

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47

APPROVED
MINUTES OF THE REMOTE/WEBEX MEETING
ARCHITECTURAL CONTROL COMMISSION
VILLAGE OF NORTHBROOK
COOK COUNTY, ILLINOIS
February 11, 2021

ACC Commissioners present (5):

Cliff Town, Chairman
John Albrecht
F. Dirk Heidbrink
Wei Lei
Tony Schillaci

ACC Commissioners absent (2):

Chris Urbanczyk
David Menn

Others Present (0):

Village Staff Present:

Michaela Kohlstedt, Director of DPS
Chan Yu, Deputy, Deputy Director of DPS
Swati Pandey, Senior Planner
Jackie Clawson, Building Official
Colleen Brunner, Recorder

Call to Order

Chairman Town announced that due to the COVID-19 pandemic and the Governor's Executive Orders, this meeting is being held remotely. He called the remote meeting to order at 5:33 p.m.

Roll Call

Roll was called. A quorum was present.

Review of Minutes

A motion was made by member Heidbrink and seconded by member Schillaci to approve the minutes from the January 14, 2021 meeting as presented. On a voice vote, the motion to approve the minutes passed unanimously.

Public Comments Regarding Items Not on the Agenda - None

Update on Village Climate Action Plan and Planning Team Meetings

Michaela Kohlstedt, Director stated the team met on February 8th and made a list of action items, which they ranked or rated as to feasibility of implementing and the scale supported by the community. The task was not completed and will be worked on again on the March 1st meeting. The list for the Buildings and Energy subteam has since been shortened to 47 action items which she will share with the ACC.

1
2 Member Albrecht stated he is on the Buildings & Energy committee. The industrial sector representative
3 is skeptical of certain action items as they are costly with little benefit to their operations. Director
4 Kohlstedt reminded him that the purpose of the varied sectors being on these committees is to embrace
5 and educate all with the different perspectives provided.

6
7 Member Town would like to get the list narrowed down further to discuss the topics and then invite the
8 industrial member.

9
10 **Design Review Permits- None**

11
12 **New Single Family Home Elevations**

- 13 a. 1960 Butternut Lane (R-4 District) – Charles E. Schwartz
- 14 b. 2311 Bellevue Place (R-4 District) – W.K. Olsen Architects, Inc.
- 15 c. 2002 Farnsworth Lane (R-4 District) – DPA Design Partners Architects
- 16 d. 1216 Ridge Road (R-4 District) – Charles E. Schwartz

17
18 Member Town stated that the homes are not similar to the adjacent properties and acceptable.
19 Member Heidbrink agrees. Member Heidbrink made a motion, seconded by Member Schillaci to
20 approve the four single family home elevations as presented. On a voice vote, the motion passed
21 unanimously

22
23 **General Department Update**

24
25 The Board had previously asked the ACC for input on their goals and interests as a commission. Some of
26 the items listed were related to the downtown areas such as streetscape, Village buildings and design
27 reviews. Additionally, interest in PUD's, green initiatives and code amendment work.

28
29 Director Kohlstedt stated that going forward, following approval of the Municipal Code amendments,
30 staff will review single family elevations. If there is a particular issue it will be submitted to the ACC.

31
32 Town agrees that is a good policy as it reduces the urgency to submit by a certain date and lessens the
33 panic and time constraints for the applicant.

34
35 Director Kohlstedt stated the department is implementing electronic permit applications. It will reduce
36 hard copies of photographs, blue prints and staff time rescanning hard copies back into a permit
37 application. Construction value is up due to 2 large permits and commercial permit values are staying
38 even.

39
40 **New Business- None**

41
42 **Old Business**

43 A joint meeting of the ACC and Plan Commission is planned for February 16, 2021 to discuss FAR. The
44 ACC will be there to explain the recommendations previously discussed. If there is enough time, they
45 will discuss accessory dwellings.

46
47 **Adjourn**

1 There being no further business, a motion was made by Member Heidbrink and seconded by member
2 Schillaci to adjourn the meeting. On a voice vote, the motion was unanimously carried and the meeting
3 adjourned at 6:02 pm.

4
5 Respectfully submitted,
6 Colleen Brunner