WINNETKA PLAN COMMISSION REGULAR MEETING MINUTES
FEBRUARY 22, 2023

Members Present:	Bridget Orsic, Chairperson Jonathan Alt Mamie Case John Golan Chris Foley
Members Absent:	Matthew Bradley Layla Danley Liz Kunkle
Non-Voting Members Present:	Tina Dalman
Village Staff:	David Schoon, Director of Community Development Ann Klaassen, Assistant Director of Community Development

Call to Order & Roll Call:
The meeting was called to order by Chairperson Orsic at 7:00 p.m. Ms. Klaassen took roll call of the Commission Members present.

Approval of Minutes:
Chairperson Orsic asked if there were any comments or corrections to be made to the January 25, 2023, meeting minutes or for a motion to approve. A motion to approve the January 25, 2023, meeting minutes was made by Mr. Foley and seconded by Mr. Alt. A vote was taken and the motion unanimously passed, 5 to 0:
AYES: Alt, Case, Golan, Foley, Orsic
NAYS: None
NON-VOTING: Dalman

Public Comment:
No comments were made at this time.

Community Development Report:
Mr. Schoon provided the Commission with an update regarding the 1303-1311 Scott Avenue and 484-488 Elder Lane applications which were approved by the Village Council.

New Applications:
a. **Case No. 23-01-SU: 310 Green Bay Road - North Shore Country Day School: An application submitted by North Shore Country Day School seeking approval of an amendment to an existing Special Use Permit, which allowed construction of additions to the Upper School Building. The requested amendment would allow renovation of the existing school gymnasium and construction of an addition to the existing gymnasium consisting of an additional gymnasium and multi-purpose space located on the southeast corner of the school campus. The Village Council has final jurisdiction on this request**.
Ms. Case disclosed two of her children went to the school and stated her relationship with the school had no bearing on the application. Trustee Dalman also identified her affiliation with the school which would

not affect her consideration of the request.

Ms. Klaassen described the amended special use application presented by North Shore Country Day School to allow construction of building improvements, renovation of the Mac Gym and an addition with the Village Council having final jurisdiction. She then referred to the southeast corner of the site where the construction project would take place and identified the property's location, zoning classification and explained additional uses allowed by Special Use Permit, while also noting the Comprehensive Plan designated the property as appropriate for public and semi-public uses with the applicant's use of the property being consistent with the zoning and the Comprehensive Plan land use designation. She referred to the school's history and previous zoning approvals and described the proposed renovation and construction. Ms. Klaassen also referred to the landscaping which would remain and which would provide a buffer to neighbors to the south with a detailed landscape plan provided by the applicant. She then identified two parking spaces to be removed as part of the project and noted the lost parking spaces would be accommodated onsite. Ms. Klaassen stated a traffic study was conducted which concluded the current traffic management plan functioned effectively with no modifications being recommended. She then stated Village Engineer Jim Bernahl agreed with the study's conclusions and findings as well as the proposed recommendations. Ms. Klaassen noted the proposed addition would comply with the required setbacks and described the uses for the gym addition and entrance. She then referred to renderings of the east and west elevations.

Ms. Klaassen stated the request was reviewed by the ZBA in connection with GFA and building height zoning variations being requested in terms of the number of stories. She noted that the ZBA did recommend approval of the request. She then stated the DRB also considered a Certificate of Appropriateness for the design improvements and recommended approval. Ms. Klaassen then stated the LPC reviewed the demolition permit application for Leicester Hall and required an HAIS, which is scheduled for consideration by the LPC on March 6. Ms. Klaassen then stated no public correspondence was received by staff relating to the application and that following the presentation, public comment and Commission discussion, a draft motion for the Commission to consider is included in the packet on page nos. 24 and 25. Ms. Klaassen asked if there were any questions.

Trustee Dalman asked if the new addition would not extend further than Leicester Hall's current footprint and Ms. Klaassen confirmed that is correct and indicated it may be set back an additional four inches. Mr. Golan referred to the amount of impermeable surface and asked if the Commission had to consider any of those calculations. Ms. Klaassen responded engineering plans were included as part of the application which were reviewed by the Village Engineer which have to be in compliance with storm water regulations. Chairperson Orsic asked if there were any other questions. No additional questions were raised at this time.

Trina Sandschafer of Kaehler Slater Architects stated she has worked with the school and the team since the last school year as well as the community. She then introduced the remainder of the team.

Tom Flema, North Shore Country Day School Head of School, provided his background to the Commission. He then provided the school's background and mission statement and stated the request would allow them to provide another educational option for the Village members and students. Mr. Flema also described the summer camp program and the school's strategic plan and stated the renovation and addition would serve the JK-12 students and include a wellness program and interscholastic athletic teams and allow them to advance and evolve their programming. He stated Cindy Hooper would explain the campus' evolvement over the years.

Cindy Hooper, North Shore Country Day School Director of Operations and Summer Programs Director, provided her background to the Commission and explained the school's prior expansion. She stated the main impetus for the renovation is for safety and referred to the lack of elevators, ADA accessibility and school security. Ms. Hooper stated they considered various locations of where the second gym could be located and described the deficient size of the existing gym. She then explained how alternative locations would not work for the new gym's location and would have resulted in the loss of parking. Ms. Hooper described how the southeast side of the site is optimal in terms of access, security and its proximity to greenspace. She stated discussions began in 2012 and Ms. Sandschafer would further describe the project details.

Ms. Sandschafer described the location and its proximity to the existing Mac Gym, surrounding buildings and parking. She also described the existing building to be removed noting the addition would include a lot of windows to allow light into the building. Ms. Sandschafer stated the proximity to the neighbors was considered and identified the residential neighbors and greenspace. She referred to illustrations of the existing and proposed addition which would either maintain or increase setbacks on the site. Ms. Sandschafer also identified the connection, the green roof concourse and parking lot. She referred to illustrations providing comparisons of the existing and proposed buildings and described their functions and uses. Ms. Sandschafer also stated the low roof slopes were maintained in order to be in keeping with the residential neighbors and to keep the building height lower. She then referred to the concourse level with the flat green roof and the amount of glass in the proposed building. Ms. Sandschafer identified the primary access point which is ADA accessible and the east elevation facing Church Road with the existing Mac Gym which will be painted to match the existing buildings on the campus and the new Mac Gym. She stated the windows would be installed deliberately on the east side and the proposed landscaping plan would serve to provide a screen for the south neighbors. Ms. Sandschafer then identified the north and south elevations and new gym which would be slightly taller in order to meet regulation heights. She also identified aerial views from the southwest, the natural light and amount of activity on the site as well as the green roof which would be visually appealing to the south neighbors. Ms. Sandschafer stated trees were removed from the east elevation and referred to the existing parking lot and the layering with regard to the landscape plan and described the proposed plant materials.

Peter Lemmon of Kimley Horn stated with regard to transportation and the plan's parking elements, he stated their role was to consider pickup and drop-off overall and whether any changes would be required and if there would be an impact to those operations. He then referred to an illustration of the existing program which is staggered and incorporated queuing and described how it is managed. Mr. Lemmon described how the parking lot is used by various students, faculty and staff as well as how parking is addressed in the neighborhood during events. He stated in summary, he described the pickup and drop-off system as efficient and stated there are 220 parking spaces on campus and in connection with the loss of two spaces in the north lot, there is a sufficient amount of parking spaces with no impact. Mr. Lemmon then identified areas where overall parking is accommodated and added while parking and access is an important part of the project, as the school continued to look at long-term planning and changes, it should be at the forefront of that.

Ms. Sandschafer stated she hoped the Commission found the project met the Comprehensive Plan standards and the special use permit standards and asked if there were any questions.

Chairperson Orsic also asked if there were any questions. No questions were raised at this time. Chairperson Orsic described the presentation as thorough and asked if there was any public comment. No comments were made at this time. Mr. Golan asked if they discussed the plan with the neighbors. Ms.

Hooper responded they wrote to the neighbors in December and a neighborhood gathering was hosted with only three attendees who provided positive feedback. She then stated she met with the neighbor directly across from Leicester Hall who while concerned with access and evacuation, noted he was pleased with the proposed plan and shielding.

Trustee Dalman asked if safety concerns were considered with regard to the types of windows. Ms. Hooper described the impact resistant film and shades which would be used in terms of safety and light shield. Chairperson Orsic asked if other groups would be able to utilize the gym and Ms. Hooper confirmed that is correct and identified others who would use the gym as well as the Park District.

Ms. Case asked where the administrative offices would be relocated. Ms. Hooper responded a lot of the administrative offices would be decentralized with the new building affording additional office space with some new offices being located in the new building.

Mr. Golan questioned the construction timeline. Ms. Hooper explained how construction would take place over the timeline which would occur over 12 months. She also stated onsite tent structures would be utilized for some of the school's functions and described offsite facilities to be used.

Chairperson Orsic then called the matter in for discussion. Mr. Foley stated the special use amendment request would result in a significant campus improvement noting GFA and height would not change the institutional use of the space. He stated the request is consistent with the Comprehensive Plan and special use standards adding he would be in support of the project. Ms. Case agreed with Mr. Foley's comments and identified standard nos. a-f and stated she would be in support of the project. Mr. Golan described the presentation as excellent, concise and well organized which he commented is phenomenal. He also stated with regard to the storm water drainage discussions, if the Village determined it is satisfactory, he is also in agreement. Mr. Golan then stated the request met the special use and Comprehensive Plan standards. Mr. Alt agreed with the comments made and commented the applicant did an amazing job and he is in support of the request. Trustee Dalman commented the applicant did a fantastic job and was sensitive to the neighbors and the Village Council is cognizant of what brings people to Winnetka and described the school as an important institutional use for the Village. She added the request satisfied the Comprehensive Plan and special use standards. Chairperson Orsic also agreed with the comments made and referred to the amount of greenspace which would help alleviate any impact.

Chairperson Orsic then asked for a motion. Mr. Foley moved to recommend approval of the requested amendment to the existing special use granted by Ordinance M-3-2010 to allow the renovation and expansion of the existing McCarty Gymnasium based on the findings of fact on page nos. 24 and 25. Several Commission Members seconded the motion. A vote was taken and the motion unanimously passed, 5 to 0:

AYES: Alt, Case, Golan, Foley, Orsic
NAYS: None
NON-VOTING: Dalman

<u>New Business</u>:

a. <u>March 1, 2023, Special Meeting - Quorum Check</u>.

The Commission Members discussed their availability.

b. <u>March 14, 2023, Special Joint Plan Commission/Village Council Meeting Regarding Comprehensive Plan - Quorum Check</u>.

The Commission Members discussed their availability.

c. March 22, 2023, Regular Meeting - Quorum Check.

The Commission Members discussed their availability.

Adjournment:

Chairperson Orsic asked for a motion to adjourn. A motion to adjourn was made by Ms. Case and the motion was seconded. A vote was taken and the motion unanimously passed, 5 to 0:

AYES: Alt, Case, Golan, Foley, Orsic
NAYS: None
NON-VOTING: Dalman

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Antionette Johnson
Recording Secretary