



Village of Winnetka

Zoning Board of Appeals Regular Meeting

June 13, 2022 at 7:00 PM
Winnetka Village Hall Council Chambers - 510
Green Bay Road

AGENDA

- 1. Call to Order & Roll Call**
- 2. Approval of Minutes - March 14, 2022.**
- 3. Community Development Report**
- 4. Case No. 22-03-SU: 564 Green Bay Road - New Mixed-Use Building:**
 - a. An application submitted by 564 Green Bay, LLC, seeking approval of a Special Use Permit to allow off-street parking at street-level along the alley and zoning variations for a new three-story mixed-use building with a roof top deck at 564 Green Bay Road. The requested variations would permit the improvements to (i) provide less than the minimum required off-street parking spaces for the two residential units on the second and third floors; and (ii) provide less than the minimum required rear yard setback from the west property line. The Village Council has final jurisdiction on this request.
- 5. New Business**
 - a. July 11, 2022, Meeting - Quorum Check
- 6. Public Comment**
- 7. Adjournment**

**WINNETKA ZONING BOARD OF APPEALS MEETING MINUTES
MARCH 14, 2022**

Zoning Board Members Present:

Kimberly Handler, Acting Chairperson
Kate Casale MacNally
Todd Vender
Max Weigandt

Zoning Board Members Absent:

Matt Bradley
Lynn Hanley
Mike Nielsen

Village Staff:

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

**Minutes of the Zoning Board of Appeals
March 14, 2022**

Call to Order:

Chairperson Handler called the meeting to order at 7:01 p.m. Ms. Klaassen took roll call of the Board Members present.

Approval of Minutes – February 14, 2022.

Chairperson Handler asked for a motion to approve the February 14, 2022 meeting minutes. Ms. Casale MacNally moved to approve the February 14, 2022 minutes and Mr. Weigandt seconded the motion. A vote was taken and the motion unanimously passed, 4 to 0:

AYES: Casale MacNally, Handler, Vender, Weigandt

NAYS: None

Community Development Report.

Mr. Schoon informed the Board that the Village Council approved the variations for the multi-family project on Linden and Cherry Streets as well as the variations for 108 Fuller Lane. He also reported the Plan Commission would hold a special meeting next Monday with the comp plan consultant, The Lakota Group, and identified the pillars to be discussed. Ms. Casale MacNally asked if there was any update on 93 Green Bay Road or the former One Winnetka site. Mr. Schoon responded there has been no public announcement with regard to 93 Green Bay Road and the owner of the One Winnetka site continues to work with the developer with regard to a revised plan for a four story building versus five stories.

Case No. 22-08-SU: 275 Fairview Avenue – Greeley Elementary School: An application submitted by Kathryn Talty Landscape Architecture on behalf of Winnetka Public School District 36, seeking approval of an amendment to an existing special use permit, which allowed playground improvements at Greeley Elementary School, 275 Fairview Avenue, and zoning variations to allow playground improvements to an existing playground. The requested amendment would allow improvements to the existing playground located on the northeast corner of 275 Fairview Avenue. The requested variations would permit the playground to: (i) exceed the maximum permitted impermeable lot coverage; (ii) exceed the maximum permitted front yard lot coverage and (iii) provide less than the minimum required front yard setback from Hawthorn Lane. The Village Council final jurisdiction on this request.

1 Ms. Klaassen identified the variations being requested along with the property's location and zoning
2 classification noting the ordinance allowed the school as a special use. She stated the school was originally
3 constructed in 1912 and has had many additions and zoning variations over the years. Ms. Klaassen then
4 identified photos of the existing playground where the renovation is proposed. She noted the property is
5 required to comply with single family residential zoning requirements making it common for the use to
6 far exceed the requirements and identified the variation amounts being requested as highlighted in the
7 table. Ms. Klaassen also referred to the proposed play equipment rendering with the tallest portion being
8 12 feet in height. She stated the DRB and Plan Commission would also review the request and noted no
9 public correspondence was received for the request. Ms. Klaassen then stated following public comment
10 and Board discussion, a Board Member may wish to make a motion to recommend approval or denial of
11 the request as indicated on page nos. 8 and 9 of the staff report and asked if there were any questions.
12

13 Chairperson Handler asked if the DRB would opine on the proposal's appearance, and Ms. Klaassen
14 confirmed that is correct. Kathryn Talty informed the Board the reasoning behind the change in surfacing
15 from wood chips to the rubberized surface is to provide a more accessible solution for those with mobility
16 issues. She then identified the life span of the play equipment necessitating the need for the change. Ms.
17 Talty then asked if there were any questions. Ms. Casale MacNally questioned the impact on the
18 immediately adjacent existing teacher parking. Ms. Talty responded they would remain within the current
19 playground boundaries and parking would remain intact with construction staging in the area in the
20 summer. She also confirmed the pollinator garden and raised planters would remain.
21

22 Chairperson Handler asked what the surface of the existing playground is. Ms. Talty is described it as
23 engineered wood fiber chips and explained the difference between the two surface materials.
24 Chairperson Handler indicated she is troubled by the impermeable lot coverage. Ms. Talty explained to
25 the Board the navigation difficulty in terms of ADA accessibility as well as the reoccurring replenishment
26 of wood surface chips and the costs involved in connection with the existing surface materials. She also
27 described the proposed surface's consistency and materials as well as storm runoff engineering plans
28 related to location of existing stormwater drains. No additional questions were raised at this time.
29

30 Chairperson Handler asked for public comment. No comments were made at this time. She then called
31 the matter in for discussion. Mr. Vender stated he did not have an issue regarding the request and amount
32 of impermeable surface. He stated the request would improve the school and he is in favor of the request.
33 Mr. Weigandt agreed with Mr. Vender's comments. Ms. Casale MacNally stated the playground needed
34 to be replaced and commented the design is fantastic and in keeping with the surrounding community.
35 She also stated while she is not thrilled with the amount of impermeable surface, the request results in
36 the right balance and would provide ADA accessibility and she is also in favor of the request. Chairperson
37 Handler stated she is significantly concerned in light of the Village's plans to improve storm water drainage
38 and suggested there be an alternative solution. She then stated she would not be in favor of the request.
39 Mr. Schoon confirmed four votes are needed to forward a recommendation of either approval or denial
40 to the Village Council, or the Board could continue the item to the next meeting when more Board
41 Members may be present. He noted the school would be required to comply with storm water
42 requirements, and he described impermeable lot coverage standards in other zoning districts including
43 instances where 100% of a property can be covered in terms of impermeable surface as long as required
44 storm water drainage and detention is provided. Chairperson Handler then stated she would vote in favor
45 of the request noting strong reservations regarding the amount of impervious surface being added to an
46 institutional use.
47

Chairperson Handler then asked for a motion to recommend approval as indicated on page nos. 8 and 9 of the staff report. Mr. Weigandt moved to recommend approval of the special use amendment and requested variations. The motion was seconded by Ms. Casale MacNally. A vote was taken and the motion unanimously passed, 4 to 0:

AYES: Casale MacNally, Handler, Vender, Weigandt

NAYS: None

Case No. 22-09-SU: 1110 Chatfield Road – Hubbard Woods Elementary School: An application submitted by Kathryn Talty Landscape Architecture on behalf of Winnetka Public School District 36, seeking approval of an amendment to an existing special use permit which allowed playground improvements at Hubbard Woods Elementary School, 1110 Chatfield Road, and zoning variations to allow playground improvements to an existing playground. The requested amendment would allow improvements to the existing playground located at 1110 Chatfield Road. The requested variations would permit the playground to: (i) exceed the maximum permitted impermeable lot coverage and (ii) provide less than the minimum required side yard setback from the west property line. The Village Council has final jurisdiction on this request.

Ms. Klaassen described the special use amendment being requested and identified the property's location and zoning classification noting the ordinance allowed the school as a special use. She stated the school was constructed in 1911 and has had several additions and zoning variation requests over the years. Ms. Klaassen referred to photos of the playground to be replaced. She then identified the amount of impermeable lot coverage to be added and amounts and percentages of the existing impermeable lot coverage along with the side yard setback variation being requested. She referred to the proposed replacement equipment's rendering and 12-foot height and noted the request would be presented to the DRB later in the week and the Plan Commission next week. Ms. Klaassen noted one email was received and included in the agenda packet. She then asked if there were any questions.

Chairperson Handler also asked if there were any questions. No questions were raised at this time. Ms. Talty stated the reasoning behind the request is similar to that for the Greeley School. She noted there are a lot of children with mobility issues resulting in the need to replace the existing soft surface material. Ms. Talty described their attempts to keep the larger playground pieces away from the neighbors' homes and closer to garages to minimize the impact on the neighboring residential uses. She noted they worked with the school's staff and asked if there were any questions.

Mr. Weigandt referred to the trees and suggested trees be provided in the open area. Ms. Talty responded they considered that option and they want to maintain the asphalt track which affected the equipment's location and safety zone. She then stated they decided planting would not be used and felt locating the equipment next to the garages was a better solution as well as visually more appropriate. Ms. Talty added they may be able to include planting in that area. Ms. Casale MacNally questioned the location of the tallest piece of equipment which Ms. Talty identified. Ms. Talty noted the equipment would be similar in color and style to other playground equipment used throughout the Village. She added the piece of equipment with the canopy or roofed area provides shade and provided a noise barrier. Mr. Weigandt asked what the height is of the existing play equipment. Ms. Talty responded that the height of the existing equipment is unknown, but the proposed equipment would be similar. She added the soft surface would also be used under all of the existing playground equipment. Mr. Vender questioned why planting cannot be used in the area near the neighbors' homes and Ms. Talty responded there is an underground storm sewer line along the north portion of this play area and the equipment is dependent on fitting the

1 safety zone in that space and further explained the rationale behind the playground being in this location.
2 No additional questions were raised at this time.

3
4 Chairperson Handler then asked for public comment. She then swore in those speaking to this matter.
5 Chad Humphrey, 1138 Hamptondale, stated he wanted to make sure everyone realized that it is a public
6 park and he is concerned with regard to safety and climbing on the equipment. Mr. Humphrey referred
7 to the 12-foot height and his 6 foot fence and asked that any possible water issues be addressed. He then
8 commented he is excited about the project and noted the track is seldom used. Mr. Humphrey informed
9 the Board about the nuisance issues they experience and stated moving the equipment further back from
10 the fence line would be ideal and suggested installing Arbor Vitae further down the property line. He
11 concluded by stating he is in favor of the request.

12
13 Ms. Casale MacNally asked about the location of Mr. Humphrey's property which he identified for the
14 Board. Ms. Casale MacNally then stated she had no problems with the setback and impermeable lot
15 coverage portions of the request and agreed with Mr. Humphrey's comments relating to extending the
16 tree line further. Ms. Casale MacNally then stated she would vote in favor of the request with the
17 suggestion to incorporate additional planting. Mr. Weigandt stated the request would be a good
18 improvement and he is also in favor of the request. Mr. Vender agreed with the comments made and
19 stated he is also in favor of the request and suggested the neighbors work with the applicant. Ms. Talty
20 reiterated their attempts to avoid the underground line and taking into consideration the neighbors'
21 property as the rationale for the equipment placement. Mr. Schoon stated the Board can make several
22 contingencies on their recommendation such as additional trees being planted along the property line.

23
24 Mr. Vender then moved to recommend approval of the request with the condition the applicant continue
25 to use their best efforts to fill the landscaping buffer gap between the proposed play equipment and the
26 adjacent home located along the west property line of the school property. The motion was seconded by
27 Ms. Casale MacNally. A vote was taken and the motion unanimously passed, 4 to 0:

28 AYES: Casale MacNally, Handler, Vender, Weigandt

29 NAYS: None

30
31 **Case No. 22-10-V: 379 Rosewood Avenue: An application submitted by 379 Rosewood Avenue, LLC**
32 **seeking approval of zoning variations to allow retention of an existing garage bay on the existing**
33 **residence as part of a construction project at 379 Rosewood Avenue. The requested zoning variations**
34 **would permit the improvements to: (i) exceed the maximum permitted roofed lot coverage, (ii) provide**
35 **less than the minimum required side yard setback from the north property line and (iii) provide an**
36 **unarticulated north side building wall more than 40 feet in length. The Zoning Board of Appeals has**
37 **final jurisdiction on this request.**

38
39 Ms. Klaassen stated there are current renovations underway at the property with the applicant seeking
40 the requested variations. She identified the property's location and zoning classification and noted the
41 residence was built in 1996. Ms. Klaassen identified the renovations and removal of portions of the
42 existing residence in connection with the current renovation. She then referred to the property's photos
43 and identified the area to be removed as well as the maximum roofed lot coverage. Ms. Klaassen noted
44 the existing residence is nonconforming with regard to the north side yard setback, the total side yard
45 requirement, and the required building line articulation. She referred to illustrations of the additions
46 under construction and the existing unarticulated building side wall which predated the current
47 articulation requirement. She noted no public correspondence was received relating to the request and

1 that draft resolutions are provided on page no. 27 and 45 of the staff report for the Board's consideration.
2 Ms. Klaassen then asked if there were any questions.

3
4 Mr. Weigandt asked for further explanation of the requested variation for building line articulation, which
5 Ms. Klaassen provided to the Board noting building line articulation is intended to limit side building walls
6 being longer than 40 feet. No additional questions were raised at this time.

7
8 Chairperson Handler swore in those speaking to this matter. Michael Graham of Liederbach & Graham
9 introduced himself to the Board and described the request as modest. He then stated the home is being
10 modernized to meet the needs of today's family and further described the work being done to the home.
11 Mr. Graham then stated with regard to the timeline, if the home were built a few years earlier, it would
12 be compliant with zoning regulations. He also stated they are under FAR and impermeable lot coverage
13 requirements and noted if the home were torn down and a new home built, it could be 1,700 square feet
14 larger. Mr. Graham stated with regard to the garage, he identified a portion which is screened from view
15 with ¾ of the garage stall being affected.

16
17 Mr. Weigandt asked the applicant to confirm if they received approval and began construction and
18 realized the home was noncompliant in terms of the 27% variance. Mr. Graham confirmed that is correct
19 noting the approved plans removed a garage bay. Mr. Graham then stated with regard to hardship, since
20 the home is located in the flood plain, they are not allowed to have a basement.

21
22 Chairperson Handler asked if there were any other questions or public comment. No additional questions
23 or comments were made at this time. She then called the matter in for discussion.

24
25 Mr. Vender stated he is in favor of the request and that the request would allow the home to remain
26 which would serve to function for the young family. Ms. Casale MacNally stated the owners are doing
27 exactly what the Village wants to encourage and that the request is de minimus. She stated she is in
28 support and referred to the alternative of tearing down the home and the effect on the neighbors. Mr.
29 Weigandt and Chairperson Handler stated they are also in favor of the request.

30
31 Chairperson Handler then asked for a motion. Mr. Weigandt moved to approve the request as indicated
32 on page no. 27 of the staff report. Ms. Casale MacNally seconded the motion. A vote was taken and the
33 motion unanimously passed, 4 to 0:

34 AYES: Casale MacNally, Handler, Vender, Weigandt

35 NAYS: None

36
37 **New Business.**

38 a. April 11, 2022 Meeting – Quorum Check.

39 The Commission Members discussed their availability.

40
41 **Public Comment.**

42 No comments were made at this time.

43
44 **Adjournment:**

45 A motion to adjourn was made by Ms. Casale MacNally and seconded by Mr. Weigandt. A vote was taken
46 and the motion unanimously passed, 4 to 0:

47 AYES: Casale MacNally, Handler, Vender, Weigandt

48 NAYS: None

1 The meeting adjourned at 8:40 p.m.
2
3 Respectfully submitted,
4
5 Antionette Johnson
6 Recording Secretary

DRAFT



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: ZONING BOARD OF APPEALS
FROM: ANN KLAASSEN, SENIOR PLANNER
DATE: JUNE 8, 2022
SUBJECT: 564 GREEN BAY ROAD - NEW MIXED-USE BUILDING - SPECIAL USE PERMIT (CASE NO. 22-03-SU)

INTRODUCTION

On June 13, 2022, the Zoning Board of Appeals (ZBA) is scheduled to hold a public hearing on an application submitted by 564 Green Bay Road, LLC (the "Applicant"), as the owner of the property located at 564 Green Bay Road (the "Subject Property"). The Applicant is proposing construction of a new three-story mixed-use building with a roof top deck on the Subject Property and requests approval of the following relief:

1. Approval of a **Special Use Permit** to allow off-street parking at street-level along the alley on the Subject Property; and
2. Approval of the following **zoning variations**:
 - a. Rear Yard Setback of 3 feet from the west property line, whereas a minimum of 10 feet is required, a variation of 7 feet (70%) [Section 17.46.030 Lot area and density]; and
 - b. Off-street parking spaces for two vehicles, whereas a minimum of three parking spaces are required for the residential units, a variation of one parking space (33.33%) [Section 17.46.110 Off-street parking].

A sign has been posted on the Subject Property indicating the time and date of the ZBA public hearing. A mailed notice has been sent to property owners within 250 feet of the Subject Property, in compliance with the Zoning Ordinance. The hearing was properly noticed in the *Winnetka Talk* on May 26, 2022. As of the date of this memo, staff has received two written comments from the public regarding this application. The comments are provided in Attachment F of this report.

As will be discussed later in this report, the Applicant has also submitted an application for a Certificate of Appropriateness for the proposed development. The Design Review Board (DRB) considered the request on May 19, 2022 and continued the application until the next DRB meeting in June. Additionally, the Applicant has submitted a demolition permit that was approved without delay by the Landmark Preservation Commission on April 4, 2022. Lastly, the Plan Commission considered the special use permit at a special meeting on May 23, 2022 and voted unanimously to recommend approval of the special use permit to allow off-street parking at street-level along the alley.

The Village Council has final jurisdiction on this request as only the Council has the authority to grant (i) a Special Use Permit; and (ii) any variation for a new principal building.

PROPERTY DESCRIPTION

The Subject Property, which consists of approximately 0.05 acres (2,512 square feet), is located on the west side of Green Bay Road, between Elm and Spruce Streets. Because the lot area is less than 10,000 square feet, redevelopment of the Subject Property does not require approval of a planned development, nor may the Applicant request planned development approval. The Subject Property contains an existing two-story commercial building that previously housed the *French Institute of the North Shore*. Figures 1 through 4 below and on the following page identify the Subject Property. The Subject Property is located one-half block north of the Metra Winnetka train stop as well as along a Pace bus route that runs along Green Bay Road and near a Pace bus route that runs along Elm Street.



Figure 1 – Aerial Map



Figure 2 – Subject Property – Existing Front Building Elevation



Figure 3 – Subject Property – Existing Rear Building Elevation



Figure 4 – Subject Property with Neighboring Properties

The Land Use Map of the 2020 Comprehensive Plan designates the Subject Property as appropriate for “Mixed Use” development. The Subject Property is located in a commercial area with offices, restaurants and other commercial uses in the immediate vicinity. The Land Use Plan Map designates the properties to the north, south, and west as appropriate for “Mixed Use” and the property to the east, across Green Bay Road and along the Union Pacific Railroad, as appropriate for “Park / Open Space” (see Figure 5).

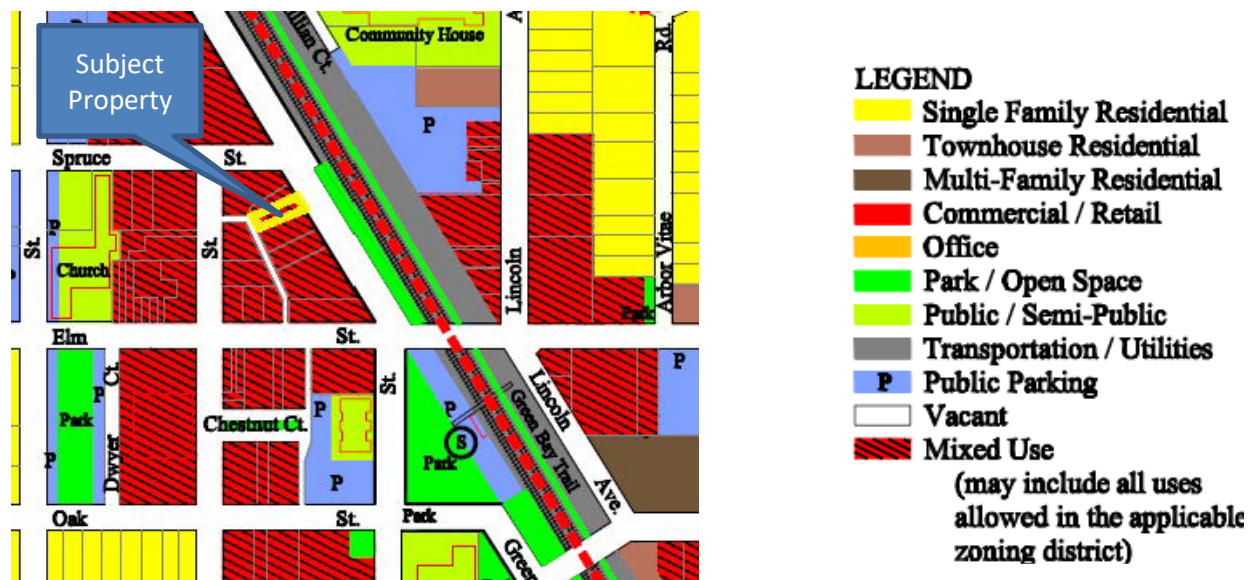


Figure 5 – Comprehensive Plan Land Use Map

The Subject Property is zoned C-2 General Retail Commercial, and it is bordered by C-2 General Retail Commercial to the north, south, and west. The properties to the west are also located within the C-2 Commercial Overlay District (see Figure 6).

The proposed use of the Subject Property as mixed-use is consistent with the Comprehensive Plan Land Use Map and the property’s commercial zoning classification. Along Green Bay Road to the north there is a mixed-use building and a restaurant. To the south of the Subject Property is an office building and a mixed-use building. The Subject Property is served by a public alley along the west property line. To the west of the alley is a commercial building (see Attachment E for photographs). The C-2 District allows buildings with dwelling units above the ground floor in a commercial building. The proposed building on the Subject Property would contain commercial space on the basement and ground floor levels and a total of two residential units on the second and third floor levels.

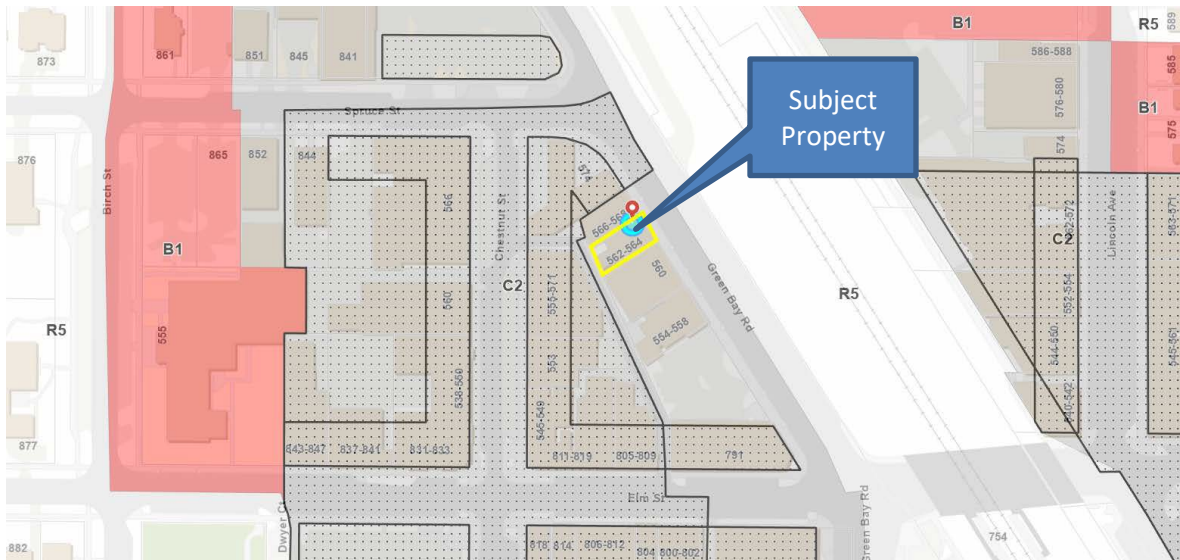


Figure 6 – Zoning Map

PROPERTY HISTORY AND PREVIOUS ZONING APPLICATIONS

The original building on the Subject Property was constructed in 1927. Subsequent building permits were issued in:

1. 1956 to remodel the two-story commercial store front;
2. 2000 to apply a new façade to the commercial building; and
3. 2007 to construct an addition to the commercial building.

Other minor permits have been issued over the last several years. The Applicant acquired the property in December 2021. There is one previous zoning case on file for the Subject Property:

1. In 1927, ZBA Case No. 318 was approved for a rear yard setback variation to allow construction of the existing building.

PROPOSED PLAN

The proposed development of the Subject Property consists of a three-story building with one commercial unit consisting of the ground floor and the basement level. The commercial space would be occupied by Engel & Völkers. Currently, Engel & Völkers is occupying second floor office space in the Laundry Mall at 566 Chestnut Street. If the proposed development is approved, Engel & Völkers would relocate to the Subject Property.

Two single-level two-bedroom residential units measuring approximately 1,405 square feet are also proposed; one on the second floor and one on the third floor. A roof top deck is proposed to provide outdoor space for the tenants. A wood trellis, covering approximately one-third of the roof top deck is also proposed. The air conditioning compressors would be located on the roof behind the stairwell, towards the rear of the building, concealed from street view. The plans identify the refuse and recycling containers located within the garage.

The proposed building would have enclosed parking at the rear of the building, accessed from the alley. The garage would be located on the ground floor level, behind the commercial space, and would accommodate two vehicles. The plan also includes installation of a parking lift above one of the ground floor parking spaces, to provide parking for one additional vehicle.

Excerpts of the proposed site plan, floor plans, and building elevations of the proposed development are provided below and on the following pages as Figures 7 through 13. The complete set of plans are provided in the application materials (Attachment B).

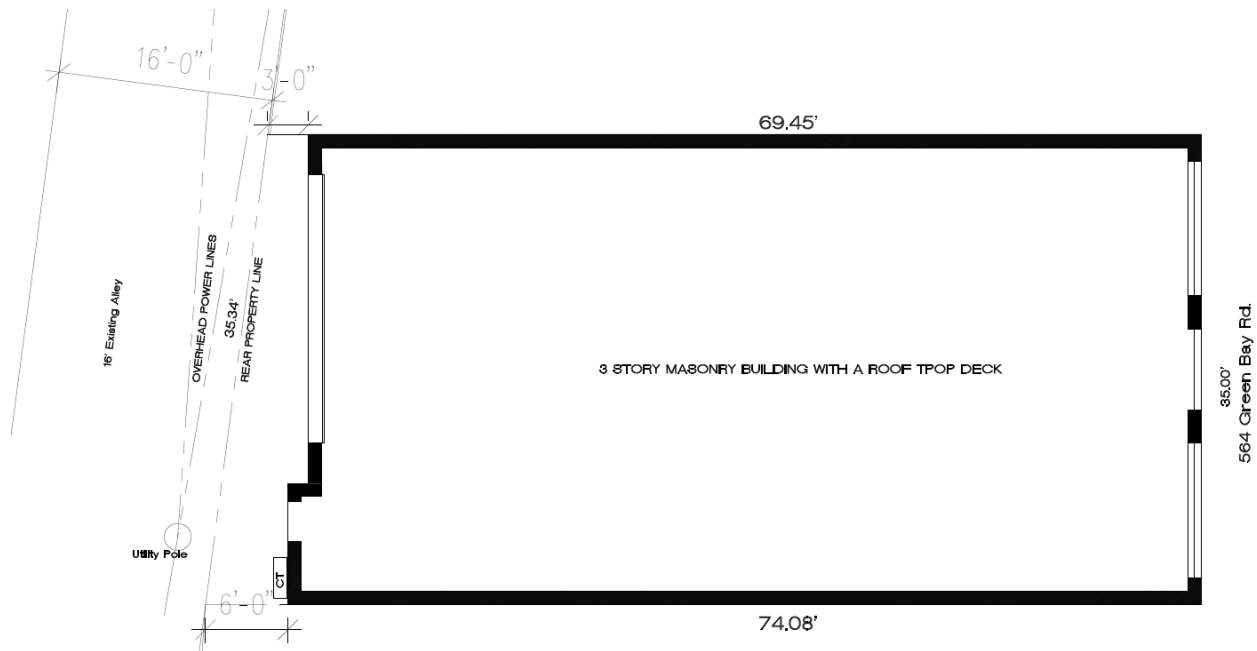


Figure 7 – Site Plan

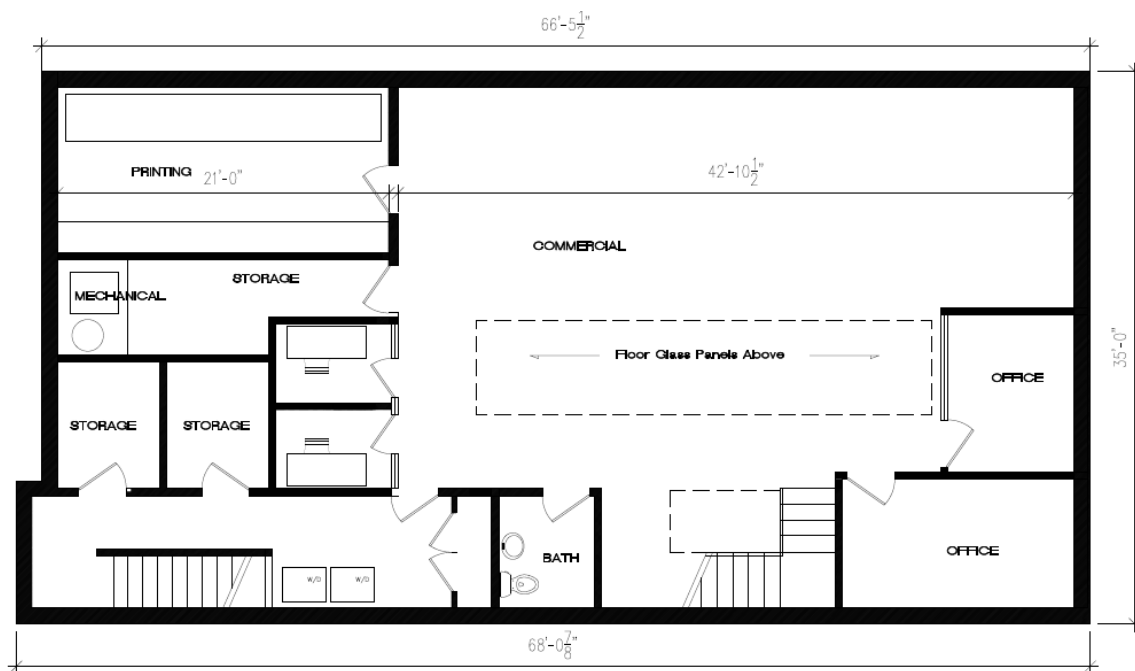


Figure 8 – Basement Floor Plan

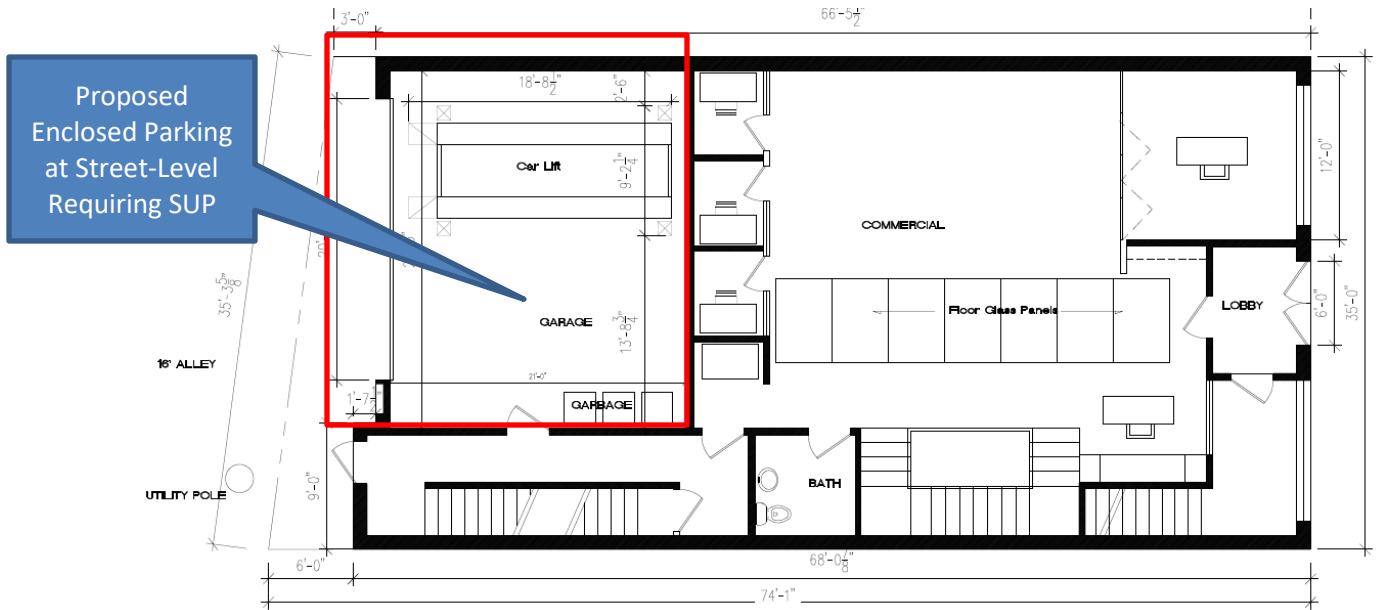


Figure 9 – First Floor Plan

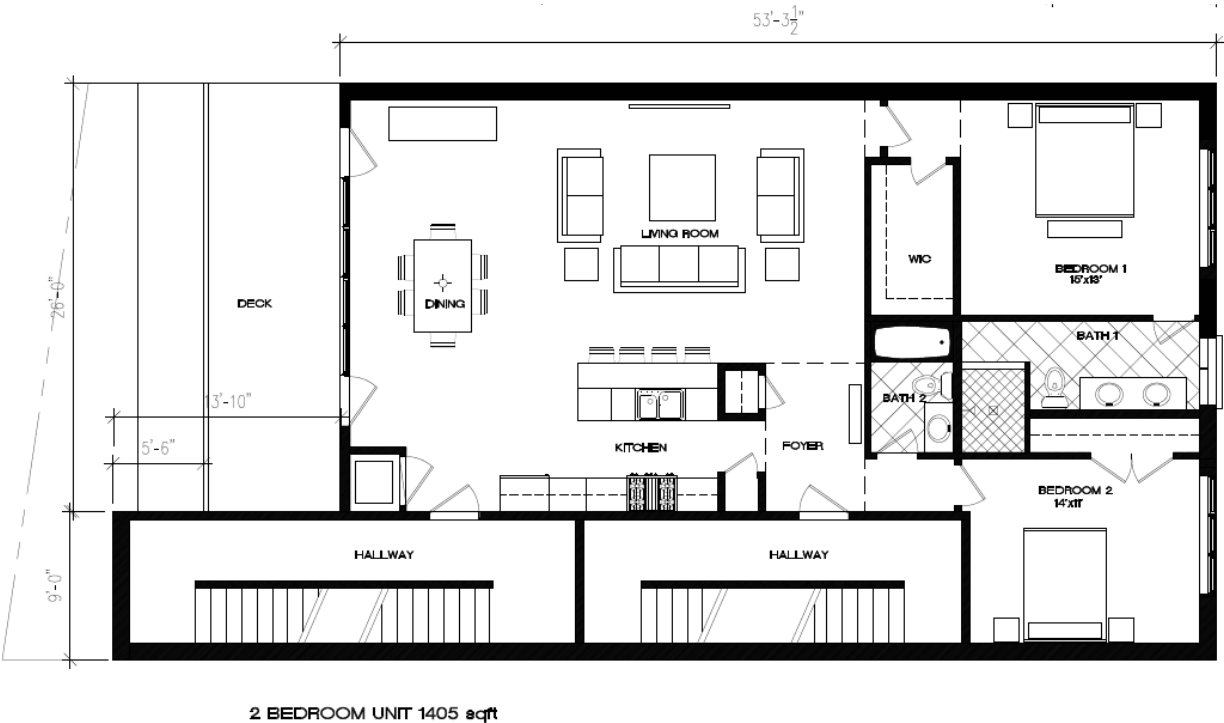


Figure 10 – Second and Third Floor Plan

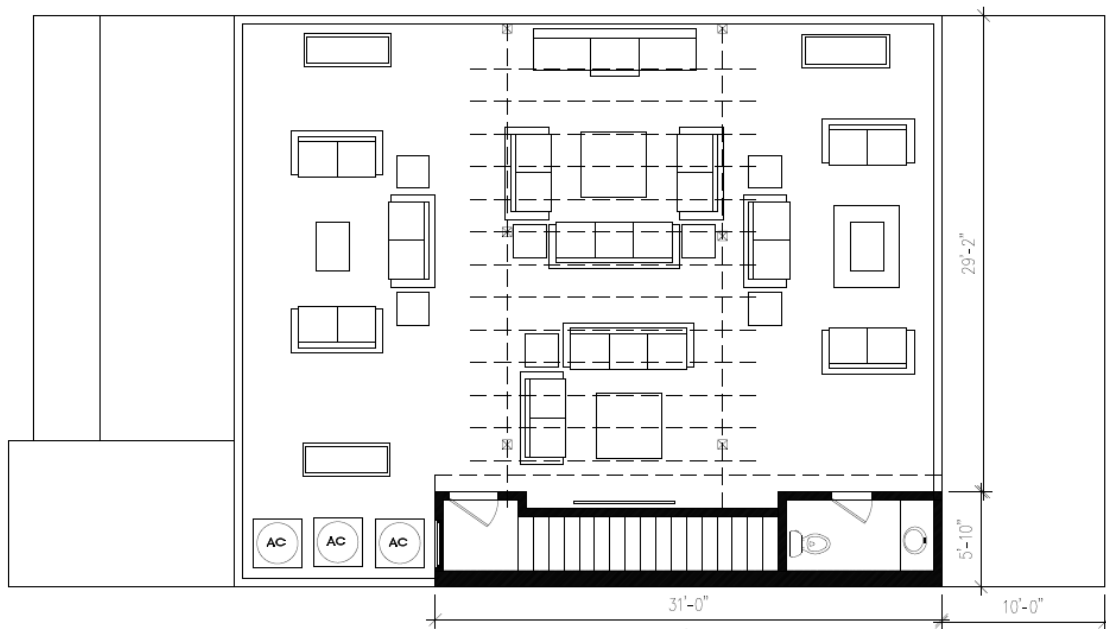


Figure 11 – Roof Top Deck

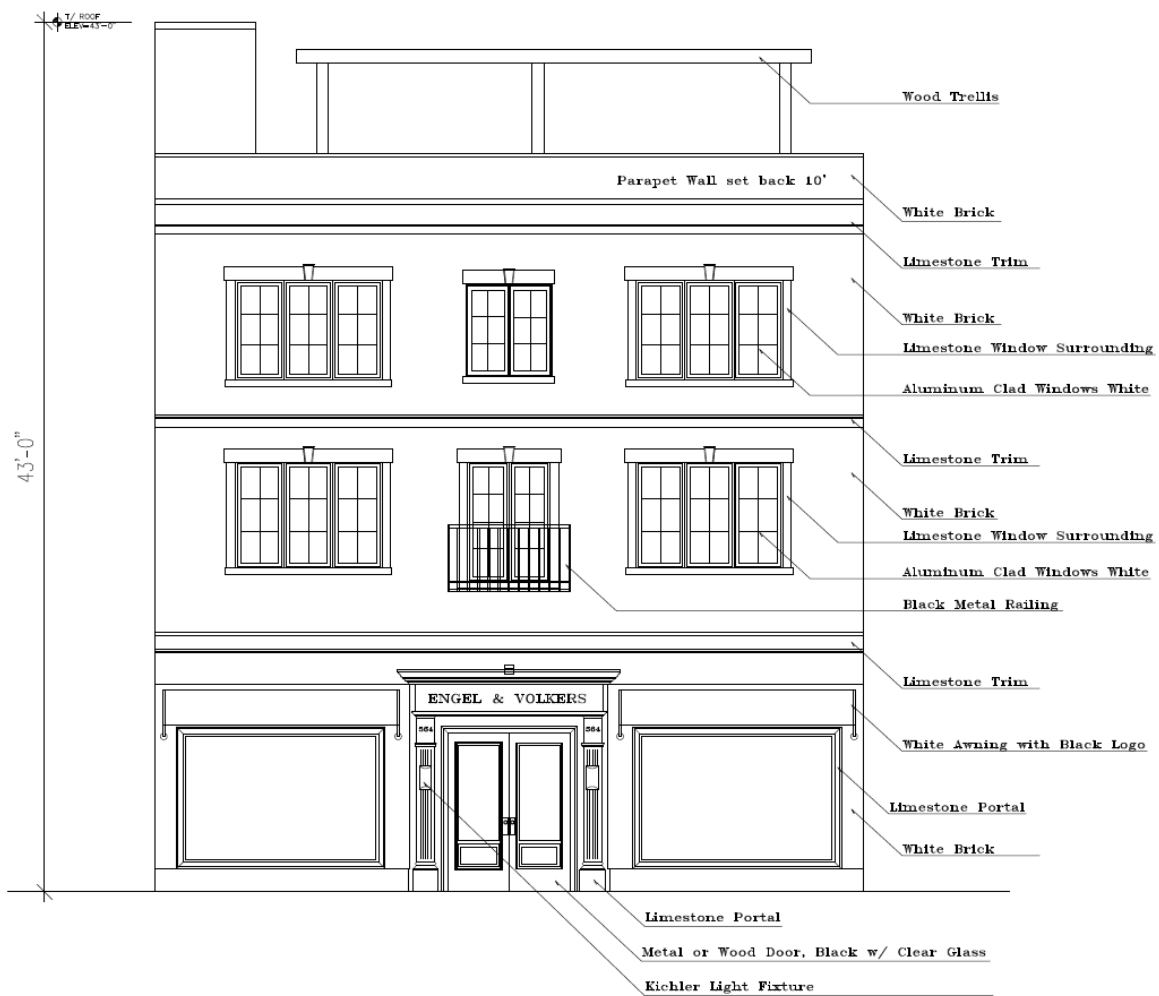


Figure 12 – Front Building Elevation – Green Bay Road



Figure 13 – Rear Building Elevation – Public Alley

Given the entire Subject Property is currently covered with an impermeable surface, no stormwater detention is required. Figure 14 below represents the Subject Property's proximity to the floodplain; the cyan represents the 100-year flood area.

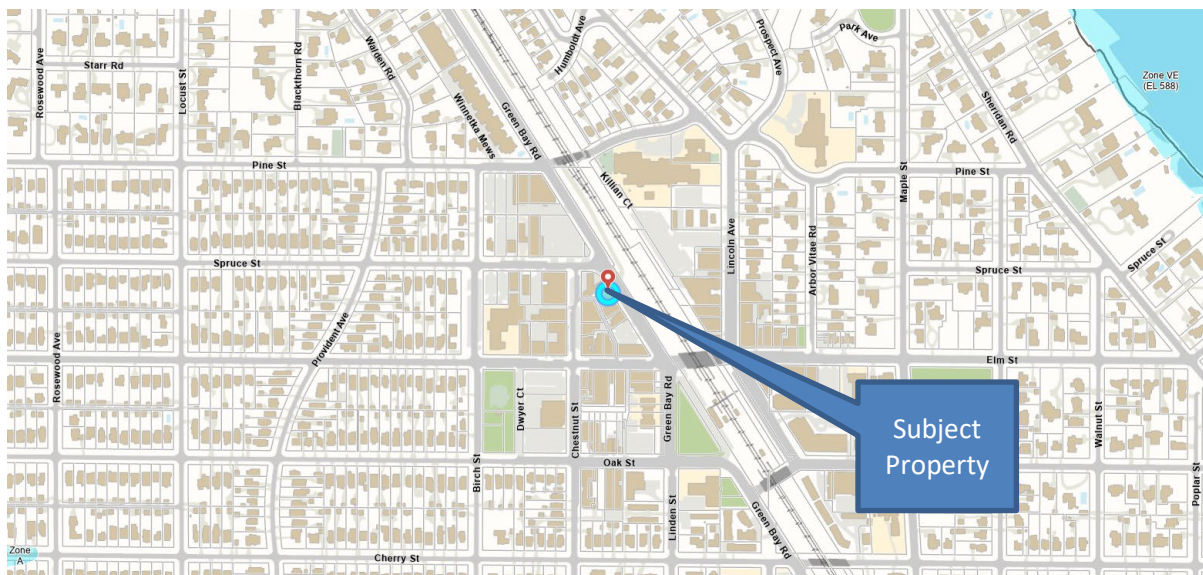


Figure 14 - GIS Floodplain Map

REQUESTED ZONING RELIEF

The attached zoning matrix highlights the proposed development's compliance with the C-2 zoning district (Attachment A). In addition to the special use permit being requested, two zoning variations are being requested to allow the development on the Subject Property, the variations are: (1) rear yard setback; and (2) off-street parking. Please note, the gross floor area and lot coverage limitations that apply to properties located in the residential zoning districts do not apply to properties located in the commercial zoning districts. Rather, the density regulations that apply to commercial properties are limited to setbacks and building height limitations.

Rear Yard Setback (alley). A rear yard setback of 10 feet is required from the west property line along the public alley. The proposed building would provide a setback of 3 feet, which requires a variation of 7 feet (70%). Due to the angle of the rear lot line, the proposed rear yard setback increases to 6 feet at the southwest corner of the building.

Off-Street Parking. The proposed residential units on the second and third floor would both have two bedrooms. The Zoning Ordinance requires a minimum of 1½ parking spaces per two-bedroom unit. Therefore, the proposed development requires three off-street parking spaces for the residential units. The proposed garage would provide two at-grade parking spaces and a parking lift over one of these spaces to accommodate a third vehicle. The Zoning Ordinance does not contemplate the use of a lift to meet the off-street parking space requirement; therefore, a variation of one parking space (33.33%) is required. Regarding the proposed commercial space, off-street parking is only required for new commercial space when the total gross floor area is 2,500 square feet or more. The gross floor area calculation for required parking excludes floor area for such items as storage, mechanical equipment rooms, rest rooms, common area elements, and hallways. Off-street parking is not required for the commercial space since the total area of the commercial space at both the ground floor and basement levels is less than 2,500 square feet of gross floor area.

Special Use – Location of Off-Street Parking: In order to encourage below-grade parking, which is allowed by right, the Zoning Ordinance requires off-street parking located at street-level to receive approval of a special use permit. As previously noted, the proposed parking would be provided on the ground floor level at the rear of the building accessed from the public alley.

CONSIDERATION BY OTHER ADVISORY BOARDS/COMMISSIONS

As previously noted, the Design Review Board (DRB) considered a Certificate of Appropriateness for the proposed development on May 19, 2022. The DRB found the general design in keeping with the Design Guidelines; however, the DRB found the application was missing details regarding the windows, railings, grout, etc. that could have significant impact on the design of a white brick building. Therefore, the request was continued to the June DRB meeting to provide the Applicant time to respond.

The Plan Commission considered the special use permit on May 23, 2022. After hearing from the Applicant and two members of the public, the Commission discussed the request and the parking lift the Applicant is proposing to accommodate a third vehicle. Given the location of the proposed building in relation to the existing alley, Commissioners suggested that the parking lift be eliminated from the plans to avoid any additional congestion in the public alley that may be caused during the use of the parking lift. Ultimately, the Commission voted unanimously to recommend approval of the special use permit request as presented.

BOARD CONSIDERATION

The Subject Property is located in the C-2 General Retail Commercial District; however, it is important to note that the Subject Property is not located within the Commercial Overlay District. Therefore, the proposed real estate office of Engel & Völkers on the Subject Property, is permitted by right and does not require approval of a special use permit.

The request before the Board is the special use to allow off-street parking at street-level, as well as the zoning variations. The Board is charged with evaluating Special Uses for consistency with the six standards for granting special use permits. In addition to responding to the standards used for the evaluation of special uses, the Applicant has provided a parking study prepared by Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA), dated April 29, 2022, (Attachment C). KLOA made the following conclusions in its study:

1. The proposed site will provide three parking spaces on site on the west side of the building dedicated to the tenants of the apartment units, which will meet the Village of Winnetka zoning ordinance requirements and the projected peak parking demand.
2. On a typical day, Engel & Völkers will have an hourly parking demand of seven spaces for the employees and advisors. Given the proposed hours of operation and timed parking restrictions for on and off-street parking locations in the area, advisors/employees should obtain Zone A Business Employee Parking Permits. The existing Zone A business employee parking locations in the area will be adequate in accommodating the parking demand for advisors/employees on a typical day.
3. On a typical day, Engel & Völkers will have a peak hourly parking demand of one client and the existing on and off-street parking locations will be adequate in accommodating the parking demand for clients.
4. On an all-staff meeting day, which occurs once a month, Engel & Völkers will have a peak parking demand of 10 advisors/employees which will occur at 9am and 10am. The existing on and off-street parking locations will be adequate in accommodating the parking demand for these meetings. After 10am, the hourly parking demand will reflect that of a typical day.

Director of Engineering/Village Engineer, James Bernahl, evaluated the parking study by KLOA and had the following comments and suggestions; his complete memo is included in this report as Attachment D:

1. Mr. Bernahl concurs with the findings that permitting this special use will not result in impairment of parking within the West Elm Street Business District.
2. It should be noted that the KLOA conclusions inaccurately state the proposed parking spaces will meet the Village Zoning Ordinance requirements, as the Zoning Ordinance does not recognize the one proposed lift parking space as complying with the off-street parking requirement.
3. It should also be reinforced that the full-time employees and advisors will be limited to the Zone A Business Employee Parking Permit locations.
4. Additionally, the Zone A Business Employee Parking Permits are limited to one vehicle (single user), so each employee and all advisors will be required to secure their own permit.

FINDINGS

In the attached application materials submitted by the Applicant, the Applicant has provided a statement of justification regarding how the requested Special Use Permit and variations meet the standards for granting the requested Special Use Permit and zoning variations. Does the ZBA find that the requested

Special Use Permit and variations meet the standards for granting such special use and variations; and if so, is the ZBA prepared to make a recommendation to the Village Council regarding the requested relief? If so, a ZBA member may wish to make a motion recommending approval or recommending denial based upon the following:

Move to recommend **approval [denial]** of the requested special use to allow off-street parking at street-level along the alley and the following zoning variations: (1) rear yard setback; and (2) off-street parking to allow a construction of a three-story mixed-use building with a roof top deck on the Subject Property, based on evidence in the record, or a public document, and upon the following findings of fact:

1. The proposed three-story mixed-use building with enclosed off-street parking at street-level is consistent with the Standards for the granting of Special Use Permits, as follows:
 - a. That 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;
 - b. That 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;
 - c. That the establishment of the 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;
 - d. That adequate measures have been or will be taken to provide ingress and egress in a manner which minimizes pedestrian and vehicular traffic congestion in the public ways;
 - e. That adequate parking, utilities, access roads, drainage and other facilities necessary to the operation of the special use exist or are to be provided; and
 - f. That the special use in all other respects conforms to the applicable regulations of this and other Village ordinances and codes.
2. The requested zoning variations to allow:
 - a. Rear Yard Setback of 3 feet from the west property line, whereas a minimum of 10 feet is required, a variation of 7 feet (70%) [Section 17.46.030 Lot area and density]; and
 - b. Off-street parking spaces for two vehicles, whereas a minimum of three parking spaces are required for the residential units, a variation of one parking space (33.33%) [Section 17.46.110 Off-street parking].

are **in harmony [not in harmony]** with the general purpose and intent of the Zoning Ordinance and that each of the following eight standards on which evidence is required pursuant to Section 17.60.050 of this Code **have been met [have not been met]**:

1. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by regulations in that zone.

2. The plight of the owner is due to unique circumstances. Such circumstances must be associated with the characteristics of the property in question, rather than being related to the occupants.
3. The variation, if granted, will not alter the essential character of the locality.
4. An adequate supply of light and air to the adjacent property will not be impaired.
5. The hazard from fire and other damages to the property will not be increased.
6. The taxable value of the land and buildings throughout the Village will not diminish.
7. The congestion in the public street will not increase.
8. The public health, safety, comfort, morals, and welfare of the inhabitants of the Village will not otherwise be impaired.

[The special use for the off-street parking at street-level along the alley and the requested variations for the proposed three-story mixed-use building with a roof top deck should only be approved subject to the following conditions...]

ATTACHMENTS

Attachment A: Zoning Matrix

Attachment B: Application Materials

Attachment C: Parking Study prepared by KLOA (submitted by Applicant)

Attachment D: Village Engineer Bernahl May 9, 2022, Memo

Attachment E: Photographs of Area Properties

Attachment F: Public Correspondence

ATTACHMENT A

ZONING MATRIX

ADDRESS: 564 Green Bay Road

CASE NO: 22-03-SU

ZONING: C-2

ITEM	MIN/MAX REQUIREMENT	EXISTING	PROPOSED	DIFFERENCE BETWEEN PROPOSED & EXISTING	ZONING CODE COMPLIANCE (1)
Min. Lot Size	N/A	2,512 SF	N/A	N/A	OK
Min. Average Lot Width	N/A	33.91 FT	N/A	N/A	OK
Min. Lot Depth	N/A	69.45 FT	N/A	N/A	OK
Min./Max. Front Yard (Green Bay/East)	0 FT/3 FT	0 FT	0 FT	0 FT	OK
Min. Side Yard (2)	0 FT	0 FT	0 FT	0 FT	OK
Min. Rear Yard (Public Alley/West)	10 FT	1.9 FT	3 FT	1.1 FT	7 FEET (70%) VARIATION
Off-Street Parking	3 Spaces (3)	0	2	2	1 SPACE (33.33%) VARIATION
Max. Building Height	45 FT/4-Stories	25.41 FT/2-Stories	43 FT/3-Stories	17.59 FT/1-Story	OK

NOTES:

- (1) Variation amount is the difference between proposed and requirement.
- (2) A side yard is not required, but where a side yard is provided, it must be a minimum of 3 feet.
- (3) A minimum of 1.5 parking spaces per two-bedroom unit is required. The proposed development requires 3 off-street parking spaces for the residential units. Parking is not required for the proposed commercial space.

ATTACHMENT B

Village of Winnetka
SPECIAL USE PERMIT APPLICATION

VILLAGE OF WINNETKA, ILLINOIS
DEPARTMENT OF COMMUNITY DEVELOPMENT

SPECIAL USE PERMIT APPLICATION

Case No. 22-03-SU

Property Information

Site Address: 564 Green Bay Rd

Applicant Information

Name: 564 Green Bay LLC

Primary Contact: Bohdan Kaminski

Address: 446 Central Ave. s 100

City, State, ZIP: Northfield IL 60093

Phone No. 847 807 8002

Email: bohdan@kArchitectsLtd.com

Architect Information

Name: Kaminski Architects Ltd

Primary Contact: Bohdan Kaminski

Address: 446 Central Ave. s 100

City, State, ZIP: Northfield IL 60093

Phone No. 847 807 8002

Email: bohdan@kArchitectsLtd.com

Owner Information

Name: 564 Green Bay LLC

Primary Contact: Paul E Lazarre

Address: 2401 N Clark St.

City, State, ZIP: Chicago IL 60614

Phone No. 847 274 6898

Email: paul.lazarre@evrealestate.com

Attorney Information

Name: Howard & Howard

Primary Contact: Leo G. Aubel

Address: 200 S Michigan Ave s 1100

City, State, Zip: Chicago IL 60604

Phone No. 312 456 3663

Email: lga@h2law.com

Applicant Signature: [REDACTED]

Date: 12/30/2021

Property Owner Signature: [REDACTED]

Date: 12/30/2021

Printed Name of Owner: 564 Green Bay LLC

Our proposed plans for 564 Green Bay Road include a beautiful retail shop on the ground floor, and a 1,405 square foot luxury apartment on the second and third floors. The building's architecture is designed to comply with Winnetka's village-wide character and to encourage local live, work and play. A communal roof deck will offer additional outdoor space for the residents. While proposed to have three parking spaces, the building is located across the street from the train station, which aligns with our goal of promoting public or alternative transportation methods.

Engel & Völkers is thrilled to be making Winnetka our permanent home in the North Shore! To be in the retail space on the ground and basement levels, our proposed shop and real estate office will be home to two full-time staff and approximately 50 real estate advisors, representing most communities in the North Shore. Our proposed floorplan has retail display cases that encourage the public to view selected homes and yachts for sale in the North Shore, around the United States and the world. The retail space has been designed to host events that engage the with community, including book signings, coffee tasting, Halloween costume parade and cookie decorating, and cardiovascular life support training.

Proposed Exterior Rendering:



Engel & Völkers Overview:

Founded in 1977 in Europe, Engel & Völkers is one of the world's leading service companies specializing in the sale and rental of premium residential property, commercial real estate, yachts, and aircrafts. With more than 800 shops worldwide, Engel & Völkers offers a professionally tailored range of services. The company is currently operating in over 30 countries on five continents.

Other Engel & Völkers shops in retail locations in North America and worldwide:



Figure 1- Santa Monica, California



Figure 2- Aspen, Colorado



Figure 3- Trier Germany



Figure 4- Spain



Re: 564 Green Bay Rd
Winnetka IL 60093

Below are the evidence and detailed explanation why the Special Use Permit should be granted:

1. Development of this building will provide a commercial space on the ground floor and one residential unit on the second and one residential unit on the third floor. Its design will be in the character of Village Center and will and will enhance the area. The new building will enhance the area. This project will not have any negative impact on public health, safety, comfort, morals, or general welfare.
2. Development of this building will not be injurious to the use and enjoyment of the property in the vicinity. As part of the development, we will be cleaning up the environmental problems found when we purchased the property. As a new construction, it will increase the values of the property in the immediate vicinity.
3. This new building will not impede the normal and orderly developments or improvements of the other property. The Special Use Permit will have no impact on any properties in town.
4. Extended and vigilant study were done to make sure there are adequate measures have been taken to provide safe ingress and egress in a manner which minimize pedestrian and vehicular traffic congestion in the public ways. Placing parking access from the back of the building eliminates crossing pedestrian walkways by parking and leaving cars.
5. The parking which will be provided in this development is more than the regulations require. The parking spaces will have existing alley access. There will be no changes to existing grade and drainage. All necessary facilities to the operation of the Special Use exists.
6. The Special Use Permit conforms to the applicable regulations of this and other Village ordinances and codes.

VILLAGE OF WINNETKA, ILLINOIS
DEPARTMENT OF COMMUNITY DEVELOPMENT

ZONING VARIATION APPLICATION

Case No. 22-03-SU

Property Information

Site Address: 564 Green Bay Rd.

Owner Information

Name: 564 Green Bay LLC

Address: 2401 N Clark Street

City, State, ZIP: Chicago IL 60614

Email: paul.lazarre@engelvoelkers.com

Primary Contact: Paul Lazarre

Phone No. 847.274.6898

Date property acquired by owner: 12/01/2021

Architect Information

Name: Kaminski Architects LTD

Primary Contact: Bohdan Kaminski

Address: 446 central Ave. s 100

City, State, ZIP: Northfield IL 60093

Phone No. 847.807.8002

Email: bohdan@kArchitectsLtd.com

Attorney Information

Name: Howard & Howard

Primary Contact: Leo G. Aubel

Address: 200 S. Michigan Ave #1100

City, State, Zip: Chicago, IL 60604

Phone No. 312-456-3663

Email: lga@h2law.com

Nature of any restrictions on property: _____

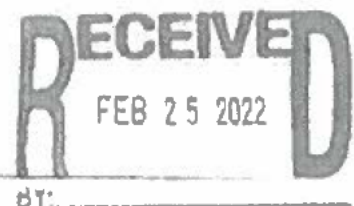
Brief explanation of variation(s) requested (attach separate sheet providing additional details): 3' on the north side and 6' on the south side rear side variation from the required 10'-0" setback +

One (1) Parking Space

Property Owner Signature: _____

Date: 12/28/2021

Page 3 of 5





April 18, 2022

Re: 564 Green Bay Rd
Winnetka IL 60093

Below are the evidence and detailed explanation why the variance should be granted:

1. To develop this property and erect a commercial space to bring benefits to the local community of the Village of Winnetka the owner must provide and comply with a parking regulation. The property's existing width and depth (35' x 69') makes it impossible to meet the existing regulations requiring underground parking. Due to the width (35') and depth (69' north side and 74' south side) of this site the underground parking is physically not possible to build. The only solution is ground (at grade) parking. This parking can be accessible either from the front (Green Bay Rd.) or the back (an existing alley). Front parking will eliminate any storefront making the commercial space infeasible and create safety hazard as the car will have to cross the sidewalk. With a standard garage depth of 21'-0" and 10' rear yard setback it will leave only 34' for commercial use including lobby and access to the floors above. This will make the ground floor extremely small.

The solution is a ground floor garage accessible from the alley with a building setback from rear property line: 3'-0" at the northwest corner and 6'-0" at the southwest corner. This solution will not impact any pedestrian traffic. To construct such at grade parking, a variance of one parking space from the parking requirement will be required. To mitigate the loss of this space, the applicant will install a parking lift (details attached) which allows one (1) additional parking space to be created. Once the lift is installed, there will be no net loss of parking spaces. If the Village Code allowed these lift spaces to be included in the parking space count, no variance would be required. However, the current code does not specifically include these lift spaces in the parking count thereby necessitating the requested parking variance. We have attached a document outlining how the lift functions and a testimonial regarding the use of a lift in a residential setting. It is safe and easy to use.

The garage has sufficient space to house the garbage cans and thus, they will be stored in the garage.

The commercial space will be used as the home of Engel and Völkers Real Estate in the North Shore. Based upon the company's current business model, few "advisors" or "agents" are on site daily.

2. This property is smaller than typical commercial parcels. At 34' wide and 69' deep lot, this size creates a unique circumstance.
3. If variation is granted, the new building will be in character with the surrounding structures.
4. Light and air supply are not impacted by this request. This variation is only for the ground floor. The 2nd and 3rd floor will comply with a Zoning Ordinance.
5. The variance will not increase the hazard from the fire and other damages.
6. The taxable value of the land and buildings in Town will not diminish.
7. This variance has no bearing on traffic and will not impact congestion in the public streets.
8. This variance will not have negative impact on the health, safety, comfort, morals or welfare of the inhabitants of the Village of Winnetka.

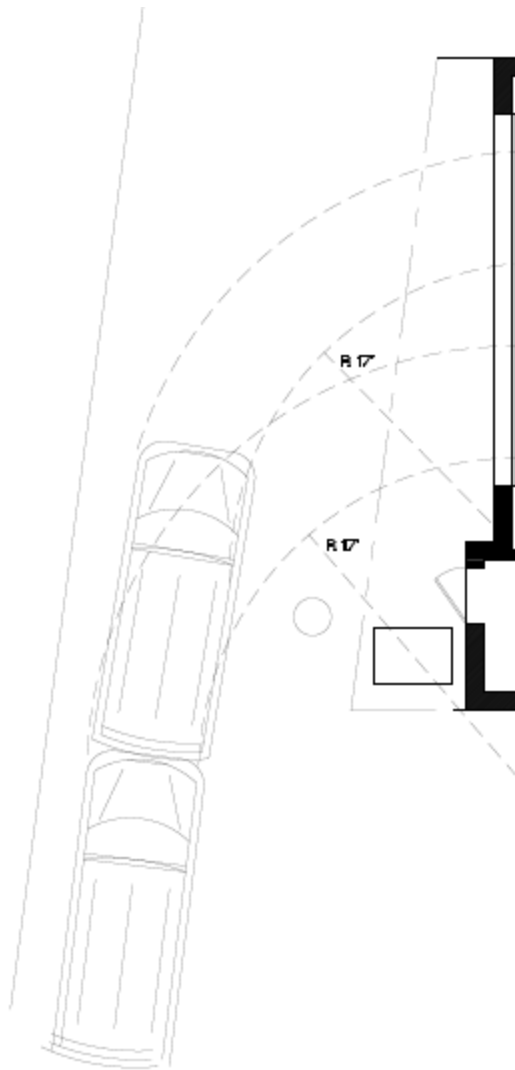
Using a Parking Lift for Proposed 564 Green Bay Road Development

March 28, 2022

There were potential concerns expressed by the Village about the safety and reliability of a parking lift, and that its use could cause blocking of the alley. We have obtained a testimonial from Joe Citow (included on page 3), who resides in Glencoe, on his experience with his lift. He confirmed the ease of use, reliability, and safety of the device.

Our intent is that the two parking spaces serviced by the lift will be leased to a single apartment tenant. The intended use of the lift is outlined below. It shows that blocking the alley will not be a problem.

1. Car will approach parking garage:



-
2. If a second car is already in the garage, it will already be raised.



-
-
3. Car will park in the space and shut the garage door behind them.



Lift Testimonial:

I have two car lifts in my current garage in Glencoe that were moved over from my previous house in Glencoe. They were purchased about 15 years ago, and at that time they cost about \$5000 each. They require no significant maintenance. They are electric powered with hydraulic fluid. They are extremely safe and reliable. They are strong enough for even the heaviest of cars and quite simple to use.

If you have any questions, please let me know.

Jon Citow
Glencoe



564 GREEN BAY RD STREET ELEVATION



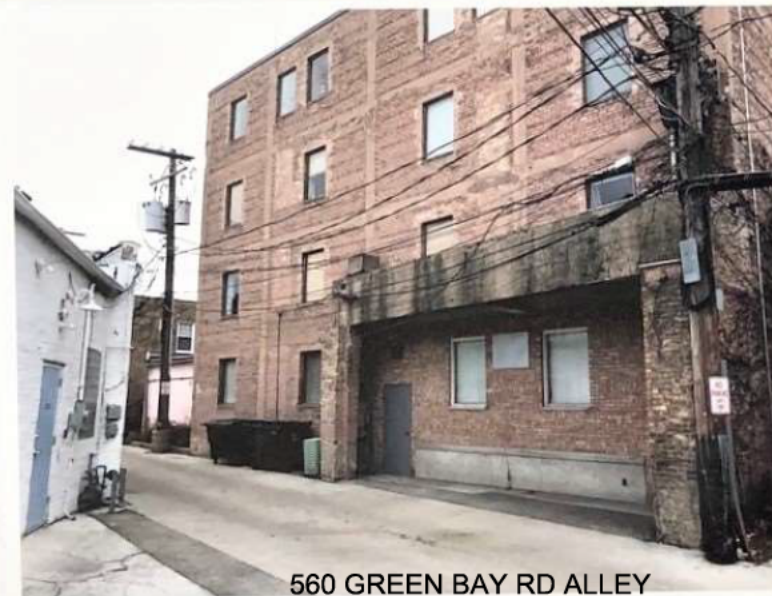
564 GREEN BAY RD ALLEY



560 GREEN BAY RD STREET ELEVATION



566 GREENBAY RD STREET ELEVATION



560 GREEN BAY RD ALLEY



566 GREEN BAY RD ALLEY

Wesley 2 Light LED Wall Light Architectural Black

452070010

SPECIFICATIONS	
Certifications/Qualifications	
Dimensions	www.ledco.com/452070010
Base Dimensions	5.5" x 4.25"
Extension	4.50"
Height	7.75" LBS
Height from center of wall opening	7.75"
Clear (Shade)	13.75"
Height	7.75"
Light Source	LED
Delivered Lumens	4000
Expected Life Span (Hours)	50,000
Lamp Included	Integrated
Light Beam	LED
Mounting Hardware	204
# of Ballast/LED Modules	2
Mounting/Installation	
Location Rating	Ind
Mounting Style	Wall Mount
Mounting Height	2.75" LBS
Photometrics	
Color Rendering Index	90
Power Consumption	20W
FEATURES/ATTRIBUTES	
Material	Aluminum
Finish	Black
Weight	1.5 lbs



ALSO IN THIS FAMILY

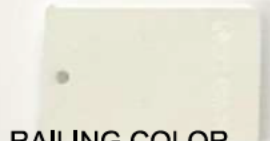
5.5" 1 Light Wall Light Textured Architectural Bronze

11077021

SPECIFICATIONS	
Certifications/Qualifications	
Dimensions	www.ledco.com/11077021
Base Dimensions	5.5" x 5.5"
Extension	5.50"
Height	5.50" LBS
Height from center of wall opening	5.50"
Clear (Shade)	5.50"
Height	5.50"
Light Source	LED
Delivered Lumens	4000
Expected Life Span (Hours)	50,000
Lamp Included	Integrated
Light Beam	LED
Mounting Hardware	204
# of Ballast/LED Modules	1
Mounting/Installation	
Location Rating	Ind
Mounting Style	Wall Mount
Mounting Height	2.75" LBS
Photometrics	
Color Rendering Index	90
Power Consumption	20W
Weight	1.5 lbs

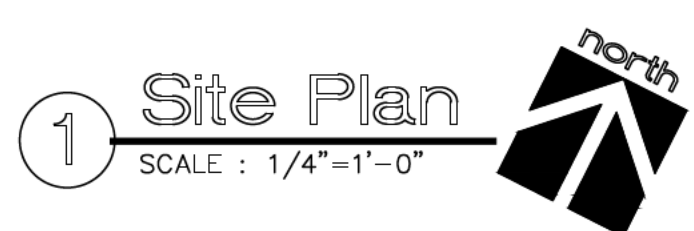


WINDOW CLADDING



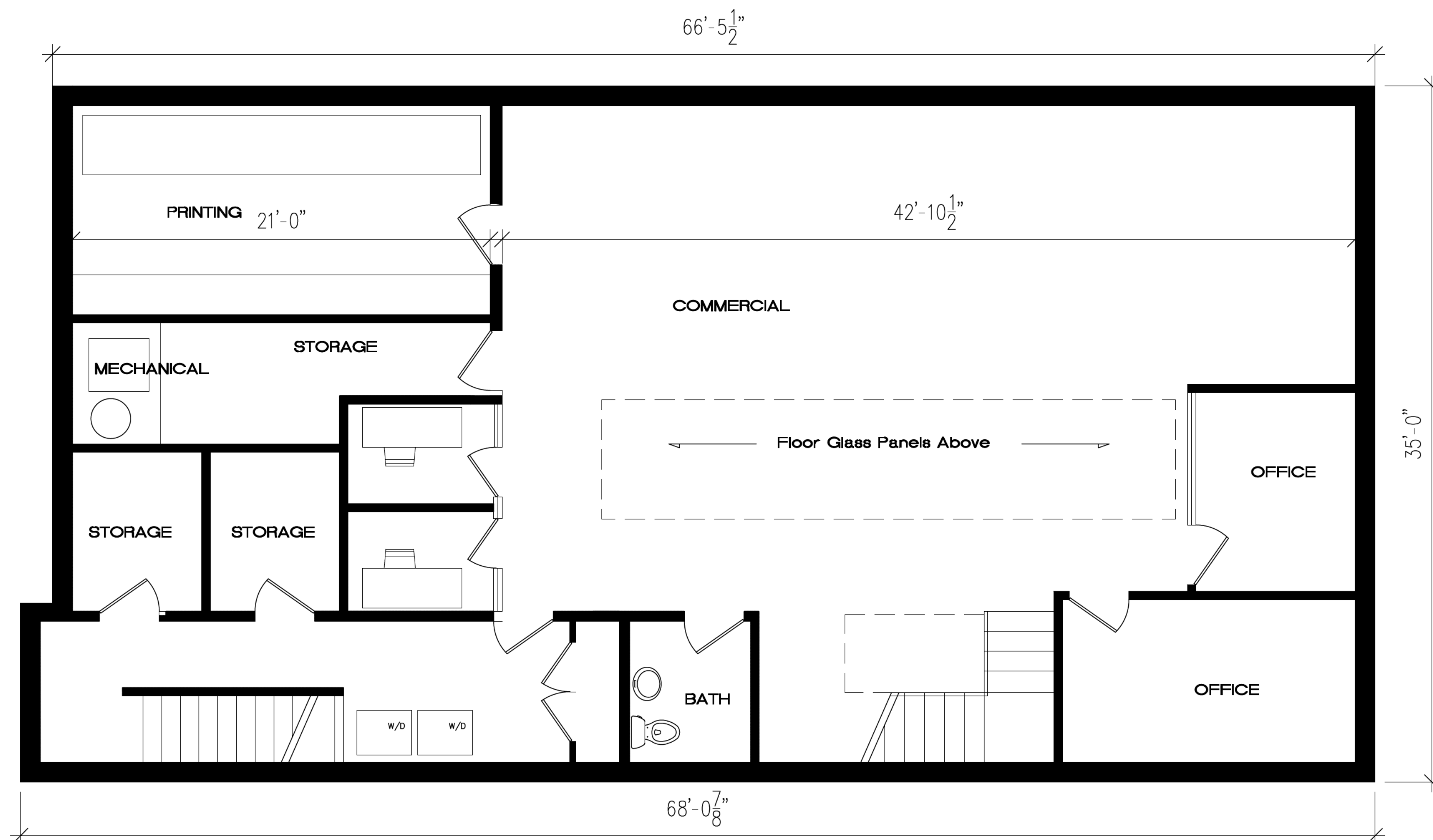
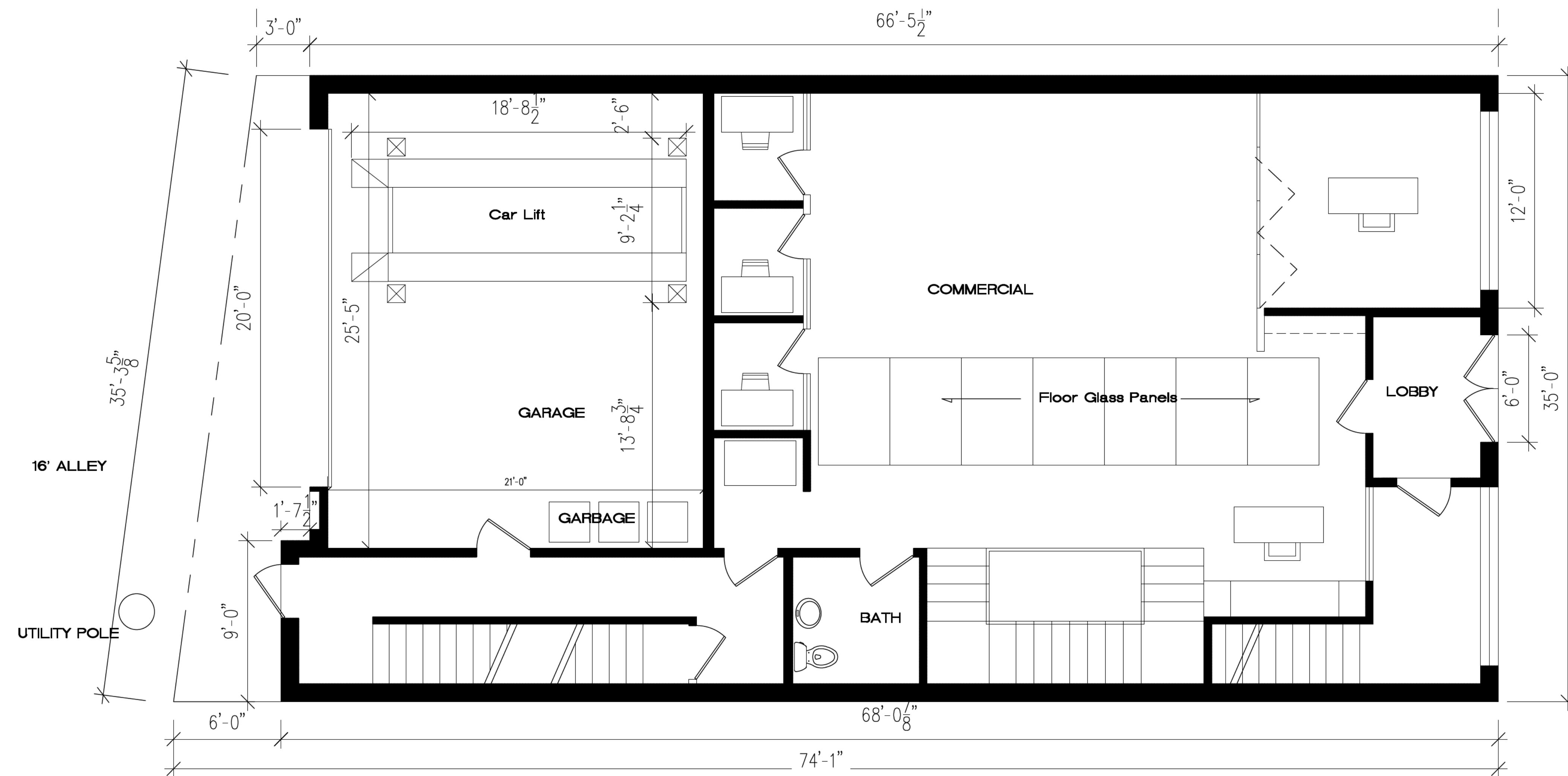
RAILING COLOR





TITLE
Site Plan

A8.1



1 1st Floor Plan
SCALE : 1/4"=1'-0"

2 Basement Floor Plan

HEREBY CERTIFY THAT THESE
DRAWINGS WERE PREPARED UNDER
MY DIRECT SUPERVISION AND TO
THE BEST OF MY KNOWLEDGE AND
BELIEF CONFORM TO ALL GOVERN-
ING CODES AND ORDINANCES.

THESE DRAWINGS, SPECIFICATIONS,
DESIGNS AND DETAILS ARE AND
SHALL REMAIN THE PROPERTY OF
AMINSKI ARCHITECTS LTD.
NO PART SHALL BE REUSED IN
ANY FORM WITHOUT THE EXPRESSED
WRITTEN PERMISSION OF
AMINSKI ARCHITECTS LTD.

WRITTEN DIMENSIONS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS ON THE JOB AND AMINSKI ARCHITECTS LTD. SHALL BE NOTIFIED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS.

BOHDAN KAMINSKI
ARCHITECT
KAMINSKI ARCHITECTS LTD.

564 Green Bay Rd.
Winnetka IL, 60093

REVISIONS

[illegible]

design by:	BK
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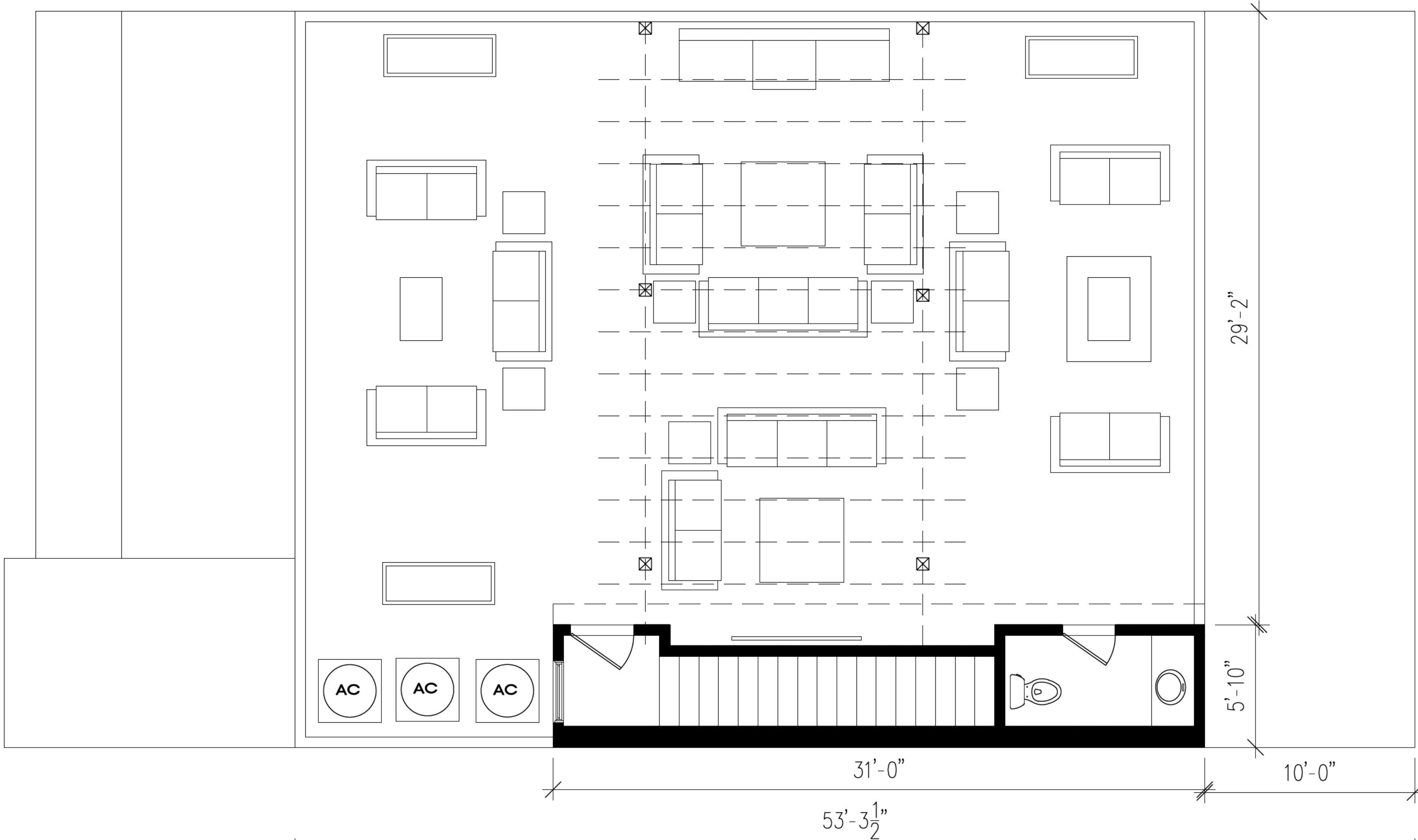
TITLE

Floor Plans

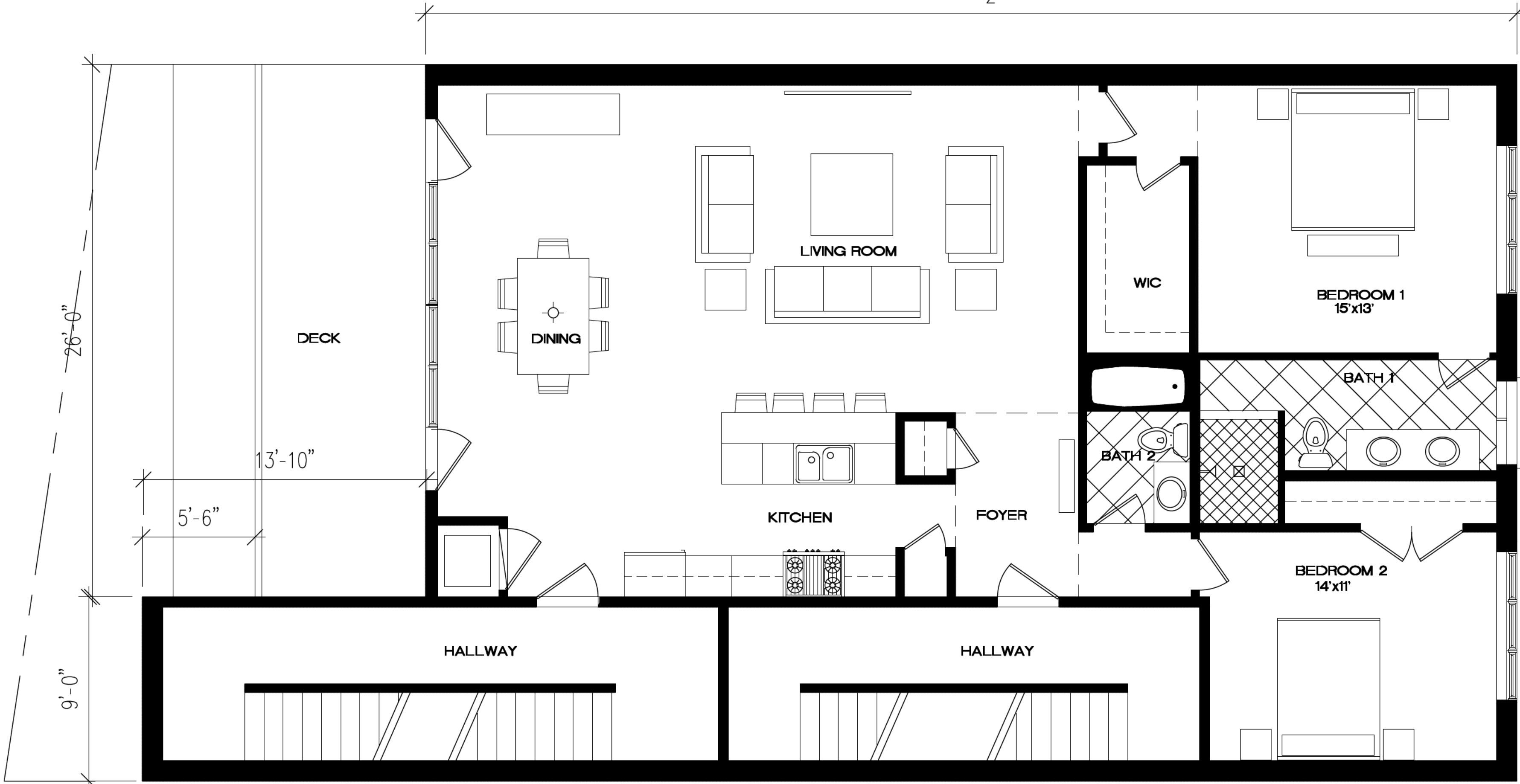
JOB # 112021

SHEET #

A8.2



2 Roof Deck
SCALE : 1/4"=1'-0"



2 BEDROOM UNIT 1405 sqft

1 2nd and 3rd Floor Plan
SCALE : 1/4"=1'-0"

I HEREBY CERTIFY THAT THESE DRAWINGS WERE PREPARED UNDER MY DIRECT SUPERVISION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF CONFORM TO ALL GOVERN-ING CODES AND ORDINANCES.

THESE DRAWINGS, SPECIFICATIONS, DESIGNS AND DETAILS ARE AND SHALL REMAIN THE PROPERTY OF KAMINSKI ARCHITECTS LTD. NO PART SHALL BE REUSED IN ANY FORM WITHOUT THE EXPRESSED WRITTEN PERMISSION OF KAMINSKI ARCHITECTS LTD.

WRITTEN DIMENSIONS SHALL HAVE PRECEDENCE OVER SCALED DIM-ENSIONS. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS ON THE JOB AND KAMINSKI ARCHITECTS LTD. SHALL BE NOTIFIED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS.

BOHDAN KAMINSKI
ARCHITECT
KAMINSKI ARCHITECTS LTD.

564 Green Bay Rd.
Winnetka IL, 60093

REVISIONS	
DATE	DESCRIPTION
04.26.22	REVISION 4

Design by: BK

TITLE
Floor Plans
Elevation

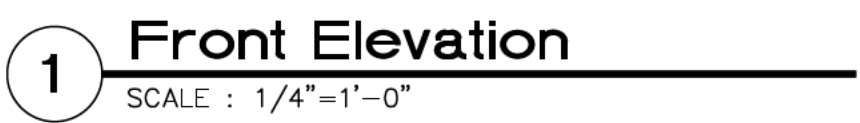
JOB # 112021
SHEET #

A8.3

564 Green Bay Rd.
Winnetka IL, 60093

TITLE
Exterior
Elevations

A8.4





564 Green Bay Rd.
Winnetka IL, 60093

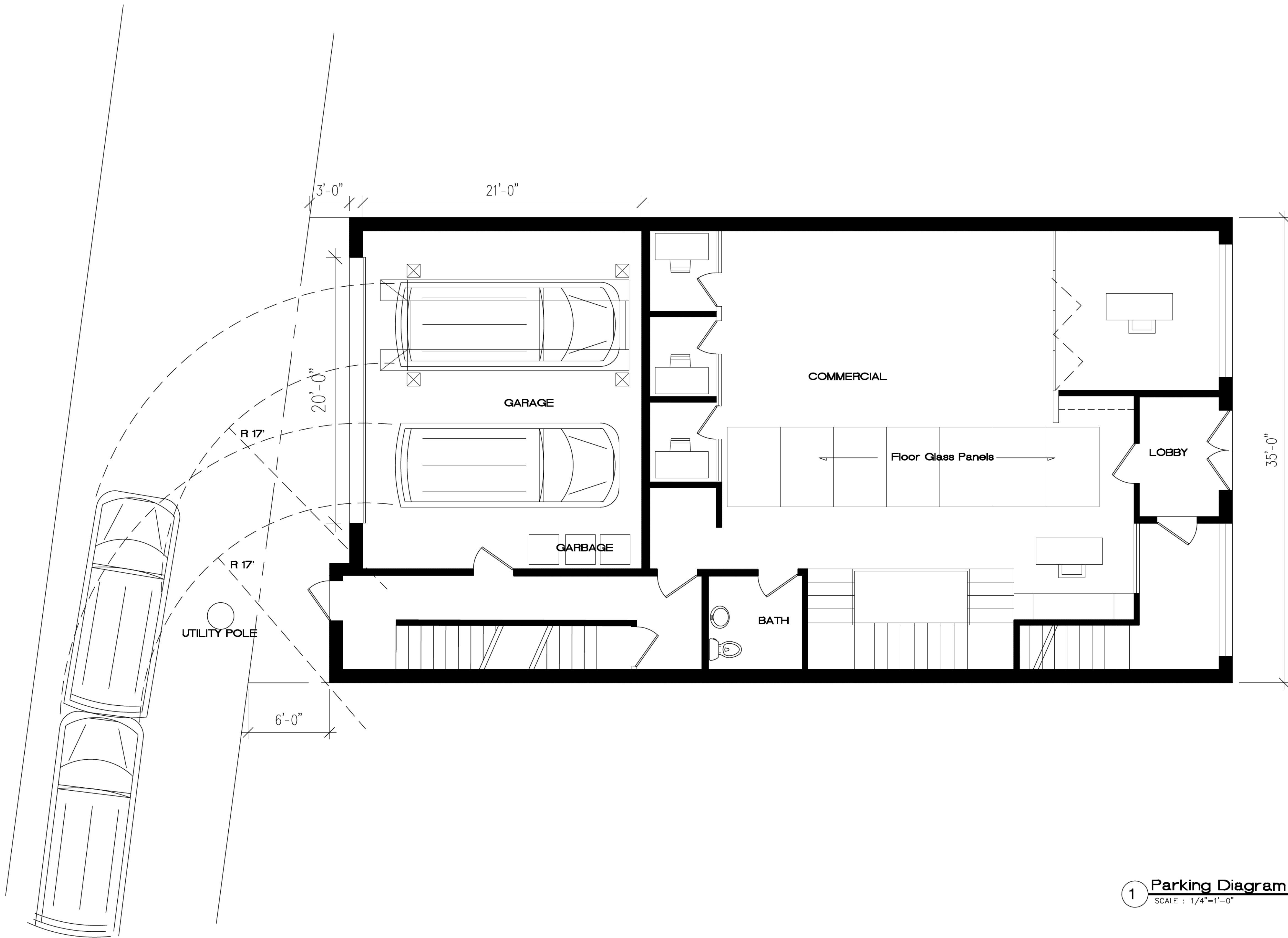
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TITLE

Parking Diagram

JOB # 112021
SHEET #

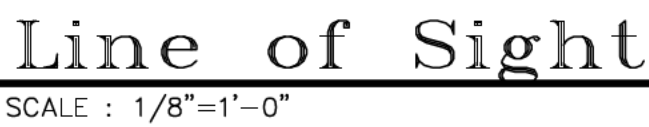
A8.6



1 Parking Diagram

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DESIGNS AND DETAILS ARE AND
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ANY FORM WITHOUT THE EXPRESSED
WRITTEN PERMISSION OF
KAMINSKI ARCHITECTS LTD.

BOHDAN KAMINSKI
ARCHITECT
KAMINSKI ARCHITECTS LTD.

[illegible]

TITLE

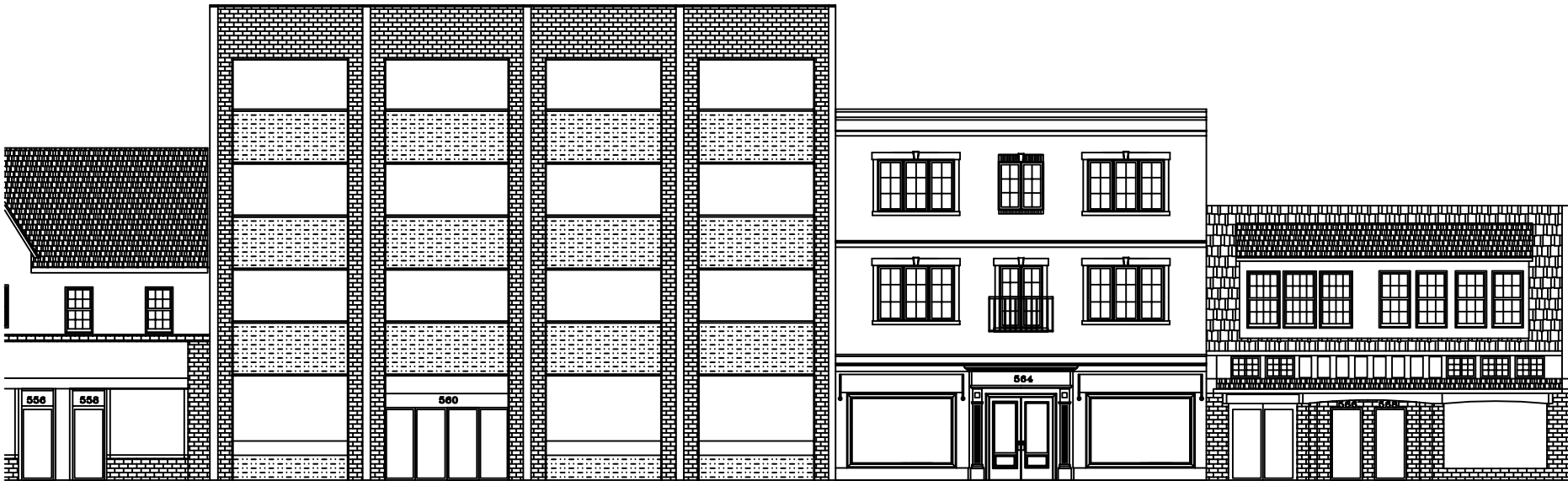
Line of Sight

SHEET #

A8.7



Street View



Street View

MEMORANDUM TO: Paul Lazarre
Live & Play Chicago North Shore LLC

FROM: Javier Millan
Principal

Luay R. Aboona, PE, PTOE
Principal

DATE: April 29, 2022

SUBJECT: Parking Study
Proposed Engel & Völkers
Chicago North Shore Branch
Winnetka, Illinois

This memorandum presents the findings and recommendations of a parking study conducted by Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) for the proposed relocation of the existing Engel & Völkers Chicago North Shore branch from its current location within the Laundry Building at 566 Chestnut Street to 564 Green Bay Road in Winnetka, Illinois. As proposed, the real estate office will occupy the first floor and basement while two apartment units will occupy the second and third floors of the building. **Figure 1** shows an aerial view of the existing and proposed sites.

The purpose of this study was to determine the availability of parking within the immediate vicinity of the site on a weekday and to determine the parking needs of Engel & Völkers. In order to do that, the following tasks were undertaken:

- Parking occupancy surveys were conducted by KLOA, Inc. within the area bounded by Spruce Street to the north, Green Bay Road to the east, Elm Street to the south, and Birch Street to the west on Tuesday, February 22, 2022. In addition, the Winnetka Post Office parking lot on the south side of Elm Street was also surveyed.
- Projected parking demand was generated for Engel & Völkers based on the anticipated operations of the proposed use and for the two proposed apartment units based on Village of Winnetka code requirements and the Institute of Transportation Engineers (ITE) parking rates.
- The adequacy of the available parking within downtown Winnetka was evaluated to assess its ability to accommodate the estimated parking demand of Engel & Völkers and the apartments.

Proposed Engel & Völkers Operations

Engel & Völkers specializes in the sale and rental of premium residential property, commercial real estate, yachts, and aircrafts. As proposed, the office will generally be open from 9:00 A.M. to 5:00 P.M. Monday through Friday. The office will have two full-time employees and a total of 50 real estate advisors. Engel & Völkers current proposed office layout will consist of an open space with a few tables where our advisors can work. There will be no actual workstations. There will be a moderate size conference room for meetings and there will be three small consult rooms, where the advisors can meet with a client or make phone calls.

On a typical day, it is anticipated that the office will contain the two full-time staff and no more than three to four advisors at any given time. It is anticipated that the full-time staff will continue to park in the Spruce Street lot. Normal day-to-day use of the office will be scheduled meetings between advisors and their clients. Based on past experience, it is very common to not have any in-person meetings with clients on any given day. However, when there are meetings, advisors meet with one client at a time and meetings between clients and advisors will be scheduled during blocks in the morning or afternoon. On average, it is estimated that there will be no more than five client meetings per week, each lasting no more than ninety minutes. It is expected that, as it currently is, clients will park in the available on-street and off-street parking areas within close proximity to the facility such as the Post Office parking lot.

Once a month, the office will hold meetings for all staff and advisors in which it is expected that approximately 10 total employees will be present with all other employees attending online. These all-staff meetings will be held on Monday mornings between 9:00 and 10:00 AM.

Proposed Apartments

As previously indicated, in addition to Engel & Völkers relocating from their existing location, two apartment units will occupy the second and third floors of the building. Based on a review of the plans, three parking spaces off the alley fronting the building to the west will be dedicated to the apartment tenants.

Parking Occupancy Surveys

In order to determine the existing parking demand within the study area, parking occupancy surveys were conducted for the following areas:

- The on-street and off-street parking in the area bounded by Spruce Street to the north, Elm Street to the south, Green Bay Road to the east, and Birch Street to the west. This area provides various parking types including 15-minute, one-hour, two-hour, and four-hour time restrictions.
- The Winnetka Post Office parking lot which contains two-hour free parking, Zone A Business Employee permit parking between 8:00 A.M. and 5:00 P.M. Monday through Friday, and Zone C commuter permit parking between 8:00 A.M. and 10:00 A.M. Monday through Friday and is unrestricted after 10:00 A.M.

Figure 2 shows an aerial view of the site and the study area.

The parking counts were conducted in one-hour intervals from 9:00 A.M. to 5:00 P.M. on Tuesday, February 22, 2022 in accordance with the proposed hours of operation of the office. Figure 3 illustrates the Village of Winnetka Downtown Public Parking Map. (All figures and tables are included in the Appendix.) **Table 1** lists the locations of the on-street and off-street parking areas.

The parking occupancy surveys for the on-street and off-street parking locations are summarized in **Tables 2** and **3**. The results of the parking occupancy surveys indicated the following:

- Overall, the on-street parking locations had a peak parking demand of 120 vehicles (61 percent occupied) occurring at 1:00 P.M., resulting in a surplus of 77 parking spaces.
- Overall, the off-street parking location (Post Office lot and parking lot in the southeast quadrant of the intersection of Spruce Street with Birch Street) had a peak parking demand of 145 spaces (66 percent occupied) occurring at 1:00 P.M., resulting in a surplus of 75 parking spaces.

The results of these parking occupancy surveys indicate that the existing parking supply is adequate in accommodating the existing parking demand with occupancy for on- and off-street parking not exceeding 66 percent.

Projected Parking Demand of the Proposed Engel & Völkers

In order to determine the total projected parking demand of the proposed use, the hourly parking demand was estimated based on the proposed operations of Engel & Völkers. Given the existing parking restrictions provided at the various on-and off-street parking locations, the available parking within the area varies for both employees and clients. For the purposes of this evaluation, the following was utilized to develop projected employee and client parking demands:

- It was assumed that the two full-time staff members as well as the four advisors¹ that would be present on a typical day would be at the office all day and will each drive themselves, resulting in an hourly peak parking demand of six spaces. As such, the full-time employees and advisors will be limited to the Zone A business employee parking permit locations. It should be noted that the Zone A business employee permits are limited to one vehicle (single user), so each of the two employees and four advisors currently have and will continue to have their own permit (they currently park in the Spruce Street lot).
- Advisors meet one-on-one with clients and, on average, it is expected that there will be approximately five client meetings per week². Therefore, the peak client parking demand for any given hour was conservatively assumed to be one client parking space. Furthermore, advisor/client meetings are not expected to exceed 90 minutes. As such, clients can utilize all of the on-street parking locations (except for the 15-minute parking spaces).

¹ This estimate is based on our current Advisor presence in our Laundry building office since January 1, 2022.

² This estimate is based on our current Advisor and client presence.

- During all staff meetings, which occur once a month and will have a typical attendance of 10 total employees³, the projected peak parking demand will be 10 parking spaces. It should be noted that no client meetings will be scheduled at this time and, therefore, no additional parking demand will be generated by clients. Since the “all-staff” meetings will start at about 9:00 A.M. and will have a duration of approximately 60 minutes, the projected parking demand of 10 spaces can be accommodated by two-hour, four-hour, and Zone A permit parking locations. It is important to note that this time period is chosen given that many of the retail establishments in the immediate area do not open until 10:00 A.M.

Based on the above, Engel & Völkers will have a peak parking demand of two full-time employees, four advisors, and one client on a typical day and after 10:00 A.M. on “all-staff” meeting days. Between 9:00 A.M. and 10:00 A.M. on all-staff meeting days, Engel & Völkers will have a peak parking demand of 10 spaces for the employees that will be in attendance.

It should be noted that this projected parking demand is very conservative given that it assumes that no employees or clients will arrive via public transportation or ride-sharing services and that no client will also be a patron of the existing retail and restaurant uses within downtown Winnetka. Furthermore, it is important to note that Engel & Völkers is currently located at 566 Chestnut Street and, as such, the majority of its parking demand is already accounted for in the parking surveys.

Projected Parking Demand of the Proposed Apartments

As previously indicated, two apartments will be located on the second and third floors of the building. Based on the Village of Winnetka Zoning Ordinance, the apartments should provide 1.5 spaces per unit for a total of three parking spaces.

For comparison purposes, the Institute of Transportation Engineers (ITE) *Parking Generation Manual* was reviewed to determine the projected peak parking demand of the two apartments. Based on ITE, the two apartments will have a peak parking demand of two vehicles.

As such, the provision of three parking spaces for the apartment units meets the Village of Winnetka zoning ordinance and will be able to accommodate the projected peak parking demand.

³ This is based on our attendance logs from January 1, 2022 – March 31, 2022. 90% of our staff/advisors attend our monthly meeting virtually and 10% attend in person.

Parking Evaluation

In order to determine the adequacy of the existing parking supply in accommodating the proposed parking demand of Engel & Völkers, the number of available parking spaces for full-time employees, advisors, and clients were compared to the estimated hourly parking demand for the parking areas that are available to each respective user. As previously indicated, given the hours of operation of the proposed office, its anticipated number of daily employees, and duration of both advisor/client and all-staff meetings, the available parking within the area varies for advisors/employees, clients, and all-staff meetings. **Table 3** summarizes the number of available parking spaces per hour for advisors, clients, and for all-staff meetings on a weekday.

As can be seen from Tables 2 and 3, on a weekday there is a minimum of 35 permit parking spaces available for advisors/employees and a minimum of 100 non-permit parking spaces available for clients. Furthermore, for all-staff meetings that occur on a weekday, there are a minimum of 169 permit and non-permit parking spaces available for advisors/employees. As such, there is a sufficient amount of parking available within the immediate area to accommodate the projected parking demand for both advisors/employees and clients of Engel & Völkers on a weekday.

KLOA, Inc. further evaluated the adequacy of the parking supply taking into account the current vacancies in the area (approximately 6,306 square feet) and the future vacancy of the of the existing Engel & Völkers site (1,700 square feet). Based on the Village of Winnetka zoning ordinance, the off-street parking requirement assuming the vacancies are developed with a commercial use is two spaces per 1,000 square feet. This translates into approximately 16 spaces. Given that there are over 100 regular spaces available in the immediate vicinity throughout the day, the additional parking demand of the existing vacancies and the future vacancy of the current Engel & Völkers site can easily be accommodated by the surplus of parking spaces.

Conclusion

Based on preceding parking evaluation for the proposed Engel & Völkers Chicago North Shore branch, the following was concluded:

- The proposed site will provide three parking spaces on site on the west side of the building dedicated to the tenants of the apartment units, which will meet the Village of Winnetka zoning ordinance requirements and the projected peak parking demand.
- On a typical day, Engel & Völkers will have an hourly parking demand of seven spaces for the employees and advisors. Given the proposed hours of operation and timed parking restrictions for on- and off-street parking locations in the area, advisors/employees should obtain Zone A Business Employee Parking Permits. The existing Zone A business employee parking locations in the area will be adequate in accommodating the parking demand for advisors/employees on a typical day.
- On a typical day, Engel & Völkers will have a peak hourly parking demand of one client and the existing on and off-street parking locations will be adequate in accommodating the parking demand for clients.
- On an all-staff meeting day, which occurs once a month, Engel & Völkers will have a peak parking demand of 10 advisors/employees which will occur at 9:00 A.M. and 10:00 A.M. The existing on- and off-street parking locations will be adequate in accommodating the parking demand for these meetings. After 10:00 A.M., the hourly parking demand will reflect that of a typical day.

Appendix



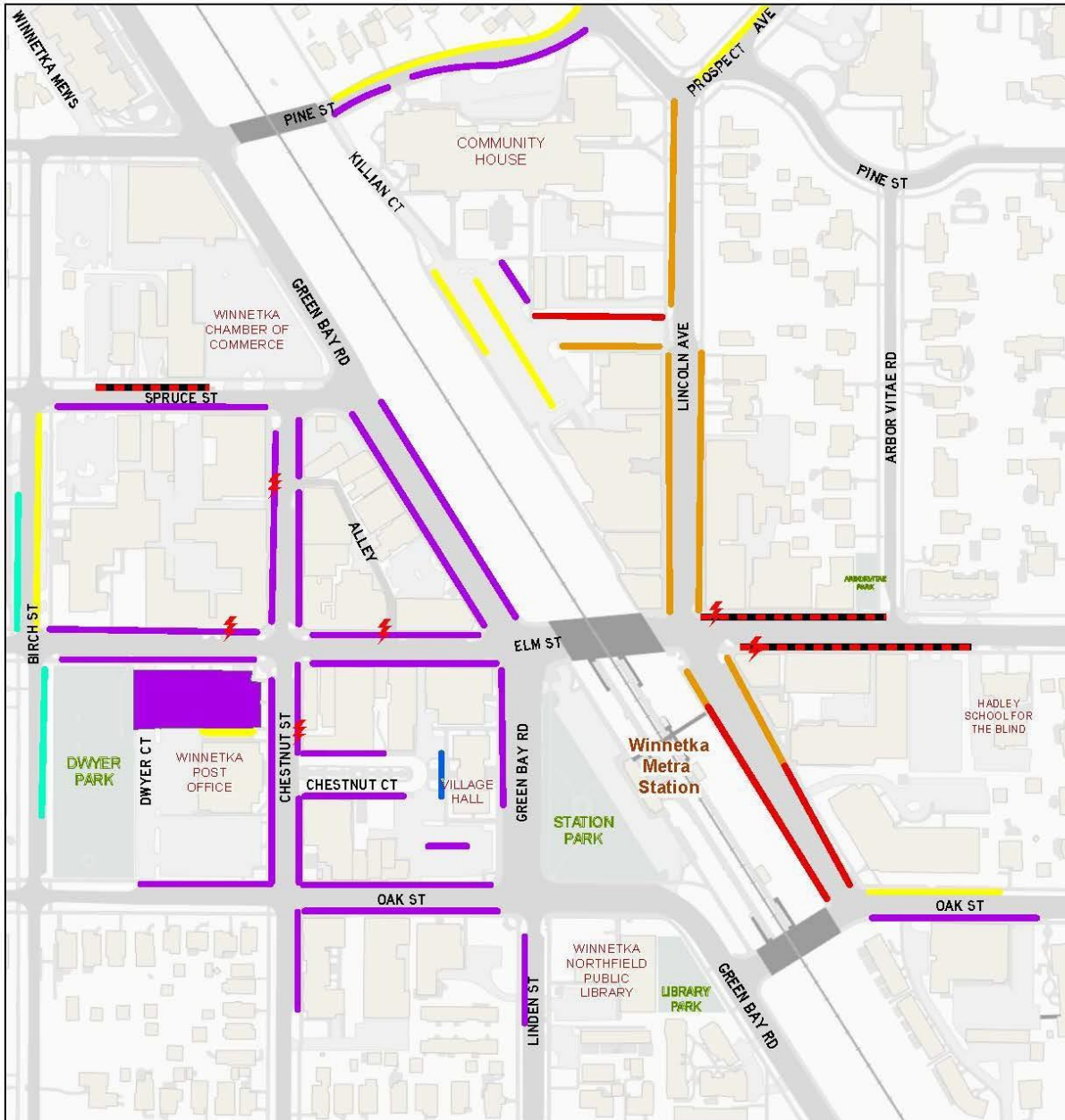
Aerial View of Existing and Proposed Sites

Figure 1



Aerial View of Study Area

Figure 2



DOWNTOWN PUBLIC PARKING



PLEASE READ AND OBEY ALL POSTED PARKING REGULATIONS

On-Street Public Parking Locations

Figure 3

Table1
SURVEY AREA PARKING INVENTORY

COURTNEY PARKING LOT REPORT							
Location	Block	Side	Capacity	Handicap Spaces	Regular Spaces	Permit Spaces	Parking Regulation
1	Spruce Street (Birch Street to Green Bay Road)	North	5	0	5	0	One-hour parking 8:00 A.M. - 6:00 P.M.
		South	10	0	8	0	Two-hour parking 8:00 A.M. - 6:00 P.M.
					2	0	Loading Zone (20 minutes)
2	Green Bay Road (Spruce Street to Elm Street)	East	14	0	14	-	Two-hour parking 8:00 A.M. - 6:00 P.M.
		West	11	0	11	0	Two-hour parking 8:00 A.M. - 6:00 P.M.
3	Elm Street (Green Bay Road to Birch Street)	North	24	1	20	0	Two-hour parking 8:00 A.M. - 6:00 P.M.
		South	25	1	3	0	15-minute parking
24	0				Two-hour parking 8:00 A.M. - 6:00 P.M.		
4	Birch Street (Spruce Street to Elm Street)	East	29	2	27	-	Four-hour parking 8:00 A.M. – 6:00 P.M.
		West	27	--	--	8	Zone A (8:00 A.M. - 5:00 P.M.)
19	Zone A/C (8:00 - 10:30 A.M.)						
5	Public Parking Lot (East of Birch, south of Spruce)		38	2	36		24 hour limit after 5:00 P.M. and on weekends
6	The Laundry Parking Lot		14	1	13		Laundry Mall customer parking Two-hour limit
7	Parking Lot (North of Elm, west of Chestnut)		18	1	17		

Location	Block	Side	Capacity	Handicap Spaces	Regular Spaces	Permit Spaces	Parking Regulation
8	Chestnut Street (Spruce Street to Elm Street)	East	21	1	20		Two-hour parking 8:00 A.M. - 6:00 P.M.
		West	19	0	19 1		Two-hour parking 8:00 A.M. - 6:00 P.M. Curbside pick-up (11:30 A.M. - 1:30 P.M. and 5:00 – 7:00 P.M.)
9	Chase Bank Lot		18	2	16		Chase Customers Only
10	Post Office Lot	North	69	3	57	9	Two-hour parking 8:00 A.M. - 6:00 P.M. Zone A (8:00 A.M. – 5:00 P.M.)
11	Post Office Lot	West	40	0	13	15	Two-hour parking 8:00 A.M. - 6:00 P.M. Zone A (8:00 A.M. – 5:00 P.M.)
						12	Zone C (8:00 A.M. – 10:00 A.M.)
12	Post Office Lot	South	52	2	0	50	Zone A (8:00 A.M. – 5:00 P.M.)
Total			434	16	305	113	

Table 2
ON-STREET/OFF STREET PARKING OCCUPANCY SURVEYS BY RESTRICTION
TUESDAY, FEBRUARY 22, 2022

Time	(1) 15-Minute Parking/ Curbside Pick-Up	(1A) 20-Minute Parking	(2) 1-Hour Parking	(3) 2-Hour Parking	(4) 4-Hour Parking ¹	(5) Birch/Spruce Parking Lot	(6) Zone A/C Parking Monday to Friday 8:00 AM to 5:00 PM ²	(7) Zone A	Parking Total
9:00 AM	0	0	0	64	5	22	3	0	94
10:00 AM	1	0	2	78	6	28	6	0	121
11:00 AM	1	2	4	84	6	31	6	0	134
12:00 PM	2	1	5	92	7	35	6	0	148
1:00 PM	1	1	5	95	12	35	7	0	156
2:00 PM	3	0	5	79	12	33	9	0	141
3:00 PM	1	0	4	64	10	33	8	0	120
4:00 PM	2	0	2	75	13	28	7	0	127
5:00 PM	1	0	2	56	12	24	4	1	100
Inventory	4	2	5	132	29	38	19	8	237

Zone A is Business Employee Permit Parking Zone C is Commuter Permit Parking

Table 3

WINNETKA POST OFFICE OFF-STREET PARKING OCCUPANCY SURVEYS BY RESTRICTION

TUESDAY, FEBRUARY 22, 2022

Time	(1) 2-Hour Parking	(2) 4-Hour Parking	(3) Zone A Parking	(4) Zone C Parking	Off Street Total
9:00 AM	10	6	57	8	81
10:00 AM	16	9	63	8	96
11:00 AM	14	9	62	8	93
12:00 PM	15	9	60	8	92
1:00 PM	18	9	63	8	98
2:00 PM	12	9	64	9	94
3:00 PM	9	9	63	8	89
4:00 PM	12	8	42	8	70
5:00 PM	12	6	21	9	48
Inventory	64	9	76	12	161

Table 4
AVAILABLE PARKING FOR ENGEL & VÖLKERS – TUESDAY

Time	Advisor/Employee Parking Locations ¹		Client Parking Locations ²		All-Staff Meeting Parking Locations ³	
	Existing Parking Demand	Number of Available Parking Spaces	Existing Parking Demand	Number of Available Parking Spaces	Existing Parking Demand	Number of Available Parking Spaces
9:00 AM	82	59	85	154	167	208
10:00 AM	97	44	111	128	206	169
11:00 AM	99	42	117	122	--	--
12:00 PM	101	40	128	111	--	--
1:00 PM	105	36	139	100	--	--
2:00 PM	106	35	117	122	--	--
3:00 PM	104	37	96	143	--	--
4:00 PM	77	64	110	129	--	--
5:00 PM	49	92	88	151	--	--
Inventory	141		239		375	
1 – Includes all Zone A permit parking locations with an inventory of 141 parking spaces (Sum of Table 1, Columns 5, 6, and 7 and Table 2, Column 3) 2 – Includes all 4-hour, 2-hour, and 1-hour parking locations with an inventory of 239 parking spaces (Sum of Table 1, Columns 2 and 3, and 5). After 10:30 A.M. the Zone A/Zone C parking locations are included for a total inventory of 483 parking spaces (Sum of Table 1, Columns 2,3,4 and Table 2, Columns 1 and 2) 3 – Includes all 4-hour, 2-hour and Zone A parking locations with an inventory of 375 parking spaces (Sum of Table 1, Columns 3, 4, 5 and 6 and Table 2, Columns 1, 2 and 3)						

Memorandum

To: Winnetka Plan Commission
CC: Ann Klaassen
From: James J. Bernahl, Director of Engineering/Village Engineer
Date: May 9, 2022
Re: Special Use Permit Application – 564 Green Bay Road: Engel & Völkers
Chicago North Shore Branch

I have reviewed the Special Use permit application to allow a New Mixed Use Building (Engel & Völkers Chicago North Shore Branch) at 564 Green Bay Road, in the C2 Retail Overlay West Elm Business District. The proposed location is on the west side of Green Bay Road just north of Elm Street. Among the conditions to be satisfied for a Special Use to be granted is the following:

“That adequate parking, utilities, access roads, drainage, and other facilities necessary to the operation of the Special Use exists or are to be provided;”

To demonstrate compliance with the above, a parking study was performed in February, 2022, by KLOA, Inc., to determine the availability of parking to meet employee and client needs for the proposed Special Use. The study methodology included identifying total parking capacity in the vicinity of the project, current parking availability, and proposed parking demand for the Special Use. On-street parking is currently available on both sides of Green Bay Road between Spruce Street and Elm Street. Surface parking is also located on Chestnut Street Between Spruce Street and Elm Street, on Spruce Street between Green Bay Road and Birch Street, on both sides of Elm Street between Green Bay Road and Chestnut Street, and structure parking in the Post Office parking, approximately 1 block southwest of the site.

KLOA completed parking counts on Tuesday, February 22, 2022, within the area bounded by Spruce Street to the north, Green Bay Road to the east, Elm Street to the south, and Birch Street to the west. In addition, the Winnetka Post Office parking lot on the south side of Elm Street was also surveyed. These counts show that there are significant parking availabilities within reasonable walking distance of the site. The following table from the parking study illustrates parking availability:

AVAILABLE PARKING FOR ENGEL & VÖLKERS – TUESDAY

Time	Advisor/Employee Parking Locations ¹		Client Parking Locations ²		All-Staff Meeting Parking Locations ³	
	Existing Parking Demand	Number of Available Parking Spaces	Existing Parking Demand	Number of Available Parking Spaces	Existing Parking Demand	Number of Available Parking Spaces
9:00 AM	82	59	85	154	167	208
10:00 AM	97	44	111	128	206	169
11:00 AM	99	42	117	122	--	--
12:00 PM	101	40	128	111	--	--
1:00 PM	105	36	139	100	--	--
2:00 PM	106	35	117	122	--	--
3:00 PM	104	37	96	143	--	--
4:00 PM	77	64	110	129	--	--
5:00 PM	49	92	88	151	--	--
Inventory	141		239		375	

1 – Includes all Zone A permit parking locations with an inventory of 141 parking spaces (Sum of Table 1, Columns 5, 6, and 7 and Table 2, Column 3)

2 – Includes all 4-hour, 2-hour, and 1-hour parking locations with an inventory of 239 parking spaces (Sum of Table 1, Columns 2 and 3, and 5). After 10:30 A.M. the Zone A/Zone C parking locations are included for a total inventory of 483 parking spaces (Sum of Table 1, Columns 2, 3, 4 and Table 2, Columns 1 and 2)

3 – Includes all 4-hour, 2-hour and Zone A parking locations with an inventory of 375 parking spaces (Sum of Table 1, Columns 3, 4, 5 and 6 and Table 2, Columns 1, 2 and 3)

KLOA and the applicant have also identified the parking demand associated with the proposed use. They identified parking demand based on anticipated staffing and client loading during typical times and during “all staff” meeting times and concluded:

On an all-staff meeting day, which occurs once a month, Engel & Völkers will have a peak parking demand of 10 advisors/employees which will occur at 9:00 A.M. and 10:00 A.M. The existing on- and off-street parking locations will be adequate in accommodating the parking demand for these meetings. After 10:00 A.M., the hourly parking demand will reflect that of a typical day.

KLOA's conclusions are:

Based on preceding parking evaluation for the proposed Engel & Völkers Chicago North Shore branch, the following was concluded:

- The proposed site will provide three parking spaces on site on the west side of the building dedicated to the tenants of the apartment units, which will meet the Village of Winnetka zoning ordinance requirements and the projected peak parking demand.
- On a typical day, Engel & Völkers will have an hourly parking demand of seven spaces for the employees and advisors. Given the proposed hours of operation and timed parking restrictions for on- and off-street parking locations in the area, advisors/employees should obtain Zone A Business Employee Parking Permits. The existing Zone A business employee parking locations in the area will be adequate in accommodating the parking demand for advisors/employees on a typical day.
- On a typical day, Engel & Völkers will have a peak hourly parking demand of one client and the existing on and off-street parking locations will be adequate in accommodating the parking demand for clients.
- On an all-staff meeting day, which occurs once a month, Engel & Völkers will have a peak parking demand of 10 advisors/employees which will occur at 9:00 A.M. and 10:00 A.M. The existing on- and off-street parking locations will be adequate in accommodating the parking demand for these meetings. After 10:00 A.M., the hourly parking demand will reflect that of a typical day.

I have reviewed KLOA's data and conclusions and concur with the findings that permitting this special use will not result in impairment of parking within the West Central Business District. It should be noted that the KLOA conclusions inaccurately state the proposed parking spaces will meet the Village zoning ordinance requirements, as the zoning ordinance does not recognize the one proposed lift parking space as complying with the off-street parking requirement. It should also be reinforced that the full-time employees and advisors will be limited to the Zone A business employee parking permit locations. It should be noted that the Zone A business employee permits are limited to one vehicle (single user), so each employee and advisors currently will be required to secure their own permit.

Attachment E – Photographs of Area Properties



560 Green Bay Road (office building to south)



566-568 Green Bay Road (mixed-use building to north)



574 Green Bay Road (restaurant to north)



Subject Property with Neighboring Properties to North



Subject Property with Neighboring Properties to South



555-571 Chestnut Street (commercial building to west)

ATTACHMENT F

My Name is Alfred Stepan and I own the property at 574 Green Bay Road.

I am here to Object to the contemplated approval of the special uses being contemplated for my neighbor at 564 GBR

As the subject property is not in the C1A overlay district I am **not here to object to its use**; but it to the relief that's customary considered for Property under a PUD (which is conservatively 4x times the size of this property's foot print or 10,000 sqft). PUD's often grant relief for Public Benefit....not sure what the benefit of the relief is here? To squeeze as much as possible in its current envelope?

As some of you are aware that I developed Fred's Garage under these same restrictions set forth by the Village which this property resides under and as such I am familiar the design restrictions.

In order to negate the Village's need for Parking to be Required on-site; its my understanding that the First Floor must be smaller than 2,500 sqft (this does not include common areas, hallways, storage etc). As such; Fred's was designed in accordance with these parameters.

In my opinion; the subject property is circumventing this requirement by the creation of a full floor basement which is to be used for Agent Officing. This is not the intent of the code. In essence the Applicant is attempting to create 5,000 sqft of Office Use as shown by the applicant's plan. The request for off-site parking is being abused here to accommodate 5,000 sqft use where it should only serve the first floor.

But I understand the rules and know how they can be interpreted and circumvented.

In regards to the Residential Portion of the building: I am under the impression that the applicant is requesting (1) off-site parking space as they can not accommodate (3) required spaces without any relief

If this property is being considered for a Transit Orientated Project – Is this the fist of new standard for the Village? Is a reduction automatically being granted because a Project can't accommodate its use on-site?

Is the Village making a statement to allow Parking Lifts to satisfy Residential Requirements? Will this precedence be acceptable for any revisions to One Winnetka, the Post Office or perhaps the library?

In regards to the Alley Way.....I am formally contesting the relief as being proposed by the Applicant. The Alley is already congested. Fred's, Cisneros, Dry Cleaners, Bunny and Babe and the Green Bay Road Café all utilize this commercial alley for loading. This is a recipe for disaster. As a user of the alley; I can predict that we will be called to clear the alley because of the vehicles can not circulate out of reduced alley.

To provide set-back relief could be causing a life-safety issue. Are the Villages largest fire trucks able to maneuver this alley? If there is a fire at Fred's or any of the adjacent properties; are they going to be able to be served by the alley?

If you recall this direct area was so tight that the Village asked me as the Property Owner of 574 GBR to provide an easement for switch gear for the village lights.....now you want to shrink the alley more?

Did KLOA test for Garbage, Delivery and Firefighting service? Where do you think they're going to deposit the snow from the alley? It's already treacherous during the winter.

What benefit is being served by the public by reducing our alley to allow parking for one building.

Some other questions are:

- The plan show's the top of the Trellis on the 4th floor to be 47 feet.....is this in accordance with the Villages standards? Didn't it used to be 35feet and tiered? Including the placement of HVAC equipment?
- ---- Isn't this an additional height variance being requested?
- Why is this property not landmarked?

From: [Al Stepan](#)
To: [Liz Dechant](#); [Planning](#)
Subject: Re: 564 GBR Hearing
Date: Thursday, May 19, 2022 1:18:32 PM

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

to reiterate; my objection pertains to traffic servicing the alley for Freds and our neighbors and having realtors parking in the loading zones.

On Thu, May 19, 2022 at 12:46 PM Al Stepan <al.stepan@svn.com> wrote:

Please note as owner the adjacent property; 574 GBR, that I object to its scale and lack of on-site parking.

I will be attending the meeting on Monday Night 5/23 @ 6pm to voice my concerns.

Al Stepan
574 Green Bay Road

--

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Alfred C. Stepan | Managing Director
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