

Winnetka Design Review Board/Sign Board of Appeals Meeting Minutes
July 18, 2024

Members Present:

Katie Moor, Chairperson
Fritz Duda
Maggie Meiners
Heather Niehoff

Members Absent:

Colin Kennedy
Paul Konstant
Michael Ritter

Village Staff:

Davorka Kirincic, Building and Code Enforcement Manager

Call to Order & Roll Call:

Chairperson Moor called the meeting to order at 7:00 p.m.

Public Comments:

No comments were made at this time.

Approval of Minutes:

Chairperson Moor asked for a motion to approve the June 20, 2024, meeting minutes. She first added a comment from a member of the public received after the June 20 DRB meeting relating to the Village Green playground to use stamped concrete for the subject-approved playground areas. A motion to approve the June 20, 2024, meeting minutes, as amended, was made by Ms. Meiners and seconded by Ms. Niehoff. A vote was taken, and the motion unanimously passed, 4 to 0:

AYES: Duda, Moor, Meiners, Niehoff

NAYS: None

Roll call was taken of the Board Members present.

Continued Applications:

a. **Case No. 24-09-DR: 275 Fairview Avenue - Greeley Elementary School: A Sign Permit to allow installation of a new freestanding sign at the main entrance of Greeley Elementary School. This item was continued from the June 20, 2024, Design Review Board meeting.**

Ms. Kirincic provided a brief summary of the continued request to the Board.

Matt Laska, North Shore Sign, provided material samples to the Board for their review, which he described in detail. He noted that the wood would be painted blue, and the lettering would be white. Mr. Laska added that the posts would be the same cedar material and asked if there were any questions. He then described the prior sign to the Board. Ms. Kirincic informed the Board that the sign would be 20 square feet on each side. Steve Wilt, Greeley School CFO, thanked the Board for hearing the request.

Chairperson Moor asked for a motion. Mr. Duda moved to approve the request as presented. Ms. Niehoff seconded the motion. A vote was taken, and the motion unanimously passed, 4 to 0:

AYES: Duda, Moor, Meiners, Niehoff

NAYS: None

b. **Case No. 24-14-SU: Grace Presbyterian Church of the North Shore (440 Ridge Avenue): A Certificate of Appropriateness to allow construction of additions and site improvements to Grace Presbyterian Church of the North Shore. The Village Council has final jurisdiction on this request. This item was continued from the June 20, 2024 Design Review Board meeting.**

Chairperson Moor noted the applicant requested a continuance to the next meeting. Kendall Lettinga stated she represented Grace Presbyterian Church and informed the Board that following a meeting with the neighbors, they would like to continue the request to the August 15, 2024, meeting to further collaborate with them.

Chairperson Moor asked for a motion to continue the request to the August 15, 2024, meeting. Mr. Duda moved to continue the Grace Church application to the August 15, 2024, meeting. Ms. Meiners seconded the motion. A vote was taken, and the motion unanimously passed, 4 to 0:

AYES: Duda, Moor, Meiners, Niehoff

NAYS: None

New Applications:

a. **Case No. 24-11-DR: 839-841 Elm Street - Smith's Men's Store: A Sign Permit to allow installation of window signs and an Awning Permit to allow recovery of existing awning frame with new fabric and new awning valance sign.**

Ms. Kirincic stated the applicant would provide a PowerPoint presentation to the Board. Kip Halverson and Trey Gonzalez introduced themselves as the business co-owners. Mr. Halverson stated they have an awning sample and they planned to use the existing frame. He identified their branding colors as navy blue and khaki. Ms. Kirincic described the proposed door replacement which is also part of the application. She noted the request complied with the sign code requirements. Mr. Halverson informed the Board they found the building's original door in the basement which would look like the image he identified. Ms. Kirincic identified the existing temporary storefront signage to be removed. Mr. Halverson noted the new signage would only be installed on the door, and the windows would be die-cut.

Ms. Meiners commented the proposal looked nice. Mr. Halverson stated they hoped to open by early October. The Board Members agreed with Ms. Meiners' comments.

Chairperson Moor asked for a motion to approve the request. A motion was made to approve the request as presented by Ms. Niehoff. Ms. Meiners seconded the motion. A vote was taken, and the motion unanimously passed, 4 to 0:

AYES: Duda, Moor, Meiners, Niehoff

NAYS: None

b. **Case No. 24-12-DR: 894 Green Bay Road Unit #3 - Pelvio: A Sign Permit to allow installation of window sign and recovering of existing projecting sign.**

Ms. Kirincic provided a brief summary of the request to the Board consisting of a new window and door sign and a projecting blade sign. She stated the proposed signage complied with the sign code. Ms. Kirincic identified the proposed sign's square footage and height and asked if there were any questions.

Danica Buric introduced herself as the business owner and described her business model to the Board. Ms. Niehoff asked Ms. Buric if she considered using a canopy which would increase visibility. Ms. Buric stated her business is by word of mouth. Ms. Kirincic informed the Board that many businesses in the courtyard have projecting signage.

Chairperson Moor described the request as appropriate for the location with regard to the stripes. She then asked for a motion to approve the request. Mr. Duda moved to approve the request as presented. Ms. Meiners seconded the motion. A vote was taken and the motion unanimously passed, 4 to 0:

AYES: Duda, Moor, Meiners, Niehoff

NAYS: None

Other Business.

a. August 15, Meeting – Quorum Check.

The Board Members discussed their availability for the August 15th meeting to be held at the police station.

Adjournment:

1 Chairperson Moor asked for a motion to adjourn. A motion to adjourn was made by Ms. Meiners and seconded by
2 Ms. Niehoff. A vote was taken, and the motion unanimously passed, 4 to 0:
3 AYES: Duda, Moor, Meiners, Niehoff
4 NAYS: None
5 The meeting was adjourned at 7:20 p.m.
6
7 Respectfully submitted,
8
9 Antionette Johnson
10 Recording Secretary