

**MINUTES OF A REGULAR MEETING AND PUBLIC HEARING OF
THE KENILWORTH PLAN COMMISSION HELD AT THE
KENILWORTH VILLAGE HALL, 419 RICHMOND ROAD
AT 7:30 P.M. ON TUESDAY, SEPTEMBER 8, 2009.**

The regular meeting of the Plan Commission of the Village of Kenilworth was held at 7:30 p.m. on Tuesday, September 8, 2009. Chairman Johnson called the meeting to order at 7:33 p.m. The following Commissioners were present:

Present:	Cary Johnson	Chairman
	Robert Smietana	Member
	Elizabeth Bannon	Member
	Vicki Thompson	Member
	Gwen Sommers Yant	Member
	Dirk Degenaaars	Member
	Dan Noel	Member
	Eileen Madigan	Member
	Sunil Chopra	Member
Other Village Officials Present:	Bradly Burke	Village Manager
	Susan Criezis	Community Development Director
Others Present:	Jackie Bossu	614 Earlston Road
	Rose Latter	Winnetka

The minutes of the July 6, 2009 Plan Commission meeting were placed before the Commission. Several corrections were made.

Member Smietana made a motion to approve the minutes as corrected. Member Degenaaars seconded the motion, and upon a voice vote, the July 6, 2009 Plan Commission Meeting Minutes were unanimously approved as corrected.

Chairman Johnson reminded Commissioners to make a contribution for the memorial flowers in honor of Member Greg Matic. Chairman Johnson noted the Village President will need to appoint a new Commissioner to replace Greg Matic.

Chairman Johnson introduced the signage working group and explained their efforts to date to gather and provide sign information. He said the signage working group and Village staff will eventually draft the signage ordinance for consideration by the full Plan Commission. He explained the intent of future Plan Commission meetings and the composition of the sign work to be covered at upcoming meetings.

Member Yant made a PowerPoint presentation and explained the approach taken by the signage working group to review sign ordinances from other communities. She described the research completed including materials reviewed, a survey of sign ordinances of other communities, and professionals contacted. Member Thompson asked if the Lake Forest sign ordinance would be used as a model and if it would be given to a consultant to develop. Member Yant responded the plan at this time is for Village Manager Burke to develop a template in conjunction with the Village Attorney which will provide an outline for Kenilworth's

sign ordinance. Manager Burke explained that in working with the Village Attorney to develop the framework for the sign ordinance, he would provide direction to the Village Attorney regarding those community ordinances the Plan Commission believes work best for Kenilworth.

Member Yant continued with a PowerPoint presentation of signage and the ordinances the working group reviewed. She described existing conditions of the Business District, such as the location, small size and proximity to the single family residential district. Member Yant focused on pedestrian scale, the size of buildings, style of existing buildings, and types of existing signage in the Kenilworth Business District. Member Yant reviewed images of existing signs and awnings in the Kenilworth Business District. Member Noel discussed his observations of existing signs in the business corridor and expressed concerns with some types of signs currently found in the district.

Member Yant reviewed sections of sign ordinances from other towns. Member Thompson reviewed the intent and purpose of provisions found in various sign ordinances. Ms. Thompson said this section is important to defend against challenges and explained what she thought should be included in "Intent and Purpose". She reviewed the relationship of a sign ordinance to the Comprehensive Plan and said much work has been done already. She recommended the "Intent and Purpose" section be completed at the end of the sign ordinance drafting process.

Member Yant reviewed standards of sign ordinances and elements of the Kenilworth Comprehensive Plan design guidelines, showing as examples, slides of existing signs in other Villages. A general discussion about projecting blade signs followed. The history of this type of signage was discussed by the Commission and the desirability for a variety yet continuity in signage within the district.

A general discussion about fixed and retractable awnings followed, and it was noted the design guidelines in the Kenilworth Comprehensive Plan does not recommend retractable awnings. Chairman Johnson and Members Smietana and Bannon expressed their opinion they prefer open-ended awnings which are similar looking to movable awnings. Jackie Bossu, Architectural Review Commission (ARC) Chairperson, discussed ARC's review and history regarding awnings.

Member Degenars asked if the Kenilworth Comprehensive Plan must be revised if differences from the design guideline in the Comprehensive Plan are adopted in the sign code. Member Smietana explained the intent of revisions to the Comprehensive Plan and said the Plan is intended to be updated from time to time. A discussion regarding the relationship of the design guidelines found in the Kenilworth Comprehensive Plan and its relationship to the proposed sign ordinance followed. Manager Burke noted it is the Village Attorney's preference there be no references in the Zoning Code to the Kenilworth Comprehensive Plan or Design Guidelines. Manager Burke explained including references to documents outside of the Zoning Ordinance can open the Village up to legal challenges by opening the door for an argument that such references within the Zoning Code make these external documents part of the zoning regulations. Manager Burke said the Zoning Code should stand on its own as a legal document and to avoid opening the door to the possibility a challenge could be raised it would be best not to reference documents within the text of the Zoning Ordinance.

A general discussion about Architectural Review Commission applications and issues with specific buildings followed. Member Yant reviewed each sign type, as well as issues and

formulas for each sign type. Member Thompson discussed legal parameters of freedom of speech laws and the direction of these laws related to signage.

A discussion of inside signage, illumination and what is included in total signage permitted followed. Member Chopra asked if the eye glass company LCD televisions display is considered part of signage. Chairman Johnson discussed professional buildings with multi-tenants and how signage should be handled for those situations.

Chairman Johnson said the next question is which way the Plan Commission would like to proceed with developing a sign ordinance. He asked if the Commissioners want to hold a workshop session to collectively develop a draft ordinance or have the signage working group create a draft ordinance for review by the Commissioners. Member Smietana felt the Commission would be more effective reacting to a draft document/outline from the signage working group. Member Yant discussed the format of the Lake Forest code with design guidelines and Village Manager Burke said he will talk to staff at Lake Forest regarding their sign code and relationship to design guidelines.

Member Bannon asked about a sign she observed in Lake Forest of a TV monitor inside a real estate office visible through windows of the office. She would like staff to talk to Lake Forest about this and ask how quickly their guidelines can react to new types of signs. Village Manager Burke said staff will gather information and report back to the working group on how the Lake Forest sign code and design guidelines interface.

Chairman Johnson said he would like the sign group to spend the next two months developing a draft sign ordinance. He said the plan for the next Plan Commission meeting will be to discuss temporary signs and regulatory issues related to signage. Member Smietana asked about existing signage and amortization and Village Manager Burke said this will be reviewed at the next meeting. Manager Burke said existing business owners and tenants will be invited to future meetings on signage.

Chairman Johnson asked about Winnetka's plans for Green Bay Road north of Kenilworth. Village Manager Burke said it was his understanding a new streetscape study on the area was just announced, and he will talk to Winnetka about this.

Chairman Johnson announced that the next meeting will be at 7:00 pm and will include a presentation by Member Yant on Daniel Burnham.

Member Degenars made a motion to adjourn. Member Smietana seconded the motion, and the meeting adjourned at 9:17 p.m.

Respectfully submitted,

Susan Criezis