



Village of Winnetka

Design Review Board/Sign Board of Appeals Regular Meeting

May 16, 2024 at 7:00 PM
Winnetka Village Hall Council Chambers
510 Green Bay Road

AGENDA

1. **Call to Order**
2. **Public Comments**
3. **Approval of Minutes**
 - a. April 18, 2024, Regular Meeting Minutes
4. **Continued Applications**
 - a. **Case No. 24-08-DR: 902 Green Bay Road - Lunk + Hancy:** Sign Permit to allow the installation of a wall sign on the Green Bay Road frontage. *This item was continued from the April 18, 2024, Design Review Board meeting.*
5. **New Applications**
 - a. **Case No. 24-13-SU: 1155 Oak Street - Winnetka Public School Nursery:** Certificate of Appropriateness to allow improvements to the existing playground located on the west side of The Skokie School and utilized by Winnetka Public School Nursery. The Village Council has final jurisdiction on this request.
6. **Other Business**
 - a. June 20, 2024, 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; 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.

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 Design Review Board/Sign Board of Appeals Meeting Minutes
April 18, 2024**

Members Present:

Katie Moor, Chairperson
Colin Kennedy
Paul Konstant
Michael Ritter

Members Absent:

Fritz Duda
Maggie Meiners
Heather Niehoff

Village Staff:

Davorka Kirincic, Building and Code Enforcement Manager

Call to Order & Roll Call:

Chairperson Moor called the meeting to order at 7:04 p.m. Roll call was taken of the Board Members present.

Public Comments:

No comments were made at this time.

Approval of Minutes:

Chairperson Moor asked if there were any comments or corrections or for a motion to approve the March 20, 2024 special meeting minutes. A motion to approve the March 20, 2024 special meeting minutes was made by Mr. Ritter and seconded by Mr. Konstant. A vote was taken and the motion unanimously passed, 4 to 0:

AYES: Kennedy, Konstant, Moor, Ritter

NAYS: None

New Applications:

a. Case No. 24-07-DR: 458 Maple Street - Christ Church: A Certificate of Appropriateness to allow the replacement and expansion of the existing brick patio.

Ms. Kirincic identified the property's location and zoning classification and described the proposed changes requested by the applicant in connection with the existing brick patio. She then identified the patio's location in the site plan and noted the extension would include a seating wall and six brick pillars. Ms. Kirincic referred to the grade change and described the proposed channel drainage system. She also referred to specific items in the design guidelines and the standards the Board is to consider. Ms. Kirincic then asked if there were any questions.

Joseph Samperi of JLBP, Inc. introduced himself as the landscape contractor and confirmed the pillar size and seat wall which he described in detail for the Board as well as the retaining wall portions located below grade due to the grade change. He also described the proposed materials for the Board. Mr. Konstant questioned the stone size which Mr. Samperi described to the Board. No additional questions were raised at this time.

Chairperson Moor then asked for a motion to approve the request as submitted. A motion to approve the application as submitted was made by Mr. Ritter and seconded by Mr. Konstant. A vote was taken and the motion unanimously passed, 4 to 0:

AYES: Kennedy, Konstant, Moor, Ritter

NAYS: None

b. Case No. 24-08-DR: 902 Green Bay Road - Lunk + Hancy: A Sign Permit to allow installation of a wall sign on the Green Bay Road frontage.

Ms. Kirincic identified the property's location and zoning classification and described the proposed wall sign and its location. She then described the proposed sign's lettering size and color in detail as well as the sign's size and positioning on the wall. Ms. Kirincic stated the proposed sign complied with the sign code and Village guidelines and informed the Board the applicant already ordered the sign.

Chairperson Moor asked if the color represented the applicant's brand. The Board Members discussed the proposed color and Chairperson Moor commented it did not fit in with its surroundings. Ms. Kirincic asked the Board Members if they wanted to continue the application to the next meeting. Chairperson Moor commented white would fit in better with the neighboring buildings and asked for a recommendation to continue the application to the next meeting and to include an awning. Ms. Kirincic stated she would discuss including an awning with the applicant. Mr. Konstant also commented on the effect of including an awning with the request.

Chairperson Moor then asked for a motion to continue the matter to the next meeting. A motion was made by Mr. Ritter and seconded by Mr. Kennedy to continue the matter to the next meeting. A vote was taken and the motion unanimously passed, 4 to 0:

AYES: Kennedy, Konstant, Moor, Ritter

NAYS: None

Other Business.

a. May 16, 2024 Meeting – Quorum Check.

The Board Members discussed their availability.

Adjournment:

Chairperson Moor asked for a motion to adjourn. A motion to adjourn was made by Mr. Konstant and seconded by Mr. Ritter. A vote was taken and the motion unanimously passed, 4 to 0:

AYES: Kennedy, Konstant, Moor, Ritter

NAYS: None

The meeting was adjourned at 7:21 p.m.

Respectfully submitted,

Antionette Johnson
Recording Secretary



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: DESIGN REVIEW BOARD
FROM: DAVORKA KIRINCIC, AICP
BUILDING AND CODE ENFORCEMENT MANAGER
DATE: MAY 10, 2024
SUBJECT: 902 GREEN BAY ROAD – LUNK + HANCY – WALL SIGN PERMIT
(CONTINUED CASE NO. 24-08-DR)

INTRODUCTION

On May 16, 2024, the Design Review Board (DRB) is scheduled to hold a continued public hearing on a sign permit application submitted by *Lunk + Hancy* (the “Applicant”), the current lessee of the commercial space located at 902 Green Bay Road (the “Subject Property”), to allow the installation of a wall sign on the Green Bay Road frontage of the Subject Property.

APRIL 18, 2024, DESIGN REVIEW BOARD MEETING

On April 18, 2024, the DRB considered the Applicant’s request for a wall sign to be installed on the storefront of the building at 902 Green Bay Road. The staff report with attachments for the April 18, 2024, meeting can be found in **Attachment B1**.

After hearing from the staff, the DRB discussed the proposal and raised questions and concerns regarding the sign color, wondering if it is a part of the business branding. The Board members commented that white would fit better with the neighboring buildings. It was recommended that an awning be included, as the business next door has one (to ensure uniformity).

The Applicant was not present at the April 18, 2024, DRB meeting, so the item was continued to the May 18, 2024, meeting to give the Applicant time to respond to the Board’s comments and incorporate their suggestions. A copy of the draft April 18, 2024, meeting minutes is included in the May 16, 2024, agenda packet for the DRB’s approval.

RESPONSES OF THE BUSINESS OWNER

The Applicant did not change the original sign wall proposal. Instead, the Applicant responded to the DRB’s comments/recommendations via e-mail sent to Community Development on May 8, 2024, which is included in **Attachment A1**.

The applicant will be present at the meeting on May 18, 2024, to further explain the reasoning for her proposal.

SUMMARY

The Applicant requests that the DRB find the proposed wall sign appropriate and compatible with the Design Guidelines and approve the Sign Permit as submitted. Should the DRB find the proposed

improvements to be appropriate, the Applicant would first need to receive the approved sign permit from the Community Development Department prior to the installation of the signs.

ATTACHMENTS

Attachment A1: Copy of the applicant's e-mail response to the DRB's comments

Attachment B1: April 18, 2024, DRB Staff Report and Attachments

ATTACHMENT A1

From: Victoria Battles <[REDACTED]>
Sent: Wednesday, May 8, 2024 11:52 AM
To: Davorka Kirincic <DKirincic@Winnetka.org>; Liz Dechant <LDechant@winnetka.org>
Subject: Re: Signage for [902 Green bay Rd](#) -- Lunk + Hancy Art Gallery

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 Davorka,

Thanks for your call. For the next meeting on May 16th, I don't plan to change anything about our chosen sign design, placement or color. I just want to explain some key elements that were not discussed at the last meeting and that seem incredibly relevant. I'll address your summarized points below in bold:

- The Board members discussed the proposed color and commented that it did not fit in with its surroundings. They were wondering if the proposed color represented the applicant's brand. **I disagree that it will not fit in with its surroundings, and can bring some of the actual sign letters so the color can be appreciated in person. This color was chosen because of how well it works with the color of the brown brick. It is very complimentary. And because it is a relatively small sign, the color helps it be seen behind the canopy of the green leaves on the tree that is directly in front of where it will be placed. The sign is completely harmonious with its environment and factors in 3 very important things: the color and texture of the building itself, the placement of the sign behind the tree, and the "unique and edgy" brand of the business as well.**
- The Board members commented that white would fit better with the neighboring buildings. **I disagree and neither of the businesses on either side of my business have white lettering/signs. To be clear, the business to my left has been there for 30 years and has had the same sign for that length of time, and there has been no business to the right of my location for many years now.**
- It was recommended to include an awning, as the business next door has one (to ensure uniformity), and to continue the application to the next DRB meeting. **It is extremely important to note there is no business next door. And the location I have leased was also empty for many years before I rented it, completely improved it, and began to operate a business that works perfectly with the 'design district' designation for this area. It seems incredibly unfair to ask a small new business that has taken a risk on a somewhat blighted and relatively abandoned building to match the look of a non-existent business next door. Additionally, as an art gallery, I am trying to maximize the natural light I get inside. An awning would reduce how much light comes through the windows. I think it's important to emphasize that my entire business revolves around art and tasteful artistic choices. I would not select a sign that was not completely aligned with a high quality, visually appealing aesthetic. In fact, having signage that is both attractive and harmonious with the setting is very key to my business. The design, color, and size we are presenting has been very thoughtfully and carefully selected to meet this criteria.**

Looking forward to being able to have this conversation in person on May 16th!

Thank you,

VB



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: DESIGN REVIEW BOARD

FROM: DAVORKA KIRINCIC, AICP
BUILDING AND CODE ENFORCEMENT MANAGER

DATE: APRIL 18, 2024

SUBJECT: 902 GREEN BAY ROAD - LUNK + HANCY - WALL SIGN PERMIT
(CASE NO. 24-08-DR)

INTRODUCTION

On April 18, 2024, the Design Review Board (DRB) is scheduled to consider a sign permit application submitted by *Lunk + Hancy* (the "Applicant"), the current lessee of the commercial space located at 902 Green Bay Road (the "Subject Property"), to allow the installation of a wall sign on the Green Bay Road frontage of the Subject Property.

The Subject Property is located west of Green Bay Road between Gage Street and Tower Road in the Hubbard Woods Business District. It is zoned C-2 General Retail Commercial and is located within the Commercial Overlay District. **Figures 1** below and **2** on the following page identify the Subject Property, and **Figure 3** identifies the proposed wall sign's location on the building's exterior facade.

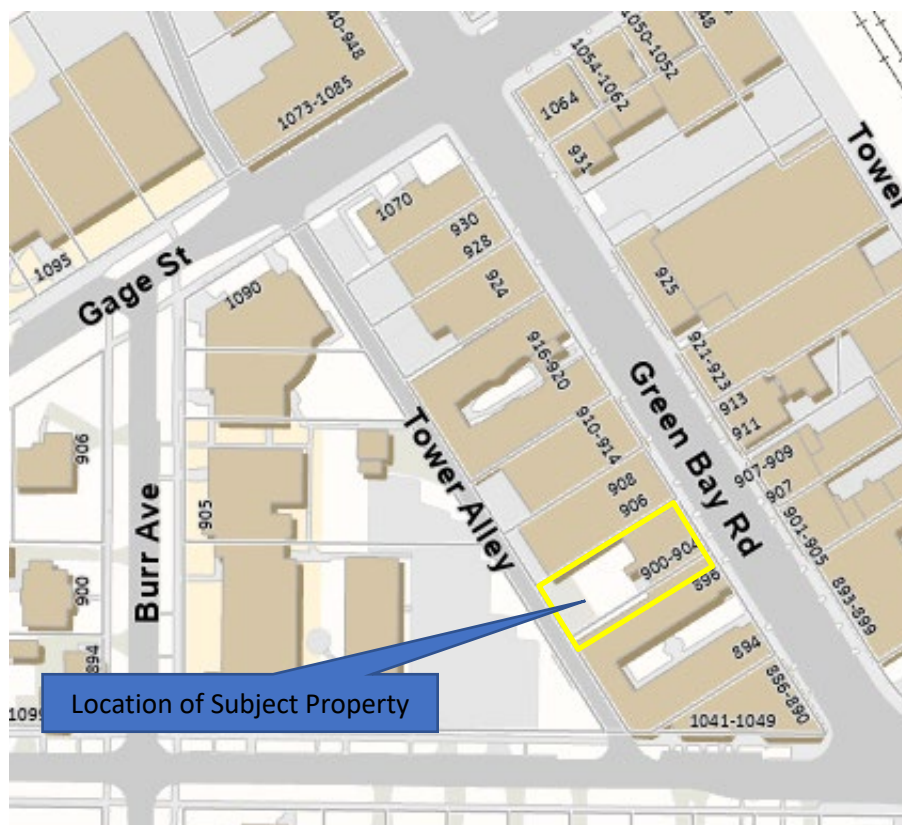


Figure 1 – Subject Property – Location Map

Location of Lunk + Hancy Storefront



Figure 2 – Subject Property
Lunk + Hancy – Storefront Location

CURRENT REQUEST

The Applicant seeks approval for a new wall sign to identify and promote their new business location at the Subject Property. The proposed wall sign will feature the business' name, as shown in the illustration below.

Proposed wall sign is:

- Aluminum letters in *Sundan* yellow color (not too bright, but leans toward orange);
- Letters will be individually pin-mounted to the wall;
- *Futura* font letters stating “Lunk + Hancy” in two rows;
- Letters 10 inches in height and projecting a maximum of ¼ inches from the wall;
- Located on the Green Bay Road exterior wall on the sign band above the storefront window;
- Approximately 4.43 square feet of sign area, and
- 11.0 feet above grade.

Location of the Proposed Wall Sign



Proposed Wall Sign on the Green Bay Road Frontage

A copy of the Applicant's application materials is included in **Attachment A**.

SIGN CODE ANALYSIS

Section 15.60.120 of the Village Sign Code establishes commercial district wall sign standards.

Wall sign standards

- Sign may only contain the business name, a three-word generic description of the types of products or services offered, and the occupant's logo or trademark;
- Sign may not exceed 70 square feet in area;
- Shall be placed substantially parallel to the surface of the wall;
- Shall not be located above the second-floor windowsill level and shall not be higher than fourteen (14) feet above grade if there is no second-floor window sill; and
- For a building that contains more than one type of sign (e.g. wall, window, awning, etc.), the total sign area for all signs shall not exceed 15% of the street exposure.

The proposed wall sign meets all the above standards for wall signs.

DESIGN GUIDELINES ANALYSIS

When reviewing the design of any signs, the Board is to consider the following standards and criteria of Section 15.60.150(F) of the Sign Code.

- F. Standards and Criteria for Issuance. The following factors and characteristics relating to the safety and appearance of signage shall govern the Board's evaluation of design submittals:*
- 1. The sign area shall be in proportion and scale to the building or to other buildings or signs in the surrounding area;*
 - 2. A signage package for a business establishment that includes a number of signs and graphics shall have an overall plan that demonstrates the compatibility of the design and colors of all the signs that are part of that package;*
 - 3. The amount of text and graphics contained in or on any sign or group of signs shall be limited so that it results in a clear and readable design;*
 - 4. Signs and graphics shall have a harmonious relationship with nearby signs, buildings, and the neighborhood and shall be designed not to affect adjacent structures adversely. In this respect, the sign shall relate to its building, structure, and neighborhood in terms of size, shape, material, color, texture, lettering, location, arrangement, lighting, and the like;*
 - 5. Colors shall be used with restraint; excessive brightness shall be avoided; and*
 - 6. The additional provisions of this chapter, as specified in this chapter, shall be part of the criteria of the design review process.*

The Board should also consider the Village Design Guidelines to approve the proposed signage. The Village's Design Guidelines provide guidance on the design and appropriate placement of wall signs. **See Attachment B.**

- *The sign should harmonize with the building and reflect the character of the building style;*
- *Sign Materials should be limited to painted wood, canvas, architectural glass, and metal;*

- *Sign color must harmonize with the building upon which it is mounted and adjacent structures;*
- *The height of the sign is restricted to 75% of the sign band or 14 inches – whichever is less;*
- *Sign should be located at least 8 feet above grade, but no more than 15 feet above grade, with a height measurement of no more than 14 inches; and*
- *Sign should be externally illuminated or highlighted where possible.*

SUMMARY

The Applicant requests that the DRB find the proposed wall sign appropriate and compatible with the Design Guidelines and approve the Sign Permit as submitted. Should the DRB find the proposed improvements to be appropriate, the Applicant would first need to receive the approved sign permit from the Community Development Department prior to the installation of the signs.

ATTACHMENTS

Attachment A: Application Materials

Attachment B: Design Guidelines Excerpt

ATTACHMENT A

Village of Winnetka
SIGN PERMIT APPLICATION

VILLAGE OF WINNETKA, ILLINOIS

DEPARTMENT OF COMMUNITY DEVELOPMENT

SIGN PERMIT APPLICATION

MAR 29 2024

Tenant/Lessee

Name of Business Lunk + Hancy		Primary contact name Victoria Battles		Phone No. [REDACTED]
Street Address 902 Green Bay Rd				
City Winnetka	State IL	Zip Code 60093	Email [REDACTED]	

Sign Company

Name of Sign Company American Sign Letters		Primary contact name Contact@AmericanSignL		Phone No. 1-877-704-5170
Street Address 10045 102nd Terrace				
City Sebastian	State FL	Zip Code 32958	Email Contact@AmericanSignLetters.com	

Property Owner

Name of Company John Losinske		Primary contact name Alloah Losinske		Phone No. N/A
Street Address: PO Box 324				
City Wilmette	State IL	Zip Code 60091	Email N/A	

Sign type(s):
(check all that apply)

☐ window graphics
 ☒ wall-mounted sign
 ☐ ground-mounted sign
 ☐ projecting sign
 ☐ other _____

Additional description of sign type and materials 10" height Aluminum letters that are 1/4" thick with brick into the brick facade, approx 10" above window. Color selected for aluminum letters is Sundance yellow that is not too bright, but leans toward orange. Letters will not project beyond the 1/4" thickness of a font called Futura. Clean and simple lines. The entire sign once installed should be a

SBC 2024-278

OFFICE USE ONLY: PERMIT FEE (\$80/\$195 per sign) _____

CONDITIONS OF APPROVAL: _____



Lunk+
Hancy

FOR RENT
Realty Advisors North
847.480.5500
TERRY A. MAX
847-361-3886

d. Building Signage

Commercial signs should reflect the character of the building style, while expressing each store's individuality. There are several prominent sign styles that are appropriate to Winnetka: surface mounted, pin-mounted, interior, decal and projecting blade signs. Sign materials are limited to painted wood, canvas, architectural glass and metal. Sign color must harmonize with the building upon which it is mounted and adjacent structures. Lettering color can be unique to the image of the retailer/user. Metal sign and plaque material such as brushed bronze, antique bronze, aluminum, stainless steel and painted cast iron or similarly appearing materials are preferred. Highly reflective metallic signs are not allowed. Signs should be lit by marquee or spot lighting; neon lighting is not permitted. Spot lighting should be minimal and unobtrusive and, per the Village Code, the source of illumination shall not be visible from any street, sidewalk or dwelling. Simplified industrial light fixtures are not permitted. Contextual solutions are recommended. The majority of the signs will be mounted within the building's sign band, defined as the wall area located above the ground floor storefront opening and below the second floor windowsill, and is located a minimum of 8'-0" above grade and a maximum of 15'-0" above grade. (MC-01-2023, amended, 01/17/2023)

Signs must comply with the general provisions of the Winnetka Sign Ordinance as well as design provisions contained within these Design Guidelines.

1. Surface mounted commercial signs are either fabricated from painted wood or cast metal plaques and are to be mounted within the sign band or within the storefront transom. The height of the sign is restricted to 75% of the area of the sign band or 14 inches - whichever is less. The sign band of a building consists of the area located above the ground floor storefront opening and below the second floor windowsill, and is located a minimum of 8'-0" and a maximum of 15'-0" above grade. Refer to figures 28, 29, and 30 for location. Surface mounted or pin-mounted signs are not permitted on secondary elevations without a defined sign band.
2. Pin-mounted commercial signs consist of reverse channel, cast metal and flat cut metal letters mounted above the storefront in the masonry sign band or suspended in front of the storefront at the transom or recessed entry. The size of the lettering is restricted so that the height of the letters does not exceed 75% of the height of the sign band or 14 inches - whichever is less. The length of the lettering is to be contained within 75% of the length of the sign band. (See figure 38)



Figure 38

3. Projecting blade commercial signs can be round, square or vertical, mounted from the face of the building at the second floor level between the windows or at the head of the storefront and are oriented to pedestrian scale. The signs are to be mounted on fixed hardware; no swinging or chain-mounted signs are allowed. The dimensions of the sign are not to exceed 6 square feet (36" high and 24" deep) (See figure 41). If illuminated, the signs should be lit with an unobtrusive light source.

*Figure 39 & 40
MC-01-2023, Removed, 01/17/2023*



Figure 41

4. Incidental wall signs such as building management identification and directory signs should be integrated into a single sign and be constructed of brushed bronze, antique bronze or painted cast iron. Such signs should not be placed on the prominent street front facade and should be directed to public residential entries (MC-01-2023, amended, 01/17/2023)



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: DESIGN REVIEW BOARD
FROM: ANN KLAASSEN, ASSISTANT DIRECTOR
DATE: MAY 9, 2024
SUBJECT: WINNETKA PUBLIC SCHOOL NURSERY - 1155 OAK STREET
CERTIFICATE OF APPROPRIATENESS (CASE NO. 24-13-SU)

INTRODUCTION

On May 16, 2024, the Design Review Board (DRB) is scheduled to hold a public hearing on an application submitted by Winnetka Public School Nursery (the "Applicant"), as the lessee of a portion of the property on which Carleton Washburne School and The Skokie School are located (the "Subject Property") and which portion has the address of 1155 Oak Street. The Applicant is proposing improvements to its existing playground located on the Subject Property and requests approval of a Certificate of Appropriateness. The Subject Property is owned by the Board of Education of Winnetka Elementary School District 36 (the "Owner") and it has authorized the application.

A mail notice has been sent to property owners within 250 feet of the Subject Property, in compliance with Village Code. As of the date of this memo, staff has not received any written comment from the public regarding this application.

The Applicant is also submitting an application seeking approval of an amendment to an existing ordinance granting a Special Use Permit and Variations that allowed construction of an addition to Carleton Washburne School on the Subject Property. That application also includes a variation application to (i) exceed the maximum permitted roofed lot coverage; (ii) provide less than the minimum required front yard setback from the south property line along Oak Street; and (iii) exceed the maximum permitted height for a shed. The Plan Commission is scheduled to consider the special use permit on May 22, 2024. The Zoning Board of Appeals is tentatively scheduled to consider the special use permit and variation requests on June 10, 2024.

The Village Council has final jurisdiction on this request.

PROPERTY DESCRIPTION

The Subject Property, which is approximately 12.25 acres (533,511 square feet) in size, is located on the north side of Oak Street between Glendale Avenue and Hibbard Road and contains Winnetka Public School Nursery, The Skokie School, and Carleton Washburne School (see Figure 1). The Subject Property has four front yards, with street frontage along Elm Street to the north, Oak Street to the south, Glendale Avenue to the east, and Hibbard Road to the west. The Applicant occupies a portion of The Skokie School and has a playground measuring approximately 10,000 square feet on the west side of the school building.

The Comprehensive Plan designates the Subject Property as appropriate for “Institutional (Religious Institution, School, Governmental & Other Facilities)” uses. The property is zoned R-4 Single Family Residential, and it is bordered by R-4 Single Family Residential to the north, R-5 Single Family Residential to the south, and R-2 Single Family Residential to the north and west (see Figure 2).

In addition to single-family residential uses, the R-4 District allows a limited range of additional uses by Special Use Permit. Allowed Special Uses in the R-4 District include (a) church or temple; (b) public school, elementary and high, or private school having a curriculum equivalent to a public elementary school, public high school or public institution of higher learning; (c) library; and (d) pre-school or pre-kindergarten.

The Applicant’s use of the Subject Property as a pre-school is generally consistent with the Comprehensive Plan land use designation and the R-4 zoning district.

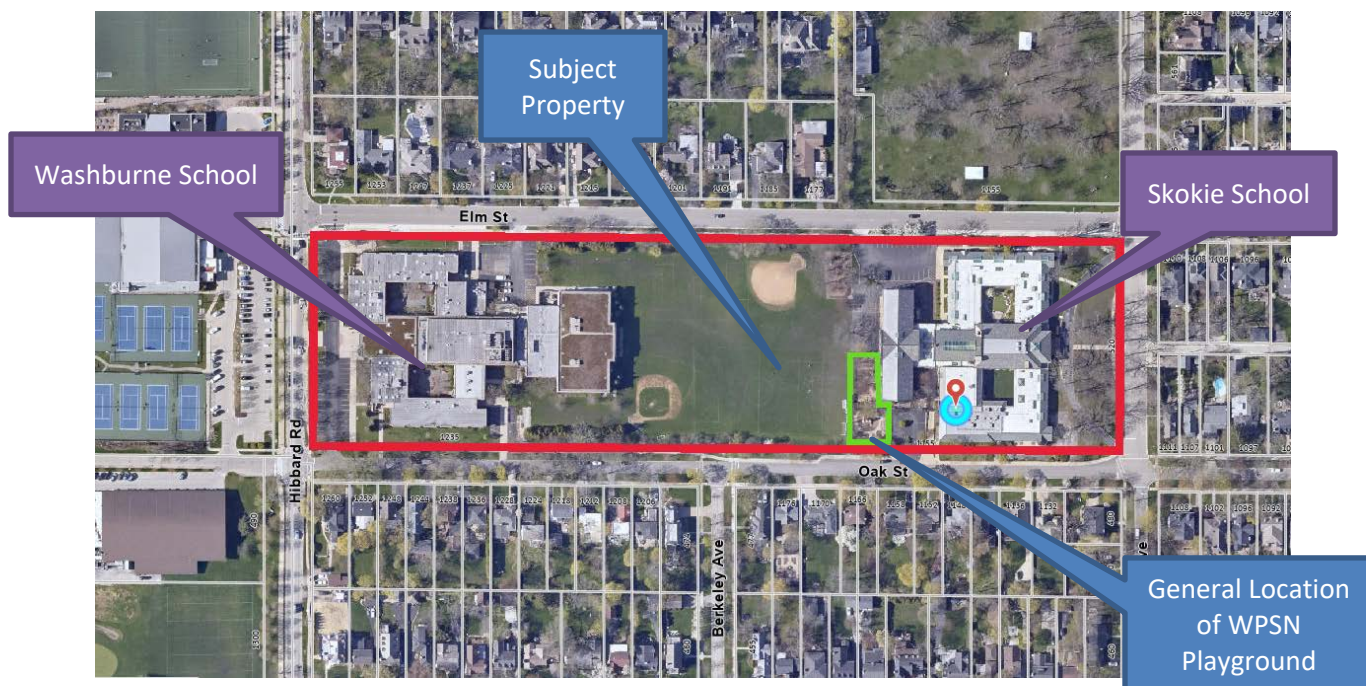


Figure 1 – Aerial Map

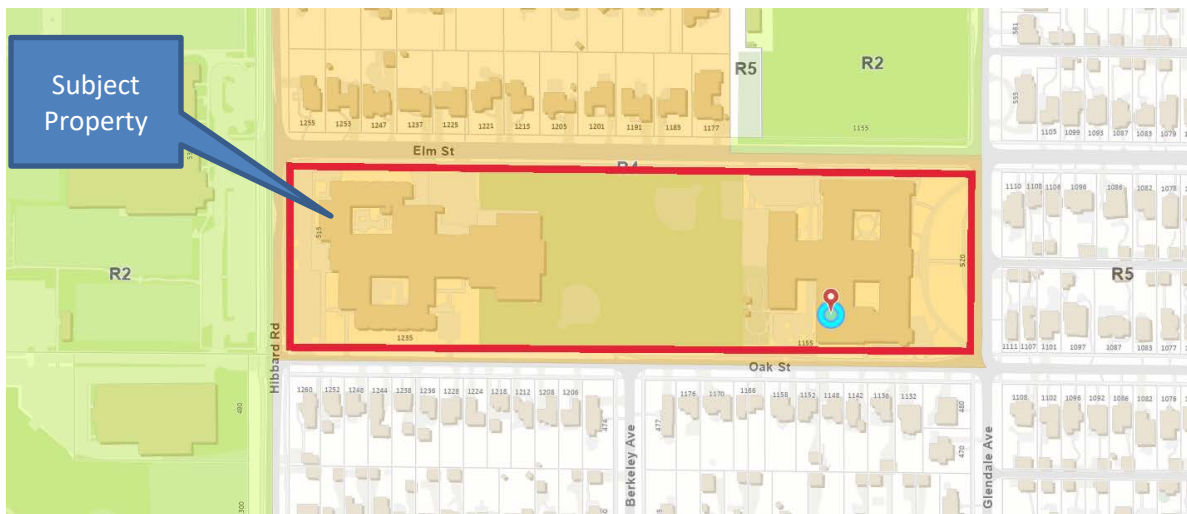


Figure 2 – Zoning Map

PROPERTY HISTORY AND PREVIOUS ZONING APPLICATIONS

Winnetka Public School Nursery (WPSN) was founded in 1927 by Dr. Carleton Washburne and Rose Alschuler, a national leader in nursery school education and founding member of the National Association for the Education of Young Children. With the exception of the 1980's when the school temporarily moved to Crow Island Elementary School due to an increasing student population, WPSN has operated out of The Skokie School.

In addition to zoning cases for the Subject Property specifically for District 36 uses, there is one previous zoning case specifically identified for WPSN. Ordinance M-21-2000 was adopted in September 2000 by the Village Council, granting variations to allow the construction of two replacement sheds in the outdoor play area of the WPSN. The approved variations were for (a) gross floor area; and (b) maximum permitted building height for a shed.

Figures 3 through 5 below and on the following page are photos of the site where the improvements are proposed.

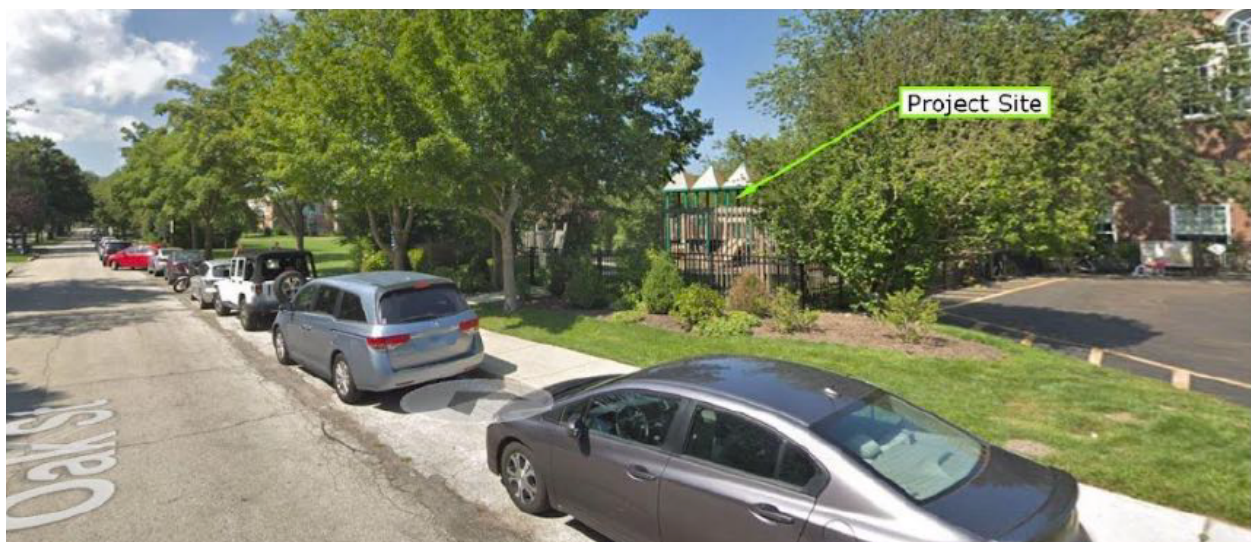


Figure 3 – Subject Property – WPSN Playground



Figure 4 – Subject Property – WPSN Playground



Figure 5 – Subject Property – WPSN Playground - Looking North

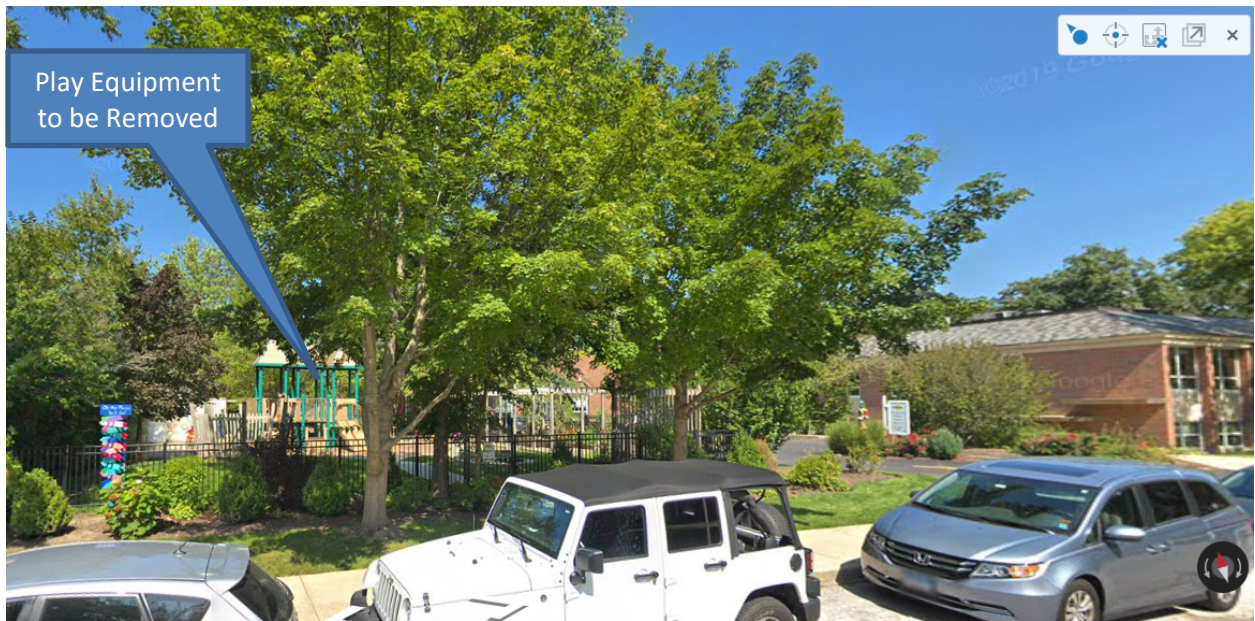


Figure 6 – Subject Property – WPSN Playground

PROPOSED PLAN

The Applicant is proposing improvements to the existing WPSN playground. The layout of the playground will remain essentially the same, with existing play equipment being removed and replaced with new pieces. The existing concrete paths through the play area will remain and the sand and mulch play surfaces will be replaced with new mulch and sand. There are two existing sheds in the play area that are proposed to be removed and replaced in generally the same size and location. The proposed sheds would be 9'-1" in height and be in a brown palette using SmartSiding. A 4' tall cedar fence is proposed between the two sheds. There is also an existing pergola within the play area that the Applicant is proposing to reduce in size, while maintaining the center portion of the pergola.

There are existing play pieces, which provide a setback of 10.8 feet from the south property line, that would be replaced with new equipment in generally the same location that would provide a front yard setback of 14.25 feet from the south property line along Oak Street. The proposed equipment is primarily constructed of Black Locust and includes the following:

- Playhouse
- Hammock poles
- Water & sand play area
- Bench
- Nest Swing
- Log Tunnel
- Bridge
- Log Climber with Roof
- Log edging
- Loose parts

In terms of landscaping, the Applicant is proposing removal of a 20" diameter silver maple. Village Forester, Andrew Lueck, has reviewed the plans and has indicated that removal of the tree will be allowed. Mr. Lueck noted that the tree is in good condition, but its root system is constricted and the tree is beginning to outgrow its space. Replacement with one (3" caliper) large-growing shade tree will be required. The Applicant will need to submit a tree removal permit to receive the necessary approval. Mr. Lueck also noted that the other trees in the construction zone will require preservation steps to be taken during construction.

The proposed site plan and a perspective of the proposed playground are provided on the following pages as Figures 7 and 8. Additional renderings of the proposed equipment, as well as photos of the equipment that is proposed to be removed, are provided in the application materials which are included in this report as **Attachment A**.

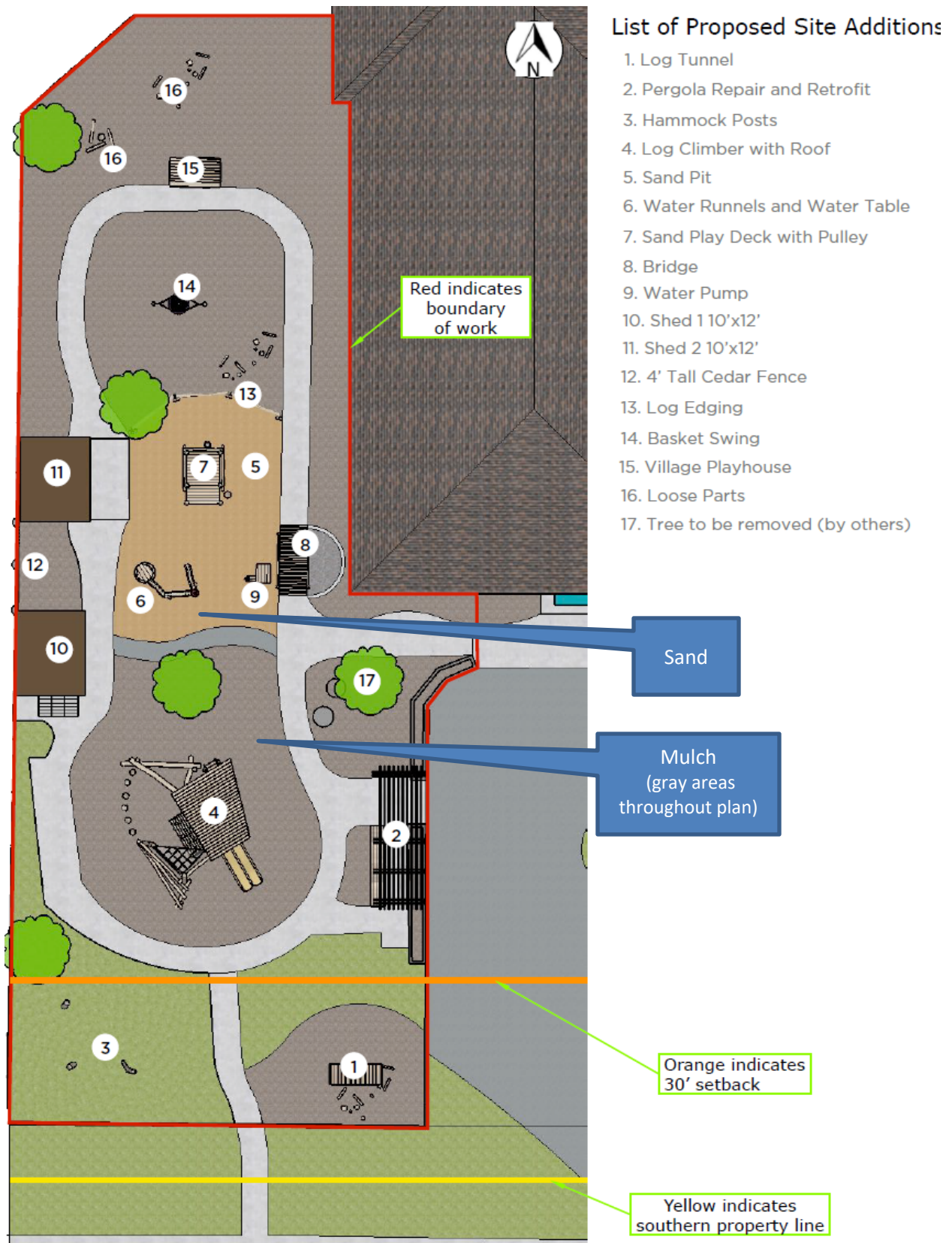


Figure 7 – Proposed Site Improvements



Figure 8 – Proposed Playscape Perspective

ZONING RELIEF

Although not part of the DRB's consideration, it should be noted that three variations are being requested to allow the proposed playground improvements to (i) exceed the maximum permitted roofed lot coverage (RLC) for the Subject Property; (ii) provide less than the minimum required front yard setback from Oak Street; and (iii) exceed the maximum permitted height for a shed. The existing improvements on the entire Subject Property are already nonconforming with respect to all three of these zoning standards.

CERTIFICATE OF APPROPRIATENESS CONSIDERATIONS

As established by the Village Code, the DRB is to consider the following four (4) factors in determining whether to grant a Certificate of Appropriateness:

“(1) whether the proposed external architectural features and site improvements are appropriate to and compatible with the character of the immediate neighborhood;”

“(2) whether the proposed external architectural features and site improvements are appropriate to and compatible with adopted Village plans for and improvements in the immediate neighborhood, and including both urban design and site arrangement considerations;”

“(3) whether the proposed external architectural features and site improvements are consistent with applicable Village design guidelines and such standards and criteria as may be adopted by the Board; and”

“(4) the probable effect of the proposed external architectural features on the integrity of the immediate vicinity.”

The Board will need to determine if the proposed playground improvements to the existing playground at Winnetka Public School Nursery located at 1155 Oak Street complies with the above standards.

RECOMMENDATION

At the May 16, 2024, DRB meeting, the Board is scheduled to consider the design of the Applicant's proposed playground improvements to the existing playground on the Subject Property.

After hearing from the Applicant and the public, the Board may decide to take action on one or two options:

- 1) Continue further review of the application to a date specific in order to provide the Applicant and/or staff additional time to address questions and comments from the Board; or
- 2) Adopt a motion to recommend approval or a motion to recommend denial of a certificate of appropriateness for the design of the proposed playground improvements to the existing playgrounds at Winnetka Public School Nursery located at 1155 Oak Street.

If the Board wishes to adopt a motion to recommend approval or denial, a Board member will want to make a motion such as the following:

Move to recommend **approval [denial]** of a certificate of appropriateness for the **design of the proposed playground improvements for the existing playground at Winnetka Public School Nursery located at 1155 Oak Street**, subject to the following conditions:

A. [If the Board chooses to place conditions as part of its recommendation of approval, it will want to include the conditions here.]

The Board's findings are based on evidence in the record, or a public document, and upon the following findings of fact:

- (1) the proposed external architectural features and site improvements are appropriate to and compatible with the character of the immediate neighborhood;*

- (2) the proposed external architectural features and site improvements are appropriate to and compatible with adopted Village plans for and improvements in the immediate neighborhood, and including both urban design and site arrangement considerations;*
- (3) the proposed external architectural features and site improvements are consistent with applicable Village design guidelines and such standards and criteria as may be adopted by the Board; and*
- (4) the probable effect of the proposed external architectural features on the integrity of the immediate vicinity.*

ATTACHMENTS

Attachment A: Application Materials

ATTACHMENT A

Village of Winnetka
CERTIFICATE OF APPROPRIATENESS APPLICATION

VILLAGE OF WINNETKA, ILLINOIS

DEPARTMENT OF COMMUNITY DEVELOPMENT

CERTIFICATE OF APPROPRIATENESS APPLICATION

Project Address: 1155 Oak Street, Winnetka, IL 60093

Name of Business(es): Winnetka Public School Nursery

Application is hereby made for the following work (please check all that apply):

- ☐ Sign Sign Permit Application attached? ☐
☐ Awning Awning Permit Application attached? ☐
☒ Other (general description) Removing and Replacing amenities and features from an existing playground

Please provide a detailed description of the proposed work (attach additional information such as material specifications, photographs, etc.): removing several playground features (play structures, sand boxes, swings etc) and replacing them with other amenities that are more suitable to the needs of the children who use the site.

I/We hereby certify that as _____(Lessee/Owner) of the property located at _____(address), I am/we are authorized to submit plans for alterations of the subject property. I/We agree to perform the subject work in accordance with the conditions of approval by the Winnetka Design Review Board as well as all other applicable codes, rules and regulations of the Village of Winnetka.

SIGNED _____

PRINTED NAME(S) _____

ADDRESS _____

PHONE NO. _____

EMAIL _____

4121 S. 6th Street

414-322-3227

philip@grgplayscapes.c

FOR OFFICE USE ONLY

COA applied for (date): _____

COA Case Number: _____

COA Issued (date): _____

PRIMARY DESIGN FIRM GRG Playscapes

CONTACT NAME Philip Cox

ADDRESS 4121 S. 6th Street

Milwaukee, WI 53221

PHONE NO. 414-322-3227

EMAIL philip@grgplayscapes.com



Dave Kreuter
GRG Playscapes
4121 S. 6th Street
Milwaukee, WI 53221

Dear Dave:

The Winnetka Public Schools District 36 has seen your plans for the playground at the Winnetka Public School Nursery, located at The Skokie School. The District is supportive of the playground update, and approves of the project. I hope you have a smooth project, and if there is anything else that is needed please feel free to reach out to me.

Sincerely,



Brad Goldstein

CFO

Proposed Project Description

Site Address: 1155 Oak St, Winnetka, IL 60093

Site Administrator Contact: Anna Henerey

Property owner: Winnetka Public Schools

Designer name: GRG Playscapes, Pat McInerney_CPSI (Certified Playground Safety Inspector)

Builder name: GRG Playscapes

1 Scope Of Work

The scope of work area is represented in the following document. The site is approx. 10,000 sq ft and the site is currently an oval network of concrete sidewalks dividing mulched areas, sand play, and grassed areas. The proposed project layout is essentially the same as it is now. We're removing items and replacing them with similar but more functional and aesthetically pleasing versions.

Everything in the current playground site will be demolished except for the following items

- The perimeter fence
- The pergola, which is be repaired
- The concrete pathways
- The concrete slabs under the sheds
- A piece of existing equipment designed for water play will be reused

The new equipment we're adding to the site is described below in section:

- A playhouse
- Hammock Poles
- Water & Sand Play Area
- Bench
- Nest Swing
- Log Tunnel
- Bridge
- Log Climber with Roof
- 2 replacement sheds
- 4' Tall Cedar Fence
- Log Edging
- Loose Parts

2. Excavation

GRG will excavate soil from multiple areas on the site to prepare the space and adhere to Use Zone/Fall Zone requirements. In areas around the swing, the slide, playground regulations stipulate that we excavate to minus 12" for these Fall Zones. This provides for the proper depth of the EWF/Mulch safety surfacing. All spoils will be removed from the site in a timely manner. A dumpster will be on-site and placed in the parking lot (the precise location is TBD).

There is a possibility that a charity contractor called “Kids Around the World” will dismantle and remove the swing and the large Play Structure, see page 22. This company refurbishes old play equipment and provides it to disadvantaged children in impoverished nations.

3. Drainage and Water Management

GRG will not be installing drain tile or incorporating any other method to evacuate water off of the premises. Within each Use Zone/Fall Zone, we will install an additional base layer 4” of clear stone, totaling Use Zone excavation depth to 16”. This clear stone acts as a large dry well that serves to direct water down into the aquifer instead of into the storm sewers or runoff on the surface.

4. Materials

All log material used by GRG is Black Locust. Robinia Psuedoacacia, (Black Locust) is a leguminous tree native to North America. It shares the distinction with Osage Orange of being the most rot-resistant wood species on the continent. It’s also exceptionally hard and has an extremely high modulus of elasticity. Black Locust can last rot-free outdoors for 50 or more years without preservative. More specific information on Robinia Psuedoacacia can be found in our material submittals (discussed below).

No, glues, sealers, pesticides, chemicals or any other product harmful to people or the environment will be used beside common treated lumber (ACQ, which is the most common wood treatment). GRG strives to hide all treated lumber behind Cedar or Black Locust whenever possible so that children are exposed as little as possible, and for aesthetic reasons.

Six Standards

1. Public Health, Safety, Comfort, Morals, and General Welfare:

The proposed playground design prioritizes public health and safety by introducing natural play elements such as the black locust log climber and cedar structures, which provide sturdy and tactile surfaces for children to explore. These features encourage gross motor play and interaction with nature, promoting physical activity and cognitive development in a safe and nurturing environment. Additionally, amenities like the sand play area with water runnels and pump contribute to sensory stimulation and imaginative play, enhancing the overall comfort and well-being of visitors.

2. Impact on Other Properties:

The replacement of the plastic and metal play structures with natural amenities like the log climber, wood bridge, and log tunnel improves the aesthetic appeal of the immediate vicinity while minimizing the impact on neighboring properties. Careful consideration has been given to sightlines for caregivers, ensuring supervision without compromising the sense of autonomy for children engaging in dramatic play within the playhouse or sand play area. The integration of black locust slab bench offers seating for caregivers while complementing the natural landscape, preserving property values and enhancing the enjoyment of the space for all.

3. Impact on Development:

The playground design seamlessly integrates with the surrounding environment, particularly with the mature trees on-site. Features such as the log climber and wood bridge are carefully positioned to maximize interaction with nature, providing opportunities for children to explore and learn in a natural setting. The open-ended creative play experience facilitated by amenities like the log tunnel and playhouse encourages children to engage with their surroundings while fostering a sense of wonder and curiosity, complementing rather than impeding future development plans for the area.

4. Traffic Congestion:

This playground has existed on this site for many years and doesn't affect traffic on the adjacent road or parking lots. The layout of amenities has been thoughtfully planned to optimize space utilization and pedestrian circulation, with consideration given to ingress and egress points.

5. Infrastructure and Facilities:

The utilization of dry wells ensures effective drainage without compromising the integrity of the site or existing infrastructure and discourages and often eliminates surface water runoff. The replacement of sheds with new ones further enhances the operational capacity of the playground, ensuring that utilities and storage facilities meet the demands of the special use without detracting from the overall visitor experience.

6. Other Considerations:

The playground design fosters high levels of engagement through an open-ended creative play experience, where children can explore, imagine, and create meaning through their interactions with natural materials and features. The design philosophy prioritizes gross motor play and interaction with nature, providing opportunities for children to develop physical skills, social connections, and emotional resilience in an unstructured and supportive environment. By encouraging exploration and discovery, the playscape nurtures a sense of curiosity and wonder, fostering a lifelong appreciation for the natural world and the power of imaginative play.

Statement on our Design Philosophy

An Outdoor Play Revolution

We've spent a lot of time over the years observing children at play. With this, certain themes have emerged and these elements are the basis of our approach to any play space, large or small. These seven concepts drive our evaluation of what exists and our imagination for what could be.

Landscapes into Playscapes

Create a world for children to enter and their whole self will be immediately engaged. We accomplish this by using the Whole Space: this approach eliminates underused zones and often includes topographical interest with hills, banks, and berms. The **playground** becomes a **playscape**, activity is dispersed throughout the entire space and boredom is a thing of the past.

Open -Ended Play

A properly designed and built playscape can have a huge impact on the development of a child's executive functioning skills. This is accomplished by trusting children to make choices, take risks and develop the physical, cognitive and social skills needed to navigate a creative environment. Our spaces are not scripted, closed- loop environments, rather they encourage high levels of engagement through an open- ended creative play experience.

Nature

GRG's playscapes are built with time tested natural materials that are gentle to the touch and highly creative in form. A natural space creatively designed with the use of nature's building blocks gives kids a break from the highly artificial world. Nature has been proven to have healing effects, decreases stress and gives children a greater appreciation for the environment. Using nature as a building block for play environments elicits a sense of wonder; a key component of self discovery.

Adventure Play

Adventure components encourage gross motor movement, such as climbing, jumping, running, swinging, balancing, and building upper body strength. Adventure is the exhilaration of movement and the challenge of building physical strength and skill.

Village Play

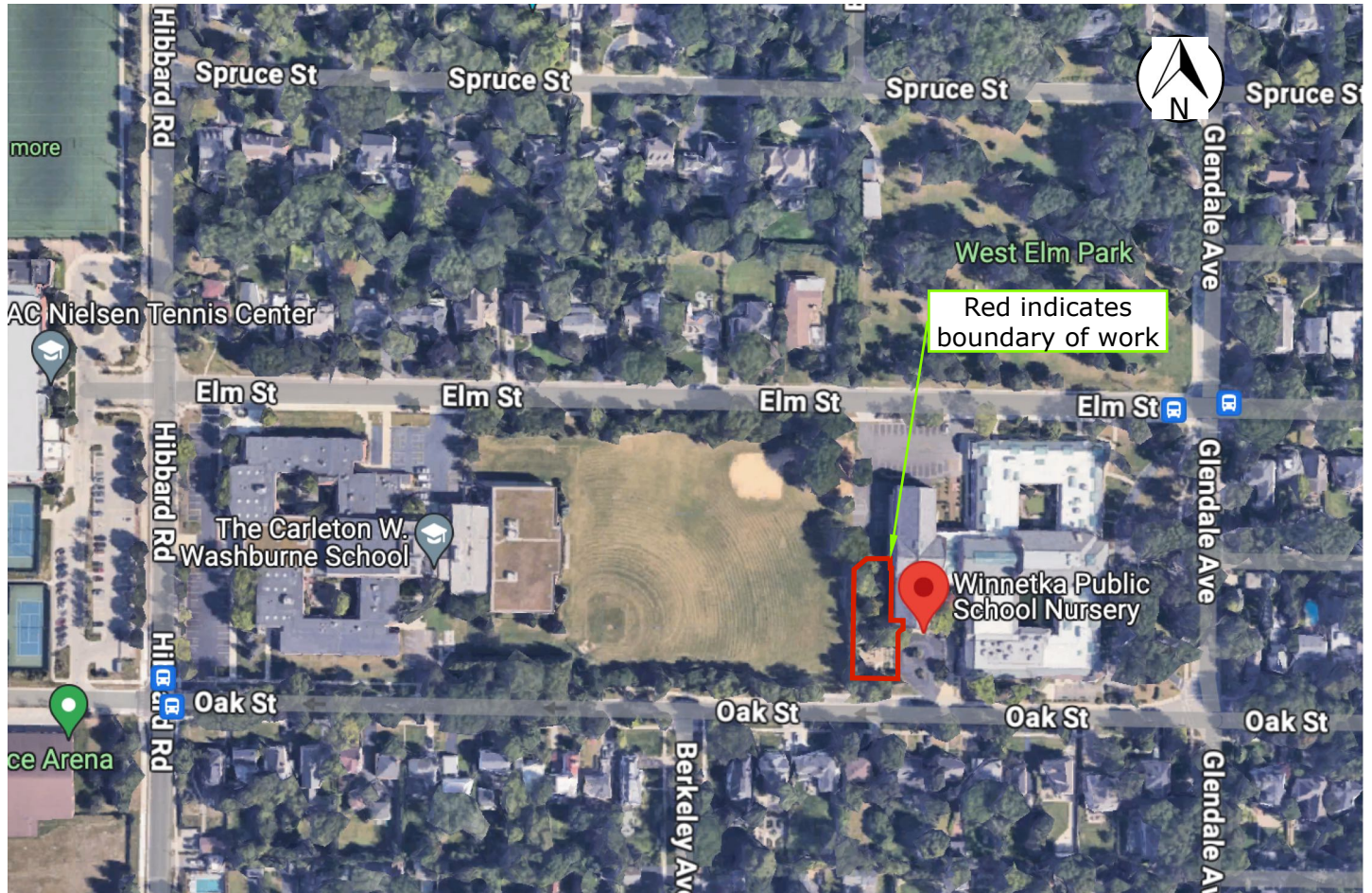
Village components encourage imaginative and dramatic play. These are the forts, the play houses, the bustling common areas or the peaceful retreats. This is the world where stories are created, dramas unfold, and children make meaning through creation and relationships.

Loose Parts

Loose Parts in a natural playground, such as stumps, wooden blocks, sand, branches and even tricycles are the perfect media for unscripted, imaginative play. Building and rebuilding again, kids are inspired to collaborate and continually make the space their own. This initiates a greater use of language and problem solving and allows children a sense of autonomy.

Caregiver Experience

Caregiver experience measures how the childcare providers interact with the space. An enriching space should be comfortable, easily supervised, generally enjoyable and adaptable for a variety of activities to compliment indoor learning experiences. We transform “no” spaces (outdoor areas that are unorganized, unsafe and fragmented) into “yes” playscapes that encourage quality interaction between child and caregiver.





Views From the Road South of the Site (Oak Street)



List of Proposed Site Additions

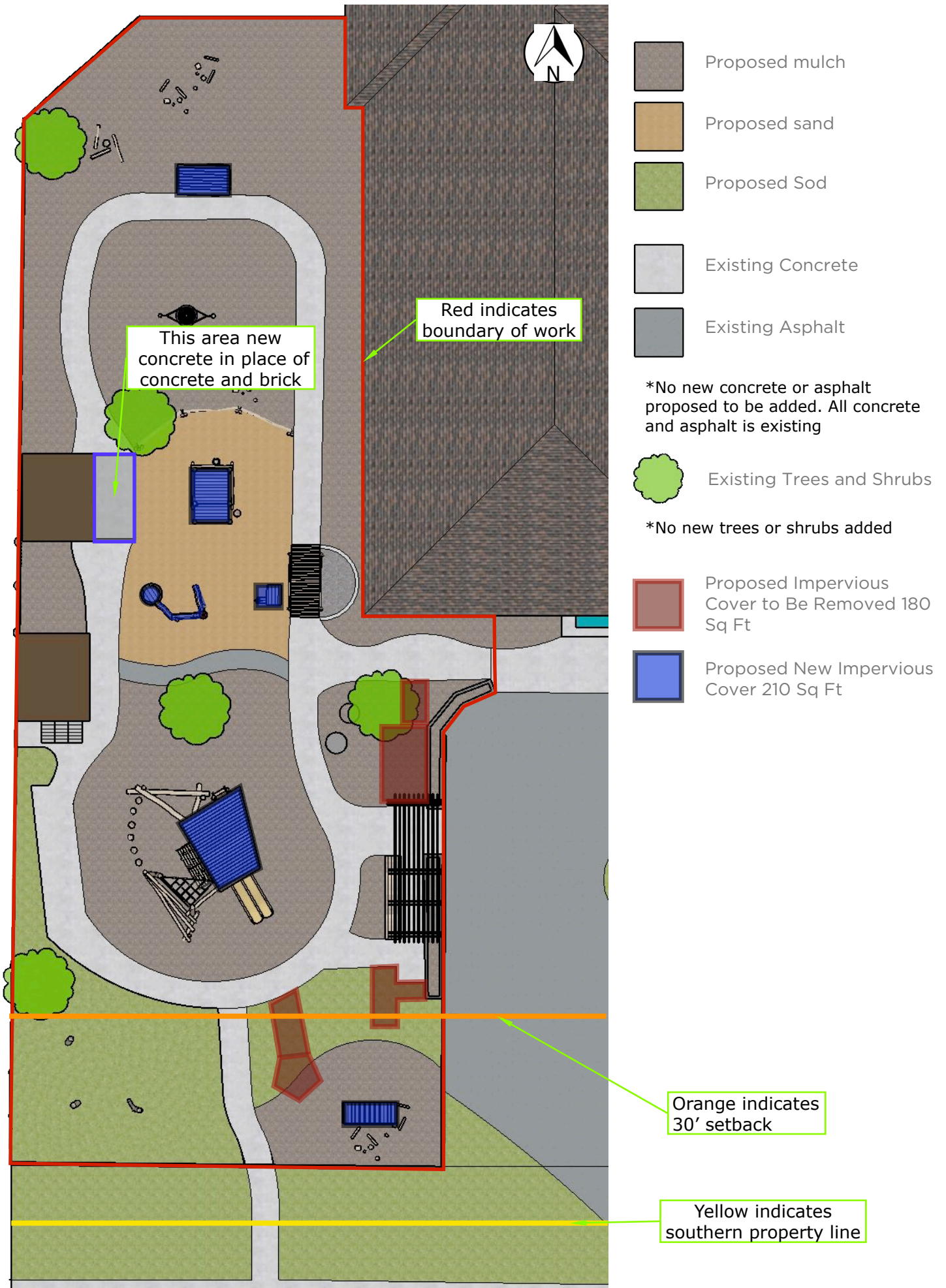
1. Log Tunnel
2. Pergola Repair and Retrofit
3. Hammock Posts
4. Log Climber with Roof
5. Sand Pit
6. Water Runnels and Water Table
7. Sand Play Deck with Pulley
8. Bridge
9. Water Pump
10. Shed 1 10'x12'
11. Shed 2 10'x12'
12. 4' Tall Cedar Fence
13. Log Edging
14. Basket Swing
15. Village Playhouse
16. Loose Parts
17. Tree to be removed (by others)

Red indicates
boundary
of work

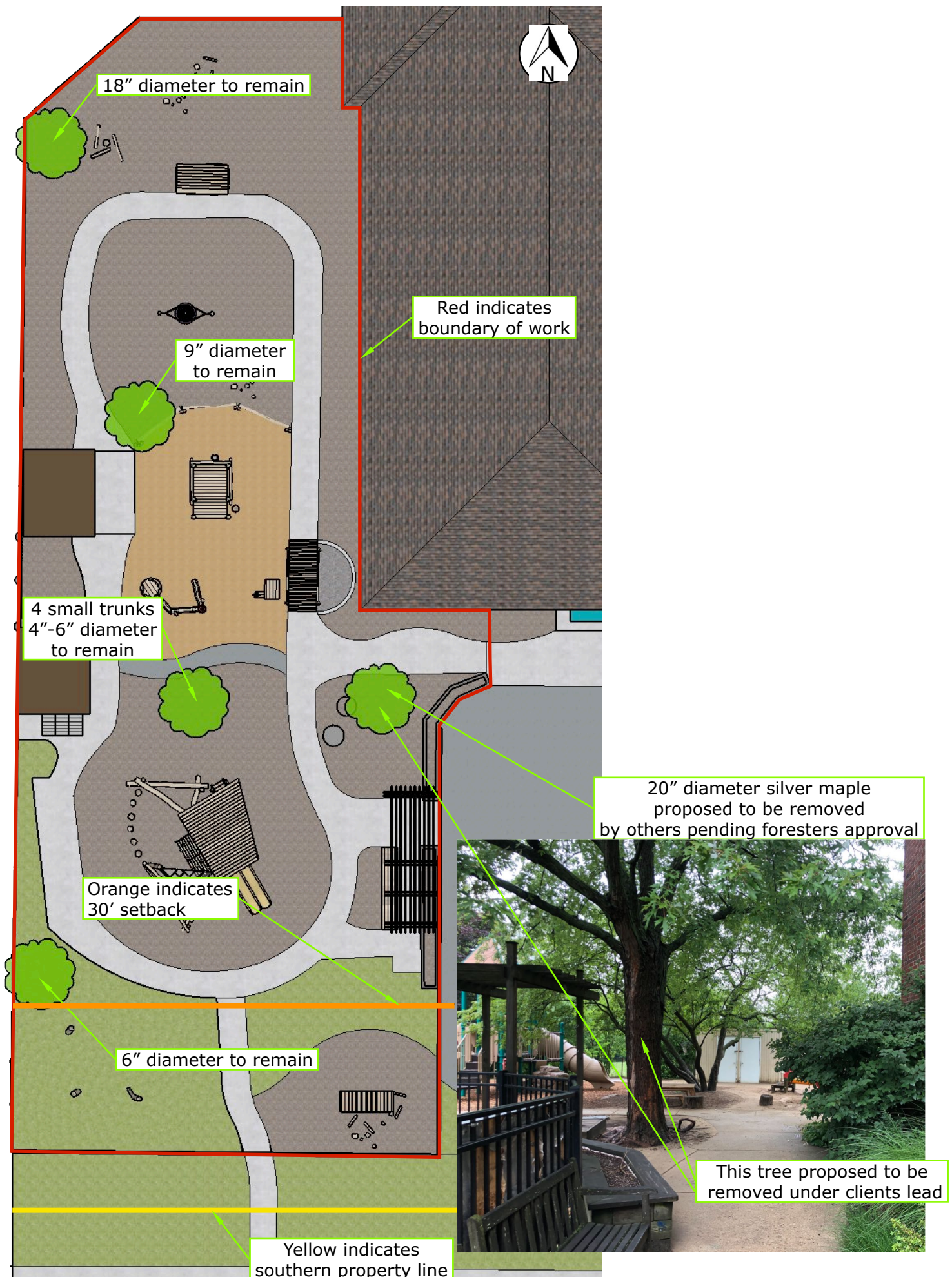
Orange indicates
30' setback

Yellow indicates
southern property line

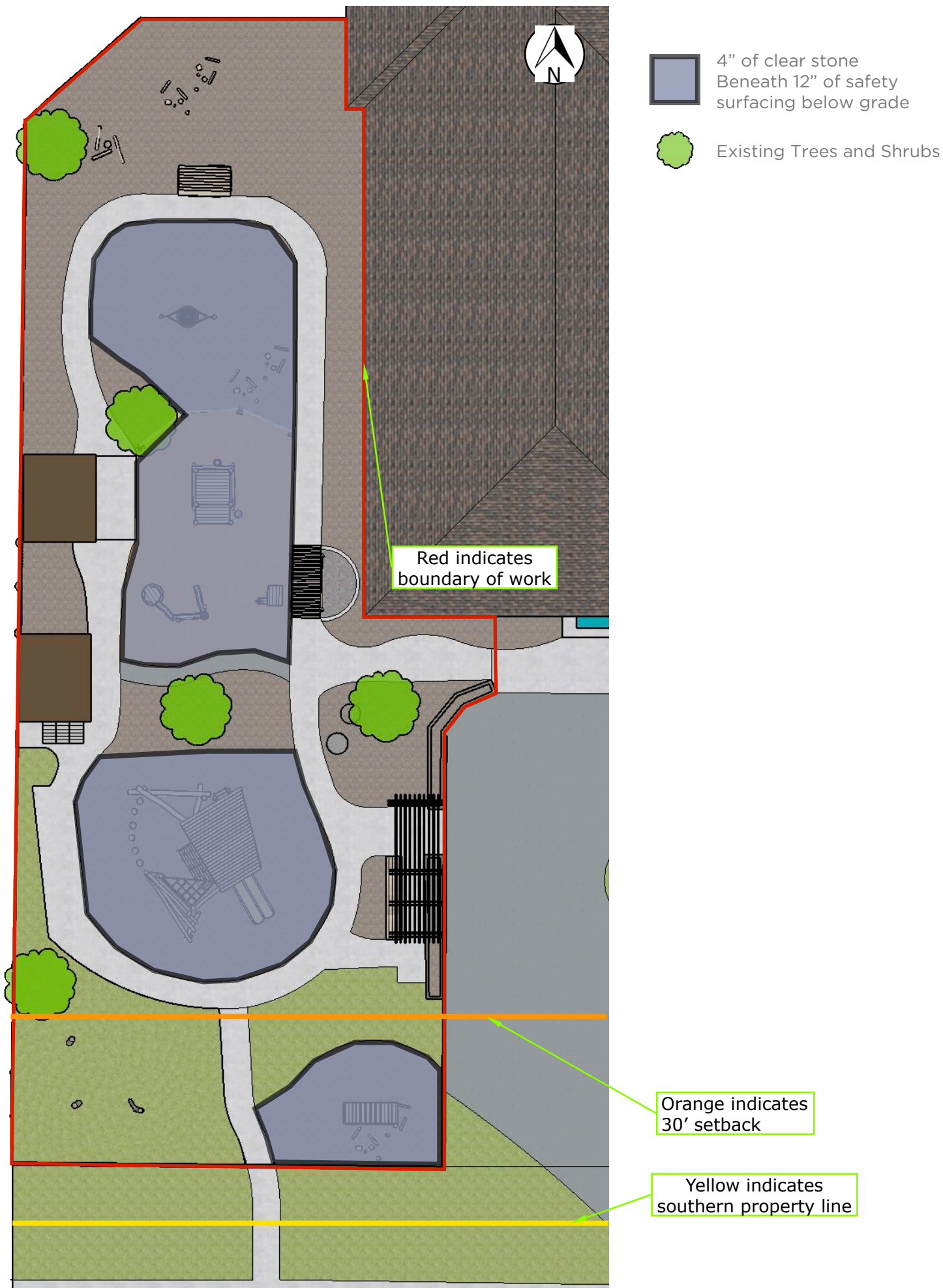
Plan Showing Proposed Site Improvements



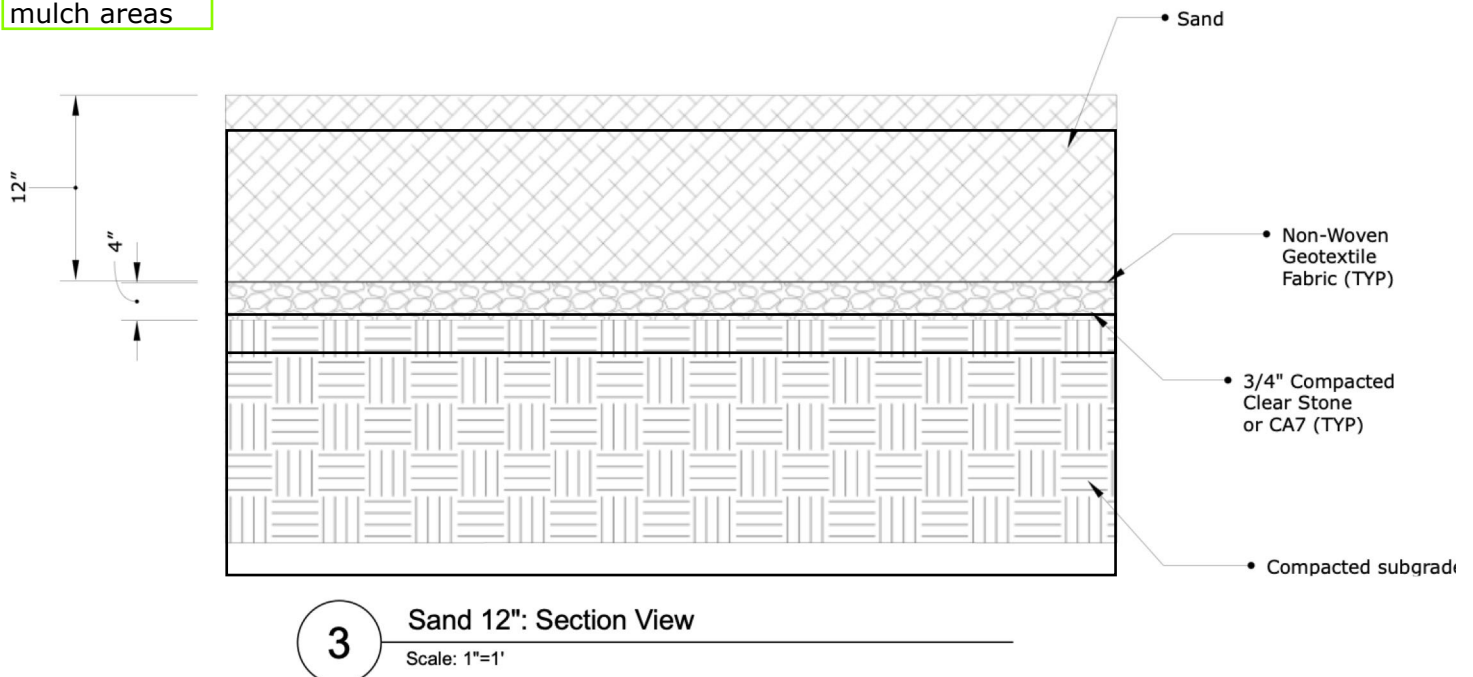
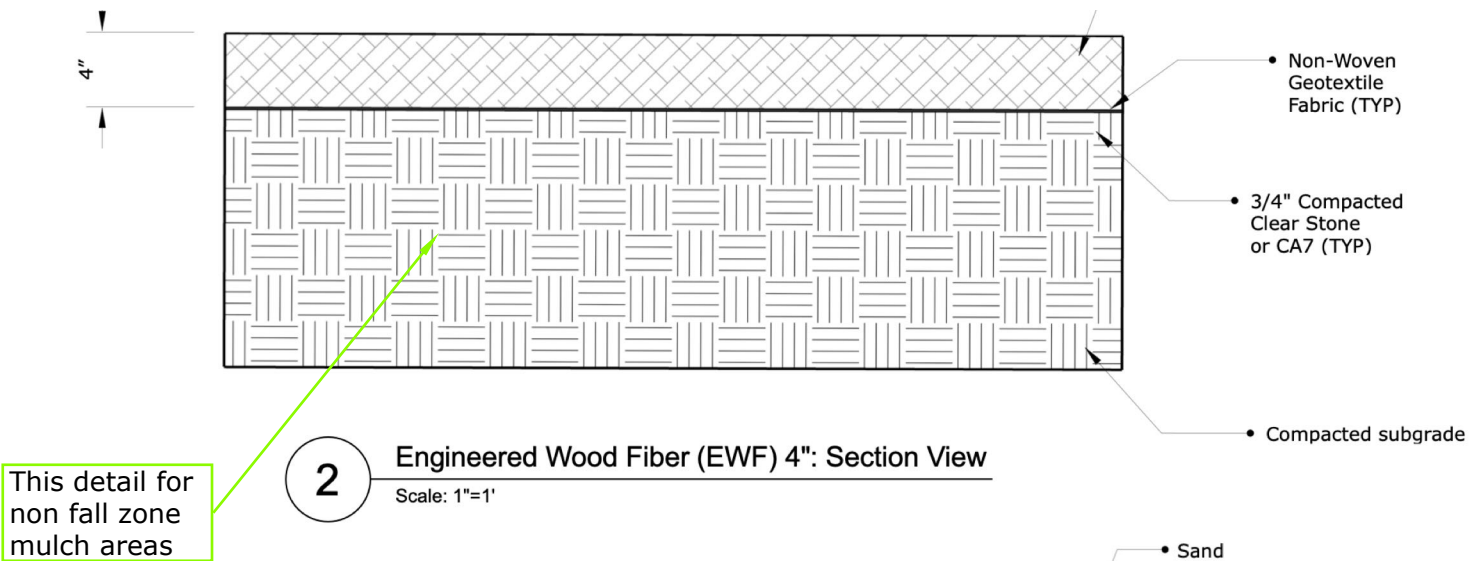
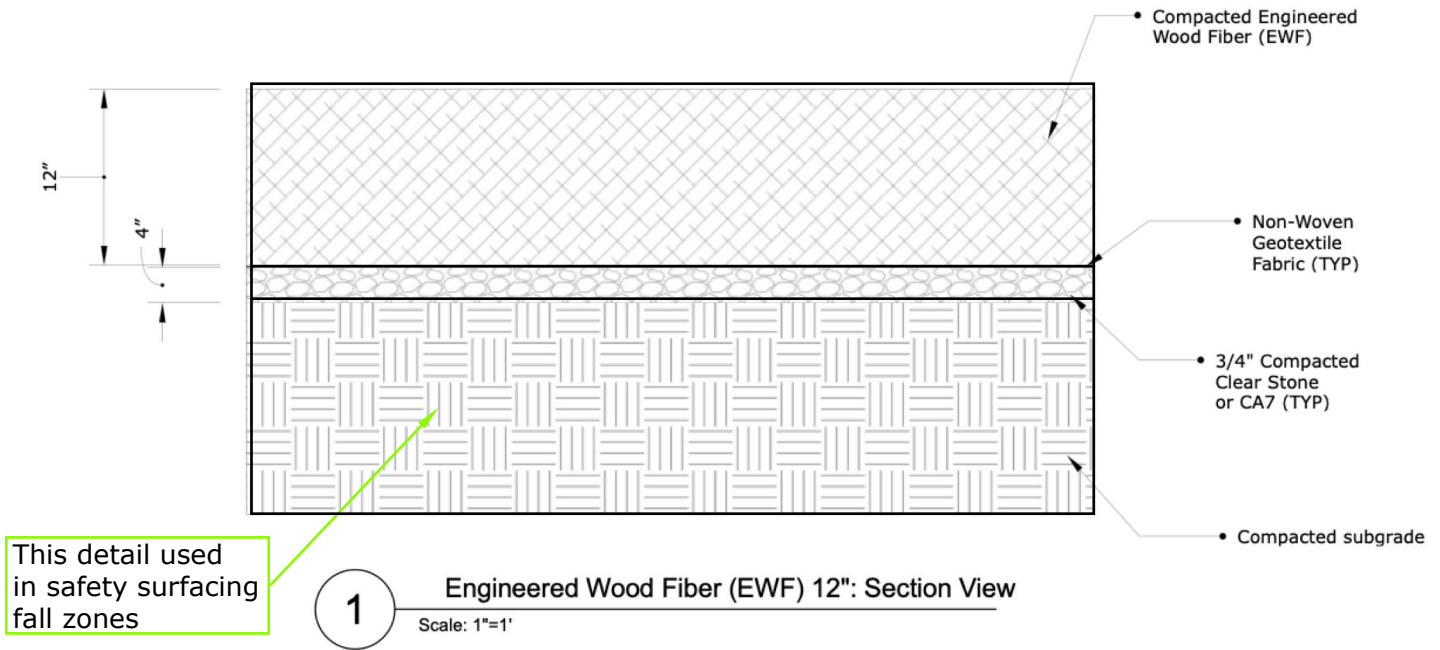
Plan Showing Proposed Surfacing and Impervious Cover



Existing Trees and Diameters



Proposed Clear Stone and Safety Surfacing Location

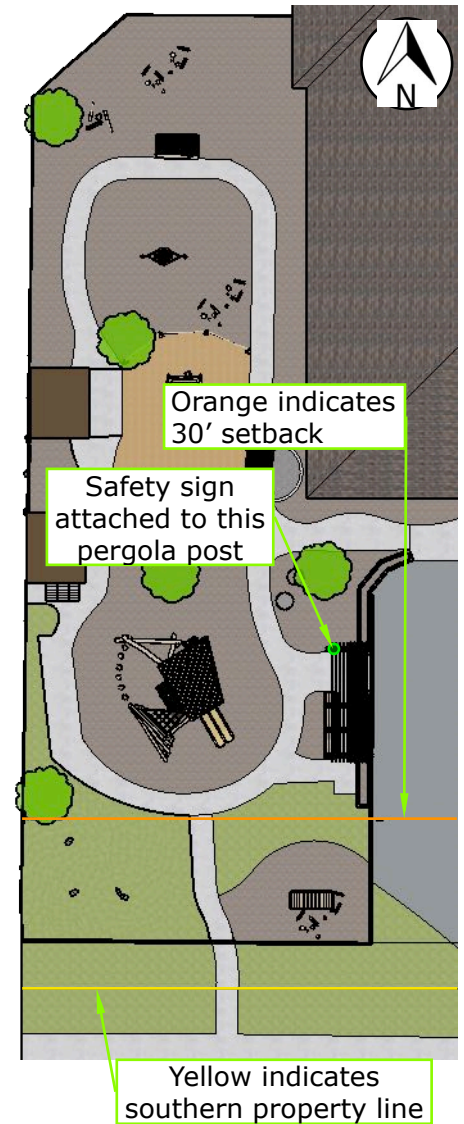


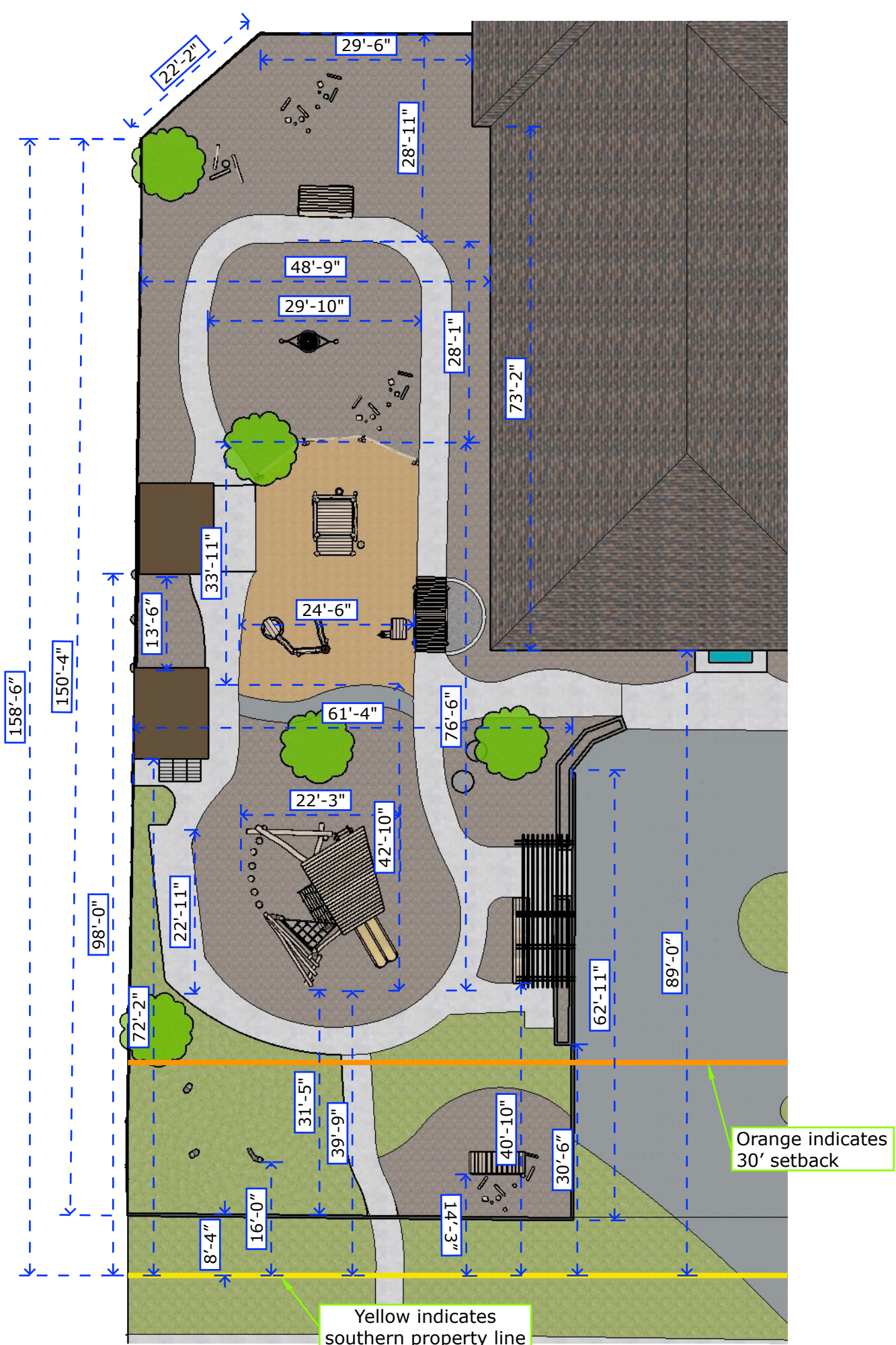


The green sign is made of Metal Max and Scotchcal High Tack Graphic Film.
The sign is made of aluminum.
Will be installed 4' high on existing pergola post



Proposed Safety Sign





Proposed Site Overall Dimensions



Proposed Playscape Overview Perspective



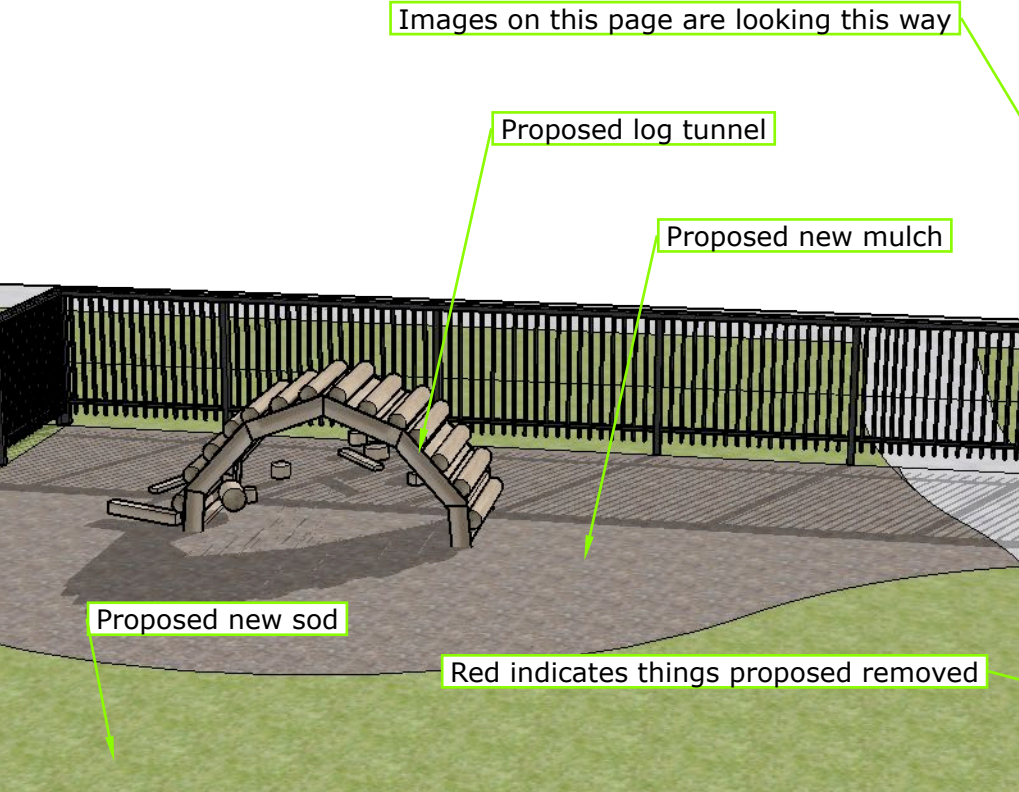
Corner stage proposed to be removed

Sand pit proposed to be removed

Concrete proposed to be removed

Southeast Corner Existing Conditions

Image shows existing site. Red shows what we propose to remove



Images on this page are looking this way

Proposed log tunnel

Proposed new mulch

Proposed new sod

Red indicates things proposed removed

Southeast Corner Proposed Changes

Yellow indicates southern property line



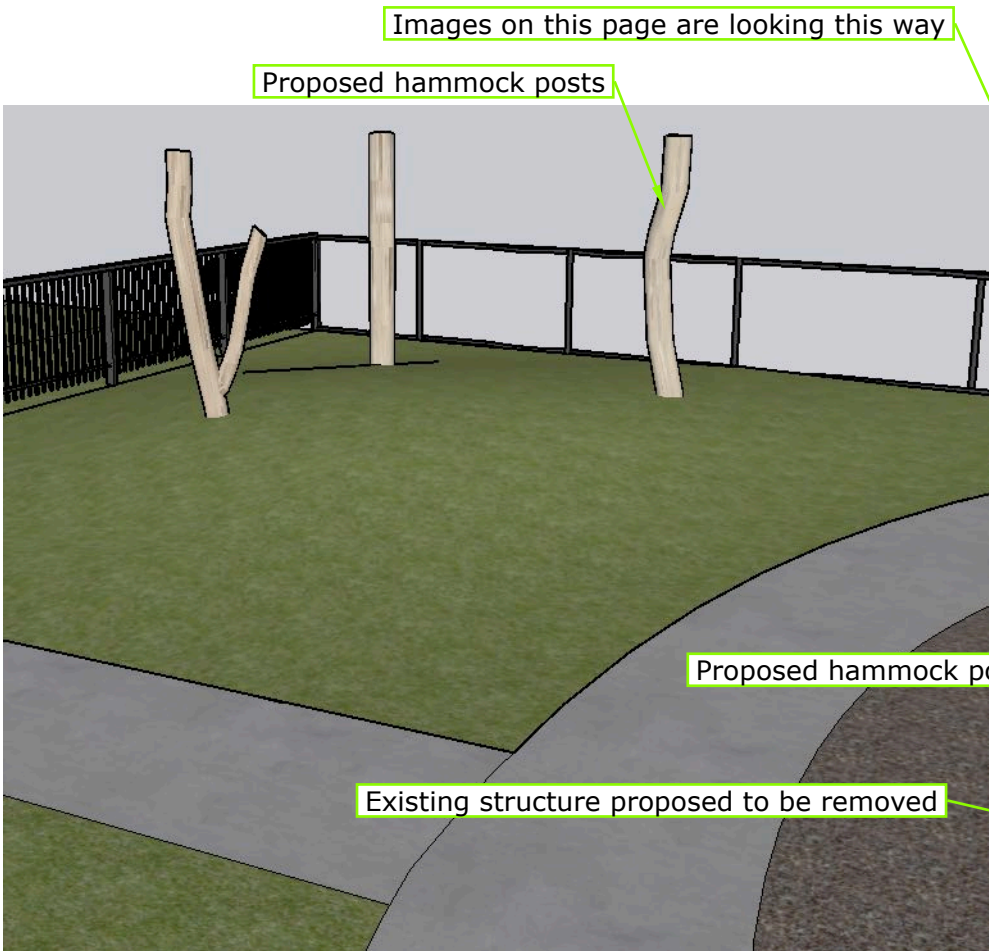
Orange indicates 30' setback

Proposed log tunnel



Southwest Corner Existing Conditions

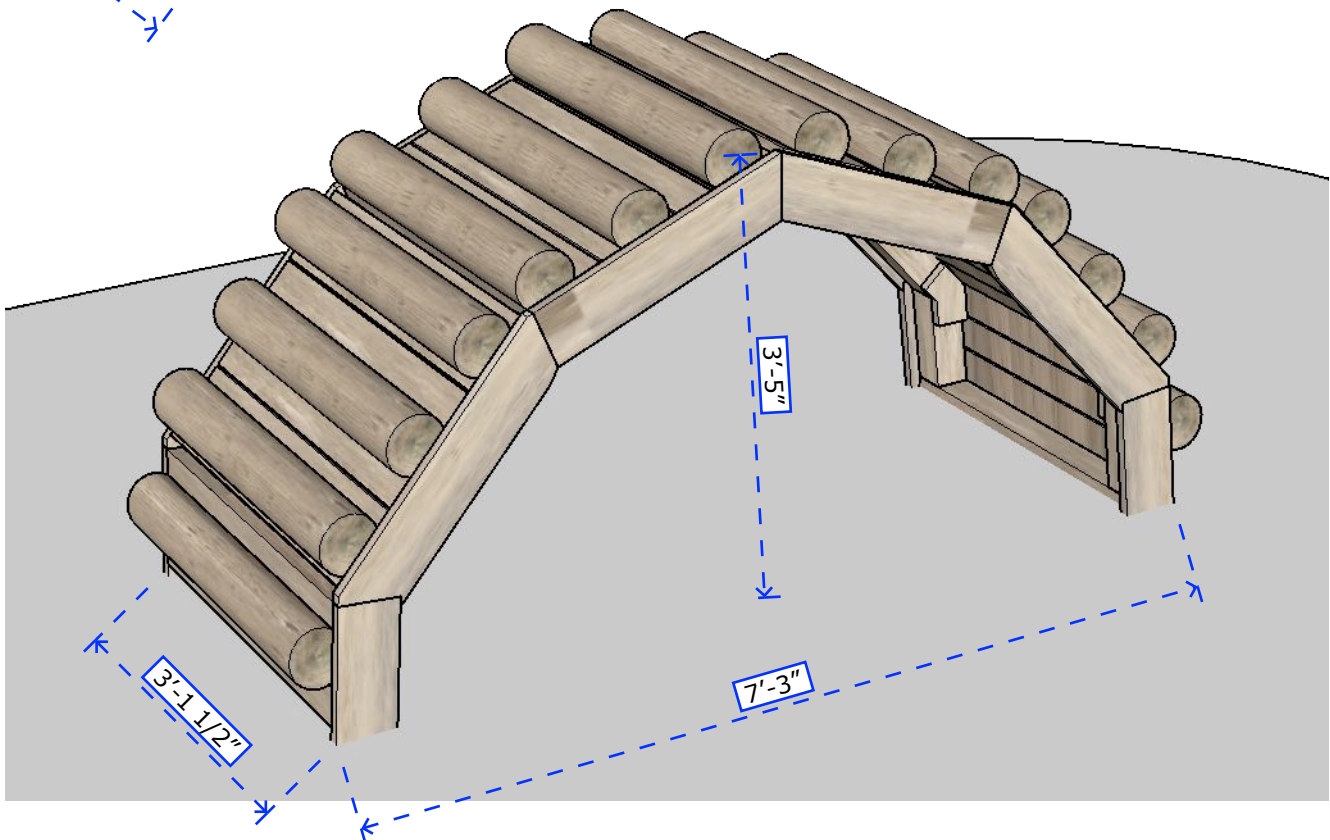
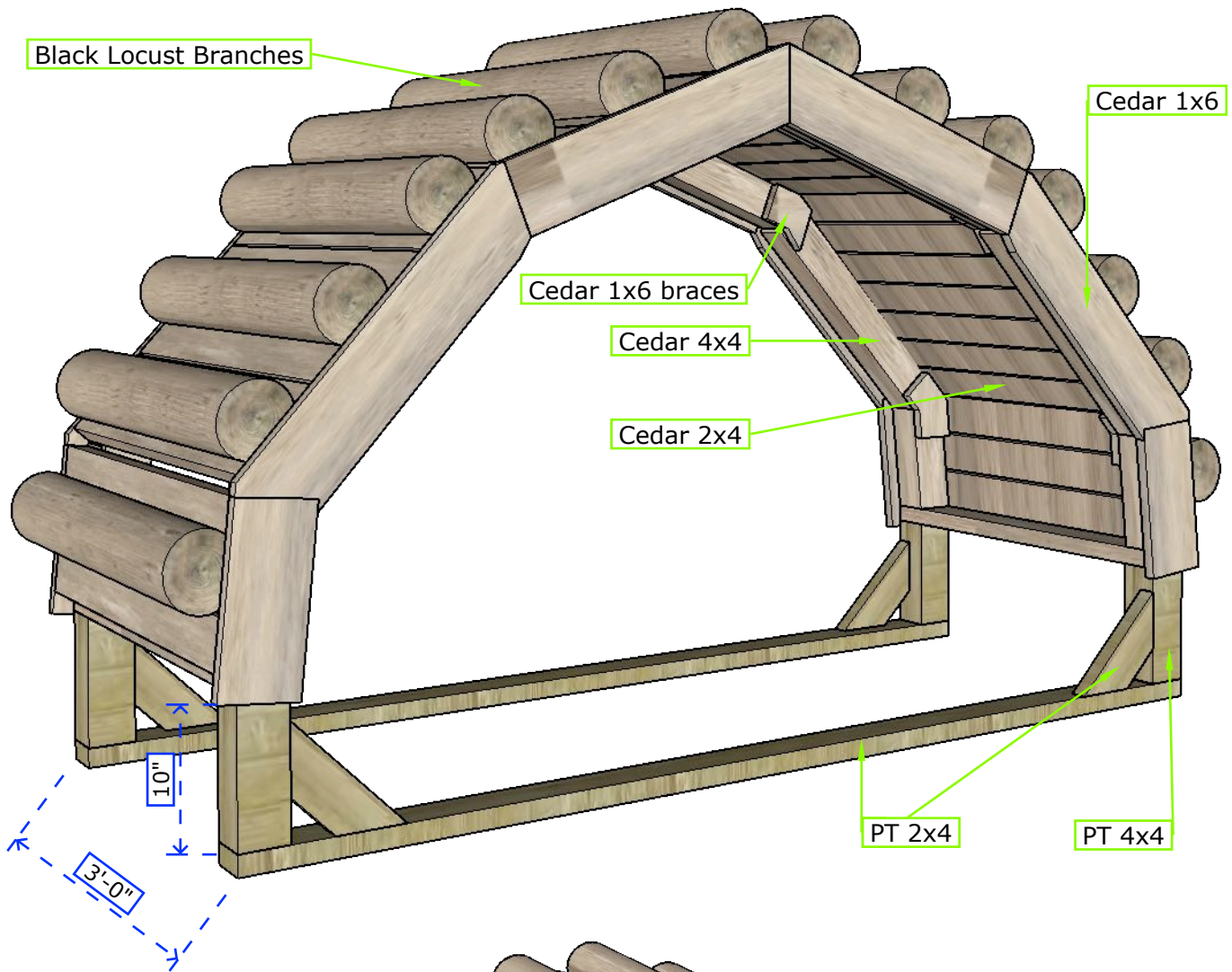
Image shows existing site. Red shows what we propose to remove



Southwest Corner Proposed Changes

Yellow indicates southern property line

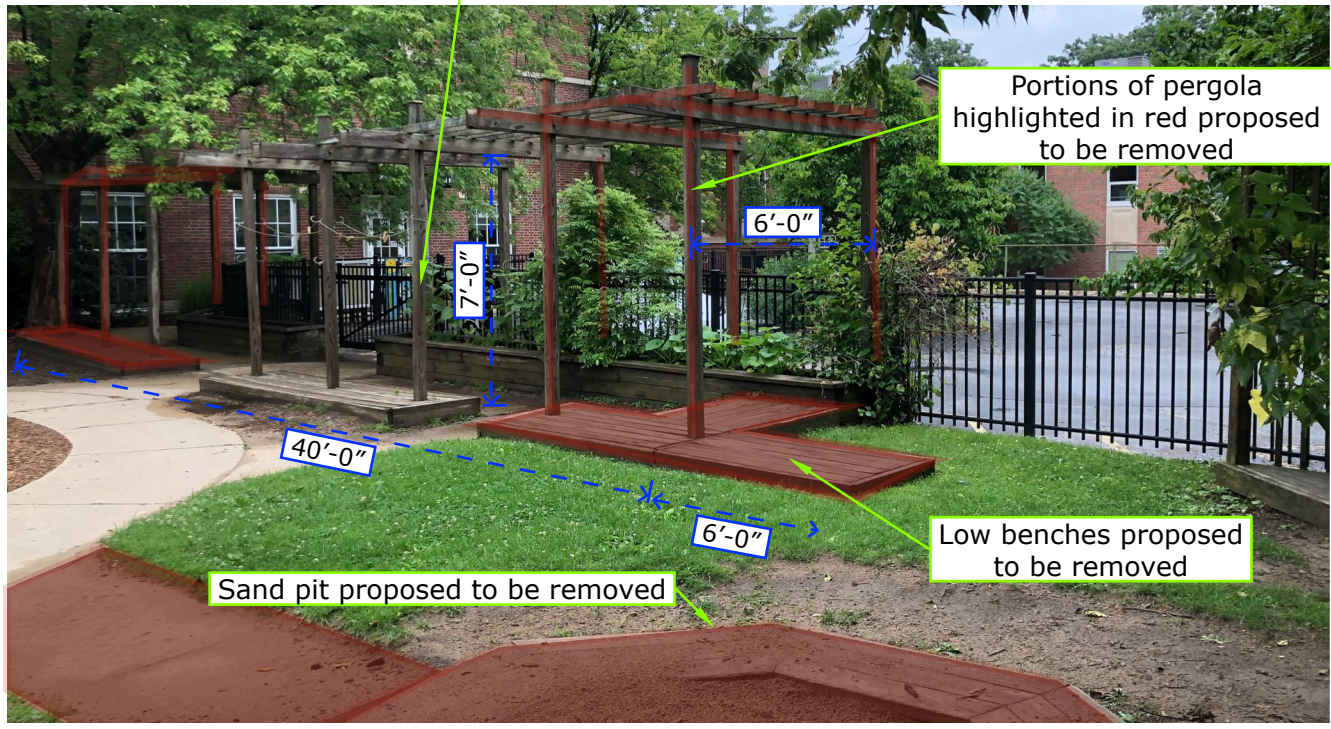
Log tunnel



Log Tunnel Detail

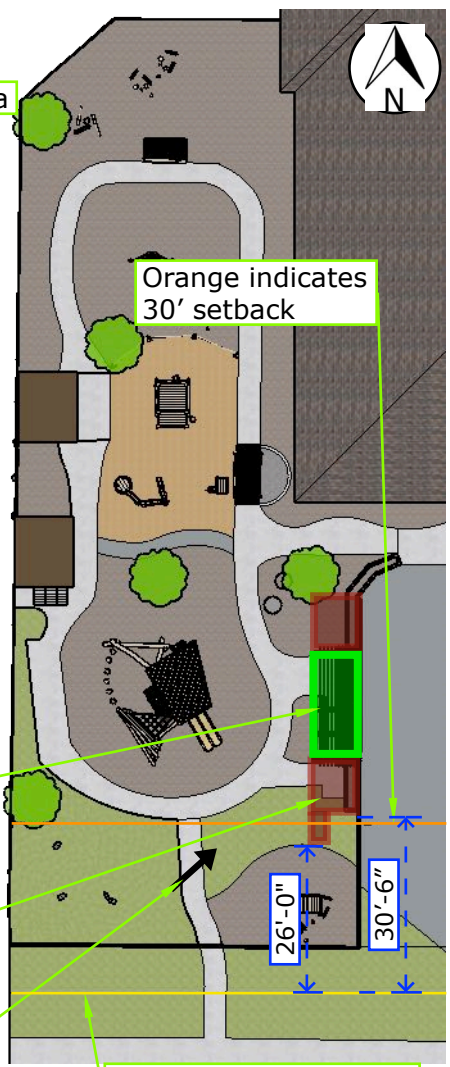
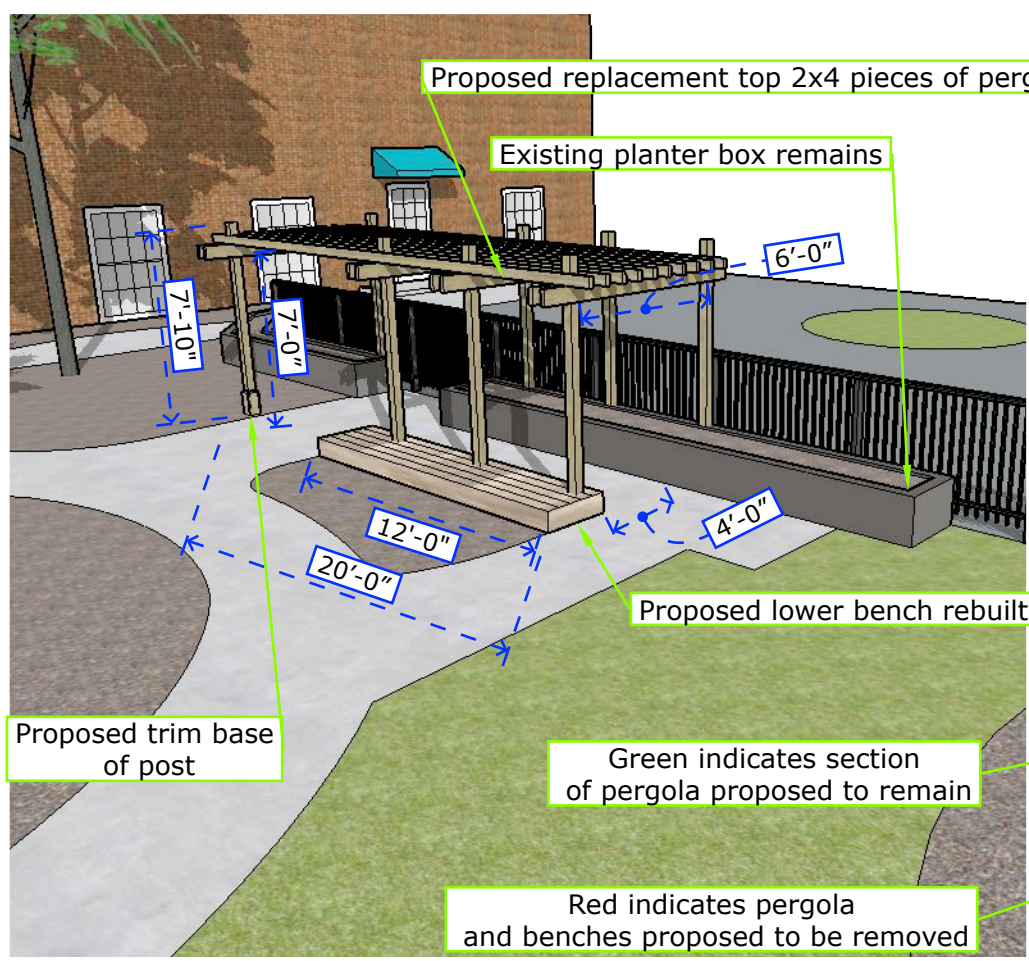
Section of pergola proposed to remain

Portions of pergola highlighted in red proposed to be removed



Southeast Pergola Corner Existing Conditions

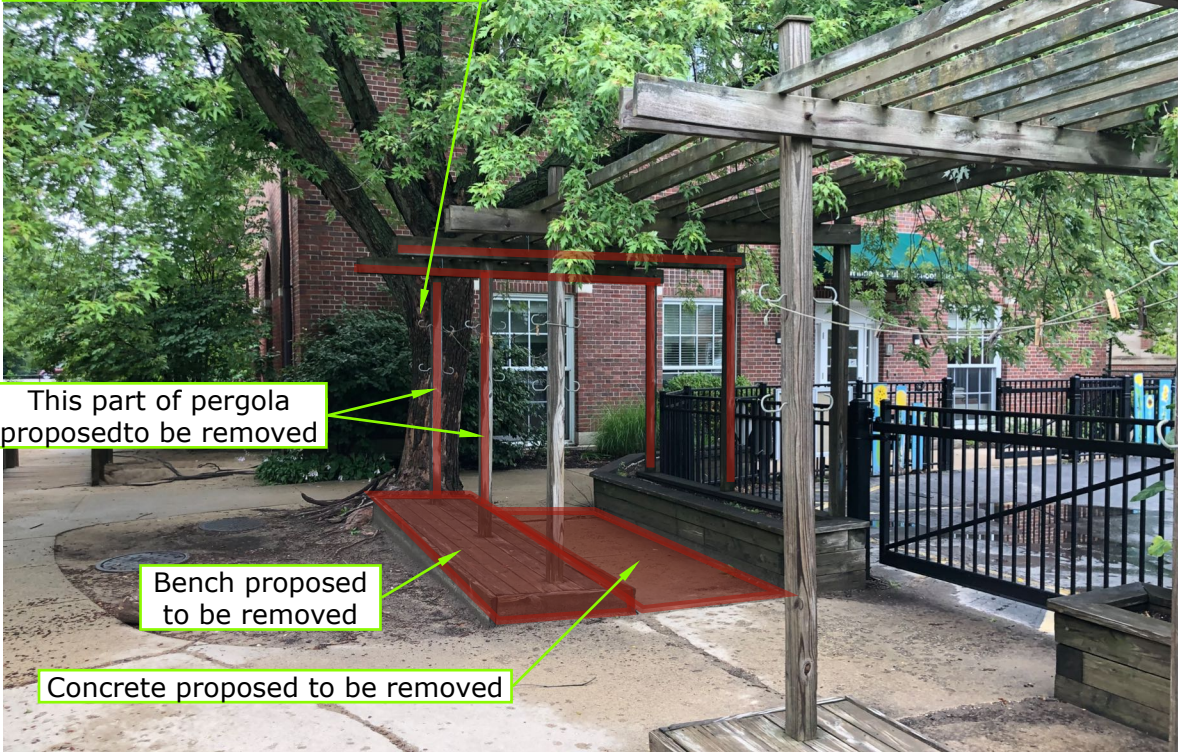
Image shows existing site. Red shows what we propose to remove



Southeast Pergola Proposed Changes

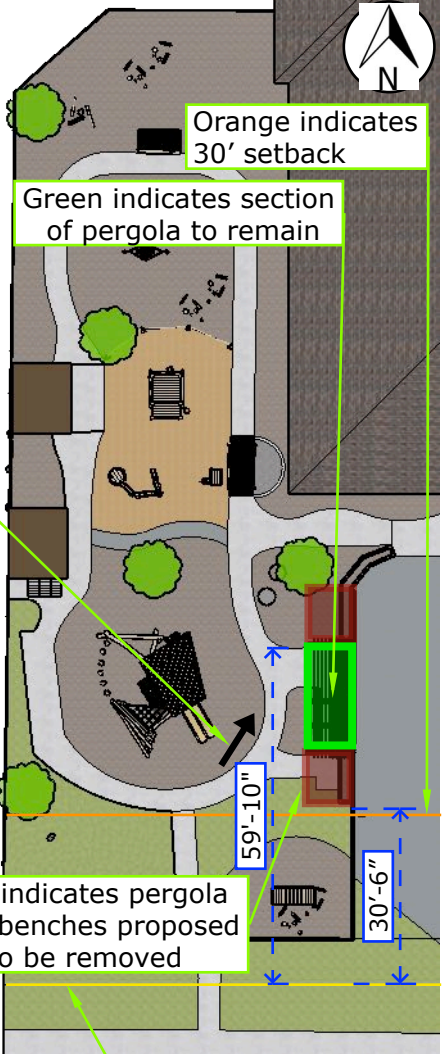
Images on this page are looking this way

Existing silver maple tree removed pending forester approval



Southeast Pergola Corner Existing Conditions 2

Image shows existing site. Red shows what we propose to remove



Southeast Pergola Proposed Changes 2



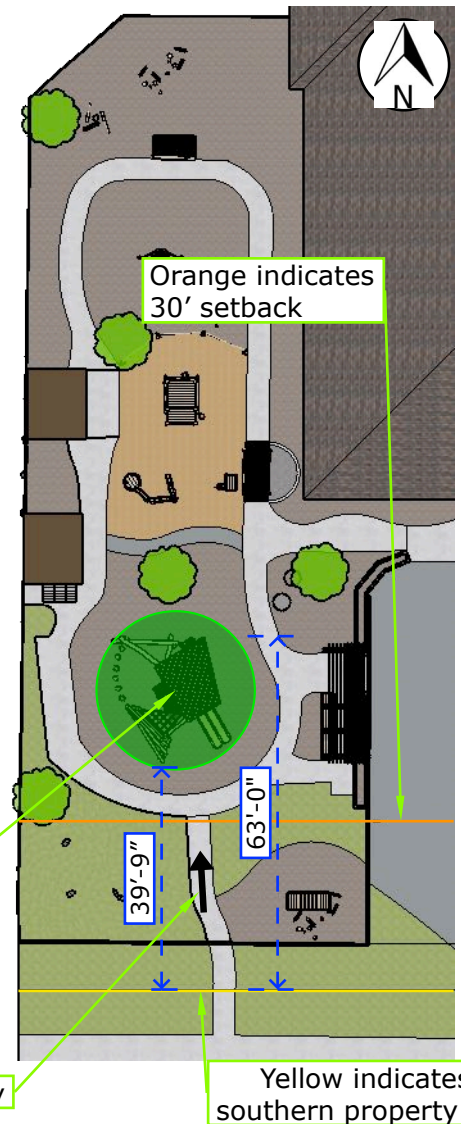
Climbing Structure Existing Conditions

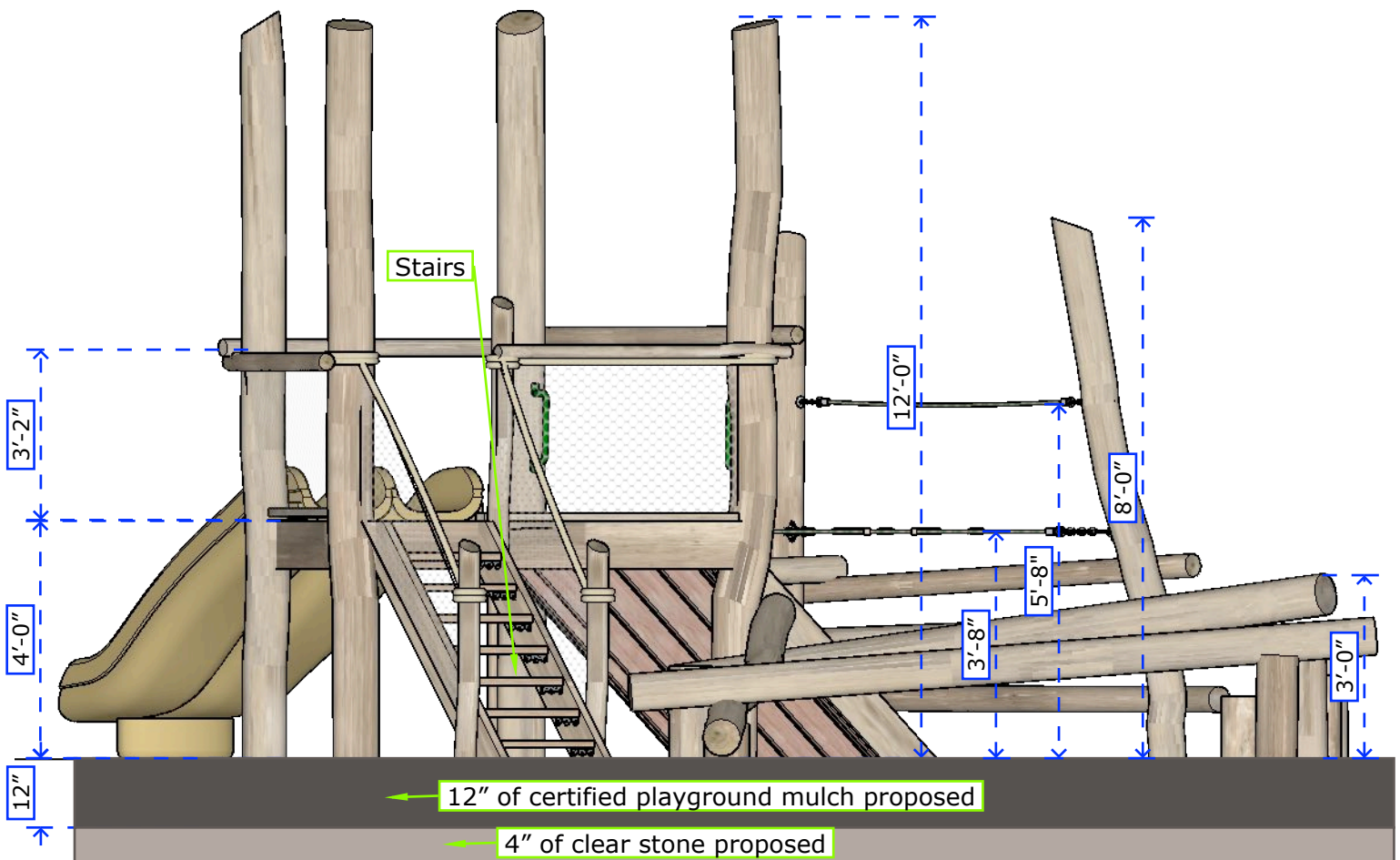
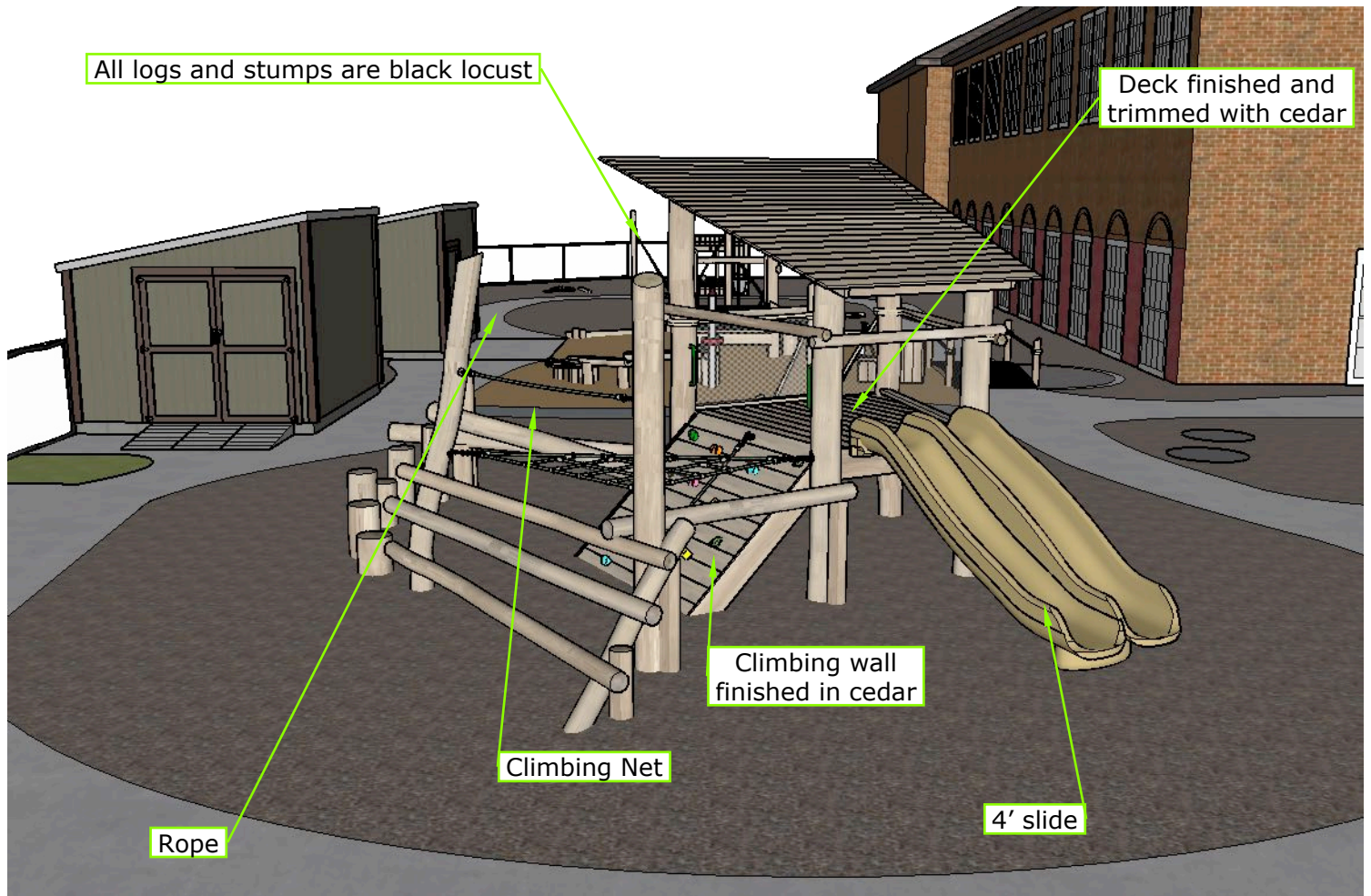
Image shows existing site. Red shows what we propose to remove



Climbing Structure Proposed Changes

Images on this page are looking this way





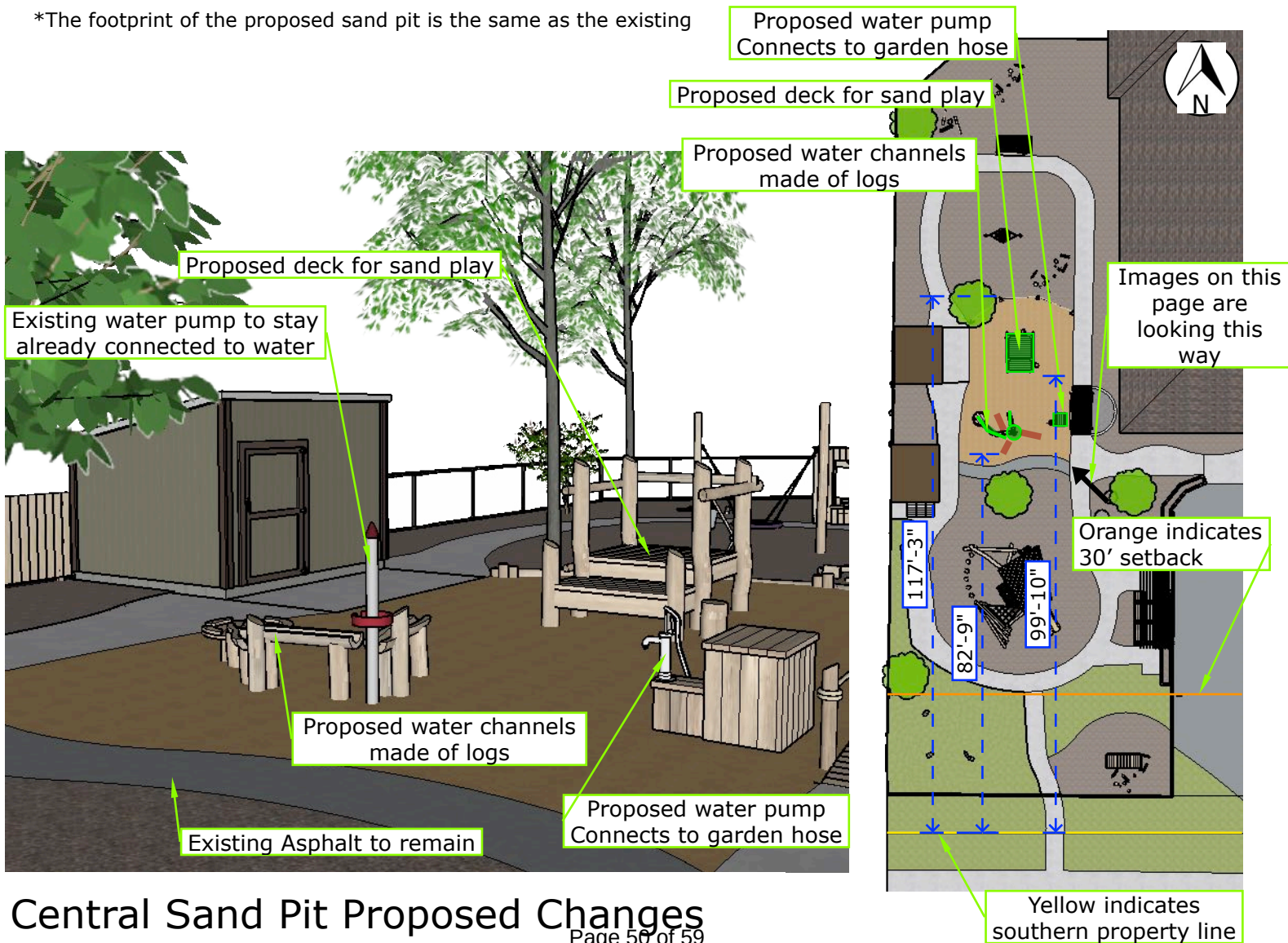
Proposed New Climbing Structure



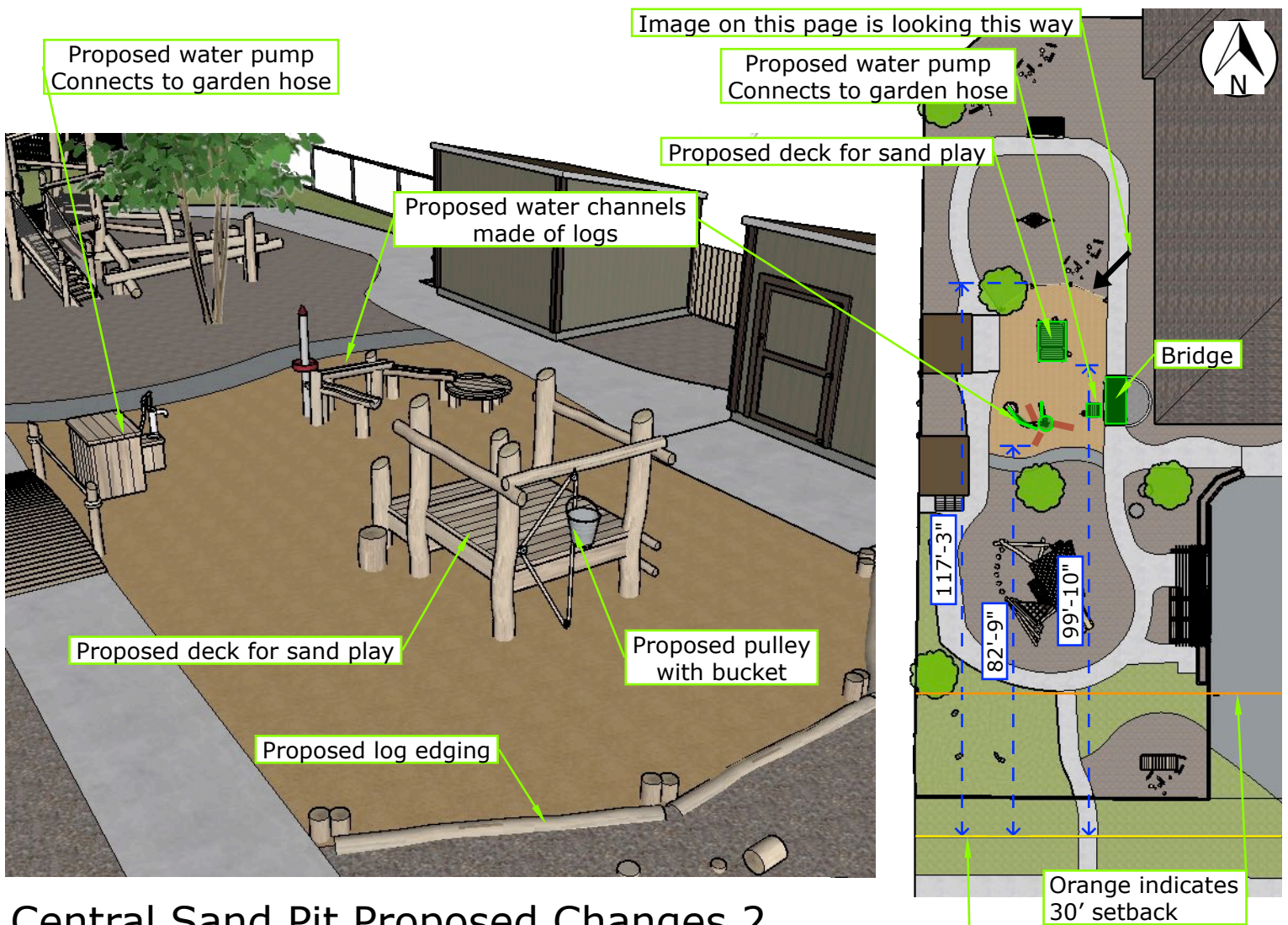
Central Sand Pit Existing Conditions

Image shows existing site. Red shows what we propose to remove

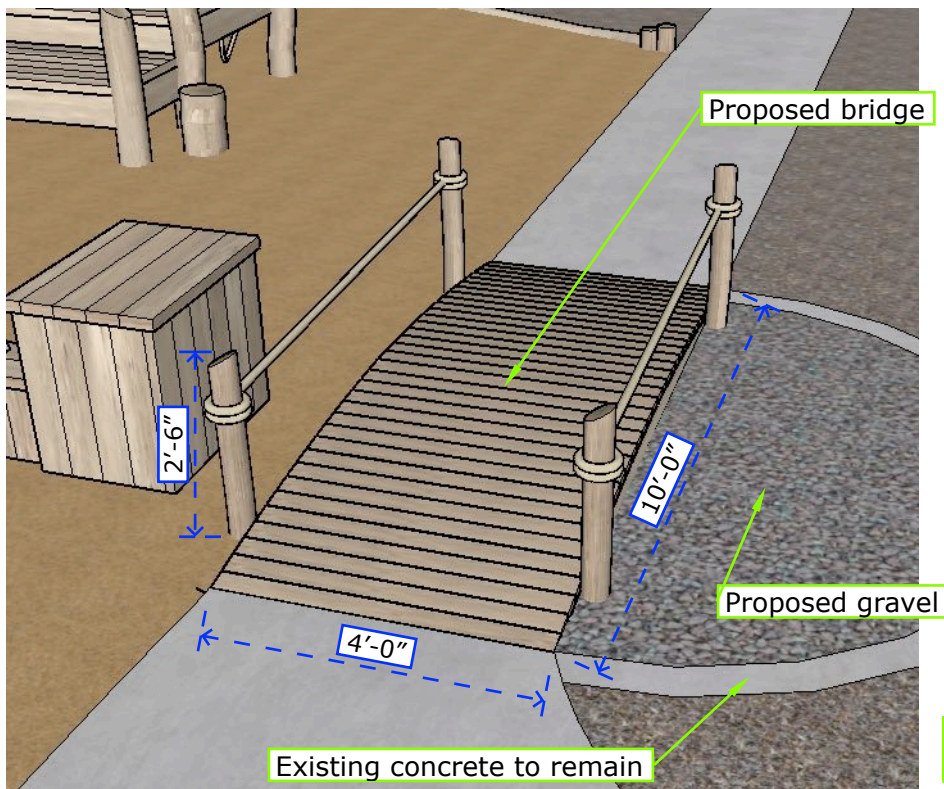
*The footprint of the proposed sand pit is the same as the existing



Central Sand Pit Proposed Changes



Central Sand Pit Proposed Changes 2

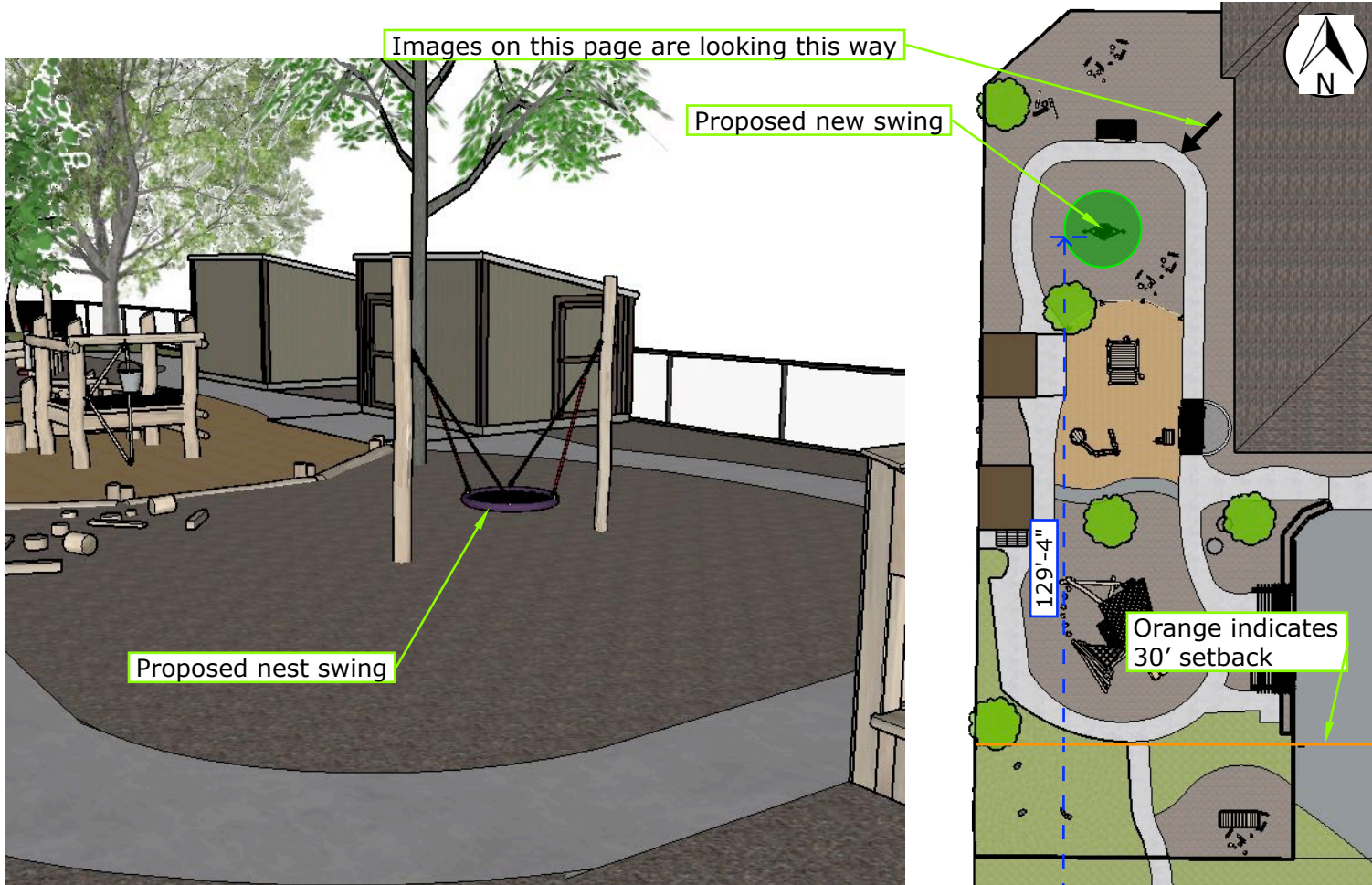


Bridge Proposed Changes



New Swing Area Existing Conditions

Image shows existing site. Red shows what we propose to remove

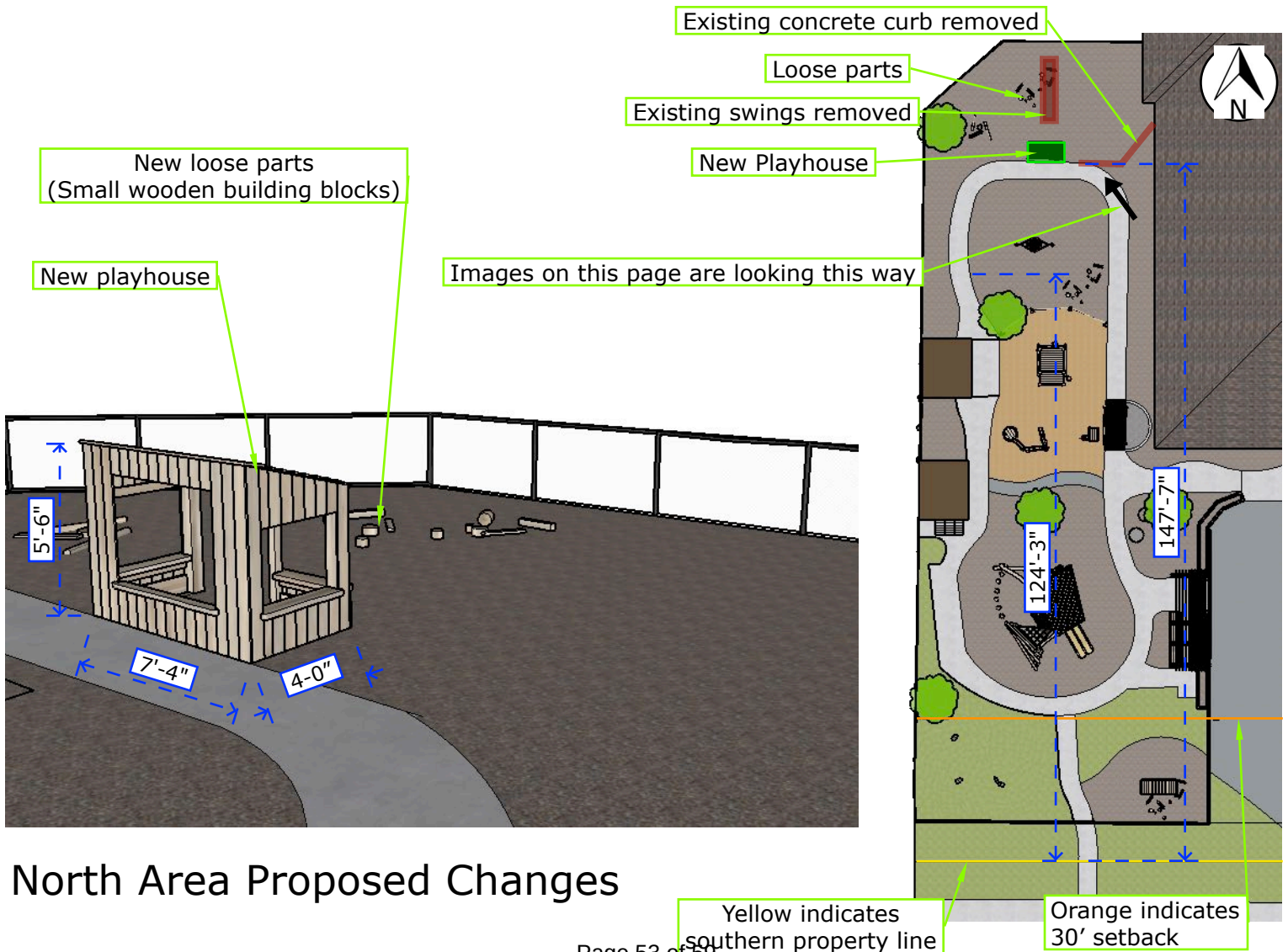


New Swing Area Proposed Changes



North Area Existing Conditions

Image shows existing site. Red shows what we propose to remove

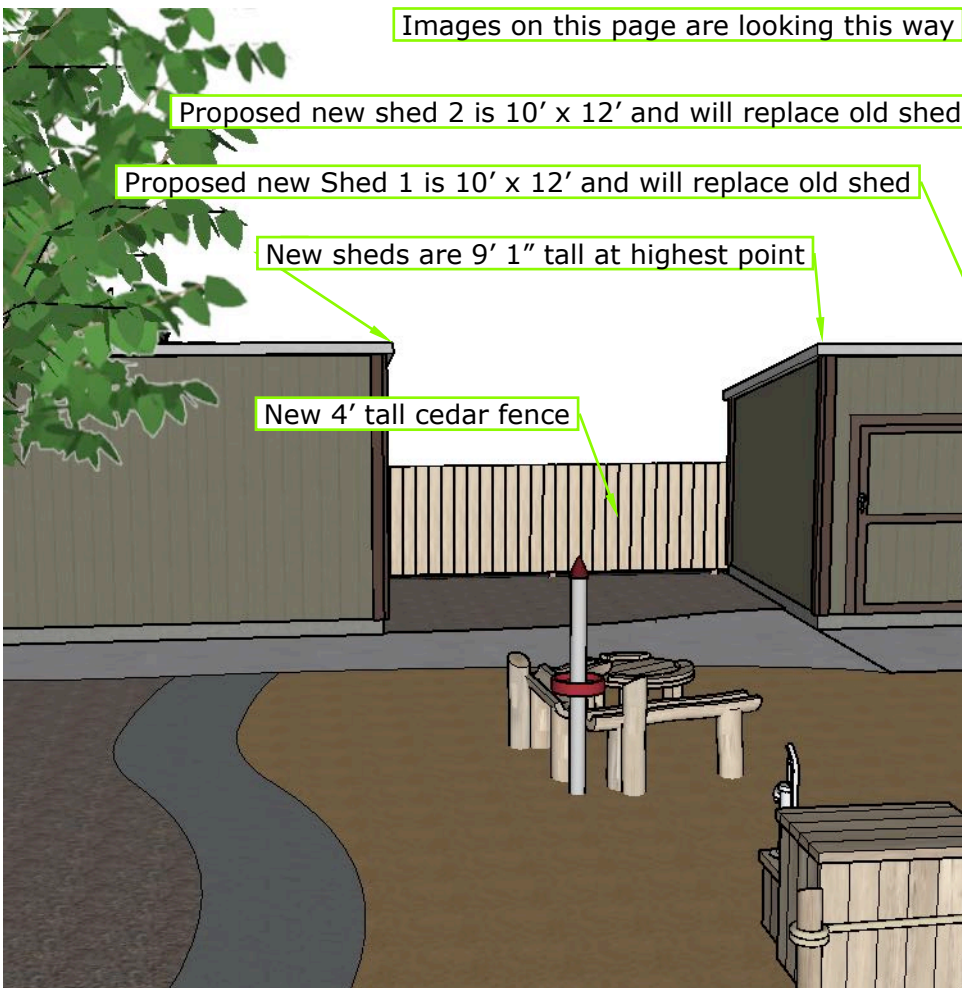


North Area Proposed Changes

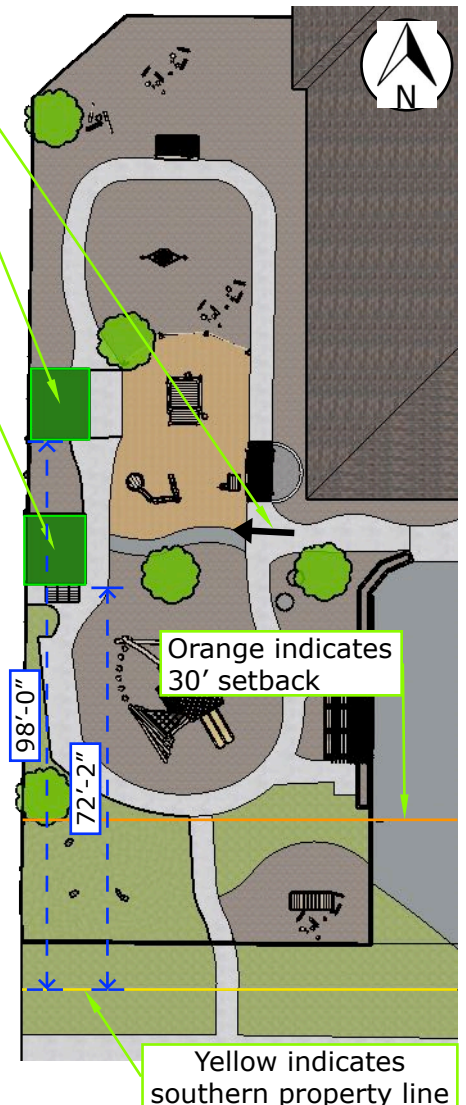


Shed Existing Conditions

Image shows existing site. Red shows what we propose to remove



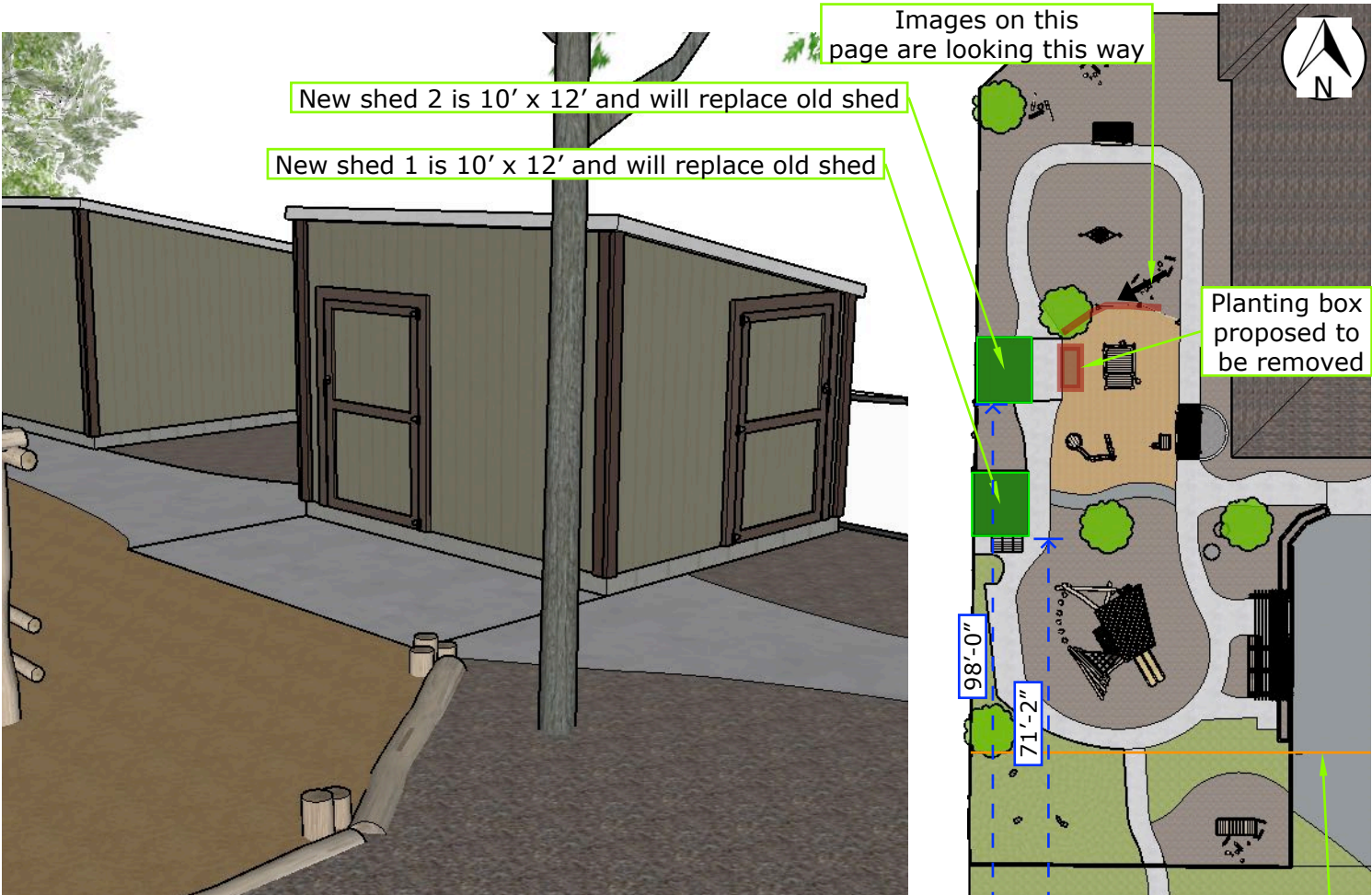
Shed Proposed Changes



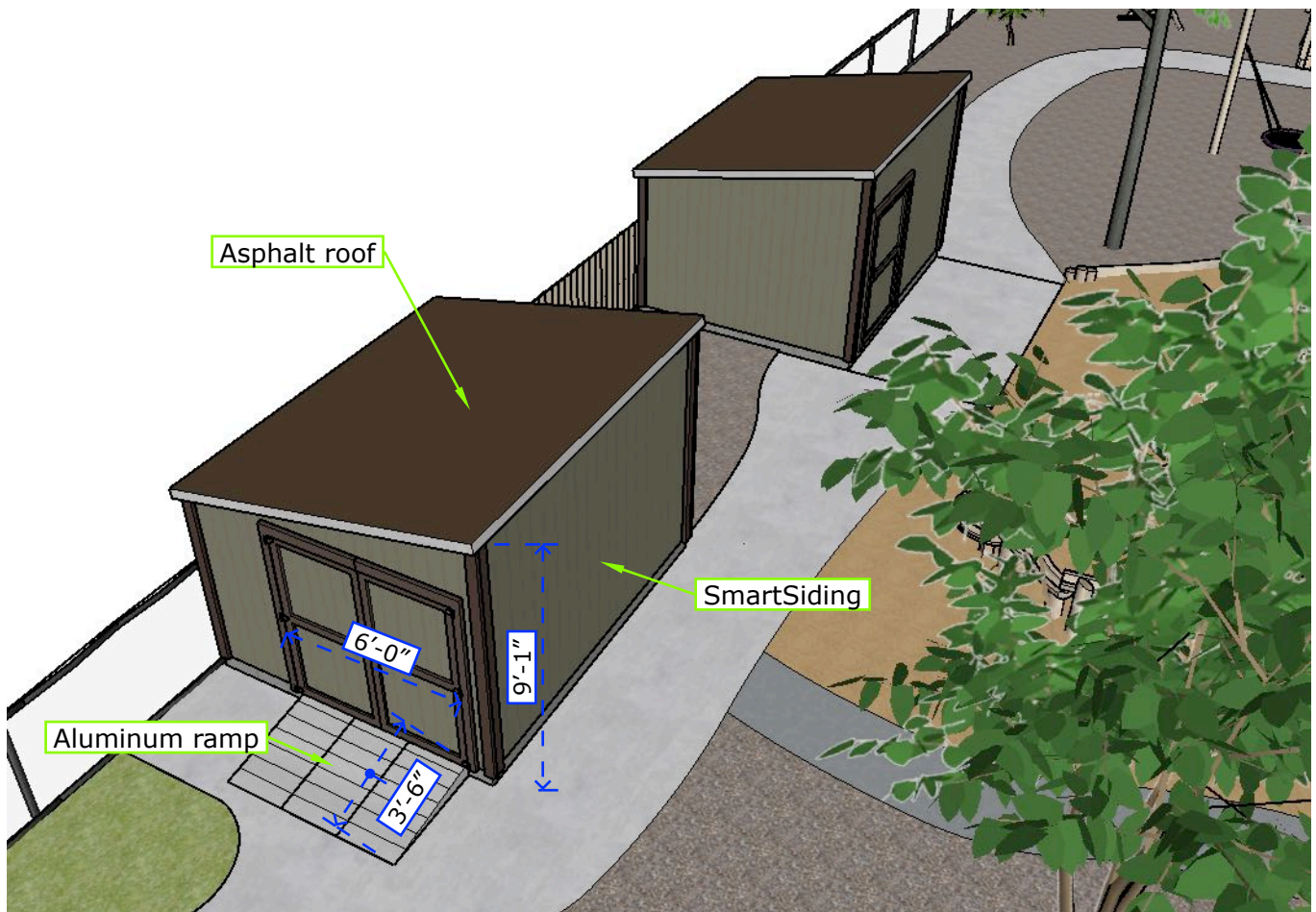


Shed Existing Conditions 2

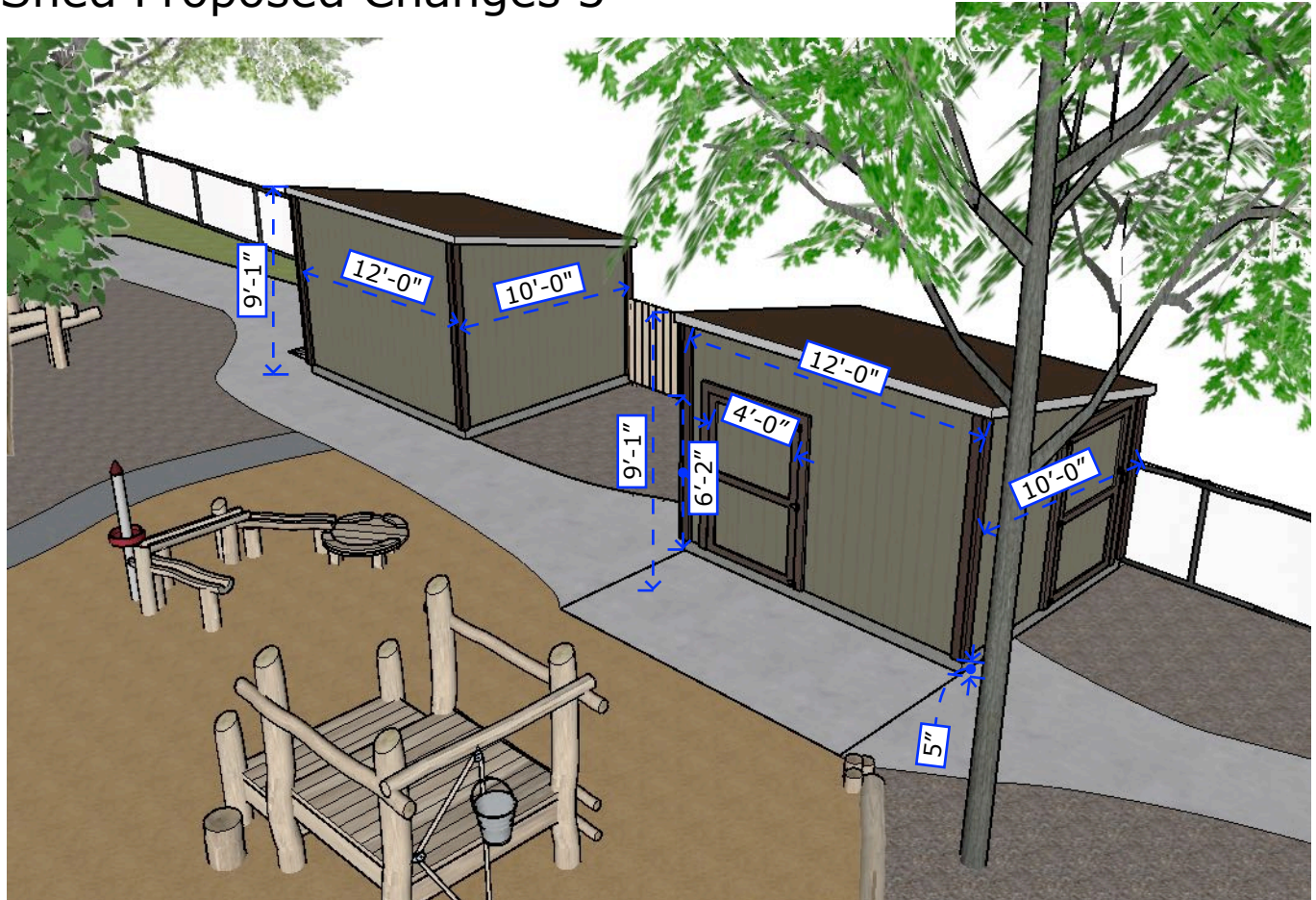
Image shows existing site. Red shows what we propose to remove



Shed Proposed Changes 2



Shed Proposed Changes 3



Shed Proposed Changes 3

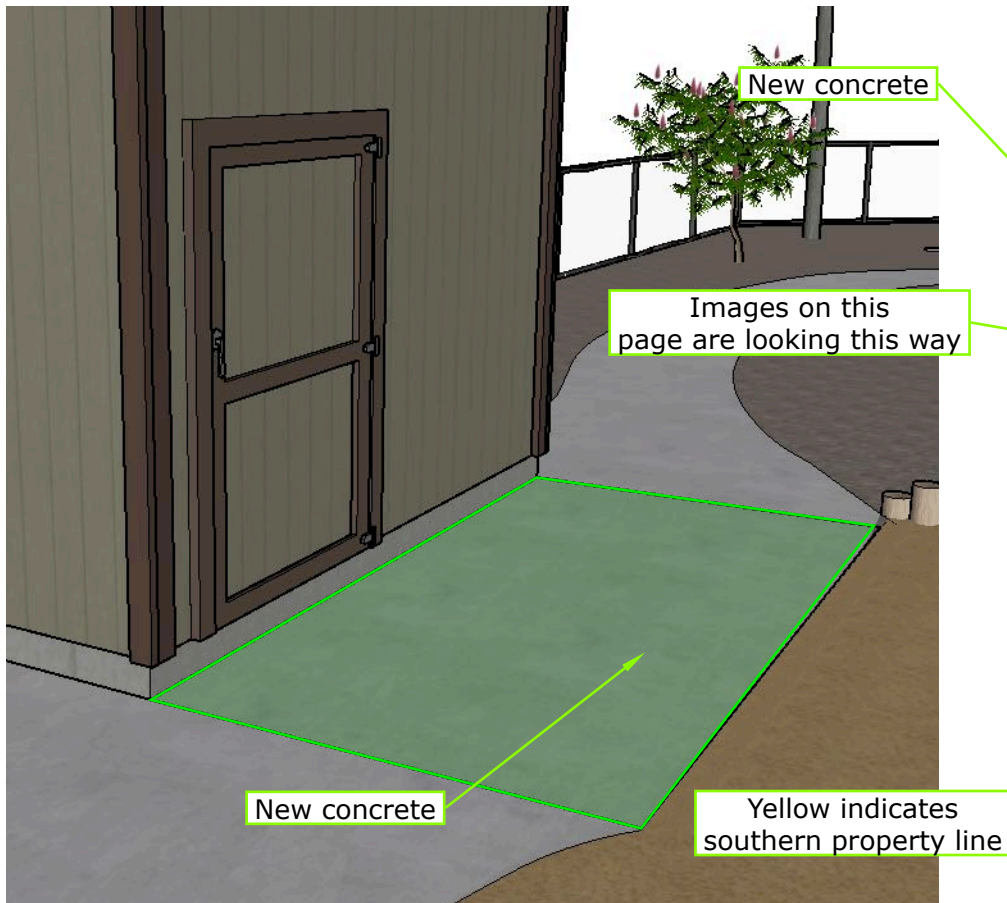


Brick proposed to be removed

Planter box proposed to be removed

Part of this concrete
Proposed to be cut out and
Replaced

Surfacing Near Shed Existing Conditions

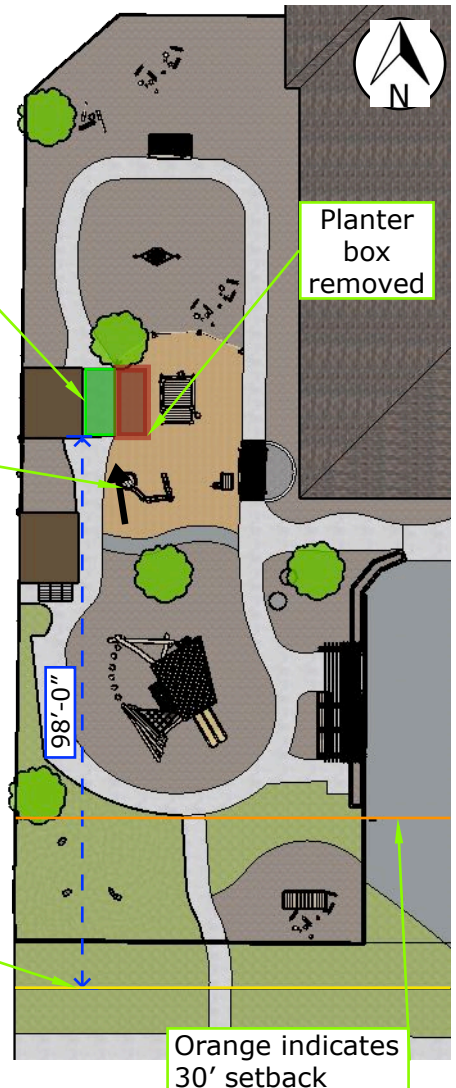


New concrete

Images on this
page are looking this way

New concrete

Yellow indicates
southern property line



Planter
box
removed

98'-0"

Orange indicates
30' setback

Surfacing Near Shed Proposed Changes

