

VILLAGE OF DOWNERS GROVE
ARCHITECTURAL DESIGN REVIEW BOARD
VILLAGE HALL - COMMITTEE ROOM
801 BURLINGTON AVENUE

OCTOBER 8, 2009, 7:00 P.M.

Chairman Davenport called the October 8, 2009 meeting of the Architectural Design Review Board to order at 7:05 p.m. and asked for a roll call:

PRESENT: Chairman Davenport, Mrs. Acks, Mrs. Falco, Mr. Russ

ABSENT: Mrs. Dunham, Mr. Mattheis, Mr. Pappalardo

STAFF: Mr. Jeff O'Brien, Planning Manager; Mr. Stan Popovich, Village Planner

VISITORS: Mr. Peter Verros, 319 Waterford Drive, Willowbrook, Illinois; Ms. Voula Verros, 5128-5130 Main Street, Ms. Linda Kunze, Downers Grove Downtown Management

REMARKS FROM THE CHAIR - None

APPROVAL OF MINUTES

The draft minutes of the July 30, 2009 meeting were approved on motion by Mr. Russ, seconded by Mrs. Acks. Motion carried by voice vote of 4-0.

OLD BUSINESS - None

NEW BUSINESS

A. FILE ADRB-11-09 A Petition seeking a \$26,000 grant from the Downtown Façade Improvement Grant Program for the property at 5128 - 5130 Main Street, Downers Grove, IL (PIN 09-08-303-018 and -019); Voula Verros, Dali's Cafe, Petitioner; Stanley Peters, Owner.

Village Planner, Mr. Stan Popovich discussed that the petitioner is seeking a \$26,000 comprehensive façade improvement grant through the Village's Façade Improvement Grant Program for the east façade. Since the request exceeds \$10,000 it must be reviewed by the ADRB and requires Village Council approval.

Looking on the overhead, Mr. Popovich explained the proposed renovations include removing the existing first-floor wooden façade and replacing it with a brick façade. Existing windows will be replaced and two new canvas awnings will be installed above the glass storefronts. The existing brick and stone on the parapet and second floor will remain and be cleaned. New windows will be installed within the historic openings on the second floor at 5128 Main Street.

The total project cost is estimated at \$60,775 and the petitioner is requesting a \$26,000 grant for the proposed façade renovation. Per staff, the petitioner is of the opinion that two buildings with separate addresses exist and should, therefore, be eligible for a maximum of \$15,000 per building. To date, the façade program has \$26,647.88 remaining in the program. Staff is also of the opinion that while there are two buildings associated with this petition, it is a single façade project for a single tenant. Staff believes the project is eligible for a \$15,000 façade improvement grant.

In reviewing the evaluation, as based on the Village's Downtown Design Guidelines, Mr. Popovich said the project received 30 out of a possible 35 points. An explanation followed on how the points were awarded: Site Design (6 out of 6 points awarded); Building Design (2 out of 2 points awarded); Building Base (14 out of 17 points awarded); Building Middle (6 out of 8 points awarded); and Building Top (2 out of 2 points awarded)

In closing, Mr. Popovich stated that staff believes the proposal meets the requirements of the Design Guidelines and the applicant should be awarded a \$15,000 façade improvement grant based on its findings and subject to staff's three conditions in its report.

Petitioner, Mr. Peter Verros, 319 Waterford Drive, Willowbrook, Illinois, stated he would like to renovate the entire façade because it is the flagship store for Dali's Cafe. He stated the renovations are \$60,000 and he would appreciate some financial assistance even if the money totals \$25,000 to \$26,000.

Petitioner, Ms. Voula Verros, 5128 – 5130 Main Street, Downers Grove, stated she has been in Downers Grove for ten years and believes the restaurant has brought business to the area. She stated she was willing to spend a lot of money and create a beautiful façade if the Village could provide some financial assistance. She stated she did not want to fix one façade and leave the other one left alone, since she pays two separate tax bills.

Clarification followed from Mr. Verros that the architect showed brick remaining on the 2nd stories on his plans, but, in fact, the estimate from the contractor, included removing all of the brick on the facade.

Discussion followed that this was new information and that staff was, at the time of evaluation, under the impression that the second-floor brick would remain, based on the drawings provided to the Village.

Ms. Linda Kunze, with the Downers Grove Downtown Management, stated she was present at the business when the contractor was present and confirmed that the contractor stated the second floor was bowed. She questioned if the architect inadvertently left the second floor out. She stated that the bricks were loose and the entire brick façade had to be replaced from top down. She reminded the members that the program was to assist with the older buildings.

Dialog among members included that two separate buildings existed, two separate addresses and two separate parcel numbers. The chairman asked staff for wording clarification from the Design Guidelines, wherein Mr. O'Brien, Village Planning Manager, stated the wording was "\$15,000 per facade" which was why staff made the recommendation that it did, commenting that it was its interpretation of the Village' Council's intent of the program. Mr. Russ agreed that while the building's design was very good, the building's façade materials

needed to be replaced. He also asked that the petitioner's paperwork/plans reflect the exact work to be done prior to going forward to the Village Council and asked staff to also do the same in the future. Continuing, he pointed out that while he did not mind supporting the \$26,000 for the façade improvement, he believed the board was in a bind due to the way the ordinance was written, i.e., in essence, there was one façade, but it was on two buildings. He was not sure under the ordinance if the board had an option to give more than the \$15,000 and that it was up to the Village Council. The Wine Cellar petition from the previous month was referenced as another example. Signage was also discussed, noting that the petitioner will have to have to comply with the Sign Ordinance.

Ms. Voula Verros, again, reiterated that the job was expensive and she wanted it to be a beautiful job, but she was not going to do the work if she could not receive assistance from the Village. Per the chair's question, she did not seek competitive bids for the project.

Mr. O'Brien, reminded the board that such a funding decision would have to ultimately be with the Village Council and that the issue may have to be revisited in the Façade Improvement Program policy.

Returning to more specific information about the petitioner's plans, the chairman asked that the petitioner's architect detail in his plans the type of brick being used, what kind of windows would be installed, and what type of lighting would be used. He also raised dialog about the new energy code requirements that will be going into effect November 1, 2009.

Chairman Davenport entertained a motion to recommend approval with staff review.

MR. RUSS MADE A MOTION TO RECOMMEND APPROVAL OF THE DESIGN, SUBJECT TO THE PETITIONER PROVIDING MORE DETAIL ON HIS DRAWINGS (VERIFICATION OF THE BRICK BEING REPLACED ON THE ENTIRE BUILDING AND INCLUDING THE LIGHTING); SUPPORTING THE MAXIMUM FAÇADE FUNDING AMOUNT ALLOWABLE UNDER THE ORDINANCE; AND SUBJECT TO STAFF'S THREE (3) RECOMMENDATIONS LISTED BELOW. SECONDED BY MS. ACKS.

- 1. THE APPLICANT SHALL APPLY FOR A BUILDING PERMIT PRIOR TO THE COMMENCEMENT OF CONSTRUCTION ACTIVITIES. THE PROPOSED CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE BUILDING CODES.**
- 2. THE APPLICANT SHALL APPLY FOR A BUILDING PERMIT NO LATER THAN DECEMBER 31, 2009.**
- 3. THE APPLICANT SHALL SUBMIT PROOF OF PAYMENT TO THE VILLAGE NO LATER THAN JUNE 1, 2010.**

ROLL CALL:

AYE: MR. RUSS, MS. FALCO, MRS. ACKS, CHAIRMAN DAVENPORT

NAY: NONE

MOTION CARRIED. VOTE: 4-0.

B. 2009 Summary Report on the Façade Improvement Grant Program for the Village Council

Mr. Popovich stated staff wanted to provide a copy of the summary report that council had requested of staff. Mr. Russ stated that much work has been done in the downtown area which could not have occurred if this program had not existed and stated that the program was working. He encouraged the Village to continue funding the program. Members concurred.

Chairman Davenport then provided his own input. Regarding Program Issues, he mentioned one particular project that was characterized without listing the extenuating circumstances surrounding it. He agreed with Item 2 as it relates to canopies; Page 8, as it relates to the timelines, but stated a mischaracterization existed with regard to materials under Item 5. As to staff's recommendations, he supported them fully. He suggested another recommendation to clarify whether a proposal is "per façade" or "per property." Secondly, as a stakeholder, he recommended staff investigating adding possible language into the guidelines about competitive bidding and a reasonable estimation of the actual work to be done.

Members then spoke in general about the estimates for the 5128-5130 Main proposal, who some members felt was low. Also, there was discussion that it may not be fair for members to make a recommendation and being blind to some of the other issues.

Considering the economy and the possibility of no funding for this program next year, the chair thought it might be beneficial for staff to suggest to the Village Council that they consider possibly waiving permit fees for future requests. Mr. Russ concurred.

PUBLIC COMMENT - None

ADJOURNMENT

MS. FALCO MOVED TO ADJOURN THE MEETING. MRS. ACKS SECONDED THE MOTION. THE MEETING WAS ADJOURNED AT 8:10 P.M. MOTION CARRIED UNANIMOUSLY.

/s/ Celeste K. Weilandt
Celeste K. Weilandt
(As transcribed by MP-3 audio)

**MINUTES
DOWNERS GROVE
ENVIRONMENTAL CONCERNS COMMISSION
September 8, 2011**

I. Roll Call

Present: Chairman Sterner, Joseph Vitti, Greg Hose, Tom Eisenhart, Lois Vitt Sale, James Speta
Absent: Michael Duet, James Cavallo

II. Review and Approval of July 14, 2011 Meeting Minutes

Commissioner Hose made a motion to approve the July 14, 2011 meeting minutes. Commissioner Eisenhart seconded the motion. Motion passed by a voice vote.

III. Visitor Welcome

Chairman Sterner welcomed two visitors:

- Teri Kulat
- Stacey Salman

IV. Staff Update

Ms. Deitch provided a summary of the rain barrel event. Not-for-profit organizations sold 374 rain barrels. The barrels were purchased from Ace Hardware and Wannemaker's at a reduced price. In conjunction with the rain barrel sales, eight painted barrels were auctioned benefiting the YMCA and the Downers Grove North Art Program. Each received \$665.

Ms. Deitch reported that Representative Judy Biggert visited the Village to see the Village's sustainability projects. She toured the Village's Fleet Garage and also visited the Prentiss Creek subdivision to see the hybrid streetlights.

V. Green Business Recognition Program

Ms. Deitch presented a memo to the Commission from staff that asked the commission to discuss the program scope, categories of businesses, categories for green practice, the application process and the recognition.

Program Scope

Ms. Deitch stated that at the previous meeting, the Commission discussed the certification vs. recognition program. Ms. Deitch stated that the commission was interested in hearing more information from businesses in regard to their practices rather than certifying the business as green based on certain criteria. Mr. Eisenhart stated that he would like to see businesses share their best practices rather than meet criteria. Mr. Hose stated that the hybrid approach with a rubric for measuring would allow for the creation of a 'Best in Class' award.

Mr. Speta asked whether the businesses should be divided into additional categories to recognize the diversity of businesses. Manufacturing, for example, is large and diverse and could be divided into additional categories, such as construction, metal-working, electrical or chemical.

Ms. Vitt Sale discussed the addition of ISO 14001 which is a certification for businesses that want to reduce environmental impact. The commission discussed several options for verification of sustainable practices including a letter of recommendation, certification of ISO 14001 or other certification or verification by an employee or customer. The commission reached consensus to ask for verification of compliance with environmental regulations. Ms. Vitt Sale suggested that large businesses should be required to provide third-party verification of green practices.

Ms. Vitt Sale suggested that a letter or narrative request for recognition could be used instead of an application. Mr. Eisenhart stated that it would be more daunting application for a small business. He stated that he likes the addition of verifying practices. Mr. Sterner suggested that instead of getting bogged down in details, it would be better to get the program off the ground first. Mr. Vitti stated that he likes the idea of a short application with an attached document that lists all the practices that a business could consider.

Resident visitor Ms. Kulat suggested that the application could also be an educational opportunity for businesses that do not qualify but would be able to learn about qualifying for the next year.

Mr. Sterner requested that Ms. Deitch use the discussion from the meeting to present a draft application for the next meeting.

VI. Old Business

Ms. Deitch provided an update on tree losses from summer storms. According to the Village forester, 180 trees were lost, which is less than 1% of the total inventory. Residents were contacted for replanting. Some locations would be completed this fall. Mr. Sterner asked if this reflected an increase in the budget or was part of the normal planting.

Ms. Deitch stated that the Recycling Extravaganza will be held on September 24, 2011 and that regular on-going electronics recycling will begin on November 5, 2011.

Mr. Hose asked about the summer mosquito spraying. He asked whether the spraying was in response to West Nile Virus being detected in the area given that the Village said that its practice was to spray if there was West Nile found. Ms. Deitch stated that she would provide an answer at the next meeting.

VII. New Business

Mr. Sterner asked the visitors if they wanted to speak. Ms. Salman stated that she was there after reviewing the ECC minutes online. She stated that the Cool Cities program had changed and that the goal is now to ask municipalities to build a renewable energy ordinance to define how renewable energy fits into the community. Ms. Salman said that she believes that the timing is appropriate now to begin to address energy usage. She would like to know how the Village is using its energy audits and the Center for Neighborhood Technology report. Ms. Deitch stated that the Village continues to pursue incremental improvements in energy consumption as the budget allows or as grants become available. Ms. Salman stated that she believes the Cool Cities recommendation to begin to consider a renewable energy ordinance is a good way to get started in the community.

Ms. Kulat stated that she wanted to inform that commission that there is now a curriculum based on climate change and that there are opportunities for education in the community.

VIII. Adjournment

Mr. Speta made a motion to adjourn the meeting. Mr. Eisenhart seconded the motion. Motion passed by a voice vote.

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
DOWNERS GROVE PUBLIC LIBRARY
OCTOBER 12, 2011**

MINUTES

ROLL CALL

President DiCola called the meeting to order in the Library Meeting Room at 7:35 p.m. Trustees present: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Trustees absent: none. Also present: Library Director Ashton; Assistant Director Carlson. Visitors: none.

APPROVAL OF MINUTES

Trustees reviewed the minutes of the regular meeting of September 28, 2011. It was moved by Greene and seconded by Humphreys **THAT THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 28, 2011 BE APPROVED.** Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

PAYMENT OF INVOICES

Trustees reviewed the list of invoices submitted for payment. It was moved by Loftus and seconded by Eblen **TO APPROVE PAYMENT OF OPERATING INVOICES FOR OCTOBER 12, 2011 TOTALING \$32,327.12 AND ACKNOWLEDGE PAYROLLS FOR SEPTEMBER 2011 TOTALING \$160,237.96.** Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

None.

OPPORTUNITY FOR PUBLIC COMMENT ON OTHER LIBRARY BUSINESS

None.

OLD BUSINESS

None.

NEW BUSINESS

- Approval of proposed schedule of closings for 2012

Trustees reviewed the proposed 2012 closing schedule. It was moved by Loftus and seconded by Read **TO APPROVE THE SCHEDULE OF LIBRARY CLOSINGS FOR 2012.** Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

REPORT FROM THE ADMINISTRATION

Ashton asked what trustees thought about continuing to offer flu shots for staff not covered by Village insurance as the library has done for the past two years. Ashton said the library would reimburse staff for the cost of a flu shot up to \$30, when submitted to Administration by November 30, 2011. Trustees commented that library staff members are exposed to everything, so it is appropriate to offer this protection for staff.

a. Strategic planning

Trustees reviewed the attached list of topics for exploration in DGPL strategic planning that were assigned to staff, during the managers meeting, who will do research and make recommendations for action. President DiCola suggested and Ashton agreed that the library's response to homeless persons will be included in the plan.

b. Meetings with staff

Ashton provided the attached summary of what he learned from his 100-plus meetings with every library staff member who works on a regular basis. Trustees thought these individual staff meetings were a great idea and good way to learn a lot in a short time.

Ashton said he would provide a resolution for the board to honor recently retired Circulation Manager Nadine Walsh at the next meeting.

He reported that at closing on October 3, the fire dept was called to investigate a strong electrical burning smell on the second floor and in-charge staff person Sara Pemberton and Bonnie Reid stayed until the firemen identified and resolved the problem by unplugging a computer. Ashton called the fire chief to thank him for the department's quick response to this incident.

Ashton thanked children's librarian Sharon Hrycewicz for starting a loyalty program on DGPL's FourSquare site. After someone visits DGPL 5 times, they can pick up a free book bag at the Circulation Desk.

He also thanked reference librarian Marty Krause for not only providing him the government documents he requested, but upon learning that he wanted to hang his coat on the back of his office door, she arrived within half an hour with a drill and hanger to install on his door!

TRUSTEE ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

It was noted with appreciation that the entire library board attended the Village Council meeting when recently retired library director Christopher Bowen was honored, and that the library, the current library board and past library boards were praised by the mayor and several council members. The library was referred to as a destination in Downers Grove and an institution of professionals.

ADJOURNMENT

The regular meeting was adjourned at 8:50 p.m.

2012 Calendar of Library Closings

Sunday, January 1, New Year's Day

Friday, January 13, In-Service Training Day

Sunday, April 8, Easter Sunday

Sunday, May 27, day before Memorial Day

Monday, May 28, Memorial Day

Wednesday, July 4, Independence Day

Possible Rotary GroveFest Closings

Thursday, June 27, GroveFest, **close at 7 PM**

Friday, June 28, GroveFest, **close at 7 PM**

Saturday, June 29, GroveFest, **close at 1 PM**

Sunday, June 30, GroveFest

Sunday, September 2, day before Labor Day

Monday, September 3, Labor Day

Thursday, November 22, Thanksgiving

Monday, December 24, Christmas Eve

Tuesday, December 25, Christmas

Monday, December 31, New Year's Eve, **close at 5 p.m.**

Tuesday, January 1, 2013, New Year's Day

Agenda Item 9a.

Topics for Exploration in DGPL Strategic Planning October 5, 2011

Environmental data

- **Census**
- **School population and trends**
- **Business growth and trends**
- **Village Comprehensive Plan**
- **Village parking study**
- **Other Village information**

Service Strategy and implications

- **Teens**
- **Children**
- **Seniors**
- **Language/ethnic needs**
- **Traditional reference**
- **Readers Advisory**
- **Collection mix**

Technology

- **Overall strategy**
- **RFID**
- **Mobile applications**
- **Public computers**
- **Staff training**
- **Public training**
- **Library.2 training and refreshment**
- **Training room and computer room development and use**
- **E-books**
- **Equipment replacement strategy**
- **Technology haves and have-nots**
- **SWAN developments**
- **Technology for kids**

Building condition and use

- **Repairs**
- **Upgrades**
- **Rearrangements**
- **Collection and staffing needs to drive building use**
- **Maintenance and housekeeping tactics**

Operational issues

- **Best practices of neighbor libraries**
- **Purchasing**
- **Process development**
- **Communications tools and strategies**
- **Financial practices and policies**
- **HR systems and practices**
- **Village requirements**
- **Village resources**

What Else?

Agenda Item 9b.

Meetings with Staff

October 14, 2011

A summary report of the Director's learning from these meetings will be presented at the Board meeting.