



## MEMORANDUM

**DATE:** Thursday, March 27, 2008

**TO:** Loretta Daly, Business Services Manager  
Oak Park Business Association Council

**FROM:** Lori Sommers, Assistant Village Planner  
Community Planning and Development

**RE: Design Guidelines – Meeting 03.26.08 Update**

---

Per your request I have put a brief overview of the discussion at today's meeting together for you.

### Discussion

A PowerPoint presentation on the proposed design guidelines was given by Village of Oak Park staff. The BAC's main concern was that the overall Village process for completing construction projects within the existing permitting system is not streamlined and that this process would add another layer and time to that process. A suggestion was made to fix the building and development process first then to implement the design guidelines. There was no objection to having design guidelines but the members of the Business Association Council (BAC) had a few concerns with its implementation and process.

One of the concerns dealt with the amount staff time that will be required to handle this type of process as proposed. Additionally, the BAC had a concern with the Historic Preservation Commission staff being involved in the review of the projects. The BAC felt that this was an indirect way of implementing a historic preservation district of some sort. The BAC requested that this portion be removed from the Ordinance.

The BAC also suggested that the design guidelines be regulations for only new construction of non-residential, mixed-use and multiple-family projects. The BAC felt this would be appropriate as a first step and would alleviate some of their concerns with the effect of small business owners. It was felt that there might be some unintended consequences of individuals not improving their property due to the additional process and time. The BAC wants to encourage investment in the Village and is cautious about the opposite happening as a result of the proposed design guidelines. The BAC offered a suggestion of also having design guidelines for all other projects and posting this document on the Village's web page for those interested.

The other issues that were brought up included the following:

1. Making the multi-family category be 4 or more units instead of 3 or more
2. Concerned with the 30 foot requirement on the building façade standards
3. Concerned with unintended consequences of having individuals not improving their buildings

### Next Meeting Dates

May 12, 2008 Community Design Commission Public Hearing  
June 2008 Village Board

If you have any questions or need additional information, please feel free to contact me by e-mail at [lsommers@oak-park.us](mailto:lsommers@oak-park.us) or by telephone at 358-5414.