

**Draft Minutes  
Village of Hinsdale  
Design Review Committee  
October 9, 2008  
7:30 PM**

**DRAFT**

Chairman Landefeld called the meeting of the Design Review Committee to order on Thursday October 9, 2008 at 7:31 PM in the Village Board Room in the Memorial Building, 19 East Chicago Avenue, Hinsdale, IL 60521.

**PRESENT:** Chairman Landefeld, Jan Grisemer, Laurel Haarlow, Linda Nason McElherne, Richard Olson, Vera Tausk

**ABSENT:** David Bradley, Frank Gonzalez, Kimberly Kozak

**ALSO PRESENT:** Robert McGinnis, Staff Liaison

Chairman Landefeld introduced the Board Members and roll call was taken showing members in attendance.

**OLD BUSINESS**

Approval of Minutes

The minutes of the September 11, 2008 meeting were reviewed by the members. A motion was made by Vera Tausk to accept the minutes as written. Seconded by Linda Nason McElherne. Roll call vote as follows;

**AYES:** Jan Grisemer, Laurel Haarlow, Linda Nason McElherne, Richard Olson, Vera Tausk, Chairman Landefeld

**NAYS:** None

**ABSENT:** David Bradley, Frank Gonzalez, Kimberly Kozak

**ABSTAIN:** None

**NEW BUSINESS**

Chairman Landefeld distributed the information to be included in the first draft and opened the discussion with discussion by asking for input on guideline draft and layout. Members felt that good information had been circulated and discussed and that there should be an effort made now to assemble that information into a draft Design Review Guideline document. Commissioner McElherne commented on the format and layout stating that the packet should be a positive reflection of the community and include such elements as the Memorial Hall logo, address, phone number and contact information.

There was continued discussion on the architectural representations that Commissioner Olson prepared and the photographs illustrated in the Architectural Resources guide and whether sketches or photographs or a combination of both should be used in the guidelines.

Commissioner Olson stated that the Field Guide to American Homes contained good examples of the various styles and that he would scan examples for the next meeting. He went on to state that he would like to include additional examples in section two.

There was discussion on the line drawings and diagrams from West Chicago. Members felt that these contained good information and that the diagrams that detailed specific elements within each style were very helpful. Commissioner Tausk agreed to contact West Chicago to see if this information was available to the Village and in a digital format.

Commissioners spoke at length about formatting and layout of the design guideline document. Members agreed to have Commissioners Gonzalez, Olson, and Nason McElherne work on layout and enlist the help of Chris Minnella if possible.

Commissioners then discussed process and the incentive to participate in the program. To date the members had moved towards a voluntary program with the waiver of Floor Area Ratio as an incentive to go through the process. Staff Liaison McGinnis stated that the Zoning Rewrite Task Force was discussing FAR and was making the case to get rid of Floor Area Ratio as a bulk regulation requirement within the single family zoning districts. Chairman Landefeld stated that he would look into this, but that if FAR was eliminated altogether, a new incentive would obviously be required.

Discussion then focused on Floor Area Ratio itself and how the elimination of it would affect the overall architecture of the home. Both Commissioner Olson and Staff Liaison McGinnis discussed the bulk zoning regulations in place already and explained that the building envelope was already defined through the enforcement of the setbacks, height, elevation, and percentage of lot coverage. The elimination of FAR would not substantially change the way the house looked from the exterior, yet could mean an extra 500 square foot or better, of living space. Commissioner Olson agreed to bring in a couple of examples of houses illustrating both FAR in place and the same example without for the members to discuss.

With no further business coming before the Design Review Committee, Chairman Landefeld asked for a motion to adjourn. Jan Grisemer made the motion. Seconded by Linda Nason McElherne. Motion carried on roll call vote as follows:

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**AYES:** Jan Grisemer, Laurel Haarlow, Linda Nason McElherne,  
Richard Olson, Vera Tausk, Chairman Landefeld

**NAYS:** None

**ABSENT:** David Bradley, Frank Gonzalez, Kimberly Kozak

**ABSTAIN:** None

Meeting adjourned at 8:55 PM.

Respectfully submitted,  
Robert McGinnis MCP,  
Building Commissioner

**DRAFT**

**Minutes  
Village of Hinsdale  
Design Review Committee  
September 11, 2008  
7:30 PM**

**DRAFT**

Chairman Landefeld called the meeting of the Design Review Committee to order on Thursday September 11, 2008 at 7:35 PM in the Village Board Room in the Memorial Building, 19 East Chicago Avenue, Hinsdale, IL 60521.

**PRESENT:** Chairman Landefeld, Frank Gonzalez, Kimberly Kozak, Richard Olson, Vera Tausk

**ABSENT:** David Bradley, Jan Grisemer, Laurel Haarlow, Linda Nason McElherne

**ALSO PRESENT:** Robert McGinnis, Staff Liaison

Chairman Landefeld introduced the Board Members and roll call was taken showing members in attendance.

**OLD BUSINESS**

Approval of Minutes

The minutes of the June 12, 2008 and August 14, 2008 meetings were reviewed by the members. A motion was made by Vera Tausk to accept the minutes as written. Seconded by Kim Kozak. Roll call vote as follows;

**AYES:** Frank Gonzalez, Kimberly Kozak, Richard Olson, Vera Tausk  
Chairman Landefeld

**NAYS:** None

**ABSENT:** David Bradley, Jan Grisemer, Laurel Haarlow, Linda Nason  
McElherne

**ABSTAIN:** None

**NEW BUSINESS**

Chairman Landefeld opened the discussion by asking for input on a strategy to move the group forward. Members felt that good information had been circulated and discussed and that there should be an effort made now to assemble that information into a draft Design Review Guideline document. Chairman Landefeld went on to state that the history element prepared by Jan Grisemer, the landscaping element prepared by Laurel Haarlow, and the design do's and don'ts put together by Richard Olson be forwarded to village staff to try and assemble into a draft for further discussion and refinement.

**DRAFT**

There was continued discussion on the draft that Commissioner Olson prepared and the photographs illustrated in the Architectural Resources guide circulated by Frank Gonzalez.

Chairman Landefeld stated that he was concerned that there would be too many photographic representations in the guidelines if all were included. Members discussed the number of styles covered in the photographs and agreed that only those representations that were "true" be considered for inclusion in the Design review Guideline document.

Members discussed the pros and cons of using line drawings vs. photographs or both within the document to help guide design professionals.

Kim Kozak stated that she knew that West Chicago had good examples of line drawings and graphical representations and would try and get them for the next meeting.

Chairman Landefeld went through a list of questions he had on the design guidelines from Park Ridge. This drove questions on process such as whether there should be a "pre-submittal consultation", Forestry review, pre-application review, consent agenda, and notice requirements.

Chairman Landefeld asked members to forward their respective "pieces" to the village before the next meeting. Staff Liason McGinnis stated that he would ask the village intern to take that information, get it into the same format, and assemble it into a rough first draft document for review and discussion.

With no further business coming before the Design Review Committee, Chairman Landefeld asked for a motion to adjourn. Kim Kozak made the motion. Seconded by Vera Tausk. Motion carried on roll call vote as follows:

**AYES:** Frank Gonzalez, Kimberly Kozak, Richard Olson, Vera Tausk, Chairman Landefeld

**NAYS:** None

**ABSENT:** David Bradley, Jan Grisemer, Laurel Haarlow, Linda Nason McElherne

**ABSTAIN:** None

Meeting adjourned at 9:00 PM.

Respectfully submitted,  
Robert McGinnis MCP,  
Building Commissioner