

**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, CFO 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