

**Minutes of the Community Design Commission Meeting
October 25, 2023 at 7:00 p.m.
Room 201**

A recording of this meeting is available on the Village of Oak Park Website:
<https://www.oak-park.us/your-government/citizen-commissions/commission-tv>

Community Design Commission meeting called to order at 7:00 p.m. and roll was called. A quorum was present.

Attendees: Chair Juan Betancur and Commissioners Jansen, Ross, Finley, Wright and Meeker

Absent: None.

Also present: Craig Failor, Village Planner and Michael Bruce, Zoning Administrator

Agenda Approval: Commissioner Ross made a motion to approve the Agenda. Commissioner Wight seconded the motion. A voice vote was taken and the Agenda was unanimously approved.

Non-Agenda Public Comment: None

Approval of Minutes: September 27, 2023 - Commissioner Ross moved to approve the minutes. Commissioner Finley seconded. A voice vote was taken and the minutes were unanimously approved.

New Business:

Public Hearing(s); Sitting as the Design Review Commission:

Sign Variance - Public Hearing & Resolution; *American House, LLC – 703 Madison Street:*
The Community Design Commission will hold a public hearing on an application filed by the Applicant, American House, LLC, seeking variances from the Oak Park Sign Code relative to increasing permanent window sign coverage, increasing the size of temporary banners, increasing the number of banners that can be displayed on a zoning lot and increasing the amount of time a temporary banner can be displayed.

Michael Bruce, Zoning Administrator gave an overview of the application. Mr. Paul Zapply, Executive Director for American House and Mr. Dave Danisk with the sign company provided pertinent information on the requests for the sign variances. After a discussion between the Commission and Applicants, it was determined that the proposed banner signage would be distraction for drivers. The request for both the banners and window signage was for a duration of one year. The Commission also believed that the length of time was too long. If they needed to come back at a later date, they could ask for an

extension of time. The Commission felt a duration of 6 months would be adequate for the window signage.

Commissioner Jansen moved to approve the window signage request at both locations for a period of six-months and deny the request for the two (2) proposed banner signs. Commissioner Wright seconded the motion. A roll call vote was taken and the motion was approved as follows:

Jansen – Yes
Wright – Yes
Finley – Yes
Ross – Yes
Meeker – Yes
Chair Betancur - Yes

Michael Bruce, Zoning Administrator reviewed the draft Resolution and indicated it would be revised to accommodate the Commissions motion. Commissioner Ross made a motion to approve the Resolution as amended. Commissioner Wright seconded the motion. A roll call vote was taken and the motion was approved as follows:

Ross – Yes
Wright – Yes
Jansen – Yes
Finley – Yes
Meeker – Yes
Chair Betancur - Yes

UIC Great Cities Institute – Racial Equity Assessment. The Commission viewed the video and completed the online form.

Reports; The Village Forestry Superintendent, Grant Jones, presented an overview of the Urban Forestry Management Plan for review and recommendation by the Commission. The Commissioners asked questions regarding the Plan and were very supportive and complimentary of the Village’s efforts in maintaining/ generating our urban forest.

Commissioner Wright made a motion to recommend approval of the Plan. Commissioner Ross seconded the motion. A voice vote was taken and the Plan was unanimously recommended for approval.

Other Business;

Work Plan: Village Planner Failor reviewed the Commission’s Work Plan for 2024. Commissioner Jansen made a motion to approve the 2024 Work Plan. Commissioner Finley

seconded the motion. A voice vote was taken and the 2024 Work Plan was unanimously approved.

Cavalcade of Pride: Village Planner mentioned that the selections should be completed by the November 15th special meeting. He indicated the formal presentation would happen in January 2024.

Adjournment - Commissioner Ross moved to adjourn the meeting. Commissioner Wright seconded the motion. The meeting was adjourned at 8:07 p.m.

Prepared by: Craig Failor, Village Planner