

**Winnetka Design Review Board/Sign Board of Appeals Regular Meeting Minutes
September 19, 2024**

Members Present:

Maggie Meiners, Acting Chairperson
Fritz Duda
Colin Kennedy
Paul Konstant
Michael Ritter

Members Absent:

Katie Moor
Heather Niehoff

Village Staff:

David Schoon, Director of Community Development
Ann Klaassen, Assistant Director of Community
Development

Call to Order & Roll Call:

Acting Chairperson Meiners called the meeting to order at 7:00 p.m. Roll call was taken of the Board Members present.

Public Comments:

No comments were made at this time.

Approval of Minutes:

Chairperson Meiners asked for a motion to approve the August 15, 2024, meeting minutes. Mr. Konstant moved to approve the August 15, 2024, meeting minutes. Mr. Ritter seconded the motion. A vote was taken, and the motion unanimously passed, 5 to 0:

AYES: Duda, Kennedy, Konstant, Meiners, Ritter

NAYS: None

Chairperson Meiners stated the meeting agenda would be taken out of order and called Case. No. 24-15-DR.

New Applications:

a. Case No. 24-15-DR: 924 Green Bay Road - Spirit Elephant: A Sign Permit to allow the installation of an externally illuminated wall sign on the Green Bay Road frontage of the Subject Property.

Ms. Klaassen referred to the proposed sign's rendering and identified its location along with current site photos. She noted the projecting sign was approved in April 2019 and the applicant is now asking for approval for a wall sign with three light fixtures above which complies with the sign code. Ms. Klaassen described the proposed sign in detail and referred to the design guidelines the Board is to review along with an explanation of the process. She noted no public comment was received and asked if there were any questions.

Chairperson Meiners also asked if there were any questions. Mr. Konstant commented the sign looked great and suggested it be centered over the door.

Carla Young, the applicant, stated they considered that alternative and agreed to center the sign if requested by the Board. She stated they hear from customers that their location is difficult to find and

1 the sign would provide additional brand awareness. A Board Member agreed with Mr. Konstant's
2 suggestion and stated he would agree either way. Chairperson Meiners commented she also liked the
3 sign.

4
5 Mr. Konstant moved to approve the request with the condition the sign to be centered over the door. The
6 motion was seconded by Mr. Ritter. A vote was taken, and the motion unanimously passed, 5 to 0:

7 AYES: Duda, Kennedy, Konstant, Meiners, Ritter

8 NAYS: None
9

10 **Continued Applications:**

11 **a. Case No. 24-14-SU: Grace Presbyterian Church of the North Shore (440 Ridge Avenue): A**
12 **Certificate of Appropriateness to allow construction of additions and site improvements to Grace**
13 **Presbyterian Church of the North Shore. The Village Council has final jurisdiction on this request. This**
14 **item was continued from the June 20, 2024, July 18, 2024, and August 15, 2024, Design Review Board**
15 **meetings.**

16 Ms. Klaassen described the continued request and provided the application's background and the
17 neighbors' opposition to the request and outlined their concerns. She then identified the Board's
18 suggested changes to the request in detail and described how the request was continued to allow the
19 applicant to continue discussions with neighbors. Ms. Klaassen then identified the application's primary
20 changes since the Board last reviewed the application.

21
22 Ms. Klaassen informed the Board the Historic Preservation Commission considered the demolition
23 application at its August 2024 meeting and required an HAIS. She then stated the ZBA and Plan
24 Commission meetings have not yet been scheduled with public notice to be provided for all meetings. Ms.
25 Klaassen then outlined the Board's role and identified the relevant design guidelines on page nos. 79 and
26 80 for the Board is to consider. She also stated the written comments received are included in the agenda
27 packet. Ms. Klaassen stated following the applicant's presentation, public comment and optional
28 applicant response and Board discussion, the Board can either continue the application to a date certain
29 or make a recommendation approving or denying the request as drafted on page no. 14. She then asked
30 if there were any questions.

31
32 Mr. Konstant raised a question related to engineering. Ms. Klaassen informed the Board that the
33 preliminary engineering plans have been approved at this point noting no engineering issues were raised.
34 She noted that final engineering plans will be required with the submittal of a building permit and those
35 plans will also be reviewed by Village Engineering staff. Chairperson Meiners asked if there were any other
36 questions. Mr. Duda thanked the applicant for addressing the Board's brick, window, stone and
37 fenestration concerns. He then referred to drop-off, landscaping and parking issues which were addressed
38 in an area he identified and stated the applicant has addressed all the Board's concerns.

39
40 Karl Camillucci of Taft Stettinius & Hollister introduced Pastor Marshall Brown, several church members
41 and Joe Buehler of Present Future Architects and stated they can walk through the presentation in more
42 detail together with material samples. He then referred to a summary of the Board's comments and
43 provided an overview of what took place since the June 2024 meeting. Mr. Camillucci then identified
44 several items which were modified as a result of the Board's and neighbors' comments.

45
46 Joe Buehler provided additional information relating to windows which he described in detail and
47 provided samples to the Board for their review. He then referred to the brick samples which he provided
48 in comparison to the existing brick as well as the mortar joints which he described in detail with the

1 intention of the color to match. Mr. Buehler stated in connection with the cast stone versus limestone
2 conversation, he referred to an illustration of a sample which he provided to the Board for comparison
3 and noted the church's preference for cast stone. He stated with regard to fencing, they plan to provide
4 continuous solid wood cedar fencing and described the updated bollard lighting and mechanical
5 screening. Mr. Buehler then explained how the façade would be stepped back and the landscaping to be
6 added along the base of the building. He then stated with regard to the south addition's aesthetics, two
7 trees would be planted in the island with a green buffer installed to soften the addition. Mr. Buehler
8 described in detail how the addition was modified to appear more residential in scale. He then explained
9 the three design options for the new entry façade that connects the existing church building and the new
10 addition for the Board's consideration. Mr. Buehler explained that options 2 and 3 are intended to be
11 more residential in nature.

12
13 Chairperson Meiners asked if there were any comments. Several Board members commented the revised
14 plan looked nice.

15
16 Michael Holmberg stated he lives due west of the site. He stated the neighbors have been uniformly
17 disappointed with the level of communication from the church since January 2024. He referred to a
18 member of the applicant's team who did meet with some of the neighbors and stated the proposed plan
19 was put in place and it is too late to change it based on the neighbors' comments. Mr. Holmberg then
20 referred to the west elevation and the amount of parking available to the church. He stated while the
21 proposed materials are fine, he referred to the effect on the appearance from the neighbors' point of
22 view. Mr. Holmberg questioned what the view from the rear would look like and they are not in opposition
23 to the church's growth.

24
25 Judy Murphy, 426 Linden, stated they love the church, and she agreed with Mr. Holmberg's comments
26 relating to the neighbors' input in terms of the design. She stated while they appreciated the changes
27 made, their comments from July 2024 were not considered. Ms. Murphy questioned the engineering
28 approval. Ms. Klaassen explained the engineering approval process. Ms. Murphy then referred to the
29 effect on the neighbors to the west and concluded by stating that the design and neighborhood should all
30 fit together.

31
32 Chris Nilan, 882 Oak Street, stated he is a church member and described the church as growing with
33 younger and older families with the plans to accommodate the growth. He stated they attempted to
34 converse with the neighbors to find common ground on the project.

35
36 Mr. Buehler stated they were able to access the west neighbors' backyard to consider the view from that
37 vantage point and that they planned to provide renderings of winter and summer views.

38
39 Terry Dason, 134 Green Bay Road, stated she is a member of the church and on the committee that will
40 talk to the neighbors. She stated they want to address the needs and wants of the neighbors. Ms. Dason
41 stated the church committee is being thoughtful to the neighborhood and its parishioners.

42
43 Mr. Camillucci stated Mr. Buehler has been in discussions with the west neighbor in terms of view and the
44 applicant has been meeting one on one with neighbors directly adjacent to the church. He also stated
45 they discussed additional landscaping to additionally screen the west view. He then stated the mechanical
46 noise and view issues would be discussed with the Plan Commission noting the noise would be dampened
47 and reduced due to its enclosure. Mr. Camillucci also stated with regard to neighbor dialog, he informed

1 the Board they met with neighbors in November 2023 prior to their initial plan submission after which the
2 scale was reduced as a result of their concerns.

3
4 Chairperson Meiners called the matter in for discussion. Mr. Buehler identified option nos. 1, 2 and 3 for
5 the Board's review in an illustration. Several Board Members preferred option 2. Chairperson Meiners
6 preferred option nos. 1 and 3 although she thought all of them would work. Mr. Ritter stated the proposed
7 architecture is great and is consistent with the neighborhood although the applicant is still working on the
8 rendering of the west facade. Chairperson Meiners suggested a condition be made to require landscape
9 screening to appease the neighbors in terms of their view. She noted all the Board's comments and those
10 from the neighbors in June 2024 have been addressed and there is not much else that can be done to the
11 design.

12
13 Mr. Holmberg asked if the neighbors would be able to view a west elevation rendering prior to it being
14 approved. The Board Members and the applicant discussed options relating to the second-floor plan and
15 roof appearance.

16
17 Mr. Duda asked if the Board could move to approve the request with a condition that they will work in
18 good faith with the neighbors. He would really like to move this application forward. Mr. Camillucci stated
19 they appreciate the desire to be responsive to the neighbors. He stated that a revised landscape plan was
20 provided, which shows the more robust landscaping along the western edge of the property line. Mr.
21 Camillucci stated that the intent of that is to screen most of the west elevation, if not all of the west
22 elevation from view. He stated that they will be appearing before the ZBA and Plan Commission with
23 respect to the zoning requests. Mr. Camillucci stated that the screening of this building from view for the
24 neighbors is in part a zoning issue because it has to do with the impact of the proposed development on the
25 adjacent properties, so to the extent unexpectedly that these views from the west are still not acceptable
26 to the neighbors those bodies would have an opportunity to request additional changes to the plans in
27 order to try to accommodate those neighbors' concerns. He stated that they would very much like to be
28 able to move on to those next meetings because they expect there to be a little bit of an iterative process
29 still to come as they go before the ZBA and Plan Commission and they would still like to begin construction
30 before the first freeze next year and not run into problems by pushing back the construction date. Mr.
31 Duda asked if the request is continued, can it be considered by the three Boards concurrently instead of
32 the Board rushing to approval. Ms. Klaassen explained the need to have the DRB provide a
33 recommendation prior to its presentation to the ZBA and Plan Commission. Mr. Ritter referred to the west
34 facade's illustration which was discussed with the audience. Mr. Buehler stated they can have a west
35 elevation rendering completed by next week for general public viewing. Mr. Ritter commented the
36 elevation presented is consistent with the remainder of the addition and the church and it is not possible
37 for each neighbor to be consulted about each project. He then stated he would recommend approval. Mr.
38 Konstant agreed with Mr. Ritter's comments.

39
40 Chairperson Meiners then asked for a motion to recommend approval of a certificate of appropriateness
41 for the design of the proposed additions and site improvements as indicated on page 14 of the agenda
42 packet. A motion was made by Mr. Ritter to recommend approval for the certification of appropriateness
43 for the Grace Presbyterian Church project subject to the new entry facade that connects the existing
44 church building and the new addition be constructed with the Option 2 design. The motion was seconded
45 by Mr. Duda. A vote was taken, and the motion unanimously passed, 5 to 0:

46 AYES: Duda, Kennedy, Konstant, Meiners, Ritter

47 NAYS: None

48

1 **Other Business.**

2 a. October 17, 2024, Meeting - Quorum Check.

3 The Board Members discussed their availability.
4

5 **Adjournment:**

6 Chairperson Meiners asked for a motion to adjourn. A motion to adjourn was made by Mr. Duda. The
7 motion was seconded by Mr. Kennedy. A vote was taken and the motion unanimously passed, 5 to 0:

8 AYES: Duda, Kennedy, Konstant, Meiners, Ritter

9 NAYS: None

10 The meeting was adjourned at 8:22 p.m.
11

12 Respectfully submitted,

13
14 Antionette Johnson

15 Recording Secretary