

**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
VILLAGE HALL COUNCIL CHAMBERS
DECEMBER 5, 2017**

Call to Order

President Bass called the Committee of the Whole meeting of the Lincolnwood Board of Trustees to order at 6:15 P.M., Tuesday, December 5, 2017, in the Council Chambers of the Municipal Complex, 6900 North Lincoln Avenue, Village of Lincolnwood, County of Cook and State of Illinois.

Roll Call

On roll call by Village Clerk Beryl Herman the following were:

PRESENT: President Bass, Trustees Patel, Cope, Ikezoe-Halevi, Hlepas Nickell, Spino, Sugarman

ABSENT: None

A quorum was present. Also present: Timothy Wiberg, Village Manager, Ashley Engelmann, Assistant Village Manager; Mark Burkland, Village Attorney; Heather McFarland, Management Analyst; Charles Meyer, Assistant to the Village Manager; Ben Harris, Accountant; Robert Merkel, Finance Director; Andrew Letson, Public Works Director; Nadim Badran, Assistant to the Public Works Director; Bruce Rottner, Police Chief; Steve McNellis, Community Development Director; Doug Hammel, Development Manager.

Adjournment to Closed Session

President Bass requested a motion to adjourn to Closed Session. Trustee Hlepas Nickell moved to adjourn to Closed Session for the purpose of a discussion regarding Employment Matters per Section 2(c)(1). The motion was seconded by Trustee Cope.

Upon Roll Call the results were:

AYES: Trustees Hlepas Nickell, Ikezoe-Halevi, Spino, Cope, Sugarman, Patel,

NAYS: None

The motion passed

Reconvention

President Bass reconvened the Village Board Meeting at 6:30 PM

Approval of Minutes

Minutes of the November 7, 2017 Committee of the Whole meeting were distributed in advance of the meeting and were examined.

Trustee Hlepas Nickell moved to approve the minutes as presented. Trustee Cope seconded the motion.

The motion passed with a Voice Vote.

Regular Business

1. Discussion Concerning the Beautification Taskforce

The item was presented by Mr. Wiberg using PowerPoint.

A representative of the Task Force, Mira Mazur, was in attendance and addressed the Board. Mr. Wiberg presented a history of the Beautification Commission through it's becoming a Task Force until the present.

Purpose of Discussion

*Receive direction from the Village Board as to the request of the Beautification Task Force to re-establish as a Commission.

Background

*The Village established the Beautification and Tree Commission in 1998.

^Purpose: to raise the appearance standards of public areas within the Village

^Scope of Duties:

- To hear and review all requests on matters involving beautification, promoting, preserving and enhancing the environment and physical appearance of the Village
- To advise and consult the Village Arborist on tree matters
- To advise the Village Board on beautification and tree matters
- To perform other duties as directed by the Village Board.

Charge of the Commission

*Broad scope of the Commission led to overlap during project review among recommending bodies

*Appearance based reviews are subjective in nature and led to disagreements relating to personal taste

- Beautification did not have codified standards for review. Such as the Plan Commission of Zoning Board of Appeals
- Lack of Review Standards created a delay during review of the Promenade design, in which 6 meetings were held from March 2011 to January 2012 to discuss the plans

Transition to Beautification Task Force

*Implementation of e-ticket service request system provided immediate access to staff for reporting maintenance concerns

- Eliminated need to wait for monthly to report redundant concerns such as weeding or watering requests
- *October 23, 2013 – Beautification Commission Meeting
- Staff presented recommendation to transition the group to a Task Force
 - The Commission did not present any objections to the recommendation and unanimously approved the recommendation
- *November 19, 2013 – Village Board Meeting
- Village Board accepted the recommendation with all in favor and none against
 - Members of the Commission were invited to the meeting, but did not attend

A current Board member has requested that this Task Force change status back a Commission. Mr. Wiberg stated that having seven people opining on what is beautiful is very difficult.

Mrs. Mazur and Trustee Hlepas Nickell addressed the Board in favor of the change.

Comparison of Duties

- *Scope of duties has generally remained the same from switch to Task Force
- With the exception of tree advisory responsibilities , which was transferred to staff (The Task Force still currently plans the Arbor Day Planting

Key Issues

- *What purpose will be served by converting the Task Force back to a Commission?
- *What role does the Board want them to have?
- *If they become a Commission again, what is their scope?

Village Board Direction

*Staff is seeking direction regarding whether the Board wants the status of the Beautification Task Force to remain, or to re-establish the Beautification Commission

Mayor Bass polled the Board.

Trustee Cope noted that a specific outline of tasks should be identified. He stated that there are architectural review boards but that is not what the Beautification Commission has historically been tasked with. He would support a Commission with a defined scope.

Trustee Patel stated that it does not make a difference to him if it's a Commission or Task Force but he would not be in favor of a design review board. Their purpose should not be for private development.

Trustee Ikezoe-Halevi thinks they should have more scope and they should have input into what their responsibilities should be.

Trustee Sugarman stated that it doesn't seem like a big difference between the two and he would defer to staff.

Trustee Spino echoed Trustee Sugarman's comments that she would support either.

Trustee Hlepas Nickell requested that the matter be reviewed and is in support of it being converted to a Commission.

Consensus was to revert back to a Commission but to define the scope further. Trustee Hlepas Nickell who is the Trustee Liaison, and staff will work with the existing Task Force at the next meeting to develop a proposed scope for the Village Board to review. A meeting will be scheduled in January.

2. Discussion Concerning Proposed Zoning Code Text Amendments

The item was presented by Mr. McNellis, using PowerPoint.

Proposed Zoning Text Amendments

Electronic Signs for Large Scale Developments

Temporary Signs – Special Event/Grand Opening

Temporary Sign Panels

Sign Location

Portable Sign Design

Electronic Signs for Large Scale Developments

19 Existing Regulations were exhibited

*Electronic message boards and animated signs specifically prohibited

*Prohibition enacted prior to widespread use of HD video message boards

Issues

*Consider permissibility that would minimize proliferation

^Minimum property size for eligibility

*Appropriate restriction on physical size (square footage, height) to allow messaging to be effective

*Limitation on permanent sign messaging with an electronic sign/video board

*Regulate to minimize distracted drivers

^Illumination level

^Animation

^Frequency of slide changes

Photos of electronic message boards for public and private uses were displayed

Recommendation

*Permit electronic message board signs for properties five acres or greater in size

^These are properties with unique physical characteristics or needs

1) Large number of tenants in one location – Towncenter Mall, Purple Hotel site

2) Significant Programming or Informational Needs – School District 74 Campus, Bryn Mawr Country Club

Considerations

*Does a five acre threshold provide appropriate limitations and eliminate proliferation?

*Should this sign type be limited to commercial areas?

*Should this sign type be permitted to be bigger than a standard monument sign to adequately convey messaging?

*Should animation be permitted? Should there be a limitation on the frequency of messages?

*Should there be a limitation on static “permanent” items of information.

President Bass stated that he would like to see some of these options left open for future development.

Trustee Patel provided some history of sign codes.

Due to time constraints, this item will be sent to the Plan Commission and the other items will be brought to a future Committee of the Whole.

Approval of Minutes

President Bass requested approval of the November 21, 2017 Committee of the Whole Minutes.

Trustee Sugarman moved to approve, Trustee Ikezoe-Halevi seconded.

The motion passed with a Voice Vote.

Adjournment

At 7:30 PM Trustee Sugarman moved to adjourn Committee of the Whole, seconded by Trustee Ikezoe-Halevi.

The motion passed with a Voice Vote.

Respectfully Submitted,


Beryl Herman
Village Clerk