

**Minutes of the Community Design Commission/ Forestry Sub-Committee  
Held on June 21, 2016  
At Village Hall in Room 101**

Forestry Sub-Committee Meeting called to order at 6:45 p.m.

**Attendees:** Chair Douglas Chien; Commissioners Michele Wheeler and Mitchell Murdock

**Absent:** Commissioner C. Scott Smith

**Also present:** Craig Failor, Village Planner; Rob Sproule, Forestry Superintendent

**Forestry Committee Advice**

None

**Discussion regarding forestry issues/Forestry Supervisor Report**

Mr. Sproule updated commissioners on the Forestry Division. On May 31, 2016 a severe storm moved through the village and created significant damage to trees and property especially near the intersection of Jackson and Clinton. Crews were still cleaning up from this storm. The village lost around 20 trees from storm damage. With the recent hot temperatures some elm trees were showing signs of Dutch Elm disease. Tree planting has been finished with 348 trees planted. The village has been using a new nursery this year to supply trees. Landscaping projects were ongoing for the season. Mr. Sproule updated on the resident requesting to remove the female gingko tree; the resident has provided the funds to remove and replace the tree.

The Forestry Division will be developing a master plan and will review some of the process with the Forestry Subcommittee going forward.

Chair Chien noted this was the last meeting for Commissioner Wheeler; he thanked her for her service. Chair Chien welcomed Commissioner Murdock and confirmed he would be on the Forestry Subcommittee.

Chair Chien asked about commercial properties that lose trees and suggested commissioners could review commercial developments and bring deficits to staff's attention. Chair Chien noted a couple locations where he believed the trees needed replaced. Staff will review.

**Other Business**

None

**Community Design Commission Meeting called to order at 7:15 p.m. and roll was called.**

**Attendees:** Chair Douglas Chien; Commissioners Juan Betancur, Julie Carpenter (arrived at 7:16 p.m.), Susan Ebner, Adam Kallish, Richard Katz (arrived at 7:30 p.m.), Mitchell Murdock, Lloyd Natof, Nick Sinadinos, and Michele Wheeler

**Absent:** Commissioners Teresa Heit-Murray, C. Scott Smith and Aaron Stigger

**Also present:** Craig Failor, Village Planner; Tammie Grossman, Director of Development Customer Services; Loretta Daly; Business Services Manager; Phillip Barash and Rhiannon Sinclair, Sasaki Associates

**Non-Agenda Public Comment:** None.

**Forestry Superintendent Report Overview:**

Chair Chien reviewed the report with the full commission.

**Minutes:**

Commissioner Wheeler moved to approve the minutes from May 25, 2016. Commissioner Sinadinos seconded. A voice vote was taken and the minutes were approved unanimously as submitted.

**Public Hearing(s):**

None.

**Other Business:**

*Wayfinding Signage Update*

Ms. Loretta Daly, Business Services Manager, said the current wayfinding signage system would be reviewed and analyzed with recommendations to the Village Board for any upgrades, revisions or a new system. Sasaki Associates was chosen as the consultant to head up this project. She noted the scope of services within their contract would be the analysis and inventory of the current system and design for a new system, if needed, as well as mapping and a maintenance plan for the system. Fabrication and installation would be phase three and four to be done at a later date. Chair Chien asked what would be the role of the commission as the steering committee. Ms. Daly said the committee would help guide and give direction on the needs and analysis report as well as design. She noted Sasaki site visits would be coordinated with CDC meeting dates.

Mr. Phillip Barash and Ms. Rhiannon Sinclair from Sasaki Associates introduced themselves and reviewed their project team. Ms. Sinclair noted they have begun an inventory of the current wayfinding system. The inventory will be GIS compatible and will be overlaid with other village datasets like traffic patterns, commuter data, etc. There will be a series of online platforms to engage community feedback in areas outside of public meetings as well as community outreach at village events like farmer's market and Thursday Night Out in the downtown area. Mr. Barash reviewed the project schedule.

Commissioner Carpenter noted parking and traffic patterns were atypical right now due to construction and asked if they would be able to study how those will change once the big downtown projects were finished. Mr. Barash said they would not be doing a comprehensive traffic or parking study, but they would look at existing information. Ms. Sinclair said as they were doing the inventory they've noted construction patterns and would take that information into consideration. Mr. Failor said the village was doing a traffic and parking study of the greater downtown area and that would be made available to this process.

Commissioner Kallish asked how the signage systems would interact with mobile technology. Ms. Sinclair said their graphic designer on the team was very interested in incorporating mobile graphic design into the system.

Commissioner Betancur asked about working with the CTA on signage as the transportation entrances were often gateways into the village. Ms. Grossman said the village was working with the CTA on art installations at two train stations. Commissioner Betancur noted signage directly off the station was important, especially for tourists. Mr. Barash said they would definitely look into those points of entry.

Commissioner Carpenter asked about advertising on the signage. Ms. Grossman said the Village was exploring it in conjunction with the business districts.

Commissioner Natof asked about the general values people look for in wayfinding. Mr. Barash said wayfinding used to be only oriented toward visitors and was about directories and function; increasingly, the role has been to mark a place and was used to enhance a character of a place while still remaining functional.

Ms. Sinclair engaged commissioners in an exercise that sorted them into three groups: residents, visitors and commuters. The goal was to identify each group's needs and points of interest.

**Staff Report:**

Mr. Failor updated the commission on the Zoning Ordinance rewrite. Public forums will be held on June 28 and June 30 at Village Hall for the public to weigh in on the first draft and ask questions of the consultant.

**Adjournment:** The meeting ended at 9:10 p.m.

Angela Schell,  
Recording Secretary