

Winnetka Village Council
REGULAR MEETING
Village Hall
510 Green Bay Road
September 3, 2019
7:00 p.m.

Emails regarding any agenda item are welcomed. Please email contactcouncil@winnetka.org, and your email will be relayed to the Council members. Emails for the Tuesday Council meeting must be received by Monday at 4 p.m. Any email may be subject to disclosure under the Freedom of Information Act.

AGENDA

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Quorum
 - a) September 10, 2019 Study Session
 - b) September 17, 2019 Regular Meeting
 - c) October 1, 2019 Regular Meeting
- 4) Public Comment
- 5) Reports
- 6) Approval of Agenda
- 7) Consent Agenda
 - a) Approval of Village Council Minutes
 - i) August 20, 2019 Regular Meeting.....3
 - b) Approval of Warrant List dated August 16 – 29, 2019.....5
 - c) Resolution No. R-72-2019: Amended GIS Consortium Member Agreement (Adoption)....6
 - d) Village Green Flag Request.....24
- 8) Ordinances and Resolutions
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 - b) Ordinance No. M-12-2019: Repealing Ordinance No. M-21-2018 (Introduction/Adoption).....31
 - c) Ordinance No. M-14-2019: 901-905 Green Bay Road - Jeannie Balsam Interiors - Special Use Permit (Introduction/Adoption)38
 - d) Resolution No. R-70-2019: Authorizing Agreement with CivicPlus for Website Redesign (Adoption).....115
 - e) Ordinance No. M-8-2019: 949 Fisher Lane - Landmark Designation (Introduction)179

f) Ordinance No. M-9-2019: 779 Bryant Avenue - Landmark Designation (Introduction).....	267
g) Ordinance No. M-13-2019: 1094 Fisher Crescent Lane Landmark Designation (Introduction)	300
9) Old Business: None.	
10) New Business: None.	
11) Appointments	
12) Closed Session	
13) Adjournment	

NOTICE

All agenda materials are available at [villageofwinnetka.org](http://www.villageofwinnetka.org) (Government > Council Information > Agenda Packets & Minutes); the Reference Desk at the Winnetka Library; or in the Manager's Office at Village Hall (2nd floor). Webcasts of the meeting may be viewed on the Internet via a link on the Village's web site: <http://www.villageofwinnetka.org/government/village-videos/>.

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 – Megan Pierce, at 510 Green Bay Road, Winnetka, Illinois 60093, 847-716-3543; T.D.D. 847-501-6041.

**MINUTES
WINNETKA VILLAGE COUNCIL
REGULAR MEETING
August 20, 2019**

(Approved: xx)

A record of a legally convened regular meeting of the Council of the Village of Winnetka, which was held in the Village Hall Council Chambers on Tuesday, August 20, 2019, at 7:00 p.m.

- 1) Call to Order. President Rintz called the meeting to order at 7:03 p.m. Present: Trustees Jack Coladarci, Robert Dearborn, Penfield Lanphier, and John Swierk. Absent: Trustees Andy Cripe and Anne Wedner. Also present: Village Manager Robert Bahan, Assistant Village Manager Megan Pierce, Village Attorney Benjamin Schuster, and two persons in the audience.
- 2) Pledge of Allegiance. Swierk led the group in the Pledge of Allegiance.
- 3) Quorum.
 - a) September 3, 2019 Regular Meeting. All of the Council members present said they expect to attend.
 - b) September 10, 2019 Study Session. All of the Council members present except Trustee Swierk said they expect to attend.
 - c) September 17, 2019 Regular Meeting. All of the Council members present except possibly President Rintz said they expect to attend.
- 4) Public Comment. None.
- 5) Reports: None.
 - a) Attorney. None.
 - b) Manager. None.
 - c) Village President. None.
- 6) Approval of the Agenda. Trustee Dearborn, seconded by Trustee Swierk, moved to approve the Agenda. By voice vote, the motion carried.
- 7) Consent Agenda
 - a) Village Council Minutes.
 - i) August 6, 2019 Regular Meeting.
 - b) Approval of Warrant List dated August 2-15, 2019 in the amount of \$549,037.18.
 - c) Ordinance No. MC-7-2019: Amending Village Flood Plain Regulations (Adoption).
 - d) Ordinance No. M-10-2019: 315 Fairview Avenue Public Alley Vacation (Adoption).
 - e) Ordinance No. M-11-2019: 12 Indian Hill Road Annexation and Map Amendment (Adoption).
 - f) Resolution No. R-71-2019: District 36 Reciprocal Reporting Agreement (Adoption).

g) Reject Bids: Police Department Partial Remodel Phase 2.

Trustee Lanphier, seconded by Trustee Dearborn, moved to approve the foregoing items on the Consent Agenda by omnibus vote. By roll call vote, the motion carried. Ayes: Trustees Coladarci, Dearborn, Lanphier, and Swierk. Nays: None. Absent: Trustees Cripe and Wedner.

8) Ordinances and Resolutions: None.

9) Old Business: None.

10) New Business: None.

11) Appointments: None.

12) Closed Session. None.

13) Adjournment. Trustee Dearborn, seconded by Trustee Lanphier, moved to adjourn the meeting. By voice vote, the motion carried. The meeting adjourned at 7:07 p.m.

Recording Secretary



Agenda Item Executive Summary

Title: Approval of Warrant List Dated August 16-29, 2019

Presenter: Robert M. Bahan, Village Manager

Agenda Date: 09/03/2019

Consent: ☒ YES ☐ NO

☐ Ordinance
☐ Resolution
☐ Bid Authorization/Award
☐ Policy Direction
☒ Informational Only

Item History:

None.

Executive Summary:

The Warrant List dated August 16-29, 2019 was emailed to each Village Council member.

Recommendation:

Consider approving the Warrant List dated August 16-29, 2019.

Attachments:

None.



Agenda Item Executive Summary

Title: Resolution No. R-72-2019: Amended GIS Consortium Member Agreement (Adoption)

Presenter: Steven M. Saunders, Director of Public Works/Village Engineer

Agenda Date: 09/03/2019

Consent: ☒ YES ☐ NO

☐ Ordinance
☒ Resolution
☐ Bid Authorization/Award
☐ Policy Direction
☐ Informational Only

Item History:

On April 1, 2003, the Village entered an agreement with the GIS Consortium (GISC), a public entity currently consisting of 35 local government organizations that work collectively to achieve the full benefits of Geographic Information Systems (GIS) technology. The mission of this organization is to reduce the cost and risk of individual member programs by creating economies-of-scale through the collective bargaining power of the Consortium.

Executive Summary:

The GISC has been in existence since 1999 and has grown in that time from the original four members to the current 35 members. Recently, as a result of that growth, the GISC Board of Directors evaluated GISC's membership agreement to ensure consistency with its operating by-laws and that it functions adequately for the larger size of the organization. During this review, minor changes were made to strengthen and clarify member termination procedures and to more clearly define how re-application for previous members will be managed.

The GISC Board has required all existing members to adopt the resulting updated agreement. Resolution No. R-72-2019 both approves and authorizes the Village to execute the amended membership agreement.

Recommendation:

Consider adoption of Resolution No. R-72-2019, approving the amended GIS Consortium Membership Agreement.

Attachments:

Resolution No. R-72-2019

RESOLUTION NO. R-72-2019

**A RESOLUTION APPROVING THE AMENDED GIS CONSORTIUM
MEMBERSHIP AGREEMENT**

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, authorize and encourage intergovernmental cooperation; and

WHEREAS, the Village is a member of the GIS Consortium ("**GISC**"), an approximately 35-member organization comprised of municipalities in northeastern Illinois, which GISC shares the cost of establishing a regional Geographic Information Systems program; and

WHEREAS, the responsibilities of the members of the GISC are set forth in the GISC Membership Agreement; and

WHEREAS, the members of the GISC desire to amend the existing Membership Agreement to make the operations of the GISC more efficient, more clearly define the process of how membership in the GISC may be terminated, and for consistency with current GISC practices and the GISC by-laws ("**Amended Agreement**"); and

WHEREAS, the Amended Agreement must be approved by each of the members of the GISC in order to take effect; and

WHEREAS, the Village Council has determined that it is in the best interests of the Village and its residents to approve the Amended Agreement;

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 AMENDED AGREEMENT. The Village Council hereby approves the Amended Agreement in substantially the form attached to this Resolution as **Exhibit A** and in a final form approved by the Village Manager.

SECTION 3: AUTHORIZATION TO EXECUTE AMENDED 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 Amended Agreement.

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]

September 3, 2019

R-72-2019

ADOPTED this 3rd day of September, 2019, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk

EXHIBIT A
AMENDED AGREEMENT

MEMBERSHIP AGREEMENT FOR A GEOGRAPHIC
INFORMATION SYSTEM CONSORTIUM

This Agreement is entered into this ____ day of _____, 20____, by and between the municipalities that have executed this Agreement pursuant to its terms (all municipalities are collectively referred to as “Parties”).

W I T N E S S E T H:

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and Section 3 of the Illinois Intergovernmental Cooperation Act authorize and encourage the entering into of Intergovernmental Agreements between units of local government;

WHEREAS, the Parties desire to enter into an Intergovernmental Agreement setting forth the responsibilities of the Parties with regard to the operation of a consortium to develop and share geographic information system information;

WHEREAS, the Parties desire to limit the cost of developing geographic information systems for their communities by participating in group training, joint purchasing and development and innovation sharing;

NOW, THEREFORE, in consideration of the mutual covenants of this Agreement and other good and valuable consideration, the Parties agree as follows:

I. General Purpose

The general purpose of this Agreement is to provide for an organization through which the Parties may jointly and cooperatively procure professional services for the establishment,

operation and maintenance of a geographic information system for the use and benefit of the Parties.

II. Construction and Definitions

Section 1. The language in the text of this Agreement shall be interpreted in accordance with the following rules of construction:

- (a) The singular number includes the plural number and the plural the singular,
- (b) The word “shall” is mandatory; the word “may” is permissive; and
- (c) The masculine gender includes the feminine and neuter

Section 2. When the following words and phrases are used, they shall, for the purposes of this Agreement, have the meanings respectively ascribed to them in this Section, except when the context otherwise indicates.

- (a) “GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM” or “GISC” means the organization created pursuant to this Agreement.
- (b) “GIS,” means geographic information system.
- (c) “BOARD” means the Board of Directors of GISC, consisting of one (1) Director (and one (1) alternate Director) from each governmental unit, which is a member of GISC.
- (d) “CORPORATE AUTHORITIES” means the governing body of the member governmental unit.
- (e) “MEMBER” means a Governmental Unit, which enters into this Agreement and is, at any specific time not in default as set forth in this Agreement.
- (f) “FORMER MEMBER” means any entity, which was once a Member, but has either withdrawn from GISC or whose membership was terminated pursuant to this Agreement.
- (g) “UNIT OF LOCAL GOVERNMENT” or “GOVERNMENTAL UNIT” means and includes any political subdivision of the State of Illinois or any department or agency of the state government or any city, village or any taxing body.
- (h) “SOFTWARE” means computer programs, form designs, user manuals, data specifications and associated documentation.

- (i) “SERVICE PROVIDER” means any professional services firm(s) that GISC designates as the firm(s) to establish, operate, maintain or support geographic information systems, for the Members.
- (j) “SECONDARY SERVICE PROVIDER” means a Service Provider not limited to a supplier of software, hardware, mapping or other services.
- (k) “INTELLECTUAL PROPERTY” means any and all software, data or maps generated by or for GISC. Such intellectual property shall be considered privileged and confidential trade secrets and shall constitute valuable formulae, design and research data or which Members have given substantial consideration.

III. Membership

Section 1. Any Governmental Unit may be eligible to become a member of GISC.

Section 2. A Governmental Unit desiring to be a member shall execute a counterpart of this Agreement and shall pay initial membership dues of a minimum of Four Thousand Dollars (\$4,000) and a maximum of Twenty Thousand Dollars (\$20,000) to be pro-rated in accordance with the formula contained in Exhibit A. Payment shall be made to the Secretary-Treasurer, or equivalent, of GISC to offset the cost of the legal and administrative expenses of the formation, operation and administration of GISC.

Section 3. Members shall enter into a GIS service contract, with the Service Provider substantially conforming with the agreement attached in Exhibit B or as modified by the GISC Board, within one (1) year of signing this Agreement. Members are expected to enter into any agreements with Secondary Service Providers deemed necessary for the functioning of GISC within a reasonable time as determined by the Board of Directors. Members shall be subject to the provisions of this Agreement, including but not limited to Article XIV.

Section 4. Any Governmental Unit desiring to enter into this Agreement may do so by the duly authorized execution of a counterpart of this Agreement by its proper officers. Thereupon, the clerk or other corresponding officer of the Governmental Unit shall file a duly executed copy of the Agreement, together with a certified copy of the authorizing resolution or other action, with the GISC President. The resolution authorizing the execution of the Agreement shall also designate the first Director and alternate for the Member.

Section 5. The Charter Members shall be the Members consisting of Glencoe, Highland Park, Lincolnshire and Park Ridge.

Section 6. Any Member joining GISC agrees, upon joining, that if it is to become a Former Member, it will be bound by all of the obligations of a Former Member as set forth in this Agreement.

Section 7. Former members will require a favorable vote of two-thirds (2/3) majority of the Board of Directors in order to rejoin the GISC.

IV. Board of Directors

Section 1. The governing body of GISC shall be its Board of Directors. Each Member shall be entitled to one (1) Director, who shall have one (1) vote.

Section 2. Each Member shall also be entitled to one Alternate Director who shall be entitled to attend meetings of the Board and who may vote in the absence of the Member's Director.

Section 3. The Corporate Authorities of each Member shall appoint Directors and Alternate Directors. In order for GISC to develop data processing and management information systems of maximum value to Member Governmental Units, the Members shall appoint, as their Director and Alternate, a chief administrative officer, a department head and employees with significant management responsibility and experience. Directors and Alternates shall serve without compensation from GISC.

Section 4. A vacancy shall immediately occur in the office of any Director upon his resignation, death, removal by the Corporate Authorities of the Member, or ceasing to be an employee of the Member.

V. Powers and Duties of the Board

Section 1. The powers and duties of the Board shall include the powers set forth in this Article.

Section 2. It shall take such action, as it deems necessary and appropriate to accomplish the general purposes of the organization in negotiating with a Service Provider to determine

annual rates and usage levels for the members and other ancillary powers to administer GISC.

Section 3. It may establish and collect membership dues.

Section 4. It may establish and collect charges for its services to Members and to others.

Section 5. It may exercise any other power necessary and incidental to the implementation of its powers and duties.

VI. Officers

Section 1. The officers of the Executive Board and their powers and duties are defined in the By-Laws.

VII. Financial Matters

Section 1. The fiscal year of GISC shall be the calendar year.

Section 2. An annual budget for the next fiscal year shall be adopted by the Board at the annual meeting by December 31st of each year. Copies shall be provided to the chief administrative officer of each Member.

Section 3. The Board shall have authority to adjust cost sharing charges for all Members in an amount sufficient to provide the funds required by the budgets of GISC.

Section 4. Billings for all charges shall be made by the Board and shall be due when rendered. Any Member whose charges have not been paid within 90 days after billing shall be in default and shall not be entitled to further voting privileges or to have its director hold any office on the Board and shall not use any GISC facilities or programs until such time as such Member is no longer in default. Members in default shall be subject to the provisions within this Agreement. In the event that such charges have not been paid within 90 days of such billing, such defaulting Member shall be deemed to have given, on such 90th day, notice of withdrawal from membership. In the event of a bona fide dispute between the Member and the Board as to the amount which is due and payable, the member shall nevertheless make such payment in order to preserve its status as a Member, but such payment may be made under protest and without prejudice to its right to dispute the amount of the charge and to pursue any legal remedies available to it. Withdrawal shall not relieve any such Member from its financial obligations as

set forth in this Agreement.

Section 5. Nothing contained in this Agreement shall prevent the Board from charging nonmembers for services rendered by GISC, on such basis, as the Board shall deem appropriate.

Section 6. It is anticipated that certain Members may be in a position to extend special financial assistance to GISC in the form of grants. The Board may credit any such grants against any charges, which the granting Member would otherwise have to pay. The Board may also enter into an agreement, as a condition to any such grant, that it will credit all or a portion of such grant towards charges, which have been made or in the future may be made against one or more specified Members.

Section 7. The Board, in accordance with procedures established in the By-Laws may expend board funds. The Board must authorize all expenditures by simple majority.

VIII. Termination of Membership

Section 1. Failure to enter into an agreement with the Service Provider within one (1) year of GISC's designation of the Service Provider shall be cause for the termination of membership. A 30-day written notice will be given to a Member that fails to enter into an agreement with the Service Provider as provided in this Section. Upon the failure to enter into an agreement at the end of the thirty-day (30) notice period, its membership shall be terminated.

Section 2. Failure to enter into an agreement within thirty 30 days of expiration of the previous agreement with Service Provider shall result in membership termination.

Section 3. A member may be terminated for cause based on an affirmative vote of two-thirds (2/3) of the Board of Directors.

Section 4. Upon termination of any Member, the Member shall be responsible for:

- (a) All of its pro-rated share of any obligations;
- (b) Its share of all charges to the effective date of termination; and
- (c) Any contractual obligations it has separately incurred with GISC or the Service Provider.

Section 5. A Member terminated from membership at a time when such termination does not result in dissolution of GISC, shall forfeit its claim to any assets of GISC. Any terminated

Member shall be subject to the provisions described elsewhere in this agreement.

IX. Withdrawal

Section 1. Any Member may at any time give written notice of withdrawal from GISC. The nonpayment of charges as set forth in this Agreement or the refusal or declination of any member to be bound by any obligation to GISC shall constitute written notice of withdrawal.

- (a) Actual withdrawal shall not take effect for a period of six (6) months from the date of such notification.
- (b) Upon effective withdrawal the withdrawing member shall continue to be responsible for:
 - (i) All of its pro-rated share of any obligations;
 - (ii) Its share of all charges to the effective date of termination;
 - (iii) Any contractual obligations it has separately incurred with GISC or the Service Provider(s).

Section 2. A Member withdrawing from membership at a time when such withdrawal does not result in dissolution of GISC shall forfeit its claim to any assets of GISC. Any Member that withdraws shall be subject to the provisions of this Agreement. In addition, any Member withdrawing shall promptly remove, at its own expense, any and all software, maps or other data that was not developed exclusively for the Member's benefit, except under terms as provided for elsewhere in this Agreement. The withdrawing Member shall, within thirty (30) days of withdrawal, file a certification with the Board, verifying compliance with this Section.

X. Dissolution

Section 1. GISC shall be dissolved whenever:

- (a) A sufficient number of Members withdraw from GISC to reduce the total number of Members to less than two (2) or
- (b) By two-thirds (2/3) vote of all Directors.

Section 2. In the event of dissolution, the Board shall determine the procedures necessary to affect the dissolution and shall provide for the taking of such measures as promptly as

circumstances permit subject to the provisions of this Agreement.

Section 3. Upon dissolution, after payment of all obligations the remaining assets of GISC shall be distributed among the then existing Members in proportion to their contributions to GISC during the entire period of such Member's membership, as determined by the Board. The computer software that GISC developed for its membership shall be available to the Members, subject to such reasonable rules and regulations, as the Board shall determine.

Section 4. If, upon dissolution, there is an organizational deficit, such deficit shall be charged to and paid by the Members and Former Member in accordance with obligations as described in Article IX on a pro-rata basis, the pro-rata basis is calculated from the Members' contributions to GISC during the two (2) years preceding the date of the vote to dissolve.

Section 5. In the event of dissolution the following provisions shall govern the distribution of computer software owned by GISC:

- (a) All such software shall be an asset of GISC.
- (b) A Member may use any software developed during its membership in accordance with this agreement, upon:
 - (i) Paying any unpaid sums due GISC,
 - (ii) Paying the costs of taking such software, and
 - (iii) Complying with reasonable rules and regulations of the Board relating to the taking and use of such software. Such rules and regulations may include a reasonable time within which any Member must take such software.

XI. General Conditions

Section 1. Notice. All notices hereunder shall be in writing, and shall be deemed given when delivered in person or by United States certified mail, with return receipt requested, and if mailed, with postage prepaid. All notices shall be addressed as follows:

If to GISC:

President of GISC

With a copy to the GISC Secretary-Treasurer, or equivalent.

If to Member:

Each party shall have the right to designate other addresses for service of notices, provided notice of change of address is duly given.

Section 2. The Parties certify that they are not barred from entering into this Agreement as a result of violations of either Section 33E-3 or Section 33E-4 of the Illinois Criminal Code and that they each have a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A)(4).

XII. Duration

This agreement shall continue in effect indefinitely, until terminated in accordance with its terms or until GISC is dissolved.

XIII. Member Software Usage

Section 1. No Member or Former Member shall:

- (a) Permit any other parties to use, modify, translate, reverse engineer, decompile, disassemble (except to the extent applicable laws specifically prohibit such restriction) or create derivative works based on the software;
- (b) Copy the software, unless part of normal backup procedures;
- (c) Sell, rent, lease, license, give away or grant a security interest in or otherwise transfer rights to the software; or
- (d) Remove any proprietary notices or labels on the software without written permission from the Board.

Section 2. In the event of default, withdrawal or termination of membership of a

Member, that Member may use, under license granted by the Board, any software developed during its membership upon:

- (a) Paying to the Board any unpaid sums due GISC and
- (b) Paying any reasonable costs established by the Board for licensing such software.

XIV. Service Provider

Section 1. For the purposes of this article, the Service Provider is defined as the Service Provider and Secondary Service Provider.

Section 2. The term of any Service Provider shall be as set forth in the Service Provider Agreement.

Section 3. The Board may at any time by a majority vote name a new Service Provider, whose term shall begin at such time as the Board may authorize.

Section 4. A Service Provider's term shall be renewed upon such terms as the Board may approve.

Section 5. The Board may terminate the services of a Service Provider at any time, subject only to the Service Provider agreement.

Section 6. The Board may enter into agreements with more than one Service Provider if it deems it appropriate to do so.

XV. Intellectual Property

Section 1. Members agree that no assignments, licenses, sales, authorization of reuse by others, giveaways, transfer or any other grant of Intellectual Property rights will be made to any third party without written permission from the Board.

Section 2. It is understood that this Agreement does not grant to any Member or any employees, partners or other business associates thereof, any rights in any Intellectual Property or any inherent protectable interests, except those specifically provided by this Agreement.

XVI. Execution of Agreement

This Agreement may be executed in any number of counterparts, each of which shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as GISC and the Members or additional Members shall preserve undestroyed, shall together constitute but one and the same instrument.

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EXHIBIT A

INITIAL MEMBERSHIP DUES FORMULA

Membership Fee = Basis x Allocation

Where: Basis = \$20,000

Allocation = Calculated by Consortium for member based on size, density, and other considerations

Fee Illustration

Allocation	Membership Fee

0%	NA
20%	\$4,000
30%	\$6,000
40%	\$8,000
50%	\$10,000
60%	\$12,000
70%	\$14,000
80%	\$16,000
90%	\$18,000
100%	\$20,000

EXHIBIT B

GIS Consortium Service Provider Contract

IN WITNESS WHEREOF, the undersigned have caused this Agreement for the Creation of a Geographic Information System Consortium to be executed in the Members respective name, and have caused this Agreement for the Creation of a Geographic Information System Consortium to be attested, all by their duly authorized officers and representatives, and have caused the Agreement for the Creation of a Geographic Information System Consortium to be dated this ____ day of, _____ 20__.

Village of Winnetka

By: _____

Its: _____

ATTEST:

Village/City Clerk

Seal



Agenda Item Executive Summary

Title: Village Green Flag Request

Presenter: Robert M. Bahan, Village Manager

Agenda Date: 09/03/2019

Consent: ☒ YES ☐ NO

☐ Ordinance
☐ Resolution
☐ Bid Authorization/Award
☐ Policy Direction
☐ Informational Only

Item History:

August 20, 2013; August 19, 2014; August 18, 2015; August 16, 2016; August 15, 2017, August 21, 2018: Council Agenda Packet "Village Green Flag Request"

Executive Summary:

In 2008, a tradition began: planting 2,977 American flags on the Village Green to remember the victims of the September 11, 2001 terrorist attacks.

Attached is a letter from residents Henry, Charlie, William and Julia Cripe, who are requesting to continue this tradition, along with a flyer publicizing the event. The Village has previously granted this same request since 2008. The flags will be planted on September 10 and removed on September 11, as described in the letter.

Recommendation:

Consider granting the request.

Attachments:

1) August 20, 2019 letter, "Winnetka Village Green Flag Planting Request for September 11, 2001 Observance"

From: Henry, Charlie, William and Julia Cripe

Date: August 20, 2019

To: Rob Bahan, Village Manager; Chris Rintz, Village President; Village Council

CC: Fire Chief Alan Berkowsky
Police Chief Marc Hornstein
Boy Scout Troup 20 (Attn: Scoutmaster Nat Roberts)

Subject: Winnetka Village Green flag planting request for September 11, 2001 Observance

Dear Village Manager Bahan, Village President Rintz and Village Council,

In continuing the flag-planting tradition begun by Genevieve Nielson in 2008 and continued by Jackson Tucker, we are seeking permission to again plant American flags on the Village Green at the base of the Cenotaph to pay tribute to the 2,977 victims of the September 11, 2011 terrorist attacks. The flags would be planted beginning at 3:30 p.m. the afternoon of Tuesday, September 10, 2019, and will remain standing until sundown on Wednesday, September 11, 2019, at which time they will be removed and stored for future observances.

We are honored to help coordinate this student-lead event. We would also like to thank in advance, Winnetka Fire Chief Berkowsky and the Winnetka/Kenilworth Fire Department, Winnetka Police Chief Hornstein and Boy Scout Troop 20 for their assistance each year.

This annual Winnetka tradition is open to all. We plant flags to remember those that we lost, honor the service of our first responders who ran toward danger on that terrible day, and to again gather together as a community to honor the heroism, strength of spirit and generosity of the American people on that day and on each day since.

Thank you for your consideration and support.

Sincerely,

Henry Cripe (New Trier, Senior), Charlie Cripe (New Trier, Freshman), William Cripe (Skokie School, 6th Grade) and Julia Cripe (Greeley Elementary, 2nd Grade)



Agenda Item Executive Summary

Title: Ordinance No. MC-8-2019: Submission & Approval of Plats of Subdivisions for Planned Developments (Introduction)

Presenter: David Schoon, Community Development Director

Agenda Date: 09/03/19

Consent: ☐ YES ☒ NO

- ☒ Ordinance
- ☐ Resolution
- ☐ Bid Authorization/Award
- ☐ Policy Direction
- ☐ Informational Only

Item History:

12/11/18 - Village Council Study Session - <https://www.villageofwinnetka.org/assets/1/20/gv-council-pkt-20181211.pdf>
2/12/19 - Village Council Study Session - Scheduled Council discussion was deferred to future date.
3/5/19 - Village Council Study Session - <https://www.villageofwinnetka.org/assets/1/20/gv-council-pkt-20190305.pdf>
4/4/19 - Village Council Meeting - <https://www.villageofwinnetka.org/assets/1/20/gv-council-pkt-20190404.pdf>
4/16/19 - Village Council Meeting - Public hearing continued to 4/25/19 -
<https://www.villageofwinnetka.org/assets/1/20/gv-council-pkt-20190416.pdf>
4/25/19 - Village Council Meeting - Public hearing and adoption of Ordinance MC-2-2019 -
<https://www.villageofwinnetka.org/assets/1/20/gv-council-pkt-20190425.pdf>

Executive Summary:

On September 3, 2019, the Village Council is scheduled to consider Ordinance No. MC-8-2019, Amending Titles 3 and 16 of the Winnetka Village Code Regarding the Submission and Approval of Plats of Subdivision for Planned Developments. The ordinance amends sections of the Village Code to clarify the sections to be consistent with the intent to have the Planned Development Commission review plats of subdivisions submitted concurrently with planned developments.

As staff was preparing application forms for the new planned development process, we realized a need to make some clarifying amendments to the Village Code regarding the Planned Development Commission having the authority to concurrently review planned developments and plats of subdivision.

The recently amended Village Code Chapter 17.58, Planned Developments, contemplates that the Planned Development Commission would have the authority to grant exceptions to the subdivision regulations, as well as exceptions to zoning regulations. Two other amendments should have been included to make it clear regarding the Planned Development Commission's review of subdivisions and associated exceptions.

1. With the creation of the Planned Development Commission, the Planned Development Commission's authority to review and make recommendations regarding subdivisions should have been listed with its other specific powers and duties (See the attached draft ordinance, Section 2).

Executive Summary (continued):

2) The Subdivision Ordinance should have also been amended to clearly state that applications for subdivisions submitted concurrently with an application for a planned development would be reviewed by the Planned Development Commission and not the Plan Commission. (See Section 3 of the attached draft ordinance).

The proposed amendments would not change the original intent of the newly adopted planned development regulations and processes; they only more specifically clarify sections of the code to be consistent with the intent to have the Planned Development Commission review plats of subdivision submitted concurrently with planned developments.

Recommendation:

Consider introduction of Ordinance No. MC-8-2019, An Ordinance Amending Titles 3 and 16 of the Winnetka Village Code Regarding the Submission and Approval of Plats of Subdivision for Planned Developments.

Attachments:

Attachment A: Ordinance No. MC-8-2019

**AN ORDINANCE AMENDING TITLES 3 AND 16 OF THE WINNETKA VILLAGE
CODE REGARDING THE SUBMISSION AND APPROVAL OF PLATS OF
SUBDIVISION FOR PLANNED DEVELOPMENTS**

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 has the authority to exercise any power and perform any function pertaining to its government and affairs; and

WHEREAS, pursuant to Ordinance No. MC-2-2019, on April 25, 2019, the Village amended Titles 3 and 17 of the Winnetka Village Code, as amended ("***Village Code***"), to create the Planned Development Commission as the body to conduct public hearings and make recommendations to the Village Council for zoning relief related to planned development applications; and

WHEREAS, Ordinance No. MC-2-2019 also amended Chapter 17.58 Planned Developments of the Village Code, to grant the Planned Development Commission the authority to recommend exceptions to the subdivision regulations and underlying zoning district use, lot, space, bulk, yard, and parking regulations; and

WHEREAS, the Village further desires to amend Chapter 3.22 and Chapter 16.08 of the Village Code to further clarify that the Planned Development Commission has the jurisdiction to conduct public hearings and make recommendations on subdivision applications for property proposed to be included in a planned development ("***Proposed Amendment***"); and

WHEREAS, the Village Board has determined that adoption of the Proposed Amendment, as set forth in this Ordinance, will serve and be in the best interest of the Village;

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 as the findings of the Village Council, as if fully set forth herein.

SECTION 2: JURISDICTION AND PURPOSE. Section 3.22.020, titled, "Jurisdiction and Process," of Chapter 3.22, titled, "Planned Development Commission," of Title 3, titled "Boards and Commissions," is hereby amended to read as follows:

"Section 3.22.020 Jurisdiction and Purpose

The intent and purpose of the Planned Development Commission is to assist the Village Council in making decisions and establishing policies regarding planned

September 3, 2019

MC-8-2019

Additions are bold and double underlined; ~~deletions are struck through.~~

developments within the Village. The Planned Development Commission shall have the following specific powers and duties:

- A. To conduct public hearings and make recommendations to the Village Council on applications for planned developments and amendments or alterations to approved planned developments.
- B. **To consider and make recommendations to the Village Council on applications for land subdivisions in conjunction with applications for planned developments or amendments or alterations to approved planned developments, as specified in Title 16 of this Code**
- ~~B.C.~~ To consult and cooperate with the Village Council and other Village commissions, boards, and departments on matters related to planned developments within the Village.
- ~~C.D.~~ To periodically review and to make recommendations as the Planned Development Commission may deem necessary regarding amendments to the provisions of this chapter and the provisions of the Zoning Ordinance related to planned developments.
- ~~D.E.~~ To consider and make recommendations on other matters related to planned developments as may be referred from time to time by the Village Council to the Planned Development Commission.”

SECTION 3: PROCEDURES. Chapter 16.08, titled, “Procedures,” of Title 16, titled “Subdivisions,” is hereby amended by addition of a new section 16.08.040 to read as follows:

“Section 16.08.040 Concurrent Consideration with a Planned Development Application

Notwithstanding anything to the contrary in this Chapter 16.08, in the event that an applicant submits an application for the approval of a preliminary or final plat of subdivision concurrently with the application for approval of a planned development or planned development amendment, the application for approval of the preliminary or final plat of subdivision shall be submitted to the Planned Development Commission instead of the Plan Commission for consideration concurrently with the application for approval of the Planned Development or Planned Development amendment. In the event that an application for approval of preliminary or final plat of subdivision is submitted to the Planned Development Commission, all references in this Chapter to the Plan Commission and the Zoning Board of Appeals shall be deemed to refer to the Planned Development Commission, which shall have

September 3, 2019

MC-8-2019

Additions are bold and double underlined; deletions are struck through.

jurisdiction to provide such relief in accordance with the requirements, procedures, and specifications of this Chapter, including the granting of variations and exceptions to the otherwise applicable subdivision regulations per the requirements of Chapter 17.58.”

SECTION 4: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

PASSED this ____ day of _____, 2019, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2019.

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 _____, 2019.

Introduced: _____, 2019

Passed and Approved: _____, 2019

September 3, 2019

MC-8-2019

Additions are bold and double underlined; ~~deletions are struck through.~~



Agenda Item Executive Summary

Title: Ordinance No. M-12-2019: Repealing Ordinance No. M-21-2018 (Introduction/Adoption)

Presenter: Timothy J. Sloth, Director of Finance

Agenda Date: 09/03/2019

Consent: ☐ YES ☒ NO

- | | |
|-------------------------------------|-------------------------|
| ☒ | Ordinance |
| ☐ | Resolution |
| ☐ | Bid Authorization/Award |
| ☐ | Policy Direction |
| ☐ | Informational Only |

Item History:

The financing plan identified in the 2017 Water Rate Study called for the Village to obtain \$1,000,000 in debt financing through a low interest loan through the Illinois Environmental Protection Agency (IEPA). In December of 2018 the Village Council passed Ordinance M-21-2018 authorizing a loan with the IEPA. In July of 2019 the low bidder on the Phase I projects associated with this loan came in 32% over budget.

Executive Summary:

The 2017 Water Rate Study recommended that to achieve a 100-year replacement cycle, the Village needs additional funding of almost \$2.5 million per year. The initial 10-year financing plan of the study called for the issuance of \$1 million in debt. Staff identified the IEPA Public Water Supply Loan Program as the most cost-effective way to obtain this financing. The issuance of this debt was for the following projects:

- Watermain Replacement Phase I - (Westmoor Rd / Mt. Pleasant)
- Watermain Replacement Phase II - (Warwick Road, Merrill St., Gage St.)

With the rejection of the bid for Phase I, staff has re-visited the 2017 Water Study and performed an analysis comparing projections in the study to actual results through December 31, 2018. The analysis shows that the Water fund has performed favorably compared to the study and reliance on IEPA funding is no longer necessary.

Recommendation:

Consider waiver of introduction and adoption of Ordinance No. M-12-2019 OR consider introduction of Ordinance No. M-12-2019 only.

If adopted, Ordinance No. M-12-2019 will repeal Ordinance No. M-21-2018 that authorized the Village to borrow funds from the IEPA.

Attachments:

- Ordinance No. M-12-2019
- IEPA Loan Recommendation Memo

ORDINANCE NO. M-12-2019

**AN ORDINANCE REPEALING ORDINANCE NO. M-21-2018 AUTHORIZING
THE VILLAGE TO BORROW FUNDS FROM THE ILLINOIS
ENVIRONMENTAL PROTECTION AGENCY THROUGH
THE PUBLIC WATER SUPPLY LOAN PROGRAM**

WHEREAS, the Village of Winnetka, Cook County, Illinois, operates its public potable water supply ("**System**") in accordance with the provisions of Section 6 of Article VII of the Constitution of the State of Illinois of 1970 and the Local Government Debt Reform Act, 30 ILCS 350/1 *et seq.* ("**Act**"); and

WHEREAS, pursuant to Ordinance No. M-21-2018, the Village Council authorized the borrowing of up to \$1,000,000 from the Illinois Environmental Protection Agency's Public Water Supply Loan Program ("**Loan**") to fund improvements to the System; and

WHEREAS, the Village Council has now determined that: (i) it is not necessary nor in the best interests of the Village to enter into the Loan; and (ii) Ordinance No. M-21-2018 should be repealed;

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

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

SECTION TWO: **REPEAL OF ORDINANCE.** The Village Council hereby repeals, nullifies, and voids Ordinance No. M-21-2018 and all approvals and authorizations granted therein.

SECTION THREE: **EFFECTIVE DATE.** This Ordinance will be in full force and effect from and after its passed, approval, and publication in the manner provided by law.

[SIGNATURE PAGE FOLLOWS]

PASSED this ____ day of _____, 2019, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2019.

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 _____,
2019.

Introduced: September 3, 2019

Passed and Approved: _____, 2019

VILLAGE OF WINNETKA

MEMORANDUM

TO: ROBERT BAHAN, VILLAGE MANAGER
FROM: TIMOTHY J. SLOTH, FINANCE DIRECTOR
DATE: AUGUST 27, 2019
SUBJECT: IEPA LOAN RECOMMENDATION

This memo is a recommendation to withdraw from the Illinois Environmental Protection Agency (IEPA) Public Water Supply Loan program.

Background

The 2017 Water Rate Study identified that in order to get to a 100 year replacement cycle the Village needs to be able to provide additional funding of approximately \$2.5 million a year. Given the advanced age of the water system, the study's initial 10-year financing plan called for the issuance of \$1 million in debt to seed the program. In subsequent discussions it was determined that the most cost effective debt source was a loan from the Illinois Environmental Protection Agency's Clean Water Initiative program or an IEPA Loan. While we identified the IEPA as the most cost effective option for financing, it was noted that the IEPA application process is lengthy; thus facilitating a short term transfer of \$1 million from the General fund to the Water fund with the intent to pay back the General fund as IEPA funds were realized.

As part of the loan application process with the IEPA, the Water and Electric department identified two phases of watermain replacement projects (with corresponding street improvements) which would utilize the IEPA funding. Those projects were:

- Watermain Replacement Phase I (Westmoor Rd / Mt. Pleasant St.)
- Watermain Replacement Phase II (Warwick Rd., Merrill St., Gage St.)

This past spring staff went out to bid for Phase I and ultimately rejected the bids as the low bidder came in at 30% over budget. This project will now be combined with the Phase II projects and will be included in the proposed FY 2020 budget.

The bid was over budget due to three factors:

- Timing – Due to the IEPA review schedule, the Village was unable to officially bid the projects until June when many contractors are already fully engaged, limiting the availability of crews and equipment.
- Market – The construction market has been very active this year which had the effect of pushing material pricing upwards. This is especially true for asphalt and water main pipe.

- Limited scope – The Phase I projects were relatively small, and being bid as a stand-alone project was not able to achieve sufficient economies of scale.

Now that the bid has been formally rejected and with the completion of the 2018 audit we have started planning for the 2020 budget. As part of this process we have performed an analysis of the 2017 Water Rate Study, comparing projections made within the study to audited results through December 31, 2018. Presented below is a summary of that analysis.

Analysis

The chart below shows that as of December 31, 2018 we currently have \$1.8 million more in cash reserves compared to what was projected in the Water Rate Study.

Village of Winnetka Water Rate Study Reconciliation	
2018 Ending Cash (audited)	3,586,796
2018 Ending Cash (rate study)	<u>1,717,985</u>
Favorable Variance	\$ 1,868,811

While total revenue has been consistent with expectations, the reason for the favorable cash variance is related to expenses coming in less than what was projected in the rate study.

More specifically the reason for the positive cash flow is as follows:

Items accounting for Variance	
100 Year Replacement Capital	54,372
Existing Capital Projects	598,574
Operating Expenses	<u>1,215,865</u>
Favorable Variance	\$ 1,868,811

The items accounting for the variance listed above represent areas where actual spending came in less than what was projected in the Water Rate study. A further breakdown of these items is listed below:

100 Year Replacement Capital – The water rate study was prepared utilizing a system-wide replacement cycle of 100 years. The study determined that the Village would need to provide annual funding of \$2.5 Million a year dedicated to additional renewal and replacement to achieve this replacement cycle. The study called for the Village to slowly build up to the annual \$2.5

million funding level over a period of 10 years and as of December 31, 2018 the Village should have completed \$1,151,000 worth of 100 Year Replacement Capital. We have determined that the Water and Electric Department has completed virtually all of the initial 100 Year Replacement Capital as outlined below:

Water Rate Study - 100 Year Replacement Capital

Year	Item Description / Location	Amount
2017	Cherry Street (Birch/Ridge) - Main Replacement	343,324.00
2017	Asbury Ave. (Grove to Lake) - Main Replacement	288,304.00
2017	Forest Glen Dr. (East Half) - Main Replacement	375,000.00
2018	Ravines (Fisher / Sheridan) - Main Replacement	90,000.00
Total Actual Spent on Renewal and Replacement:		1,096,628.00

Total Renewal and Replacement per Study @ 12/31/2018: 1,151,000.00

% Spent: 95.28%

Existing Capital Projects – The water rate study assumed the Village would spend \$1,533,000 between 2016 and 2018 on other capital projects. The Village’s actual spend came in at \$598,574 less than projected. The savings was primarily driven by a deferral of a \$315,000 project for the replacement of media filters at the Water Plant.

Operating Expenses – Total operating expenses for 2016 – 2018 came in at \$1.2 million, or about \$400,000 per year (out of a \$3.6 million operating budget) under what was anticipated in the water rate study. This is largely due to cost containment by the water department as there are not one or two large or easily identifiable items that account for the variance.

Recommendation

After working through the IEPA loan application process, staff has concluded that while the program offers attractive interest rates (1.76%), the application process is administratively burdensome and the IEPA approval timelines do not align with the Village’s bidding schedule. Given the favorable cash position as of December 31, 2018, I am recommending that we no longer pursue the IEPA loan program at this time.

With the accumulated favorable variance in fund balance, the Water fund is now in position to accelerate the repayment to the General Fund. The IEPA loan was supposed to be paid back over a period of 20 years. If we move forward with terminating the IEPA funding, I propose a payback schedule from the General fund of 4 years. See chart below:

General Fund Loan to Water Fund @ 1.76% simple interest

	BEGINNING	PMT	INT	PRINC	ENDING
2020	1,000,000	267,600	17,600	250,000	750,000
2021	750,000	263,200	13,200	250,000	500,000
2022	500,000	258,800	8,800	250,000	250,000
2023	250,000	254,400	4,400	250,000	-
	Total:	\$ 1,044,000	\$ 44,000	\$ 1,000,000	

The current favorable position of the Water Fund provides a four year payback to the General Fund, which avoids a debt commitment to the IEPA. In addition, by utilizing internal financing the Village has much greater flexibility with the timing of bidding projects. Prudent fiscal stewardship allows the Village to continue making progress towards achieving our goal of a 100 year water main replacement cycle.



Agenda Item Executive Summary

Title: Ordinance No. M-14-2019: 901-905 Green Bay Road - Jeannie Balsam Interiors - Special Use Permit (Introduction/Adoption)

Presenter: David Schoon, Director of Community Development

Agenda Date: 09/03/19

Consent: ☐ YES ☒ NO

- ☒ Ordinance
- ☐ Resolution
- ☐ Bid Authorization/Award
- ☐ Policy Direction
- ☐ Informational Only

Item History:

None.

Executive Summary:

On September 3, the Village Council is scheduled to consider Ordinance No. M-14-2019 in response to an application submitted by Jeannie Balsam Interiors (the "Applicant"). The Applicant is requesting a Special Use Permit to allow an interior design office on the ground floor at 901-905 Green Bay Road (the "Subject Property"). The Applicant is the lessee of the Subject Property, which is located within the Commercial Overlay District. The use does not have a retail component and therefore is subject to review as a special use under the C-2 General Retail Commercial Zoning District regulations.

The Applicant has occupied approximately 700 square feet of second floor space above the Subject Property for eight years and needs additional space due to the growth of the business. Therefore, the Applicant is proposing to relocate to the first floor space that is approximately 1,700 square feet. The space occupies approximately 47 feet of building street frontage.

The Plan Commission (PC) considered the application on August 7, 2019. After hearing from the Applicant and the property owner, as well as receiving 42 emails in support of the application, the PC discussed the dilemma of considering another application for a special use within the Commercial Overlay District.

While the PC found the Applicant to be an asset to the community and a leader of the Hubbard Woods Design District whom they would not want to see relocate outside the Village, some members found the use to be yet another professional services office that would chip away the retail space in the Commercial Overlay District. Some members even questioned whether the Zoning Ordinance should be further revised to allow interior design offices as a permitted use rather than as a special use in the Overlay District given the number of such special use permits that have recently been considered in Hubbard Woods.

However, the majority of the PC found the use to be complimentary to other businesses in the Hubbard Woods District, and a different type of use that is not as compatible with the Hubbard Woods Design District may not receive a favorable recommendation from the Commission. The PC found the request is consistent with the

Executive Summary (continued):

standards for granting a special use. The PC did discuss at length how the space should have an active presence along the street frontage and should be well lit at night and open to the public during the day to encourage the pedestrian nature of the retail district. A couple of members of the PC also strongly suggested the Applicant incorporate a retail component in the business.

Since the Plan Commission meeting on August 7, the Applicant has provided an email further describing her ideas on how the display windows and overall space would appear from the sidewalk, or public view. The email is included in Exhibit B of Ordinance No. M-14-2019.

Ultimately, the PC recommended, by a vote of 5 to 2, approval of the Special Use Permit. The PC did not recommend any conditions. However, given the Village Council's recent discussions regarding non-retail uses providing display windows compatible with retail uses, staff has included the following condition:

C. Compliance with Plans. So that the Applicant's use of the Subject Property is consistent with the special use standard that display windows, facades, signage and lighting be similar in nature and compatible with that provided by retail uses, the development, use, and maintenance of the interior design office at the Subject Property must be generally consistent with the Floor Plan and the written explanation describing the display windows submitted by the Applicant, consisting of three sheets, a copy of which is attached to and, by this reference, made a part of this Ordinance as Exhibit B ("Floor Plan & Display Windows"), except for minor changes approved by the Director of Community Development (within his permitting authority) in accordance with all applicable Village codes, ordinances, and standards.

Details of the request can be found in the attached staff report to the PC. If you would like additional details please reference this report, which is included as Attachment B.

Recommendation:

Consider waiving introduction of Ordinance No. M-14-2019 and adoption of the Ordinance OR consider only introduction of Ordinance No. M-14-2019.

If adopted, the Ordinance would allow an interior design office at 901-905 Green Bay Road within the C-2 Commercial Overlay District.

Attachments:

Attachment A: Ordinance No. M-14-2019

Attachment B: PC Staff Report

Attachment C: Application Materials

Attachment D: Public Correspondence

Attachment E: Excerpt of draft August 7, 2019 PC meeting minutes

ATTACHMENT A

ORDINANCE NO. M-14-2019

AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR THE OPERATION OF A PROFESSIONAL OFFICE WITHIN THE C-2 COMMERCIAL OVERLAY DISTRICT OF THE VILLAGE (901-905 Green Bay Road)

WHEREAS, Jeannie Balsam, LLC, d/b/a Jeannie Balsam Interiors ("***Applicant***"), is the lessee of the property commonly known as 901-905 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, LaSalle Bank National Association is the record title owner, as successor trustee to American National Bank and Trust Company, 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, "***C-2 Retail Overlay District***"); and

WHEREAS, the Applicant desires to operate an interior design office without any retail component on the Subject Property; and

WHEREAS, pursuant to Section 17.44.020 and the table of uses set forth in Section 17.46.010 of Zoning Ordinance ("***Zoning Ordinance***"), the operation of an interior design office without a retail component is not permitted within the C-2 Commercial Overlay District without a special use permit; and

WHEREAS, on July 3, 2019, the Applicant filed an application for a special use permit pursuant to Section 17.44.020.B and Chapter 17.56 of the Zoning Ordinance to allow the operation of an interior design office at the Subject Property ("***Special Use Permit***"); and

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

WHEREAS, on August 7, 2019, after due notice thereof, the Plan Commission conducted a public hearing on the proposed Special Use Permit and, by a vote of five in favor and two 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 professional office 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 do 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 establishment and operation of an interior design office by the 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 the 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, the 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, the 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. So that the Applicant's use of the Subject Property is consistent with the special use standard that display windows, facades, signage and lighting be similar in nature and compatible with that provided by retail uses, the development, use, and maintenance of the interior design office at the Subject Property must be generally consistent with the Floor Plan and the written explanation describing the display windows submitted by the Applicant, consisting of three sheets, a copy of which is attached to and, by this reference, made a part of this Ordinance as **Exhibit B ("Floor Plan & Display Windows")**, except for minor changes approved by the Director of Community Development (within his permitting authority) in accordance with all applicable Village codes, ordinances, and standards.

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

SECTION 5: FAILURE TO COMPLY. Upon the failure or refusal of the Applicant or the 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 the 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 the 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 the Applicant and the 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 the 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.

PASSED this ____ day of _____, 2019, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2019.

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 _____,
2019.

Introduced: September 3, 2019

Passed and Approved: _____, 2019

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

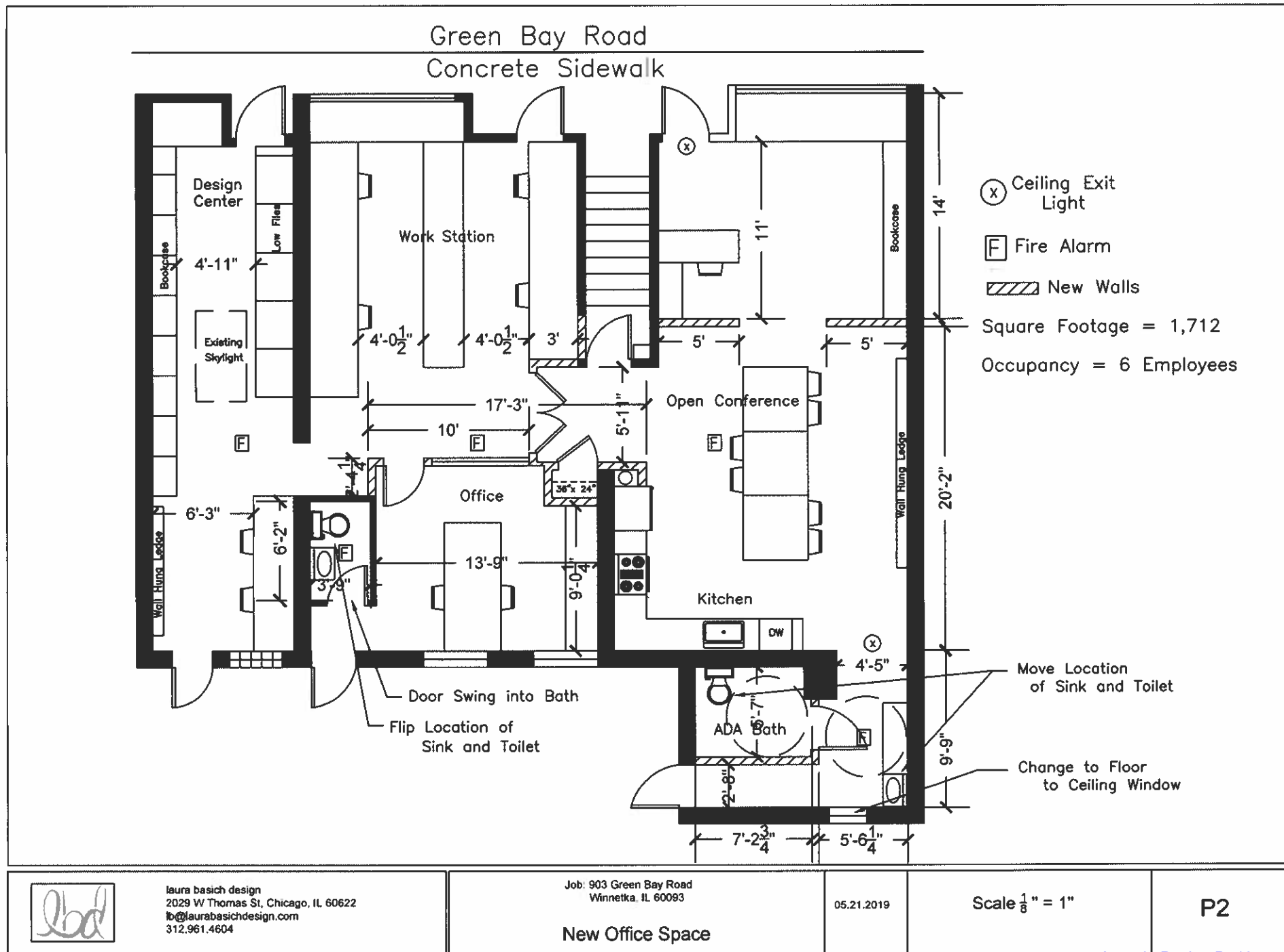
PARCEL TWO: LOT 9 IN BLOCK 5 IN JARED GAGE'S SUBDIVISION OF PART OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Commonly known as 901-905 Green Bay Road, Winnetka, Illinois.

PIN: 05-17-123-013-000

EXHIBIT B
FLOOR PLAN & DISPLAY WINDOWS
(SEE ATTACHED EXHIBIT B)

EXHIBIT B



From: [Ann Klaassen](#)
To: [Ann Klaassen](#)
Subject: FW: External: Re: Village Council Meeting - Jeannie Balsam Interiors Special Use Permit
Date: Tuesday, August 27, 2019 1:00:24 PM

From: Jeannie Balsam [mailto:jeannie@jeanniebalsam.com]
Sent: Monday, August 26, 2019 9:50 PM
To: Ann Klaassen
Subject: External: Re: Village Council Meeting - Jeannie Balsam Interiors 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. .

Ann -

Please see below and let me know if you think I am addressing your suggestion appropriately.

Village Council Members -

I wanted to take this opportunity to share ideas I have for the three (3) windows that face the sidewalk on Green Bay Road. For simplicities sake, I will refer to the smallest South window as #1, The middle window as #2 and the last window (most North) as #3.

#1 Window - will have a view into our Design Library - it will have all of our design materials, supplies, binders, fabric bins, carpet & wall covering samples, etc. We imagine that window to have rotating "Design Scheme/Inspiration" Boards leaning on easels or displayed in a loose format which allows the light to flow from the outside in and vice versa. The boards will reflect projects, past or present and/or be themed/seasonal. We thought it might be fun to engage the community by sometimes asking their opinion through social media channels like Instagram Stories and Facebook Posts to walk by and reply with votes or feedback. Maybe even have a winner for the 50th vote etc. The window theme would reflect the space behind - creativity and our "tools on display".

#2 Window - will have a view into our main work space for the entire design team and my open glass office. At this time we do not expect to "decorate" this window in specific. We were intrigued by the feedback that expressed that businesses in our city and abroad (Paris) feel "active or engaged" because the public sees the team at work. A similar feel to Celeste Robbins - which I now notice that I do like when I see the creative people working there as I head to Mino's, the train, Reprise, Material Possessions, etc. We will probably have retractable solar shades that are lightweight but necessary for glare.

#3 Window - will have the view to the main front "Living Room" Vignette light furniture with bookcases, etc., adjacent reception area, and beyond an open air "conference area" with custom cabinetry and tile work for a "hidden" kitchenette. - no upper cabinets. This area will serve for client presentations, vendor presentations, daytime and evening programming - possible trunk shows for specific home goods, jewelry, artist/designer receptions, book signings, etc. This area will also be open to future seminar ideas (mindfulness, mentoring, etc.) topics, that me, my team or clients are passionate about. I am also open to opening the space for organizations that may need an attractive and flexible space for meeting.

The main platform of this window will be open into the space and/or change seasonally with artist expositions, home decor or gift ideas that we source or can be sourced from other merchants in the area. Perhaps a creative design scheme highlighting unique antiques or objects with wallpaper back drops, fabric rolls, etc.

I hope this helps to articulate the breadth of ideas we have for the community to enjoy.

Thank you -

Jeannie Balsam

EXHIBIT C

UNCONDITIONAL AGREEMENT AND CONSENT

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

WHEREAS, Jeannie Balsam, LLC, d/b/a Jeannie Balsam Interiors ("**Applicant**"), desires to operate an interior design office located at 901-905 Green Bay Road in the Village ("**Subject Property**"); and

WHEREAS, pursuant to Section 17.44.020 and the table of uses set forth in Section 17.46.010 of Zoning Ordinance ("**Zoning Ordinance**"), the operation of an interior design office without a retail component is not permitted within the C-2 Commercial Overlay District without a special use permit; and

WHEREAS, LaSalle Bank National Association is the record title owner, as successor trustee to American National Bank and Trust Company, of the Subject Property ("**Owner**") and consents to the operation of an interior design office by Applicant at the Subject Property; and

WHEREAS, Ordinance No. M-14-2019, adopted by the Village Council on _____, 2019 ("**Ordinance**"), grants a special use permit to the Applicant for the operation of a professional office 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 the Applicant and the 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, the Applicant and the Owner do hereby agree and covenant as follows:

1. The Applicant and the 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. The Applicant and the 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. The Applicant and the 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 the Applicant or the Owner against damage or injury of any kind and at any time.

4. The Applicant and the 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. The Applicant and the 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: _____, 2019

ATTEST: **JEANNIE BALSAM LLC**

By: _____ By: _____

Its: _____

ATTEST: **LASALLE BANK NATIONAL ASSOCIATION**, as successor trustee to American National Bank and Trust Company

By: _____ By: _____

Its: _____



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: PLAN COMMISSION
FROM: ANN KLAASSEN, SENIOR PLANNER
DATE: AUGUST 1, 2019
SUBJECT: CASE NO. 19-17-SU: 901-905 GREEN BAY ROAD - JEANNIE BALSAM
INTERIORS SPECIAL USE PERMIT

INTRODUCTION

On August 7, 2019, the Plan Commission is scheduled to consider an application submitted by Jeannie Balsam Interiors (the "Applicant"), concerning a Special Use Permit in accordance with Chapter 17.44 [C-2 General Retail Commercial District] and Chapter 17.56 [Special Uses] of the Winnetka Zoning Ordinance to allow an interior design office on the ground floor at 901-905 Green Bay Road (the "Subject Property"). The Applicant is the lessee of the Subject Property, which is owned by LaSalle Bank National Association as Trustee under Trust Agreement dated November 10, 1976 and known as Trust Number R-1986 party of first part, and 901-05 Linden LLC party of the second part (the "Owner").

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 mailed notice has been sent to property owners within 500 feet of the Subject Property. As of the date of this memo, staff has received 42 written comments from the public regarding this application. The comments are provided in Attachment B of this report.

PROPERTY DESCRIPTION

The Subject Property is the entire first floor commercial space located in the two-story commercial building at 901-905 Green Bay Road, located on the east side of Green Bay Road between Tower Road and Gage Street. The Subject Property is currently occupied by *Crème de la Crème*, which is scheduled to close this summer. *Skandal*, a home design and women's and children's apparel store, is located to the north of the Subject Property, and to the south are *Benvenuti and Stein*, a design build and custom cabinetry business, and *Grateful Bites Pizza Shoppe*. Figures 2 through 4 later in this report identify the Subject Property and the neighboring businesses.

The Applicant currently occupies second floor office space located above the Subject Property. The Subject Property is located within the Village's **Commercial Overlay District**, which places limits on many non-retail uses, including interior decorating services (with no retail inventory), requiring that they be evaluated by the Plan Commission and Village Council as a special use.

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. The amendments went into effect on July 4, 2019. The application currently being considered by the Commission was submitted on July 3, 2019; therefore, this request is not subject to the amended zoning regulations. However, it is important to note that this request to allow an interior design office would require a special use permit under both the former and current zoning regulations.

HUBBARD WOODS BUSINESS DISTRICT OVERLAY BOUNDARIES

A map depicting the zoning classifications of the Hubbard Woods Business District is included as Figure 1 on the following page. The Subject Property is highlighted yellow. Please note the map does not reflect the changes to the boundaries of the Overlay District that went into effect on July 4, 2019 as this application is subject to the previous zoning regulations. The changes to the boundaries of the Overlay District do not effect this application.

Gray areas indicate the underlying C-2 General Retail Commercial zoning, which permits 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.

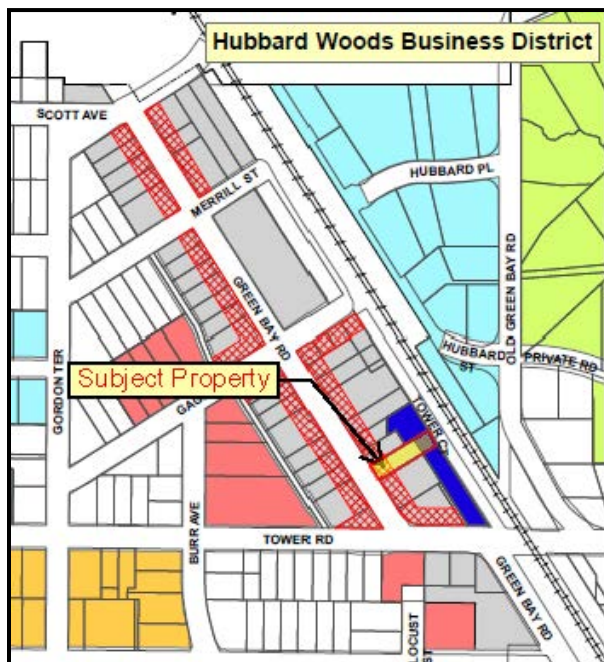


Figure 1 – Hubbard Woods Business District

DESCRIPTION OF REQUEST

The Applicant is proposing to operate Jeannie Balsam Interiors in the approximately 1,700 square foot space at 901-905 Green Bay Road. The space occupies approximately 47' of building street frontage. According to the Applicant's written explanation, which is provided in *Attachment A* of this report, the Applicant has occupied the second floor space above the Subject Property for 8 years and needs additional space due to the growth of the business.

As represented in the "New Office Space" plan included in the attached application materials (*Attachment A*), the space along the sidewalk would consist of a reception area along the north window, work stations along the center window, and a design center with bookcases and a filing center along the southern portion the space. An open conference area, additional work stations and a private office are also proposed in the space. The Applicant explains that they currently have five (5) employees; two full-time and three part-time. According to the Applicant, all the employees have employee parking permits to park in the Village lots and they also utilize two (2) off-street parking spaces behind the building. In terms of hours of operation, the business is not open on weekends or evenings. The Applicant also explains that they typically have two to four client meetings a week in the studio, with the majority of their meetings at the client site/home. As noted in the attached explanation, the Applicant intends to have decorative window displays with inspiration boards, art, décor, etc. with open light passing from the windows along the sidewalk into the office space.

Due to the low amount of client parking demand generated by the use, it was determined by staff that a parking study would not be necessary.



Figure 2 – Subject Property



Figure 3 – *Skandal* – north neighbor of Subject Property



Figure 4 – Benvenuti and Stein and Grateful Bites Pizza Shoppe – south neighbors of Subject Property

STANDARDS FOR REVIEW / FINDINGS

Section 17.44 of the Zoning Ordinance provides a series of eleven (11) 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 eleven (11) standards.

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

The Plan Commission recommends **approval [denial]** of the requested special use to allow an interior design office on the ground floor at 901-905 Green Bay Road within the C-2 Commercial Overlay District, based on the following findings of fact:

“The proposed interior design office **is [is not]** consistent with the Standards for granting of Special Use Permits in the Commercial Overlay District, 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 of a comparison shopping nature;
8. Proposed street frontages providing access to or visibility for one or more special uses shall provide for a minimum interruption in the existing and potential continuity and concentration of retail uses of a comparison shopping nature;
9. The proposed special use at the proposed location will provide for display windows, facades, signage and lighting similar in nature and compatible with that provided by retail uses of a comparison shopping nature;
10. If a project or building has, proposes or contemplates a mix of retail, office and service-type uses, and the retail portions of the project or building shall be located adjacent to the sidewalk. The minimum frontage for each retail use adjacent to the sidewalk shall be twenty (20) feet with a minimum gross floor area of four hundred (400) square feet. In addition, such retail space shall be devoted to active retail merchandising which maintains typical and customary hours of operation; and
11. 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 of a comparison shopping nature."

In addition, the Commission may also wish to consider if there are any conditions it may want to place on the facility's operation. If the Commission chooses to place conditions as part of its recommendation, it will want to include the conditions at the end of the findings of fact.

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

RECEIVED
JUL - 3 2019
BY: SU-2019-627

APPLICATION FOR SPECIAL USE
C2 Retail Overlay District

Name of Applicant Jeannie Balsam Interiors
Proposed type of occupancy Interior Design Firm
Property Address 901-905 Green Bay Road Winnetka
Applicant Telephone Number 847 441.5228
Applicant Email address jeannie@jeanniebalsam.com

Architect Information: Name, Address, Telephone & Email drawings provided by:
Laura Basich Design lb@laurabasichdesign.com
2029 W. Thomas Street Chicago, IL 60622
312.961.4604
Attorney Information: Name, Address, Telephone & Email N/A

Explanation of Special Use Requested:

Attach a separate document providing narrative description of proposed business and
Location within C2 Retail Overlay District. Address each of the eleven (11) standards
on page 5


Applicant signature

July 3, 2019
Date

PROPERTY OWNER ACKNOWLEDGEMENT

I hereby certify that I am the owner of the property at 901-905 Green Bay Road, and have provided the attached proof of ownership.
(address)

I consent to the filing of an application for Special Use Permit by

Jeanne Balsam
(Applicant name)

Signed: _____

(Property owner)

Date: _____

July 3, 2019

Special Use Permit Document for 901-905 Green Bay Road, Winnetka

The proposed business occupancy is for the interior design firm of Jeannie Balsam Interiors, which has resided above this property for the previous 8 years and was established in Winnetka in 2000. The growth of the business requires more space for our larger design team, various sales samples and materials and more comfort for client meetings.

The establishment, maintenance and operation of our firm will not be detrimental to or endanger the public health, safety, comfort, morals or general welfare. Nor will it substantially risk the enjoyment of other property, diminish their value or development and improvement opportunities.

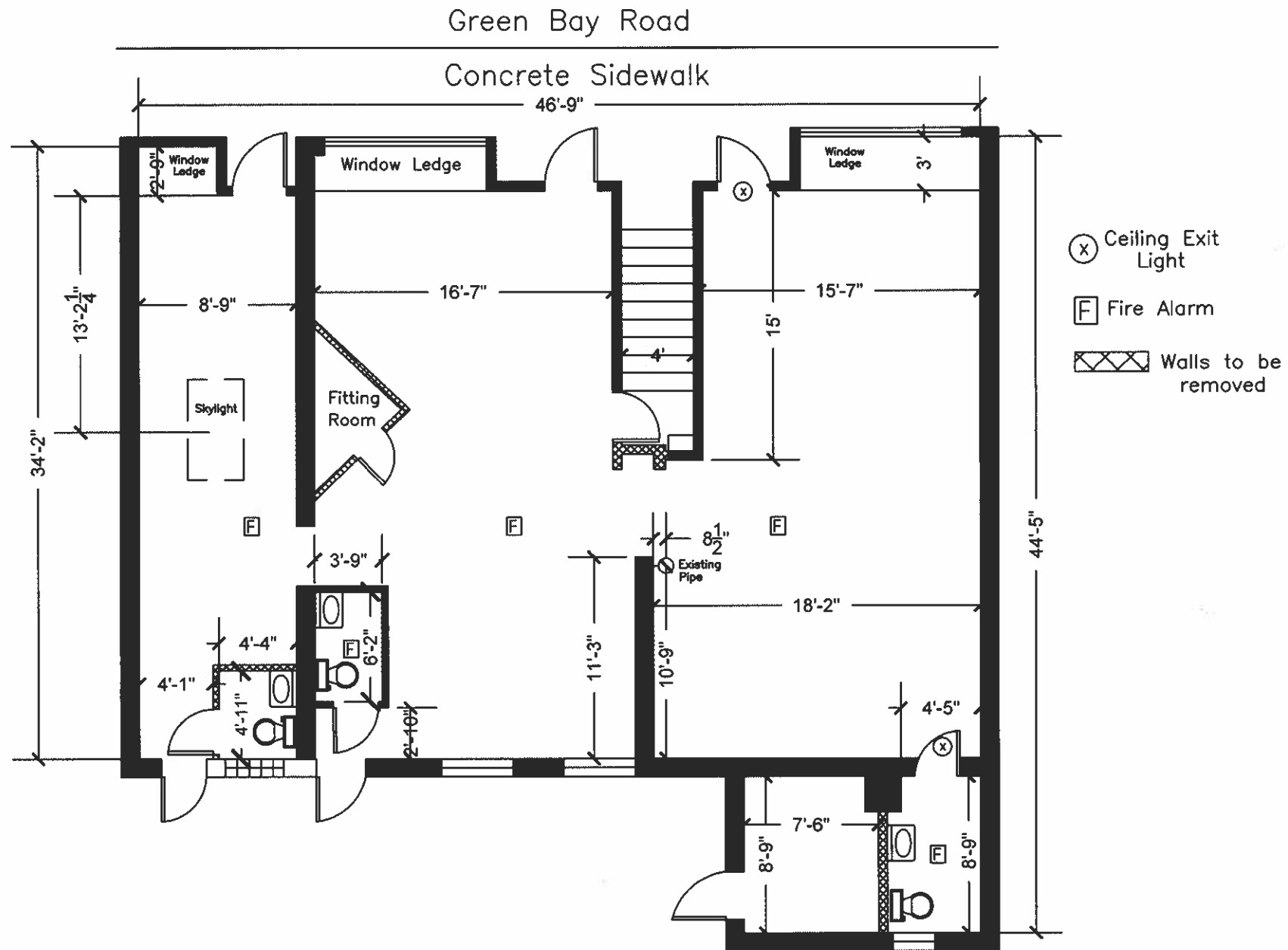
In fact, as an extremely established firm and committed member of the Winnetka community, I suggest it will do the opposite. Our presence on the street level will reinforce our commitment to the Hubbard Woods Design District re-vitalization and encourage our clients, design partners and others that we influence to consider visiting our area for local eating, shopping, exercise and retail.

Our plans detail the adequate measures taken to provide ingress and egress in a manner which minimizes vehicular and pedestrian traffic congestion in the public ways. Our business will continue to allow for parking availability for district clientele wishing to shop at the neighboring retail businesses. We currently have (5) employees with 3 that have flex time and part time hours with more sporadic parking needs. Two employees are full time and have regular weekday parking needs. We are not open on the weekends or evenings. Currently, we all have parking permits and (2) spaces behind our building. We typically have 2- 4 client meetings per week in the studio and they last 1-2 hours. The majority of our meetings are at the client site/home.

Adequate parking, utilities, access roads, drainage, and other facilities necessary to the operation will be provided and conform to applicable regulations, codes and ordinances.

As we will be occupying all three (3) spaces on the street level of the building, nothing will change from the existing street frontages and we will provide similar display windows and signage.

We will have open light traveling from the windows into our space. Our plan it to have decorative displays in the bay areas with inspiration boards, art, décor, etc.... nothing heavy.



laura basich design
2029 W Thomas St, Chicago, IL 60622
lb@laurabasichdesign.com
312.961.4604

Job: 903 Green Bay Road
Winnetka, IL 60093

Existing Retail Store

05.21.2019

Scale 1/8" = 1"

P1

PLAT OF SURVEY

B. H. SUHR & COMPANY

ESTABLISHED IN 1911

527 DEMPSTER ST., EVANSTON, ILLINOIS 60201

CHICAGO TELEPHONE BR 3-5315

EVANSTON TELEPHONE UN 4-6315

BOOK 80 PAGE 1243

ORDER NO. 80-1243

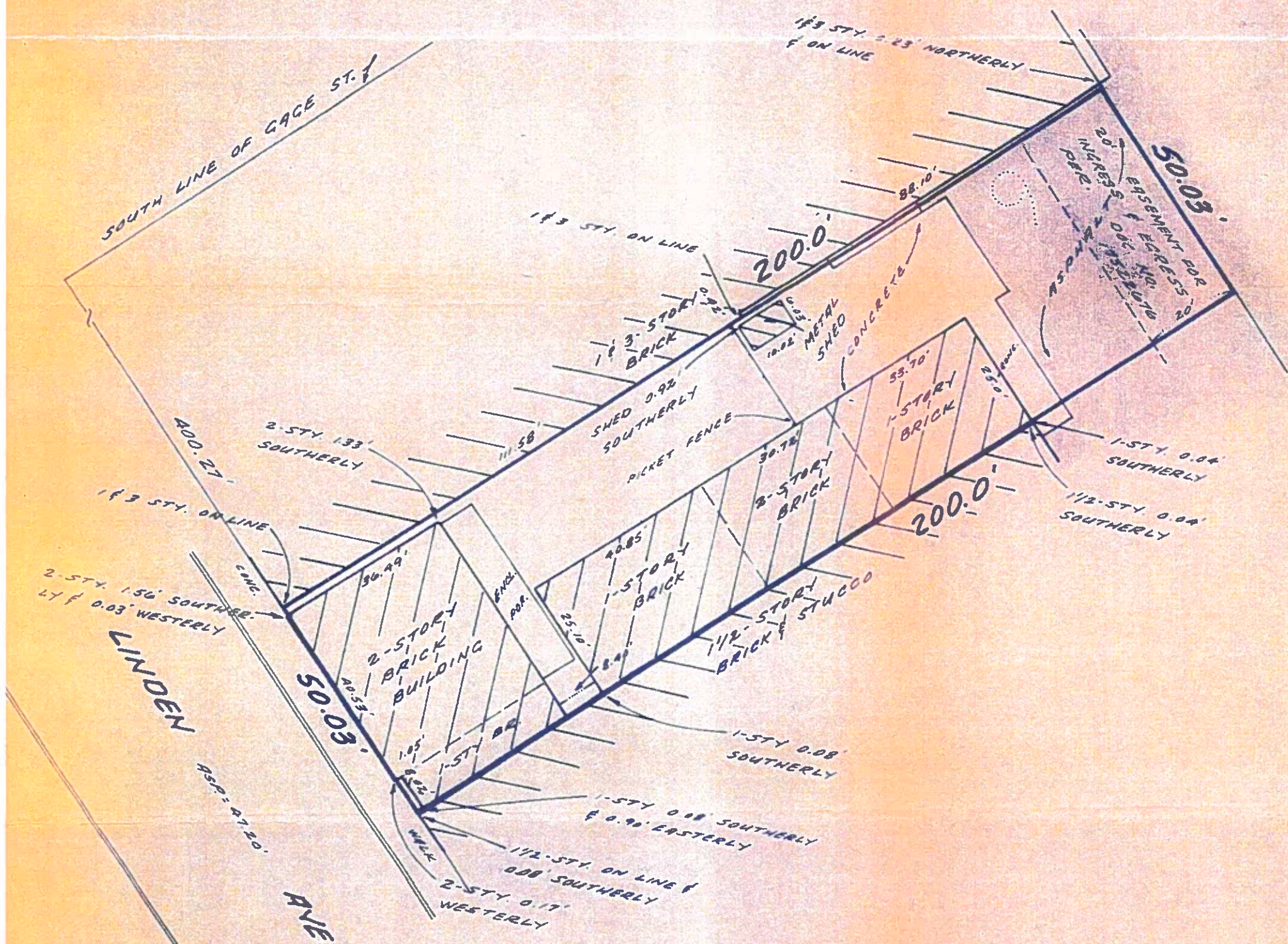
EVANSTON NOV. 14, 1980

ORDERED BY DAVID R. BRYANT

FOR _____

LOT 9 IN BLOCK 5 IN JARBO GAGE'S SUBDIVISION OF PART OF THE E. 1/2 OF THE NW. 1/4 AND PART OF THE W. 1/2 OF THE NW. 1/4 OF SECTION 17, TOWNSHIP 42 NORTH, RANGE 18, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY ILLINOIS.
COMMONLY KNOWN AS: 901-905 LINDEN AVENUE WINNETKA, ILLINOIS.

COMMONLY KNOWN AS: 901-905 LINDEN AVENUE WINNETKA, ILLINOIS.



SCALE 1" = 25' ft
TOP OF PLAT IS NORTH

EVANSTON, NOV 14, 1980

EVANSTON, NOV. 14, 1980

STATE OF ILLINOIS,)
COUNTY OF COOK,) ss

STATE OF ILLINOIS,)
COUNTY OF COOK,) ss

This is to certify that we have surveyed the above described property and the above plat correctly represents said survey

**B. H. SUHR & COMPANY
SURVEYORS**

Bv HERBERT R. SMITH

Compare the description in this plat with your deed, abstract or certificate of title, also compare all points before building by same, and report any difference at once.
Building lines are shown only when they are so recorded in the maps. Refer to your deed or abstract.
This survey has been prepared for use in connection with a mortgage loan transaction or Real Estate Transfer and is not to be used for any other purpose.
Dimensions are shown in feet and decimal parts thereof. No dimension is to be assumed by scaling.

ATTACHMENT D

From: [REDACTED]
To: [Ann Klaassen](#); assistant@jeanniebalsam.com; Jeannie@jeanniebalsam.com
Subject: External: "Special-Use" Permit For Jeannie Balsam Interiors
Date: Thursday, August 01, 2019 2:52:56 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.
Hi Ann,

My name is Will Green and I am the business owner of Star Closets. I wanted to take a few minutes of your time to voice my support for the expansion of Jeannie's design studio to the street level in the Hubbard Woods design district. I have been working with Jeannie Balsam Interiors over the last 14 years and her dedication to your community is no secret. She is a local that has been operating out of the Winnetka/Glencoe area since day one.

The success and growth of her reputation beyond the North Shore also cannot be denied. It's something I greatly admire. Jeannie's current and future clientele visiting the street level studio will help increase foot traffic. This would be a win for everyone. And how great will it be to have future home buyers strolling through the Hubbard Woods design district, peering through the studio's windows to gain inspiration and assistance with decorating their future homes. It would be enough to convince me to make a Winnetka move.

Lastly, I think it is important to keep in mind that Jeannie Balsam Interiors is a huge asset to the Hubbard Woods design district offering huge potential to the community. You really couldn't ask for a safer investment. Thank you so much for your time and I am always available for future discussion or custom closet and garage cabinets if needed. ;)

Thanks,

Will Green
Star Closets
630-673-6578
www.starclosets.com

From: [Peter Julian](#)
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: External: Jeannie Balsam space Hubbard Woods
Date: Wednesday, July 31, 2019 8:45:02 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.
Good Morning Ann!

My name is Peter Julian and I'm a sales representative that calls on Jeannie Balsam Interiors.

Her street level space would be a perfect visual addition to the streetscape there in Hubbard Woods.

I cover 9 states here in the Midwest for higher end design. I come into many shopping areas much like yours which are honestly finding a new path forward with the new on line retail sector hurting brick and mortar locations and thus creating open spaces.

Many of my interior design clients have successfully integrated their studio space into the local retail streetscape.

I grew up in a small town and my parents owned a drugstore and gift shop on the town square and I so remember their discussions of how empty store fronts were a negative impact on surrounding businesses.

I've been traveling so I'm late in submitting but definitely wanted to get my opinion in!

Thanks so much!

Peter Julian
Midwest Sales Representative
Donghia

From: [Jean Kotin](#)
To: [Ann Klaassen](#)
Cc: assisant@jeanniebalsam.com
Subject: External: Jeannie Balsam Designs
Date: Wednesday, July 31, 2019 10:32:43 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.

Anna,

I am writing you in behalf of Jeannie Balsam Designs. I strongly encourage the Village administration to approve the request for a Special Use Permit on Greenbay Road.

The addition of Jeannie Balsam Design at street level will strongly enhance the newly branded Hubbard Woods Design district. Jeannie is committed to Winnetka and has been in her current location for 8 years. Her business fits the redevelopment goals of this area and will be a perfect fit!

Best,

photo



Jean Kotin

Principal, JMD Real Estate Services LLC

773 497 7762 | jean@jmdrealestateservices.com
jmdrealestateservices.com

[161 N Clark Street, Suite 3050 Chicago, IL 60601](#)

From: [Celeste Robbins](#)
To: [Ann Klaassen](#)
Cc: [Jeannie Balsam](#)
Subject: External: Jeannie Balsam Interiors
Date: Wednesday, July 31, 2019 12:40:40 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.
Hi Ann,

Can you please pass this letter on to support Jeannie Balsam Interiors:

I know what you must be thinking- Another non-retail space. We just approved Robbins Architecture and now another design business taking retail space. Well actually, maybe you are *not* thinking this. Maybe you are saying, geez, this seems to be a growing trend and what we are seeing is the “Design District” holding on and growing. I encourage you to support this with enthusiasm.

Imagine another beautiful store front with beautiful displays to walk and enjoy. Imagine the clients visiting and going to lunch at Boutique Bites or the other food places starting to crop up. Or maybe they are shopping at the many shops that are struggling to make it. If this trend keeps growing, Winnetka will once again have a true “Design District”.

We all want the same thing- A vibrant community with foot traffic and place to define Winnetka. As we slowly, adjust to the changing economy of boxes dropped at our doors, let’s approve a shift to an elegant interior designers window display with clientele visits.

Celebrate the Transition and Approve Jeannie Balsam Interiors!

Celeste Robbins AIA

RobbinsArchitecture
976 Green Bay Road
Winnetka, IL 60093
Phone. 847-446-8001 ext 100
Direct Line. 847-443-0148

[Web](#)
[Instagram](#)
[Facebook](#)

From: [Amy Greenawalt](#)
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: External: Jeannie Balsam Expanded Studio - Special Use permit
Date: Tuesday, July 30, 2019 8:52:10 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 Ann,

I am writing you this email to express how much I believe the presence of Jeannie Balsam Interiors' newly expanded design studio on the street level will enhance the Hubbard Woods Design District. Please approve the Special-Use" permit for their new space.

Jeannie and her team are wonderful business for the area and they will continue to have a positive impact.

Thank you!
Amy

From: [Randi Lamb](#)
To: [Ann Klaassen](#)
Cc: jeannie@jeanniebalsam.com
Subject: External: Jeannie Balsam interiors
Date: Tuesday, July 30, 2019 10:18:43 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, Randoons was just made aware of Jeannie's plans to expand her design studio to the retail space below her existing office space. We at Randoons want to show our support for this expansion. Jeannie is a big asset to our neighborhood and we would love to have her presence on our street.

Thank you,
Randi Lamb

Sent from my iPhone
Randi
Randoons
www.randoons.com
962 1/2 Green Bay Rd

From: [Tracy Colitte](#)
To: [Ann Klaassen](#)
Cc: [Jeannie Balsam Interiors](#)
Subject: Special Use permit
Date: Monday, July 29, 2019 8:51:23 AM

Hi Ann,

I wanted to reach out about the exciting news of Jeannie Balsam Interiors expanding her business and hopefully moving to street level in Hubbard Woods.

The Hubbard Woods Design District is a client of mine and such an important area for the north shore residences to be able to utilize the designers and design shops. Having these businesses local allows the residents to access talent and products without having to go to the city. We value this area and all that it brings to Winnetka and the North Shore and having Jeannie's firm on street level will just continue to increase the value to the community.

Jeannie's firm does tremendous work around the country and she is so highly respected, just what HWDD needs to continue to bring in new businesses and retain those that are currently there.

Sincerely,

Tracy Colitte

Sales Director

LUXE INTERIORS + DESIGN

c: 847-702-4227

luxesource.com

[Twitter](#) | [Facebook](#)

Subscribe to Luxe newsletters [here](#)

SANDOW

Brands Powered by Innovation

From: [Sarah Dippold](#)
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Jeannie balsam interior design - I'm in favor!!
Date: Monday, July 29, 2019 7:09:45 PM

Hi Ann,

I am writing to express my support for Jeannie Balsam Interiors moving their interior design business to a street level location in Hubbard Woods. I believe that her presence on the street level is a benefit to both the community as well as us fellow designers on the street.

We share excitement about the evolving community and the growth of the Hubbard Woods Design District.

Thank you again for all of the work that you have done to help me and the community!

Best,
Sarah
DIPPOLD HOME
906 Green Bay Rd
Winnetka

SARAH DIPPOLD | Interior Design

T: 847-867-6446

sarahdippold.com <<http://www.sarahdippold.com/>>

Instagram <<https://www.instagram.com/sarahdippolddesign/>>

Houzz <<http://www.houzz.com/pro/sarahdippold/sarah-dippold-design>>

Facebook <<https://www.facebook.com/pages/Sarah-Dippold-Design/225959354112871>>

From: [Vera Vandenbosch](#)
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: in support of Jeannie Balsam Interiors
Date: Monday, July 29, 2019 11:11:09 AM

Hello Ann,

My name is Vera Vandenbosch, and I am marketing director for Suzanne Tucker Home Textiles. We are a high-end to-the-trade only textiles company and as such we have been privileged to do business with Jeannie Balsam Interiors for quite a few years now. It has been an absolute pleasure – and an honor – to work with this award-winning design company: their work over the last two decades has always been exceptionally beautiful, classic and inviting.

There is no doubt in my mind that the presence of Jeannie Balsam Interiors' newly expanded design studio on the street level will only enhance the Hubbard Woods Design District (Jeannie has always been wholeheartedly committed to this community) and we strongly feel that filing her inbox with support in this endeavor will result in a “Special Use” permit approval.

Thank you for considering our message of support

Vera Vandenbosch

Vera Vandenbosch
Director of Marketing

TUCKER & MARKS INC



Cell: 347.404.4177

www.tuckerandmarks.com
www.suzannetuckerhome.com

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From: [Pam Maher](#)
To: [Ann Klaassen](#); assistant@jeanniebalsam.com
Subject: Jeannie Balsam Special use permit
Date: Sunday, July 28, 2019 9:22:59 AM

Hello Ann. I am dropping you a note in regards to Jeannie Balsam's special use permit. As a fellow business owner and interior designer on the north shore I know Jeannie's new studio will benefit Hubbard woods and the design district there. Many of the businesses are supported by local designers (Bedside manor, Susan Krueger, Vivid Gallery and Material possession to name a few.) Jeannie is a leader and a connector in the greater Chicago/Northshore design world. Her presence street level will be an asset to the community that we are both proud to live and work in.

Thank you for your consideration.
Pam Maher

Pam Maher Design
www.maherdesignservices.com

On the fly from iPhone

From: [REDACTED]
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Jeannie Balsam expansion
Date: Sunday, July 28, 2019 7:40:44 PM

Hello,

I am writing to support a special use permit to allow Jeannie Balsam Interiors to expand its studio to the first level of the building it occupies in Hubbard Woods.

As you know, Jeannie has run her business in Winnetka for 20 years and has been in her current space for 8 years. She supports the community in a multitude of ways. An expanded design studio would enhance Winnetka and, in particular, the Hubbard Woods Design District.

We are happy customers of Jeannie's (and friends of her and Doug).

Thank you for considering this request.

Sincerely,

Dani Petrie

--

Dani Petrie
[REDACTED]

Weekday emails are generally read and answered within a day or so. If your message is urgent, please call me.

From: [REDACTED]
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Special - Use
Date: Saturday, July 27, 2019 9:45:59 PM

Dear Ms. Klaassen,

I am writing this email to ask if you will grant Jeannie Balsam's Interiors' newly expanded design studio permission to move to the street level of Hubbard Woods. I have known Jeannie for the past 20 years and not only is she a dear friend but a very talented and ethical designer. Jeannie is constantly giving her time and resources to her community that she does call home. Having her business on the street level would absolutely enhance Hubbard Woods Design District.

Thank you for time and consideration,

Missy Hession

[REDACTED]
Glencoe, IL 60022

From: [Laura Merlo](#)
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Approve Jeannie Balsam Interiors
Date: Saturday, July 27, 2019 5:03:34 AM

I am writing to encourage you to approve the special use permit for Jeannie Blasam Interiors. She has been in business in Wunnetka for 20 years, 8 years alone in teh space she is in. She is a household name and an incredibly, kind, thoughtful, talented designer and person. She and her team have wholeheartedly committed themselves to this community & the surrrounding areas.

Jeannie alone has been fully supportive of my local Glencoe business through and through. Offering ideas & support in helping me grow this female-run business of my own.

She deserves the recognition as a leader in Winnetka. she deserves to use this space to showcase her talents and loyalty to the community at street level.

Thank you
Laura Merlo

Namaste
Laura Merlo

Reach Yoga
688 Vernon Ave.
Glencoe IL 60022
Studio: 847.786.4211
Cell: [REDACTED]
www.reachyogaglencoe.com

"Life is like a boomerang. Give good energy and it will come back to you."

From: [Rita Baggio](#)
To: [Ann Klaassen](#)
Cc: [Jeannie Balsam Interiors \(assistant@jeanniebalsam.com\)](mailto:jeanniebalsam.com)
Subject: Special Use Permit- Jeannie Balsam Interiors Support letter
Date: Friday, July 26, 2019 9:48:18 AM

Hello Ann

We would welcome Jeannie Balsam Interiors as our new neighbor and whose business is a reflection of the Hubbard Woods Design District concept. A Jeannie Balsam Design Studio showroom would enhance the street aesthetics and she would provide added income potential for the Hubbard Woods retailers as her clients shop to design their space.

Jeannie Balsam has been a part of the Winnetka community for a number of years & the number of empty spaces in Hubbard Woods is climbing. We feel that approval of her special use permit would be a benefit to all.

Benvenuti and Stein

Rita Baggio
Marketing Designer
rita@benvenutiandstein.com
www.benvenutiandstein.com
847-501-1362
899 1/2 Green Bay Rd Winnetka, IL 60093

From: [REDACTED]
To: [Ann Klaassen](#); assistant@jeanniebalsam.com
Subject: Expansion
Date: Friday, July 26, 2019 4:36:15 PM

Dear Ms. Klaassen,

I am lending my strong support for the expansion for Jeannie Balsam Interior Design.

Their sophistication, beauty, elegance and culture only adds to the desire to come to Hubbard Woods to look, eat, shop as they plan their home renovations. It also is smart to incorporate a business not only about retail. I think the street would really be seriously lacking without Jeannie Balsam. Think of all the people they know ! As they come to them it helps every other business on that street. It sounds very positive and exciting. Thank you . Jan Morgen

Jan Morgen

From: [REDACTED]
To: [Ann Klaassen](#)
Subject: Support for Jeannie Balsam Interiors Special Use Permit Request
Date: Friday, July 26, 2019 7:40:08 AM

Good morning, Ann,

I am sending this communication as an endorsement for Jeannie Balsam Interiors' request for a Special Use Permit for the Hubbard Woods Design District. I have been a client of Jeannie Balsam Interiors for 14 years. During that time, Jeannie Balsam has risen to a premier designer in the Chicagoland area. Jeannie's unique combination of creative design and acute business acumen has propelled her reputation and her firm to unprecedented heights. Having Jeannie Balsam Interiors occupy a coveted first floor spot in the Hubbard Woods Design district would not just be a natural fit, it would enhance and contribute to the district by attracting clients from Winnetka and surrounding areas, thereby increasing business for all local retailers.

In addition, I know Jeannie has been a long standing resident and supporter of local businesses of the northshore for decades. Given that she is at the prime of her career and at a time of high and sustainable growth of her business, I am confident that granting her a Special Use Permit will provide lasting and consistent benefits for the Hubbard Woods Design District for many years.

I am hopeful that you and your team decide to grant Jeannie Balsam Interiors the Special Use Permit. If you have any questions or concerns, please feel free to contact me any time via e:mail or phone at 847-507-1085. I look forward to a positive outcome.

Sincerely,
Sandy Schwarz
Jeannie Balsam Interiors Client

From: [REDACTED]
To: [Ann Klaassen](#)
Cc: [Jeannie Balsam Interiors](#); [Annie Liddle](#)
Subject: approve "Special-Use" permit Jeannie Balsam Interiors
Date: Thursday, July 25, 2019 8:17:10 AM

Hello-

The presence of Jeannie Balsam Interiors' newly expanded design studio on the street level will enhance the Hubbard Woods Design District greatly.

Jeannie established her design firm in Winnetka almost 20 years ago and has occupied her current space for the past 8 years. Jeannie and her team are wholeheartedly committed to this community -- And in particular, the Hubbard Woods Design District.

We strongly request you approve her special-use permit.

The Anderson Family

--

Christy H. Anderson

[REDACTED]

From: [Balestrery, Jennifer H](#)
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Jeannie Balsam Interiors
Date: Thursday, July 25, 2019 7:27:06 AM

Village of Winnetka -

I recommend that you grant Jeannie Balsam Interiors a special use permit for her newly expanded studio. Having meaningful businesses like Jeannie's is exactly what Hubbard Woods needs! We are lucky to have her business.

Sincerely,
Jennifer Balestrery

Jennifer Balestrery | Managing Director | **J.P. Morgan Private Bank** | 1101 Skokie Blvd, Floor 02-STE260 | Northbrook, IL 60062 | T: 847 239 8309 | jennifer.h.balestrery@jpmorgan.com | jpmorgan.com/privatebank
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From: [REDACTED]
To: [Ann Klaassen](#); assitant@jeanniebalsam.com
Subject: Special Use Permit
Date: Thursday, July 25, 2019 7:13:33 AM

Ann,

I just wanted to send you a quick note regarding the expansion of Jeanie Balsam Interiors. Jeannie and her company have been a wonderful asset the past 8 years in Hubbard Woods. The company expanding their presence to street level will enhance the vibe and aesthetics of our community.

Have a wonderful day,

Megan Craddock

From: [REDACTED]
To: [Ann Klaassen](#); [Jeannie Balsam Interiors](#)
Subject: Jeannie Balsam
Date: Thursday, July 25, 2019 10:21:43 AM

Ms. Ann Klaassen, Good morning! I am so excited to learn that Jeannie Balsam is considering expanding her design studio. Both as a resident of Hubbard Woods since 1996, and as a business associate of Jeannie, I believe her to be an asset to our community. I have worked with her for almost 20 years, and find her to be honorable in her business

dealings, charitable in community issues, and her staff delightful to work with. I believe her tenancy will be beneficial to Hubbard Woods in specific and Winnetka in general. Most Sincerely, Christine Anderson Dulin, [REDACTED].

From: [REDACTED]
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Jeannie Balsam Interiors
Date: Thursday, July 25, 2019 6:45:28 AM

I am writing to ask you to approve the special use permit to allow the interior design firm to expand to first floor space. Living in Winnetka I do appreciate that Hubbard Woods is known as the design area, and it only enhances our community!!

Kind regards,
Colette Elliott-Fehle

From: [Judy Giordano](#)
To: [Ann Klaassen](#)
Cc: [Jeannie Balsam Interiors](#)
Subject: Special Use Permit Approval
Date: Thursday, July 25, 2019 12:36:36 PM
Attachments: [image002.png](#)
[image004.png](#)

Dear Ms. Klaassen,

Please consider approving the Special Use Permit request that Jeannie Balsam Interiors have requested. I have worked with Jeannie Balsam Interiors for several years and they are well respected in the design industry.

Jeannie Balsam is not only an esteemed Interior Designer, but also a dedicated member of her community.

Expanding their design studio to include the street level space will only enhance the Hubbard Woods Design District and benefit the Village of Winnetka.

I urge you to issue this Special Use Permit to increase commerce to her business and to your Village as well.

Sincerely,



Judy Giordano
A. Rudin, Inc.
Chicago Merchandise Mart
Sixth Floor, #6-169
Chicago, IL 60654
312.494.9300; Ext. 10
312.494.9310; Fax
jgiordano@arudin.com
www.arudin.com

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From: [REDACTED]
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Jeannie Balsam Interiors Store Front
Date: Thursday, July 25, 2019 2:38:41 PM

Hi Ann.

I wanted to write to you on behalf of my friend Jeannie Balsam and her effort to expand her upstairs design studio to a storefront in Hubbard Woods. I've been a client of Jeannie's for 8 years and we have worked together on several phases of renovation on our historic Winnetka home. I have also referred her to friends and watched as she has helped them transform their own spaces, adding value and happiness along the way. We became friends while working together and it is so exciting that she is thinking of expanding to the street level.

Her thriving design business is such an asset to our community. As you know it has been a struggle for Winnetka to maintain its charming historic character over the past several years with developers tearing down old homes and putting up cookie cutter new "spec" homes. Likewise, over the eleven years that I've lived in town, I have seen us struggle as a village to maintain our three business districts with diverse and thriving local businesses. I feel like for awhile there it was just nail salon, real estate agency and bank on repeat as we lost retail space and restaurant vendors. Jeannie's work in the community helps to maintain that charming character, revitalize old spaces for modern living and take new spaces and help them cultivate that ambiance and charm that all of us who own homes in town value so much.

Hubbard Woods has been rejuvenated as a design district and Jeannie has been and should continue to be a front runner and trend setter in this area. While traditional retail shops are important, we really need talent like Jeannie's to work hand in hand with home owners who want to maintain their historic spaces or bring that same authentic Winnetka charm to new homes that need to be personalized. Her work helps Winnetka remain what it is best known for - a community of tasteful, historic homes (or new homes that fit in with the local aesthetic) where people can "shop local" for all their needs - not just consumer goods but services as well.

She has been an active community member through her business, her children's school and her charitable work. She has a personal stake in making Winnetka the best it can be. And you can count on her to maintain and grow a thriving space as she has a proven track record. Having a store front design studio fits well with the other business in that area of Hubbard Woods and keeps us from having empty space or just more of the types of businesses that fill rental space but don't really add much value or curb appeal. The other north shore communities feature spaces like this in high traffic retail areas - the DeGuilio kitchen studio in Wilmette across from the Wilmette Theater comes to mind as a prime example.

I think the Village of Winnetka should be flexible in attracting and maintaining diversity and quality occupancy in its store fronts and I'd be much happier seeing Jeannie have street level space than many of the other possible options that either don't add appeal or are likely to shutter in a year or two. Please consider granting whatever variance is needed to allow this expansion. I really do believe our community will be the better for it!

Thanks for your consideration and I'd be happy to talk further should anyone wish to do so.

Holly Hales



From: [REDACTED]
To: [Ann Klaassen](#)
Cc: [Jeannie Balsam](#)
Subject: Jeannie Balsam Interiors
Date: Thursday, July 25, 2019 7:00:23 AM

Ms. Klaassen,

We are writing to support the application of Jeannie Balsam Interiors for a Special Use permit which would enable them to expand their business to the street level of their present space on Green Bay Road in Hubbard Woods. Jeannie Balsam Interiors is already an integral part of the Hubbard Woods Design District and brings numerous clients from towns and villages both in Winnetka and outside to their studio. Many of these clients would have no other reason to visit Hubbard Woods. While there however, they discover the many other establishments and patronize those businesses.

In addition, Jeannie and her staff are wonderful representatives of Winnetka and Hubbard Woods, and they have contributed in many ways to the benefit of the community. They not only steer clients toward other businesses in town, but they are active participants in and sponsors of community events. Not just as a way to fill empty storefronts on Green Bay Road, Jeannie Balsam Interiors would be a big draw to the area. We cannot think of a better use for the space.

Sincerely,
Ellen and Harvey Heinbach

Sent from my iPad

From: [David Homer](#)
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Jeannie Balsam Interiors Expansion
Date: Thursday, July 25, 2019 8:30:30 AM

I, David Homer strongly encourage the Winnetka Council to approve a Special Use Permit to facilitate the planned expansion by Jeannie Balsam Interiors. The excellent reputation of the existing business should be enough to remove any obstacles facing a business that has been well respected in your community led by Jeannie Balsam, a devoted, motivated and highly respected professional in the home furnishings/design industry.

I have been in the same industry since 1972 with Homer Bros Furniture and Point Of Origin . I have employed and worked with many people in my career and Jeannie Balsam has proven to be the ultimate design professional with excellent organization, design and business skills. That kind of profile is very rare and I have full confidence that she is growing her business in a positive way and it will be an enhancement to the Hubbard Woods Design District.

Your community should embrace local people who want to be a one of your commercial partners that are compatible with your community culture .

I am personally excited to see the plan and of course the unveiling of the finished space.

Respectfully, David Homer

Sent from my iPad

From: [REDACTED]
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Jeannie Balsam
Date: Thursday, July 25, 2019 12:03:34 PM

Dear Ms. Klassen,

I am writing to encourage you to approve the special use permit for Jeannie Balsam to expand her business to the first floor.

I have known Jeannie for almost 7 years now. I literally found her by walking down Green Bay Avenue to take my kids to the park. She helped design my entire home but beyond that has become a wonderful friend. Jeannie and her amazing staff are the kind of people who we want occupying our neighborhood. For as long as I have known her, Jeannie has been extremely committed to improving the quality and community of the Hubbard Woods Design district and that of her clients.

Beyond that, Jeannie and her staff are welcoming, kind and conscientious people. My boys still go to visit Jeannie in her office whenever we walk by. They are always there to welcome them and give them hugs. I believe that having them on the first floor will only increase the positive and welcoming nature that all of us in Hubbard Woods are looking for.

Thank you,

Sarah Levi

[REDACTED]
Winnetka

From: [REDACTED]
To: [Ann Klaassen](#)
Subject: Jeanne Balsam Interiors
Date: Thursday, July 25, 2019 7:00:13 AM

I wholeheartedly support the special use permitting for Jeanne Balsam interiors to assume the space at street level on Green Bay Road. Jeanne is a resident of the north shore and fully committed to building a vibrant community in the Hubbard Woods Design District.

Thanks

Claudia Montgomery

[REDACTED]

Winnetka

Sent from my iPhone

From: [REDACTED]
To: [Ann Klaassen](#)
Cc: [Jeannie Balsam](#)
Subject: Please approve Special Use Permit for Jeannie Balsam
Date: Thursday, July 25, 2019 7:58:05 AM

Dear Winnetka Leaders:

Please approve the Special Use Permit for Jeannie Balsam Interiors.

Jeannie personally has been very committed to the long term success of Winnetka and the Hubbard Woods district specifically.

It is leaders like Jeannie who Winnetka should have the enthusiastic support of the Village to enhance/increase their footprint in our village.

For more than 20 years, Jeannie has improved Winnetka with her creativity, business savvy and kindness. She, quite simply, makes Winnetka better.

I am happy to have further discussions on this issue.

Best Regards,
Roni Moore Neumann
Winnetka Resident for 22 years

Roni Moore Neumann
[REDACTED]

From: [Matthew Nguyen](#)
To: [Ann Klaassen](#)
Cc: [Jeannie Balsam Interiors](#)
Subject: Special Use Permit for Jeannie Balsam Interiors
Date: Thursday, July 25, 2019 11:15:06 AM
Attachments: [image001.png](#)

Dear Ann Klaassen,

I'm writing about the envisioned expansion of Jeannie Balsam Interiors. As you know, Jeannie's business has been a destination in the Village of Winnetka for decades and has had a significant presence for close to 10 of those years in the location where it currently resides, adding to the Hubbard Woods Design District.

If the business were to be able to expand this business with more square footage through a special use permit, I, along with others in the design community, confidently feel it would enhance and furthermore beautify the district and drive interest to the area. Foot traffic and clientele of the firm would also benefit the community and neighboring businesses.

Please consider a special permit for Jeannie Balsam Interiors and I trust you find this message well.

Best Regards,

MATT NGUYEN

Showroom Experience Manager, Brizo and Delta Chicago
222 Merchandise Mart Plaza, Ste 127 | Chicago, IL 60654 | (312) 348-3230



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From: [Padgitt, Sarah](#)
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Jeannie Balsam
Date: Thursday, July 25, 2019 8:53:23 AM

Village of Winnetka,

I've been a resident of Winnetka, specifically Hubbard Woods, for over 16 years. I would encourage you to approve Jeannie Balsam's "special use permit" so she can expand her design studio on the street level (currently at 903 Green Bay Road). Jeannie has been a leader in interior design for many years, and she has proudly made Winnetka her home base this entire time. It is disturbing how many businesses have closed in Hubbard Woods during the time that I have lived here, and it's sad how many empty storefronts are currently lining Green Bay Road. The Village should be 100% behind Jeannie's request for an expansion to promote strong business leaders' presence in Winnetka. Her business is also fully consistent with the Village's efforts to promote Hubbard Woods as a Design District.

Best,

Sarah Padgitt

The logo for Baxter International Inc. features the word "Baxter" in a bold, blue, sans-serif font. The letter "B" is stylized with a horizontal bar extending to the left, and the "x" has a distinctive shape with a dot on the top right.

Sarah Padgitt
Associate General Counsel / Litigation
Baxter International Inc.
One Baxter Parkway / Deerfield, IL 60015
T: 224-948-3966 / **M:** 847-533-4411

Sarah_padgitt@baxter.com

From: [Teresa Piotrowski](#)
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Jeannie Balsam Special Use Permit
Date: Thursday, July 25, 2019 11:51:14 AM
Attachments: [image001.png](#)

Dear Ann –

I understand that Jeannie Balsam Interiors has recently applied for a Special-Use permit, which would allow the Jeannie Balsam Interiors design studio to have a street-level store front.

I can think of no other business that is more worthy of such a location than Jeannie Balsam Interiors.

Not only does Jeannie **and her staff** do remarkable work, they have organically, creatively and enthusiastically supported Hubbard Woods and the Hubbard Woods Design District. They are constantly trying to remedy ‘how to better our community’ and ‘what can they do to support such efforts’.

I could only hope that every business approached their community with such affection as Jeanie and her staff does.

Ann – thank you for your consideration of the Special-Use permit.

Most Sincerely,

Teresa Piotrowski

Glencoe, IL 60022

Teresa C. Piotrowski
National Sales Executive
AR License Number: 690244
CA License Number: 0D16243
The Prudential Insurance Company
20 N. Wacker Drive, Suite 3010
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Upcoming PTO: 7/26/2019 – 8/2/2019

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From: [REDACTED]
To: [Ann Klaassen](#)
Subject: Studio
Date: Thursday, July 25, 2019 6:45:32 AM

Hello,

Please allow Jeannie Balsam to expand into the retail space. It's necessary for the town to expand their vision as to what's acceptable, to combat the blight of empty storefronts. She is committed to Hubbard Woods and will no doubt create an attractive space.

Mary Michelle Scalise
Art Environments
Glencoe Illinois

Thank you,

Sent from my iPhone

From: [Tres Joli Designs](#)
To: [Ann Klaassen](#)
Subject: assistant@jeanniebalsam.com
Date: Wednesday, July 24, 2019 8:45:05 PM

Dear Ms. Klaassen,

I am writing in regards to the special use permit Jeannie Balsam is seeking to expand her business to the street level in the Hubbard Design District. Although her business is not a traditional retail space, her design firm would add beauty to the street level and further enhance the reputation of this area. In addition to this, the client's she represents would be more apt to shop in the community after passing by all the wonderful store fronts on their way to visit her studio.

The firm is committed to the impact of design and the clients it serves. She has been an active member in the Winnetka design community for over twenty years. Her firm represents excellence in design and acts with integrity in all business dealings.

Please take a moment and give special consideration to a woman owned business that has given so much to her craft and the local clients she serves.

Sincerely,

Michelle S. Billows
Principal, Tres Joli Designs

Tres Joli Designs
634 Wheeling Road, Wheeling IL 60090
Email: tresjolidesign@sbcglobal.net
Tel. 847-520-3903
<https://www.tresjolidesigns.com>

From: [REDACTED]
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com; [REDACTED]
Subject: "Special-Use" permit for JEANNIE BALSAM INTERIORS
Date: Wednesday, July 24, 2019 9:11:29 PM

Dear Ann,

I am reaching out to you in my whole- hearted and enthusiastic support for a "Special-Use" permit for JEANNIE BALSAM INTERIORS in Winnetka.

Expanding Jeannie's design studio will only enhance the Hubbard Woods district.

In the era where many downtown village brick and mortars are closing, we need to support these precious, loyal and committed business owners.

Many thanks,

Erin P Demakos
[REDACTED]

From: [REDACTED]
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Please approve Special Use Permit for Jeannie Balsam Interiors
Date: Wednesday, July 24, 2019 9:41:50 PM

Dear Winnetka Village Board Members-

As a 20+ year resident of Winnetka I recommend that the Village of Winnetka approve the special use permit for Jeannie Balsam Interiors to expand to the ground floor space below their studio.

Her design business is thriving and I would welcome seeing the activity as well as a beautifully appointed space that she will no doubt create in the Hubbard Woods area, which has too many empty, unappealing store fronts.

Jeannie personally is an advocate for the Village of Winnetka and the vibrancy of the Hubbard Woods district.

I look forward to hearing the news of the approved permit after the next Village meeting in August.

Thank you for your time.

Julie Eldring
[REDACTED]

From: [REDACTED]
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Special Use Permit
Date: Wednesday, July 24, 2019 8:34:51 PM

Hi Ann,

I believe that the presence of Jeannie Balsam Interiors' newly expanded design studio on the street level of Green Bay will completely enhance the Hubbard Woods Design District.

Thank you.

All best,

Alex Kelikian

From: [Christina Lucas](#)
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Jeannie Balsam Interiors
Date: Wednesday, July 24, 2019 9:10:09 PM
Attachments: [PastedGraphic-1.tiff](#)

Dear Ann,

I understand Jeannie Balsam Interiors has applied for a “special-use” permit in order to expand their growing interior design business from the second floor to the street level at 903 Green Bay Road. I’ve worked with Jeannie and her team for many years. They are a remarkable talent and their presence on the street level would greatly enhance the Hubbard Woods Design District. I hope you will grant your approval to make this a reality.

Kind regards,
Christina Lucas



Christina Lucas | Lucid Collections LLC | www.lucidcollections.com | 688 N. Milwaukee Avenue Suite 305 | Chicago IL 60642-5912 | 312 972 3110

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From: [REDACTED]
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Special Use Permit related to expansion of Jeannie Balsam Interiors
Date: Wednesday, July 24, 2019 9:38:11 PM

Ms. Klaassen:

As I am unable to attend the August 7th meeting related to the above-mentioned agenda item, please accept this email in support of granting the special use permit for the expansion of Jeannie Balsam Interiors on Green Bay Road in the Hubbard Woods Design District.

I have known Jeannie and her team and been a client of this business for more than two years, and I wholeheartedly support their expansion. They do incredible work in the community - both for clients living on the North Shore, and also in support of community-related events, such as the Winnetka Music Festival.

Jeannie is expanding her team in response to the needs of her many clients in Winnetka, and an expanded studio would allow for both a more comfortable and gracious space for working with clients, and more collaborative workspace for her team. Further, the expansion will continue and strengthen the connection of a thriving and active woman-owned business to our Village, specifically in a district with a need for revitalization.

Should you have any questions or wish to speak with me regarding this matter, I am at your service.

With thanks,
Kate Casale MacNally
[REDACTED]
Winnetka, IL 60693
[REDACTED]

From: [Mark Muselman](#)
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Jeannie Balsam / Hubbard Woods
Date: Wednesday, July 24, 2019 8:42:24 PM

Ann -

Hope this email finds you well.

Reaching out in regards to Jeannie Balsam Interiors newly expanded design center on the first floor of Hubbard Woods. Highly endorse this.

JB! continues to grow and exceed expectations for all of us while delivering an incredible product for clients, time and time again. The 20 year experience in the industry and 8 years in town absolutely makes Winnetka a better place.

It would be a huge loss for Winnetka if this was not approved.

Thanks, Ann.

Sent from my iPhone

From: [REDACTED]
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Special Use Permit
Date: Wednesday, July 24, 2019 8:44:01 PM

Please approve a Special Use permit for Jeannie Balsam Interiors. The presence of their newly expanded design studio on the street level of Green Bay Road will enhance the community as a whole and specifically, the Hubbard Woods Design District.

Thanks,
Sharon Rettino
[REDACTED]

Thanks,
Sharon

Sent from my iPhone

From: [REDACTED]
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Support for Special Use Permit
Date: Wednesday, July 24, 2019 9:29:09 PM

Ann,

We would like to express our support for the proposed expansion of Jeannie Balsam Interiors design studio to take over the first floor space in their Hubbard Woods location. This will be a wonderful addition to the Hubbard Woods Design District and we should be encouraging growing businesses in our community. Additionally, this is much more desirable than having more empty storefronts along Green Bay Road. We encourage the Village Board to approve the special use permit at their upcoming meeting.

Many thanks,
Meggan & Bob Zabel

From: [REDACTED]
To: [Ann Klaassen](#)
Cc: assistant@jeanniebalsam.com
Subject: Special Use Permit - Jeannie Balsam Interiors
Date: Wednesday, July 24, 2019 9:23:59 PM

Dear Ms. Klaassen,

Our favorite design team Jeannie Balsam Interiors is hoping to expand to the street level in the Hubbard Woods Design District. Her firm was established in Winnetka twenty years ago, and she has been in the current space for eight years; thus, demonstrating her long-term commitment to Winnetka.

Jeannie Balsam Interiors is a wonderful fit for the Hubbard Woods Design District, and her business relocated at the ground level will undoubtedly help revitalize the street. Please consider positively her application for a Special Use Permit to enable her expansion.

Thank you for your attention to this matter.

Yours truly,

Robert G. Zahniser

ATTACHMENT E

WINNETKA PLAN COMMISSION
EXCERPT OF RESCHEDULED REGULAR MEETING MINUTES
AUGUST 7, 2019

Members Present:

Tina Dalman, Chairperson
Matthew Bradley
Mamie Case
Layla Danley
John Golan
Louise Holland
Bridget Orsic

Non-voting Members Present:

John Swierk

Members Absent:

Chris Foley
Jay Vanderlaan

Village Staff:

David Schoon, Director of Community Development
Ann Klaassen, Senior Planner

Case No. 19-17-SU: 901-905 Green Bay Road – Jeannie Balsam Interiors: An application submitted by Jeannie Balsam Interiors seeking approval of a special use permit to allow an interior design office to operate on the ground floor in the C-2 commercial overlay district.

Ms. Klaassen stated Jeannie Balsam Interiors filed an application for a special use permit to allow an interior design office on the ground floor of 901-905 Green Bay Road which is located on the east side of Green Bay Road between Tower Road and Gage Street. She also stated it is located in the commercial overlay district. Ms. Klaassen noted the Village Council recently adopted amendments to the overlay district and the amendments did not change how interior design offices are treated. She also stated the application was submitted prior to the changes going into effect.

Ms. Klaassen then stated the applicant currently occupies second floor space above the proposed space. She noted the first floor is occupied by Crème De La Crème which will close at the end of the summer. Ms. Klaassen informed the Commission the applicant would operate in the 1,700 square foot space which represented the entire first floor space. She also stated there are three doors to the space and the applicant would utilize only one door for access. Ms. Klaassen then stated the space occupies 47 feet of building street frontage. She noted the applicant explained in their application how they have occupied the second floor for eight years and the growth of the business required them to relocate to the first floor.

Ms. Klaassen identified the proposed floor plan in the PowerPoint presentation which included the reception area, the north window, work stations and the design center. She stated the applicant intends to have decorative window displays with art and decor and open light into the space. Ms. Klaassen also stated there would be an open conference area, additional work stations and private office space. Ms. Klaassen stated the application explains they currently have five employees, two of whom are full time and three are part time, all of whom would utilize the Village parking lots as well as having access to two off-street spaces behind the building. She noted the hours of operation would not

1 include weekends or evenings. Ms. Klaassen also stated the application explains they have two or more
2 client meetings per week in the studio with most meetings occurring offsite.

3
4 Ms. Klaassen then identified photos of the neighboring properties with Skändal located to the north
5 which is a home design and women's and children's apparel store and Benvenuti and Stein to the south
6 which is a design build and custom cabinetry business. She also identified Grateful Bites Pizza Shoppe
7 located to the south. Ms. Klaassen then referred the Commission to the motion to recommend approval
8 or denial of the request on page 5 of materials and asked if there were any questions.

9
10 Chairperson Dalman asked what the size of the current space is. Ms. Klaassen responded she did not
11 know that perhaps the applicant could respond to that question. There was then a comment regarding
12 the stairs. Ms. Klaassen noted the stairs in the center of the floor plan access the second floor space.
13 Chairperson Dalman asked if there were any other questions. No additional questions were raised at this
14 time. She then swore in those speaking to this matter.

15
16 Chairperson Dalman stated it is an established business in Hubbard Woods and they have in the packet
17 of materials recommendations in support. She indicated it would be helpful to know the square feet of
18 the existing space. Jeannie Balsam responded it may be 700 square feet. She then stated her team and
19 clients are all over each other in the current space. Ms. Balsam informed the Commission she
20 cared about the community and she wanted to be supported as opposed to questioned.

21
22 Ms. Balsam then stated she moved to Winnetka 21 years ago and is self-taught with regard to interior
23 design. She stated the community supported her through lots of growth and she has been a part of
24 the Sacred Heart community for 16 years and is committed to them which is why she picked the existing
25 location. Ms. Balsam stated although she could have left the community, she is committed to the
26 community. She stated in the downtown area, she had the opportunity to take a leap and with her
27 business acumen, her business has grown exponentially. Ms. Balsam then stated when the opportunity
28 came, she made the professional and personal commitment to make it happen and based on how
29 heartfelt she is as a person, it is exactly what she wanted to put a stake hold in the area. She added she
30 is not going anywhere and informed the Commission she has the support of everyone in the Hubbard
31 Woods design community. Ms. Balsam informed the Commission she suggested the name Hubbard
32 Woods Design and Dine. She also described the park as amazing and stated she would do everything to
33 promote the community via social media. Ms. Balsam added she also encouraged other business to
34 come to the community.

35
36 Ms. Balsam then stated in support of her endeavor, she found through the First Friday event, she 100%
37 volunteered to get the food truck permitting done. She also stated it would bring a more dynamic
38 nature to the area and get younger families from the city to understand what the Village has to offer.
39 Ms. Balsam also stated she did VIP sponsorship for the Winnetka Music Festival, outdoor furniture and
40 special bags. She then stated she does whatever she can for the community.

41
42 Ms. Balsam stated with regard to the windows, she asked how it should be handled. She asked for
43 comment as to what the Commission did not want in the windows as opposed to requiring the windows
44 be done a certain way in that it is more important for it to be authentic, organic and evolving. Ms.
45 Balsam then stated she can give ideas to the Commission and suggested the use of an electronic screen
46 containing before and after illustrations. She also stated for the reception area, she would like for that
47 to be for pop-up artists represented in the city or who can have a trunk show on a Friday. Ms. Balsam
48 then referred to the use of inspiration boards for fabrics in different seasons, etc. She stated she wanted

1 the freedom to express what seemed appropriate and has examples of other windows.

2
3 Chairperson Dalman stated she assumed the Village staff explained to her why it is a special use and the
4 intent of the overlay district is to preserve it for retail uses. She stated the decision was made a long
5 time ago and referred to the interest in the windows and what happens in the storefront. Chairperson
6 Dalman also stated while she realized the design will be good, the question is whether her use is going
7 to facilitate the retail uses around it since it is not retail. She also stated with regard to the retail
8 component, there is foot traffic and the applicant stated most meetings would occur outside of the
9 office. Ms. Balsam responded that is since they did not have space for meetings and the new space
10 would give them room for that. She also informed the Commission she updated their website and
11 stated it is meaningful for her and business and that she is passionate with regard to yoga, mindfulness
12 and charity. Ms. Balsam reiterated she encouraged people to come to Hubbard Woods and she would
13 open her space to bring more people to the area. She stated there would definitely be more foot traffic
14 with the additional space and it should be a no brainer to her that it would be the right use of space. Ms.
15 Balsam reiterated they would get plenty of traffic or bring the right quality of traffic to the area.

16
17 Chairperson Dalman referred to a friend who commented it would be a great use and they are sick of
18 empty storefronts. She then commented it is a tough decision since it represented 47 feet in the heart
19 of the overlay district for a storefront which just became vacant. Chairperson Dalman stated the
20 difficulty for the Commission is while they know it will be a high quality space, the question is whether it
21 would add to the district. She also stated since they would be closed Saturday, that is a concern. She
22 then stated it would take potential space away from viable retail space someday which is something the
23 Commission would wrestle with. She added while they appreciate the business and commitment to
24 Winnetka, given the code requirements, it made the request difficult. Chairperson Dalman also stated
25 they appreciate what she has done for Winnetka. Ms. Balsam responded it is a big commitment as a
26 small business owner.

27
28 Ms. Danley stated while they like a successful business in Winnetka, she asked Ms. Balsam if she looked
29 at any additional second floor space. Ms. Balsam responded the issue is when they have meetings and
30 their market is empty nesters who do not like stairs. She stated the first floor space would be
31 easily accessible and better for her clients. Ms. Balsam then referred to another project and the benefit
32 for meetings would be easier access.

33
34 Mr. Bradley stated to clarify, he asked if the intention is to relocate from the second floor into first floor
35 space and not keep the second floor space. He then stated the Commission has standards they have to
36 look at and it is not about her business specifically, motive or commitment. Mr. Bradley stated the
37 question is whether the standards were met from the Commission's perspective and they have to apply
38 the standards to each case. He also stated they are sensitive that the property has not been on
39 the market long and referred to the space in the overlay district being retail front and center on the
40 street. Mr. Bradley then stated he is a believer that retailers are under attack and over time, they
41 are finding the black and white rule of whether it should be retail or not is open to debate. He also
42 stated the application mentioned business growth requiring more space which is larger for the design
43 team. Mr. Bradley questioned whether for the new space, they would be expecting a larger amount of
44 traffic, employees and more meetings onsite. He stated there is also the criteria of adequate parking.
45 Ms. Balsam stated there would not be more people and described the employees as flex time people
46 which made up a unique team with some who may attrition out. Ms. Balsam confirmed she did not have
47 15 employees.

1 Mr. Bradley then stated a majority of their meetings are at a client's home and asked if the new studio
2 will change that. Ms. Balsam stated she would be purposeful and thoughtful and she would have people
3 there when it makes the most sense. She referred to the ability to have more design presentations
4 where they are able to move the design boards and have more flexibility to work more efficiently. Ms.
5 Balsam also stated she would make it fun for clients to come to Winnetka and bring more engagement
6 to businesses. She stated with regard to having book signings, she would not become a book store but
7 would have writers come in for example. Ms. Balsam concluded she would make it more about the
8 community and connection.

9
10 Mr. Bradley referred to the argument others used for a special use permit that they would use
11 professional services and say their clients are a benefit to other businesses. Ms. Balsam informed the
12 Commission it happened a lot with the Guildhall which got a lot of business in downtown Glencoe. She
13 stated she would let people know Hubbard Woods is hot in a positive way. Ms. Balsam also stated she
14 has had the empty storefront discussion with everyone and chose to focus on the positive. She then
15 stated Hubbard Woods is the Design District and when Sawbridge left, it was heart wrenching. Ms.
16 Balsam also informed the Commission at in October they are doing Art Attack and Bedside Manner is
17 having John Robshaw in who is world famous. Ms. Balsam stated she immediately considered it as a
18 public relations opportunity and noted she is sensitive to the Commission's concern relating to window
19 fronts and asked them to take a chance.

20
21 Mr. Bradley stated with regard to her operation, he asked Ms. Balsam if she envisioned an opportunity
22 for people walking in or foot traffic. Ms. Balsam responded with regard to a security perspective, they
23 have a doorbell and they can take walk-ins. Mr. Bradley stated with the reception desk located at the
24 north door, he asked if they may not be staffed at all hours. Ms. Balsam confirmed they would but there
25 may not always be someone at the desk. Mr. Bradley then referred to the documents which summarized
26 the standards and referred to various sales samples and materials. He asked if they are selling anything.
27 Ms. Balsam responded she did not know and indicated she could launch a furniture line. She also stated
28 there are many opportunities in the business for growth with her acumen and she did not want to force
29 anything. Ms. Balsam informed the Commission she picks up items from around the world and would
30 not want to be held to the letter of law requiring her to sell candles 10 feet from the window.

31
32 Mr. Golan stated from a sales tax perspective, if she found pottery to be sold to a client, he asked if that
33 generated sales tax or not. Ms. Balsam responded she pays a lot of sales tax which goes to the state with
34 different percentages going to different places. Chairperson Dalman asked if a client ordered a sofa, Ms.
35 Balsam would buy it and charge a fee but there would not be sales tax to her. Ms. Balsam responded she
36 is a reseller. Mr. Golan stated this is a retail business and the issue is when you lose a retailer for a
37 service business, there is no sales tax. He then asked if the business does sell things and Ms. Balsam
38 confirmed they sell millions.

39
40 Ms. Holland stated it is not since she did not have a retail occupation license to sell items. She noted
41 \$1 per \$100 is retail sales to the Village and in getting retail sales; you have to apply to the state and
42 have a retail occupation tax license which is different than the kind of sales tax Ms. Balsam pays. Ms.
43 Holland then stated retail sales tax is not an issue for her and for the 30 years she has been involved,
44 there has always been about \$1.1 million going to the Village in retail sales tax. She described Ms.
45 Balsam's enthusiasm and ability as tremendous but they do have a law which says you have to be a
46 retailer on the sidewalk in the overlay district and this property is right in the heart of the retail overlay
47 district. Ms. Holland then stated there are only two blocks in Hubbard Woods and the park is to the
48 north with there being little space for retail there. She also stated the retail curtain wall has been broken

1 with offices, which breaks the consumer's brain of going from shop to shop. Ms. Holland then
2 questioned if Ms. Balsam ever sold anything upstairs and noted the two interior design businesses in
3 Winnetka that sell are located in the back of the property. Ms. Balsam indicated she is open to selling.
4 Ms. Holland stated she would have to commit to it and say she would be selling in so many square feet.
5 Ms. Balsam responded if she needed to sell art that would be easy. Chairperson Dalman stated that
6 would be a permitted use. Ms. Holland stated she would have to get a retail occupation tax license. She
7 also referred to the problems with pop-up stores which sound great but are empty when they are
8 supposed to be filled.

9
10 Ms. Balsam asked the Commission what they wanted to make it happen. She referred to the letters in
11 support which spoke to her authenticity. She added she is not going to be Susan Kroeger. Mr. Bradley
12 stated Ms. Balsam would not be comparable to Susan Kroeger. Chairperson Dalman stated Susan
13 Kroeger and Maize say they allow a designer in first floor space. Ms. Holland stated they have a law and
14 she is a big proponent of the ordinance. She then stated if they keep allowing special use permits, it
15 would make sense in a certain place like at the end of the retail overlay district for a dentist's office but
16 when it is right in the middle and in the heart of retail and for the business to take a 47-foot space on
17 the sidewalk, that would be like taking teeth. Ms. Balsam asked what the worst case scenario is if she
18 located there. Ms. Holland responded it would not encourage retail and added traffic is big for retail.
19 Ms. Balsam stated with the Shade Store and others, there is good synergy with her clients.

20
21 Chairperson Dalman stated to clarify, some of the space would be the design center and library and the
22 applicant envisioned modeling samples of carpet, cabinets, etc. and clients would pick all of their
23 interior finishes as part of the design center. Ms. Balsam informed the Commission the quality of traffic
24 they want, that is the type of clientele you want coming in and seeing what is offered in the area. She
25 then stated they would be a conduit for an architect and builder to come which would create a positive
26 web of different people. Chairperson Dalman stated one opportunity for a display is what can be
27 ordered for walk-ins. Ms. Balsam responded there would be a plethora of opportunities in the new
28 space.

29
30 Mr. Schoon stated in terms of clarification, he referred to Sarah Dippold, the interior designer who
31 decided to open a home goods store, which would be a retail activity with a significant display area,
32 while also providing interior services. He stated since it is predominately a retail use, the Commission
33 did not see that application. Mr. Schoon then stated the applicant before the Commission has been up
34 front in that she may sell products but would not have a big display area. He stated the zoning district
35 allows interior designers in the overlay district but it would have to go through the special use process
36 and the Commission is to determine whether the proposed use meets the standards for granting a
37 special use and is appropriate for the proposed location. Mr. Schoon noted it is an allowed use and
38 referred to the physical therapist up the street on Chestnut which the Commission decided was not an
39 appropriate non-retail use for the location it had proposed. He stated the Commission is to focus on
40 the standards to give Ms. Balsam guidance. Mr. Schoon added with regard to the traffic component and
41 visual storefront appearance of the space, they are to consider if they like it, if it was interactive or
42 closed off. He noted the Sarah Dippold store is located across the street from the applicant.

43
44 Ms. Orsic asked Ms. Balsam if she had to be in this spot or another location on Green Bay Road further
45 down. Ms. Balsam responded this location worked the best. She informed the Commission as they laid
46 out the space; she referred to long, thin spaces similar to a hallway. Ms. Balsam then informed the
47 Commission she looked at the Sawbridge annex space and in terms of its layout; it did not lend itself to
48 be appropriate for her use. She added the zones in the proposed space represented an extremely

1 efficient use of the square footage.

2
3 Ms. Case asked if the space represented three previous spaces taken together. Kevin Maloney, one of
4 the property owners, confirmed it was three spaces and he could not get anyone to rent
5 them separately which is why they were combined. He also stated there is very little in that location for
6 retailers.

7
8 Ms. Case described the space as goofy and the design center is a very narrow space with two larger
9 spaces connected by a hallway. She commented it is cobbled together as far as retail would go and
10 described Crème De La Crème as a lovely store. Ms. Case then asked if one door would provide access to
11 Green Bay Road. Ms. Balsam noted the door to the left of reception is the main entrance. Ms. Case
12 asked how the windows are going to be. Ms. Balsam referred to Alexander Kaehler as an example who
13 did a curtain with a display in the front. She stated with regard to generating ideas, she may do
14 something similar and confirmed you would not be staring at a person inside the store. Ms. Balsam
15 added it would always be beautiful to look at.

16
17 Ms. Orsic asked if there were rules about screens and stated she did not want to see a screen. Ms.
18 Balsam stated she can do other things. She described the community as very welcoming and engaging.
19 Ms. Balsam also informed the Commission she updated her website and it is important to her to inspire
20 a connection with the community and care, which is her focus.

21
22 Mr. Bradley asked with regard to the southernmost door, a door opening unexpectedly is what most
23 businesses want. He commented he did not like the idea for all three doors on Green Bay Road to
24 otherwise be locked and that people would be jarred to find locked doors. Mr. Bradley then asked if it is
25 possible for the design center door to shut from the inside to separate guests from the rest of the office.
26 He also stated there should be an open door for people to walk in and look at the design center. Ms.
27 Case reiterated it is a very narrow space. Ms. Balsam responded it would be a functional opening from
28 one space to the next.

29
30 Chairperson Dalman asked if there were any other questions and stated the applicant provided a lot of
31 good information. She stated the Commission is to focus on the standards for discussion and
32 commented the application was well written. Chairperson Dalman reiterated the applicant provided
33 good testimony as to how the business works. She then stated the Commission could take a vote on a
34 recommendation for approval or denial and the approval can have conditions. Chairperson Dalman
35 again asked if there were any other questions. No additional questions were raised at this time.

36
37 Kevin Maloney informed the Commission he has owned the property for 30 years and when the building
38 was bought, it was the least attractive building in Hubbard Woods which did not blend in with
39 the community. He stated they started with the façade and his brother got a general contractor to make
40 it blend in with the Tudor style of the commercial district. Mr. Maloney also stated there is established
41 in the rear of the property a group of artists in the rear loft and a loft apartment on the second floor. He
42 stated they have tried to be good stewards of the property and it is a small family owned business. Mr.
43 Maloney described the applicant as a fabulous tenant who has been there eight years and wants a
44 better presence in the community. He also stated it would be the community exposure they want.

45
46 Mr. Maloney informed the Commission he has spoken as a licensed appraiser many times and referred
47 to the synergism created by Ms. Balsam. He referred to big businesses which sell tons of faucets,
48 cabinets, etc. and the number of retail Chicago district faucet stores, etc. Mr. Maloney stated people

1 benefit from this block and not a vacant store and that synergism can be created. He agreed the space
2 is goofy and cobbled together and noted they spent money to demise the walls and open it into a larger
3 space but no one wanted the far south space. Mr. Maloney added the door never opened to the street
4 and it is not viable as a stand-alone space with the other space not being viable either since it is not
5 large enough. He then stated they are trying to make the ceiling height be uniform, as well as the
6 flooring, etc. along with window displays they would be proud of.

7
8 Mr. Maloney stated with regard to the criteria on how to help the retail district, there are huge
9 synergies between this business and others. He also stated for the other wall of retail, there has been a
10 huge change in retail and of seven retail or commercial spaces on the first floor, three are vacant now.
11 Mr. Maloney informed the Commission if they lose Ms. Balsam, the space would be vacant for a year
12 and no one is interested even after they advertise the spaces. He stated Ms. Balsam would
13 go somewhere else and it would be a big economic cost for him. Mr. Maloney reiterated they have been
14 good stewards and made aesthetic improvements to the building as well as to the sprinkler system. He
15 then stated the wall of retail is over and is not working and referred to the Amazon effect here. Mr.
16 Maloney concluded by stating he would not insist they not exercise their prerogative to make changes
17 and commercial lacks dynamic.

18
19 Chairperson Dalman stated they appreciate the owner appearing here and asked the Commission if they
20 had any questions.

21
22 Ms. Orsic asked Ms. Balsam if she would leave Winnetka. Ms. Balsam responded her current space is not
23 working and she would start investigating where to take her life to the next level although the new
24 space offered that. She referred to how strongly she felt about the neighborhood and she has not found
25 anything else there. Ms. Balsam also referred to her commitment to the Hubbard Woods community
26 and she would feel as though she is breaking up with the other businesses if she left the area. She
27 reiterated she has not seen anything else in the area and had already begun designing the space in her
28 mind. Ms. Balsam added Glencoe is very hot and they have space.

29
30 Mr. Maloney informed the Commission he would not submit a vacancy reduction application for the
31 taxes in Cook County. He then stated if he filled the space, he cannot go in for abatement and it
32 would affect the Village's revenue which he commented is defeating its own purpose.

33
34 Chairperson Dalman referred to recent applications for a special use and suggested they start with
35 comments and whether the request satisfied the criteria. She noted for the record, there are 11 criteria
36 for approval of the special use permit in the packet.

37
38 Mr. Bradley stated they need to adapt for change and with regard to whether there is a binary view of
39 retail or not, this special use is absolutely legitimate and referred to the way it would buttress an
40 otherwise profitable business to Winnetka. He then stated it leaned closer to retail than not and would
41 be attached to Hubbard Woods and surrounding businesses. Mr. Bradley commented the applicant's
42 testimony is spot on and it is tangentially retail. He stated what they are doing would have a corollary
43 effect to retail sales for the surrounding stores. Mr. Bradley then stated for a special use closely tethered
44 to the true intent of the law, this example met that criteria.

45
46 Mr. Bradley then stated with regard to the applicant's testimony and other business owners, they have
47 benefited from her presence and reiterated the standards have been met. He also stated Ms. Balsam
48 was forthcoming about it not being closed off and the idea aspect of retail. Mr. Bradley also stated the

1 applicant was honest in the discussion about where she is going although he understood Ms. Holland's
2 concerns about there being a slippery slope. He described the testimony as compelling and while retail
3 is under attack in the Village, he stated they should adapt, or they would be left with a wide open loss of
4 a business.

5
6 Ms. Balsam stated her use would be feeding business and it was meant to be a design overlay district.
7 She commented the request is a no brainer and stated while she understood it would take up a large
8 swath of square footage, it is tethered to the surrounding areas. Ms. Balsam added she has the
9 supportive recommendation for approval.

10
11 Ms. Orsic commented Ms. Balsam is fantastic just like other applicants. She referred to giving up
12 the ordinance and allowing designers which is better than banks. Ms. Orsic also stated with regard to
13 the landlord's comments, they are fantastic but the space had not been on the market and referred to
14 the Lincoln pop-up which did not pan out. Ms. Orsic then stated she wished all business owners were
15 great, she agreed they have to adapt and otherwise, how can they ever say no to anyone while they
16 have said yes to many. She also stated they can say they are artistic or designers which is a
17 different category. Ms. Orsic stated there would be no return and it can be a vacant store for years and
18 then something can open. She then stated if the applicant felt the spot is important, to think about
19 introducing a retail component. Ms. Orsic also stated she is concerned there is so little activity that the
20 doors need to be locked. She also stated while the applicant would bring good vibes and be productive
21 in the area, for the location to have enough energy if they are concerned about not enough people
22 coming. Ms. Orsic also questioned if there were support letters from retailers or did the stores support
23 the application. She concluded by stating if there were no letters of objection from store owners, she
24 felt they are giving it all away.

25
26 Ms. Holland referred to finding no. 10 which stated: "If a project or building has, proposes or
27 contemplates a mix of retail, office and service-type uses, and the retail portions of the project or
28 building shall be located adjacent to the sidewalk. The minimum frontage for each retail use adjacent to
29 the sidewalk shall be twenty (20) feet with a minimum GFA of four hundred (400) square feet. In
30 addition, such retail space shall be devoted to active retail merchandising which maintains typical and
31 customary hours of operation." Ms. Balsam asked the Commission what could she do and
32 suggested selecting a portion of the window for retail goods. Ms. Holland stated she would need a retail
33 license from the state and pay retail occupation tax to the state and the Village. She noted \$300,000 was
34 spent on the downtown masterplan and then to say how to bring in retail. Ms. Holland stated she
35 agreed with Mr. Maloney that times have changed in retail but people like to shop, especially on Elm
36 Street and in Hubbard Woods. She described First Friday in Hubbard Woods as walking and looking and
37 there are small stores measuring 1,500 feet long and 30 feet wide and stores have adapted. Ms. Holland
38 also stated the vacancy rate is low with the exception of One Winnetka and it is vibrant in Hubbard
39 Woods. She stated she cannot see using it for office space and if there is a commitment to the retail
40 area, she would change her view. Ms. Holland then stated if it is that bad in the Village, they should get
41 rid of the ordinance. She concluded by stating they should not continually approve several special uses
42 when the ordinance has been there a long time and modified many times.

43
44 Mr. Golan stated it is an allowed use which just requires a special use permit. He referred to the 2020
45 Plan and stated the 2040 Plan may be different. Mr. Golan then stated while he did not know Ms.
46 Balsam or the business, he described her as a dynamic person with a lot of energy and they would want
47 to have her in the Village to revitalize and energize the business community. He commented he would
48 hate to see her leave and as an advisory board, they can tell the Village Council their comments. Mr.

1 Golan referred to whether there is a component of retail and if it is genuine. He also commented he is
2 impressed by her energy and business acumen and while he understood the request would never meet
3 finding no. 10, he would be in favor.

4
5 Ms. Case stated she agreed with Mr. Golan and Mr. Bradley and described Ms. Balsam as dynamic and
6 energetic. She also stated she is a leader in the design district which gets the rest of the district going.
7 Ms. Case also stated locking the door would not be unusual and referred to other shops that do it as
8 well. She also stated she agreed with Ms. Holland that if there was a retail component, that would be
9 nice. Ms. Case referred to the applicant bringing artwork on a consignment basis and she would be in
10 favor of the request which she commented fits the row there.

11
12 Ms. Danley agreed the applicant is dynamic and the idea that Ms. Balsam fit well with the district. She
13 stated she also agreed with Ms. Orsic and if this was the first one to the Commission, it may be about
14 changing the ordinance and she would hate to see her leave. Ms. Danley then stated why say no at this
15 point when they have not done so many times before. She also agreed retail of some kind would be nice
16 that is real to Ms. Balsam and she would be leaning in favor noting concerns with regard to finding no. 9
17 relating to signage. Ms. Danley stated she did not want to see desks in the windows and referred to
18 the Alexander Kaehler example as a good one. She concluded by stating her concerns relate to how the
19 issue continues to crop up and they may need to rethink it.

20
21 Mr. Swierk stated there have been a lot of meetings about the retail overlay district on the Village
22 Council agenda and he appreciated what the owners have done over the years. He stated the request
23 would to the Village Council regardless. Mr. Swierk then stated the applicant is a designer and they
24 would like to show an active window lit at night, etc. like in other cities. He also commented he loved
25 the design and dine idea and added with regard to locking the door, they can put up a doorbell and open
26 it when it rings. Mr. Swierk concluded by stating the request would activate that storefront if they go
27 forward.

28
29 Mr. Bradley agreed with Mr. Swierk that the onus is on the business owner to the project. He stated
30 there are a few retail businesses in Hubbard Woods which he called personal storage lockers since they
31 are locked and dark. Mr. Bradley referred to putting the burden on special use residents and they should
32 extend the same onus to existing retailers. He indicated it has been done before in other stores and
33 attracts attention. Mr. Bradley then stated if it is not tethered into the design world, he would say it is
34 not a match and part of the dynamic of the culture is to create an opportunity. Mr. Bradley then
35 referred to what they might lose if she left the Village and would generate in retail sales and they should
36 weigh that.

37
38 Ms. Orsic stated when the physical therapy applicant on Chestnut was denied; they found another
39 location on a second floor. She stated she would be more open to a spot at the end of the road. Ms.
40 Case referred to the awkward way the space is laid out and it would be hard to find a retailer to go in
41 there.

42
43 Chairperson Dalman agreed the request is difficult and described them as fantastic business owners who
44 are vibrant and creative and then there is the overlay district. She referred to the pace of the Amazon
45 effect and in Paris the streets in the core retail area had offices but were vibrant. Chairperson Dalman
46 also stated she is troubled by the precedent Alexander Kaehler set which she described as dead with a
47 buzzer and referred to an architect's office in Hubbard Woods feeling more vibrant. Chairperson Dalman
48 then stated with regard to the criteria, it is very hard and encouraged the applicant to think about some

1 retail component. She referred to the situation of precedent when they told other designers who are
2 permitted as of right without a retail component. Chairperson Dalman stated it is a troubling situation
3 and blamed the overlay district. She then thanked the applicant for coming and referred to finding nos.
4 7 and 8 to support the application. Chairperson Dalman stated they should keep in mind a couple of no
5 votes may get an approval recommendation with the Village Council to be the final decision maker. She
6 stated the business can facilitate concentration of a pedestrian nature and seemed to work with other
7 trades similar to the Merchandise Mart. Chairperson Dalman then questioned how many clients are
8 buying from Bedside Manner or Material Possessions and stated the request would help the continuity
9 and enhancement of the district as well as pedestrian dining and buying in Winnetka.

10
11 Mr. Golan stated Walgreen's down the block is retail and questioned what they do for the community
12 and referred to no owners participating in the Village and to compare that with an owner with good
13 ideas. Chairperson Dalman referred to the bridal store in Hubbard Woods which is empty. Mr. Golan
14 stated they have an incredible business.

15
16 Ms. Orsic stated Walgreens contributed sales tax. Chairperson Dalman stated the overlay district criteria
17 did not take everything into account. Mr. Bradley then stated Ms. Balsam would broker retail sales tax
18 from other businesses.

19
20 Chairperson Dalman stated a straw poll revealed there are more Commission Members in favor of
21 recommending approval of the special use permit. She then referred to the motion on page nos. 5 and 6
22 and stated the Commission recommends approval of the requested special use to allow an interior
23 design office on the ground floor at 901-905 Green Bay Road within the C-2 Commercial Overlay District
24 and finds based on the following findings of fact the criteria were met and the proposed interior design
25 office is consistent with the standards of granting of special use permits in the overlay district.

26
27 Mr. Golan moved to approve the motion as stated by Chairperson Dalman and Mr. Bradley seconded
28 the motion. Chairperson Dalman then asked if there was any other discussion. Ms. Holland stated she
29 would vote no but if there is a retail component of the business, she would vote yes. Ms. Orsic agreed
30 with Ms. Holland. Chairperson Dalman noted for the record those opposed would support the request if
31 it incorporated retail. Ms. Holland added it is because of the location and size and the fact Hubbard
32 Woods is a small district.

33
34 A vote was taken and the motion passed, 5 to 2.

35
36 AYES: Bradley, Case, Dalman, Danley, Golan
37 NAYS: Holland, Orsic
38 NON-VOTING: Swierk

39
40 ***



Agenda Item Executive Summary

Title: Resolution No. R-70-2019: Authorizing Agreement with CivicPlus for Website Redesign (Adoption)

Presenter: Megan E. Pierce, Assistant Village Manager

Agenda Date: 09/03/2019

Consent: ☒ YES ☐ NO

☐ Ordinance
☒ Resolution
☐ Bid Authorization/Award
☐ Policy Direction
☐ Informational Only

Item History:

The Village of Winnetka's website was last redesigned in 2013. It was made mobile responsive in 2015. The functionality of the current website is lacking, most noticeably in its search function capabilities and ease of use, but also needs modifications to meet ADA accessibility standards.

Executive Summary:

A request for proposals (RFP) for website redesign (RFP #019-004) was issued on DemandStar on June 5, 2019: the scope of required services is included in the attached RFP. The Village received nine proposals, six of which were responsive. A staff committee reviewed responsive proposals and made recommendations of three vendors who should be interviewed. A subset of that committee participated in on-site interviews.

CivicPlus was selected as the preferred vendor. Their experience in designing municipal websites both locally and nationally prepares them to provide necessary tools and support to meet the Village of Winnetka's web design and functionality needs. CivicPlus would offer a clean, modern, ADA-accessible design to the Village, as well as necessary security functions and the ability to submit information to the Village through a Citizen Request Tracking system. A site redesign is offered at no additional cost after five years.

References for CivicPlus speak to their high quality of work, the useful tools CivicPlus offers in its suite of services, and the functionality of their CivicPlus-designed websites.

The proposal for the redesign is \$25,982, with \$3,957 in maintenance fees (hosting and security, primarily). Maintenance fees increase 5% annually beginning in year three, so over five years, the Village would invest \$46,999.41 in web services.

Recommendation:

Consider adoption of Resolution No. R-70-2019, allowing the Village Manager's Office to enter into an agreement with CivicPlus in the amount of \$29,940.55 for the web redesign and first-year hosting and maintenance.

Attachments:

1. Resolution No. R-70-2019
2. Web Redesign RFP

RESOLUTION NO. R-70-2019

**A RESOLUTION APPROVING A PROFESSIONAL SERVICES
AGREEMENT WITH CIVICPLUS, LLC
FOR WEBSITE REDESIGN AND MAINTENANCE**

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 has appropriated funds for the redesign of the Village website ("**Website Redesign**") and its annual maintenance and servicing ("**Maintenance**"); and

WHEREAS, the Village requested proposals for the performance of the Website Redesign and Maintenance; and

WHEREAS, CivicPlus, LLC ("**CivicPlus**") submitted the proposal with the lowest cost to the Village for the Website Redesign in an amount not to exceed \$25,982.69 and a proposal for Maintenance in the amount of \$3,957.86 annually; and

WHEREAS, pursuant to Chapter 4.12 of the Village Code and the Village's purchasing manual, the Village Council desires to enter into an agreement with CivicPlus for the Website Redesign in an amount not to exceed \$25,982.69 and for Maintenance in an amount not to exceed \$3,957.86 annually ("**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 CivicPlus;

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 substantially the form attached to this Resolution as **Exhibit A** and in a final form approved by the Village Manager.

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 Agreement from CivicPlus; provided, however, that if the Village Manager does not receive two executed copies of the final Agreement from CivicPlus within 60 days after the date of adoption of this Resolution, then this authority to execute and seal the final Agreement between the Village and the applicable party will, at the option of the Village Council, be null and void.

September 3, 2019

R-70-2019

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 3rd day of September, 2019, pursuant to the following roll call vote:

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

Signed

Village President

Countersigned:

Village Clerk

EXHIBIT A
AGREEMENT

**VILLAGE OF WINNETKA
PROFESSIONAL SERVICES AGREEMENT**

This **PROFESSIONAL SERVICES AGREEMENT** ("**Agreement**") is dated as of the ____ day of _____, _____, and is by and between the **VILLAGE OF WINNETKA**, an Illinois home rule municipal corporation ("**Village**"), and the Consultant identified in Section 1.A of this Agreement.

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

SECTION 1. CONSULTANT.

A. Engagement of Consultant. The Village desires to engage the Consultant identified below to perform and to provide all necessary professional consulting services to perform the work in connection with the project identified below:

Consultant Name ("*Consultant*"):

Address:

Telephone No.:

Email:

Project Name/Description:

Agreement Amount:

B. Project Description. *Providing professional services to complete a comprehensive compensation and classification evaluation of base pay and other forms of direct compensation for all full-time and part-time positions, not including department heads, as more fully described in the proposal attached to this Agreement as **Exhibit A ("*Proposal*")**.*

C. Representations of Consultant. The Consultant represents that it is financially solvent, has the necessary financial resources, and is sufficiently experienced and competent to perform and complete the consulting services that are set forth in the Proposal ("**Services**") in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

SECTION 2. SCOPE OF SERVICES.

A. Retention of the Consultant. The Village retains the Consultant to perform, and the Consultant agrees to perform, the Services.

B. Services. The Consultant shall provide the Services pursuant to the terms and conditions of this Agreement.

C. Commencement; Term. The Consultant shall commence the Services immediately upon receipt of written notice from the Village that this Agreement has been fully executed by the Parties ("**Commencement Date**"). The Consultant shall diligently and continuously prosecute the Services for a term of two years from the date of execution of this Agreement or until termination of this Agreement by the Village ("Time of Performance").

D. Reporting. The Consultant shall regularly report to the Village Manager, or his designee, regarding the progress of the Services during the term of this Agreement.

SECTION 3. COMPENSATION AND METHOD OF PAYMENT.

A. Agreement Amount. The total amount paid by the Village for the Services pursuant to this Agreement shall not exceed the amount identified as the Agreement Amount in Section 1.A of this Agreement. No claim for additional compensation shall be valid unless made in accordance with Sections 3.D or 3.E of this Agreement.

B. Invoices and Payment. The Consultant shall submit invoices in an approved format to the Village for costs incurred by the Consultant in performing the Services. The amount billed in each invoice for the Services shall be based solely upon the rates set forth in the Proposal. The Village shall pay to the Consultant the amount billed within 30 days after receiving such an invoice.

C. Records. The Consultant shall maintain records showing actual time devoted and costs incurred, and shall permit the Village to inspect and audit all data and records of the Consultant for work done pursuant to this Agreement. The records shall be made available to the Village at reasonable times during the term of this Agreement, and for one year after the termination of this Agreement.

D. Claim In Addition To Agreement Amount.

1. The Consultant shall provide written notice to the Village of any claim for additional compensation as a result of action taken by the Village, within 15 days after the occurrence of such action.

2. The Consultant acknowledges and agrees that: (a) the provision of written notice pursuant to Section 3.D.1 of this Agreement shall not be deemed or interpreted as entitling the Consultant to any additional compensation; and (b) any changes in the Agreement Amount shall be valid only upon written amendment pursuant to Section 8.A of this Agreement.

3. Regardless of the decision of the Village relative to a claim submitted by the Consultant, the Consultant shall proceed with all of the work required to complete the Services under this Agreement, as determined by the Village, without interruption.

E. Additional Services. The Consultant acknowledges and agrees that the Village shall not be liable for any costs incurred by the Consultant in connection with any services provided by the Consultant that are outside the scope of this Agreement ("**Additional Services**"), regardless of whether such Additional Services are requested or directed by the Village, except upon the prior written consent of the Village.

F. 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 on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claims or rights to claim additional compensation by reason of the payment of any such tax, contribution, premium, cost, royalty, or fee are hereby waived and released by the Consultant.

G. Final Acceptance. The Services, or, if the Services are to be performed in separate phases, each phase of the Services, shall be considered complete on the date of final written acceptance by the Village of the Services or each phase of the Services, as the case may be, which acceptance shall not be unreasonably withheld or delayed.

SECTION 4. PERSONNEL; SUBCONTRACTORS.

A. Key Project Personnel. The Key Project Personnel identified in the Proposal shall be primarily responsible for carrying out the Services on behalf of the Consultant. The Key Project Personnel shall not be changed without the Village's prior written approval.

B. Availability of Personnel. The Consultant shall provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement. The Consultant shall notify the Village as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. The Consultant shall have no claim for damages and shall not bill the Village for additional time and materials charges as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the Time of Performance as a result of any such termination, reassignment, or resignation.

C. Approval and Use of Subcontractors. The Consultant shall perform the Services with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved in advance by the Village in writing. All subcontractors and subcontracts used by the Consultant shall be acceptable to, and approved in advance by, the Village. The Village's approval of any subcontractor or subcontract shall not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by this Agreement. All Services performed under any subcontract shall be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" shall be deemed also to refer to all subcontractors of the Consultant, and every subcontract shall include a provision binding the subcontractor to all provisions of this Agreement.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Services in a manner satisfactory to the Village and consistent with commonly accepted professional practices, the Consultant shall immediately upon notice from the Village remove and replace such personnel or subcontractor. The Consultant shall have no claim for damages, for compensation in excess of the amount contained in this Agreement, or for a delay or extension of the Time of Performance as a result of any such removal or replacement.

SECTION 5. CONFIDENTIAL INFORMATION.

A. Confidential Information. The term “*Confidential Information*” shall mean information in the possession or under the control of the Village relating to the technical, business, or corporate affairs of the Village; Village property; user information, including, without limitation, any information pertaining to usage of the Village's computer system, including and without limitation, any information obtained from server logs or other records of electronic or machine readable form; and the existence of, and terms and conditions of, this Agreement. Village Confidential Information shall not include information that can be demonstrated: (1) to have been rightfully in the possession of the Consultant from a source other than the Village prior to the time of disclosure of such information to the Consultant pursuant to this Agreement (“*Time of Disclosure*”); (2) to have been in the public domain prior to the Time of Disclosure; (3) to have become part of the public domain after the Time of Disclosure by a publication or by any other means except an unauthorized act or omission or breach of this Agreement on the part of the Consultant or the Village; or (4) to have been supplied to the Consultant after the Time of Disclosure without restriction by a third party who is under no obligation to the Village to maintain such information in confidence.

B. No Disclosure of Confidential Information by the Consultant. The Consultant acknowledges that it shall, in performing the Services for the Village under this Agreement, have access, or be directly or indirectly exposed, to Confidential Information. The Consultant shall hold confidential all Confidential Information and shall not disclose or use such Confidential Information without the express prior written consent of the Village. The Consultant shall use reasonable measures at least as strict as those the Consultant uses to protect its own confidential information. Such measures shall include, without limitation, requiring employees and subcontractors of the Consultant to execute a non-disclosure agreement before obtaining access to Confidential Information.

SECTION 6. STANDARD OF SERVICES AND INDEMNIFICATION.

A. Representation and Certification of Services. 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 consulting firms 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.

B. Indemnification. The Consultant shall, and does hereby agree to, indemnify, save harmless, and defend the Village against all damages, liability, claims, losses, and expenses (including attorneys' fees) that may arise, or be alleged to have arisen, out of or in connection with the Consultant's 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 6.A of this Agreement.

C. Insurance. The Consultant shall provide, at its sole cost and expense, liability insurance in the aggregate amount of \$2,000,000, which insurance shall include, without limitation, protection for all activities associated with the Services. The insurance shall be for a

minimum of \$1,000,000 per occurrence for bodily injury and \$1,000,000 per occurrence for property damage. The Consultant shall cause the Village to be named as an additional insured on the insurance policy described in this Section 6.C. Not later than 10 days after the Commencement Date, the Consultant shall provide the Village with either: (a) a copy of the entire insurance policy; or (b) a Certificate of Insurance along with a letter from the broker issuing the insurance policy to the effect that the Certificate accurately reflects the contents of the insurance policy. The insurance coverages and limits set forth in this Section 6.C shall be deemed to be minimum coverages and limits, and shall not be construed in any way as a limitation on the Consultant's duty to carry adequate insurance or on the Consultant's liability for losses or damages under this Agreement.

D. 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 7. CONSULTANT AGREEMENT 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: (1) to 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. Conflict of Interest. The Consultant represents and certifies that, to the best of its knowledge: (1) no elected or appointed Village official, employee or agent has a personal financial interest in the business of the Consultant or in this Agreement, or has personally received payment or other consideration for this Agreement; (2) as of the date of this Agreement, neither Consultant nor any person employed or associated with Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither Consultant nor any person employed by or associated with 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.* The Consultant represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the Village prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. 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 60 days written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant shall be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed, which shall be determined on the basis of the rates set forth in the Proposal.

E. Compliance With Laws and Grants.

1. **Compliance with Laws.** The 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: any applicable prevailing wage laws; the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes requiring preference to laborers of specified classes; 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.* The Consultant shall also comply with all conditions of any federal, state, or local grant received by the Village or the Consultant with respect to this Agreement or the Services. Further, the Consultant shall have a written sexual harassment policy in compliance with Section 2-105 of the Illinois Human Rights Act.

2. **Liability for Noncompliance.** The 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 the Consultant's, or any of its subcontractors, performance of, or failure to perform, the Services or any part thereof.

3. **Required Provisions.** 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 pursue any one or more of the following remedies:

1. **Cure by Consultant.** The Village may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the

Event of Default; and to take any or all other action necessary to bring the Consultant and the Services into compliance with this Agreement.

2. **Termination of Agreement by Village.** The Village may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement after the effective date of termination.

3. **Withholding of Payment by Village.** The Village may withhold from any payment, whether or not previously approved, or may 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. No Additional Obligation. The Parties acknowledge and agree that the Village is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant or with any vendor solicited or recommended by the Consultant.

H. Village Council Authority. Notwithstanding any provision of this Agreement, any negotiations or agreements with, or representations by the Consultant to, vendors shall be subject to the approval of the Village Council. For purposes of this Section 7.H, "vendors" shall mean entities engaged in subcontracts for the provision of additional services directly to the Village. The Village shall not be liable to any vendor or third party for any agreements made by the Consultant without the knowledge and approval of the Village Council.

I. Mutual Cooperation. The Village agrees to cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with such non-confidential information that the Village may have that may be relevant and helpful to the Consultant's performance of the Services. The Consultant agrees to cooperate with the Village in the performance and completion of the Services and with any other consultants engaged by the Village.

J. News Releases. The Consultant shall not issue any news releases, advertisements, or other public statements regarding the Services without the prior written consent of the Village Manager.

K. Ownership. Designs, drawings, plans, specifications, photos, reports, information, observations, calculations, notes, and any other documents, data, or information, in any form, prepared, collected, or received from the Village by the Consultant in connection with any or all of the Services to be performed under this Agreement ("***Documents***") shall be and remain the exclusive property of the Village. At the Village's request, or upon termination of this Agreement, the Consultant shall cause the Documents to be promptly delivered to the Village. Notwithstanding the foregoing, in no event shall Village acquire any ownership in any property developed or acquired by Consultant independently of Consultant's performance under this Agreement.

L. GIS Data. The Village has developed digital map information through Geographic Information Systems Technology ("***GIS Data***") concerning the real property located

within the Village. If requested to do so by the Consultant, the Village agrees to supply the Consultant with a digital copy of the GIS Data, subject to the following conditions:

1. Limited Access to GIS Data. The GIS Data provided by the Village shall be limited to the scope of the Services that the Consultant is to provide for the Village;

2. Purpose of GIS Data. The Consultant shall limit its use of the GIS Data to its intended purpose of furtherance of the Services; and

3. Agreement with Respect to GIS Data. The Consultant does hereby acknowledge and agree that:

a. Trade Secrets of the Village. The GIS Data constitutes proprietary materials and trade secrets of the Village, and shall remain the property of the Village;

b. Consent of Village Required. The Consultant will not provide or make available the GIS Data in any form to anyone without the prior written consent of the Village Manager;

c. Supply to Village. At the request of the Village, the Consultant shall supply the Village with any and all information that may have been developed by the Consultant based on the GIS Data;

d. No Guarantee of Accuracy. The Village makes no guarantee as to the accuracy, completeness, or suitability of the GIS Data in regard to the Consultant's intended use thereof; and

e. Discontinuation of Use. At such time as the Services have been completed to the satisfaction of the Village, the Consultant shall cease its use of the GIS Data for any purpose whatsoever, and remove the GIS Data from all of the Consultant's databases, files, and records; and, upon request, an authorized representative of the Village shall be afforded sufficient access to the Consultant's premises and data processing equipment to verify compliance by the Consultant with this Section 7.L.3.e.

SECTION 8. GENERAL PROVISIONS.

A. **Amendment.** No amendment or modification to this Agreement shall be effective until it is reduced to writing and approved and executed by the Village and the Consultant in accordance with all applicable statutory procedures.

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

C. **Binding Effect.** The terms of this Agreement shall bind and inure to the benefit of the Village, the Consultant, and their agents, successors, and assigns.

D. 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) four business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section 8.D, each party shall have the right to change the address or the addressee, or both, for all future notices and communications to the other party, but no notice of a change of addressee or address shall be effective until actually received.

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

With a copy to:

Holland & Knight LLP
131 S. Dearborn, 30th Floor
Chicago, Illinois 60603
Attention: Peter M. Friedman

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

With a copy to:

E. 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.

F. Provisions Severable. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

G. Time. Time is of the essence in the performance of all terms and provisions of this Agreement. Notwithstanding the foregoing, in no event shall Consultant be liable or otherwise responsible for any delay in performance caused by a prior delay or lack of timely communication on the part of Village.

H. Calendar Days and Time. Unless otherwise provided in this Agreement, any reference in this Agreement to "day" or "days" shall mean calendar days and not business days. If the date for giving of any notice required to be given, or the performance of any obligation, under this Agreement falls on a Saturday, Sunday, or federal holiday, then the notice or obligation may be given or performed on the next business day after that Saturday, Sunday, or federal holiday.

I. Governing Laws. This Agreement shall be governed by, construed and enforced in accordance with the internal laws, but not the conflicts of laws rules, of the State of Illinois.

J. Authority to Execute.

1. **The Village.** The Village hereby warrants and represents to the Consultant that the persons executing this Agreement on its behalf have been properly authorized to do so by its corporate authorities.

2. **The Consultant.** The Consultant hereby warrants and represents to the Village that the persons executing this Agreement on its behalf have the full and complete right, power, and authority to enter into this Agreement and to agree to the terms, provisions, and conditions set forth in this Agreement and that all legal actions needed to authorize the execution, delivery, and performance of this Agreement have been taken.

K. Entire Agreement. This Agreement constitutes the entire agreement between the parties to this Agreement and supersedes all prior agreements and negotiations between the parties, whether written or oral, relating to the subject matter of this Agreement.

L. 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.

M. Consents. Unless otherwise provided in this Agreement, whenever the consent, permission, authorization, approval, acknowledgement, or similar indication of assent of any party to this Agreement, or of any duly authorized officer, employee, agent, or representative of any party to this Agreement, is required in this Agreement, the consent, permission, authorization, approval, acknowledgement, or similar indication of assent shall be in writing.

N. Grammatical Usage and Construction. In construing this Agreement, pronouns include all genders and the plural includes the singular and vice versa.

O. Interpretation. This Agreement shall be construed without regard to the identity of the party who drafted the various provisions of this Agreement. Moreover, each and every provision of this Agreement shall be construed as though all parties to this Agreement participated equally in the drafting of this Agreement. As a result of the foregoing, any rule or construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.

P. Headings. The headings, titles, and captions in this Agreement have been inserted only for convenience and in no way define, limit, extend, or describe the scope or intent of this Agreement.

Q. Exhibits. Exhibits A through ____ attached to this Agreement are, by this reference, incorporated in and made a part of this Agreement. In the event of a conflict between an Exhibit and the text of this Agreement, the text of this Agreement shall control.

R. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other rights, remedies, and benefits allowed by law.

S. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have executed this Agreement this _____ day of _____, 20__.

ATTEST:

VILLAGE OF WINNETKA

By: _____
Village Clerk

By: _____
Village Manager

ATTEST:

CONSULTANT

By: _____

By: _____

Title: _____

Its: _____

EXHIBIT B

PROPOSAL

[TO BE PREPARED BY CONSULTANT AND ACCEPTABLE TO VILLAGE]

[SHALL INCLUDE SCHEDULE]

CIVICENGAGE®

Winnetka, Illinois

Website Redesign

Presented by | Theresa Thomas, CivicEngage Account Executive



July 5, 2019

302 South 4th Street, Suite 500
Manhattan, Kansas 66502
888-228-2233



Village of Winnetka
Attention: Josie Clark
510 Green Bay Road
Winnetka, IL 60093

RE: Website Redesign - RFP #109-004

Dear Ms. Clark:

Today's society expects instant access to news, answers, and communication and making your government work better can be a challenge when you don't have the tools and resources to get the job done right. As your partner, that's where CivicPlus can help. We are passionate about our mission to help make local government better. You won't simply be getting a website, you'll also obtain the tools to build a trusted and long-term relationship between you and your citizens.

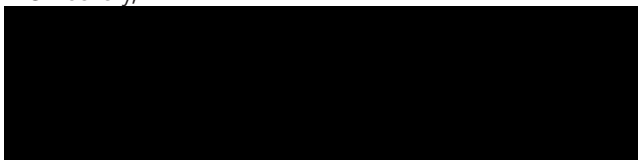
Winnetka is unique, and your website should be too! We will help you implement a website that represents your values and meets your specific needs and goals. By partnering with CivicPlus, you'll receive:

- Responsive design that is available to your citizens from anywhere on any device
- 40+ modules with all of the features and functionality you need
- Guaranteed redesign after five years of service to keep your website fresh and innovative
- Hands-on migration of existing content by our team of experts
- 24/7/365 support with secure hosting and maintenance
- 100% satisfaction with your new website

Your new site will be developed on the most robust and flexible content management system (CMS) available. Our CivicEngage CMS is an easy-to-use suite of cloud-based tools built specifically for local government. You'll be able to inform and empower your citizens and staff in more efficient ways. Easier for you, easier for them.

We encourage you to contact the references included and discover what their experiences are working with CivicPlus. A Winnetka and CivicPlus partnership will save you time and money with a website for your community to find what they need, when they need it.

Sincerely,



Theresa Thomas
CivicEngage Account Executive
thomas@civicplus.com
Direct Line 262-497-9333

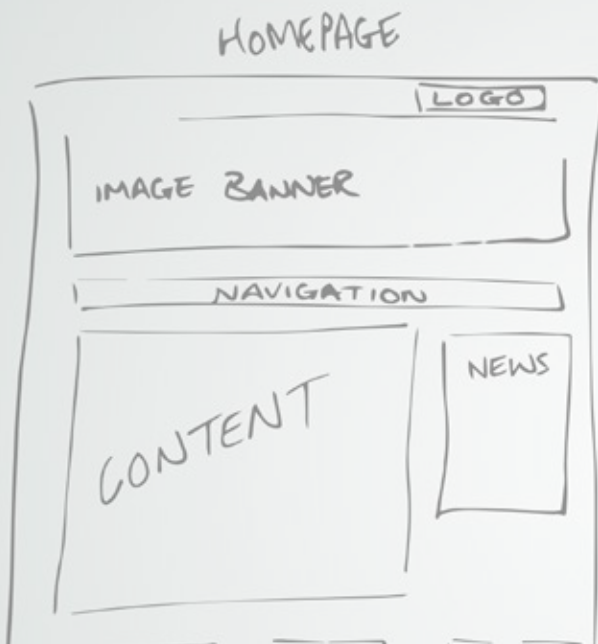


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Overview & History



20+

years of experience
with a focus to help
local governments

300+

employees, many with
experience in local
government

3,500+

local government clients
across the United States
and Canada



[8-time Inc. 5000 Honoree](#)



www.govtech.com/100

CivicPlus is the integrated technology platform for local government, delivering superior local government web technology, including website design & content management, human resources efficiency, mass notification communication tools, parks & recreation management functionality, and agenda & meeting management solutions.

CivicPlus began in 1994 when our founder Ward Morgan decided to focus on helping local governments work better and engage their citizens through their web environment. CivicPlus continues to implement new technologies and services to maintain the highest standards of excellence and efficiency for our clients. Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a world leader in government web technology. We consider it a privilege to partner with our clients and provide them with solutions that will serve their needs today and well into the future.

Company & Contact Information

Contact Information

Theresa Thomas
CivicEngage Account Executive
thomas@civicplus.com
262-497-9333

Company Website
www.CivicPlus.com

Primary Office

302 S. 4th Street, Suite 500
Manhattan, KS 66502
Toll Free: 888-228-2233
Fax: 785-587-8951

Legal Name
CivicPlus, LLC

Legal Information

Converted in State of Kansas,
January 2019
f/k/a CivicPlus, Inc. Incorporated
State of Kansas, June 1998

Project Manager & Engagement Staff



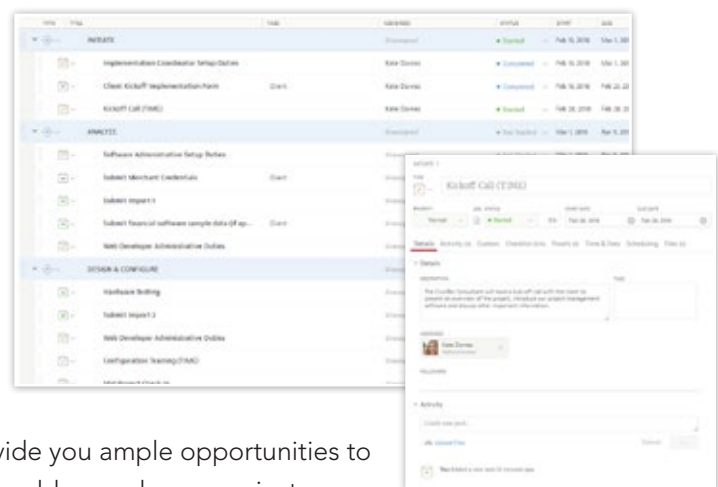
From project management to design and development to training and support, a dedicated project team will assist you throughout the development process to ensure your project's success and your complete satisfaction. Your individual, dedicated team members will be determined just prior to kickoff so we can be sure they will be available to begin your project immediately and work directly with you throughout the entire process. This ensures we deliver the attention and effort you need and deserve to create a website that achieves your vision of success.

- **Project Manager** – Provides communication, establishes project plan, schedules project resources, facilitates project tasks, ensures requirements are met according to scope
- **Consultant** – Examines current state, recommends solutions to challenges, provides actionable steps for implementation
- **Art Director** – Establishes vision for website design, collaborates with graphic design team to create website design to meet your needs, coordinates design application to functioning website
- **Web Content Specialist** – Guides content development process, ensuring application of best practices for usability and accessibility
- **Trainer** – Educates your team to use the CivicEngage content management system, demonstrates effective use of tools and functionality

Communication Venues

Communication between you and your CivicEngage team will be mostly through email and Mavenlink, with some phone calls and virtual meetings to enhance your experience. Mavenlink is our project management software, which offers task management with a multi-level work breakdown structure, Gantt Chart-based project plan, and a focused communication channel.

- Centralized project communication and task management tools are located in a cloud-based project workspace.
- Conversations are linked to files and tasks for easy reference.
- Tasks, deliverables and milestones are aligned to your specific scope of work.



The tools available through Mavenlink combined with regular check-ins with your Project Manager provide you ample opportunities to quickly and efficiently review your project, check deliverables, and communicate any positive feedback or concerns.

Project Leaders

Our expert project leaders will coordinate qualified specialists who will work directly with you throughout your project development and beyond. Your project manager will be assigned upon contract signing.



Nick Scherzer – Solutions Director of Citizen Engagement Services

Nick manages the product strategy and overall vision for CivicEngage to keep our CivicEngage products evolving and positioned for future expansions. His team of solution managers, accessibility specialists, web developers, and other professionals assist our clients daily with their web environments.



Adam Block – Director of CivicEngage Implementation

Adam oversees the teams responsible for creating your CivicEngage website to ensure you are satisfied with your end product and implementation experience. This includes our implementation team managers, project managers, art directors, web content specialists, and resource teams.



Katrina Lewison – Director of Professional Services

Katrina oversees the CivicPlus operational teams to guarantee a comprehensive and coordinated experience for multi-product implementations – CivicEngage, CivicHR, CivicReady, CivicRec, CivicClerk, and CP Connect.



Jeremy Wilson – Manager of Client Success

Upon launch of your website to the public, Jeremy will assign a Client Success Manager to your account. Your dedicated Client Success Manager will partner with you to create an ongoing strategy to better engage your citizens by utilizing the tools and products that CivicPlus has to offer.



Constance Cooke – Director of Technical Support

Constance manages the technical support team for all CivicPlus products. This team operates on a three-tier, product-specific escalation process to report technical issues to the products development team and works hand-in-hand with our Help Center to continually improve online assistance.



Jim Flynn – Director of Information Security and Infrastructure

Jim is a passionate advocate for Information Security and performs a critical role in aligning CivicPlus security strategy with the needs of clients like you. From data center operations to security and compliance, his team will ensure that your hosting and security needs are met.

Current Public Sector Clients



CivicPlus, headquartered in Manhattan, Kansas in the middle of the United States, has more than 300 staff members and continues to implement new technologies and services to maintain the highest standards of excellence and efficiency for our more than 3,500 clients with over 60,000 users and over 75 million visitors (and counting!).

References & Similar Implementations



Lake County, Illinois
www.lakecountyil.gov

Lisa Hancock, Multi Media Coordinator
847-377-2045 | LHancock@lakecountyil.gov



Glen Ellyn, Illinois
www.glenellyn.org

Megan Plahm, Communications Coordinator
630-547-5204 | mplahm@glenellyn.org



Aurora, Illinois
www.aurora-il.org

Clayton Muhammad, Communications Director
630-256-3361 | cmuhammad@aurora-il.org



Similar Implementation

Frederick, Colorado is a tight-knit community situated on the beautiful front range of the Colorado Rocky Mountains. This historically small town is growing rapidly, adding approximately 1,000 new residents to its community each year. This growth is redefining Frederick's citizen demographic, producing a population with wide-ranging needs and expectations for its civic leaders. The community is now comprised of citizens with generations of family ties to the town, as well as young families who have newly migrated to Frederick due to the affordable, upscale lifestyle that residence in the town affords.

According to Cindy Kamigaki, Enterprise Technology Systems (ETS) Manager at the Town of Frederick, the town's proximity to both Fort Collins and Denver has made it an appealing home to many of its new residents.



"We have many young families who are moving here because of the lifestyle Frederick can provide to them," said Kamigaki.

"Frederick is affordable, conveniently located, and we have a great school system. We also have citizens who have lived here their whole lives, whose parents and grandparents lived here in Frederick, and who have strong ties to our mining history."

The forward-thinking vision of the government leaders at Frederick, Colorado is to bridge the gap between the two demographics—the longstanding citizens and the new additions—and bring solutions that make every resident truly feel at home

within the town. To help accomplish its evolving goals, Frederick's website administration team turned to its civic engagement partners at CivicPlus to help it redesign its CivicEngage website and implement updates that would further meet the needs of its evolving citizen population.

Client: Frederick, CO

Population: 12,154

Product: CivicEngage

Key to Project: CMS,
Mobile Responsiveness

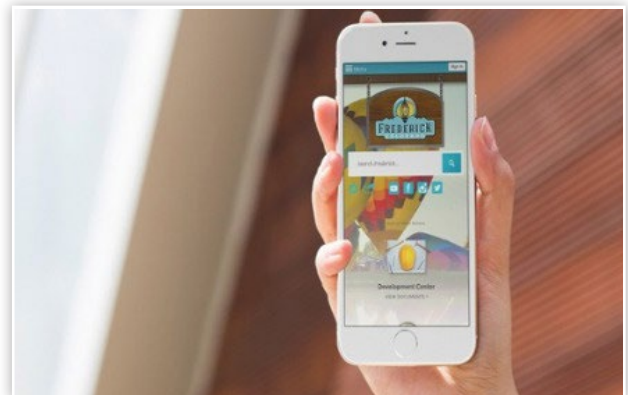
Before CivicEngage

Frederick, Colorado first transitioned to CivicEngage in 2012. According to Kamigaki, the goal of the initial transition was to migrate to an easily manageable, and flexible website content management system (CMS), and to design a website that reflected the unique culture of Frederick.

“Our previous website was very hard to use on the backend,” said Kamigaki. “And it didn’t reflect our community. The first time we redesigned with CivicPlus we were so happy with the style that the team brought to the graphic design of our site. The new site truly reflected who we are as a community.”

The CivicEngage Redesign

In January of 2016, the Town of Frederick worked with CivicPlus to redesign its website as part of its commitment to its citizens to continually evolve the website as the community and its needs evolved and changed. “The main focus for the redesign was to make our website mobile friendly,” said Kamigaki. “The data analytics we received from our CivicPlus account manager proved that about half of our citizens were accessing our website from their mobile phones, and we wanted them to have a positive experience using the site no matter where they are in our community.”



After the CivicEngage Redesign

While the goal of Frederick’s redesign was primarily to mobile optimize the website, the administrative team benefited from the migration to CivicEngage’s latest platform, which offers even more customization capabilities managed through its intuitive administrative interface.

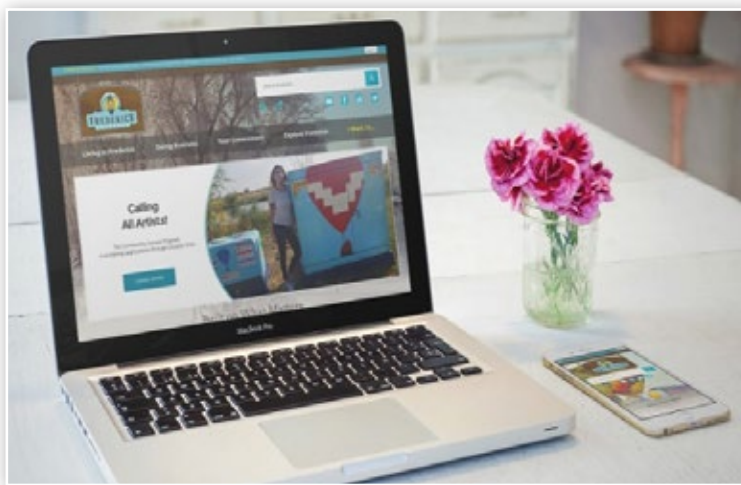
“The new site is so customizable. Now we can easily update the homepage’s background photos to promote the latest happenings. The background photos are the main element of our new graphic design and allow us to celebrate events, promote new programs, reflect what is going on in our community, and truly make our website a reflection of our town”

~Megan Williams, Community Relations Manager

Kamigaki and Megan Williams, Community Relations Manager at the Town of Frederick, are also now taking advantage of the CivicEngage Spotlight module to highlight specific topics of community interest and share weekly and monthly updates. According to Williams, the spotlight features have been well received by citizens.

"They've allowed us to dig deep into the topics that are important to our citizens and put them right on the front page of our website."

Because of the ease of use of the new CMS tools, updating the website has led to more traffic on the website. "All of the feedback that we have received from our citizens so far has been positive," said Williams. "Our residents are enjoying the new features, and because the site is so easy to update, we're able to keep content fresh, which is a huge reason why we receive so many compliments. Our citizens now tell us that our website is intuitive. The number of citizen walk-ins we receive has gone down, which proves to us that our citizens are able to find the information they need online."



Looking to the Future

As it continues to leverage the tools available from its CivicEngage website to meet the evolving needs of its evolving citizen population, the administrative team at Frederick, Colorado is looking to keep one thing constant—its partnership with CivicPlus.

"The functionality for the price, I don't think is matched anywhere else," said Kamigaki. "Our CivicPlus account manager is fabulous. We continue to be impressed by the level of customer service we continue to receive. It's that personalized customer service that keeps us partnering with CivicPlus. Even if another company could match CivicPlus in price, it's the service and relationship we've built that keeps us a continual CivicPlus customer."

"I know other municipalities that use a separate CRM system to track citizen requests. For us, the functionality is built right in to our CivicEngage website. What I continue to tell people is that we love working with CivicPlus because you receive so much functionality for the price."

~Cindy Kamigaki, ETS Manager



Similar Implementation

Gulf Shores is accustomed to wearing two hats. On the one hand, it's a small, tight-knit community known for its Southern hospitality and family-friendly atmosphere. On the other, it's home to some of the most beautiful beaches in the U.S. that attract hundreds of thousands of tourists each year. But all of this was jeopardized when Gulf Shores became one of the most affected areas of the 2010 Deepwater Horizon oil spill.

Instead of folding, however, the City of Gulf Shores saw an opportunity to tell millions of people about their community and its determination to be better than ever. Their website became one way to convey and spread that message.

Before CivicEngage

Residents and municipal staff often found themselves frustrated with the lack of updated resources on the previous city website. But without a user-friendly content management system, it was nearly impossible for staff to keep information dynamic and fresh. Looking to rebrand and revitalize the community, the City of Gulf Shores knew it needed a site that was not only visually enticing, but also highly functional.



After the CivicEngage Redesign

Today, visitors to the City of Gulf Shores' website are greeted by gorgeous images of local scenery, reinforcing the city's pride in its pristine beaches. More importantly though, residents now have the resources and services they're looking for right at their fingertips. And because individual departments are able to easily and consistently update their pages, citizens can trust that the website contains only the most accurate, relevant information. With web traffic continually growing, the City of Gulf Shores knows that residents and visitors alike are actually using the site in meaningful ways. Whether its better serving its public, or showcasing the true spirit and beauty of Gulf Shores, the city's website is allowing local government to exceed expectations.

Client: Gulf Shores, AL

Population: 11,689

Product: CivicEngage

Key to Project: CMS



Similar Implementation

Client: Oskaloosa, IA

Population: 11,523

Product: CivicEngage

Key to Project:
CMS, Specialized
Content Features

At first glance, Oskaloosa may seem like your typical small Midwestern town, but in their case, appearances can definitely be deceiving. The city is headquarters for some major companies, including Musco Lighting, which not only services events around the world, but also provided lighting for Ground Zero during rescue efforts after the September 11 attacks. To represent their anything-but-ordinary community, the City of Oskaloosa needed a website that also defied expectations.

Before CivicEngage

Previously, the city had a basic point-and-click website that offered no interactive component for residents. Very few forms or services were provided online, and with only one staff member having the ability to update the site, keeping content fresh and relevant was challenging. When looking for a new solution, the City of Oskaloosa knew they wanted to bring their website into the 21st century, and give citizens a more useful and engaging online platform.



After CivicPlus

With their CivicPlus site, the City of Oskaloosa not only has an online presence that looks professional and reflects their culture, but more importantly, enables them to serve their citizens better. The ability to access a wealth of information quickly and easily means fewer frustrated residents and less time on the phone at city hall. Notifications and alerts on things like snow emergencies and burn bans are delivered directly and instantaneously to residents, helping them stay informed and take appropriate action. By integrating social media within their site, the city is working on reaching their younger population and getting them more involved and invested in local matters. Using their website to educate and engage their public, the City of Oskaloosa is moving forward in an exciting direction.

By providing resources online, we can adapt to the different needs of our community. With our website, we're really able to allow residents to gain knowledge about our city; the more knowledge they gain, the more invested they become in the community and the more they take part in things like council meetings or local projects. The only way you're going to become more involved in your community is to know what's actually going on, and I think our website really provides that opportunity for our residents.

— Dylan Mulfinger, Management Analyst

Anticipated Tasks



CivicEngage will have multiple points of approval throughout the website development process to ensure the project remains on track and in alignment with your vision. The following represents a general division of tasks and project development between you and your CivicPlus project team. A more customized and complete list will be provided to you at your Kickoff Meeting. A step by step workflow, specific to Winnetka, can be provided at that time.

CivicPlus Will:	What We Need from You
Conduct Kickoff Meeting to introduce team, detail development process, and reveal tools and resources	Gather photos and logos that will be used in the overall branding and design of your new website
Provide a customized and comprehensive project timeline	Provide website statistics to be utilized in reorganizing your website content, navigation, and design
Conduct CivicAdvise Consulting Engagement	Complete the Design Form to communicate design preferences
Conduct Design Discovery Meeting to discuss homepage layout based on flexible layout options and advanced design components	Provide technical information in the DNS form for the setup of your website domain name(s)
Content Process Meeting to detail content development process	Perform reviews and provide official approvals throughout the project
Provide a responsive design prototype incorporating chosen layout with colors and imagery	Update the content on your current website and delete any pages you no longer need
Migrate agreed upon number of pages of content (including text, documents, and images) to new website	Track website updates to be completed during your training session
Complete production website with approved design and migrated content	Ensure you have the most up-to-date web browsers installed on your organization's computers
Conduct CivicTraining Engagement for administrators and users	Compile a list of your website users and desired permission levels
Make necessary changes as directed to the production website	Reserve training location and necessary resources (computers, conference phone, etc.)
Launch website to the public	

Fee Sheet



All quotes are priced per project and presented in US dollars. Pricing is valid for 60 days from July 5, 2019.

Website Implementation	
CivicEngage CMS	■ CMS tools, widgets, and features plus: ■ Forms Module ■ Notify Me with 50,000 messages annually ■ CRT with 3 user licenses ■ One SSL certificate ■ 100 GB of Storage
Design & Content	■ One website layout built using available flexible layout options ■ One custom website design built using approved layout and up to one advanced design component ■ One additional homepage layout ■ 225 pages Content Development (migration & enhancement) ■ Up to 100 meetings worth of Agendas and Minutes PDF/DOC Migration ■ Five-year premium website redesign
Professional Consulting & Training Services	■ On-Site Kickoff Meeting ■ Two days on-site CivicTraining (limit 12 attendees/session) (travel included) ■ Two days on-site CivicAdvise Consulting (travel included) (Includes consulting and stakeholder and user focus groups)
Annual Services	
Hosting, Maintenance, & Support	■ Hosting and security ■ Software maintenance including service patches and system enhancements ■ Technical support including 24/7 emergency services and the CivicPlus Help Center ■ Dedicated Client Success Manager ■ Annual Services are subject to a cumulative annual 5% technology fee increase beginning Year 3 and beyond

One Time Costs \$25,982.69

Recurring Costs \$3,957.86

Total Investment – Year 1 \$29,940.55

Annual Services (Beginning Year 2) \$3,957.86

CivicPlus Project Pricing & Invoicing

CivicPlus has endeavored to meet Winnetka's needs and expectations for your newly designed website based on the information provided. This investment proposal is subject to change should additional functionality, custom development, security, escrow requirements, or other design or project enhancements, outside of the included scope, are added prior to contract signing.

CivicPlus prices on a per-project, all-inclusive basis. This type of pricing structure eliminates surprise costs, the uncertainty of paying by the hour, and is overall more cost effective for our clients. It provides you with a price based on the products and features listed in this proposal that only varies if additional functionality of work, outside of the original project scope, is requested. We understand that local governments must look beyond just functionality and that multiple factors come into play when determining which vendor can meet not only your functional needs, but also your budgetary needs. CivicPlus offers:

- **Standard CivicEngage Invoicing** – 30% of your Total Investment – Year 1 fees will be due at contract signing and the remaining 70% will be due at completion of implementation or at the six-month mark in the implementation process – whichever date is earlier.
- **CPA Invoicing** – The CivicPlus Advantage (CPA) provides zero interest, level payments that divides the Year 1 expense of your project over the first three years of your contract. Each payment also includes your Annual Hosting/Maintenance Services and any technology fees if applicable. This option may not be available with all products offered by CivicPlus.
- **Customized Billing/Invoicing** – Although not available with all products offered by CivicPlus, we will be happy to discuss other billing options with you prior to contract signing and, if feasible, develop a plan that works for both of us. Please contact your sales representative for details.
- **Annual Services** – The annual fee for your first year is included with your Total Investment – Year 1 fees. Subsequent annual invoicing occurs on the anniversary of the contract signing date, subject to a 5% technology fee uplift each year starting in Year 3 of your contract.
- **CP Pay Merchant Account** – CP Pay Merchant will collect and disburse all credit card monies. CP Pay will assess a percentage + transaction fee (3% + \$0.30 per transaction). In addition, merchant account fees apply and will be paid directly to OpenEdge. These are separate from your Annual Services.

CivicPlus wants our clients to succeed in delivering a viable, sustainable, and flexible web environment for their communities and we will work with you prior to contract signing to determine which of our billing processes will meet both your needs for budget planning and our accounting processes.

Right to Negotiate

A successful project begins with a contract that meets the needs of both parties. If awarded the project, CivicPlus respectfully reserves the right to negotiate the contractual terms, obligations, and covenants. We look forward to developing a mutually beneficial contract with Winnetka.

Timeline



Project Timeline

Design creation, content development, professional consulting, configuration for usability and accessibility, dedicated training – CivicPlus delivers all of this and more during the development of your new website.

A typical project timeline ranges from 16 – 28 weeks. An exact project timeline will be created based on detailed project scope, project enhancements purchased, availability for meeting coordination, action item return and completion, approval dates, and other factors.

Your project timeline, tasks, due dates, and communication will be managed and available in real-time via Mavenlink project management software.



Phase 1: Initiate

Project Kickoff

During this initial meeting, your Project Manager will perform introductions, detail deliverables needed, provide a high-level overview of the development process, and introduce tools and resources used to manage your project.

Planning & Scheduling

Your Project Manager will create a comprehensive project timeline based on the project scope and your specific needs.

Phase 2: Analyze

Client Deliverables

You will be responsible for submitting deliverables as outlined:

- Photos for Design
- Logo(s)/Branding Material(s)
- Design Discovery Form
- DNS Form



Implementation Consulting

This engagement is designed to dig into existing content and communicate best practices for an enterprise-wide website project process. We will work with your team to review stakeholders' overarching project goals, capture the core project team's vision for website design & content, and give department-level web editors input on their content. A successful website is one where the end user can find information quickly and navigate through the website fluidly. That success is dependent on the planning that goes into the content and navigation, before the new site is launched. The outcome of this step is to have a solid plan for content – what stays and what goes – and a conceptual design to work in tandem with content to highlight your key constituent services.

Who is involved? Core project team plus, department website content editors, and key services stakeholders.

Objectives:

- **Review project goals.** Get department-level content editors aligned with the core project team's design & content goals and project priorities.
- **Plan department content priorities.** Outline responsibilities for department-level website editors in examining, cleaning up, or eliminating unnecessary content prior to a website migration.
- **Perform a content audit.** Work with department-level content editors to review and eliminate unnecessary content. Give best practices on how to write, edit, or rewrite existing content.
- **Establish global navigation components.** Discuss essential content and establish a top-level navigation to get priority information front and center for end users.
- **Identify website modules to replace or integrate with applications.** Explore how to simplify current tools or applications either by integration into or replacement by the website.
- **Uncover functional level similarities.** Meet in groups who have similar functionality to discuss pain points and process flows and outline how the website can assist in making job functions more efficient and effective.

Design Discovery Meeting

Your Project Manager and Art Director will meet with you to discuss design preferences and establish design structure from flexible layout options.

Content Process Meeting

Meet with your Project Manager and Web Content Specialist to detail our content development process.

Citizen Survey

Deploy a constituent and/or employee survey from end users and better understand their needs. Let them tell you where you're falling short and where they hope you establish areas for improvement or future development. We will design, launch, and analyze a survey for your team.

Focus Groups

Hear directly from constituents and/or employees. Conduct focus groups to understand what users want to see on their government website. Our consultants will conduct three (3) on-site focus groups and will deliver a recommendation report.



Phase 3: Design & Configure

Design Concept Development

You'll have the chance to review a responsive, functioning design concept prototype in an actual production environment. You will have the opportunity to evaluate the presented design concept and collaborate with your Project Team on any feedback and then final approval.

Content Development

Our Content Development team will migrate the agreed upon number of pages of content (including their text, documents, and images) from your current website to your new, CivicEngage website. Content will be enhanced for usability and accessibility, and we will organize your website pages to make them easy to navigate.

Website Completion

You will receive a completed production website featuring your approved design combined with the finished content.

Phase 4: Optimize

Website Finalization

Both the CivicEngage project team and you will prepare your website for launch. During this time, you will be able to make final adjustments to the content on your production site, as well as ensure overall satisfaction with your website.

Phase 5: Educate

Training Engagement

Our goal with your CivicTraining plan is to give your staff the skills and tools they need to quickly and easily keep your website current. Your Trainer will deliver virtual and on-site training sessions for both administrators and users. These sessions will be customized to equip your staff with the knowledge and comfort level needed to prepare your website for launch and maintain it in the future. The training session will utilize your production website, so users are familiar with your specific configuration and you get real, hands-on learning opportunities.

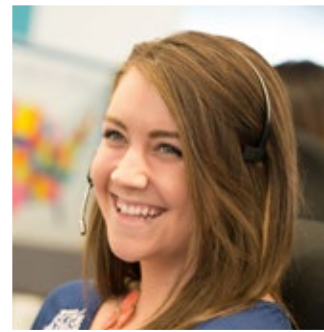
Phase 6: Launch

Website Launch

After final confirmation, your website will be made live and available to the public.



Security Features



CivicPlus protects your investment and takes hosting and security of our client sites seriously. Redundant power sources and internet access ensure consistent and stable connections. We invest over \$1.0M annually to enable us to adapt to the ever-changing security landscape while providing maximum availability.

You'll find that our extensive, industry-leading process and procedures for protecting and hosting your site is unparalleled. From our secure data center facilities to constant and vigilant monitoring and updating of your system, including 99.9% guaranteed up-time (excluding maintenance). If you experience a DDoS attack or threat, CivicPlus has mitigation and DDoS Advanced Security options available to you at the time of an event. Whatever your needs are we have an option that will be a fit for your community.

Hosting & Security Features

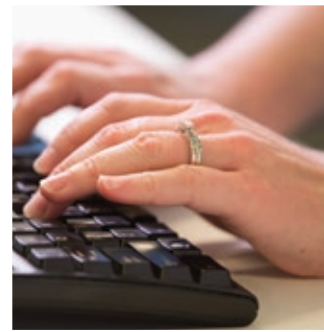
Data Center	Bandwidth
- Highly reliable data center & secure facility - Managed network infrastructure - On-site power backup & generators - Multiple telecom/network providers - Fully redundant network - System monitoring – 24/7/365	- Multiple network providers in place - Unlimited bandwidth usage for normal business operations (does not apply in the event of a cyber attack) - Burst bandwidth – 55 Gb/s
Hosting	
- Automated CivicEngage software updates - Server management & monitoring - Multi-tiered software architecture - Server software updates & security patches - Database server updates & security patches	- Antivirus management & updates - Server-class hardware from nationally recognized provider - Redundant firewall solutions - High performance SAN with N+2 reliability
Disaster Recovery	
- Emergency after-hours support, live agent (24/7) - On-line status monitor by Data Center - Event notification emails 8-hour guaranteed recovery TIME objective (RTO)	24-hour guaranteed recovery POINT objective (RPO) - Pre-emptive monitoring for disaster situations - Multiple, geographically diverse data centers
DDoS Mitigation	DDoS Advanced Security Coverage
- Defined DDoS Attack Process - Identify attack source and type - Monitor attack for threshold* engagement	Not Included. Additional coverage available at time of event. Additional fees will apply.

*THRESHOLDS: Traffic exceeds 25 Mb/s sustained for 2+ hours. Traffic over 1 Gb/s at any point during attack.

Protection Against Hacking Attacks

Monitoring and alerts are in place to detect any type of DDoS. A mass majority of attacks are just handled by the Data Center without customers being affected. Any attack that does affect clients is handled through our SOP's which includes the network operations and support teams working together to remedy the situation and communicate with clients. We will also work with authorities and share any logs necessary to assist the authorities. One specific example is a large county in Illinois that announced in the media the launching of their new website. We noticed, through our monitoring, a large spike in traffic. We notified the POC of the anomaly. We continued to watch their site and the traffic. The spikes never came near our burst bandwidth thresholds. After several hours of this, the traffic resumed to normal levels and nothing ever became of the attempt.

Traffic Analysis & User/System Response Times



Matomo Analytics

CivicPlus utilizes Matomo analytics for tracking purposes on our sites. Matomo is a complete web analytic package that displays reports regarding the geographic location of visits, the source of visits (i.e. whether they came from a website, directly, or something else), the technical capabilities of visitors (browser, screen size, operating system, etc.), what the visitors did (pages they viewed, actions they took, how they left), the time of visits and more. In addition to these reports, Matomo provides some other features that can help users analyze the data Matomo accumulates, such as:

- Annotations – the ability to save notes (such as one's analysis of data) and attach them to dates in the past.
- Transitions – allows one to see how visitors navigate a website, but different in that it only displays navigation information for one page at a time.
- Goals – the ability to set goals for actions it is desired for visitors to take (such as visiting a page or buying a product). Matomo will track how many visits result in those actions being taken.
- E-commerce – the ability to track if and how much people spend on a website.
- Page Overlay – a feature that displays analytics data overlaid on top of a website.
- Row Evolution – a feature that displays how metrics change over time within a report.
- Custom Variables – the ability to attach data, like a user name, to visit data.

Matomo also provides features that are not directly related to analyzing web traffic, including:

- Privacy Options – the ability to anonymize IP addresses, purge tracking data regularly (but not report data), opt-out support, and Do Not Track support.
- Scheduled Reports – reports sent regularly by e-mail or text message.
- Log Importing – a script is also provided that imports data from web server logs.
- API – every report is accessible through a web API as well as almost every administrative function. Programs can be created to use this API.
- Mobile App – a free mobile app is provided so users can access their analytics data on their phone.

Response Times

Due to the nature of computers and the Internet, response times are not guaranteed and can fluctuate. The following are our site average response times:

- Home page response time average with LiveEdit on: 8 seconds (for pages up to 3MB page)
- Home page response time average with LiveEdit off: 3 seconds (for pages up to 3MB page)
- Interior page response time average with LiveEdit off: 3 seconds (for pages up to 650KB page)
- Back-end Module average response times: 6 seconds (for pages up to 1MB page)
- Admin home page average response time: 3 seconds (for pages up to 1MB page)

This is not an indicator of site performance, but rather average response times for pages of these sizes. If a site is not performing with our service level agreements, our dedicated support team is available to troubleshoot to find a resolution.

ADA Requirements



ADA Section 508 Compliance

We provide highly compliant sites based on WCAG 2.0 A and AA guidelines, which encompass and surpass ADA accessibility requirements. Our focus is to provide a high degree of compliance with WCAG 2.0 A and AA, which maximizes accessibility for all users while providing freedom to create a visually rich and appealing site.

Our approach for each website includes the following steps to provide you a compliant and accessible website:

- We will deliver you a site that meets ADA (Section 508) and WCAG 2.0 A and AA levels.
- Our trainers will use CivicPlus best practices to teach your staff to keep your content and design elements accessible and up-to-date with the latest ADA/WCAG standards.
- Any new regulations that require code changes are done automatically for you and we perform code changes quarterly with no additional effort required from you.
- Our product team closely follows changes in regulations and updates our best practices as well as provides regular updates to clients via our CivicPlus website, blog articles, webinars, and other publications.

We will deliver a compliant website and training to provide you some tools that will help you maintain compliance after launch including:

- **Accessibility Checker** – scans content in the editor widget, NewsFlash, and FAQs for any accessibility issues so you can correct them before publishing.
- **Accessibility Checklist** – assists in reviews of your site's design and content.
- **Best Practices** – helps your team take personal responsibility and accountability for your web pages.
- **Ongoing Scans** – we think it is a best practice to occasionally scan your site to check ongoing compliance.

AudioEye Partnership

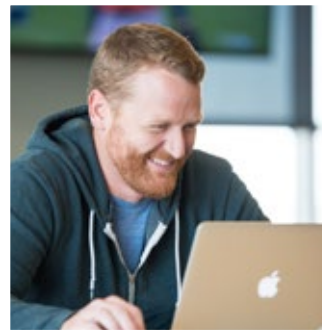
CivicPlus also partners with AudioEye to provide a suite of accessibility tools and services at a discounted rate to our clients. Additional details and a quote can be provided upon request.

Hardware/Equipment



The CivicEngage CMS is a cloud-based solution. No hardware, installation of programs, or software are needed, meaning you and your staff can update the site from an Internet connection or platform (Mac or PC) at any time.

Training



ON-SITE

CivicPlus Trainers will work with your staff (in groups of 8 - 12 per session) face-to-face to provide the necessary knowledge and tools to maintain the new Civic Engage website. Work sessions will be incorporated into the training to ensure your staff is getting the hands on needed to reinforce the learning and make it stick. As an added benefit, they will work on real content, which means you will be that much closer to the end goal by the end of training!

OUTCOME

A fully trained staff that can manage their own sections of the site. Users will leave training proficient in best practices and module usage, as well as how to use widgets and edit their web pages.

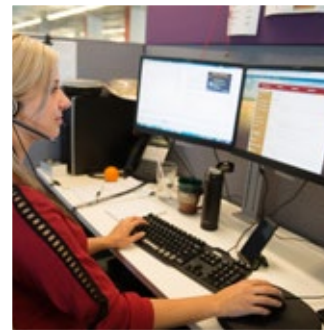
ACTIONS

Pages Live Edit – You will become familiar with our unique front-end editing tools and our dynamic widgets. Learn how to change navigation, edit content, add and remove pages, and how to set up content.

Modules – Your CivicPlus Subject Matter Expert will introduce you to all of the modules included in your CivicEngage platform. All stakeholders will not only learn how to use the module, but how to use it to accomplish the common tasks they do most frequently on the website, but how to do it efficiently.

Admin Tools – All site tools, analytics, permissions, user management, and enterprise level settings will be taught in a special session with Admins and reinforced throughout the engagement.

Ongoing Service & Support



Around-the-Clock Service & Support

With technology, unlimited support is crucial. Our live support personnel based in the United States are ready to answer your staff members' questions and ensure their confidence. When you choose CivicPlus, our knowledgeable staff is available from 7 a.m. to 7 p.m. (CST) to field your calls, emails, and live chat. Emergency services are available free of charge after regular hours with our on-call staff 24-hours a day.

CivicPlus is also proactive in identifying any potential system issues. Through regularly scheduled reviews of site logs, error messages, servers, router activity, and the internet in general, our personnel often identify and correct issues before they ever affect our clients' websites.

Technical Support

- Dedicated support personnel available 7 a.m. – 7 p.m. (CST) Monday – Friday (excluding holidays)
- 4-hour response during normal hours
- 24/7 emergency support

Maintenance

- Full backups performed daily
- Regularly scheduled upgrades, including fixes and other enhancements, and OS system patches

In February of 2019, CivicPlus Technical Support was presented with a Bronze Stevie® Award in the Front-Line Customer Service Team of the Year – Technology Industries category in the 13th annual Stevie Awards for Sales & Customer Service.

The Stevie Awards are the world's top honors for customer service, contact center, business development, and sales professionals.

www.civicplus.help - The CivicPlus Help Center

CivicPlus clients have 24/7 access to our online Help Center where users can review articles, user guides, FAQs, and can get tips on best practices. The Help Center also provides our release notes to keep you in the loop on upcoming enhancements and maintenance. The Community Forum allows your staff to interact with each other, send CivicPlus feedback and suggestions for future system enhancements, and view trending topics.

Continuing Partnership

CivicPlus has a dedicated Client Success team to help you implement the tools needed to successfully meet the level of community engagement that you desire. Upon website launch, you will have a dedicated member of this team to provide you with further information on how to utilize the tools in your new website. Your Client Success Manager will keep you informed of new CivicPlus products and ways to optimize your site.



Additional Information

VILLAGE OF WINNETKA COMPENSATION AND CLASSIFICATION EVALUATION

PROPOSER’S SWORN ACKNOWLEDGEMENT

Jeff Logan (“Deponent”), being first duly sworn on oath, deposes and states that the undersigned Proposer is organized as indicated below and that all statements herein made are made on behalf of such Proposer in support of its Proposal for the above Contract and that Deponent is authorized to make them.

Deponent also deposes and states that Proposer has carefully prepared, reviewed and checked its Proposal and that the statements contained in its Proposal and in this Acknowledgement are true and correct.

COMPLETE APPLICABLE SECTION ONLY

- Corporation** Please note: CivicPlus, LLC is a Limited Liability Company.

Proposer is a corporation that is organized and existing under the laws of the State of Kansas, that is qualified to do business in the State of Illinois, and that is operating under the legal name of CivicPlus, LLC.

The officers of the corporation are as follows:

<u>TITLE</u>	<u>NAME</u>	<u>ADDRESS</u>
President	<u>Brian Rempe</u>	<u>302 S. 4th St., Suite 500, Manhattan, KS 66502</u>
Vice President	<u>N/A</u>	<u></u>
Secretary	<u>Deb McNew</u>	<u>302 S. 4th St., Suite 500, Manhattan, KS 66502</u>
Treasurer	<u>N/A</u>	<u></u>

- Partnership**

Proposer is a partnership that is organized, existing and registered under the laws of the State of _____ pursuant to that certain Partnership Agreement dated as of _____, that is qualified to do business in the State of Illinois, and that is operating under the legal name of _____.

The general partners of the partnership are as follows:

APPENDIX A: ACKNOWLEDGEMENTS

NAME

ADDRESS

3. **Individual**

Proposer is an individual as follows:

Full name: _____

Residence address: _____

Business address: _____

If operating under a trade or assumed
name that name is: _____

4. **Joint Venture**

Proposer is a joint venture that is organized and existing under the laws of the State of _____ pursuant to that certain Joint Venture Agreement dated as of _____, that is qualified to do business in the State of Illinois, and that is operating under the legal name of _____.

The signatories to the aforesaid Joint Venture Agreement are as follows:

NAME (and ENTITY TYPE)

ADDRESS

_____()

_____()

_____()

[For each signatory, indicate type of entity (Corporation = "C"; Partnership = "P"; and Individual = "I") and provide, on separate sheets, the information required in Paragraph 1, 2, or 3 above, as applicable]

APPENDIX A: ACKNOWLEDGEMENTS

DATED: July 2, 2019.

Proposer

Attest

By: [REDACTED]

By: [REDACTED]

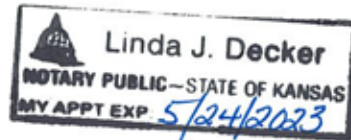
Title: Vice President of Sales

Title: Proposal Specialist

Subscribed and Sworn to before me on July 2, 2019.

[REDACTED]
Notary Public

My commission expires: May 24, 2023



VILLAGE OF WINNETKA COMPENSATION AND CLASSIFICATION EVALUATION

PROPOSER’S SWORN WORK HISTORY STATEMENT

Jeff Logan (“Deponent”), being first duly sworn on oath, deposes and states that all statements made in this Sworn Work History Statement are made on behalf of the undersigned Proposer in support of its Proposal for the above Contract and that Deponent is authorized to make them.

Deponent also deposes and states that Proposer has carefully prepared, reviewed and checked this Sworn Work History Statement and that the statements contained in this Sworn Work History Statement are true and correct.

IF NECESSARY FOR FULL DISCLOSURE, ADD SEPARATE SHEETS

**JOINT VENTURES MUST SUBMIT SEPARATE
SWORN WORK HISTORY STATEMENTS FOR THE JOINT VENTURE
AND FOR EACH SIGNATORY TO THE JOINT VENTURE AGREEMENT**

1. Nature of Business

State the nature of Bidder’s business: Software as a Service for local governement

2. Composition of Work

During the past three years, Proposer’s work has consisted of:

<u> </u> % Federal Forces	<u>100</u> % As Contractor	<u> </u> % Proposer’s
<u> </u> % Other Public	<u> </u> % As Subcontractor	<u> </u> % Subcontractors
<u> </u> % Private		<u> </u> % Materials

3. Years in Business

State the number of years that Proposer, under its current name and organization, has been continuously engaged in the aforesaid business: 20+ years

APPENDIX A: ACKNOWLEDGEMENTS

4. Predecessor Organizations

If Proposer has been in business under its current name and organization for less than five years, list any predecessor organizations:

<u>NAME</u>	<u>ADDRESS</u>	<u>YEARS</u>
_____	_____	_____
_____	_____	_____

5. Business Licenses

List all business licenses currently held by Proposer:

<u>ISSUING AGENCY</u>	<u>TYPE</u>	<u>NUMBER</u>	<u>EXPIRATION</u>
CivicPlus has numerous business licenses and would be happy to share this information upon specific request.			
_____	_____	_____	_____

6. Related Experience

List three projects most comparable to the Work completed by Proposer, or its predecessors, in the past five years:

	<u>PROJECT ONE</u>	<u>PROJECT TWO</u>	<u>PROJECT THREE</u>
Owner Name	<u>Lake County, IL</u>	<u>Glen Ellyn, IL</u>	<u>Aurora, IL</u>
Owner Address	_____ _____	_____ _____	_____ _____
Reference	<u>Lisa Hancock</u>	<u>Megan Plahm</u>	<u>Clayton Muhammad</u>
Telephone Number	<u>847-377-2045</u>	<u>630-547-5204</u>	<u>630-256-3361</u>
Type of Work	<u>Website redesign,</u> <u>content migration,</u> <u>training, hosting,</u> <u>on-going</u> <u>maintenance and</u> <u>support.</u>	<u>Website redesign,</u> <u>content migration,</u> <u>training, hosting,</u> <u>on-going</u> <u>maintenance and</u> <u>support.</u>	<u>Website redesign,</u> <u>content migration,</u> <u>training, hosting,</u> <u>on-going</u> <u>maintenance and</u> <u>support.</u>

APPENDIX A: ACKNOWLEDGEMENTS

	<u>PROJECT ONE</u>	<u>PROJECT TWO</u>	<u>PROJECT THREE</u>
Contractor (If Proposer was) (Subcontractor)	<u>CivicPlus</u> _____ _____	<u>CivicPlus</u> _____ _____	<u>CivicPlus</u> _____ _____
Amount of Contract	<u>Contract amounts can be released later in the RFP process and will be treated as confidential.</u>		
Date Completed	<u>Client since</u> <u>July 2015</u>	<u>Client since</u> <u>August 2018</u>	<u>Client since</u> <u>August 2016</u>

DATED: July 2, 2019.

Proposer

By: _____

Title: Vice President of Sales

Subscribed and Sworn to before me on _____

Notary Public

My commission expires:

May 24, 2023

Attest

By: _____

Title: Proposal Specialist

July 2, 2019.



CivicEngage CMS



The CivicEngage CMS is robust and flexible with all the features and functionality you need today and in the future. Developed for organizations that need to update their site frequently, CivicPlus provides a powerful government content management structure and website menu management system. The easy-to-use system allows non-technical employees to easily update any portion of your website with ease.

Each website begins with a unique design developed to meet your specific communication and marketing goals, while showcasing the individuality of your community. Features and capabilities are added and customized as necessary, and all content is organized in accordance with web usability standards.

User Interface

CivicEngage's intuitive interface empowers your staff in more efficient ways. Based on client input and extensive testing, the CivicPlus team has created a clean, crisp, updated look and feel for the administrative side of CivicEngage. It's sleek, streamlined, and designed specifically to make your job easier.

All CivicPlus Trainers and Consultants are UI/UX certified to ensure they deliver the best experience for our clients and their end users.

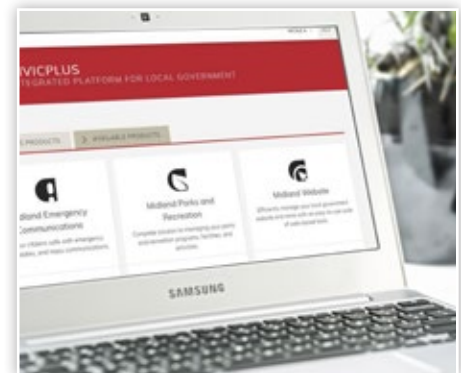


The CivicPlus Platform

The CivicPlus Platform helps municipalities streamline their processes while also enabling robust solutions and integrations. We continually add new functionality and features to the platform to further connect your solutions.

Features

- Single Sign-On (SSO) to all your CivicPlus products
- Easily access all your CivicPlus products and integrated solutions from one dashboard or toolbar
- Strengthened password and user security
- Access to a continually growing set of APIs in order to better connect your organization's processes



Features and Functionality

Modules & Tools

Activities – Create activities and accept registrations while integrating with other CMS modules.

Agenda Center – Create and display agendas and minutes for various civic organizations.

Alert Center – Post emergency or important information on your website to notify citizens via email and SMS.

Archive Center – Store and retrieve agendas, minutes, newsletters and other data-driven documents.

Bid Postings – Post your bids with this easy-to-use tool.

Blog – Post opinions/information about various community topics and allow citizen comments and subscriptions.

Business/Resource Directory – List municipal contact information and community resources.

Calendar – Create multiple calendars and events to inform citizens of upcoming activities.

Carousel Widget – Present more impactful information with easier navigation in a single page element that can hold up to 10 clickable rotating groups of 1-3 widgets.

Citizen Request Tracker™ (CRT) – Allow users to report a problem and provide follow-up communication with the point of contact. (Includes 3 User Licenses)

Community Voice™ – Interact with citizens about projects in your community.

Document Center – Organize and house documents in one central location.

ePayment Center – Create a secure, PCI-compliant payment gateway for your online services with our opt-in service, CP Pay. Additional fees apply.

Facilities & Reservations – Showcase community facilities and allow reservations online.

Form Center – Create custom online forms that can be completed and submitted online.

Frequently Asked Questions (FAQs) – Answer the most frequently asked questions from your visitors.

Job Postings – Post available jobs online and accept online applications.

My Dashboard – Allow users to personalize their dashboard to stay updated on news, events, and information they care about.

Notify Me® – Send out mass emails and SMS messages to subscribers of specific lists. (Includes 50,000 messages annually)

News Flash – Post organizational news items that are important to your citizens.

Opinion Poll – Interact with your site visitors by posting various questions and polls.

Photo Gallery – Store and display photos.

Quick Links – Place links on any page using your WYSIWYG editor that let your visitors find what they need quickly.

Spotlight (Advanced widget) – Highlight important text or widgets in a compact, easy-to-update tool.

Staff Directory – Share detailed contact information for your staff and offices.

Social Networking

CivicPlus understands the importance of Gov 2.0 and how social networking sites like Facebook and Twitter help governments connect with their residents in unique and innovative ways. Many CivicEngage modules can be integrated into your Facebook and/or Twitter profile to automatically post information like news items, calendar events, and more. CivicEngage can also incorporate available, compatible social media feeds and widgets into the design of your new website to create a social media hub.

Administrative Features

Automatic Alt Tags – Built-in features allow ongoing ADA compliance of your site.

Browser Based – No installation of software needed. Update the site from an internet connection and any platform (Mac or PC).

Content Creation – Easily add new content, edit old content, and keep page layout consistent through use of our What You See Is What You Get (WYSIWYG) editor.

Content Scheduling – Any material in the system can auto-publish and auto-expire.

Content Versioning – An archive of all published content to access and review previous versions.

Design Essentials – Design tools that allow your staff to build, modify, and manage your website's look and feel within the design and structure parameters of your website.

Dynamic Breadcrumbs and Site Map – Dynamic breadcrumbs are automatically generated and used to show a visitor's location within the site. The site map is dynamically generated and automatically updates to reflect new navigation if changes are made.

Dynamic Page Components – Events Calendar, FAQs, Opinion Poll, News Flash, and other new features may be included as dynamic page components and may be placed on any page.

History Log – Track changes made to your website including items in your Page Menu, Archive Center, Document Center, and more. History Log information is searchable, sortable, and exportable.

Intranet – Use permissions to set a secure location on your website that allows employees to login and access non-public resources and information.

Levels of Permissions – Assign staff members to groups with different levels of permissions of access and authority throughout the CMS.

Link Redirects – Instead of sending your users to <http://civicplus.com/248/Awards-and-Recognition>, you can send them to <http://civicplus.com/awards>.

Live Edit – Quickly edit directly on the front-end with point-click-edit access to information. See where your information will be posted before you commit to any changes.

Maps – Maps can be developed by using our native Image Map Editor to create different link areas. Easily embed maps from Google, ESRI, and more using the HTML widget.

Mega Menu – A main navigation menu makes it easy to get to any page on your site quickly.

Pending Approval Items – Administrators have direct access to a queue of pending items to be published or reviewed upon login.

Predictive Site Search and Search Log – Powerful site search automatically indexes all content making it easy for visitors to find information. All search words are kept in a log, allowing you to update highly searched information and feature key items.

Printer Friendly – Separates critical content from the site template to provide a clean print without menu structure and banner information included.

RSS Feeds – Real Simple Syndication (RSS) allows patrons to sign up to receive email notifications.

Supported Browsers – CivicPlus websites are viewable in all common browsers. We optimize them for administrative use with Windows 2000+ and in the two most recent versions of major browsers including Microsoft Edge, Firefox, Safari, and Chrome.

Translation – Integration with Google Translate translates web pages into over 100 languages.

Website Statistics – Matomo or Google Analytics provides web statistics for analysis.

Application Programming Interfaces (APIs)

We know that each municipality has unique needs and develops individualized solutions through software, data integrations, and custom programming to meet those needs. We help you to bring these pieces together in a single location. We continue to improve and evolve our CMS to make integrations with our CivicEngage CMS and disparate applications as straightforward as possible. This open architecture approach allows your IT staff and programmers to spend time creating applications and systems that are specific to your community's needs using the site itself as a sturdy platform on which to build.

- **APIs:** CivicPlus offers integration via SOAP and REST APIs. Our APIs are available within the CivicEngage system, which allow your IT staff and developers to build community-specific applications right from your website. Enabling communication between your CivicPlus software and third-party systems provides the flexibility to leverage the capabilities of both. This information exchange between systems maximizes productivity and efficiency, allowing you to do more with your available resources.
- **Integrations:** CivicPlus routinely integrates with other software to maximize the efficiency and effectiveness of our platform. Most integrations are embedded tools, allowing you to seamlessly leverage the technology with no additional steps. Common integrations that help local government organizations are our data integrations with ESRI and Google Maps within our emergency management, facilities management, and activities software. Additionally, our clients utilize analytics tracking offered through Matomo or Google Analytics. CivicPlus also utilizes the robust functionality and options available through Zapier to assist with client integrations.

Credit Card Processing with CP Pay™

Opt-in to use CP Pay, our secure, PCI-compliant, standalone payment gateway that is integrated within the CivicPlus Platform. Local governments can use CP Pay within any CivicPlus solution or third-party product. Providing flexible payment solutions, CP Pay offers integrations with commonly used payment gateways in addition to our recommended merchant account gateway partnership, CP Pay Merchant.

Our recommended payment gateway, CP Pay Merchant, available through our partnership with OpenEdge, will relieve your finance and IT teams of the risk of maintaining and monitoring merchant processing responsibilities and vendor relationships. Take advantage of having all your payment transaction information in a consolidated area, while having the peace of mind that all digital financial compliance requirements are met, and your chargebacks and refund requests are being managed for you. Key benefits of CP Pay Merchant include:

- Next-day funding
- Support for the latest secure digital transaction technology with Europay, MasterCard, and Visa (EMV)
- Smart payment transactions (chip cards)
- Consolidated, real-time CP Pay reporting across products and third-party software



Not only does CP Pay Merchant accept online payments, you will also be able to accept secure payments in your office with the OpenEdge Hardware Program for CivicPlus. Because each device is encrypted specifically for the payment gateway, you'll need to leverage devices directly from OpenEdge available for either a one-time purchase or rent. We are happy to assist in your procurement of such devices.

To utilize our recommended merchant account, CP Pay Merchant, an application and separate agreement will need to be completed directly with OpenEdge. Merchant account and transaction fees apply. Additional information can be provided upon request.

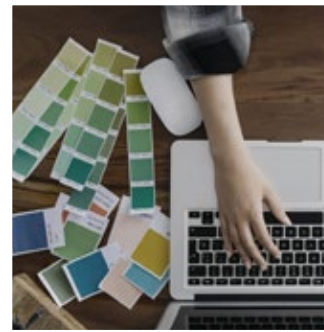
Supported Gateway Providers

Providing flexible payment solutions, CP Pay also has a number of supported gateways that you can leverage for an additional set-up fee.

Functionality Disclosure

As CivicPlus continues to evolve and improve our solution to support our clients' needs and goals, we reserve the right to upgrade, replace, modify, or terminate any of the features and functionality elements listed, at our sole discretion, and when feasible, providing reasonable notice to our clients of any changes. These features and functionality are offered on a gratuitous basis to our clients, with no monetary value per feature, and should any changes be enacted, will not affect any terms in a signed agreement with CivicPlus.

Design



Flexible Layout Design

You will meet with your Art Director to discuss your website vision based on the goals and needs of your users. This process involves selecting the order, placement, and format of your homepage content from a library of over 1,200 vetted layout configurations aimed at achieving your usability goals. This layout wireframe will provide the structural blueprint for the visual design application.

We will then collaborate with you to customize your design to represent your community using your logo, chosen colors, and imagery. We will focus on including the functionality to meet your website needs, including an option for up to one advanced design component– a layout or design element that requires significant time to style and implement. Working with your Art Director, you'll identify the appropriate component to achieve or enhance the usability goals for your site.

One overall design concept will be created incorporating both a homepage layout and an interior page layout. Page layout options are available within the Online Page Editor content creation functionality. Unlimited pages can be created with the CivicEngage CMS following the finalized layout selection and reflecting font sizes and styles associated with the various heading levels and content types.



Home Page



Interior Page – Public Works

Dynamic Page components such as Quick Links, Events Calendar, FAQs, Opinion Poll, News Flash, and others, may be placed on any page and will help dedicated areas of the site appear as its own website.

Responsive Design

As part of providing industry-leading technology, responsive design is included with your CivicPlus site. With responsive design, your site adjusts to the screen size regardless of what device is being used. CivicPlus websites are viewable in all common browsers. We optimize them for administrative use with Windows 2000+ and in the two most recent versions of major browsers including Microsoft Edge, Firefox, Safari, and Chrome. This flexibility provides a seamless user experience.



Design Portfolio

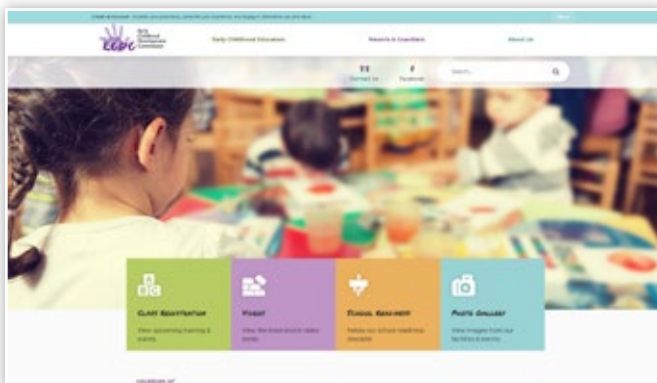
The included design portfolio will provide you with an idea of the different directions we can take your creative design. Please note that not all parties listed have agreed to be contacted for reference.



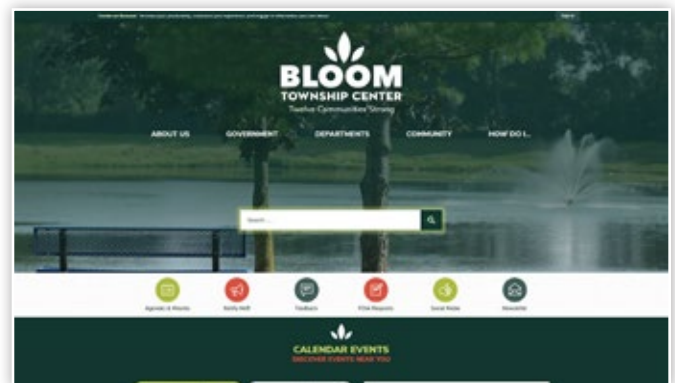
Marble Falls, Texas
www.marblefallstx.gov



Port Angeles, Washington
www.cityofpa.us



Suffolk ECDC, Virginia
www.suffolkecdc.com



Bloom Township, Illinois
www.bloomtownship.org



Muscatine, Iowa
www.muscatineiowa.gov



Jamestown Board of Public Utilities, New York
www.ny-jamestownbpu.civicplus.com

REQUEST FOR PROPOSALS

VILLAGE OF WINNETKA



WEBSITE REDESIGN

RFP #019-004

ISSUED: June 5, 2019

RESPONSES DUE: July 5, 2019

PREPARED BY:

Josie Clark
Communications Manager
jclark@winnetka.org

Village of Winnetka
510 Green Bay Road
Winnetka, IL 60093

ATTACHMENTS

APPENDIX A: Acknowledgements
APPENDIX B: Contract



VILLAGE OF WINNETKA REQUEST FOR PROPOSALS: WEBSITE REDESIGN

Section 1: Background

The Village of Winnetka is located in the North Shore region of northern Cook County along Lake Michigan, approximately 16 miles north of Chicago. Winnetka's population is approximately 12,490. The Village is bounded by the Village of Glencoe to the north, the Village of Kenilworth to the south, and Village of Northfield to the west. The Village is a Home Rule community, which operates under the council-manager form of government.

The Village of Winnetka's Village Hall is located at 510 Green Bay Road, Winnetka, IL 60093.

Section 2: Project Description

The Village of Winnetka is seeking to partner with a qualified contractor/vendor to create a website with an attractive design that is user-friendly and informative but avoids the use of complex elements that would increase page-loading times or require advanced browser features. The design should highlight and showcase the amenities of the Village and the multitude of services available to its citizens. The website structure must be easy to navigate, allowing users the ability to obtain information quickly.

At a minimum, the Village anticipates that the awarded contractor/vendor will be required to provide the following:

1. Review the current website and perform a preliminary needs assessment, including user engagement.
2. Conduct on-site kick-off meeting.
3. Provide three designs of a new home page and template options with a unique, contemporary, and professional design.
4. Implement the selected design and content management system to creation a functional and interactive website.
5. Test to ensure users can find important elements in the new design: including news, events, council agendas, refuse collection information, forms, and special projects by type
6. Provide on-site training to staff on the content management system and technical support when issues arise.
7. Present program for website hosting and maintenance.

8. Must demonstrate immediate reachability and quick response times during business hours for any website or content management support, as well as emergency contact information in the event of an emergency situation after business hours.

Section 2.1 Functional Goals

The Village of Winnetka's website was last redesigned in 2013. It is our goal to provide a refreshed, clean design to end users, allowing for ease-of-use for both the end user and Village employees creating new pages and making updates to existing sections. The new platform should incorporate modern technology and best practices for government websites. Existing sources of frustration and incompatibility include: search functionality, form builder, video hosting, mobile presentation, and asset management.

Section 2.2: Design

The design will be reflective of the Village; clean; user-friendly; work on mobile devices, and heavily promote existing communication vehicles, including news & updates, event calendar, social media (Facebook, Twitter, Instagram), Freedom of Information Act (FOIA) requests, Smart911/Winnetka Alerts, Village employment opportunities, payments, and existing departments (Police, Fire, Village Manager's Office, Finance, Public Works, Community Development, Water & Electric). YouTube/Video integration is important to post video of Village Council meetings, as well.

The Village Seal operates as the Village logo and should be prominently featured. Use of blue and gold to reflect existing branding of marketing materials is strongly preferred. Green has traditionally been used in Village communications, and can be used, but minimally.

Section 2.3 Necessary Functionality

- a. Menu design allowing for complex subsections
- b. FOIA system: A form that serves as an intake system for Freedom of Information Act requests, producing email alerts to relevant individuals when a new request is submitted, with the ability to export inquiry information in an Excel spreadsheet
- c. The ability to create automated forms and surveys, including check boxes, drop down lists, image submissions, document submissions, radio buttons, and text buttons. Electronic submissions should be forwarded to the emails of authorized persons to whom the forms are set to go
- d. Google analytics integration
- e. Web-based content management system enabling staff to perform routine content management updates
- f. Emergency notifications and information: in the event of an emergency, the Village should have the ability to post crisis communications
- g. Security features to prevent defacement and ensure that authorized users can modify the website
- h. Calendar that is easy to update
- i. Dynamic and prominent news section
- j. Minimized page load time. Vendor must specify how much bandwidth will be allocated to hosting the website
- k. Compatibility with current web browsers

- l. Media capabilities: document management system that is easy to use and navigate
- m. Social media integration
- n. Ability to embed video
- o. Responsive design that can scale to an appropriate size for any device
- p. Search function allowing for users to search the contents of the website and any documents
- q. All requirements of the Americans with Disabilities Act (ADA), Section 508, and the Illinois Information Technology Accessibility Act must be met. Compliance with ADA standards should not prevent any other requirements from being met
- r. Pages must be sized to allow for printing without losing page content
- s. Broken link checker
- t. GIS/Map functionality
- u. Google translator
- v. Search engine optimization

2.4 3rd Party Integration

Several legacy systems exist that must be linked to, including (but not limited to) the Village payment system and the employment application interface.

Section 3: Proposal Requirements and Evaluation Considerations

Address proposals to:

Village of Winnetka
 Attention: Josie Clark
 510 Green Bay Road
 Winnetka, IL 60093

Proposals must be received by **5 PM on July 5, 2019**. Proposals submitted by fax or email will not be accepted. The Village reserves the right to reject any and all proposals. The Village also reserves the right to reduce the work scope due to budgetary constraints.

The Village anticipates following the schedule described below to issue the request for issuing and reviewing this request for quotations, and completing the project:

Phase	Anticipated Date
Issue request for proposals	6/5/2019
Deadline for questions	6/19/2019
Date by which Village will respond to questions	6/25/2019
Proposals due	7/5/2019
Interviews	7/15 - 7/26/2019
Award	8/7/2019
Anticipated project completion	December 2019

Each proposal response must include the following:

1. Overview and history of proposing organization, including bios for project manager and any engagement staff.
2. Number of current public sector clients.
3. List of at least three public sector client references that can be contacted directly by the Village of Winnetka.
4. Description of similar implementations.
5. Provide a narrative on the anticipated tasks required to fulfill the requirements of the project, as enumerated under the Project Description section on page 1. Include a step by step workflow typically associated with website design and implementation, and described the level of participation required of Village staff.
6. Include fee sheet for the project. Detail any ongoing or future maintenance fees, as well as any additional or optional services.
7. Include a comprehensive timeline for scope of the project. Demonstrate the ability to complete the project by deadline.
8. Describe the security features that will be employed with the new website, including security tools used to monitor the website, malicious activity reporting, level of security certification, and any information on experience with a compromised website.
9. Provide information on traffic analysis reporting capabilities and available metrics for user/system response times.
10. Describe how/if the new website will meet ADA requirements.
11. Describe the role of the Village in the implementation.
12. Describe any hardware and/or peripheral equipment necessary to support the proposed website.
13. Describe your model for Village staff training, and ongoing service and support. A final maintenance fee schedule for the 5 years following the redesign, with the option for further maintenance following the end of the period, will be due two days after the vendor interview.

Questions regarding the proposal should be submitted by email to Josie Clark, Communications Manager, at jclark@winnetka.org no later than June 19, 2019. Responses to questions regarding the proposal will be published by June 25, 2019. Proposals must be submitted to Josie Clark at jclark@winnetka.org no later than **5 p.m. on July 5, 2019**.

Section 4: Evaluation Criteria

This request contains sufficient information and instructions to enable qualified firms to prepare and submit proposals and supporting material. Vendors are encouraged to submit a complete proposal that substantially satisfies all requirements as stated in this RFP.

An Evaluation Committee consisting of Village Staff will review and evaluate all proposals per the criteria listed below:

- Public sector experience in website design, development, implementation and maintenance. **Firms with no public sector experience may not be considered for this project.**
- Company depth of knowledge in the latest technical tools and techniques available in the marketplace.
- Proposed project approach and methodologies.
- Hosting and security capabilities.
- Interview data.
- Reference data.
- Overall cost for the project.



Agenda Item Executive Summary

Title: Ordinance No. M-8-2019: 949 Fisher Lane - Landmark Designation (Introduction)

Presenter: David Schoon, Director of Community Development

Agenda Date: 09/03/2019

Consent: ☐ YES ☒ NO

☒	Ordinance
☐	Resolution
☐	Bid Authorization/Award
☐	Policy Direction
☐	Informational Only

Item History:

Ordinance No. M-8-2019, an Ordinance designating 949 Fisher Lane as a landmark, was originally scheduled to be discussed by the Village Council at the July 16, 2019 meeting, but the Council deferred consideration to a future meeting.

Executive Summary:

On September 3, the Village Council is scheduled to consider Ordinance No. M-8-2019 in response to an application submitted by Jeffrey and Karen Watts (the "Applicants"). As the owners of the property commonly known as 949 Fisher Lane (the "Subject Property"), the Applicants are requesting that the Subject Property be designated as a locally designated landmark. The Village Council was originally scheduled to consider this request at its July 16 meeting, but at the direction of the Village Council it was continued to provide staff time to gather additional information in response to questions from a Village Trustee concerning the State of Illinois's Property Tax Assessment Freeze Program (the "Program") for qualifying homes. Attached is a supplemental staff memo providing additional information on the Village's local landmark designation and the Program (Attachment 1).

The application was considered by the Landmark Preservation Commission (LPC) on March 4, 2019. After hearing from the Applicants, their representatives and no members of the public, a motion to recommend the Village Council designate the Subject Property as a locally designated landmark passed with a vote of 6-0. A report from the LPC to the Village Council outlining the rationale for recommending approval is included as Exhibit B in Ordinance M-8-2019. Based on the "System for the Evaluation of Landmarks," the LPC found the level of significance of the Subject Property to be "Unique." The LPC results of the "System for the Evaluation of Landmarks" is included in the LPC report to the Village Council. Additionally, details of the request can be found in the attached February staff report to the LPC.

Subsequent to the LPC meeting in March, the Applicants submitted materials for the LPC to conduct an advisory review of exterior alterations to features that are in need of repair and maintenance. On June 3, 2019, the LPC conducted an advisory review of those exterior alterations and found the work to be appropriate to the preservation of the Subject Property and that the Subject Property continues to meet the criteria for designation as a locally designated landmark. Details of the exterior alterations can be found in the attached May staff report to the LPC (Attachment F).

Attached is the agenda packet that was previously issued for the July 16 Village Council meeting (Attachment 2). This attachment includes a staff report containing more details regarding the request, the LPC's consideration of the application, and additional background information regarding landmark designations.

Recommendation:

Consider introduction of Ordinance No. M-8-2019.

If adopted, the Ordinance would designate the Walter T. and Katherine D. Fisher House at 949 Fisher Lane as a locally designated landmark.

Attachments:

Attachment 1: Village Council Supplemental Memo
Attachment A: List of Winnetka Landmarks
Attachment B: State Property Tax Assessment Freeze Program Information
Attachment C: Winnetka Homes That Have Received State Property Tax Assessment Freeze
Attachment D: Historic Assessment Freeze Property Tax Impact Analysis
Attachment 2: Previous Agenda Packet - issued for the July 16, 2019 Village Council meeting
Attachment A: Village Council Agenda Report - July 9, 2019
Attachment B: Ordinance No. M-8-2019
Attachment C: LPC Staff Report - February 26, 2019
Attachment D: Application Materials
Attachment E: Excerpt of March 4, 2019 LPC meeting minutes
Attachment F: LPC Staff Report - May 29, 2019
Attachment G: Excerpt of June 3, 2019 LPC meeting minutes



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: VILLAGE COUNCIL
FROM: DAVID SCHOON, DIRECTOR
ANN KLAASSEN, SENIOR PLANNER
DATE: AUGUST 29, 2019
**SUBJECT: SUPPLEMENTAL INFORMATION - STATE PROPERTY TAX ASSESSMENT
FREEZE PROGRAM**

INTRODUCTION

On September 3, 2019, the Village Council is scheduled to consider the Landmark Preservation Commission (LPC) recommendations regarding the following locally designated landmark applications:

- 949 Fisher Lane, an application submitted by the property owners, Jeffrey and Karen Watts
- 779 Bryant Avenue, an application submitted by Joan Keller-Evanich and Kevin Evanich; and
- 1094 Fisher Crescent Lane, an application submitted by Edward and Katherine McNabola.

The Village Council was originally scheduled to consider the first two requests at its July 16, 2019, meeting, but at the direction of the Village Council the items were continued to a future date to provide staff with time to gather additional information in response to questions from a Village trustee. (Since that time, the Landmark Preservation Commission has reviewed and recommended the designation of the 1094 Fisher Crescent Lane property.) In particular, staff is providing the following information in response to questions raised by a Village trustee concerning the Village's local landmark designation and the State of Illinois's Property Tax Assessment Freeze Program for qualifying historic homes. In summary, the questions were as follows:

1. Does a property owner have to make substantial renovations to the house to qualify for the landmark designation?
2. How many more homeowners may come forward requesting the landmark designation for their homes? How many homes would qualify?
3. Giving property owners of landmark homes a property assessment freeze requires other property owners in the Village to make up the difference in property taxes that would have been generated by the increase in value on these landmark homes. What is the value of this benefit to the landmark home property owners and how would that impact other property owners in the Village?

This memo addresses these questions and provides additional information regarding how the Village's Landmark Preservation Ordinance and the State's residential property tax assessment freeze program works.

WINNETKA'S LANDMARK PRESERVATION ORDINANCE

The Village's Landmark Preservation Ordinance (Chapter 15.64 of the Village Code) was originally enacted in 1981, and as is the case with most landmark preservation ordinances, is substantially based upon the United States Secretary of Interior standards for designation of landmarks. The Landmark Preservation Commission and the Village Council's evaluation of whether or not a property is designated a local landmark is based upon the historical and/or architectural significance of the building. **The Village's local landmark designation evaluation process does not take into consideration the construction value of any substantial rehabilitation that the property owner has made or plans to make to the property.**

The Village's landmark preservation ordinance differs in two significant ways from the standard preservation ordinances. First, the landmark designation process does not allow for third-party landmark designations. The ordinance is entirely voluntary in that only a property owner can initiate the designation process for their own property. Second, consistent with the voluntary nature of the ordinance, the Village's landmark ordinance does not provide for the creation of landmark, or historic, districts.

The Village's ordinance also allows for two different types of designation: standard landmark designation and certified landmark designation. Once designated, both types require Landmark Preservation Commission review of any exterior changes to a designated building. For a standard landmark designated property, the Commission's review is only advisory, but for a certified landmark designation, the Commission's review and comments are binding. All three requests before the Council are for the standard landmark designation.

Since the adoption of the Landmark Preservation Ordinance, the Village has designated 28 properties as local landmarks (27 properties as locally designated landmarks and one property as a locally certified landmark). Of the 28 properties, 24 of them are privately owned residences. The other four are the Village Hall, the Winnetka Historical Society building, the Winnetka Historical Society Log House, and the New Trier Township Office on Elm Street. (See Attachment A - Winnetka Landmarks) The three ordinances now before the Village Council include three privately owned residences. To put this in perspective, according to the 2010 Census there are approximately 4,425 housing units in the community. Of those, approximately 3,785 are single family detached homes; the remainder are townhomes and multi-family units. Generally, a home must be 50 years old or older to be considered historic. Approximately 65% of the housing stock is 50 years or older, or approximately 2,450 single family homes. Age in itself does not qualify a house. The Village Council must find that the house is architecturally and/or historically significant. That being said, in the 38 years that the local landmark ordinance has been in effect in the Village, 24 privately owned residences have been designated a local landmark, or approximately 1% of the single family homes that are over 50 years old. **The number of property owners who may request the local landmark designation for their homes is unknown, and the number of homes that may qualify for the landmark designation is also unknown.**

It should also be noted that a property owner may apply for the local landmark designation without ever applying for the State Property Tax Assessment Freeze Program.

STATE OF ILLINOIS RESIDENTIAL PROPERTY TAX ASSESSMENT FREEZE PROGRAM

The State Property Tax Assessment Freeze Program (the "Program"), which is administered by the State Historic Preservation Office (SHPO), takes the following items into consideration. The qualifying structure must:

- (1) be a certified historic structure, either by listing on the National Register of Historic Places individually or in a district, or by local landmark designation in a community with an approved historic preservation ordinance;
- (2) be single-family, owner-occupied, principal residence;
- (3) undergo a rehabilitation that has eligible expenses equal to or exceeding 25% of the property's fair market value within a two-year period; and
- (4) undergo a rehabilitation that meets the Secretary of the Interior's "Standards for Rehabilitation." (It should be noted the Village only reviews exterior changes to the property, while Illinois Historic Preservation Office (IHPO) under this program reviews exterior and interior changes.)

The Program freezes the assessed value of a historic, owner-occupied principal residence (base year valuation) for eight years. After eight years, the assessed value is brought back to market level over a period of four years: Year 1 - base valuation plus 25% of the adjustment in value; Year 2 - base year valuation plus 50% of the adjustment in value; Year 3 – base year valuation plus 75% of the adjustment in value; and Year 4 – the then fair current market value.

Attachment B provides additional information regarding the State Property Tax Assessment Freeze Program. Any time after a property is designated a local landmark or listed on the National Register of Historic Places, a property owner can apply for the State Property Tax Assessment Freeze Program. They may apply immediately after the local designation is approved, or they could apply in five or ten years, but only after which they have incurred eligible expenses equal to or exceeding 25% of the property fair market value within a two-year time period. To date, 19 homes in Winnetka have applied for and received the property tax assessment freeze under the State program (Attachment C). It should also be noted that the same owner-occupant in the same residence may apply more than once for the Program; however, they must wait four years after the end of the 12-year assessment freeze before applying again, at which point they must again spend more than 25% of the current fair market value on a new rehabilitation project. Two properties within the community have each qualified for the property tax freeze twice.

The following table lists (a) the 2018 fair market value for each property for which local landmark designation is being requested, (b) the minimum amount of eligible expenses that each property owner would need to incur to qualify for the State Property Assessment Freeze program, and (c) based upon construction value information provided on Village building permit applications, the value of such improvements during 2018 and 2019.

	2018 Fair Market Value of Property (1)	Minimum Eligible Expenses - 25% of 2018 Fair Market Value (2)	Construction Value of Improvements for Building Permits Issued During 2018 and 2019(3)
949 Fisher Lane	\$1,719,830	\$429,958	\$146,700 (4)
779 Bryant Ave	\$1,576,680	\$394,170	No Permits Issued (5)
1094 Fisher Cres Ln	\$1,962,500	\$490,625	\$115,000 (4)

(1) Based upon Cook County Assessor's database.

(2) Minimum amount of eligible expenses to qualify for State Property Assessment Freeze Program.

(3) Based upon building permits issued by the Village during 2018 and 2019.

(4) The State would need to determine if the construction value of the improvements (re-roof, waterproofing and sump pump system, and interior renovations) meets the Secretary of Interior's Standards and are eligible expenses under the Program.

(5) The property owner was issued permits consisting of construction value of the improvements to the principal

structure in 2012 of \$277,700 (an addition and interior renovations). The portion of the construction value for the addition would not be eligible, and given more than two years have passed, the renovation construction value would not qualify under the State Program.

Based upon our discussions with each property owner, the 949 Fisher Lane property is interested in the State Property Assessment Freeze Program but still has not decided if they wish to pursue the assessment freeze given the potential limitations on interior changes they may like to make. Based upon the State's records, these owners have had discussions with the State regarding the program. The owner of 779 Bryant has stated to staff that they do not plan to apply for the Program. Based upon the State's records, they have not had discussions with the State regarding the program. It should be noted, though a property owner may not intend to apply for the program at this time, it does not mean they may not apply in the future after making additional improvements. Based upon the State's records, the owner of 1094 Fisher Crescent has had discussions with the State regarding the program.

ESTIMATED TAX SAVINGS TO PROPERTY OWNERS AND IMPACT ON OTHER RESIDENTIAL PROPERTY OWNERS

Village staff has attempted to quantify the impact of the Property Tax Assessment Freeze Program on Winnetka homeowners. Given the limited historical assessment data that is available, staff is unable to quantify the precise amount of tax responsibility that has been shifted to other property owners over the life of each property tax freeze. The following analysis is only to provide a general perspective or range of the potential property tax implications and not intended to measure the precise value of the impact.

In working with the Finance Director, we have used two different methodologies for estimating the impact of the Program. **Attachment D contains two tables listing the properties that have qualified for the Program and the estimated property tax implications of each.** The first table lists properties that are no longer receiving the property tax freeze assessment ("inactive"), and the second table lists properties that are currently benefiting from the program as well as the three properties currently being considered for landmark designation ("active" and proposed properties).

The first methodology uses the "**cost of qualifying improvements**" for the State Program as the measurement for the increase in market value of the property above and beyond the frozen base value that would not be subject to property taxes due to the State Program. This approach was used in 2012 when the Village Council at that time was considering some landmark designations. The second methodology looks at a "**fair market value**," or the difference in market value between when the freeze was approved and when it ended (or for active properties between when the freeze was approved and 2018). The latter approach is based upon data we were able to gather from the State Program along with both the New Trier Township and Cook County Assessor Offices.

For each methodology, we have calculated the following benefits/impacts of the State Program:

- Estimated Annual Property Tax Savings to Homeowner (total property taxes and Village's portion).
- Estimated Tax Impact on Other Homeowners in the Village (total property taxes and Village's portion).

While reviewing the numbers, staff would like to note a few assumptions with each methodology:

- Cost of Qualifying Improvements Approach

- Total **qualifying** rehabilitation costs approved by the State under the Program is used as the market value of improvements that would not be subject to property tax assessment. The total qualifying rehabilitation costs are from the year the property was approved for the Program. It should be noted that additional non-qualify costs could have been made to the property which would have potentially increased the value of the property, but would also not have been taxed under the program.
- Fair Market Value Approach
 - The Cook County Assessor only has records of the market value of a property with the freeze in place. The Assessor does not have records of what the value of the property should have been each year while the freeze was/is in place. By taking the difference in the market value of a property between when the freeze went into effect and when it ended, may be overestimating the impact of the program in the earlier years of the freeze. This may be especially true during those periods of time when the overall housing market experienced significant increases in appreciation.
- Both Approaches
 - None of the values of have been adjusted for the time value of money. For example, specific improvements constructed in 1986 would cost much more to construct today.
 - Given that the Program is only for 12 years (effectively 11 years, as in the last year the assessment goes to its normal rate), all of the properties did not receive the benefit at the same time.
 - The estimated tax impact on other homeowners does not take into consideration that part of the tax burden shift of the Program will also be on commercial/other taxable properties.

Without a much more detailed analysis it is difficult to calculate a more precise impact of the Program on Winnetka households, and it would be difficult to conduct such analysis given the limited access to data that would be necessary. However, this analysis provides one with an idea of the potential general impacts of the Program.

OPTING OUT OF THE PROPERTY TAX ASSESSMENT FREEZE PROGRAM

Given questions raised regarding the Program, the following information is provided regarding the ability of a taxing district to opt out of the Program. Section 10-85 of the Historic Residence Assessment Freeze Law establishes a procedure for any taxing district to opt out of the Program. The determination to opt out of the Program must be made by a majority vote of the corporate authority, taken during the first thirty days of the calendar year. The “opt out” is valid only for the year in which it is passed, and does not apply to any property that was granted a certificate of rehabilitation for the assessment freeze before the ordinance was adopted. Opting out of the Program would only apply to the taxes collected for that particular taxing district. Each affected taxing district (e.g. village, school district, park district, etc.) would each need to take action to opt out of the Program.

ATTACHMENTS

Attachment A – List of Winnetka Landmarks

Attachment B – State Property Tax Assessment Freeze Program Information

Attachment C – Winnetka Homes That Have Received State Property Tax Assessment Freeze

Attachment D – Historic Assessment Freeze Property Tax Impact Analysis

ATTACHMENT A

WINNETKA LANDMARKS

Local Landmarks (in order of designation)

	Address	Architect	Date Built	Style	Date Designated	Ord. No.	Nickname	State of Illinois Program - Property Tax Assessment Freeze	Notes
1	594 Elm St.	L.G. Lyeman	1872	Gothic Revival	04.20.1993	M-361-93			
2	830 Sheridan Rd.		c. 1850	Queen Anne	10.04.1994	M-400-94	Lloyd House, "The Wayside"	First Freeze - Approved 1986	National Historic Landmark 1966, Landmarks IL Preservation Easement
3	500 Maple St.	William Aitken, builder	1916	Georgian Revival	11.01.1994	M-406-94			
4	950 Hill Rd.	S.S. Beman	1927	Tudor Revival	05.02.1995	M-424-95	Joseph H. McNabb House		
5	510 Green Bay Rd.	Edwin Clark	1925	Georgian Revival	05.16.1995	M-425-95	Village Hall		
6	11 Indian Hill Rd.		1926	French Revival	11.07.1995	M-442-95	Leroy Kellog House	First Freeze - Approved 1996	
7	978 Eudlid Ave.		1923	Tudor Revival	05.07.1996	M-455-96	Mrs. Enos Barton House	First Freeze - Approved 1997	
8	915 Sheridan Rd.	Samuel Marx	1930	French Revival	06.04.1996	M-460-96	Max Epstein House, "Edgecliffe"	Second Freeze - Approved 2013	
9	939 Tower Rd.	Fred Keck	1923	Tudor Revival	08.06.1996	M-466-96	Erwin P. Snyder House	First Freeze - Approved 1997	
10	930 Fisher Ln.		1904	Colonial Revival	06.02.1998	M-524-98	Murry Nelson House	Second Freeze - Approved 2018	
11	535 Cherry St.		1929		11.21.2000	M-33-2000		First Freeze - Approved 1998	
12	687 Cherry St.	Sam Steffans	1926	Colonial Revival	11.21.2000	M-34-2000		First Freeze - Approved 2000	
13	20 Fox Ln.	Stanley Anderson	1936	Georgian Revival	08.21.2001	M-17-2001	Everett D. Graff House	First Freeze - Approved 2001	
14	411 Linden St.		c. 1859	Gothic Revival	07.16.2002	M-23-2002	Winnetka Historical Society	First Freeze - Approved 2001	
15	902 Greenwood Ave.	Andrew W. Paulson	1928	Swedish	10.15.2002	M-33-2002		First Freeze - Approved 2003	
16	94 Mary St.	Howard Van Doren Shaw	1909	Georgian Revival	03.04.2003	M-9-2003		First Freeze - Approved 2003	
17	739 Elm St.	Clifford Shopbell	1922	Tudor Revival	07.15.2003	M-28-2003	New Trier Township Office Building		
18	419 Sheridan Rd.	Mayo & Mayo - Ernest & Peter Mayo	1928	French Electric	01.20.2004	M-1-2004	Henry Haven Windsor, Jr. House	First Freeze - Approved 2003	
19	1479 Tower Rd.	Andrew W. Paulson	1928	Swedish	11.02.2004	M-27-2004	Red Tile Lodge		
20	455 Birch St.	Charles Haag	1920	Swedish Arts & Crafts	07.19.2005	M-12-2005	Lola Maverick Lloyd House		Certified Local Landmark, National Register, Easements with the National Trust for Historic Preservation
21	630 Pine Ln.				11.07.2006	M-20-2006	Francis Peabody Butler House		Certified Local Landmark RESCINDED
22	1140 Willow Rd.	Alexander McDaniel	c. 1837	Log House	12.04.2007	M-21-2007	Winnetka Historical Society Log House		03.19.2013 - house demolished
23	1345 Trapp Ln.	Howard Van Doren Shaw	1929	Colonial Revival	12.04.2007	M-23-2007	Robert D. Gordon House	First Freeze - Approved 2006	National Register
24	592 Cherry St.		1896	Queen Anne	04.01.2008	M-4-2008	Joseph R. Gay House	First Freeze - Approved 2008	
25	507 Cedar St.		1910	Colonial Revival	04.21.2009	M-8-2009	Jane M. Tittle House	First Freeze - Approved 2008	
26	660 Pine St.				06.02.2009	M-12-2009	William Nicholls House	First Freeze - Approved 2009	
27	790 Bryant Ave.		1903	Tudor Revival	01.05.2010	M-21-2009	Ernest M. & Jessie W. Kimball House	First Freeze - Approved 2009	
28	545 Oak St.	Frank Polito, architect/Joseph Roti, builder	1937	Federal	01.17.2012	M-1-2012	Dr. Paul W. & Eunice Greeley House		National Register
29	1153 Asbury Ave.	Howard Bowen	1928	Tudor Revival	06.05.2012	M-8-2012	Joseph C. Long House		
Properties only on National Register									
1	42 Abbottsford Rd.						Orth House		
2	Crow Island School	Perkins & Will with Eliel and Eero Saarinen							National Historic Landmark (12.14.1990)
3	620 Lincoln Ave.						Winnetka Community House/ Children's Chapel Harkness Outreach Center		
Properties with preservation easements (Landmarks IL)									
1	830 Sheridan Rd.						Lloyd House, "The Wayside"		
2	777 Burr Ave.	David Adler (also listed on National Register)	1937				Louis B. Kuppenheimer, Jr. House	First Freeze - Approved 2017	
3	151 Sheridan Rd.	(also listed on National Register)							

ATTACHMENT B



Property Tax Assessment Freeze

What is it?

The Property Tax Assessment Freeze Program freezes the assessed value of a historic, owner-occupied, principal residence for eight years when the owner undertakes a substantial, approved rehabilitation. The assessed value is brought back to market level over a period of four years. The Program, administered by the Illinois State Historic Preservation Office (IL SHPO), is free to Illinois homeowners.

Benefits

The Program benefits both the owner-occupant and the community by: ► encouraging the preservation of historic buildings through promotion, recognition, designation, and reuse; ► increasing the value of the rehabilitated property; ► returning underutilized structures to the tax rolls; ► revitalizing and stabilizing neighborhoods and often increasing the amount of available housing within a community; and ► sustainably reusing the built environment.

Provisions

To qualify for the Program, a property must: ► be a certified historic structure, either by listing on the National Register of Historic Places individually or in a district, or by local landmark designation in a community with an approved historic-preservation ordinance; ► be a single-family, owner-occupied, principal residence; or a condominium building; or a cooperative building; or a residential building with up to six units as long as the building owner resides in a unit; ► undergo a rehabilitation whose budget exceeds 25% of the property's assessor's fair market value within a 24-month period; and ► undergo a rehabilitation that meets the Secretary of the Interior's "Standards for Rehabilitation."

How to apply

Step 1: Determine if you qualify ► Contact the IL SHPO or your local landmark commission to ask if your property qualifies as a certified historic structure. ► Determine the assessor's fair market value (or fair cash value) of your property by contacting your assessor or referring to your current property-tax bill. ► Decide whether the work (interior and exterior) will cost more than 25% of the assessor's fair market value. ► Contact the IL SHPO to discuss whether your work (interior and exterior) can meet the "Standards." **Step 2: Get your planned work approved** ► Consult IL SHPO's website for a more thorough explanation of the program, its application and instructions. ► Prior to construction, if possible, fill out and mail in Parts 1 and 2 of the application with the rehabilitation plans and pre-construction photographs. ► The IL SHPO will determine if the interior and exterior work complies with the "Standards." The IL SHPO's review may differ from that of your local commission. Once your Part 2 is approved by the IL SHPO, proceed with the rehabilitation. **Step 3: Get your finished work approved** ► When the project is finished, fill out and submit the Part 3 with photographs showing the completed work, a spreadsheet of expenses, and copies of receipts. ► If the IL SHPO determines the project meets all the requirements, it will mail you and the assessor a Certificate of Rehabilitation.

Important points

It is strongly recommended that you contact the IL SHPO early in the design process and submit Parts 1 and 2 prior to beginning any work. ► If the scope of work changes during construction, consult the IL SHPO to ensure the work continues to meet the "Standards." ► Applications must be submitted within two years of a project's completion. ► Any work done to the property during the freeze period must meet the "Standards." Contact the IL SHPO for their approval prior to commencing. ► If the property is sold within the twelve-year freeze period or if its use changes from that of a single-family, owner-occupied, principal residence, the freeze will be cancelled for the remainder of the freeze period. ► An owner may receive approval on Parts 1 and 2 and complete the rehabilitation, then sell the property to a new owner-occupant who signs and submits the Part 3 and takes the freeze. ► Condominiums and cooperatives should contact the IL SHPO to discuss how the Program may work best for their buildings.

Questions?

IL SHPO—Tax Incentives Coordinator
Illinois Department of Natural Resources
One Old State Capitol Plaza
Springfield, Illinois 62701
(217) 524-0276
<http://www2.illinois.gov/ihpa/Preserve/Pages/taxfreeze.aspx>

Property Tax Assessment Freeze

Rehabilitating your older home is rewarding in many ways, and with the Property Tax Assessment Freeze homeowners may be eligible for a financial incentive that can make the work even more attractive. The program freezes the assessed value of **historic owner-occupied, principal residences** for 8 years, followed by a four-year period during which the property's assessed value steps up until the 12th year, when it will be at its then-current level. This program is administered free of charge to Illinois homeowners who sensitively rehabilitate their historic homes.

[Download a one-page program summary \(/dnrhistoric/Preserve/Documents/summary-taxfreeze.pdf\)](/dnrhistoric/Preserve/Documents/summary-taxfreeze.pdf)

Benefits

The Property Tax Assessment Freeze Program benefits both the owner-occupant and the community by:

- Rewarding owner-occupants for sensitively reinvesting in their homes
- Increasing the value of the rehabilitated property
- Strengthening a community's neighborhoods and housing stock
- Encouraging landmark protection through the promotion, recognition, designation and rehabilitation of historic structures

Provisions

To qualify for the Property Tax Assessment Freeze, the four following provisions must be met. See the [Frequently Asked Questions \(/dnrhistoric/Preserve/Pages/freezefaq.aspx\)](/dnrhistoric/Preserve/Pages/freezefaq.aspx) for more information.

1. **The residence must be owner-occupied and the owner's principal residence.** The following housing types can qualify:
 - a. Single-family house
 - b. Residential building with up to six units as long as the building owner resides in one of the units
 - c. Condominium building
 - d. Cooperative

For the duration of the freeze, the homeowner must file an affidavit annually with the assessor verifying continued ownership and use. If the owner sells the property within the 12-year freeze period, or if its use changes from that of an owner-occupied principal residence, the freeze will be cancelled for the remainder of the freeze period.

2. **The building must be registered as historic.** For this program, a historic building is:
 - a. individually listed on the National Register of Historic Places in any community in Illinois, or

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State Historic
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Office
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- b. a contributing property within a National Register Historic District in any community in Illinois, or
- c. a designated landmark in a community whose preservation ordinance has been approved for the assessment freeze program, or
- d. a contributing property within a local historic district in a community whose preservation ordinance has been approved for the assessment freeze program

As of July 2019, the following municipalities and counties have preservation ordinances that have been approved for the assessment freeze program: Aurora, Belleville, Belvidere, Berwyn, Bloomington, Blue Island, Carbondale, Centralia, Champaign, Charleston, Chicago Heights, Chicago, Crystal Lake, DeKalb, Downers Grove, Edwardsville, Elgin, Elmhurst, Evanston, Galesburg, Geneva, Glen Ellyn, Glencoe, Glenview, Highland Park, Hinsdale, Jacksonville, Joliet, Kane County, Kankakee County, Lake Bluff, Lake Forest, Lemont, Lockport, Lombard, Macomb, Marengo, Maywood, McHenry County, Moline, Morrison, Mount Carroll, Murphysboro, Normal, Oak Park, O'Fallon, Orland Park, Oswego, Park Ridge, Peoria, Plainfield, Quincy, River Forest, Rock Island, Rockford, Rockton, Springfield, St. Charles, Urbana, Washington, West Chicago, Will County, Wilmette, Winnetka, and Woodstock

3. The residence must be rehabilitated in accordance with the Secretary of the Interior's Standards for Rehabilitation

(<https://www.nps.gov/tps/standards/rehabilitation.htm>). These 10 broadly written standards establish that a historic building's significant facades, spaces and elements must be retained and appropriately repaired. Other areas and elements may be altered compatibly. The National Park Service, which wrote and interprets the Standards, has excellent Illustrated Guidelines for Rehabilitating Historic Buildings (<https://www.nps.gov/tps/standards/rehabilitation/rehab/index.htm>) available on its website. Any work undertaken during the freeze must also meet the Standards, or the freeze will be cancelled for the remainder of the freeze period.

4. The rehabilitation must have eligible expenses equal to or exceeding 25% of the property's fair cash value, as determined by the local assessor, for the year the rehabilitation started. Eligible expenses are those costs spent on the existing building (see the Freeze FAQ's (</dnrhistoric/Preserve/Pages/freezefaq.aspx>) for more information).

The legislation that established the assessment freeze program is Revenue Property Tax Code 35 ILCS 200/Article 10 Division 4 (<http://www.ilga.gov/legislation/ilcs/ilcs4.asp?DocName=003502000HArt.+10+Div.+4&ActID=596&ChapterID=8&SeqStart=19300000&SeqEnd=20400000>). You can find the rules that the SHPO uses to administer the program in Title 17 of the Illinois Administrative Code, Chapter IV,

[Section 4150 \(/dnrhistoric/Preserve/Documents/17ill.pdf\)](/dnrhistoric/Preserve/Documents/17ill.pdf). However, our page of [Frequently Asked Questions \(/dnrhistoric/Preserve/Pages/freezefaq.aspx\)](/dnrhistoric/Preserve/Pages/freezefaq.aspx) may be more helpful in explaining the details of the program and how it works.

See if the tax assessment freeze is right for you and your project.

Step 1: If you own your own home, determine whether your property has been designated as historic. If you are uncertain, you can:

- Contact your local landmark commission. Many of Illinois' Certified Local Governments (/dnrhistoric/Preserve/SiteAssets/Pages/community/CLG_list.pdf) have preservation ordinances that are also approved for the assessment freeze.
- Consult Chicago's Zoning and Land Use Map (<https://gisapps.cityofchicago.org/ZoningMapWeb/terms.html>), if you are a resident of the City of Chicago. Chicago's landmarks are displayed by default, but you must turn on National Register properties by opening the map legend and clicking on the "National Register" section.
- Contact the IL SHPO National Register staff at 217-785-4324 to determine if your property is on the National Register elsewhere in Illinois.

Step 2: Determine if your rehab might be eligible.

- Find the assessed value and market value (or fair cash value) of your property by contacting your assessor or by referring to your current property-tax bill. Many assessors provide this information on their websites.
- Decide whether the work you have in mind will cost more than 25% (or 1/4) of your property's fair cash value.
- Contact SHPO staff at 217-524-0276 to discuss whether your work may meet the Secretary of the Interior's Standards for Rehabilitation (<https://www.nps.gov/tps/standards/rehabilitation.htm>). We highly recommend you submit Part 2 of the three-part application prior to beginning work and early in the design process.

Step 3: Download the Application and its instructions.

- Click here for the instructions (</dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-instructions.pdf>)
- Click here for the Part 1 (</dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-part1.pdf>), which you fill out and we use to certify that your property is indeed historic. If you're embarking on or are in the middle of the designation process, you can still apply for the assessment freeze. Just tell us on the Part 1.
- Click here for the Part 2 (</dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-part2.pdf>), in which you describe your anticipated work and attach photos and (if prepared) architectural plans. We will review it to make sure your project meets the Standards for Rehabilitation. If your work changes during construction, contact us and let us know so we can continue to ensure your project meets the Standards.
- Click here for additional description sheets (</dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-part2->

description.pdf) for the Part 2, if you need more room to accurately describe your work.

- Click here for the Part 3
(/dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-part3.pdf), in which you will show the completed work and list all costs.
- Click here for an expense summary
(/dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-expense-report.pdf) that must accompany your Part 3, along with copies of all receipts.
- Click here for the Do-It-Yourself Labor Report
(/dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-labor-report.pdf), which you will use if you want to count the value of your own labor towards meeting your minimum expenditure. Submit this with your Part 3.

Step 4: Complete and mail us Part 1 and Part 2 of the Application, along with "before" photos and (if prepared) architectural plans:

- Once we approve your Part 2 as meeting the Standards, you may begin construction.
- You are not disqualified from applying if you have already begun or completed construction; however, any work undertaken before we approve your Part 2 is at your own risk. Applications must be submitted within two years of project completion.
- Contact us if your plans change during the course of the project. We must make sure the changes continue to meet the Standards.

Step 5: Request final approval by completing and mailing us Part 3 of the Application.

- When construction is completed, mail us a completed Part 3 form, a freshly taken set of "after" photographs, a summary spreadsheet of all expenses, and copies of proof of expenditure. You must spend at least 25% of the property's market value on rehabbing the existing building, but you must list all project expenses.
- Within 45 days of receipt of the complete and correctly drafted application, we will determine if the project meets the program requirements.
- If the project is approved, we will mail a Certificate of Rehabilitation to you and your local assessor. The assessor will then make the necessary adjustments to your property record.

Quick Links

- [Contact Us](/dnrhistoric/Pages/ContactUs.aspx)
(/dnrhistoric/Pages/ContactUs.aspx)
- [Donate to the Historic Sites](https://www.epavillinois.com/Home/ShowSiteLandings.aspx?WebSiteID=375)
(https://www.epavillinois.com/Home/ShowSiteLandings.aspx?WebSiteID=375)

Stay Connected



(http://www.youtube.com/user/HistoricSitesILHPA)



(http://www.twitter.com/historicil)

Contact Information

**State Historic
Preservation Office**
(Preservation Services)
IDNR-One Natural
Springfield, IL 62702-
1271
(217) 782-4836

Property Tax Assessment Freeze Program

Frequently Asked Questions

When should I apply for the Assessment Freeze? Apply as early as possible and before you begin construction so that IL SHPO can advise you as to whether the project meets the Secretary of the Interior's Standards for Rehabilitation (<http://www.nps.gov/tps/standards/rehabilitation/rehab/>) (Standards). You are not automatically disqualified from applying if you have begun or completed construction; however, any work begun before you have an approved Part 2 is at your own risk. Work that does not meet the Standards will disqualify the entire project.

The local preservation commission approved my permit application; is that good enough? No. IL SHPO's review is independent from any local review and may vary.

Is there a cost to apply to or participate in the assessment freeze program? No. This is a free program to Illinois homeowners who rehabilitate their historic houses.

Does this program freeze my property taxes? No. It freezes your Assessed Value at the amount it was the year your rehabilitation started. You are still subject to fluctuating tax rates throughout the freeze period. This law does not prevent your Assessed Value from lowering during the freeze period.

How much do I need to spend to qualify? You must spend at least 25% of the assessor's "Fair Cash Value" or "Fair Market Value" for your property (house + land) for the year the project began. You can find this amount on your tax bill, or by contacting your township or county assessor's office, or by visiting their websites.

What are the Standards? The Standards for Rehabilitation guide work on historic properties while retaining their historic character. IL SHPO applies these 10 Standards (<http://www.nps.gov/tps/standards/rehabilitation.htm>), as interpreted by the National Park Service, to all assessment freeze applications.

How do the Standards apply to a typical house? The Standards demand that significant historic spaces and elements be retained, while non-significant spaces and elements may be changed. The exterior front and usually the sides and their historic windows must be retained. We encourage adding weather-stripping and storm windows. The house's main rooms (i.e., living and dining rooms, vestibule, stairs, halls) and their important elements (i.e., wood floors; mantels, tile surrounds, and hearths; built-in cabinets; doors; trim and casings; and decorative ceilings and coves) must be retained. Most kitchens, baths, attics, basements, and back bedrooms can be changed as the owner desires.

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How long do I have to complete my rehab project? You have 24 months for your eligible expenses to exceed 25% of the assessor's Fair Market Value. You must submit an Application within two years of project completion. If the owner submits a written request and valid explanation why the project could not be finished within two years, IL SHPO's Director might grant an extension.

What are eligible expenses? They are costs incurred by the owner while rehabbing the building. They can include new roofs, repointing, historic window repair, wood refinishing, painting, drywall, electrical and mechanical systems upgrades, work on existing additions (even if they are not historic), kitchen and bath improvements, and architectural fees. Reconstructing missing historic features (i.e., porch, cornice) can count provided that it is based upon historical or physical documentation. Work paid for by grant money and insurance pay-outs (i.e., after a disaster) can be counted.

What are ineligible expenses? They are costs incurred by construction outside the existing building, including the construction of new additions, landscaping, patios, decks, driveways, and plant material. We also review ineligible expenses to ensure the Standards have been met.

How do I document my expenses? You submit copies of receipts, notated cancelled checks, paid bills, and/or contractors' liens. A cost summary must also be included.

Can I build an addition to my house? Yes. The design will be reviewed to determine if it meets the Standards, but its cost is an ineligible expense that cannot be counted towards meeting your minimum expenditure.

How do I determine my eligible expenses if I am rehabbing my existing house and building an addition? For the Part 3 of the application, you must provide the total spent on the existing house (which are eligible expenses) separate from the total spent on building an addition (which are ineligible expenses). One way to approach it is to ask your contractor to break out the two sets of expenses in his or her estimate before construction begins and then track it during construction. This will make figuring out the two expenses easier at the end of the project. When you build an addition and rehab parts of your existing house in one project, you cannot use the project's average per-square-foot cost to determine the cost of just the rehab.

What if I want to do additional work in the future? All work done during the 12-year freeze period must be approved by IL SHPO prior to construction to ensure that it meets the Standards. If work occurs during the freeze period that was not approved as meeting the Standards, your freeze will be cancelled for the remainder of the freeze period.

Besides reviewing additional work, are there other requirements during the freeze period? Yes. Your assessor may send you an affidavit to complete each year verifying that you still are the owner-occupant and that it is still your principal residence. If you do not return the affidavit, your assessment freeze will be cancelled for the remainder of the freeze period.

What if I no longer live there during the freeze period? If the property sells, or is rented, or is no longer your principal residence, the freeze will be cancelled for the remainder of its duration, and your assessor will revise the Assessed Value to its then-current level. Your freeze does not transfer to subsequent owner-occupants. The new owner-occupant can apply for a new freeze if s/he meets the program criteria and spends more than ¼ of the revised Fair Market Value on a new rehab project.

Can I apply for the assessment freeze more than once? Yes, but the same owner-occupant in the same residence must wait 4 years after the end of the 12-year assessment freeze period before applying again, at which point s/he must spend more than 25% of the current Fair Market Value on a new rehabilitation project.

Can I act as a developer and “flip” a house? Yes. A person or company can receive approval on Parts 1 and 2 of the Application and perform the work. When the residence is sold, if the new owner-occupant submits Part 3 with the required documentation and receives approval, then s/he receives the assessment freeze on the property.

Does my own labor count? Yes, as long as you submit a [“Do-It-Yourself Labor Report \(/dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-labor-report.pdf\)”](#) with your Part 3. The allowable rate is the Illinois state minimum wage (\$8.25/hour). Professionals can charge their professional rate for work done in their professions; for example: plumbers can claim their professional rate for plumbing work on their house but can only count minimum wage for plastering or roofing. A letter certifying your professional rate must accompany the form.

How long does it take for IL SHPO to review my application? IL SHPO reviewers will respond to a submission with 45 days, but our reviews are often handled in a shorter period of time. Feel free to check on the status of your application by calling 217-785-1153.

Can multi-unit properties receive the assessment freeze? Yes. The work on the entire building, not just on each unit, must meet the Standards. The project’s minimum expenditure must exceed 25% of the whole building’s assessor’s Fair Market Value.

- Cooperatives: One Certificate of Rehabilitation will be issued for the building as a whole when IL SHPO approves the Part 3.
- Condominiums: Individual unit owners must each submit a separate Part 3 to receive an assessment freeze for his or her unit.
- Duplexes up to 6-flats: For buildings where the building owner lives in one unit as his principal residence and rents the others, a single Certificate of Rehabilitation will be issued.

Contact the Tax Incentives Manager at IL SHPO (217-524-0276), to discuss how your multi-unit property can best apply.

Contact Information



[Home](#) > [The Standards](#) > Rehabilitation Standards and Guidelines

Rehabilitation Standards and Guidelines

The Secretary of the Interior's Standards for Rehabilitation, codified as 36 CFR 67, are regulatory for the [Historic Preservation Tax Incentives program](#). The Guidelines for Rehabilitating Historic Buildings and the Guidelines on Sustainability for Rehabilitating Historic Buildings, which assist in applying the Standards, are advisory.

[Applying the Standards for Rehabilitation](#)

[Guidelines for Rehabilitating Historic Buildings](#)

[Guidelines on Sustainability](#)

Other Standards and Guidelines:

[Four Treatment Standards: Preservation, Rehabilitation, Restoration, and Reconstruction](#)

[Guidelines for the Treatment of Historic Properties](#) 

[History of the Standards](#)

Secretary's Standards for Rehabilitation

The following Standards for Rehabilitation are the criteria used to determine if a rehabilitation project qualifies as a certified rehabilitation. The intent of the Standards is to assist the long-term preservation of a property's significance through the preservation of historic materials and features. The Standards pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior of historic buildings. The Standards also encompass related landscape features and the building's site and environment, as well as attached, adjacent, or related new construction. To be certified, a rehabilitation project must be determined by the Secretary to be consistent with the historic character of the structure(s) and, where applicable, the district in which it is located. The following Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Guidelines for Rehabilitating Historic Buildings

The [Guidelines](#) assist in applying the Standards to rehabilitation projects in general; consequently, they are not meant to give case-specific advice or address exceptions or rare instances. For example, they cannot tell a building owner which features of an historic building are important in defining the historic character and must be preserved or which features could be altered, if necessary, for the new use. Careful case-by-case decision-making is best accomplished by seeking assistance from qualified historic preservation professionals in the planning stage of the project. Such professionals include architects, architectural historians, historians, archeologists, and others who are skilled in the preservation, rehabilitation, and restoration of the historic properties. These Guidelines are also available in [PDF format](#).

The [Guidelines on Sustainability for Rehabilitating Historic Buildings](#) stress the inherent sustainability of historic buildings and offer specific guidance on “recommended” rehabilitation treatments and “not recommended” treatments, which could negatively impact a building’s historic character. These Guidelines are also available as an [interactive web feature](#).



nps.gov

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ATTACHMENT C

Winnetka Homes That Have Received
State Property Tax Assessment Freeze Program
As of August 5, 2019

Property Name	Owner Name(s)	House Number	Street Name	Street Type	City	FairCashValue	AssessedValue	TotalRehabCost	ActionDate	ActionTypes
Henry Demarest Lloyd House	Randall and Judy Larrimore	830	Sheridan	Road	Winnetka	\$281,275.00	\$45,004.00	\$130,355.00	23-Oct-86	Part 3 Approved
Leroy DeWolf Kellogg House	Skinner, Samuel	11	Indian Hill	Road	Winnetka	\$839,248.00	\$138,476.00	\$347,452.25	16-Apr-96	Part 3 Approved
	McKay, Terry	915	Sheridan	Road	Winnetka	\$1,133,000.00	\$181,280.00	\$491,697.97	11-Jun-97	Part 3 Approved
Mrs. Enos Barton House	Fisher, Rose and Gary	978	Euclid		Winnetka	\$428,693.75	\$68,591.00	\$142,009.31	07-Oct-97	Part 3 Approved
	Edwards, Michael; Mizel, Melissa	939	Tower	Road	Winnetka	\$147,881.00	\$23,661.00	\$37,570.65	27-May-97	Part 3 Approved
	Tabachnik, Emanuel and Stacy	909 930	Fisher	Lane	Winnetka	\$770,631.00	\$123,301.00	\$380,505.76	10-Dec-98	Part 3 Approved
	Benedetto, John & Lisa	535	Cherry	Street	Winnetka	\$413,487.50	\$66,158.00	\$446,848.00	08-Aug-00	Part 3 Approved
	Stephens, Robert and Carla	687	Cherry	Street	Winnetka	\$289,653.00	\$46,346.00	\$78,407.16	14-Aug-01	Part 3 Approved
Everett D. Graff House	Deborah Boden Manoogian Living	20	Fox	Lane	Winnetka	\$1,314,856.00	\$210,377.00	\$91,393.75	13-Dec-01	Part 3 Approved
	Ted and Julie Windsor	902	Greenwood	Avenue	Winnetka	\$199,875.00	\$31,980.00	\$83,957.75	13-Jun-03	Part 3 Approved
	Louis Kenter and Leslie Graham	94	Mary	Street	Winnetka	\$546,044.00	\$87,367.00	\$400,000.00	22-Oct-03	Part 3 Approved
	Muneer Satter	419	Sheridan	Road	Winnetka	\$2,800,175.00	\$448,028.00	\$994,817.00	19-Dec-03	Part 3 Approved
	John and Kirsten Halston	1345	Trapp	Lane	Winnetka	\$1,900,325.00	\$304,052.00	\$1,665,904.00	27-Dec-06	Part 3 Approved
	John Snyder	592	Cherry	Street	Winnetka	\$628,175.00	\$100,508.00	\$230,087.00	09-Jun-08	Part 3 Approved
	Michael Levitin and meredith	507	Cedar	Street	Winnetka	\$497,588.00	\$79,614.00	\$376,182.00	24-Nov-08	Part 3 Approved
	Paul Weaver	660	Pine	Street	Winnetka	\$913,919.00	\$146,227.00	\$378,446.20	04-May-09	Part 3 Approved
	Peter and Lisa Beebe	790	Bryant	Avenue	Winnetka	\$784,300.00	\$125,488.00	\$539,392.28	23-Dec-09	Part 3 Approved
	David and Justine Hourihane	660	Prospect	Avenue	Winnetka	\$716,590.00	\$71,659.00	\$1,127,275.41	09-Dec-13	Part 3 Approved
	Constance Capone	978	Euclid	Avenue	Winnetka	\$1,183,320.00	\$118,332.00	\$303,254.00	17-Dec-13	Part 3 Approved
Louis B. Kuppenheimer House	Hugh and Lesa Rider	777	Burr	Avenue	Winnetka	\$1,937,730.00	\$193,773.00	\$991,260.40	25-Oct-17	Part 3 Approved
	Melissa Mizel	939	Tower	Road	Winnetka	\$450,730.00	\$45,073.00	\$130,070.00	16-Aug-18	Part 3 Approved
Fisher House		949	Fisher	Lane	Winnetka				20-Dec-18	Preliminary Project Received
		1094	Fisher	Lane	Winnetka					Preliminary Project discussions

Source: Illinois State Historic Preservation Office

ATTACHMENT D

Address	Inactive Properties													
	830 Sheridan Rd	11 Indian Hill Rd	915 Sheridan Rd	978 Euclid	939 Tower Rd	930 Fisher Ln	535 Cherry St	687 Cherry St	20 Fox Ln	902 Greenwood Av	94 Mary St (5)	419 Sheridan Rd	1345 Trapp Ln	790 Bryant Av
Date Assessment Freeze Approved	10/23/1986	4/16/1996	6/11/1997	10/7/1997	5/29/1997	12/10/1998	8/8/2000	8/15/2001	12/13/2001	6/13/2003	10/22/2003	12/19/2003	12/27/2006	12/23/2009
Year Freeze Ended/Will End	1998	2007	2008	2008	2008	2009	2011	2012	2014	2014	2014	2015	2017	Sold - Ended
PROPERTY TAX IMPACT USING COST OF QUALIFYING IMPROVEMENTS														
Increase in Market Value Based Upon Cost of Qualifying Improvements (1)	\$ 130,355	\$ 347,452	\$ 491,698	\$ 142,009	\$ 37,571	\$ 380,506	\$ 446,848	\$ 78,407	\$ 91,394	\$ 83,958	\$ 400,000	\$ 994,817	\$ 1,665,904	\$ 539,392
Estimated Total Annual Property Tax Savings to Homeowner Based Upon Cost of Improvements(2)														
All Property Taxes	\$ 3,259	\$ 8,686	\$ 12,292	\$ 3,550	\$ 939	\$ 9,513	\$ 11,171	\$ 1,960	\$ 2,285	\$ 2,099	\$ 10,000	\$ 24,870	\$ 41,648	\$ 13,485
Village Portion @ 13%	\$ 424	\$ 1,129	\$ 1,598	\$ 462	\$ 122	\$ 1,237	\$ 1,452	\$ 255	\$ 297	\$ 273	\$ 1,300	\$ 3,233	\$ 5,414	\$ 1,753
Estimated Tax Impact on Other Homeowners in the Village (3)														
All Property Taxes (2)	\$ 0.74	\$ 1.96	\$ 2.78	\$ 0.80	\$ 0.21	\$ 2.15	\$ 2.52	\$ 0.44	\$ 0.52	\$ 0.47	\$ 2.26	\$ 5.62	\$ 9.41	\$ 3.05
Village PT @ 13%	\$ 0.10	\$ 0.26	\$ 0.36	\$ 0.10	\$ 0.03	\$ 0.28	\$ 0.33	\$ 0.06	\$ 0.07	\$ 0.06	\$ 0.29	\$ 0.73	\$ 1.22	\$ 0.40
PROPERTY TAX IMPACT USING ASSESSOR'S MARKET VALUES														
Fair Market Value														
When Freeze Approved (4a)	\$ 281,275	\$ 839,248	\$ 1,133,000	\$ 428,694	\$ 147,881	\$ 770,631	\$ 413,488	\$ 289,653	\$ 1,314,856	\$ 199,875	\$ 546,044	\$ 2,800,175	\$ 1,900,325	\$ 784,300
When Freeze Ended (4b)	\$ 737,950	\$ 1,687,056	\$ 9,361,875	\$ 1,089,244	\$ 469,738	\$ 1,575,344	\$ 1,094,260	\$ 900,440	\$ 2,701,570	\$ 346,570	Not available	\$ 10,043,280	\$ 4,576,160	Not available
2018 (4b)	\$ 1,931,220	\$ 2,390,930	\$ 12,192,410	\$ 1,055,130	\$ 534,240	\$ 1,987,000	\$ 1,038,740	\$ 1,024,960	\$ 2,517,140	\$ 373,110	\$ 4,816,240	\$ 11,462,660	\$ 4,576,160	\$ 1,277,090
Increase in Market Value Between When Freeze Approved & When Freeze Ended	\$ 456,675	\$ 847,808	\$ 8,228,875	\$ 660,550	\$ 321,857	\$ 804,713	\$ 680,773	\$ 610,787	\$ 1,386,714	\$ 146,695	Not available	\$ 7,243,105	\$ 2,675,835	Not available
Estimated Annual Property Tax Savings to Homeowner Based Upon Increase in Market Value Between <u>When Freeze Approved & When Ended</u>														
All Property Taxes	\$ 11,417	\$ 21,195	\$ 205,722	\$ 16,514	\$ 8,046	\$ 20,118	\$ 17,019	\$ 15,270	\$ 34,668	\$ 3,667	Not available	\$ 181,078	\$ 66,896	Not available
Village Portion @ 13%	\$ 1,484	\$ 2,755	\$ 26,744	\$ 2,147	\$ 1,046	\$ 2,615	\$ 2,213	\$ 1,985	\$ 4,507	\$ 477	Not available	\$ 23,540	\$ 8,696	Not available
Estimated Property Tax Impact on Other Homeowners (3)														
All Property Taxes (2)	\$ 2.58	\$ 4.79	\$ 46.49	\$ 3.73	\$ 1.82	\$ 4.55	\$ 3.85	\$ 3.45	\$ 7.83	\$ 0.83	Not available	\$ 40.92	\$ 15.12	Not available
Village Portion @ 13%	\$ 0.34	\$ 0.62	\$ 6.04	\$ 0.49	\$ 0.24	\$ 0.59	\$ 0.50	\$ 0.45	\$ 1.02	\$ 0.11	Not available	\$ 5.32	\$ 1.97	Not available
Assessed Value														
When Freeze Approved	\$ 45,004	\$ 138,476	\$ 181,280	\$ 68,591	\$ 23,661	\$ 123,301	\$ 66,158	\$ 46,346	\$ 210,377	\$ 31,980	\$ 7,367	\$ 448,028	\$ 304,052	\$ 125,488
When Freeze Ended (4)	\$ 118,072	\$ 269,929	\$ 1,497,900	\$ 174,279	\$ 75,158	\$ 252,055	\$ 109,426	\$ 90,044	\$ 296,572	\$ 34,657	Not available	\$ 1,004,328	\$ 457,616	Not available
2018 (4)	\$ 193,122	\$ 239,093	\$ 1,219,241	\$ 105,513	\$ 53,424	\$ 198,700	\$ 103,874	\$ 102,496	\$ 251,714	\$ 37,311	\$ 481,624	\$ 1,146,266	\$ 457,616	\$ 127,709

(1) Total qualifying rehabilitation cost approved by State used as the Market Value of improvements that would be exempted from property tax assessment. Actual value of all improvements may have been greater than qualifying improvements.

(2) Simple assumption that total property taxes are \$2.50 per \$100 of fair market value (\$1,000,000 home paying approx. \$25,000 in property taxes).

(3) Estimated Tax Impact on Other Homeowners = Estimated Annual Property Tax Shift divided by 4,425 housing units. (Source of # of housing units is 2010 Census)

(4a) Source of data State Historical Preservation Office.

(4b) Per County Assessor Records - New Trier Township Office

(5) Due to discrepancies between SHPO data and Cook County Assessor date, unable to calculate.

HISTORIC PROPERTY ASSESSMENT FREEZE PROPERTY TAX IMPACT

Address	Inactive Properties													
	830 Sheridan Rd	11 Indian Hill Rd	915 Sheridan Rd	978 Euclid	939 Tower Rd	930 Fisher Ln	535 Cherry St	687 Cherry St	20 Fox Ln	902 Greenwood Av	94 Mary St (5)	419 Sheridan Rd	1345 Trapp Ln	790 Bryant Av
Date Assessment Freeze Approved	10/23/1986	4/16/1996	6/11/1997	10/7/1997	5/29/1997	12/10/1998	8/8/2000	8/15/2001	12/13/2001	6/13/2003	10/22/2003	12/19/2003	12/27/2006	12/23/2009
Year Freeze Ended/Will End	1998	2007	2008	2008	2008	2009	2011	2012	2014	2014	2014	2015	2017	Sold - Ended
PROPERTY TAX IMPACT USING COST OF QUALIFYING IMPROVEMENTS														
Increase in Market Value Based Upon Cost of Qualifying Improvements (1)	\$ 130,355	\$ 347,452	\$ 491,698	\$ 142,009	\$ 37,571	\$ 380,506	\$ 446,848	\$ 78,407	\$ 91,394	\$ 83,958	\$ 400,000	\$ 994,817	\$ 1,665,904	\$ 539,392
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(4a) Source of data State Historical Preservation Office.

(4b) Per County Assessor Records - New Trier Township Office

(5) Due to discrepancies between SHPO data and Cook County Assessor date, unable to calculate.



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: VILLAGE COUNCIL
FROM: ANN KLAASSEN, SENIOR PLANNER
DATE: JULY 9, 2019
SUBJECT: M-8-2019: 949 FISHER LANE – LANDMARK DESIGNATION

INTRODUCTION

On July 16, 2019, the Village Council is scheduled to consider the Landmark Preservation Commission (LPC) recommendation regarding an application submitted by the property owners, Jeffrey and Karen Watts, to designate 949 Fisher Lane (the “Subject Property”) as a locally designated landmark.

Local landmark designation requires adoption of an ordinance by the Village Council, after receiving a recommendation and report from the LPC pursuant to an application submitted by the property owner(s). The Village Council shall take one of the following actions: (1) designate the landmark by ordinance; (2) refer the report and recommendation back to the LPC with suggestions for revisions and stating reasons for such action; or (3) deny designation of the landmark.

ADVISORY COMMISSION CONSIDERATION AND RECOMMENDATION

The LPC considered the application for local landmark designation at its meeting on March 4, 2019 (Attachment C contains the staff report and Attachment E contains minutes from that meeting). After hearing from the applicants and their representatives, and no members of the public, a motion to recommend the Village Council designate 949 Fisher Lane as a locally designated landmark passed with a vote of 6-0. Based on the “System for the Evaluation of Landmarks,” the LPC found the level of significance of the Subject Property to be “Unique.” The “System for the Evaluation of Landmarks” is a scoring system used to determine the level of significance. The Commission found the property meets the criteria for designation. In fact, the LPC found the Walter T. and Katherine D. Fisher House at 949 Fisher Lane to be one of the most unique homes in the Village and an outstanding example of International architecture. A report outlining the rationale for recommending approval of the application as well as the LPC results of the “System for the Evaluation of Landmarks” is provided in Exhibit B of Ordinance M-8-2019.

Subsequent to the LPC meeting on March 4, 2019, the property owners submitted materials for the LPC to conduct an advisory review of exterior alterations to features that are in need of repair and maintenance. The work includes the following: (1) painting of railings on the upper floor/roof deck; (2) painting of window and door trim; (3) painting of window glazing; (4) replacement of mortar in certain areas where repairs have been made over the years and does not match; and (5) tuck pointing of parapets. After submitting these materials, the Applicant had discussions with staff regarding whether or not they wanted to continue through the local landmark designation process. In the end they decided to move forward with the designation.

On June 3, 2019, the LPC conducted an advisory review of the exterior alterations described above. After hearing from the applicants, the four voting members present found the exterior alterations appropriate to the preservation of the property and that the property continues to meet the criteria for designation as a locally designated landmark. (Attachment F contains the staff report and Attachment G contains minutes from the June meeting).

ADDITIONAL BACKGROUND INFORMATION

Current Local Landmarks. The last property to be designated as a locally designated landmark was 1153 Asbury Avenue. On June 5, 2012, Ordinance M-8-2012 was adopted by the Village Council designating 1153 Asbury Avenue as a locally designated landmark. Currently, there are 27 properties designated as locally designated landmarks and one property that is a locally certified landmark. A list of landmarks in the Village is provided in Attachment H.

Locally Designated Landmarks vs Locally Certified Landmarks. The owner(s) of a designated landmark, the alteration of which is subject to the advisory review of the LPC, may request that any alteration be subject to the *binding* review of the LPC. Upon approval of such request by the LPC, a declaration shall be recorded by the Village in the office of the Cook County Recorder of Deeds. Upon recordation the designated landmark becomes a certified landmark, and any proposed exterior alterations *require approval* by the LPC prior to the improvements being made. After a designated landmark has been certified, the certification shall not be withdrawn except for an express determination set forth in a resolution of the Village Council. At this time, the applicants are not requesting certified landmark status. The request is to have the property recognized as a designated landmark, which requires an *advisory* review of proposed exterior alterations by the LPC.

State Property Tax Assessment Freeze Program. Given questions that were raised in 2012 when the Village Council last considered an application for landmark designation, the following information regarding the Property Tax Assessment Freeze is being provided as additional background.

The Property Tax Assessment Freeze Program (the “Program”) is administered by the Illinois State Historic Preservation Office (SHPO). The Program freezes the assessed value of a historic, owner-occupied principal residence (base year valuation) for eight years when the owner undertakes a substantial, approved rehabilitation. After eight years, the assessed value is brought back to market level over a period of four years: Year 1 - base valuation plus 25% of the adjustment in value; Year 2 - base year valuation plus 50% of the adjustment in value; Year 3 – base year valuation plus 75% of the adjustment in value; and Year 4 – the then fair current market value.

To qualify for the Program, a property must: (1) be a certified historic structure, either by listing on the National Register of Historic Places individually or in a district, or by local landmark designation in a community with an approved historic preservation ordinance; (2) be a single-family, owner-occupied, principal residence; (3) undergo a rehabilitation that has eligible expenses equal to or exceeding 25% of the property’s fair market value within a two year period; and (4) undergo a rehabilitation that meets the Secretary of the Interior’s “Standards for Rehabilitation.”

It is important to note that not every locally designated landmark qualifies for the Program. Additionally, a property does not need to be designated as a local landmark to qualify for the Program. A property that is listed on the National Register of Historic Places, but not designated as a local landmark, can also apply to the Program. Since 1986, 16 projects in the Village have participated in the Program.

For additional details regarding the application for 949 Fisher Lane, please see the LPC staff reports that are included as Attachments C and F in this report as well as the report from the LPC outlining the rationale for recommending approval of the application (Exhibit B of Ordinance).

RECOMMENDATION

Consider introduction of Ordinance M-8-2019. The Ordinance would designate the Walter T. and Katherine D. Fisher House at 949 Fisher Lane as a locally designated landmark.

ATTACHMENT B

ORDINANCE NO. M-8-2019

AN ORDINANCE DESIGNATING 949 FISHER LANE AS A LANDMARK

WHEREAS, Jeffrey Watts and Karen Watts ("**Owners**") are the owners of the property commonly known as 949 Fisher Lane, Winnetka, Illinois, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance ("**Subject Property**"); and

WHEREAS, the Subject Property is improved with a single family home known as the Walter T. and Katherine D. Fisher House ("**Fisher House**"); and

WHEREAS, Chapter 15.64 of the Winnetka Village Code ("**Village Code**"), titled "Landmark Preservation," sets forth standards and procedures for preserving, protecting, enhancing, rehabilitating, and regulating buildings, structures, objects, and places of historical, cultural, or architectural significance ("**Landmark Regulations**"); and

WHEREAS, pursuant to Section 15.64.040 of the Landmark Regulations, the Owners submitted an application for the designation of the Subject Property as a landmark to the Director of Community Development for consideration by the Landmark Preservation Commission ("**Commission**"); and

WHEREAS, pursuant to, and in accordance with, the Landmark Regulations, a duly noticed public hearing of the Commission to consider the Owners' application was held on March 4, 2019; and

WHEREAS, on March 4, 2019, the Commission made findings, which findings are attached as **Exhibit B**, and evaluated the application and the Subject Property using the Village's System for the Evaluation of Landmarks and gave the Subject Property an overall score of 89.8, resulting in the highest rating of "unique"; and

WHEREAS, pursuant to the findings made by the Commission and the overall rating of the Subject Property as unique, the Commission: (i) determined that the Subject Property meets the criteria for the evaluation of landmarks set forth in the Landmark Regulations; and (ii) unanimously recommended that the Village Council designate the Subject Property as a landmark; and

WHEREAS, the Village Council has considered the recommendation of the Commission and has determined that it is in the best interest of the Village and its residents to accept the findings and recommendation of the Commission, which findings are incorporated herein, and approve the designation of the Subject Property as a landmark;

NOW, THEREFORE, the Council of the Village of Winnetka do 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: LANDMARK DESIGNATION. In accordance with, and pursuant to, Section 15.64.040 of the Village Code, the Village Council hereby designates the Subject Property as a locally designated landmark.

SECTION 3: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

PASSED this ____ day of _____, 2019, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2019.

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 _____, 2019.

Introduced: September 3, 2019

Passed and Approved: _____, 2019

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

That part of Block 2 in the Hubbard Estate Subdivision in the Northeast Fractional $\frac{1}{4}$ of Section 17, Township 42 North, Range 13, East of the Third Principal Meridian, commencing at a point on the West line of said Block 2, 200 Feet South of the North line thereof, thence East along a line parallel to and 200 Feet South of the North line of Block 2, 245.3 Feet to the Northwest corner of Lot 1 in the Fisher Subdivision of part of Block 2 aforesaid, thence South along the West line of Lot 1 aforesaid, 211 Feet to the Southwest corner of Lot 1 aforesaid, thence Westerly along the Southerly line of Block 2 aforesaid, 322.7 Feet, more or less, to the Southwest corner of said Block 2, thence Northerly along the Westerly line of said Block 2, 123.5 Feet, more or less to the place of beginning, in Cook County, Illinois.

Commonly known as 949 Fisher Lane, Winnetka, Illinois.

PIN: 05-17-200-044-0000

EXHIBIT B
LANDMARK PRESERVATION COMMISSION FINDINGS
(SEE ATTACHED EXHIBIT B)

EXHIBIT B



CONSIDERATION OF LANDMARK ELIGIBILITY

Walter T. and Katherine D. Fisher House
949 Fisher Lane, Winnetka

This report is an integral part of the March 4, 2019 Landmark Preservation Commission meeting minutes and is also compiled based on the submitted application for local landmark designation written by Susan Benjamin and Gwen Sommers Yant of Benjamin Historic Certifications.



Figure 1 – 949 Fisher Lane (May 2019)

Findings of the Commission

Based on the System for the Evaluation of Landmarks contained in Chapter 15.64 of the Village Code titled “Landmark Preservation” (see attached rating sheet), 949 Fisher Lane was rated a “Unique” property with a score of “89.8”.

Architectural Type, Style and Period. The Walter T. and Katherine D. Fisher House was built in 1929 in the International style. The Commission found the house to be a high-style example of an architectural style

that is rare in Winnetka and which retains a high degree of integrity. Few residences were built in the International style in Winnetka or in other villages on the North Shore. Rarer still were large high-style International style houses on large lots, or examples of the style dating from the 1920's.

Based on these facts, the architectural type, style and period of the home were judged to be "extremely rare", with a rating of "5".

Method of Construction. The Fisher House is constructed of brick and is unique due to its planar surfaces, crisp geometry and sparseness of detail. It is constructed of quality materials (ex. copper flashing, steel windows) and exhibits a high quality of craftsmanship (ex. brickwork, interior handrail, terra cotta drinking fountain) and detail (ex. built-ins, door design). The Commission also found the house to be unique in that the major design consideration was based on function, not style. The intent was to design a home that was totally functional for a family of two adults and several children and to embrace outdoor activities, hence the upper level and roof deck. Furthermore, the Fisher House received wide critical acclaim from the architectural, arts and popular presses, being featured in *The Architectural Record* (November, 1929), *The Arts* (February, 1930) and *House Beautiful* (March, 1930).

With regard to rarity in method of construction, the home was judged to be "extremely rare" and therefore rated a "5".

Association with an Historical Event, Person, or Cultural Activity. Walter T. and Katherine D. Fisher were the original owners and owned the property until 1963 when the property was purchased by Edwin M. Bush, Jr. and Susanne Bradley Bush. The estate of Susanne Bradley Bush Wilcox sold the property to the current owners in 2018.

The Fisher House has a strong association with the life and activities of persons who contributed to historic and cultural events – most directly with: (1) owners Walter T. and Katherine D. Fisher who made significant contributions on the local, state and even national levels during the 35 years they resided in the house, (2) architect Howard Fisher, (3) U.S. Secretary of the Interior and Mrs. Walter L. Fisher, the parents of Walter T. Fisher, (4) modern artist Margaret Fisher, and (5) modern dancer/choreographer Ruth Page.

With regard to association with an historical event, person or cultural activity, the Commission rated the home as a "5", association at the state, county or local level.

Association with an Architect or Master Builder. The architect for the Fisher House was Howard Taylor Fisher, the youngest brother of owner Walter T. Fisher. This was the first house by Howard Fisher; he was 25 years old when he designed the home. Howard's design of the Fisher House was considered remarkable and published in many articles and gained praise from the time it was first built. He was ahead of his time, which was noteworthy for an architect of his age. The Fisher House was designed at the time European modernism was just being introduced to the United States. Howard went on to have a distinguished career as an architect, city planner and educator. Howard Fisher became a leading pioneer in the field of prefabricated houses, starting the innovative company General Houses, Inc. The company's first project was on a nearby lot along Winnetka's lakefront. Howard Fisher was recognized with the American Institute of Architects' (AIA) highest honor – election as a Fellow. His importance extends beyond architecture, to city planning, with his involvement in the development of GIS technology.

The Commission rated the home as a "5", association with an architect on a national level.

Established or Familiar Visual Feature. The Fisher House is located at the northeast corner of Fisher Lane and Fisher Crescent Lane. The Commission felt that this is a grand and very unique home that is certainly recognizable in the neighborhood. Therefore, the Commission rated the home as a “symbol of a neighborhood or a conspicuous and familiar structure in the context of the entire Village,” warranting a score of “4”.

Originality. With the exception of a greenhouse that was added above a porch on the southeast corner of the home, which has since been removed, there have not been any structural alterations to the home. In fact, the original steel windows and cork floor all remain. Given the fact there have been no major alterations, the Commission rated the home’s alterations of design integrity as “excellent”, warranting a score of “5”.

Age of Structure. The Fisher House was constructed in 1929, therefore, the home warrants a score of “3”.

Alteration of Surrounding Properties (View from Property). Some homes in the neighborhood have been torn down and replaced with new homes but many of the original prominent homes still remain intact. The Commission determined the existing conditions of the surrounding area to consist of “minor alterations”, which warranted a score of “3”.

Alteration of Original Site (View of Property). The large lot has been heavily landscaped for years; many of the original trees planted by the Fishers remain today. The Commission determined the condition of the site to be “original”, which warranted a score of “5”.

Structural Condition. The Commission determined the structural condition to be “exceptional”, which warranted a score of “5”.

Resolution

The Landmark Preservation Commission found the Walter T. and Katherine D. Fisher House at 949 Fisher Lane to be highly significant and more than satisfy the criteria for local landmark designation. The Commission found the property to be historically significant given its strong association with three generations of the accomplished family of nationally-prominent lawyer, civic reformer and conservationist Walter L. Fisher and his wife Maybel Taylor Fisher. Additionally, the Commission found the Fisher House to be significant due to its association with the architect Howard T. Fisher. Lastly, the Commission found the Fisher House to be architecturally significant based on its sophistication, quality, integrity and rarity of the International style. The Commission found the Fisher House to be one of the most unique homes in the Village and is excited to recommend such an outstanding example of International architecture that maintains remarkable integrity.

Based upon these considerations and the System for Evaluation rating of “Unique”, with a score of “89.8”, the Commission unanimously voted to recommend that the Village Council designate the Walter T. and Katherine D. Fisher House at 949 Fisher Lane as a local landmark.

Respectfully Submitted,

Louise Holland
Katie Comstock
Chris Enck
Laura Good

Joseph Stewart
Beth Ann Papoutsis
Paul Weaver

SYSTEM FOR THE EVALUATION OF LANDMARKS

TIER 1

CATEGORY	FACTORS	POINT VALUE	WEIGHT*	SCORE
Rarity: Architectural Type, Style and Period	-Extremely Rare	⑤	<u>10</u>	<u>50</u>
	-Rare	4		
	-Somewhat Rare	2		
	-Common	0		
Rarity: Method of construction and its application	-Extremely Rare	⑤	<u>1</u>	<u>5</u>
	-Rare	4		
	-Somewhat Rare	2		
	-Common	0		
Association with an Historical Event, Person, or Cultural Activity	-National	5	<u>1</u>	<u>5</u>
	-State, County or Local	⑤		
	-None	0		
Association with an Architect or Master Builder	-National	⑤	<u>1</u>	<u>5</u>
	-State, County or Local	5		
	-Architect or builder identified but of no known importance	1		
	-Architect or builder unknown	0		
Established or Familiar Visual Feature	-Symbol of Village as a whole	5	<u>1</u>	<u>4</u>
	-Symbol of a neighbor- hood or a conspicuous and familiar structure in the context of the entire Village	④		
	-A conspicuous and familiar structure in the context of a neighborhood	3		
	-Not particularly conspicuous or familiar	0		

Tier 1 Score 69
(Add Above 5 lines)

*The (or a) category with the highest point value is given a weight of 10. All other categories are weighted 1.

TIER 2

CATEGORY	FACTORS	POINT VALUE		WEIGHT		SCORE
Alteration of (Originality) Design Integrity	-Excellent	5				
	-Good	4				
	-Fair	3	☐	10	=	50
	-Poor	0				
Age of Structure	-pre-1900	5				
	-1900-1930	3	☐	4	=	1
	-1931-1950	2				
	-1951 to present	1				
Alteration of Surrounding Properties (View from Property)	-Original	5				
	-Minor Alterations	3	☐	4	=	1
	-Major Alterations	0				
Alteration of Original Site (View of Property)	-Original	5				
	-Minor Alterations	3	☐	3	=	15
	-Major Alterations	0				
Structural Condition	-Exceptional	5				
	-Good	3	☐	3	=	15
	-Fair	1				
	-Deteriorated	0				
Tier 2 Score						104
(Add Above 5 Lines)						0
Avg. Tier 2 Score						
(Divide Total by 5)						

69 Tier 1 Score	+	0 Avg. Tier 2 Score	=	9 Total Score
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Level of Significance

<u>Total Points</u>	<u>Category</u>
80-94	Unique
65-79	Significant
50-64	Important



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: LANDMARK PRESERVATION COMMISSION
FROM: ANN KLAASSEN, SENIOR PLANNER
DATE: FEBRUARY 26, 2019
SUBJECT: CASE NO. 19-05-LPC: 949 FISHER LANE - LANDMARK DESIGNATION

INTRODUCTION

On March 4, 2019 the Landmark Preservation Commission (LPC) is scheduled to hold a public hearing on an application submitted by Jeffrey and Karen Watts (the "Applicants") as the owners of the property commonly known as 949 Fisher Lane (the "Subject Property"), to have the Subject Property designated as a local landmark.

A mailed notice was sent to owners of properties contiguous to and across from the Subject Property. As of the date of this memo, staff has not received written comment from the public regarding this application.

The Village Council has final jurisdiction on this request as only the Council has the authority to designate a landmark by ordinance.

PROPERTY DESCRIPTION

The Subject Property, which is approximately 1.18 acres in size, is located at the northeast corner of Fisher Lane and Fisher Crescent Lane and contains a single family residence. The property is zoned R-2 Single Family Residential, and it is surrounded by R-2 Single Family Residential. The Subject Property is identified on a GIS aerial map on the following page (Figure 1).

The Comprehensive Plan designates the Subject Property as appropriate for single family residential development. The zoning of the property is consistent with the Comprehensive Plan.

PROPERTY HISTORY

Constructed in 1929, the residence was designed by Howard Taylor Fisher for Walter Taylor Fisher. According to Village files, no subsequent building permits were issued that would have altered the residence. The Applicants acquired the property in September 2018.

The Applicants have provided a written statement describing the residence and reasons in support of the proposed designation, along with current and older photographs of the Subject Property, all of which are included in this report as Attachment A.

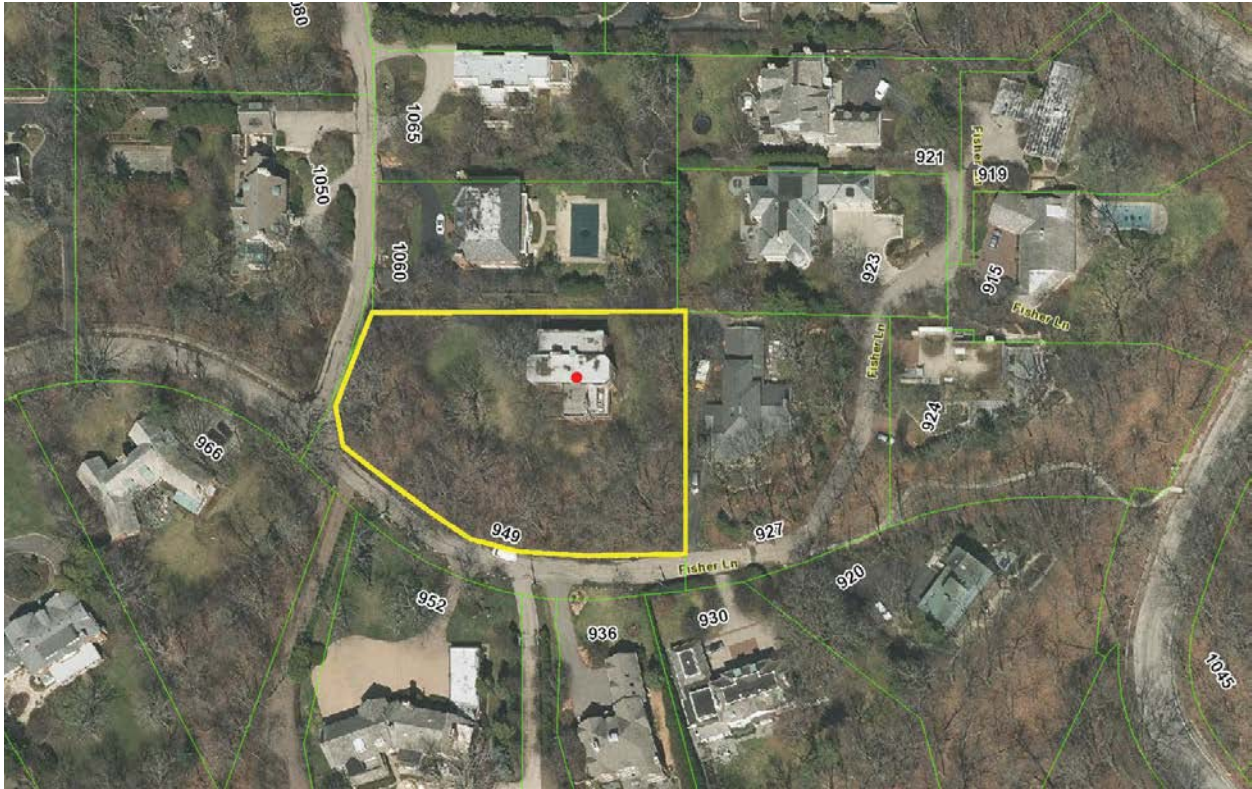


Figure 1 – Subject Property

COMMISSION REVIEW

The LPC is to make findings and a recommendation to the Village Council on the application. Following receipt of testimony at the public hearing, the LPC shall make its determination and recommendation to the Village Council that, based on the evidence received at the public hearing, the Subject Property does or does not meet the criteria for designation. The criteria to consider when evaluating a potential landmark are as follows:

1. General Considerations:

- a. The structure, building, object or site has significant character, interest or value as part of the historic, cultural or architectural characteristics of the Village, the state or the United States;
- b. The structure, building, object or site is closely identified with a person or persons who significantly contributed to the culture or development of the Village, the state or the United States;
- c. The structure, building, object or site is the result of the notable efforts of, or is the only known example of work by, a master builder, designer, architect, architectural firm or artist whose individual accomplishment has influenced the development of the Village, the state or the United States;
- d. The unique location or singular physical characteristics of the structure, building, object or site make it an established and important visual feature;
- e. The activities associated with the structure, building, object or site make it a current or former focal point of reference in the Village;
- f. The structure, building or object is of a type or is associated with a use once common

but now rare, or is a particularly fine or unique example of a utilitarian structure and possesses a high level of integrity or architectural significance.

2. Architectural Significance

- a. The structure, building, object or site represents certain distinguishing characteristics of architecture inherently valuable for the study of a time period, type of property, method of construction or use of indigenous materials;
- b. The structure, building, object or site embodies elements of design, detail, material or craftsmanship of exceptional quality;
- c. The structure, building, object or site exemplifies a particular architectural style in terms of detail, material, and workmanship.
- d. The structure, building, object or site is one of the few remaining examples of a particular architectural style;
- e. The structure, building, object or site is, or is part of, a contiguous grouping that has a sense of cohesiveness expressed through a similarity of style characteristics, time period, type of property, method of construction, or use of indigenous materials, and accents the architectural significance of an area.

3. Historical Significance:

- a. The structure, building, object or site is an exceptional example or an historic or vernacular style, or is one of the few such remaining properties in the Village;
- b. The structure, building, object or site has a strong association with the life or activities of a person, persons, organization or group who significantly contributed to or participated in historic or cultural events;
- c. The structure, building, object or site is associated with a notable historic event.

To assist the LPC in the review of nominations, the Village Council adopted the System for the Evaluation of Landmarks, a copy of which is provided as Attachment B to this report. The System for the Evaluation of Landmarks is consistent with the criteria listed above and is a scoring system to determine the level of significance of the Subject Property.

Additionally, the LPC's recommendation may include an explanation of a significant feature or features of the Subject Property that should be preserved and protected, as well as any other information the LPC may deem pertinent to the determination or recommendation.

FINDINGS

In the attached application materials submitted by the Applicants, the Applicants have provided an evaluation of the Subject Property identifying how the property meets the criteria for landmark designation. Does the LPC find that the Subject Property meets the criteria for designation as a local landmark; and if so, is the LPC prepared to make a recommendation to the Village Council regarding the requested landmark nomination?

In the next section, we ask about information that is important in evaluating landmark requests. For questions that are not relevant, write “none” or “not known”. Please provide sources for your information. Referring to the title and page number of a book is fine. For other documents, it would help to include a photocopy of your source. If the source is Village Hall, simply write what the reference is, for example: “Water hook up – Village Hall.”

1. If known, give the name of the architect
Architectural firm
Designer
And/or builder
Do you have original plans?

Is the property associated with a historical person or group?
Please explain.

Is the property associated with a notable historic event? If so, explain.

2. **Alteration History:** *Please include current photos of all sides of the house and older photos, if available. The “structure files” at the Winnetka Historical Society, may have older photos.*

If known, describe changes made to the outside of the building since it was built. Have important changes been made to the property as viewed from the street in the last fifty years? Please include descriptions of alterations, dates and architects, if known. (Note: Building permit records at Village Hall are helpful)

If known, describe changes over the last fifty years to the original property, not including alterations to the building itself. These changes could include subdivision, fences or new structures added to the property. (Note: Sanborn maps at Village Hall are helpful. Also, many buildings in the Village have been moved from their original sites.)

3. Do you have any other information about the property or anecdotes you’d like to share? This information can be based upon hear-say, so long as you tell us the source.

4. I (We) hereby certify that I (We) am (are) the owner(s) of the property described in the form and wish to make application for designation of this property as a landmark by the Village of Winnetka.

Name(s): Karen and Jeffrey Watts
Signature(s): [REDACTED]
Date: 2/10/19
Phone: [REDACTED] Fax: [REDACTED] Email: [REDACTED]

Please forward your completed nomination to:

**Winnetka Landmark Preservation Commission
Village Hall
510 Green Bay Road
Winnetka, Illinois 60093**



LANDMARK NOMINATION

Walter Fisher House

CONTINUATION PAGES

4. PREVIOUS OWNERS

1929-1963

Walter Taylor (1892-1991) and Katharine Dummer Fisher (1892-1961)

The original owners, Walter T. and Katharine D. Fisher, had been married a little more than 10 years when they built 949 Fisher Lane. Over the next 35 years they made significant contributions on the local, state and even national levels while also raising a family of six children¹ in the house.



HOUSE FOR MR. AND MRS. WALTER T. FISHER, WINNETKA, ILLINOIS

The Architectural Record, 1929

¹ Walter T and Katharine D. Fisher's children were Walter, Ethel, John, Roger, Francis (born 1926) and Gerard.

Walter Taylor Fisher was the eldest of eight children² born into a prominent family headed by their cerebral, civic-minded parents Mabel T. (1867-1953) and Walter L. Fisher (1862-1935). A March 16, 1911 *Washington Post* article characterized Walter's mother, the "former Miss Mabel Taylor of Boston," as having "show[n] her progressiveness first by taking a degree in



Mabel Taylor Fisher



Walter Lowrie Fisher

Radcliffe College [before her marriage in 1891]" and "[t]hen becom[ing] a force in the Chicago women's clubs."³ A woman of high expectations and a strong sense of social responsibility, she was proudly described by one of her daughters, "My mother came from Boston. She gave us all our individuality. All the Fishers are damned independent."⁴ The couple was well matched. Walter Lowrie Fisher, was a founder and name partner in the prestigious Chicago law firm Matz, Fisher & Boyden.⁵ He was a well-respected expert in the complexities of elevated and street railways, as well as a high-profile civic reformer and conservationist, who from 1911-

² Walter L and Mabel T Fisher's children were Walter Taylor (born in Chicago, 1892), Arthur (born in Chicago, 1894), Thomas Hart (born in Winnetka, 1896), Frederick Bourne Taylor (born in Winnetka, 1896), Margaret (born in Winnetka, 1898), Howard Taylor (born in Winnetka, 1903) and Ruth (born in Winnetka, 1910). An 8th child died in infancy in 1906.

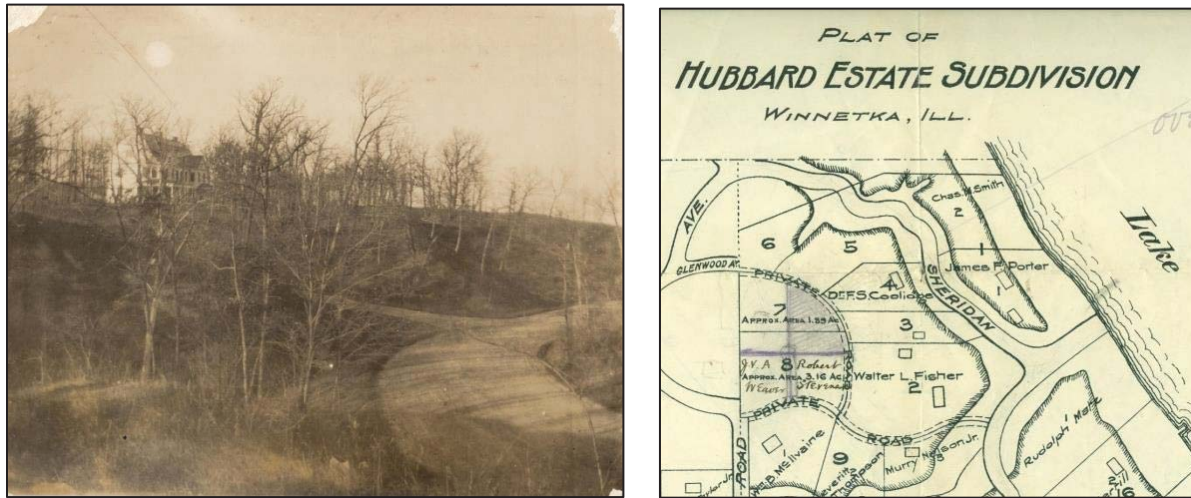
³ Paul Rhetts, "Walter L. FISHER (1862-1935) m. Mabel TAYLOR (1867-1953)." [A documentary time line] <http://nmsantos.com/Tangled-Branches/Walter%20Fisher/Walter-Fisher.html>.

⁴ Betty Crookes, "Perception, Memory, Color for Fisher Retrospective," [publication name missing] January 15, 1976, p.57. Located in "Fisher Family" file at the Winnetka Historical Society.

⁵ The firm was founded in 1888 as Matz and Fisher. The last name of William C Boyden was added after 1897. All three men built large homes in Winnetka. Rudolph Matz and William Boyden played important roles in founding the Winnetka Community House, and the Community House's theater space bears his name. Laird Bell who joined the firm in 1910 and would become a name partner, also built a large home in Winnetka and played a pivotal role in establishing Skokie School.

1913 served as United States Secretary of the Interior under President William Howard Taft. "With him competence, integrity and courage were everything."⁶

In the mid-1890s⁷ Walter and Mabel Fisher built a large frame summer house at 1060 Sheridan Road in Lakeside (i.e. Hubbard Woods) approximately 200' northeast of where 949 Fisher Lane



1060 Sheridan Road (Images courtesy of Winnetka Historical Society)

now stands. The dramatic multi-acre site atop the bluff had a magnificent view of nearby Lake Michigan. A fellow champion of conservation, Jens Jensen, was hired to design the landscape.⁸ The 1890s began an intensive period of development along Sheridan Road in Winnetka, which became lined with estates by the end of 1920s. Rudolph Matz, Fisher's partner and Winnetka civic leader, owned the lakefront estate caddy-corner across Sheridan Road.

As was common among affluent families at the time, the Fishers also maintained a city house, theirs being in Chicago's Gold Coast at 1313 N State. Nurturing education being of prime importance, the Fishers consciously chose for their son Walter to be educated at the nearby

⁶ Walter T. Fisher, "Walter L. Fisher," *The University of Chicago Law School*, Vol 10, No 1, p. 5. This paper was part of a series on distinguished Chicago lawyers sponsored by the University of Chicago Law School. <http://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=2ahUKEwiygqS4sqfgAhVILKwKHWJiCMQQFjAAegQIABAB&url=http%3A%2F%2Fchicagounbound.uchicago.edu%2Fcgi%2Fviewcontent.cgi%3Ffilename%3D0%26article%3D1027%26context%3Dlawschoolrecord%26type%3Dadditional&usg=AOvVaw0AcpTdHD9xZtEaogDpoBCf>

⁷ Caroline Thomas Harnsberger, *Winnetka: The Biography of A Village*. (Evanston, IL: The Schori Press, 1977), 11.

⁸ Robert E. Grese, *Jens Jensen: Maker of Natural Parks and Gardens* (Baltimore: The Johns Hopkins University Press, 1992), 203. The list of Jensen projects in Appendix A includes "Fisher, Walter L. (Name of Project), 1914-1915 (Date), Hubbard Woods, IL (Place), Jensen Collection, Art and Architecture Library, University of Michigan, Ann Arbor (Source)."

Latin School, where he graduated in 1909.⁹ Chicago Latin School had been founded in 1888 by prominent Gold Coast parents to provide the content quality of east coast schools and the latest child-centered methods of the new Progressive Education movement. Introduced in the mid-1870s in Quincy, Massachusetts by Francis Parker, progressive education discouraged rote memorization and instead nurtured each child's creativity and inquisitiveness to foster learning. Progressive education principals would be key in the design of Walter Fisher's home twenty years later. The intellectual rigor of Latin propelled Walter on to Harvard for a B.A. (1913) and law degree (1917). The following year he joined his father's law firm Fisher, Boyden, Bell, Boyd & Marshall.¹⁰



Walter Taylor Fisher

Walter T Fisher went on to become a distinguished lawyer and civic leader, serving as president of the City Club of Chicago from 1925-1927 and of the Council on Foreign Relations from 1944-1946,¹¹ as well as the president of a bank owned by clothing workers¹²—Amalgamated Trust & Saving Bank, Chicago, from 1926-1929. Beginning in the late 1930s, he was the principal initiator of the Chicago and Illinois Bar Associations' lawyer referral service providing low-cost legal services. On the state level, he was a trustee of the University of Illinois (1929-1931), and

⁹ *Who's Who in Chicago and Vicinity: The Book of Chicagoans*, (Chicago: The A. N. Marquis Company, 1931), 320.

¹⁰ The name of the law firm went through many permutations during the century-long period Walter L and Walter T Fisher were affiliated with it. Many of the name partners were Winnetkans.

¹¹ Kenan Heise, "Walter T. Fisher, 99, Lawyer, Ex-Chief of ICC," *Chicago Tribune*, August 29, 1991.

<http://www.chicagotribune.com/news/ct-xpm-1991-08-29-9103040565-story.html>

¹² Arthur John Keefe, "What Every Lawyer Doesn't Know," *ABA Journal*, Vol 61, March, 1975, 378-380.

U3U0Bsov7JziunseNw4kGkliCHsdr5w&hl=en&sa=X&ved=2ahUKEwi-kcH3wJngAhVJZawKHZG2Bk4Q6AEwA3oECAgQAQ#v=onepage&q=Adlai%20Stevenson%20Walter%20T%20Fisher&f=false

under Governor Adlai Stevenson served as chair of the Illinois Commerce Commission (1949-1953). Walter T Fisher also served his community, being a trustee of New Trier High School for a decade (1923-1933).¹³



Katharine Dummer Fisher

Katharine Dummer Fisher, his wife, was an intellectual and civic powerhouse in her own right. She was from a wealthy, prominent Chicago family, with pioneer Illinois roots, that was particularly notable for a line of powerful, independent-minded, socially conscious matriarchs.¹⁴ Her parents, William Francis (1852-1929) and Ethel Sturgis Dummer (1866-1954), shared many of the same education, social welfare and civic interests as the Fishers and lived a short distance from them in the affluent area north of the Chicago River. William Dummer was a successful banker whose own father, a lawyer and judge, was a close friend of Abraham Lincoln. With a strong interest in good government, William was active with prominent civic organizations such the Chicago City Club (of which he was a founder) and the Municipal Voter' League¹⁵ (of which Walter Lowrie Fisher was a founder and president). Ethel Sturgis Dummer, Katharine's mother, who came to live at 949 Fisher Lane at the end of her life, was a renowned "pioneer social and civic worker,"¹⁶ whose contributions included being a founder of the Chicago School of Civics and Philanthropy (later known and the University of Chicago School of

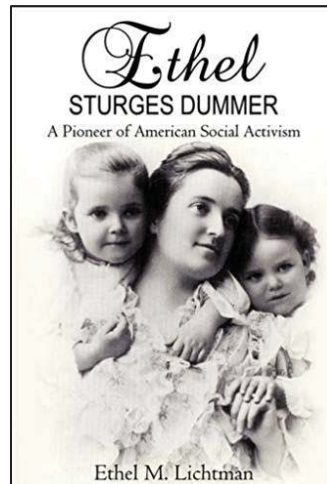
¹³ *Who's Who in Chicago and Vicinity*, (Chicago: The A. N. Marquis Company, 1941), 272.

¹⁴ Lisa M Schmelz, "Remember the Ladies" *At the Lake: Geneva Lakes Area [WI] Magazine*. February 20, 2012. <https://atthelakemagazine.com/remember-sturges-ladies/>

¹⁵ "Sudden Death of Well Known Colorado Man William Dummer: Passes Away at Chicago Home" *Colorado Eagle and Journal*. Vol XVII, No. 2,9, January, 1929. <https://cdnc.ucr.edu/cgi-bin/cdnc?a=d&d=CJ19290109.2.12&e=-----en--20--1--txt-txIN-----1>

¹⁶ "Plan Memorial Services for Mrs. Dummer, 87," *Chicago Tribune*, February 27, 1954, A7. <https://search.proquest.com/hnpchicagotribune/docview/178636807/ABA8D4E050204BE6PQ/1?accountid=6327>

Social Service Administration), a trustee of Hull House¹⁷ and serving on the boards of the Juvenile Protective Association, Women's City Club, University of Chicago Settlement and



National Probations Association. Katharine, like her future husband Walter Fisher, was educated at a prestigious Chicago progressive school, the Francis Parker School near her home. She went on to graduate from Harvard's "sister" school, Radcliffe, in Cambridge, Massachusetts. She and Walter were married in 1915. A family of six children followed.

Katharine devoted time, talent and treasure to issues in Winnetka and well beyond. She served several years as president of the Winnetka Parent-Teacher Association. The developmental education program she organized in 1932 for a group of village 1st graders is recounted with admiration by Carleton Washburn, Winnetka's Public Schools Superintendent and champion of progressive education, in his book, *Winnetka: The History and Significance of an Educational Experiment*.¹⁸ Her abiding interest in children led to her attending the White House Conference on Children in both 1940 and 1950. At the state level, she served on the Advisory Board on Youth and Community Services of the Illinois Department of Public Welfare.¹⁹

Civic awareness engendered Katherine's deeply committed to the League of Women Voters, in which she served as national Treasurer from 1938-1944, president of the Illinois League of Women Voters from 1945-1949, and president of the Winnetka league from 1936-1938. She

¹⁷ Lisa M. Schmelz, "Remember the Ladies" <https://atthelakemagazine.com/remember-sturges-ladies/>

¹⁸ Carleton W. Washburne and Sidney P. Marland, Jr., *Winnetka: The History and Significance of an Educational Experiment*, (Englewood Cliffs, N.J: Prentice Hall Inc., 1963), 58-63.

¹⁹ "Mrs. Fisher, Civic Leader, is Dead at 69: Ex-National Officer of Women Voters," *Chicago Tribune*, August 13, 1961, 32.

also played an active role in the movement for a new Illinois constitution. Katharine died in 1961 and the house at 949 Fisher Lane was sold in 1963.

1963-2018

Edwin Bush Jr. and Susanne Bradley Bush-Wilcox (1925-2018)

The property was purchased in 1963 by Edwin M. Bush, Jr. and Susanne Bradley Bush. The estate of Susanne Bradley Bush Wilcox sold the property to the present owners in 2018.

5. DATE OF CONSTRUCTION

1929

The year 1929 as the date of completion is supported by a number of sources. In his 1930 article, "A House in Winnetka," published in *The Arts*, author Henry-Russell Hitchcock refers to the house as "now just a year old."²⁰ The original building permit in the Village of Winnetka house file for 949 Fisher Lane bears a date of April 24, 1928. One of the sheets of the original plans is dated April 26, 1928. Finally, North Shore directories list Walter T Fisher at 1051 Cherry in 1925, 1926, 1927, and 1928, but at 949 Fisher Lane in 1929.

1. ARCHITECT

Howard Taylor Fisher

Prominent architectural historians have showered the *avant garde* Walter T. Fisher House with praise from the time it was first constructed. In 1929, Henry Russell Hitchcock who would soon co-curate the seismic *Modern Architecture: International Exhibition* at the Museum of Modern Art (1932), wrote in the February, 1930, issue of *The Arts* that "It is nearly the first [house] in America to which the most rigid international standards of contemporary architectural criticism may be applied".²¹

The house had been published in the November 1929, issue of *Architectural Record* featuring photos and floorplans. Its architect Howard Fisher commented, "The house, among all the important tools of the twentieth century, is unique in the inefficiency of its design. The age that has produced the ocean liner, the sky scraper and the zeppelin has as yet done but little toward

²⁰ Henry-Russell Hitchcock, Jr., "A House in Winnetka," *The Arts*, Vol 16, No 6, February, 1930, 403.
https://books.google.com/books?id=ZvZGAQAIAAJ&printsec=frontcover&source=gb_s_ge_summary_r&cad=0#v=onepage&q&f=false

²¹ Ibid.

solving one of the most important and basic needs of mankind. Of all the productions of our present day, the house alone is considered in terms of the past. We do not ride in Louis XIV stage coaches, or wear Elizabethan ruffles—why then should we live in imitation of Cotswold cottages or French eighteenth -century chateaux?²²

Howard Taylor Fisher (1903-1979) would go on to a distinguished career as an architect, city planner and educator. Born in Winnetka, he was the youngest brother of Walter T. Fisher. Although he had graduated magna cum laude from Harvard in 1926, and had advanced to Harvard's Graduate School of design, Howard Fisher's son recalls that his father hated the Classically-based Beaux Arts education he was receiving there and so dropped out²³ to design a modern house for the forward-thinking, independent-minded Walter and Katharine. The architect's age (25 years old in 1928) was remarkable; equally remarkable was the early date of his design. This was roughly the time that European modernism was introduced to the United States with Richard Neutra's Lovell house in Los Angeles, and five years before Hitchcock and Johnson's



Dr. Philip Lovell House, Los Angeles, 1927-1929, Richard Neutra, architect

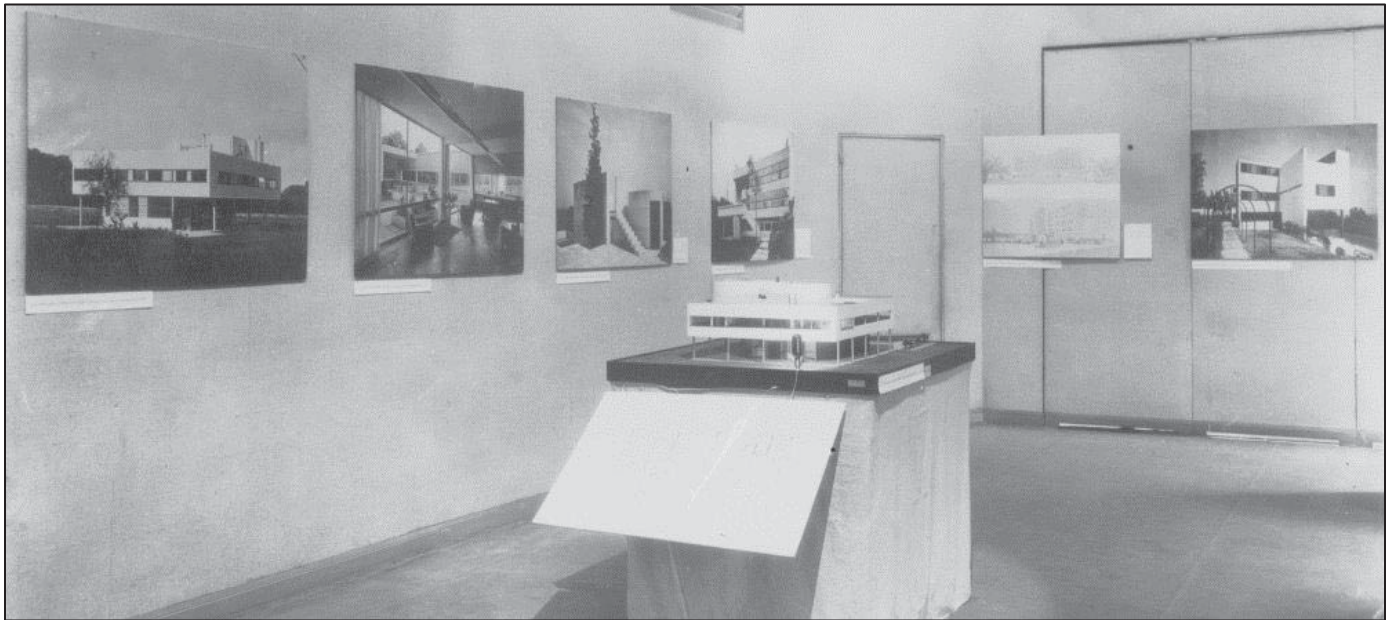
²² H. Ward Jandl, John A Burns and Michael J. Auer, *Yesterday's Houses of Tomorrow: Innovative American Homes: 1850-1950* (Washington, D.C. :National Trust for Historic Preservation, 1991), 157.

²³ Morgan Fisher, e-mail message to architect Stuart Cohen, March 12, 2010.

groundbreaking *Modern Architecture: International Exhibition* at the Museum of Modern Art (MoMA) that introduced European modernism into American architectural practice and defined it as the International Style.

While the architectural community admired the house and appreciated its sophistication, neighbors did not initially understand its ingenuity. One, not realizing who she was talking to, said to Howard's wife, "Oh, you live near the ocean liner."²⁴ The house was extraordinary, and very different than nearby 1920s Colonial Revival houses. It stands three stories, without cornices, window moldings or applied ornament. The major rooms have casement windows that wrap the corners on the diagonal and are flush with the walls--maximizing fresh air and beautiful views.

Because of its planar surfaces, crisp geometry and sparseness of detail, the Fisher House bears a family resemblance to contemporaneous European modern housing by Charles-Édouard Jeanneret, aka Le Corbusier (in France and Germany), Walter Gropius and Mies van der Rohe (in Germany) and J.J. P. Oud (in Holland and Germany) Work by these masters was featured in



Modern Architecture: International Exhibition at MoMA, 1932

the 1932 MoMA exhibition. In the exhibition catalogue, co-curators Hitchcock and architect Philip Johnson laid out the emergent International Style principles—emphasis on volume not

²⁴ Ibid.

mass, regularity as opposed to symmetry, and dependence on the intrinsic elegance of materials, technical perfection and fine proportions as opposed to applied ornament.²⁵

The roots of the International Style can be traced to 1920s Europe in the aftermath of World War I, where a small group of talented original architects that included Mies, Oud, and Gropius sought to create an architecture appropriate to the new, post-war age. Embracing industrialization as key to a better future, they exploited new materials and technologies, such as light structural framing and an expanded use of glass. Seeking to avoid the regional differences they perceived as having precipitated WWI, they choose white stucco sheathing as



Villa Savoye, Poissy, France, 1929 by Le Corbusier

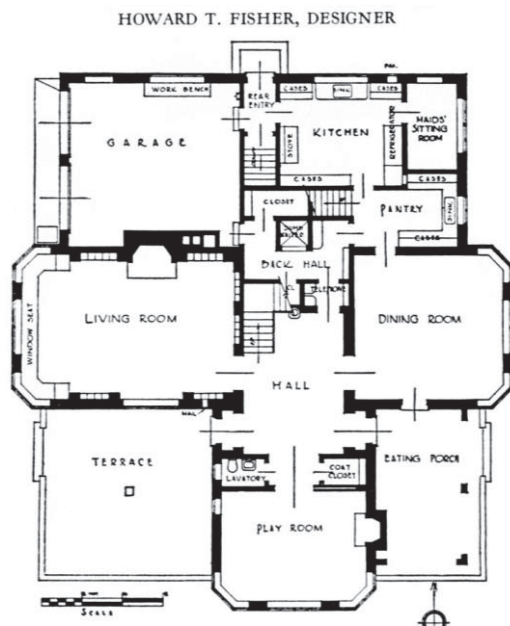
a unifying material. Le Corbusier's idea of a house as a "machine for living" ("*machine a habiter*") was another important concept of the International Style. Functionality was stressing in serving inhabitants needs, with utilitarian architecture that dispensed with merely decorative ornament.

Although the warm red brick of its exterior sets the Fisher House apart from European counterparts and puts it in a Chicago idiom, the house exhibits many International Style characteristics. Howard Fisher, working closely with his sister-in-law Katharine to understand the family's needs, designed a house in which function, not style, was the major design consideration. His intention was to create a totally functional home with a floor plan that would meet the living requirements of a family of two adults, several children and help, that embraced family fun and celebrated enjoyment of outdoor activities. Its exterior design was to reflect only the interior plan; any consideration of historical architecture was irrelevant.

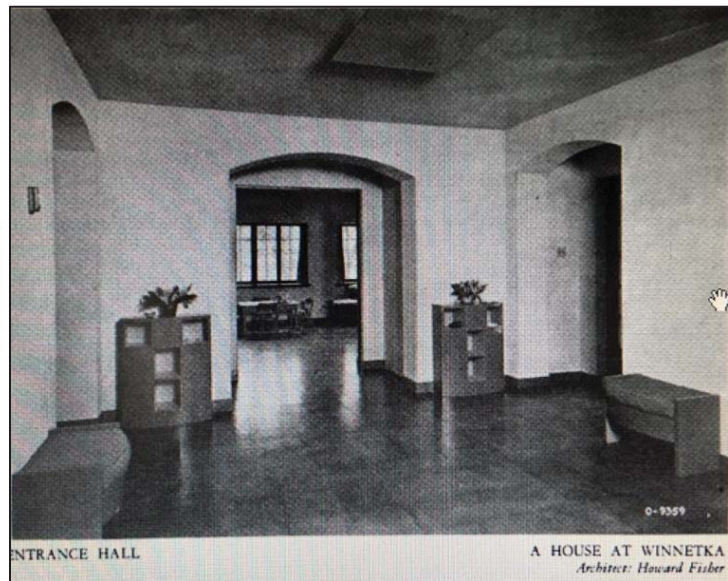
²⁵ Alfred H. Barr, Jr. "Preface", Henry-Russell Hitchcock and Philip Johnson, *The International Style* (New York: W. W. Norton & Company, Inc.), 1966. Originally published under the title *The International Style: Architecture Since 1922* (New York: W.W.Norton & Company, 1932), 13. Barr was Director of the Museum of Modern Art.

The house Fisher designed was clearly child oriented-- a testament to Katharine Fisher's commitment to progressive education. The first floor contained four major rooms—living room, dining room, kitchen, and large playroom. Howard Fisher authored a lengthy illustrated article in the Summer 1929 issue of *Hound & Horn*, a student publication at Harvard that advocated modernism in the arts.²⁶ In it he wrote,

...This house was designed primarily for the children and the play room was given the best location with sun throughout the day. The play room, terrace and porch (with the lavatory and coat closet) constitute a combination specially designed for the use of a small nursery school run by Mrs. Fisher.



First floor plan.



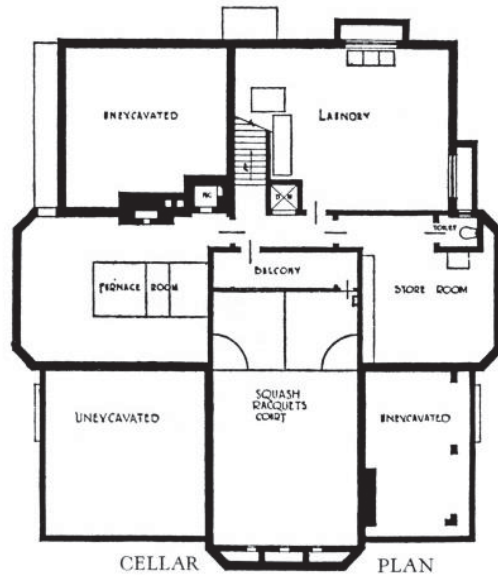
Looking south into the playroom. *The Arts*, 1930

He further explained,

Also with children principally in mind a full-sized squash-racquets court with a balcony was placed in the basement. This is equipped so that it can be used as a children's basket ball court, and contains a swing, a trapeze, and rings. Again primarily for the children is the tile drinking fountain in the front hall.²⁷

²⁶ Joseph Giovanni, "Henry-Russell Hitchcock Dead at 83," *The New York Times*, February 20, 1987, 6. Hitchcock also wrote for *Hound & Horn*, and the obituary notes, "At Harvard, in the 1920's, he was among a coterie of radical intellectuals who wrote for the student publication, *Hound & Horn*, which advocated modernism in the arts."

²⁷ Howard Fisher, "The Modern Dwelling" (Portland, Maine: The Hound & Horn, Inc., 1929), 385-386.



Basement Plan



Drinking fountain in front hall

The interior spaces were colorful, cheerful and inviting, anything but Spartan despite the simplicity of a house where geometry governed the design. Rooms have no moldings and interior doors consist of flat panels. Cabinets under the windows and tables, designed by Fisher, were painted green on the outside and red on the inside. The slightly rough walls were painted



Living Room, *The Arts*, 1930



Living Room, *The Architectural Record*, 1929

a tint of yellow. Furniture upholstery was red and green.²⁸ Laquered cork tile floors running throughout the house were justified as “soft, silent, warm, clean, and easily taken care of. Rugs and carpets—expensive, unsanitary, and difficult to keep clean—are thus eliminated.”²⁹ Howard Fisher’s design is clearly in the spirit of Le Corbusier’s “*machine a habiter*” -- with sharp lines, crisp corners, and flat surfaces that give the house the look of being machine tooled. Fisher saw the machine as a symbol of technology, progress, and modernity, and as such, a means of improving human comfort. Technology within the new house ensured that air from the furnace was “recirculated with a multi-vane fan, cleaned with a viscous oil filter, ozonized, and automatically humidified, [while in] summer, an electric refrigerating unit cools the entire house.”³⁰

The family loved the outdoors, regardless of weather, and the Fisher House design embraces it--with terraces, porches and roof decks. The front door is accessed from a large rectangular

²⁸ “The Home of Mr. and Mrs. Walter T. Fisher: Winnetka, Illinois. Howard T. Fisher, Designer.” *House Beautiful*, March, 1930, p. 317.

²⁹ Howard Fisher, “The Modern Dwelling,” 387.

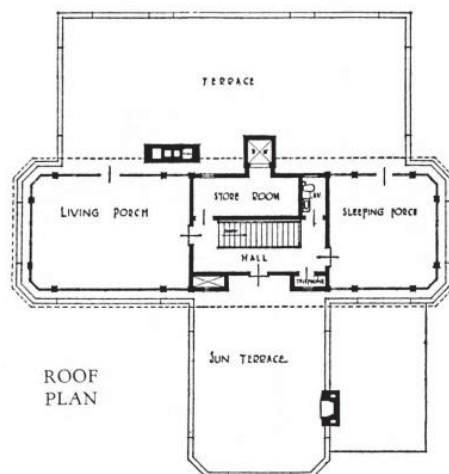
³⁰ *Ibid*, 386.

brick terrace surrounded by a shallow wall that creates an outdoor room. There is a dining porch on the first floor, a sleeping porch off the master bedroom, and on the third floor

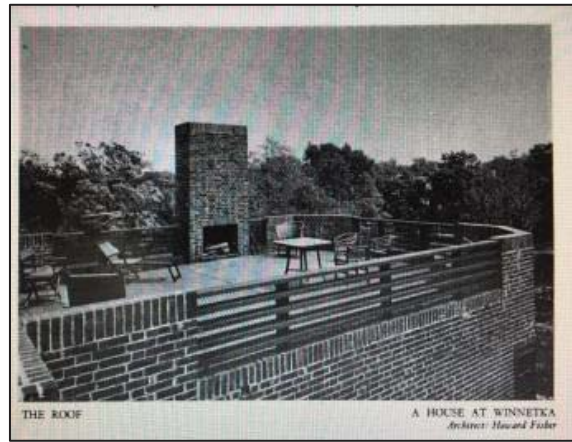
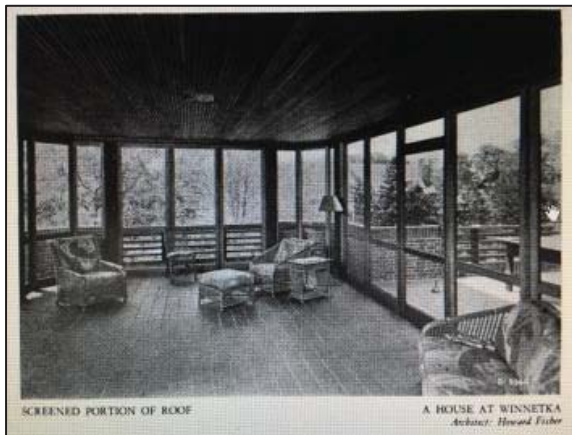


View looking northeast, with front entry at inside corner. *Horn & Hound*, 1929.

there are several outdoor spaces: a living porch, a sleeping porch and a sun terrace with a prominent brick fireplace. Modern European domestic architecture of the 1920s typically featured large roof terraces. The Fisher roof is an outdoor suite, originally accessed by a dumbwaiter that carried food and later converted to an elevator.



Roof plan, *Hound & Horn*, 1929



View of living porch and sun terrace, *The Arts*, 1930.

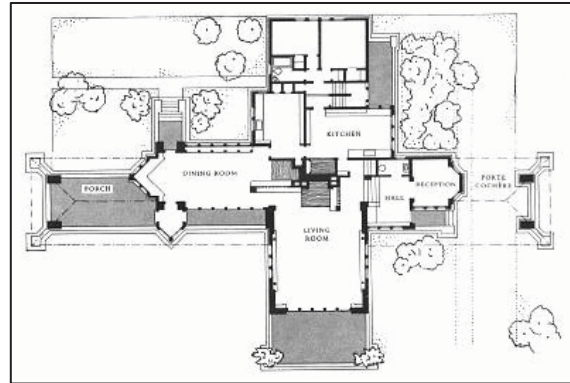
Howard Fisher's son recalled his father telling him that the architects he admired at the time he designed the house were J. J. P. Oud and Frank Lloyd Wright.³¹ Oud's modern brick Worker's Housing located in Hoek van Holland in the Netherlands, for example, dates from 1927.



Worker's Housing, Netherlands, 1927; J.J.P Oud, architect

Outstanding examples of Wright's work, on the other hand, were as close to Fisher Lane as a bicycle ride up Sheridan Road. They include the commandingly sited, cross-plan Ward Willets House (1902) in Highland Park; the ravine-edge William Glasner House (1905) in Glencoe;

³¹ Morgan Fisher, e-mail message to architect Stuart Cohen, February 4, 2005.



Ward Willets House, Highland Park, 1902, Frank Lloyd Wright

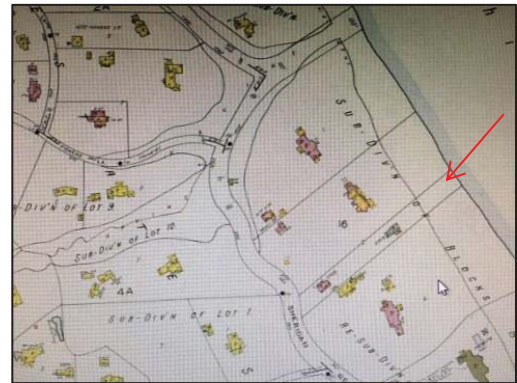
and the concrete Brigham House (1908) in Glencoe—all fronting Sheridan Road. Interestingly, just two blocks off Sheridan Road in Glencoe is the Sherman Booth House (1916), which was designed with a panoramic roof terrace, including a sleeping porch and outdoor fireplace.



Sherman Booth House (front, back), Glencoe, 1916, Frank Lloyd Wright

For Howard Fisher, the house at 949 Fisher Lane marked just the beginning of a varied, cutting-edge career geared to bettering life for the future. His next chapter began in the neighborhood, in 1933, with construction of the first metal prefabricated house by Howard's new company, General Houses, which he had established the previous year. The site was a sliver of a lot on Sheridan Road, south and just across the bluff from the Fisher family compound.³² The client for the 2-bedroom house overlooking Lake Michigan was his sister-in-law, the renowned ballerina and modern dancer Ruth Page (1899-1991). Page and Howard's brother Thomas (1896-1969),

³² The 1939 *Winnetka Directory of Households* lists the address for Thomas H Fisher, the husband of Ruth Page, at 973 Sheridan Road. This address on the 1938 Sanborn map is located 2 lots south and across Sheridan Road from Mabel's Fisher's home at 1060 Sheridan. The Thomas Fisher lot is riparian. Adjacent (to the south of it) is a sliver of a lot with the address 973 ½, at the east (lake end) of which is the outline of a building that appears to be the GH house for Ruth Page. That it is colored grey, the Sanborn map color for metal, is strong additional evidence.



Dancer Ruth Page, Ruth Page House, House location south of Fisher family compound.

a lawyer, had married in 1925, having met and fallen in love during their involvement with Chicago Allied Arts, a new organization that presented small-scale ballet and music performances in Chicago, and had attracted members of many prominent families.³³

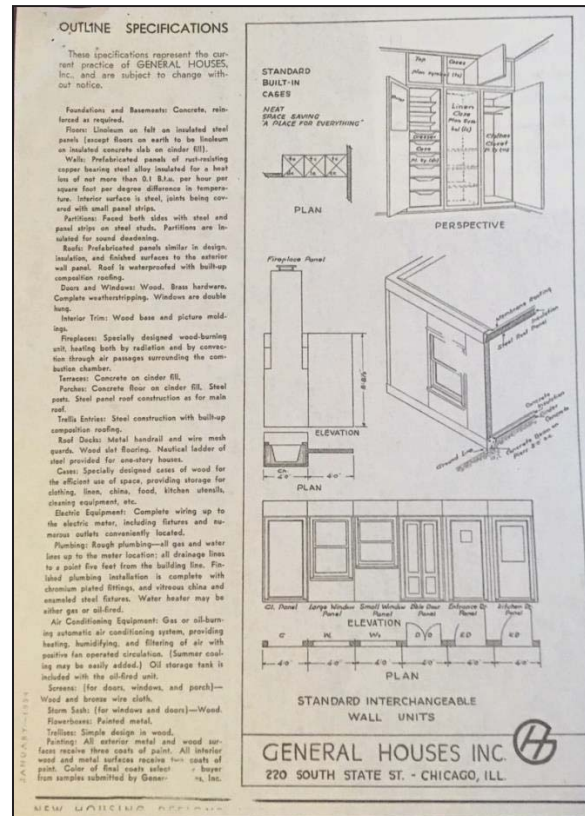
Responding to the scarcities of the Depression and the national housing shortage, Howard, who had been researching construction methods, materials, and low-cost housing,³⁴ produced custom houses using standardized components. Windows, doors, plumbing parts, etc. were produced by various manufacturers and assembled on site on the building's foundation. The major U.S. industries he initially secured was impressive and included Container Corporation of America (insulation), General Electric Company (wiring and appliances), Pittsburgh Plate Glass Company (glass and paint), Pullman Car and Manufacturing Corporation (four-foot-wide pressed-steel panels for walls and "battle-deck" floors and roofs) and Thomas A Edison, Inc. (cement).³⁵

³³Chicago Allied Arts, Inc. Records: 1922-1929. The New York Public Library Archives and Manuscripts.
<http://archives.nypl.org/dan/19805>

³⁴ *Who Was Who*, Vol VII, 1977-1981, 196.

³⁵ H. Ward Jandl, John A Burns and Michael J. Auer, *Yesterday's Houses of Tomorrow: Innovative American Homes: 1850-1950* (Washington, D.C. :National Trust for Historic Preservation, 1991), 164.

The process resembled a General Motors assembly line. Using standard, prefabricated parts brought building costs way down. Models were described in a formula. In Model K2H40, the K



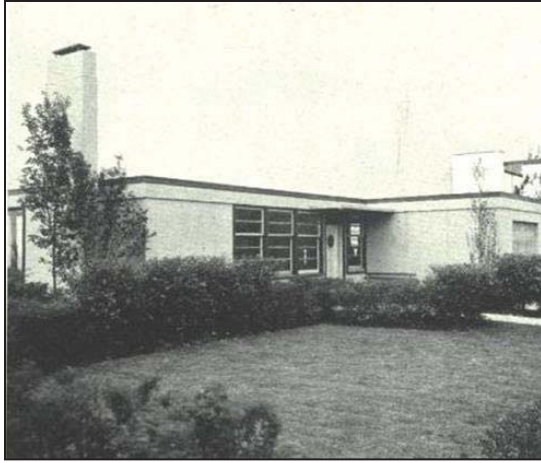
General Houses illustration, *Architectural Record*, January, 1934³⁶

represents the basic house design, 2 is a subdivision of the design, H stands for a hall entrance, 4 indicates there are four beds (in two bedrooms) and O means there is an optional extra room.³⁷ For marketing purposes, the houses were also given names like the "Elmhurst" or the "Barrington"—names of established Chicago suburbs!

Fisher's General Houses caught the attention of the Museum of Modern Art and Howard's work was featured, along with that of George Fred Keck and Paul Schweikher (future chair of the Yale School of Architecture, 1953-1958) in an April 1933 MoMA exhibit, "Work of Young Architects in the Middle West." Included were photographs of the Ruth Page House and a model of the steel house with a flat roof that General Houses built as a model house for the blockbuster 1933 Century of Progress Exposition along Chicago's lakefront .

³⁶ Ibid, 161.

³⁷ Ibid, 158.



General Houses: Elmhurst K(3)H4DP Model at the 1933 Century of Progress Exposition

The Century of Progress Exposition (aka 1933 World's Fair) afforded tremendous exposure for the new company. So stupendous was the Fair's success, it was extended to 1934. A combined attendance of 38 million people was recorded for the two years. Generally, the fair's most important impact was on the promotion of innovative building products and their potential impact on design.³⁸ An entire section of the exhibition was devoted to houses showcasing modern material like steel and Masonite and houses using traditional materials like brick and lumber in fresh new ways.³⁹ They all were meant to be durable, convenient, livable and inexpensive.⁴⁰ In addition to Fisher, talented modern architects for these model houses included Andrew Rebori, Frazier & Raftery, and George Fred Keck, who designed the House of Tomorrow and Crystal House. Keck subsequently designed numerous highly-acclaimed passive solar houses. The model houses were one of the most popular exhibits. Eleven houses were featured in 1933. Two more demonstration houses were added in 1934-- one of the additional models being by General Houses (GH).

Further success for Howard Fisher followed in the wake of the Fair. The subsequent year, 1935, GH became the first prefabricator to secure a wholesaling relationship with a speculative builder and that same year Howard designed prefabricated houses for Sears, Roebuck and Co.⁴¹ The next year, a GH dwellings became the first prefab steel house to secure a FHA-insured

³⁸ Ibid. P. 213

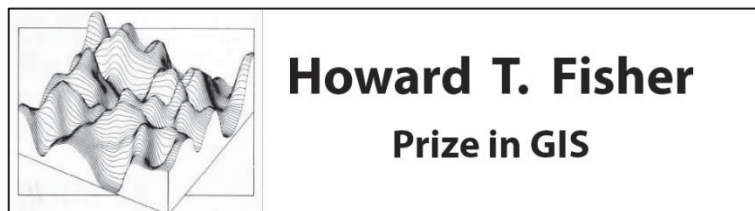
³⁹ Dorothy Raley, Editor, *A Century of Progress Homes and Furnishings* (Chicago: M. A. Ring Company, 1934). Facsimile publication. Delhi, India, books@facsimilepublisher.com, 2018. This book provides detailed information and photographs of the houses as they looked in 1934.

⁴⁰ Ibid, 7.

⁴¹ Stuart Cohen and Susan Benjamin, *North Shore Chicago: Houses of the Lakefront Suburbs, 1890-1940* (New York: Acanthus Press, 2004), 310-311.

loan.⁴² GH Clients included future Illinois governor and presidential candidate Adlai Stevenson and his wife Ellen, who built an International style steel house for their new Libertyville farm c.1936, and the firm served as training ground for many distinguished architects, including Lawrence Perkins, Philip Will and Edward Larrabee Barnes.

In 1940 Howard Fisher left GH to work for the National Housing Agency in Washington D.C. and in the late 1940s resumed his Chicago architectural practice. His career expanded to include city planning, sophisticated computer mapping and teaching at institutions such as McGill, Northwestern and Harvard Universities. Honors included the highest award of the American Institute of Architects (AIA)—that of “Fellow”—conferred in recognition of “significant and lasting contributions to architecture and society and who exemplify architectural excellence.”⁴³ The Howard T Fisher Prize for Excellence in Geographic Information Science (GIS) was established in 1999 by the Harvard University GIS User’s Group to reward student work in this



Field. It memorializes Fisher’s contribution as founder and director of the Laboratory for Computer Graphics and Spatial Analysis at the Harvard University Graduate School of Design, beginning in 1965.⁴⁴

ALTERATION HISTORY

Building

The Howard and Katharine Fisher house retains a remarkably high degree of integrity. The

⁴² Ibid. p 165

⁴³ American Institute of Architects: Fellows. <https://www.aia.org/resources/96806-fellows>

⁴⁴ “Harvard University Graduate School of Design: The Howard T Fisher Prize Awarded for Second Year.” *ESRI News-Fall 2001 ArcNews*. <http://www.esri.com/news/arcnews/fall01articles/howardtfisher.html>

exterior is virtually unaltered except for a greenhouse structure that was installed atop the rear façade's 2nd floor master bedroom balcony.



Front (West) Façade (Fall, 2018)



Side (South) façade (Fall, 2018)



Rear (East) façade (Fall, 2018)



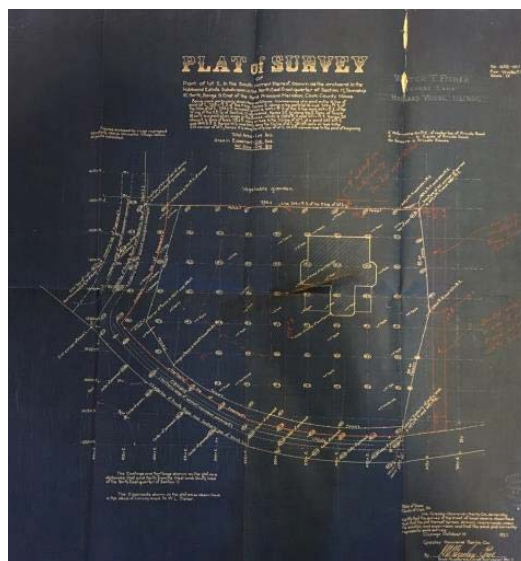
Side (North) façade (Fall, 2018)

Village of Winnetka permit records for the property are summarized below:

Permit Date	Permit Number	Owner	Description
4-24-1928	3367	Walter T. Fisher, 1051 Cherry Lane, Winnetka	2-story, tile and brick veneer residence, garage attached
6-24-1968	21218	E.M. Bush	Water tap—new 1 1/2" street off box used on water leak repair for above
7-2-1996	E96-0201	Suzanne Bush	New 200 AMP underground master socket, new 200 AMP main breaker panel
10-4-1996	H96-0054	Bush	A.C. permit
11-15-1996	E96-0372	Bush	A.C. electrical work
10-4-1999	099-0073	Susanne Bush	Install new roof AES, tear off, install bitumen roof
11-9-2018	RR2018-1176	Karen Watts	Reroof—EDDM flat roof

Site

A 1927 Plat of Survey for 949 Fisher Lane in the Village of Winnetka's house file shows the locations of a variety of trees and shrubs on the property and the location of a vegetable garden immediately north of it. Fruit trees included apple, pear and cherry. Other trees include

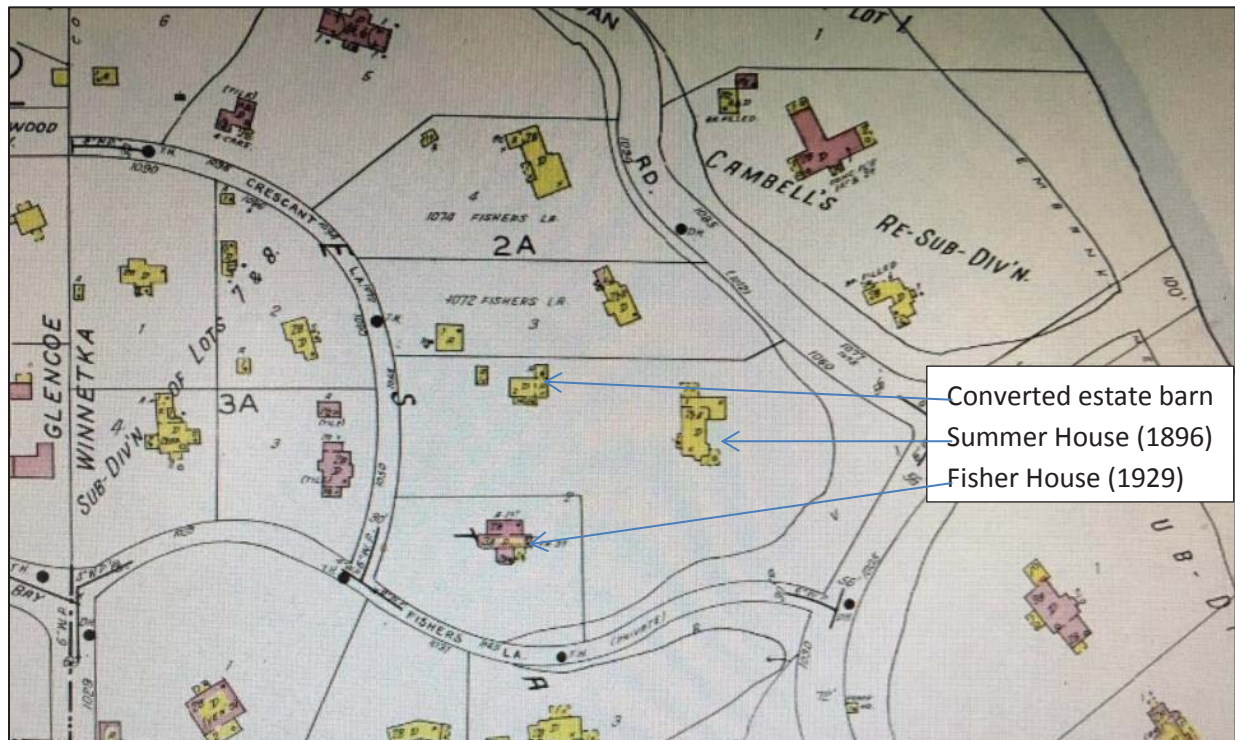


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The Walter T. and Katharine Fisher House was constructed in the southwest quadrant of the multi-acre Walter L and Mabel T Fisher estate. The estate's large summer house (1060 Sheridan Road) is visible in the background of the *Hound & Horn* photograph of the front façade.

In addition to Walter T, three of Walter L. and Mabel's seven children, as adults, chose to live on or near the 1060 Sheridan property. The barn of the original summer house (visible at the left side of the *Hound & Horn* photo of the front facade) was moved toward the northwest corner of the estate and then remodeled c. 1940 by Howard Fisher to serve as a home.⁴⁵ Although it faced Crescent Lane, the barn house had a designated address of 1065 Fisher Lane. Situated on a 1-acre plot that adjoined Walter and Katharine's immediately south, it was planted with a small orchard and hedged garden. It also had a garden shed. Late in her life, aging matriarch Mabel Fisher lived there with her daughter Margaret, an accomplished modern artist and Harvard-trained architect, who never married.⁴⁶ After Mabel's death in 1953, Margaret continued to live in the barn house until her own death in 1990.⁴⁷



1938 Sanborn Map showing Fisher family compound

In the 1940s, Howard Fisher began raising his own family in the original (1896) summer house. His son Morgan (born 1942), who lived in the house, recalled, "The gown-ups understood that it

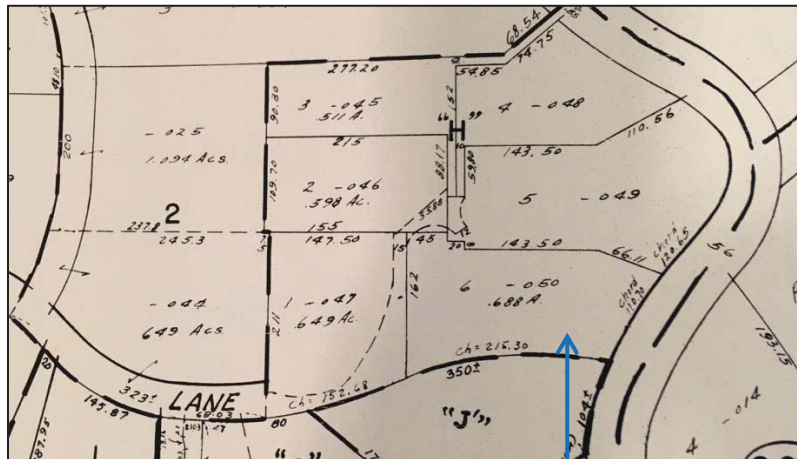
⁴⁵ Morgan Fisher, e-mail message to architect Stuart Cohen, February 4, 2005.

⁴⁶ John R. Clarke, "Margaret Fisher: An American Modernist" *Woman's Art Journal*, Vol 24, No. 1, Spring/Summer 2003, 11-16. https://www.jstor.org/stable/1358801?seq=1#page_scan_tab_contents

⁴⁷ Ibid.

would be torn down when Mabel died, so it was not kept up....[She] died in 1952 [sic, 1953] and the house was in fact torn down."⁴⁸

The year after Mabel's death, the eastern two-thirds of the estate property (i.e. the site of, and land surrounding, the 1896 summer house) was subdivided into six approximately half-acre lots.⁴⁹ Howard Fisher acquired the southernmost lot along Sheridan Road, a dramatic double-sloped site along the bluff, the view from which had captivated his parents when they purchased the property a half-century before. He kept the traditional family address of 1060



Fisher Subdivision, 1954



Howard Fisher House, view northeast, photographed February, 2019

Sheridan Road and built a handsome modern brick house with a flat roof that masterfully responds to its terrain.⁵⁰ His son Morgan's description remains apt today, "It was half in a hillside, so on the side from which you entered it appeared to be one story, but on the downhill

⁴⁸ Morgan Fisher, e-mail message to architect Stuart Cohen, February 4, 2005.

⁴⁹ The six lots constitute "Fisher Subdivision," which was recorded June 11, 1954 as Document 15930849.

⁵⁰ The house remains on its site, but the address is now 924 Fisher Lane.

side it was two.” The house was sold in the mid-1960s when Howard became a professor in the Department of City and Regional Planning at the Graduate School of Design at Harvard.

“My childhood was absolutely magical—my father and a brother and a sister all living right next to each other. Uncle Tom not too far away for a few months each summer. I had no idea how unusual it was and how unusual Winnetka was.”⁵¹ Morgan Fisher described the Fisher family enclave from his child’s perspective “I thought of Fisher Lane and Crescent Lane as a little world unto itself. I think it helped that they were not on a grid, that they curved, that there were no curbs, that neither had sidewalks on both sides. I had a definite sense of passing from a narrow little world into a wider one when I got to the mouth of Fisher Lane where it joined Green Bay Road.”⁵² “When I was a child Fisher Lane continued down the hill to join Sheridan Road, but it was really more a deeply rutted gravel gully than a road. No one who lived in the neighborhood ever drove down this road, but at least once a stranger tried to and somehow came to grief.”⁵³

About his Aunt Katharine and Uncle Walter’s house, he observed, “When I was a child it all seemed perfectly normal to me. Decks on the roof? A fireplace? A squash court in the basement? A dining porch? A sleeping porch? A drinking fountain in the hall? Why not?”⁵⁴

CONCLUSION

The Walter T and Katharine D Fisher House is highly significant and meets multiple considerations and criteria for Winnetka Landmark designation.

General Consideration A: The structure, building, object or site has significant character, interest or value as part of the historic, cultural or architectural characteristics of the Village, the state or the United States.

As noted, virtually as soon as it was completed the Fisher house received wide critical acclaim from the architectural, arts and popular presses, being featured respectively in *The Architectural Record* (November, 1929), *The Arts* (February, 1930) and *House Beautiful* (March, 1930). The house is important as an early residential example of the modernist principles-- developed in Europe in the 1910s and 1920s by a brilliant coterie of *avant garde* architects-- which would come to be called the International style. Perceptive, scholarly architectural critic Henry-Russell Hitchcock recognized the precociousness of the Fisher House’s architect and

⁵¹ Ibid.

⁵² Ibid.

⁵³ Ibid.

⁵⁴ Ibid.

design in his 1930 article, writing “In conclusion, it is worth remarking that this house is the first built by Howard Fisher. It is the more extraordinary, particularly if one compares it with the first actual construction of the great contemporary European architects, built in some cases less than a decade ago, that its virtues should be great and its positive vices so few.”⁵⁵

General Consideration B: The structure, building, object or site is closely identified with a person or persons who significantly contributed to the culture or development of the Village, the state or the United States.

The property has a strong and significant association with 3 generations of the accomplished family of nationally-prominent lawyer, civic reformer and conservationist Walter L Fisher and his wife Mabel Taylor Fisher. Walter L and Mabel Fisher established a country place and began residing on a larger portion of land at the site, beginning in the late 19th century. Village biographer Caroline Harnsberger records with pride that Walter Lowrie Fisher was “[t]he first Winnetka [presidential] cabinet member,”⁵⁶ and includes in her timeline of important Village events the year he built the house (1896) and its astronomical cost (\$20,000).

The estate’s large summer house (1060 Sheridan Road), built early in Walter and Mabel’s marriage, was a frequent and beloved destination for their growing family. By the late 1920s it appears to have become their main residence and thereafter the estate property became a family compound, with the principle street being named Fisher Lane. Walter T, their eldest son, and his wife Katharine built their International style house in the orchard. Both Walter T and Katharine were important civic leaders who made significant contributions in the areas of law, education, social welfare and government during their 30 year’s residence. The house at 949 Fisher Lane was also the final home of one of Chicago’s most influential women of the early 20th century in the field of social service, Ethel Sturgis Dummer, Katharine Fisher’s mother.

Howard Fisher, significant architect and city planner, was the architect of 949 Fisher Lane. He lived many of the formative⁵⁷ and productive years of his career in the 1060 Sheridan Road estate house (as a youth, young man, and raised his family there), and later built his own home on a subdivided lot of the original estate. The converted barn of the estate house, next door to Walter and Katharine, was the long-time home of the recognized modern artist Margaret Fisher, Walter’s younger sister.

⁵⁵ Henry-Russell Hitchcock, Jr., “A House in Winnetka,” *The Arts*, Vol 16, No 6, February, 1930, 403.
https://books.google.com/books?id=ZvZGAQAIAAJ&printsec=frontcover&source=gbs_ge_summary_r&cad=0#v=onepage&q&f=false

⁵⁶ Harnsberger, p. 206.

⁵⁷ The original building permit for the Walter T. Fisher house shows the architect, Howard Fisher, living at 1060 Sheridan Road, the home of his parents Walter L and Mabel Fisher (the original Fisher estate summer house). The 1930 census also lists Howard at this address.

General Consideration C: The structure, building, object or site is the result of the notable efforts of, or is the only known example of work by, a master builder, designer, architect, architectural firm or artist whose individual accomplishment has influenced the development of the Village, the state or the United States.

Architect Howard Taylor Fisher's remarkable design talent was initially showcased in the prescient house built on the 949 Fisher Lane property. During his Winnetka years, Howard Fisher became a leading pioneer in the field of prefabricated houses, starting the innovative company General Houses Inc. and building the company's first project on a nearby lot along Winnetka's lakefront. Howard Fisher was recognized with the American Institute of Architects highest honor---election as a Fellow. His importance extends beyond architecture, to city planning, with his involvement in the development of GIS technology.

General Consideration D: The unique location or singular physical characteristics of the structure, building, object or site make it an established and important visual feature

The significance and strong presence of the building has been documented many time, including the Junior League of Evanston's 1988 publication *An Architectural Album: Chicago: Chicago's North Shore*, the 1989 architectural survey of the Village of Winnetka, the Winnetka Historical Museum's 1990 publication *Winnetka Architecture: Where Past is Present, A Guide to Timeless Styles*, and New York publisher Acanthus Press's 2004 book *North Shore Chicago: Houses of the Lakefront Suburbs, 1890-1940*, authored by Stuart Cohen and Susan Benjamin, with a forward by Franz Schulze.

Architectural Significance: Criteria A,B,C,D

The Walter and Katharine Fisher House is architecturally significant by virtue of its sophistication, quality, integrity, rarity, exemplification of a particular architectural style, and its value for the study of a time period. The house is a high-style example of the International style, set on a generous lot, which retains a high degree of integrity of both architecture and site. The Fisher House is coherent in its overall architectural concept, is constructed of quality materials (ex. copper flashing, steel windows) and exhibits a high quality craftsmanship (ex. brickwork, interior handrail, terra cotta drinking fountain) and detail (ex. built-ins, door design)

The International style is rare among houses in Winnetka. Few such residences were built here or, in fact, in the other suburbs along the North Shore. Rarer still were large high-style International style houses on large lots, or examples of the International style dating from the 1920s. Of the relatively few International style houses that were constructed on the North Shore some, like the Philip Maher House in Lake Bluff (Philip Maher architect, 1938) or the Ruth



Philip Maher House, 1938



Ruth Page House, 1933

Page House in Winnetka (Howard Fisher architect, 1933), have been demolished. Others, like the Charles Dewey Jr. House (James Periera architect, 1940, Lake Bluff) or the Weinfeld House (James Eppenstein architect, 1936, Highland Park), have been extensively remodeled. There are



Charles Dewey, Jr. House, 1940



Weinfeld House, Highland Park, 1936



some intact examples of smaller International style houses on small lots, such as the “Battledock” House (Henry Dubin architect, 1930, Highland Park), however often the smaller



Photographs accompanying this article are by John Shorn



“Battledock” House, Highland Park, 1930.

examples are amalgamations with other modern styles, such as Moderne. As both rare survivor and a rare early high-style example of the International style, the Fisher House is valuable for the study of the development of early modern architecture in the 20th century.

Historical Significance: Criteria B

The Fisher House has a strong association with the life and activities of persons who contributed to historic or cultural events—most directly with owners Walter T. and Katharine D. Fisher, and architect Howard Fisher, but also with U.S. Secretary of the Interior and Mrs. Walter L. Fisher, modern artist Margaret Fisher and modern dancer/choreographer Ruth Page.

In conclusion, the Walter T. and Katharine D. Fisher property, located at 949 Fisher Lane, meets the following Winnetka Landmark Criteria:

1. GENERAL CONSIDERATIONS.

a. The structure, building, object or site has significant character, interest or value as part of the historic, cultural or architectural characteristics of the Village, the state or the United States,

b. The structure, building, object or site is closely identified with a person or persons who significantly contributed to the culture or development of the Village, the state or the United States,

c. The structure, building, object or site is the result of the notable efforts of, or is the only known example of work by, a master builder, designer, architect, architectural firm or artist whose individual accomplishment has influenced the development of the Village, the state or the United States,

d. The unique location or singular physical characteristics of the structure, building, object or site make it an established and important visual feature

2. ARCHITECTURAL SIGNIFICANCE.

a. The structure, building, object or site represents certain distinguishing characteristics of architecture inherently valuable for the study of a time period, type of property, method of construction or use of indigenous materials

b. The structure, building, object or site embodies elements of design, detail, material or craftsmanship of exceptional quality,

c. The structure, building, object or site exemplifies a particular architectural style in terms of detail, material, and nship,

d. The structure, building, object or site is one of the few remaining examples of a particular architectural style

3. HISTORICAL SIGNIFICANCE.

b. The structure, building, object or site has a strong association with the life or activities of a person, persons, organization or group who significantly contributed to or participated in historic or cultural events

ATTACHMENT E

Minutes adopted 04.01.2019

LANDMARK PRESERVATION COMMISSION EXCERPT OF MARCH 4, 2019 MEETING MINUTES

Members Present: Louise Holland, Chairperson
Katie Comstock
Chris Enck
Laura Good
Joseph Stewart
Paul Weaver

Non-Voting Member Present: Bob Dearborn

Members Absent: Beth Ann Papoutsis

Village Staff: Ann Klaassen, Senior Planner
Christopher Marx, Associate Planner

Case No. 19-05: 949 Fisher Lane: Review of local landmark designation application.

Chairperson Holland commented it is one of the finest HAIS reports she has read and described it as a remarkable home and history. Gwen Sommers Yant of Benjamin Historic Certifications introduced herself to the Commission along with Susan Benjamin and the owners, Karen and Jeffrey Watts.

Ms. Yant stated in terms of orientation, the home is situated near the northeast corner of the 1.7 acre lot and the driveway is off Crescent Lane with Fisher Lane being at the southern edge of the property. She stated the footprint of the home is an irregular square with the service portion of the home being at the north end with a terrace on the west and a covered porch on the east and situated with beautiful views to the general landscape. She referred to her PowerPoint presentation and noted the blue outline gives the location of the property in context. She identified it as being near the bluff at the "S" curve of Sheridan Road and to the east is the lake. Ms. Yant noted it was formerly part of the family compound and the home retained its original location and original lot dimensions. She then stated it is a very large home with a strong presence in the landscape.

Ms. Yant stated in the 1920's when the home was conceived, there was a general design fascination with ships, planes and trains and the home looks like a ship with its abstract decks and railings. She stated the relationship with the landscape is sculptural and unlike a typical suburban lot with a clear front, side and rear facades and described it as fluid in space. Ms. Yant stated it also retains a very high degree of integrity and is an excellent example of international style and you can see where the design is balanced rather than symmetrical and responds to the function within. She stated an example of that function is the very large terrace which served as a small nursery school run by Mrs. Fisher. She stated the home displays plainer surfaces and crisp geometry as seen in the corners, window shapes and door vents, all which support the functional aspect of light and air.

Ms. Yant then stated with regard to a radiant twist to the story, part of the beauty of the home is the nature of the material and its coloration which is very lively and bonding. She stated the home simplifies international style in its proportion and technical perfection and lack of applied ornament of historic

1 detail. Ms. Yant identified the south façade on the first floor as the playroom space with a master
2 bedroom above.

3
4 Ms. Yant stated at the rear of the greenhouse was the master bedroom terrace and the greenhouse
5 which caused quite a few leaks and structural problems and was removed and the home reroofed. She
6 then identified the north façade as the service wing. Ms. Yant also stated the roof is a whole other living
7 space which she described as reaching out into the landscape. She informed the Commission the Fishers
8 loved to sleep outdoors and it was designed for it to be uncovered. Ms. Yant then stated the wings
9 facilitate the use of discreet spaces and the upper floor has an open plan and identified a space used for
10 shuffle board. She added it was served by a dumbwaiter.

11
12 Ms. Yant then stated with regard to the historical context of the property, it began with Walter Lowrie
13 Fisher who was the son of a minister and his father became the president of a small college. She stated
14 he was also the principal of a law firm and a very significant contributor to Winnetka. Ms. Yant described
15 him as a larger than life municipal reformer who was a prominent conservationist and from 1911-1913,
16 he served as the U.S. Secretary of the Interior under William Taft. Ms. Yant stated in the 1890's, he and
17 he wife bought a large parcel of land which is Lot 2 in the New Hubbard Estates subdivision located near
18 the Hubbard Woods train station which had a dramatic view of the lake. She stated the illustration
19 showed a property owned by his partner, Rudolph Matz of the Community House. Ms. Yant then stated
20 they built a large summer home in the 1890's for \$20,000. She stated it described another part of the
21 multiple ways the home was intricately entwined in Winnetka history. Ms. Yant stated it started the
22 whole spade of development along Sheridan Road through the 1920's. She then stated in 1914, the
23 Fishers hired Jens Jensen who designed landscapes for other North Shore residents. Ms. Yant informed
24 the Commission the Fishers also had a city home on the Gold Coast but this home was where they came
25 on a regular basis and became a beloved destination as the family grew and in the early 1930's, it
26 became their primary residence.

27
28 Ms. Yant stated in the late 1920's, his son, Walter and his wife Katharine were from prominent families
29 whose bios are included in the report. She stated they also had similar upbringings and education and
30 were socially active and civic conscious. Ms. Yant stated Walter Fisher was a member of his father's law
31 firm. She noted the Fisher home was planned in 1927 as identified in the plat of survey in the Village's
32 files and the home was platted in the orchard of the property. Ms. Yant also stated the building permit is
33 in the home file and the building permit was from 1928 from his younger brother who was an architect.

34
35 Ms. Yant then identified an early photo of the home from a 1929 article and she referred to the 1927
36 plat of survey and identified the brown circles as elevations and the locations of the trees. She stated
37 the trees in that landscape correspond to the trees in the photos many of which still remain. Ms. Yant
38 described the design of the home as extraordinary and was immediately recognized in publications
39 starting in 1929. She stated it was pointed out in the article the quality of construction, the conception
40 and skill interpreting the new concepts of modern architecture. Ms. Yant stated in the U.S., she
41 described information on European modernism as sparse and it was only three years after the home
42 was built that the principles of European modernism were explained to a larger audience. She informed
43 the Commission the work of four European leading modernists was showcased and identified examples
44 in an illustration. Ms. Yant stated their work represented an illustration of key concepts of international
45 style, one of which is a house as a "machine for living." She then referred to the geometric shapes
46 and lack of ornament and the rooftop living space.

1 Ms. Yant went on to state Howard Fisher published the home immediately after it was built in Horn &
2 Hound. She then referred to an illustration of the front and rear of the home which underscored
3 the high integrity of what the present home is. Ms. Yant noted it was designed for two adults, six
4 children and helped to embrace family functions and celebrate the enjoyment of outdoor activities. Ms.
5 Yant then stated the first floor contained the living room, dining room, playroom and service spaces. She
6 referred to the nursery school which Mrs. Fisher ran and which she identified where play spilled
7 outdoors on the terrace. Ms. Yant also identified the front hall which had a drinking fountain which is
8 still there.

9
10 Ms. Yant referred to an illustration of the front hall where you can see the very international style with a
11 lack of moldings and strong geometry. She stated the living room is lit from many angles and noted
12 the owners of the home were in possession of the original plans which were passed down from the
13 Fishers to the Bushes and on to the present owners. Ms. Yant indicated there were a large number of
14 drawings which include hand drawings of the cabinetry. She stated in articles written about the home in
15 architectural publications, the text would say how colorful the interior was with the cabinets
16 being painted green on the outside and red inside. Ms. Yant also identified the chair near the fireplace in
17 the drawing.

18
19 Ms. Yant stated the article also talks about the lacquered cork floors which are evident in the living
20 room. She also identified another view of the front living room and noted the walls were yellow and the
21 upholstery was red and green. Ms. Yant stated the basement plan had a racket ball court and balcony as
22 well as the laundry room. She noted the second floor contained mostly bedrooms with the service wing
23 at the north end and stated the whole home is light by a light court from the center. Ms. Yant also
24 identified the roof plan which showed the open sun porch with the fireplace, enclosed sleeping porch
25 and terrace.

26
27 Ms. Yant informed the Commission that Howard Fisher was interested in the work of J.J.P. Oud and
28 Frank Lloyd Wright. She referred to a portfolio released in 1910 which shared Frank Lloyd Wright's work
29 with a worldwide audience and described publications like this as the internet of their age. Ms. Yant
30 noted the Oud portfolio influenced generations of architects and added Oud is not written about much
31 now. She stated there was a limited amount of information available to Howard Fisher. Ms. Yant stated
32 with regard to the two plans, she referred to the organization of the wings, service portion and
33 monumental presence in the generous landscape. She also stated up Sheridan road in Glencoe is
34 the Glasner home by the ravine which had a similar setting. Ms. Yant also referred to the Brigham home
35 in Glencoe in 1908 as well as the Sherman Booth home in Glencoe from 1916. She noted Frank Lloyd
36 Wright explored in 1916 the idea of rooftop living spaces and stated the center wall contained a built-in
37 fireplace and terrace with sleeping porch on one side. Ms. Yant informed the Commission that Booth
38 was also a lawyer, a conservationist and friend of Jens Jensen.

39
40 Ms. Yant stated after the Walter Fisher home, Howard Fisher continued to make significant
41 contributions to architecture and technology and started general homes in 1933 which were mass
42 produced international style homes. She identified the first home of his sister-in-law, Ruth Page on
43 Sheridan Road. Ms. Yant noted the general homes made history at the 1933 World's Fair and are part of
44 the group which created the mapping for GIS.

45
46 Ms. Yant stated the Fisher homes' owners and architects were closely associated with the family
47 compound for decades. She informed the Commission Walter and Katharine Drummer Fisher remained
48 in the home until she died and the home was sold in 1963. Ms. Yant identified the summer home as the

1 yellow U-shaped building at the east end of the lot which was the original summer home where it
2 became the elder Fishers' main home. She stated the barn at the back of the Walter Fisher home
3 was made into a regular home and was moved further west and converted to a single family home by
4 Howard Fisher in 1940 where the Fisher's sister lived until 1990. Ms. Yant then stated after Mabel
5 Fisher's death in 1953, a portion with the summer home was subdivided into 6 lots with Howard Fisher
6 buying one of the sites where he built himself a modern home in 1956 and lived there until the mid-
7 1960's. She described the home you see today as a significant and early rare example of the
8 international style in Winnetka and which is also rare on the North Shore. Ms. Yant stated a few
9 buildings which were on the North Shore have been demolished while others have been remodeled
10 inappropriately. She also stated while there are several smaller homes, most of them are not
11 international style.

12
13 Ms. Yant stated with regard to the landmark criteria, they feel the home meets many of the Winnetka
14 landmark criteria and referred to the General Considerations and Architectural and Historical
15 Significance criteria. She then asked the Commission if they had any questions.

16
17 Chairperson Holland congratulated the owners on the remarkable home and asked the Commission if
18 they had any questions. Ms. Comstock stated she walked by the home and commented it is great and
19 exciting to hear about the history and its architectural significance. She then asked what happened to
20 the squash court. Karen Watts responded it is 15 feet tall and they plan on keeping it and that it is a
21 gymnastics playroom for now. She informed the Commission they also installed a circular staircase. Mr.
22 Watts noted it has a sump pump now and it is now dry and leak proof. He stated they made it
23 flexible for a place to do gymnastics.

24
25 Ms. Comstock asked do they still have the cork floors and Mrs. Watts confirmed that is correct. She
26 stated they found pieces of the original cork floor in the basement. Mrs. Watts noted the floors are
27 original and they will replace them since they are falling apart. She added it is in the bathrooms too.
28 Mrs. Watts described the lacquered covering as very slippery. Mr. Watts described it as quiet, warm and
29 durable and to do anything different would take away from how the home was designed. Ms. Yant
30 commented the home has amazing integrity inside.

31
32 Ms. Comstock then asked what their favorite part of the home is. Mrs. Watts responded it will be
33 the decks when they are fixed and it is warmer. She stated they use every room of the home. Mr. Watts
34 stated invention's quality is known by how obvious it is after afterward and the flow invites you in it. He
35 then described the home as a bear, but livable while they work on it.

36
37 Mr. Enck asked if they can see the lake. Mrs. Watts responded they can when the leaves are down.
38 Chairperson Holland stated the view was discussed in the mid 1990's by the neighbors. She noted the
39 Village has an easement to the lake and the Village used to trim the trees. Chairperson Holland then
40 stated the last home of Howard Fisher is 924 Fisher Lane from which you can see the lake nicely.

41
42 Mr. Stewart asked about the existing furniture. Mrs. Watts stated most of what was in there is gone and
43 the kitchen was repainted. She noted most of the built-ins such as the shelves are there. Mr. Watts
44 stated you can see the lines on the walls for the closet built-ins which are still there and work.

45
46 Mr. Stewart asked about the kitchen. Mrs. Watts responded it is 100% original and not that small. She
47 informed the Commission a stove was added and refrigerator with an extension cord. Mrs. Watts then
48 stated there is another section of cabinets built to match and that it is a pretty good size kitchen.

1 Mr. Enck commented he was excited to see the steel windows were in good condition. Mrs. Watts
2 informed the Commission they talked to window people and decided to keep them. She stated although
3 there was black paint on the glass, the glazing is not bad and they have not been cold in the winter. Mr.
4 Watts stated no corners were cut when the home was built and all of the pipes sit inside the home. He
5 described the maintenance on the windows as deplorable with others holding together nicely. Mrs.
6 Watts added they would get them back into good condition and some were glued shut. Mr. Watts
7 informed the Commission 30 of the frames were lost when the basement leaked and they are in no
8 hurry to do anything to windows which structurally work. Mrs. Watts stated some of the basement
9 windows did not completely shut and they plan to replace and restore the rest. Mr. Watts described it
10 as a decorating opportunity for the window sills and walls which are very thick.

11
12 Mr. Dearborn stated he would be interested in knowing whether influence from the World's
13 Fair influenced Fisher's architecture or vice versa. Ms. Yant responded the World's Fair in 1933 was after
14 this home was built in 1929.

15
16 Chairperson Holland asked if there were any other questions. Ms. Good asked if they would try to retain
17 some of the color schemes of red, green and yellow. Mrs. Watts informed the Commission the second
18 owners wallpapered and painted over paint. She also stated the doors were painted and there is no trim
19 or molding. Mrs. Watts stated they would go back to the color of the doors with modern colors and it
20 would not be primarily red and green. Mr. Watts described it as a colorful, bright home.

21
22 Ms. Good asked if it is pretty rare to have the exterior surface area of brick in the international style. Ms.
23 Yant responded not necessarily and stated European modernists used stucco as the preferred material.
24 Ms. Susan Benjamin stated for those who traveled abroad, they were enamored with Dutch architecture
25 which is brick and that expressionist buildings are brick buildings. She also stated for modernism
26 associated with international style, buildings tended to be white and stucco and there is a lot of color in
27 that building. Ms. Benjamin stated a component of European modernism embraced color and brick and
28 referred to Chicago being a brick city. She added many modernist homes are brick which dated back to
29 Frank Lloyd Wright.

30
31 Ms. Good commented the home is incredible and would be such an asset to the selection of landmarks
32 in Winnetka. Ms. Benjamin commented it is one of the greatest homes in the country. Chairperson
33 Holland suggested the trolley tour can come up Fisher and you would be able to see the home from the
34 fork in the road. She asked if there were any other questions. Chairperson Holland then congratulated
35 the applicants on their choice of saving and living in the beautiful home which is important in the lexicon
36 of modern architecture. She stated there are not many of them and described it as a very special home.
37 Chairperson Holland stated speaking for the Commission; she wished them a lot of joy and happiness in
38 the home and noted they have not had a landmark since 2012. She then stated the Commission would
39 now go through the findings. Ms. Yant added the history of the home is incredible as well. Chairperson
40 Holland then referred to a meeting of the League of Women Voters and described several of its
41 members involved.

42
43 Chairperson Holland referred the Commission to the General Considerations for designating 949 Fisher
44 Lane a landmark. She then read the following criteria: 1(a) the structure, building, object or site has
45 significant character, interest or value as part of the historic, cultural or architectural characteristics of
46 the Village, the state or the United States; 1(b) the structure, building, object or site is closely identified
47 with a person or persons who significantly contributed to the culture or development of the Village, the
48 state or the United States. Ms. Yant noted they went through each of the criteria at the end of the

1 report and the justification for each. Chairperson Holland confirmed they are listed on page nos. 2 and 3
2 of the agenda report. She then read the following criteria: 1(e) the activities associated with the
3 structure, building, object or site make it a current or former focal point of reference in the Village.
4 Chairperson Holland stated it did not meet this criteria. She then read the next criteria: 1(f) the
5 structure, building, site or object is of a type or is associated with a use once common but now rare, or is
6 a particularly fine or unique example of a utilitarian structure and possesses a high level of integrity or
7 architectural significance. She agreed it is true of being a utilitarian structure and possessed a high level
8 of integrity or architectural significance.

9
10 Chairperson Holland then read criteria: 2(a) the structure, building, object or site represents certain
11 distinguishing characteristics of architecture inherently valuable for the study of a time period, type of
12 property, method of construction or use of indigenous materials; 2(b) the structure, building, object or
13 site embodies elements of design, detail, material or craftsmanship of exceptional quality. She referred
14 to the brick work and terraces. Chairperson Holland then read the next criteria: 2(c) the structure,
15 building, object or site exemplifies a particular architectural style in terms of detail, material and
16 workmanship. The Commission Members agreed with the finding. Chairperson Holland read the next
17 criteria: 2(d) the structure, building, object or site is one of the few remaining examples of a particular
18 architectural style. The Commission Members agreed with the finding. Chairperson Holland read the
19 next finding: 2(e) the structure, building, object or site is, or is part of, a contiguous grouping that has a
20 sense of cohesiveness, expressed through a similarity of style characteristics, time period, type of
21 property, method of construction or use of indigenous materials and accents the architectural
22 significance of an era. The Commission Members stated this finding does not apply.

23
24 Chairperson Holland then read the criteria under the Historical Significance section: 3(a) the structure,
25 building, object or site is an exceptional example of an historic or vernacular style, or is one of the few
26 such remaining properties in the Village. The Commission Members agreed with the finding.
27 Chairperson Holland read the next criteria: 3(b) the structure, building, object or site has a strong
28 association with the life or activities of a person, persons, organization or group who significantly
29 contributed to or participated in historic or cultural events. Chairperson Holland referred to the Fishers
30 in Washington, Chicago and Winnetka and confirmed the criteria applies. She then read the last criteria:
31 3(c) the structure, building, object or site is associated with a notable historic event. The Commission
32 Members stated the home did not comply with this finding.

33
34 Chairperson Holland then referred to the System for the Evaluation of Landmarks on page 43. She stated
35 for Tier 1, it related to Rarity: Architectural Type, Style or Period. The Commission Members determined
36 the home to be extremely rare with a point value of 5. Chairperson Holland stated the next category
37 related to Rarity: Method of Construction and its Application. Mr. Enck stated in connection with the
38 application of materials, there is nothing else like it. The Commission Members determined the home to
39 be extremely rare with a point value of 5. Chairperson Holland stated the next category related to
40 Association with an Historical Event, Person or Cultural Activity which includes National, State, County or
41 Local. The Commission Members determined the home to certainly fall under the local and state
42 categories and national where the family is involved. Chairperson Holland stated the next category
43 related to Association with an Architect or Master Builder. The Commission Members determined
44 Howard Fisher to be on the national level with a point value of 5. Chairperson Holland stated the next
45 category related to Established or Familiar Visual Feature. Chairperson Holland stated the home
46 is certainly a visual feature and not hidden although it is not a symbol of the Village as a whole. She
47 stated with regard to it being a conspicuous and familiar structure in the context of the entire Village, it
48 is in its own way with a point value of 4. It was determined the Tier 1 score is a total of 69 with the first

1 category "Rarity" Architectural Type, Style and Period" given a weight of 10 and the other categories
2 receiving a weight of 1.

3
4 Chairperson Holland then stated with regard to Tier 2, the first category related to Alteration of
5 (Originality) Design Integrity. Chairperson Holland stated the windows are original and not much was
6 done to the home except for the greenhouse removal. The Commission Members determined it to be
7 excellent with a point value of 5. Chairperson Holland stated the next category related to Age of
8 Structure which fell into the 1900-1930 category with a point value of 3. Chairperson Holland stated the
9 next category related to Alteration of Surrounding Properties (View from Property). The Commission
10 Members determined it to be minor with a point value of 3. Chairperson Holland stated the next
11 category related to Alteration of Original Site (View of Property). The Commission Members determined
12 it to be original with a point value of 5. Chairperson Holland stated the next category related to
13 Structural Condition. The Commission Members determined it to be exceptional with a point value of 5.
14 The Commission determined the total score to be 89.8 which is unique and is the highest category.

15
16 Chairperson Holland congratulated the owners and the home and stated they would be proud to add it
17 to the list of landmarks in Winnetka. She also stated when the new catalog is published to be passed out
18 on the trolley tours, their home would be included. Chairperson Holland then asked for a motion to
19 welcome 949 Fisher Lane as a landmark designation. Ms. Klaassen clarified the Commission is making a
20 recommendation to the Village Council. Chairperson Holland asked for a motion.

21
22 A motion was made by Ms. Comstock and seconded by Mr. Weaver to recommend landmark
23 designation of 949 Fisher Lane. A vote was taken and the motion unanimously passed.

24
25 AYES: Comstock, Enck, Good, Holland, Stewart, Weaver

26 NAYS: None

27 NON-VOTING: Dearborn

28 ***
29



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: LANDMARK PRESERVATION COMMISSION
FROM: ANN KLAASSEN, SENIOR PLANNER
DATE: MAY 29, 2019
SUBJECT: CASE NO. 19-05-LPC: 949 FISHER LANE - ALTERATIONS

INTRODUCTION

On June 3, 2019, the Landmark Preservation Commission (LPC) is scheduled to consider a request from Jeffrey and Karen Watts (the "Applicants"), for an advisory review of exterior alterations to the property commonly known as 949 Fisher Lane (the "Subject Property").

PREVIOUS APPROVAL

On March 4, 2019, the LPC considered an application submitted by the Applicants to have the Subject Property designated as a locally designated landmark. After hearing from the Applicants and their representatives, by a vote of 6-0, the Commission recommended the Village Council designate the Subject Property as a locally designated landmark. Based on the "System for the Evaluation of Landmarks," the LPC found the level of significance of the Subject Property to be "Unique." For reference, the nomination submitted by the Applicants and the staff report from the March 4 meeting are included in this report as Attachments B and C. Additionally, the result of the Commission's evaluation of the Subject Property is included as Attachment D. Minutes of the March meeting are also provided and included as Attachment E.

PROPOSED PLAN

The Applicants have provided a written explanation along with photos, of certain exterior features that are in need of repair and maintenance (Attachment A). As represented in Figure 1 on the following page, the railings on the upper floor have been removed in order to replace rotting posts. The Applicants explain that the paint on the railings was peeling and they have been repainted to match the window and door trim, which is also peeling and in need of repainting. According to the Applicants, they were able to match the existing brown color at Sherwin Williams. The window and door trim will be repainted the same color, as weather permits. As explained by the Applicant at the March meeting, the window glazing is black and is also peeling. The Applicants will also repaint the window glazing black.

The Applicants have also discovered several areas where mortar has been repaired over the years, with more than four different colors of mortar. In the attached explanation, the Applicants note that they are going to match the new mortar to the grayer mortar on the front of the residence. The mortar on the parapets will be adjusted to match the existing brick in an attempt to have the repairs appear unnoticeable. Lastly, the Applicants have removed ivy in order to preserve the bricks.

It should be noted that the proposed alterations comply with the Zoning Ordinance.



Figure 1 – Subject Property (May 24, 2019)



Front (West) Façade (Fall, 2018)

Figure 2

COMMISSION REVIEW

Exterior alterations of designated landmarks are subject to an advisory review by the LPC. Given the Applicants are in the midst of repairing mortar and repainting certain exterior features of the Subject Property, the LPC should conduct an advisory review of the exterior alterations described above prior to the Village Council considering the LPC's recommendation to designate the Subject Property as a local landmark. The criteria to considering when conducting an advisory review of alterations are as follows:

1. General Standards:

- a. Conformance with the Zoning Ordinance;
- b. Reasonable effort shall be made to use the building, structure, object or site for its originally intended purpose or to provide a compatible use which requires minimal alteration, relocation or demolition;
- c. The distinguishing original qualities or character of a building, structure, object or site should not be destroyed. The alteration, relocation or demolition of any historic material or distinctive architectural feature should be avoided except when necessary to assure an economically viable use of the property;
- d. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, object or site should usually be maintained and preserved;
- e. Deteriorated architectural features should whenever possible be repaired rather than replaced. If replacement is necessary, the new material should match as closely as practicable the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features, where possible, should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings, structures, objects or sites;
- f. The surface cleaning of buildings, structures, objects or sites should be undertaken with the gentlest means possible. Sandblasting and other cleaning methods which will damage the architectural or historic features and building material shall be discouraged.
- g. New buildings and structures and the alterations and relocation of existing buildings or structures shall not be discouraged when such work does not destroy significant historical or architectural features and is compatible with the size, scale, color, material and character of the property or neighborhood.
- h. Alterations, relocations and demolitions which do not affect any significant exterior architectural or historic features of the building, structure, object or site as viewed from a private street, a courtyard open to the public or a public street, place or way should generally be permitted;
- i. Demolition of a designated landmark shall be discouraged if the building, structure or property, as the case may be, is economically viable and can yield reasonable return in its present condition or can be made economically viable and yield reasonable return after completion of appropriate alteration, relocation, renovation or restoration work.

2. Design Guidelines:

- a. Height. The height of any proposed alteration should be compatible with the architectural style and character of the designated landmark.
- b. Proportions of Windows and Doors. The proportions and relationships between doors

and windows should be compatible with the architectural style and character of the designated landmark.

- c. Roof Shape. The design of the roof should be compatible with the architectural style and character of the designated landmark.
- d. Scale. The scale of the structure should be compatible with the architectural style and character of the designated landmark.
- e. Directional Expression. The dominant horizontal or vertical expression of the facades should be compatible with the original architectural style or character of the designated landmark.
- f. Architectural Details. Materials, textures, colors and architectural details should be compatible with the original architectural style or character of the designated landmark.
- g. Appurtenances. Appurtenances including, but not limited to, signs, fences, accessory buildings or structures, permeable and impermeable surfaces should be compatible with the original architectural style or character of the designated landmark.
- h. Other. In addition to the foregoing, the Commission may consider the Secretary of the Interior's Standards for Rehabilitation Guidelines for Rehabilitating Historic Buildings.

FINDINGS

The LPC shall determine whether the proposed alterations will be appropriate or not appropriate to the preservation of the Subject Property. Considering the alterations, does the LPC find that the Subject Property continues to meet the criteria for designation as a locally designated landmark?

If the LPC determines that the proposed alterations are inappropriate, it shall make recommendations to the Applicants concerning changes, if any, in the proposed alterations which would cause the LPC to reconsider its determination and shall confer with the Applicants.

Materials Provided by Applicants

- Repair Railings & Parapets
 - o Issue Identified:

During the roof replacement done shortly after our move in date (roof was leaking) it was discovered that the posts holding the existing railings were completely rotted (Exhibit A) and the brick work needed repairs (Exhibit B).
 - o Process:

To match the existing mortar, we inspected the house. During this process, we noticed that several repairs had been made previously that were not done with the same attention to detail that we were taking. (Exhibit C). We also noted that there were more than 4 different colors of mortar.
 - o Solution:

After discussing the house with multiple masons (some who had worked on historical homes) we decided to match the new mortar to the grayer mortar on the front of the house. Several test patches were made in the back of the house to ensure that we had a good color match. It was also decided that we would adjust that mortar color on the parapets to the existing brick in order to have the repairs look unnoticeable.
- Removed Ivy
 - o We removed all ivy that was creeping up the house structure in order to preserve the bricks.
- Painting (Windows/Rails/Doors)
 - o Issue Identified:

The paint on the window trim, door trim, window glaze and railing is peeling and needing of repainting (Exhibit F).
 - o Process:

We removed a piece of the paint that was peeling from the existing trim paint and took it to Sherwin Williams for a match for the doors, windows and rails. They matched the color and we applied a test patch and determined it was a good match.

The window glaze is black so we purchased a black paint and it matched
 - o Solution:
 - o We have painted the railings, and are in the process of painting the window trim/doors (weather permitting)

EXHIBIT A



EXHIBIT B



EXHIBIT C



EXHIBIT F



ATTACHMENT G

Minutes adopted 07.01.2019

LANDMARK PRESERVATION COMMISSION EXCERPT OF JUNE 3, 2019 MEETING MINUTES

Members Present: Louise Holland, Chairperson
Chris Enck
Laura Good
Beth Ann Papoutsis

Non-Voting Member Present: Jack Coladarci

Members Absent: Katie Comstock
Joseph Stewart
Paul Weaver

Village Staff: David Schoon, Director of Community Development
Ann Klaassen, Senior Planner
Christopher Marx, Associate Planner

Case No. 19-05: 949 Fisher Lane - Advisory review of the alterations to 949 Fisher Lane, previously recommended by the Landmark Preservation Commission for local landmark designation.

Jeff Watts introduced himself as the property owner and informed the Commission his wife wrote the submission. Chairperson Holland stated 949 Fisher Lane is already designated a Village landmark. Ms. Klaassen confirmed it has not officially been designated by the Village Council. Chairperson Holland then stated it will be sent on to the Village Council the first week of July. She noted it had a 89.8 total score which is unique and the applicant is requesting some alterations to the landmark and asked the applicant to explain them.

Mr. Watts stated in the materials, the railings are shown in the photos which are structurally unsound and let in water. He stated they were taken down and are being repaired. Chairperson Holland asked if they would be painted the original color and Mr. Watts confirmed that is correct and noted the railings there were already painted. Chairperson Holland then referred to the window painting and door trim as another alteration and if there would be black paint on the windows which is now brown. Mr. Watts stated that is not correct and the alteration is for maintenance to match the brown color of a chip that fell off. He noted they would be keeping the brown color and the windows would be gloss black on the faded and cracked panes which would be glazed and repainted.

Chairperson Holland asked if the last alteration is the mortar on the brick and parapet. Mr. Watts confirmed 80% would be on the parapet. He then stated the challenge with a brick home which is 95 years old is that the mortar is all different colors and they went with the one closest in color. Mr. Watts then stated as you can see from the photos, it was not optional and the parapets were falling down.

Chairperson Holland then stated under the Commission's review on page 3 of the materials, they did not have to go through all of the General Standards and asked if there were any questions. She stated all of the standards have been met. Mr. Enck asked if they were able to find brick to match the parapet. Mr. Watts responded they reused existing brick out of 50 which were left in the basement. He also stated the irregularity in the brick was easy to match.

1 Chairperson Holland stated with regard to the Design Guidelines, they have not changed any roof
2 shape, scale or expressional architecture details. She stated for the Findings, the Commission is to
3 determine whether the proposed alterations are appropriate or not to the preservation of the subject
4 property and in considering the alterations, does the Commission find that the subject property
5 continues to meet the criteria for designation as a locally designated landmark. The Commission
6 Members all agreed that the proposed alterations are appropriate and that the subject property
7 continues to meet the criteria for designation as a locally designated landmark. Chairperson Holland
8 stated the findings would be attached to the landmark designation and will be finalized by the Village
9 Council in July. She then thanked the applicants for restoring the wonderful home.

10 ***
11



Agenda Item Executive Summary

Title: Ordinance No. M-9-2019: 779 Bryant Avenue - Landmark Designation (Introduction)

Presenter: David Schoon, Director of Community Development

Agenda Date: 09/03/2019

Consent: ☐ YES ☒ NO

☒ Ordinance
☐ Resolution
☐ Bid Authorization/Award
☐ Policy Direction
☐ Informational Only

Item History:

Ordinance No. M-9-2019, an Ordinance designating 779 Bryant Avenue as a landmark, was originally scheduled to be discussed by the Village Council at the July 16, 2019 meeting, but the Council deferred consideration to a future meeting.

Executive Summary:

On September 3, the Village Council is scheduled to consider Ordinance No. M-9-2019 in response to an application submitted by Joan Keller-Evanich and Kevin Evanich (the "Applicants"). As the owners of the property commonly known as 779 Bryant Avenue (the "Subject Property"), the Applicants are requesting that the Subject Property be designated as a locally designated landmark. The Village Council was originally scheduled to consider this request at its July 16 meeting, but at the direction of the Village Council it was continued to provide staff time to gather additional information in response to questions from a Village Trustee concerning the State of Illinois's Property Tax Assessment Freeze Program (the "Program") for qualifying homes.

The application was considered by the Landmark Preservation Commission (LPC) on June 3, 2019. After hearing from the Applicants, and no members of the public, a motion to recommend the Village Council designate the Subject Property as a locally designated landmark passed with a vote of 4-0. A report from the LPC to the Village Council outlining the rationale for recommending approval is included as Exhibit B in Ordinance No. M-9-2019. Based on the "System for the Evaluation of Landmarks," the LPC found the level of significance of the Subject Property to be "Unique." The LPC results of the "System for the Evaluation of Landmarks" is included in the LPC report to the Village Council. Additionally, details of the request can be found in the attached staff report to the LPC (Attachment C).

Attached is the agenda packet that was previously issued for the July 16 Village Council meeting. This attachment includes a staff report containing more details regarding the request and the LPC's consideration of the application (Attachment A). Please reference the supplemental memo regarding the State Property Tax Assessment Freeze Program in response to a trustee's questions that is included with the 949 Fisher Lane landmark nomination staff report.

Recommendation:

Consider introduction of Ordinance No. M-9-2019.

If adopted, the Ordinance would designate the Albert M. and Anna B. Kales House at 779 Bryant Avenue as a locally designated landmark.

Attachments:

Previous Agenda Packet - Issued for the July 16, 2019 Village Council meeting:

Attachment A: Village Council Agenda Report

Attachment B: Ordinance No. M-9-2019

Attachment C: LPC Staff Report - May 29, 2019

Attachment D: Application Materials

Attachment E: Excerpt of June 3, 2019 LPC meeting minutes



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: VILLAGE COUNCIL
FROM: ANN KLAASSEN, SENIOR PLANNER
DATE: JULY 9, 2019
SUBJECT: M-9-2019: 779 BRYANT AVENUE – LANDMARK DESIGNATION

INTRODUCTION

On July 16, 2019, the Village Council is scheduled to consider the Landmark Preservation Commission (LPC) recommendation regarding an application submitted by the property owners, Joan Keller-Evanich and Kevin Evanich, to designate 779 Bryant Avenue (the “Subject Property”) as a locally designated landmark.

Local landmark designation requires adoption of an ordinance by the Village Council, after receiving a recommendation and report from the LPC pursuant to an application submitted by the property owner(s). The Village Council shall take one of the following actions: (1) designate the landmark by ordinance; (2) refer the report and recommendation back to the LPC with suggestions for revisions and stating reasons for such action; or (3) deny designation of the landmark.

ADVISORY COMMISSION CONSIDERATION AND RECOMMENDATION

The LPC considered the application for local landmark designation at its meeting on June 3, 2019 (Attachment C contains the staff report and Attachment E contains minutes from that meeting). After hearing from the applicants, and no members of the public, a motion to recommend the Village Council designate 779 Bryant Avenue as a locally designated landmark passed with a vote of 4-0. Based on the “System for the Evaluation of Landmarks,” the LPC found the level of significance of the Subject Property to be “Unique.” The “System for the Evaluation of Landmarks” is a scoring system used to determine the level of significance. The Commission found the property meets the criteria for designation. Furthermore, the LPC found the Albert M. and Anna B. Kales House at 779 Bryant Avenue to be historically significant as well as architecturally significant due to its association with architect Howard Van Doren Shaw. Additionally, the Commission found the Kales House to be an exceptional example of the English Arts & Craft style. A report outlining the rationale for recommending approval of the application as well as the LPC results of the “System for the Evaluation of Landmarks” is provided in Exhibit B of Ordinance M-9-2019.

ADDITIONAL BACKGROUND INFORMATION

Locally Designated Landmarks vs Locally Certified Landmarks. The owner(s) of a designated landmark, the alteration of which is subject to the advisory review of the LPC, may request that any alteration be subject to the *binding* review of the LPC. Upon approval of such request by the LPC, a declaration shall be recorded by the Village in the office of the Cook County Recorder of Deeds. Upon recordation the designated landmark becomes a certified landmark, and any proposed exterior alterations *require approval* by the LPC prior to the improvements being made. After a designated landmark has been

certified, the certification shall not be withdrawn except for an express determination set forth in a resolution of the Village Council. At this time, the applicants are not requesting certified landmark status. The request is to have the property recognized as a designated landmark, which requires an *advisory* review of proposed exterior alterations by the LPC.

State Property Tax Assessment Freeze Program. Given questions that were raised in 2012 when the Village Council last considered an application for landmark designation, the following information regarding the Property Tax Assessment Freeze is being provided as additional background.

The Property Tax Assessment Freeze Program (the “Program”) is administered by the Illinois State Historic Preservation Office (SHPO). The Program freezes the assessed value of a historic, owner-occupied principal residence (base year valuation) for eight years when the owner undertakes a substantial, approved rehabilitation. After eight years, the assessed value is brought back to market level over a period of four years: Year 1 - base valuation plus 25% of the adjustment in value; Year 2 - base year valuation plus 50% of the adjustment in value; Year 3 – base year valuation plus 75% of the adjustment in value; and Year 4 – the then fair current market value.

To qualify for the Program, a property must: (1) be a certified historic structure, either by listing on the National Register of Historic Places individually or in a district, or by local landmark designation in a community with an approved historic preservation ordinance; (2) be a single-family, owner-occupied, principal residence; (3) undergo a rehabilitation that has eligible expenses equal to or exceeding 25% of the property’s fair market value within a two year period; and (4) undergo a rehabilitation that meets the Secretary of the Interior’s “Standards for Rehabilitation.”

It is important to note that not every locally designated landmark qualifies for the Program. Additionally, a property does not need to be designated as a local landmark to qualify for the Program. A property that is listed on the National Register of Historic Places, but not designated as a local landmark, can also apply to the Program. Since 1986, 16 projects in the Village have participated in the Program.

For additional details regarding the application for 779 Bryant Avenue, please see the LPC staff report that is included as Attachment C in this report as well as the report from the LPC outlining the rationale for recommending approval of the application (Exhibit B of Ordinance).

RECOMMENDATION

Consider introduction of Ordinance M-9-2019. The Ordinance would designate the Albert M. and Anna B. Kales House at 779 Bryant Avenue as a locally designated landmark.

ATTACHMENT B

ORDINANCE NO. M-9-2019

AN ORDINANCE DESIGNATING 779 BRYANT AVENUE AS A LANDMARK

WHEREAS, Joan Keller-Evanich and Kevin Evanich ("**Owners**") are the owners of the property commonly known as 779 Bryant Avenue, Winnetka, Illinois, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance ("**Subject Property**"); and

WHEREAS, the Subject Property is improved with a single family home and detached garage; and

WHEREAS, Chapter 15.64 of the Winnetka Village Code ("**Village Code**"), titled "Landmark Preservation," sets forth standards and procedures for preserving, protecting, enhancing, rehabilitating, and regulating buildings, structures, objects, and places of historical, cultural, or architectural significance ("**Landmark Regulations**"); and

WHEREAS, pursuant to Section 15.64.040 of the Landmark Regulations, the Owners submitted an application for the designation of the Subject Property as a landmark to the Director of Community Development for consideration by the Landmark Preservation Commission ("**Commission**"); and

WHEREAS, pursuant to, and in accordance with, the Landmark Regulations, a duly noticed public hearing of the Commission to consider the Owners' application was held on June 3, 2019; and

WHEREAS, on June 3, 2019, the Commission made findings, which findings are attached as **Exhibit B**, and evaluated the application and the Subject Property using the Village's System for the Evaluation of Landmarks and gave the Subject Property an overall score of 86.6, resulting in the highest rating of "unique"; and

WHEREAS, pursuant to the findings made by the Commission and the overall rating of the Subject Property as unique, the Commission: (i) determined that the Subject Property meets the criteria for the evaluation of landmarks set forth in the Landmark Regulations; and (ii) unanimously recommended that the Village Council designate the Subject Property as a landmark; and

WHEREAS, the Village Council has considered the recommendation of the Commission and has determined that it is in the best interest of the Village and its residents to accept the findings and recommendation of the Commission, which findings are incorporated herein, and approve the designation of the Subject Property as a landmark;

NOW, THEREFORE, the Council of the Village of Winnetka do 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: LANDMARK DESIGNATION. In accordance with, and pursuant to, Section 15.64.040 of the Village Code, the Village Council hereby designates the Subject Property as a locally designated landmark.

SECTION 3: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

PASSED this ____ day of _____, 2019, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2019.

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 _____, 2019.

Introduced: September 3, 2019

Passed and Approved: _____, 2019

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

Parcel 1: The South 35 feet of Lot 4, Lot 5 except that part thereof described as follows: Beginning at the Southeast corner of said Lot 5; thence Southwesterly along the Southerly line of Lot 5 (being also a division line between said Lots 5 and 7) 47.5 feet; thence Northeasterly along a straight line, 51.29 feet to a point on the East line of said Lot 5, 12 feet North of the Southeast corner of said Lot 5; thence South along the East line of said Lot 5, 12 feet to the point of beginning.

Parcel 2: That part of Lot 7 described as follows: Beginning at a point in the Southerly line of Lot 5 of said Subdivision of Blocks 26 and 41 (being also a division line between said Lots 5 and 7) 47.5 feet Westerly of the Southeast corner of said Lot 5; thence Westerly along the Southerly line of said Lot 5, 47.5 feet to the Westerly line of said Lot 7; thence South along the Westerly line of Lot 7, 12 feet; thence Northeasterly along a straight line, 51.29 feet to the point of beginning, all in the Subdivision of Blocks 26 and 41 in Lake View Subdivision (Lake View Subdivision being a Subdivision of the Southeast Quarter of Section 17 and the Southeast Quarter of Section 16, Township 42 North, Range 13, East of the Third Principal Meridian, according to the Plat recorded July 13, 1857, in Book 133, Page 76, as Document Number 889987) in Cook County, Illinois.

Commonly known as 779 Bryant Avenue, Winnetka, Illinois.

PIN: 05-17-409-009-0000

EXHIBIT B
LANDMARK PRESERVATION COMMISSION FINDINGS
(SEE ATTACHED EXHIBIT B)

EXHIBIT B



CONSIDERATION OF LANDMARK ELIGIBILITY

***Albert M. and Anna B. Kales House
779 Bryant Avenue, Winnetka***

This report is an integral part of the June 3, 2019 Landmark Preservation Commission meeting minutes and is also compiled based on the submitted application for local landmark designation.



Figure 1 – 779 Bryant Avenue

Findings of the Commission

Based on the System for the Evaluation of Landmarks contained in Chapter 15.64 of the Village Code titled “Landmark Preservation” (see attached rating sheet), 779 Bryant Avenue was rated a “Unique” property with a score of “86.6”.

Architectural Type, Style and Period. The Albert M. and Anna B. Kales House was built in 1909 in the English Arts & Crafts style. The Commission found the house to be an exceptional example of an historic or vernacular style. Furthermore, the Commission found the home to be extremely rare since the Village does not have many homes designed by Howard Van Doren Shaw.

Based on these facts, the architectural type, style and period of the home were judged to be “extremely rare”, with a rating of “5”.

Method of Construction. The Kales House is constructed of stucco, which is relatively common in the Village. According to the current property owners, the basement of the Kales House was one of the first poured concrete foundations. Taking that into consideration and based on the date of construction, the Commission rated the rarity in method of construction to be “rare”, warranting a score of “4”.

Association with an Historical Event, Person, or Cultural Activity. The Albert M. and Anna B. Kales House was designed by nationally recognized architect Howard Van Doren Shaw. Based on this fact, the Commission rated the home as a “5”, association at the national level.

Association with an Architect or Master Builder. As previously noted, the architect for the Kales House was Howard Van Doren Shaw. After graduating from Massachusetts Institute of Technology, Shaw returned to Chicago in 1891 and joined the Jenney & Mundie Firm. This firm was a training ground for new architects, such as Daniel Burnham and Louis Sullivan. In 1894 Shaw established his own practice in Chicago. Shaw built a house for his family in Lake Forest in 1897. Soon thereafter he began building many more homes in Lake Forest. These houses exhibited Shaw’s Arts and Crafts style. He soon became the most recognized architect for country houses in Lake Forest in the early 19th century, around the time he designed the Kales House. Shaw focused on American and English styles of the Arts and Crafts style. On many of his homes, Shaw collaborated with renowned landscape architect Jens Jensen. In 1906, Shaw became a member of the American Institute of Architects (AIA) and was made a Fellow the following year. He was awarded the AIA Gold Medal shortly before his death in 1926. Shaw’s students included David Adler and Edward H. Bennett, who became notable architects in their own right.

The Commission rated the home as a “5”, association with an architect on a national level.

Established or Familiar Visual Feature. The Kales House is located on the east side of Bryant Avenue between Lloyd Place and Humboldt Avenue. The Commission felt that this is an exceptional home that is certainly recognizable in the neighborhood. Therefore, the Commission rated the home as “a conspicuous and familiar structure in the context of a neighborhood,” warranting a score of “3”.

Originality. The Kales House has received minor alterations over the years. The Cushman family (property owners from 1920-1945) worked with architect Chester Walcott to enclose open porches on the south façade. The Cassin family (property owners from 1979-1993) replaced the original Shaw “sunken garden” with a swimming pool. The current owners added an architecturally sensitive family room (designed by Behles + Behles) at the rear of the home, mimicking the sunroom, in 2012. The Commission found the alterations to the home to be of high quality and sensitive to the original design of the home and rated the home’s alterations of design integrity as “excellent”, warranting a score of “5”.

Age of Structure. The Kales House was constructed in 1909, therefore, the home warrants a score of “3”.

Alteration of Surrounding Properties (View from Property). Many of the homes in the neighborhood were built after the Kales House in 1909. Some homes in the neighborhood have also been torn down and replaced with new homes. The property is adjacent to the Christ Church property which has remained intact. The Commission determined the existing conditions of the surrounding area to consist of “minor alterations”, which warranted a score of “3”.

Alteration of Original Site (View of Property). The current owners replaced a single frame detached garage with a detached three-car stucco garage, while matching the house in color and design. The only other alteration as viewed from the street was a custom built wood fence that replaced a chain-link fence. The Commission determined the condition of the site to be “minor alterations”, which warranted a score of “3”.

Structural Condition. The Commission determined the structural condition to be “exceptional”, which warranted a score of “5”.

Resolution

The Landmark Preservation Commission found the Albert M. and Anna B. Kales House at 779 Bryant Avenue to be highly significant and more than satisfy the criteria for local landmark designation. The Commission found the property to be historically significant as well as architecturally significant due to its association with architect Howard Van Doren Shaw. Additionally, the Commission found the Kales House to be an exceptional example of the English Arts & Craft style and unique in the Village as there are very few Howard Van Doren Shaw homes remaining in the Village.

Based upon these considerations and the System for Evaluation rating of “Unique”, with a score of “86.6”, the Commission unanimously voted to recommend that the Village Council designate the Albert M. and Anna B. Kales House at 779 Bryant Avenue as a local landmark.

Respectfully Submitted,

Louise Holland
Katie Comstock
Chris Enck
Laura Good
Joseph Stewart
Beth Ann Papoutsis
Paul Weaver

SYSTEM FOR THE EVALUATION OF LANDMARKS

TIER 1

CATEGORY	FACTORS	POINT VALUE	WEIGHT*	SCORE
Rarity: Architectural Type, Style and Period	-Extremely Rare	⑤	<u>1</u>	<u>5</u>
	-Rare	4		
	-Somewhat Rare	2		
	-Common	0		
Rarity: Method of construction and its application	-Extremely Rare	5	<u>1</u>	<u>4</u>
	-Rare	④		
	-Somewhat Rare	2		
	-Common	0		
Association with an Historical Event, Person, or Cultural Activity	-National	⑤	<u>1</u>	<u>5</u>
	-State, County or Local	5		
	-None	0		
Association with an Architect or Master Builder	-National	⑤	<u>10</u>	<u>50</u>
	-State, County or Local	5		
	-Architect or builder identified but of no known importance	1		
	-Architect or builder unknown	0		
Established or Familiar Visual Feature	-Symbol of Village as a whole	5	<u>1</u>	<u>3</u>
	-Symbol of a neighbor- hood or a conspicuous and familiar structure in the context of the entire Village	4		
	-A conspicuous and familiar structure in the context of a neighborhood	③		
	-Not particularly conspicuous or familiar	0		

Tier 1 Score 67
(Add Above 5 lines)

*The (or a) category with the highest point value is given a weight of 10. All other categories are weighted 1.

TIER 2

CATEGORY	FACTORS	POINT VALUE		WEIGHT		SCORE
Alteration of (Originality) Design Integrity	-Excellent	5	x	10	=	<u>50</u>
	-Good	4				
	-Fair	3				
	-Poor	0				
Age of Structure	-pre-1900	5	x	4	=	<u>12</u>
	-1900-1930	3				
	-1931-1950	2				
	-1951 to present	1				
Alteration of Surrounding Properties (View from Property)	-Original	5	x	4	=	<u>12</u>
	-Minor Alterations	3				
	-Major Alterations	0				
Alteration of Original Site (View of Property)	-Original	5	x	3	=	<u>9</u>
	-Minor Alterations	3				
	-Major Alterations	0				
Structural Condition	-Exceptional	5	x	3	=	<u>15</u>
	-Good	3				
	-Fair	1				
	-Deteriorated	0				
Tier 2 Score						<u>98</u>
(Add Above 5 Lines)						
Avg. Tier 2 Score						<u>19.6</u>
(Divide Total by 5)						

<u>67</u>	+	<u>19.6</u>	=	<u>86.6</u>
Tier 1 Score		Avg. Tier 2 Score		Total Score

Level of Significance

<u>Total Points</u>	<u>Category</u>
80-94	Unique
65-79	Significant
50-64	Important



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: LANDMARK PRESERVATION COMMISSION
FROM: CHRISTOPHER MARX, AICP, ASSOCIATE PLANNER
DATE: MAY 29, 2019
SUBJECT: CASE NO. 19-11-LPC: 779 BRYANT AVENUE - LANDMARK DESIGNATION

INTRODUCTION

On June 3, 2019, the Landmark Preservation Commission (LPC) is scheduled to hold a public hearing on an application submitted by Joan Keller-Evanich and Kevin Evanich (the "Applicants") as the owners of the property commonly known as 779 Bryant Avenue (the "Subject Property"), to have the Subject Property designated as a locally designated landmark.

A mailed notice was sent to owners of properties contiguous to and across from the Subject Property. As of the date of this memo, staff has not received written comment from the public regarding this application.

The Village Council has final jurisdiction on this request as only the Council has the authority to designate a landmark by ordinance.

PROPERTY DESCRIPTION

The Subject Property, which is approximately 0.56 acres in size, is located on the east side of Bryant Avenue between Lloyd Place and Humboldt Avenue and contains a single-family home with a detached garage. The property is zoned R-3 Single Family Residential, and it is surrounded by R-3 Single Family Residential. The Subject Property is identified in Figures 1 and 2 on the following pages.

The Comprehensive Plan designates the Subject Property as appropriate for single family residential development. The zoning of the property is consistent with the Comprehensive Plan.

PROPERTY HISTORY

Constructed in 1909, the residence was designed by Howard Van Doren Shaw for Albert and Anna Bradley Kales. According to Village files, there were several building permits issued in proceeding years that affected the Subject Property:

1. In 1921 a building permit was issued for the original detached garage which was then replaced by a newer garage from a permit issued in 1953;
2. In 1981 a building permit issued for a swimming pool that filled in the sunken garden on the west side of the property.
3. In 2002 a building permit for a new detached garage was issued.

4. In 2012 a building permit was issued for a family room addition on the southeast portion of the house that was designed by Ken Behles of the architectural firm of Behles & Behles.

The Applicants describe the family room addition built in 2012 as architecturally sensitive to the context of the house. The Applicants state that they acquired the property in 1993.

The Applicants have provided written responses to the Landmark Nomination Form describing the residence and its significance with the intention of support for the proposed designation, along with current photographs of the Subject Property, all of which are included in this report as Attachment A.

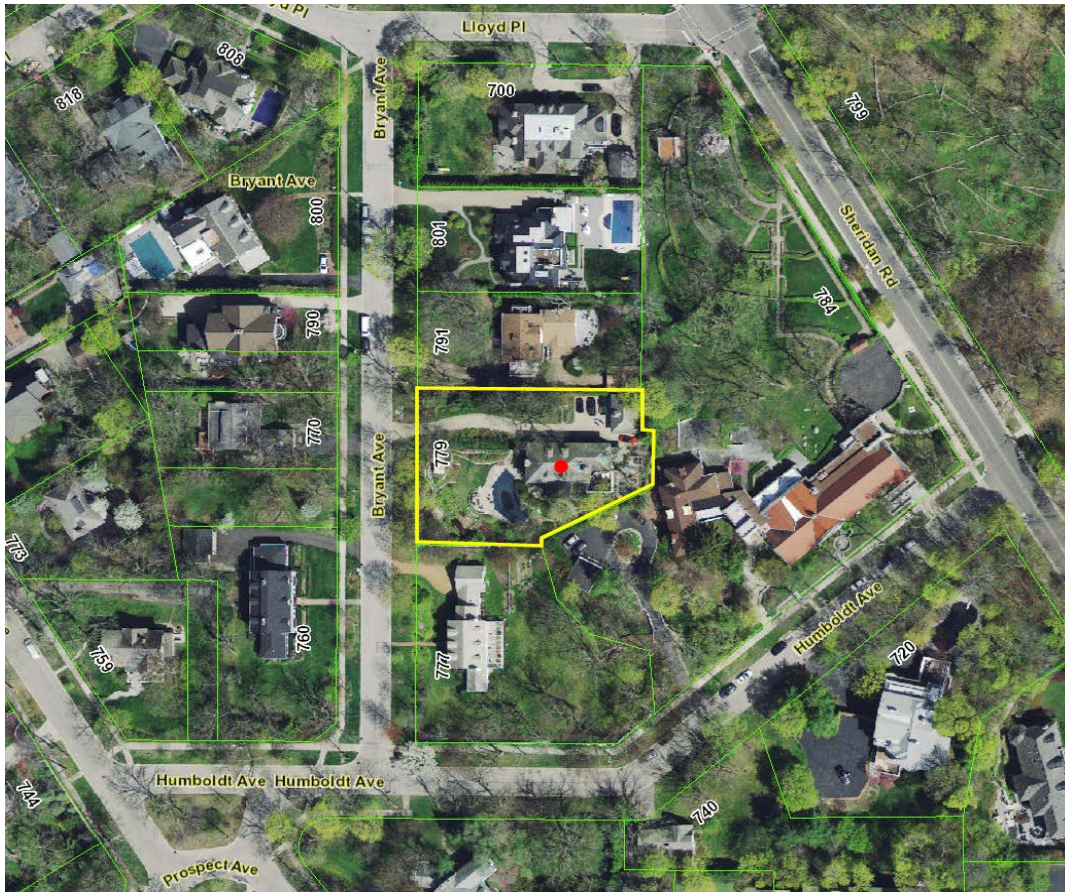


Figure 1 – Subject Property (Aerial)



Figure 2 – Subject Property (visibility from Bryant Avenue)



Figure 3 – Subject Property (visibility from Bryant Avenue)

COMMISSION REVIEW

The LPC is to make findings and a recommendation to the Village Council on the application. Following receipt of testimony at the public hearing, the LPC shall make its determination and recommendation to the Village Council that, based on the evidence received at the public hearing, the Subject Property does or does not meet the criteria for designation. The criteria to consider when evaluating a potential landmark are as follows:

1. General Considerations:

- a. The structure, building, object or site has significant character, interest or value as part of the historic, cultural or architectural characteristics of the Village, the state or the United States;
- b. The structure, building, object or site is closely identified with a person or persons who significantly contributed to the culture or development of the Village, the state or the United States;
- c. The structure, building, object or site is the result of the notable efforts of, or is the only known example of work by, a master builder, designer, architect, architectural firm or artist whose individual accomplishment has influenced the development of the Village, the state or the United States;
- d. The unique location or singular physical characteristics of the structure, building, object or site make it an established and important visual feature;
- e. The activities associated with the structure, building, object or site make it a current or former focal point of reference in the Village;
- f. The structure, building or object is of a type or is associated with a use once common but now rare, or is a particularly fine or unique example of a utilitarian structure and possesses a high level of integrity or architectural significance.

2. Architectural Significance

- a. The structure, building, object or site represents certain distinguishing characteristics of architecture inherently valuable for the study of a time period, type of property, method of construction or use of indigenous materials;
- b. The structure, building, object or site embodies elements of design, detail, material or craftsmanship of exceptional quality;
- c. The structure, building, object or site exemplifies a particular architectural style in terms of detail, material, and workmanship.
- d. The structure, building, object or site is one of the few remaining examples of a particular architectural style;
- e. The structure, building, object or site is, or is part of, a contiguous grouping that has a sense of cohesiveness expressed through a similarity of style characteristics, time period, type of property, method of construction, or use of indigenous materials, and accents the architectural significance of an area.

3. Historical Significance:

- a. The structure, building, object or site is an exceptional example or an historic or vernacular style, or is one of the few such remaining properties in the Village;
- b. The structure, building, object or site has a strong association with the life or activities

of a person, persons, organization or group who significantly contributed to or participated in historic or cultural events;

- c. The structure, building, object or site is associated with a notable historic event.

To assist the LPC in the review of nominations, the Village Council adopted the System for the Evaluation of Landmarks, a copy of which is provided as Attachment B to this report. The System for the Evaluation of Landmarks is consistent with the criteria listed above and is a scoring system to determine the level of significance of the Subject Property.

Additionally, the LPC's recommendation may include an explanation of a significant feature or features of the Subject Property that should be preserved and protected, as well as any other information the LPC may deem pertinent to the determination or recommendation.

CERTIFICATION OF DESIGNATED LANDMARKS

The owner(s) of a designated landmark, the alteration of which is subject to the advisory review of the LPC, may request that any alteration be subject to the *binding* review of the LPC. Upon approval of such request by the LPC, a declaration shall be recorded by the Village in the office of the Cook County Recorder of Deeds. Upon recordation the designated landmark becomes a certified landmark, and any proposed exterior alterations **require approval** by the LPC prior to the improvements being made. After a designated landmark has been certified, the certification shall not be withdrawn except for an express determination set forth in a resolution of the Village Council.

At this time, the Applicants are not requesting certified landmark status. The request is to have the Subject Property recognized as a designated landmark, which **requires an advisory review** of proposed exterior alterations by the LPC. It should be noted that the Applicants' request does not include any exterior alterations.

FINDINGS

In the attached application materials submitted by the Applicants, the Applicants have provided a history of the Subject Property identifying the architect, the ownership history and a description of alterations to the Subject Property. Does the LPC find that the Subject Property meets the criteria for designation as a locally designated landmark; and if so, is the LPC prepared to make a recommendation to the Village Council regarding the requested landmark nomination?



LANDMARK NOMINATION FORM

1. Property owner's name(s) Joan Keller-Evanich and Kevin R. Evanich

2. Street Address: 779 Bryant Avenue Winnetka, IL

3. Property Identification Number (P.I.N.):05-17-409-009-0000

2014 Plat of Survey is attached

4. How long have you owned this property?

We have owned the property since 1993

If you know, list the previous owners of the house and when they owned it. Do you know whether any of the owners had a particular influence on the village's history?

Albert M. Kales and Anna Bradley Kales 1910-1920

Arthur W. and Cora P. Cushman 1920-1945

John R. and Louise D. Rutherford 1945-1963

LeRoy Haskell, Jr. and Marie Antoinette Haskell 1963-1979

Dan and Carol C. Cassin 1979-1993

Kevin R. Evanich and Joan C. Keller-Evanich 1993-present

5. Date of construction: date on blueprints (1909), construction began spring 1909 (p. 37 Diary of Albert M. Kales, copy obtained from Northwestern University School of Law archives)

Landmark Nomination Package Page 1 of 6

In the next section, we ask about information that is important in evaluating landmark requests. For questions that are not relevant, write "none" or "not known". Please provide sources for your information. Referring to the title and page number of a book is fine. For other documents, it would help to include a photocopy of your source. If the source is Village Hall, simply write what the reference is, for example: "Water hook up - Village Hall."

1. If known, give the name of the architect Architectural firm
Designer

And/or builder: Howard Van Doren Shaw (see attached bio)

Do you have original plans? We have some blueprints including exterior elevations dated 1909

Is the property associated with a historical person or group? Nothing local but some national impact within the bios of Albert Kales and Marie Antoinette Haskell

Is the property associated with a notable historic event? If so, explain.
No

2. Alteration History: *Please include current photos of all sides of the house and older photos, if available. The "structure files" at the Winnetka Historical Society, may have older photos.*

If known, describe changes made to the outside of the building since it was built. Have important changes been made to the property as viewed from the street in the last fifty years? No changes as viewed from the street except a custom wooden fence replaced a chain link fence.

Please include descriptions of alterations, dates and architects, if known.
The Cushman family, (Chester Walcott architect) enclosed the open porches on the south façade. The Cassin family replaced the original Shaw "sunken garden" with a swimming pool. We added an architecturally sensitive family room mimicking the sunroom in 2012. (Ken Behles of Behles and Behles, architect)

If known, describe changes over the last fifty years to the original property, not including alterations to the building itself. These changes could include subdivision, fences or new structures added to the property.

We replaced a single frame detached garage with a detached 3-car stucco garage (matching house in color and design) in 2001.

3. Do you have any other information about the property or anecdotes you'd like to share? This information can be based upon hear-say, so long as you tell us the source.

4. I (We) hereby certify that I (We) am (are) the owner(s) of the property described in the form and wish to make application for designation of this property as a landmark by the Village of Winnetka.
Name(s): Kevin R. Evanich and Joan C. Keller-Evanich

Signature(s): _____

4. I (We) hereby certify that I (We) am (are) the owner(s) of the property described in the form and wish to make application for designation of this property as a landmark by the Village of Winnetka.

Name(s): KEVIN EVANICH & JOAN KELLER-EVANICH

Signature(s): 

Date: 5/22/19

Phone:  Fax: _____ Email: 

Please forward your completed nomination to:

**Winnetka Landmark Preservation Commission
Village Hall
510 Green Bay Road
Winnetka, Illinois 60093**

HOWARD VAN DOREN SHAW (b. 1869 in Chicago d. 1926 Baltimore)

Education: Yale B.A. 1890

MIT, Architecture 1891 (completed two year program in one year)

Career: Jenney & Mundie under the direction of William LeBaron Jenney

1894 established his own practice

Practice was turned over to his student David Adler after Shaw's death

Major works:

Ragdale	Lake Forest, IL	1898	Listed on NRHP 1976
Lakeside Press	Chicago	1899	Listed on NRHP 1976
Ryerson Thorne Summer House	Midlothian	1899	NRHP 1997
Second Presbyterian Church	Chicago	1900	Interior NRHP 1974 National Historic Landmark 2013
Louis Swift House	Lake Forest	1900	NRHP 2005
Cliff Dwellers Club	Chicago	1908	
Lake Shore Club	Glencoe	1910	
Albert Kales House	Winnetka	1910	
Market Square	Lake Forest	1916	
Marktown	Indiana	1917	NRHP 1983
Quadrangle Club U of Chicago	Chicago	1920	NRHP 1920
Kappa Kappa Gamma	Urbana	1921	NRHP 2004
McKinlock Court Art Institute	Chicago	1924	
Fourth Presbyterian Church	Chicago	1926	NRHP 1975

Parish buildings

**Sources: The Architecture of Howard Van Doren Shaw by Virginia Greene,
Frank Lloyd Wright and Howard Van Doren Shaw: Two Chicago Architects and their
Clients by Leonard K. Eaton**

Inventing the New American Home by Stuart Cohen

**Concerning Howard Shaw in His Home by his wife Frances Wells Shaw, printed by
The Art Institute of Chicago for the Howard Van Doren Shaw Society**



WIKIPEDIA

Albert M. Kales

Albert Martin Kales (March 11, 1875 – July 26, 1922) was an American lawyer and legal scholar.

With the exception of one year as a visiting instructor at Harvard Law School, he performed most of his scholarly work at Northwestern University School of Law, at which he taught in 1902-1916 and 1917-1922.^[1] He is best known for his 1914 work *Unpopular Government in the United States*, a work that helped pioneer the concept of appointing U.S. judges rather than electing them in a partisan political process. This concept spread in many states and is now commonly called the Missouri Plan, after the name of one of the first states to adopt it.

Biography

Kales was born in 1875 in Chicago. He graduated from Harvard Law in 1899 and was immediately licensed to practice in Illinois. He began teaching property law at Northwestern Law in 1902, and was named a professor in 1910. He continued to practice law privately after achieving this rank, asserting that his personal case load of 6 cases per year did not create a conflict of interest between his teaching load and his private practice, and further asserting that the active practice of law was a necessary element in the ability of a legal scholar to remain relevant. Offered a faculty position at Harvard Law in 1917, he turned down the honor because the school would have required him to lay down his practice. Kales' works related to property law included *Estates and Future Interests*, published in 1920.^[1]

Kales published *Unpopular Government in the United States* in 1914 in opposition to a new class of political operatives whom Kales labeled "politocrats." Political party bosses in his native Cook County, Illinois had devised a reliable way to control the elections of candidates to office, including judges, through the invention of so-called 'bedsheet ballots.' A 'bedsheet ballot' was a lengthy election paper with long lists of candidates for a wide variety of offices to govern a heavily populated area, such as Chicago. Utilizing a combination of game theory and thought experiments, Kales asserted that ordinary voters could not be expected to cast a thoughtful ballot for or against each of the members of a long list of candidates. Kales demanded that his readers face the fact that in any purely "elective" system for the popular selection of judges, the judges would in fact be nominated by political bosses; and that a system of merit selection could actually improve the ties of responsibility between the judiciary and the voters. He set forth several elements necessary for the success of a merit-selection system, of which the principal one is that the person publicly responsible for the appointment should be a single high-profile individual directly elected by popular vote. Examples given were the offices of governor and chief justice. Kales further urged that the ultimate appointer be advised by a professional panel, selected by other judges or by the bar association of the state where the appointment is made.^[2]

Kales died of typhoid fever in 1922^[1] and did not live to see any state adopt a merit selection program for appointment of U.S. judges. As of 2015, however, twenty-seven states and the District of Columbia had enacted statutory or constitutional laws to provide for some form of merit selection. Ironically, Kales' native state of Illinois was not one of them.

References

1. "Kales, Albert Martin. Correspondence on The Rule Against Perpetuities, 1904-1913: Finding Aid" (<http://oasis.lib.harvard.edu/oasis/deliver/~law00184>). *Harvard Law School*. Retrieved 2015-02-10.
 2. Kales, Albert M. (1914). *Unpopular Government in the United States*. Chicago, Ill.: *University of Chicago Press*. pp. 225–51.
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Retrieved from "https://en.wikipedia.org/w/index.php?title=Albert_M._Kales&oldid=776680126"

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MARIE ANTOINETTE "MIA" HASKELL

Mass for Marie Antoinette Haskell (nee Kerssenbrock) of Vernon Hill, IL, formerly of Winnetka and Glenview, will be said at 10AM Tuesday May 26, at Sacred Heart Church, 1077 Tower Road, Winnetka, IL. Visitation will be held on Monday, May 25, from 4-9 PM at the M. H. Scott & Hebblethwaite Funeral Home, 1240 Waukegan Road, Glenview, IL. Graveside services will be held at 11:30 AM Wednesday, May 27, at Woodlawn Cemetery, Toledo, OH. Local arrangements by the Bennett-Emmett Funeral Home, Secor Rd.

After years of breathing difficulties and heart problems related to emphysema, Mia died peacefully on Wednesday, May 20, in her daughter's home in Mr. Prospect, IL, surrounded by family.

She was born in Kiatovy, Czechoslovakia, the daughter of Count Klement Korff Schmising Kerssenbrock and Countess Marie Anna (nee Waldstein) Kerssenbrock.

During World War II, she was a prisoner in a slave labor camp in Germany. After the war, she worked for the American Underground in Czechoslovakia as a translator. In 1949, facing imminent arrest, she fled the country by crossing over the mountains to Austria. With a student Visa and a scholarship to Barat College in Lake Forest, IL she entered the US in 1950. During the summers she gave lectures for Radio Free Europe and the Crusade for Freedom.

In 1952, President Truman signed a Bill granting her permanent residency in the United States. In 1955 she married her husband Roy, and lived in Winnetka until 1979, when the family moved to Glenview. In 1985, after her husband Roy died in 1983 she was diagnosed with emphysema. After a hospitalization in 1988, she moved to Hawthorne Lakes in Vernon Hills.

In November of 1991 she began to have health problems again. On December 20, 1991 with the help of Senator Paul Simon's office and the Immigration and Naturalization Service, her dream of becoming a US Citizen was fulfilled. The ceremony took place at Lake Forest Hospital. Mia said that becoming a United States Citizen was one of the happiest moments of her life.



WHS Housefiles
1946

AVENUE + 661.05

+ 660.88

+ 660.51

+ 659.94

+ 660.01

+ 659.85

+ 659.02

+ 658.71

C/660.95
G/660.89

C/660.75
G/660.43

C/660.54
D/660.57

C/660.13
G/660.04

C/659.94
G/659.69

C/659.71
G/659.46

C/659.40
G/659.15

C/659.02
G/658.78

C/658.71
G/658.43

FOUND IRON PIPE 5.00' SOUTH & 0.50' EAST

FOUND IRON PIPE 0.24' EAST & 0.24' SOUTH;
ALSO, FOUND IRON ROD 0.33' EAST 0.25' SOUTH

CHAIN LINK FENCE 1.01' WEST

CHAIN LINK FENCE 2.58' EAST & 0.64' NORTH

(REC. & MEAS.)
135.00'

(REC. & MEAS.)
190.00'

(DEED & MEAS.)
35.00'

(REC. & MEAS.)
10.00'

(MEAS.)
48.00'

(DEED & MEAS.)
102.58'

stockade fence-pine









ATTACHMENT E

Minutes adopted 07.01.2019

LANDMARK PRESERVATION COMMISSION EXCERPT OF JUNE 3, 2019 MEETING MINUTES

Members Present: Louise Holland, Chairperson
Chris Enck
Laura Good
Beth Ann Papoutsis

Non-Voting Member Present: Jack Coladarci

Members Absent: Katie Comstock
Joseph Stewart
Paul Weaver

Village Staff: David Schoon, Director of Community Development
Ann Klaassen, Senior Planner
Christopher Marx, Associate Planner

Case No. 19-11: 779 Bryant Avenue - Review of the application for local landmark designation.

Chairperson Holland noted Joan Evanich is present and stated the Fisher home was the first landmark designated a couple months ago since 2012 and they have not had one since 2012. She then stated the Commission would go through the items and asked what was done to the home. Ms. Evanich informed the Commission she has blueprints which are in the application as well. Chairperson Holland stated the home has not changed on the outside. Ms. Evanich agreed with the exception of the rear addition. She informed the Commission they purchased the home in 1993 which was in terrible shape. Ms. Evanich stated they underwent a huge renovation and restoration and corrected windows which were put into the sunroom on both levels.

Ms. Evanich then stated there was a huge fire at the end of the initial restoration and they rebuilt the home exactly in the same way. She also stated instead of changing the inside, it was restored to its exact original condition which evidenced how committed they are. Ms. Evanich then stated in 2012, an addition was added to the building on the back which cannot be seen from the street. She noted they used Behles and Behles as the architect and the sunroom as a model to do the rear addition including the windows. Chairperson Holland commented the addition is very beautiful.

Chairperson Holland then stated the Commission would go through the review on page 3 of the materials. She read the criteria to consider when evaluating a potential landmark as follows: "The structure, building, object or site has significant character, interest or value as part of the historic, cultural or architectural characteristics of the Village, the State or the United States." Chairperson Holland then stated they did not need to go through all of the considerations and noted Howard Van Doren Shaw is an architect of great note nationally and on the North Shore. She commented they are lucky to still have the home in such perfect condition. Ms. Evanich stated there are two or three of them left in the Village, one of which is on Green Bay Road and the Sibley home which is owned by Christ Church. Chairperson Holland stated the home on Trapp Lane had a lot of renovation and while it is a Winnetka landmark, it is not as unique as Ms. Evanich's home.

1 Chairperson Holland read the following criteria in the Architectural Significance category as follows:
2 "The structure, building, object or site represents certain distinguishing characteristics of architecture
3 inherently valuable for the study of a time period, type of property, method of construction or use of
4 indigenous materials...The structure, building, object or site is one of a few remaining examples of a
5 particular architectural style. The structure, building, object or site is, or is part of, a contiguous grouping
6 that has a sense of cohesiveness expressed through a similarity of style characteristics, time period, type
7 of property, method of construction or use of indigenous materials and accents the architectural
8 significance of the area."
9

10 Chairperson Holland stated with regard to the Historical Significance category, she read the following
11 criteria for consideration: "The structure, building, object, or site is an exceptional example or an historic
12 or vernacular style, or is one of the few such remaining properties in the Village. The structure, building,
13 object or site has a strong association with the life or activities of a person, persons, organization or
14 group who significantly contributed to or participated in historic or cultural events."
15

16 Chairperson Holland stated the Commission would now go to the findings and evaluation. She then
17 referred to the System for the Evaluation of Landmarks, Tier 1, Rarity: Architectural Type, Style and
18 Period and asked for the Commission Members' comments. The Commission stated the home is
19 extremely rare since the Village did not have that many Howard Van Doren Shaw homes. Chairperson
20 Holland then referred to Rarity: Method of Construction and its Application. Mr. Coladarci commented a
21 stucco home is relatively common in the Village. Ms. Evanich mentioned the basement portion was one
22 of the first poured concrete foundations that existed. Ms. Papoutsis asked if it would be necessary to
23 consider it relevant to the time period it was constructed. Chairperson Holland noted the home was
24 constructed in 1910 and referred to the building permit issued in 1921. Ms. Evanich informed the
25 Commission that was for the second owners, the Cushmans. She also stated Albert Kale was cited in the
26 application and she has drawings. Ms. Evanich added the Lake Shore Country Club was built in the same
27 year in 1908. Chairperson Holland stated the home would be rated rare.
28

29 Chairperson Holland stated with regard to Association with Historical Event, Person or Cultural Activity,
30 Howard Van Doren Shaw is a nationally recognized architect. She then stated with regard to Association
31 with an Architect or Master Builder, the home fell in the national category. Chairperson Holland stated
32 with regard to the Established or Familiar Visual Feature category, she referred to the home being
33 a symbol of the neighborhood in the context of the entire Village. The Commission voted the home is a
34 conspicuous and familiar structure in the context of a neighborhood with a rating of 3.
35

36 Chairperson Holland asked for a total. Ms. Klaassen asked the Commission to confirm the numbers.
37 Chairperson Holland stated the first Rarity category rated 5, the second Rarity category with regard to
38 Method of Construction rated 4, the Association with Historical Event, Person or Cultural Activity
39 rated 5, Association with an Architect or Master Builder rated 5 and Established or Familiar Visual
40 Feature rated 3. Ms. Klaassen stated the Commission is to give one category a heavier weight and to
41 pick one from the three with the highest score. The Commission decided the Architect category
42 deserved a weight of 10. Ms. Klaassen confirmed the score is 67 for Tier 1.
43

44 Chairperson Holland then stated with regard to Tier 2, she referred to the Alteration of (Originality)
45 Design Integrity category. Mr. Enck stated integrity was maintained even with the rebuilding.
46 Chairperson Holland described it as excellent with a rating of 5. She then stated the age of the structure
47 is 1900-1930 which rated 3. Chairperson Holland then stated with regard to the next category of
48 Alteration of Surrounding Properties (View from Property); it is original since there was nothing else

1 there in 1908. Ms. Evanich noted on their side of the street, there were only two homes and Christ
2 Church. Chairperson Holland stated the view from the property was the original view when it was built
3 which rated 5.

4
5 Chairperson Holland stated the next category is Alteration of Original Site (View of Property). She stated
6 while the home had changes to the back, they were minor alterations. Chairperson Holland then stated
7 the next category of Structural Condition rated exceptional at 5. Ms. Klaassen asked for confirmation for
8 the View from Property category. Chairperson Holland confirmed the view from property is minor with a
9 rating of 3 and the Alteration of Original Site is minor alterations at 3.

10
11 Chairperson Holland stated there is a score of 98 for Tier 2 divided by 5 is 19.6. She then stated the Tier
12 1 score of 67 plus 19.6 for Tier 2 represented a total of 86.6 which falls into the unique category and
13 which is the highest category for a Winnetka landmark. She then congratulated the applicants and
14 thanked Ms. Evanich for submitting their home for landmarking which must be approved by the Village
15 Council. Mr. Schoon indicated it may be done at the first meeting in July and they will be notified.

16 ***
17



Agenda Item Executive Summary

Title: Ordinance No. M-13-2019: 1094 Fisher Crescent Lane - Landmark Designation (Introduction)

Presenter: David Schoon, Director of Community Development

Agenda Date: 09/03/2019

Consent: ☐ YES ☒ NO

☒	Ordinance
☐	Resolution
☐	Bid Authorization/Award
☐	Policy Direction
☐	Informational Only

Item History:

None

Executive Summary:

On September 3, the Village Council is scheduled to consider Ordinance No. M-13-2019 in response to an application submitted by Edward and Katherine McNabola (the "Applicants"). As the owners of the property commonly known as 1094 Fisher Crescent Lane (the "Subject Property"), the Applicants are requesting that the Subject Property be designated as a locally designated landmark.

The application was considered by the Landmark Preservation Commission (LPC) on August 5, 2019. After hearing from the Applicants, their representatives and no members of the public, a motion to recommend the Village Council designate the Subject Property as a locally designated landmark passed with a vote of 5-0. A report from the LPC to the Village Council outlining the rationale for recommending approval is included as Exhibit B in Ordinance No. M-13-2019. Based on the "System for the Evaluation of Landmarks," the LPC found the level of significance of the Subject Property to be "Unique." The LPC results of the "System for the Evaluation of Landmarks" is included in the LPC report to the Village Council. Additionally, details of the request can be found in the attached July staff report to the LPC (Attachment B).

Attached is a staff report containing more details regarding the request, the LPC's consideration of the application and additional background information regarding landmark designations. Please reference the supplemental memo regarding the State Property Tax Assessment Freeze Program in response to a trustee's questions that is included with the 949 Fisher Lane landmark nomination staff report.

Recommendation:

Consider introduction of Ordinance No. M-13-2019.

If adopted, the Ordinance would designate the Willoughby Walling House at 1094 Fisher Crescent Lane as a locally designated landmark.

Attachments:

Staff Report

Attachment A: Ordinance No. M-13-2019

Attachment B: LPC Staff Report - July 29, 2019

Attachment C: Application Materials

Attachment D: Excerpt of draft August 5, 2019 LPC meeting minutes



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: VILLAGE COUNCIL
FROM: ANN KLAASSEN, SENIOR PLANNER
DATE: AUGUST 28, 2019
SUBJECT: M-13-2019: 1094 FISHER CRESCENT LANE - LANDMARK DESIGNATION

INTRODUCTION

On September 3, 2019, the Village Council is scheduled to consider the Landmark Preservation Commission (LPC) recommendation regarding an application submitted by the property owners, Edward and Katherine McNabola (the "Applicants"), to designate 1094 Fisher Crescent Lane (the "Subject Property") as a locally designated landmark.

Local landmark designation requires adoption of an ordinance by the Village Council, after receiving a recommendation and report from the LPC pursuant to an application submitted by the property owner(s). The Village Council shall take one of the following actions: (1) designate the landmark by ordinance; (2) refer the report and recommendation back to the LPC with suggestions for revisions and stating reasons for such action; or (3) deny designation of the landmark.

ADVISORY COMMISSION CONSIDERATION AND RECOMMENDATION

The LPC considered the application for local landmark designation at its meeting on August 5, 2019 (Attachment B contains the staff report and Attachment D contains minutes from that meeting). After hearing from the applicants, and no members of the public, a motion to recommend the Village Council designate 1094 Fisher Crescent Lane as a locally designated landmark passed with a vote of 5-0. Based on the "System for the Evaluation of Landmarks," the LPC found the level of significance of the Subject Property to be "Unique." The "System for the Evaluation of Landmarks" is a scoring system used to determine the level of significance. The Commission found the property meets the criteria for designation. Furthermore, the LPC found the Willoughby Walling House at 1094 Fisher Crescent to be significant architecturally for the quality of its materials and its design by the important Illinois architect Robert Seyfarth. Additionally, the Commission found the Walling House to be significant historically for its association with the nationally, state and locally important original resident of the home, Willoughby Walling. A report outlining the rationale for recommending approval of the application as well as the LPC results of the "System for the Evaluation of Landmarks" is provided in Exhibit B of Ordinance M-13-2019.

For additional details regarding the application for 1094 Fisher Crescent Lane, please see the LPC staff report that is included as Attachment B in this report as well as the report from the LPC outlining the rationale for recommending approval of the application (Exhibit B of Ordinance).

ADDITIONAL BACKGROUND INFORMATION

Locally Designated Landmarks vs Locally Certified Landmarks. The owner(s) of a designated landmark,

the alteration of which is subject to the advisory review of the LPC, may request that any alteration be subject to the *binding* review of the LPC. Upon approval of such request by the LPC, a declaration shall be recorded by the Village in the office of the Cook County Recorder of Deeds. Upon recordation the designated landmark becomes a certified landmark, and any proposed exterior alterations *require approval* by the LPC prior to the improvements being made. After a designated landmark has been certified, the certification shall not be withdrawn except for an express determination set forth in a resolution of the Village Council. At this time, the applicants are not requesting certified landmark status. The request is to have the property recognized as a designated landmark, which requires an *advisory* review of proposed exterior alterations by the LPC.

State Property Tax Assessment Freeze Program. Given recent questions that were raised by a Village Trustee prior to the consideration of two other recent landmark nominations, staff prepared a supplementary memo concerning the State of Illinois's Property Tax Freeze Assessment Program. **This memo is included with the 949 Fisher Lane landmark nomination staff report.**

RECOMMENDATION

Consider introduction of Ordinance M-13-2019. The Ordinance would designate the Willoughby Walling House at 1094 Fisher Crescent Lane as a locally designated landmark.

ATTACHMENTS

Attachment A: Ordinance M-13-2019, an Ordinance Designating 1094 Fisher Crescent Lane as a Local Landmark

Attachment B: LPC Staff Report – July 29, 2019

Attachment C: Application Materials

Attachment D: Excerpt of draft August 5, 2019 LPC meeting minutes

ATTACHMENT A

ORDINANCE NO. M-13-2019

AN ORDINANCE DESIGNATING 1094 FISHER CRESCENT LANE AS A LANDMARK

WHEREAS, Edward McNabola and Katherine McNabola (collectively, "**Owners**") are the owners of the property commonly known as 1094 Fisher Crescent Lane, Winnetka, Illinois, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance ("**Subject Property**"); and

WHEREAS, the Subject Property is improved with a single family home designed by architect Robert Seyfarth, which was constructed in 1919 after a fire ("**Willoughby Walling House**"); and

WHEREAS, Chapter 15.64 of the Winnetka Village Code ("**Village Code**"), titled "Landmark Preservation," sets forth standards and procedures for preserving, protecting, enhancing, rehabilitating, and regulating buildings, structures, objects, and places of historical, cultural, or architectural significance ("**Landmark Regulations**"); and

WHEREAS, pursuant to Section 15.64.040 of the Landmark Regulations, the Owners submitted an application for the designation of the Subject Property as a landmark to the Director of Community Development for consideration by the Landmark Preservation Commission ("**Commission**"); and

WHEREAS, pursuant to, and in accordance with, the Landmark Regulations, a duly noticed public hearing of the Commission to consider the Owners' application was held on August 5, 2019; and

WHEREAS, on August 5, 2019, the Commission made findings, which findings are attached as **Exhibit B**, and evaluated the application and the Subject Property using the Village's System for the Evaluation of Landmarks and gave the Subject Property an overall score of 83.6; and

WHEREAS, pursuant to the findings made by the Commission and the overall rating of the Subject Property as unique, the Commission: (i) determined that the Subject Property meets the criteria for the evaluation of landmarks set forth in the Landmark Regulations; and (ii) unanimously recommended that the Village Council designate the Subject Property as a landmark; and

WHEREAS, the Village Council has considered the recommendation of the Commission and has determined that it is in the best interest of the Village and its residents to accept the findings and recommendation of the Commission, which findings are incorporated herein, and approve the designation of the Subject Property as a landmark;

NOW, THEREFORE, the Council of the Village of Winnetka do 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: LANDMARK DESIGNATION. In accordance with, and pursuant to, Section 15.64.040 of the Village Code, the Village Council hereby designates the Subject Property as a locally designated landmark.

SECTION 3: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

PASSED this ____ day of _____, 2019, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2019.

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 _____, 2019.

Introduced: September 3, 2019

Passed and Approved: _____, 2019

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

Lot "B" in Walling Subdivision a resubdivision of Lot 4 in Hubbard Estates Subdivision in the Northeast Fractional $\frac{1}{4}$ of Section 17, Township 42 North, Range 13 East of the Third Principal Meridian, recorded as Document Number 22327820 on June 11, 1895 in Book 69 on Page 22 of Cook County, Illinois according to the Plat thereof recorded December 16, 1975 as Document Number 23325764 in Cook County, Illinois (except that part of Lot "B" in Walling Subdivision described as follows: Commencing at the Northerly most Northwest corner of Lot "C" in Walling Subdivision, being a resubdivision of Lot 4 in Hubbard Estates Subdivision in the Northeast Fractional $\frac{1}{4}$ of Section 17, Township 42 North, Range 13 East of the Third Principal Meridian; Thence South 19 Degrees, 54 Minutes, 04 Seconds East a distance of 116.76 Feet; Thence South 70 Degrees, 05 Minutes, 56 Seconds West a distance of 129.12 Feet to the Southerly most Northwest corner of said Lot "C" also being the point of beginning; Thence still South 70 Degrees, 05 Minutes, 56 Seconds West along Lot "C" property line extended Westerly a distance of 30.00 Feet; Thence South 19 Degrees, 54 Minutes, 04 Seconds East a distance of 36.98 Feet to a point on the Westerly extension of the Southerly lot line of said Lot "C", Thence East along the Westerly extension of the Southerly lot line of Lot "C" a distance of 32.06 Feet to the Southwest corner of said Lot "C"; Thence North 19 Degrees, 54 Minutes, 04 Seconds West along the Westerly line of Lot "C" a distance of 48.29 Feet to the point of beginning), in Cook County, Illinois.

Commonly known as 1094 Fisher Crescent Lane, Winnetka, Illinois.

PIN: 05-17-200-103-0000

EXHIBIT B
LANDMARK PRESERVATION COMMISSION FINDINGS
(SEE ATTACHED EXHIBIT B)

EXHIBIT B



REPORT ON PUBLIC HEARING
AUGUST 5, 2019

CONSIDERATION OF LANDMARK ELIGIBILITY

Willoughby Walling House
1094 Fisher Crescent Lane, Winnetka

This report is an integral part of the August 5, 2019 Landmark Preservation Commission meeting minutes and is also compiled based on the submitted application for local landmark designation written by Susan Benjamin and Gwen Sommers Yant of Benjamin Historic Certifications.



Figure 1 – 1094 Fisher Crescent Lane (Spring 2019)

Findings of the Commission

Based on the System for the Evaluation of Landmarks contained in Chapter 15.64 of the Village Code titled "Landmark Preservation" (see attached rating sheet), 1094 Fisher Crescent Lane was rated a "Unique" property with a score of "83.6."

Architectural Type, Style and Period. Willoughby Walling purchased the property in 1904, which consisted of a summer home. By 1907 the Wallings decided to make the summer house a four-season home. In 1919 the house was destroyed in a fire. The Wallings quickly decided to rebuild that same year and hired architect Robert Seyfarth to design the home. Seyfarth designed the home in the Arts and Craft style. The unornamented stucco walls and emphatic horizontality reflect Seyfarth's progressive Prairie School experience; its roofline and window treatments connect to the historical styles gaining popularity in the late 1910's and 1920's. A simple geometry governs the design of the house. Detailing is sparse but strategically placed to accentuate the doorway and windows and complement the linear massing of the house. The Commission found the house to be a significant, high-quality example of the Arts and Crafts style and rare because Robert Seyfarth did not design many homes in the Arts and Craft style.

Based on these facts, the architectural type, style and period of the home were judged to be "rare," with a rating of "4."

Method of Construction. The Walling House is constructed of stucco and most likely a wood frame. At the time of construction, stucco was touted as a miracle material. The Commission found the use of stucco in the Arts and Crafts style at this time to be somewhat rare because many homes built during this time were built with wood siding or brick.

With regard to rarity in method of construction, the home was judged to be "somewhat rare" and therefore rated a "2."

Association with an Historical Event, Person, or Cultural Activity. The sole owners during the house's historic period (i.e. more than 50 years from the present) were the Walling family (1904-1976). Willoughby Walling attended the University of Chicago and graduated in 1899; he went on to graduate from Harvard Law School in 1901. His wife Frederika attended Radcliffe. Both came from very prominent well-connected families. Mr. Walling built a successful career in finance and gained a strong reputation for his civic and philanthropic endeavors. In fact, Willoughby devoted his energies to public service by the time he was in his forties. During the Great Depression, Mr. Walling was a member of the advisory board of the Reconstruction Finance Corporation, a government corporation begun in 1932 to provide financial support to state and local governments and to make loans to shore up businesses.

Willoughby Walling came from a family of three generations of physicians, which instilled a strong interest in public health. During and after World War I, Mr. Walling had leading roles in the Red Cross. By 1919 he was vice-chairman of the National American Red Cross. He was also director of the Chicago Chapter of the American Red Cross. Mr. Walling's advancement of public health extended far beyond the Red Cross. He was chairman of the board of the Cook County School of Nursing (1934-1937). He was also a trustee of Chicago's first hospital for African Americans, Provident Hospital. From 1928 until his death in 1938, Mr. Walling chaired the Illinois Board of Public Welfare Commissioners. For his work in that role, he was honored in 1937 as a "Citizen Fellow" by the Institute of Medicine for "outstanding service to the institutions of the state."

In Winnetka, Mr. Walling played an important role in the community's legendary shift in the early 20th century to the progressive education philosophy. Willoughby and Frederika were part of a group of Winnetka parents who desired the high academic standards of Eastern boarding schools, but not the separation from family life it demanded. Hence, the group founded North Shore Country Day School in 1919. Willoughby founded the school's Parent Association in 1919 and served on the Board of the school, then as president of the board of directors from 1933-1938. The lower school building was named in his

honor. Mr. Walling was also a founding director of the Graduate Teacher's College of Winnetka, a small, internationally-recognized teacher training program that continued until the 1950's. Willoughby Walling was also one of the 63 distinguished members of the Plan Commission who worked with Edward Bennett on the 1921 *Plan of Winnetka*. Mr. Walling served on the Plan Commission along with renowned architects such as Edwin Clarke and community leaders such as Ayres Boal.

Willoughby Walling made significant contributions elsewhere on the North Shore. He was chairman of the founding board of Ravinia Festival Association, a non-profit established after Ravinia closed during the Great Depression in 1931. Mr. Walling was also one of the three incorporators of Indian Hill Golf Club in 1912.

The Willoughby Walling House is historically significant for its association with the nationally, state and locally important original resident of the house, Willoughby Walling. Therefore, with regard to association with an historical event, person or cultural activity, the Commission rated the home as a "5," association at the national level.

Association with an Architect or Master Builder. The architect for the Walling House was Robert Seyfarth. Seyfarth is a highly respected architect whose houses are an important part of the fabric of North Shore architecture. Some of his houses have been recognized individually as local landmarks and as contributing buildings in historic districts. Having designed a large number of notable houses, especially on the North Shore, Seyfarth's work had considerable visual impact on shaping the architectural character of the neighborhoods in which they were built. Because of its architectural value, the Walling House contributes to the historic character of Winnetka's Fisher Lane.

Robert Seyfarth was primarily a residential architect, designing over 200 homes. His clientele were well off merchants and businessmen. Willoughby Walling was among the most distinguished of his clients. Seyfarth worked for George Maher in the early 1900's. During that time he supervised many residential projects and worked on Maher's designs for Northwestern University. Seyfarth's H. C. Dickinson House at 7150 S. Yale in Chicago was published in the February 1908 issue of *House Beautiful*. In 1909 Seyfarth started his own architectural practice in Chicago. During the 1910's and 1920's, Seyfarth designed houses in Chicago, Evanston, Wilmette, Winnetka, Glencoe, Highland Park, Northbrook, Glenview, Deerfield, Lake Forest, Waukegan, Barrington, Libertyville, River Forest, Oak Park and his former home in Blue Island. His work was published, with some regularity, in *Western Architect*, the *Architectural Record*, *House Beautiful* and *House Garden*.

Robert Seyfarth had a unique harmonizing vision, bridging the gap between the traditional and the innovative. The Walling House exemplifies this synthesis. As evidenced in the home's detailing such as the doorway treatment, Seyfarth's design ingenuity and commitment to fine craftsmanship is exceptional. It is interesting to note that the Walling family valued the home Seyfarth designed for their family so much that he designed two other homes in Winnetka for other Walling family members.

The Commission rated the home as a "5," association with an architect on a national level.

Established or Familiar Visual Feature. The Walling House is located on the east side of Fisher Crescent Lane between Scott Avenue and Fisher Lane. The Commission felt that even though it is a very grand home, it located in a private location on Fisher Crescent Lane and rated the home as "a conspicuous and familiar structure in the context of a neighborhood," warranting a score of "3."

Originality. The historic house, as rebuilt after the 1919 fire, remains largely intact. There has been one major exterior change, located at the service end of the house (the north side). In 1995 the existing attached garage was expanded west to its current location, adding garage space with a family room above. Dormers and cupola were also added to the garage at that time. Given the garage addition was the only major exterior alteration; the Commission rated the home's alterations of design integrity as "excellent," warranting a score of "5."

Age of Structure. The Walling House was originally constructed in 1907 and rebuilt in 1919 after a fire, therefore, the home warrants a score of "3."

Alteration of Surrounding Properties (View from Property). The original lot on which the house was built retained its original configuration from 1895 until 1975 when the property was subdivided into three irregularly shaped lots.

The Commission determined the existing conditions of the surrounding area to consist of "minor alterations," which warranted a score of "3."

Alteration of Original Site (View of Property). Only minor alterations have occurred to the site over the years and the home's main façade remains intact with the exception of two double hung windows that were replaced with casement windows.

The Commission determined the condition of the site to consist of "minor alterations," which warranted a score of "3."

Structural Condition. The Commission determined the structural condition to be "exceptional," which warranted a score of "5."

Resolution

The Landmark Preservation Commission found the Willoughby Walling House at 1094 Fisher Crescent Lane to be significant and more than satisfy the criteria for local landmark designation. The Commission found the property to be significant architecturally for the quality of its materials and its design by the important Illinois architect Robert Seyfarth. Additionally, the Commission found the Walling House to be significant historically for its association with the nationally, state and locally important original resident of the house, Willoughby Walling.

Based upon these considerations and the System for Evaluation rating of "Unique," with a score of "83.6," the Commission unanimously voted to recommend that the Village Council designate the Willoughby Walling House at 1094 Fisher Crescent Lane as a local landmark.

Respectfully Submitted,

Louise Holland
Katie Comstock
Chris Enck
Laura Good

Joseph Stewart
Beth Ann Papoutsis
Paul Weaver

SYSTEM FOR THE EVALUATION OF LANDMARKS

TIER 1

CATEGORY	FACTORS	POINT VALUE	WEIGHT*	SCORE
Rarity: Architectural Type, Style and Period	-Extremely Rare	5		
	-Rare	4	<u>1</u>	<u>4</u>
	-Somewhat Rare	2		
	-Common	0		
Rarity: Method of construction and its application	-Extremely Rare	5		
	-Rare	4	<u>1</u>	<u>2</u>
	-Somewhat Rare	2		
	-Common	0		
Association with an Historical Event, Person, or Cultural Activity	-National	5		
	-State, County or Local	5	<u>1</u>	<u>5</u>
	-None	0		
Association with an Architect or Master Builder	-National	5		
	-State, County or Local	5	<u>10</u>	<u>50</u>
	-Architect or builder identified but of no known importance	1		
	-Architect or builder unknown	0		
Established or Familiar Visual Feature	-Symbol of Village as a whole	5		
	-Symbol of a neighbor- hood or a conspicuous and familiar structure in the context of the entire Village	4	<u>1</u>	<u>3</u>
	-A conspicuous and familiar structure in the context of a neighborhood	3		
	-Not particularly conspicuous or familiar	0		

Tier 1 Score 64
(Add Above 5 lines)

*The (or a) category with the highest point value is given a weight of 10. All other categories are weighted 1.

TIER 2

CATEGORY	FACTORS	POINT VALUE		WEIGHT		SCORE
Alteration of (Originality) Design Integrity	-Excellent	5	x	10	=	50
	-Good	4				
	-Fair	3				
	-Poor	0				
Age of Structure	-pre-1900	5	x	4	=	12
	-1900-1930	3				
	-1931-1950	2				
	-1951 to present	1				
Alteration of Surrounding Properties (View from Property)	-Original	5	x	4	=	12
	-Minor Alterations	3				
	-Major Alterations	0				
Alteration of Original Site (View of Property)	-Original	5	x	3	=	9
	-Minor Alterations	3				
	-Major Alterations	0				
Structural Condition	-Exceptional	5	x	3	=	15
	-Good	3				
	-Fair	1				
	-Deteriorated	0				
Tier 2 Score						98
(Add Above 5 Lines)						
Avg. Tier 2 Score						19.6
(Divide Total by 5)						

<u>64</u>	+	<u>19.6</u>	=	<u>83.6</u>
Tier 1 Score		Avg. Tier 2 Score		Total Score

Level of Significance

<u>Total Points</u>	<u>Category</u>
80-94	Unique
65-79	Significant
50-64	Important



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: LANDMARK PRESERVATION COMMISSION
FROM: CHRISTOPHER MARX, AICP, ASSOCIATE PLANNER
DATE: JULY 29, 2019
SUBJECT: CASE NO. 19-16-LPC: 1094 FISHER CRESCENT LANE - LANDMARK DESIGNATION

INTRODUCTION

On August 5, 2019, the Landmark Preservation Commission (LPC) is scheduled to hold a public hearing on an application submitted by Edward and Katherine McNabola (the "Applicants") as the owners of the property commonly known as 1094 Fisher Crescent Lane (the "Subject Property"), to have the Subject Property designated as a locally designated landmark.

A mailed notice was sent to owners of properties contiguous to and across from the Subject Property. As of the date of this memo, staff has not received written comment from the public regarding this application.

The Village Council has final jurisdiction on this request as only the Council has the authority to designate a landmark by ordinance.

PROPERTY DESCRIPTION

The Subject Property, which is approximately 0.78 acres in size, is located on the east side of Fisher Crescent Lane between Scott Avenue and Fisher Lane and contains a single-family home with an attached garage. The property is zoned R-2 Single Family Residential and it is surrounded by R-2 Single Family Residential. The Subject Property is identified in Figures 1-3 on the following pages.

The Comprehensive Plan designates the Subject Property as appropriate for single family residential development. The zoning of the property is consistent with the Comprehensive Plan.

PROPERTY HISTORY

Originally constructed in 1907, the residence was rebuilt after a fire in 1919 and was designed by architect Robert Seyfarth for Willoughby and Frederika Walling. According to Village files, there were several building permits issued in proceeding years that affected the Subject Property:

1. In 1952, a building permit for a one-story, two-car garage was issued.
2. In 1976, a building permit was issued for a small addition to the garage.
3. In 1995, a building permit for a garage extension and recreation room was issued.
4. In 2005 and 2018, building permits were issued that permitted the remodeling of the kitchen with some slight relocation of the windows according to the second permit.

An aerial photograph of a large, multi-story house with a grey roof and a circular driveway. The house features a prominent chimney and a small cupola on the roof. The driveway is paved and has a central island with landscaping. The house is surrounded by lush greenery and trees.

COMMISSION REVIEW

1. General Considerations:

- Agenda Packet P. 314

- b. The structure, building, object or site is closely identified with a person or persons who significantly contributed to the culture or development of the Village, the state or the United States;
 - c. The structure, building, object or site is the result of the notable efforts of, or is the only known example of work by, a master builder, designer, architect, architectural firm or artist whose individual accomplishment has influenced the development of the Village, the state or the United States;
 - d. The unique location or singular physical characteristics of the structure, building, object or site make it an established and important visual feature;
 - e. The activities associated with the structure, building, object or site make it a current or former focal point of reference in the Village;
 - f. The structure, building or object is of a type or is associated with a use once common but now rare, or is a particularly fine or unique example of a utilitarian structure and possesses a high level of integrity or architectural significance.
2. Architectural Significance
- a. The structure, building, object or site represents certain distinguishing characteristics of architecture inherently valuable for the study of a time period, type of property, method of construction or use of indigenous materials;
 - b. The structure, building, object or site embodies elements of design, detail, material or craftsmanship of exceptional quality;
 - c. The structure, building, object or site exemplifies a particular architectural style in terms of detail, material, and workmanship.
 - d. The structure, building, object or site is one of the few remaining examples of a particular architectural style;
 - e. The structure, building, object or site is, or is part of, a contiguous grouping that has a sense of cohesiveness expressed through a similarity of style characteristics, time period, type of property, method of construction, or use of indigenous materials, and accents the architectural significance of an area.
3. Historical Significance:
- a. The structure, building, object or site is an exceptional example or an historic or vernacular style, or is one of the few such remaining properties in the Village;
 - b. The structure, building, object or site has a strong association with the life or activities of a person, persons, organization or group who significantly contributed to or participated in historic or cultural events;
 - c. The structure, building, object or site is associated with a notable historic event.

To assist the LPC in the review of nominations, the Village Council adopted the System for the Evaluation of Landmarks, a copy of which is provided as Attachment B to this report. The System for the Evaluation of Landmarks is consistent with the criteria listed above and is a scoring system to determine the level of significance of the Subject Property.

Additionally, the LPC's recommendation may include an explanation of a significant feature or features of the Subject Property that should be preserved and protected, as well as any other information the LPC may deem pertinent to the determination or recommendation.

CERTIFICATION OF DESIGNATED LANDMARKS

The owner(s) of a designated landmark, the alteration of which is subject to the advisory review of the LPC, may request that any alteration be subject to the *binding* review of the LPC. Upon approval of such request by the LPC, a declaration shall be recorded by the Village in the office of the Cook County Recorder of Deeds. Upon recordation the designated landmark becomes a certified landmark, and any proposed exterior alterations **require approval** by the LPC prior to the improvements being made. After a designated landmark has been certified, the certification shall not be withdrawn except for an express determination set forth in a resolution of the Village Council.

At this time, the Applicants are not requesting certified landmark status. The request is to have the Subject Property recognized as a designated landmark, which **requires an advisory review** of proposed exterior alterations by the LPC. It should be noted that the Applicants' request does not include any exterior alterations.

FINDINGS

In the attached application materials submitted by the Applicants, the Applicants have provided a history of the Subject Property identifying the architect, the ownership history and a description of alterations to the Subject Property. Does the LPC find that the Subject Property meets the criteria for designation as a locally designated landmark; and if so, is the LPC prepared to make a recommendation to the Village Council regarding the requested landmark nomination?



LANDMARK NOMINATION FORM

Thank you for considering landmark status for your property. If you have questions about landmark designation or about this form, please call Christopher Marx, Department of Community Development at Village Hall, telephone: 847.716.3587 or email cmarx@winnetka.org.

Please use another piece of paper to answer the questions on this form. If you do not know the answer or if the question does not relate to your property, simply write, "don't know" or "not applicable."

To help you, we have enclosed How to Research Your House, a page of useful resources for learning more about your property. Both the Department of Community Development at Village Hall and the Winnetka Historical Society (phone: 847.501.6025) can answer many of your questions.

1. Property owner's name(s) Edward and Katherine McNabola

2. Street Address 1094 Fisher Lane

3. Property Identification Number (P.I.N.) 05-17-200-103-0000

(on your tax bill or can be requested from Community Development, Village Hall)

If available please attach a plat of survey

4. How long have you owned this property? 2 years

If you know, list the previous owners of the house and when they owned it. Do you know whether any of the owners had a particular influence on the village's history?

See Attached Continuation Sheets

5. Date of construction, if known 1907, 1919 rebuilt after fire

In the next section, we ask about information that is important in evaluating landmark requests. For questions that are not relevant, write "none" or "not known". Please provide sources for your information. Referring to the title and page number of a book is fine. For other documents, it would help to include a photocopy of your source. If the source is Village Hall, simply write what the reference is, for example: "Water hook up - Village Hall."

1. If known, give the name of the architect Robert E. Seyfarth
Architectural firm same
Designer same
And/or builder _____
Do you have original plans? maybe

Is the property associated with a historical person or group?
Please explain.

Willoughby Walling

Is the property associated with a notable historic event? If so, explain.

N/A

2. Alteration History: Please include current photos of all sides of the house and older photos, if available. The "structure files" at the Winnetka Historical Society, may have older photos.

If known, describe changes made to the outside of the building since it was built. Have important changes been made to the property as viewed from the street in the last fifty years? Please include descriptions of alterations, dates and architects, if known. (Note: Building permit records at Village Hall are helpful)

See attached continuation sheets

If known, describe changes over the last fifty years to the original property, not including alterations to the building itself. These changes could include subdivision, fences or new structures added to the property. (Note: Sanborn maps at Village Hall are helpful. Also, many buildings in the Village have been moved from their original sites.)

See attached continuation sheets

3. Do you have any other information about the property or anecdotes you'd like to share? This information can be based upon hear-say, so long as you tell us the source.

N/A

4. I (We) hereby certify that I (We) am (are) the owner(s) of the property described in the form and wish to make application for designation of this property as a landmark by the Village of Winnetka.

Name(s): Edward McNabola + Katherine McNabola

Signature(s): [Redacted] [Redacted]

Date: 10/25/18

Phone: [Redacted] Fax: [Redacted] Email: [Redacted]

Please forward your completed nomination to:

Winnetka Landmark Preservation Commission
Village Hall
510 Green Bay Road
Winnetka, Illinois 60093



LANDMARK NOMINATION

CONTINUATION PAGES

4. PREVIOUS OWNERS

The sole owners during the house's historic period (i.e. more than 50 years from the present) were the Walling family.

1904-1976:

Willoughby George Walling and Frederika Haskell Walling

Willoughby George Walling was born in Louisville, Kentucky in 1878, the son of Dr. Willoughby (1843-1916) and Rosalind English Walling (1847-1930).¹ The Walling family had deep American roots, with ancestry tracing back to at least the Revolutionary War.² Dr Walling, whose medical education included study in London and Vienna, went on to head the wholesale drug house Walling & Co. He retired and returned to the British Isles with his family in 1885, when he was appointed United States Consul at Edinburgh, Scotland by President Grover Cleveland.³

By 1896, the family had returned to America and 16-year-old Willoughby, his parents and older brother William (1877-1936) were settled in Chicago's Oakland neighborhood on the near south side, close to Lake Michigan. There they lived on fashionable Drexel Boulevard, in a house at 4127, with two female servants.⁴ That year, the *Chicago Tribune* featured a front-page interview at the house occasioned by a celebrity guest—Mrs. Walling's relative Cora English,

¹ Albert Nelson Marquis, *Who's Who in Chicago and Vicinity: The Book of Chicagoans* (Chicago: The A.N. Marquis Company, 1931, 1012

²Willoughby Haskell Walling, *The Illinois Society of the Sons of the American Revolution Supplemental Application*, July 23, 1925. Ancestry.com

³ "Dr Willoughby Walling Dead—Friend of Dr. George J. Cook," *Indianapolis Medical Journal*, Vol 19, 1916, 557. <https://books.google.com/books?id=WswyAQAAAMAJ&pg=PA557&dq=Dr.+Willoughby+Walling&hl=en&sa=X&ved=0ahUKEwjnoMq8ivTiAhVSgK0KHcIEAugQ6AEILzAB#v=onepage&q=Dr.%20Willoughby%20Walling&f=false>

⁴ 1900 Census of the United States

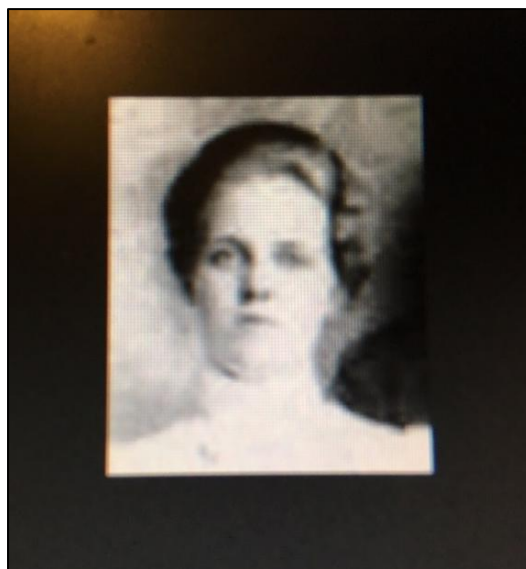
who was soon to be married to Illinois' governor-elect John Riley Tanner. Mrs. Walling provided background on her side of the family, relating,

The English family is one of the oldest in the country. [Cora's] great-grandfather was one of the Kentucky pioneers of the 1700s. The family has an honorable colonial record. William H. English of Indiana [U.S. House of Representatives and Vice-Presidential nominee, 1880] is a member of our family.⁵

Willoughby attended college at the University of Chicago in nearby Hyde Park, and graduated in 1899 with a Bachelor's degree in philosophy. He went on to graduate from Harvard Law School in 1901.⁶ The following year, on Christmas day in Columbia, South Carolina, he married Frederika Christina Haskell⁷ (1880-1973), who had attended Harvard's womens' college, Radcliffe.⁸ Frederika was from a prominent family that was well-connected in Democratic politics and whose father, Alexander Cheves Haskell, was not only a "University of South Carolina law professor, Democrat party official, railroad company president, banker and businessman,"⁹ but also a justice on the Superior Court of South Carolina. She and Willoughby would have four children—Willoughby Haskell (1904-1961), William English (1907-1979),



Willoughby Walling



Frederika Haskell Walling

⁵ "Talk with Capt. Tanner's Fiance: Miss English Chats Modestly of her coming Marriage," *Chicago Tribune*, December 6, 1896, 1.

⁶ Ibid.

⁷ W.G. Walling, 59, Philanthropist and Banker, Dies: Formerly National Head of Red Cross," *Chicago Tribune*, February 24, 1938, 9. Also, Haskell Family Tree Database, <http://www.haskellfamilyhistory.com/haskell/4/98853.html>

⁸ *The Harvard University Catalogue: 1900-1901*, Cambridge: Harvard University, 669. M11-NTF61ag&hl=en&sa=X&ved=2ahUKEwiktsHJmvTiAhUSFHwKHe_rDXQQ6AEwCnoECAkQAQ#v=onepage&q=Frederika Haskell Helen Keller&f=false

⁹ "Justice Alexander Cheves Haskell," The Haskell Family Tree Geneology Database. <http://www.haskellfamilyhistory.com/haskell/4/106354.html>

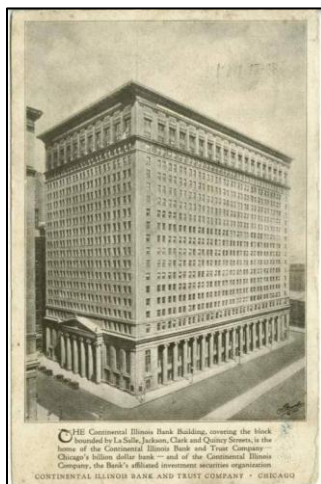
Frederika Christina (1909-1999, whose 1938 marriage took place in the 1094 Fisher Lane house), and Thompson Cheves (1916-2007).¹⁰

Successful and principled, Willoughby Walling was described as

...portray[ing] the best qualities of a fine gentleman and a staunch friend. Interested in many civic and philanthropic endeavors.... Ever kindly and tolerant in his approach he was yet firm and steadfast in his convictions.¹¹

As a young man he was a lieutenant in the Illinois Naval Reserve and in 1905 was a member of the Chicago Harbor Commission. The 1910 Census records Willoughby and Frederika living on Sheridan Road in New Trier Township, in a house owned by them, with his occupation listed as "Secretary" in the "Banking Industry."¹² The 1917 *North Shore District* telephone directory lists his address as "Hubbard Woods."¹³

Walling built a successful career in finance and a reputation for trustworthiness. Beginning in 1921, he was president of Chicago's Morris Plan Bank (later named the Personal Loan and Savings bank),¹⁴ which despite the Depression, by 1934 was the fifth largest bank organized under the state banking laws.¹⁵ Prior to that, he was a trust officer at Central Trust Company and secretary of the Western Trust Company, both in Chicago. He was a director of the powerful Continental Illinois Bank and Trust company headquartered in Chicago, and a



Continental Bank



Stevens Hotel

¹⁰ 1920 Census of the United States is the source for Walling children ages.

¹¹ "Willoughby G. Walling," Clipping, *Outdoor America*, March 1938 (date hand notation), 8, Winnetka Historical SocietyS.

¹² 1910 Census of the United States

¹³ *Telephone Directory, North Shore District, 1917*, 94. Winnetka Historical Society.

http://www.winnetkahistory.org/wp-content/uploads/2014/09/1917_phone_book_small.pdf

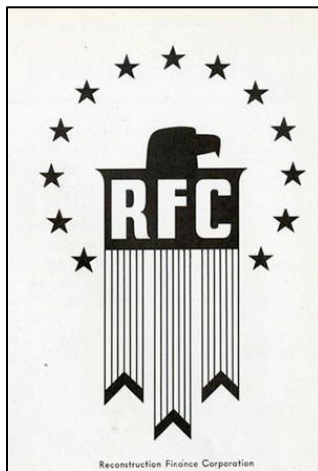
¹⁴ "W.G. Walling, Civic Leader, Taken by Death," *Winnetka Talk*, February 24, 1938, 16.

¹⁵ Al Chase, "Personal Loan Leases Chicago Trust Quarters," *Chicago Tribune*, July 25, 1934, 22.

director of both the Winnetka (IL) State Bank and Indianapolis, Indiana's Fletcher Savings & Trust Company.¹⁶ He was also a director on corporate boards, such as the Middlewest Corporation and Chicago's palatial Stevens Hotel. With 3,000 rooms the Stevens, which opened in 1927, claimed to be the world's largest hotel.

Willoughby Walling's competent leadership was sought at the highest levels in the financially overheated "Roaring '20s" and the ensuing collapse of the 1930s. In 1927 he was appointed trustee by the Federal courts for the reorganization of the \$400,000,000 Utility Power and Light Corporation, sustaining a petition of the Securities and Exchange Commission.¹⁷ Stating he believed a trustee should be selected, the presiding Federal judge making the appointment added, "I am sure the trustee [Walling] will not disrupt the company or interfere with the plans for reorganization. I think he will be helpful."¹⁸ When the Stevens went into receivership in the early 1930's, Willoughby Walling, as president of Personal Loan and Savings Bank, served without compensation on a bondholders' protective committee.¹⁹

During the Great Depression, he put his financial acumen to work as a member, from 1936 to 1938,²⁰ of the advisory board of the Reconstruction Finance Corporation (RFC) a government corporation begun in 1932 to provide financial support to state and local governments and to make loans to shore up businesses such as banks, mortgage associations and railroads. It lent \$22 million in 1934 to the Chicago Board of Education, for example, to pay the back salaries of



¹⁶ Albert Nelson Marquis, *Who's Who in Chicago and Vicinity: The Book of Chicagoans*, 1931

¹⁷ William Yates, "Name Walling as Trustee for Utilities Power," *Chicago Tribune*, August 15, 1937, A7.

¹⁸ Ibid.

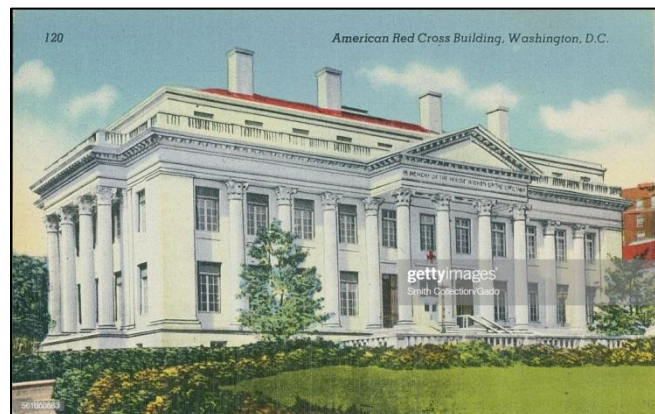
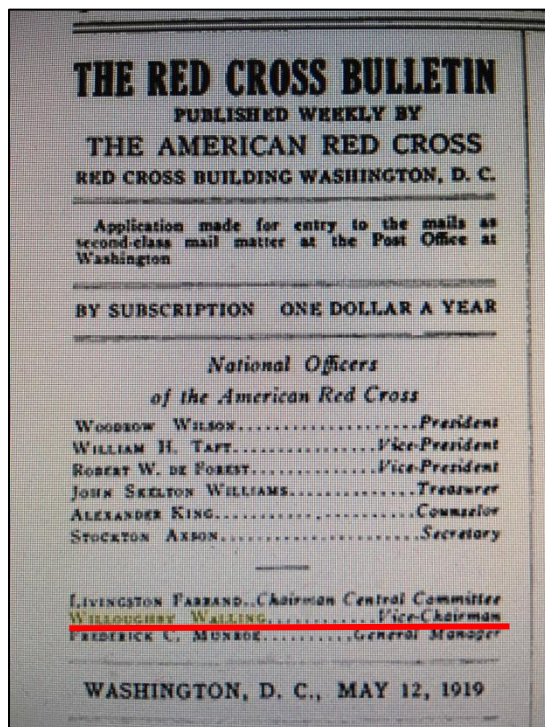
¹⁹ "Bondholders Form Protective Group For Stevens Hotel," *Chicago Tribune*, June 10, 1932, 25.

²⁰ George Derby and James Terry White, *The National Cyclopaedia of American Biography: Being the History of the U.S. as Illustrated in the lives of the Founders, Builders, and Defenders of the Republic and of the Men and Women who are Doing the Work and Moulding the Thought of the Present Time*, Vol 29, 282.

https://books.google.com/books?id=ZDsOAQAAMAAJ&q=reconstruction+finance+corporation+Willoughby+Walling&dq=reconstruction+finance+corporation+Willoughby+Walling&hl=en&sa=X&ved=0ahUKEwiRzYWtp_PiAhUDWK0KHXTtD-QQ6AEIMzAC

Chicago school teachers. When announcing the latter, Jesse H. Jones, chairman of the RFC, specially acknowledged “the very cordial and helpful cooperation” of three Chicagoans, one of whom was “Mr. Willoughby Walling, president of the Personal Loan and Savings Bank.”²¹

Humanitarian instincts ran deep in Willoughby Walling. Descended from three generations of Walling physicians, many of his pursuits were public health related. During and after World War I he played leading roles in the Red Cross, beginning his service in 1917. In 1918 and 1919 he was national chairman of the Red Cross Influenza Commission.²² He was Director General



Willoughby Walling, Red Cross Vice Chair, 1919

Red Cross Building, Washington, D.C

of Civilian Relief of the American Red Cross, and from 1919-1920 was vice chairman of the National American Red Cross. The 1920 census recorded the Walling family living in Washington, D.C, at 1925 F St., NW. in a rented house with three female servants.²³ That same year he was chairman of the American delegation to the Geneva conference of Red Cross societies.²⁴ He was also the director of the Chicago Chapter of the American Red Cross.²⁵

²¹ “Loan Statement of RFC Chairman,” *Chicago Tribune*, August 7, 1934, 2.

²² Albert Nelson Marquis, *Who's Who in Chicago and Vicinity: The Book of Chicagoans, 1931*

²³ 1920 Census of the United States

²⁴ “W.G. Walling, Civic Leader, Taken by Death,” *Winnetka Talk*, February 24, 1938, 16.

²⁵ Albert Nelson Marquis, *Who's Who in Chicago and Vicinity: The Book of Chicagoans 1931*

His advancement of public health extended far beyond the Red Cross, however. Back in Chicago, he was the chairman of the board of the Cook County School of Nursing (1934-1937),²⁶ an institution begun in 1929 to provide a continuing supply of nurses for Cook County Hospital.²⁷ He was also a trustee of Chicago's first hospital for African Americans, Provident Hospital.²⁸ Originally founded in 1891 by the celebrated Black surgeon Dr. Daniel Hale Williams as a 12-bed hospital and nurses' training facility, the hospital was located at 29th Street and Dearborn Street in the Douglas neighborhood on the near south side. Health care for the city's African Americans was in crisis by the 1920s however, exacerbated since Provident's 1891 founding by the "Great Migration" of Blacks fleeing violence and poverty in southern states and by the crowded conditions resulting from their being confined to living in a long narrow area, the "Black Belt" south of the central business district. In 1929 Willoughby Walling was one of the "notables" that the *Chicago Tribune* reported²⁹ answered a call to action by leaders on the issue, most famously Julius Rosenwald, the retired chairman of Sears, Roebuck & Co. Convening at the Palmer House, the 500 guests "represented many of the most significant names in Chicago," including doctors, social scientists, government officials, philanthropists and "men and women of affairs." Speakers among them emphasized the gravity of Chicago's having "the highest Negro death rate in the United States," and a dearth of advanced medical education and access to treatment for people of color. The group resolved to organize and fund a "Negro



"Notables Join Movement for Negro Hospital," Chicago Tribune, December 21, 1929

²⁶ George Derby and James Terry White, *The National Cyclopaedia of American Biography: Being the History of the United States as Illustrated in the Lives of the Founders, Builders, and Defenders of the Republic, and of the Men and Women who are Doing the Work and Moulding the Thought of the Present Time*, Vol 29, New York: James T. White & Co., 1941, 282.

²⁷ Explore Chicago Collections: Cook County School of Nursing Records, 1883-1981. <https://explore.chicagocollections.org/ead/uic/25/cc71/>

²⁸ Albert Nelson Marquis, *Who's Who in Chicago and Vicinity: The Book of Chicagoans*, 1931

²⁹ James O'Donnell Bennett, "Notables Join Movement for Negro Hospital," *Chicago Tribune*, December 21, 1929, 13.



Provident Hospital, 29th and Dearborn

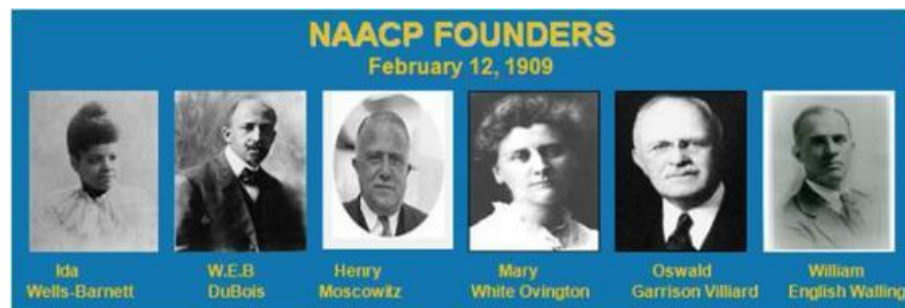


Chicago Lying In Hospital, 432 E. 51st Street

Hospital” affiliated with the University of Chicago (U. of C.). Four years later, as a result of their efforts, Provident Hospital services were expanded to become a general hospital and teaching center by moving it to the repurposed Chicago-Lying-In Hospital, northwest of the U of C. Addressing the plight of African Americans was a concern Willoughby shared with his famously socially-conscious older brother William English Walling, who among his many causes is credited with being a founder of the National Association for the Advancement of Colored People (NAACP) and who served on its board of directors.³⁰ Willoughby Walling also served as



William English Walling



treasurer of a grand performance spectacle in 1934 featuring all-Negro artists,³¹ and was a director of the innovative Michigan Boulevard Garden Apartments. The latter, a beautiful Moderne-Style complex organized around a landscaped courtyard, was built in Bronzeville³² in 1929 by Julius Rosenwald. It was a personal project, in which he invested \$2,700,000 “to

³⁰ Report of the National Association for the Advancement of Colored People for the Years 1917 and 1918, 1. https://books.google.com/books?id=dhwtAQAAAMAJ&printsec=frontcover&dq=william+english+walling+NAACP&hl=en&sa=X&ved=0ahUKEwjmkKaW8_PiAhUBEHwKHTjXCdIQ6AEIPjAE#v=onepage&q=william%20english%20walling%20NAACP&f=false

³¹ Virginia Garner, “Story of Negro Will be Told In Music Pageant,” *Chicago Tribune*, August 16, 1934, 7.

³² The Michigan Boulevard Garden Apartments, is located in the heart of the Black Belt, at 47th Street and South Michigan Avenue (4648 South Michigan). It was designed by Rosenwald’s nephew, architect Ernest Grunsfeld, Jr,



Michigan Boulevard Apartments



Julius Rosenwald

demonstrate that it was good business to furnish families in moderate circumstances with modern living quarters and that such a project would pay a fair return on investment.”³³ A place of pride, the building affectionately came to be known as “the Rosenwald” by Bronzeville residents and many famous African Americans lived there, including musician Duke Ellington, boxer Joe Louis, Olympian Jesse Owens and Provident Hospital founder Dr. Daniel Hale Williams.

Also In the realm of affordable housing, Willoughby Walling was vice-chairman of the original 40-member Chicago Housing Commission. The Commission was formed by Mayor Emmett Dever in 1927, with representatives from labor, education, business, large corporations, social service, real estate, and clubs and actively pursued the “objective of improving housing and making decent housing facilities available for the family of small income.”³⁴ Walling chaired a preceding conference, out of which the Commission’s mission was born.



Deteriorated Housing in Chicago

In the realm of public welfare, from 1920-1927 he was president of the Chicago Council of Social Agencies. A 1920 announcement explained there were 156 charitable organizations

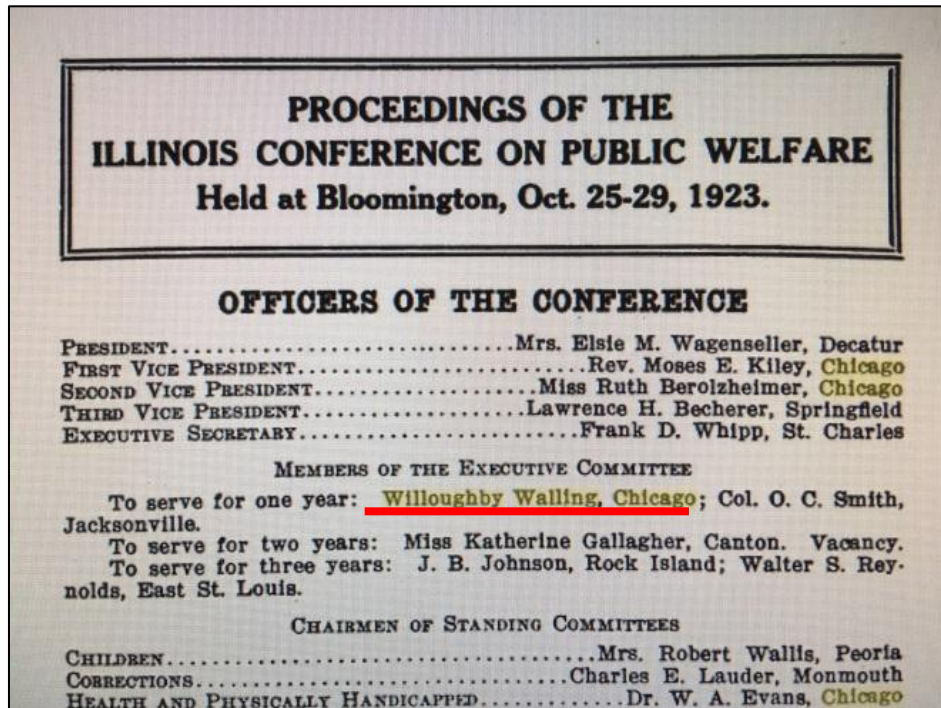
who also designed the Adler Planetarium. In 1981 the complex was listed on the National Register of Historic Places, and a major rehabilitation was completed in 2016.

³³ Al Chase, “Housing Venture Fulfills Vision of Rosenwald: Apartments for Negroes Earn \$55,000 in ‘31,” *Chicago Tribune*, January 22, 1932, 13.

³⁴ “Chicago Organizes a Housing Commission,” *The American Magazine*, September, 1926, 386.

https://books.google.com/books?id=2Kg1AAAAIAAJ&pg=PA386&lpg=PA386&dq=Chicago+Housing+Commission+Willoughby+Walling&source=bl&ots=lvY4IMPKyL&sig=ACfU3U3PH7HHTqCJUppEusKII2W5i3b_A&hl=en&sa=X&ved=2ahUKewiK_JTh_vPiAhUSWq0KHb3iCLQQ6AEwAXoECBUQAQ#v=onepage&q=Chicago%20Housing%20Commission%20Willoughby%20Walling&f=false

affiliated with the Council.³⁵ From 1928 until his unexpected death from an embolism after surgery in 1938,³⁶ Walling also chaired the Illinois Board of Public Welfare Commissioners.³⁷ For his work in that role, he had been honored in 1937 as a "Citizen Fellow" by the Institute of Medicine, "for outstanding service to the institutions of the state."³⁸



Like Walter Fisher (United States Secretary of the Interior, 1911-1913), his eminent and similarly public-spirited Winnetka neighbor two lots south on Fisher's Lane, Willoughby Walling had an abiding interest in conservation. By the end of the 19th century, industrialization and urbanization had despoiled nature across vast areas in, around, and far beyond cities. During the Progressive Era (c.1890 to 1920), conservation became a national political movement, with government (especially under conservation champion President Theodore Roosevelt) and private organizations working to address environmental degradation. Willoughby Walling was a leader and life member of one such organization, the Izaak Walton League. Started in 1922 to combat rampant water pollution caused by industrial waste and sewage, and to protect the country's woods and wildlife from the effects of massive deforestation and soil erosion, it

³⁵ "Social Agencies Council to Discuss Charity Needs," *Chicago Tribune*, May 7, 1920, 37.

³⁶ Ibid. "W.G. Walling, Civic Leader, Taken by Death," *Winnetka Talk*, February 24, 1938, 16.

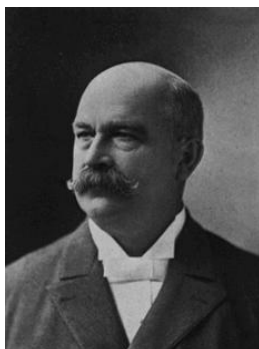
³⁷ Ibid. Al Chase, "Personal Loan Leases Chicago Trust Quarters," *Chicago Tribune*, July 25, 1934, 22.

³⁸ "Medical Group Honors Willoughby G. Walling," *Chicago Tribune*, December 11, 1937, 18.

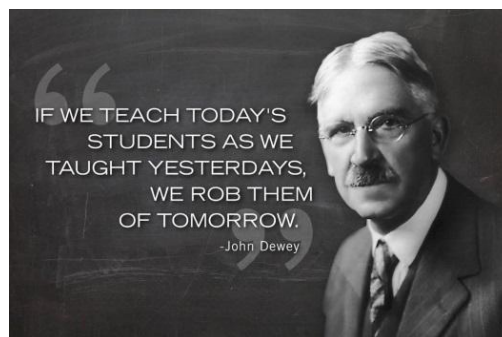


“soon became the nation’s preeminent organization of hunters, anglers, and outdoor enthusiasts dedicated to sustainable use of our country’s natural resources.”³⁹ Walling was president of the League’s Chicago chapter, and chairman of the national executive board, on which he served for many years.⁴⁰ In 1932, for example, he advocated for migratory bird sanctuaries, testifying before a special hearing of the .U.S. Senate’s Special Committee on Wildlife about the League’s “practical program to meet the waterfowl emergency. ” He spoke in support of the [League’s recommendation for an annual federal migratory bird]“duck stamp” [payable by all persons taking migratory birds] as a means to raise funds to purchase additional waterfowl refuges.”⁴¹

The 1930 census found the Walling family was living in the Winnetka house (the address listed as 1090 Private Drive) which was valued at \$75,000. The census recorded three female servants also residing there. In Winnetka, Mr. Walling played an important role in the community’s legendary shift, early in the 20th century, to the progressive education philosophy of influential Chicago educators Francis Parker (1837-1902) and John Dewey (1859-1952). Winnetka had



Francis Parker



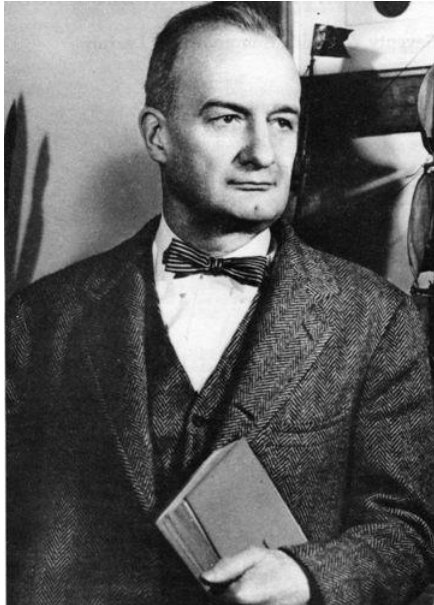
John Dewey

³⁹ Dawn Merritt, “90 Years of Conservation Success: From the Jazz Age to World War II,” *Outdoor America*, Izaak Walton League of America. <https://www.iwla.org/publications/outdoor-america/article/outdoor-america-2012-issue-2/90-years-of-conservation-success-from-the-jazz-age-to-world-war-ii>

⁴⁰ “Willoughby G. Walling,” Clipping, *Outdoor America*,

⁴¹ Dawn Merritt, “90 Years of Conservation Success: From the Jazz Age to World War II.”

experienced exponential population growth in the 1900s and 1910s and following the end of World War I, the Wallings were part of a group of Winnetka parents who found the caliber of the local public school system inadequate, especially its adherence to passive, imposed, mass-learning. They desired the high academic standards of Eastern boarding schools, but not the separation from family life it demanded. They were also committed to progressive educational methods such as learning-by-doing to stimulate each child's intellect from within. Hence, the group founded the private North Shore Country Day School in 1919. For headmaster, they hired Perry Dunlap Smith--a visionary Harvard graduate, with an elite progressive



Perry Dunlap Smith



North Shore Country Day School

education and teaching experience.⁴² "Under [his] guidance," the *New York Times* reported, "the North Shore [Country Day] School became a model for progressive institutions all over the country."⁴³ Willoughby Walling founded the school's Parent Association in 1919 and served on the Board of the school, then as president of the board of directors from 1933-1938,⁴⁴ ⁴⁵ The lower school building was named in his honor.⁴⁶ His involvement with education in the

⁴² Perry Dunlap Smith was the first pupil enrolled at Francis Parker's Chicago Institute in Lincoln Park (later renamed Francis Parker School). He was later an instructor there and at the Scarborough Day School in New York's Hudson valley.

⁴³ Nancy Geyer Christopher, *THE NORTH SHORE COUNTRY DAY SCHOOL Seventy Years of a Community of Learning*, Winnetka: The North Shore Country Day School, 1993, 3.
https://archive.org/stream/NSCDS70thYearHistory/NSCDS%2070th%20Year%20History_djvu.txt

⁴⁴ In Memorium, Willoughby G. Walling. Memorial card. North Shore Country Day School collection.

⁴⁵ "W.G. Walling, Civic Leader, Taken by Death,"

⁴⁶ Nancy Geyer Christopher, *THE NORTH SHORE COUNTRY DAY SCHOOL Seventy Years of a Community of Learning*, 19,

community deepened in 1932 when he became a founding director of the Graduate Teacher's College of Winnetka. This small, internationally-recognized teacher training program, which continued into the 1950s, was established by Winnetka's renowned progressive education leaders Perry Dunlap Smith and his counterpart Carlton Washburn, Winnetka's public school superintendent, as well as by Flora Cooke, the principal of Chicago's Francis Parker School.⁴⁷

Willoughby Walling was involved at the inception of another far-reaching development in Winnetka-- the creation of a plan to guide the future of the community. The 1909 *Plan of Chicago*, authored by world-renowned architect-planner Daniel Burnham and Beaux-Arts trained architect Edward Bennett, propelled the national City Beautiful movement, which advocated improving cities and towns both visually and functionally. Inspired by it, the



Winnetka Village Council hired Edward Bennett for a plan of its own. Walling was one of the 63 distinguished members appointed to the Plan Commission, which included eminent architects such as Alfred Alschuler, Edwin Clarke and John Hamilton and community leaders Mrs. Carrie Prouty and Ayres Boal. The 1921 *Plan of Winnetka*⁴⁸ resulted in impactful changes that included beautification of the village center with a Beaux Arts city hall/mall, the “Big Dig” project that eliminated railroad crossing deaths by lowered the grade of the tracks, and preserving the Skokie marsh as part of the Forest Preserves.

Elsewhere on the North Shore, he played a leading role in saving the Ravinia Festival in Highland Park, today “the oldest outdoor music festival in North America... lauded for

⁴⁷ Nancy Geyer, *The Vision of Perry Dunlap Smith*, Winnetka: The North Shore Country Day School, ND, 5.
https://archive.org/stream/visionofperrydunlapsmith/The%20Vision%20of%20Perry%20Dunlap%20Smith_djvu.txt

⁴⁸ *Plan of Winnetka* (1921) <http://www.winnetkahistory.org/wp-content/uploads/2014/06/Plan-of-Winnetka-1921-resized.pdf>

presenting world-class music.”⁴⁹ Originally begun in 1904 as an amusement park to lure riders to a nascent electric railroad,⁵⁰ but which also featured music the caliber of the New York Philharmonic, was saved from going under in 1911 by a group of North Shore residents that included Willoughby Walling.⁵¹ Ravinia was repurposed as a world-class summer location for classical music and opera, but again floundered during the Great Depression, closing in 1931. In response, a non-profit Ravinia Festival Association was organized, with Willoughby Walling as chairman of the



founding board.⁵² Five years later it reopened the park as the summer home of the Chicago Symphony Orchestra.⁵³ A July 4, 1936 *Chicago Tribune* article, “Large Audience is Good Omen for Future of Festival,” captured the joy and promise of the reopening and centered around Walling,

The telegrams that Willoughby Walling, chairman of the Ravinia Festival Association, read during the intermission last night showed, as he did, very plainly with what affection and interest artists and music patrons all over the world regard the opening of Ravinia Park. And he might have added that the size of the audience indicated very clearly with what emotions Chicago music lovers welcome the return of good music to the north shore park.⁵⁴

He continued in the position, with remarkable success the following year,⁵⁵ the last Ravinia season before his death six months later. He was remembered fondly at Ravinia in July of 1938,

⁴⁹ “History of Ravinia” <https://www.ravinia.org/Page/History> [6/8/19]

⁵⁰ The Chicago and Milwaukee Electric Railroad.

⁵¹ “Seek Funds for Ravinia Park: Committees Formed in Suburbs to Raise Subscriptions and Prevent Sale by Receivers,” *Chicago Tribune*, April 22, 1909, 12.

⁵² W.G. Walling, Civic Leader, Taken by Death,”

⁵³ “History of Ravinia”

⁵⁴ India Moffett, “Large Audience is Good Omen for Future of Festival,” *Chicago Tribune*, July 4, 1936, 7.

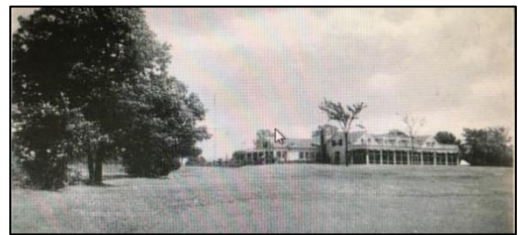
⁵⁵ Cecil Smith, “Ravinia Closes Tonight; Season Assured for ’38: 65,000 Attend 26 Concerts in Park this Year,” *Chicago Tribune*, August 8, 1937, 7.

Mr. [Percy B] Eckhart [new president of the Ravinia Festival Association] mentioned with feeling the name of the late Willoughby G. Walling, president of the association in 1936 and '37, in whose memory the orchestra played a slow movement from the Brahms selection on the program.⁵⁶

Socially well-rounded, he was a member of Delta Kappa Epsilon, one of America's oldest and most prominent fraternities, founded at Yale in 1944 with a motto of "gentleman, scholars and jolly good fellows."⁵⁷ Making good on the latter in Winnetka, Willoughby Walling in 1912 was one the Indian Hill Golf Club's three incorporators (along with George Higginson, Jr. and



Indian Hill Club 10th Hole, 1929



Indian Hill Clubhouse

Thomas Taylor, Jr.) on behalf of a syndicate committee composed of thirty residents of Winnetka and Hubbard Woods."⁵⁸ Other clubs he belonged to were the Chicago, University and Commercial.⁵⁹

Although Willoughby Walling died in 1938 at age 60, his wife Frederica lived in the house until her death in 1973 at age 93.⁶⁰ Afterward, the house was held in her estate, which was managed by her living children, William English Walling, Frederika Christina Walling Ross, and Cheves Walling. These trustees put the property on the market and eventually subdivided it into 3 lots (A,B,C) in 1975.⁶¹ A note on the listing sheet stated that though subdivided, for estate purposes it needed to be sold in its entirety. Lee B. Meyers purchased all three lots from the estate in December, 1975.⁶²

⁵⁶ Eleanor Page, "Orchids Mixed with Tweeds as Ravinia Opens," *Chicago Tribune*, July 1, 1938, 21.

⁵⁷ Delta Kappa Epsilon <https://dke.org/>

⁵⁸ J.G. Davis, "New Links for North Shore: Articles of Incorporation of Winnetka C.C. Issued. Syndicate Busy on Plans. Congested Conditions at other courses Cause for the Move," *Chicago Tribune*, November 12, 1912, 13.

⁵⁹ Ibid. [OBIT trib]

⁶⁰ "Frederika C. Walling," Obituaries, *Winnetka Talk*, May 17, 1973.

⁶¹ Cook County Recorder of Deeds Tract Book 246C, 37.

⁶² Ibid. p. 36



Frederika Walling in front of her home, flanked by her daughter and granddaughter, c, 1960s

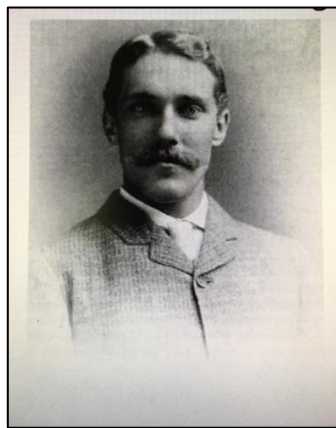
1975 –Present

During the “non-historic” 43 years since then, the house has had the following owners: Lee B Meyers (1975), P. Miller and wife (1977), M. Raclin and wife (1984), Robert and Dee Jordan Scott and Becky Etzler (2003).

5. DATE OF CONSTRUCTION

1895, 1907, 1919

Willoughby Walling purchased the property in 1904⁶³ from the eminent Harvard-educated physician and founder of Rush Medical College orthopedic department, Dr. Frederic Shurtleff Coolidge (1856-1915) and his music-patron wife Elizabeth Sprague Coolidge (1864-1953).



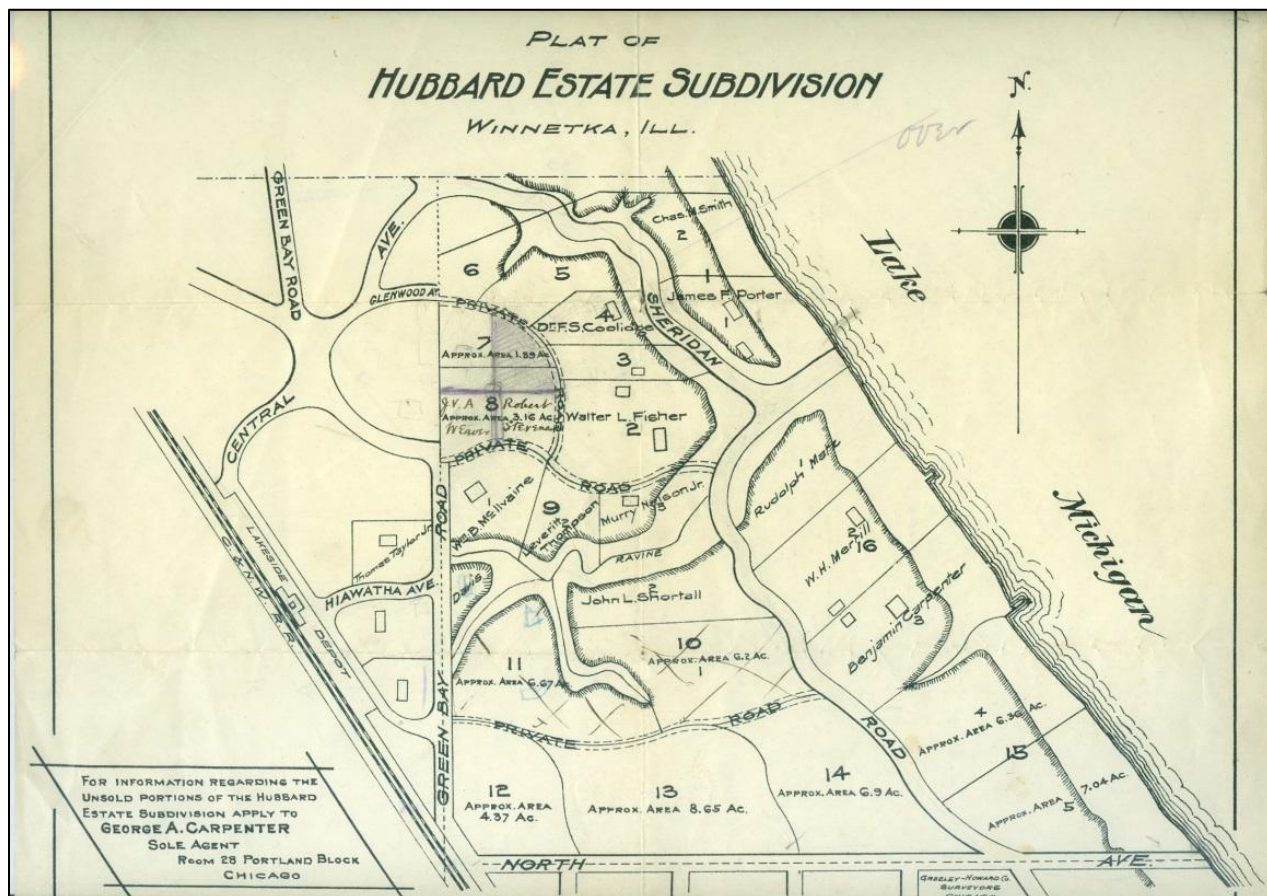
Dr. Frederic Coolidge



Elizabeth Sprague Coolidge

⁶³ Cook County Recorder of Deeds, Tract book 246C, page 37.

The Coolidges had purchased it in 1895, when the Hubbard Estate Subdivision opened, and as the c.1900 map (below) indicates, they had erected a dwelling (Lot 4). As the Coolidges



Winnetka Historical Society

owned a city home at 2636 Prairie Avenue.⁶⁴ The dwelling was a summer place. Building summer homes along the North Shore was a pattern common among affluent Chicago families. By 1907 the Wallings had decided to make the summer house a four-season home. This was part of a trend that began in the late 1890s into the 1920s, when North Shore families were building large residences, many of them permanent, along the lake. Walling's neighbors, in addition to the Fishers, included attorney and philanthropist Rudolph Matz, attorney William B. McIlvaine and other prominent Winnetkans. The Wallings hired the New York architectural firm of Mann & McNeil to refashion their summer home into the house published in the April, 1907 issues of *Inland Architect* and *New Record*. The article's

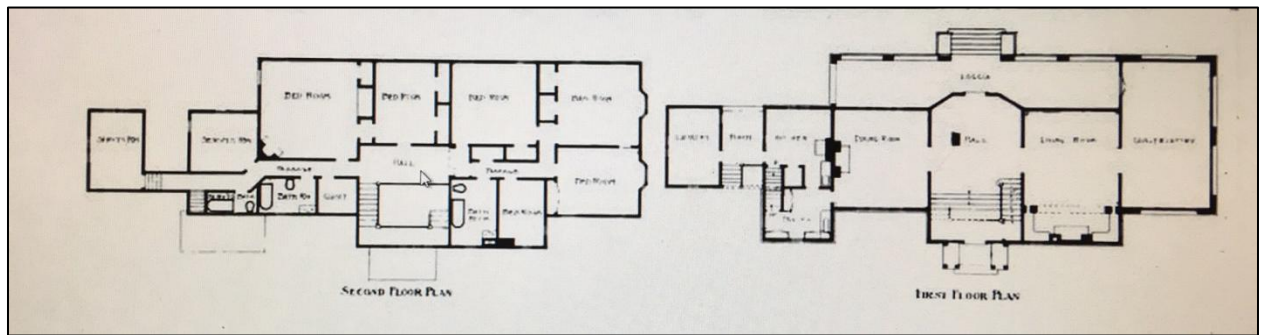
⁶⁴ 1900 Census of the United States and 6/11/19 and e-mail from Winnetka Historical Society Curator Rachel Ramirez



accompanying description and floor plans furnish important information about the history, materials and design of the refashioned house,

This shows a very successful treatment of a stucco exterior. The house itself is a building built some twelve years ago [1895]. It was originally covered with clapboards, and was of rather light construction, intended to be used as a dwelling only during the warm months of the year. When its present owner concluded to make it into an all-year-round house, it had to be considerably remodeled, and especially made more substantial to resist the cold weather. The simplest way to do this was to cover the entire exterior walls of the building, including a portion of the piazza, with a thick layer of stucco, on wire lath; also to inclose [sic] the main piazza and have it heated, in order that the rooms upstairs might not be too cold. The alteration also included a new arrangement of the entrance and new plumbing, and various interior changes. As the house stands

now, it has the appearance of a new building. It has the advantage of standing back several hundred feet from the road, so that a satisfactory vista is obtained, and the approach is made by a straight road leading directly to the forecourt in front of the entrance; a scheme particularly pleasing in a building of this character. One enters at the stair landing and ascends several broad steps to reach the main floor. On the right



Inland Architect, April, 1907

hand is the living room connected with glass doors to the inclosed [sic] piazza or sun parlor, which is heated the same as the rest of the house, and is perhaps more used than any other room in the house. At the left is the dining-room and beyond this the kitchen, laundry, etc. The house has the advantage of being only one room deep, so that in the summer time every room in the house has a good draught.⁶⁵

Twelve years later, however, disaster struck. Shortly after midnight on January 2 of 1919, the *Chicago Tribune* reported a spectacular fire “destroyed” the “frame and stucco” house “valued at \$30,000.”⁶⁶ The sensational article featured photos of the four Walling children and noted the adolescent heroism of 15-year-old Willoughby, who turned in the alarm, further aroused the village by setting off a red flare from a telephone pole, fired a revolver several times and “rescued a rifle and shotgun or two, after which he returned into the house for the family silver.”⁶⁷ Property damage was described as a “complete loss of the home of Willoughby

⁶⁵ “Our Illustrations,” *The Inland Architect and News Record*, Vol. XLIX, No4, April, 1907, 58.

⁶⁶ “Saved as Home Burns: Four Children of Willoughby G. Walling Escape Into Snow as \$30,000 Fire Lights Hubbard Woods,” *Chicago Tribune*, January 3, 1919, 5.

⁶⁷ *Ibid.*



Fire at Walling house reported in Chicago Tribune, January 3, 1919.

Walling" in the Village's annual report, however architect Peter Seyfarth (grandson and chronicler of the work of architect Robert Seyfarth) remembers reading that the "fire started in the conservatory, which was located at the south end of the house, and destroyed most of that section."⁶⁸

By May of the same year, plans to rebuild were in motion, with *The Economist* noting that,

Architect Robert E. Seyfarth, 134 South La Salle street, will have plans soon ready for a handsome 2-story residence, 25 X80, in old English style, to be erected at Hubbard Woods, IL for Willoughby Walling. It will have plaster exterior, shingle roof, hot water

⁶⁸ Email from Peter Seyfarth, Robert Seyfarth's grandson and historian of Robert Seyfarth's work, to Susan Benjamin, June 13, 2019. The authors of this report thank Peter for generously sharing information about the early history of the house.

heat, five baths and all modern appointments. \$25,000. Bids will be received by the architects about May 28th.⁶⁹

Apparently plans were scaled back, because two months later a notice in the *American Contractor* described the project as less than half the earlier estimated value,

Res (fire rebuild): \$10,000. 2 sty. & bas. 46 x 100. Hubbard Woods, Ill. Archt Robert E. Seyfarth. 134 S. LaSalle st. Chicago. Owner Mr. Willoughby Walling, 2208 Mass. Av., Washington, D.C. Frame, stucco, shingle rfg. Archt. taking bids.⁷⁰



Robert Seyfarth

1. ARCHITECT

Robert E Seyfarth (1878-1950)

Robert Seyfarth is a highly respected architect whose houses are an important part of the fabric of North Shore architecture. Residents who chose to live along the shore of Lake Michigan because of its bucolic setting and quality architecture were drawn to Seyfarth's sensitivity to scale and the original and elegant detailing that characterize his houses.

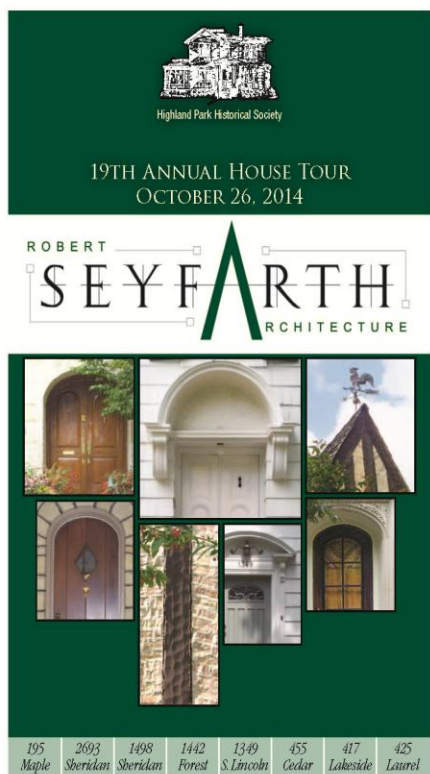
Seyfarth was prolific, and his houses have been recognized individually as local landmarks and as contributing buildings within historic districts. Having designed a large number of notable houses, especially on the North Shore, Robert Seyfarth's work had considerable visual impact

⁶⁹ Annual Report of the Village of Winnetka, 1918, 13.

<https://books.google.com/books?id=NzYtAQAAIAAJ&focus=searchwithinvolume&q=Walling>

⁷⁰ *American Contractor*, July 19, 1919, 55.

shaping the architectural character of the neighborhoods in which they were built. The Walling House, because of its architectural value, contributes to the historic character of Winnetka's Fisher Lane. Seyfarth's significance was highlighted in 2014 in his home town when the City of Highland Park conducted highly-popular programs and tours of his architecture.⁷¹



Highland Park Houses designed by Robert Seyfarth

A contemporary of Howard Van Doren Shaw and David Adler, Seyfarth was primarily a residential architect, designing over 200 houses. His clientele were not Chicago's establishment families; rather they were designed for well off merchants and businessmen. Willoughby G. Walling was among the most distinguished of his clients, a successful banker who in his forties devoted his energies to public service.

Robert E. Seyfarth (1878-1950) was born in Blue Island, IL, a southwest suburb of Chicago, the son of a prominent local businessman. He was a graduate of the innovative, craft-based engineering program of the Chicago Manual Training School, 1895 and then worked as a draftsman for Chicago architect August Fiedler (1843-1903), one of the interior designers for

⁷¹ At this time Susan Benjamin participated in a video on Robert Seyfarth. "The Homes of Robert Seyfarth."
<https://www.youtube.com/watch?v=NsB9CwIizWo>

the Samuel M. Nickerson House, ⁷²(1883) located at 40 East Erie Street on the Near North Side of Chicago, and now the Driehaus Museum.



Samuel Nickerson Mansion

By 1900 Seyfarth was working for George Washington Maher (1864-1926), a Prairie School architect and contemporary of Frank Lloyd Wright, remodeling the interior of the Nickerson mansion in Chicago for the second owner, Lucius Fisher.



Nickerson Mansion, George Maher Remodeling

⁷² The Chicago Manual Training School, a vocational high school, was founded in 1882 by The Commercial Club of Chicago to provide "instruction and practice in the use of tools with such instruction as may be deemed necessary in mathematics, drawing and...shall include carpentry...." Tenth Annual Catalogue of The Chicago Manual Training School, 1892-93)

In addition to supervising many residential projects, he worked on Maher's designs for Northwestern University: the Patton Gymnasium and Swift Chemistry Building. Seyfarth's H. C. Dickinson House at 7150 S. Yale in Chicago was published in the February, 1908 issue of *House Beautiful*. While in Maher's office Seyfarth joined the Chicago Architecture Club that was created as continuing education for draftsmen in architects' offices. Through his membership in the Club, Seyfarth would have had the opportunity to meet the major players in Chicago's architectural community, such stellar practitioners as Daniel Burnham, Dankmar Adler, Louis Sullivan, Howard Van Doren Shaw, William Le Baron Jenney and Frank Lloyd Wright.



Patton Gymnasium, Northwestern University (Demolished)

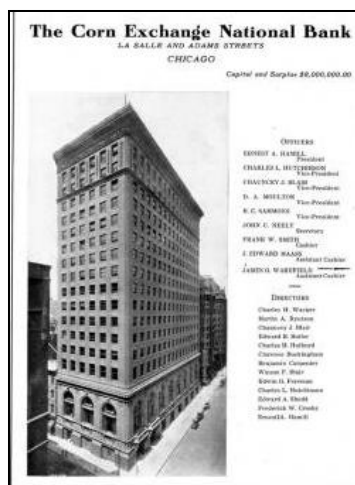
Seyfarth's first house for himself and his wife Nellie, built in Blue Island in 1903, while working for Maher, was Wrightian in its form and adapted detailing from Maher's architecture. The Prairie School as a style, however went into eclipse in the years following 1909, when Wright traveled to Berlin to oversee the publication of his work by the Wasmuth Press. Wright retained an office in Chicago but did very little further work here, rather taking commissions in Los Angeles to design his concrete block houses and in Tokyo for the Imperial Hotel. In this changing climate Seyfarth reinvented his career, opening his own architectural practice in Chicago in 1909 and moving to Highland Park in 1911, to be nearer his clientele. His house

there was more traditional, with a gambrel roof and tall double-hung windows. Seyfarth was to design more than fifty houses within a handful of blocks of his own home.

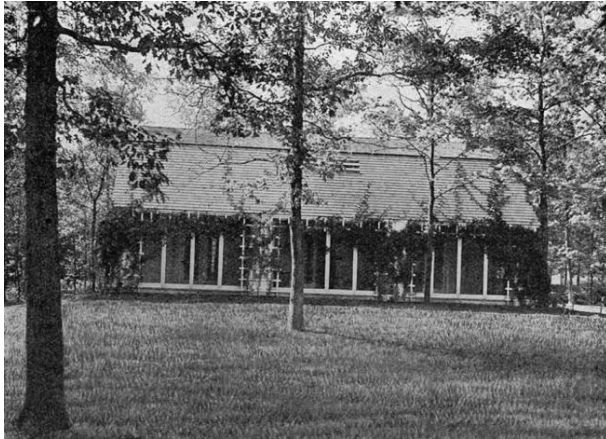


Robert Seyfarth House, 1903, Blue Island

When Seyfarth left Maher's office around 1909, he rented office space in the Corn Exchange Bank Building at the corner of LaSalle and Adams Streets. This is where he was working during the time he designed the Walling House. Except for a secretary who typed his specifications, Seyfarth worked for himself, preparing his own drawings. In 1925, he moved his small architectural practice into the 21st floor of the prestigious Tribune Tower building, where he remained until 1934 in the middle of the Depression. At that point he gave up his office and moved his practice home. Seyfarth worked there until his death in 1950. In the 1940s, he hired his first and only employee, Edward Humrich.



During the 1910s and 1920s, Seyfarth designed houses in Chicago, Evanston, Wilmette, Winnetka, Glencoe, Highland Park, Northbrook, Glenview, Deerfield, Lake Forest, Waukegan, Barrington, Libertyville, River Forest, Oak Park and his former home of Blue Island. His work was published, with some regularity, in *Western Architect*, the *Architectural Record*, *House Beautiful* and *House and Garden*.



Robert Seyfarth House, 1925, 1498 Sheridan Road, Highland Park

The move to developing a new client base included adopting a new, personal style that combined the more popular historicist trend with the simplicity he had gained in his work with Maher and the commitment to craftsmanship he had obtained from his work with Fiedler. He had a unique harmonizing vision, offering his clients the opportunity to bridge the gap between the traditional and the innovative. The Walling House exemplifies this synthesis. Its unornamented stucco walls and emphatic horizontality reflect Seyfarth's progressive Prairie School experience; its roofline and window treatments connect to the historical styles gaining popularity in the late teens and twenties. As evidenced in the the home's detailing such as the doorway treatment of the Walling's house, Seyfarth's design ingenuity and commitment to fine craftsmanship is exceptional. The simplicity of exterior lines, elegance of detailing and the sophistication of good taste were interwoven in Seyfarth's work to charm clients and render his houses of their time. Architect Stuart Cohen wrote, "Seyfarth's talent as a designer of houses is evident in his careful, handsome proportions, simple massing, elegant refined detailing, conscious manipulation of scale, and control of space and natural light."⁷³

⁷³ Stuart E. Cohen, "Robert E. Seyfarth, Architect." *Chicago Architectural Journal*, v. 9 (2000), 108..



Mayfield House, ca. 1926, 145 Montgomery, Glencoe

Seyfarth's son Hugh recalled that he greatly admired the work of Howard Van Doren Shaw and was a good friend of architect Hugh Garden and landscape architect Jens Jensen. The twin front-facing gables are a favorite Shaw feature. Seyfarth adapted it for the front facade of the Mayfield House, for example, and for the south facade of the Walling House. The broad paneled front door is reminiscent of the proportions that George Maher favored. In his design for the Walling house, he doesn't stray far from his Prairie style training. The house is long and linear, with an unbroken horizontal cornice across the front of the house. First floor casement windows are grouped in bands. The most prominent grouping is over the front entrance. These consist of two horizontal bands of square leaded windows, each with 12 small square panes. This leading configuration is repeated in the front door. Square rafter ends, a characteristic of the Arts & Crafts movement, extend beyond the second floor wall on the north side of the front of the house. A simple geometry governs the design of the house. It reflects the "elegant refined detailing" that Cohen describes. Detailing is sparse but strategically placed to accentuate the doorway and windows and complement the linear massing of the house. David Van Zantini,

Professor Emeritus of Architectural History at Northwestern, describes Robert Seyfarth's dwellings as "predictable, gentle, understated and self confident."⁷⁴



Door, Walling House



Door, Ernest Magerstadt House, George Maher, 1908, Chicago

If there is any reference to historicism it is to the stucco English Arts and Crafts country houses of C.F.A. (Charles Francis Annesley) Voysey. (1857-1941). His houses had long spreading lines and little in the way of detailing. Many of these houses were built between 1895-1910. It particularly resembles "Perrycroft", Malvern, in Herefordshire, built in 1895. Voysey sometimes introduced Gothic features as Seyfarth did in his staircase for the Walling House.



"Perrycroft". C.F.A. Voysey, Malvern Hills, Herefordshire, 1895

⁷⁴ David Van Zanten. "Robert Seyfarth," *Chicago Architectural Journal*, v. 5 (1985), 40.

The Wallings highly valued the home that Robert Seyfarth designed for their family. Frederica's daughter liked his work so much that she had him build her house at 206 Scott Street in Winnetka. He also built 808 Willow St. for another Walling family member.



808 Willow Road, Winnetka

Though not yet the subject of a full monograph on his work, architect Seyfarth and his architecture have been the topic of two scholarly *Chicago Architectural Journal* articles by David Van Zanten (1985) and Stuart Cohen (2000) and two almost monograph-length online articles, one for Wikipedia with many projects illustrated and extensive bibliographic notes and the other by Peter Seyfarth, with a detailed project listing and photographs of projects.⁷⁵

⁷⁵ Van Zanten's information was based on an interview with Seyfarth's son Hugh shortly before his death. His article was published in *The Chicago Architectural Journal*, Volume 5, 1985, 40-41 (New York, Rizzoli). The Art Institute's Architecture Department has a taped interview with Hugh Seyfarth made by Betty Blum in 1983. After Seyfarth's death, the family gave drawings to the Chicago History Museum, but these did not include drawings from the 1920s and earlier. "Robert Seyfarth Architect, 1878-1950" <http://www.robertseyfartharchitect.com/> "Robert Seyfarth Architect". https://en.wikipedia.org/wiki/Robert_Seyfarth Much of the information in this nomination was published by Stuart E. Cohen, "Robert E. Seyfarth, Architect." *Chicago Architectural Journal*, v. 9 (2000), 108-15. It includes an extensive but "partial" listing of Chicago and suburbs locations of Seyfarth's work, . 112-15. <http://www.robertseyfartharchitect.com/Resources/Seyfarthtext.pdf> Peter Seyfarth provided a substantial amount of information, based on his extensive research, in correspondence with Susan Benjamin, June 13, 2019.

Robert E. Seyfarth

architect 1878-1950

- Profile
- Photo Galleries
- Project Index
- Articles & Links

Robert E. Seyfarth (1878 - 1950) was a Chicago architect who was a prominent designer of elegant residences along the North Shore and in other areas of the city during the first half of the 20th century. This site documents his work.

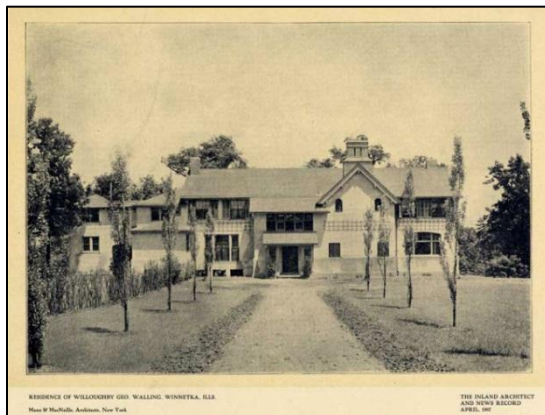


[home](#)
[profile](#)
[galleries](#)
[project index](#)
[contact site](#)

<http://www.robertseyfartharchitect.com/>

2. ALTERATION HISTORY

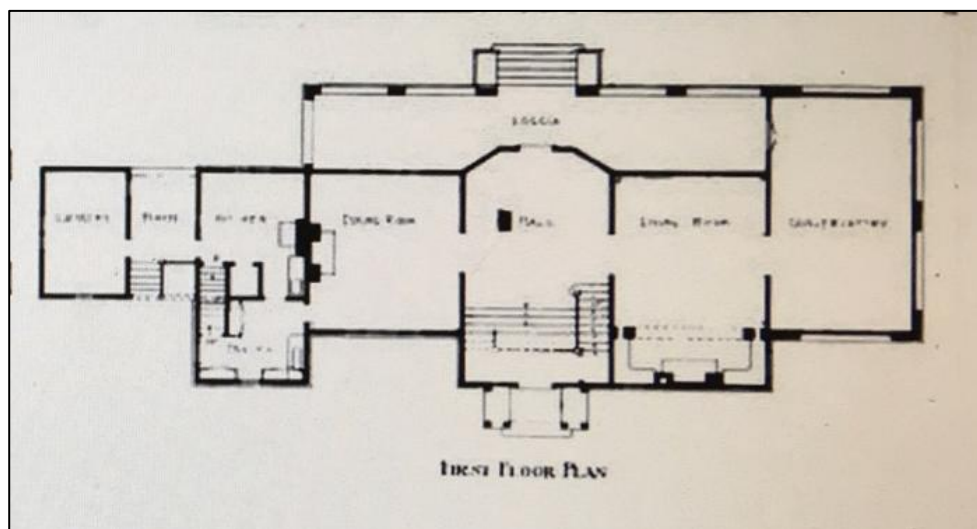
Building



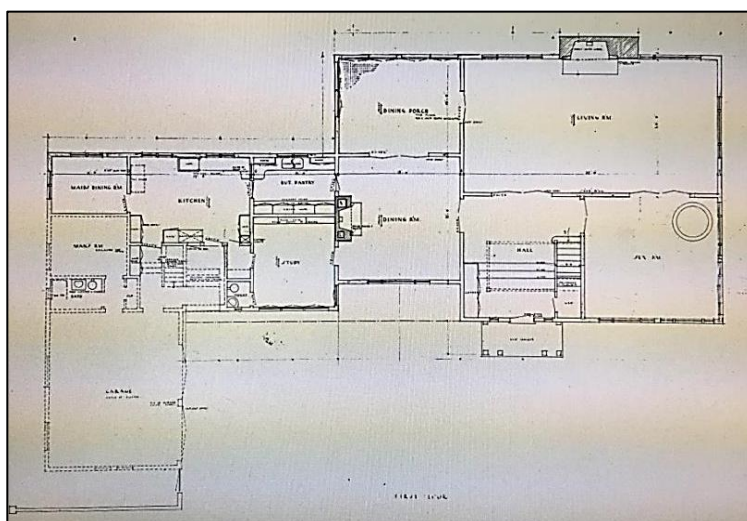
Walling House, Inland Architect 1907

Comparison of the 1907 1st floorplan published in the *Inland Architect* with an unidentified 1st floor plan (both below) of the house that was handed down to the current owners, gives clues to alterations made after the 1919 fire. The unidentified plan, which was a reproduction without an architect's name block or date, is very likely the plan conceived by Robert Seyfarth in 1919. This is highly possible because of the drawing's historic typeface and style and because

it matches the footprint and plan of present 1094 Fisher Lane's major public rooms. The dotted lines indicate it was likely the basis of an as-built drawing for a later project. Comparing these two floorplans, it appears that after the fire: the conservatory at the south end of the house was eliminated, most of the footprint and plan of the public spaces were retained, and the depth of the public spaces was increased from one room deep to two deep. A fireplace in the former living room space--along with its chimney at the front of the house--were eliminated and a fireplace was added on the rear wall of the new living room. The service wing was expanded north and a two-car attached garage was added perpendicular to the north end of the house's front façade to create a shallow court. The house exterior was unified with Arts and Crafts detailing.



Inland Architect, 1907

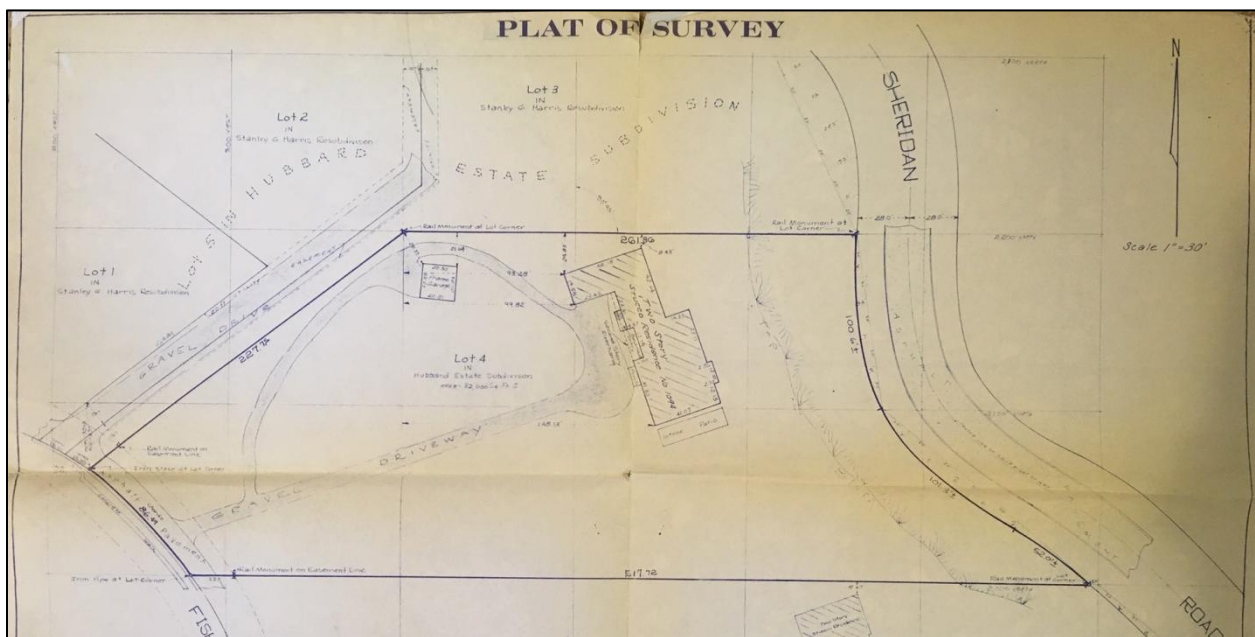


Unidentified plan (Seyfarth 1919?)

The photograph below shows the house in the early 1970s, seemingly unchanged, when Mrs. Walling lived there. The only building permit on file during the Walling years was for a 2-car garage that can be seen, freestanding, along the exit arm of the driveway loop in the 1974 plat of survey.



Illinois Historic Preservation Agency photograph, early 1970s



1974 Plat of Survey, Village of Winnetka

The following table summarizes subsequent building permits in the 1094 Fisher Lane house file at the Village of Winnetka.

Permit Date	Permit Number	Owner	Architect	Description
6/25/1952	6122	Mrs. W.G. Walling		Frame 2-car garage, 1 story
6/2/1976	9546	Lee B. Meyers (?)		Construct 4 ft. addition (extension) to front of an existing garage
12/1/1981		Mark Raclin		Install sliding door
6/3/1991	12695	Mr. & Mrs. Robert Jordan		Install a wood deck
6/10/1991		M. & M. Jordan		Install a spa
5/1/1995	13867	Jordan	Konstant Architecture	1 1/2 story garage extension and recreation room
7/6/2004		Scott & Becki Etzler		Remodel existing master suite area
7/27/2005		Scott & Rebecca Etzler	Goldberg Downy	Remodeling kitchen
5/11/2015	RR-2015-353	Scott Etzler		Tear off old roof and install new shingles and new flat roof
3/20/2018	BR2018-212	Ted & Katherine McNabola	Hackley & Assoc.	Remodel kitchen and windows relocation at the back



1976 Real Estate Listing, Winnetka Historical Society. The house was painted by the 2nd owner.

The historic house, as rebuilt after the 1919 fire, remains largely intact. There was one major exterior change, located at the service end of the house. In 1995 the existing perpendicular attached garage was extended west to its current length, adding garage space for two cars with a family/recreation room above and adding an arched exterior entrance. Dormers and a cupola were added in the roof of the garage.

There have been some fenestration changes on the front facade. Sometime between 1977 and 2017, casement windows replaced the two groups of double-hung window in the sun room (at the south end of the 1st floor) and the screens of the porch on the 2nd floor.

THE HOUSE TODAY—4 facades



Aerial looking NE, c. 2017. Redfin.



Main house, front façade, looking NE, Spring 2019



Garage wing, looking N, Spring 2019.



South (side) façade of main house, looking N, Spring 2019



Spring, 2019: South half of rear façade and detail of north half of the portion west of chimney, both looking NW



North half of rear façade, Spring 2019, looking W, Spring 2019



North (side) façade, looking SE toward NW corner of garage wing, Spring 2019



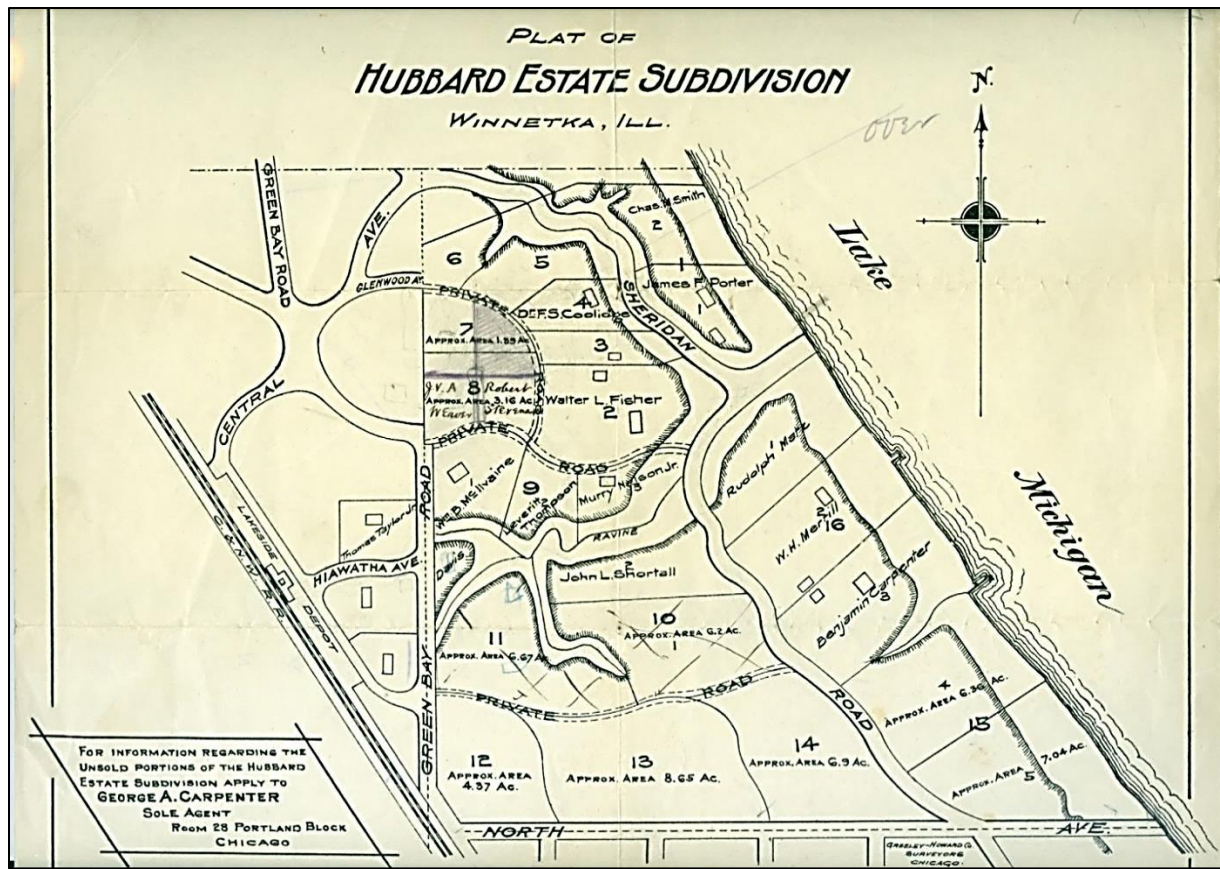
West façade of garage wing addition, looking E, Spring 2019

Site

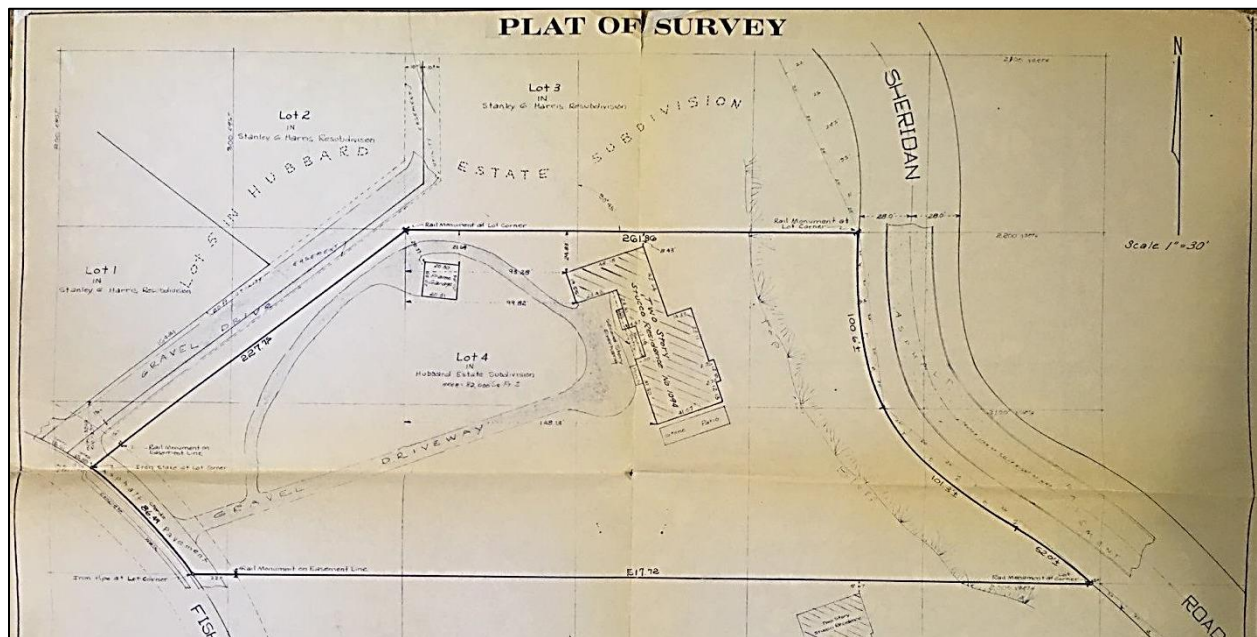
The lot (#4) on which the house was originally sited retained its configuration from the 1895 Hubbard Estate Subdivision (below) until 1975. The property was featured on Winnetka's Garden Walk in 1952⁷⁶ and the Winnetka Garden Club Housewalk in 1956. Real estate listings in 1976 describe the "elegant English manor" of which "quality and beauty were of the 1st priority—no expense spared," as "overlooking a gorgeous wooded ravine with view of Lake Michigan & situated on over an acre of mature trees, shrubbery, wild flowers, terraces, patios, thriving garden and manicured lawns."⁷⁷

⁷⁶ Mary Jane Erickson, "Visit 6 Homes in Winnetka's Garden Walk: Annual Event Attracts Enthusiastic Group," *Chicago Tribune*, May 25, 1952, 26.

⁷⁷ 1094 Fisher Lane, Winnetka. Evanston-North Shore Multiple Listing Corporations. December 8, 1976. "1094 Fisher Lane" file, Winnetka Historical Society.

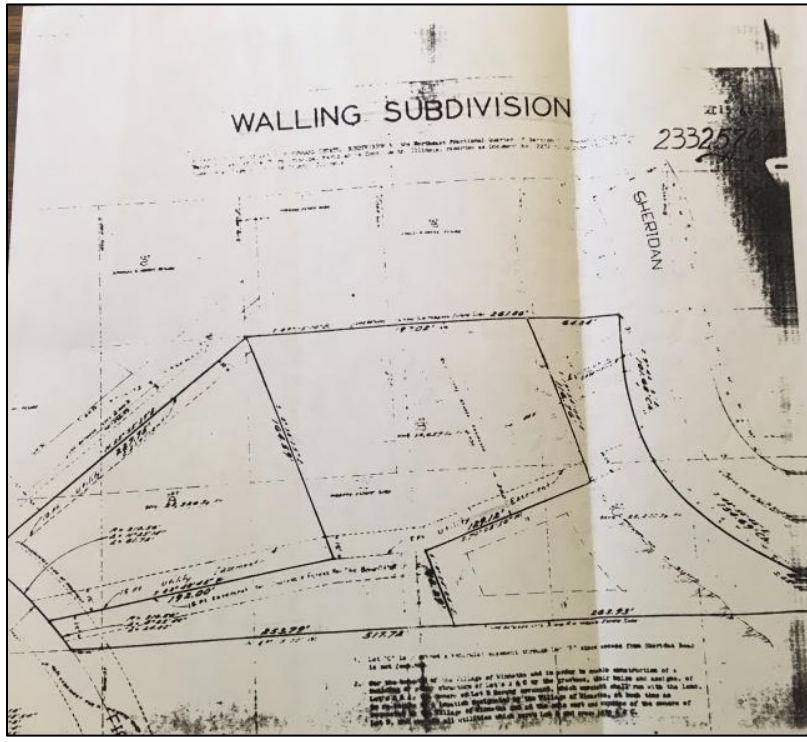


Hubbard Estate Subdivision

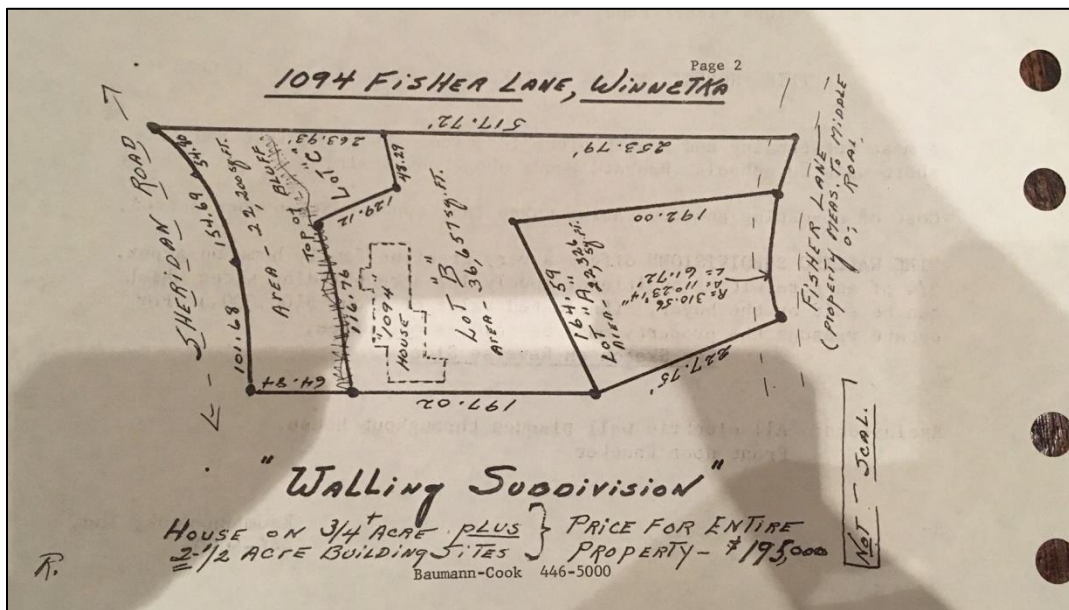


1974 Plat of survey (Village of Winnetka)

The "Walling Subdivision" was recorded on December 16, 1975 as Document 23325764. It consists of three irregularly shaped lots—A, B and C. The existing house is within the central Lot B, three-quarter acre. The other lots, A and C, were each allocated one-half acre.

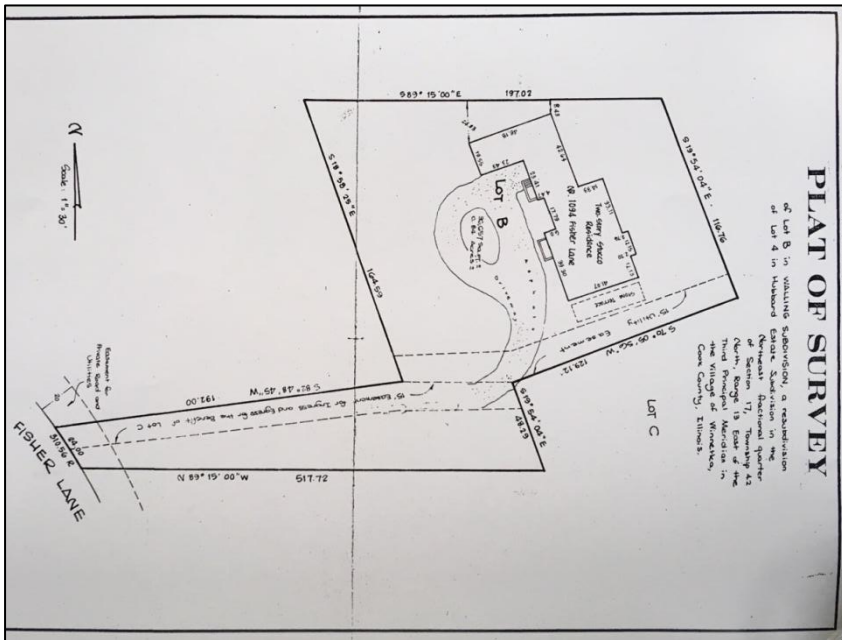


1975 Plat of Subdivision



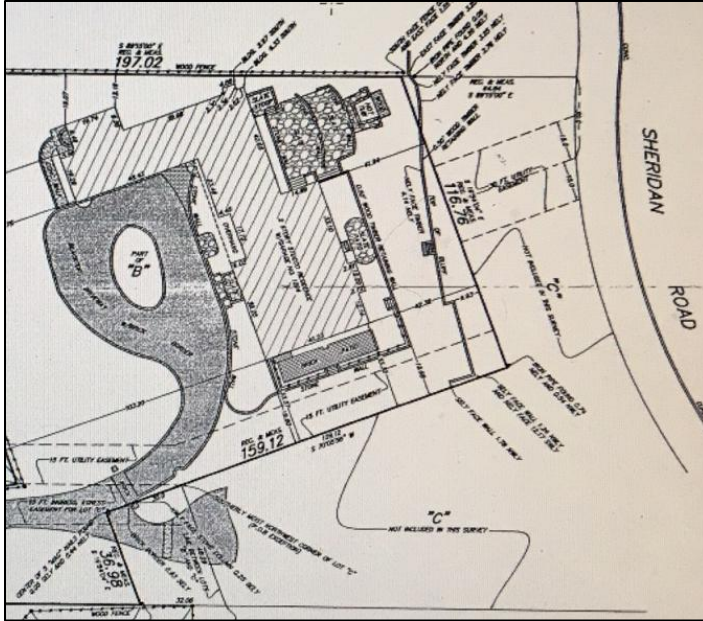
1975 Real Estate Listing, Winnetka Historical Society

The driveway was reconfigured after subdivision to provide access to Fisher Lane, as seen in the 1977 plat of survey below.



1977 Plat of Survey, Village of Winnetka

After 1977, hardscape was augmented in the rear yard with a small bluestone patio off the middle of the south end of the house and a multi-level bluestone terrace with spa at the north end of the house.



Detail, 2017 Plat of Survey

CONCLUSION

The Willoughby Walling House, located at 1094 Fisher Lane, is significant architecturally for the quality of its materials and its design by the important Illinois architect Robert Seyfarth. It is significant historically for its association with the nationally, state and locally import original resident of the house, Willoughby Walling. As such, it meets the following Winnetka Landmark Criteria:

A. Criteria.

1. General Considerations.

a. The structure, building, object or site has significant character, interest or value as part of the historic, cultural or architectural characteristics of the Village, the state or the United States,

b. The structure, building, object or site is closely identified with a person (WILLOUGHBY WALLING) or persons who significantly contributed to the culture or development of the Village, the state or the United States,

c. The structure, building, object or site is the result of the notable efforts of, or is the only known example of work by, a master builder, designer, architect, architectural firm or artist whose individual accomplishment has influenced the development of the Village, the state or the United States,

- d. The unique location or singular physical characteristics of the structure, building, object or site make it an established and important visual feature,
- e. The activities associated with the structure, building, object or site make it a current or former focal point of reference in the Village,

2. Architectural Significance.

- a. The structure, building, object or site represents certain distinguishing characteristics of architecture inherently valuable for the study of a time period, type of property, method of construction or use of indigenous materials,
- b. The structure, building, object or site embodies elements of design, detail, material or craftsmanship of exceptional quality,
- c. The structure, building, object or site exemplifies a particular architectural style in terms of detail, material, and workmanship,

3. Historical Significance.

- b. The structure, building, object or site has a strong association with the life or activities of a person, persons, organization or group who significantly contributed to or participated in historic or cultural events.

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[illegible]

ATTACHMENT D

LANDMARK PRESERVATION COMMISSION EXCERPT OF AUGUST 5, 2019 MEETING MINUTES

Members Present: Louise Holland, Chairperson
Chris Enck
Beth Ann Papoutsis
Joseph Stewart
Paul Weaver

Non-Voting Member Present: Jack Coladarci

Members Absent: Katie Comstock
Laura Good

Village Staff: Ann Klaassen, Senior Planner
Christopher Marx, Associate Planner

Case No. 19-16: 1094 Fisher Crescent Lane: Review of application for local landmark designation.

Chairperson Holland congratulated the owners of 1094 Fisher Crescent Lane in coming to the Commission for landmark designation for the Seyfarth home and noted there have been no such designations since 2012 with this home being the third one this year.

Susan Benjamin, of Benjamin Historic Certifications, stated she and Gwen Sommers Yant would make the presentation to the Commission. Ms. Sommers Yant began by stating the principal owner was Willoughby Walling and his wife, Frederika, who lived in the home for 72 years. She described Mr. Walling as an extraordinary person born in 1878. Ms. Sommers Yant stated his father was a doctor and was appointed U.S. Counsel in Scotland with traveling to Scotland having a profound effect on Mr. Walling and his brother. She stated Mr. Walling's upbringing gave a lifelong sympathy for laborers.

Ms. Sommers Yant stated the family moved to Chicago on Drexel Avenue in 1896 and identified the south loop and Hyde Park in an illustration for the Commission. She identified it as more of a middle class neighborhood where he attended school at the University of Chicago and graduated from Harvard where he met his wife who was also from a prominent South Carolina family. Ms. Sommers Yant stated Mr. Walling was described as: "...portray[ing] the best qualities of a fine gentleman and a staunch friend. Interested in many civic and philanthropic endeavors...Ever kindly and tolerant in his approach he was yet firm and steadfast in his convictions."

Ms. Sommers Yant then stated economically, Mr. Walling built his foundation on banking in Chicago and in 1921 he became president of Chicago's Morris Plan Bank which was part of a network of banks whose intent was to help the middle class obtain home loans. She stated he was also a director of the Winnetka State Bank and Indiana's Fletcher Savings & Trust Company in Indianapolis, as well as a director on corporate boards. Ms. Sommers Yant stated his financial acumen was solicited in the roaring 1920's and the bust 1930's and during the Depression, he served as an advisory board member of the Reconstruction Finance Corporation ("RFC") which provided financial support to state and local governments.

1 Ms. Sommers Yant stated humanitarian instincts ran deep in Mr. Walling who descended from three
2 generations of Walling physicians where many of his pursuits were public health related. She noted his
3 involvement and leading roles with the Red Cross as well as the Cook County School Board of Nursing.
4 Ms. Sommers Yant also stated he was a leader and expander of upgrading hospital facilities for African
5 Americans during a critical time. She stated he was also a trustee at Provident Hospital, the first hospital
6 for African Americans. She stated his concern with regard to the plight of African Americans was shared
7 by his older brother, William English Walling who was one of the founders of the NAACP. Ms. Sommers
8 Yant noted he was a director of the Michigan Boulevard Garden Apartments which was called the
9 Rosenwald since it was a pet project of Julius Rosenwald. She then stated what he wanted to
10 demonstrate was that it was profitable to invest in decent housing in African American neighborhoods.
11 Ms. Sommers Yant informed the Commission the Rosenwald was home to many famous African
12 Americans such as Duke Ellington and Joe Louis among others.

13
14 Ms. Sommers Yant went on to state in the realm of affordable housing; Mr. Walling was the vice
15 chairman of the original Chicago Housing Commission. She also stated in the realm of social welfare, he
16 was president of the Chicago Council of Social Agencies as well as the chair of the Illinois Board of Public
17 Welfare Commissioners. Ms. Sommers Yant added he was also staunchly involved with conservation and
18 environmental protection, a leader in progressive education in Winnetka and one of a group of families
19 which helped establish the North Shore Country Day School as well as president of the Board of
20 Directors. She also stated he was a founding director of the Graduate Teacher's College of Winnetka.

21
22 Ms. Sommers Yant stated when the Village first undertook its first modern planning effort; Mr. Walling
23 was a member of the Winnetka Plan Commission and also played a leading role in saving the Ravinia
24 Festival. She stated he was also one of the incorporators of the Indian Hill Club. Ms. Sommers Yant
25 stated he died in 1959 and his wife lived in the home until her death in 1973.

26
27 Ms. Sommers Yant stated with regard to the home, she stated the Wallings purchased the home in 1904
28 from the Coolidges when the Hubbard Estates Subdivision opened. She stated they built a home on Lot 4
29 which was used as a summer home and had the home remodeled in 1907 to become a year-round
30 home. Ms. Sommers Yant informed the Commission there was a major fire in 1919 and they hired
31 Robert Seyfarth to rebuild the home who used the same footprint with an addition in the back.

32
33 Ms. Benjamin described Seyfarth as prolific and an incredible man who designed over 200 homes. She
34 referred to his sense of scale and beauty in designing homes. Ms. Benjamin also stated he was widely
35 published in House Beautiful and noted his homes are woven in the North Shore fabric as well as in
36 Chicago and River Forest. She then stated in 2014, there was a celebration in Highland Park of his work
37 where he designed over 40 homes with tours and lectures. Ms. Benjamin informed the Commission
38 Seyfarth was a graduate of the Chicago Manual Training School and noted his first employer was August
39 Fiedler, one of the interior designers of the Samuel Nickerson home whose attention to detail was
40 credited to Seyfarth. She then stated his second employer was George Maher with whom he worked for
41 many years.

42
43 Ms. Benjamin stated Seyfarth grew up in Blue Island and identified a home in an illustration as designed
44 by Maher after the home he designed for himself. She described Maher as a fine teacher to Seyfarth.
45 Ms. Benjamin then stated he went on his own in 1909 and rented space in the Corn Exchange Building.
46 She also stated he worked in the home he built in Highland Park and wanted to live in the community
47 near his client base.

1 Ms. Benjamin then identified Seyfarth homes in Glencoe and Highland Park as well as several others on
2 the North Shore and in other communities. She stated he had the ability to combine a modern
3 sensibility derived from the prairie architecture he first developed in his career and more traditional
4 aspects. Ms. Benjamin stated although he used traditional details, they are very much in his own idiom
5 and simplified aspects which she described as sparse and strategically placed. She then referred to his
6 doorways which she described as extraordinary and noted he favored inset dormers. Ms. Benjamin
7 described him as an eloquent architect and appraised by Stewart Cohen among others and described
8 him as distinguished in his own world as Mr. Walling was in his.

9
10 Ms. Benjamin informed the Commission she knew his son, Hugh, and granddaughter Mary who is a
11 proponent of Seyfarth's work. She also stated she spent time with Peter Seyfarth in Los Angeles who
12 provided a lot of the information for the report and who has become a spokesperson for his
13 grandfather. Ms. Benjamin suggested they visit Peter's website on his grandfather. She then stated Hugh
14 noted his father was a great admirer of Howard Van Doren Shaw which is evident in his work. Ms.
15 Benjamin identified the Mayfield home in Glencoe he designed noting you can see he adapted the
16 influence and the idiom that transformed it into his own way of expressing architecture. She stated if
17 you look at the doorway for the Walling home and compare it to the Maher doorway, you can see it is
18 eloquently designed and an ongoing influence of Maher.

19
20 Ms. Benjamin then stated if they were to place the Walling home in a stylistic category, she would call it
21 arts and crafts. She also referred to his style of simplicity and use of stucco and quality and his ability to
22 absorb these influences and transform them into his own design.

23
24 Ms. Sommers Yant identified an image in the illustration of the home when Mrs. Walling still lived there
25 and noted only one permit was issued for a garage and indicated the home is pretty much the home
26 Seyfarth designed. She then stated after Mrs. Walling's death in 1973, it was bought in 1976 and noted
27 only the exterior was painted. Ms. Sommers Yant also stated after the purchase of Lot 4, it remained the
28 same configuration. She informed the Commission their children attempted to sell the parcel as a single
29 unit and it was unsuccessful with the parcel being subdivided in 1995 in three parcels. Ms. Sommers
30 Yant identified the shape of the three parcels from the real estate listing and location of the existing
31 home on the middle parcel. She then stated the driveway configuration did not work for the home after
32 the subdivision with a new driveway configuration which currently remained.

33
34 Ms. Sommers Yant stated in connection with the hardscape, the only changes are a spa at the rear done
35 in the mid 1990's. She referred the Commission to an illustration of the home's main façade and noted
36 there has been virtually no change and identified two double hung windows which were replaced with
37 casement windows. Ms. Sommers Yant noted the change to the home over time consisted of the garage
38 and stated in 1995, there was an extension added. Ms. Sommers Yant noted the original garage was
39 retained, dormers were put on the half story and two more bays were added to the west and a
40 playroom in the upper half story. She then referred to the view of an exterior entrance for the
41 playroom.

42
43 Ms. Sommers Yant then identified the main part of the front façade, the garage wing and the back
44 façade and the portion of the home past the chimney. She stated the home then cuts back and the only
45 changes the present owner made were the two kitchen windows on the first floor which are not visible
46 from the street. Ms. Sommers Yant also stated she included the criteria to be considered by the
47 Commission.

1 Chairperson Holland asked if there were any questions. Mr. Weaver about the interior of the home and
2 asked if it is original. Ms. Benjamin responded it is very original and referred to the stair hall with arts
3 and crafts detailing which remained the same and referred to the sun room's tile work which is all
4 original. She noted the only changes made were to the kitchen in the rear and the service areas and the
5 home is otherwise intact.

7 Chairperson Holland commented the landmark application is wonderful and thanked the applicants for
8 coming to the Commission. She then stated while there are a few Seyfarth homes in the Village, none of
9 them are of this quality. Chairperson Holland stated the Commission appreciated the report and the
10 application and ownership. She then stated the Commission is to go through the System of Evaluation of
11 Landmarks which contained two tiers including point value, weight and score.

13 Chairperson Holland stated for the first item under Rarity: Architectural Type, Style and Period, she
14 asked for the Commission Members' comments. Mr. Enck asked in view of the architect's work, in the
15 view of the other homes he designed, if there are many others which are arts and crafts. Ms. Sommers
16 Yant and Ms. Benjamin responded there are none. The Commission Members determined the category
17 to be rare with a point value of 4. Chairperson Holland referred to the next category of Rarity: Method
18 of construction and its application and referred to the use of stucco which is not rare. Mr. Enck stated it
19 is a remodeling project as opposed to reconstruction. Mr. Coladarci asked if there has been the use of
20 stucco on such a large home as this before. Ms. Benjamin responded for arts and crafts, stucco is
21 common. Ms. Sommers Yant stated at the time of construction, it was touted as the miracle material.
22 Mr. Enck asked if the construction of the home is wood frame stucco or masonry and stucco. Ms.
23 Sommers Yant indicated it may be and is something they used on old homes.

25 Chairperson Holland asked the Commission Members if it should be somewhat rare or common. Mr.
26 Enck commented he did not think it was as common as others which have wood siding or brick. The
27 Commission Members determined it should be somewhat rare with a score of 2.

29 Chairperson Holland referred to the next category: Association with a Historical Event, Person or
30 Cultural Activity. The Commission Members determined the rating should be national with a score of 5.
31 Chairperson Holland referred to the next category: Association with an Architect or Master Builder.
32 Chairperson Holland and Mr. Enck stated Seyfarth is published nationally. The Commission Members
33 determined the rating should be national with a score of 5. Chairperson Holland referred to the next
34 category: Established or Familiar Visual Feature. The Commission Members determined the rating
35 should be "A conspicuous and familiar structure in the context of a neighborhood" with a score of 3.

37 Chairperson Holland confirmed the category which deserved the highest weight related to the category
38 in connection with the architect. It was determined the Tier 1 Score is 64. She stated the Commission
39 would now review Tier 2 and the first category of Alteration of (Originality) Design Integrity. The
40 Commission Members determined the rating should be excellent with a score of 50. Chairperson
41 Holland stated the age of the structure is 1900-1930 which is based on the rebuild with a score of 12.
42 She referred to the next category: Alteration of Surrounding Properties (View from Property). Ms.
43 Klaassen stated they are to consider the time the home was rebuilt in 1919 and the time of the
44 subdivision which occurred in the 1970's noting there are at least two homes in close proximity. She
45 suggested the Commission Members are to consider the original construction of the property and the
46 changes which occurred since then. Mr. Coladarci stated the property has been stable since the 1970's.
47 The Commission Members determined the rating should be minor alterations with a score of 12.
48 Chairperson Holland stated the next category is Alteration of Original Site (View of Property). The

1 Commission Members determined the rating should be minor alteration with a score of 9. Chairperson
2 Holland stated the last category is Structural Condition. The Commission Members determined the
3 rating should be exceptional with a score of 15.
4

5 Chairperson Holland confirmed the Tier 2 score is 83.6 making the level of significance "unique." She
6 then congratulated the applicants and stated the home would be included in the next landmark
7 brochure. Ms. Klaassen stated the Commission is to make a motion and referred to the findings on page
8 4 of the materials.
9

10 Chairperson Holland read the following findings: "In the attached materials submitted by the applicants,
11 the applicants have provided a history of the subject property identifying the architect, the ownership
12 history and a description of alterations to the subject property. Does the Commission find that the
13 subject property meets the criteria for designation as a locally designated landmark; and if so, is the
14 Commission prepared to make a recommendation to the Village Council regarding the requested
15 landmark designation? She then asked for a motion.
16

17 Mr. Enck moved to find the subject property meets the criteria for designation as a locally designated
18 landmark and the Commission therefore recommends 1094 Fisher Crescent Lane be designated a local
19 landmark. The motion was seconded by Mr. Weaver. A vote was taken and the motion unanimously
20 passed.
21

22 AYES: Enck, Holland, Papoutsis, Stewart, Weaver

23 NAYS: None

24 Nonvoting: Coladarci
25
26
