



# VILLAGE OF WILMETTE

1200 Wilmette Avenue  
WILMETTE, ILLINOIS 60091-0040

## MEETING MINUTES

### APPEARANCE REVIEW COMMISSION

MONDAY, NOVEMBER 6, 2017

7:30 P.M.

SECOND FLOOR TRAINING ROOM

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Members Present: William Bradford, Chairman  
Nada Andric  
Daniel Elkins  
Mason Miller  
Craig Phillips  
Carrie Woleben-Meade

Members Absent: None

Guests: None

Staff Present: Lucas Sivertsen, Business Development Coordinator

#### I. CALL TO ORDER

Chairman Bradford called the meeting to order at 7:30 p.m.

#### II. APPROVAL OF MINUTES; APPEARANCE REVIEW COMMISSION MEETING OF OCTOBER 2, 2017.

Mr. Phillips moved to approve the October 2, 2017 meeting minutes. The motion was seconded by Mr. Elkins. Voting yes: Chairman Bradford and Commissioners Andric, Elkins, Miller, Phillips, and Woleben-Meade. Voting no: none. **The motion carried.**

**III. CONSENT AGENDA**

Ms. Woleben-Meade moved to grant an Appearance Review Certificate for Case 2017-AR-31, 1107 Greenleaf Avenue, Kashian Bros, Awning Sign. The motion was seconded by Mr. Miller. Voting yes: Chairman Bradford and Commissioners Andric, Elkins, Miller, Phillips, and Woleben-Meade. Voting no: none. **The motion carried.**

**IV. CASES**

**2017-AR-10**

**St. Francis Xavier**

**808 Linden Avenue**

**Appearance Review Certificate and Variation**

Mr. Sivertsen called Case 2017-AR-10, 808 Linden Avenue, St. Francis Xavier School, for an Appearance Review Certificate.

Mr. Sivertsen explained the Commission granted a conditional Appearance Review Certificate and recommended a landscape variation at the October 2, 2017 meeting. The landscape variation as well as the special use and other variations recommended by the Zoning Board were approved by the Village Board on October 24. The plans approved by the Village Board were the same as were approved by the Appearance Review Commission.

Chairman Bradford said since there were no changes made to the plans the condition of the Appearance Review Certificate had been met and there was no further action required for the case.

**V. PUBLIC COMMENT**

There were no additional public comments.

**VI. NEW BUSINESS**

Mr. Sivertsen provided a list of cases that will be coming to the Commission in the future including St. Joseph's ground sign, and Loyola Academy school expansion. Construction is moving forward at the Women's Club. The steel trusses are being installed. Hopefully the shell of the building can be completed by winter.

**VII. ADJOURNMENT**

At 7:38 p.m., Mr. Phillips moved to adjourn the meeting. The motion was seconded by Mr. Elkins. Voting yes: Chairman Bradford and Commissioners Andric, Elkins, Miller, Phillips, and Woleben-Meade. Voting no: none. **The motion carried.**