

**Minutes of the Community Design Commission Forestry Sub-Committee Meeting  
Held on January 28, 2015  
At Village Hall in Room 201**

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

**Attendees:** Chairperson Douglas Chien, Commissioners James Rolfes and Michele Wheeler

**Absent:** None

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

**Discussion regarding forestry issues:**

Commissioners went over education topics for 2015. It was decided that tree tagging would be set for April 24, Arbor Day. Chair Chien will contact the Park District to discuss tagging trees in Scoville Park.

The application for arboretum status for the Village is underway. Commissioners discussed adding items to the Village FYI publication and/or website of tree topics for residents.

**Forestry Supervisor Report:**

Mr. Sproule said in-house crews have been working on snow removal and pruning requests. Removals are also happening, mainly Emerald Ash Borer trees, and approximately 450 ash trees along with 250 other removals. The tree inventory was completed in December 2014- information from this will be made public later this spring. A "Green Tuesday" event is scheduled for April 21, 2015 at the Oak Park Public Library – the Forestry Department will provide speakers for this. The Forestry Sub-Committee agreed to help out with this event.

**Other Business:**

None.

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

**Attendees:** Chairperson Douglas Chien; Commissioners Susan Ebner, Teresa Heit-Murray, Richard Katz, Christina Loran, Lloyd Natof, James Rolfes, Aaron Stigger and Michele Wheeler

**Absent:** Commissioners Julie Carpenter, John Schiess and Greg Sorg,

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

**Public Attendees:** None.

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

**Minutes:** Commissioner Loran moved to approve the minutes from October 22, 2014. Commissioner Natof seconded. A voice vote was taken and the minutes were approved upon submission.

**Sub-Committee Report:** Mr. Sproule said the tree inventory was completed in December 2014 and the inventory will be written up in a GIS format to be released in the spring. He said Emerald Ash Borer trees will continue to be removed over the winter months. Chair Chien said they would be doing tree tagging again, hopefully in Scoville Park in coordination with the Park District.

**Public Hearing(s); Sitting as the Design Review Commission:** None.

**Other Business:**

Chair Chien complimented commissioners on the Cavalcade of Pride awards. Commissioners were in agreement that the Stewardship Awards night event went well. Mr. Failor said the Historic Preservation Commission had previously been in charge of planning the event and they would like to step down. Mr. Failor asked for a volunteer to take that over. Chair Chien asked for an outline of tasks and time commitment to guide the volunteer.

A short discussion ensued regarding holiday decorations and should it be considered for the future. Commissioners will revisit this at another time.

**Work Plan:**

Chair Chien said the Forestry Subcommittee would be putting together tree guidance information for homeowners who come looking for advice. He said a similar task for the CDC as a whole was included on the work plan. He said it would be a free service for homeowners for landscape or tree issues. Another subcommittee would help businesses with sign applications get feedback before applying for a sign variance.

Commissioner Natof suggested when applicants come in for sign permit information they should be informed by staff that the CDC could be consulted for advice. Mr. Failor agreed, but cautioned that any design advice would need to be within the confines of the standards within the sign code. Mr. Failor explained that the advisory group would be called a committee of the whole and would be added to CDC agendas as needed.

Mr. Failor said there would be an opportunity to advertise the subcommittees in the FYI publication. Commissioner Stigger suggested incorporating it on the website with tips about planting, etc. Commissioner Rolfes volunteered to draft up a short description to send to staff regarding the service.

Mr. Failor explained that the Colt Site planned development application would have some landscaping plans and new street plans that could come to the CDC for review. The Plan Commission will decide during the public hearing process in the next couple of months if it should come to the CDC for review.

A short discussion ensued about revising the sign code. Staff suggested scheduling a meeting to discuss issues within the sign code that could then be brought to the Village Board for consideration. Chair Chen suggested for the February 25, 2015 CDC meeting, commissioners review the sign code and be prepared with topics or sections that should be up for discussion by the commission.

Mr. Failor said the Village Board had reconstituted the Lake Street Streetscape Committee and it will meet on February 10 and March 3, 2015. Chair Chen is the representative from the CDC. The committee will look at the design for Lake Street from Harlem to Euclid Avenues and would make a recommendation to the board after its second meeting. The palette that will be chosen will also inform the Lake and Forest and Colt site developments.

**Adjournment:** Commissioner Rolfes moved to adjourn. Commissioner Wheeler seconded. The meeting ended at 8:05 p.m.

Angela Schell,

Recording Secretary