

**MINUTES
WINNETKA VILLAGE COUNCIL
STUDY SESSION
October 11, 2022
(Approved: xx)**

A record of a legally convened meeting of the Council of the Village of Winnetka, which was held at Council Chambers on Tuesday, October 11, 2022, at 7:00 PM.

- 1) Call to Order. President Rintz called the meeting to order at 7:00 PM. Village Manager Bahan called the roll of the Village Council. Present: Trustees Rob Apatoff, Andy Cripe, Bob Dearborn, Kim Handler, and John Swierk. Absent: Trustee Tina Dalman. Also present: Assistant Village Manager Kristin Kazenas, Village Attorney Ben Schuster, Deputy Village Clerk Berina Gradjan, Community Development Director David Schoon, and 0 persons in the audience.

- 2) Public Comment. None.

- 3) Policy Discussion Regarding Proposed Amendments to Window Sign Requirements and Guidelines and to Sign Variation Standards.

President Rintz states that the Design Review Board is seeking direction from Council regarding proposed amendments to the Village's sign codes and design guidelines related to window signs requirements and sign variation standards.

The Design Review Board is currently studying amendments to the sign code regulations and design guidelines for all signs in response to the Downtown Master Plan suggesting that the Village consider circumstances where staff could administratively review and approve certain items requiring design review.

Community Development Director David Schoon presents the sign regulations overview as well as the overall sign application process requiring staff review and approval and Design Review Board review and approval. Staff may consider approval pertaining to window and building sign limitations based on the letter and logo size requirements, materials and colors, and sign placement. Signage that may not meet staff level approvals will then need to be presented to the Design Review Board.

David Schoon presents the approval level of the Design Review Board based on window and building sign limitations such as sign area, materials and colors, and illumination standards.

Council discusses variation requests pertaining to prohibited signage, consistency of signage and aesthetic, sign permits and the approval process at the staff and Design Review Board level. David School and members of Council also discuss the preoccupancy process for new businesses and staff enforcement efforts pertaining to signage.

Final proposed amendments to the Village's sign code and design guidelines will be brought before Council in 2023 for approval.

- 4) Closed Session for the Purpose of Discussing the Sale or Lease and Related Compensation of Village Property Pursuant to Section 2(c)(6) and for the Purpose of Discussing Probable or Imminent Litigation Pursuant to Section 2(c)(11) of the Open Meetings.

Trustee Dearborn, seconded by Trustee Cripe, moved to adjourn to Closed Session for the Purpose of Discussing the Sale or Lease and Related Compensation of Village Property Pursuant to Section 2(c)(6) and for Purpose of Discussing Probable or Imminent Litigation Pursuant to Section 2(c)(11) of the Open Meetings Act and to adjourn the Open Meeting automatically and immediately upon the conclusion of the Closed Session without the conduct of any further business or comments. By roll call vote, the motion carried. Ayes: Trustees Apatoff, Dalman, Dearborn, Cripe, Handler, and Swierk. Nays: None. Absent: None.

The Council adjourned into Closed Session at 8:21 p.m.

- 5) Adjournment. The Closed Session meeting ended at 9:29 p.m.

/s/Berina Gradjan, Deputy Village Clerk
Recording Secretary