

**Winnetka Design Review Board/Sign Board of Appeals Meeting Minutes  
August 15, 2024**

**Members Present:**

Katie Moor, Chairperson  
Fritz Duda  
Colin Kennedy  
Maggie Meiners  
Michael Ritter

**Members Absent:**

Heather Niehoff  
Paul Konstant

**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 if there were any comments or corrections or for a motion to approve the July 18, 2024 meeting minutes. A motion to approve the July 18, 2024 meeting minutes was made by Mr. Duda and seconded by Mr. Ritter. A vote was taken and the motion unanimously passed, 5 to 0:

AYES: Duda, Kennedy, Meiners, Moor, Ritter

NAYS: None

Roll call was then taken of the Board Members present.

**Continued Application:**

a. **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, and July 18, 2024 Design Review Board meetings. The Applicant is requesting this item be continued to the September 19, 2024 Design Review Board meeting.**

Leslie Ferrell stated she is representing Grace Presbyterian Church and informed the Board they would like to continue the application to the September 19, 2024 meeting. She noted they are continuing to have conversations with neighbors and are considering the Board's previous feedback.

Chairperson Moor asked for a motion to continue the application to the September 19, 2024 meeting. A motion to continue the request to the September 19, 2024, meeting was made by Mr. Duda. Mr. Ritter seconded the motion. A vote was taken and the motion unanimously passed, 5 to 0:

AYES: Duda, Kennedy, Meiners, Moor, Ritter

NAYS: None

**New Applications:**

1       a. **Case No. 24-13-DR: 103 High Street: A Certificate of Appropriateness to allow replacement of**  
2 **a portion of an existing wood fence with a new fence, along with landscape alterations.**

3 Ms. Kirincic identified the property's location, improvements, and zoning classification. She referred to  
4 the existing fence's photo, which would remain along the Winnetka Avenue side, whose bushes and  
5 fence would be replaced. Ms. Kirincic stated the proposed fence would be a traditional wood fence with  
6 lattice on the top on the north line as well as the removal and replacement of the bushes and rustic  
7 fence. She also identified the site plan showing additional details. Ms. Kirincic described the proposed  
8 fence's height and material which complied with code requirements and provided screening in  
9 accordance with the design guidelines. She also described the surrounding properties.

10  
11 Chairperson Moor asked what the existing fence's height is. Ms. Kirincic responded that it was  
12 rustic/bamboo screening and not a solid traditional fence. Mr. Kennedy asked if the property was not  
13 located in the R-1 zoning district, it would not have come before the Board. Ms. Kirincic confirmed that  
14 this is correct. No additional questions were raised at this time.

15  
16 Chairperson Moor asked for the applicant's presentation. Ruth Homer Mahru and her brother, Daniel  
17 Mahru, introduced themselves to the Board. Ms. Rooth Mahru described the condition of the existing  
18 fence, which they would like to replace. Chairperson Moor commented that she liked the proposed  
19 fence. No questions were raised at this time.

20  
21 Chairperson Moor asked for a motion to approve the request as presented. A motion to approve the  
22 request as presented was made by Mr. Kennedy. Seconded by Mr. Duda. A vote was taken and the  
23 motion unanimously passed, 5 to 0:

24 AYES: Duda, Kennedy, Meiners, Moor, Ritter

25 NAYS: None

26  
27       b. **Case No. 24-14-DR: 894 Green Bay Road - Hewn Bakery: A Sign Permit to allow installation of a**  
28 **projecting blade sign on the Green Bay Road frontage.**

29 Ms. Kirincic identified the property's location and zoning classification with the space being leased by  
30 the applicant. She stated the Village staff administratively approved window and door signage on August  
31 8, 2024 with the signage providing promotion for the business. Ms. Kirincic identified the proposed  
32 materials and referred to illustrations noting the proposed projecting blade sign complied with the sign  
33 code. She identified the elevations where the signage would be located and then described the  
34 projecting blade sign in detail. Ms. Kirincic then outlined the Board's role.

35  
36 Chairperson Moor asked if there were any questions and commented the proposal looked great. Several  
37 Board Members agreed. Ms. Kirincic confirmed the sign would not be internally illuminated.

38  
39 Chairperson Moor then asked for a motion to approve the request. A motion to approve the request as  
40 presented was made by Ms. Meiners. Mr. Kennedy seconded the motion. A vote was taken and the  
41 motion unanimously passed, 5 to 0:

42 AYES: Duda, Kennedy, Meiners, Moor, Ritter

43 NAYS: None

44  
45 **Other Business.**

46       a. **September 19, 2024 Meeting - Quorum Check.**

47 No additional business was discussed. The Board Members discussed their availability.  
48

**Adjournment:**

Chairperson Moor asked for a motion to adjourn. A motion to adjourn was made by Mr. Ritter and seconded by Mr. Duda. A vote was taken and the motion unanimously passed, 5 to 0:

AYES: Duda, Kennedy, Meiners, Moor, Ritter

NAYS: None

The meeting was adjourned at 7:14 p.m.

Respectfully submitted,

Antionette Johnson

Recording Secretary