

MEMORANDUM

TO: APPEARANCE REVIEW COMMISSION
Sarah Burger, Chair
Dale Villiard
Brian Enochs
Tom Flader
Les Galo
Mike Kollman

FROM: Wil Richardson, Planner

DATE: August 15, 2025

RE: Materials for the Appearance Review Commission Meeting
on **Monday, August 18, 2025**

The following is the list of cases scheduled for the Appearance Review Commission Meeting on Monday, August 18, 2025. **The meeting will be held in the Board Room of the Village Hall at 118 W. Cook Avenue, Libertyville, IL.** If you should have any questions or comments regarding any of the items below, please feel free to contact me at (847) 918-2028.

OLD BUSINESS:

ARC 25-18
1405 Peterson Road

Applicant(s): WCDR Libertyville, LLC, Authorized Agent for *BRE Retail Residual Owner 4 LLC*

Tenant: K9 Resorts of Libertyville

Request: Building Facades, Lighting and Signage

*Appearance Code/
Zoning Issues:*

1. Per the Appearance Code Sec. 7-57(g), the relationship of the materials, texture, and color of the facade of the proposed building or structure shall be visually compatible with the predominant materials used in the buildings and structures to which it is visually related.

COMMENT: As depicted on Sheet SK.4.1 of the plans prepared by RHJ Associates, PC, dated May 29, 2025, the proposed combination of painted brick in 'K9 Resorts Beige,' black coping, EIFS decorative wrap, and a wrought-iron grilled entrance results in a

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composition of materials, texture, and color that does not appear visually consistent with the predominant materials found on neighboring structures within the Butterfield Square Shopping Center. Consideration should be given to retaining or incorporating materials and finishes that reflect the established character of the center.

Staff Comments:

1. As indicated on Sheet SK5.1(10), the existing brick wall surface is proposed to be painted to 'K9 Resorts Beige'. For all existing brick to be painted, staff recommends using a breathable paint to maintain the integrity and longevity of the mason.

2. As shown on Sheet SK5.1(10), revise the plans to accurately depict the existing location of brick surfaces. The drawing incorrectly shows brick material along the bottom of the façade; the existing brick material is located on the wall above this area on the principal façade.

2. Clarify if the proposed 'K9 Resorts Beige' will be applied uniformly across the entire building exterior or if variations are intended. Additionally, clarify if the proposed 'K9 Resorts Beige' will be similar in character to and complement the existing beige color used for neighboring structures within the Butterfield Square Shopping Center.

2. The applicant is scheduled to appear before the Plan Commission on August 25, 2025, for an Amendment to the Planned Development Final Plan to make changes to the building exterior, for a property located in the C-4 Shopping Center Commercial District.

3. The applicant is scheduled to appear before the Plan Commission on August 25, 2025, for a Special Use Permit for Pet Care (except Veterinary) Services but limited to dog boarding and dog day care for property located in a C-4 Shopping Center Commercial District.

Required Action:

The Appearance Review Commission shall forward a recommendation to the Village Board of Trustees

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NEW BUSINESS:

ARC 25-19
375 W. Winchester Rd

Applicant(s): Eric Handrich, Authorized Agent for Steve Bunning, Owner

Request: Request is for refuse enclosure.

*Appearance Code/
Zoning Issues:* None.

Staff Comments: None.

Required Action: *The Appearance Review Commission shall forward a recommendation to the Village Board of Trustees.*

ARC 25-20
1201 American Way

Applicant(s): Graves Signs Inc., Authorized Agent for Gemma Fletcher, Owner

Tenant: Encompass Health

Request: Request is for signage.

*Appearance Code/
Zoning Issues:* 1. Per the Zoning Code Sec. 26-11-12(c2), not more than two (2) business signs are permitted per business occupancy.

COMMENT: The proposed E01 face-lit letterset wall sign on the western elevation of the subject building, as shown in the plans provided by Priority, dated March 20, 2023, will exceed the maximum number of permitted wall signs in the C-3 General Commercial District. The applicant has requested a deviation from the Planned Development.

2. Per the Zoning Code, Appendix A, a 25ft sight distance triangle is required at all Commercial driveways and streets.

COMMENT: Confirm that none of the proposed 6-foot directional signs, as shown in Exhibits E03 and E02 in the plans provided by Priority dated March 20, 2023, shall be located within a sight distance triangle.

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3. Per the Zoning Code Sec. 26-11-8.10, private traffic direction signs shall not exceed two (2) square feet per sign face or six (6) feet in height when freestanding.

COMMENT: Revise the plans to ensure that all new free-standing directional signage does not exceed two (2) square feet per sign face. The free-standing directional signs shown as E03 and E02 measure approximately four (4) square feet per sign face on the "Proposed Alternate" (E02.1 and E02.3).

Alternatively, a deviation from the Planned Development may be requested to exceed the maximum permitted gross surface area of two (2) square feet per sign face of the private traffic direction signs.

Staff Comments: 1. The applicant has requested an Amendment to the Planned Development to increase the maximum number of permitted business signs. This request will be considered by the Village Board of Trustees at an upcoming meeting.

Required Action: *The Appearance Review Commission shall forward a recommendation to the Village Board of Trustees.*

**ARC 25-21
119 W. Rockland Rd**

Applicant(s): RTO Property LLC., Authorized Agent for Eleven9 Rockland LLC, Owner.

Request: Request is for signage.

*Appearance Code/
Zoning Issues:* 1. The signage designed in the plans by Image 360, dated April 16, 2025, measures approximately 22.6 square feet. Per the Zoning Code Sec. 26-11-9(b3), the maximum gross surface area for a wall sign in a residential district shall not exceed (12) square feet; provided, however, that signs designed either as an integral part of the architecture of a building or as part of a landscaped architectural feature, such as a masonry wall, shall be permitted without limitation as to size if, but only if, approved by the appearance review commission.

COMMENT: The proposed wall sign is not designed as an integral part of the architecture of the building as required by ZC Sec. 26-11-9(b3) in order to have a wall sign which exceeds (12) square feet. The project therefore requires a variation to increase the maximum permitted gross surface area for a wall sign in a residential district.

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Staff Comments: 1. The applicant has applied for a variation to increase the maximum permitted surface area of a wall sign in a residential district, scheduled for an upcoming hearing before the Plan Commission.

Required Action: *The Appearance Review Commission shall forward a recommendation to the Village Board of Trustees.*