



City of Aurora

5th Floor Conference
Room
44 E. Downer Place
Aurora, IL 60505
www.aurora-il.org

FoxWalk Overlay District Design Review Committee Meeting Minutes

Wednesday

October 25, 2023

6:00 PM

CALL TO ORDER

Chairman Zine called the meeting to order at 6:02 pm.

ROLL CALL

The following Committee members were present: Chairman Zine, Mr. Castrejon, Mrs. Diaz, Mr. Failing, Mr. Hoffman, and Mr. Palmquist.

OTHERS PRESENT

The following staff members were present: Mr. Sieben, Mrs. Morgan, and Mrs. Vacek.

Todd Vanadilok (Egret + Ox Planning)

APPROVAL OF MINUTES

23-0804

Approval of Minutes from 9/27/2023 FoxWalk Design Review Committee Meeting

Chairman Zine said alright, so last month we could not approve the minutes for September, so you got those 30-something pages in your email, so if there are any corrections...if there's no corrections, do I have a motion to approve the September minutes?

MOTION OF APPROVAL WAS MADE BY: Mr. Castrejon

MOTION SECONDED BY: Mr. Palmquist

AYES: Chairman Zine, Mr. Castrejon, Mrs. Diaz, Mr. Failing, Mr. Hoffman, and Mr. Palmquist.

NAYS: 0

ABSTAIN: 0

Motion carried.

Chairman Zine said the meeting minutes are approved. So, we're continuing now with the update for the FoxWalk Overlay District Guidelines and so, let's just jump right into

that.

A motion was made by Mr. Castrejon, seconded by Mr. Palmquist, that the minutes be approved and filed. The motion carried.

AGENDA

23-0774

2023 FoxWalk Overlay District Design Guidelines Update

Mr. Vanadolik said should I just go ahead?

Mrs. Morgan said yup, go ahead.

Mr. Vanadolik said thank you, Jill. Thank you, Committee, for having me back. Good to see you all again. So, today...today we continue our process to review the proposed amendments to the FoxWalk Overlay Design Guidelines. I've highlighted in yellow where in...and in the circle graphic below...we are the middle of a multi-step process to draft, review, and refine the draft amendments to the Design Guidelines. I do want to thank Jill and Tracey and Ed and their staff for providing an extra level and additional work to make sure that all the draft amendments align with kind of the internal workings of the City. So, I really want to thank them for all their tireless effort on this, and I'm sure you all thank them as well.

Chairman Zine said absolutely.

Mr. Vanadolik said and if we stay on track with this general schedule that you see ahead, we're looking to present the refined Design Guidelines. We actually had a second open house later, potentially in the next month. We're still working on details and dates, and then the City Boards and Commissions also starting in November. Anticipated final approval, likely in December, so all of this should be wrapped up by the end of the year. And the final version, again, would be updated...the final version of the updated Design Guidelines will also be translated into Spanish. We do have someone lined up to do that work, we just need to have all the things tied up together and then once we kind of have a full draft ready to share with them in English, they can translate that into Spanish.

Chairman Zine said okay.

Mr. Vanadolik said as you can see here, you'll probably recognize this slide, this is the general structure of the document. It's divided into 11 chapters, or 11 sections. Last month in September, we started our initial review. We looked at sections 1 and 2. Today, we're going to continue on with sections 3 through 6. If all goes well today, we'll finish up with the final 5 sections next week. So, we do want to...even though we did cover sections 1 and 2 last month, we did want to mention a few additional highlights or additional changes that weren't covered last month in September.

One is about roof design, Section 2.6.2. We added new language to ensure railings are not obtrusive to maximize visibility of the skyline. Railings may be composed of cable, glass, or other clear materials. However, woven mesh, chain-link, or metal guardrails shall not be permitted.

And the second bullet point here is about Winter Vestibules and Enclosures. These shall require a Certificate of Appropriateness, Building Permit, and any required City license or agreement. Such enclosures shall only be permitted October to March, so generally the colder months. They should also be neutral in color and made of

weather-resistant material. Material shall be changed immediately when signs of deterioration start to show. Enclosures shall not cover or damage architectural features of the building. And any text or graphics would be regulated as a wall sign. Any thoughts here before we move on? These are just on top of the changes we talked about last month.

Mr. Hoffman said is the vestibules and enclosures generally referred...or would that include like the canvas little...

Mr. Vanadolik said that are next to the front...

Mr. Hoffman said I'm thinking, like, the Tavern on Broadway has one...I think that's permanent, essentially...existing ones would be grandfathered, right? This would be guidelines for...

Mrs. Morgan said no, they're...I mean they're currently on our City sidewalk so they're not grandfathered.

Mr. Hoffman said oh, okay...okay...

Mrs. Morgan said they were never permitted or approved so they would start...we would start regulating them.

Mr. Hoffman said okay...okay...so this would permit them to encroach into City sidewalk space with this guideline? Okay.

Mr. Sieben said didn't Leland want to do one or did one?

Mr. Castrejon said we have one.

Mr. Sieben said you have one?

Mr. Castejon said yes.

Mr. Sieben said that's what I thought, there was one there too.

Mr. Vanadolik said great...great questions. So, on to the new material, starting with Section 3. This section focuses on guidelines and regulations for Additions and New Construction.

So, some of the new stuff that we wanted to highlight here first is about new Building Façade Design. This would require DRC approval for all new construction.

Second bullet point about service areas; mechanical equipment, utility transformers, and junction boxes should adhere to the requirements outlined in Section 2, which we covered last month. In the Section 2 covers maintenance and alterations.

Third bullet point is about Building Heights and Massing. For new construction on large...this relates to new construction on large expanses of vacant land. So, when such properties don't abut historic properties, such land provides an opportunity to create new land...to create new landmarks with more modern design while still respecting downtown's historic character. For building heights that exceed those of surrounding buildings by several stories, it is even more crucial for development to utilize imaginative design to ensure they are built of the highest quality design so that the additional stories enhance the skyline and do not detract from it.

And then the last bullet point is about Roof Design, specifically Vegetative Roof

Systems which are more commonly known as roof gardens or green roofs. These are allowed in the new...in the updated Design Guidelines, and new rooftop spaces should follow guidelines outlined for existing buildings.

I know that was a lot, especially bullet point 3, so any thoughts or questions on this one?

Chairman Zine said do we have anything on rooftop solar?

Mr. Vanadolik said we do. We will cover that in a future slide about energy infrastructure.

So, this slide, a few bullet points. The first one is about Building Exteriors: Materials, Scale, and Design. So, large scale windows are permissible, particularly to enhance transparency of buildings next to the river, however very dark reflective glass shall not be used. For next construction on large vacant land, particularly projects that are not strictly infill, modern materials are acceptable as long as they respect the historic character of downtown. Such locations are more appropriate for large expanses of metal and glass curtain wall systems.

Materials like cement board, engineered wood, or similar siding that simulate wood may also be allowed.

And the last bullet point of this relates to both lighting and a subsection on outdoor dining. These are new sections. These guidelines for maintenance and alterations...are guidelines for maintenance and alterations to existing structures, which are covered in Section 2, shall apply to additions and new construction relating to these 2 aspects about lighting and outdoor dining. Any thoughts on this one?

So, this slide we focus on another new section. This is about Rooftop Decks. So, this talks about rooftop spaces that may be used for public use such as a rooftop deck. Provided that safe ingress and egress and access to fire escapes adhere to fire safety codes. A rooftop deck must also meet code requirements, including but not limited to structural loads, setbacks, options for screening, certain sections for activities, railings or walls, and placement of mechanical systems. Decks shall be located at the rear of buildings or areas not visible from the street. They should not remove or cover architectural elements. Decks should be kept simple in design with durable materials like natural wood or a contemporary alternative, like composite decking with wood railings. And also, railings should not be obtrusive by using cable, glass, or other clear material. Again, woven mesh or metal guardrails shall not be permitted for decks.

And here, you can actually see some photos of decks showing kind of the metal...some of the different materials that could be used on railings.

Next is another new section in Section 3, Section 3.11. This is about Sustainability. So, new sustainability design guidelines are intended to support Aurora's legacy of being green and capitalizing on steps the City has taken to advance sustainability design in development over the past several years. For example, the City produced the sustainability plan in 2009 and upgraded it...updated it in 2019. There's also the Mayor's Sustainable Aurora Advisory Board. The City has participated in sustainability events like Green Fest and the 2015 Green Town event, which was actually hosted here in Aurora. And one thing that grew out of that 2015 Green Town event was that the City of Aurora was a founding member of the Fox Valley Sustainability Network. Green Town also inspired the City to update its Zoning Code based on sustainability standards. Rain barrel and rain garden programs were also instituted in the City. More recent actions include the City's Gold SolSmart designation as a friendly solar community and electric vehicle charging stations initiative, which we'll actually cover, again, energy in a slide later. And then Ongoing Green Infrastructure Implementation Project that aims to improve water quality in the Fox River. So that's...even though it's a little bit more city-wide, but it does relate very directly to this area because of the

adjacency to the river.

And the Sustainability Guidelines should be coordinated with the City's Building Code requirements, where appropriate. Many sustainability solutions are eligible for grants at the local, state, and federal levels, as well as tax incentives, including those relating to historic properties. I know that was a mouthful, but any thoughts here? This is definitely a new section and something that was definitely talked about at the Open House and in discussions with others in the community.

Okay, some of the subsections under Sustainability I'll go through relatively quickly. One is about Air Sealing and Ventilation. Many ways to do this is about weather stripping, caulking, and repairing cracks. We also talk about standards for vestibules, operable windows, as well as drapes and curtains on upper stories. There's also standards regarding maintenance of interior humidity, which also relates to ensuring that HVAC systems are well-performing and well-maintained.

Second subsection is about Window Energy Efficiency. This relates to storm windows that can help increase energy efficiency as well as, similar to the previous slide, weather-stripping that can help reduce energy costs as well.

Third subsection is about alternative energy sources. This is the slide that we were talking about earlier.

The first bullet point is about Wind Energy Infrastructure. Some standards here. Wind energy infrastructure shall not be put on buildings greater than 50 years old when visible from the public right-of-way, but they shall be kept at a low profile, where possible. And this also requires DRC approval.

The second bullet point is about Solar Energy Infrastructure. This, again, shall not be visible from the public right-of-way and also shall keep a low profile, where possible.

And the third bullet point is about Electric Vehicle, or EV, Charging Stations. These shall be permissible in the District, here in the FoxWalk, and they're generally most appropriate in off-street parking areas, which you'll often see because they're often paired with parking spaces. Any thoughts here? I know that was brought up earlier.

Okay.

And the fourth subset under Sustainability is about Vegetative Roof Systems, which we did talk about roof gardens. So, these type of system designs require DRC approval. They shall follow roof requirements that were outlined in Section 2. And then additional guidelines providing...provided guiding how to create successful...there are additional guidelines provided that help to...that guide how to create successful vegetable roof systems, which I covered earlier.

Chairman Zine said do we have any of those present?

Mr. Vanadolik said roof gardens?

Chairman Zine said no?

Mrs. Vacek (off mic) said I'm sorry, what?

Mrs. Morgan (off mic) said roof gardens anywhere?

Mrs. Vacek (off mic) said we do not.

Chairman Zine said I don't think so.

Mrs. Vacek (off mic) said I don't believe we do.

Chairman Zine said I know we've got some rooftop decks...that's...solar.

Mrs. Vacek (off mic) said I don't think that there is any roof vegetation roofs...

Chairman Zine said alright.

Mr. Vanadolik said that was it for Section 3.

Moving on to the fourth section. This relates to the Guidelines and Regulations for Signage. So, under here, there was a section early on about prohibited signs. One thing that we did remove from that section; electric...electronic message boards are no longer classified as a prohibited sign. We'll actually cover that in a slide later in the deck.

Second bullet point about Civic or Commercial Banners or Flags Installed on Publicly-Owned Downtown Streetlights or Utility Poles. The 3...there was a 30-day time limit. That was actually a limit removed from the standards as these banners are routinely up for longer than 30 days.

Mr. Hoffman said is there a City permit or process for the banners, like the one at the Paramount or a City program?

Mrs. Morgan said yeah, through our Downtown group, they work with entities on changing those out. There's a standard size and material and...

Mr. Hoffman said okay, so there's a...established system for the time that they...they're installed. It's not the individual business owner behind it?

Mrs. Morgan said no, they work with the City on those...

Mr. Hoffman said okay...okay...that makes sense that these guidelines would have a little bit more freedom for that...for that group...

Mr. Vanadolik said third bullet point is about Door Signs. Guidelines regarding door signs were removed regarding signs on wood doors, which should be discouraged. Fourth bullet point about Temporary Construction Signs. This was just changed...changing a title. Changing it to "Temporary Signs for Properties Under Construction."

Fifth bullet point is about Temporary Real Estate Signs. Again, this is another title change. This was changed to "Signs for Property Listed for Sale or Lease." The increase...there was an increase in allowable window signage coverage. It went from 25% to 50%. There was also an addition of that all temporary or permanent wall signage cannot exceed maximum amount of wall signage. And then there was also a removal of a reference to Upon Closing in one of the standards. And the last bullet point is regarding Vehicular Signs. This just generally matches the Sign Ordinance requirement that no vehicle shall be parked on a public right-of-way, public property, or private property so as to be visible from the public right-of-way.

Mr. Hoffman said what would vehicular signs be? Is that like a...would that...be like...like in New York, the trucks that drive around with basically a billboard on the back? I haven't seen those around here, so I'm trying to think. Would this be a business van that's got signs or vinyl wrap that they had parked obtrusively in space in...front of their business or...

Mrs. Morgan said I think technically...I'm sorry, go ahead.

Mr. Sieben (off mic) said yeah, a banner or painted...I've seen people rent old U-Hauls or buy old U-Hauls and paint...you know...

Mr. Hoffman said okay, yeah...yeah...

Mr. Sieben said (off mic) said (inaudible) or just keep it permanent. So, there's ways they do it. They're like mini billboards that they just park out...

Mr. Hoffman said oh, okay...okay...

Mr. Vanadolik said great...good question.

Mr. Failing said so if a restaurant had...like, I'm thinking, for example, like Sci-Tech when they were here had their van parked there that had Sci-Tech all over it. Would that not be allowed now?

Mrs. Vacek said I mean I think it would be allowed at a temporary basis, but if it was sitting there for 5 months and it wasn't moving, that would be a bit of a problem.

Mrs. Morgan said like if it's...if you're actively using...

Mrs. Vacek said if you're actively...

Mrs. Morgan said like if it's a delivery car that makes deliveries and has your business on it, but if it's being parked there, it's basically advertisement that doesn't move.

Mr. Failing said so, basically if it was like a UPS...business, but essentially a UPS truck that's used for course of business it's okay but if it's there for the sole purpose of advertising, it's not okay.

Mrs. Morgan said correct.

Mrs. Vacek (off mic) said yeah, and it would say that even if it's used for your business and you're just sitting it in front of the business for extra advertising, then we would not allow that.

Mr. Hoffman said we...we would need some more clarification on that...

Mr. Sieben (off mic) said well, it's referring...I don't think you have the whole thing in here...it's referring to how we have it in the sign ordinance, correct?

Mrs. Morgan said it does, yes.

Mr. Sieben (off mic) said yeah, so then...not having it in front of me, I'm not sure...

Mrs. Morgan said is there more to the sign ordinance...

Mr. Hoffman said oh, okay...so this is just harmonizing with the sign ordinance. I'm thinking like maybe a restaurant that has...

Mr. Sieben (off mic) said (inaudible) 2 years ago when we did the sign ordinance...

Mr. Hoffman said okay...

Mr. Sieben said because it was kind of vague, it wasn't real clear.

Mr. Hoffman said okay...that can be kind of a gray area in the middle of like...if you have a restaurant that does catering work and so they have like a, you know, vinyl wrap on their...on their van or something and so that it's there, they're using it as a kitchen, it's there but most of the time versus actually your...about the van parked out...that reminds me, in Omaha there was one, it was a restaurant downtown and there was this van with, like, flat tires that was there for the entire 7 years that we lived there and it was clearly just a loophole billboard.

Mrs. Morgan said yeah, I think that's the essence that we're trying to...

Mr. Hoffman said yeah, okay...so, there's more detail...

Mr. Failing said (inaudible) couldn't afford that anyways...

Mr. Hoffman said that...that addresses that so that there's not a unreasonable restriction on a business who has a...

Mr. Failing said right, because (inaudible) like within the District like Aurora Fastprint. They don't have a wrap on their van that they use for deliveries but that's parked out back of the business 24 hours a day when it's not doing deliveries, so if they wanted to put a wrap on that, they couldn't.

Mr. Sieben said (off mic) right, yeah (inaudible).

Mr. Vanadolik said yeah, and it's generally just having...making sure that there's alignment between these Design Guidelines with the sign ordinance which has been in place for...which was updated a few years ago and then it's been vetted by the City and ensuring that it's legally bound and making sure that they align so that...

Mr. Hoffman said okay, so I guess...in any case where our opinions or feelings are, we're downstream of the Sign Ordinance.

Mr. Vanadolik said I mean, yeah...right now, we're kind of summarizing maybe too simply here, but yeah, there's more detail in the actual...

Mr. Hoffman said is there a reference in the guidelines to the Sign Ordinance for that or is that then create another problem with the link if there's a change in the sign ordinance?

Mr. Vanadolik said we can, if it's not...if it's just saying "refer to Sign Ordinance" ...something like this probably warrants it to be more defined. I would have to go back to verify if we got into more detail, but I think kind of given the discussion we're having right now, probably warrants it probably actually being a little more definitive in the actual FoxWalk Design Guidelines so that people can go back and forth, but it's a lot clearer in here, in these Design Guidelines. But, yeah, we can double check that. Okay, this slide is about Window Signs. So, the first one is about permanent window signs increasing...so, here we increased the allowable coverage from 25% to 50%, again, to be consistent with the Sign Ordinance and this is more consistent with standard practice for the past decade in downtown. And then, these are not permitted above the first floor. It used to be that they were not permitted above the second floor,

so it's changed to moving it down to the first floor.

And then the second and third bullet points relate to Window Screen Signs, Permanent and Temporary. The one in the middle is about Permanent Window Screen Signs. So here, window screen signs and window signs should not cover more than 50% of the window area, which is consistent with the Sign Ordinance. Again, not permitted above the first floor on non-commercial uses.

Chairman Zine said what's a window screen sign?

Mr. Sieben said (off mic) like downstairs, what we have in the front windows. Graduating like that, it's (inaudible).

Mr. Vanadolik said so, there's an example.

Chairman Zine said is that the kind you can see through?

Mr. Sieben said (off mic) like you can see out but you can't see in.

Mr. Failing said perforated vinyl.

Chairman Zine said so, is that bakery on the corner of New York...

Mr. Sieben said yeah...yeah, we talked about this.

(Laughing)

Chairman Zine said is that in our district, first off?

Mr. Sieben said no...no...

Chairman Zine said okay.

Mr. Sieben said but...yes.

Chairman Zine said okay, but that's the sign we're talking about?

Mr. Sieben said one hundred percent.

Chairman Zine said right, okay.

Mr. Hoffman said so these are...these are all consistent with what's in the City-wide Sign Ordinance?

Mr. Sieben said (off mic) correct...(inaudible)

Mr. Hoffman said right? So, this is just adopting what's...do we...I mean maybe I'm moving ahead...do we have in the new guidelines now any variance or divergence from the City Sign (Ordinance) or are we just completely in alignment now...

Mr. Sieben said yeah, oh...yeah...we'll get into that with some...

Mrs. Morgan said oh yeah, a lot of it (inaudible)...there's just a few things that we're trying to make...

Mr. Hoffman said okay, so we're focusing on...

Mrs. Morgan said we just trying to make consistent...we're not trying to be all consistent, just a few things to make consistent as well as the fact that we don't follow the window signage in the downtown, currently. No one has 25%, which is what's current. So, we're also meeting more of what you actually see.

Mr. Hoffman said okay.

Mr. Vanadolik said and again, sticking window screen signs, this time temporary signs. This is related for vacant properties and properties under construction. Here, window screen signs and other window signage are allowed to cover 100% of the window as temporary. It's limited to vacant units that are registered as vacant with the City and units that are actively in the process of being rehabbed. And this must be removed upon issuance of Certificate of Occupancy.

So, this slide is...the next several slides are about Section 4.4 regarding Certificate of Appropriateness and Sign Permits Required. So, signs that require the COA or a sign permit. So, there are several ones under this...in this one on this slide.

First one is about Special Events, particularly about window art for holiday celebrations are permitted and does not count as a window sign.

Second bullet point is about Awning Signs. If an awning sign is used, the unit is not eligible for a fascia sign.

Third bullet point is about Canopy Signs. These...if the sign is parallel to the building, they shall follow fascia sign requirements. But if a sign is perpendicular to the building, then it shall follow projecting sign requirements so, basically if it's parallel or flat to the building, it's like a fascia sign, but if it's perpendicular, or like a "T" and you can see it from afar, then it must follow requirements for a projecting sign.

Fourth bullet point about Commercial Banners or Flags. This section was combined with Projecting Signs.

And the last bullet point about Ground Signs. So, there's a standard that was added about maximum sign face of 30 square feet. Previously, there was no maximum so right now the new standard is to have the 30 square feet. And then addition that the base of a ground sign shall be 75% of the sign width and constructed of masonry material, and that is consistent with the Sign Code.

Mr. Hoffman said so those would be a free-standing sign away from the building?

Mr. Vanadolik said correct.

Mr. Hoffman said okay, there's probably not that many locations in district where that would...you don't see too many because most of them are on the outskirts, probably close on the west side...on River, maybe.

Mr. Sieben said yeah, River, Benton, Waubensee's got one on Galena...

Mr. Hoffman said okay, okay, okay...

Mr. Sieben said there's not many, just a few...

Mr. Hoffman said 'cause most of them are sidewalk...on the sidewalk...

Mr. Sieben said (off mic,inaudible) they're on the...they're off the property...

Mr. Hoffman said yeah.

Mr. Vanadolik said sticking with Section 4.4, this is about Fascia Signs. So, the size requirements were changed from...so, there was an equation for calculating size requirements, so the size requirements were changed from multiplying the width of the storefront by 2.5, and then by 40%. But now, rather than multiplying it by that 40%...or it used to be 60%, now we're multiplying it by 40%.

Mrs. Morgan said nope, now we're multiplying by 60%.

Mr. Vanadolik said oh, correct. It was by 40% and now it's going to be 60%. And the reason for this change was...oh, go ahead...

Mr. Sieben said (off mic) no, just reverts back to what you had said...

Mr. Vanadolik said the reason for this change was due to a review of previous sign permits that found that the current regulation was creating signage that was disproportionate to the size of the fascia area. Overall, the sign would look more appropriate if it took up more space. Where a building unit is located on an exterior side or rear side, side or rear, the fascia sign is allowed on the primary entrance rather than the primary façade. And to encourage higher quality of signage, the following signage...the following signs are prohibited: things like cabinet signs, fabric signs, banners, temporary signs made to look permanent, vinyl stickers, plastic, and plastic core signs. So the 2 photos that you actually see at the bottom here on the side, the photo on the left is an example of a bad fascia sign that conforms to the current guidelines and looks too small. The photo on the right is a fascia sign that is not currently permitted but is a new sign that was allowed as it was just a face change from a previous approval from the DRC, but currently is too large. So, the second sign example fits the space better and serves as just one example of how to get to that larger size. So, kind of going to back to that first bullet point, that equation where you're multiplying by 60% instead of 40% to get that larger size. Yeah, there's math involved, but...

So, this is...this slide we touched upon really briefly as it was about Digital Message Boards. This is a new section. As indicated earlier, digital message boards are no longer prohibited. The additional allowances for digital message boards were provided to support the modernization and attraction of downtown. Digital Message Boards are limited to certain uses to prevent a proliferation of such signage, though. Permitted only for...it's only permitted for live entertainment facilities such as theatres, live entertainment venues, and so on. Parking garages are City facilities. Signage was focused on non-contribution and non-primary facades to minimize impact on the character of historic buildings. If located on the primary façade or exterior side elevation of a contributing building with historic values, such sign should require DRC approval.

And then the following regulations for such sign should apply:

1) Projecting signs with digital message boards should be located between the first and second floors. Maximum sign face should be 12 square feet with a 5 foot maximum sign face width.

2) For wall and marquee signs, the digital message board shall not constitute 100% of the sign.

3) Wall and marquee signs shall follow the size requirements for wall signage with a maximum of 50 square feet unless approved by the DRC.

Again, a new section. Any questions or thoughts on this?

Mr. Castejon said could we add some time of deadline for removal of holiday signage, so we don't have Christmas still hanging around at Valentine's?

Mr. Vanadolik said is this for digital message boards or for...?

Mr. Castrejon said well, it was the previous section under the first...

Mr. Vanadolik said oh, yeah, I think we covered that under Special Events.

Mrs. Vacek said (off mic) yes.

Mrs. Morgan said yeah, we talked about that. Currently, there is something, like, in Property Maintenance about...umm...about Christm...like, holiday decorations but we will have to double check to see if we can maybe just rely on that, or if we need something in addition to it.

Mrs. Vacek said (off mic) I would agree with you.

Mrs. Morgan said we think it might be 30 days...

Mrs. Vacek said (off mic) I think it's 30 days after.

Mr. Sieben said (off mic) I think they wait 6 (inaudible) until they cite. Problem is holidays aren't fluid, but I know where you're going so...

Mr. Vanadolik said good questions.

Mr. Hoffman said does digital message boards, does that apply to just exterior permanent mounted or would that apply to window hanging digital signs too or would that be different?

Mrs. Morgan said I would say windows won't be allowed...

Mrs. Vacek said (off mic) yeah, it would (inaudible)...

Mrs. Morgan said since we don't allow it as window signage.

Mr. Hoffman said okay.

Mrs. Morgan said like, we only allow it as a...(inaudible) proposing blade or a wall sign, so then...umm...it would not be allowed as a window sign.

Mr. Hoffman said okay. 'Cause we definitely have some of those around.

Mrs. Morgan said do we?

Mr. Hoffman said the downtown does (laughs).

Mr. Vanadolik said and I think the...was it the...for the first sub-bullet point, it talks about it should be located between the first and second floors, so that should cover that. It has to be between floors and not in the windows, that's kind of extra coverage...(inaudible).

Mr. Hoffman said okay, so digital or lighted changing signs in windows would...would not be...

Mr. Vanadolik said I mean they're already prohibited in other, I think other sections of the code but does kind of...requiring it between the 1st and 2nd floors give you kind of an additional...

Mr. Hoffman said okay.

Mr. Vanadolik said leg to stand on.

Mr. Hoffman said this gives the narrow allowance for them where the rest is prohibited.

Mr. Vanadolik said yeah...

Mrs. Morgan said and this is more of a message board, so more of the changing messages...

Mr. Hoffman said okay...

Mrs. Morgan said not so much just...not just a lit sign.

Mr. Hoffman but like the...like the scrolling open sign that has other little messages on it.

Mrs. Morgan said yeah, that would be on this, yeah. Those would not be permitted...

Mr. Hoffman said okay.

Mrs. Morgan said in the...

Mr. Hoffman said I'm thinking of the...

Mrs. Morgan said they're currently not permitted...

Mr. Hoffman said you know, the smoke shops and those kind of...

Mrs. Morgan said so we can go after them now if there are some.

Mr. Hoffman said okay. Was that added to the recent sign ordinance revisions?

Mrs. Morgan said umm...nah, I think they're not allowed for this...they've never been allowed...

Mr. Hoffman said they've never been...okay...

Mrs. Vacek said (off mic) not be allowed for window signs.

Mr. Hoffman said we just...we have some non-compliers.

Mrs. Morgan said okay, well...

Chairman Zine said there are some non-compliers...

Mrs. Morgan said if there's some...if you know of some places, let us know and we can...

Mr. Sieben said is this more than an open thing or is there more than that?

Mr. Hoffman said I'm...yeah, I'll have to actually go around downtown and look for specifics. I've got some...some of them could be outside the district. So, like a lighted...like a static lighted sign would be...where would...is there some...where...where it's like a small little open sign versus something large and lit. Is there a definition of...

Mr. Vanadolik said we do talk about...umm...illumination of signs, whether internally lit or lit by like a spotlight, like a light shining on to a sign, we do have to talk about that. I think we did cover it a little bit briefly last time, but there is more detail in the...the full design guidelines. We didn't cover it in any of these summarized bullets, but...

Mr. Hoffman said okay. If we can get rid of...if we're gonna address the...we talked about this last time too...the intense blinding LED strip lights around the windows downtown would be more attractive.

Mrs. Morgan said umm...those are not permitted per the sign...

Mr. Hoffman said yeah, they...

Mrs. Morgan said they're not permitted so we can also start going after those too.

Mr. Hoffman said yeah... okay. So, I should start seeing those disappear around the City?

Mrs. Morgan said and I...maybe we even should mention...reference it in the guidelines, we can think about that too.

Chairman Zine said are we going to grandfather existing signs that don't meet the new guidelines?

Mrs. Morgan said yes, so there is another section coming on about that. And that is ones that comply now and don't comply to the changes. If they don't comply now, we can still go after them. They don't get grandfathered.

Mr. Hoffman said makes sense. Shouldn't be grandfathering something that's currently not legal.

Mr. Vanadolik said good questions. So, sticking with 4.4...umm...so here, Marquee Signs; size requirements shall follow standards for wall signs.

For parking lot identification signs, public parking signs may be large with DRC approval.

And then the 4th bullet...3rd bullet, I'm sorry, is about Projecting or Blade Signs.

These used to be limited to be below the windowsill of a second story unless...unless a certain use or for a certain use, while protecting signs that were banner material were allowed to be higher. The 2 sections were combined since there was no reason to really regulate solid projecting signs different than projecting banners, so we combined the 2.

And then all signs can be a maximum of 12 square feet. Larger signs for certain uses are no longer allowed.

Some additional signs...did I get all that? Transom signs will be regulated as a window sign or a fascia sign.

And then, under canopy signs or under marquee signs, so signs under a canopy or a marquee, those were combined with canopy section...with the canopy section...and will follow size requirements for projecting or fascia signs.

The middle bullet point about Flashing and Moving Lights, these were removed from the guidelines. I'm not sure if that covers what you were talking about, the flashing lights, but those were removed.

And then the last bullet point is about Off Premises Commercial Signs. These were removed from...these requirements were removed of the City to pay to remove these signs. So, there was a requirement that the City could pay to remove these signs but that requirement was actually removed. The City does not believe that there are any more signs like this, but if there are, the City didn't feel like it actually needed to be specified in Design Guidelines. They could just address it.

Mr. Hoffman said what...what would be an off premises commercial sign? Is that...

Mrs. Vacek said a billboard.

Mr. Sieben said yeah, it's really like a billboard or (inaudible)...

Mr. Vanadolik said like '2 miles to...McDonald's'....

Mr. Hoffman said oh, okay...so, an advertisement for something that's not at the location of the sign.

Mr. Vanadolik said yeah, correct.

Mr. Hoffman said okay.

Chairman Zine said when you say "removed from guidelines" like flashing and moving signs, what does that mean? Does that mean that they're no longer allowed at all or that they're now allowed?

Mrs. Vacek said it would just mean that they would have to follow the sign ordinance and the code.

Chairman Zine said okay, so it's just removed from this, the DRC Guidelines...

Mrs. Vacek said correct...

Chairman Zine said but it's still...

Mrs. Vacek said so, we're basically saying that it has to meet the guidelines in our code.

Chairman Zine said got it. Thank you.

Mr. Vanadolik said next slide is about Wall Signs. So, if these are located on a primary façade or primary entrance, such signs shall not be located above the windowsill of the second story.

For non-primary facades, wall signs shall be located above the windows and doors of the first story and below the windowsills of the highest story up to the fourth story.

If a unit has a fascia sign, it is not eligible for a wall sign on that façade.

And there's no longer a limitation on having just one sign.

And also, there's a limit on...a size limitation which changed to 24 square feet by using a similar calculation as the fascia size requirements based on the wall length that we covered earlier. So, the 2 examples...the photo examples that you see here, the one on the left is the Gillerson's Grubbery wall sign. This would meet the current proposed regulation. This was approved by the City with the calculation as a fascia sign, though it is on the rear and not really above a storefront. This led to a clarification between the difference between a fascia sign and a wall sign. This sign also fit well in the area and is a good example of why larger signs are allowed.

And then on the sign on the right, the Wayside Cross Ministries wall sign. This was approved by the DRC with the agreement that it was to be reduced to 66 square feet, which led to the increase to the maximum of 70 square feet max.

Mr. Hoffman said I always thought that the signage both in the front and the back of Gillerson's was good. Like, it fit in with the area and it was tasteful, and it stood out as...it was distinct. And they had the little blade sign on the...on the New York side. I haven't seen what...what's the new restaurant? Are they reusing the same signs, just changing them out, this one on the back or...?

Mrs. Morgan said I know that...Amore Mio is using the projecting sign, they'll reface that. I'm not sure for sure what they did in the rear. Actually, I need to go check that. I'm not for sure if they ended up installing anything on the rear. Since...that's not like a face replace, the rear sign, whereas the front sign they just replace the projecting blade sign.

Mr. Hoffman said I think that's...(inintelligible) talk about RiverWalk stuff...signage on the non-primary facades. Sometimes more...or I think it...it's more important or more relevant because the RiverWalk access, that's often more noticeable from where people are coming. So, like, the sign on the back, you know, right next to the trail, like Gillerson's there, that was a good eye-catching thing that would attract people to come in off the trail. Umm...over on the other...other side of the river here, you know that whole string of Tavern on Broadway and that stuff, I think more signage on the back that's facing where people will see from the, you know, the bridges and the RiverWalk area I think would be something to encourage.

Mr. Vanadolik said yeah, I think that's one reason why we really focused on ensuring that not only the front façade gets kind of a lot of attention but the side or rears that face the river. So, they basically have a larger vista from, as you were mentioning, someone from afar can actually see it versus if you were like at Broadway or any other street, your vista is really just the right-of-way but if you're on the river, it's basically the river and the riverbanks so you have that much more. So, having greater focus, that's why we added more focus on non-primary facades.

Mr. Hoffman said and the...the rear and side facades usually have more blank space and less architectural features that are disrupted by a large sign, so large signs fits

in...fits in more. Is there...maybe I'm turning ahead too...do we have anything on painted signs? Things we...you know, the old ghost signs. Most of those were for advertising...umm...is any of that permitted outside of the mural?

Mrs. Morgan said it would be considered a...we do recommend preserving, the guidelines... it does talk about preserving ghost signs. And it would be considered...like if they were trying to kind of redo it or repair it...it would still considered to be a mural. I know we talked about the one on Craft Urban. I talked with the Art Director at one point about...umm...if there was ever any interest in providing some funds to kind of redoing that, bringing a little...like repairing stuff, bringing some of the stuff a little more to life seeing as that's really faded. And then on Silver Plate, they kind of recreated one that was almost completely...it was basically completely gone, so they tried to take old photos and kind of recreate something similar.

Mr. Hoffman said but, do our...is our guidance on signage allow for new creations of that style?

Mrs. Morgan said no...uhh...they'll be a mur...uhh...actually, it would...it would be a wall sign and we don't really recommend painting on bricks, so really it would not...it would really be prohibited unless, I guess, you have a wall that's painted already, and you would paint a wall sign.

Mr. Hoffman said I don't know how often it would come up, I just...there's a lot of these historical artifacts that wouldn't fit our guidelines. Some of the pictures you've seen from Broadway, you know, in the 40s or 50s, sometimes it was just a mess of these massive projecting neon signs from cables and pipe supports and...it was a point in time but not what we want to cultivate for a cohesive, attractive streetscape. As well as the big painted...painted billboards to be maybe similar to that. Did anyone see...a little off track...when they were refacing the...the liquor store at Galena...umm...there was I think it was Champion Spark Plug advertisement painted on the...you could see it briefly when they stripped the...they stripped the cladding off before they put the new brick on...on the front. I didn't get a picture of it...I wish I would have.

Chairman Zine said and could somebody repaint a ghost sign?

Mrs. Morgan said they could. It'd be considered a mural. It'd come to the DRC to BZE, but yes, that would be something we would support.

Mr. Hoffman said it would serve more of a...as an art installation than a commercial...

Chairman Zine said right.

Mr. Hoffman said use. Odds are...

Mrs. Morgan said correct.

Mr. Hoffman said the business or the company that the sign is for is not...

Mrs. Morgan said my assumption is that the business is no longer there so it would be considered a mural not an advertisement.

Mr. Hoffman said there's probably some Coca-Cola 5 cents sign somewhere that's not really commercially relevant.

Mr. Vanadolik said more on wall signs; so this...umm...oh...umm...sorry I just was on the wrong page. So, this is about Wall Signs. The maximum sign area shall be calculated again for calculations by multiplying the width of the wall by 2.5 feet, and then by 40%, which creates that 70 square feet maximum which we referred to earlier about that Wayside Cross sign. One standard size did not make sense as the size of the wall can dictate how appropriate a sign looks, however a maximum was included to prevent signs getting too large.

The following signage, again, is prohibited, which is similar to what was mentioned earlier:

- 1) Cabinet signs*
- 2) Fabric signs*
- 3) Banners*
- 4) Temporary signs made that were made to look permanent*
- 5) Vinyl stickers*
- 6) Plastic and plastic core signs*

And kind of going back to the discussion on murals, guidelines that were passed in 2016 by the City about murals was added to this section.

So, those photos you see here are examples of 2 prohibited signs. The top photo is an example of a plastic core sign. And then the one on the bottom is an example of a cabinet sign so it's a sign that's encased in a cabinet. Or sometimes they're referred to a box signs as well. So, those are prohibited.

Mr. Hoffman said I guess going back to Gillerson's signage; would the projecting sign on the front, would that be a cabinet sign? Isn't that...thick frame with panels?

Mrs. Morgan said it would be but that's not prohibited for a wall sign...for blade signs, just for wall signs...

Mr. Hoffman said okay, so it's permitted for blade signs. Okay...okay. So, for lighting...what other...what types of internally lit signs are permitted, I'm thinking of...

Mrs. Morgan said channel lettering...

Mr. Hoffman said okay...

Mrs. Morgan said you could also do like the metal signs where they, like, backlight it...

Mr. Hoffman said okay...

Mrs. Morgan said like the Venue has. And then you could do all these external, like, the gooseneck...

Mr. Hoffman said okay...so there is a range of options there for illumination?

Mrs. Morgan said I think so, yes. They've...approved one that was, you know, LED neon, I mean neon's not allowed but the (unintelligible) LED, like scrolly sign.

Mr. Hoffman said does cabinet signs also include lettered...or...non-rectangular...uhh...construction?

Mrs. Morgan said yes, I would still say that's a cabinet sign...

Mr. Hoffman said okay...yeah...okay...

Mrs. Morgan said just not...I mean channel letters, individual letters are allowed, but, yeah, if you have like...uhh...like the...the...new chicken place. They did, like, basically cabinet sign, I believe, that is in the shape of a chicken, but I would still say that's still going to be a cabinet sign.

Mr. Hoffman said okay. I...I think that's good that they just look cheap, like, strip-mall.

Mr. Vanadolik said umm...so, then, Section 5. This is actually a completely, mostly a new section. This is about Site and Setting and this section was based on looking at best practices from other historic districts...or historic downtowns along the Fox River and also in the Chicago region.

So, this sign...this slide focuses on Fences and Walls. So, fences shall be fabricated of decorative metal, as shown in the photo below.

Umm...also chain link...umm, however chain link, plastic, vinyl, or wood fences are prohibited.

For Fire Escapes and Secondary Exits, historic fire escapes should be retained, but if there's new fire escapes, these should be on non-primary facades when feasible and should reflect the character of the historic building.

Mr. Hoffman said do those historic fire escapes still...are they allowed to serve as actual building code fire escapes or...umm...are the...are the current building code...?

Mrs. Morgan said some of them are...I think there's...

Mr. Sieben said I think there's several that are...that are...they have to stay.

Mr. Hoffman said okay.

Mr. Palmquist said I had that same question, if they were functional or if that was merely a reflection of the requirement at the time of construction (inaudible).

Mrs. Morgan said yeah, I think...

Mr. Hoffman said I've never...I never got any of the (unintelligible) of building code.

Mrs. Morgan said yeah.

Mr. Palmquist said but you prefer to keep those even if they're not functional, you don't want to (inaudible).

Mrs. Morgan said yeah.

Mr. Palmquist said too bad we don't have any slides.

Mr. Hoffman said do we have any of those slides? I haven't seen any...

(MULTIPLE VOICES TALKING)

Mr. Palmquist said (inaudible) the old high school, Ben Franklin, had one...

Mr. Sieben (off mic) said oh, you mean tubes?

Mr. Palmquist said yeah, right.

Mr. Hoffman said yeah, my dad talks about doing fire drills in high school on the second floor, yeah, and they all went down the slide.

Mr. Vanadolik said my elementary school where I went to had those too when we had drills. Those were actually pretty cool.

So, the next several slides are going to be focusing on parking. So, starting with Section 5.3.1, this is about On-Street Parking. So, on-street parking shall be distributed evenly across the district to minimize congestion and optimize equitable access for all users and destinations. They're all...actually, different types of on-street parking; there's parallel parking, angled, and other configurations. But, regardless of the actual configuration, it should be guided by factors like parking demand, available right-of-way space, engineering of the right roadway, and the character and design of the surrounding streetscape.

And then, in terms of dimensions, all parking space dimensions shall comply with the Zoning Code.

Staying with On-Street Parking; on-street parking areas shall maintain clear sightlines of other drivers, pedestrians, and bicyclists to ensure safe multimodal travel environment.

Signage and Pavement Markings shall be provided, where feasible, to serve as wayfinding, delineate separate parking spaces, and maintain safe spacing for pedestrians. Features like curb extensions or bump-outs can also improve visibility for pedestrians.

The third bullet point is about Safety Post and Bollards. These help to define separation between the area for on-street bike lanes and the row of parking.

Fourth bullet is about On-Street Parking. So, these should be located close to ADA-compliant curb ramps where feasible and ADA-compliant curb ramp onto the sidewalk should be located adjacent to that cross-hatched area serving the space.

And the final bullet point is about On-Street Parking Spaces shall have a clear view of parking information and facilities such as mobile park...I'm sorry...so, parking meter signs and machines for mobile parking apps, those actually... I forgot to delete those...those aren't in the downtown area so disregard that. But things like...umm...information like parking hours, restrictions, and other helpful information. Those would be things that should be found near on-street parking spaces.

Mr. Hoffman said I think that's good. I recently visited another town where I had to walk around for 5 minutes to figure out what the rules were for the space that I parked in, and then look around again to find a pay-station, so I think it's good to have in our guidelines.

Mr. Vanadolik said on the last few bullet points...actually those are the last few that relate to on-street parking. Moving on to Off-Street Parking, so parking that's actually off the street. So, these shall comply with Zoning Code requirements, whether part of a surface lot or a parking structure. The configuration of off-street parking spaces shall optimize the layout for efficient circulation. Surface lots must consider things like travel aisles, entrance and exit points, sidewalks, landscaping, charging stations for electric vehicles, and bike parking. For garages, they need to consider other elements. Pretty similar to the ones mentioned above, but additional elements like ramps, stairways, elevators, and support columns.

In addition, off-street surface parking areas should be located at the rear of a zoning lot. Anytime it's on the front or the side of a zoning lot, that would require DRC approval.

Some additional bullets or points about off-street parking.

Shared parking lots are encouraged to...when multiple uses on the block utilize the same parking areas or parking spaces, particularly when the uses operate at different times of the day or different times of the week.

Cross access and common entry points help to minimize curb cuts and disruption of the streetscape.

Third bullet point is about off-street parking areas shall maintain clear sightlines of other drivers, pedestrians, and bicyclists to create a safe environment.

Number 4 is for signage and pavement markings shall be provided to serve as wayfinding, delineate parking spaces, and maintain safe spacing for pedestrians.

The ADA standards, the last bullet, pretty similar to on-street parking, is that these should be close to ADA-compliant curb ramps, stairways, and elevators in parking structures. Where feasible, any ADA-compliant curb ramp should be located to that cross-hatched area of an accessible parking space.

And a few more standards about off-street parking. Landscaping should help to enhance the visual appeal of the site, provide a buffer between the surface lot and the sidewalk. They also help offer shade relief, they soften the hardscapes of the parking areas, and they also enhance the site's capacity for stormwater management. In addition to landscaping, permeable pavers can also help support...can be used to support on-site stormwater management.

In the second bullet point, off-street parking shall have clear views of parking information and facilities kind of similar to on-street parking such as wayfinding, entrance and exit markers, signs indicating parking hours, restrictions, and other helpful info.

Parking structures should not have more than one entry point per street façade to minimize curb cuts and disruption of the streetscape. If there are blank portions of the parking structure façade, those should be adorned with features like architectural elements, vertical landscaping, or murals to minimize the monotony of a blank wall.

Parking structures shall be constructed of high quality and durable materials that complement the existing character and context of the block and the overall FoxWalk District. And for parking structures without parking spaces at street level, those should be filled with...those can be filled with ground floor businesses or other active uses to encourage the activation of the streetscape around the structure.

And the last item relating to parking is about Bike Parking. This is actually really new, so some standards related to this; Bicycle parking should be provided in public and private spaces and within parking lots and parking structures. Bike parking should be placed near building entrances and visible areas as best as possible.

Bike racks should generally be constructed of sturdy, weather-resistant material that supports the bike frame and allow for at least one wheel to be securely locked.

And bike parking should be accessible to people with disabilities allowing them to securely park their bikes. Accessible bike parking areas should be located as close as possible to building entrances, stairways, and elevators. Clear signage shall be provided to indicate accessible bike routes and parking areas.

And a few more bike parking standards. These areas shall include weather-resistant shelters or canopies where possible.

Bike parking areas should provide certain facilities that enable bicyclists to maintain or repair their bikes, including basic maintenance and repair stations with tools like a tire pump, wrenches, and tire levers. There should also be directions to a local bike shop, if nearby, should also be provided.

Informational signage and kiosks should be provided to present instructions on how to

*properly lock bikes, display maps of local bike routes and trails, and provide information of, again, local bike shops in the area that could provide bike accessories, repair, or maintenance services.
Any thoughts on bike parking?*

Chairman Zine said that's good.

Mr. Hoffman said yeah, I think...I think the sections that parking should be close to entrances and there's a section that talks about signage there. One thing that I find helpful is if there's not parking near the front of building, some signage directing to where it is. It actually took me a while to find the bike rack outside Building & Permits building. Because as a cyclist, you generally...you start at the entrance because you're going to arrive on the street where the address is and I look around, you know, on a sidewalk or in an alcove or somewhere around there for a bike rack. And so if there's not one there, if there's some...even if it's just like a little window sign, "Bike rack" ...you know..."At rear" or something, can be pretty helpful because I've locked mine to a sign or something for...I don't...a few times until I happened to be, like, driving through that alley once. I'm like, "oh, there's the bike rack!" Go from the back.

Mr. Vanadolik said yeah, informational signage is definitely helpful. So, beyond parking we do talk about landscaping. This is also a new section. All landscaping guidelines should comply with the City code. Items like trees and shrubbery should be regularly pruned and maintained to ensure structures, structural...streetscape elements, and pedestrian and bike paths are not concealed, obstructed, or damaged. For trees in front of a structure, the branches should be pruned upward to maximize building visibility. And native plantings are highly encouraged to ensure capability with the local environment, enhance natural stormwater management, and advance the local nature of the FoxWalk District. Some additional standards regarding...umm...landscaping...umm. Altered grading required to accommodate site design shall not result in the obscuring or concealment of structures, streetscape elements, or pedestrian or bike paths. Grade changes should also add to the character of the streetscape and adjacent sites. Grade changes and berms should generally be avoided on historic properties, as such alterations would impact the visual character of such properties. A landscape buffer should be provided between parking areas and building walls. For healthy trees that have a diameter of 18 inches or more, these should be preserved as best as possible. Such trees have existed long enough to be considered an important part of the natural environment. In terms of tree removal, they must meet at least one of the following criteria:

- A) Written certification from an arborist or landscape architect specifying that the tree is diseased and/or dying.*
- B) The tree or its root system poses a hazard to a building, sidewalk, bike path, driveway, or any area open to the public.*
- C) The tree is a species classified as invasive or a nuisance.*

And the last bullet point is related to a Certificate of Appropriateness is required for landscaping improvements that include physical improvements other than plant materials, including retaining walls, site grade changes, berms, or planters. And the last section on Section 5 is relating to...this is, again, a totally new section

about barrier-free accessibility. So, here we have provided alternative minimum design guidelines for qualified historic structures, including those listed on the National Register of Historic Places or located within designated local historic districts that cannot be brought into compliance with ADA regulations without threatening or destroying their historic significance.

There are...we have multiple guidelines in this section that would provide guidance on how to provide barrier-free accessibility. We're not going to add them all here, but we just wanted to specify that we do have this new section on barrier-free accessibility. The last section is relatively quick to go through is about Design Guidelines and Regulations for Demolition.

Again, this is a new section, so the first section is 6.1, Consideration of Demolition as an Appropriate Option.

This may be acceptable when 75% or more of the exterior building or structural elements are substantially deteriorated.

If the structure does not contribute to the historical or architectural character of the district.

The applicant should demonstrate that other alternatives were considered before demolition was considered.

6.2 is related to the Review Procedures for Application for Demolition.

This requires FCOA and DRC approval.

Applicant should provide appropriate documentation which may include:

- Consideration of adaptive reuse,*
- The report on structural integrity of the structure,*
- Estimation of cost to rehab the property*
- Information on what will happen to the site if the structure is removed.*

DRC shall evaluate the proposed based...the proposal based upon the following criteria:

- Retention of the structure constitutes a hazard, which cannot be eliminated by available economic means.*
- Preservation of the structure is a hindrance to a major improvement program, which will be of substantial benefit to the community.*
- Preservation of the structure would cause an undue and unreasonable financial hardship to the owner.*
- Preservation of the structure would not be in any interest of the community.*
- The effect of the demolition on surrounding structure and the FoxWalk District as a whole.*
- The effect of the demolition on the local economy and the ability to enhance the FoxWalk District.*

And then the last guideline, 6.3, is this generally Guidelines for Demolition. If demolition is approved by the DRC and City Council, then the following guidelines apply:

- Create a permanent record of the site, consisting of photos, drawings, etc.*
- Any materials that can be salvaged should be salvaged.*
- The structure should be cleared in a prompt manner and restore the site per the Property Maintenance Code so that no debris or materials are left on site after demolition.*

That was all for that section. So, that was relatively quick, and it was a new section. But those were generally 3 sections related to demolition.

Mr. Hoffman said how would the new guidelines for demolition affect something like the Masonic Temple? Would that have gone through...

Mr. Sieben said (off mic) that was outside the FoxWalk...

Mrs. Morgan said umm...the Masonic Temple wasn't in the FoxWalk...

Mr. Hoffman said but something like that...

Mrs. Morgan said if something like that would happen...umm...there is a...there is a section about emergency that the...if there's an emergency...which is what the Masonic Temple fell under...there's an emergency requirement the Building Code Director can approve demolition.

Mr. Sieben said that was a big fire, right? And life safety, I think, structural...

Mrs. Morgan said yeah...life safety issue.

Mr. Hoffman said as that's the most recent...

Mr. Sieben said well, we're...uhh...

Mr. Hoffman said significant kind of landmark that demolished near downtown...

Mr. Sieben said the last demo downtown was where Craft Urban is, their patio.

Mrs. Morgan said there was a one-story little building...

Mr. Sieben said a little convenient store.

Chairman Zine said yeah...

Mr. Hoffman said I guess one other thing on parking: City's doing a parking study now, right? Is that...is there some coordination or interplay...I think there's probably not a whole lot of overlap 'cause that's...the parking stays more in demand and resources rather than some of the design details but I guess if there's some implementation...recommendations...or consultation with these are established guidelines aren't established...yeah, just kind of curious...

Mr. Sieben said Tracey...

Mr. Hoffman said yeah, just kind of curious...

Mr. Sieben said Tracey's been working with Trevor...

Mr. Hoffman said how that fits in...

Mrs. Vacek said yeah, so we just started the...umm...or actually, we haven't really even started the parking study...umm...but yeah, if there was something that we would want to be in the guidelines, we would come back with a revision to that because we're

nowhere near to be done with the guidelines...or the parking study.

Mr. Hoffman said the parking...yeah. So, these guidelines will be...will be adopted before the parking study is...

Mrs. Vacek said absolutely.

Mr. Hoffman said okay.

Mrs. Vacek said and even before it probably begins, we're still working on the contract with our consultant on it, so...

Mr. Hoffman said okay. So, will they be looking at the guidelines then when they're giving their recommendations? Because I imagine, I don't think there's really a...there's plenty of parking, it's just making it accessible, publicized...I mean, I'm expressing my opinion on that, but I think there's a lot of value in some of these guidelines can offer is...(inaudible).

Mrs. Vacek said yeah, absolutely. So, I think that there will be stuff coming out of the study that could possibly... we could possibly put in the guidelines so that's something that we'll be looking at as we move forward.

Mr. Hoffman said okay, and vice versa...

Mrs. Vacek said and vice versa.

Mr. Hoffman said yeah, I think there's some value there...

Mrs. Vacek said and I agree there's plenty of parking down here right now, so, but you know, we're also getting 2 parking garages from the Casino so...

Mr. Hoffman said are those...those are in the...those are in the district, so I guess when those are turned back over to the City and...

Mrs. Vacek said hopefully they will not be salmon anymore.

(Laughing)

Mr. Hoffman said so, it look...I think...if I remember right, parking was the number one or the most commented feedback on that public...what was the...the gist of it was either "I can't find a place to park" or...what was your takeaway that...or was some of these recommendations...

Mr. Vanadolik said (off mic) yeah, some of it was there w

ANNOUNCEMENTS

Chairman Zine said are we going to do a regular December meeting, or like the combined one that we've done in the past?

Mrs. Morgan said we're going to do the Annual Holiday Dinner. We're thinking the date...

Mrs. Vacek said December 13th, but we're just checking with the restaurant. We're

still...we're looking at Craft Urban right now.

Mr. Sieben said I think the 13th is the second Wednesday, so just put it in your head.

Chairman Zine said okay, thank you.

Mr. Sieben said yeah, it was good.

Mrs. Vacek said yeah, it worked out well last year. I think everybody liked it, so...maybe next year we'll do another downtown restaurant, and it will...umm...you know, the new restaurant will have a piano bar, so maybe we'll do it there or something. I don't know. I don't know how big it is. I don't know if it could hold all of us, but we always try to find some different venues that we could do it at so...

Chairman Zine said do we have a estimated opening date for the new business in the new business in the old Culture Stock building, the Vargas building? No?

Mr. Sieben said yes. It's part of the development agreement...

Mrs. Vacek said I don't know what it is.

Mr. Sieben said it is...it is out a little bit. It's a little while still.

Mrs. Vacek said yeah, and I think it...

Mr. Sieben said when we had a DST with them a few months ago, they want to stick to the development agreement, so it's not like they're rushing it. But they've got the nice window screen showing...

Chairman Zine said yeah, I saw that...

Mr. Sieben said so...

Mrs. Morgan said which now would be legal (laughing)...if we pass the guidelines.

Mrs. Vacek said it will be legal.

Mr. Sieben said I'm not sure if it's later next year, maybe. It's a little ways out. They've got a little time.

Chairman Zine said oh, okay. Does anybody else have any announcements or...questions for Staff?

Mrs. Morgan said (unintelligible) when does Hobbs open, do you know? The lobby?

Mr. Sieben said Tracey might know more. End of the year?

Mrs. Vacek said I think...yeah, the restaurants in the Hobbs Building I believe the first one is supposed to open in January, is what I have heard. And then I think it...I think it goes January, then the next one at February, and then the next one March.

Chairman Zine said are they even working on it right now?

Mr. Hoffman said that's what I was gonna say. I don't think I've seen any...

Mrs. Vacek said I believe they are. (Laughing) I believe they are...I think they're having some challenges with some supply chain issues.

Mr. Hoffman said as long as it's not the grease trap.

Mrs. Vacek said I don't believe it is the grease trap.

Chairman Zine said alright, so...

ADJOURNMENT

Mrs. Morgan said motion to adjourn?

Chairman Zine said if nothing else, is there a motion to adjourn?

MOTION TO ADJOURN WAS MADE BY: Mr. Failing

MOTION SECONDED BY: Mr. Hoffman

Carried by voice vote.

Chairman Zine adjourned the meeting at 7:30 pm.

A motion was made by Mr. Failing, seconded by Mr. Hoffman, that this meeting be adjourned. The motion carried by voice vote.

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