

**Winnetka Design Review Board/Sign Board of Appeals Meeting Minutes
November 21, 2024**

Members Present:

Fritz Duda, Acting Chairman
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 Chairman Duda 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:

Chairman Duda asked for a motion to approve the October 17, 2024, meeting minutes. A motion was made by Mr. Konstant to approve the October 17, 2024, meeting minutes. Mr. Ritter seconded the motion. A vote was taken and the motion unanimously passed, 4 to 0:

AYES: Duda, Kennedy, Konstant, Ritter

NAYS: None

Chairman Duda asked for the agenda to be taken out of order, with the new cases heard first and the continued case afterwards. The Board agreed to change the order of the agenda. Chairman Duda then called Case No. 24-17-DR - 809-811 Oak Street.

New Applications:

a. Case No. 24-17-DR: 809-811 Oak Street - Paradise Food Italia: A Certificate of Appropriateness requesting approval of the recent storefront painting changes.

Mr. Schoon identified the property's location and photographs. He then referred to prior images and stated the applicant is requesting approval for the recent green trim applied to the building.

Chairman Duda asked if there were any questions. No questions were raised at this time. He then asked for a motion to approve the request as presented. A motion to approve the request as presented for 809-811 Oak Street was made by Mr. Ritter. Mr. Konstant seconded the motion. A vote was taken and the motion unanimously passed, 4 to 0:

AYES: Duda, Kennedy, Konstant, Ritter

NAYS: None

b. Case No. 24-18-DR: 544 Lincoln Avenue - Fondita Miquel Mexican Restaurant: A Sign Permit to allow the installation of the door, window, and wall signs on the storefront.

1 Mr. Schoon identified the property's location and prior tenant. He referred to the storefront's illustration
2 and temporary signage and stated the applicant is asking to install window signs on the door and
3 storefront which are in compliance with the sign regulations. Mr. Schoon stated the applicant also
4 requested a proposed wall sign in the sign band area with black text which also complied with sign
5 regulations. He stated sample colors and materials have been provided and asked if there were any
6 questions.

7
8 Chairman Duda asked if the lettering would be raised PVC individual stud mounted lettering and
9 commented the size and color is fine. He asked if this is an approved material and if Board is ok with it.
10 Mr. Schoon responded it is a Design Guideline in terms of the material and not a code requirement. No
11 additional questions were raised at this time.

12
13 Chairman Duda then asked for a motion to approve the request. A motion was made to approve the
14 request as presented by Mr. Konstant. Mr. Ritter seconded the motion. A vote was taken and the motion
15 unanimously passed, 4 to 0:

16 AYES: Duda, Kennedy, Konstant, Ritter

17 NAYS: None

18
19 **Continued Applications:**

20 **a. Case No. 24-24-V2: 933 Green Bay Road - New Commercial Building: A Certificate of**
21 **Appropriateness for the proposed design of a new one-story commercial building and site**
22 **improvements at 933 Green Bay Road. The Village Council has final jurisdiction on this request. *This***
23 **item was continued from the October 17, 2024, Design Review Board meeting.**

24 Chairman Duda referred to the Board's comments made to the applicant at the previous meeting with the
25 application being continued to this meeting. Ms. Klaassen referred to the Board's consideration of the
26 application at the October 2024 meeting and summarized the Board's comments relating to the building
27 materials and lack of architectural character. She noted the building layout and size remained the same
28 and identified the primary changes made by the applicant. Ms. Klaassen noted while the proposed wall
29 sign complied with code requirements, the projecting sign's size over the walkway required a Sign Code
30 variation. She stated the updated renderings also include a 4-foot-tall wrought iron fence she identified
31 to replace the wooden fence to the south with the applicant working with the neighboring property owner
32 on the replacement of the existing wood fence with the proposed wrought iron fence represented in the
33 updated renderings. Ms. Klaassen then identified the zoning relief being requested by applicant, which is
34 not within the Board's purview but provided for the Board's information. She informed the Board the
35 Historic Preservation Commission approved the demolition permit without delay and that the ZBA's
36 discussion of the zoning variations primarily focused on parking and the impact of an unknown tenant,
37 with the ZBA ultimately providing a recommendation of approval.

38
39 Ms. Klaassen referred to the items the Board is to consider relating to the Certificate of Appropriateness
40 and stated following the applicant's presentation and public comment, the Board may either recommend
41 approval or denial with draft language included in the packet, or the Board could continue the item to a
42 specific date to allow the applicant or staff time to address Board members' comments and concerns. She
43 then asked if there were any questions. No questions were raised at this time.

44
45 Chairman Duda asked for the applicant's presentation. Mitch Goltz stated in response to the Board's
46 comments at the October meeting, they are providing an updated material board for the Board's review.
47 He stated a major transformation was made to the colors and materials which would include high quality
48 masonry and brick detail. Mr. Goltz informed the Board that the neighboring property is happy about the

1 new fence and described the new fence to be installed. He then referred to renderings of both facades
2 with and without signage and identified the Visual Comfort lighting store as the front tenant and Winnetka
3 Wellness as the rear tenant, both of which would have code compliant signage. He then asked if there
4 were any questions.

5
6 The Board Members commented the revisions looked fine. Chairman Duda then asked for a motion. Mr.
7 Konstant asked the applicant if they considered the use of a steel fence. The applicant responded they did
8 and the new fence would be consistent with the area.

9
10 Chairman Duda again asked for a motion. A motion recommending approval of a Certificate of
11 Appropriateness for the request as presented was made by Mr. Ritter and seconded by Mr. Kennedy. A
12 vote was taken and the motion unanimously passed, 4 to 0:

13 AYES: Duda, Kennedy, Konstant, Ritter

14 NAYS: None

15
16 **Other Business.**

17 a. December 19, 2024, Meeting – Quorum Check.

18 The Board Members discussed their availability.

19
20 **Adjournment:**

21 Chairman Duda asked for a motion to adjourn. A motion to adjourn was made and the motion was
22 seconded. A vote was taken and the motion unanimously passed, 4 to 0:

23 AYES: Duda, Kennedy, Konstant, Ritter

24 NAYS: None

25 The meeting was adjourned at 7:16 p.m.

26
27 Respectfully submitted,

28
29 Antionette Johnson

30 Recording Secretary