



Design Review Board
Meeting Minutes
Thursday, November 5, 2020
via tele/videoconference

1. Call to order.

The meeting was called to order at 5:03 p.m.

Members present: Chair Scott Kraehnke, Ryan O'Connor, Larry Pachefsky and Mary Wright.

Others present: John Ludwig, Jessica Ludwig, Douglas Moore James Leick, David Wu, George Dimitropoulos, Demetrios Dimitropoulos, Joe Mayer and Bart Griepentrog, Planning & Development Director.

2. Approval of October 8, 2020 meeting minutes.

Ms. Wright made a motion to approve the minutes as submitted; seconded by Mr. Pachefsky. Vote 4-0.

3. Approval of October 23, 2020 meeting minutes.

Ms. Wright made a motion to approve the minutes as submitted; seconded by Mr. Pachefsky. Vote 4-0.

4. Consideration by Special Exception of the application and plans on file for a wall sign and window decal that exceed their maximum size limits at 4473A N. Oakland Ave., business owners John and Jessica Ludwig.

Director Griepentrog provided an overview of the project, based on the contents of his memo. He noted that the owner had removed the request for window signage after the agenda was published. The Board was asked to consider only the Special Exception for the proposed wall sign. Director Griepentrog noted that the Special Exception was required because signs are consistently measured by drawing a rectangle around the sign area, as opposed to an exact measurement of the actual sign, which is administratively difficult. He stated that he had no objection to the Special Exception, if the Board was comfortable with the proposed design.

Ms. Wright noted that she liked this proposal much better than the previously requested neon window sign. She confirmed that the sign would be externally lit from above with gooseneck lights. Mr. Pachefsky concurred that the sign looked very nice. Ms. Wright confirmed that the sign would be mounted directly onto the brick and was not a decal. Chair Kraehnke stated that the request appeared pretty straight-forward. He noted that the sign looked nice and the request for the Special Exception was reasonable. He also noted that he did not necessarily agree with

how staff measured the sign, but noted that consistency was understandable. Ms. Wright agreed.

Ms. Wright motioned to approve the plans as submitted via Special Exception, noting conditions 7 (size in relation to building) and 10 (legislative intent); seconded by Mr. Pachefsky. Vote 4-0.

5. Consideration of the application and plans on file for the alteration of the front entry and a rear single-story addition at residential property 4024-26 N. Larkin St., property owners James and Monica Leick.

Douglas Moore, project designer, presented an overview of the project. Homeowner James Leick was also present. Mr. Moore noted that on the front façade the project involved new windows, a new brick color and a new entry door. Ms. Wright confirmed that the brick would be painted white. Mr. Moore pointed out that the new windows were all to be located within existing openings. He noted that the two doors formally required for the duplex would be consolidated into one. Chair Kraehnke asked for clarification on the new door details and was informed that the entry would extend out two to three feet with an archway. Ms. Wright suggested it looked like a covered porch.

Mr. Moore noted that on the rear of the property window modifications would take place to accommodate a renovated kitchen. He also noted that a sunroom would be added. Ms. Wright confirmed that an outdoor fireplace was being proposed. Chair Kraehnke questioned if the fireplace was see-through and was informed that it was not, but that it was two fireplaces. Ms. Wright noted that detail on the new chimney would match similar detail on the existing chimneys.

Mr. Moore confirmed that allowable building area and required green space calculations had been met and were confirmed by the building inspector.

Ms. Wright confirmed that a new roof was being installed. Mr. Moore noted that the roof would be deep charcoal in color.

Mr. Pachefsky questioned why there were no windows on the outward facing wall of the exterior and was informed it was partly for backyard privacy. Ms. Wright questioned if a water feature or pool was being proposed and was informed that it was actually a hot tub.

Chair Kraehnke questioned the material that was shown as a dark gray strip on the rendering. Mr. Moore noted that was a structural concrete lintel intended to match details on the house. Chair Kraehnke confirmed that the cap feature would also be of the same material.

Ms. Wright noted that the project looked nice and was a good melding of 1940s architecture with modern touches. Ms. Wright questioned the size of the house and the addition, and Mr. Moore noted that the existing house was approximately 2,000 sq. ft. and the addition was approximately 300 sq. ft. Ms. Wright questioned what would happen to the existing milk boxes on the rear of the house and was informed that they would be removed. She also confirmed that a low landscaping wall was proposed along the side of the driveway.

Ms. Wright motioned to approve the plans as submitted; seconded by Mr. O'Connor. Vote 4-0.

6. Consideration of the application and plans on file for window alterations at commercial property 4496 N. Oakland Ave., property owner Honest Blue Properties, LLC.

David Wu presented an overview of the project, noting that a few details had changed since the previous approval. Those changes included the size of the proposed window trim, removal of windows on the lower level of the rear façade and modification of a second story rear window in a bathroom. He noted that the window trim had been proposed at 4.5 inches, but was increased to 5.5 inches. He further noted that the wood would be clad in aluminum.

Ms. Wright questioned the original siding material and was informed that all of the siding was being replaced with fiber cement siding. Chair Kraehnke questioned why fiber cement was not being proposed for the trim, and Mr. Wu stated that the aluminum flashing could be installed behind the siding to provide greater durability.

Chair Kraehnke noted that the proposed changes looked good and that the size of the trim seemed appropriate. Ms. Wright agreed that it fit the scale. Ms. Wright confirmed that all trim would match. Mr. Wu confirmed that they would all be clad in white aluminum to match the white windows.

Mr. Pachefsky motioned to approve the plans as submitted; seconded by Mr. O Connor. Vote 4-0.

7. Consideration of the application and plans on file for site modifications at 1325 E. Capitol Dr., property and business owner George Dimitropoulos.

8. Consideration by Special Exception of the application and plans on file for a second drive-thru menu board sign at 1325 E. Capitol Dr., property and business owner George Dimitropoulos.

Items 7 and 8 were discussed together.

Director Griepentrog provided a brief overview of the project, noting that the Plan Commission approved the addition of a second ordering point within the drive-thru as a Conditional Use at their October 27th meeting. The details before the Board for review, which included a new landscape island and drive-thru fixtures and signage, were associated with that expanded use.

Demetrios Dimitropoulos noted that they take great pride in the landscaping at Culver's and would likely add additional flowering plants in the spring to provide color. George Dimitropoulos noted that all of the proposed improvements were at the rear of the property and would not be visible from Capitol Dr. It was noted that the new landscape island would be 12 ft. in width and that all of the existing landscaping in that area would be removed and replaced.

Ms. Wright questioned if the lost parking would be replaced elsewhere. Mr. Dimitropoulos noted that it would not. Director Griepentrog provided that the Plan Commission reviewed that detail and that the site was actually over-parked, so the loss of those stalls was not a problem. Ms. Wright questioned if an additional drive-thru window would be installed on the building and was informed that it would not. The additional ordering point would merge back into the same line of drive-thru traffic. It was further noted that the additional ordering point was intended to alleviate congestion both backing up onto E. Capitol Dr. and within the parking lot. It was not expect that it would increase the total number of customers.

Chair Kraehnke questioned the details of the proposed drive-thru fixtures and signs, and was informed that the proposed equipment would be exactly the same as what was currently installed in the existing drive-thru. Director Griepentrog noted that a Special Exception was required because the Village's Sign Code does not expressly include drive-thru sign regulations. The existing signs were installed under a previous code. In order to install these additional fixtures a Special Exception for the type and quantity would need to be considered.

Ms. Wright motioned to approve the site modifications as submitted; seconded by Mr. Pachefsky. Vote 4-0.

Noting the precedent of the approved, existing drive-thru fixtures and signage, Ms. Wright motioned to approve the proposed sign and fixtures, as submitted, via Special Exception, noting clauses 1 (purpose), 2 (type) and 6 (location); seconded by Mr. Pachefsky. Vote 4-0.

9. Adjournment

Mr. O'Connor moved to adjourn the meeting at 5:45 p.m.; seconded by Ms. Wright. Vote 4-0.

Recorded by,



Bart Griepentrog, AICP
Planning & Development Director