

DRAFT MINUTES
Glen Ellyn Architectural Appearance Commission
Wednesday, March 12, 2025 at 7:00 PM
Glen Ellyn Civic Center
Galligan Board Room
535 Duane Street

A. Call to Order and Roll Call

Chairperson Jacobson called the meeting to order at 7:00 PM and explained the Architectural Appearance Commission's function and procedures as an advisory body.

Roll was called.

Present: Chairperson Jacobson and Commissioners Albrecht, Goranov, Mees, Rahn, Schlembach, and Smith

Also in attendance: Anabel Pederson, Associate Planner, Jordan Frahm Associate Planner, Anne Gould Village Trustee, and Adriana Ohl Zamora, Recording Secretary.

B. Approval of the Minutes

Commissioner Albrecht made a motion to approve the draft minutes of the February 12, 2025 meeting. Commissioner Rahn seconded the motion. The motion passed by voice vote.

Commissioner Smith recused herself.

C. Old Business

1. 534 Duane Street, Glen Ellyn IL 60137: Exterior Appearance Review

Staff Presentation

Sworn in, Jordan Frahm, Associate Planner discussed the return of the 534 Duane Street Exterior Appearance Review. The item is returning from the December 11, 2024 meeting due to façade issues that needed to be revised. The petitioner is Ashley Rooney, from Fuchsia Boutique a local clothing store. The façade that was approved in December was shown, as well as the current issues with found structural beams. The revised elevation showed differences in pattern of siding and major difference with the arrangement of the windows. There were also changes in the doors, with one door to one side instead of two in the center. Review of materials and paints were shown. None of the colors had changed from the previous design. Relevant architecture appearance elements fit in with adjacent buildings.

Sworn In, Matt Rooney, Petitioner stated that the color scheme will remain the same, and they are now asking for gas lantern lighting on the façade. Pictures were shown to the Commission. That is the only other change with regards to materials.

Questions and Comments:

Commissioner Albrecht asked why the petitioner chose to have upper and lower changes in window, including removing the transoms from the design. She also asked if there was any consideration continue to highlight the door by keeping the vertical siding and noted that it might capture high visual impact of the previous design.

Petitioner Matt Rooney responded that the original doors were 9ft tall and the steel beam they found is limiting the height to door to 8ft, above beam there are open truces that frame the roof. They can no longer have transoms or the height to accommodate for the windows. Mr. Rooney did note that they could consider changing the siding design.

Chairperson Jacobson stated that it was more effective when the door was centered; she thinks the newer design works well but the petitioner could look at the option with the off-centered door.

Commissioner Goranov stated that the easiest option would be to have vertical siding on either side of the door. He asked if the petitioner had considered having a blackened transom just above the door.

Mr. Rooney stated that he had not considered it but that is an option, however he reiterated that the design it is off center which may contribute to the final look.

Commissioner Goranov stated that he believes it is better to be off centered, and the building would have the sign to balance the elevation.

Commissioner Albrecht stated that she liked the look of the new light fixtures.

Commission Recommendation

Chairperson Jacobson made the motion:

After conducting a public meeting and deliberating on the request of the petitioner The Village of Glen Ellyn for approval of an exterior appearance review for 534 Duane St., Glen Ellyn in the C5B Zoning District, the Architectural Appearance Commission hereby recommends approval based on the findings of fact, as discussed or amended at the Architectural Appearance Commission public meeting on March 12, 2025, which are hereby incorporated into the Motion by reference as fully set forth herein, and a copy of which will be attached to the minutes of this meeting and kept on file as part of the permanent records of the Village. The Architectural Appearance Commission makes this recommendation of approval with the following conditions:

1. That the project be constructed in substantial conformance with the plans and testimony presented at the Architectural Appearance Commission public meeting and before the Village Board of Trustees.
2. That the Petitioner consider the architectural appearance around main entrance to more reflect original design
3. That the new gas light fixture replaces the previously approved light fixture.

Commissioner Schlembach seconded the motion. The motion passed roll call with all commissioners present voting “Yes”.

Commissioner Smith rejoined the meeting.

D. New Business

None

E. Chairman’s Report

Chairperson Jacobson mentioned a comment from a resident concerned with the new train station and the removal of trees. Associate Planner Pederson noted that those comments can be passed onto staff.

F. Trustee Liaison Report

Trustee Gould discussed updates with regards to the following:

1. The Downtown Event Park got approved for rezoning and special use events, contractual completion date is end of December 2026 to be completed in 2 phases.
2. There were two workshops on motorized bikes and electric scooters. There have been some complaints of people using them on sidewalks at high speeds. The police department is looking into what other villages are doing and may choose to focus on an education campaign downtown.
3. Permit fees have been approved and will go into effect when the Village converts to the new community development software system in April.

Anabel Pederson, Associate Planner added that the Village is holding off on releasing the new fees to avoid any confusion. That information should be available next month when staff training and implementation has been completed.

Trustee Gould stated that the Board aiming for a 4% increase in permit fees as they have not been raised in a few years.

Commissioner Goranov asked if the new software system will utilize AI and added that a 4% increase seems reasonable.

Associate Planner Pederson responded that the software is not integrating AI, it functions similar to the permitting software the Village is already using but making things more streamlined by adding a resident portal and improving communication.

G. Staff Report

Anabel Pederson, Associate Planner presented to the Commission the following updates:

1. As noted by Trustee Gould, the Downtown Event Park got approved by the Village Board on March 10, 2025.
2. 580 Duane St. is being held for exterior due to structural issues with the column supports and the owners are communicating with the building department.

Commissioner Schlembach asked about the status of the cost report on the Metra Train Station Project.

Associate Planner Pederson noted that Rich Daubert, Village Engineer has not provided the cost report but he will be contacted for a reminder.

I. Adjournment

Member Albrecht made a motion to adjourn the meeting. Member Goranov seconded the motion and the motion passed by voice vote at 7:25pm.

Respectfully submitted,

Adriana Ohl-Zamora
Recording Secretary