

**WINNETKA PLAN COMMISSION MEETING MINUTES
DECEMBER 18, 2024**

Members Present: Layla Danley, Chairperson
Jonathan Alt
Matthew Bradley
Chris Enck
Cyrus Subawalla

Members Absent: Mamie Case
Liz Kunkle

Non-Voting Members Present: Ron Apatoff

Village Staff: David Schoon, Director of Community Development
Ann Klaassen, Assistant Director of Community
Development

Call to Order & Roll Call:

The meeting was called to order by Chairperson Danley at 7:15 p.m. Roll call of the Commission Members present was not taken.

Public Comment

Chairperson Danley noted that there were no members of the public in attendance to provide general public comments on an item not on the agenda.

Community Development Report:

Mr. Schoon provided the Community Development Report to the Commission stating that the Centennial Park and Beach special use permit application is tentatively scheduled to be before the Plan Commission at its regular January meeting.

Continued Applications:

a. **Case No. 24-14-SU: Grace Presbyterian Church of the North Shore (440 Ridge Avenue and 760 Cherry Street): Applications seeking approval of (i) a Final Plat of Subdivision to consolidate the two existing lots known as 440 Ridge Avenue and 760 Cherry Street into a single Lot of Record; (ii) a Special Use Permit to allow the consolidation that is greater than two times the minimum required lot size and more than two times the minimum required average lot width for a corner lot in the R-5 Single-Family Residential Zoning District; and (iii) an amendment to an existing Special Use permit to allow construction of additions to the existing church and a parking lot on the proposed consolidated lot. The Village Council has final jurisdiction on this request. This item was continued from the October 23, 2024, Plan Commission meeting. *The Applicant is requesting this item be continued to the February 26, 2025, Plan Commission meeting.***

Chairperson Danley stated the applicant has requested the matter be continued to the February 26, 2025, meeting and asked for a motion granting the request. A motion was made by Mr. Alt and seconded by Mr. Bradley to continue the matter to the February 26, 2025, Plan Commission meeting. A vote was taken and the motion unanimously passed, 5 to 0:

AYES: Alt, Bradley, Danley, Enck, Subawalla

NAYS: None

NON-VOTING: Apatoff

Approval of October 23, 2024, Meeting Minutes:

Chairperson Danley asked for a motion to approve the October 23, 2024, meeting minutes. A motion was made by Mr. Bradley and seconded by Mr. Enck to approve the October 23, 2024, meeting minutes. A vote was taken and the motion unanimously passed, 5 to 0:

AYES: Alt, Bradley, Danley, Enck, Subawalla

NAYS: None

NON-VOTING: Apatoff

New Applications:

a. **Case No. 24-26-SD: Winnetka-Northfield Public Library and Library Park (768 Oak Street): An application submitted by Winnetka-Northfield Public Library District seeking approval of a Final Plat of Subdivision to allow consolidation of the existing lots at 768 Oak Street into a single Lot of Record. The request also requires a finding of "No Material Increased Adverse Impact" for the existing library building which (a) observes less than the minimum required front yard setback from the east property line along Green Bay Road; and (b) does not provide the required exterior building wall articulation. The Village Council has final jurisdiction on this request.**

Ms. Klaassen described the proposed consolidation and stated the applicant is asking for a recommendation for final plat approval with the Village Council having final jurisdiction. She identified the location of the library and stated the Library District acquired Library Park from the Park District in 2022 and the applicant is asking for the lot consolidation in order to create two new emergency exits points and new paved walkways from those exit points to public right-of-way. Ms. Klaassen identified the property's zoning classification and explained the special use status for both parcels. She also identified surrounding properties and noted the applicant's use of the property is consistent with the Comprehensive Plan land use designations and the B-1 zoning classification. Ms. Klaassen stated the consolidation would create a single buildable lot and referred to an illustration showing its size and required utility easement as well as the proposed walkways. Ms. Klaassen stated the Village Forester reviewed the plan and noted the walkways should be placed as far away from the existing trees as possible. She also noted the applicant is proposing the removal of three trees which do not require replacement or permit for removal due to their size. Ms. Klaassen stated if the library were to propose an expansion or change of use, or intensity of use, they would have to apply for a special use permit or planned development, depending on the size of the expansion. She explained the multi-family zoning requirements and the property's existing nonconforming status with respect to the front yard setback along Green Bay Road and the exterior building wall articulation. Ms. Klaassen also referred to an existing plat of survey of the proposed lot with the existing improvements and remaining nonconforming front yard setback and trees to be removed. She explained the Commission's role in the application's review and that a Certificate of Appropriateness was submitted for the exit points and walkways with the Design Review Board to consider the application at its January 16, 2025, meeting.

Ms. Klaassen stated following the applicant's presentation and Commission's discussion, the Commission may either decide to continue the application to a date certain or recommend approval or denial of the request with draft language included in the packet. She noted no public comment was received and asked if there were any questions.

Chairperson Danley also asked if there were any questions. Mr. Apatoff asked if there are no plans to build on the open space. Monica Dombrowski, Executive Director of the Winnetka-Northfield Public Library District, responded no, they do not have plans to expand.

1 Chairperson Danley asked if the applicant had a presentation they wanted to present. Ms. Dombrowski
2 stated that they didn't have a prepared presentation or anything to add to staff's presentation.
3 Chairperson Danley noted there are no members of the public present and called the matter in for
4 discussion.

5
6 Mr. Enck asked if the consolidation is necessary in order to have the two exit points and walkways. Ms.
7 Klaassen confirmed that is correct. Chairperson Danley commented the walkway addition is a great idea
8 and would be a great public benefit. No additional questions were raised at this time.

9
10 Chairperson Danley then asked for a motion to recommend approval. Mr. Bradley moved to recommend
11 approval of the request as indicated on page no. 19 of the agenda packet and read the findings into the
12 record. The motion was seconded by Mr. Subawalla. A vote was taken and the motion unanimously
13 passed, 5 to 0:

14 AYES: Alt, Bradley, Danley, Enck, Subawalla

15 NAYS: None

16 NON-VOTING: Apatoff

17
18 **New Business.**

19 a. January 22, 2025, Meeting – Quorum check.

20 The Commission Members discussed their availability.

21
22 **Adjournment:**

23 Chairperson Danley asked for a motion to adjourn. A motion to adjourn was made by Mr. Subawalla and
24 seconded by Mr. Bradley. A vote was taken and the motion unanimously passed, 5 to 0:

25 AYES: Alt, Bradley, Danley, Enck, Subawalla

26 NAYS: None

27 NON-VOTING: Apatoff

28 The meeting was adjourned at 7:30 p.m.

29
30 Respectfully submitted,

31
32 Antionette Johnson

33 Recording Secretary