



**HISTORIC COMMISSION MEETING
AGENDA**

Thursday, December 2, 2021
7:00 PM

East Dundee Police Station, 2nd Floor Meeting Room
115 E. 3rd Street, East Dundee, IL 60118

CALL TO ORDER

ROLL CALL / DECLARATION OF QUORUM

APPOINT AN ACTING CHAIRMAN

APPROVAL OF MINUTES

1. [Special Historic Commission Meeting Minutes dated November 10, 2021](#)

PUBLIC COMMENT

HISTORIC COMMISSION

1. [Certificate of Appropriateness for Signage: Alterations by Silvia – 10 E. Main Street, Unit 105](#)
 - a. Discussion and Motion to Recommend Approval/Denial of a Certificate of Appropriateness for Signage: Alterations by Silvia – 10 E. Main Street, Unit 105

NEW BUSINESS

OTHER BUSINESS

ADJOURNMENT

Village of East Dundee
Kane County, IL
Special Historic Commission Meeting
November 10, 2021

*Commissioner Scarpelli called the Special Historic Commission meeting to order at 5:00 p.m.
Roll: 6 Present (Holliman, Scarpelli, Schock, Bernstein, Muscat and Steneck). 2 Absent (Apke and Meyer). Also present were Village Building Official Chris Ranieri and Village Clerk Katherine Diehl.*

*Motion to allow Commissioner Muscat to join the meeting via telephone by Schock/Steneck.
6 Ayes (Holliman, Scarpelli, Schock, Bernstein, Muscat and Steneck). 0 Nays. 2 Absent (Apke and Meyer).
Motion Carries.*

APPOINT AN ACTING CHAIRMAN:

*Motion to appoint Commissioner Scarpelli as Acting Chairman by Steneck/Holliman.
6 Ayes (Holliman, Scarpelli, Schock, Bernstein, Muscat and Steneck). 0 Nays. 2 Absent (Apke and Meyer).
Motion Carries.*

APPROVAL OF MINUTES:

1. Planning and Zoning Commission Meeting Minutes dated October 7, 2021

*Motion to approve the May 13, 2021 meeting minutes by Holliman/Schock.
6 Ayes (Holliman, Scarpelli, Schock, Bernstein, Muscat and Steneck). 0 Nays. 2 Absent (Apke and Meyer).
Motion Carries.*

PUBLIC COMMENT:

HISTORIC COMMISSION:

1. Certificate of Appropriateness for Rooftop Patio Enclosure: DC Cobbs, 311 Barrington Ave, Unit D

- a. Discussion and Motion to Recommend Approval/Denial of a Certificate of Appropriateness for Rooftop Patio Enclosure: DC Cobbs, 311 Barrington Ave, Unit D

Ranieri stated that Dan Hart, owner of DC Cobbs, is seeking approval to construct an aluminum and glass enclosure on the existing rooftop that would be heated during the winter months. Julius White, General Manager of DC Cobbs East Dundee, explained that the aluminum structure will have a louvered roof system that can be opened during the warmer months and has a heating system affixed to it for use during the colder months. He stated that there will be glass windows from floor to ceiling height and the windows can retract down to the height of the existing railing. Commissioner Schock inquired if an architect has signed off on if the structure can hold this additional weight load and is supported properly. Ranieri advised that he spoke to Mr. Hart to advise that an architect will need to confirm that the structure is designed to hold the extra weight or design in a way that will. A stamped set of drawing will need to be submitted to the Village during the permit process. Commission Muscat asked for clarification on the height of the brick wall to the floor before the rooftop structure is built. Ranieri explained that in addition to the brick wall, there is an existing rail system that will remain on top of the wall. He said this unit will be inside that wall.

Motion to Approve the Certificate of Appropriateness for Rooftop Patio Enclosure: DC Cobbs, 311 Barrington Ave, Unit D by Schock/Holliman.

Village of East Dundee
Kane County, IL
Special Historic Commission Meeting
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6 Ayes (Holliman, Scarpelli, Schock, Bernstein, Muscat and Steneck). 0 Nays. 2 Absent (Apke and Meyer). Motion Carries.

NEW BUSINESS: None

OTHER BUSINESS:

Commissioner Holliman expressed how displeased she is with the look of the east side of the Village Hall building. She stated that she mentioned this concern to President Lynam at a recent Village Board meeting and he said that he would personally paint the wall. Ranieri advised that the Village Board did appropriate funds for renovations of the Village Hall. He said it is difficult to get contractors to come out and give quotes right now.

Commissioner Scarpelli stated that the application heard this evening had been dated and submitted September 27, 2021. He said this item should have appeared on last month's agenda. He said he does not know the reason why the Village Administrator and Assistant Administrator did not allow for it to move forward at that time. He said he would like to make a motion for staff to tell the Village Board that DC Cobbs should be sent a letter of apology for this item being unnecessarily delayed a month. Scarpelli also mentioned how a Trustee at a recent Village Board meeting proposed the idea of eliminating the Planning & Zoning Commission. Scarpelli does not agree with that as he feels there should be a separate group of individuals, who are residents in the community, reviewing a request without considering the monetary aspect of the request and just considering the effect on the neighborhood. He suggested forming a subset of the Commission for certificate of appropriateness requests that could meet quicker instead of waiting until the next monthly meeting. Ranieri suggested that minor request, such as signage requests, be reviewed by staff.

*Motion to adjourn the Planning and Zoning & Historic Commission Meeting at 5:35 p.m. by Holliman/Schock.
Motion carries by unanimous vote, meeting adjourns.*



Planning and Zoning / Historic Commission Meeting Memorandum

To: Planning and Zoning Commission (Historic District Commission)
CC: Katherine Diehl, Village Clerk / Admin Assistant
From: Chris Ranieri, Building Inspector
Subject: Historic Certificate of Appropriateness – Sign “Alterations by Silvia”.
Date: November 24, 2021

The Village has received an application from FAST SIGNS agent for “Alterations by Silvia”. The request is to add a new sign at 10 E. Main, Unit 105.

As the property is located within the Village's Historic District, the application requires review by the Planning and Zoning Commission acting as the Historic District Commission (HDC). The proposed modifications should be reviewed according to the following applicable guidelines. Attached, please find the Certificate of Appropriateness applications, including rendering of the proposed sign.

153.37 CRITERIA AND STANDARDS.

(A) In making a determination whether to issue or deny a certificate of appropriateness, the Commission shall consider, among other things, the purpose of this chapter and the effect if the issuance upon the historic, aesthetic or architectural values, characteristics and significance of the District or any building or structure within the District. The criteria to be used by the Commission in making its determination shall include, but are not limited to architectural style of the proposed construction, alteration, extension or repair with the prevalent architectural style or styles within the District; the compatibility of the general design, arrangement, texture or material of the construction, alteration, extension or repair with the historic aesthetic or architectural values, characteristics and significance of the District or any building or structure within the District; and the relationship of the location of the construction, alteration, extension or repair to the streets and structures within the District.

(B) The Commission shall adopt detailed architectural standards for its use in making a determination pursuant to the above criteria. For any building or structure undergoing construction, alteration, extension or repair within the District, these architectural standards should include, but are not limited to the following elements:

- (1) The appropriate height;
- (2) The proper proportions of the front facade;
- (3) The proper proportions of windows, doors or other openings;
- (4) The appropriate bulk and density;
- (5) The appropriate textures, materials and shapes for roofs;
- (6) The appropriate landscaping and proper location and design of accessory buildings, structures and uses;
- (7) The appropriate directional expression of front elevations and general scale of any building and structure;
- (8) Other appropriate standards for architectural details; and

(9) Methods to evaluate the economic reasonableness of any criteria of standard utilized by the commission in making a determination to issue or deny a certificate of appropriateness.

(C) If an applicant shows that failure to issue a certificate of appropriateness will cause an imminent threat to life or property, the certificate shall be issued.

NOTES:

- 1) The proposed sign complies with the Village sign code.

Action Requested: Discussion and Motion to Recommend Approval/Denial of a Certificate of Appropriateness for Alterations by Silvia.

Attachments: Certificate of Appropriateness Application and Renderings



**EAST DUNDEE HISTORIC COMMISSION
CERTIFICATE OF APPROPRIATENESS**

Please submit this application along with supporting documents (**one [1] original and nine [9] copies**). Your application will be reviewed by the East Dundee Historic Commission. You are strongly urged to attend this meeting in person. If you would like assistance with the preparation of this application, or if you have any questions concerning your request or the review procedure, call the village office at 847-426-2822.

MUST BE SUBMITTED A MINIMUM OF 8 DAYS PRIOR TO MEETING. THE HISTORIC COMMISSION MEETS ON THE SECOND THURSDAY OF EVERY MONTH IMMEDIATELY FOLLOWING THE PLANNING/ZONING MEETING.

ADDRESS OF PROPOSED WORK _____

APPLICANTS NAME _____

TELEPHONE NUMBER (Home) _____ **(Work)** _____

PROPERTY OWNERS NAME _____ **PHONE #** _____

Nature of proposed change: (check all that apply)

- | | | |
|---|---|---|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Extensive renovation | <input type="checkbox"/> Minor Renovation, Repair or Alteration |
| <input type="checkbox"/> Sign | <input type="checkbox"/> Demolition | <input type="checkbox"/> Facade |
| <input type="checkbox"/> Other _____ | | |

***Sign: Must include the lettering style and size.**

Describe all changes proposed for the structures exterior. Include plans, photographs and any other information as needed. Give size, style, and precise location of lettering, if any; and any other information that will assist the commission in their deliberations. Use attachments as necessary. Include a date when the project will be completed.

Circle one or more of the East Dundee Historic Code Provisions that apply.

- ☒ **A.** The historic or architectural value and significance of the district and the surrounding area will not be lessened.
- ☒ **B.** The relationship of any architectural features of the building and the surrounding area will be positively affected.
- ☒ **C.** The general design, arrangement, and materials proposed to be used will be maintained.

I, the undersigned, hereby state that all of the information presented in this application is true and complete, to the best of my knowledge.

Signature: _____ Date: _____

HISTORIC COMMISSION USE ONLY

This application has been (**Approved / Denied**)



Placement Option B

