



Village of Winnetka

Village Council Regular Meeting

November 4, 2025 at 7:00 PM

Village Hall
510 Green Bay Road

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Quorum**
 - a. November 11, 2025 Study Session Cancelled
 - b. November 18, 2025 Regular Meeting
4. **Public Comments**
5. **Reports**
6. **Presentations**
 - a. Presentation by Library Board President Laura Freehack
7. **Establishment of Consent Agenda**
8. **Approval of Consent Agenda**
 - a. Approval of Warrant List Dated October 17, 2025 - October 30, 2025
 - b. Resolution No. R-81-2025: Approving the Disposal of a Water & Electric Skid Steer and Purchase of a New Water & Electric Skid Steer from Atlas Bobcat (Adoption)
 - c. Resolution No. R-84-2025: Approving an Agreement with Hey and Associates, Inc. for Final Design Services for the Spruce Street - Road End Access (Adoption)
9. **Ordinances and Resolutions**
 - a. Ordinance No. M-13-2025: Approving a Final Plat of Subdivision and Granting Variations from the Winnetka Zoning Ordinance (881 and 833 Private Road) (Introduction/Adoption)
 - b. Ordinance No. M-17-2025: Granting a Special Use Permit for the Operation of a Hair Salon Within the C-2 Commercial Overlay District of the Village (986 Green Bay Road) (Introduction/Adoption)
 - c. Resolution No. R-83-2025: Approving a First Amendment to an Extension Agreement Between the Village and Strand Associates, Inc. for Engineering

NOTICE

Village Council meetings are video recorded. All agenda materials are available at villageofwinnetka.org (Governance > Agendas & Minutes); the Reference Desk at the Winnetka Library; or in the Manager's Office at Village Hall (2nd floor). The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Village ADA Coordinator, 510 Green Bay Road, Winnetka, Illinois 60093, 847-716-3543; T.D.D. 847-501-6041.

Design Services for the Stormwater Alternatives Study for Western and
Southwestern Winnetka (Adoption)

- 10. Old Business**
- 11. New Business**
- 12. Appointments**
- 13. Closed Session**
- 14. Adjournment**



Agenda Item Executive Summary

TITLE: Approval of Warrant List Dated October 17, 2025 - October 30, 2025

PRESENTER: Kristin Kazenas

AGENDA DATE: November 4, 2025

CONSENT: Yes

ITEM TYPE: Consent Agenda

ITEM HISTORY:

None.

EXECUTIVE SUMMARY:

The Warrant List Dated October 17, 2025 - October 30, 2025.

RECOMMENDATION:

Consider Approving the Warrant List Dated October 17, 2025 - October 30, 2025.

ATTACHMENTS:

None



Village of WINNETKA, IL

Agenda Item Executive Summary

TITLE: Resolution No. R-81-2025: Approving the Disposal of a Water & Electric Skid Steer and Purchase of a New Water & Electric Skid Steer from Atlas Bobcat (Adoption)

PRESENTER: Nicholas Narhi

AGENDA DATE: November 4, 2025

CONSENT: Yes

ITEM TYPE: Consent Agenda

ITEM HISTORY:

None.

EXECUTIVE SUMMARY:

The Water Department's five-year capital plan proposes the replacement of Unit 158 (a 2006 Bobcat 773T). This vehicle exceeds the Department's replacement plan based on age, physical condition and its total operational hours. The proposed replacement vehicle is a Bobcat S66 skid-steer loader, which will functionally replace the capabilities of the existing unit.

Staff is proposing to utilize pricing available through a Sourcewell Contract formerly known as the National Joint Powers Alliance (NJPA.) This is a joint purchasing consortium that solicits goods and services for state and local governments. The Village has taken advantage of competitive pricing through this program previously for equipment purchases. This contract provides equipment at a 30% discount to list price.

Staff was recently notified by Atlas Bobcat, Inc. ("Atlas") that it has the necessary unit available for purchase and outfitting under an existing Sourcewell agreement (Contract No. 020223-CEC). This agreement allows for the purchase of the vehicle and the necessary outfitting directly through Atlas. The total cost for Unit 158 will be \$64,875.25 and a detailed quote is included as Attachment 1. Staff confirmed that the equipment proposed meets the requirements of the Village's operational needs and will be equipped with the necessary accessories to support operational needs.

Water Fund Account No. 520.60.01-625 will contain funding in FY2026 to cover this purchase.

RECOMMENDATION:

Consider adoption of Resolution No. R-81-2025, a resolution for the purchase of Skid Steer Loader Utilizing Sourcewell Contract # 020223-CEV in an amount not to exceed \$64,875.25 and Disposal of Existing Bobcat Skid Steer Unit #158

ATTACHMENTS:

1. Resolution No. R-81-2025: Approving the Disposal of a Water & Electric Skid Steer and Purchase of a New Water & Electric Skid Steer from Atlas Bobcat

RESOLUTION NO. R-81-2025

A RESOLUTION APPROVING THE DISPOSAL OF A WATER & ELECTRIC SKID STEER AND PURCHASE OF A NEW WATER & ELECTRIC SKID STEER FROM ATLAS BOBCAT

WHEREAS, the Village of Winnetka ("***Village***") is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, the Village is a member of Sourcewell ("***Sourcewell***"), a municipal national contracting agency for units of local government, and educational and non-profit organizations; and

WHEREAS, Sourcewell permits units of local governments to purchase commodities and services according to nationally leveraged and competitively solicited purchasing contracts, resulting in significant savings for the Village; and

WHEREAS, the Village's Water & Electric Department has identified the need to replace an existing Bobcat Skid Steer Unit #158 ("***Existing Skid Steer***") with a Bobcat S66 T4 Bobcat Skid Steer Loader and related equipment ("***New Skid Steer***"); and

WHEREAS, the Existing Skid Steer is surplus property, and is therefore no longer necessary or useful to the Village; and

WHEREAS, Sourcewell sought bids for the award of a contract for the purchase of the New Skid Steer ("***Purchase Contract***"); and

WHEREAS, Sourcewell identified Atlas Bobcat, of Elk Grove Village, Illinois ("***Atlas***"), as the lowest responsible bidder for the Purchase Contract with a purchase price of \$62,985.68; and

WHEREAS, the Village anticipates receiving the New Skid Steer after January 1, 2026, and Atlas has advised to include up to 3% in added cost over the existing Sourcewell price to account for the time delay in accepting delivery of the New Skid Steer; and

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interest of the Village to dispose of the Existing Skid Steer and purchase the New Skid Steer from Atlas, in the amount of \$64,875.25, in accordance with the Purchase Contract;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1. RECITALS. The Village Council adopts the foregoing recitals as its findings, as if fully set forth herein.

SECTION 2: AUTHORIZATION TO DISPOSE OF EXISTING SKID STEER. Pursuant to the Village's home rule authority, the Village Council hereby authorizes the Village Manager, or the Manager's designee, to dispose of the Existing Skid Steer.

SECTION 3. APPROVAL OF PURCHASE. The Village Council hereby approves the purchase by the Village of the New Skid Steer from Atlas, in the total amount of \$64,875.25, in accordance with the Purchase Contract.

SECTION 4. EXECUTION OF REQUIRED DOCUMENTATION. The Village Council authorizes and directs the Village President, the Village Manager, and the Village Clerk to execute and attest, respectively, on behalf of the Village, all documents approved by the Village Attorney and necessary to dispose of the Existing Skid Steer and purchase the New Skid Steer from Atlas in an amount not to exceed \$64,875.25.

SECTION 5. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

ADOPTED this 4th day of November, 2025, pursuant to the following roll call vote:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk

ATTACHMENT 1



Quotation Number: **TS1471140**
 Quote Sent Date: **Oct 22, 2025**
 Expiration Date: **Nov 21, 2025**
 Prepared By: **Todd Swartz**
 Phone: 847-529-1191
 Email: tswartz@atlasbobcat.com

Customer
Village of Winnetka
 510 GREEN BAY RD
 WINNETKA, IL, 60093-2563
 Phone: +1 847 417 2468

Contact
Andy Malkowski
 Phone: +18474172468
 Email: amalkowski@winnetka.org

Dealer
Atlas Bobcat, Elk Grove Village, IL
 1160 MCCABE AVE

Item Name	Item Number	Quantity	Price Each	Total
S66 T4 Bobcat Skid Steer Loader	M0347	1	45,996.32	45,996.32
Standard Equipment: 74.0 HP Tier 4 V2 Bobcat Engine Auxiliary Hydraulics: Variable Flow Backup Alarm Bob-Tach Bobcat Interlock Control System (BICS) Controls: Hand and Foot (Manual) Cylinder Cushioning - Lift, Tilt Engine/Hydraulic Performance De-rate Protection Glow Plugs (Automatically Activated)		Horn Lift Arm Support Lift Path: Vertical Lights, Front & Rear LED Operator Cab Includes: Adjustable Vinyl Suspension Seat, Top and Rear Windows, Parking Brake, Seat Bar and Seat Belt Roll Over Protective Structure (ROPS) meets SAE-J1040 and ISO 3471 Falling Object Protective Structure (FOPS) meets SAE-J1043 and ISO 3449, Level I; (Level II is available through Bobcat Parts) Parking Brake: Wedge Brake System Tires: 31x12x16.5, 10 PR, Super Float Tires Telematics - Machine IQ - 2-year Basics Warranty: 2 years, or 2000 hours whichever occurs first		
Selectable Joystick Controls	M0347-R01-C04	1	618.63	618.63
Comfort Package	M0347-P11-C07	1	8,088.03	8,088.03
<i>Included:</i> Comfort Package Includes: Enclosed HVAC Cab, Radio, Adjustable Heated Cloth Air Ride Seat, Power Bob-Tach, Instrumentation: Standard 5" Display, Engine Temperature and Fuel Gauges, Hour meter, RPM and Warning Indicators. Includes maintenance interval notification, fault display, job codes, quick start, auto idle, and security lockouts, Premium LED Lights, Keyless Start, Two-Speed Travel, 7-Pin Attachment Control, Dual Direction Bucket Positioning, Rear Camera, Sound Reduction, Automatic Ride Control,				
7" Touch Display	M0347-R08-C03	1	1,348.47	1,348.47
High-Flow Hydraulics	M0347-R03-C03	1	1,749.87	1,749.87
10-16.5, 10PR, Bobcat Heavy Duty Tires	M0347-R09-C02	1	0.00	0.00
60 Month/2000 Hour Full Extended Warranty	9986172	1	1,400.00	1,400.00
Total for S66 T4 Bobcat Skid Steer Loader				59,201.32
68" Heavy Duty Bucket	7272679	1	1,513.57	1,513.57

ATTACHMENT 1

Comment: AB27174

Bolt-On Cutting Edge, 68"	6718006	1	383.43	383.43
Total for 68" Heavy Duty Bucket				1,897.00
6K Severe Duty Pallet Fork Frame	46907101	1	1,121.03	1,121.03
48" 6K Severe Duty Pallet Fork Teeth	46907125	1	766.33	766.33
Total for 6K Severe Duty Pallet Fork Frame				1,887.36
Sourcewell	020223-CEC	1	0.00	0.00
Total for Sourcewell				0.00
Quote Subtotal				62,985.68
Quote Total - USD				62,985.68

Customer Acceptance:

Quotation Number: TS1471140

Purchase Order: **Total cost w/ 3% contingency: \$64,875.25**

Authorized Signature:

Print: _____ Sign: _____

Date: _____ Email: _____ Tax Exempt: Y ☐ / N ☐



Village of WINNETKA, IL

Agenda Item Executive Summary

TITLE: Resolution No. R-84-2025: Approving an Agreement with Hey and Associates, Inc. for Final Design Services for the Spruce Street - Road End Access (Adoption)

PRESENTER: Tom Powers

AGENDA DATE: November 4, 2025

CONSENT: Yes

ITEM TYPE: Consent Agenda

ITEM HISTORY:

None.

EXECUTIVE SUMMARY:

In August 2024, the Village advertised a request for proposals (RFP) for the Spruce Street Road End Beach Design. Two firms responded and Hey and Associates was selected based on their experience working on bluffs. The RFP conceived of a two phase design process. The first phase would be an alternative analysis and a concept design. The three alternatives requested to be studied were 1) to provide full ADA access to the lake level, 2) partial ADA access to the top of slope with a viewing area and standard stairs 3) partial access ADA access to the top of slope with a standard stair access to the lake level.

The second phase would include the final design. In the process of interviewing the firms, staff learned that asking for final design proposal before the concept was selected meant the designer had to assume the most expensive alternative would be selected. The cost risk was being transferred to the Village unnecessarily. Rather than hire Hey for a final design that may not be required, they were instead just hired to perform the concept design. The amount of that contract was within the Village Managers Authority.

During 2025, Hey prepared the concepts, cost estimates, and the partial access with standard stair access to the lake level was determined to be the most feasible. Based on Hey's successful past performance during the concept phase they were selected to update their final design proposal.

The Fiscal Year 2025 Budget includes \$75,000 in General Fund Account No. 100.30.01-615 ("Buildings and Structures") for this project. The project will carry over into FY26 and is included in the FY26 budget recommendation.

RECOMMENDATION:

Staff recommends the Council consider awarding an agreement for the Spruce Street-Road End Access Design Final Engineering to Hey and Associates of Volo, Illinois.

ATTACHMENTS:

1. Resolution No. R-84-2025: Approving an Agreement with Hey and Associates, Inc. for Final Design Services for the Spruce Street - Road End Access
2. Professional Service Contract
3. Spruce Street End Access Concept
4. Spruce Street Cost Opinion

RESOLUTION NO. R-84-2025

**A RESOLUTION APPROVING AN AGREEMENT WITH
HEY AND ASSOCIATES, INC. FOR FINAL DESIGN SERVICES FOR THE
SPRUCE STREET – ROAD END ACCESS**

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the Village of Winnetka (“*Village*”) to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, the Village issued request for proposal No. 024-006 (“*Request for Proposals*”) seeking qualified firms to provide design engineering services for the Spruce Road End Access Design Project (“*Services*”), which Services include the evaluation, alternative analysis, and design of providing public access to the Spruce Road End ; and

WHEREAS, the Request for Proposals consisted of two phases for the design process: (1) concept design phase, which consisted of providing alternative designs for public access (“*Phase One*”) and; (2) final design phase (“*Phase Two*”); and

WHEREAS, the Village received two proposals (“*Proposals*”) to provide the Services and opened the Proposals on January 8, 2025; and

WHEREAS, pursuant to Chapter 4.12 of the Village Code and the Village’s purchasing manual, the Village Council evaluated the Proposals based on various criteria including expertise, project understanding, responsiveness, fees, reputation and past experience and has determined that Hey and Associates, Inc. (“*Consultant*”) is the most qualified bidder to provide the Services; and

WHEREAS, the Village entered into a contract with Consultant for the Phase One Services, which amount was within the Village Manager’s authority to approve and execute; and

WHEREAS, based on the design concepts provided by the Consultant for Phase One, the Village Council desires to enter into an agreement with Consultant for the provision of the Services from Consultant for Phase Two in an amount not to exceed \$71,250 (“*Agreement*”); and

WHEREAS, the Village Council has determined that it is in the best interests of the Village and its residents to enter into the Agreement with Consultant;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1: RECITALS. The Village Council hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

SECTION 2: APPROVAL OF AGREEMENT. The Village Council hereby approves the Agreement in a form approved by the Village Manager.

November 4, 2025

R-84-2025

SECTION 3: AUTHORIZATION TO EXECUTE AGREEMENT. The Village Council hereby authorizes and directs the Village President and the Village Clerk to execute and attest, respectively, on behalf of the Village, the final Agreement after receipt by the Village Manager of two executed copies of the final Agreement from Consultant; provided, however, that if the Village Manager does not receive two executed copies of the final Agreement from Consultant within 60 days after the date of adoption of this Resolution, then this authority to execute and seal the final Agreement will, at the option of the Village Council, be null and void.

SECTION 4: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this 4th day of November, 2025, pursuant to the following roll call vote:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk

ATTACHMENT 2

VILLAGE OF WINNETKA PROFESSIONAL SERVICES AGREEMENT

This **AGREEMENT** is dated as of the 4th day of November, 2025 ("**Agreement**"), and is by and between the **VILLAGE OF WINNETKA**, an Illinois municipal corporation ("**Village**"), and **HEY AND ASSOCIATES**, a *corporation* at **26575 W. Commerce Drive, Suite 601, Volo, IL 60073** ("**Consultant**").

IN CONSIDERATION OF the recitals and the mutual covenants and agreements set forth in the Agreement, and pursuant to the Village's statutory and home rule powers, the parties agree as follows:

SECTION 1. SCOPE OF SERVICES. The Village retains the Consultant to perform, and the Consultant agrees to perform, all necessary services to perform the work identified below ("**Services**"), which Services the Consultant shall provide pursuant to the terms and conditions of this Agreement:

Final engineering design of public access stairs at Spruce Street Road End. Design will be in conformance with o Concept 1 Stairs Sketch 1.0 dated 10/27/25.

SECTION 2. TIME OF PERFORMANCE. The Consultant shall perform the Services beginning on the execution date of this Agreement ("**Time of Performance**") and complete the Services no later than *February 28th, 2027* ("**Term**").

SECTION 3. COMPENSATION.

A. Agreement Amount. The total amount billed by the Consultant for the Services under this Agreement shall not exceed **\$71,250.00** including reimbursable expenses, without the prior express written authorization of the Village Manager. Any payments due and owing to Consultant shall be paid by the Village within 45 days after receiving the invoice.

B. Taxes, Benefits, and Royalties. Each payment by the Village to the Consultant includes all applicable federal, state, and Village taxes of every kind and nature applicable to the Services as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties, and fees arising from the use of, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, costs, royalties, or fees is hereby waived and released by Consultant.

SECTION 4. REPRESENTATIONS OF CONSULTANT. The Consultant represents and certifies that the Services shall be performed in accordance with the standards of professional practice, care, and diligence practiced by recognized consultants in performing services of a similar nature in existence at the Time of Performance. The representations and certifications expressed shall be in addition

to any other representations and certifications expressed in this Agreement, or expressed or implied by law, which are hereby reserved unto the Village.

The Consultant further represents that it is financially solvent, has the necessary financial resources, and is sufficiently experienced and competent to perform and complete the Services in a manner consistent with the standards of professional practice by recognized consultants providing services of a similar nature. The Consultant shall provide all personnel necessary to complete the Services.

SECTION 5. INDEMNIFICATION; INSURANCE; LIABILITY.

A. Indemnification. The Consultant proposes and agrees that the Consultant shall indemnify and save harmless the Village against all damages, liability that may arise, out of or in connection with the Consultant's negligent performance of, or failure to perform, the Services or any part thereof, or any failure to meet the representations and certifications set forth in Section 4 of this Agreement.

B. Insurance. The Consultant acknowledges and agrees that the Consultant shall, and has a duty to, maintain adequate insurance, in an amount, and in a form and from companies, acceptable to the Village. The Consultant's maintenance of adequate insurance shall not be construed in any way as a limitation on the Consultant's liability for losses or damages under this Agreement.

C. No Personal Liability. No elected or appointed official, or employee of the Village shall be personally liable, in law or in contract, to the Consultant as the result of the execution of this Agreement.

SECTION 6. GENERAL PROVISIONS.

A. Relationship of the Parties. The Consultant shall act as an independent contractor in providing and performing the Services. Nothing in, nor done pursuant to, this Agreement shall be construed to: (1) create the relationship of principal and agent, employer and employee, partners, or joint venturers between the Village and Consultant; or (2) to create any relationship between the Village and any subcontractor of the Consultant.

B. Conflicts of Interest. The Consultant represents and certifies that, to the best of its knowledge: (1) no Village employee or agent is interested in the business of the Consultant or this Agreement; (2) as of the date of this Agreement, neither the Consultant nor any person employed or associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Consultant nor any person employed by or associated with the Consultant shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

C. No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (1) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*; or (2) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 *et seq.* If at any time it shall be found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant shall be liable to the Village for all loss or damage that the Village may suffer, and this Agreement shall, at the Village's option, be null and void.

D. Termination. Notwithstanding any other provision hereof, the Village may terminate this Agreement at any time upon 15 days prior written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant shall be entitled to retain only that portion of the Village's payment for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed, and Consultant must return to the Village within 30 days of termination any payments for Services not yet provided to the Village.

E. Compliance with Laws and Grants. Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation,

the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq.*, and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.* Consultant shall also comply with all conditions of any federal, state, or local grant received by the Village or Consultant with respect to this Agreement or the Services. Consultant shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Consultant's, or its subcontractors, performance of, or failure to perform, the Services or any part thereof. Every provision of law required by law to be inserted into this Agreement shall be deemed to be inserted herein.

F. Default. If it should appear at any time that the Consultant has failed or refused to prosecute, or has delayed in the prosecution of, the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other requirement of this Agreement ("***Event of Default***"), and fails to cure any such Event of Default within ten business days after the Consultant's receipt of written notice of such Event of Default from the Village, then the Village shall have the right, without prejudice to any other remedies provided by law or equity, to (1) terminate this Agreement without liability for further payment; or (2) withhold from any payment or recover from the Consultant, any and all costs, including attorneys' fees and administrative expenses, incurred by the Village as the result of any Event of Default by the Consultant or as a result of actions taken by the Village in response to any Event of Default by the Consultant.

G. Assignment. This Agreement may not be assigned by the Village or by the Consultant without the prior written consent of the other party.

H. Notice. All notices required or permitted to be given under this Agreement shall be in writing and shall be delivered: (1) personally; (2) by a reputable overnight courier; or by (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of: (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. Notices and communications to the Village shall be addressed to, and delivered at, the following address:

Village of Winnetka
510 Green Bay Road
Winnetka, Illinois 60093

Attention: Village Manager

Notices and communications to the Consultant shall be addressed to, and delivered at, the following address:

*Jeff Wickenkamp
Hey and Associates
26575 W. Commerce Drive
Suite 601
Volo, IL 60073*

I. Waiver. Neither the Village nor the Consultant shall be under any obligation to exercise any of the rights granted to them in this Agreement except as it shall determine to be in its best interest from time to time. The failure

of the Village or the Consultant to exercise at any time any such rights shall not be deemed or construed as a waiver of that right, nor shall the failure void or affect the Village's or the Consultant's right to enforce such rights or any other rights.

J. Third Party Beneficiary. No claim as a third party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against the Village.

K. Conflicts; Exhibits. If any term or provision in this Agreement conflicts with any term or provision of an attachment or exhibit to this Agreement, the terms and provisions of this Agreement shall control.

ATTEST:

By: _____
Village Clerk

ATTEST:

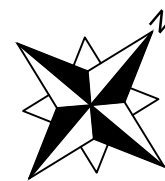
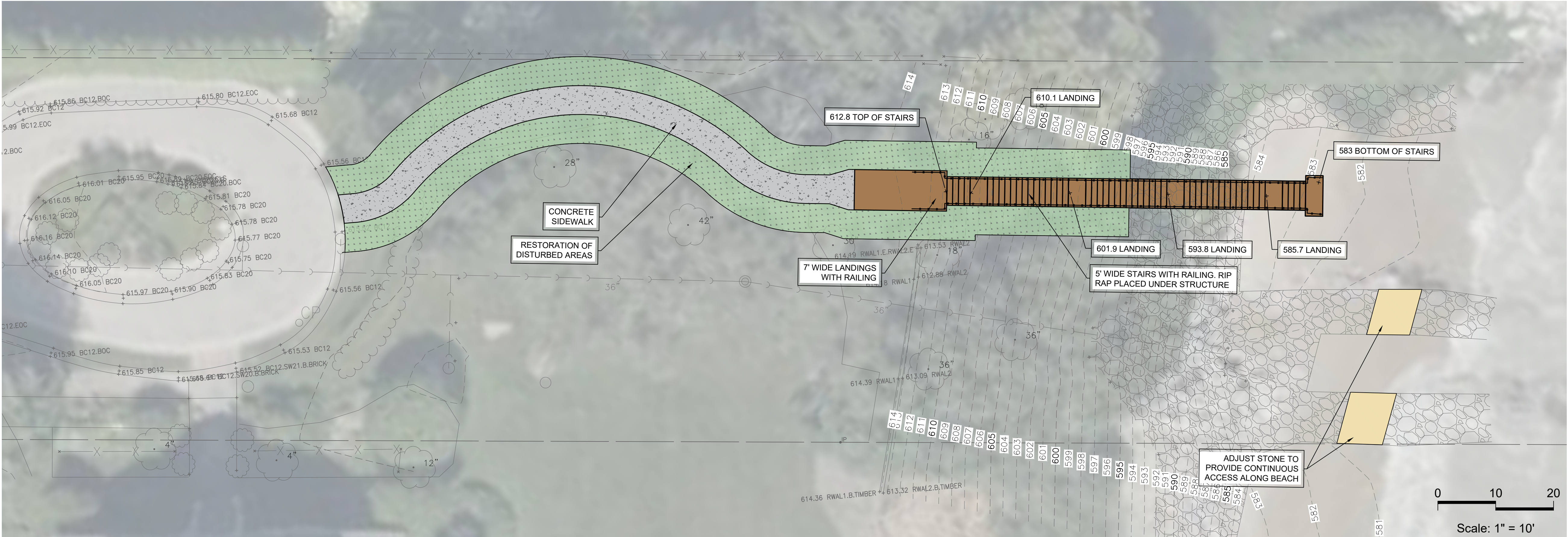
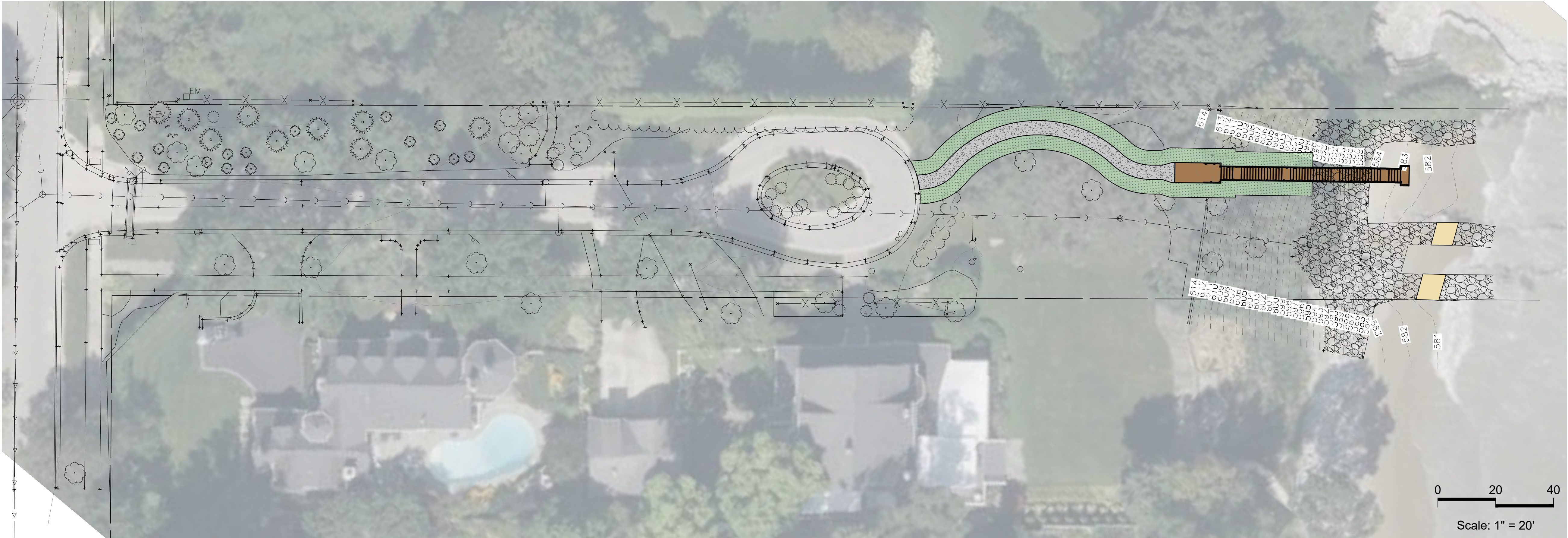
By: _____
Title: PROJECT MANAGER

VILLAGE OF WINNETKA

By: _____
Village Manager

[CONSULTANT]

By: _____
Its: President



LEGEND

Hey and Associates, Inc.
Engineering, Ecology and Landscape Architecture
26585 W. LEXINGTON ROAD, SUITE 101
C/O AGO, LILLIAN, IL 60131
OFFICE (847) 740-0888
FAX (847) 740-2888
C/O AGO@HEYASSOCIATES.COM
PROFESSIONAL DESIGN FIRM
LICENSE NO. 184-002429

Spruce Street Road-End Access

Winnetka

Concept 1
Stairs

PROJECT NO: 24-0285		SHEET NO:	
DESIGNED BY	RJA	1.0	
DRAWN BY	BMJ/RJA		
CHECKED BY	XXX		
APPROVED BY	XXX		
ISSUE DATE	10/27/2025	##	

Preliminary Design

Spruce Street Beach Access

Design Options Cost Opinion

ITEM	PAY CODE	DESCRIPTION	UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
OPTION 1 - WOOD STAIRS						
		STAIR ACCESS STRUCTURE, COMPLETE	LUMP	1	\$ 333,000.00	\$ 333,000.00
		RIP RAP UNDER STRUCTURE	SY	45	\$ 250.00	\$ 11,250.00
		RESTORATION	SY	150	\$ 35.00	\$ 5,250.00
					<i>OPTION 1 WOOD STAIRS SUBTOTAL</i>	\$ 349,500.00
					<i>CONTRACTING, GENERAL COND., MOBILIZATION (20%)</i>	\$ 69,900.00
					<i>CONTINGENCY (30%)</i>	\$ 104,850.00
					<i>FINAL DESIGN AND PERMITTING (15%)</i>	\$ 52,425.00
					STAIRS OPTION 1 GRAND TOTAL	\$ 576,675.00

OPTION 2 - WOOD STAIRS AND OBSERVATION PLATFORM						
		STAIR ACCESS STRUCTURE, COMPLETE	LUMP	1	\$ 360,200.00	\$ 360,200.00
		OVERLOOK, COMPLETE	SF	1	\$ 244,100.00	\$ 244,100.00
		RIP RAP UNDER STRUCTURE	SY	50	\$ 250.00	\$ 12,500.00
		RESTORATION	SY	175	\$ 35.00	\$ 6,125.00
					<i>WOOD STAIRS AND OBSRV. PLATFORM SUBTOTAL</i>	\$ 622,925.00
					<i>CONTRACTING, GENERAL COND., MOBILIZATION (20%)</i>	\$ 124,585.00
					<i>CONTINGENCY (30%)</i>	\$ 186,877.50
					<i>FINAL DESIGN AND PERMITTING (15%)</i>	\$ 93,438.75
					WOOD STAIR GRAND TOTAL	\$ 1,027,826.25

OPTION 3 - ACCESSIBLE RAMP						
		STEEL FRAME RAMP, COMPLETE	SF	2,650	\$ 750.00	\$ 1,987,500.00
		RIP RAP UNDER STRUCTURE	SY	75	\$ 250.00	\$ 18,750.00
		RESTORATION	SY	85	\$ 35.00	\$ 2,975.00
					<i>OPTION 3 - ACCESSIBLE RAMP SUBTOTAL</i>	\$ 2,009,225.00
					<i>CONTRACTING, GENERAL COND., MOBILIZATION (20%)</i>	\$ 401,845.00
					<i>CONTINGENCY (30%)</i>	\$ 602,767.50
					<i>FINAL DESIGN AND PERMITTING (15%)</i>	\$ 301,383.75
					RAMP GRAND TOTAL	\$ 3,315,221.25

ACCESSIBLE CONCRETE WALK						
		CONCRETE PAVEMENT, 5"	SY	88	\$ 100.00	\$ 8,800.00
		AGGREGATE BASE COURSE	SY	88	\$ 12.00	\$ 1,056.00
		EXCAVATION AND HAUL OFF	CY	28	\$ 100.00	\$ 2,800.00
		RESTORATION	SY	111	\$ 20.00	\$ 2,220.00
					<i>CONCRETE WALK SUBTOTAL</i>	\$ 14,876.00
					<i>CONTRACTING, GENERAL COND., MOBILIZATION (20%)</i>	\$ 2,975.20
					<i>CONTINGENCY (30%)</i>	\$ 4,462.80
					<i>FINAL DESIGN AND PERMITTING (15%)</i>	\$ 2,231.40
					CONCRETE WALK GRAND TOTAL	\$ 24,545.40

LANDSCAPING						
		LANDSCAPING ALLOWANCE	ALLOW	1	\$ 10,000.00	\$ 10,000.00
					LANDSCAPE ALLOWANCE GRAND TOTAL	\$ 10,000.00

OVERALL PROJECT COST SUMMARY						
OPTION 1 + CONCRETE WALK + LANDSCAPE ALLOWANCE						\$ 611,220.40
OPTION 2 + CONCRETE WALK + LANDSCAPE ALLOWANCE						\$ 1,062,371.65
OPTION 3 + CONCRETE WALK + LANDSCAPE ALLOWANCE						\$ 3,349,766.65



Agenda Item Executive Summary

TITLE: Ordinance No. M-13-2025: Approving a Final Plat of Subdivision and Granting Variations from the Winnetka Zoning Ordinance (881 and 833 Private Road) (Introduction/Adoption)

PRESENTER: Scott Mangum

AGENDA DATE: November 4, 2025

CONSENT: No

ITEM TYPE: Ordinances and Resolutions

ITEM HISTORY:

None

EXECUTIVE SUMMARY:

INTRODUCTION

On November 4, 2025, the Village Council is scheduled to consider Ordinance M-13-2025 in response to an application submitted by Jesse Van Dyke, as the owner of the property located at 881 Private Road and CLB Children GRAT Trust II UAD 7/29/2008, as the owner of the property located at 883 Private Road (collectively, the "Subject Property") (**Attachment 1**). Jesse Van Dyke along with CLB Children GRAT Trust II UAD 7/29/2008 (collectively the "Applicant"), have filed applications seeking the following approvals as part of a Final Subdivision Plat approval to relocate the lot line dividing the two properties:

1. Approval of the following **variations** to permit:
 - a. Proposed Lot 1 (883 Private Road) to provide less than the minimum required front street line for interior lots of 20 feet;
 - b. Proposed Lot 2 (881 Private Road) to provide less than the minimum required lot depth of 200 feet for a lot in the R-2 Single Family Residential Zoning District;
 - c. The existing residence at 881 Private Road (Proposed Lot 2) to observe less than the minimum required total side yard setback, which is due to an increase in the minimum required total side yard setback as a result of the proposed increase in total lot area and increase in average lot width; and
2. A finding of "No Material Increased Adverse Impact" for the existing residence at 881 Private Road (Proposed Lot 2), which exceeds the maximum permitted width for a front-facing attached garage.

The property at 881 Private Road contains a two-story single-family residence and 883 Private Road is a vacant lot. Both of the existing lots, as well as the proposed lots, are flag lots. Additionally, both of the existing lots are legally nonconforming lots.

The owners of each lot that make up the Subject Property have entered into a sales contract to convey a triangular portion of the 883 Private Road parcel and consolidate it with the 881 Private Road parcel. The owner of the 881 Private Road parcel is seeking the additional land to allow for improved access to the existing attached garage. The triangular area to be subdivided is 1,387 square feet.

Compliance with Zoning Standards - The proposed subdivision does not comply with the minimum lot depth and minimum front street line requirements. Specifically, Proposed Lot 1 (883 Private Road) would have a front street line measuring 10.1 feet, whereas the minimum required front street line is 20 feet, a variation of 9.9 feet (49.5%). Additionally, Proposed Lot 2 (881 Private Road) would have a lot depth of 177.25 feet, whereas the minimum required lot depth for lots in the R-2 District is 200 feet, a variation of 22.75 feet (11.37%). It is important to note that both of the existing lots are nonconforming with respect to these same zoning standards.

The proposed subdivision has the effect of increasing the average lot width of 881 Private Road to 144.48 feet, resulting in an increase in the required minimum sum of side yard setback to 43.34 feet. As a result, the proposed larger lot renders the existing 881 Private Road residence (which has a total side yard setback 42.45 feet), nonconforming with the new minimum side yard requirement of 43.34 feet. The existing improvements, providing a total side yard setback of 42.45 feet, are deficient with the new requirement by 0.89 feet or 2.05%.

Compliance with Subdivision Code Standards – The proposed subdivision does not comply with the minimum subdivision standards, as it results in lots that do not comply with zoning standards as explained above. One existing nonconformity will remain on the 881 Private Road parcel. The existing residence has a nonconforming front-facing garage 26.9 feet in width, whereas the maximum permitted width for an attached garage with garage doors that face a front yard is 22 feet. Even though the lot is a “flag lot” that does not have a traditional front yard facing the street, the regulation still applies. In accordance with, Section 16.12.010(D) of the Subdivision Code, the Plan Commission found that the existence of this nonconformity will have “No Material Increased Adverse Impact.”

In terms of conformance with the Comprehensive Plan, the proposed subdivision conforms with the Comprehensive Plan as the Land Use Map designates the Subject Property as appropriate for single-family residential uses, which are the proposed uses of the resubdivided lots.

ADVISORY BOARD/COMMISSION REVIEW

The Plan Commission (PC) considered the request on September 24, 2025. **Attachment 2** contains the staff report and draft minutes from the PC meeting, which summarize the request (a similar report was provided to the ZBA). After hearing from staff and the Applicant’s legal counsel, and receiving no written or verbal public comments, the Commission discussed the request. The owner of 881 Private Road explained that his intent is to add approximately 8 feet of asphalt to the existing driveway to provide vehicular access to the existing garage. Members of the Commission noted that the proposed subdivision does not impact neighbors and does not violate goals of the Comprehensive Plan. By a vote of 7-0, the PC recommended approval of the request.

The Zoning Board of Appeals (ZBA) considered the zoning variations on October 13, 2025. **Attachment 3** contains the draft minutes of the ZBA meeting. After hearing from staff and the Applicant's legal counsel, and receiving no written or verbal comment from the public, the ZBA discussed the application. Members noted that the existing lots are nonconforming and there would not be an increase in the degree of nonconformity. Ultimately, by a vote of 6-0, the ZBA recommended approval of the request.

RECOMMENDATION:

Given both advisory bodies unanimously recommended approval of the request, the Council may wish to (a) consider waiving introduction of Ordinance No. M-13-2025 and consider adoption of the Ordinance, OR (b) consider only introduction of Ordinance No. M-13-2025.

ATTACHMENTS:

1. Ordinance No. M-13-2025: Approving a Final Plat of Subdivision and Granting Variations from the Zoning Ordinance (881 & 883 Private Rd) Pri
2. September 24, 2025, Plan Commission Meeting Staff Report and Draft Meeting Minutes
3. October 13, 2025, Draft ZBA Meeting Minutes

**AN ORDINANCE APPROVING A FINAL PLAT OF SUBDIVISION AND
GRANTING VARIATIONS FROM THE WINNETKA ZONING ORDINANCE
(881 and 833 Private Road)**

WHEREAS, the Village of Winnetka is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, Jesse James Van Dyke and Victoria Scott Malkin (collectively, the “*Van Dykes*”) are the record title owners of the property located at 881 Private Road in Winnetka, Illinois, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance (“*Current 881 Lot*”); and

WHEREAS, CLB Children GRAT Trust UAD 7/28/2008 (“*CLB Children*”) is the record title owner of the property located at 883 Private Road in Winnetka, Illinois, and legally described in **Exhibit B** attached to and, by this reference, made a part of this Ordinance (“*Current 883 Lot*”) (the Current 881 Lot and Current 883 Lot are, collectively, the “*Subject Properties*”); and

WHEREAS, the Subject Properties are located within the R-2 Single Family Residential District of the Village (“*R-2 District*”); and

WHEREAS, Current 881 Lot and Current 883 Lot are both existing lots that are legal nonconforming; and

WHEREAS, the Van Dykes and CLB Children (collectively, “*Applicants*”) desire to relocate the property line between the Current 881 Lot and Current 883 Lot, wherein the Current 883 Lot would convey 1,387 square feet to the Current 881 Lot (“*Proposed Subdivision*”), to create a new lot located at 883 Private Road comprised of approximately 24,842 square feet (“*Lot 1*”) and a new lot located at 881 Private Road comprised of approximately 25,610 square feet (“*Lot 2*”); and

WHEREAS, the Van Dykes desire for the existing residence located on the Current 881 Lot (“*Existing Residence*”) to remain after the Proposed Subdivision; and

WHEREAS, the Existing Residence exceeds the maximum permitted width for a front-facing attached garage (“*Legal Nonconformity*”); and

WHEREAS, pursuant to Section 17.30.020(B) of the Zoning Ordinance, Lot 1 must have a minimum required front street line for interior lots of 20 feet; and

WHEREAS, pursuant to Section 17.30.010(F) of the Zoning Ordinance, Lot 2 must have a minimum required lot dept of 200 feet; and

WHEREAS, pursuant to Section 17.30.060(B) of the Zoning Ordinance, the minimum required sum of side yards setback is 30% of the average lot width for lots with an average width that is 100 feet or more, and the minimum required sum of side yards setback is 25% of the average lot width or 14 feet, whichever is greater for lots with an average lot width that is less than 100 feet; and

WHEREAS, the Proposed Subdivision creates a new zoning nonconformity as the Existing Residence increases the average lot width on Lot 2 to 144.48 feet, resulting in an increase in the required minimum sum of side yard setback to 43.34 feet, where the existing total side yard setback on 881 Lot is 42.45 feet, resulting in a required variation of 0.89 feet from Section 17.30.060(B); and

WHEREAS, the Applicants filed an application with the Village for: (i) approval of a final plat of subdivision for the Proposed Subdivision (***“Final Plat”***); (ii) a zoning variation from Section 17.30.020(B) of the Zoning Ordinance to allow a front street line measuring 10.1 feet, where the required front street line of interior lots is 20 feet, for Lot 1; (iii) a zoning variation from Section 17.30.010(F) of the Zoning Ordinance to allow a lot depth of 177.25 feet, where the minimum required lot depth is 200 feet for Lot 2; and (iv) a zoning variation from Section 17.30.060(B) of the Zoning Ordinance to allow the Existing Residence on Lot 2 to observe less than the minimum required total side yard setback of 43.34 feet, which is due to an increase in the minimum required total side yard setback as a result of the proposed increase in total lot area and increase in average lot width (***“Variations”***) (collectively, the Final Plat and Variations are the ***“Requested Relief”***); and

WHEREAS, on September 24, 2025, after due notice thereof, the Plan Commission held a public hearing on the proposed Final Plat; and

WHEREAS, pursuant to Section 16.12.010(D)(4) of the Village’s Subdivision Ordinance (***“Subdivision Ordinance”***), as amended, the Plan Commission determined that the Legal Nonconformity, in the context of the proposed Final Plat, would not result in a material increased adverse impact upon the public health, safety, or welfare; and

WHEREAS, on September 24, 2025, the Plan Commission, by a vote of seven members in favor and none opposed, recommended that the Council of the Village of Winnetka (***“Village Council”***) approve the Final Plat; and

WHEREAS, on October 13, 2025, after due notice thereof, the Zoning Board of Appeals conducted a public hearing on the Variations, and, by a vote of six members in favor and none opposed, recommended that the Village Council approve the Variations; and

WHEREAS, while the Existing Residence on Lot 2 will remain nonconforming to the Zoning Ordinance, pursuant to Section 16.12.010(D) of the Subdivision Ordinance, such nonconformities in the context of the Requested Relief, will not result in a material increased adverse impact upon the public health, safety or welfare; and

WHEREAS, the Village Council has determined that it is in the best interest of the Village to approve the Requested Relief, subject to and in strict accordance with the terms and conditions of this Ordinance;

NOW, THEREFORE, the Council of the Village of Winnetka do ordain as follows:

SECTION 1: RECITALS. The foregoing recitals are hereby incorporated as the findings of the Village Council, as if fully set forth herein.

SECTION 2: APPROVAL OF FINAL PLAT. Subject to and contingent upon the conditions set forth in Section 4 of this Ordinance, and pursuant to Sections 16.04.030 and 16.08.010 of the Subdivision Ordinance and the Village’s home rule authority, the Village Council

hereby approves the Final Plat, prepared by B.H. Suhr & Company, Inc., and consisting of one sheet, with a latest revision date of September 12, 2025, attached to and, by this reference, made a part of this Ordinance as **Exhibit C**.

SECTION 3: APPROVAL OF VARIATIONS. Subject to, and contingent upon, the terms, conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, the following variations are hereby granted with respect to the Subject Properties, in accordance with and pursuant to Chapter 17.60 of the Zoning Ordinance and the home rule powers of the Village:

- A. Minimum Front Street Line. A variation from Section 17.30.020(B) of the Zoning Ordinance to allow a front street line measuring 10.1 feet, where the required front street line of interior lots is 20 feet, for Lot 1.
- B. Minimum Lot Depth. A variation from Section 17.30.010(F) of the Zoning Ordinance to allow a lot depth of 177.25 feet, where the minimum required lot depth is 200 feet, for Lot 2.
- C. Total Side Yard Setback. A variation from Section 17.30.060(B) of the Zoning Ordinance to allow the Existing Residence on Lot 2 to observe less than the minimum required total side yard setback of 43.34 feet, which is due to an increase in the minimum required total side yard setback as a result of the proposed increase in total lot area and increase in average lot width.

SECTION 4: CONDITIONS. The Approvals granted by Sections 2 and 3 of this Ordinance are subject to, and contingent upon, compliance by the Applicants with the following conditions:

- A. Compliance with Subdivision Ordinance. The approvals granted in Section 2 and 3 of this Ordinance are subject to and conditioned upon compliance with, and the inclusion of all of the information on the Final Plat required by Chapter 16.08 of the Subdivision Ordinance.
- B. Compliance with Regulations. Except to the extent specifically provided otherwise in this Ordinance, the development, use, and maintenance of the Proposed Subdivision and the Subject Properties must comply at all times with all applicable Village codes and ordinances, as they have been or may be amended over time.
- C. Reimbursement of Village Costs. In addition to any other costs, payments, fees, charges, contributions, or dedications required under applicable Village codes, ordinances, Ordinances, rules, or regulations, the Applicants must pay to the Village, promptly upon presentation of a written demand or demands therefor, of all fees, costs, and expenses incurred or accrued in connection with the review, negotiation, preparation, consideration, and review of this Ordinance. Payment of all such fees, costs, and expenses for which demand has been made shall be made by a certified or cashier's check. Further, the Applicants must pay upon demand all costs incurred by the Village for publications and recordings required in connection with the aforesaid matters.

SECTION 5: EXECUTION OF FINAL PLAT. The Village Council hereby authorizes and directs the Village President and the Village Clerk, upon satisfaction of the conditions set forth in Section 4 of this Ordinance, to execute and attest, on behalf of the Village, the Final Plat.

SECTION 6: RECORDATION OF FINAL PLAT. Upon execution of the Final Plat by the Village President and the Village Clerk, as provided in Section 5 of this Ordinance, the Village Clerk is hereby directed to cause the Final Plat to be recorded with the Cook County Clerk Recording Division.

SECTION 7: RECORDATION OF ORDINANCE; BINDING EFFECT. A copy of this Ordinance will be recorded with the Cook County Clerk Recording Division. This Ordinance and the privileges, obligations, and provisions contained herein inure solely to the benefit of, and are binding upon, the Applicants and each of their heirs, representatives, successors, and assigns.

SECTION 8: FAILURE TO COMPLY. Upon the failure or refusal of the Applicants to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, in addition to all other remedies available to the Village, the approvals granted in Section 2 and 3 of this Ordinance will, at the sole discretion of the Village Council, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village Council may not so revoke the approvals granted in Section 2 and 3 of this Ordinance unless it first provides the Applicants with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Village Council. In the event of revocation, the development and use of the Subject Properties will be governed solely by the regulations of the applicable zoning district and the applicable provisions of the Zoning Ordinance, as the same may, from time to time, be amended. Further, in the event of such revocation, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances.

SECTION 9: AMENDMENTS. Any amendment to this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Ordinance for amending or granting variations.

SECTION 10: SEVERABILITY. If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance shall remain in full force and effect, and shall be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

SECTION 11: EFFECTIVE DATE.

A. This Ordinance will only be in full force and effect upon the passage and approval of this Ordinance as provided by law.

B. The Approvals set forth in Sections 2 and 3 of this Ordinance will be effective only upon: (i) the filing by the Applicants with the Village Clerk of an Unconditional Agreement and

Consent in the form of **Exhibit D** attached to and, by this reference, made a part of this Ordinance to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance and to indemnify the Village for any claims that may arise in connection with the approval of this Ordinance; and (ii) the approval and recording of the Final Plat.

C. In the event that the Applicants do not file with the Village Clerk a fully executed copy of the unconditional agreement and consent described in Section 11.B of this Ordinance within 60 days after the date of passage of this Ordinance by the Village Council, the Village Council shall have the right, in its sole discretion, to declare the Approvals granted in this Ordinance null and void and of no force or effect.

[SIGNATURE PAGE FOLLOWS]

PASSED this 4th day of November, 2025, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2025.

Signed:

Village President

Countersigned:

Village Clerk

Published by authority of the
President and Board of Trustees
of the Village of Winnetka,
Illinois, this ____ day of _____,
2025.

Introduced: 4th day of November, 2025

Passed and Approved: _____, 2025

EXHIBIT A

LEGAL DESCRIPTION OF 881 PRIVATE ROAD

LOT 3 IN WOOD GLEN SUBDIVISION OF LOT 1 AND PART OF LOT 2 IN THE SUBDIVISION OF LOT OR BLOCK 10 IN HUBBARD ESTATE SUBDIVISION IN THE NORTHEAST FRACTIONAL QUARTER OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

P.I.N.: 05-17-200-059-0000

Commonly known as 881 Private Road, Winnetka, Illinois 60093.

EXHIBIT B

LEGAL DESCRIPTION OF 883 PRIVATE ROAD

LOT 2 IN WOOD GLEN SUBDIVISION OF LOT 1 AND PART OF LOT 2 IN THE SUBDIVISION OF LOT 1 IN THE SUBDIVISION OF LOT OR BLOCK 10 IN HUBBARD ESTATES SUBDIVISION IN THE NORTHEAST FRACTIONAL 1/4 OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

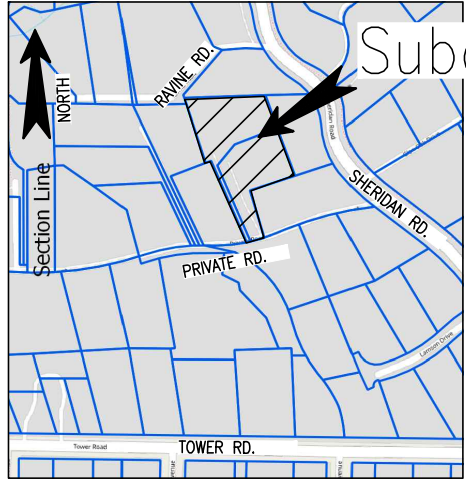
P.I.N.: 05-17-200-058-0000

Commonly known as 883 Private Road, Winnetka, Illinois 60091.

EXHIBIT C

FINAL PLAT

(SEE ATTACHED EXHIBIT C)



Location Map
not to scale

VILLAGE ENGINEER CERTIFICATE:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

Approved this _____ day of _____, A.D.,
2025 , by the Village Engineer of the Village of Winnetka, Cook County, Illinois.

Village Engineer

DIRECTOR OF FINANCE CERTIFICATE:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

I, _____, Director of Finance of the Village of Winnetka,
Illinois, do hereby certify that there are no delinquent or unpaid current or forfeited special
assessments, or any deferred installments thereon that have been apportioned against the tract
of land included in this plat of Subdivision.

Dated this _____ day of _____, A.D., 20 _____.

Director of Finance

PLAN COMMISSION CERTIFICATE:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

Approved by the Village of Winnetka Plan Commission at a meeting
held the _____ day of _____, A.D., 20 _____.

By: _____ Attest: _____

Title: _____ Title: _____

VILLAGE BOARD CERTIFICATE:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

Approved by the President and Board of Trustees of the Village of Winnetka, Cook County,
Illinois,
this _____ day of _____, A.D., 20 _____

By: _____ Attest: _____

Village President

Village Clerk

SUBMITTED BY AND RETURN PLAT TO:

Village of Winnetka
Community Development Department
510 Green Bay Road
Winnetka, IL 60093

B.H. SUHR & COMPANY, INC.

SURVEYORS ESTABLISHED 1911
450 SKOKIE BLVD. SUITE 105, NORTHBROOK, ILLINOIS, 60062
TEL. (847) 864-6315 / FAX (847) 864-9341
E-MAIL: SURVEYOR@BHSUHR.COM

Professional Design Firm
License No. 194.008027-0008

LOCATION 883 & 881 PRIVATE RD

ORDER No. 24-094-B ORDERED BY : Jesse Van Dyke

DRAPETER © 2025 B. H. Suhr & Company, Inc. All rights reserved.

AREAS TABLE	
LOT 1	= 27,921 sq. ft., more or less
LOT 2	= 28,993 sq. ft., more or less
TOTAL	= 56,914 sq. ft., more or less

EXISTING P.L.N.'S	
05-17-200-058-0000	
05-17-200-059-0000	

LOT 1	SEND TAX BILL TO:
	CLB CHILDREN GRAT TRUST II UAD

Lot 2	SEND TAX BILL TO:
	JESSE VAN DYKE
	881 PRIVATE DRIVE
	WINNETKA, IL
	60093

WATER AND ELETRIC DEPARTMENT CERTIFICATE:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

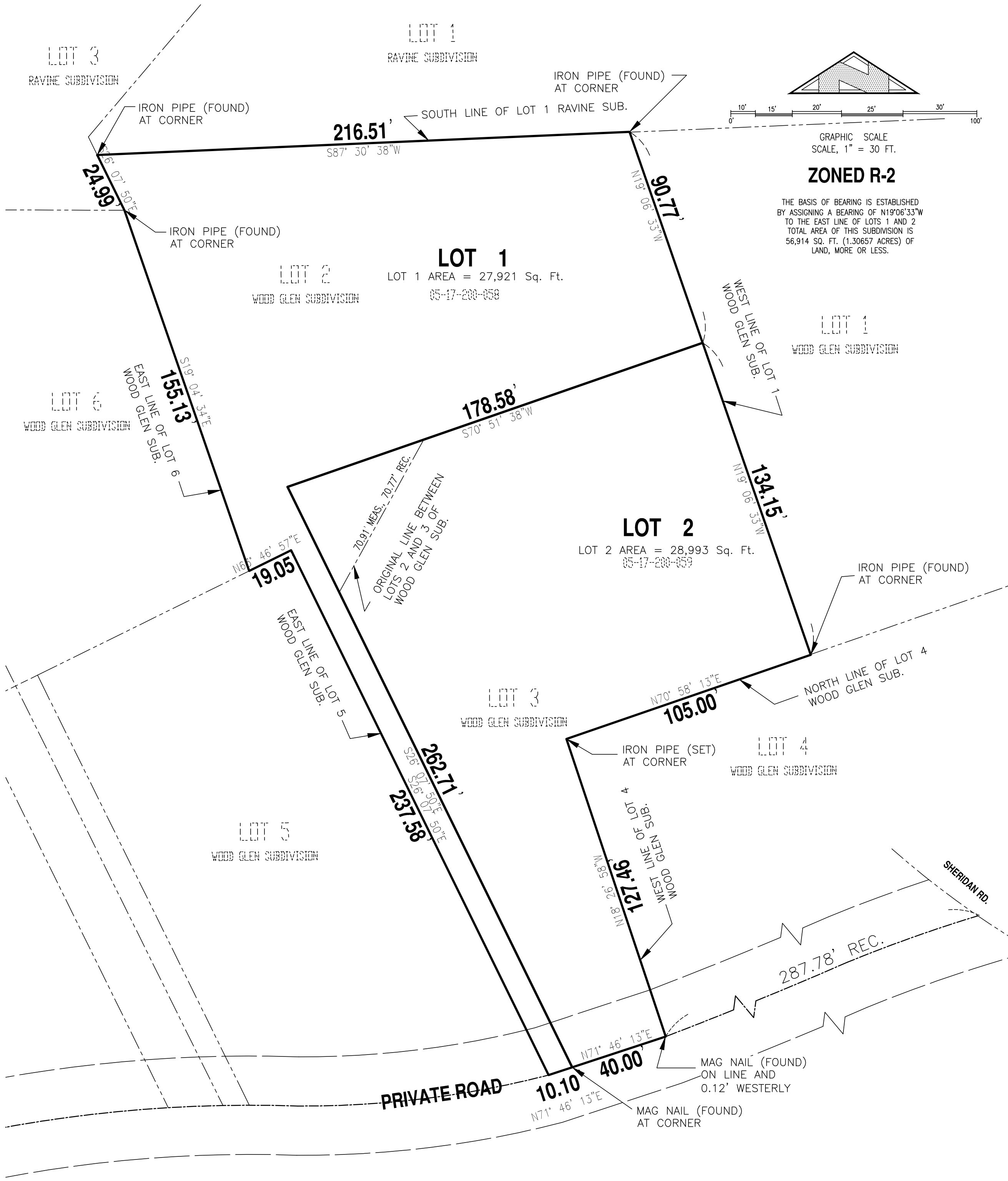
this _____ day of _____, A.D., 20 _____

By: _____
Director of Water and Electric

AJV Subdivision

PLAT of SUBDIVISION

BEING A SUBDIVISION IN THE NORTHEAST FRACTIONAL QUARTER OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, COOK COUNTY, ILLINOIS.



OWNERS CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

The CLB CHILDREN GRAT TRUST II UAD, dated July 29, 2008, does hereby certify that It is the Title Owner of record of:

LOT 2 IN WOOD GLEN SUBDIVISION OF LOT 1 AND PART OF LOT 2 IN THE SUBDIVISION OF LOT 1 OR BLOCK 10 IN HUBBARD ESTATE SUBDIVISION IN THE NORTHEAST FRACTIONAL QUARTER OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, VILLAGE OF WINNETKA, COOK COUNTY, ILLINOIS.

and that It has caused the same to be subdivided, as shown hereon.

Dated this _____ day of _____, A.D., 2025.

TRUSTEE: CLB CHILDREN GRAT TRUST II UAD

NOTARY PUBLIC CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

I, _____, a Notary Public, in and for said County, in the State aforesaid, do hereby certify that

_____, Trustee of the CLB CHILDREN GRAT TRUST II UAD, is personally known to me the same person whose name is subscribed to the foregoing instrument as the Title Owner of record of said property, appeared before me this day in person and acknowledge that she signed and delivered the said instrument as her own free and voluntary act, for the uses and purposes therein set forth.

Given under my hand and Notarial seal, this _____ day of _____, A.D., 2025.

Notary Public

SURVEYOR:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

B. H. SUHR & COMPANY, INC., does hereby certify that it has surveyed the following described property for the purpose of Subdividing it into Two (2) Lot as shown hereon:

LOTS 2 AND 3 IN WOOD GLEN SUBDIVISION OF LOT 1 AND PART OF LOT 2 IN THE SUBDIVISION OF LOT 1 OR BLOCK 10 IN HUBBARD ESTATE SUBDIVISION IN THE NORTHEAST FRACTIONAL QUARTER OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, VILLAGE OF WINNETKA, COOK COUNTY, ILLINOIS.

It further certifies that this property is situated in Zone X Area of Minimal Flood Hazard, as designated by Flood Insurance Rate Map No. 17031C0251K, effective date: September 10, 2021.

It further certifies that the property shown on the plat hereon drawn is within the Village of Winnetka, Illinois, which has adopted a comprehensive plan.

Dimensions are shown in feet and decimal parts thereof and are correct at 82 degrees Fahrenheit.

Dated at Northbrook, Illinois, this _____ day of _____, A.D., 2025.

B. H. SUHR & COMPANY, INC
LAND SURVEYORS

By: _____

MICHAEL E. FARRELL
Illinois Professional Land Surveyor No. 035-002639
License Expiration Date 11/30/2026

The undersigned hereby authorize the Village of Winnetka and/or its designated agents to record this Plat of Subdivision with the Office of the Cook County Clerk's office on behalf of the undersigned.

B. H. SUHR & COMPANY, INC
LAND SURVEYORS

By: _____

MICHAEL E. FARRELL
Illinois Professional Land Surveyor No. 035-002639
License Expiration Date 11/30/2026

OWNERS CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

We, Jesse Van Dyke and Victoria Malkin hereby certify that we are the Title Owner of record of:

LOT 3 IN WOOD GLEN SUBDIVISION OF LOT 1 AND PART OF LOT 2 IN THE SUBDIVISION OF LOT 1 OR BLOCK 10 IN HUBBARD ESTATE SUBDIVISION IN THE NORTHEAST FRACTIONAL QUARTER OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, VILLAGE OF WINNETKA, COOK COUNTY, ILLINOIS.

and that we have caused the same to be subdivided, as shown hereon.

Dated this _____ day of _____, A.D., 20____.

Owner Owner

NOTARY PUBLIC CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

I, _____, a Notary Public, in and for said County, in the State aforesaid, do hereby certify that

_____ and _____, personally known to me to be the same person(s) whose names are subscribed to the foregoing instrument as Owners, appeared before me this day in person and acknowledged that they signed and delivered the said instrument as their own free and voluntary act, for the use and purposes therein set forth.

Given under my hand and Notarial Seal, this _____ day of _____, A.D., 20____.

NOTARY PUBLIC

MORTGAGEE CERTIFICATE:

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

_____, as Mortgagee under the provisions of a certain mortgage recorded in the Recorder's Office of Cook County, Illinois, as Document No. _____, does hereby consent to the Plat of Subdivision hereon drawn.

Dated this _____ day of _____, A.D., 20____.

By: _____ Attest: _____

Title: _____ Title: _____

NOTARY PUBLIC CERTIFICATE

STATE OF _____)
) SS
COUNTY OF _____)

The undersigned, a notary public in the county and state aforesaid, do hereby certify that

(Name) _____ (Title) _____

of _____ and (Name) _____

(Title) _____ of _____

who are personally known to me to be the same persons whose names are subscribed to the foregoing instrument as such

(Title) _____ and (Title) _____ respectively,

appeared before me this day in person and acknowledged that they signed and delivered the said instrument as their own free and voluntary act and as the free and voluntary act

of said _____, as Mortgagee, for the uses and purposes therein set forth.

Given under my hand and seal

This _____ day of _____, 20____.

NOTARY PUBLIC

EXHIBIT D

UNCONDITIONAL AGREEMENT AND CONSENT

TO: The Village of Winnetka, Illinois ("*Village*");

WHEREAS, the Village of Winnetka is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, Jesse James Van Dyke and Victoria Scott Malkin (collectively, the "*Van Dykes*") are the record title owners of the property located at 881 Private Road in Winnetka, Illinois, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance ("*Current 881 Lot*"); and

WHEREAS, CLB Children GRAT Trust UAD 7/28/2008 ("*CLB Children*") is the record title owner of the property located at 883 Private Road, in Winnetka, Illinois, and legally described in **Exhibit B** attached to and, by this reference, made a part of this Ordinance ("*Current 883 Lot*") (the Current 881 Lot and Current 883 Lot are, collectively, the "*Subject Properties*"); and

WHEREAS, the Subject Properties are located within the R-2 Single Family Residential District of the Village ("*R-2 District*"); and

WHEREAS, Current 881 Lot and Current 883 Lot are both existing lots that are legal nonconforming; and

WHEREAS, the Van Dykes and CLB Children (collectively, "*Applicants*") desire to relocate the property line between the Current 881 Lot and Current 883 Lot, wherein the Current 883 Lot would convey 1,387 square feet to the Current 881 Lot ("*Proposed Subdivision*"), to create a new lot located at 883 Private Road comprised of approximately 24,842 square feet ("*Lot 1*") and a new lot located at 881 Private Road comprised of approximately 25,610 square feet ("*Lot 2*"); and

WHEREAS, the Applicants filed an application with the Village for: (i) approval of a final plat of subdivision for the Proposed Subdivision ("*Final Plat*"); (ii) a zoning variation from Section 17.30.020(B) of the Zoning Ordinance to allow a front street line measuring 10.1 feet, where the required front street line of interior lots is 20 feet, for Lot 1; (iii) a zoning variation from Section 17.30.010(F) of the Zoning Ordinance to allow a lot depth of 177.25 feet, where the minimum required lot depth is 200 feet for Lot 2; and (iv) a zoning variation from Section 17.30.060(B) of the Zoning Ordinance to allow the existing residence on Lot 2 to observe less than the minimum required total side yard setback of 43.34 feet, which is due to an increase in the minimum required total side yard setback as a result of the proposed increase in total lot area and increase in average lot width ("*Variations*") (collectively, the Final Plat and Variations are the "*Requested Relief*"); and

WHEREAS, Ordinance M-13-2025, adopted by the Village Council on _____, 2025 ("*Ordinance*"), approved the Requested Relief; and

WHEREAS, Section 11 of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until the Applicants have filed, within 60 days following

the passage of the Ordinance, their unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance;

NOW, THEREFORE, the Applicants hereby agree and covenant as follows:

1. The Applicants hereby unconditionally agree to accept, consent to, and abide by each and all of the terms, conditions, limitations, restrictions, and provisions of the Ordinance.
2. The Applicants acknowledge that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, have considered the possibility of the revocation provided for in the Ordinance, and agree not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.
3. The Applicants acknowledge and agree that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's approval of the Final Plat, the Variations, or its adoption of the Ordinance, and that the Village's approvals do not, and will not, in any way, be deemed to insure the Applicants against damage or injury of any kind and at any time.
4. The Applicants hereby agree to hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with the Village's adoption of the Ordinance approving the Final Plat and Variations.
5. The Applicants hereby agree to pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Agreement and Consent. These expenses will include all out-of-pocket expenses, such as attorneys' and experts' fees, and will also include the reasonable value of any services rendered by any employees of the Village.
6. The Applicants agree to be jointly and severally liable for all obligations and liabilities under this Unconditional Agreement and Consent.

Dated: _____, 2025

ATTEST:

JESSE JAMES VAN DYKE

By: _____

VICTORIA SCOTT MALKIN

By: _____

ATTEST:

CLB CHILDREN GRAT TRUST II UAD
7/29/2008

By: _____

By: _____

Its: _____

Its: _____



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: PLAN COMMISSION
FROM: ANN KLAASSEN, ASSISTANT DIRECTOR
DATE: SEPTEMBER 18, 2025
SUBJECT: 881 & 883 PRIVATE ROAD - FINAL PLAT APPROVAL
AJV SUBDIVISION (CASE NO. 25-12-SD)

INTRODUCTION

On September 24, 2025, the Plan Commission is scheduled to hold a public hearing on an application submitted by Jesse Van Dyke, as the owner of the property located at 881 Private Road and CLB Children GRAT Trust II UAD 7/29/2008, as the owner of the property located at 883 Private Road (collectively, the "Subject Property"). Jesse Van Dyke along with CLB Children GRAT Trust II UAD 7/29/2008 (collectively the "Applicant"), have filed applications seeking the following approvals as part of a Final Subdivision Plat approval to relocate the lot line dividing the two properties:

1. Approval of the following **variations** to permit:
 - a. Proposed Lot 1 (883 Private Road) to provide less than the minimum required front street line for interior lots of 20 feet;
 - b. Proposed Lot 2 (881 Private Road) to provide less than the minimum required lot depth of 200 feet for a lot in the R-2 Single Family Residential Zoning District;
 - c. The existing residence at 881 Private Road (Proposed Lot 2) to observe less than the minimum required total side yard setback, which is due to an increase in the minimum required total side yard setback as a result of the proposed increase in total lot area and increase in average lot width; and
2. A finding of "No Material Increased Adverse Impact" for the existing residence at 881 Private Road (Proposed Lot 2), which exceeds the maximum permitted width for a front-facing attached garage.

This application is limited to the subdivision request and the existing improvements, no proposed improvements to the Subject Property are included in this request. The Plan Commission is charged with making a recommendation to the Village Council regarding the subdivision, including the requested relief described above. Because the proposed subdivision incorporates zoning relief, the application is subject to review by the Zoning Board of Appeals (ZBA) for the variations. The ZBA is scheduled to consider the request on October 13, 2025.

A mail notice was sent to property owners within 250 feet in compliance with the Village Code. The hearing was also properly noticed in the *Winnetka Talk* on September 4, 2025. As of the date of this memo, staff has not received any written comments from the public regarding this application.

PROPERTY DESCRIPTION

The Subject Property is located on the north side of Private Road, between Sheridan and Old Green Bay Roads, is zoned R-2 Single Family Residential and currently consists of two buildable lots. The property at 881 Private Road contains a two-story single-family residence and 883 Private Road is a vacant lot. The area of each existing lot is as follows:

1. 883 Private Road: 26,406 square feet (0.61 acres)
2. 881 Private Road: 24,223 square feet (0.56 acres)

Both of the existing lots, as well as the proposed lots, are flag lots. A flag lot is an irregularly shaped lot consisting of two sections: the primary mass of the lot (the “flag” portion), which is set back from the street frontage access and is behind one or more other lots; and a narrow access corridor (the “flagpole” portion). For zoning purposes, the area of the “flagpole” portion of each lot, as well as the area of the private road easement, are excluded from the lot area. The lot areas noted above, as well as when lot area is referenced throughout this report, are the net lot areas reflecting the exclusions of the “flagpole” and private roadway easement.

Additionally, both of the existing lots are legally nonconforming. The 881 Private Road parcel has a lot depth of 177.25 feet, while the minimum required lot depth in the R-2 District is 200 feet. The 883 Private Road parcel has a front street line of 10.1 feet, while the minimum required front street line for interior lots is 20 feet. The existing parcels and improvements are identified below in Figure 1.

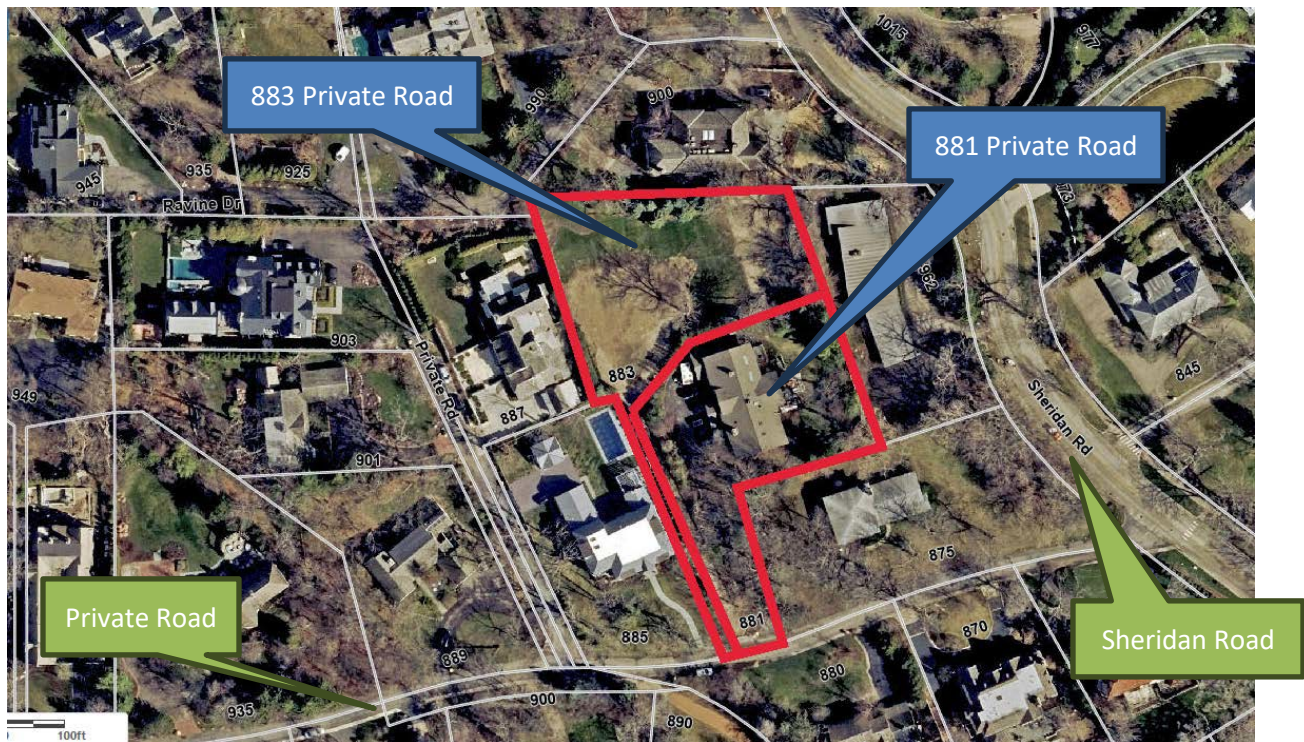


Figure 1 – Two Existing Lots

The Comprehensive Plan designates the Subject Property as appropriate for “Single-Family Residential” uses (Figure 2). The Subject Property is located in a residential area with single-family residences. The Land Use Map designates the surrounding properties as appropriate for “Single-Family Residential” uses.

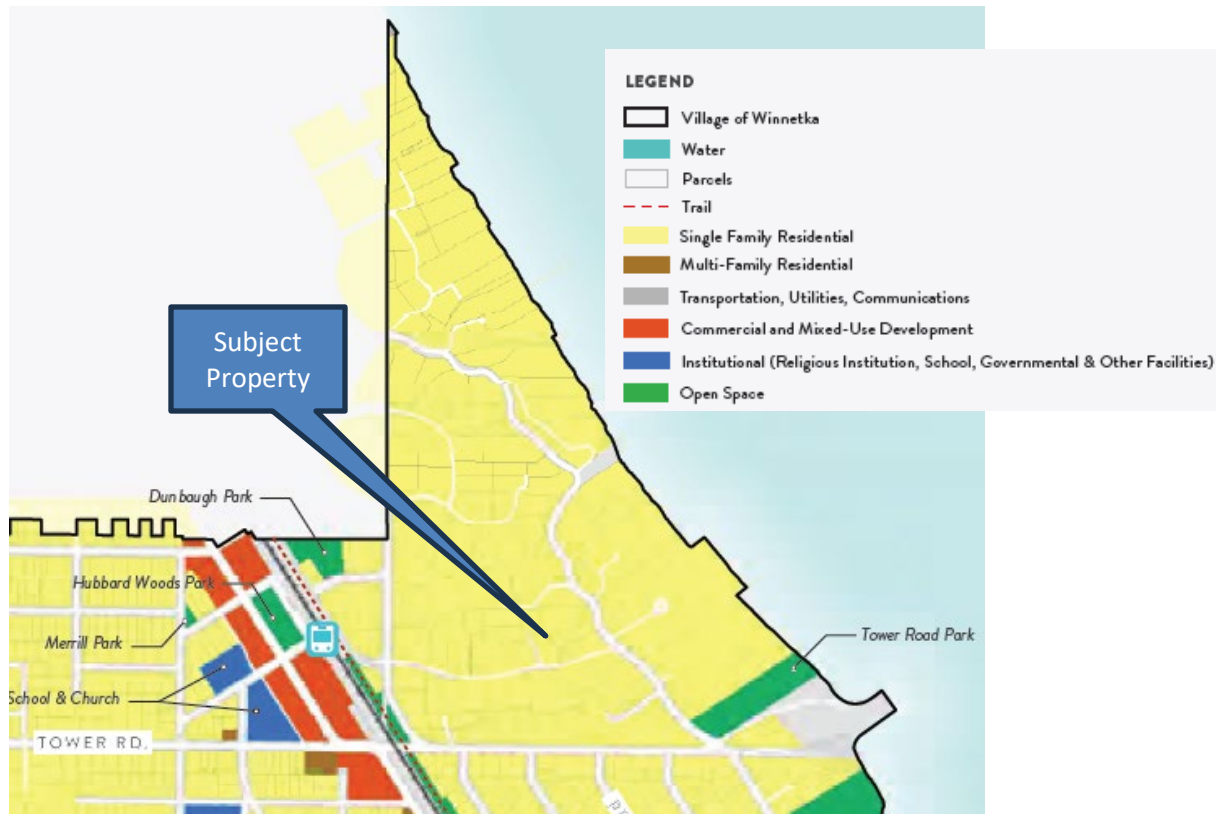


Figure 2 – Comprehensive Plan Land Use Map

The Comprehensive Plan also contains the following vision statement and goal relevant to the proposed application:

***Pillar 1: Quality Liveable Neighborhoods Vision Statement:** A community of connected neighborhoods with safe, pedestrian-oriented streets, tree-lined parkways, and a variety of well-maintained housing offerings to meet the needs of all of its residents and create a unique and powerful sense of place.*

***Goal 1.1:** The Village will encourage renovation of existing homes and construction of new homes to be contextually consistent with existing single-family housing in its neighborhood.*

***Initiative 1.1.6:** Strengthen and maintain the rich and diverse character of the Village's neighborhoods and sense of identity by highlighting each neighborhood's unique elements that contribute positively to the Village.*

The Subject Property is zoned R-2 Single Family Residential, and it is surrounded by the same (Figure 3). The Applicant's use of the Subject Property for a single-family residence is consistent with the Comprehensive Plan land use designation and the R-2 zoning district.



Figure 3 – Zoning Map

PROPERTY HISTORY AND PREVIOUS ZONING APPLICATIONS

881 Private Road. The original date of construction of 881 Private Road cannot be determined from Village records; however, it is estimated that the residence was constructed in 1908. The following subsequent building permits were issued in:

1. 1925 to construct a two-story garage addition;
2. 1938 to construct an addition and alter the interior and of the two-story residence;
3. 1941 to construct a one-story, one-car garage;
4. 1942 to construct one-story accessory building (studio);
5. 1969 to construct an attached garage; and
6. 1993 to construct an addition and remodel the residence.

Other minor permits have also been issued over the last several years. The owner of 881 Private Road acquired the property in 2022. There are two previous zoning cases on file for 881 Private Road:

1. In 1970, Case No. 1049 was denied by the ZBA to allow completion of a garage roof that encroached into the minimum required north side yard setback; and
2. In 1993, Case No. 1564 was approved by the ZBA to allow construction of an addition to the attached garage within the minimum required north side yard setback.

883 Private Road. In January 2024, demolition and site restoration permits were issued to allow the removal of a single-family residence on the 883 Private Road parcel, which was constructed in 1967. The lot is currently vacant. The owner of 883 Private Road acquired the property in 2023.

GENERAL DESCRIPTION OF PROPOSED PLAT OF SUBDIVISION

As described in the written narrative provided by the Applicant and included in **Attachment A**, the owners of each lot that make up the Subject Property have entered into a sales contract to convey a triangular portion of the 883 Private Road parcel and consolidate it with the 881 Private Road parcel. The owner of the 881 Private Road parcel is seeking the additional land to allow for improved access to the existing attached garage. The triangular area to be subdivided is 1,387 square feet and is highlighted below in Figure 4.

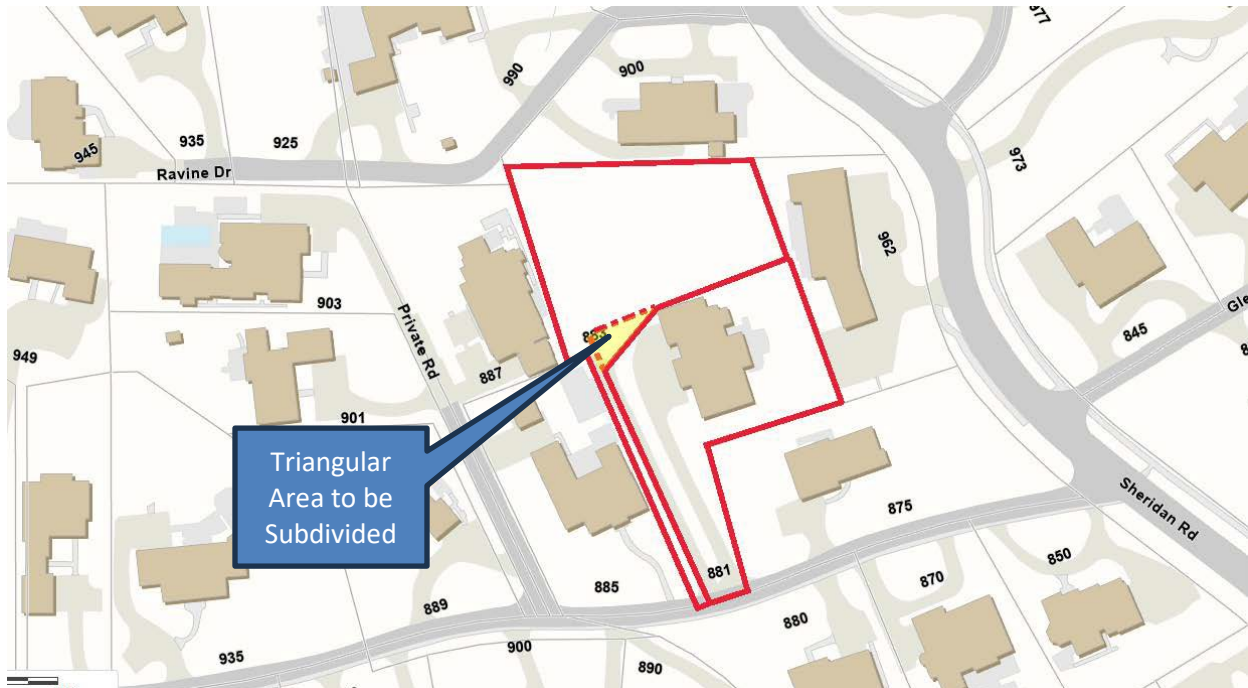


Figure 4 – Map View of Area to be Conveyed

The proposed subdivision would create new lots that would measure:

- 24,842 square feet (0.57 acres) - Proposed Lot 1 – 883 Private Road
- 25,610 square feet (0.59 acres) - Proposed Lot 2 – 881 Private Road

A neighborhood view of the proposed subdivision is represented in Figure 5 on the following page. An excerpt of the proposed *AJV Subdivision* is provided in Figure 6.

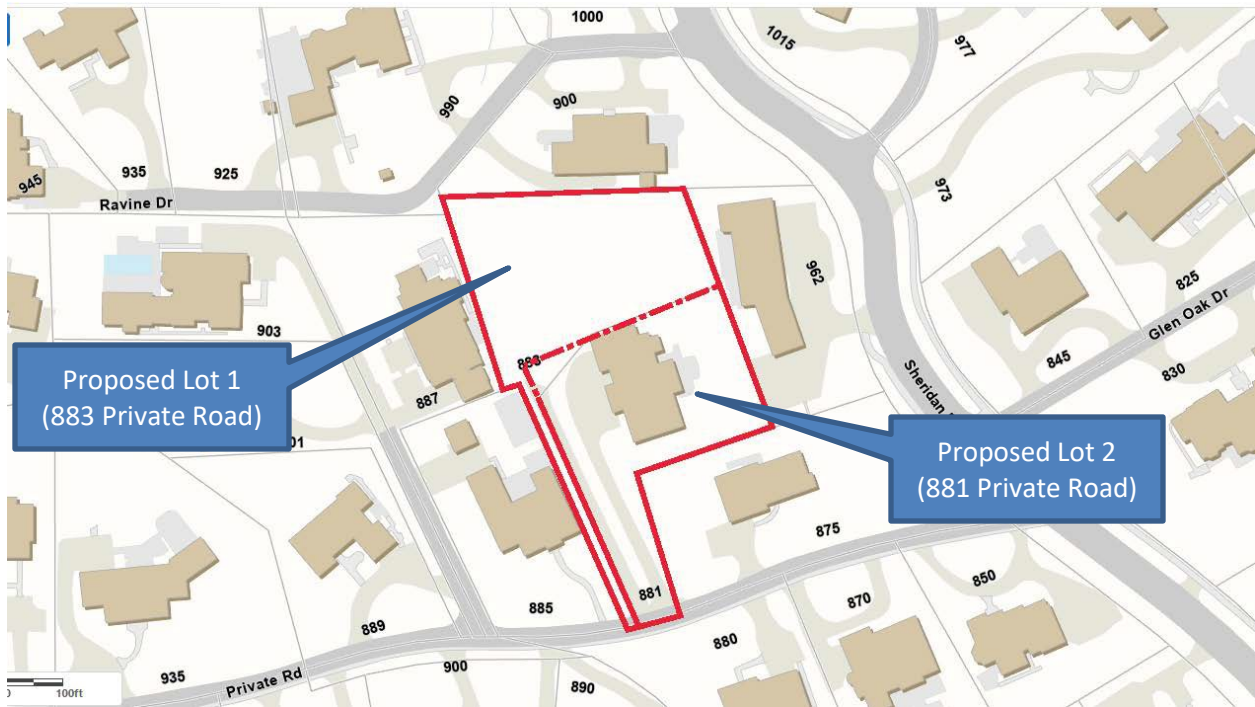


Figure 5 – Proposed subdivision (neighborhood map view)

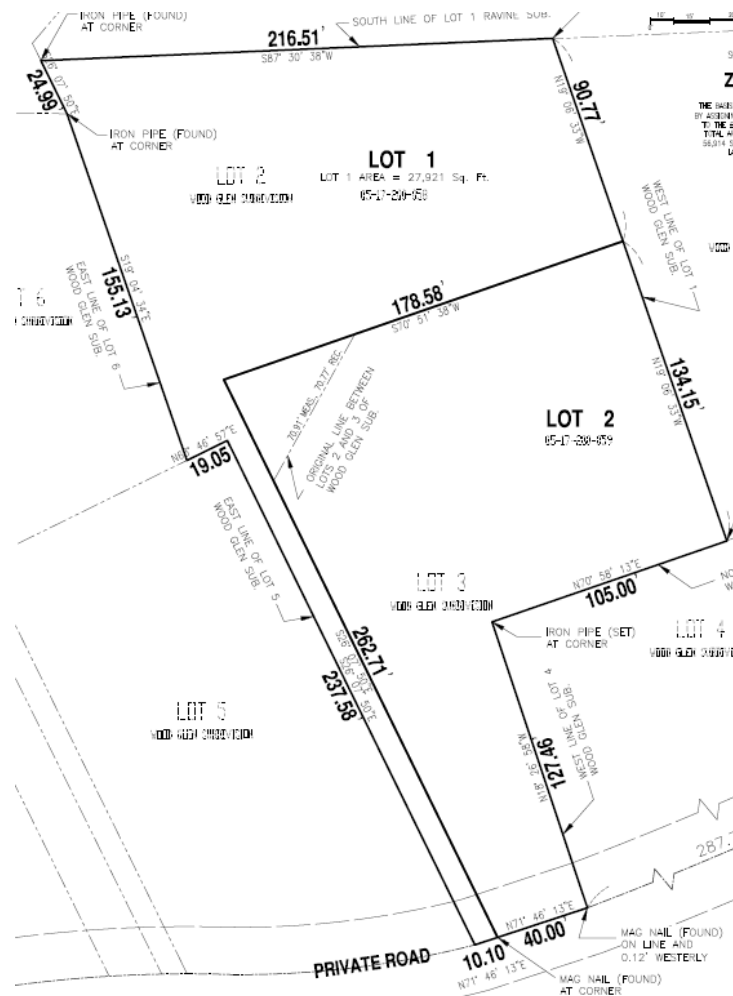


Figure 6 – Excerpt of AJV Subdivision Plat

DESCRIPTION OF ZONING STANDARDS

The Subject Property is located in the R-2 Single Family Residential zoning district, which is one of five different single family residential zoning classifications in the Village. The R-2 zoning district provides for larger, wider lots compared to most other residential zoning districts, with the R-2 zoning district's purpose statement describing the district as demonstrating a "small estate" character.

Residential Zoning Hierarchy

A comparison of the Village's five different residential zoning classifications (Table 1 below) shows the hierarchy of zoning standards throughout the Village's residential neighborhoods, ranging from larger "estate" character lots in portions of the Village, to smaller, more intensive developed areas.

Surrounding Zoning

Neighboring properties of the Subject Property are similarly zoned for larger lot sizes called for in the R-2 zoning district (minimum lot area of 24,000 square feet), as depicted in Figure 3 earlier in this report.

Table 1 Residential Zoning Hierarchy	R-1 ("estate" character)	R-2 ("small estate" character)	R-3 ("moderately intense" suburban character)	R-4 ("relatively intense" suburban character)	R-5 ("relatively intense" suburban character)
Minimum Lot Area	48,000 s.f.	24,000 s.f.	16,000 s.f.	12,600 s.f.	8,400 s.f.
Minimum Lot Width	150 ft.	100 ft.	75 ft.	60 ft.	60 ft.
Minimum Front Setback	50 ft.	50 ft.	40 ft.	30 ft.	30 ft.
Minimum Rear Setback	50 ft.	25 ft.	25 ft.	25 ft.	25 ft.

Table 1 – Residential Zoning Hierarchy

COMPLIANCE WITH ZONING STANDARDS – LOT SIZE AND DIMENSIONS

All subdivisions are evaluated by staff at the time of application to assure compliance with basic minimum quantitative measures including but not limited to (a) minimum lot area, (b) minimum lot width, and (c) minimum lot depth.

The proposed *AJV Subdivision* **does not comply** with minimum lot depth and minimum front street line requirements as summarized in Table 2 on the following page. Specifically, Proposed Lot 1 (883 Private Road) would have a front street line measuring 10.1 feet, whereas the minimum required front street line is 20 feet, a variation of 9.9 feet (49.5%). Additionally, Proposed Lot 2 (881 Private Road) would have a lot depth of 177.25 feet, whereas the minimum required lot depth for lots in the R-2 District is 200 feet, a variation of 22.75 feet (11.37%). It is important to note that both of the existing lots are nonconforming with respect to these same zoning standards. However, Section 16.12.010 Minimum land subdivision standards of the Subdivision Code requires all lots created by any plan for land subdivision shall comply with all standards of the Zoning Ordinance. Hence, the **proposed subdivision requires approval of variations** (standards highlighted yellow in Table 2) for which both the Plan Commission and Zoning Board of Appeals are charged with making a recommendation to the Village Council.

Table 2 R-2 Zoning Standards		Proposed Lot 1 883 Private	Proposed Lot 2 881 Private	Existing Lot 883 Private	Existing Lot 881 Private
Minimum Lot Area (Interior lot)	24,000 sq. ft.	24,842 sq. ft. COMPLIES	25,610 sq. ft. COMPLIES	26,406 sq. ft. COMPLIES	24,223 sq. ft. COMPLIES
Minimum Lot Width (average)	100 feet	120.35 feet COMPLIES	144.48 feet COMPLIES	127.92 feet COMPLIES	136.66 feet COMPLIES
Minimum Lot Width (at front street line)	20 feet	10.1 feet VARIATION OF 9.9 FT (49.5%)	40 feet COMPLIES	10.1 feet DOES NOT COMPLY	40 FEET COMPLIES
Minimum Lot Depth	200 feet	206.42 feet COMPLIES	177.25 feet VARIATION OF 22.75 FT(11.37%)	206.42 feet COMPLIES	177.25 feet DOES NOT COMPLY
Minimum Rectangular Area within Lot Boundaries	90 feet x 181.5 feet	COMPLIES	COMPLIES	COMPLIES	COMPLIES

Table 2 – R-2 Zoning Standards

COMPLIANCE WITH ZONING STANDARDS – REQUIRED SETBACKS AND BUILDING SIZE

The allowable size of buildings on a residential lot and the required amount of open space around the buildings is dictated by the Village Zoning Ordinance. As a general rule, the allowable size of buildings and the setback requirements for those buildings change with any modifications to lot dimensions. As a result, staff conducts analyses of proposed lots and the improvements on those lots to determine (a) whether any new zoning nonconformities would be created by the resubdivision and (b) whether there are any existing zoning nonconformities which will remain. In the event of a zoning nonconformity arising out of a proposed subdivision, relief must be granted by both the Plan Commission and Zoning Board of Appeals.

Staff evaluation of the proposed *AJV Subdivision* is summarized in Tables 3 and 4 on the following pages, indicating the extent to which the proposed resubdivided lots comply with (or fall short of) zoning standards. The item highlighted (in yellow) in Table 3 indicates the **creation of a zoning nonconformity**.

Description of minimum sum of setbacks of both side yards requirement – Side yard setback requirements are calculated based on a lot's width:

- Lots with an average lot width that is 100 feet or more: The minimum required sum of side yards setback is 30% of the average lot width.
- Lots with an average lot width that is less than 100 feet: The minimum required sum of side yards setback is 25% of the average lot width or 14 feet, whichever is greater.

Newly created zoning nonconformity (zoning variation required) – The proposed subdivision has the effect of increasing the average lot width of 881 Private Road to 144.48 feet, resulting in an increase in the required minimum sum of side yard setback to 43.34 feet. **As a result, the proposed larger lot renders the existing 881 Private Road residence (which has a total side yard setback 42.45 feet), nonconforming with the new minimum side yard requirement of 43.34 feet. The existing improvements providing a total side yard setback of 42.45 feet, are deficient with the new requirement by 0.89 feet or 2.05%.**

Table 3 – Zoning Setback Requirements		Proposed Lot 1 883 Private	Proposed Lot 2 881 Private	Existing Lot 883 Private	Existing Lot 881 Private
SETBACK REQUIREMENTS	Minimum Required Front Yard (West)	50 feet	50 feet	50 feet	50 feet
	Front yard provided by existing structures	N/A	58.31 feet	N/A	58.31 feet
	Minimum Required Side Yard	12 feet	12 feet	12 feet	12 feet
	Side yard provided by existing structures	N/A	12.3 feet	N/A	12.3 feet
	Minimum Required Total Side Yard	36.1 feet	43.34 feet	38.38 feet	41 feet
	Total Side Yard provided by existing structures	N/A	42.45 feet VARIATION OF 0.89 FT (2.05%)	N/A	42.45 feet
	Minimum Required Rear Yard	25 feet	25 feet	25 feet	12 feet
	Rear yard provided by existing structures	N/A	63.5 feet	N/A	63.5 feet

Table 3 – Zoning Setback Requirements

Table 4 – Zoning Building Size Requirements		Proposed Lot 1 883 Private	Proposed Lot 2 881 Private	Existing Lot 883 Private	Existing Lot 881 Private
ALLOWABLE BUILDING SIZE	Maximum Allowed Gross Floor Area (GFA)	7,528.66 ft.	7,705.3 sq. ft.	7,888.35 sq. ft.	7,386.29 sq. ft.
	GFA provided by existing structures	N/A	6,770.57 sq. ft.	N/A	6,770.57 sq. ft.
	Maximum Allowed Roofed Lot Coverage (RLC) (25% of lot area)	6,210.5 sq. ft.	6,402.5 sq. ft.	6,601.47 sq. ft.	6,055.75 sq. ft.
	RLC provided by existing structures	N/A	4,599.63 sq. ft.	N/A	4,599.63 sq. ft.
	Maximum Allowed Impermeable Lot Coverage (ILC) (50% of lot area)	12,421 sq. ft.	12,805 sq. ft.	13,202.94 sq. ft.	12,111.5 sq. ft.
	ILC provided by existing structures	N/A	9,215.63 sq. ft.	N/A	9,215.63 sq. ft.

Table 4 – Zoning Building Size Requirements

COMPLIANCE WITH SUBDIVISION CODE STANDARDS

All changes to the configuration of parcels of land are classified as Land Subdivisions under the Village Code and are subject to review by the Plan Commission and approval by the Village Council. As part of that review process, resubdivisions are subject to review for compliance with both the Village Subdivision Code as well as the Zoning Ordinance.

According to Section 16.12.010 Minimum land subdivision standards of the Subdivision Code, subdivisions shall conform with the Comprehensive Plan and with the minimum standards outlined in Section 16.12.010, such as the street system, street and alley widths, lot size, etc. The proposed subdivision does not comply with the minimum subdivision standards as it would result in: (i) one lot that does not comply with the minimum lot depth requirements of the Zoning Ordinance, and (ii) one lot that does not comply with the minimum front street line requirements of the Zoning Ordinance. As noted earlier in this report and represented in Table 2, the existing lots are also nonconforming with respect to these standards.

Section 16.12.010(F) [Minimum land subdivision standards – Variations and Exceptions] of the Subdivision Code states that *“Whenever the land to be subdivided is of such unusual size or shape or is surrounded by such development or unusual conditions that the strict application of this section would result in real difficulties and substantial hardships or injustices, the Plan Commission may vary or modify such requirements so that the owner is allowed to develop the land in a reasonable manner; provided that, public health, safety, welfare and convenience are protected.”*

Pre-existing zoning nonconformity (finding of No Material Increased Adverse Impact required) – One existing nonconformity **will remain** on the 881 Private parcel (Lot 2). The existing residence has a nonconforming front-facing garage 26.9 feet in width, whereas the maximum permitted width for an attached garage with garage doors that face a front yard is 22 feet. Even though the lot is a “flag lot” that does not have a traditional front yard facing the street, the regulation still applies.



Figure 7 – Front (West) Elevation of 881 Private Road (Proposed Lot 2)

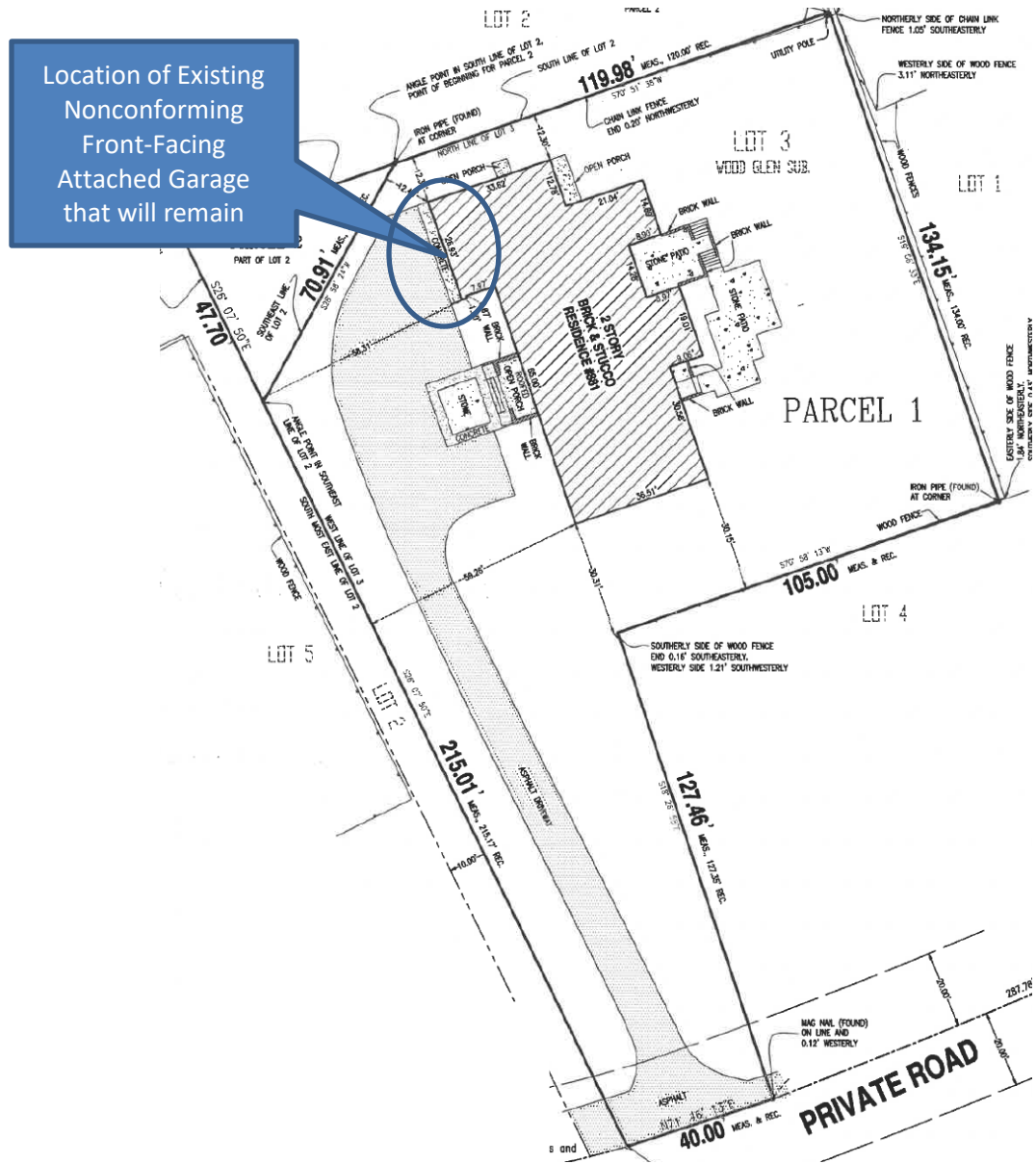


Figure 8 – Excerpt of 881 Private Road Plat of Survey

Pursuant to Section 16.12.010(D) of the Subdivision Code, in the instance of such nonconformity, the Plan Commission must consider the existence of such nonconformity, and *"shall determine whether such nonconformity, in the context of the proposed subdivision, would result in a material increased adverse impact upon the public health, safety or welfare."*

In terms of conformance with the Comprehensive Plan, the proposed subdivision conforms with the Comprehensive Plan as the Land Use Map designates the Subject Property as appropriate for single-family residential uses, which are the proposed uses of the resubdivided lots.

STORMWATER

The proposed subdivision consists of relocating the lot line dividing two properties. Any future improvements on either lot will be evaluated by Village Engineering staff for compliance with Village stormwater regulations upon submittal of permits necessary for site improvements.

For reference, Figure 9 below represents the Subject Property's proximity to the 100-year flood plain. The cyan represents the 100-year flood area.

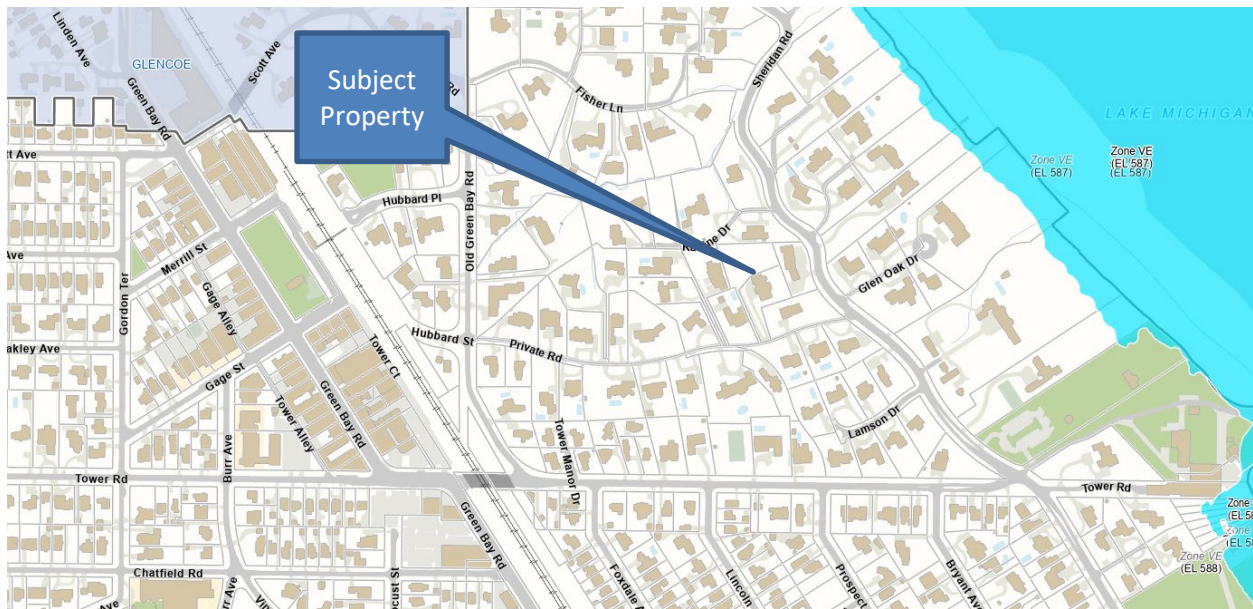


Figure 9 – GIS Floodplain Map

COMMISSION CONSIDERATION

The Village Code does not require an applicant to obtain preliminary plat approval as a precondition of final plat approval. In this case, the Applicant has chosen to directly proceed with the final plat review.

In addition to evaluating prescriptive standards of the zoning and subdivision code, consideration of Final Subdivision Plat approval also needs to consider the details of the final plat such as utility easements, final plat formatting and related matters. The Village Water & Electric and Engineering Departments have reviewed the proposed subdivision and are not requiring any utility easements. All necessary signature blocks are provided on the plat of subdivision.

FINDINGS & RECOMMENDATION

The Plan Commission is to consider whether the proposed subdivision is consistent with the Comprehensive Plan and whether the variations listed below comply with Section 16.12.010.F. "Variations and Exceptions", which states:

"Whenever the land to be subdivided is of such unusual size or shape or is surrounded by such development or unusual conditions that the strict application of this section would result in real difficulties and substantial hardships or injustices, the Plan Commission may vary or modify such requirements so that the owner is allowed to develop the land in a reasonable manner; provided that, public health, safety, welfare and convenience are protected."

Requested Variations to allow:

- a. Proposed Lot 1 (883 Private Road) to provide less than the minimum required front street line for interior lots of 20 feet;
- b. Proposed Lot 2 (881 Private Road) to provide less than the minimum required lot depth of 200 feet for a lot in the R-2 Single Family Residential Zoning District; and

- c. The existing residence at 881 Private Road (Proposed Lot 2) to observe less than the minimum required total side yard setback, which is due to an increase in the minimum required total side yard setback as a result of the proposed increase in total lot area and increase in average lot width.

Lastly, the Commission is to consider the existence of the nonconforming front-facing attached garage that will remain and *“shall determine whether such nonconformity, in the context of the proposed subdivision, would result in a material increased adverse impact upon the public health, safety or welfare.”*

After hearing from the Applicant and the public, the Commission may decide to take action on one or two options:

- 1) Continue further review of the application to a specific date in order to provide the Applicant and/or staff additional time to address questions and comments from the Commission; or
- 2) Consider a motion recommending approval or denial of the Final Plat of Subdivision. If the Commission is prepared to make a recommendation to the Village Council regarding the requested relief, a Commissioner may wish to make a motion recommending approval or recommending denial based upon the following:

Move to recommend **approval [denial]** of:

The proposed AJV Subdivision Final Plat relocating the lot line dividing 881 Private Road and 883 Private Road, as the **Final Plat of Subdivision**, which subdivision requires:

A. Variations to allow:

- a. Proposed Lot 1 (883 Private Road) to provide less than the minimum required front street line for interior lots of 20 feet [Section 17.30.020 Lot Width and Street Frontage];
- b. Proposed Lot 2 (881 Private Road) to provide less than the minimum required lot depth of 200 feet for lots in the R-2 Single-Family Residential Zoning District [Section 17.30.010 Lot Area, Shape and Dimensions];
- c. The existing residence at 881 Private Road (Proposed Lot 2) to observe a total side yard setback of 42.45 feet, whereas a minimum of 43.34 feet is required [Section 17.30.060 Side Yard Setback];

- B. A finding of “No Material Increased Adverse Impact” for the existing front-facing attached garage at 881 Private Road (Proposed Lot 2), which exceeds the maximum permitted width of 22 feet;

- C. **A finding that the subdivision is [is not]** consistent with the Comprehensive Plan’s Land Use Map designation of the Subject Property as appropriate for “Single-Family Residential” development.

[If the Commission chooses to place conditions as part of its recommendation of approval, it will want to include the conditions here.]

ATTACHMENTS

Attachment A: Application Materials

Attachment B: Proposed Plat of Subdivision (AJV Subdivision)



ATTACHMENT A

Village of Winnetka
SUBDIVISION/CONSOLIDATION APPLICATION

BY: VILLAGE OF WINNETKA, ILLINOIS
DEPARTMENT OF COMMUNITY DEVELOPMENT

SUBDIVISION/CONSOLIDATION APPLICATION

Case No. 25-12-30

Property Information

Site Address: 881 Private Road purchase of portion of 883 Private Road
Parcel Identification Number(s) (PIN): 881 Private: 05172000590000, 883 Private Road: 05172000580000

Property Owner Information

Name: Jesse Van Dyke

Primary Contact: Jesse Van Dyke

Address: 881 Private Road

City, State, Zip: Winnetka, IL. 60093

Phone No. [REDACTED]

Email: [REDACTED]

Date owner acquired property: 07/15/2022

Architect Information

Name: N/A

Primary Contact: _____

Address: _____

City, State, ZIP: _____

Phone No. _____

Email: _____

Property Owner Signature: [REDACTED]

Surveyor Information

Company Name: B.H. Suhr & Company, Inc.

Primary Contact: Tanja Zec

Address: 450 Skokie Blvd.

City, State, Zip: Northbrook, IL. 60062

Phone No. 847-864-6315

Email: tanja@bhsuhr.com

Attorney Information

Name: N/A

Primary Contact: _____

Address: _____

City, State, Zip: _____

Phone No. _____

Email: _____

Date: June 12, 2025

VILLAGE OF WINNETKA, ILLINOIS
DEPARTMENT OF COMMUNITY DEVELOPMENT

SUBDIVISION/CONSOLIDATION APPLICATION

Case No. _____

Property Information

Site Address: 883 Private Road, Winnetka, IL. 60093

Parcel Identification Number(s) (PIN): 05172000580000

Property Owner Information

Name: MARTHA WHEALY, Trustee of the CLB CHILDREN GRAT TRUST II UAD 07/29/08

Primary Contact: Peter Bernick

Address: Private Road

City, State, Zip: Winnetka, IL. 60093

Phone No. [REDACTED]

Email [REDACTED]

Date owner acquired property: _____

Architect Information

Name: _____

Primary Contact: _____

Address: _____

City, State, ZIP: _____

Phone No. _____

Surveyor Information

Company Name: _____

Primary Contact: _____

Address: _____

City, State, Zip: _____

Phone No. _____

Email: _____

Attorney Information

Name: _____

Primary Contact: _____

Address: _____

City, State, Zip: _____

Phone No. _____

08/12/2025

RECEIVED
AUG 14 2025
BY: _____

**CANNING & CANNING LLC
1000 SKOKIE BOULEVARD, SUITE 355
WILMETTE, ILLINOIS 60091**

CHRISTOPHER S. CANNING
DIRECT DIAL NUMBER
(847) 853-7040
chris@canninglegal.com

August 14, 2025

VIA HAND DELIVERY

Layla Danley
Chair, Plan Commission
Village of Winnetka
c/o Ann Klaassen
Assistant Director of Community Development
Village of Winnetka
510 Green Bay Road
Winnetka, IL 60093

Re: Application for Subdivision at 881-883 Private Road.

Dear Chair Danley and Members of the Plan Commission:

I am writing on behalf of Jesse Van Dyke and Victoria Malkin (the “Van Dykes”) the owners of 881 Private Road regarding their joint application with The CLB Children Grant Trust II under agreement dated July 29, 2008, the owners of 883 Private Road (the “Trust”) (collectively the “Applicants”) to subdivide a small parcel of the lot at 883 Private Road (the “Triangle”) and consolidate it with the lot at 883 Private Road. The Applicants have entered into sales contract contingent on the approval of the subdivision. The Trust has authorized the Van Dykes to proceed with the application for the subdivision and any variations that may be needed. As set forth more fully below, the Van Dykes seeks to acquire the Triangle and attach it to their lot to preserve the existing home, to gain access to the garage and to square the corner of their lot. For the reasons set forth below, the Applicants respectfully request that the Plan Commission of Village of Winnetka recommend the granting of the requested subdivision.

I. 881 and 883 Private Road.

Both 883 and 881 Private Road are located within the R-2 Residential Zoning District. Both properties are located on legal, non-conforming flag lots. Both properties are surrounded by

single-family homes. Presently, the lot at 883 Private Road has a lot area of 29,315 sq. ft. and the lot at 881 Private Road has a lot area of 27,653. The Triangle to be subdivided and conveyed from 883 Private Road to 881 Private Road has a lot area of 1,387 sq. ft. (Photos of the Triangle are attached as Exhibits A and B).

II. A brief history of 881 and 883 Private Road.

Constructed in 1908, the residence currently known as 881 Private Road, formerly designated as 960 Sheridan Road, is believed to have been the first dwelling constructed west of Sheridan Road within the Hubbard Woods Estate subdivision. The property originally comprised a substantially larger tract spanning multiple acres. Over the course of several decades, successive owners subdivided and conveyed portions of the original parcel through a series of recorded transactions. In or around 1965, a then-owner of 881 Private Road completed the final subdivision of the remaining land, resulting in the creation of a separate legal parcel now known as 883 Private Road. Both the 881 Private Road and 883 Private Road lots were platted as “flag” lots.

At the time of this subdivision, the parcel designated as 883 Private Road included the location of the coach house formerly associated with 881 Private Road. The coach house was subsequently demolished, and a new single-family residence was constructed on the 883 Private Road lot, with completion occurring approximately in 1967. The driveway width of 10.1’ was presumably created at or before that time. In 2024, the Trust demolished that residence.

In 1994, the owners of 881 Private Road undertook significant improvements to the property, including the demolition of a detached single-car garage and the construction of an attached two-car garage. Due to the configuration of the lot line established by the 1965 subdivision, particularly along the northwest corner of the 881 parcel, vehicular access to the northernmost garage bay is severely constrained. The northernmost parking bay’s limited usability is due to the impracticality of vehicular ingress and egress, which requires a series of difficult turning maneuvers. As of the date of this statement, the northernmost bay remains unused for parking purposes because of these access limitations.

A reconfiguration of the lot lines to regularize and square off the respective parcels at 881 Private Road and 883 Private Road would materially reduce the irregularity of the existing lot shapes and resolve the long-standing vehicular access issue affecting the northernmost garage bay at 881 Private Road.

The proposed subdivision resulting in the Triangle meets all the minimum Village of Winnetka zoning criteria for both 881 Private Road and 883 Private Road except for two criteria. For 881 Private Road, if the subdivision is granted, the 883 Private Road lot will have a lot depth measuring 177.25 feet, whereas the minimum required lot depth is 200 feet. As for 883 Private Road, if the subdivision is granted, the lot will have a front street line measuring 10.1 feet, whereas the minimum required front street line is 20 feet. It is important to note that the current front street line is and has been 10.1 feet for many years. A front street line of this dimension is very common on Private Road. The following lots all have front street lines of a similar size: 887 Private Road, 10’, 901 Private Road, 10’, 903 Private Road, 11.07’, 949 Private Road, 10’, 953

Private Road, 10'. The subdivision will not change this legal nonconformity. For 881 Private Road, the proposed subdivision results in increased lot area and average lot width causing the existing improvements to not comply with the total side yard setback requirement for the new lot and thus relief is being sought from the Zoning Board.

Therefore, the Applicants are asking by a separate application that the Zoning Board grant them the variations to allow the proposed subdivided lot to be under the required lot depth, the total side yard setback requirement and the minimum required front street line.

III. **Standards of Review.**

Pursuant to the Village of Winnetka Code and Zoning Ordinance, any application to subdivide a parcel must meet the requirements of Chapter 16 of the Code related to Subdivisions and §17.30.010 and 17.30.020 of the Zoning Ordinance setting forth the yard regulations for the R-2 Residential zoning district.

Chapter 16.12.10 D requires subdivided lots to adhere to the following standards:

1. *All lots created by any plan for land subdivision shall comply with all standards of the Zoning Ordinance, except as provided in this chapter.*
2. *All side lines of lots shall be approximately perpendicular to street lines, or radial to curved street lines unless, in the opinion of the Plan Commission, a variation of the requirement would enhance public safety or convenience.*
3. *All lots created by any plan for land subdivision shall meet the lot area requirements of the Zoning Ordinance. All lot area calculations shall exclude all easements for ingress and egress, all public or private streets, all public or private alleys, and the access corridor, or "flagpole," of any flag lot.*
4. *Where a lot is already improved with buildings or structures, the plan shall show whether the dimensions and locations of such improvements comply with the use, intensity of use of lot (including impermeable surface requirements), setback, side yard, rear yard and other bulk requirements of the Zoning Ordinance then in effect. If a prior legal nonconformity, or a previously granted variation, with respect to any such requirements exists, the Plan Commission shall determine whether such nonconformity or previously granted variation, in the context of the proposed subdivision, would result in a material increased adverse impact upon the public health, safety or welfare. If such a determination is made, the Plan Commission may deny the plan for land subdivision. No plan for land subdivision which itself creates a departure from such requirements shall be approved by the Plan Commission until such time as a variation for such departure is granted by the Zoning Board of Appeals or the Village Council, as the case may be, in accordance with the Zoning Ordinance.*
5. *At intersections with major streets, acute angle intersections and other places where, in the opinion of the Plan Commission, safety or convenience of traffic movement would be enhanced, corners shall be cut back by joining the intersecting street lines through circular arcs having adequate radii.*
6. *No plan for any land subdivision shall be approved if it results in the creation of one or more lots having side lot lines abutting rear lot lines.*

7. All lots created by any plan for land subdivision shall meet the lot depth requirements of the Zoning Ordinance. Notwithstanding the foregoing, the access corridor, or “flagpole,” shall be excluded when measuring the lot depth of a flag lot.

8. All lots created by any plan for land subdivision shall meet the lot width requirements of the Zoning Ordinance. Notwithstanding the foregoing, all new flag lots shall meet the minimum lot width requirements of the Zoning Ordinance, both as measured by excluding the access corridor, or “flagpole,” and as measured by including the access corridor or “flagpole.”

9. All lots created by any plan for land subdivision shall meet all yard and setback requirements of the Zoning Ordinance. Notwithstanding the foregoing, for any flag lot that has a front street line that is less than fifty (50) feet long and that is at least seventy-five (75) feet wide at its widest point, all yards and setbacks shall be measured based both on using the actual front street line as the front lot line, and on using as the front lot line the lot line from which the Director determines the front setback shall be measured for development purposes.

The Applicants request for a subdivision complies with or seeks to comply through variances as permitted under the Code with these requirements in the following ways:

1. Both the lots at 881 Private Road and 883 Private Road are legal nonconforming flag lots. They comply with all standards of the Zoning Ordinance except in two respects. To the extent that 883 Private Road has a minimum front street line less than required and to the extent that 881 Private Road has a lot depth less than required, the Applicants will seek a variation from the Zoning Ordinance.

2. Both the lots at 881 Private Road and 883 Private Road meet and will continue to meet this standard after the subdivision of the Triangle from 883 Private Road to 881 Private Road.

3. Both the lot at 881 Private Road and the lot at 883 Private Road exceed the minimum lot area requirement.

4. Both 881 Private Road and 883 Private Road are legal nonconforming flag lots. The subdivisions of the Triangle and the conveyance from 883 Private Road to 881 Private Road will not change the legal nonconforming status of either lot or increase the nonconformity of either lot.

5. This standard is inapplicable for both 881 Private Road and 883 Private Road.

6. This standard is met by both 881 Private Road and 883 Private Road.

7. The “new” 883 Private Road lot meets this standard. The “new” 881 Private Road does not meet this standard and thus, the Van Dykes are seeking a variation from this standard.

8. The “new” 883 Private Road lot meets this standard. The “new” 881 Private Road meets this standard, but the existing improvements do not comply with the existing total side yard setback requirement or the new total side yard setback requirement. The Van Dykes will seek a variation from this requirement.

9. See Response to Standard #8

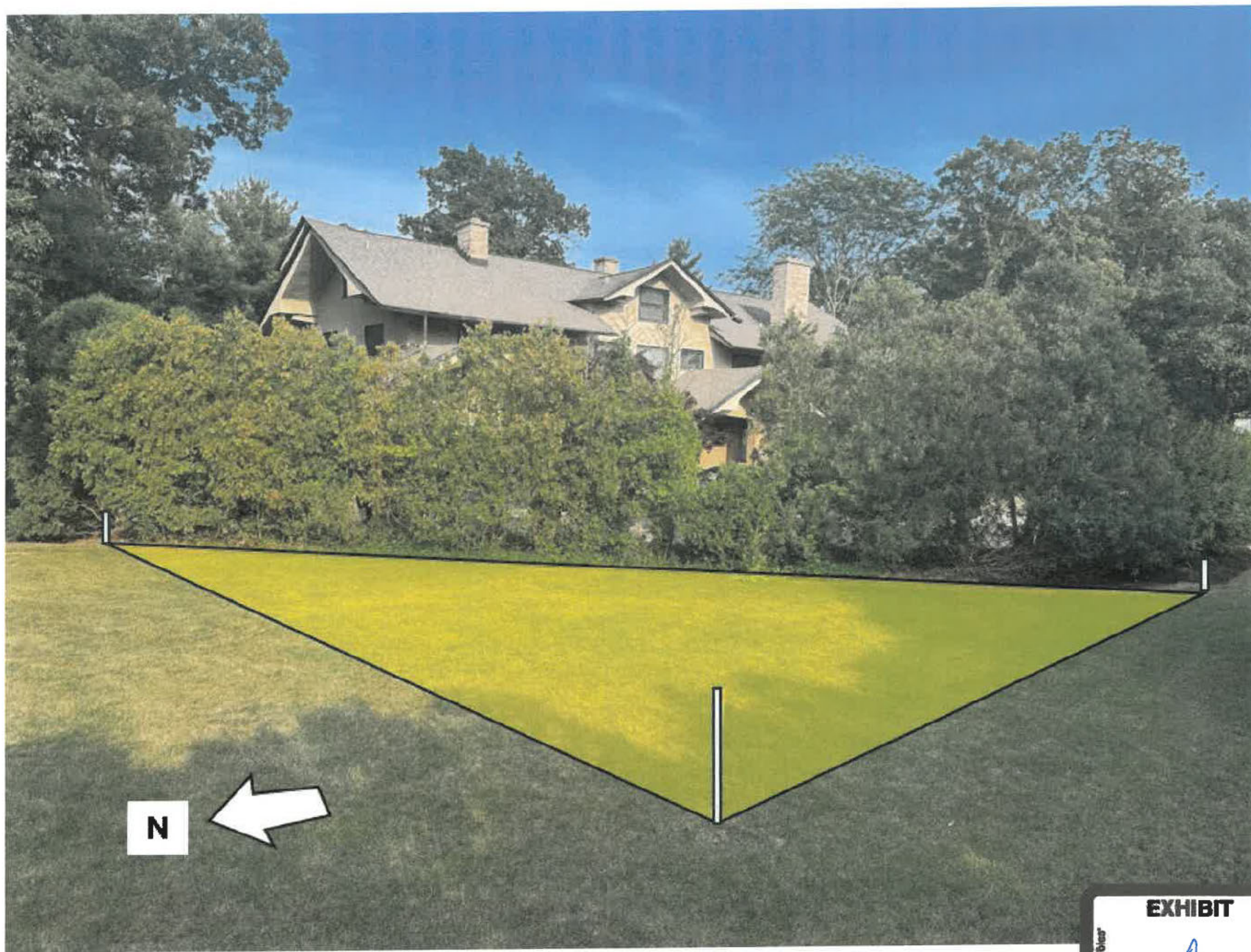
August 14, 2025
Page 5

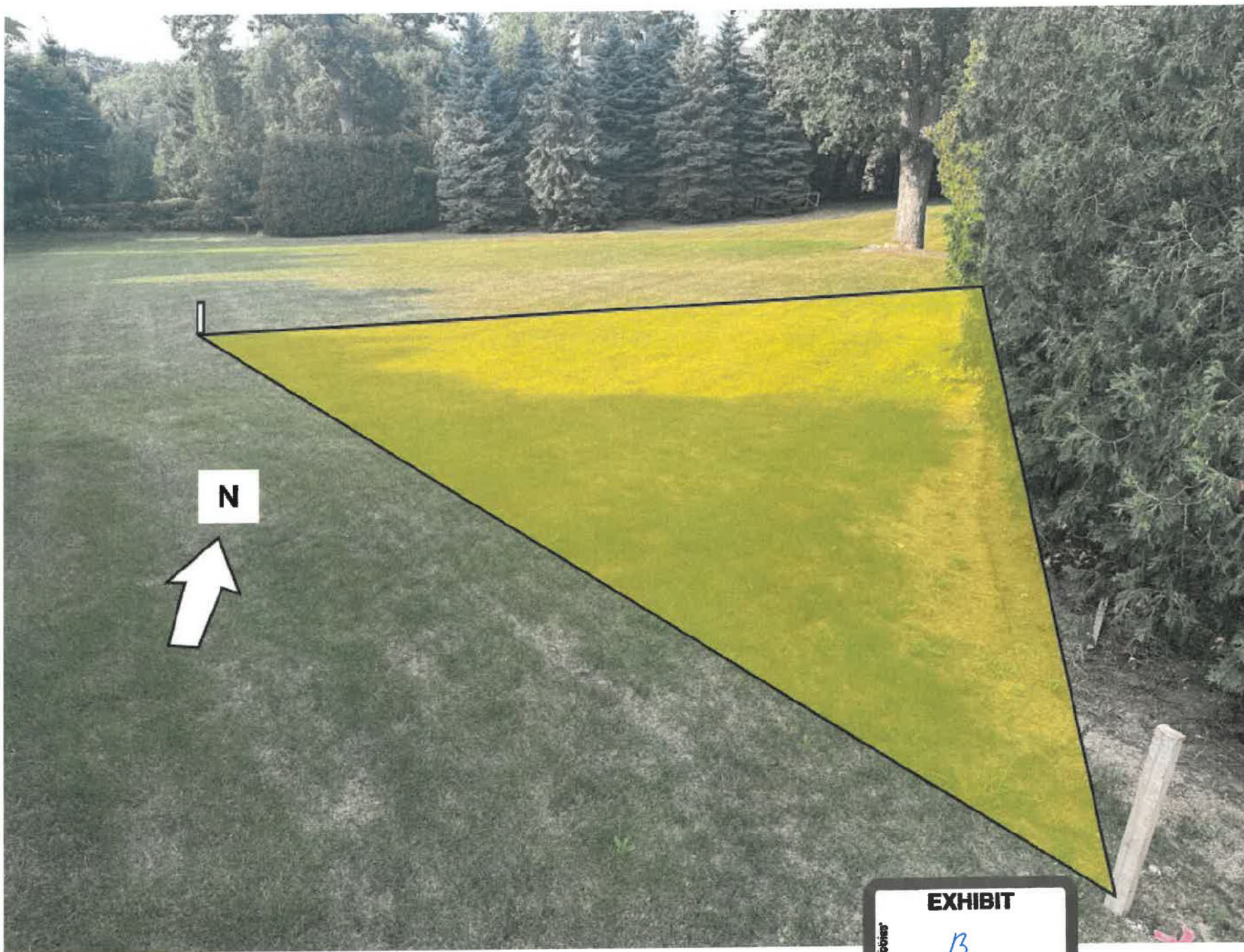
Since the proposed subdivision meets the standards of review or variations are being sought for any requirements that do not, the Van Dykes and the Trust ask that the Plan Commission recommend approval of their application. We look forward to the opportunity to appear at the Public Hearing on the application and answer any questions the Plan Commission may have. Thank you for your consideration of this request.

Very truly yours,

A large black rectangular redaction box covering the signature area.

Christopher S. Canning





VILLAGE OF WINNETKA, ILLINOIS
DEPARTMENT OF COMMUNITY DEVELOPMENT

ZONING VARIATION APPLICATION

Case No. _____

Property Information

Site Address: 881 Private Road

Owner Information

Name: Jesse Van Dyke

Address: 881 Private Road

City, State, ZIP: Winnetka, IL 60093

Email: [REDACTED]

Primary Contact: _____

Phone No. [REDACTED]

Date property acquired by owner: _____

Architect Information

Name: _____

Primary Contact: _____

Address: _____

City, State, ZIP: _____

Phone No. _____

Email: _____

Attorney Information

Name: Christopher S. Canning

Primary Contact: _____

Address: 1000 Skokie Blvd., Ste. 355

City, State, Zip: Wilmette, IL 60091

Phone No. 847.853.7040

Email: chris@canninglegal.com

Nature of any restrictions on property: None

Brief explanation of variation(s) requested (attach separate sheet providing additional details): _____

Applicant seeks variations for lot depth and total side yard setback. See
attached narrative.

Property Owner Signature: [REDACTED]

Date: 08/22/2025

VILLAGE OF WINNETKA, ILLINOIS
DEPARTMENT OF COMMUNITY DEVELOPMENT

ZONING VARIATION APPLICATION

Case No. _____

Property Information

Site Address: 883 Private Road, Winnetka, IL. 60093

Owner Information

Name: MARTHA WHEALY, Trustee of the CLB CHILDREN GRAT TRUST II UAD 07/29/08

Address: 883 Private Road

City, State, ZIP: Winnetka, IL 60093

Email: [REDACTED]

Primary Contact: Peter Bernick

Phone No. [REDACTED]

Date property acquired by owner: _____

Architect Information

Name: _____

Primary Contact: _____

Address: _____

City, State, ZIP: _____

Phone No. _____

Email: _____

Attorney Information

Name: _____

Primary Contact: _____

Address: _____

City, State, Zip: _____

Phone No. _____

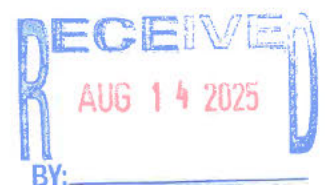
Email: _____

Nature of any restrictions on property: _____

Brief explanation of variation(s) requested (attach separate sheet providing additional details): _____

Pro

08/12/2025



PROPERTY OWNER AUTHORIZATION LETTER
(Zoning Variation Application)

Property Address: 883 Private Road, Winnetka, IL 60093

Parcel Number: 05-17-200-058-0000

This letter shall serve to notify and verify that I/we am/are the legal owners of the property described and attached hereto and do hereby authorize the applicant to file and represent my/our interest in the above-referenced applications(s). I/we have read this Letter of Authorization and know the contents thereof; and so hereby certify (or declare) under penalty of perjury under the laws of the State of Illinois that the information contained in the above referenced application(s) is true and correct.

OWNER(S) OF RECORD
Murtha W. Walsh
Printed Name Signature

[Redacted Signature]

8/12/25

Printed Name

Signature

Date



**CANNING & CANNING LLC
1000 SKOKIE BOULEVARD, SUITE 355
WILMETTE, ILLINOIS 60091
(847) 853-7042 - FAX**



CHRISTOPHER S. CANNING
DIRECT DIAL NUMBER
(847) 853-7040
chris@canningequal.com

August 14, 2025

VIA HAND DELIVERY

Matthew Bradley, Chair
Zoning Board of Appeals
Village of Winnetka
c/o Ann Klaassen
Assistant Director of Community Development
Village of Winnetka
510 Green Bay Road
Winnetka, IL 60093

**Re: Request for Variations related to Application for Subdivision at 881-883
Sunset Road.**

Dear Chairperson Bradley and Members of the Zoning Board:

I am writing I am writing on behalf of Jesse Van Dyke and Victoria Malkin (the "Van Dykes") the owners of 881 Private Road regarding their joint application with The CLB Children Grant Trust II under agreement dated July 29, 2008, the owners of 883 Private Road (the "Trust") (collectively the "Applicants") to subdivide a small parcel of the lot at 883 Private Road (the "Triangle") and consolidate it with the lot at 881 Private Road. The Van Dykes and the Trust have entered into a contract contingent on the approval of the subdivision. The Trust has authorized the Van Dykes to proceed with the application for the subdivision and any variations that may be needed. As set forth more fully below, the Van Dykes seeks to acquire the Triangle and attach it to their lot to preserve the existing home, to gain access to the garage and to square the corner of their lot. The Plan Commission will hear the Subdivision Application on September 24, 2025.

Both the lot at 881 Private Road and the lot at 883 Private Road are legal nonconforming flag lots under the Zoning Ordinance. If the subdivision is granted, the newly created lot at 883 Private Road will be non-conforming in that it has and will have a front street line measuring 10.1 feet, whereas the minimum required front street line is 20 feet. It is important to note that the current front street line is and has been 10.1 feet since the lot was created by a prior subdivision. The newly created lot at 881 Private Road will have a lot depth measuring 177.25 feet, whereas the minimum required lot depth is 200 feet as required in the R-2 Zoning District. It is important to note that the current lot depth of 881 Private Road has been non-conforming since the 1965 subdivision of the two properties. The existing home that was presumably in a conforming location since it was built in 1908, will also now encroach into the side yard setback on the south side of the home by 1.19' and a variation is requested for that amount of the encroachment. Please note that the home has not moved but rather the method for calculating side yard sets backs with the addition of the Triangle causes the need for the variation. Therefore, the Applicants seek variations from these requirements. For the reasons set forth below, the Applicants respectfully request that the Zoning Board of Village of Winnetka recommend the granting of the requested variations.

I. 881 and 883 Private Road.

Both 883 and 881 Private Road are located within the R-2 Residential Zoning District. Both properties are located on legal, non-conforming flag lots. Both properties are surrounded by single-family homes. Presently, the lot at 883 Private Road has a lot area of 29,315 sq. ft. and the lot at 881 Private Road has a lot area of 27,653. The Triangle to be subdivided and conveyed from 883 Private Road to 881 Private Road has a lot area of 1,387 sq. ft. (Photos of the Triangle are attached as Exhibits A and B).

II. A brief history of 881 and 883 Private Road.

Constructed in 1908, the residence currently known as 881 Private Road, formerly designated as 960 Sheridan Road, is believed to have been the first dwelling constructed west of Sheridan Road within the Hubbard Woods Estate subdivision. The property originally comprised a substantially larger tract spanning multiple acres. Over the course of several decades, successive owners subdivided and conveyed portions of the original parcel through a series of recorded transactions. In or around 1965, a then-owner of 881 Private Road completed the final subdivision of the remaining land, resulting in the creation of a separate legal parcel now known as 883 Private Road. Both the 881 Private Road and 883 Private Road lots were platted as "flag" lots.

At the time of this subdivision, the parcel designated as 883 Private Road included the location of the coach house formerly associated with 881 Private Road. The coach house was subsequently demolished, and a new single-family residence was constructed on the 883 Private Road lot, with completion occurring approximately in 1967. The driveway width of 10.1' was presumably created at or before that time. In 2024, the Trust demolished that residence.

In 1994, the then owners of 881 Private Road undertook significant improvements to the property, including the demolition of a detached single-car garage and the construction of an attached two-car garage. Due to the configuration of the lot line established by the 1965 subdivision, particularly along the northwest corner of the 881 parcel, vehicular access to the northernmost garage bay is severely constrained. The northernmost parking bay's limited usability is due to the impracticality of vehicular ingress and egress, which requires a series of difficult turning maneuvers. As of the date of this statement, the northernmost bay remains unused for parking purposes because of these access limitations.

A reconfiguration of the lot lines to regularize and square off the respective parcels at 881 Private Road and 883 Private Road would materially reduce the irregularity of the existing lot shapes and resolve the long-standing vehicular access issue affecting the northernmost garage bay at 881 Private Road.

The proposed subdivision resulting in the Triangle meets all the minimum Village of Winnetka zoning criteria for both 881 Private Road and 883 Private Road except for three criteria. For 881 Private Road, if the subdivision is granted, the new 881 Private Road lot will have a lot depth measuring 177.25 feet, whereas the minimum required lot depth is 200 feet. The new 881 Private Road lot will now have an existing side yard on the south side of 30.15' where the required side yard is 31.34', a difference of 1.19' or 14.28 inches. As for 883 Private Road, if the subdivision is granted, the lot will have a front street line measuring 10.1 feet, whereas the minimum required front street line is 20 feet. It is important to note that the current front street line is and has been 10.1 feet for many years. The front street line of this dimension is quite common on Private Road. The following lots all have front street lines of a similar size: 887 Private Road, 10', 901 Private Road, 10', 903 Private Road, 11.07', 949 Private Road, 10', 953 Private Road, 10'. The subdivision will not change this legal nonconformity. Therefore, the Applicants are asking that the Zoning Board grant them three variations to allow the proposed subdivided lot to be under the required lot depth and the minimum required front street line.

III. Standards of Review.

For the Zoning Board to grant the requested variations, the Zoning Board requires evidence on the following issues:

1. *that the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that district;*
2. *that the plight of the owner is due to unique circumstances;*
3. *that the variation, if granted, will not alter the essential character of the locality;*
4. *that an adequate supply of light and air to adjacent property will not be impaired;*
5. *that the hazard from fire and other damages to the property will not be increased;*
6. *that the taxable value of land and buildings throughout the Village will not diminish;*
7. *that the congestion in the public street will not increase; and*
8. *that the public health, safety, comfort, morals, and welfare of the inhabitants of the Village will not be otherwise impaired.*

The Van Dykes and the Trust's requests for variations meets with each of these standards:

The Van Dykes do not believe their lot will yield a reasonable return if they effectively only have a one car garage. Covered parking is desirable and current and future homebuyers will be seeking garages with covered parking for two or more vehicles. The acquisition of the Triangle will permit the Van Dykes to have a garage accessible by two vehicles. The Trust believes that the property in question cannot yield a reasonable return unless the subdivision is granted.

The applicants' situation was not created by them but due to the unusual conditions they face 60 years after the lots were subdivided creating adjoining flag lots. As discussed above, the two lots were conforming lots of record after the 1965 subdivision but became non-conforming after the Zoning Ordinance was amended to prohibit "flag" lots. That amendment occurred well before the applicants owned the two lots.

This request for variations will not alter the essential character of the neighborhood. The variations will not be noticeable from the Private Road. There are many non-rectangular lots on Private Road including five (5) other "flag" lots including 901 Private Road, 949 Private Road, 953 Private Road, 887 Private Road, and 903 Private Road. As discussed above, a front street line less than 20' is quite common on Private Road. Finally, the home at 881 Private Road has not changed location or size but it is now deemed to be encroaching into the side yard setback. Such an encroachment will not alter the character of the neighborhood.

If the Zoning Board grants the requested variations, there will be no impact on the supply of light and air to adjacent properties. Moreover, the Applicants are the adjacent properties, and they are in support of the application.

If the Zoning Board grants the requested variations, there will be no increase in the hazard from fire or other types of damage.

If the Zoning Board grants the requested variations, there will be no diminishment in the taxable value of land and building throughout the Village; in fact, if 883 Private Road is developed in the future, it is likely that the taxable value of property in the Village will increase and offset any loss of taxable value resulting from the sale of the Triangle to 881 Private Road.

If the Zoning Board grants the requested variations, there will be no material increase in traffic or congestion on Village streets. In fact, by allowing 881 Private Road to make full use of its garage, it may reduce congestion on Private Road by making a park space available.

If the Zoning Board grants the requested variations, there will be no impairment whatsoever on the public health, safety, comfort, morals, and welfare of the inhabitants of the Village.

August 14, 2025

Page 5

Since the proposed variations meet the standards of review, the Applicants ask that the Zoning Board recommend approval of their requested variations. We look forward to the opportunity to appear at the Public Hearing on the application and answer any questions the Zoning Board may have. Thank you for your consideration of this request.

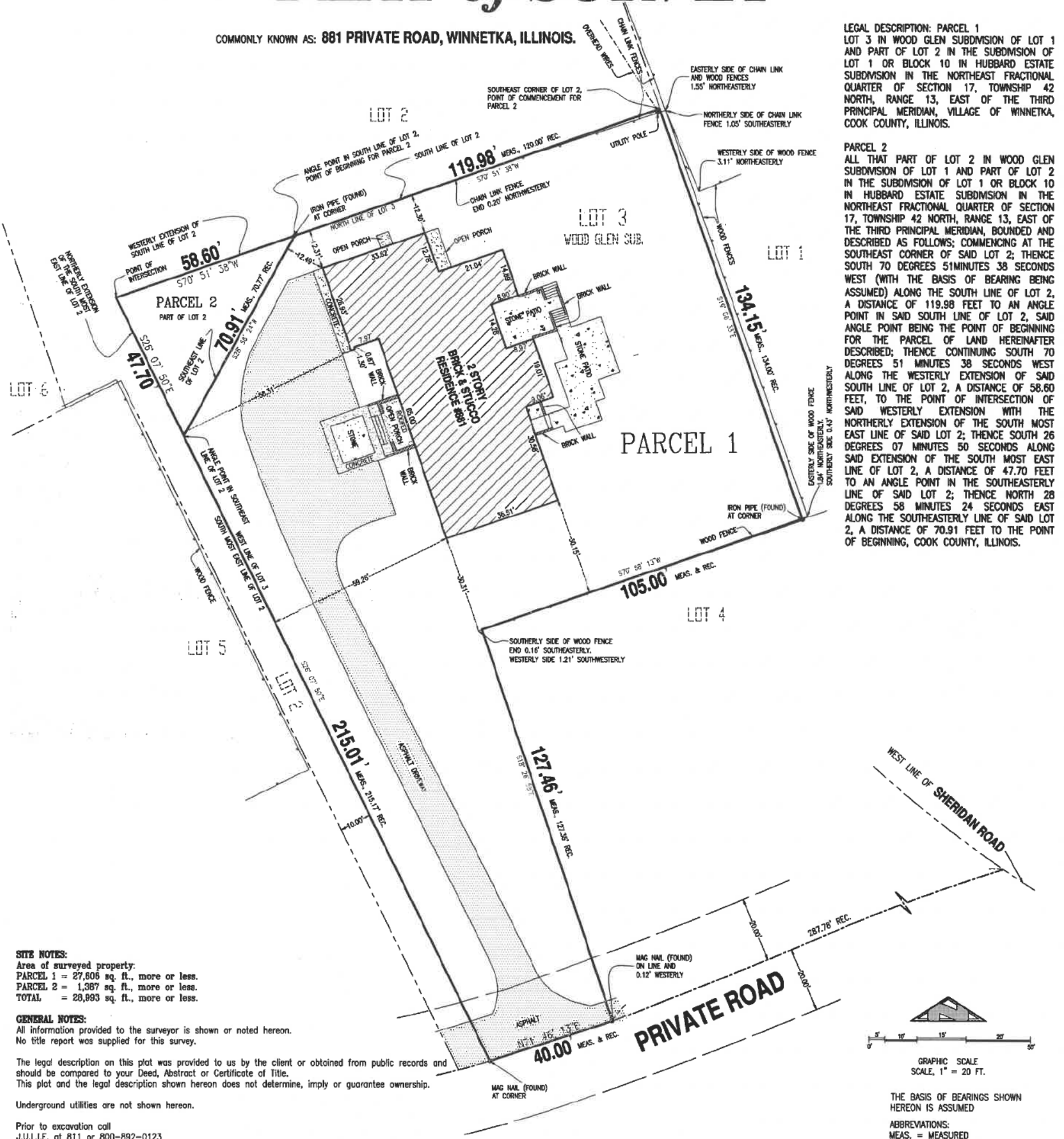
Very truly yours,

A black rectangular redaction box covering the signature of Christopher S. Canning.

Christopher S. Canning

PLAT of SURVEY

COMMONLY KNOWN AS: 881 PRIVATE ROAD, WINNETKA, ILLINOIS.



LEGAL DESCRIPTION: PARCEL 1
LOT 3 IN WOOD GLEN SUBDIVISION OF LOT 1
AND PART OF LOT 2 IN THE SUBDIVISION OF
LOT 1 OR BLOCK 10 IN HUBBARD ESTATE
SUBDIVISION IN THE NORTHEAST FRACTIONAL
QUARTER OF SECTION 17, TOWNSHIP 42
NORTH, RANGE 13, EAST OF THE THIRD
PRINCIPAL MERIDIAN, VILLAGE OF WINNETKA,
COOK COUNTY, ILLINOIS.

PARCEL 2
ALL THAT PART OF LOT 2 IN WOOD GLEN
SUBDIVISION OF LOT 1 AND PART OF LOT 2
IN THE SUBDIVISION OF LOT 1 OR BLOCK 10
IN HUBBARD ESTATE SUBDIVISION IN THE
NORTHEAST FRACTIONAL QUARTER OF SECTION
17, TOWNSHIP 42 NORTH, RANGE 13, EAST OF
THE THIRD PRINCIPAL MERIDIAN, BOUNDED AND
DESCRIBED AS FOLLOWS; COMMENCING AT THE
SOUTHEAST CORNER OF SAID LOT 2; THENCE
SOUTH 70 DEGREES 51MINUTES 38 SECONDS
WEST (WITH THE BASIS OF BEARING BEING
ASSUMED) ALONG THE SOUTH LINE OF LOT 2,
A DISTANCE OF 119.98 FEET TO AN ANGLE
POINT IN SAID SOUTH LINE OF LOT 2, SAID
ANGLE POINT BEING THE POINT OF BEGINNING
FOR THE PARCEL OF LAND HEREINAFTER
DESCRIBED; THENCE CONTINUING SOUTH 70
DEGREES 51 MINUTES 38 SECONDS WEST
ALONG THE WESTERLY EXTENSION OF SAID
SOUTH LINE OF LOT 2, A DISTANCE OF 58.60
FEET, TO THE POINT OF INTERSECTION OF
SAID WESTERLY EXTENSION WITH THE
NORTHERLY EXTENSION OF THE SOUTH MOST
EAST LINE OF SAID LOT 2; THENCE SOUTH 26
DEGREES 07 MINUTES 50 SECONDS ALONG
SAID EXTENSION OF THE SOUTH MOST EAST
LINE OF LOT 2, A DISTANCE OF 47.70 FEET
TO AN ANGLE POINT IN THE SOUTHEASTERLY
LINE OF SAID LOT 2; THENCE NORTH 28
DEGREES 58 MINUTES 24 SECONDS EAST
ALONG THE SOUTHEASTERLY LINE OF SAID LOT
2, A DISTANCE OF 70.91 FEET TO THE POINT
OF BEGINNING, COOK COUNTY, ILLINOIS.

SITE NOTES:
Area of surveyed property:
PARCEL 1 = 27,606 sq. ft., more or less.
PARCEL 2 = 1,387 sq. ft., more or less.
TOTAL = 28,993 sq. ft., more or less.

GENERAL NOTES:
All information provided to the surveyor is shown or noted hereon.
No title report was supplied for this survey.

The legal description on this plat was provided to us by the client or obtained from public records and
should be compared to your Deed, Abstract or Certificate of Title.
This plat and the legal description shown hereon does not determine, imply or guarantee ownership.

Underground utilities are not shown hereon.

Prior to excavation call
J.U.L.I.E. at 811 or 800-892-0123

All building restrictions, building lines and easements may or may not be shown. Check your Deed, Abstract,
Title Report, and local ordinances. No responsibility is assumed by the surveyor.

Compare all points before building by same and report any discrepancy at once.

Dimensions are shown in feet and decimal parts thereof. No dimension is to be assumed by scaling.



THE BASIS OF BEARINGS SHOWN
HEREON IS ASSUMED
ABBREVIATIONS:
MEAS. = MEASURED
REC. = RECORD DIMENSION

REVISED 12/13/2024 - ROAD CENTER LINE
PARCEL 2 ADDED

B.H. SUHR & COMPANY, INC.	
SURVEYORS ESTABLISHED 1911	
450 SKOKIE BLVD. SUITE 105, NORTHBROOK, ILLINOIS, 60062	
TEL. (847) 864-6315 / FAX (847) 864-9341	
E-MAIL: SURVEYOR@BHSUHR.COM	
LOCATION	881 PRIVATE ROAD
SURVEY DATE	NOVEMBER 27 20 24
ORDER No.	24-094
ORDERED BY	JESSE VAN DYKE

FIELD MEASUREMENTS COMPLETED NOVEMBER 27 20 24

STATE OF ILLINOIS COOK

This professional service conforms to the current Illinois Minimum Standards for a boundary survey.

By [Signature] Dated December 9 20 24

Michael E. Farrell
Illinois Professional Land Surveyor No. 035-002639
License Expiration Date 11/30/26



PROFESSIONALS ASSOCIATED - MM SURVEY CO.

BOUNDARY * ALTA * TOPOGRAPHIC * CONDOMINIUM SURVEYS
7100 NORTH TRIPP AVENUE, LINCOLNWOOD, ILLINOIS 60712
PROFESSIONAL DESIGN FIRM NO. 184-003023

PROFESSIONALS ASSOCIATED
PHONE: (847)-675-3000
FAX: (847)-675-2167
E-MAIL: pa@professionalsassociated.com
www.professionalsassociated.com

MM SURVEY
PHONE: (773)-282-5900
FAX: (773)-282-9424
E-MAIL: info@MMSurveyingChicago.com
www.mmsurveyingchicago.com

PLAT OF SURVEY

OF



GRAPHIC SCALE

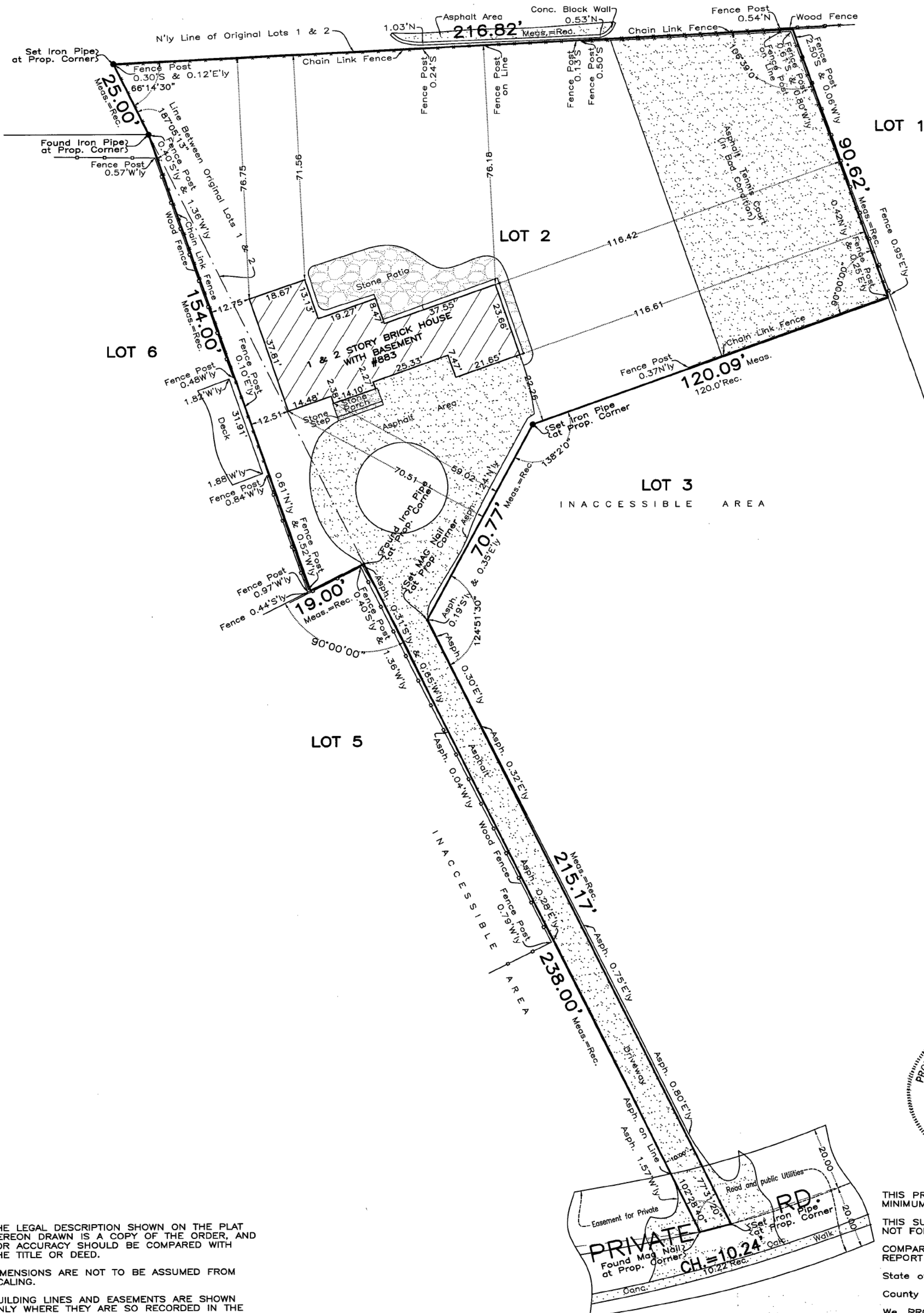
0 25

(IN FEET)
1 inch = 25 ft.

LOT 2 IN WOOD GLEN SUBDIVISION OF LOT 1 AND PART OF LOT 2 IN THE SUBDIVISION OF LOT 1 IN THE SUBDIVISION OF LOT OR BLOCK 10 IN HUBBARD ESTATES SUBDIVISION IN THE NORTHEAST FRACTIONAL 1/4 OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

LAND TOTAL AREA: 29,282 SQ.FT. = 0.672 ACRES.

COMMONLY KNOWN AS: 883 PRIVATE ROAD, WINNETKA, ILLINOIS.



THE LEGAL DESCRIPTION SHOWN ON THE PLAT HEREON DRAWN IS A COPY OF THE ORDER, AND FOR ACCURACY SHOULD BE COMPARED WITH THE TITLE OR DEED.

DIMENSIONS ARE NOT TO BE ASSUMED FROM SCALING.

BUILDING LINES AND EASEMENTS ARE SHOWN ONLY WHERE THEY ARE SO RECORDED IN THE MAPS, OTHERWISE REFER TO YOUR DEED OR ABSTRACTS.

ORDER NO.: 23-100967

SCALE: 1 INCH = 25 FEET.

DATE OF FIELD WORK: February 8, 2023.

ORDERED BY: Law Office of Phillip Grossman



THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

THIS SURVEY HAS BEEN ORDERED FOR SURFACE DIMENSIONS ONLY, NOT FOR ELEVATIONS. THIS IS NOT AN ALTA SURVEY.

COMPARE ALL POINTS BEFORE BUILDING BY SAME AND AT ONCE REPORT ANY DIFFERENCE.

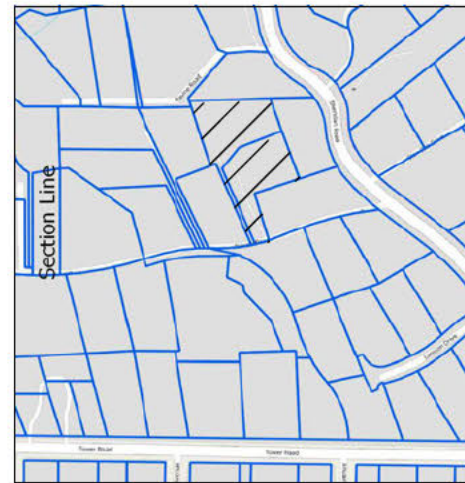
State of Illinois s.s.
County of Cook

We, PROFESSIONALS ASSOCIATED - MM SURVEY CO., do hereby certify that we have surveyed the above described property and that, to the best of our knowledge, the plat hereon drawn is an accurate representation of said survey.

Date: February 16, 2023.

IL. PROF. LAND SURVEYOR - LICENSE EXP. DATE NOV. 30, 2024.

Drawn By: A.T.



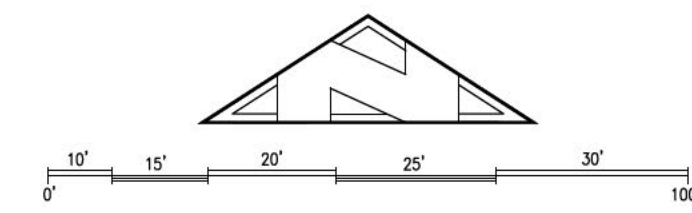
Location Map
not to scale

division Site

Sketch Plan of AJV Subdivision

BEING A PROPOSED SUBDIVISION IN THE NORTHEAST FRACTIONAL QUARTER OF SECTION 17,
TOWNSHIP 42 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, COOK COUNTY,
ILLINOIS.

LEGAL DESCRIPTION:
LOTS 2 AND 3 IN WOOD GLEN SUBDIVISION OF LOT 1 AND PART OF LOT 2 IN THE SUBDIVISION OF
LOT 1 OR BLOCK 10 IN HUBBARD ESTATE SUBDIVISION IN THE NORTHEAST FRACTIONAL QUARTER OF
SECTION 17, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, VILLAGE OF
WINNETKA, COOK COUNTY, ILLINOIS.



ZONED R-2

THE BASIS OF BEARING IS ESTABLISHED
BY ASSIGNING A BEARING OF N19°06'33"W
TO THE EAST LINE OF LOTS 1 AND 2
TOTAL AREA OF THIS SUBDIVISION IS
56,914 SQ. FT. (1.30657 ACRES) OF
LAND, MORE OR LESS.

	Lot 1	Lot 2
Gross Lot Area	27,921 Sq. ft.	28,993 Sq. ft.
Lot Area for Zoning Purpose	24,842 Sq. ft.	25,610 Sq. ft.
Average lot depth	206.42 Ft.	177.25 Ft.
Average lot width	120.35 Ft.	144.48 Ft.
Existing impervious area	N/A	9,551 Sq. ft.
Front Yard Setback	50.00 Ft.	50.00 Ft.
Rear Yard Setback	25.00 Ft.	25.00 Ft.
Side Yard Setback	12.00 Ft.	12.00 Ft.
Total Side Yard	36.11 Ft.	43.34 Ft.
30% of Average Lot Width	36.11 Ft.	43.34 Ft.
Remaining Side Yard	24.11 Ft.	31.34 Ft.

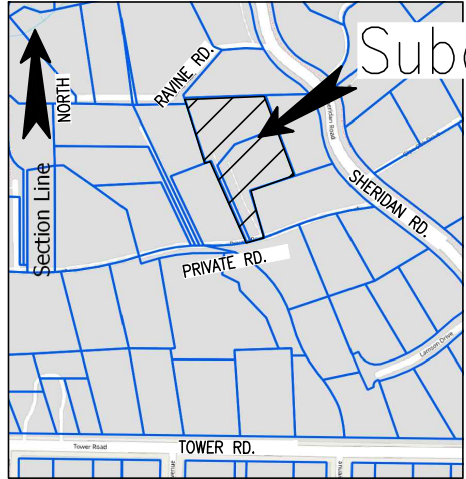
Impermeable Surfaces in lot 2		50 Ft. Flag Lot	50 Ft. Deduction	Net
A	Building (Existing Residence)	3,729 Sq. Ft.	---	3,729 Sq. Ft.
B	Driveway	4,958 Sq. Ft.	1,221 Sq. Ft.	3,737 Sq. Ft.
C	Open porch NE Corner Bldg	53 Sq. Ft.	---	53 Sq. Ft.
D	Stone Patio on ES Bldg	810 Sq. Ft.	---	810 Sq. Ft.
E	Front porch and wall	110 Sq. Ft.	---	110 Sq. Ft.
Total		9,661 Sq. Ft.	---	8,440 Sq. Ft.

Flag Lot Area Deduction		Lot 1	Lot 2
Gross Lot Area		27,921 Sq. Ft.	28,993 Sq. Ft.
Deduction for "Flagpole" of Flag Lot		3,079 Sq. Ft.	3,383 Sq. Ft.
Net Lot Area		24,842 Sq. Ft.	25,610 Sq. Ft.

B.H. SUHR & COMPANY, INC.	
SURVEYORS ESTABLISHED 1911	
450 SKOKIE BLVD. SUITE 105, NORTHBROOK, ILLINOIS, 60062	
TEL. (847) 864-6315 / FAX (847) 864-9341	
E-MAIL: SURVEYOR@BHSUHR.COM	
LOCATION	883 & 881 PRIVATE RD
ORDER No.	24-094-C
ORDERED BY	Jesse Van Dyke
DRAFT	

FOR REVIEW

02/19/2025 / REVISED 08/14/2025



Location Map
not to scale

VILLAGE ENGINEER CERTIFICATE:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

Approved this _____ day of _____, A.D., 2025, by the Village Engineer of the Village of Winnetka, Cook County, Illinois.

Village Engineer

DIRECTOR OF FINANCE CERTIFICATE:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

I, _____, Director of Finance of the Village of Winnetka, Illinois, do hereby certify that there are no delinquent or unpaid current or forfeited special assessments, or any deferred installments thereon that have been apportioned against the tract of land included in this plat of Subdivision.

Dated this _____ day of _____, A.D., 20 _____.

Director of Finance

PLAN COMMISSION CERTIFICATE:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

Approved by the Village of Winnetka Plan Commission at a meeting held the _____ day of _____, A.D., 20 _____.

By: _____ Attest: _____

Title: _____ Title: _____

VILLAGE BOARD CERTIFICATE:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

Approved by the President and Board of Trustees of the Village of Winnetka, Cook County, Illinois, this _____ day of _____, A.D., 20 _____.

By: _____ Attest: _____

Village President

Village Clerk

SUBMITTED BY AND RETURN PLAT TO:

Village of Winnetka
Community Development Department
510 Green Bay Road
Winnetka, IL 60093

B.H. SUHR & COMPANY, INC.

SURVEYORS ESTABLISHED 1911
450 SKOKIE BLVD. SUITE 105, NORTHBROOK, ILLINOIS, 60062
TEL. (847) 864-6315 / FAX (847) 864-9341
E-MAIL: SURVEYOR@BHSUHR.COM

Professional Design Firm
License No. 194.008027-0008

LOCATION 883 & 881 PRIVATE RD

ORDER No. 24-094-B ORDERED BY : Jesse Van Dyke

DRAPETER © 2025 B. H. Suhr & Company, Inc. All rights reserved.

AREAS TABLE	
LOT 1	= 27,921 sq. ft., more or less
LOT 2	= 28,993 sq. ft., more or less
TOTAL	= 56,914 sq. ft., more or less

EXISTING P.L.N.'S	
05-17-200-058-0000	
05-17-200-059-0000	

LOT 1	SEND TAX BILL TO:
	CLB CHILDREN GRAT TRUST II UAD

Lot 2	SEND TAX BILL TO:
	JESSE VAN DYKE
	881 PRIVATE DRIVE
	WINNETKA, IL
	60093

WATER AND ELECTRIC DEPARTMENT CERTIFICATE:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

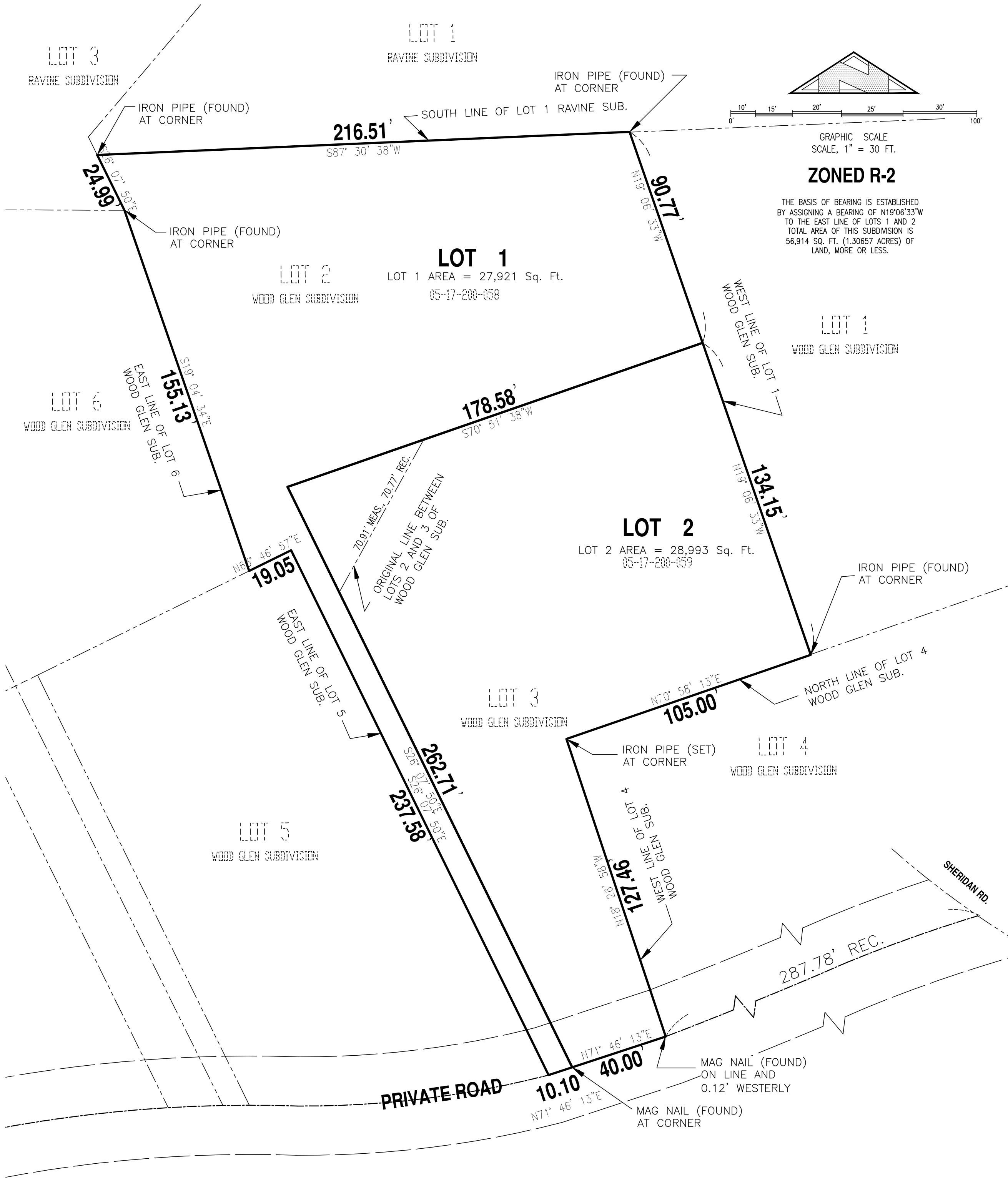
this _____ day of _____, A.D., 20 _____

By: _____
Director of Water and Electric

AJV Subdivision

PLAT of SUBDIVISION

BEING A SUBDIVISION IN THE NORTHEAST FRACTIONAL QUARTER OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, COOK COUNTY, ILLINOIS.



OWNERS CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

The CLB CHILDREN GRAT TRUST II UAD, dated July 29, 2008, does hereby certify that It is the Title Owner of record of:

LOT 2 IN WOOD GLEN SUBDIVISION OF LOT 1 AND PART OF LOT 2 IN THE SUBDIVISION OF LOT 1 OR BLOCK 10 IN HUBBARD ESTATE SUBDIVISION IN THE NORTHEAST FRACTIONAL QUARTER OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, VILLAGE OF WINNETKA, COOK COUNTY, ILLINOIS.

and that It has caused the same to be subdivided, as shown hereon.

Dated this _____ day of _____, A.D., 2025.

TRUSTEE: CLB CHILDREN GRAT TRUST II UAD

NOTARY PUBLIC CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

I, _____, a Notary Public, in and for said County, in the State aforesaid, do hereby certify that

_____, Trustee of the CLB CHILDREN GRAT TRUST II UAD, is personally known to me the same person whose name is subscribed to the foregoing instrument as the Title Owner of record of said property, appeared before me this day in person and acknowledged that she signed and delivered the said instrument as her own free and voluntary act, for the uses and purposes therein set forth.

Given under my hand and Notarial seal, this _____ day of _____, A.D., 2025.

Notary Public

SURVEYOR:

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

B. H. SUHR & COMPANY, INC., does hereby certify that it has surveyed the following described property for the purpose of Subdividing it into Two (2) Lot as shown hereon:

LOTS 2 AND 3 IN WOOD GLEN SUBDIVISION OF LOT 1 AND PART OF LOT 2 IN THE SUBDIVISION OF LOT 1 OR BLOCK 10 IN HUBBARD ESTATE SUBDIVISION IN THE NORTHEAST FRACTIONAL QUARTER OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, VILLAGE OF WINNETKA, COOK COUNTY, ILLINOIS.

It further certifies that this property is situated in Zone X Area of Minimal Flood Hazard, as designated by Flood Insurance Rate Map No. 17031C0251K, effective date: September 10, 2021.

It further certifies that the property shown on the plat hereon drawn is within the Village of Winnetka, Illinois, which has adopted a comprehensive plan.

Dimensions are shown in feet and decimal parts thereof and are correct at 82 degrees Fahrenheit.

Dated at Northbrook, Illinois, this _____ day of _____, A.D., 2025.

B. H. SUHR & COMPANY, INC
LAND SURVEYORS

By: _____

MICHAEL E. FARRELL
Illinois Professional Land Surveyor No. 035-002639
License Expiration Date 11/30/2026

The undersigned hereby authorize the Village of Winnetka and/or its designated agents to record this Plat of Subdivision with the Office of the Cook County Clerk's office on behalf of the undersigned.

B. H. SUHR & COMPANY, INC
LAND SURVEYORS

By: _____

MICHAEL E. FARRELL
Illinois Professional Land Surveyor No. 035-002639
License Expiration Date 11/30/2026

OWNERS CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

We, Jesse Van Dyke and Victoria Malkin hereby certify that we are the Title Owner of record of:

LOT 3 IN WOOD GLEN SUBDIVISION OF LOT 1 AND PART OF LOT 2 IN THE SUBDIVISION OF LOT 1 OR BLOCK 10 IN HUBBARD ESTATE SUBDIVISION IN THE NORTHEAST FRACTIONAL QUARTER OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, VILLAGE OF WINNETKA, COOK COUNTY, ILLINOIS.

and that we have caused the same to be subdivided, as shown hereon.

Dated this _____ day of _____, A.D., 20____.

Owner Owner

NOTARY PUBLIC CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

I, _____, a Notary Public, in and for said County, in the State aforesaid, do hereby certify that

_____ and _____, personally known to me to be the same person(s) whose names are subscribed to the foregoing instrument as Owners, appeared before me this day in person and acknowledged that they signed and delivered the said instrument as their own free and voluntary act, for the use and purposes therein set forth.

Given under my hand and Notarial Seal, this _____ day of _____, A.D., 20____.

NOTARY PUBLIC

MORTGAGEE CERTIFICATE:

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

_____, as Mortgagee under the provisions of a certain mortgage recorded in the Recorder's Office of Cook County, Illinois, as Document No. _____, does hereby consent to the Plat of Subdivision hereon drawn.

Dated this _____ day of _____, A.D., 20____.

By: _____ Attest: _____

Title: _____ Title: _____

NOTARY PUBLIC CERTIFICATE

STATE OF _____)
) SS
COUNTY OF _____)

The undersigned, a notary public in the county and state aforesaid, do hereby certify that

(Name) _____ (Title) _____

of _____ and (Name) _____

(Title) _____ of _____

who are personally known to me to be the same persons whose names are subscribed to the foregoing instrument as such

(Title) _____ and (Title) _____ respectively,

appeared before me this day in person and acknowledged that they signed and delivered the said instrument as their own free and voluntary act and as the free and voluntary act

of said _____, as Mortgagee, for the uses and purposes therein set forth.

Given under my hand and seal

This _____ day of _____, 20____.

NOTARY PUBLIC

**WINNETKA PLAN COMMISSION MEETING MINUTES EXCERPT
SEPTEMBER 24, 2025**

Members Present:

Layla Danley, Chairperson
Jonathan Alt
Christopher Blum
Matthew Bradley
Chris Enck
Liz Kunkle
Cyrus Subawalla
Kate Van Vlack

Members Absent:

Mamie Case

Non-Voting Members Present:

Bridget Orsic

Village Staff:

Scott Mangum, Community Development Director
Ann Klaassen, Assistant Director of Community
Development
Christopher Marx, Associate Planner

New Applications:

a. **Case No. 25-12-SD: 881 Private Road and 883 Private Road:** Applications seeking approval of a Final Plat of Subdivision to relocate the lot line dividing the two properties, which requires (i) variations to allow: (a) proposed Lot 1 (883 Private Road) to provide less than the minimum required front street line for an interior lot; (b) proposed Lot 2 (881 Private Road) to provide less than the minimum required lot depth; (c) the existing residence at 881 Private Road to observe less than the minimum required total side yard setback, which is due to an increase in the minimum required total side yard setback as a result of the proposed increase in total lot area and increase in average lot width; and (ii) a finding of "No Material Increased Adverse Impact" for the existing residence at 881 Private Road, which exceeds the maximum permitted width for a front-facing attached garage. The Village Council has final jurisdiction on this request.

Chairperson Danley summarized the application and asked the Commission Members if they had any preliminary comments. No comments were made at this time. Ms. Klaassen referred to the variations being requested as well as the finding of no material increased adverse impact from an existing nonconformity for the Commission to make a recommendation to the Village Council. She identified the properties' location, zoning classification, size and the existing structures and noted both are flag lots and legally nonconforming. She noted the applicants have entered into a sales contract to convey a triangular portion of the 883 Private parcel and consolidate with the 881 Private parcel. Ms. Klaassen also summarized the application review by the ZBA and noted no easements are required by the Village's Engineering and Water and Electric Departments. She then identified the factors the Commission is to consider and stated following the applicant's presentation and public comment, a draft motion is included on page 19 of the agenda packet for the Commission to consider. Ms. Klaassen noted no public comment was received on the application and asked if there were any questions.

Chairperson Danley also asked if there were any questions. No questions were raised at this time.

1 Chairperson Danley swore in those speaking to this matter. Christopher Canning, 1000 Skokie Blvd.,
2 introduced himself and Jesse Van Dyke, the property owner of 881 Private Road, to the Commission and
3 stated the engineer, Dan Creaney, is also present to answer any technical plat questions. Mr. Canning
4 stated the parcel in question is a triangular parcel measuring 1,387 square feet with a sales contract being
5 conditioned upon zoning approval. He also stated the request would be presented to the ZBA and
6 described the two flag lot configurations. Mr. Canning summarized the existing conditions as well as the
7 front lot line and minimum lot depth. He then outlined the FOIA request he submitted to the Community
8 Development Department with regard to minimum front lot line and referred to lots which are similarly
9 situated in terms of driveway width. Mr. Canning stated there is an unintended consequence of moving
10 the triangle which resulted in the home encroaching into the side yard and confirmed the home would
11 not become larger. He also referred to the no material increased adverse impact standard and the 1993
12 garage expansion following the Commission's approval which was not an issue at that time. Mr. Canning
13 asked the Commission to agree with that finding in that the garage is of a greater width than is permitted.
14 He stated the requested variations are for existing conditions and are a result of the attempt to square
15 off the lot. Mr. Canning referred to a slide in the presentation which depicted the area they are attempting
16 to rectify by the purchase of the triangular portion of the 883 parcel so that the 881 parcel can make full
17 use of the garage bay. He concluded by asking for a positive recommendation and asked if there were any
18 questions.

19
20 Chairperson Danley asked if there has never been garage access since the applicants purchased the home.
21 Mr. Canning responded the prior owner used the north bay for storage and described the many
22 movements required to get a vehicle into the north bay.

23
24 Mr. Blum asked if there was ever access on the northwest corner via Ravine Drive to the 883 parcel. Mr.
25 Canning responded he did not know and referred to the number of flag lots in the area and also described
26 the dimension as not being unusual. Mr. Enck asked if there are any immediate plans to build on the 883
27 parcel. Mr. Canning responded it is not considered as part of the application. Mr. Enck asked if there is
28 future building on the lot later, would be problematic in terms of access. Mr. Canning described proposed
29 siting for any future building on the site. Ms. Van Vlack asked about eliminating access and how that could
30 be an issue. Mr. Canning stated the purchase and sale agreement is related to the triangle and the
31 authorization provided to the 881 parcel by the 883 parcel.

32
33 Mr. Alt asked if the driveway on the 881 parcel would be modified. Mr. Van Dyke informed the
34 Commission that approximately 8 feet of asphalt would be added to access the northernmost garage bay
35 as well as landscaping. No additional questions were raised at this time.

36
37 Chairperson Danley asked for public comment. No comments were made at this time. She then called the
38 matter in for discussion. Chairperson Danley described the request as a neighbor to neighbor exchange
39 and noted there is no public comment.

40
41 Trustee Orsic stated due to the fact no neighbors are involved, this isn't facing a street, it isn't impacting
42 neighbors or the character other than a future home being built, she is not a voting member but had no
43 issue with the request. Mr. Blum stated it made sense for it to be done with regard to the small triangular
44 area and he had no problem with the request. Mr. Enck agreed with the comments made. Mr. Subawalla
45 also stated he had no issue with regard to the request. Mr. Alt agreed with the comments made and stated
46 there would be no material increased adverse impact and he would be in favor of the request. Mr. Bradley
47 stated he would reserve his comments until the matter is presented to the ZBA but agreed the garage
48 width did not rise to the level to meet the standard that there would be an increased material adverse

1 impact. Ms. Kunkle agreed with the comments made and noted the property is located on a private road
2 and would have a minimal impact on neighbors. Chairperson Danley agreed with the comments and
3 referred to the existing nonconformities and the existing front facing garage. She concluded she is in favor
4 of the request.
5

6 Chairperson Danley then asked for a motion as indicated on page 19 of the agenda packet. A motion to
7 recommend approval as indicated on page 19 for the proposed AJV Subdivision Final Plat relocating the
8 lot line dividing 881 Private Road and 883 Private Road as the final plat of subdivision was made by Ms.
9 Van Vlack and seconded by Ms. Kunkle. A vote was taken and the motion unanimously passed, 7 to 0:

10 AYES: Alt, Blum, Danley, Enck, Kunkle, Subawalla, Van Vlack

11 NAYS: None

12 NON-VOTING: Bradley, Orsic
13

14 ***
15

16 Respectfully submitted,
17

18 Antionette Johnson

19 Recording Secretary

ATTACHMENT 3

WINNETKA ZONING BOARD OF APPEALS MEETING MINUTES EXCERPT OCTOBER 13, 2025

Zoning Board Members Present: Matt Bradley, Chairman
Mark Haller
Lynn Hanley
Kathryn Leister
Mike Nielsen
Michael Ritter

Zoning Board Members Absent: Todd Vender

Village Staff: Steve Mangum, Director of Community Development
Ann Klaassen, Assistant Director of Community Development

* * *

a. **Case No. 25-12-SD: 881 Private Road and 883 Private Road:** Applications seeking approval of a Final Plat of Subdivision to relocate the lot line dividing the two properties, which requires variations to allow: (i) Proposed Lot 1 (883 Private Road) to provide less than the minimum required front street line for an interior lot; (ii) Proposed Lot 2 (881 Private Road) to provide less than the minimum required lot depth; and (iii) the existing residence at 881 Private Road to observe less than the minimum required total side yard setback, which is due to an increase in the minimum required total side yard setback as a result of the proposed increase in total lot area and increase in average lot width. The Village Council has final jurisdiction on this request.

Ms. Klaassen summarized the proposed lot line relocation dividing the two properties and noted the request is limited to the proposed subdivision and zoning variations required with no proposed improvements being presented at this time. She then identified the property's location, zoning classification, size and improvements and noted both lots are flag lots. Ms. Klaassen stated both lots are legally nonconforming which she identified for the Board. She stated there is a contingent sales contract entered into between the property owners and identified the triangular area to be subdivided which represented approximately 5% of existing lot area for 883 Private Road. Ms. Klaassen also summarized the two variations required by the proposed subdivision. She then informed the Board of the Plan Commission's findings after their consideration of the application at its September 24, 2025, meeting as well as the ZBA's standards they are to consider. Ms. Klaassen stated no public comment was received and following the applicant's presentation, Board discussion and public comment, a Board Member may follow the two options identified in the packet of materials and asked if there were any questions.

Chairman Bradley also asked if there were any questions. Ms. Hanley asked if moving the lot line would do nothing for the variations created when the lot was originally subdivided. Ms. Klaassen confirmed that is correct and provided additional information with regard to the increase in average lot width creating the nonconforming total side yard setback. Mr. Haller asked if the length of the flagpole nonconformity is being extended in connection with the triangular area. Ms. Klaassen confirmed that is correct and provided further clarification. No additional questions were raised at this time.

Chairman Bradley swore in those speaking to this matter. Christopher Canning, 1000 Skokie Blvd., introduced himself as representing the owner, Jesse Van Dyke, along with Dan Creaney, the project

1 engineer. He explained the detachment of a triangular portion from 883 Private Road and confirmed
2 nothing would change with regard to two existing variations with the third variation representing an
3 unintended consequence. Mr. Canning identified the existing noncompliant aspects of the lot and noted
4 those would not change. He noted the two lots were conforming at the time they were created and
5 became nonconforming when the code changed. Mr. Canning also identified five other homes on Private
6 Road which have similar conditions in terms of the front lot line, and he submitted FOIA requests for
7 information relating to the surveys of those homes and related easements.
8

9 Mr. Canning described the unintended consequences by the addition of the triangular portion to 881
10 Private Road noting the purchase and sale is contingent upon zoning approval. He also summarized their
11 responses to the standards including reasonable return. Mr. Canning informed the Board that the
12 applicants realized after the property purchase that the north garage bay was being used for storage due
13 to the inability to access it. He referred to a photo which was shown to the Plan Commission on page nos.
14 73 and 74 which showed the property conveyance. Mr. Canning concluded by asking for a positive
15 recommendation to the Village Council and if there were any questions.
16

17 Chairman Bradley asked if there were any public comments. No comments were made at this time.
18

19 Chairman Bradley called the matter in for discussion. Mr. Haller stated he had no problem with the request
20 and described the request as a modest ask which would improve the property's utility. He also stated he
21 had no problems with regard to the standards and would recommend approval of the request. Mr. Nielsen
22 stated he would also recommend approval with all of the standards being met. He stated a new
23 nonconformity would not be created over the existing nonconformities. Ms. Hanley stated she would also
24 be in favor of the request and that it would not be so much a resubdivision but would return the lot line
25 to a better design which would reduce the lot's irregular shape. She also stated it would be a small
26 adjustment and that the variations would not be altered or increased. Ms. Hanley concluded she would
27 be in favor of the request.
28

29 Ms. Leister stated she is also in favor of the request and granting the 10-inch exception would be de
30 minimus with regard to the value being added. She concluded she would be in favor of the request. Mr.
31 Ritter agreed the standards have been met and he would also be in favor of the request with there being
32 no change to the front street line, lot depth, and side yard setback. He concluded he would also be in
33 favor of the request. Chairman Bradley agreed with the comments made and stated the standards have
34 been met, particularly with regard to reasonable return which is being applied to the zoning relief of an
35 existing nonconforming street line, lot depth and a total side yard setback resulting in less than 1 foot. He
36 concluded the standards have been met and would perfect the lot's design and allow for the 881 parcel
37 to have a wider turn to gain access to the garage's second parking bay. He also noted there have been no
38 comments from the public.
39

40 Chairman Bradley then asked for a motion to recommend approval as indicated on page 10 of the memo.
41 A motion as stated by Chairman Bradley was made by Ms. Hanley and seconded by Mr. Haller. A vote was
42 taken and the motion unanimously passed, 6 to 0:

43 AYES: Bradley, Haller, Hanley, Leister, Nielsen, Ritter

44 NAYS: None
45

46 * * *
47



Agenda Item Executive Summary

TITLE: Ordinance No. M-17-2025: Granting a Special Use Permit for the Operation of a Hair Salon Within the C-2 Commercial Overlay District of the Village (986 Green Bay Road) (Introduction/Adoption)

PRESENTER: Scott Mangum

AGENDA DATE: November 4, 2025

CONSENT: No

ITEM TYPE: Ordinances and Resolutions

ITEM HISTORY:

None

EXECUTIVE SUMMARY:

INTRODUCTION

On November 4, 2025, the Village Council is scheduled to consider Ordinance M-17-2025, An Ordinance Granting a Special Use Permit for the Operation of a Hair Salon Within the C-2 Commercial Overlay District at 986 Green Bay Road. The Ordinance is in response to an application submitted by Sit Still Kids Salon (the "Applicant"), as the prospective lessee of a commercial tenant space within the property located at 986 Green Bay Road (the "Subject Property") (**Attachment 1**). The Applicant is seeking approval of a special use permit to operate a children-oriented hair salon on the Subject Property within the Commercial Overlay District.

The Applicant is proposing to occupy a commercial space measuring approximately 1,377 square feet on the first floor with approximately 26 feet of street frontage along Green Bay Road.

ADVISORY BOARD/COMMISSION REVIEW

The Plan Commission (PC) considered the request on September 24, 2025. **Attachment 2** contains the staff report to the Commission and draft meeting minutes, which summarize the request. Subsequent to the posting of the PC agenda packet and the PC meeting, staff received six written comments from the public regarding this application, which are included as **Attachment 3**. After hearing from staff, the Applicant, and five members of the public; four in opposition and one in support, the PC discussed the proposed use. Residents of the residential condominiums above the commercial space in question, expressed concerns regarding pedestrian safety crossing Green Bay Road, parking availability, noise, and impact on building infrastructure. Commission members asked the Applicant about the frequency and size of special events, to which the Applicant explained that events would be infrequent and that any event would be limited by the occupancy capacity afforded to the space, noting that the party room is rather small.

Commission members also asked about noise generated by the business and whether the building's private courtyard entrance and rear alleyway would be accessible by customers, to which the Applicant explained that the main entrance would be through the front and the rear door would only serve fire exit purposes. Ultimately, by a vote of 7-1, the Commission recommended approval of the application.

RECOMMENDATION:

The Plan Commission recommends approval (7-1), the Council may wish to (a) consider waiving introduction of Ordinance M-17-2025 and consider adoption of the Ordinance, OR (b) consider only introduction of Ordinance M-17-2025.

ATTACHMENTS:

1. Ordinance No. M-17-2025: Granting a Special Use Permit for the Operation of a Hair Salon Within the C-2 Commercial Overlay District of the Village
2. September 24, 2025, PC Meeting Staff Report and Draft Meeting Minutes Excerpt
3. Public Correspondence

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT
FOR THE OPERATION OF A HAIR SALON WITHIN
THE C-2 COMMERCIAL OVERLAY DISTRICT OF THE VILLAGE
(986 Green Bay Road)**

WHEREAS, Sit Still Kids Salon, ("***Applicant***"), is the prospective lessee of the property commonly known as 986 Green Bay Road, Winnetka, Illinois, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance ("***Subject Property***"); and

WHEREAS, 986 Green Bay Road, LLC, is the record title owner of the Subject Property ("***Owner***"); and

WHEREAS, the Subject Property is located within the C-2 General Retail Commercial District and the C-2 Commercial Overlay District of the Village (collectively, "***Overlay District***"); and

WHEREAS, the Applicant desires to operate a children's hair salon on the Subject Property, which, pursuant to Section 17.44.020 and the table of uses set forth in Section 17.46.010 of the Winnetka Zoning Ordinance ("***Zoning Ordinance***"), is not permitted in the Overlay District without a special use permit; and

WHEREAS, on August 12, 2025, Applicant filed an application for a special use permit to operate a children's hair salon at the Subject Property ("***Special Use Permit***"); and

WHEREAS, Owner of the Subject Property has consented to the application for the Special Use Permit filed by Applicant; and

WHEREAS, on September 24, 2025, after due notice thereof, the Plan Commission conducted a public hearing on the proposed Special Use Permit and, by a vote of seven in favor and one opposed, recommended that the Village Council approve the Special Use Permit; and

WHEREAS, the Village Council has determined that approval of the proposed Special Use Permit for the operation of a children's hair salon at the Subject Property satisfies the standards for the approval of special use permits within the C-2 Commercial Overlay District set forth in Chapter 17.56 and Section 17.44.020.B of the Zoning Ordinance and is in the best interest of the Village and its residents;

NOW, THEREFORE, the Council of the Village of Winnetka does ordain as follows:

SECTION 1: RECITALS. The foregoing recitals are hereby incorporated into this Section 1 as the findings of the Council of the Village of Winnetka, as if fully set forth herein.

SECTION 2: SPECIAL USE PERMIT. Subject to, and contingent upon, the terms and conditions set forth in Section 3 of this Ordinance, the Special Use Permit is hereby granted, pursuant to Chapter 17.56 and Section 17.44.020.B of the Zoning Ordinance and the home rule powers

of the Village, to allow the operation of the hair salon by Applicant at the Subject Property within the C-2 Commercial Overlay District.

SECTION 3: CONDITIONS. The Special Use Permit granted by Section 2 of this Ordinance is subject to, and contingent upon, compliance by Applicant with the following conditions:

- A. **Compliance with Regulations.** The development, use, and maintenance of the Subject Property must comply at all times with all applicable Village codes and ordinances, as they have been or may be amended over time.
- B. **Reimbursement of Village Costs.** In addition to any other costs, payments, fees, charges, contributions, or dedications required under applicable Village codes, ordinances, resolutions, rules, or regulations, Applicant must pay to the Village, promptly upon presentation of a written demand or demands therefor, of all fees, costs, and expenses incurred or accrued in connection with the review, negotiation, preparation, consideration, and review of this Ordinance. Payment of all such fees, costs, and expenses for which demand has been made shall be made by a certified or cashier's check. Further, Applicant must pay upon demand all costs incurred by the Village for publications and recordings required in connection with the aforesaid matters.
- C. **Compliance with Plans.** The development, use, and maintenance of the children's hair salon at the Subject Property must be in strict accordance with the Floor Plans submitted by Applicant, consisting of one sheet, a copy of which is attached to and, by this reference, made a part of this Ordinance as **Exhibit B**, except for minor changes and site work approved by the Director of Community Development or the Director of Engineering (within their respective permitting authority) in accordance with all applicable Village codes, ordinances, and standards.

SECTION 4: RECORDATION; BINDING EFFECT. A copy of this Ordinance will be recorded with the Cook County Clerk Recording Division. This Ordinance and the privileges, obligations, and provisions contained herein inure solely to the benefit of, and are binding upon, Applicant, Owner, and each of their heirs, representatives, successors, and assigns.

SECTION 5: FAILURE TO COMPLY. Upon the failure or refusal of Applicant or Owner to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, in addition to all other remedies available to the Village, the Special Use Permit granted in Section 2 of this Ordinance will, at the sole discretion of the Village Council, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village Council may not so revoke the Special Use Permit granted in Section 2 of this Ordinance unless it first provides Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Village Council. In the event of revocation, the development and use of the Subject Property will be governed solely by the regulations of the applicable zoning district and the applicable provisions of the Zoning Ordinance, as the same may be amended from time to time. Further, in the event of such revocation, the Village Manager and Village Attorney

are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances.

SECTION 6: AMENDMENT OF SPECIAL USE PERMIT. Any amendments to the Special Use Permit granted in Section 2 of this Ordinance that may be requested by Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Ordinance.

SECTION 7: EFFECTIVE DATE.

A. This Ordinance will be effective only upon the occurrence of all of the following events:

1. Passage by the Village Council in the manner required by law;
2. Publication in pamphlet form in the manner required by law; and
3. The filing by Applicant and Owner with the Village Clerk of an Unconditional Agreement and Consent in the form of **Exhibit C** attached to and, by this reference, made a part of this Ordinance, to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance and to indemnify the Village for any claims that may arise in connection with the approval of this Ordinance.

B. In the event that Applicant and Owner do not file with the Village Clerk a fully executed copy of the unconditional agreement and consent described in Section 7.A.3 of this Ordinance within 60 days after the date of passage of this Ordinance by the Village Council, the Village Council shall have the right, in its sole discretion, to declare this Ordinance null and void and of no force or effect.

[SIGNATURE PAGE FOLLOWS]

PASSED this 4 day of November, 2025, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2025.

Signed:

Village President

Countersigned:

Village Clerk

Published by authority of the
President and Board of Trustees
of the Village of Winnetka,
Illinois, this ____ day of _____,
2025.

Introduced: November 4, 2025

Passed and Approved: _____, 2025

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

PARCEL 5:

UNIT NUMBER 1-S1 IN WINNETKA MANOR CONDOMINIUM AS DELINEATED ON A SURVEY OF THE FOLLOWING DESCRIBED REAL ESTATE:

LOTS 6 AND 7 IN BLOCK 2 IN LAKESIDE JARED GAGE'S SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF FRACTIONAL SECTION 17 AND PART OF THE EAST 1/2 OF THE SOUTHWEST QUARTER OF FRACTIONAL SECTION 8, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, WHICH SURVEY IS ATTACHED AS EXHIBIT "A" TO THE DECLARATION OF CONDOMINIUM RECORDED AS DOCUMENT NUMBER 90300819 AND CONSOLIDATED, AMENDED AND RESTATED BY DECLARATION RECORDED SEPTEMBER 12, 2000 AS DOCUMENT 0076659, TOGETHER WITH ITS UNDIVIDED PERCENTAGE INTEREST IN THE COMMON ELEMENTS, IN COOK COUNTY, ILLINOIS.

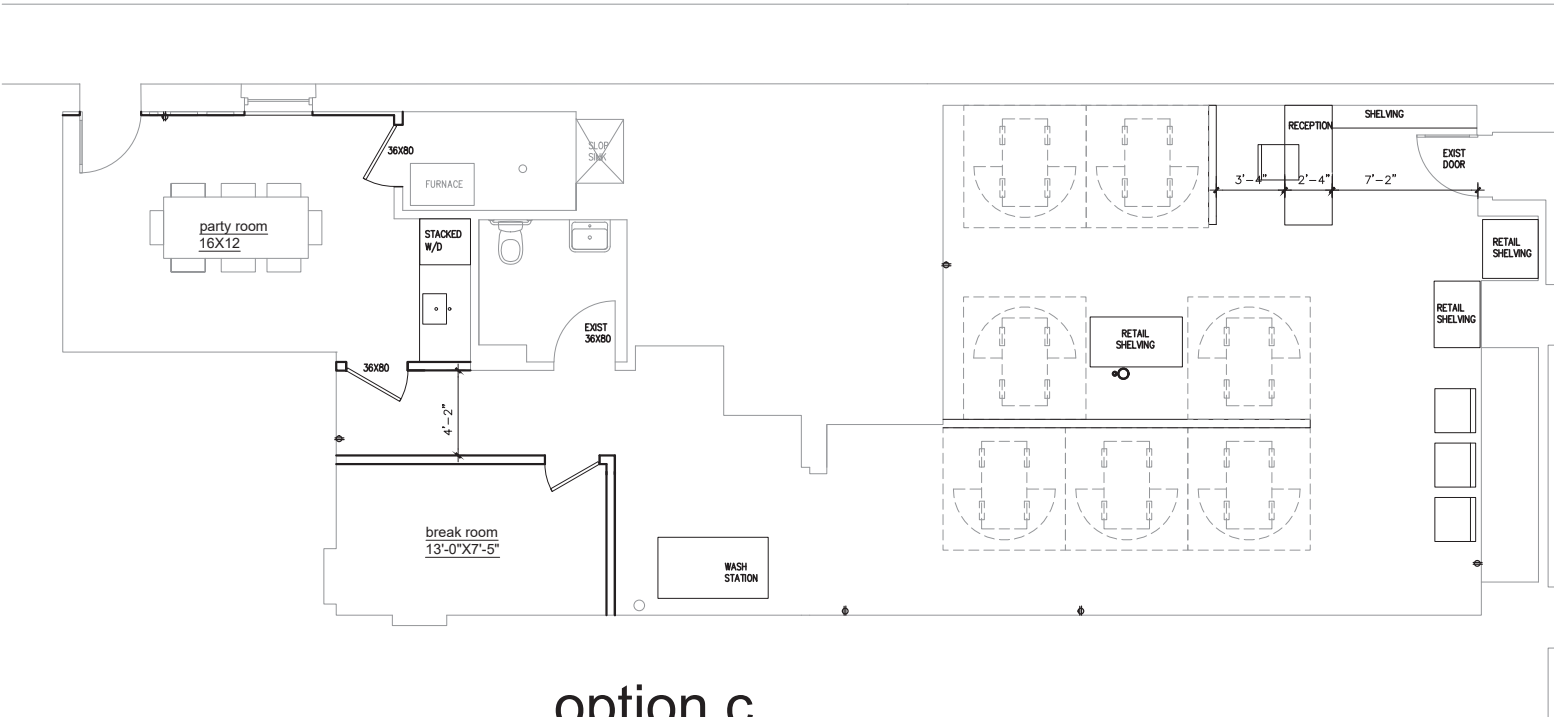
Commonly known as 986 Green Bay Road, Winnetka, Illinois.

PIN: 05-17-114-011-1008

EXHIBIT B
FLOOR PLANS

(SEE ATTACHED EXHIBIT B)

EXHIBIT B



option c

EXHIBIT C
UNCONDITIONAL AGREEMENT AND CONSENT

TO: The Village of Winnetka, Illinois ("***Village***"):

WHEREAS, Sit Still Kids Salon, ("***Applicant***"), is the prospective lessee of the property commonly known as 986 Green Bay Road, Winnetka, Illinois, and legally described in **Exhibit A** ("***Subject Property***"); and

WHEREAS, 986 Green Bay Road, LLC, is the record title owner of the Subject Property ("***Owner***"); and

WHEREAS, the Subject Property is located within the C-2 General Retail Commercial District and the C-2 Commercial Overlay District of the Village (collectively, "***Overlay District***"); and

WHEREAS, the Applicant desires to operate a children's hair salon on the Subject Property, which, pursuant to Section 17.44.020 and the table of uses set forth in Section 17.46.010 of the Winnetka Zoning Ordinance ("***Zoning Ordinance***"), is not permitted in the Overlay District without a special use permit; and

WHEREAS, on August 12, 2025, Applicant filed an application for a special use permit to operate a children's hair salon at the Subject Property ("***Special Use Permit***"); and

WHEREAS, Owner of the Subject Property has consented to the application for the Special Use Permit filed by Applicant; and

WHEREAS, Ordinance No. M-17-2025, adopted by the Village Council on November 4, 2025 ("***Ordinance***"), grants a special use permit to Applicant for the operation of a children's hair salon at the Subject Property within the C-2 Commercial Overlay District of the Village; and

WHEREAS, Section 7 of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until Applicant and Owner have filed, within 60 days following the passage of the Ordinance, their unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance;

NOW, THEREFORE, Applicant and Owner do hereby agree and covenant as follows:

1. Applicant and Owner do hereby unconditionally agree to accept, consent to, and abide by each and all of the terms, conditions, limitations, restrictions, and provisions of the Ordinance.
2. Applicant and Owner acknowledge that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, have considered the

possibility of the revocation provided for in the Ordinance, and agree not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.

3. Applicant and Owner acknowledge and agree that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's grant of a special use permit for the Subject Property or its adoption of the Ordinance, and that the Village's approvals do not, and will not, in any way, be deemed to insure Applicant or Owner against damage or injury of any kind and at any time.

4. Applicant and Owner do hereby agree to hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with the Village's adoption of the Ordinance granting the special use permit for the Subject Property.

5. Applicant and Owner hereby agree to pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Agreement and Consent. These expenses will include all out-of-pocket expenses, such as attorneys' and experts' fees, and will also include the reasonable value of any services rendered by any employees of the Village.

Dated: _____, 2025

ATTEST:

SIT STILL KIDS SALON

By: _____

By: _____

Its: _____

Its: _____

ATTEST:

986 Green Bay Road, LLC

By: _____

By: _____

Its: _____

Its: _____



MEMORANDUM
VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: PLAN COMMISSION
FROM: CHRISTOPHER MARX, AICP, ASSOCIATE PLANNER
DATE: SEPTEMBER 18, 2025
SUBJECT: 986 GREEN BAY ROAD – SIT STILL KIDS SALON
SPECIAL USE PERMIT (CASE NO. 25-18-SU)

INTRODUCTION

On September 24, 2025, the Plan Commission is scheduled to hold a public hearing to consider an application submitted by Sit Still Kids Salon, (the “Applicant”), as the prospective lessee of a commercial space located at 986 Green Bay Road (the “Subject Property”), **to allow a hair salon to occupy the Subject Property**. The property is currently owned by 986 Green Bay, LLC.

The Applicant has filed an application seeking approval of a Special Use Permit in accordance with Chapter 17.56 [Special Uses] of the Winnetka Zoning Ordinance to permit a hair salon in the C-2 General Retail Commercial Overlay District at the Subject Property. The Applicant is seeking the Special Use Permit to allow a children’s hair salon franchise specializing in haircuts and styling for kids.

A sign has been posted on the Subject Property and a website notice has been posted on the Village website indicating the time and date of the Plan Commission public hearing. A mail notice has been sent to property owners within 500 feet of the Subject Property. As of the date of this memo, staff has not received any written comments from the public regarding this application.

PROPERTY DESCRIPTION

The Subject Property is the northernmost commercial space on the first floor of a three-story mixed-use building at 976-986 Green Bay Road, which is located on the west side of Green Bay Road between Merrill Street and Scott Avenue in the Hubbard Woods Business District. The commercial space is approximately 1,377 square feet with approximately 26 feet of street frontage along Green Bay Road and was most recently occupied by *Aqualta* retail boutique. The overall building also contains *City Kids Dental*, *Robbins Architecture*, and residential units above.

The Subject Property is located within the Village’s **Commercial Overlay District**, which allows non-retail uses, such as barber shops, nail salons, and hair salons; however, the Zoning Ordinance requires that they be evaluated by the Plan Commission and Village Council as a special use.

Figures 1 through 6 on the following pages identify the Subject Property and the proposed location of Sit Still Kids Salon.



Figure 1 – 986 Green Bay Road – GIS Map

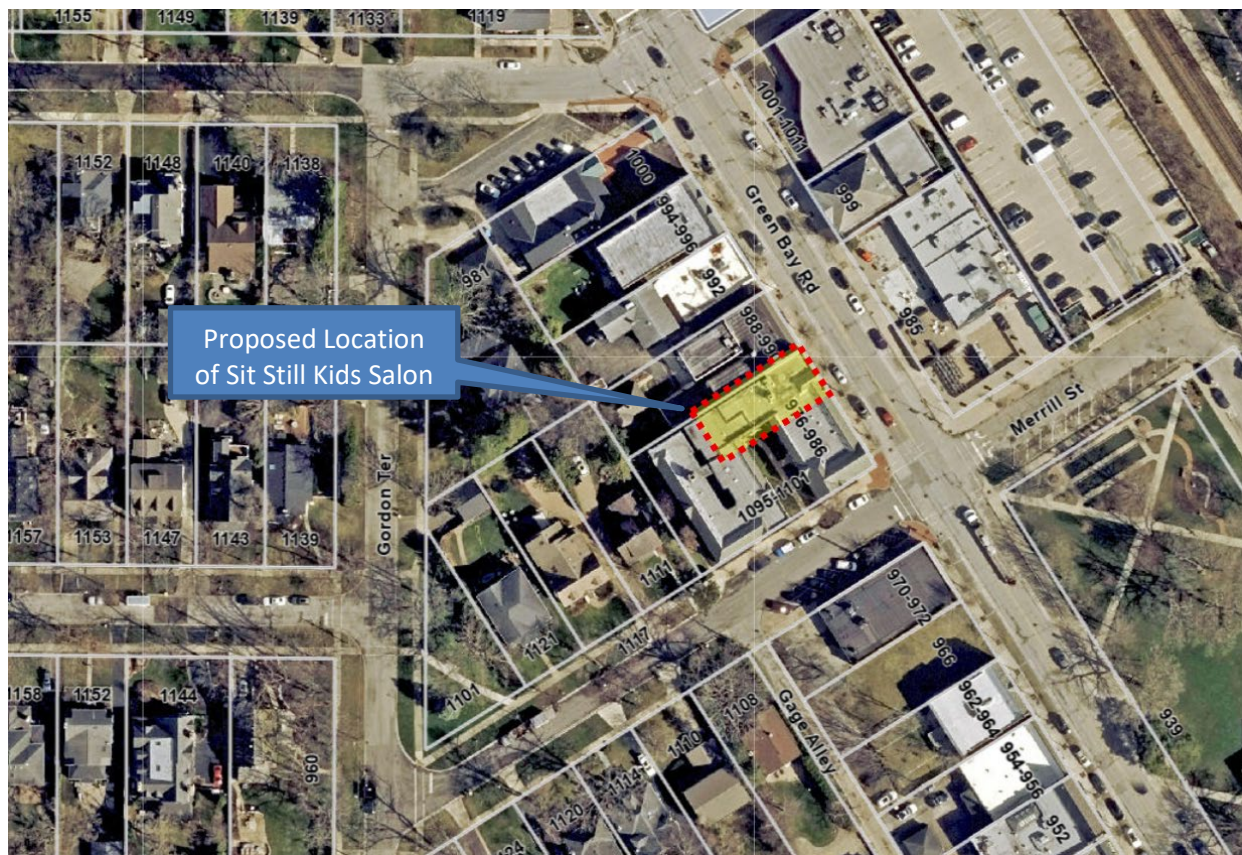


Figure 2 – Aerial Location Map



Figure 3 – 986 Green Bay Road – Street Frontage of Proposed Kids Hair Salon



Figure 4 – 986 Green Bay Road – Street Frontage of Proposed Kids Hair Salon



Figure 5 – 986 Green Bay Road – Neighboring Uses to South - *City Kids Dental* and *Robbins Architecture*



Figure 6 – 986 Green Bay Road – Neighboring Uses to North – *Aqualta boutique* and *Mattie M boutique*

COMMERCIAL OVERLAY DISTRICT BACKGROUND

The Overlay District was established in 1987 out of concern about the viability of the business districts as a whole if non-retail occupancies were allowed to proliferate and occupy significant areas within retail shopping districts. At the time of adoption there was a concern about the possible proliferation of real estate offices and financial institutions.

The Village Zoning Ordinance describes the purpose of the Overlay District and its restrictions on non-retail uses as being:

“to encourage retailing of comparison shopping goods and personal services compatible with such retailing on ground floor in order to encourage a clustering of such uses, to provide for a wide variety of retail shops and expose such shops to maximum foot traffic, while keeping such traffic in concentrated (yet well distinguished) channels throughout the district.”

Since its adoption in 1987, the Overlay District has been revised on more than one occasion to alter district boundaries, or to modify the types of uses which are permitted within each district. The most recent amendment occurred on April 4, 2019, when the Village Council adopted MC-01-2019, amending the Zoning Ordinance regarding uses and regulations in the three commercial districts, including amendments to the Overlay District and the standards used to evaluate a special use.

HUBBARD WOODS BUSINESS DISTRICTS OVERLAY BOUNDARIES

A map depicting the zoning classifications of the Hubbard Woods Business District is included as Figure 7. The Subject Property is highlighted yellow.

Gray areas indicate the underlying C-2 General Retail Commercial zoning, which permits by right a relatively broad array of uses, including various retail uses, along with a number of non-retail uses such as professional offices, financial service firms, medical offices and the like.

Red crosshatch areas represent those areas subject to the restrictions of the Commercial Overlay District. The boundaries of the Overlay District are established along certain public streets and extend for a depth of 50 feet from the front property line.

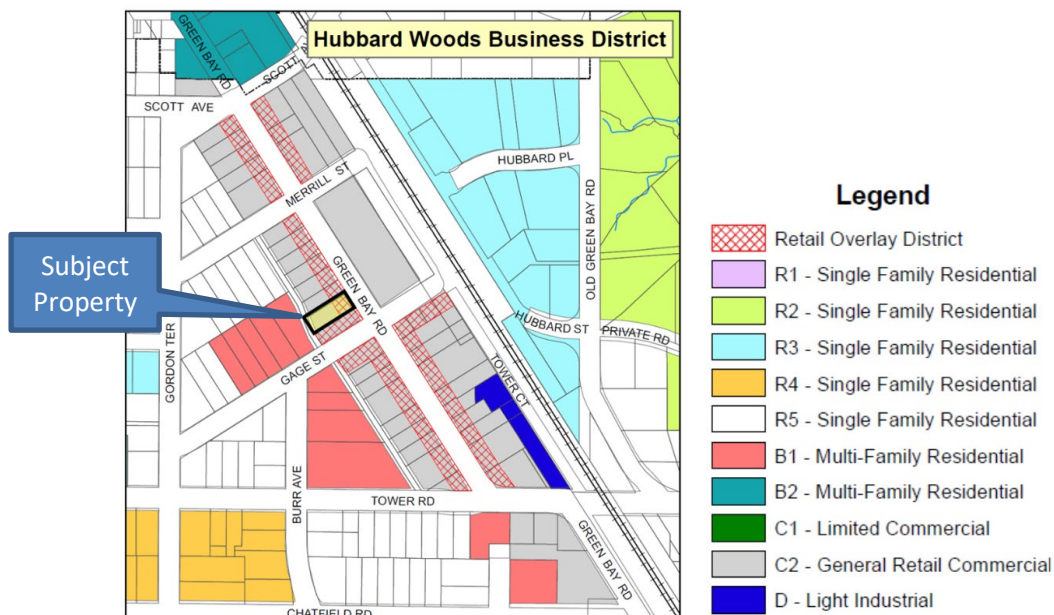


Figure 7 – Hubbard Woods Business District

DESCRIPTION OF CURRENT REQUEST

The Applicant is proposing a hair salon specializing in haircuts for kids in a vacant commercial space on the first floor of the building. As noted earlier, the space the Applicant is proposing to occupy is the northernmost space of the building, which measures approximately 1,377 square feet. The hair salon would offer premium haircut services for children in addition to providing special accommodations for children with sensitivity to the haircut experience. As explained by the Applicant in the attached application materials provided in **Attachment A**, some retail offerings would be available including hair products, gifts, and small toys in addition to a small party room in the rear of the commercial space that would host occasional special events. The Applicant estimates that there would be an average of three special events per month, based on estimates from other franchise owners.

The salon's business hours would be between 10:00 am to 6:00 pm on weekdays (excluding Tuesdays, when the business would be closed), 10:00 am to 5:00 pm on Saturdays, and 11:00 am to 4:00 pm on Sundays. The salon would have up to seven employees at any given time with an estimation of approximately three employees during non-peak hours. The Applicant estimates that a typical appointment visit would last 30 to 45 minutes with the salon averaging between 12 to 15 haircuts per day. The Applicant anticipates that the event space would host occasional special events with a volume of 10 attendees, creating a maximum volume of 38 people between employees, haircut customers, and event attendees.

The Applicant has also provided an explanation of their expected parking impact, which is based on the employee and customer estimates in the application. The parking requirements are approximately five total cars during regular business hours, based off figures of two haircuts per hour and 30 minute to 45 minute cycle times for a haircut along with three employee vehicles and two customer vehicles. For less frequent peak business hours, the business could have as many as ten vehicles with six employee vehicles and four customers vehicles. A business day with peak-hours and a special event would have a vehicle parking volume of approximately 12 vehicles, with some of the children being dropped off by parents according to the Applicant. The Applicant indicates that customers and employees would utilize the Hubbard Woods Public Parking Garage, as well as on-street parking on Green Bay Road, Merrill Street, and Tower Court.

Figure 8 below is a floor plan provided by the Applicant representing the layout of the proposed space.

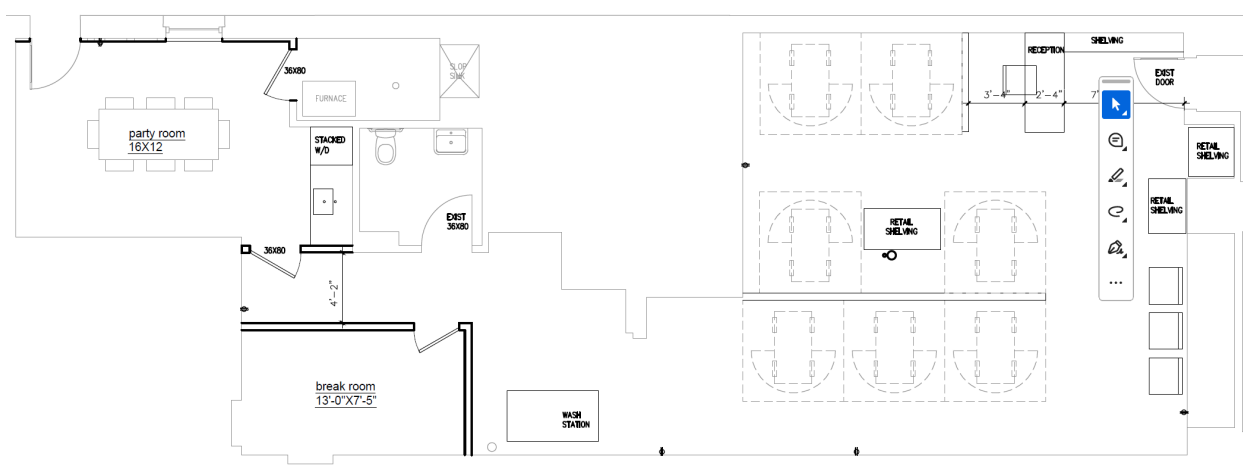


Figure 8 – Excerpt of Proposed Floor Plan

DESIGN REVIEW BOARD REVIEW

The Applicant has submitted an application for a sign permit that is tentatively scheduled for consideration by the Design Review Board on October 16, 2025. With the exception of signage, the Applicant has indicated that it has no plans to alter the exterior of the building.

STANDARDS FOR REVIEW / FINDINGS

The “Purpose” section of Chapter 17.56 Special Uses, states the following regarding special uses:

It is recognized that there are special types of uses which because of their specific characteristics in relationship to uses permitted by right in a particular district, or the services which they provide, cannot be properly permitted by right in a particular district without consideration, in each case, of the impact of such uses upon neighboring land, or of the public need for such uses at a particular location.

A land use classified as a special use is an allowed land use as long as the Applicant can demonstrate that the proposed use in its proposed specific location meets the applicable standards for granting special use approval.

Section 17.44 of the Zoning Ordinance provides a series of twelve (12) standards for the evaluation of Special Use applications within the Commercial Overlay District, which provides a framework for evaluation by the Plan Commission. The Applicant has supplied as part of their application materials a narrative addressing how this proposal complies with the twelve (12) standards. **(See Attachment A)**

Following conclusion of public comment and Commission discussion, a Commission member may choose to make the following motion:

I make a motion that:

The Plan Commission recommends **approval [denial]** of the requested special use to allow the Applicant, Sit Still Kids Salon, to operate a hair salon at 986 Green Bay Road within the C-2 Commercial Overlay District, based on the following findings of fact:

“The hair salon (the “Special Use”) is [is not] consistent with the Standards for granting of Special Use Permits in the Commercial Overlay District, which are as follows:

1. The establishment, maintenance, and operation of the Special Use will not be detrimental to or endanger the public health, safety, comfort, morals, or general welfare;
2. The Special Use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity which are permitted by right in the district or districts of concern, nor substantially diminish or impair property values in the immediate vicinity;
3. The establishment of Special Use will not impede the normal and orderly development or improvement of other property in the immediate vicinity for uses permitted by right in the district or districts of concern;
4. Adequate measures have been or will be taken to provide ingress and egress in a manner which minimize pedestrian and vehicular traffic congestion in the public ways;
5. Adequate parking, utilities, access roads, drainage, and other facilities necessary to the operation of the Special Use exists or are to be provided;
6. The Special Use in all other respects conforms to the applicable regulations of this and other village ordinances and codes;

7. The proposed special use at the proposed location will encourage, facilitate and enhance the continuity, concentration, and pedestrian nature of the area in a manner similar to that of retail uses;
8. The location of the proposed special use along a block frontage shall provide for a minimum interruption in the existing and potential continuity and concentration of the retail uses along the block's frontage;
9. The proposed special use at the proposed location will provide for display windows, provided that the street facing windows remain open and transparent as viewed from the sidewalk into the tenant space. The proposed special use at the proposed location will provide for facades, signage and lighting similar in nature and compatible with that provided by retail uses;
10. If the proposed special use provides multi-use areas, such as retail merchandise areas, restaurant dining areas, general office space, private offices, reception areas, or employee work areas, any proposed retail merchandise area or restaurant dining area shall be concentrated and located immediately adjacent to the sidewalk and clearly visible from the street in such a fashion as to invite customers to browse or dine;
11. If a proposed new building contemplates a mix of retail, office and service type uses, the minimum frontage for each retail use adjacent to the sidewalk shall be 20 feet with a minimum gross floor area of 400 square feet. In addition, such retail space shall be devoted to active retail merchandising which maintain typical and customary hours of operation; and
12. The proposed location and operation of the proposed special use shall not significantly diminish the availability of parking for district clientele wishing to patronize existing retail businesses."

The Commission's recommendation is subject to **no conditions [the following conditions]**:

1. [Insert conditions...]

As noted above, the Commission may also wish to consider if there are any conditions it may want to place on the facility's operation.

This request is subject to final approval by the Village Council.

ATTACHMENTS

Attachment A: Application Materials

ATTACHMENT A

Village of Winnetka
SPECIAL USE PERMIT – C2 COMMERCIAL OVERLAY APPLICATION

VILLAGE OF WINNETKA, ILLINOIS DEPARTMENT OF COMMUNITY DEVELOPMENT

SPECIAL USE PERMIT APPLICATION C-2 COMMERCIAL OVERLAY

Case No. _____

Property Information

Site Address: 986 Green Bay Road, Winnetka IL 60093

Proposed type of occupancy: Children's Hair Care Services

Applicant Information Name: Sit Still Kids Salon

Address: 986 Green Bay Road

City, State, ZIP: Winnetka, IL 60093

Applicant Signature: _____

Attorney Information

Name: Hecht Schondorf LLC

Primary Contact: Adam Hecht

Address: 900 Skokie Blvd., Suite 104

City, State, ZIP: Northbrook, IL 60062

Phone No. 312-878-1206

Email: ahecht@hechtschondorf.com

Primary Contact: Jenn Epstein

Phone No. 847-512-3191

Email: jepstein@hoffmanncre.com

Date: 08/12/2025

Architect Information

Name: Mason Miller Architect

Primary Contact: Mason Miller

Address: _____

City, State, Zip: _____

Phone No. 847-920-8071

Email: mason@masonmillerarchitect.com

Property Owner Acknowledgment

I hereby certify that I am the owner of the property located at 986 Green Bay Road, Winnetka, IL, and have provided the attached proof of ownership.
(address)

I consent to the filing of an application for a Special Use Permit by Sit Still Kids Salon.
(Applicant name)

Property Owner Signature: _____

Date: 08/12/2025

Printed Name: _____



Special Use Permit Application

Business Description: Sit Still Kids Salon is a U.S.-based children's hair salon franchise specializing in professional haircuts and styling for kids of all ages, differentiated by its fresh, modern, approach. Founded in 2007, the company operates upscale, family-friendly, salons across the country. Services include basic haircut offerings such as haircuts, braids, curls, updos, in addition to other, more unique, offerings such as glitter tattoos, sparkle strands, and fun offerings(e.g., "BFF packages" where friends go together to get their hair braided together).

The brand is designed to foster an inclusive environment that eases children's salon experiences. Sit Still features a sign-in process that allows parents to share if their child needs additional care (e.g., sensory needs, tablet or no tablet, etc.), making it a personalized and premium salon experience for parents. The store also offers high quality retail offerings, which include hair care products as well as fun toys and gifts for kids.

Brit and Chris Jordan have purchased franchise rights to the Sit Still brand across all of Chicagoland, and are targeting the Northshore to open their first, and flagship, location.

Operational Overview:

The intended hours of operation are:

- a. Weekdays (excl. Tuesdays, when the business is closed): 10am – 6pm
- b. Saturdays: 10am – 5pm
- c. Sundays: 11am – 4pm

There will up to 7 employees in store (6 salon artists + 1 front desk employee) at any one time. During non-peak times, there will generally be 3 employees in the store at a given time. A typical appointment takes between 30 and 45 minutes, depending on if any add-on features are supplemented to hair cut treatment(s). Sit Still averages between 12 and 15 haircuts per day, spread out over the ~7 hours of operation (or approximately 2 per hour).

Occasionally, and particularly on weekends, the Sit Still space will have an area available for customers to host birthday parties and similar events, each typically hosting ~10 children. When parties are run concurrently with salon operations, the number of people in the store at any one time would be, at most: 7 employees, 6 haircut customers, 10 party goers, 15 parents =38individuals.

sit still.

Conformance with Special Use Standards:

- 1) The salon will not be detrimental to or endanger the public health, safety, comfort, morals, or general welfare of those around it. The salon is a family-friendly, safe, environment where memories are made.
- 2) Nothing will be injurious to the use and enjoyment of other property in the immediate vicinity, as the salon is a self-contained operation that will not interfere with neighboring businesses.
- 3) For the same reasons, SSK will not impede the normal and orderly development or improvement of other property in the immediate vicinity.
- 4) Measures will be taken to provide ingress or egress that minimize pedestrian and vehicular traffic congestion. The majority of customers (parents) book by appointment through an app, which helps promote efficiency and ensures backlog and congestion are minimized. We will encourage our customers to use the parking garage to ensure they have a smoother experience getting into the store.
- 5) Adequate parking, utilities, access roads, drainage, and other facilities necessary to the operation of the business will be provided for. The salon requires one wash basin, which will connect to the existing drainage offered through the existing, ADA-compliant, bathroom. And customers will find ample parking available through street-side parking on Green Bay Road and/or at the Hubbard Woods Metra Station Parking Deck. This, in context with the aforementioned info around operations (e.g., 30-45 min cycle times, and averaging 2 cuts per hour) means the typical parking necessary to run operations would be 3 employee cars + 2 customer cars = 5 total cars, and that peak operations (less frequent in nature) would be ~6 employee cars + ~4 customer cars = 10 total cars. We believe this can be accommodated by street-side spots on Green Bay Rd./Merrill Street/Tower Court, as well as the Hubbard Woods Metra Station Parking Deck (where we will encourage employees to park). In addition, our operations will close daily between 4pm and 6pm and thus not compete heavily with other, nearby, businesses that see heavier evening and night-time traffic (e.g., Mino's, Guanajuato).
- 6) The use of the salon will conform to the applicable regulations of all necessary ordinances and codes. We have received a Fire Code inspection by the Village of Winnetka, marking just one (1) item that would need to be brought up to code: ensuring the back door can more freely swing open and shut.
- 7) The salon will encourage, facilitate, and enhance the continuity, concentration, and pedestrian nature of the area in a manner similar to that of retail uses. As a children-focused business model, we believe the salon will promote the pediatric dentistry (located next door), other relevant kids stores nearby, and overall use of Hubbard Woods Park.
- 8) Nothing in the construction or use of the salon shall interrupt the existing retail use along the block or that portion of the Green Bay corridor.
- 9) The proposed special use will provide for active display windows, facades, and signage that are all compatible with the Village's guidelines, and consistent with the Signage applications. As a minimalist model, the signage out front will feature "sit still." in simple, lower-case lettering, and have simple, fresh, window decals that are also simple in overall aesthetic (example

sit still.

photos below). We do not anticipate using an awning as part of our overall front signage. In addition, we plan no exterior, structural, changes to the windows or doors. The Sign/Design permit (which has been submitted to the Village) elaborates on the window decals used and outside signage used. We do not plan to make any masonry modifications, and do not plan to paint any of the exterior. (Shown below is an example of the brand's iconography, from the Louisville location)



- 10) Sit Still sells various retail products. These include, but are not limited to: hair care products (child-friendly shampoos, conditioners, detanglers, and styling products), hair accessories (clips, headbands, bows, scrunchies), and eco-friendly toys, gifts and novelties. Such retail products will be located along the wall, perpendicular to the sidewalk, and highly visible to pedestrians, positioned in a manner that invites walk-ins.
- 11) The square footage devoted to retail will comply with the guidelines set forth by the Village, and commensurate for the overall property, which is approximately 1,300 square feet.
- 12) The proposed location will not diminish the availability of parking for district clientele; customers typically book by appointment thereby evening out any one influx of patrons.

Deed proving ownership: We have asked the owners to provide a deed proving ownership. Their response was to have Anita contact Jenn Epstein directly if the Village does, indeed, require this deed evidencing Hoffman's ownership of the 986 Green Bay location.

Traffic study and/or parking study. In speaking with the Economic Development Office of the Village, it was determined that a traffic and/or parking study would likely not be required given a) this is not a new construction, and b) the modest levels of traffic that our business will bring to the existing flows on surrounding streets and intersections (as outlined in the operational overview section, and bullet #5, both listed above) would not warrant the studies to be commissioned.

We hope the answers above sufficiently address all of the special use conformances with city guidelines. We are happy to elaborate on any topics that require additional detail.

Thank you.

LEGEND

PROPERTY BOUNDARY	=====
OFFSITE PROPERTY LINE	-----
EASEMENT LINE	- - - - -
BUILDING SETBACK LINE	=====
MEASURED DISTANCE	(M)
DEED DISTANCE	(D)
FOUND IRON PIPE	●
FOUND IRON ROD	○
FOUND PK NAIL	⊕
FOUND CUT CROSS	+
STORM SEWER	-----C-----
SANITARY SEWER	-----<-----
WATERMAIN	-----W-----
UNDERGROUND GAS LINE	-----G-----
UNDERGROUND CABLE LINE	-----CA-----
UNDERGROUND ELECTRIC LINE	-----E-----
UNDERGROUND TELEPHONE LINE	-----T-----
OVERHEAD UTILITY LINES	-----OH-----
GRADING CONTOUR	~~~~~
FENCE LINE	=====
DEPRESSED CURB	=====
TREELINE	=====
TREE	⊗
POWER POLE	⊕
TELEPHONE PEDESTAL	⊕
TRANSFORMER	⊕
DRAINAGE FLOW ARROW	→
OVERFLOW ROUTE	→
LIGHT POLE	⊕
WALL PACK	⊕
SANITARY MANHOLE	⊕
SANITARY CLEANOUT	⊕
FIRE HYDRANT	⊕
VALVE AND VAULT	⊕
GATE VALVE	⊕
STORM CURB FRAME & GRATE	⊕
STORM MANHOLE	⊕
STORM CATCH BASIN	⊕
STORM FLARED END SECTION	⊕
MANHOLE (UNKNOWN UTILITY)	⊕

SURVEYOR'S NOTES

1. BASIS OF BEARING, NORTH RIGHT OF WAY LINE OF MERRILL STREET BEARS SOUTH 62 DEGREES WEST PER OLD PLAT OF SURVEY.
2. THE PROPERTY DESCRIBED HEREON IS THE SAME AS PORTIONS OF THE PROPERTY DESCRIBED IN CHICAGO TITLE INSURANCE COMPANY'S FILE NO. 1401 008975771 D2.
3. NO SUBSURFACE INVESTIGATION WAS PERFORMED TO LOCATE UNDERGROUND UTILITIES. UTILITIES SHOWN HEREON ARE LIMITED TO AND ARE PER OBSERVED EVIDENCE ONLY.
4. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF.
5. THERE WERE NO OBSERVABLE DEDICATED PARKING SPACES ON SITE.
6. COMPARE DEED DESCRIPTION AND SITE CONDITIONS WITH THE DATA GIVEN ON THIS PLAT AND REPORT ANY DISCREPANCIES TO THE SURVEYOR AT ONCE.
7. THE IMPROVEMENTS SHOWN HEREON WERE LOCATED AT THE TIME OF THE SURVEY AND ARE NOT A REPRESENTATION OF ANY PHYSICAL STRUCTURES THAT MAY HAVE BEEN OBSTRUCTED BY SNOW, ICE, LANDSCAPING, OR BRUSH.
8. THERE IS NO EXISTENCE OF WETLANDS ON THE PROPERTY BASED ON THE FISH AND WILDLIFE SERVICES GIS MAPPING.
9. NO APPARENT ENCROACHMENTS WERE OBSERVED DURING THIS SURVEY, OTHER THAN NOTED.
10. NO VISIBLE CEMETERY OR BURIAL GROUNDS WERE OBSERVED ON PROPERTY AT TIME OF FIELD WORK.
11. NO EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION, OR BUILDING ADDITIONS WERE OBSERVED ON PROPERTY AT TIME OF FIELD WORK.
12. NO EVIDENCE OF SITE BEING USED AS A SOLID WASTE DUMP, SUMP, OR SANITARY LANDFILL WERE OBSERVED ON PROPERTY AT TIME OF FIELD WORK.
13. INFORMATION OR PLATS FOR RIGHT OF WAY OR TAKINGS FOR LINDEN AVENUE (NOW GREEN BAY ROAD) WAS NOT PROVIDED.

FLOOD NOTE

PROPERTY IS IN ZONE "X" PER FEMA FLOOD INSURANCE RATE MAP NO. 17031C0251J WITH AN REVISED DATE OF AUGUST 19, 2008.

ZONING

THE PROPERTY SHOWN HEREON IS ZONED C-2 - RETAIL OVERLAY. FOR ZONING QUESTIONS, CONTACT THE VILLAGE OF WINNETKA AT 847-501-6000. PER ALTA/ACSM STANDARDS, LAND SURVEYORS ARE NOT PERMITTED TO MAKE ZONING INTERPRETATIONS. CURRENT ZONING CLASSIFICATION, BUILDING SETBACK REQUIREMENTS, HEIGHT AND FLOOR SPACE AREA RESTRICTIONS WERE NOT PROVIDED.

ITEMS CORRESPONDING TO SCHEDULE B

CHICAGO TITLE INSURANCE COMPANY COMMITMENT NUMBER 1401 008975771 D2 WAS REVIEWED FOR THE PREPARATION OF THIS PLAT.

AS RELATED TO PARCEL 5 AS DESCRIBED THEREIN, THERE ARE NO SURVEY-RELATED MATTERS CONTAINED IN THE COMMITMENT.

ALTA/ACSM LAND TITLE SURVEY

LEGAL DESCRIPTION

PARCEL 5:

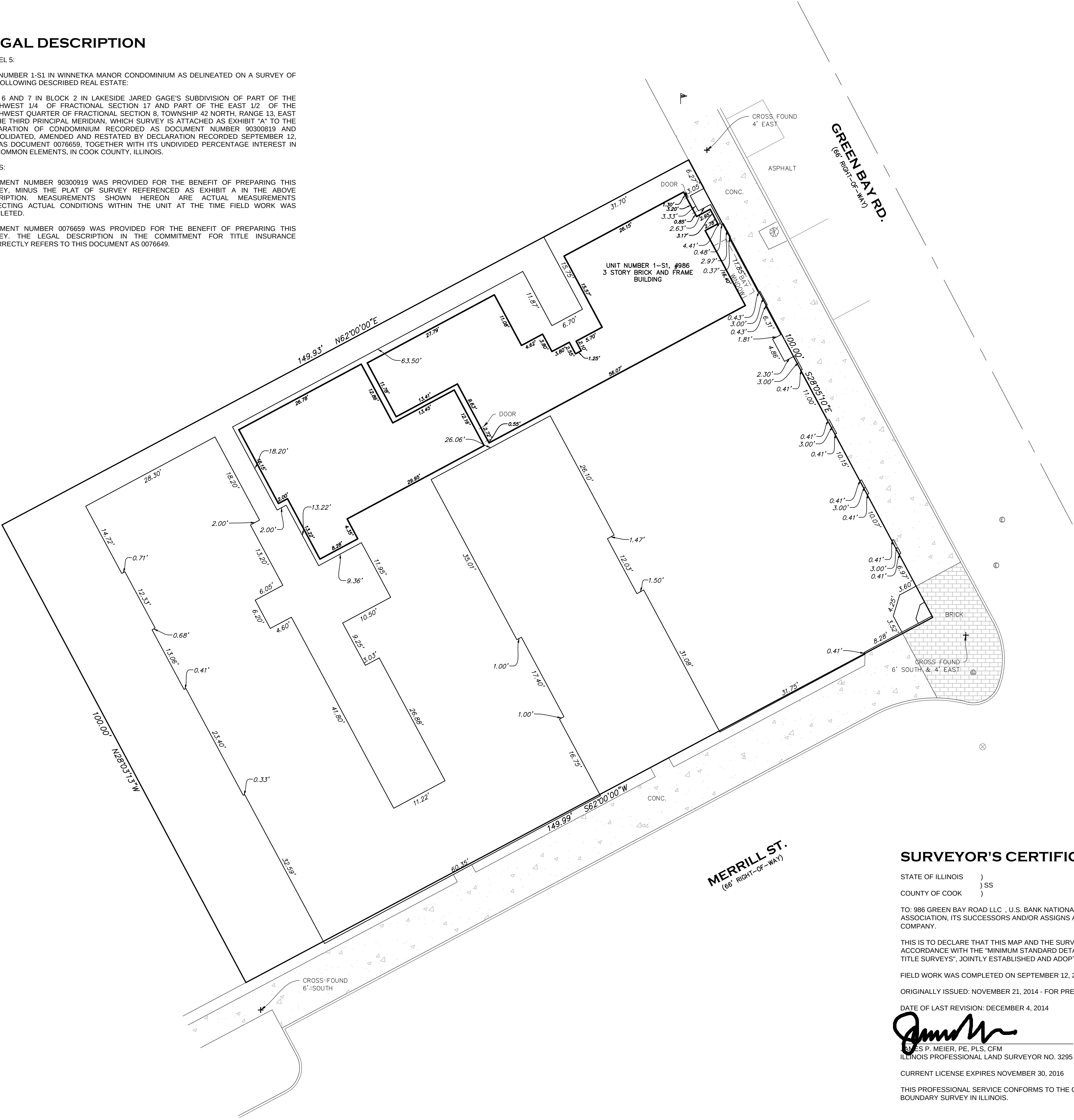
UNIT NUMBER 1-S1 IN WINNETKA MANOR CONDOMINIUM AS DELINEATED ON A SURVEY OF THE FOLLOWING DESCRIBED REAL ESTATE:

LOTS 6 AND 7 IN BLOCK 2 IN LAKESIDE JARED GAGE'S SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF FRACTIONAL SECTION 17 AND PART OF THE EAST 1/2 OF THE SOUTHWEST QUARTER OF FRACTIONAL SECTION 8, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, WHICH SURVEY IS ATTACHED AS EXHIBIT "A" TO THE DECLARATION OF CONDOMINIUM RECORDED AS DOCUMENT NUMBER 90300819 AND CONSOLIDATED, AMENDED AND RESTATED BY DECLARATION RECORDED SEPTEMBER 12, 2000 AS DOCUMENT 0076659, TOGETHER WITH ITS UNDIVIDED PERCENTAGE INTEREST IN THE COMMON ELEMENTS, IN COOK COUNTY, ILLINOIS.

NOTES:

DOCUMENT NUMBER 90300919 WAS PROVIDED FOR THE BENEFIT OF PREPARING THIS SURVEY, MINUS THE PLAT OF SURVEY REFERENCED AS EXHIBIT A IN THE ABOVE DESCRIPTION. MEASUREMENTS SHOWN HEREON ARE ACTUAL MEASUREMENTS REFLECTING ACTUAL CONDITIONS WITHIN THE UNIT AT THE TIME FIELD WORK WAS COMPLETED.

DOCUMENT NUMBER 0076659 WAS PROVIDED FOR THE BENEFIT OF PREPARING THIS SURVEY. THE LEGAL DESCRIPTION IN THE COMMITMENT FOR TITLE INSURANCE INCORRECTLY REFERS TO THIS DOCUMENT AS 0076649.



SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF COOK) SS

TO: 986 GREEN BAY ROAD LLC, U.S. BANK NATIONAL ASSOCIATION, A NATIONAL BANKING ASSOCIATION, ITS SUCCESSORS AND/OR ASSIGNS AND CHICAGO TITLE INSURANCE COMPANY.

THIS IS TO DECLARE THAT THIS MAP AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE "MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACSM LAND TITLE SURVEYS", JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS IN 2011.

FIELD WORK WAS COMPLETED ON SEPTEMBER 12, 2014
ORIGINALLY ISSUED: NOVEMBER 21, 2014 - FOR PRELIMINARY REVIEW

DATE OF LAST REVISION: DECEMBER 4, 2014

JAMES P. MEIER, PE, PLS, CFM
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3295

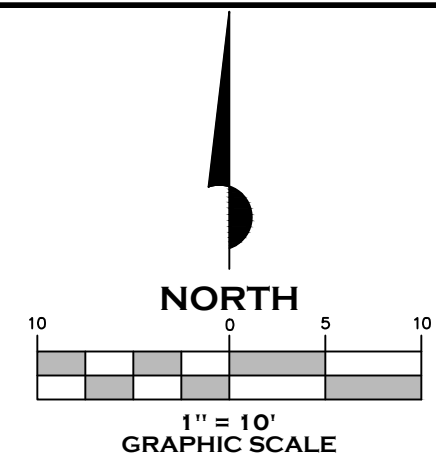
CURRENT LICENSE EXPIRES NOVEMBER 30, 2016

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT MINIMUM STANDARDS FOR A BOUNDARY SURVEY IN ILLINOIS.



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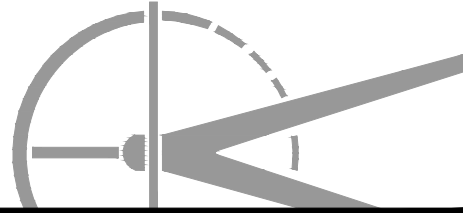


DESCRIPTION:
ISSUED FOR REVIEW
ISSUED TO CLIENT

DATE:
11-21-2014
12-04-2014

MeritCorp
ENGINEERING - PLANNING - SURVEYING - ENVIRONMENTAL

50 North Broadway, Suite 3-9
Palatine, IL 60067
Office 847.496.4170
Lc. No. 184-005860
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Aurora, IL 60504
Office 630.554.6655
www.meritcorp.com



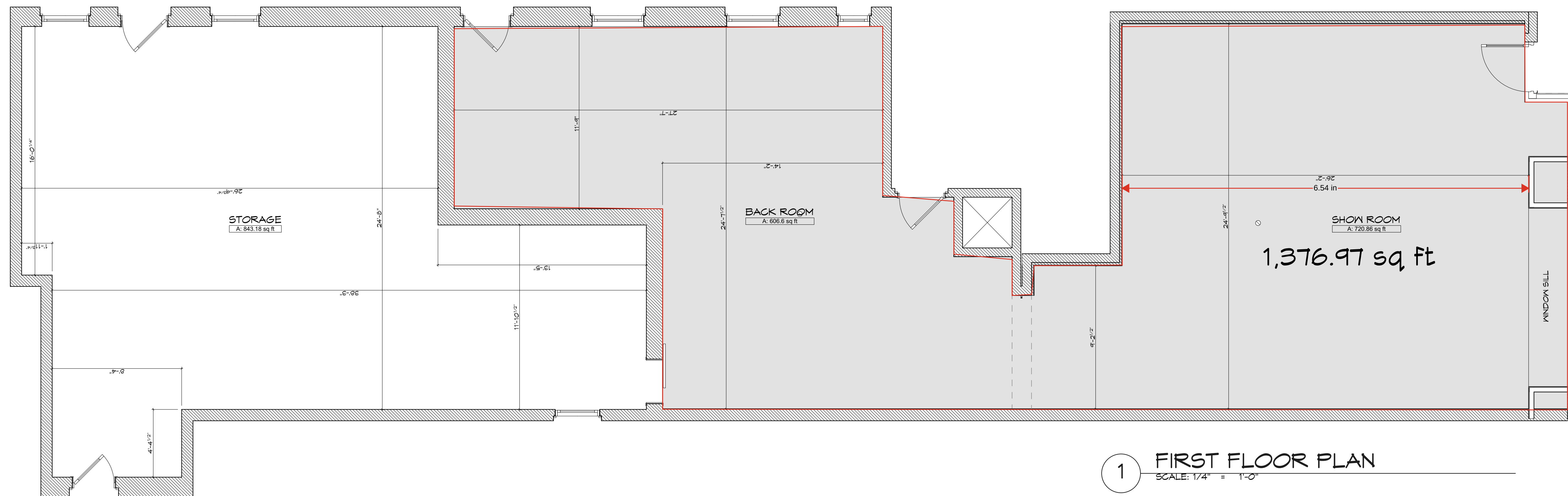
986 GREEN BAY ROAD LLC
986 GREEN BAY ROAD
ALTA/ACSM
LAND TITLE SURVEY

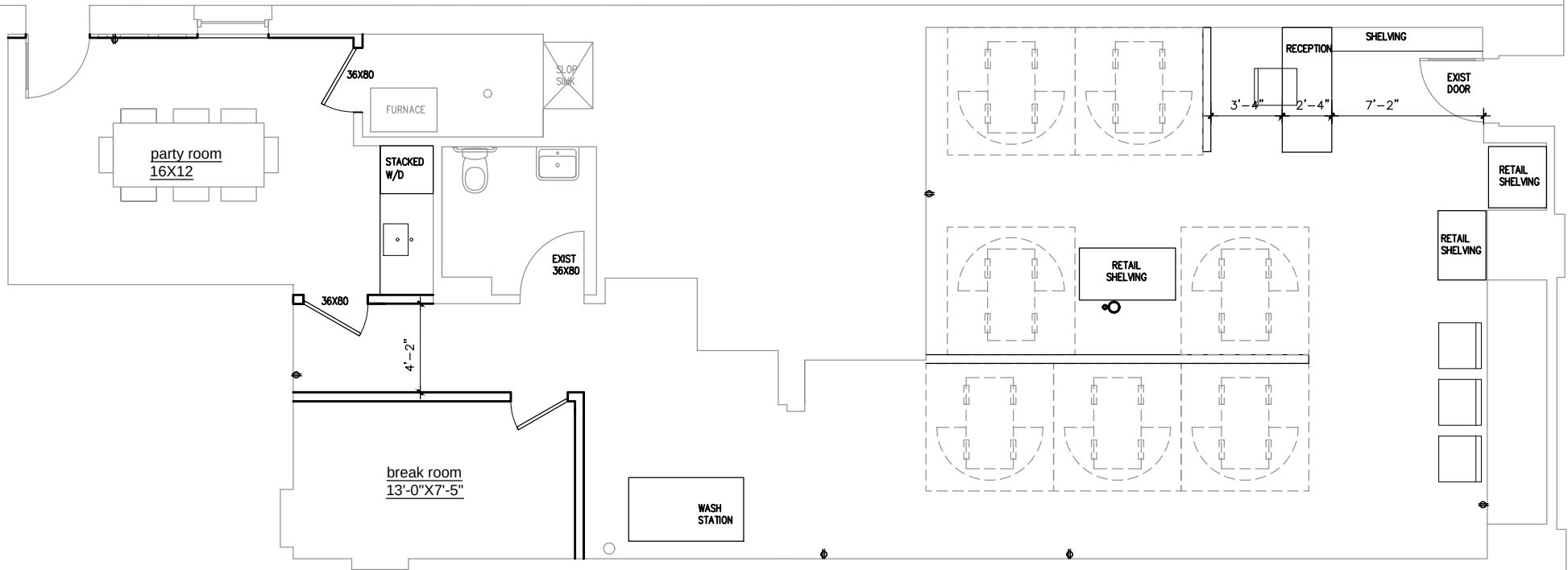
PROJECT NO. M14088

DRAWN BY: MTS

CHECKED BY: JPM

SHEET NO. 1/1

[illegible]



option c

2024



sit still.

KIDS SALON







sit still.





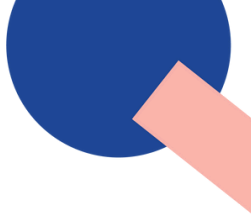












**WINNETKA PLAN COMMISSION MEETING MINUTES
SEPTEMBER 24, 2025**

Members Present:

Layla Danley, Chairperson
Jonathan Alt
Christopher Blum
Matthew Bradley
Chris Enck
Liz Kunkle
Cyrus Subawalla
Kate Van Vlack

Members Absent:

Mamie Case

Non-Voting Members Present:

Bridget Orsic

Village Staff:

Scott Mangum, Community Development Director
Ann Klaassen, Assistant Director of Community
Development
Christopher Marx, Associate Planner

* * *

c. **Case No. 25-18-SU: 986 Green Bay Road - Sit Still Kids Salon:** An application seeking approval of a Special Use Permit submitted by Sit Still Kids Salon, as the prospective lessee of the commercial space located at 986 Green Bay Road to allow a hair salon in the C-2 General Retail Commercial Overlay District. The property is currently owned by 986 Green Bay Road, LLC. The Village Council has final jurisdiction on this request.

Chairperson Danley called the meeting back to order. Mr. Marx identified the applicant, the property's location, the prior and current tenants, its size and zoning classification and referred to an illustration. He also identified the surrounding businesses. Mr. Marx then referred to Attachment A as a summary of the proposed plan for the space and business operation plans which he described in detail. He noted there would be no exterior front façade changes other than a sign to be reviewed by the DRB at their October 2025 meeting. Mr. Marx summarized the hours of operation and the number of employees and proposed customers during regular hours and special events. He stated in terms of parking available; he described the plan to use on-street parking and in the Hubbard Woods parking deck during peak and non-peak hours as well as the number of proposed special events and length of time customers would be in the location. Mr. Marx asked if there were any questions.

Ms. Van Vlack asked what is the maximum defined space occupancy. Ms. Klaassen stated it would have to comply with building code ordinances and regulations which included occupancy limits. Mr. Bradley asked in situations where a special use has certain events which occur outside of its normal use such as is done by a church, if they have ever conditioned how the space is used. Ms. Klaassen responded she is not aware of such a condition noting special event permits are required by churches.

Chairperson Danley asked if employees would be required to park in the employee lot. Ms. Klaassen responded they would have to park in employee designated areas which she identified for the Commission. Mr. Subawalla referred to the fluctuation in terms of potential occupancy during special

1 events and asked what are the Village restrictions in terms of occupancy counts. Mr. Marx stated the
2 applicant can respond. Ms. Klaassen stated the permit approval would have to comply with occupancy
3 limits which would be based on the space.
4

5 Mr. Blum asked how many of the buildings are special uses in terms of the overlay district. Ms. Klaassen
6 identified two special uses with others down the block. Mr. Blum asked how can they limit the number of
7 special uses in order to not lose the retail overlay district. The Commission Members discussed the
8 location of several other special uses in the area and the type of clientele the special use would occupy.
9 No additional questions were raised at this time.
10

11 Chairperson Danley swore in those speaking to this matter. Brett and Chris Jordan introduced themselves
12 to the Commission. Mr. Jordan described the unique offerings proposed by the salon which would bring
13 positive foot traffic to the local businesses and asked if there were any questions.
14

15 Chairperson Danley asked if it would be a franchise. Mr. Jordan confirmed that is correct. Mrs. Jordan
16 described in detail the services in the small space they planned to offer and noted parties would not be a
17 common occurrence. Mr. Jordan described the components in terms of occupancy for the small types of
18 parties they planned to offer and noted there were no concerns raised by the Fire Marshall. He described
19 the proposal as a very unique and different offering for their clientele. Mr. Bradley commented on the
20 types of private parties which are done in other locations which would generate a lot of traffic. Mrs. Jordan
21 provided clarity in terms of their offerings for the Commission.
22

23 Ms. Van Vlack referred to a neighbor's concern relating to noise and asked where the courtyard is located
24 and if children would have access to that space. Mrs. Jordan responded it is not and identified the door
25 opened to an alleyway which would not be accessed by children and would be used as a fire exit only. She
26 also identified their primary door. Mr. Enck referred to the small space being planned as a party space
27 and asked if the main space would also be used for parties. Mrs. Jordan responded in a buyout situation,
28 they would have to match the profitability of turning 15-20 chairs which would not be a common
29 occurrence in the other locations and would not be common for them. She confirmed they would ensure
30 that sound would not be an issue in response to the neighbor's concern.
31

32 Ms. Van Vlack asked Mrs. Jordan if other salons are trending to stay open later and suggested the
33 Commission request a condition relating to the late hours of operation. Mrs. Jordan informed the
34 Commission they are not intending to change their hours of operation and noted they served a wide range
35 of customers. No additional comments were made at this time.
36

37 Chairperson Danley swore in those speaking to this matter. Marlene Calders, from the Winnetka Manor
38 Condominium Association stated they would be most impacted by the commercial space use. She
39 identified their concerns relating to traffic and the number of accidents. She also stated the proposed use
40 would cause detrimental harm to the building in terms of drainage, sewer and pipe issues. Ms. Calders
41 described the proposed concept as a great use but not for this building and asked the Commission to
42 consider how the use would affect the condominium owners.
43

44 Cav Smith, 1095 Merrill, commented the proposed use would not be a good fit for the residential building
45 and referred to the difficulty finding parking with the proposed use making it worse. Mr. Smith questioned
46 the precedent for a commercial party venue in a 1919 building and described the narrow alley condition.
47 He also stated the use being open on Sunday would impact available parking.
48

1 Kathleen Geary, 1095 Merrill, stated her bedroom would be located immediately above the party room
2 and described the issues with regard to noise carrying in the condo building. She informed the Commission
3 she questioned sound barrier requirements in mixed use buildings years ago and was told there was no
4 higher standard for noise reduction barriers between commercial and residential units. Ms. Gary stated
5 the building code enforcement manager at the time informed her the issue would be brought up at the
6 next building and code enforcement meeting. She stated there would be a negative effect on the residents
7 and described how she was able to hear people speaking in connection with the prior tenant. Ms. Gary
8 described how loud the occupants and patrons utilizing the space would be as well as the potential
9 dangerous traffic issues. She concluded by stating children's beauty parties are non-essential to the
10 Village.

11
12 Sarah Lyon, a 35-year Winnetka resident, commented Winnetka is about supporting children and
13 described the applicants as hardworking who have done their due diligence. She referred to other uses
14 which support families and while she understood the concerns raised, it would be unfair to single out this
15 use as being detrimental. Ms. Lyon described the proposal as a great opportunity.

16
17 Chairperson Danley swore in Beata Krzynska, a 25-year Winnetka Manor resident and owner, who stated
18 the most important issue related to client parking and referred to a number of accidents that happened
19 over the last several years. She questioned the amount of haircuts required to be profitable and stated
20 the amount of customers would be problematic. No additional comments were made at this time.

21
22 Chairperson Danley closed public comment and asked the applicants if they would like to respond to
23 public comment. No comments were made at this time. She then called the matter in for discussion.
24 Chairperson Danley referred to the crosswalk concerns and asked if those issues had been looked into.
25 Ms. Klaassen responded it has been discussed as part of the Village's streetscape project and noted it is
26 located in an IDOT right-of-way with the Village being aware of the concerns raised.

27
28 Mr. Subawalla asked if the Teska streetscape plan was subject to the Village's jurisdiction in terms of the
29 bump outs. Ms. Klaassen responded some are under IDOT jurisdiction. Ms. Van Vlack referred to the
30 dentist's office and stated while she did not object to this type of business, the building having clay pipes
31 represented a significant issue due to its deterioration over 100 years along with the building housing 29
32 residents. She suggested any future business should consider whether they would add to this issue and
33 any the potential use contributing to the issue and asked where the responsibility lied in addressing these
34 issues. Ms. Van Vlack also stated the Commission is tasked to consider maintaining reasonably priced
35 home options on which a use of this type could negatively affect.

36
37 Chairperson Danley responded those are landlord issues to mitigate and noted a retail space could go into
38 the space without a special use. The Commission Members discussed alternative businesses which could
39 occupy the space and the parking issues which would result from the space being occupied. Mr. Blum
40 agreed with the comments made. Mr. Bradley described the use of the Hubbard Woods parking lot and
41 stated the proposed business use would be viable in this commercial district. He stated his concern related
42 the number of special uses which have been allowed in the area with the lack of parking and he would
43 generally be in favor of recommending approval which would result in storefronts being filled. He added
44 the residents' issues need to be dealt with by Hoffman.

45
46 Chairperson Danley referred to the lack of a parking study and stated the dangerous crosswalk issues are
47 valid but are out of the Village's control. She stated she understood the residents' concerns for any
48 business which would occupy the space and encouraged them to discuss the issues with the landlord.

1 Chairperson Danley stated she would be in favor of the application and the standards relate to issues
2 which arose no matter what occupied the space. Mr. Enck stated his initial thought on the application was
3 that it would be good for business although parking is an issue. He agreed some of the issues are worth
4 exploring and are outside of the Commission's purview. Mr. Enck also agreed with the suggestion that the
5 residents discuss their issues with the landlord.

6
7 Mr. Alt stated with regard to the residents' concerns, the applicant's biggest concerns relate to the clients
8 who are children and suggested the applicant listen to the neighbors and that having a conversation would
9 help. Ms. Van Vlack stated it is imperative for Hoffman to perform their due diligence and address the
10 potential clay pipe issue as well as address the concerns raised. She suggested the applicant address the
11 residents' concerns before their presentation to other boards. Ms. Van Vlack also commented on whether
12 the business would be profitable and the amount of traffic generated which she commented is unrealistic.
13 Ms. Kunkle agreed with the comments made and stated she is familiar with the parking difficulty in
14 Hubbard Woods. She stated although hearing the residents' concerns is impactful, it is more of a landlord
15 issue and stated any business would be substantially injurious to the residents. Ms. Kunkle added they do
16 not want to jeopardize the Village's housing stock and she would lean toward supporting the request. No
17 additional comments were made at this time.

18
19 Chairperson Danley then asked for a motion. A motion was made by Mr. Bradley to recommend approval
20 as indicated on page 7 to allow the applicant to operate within the C-2 commercial overlay district based
21 on the findings of fact nos. 1-12 which have been met. Mr. Blum seconded the motion. A vote was taken
22 and the motion unanimously, 7 to 1:

23 AYES: Alt, Blum, Bradley, Danley, Enck, Kunkle, Subawalla

24 NAYS: Van Vlack

25 NON-VOTING: Orsic

26
27 * * *

28
29
30 Respectfully submitted,

31 Antionette Johnson

32 Recording Secretary
33

ATTACHMENT 3

To: [REDACTED]
Subject: [Planning](#)
Date: SSK Special Use Case
Thursday, September 18, 2025 4:51:58 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To Whom It May Concern:

I understand that Sit Still is looking to come to Winnetka and I couldn't be more excited. I'd like to share my support of this business. The North Shore is in desperate need of more options for families and Sit Still would be a perfect fit for Winnetka.

Thank you for your consideration,
Lauren Fredericks

From: [REDACTED]
To: [Planning](#)
Cc: [REDACTED]
Subject: SIT STILL KIDS SALON HIGHLY RECOMMEND!
Date: Monday, September 22, 2025 2:58:05 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello.

I have been a resident of Winnetka for 35 years currently live at 607 Spruce Street (corner of Sheridan and Spruce). I have raised 3 girls here & love & adore everything about our village. I just hosted a block party for our section of Spruce Street last night.

To the WINNETKA Village Planning Commission,

I am writing to express my support for the proposed addition of *Sit Still Kids Salon* to our community. A dedicated children's salon like Sit Still would be a wonderful asset, offering families a convenient and welcoming place tailored specifically to the needs of young children.

Businesses that cater to families not only serve an essential need but also contribute to a more vibrant and inclusive community. Sit Still Kids Salon promises to bring both quality service and a positive, family-friendly environment that will be greatly appreciated by parents and children alike.

I believe this salon will enhance the charm and appeal of our village, and I hope the commission will support its inclusion in our community.

THANK YOU!

Sincerely,
Sarah Elder Lyons
607 Spruce Street, Winnetka

Case No: 25-18-SU

986 Green Bay Road | Winnetka

Sit Still Kids Salon

From: [Kristin Kazenas](#)
To: [Scott Mangum](#); [Ann Klaassen](#)
Cc: [Kim Handler](#); [Robert Dearborn](#)
Subject: FW: Feedback at Farmers Market
Date: Tuesday, September 23, 2025 4:21:56 PM

Hi Scott & Ann,

Please see below for in person feedback received at the Farmers' Market regarding the Sit Still Kids Salon special use permit application on tomorrow's Plan Commission meeting agenda.

Would you please share this feedback with the Commissioners?

Thank you,

Kristin

From: Kim Handler <KHandler@winnetka.org>
Sent: Tuesday, September 23, 2025 3:03 PM
To: Kristin Kazenas <KKazenas@winnetka.org>
Cc: Robert Dearborn <RDearborn@winnetka.org>
Subject: Feedback at Farmers Market

Kristin-

Tina has a list of all of the feedback we received at the market, but I talked with two men at the market while she spoke with others; I didn't have a chance to add this to the list.

Two men who live in a condo on GreenBay rd across from Minos expressed concern regarding a proposal/plan for a children's hair salon chain to rent the vacant space on the west side of the street-- sounds like it is below/adjacent to their (and neighbors) condos. They had two concerns, both related to the business's indication that the salon includes children's birthday parties as a key part of their business plan.

1. Parking – Unlike normal salon activity that has patrons coming and going throughout the day, children's birthday parties will result in 10-20 parent's vehicles seeking nearby parking all *at the same time*—a “surge” the nearby parking options can't support (other than the parking garage.). If children are old enough to be left at the party without a parent, there will be congestion and safety issues as parents attempt to drop off their children (eg unauthorized double parking with flashers on)
2. Noise/disruption- From what they understand, the party area may adjoin their courtyard. They indicated “our association spent a lot of money making our courtyard a pleasant place to relax and the noise/disruption that party/gatherings might bring would be

disruptive.”

Kristin- as always, would you share this with the appropriate staff and board/commission members?

Thanks.

Kim

From: [REDACTED]
To: [Planning](#)
Cc: [REDACTED]
Subject: SSK Special Use Permit
Date: Friday, September 26, 2025 10:04:23 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Village Department of Community Development,

We are writing to share our support for the Sit Still Kids business coming to Winnetka. Our young family would utilize their services regularly! Please let us know if there is anything else you need from us to show our support.

Thank you for your consideration,
Kelly and Bryant Greening (and family)

Sent from my iPhone

From: [Kristin Kazenas](#)
To: [Scott Mangum](#); [Ann Klaassen](#)
Subject: FW: 986 Green Bay Road "Special Use" Permit
Date: Thursday, October 2, 2025 11:35:58 AM

Hi Scott & Ann,

Please see below. Will this comment be included in the Council packet for this agenda item?

Thank you,

Kristin

-----Original Message-----

From: Kenneth Richmond <[REDACTED]>
Sent: Wednesday, October 1, 2025 10:24 AM
To: ContactCouncil <ContactCouncil@winnetka.org>
Subject: 986 Green Bay Road "Special Use" Permit

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning. I am Kenneth Richmond, owner of 976 Green Bay Road for over 30 years. I write to you to strongly oppose the issuance of a special permit for "Sit Still"...a party /event space for young children up to the age of 12 years. I served as HOA President of Winnetka Manor for more than 15 years, and recognize the burdens of maintaining this very old building.

This building has 3 "commercial" spaces facing Green Bay Road, with the remainder housing 26 residential homes. We can't bear any additional stress on our infrastructure...water lines/heating/waste/etc...all of which will increase our operating costs for the 28 other tax paying owners and decrease our property values. Furthermore, the noise that will be generated by children 6 days a week, especially on both weekend days, and additional congestion with multiple children/parents/caregivers/ will depreciate the quality of life for our residents, not to mention the impact on already scarce parking and Winnetka infrastructure already in place.

This type of business is not suited for this property, but would best be conducted in the multiple community centers in the immediate area. I strongly oppose the issuance of this Special Use permit given the multiple negative impacts on our properties.

I very much appreciate your attention to this matter.

Kenneth L Richmond, M.D.

From: [Kristin Kazenas](#)
To: [Scott Mangum](#); [Ann Klaassen](#)
Subject: FW: Sit Still Kids Salon
Date: Friday, October 10, 2025 6:51:36 PM

Hi Scott and Ann,

Please see the email below that was sent to Council at their individual email addresses.

Would you please include in the packet materials for the SUP, per our normal process & send an email to Michelle Rosenow, acknowledging receipt?

Thank you!

Kristin

From: Robert Dearborn <RDearborn@winnetka.org>
Sent: Friday, October 10, 2025 6:04 AM
To: Kristin Kazenas <KKazenas@winnetka.org>
Subject: Fwd: Sit Still Kids Salon

Not sure where this stands in the permit process, but please forward to Ann/Scott if they don't have already. Thanks.

Robert H. Dearborn
President - Village of Winnetka

Begin forwarded message:

From: Michelle Rosenow [REDACTED] >
Date: October 8, 2025 at 8:08:26 PM CDT
To: Robert Dearborn <RDearborn@winnetka.org>, Kirk Albinson <KAlbinson@winnetka.org>, Robert Apatoff <RApatoff@winnetka.org>, Tina Dalman <TDalman@winnetka.org>, Kim Handler <KHandler@winnetka.org>, Scott Myers <smyers@winnetka.org>, Bridget Orsic <BOrsic@winnetka.org>
Subject: Sit Still Kids Salon

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello!

I own a unit in Winnetka Manor and want to oppose the application for a special use permit to allow the Sit Still Kids Salon in our 100 year old building. There are many reasons they should not have their business here.

- * The clay sewer pipes are cracked, fragile and prone to blockages. A salon would discharge hair, dyes, oils and chemicals into the system, creating a high risk of backups, flooding and expensive repairs.

- * Safety risks: Salons use flammable and chemical products that increase fire and health hazards.

- * This will cause added traffic, parking issues and even more congestion to our already difficult parking on Merrill and even the Municipal Garage.

Parents can go to the park district, or other places to have events/parties for their kids.

Our building is a beautiful, quiet and comfortable place to live and I hope it stays that way!

Thank you for your time,
Michelle Rosenow



Village of WINNETKA, IL

Agenda Item Executive Summary

TITLE: Resolution No. R-83-2025: Approving a First Amendment to an Extension Agreement Between the Village and Strand Associates, Inc. for Engineering Design Services for the Stormwater Alternatives Study for Western and Southwestern Winnetka (Adoption)

PRESENTER: James Bernahl

AGENDA DATE: November 4, 2025

CONSENT: No

ITEM TYPE: Ordinances and Resolutions

ITEM HISTORY:

On June 21, 2022, the Village Council approved adoption of Resolution No. R-78-2022 authorizing an Extension Agreement for Design Engineering Services for the West and Southwest Winnetka Stormwater Management Conveyance Project (Conveyance Project) with Strand Associates, Inc. (Strand), in the amount not to exceed \$2,920,440. The scope of the project is shown on the attached Exhibit A and includes approximately 5 miles of new stormwater conveyance infrastructure.

EXECUTIVE SUMMARY:

Project Update

The Conveyance Project is a crucial piece of the Village's overall stormwater management program. It will provide for conveyance of stormwater runoff from the west and southwest neighborhoods of the Village to the stormwater storage facilities that have been constructed over the past four years at Hibbard Preserve, Duke Childs Fields, Winnetka Golf Club, and Crow Island.

The stormwater conveyance infrastructure construction will also involve roadway reconstruction and, in many cases, removal and replacement of a water main. These ancillary improvements have allowed the Village to conserve the budget previously earmarked under the annual Street Rehabilitation program and critical water main replacement program and address these needs under the Conveyance Project. However, not all the streets in these neighborhoods are impacted by the Conveyance Project, resulting in several roadway and water main improvement gaps. Therefore, Engineering is recommending additional design services be considered to the Conveyance Project design to address the roadway reconstruction and water main replacement gaps.

The Village annually utilizes professional design consulting services to assist with the development of the construction documents for the annual Street Rehabilitation program and watermain replacement program. As the Engineering and Water & Electric Departments reviewed the conveyance project designs, the consensus was that to minimize impacts to the residents impacted by the stormwater

project, it made sense to perform high priority roadways and utility work that was located adjacent to the stormwater conveyance projects at the same time. Constructing at the same time would offer many benefits, including a reduction in costs due to mobilization, economies of scale, and the scope of the overall project, reducing the number of construction impacts on residents, and minimizing disturbance during the school year.

There are three neighborhoods in which additional design services are required as shown in the following exhibits:

- Exhibit B Tree Streets and Willow Road East
- Exhibit C South of Willow and Skokie Ditch
- Exhibit D Hibbard North and North of Pine

These additional neighborhood improvements entail over 2 miles of roadway reconstruction, 1.5 miles of roadway resurfacing, over 2 miles of water main replacement, and 0.25 miles of sanitary sewer replacement.

Project Cost / Source of Funds

Strand has provided an amendment proposal to their current stormwater conveyance design agreement. The amendment is included in Exhibit E. The fee for this proposed amendment is as follows:

Tree Streets Water Main and Roadway Modifications	\$179,820
Willow Road East Water Main Modifications	\$109,800
South of Willow Water Main and Roadway Modifications	\$186,790
Hibbard North Roadway Modifications	\$212,290
North of Pine Water Main, Sanitary Sewer, Storm Sewer, and Roadway Modifications	\$325,510
Total Amendment	\$1,014,210

The proposed impact on the Village's budget would be budget net neutral as staff would be using funds typically appropriated for these projects. Staff is proposing to use the same budget accounts for these projects as they normally should the project be let separately. The proposed accounts contributing to these additional design services include:

- 100.35.23-650 - Engineering
- 580.75.01-567 – Stormwater
- 520.62.41-660 – Water Mains

Contract Discussion

Staff is recommending that these additional design services be paid for using available funds from the existing FY2025 budget, and funds from the proposed FY2026 budget. These funds are proposed to come from costs savings from the annual Street Rehab Program for roadway and watermain construction. The proposed distribution of these funds are proposed as follows:

Proposed funds to be used in FY2025

- Watermain (Account 520.62.41-660) - \$183,783.47
 1. Remaining balance for FY2026 - \$100,000
- Stormwater (Account 580.75.01-567) – \$73,348.26
 1. No funds to be used in FY2026
- Engineering (Account 100.35.23-650) - \$150,000
 1. Remaining balance to be pulled from FY2026 – Account: 100.3.23-650: Street &Alley reconstruction/rehabilitation - \$507,161.47

The Engineering Department has reviewed the amendment and has confirmed it reflects the proposed overall infrastructure design improvements for the Village of Winnetka. For these reasons, staff is recommending that the Village Council consider approving Resolution No. R-83-2025, amending the contract for the West and Southwest Winnetka Stormwater Management Conveyance Project with Strand Associates, Inc. to increase the existing agreement by \$1,014,210 for a total price not to exceed \$3,894,650.

RECOMMENDATION:

Staff recommends adoption Resolution No. R-83-2025 approving Amendment No. 1 to the agreement for the West and Southwest Winnetka Stormwater Management Conveyance Project with Strand Associates, Inc., in the amount of \$1,014,210.

ATTACHMENTS:

1. Resolution No. R-83-2025: Approving a First Amendment to an Extension Agreement Between the Village of Winnetka and Strand Associates, Inc.
2. Agenda Report for Additional Design Services

ATTACHMENT 1

RESOLUTION NO. R-83-2025

A RESOLUTION APPROVING A FIRST AMENDMENT TO AN EXTENSION AGREEMENT BETWEEN THE VILLAGE AND STRAND ASSOCIATES, INC. FOR ENGINEERING DESIGN SERVICES FOR THE STORMWATER ALTERNATIVES STUDY FOR WESTERN AND SOUTHWESTERN WINNETKA

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the Village of Winnetka ("***Village***") to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, after several large-scale, 100-year flooding events occurred in a period of only a few years, leading to significant overland and basement flooding in the Village, the Village engaged in various studies and planning for major infrastructure and other improvements for managing stormwater to reduce flooding in the Village ("***Stormwater Master Plan***"); and

WHEREAS, in 2015, the Village hired Strand Associates, Inc. ("***Consultant***") to prepare a stormwater management study and to develop and evaluate alternatives for managing stormwater within western portions of the Village; and

WHEREAS, in 2017, the Consultant entered into a Master Services Agreement with the Village to provide engineering and consulting services related to stormwater projects ("***Master Services Agreement***"); and

WHEREAS, on June 21, 2022, the Village entered into an extension agreement with Consultant, which incorporates the terms of the Master Services Agreement, where the Village retained Consultant to provide design engineering services for the West and Southwest Winnetka Stormwater Management Conveyance Project ("***Extension Agreement***"); and

WHEREAS, the Village and Consultant desire to amend the Extension Agreement to, among other things, extend the contract term, modify the scope of services to include additional services and locations for proposed work, and modify the compensation ("***First Amendment***"); and

WHEREAS, pursuant to the Village's home rule authority, the Village Council has determined that it is in the best interests of the Village and its residents to enter into the First Amendment with the Consultant pursuant to this Resolution;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1: RECITALS. The Village Council hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

SECTION 2: APPROVAL OF FIRST AMENDMENT. The Village Council hereby approves the First Amendment in substantially the form attached to this Resolution as **Exhibit A** and in a final form approved by the Village Attorney.

November 4, 2025

R-83-2025

SECTION 3: AUTHORIZATION TO EXECUTE FIRST AMENDMENT. The Village Council hereby authorizes and directs the Village President and the Village Clerk to execute and attest, respectively, on behalf of the Village, the final First Amendment.

SECTION 4: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

[SIGNATURE PAGE FOLLOWS]

ADOPTED this 4th day of November, 2025, pursuant to the following roll call vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Signed

Village President

Countersigned:

Village Clerk

EXHIBIT A

FIRST AMENDMENT TO EXTENSION AGREEMENT

**FIRST AMENDMENT TO
EXTENSION OF PROFESSIONAL SERVICES AGREEMENT**

THIS FIRST AMENDMENT TO THE EXTENSION OF PROFESSIONAL SERVICES AGREEMENT ("First Amendment"), dated as of this ____ day of _____, 2025, ("**Effective Date**"), is by and between the **VILLAGE OF WINNETKA**, an Illinois home rule municipal corporation ("**Village**"), and **STRAND ASSOCIATES, INC.**, an Illinois corporation ("**Consultant**").

NOW THEREFORE, in consideration of the recitals, mutual covenants, and agreements set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby mutually agree as follows:

SECTION 1. RECITALS.

A. In 2017, the Village and Consultant entered into an agreement for engineering and consulting services related to stormwater projects ("**Master Services Agreement**"), which Master Services Agreement provided for terms and conditions that would govern future engineering services performed for the Village by the Consultant.

B. In 2022, the Village and Consultant entered into that certain Extension of Professional Services Agreement ("**Extension Agreement**") for Consultant to provide the Village engineering design services for stormwater management related to improvements associated with Phase 3 Crow Island Stormwater Storage and Phase 4 Stormwater Conveyance Facilities under the Stormwater Alternatives Study for Western and Southwestern Winnetka ("**Services**"), which Services are more fully described in the Agreement. The Extension Agreement fully incorporates the terms of the Master Services Agreement.

C. The Village and Consultant desire to amend the Extension Agreement to, among other things, extend the contract term, modify the scope of services to include additional services and locations for proposed work, and modify the compensation.

SECTION 2. DEFINITIONS; RULES OF CONSTRUCTION.

A. Definitions. All capitalized words and phrases used throughout this First Amendment have the meanings set forth in the various provisions of this First Amendment. If a word or phrase is not specifically defined in this First Amendment, it has the same meaning as in the Extension Agreement.

B. Rules of Construction. Except as specifically provided in this First Amendment, all terms, provisions and requirements contained in the Extension Agreement remain unchanged and in full force and effect. In the event of a conflict between the text of the Extension Agreement and the text of this First Amendment, the text of this First Amendment controls.

SECTION 3. AMENDMENT TO EXTENSION AGREEMENT. The Extension Agreement is hereby amended as follows:

- A. Section 2.B of the Extension Agreement titled, “Commencement; Term,” is hereby amended to extend the Time of Performance from June 30, 2024 to June 30, 2027.
- B. Section 3 of the Extension Agreement titled, “Compensation,” is hereby amended to provide that the Consultant shall be paid an amount not to exceed \$3,943,730.
- C. Exhibit A titled, “Services,” Section “Project Information,” is hereby amended to add the following items under “Services Description”:

9. Tree Streets Water Main and Roadway Modifications at the following locations:

- a. Cherry Street: Replacement of approximately 1,500 feet of water main with new eight-inch water main. Reconstruction of approximately 1,500 feet of roadway from Hibbard Road to Glendale Avenue. This project corridor is approximately 1,500 feet long.
 - b. Berkeley Avenue: Reconstruction of approximately 400 feet of roadway and resurfacing of approximately 800 feet of roadway from Willow Road to Oak Street. This project corridor is approximately 1,200 feet long.
 - c. Glendale Avenue: Replacement of approximately 1,800 feet of water main with new eight-inch water main. Reconstruction of approximately 1,300 feet of roadway and resurfacing of approximately 400 feet of roadway from Willow Road to Elm Street’s northern right-of-way. This project corridor is approximately 1,800 feet long.
 - d. Rosewood Avenue: Replacement of approximately 400 feet of water main with new eight-inch water main. Resurfacing of approximately 800 feet of roadway from Willow Road to Cherry Street’s northern right-of-way. This project corridor is approximately 800 feet long.
 - e. Ash Street: Replacement of approximately 1,400 feet of water main with new eight-inch water main. Reconstruction of approximately 1,400 feet of roadway from Locust Street to Birch Street. This project corridor is approximately 1,400 feet long.
 - f. Provident Avenue: Reconstruction of approximately 500 feet of roadway from Willow Road to Ash Street. This project corridor is approximately 500 feet long.
 - g. Oak Street: Reconstruction of the roadway intersection at Glendale Avenue.
10. Willow Road East Water Main Modifications: Replacement of approximately 4,300 feet of water main with new ten-inch and 16-inch water main from Hibbard Road to Provident Avenue. This project corridor is approximately 4,300 feet long.

11. South of Willow Water Main and Roadway Modifications at the following locations:

- a. Locust Road: Replacement of approximately 780 feet of water main with new eight-inch water main. Reconstruction of approximately 780 feet of roadway from Willow Road to Mt. Pleasant Street. This project corridor is approximately 780 feet long.
- b. Mt. Pleasant Street: Replacement of approximately 420 feet of water main with new eight-inch water main. Reconstruction of approximately 420 feet of roadway from Locust Road East to 1005 Mt. Pleasant Street. This project corridor is approximately 420 feet long.
- c. Higginson Lane: Resurfacing of approximately 970 feet of roadway from Sunset Road to Birch Street. This project corridor is approximately 970 feet long.
- d. Alles Road: Resurfacing of approximately 470 feet of roadway from Birch Street to Chestnut Street. This corridor is approximately 470 feet long.

12. Hibbard North Roadway Modifications at the following locations:

- a. Elm Street: Reconstruction of approximately 1,600 feet of roadway from Hibbard Road to Glendale Avenue. This project corridor is approximately 1,600 feet long.
- b. Spruce Street: Resurfacing of approximately 1,560 feet of roadway from Hibbard Road to Glendale Avenue. This project corridor is approximately 1,560 feet long.
- c. Pine Street: Reconstruction of approximately 1,140 feet of roadway from Berkeley Avenue to Rosewood Avenue. This project corridor is approximately 1,140 feet long.

13. Upstream/North of Pine Water Main, Sanitary Sewer, Storm Sewer, and Roadway Modifications at the following locations:

- a. Westmore Road: Resurfacing of approximately 2,025 feet of roadway from Hibbard Road to Rosewood Avenue. This project corridor is approximately 2,025 feet long.
- b. Kent Road: Resurfacing of approximately 600 feet of roadway from Hibbard Road to the cul-de-sac. This project corridor is approximately 600 feet long.

- c. Hamptondale Avenue and Chatfield Road: Replacement of approximately 1,350 feet of water main with new eight-inch water main, approximately 1,400 feet of new sanitary sewer, and approximately 1,400 feet of new storm sewer. Reconstruction of approximately 1,600 feet of roadway on Hamptondale Chatfield from Gordon Terrace to the respective cul-de-sacs. This project corridor is approximately 1,600 feet long.
- d. Tower Road: Reconstruction of approximately 510 feet of roadway from Hibbard Road to Forest Glen Drive South. This project corridor is approximately 510 feet long.

D. Exhibit A titled, “Services,” is hereby amended to add the following services under “Scope of Services”:

- 1. Provide Preliminary Engineering, Final Engineering, and Permitting as listed under Scope of Services for Services Description Items Nos. 9 through 13 inclusive.
- 2. Provide Preliminary Engineering, Geotechnical Investigations for Items Nos. 9, 11, 12, and 13 as listed under Scope of Services to include up to five soil borings to a depth of ten feet, 14 soil borings to a depth of 20 feet, and 43 pavement cores.
- 3. Provide Public Engagement and Bidding-Related Assistance as listed under Scope of Services for Services Description Items Nos. 9, 11, 12, and 13 as part of Project Information Items Nos. 4, 6, 7, and 8.c respectively.
- 4. Provide Public Engagement and Bidding-Related Assistance as listed under Scope of Services for Services Description Item No. 10 as part of the Willow Road East Conveyance project.

E. Exhibit A titled, “Services,” Section “Schedule” is hereby amended to read as follows:

- 1. Crow Island Storage, Stormwater Pumping Station, and Conveyance will be complete by May 1, 2023.
- 2. Tree Streets Conveyance and Tree Streets Water Main and Roadway Modifications will be complete by June 30, 2026.
- 3. South of Willow Conveyance and South of Willow Water Main and Roadway Modifications will be complete by December 31, 2026.
- 4. Hibbard North Conveyance; Hibbard North Roadway Modifications; Upstream-North of Pine Conveyance; and Upstream/North of Pine Water Main, Sanitary Sewer, Storm Sewer, and Roadway Modifications will be complete by June 30, 2027.

5. Willow Road East and Willow Road Water Main Modifications will be designed concurrently and bid in the same package as the Village's Illinois Department of Transportation project for Willow Road Reconstruction and will be complete by June 30, 2026.
- F. Exhibit C titled, "Compensation" is hereby amended to provide the Consultant will be compensated for the Services in an amount not to exceed \$3,894,730. Further, the following line items are hereby added to the table for compensation:

<u>Tasks</u>	<u>Lump Sum</u>
<u>Amendment No. 1 Services</u>	
Tree Streets Water Main and Roadway Modifications	\$ 179,820
Willow Road Water Main Modifications	\$ 109,800
South of Willow Water Main and Roadway Modifications	\$ 186,790
Hibbard North Roadway Modifications	\$ 212,290
Upstream-North of Pine Water Main, Sanitary Sewer, Storm Sewer, and Roadway Modifications	\$ 325,510
Amendment No. 1 Subtotal	<u>\$1,014,290</u>

SECTION 5. COUNTERPARTS.

To facilitate execution of this First Amendment, this First Amendment may be executed in multiple counterparts, each of which, when assembled to include an original signature for each party contemplated to sign this First Amendment, will constitute a complete and fully executed original. All such fully executed original counterparts will collectively constitute a single agreement. Each counterpart may be delivered by pdf transmission.

IN WITNESS WHEREOF, the parties have hereunder set their hands and seals as of the Execution Date first above written.

VILLAGE OF WINNETKA

STRAND ASSOCIATES, INC.

By: _____
Its: _____

By: _____
Its: _____

ATTACHMENT 2

Agenda Report

Subject: Amendment No. 1 to Resolution R-83-2025: Design Engineering Services for the West and Southwest Winnetka Stormwater Management Conveyance Project

Prepared By: James J. Bernahl, Director of Engineering/Village Engineer

Date: October 28, 2025

Item History

On June 21, 2022, the Village Council approved adoption of Resolution R-78-2022 authorizing an Extension Agreement for Design Engineering Services for the West and Southwest Winnetka Stormwater Management Conveyance Project (Conveyance Project) with Strand Associates, Inc. (Strand), in the amount not to exceed \$2,920,440. The scope of the project is shown on the attached Exhibit A and includes approximately 5 miles of new stormwater conveyance infrastructure.

Project Update

The Conveyance Project is a crucial piece of the Village's overall stormwater management program. It will provide for conveyance of stormwater runoff from the west and southwest neighborhoods of the Village to the stormwater storage facilities that have been constructed over the past four years at Hibbard Preserve, Duke Childs Fields, Winnetka Golf Club, and Crow Island.

The stormwater conveyance infrastructure construction will also involve roadway reconstruction and, in many cases, removal and replacement of water main. These ancillary improvements have allowed the Village to conserve budget previously earmarked under the annual Street Rehabilitation program and critical water main replacement program and address these needs under Conveyance Project. However, not all the streets in these neighborhoods are impacted by the Conveyance Project resulting in several roadway and water main improvement gaps. Therefore, Engineering is recommending additional design services be considered to the Conveyance Project design to address the roadway reconstruction and water main replacement gaps.

The Village annually utilizes professional design consulting services to assist with the development of the construction documents for the annual Street Rehabilitation program and watermain replacement program. As the Engineering and Water & Electric Departments reviewed the conveyance project designs the consensus was that to minimize impacts to the residents impacted by the stormwater project is made sense to perform high priority roadways and utility work that was located adjacent to the stormwater conveyance projects at the same time. Constructing at the same time would offer many benefits including a reduction in costs due to mobilization, economies of scale, and the scope of overall project, reducing the number of construction impacts on residents, and minimize disturbance during school year.

There are three neighborhoods in which additional design services are required as shown in the following exhibits:

- Exhibit B Tree Streets and Willow Road East
- Exhibit C South of Willow and Skokie Ditch

- Exhibit D Hibbard North and North of Pine

These additional neighborhood improvements entail over 2 miles of roadway reconstruction, 1.5 miles of roadway resurfacing, over 2 miles of water main replacement, and 0.25 miles of sanitary sewer replacement.

Project Cost / Source of Funds

Strand has provided an amendment proposal to their current stormwater conveyance design agreement. The amendment is included in Exhibit E. The fee for this proposed amendment is as follows:

Tree Streets Water Main and Roadway Modifications	\$179,820
Willow Road East Water Main Modifications	\$109,800
South of Willow Water Main and Roadway Modifications	\$186,790
Hibbard North Roadway Modifications	\$212,290
North of Pine Water Main, Sanitary Sewer, Storm Sewer, and Roadway Modifications	\$325,510
Total Amendment	\$1,014,210

The proposed impacts to the Village budget would be budget net neutral as staff would be using funds typically appropriated for these projects. Staff is proposing to use the same budget accounts for these projects as they normally should the project be let separately. The proposed accounts contributing to these additional design services include:

- 100.35.23-650 - Engineering
- 580.75.01-567 – Stormwater
- 520.62.41-660 – Water Mains

Contract Discussion

Staff is recommending that these additional design services be paid for using available funds from the existing FY2025 budget, and funds from the proposed FY2026 budget. These funds are proposed to come from costs savings from the annual Street Rehab Program for roadway and watermain construction. The proposed distribution of these funds are proposed as follows:

Proposed funds to be used in FY2025

- Watermain (Account 520.62.41-660) - \$183,783.47
 - Remaining balance for FY2026 - \$100,000
- Stormwater (Account 580.75.01-567) – \$73,348.26
 - No funds to be used in FY2026
- Engineering (Account 100.35.23-650) - \$150,000
 - Remaining balance to be pulled from FY2026 – Account: 100.3.23-650: Street & Alley reconstruction/rehabilitation - \$507,161.47

The Engineering Department has reviewed the amendment and has confirmed it reflects the proposed overall infrastructure design improvements for the Village of Winnetka. For these reasons, staff is

recommending that the Village Council consider approving resolution R-83-2025, amending the contract for West and Southwest Winnetka Stormwater Management Conveyance Project with Strand Associates, Inc. to increase the existing agreement by \$1,014,210 for a total price not to exceed \$3,894,650.

Recommendation

Staff recommends adoption Resolution R-83-2025 approving Amendment No. 1 to the agreement for the West and Southwest Winnetka Stormwater Management Conveyance Project with Strand Associates, Inc., in the amount of \$1,014,210.

EXHIBIT A

**WEST AND SOUTHWEST WINNETKA OVERALL STORMWATER MANAGEMENT
PROGRAM**

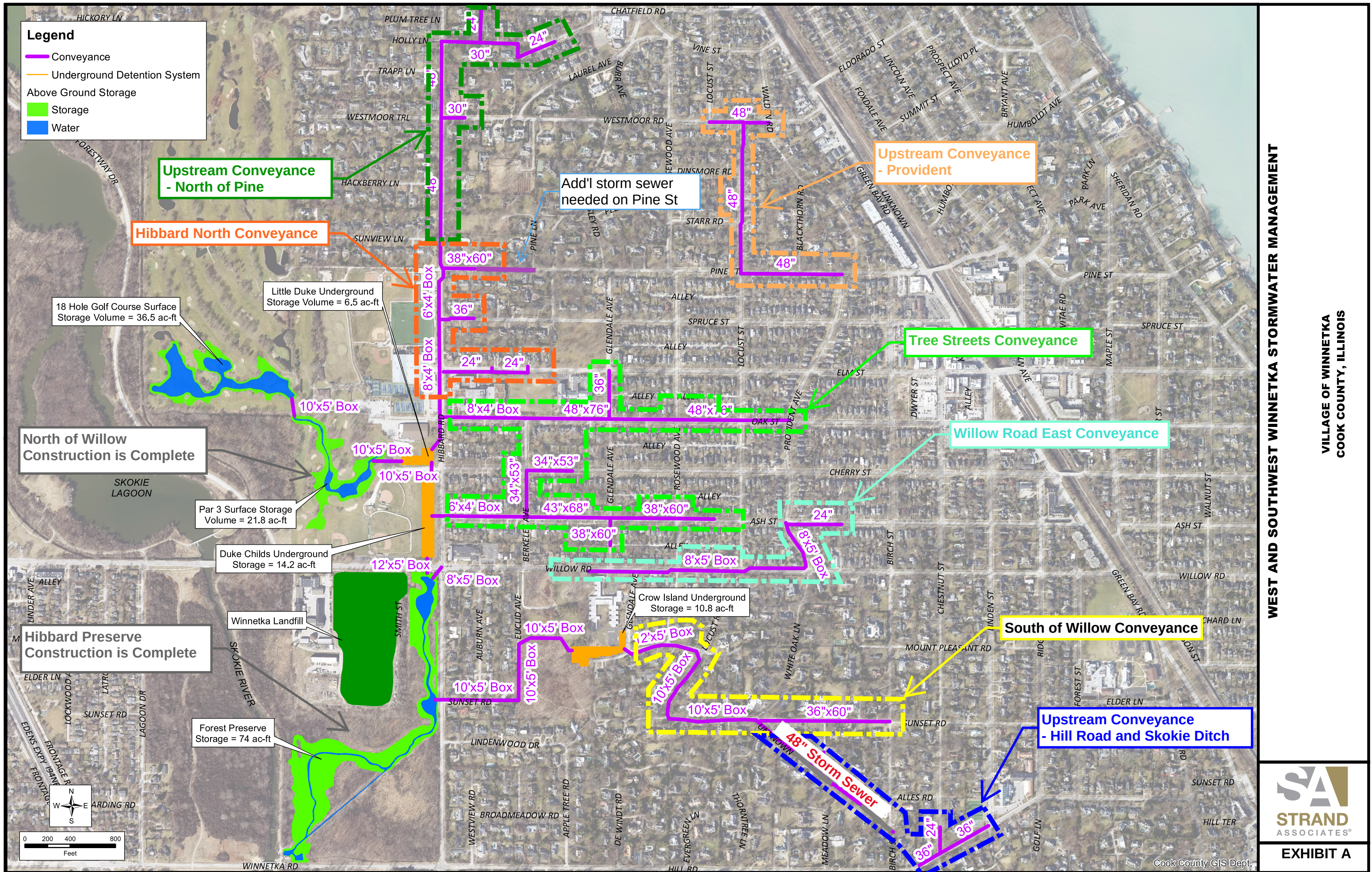


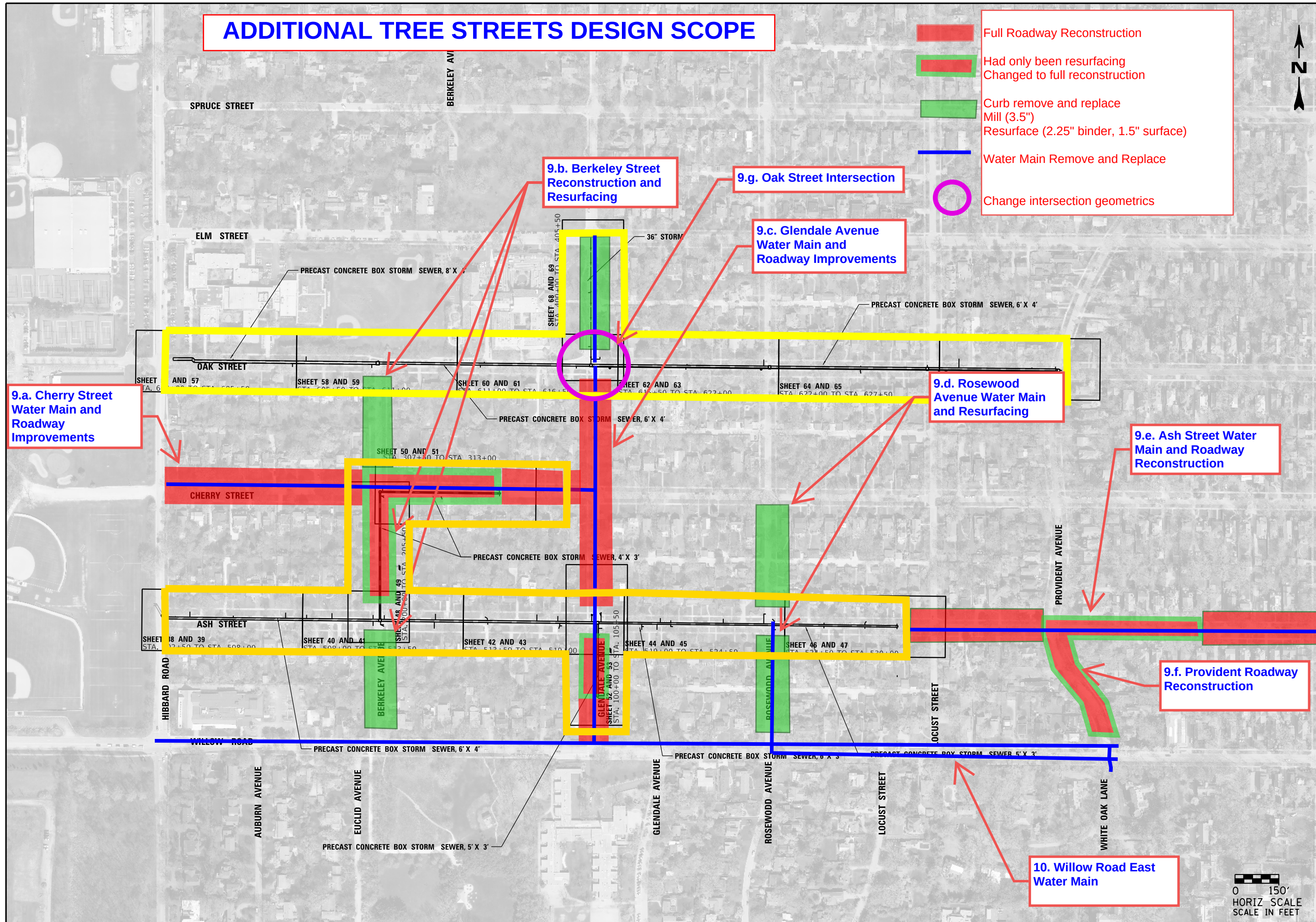
EXHIBIT B

TREE STREETS AND WILLOW ROAD EAST ADDITIONAL DESIGN SCOPE

EXHIBIT C

ADDITIONAL TREE STREETS DESIGN SCOPE

- Full Roadway Reconstruction
- Had only been resurfacing
Changed to full reconstruction
- Curb remove and replace
Mill (3.5")
Resurface (2.25" binder, 1.5" surface)
- Water Main Remove and Replace
- Change intersection geometrics



DATE:	10/4/24
REVISIONS	50% ENGINEERING
NO.	1

INDEX OF DRAWINGS
TREE STREETS
TREE STREETS CONVEYANCE PROJECTS
VILLAGE OF WINNETKA
COOK COUNTY, ILLINOIS

JOB NO.
1619.046
PROJECT MGR.
MRW



SHEET
6

0 150'
HORIZ SCALE
SCALE IN FEET

SOUTH OF WILLOW ADDITIONAL DESIGN SCOPE

EXHIBIT D

SOUTH OF WILLOW AND SKOKIE
DITCH ADDITIONAL DESIGN SCOPE

SOUTH OF WILLOW STORMWATER CONVEYANCE PROJECT	
A	CROW ISLAND UNDERGROUND STORAGE (EXISTING)
B	MT. PLEASANT 12'x5' BOX STORM SEWER (EXISTING)
C	MT. PLEASANT 10'x5' BOX STORM SEWER
D	LOCUST ROAD 10'x5' BOX STORM SEWER
E	SUNSET ROAD 10'x5' BOX STORM SEWER
F	SKOKIE DITCH
G	BIRCH STREET 10'x5' BOX STORM SEWER
H	BIRCH STREET 10'x3' BOX STORM SEWER



DATE	6/2/25
REVISIONS	50% ENGINEERING TO OWNER
NO.	1

SOUTH OF WILLOW
OVERALL PROJECT PLAN
SOUTH OF WILLOW
STORMWATER CONVEYANCE PROJECT
VILLAGE OF WINNETKA
COOK COUNTY, ILLINOIS

JOB NO. 1619.047
PROJECT MGR. MRW
SA STRAND ASSOCIATES®
SHEET 5

Box Storm Sewer

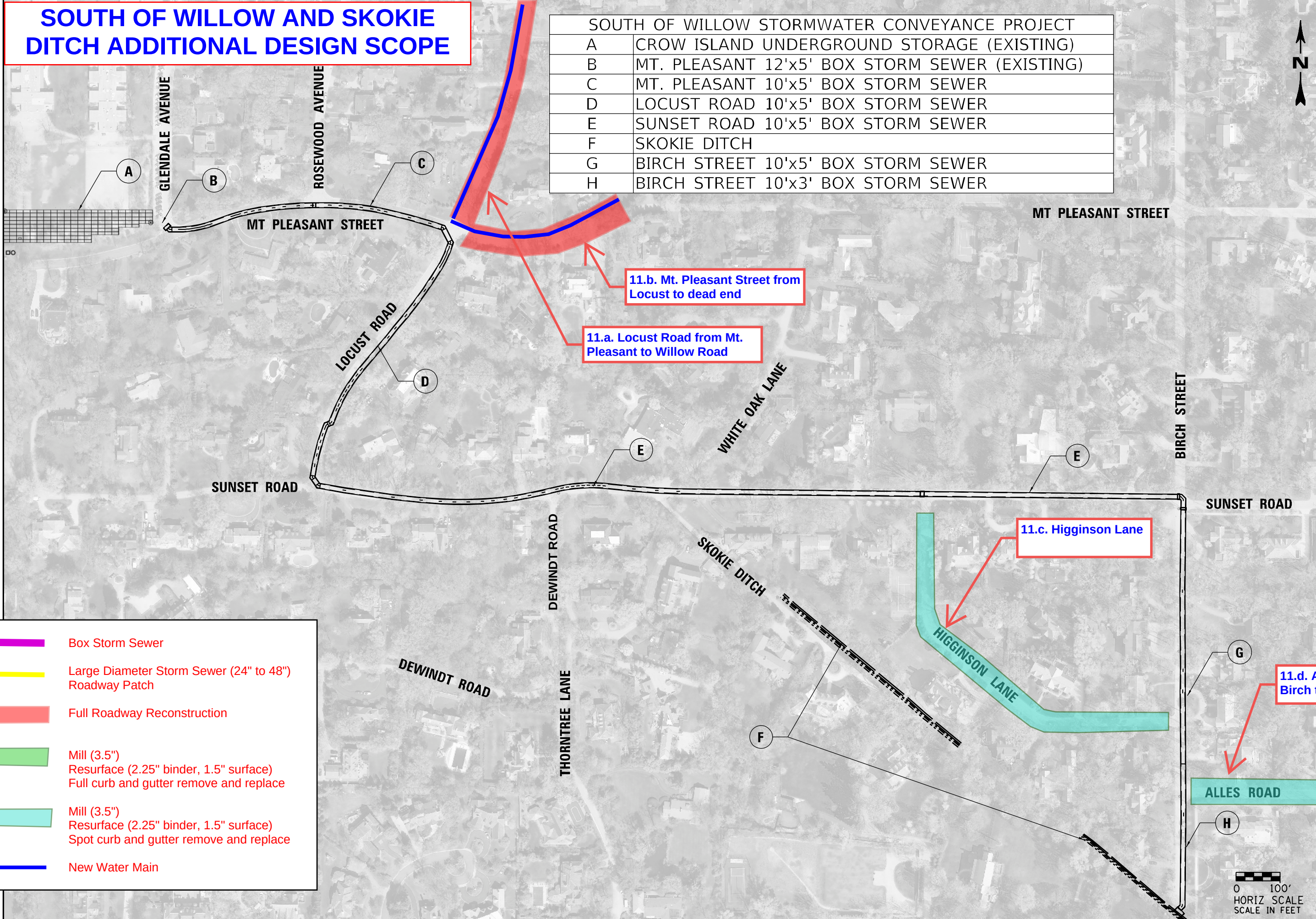
Large Diameter Storm Sewer (24" to 48")
Roadway Patch

Full Roadway Reconstruction

Mill (3.5")
Resurface (2.25" binder, 1.5" surface)
Full curb and gutter remove and replace

Mill (3.5")
Resurface (2.25" binder, 1.5" surface)
Spot curb and gutter remove and replace

New Water Main

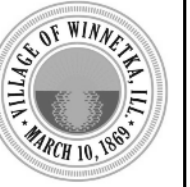
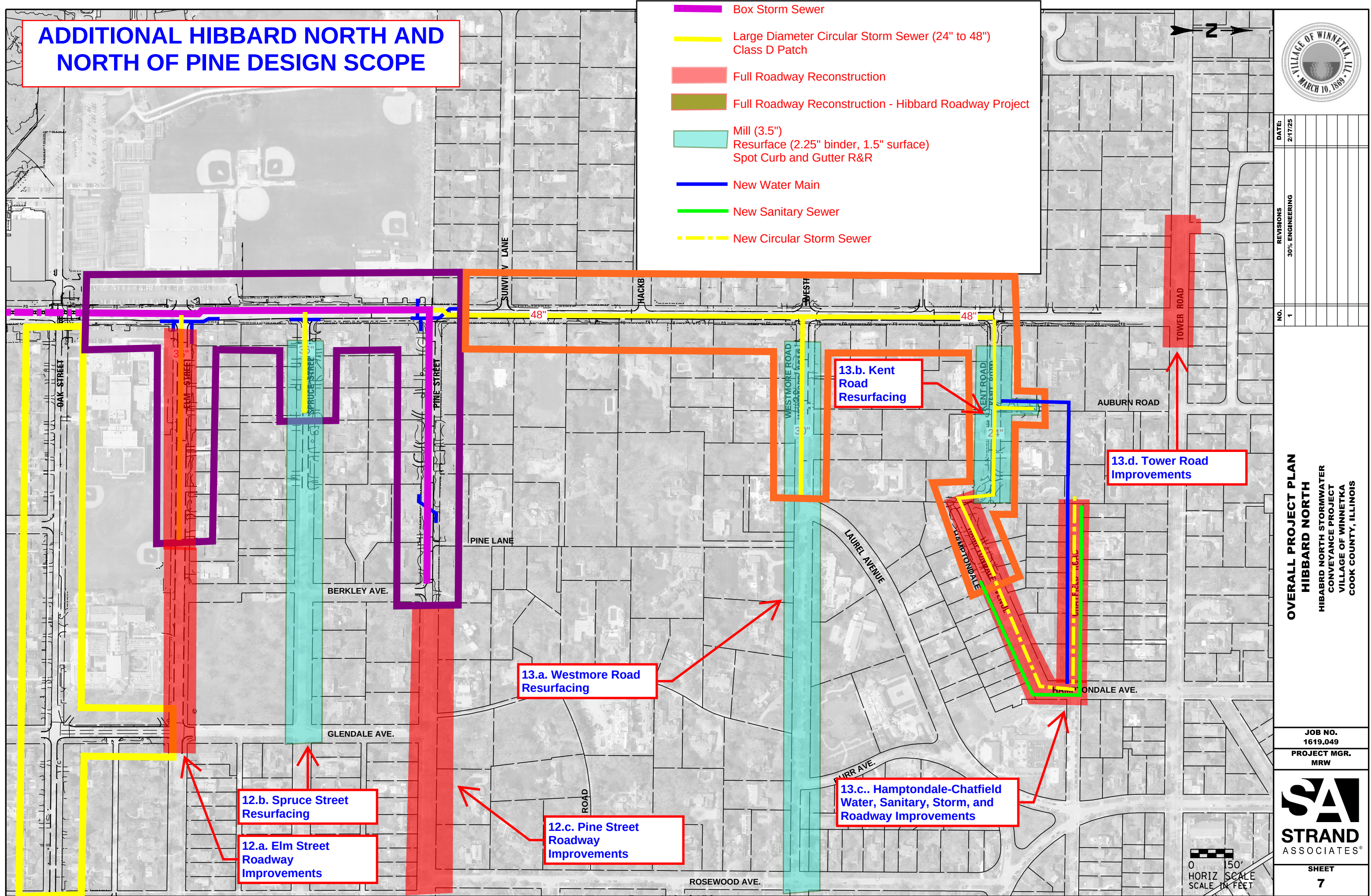


HIBBARD NORTH AND NORTH OF PINE ADDITIONAL DESIGN SCOPE

EXHIBIT E

ADDITIONAL HIBBARD NORTH AND NORTH OF PINE DESIGN SCOPE

- Box Storm Sewer
- Large Diameter Circular Storm Sewer (24" to 48")
Class D Patch
- Full Roadway Reconstruction
- Full Roadway Reconstruction - Hibbard Roadway Project
- Mill (3.5")
Resurface (2.25" binder, 1.5" surface)
Spot Curb and Gutter R&R
- New Water Main
- New Sanitary Sewer
- New Circular Storm Sewer



DATE:	2/17/25
REVISIONS	30% ENGINEERING
NO.	1

OVERALL PROJECT PLAN
HIBBARD NORTH
HIBBARD NORTH STORMWATER
CONVEYANCE PROJECT
VILLAGE OF WINNETKA
COOK COUNTY, ILLINOIS

JOB NO.
1619.049
PROJECT MGR.
MRW



SHEET
7

**AMENDMENT NO. 1 TO THE EXTENSION OF PROFESSIONAL ENGINEERING
SERVICES AGREEMENT DATED JUNE 21, 2022.**

October 28, 2025

Village of Winnetka
1390 Willow Road
Winnetka, IL 60093

Attention: Mr. James Bernahl, P.E., Village Engineer

Re: Amendment No. 1 to the Extension of Professional Engineering Services Agreement
dated June 21, 2022
Phase 3 Crow Island Stormwater Storage and Phase 4 Stormwater Conveyance Facilities Design

This is Amendment No. 1 to the referenced Agreement.

Under **SECTION 2. SCOPE OF SERVICES, B. Commencement; Term**, CHANGE June 30, 2024, to "June 30, 2027."

Under **SECTION 3. COMPENSATION**, CHANGE \$2,920,440 to "\$3,943,730."

Under **EXHIBIT A, SERVICES**,

Project Information, Services Description, ADD the following:

- "9. Tree Streets Water Main and Roadway Modifications at the following locations:
- a. Cherry Street: Replacement of approximately 1,500 feet of water main with new eight-inch water main. Reconstruction of approximately 1,500 feet of roadway from Hibbard Road to Glendale Avenue. This project corridor is approximately 1,500 feet long.
 - b. Berkeley Avenue: Reconstruction of approximately 400 feet of roadway and resurfacing of approximately 800 feet of roadway from Willow Road to Oak Street. This project corridor is approximately 1,200 feet long.
 - c. Glendale Avenue: Replacement of approximately 1,800 feet of water main with new eight-inch water main. Reconstruction of approximately 1,300 feet of roadway and resurfacing of approximately 400 feet of roadway from Willow Road to Elm Street's northern right-of-way. This project corridor is approximately 1,800 feet long.
 - d. Rosewood Avenue: Replacement of approximately 400 feet of water main with new eight-inch water main. Resurfacing of approximately 800 feet of roadway from Willow Road to Cherry Street's northern right-of-way. This project corridor is approximately 800 feet long.
 - e. Ash Street: Replacement of approximately 1,400 feet of water main with new eight-inch water main. Reconstruction of approximately 1,400 feet of roadway from Locust Street to Birch Street. This project corridor is approximately 1,400 feet long.
 - f. Provident Avenue: Reconstruction of approximately 500 feet of roadway from Willow Road to Ash Street. This project corridor is approximately 500 feet long.
 - g. Oak Street: Reconstruction of the roadway intersection at Glendale Avenue.
10. Willow Road East Water Main Modifications: Replacement of approximately 4,300 feet of water main with new ten-inch and 16-inch water main from Hibbard Road to Provident Avenue. This project corridor is approximately 4,300 feet long.

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11. South of Willow Water Main and Roadway Modifications at the following locations:
 - a. Locust Road: Replacement of approximately 780 feet of water main with new eight-inch water main. Reconstruction of approximately 780 feet of roadway from Willow Road to Mt. Pleasant Street. This project corridor is approximately 780 feet long.
 - b. Mt. Pleasant Street: Replacement of approximately 420 feet of water main with new eight-inch water main. Reconstruction of approximately 420 feet of roadway from Locust Road East to 1005 Mt. Pleasant Street. This project corridor is approximately 420 feet long.
 - c. Higginson Lane: Resurfacing of approximately 970 feet of roadway from Sunset Road to Birch Street. This project corridor is approximately 970 feet long.
 - d. Alles Road: Resurfacing of approximately 470 feet of roadway from Birch Street to Chestnut Street. This corridor is approximately 470 feet long.
12. Hibbard North Roadway Modifications at the following locations:
 - a. Elm Street: Reconstruction of approximately 1,600 feet of roadway from Hibbard Road to Glendale Avenue. This project corridor is approximately 1,600 feet long.
 - b. Spruce Street: Resurfacing of approximately 1,560 feet of roadway from Hibbard Road to Glendale Avenue. This project corridor is approximately 1,560 feet long.
 - c. Pine Street: Reconstruction of approximately 1,140 feet of roadway from Berkeley Avenue to Rosewood Avenue. This project corridor is approximately 1,140 feet long.
13. Upstream/North of Pine Water Main, Sanitary Sewer, Storm Sewer, and Roadway Modifications at the following locations:
 - a. Westmore Road: Resurfacing of approximately 2,025 feet of roadway from Hibbard Road to Rosewood Avenue. This project corridor is approximately 2,025 feet long.
 - b. Kent Road: Resurfacing of approximately 600 feet of roadway from Hibbard Road to the cul-de-sac. This project corridor is approximately 600 feet long.
 - c. Hamptondale Avenue and Chatfield Road: Replacement of approximately 1,350 feet of water main with new eight-inch water main, approximately 1,400 feet of new sanitary sewer, and approximately 1,400 feet of new storm sewer. Reconstruction of approximately 1,600 feet of roadway on Hamptondale Chatfield from Gordon Terrace to the respective cul-de-sacs. This project corridor is approximately 1,600 feet long.
 - d. Tower Road: Reconstruction of approximately 510 feet of roadway from Hibbard Road to Forest Glen Drive South. This project corridor is approximately 510 feet long.”

Scope of Services, ADD the following:

“Amendment No. 1 Services

1. Provide Preliminary Engineering, Final Engineering, and Permitting as listed under **Scope of Services** for Services Description Items Nos. 9 through 13 inclusive.
2. Provide Preliminary Engineering, Geotechnical Investigations for Items Nos. 9, 11, 12, and 13 as listed under **Scope of Services** to include up to five soil borings to a depth of ten feet, 14 soil borings to a depth of 20 feet, and 43 pavement cores.
3. Provide Public Engagement and Bidding-Related Assistance as listed under **Scope of Services** for Services Description Items Nos. 9, 11, 12, and 13 as part of Project Information Items Nos. 4, 6, 7, and 8.c respectively.

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4. Provide Public Engagement and Bidding-Related Assistance as listed under **Scope of Services** for Services Description Item No. 10 as part of the Willow Road East Conveyance project.”

Schedule, REPLACE Items Nos. 2 through 4 in their entirety with the following:

- “2. Tree Streets Conveyance and Tree Streets Water Main and Roadway Modifications will be complete by June 30, 2026.
3. South of Willow Conveyance and South of Willow Water Main and Roadway Modifications will be complete by December 31, 2026.
4. Hibbard North Conveyance; Hibbard North Roadway Modifications; Upstream-North of Pine Conveyance; and Upstream/North of Pine Water Main, Sanitary Sewer, Storm Sewer, and Roadway Modifications will be complete by June 30, 2027.”

ADD the following:

- “5. Willow Road East and Willow Road Water Main Modifications will be designed concurrently and bid in the same package as the Village’s Illinois Department of Transportation project for Willow Road Reconstruction and will be complete by June 30, 2026.”

Under **EXHIBIT C, Compensation**, CHANGE both instances of \$2,880,440 to “\$3,894,650,” and ADD the following line items to the table:

Tasks	Lump Sum
<u>“Amendment No. 1 Services</u>	
Tree Streets Water Main and Roadway Modifications	\$ 179,820
Willow Road Water Main Modifications	\$ 109,800
South of Willow Water Main and Roadway Modifications	\$ 186,790
Hibbard North Roadway Modifications	\$ 212,290
Upstream-North of Pine Water Main, Sanitary Sewer, Storm Sewer, and Roadway Modifications	\$ 325,510
Amendment No. 1 Subtotal	<u>\$1,014,210”</u>

IN WITNESS WHEREOF the parties hereto have made and executed this Amendment.

CONSULTANT:

VILLAGE:

STRAND ASSOCIATES, INC.®

VILLAGE OF WINNETKA

Joseph M. Bunker
Corporate Secretary

Date

Kristin Kazenas
Village Manager

Date

Client: Village of Winnetka Project: Tree Streets Water Main and Roadway Modifications and Willow Road East Water Main Modifications													
Task		PRINCIPAL	CLIENT MANAGER	QA/QC	PROJ. MANAGER	PROJ. ENGINEER 1	FIELD TECH 1	OFFICE TECH 1	OP	Hours	Expense Cost	Labor Cost	Line Cost
Survey and Data Collection													
	Project Management (April through December, 9 months)	2.00	16.00						6.00	24.00	\$510.40	\$6,240.73	\$6,751.13
	Topo Survey - In-House (8 days) 8				2.00		88.00			90.00	\$4,752.00	\$10,986.71	\$15,738.71
	Control (2 days) 2						22.00			22.00	\$792.00	\$2,667.90	\$3,459.90
	Pole Downs (3 days) 3						20.00			20.00		\$2,425.36	\$2,425.36
	Survey Download							16.00		16.00	\$281.60	\$3,226.66	\$3,508.26
	JULIE locate and utility inventory				2.00	16.00				18.00	\$140.80	\$2,491.61	\$2,632.41
	Geotechnical Investigations (Subconsultant)												
	- 5 borings to 10' deep with pavement cores	1.00	1.00		2.00	2.00				6.00	\$16,135.20	\$1,266.48	\$17,401.68
	- 4 pavement cores		1.00		2.00	2.00				5.00	\$8,315.20	\$882.03	\$9,197.23
Survey and Data Collection		3.00	18.00	0.00	8.00	20.00	130.00	16.00	6.00	201.00	\$30,927.20	\$30,187.48	\$61,114.68
75% Engineering													
Drawing Set Development													
	Alignment, controls, and benchmarks					16.00				16.00	\$211.20	\$2,176.48	\$2,387.68
	Overall project plan					4.00				4.00	\$52.80	\$544.12	\$596.92
	Hydraulic grade line					4.00				4.00	\$52.80	\$544.12	\$596.92
	Typical sections 4		2.00		2.00	16.00				20.00	\$264.00	\$3,081.29	\$3,345.29
	Existing conditions 13				6.50	65.00				71.50	\$943.80	\$9,866.11	\$10,809.91
	Removal and soil erosion control plan 13				6.50	52.00				58.50	\$772.20	\$8,097.72	\$8,869.92
	Traffic control and signage 3		1.00		3.00	24.00				28.00	\$369.60	\$4,032.25	\$4,401.85
	Roadway plan and profiles 10		4.00		5.00	40.00				49.00	\$646.80	\$7,408.39	\$8,055.19
	Utility plan and profiles 19		8.00		19.00	114.00				141.00	\$1,861.20	\$20,859.87	\$22,721.07
	Structure tables 4				2.00	8.00				10.00	\$132.00	\$1,403.37	\$1,535.37
	Intersection details 1		1.00		4.00	20.00				25.00	\$330.00	\$3,645.70	\$3,975.70
	Restoration plans 13		4.00		13.00	104.00				121.00	\$1,597.20	\$17,374.81	\$18,972.01
	Cross sections 40				20.00	120.00		8.00		148.00	\$1,953.60	\$21,088.19	\$23,041.79
	Earthwork schedules 4				2.00	16.00				18.00	\$237.60	\$2,491.61	\$2,729.21
	General construction details 2					4.00				4.00	\$52.80	\$544.12	\$596.92
	Total sheets 201												
	Plan-in-hand walk through				8.00	8.00				16.00	\$209.00	\$2,348.74	\$2,557.74
	Technical specifications		2.00		2.00	8.00			4.00	16.00	\$168.96	\$2,495.94	\$2,664.90
	OPCC		2.00		12.00	24.00				38.00	\$501.60	\$5,745.16	\$6,246.76
	QC Review		8.00	40.00						48.00	\$506.88	\$10,903.63	\$11,410.51
	75% Engineering Review meeting with Village		4.00		4.00	6.00			2.00	16.00	\$168.96	\$2,877.25	\$3,046.21
Permitting													
	IEPA Water				2.00	8.00			2.00	12.00	\$126.72	\$1,654.81	\$1,781.53
75% Engineering		0.00	36.00	40.00	111.00	661.00	0.00	8.00	8.00	864.00	\$11,159.72	\$129,183.68	\$140,343.40

Task		PRINCIPAL	CLIENT MANAGER	QA/QC	PROJ. MANAGER	PROJ. ENGINEER 1	FIELD TECH 1	OFFICE TECH 1	OP	Hours	Expense Cost	Labor Cost	Line Cost
Final Engineering													
Pre-Final Engineering Drawings, Specifications, and OPCC													
	Drawings		4.00		10.00	304.00				318.00	\$4,197.60	\$44,108.12	\$48,305.72
	Specifications				1.00	4.00			1.50	6.50	\$321.64	\$890.26	\$1,211.90
	OPCC		2.00		6.00	12.00				20.00	\$264.00	\$3,167.43	\$3,431.43
	QC Review		4.00	20.00						24.00	\$253.44	\$5,451.81	\$5,705.25
	Pre-Final review with Village		4.00		4.00	6.00				14.00	\$147.84	\$2,625.81	\$2,773.65
Final Engineering Drawings, Specifications, and OPCC													
	Final Engineering		4.00		9.00	160.00			4.00	177.00	\$1,869.12	\$24,865.13	\$26,734.25
Final Engineering		0.00	18.00	20.00	30.00	486.00	0.00	0.00	5.50	559.50	\$7,053.64	\$81,108.56	\$88,162.20
Total Hours		3.00	72.00	60.00	149.00	1167.00	130.00	24.00	19.50	1624.50	\$49,140.56	\$240,479.72	\$289,620.28
% of Total Hours		0.2%	4.4%	3.7%	9.2%	71.8%	8.0%	1.5%	1.2%				
Billing Rate		\$384.45	\$294.84	\$213.62	\$157.56	\$136.03	\$121.27	\$201.67	\$125.72				
Cost		\$1,153.36	\$21,228.73	\$12,817.32	\$23,476.89	\$158,747.01	\$15,764.84	\$4,839.98	\$2,451.56				
Total Labor Cost		\$240,479.72											
Total Expense Cost		\$49,140.56											
Total		\$289,620.28											

Client: Village of Winnetka Project: South of Willow Water Main and Roadway Modifications													
Task		PRINCIPAL	CLIENT MANAGER	QA/QC	PROJ. MANAGER	PROJ. ENGINEER 1	FIELD TECH 1	OFFICE TECH 1	OP	Hours	Expense Cost	Labor Cost	Line Cost
Preliminary Data Collection													
	Project Management (assumes 6 months) 6	2.00	14.00						7.00	23.00	\$404.80	\$6,084.25	\$6,489.05
	Project team coordination		4.00	2.00	2.00	2.00		2.00		12.00	\$126.72	\$2,757.75	\$2,884.47
	Topo Survey (Claasen-White Estimate)	2.00	2.00		4.00					8.00	\$31,149.15	\$2,073.45	\$33,222.60
	Pickup Survey (Strand) 1					12.00	12.00			24.00	\$583.00	\$3,297.66	\$3,880.66
	Survey - ORD management							16.00		16.00	\$281.60	\$3,420.26	\$3,701.86
	JULIE locate and utility inventory				2.00	8.00				10.00	\$140.80	\$1,500.11	\$1,640.91
	Geotechnical Investigations (subconsultant)												
	- 4 borings to 20' deep with pavement cores	1.00	1.00		2.00	2.00				6.00	\$15,376.20	\$1,327.70	\$16,703.90
	- 9 pavement cores		1.00		2.00	2.00				5.00	\$22,224.45	\$939.74	\$23,164.19
Preliminary Data Collection		5.00	22.00	2.00	12.00	26.00	12.00	18.00	7.00	104.00	\$70,286.72	\$21,400.92	\$91,687.64
Preliminary Design													
	30 percent complete drawings												
	Alignment, controls, and benchmarks 3			0.75		4.00				4.75	\$62.70	\$751.77	\$814.47
	Overall project plan 2			0.50		4.00				4.50	\$59.40	\$695.16	\$754.56
	Typical sections 4		1.00	2.00	2.00	8.00				13.00	\$171.60	\$2,265.52	\$2,437.12
	Existing conditions 4			1.00	2.00	8.00		4.00		15.00	\$198.00	\$2,581.62	\$2,779.62
	Roadway plan and profiles 6		2.00	3.00	6.00	24.00				35.00	\$462.00	\$5,804.72	\$6,266.72
	Utility plan and profiles 3		2.00	3.00	3.00	12.00				20.00	\$264.00	\$3,554.55	\$3,818.55
	total sheets 17												
	Plan-in-hand walk through		1.00		8.00	8.00				17.00	\$451.00	\$2,821.34	\$3,272.34
	30% Engineering Review meeting with Village		4.00		4.00	6.00			2.00	16.00	\$294.36	\$3,062.04	\$3,356.40
	2 additional meeting - virtual		4.00		4.00	4.00				12.00	\$126.72	\$2,504.54	\$2,631.26
Preliminary Design		0.00	14.00	10.25	29.00	78.00	0.00	4.00	2.00	137.25	\$2,089.78	\$24,041.26	\$26,131.04
Final Engineering													
	75 percent complete drawings												
	Common drawings (title, notes, ATB, TS, EC) 13				6.50	13.00				19.50	\$257.40	\$2,984.06	\$3,241.46
	Removal and soil erosion control plan 4			1.00	2.00	8.00				11.00	\$145.20	\$1,726.55	\$1,871.75
	Traffic control and signage 3		1.00	0.75	3.00	12.00				16.75	\$221.10	\$2,732.53	\$2,953.63
	Roadway plan and profiles 6		2.00	3.00	6.00	18.00				29.00	\$382.80	\$4,931.81	\$5,314.61
	Utility plan and profiles 3		2.00	1.50	3.00	18.00				24.50	\$323.40	\$4,087.81	\$4,411.21
	Structure tables 1			0.50	0.50	2.00				3.00	\$39.60	\$488.25	\$527.85
	Restoration plans 4		1.00	1.00	4.00	8.00				14.00	\$184.80	\$2,375.32	\$2,560.12
	Cross sections 24		4.00	4.00	10.00	40.00		12.00		70.00	\$924.00	\$12,221.65	\$13,145.65
	Earthwork schedules 1			0.25	0.50	4.00				4.75	\$62.70	\$722.61	\$785.31
	General construction details 2					2.00				2.00	\$26.40	\$290.97	\$317.37
	Total sheets 71												
	Plan-in-hand walk through		1.00		8.00	8.00				17.00	\$209.00	\$2,821.34	\$3,030.34
	Joint JULIE locate meeting and utility inventory				4.00	8.00				12.00	\$349.80	\$1,836.34	\$2,186.14
	Technical specifications		2.00	1.00	2.00	8.00			6.00	19.00	\$200.64	\$3,151.21	\$3,351.85
	OPCC		2.00	1.00	2.00	8.00				13.00	\$171.60	\$2,351.62	\$2,523.22
	75% Engineering Review meeting with Village		4.00		4.00	6.00			2.00	16.00	\$168.96	\$3,062.04	\$3,231.00
Permitting													
	IEPA Water				2.00	8.00			1.00	11.00	\$116.16	\$1,633.38	\$1,749.54

Final Engineering		0.00	19.00	14.00	57.50	171.00	0.00	12.00	9.00	282.50	\$3,783.56	\$47,417.49	\$51,201.05
Final Engineering and Bidding													
Pre-Final	Engineering Drawings, Specifications, and OPCC												
	Drawings		2.00	3.00	8.00	16.00				29.00	\$382.80	\$4,977.07	\$5,359.87
	Specifications	2.00	2.00	1.00	2.00	8.00			2.00	17.00	\$179.52	\$3,394.07	\$3,573.59
	OPCC		1.00	1.00	1.00	8.00				11.00	\$145.20	\$1,870.97	\$2,016.17
	Pre-Final review with Village		4.00		4.00	6.00				14.00	\$147.84	\$2,795.51	\$2,943.35
	Final Engineering Drawings, Specifications, and OPCC												
	Final Engineering		2.00		8.00	8.00			4.00	22.00	\$210.32	\$3,666.93	\$3,877.25
Final Engineering and Bidding		2.00	11.00	5.00	23.00	46.00	0.00	0.00	6.00	93.00	\$1,065.68	\$16,704.55	\$17,770.23
	Total Hours	7.00	66.00	31.25	121.50	321.00	12.00	34.00	24.00	616.75	\$77,225.74	\$109,564.22	\$186,789.96
	% of Total Hours	1.1%	10.7%	5.1%	19.7%	52.0%	1.9%	5.5%	3.9%				
	Billing Rate	\$387.96	\$312.53	\$226.44	\$168.12	\$145.49	\$129.32	\$213.77	\$133.26				
	Cost	\$2,715.72	\$20,627.25	\$7,076.23	\$20,426.09	\$46,700.69	\$1,551.84	\$7,268.04	\$3,198.34				
	Total Labor Cost	\$109,564.22											
	Total Expense Cost	\$77,225.74											
	Total	\$186,789.96											

Client: Village of Winnetka Project: Hibbard North Roadway Modifications and North of Pine Water Main, Sanitary Sewer, Storm Sewer, and Roadway Modifications													
Task		PRINCIPAL	CLIENT MANAGER	QA/QC	PROJ. MANAGER	PROJ. ENGINEER 1	FIELD TECH 1	OFFICE TECH 1	OP	Hours	Expense Cost	Labor Cost	Line Cost
Preliminary Data Collection													
	Project Management (assumes 9 months) 9	4.00	17.00						8.50	29.50	\$519.20	\$7,997.67	\$8,516.87
	Project team coordination		4.00	2.00	2.00	2.00		2.00		12.00	\$126.72	\$2,757.75	\$2,884.47
	Topo Survey (Claasen-White Estimate)	2.00	2.00		8.00					12.00	\$115,261.30	\$2,745.92	\$118,007.22
	Pickup Survey (Strand)					24.00	24.00			48.00	\$374.00	\$6,595.32	\$6,969.32
	Survey - ORD management							76.00		76.00	\$1,337.60	\$16,246.21	\$17,583.81
	JULIE locate and utility inventory				2.00	16.00				18.00	\$140.80	\$2,663.99	\$2,804.79
	Geotechnical Investigations (subconsultant)												
	- 10 borings to 20' deep with pavement cores	1.00	1.00		2.00	2.00				6.00	\$38,385.40	\$1,327.70	\$39,713.10
	- 30 pavement cores		1.00		2.00	2.00				5.00	\$73,997.45	\$939.74	\$74,937.19
Preliminary Data Collection		7.00	25.00	2.00	16.00	46.00	24.00	78.00	8.50	206.50	\$230,142.47	\$41,274.30	\$271,416.77
Preliminary Design													
	30 percent complete drawings												
	Alignment, controls, and benchmarks 6			1.50		16.00				17.50	\$231.00	\$2,667.42	\$2,898.42
	Overall project plan 2			0.50		8.00				8.50	\$112.20	\$1,277.10	\$1,389.30
	Typical sections 7		2.00	3.50	3.50	21.00				30.00	\$396.00	\$5,061.20	\$5,457.20
	Existing conditions 13			3.25	6.50	52.00		13.00		74.75	\$986.70	\$12,172.86	\$13,159.56
	Roadway plan and profiles 19		9.50	9.50	19.00	76.00				114.00	\$1,504.80	\$19,371.31	\$20,876.11
	Utility plan and profiles 6		8.00	6.00	6.00	24.00				44.00	\$580.80	\$8,359.24	\$8,940.04
	total sheets 45												
	Hydraulic XP-SWMM modeling for new storm sewer		2.00		16.00					18.00	\$217.80	\$3,314.92	\$3,532.72
	Local storm sewer modeling		4.00	4.00	4.00	24.00				36.00	\$33.00	\$6,320.00	\$6,353.00
	Plan-in-hand walk through		8.00		8.00	8.00				24.00	\$33.00	\$5,009.08	\$5,042.08
	30% Engineering Review meeting with Village		4.00		4.00	6.00			2.00	16.00	\$294.36	\$3,062.04	\$3,356.40
	2 additional meeting - virtual		4.00		4.00	4.00				12.00	\$126.72	\$2,504.54	\$2,631.26
Preliminary Design		0.00	41.50	28.25	71.00	239.00	0.00	13.00	2.00	394.75	\$4,516.38	\$69,119.71	\$73,636.09
Final Engineering													
	75 percent complete drawings												
	Common drawings (title, notes, ATB, TS, EC) 28				14.00	28.00				42.00	\$554.40	\$6,427.20	\$6,981.60
	Removal and soil erosion control plan 13			3.25	6.50	52.00				61.75	\$815.10	\$9,393.90	\$10,209.00
	Traffic control and signage 6		1.00	1.50	6.00	48.00				56.50	\$745.80	\$8,644.17	\$9,389.97
	Roadway plan and profiles 19		9.50	9.50	19.00	76.00				114.00	\$1,504.80	\$19,371.31	\$20,876.11
	Utility plan and profiles 6		8.00	3.00	6.00	36.00				53.00	\$699.60	\$9,425.75	\$10,125.35
	Structure tables 4			2.00	2.00	8.00				12.00	\$158.40	\$1,952.99	\$2,111.39
	Restoration plans 13		4.00	3.25	13.00	52.00				72.25	\$953.70	\$11,736.79	\$12,690.49
	Cross sections 76		19.00	11.00	32.00	152.00		38.00		252.00	\$3,326.40	\$44,045.52	\$47,371.92
	Earthwork schedules 4			1.00	2.00	16.00				19.00	\$250.80	\$2,890.43	\$3,141.23
	General construction details 2					4.00				4.00	\$52.80	\$581.94	\$634.74
	Total sheets 193												
	Plan-in-hand walk through		8.00		8.00	8.00				24.00	\$217.80	\$5,009.08	\$5,226.88
	Joint JULIE locate meeting and utility inventory		1.00		4.00	16.00				21.00	\$358.60	\$3,312.76	\$3,671.36
	Technical specifications	2.00	2.00	2.00	2.00	8.00			6.00	22.00	\$232.32	\$4,153.56	\$4,385.88
	OPCC		2.00	2.00	16.00	32.00				52.00	\$686.40	\$8,423.32	\$9,109.72

	75% Engineering Review meeting with Village		4.00		4.00	6.00			2.00	16.00	\$168.96	\$3,062.04	\$3,231.00
	Permitting												
	IEPA Water				2.00	8.00			1.00	11.00	\$116.16	\$1,633.38	\$1,749.54
	MWRDGC				2.00	16.00			2.00	20.00	\$211.20	\$2,930.52	\$3,141.72
	IEPA Wastewater				2.00	4.00			1.00	7.00	\$73.92	\$1,051.44	\$1,125.36
	Final Engineering	2.00	58.50	38.50	140.50	570.00	0.00	38.00	12.00	859.50	\$11,127.16	\$144,046.10	\$155,173.26
	Final Engineering and Bidding												
	Pre-Final Engineering Drawings, Specifications, and OPCC												
	Drawings		4.00	8.00	20.00	60.00				92.00	\$1,214.40	\$15,153.07	\$16,367.47
	Specifications	2.00	2.00	1.00	2.00	8.00			2.00	17.00	\$179.52	\$3,394.07	\$3,573.59
	OPCC		2.00	1.00	8.00	24.00				35.00	\$462.00	\$5,688.08	\$6,150.08
	Pre-Final review with Village		4.00		4.00	6.00				14.00	\$147.84	\$2,795.51	\$2,943.35
	Final Engineering Drawings, Specifications, and OPCC												
	Final Engineering		4.00		16.00	24.00			4.00	48.00	\$576.18	\$7,964.69	\$8,540.87
	Final Engineering and Bidding	2.00	16.00	10.00	50.00	122.00	0.00	0.00	6.00	206.00	\$2,579.94	\$34,995.42	\$37,575.36
	Total Hours	11.00	141.00	78.75	277.50	977.00	24.00	129.00	28.50	1666.75	\$248,365.95	\$289,435.53	\$537,801.48
	% of Total Hours	0.7%	8.5%	4.7%	16.6%	58.6%	1.4%	7.7%	1.7%				
	Billing Rate	\$387.96	\$312.53	\$226.44	\$168.12	\$145.49	\$129.32	\$213.77	\$133.26				
	Cost	\$4,267.56	\$44,067.31	\$17,832.10	\$46,652.19	\$142,138.85	\$3,103.68	\$27,575.81	\$3,798.03				
	Total Labor Cost	\$289,435.53											
	Total Expense Cost	\$248,365.95											
	Total	\$537,801.48											