Minutes adopted 04.20.2023

Winnetka Design Review Board/Sign Board of Appeals Meeting Minutes
March 16, 2023

Members Present:	Kirk Albinson, Chairman Maggie Meiners Heather Niehoff Michael Ritter
Members Absent:	Michael Klaskin Paul Konstant Katie Moor
Village Staff:	David Schoon, Director of Community Development Ann Klaassen, Assistant Director of Community Development

Call to Order & Roll Call:
Chairman Albinson called the meeting to order at 7:00 p.m. Ms. Klaassen took roll call of the Board Members present.

Approval of Minutes:

a. February 16, 2023, Regular Meeting Minutes

Chairman Albinson asked if there were any comments or for a motion to approve the February 16, 2023, meeting minutes. A motion to approve the February 16, 2023, meeting minutes was made and seconded. A vote was taken, and the motion unanimously passed, 4 to 0:
AYES: Albinson, Meiners, Niehoff, Ritter
NAYS: None

Chairman Albinson suggested the agenda items be taken out of order and the Board Members agreed.

New Applications:

a. **Case No. 23-06-DR: 912 Green Bay Road - Lana Jewelry: Sign permit to allow the installation of a wall sign on the storefront of the property located at 912 Green Bay Road.**

Chairman Albinson first asked for public comment or comments from the Board prior to the applicant's presentation. Mr. Ritter asked if the request related to the windows and door. Chairman Albinson clarified the request for the Board.

A motion to approve the request as presented was made by Ms. Meiners. Mr. Ritter seconded the motion. A vote was taken, and the motion unanimously passed, 4 to 0:
AYES: Albinson, Meiners, Niehoff, Ritter
NAYS: None

b. **Case No. 23-03-DR: 594 Green Bay Road - Baird & Warner: Sign Permit to allow window decal signs and Sign Code Variation to allow window decal signs that are not die-cut on the storefront of the property located at 594 Green Bay Road.**

Ms. Klaassen confirmed there is no staff presentation. Chairman Albinson stated the request is a deviation from a recent change to the sign code. He asked if the sign would be applied to the outside of the glass and the applicant confirmed that is correct. Chairman Albinson referred to the request not being allowed to go through the staff approval process. Mr. Schoon confirmed it is because the sign cannot take up more than 90% of the window.

Bob Kohler of Baird & Warner stated the sign was designed prior to the January 17, 2023, code change and explained the necessity for the sign's size and location in order to elevate their business presence. He stated they were cognizant of the window's width, and they wanted to make an elegant sign. Mr. Kohler then stated the sign's proposed placement is due to vehicles parked in front of the property and noted the sign would be vinyl. Ms. Niehoff questioned the logo which Mr. Kohler responded it represented part of the applicant's luxury brand.

Ms. Niehoff identified her concerns relating to the band and the lack of connection to the awning which she commented does not feel related. Ms. Meiners agreed with Ms. Niehoff's comments and added it did not appear cohesive from a design perspective. Chairman Albinson agreed with the comments made and stated the background graphics bring it down a notch among other aspects of the sign which are not consistent. He referred to the problem with sign visibility relating to vehicles parked in front of the location and referred to the number of graphics included with the sign.

Mr. Kohler asked the Board for suggestions to take back to their designer. The Board Members provided three options to the applicant which would allow for administrative approval including limiting the number of colors, eliminating the band and to use die cut lettering.

Chairman Albinson asked Mr. Kohler if he would like the discussion to continue to the next meeting and Mr. Kohler agreed. Chairman Albinson then asked for a motion to continue the application to the next meeting. Mr. Ritter moved to continue the application to the next meeting date. Ms. Meiners seconded the motion. A vote was taken, and the motion unanimously passed, 4 to 0:
AYES: Albinson, Meiners, Niehoff, Ritter
NAYS: None

c. **<u>Case No. 23-05-DR: 1041-47 Tower Road / 886-890 Green Bay Road</u>: An Application seeking approval of a Certificate of Appropriateness to allow removal of existing iron railings and concrete balconies on the south, west, and east façades and replace them with Juliette railings on the commercial building located at 1041-47 Tower Road / 886-890 Green Bay Road.**
Ms. Klaassen confirmed there is no staff presentation. Chairman Albinson then asked for the applicant's presentation.

Dan Schermerhorn of Schermerhorn & Co. stated the request included removing the existing railings and replacing them with Juliette railings. He described the current metal structure and railing's condition with the request having a minimal visual effect. Mr. Schermerhorn stated the request would be an overall improvement for the stores on the Green Bay Road side. Mr. Ritter questioned the specifics which Mr. Schermerhorn provided to the Board. Mr. Schoon referred the Board to page 133. Mr. Schermerhorn further described the railing specifics and location for the Board. He added the current balcony design is not functional or in use.

Ms. Meiners moved to approve the request as presented. The motion was seconded by Ms. Niehoff. A vote was taken, and the motion unanimously passed, 4 to 0:
AYES: Albinson, Meiners, Niehoff, Ritter
NAYS: None

d. **<u>Case No. 23-03-SU: Hubbard Woods Elementary School (1110 Chatfield Road)</u>: An Application submitted by Winnetka Public School District 36 seeking approval of a Certificate of Appropriateness to allow construction of an addition on the southwest corner of the existing school building located at 1110 Chatfield Road. The Village Council has final jurisdiction on this request.**
Ms. Klaassen identified the location of the proposed addition and its components and noted that there are interior renovations included as part of the project. She also identified the increase in GFA and Roofed Lot Coverage, noting the proposed addition would be compliant with the required setbacks. Ms. Klaassen then referred to a rendering and described the materials to be used on the proposed addition which would match those of the existing school as well as the materials used on the enclosure for the mechanical equipment.

Ms. Klaassen stated the ZBA reviewed the zoning variations and special use standards noting their discussion related primarily to the impermeable lot coverage increase and the previous approval received last year to replace the playground located towards the northwest corner of the school property. She stated the applicant request rescinding last year's application for the playground improvements. She added that the Plan Commission would consider the current special use request at their next meeting with all recommendations going to the Village Council for final approval. Ms. Klaassen stated following the applicant's presentation, public comment and Board discussion, the Board may make a motion recommending approval or denial, with a draft motion provided on page nos. 13 and 14 of the agenda packet. She noted additional public correspondence received was provided to the Board and then asked if there were any questions.

Ms. Meiners asked if the current request is separate from the previous playground equipment. Ms. Klaassen responded yes, the concern raised in the public correspondence related to the playground and clarified that the playground equipment request is not part of the current application.

Chairman Albinson asked if there were any comments from the public. No comments were made at this time. He then asked for the applicant's presentation.

Brad Goldstein, School District 36 CFO, introduced himself and their architects. He stated there are no dedicated spaces for lunch at the school and described their current issues relating to the needed addition. Mr. Goldstein confirmed they are not planning for additional student growth and the addition would provide needed classroom and programming space as well as improve the look of the neighborhood as well.

Chairman Albinson asked if there were any comments. Ms. Niehoff applauded the applicant's design and cohesive look of the proposed addition and described the request as an appropriate response in terms of the community's and school's needs. She asked if there were any improvements which could be made to the mechanical equipment size and location. Rick Young of Perkins & Will responded they considered several options to better hide the mechanical equipment. He also stated the mechanical enclosure is as small as possible and explained how alternative locations were not suitable. He also described the proposed location as the most discreet in terms of access and neighboring properties. Mr. Young then stated the enclosure would include sound dampening measures.

Ms. Niehoff asked if landscaping was considered to shield the wall enclosing the mechanical equipment. Mr. Young responded that due to the ongoing conversation relating to the playground, final landscaping would be decided once that issue is resolved. He also identified the dumpster location in an illustration for the Board for which all the property's trash would be consolidated into one location. Ms. Meiners suggested approval be conditioned upon adding landscaping to the trash enclosure. Mr. Goldstein agreed landscaping can be considered as a screening option following the final determination on the playground equipment and impermeable lot coverage issues.

Chairman Albinson questioned the trash enclosure gate's material. Mr. Young responded it would be solid panel metal gates. Chairman Albinson asked if similar considerations would be made for the Greeley School. Mr. Young explained their plans for Greeley School and the options being considered. Ms. Meiners asked if neighbors raised concerns relating to the wall and Mr. Goldstein responded they received responses from two neighbors noting there is quite a bit of distance from this area to the neighboring homes which would be hardly visible.

Ms. Meiners asked if the proposed landscaping plan would be brought before the Board. Ms. Klaassen responded that the Board can make landscaping approval part of their recommendation. Mr. Young then described the proposed ADA accessible ramp. No additional comments were made at this time.

Chairman Albinson then asked for a recommendation as indicated on page no. 13 and 14 including language relating to the landscape plan review. Ms. Niehoff moved to recommend approval of the Certificate of Appropriateness for the design of the proposed addition at Hubbard Woods Elementary School subject to the condition that the Board would like to review a landscape plan to buffer the walls of the mechanical enclosure. Mr. Ritter seconded the motion. Mr. Goldstein confirmed they would include the landscape plan with the playground equipment installation, which will have to come back to the Village for approval. A vote was taken, and the motion unanimously passed, 4 to 0:
AYES: Albinson, Meiners, Niehoff, Ritter
NAYS: None

e. **<u>Case No. 23-04-SU: 564 Green Bay Road - New Mixed-Use Building</u>: An Application submitted by 564 Green Bay Road, LLC, seeking approval of a Certificate of Appropriateness for the construction of a new four-story mixed-use building located at 564 Green Bay Road. The Village Council has final jurisdiction on this request.**

Ms. Klaassen referred to previous applications in 2022 for a Certificate of Appropriateness and zoning relief for construction of a three-story mixed-use building and a rooftop deck with the Village Council approving the project after receiving recommendations of approval from the advisory bodies. She stated the applicant is now requesting approval of a four-story mixed-use building which would allow for an additional residential unit on the fourth floor. Ms. Klaassen then identified the site's location, the existing building, which would be removed to accommodate the proposed building, and surrounding buildings. She also referred to the rear elevation and the one commercial unit Engel & Völkers would occupy on the ground floor and lower level of the new building, as well as the three residential units on the second, third, and fourth floors. Ms. Klaassen also stated there would be two street-level parking spaces for the residential units and described in detail the building's proposed materials and features. She also identified the screening elements and noted proposed signage would be presented to the Board at a later date.

Ms. Klaassen described the proposed zoning relief being requested relating to the upper story setback, rear yard setback, and parking. She stated the ZBA and Plan Commission would review the special use request at their respective meetings noting the Landmark Preservation Commission approved demolition of the existing building without delay. Ms. Klaassen stated the DRB is to consider the Certificate of Appropriateness and stated a draft motion is provided on agenda packet page no. 154. She then asked if there were any questions. No questions were raised at this time.

Chairman Albinson then asked for the applicant's presentation. Paul Lazarre, 564 Green Bay LLC, referred to their prior approval and a Village Council member's comment that the building be built higher. Nathan Kipnis introduced himself as the architect and provided material samples to the Board for their review which he elaborated on as well as a detailed description of the proposed brick to be used. Mr. Kipnis then referred to a Village Council member's comment that a fourth story be added.

Ms. Niehoff commented that the building façade is attractive and stated her concern related to the materials which may not actually look like stone, and which did not appear appropriate. She added the request is a huge improvement over the prior submission and suggested true limestone or cast stone materials be used. Mr. Kipnis described the cornice material as having a real appearance. Ms. Meiners identified her concerns relating to having a row of four-story buildings in terms of precedent and suggested the middle section contain limestone instead of brick. She commented that the rest of the proposal is great. Chairman Albinson noted four-story buildings are permitted. Ms. Niehoff and Mr. Ritter stated they did not have any concerns relating to the building's four stories. Chairman Albinson referred to the windows and suggested the divide pattern be reconsidered. He also commented that the embellishments around the door and windows on the front elevation felt plain. Chairman Albinson then stated the brick is fine. Mr. Kipnis described the reason for the contrast. Chairman Albinson also encouraged consideration of the materials the Board suggested and agreed with the comments made relating to the fourth story, adding the setback would help in terms of scale. Mr. Kipnis stated the building would not have an elevator and they wanted the top unit to contain two bedrooms. Chairman Albinson suggested the walls on the top floor be pushed back toward the alley and identified his concern relating to setting a precedent. Mr. Kipnis referred to the power line in that area. No additional comments were made at this time.

Mr. Schoon identified the Board's concerns relating to materials and the upper-story setback in terms of the design and suggested the applicant come back before the Board for review before the request is presented to the Village Council. He then provided the Board with options. Mr. Kipnis stated they can provide revisions within two weeks and explained the project's timing. The Board Members suggested the applicant look at a building on Lincoln Avenue in terms of its appearance. Chairman Albinson also suggested the use of fourth floor dormers to reduce the building's scale.

Chairman Albinson asked for a motion to continue the application to the next meeting, April 20. Ms. Meiners moved to continue the matter until the next meeting date. Mr. Ritter seconded the motion. A vote was taken, and the motion unanimously passed, 4 to 0:
AYES: Albinson, Meiners, Niehoff, Ritter
NAYS: None

Public Comment:
No comments were made at this time.

Other Business.
a. April 20, 2023, Meeting – Quorum check.
The Board Members discussed their availability.

Adjournment:
Chairman Albinson asked for a motion to adjourn. A motion to adjourn was made by Mr. Ritter and seconded by Ms. Niehoff. A vote was taken, and the motion unanimously passed:
AYES: Albinson, Meiners, Niehoff, Ritter

NAYS: None

The meeting was adjourned at 8:28 p.m.

Respectfully submitted,

Antionette Johnson
Recording Secretary