



DESIGN REVIEW BOARD **RESCHEDULED** REGULAR MEETING

THURSDAY, OCTOBER 24, 2019 - 7:00 p.m.

WINNETKA VILLAGE HALL COUNCIL CHAMBERS – 510 GREEN BAY ROAD

AGENDA

1. Call to Order
2. Approval of September 19, 2019 meeting minutes.
3. Public Comment.
4. **Case No. 19-32-DR: 916 Green Bay Road – Oak Spa Nails:** Awning application for proposed awnings over storefront.
5. **Case No. 19-33-DR: 566 Lincoln Avenue – Winnetka Galleria:** Certificate of Appropriateness for proposed roof replacement.
6. **Comprehensive Plan Workshop Session:** The Design Review Board will continue to discuss ideas for inclusion in a new comprehensive plan.
7. Other Business.
8. Next meeting – November 21, 2019.
9. Adjournment

Note: Public comment is permitted on all agenda items.

NOTICE

All agenda materials are available at villageofwinnetka.org (Government > Boards & Commission > Agenda Packets).

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 at 510 Green Bay Road, Winnetka, Illinois 60093, (Telephone (847) 716-3543; T.D.D. (847) 501-6041).

510 Green Bay Road, Winnetka, Illinois 60093

Administration and Finance (847) 501-6000 Fire (847) 501-6029 Police (847) 501-6034 Community
Development (847) 716-3520

Public Works (847) 716-3568 Water and Electric (847) 716-3558

**Winnetka Design Review Board/Sign Board of Appeals
September 19, 2019**

Members Present:

Kirk Albinson, Chairman
Brad McLane
Maggie Meiners
Michael Ritter

Members Absent:

Brooke Kelly
Michael Klaskin
Paul Konstant

Village Staff:

Ann Klaassen, Senior Planner
Christopher Marx, Associate Planner

Call to Order:

Chairman Albinson called the meeting to order at 7:00 p.m.

Chairman Albinson asked if there were any comments or corrections to be made to the August 22, 2019 meeting minutes or a motion to approve. Mr. Ritter moved to approve the August 22, 2019 meeting minutes and Mr. McLane seconded the motion. The motion passed by unanimous voice vote.

Public Comment

Chairman Albinson asked if there was any public comment. No comments were made at this time.

Case No. 19-28-DR: 914 Green Bay Road - Body Gears: Sign permit application for proposed window sign.

Scott Bailey introduced himself to the Board and stated he prepared the door vinyl for Body Gears for the front door and side window. Chairman Albinson asked if there were any comments. Mr. McLane stated the request is compliant and adhered to the rules and moved to approve the request as presented. Mr. Ritter seconded the motion. A vote was taken and the motion unanimously passed.

AYES: Albinson, McLane, Meiners, Ritter

NAYS: None

Case No. 19-29-DR: 804 Elm Street – Christian Science Reading Room: Consideration of Certificate of Appropriateness for exterior alterations and maintenance to the street facades.

Brian Cloney with Benvenuti and Stein introduced himself to the Board as the contractor which would perform improvements on the front façade. He stated the storefront had copper below the existing windows which is worn and would be removed and replaced with limestone. Mr. Cloney also stated they would re-stain both front doors in the same colors and repaint the wood windows in the same color.

Chairman Albinson asked if there were any comments or a motion. Ms. Meiners moved to approve the request as presented. Mr. Ritter seconded the motion. A vote was taken and the motion unanimously passed.

AYES: Albinson, McLane, Meiners, Ritter

NAYS: None

Case No. 19-30-DR: 505 Chestnut Street – Tocco Italian Restaurant: Sign permit application and a sign code variation for awning signage.

Ruggero Scarabello introduced himself to the Board as the architect. He stated the request is for a sign to be installed which would be green on a black background. Mr. McLane asked if the variation related to adding the adjectives. Mr. Scarabello confirmed that is correct and following last month's request for a new window, the applicant would like to add the phrase "Simple Fresh Italian Food." Ms. Meiners commented it looked nice and Mr. McLane agreed. Mr. Ritter had no comment.

Chairman Albinson stated exceptions were made in the past. Ms. Meiners commented the font is nice. Mr. McLane moved to approve the request as presented. Ms. Meiners seconded the motion. A vote was taken and the motion unanimously passed.

AYES: Albinson, McLane, Meiners, Ritter

NAYS: None

Case No. 19-31-DR: 916 Green Bay Road - Oak Spa Nails: Sign permit application for proposed window sign.

Purevsuren Baatasuren introduced herself to the Board as the owner. She stated it would be a window sign and the color can be pink or white. Mr. McLane stated the one differential aspect for the applicant to address is the total height of 13 inches. He also stated if the applicant wanted pink that would be fine. Mr. Ritter commented white would be better.

Chairman Albinson asked Village staff what is the maximum height of the lettering according to the guidelines. Ms. Klaassen responded it is 6 inches. Mr. McLane stated the proposal is for 7 inch lettering which would be stacked and well within the percentage for total window coverage allowed. Chairman Albinson asked if the height of the letters correlate to the logo or decals on the window or if it would only be applied to blade signs or awnings. Ms. Klaassen responded it applied to window signs and it is a guideline and not the sign code. Mr. McLane stated if everything else is in compliance, it would be fine. Ms. Meiners agreed she liked the paint and described the font as classic. She also stated the letters are a good proportion and its placement would have to change if they were smaller. Mr. Ritter suggested they be located in the middle of the window as opposed to higher. Chairman Albinson stated in the past, they Board weighed placement being more toward the lower half of the window and to have the top of the decal at the center line which varied by applicant. He asked how far it would be centered on the window. Mr. McLane identified its location and commented it looked appropriate and suitable.

Chairman Albinson asked the applicant if she would be willing to reduce the lettering to 6 inches. He described it as typical and would help promote consistency with the guidelines. Chairman Albinson also stated there would be no visibility impact since it would be pink. Ms. Meiners agreed they should stick with the size limitation.

Chairman Albinson then asked for a motion to approve the request as presented with the requirement that the 7 inch lettering be reduced to 6 inches to comply with the guidelines. Ms. Meiners made a motion as stated by Chairman Albinson. The motion was seconded by Mr. Ritter. A vote was taken and the motion unanimously passed.

AYES: Albinson, McLane, Meiners, Ritter

NAYS: None

Comprehensive Plan Workshop Session: The Design Review Board will continue to discuss ideas for inclusion in a new comprehensive plan.

Chairman Albinson stated the discussion would be tabled until the next meeting out of consideration for the Board Members not able to attend this meeting. Ms. Klaassen confirmed the next meeting would be on October 17, 2019.

The Board Members discussed the number of nail salons in the Village.

Chairman Albinson informed the Board he discussed with Mr. Schoon that he felt it is important for all of the Board Members to contribute to the Comprehensive Plan discussion and to find out everyone's availability for the October meeting date. Chairman Albinson noted Mr. Konstant's term is up.

Other Business

Chairman Albinson asked if there was any other business. Ms. Meiners asked if anyone attended the meeting with regard to cannabis. Ms. Klaassen informed the Board it was voted down 5 to 1.

Adjournment:

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Antionette Johnson
Recording Secretary



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: DESIGN REVIEW BOARD
FROM: CHRISTOPHER MARX, AICP, ASSOCIATE PLANNER
DATE: OCTOBER 10, 2019
SUBJECT: CASE NO. 19-32-DR: 916 GREEN BAY ROAD - OAK SPA NAILS -
CONSIDERATION OF AWNING PERMIT AND REVISIONS TO
APPROVED SIGN PERMIT

INTRODUCTION

On October 17, 2019, the Design Review Board is scheduled to consider an application submitted by *Oak Spa Nails* (the "Applicant") as the lessee of the property located at 916 Green Bay Road (the "Subject Property"), for an Awning Permit to allow the installation of two awnings on the street façade of the Subject Property and for a revised Sign Permit to allow a window sign.

PROPERTY DESCRIPTION

The Subject Property is located on the west side of Green Bay Road between Tower Road and Gage Street in the Hubbard Woods Business District. It is zoned C-2 General Retail Commercial and is located in the Commercial Overlay District. The Subject Property is a three-story mixed-use building with the Applicant's business on the storefront level and residential apartments on the upper levels. Other businesses in the building include *Bedside Manor Ltd.*, a home furnishings store, and several office tenants. The building is a Tudor Revival style with a traditional brick façade, minor accents, inner courtyard, and street-level storefront windows. The Subject Property is identified in Figures 1 through 3 at the end of this report.

PREVIOUS APPROVALS

At the last DRB meeting on September 19, the Board approved a sign permit submitted by the Applicant for a window sign on the street façade of the Subject Property, with the condition that the lettering is reduced in height to 6 inches. The Applicant agreed to this condition at the meeting. The approved window sign was a vinyl application of magenta pink lettering that reads the name of the business, *Oak Spa Nails*, and includes the phone number. A rendering of the previously approved window sign is included in this report as Attachment C. Please note this rendering does not reflect the approved 6 inch lettering.

CURRENT REQUEST

Awning. The Applicant has submitted an awning permit application to allow the installation of two awnings along the building's east façade along Green Bay Road. One awning would span over the doorway entrance while the other would span over the adjacent storefront window. Using an aluminum frame, the awnings would project 2 feet in the public right-of-way with a clearance of 8 feet above the sidewalk. Each awning would have a height of 2 feet and an eight-inch valance ribbon that reads "Oak Spa Nails" in Sherwin Williams Merry Pink (SW 6844) with 6-inch lettering. The awnings would be

covered in a Sunbrella fabric in forest green (#4637). The length of the awning over the doorway would measure 11.5 feet while the length of the awning over the storefront window would measure 9.5 feet. A sample of the awning material will be made available by the Applicant at the DRB meeting. The Applicant has provided a rendering and design specifications for the proposed awnings, which are included in the submitted application materials in Attachment A.

The dimensions of the proposed awnings are identical to the awnings that were approved by the DRB in December 2013 for *Bedside Manor Ltd.* These awnings are identified in Figure 3 later in this report and the approved permit is included as Attachment E.

Window Sign - Revision. The Applicant is also requesting a modification to the sign permit for the window sign that was approved at the September DRB meeting. The Applicant states that she would like the pink to be a lighter shade than the approved magenta color in order to match the Sherwin Williams Merry Pink (SW 6844) lettering on the proposed awnings. A rendering illustrating the lighter pink is included in this report as Attachment D. The revised rendering also reflects the reduced lettering height of 6 inches, as required by the DRB.

AWNING CODE ANALYSIS

Chapter 12.24 of the Village Code establishes standards for the installation of awnings located within the public right-of-way. The Code requires awnings to have a clearance of at least 8 feet above the ground with sign text that is limited to the business name and lettering that is no more than 6 inches in height. The awning copy complies with the Sign Code.

SIGN CODE ANALYSIS

Section 15.60.120 of the Village Code establishes standards for awning signs within the Village's commercial districts. The Sign Code states that the sign shall only contain the name, logo, or address of the business while having lettering no larger than 6 inches. The proposed awning signs would only have the business' name with lettering 6 inches in height. The proposed change to the previously approved sign permit would not feature any change in the sign's size or placement.

DESIGN GUIDELINES ANALYSIS

The Village's Design Guidelines provide guidance on appropriate size, materials, and colors of an awning; an excerpt of the Design Guidelines is included as Attachment B.

- The Guidelines recommend that awnings project from the main building no more than three feet and be at least 8 feet above the sidewalk, which is fulfilled by the proposed awning dimensions.
- The Guidelines also recommend an awning be in conformity and proportionality for the building in which it serves, and not be located over any masonry pier. The proposed awnings would be proportional to the window openings in which they are placed and identical to the awnings on the other building storefront.
- The Guidelines state an awning should be taut, not relaxed, and in a color that enhances and contributes to the building and surrounding neighborhood. The proposed awnings would provide a fixed proportional cover to the doorway and windows of the storefront with a natural-looking forest green. The letters on some of the awnings would be a stencil paint application as also suggested by the Guidelines.

SUMMARY

The Applicant requests that the DRB find the proposed awnings and window sign color change as appropriate and compatible with the Design Guidelines and approve as proposed. Should the DRB approve the awning permit and the sign permit, the Applicant would first need to receive permits for each from the Community Development Department prior to installation.

ATTACHMENTS

Attachment A: Application Materials

Attachment B: Design Guidelines Excerpt

Attachment C: Design Rendering Approved at September 19 DRB Meeting

Attachment D: Revised Rendering of Window Sign

Attachment E: Approved Awning Permit for Bedside Manor, Permit #A13-0005



Figure 1 – Subject Property – Storefront along Green Bay Road



Figure 2 – Subject Property – Storefront along Green Bay Road, inner courtyard



Figure 3 – Subject Property – Storefront of Bedside Manor along Green Bay Road

ATTACHMENT A

VILLAGE OF WINNETKA, ILLINOIS DEPARTMENT OF COMMUNITY DEVELOPMENT

AWNING PERMIT APPLICATION

Tenant/Lessee

Name of Business: <u>Oak Spa Nails</u>		Primary contact name: <u>Pupersuren</u>		Phone: [REDACTED]
Street Address: <u>971 Green bay Rd Winnetka IL 60093</u>				
City	State	Zip Code	Email: [REDACTED]	

Awning Company

Name of Awning Company: <u>Acme Awning Co.</u>		Primary contact name: <u>Peri Ihepraios</u>		Phone: <u>(847) 446-0153</u>
Street Address: <u>1500 Old Deerfield Rd, Suites 21+22</u>				
City <u>Highland Park</u>	State <u>IL</u>	Zip Code <u>60035</u>	Email: <u>acmeawning@att.net</u>	

Property Owner

Name of Company: <u>TBS</u>		Primary contact name:		Phone: <u>773-327-4444</u>
Street Address:				
City	State	Zip Code	Email:	

Awning is ☐ Retractable or ☐ Rigid
☒ New awning or ☐ Recovering existing frame

Description of fabric type and color (attach samples): Sunbrella Forest Green #463

Description of awning sign material, method of application and color: Awning Sign applied to Curtain with Stencil method and paint

Height of awning logo/copy: 6" inches

Awning Dimensions: Width (11'6") (9'6") Height 24" Projection from Building Face 24"

OFFICE USE ONLY: PERMIT FEE (\$70 each) _____

CONDITIONS OF APPROVAL: _____

Shop Drawing of Frame 1 & 2

Note-Frame #2 not shown. Same profile with Width of 11’6”

Oak Spa Nails

Pending Village Approval

Install Date

Manufacturer Name



Structural Designer

Steve Normandy

Building Notes

Frame:
All load specifications are in accordance with ASCE 7-05
Partially enclosed structure classification-C
Wind load- Minimum 90mph W/ 3 sec gust
Snow load - Minimum 25 pounds per sq. foot
Uniform live load- Minimum 5 pounds per sq. foot
Welding follows AWS standards and protocol

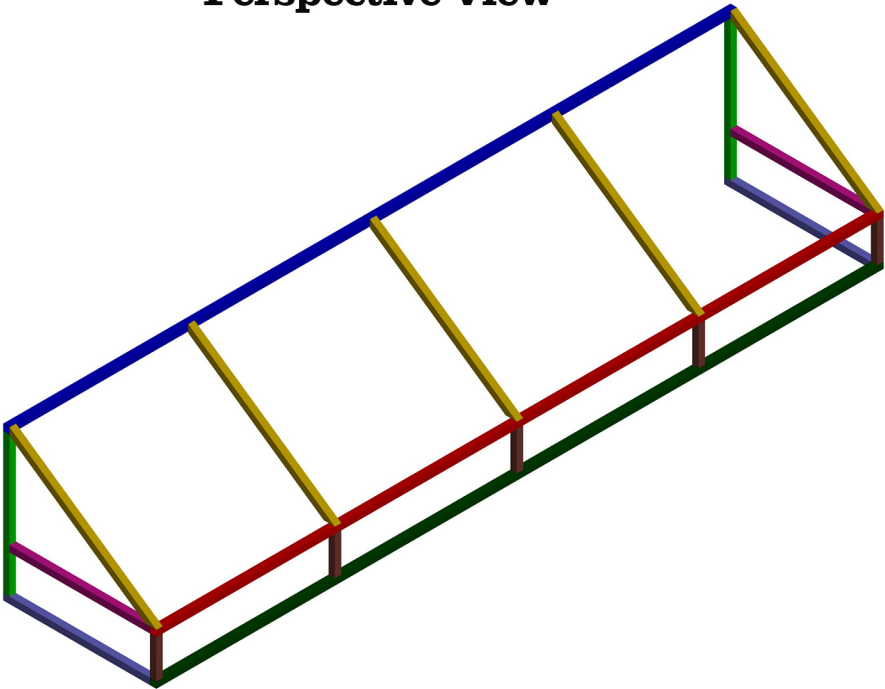
Date

Sheet

9/27/19

2-2

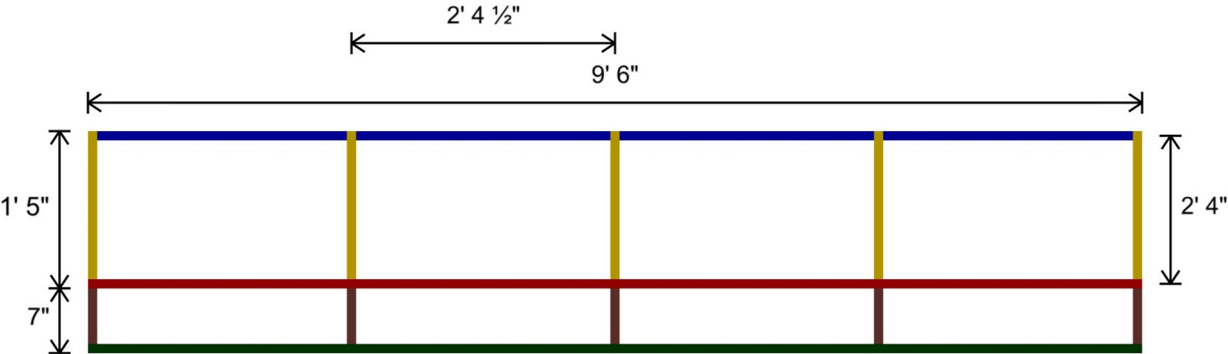
Perspective View



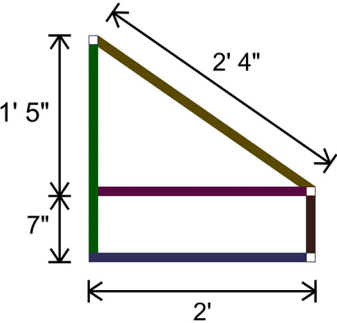
Cut Sheet

	#	Name	Qty	Length	M1	M2
	1	Top bar	1	9' 6"	0°	0°
	2	Front bar	1	9' 6"	0°	0°
	3	Down bars	2	1' 10"	0°	0°
	4	Out bars	2	1' 10"	0°	0°
	5	Rafters	5	2' 4"	34.6°	55.4°
	6	SB front bar	1	9' 6"	0°	0°
	7	SB out bars	2	1' 11"	0°	0°
	8	SB supports	5	6"	0°	0°

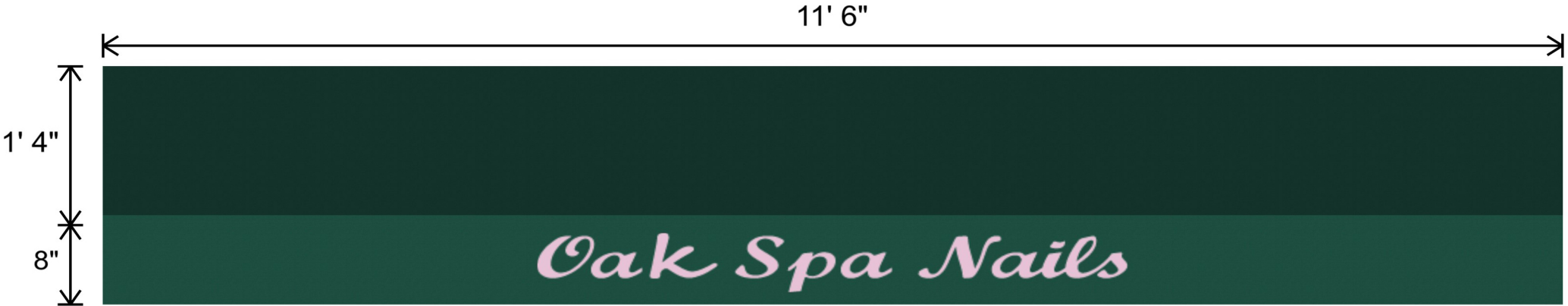
Front View



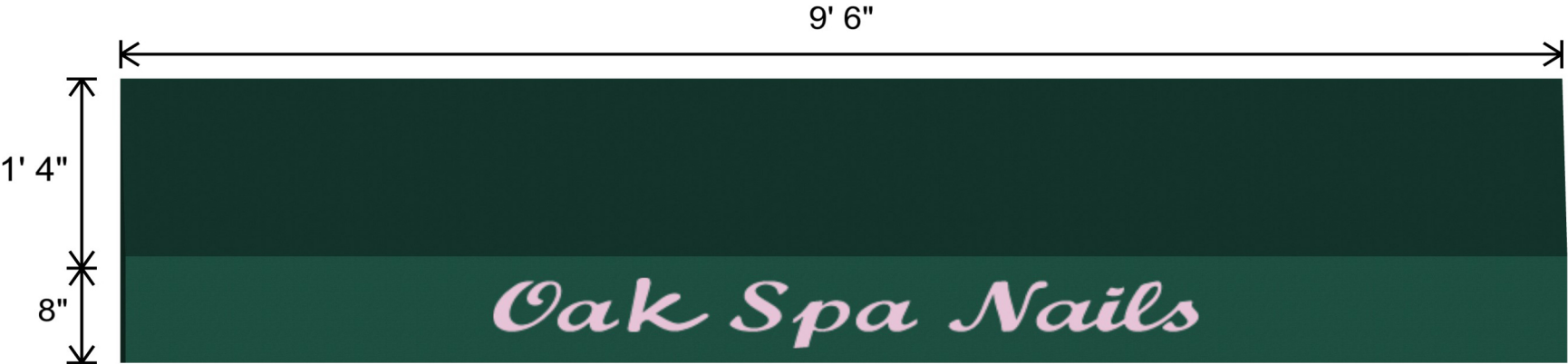
Side View



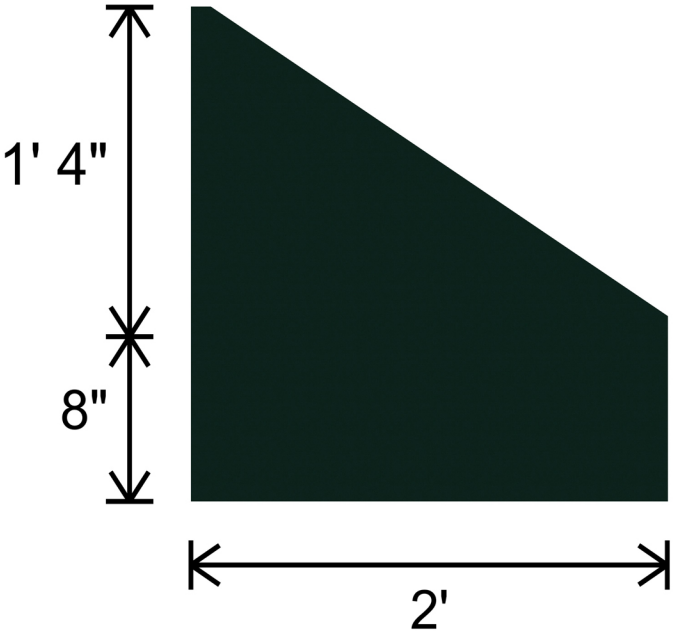
Entrance Awning



Window Awning



View from Side



Sign Details



Client Name and Project

Oak Spa Nails

Pending Village Approval

Install Date

Manufacturer Name



Structural Designer

Steve Normandy

Building Notes

Material:
Sunbrella Forest Green (#4637)

Awning Dimentions (in):

Width Awn One: 11'6"
Width Awn Two: 9'6"
Projection: 24"
Height: 24"
Valance Height: 8"

Sign Details:
Text Height: 6"
Text Width: 4'8"

Application Method:
Stencil style application

Text Color: Merry Pink
Sherwin Williams SW 6844

Date

Sheet

9/27/19

1-2

OAK SPA NAILS

TWO AWNINGS FOR CONSIDERATION AT 916 GREEN BAY RD



Figure 1 - Store front as it currently exists

Introduction

The owner of Oak Spa Nails would like *Acme Awning Company* to install two new awnings to her business entrance and store window. She would like to apply the name of her business to the curtain of her awnings in pink lettering. If she is not able to do the pink lettering, she would be willing to do the lettering in white as an alternative. The awnings are relative in size to the surrounding awnings in the area. The two awnings have different widths but measure the same in height, projection and valance size matching the measurements of the awnings across the street.

ACME AWNING CO.
SINCE 1935



Figure 2 – Awnings are 8ft above grade as required for The Village of Winnetka



Figure 3 - Rendering of the completed awning project

e. Awnings and Banners

Awning scale and proportions are to be appropriate for the building on which they are mounted as well as the adjacent structures. It is highly recommended that awnings be uniform in size, shape (except for arched openings, see “Forms” below) and color in order to unify multiple storefronts within a single building. The length of the awning is to be restricted to the length of the storefront opening; awnings must not continue over masonry piers. The vertical and horizontal dimension should be proportional to the overall projection of the awning. (See figure 42)



Figure 42

Awning projection is preferred at 36 inches, but awnings will be considered which range from a minimum of 24 inches to a maximum of 36 inches. Projection depth should match the existing adjacent awnings provided they comply with the acceptable minimum and maximum projection. Awnings should be placed at a minimum height of 8 feet above the sidewalk. If awnings are lit it should be from an outside source; no backlit awnings are allowed.

Forms: Awning forms are to conform to the general shape of the opening. Arched openings are to receive ½-round domed awnings, whereas rectangular openings are to receive rectangular, gently sloping; planar forms with closed ends. Valances may be fixed or loose.

Mounting: Awnings may be fixed or retractable. Retractable awnings must be kept either in the fully projected position or the fully closed position. Fixed awnings are to have concealed rigid metal frames. Retractable awnings should have a canopy cover and automatic retractable rollers mounted to the building. Underpanels are not desired. Frames should be painted to match or compliment the color of the awning cover material or its underside.

Materials: The awning material should be taut, not relaxed. Awning materials may include matte finish painted army duck, vinyl-coated cotton, acrylic-coated polyester, and vinyl-coated polyester or cotton and solution-dyed acrylic. All materials should receive silkscreen, painted, cutout lettering, heat color-transfer, pressure sensitive vinyl films or sewn appliqué signs. Awning signs and logos are limited to a height of six inches, and may be placed on the valance only.

Colors: Awning and banner colors must take into account the color selection of the surrounding materials, buildings, signs, awnings, and image of the retailer/user and district. All awnings located on the same building must be the same color. Colors should enhance and compliment the building and are restricted to earthtones and primary and secondary colors. Final color selection is contingent on approval by the Design Review Board and compliance with the Village awning ordinance.

Banners should be considered as identification of commercial districts. Banners may be location, event, holiday or sponsor specific and can create a unifying thread between the independent districts. Banners are to be mounted on existing poles by fixed brackets and hardware. The Design Review Board must approve the final design.

All new or replacement Awnings and Banners must comply with Village Ordinances and the Design Guidelines.

f. ADA Compliance:

Federal and State regulations require all public spaces to be accessible. Accessibility alterations shall allow access from either the primary or the secondary facade; additions of elevators or ramps should be designed as an integral element of the building.

Entrances: Commercial and mixed-use facilities should provide first floor access from the primary or secondary facade.

Elevators: Where possible, elevators should be incorporated into the existing building envelope. If physically impossible, the elevator and stair core can be located on the exterior of the building but should be located so as not visible from the main public way.

Ramps: Where required, the slope of the ramp should be as gradual as possible to eliminate the need for handrails. Although a 1:12 slope is permitted, 1:20 is encouraged. A ramp should be an integral design element, reflecting the design of the building it serves and surrounding site. This can be accomplished by concealing the ramp behind a low screen wall.

g. Mechanical Equipment

1. Location

Mechanical Equipment must not be visible from pedestrian view. Roof top equipment should be located either in the center of the roof or in one corner away from the street elevation so as not to be visible from the primary or secondary approach.

Elevation / Perspective of Window Sign

ATTACHMENT C



SITE ADDRESS	916 Green Bay Rd. Winnetka, IL 60093
SIGN TYPE	Window Sign
PHYSICAL MATERIAL	Vinyl
DIMENSIONS OF WINDOW GLASS	70"(h) x 92"(w) = 6550 SQ.IN = 44.72 SQ.FT
TOTAL SIGN AREA	13"(h) x 49"(w) = 637 SQ.IN = 4.42 SQ.FT

SIGNAGURE / APPROVAL

Details of Window Sign



Client: OAK SPA NAILS

Drawing #:

All sign designs and concepts shown here are confidential and are the property of K&C LED Design. They are not to be distributed, exhibited, copied, or otherwise used without our written permission.

Approved:

Date: September 1, 2019

COMPUTER GENERATED COLORS ARE NOT A TRUE MATCH TO ANY PMS, VINYL, OR PAINT.

Scale: 1"= 108"

Drawn by: K&C LED DESIGN, INC.

Rev Date: September 10, 2019

K&C LED DESIGN, INC

Elevation / Perspective of Window Sign

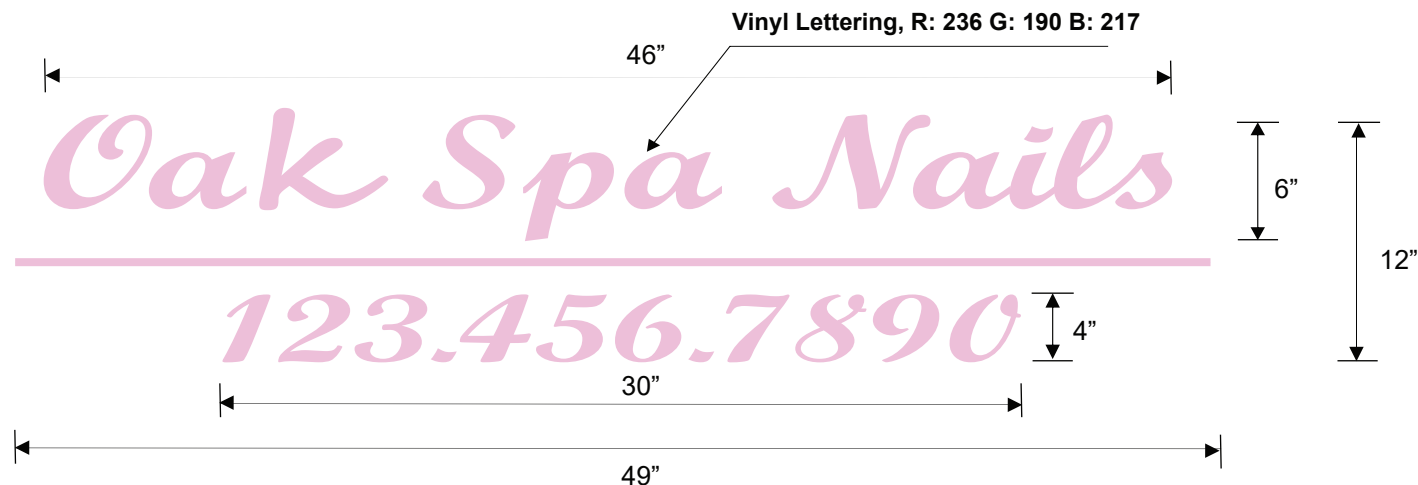
ATTACHMENT D



SITE ADDRESS	916 Green Bay Rd. Winnetka, IL 60093
SIGN TYPE	Window Sign
PHYSICAL MATERIAL	Vinyl
DIMENSIONS OF WINDOW GLASS	70"(h) x 92"(w) = 6550 SQ.IN = 44.72 SQ.FT
TOTAL SIGN AREA	12"(h) x 49"(w) = 588 SQ.IN = 4.08 SQ.FT

SIGNAGURE / APPROVAL

Details of Window Sign



Client: OAK SPA NAILS

Drawing #:

Approved:

Date: September 1, 2019

Scale: 1"= 108"

Drawn by: K&C LED DESIGN, INC.

Rev Date: September 10, 2019

All sign designs and concepts shown here are confidential and are the property of K&C LED Design. They are not to be distributed, exhibited, copied, or otherwise used without our written permission.

COMPUTER GENERATED COLORS ARE NOT A TRUE MATCH TO ANY PMS, VINYL, OR PAINT.

Drop Agenda Packet - Oak Spa Nails - Page 13
K&C LED DESIGN, INC

ATTACHMENT E
VILLAGE OF WINNETKA, ILLINOIS
DEPARTMENT OF COMMUNITY DEVELOPMENT

AWNING PERMIT APPLICATION

Tenant/Lessee

Name of Business: <u>Bedside Manor Ltd.</u>		Primary contact name: <u>Meg and Michael Carroll</u>	Phone: <u>773-404-9389</u>
Street Address: <u>920 Green Bay Rd.</u>		Fax: <u>773-404-8155</u>	
City <u>Winnetka</u>	State <u>IL</u>	Zip Code <u>60093</u>	Email: <u>carrollassoc@msn.com</u>

Awning Company

Name of Awning Company: <u>Evanston Awning Co.</u>		Primary contact name: <u>George Schaefer</u>	Phone: <u>847-864-4520</u>
Street Address: <u>2801 Central St.</u>		Fax: <u>847-864-5886</u>	
City <u>Evanston</u>	State <u>IL</u>	Zip Code <u>60201</u>	Email: <u>awnings@evanstonawnings.com</u>

Property Owner

Name of Company: <u>TBS Properties LLC</u>		Primary contact name: <u>Andrei Silverstein</u>	Phone: <u>773-327-4444</u>
Street Address: <u>3754 N. Southport Ave.</u>		Fax: <u>773-327-4455</u>	
City <u>Chicago</u>	State <u>IL</u>	Zip Code <u>60613</u>	Email: <u>office@tbsprop.com</u>

Awning is ☐ retractable, or ☒ rigid
☒ new awning, or ☐ recovering of existing frame

Description of fabric type and color (attach samples) Sunbrella Marine Blue #4678

Description of awning sign material, method of application and color SGS applied graphics in white 6" letters

Height of awning logo/copy: 8'0" inches (The valance is 8" with 6" lettering.
The bottom of the valance is 8' in height)

Awning Dimensions: Width 11'6" Height 8'0" Projection from building face: 2'0"
9'6" 8'0" clearance above the walk 2'0"

OFFICE USE ONLY	PERMIT FEE (\$70 each)	\$140 (\$70 each)
CONDITIONS OF APPROVAL:	As presented	PERMIT #A13-0005



2801 Central St.
Evanston, IL 60201
Phone: 847-864-4520
Fax: 847-864-5886

awnings@evanstonawnings.com
EVANSTONAWNINGS.COM

Sales: George Schaefer, CPP, Sales Mgr
Rendering by: Aaron Hunzinger



NOTES:

using Sunbrella material #4678 Marine Blue



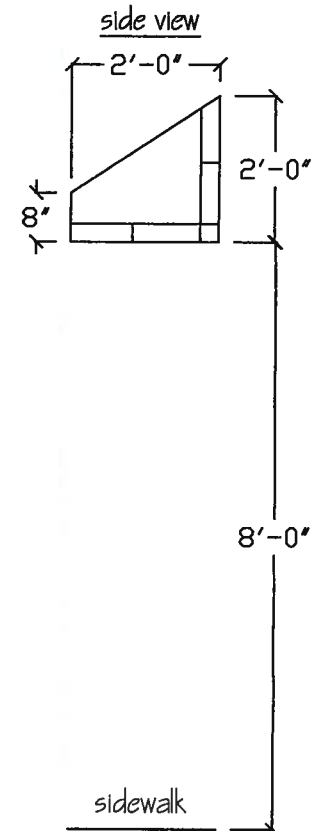
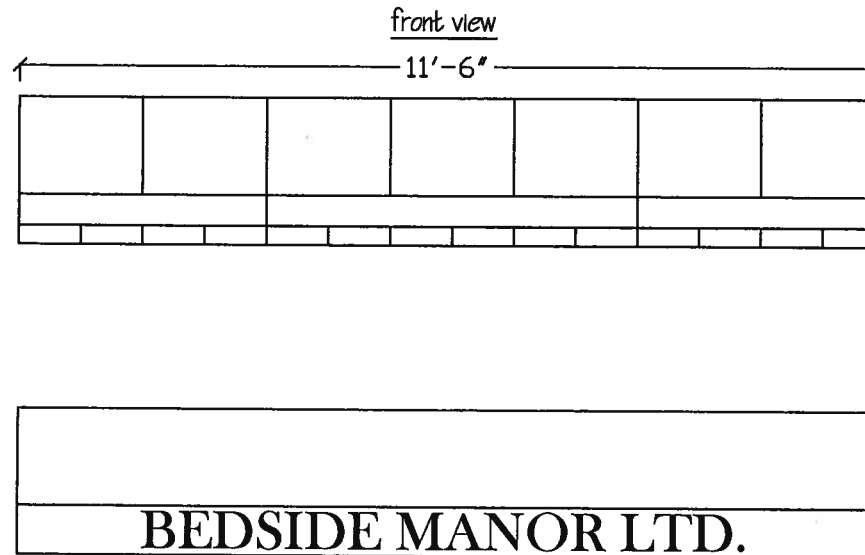
JOB NAME	Bedside Manor Ltd.	PHONE	847-612-1408 (Meg cell)
CONTACT	Michael and Meg Carroll	FAX	773-404-8155
JOB ADDRESS	920 Greenbay Rd.	EMAIL	
CITY, STATE, ZIP	Winnetka, IL. 60093	MISC.	

This image belongs to Evanston Awning Co. and was produced to only represent awning design, fabric color and graphic placement, as recommended from discussion with customer. Changes can be made to any feature prior to production. Please indicate your approval of this image with your signature.

2

Traditional style stationary awnings with end wings and a stationary valance manufactured complete and installed on the E/F front of building. Frames made of 1" sq and $\frac{1}{2}$ " rd welded galvanized steel tubing, with welds ground, primed and painted silver. Fabric attached by the lace-on method, using Sunbrella material #4678 Marine Blue.

- awning sizes: (1) AS SHOWN BELOW
(1) 9'-6" w x 2'-0" h (including valance) x 2'-0" out
- Lettering/ signage applied to valance area of both awnings only @6" h, white color.



2801 Central St. Evanston, IL 60201
847-864-4520

By signing this drawing you are agreeing with the proportionate shape and sizes indicated, fabric color and pattern, and proportionate graphics for the awning you have contracted to purchase from E.A.C.. This image belongs to E.A.C. and cannot be reproduced or used for alternate purposes.

Sign as approved for manufacturing

DR Agenda Packet

Job: Bedside Manor Ltd.
920 Greenbay Rd.
Winnetka, IL. 60093
Contact: Michael/Meg
Scale: $\frac{3}{8}$ " = 1'-0"
Date: 11-20-2013



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: DESIGN REVIEW BOARD
FROM: CHRISTOPHER MARX, AICP, ASSOCIATE PLANNER
DATE: OCTOBER 11, 2019
SUBJECT: CASE NO. 19-33-DR: 566 LINCOLN AVENUE - WINNETKA GALLERIA BUILDING - CONSIDERATION OF CERTIFICATE OF APPROPRIATENESS FOR ROOF REPLACEMENT

INTRODUCTION

On October 17, 2019, the Design Review Board is scheduled to consider an application submitted by Rick Olsinski (the "Applicant"), as a contractor and representative of Winnetka Galleria Home Owners (the "Owners"), for the property located at 566 Lincoln Avenue (the "Subject Property"), for a Certificate of Appropriateness to allow the replacement of roof shingles on the main building of the Subject Property.

PROPERTY DESCRIPTION

The Subject Property is located on the west side of Lincoln Avenue between Elm Street and Pine Street. -It is zoned C-2 General Retail Commercial and is located in the Commercial Overlay District. The Subject Property contains a two-and-a-half story building that is called the Winnetka Galleria. The building has a traditional masonry and limestone exterior with a flat roof and several pitched-roof gables that are recessed from the street frontage and slightly visible from the public right-of-way. The building contains residential units as well as several commercial tenants including *Coldwell Banker Realtors*, *TJ Cullen Jewelers*, the *60's Beauty Lash Salon*, and *Elm Street Pediatrics*. Figures 1 through 4 later in this report identify the Subject Property.

CURRENT REQUEST

The Applicant is proposing to replace the cedar roof shingles on the gables that ascend from the building's mostly flat roof. The gables are mostly on the building's third story and recessed from the street frontage, but some are visible from the public right-of-way. The Applicant states that the cedar shingles are the originally installed materials from the building's construction in the late 1990's. He states the shingles are degrading to the point of creating water leakage problems within the building. The Applicant is proposing to replace the cedar shingles with traditional asphalt shingles to provide better resistance to weather without compromising the aesthetic of the building. He states that no changes will be made to the flat portions of the roof. A material sample will be available for viewing at the DRB meeting. The application materials are included in this report as Attachment A.

DESIGN GUIDELINES ANALYSIS

The Village's Design Guidelines provide guidance on acceptable materials for a building's roof. The Guidelines state that mixed-use buildings with commercial and residential uses should have roof materials made of several possible materials including wood shingles and "architectural series of asphalt

shingles.” Compliance of the proposed asphalt shingles to Design Guidelines can be determined by the DRB at the meeting. A Design Guidelines excerpt is included as Attachment B.

SUMMARY

The Applicant requests that the DRB find the proposed roof replacement materials as compatible with the Design Guidelines and approve the improvements as proposed. Should the DRB approve the Certificate of Appropriateness for the proposed exterior alterations, the Applicant would first need to receive a Building Permit from the Community Development Department prior to installation.

ATTACHMENTS

Attachment A: Application Materials

Attachment B: Excerpt of Design Guidelines



Figure 1 – Subject Property – Street façade along Lincoln Avenue



Figure 2 – Subject Property – Rear view, from north public parking lot.



Figure 3 – Subject Property – Clock tower and visible roof segment along street frontage.



Figure 4 – Subject Property – Up close image of cedar roof shingles on roof gables.

ATTACHMENT A
VILLAGE OF WINNETKA, ILLINOIS
DEPARTMENT OF COMMUNITY DEVELOPMENT

**APPLICATION FOR
CERTIFICATE OF APPROPRIATENESS**

PROJECT ADDRESS 566 Lincoln.
NAME OF BUSINESS(ES) Winnetka Galleria

REAL ESTATE INDEX NUMBER			
05			

Application is hereby made for the following work (please check all that apply):

- ☐ Sign
☐ Awning
☒ Other (general description)

Sign permit application attached? ☐
Awning permit application attached? ☐

Roof Replacement

Please provide a detailed description of the proposed work (attached separate sheets, material specifications, photographs, etc.):

Remove cedar shingles, replace with new GAF Timberline
Architectural Shingles, (Sample provided). AREA's to be replaced are
Gabled and Visibility from Street is only about 20-30%.

I/We hereby certify that as _____ (Lessee/Owner) of the property at _____ (address) I am/we are authorized to submit plans for alteration of the subject property. I/We agree to perform the subject work in accordance with the conditions of approval by the Winnetka Design Review Board, as well as all other applicable codes, rules and regulations of the Village of Winnetka.

SIGNED

PRINT NAME(S)

ADDRESS

PHONE NUMBER

[Redacted Signature]

Rick Olsinski

17W 049 Center St

Bensenville IL 60106

[Redacted Phone Number]

FOR OFFICE USE ONLY	
COA applied for (date)	_____
COA Case Number	_____
COA issued (date)	_____

PRIMARY DESIGN FIRM

CONTACT NAME

ADDRESS

PHONE NUMBER

FAX NUMBER

ALL-PRO

COA-2019-1008
\$125.00 Appl. Fee pd. 10/10/19

ATTACHMENT B

Village of Winnetka, Illinois

the EIFS must resemble exterior grade stucco of the historic English Tudor buildings in the Village.

Acceptable Materials:

a. Primary Facade

Commercial, Mixed Use, Multiple-Family and Institutional

Modular face brick (See figure 43)
Limestone (Limited to partial first floor only. Limestone is to be integrated with brick for multiple-family residential) (See figure 44)
Cast stone, which clearly simulates stone, is limited to accent pieces such as belt courses, sills and shoes. (Split face or rusticated are not permitted.)
Exterior grade stucco with wood trim (See figure 45)
Wood siding (Multi family Residential only)



Figure 43

b. Secondary Facade

Commercial, Mixed Use, Multiple-Family and Institutional

Modular face brick (See figure 43)
Modular common brick
Dressed limestone (Limited to first floor only) (See figure 44)
Cast stone, which clearly simulates stone, is limited to accent pieces such as belt courses, sills and shoes. (Split face or rusticated are not permitted.)
Exterior grade Stucco with wood trim (See figure 45)
EIFS (upper floors only, troweled texture to resemble stucco) (See figure 46)



Figure 44

c. Roof materials

Commercial, Mixed Use, Multiple-Family and Institutional.

Clay Tiles (See figure 47)
Cement Tiles and Shingles
Ceramic Tiles that simulate natural materials.



Figure 45

Architectural Series of Asphalt Shingles
(3 ply) (See figure 49)
Wood Shingles (Fire treated)
Slate (See figure 48)
Real Copper (No other metal roofs are
allowed)



Figure 46

Institutional only

Flat roofs must be hidden by parapet
on primary / secondary facades.

Commercial and Multiple- Family

Flat roof must not be visible from
street, pedestrian, or open spaces.

d. Door and Window Materials:

Commercial, Mixed Use, Institutional,
Multiple- Family Residential: Entry
doors should be wood or aluminum
stile and rail with varying degrees of
glass. Public entry doors should be
fully glazed whereas private and semi-
private entries should be primarily
solid panel doors. Storefront window
units should be either paneled
aluminum or brass. Many original
storefronts, some with transom
windows, remain in the districts.
Efforts should be taken to
repair and renovate these systems
where feasible. Window frames should
be wood, steel or aluminum. Vinyl
windows are not acceptable. Muntin
divisions should be real divided glass
or simulated with spacer bars. Snap-in
muntins are not acceptable. Color
selection should be sympathetic with
the overall building color palette and
take into account the adjacent building
materials within the structure,
immediately adjacent structures,
structures within the same block and
structures across the street.

Entry door hardware is to be exterior grade with weather-resistant finish. Hardware
design and finish is to be appropriate with facade articulation, color palette and
district character. Glazing should be clear glass without tint or film.



Figure 47



Figure 48



Figure 49



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: DESIGN REVIEW BOARD
FROM: DAVID SCHOON, DIRECTOR
DATE: OCTOBER 11, 2019
SUBJECT: COMPREHENSIVE PLAN - DISCUSS IDEAS TO INCORPORATE INTO THE PLAN

At the October 17, 2019, Design Review Board meeting, the Board is scheduled to further discuss ideas to incorporate into a new comprehensive plan. The Board was scheduled continue its discussion at its September meeting, but given only four Board members were going to be present the Board deferred its discussion to the October meeting. Attached is a copy of staff report that was provided the Board for the September meeting.



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: DESIGN REVIEW BOARD
FROM: DAVID SCHOON, DIRECTOR
DATE: SEPTEMBER 12, 2019
**SUBJECT: COMPREHENSIVE PLAN – CONTINUED DISCUSSION OF IDEAS TO
INCORPORATE INTO THE COMPREHENSIVE PLAN**

At the September 19, 2019 Design Review Board meeting, the Board is scheduled to continue its discussion of ideas that it would like to see addressed in the new comprehensive plan. At the August 22 meeting, the Board began the process of identifying ideas to incorporate into the plan. The Board went through the process of identifying the community's strengths, weaknesses, opportunities and threats as they relate to the community as a place to live, work, or operate a business. Attachment A contains a list of the items Board members identified.

The following is staff's attempt to synthesize and summarize Board member's ideas. We organized the ideas into two categories (1) community characteristics and features that **should be maintained and/or enhanced** and (2) community characteristics and features that **should be improved**:

Based upon the ideas shared, the following are **community characteristics and features that should be maintained and/or enhanced**:

- A. The high quality, neighborhood-focused public and private primary schools and excellent secondary school.
- B. A safe place for families to raise children.
- C. A mature and established, high quality community that is desirable.
- D. The community's location along Lake Michigan, its human-scale physical layout, its eclectic architecture, and its tree canopy provides a traditional yet unique neighborhood/residential feel.
- E. The high quality Park District beaches, parks, recreational facilities, and green space throughout the Village.
- F. Congestion free streets that allows for a very walkable and bikeable community.
- G. The ease of accessing the City of Chicago including Metra train service and its three train stops in the community.
- H. The Village's pedestrian-scale multi-use commercial districts, which contain a prevalence of Tudor-influenced building designs, provide a quaint and charming old world experience.
- I. The integration of diverse houses of worships embedded in the community's neighborhoods.
- J. The Community House, other service agencies, and other community activities, such as the Farmers Market, that provide a sense of community in the Village.
- K. The caucus political system which provides a framework to identify and encourage residents to serve in elected positions.

Based upon the ideas shared, the following are **community characteristics and features that should be improved**:

- A. All levels of government must address how to lessen the high tax burden on residents.
- B. Address the threat of the changing retail landscape on the vitality of the Village's commercial districts by addressing burdensome commercial zoning regulations, identifying and creating public event and gathering spaces (e.g. extension of Moffat Mall), renovating the tired commercial district streetscapes, facilitating the redevelopment of the Post Office site, advocating for property tax code changes to encourage the occupancy of vacant commercial spaces, and identifying the right economic mix of businesses to fill our store fronts,
- C. Encourage the creation of flexible zoning that allows live/work spaces and co-working spaces to provide individuals working from home options to conduct business within the community.
- D. Provide the opportunities for a variety of housing options by encouraging the development of residential units in commercial core areas, and by preserving and encouraging smaller homes for entry level family housing.
- E. Address environmental threats to the community such as flooding and lake shore erosion.
- F. Explore amendments to zoning regulations and other regulatory requirements to make it easier to renovate older homes without requiring variations.
- G. Encourage community leaders to be less complacent, more willing to think out of the box, and more open to flexible design trends and ideas in order to encourage revitalization of the Village's commercial districts.
- H. Improve the appearance of the Village by burying the unattractive overhead electric and telephone lines.
- I. Encourage regional collaboration to address regional, state, and national trends impacting the economic vitality of the community (e.g. economic trends, stability of state government, City of Chicago's aggressive efforts to attract businesses).

At the September 19 meeting, we would like the Board to review this summary and to provide comments/edits/additions to it.

We would also like to have a discussion with Board members regarding what changes we may need to make to the following zoning, design, and sign tools that the Design Review Board has at its disposal to use to maintain and enhance the desirable community characteristics or to improve those community characteristics that need improvement:

- Design Guidelines
- Sign Regulations
- Design Review Process & Sign Variation Process
- Zoning Regulations & Processes

Once the Board has had a chance to review and comment on the above tools, we then want to talk with the Board about your ideas for **a vision statement**. A vision statement is typically developed to be used as a guide when developing the goals, objectives and action steps for inclusion in the Comprehensive Plan. In a sentence or two, how would we describe the community we want Winnetka to be in twenty years?

The current Comprehensive Plan states the following as the vision for the community in 2020:

“...a village in a natural setting committed to its tradition of residential neighborhoods, citizen involvement, local shops, and educational excellence...”

Does this vision statement still capture our vision for the future? Does the vision statement need to be refined? Or do we want to create a totally different vision for our future? In preparing the vision statement the Board should be thinking about what captures the essence of the future Winnetka.

ATTACHMENTS

Attachment A: August 22, 2019, Design Review Board Discussion – List of Ideas to Include in Comprehensive Plan



STRENGTHS – AS A PLACE TO LIVE, WORK, & RUN A BUSINESS

–WINNETKA'S STRENGTHS FROM URBAN DESIGN PERSPECTIVE?

- Quaint
- Charm
- Eclectic architecture
- Tudor commercial districts
- Large trees in commercial and residential districts
- Friendly from the human scale
- Feel safe/safe for families with children
- Easy to walk/bike throughout community, pedestrian friendly
- School system strength/neighborhood schools
- Desirable community/high quality of life
- Mature and established
- Multi-use commercial districts
- Diverse houses of worships embedded in neighborhoods
- Lake eliminates traffic from east
- Old world feel
- Transit access/three train stations/lowered trains
- Proximity of city
- Commercial districts have residential scale/small town feel
- Commercial districts feel organic, even though planned
- Good green space/parks
- Park Districts
- Beaches
- Caucus
- Community House & Other community services
- Farmers market
- New Trier High School





WEAKNESSES – AS A PLACE TO LIVE, WORK, & RUN A BUSINESS

– WINNETKA'S WEAKNESS FROM AN URBAN DESIGN PERSPECTIVE?

- Ugly electric and telephone wires/poles
- Three segmented business districts
- Tax code encourages landlords to keep spaces empty
- Burdensome commercial zoning regulations
- Don't have the right economics to fill our store fronts
- Haven't been willing to think out of the box
- Lacking a major attraction/theater
- Streetscape feels tired through out the community.
- Difficult to renovate older homes – need for variations and difficult to get permit
- Projects that request a lot of variations.
- Overly burdensome regulatory process
- Taxes are staggering
- Lacking redevelopment of post office site.
- Complacent/appearing anti-development
- Extension of Moffat Mall needed





OPPORTUNITIES – AS A PLACE TO LIVE, WORK, & RUN A BUSINESS

WHAT REGIONAL, STATE, NATIONAL, WORLD URBAN DESIGN TRENDS ARE POTENTIAL OPPORTUNITIES FOR WINNETKA?

- Live/work spaces (flexible zoning)
- Carbon neutral/renewable energy design/sustainable development
- People looking for smaller homes
- Flexible design trends/ideas
- Diversified residential types
- People looking to live in commercial core areas
- People look for public event/gathering spaces
- Regional collaboration





THREATS – AS A PLACE TO LIVE, WORK, & RUN A BUSINESS

WHAT REGIONAL, STATE, NATIONAL, WORLD URBAN DESIGN TRENDS ARE THREATS TO WINNETKA?

- Suburban blight
- Changing retail landscape
- High Taxes – all types of taxes at all levels of government
- Stability of the State of Illinois government
- City of Chicago poaching suburban businesses back to the city
- Environmental threats (lake shore, stormwater)

