



# Village of Winnetka

## Plan Commission Special Meeting

---

November 29, 2023 at 7:00 PM  
Winnetka Village Hall Council Chambers  
510 Green Bay Road

### AGENDA

1. **Call to Order & Roll Call**
2. **Approval of Minutes**
  - a. September 27, 2023, Regular Meeting Minutes
3. **Public Comments**
4. **Community Development Report**
5. **New Applications**
  - a. **Case No. 23-13-TX: 808 Oak Street:** An application seeking approval of (i) a Text Amendment to the Zoning Ordinance, and (ii) Special Use Permits to allow construction of a four-story, three-unit, multifamily residential building at 808 Oak Street. The text amendment would allow residential uses in the C-2 General Retail Commercial Zoning District (the "C-2 District"), on the ground floor that are less than 50 feet from the front street line, as a special use. The special use permits would allow (a) a residential use in the C-2 District, on the ground floor and less than 50 feet from the front street line; and (b) off-street parking at street level. The Village Council has final jurisdiction on this request.
  - b. **Case No. 23-16-SU: 962 Green Bay Road - North Shore Events:** An application seeking approval of a special use permit to allow the existing event planning business office to remain in its current location at 962 Green Bay Road, within the C-2 General Retail Commercial Overlay District. The Village Council has final jurisdiction on this request.
6. **New Business**
  - a. December 20, 2023, Regular Meeting - Quorum Check
7. **Adjournment**

### **NOTICE**

Public comment is permitted on all agenda items at the meeting. If you wish to provide testimony or comments prior to the meeting, you may provide them one of two ways: (1) by sending an email to [planning@winnetka.org](mailto:planning@winnetka.org); or by sending a letter to Community Development, Village of Winnetka, 510 Green Bay Road, Winnetka, IL 60093. All agenda materials are available at [www.villageofwinnetka.org/agendacenter](http://www.villageofwinnetka.org/agendacenter).

The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities contact the Village ADA Coordinator at 510 Green Bay Road, Winnetka, Illinois 60093, (Telephone (847) 716-3543; T.D.D. (847) 501-6041).

**WINNETKA PLAN COMMISSION MEETING MINUTES  
SEPTEMBER 27, 2023**

**Members Present:**

Layla Danley, Chairperson  
Matthew Bradley  
Chris Foley  
John Golan  
Liz Kunkle

**Members Absent:**

Jonathan Alt  
Mamie Case

**Non-Voting Members Absent:**

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 Danley at 7:00 pm. Ms. Klaassen took roll call of the Commission Members present.

**Approval of July 13, 2023, Meeting Minutes:**

Chairperson Danley asked for a motion to approve the July 13, 2023, special meeting minutes. A motion to approve the July 13, 2023, meeting minutes was made by Mr. Foley and seconded by Mr. Bradley. A vote was taken and the motion unanimously passed, 5 to 0:

AYES: Danley, Bradley, Foley, Golan, Kunkle

NAYS: None

**Public Comment:**

No comments were made at this time.

**Community Development Report.**

Mr. Schoon stated there is no Community Development Report.

**New Applications:**

a. **Case No. 23-15-SD: Crow Island Elementary School (1112 Willow Road) and Crow Island Woods Park (1140 Willow Road):** An application submitted by Winnetka Public School District 36 and the Winnetka Park District seeking approval of a Final Plat of Subdivision to allow a two-lot resubdivision of 1112 Willow Road and 1140 Willow Road. The request also requires a finding of "No Material Increased Adverse Impact" for existing improvements on Proposed Lot 1 (1112 Willow Road - Crow Island School) which (a) observe less than the minimum required front yard setback from Willow Road; and (b) observe less than the minimum required corner yard setback from Glendale Avenue. The Village Council has final jurisdiction on this request.

Ms. Klaassen noted the application only related to the proposed subdivision and existing improvements and that the proposed improvements are not being part of the application currently before the Commission. She then identified the property's location and zoning classification noting while the Comprehensive Plan designated the Park District parcel as an open space land use and the school parcel



1 as an institutional land use, they are required to adhere to the R-2 zoning regulations. Ms. Klaassen then  
2 identified the school and Park District parcel sizes and west lot line of the school parcel that would be  
3 adjusted as indicated by the dashed line in the illustration. She stated the request would allow the parcel  
4 to accommodate a proposed school addition and bring the playground located to the northwest of the  
5 school onto school property. Ms. Klaassen stated the proposal complied with the minimum lot area, depth  
6 and width requirements and identified two existing nonconformities to remain.

7  
8 Ms. Klaassen stated since the nonconformities are preexisting, the Commission is to find that there would  
9 be no material increased adverse impact in terms of the proposed subdivision noting one existing  
10 nonconformity would be eliminated on the west side of the school property which she identified for the  
11 Commission. She then identified the easements requested by the Village's Water and Electric Department  
12 noting that the Engineering Department is currently reviewing the proposed plat of subdivision to  
13 determine whether any additional utility easements are necessary. Ms. Klaassen noted no public  
14 correspondence was received and stated following public comment and the applicant's presentation, the  
15 Commission may wish to make a motion as indicated on page nos. 18 and 19. She then asked if there were  
16 any questions.

17  
18 Chairperson Danley asked for confirmation that the School Board and Park District Board found there was  
19 no problem with the request. Ms. Klaassen confirmed that is correct and added the applicant can provide  
20 further clarification. No additional questions were raised at this time.

21  
22 Chairperson Danley swore in those speaking to this matter. Brad Goldstein, CEO of Winnetka Public School  
23 District 36, informed the Commission their Board unanimously approved the request at a September 12,  
24 2023, special meeting with the Park District also unanimously approving the request. He stated they have  
25 been working together over the last year to get the request finalized and represented the next phase of  
26 the Crow Island addition with construction to be presented to the Commission in early 2024. Mr. Goldstein  
27 then described the proposed addition and improvements on the historic parcel.

28  
29 Chairperson Danley asked if there were any questions. Mr. Goldstein noted the temporary classrooms  
30 would be removed in June 2024 in order to minimize disruption. He then described the new art, music  
31 and Spanish rooms and gym to be shared with the Park District. Mr. Goldstein stated in terms of  
32 alternative locations, he referred to the storm water project and their original solution without the land  
33 acquisition which would have presented a lot of issues and would have been more expensive. He also  
34 referred to an easement acquired in the 1950's for the playground equipment and explained how the  
35 request would accommodate their population growth. Mr. Goldstein noted the project's biggest driver  
36 related to the gym size and lack of a formal lunchroom.

37  
38 Ms. Klaassen informed the Commission that the illustration referenced earlier did not depict the  
39 playground area to be conveyed. Mr. Bradley questioned whether the two existing nonconformities would  
40 have been eradicated with additional land acquisition. Ms. Klaassen confirmed they would not.

41  
42 Chairperson Danley asked for public comment. No comments were made at this time. She then called the  
43 matter in for discussion.

44  
45 Ms. Kunkle commented the proposal made sense and needed to be done. She also referred to the School  
46 Board and Park District Board's unanimous consent and described the request as a non-issue. Mr. Bradley  
47 stated the Commission should do what they can to support the school and described the project as well  
48 thought out. Mr. Golan agreed with the comments made and referred to the nonconformity to the north

1 that cannot be corrected. He also commented it would be a win for everyone in the community. Mr.  
2 Bradley explained the request's bifurcation aspect to the Commission in terms of zoning. Mr. Schoon  
3 noted the school would have to go through a special use process which would not be presented to the  
4 Commission, rather it would be considered by the Village Council. Mr. Foley also agreed with the  
5 comments made.

6  
7 Chairperson Danley then asked for a motion to recommend approval of the request. Mr. Golan moved  
8 that the Commission found that the proposed Crow Island subdivision plat as indicated on page 12  
9 relocating the lot line met the subdivision code standards for approving the final plat and that items (a)  
10 and (b) are met. He then stated based on these findings, the Commission recommended that the proposed  
11 Crow Island subdivision request be approved subject to condition nos. 1, 2 and 3. Ms. Kunkle seconded  
12 the motion. A vote was taken and the motion unanimously passed, 5 to 0:

13 AYES: Danley, Bradley, Foley, Golan, Kunkle

14 NAYS: None

15  
16 **New Business.**

17 a. October 25, 2023 Meeting, – Quorum check.

18 The Commission Members discussed their availability.

19  
20 **Adjournment:**

21 Chairperson Danley asked for a motion to adjourn. A motion to adjourn was made by Mr. Bradley and  
22 seconded by Mr. Golan. A vote was taken and the motion unanimously passed, 5 to 0:

23 AYES: Danley, Bradley, Foley, Golan, Kunkle

24 NAYS: None

25 The meeting adjourned at 7:27 pm.

26  
27 Respectfully submitted,

28  
29 Antionette Johnson

30 Recording Secretary



# MEMORANDUM VILLAGE OF WINNETKA

## COMMUNITY DEVELOPMENT DEPARTMENT

**TO:** PLAN COMMISSION  
**FROM:** ANN KLAASSEN, ASSISTANT DIRECTOR  
**DATE:** NOVEMBER 22, 2023  
**SUBJECT:** 808 OAK STREET – NEW MULTIFAMILY RESIDENTIAL BUILDING  
TEXT AMENDMENT AND SPECIAL USE PERMITS (CASE NO. 23-13-TX)

### INTRODUCTION

On November 29, 2023, the Plan Commission is scheduled to hold a public hearing on an application submitted by 808 Oak Street, LLC (the “Applicant”), as the prospective buyer of the property located at 808 Oak Street (the “Subject Property”). The Applicant proposes construction of a new four-story multifamily building with ground floor parking and three condominium units above on the Subject Property. The Subject Property is owned by Bartnell Ltd., who has authorized the Applicant to submit applications requesting approval of the following relief:

1. Approval of a **Text Amendment** to the Zoning Ordinance to allow residential uses in the C-2 General Retail Commercial Zoning District (the “C-2 District”), on the ground floor that are less than 50 feet from the front street line, as a special use; and
2. Approval of the following **Special Use Permits** to allow:
  - a. A residential use in the C-2 District, on the ground floor and less than 50 feet from the front street line; and
  - b. Off-street parking at street level on the Subject Property.

As will be discussed later in this report, the Applicant has also submitted a variation application for the front yard setback to allow the proposed building. The Zoning Board of Appeals (ZBA) considered the text amendment, special use permits, and variation requests on November 13, 2023, and recommended by a vote of 6-0, approval of the requested text amendment, as amended, and relief for the proposed development. Additionally, the Applicant has applied for a Certificate of Appropriateness for the design of the proposed building. The Design Review Board (DRB) first considered the request on September 21, 2023, and continued the application until October 16, 2023. At the October DRB meeting, by a vote of 4-0, the DRB recommended approval of the design of the proposed building. Details regarding the DRB and ZBA’s consideration are provided later in this report.

A sign has been posted on the Subject Property indicating the time and date of the Plan Commission public hearing. A mail notice was sent to property owners within 250 feet of the Subject Property, in compliance with the Zoning Ordinance. Additionally, the hearing was properly noticed in the *Winnetka Talk* on November 9, 2023. As of the date of this memo, staff has received eleven (11) written comments from the public regarding this application. The comments are provided in **Attachment B**.

On August 1, 2023, the Village Council considered a request by the Applicant to amend the Zoning Ordinance to allow, in the C-2 General Retail Commercial Zoning District, residential uses on the ground

floor that are less than 50 feet from the front street line. In essence, the text amendment would allow a purely residential building within the C-2 District. Upon receipt of a request to amend the text of the Zoning Ordinance the Village Council designates a body to conduct a public hearing and to provide a recommendation to the Council. At the meeting in August, the Council was receptive to the text amendment and the proposed plan presented by the Applicant and designated the Plan Commission and Zoning Board of Appeals to hold the public hearing on the text amendment.

***The Village Council has final jurisdiction on this request.***

#### **PROPERTY DESCRIPTION**

The Subject Property, which is approximately 0.14 acres in size, is located on the south side of Oak Street, between Chestnut Street and Green Bay Road/Linden Street and is currently vacant (see Figures 1 and 3). It is worth noting that the Subject Property is only 33.5 feet in width and has ingress/egress easements which provide vehicular access to Chestnut Street (see Figure 2). Because the lot area is less than 10,000 square feet, redevelopment of the Subject Property does not require approval of a planned development, nor may the Applicant request planned development approval.

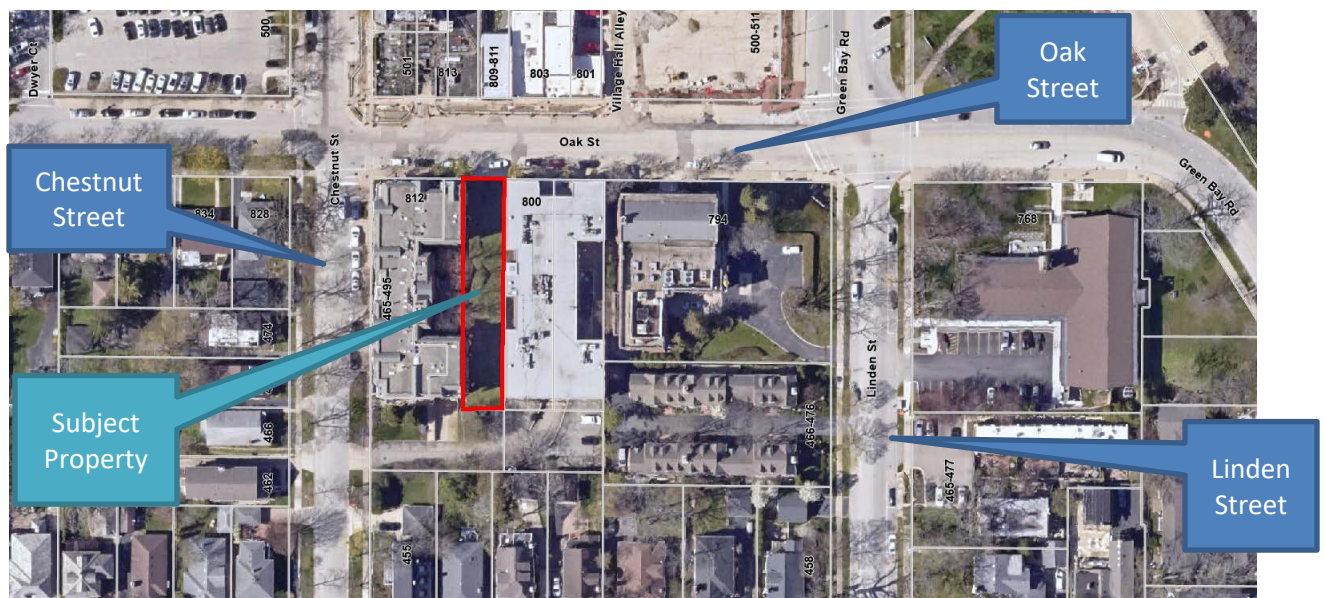


**Figure 1 – Subject Property**





**Figure 2 – Private Alley Accessing 800, 808 and 812 Oak Street**

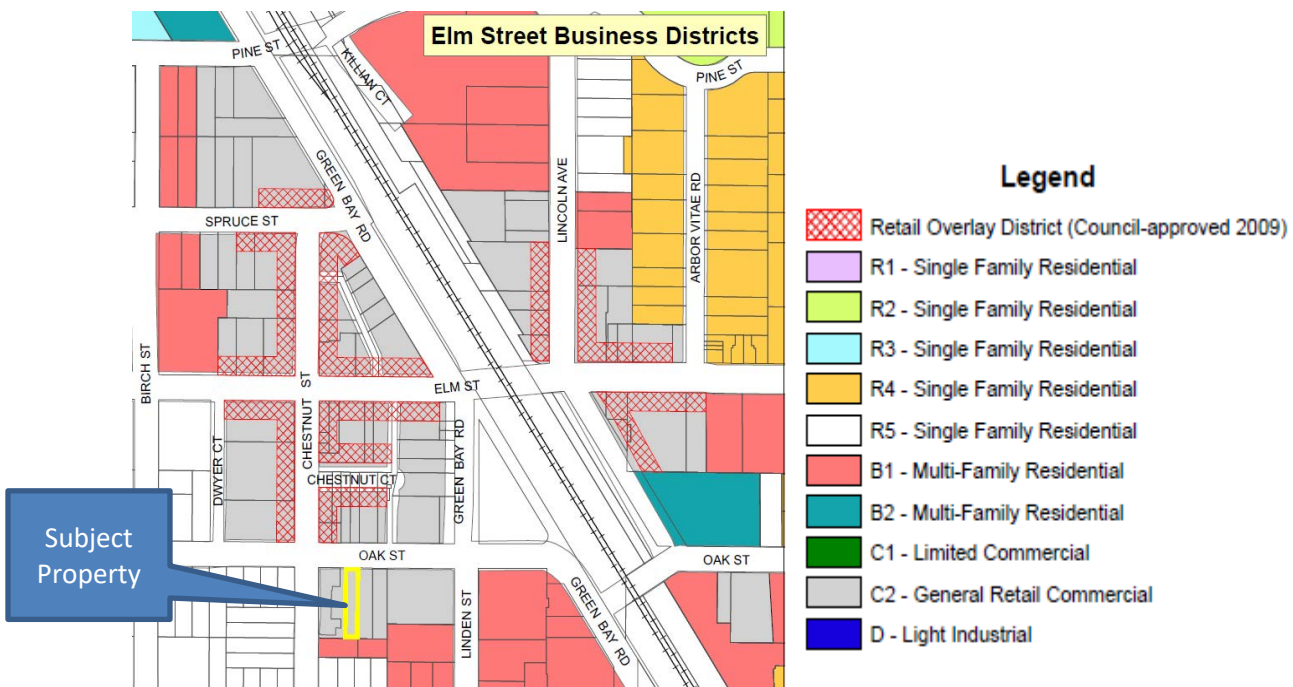






**Figure 4 – Subject Property with Neighboring Properties**

The property is zoned C-2 General Retail Commercial, and it is bordered by C-2 General Retail Commercial (the “C-2 District”) to the north, east, and west, and B-1 Multifamily Residential to the south. As shown in Figure 5, it is not located within the Commercial Overlay District.



**Figure 5 – Zoning Map**



The Comprehensive Plan designates the Subject Property as appropriate for commercial and mixed-use land uses as shown below in Figure 6. The Subject Property is in a commercial area with mixed-use buildings that contain offices on the ground floor and residences above, restaurants, and other commercial uses in the immediate vicinity. The Land Use Plan Map designates the properties to the north, east and west as appropriate for “commercial and mixed-uses” and the properties to the south, as appropriate for “single family residential uses”.



**Figure 6 – Comprehensive Plan Land Use Map**

In addition to the Comprehensive Plan Future Land Use Map, the Winnetka Futures 2040 Plan contains vision statements and goals that are relevant to the proposed application, including the following:

Quality Livable Neighborhoods Vision Statement: A community of connected neighborhoods with safe, pedestrian-oriented streets, tree-lined parkways, and a variety of well-maintained housing offerings to meet the needs of all its residents and create a unique and powerful sense of place.

Goal 1.2: The Village will continue to explore housing diversity and address the housing gap to provide a supply that supports changing demographic needs and ensures a variety of product types, options, and costs available to seniors, empty nesters, families, and young residents.

Goal 1.6: The Village will encourage multi-family unit development in and near the downtown commercial districts.

Vibrant Business Districts Vision Statement: A community with a strong commitment to supporting and enhancing its unique, walkable, mixed-use business districts, which serve both as the community’s commercial and social centers.

Goal 2.3: The Village will continue to encourage the highest-quality design, materials, and maintenance for building exteriors, landscaping, and signage in the commercial districts and along the Green Bay Road corridor.

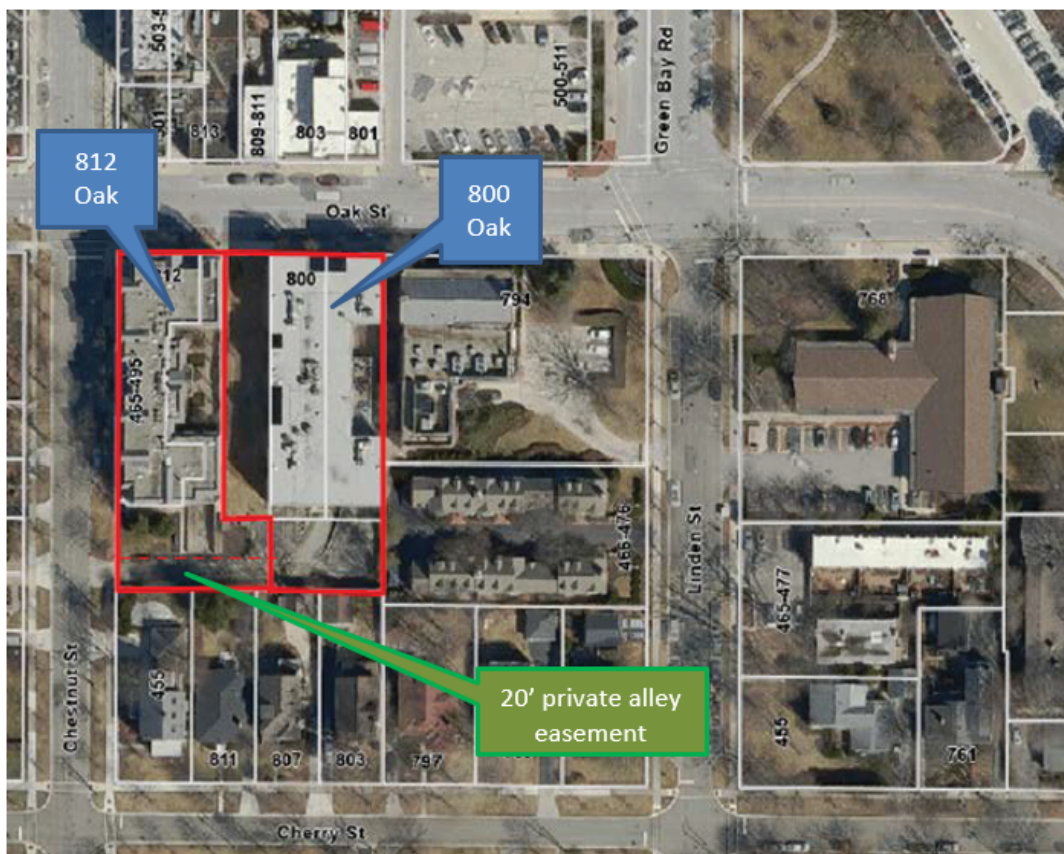
Mobility and Connectivity Vision Statement: A progressive community with forethought in developing safe and efficient local and regional mobility connections for all through public transportation, regional trails and pedestrian and bike friendly neighborhood street networks.

Goal 8.4: The Village will continue to support quality transit service and encourage increased ridership.

Goal 8.5: The Village will manage its parking assets to support the success of its business districts while balancing parking location and supply with the needs of the distinctive walkable and transit-oriented character that is uniquely Winnetka.

## RECENT SUBDIVISION APPROVAL

On July 20, 2021, the Village Council adopted Resolution R-65-2021, a resolution granting a plat of subdivision (Bartnell's Subdivision – 800-808-812 Oak Street). The plat of subdivision cleaned up ownership lines between three property owners that owned portions of the two existing lots of record. See Figures 7 and 8, which compare the previous lots of record with the three new lots of record.



**Figure 7 – Lot Configuration Prior to Subdivision**

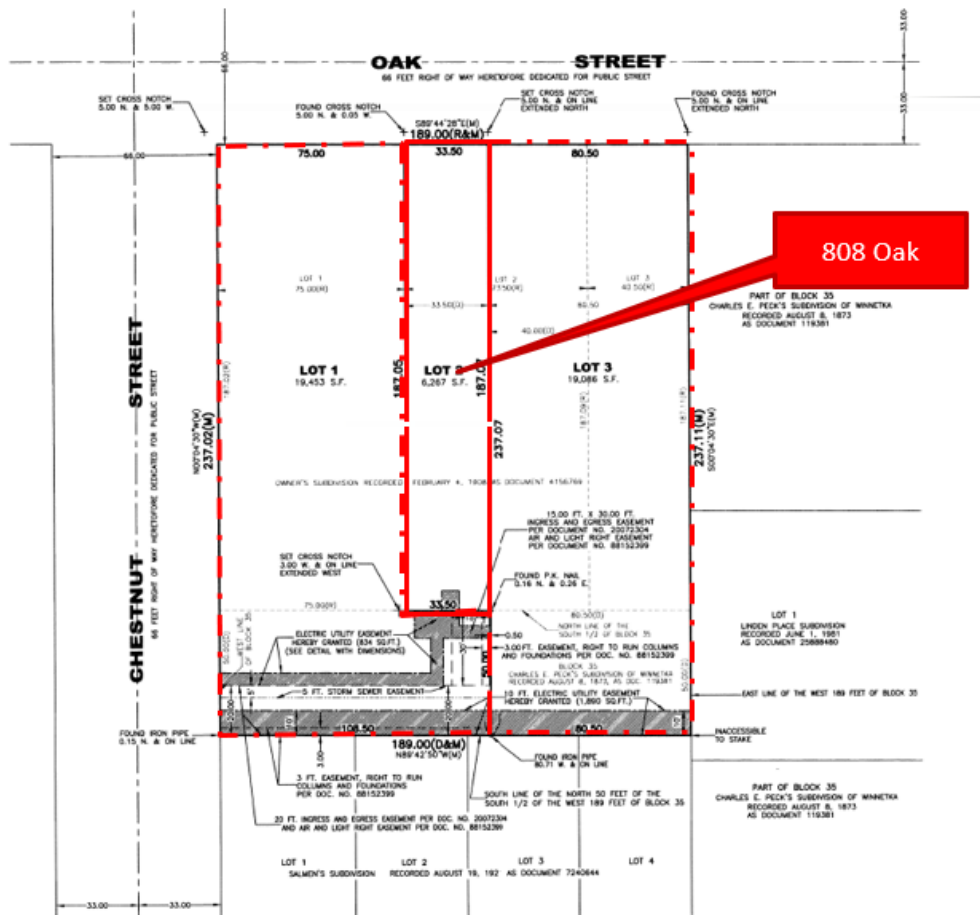


Figure 8 – Lot Configuration After Subdivision

## SUMMARY OF PROPOSED ZONING ORDINANCE AMENDMENT

Currently, the Village's Zoning Ordinance does not allow a dwelling unit at the ground floor that is less than 50 feet from the front street line in the C-2 District (See Table 1 on the following page – "NO" means not allowed). However, in the C-1 Neighborhood Commercial Zoning District, a dwelling unit at the ground floor that is less than 50 feet from the front street line is allowed as a special use, which requires Village Council approval. As outlined in Section 17.46.010 Table of Uses in the Zoning Ordinance (see Table 1), dwelling units are a permitted use in all the Village's commercial districts when located above the ground floor in a commercial building, including the Commercial Overlay District. A dwelling located on the ground floor that is 50 feet or more from the front street line is also allowed as a special use in the commercial zoning districts.



**Section 17.46.010 Table of uses.**

| <i>Table of Uses</i>                                                        | <i>C-1<br/>Neighborhood<br/>Commercial</i> | <i>C-2<br/>General<br/>Retail</i> | <i>C-2<br/>Commercial<br/>Overlay</i> |
|-----------------------------------------------------------------------------|--------------------------------------------|-----------------------------------|---------------------------------------|
| P = Permitted uses<br>SU = Special uses<br>NO = Not permitted               |                                            |                                   |                                       |
| <b>A. RESIDENTIAL USES</b>                                                  |                                            |                                   |                                       |
| Dwelling unit above the ground floor in a commercial building               | P                                          | P                                 | P                                     |
| Dwelling unit at the ground floor, less than 50 feet from front street line | SU                                         | NO                                | NO                                    |
| Dwelling unit at the ground floor, 50 feet or more from front street line   | SU                                         | SU                                | SU                                    |

**Table 1 – Table of Uses for Commercial Zoning Districts (Section 17.46.010)**

The Applicant's proposed development does not include any commercial space at the ground level. At the ground level located within 50 feet of the front street line is a lobby and driveway/parking for the residential units above. In essence, the building is solely a multi-family residential building, which the C-2 District currently does not allow.

The Applicant is requesting that residential uses be allowed as a special use in the C-2 District when such uses are located on the ground floor and less than 50 feet from the front street line. Table 2 below represents the Applicant's proposed amendment to the Table of Uses in Section 17.46.010 of the Zoning Ordinance.

| <i>Table of Uses</i>                                                                                                                                  | <i>C-1 Neighborhood<br/>Commercial</i> | <i>C-2<br/>General<br/>Retail</i> | <i>C-2<br/>Commercial<br/>Overlay</i> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-----------------------------------|---------------------------------------|
| P = Permitted uses<br>SU = Special uses<br>NO = Not permitted                                                                                         |                                        |                                   |                                       |
| <b>A. RESIDENTIAL USES</b>                                                                                                                            |                                        |                                   |                                       |
| Dwelling unit above the ground floor in a commercial building                                                                                         | P                                      | P                                 | P                                     |
| Dwelling unit at the ground floor, less than 50 feet from front street line (See Section 17.44.030.B.5 for additional standards for the C-2 District) | SU                                     | <del>NO</del> <u>SU</u>           | NO                                    |
| Dwelling unit at the ground floor, 50 feet or more from front street line                                                                             | SU                                     | SU                                | SU                                    |
|                                                                                                                                                       |                                        |                                   |                                       |

**Table 2 – Proposed Amendment to Section 17.46.010 Table of Uses**

Section 17.44.030, Development Standards, of the Zoning Ordinance provides additional development standards for certain special uses. These standards focus on automobile service stations, parking lots,

public parking garages, and fast-food restaurants. With its original application, the Applicant suggested that the following standard be added:

- “5. Dwelling Units at the Ground Floor in the C-2 General Retail Commercial District. Dwelling units and their accessory parking facilities shall comply with the following standards:
- The proposed lot shall be along the south side of Oak Street between Chestnut Street and Green Bay Road/Linden Street.
  - The width of the lot makes it physically impractical to provide both a commercial space within 50 feet from the street lot line and to provide any portion of the number of required parking spaces.”

The Applicant identified a specific area within the C-2 District where it found that a purely multi-family building may be appropriate. The area is on the southern edge of the Elm Street Business District. On this block face, mixed use buildings with commercial space on the ground floor are located on both sides of the Subject Property, and the AT&T building is located on the far east end of the block face. On the following maps, the gray areas without the red cross hatch are areas in the community that are zoned C-2 General Retail Commercial but are not located in the Commercial Overlay District. When considering the Applicant’s request, the Commission may also wish to consider C-2 District areas that others may make a similar text amendment request. That is a C-2 zoned property that is also not located in the Commercial Overlay District, and which is located on the periphery of a business district and has a narrow lot width. As noted later in this staff report, in response to ZBA member’s comments, the Applicant agreed to an amendment to its text amendment request.



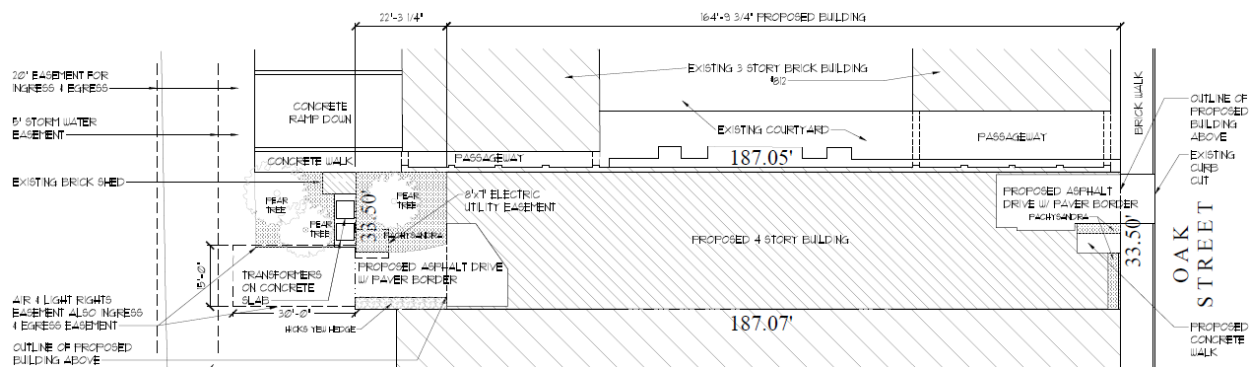
**Figure 9 – C-2 General Retail Commercial District**

**PROPOSED PLAN**

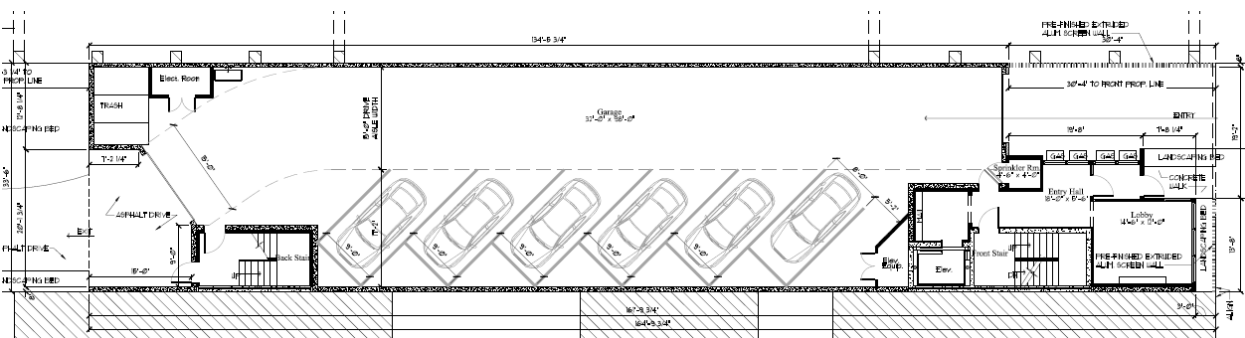
If the Applicant's proposed text amendment is approved, it intends to acquire the Subject Property and construct a four-story residential condominium building with three single-floor units. Each unit would contain three bedrooms and measure approximately 3,767 square feet. The ground floor would consist of six (6) enclosed parking spaces, a residential lobby, elevator, two staircases, and a trash enclosure. The second, third, and fourth floors would each have one residential unit.

The enclosed parking would be accessed from Oak Street, utilizing an existing curb-cut. Vehicular traffic would be one-way, with vehicles entering from Oak Street and exiting the building via private alley and ingress/egress easements onto Chestnut Street. The entry into the parking garage would be recessed approximately 30 feet from the front lot line in order to: (i) minimize the visual impact of a garage door facing the street; (ii) allow passage of light and air to the neighboring building to the west; and (iii) allow vehicles to pull off of Oak Street and wait for the garage door to open while on-site rather than in the street or on the public sidewalk. It is worth noting that at least two on-street parking spaces, on the south side of Oak Street, would be eliminated to provide access to the site.

Excerpts of the proposed site plan, floor plans, and building elevations, as well as renderings of the proposed building are provided on the following pages as Figures 10 through 19. The complete set of plans are provided in the application materials (**Attachment A**). The Applicant has also provided photographs of neighboring properties taken from Oak Street as well as from the private alley located behind the Subject Property and the two adjacent properties. These photographs are also included in Attachment A.



**Figure 10 – Site Plan**



**Figure 11 – Ground Floor Plan**



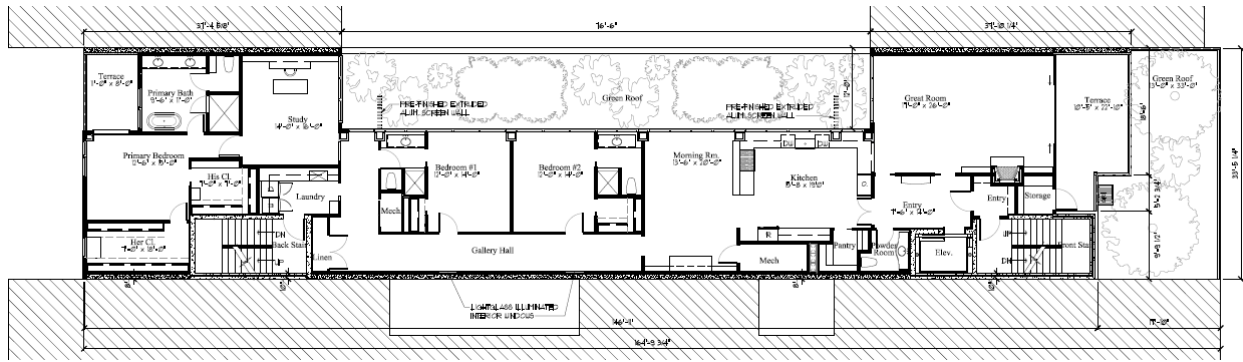


Figure 12 – Second Floor Plan

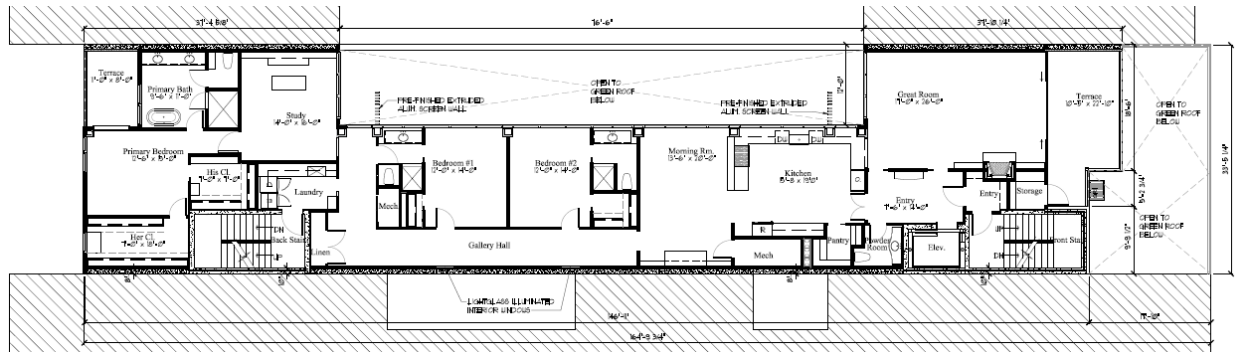


Figure 13 – Third and Fourth Floor Plan



Figure 14 – Front Building Elevation – Oak Street



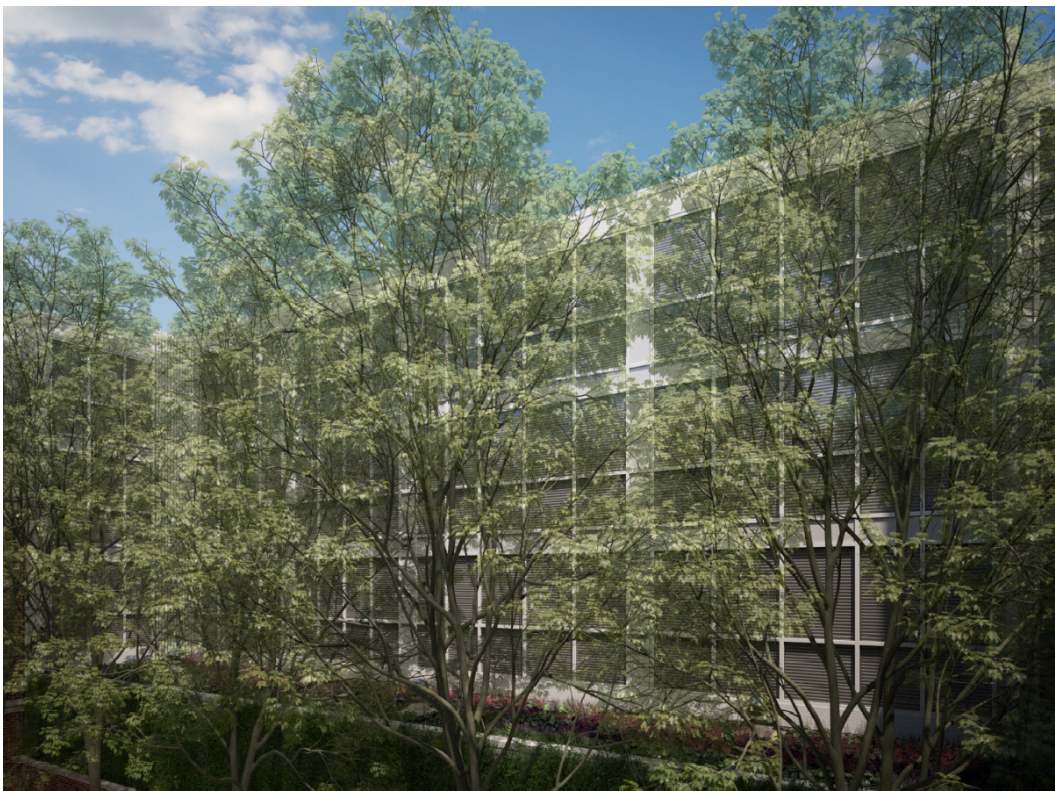
**Figure 15 – Rear Building Elevation – Private Alley**



**Figure 16 – Rendering of Front Elevation (Oak Street)**

The exterior wall finish of the proposed building would consist of board formed concrete. The front elevation would also have a decorative pre-finished aluminum screen wall consisting of vertical louvers in Bone White. The railings on the balconies would be in the same material, color, and vertical pattern. The screen wall would be located on the front property line, with the ground floor level setback 3 feet from the screen wall to allow for a landscape bed between the screen wall and the front wall of the residential lobby. The upper stories are then setback 13 feet from the front of the building with the garage door setback 30 feet.

As described in the attached written explanation from the architect, the west elevation would have an interior courtyard on the upper floor levels. The ground floor level would extend to the west property line, while the second floor would have a green roof measuring approximately 12 feet by 76.5 feet in the general center of the west elevation that would be open to the floors above. There would be two pre-finished aluminum screen walls in the courtyard that would extend approximately 5 feet from the interior wall and extend the full height of the building. The interior courtyard and screen walls are identified in Figures 17 and 18. A green roof is also proposed on the second-floor level at the front elevation; this feature is illustrated in the rendering included as Figure 16. The Applicant has provided landscape plans, an excerpt of which is provided in Figure 20. Plantings on the green roof would include, but not be limited to, a single-stem flowering crab apple, boxwoods, heuchera 'green spice' and 'palace purple', and liriopse. The building would be setback more than 20 feet from the rear property line, allowing for a landscaped area as required by the Zoning Ordinance.



**Figure 17 – Rendering of West Elevation**



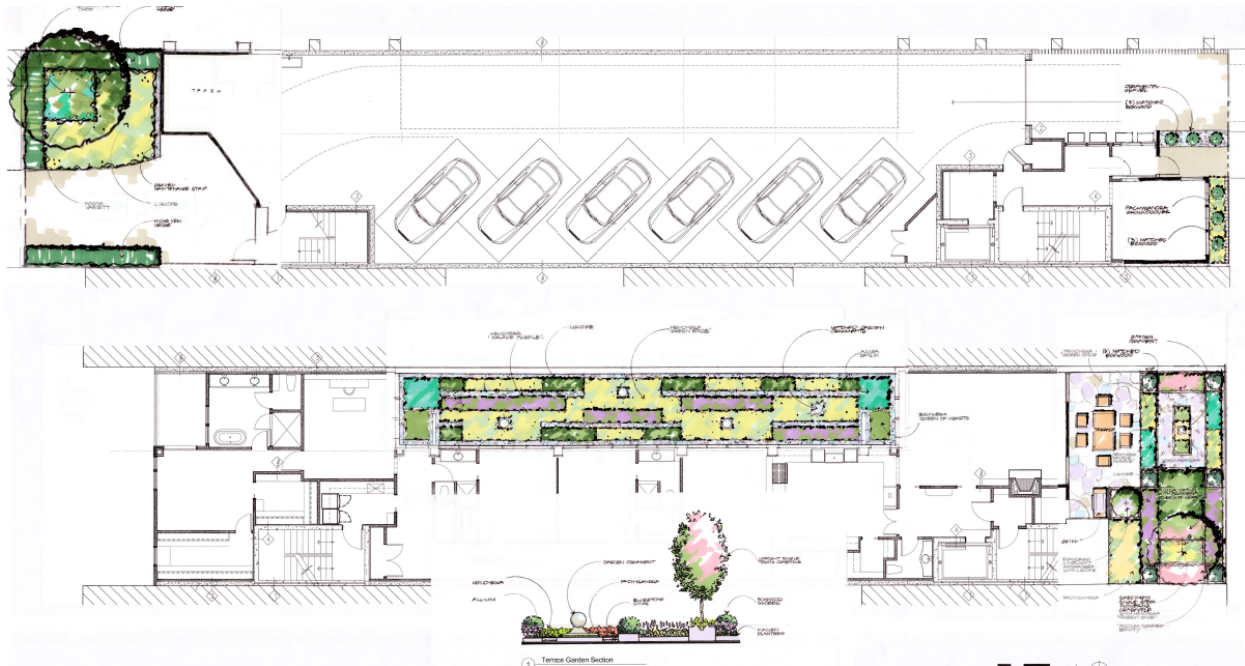


**Figure 18 – Rendering of Interior Courtyard (looking north)**



**Figure 19 – Rendering of Rear Elevation**





**Figure 20 – Landscape Plans**

The air conditioning compressors would be located on the roof, towards the rear of the building. The Applicant has not indicated any screening of these compressors. The plans identify the refuse and recycling containers to be located within the parking garage, at the rear of the building.

Development of the Subject Property will require the provision of stormwater detention at a volume to accommodate a 100-year storm event assuming 100% impermeable lot coverage, which is allowed under the zoning. The Applicant is working with an engineering firm to address stormwater management and has provided a letter explaining their approach, which currently includes a detention system below the garage floor. The letter from the Applicant's engineer is also included in **Attachment A**. Director of Engineering, James Bernahl, has reviewed their initial approach and has provided the Applicant comments. The Applicant will be required to submit engineering plans when a building permit application is submitted to verify compliance with the Village stormwater regulations.

### **REQUESTED ZONING RELIEF**

Although not part of the Commission's consideration, it should be noted that in addition to the text amendment and special use permits being requested, one zoning variation for the front yard setback is being requested to allow the development on the Subject Property.

Front Yard Setback. The maximum front yard setback shall be no more than three (3) feet; the Applicant proposes the building to be setback 30'-4" (30.33 feet) along a portion of the Oak Street property line to accommodate the recessed garage entry.

The purpose of a maximum front yard setback in the commercial districts is to create a more consistent storefront wall as one walks along the street level of a commercial district. Having buildings setback too far from the pedestrian sidewalk breaks up this continuity. However, there may be instances where varying from this requirement may not have a negative impact given the design of the development in the context of the neighborhood and other uses in the immediate vicinity.

Special Use – Location of Off-Street Parking. In order to encourage below-grade parking, the Zoning Ordinance requires off-street parking located at street-level to receive approval of a special use permit. As previously noted, the proposed parking would be provided on the ground floor level within the interior of the building accessed from a one-way driveway off Oak Street.

For reference, the proposed residential units on the second, third, and fourth floors would all have three bedrooms. The Zoning Ordinance requires a minimum of two (2) parking spaces per three-bedroom unit. Therefore, the proposed development requires six (6) off-street parking spaces for the residential units. As proposed, the garage would provide six (6) at-grade parking spaces, in compliance with the zoning regulations.

Special Use – Residential Uses in the C-2 General Retail Commercial District. As previously noted, the Applicant has requested a text amendment to the Zoning Ordinance to allow residential uses in the C-2 District on the ground floor that are less than 50 feet from the front street line, as a special use. The Subject Property is located on the fringe of the C-2 District, with mixed-use, multi-family and single-family residential uses in the immediate vicinity. The Applicant's proposed development does not include any commercial space on the ground level. Rather, the proposed plan includes a lobby and driveway/parking for the residential units above, within 50 feet of the front street line.

Currently, residential uses are allowed by right in the C-2 District when located above the ground floor in a commercial building and as a special use when located on the ground floor but 50 feet or more from the front street line.

#### **CONSIDERATION BY OTHER ADVISORY BOARD/COMMISSIONS**

The Design Review Board (DRB) considered a Certificate of Appropriateness for the proposed building on September 21, 2023. In addition to hearing from staff and the applicant, the DRB also heard from seven (7) members of the public, consisting of the property manager for both the 800 Oak and 812 Oak buildings located immediately east and west of the proposed development, as well as unit owners of the 812 Oak condominium project located to the west. Representatives of the 800 Oak building expressed concerns regarding: (a) the impact the development will have on the two window wells on the west side of the 800 Oak building; (b) the vents on the west wall of the 800 Oak building that may also be impacted; and (c) location of parking at grade rather than subsurface. The 812 Oak unit owners expressed concerns regarding: (a) impact of development on the trees in their courtyard; (b) the height of the first-floor wall in relation to their courtyard; (c) the design being contextual with the adjacent buildings and the Village in general; and (d) pedestrian safety with vehicles accessing the site off Oak Street.

After hearing from the public and the Applicant, the DRB discussed the proposed building. Though DRB members found the building design more contemporary in nature, the members found the proposed design to be attractive and compatible with buildings in the area with one exception. The DRB members found the vertical slats at the street level incompatible with the desire to have a pedestrian-focused building orientation at the street level. They found that the street level treatment could be more compatible with the storefronts in the commercial district. At the Applicant's request, the DRB continued the item to the October DRB meeting to provide the Applicant with time to respond to the Board's comments.

In response to the comments at the September DRB meeting, the Applicant submitted a written explanation describing the design approach, along with updated renderings reflecting the vertical slats were spaced further apart than illustrated in the previous renderings. The Applicant's architectural plans do not provide the dimensions of the individual slats nor the spacing between the slats. Additionally, the

Applicant provided precedent images of similar façade treatments with a variety of slat sizes and spacing between the slats. The renderings included in this report are the updated renderings that were also provided to the DRB for its second consideration of the design in October.

After hearing from staff and the Applicant regarding the revised renderings and the design approach explaining the vertical slats, the DRB heard from five (5) members of the public, consisting of the property manager for both the 800 Oak and 812 Oak buildings, residents of the 812 Oak building, and a resident in the immediate neighborhood. The members of the public all expressed concern that that proposed building is not consistent with the Village Design Guidelines. After hearing from the public, the DRB discussed the project. The members found the updated renderings very helpful to understand the visibility that would be provided on the front elevation even with the vertical slats. Ultimately, by a vote of 4-0, the DRB recommended approval.

The Zoning Board of Appeals (ZBA) considered the text amendment, special use permits, and the variation request for the proposed building on November 13, 2023. In addition to hearing from staff and the Applicant, the ZBA also heard from three (3) members of the public, consisting of the property manager for both the 800 Oak and 812 Oak buildings, as well as a unit owner of the 812 Oak condominium building and a resident of the 800 Oak building. The concerns expressed by the public were regarding the driveway and pedestrian safety, the compatibility of the design of the proposed building with neighboring buildings, and the impact of construction on the adjoining buildings. After hearing from the public, the ZBA discussed the project. A ZBA member expressed concerns that the proposed text amendment language may be too narrow (allowing such uses only along the south side of Oak Street between Chestnut Street and Green Bay Road/Linden Street) and too vague (“physically impractical”), The ZBA subsequently recommended, by a vote of 6-0, approval of an amended text amendment to allow “Dwelling unit at the ground floor, less than 50 feet from the street line, in the C-2 District as a special use, on lots that are no wider than 35 feet. Prior to voting on the recommendation, Village staff shared with the Board that there appears to be only three lots, including the Subject Property, that are no wider than 35 feet in the C-2 District. The other two lots are on Lincoln Avenue. At the ZBA meeting, the Applicant agreed to the ZBA’s recommended change to the proposed text amendment.

## **FINDINGS & RECOMMENDATION**

Regarding the requested amended text amendment, the Applicant is requesting that residential uses be allowed as a special use in the C-2 District when such uses are located on the ground floor and less than 50 feet from the front street line. The Applicant has agreed to amend its request to add that the following standard to Section 17.44.030, Development Standards, of the Zoning Ordinance, which provides additional development standards for certain special uses:

“5. Dwelling Units at the Ground Floor, less than 50 feet from the front street line, in the C-2 General Retail Commercial District. The lot for such a use shall be no wider than 35’.

Does the Plan Commission find the requested text amendment appropriate? If so, should the use be strictly limited to only on lots with a lot width no wider than 35’, which lot width makes it physically impractical to provide a commercial space and to provide any portion of the number of required parking spaces?

Additionally, the Plan Commission is to consider whether or not the requested special uses to allow (i) a residential use in the C-2 District, on the ground floor and less than 50 feet from the front street line, and (ii) off-street parking at street-level for the proposed four-story, three-unit, multifamily residential building on the Subject Property are consistent with the Village’s Comprehensive Plan and with the Village’s special use permit standards.



Following conclusion of public comment and Commission discussion, the Commission may choose to consider the following motion:

The Plan Commission recommends **approval [denial]** of the following requested relief:

- (i) Text Amendment to the Zoning Ordinance to allow "Dwelling unit at the ground floor, less than 50 feet from the front street line" as a special use in the C-2 General Retail Commercial Zoning District, subject to the use complying with the following additional development standards, which would be added to Section 17.44.030, Development Standards:
  - "5. Dwelling Units at the Ground Floor, less than 50 feet from the front street line, in the C-2 General Retail Commercial District. The lot for such a use shall be no wider than 35'.
- (ii) Special Use Permit to allow a residential use in the C-2 District, on the ground floor and less than 50 feet from the front street line; and
- (iii) Special Use Permit to allow off-street parking at street level.

This recommendation is based on evidence in the record, or a public document, and upon the following findings of fact:

1. The proposed four-story, three-unit, multifamily residential building with enclosed off-street parking at street level, but without any commercial space, **is [is not]** consistent with the Comprehensive Plan's Land Use Map designation of the Subject Property as appropriate for "Commercial & Mixed-Use Development" and **is [is not]** consistent with the following goals of Pillar 1: Quality Livable Neighborhoods, Pillar 2: Vibrant Business Districts, and Pillar 8: Mobility and Connectivity of the Winnetka Futures 2040 Comprehensive Plan:
  - a. "Continue to explore housing diversity and address the housing gap to provide a supply that supports changing demographic needs and ensures a variety of product types, options, and costs available to seniors, empty nesters, families, and young residents" (Goal 1.2);
  - b. "Encourage multi-family development in and near the downtown commercial districts" (Goal 1.6);
  - c. "Continue to encourage the highest-quality design, materials, and maintenance for building exteriors, landscaping, and signage in the commercial districts and along the Green Bay Road corridor" (Goal 2.3);
  - d. "The Village will continue to support quality transit service and encourage increased ridership" (Goal 8.4); and
  - e. "The Village will manage its parking assets to support the success of its business districts while balancing parking location and supply with the needs of the distinctive walkable and transit-oriented character that is uniquely Winnetka." (Goal 8.5).
2. The proposed four-story multifamily residential building with enclosed off-street parking at street-level, but without any commercial space, **is [is not]** consistent with the Standards for the granting of Special Use Permits, as follows:

- a. That the establishment, maintenance, and operation of the special use will not be detrimental to or endanger the public health, safety, comfort, morals, or general welfare;
- b. That the special use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity which are permitted by right in the district or districts of concern, nor substantially diminish or impair property values in the immediate vicinity;
- c. That the establishment of the special use will not impede the normal and orderly development or improvement of other property in the immediate vicinity for uses permitted by right in the district or districts of concern;
- d. That adequate measures have been or will be taken to provide ingress and egress in a manner which minimizes pedestrian and vehicular traffic congestion in the public ways;
- e. That adequate parking, utilities, access roads, drainage, and other facilities necessary to the operation of the special use exist or are to be provided; and
- f. That the special use in all other respects conforms to the applicable regulations of this and other Village ordinances and codes.

**[The special uses for the proposed four-story, three-unit multifamily residential building with enclosed off-street parking at street level, but without any commercial space, should only be approved subject to the following conditions...]**

#### **ATTACHMENTS**

Attachment A: Application Materials

Attachment B: Public Correspondence

ATTACHMENT A

TXT



VILLAGE OF WINNETKA, ILLINOIS  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
ZONING ORDINANCE TEXT AMENDMENT

**Applicant Information**

Legal Name: 808 Oak LLC  
Primary Contact: PAUL KONSTANT  
Address: [REDACTED] WINNETKA, IL 60093  
Phone No: 847-967-6119 C: [REDACTED] Email: PK@KONSTANTARCHITECTURE.COM

**Consultant (or Legal Counsel) Information**

Name: TODD STEPHANS ESQ  
Primary Contact: TODD  
Address: 1330 NORTON AVE  
City, State, ZIP: BANNOCKBURN 60015  
Phone No. 847-338-4279  
Email: TODD@WINNETKALAWOFFICE9.COM

**Address of Subject Property for which the Text Amendment is necessary:**

Parcel Identification Number (PIN) for Subject Property: 05-20-217-002-0000  
Zoning District of Subject Property: C-2

**Please provide the following information:**

1. Attach a narrative that includes:
  - a. Proposed language for the Zoning Ordinance text amendment;
  - b. Explains the need for the Zoning Ordinance text amendment and why the amendment would be appropriate for the zoning district for which it would apply.
2. Proof of ownership (e.g. deed, title policy, certified copy of trust agreement, etc.) or legal interest in Subject Property (e.g. lease, letter of intent, etc.); and
3. Application Fee: \$800.00

Applicant Signature: [REDACTED]  
Printed Name: PAUL KONSTANT

Date: 21 JUNE '23

Konstant □ Architecture □ Planning  
5300 Golf Road, Skokie, IL 60077 847-967-6115

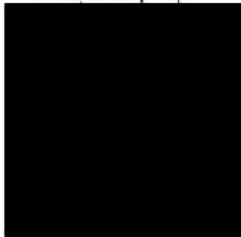
June 21, 2023

Village of Winnetka  
510 Green Bay Rd.  
Winnetka, IL 60093

To Whom it May Concern:

It is my intent to purchase the vacant property at 808 Oak St.,  
Winnetka, and develop a 3-unit condominium building on the site.  
I have agreed to purchase the property following positive  
approvals for the project from the Village of Winnetka.

Regards,



Paul Konstant



June 23, 2023

### Proposed Text Amendment

| <i>Table of Uses</i>                                                                                                                                  | <i>C-1 Neighborhood Commercial</i> | <i>C-2 General Retail</i> | <i>C-2 Commercial Overlay</i> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|---------------------------|-------------------------------|
| P = Permitted uses<br>SU = Special uses<br>NO = Not permitted                                                                                         |                                    |                           |                               |
| <b>A. RESIDENTIAL USES</b>                                                                                                                            |                                    |                           |                               |
| Dwelling unit above the ground floor in a commercial building                                                                                         | P                                  | P                         | P                             |
| Dwelling unit at the ground floor, less than 50 feet from front street line (See Section 17.44.030.B.5 for additional standards for the C-2 District) | SU                                 | <del>NO</del> <u>SU</u>   | NO                            |
| Dwelling unit at the ground floor, 50 feet or more from front street line                                                                             | SU                                 | SU                        | SU                            |
|                                                                                                                                                       |                                    |                           |                               |

Section 17.44.030 Development standards.

A. General Development Standards. The development standards for all uses in the C-2 General Retail Commercial District shall be as provided in Chapter 17.46 of this code.

B. Additional Development Standards for Certain Special Uses. In addition to complying with all other applicable standards, the following special uses shall also be subject to the specific criteria set forth herein.

5. Dwelling Units at the Ground Floor in the C-2 General Retail Commercial District. Dwelling units and their accessory parking facilities shall comply with the following standards:

- a. The proposed lot shall be along the south side of Oak Street between Chestnut Street and Green Bay Road/Linden Street.
- b. The width of the lot makes it physically impractical to provide both a commercial space within 50 feet from the street lot line and to provide any portion of the number of required parking spaces.

## **Reasoning for the Zoning Ordinance Text Amendment**

The parcel at 808 Oak Street is in the C-2 General Retail Commercial District located between Chestnut Street and Green Bay Road/Linden Street. The property is 33 feet wide causing a hardship in order to develop a mixed-use building. The proposed project seeks to construct a new four-story residential condominium building with three units. The units are proposed to be 3-bedroom full-floor units along with their required parking of 6 total onsite spaces which would be provided at grade level.

The case for elimination of the retail component is as follows:

- 1) The parcel is on the periphery of the C-2 Zoning district so the elimination of retail at this particular location would not disrupt the continuity of the block.
- 2) The parcel is nestled between two adjacent buildings each of which have a basement. If parking were moved to the basement there is a concern about compromising the structure of the neighboring buildings to the east and west of the site.
- 3) The building parcel is 33 feet wide. Along the 33 foot width of facade, the proposed design calls for a residential entry (approximately 15 feet in width) and a driveway (approximately 15 feet in width) to access the required accessory parking for owners. The remaining street frontage does not allow for retail. In addition, it is physically impractical given the width of the lot to locate parking below grade or on the second level in order to accommodate commercial on the first floor because there is no way to turn around given the 33 foot width. There is only one practical way to provide parking for the development and that is by a one way aisle at the grade level, thus not allowing vehicular access into and out of the rear of the site.
- 4) There may be other parcels in the Village of Winnetka where such a hardship may occur and where upon review by the Zoning Administrator it could be determined that it would benefit the village to allow the parcel to eliminate the requirement of ground floor retail from the site.

VILLAGE OF WINNETKA, ILLINOIS  
DEPARTMENT OF COMMUNITY DEVELOPMENT

SPECIAL USE PERMIT APPLICATION

Case No. 23-13-TX

Property Information

Site Address: 808 Oak Street Winnetka, IL 60093

Applicant Information

Name: 808 Oak, LLC, Prospective buyer see attached

Primary Contact: Paul Konstant

Address: 5300 Golf Road

City, State, ZIP: Skokie, IL 60077

Phone No. 847-967-6115

Email: pk@konstantarchitecture.com

Architect Information

Name: Konstant Architecture

Primary Contact: Paul Konstant

Address: 5300 Golf Road

City, State, ZIP: Skokie, IL 60077

Phone No. 847-967-6115

Email: pk@konstantarchitecture.com

Owner Information

Name: Bartnell Ltd.

Primary Contact: Phillip Couri

Address: 2 Northfield Plaza Suite 315

City, State, ZIP: Northfield, IL 60093

Phone No. pac@courilaw.com

Email: 847-446-7372

Attorney Information

Name: Todd Stephens ESQ.

Primary Contact: Todd Stephens

Address: 1330 North Ave.

City, State, Zip: Bannockburn, IL 60015

Phone No. 847-338-4275

Email: todd@winnetkalawoffices.com

Applicant Signature: 

Property Owner Signature: 

Printed Name of Owner: \_\_\_\_\_

Date: 23 AUG '23

Date: \_\_\_\_\_

## **SPECIAL USE PERMIT STANDARDS**

Please see the responses for each of the 8 standards below in italics.

### **1. That the establishment, maintenance, and operation of the special use will not be detrimental to or endanger the public health, safety, comfort, morals, or general welfare;**

*a. The special use permit requested for the property at 808 Oak Street is to allow street-level parking instead of below grade parking. The proposed project design features 3 full-floor condominium residences. According to the Zoning Ordinance each residence is required to have 2 parking spaces thus requiring 6 parking spaces total on the site. Enclosed parking on the ground floor is proposed because basement level parking is not feasible at this site for the following reasons:*

- i. The site is 33.5 feet wide and 187.07 feet long. The narrow width only allows for cars to enter in from one end of the site and out from the other. The proposal shows the parking entry off of Oak Street and the exit to the south through the alley easement. The 33.5' width does not allow for a ramp to access a basement level or a turn around.*
- ii. The narrow width of the site and the fact that the two adjacent buildings with below grade parking are built up to the shared east and west property lines would make constructability difficult and potentially dangerous. In order not to negatively affect these two neighboring buildings the design seeks to minimize basement area to a very small amount of square footage of the site.*

*The proposed grade level parking will not be detrimental to or endanger the public health, safety, comfort, morals or general welfare of the area. The parking has been designed in such a way to maintain vehicular traffic flow through the recessed garage door allowing cars to quickly turn off of the street and not wait on the street for the door to open and also not block the sidewalk. The parking uses an existing curb cut that will not negatively impact pedestrian flow.*

*b. Purely residential building: The configuration of the Lot at 808 Oak Street constitutes a hardship due to the narrow width of the lot. The lot is 33.5 feet wide. The parcel is on the periphery of the C-2 Zoning district and the elimination of retail at this particular location would not disrupt the continuity of the block. A mixed-use building is not practical and would not yield a reasonable return as the space for the functions would be too tight on the site to accommodate entries for each different function. The parking entry requires approximately 15' of width and the residential entry and lobby require about 18' of width not allowing width for retail. A single-story/single use retail building is not financially practical here and a multi-story retail building is not desirable or marketable at this site.*

*The lot is on the periphery of the district and the lot is configured to accommodate marketable residential condominium units. Therefore residential makes marketable sense and fits in with the surrounding neighborhood.*

*The parking entry and residential entry must both be on Oak Street. 2 parking spaces are required for each of the 3 residences totaling 6 required spaces. The 33.5' width does not allow a*



*turn-around for cars. Cars must access the parking from Oak Street at the front of the property and exit from the alley at the rear of the site.*

**2. That the special use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity which are permitted by right in the district or districts of concern, nor substantially diminish or impair property values in the immediate vicinity;**

*The proposed ground floor parking would not negatively impact the buildings of the immediate vicinity because they are enclosed on the property. 800 Oak Street to the east has a blank brick wall at grade level and 812 Oak is primarily opaque at the ground floor with 4 windows on the north side of the shared lot line that look out onto their covered walkway.*

*The increased tax revenue from the three residential owners and the increased density of people will positively impact the neighborhood businesses.*

**3. That the establishment of the special use will not impede the normal and orderly development or improvement of other property in the immediate vicinity for uses permitted by right in the district or districts of concern;**

*The proposed parking will not impede development of properties in the vicinity. It will be contained on the site and will cause minimal traffic impact.*

*The 3 residential condominiums will not change the neighbors' ability to develop their property as desired. The increased residential density will help support neighborhood business.*

**4. That adequate measures have been or will be taken to provide ingress and egress in a manner which minimize pedestrian and vehicular traffic congestion in the public ways;**

*Parking ingress on Oak Street is recessed to minimize vehicular traffic congestion, avoid blocking the street and sidewalk making for a safer pedestrian and vehicular experience. Egress is via the shared alley that exits onto Chestnut street and will not have a negative effect.*

**5. That adequate parking, utilities, access roads, drainage, and other facilities necessary to the operation of the special use exists or are to be provided; and**

*The architect is working with the village engineers and planning officials to ensure that utilities and drainage are accounted for in the design. The zoning required parking is provided in the proposed design and uses an existing alley access easement. In addition, there is a village parking lot across the street should additional parking be needed for guests of the residences.*

*The architect is working with Greengard, Inc. Engineers and the village on stormwater management. Stormwater runoff for the development shall be collected via roof drains. The roof drains shall be routed and connected to an oversized pipe system, arched chamber system, or concrete vault system or pipe to provide the required stormwater detention volume. The detention system shall be located below the garage floor. Storm water runoff will be restricted prior to a connection to the public storm sewer located on the south side of Oak Street.*

**6. That the special use in all other respects conforms to the applicable regulations of this and other village ordinances and codes.**

*The grade level parking and residential condominium units are designed to meet the other village ordinances and codes.*

# PLAT OF SURVEY

OF

PARCEL 1: THE WEST 33-1/2 FEET OF LOT 2 OF OWNERS SUBDIVISION OF THE WEST 188 FEET OF THE NORTH 187 FEET OF BLOCK 35 OF CHARLES E. PECK'S SUBDIVISION OF WINNETKA, BEING A SUBDIVISION OF THE NORTHEAST QUARTER OF SECTION 20, AND THE NORTH HALF OF FRACTIONAL SECTION 21, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS. (SEE PARCEL.)

PARCEL 2: THE EAST 15 FEET OF THE WEST 108.0 FEET OF THE NORTH 30 FEET OF THE SOUTH HALF OF BLOCK 35 IN CHARLES E. PECK'S SUBDIVISION OF WINNETKA IN SECTIONS 20 AND 21, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS (IN THE EAST HALF OF THE NORTHEAST QUARTER OF SECTION 20) (EASEMENT PARCEL.)

PKR: 05-20-217-002-0000

COMMONLY KNOWN AS: 808 OAK STREET, WINNETKA, ILLINOIS 60093

TOTAL LAND AREA PARCEL 1: 0.287 AC.  
TOTAL LAND AREA PARCEL 2: 0.450 AC.

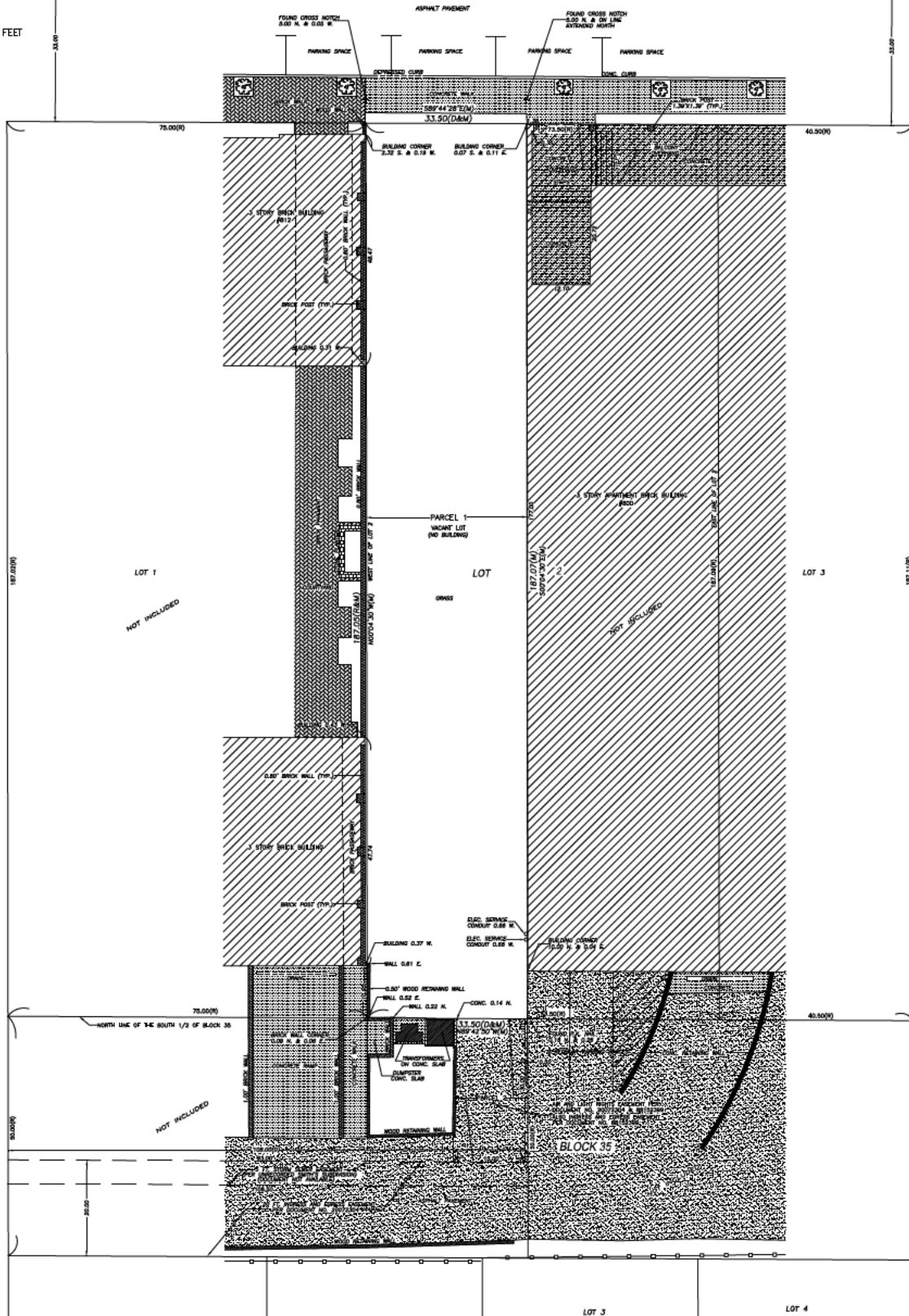
SCALE: 1 INCH = 10 FEET

STREET

CHESTNUT

66 FEET RIGHT OF WAY HEREINAFTER DEDICATED FOR PUBLIC STREET

OAK STREET  
66 FEET RIGHT OF WAY HEREINAFTER DEDICATED FOR PUBLIC STREET



## LEGEND:

- (D) = Dead
- (R) = Record
- (M) = Measured
- N = North
- S = South
- E = East
- W = West
- C = Corner
- Conc. = Concrete
- Wood Fence = C
- Chain Link Fence = X
- Iron Fence = O
- Tree

ORDER NO.: 17-383-1  
ORDERED BY: KONSTANT ARCHITECTURE

PREPARED BY:  
GEODETIC SURVEY, LTD.  
PROFESSIONAL SURVEYORS AND LAND SURVEYORS  
1000 OAK STREET, GLENDALE, ILLINOIS  
TEL: (847) 804-7890 FAX: (847) 804-7891

## GENERAL NOTES:

1. THIS PLAT WAS PREPARED BY THE SURVEYOR FROM THE FIELD BOOKS, PLANS AND FIELD NOTES OF THE SURVEY. THE SURVEYOR HAS BEEN ADVISED BY THE OWNER THAT THE PLAT IS CORRECT AND THAT THE PLAT IS THE ONLY TRUE COPY OF THE PLAT. THE SURVEYOR HAS BEEN ADVISED BY THE OWNER THAT THE PLAT IS CORRECT AND THAT THE PLAT IS THE ONLY TRUE COPY OF THE PLAT.



STATE OF ILLINOIS  
COUNTY OF COOK  
THE PROFESSIONAL SURVEYOR CERTIFICATE TO THE  
OWNER OF THE LAND SURVEYED BY THE SURVEYOR  
FIELD BOOKS COMPLETED: JANUARY 11, 2023  
DATED THIS 22ND DAY OF JANUARY, 2023.  
BY: *Charles E. Peck*  
PROFESSIONAL SURVEYOR AND LAND SURVEYOR NO. 3384  
LICENSE EXPIRES 12/31/2023

# PLAT OF TOPOGRAPHY

PARCEL 1: THE WEST 33-1/2 FEET OF LOT 2 OF OWNERS SUBDIVISION OF THE WEST 180 FEET OF THE NORTH 180 FEET OF BLOCK 35 OF CHARLES E. PECK'S SUBDIVISION OF WINNETKA BEING A SUBDIVISION OF THE NORTHWEST QUARTER OF SECTION 30, AND THE NORTH HALF OF FRACTIONAL SECTION 31, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS. (SEE PARCEL).

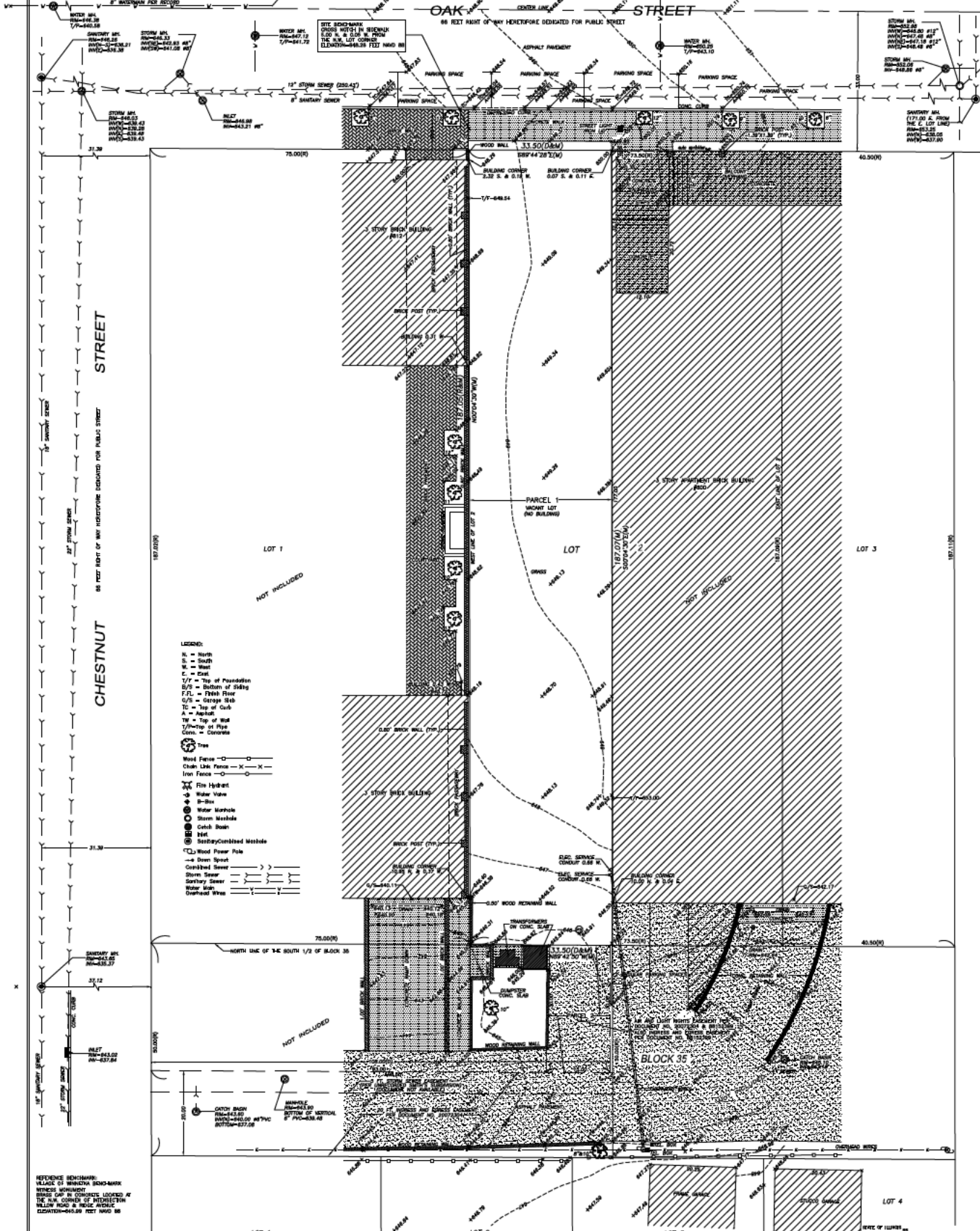
PARCEL 2: THE EAST 15 FEET OF THE WEST 108.0 FEET OF THE NORTH 30 FEET OF THE SOUTH HALF OF BLOCK 35 IN CHARLES E. PECK'S SUBDIVISION OF WINNETKA IN SECTIONS 30 AND 31, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS (IN THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION 30) (EASEMENT PARCEL).

PG. 05-25-217-000-0000

COMMONLY KNOWN AS: 808 OAK STREET, WINNETKA, ILLINOIS 60093

TOTAL LAND AREA PARCEL 1: 5,287 SQ. FT.  
TOTAL LAND AREA PARCEL 2: 450 SQ. FT.

SCALE: 1 INCH = 10 FEET



- LEGEND:
- N = North
  - S = South
  - E = East
  - W = West
  - C = Center
  - T/P = Top of Foundation
  - B/F = Bottom of Slab
  - T/L = Tank Floor
  - G/S = Garage Slab
  - T/C = Top of Curb
  - A = Asphalt
  - T/P = Top of Pipe
  - C = Concrete
  - Tree
  - Wood Fence ————
  - Chain Link Fence ————
  - Iron Fence ————
  - Fire Hydrant
  - Water Valve
  - Drain
  - Water Manhole
  - Storm Manhole
  - Catch Basin
  - Gate
  - Sanitary/Combined Manhole
  - Wood Power Pole
  - Drain Spout
  - Combined Sewer
  - Storm Sewer
  - Sanitary Sewer
  - Water Main
  - Overhead Wire

REFERENCE BENCHMARK:  
BLK. OF WINNETKA SUBDIVISION  
WINNETKA MONUMENT  
BEING CAP IN CORNER LOCATED AT  
THE N.W. CORNER OF INTERSECTION  
MILWAUKEE RD. & N. 1000 RD.  
ELEVATION=445.88 FEET NGVD 88

ORDER NO.: 17-393-T-1  
ORDERED BY: KONSTANT ARCHITECTURE

PREPARED BY:  
**GEODETIC SURVEY, LTD.**  
CONSTRUCTION AND LAND SURVEYORS  
1101 GROSS STREET, GLENVIEW, IL 60025  
TEL: (847) 864-7890 FAX: (847) 864-7891

NOTE: Location of underground utilities and sewer size where shown are based on visual observation. Contractor must confirm location and condition of all utility services to remain.

Locations of existing utility services are based on visual observation. Contractor must confirm location and condition of all utility services to remain.

FOR LOCATION OF BURIED CABLE CALL AULIE.  
81-600-999-0113 BEFORE DIGGING

GENERAL NOTES:  
-THE CONTRACTOR, BUILDING LINES AND OTHER STRUCTURES NOT SHOWN ON THIS PLAT ARE NOT TO BE CONSIDERED AS PART OF THE SURVEY.  
-THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.  
-THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.  
-THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.



DATE OF SURVEY: 08/01/2024  
COUNTY OF COOK  
THIS PROFESSIONAL SURVEYING DOCUMENT IS THE PROPERTY OF THE SURVEYOR AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE SURVEYOR.

DATED THIS 08th DAY OF AUGUST, 2024.

*Robert F. Jacob*  
PROFESSIONAL LAND SURVEYOR NO. 3384  
ILLINOIS EXPIRES 11/30/2026





808 Oak Street-  
THE SITE IS VACANT



South Side of Oak Street



794 Oak



800 Oak



812 Oak

North Side of Oak Street



501 Chestnut,  
813 Oak



809-811 Oak



801 Oak



# Neighboring Buildings on Oak Street

































# 812 Oak Details

























## 800 Oak Details







## Rear Views





■

# A New Construction for Residences at 808 Oak Street Winnetka, IL

DRAWING CONTENTS:

A 0.0     Index Sheet - Site Plan & Notes

Architectural Drawings:  
Prepared by: Konstant Architecture & Planning  
Contact info: Thomas E. Lybrook   P: 847.967.6115  
License #: 001-014820

A 1.0     Basement Plan  
A 1.1     Ground Level Floor Plan  
A 1.2     Second Floor Plan  
A 1.3     Third and Fourth Floor Plan  
A 1.4     Roof Plan

A 2.0     North Elevation  
A 2.1     South Elevation  
A 2.2     West Courtyard Elevation  
A 2.3     West Entry Elevation

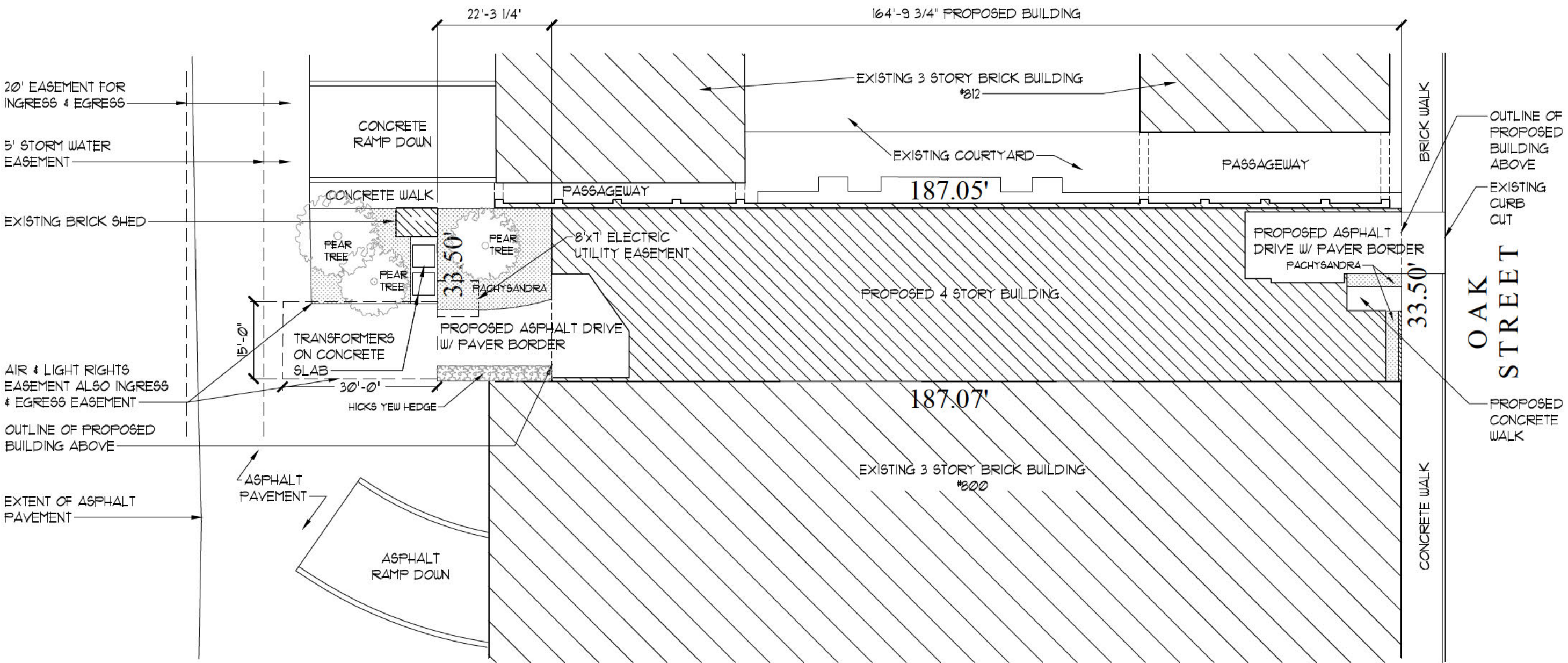
E 1.0     Ground Floor Electrical Plan

■

Date: 09.15.23

Konstant Architecture & Planning  
5300 Golf Road Skokie, Illinois 60077 847-967-6115  
808 Oak Street  
Winnetka, IL

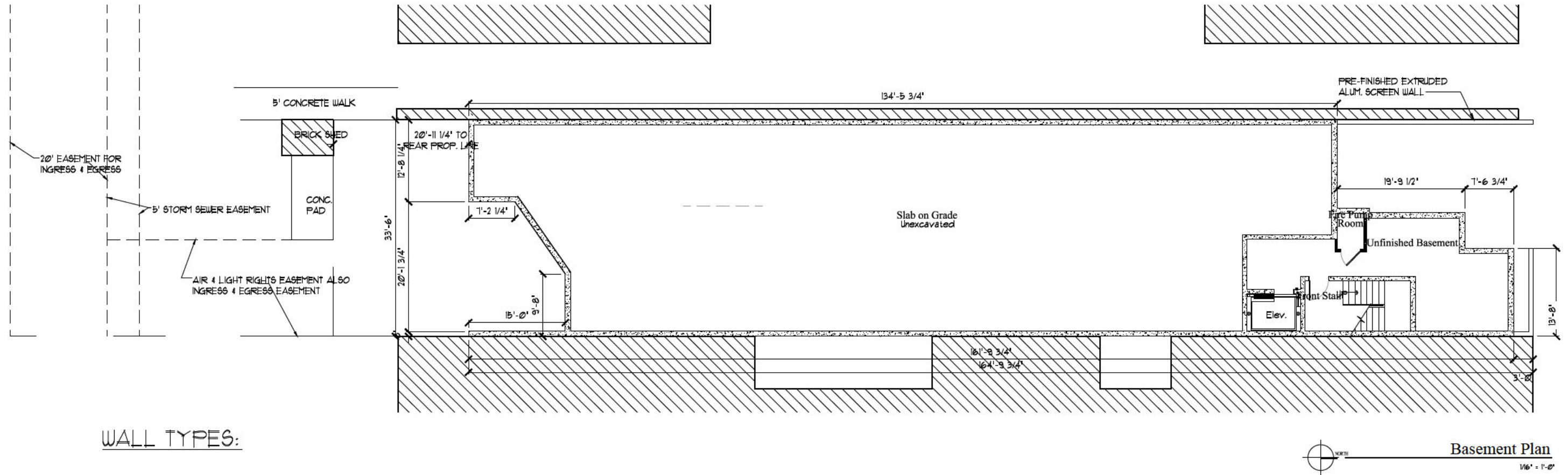




Proposed Site Plan  
1"=20'-0"

Konstant Architecture Planning  
5300 Golf Road Skokie, Illinois 60077 847.967.6115  
808 Oak Street  
Winnetka, IL





WALL TYPES:

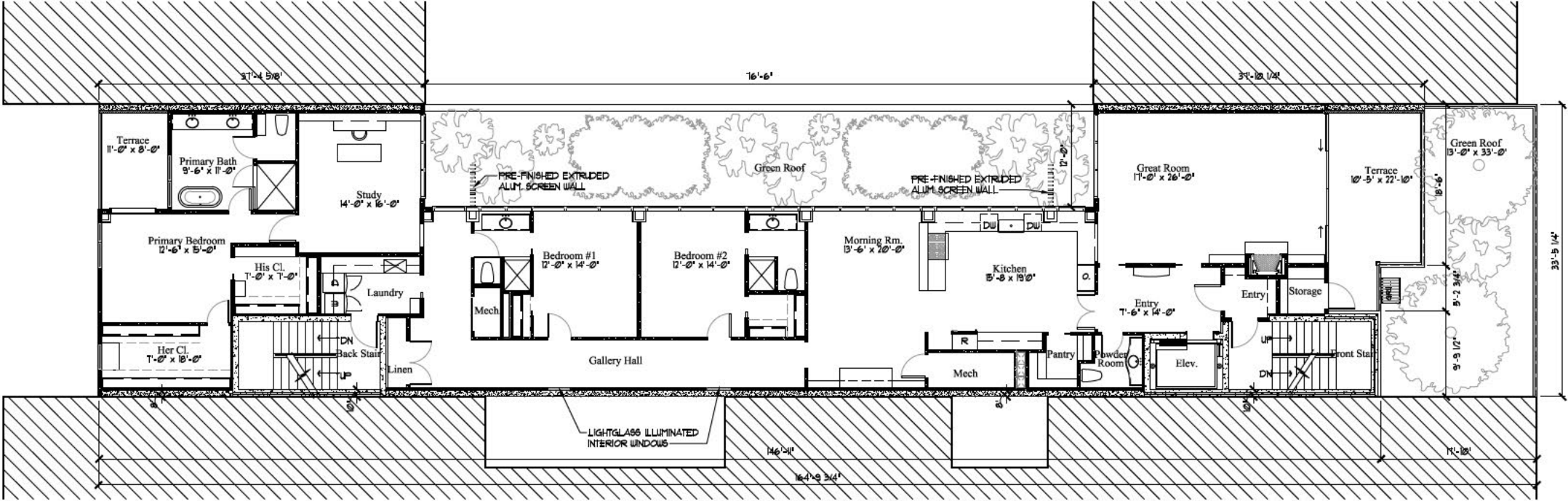
DESCRIPTION

- W-1 EXTERIOR STAIR WALL (2 HR FIRE RATED & LOAD BEARING):  
10' THICK PRECAST INSULATED COMPOSITE LOAD BEARING WALL PANELS (157" R-13.5 PHENOLIC INSULATION)
- W-2 EXTERIOR NORTH STAIR WALL:  
10' THICK PRECAST INSULATED COMPOSITE LOAD BEARING WALL PANELS (R-13.5) WITH 'RIEDER' 13mm GLASS FIBER REINFORCED CONCRETE CLOSED JOINT WALL PANELS ON METAL FRAMING DECOUPLED FROM THE STRUCTURE WITH ATTACHMENT OVER SELF-ADHERED (WRB) AND AIR BARRIER MEMBRANE
- W-3 EXTERIOR UNIT WALL (2 HR FIRE RATED & LOAD BEARING):  
8" THICK PRECAST LOAD BEARING WALL PANELS WITH INTERIOR BUILD-OUT: 5/8" THICK GYPSUM BOARD ON 3 5/8" METAL STUD FRAMING, 16" O.C. WITH R-20 CLOSED CELL SPRAY FOAM INSULATION IN STUD CAVITIES
- W-4 INTERIOR STAIR WALL:  
8" THICK PRECAST LOAD BEARING WALL PANELS WITH INTERIOR BUILD-OUT: 5/8" THICK GYPSUM BOARD ON 1 5/8" METAL STUD FRAMING, 16" O.C.
- W-5 8" THICK PRECAST LOAD BEARING WALL PANELS WITH 'RIEDER' 13mm GLASS FIBER REINFORCED CONCRETE CLOSED JOINT WALL PANELS ON METAL FRAMING DECOUPLED FROM THE STRUCTURE WITH ATTACHMENT OVER SELF-ADHERED (WRB) AND AIR BARRIER MEMBRANE
- W-6 EXTERIOR UNIT WALL (NON-FIRE RATED):  
'RIEDER' 13mm GLASS FIBER REINFORCED CONCRETE CLOSED JOINT WALL PANELS ON METAL FRAMING DECOUPLED FROM STRUCTURE WITH ATTACHMENT BRACKETS OVER SELF-ADHERED (WRB) AND AIR BARRIER MEMBRANE ON 5/8" THICK EXTERIOR GYPSUM BOARD
- W-7 INTERIOR STAIR AND ELEVATOR SHAFT WALL (2 HR FIRE RATED):  
(2) LAYERS 5/8" THICK GYPSUM BOARD EACH SIDE OF 3 5/8", 25 GA. METAL STUD FRAMING, 16" O.C. WITH 3 1/2" MINERAL WOOL INSULATION IN STUD CAVITIES
- W-8 TYPICAL INTERIOR PARTITION:  
5/8" THICK GYPSUM BOARD EACH FACE OF 3 5/8", 25 GA. METAL STUDS, 16" O.C.
- W-9: TYPICAL INTERIOR PARTITION WITH ACOUSTICAL INSULATION:
- W-10 INTERIOR MECHANICAL ROOM PARTITION (1 HR FIRE RATED):  
5/8" THICK GYPSUM BOARD EACH FACE OF 3 5/8", 25 GA. METAL STUDS, 16" O.C. WITH 3 1/2" MINERAL WOOL INSULATION IN STUD CAVITIES
- W-11 PREFINISHED THERMAL BROKEN ALUMINUM DOOR, WINDOW, AND WALL SYSTEMS WITH LOW E INSULATED GLASS AS MANUFACTURED BY 'ELVIAL'









WALL TYPES:

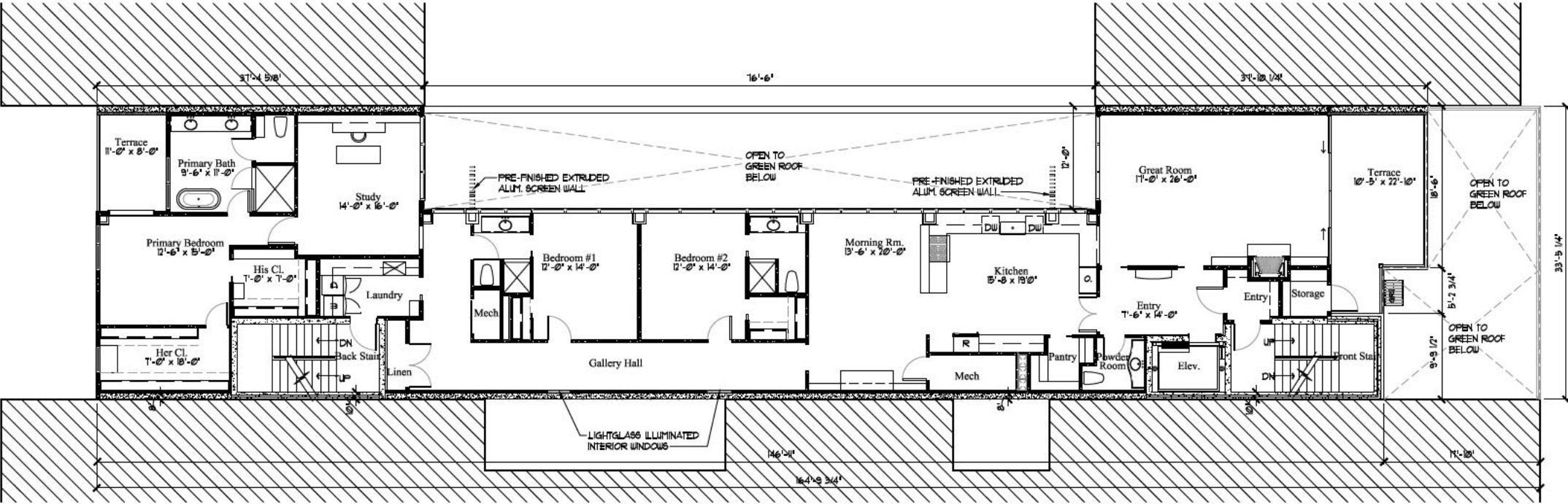
DESCRIPTION

- W-1 EXTERIOR STAIR WALL (2 HR. FIRE RATED & LOAD BEARING):  
10' THICK PRECAST INSULATED COMPOSITE LOAD BEARING WALL PANELS (15T" R-13.5 PHENOLIC INSULATION)
- W-2 EXTERIOR NORTH STAIR WALL:  
10' THICK PRECAST INSULATED COMPOSITE LOAD BEARING WALL PANELS (R-13.5) WITH 'RIEDER' 13mm GLASS FIBER REINFORCED CONCRETE CLOSED JOINT WALL PANELS ON METAL FRAMING DECOUPLED FROM THE STRUCTURE WITH ATTACHMENT OVER SELF-ADHERED (WRB) AND AIR BARRIER MEMBRANE
- W-3 EXTERIOR UNIT WALL (2 HR. FIRE RATED & LOAD BEARING):  
8" THICK PRECAST LOAD BEARING WALL PANELS WITH INTERIOR BUILD-OUT: 5/8" THICK GYPSUM BOARD ON 3 5/8" METAL STUD FRAMING, 16" O.C. WITH R-20 CLOSED CELL SPRAY FOAM INSULATION IN STUD CAVITIES
- W-4 INTERIOR STAIR WALL:  
8" THICK PRECAST LOAD BEARING WALL PANELS WITH INTERIOR BUILD-OUT: 5/8" THICK GYPSUM BOARD ON 1 5/8" METAL STUD FRAMING, 16" O.C.
- W-5 8" THICK PRECAST LOAD BEARING WALL PANELS WITH 'RIEDER' 13mm GLASS FIBER REINFORCED CONCRETE CLOSED JOINT WALL PANELS ON METAL FRAMING DECOUPLED FROM THE STRUCTURE WITH ATTACHMENT OVER SELF-ADHERED (WRB) AND AIR BARRIER MEMBRANE

- W-6 EXTERIOR UNIT WALL (NON-FIRE RATED):  
'RIEDER' 13mm GLASS FIBER REINFORCED CONCRETE CLOSED JOINT WALL PANELS ON METAL FRAMING DECOUPLED FROM STRUCTURE WITH ATTACHMENT BRACKETS OVER SELF-ADHERED (WRB) AND AIR BARRIER MEMBRANE ON 5/8" THICK EXTERIOR GYPSUM BOARD
- W-7 INTERIOR STAIR AND ELEVATOR SHAFT WALL (2 HR. FIRE RATED):  
(2) LAYERS 5/8" THICK GYPSUM BOARD EACH SIDE OF 3 5/8", 25 GA. METAL STUD FRAMING, 16" O.C. WITH 3 1/2" MINERAL WOOL INSULATION IN STUD CAVITIES
- W-8 TYPICAL INTERIOR PARTITION:  
5/8" THICK GYPSUM BOARD EACH FACE OF 3 5/8", 25 GA. METAL STUDS, 16" O.C.
- W-9: TYPICAL INTERIOR PARTITION WITH ACOUSTICAL INSULATION:
- W-10 INTERIOR MECHANICAL ROOM PARTITION (1 HR. FIRE RATED):  
5/8" THICK GYPSUM BOARD EACH FACE OF 3 5/8", 25 GA. METAL STUDS, 16" O.C. WITH 3 1/2" MINERAL WOOL INSULATION IN STUD CAVITIES
- W-11 PREFINISHED THERMAL BROKEN ALUMINUM DOOR, WINDOW, AND WALL SYSTEMS WITH LOW E INSULATED GLASS AS MANUFACTURED BY 'ELVIAL'

Second Floor Plan  
1/16" = 1'-0"





WALL TYPES:

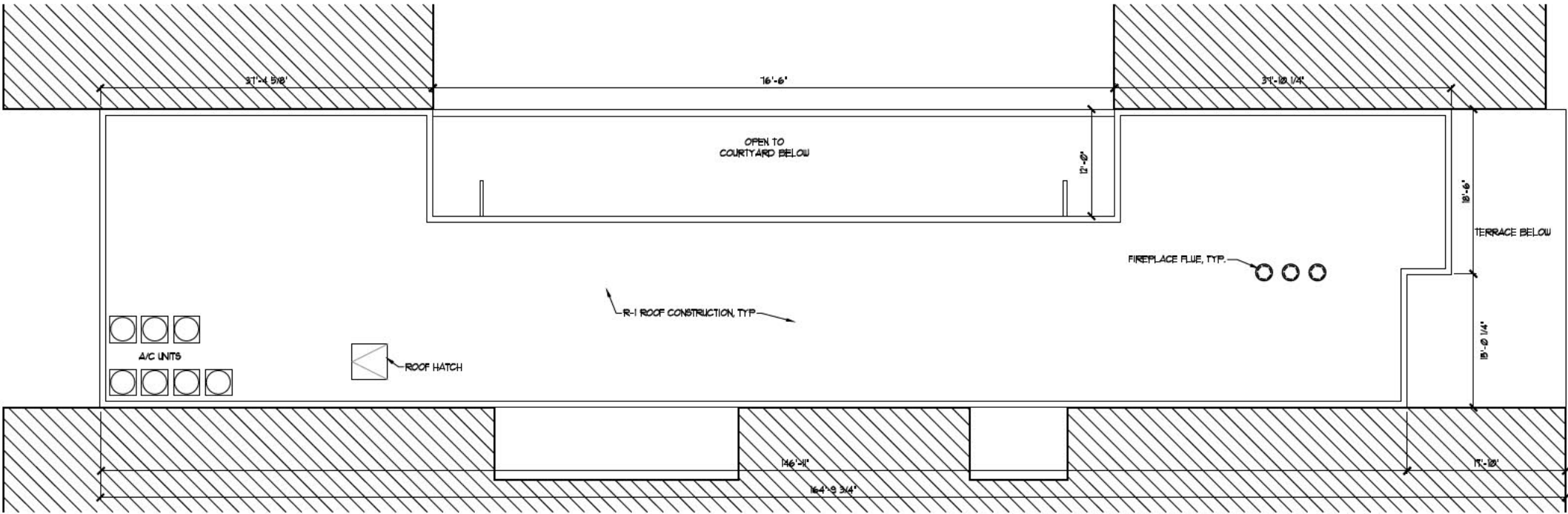
DESCRIPTION

- W-1 EXTERIOR STAIR WALL (2 HR FIRE RATED & LOAD BEARING):  
10' THICK PRECAST INSULATED COMPOSITE LOAD BEARING WALL PANELS (15T" R-13.5 PHENOLIC INSULATION)
- W-2 EXTERIOR NORTH STAIR WALL:  
10' THICK PRECAST INSULATED COMPOSITE LOAD BEARING WALL PANELS (R-13.5) WITH 'RIEDER' 13mm GLASS FIBER REINFORCED CONCRETE CLOSED JOINT WALL PANELS ON METAL FRAMING DECOUPLED FROM THE STRUCTURE WITH ATTACHMENT OVER SELF-ADHERED (WRB) AND AIR BARRIER MEMBRANE
- W-3 EXTERIOR UNIT WALL (2 HR FIRE RATED & LOAD BEARING):  
8" THICK PRECAST LOAD BEARING WALL PANELS WITH INTERIOR BUILD-OUT: 5/8" THICK GYPSUM BOARD ON 3 5/8" METAL STUD FRAMING, 16" O.C. WITH R-20 CLOSED CELL SPRAY FOAM INSULATION IN STUD CAVITIES
- W-4 INTERIOR STAIR WALL:  
8" THICK PRECAST LOAD BEARING WALL PANELS WITH INTERIOR BUILD-OUT: 5/8" THICK GYPSUM BOARD ON 1 5/8" METAL STUD FRAMING, 16" O.C.
- W-5 8" THICK PRECAST LOAD BEARING WALL PANELS WITH 'RIEDER' 13mm GLASS FIBER REINFORCED CONCRETE CLOSED JOINT WALL PANELS ON METAL FRAMING DECOUPLED FROM THE STRUCTURE WITH ATTACHMENT OVER SELF-ADHERED (WRB) AND AIR BARRIER MEMBRANE

- W-6 EXTERIOR UNIT WALL (NON-FIRE RATED):  
'RIEDER' 13mm GLASS FIBER REINFORCED CONCRETE CLOSED JOINT WALL PANELS ON METAL FRAMING DECOUPLED FROM STRUCTURE WITH ATTACHMENT BRACKETS OVER SELF-ADHERED (WRB) AND AIR BARRIER MEMBRANE ON 5/8" THICK EXTERIOR GYPSUM BOARD
- W-7 INTERIOR STAIR AND ELEVATOR SHAFT WALL (2 HR FIRE RATED):  
(2) LAYERS 5/8" THICK GYPSUM BOARD EACH SIDE OF 3 5/8", 25 GA. METAL STUD FRAMING, 16" O.C. WITH 3 1/2" MINERAL WOOL INSULATION IN STUD CAVITIES
- W-8 TYPICAL INTERIOR PARTITION:  
5/8" THICK GYPSUM BOARD EACH FACE OF 3 5/8", 25 GA. METAL STUDS, 16" O.C.
- W-9: TYPICAL INTERIOR PARTITION WITH ACOUSTICAL INSULATION:
- W-10 INTERIOR MECHANICAL ROOM PARTITION (1 HR FIRE RATED):  
5/8" THICK GYPSUM BOARD EACH FACE OF 3 5/8", 25 GA. METAL STUDS, 16" O.C. WITH 3 1/2" MINERAL WOOL INSULATION IN STUD CAVITIES
- W-11 PREFINISHED THERMAL BROKEN ALUMINUM DOOR, WINDOW, AND WALL SYSTEMS WITH LOW E INSULATED GLASS AS MANUFACTURED BY 'ELVIAL'

Third and Fourth Floor Plan  
1/16" = 1'-0"





ROOF CONSTRUCTION:

DESCRIPTION

R-1 TYPICAL ROOF CONSTRUCTION

- 60-MIL FULLY ADHERED SINGLE PLY T.P.O. ROOF MEMBRANE SYSTEM
- 1/4" THICK COVER BOARD
- 3 LAYER POLYISO INSULATION BOARDS WITH STAGGERED JOINTS 8.4" THICK (R-49 MIN.) WITH TOP LAYER TAPERED (1/4" /FT.)
- 8' P.C. CONCRETE STRUCTURAL DECK

R-2 TYPICAL ROOF CONSTRUCTION

- GROWTH MEDIA WITH 4'-8" SOIL DEPTH
- MIRADRAIN G4' OR EQUAL COMPOSITE FILTER FABRIC, WATER RETENTION AND DRAINAGE BOARD
- 40 MIL ROOT BARRIER
- 3 LAYER 'XPS' RIGID INSULATION BOARDS W/ STAGGERED JOINTS 9" THICK (R-49 MIN.)
- 60-MIL FULLY ADHERED SINGLE PLY T.P.O. ROOF MEMBRANE SYSTEM
- SLOPPED CONCRETE TOPPING (1/4"/FT.) TO ROOF DRAINS
- 8' P.C. CONCRETE STRUCTURAL DECK

RT-1 ROOF TERRACE: UNINSULATED

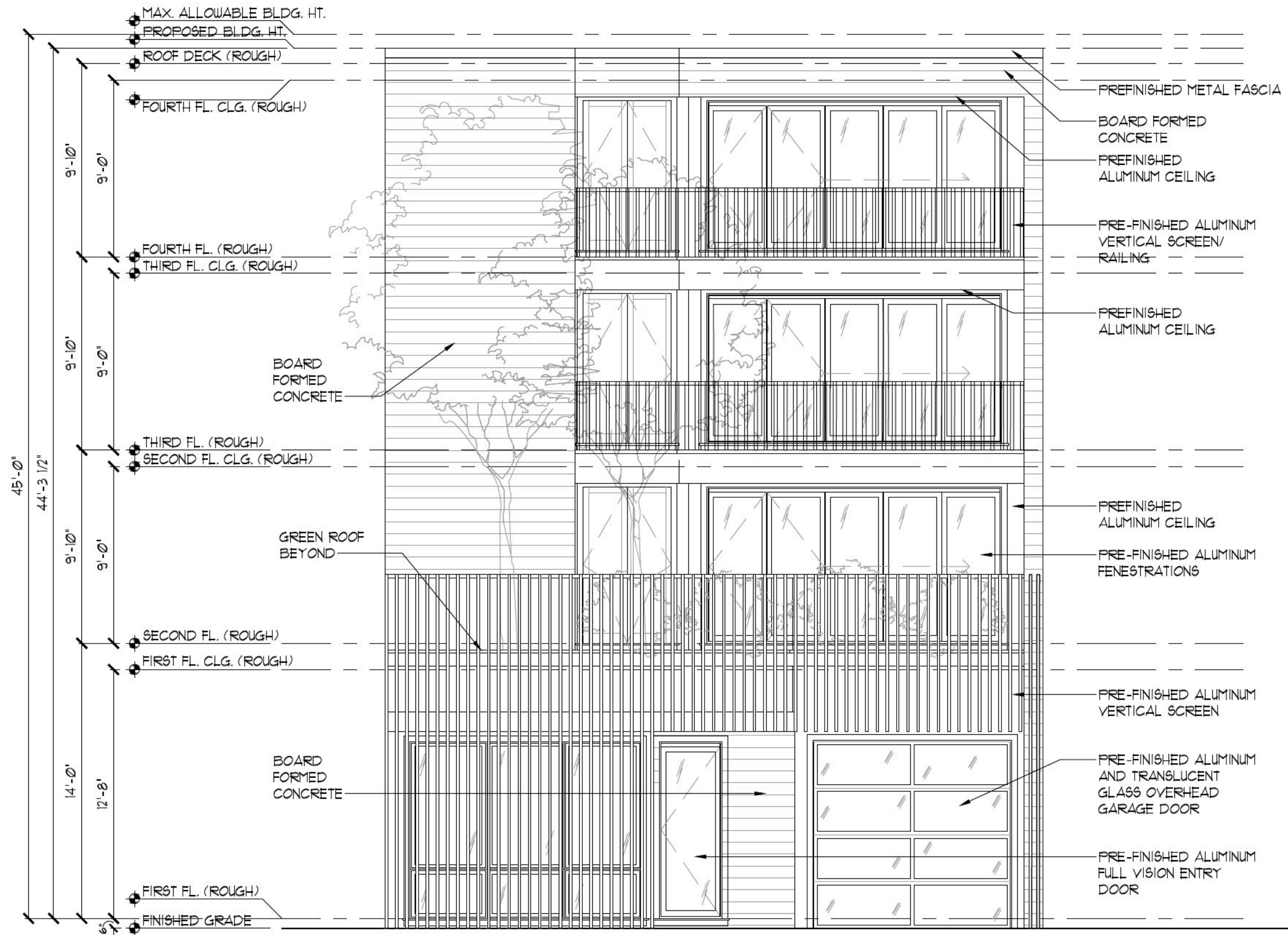
- 2cm PORCELAIN PAVERS
- ADJUSTABLE PAVES SUPPORT PEDESTALS
- 1/8" THICK PROTECTION BOARD
- 60-MIL FULLY ADHERED SINGLE PLY TPO ROOF MEMBRANE
- SLOPED CONCRETE (1/4"/FT.) TO ROOF DRAINS
- 6' THICK P.C. CONCRETE STRUCTURAL DECK

RT-3 TYPICAL GREEN ROOF: 'EXTENSIVE' MEDIUM DEPTH SYSTEM-UNINSULATED

- GROWTH MEDIA WITH 4"-8" SOIL DEPTH
- MIRADRAIN G4 OR EQUAL COMPOSITE FILTER FABRIC, WATER RETENTION AND DRAINAGE BOARD
- 40 MIL ROOT BARRIER
- 1/8" THICK PROTECTION BOARD
- 60 MIL FULLY ADHERED T.P.O. ROOF MEMBRANE SYSTEM
- SLOPED CONCRETE TOPPING (1/4"/FT.) TO ROOF DRAINS
- 8' P.C. CONCRETE STRUCTURAL DECK

Roof Plan  
1/16" = 1'-0"





North Elevation

3/16"=1'-0"

Date: 09.15.23

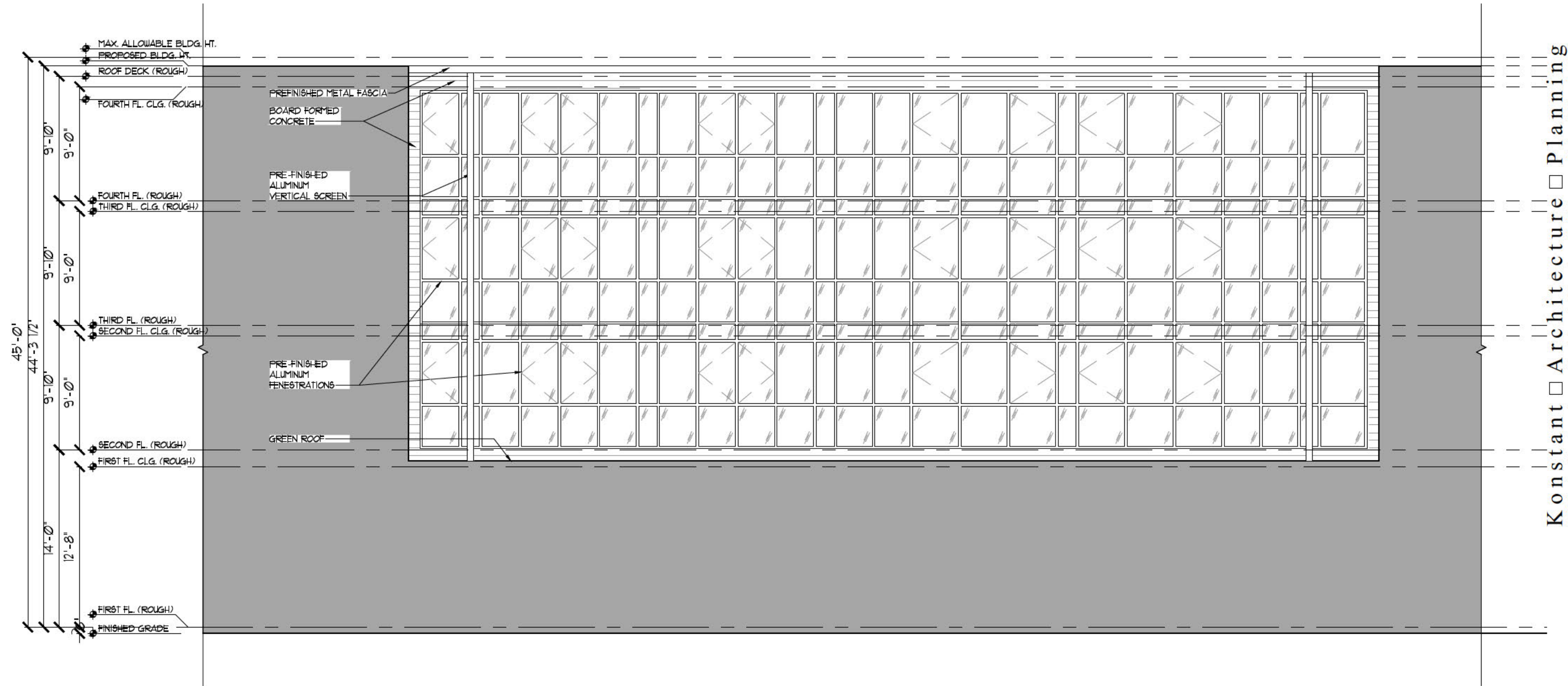
Konstant Architecture Planning  
5300 Golf Road Skokie, Illinois 60077 847-967-6115

808 Oak Street  
Winnetka, IL





South Elevation

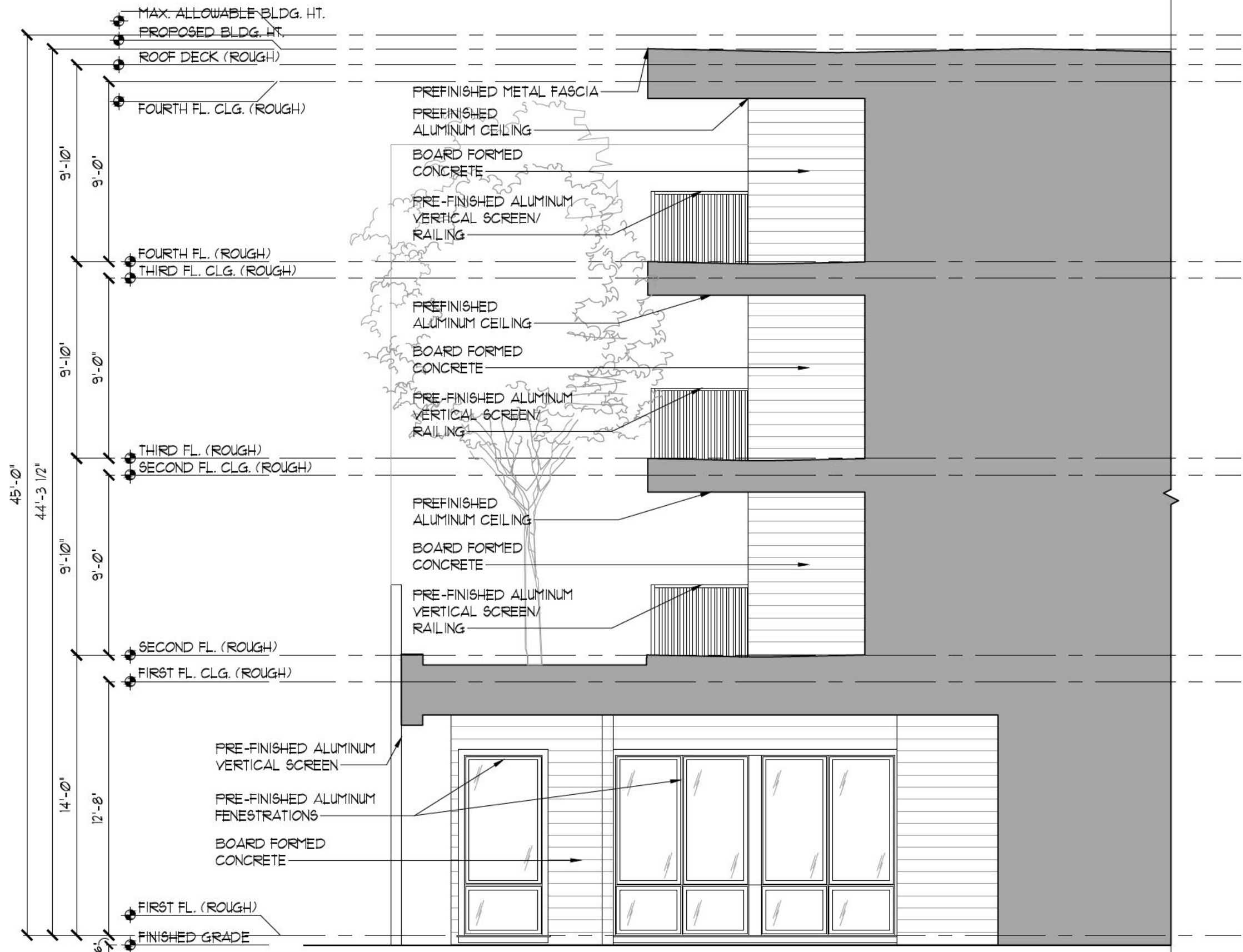


Konstant ☐ Architecture ☐ Planning  
5300 Golf Road Skokie Illinois 60077 847-967-6115  
808 Oak Street  
Winnetka, IL

West Courtyard Elevation

1/8"=1'-0"





West Entry Elevation

3/16"=1'-0"

Date: 09.15.23

Konstant Architecture Planning  
5300 Golf Road Skokie, Illinois 60077 847-967-6115  
808 Oak Street  
Winnetka, IL

[illegible]





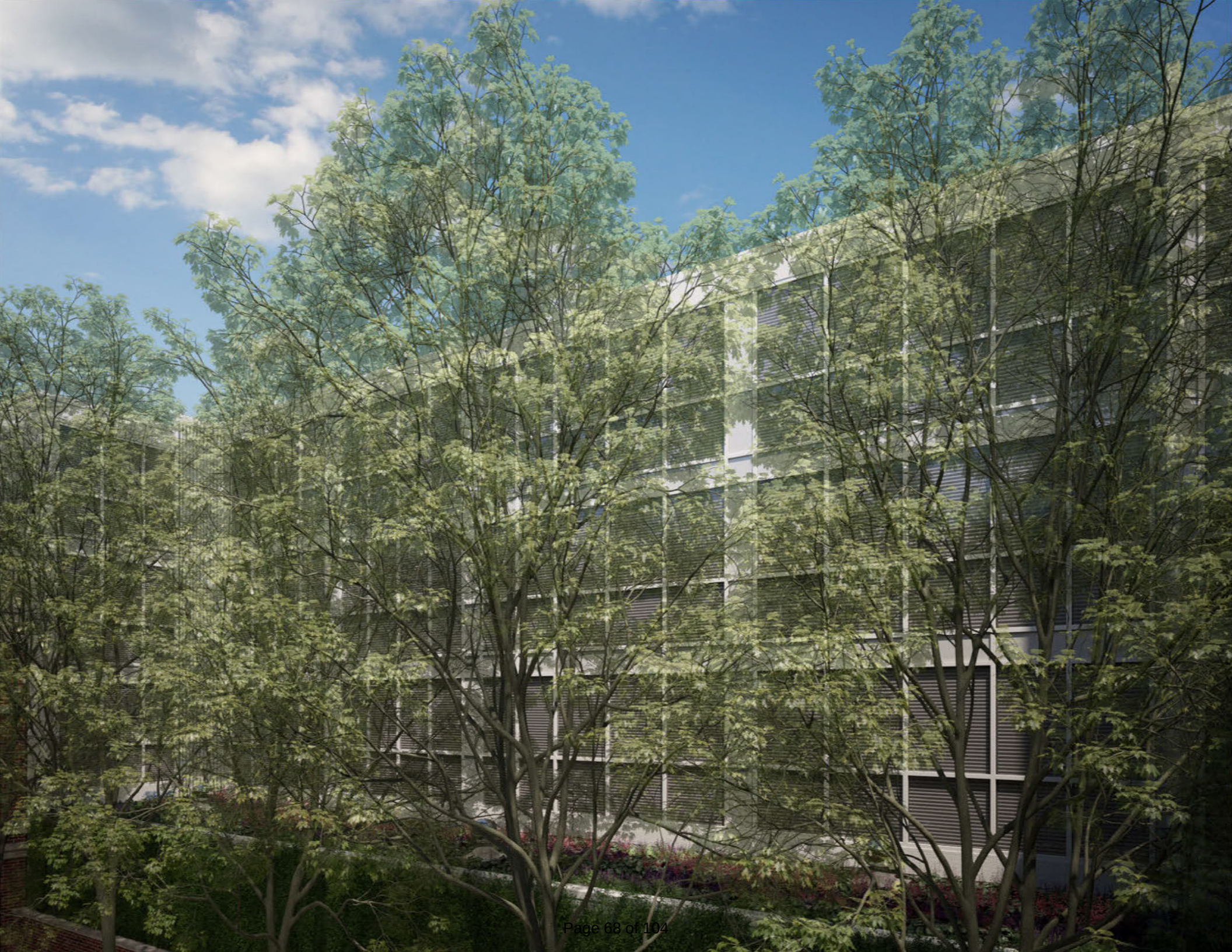






















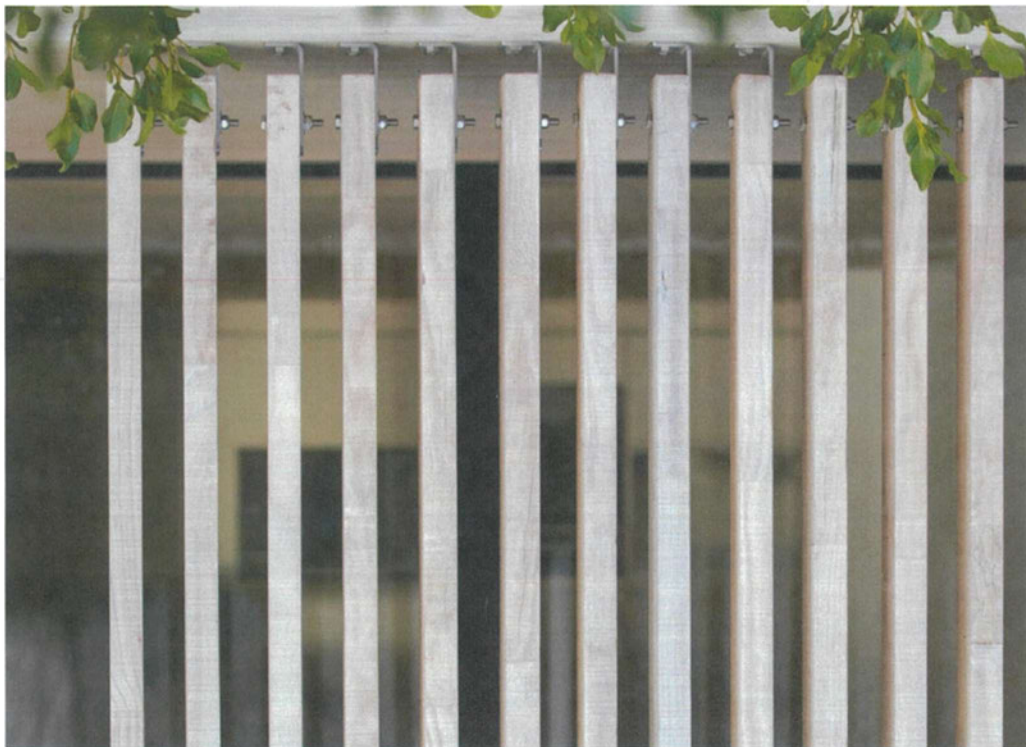








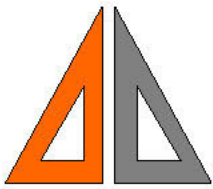
**Precedent Images:**











# GREENGARD, INC.

Engineers • Surveyors • Planners

111 Barclay Boulevard, Suite 310, Lincolnshire, Illinois 60069-3623  
847-634-3883 [www.greengardinc.com](http://www.greengardinc.com) 847-634-0687 FAX



August 8, 2023

Village of Winnetka  
510 Green Bay Road  
Winnetka, IL. 60093

Re: 808 Oak Street - Winnetka, IL.  
Stormwater Management

To whom it may concern,

The stormwater runoff for the development shall be collected via roof drains. The roof drains shall be routed and connected to an oversized pipe system, arched chamber system, or concrete vault system to provide the required stormwater detention volume. The detention system shall be located below the garage floor. The stormwater runoff will be restricted prior to a connection to the public storm sewer located on the south side of Oak Street.

If you have any questions or require any additional information, please contact our office.

Very Truly Yours,

Douglas M. White, P.E.  
Vice President of Engineering Services  
Greengard, Inc.



**BARTNELL LTD**  
2 NORTHFIELD PLAZA, SUITE 315  
570 FRONTAGE ROAD  
NORTHFIELD, ILLINOIS 60093-1294

PHILLIP PRASSAS  
PHILLIP A. COURI  
PHONE (847) 446-7372  
FAX (847) 501-4858  
pac@courilaw.com

August 16, 2023

Village of Winnetka  
510 Green Bay Road  
Winnetka, Illinois 60093

**RE: Paul Konstant purchaser of 808 Oak, Winnetka**

To Whom it may concern:

Please be advised that the undersigned is a partner of Bartnell Ltd ("Bartnell") and that Paul Konstant intends to purchase the property at 808 Oak Street Winnetka, Illinois from Bartnell pending approval for the project from the Village of Winnetka.

Bartnell is the current owner of the property and grants Paul Konstant, as agent for 808 Oak, LLC, the right to pursue approvals for achieving the approvals to move forward with his 3-unit residential condominium building including without limitation: Certificate of Appropriateness, Zoning Variation and a Special Use Permit.

Mr. Konstant will be your point person for these matters.

Sincerely,



**Phillip A. Couri**



Cell  
Email**Karen P. Adams**  
**812 Oak Street, #203**  
**Winnetka, IL 60093**

# Memo

**To: Village of Winnetka****From: Karen P. Adams****Date: November 10, 2023****Re: Case 23-13-TX**

---

**808 Oak Street****Specific to Design**

I am requesting the Planning Committee and the Village Trustees review the comments the community presented at the Design Review committee. Citizens who engaged in developing the Master Plan, and Design Guidelines deserve to know why most all of their architectural desires for Winnetka were dismissed. The lack of transparency in the decision process seemed unusual. This allowed me to believe the decision had been made. Why ask for public input if the decision was previously decided? The applicant, who volunteered on the Master Plan and perhaps could help Villagers to know why he abandoned most of the citizens desires. The process the Village engaged in when developing the Comprehensive Plan, Village Master Plan, and the Design Guidelines is remarkable. The volunteer citizens, staff and paid consultants worked many thoughtful hours developing the documents. The guidelines on consistent architecture were primary. Not incorporating concrete and aluminum was requested. Specific materials were requested. Four volunteers must have reasons why they can justify the abandonment of the Design Guidelines.



## **Specific to Zone Change and Planning**

I would like to request a study or at least an observation of the delivery trucks and parking on Oak between Green Bay and Chestnut. Zone Change and the Set Back requirements are not in the best interest of the community. There are safety issues involved with placing a driveway in the middle of the block. The current curb cut was there when the gas station was at the corner of Chestnut and Oak. It is no longer needed. Community members use Oak as a walkable street to and from the train and Farmers market. Many bicycles are dashing late to the train. Placing drive into a parking garage in front of 808 is a safety concern. Only 6 cars will be turning into 808 one way. Good. The conflict I see is not with the 6 cars but the truck traffic. I can assure you this driveway, even if short, will be used as a turn around. Every day I observe delivery trucks double parked or backing up on Oak. Many arrive at the same time. Winnetka is lucky to have busy restaurants on Chestnut and Chestnut Court. All the deliveries use Oak Street as the service area. I would like prior to this zone change for a hard look or traffic study be done. I am looking forward to participating in the community conversations as we move forward to the redevelopment of the Post Office property. Traffic will be channeled on Oak between Green Bay and Chestnut. This street may be the main access. Let's plan ahead.

## **Specific to the Honorable Trustees**

The Village often makes variances and exceptions to allow for improvements to benefit the community. Often to allow for sales tax revenue. The current proposed three-unit residential building is, indeed, an amazing structure. With all the needed exceptions and variances, it does not align with the citizens input in the Master Plan. Approving the acceptance in materials used, (concrete and aluminum) and design AT THIS LOCATION is not the right fit. I could see employing Mr. Konstant to design an amazing structure at the Post Office location. We are indeed very lucky to have him as a contributor to Winnetka.

**From:** [REDACTED]  
**To:** [Planning](#)  
**Cc:** [REDACTED]; [REDACTED]; [REDACTED]  
**Subject:** Case No. 23-13-TX 808 Oak Street - New Multi-Family Residential Building  
**Date:** Thursday, November 9, 2023 10:09:09 AM

---

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The following comments are in regard to the "Notice of Winnetka Zoning Board of Appeals Public Hearing on Monday, November 13, 2023 at 7:00 pm.

The 812 Oak Residents feel that the proposed building on the 808 Oak lot is incongruous with the surrounding buildings and even the rest of the downtown Winnetka area. I know this comment is probably "water over the dam" as the Design Committee has already given their blessing to this building, but I wanted the Zoning Board to know how our residents feel in regards to this building. This comment is not to disparage the reputation or quality of the design of the architect, Paul Konstant, who is an excellent architect, but we feel this building is not right type of building for this space.

That said, if this building is approved by the Zoning Board and gets final approval from the Village Council we will work with Paul Konstant and be good neighbors and work on joint issues that may arise.

The 812 Oak Building has two main ares of concern in regard to the proposed building and there may be other areas I am not aware of at this time.

First, the fourth floor of our building uses Dryvit that birds make holes in each year and we have to repair each year. We need to know how tight their precast concrete walls will abut our Dryvit walls. We are currently looking into putting stucco in those areas which will be a great expense to the 812 Condo Association. If we need to stucco these areas we would need time before the 808 building is constructed.

Second, we are concerned about the depth of their garage wall in relationship to our courtyard brick wall which has a greater depth and whether that would put pressure on our wall.

We currently have a structural engineer doing some work on the 812 Oak building and we would like him to have the ability to look at the final building plans of the proposed 808 building. I would think Paul Konstant would be in favor of this as it would save money in the long term. We could split the hourly cost of the structural engineer's time.

Lastly, I think item number 5 - "any other zoning relief necessary for the approval of the proposed building" is not the proper way of handling zoning. It could be something minor which would probably be okay, but it could be something major which may not be okay.

Thank you,

John Shepherd  
President of the 812 Oak Condo Association



Cell  
Email

**Rick C. Adams**  
**812 Oak St. #203**  
**Winnetka, IL 60093**

**To: Village of Winnetka, Design Review Board**

**From: Rick C. Adams**

**Date: October 16, 2023**

**Re: Case No. 23-13-TX, 808 Oak Street, New Multi-Family**

---

I am again offering input as one of the residents of 812 Oak Street. I have spoken to most of the residents in our building and none are happy with a building being constructed on the narrow 808 Oak Street parcel. However, since the last meeting of your Board, I have completed more research and now know the Village made some changes to the zoning for this property to allow for it to be a buildable lot with an easement to exit to the rear. So, I accept our unofficial Oak Street Dog Park will have a building on it in the future.

If this is to be so, I believe it should be consistent with the Village Design Guidelines. I feel certain thousands of hours of staff and citizen input went into these Guidelines. All of the focus is on Village Character and maintaining the character of other buildings. The applicant states in their follow up for the Application for Certificate of Appropriateness that their design is meant to bridge the gap between two different building types. I do not agree. All the other buildings on Oak St., Chestnut, Chestnut Court, Elm St., Spruce St and much of Green Bay Rd nearby are consistent with the Design Guidelines. The white aluminum slats are inconsistent with the Guidelines. The applicant must be choosing to select the white steel or wrought iron fencing product which is placed on the balconies in the front mid-portion of the building in their design to be "a bridge". This is a small feature of the building which is predominantly a brick building built in 1968. The end portions of the front and entire side walls of the building are traditional brick. The next building east is entirely brick as are the first 3 stories of 812 Oak St.

I believe the applicant has made appropriate design accommodations for the geometry of the building to fit into this space while allowing an opening consistent with the courtyard of the 812 Oak St building to allow the existing trees to survive and provide shade to both properties. The current building layout and using precast wall construction to ease the construction burden of such a narrow lot seems reasonable. I would think this layout and construction method could be used while keeping the Design Guidelines in place regarding the appearance of the building front. The lobby setback and planting area between it and a 0' front yard setback could hopefully be accomplished without using aluminum vertical slats. Can the building not be designed to be consistent with the Guidelines and majority of the buildings within the Village? The vertical slats go from the ground to the second-floor balcony and are repeated as the deck fencing on the third and fourth floors. This is not at all in accordance with our Guidelines. Allow the building to proceed with the current footprint with a front consistent with the Village Design Guidelines.

Thank you for considering our input in making your decision. Sincerely Submitted,

**Rick Adams**

**From:** [David Schoon](#)  
**To:** [Ann Klaassen](#)  
**Subject:** FW: My Questions and Comments re: 808 Proposal To The Design Board  
**Date:** Sunday, October 15, 2023 7:39:52 AM

---

**David Schoon, Director**

Village of Winnetka Community Development  
847-716-3526

---

**From:** Raymond George [REDACTED] >  
**Sent:** Friday, October 13, 2023 2:34 PM  
**To:** David Schoon <DSchoon@winnetka.org>  
**Subject:** Fwd: My Questions and Comments re: 808 Proposal To The Design Board

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

----- Forwarded message -----

**From:** Lucy Naphin <[REDACTED]>  
**Date:** Fri, Oct 13, 2023 at 3:21 PM  
**Subject:** My Questions and Comments re: 808 Proposal To The Design Board  
**To:** Ray George <[REDACTED]>

To Ray George Per Request;

I will be out of town and am unable to attend the Design Review Board Meeting on October 16, 2023. Please convey my quickly composed thoughts to the Board re: the appropriateness of the design of a new structure at 808 Oak St. Winnetka, IL

Thank you

Luciane G Naphin  
812 Oak St  
Unit 303 Winnetka, Illinois 60093

I am the owner of a unit at the 812 Oak St. address. I am concerned as to the design of a proposed structure on the vacant lot at 808 Oak St. Due to the narrowness of the width, stated to be 33.5 feet, I feel that the design is quite limited by that fact. A proposed 12 foot wide non matching courtyard will be awkward to those who'll view it from the west which includes my south facing windows. Behind that, to the east is what appears to be a grassy raised area. I wonder why that area needs to be raised above the level of 812 Oak. As a 55 year resident of Winnetka and a previous owner of a



large lot and home situated just outside the Winnetka Flood Plain I am cognizant of the flood plain issues caused mostly by the hard clay old lake bed ground soil. I wonder where the water collecting from the displacement goes or sits during a heavy rain storm. The newly submitted redesign drawing of the 808 Oak facing side to the north is a disappointment to me as it is still cluttered with louvers and to my eye compliments none of the structures to either side of it nor is it in keeping with the traditional architectural styles of the village.

Thank you for your consideration, Luciane G Naphin

**From:** [REDACTED]  
**To:** [Planning](#)  
**Subject:** Proposed Building at 808 Oak Street  
**Date:** Wednesday, October 11, 2023 10:41:14 AM

---

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Although I have a lot of respect for Paul Konstant as a top tier architect I feel that his proposed building will have a serious impact on our building at 812 Oak and also the building at 800 Oak and cause both buildings to spend extra money to mitigate the potential damage of our respective buildings. A better use of that property would be to have the Village design a small pocket park perhaps with butterfly plants and some benches. it is currently used by some people as a dog park. The current owners could donate the land to the Village and take a tax write-off or the Village could purchase the land for a park. A better location for Paul Konstant's building would be in the area that was formerly Winnetka One a currently blighted area of downtown Winnetka.

Unfortunately I will not be at the October 16th meeting as I will be in Florida at that time.

Thank you,  
John Shepherd



Cell  
Email

**Karen P. Adams**  
**812 Oak Street, #203**  
**Winnetka, IL 60093**

# Memo

**To: Village of Winnetka, Design Review Board**

**From: Karen P. Adams**

**Date: September 21, 2023**

**Re: Case No. 23-13-TX, 808 Oak Street**

---

I am a new resident of Winnetka. I live directly West of the proposed building at 808 Oak Street. I have two concerns surrounding the request for a variance for this potential project.

The parcel in question is a difficult build and the architect has worked to allow for a quality building. My concerns are directly a result of familiarizing myself with the Winnetka Comprehensive Plan, City Master plan and the Design Guidelines. The documents have included an enormous amount of research and community input prior to approval. The citizens and city staff stressed the desire to encourage more retail and restaurants to all new and existing buildings. Our Oak Street address is on the fringe of the Elm Street Master plan. The location lends itself well to retail/commercial as well as residential. I believe 808 meets these guidelines on most accounts.

Having a driveway leading to a parking garage in the middle of a block does not allow for safety. Walking and bicycling to and from the train as well as the Farmers market will be jeopardized and unsafe. Having a driveway leading to a parking garage in the middle of the block does not align with city's plan. My condo has a front row seat to Oak Street. The restaurant deliveries are never ending. The good news is the restaurants are thriving. I can assure the community that fresh fish is delivered almost daily. The corner of Oak and Chestnut has more frequent trash trucks pick-ups. The location of the dumpsters serving

the restaurants often impedes the flow of traffic. I am hoping the applicant can design a way for the parking garage to access only from the alley. The applicant is requesting a variance that does not allow easy walkability. The proposal is to allow for a garage facing a main corridor. Set back variances are often approved to improve walkability, widen sidewalks and improve landscaping.

My second concern is the materials used in the proposed building. The city's design document is not intended to exclude designs but only is a framework. The design does not need to portray the architecture of surrounding buildings only retain a better contextual relationship with the existing character of the District. Allowing the variance to 808 Oak without some material adjustments is in conflict with The Design Guidelines document.

The applicant has produced a valuable design. I would like the design review committee to postpone the request for this variance to allow the city to explore traffic and parking issues on Oak.

I would encourage the planning department upon notifying the immediate neighbors to include ALL the needed attachments. If this is too costly, please allow the residence to know there is a more comprehensive information not attached to the notice.

Sincerely,

Karen Adams

Emailed 9/21/23



Cell  
Email

**Rick C. Adams**  
**812 Oak St. #203**  
**Winnetka, IL 60093**

**To: Village of Winnetka, Design Review Board**

**From: Rick C. Adams**

**Date: September 21, 2023**

**Re: Case No. 23-13-TX, 808 Oak Street, New Multi-Family**

---

Hello

I acknowledge this is a challenging construction project due to such a narrow lot. I live next door at 812 Oak Street. I think the architect has proposed a design to accommodate many of the challenges to gain acceptance for the project. He is requesting relief for at least a couple of variances. I have no objection to these requests. The designer's approach with the limits of the lot width and a requirement for six off street parking spaces seem appropriate.

However, I feel the proposed building appearance is inconsistent with the Village of Winnetka and surrounding architecture and appearances. It does not seem to comply with the Winnetka Design Guidelines, Attachment B to this proposed application. This contemporary design, while appropriate in some settings, is out-of-place at 808 Oak St. It is not ready for the Certificate of Appropriateness. While the board formed concrete is an improvement on simple formed concrete and I recognize the advantages on this site to precast construction techniques, perhaps casting the panels with brick in the forms would yield an appearance more consistent with the neighborhood. I believe the front and rear elevations of the building should look like brick and this can be done while using a precast panel. The white structure with extruded aluminum verticals just does not fit the neighborhood.

My second concern, perhaps more significant to my home, is the interior walls above the garage rooftop space. In the attachment it is "Figure 16-Rendering of West Elevation". This wall is 12' east to west and 76.5' north to south and three stories high. This is the view from half the windows in my condo. It looks very stark and bleak in the Figure 16. I am told this is a glass wall with aluminum frame. I am also told this wall is built over what is intended to be a clear span garage, so weight is a design criterion. This curtain wall may be the best solution for this space. If this curtain wall can be toned down using softer color for the aluminum framework and glass that appears soft, this massive wall will be less offensive. Will this three-story wall be reflective for heat, or intensify light, what happens when the sun is directly onto the wall, how does this change throughout the year?

I want extra care taken to preserve the Village trees adjacent to the construction site along Oak Street. There is a tree near the property lines each side that need to be protected. We also have three large trees in the interior courtyard which offer a canopy over both the 808 and 812 Oak Street properties. Protecting these interior trees is important.

Sincerely Submitted,

**Rick Adams**

Emailed 9/20/23

**From:** [REDACTED]  
**To:** [Planning](#)  
**Cc:** [Eric Risinger](#)  
**Subject:** Fw: Winnetka 808 Oak Street Case No 23-13 TX  
**Date:** Thursday, September 14, 2023 8:07:00 PM

---

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good evening,

I am Barbara Featherstone and I live at 812 Oak Street, Unit 200. I have requested that architecture firm Holabird & Root conduct a review of the proposed documents associated with the 808 Oak Street development. Please see the email thread below to serve as my questions regarding the development. Based upon Holabird's response, I am hopeful that you can provide the additional information they outline, as well as not grant approval at the September 21st meeting until I have a comfort with what is being proposed.

I look forward to learning more about the 808 Oak Street development and its impact on my property.

Sincerely,  
Barbara Featherstone

[Sent from the all new AOL app for iOS](#)

Begin forwarded message:

On Thursday, September 14, 2023, 7:51 PM, Eric Risinger <[erisinger@holabird.com](mailto:erisinger@holabird.com)> wrote:

Dear Barbara,

We have reviewed the information you forwarded regarding the proposed multi family development at 808 Oak Street Winnetka, Illinois. As directed by you, we have the following questions based upon the one page document provided.

However, due to the lack of information we would advise your to obtain additional information which will be necessary for understanding of what is being proposed to be constructed adjacent to your property. Please note, we understand that the Village of Winnetka has a thorough process for architectural, zoning and plan commission approvals and trust that these items might already have been requested from the developer.

1. The structure proposed appears to be a contemporary expression and not necessarily reinforcing the architectural vocabulary in the immediate neighborhood. We need to understand how this can reinforce the value and architectural integrity of the neighborhood and your property.
2. It is hard to understand the materials being proposed for the new structure.



This is a sensitive design impact on 812 Oak St.

3. Due to the fact that your property at 812 Oak St has a courtyard with units set back to enjoy the daylight and views eastward, the exterior wall material of the proposed 808 Oak St building needs to be understood better to offer comments. For example, an adjacent wall material of something other than brick may have an unfortunate impact on the overall continuity of the architectural design.
4. A detailed dimensioned plan, elevations and sections showing the building proposed in context to the 812 Oak Street building will be necessary to understand the impact on scale and adjacency. Simply not enough information here to make informed decisions.

We understand your cares and concerns about a new structure being proposed and built in the vacant lot to your east. We appreciate your acknowledgment that you are not trying to impede a new building be built, but want to see one in context of the overall neighborhood and community of which you have called home for many years. I am hopeful you can share your thoughts with Winnetka and receive the appropriate information in return and be heard about what will make this a great project for all directly impacted. Lastly, we would expect that this project approval process be given the appropriate time for reviews as well as revisions by the proposer to respond to the residents in the community.

Please forward the missing information once you receive it so that we may complete our review.

Warm regards,

**Holabird & Root LLC**

Eric S. Risinger, AIA  
Principal

140 S Dearborn  
Suite 500  
Chicago, Illinois 60602  
312.357.1771 V  
847.687.1326 M

[www.holabird.com](http://www.holabird.com)

*Holabird & Root LLC is back in the office working in our collaborative environment to deliver exceptional designs and programmatic solutions to our clients. If you have received this email in error, please notify the sender and delete the email and all contents immediately.*  
*Copyright 2023*

## Ann Klaassen

---

**From:** John Shepherd [REDACTED] >  
**Sent:** Wednesday, September 13, 2023 11:42 AM  
**To:** Ann Klaassen  
**Subject:** Re: 808 Oak Street - New Multi-Family Residential Building

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Ann,

Starting September 25, CBR Restoration will be starting work in our courtyard area as we have had some water infiltration issues into our below ground garage. I do have a concern that the proposed building next door will add to our water infiltration problems in our garage. Perhaps a study should be done to see if there would be any drainage problems that would affect our property.

John Shepherd

> On Sep 13, 2023, at 10:58 AM, Ann Klaassen <AKlaassen@winnetka.org> wrote:

>

> Mr. Shepherd,

> Thank you for your comments; we will be sure to provide your email to the Design Review Board. The proposed plans do call for an interior courtyard on the upper floors, not the ground floor level, that is intended to match your building at 812 Oak Street. The agenda materials for the Design Review Board meeting, which will include the proposed plans, will be posted on the Village website (link below) by the end of the day Friday.

>

> In response to your question regarding ownership of the property, the Applicant intends to purchase the property pending approval of the project.

>

>

<https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.villageofwinnetka.org%2F129%2FAgendas-Minutes&data=05%7C01%7Caklaassen%40winnetka.org%7Ccfd41f3cded42b571c108dbb4787ab4%7C00280eee725c4276aa6029c6c477d7fe%7C1%7C0%7C638302201792507266%7CUnknown%7CTWFpbGZsb3d8eyJWljojMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6IklhaWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=pzqevyaR5WnmJcyLyWlsbqal8VdMqgd5l%2BGNCFo4zG4%3D&reserved=0>

>

> Please feel free to contact me with any additional questions.

>

> Best,

>

> Ann Klaassen

> Assistant Director | Village of Winnetka Community Development

> 510 Green Bay Road - Winnetka, IL 60093

> 847.716.3525

>

> -----Original Message-----

> From: John Shepherd <[REDACTED]>

> Sent: Tuesday, September 12, 2023 6:27 PM



> To: Planning <Planning@winnetka.org>  
> Subject: 808 Oak Street - New Multi-Family Residential Building  
>  
> CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.  
>  
>  
> Dear Design Review Board,  
>  
> I am the owner of a Condo at 812 Oak Street and I am also President of the 812 Condo Association so I do have a definite interest in the proposed multi-family residential building of 808 Oak Street.  
>  
> We had been told this Spring that the construction called for a three story, two unit, multifamily building, but your notice now says it will be a four story, three unit, multifamily building which will impact the amount of sunshine that our courtyard receives. The proposed building will have a severe impact on our four beautiful maple trees and two honey locust trees in our courtyard and could possibly cause them to die. The hostas in our tunnel area leading from Oak Street to our entryway will not survive as this area will be completely dark except for the overhead lights. The residents of our building do care about the environment.  
>  
> I couldn't tell from the proposed site plan if the builder plans on making an indentation in the middle of their building facing our building which may help our trees to survive. Last year, Paul Konstant the architect showed us the mockup of the proposed building which showed an indentation. Has the plan now changed? Has the ownership changed for this property?  
>  
> Sincerely,  
>  
> John Shepherd  
>  
>

**From:** [REDACTED]  
**To:** [Planning](#)  
**Subject:** 808 Oak Street - New Multi-Family Residential Building  
**Date:** Tuesday, September 12, 2023 6:27:44 PM

---

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Design Review Board,

I am the owner of a Condo at 812 Oak Street and I am also President of the 812 Condo Association so I do have a definite interest in the proposed multi-family residential building of 808 Oak Street.

We had been told this Spring that the construction called for a three story, two unit, multifamily building, but your notice now says it will be a four story, three unit, multifamily building which will impact the amount of sunshine that our courtyard receives. The proposed building will have a severe impact on our four beautiful maple trees and two honey locust trees in our courtyard and could possibly cause them to die. The hostas in our tunnel area leading from Oak Street to our entryway will not survive as this area will be completely dark except for the overhead lights. The residents of our building do care about the environment.

I couldn't tell from the proposed site plan if the builder plans on making an indentation in the middle of their building facing our building which may help our trees to survive. Last year, Paul Konstant the architect showed us the mockup of the proposed building which showed an indentation. Has the plan now changed? Has the ownership changed for this property?

Sincerely,

John Shepherd





# MEMORANDUM VILLAGE OF WINNETKA

## COMMUNITY DEVELOPMENT DEPARTMENT

**TO:** PLAN COMMISSION  
**FROM:** CHRISTOPHER MARX, AICP – ASSOCIATE PLANNER  
**DATE:** NOVEMBER 22, 2023  
**SUBJECT:** 962 GREEN BAY ROAD – NORTH SHORE EVENTS LLC OFFICE  
SPECIAL USE PERMIT (CASE NO. 23-16-SU)

### INTRODUCTION

On November 29, 2023, the Plan Commission is scheduled to hold a public hearing to consider an application submitted by Megan Estrada of North Shore Events LLC, Inc. (the “Applicant”), as the current lessee of the property located at 962 Green Bay Road (the “Subject Property”), **to allow the existing event planning business office to remain on the Subject Property.** The property is currently owned by RRR S3 LLC.

The Applicant has filed an application seeking approval of a Special Use Permit in accordance with Chapter 17.56 [Special Uses] of the Winnetka Zoning Ordinance to permit an event planning office in the C-2 General Retail Commercial Overlay District at the Subject Property. The Applicant currently occupies the Subject Property and has submitted the Special Use Permit application seeking zoning compliance for the existing business office.

A sign has been posted on the Subject Property and a website notice has been posted on the Village website indicating the time and date of the Plan Commission public meeting. A mailed notice has been sent to property owners within 500 feet of the Subject Property. As of the date of this memo, staff has not received any written comments from the public regarding this application.

### PROPERTY DESCRIPTION

The Subject Property is one of the first-floor commercial spaces in the two-story commercial building at 962-964 Green Bay Road located on the west side of Green Bay Road between Merrill and Gage Streets. On September 6, 2023, it was brought to staff’s attention that the Applicant has occupied the approximately 638 square foot space at 962 Green Bay Road since the beginning of the year. The storefront has 11 linear feet of street frontage. Neighboring businesses include *Material Possessions*, a home goods store to the south, and *Randoon’s boutique*, *HeART’s Art Studio*, and *Bick’s Coin Stamp Etc. Emporium* to the north in the same building. Figures 1 through 4 on the following pages identify the Subject Property and neighboring businesses.

The Subject Property is located within the Village’s **Commercial Overlay District**, which allows non-retail uses, such as general offices and professional uses; however, the Zoning Ordinance requires that they be evaluated by the Plan Commission and Village Council as a special use.



**Figure 1 – Subject Property – 962 Green Bay Road**



**Figure 2 – Subject Property – 962 Green Bay Road**





**Figure 3 – Neighboring Businesses – *Material Possessions* and *Randoon's***



**Figure 4 – Neighboring Businesses to North – *Randoon's*, *HeART's Studio*, and *Bick's Coin Stamp Etc. Emporium***

## COMMERCIAL OVERLAY DISTRICT BACKGROUND

The Overlay District was established in 1987 out of concern about the viability of the business districts as a whole if non-retail occupancies were allowed to proliferate and occupy significant areas within retail shopping districts. At the time of adoption there was a concern about the possible proliferation of real estate offices and financial institutions.

The Village Zoning Ordinance describes the purpose of the Overlay District and its restrictions on non-retail uses as being:

*“to encourage retailing of comparison shopping goods and personal services compatible with such retailing on ground floor in order to encourage a clustering of such uses, to provide for a wide variety of retail shops and expose such shops to maximum foot traffic, while keeping such traffic in concentrated (yet well distinguished) channels throughout the district.”*

Since its adoption in 1987, the Overlay District has been revised on more than one occasion to alter district boundaries, or to modify the types of uses which are permitted within each district. The most recent amendment occurred on April 4, 2019, when the Village Council adopted MC-01-2019, amending the Zoning Ordinance regarding uses and regulations in the three commercial districts, including amendments to the Overlay District and the standards used to evaluate a special use. This request to allow an event planning office would have required a special use permit under the former zoning regulations.

## HUBBARD WOODS BUSINESS DISTRICT OVERLAY BOUNDARIES

A map depicting the zoning classifications of the Hubbard Woods Business District is provided below as Figure 5. The Subject Property is highlighted yellow.

**Gray** areas indicate the underlying C-2 General Retail Commercial zoning, which permits by right a relatively broad array of uses, including various retail uses, along with a number of non-retail uses such as professional offices, financial service firms, medical offices and the like.

**Red** crosshatch areas represent those areas subject to the restrictions of the Commercial Overlay District. The boundaries of the Overlay District are established along certain public streets and extend for a depth of 50 feet from the front property line.

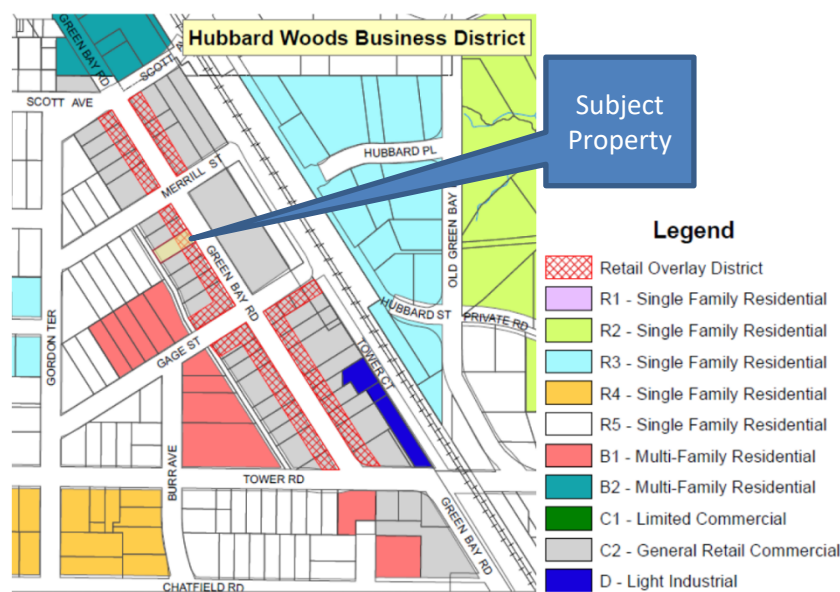


Figure 5 – Hubbard Woods Business District



## DESCRIPTION OF CURRENT REQUEST

The Applicant is proposing to maintain her current event planning business office at the Subject Property, an approximately 638 square foot space with approximately 11 feet of street frontage. As the owner-operator of the business, the Applicant is the sole full-time employee, with 7 to 8 part-time employees that usually work from home or at event sites. As described by the Applicant in the attached application materials (**Attachment A**), the office use is limited to appointment-only meetings with employees and clients. Generally, there are approximately 3-5 office visits per week. The Applicant states that based on her current use of the space, most employee and client office visits are no longer than 2 hours and visitors are able to use on-street parking and the Hubbard Woods parking garage without any difficulty. There is an off-street parking space behind the building that is reserved for the business owner.

The Applicant has provided a floor plan representing the layout of the space below in Figure 6. She also states that the office space will have minimal changes and only seek to have some signage on display in the storefront window and door.

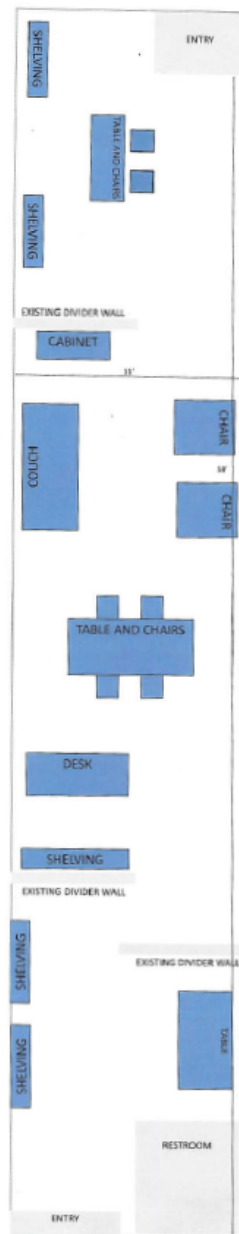


Figure 6 – Excerpt of Proposed Floor Plan

## DESIGN REVIEW BOARD REVIEW

The existing window signs seen on the front façade of the Applicant's space require submittal of a Sign Permit for consideration by the Design Review Board. Any additional changes to the exterior of the commercial space, including additional signage, or awnings to the front of the space will also require approval of a certificate of appropriateness by the Design Review Board.

## STANDARDS FOR REVIEW / FINDINGS

The "Purpose" section of Chapter 17.56, Special Uses, states the following regarding special uses:

*It is recognized that there are special types of uses which because of their specific characteristics in relationship to uses permitted by right in a particular district, or the services which they provide, cannot be properly permitted by right in a particular district without consideration, in each case, of the impact of such uses upon neighboring land, or of the public need for such uses at a particular location.*

A land use classified as a special use is an allowed land use as long as the Applicant can demonstrate that the proposed use in its proposed specific location meets the applicable standards for granting special use approval.

Section 17.44 of the Zoning Ordinance provides a series of twelve (12) standards for the evaluation of Special Use applications within the Commercial Overlay District, which provides a framework for evaluation by the Plan Commission. The Applicant has supplied as part of their application materials a narrative addressing how this proposal complies with the twelve (12) standards. **(See Attachment A)**

**Following conclusion of public comment and Commission discussion, a Commission member may choose to make the following motion:**

I make the motion that:

The Plan Commission recommends **approval [denial]** of the requested special use to allow the Applicant, North Shore Events LLC, to operate an event planning office at 962 Green Bay Road within the C-2 Commercial Overlay District, based on the following findings of fact:

"The event planning office (the "Special Use") is [is not] consistent with the Standards for granting of Special Use Permits in the Commercial Overlay District, which are as follows:

1. The establishment, maintenance, and operation of the Special Use will not be detrimental to or endanger the public health, safety, comfort, morals, or general welfare;
2. The Special Use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity which are permitted by right in the district or districts of concern, nor substantially diminish or impair property values in the immediate vicinity;
3. The establishment of Special Use will not impede the normal and orderly development or improvement of other property in the immediate vicinity for uses permitted by right in the district or districts of concern;
4. Adequate measures have been or will be taken to provide ingress and egress in a manner which minimize pedestrian and vehicular traffic congestion in the public ways;
5. Adequate parking, utilities, access roads, drainage, and other facilities necessary to the operation of the Special Use exists or are to be provided;
6. The Special Use in all other respects conforms to the applicable regulations of this and other village ordinances and codes;



7. The proposed special use at the proposed location will encourage, facilitate and enhance the continuity, concentration, and pedestrian nature of the area in a manner similar to that of retail uses;
8. The location of the proposed special use along a block frontage shall provide for a minimum interruption in the existing and potential continuity and concentration of the retail uses along the block's frontage;
9. The proposed special use at the proposed location will provide for display windows, facades, signage and lighting similar in nature and compatible with that provided by retail uses;
10. If the proposed special use provides multi-use areas, such as retail merchandise areas, restaurant dining areas, general office space, private offices, reception areas, or employee work areas, any proposed retail merchandise area or restaurant dining area shall be concentrated and located immediately adjacent to the sidewalk and clearly visible from the street in such a fashion as to invite customers to browse or dine;
11. If a proposed new building contemplates a mix of retail, office and service type uses, the minimum frontage for each retail use adjacent to the sidewalk shall be 20 feet with a minimum gross floor area of 400 square feet. In addition, such retail space shall be devoted to active retail merchandising which maintain typical and customary hours of operation; and
12. The proposed location and operation of the proposed special use shall not significantly diminish the availability of parking for district clientele wishing to patronize existing retail businesses."

The Commission's recommendation is subject to **no conditions [the following conditions]**:

1. [Insert conditions...]

**As noted above, the Commission may also wish to consider if there are any additional conditions it may want to place on the facility's operation.**

This request is subject to final approval by the Village Council.

#### **ATTACHMENTS**

Attachment A: Application Materials

ATTACHMENT A

Village of Winnetka  
SPECIAL USE PERMIT – C2 COMMERCIAL OVERLAY APPLICATION

VILLAGE OF WINNETKA, ILLINOIS  
DEPARTMENT OF COMMUNITY DEVELOPMENT

SPECIAL USE PERMIT APPLICATION  
C-2 COMMERCIAL OVERLAY

Case No. 23-16-SU

Property Information

Site Address: 962 Green Bay Rd Winnetka, IL 60093  
Proposed type of occupancy: Office

Applicant Information

Name: Megan Estrada  
Address: [REDACTED]  
City, State, ZIP: Northfield, IL 60093  
Applicant Signature: [REDACTED]  
Primary Contact: Megan Estrada  
Phone No. [REDACTED]  
Email: Megan@NSWEvents.com  
Date: 09/16/23

Attorney Information

Name: None  
Primary Contact:  
Address:  
City, State, ZIP:  
Phone No.  
Email:

Architect Information

Name: None  
Primary Contact:  
Address:  
City, State, Zip:  
Phone No.  
Email:

Property Owner Acknowledgment

I hereby certify that I am the owner of the property located at \_\_\_\_\_, and have provided the attached proof of ownership. (address)

I consent to the filing of an application for a Special Use Permit by Megan Estrada (Applicant name)

Property Owner Signature: [REDACTED] Date: Sep. 18-2023  
Printed Name: Roman Sanchez



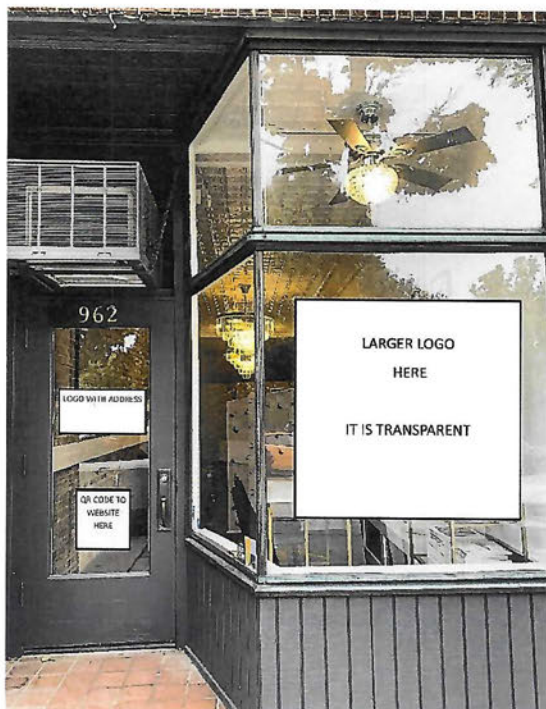
North Shore Events LLC, also known as NSW Events and North Shore Weddings and Events; has been in business, since January 2011. It provides Event Consultant services, with a primary focus on clients from the North Shore Chicago community. The primary events planned are social events, such as weddings, bar/bat mitzvahs, anniversaries, and birthday celebrations. It has been recognized by Better Magazine as "Best Event Planner" in 2014, 2015, 2016, 2019, 202, and 2021. It is a nationally recognized wedding and event planning company providing services to around 30-40 events per year, in Chicagoland and nationally. Because the business is a consultant service and does not provide products, it requires a special use permit to use the space at 962 Green Bay Road as an office space.

North Shore Events LLC operates daily, but has inconsistent office hours, due to the nature of the work. Therefore, the proposed office space will function as an office 'by Appointment only.' North Shore Events LLC has one full-time employee, the owner Megan Estrada, and 7-8 part time employees who work at event sites or from home, therefore only one employee accesses the proposed office space daily.

Visitors to the office will be limited to clients and employees, with a frequency of about 3-5 visits per week. These visitors typically stay onsite for less than 2 hours and can utilize the street parking and the parking at the Hubbard Woods train station. The full-time employee, Megan Estrada has a dedicated parking space in the back for her vehicle.

There is access to the space from the back and front, with clients/employees arriving through the front and the full-time employee accessing the space from the back. No changes are being made to the space other than paint/wall paper. North Shore Events LLC will require cling signage in the window, that is transparent to the inside of the office, to promote the brand and provide information on the address and website of the business. Images included below are of the current view from the sidewalk on Green Bay Road and inside of the space. Proposed images to be displayed in the windows and their placement is marked.

Front of 962 Green Bay Rd



Inside of 962 Green Bay Rd



NSWE *events*  
962 GREEN BAY ROAD  
*by appointment only*



**From:** [megan.nswееvents.com](mailto:megan.nswееvents.com)  
**To:** [Christopher Marx](#)  
**Subject:** Re: 962 Green Bay - Special Use Permit  
**Date:** Monday, September 25, 2023 3:12:40 PM

---

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

**1. The establishment, maintenance, and operation of the event planning office at 962 Green Bay Rd will not be detrimental to or endanger the public health, safety, comfort, morals, or general welfare.**

**2. The special use for the event planning business at 962 Green bay Rd will not be substantially injurious to the use and enjoyment of the other property in the immediate vicinity which are permitted by right in the district or districts of concern, nor substantially diminish or impair property values in the immediate vicinity.**

**3. The event planning business at 962 Green Bay Road will not impede the normal and orderly development or improvement of other property in the immediate vicinity for uses permitted by right in the district or districts of concern.**

**4. Adequate measures have been taken to provide ingress and egress in a manner which minimize pedestrian and vehicular traffic congestion in the public ways and the business has a low volume of visitors to the office.**

**5. Adequate parking, utilities, access roads, drainage, and other facilities necessary to the operation of the special use exist and the only full time employee at the office daily has dedicated parking in the back of the building.**

**6. The event planning business in all other respects conforms to the applicable regulations of this and other village ordinances and codes.**

**7. The event planning business at 962 Green Bay Road will encourage, facilitate and enhance the continuity, concentration, and pedestrian nature of the area in a manner similar to that of retail uses.**

**8. The event planning business at 962 Green Bay Rd along a block frontage shall provide for a minimum interruption in the existing and potential continuity and concentration of the retail uses along the block's frontage.**

**9. The event planning business at 962 Green Bay Rd will provide for active display windows, facades, signage and lighting similar in nature and compatible with that provided by retail uses.**

**10. The event planning business will not have multi use for the space and will operate as an office.**



**11. 962 Green Bay Rd is not a new building and 962 will not offer retail space, only office space.**

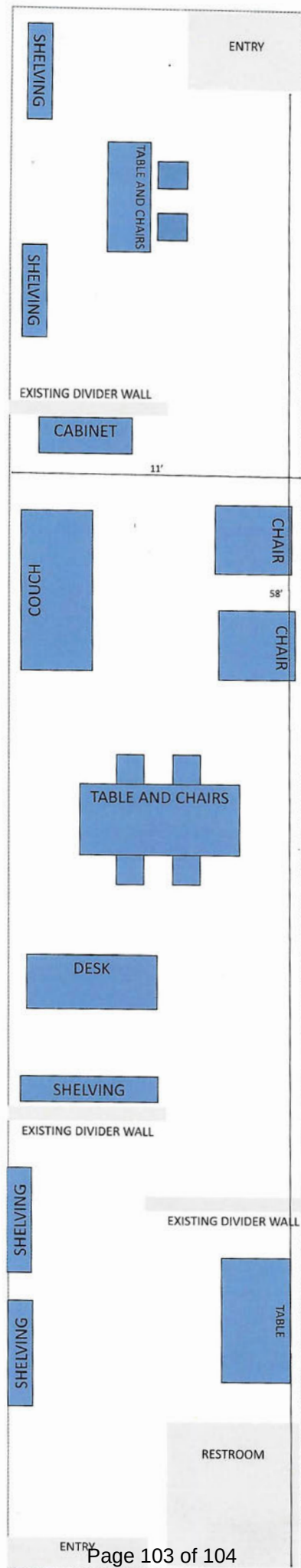
**12. The event planning business at 962 Green Bay Rd will not significantly diminish the availability of parking for district clientele wishing to patronize existing retail businesses.**

Best,

Megan Estrada  
NSWE Events  
CEO & Event Consultant  
[REDACTED]

WE MOVED!  
962 Green Bay Road  
Winnetka, IL 60093  
[www.nswееvents.com](http://www.nswееvents.com)  
[IG: @nswееvents](https://www.instagram.com/nswееvents)

---







www.exactaland.com | office 773.305.4011

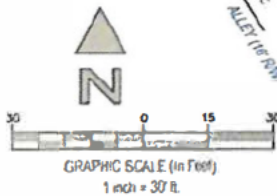
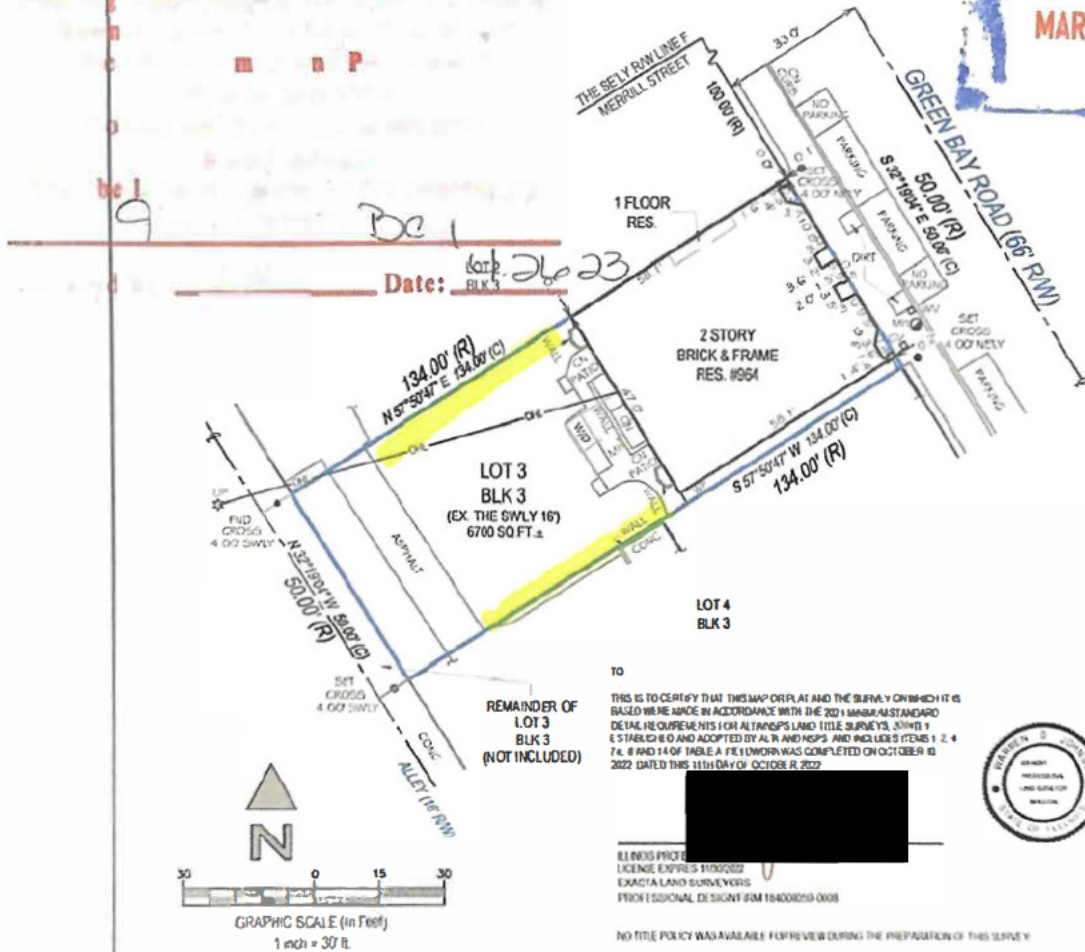


PROPERTY ADDRESS: 964 GREEN BAY ROAD, WINNETKA, ILLINOIS 60093

SURVEY NUMBER: 22100583

**FENCE PERMIT APPROVED**

**MAR 16 2023**



THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACPS LAND TITLE SURVEYS, WITHIN THE STANDARD AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 4, 7, 8, AND 14 OF TABLE A. THE SURVEY WAS COMPLETED ON OCTOBER 10, 2022 DATED THIS 11TH DAY OF OCTOBER, 2022.

ILLINOIS PROFESSIONAL LAND SURVEYOR  
LICENSE EXPIRES 11/30/2022  
EXACTA LAND SURVEYORS, LLC  
PROFESSIONAL DESIGN FIRM 184000259 0008

NO TITLE POLICY WAS AVAILABLE FOR REVIEW DURING THE PREPARATION OF THIS SURVEY



STATE OF ILLINOIS } SS  
COUNTY OF LASALLE }

THIS IS TO CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY OF THIS PROPERTY AND THIS DATE 11/11/22.



ILLINOIS PROFESSIONAL LAND SURVEYOR No. 2971  
LICENSE EXPIRES 11/30/2022  
EXACTA LAND SURVEYORS, LLC  
PROFESSIONAL DESIGN FIRM 184000259 0008

POINTS OF INTEREST:  
NONE VISIBLE



Exacta Land Surveyors, LLC  
Paul Hargrett  
773.305.4011  
The East Jackson Street | Morris, IL 60450



DATE OF SURVEY: 10/11/22  
FIELD WORK DATE: 10/10/22  
REVISION DATE(S): (REV) 10/11/22

SEE PAGE 2 OF 2 FOR LEGAL DESCRIPTION  
PAGE 1 OF 2 - NOT VALID WITHOUT ALL PAGES