Minutes adopted 04.17.2025

Winnetka Design Review Board/Sign Board of Appeals Meeting Minutes
March 20, 2025

<u>Members Present</u>:	Katie Moor, Chairperson Fritz Duda Colin Kennedy Michael Ritter
<u>Members Absent</u>:	Paul Konstant Heather Niehoff
<u>Village Staff</u>:	Davorka Kirincic, Building and Code Enforcement Manager

<u>Call to Order & Roll Call:</u>

Chairperson Moor called the meeting to order at 7:03 p.m. Roll call was taken of the Board Members present.

<u>Public Comments</u>:

No comments were made at this time.

<u>Approval of Minutes:</u>

Chairperson Moor asked for a motion to approve the February 20, 2025 meeting minutes. A motion to approve the February 20, 2025 meeting minutes was made by Mr. Duda and seconded by Mr. Ritter. A vote was taken and the motion unanimously passed, 4 to 0:

AYES: Duda, Kennedy, Moor, Ritter

NAYS: None

Chairperson Moor read comments from Ms. Niehoff relating to Case Nos. 25-05-DR and 25-06-DR and into the record.

<u>New Applications:</u>

a. **<u>Case No. 25-05-DR: 24 Green Bay Road - The House Tutoring Lounge</u>: A Sign Permit to allow installation of the wall and window signs at the storefront of the Subject Property.**

Ms. Kirincic identified the property's location and zoning classification and referred to property illustrations. She stated the request is for window and wall signage and identified the signage location. Ms. Kirincic stated in discussions with the applicant, the initial proposal was revised which she explained to the Board. She noted that the proposed sign complies with the sign code and explained that the existing wall above the second-floor window sill is a temporary real estate leasing sign for the upstairs tenant. Ms. Kirincic then provided a detailed explanation of the design guidelines to the Board with regard to window and wall sign code and recommendations.

Chairperson Moor asked if there were any questions. Mr. Duda asked for further clarification with regard to the sign area. Ms. Kirincic provided additional information to the Board relating to surface mounted commercial signs with a background and pin mounted commercial signs with individual lettering.

Gil Gibori, the applicant, provided the Board with a history of the business and explained the rationale for the proposal regarding the sign's visibility. He explained the difficulty of using pin-mounted signage or painting the brick. Mr. Gibori confirmed the color presented is their corporate color, which is not bright, and asked if there were any questions. Ms. Kirincic confirmed the proposed lettering size.

The Board Members and applicant discussed including gears in the signage and discussed alternatives. Mr. Duda asked why the signage was not placed over the entry. Mr. Gibori responded the proposed location represented the natural location and it would not be visible due to the tree and light post. Mr. Duda then stated he is fine with the request.

Chairperson Moor asked for a motion to approve the request with a condition. Mr. Ritter moved to approve the request subject to the condition that the applicant removes the black gear in the middle, which will result in driving down the top gear to the middle of the two larger gears, decreasing the size of the sign height. Mr. Duda seconded the motion. A vote was taken and the motion unanimously passed, 4 to 0:
AYES: Duda, Kennedy, Moor, Ritter
NAYS: None

Mr. Gibori thanked Ms. Kirincic for her assistance in processing the application.

b. **<u>Case No. 25-06-DR: 754 Elm Street: Hofherr Meat Co.</u>: Sign Permit to allow replacement of the fabric on the existing awning frame and installation of valance sign with their business name.**
Ms. Kirincic identified the property's location and zoning classification and referred to building photos as well the building's tenants. She then identified the current building view and stated the applicant is proposing to install new fabric on the existing awning frame and a proposed valance sign with the business name. Ms. Kirincic informed the Board she asked the applicant to change the color since it is very bright and noted the existing awning frame is not compliant with the design review guidelines and was approved in 2002 for a former tenant. She then referred to Ms. Niehoff's comments.

Arielle Hofherr, the applicant, informed the Board the fabric would be a standard fabric awning as opposed to acrylic which is similar to the existing fabric.

Chairperson Moor asked if there were any questions. Mr. Duda asked if it would be used as a walk-up window. Ms. Hofherr responded that they are undecided as of yet. She confirmed that the proposed material would be more durable. Ms. Kirincic noted that the 6-inch valance size complied with code requirements.

Chairperson Moor asked for a motion to approve the request. A motion to approve the request was made by Mr. Duda and seconded by Mr. Ritter. A vote was taken and the motion unanimously passed, 4 to 0:
AYES: Duda, Kennedy, Moor, Ritter
NAYS: None

c. **<u>Case No. 25-03-SU: Hubbard Woods Train Station (1065 Gage Street)</u>: A Certificate of Appropriateness to allow renovation of the existing train depot and construction of a new pedestrian bridge, new accessible ramps, new stairs and elevators to the train platform, and new warming shelters. The Village Council has final jurisdiction on this request. The applicant is requesting this item be continued to the April 17, 2025 Design Review Board meeting.**
Chairperson Moor stated the applicant asked for the request to be continued to the April 17, 2025 meeting and asked for a motion to continue the request to the April 17, 2025 meeting. A motion as stated by

Chairperson Moor was made by Mr. Kennedy and seconded by Mr. Duda. A vote was taken and the motion unanimously passed, 4 to 0:
AYES: Duda, Kennedy, Moor, Ritter
NAYS: None

Other Business.

a. April 17, 2025 Meeting – Quorum Check.

The Board Members discussed their availability.

Adjournment:

Chairperson Moor asked for a motion to adjourn. Mr. Ritter made a motion to adjourn and seconded it to Mr. Duda. A vote was taken and the motion unanimously passed, 4 to 0:
AYES: Duda, Kennedy, Moor, Ritter
NAYS: None
The meeting was adjourned at 7:43 p.m.

Respectfully submitted,

Antionette Johnson
Recording Secretary