

MINUTES  
VILLAGE OF ELBURN PLANNING COMMISSION/ZONING BOARD OF APPEALS  
July 7, 2020

Members Present: Chairperson Carolyn Jansons, Commissioners Ryan Anderson, Chris Gould (via remote), Rob Houtz, Chris Mulvihill, Brian Techter

Members Absent: None

Staff Members Present: Village Administrator John Nevenhoven, Building Commissioner Tom Brennan, Public Works Supv. Phil VanBogaert

Others Present: None

1. Call to Order – Chairperson Jansons called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance – Chairperson Jansons led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call ensued.
4. Public Comment – None.
5. Approve Minutes – A motion to approve the March 3, 2020 Planning Commission minutes and Tree Board minutes was made by Commissioner Mulvihill and seconded by Commissioner Anderson. The motion unanimously carried by voice vote.
6. Discuss and Recommend a Façade Grant for 303 N. Main Street – Administrator Nevenhoven stated a couple has purchased the home at 303 N. Main Street with plans to turn into a furniture resale shop (Sadie's Attic). The applicants would like to bring the building into good repair and expect to spend about \$6,117.00 on "eligible" repairs to the facade that faces a right-of-way. Currently the building has two facades (Rt. 47 and Pierce Street). Current photos and historic photos of the building were referenced by Nevenhoven. Per staff, the application meets the spirit and intent of the facade program. Per a commissioner question about the program, Nevenhoven indicated there was \$10,000 in the budget for the façade program. Details of how the program worked followed. Motion by Commissioner Houtz, seconded by Commissioner Mulvihill to recommend the Village Board approve the facade grant request for 303 N. Main Street. Motion passed by unanimous voice vote.
7. Discuss and Recommend a Façade Grant for 1 and 21 S. Main Street (PIN 11-05-151-001) – Administrator Nevenhoven explained two addresses under one PIN number existed for this building. For this particular PIN parcel, the applicants are planning to tuck-point the brick, replace awnings, and do some work on North Street that will include removal of the brick and replace it with a door and new sidewalk. (Estimated at \$38,500) Discussion followed as to the building having two addresses but being one building. Motion by Commissioner Mulvihill, seconded by Commissioner Techter to recommend Village Board approval of the facade grant request for 21 S. Main Street (PIN 11-05-151-001). Motion passed by unanimous voice vote.
8. Discuss and Recommend a Façade Grant for 21 S. Main Street (PIN 11-05-151-008) – Out of the two buildings under this PIN, Nevenhoven said the only item that qualified for the facade grant was the west facade of the Steel building. Asked why the west facade qualified under the program while the east facade did not, even though both had parking lots, staff explained the east side parking is village-owned (public lot) while the west side parking lot is owner-owned. Chairwoman Jansons then inquired about the definition of a "façade" which Nevenhoven read from the ordinance. The Chairwoman then inquired how a public parking lot could be considered a public right-of-way. Commissioner Gould pointed out the goal of the facade program was to improve the look of the downtown including consideration to remove old tractor tires and weeds. Commissioner Anderson

supported the facade grant for both parcels but said it left about \$1,700 remaining to work with. However, Nevenhoven added that those funds would depend upon the payout to Sadie's Attic. An example followed. Discussing options for funding distribution, Nevenhoven pointed out the distribution was based on first-come first-serve process. Motion by Commissioner Mulvihill, seconded by Commissioner Houtz to recommend to the Village Board approval of the facade grant request for 21 S. Main Street (PIN 11-05-151-008) contingent upon final dollar numbers from the Sadie's Attic application. Motion passed by unanimous voice vote.

9. Other Business – Administrator Nevenhoven reported there will be another public hearing for the Village's comprehensive plan at the August 4<sup>th</sup> Planning Commission meeting due to the COVID-19 pandemic and because the Village Board had 90 days to take action on the matter but no action was taken. Commissioners were fine with the agenda item.
10. Adjourn – Commissioner Techter motioned to adjourn the meeting at 7:35 p.m. with Commissioner Houtz seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,

/s/ Celeste Weilandt  
Recording Secretary for  
Diane McQuilkin  
Village Clerk