



**DESIGN REVIEW BOARD/SIGN BOARD OF APPEALS REGULAR MEETING**  
**THURSDAY, NOVEMBER 18, 2021 - 7:00 PM**  
**WINNETKA VILLAGE HALL COUNCIL CHAMBERS – 510 GREEN BAY ROAD**  
**AGENDA ITEMS**

1. Call to Order.
2. Approval of Minutes
  - a. October 21, 2021, Special Meeting
  - b. October 21, 2021, Regular Meeting
3. **Case No. 21-26: 566 Chestnut Street – La Taquiza:** Certificate of Appropriateness for a hardscape area adjacent to business and Sign Permit and Sign Code Variation request to allow four existing signs on the storefront at 566 Chestnut Street.
4. **Case No. 21-27: 723 Elm Street – Hoffman Real Estate:** Awning Permit to allow installation of awnings on the street façade of the building at 723 Elm Street.
5. **Case No. 21-28: 874 Green Bay Road – Kameo Vintage:** Sign Permit to allow installation of window signs for the new business, Kameo Vintage, located at 874 Green Bay Road.
6. **Case No. 21-29: 88 Green Bay Road – 7-Eleven:** Certificate of Appropriateness to allow the installation of a new mansard roof for the building at 88 Green Bay Road.
7. **Case No. 21-17: 455 Linden Street – New Multi-Family Residential Building (Continued from the September 29, 2021, special meeting and the October 21, 2021, meeting):** Certificate of Appropriateness to allow construction of a new four-unit multi-family residential building at 455 Linden Street.
8. Other Business.
  - a. December 16, 2021, Meeting - Quorum check.
  - b. Comprehensive Plan Update.
9. Public Comment.
10. Adjournment.

Note: Public comment is permitted on all agenda items at the meeting. If you wish to provide testimony or comments prior to the meeting, you may provide them one of two ways: (1) by sending an email to [planning@winnetka.org](mailto:planning@winnetka.org); or by sending a letter to Community Development, Village of Winnetka, 510 Green Bay Rd, Winnetka, IL 60093.

**NOTICE**

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). **Also, in accordance with the CDC guidance, the Village is requiring everyone to wear a face covering upon entering any Village facility, including the Village Hall. If you are unable to safely wear a face covering due to a medical condition or disability, please contact the Village ADA Coordinator by 3:00 p.m. the date of the meeting to request reasonable accommodations.**



**Winnetka Design Review Board/Sign Board of Appeals Special Meeting Minutes  
October 21, 2021**

**Members Present:**

Kirk Albinson, Chairman  
Paul Konstant  
Maggie Meiners  
Katie Moor

**Members Absent:**

Michael Klaskin  
Michael Ritter

**Village Staff:**

David Schoon, Director of Community Development  
Christopher Marx, Associate Planner

**Call to Order:**

Chairman Albinson called the meeting to order at 6:04 p.m.

**Winnetka Futures 2040 Plan Discussion.**

Mr. Schoon provided an introduction of the Winnetka Futures 2040 Plan discussion. He stated The Lakota Group would like to hear the Board's most recent comments and thoughts to contribute to the discussion.

Scott Freres of The Lakota Group introduced himself and Becky Hurley. He then informed the Board they are meeting with the different boards to find out what has changed over the last 1.5 years since the time of their initial discussions. Mr. Freres stated they would also continue to engage with focus groups. Mr. Freres also referred to the Pillars of the Comprehensive Plan which is included in the packet. He then identified the other associates working with them on the project including zoning and land use experts as well as market and economic professionals. Mr. Freres informed the Board they have consistently heard from the community that there is not a sufficient supply of housing options for seniors who want to remain in the community and stated they also need to hear from the younger families who now live in the Village and who will be voice of the community for the future. He then referred to the community character issue and the determination of what that meant in terms of regulations, creativity, etc. He stated they heard repeatedly from the business community that they have been stifled and they want to hear the Board's ideas in terms of design, cultural perspective and heritage.

Ms. Hurley stated they would continue to build off the feedback they received from the boards, focus groups, etc. She agreed with Mr. Freres' comments and asked the Board for any new ideas or concerns which have arisen since the pandemic. Mr. Freres then as an example summarized new rules and issues which changed for the Landmark Preservation Commission.

Ms. Meiners referred to the One Winnetka project and the post office site and stated it would not be a good idea to come up with any new ideas without knowing what is going to happen with these two sites. She also questioned whether they would be able to play an impactful role for those two locations. Mr. Freres responded the Village is only able to control the properties they own. He stated developing clarity should come out of this process for all of the sites in the Village. Mr. Freres referred to the Green Bay Road corridor and the manner in which it has changed over the years. Mr. Freres stated there are economic issues involved and commented time is the enemy for a developer which ended up sinking the ship with the One Winnetka project. He then stated they need a development on that site which supports density, activity, liveliness and energy while addressing design concerns, regulations, etc. He indicated a new proposal for that site would be coming forth soon while the Comprehensive Plan process will have to catch up to it. Mr. Freres referred to the issues related to the post office site, Indian Hill and Hubbard Woods which they will consider. He stated they have repeatedly heard from the community and developers that clarity is needed relating to the process. Mr. Freres confirmed they would address each of those issues in the process.

Chairman Albinson stated the Comprehensive Plan seemed to be all encompassing. Mr. Freres stated they are setting a policy guidebook for the Village's leadership to act on over the next 20 years which included setting a mission and

1 goal for key tenants in the community and setting an action plan for specific initiatives they would like to see happen  
2 over the next 20 years. He referred to membership changes in the boards over years and the need evaluate policy  
3 and initiatives to meet new goals.  
4

5 Mr. Konstant stated he has heard developers say they do not want to come to Winnetka since the process is so  
6 difficult and that perception needs to change. Chairman Albinson stated the Board did not slow down the One  
7 Winnetka process. Mr. Konstant described how that developer came in with the wrong idea in terms of the building's  
8 design and did not want to listen to the Board's comments. Mr. Freres stated the delays also related to the Boards'  
9 membership changes. He stated he was previously on this Board and informed them of the Orange Julius applicant  
10 and the difficulty the Board put him through for a slide window opening. Ms. Hurley stated with regard to the  
11 question of whether the issue was tied with the people or the policy, they have heard more clarity is needed in what  
12 we are trying to implement and there should be less subjective consideration which would allow the Village to  
13 become more welcoming. Mr. Freres added zoning variation requirements may need to be changed in order to save  
14 older homes. He also suggested that the Village staff should be given more latitude to make more decisions.  
15

16 Ms. Moor asked Mr. Freres what is working in other communities that can work in the Village. Mr. Freres responded  
17 those communities are more receptive to change, creativity and entrepreneurial spirit of business. He referred to  
18 the loss of Lake Forest's housing values which dropped due to the amount of restrictions. Chairman Albinson  
19 commented there should be a healthy balance to ensure desirability and not to focus solely on economics on the  
20 opposite hand. He then described the charm of downtown as a draw. Ms. Moor stated with regard to recently  
21 opened businesses, there is excitement there with the Village being on the right path. She also stated while they do  
22 not want to become Wilmette or Evanston, they need to be more business friendly. Ms. Meiners stated with regard  
23 to design aesthetics, creativity and flexibility, developers felt there needed to be a Tudor aspect included to pass this  
24 Board. She suggested they distinguish between the language of contemporary Tudor and include more flexible,  
25 creative design language. Mr. Konstant agreed and stated new development should respect the surrounding areas.  
26

27 Chairman Albinson agreed Tudor does not need to be prescribed and referred to "authenticity" with regard to new  
28 applications and that nice development which is economically viable is important. He also commented he felt the  
29 Board responded appropriately to the One Winnetka development. He stated maintaining the Village to the high  
30 standards they have and community desirability is his approach in terms of his role on the Board. Chairman Albinson  
31 stated they must transfer that to the Comprehensive Plan. Mr. Freres stated they need to make a recommendation  
32 or initiatives which allow them more flexibility and teeth. He stated the consultants' job is to benchmark the Village  
33 against comparable communities and referred to Scarsdale, New York as being similar to Winnetka which had a  
34 similar problem with a One Winnetka type project. Mr. Freres stated the answers to the questions raised can be  
35 answered by solutions reached by comparable communities which they will present to the Board as part of their  
36 process.  
37

38 Mr. Freres stated people being home more and walking the streets lead to an appreciation of the community's  
39 architecture. Ms. Moor referred to the appreciation for the lakefront development. Chairman Albinson referred to  
40 the Park District shelter in Hubbard Woods as an example of them doing their job in terms of design excellence. He  
41 suggested there be a way to include in the Comprehensive Plan reinforcement of the concept of it and not be  
42 prescriptive in that it has to be a certain style. Chairman Albinson also stated in terms of what has changed over the  
43 last 1.5 years, the Board reviewed the concept of menus posted at restaurant entrances as well as being flexible with  
44 regard to downtown businesses. Mr. Freres stated while the community placed an extreme amount of importance  
45 on architecture and design, he referred to Mr. Konstant's comments relating to the Hubbard Woods park shelter.  
46 He noted the shelter was funded through a grant which had a small budget and asked the Board to what degree  
47 would the community be willing to provide financing to get to a level of quality they want in terms of future  
48 development and referred to One Winnetka as an example. He noted TIFs can be used to finance the Village's  
49 demands and wants, etc. above those that a developer may not be able to provide. Mr. Freres informed the Board  
50 that issue came up repeatedly in other communities and stated the question is whether the community should self-  
51 fund in order to get what they want out it.  
52

1 Mr. Freres then stated in terms of next steps, he identified the remaining meetings the consultants have scheduled  
2 with other boards. He stated they would then finalize their State of the Village report which would be updated with  
3 the new data they receive which would be shared with all of the boards and commissions followed by the project's  
4 envisioning phase with the goal to finalize the Comprehensive Plan in the fall of 2022.

5  
6 **Public Comment.**

7 No comments were made at this time.  
8

9 **Adjournment:**

10 A motion to adjourn was made by Mr. Konstant and seconded by Ms. Moor. A vote was taken and the motion  
11 unanimously passed, 4 to 0:

12 AYES: Albinson, Konstant, Meiners, Moor

13 NAYS: None  
14

15 The meeting was adjourned at 6:59 p.m.  
16

17 Respectfully submitted,  
18

19 Antionette Johnson

20 Recording Secretary

DRAFT

## Winnetka Design Review Board/Sign Board of Appeals Meeting Minutes October 21, 2021

**Members Present:**

Kirk Albinson, Chairman  
Paul Konstant  
Maggie Meiners  
Katie Moor

**Members Absent:**

Michael Klaskin  
Michael Ritter

**Village Staff:**

David Schoon, Director of Community Development  
Christopher Marx, Associate Planner

### Call to Order:

Chairman Albinson called the meeting to order at 7:03 p.m.

**Approval of Minutes – September 29, 2021.**

Chairman Albinson asked for a motion to approve the September 29, 2021 and asked if there were any comments or a motion. Mr. Konstant moved to approve the September 29, 2021 meeting minutes and Ms. Moor seconded the motion. A vote was taken and the motion unanimously passed, 4 to 0:

AYES: Albinson, Konstant, Meiners, Moor

NAYS: None

Chairman Albinson revised the agenda order and called the Balloons and Paper application first.

**Case No. 21-25 550 Lincoln Avenue – Balloons and Paper: Sign permit to allow installation of a window sign for the new business, Balloons and Paper, located at 550 Lincoln Avenue.**

Mr. Marx identified the business' operations and stated the request is for a wall sign and vinyl application window sign in the window's center which are compliant with the sign code regulations. He described the materials to be used on the window and wall signs and asked if there were any questions.

Chairman Albinson then asked if there were any questions warranting discussion or a motion. Ms. Meiners moved to approve the request as presented. Chairman Albinson then asked if there were any comments from the public. No comments were made at this time. Mr. Konstant seconded the motion. A vote was taken and the motion unanimously passed, 4 to 0:

AYES: Albinson, Konstant, Meiners, Moor

NAYS: None

**Case No. 21-32-SU: 470 Maple Street – Christ Church Winnetka: Certificate of Appropriateness to allow construction of a one story vestibule addition to the existing church building at 470 Maple Street.**

Mr. Schoon referred to the PowerPoint presentation to be used by the applicant. John Myefski and Mike Karkowski of Myefski Architects introduced themselves to the Board. Mr. Myefski stated the church wants to rehabilitate the facility and turn it into a community facility which would be done in three phases. He noted the first phase would bring the building up to ADA requirements and identified the project's location. Mr. Myefski stated the stairs would be replaced in an ADA compliant matter and

1 referred to the great hall describing how the uncovered stairs would be covered as well as an elevator  
2 installation with a lift in a location he identified in the courtyard.

3  
4 He then identified the existing façade which would not be affected and explained the reasoning for the  
5 elevator installation's placement. He also identified the building's features and materials to be used  
6 which would match the existing building and asked if there were any questions.

7  
8 Chairman Albinson also asked if there were any questions from the Board or the audience. No questions  
9 were raised at this time. He then asked for a motion.

10  
11 A motion to issue a Certificate of Appropriateness to approve the request as presented was made by Mr.  
12 Konstant and seconded by Ms. Meiners. A vote was taken and the motion unanimously passed, 4 to 0:

13 AYES: Albinson, Konstant, Meiners, Moor

14 NAYS: None

15  
16 **Case No. 21-17: 455 Linden Street – New Multi-Family Residential Building (Continued from the**  
17 **September 29, 2021 special meeting): Certificate of Appropriateness to allow construction of a new**  
18 **four unit multi-family residential building at 455 Linden Street.**

19 Mr. Schoon noted the request was continued from the last meeting due to the Board's concerns relating  
20 to the original design and a revised plan was submitted by the applicant.

21  
22 The applicant stated a lot of the exterior appearance was revised including the Board's suggestions.  
23 Chris Talsma, the architect, stated they responded to key concerns raised by the Board including the  
24 roof line which was straightened out along with window revisions and painted clapboard siding to match  
25 the building next door. He also stated the planters would be removed and the underground parking  
26 would project only 2 feet out from the façade. Mr. Talsma then stated a terrace at grade is now included  
27 in place of the planters and that an architectural shingle roof would be used along with red brick noting  
28 the building height would be 1 foot lower than ordinance requirements. He then asked if there were any  
29 questions.

30  
31 Chairman Albinson questioned the stair element and Mr. Talsma responded by describing the material  
32 to be used in an attempt to keep the staircase open in appearance. Chairman Albinson referred to the  
33 upper window on the second floor and Mr. Talsma responded there is a vaulted ceiling in that space  
34 which would also be visible from inside. He also stated the material would be painted white cedar  
35 clapboard. Ms. Meiners commented the windows felt commercial and then referred to the window  
36 material sample and asked about divided lights being added to the windows. Mr. Talsma referred to his  
37 original presentation outlining the window and the aversion to divided light windows. He then stated he  
38 is reluctant to introduce that type of applique and it would not benefit the building. Ms. Meiners  
39 commented the panes are important when comparing them to homes in the neighborhood. Chairman  
40 Albinson asked for an explanation of the siding, windows brick, and roof colors. Mr. Talsma responded  
41 there would be white siding, black window frames, red brick and asphalt shingles. Member Konstant  
42 stated he agreed with the addition of divided lights, and that the windows in the stairwell should be  
43 similar to the other windows.

44  
45 Chairman Albinson then asked for public comment. Christine Goss, 465 Linden, stated she lived behind  
46 the building and asked how the terraces would be accessed from the rear of the building. She also asked  
47 with regard to the roofline if the second floor windows dictated the roofline. Ms. Goss then read her  
48 comments into the record outlining her concerns relating to the height, roofline and appearance and its

1 effect on Linden and the neighborhood. Mr. Talsma responded it would be a simple change to add doors  
2 to the rear. He then stated flat roofs are not permitted and the roof height cannot be lowered which is a  
3 function of the required roof pitch.

4  
5 Chairman Albinson asked if there were any other comments. No additional comments were made at this  
6 time. He then called the matter in for discussion. Mr. Talsma noted trees were only documented on  
7 their property. Mr. Schoon confirmed the ZBA would address zoning issues. Ms. Meiners referred to the  
8 amount of windows on the north elevation which had a commercial feeling. She also commented that  
9 the red brick did not seem to be compatible with the subtle colors of the rest of the building. Ms.  
10 Meiners stated a resolution of those two issues would alleviate some of the concern raised. Chairman  
11 Albinson commented he appreciated the modern look to the building and his concerns with regard to  
12 the roof and behind the glass element were addressed. He then stated he agreed with Ms. Meiners'  
13 concerns and commented the original presentation was more authentic than the revised version. He  
14 stated he was not fond of the running bond in the front stairwell. He was not convinced on the window  
15 in the middle on the south elevation. He asked for more refinement on these items and those  
16 mentioned by Member Meiners, as well as material samples. Mr. Konstant discussed the possibility of a  
17 hip roof and Mr. Talsma responded he would consider it although the design guidelines do not allow it.  
18 Mr. Talsma also asked for a further opportunity to respond to the comments raised.

19  
20 Chairman Albinson asked if a shadow light study is required and Mr. Schoon confirmed while it is not, he  
21 noted variations are being requested. Ms. Moor commented the new design is an improvement and  
22 agreed with the concern in connection with the red glaze. She stated the building should be made to fit  
23 in the neighborhood and the commercial elements are concerning to her.

24  
25 Chairman Albinson summarized the Board's concerns relating to (a) the window organization, mass and  
26 context on the north elevation relating to the neighboring properties, (b) building encroachment on  
27 homes facing Linden, (c) stair glazing with current window pattern, (d) window placement on the south  
28 elevation, and (e) the need for more information on materials and structure's color and the modern  
29 interpretation of a more traditional form. He asked if the Board would like to vote, straw poll or ask the  
30 applicant to come back before the Board. The Board Members agreed with asking the applicant to come  
31 back to address the concerns raised.

32  
33 Chairman Albinson confirmed the item would be continued to the November 18, 2021 meeting. Mr.  
34 Schoon confirmed the meeting would be continued to a date certain once a quorum is confirmed.

35  
36 Ms. Meiners moved to continue the matter to the November 18, 2021 meeting. Ms. Moor seconded the  
37 motion. A vote was taken and the motion unanimously passed, 4 to 0:

38 AYES: Albinson, Konstant, Meiners, Moor

39 NAYS: None

40  
41 **Other Business.**

42 a. November 18, 2021 – Quorum check.

43 The Board previously discussed their availability.

44  
45 b. Comprehensive Plan Update.

46 No additional comments were made at this time.

47  
48 **Public Comment.**



1 No comments were made at this time.

2  
3 **Adjournment:**

4 A motion to adjourn was made by Mr. Konstant and seconded by Ms. Meiners. A vote was taken and the  
5 motion unanimously passed, 4 to 0:

6 AYES: Albinson, Konstant, Meiners, Moor

7 NAYS: None

8  
9 The meeting was adjourned at 8:00 p.m.

10  
11 Respectfully submitted,

12  
13 Antionette Johnson

14 Recording Secretary  
15

DRAFT



# MEMORANDUM VILLAGE OF WINNETKA

## COMMUNITY DEVELOPMENT DEPARTMENT

**TO:** DESIGN REVIEW BOARD  
**FROM:** CHRISTOPHER MARX, AICP, ASSOCIATE PLANNER  
**DATE:** NOVEMBER 12, 2021  
**SUBJECT:** 566 CHESTNUT STREET - LA TAQUIZA RESTAURANT - SIGN PERMIT,  
SIGN CODE VARIATION, AND CERTIFICATE OF APPROPRIATENESS  
(CASE NO. 21-26-DR)

### INTRODUCTION

On November 18, 2021, the Design Review Board (DRB) is scheduled to consider applications submitted by La Taquiza (the "Applicant") as a tenant of commercial space in the building located at 566 Chestnut Street (the "Subject Property"). The Applicant has submitted applications seeking the following approvals:

1. Sign Permit to allow seven existing window signs over four windows;
2. Sign Code Variation to allow two existing window signs that occupy 17% and 10.9% of their respective window areas, whereas a maximum of 10% is permitted; and
3. Certificate of Appropriateness to allow hardscaping of outdoor patio space that has already occurred.

### PROPERTY DESCRIPTION

The Subject Property is located on the west side of Chestnut Street between Spruce Street and Elm Street in the Elm Street Business District. It is zoned C-2 General Retail Commercial and is located in the Commercial Overlay District. The Subject Property is one of many tenants within the Laundry Mall building that also contains *Classic Kids* photography studio, *Starbucks*, *Avli Restaurant*, *Soupicurean* restaurant, *Maison Du Prince*, and other vacant commercial spaces. The building has an older brick façade with minor architectural accents along with windows and awnings along the other storefronts. Figures 1 through 4 later in this report include current photographs of the Subject Property as well one image of the site from prior to the improvements.

### PREVIOUS APPROVALS

The building on the Subject Property received an awning permit and Certificate of Appropriateness for minor exterior changes to the Starbucks storefront in February of 2020.

### CURRENT REQUEST

The Applicant is seeking approval of window signs and an outdoor patio terrace that have already been installed. The outdoor terrace covers a small 6-foot strip of property between the building and the alley that was previously dirt and vegetation. The terrace is covered with two layers of patio bricks of brown and reddish tones and enclosed by traditional 4-foot black aluminum fencing on top of wood planks that

are anchored to the ground. The fencing enclosure was built around the existing concrete bollards and have decorative flower planters on top of them.

The window signs are located on four different windows of the building façade around the business' street frontage. One window faces the alley to the south, another faces the street frontage, and the last two are recessed into the main doorway entrance. The first three windows each contain the same two decal signs. The first sign is a red and lavender box that says "LA TAQUIZA" in a festive white font with ornamental accents that measures 4.29 square feet in area. The other sign says "TACOS – TORTAS – BURRITOS – MARGARITAS" in a basic white font of 1.82 inches in height with lavender accents that measures 2.3 square feet in area. The fourth window contains a sign that says "MEXICAN TAQUERIA – Serving You" in a basic white font that also lists the hours of operation and business phone number in varying font sizes. The third and fourth windows exceed the maximum permitted sign area coverage of 10% of the window and require a sign code variation. The Applicant has provided photos and illustrations of the signs and patio that are available in the application materials included in Attachment A.

### **SIGN CODE ANALYSIS**

Section 15.60.120 of the Village Sign Code establishes standards for window signs in the commercial districts. Window signs are limited to 10% of the overall window area. The proposed graphics would have coverages of 7.77%, 7.77%, 17%, and 10.9% of their respective window areas. Two of the proposed windows have signs that are compliant while the other two windows require sign code variations. A staff analysis of sign area with calculations is included as Attachment B.

### **SIGN CODE VARIATION REQUEST**

The Applicant has also applied for a Sign Code Variation because a window sign may not exceed 10% of the window area. The Applicant has submitted an application for a Sign Code Variation from Section 15.60.120 [Commercial Signs] to allow the following:

1. Two existing window signs that occupy 17% and 10.9% of their respective window area, whereas a maximum of 10% is permitted.

The Design Review Board (also sitting as the Sign Board of Appeals) may grant relief from the Sign Code if it determines that the following standards set out in Section 15.60.250 [Variations] are met:

1. They are in harmony with the general purpose and intent of this chapter; and
2. The plight of the petitioner is due to unusual circumstances; and
3. There are practical difficulties or particular hardship in the way of carrying out the strict requirements of this chapter; and
4. The variation will not alter the essential character of the locality.

The applicant has provided written responses to these standards which can be found in the application materials included in Attachment A.

### **DESIGN GUIDELINES ANALYSIS**

The Village's Design Guidelines provide guidance on the design and appropriate placement of window signs. The guidelines recommend that decals be placed in the lower section of the storefront window area and occupy no more than 10% of the glass area of a single pane. They also suggest that sign lettering be limited to 6 inches in height and should harmonize with the building while reflecting the character of the building style. The proposed window signs would mostly be in the center and lower halves of their respective windows with varying font sizes and two of the four windows have coverage exceeding 10%

with 17% and 10.9%, respectively. The Guidelines also provide guidance on outdoor dining areas and open spaces. An excerpt of the Design Guidelines pertaining to signs and outdoor patios is included as Attachment C.

## **SUMMARY**

The Applicant requests that the DRB find the signs and outdoor patio space as appropriate and compatible with the Design Guidelines and approve the applications as installed.

## **ATTACHMENTS**

Attachment A: Application Materials

Attachment B: Staff Sign Code Analysis

Attachment C: Design Guidelines Excerpt



**Figure 1 - Subject Property – Street frontage of the business along east building façade of Chestnut Street**



**Figure 2 - Subject Property – Patio terrace along private alley adjacent to main building**





Figure 3 - Subject Property – Exterior window along frontage of Chestnut Street



Figure 4 - Subject Property – Chestnut Street frontage and east main entrance of building





**Figure 1 – Subject Property - Google street view image of patio area prior to improvements – 9/2019**

# ATTACHMENT A

Village of Winnetka  
CERTIFICATE OF APPROPRIATENESS APPLICATION

## VILLAGE OF WINNETKA, ILLINOIS DEPARTMENT OF COMMUNITY DEVELOPMENT

### CERTIFICATE OF APPROPRIATENESS APPLICATION

Project Address: 566 CHESTNUT STREET " THE LAUNDRY MALL"

Name of Business(es): LA TAQUIZA WINNETKA

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

- ☐ Sign                      Sign Permit Application attached? ☐  
☐ Awning                      Awning Permit Application attached? ☐  
☒ Other (general description) BRICK AND RAILS ON SIDE OF BUILDING BY ALLEY

Please provide a detailed description of the proposed work (attach additional information such as material specifications, photographs, etc.): Replaced old timber, remove weeds, install brick paver and river rock.  
Installed black railing for safety. added pot w flowers

I/We hereby certify that as Lessee (Lessee/Owner) of the property located at 566 Chestnut street (address), I am/we are authorized to submit plans for alterations 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

PRINTED NAME(S)

Marlene Benitez

ADDRESS

566 Chestnut street

PHONE NO.

EMAIL

#### **FOR OFFICE USE ONLY**

COA applied for (date): \_\_\_\_\_

COA Case Number: \_\_\_\_\_

COA Issued (date): \_\_\_\_\_

PRIMARY DESIGN FIRM

Jesus Cordova Landscape & Brick Service

CONTACT NAME

Jesus Cordova

ADDRESS

Park City, IL 60085

PHONE NO.

EMAIL

N/A









VILLAGE OF WINNETKA, ILLINOIS  
DEPARTMENT OF COMMUNITY DEVELOPMENT

**SIGN PERMIT APPLICATION**

**Tenant/Lessee**

|                                                    |                                           |                                |
|----------------------------------------------------|-------------------------------------------|--------------------------------|
| Name of Business<br><b>La Taquiza Winnetka</b>     | Primary contact name<br><b>Marla Benz</b> | Phone No.<br><b>[REDACTED]</b> |
| Street Address<br><b>566 Chestnut Street 17-18</b> |                                           |                                |
| City<br><b>Winnetka</b>                            | State<br><b>IL</b>                        | Zip Code<br><b>60093</b>       |
| Email<br><b>[REDACTED]</b>                         |                                           |                                |

**Sign Company**

|                                               |                                          |                                  |
|-----------------------------------------------|------------------------------------------|----------------------------------|
| Name of Sign Company<br><b>FastSigns</b>      | Primary contact name<br><b>Kim Hackl</b> | Phone No.<br><b>847-423-3456</b> |
| Street Address<br><b>3437 Dempster Street</b> |                                          |                                  |
| City<br><b>Skokie</b>                         | State<br><b>IL</b>                       | Zip Code<br><b>60076</b>         |
| Email<br><b>kim.hackl@fastsigns.com</b>       |                                          |                                  |

**Property Owner**

|                                          |                                              |                                |
|------------------------------------------|----------------------------------------------|--------------------------------|
| Name of Company<br><b>Max Connor LLC</b> | Primary contact name<br><b>Arnold Newman</b> | Phone No.<br><b>[REDACTED]</b> |
| <b>[REDACTED]</b>                        |                                              |                                |
| City<br><b>Scottsdale</b>                | State<br><b>AZ</b>                           | Zip Code<br><b>85262</b>       |
| <b>[REDACTED]</b>                        |                                              |                                |

Sign type(s):  
(check all that apply)

☒ window graphics    ☐ wall-mounted sign    ☐ ground-mounted sign

☐ projecting sign    ☐ other \_\_\_\_\_

Additional description of sign type and materials BRICK AND RAILS ON SIDE OF BUILDING BY ALLEY

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OFFICE USE ONLY: PERMIT FEE (\$60/\$195 per sign) \_\_\_\_\_

CONDITIONS OF APPROVAL: \_\_\_\_\_



65.00 in

94.00 in



65.00 in



16.72 in

# MEXICAN TAQUERIA

1.58 in

**Serving You**

0.99 in

**Monday - Thursday**

**10am-8pm**

**Friday - Saturday**

**10am-9pm**

**Sunday**

**10am-3pm for Brunch!**

1.35 in

**847-386-7926**

15.87 in

1.82 in

**TACOS**

**TORTAS**

**BURRITOS**

**MARGARITAS**

16.01 in

VILLAGE OF WINNETKA, ILLINOIS  
DEPARTMENT OF COMMUNITY DEVELOPMENT

SIGN CODE VARIATION APPLICATION

Property Information

Site Address: 566 CHESTNUT STREET SPACE 17-18

Name of Business: LA TAQUIZA WINNETKA

Parcel Identification Number(s) (PIN): \_\_\_\_\_

Application is hereby made to the Village of Winnetka for a variation from Section(s) \_\_\_\_\_  
of Chapter 25.60 Signs of the Village Code for the following work: WINDOW DECALS ON FRONT AND SIDE WINDOWS

Attach a separate written document which explains in detail how the requested variation complies with all of the following standards:

1. The requested variation is in harmony with the general purpose and intent of the Sign Code;
2. The plight of the petitioner is due to unusual circumstances;
3. There are practical difficulties or particular hardship in the way of carrying out the strict requirements of the Sign Code (i.e. compliance would result in a clearly demonstrable hardship that is unique to the applicant or property);
4. The variation will not alter the essential character of the locality. (In that the Village has adopted Design Guidelines which are intended to preserve the character of the Village, it is important that the applicant establish that the request is consistent with the intent and purpose of the Design Guidelines.

Property Owner Information

Legal Name: MAX CONNOR LLC

Primary Contact: ARNOLD NEWMAN

Address: \_\_\_\_\_

City, State, Zip: CHICAGO, IL 60611

Phone No. \_\_\_\_\_

Email: \_\_\_\_\_

Owner Signature: \_\_\_\_\_

Applicant Information

Legal Name: MARLENE BENITEZ, ALEXANDER BENITEZ

Primary Contact: MARLENE BENITEZ

Address: 566 CHESTNUT STREET

City, State, Zip: WINNETKA, IL 60093

Phone No. \_\_\_\_\_

Email: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_



**From:** [REDACTED]  
**To:** [Christopher Marx](#)  
**Subject:** Re: Both signature  
**Date:** Friday, November 5, 2021 3:43:07 PM

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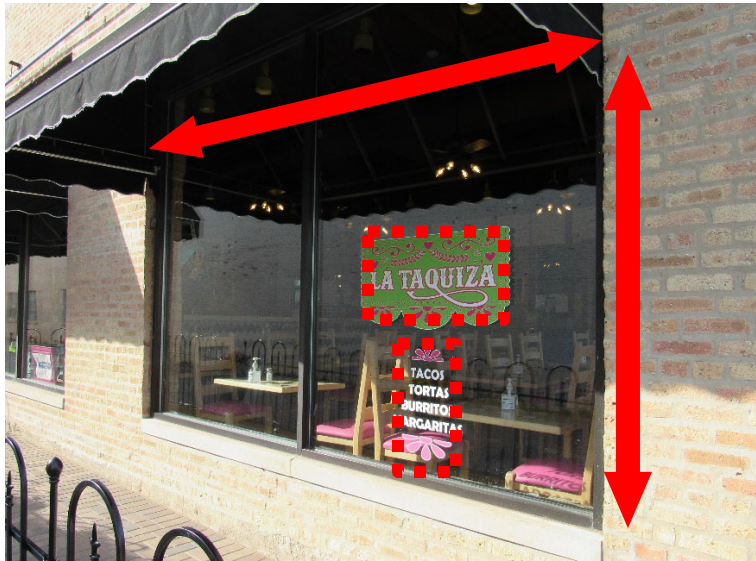
**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Chris, I have answered to the best of my ability.

Thank You!

- 1. The requested variation is in harmony with the general purpose and intent of the Sign Code; I believe the requested variation does not offset the current sign code intent. The dimensions of the "Store Hours" signage is not exceedingly larger than what is permitted.***
  
- 2. The plight of the petitioner is due to unusual circumstances; The window space in question is facing the public sidewalk and is most visible in that particular window. No other window has a more favorable public view***
  
- 3. There are practical difficulties or particular hardship in the way of carrying out the strict requirements of the Sign Code (i.e. compliance would result in a clearly demonstrable hardship that is unique to the applicant or property); If we were to remove signage, the foot traffic on Chestnut could not see our hours or name. There is foot traffic south and north bound on the sidewalk. Changing the location of our signage could reduce the amount of customers greatly.***
  
- 4. The variation will not alter the essential character of the locality. (In that the Village has adopted Design Guidelines which are intended to preserve the character of the Village, it is important that the applicant establish that the request is consistent with the intent and purpose of the Design Guidelines. The signage is consistent with the Village guidelines while also characterizing who we are. Our signage has to represent our brand, while remaining within the Village guidelines.***

## Attachment B – Staff Analysis of Sign Area



Area of Window: 7.83 feet x 10.83 feet = 84.8 square feet

Area of Upper Sign: 1.49 feet x 2.88 feet = 4.29 square feet

Area of Lower Sign: 1.74 feet x 1.32 feet = 2.3 square feet

Total Sign Area: 4.29 square feet + 2.3 square feet = 6.59 square feet

Maximum Permitted Sign Area Coverage of Window: **8.48 square feet (10%)**

Proposed Sign Area Coverage of Window: **6.59 square feet (7.77%)**



Area of Window: 7.83 feet x 10.83 feet = 84.8 square feet

Area of Upper Sign: 1.49 feet x 2.88 feet = 4.29 square feet

Area of Lower Sign: 1.74 feet x 1.32 feet = 2.3 square feet

Total Sign Area: 4.29 square feet + 2.3 square feet = 6.59 square feet

Maximum Permitted Sign Area Coverage of Window: **8.48 square feet (10%)**

Proposed Sign Area Coverage of Window: **6.59 square feet (7.77%)**



Area of **Left Window**: 7.83 feet x 4.92 feet = 38.52 square feet

Area of Upper Sign: 1.49 feet x 2.88 feet = 4.29 square feet

Area of Lower Sign: 1.74 feet x 1.32 feet = 2.3 square feet

Total Sign Area: 4.29 square feet + 2.3 square feet = 6.59 square feet

Maximum Permitted Sign Area Coverage of **Left Window**: **3.85 square feet (10%)**

Proposed Sign Area Coverage of Window: **6.59 square feet (17%)**

Area of **Right Window**: 7.83 feet x 3.5 feet = 27.4 square feet

Area of Right Window Sign: 2.25 feet x 1.33 feet = 2.99 square feet

Maximum Permitted Sign Area Coverage of **Right Window**: **2.74 square feet (10%)**

Proposed Sign Area Coverage of Window: **2.99 square feet (10.9%)**

## d. Building Signage

Commercial signs should reflect the character of the building style, while expressing each store's individuality. There are several prominent sign styles that are appropriate to Winnetka: surface mounted, pin-mounted, interior, decal and projecting blade signs. Sign materials are limited to painted wood, canvas, architectural glass and metal. Sign color must harmonize with the building upon which it is mounted and adjacent structures. Background colors for the body of the sign are limited to earth tones and primary colors, whereas pastels, neon and secondary colors are not allowed. Lettering color can be unique to the image of the retailer/user. Metal sign and plaque material such as brushed bronze, antique bronze, aluminum, stainless steel and painted cast iron or similarly appearing materials are preferred. Highly reflective metallic signs are not allowed. Signs should be lit by marquee or spot lighting; neon lighting is not permitted. Spot lighting should be minimal and unobtrusive and, per the Village Code, the source of illumination shall not be visible from any street, sidewalk or dwelling. Simplified industrial light fixtures are not permitted. Contextual solutions are recommended. The majority of the signs will be mounted within the building's sign band, defined as the wall area located above the ground floor storefront opening and below the second floor windowsill, and is located a minimum of 8'-0" above grade and a maximum of 15'-0" above grade.

Signs must comply with the general provisions of the Winnetka Sign Ordinance as well as design provisions contained within these Design Guidelines.

1. Surface mounted commercial signs are either fabricated from painted wood or cast metal plaques and are to be mounted within the sign band or within the storefront transom. The height of the sign is restricted to 75% of the area of the sign band or 14 inches - whichever is less. The sign band of a building consists of the area located above the ground floor storefront opening and below the second floor windowsill, and is located a minimum of 8'-0" and a maximum of 15'-0" above grade. Refer to figures 28, 29, and 30 for location. Surface mounted or pin-mounted signs are not permitted on secondary elevations without a defined sign band.
2. Pin-mounted commercial signs consist of reverse channel, cast metal and flat cut metal letters mounted above the storefront in the masonry sign band or suspended in front of the storefront at the transom or recessed entry. The size of the lettering is restricted so that the height of the letters does not exceed 75% of the height of the sign band or 14 inches - whichever is less. The length of the lettering is to be contained within 75% of the length of the sign band. (See figure 38)



Figure 38



3. Interior signs floating independently are set behind the glass either at the transom or at the sill of the storefront and are lit from a separate source. This sign must adhere to the size limitations of the decal signs. (See figure 39)

4. Decal Signs are defined as painted or vinyl transfer letters and numbers. Decal signs can be mounted within the transom and at the lower section of the storefront window area so as not to interfere with the merchandising. The decal sign area at the lower section of the window can occupy up to 10% of the glass area of a single pane. Decals mounted at the transom are restricted to 50% of the area of the transom. Decals located at the lower section of the main display area are to be limited to 6" in height unless they contain store operation hours, which are restricted to 2". (See figure 40)

*Figure 39*



*Figure 40*

5. Projecting blade commercial signs can be round, square or vertical, mounted from the face of the building at the second floor level between the windows or at the head of the storefront and are oriented to pedestrian scale. The signs are to be mounted on fixed hardware; no swinging or chain-mounted signs are allowed. The dimensions of the sign are not to exceed 6 square feet (36" high and 24" deep) (See figure 41). If illuminated, the signs should be lit with an unobtrusive light source.



*Figure 41*

6. Incidental wall signs such as building management identification and directory signs should be integrated into a single sign and be constructed of brushed bronze, antique bronze or painted cast iron. Such signs should not be placed on the prominent street front facade and should be directed to public residential entries.

- 
- d. Pedestrian Zone Landscaping.** Streetscapes within the Business Districts, Multiple Family Residential and Institutional areas should be designed to provide pedestrians with shade and visual interest. Providing adequate landscaping within the pedestrian zones is an essential element to maintaining and enhancing the Village's streetscape character. Irrigation and appropriate drainage are recommended for all landscaped areas, especially for raised planters. The following landscaping guidelines should serve as a continuation and supplement to the Village's on-going tree planting program in all public rights-of-way.

Existing and new developments should preserve existing trees and minimize disruptions through grade changes or installation of underground utilities and structures. Tree planting in the public way and/or on adjacent setbacks should extend and complement the existing street character or establish a character if none exists.

The existing landscape character in public parkway/streetscape varies with the Business Districts, Multiple Family Residential and Institutional areas. Overall, these characters should remain intact and be enhanced.

In general, the Business Districts' public parkway character is that of a paved streetscape pedestrian zone. Where widths of paved areas are wider than six feet, street trees are planted in either at-grade tree grates or raised curb planters. This condition should be continued in all new and existing developments within the Business Districts. The Village encourages the use of raised concrete planters with both street trees and understory plantings as outlined in these guidelines.

In general, Multiple family Residential and Institutional areas, public parkway character is that of a concrete walkway in conjunction with a planted parkway area. That parkway area width varies by location but is predominantly planted with street trees and a turf lawn area.

This condition should be continued with in all new Multiple family Residential and Institutional areas.

**1. Plant Palette:** An approved Village plant palette is included in these guidelines for reference. (See Appendix B) The Village encourages a variety of species, sizes, and types of plant materials that provide appropriate impact/coverages as well as seasonal interest. Plants selected by the Village on this list are chosen for their hardiness, disease resistance, ease of maintenance and character.

**2. Parkway Widths:** Within the Business Districts the sidewalk widths between the curb and building line range from five to as much as 15 feet. Multiple Family Residential and Institutional areas typically have five-foot wide sidewalks with associated green parkway areas. Along Green Bay Road, sidewalks currently range from five to six feet in width (See Appendix D).

Sidewalk areas in new developments should maintain a minimum pedestrian clear zone of 6 feet in combination with landscaping and streetscape amenities where space permits. The parkway width will determine the type of streetscape enhancements feasible in that area while maintaining the necessary six-foot wide pedestrian clear zone. (See Figure 52)

Typical Parkway Widths (see Figure 52):

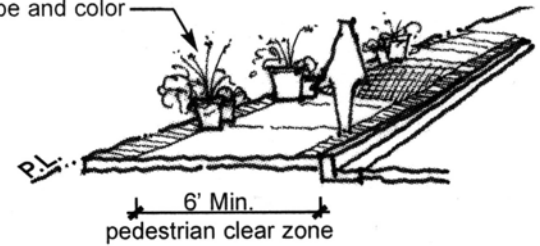
6 feet – 9 feet. Where the parkway or pedestrian clear zone is less than nine feet wide, street trees are not suggested. Movable planters, decorative paving, or basket planters on light poles are preferred alternatives.

9 feet – 12 feet. Where parkways are greater than nine feet wide in commercial or multiple family districts, street trees should be planted within tree grates that are flush with the sidewalk or planted in a raised curb planter. The six-foot clear pedestrian zone should not be obstructed by streetscape elements.

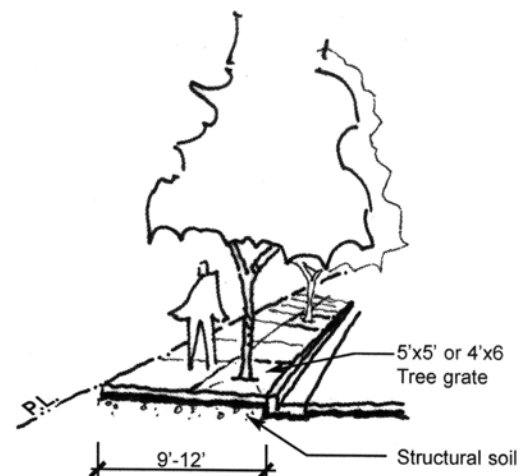
If tree grates are required for maintaining minimum pedestrian clear zone clearances, the grate size should be five feet by five feet or four feet by six feet. The tree grates shall conform to the design standards and soil volume specifications of the Village.

Greater than 12 feet. All pedestrian zones greater than 12 feet in width should contain street tree plantings in designed raised concrete curb planters. Where appropriate, seating areas and sidewalk cafes are encouraged. However, these improvements should not overwhelm the sidewalk nor impede on the 6-foot pedestrian clear zone.

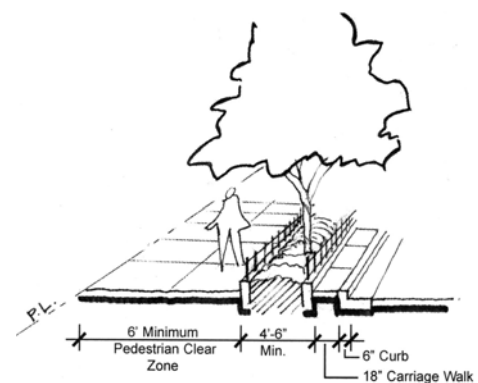
Movable planters are encouraged to provide landscape and color



**6'-9' Wide**



**9'-12' Wide**



**12' Wide or Greater**

---

**3. Street Tree Selection and Spacing.** Street trees selected for the Business District, Multiple Family Residential and Institutional area streets shall be large deciduous canopy trees tolerant of roadside conditions such as salt and air-borne pollutants. Tree varieties and locations shall coordinate with existing planting patterns. Grouped and linear plantings may be explored as part of an overall site development plan concept.

The minimum caliper size for single stem deciduous street tree plantings should be 4 inches. All shade trees shall have a minimum clear branch height of 6 feet above the root ball at time of planting. (See Figure 54) Street tree spacing should be a minimum of 20 feet and a maximum of 40 feet on center in the parkways and pedestrian zones. (See Figure 52)

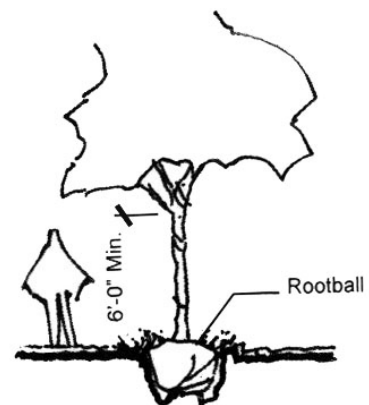
**4. Street Tree Planting Standards.** Street tree plantings in all new developments should be designed to meet the minimum standards as established by the Institute of Traffic Engineers (ITE) guidelines in order to ensure safe, efficient use of the pedestrian areas. These minimum standards are intended to provide ample sight triangles and clearances for motorists at intersections, alleys, commercial or multifamily residential driveways. The Village shall at its own discretion review and approve each parkway tree planting plan on a case-by-case basis.

In general, street trees should be planted in a straight row manner (on center) at the appropriate spacing and conformity with existing street trees adjacent to the development site.

Newly planted street trees should be no closer than 3 feet on center from the face of the curb. All trees should be planted in the center of raised or grade-level planter areas with tree grates.

All street trees in grassed parkway areas should be planted as true to the center of the parkway as possible due to utility, signs or other existing obstructions. No street trees should be planted in open grass/lawn parkways less than 4 feet in width as measured from the back of the curb. (See Appendix C)

**5. Visual Clearance.** Landscaping should not block views or pedestrian sidewalks at its mature size and should not create safety or maintenance problems. Minimum branch clearances at time of planting should be 6 feet in height. Shade trees should be an upright single stem spreading species. (See Figure 54)



*Minimum 6' branch height for  
visual clearance  
Figure 54*



Sight triangles at driveways and at parking and loading access points should not be less than 12 feet as measured along both intersecting rights of way lines. No plant material should be installed in the triangle exceeding a maintained growth height greater than 12 inches. (See Figure 55)

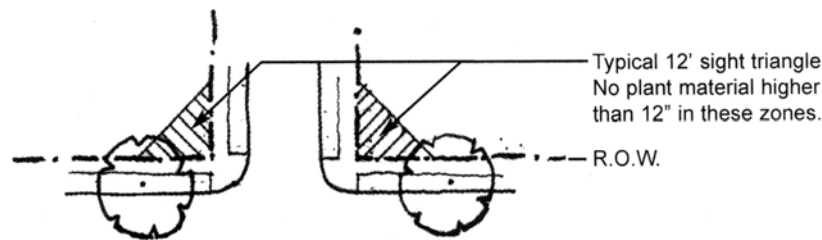
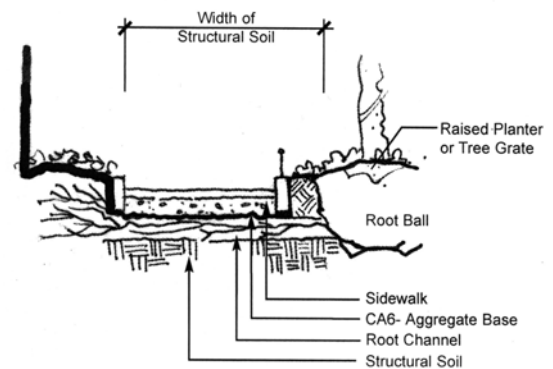


Figure 55

## **6. Structural Soil and Planting Soil**

**Depth.** In instances when the parkway width is 4-5 feet, the use of structural soils and root channels should be considered in adjacent paved walks to link green areas. (See Figure 56) Structural soil at a depth of 2 ½ feet should be used under all sidewalks where landscape plantings/street trees are located as well as between planter or grates to permit root growth in the parkway.

Along with structural soil, root paths should be considered as necessary sidewalk improvements to allow street trees to reach their maximum growth potential. For at-grade plantings of shade trees, minimum soil depth should be 3 feet; for shrubs, 18 inches, and 6 inches for grass and groundcovers. A minimum soil volume for street trees in sidewalk grates should be 125 cubic feet.

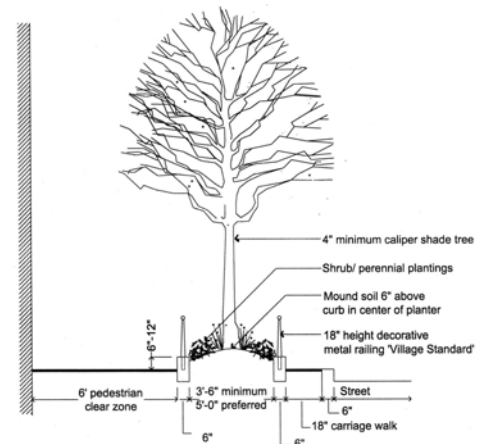


Structural Soils Detail  
Figure 56

**7. Raised planters.** Where possible, street trees and multi-tiered planting in continuous raised planters is encouraged. Multi-tier means providing additional plant material below street trees, such as shrubs, perennials and groundcovers. These additional plantings should provide a variety of coordinated color and seasonal interest to the streetscape. Continuous raised sidewalk planters with expansive planting soil volumes are preferred. (See Figures 57, 58, and 59)

Raised curb planters should be approximately six inches in height and a minimum of 3 ½ feet wide (inside dimension); however, a 5-foot inside width dimension is preferred. The raised planters should also contain a continuous decorative 18-inch metal railing around the curb top and be of a style reflecting the Village standard or the proposed development plan (See Figure 59). The length of these planters should be designed to accommodate store entrances, signs and other streetscape elements.

Soil should be mounded to 6 inches above the top of the planter curb at the center of the planter. Mulch, groundcover, or other appropriate plantings in conjunction with the appropriate street trees should be provided. Where appropriate, adequate GFI electrical outlets should be provided for each individual street tree or combinations of trees in the Business Districts.



*Minimum Streetscape/Parkway  
Cross-section with raised planter  
Figure 57*



*Typical Raised Planter/Railing Treatments  
Figure 58*



*Typical Raised Planter/Railing Treatments  
Figure 59*

**8. Movable Planters.** Movable planters are encouraged for sidewalks and open spaces too narrow to accommodate raised curb planters. (See Figure 60 and Appendix A for more information).



*Various styles of Movable Planters  
Figure 60*

**9. Light Pole Planter Baskets.** Light pole planter baskets are encouraged for sidewalks and open spaces unable to accommodate at-grade planters.

**c. Special Pedestrian Zone/Streetscape Conditions**

**1. Outdoor Sidewalk Cafes.** Dining establishments, coffeehouses or cafes are encouraged to provide adequately spaced outdoor seating. The Village encourages the use of these small outdoor spaces to help enliven the streetscape. Careful attention must be paid to maintaining a pedestrian clear zone. Tables, chairs, umbrellas, service equipment and planters should be kept out of the pedestrian clear zone. (See Figure 61)



*Appropriate outdoor sidewalk  
cafespace /alley enhancement  
Figure 61*

A temporary or seasonal designed barrier element is encouraged to ensure a clear demarcation of these spaces. The business or property owner should erect a simple decorative railing, fence, planters or similar element. The height of such a barrier should be no greater than 36 inches and constructed of a solid durable material easily anchored and removed in the paved space. The design of the barrier should reflect the architectural style of the building or coordinate with the Village streetscape elements. Maintenance and upkeep of the barrier is the sole responsibility of the business proprietor or building owner.

**2. Corner Bump Outs.** The Village encourages the use of bump-outs, or widened walkways, at street corners. These bump outs serve numerous functions: they slow traffic, highlight pedestrian crossings, encourage pedestrian gathering and allow for the incorporation of streetscape elements into the streetscape design. (See Figures 62a, and 62b)

Bump-outs should only be used in the business districts at key intersections where feasible. They may also be used at corners where transitions occur from multiple family or institutional uses, such as in the Indian Hill District

Bump-outs must be designed to meet the Engineering Design Specifications of the Village and, when applicable, of IDOT to provide a safe and proper turning radius for vehicular traffic along with appropriate sight lines and compliance with ADA standards.

**3. Bus Stops.** Bus stops currently exist at selected PACE locations throughout the Village. Where bus stops occur in the business districts and along the Green Bay



Typical paved crosswalk  
*Figure 62a*



*Corner bump out softens on-street parking with landscape and streetscape elements*  
*Figure 62b*



*Figure 63a*



---

## **XV. OPEN SPACE**

A common element unifying Winnetka's Business Districts, Multiple Family Residential and Institutional Areas are the unique public and private open spaces they have been created over time. Many of these open spaces lend to Winnetka's sense of place, culture and history.

The Village's open spaces range in size and activity level from the large and active Hubbard Woods Park to the small and passive sculpture corner near Village Hall. The Village has expressed a desire to expand its open space system and link, where possible, these spaces together in a unified Village open space plan.

- a. **Purpose.** To ensure that current and future open spaces contribute to Winnetka's ambiance; public and vehicular streetscapes should link open spaces to create a unified, continuous landscape system with mature plantings and seasonal interest. By working as a system, the Village's open spaces intend to:
- physically and symbolically unify and enhance the Village's natural features and character;
  - preserve significant areas and encourage new tree, shrub and perennial plantings on public and private properties to the greatest extent possible;
  - encourage pedestrian and bicycle circulation throughout the Village, especially among the Business Districts;
  - create gathering points for Village events and activities;
  - provide educational opportunities about the natural environment; and
  - enhance property values.
- b. **Location.** With this purpose in mind, new public and private developments within the Business Districts, Multiple Family Residential and Institutional areas should provide for ample, appropriately designed open space within the proposed site development plan. Recognizing the spatial limitations of each site, creative, relevant open space should strive to enhance the Village's natural character.

Public, semi-public, or private open space and landscaped buffers should be located between low and higher density areas and to serve as a transitional element between land uses.

Where new or existing developments abut adjacent planned or existing open spaces, every effort should be made to integrate open spaces and link them into a unified whole.



# MEMORANDUM VILLAGE OF WINNETKA

## COMMUNITY DEVELOPMENT DEPARTMENT

**TO:** DESIGN REVIEW BOARD  
**FROM:** CHRISTOPHER MARX, AICP, ASSOCIATE PLANNER  
**DATE:** NOVEMBER 12, 2021  
**SUBJECT:** 723 ELM STREET - HOFFMAN COMMERCIAL REAL ESTATE - AWNING PERMIT (CASE NO. 21-27-DR)

### INTRODUCTION

On November 18, 2021, the Design Review Board (DRB) is scheduled to consider an application submitted by Hoffman Commercial Real Estate (the "Applicant") as the owner of the building located at 723 Elm Street (the "Subject Property"), to allow the installation of 19 window awnings on the exterior façade of the Subject Property.

### PROPERTY DESCRIPTION

The Subject Property is located on the north side of Elm Street between Lincoln Avenue and Arbor Vitae Road in the Elm Street Business District. It is zoned C-2 General Retail Commercial and is located in the Commercial Overlay District. The Subject Property contains a three-story building with a traditional brick façade and other traditional Tudor-revival architectural elements with commercial space on the first floor and apartments on the upper floors. The tenants of the building include *Jewelbox Dress Co.*, *Blowdry Botique*, and *Winnetka Dental Group*. Figure 1 through 2 at the end of this report identify the Subject Property.

### PREVIOUS APPROVALS

An awning permit for the Subject Property was approved for the business *Chocolate Box* in 2006, which awning and business are no longer located on the property.

### CURRENT REQUEST

The Applicant is seeking approval of a series of awnings that would provide shade and aesthetics for the building and its tenants. The awnings would be located over each window on the building's southern street façade along Elm Street. The awnings on the first-floor level would be approximately 1.67 feet in height, 3 feet in length, and varying widths for the different window sizes while also projecting 8 feet above the sidewalk. The awnings for the upper floors would be approximately 2.08 feet in height, 1.67 feet in length, and varying widths for the different window sizes. The awnings would be made of aluminum frames with a standard Sunbrella fabric in a color known as "Jockey Red." There would be 19 total awnings over every window on the south building façade. The Applicant has provided a material sample of the awning fabric which will be available to observe at the meeting. The Applicant has provided elevation renderings and design specifications of the awnings that are available in the application materials included in Attachment A.

## **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 proposed awnings comply with the code requirement of having a minimum clearance of eight feet above the sidewalk. They would also not project over more than three-fourths of the sidewalk with their depths of 3 feet and 1.67 feet, as required by Village Code. The proposed awnings are compliant with the requirements of the Awning Code.

## **DESIGN GUIDELINES ANALYSIS**

The Design Guidelines provide guidance on the installation of awnings. The Guidelines recommend an awning be in conformity and proportionality for the building in which it serves. The awnings' color should enhance and contribute to the building and surrounding neighborhood and are restricted to earth tones, primary colors, and secondary colors. The proposed awnings would be uniform throughout the building and the red color would provide some matching context for the other brick buildings in the Subject Property's vicinity. An excerpt of the Design Guidelines pertaining to awnings is included as Attachment B.

## **SUMMARY**

The Applicant requests that the DRB find the proposed awnings as appropriate and compatible with the Design Guidelines and approve the application as proposed. Should the DRB find the proposed awnings as appropriate, the Applicant would first need to receive the approved Awning Permit from the Community Development Department prior to installation.

## **ATTACHMENTS**

Attachment A: Application Materials

Attachment B: Design Guidelines Excerpt





**Figure 1 – Subject Property – Store frontage of building along Elm Street**



**Figure 2 – Subject Property – Store frontage of building along Elm Street**



## VILLAGE OF WINNETKA, ILLINOIS

## DEPARTMENT OF COMMUNITY DEVELOPMENT

## AWNING PERMIT APPLICATION

## Tenant/Lessee

|                                                     |             |                                      |                                   |                         |
|-----------------------------------------------------|-------------|--------------------------------------|-----------------------------------|-------------------------|
| Name of Business<br>Hoffmann Commercial Real Estate |             | Primary contact name<br>Jenn Epstein |                                   | Phone No.<br>[REDACTED] |
| Street Address<br>825 Green Bay Road, Suite 100     |             |                                      |                                   |                         |
| City<br>Wilmette                                    | State<br>IL | Zip Code<br>60091                    | Email<br>jepstein@hoffmanncre.com |                         |

## Awning Company

|                                                 |             |                                        |                             |                           |
|-------------------------------------------------|-------------|----------------------------------------|-----------------------------|---------------------------|
| Name of Awning Company<br>Acme Awning           |             | Primary contact name<br>Steve Normandy |                             | Phone No.<br>847-446-0153 |
| Street Address<br>3080 Skokie Valley Rd, Unit 4 |             |                                        |                             |                           |
| City<br>Highland Park                           | State<br>IL | Zip Code<br>60035                      | Email<br>acmeawning@att.net |                           |

## Property Owner

|                                                  |             |                                      |                                   |                         |
|--------------------------------------------------|-------------|--------------------------------------|-----------------------------------|-------------------------|
| Name of Company<br>723 Elm Street, LLC           |             | Primary contact name<br>Jenn Epstein |                                   | Phone No.<br>[REDACTED] |
| Street Address:<br>825 Green Bay Road, Suite 100 |             |                                      |                                   |                         |
| City<br>Wilmette                                 | State<br>IL | Zip Code<br>60091                    | Email<br>jepstein@hoffmanncre.com |                         |

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

Description of fabric type and color (attach samples) Sunbrella fabric; Jockey Red color

Description of awning sign material, method of application and color: No proposed awning signs  
at this time

Height of awning logo/copy: \_\_\_\_\_ inches

Awning Dimensions: Width 36-158" Height 13"-20" Projection from Building Face 20-36"

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

CONDITIONS OF APPROVAL: \_\_\_\_\_

## 19 Awnings for Consideration

723 Elm St.  
Winnetka, IL 60093



723 Elm St.

Presented by:

**HOFFMANN**  
COMMERCIAL REAL ESTATE

Jenn Epstein  
Jepstein@ospreycapitalllc.com



Steve Normandy  
AcmeAwning@att.net

Client Name and Project

**HOFFMANN**  
COMMERCIAL REAL ESTATE

**TBD**

Install Date

Manufacturer Name



Structural Designer

Steve Normandy

Building Notes

All load specifications are in accordance with ASCE 7-05  
Typically specified structure classification-C  
Wind load - Minimum 50 mph W / 3 sec gust  
Snow load - Minimum 20 pounds per sq. foot  
Uniform live load - Minimum 5 pounds per sq. foot  
Welding follows AWS standards and protocol

Date

10/18/21

Sheet

1 of 4

**SOUTH ELEVATION  
19 AWNINGS  
ALL WINDOWS**



**Building Notes**

- Traditional style awnings
- Aluminum frames covered in Sunbrella Jockey Red
- 1st Story awnings 8' above grade (red line)
- See Build Sheets for individual window Widths

**Client Name and Project**

**HOFFMANN**  
COMMERCIAL REAL ESTATE

**TBD**

**Install Date**

**Manufacturer Name**



**Structural Designer**

**Steve Normandy**

**Building Notes**

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 20 pounds per sq. foot  
Uniform live load- Minimum 5 pounds per sq. foot  
Welding follows AWS standards and protocol

**Awning/ Window Numbers**



2nd Story Design



1st Story Design



**Date**

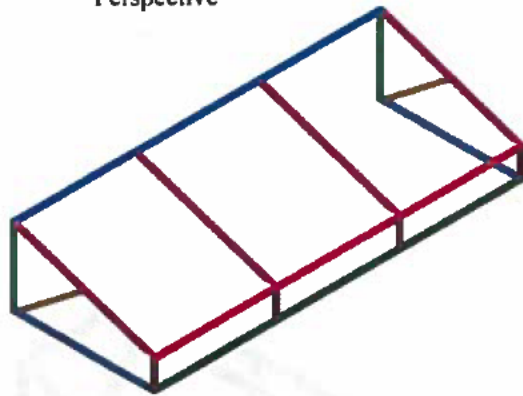
10/18/21

**Sheet**

2 of 4

## 1st Story Frame Build Sheets and Awning Dimension

Perspective



Front



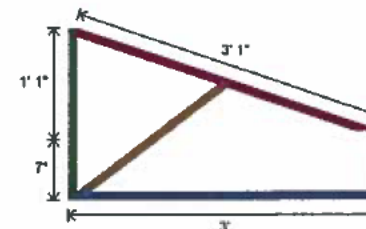
Cut Sheet

| # | Name         | Qty | Length    | M1    | M2    |
|---|--------------|-----|-----------|-------|-------|
| 1 | Top bar      | 1   | 7' 8"     | 45°   | 45°   |
| 2 | Front bar    | 1   | 7' 8"     | 0°    | 0°    |
| 3 | Down bars    | 2   | 1' 8"     | 45°   | 45°   |
| 4 | Rafters      | 4   | 3' 1"     | 18.4° | 71.6° |
| 5 | Trusses      | 2   | 1' 9 1/8" | 53.3° | 34.4° |
| 6 | SB front bar | 1   | 7' 8"     | 45°   | 45°   |
| 7 | SB out bars  | 2   | 3'        | 45°   | 45°   |
| 8 | SB supports  | 4   | 6"        | 0°    | 0°    |

Individual Awning Width

| Awning #   | 1-1  | 1-2 | 1-3  | 1-4  | 1-5  |
|------------|------|-----|------|------|------|
| Width in " | 139" | 92" | 158" | 114" | 152" |

Side



Client Name and Project

**HOFFMANN**  
COMMERCIAL REAL ESTATE

**TBD**

Install Date

Manufacturer Name



Structural Designer

Steve Normandy

Building Notes

All load specifications are in accordance with ASCE 7-05  
Partially fixed structure classification-C  
Wind load- Minimum 10 mph W/ 0 sec gust  
Snow load- Minimum 20 pounds per sq. foot  
Uniform live load- Minimum 5 pounds per sq. foot  
Welding follows AWS standards and protocol

Date

10/18/21

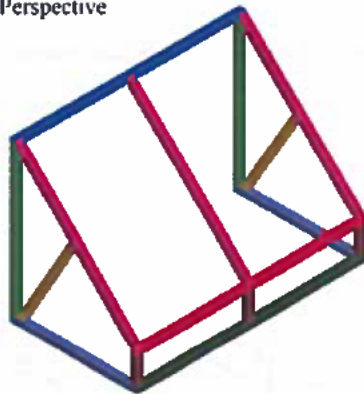
Sheet

3 of 4



## 2nd and 3rd Story Frame Build Sheet and Awning Dimensions

Perspective



Cut Sheet

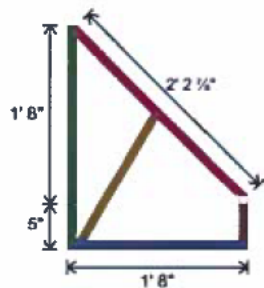
| # | Name         | Qty | Length    | M1    | M2    |
|---|--------------|-----|-----------|-------|-------|
| 1 | Top bar      | 1   | 3'        | 45°   | 45°   |
| 2 | Front bar    | 1   | 3'        | 0°    | 0°    |
| 3 | Down bars    | 2   | 2' 1"     | 45°   | 45°   |
| 4 | Rafters      | 3   | 2' 2 1/4" | 45°   | 45°   |
| 5 | Trusses      | 2   | 1' 4 1/2" | 30.3° | 14.7° |
| 6 | SB front bar | 1   | 3'        | 45°   | 45°   |
| 7 | SB out bars  | 2   | 1' 8"     | 45°   | 45°   |
| 8 | SB supports  | 3   | 4"        | 0°    | 0°    |

Individual awning width (2nd and 3rd story)

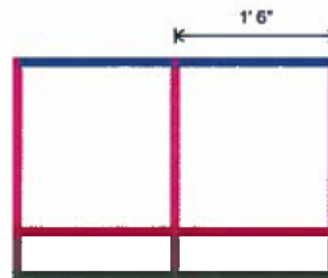
| Awning #   | 2-1 | 2-2 | 2-3 | 2-4 | 2-5 | 2-6 | 2-7 |
|------------|-----|-----|-----|-----|-----|-----|-----|
| Width in " | 36" | 70" | 36" | 36" | 36" | 36" | 78" |

| Awning #   | 3-1 | 3-2 | 3-3 | 3-4 | 3-5 | 3-6 | 3-7 |
|------------|-----|-----|-----|-----|-----|-----|-----|
| Width in " | 36" | 70" | 36" | 36" | 36" | 36" | 78" |

Side



Front



Client Name and Project

**HOFFMANN**  
COMMERCIAL REAL ESTATE

**TBD**

Install Date

Manufacturer Name



Structural Designer

Steve Normandy

Building Notes

All load specifications are in accordance with ASCE 7-05  
Partially specified structure classification-C  
Wind load - Minimum 15 mph W/ 3 see gust  
Snow load - Minimum 20 pounds per sq. foot  
Uniform live load - Minimum 5 pounds per sq. foot  
Welding follows AWS standards and protocol

Date

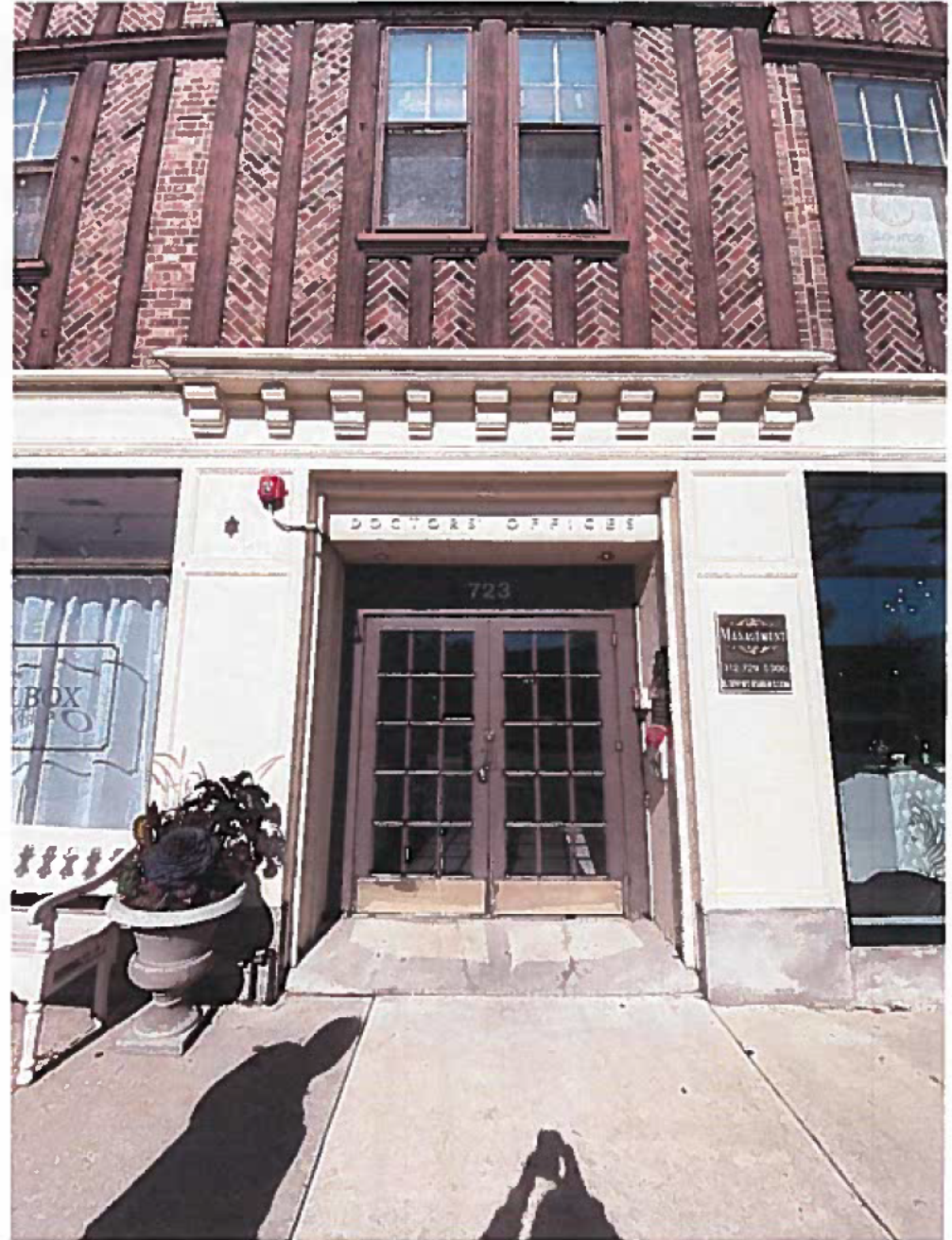
10/18/21

Sheet

4 of 4



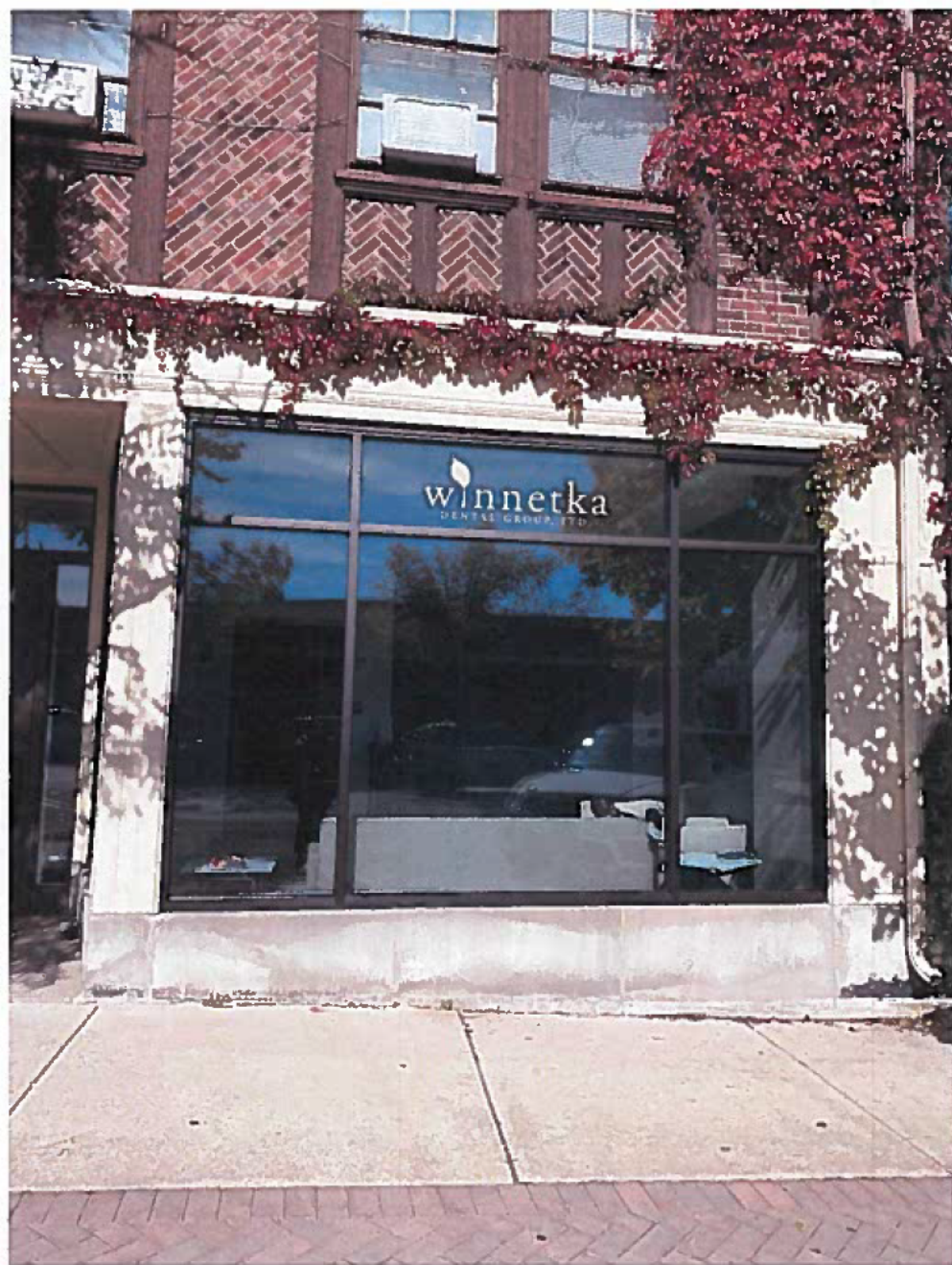














### e. Awnings and Banners

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.





# MEMORANDUM VILLAGE OF WINNETKA

## COMMUNITY DEVELOPMENT DEPARTMENT

**TO:** DESIGN REVIEW BOARD  
**FROM:** CHRISTOPHER MARX, AICP, ASSOCIATE PLANNER  
**DATE:** NOVEMBER 12, 2021  
**SUBJECT:** 874 GREEN BAY ROAD – KAMEO VINTAGE – SIGN PERMIT (CASE NO. 21-27-DR)

### INTRODUCTION

On November 18, 2021, the Design Review Board (DRB) is scheduled to consider an application submitted by Kameo Vintage (the “Applicant”) as a tenant of commercial space in the building located at 874 Green Bay Road (the “Subject Property”), to allow installation of window signs on the street frontage of the Subject Property.

### PROPERTY DESCRIPTION

The Subject Property is located on the west side of Green Bay Road between Tower Road and Chatfield Road in the Hubbard Woods Business District. It is zoned C-2 General Retail Commercial and is not located in the Commercial Overlay District. The Subject Property contains a three-story commercial building with multiple offices on the upper floors and *Ciao Bella Sewing*, *Adams School of Driving*, and the Applicant’s business on the first-floor storefront spaces. The Applicant’s space was previously operated by *JLL Remodeling, Inc.* The building is a Tudor Revival style with a traditional brick façade, minor accents, sharp gables, first floor awnings, and large storefront windows. The existing building is identified in Figures 1 through 2 later in this report.

### PREVIOUS APPROVALS

The building on the Subject Property received a permit for the existing awnings in 2018.

### CURRENT REQUEST

The Applicant is seeking approval of window signs that would provide identification and promotion for her clothing retail business. Spread across four panes of one window opening, the signage would consist of three sign areas in the two center panes. The sign in the center left pane would be a white decal application that reads “KAMEO VINTAGE” in a capitalized midcentury-modern font with a silhouette of a woman that is approximately 4.275 square feet in area. The center right window would also feature a white decal application that reads “MELISSA CARTER – VINTAGE SHOWROOM – 847.306.9445” with an area of 2.01 square feet. The center right window would also feature three black decals in the lower half that provide QR codes for the business’ online links with small lettering that read “INSTAGRAM”, “INSTAGRAM”, and “WEBSITE” under each code. The three code decals would have a cumulative sign area of 0.47 feet. A 2.5-inch white vinyl border would surround the perimeter of the far left and right window panes to provide texture and bookend the center signs. The Applicant has provided elevation renderings and illustrations of the signs that are available in the application materials included in Attachment A.

## **SIGN CODE ANALYSIS**

Section 15.60.120 of the Village Sign Code establishes standards for wall signs and window signs in the commercial districts. Window signs are limited to 10% of the overall window area. The proposed graphics would be compliant with a combined 7.95% of sign area coverage. A staff analysis of sign area with calculations is included as Attachment B.

## **DESIGN GUIDELINES ANALYSIS**

The Village's Design Guidelines provide guidance on the design and appropriate placement of window signs. The guidelines recommend that decals be placed in the lower section of the storefront window area and occupy no more than 10% of the glass area of a single pane. They also suggest that sign lettering be limited to 6 inches in height and should harmonize with the building while reflecting the character of the building style. The proposed window signs would mostly be in the upper half of the window with a sign coverage of 7.95% and varying font sizes for their text. The signage would also involve QR codes which are not referenced in the Guidelines. An excerpt of the Design Guidelines pertaining to signs is included as Attachment C.

## **SUMMARY**

The Applicant requests that the DRB find the proposed window signs as appropriate and compatible with the Design Guidelines and approve the application as proposed. Should the DRB find the proposed signs as appropriate, the Applicant would first need to receive the approved Sign Permit from the Community Development Department prior to installation.

## **ATTACHMENTS**

Attachment A: Application Materials  
Attachment B: Staff Sign Code Analysis  
Attachment C: Design Guidelines Excerpt



**Figure 1 - Subject Property – Street frontage of the business along east building façade of Green Bay Road**



**Figure 2 - Subject Property – Storefront window of business along east building façade of Green Bay Road**



# VILLAGE OF WINNETKA, ILLINOIS

## DEPARTMENT OF COMMUNITY DEVELOPMENT

### SIGN PERMIT APPLICATION

**RECEIVED**  
**OCT 28 2021**

#### Tenant/Lessee

|                                                      |                    |                                               |                     |                                  |
|------------------------------------------------------|--------------------|-----------------------------------------------|---------------------|----------------------------------|
| Name of Business<br><b>KAMEO VINTAGE</b>             |                    | Primary contact name<br><b>Melissa Carter</b> |                     | Phone No.<br><b>847.306.9445</b> |
| Street Address<br><b>8714 GREENBAY RD, SUITE 110</b> |                    |                                               |                     |                                  |
| City<br><b>WINNETKA</b>                              | State<br><b>IL</b> | Zip Code<br><b>60093</b>                      | Email<br>[REDACTED] |                                  |

#### Sign Company

|                                           |       |                                                   |                     |           |
|-------------------------------------------|-------|---------------------------------------------------|---------------------|-----------|
| Name of Sign Company<br><b>FAST SIGNS</b> |       | Primary contact name<br><b>Elizabeth Dziersek</b> |                     | Phone No. |
| Street Address                            |       |                                                   |                     |           |
| City                                      | State | Zip Code                                          | Email<br>[REDACTED] |           |

#### Property Owner

|                                                           |                    |                                             |                     |                                  |
|-----------------------------------------------------------|--------------------|---------------------------------------------|---------------------|----------------------------------|
| Name of Company<br><b>KEADY KAISER / RJB EVANSTON LLC</b> |                    | Primary contact name<br><b>KEADY KAISER</b> |                     | Phone No.<br><b>847.864.9860</b> |
| Street Address:<br><b>1420 Chicago Ave</b>                |                    |                                             |                     |                                  |
| City<br><b>EVANSTON</b>                                   | State<br><b>IL</b> | Zip Code<br><b>60201</b>                    | Email<br>[REDACTED] |                                  |

Sign type(s):  
(check all that apply)

☒ window graphics
 ☐ wall-mounted sign
 ☐ ground-mounted sign
 ☐ projecting sign
 ☐ other \_\_\_\_\_

Additional description of sign type and materials \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OFFICE USE ONLY: PERMIT FEE (\$60/\$195 per sign) \_\_\_\_\_

CONDITIONS OF APPROVAL: \_\_\_\_\_

**SBC 2021-1196**

**\$55.-**

ADAMS

CAO  
BENA

C

← 78.5 in →

A

↑ 96  
↓

B

↑ 96  
↓

D

↑ 80  
↓

← 31.5 in →

← 41.5 in →

← 41.5 in →

← 41.5 in →

C

white vinyl border  
on window 2.5" wide  
all around





white →



20.5" w  
30" h

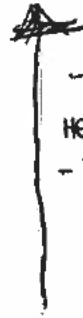
white →

KAMEO  
VINTAGE



MELISSA CARTER  
VINTAGE SHOWROOM 29" w  
10" h  
847.306.9445

MAKE  
2



THIS IS AVERAGE  
HEIGHT OF A PERSON  
- PROVIDES ID



INSTAGRAM



INSTAGRAM



WEBSITE

4.5" w  
5" h

↳ BLK

D



white vinyl border  
on window 2.5" wide  
all around



## Attachment B – Staff Analysis of Sign Area



Area of Window: 6.54 feet x 13 feet = 85.02 square feet

Area of Left Window Sign: 2.5 feet x 1.71 feet = 4.275 square feet

Area of Upper Right Window Sign: 0.83 feet x 2.42 feet = 2.01 square feet

Area of Lower Right Window Sign: (0.42 feet x 0.375 feet) x 3 signs = 0.47 square feet

Total Sign Area: 4.275 square feet x 2.01 square feet x 0.47 square feet = 6.76 square feet

Maximum Permitted Sign Area Coverage of Window: **8.5 square feet (10%)**

Proposed Sign Area Coverage of Window: **6.76 square feet (7.95%)**

## d. Building Signage

Commercial signs should reflect the character of the building style, while expressing each store's individuality. There are several prominent sign styles that are appropriate to Winnetka: surface mounted, pin-mounted, interior, decal and projecting blade signs. Sign materials are limited to painted wood, canvas, architectural glass and metal. Sign color must harmonize with the building upon which it is mounted and adjacent structures. Background colors for the body of the sign are limited to earth tones and primary colors, whereas pastels, neon and secondary colors are not allowed. Lettering color can be unique to the image of the retailer/user. Metal sign and plaque material such as brushed bronze, antique bronze, aluminum, stainless steel and painted cast iron or similarly appearing materials are preferred. Highly reflective metallic signs are not allowed. Signs should be lit by marquee or spot lighting; neon lighting is not permitted. Spot lighting should be minimal and unobtrusive and, per the Village Code, the source of illumination shall not be visible from any street, sidewalk or dwelling. Simplified industrial light fixtures are not permitted. Contextual solutions are recommended. The majority of the signs will be mounted within the building's sign band, defined as the wall area located above the ground floor storefront opening and below the second floor windowsill, and is located a minimum of 8'-0" above grade and a maximum of 15'-0" above grade.

Signs must comply with the general provisions of the Winnetka Sign Ordinance as well as design provisions contained within these Design Guidelines.

1. Surface mounted commercial signs are either fabricated from painted wood or cast metal plaques and are to be mounted within the sign band or within the storefront transom. The height of the sign is restricted to 75% of the area of the sign band or 14 inches - whichever is less. The sign band of a building consists of the area located above the ground floor storefront opening and below the second floor windowsill, and is located a minimum of 8'-0" and a maximum of 15'-0" above grade. Refer to figures 28, 29, and 30 for location. Surface mounted or pin-mounted signs are not permitted on secondary elevations without a defined sign band.
2. Pin-mounted commercial signs consist of reverse channel, cast metal and flat cut metal letters mounted above the storefront in the masonry sign band or suspended in front of the storefront at the transom or recessed entry. The size of the lettering is restricted so that the height of the letters does not exceed 75% of the height of the sign band or 14 inches - whichever is less. The length of the lettering is to be contained within 75% of the length of the sign band. (See figure 38)



Figure 38

3. Interior signs floating independently are set behind the glass either at the transom or at the sill of the storefront and are lit from a separate source. This sign must adhere to the size limitations of the decal signs. (See figure 39)

4. Decal Signs are defined as painted or vinyl transfer letters and numbers. Decal signs can be mounted within the transom and at the lower section of the storefront window area so as not to interfere with the merchandising. The decal sign area at the lower section of the window can occupy up to 10% of the glass area of a single pane. Decals mounted at the transom are restricted to 50% of the area of the transom. Decals located at the lower section of the main display area are to be limited to 6" in height unless they contain store operation hours, which are restricted to 2". (See figure 40)

*Figure 39*



*Figure 40*

5. Projecting blade commercial signs can be round, square or vertical, mounted from the face of the building at the second floor level between the windows or at the head of the storefront and are oriented to pedestrian scale. The signs are to be mounted on fixed hardware; no swinging or chain-mounted signs are allowed. The dimensions of the sign are not to exceed 6 square feet (36" high and 24" deep) (See figure 41). If illuminated, the signs should be lit with an unobtrusive light source.



*Figure 41*

6. Incidental wall signs such as building management identification and directory signs should be integrated into a single sign and be constructed of brushed bronze, antique bronze or painted cast iron. Such signs should not be placed on the prominent street front facade and should be directed to public residential entries.





# MEMORANDUM VILLAGE OF WINNETKA

## COMMUNITY DEVELOPMENT DEPARTMENT

**TO:** DESIGN REVIEW BOARD  
**FROM:** CHRISTOPHER MARX, AICP, ASSOCIATE PLANNER  
**DATE:** NOVEMBER 12, 2021  
**SUBJECT:** 86-88 GREEN BAY ROAD – 7-ELEVEN AND WINNETKA CLEANERS –  
CERTIFICATE OF APPROPRIATENESS (CASE NO. 21-29-DR)

### INTRODUCTION

On November 18, 2021, the Design Review Board (DRB) is scheduled to consider an application submitted by DHH Capital, LLC (the “Applicant”) as the owner of the building located at 86-88 Green Bay Road (the “Subject Property”), for approval of a Certificate of Appropriateness to allow a roof replacement on the exterior façade of the building on the Subject Property.

### PROPERTY DESCRIPTION

The Subject Property is generally located on the southwest corner of the intersection of Winnetka Avenue and Green Bay Road in the Indian Hill Business District. It is zoned C-1 Limited Commercial and is not located in the Commercial Overlay District. The Subject Property contains a one-story commercial building with a *7-Eleven* convenience store and *Winnetka Cleaners*, a dry-cleaning business. Figures 1 and 2 at the end of this report identify the Subject Property.

### PREVIOUS APPROVALS

On February 21, 2019, the DRB approved a sign permit and sign code variation to allow installation of a double-sided freestanding sign to identify *7-Eleven*. A sign code variation was also approved to allow display of the freestanding sign because the building occupied by the tenant is closer than 15 feet to the street line. The sign permit was issued in April 2019; however, the sign was not installed.

### CURRENT REQUEST

The Applicant is seeking approval of a certificate of appropriateness to replace the existing metal roof with a new standing seam metal roof that is similar in appearance to the existing roof. The proposed roof would consist of green metal panels. The existing mansard roof form would remain unchanged. The Applicant states that the new roof would be nearly identical in appearance to the existing roof except for having smaller gaps between the metal panel seams. The Applicant states that the proposed shade of green, identified as “Evergreen” on the color sampler in the application materials, is intended to match the branding scheme of a typical *7-Eleven* store. A material sample of the roof material will be available at the meeting. The Applicant has provided visuals and design specifications of the proposed roof that are available in the application materials included in Attachment A.

### CERTIFICATE OF APPROPRIATENESS CONSIDERATIONS

As established by the Village Code, the Design Review Board is to consider the following four (4) factors in determining whether to grant a Certificate of Appropriateness:

*“(1) whether the proposed external architectural features and site improvements are appropriate to and compatible with the character of the immediate neighborhood;”*

*“(2) whether the proposed external architectural features and site improvements are appropriate to and compatible with adopted Village plans for and improvements in the immediate neighborhood, and including both urban design and site arrangement considerations;”*

*“(3) whether the proposed external architectural features and site improvements are consistent with applicable Village design guidelines and such standards and criteria as may be adopted by the Board; and”*

*“(4) the probable effect of the proposed external architectural features on the integrity of the immediate vicinity.”*

The proposed alteration is intended to maintain and preserve the current roof façade of the 7-Eleven building. The proposed roof would present minimal changes to the built environment of the Subject Property and surrounding area.

### **DESIGN GUIDELINES ANALYSIS**

The Design Guidelines provide guidance on the appearance of façade exteriors and roof materials for buildings in commercial districts. The Guidelines call for roofing that simulates natural materials such as slate, ceramic tiles, cement, asphalt shingles, wood shingles, or copper. Any metal materials other than copper are strongly discouraged. Contrary to the Design Guidelines, the proposed roof would be constructed of metal, which is the same material of the existing roof. An excerpt of the Design Guidelines pertaining to the proposed alterations is included as Attachment B.

### **SUMMARY**

The Applicant requests that the DRB find the proposed roof as appropriate and compatible with the Design Guidelines and approve the application as proposed. Should the DRB find the proposed roof as appropriate, the Applicant would first need to receive an approved building permit from the Community Development Department prior to installation.

### **ATTACHMENTS**

Attachment A: Application Materials

Attachment B: Design Guidelines Excerpt

Attachment C: Image of Previously Approved Freestanding Sign



**Figure 1 – Subject Property – North building façade along Green Bay Road**



**Figure 2 – Subject Property – West façade of building along Brier Street**





# ATTACHMENT A

Village of Winnetka  
CERTIFICATE OF APPROPRIATENESS APPLICATION

## VILLAGE OF WINNETKA, ILLINOIS DEPARTMENT OF COMMUNITY DEVELOPMENT

### CERTIFICATE OF APPROPRIATENESS APPLICATION

Project Address: 88 Green Bay Road

Name of Business(es): Winnetka Cleaners and 7/11

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

- ☐ Sign                      Sign Permit Application attached? ☐  
☐ Awning                      Awning Permit Application attached? ☐  
☒ Other (general description) replace roof

Please provide a detailed description of the proposed work (attach additional information such as material specifications, photographs, etc.): We plan to replace the existing metal roof with a new standing seam metal roof system similar to existing one but with less space in between the seams. Color will be the similar dark green.

I/We hereby certify that as Owner (Lessee/Owner) of the property located at 88 Green Bay Road (address), I am/we are authorized to submit plans for alterations 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

PRINTED NAME(S)

ADDRESS

PHONE NO.

EMAIL

Dan Burns

825 Green Bay Road, Suite 100, Winnetka

3122864995

dburns@ospreycapitalllc.com

#### FOR OFFICE USE ONLY

COA applied for (date): \_\_\_\_\_

COA Case Number: \_\_\_\_\_

COA Issued (date): \_\_\_\_\_

PRIMARY DESIGN FIRM

A&E Construction

CONTACT NAME

Violet Escobedo

ADDRESS

Chicago, IL 60630

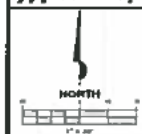
PHONE NO.

EMAIL





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| DESCRIPTION | ISSUED DRAFT TO CLIENT | PER TITLE COMPANY PROFORMA | ISSUED FOR CT DRUGS |
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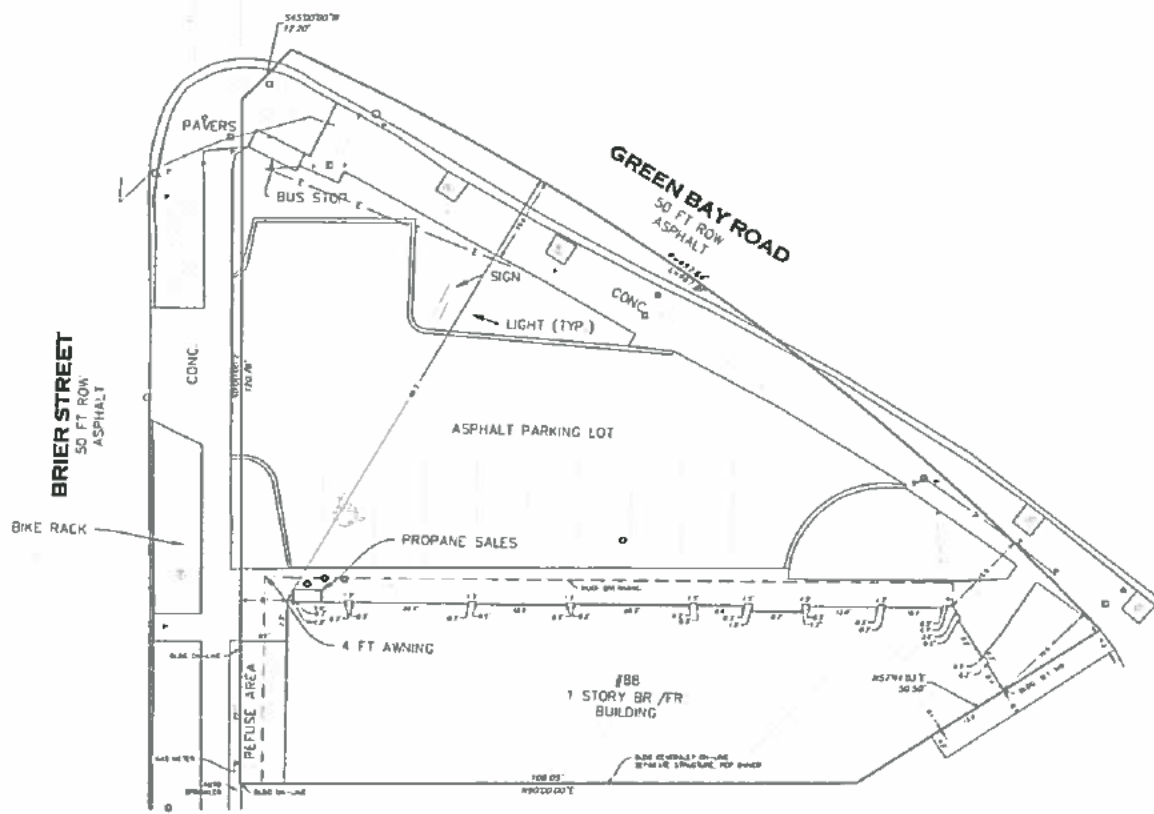
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00141134

**MeritCorp**  
10 North Broadway Suite 3-B  
Alhambra, IL 60003  
Phone 647.478.4170  
Fax, 647.4025669  
www.meritcorp.com



DHH CAPITAL LP  
38 GREEN BAY ROAD  
ALTA/ACSM  
LAND TITLE SURVEY

|                    |     |
|--------------------|-----|
| PROJECT NO. M14089 |     |
| DRAWN BY:          | MTS |
| CHECKED BY:        | JPM |
| SHEET NO. 1/1      |     |

[illegible][illegible]

PROPERTY IN ZONE "X" PER FEMA FLOOD INSURANCE RATE MAP NO. 1700020010 WITH AN EFFECTIVE DATE OF AUGUST 19, 2000

THE PROPERTY SHOWN HEREIN IS ZONED C-1 - LIMITED COMMERCIAL, RETAIL, FOR ZONING REGULATIONS CONTACT THE OFFICE OF THE PLANNING & ZONING DEPARTMENT AT 1500 W. 10TH AVENUE, SUITE 100, DENVER, CO 80202. LAND SURVEY DATA ARE NOT PERMITTED TO BE USED FOR SUBDIVISIONS. CURRENT ZONING CLASSIFICATION, BUILDING SETBACKS, HEIGHTS, AND FLOOR SPACE AREA RESTRICTIONS WILL BE NOT PROVIDED.

ALL RELATED PARCELS AS DESCRIBED THEREIN THE RE-ARE NO SURVIVOR-RELATED MATTERS CONTAINED IN THE COMMENTARY

[illegible]

STATE OF ILLINOIS )  
 ) ss:  
County of COOK. )  
  
I, DAN CAMPBELL, CLERK OF SAID SOUTHERN BRANCH, OF MISSOURI CHIEF JESUIT FRUIT COMPANY  
CHICAGO, ILLINOIS, do hereby certify:  
  
That it is declared that said map and the Survey on which it is based and the same  
according to the "MISSOURI STANDARD OF MAPS, IN COMPLIANCE WITH AN ACT OF THE LA  
TILE, SAID SURVEY" JOHN J. (ESTABLISHED AND ACCEPTED BY SAID MAPS IN 1911)  
  
FIELD WORK AND COMPLETION OF SURVEY IN 1910



# LAKEFRONT SHEET METAL SUPPLY

1835

E889

## Standard Colors



**REGAL WHITE**  
SR-0.68 E-0.85 SRI-82



**BONE WHITE**  
SR-0.71 E-0.85 SRI-86



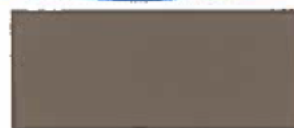
**SURREY BEIGE**  
SR-0.40 E-0.86 SRI-43



**SANDSTONE**  
SR-0.54 E-0.86 SRI-63



**ALMOND**  
SR-0.60 E-0.84 SRI-70



**BUCKSKIN**  
SR-0.38 E-0.86 SRI-41



**ASH GRAY**  
SR-0.39 E-0.84 SRI-41



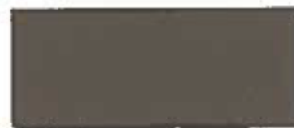
**SLATE GRAY**  
SR-0.43 E-0.85 SRI-47



**CHARCOAL**  
SR-0.32 E-0.85 SRI-32



**MATTE BLACK**  
SR-0.27 E-0.86 SRI-26



**MEDIUM BRONZE**  
SR-0.30 E-0.87 SRI-31



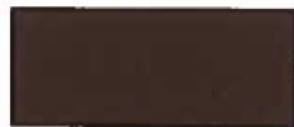
**DARK BRONZE**  
SR-0.26 E-0.84 SRI-24



**PATINA GREEN**  
SR-0.46 E-0.85 SRI-51



**EVERGREEN**  
SR-0.26 E-0.84 SRI-24



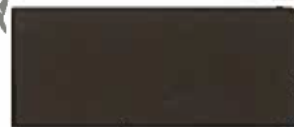
**MANSARD BROWN**  
SR-0.30 E-0.85 SRI-30



**COLONIAL RED**  
SR-0.33 E-0.85 SRI-34



**ROMAN BLUE**  
SR-0.26 E-0.85 SRI-24



**PATRICIAN BRONZE**  
SR-0.27 E-0.85 SRI-26



**TERRA COTTA**  
SR-0.35 E-0.85 SRI-36



**GALVALUME® PLUS**  
SR-0.69 E-0.25 SRI-65

## Deep Tone Premium Colors

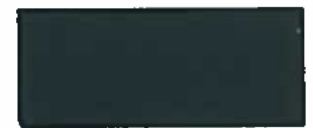
Additional cost will apply.



**REGAL BLUE**  
SR-0.26 E-0.85 SRI-24



**BRITE RED**  
SR-0.42 E-0.84 SRI-45



**HARTFORD GREEN**  
SR-0.25 E-0.85 SRI-23



**BRANDYWINE**  
SR-0.26 E-0.85 SRI-24



**LEADCOAT**  
SR-0.37 E-0.82 SRI-38



**PREWEATHERED GALVALUME**  
SR-0.30 E-0.79 SRI-27



**SILVER METALLIC**  
SR-0.57 E-0.78 SRI-64



**COPPER PENNY METALLIC**  
SR-0.49 E-0.85 SRI-55



**TEXAS SILVER METALLIC**  
SR-0.58 E-0.78 SRI-66



**CHAMPAGNE METALLIC**  
SR-0.38 E-0.80 SRI-38

## Metallic Colors

Additional cost will apply.

Do not mix metallic materials, as color may vary from batch to batch.

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.



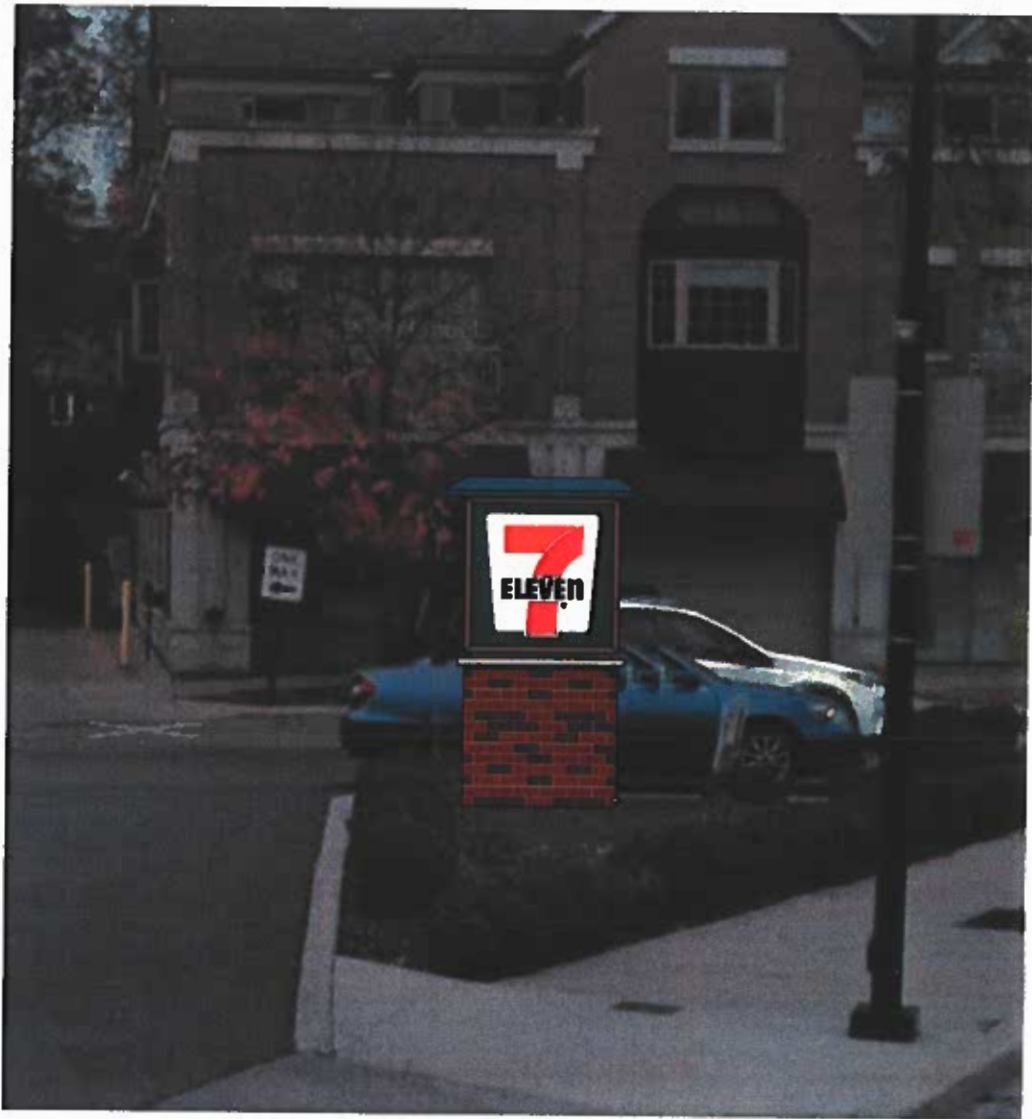
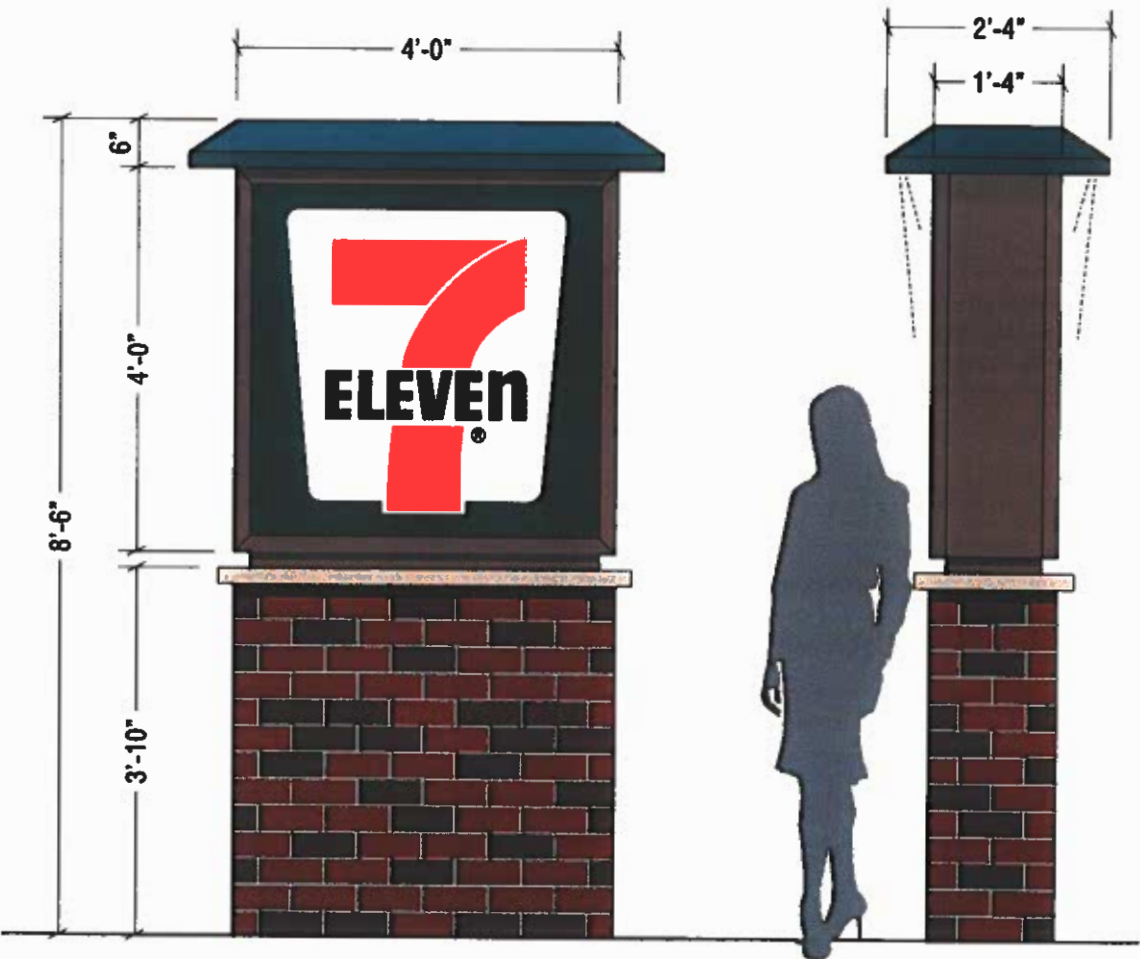
*Figure 47*



*Figure 48*



*Figure 49*



**A** DOUBLE SIDED, MONUMENT SIGN w/ MASONRY BASE  
SCALE: 1/2"=1'

- NON-ILLUM'D ALUMINUM CABINET & RETAINERS PAINTED 313 BRONZE
- WHITE LEXAN FLAT FACE W/ APPLIED GRAPHICS TO MATCH:
  - 3M#3630-44 ORANGE
  - 3M#3630-73 RED
  - 3M#3630-76 GREEN
- FABRICATED ALUM. CAP w/ LEXAN LENS ON EACH SIDE TO PROVIDE DOWN-LIGHTING ON EACH SIGN FACE. PTD. GREEN TO MATCH BLDG.
- MOUNTED ON STL. SUPPORT w/ BRICK BASE & LIMESTONE CAP

**COLORS**

PMS 165 Orange  
3M#3630-44 Orange Vinyl

PMS 1797 Red  
3M#3630-73 Dk.Red Vinyl

PMS 342 Green  
3M#3630-76 Green Vinyl



GENERAL SIGN CONTRACTORS

232 INTERSTATE RD. P.O. BOX 1068  
ADDISON, IL 60101

630-543-9490  
FAX 630-543-9493

| DATE     | REVISION                          |
|----------|-----------------------------------|
| 12.13.18 | CHANGE FORMED FACES TO FLAT LEXAN |
|          |                                   |
|          |                                   |
|          |                                   |
|          |                                   |

CUSTOMER APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

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|           |                   |        |       |          |                        |
|-----------|-------------------|--------|-------|----------|------------------------|
| CLIENT    | 7-ELEVEN #33799   |        |       |          |                        |
| ADDRESS   | 88 GREEN BAY ROAD |        |       |          |                        |
| CITY      | WINNETKA          | STATE  | IL    | DESIGNER | KM SALESPERSON JST     |
| DRWG. NO. | 17076             | SCALE: | NOTED | DATE:    | 12.11.2018 SHEET NO. 1 |

Z:\Design\0-917-ELEVEN\WINNETKA IL - #33799\7-ELEVEN - WINNETKA IL.cdr

DRB 88 Green Bay Page 10



# MEMORANDUM VILLAGE OF WINNETKA

## COMMUNITY DEVELOPMENT DEPARTMENT

**TO:** DESIGN REVIEW BOARD  
**FROM:** ANN KLAASSEN, SENIOR PLANNER  
**DATE:** NOVEMBER 11, 2021  
**SUBJECT:** 455 LINDEN STREET - NEW MULTI-FAMILY RESIDENTIAL BUILDING -  
CERTIFICATE OF APPROPRIATENESS (AMENDED CASE NO. 21-17-DR)

### INTRODUCTION

On November 18, 2021, the Design Review Board (DRB) is scheduled to continue a public hearing on an amended application submitted by Nadeya Khalil (the "Applicant"), as the manager of Linden Winnetka, LLC, the owner of the property located at 455 Linden Street (the "Subject Property"). The Applicant proposes construction of a new four-unit multi-family residential building with below grade structure parking on the Subject Property and requests approval of a Certificate of Appropriateness.

As of the date of this memo, staff has received two written comments from the public regarding this application. These comments were provided in the September and October agenda packets and are therefore included in Attachment B2. Staff has not received any additional public correspondence since the October meeting.

### OCTOBER 21 DESIGN REVIEW BOARD MEETING

On October 21, 2021, the DRB held its second review of design of the proposed building and landscaping as part of its consideration of granting a Certificate of Appropriateness to allow the construction of a new four-unit multi-family building on the Subject Property. The staff report for the October 21 meeting can be found in Attachment B2.

After hearing from the Applicant, the DRB heard comments from one member of the public. The nearby neighbor voiced concern regarding the project, including: (a) the height of the building; and (b) the appearance of the roof, and its effect on Linden Street and the neighborhood in general.

After hearing from the public, the Board discussed the proposed building. The Board members expressed concerns relating to: (a) the window organization, mass and context on the north elevation, as it relates to the neighboring properties; (b) the mass of the building encroaching on homes facing Linden Street; (c) the stair glazing with the current window pattern; (d) the window placement on the south elevation; and (e) the need for more information on the materials and the structure's color, as well as (f) the modern interpretation of a more traditional form. A copy of the draft October 21 minutes is included in the November 18 agenda packet for the DRB's approval.

After hearing the comments of the DRB, the Applicant requested a continuance until the November 18 meeting. The DRB granted the continuance to provide the Applicant an opportunity to address the comments and concerns raised at the October meeting.



## **AMENDED PROPOSED PLAN**

In response to the comments at the October 21 DRB meeting, the Applicant has provided the attached revised plans (Attachment A2). The primary changes to the plans include: (a) replacement of the red brick element on the front elevation facing Cherry Street with a light sandstone color brick; (b) elimination of the stair glazing and introduction of a cantilevered bay feature on the staircase; (c) introduction of divided lite windows and a significant reduction in the number windows on the north elevation (previously 24, now 12); (d) introduction of a second sloping roof facing Linden Street and the east; (e) relocation of rooftop A/C units towards the center of the roof. The overall size of the building has been further reduced by 51 square feet.

At the November 18 meeting, the Applicant will review the revised plans and explain the design decisions in response to the Board's comments.

The images on the following pages compare some of the plans considered at the September 29 and October 21 DRB meetings with the current amended plan (Figures 1 through 6C).



**Figure 1 –South Building Elevation – Cherry Street (September 29 Meeting)**



**Figure 1B – Previously Amended South Building Elevation – Cherry Street (October 21 Meeting)**



**Figure 1C – Current Amended South Building Elevation – Cherry Street**



**Figure 2 –West Building Elevation - Linden Street (September 29 Meeting)**

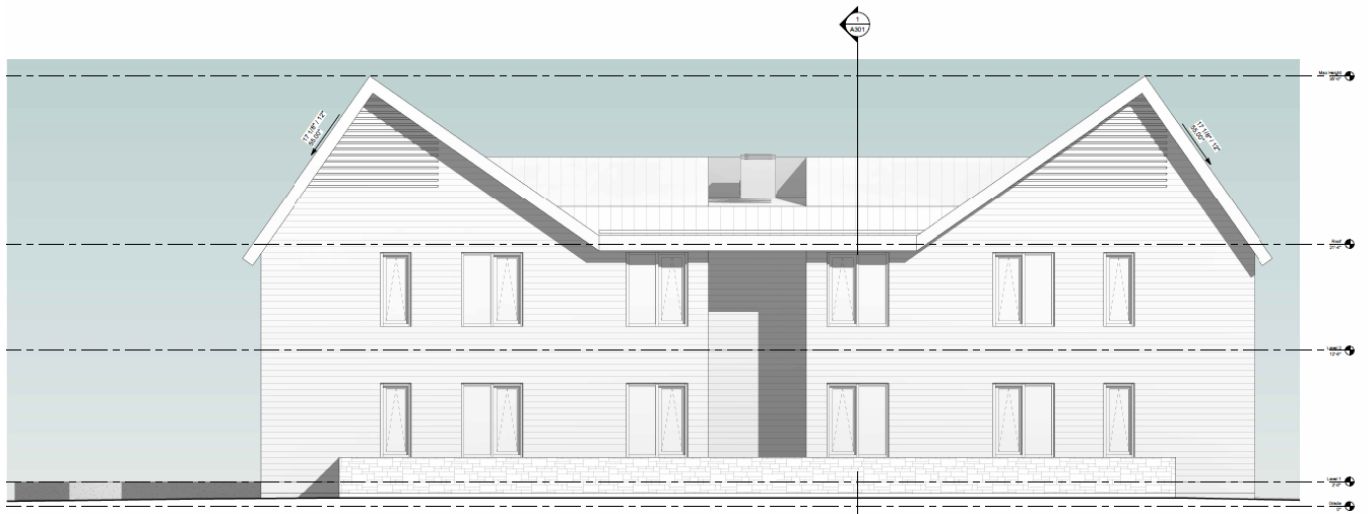


**Figure 2B – Previously Amended West Building Elevation - Linden Street (October 21 Meeting)**



**Figure 2C – Current Amended West Building Elevation – Linden Street**





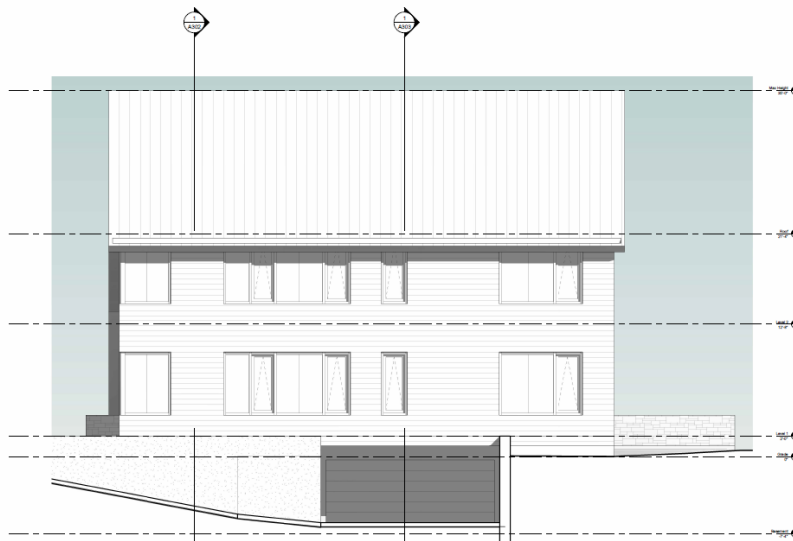
**Figure 3 – North Building Elevation (September 29 Meeting)**



**Figure 3B – Previously Amended North Building Elevation (October 21 Meeting)**



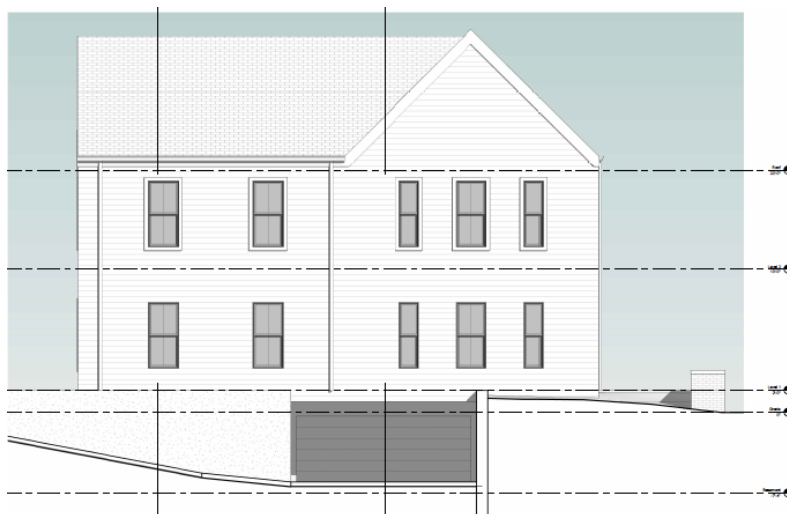
**Figure 3C – Current Amended North Building Elevation**



**Figure 4 – East Building Elevation (September 29 Meeting)**



**Figure 4B – Amended East Building Elevation (October 21 Meeting)**



**Figure 4C – Current Amended East Building Elevation**



**Figure 5 – Rendered View from Southeast (September 29 Meeting)**



**Figure 5B – Amended Rendered View from Southeast (October 21 Meeting)**



**Figure 5C – Current Amended Rendered View from Southeast**



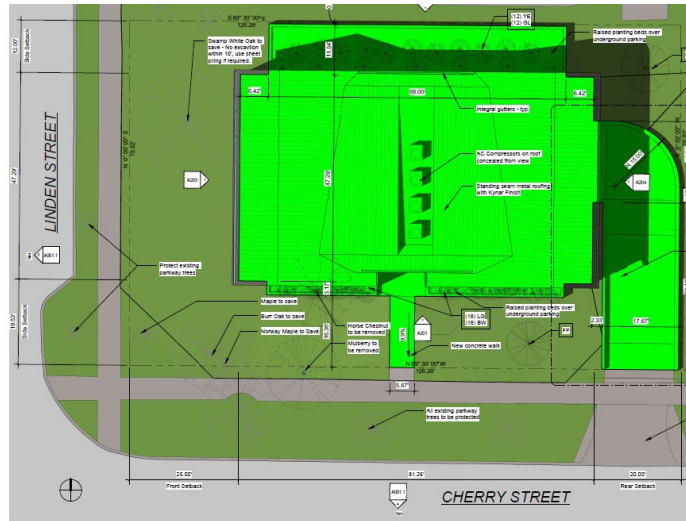


Figure 6 – Site Plan/Landscape Plan (September 29 meeting)



Figure 6B – Amended Site Plan/Landscape Plan (October 21 Meeting)



Figure 6C – Current Amended Site Plan/Landscape Plan

## CERTIFICATE OF APPROPRIATENESS CONSIDERATIONS

As established by the Village Code, the Design Review Board is to consider the following four (4) factors in determining whether to grant a Certificate of Appropriateness:

- (1) whether the proposed external architectural features and site improvements are appropriate to and compatible with the character of the immediate neighborhood;
- (2) whether the proposed external architectural features and site improvements are appropriate to and compatible with adopted Village plans for and improvements in the immediate neighborhood, and including both urban design and site arrangement considerations (Note: Please refer to the early section "Property Description" in which the project consistency with the Comprehensive Plan is summarized).
- (3) whether the proposed external architectural features and site improvements are consistent with applicable Village design guidelines and such standards and criteria as may be adopted by the Board; and
- (4) the probable effect of the proposed external architectural features on the integrity of the immediate vicinity.

The Board will need to determine if the proposed multi-family building and its associated hardscape and landscape designs comply with the above standards.

An excerpt of the Village Design Guidelines is included in Attachment B2, highlighting standards which apply to multi-family residential buildings. It should be noted that these guidelines for multi-family residential buildings were generally designed for the Village's three core business districts – Elm Street, Hubbard Woods, and Indian Hill. However, the Board may find all or some of them applicable to the proposed project.

## RECOMMENDATION

At the November 18, 2021, Design Review Board meeting, the Board is scheduled to consider the design of the Applicant's proposed multi-family residential building, as well as the associated hardscape and landscape designs.

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

- 1) Continue further review of the application to a date specific in order to provide the Applicant and/or staff additional time to address questions and comments from the Board.
- 2) Adopt a motion recommending approval or a motion recommending denial of a certificate of appropriateness for design of the proposed multi-family residential building, as well as the associated hardscape and landscape designs.

If the Board wishes to adopt a motion recommending approval or denial, a Board member may want to make a motion such as the following:

*Move to recommend **approval [denial]** of a certificate of appropriateness for the **design of the building, hardscape and landscape for the proposed four-unit multi-family building on the Subject Property**, subject to the following conditions:*

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

*The Board's recommendation is based on evidence in the record, or a public document, and upon the following findings of fact:*

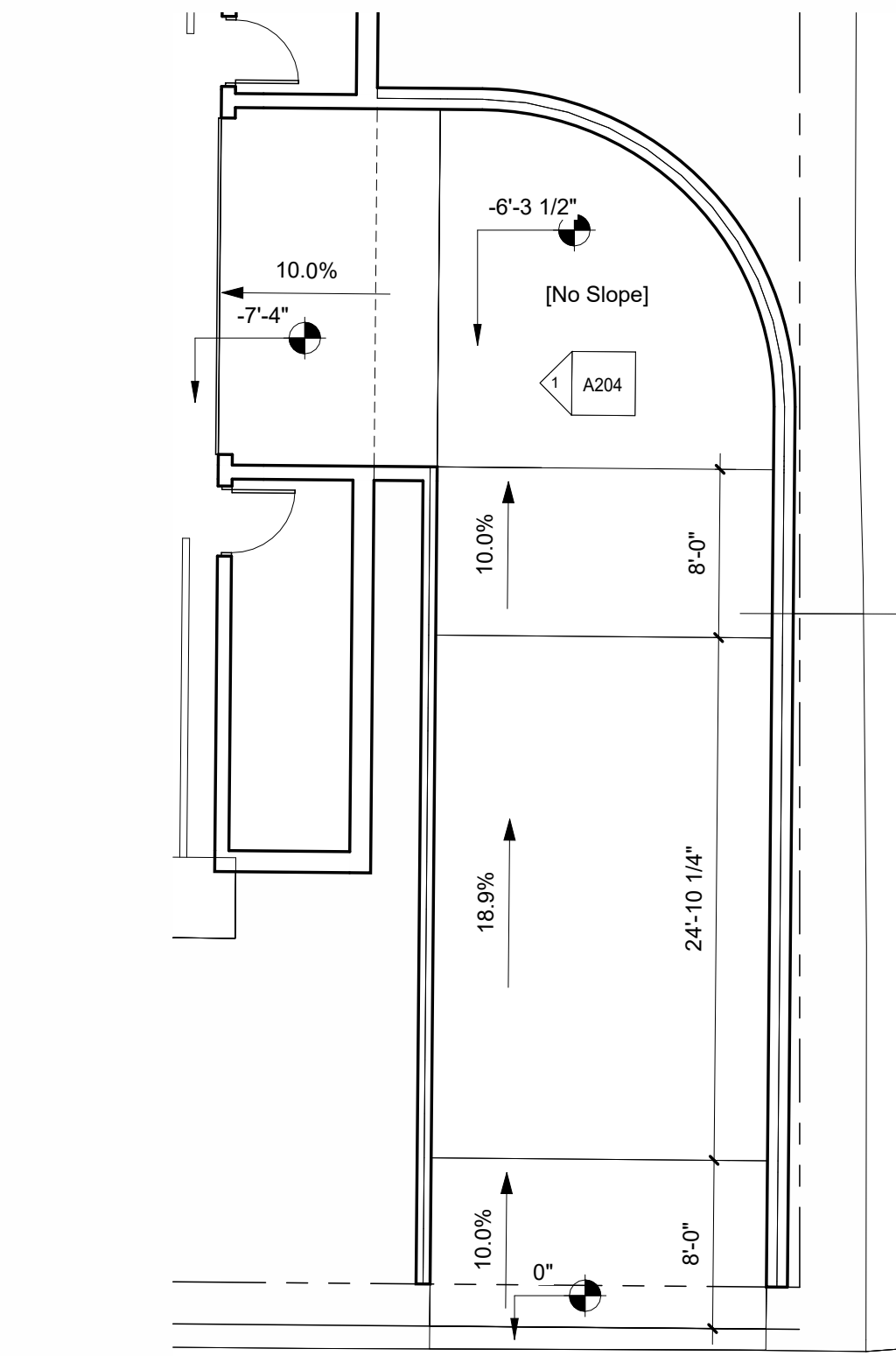
- (1) the proposed external architectural features and site improvements are appropriate to and compatible with the character of the immediate neighborhood;*
- (2) the proposed external architectural features and site improvements are appropriate to and compatible with adopted Village plans for and improvements in the immediate neighborhood, and including both urban design and site arrangement considerations;*
- (3) the proposed external architectural features and site improvements are consistent with applicable Village design guidelines and such standards and criteria as may be adopted by the Board; and*
- (4) the probable effect of the proposed external architectural features on the integrity of the immediate vicinity.*

**ATTACHMENTS**

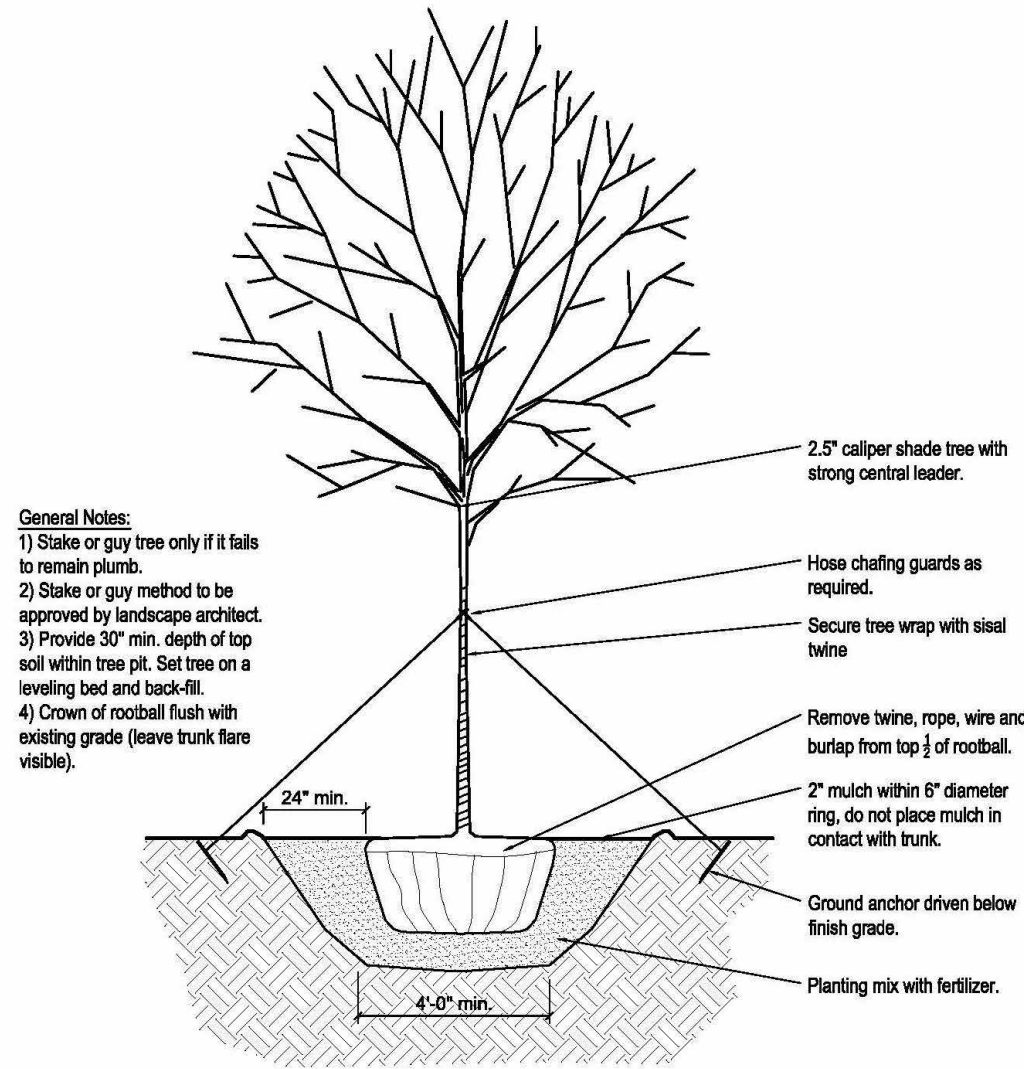
Attachment A2: Revised Plans

Attachment B2: October 14, 2021, DRB Staff Report and Attachments





3 Driveway Detail  
1/8" = 1'-0"



2 Tree Planting Detail  
1/4" = 1'-0"



1 Site  
1" = 10'-0"

## LANDSCAPE NOTES

1. All plant material shall be high-quality nursery-grown stock. Standard "B-Grade" or "Park Grade" plants are not acceptable.
2. All plant material shall be installed free of disease and in a manner that ensures the availability of sufficient soil and water to sustain healthy growth.
3. All plant material shall be planted with a minimum of 6" of organic soil and mulched to a depth of 3".
4. All plant material shall be planted in a manner which is not intrusive to utilities or pavement.
5. All shrub beds and landscape islands shall have 3" shredded hardwood mulch.
6. Plants shall be disease free and without broken twigs or branches.
7. Shrub beds shall have spaded edges.
8. All plant material shall be guaranteed for one full growing season after installation.
9. Planting specifications, other than those mentioned above shall conform with the American Standards for Nursery Stock, published by The American Association of Nurserymen.
10. Only 12" low rise growth within all 12x12' site triangles, typical.

## GROWING MEDIUM

1. Three (3) foot minimum depth.
2. Three-Six (3'-6") minimum inside clear width; greater than Five (5) feet is desirable.
3. Soil Composition: 45-77% Silt, 0-25% Clay, 25-33% Sand.
4. Soil Acidity: pH 6.0 to 7.0; Amend soil as required to achieve this pH range.
5. Soil Organic Content: Three (3) to Five (5) percent.
6. Parkway planters to be as long and as continuous as possible.
7. Minimum Five (5) feet from the inside edge of the planter or tree pit to the last tree in any series or group of trees.
8. Curbs and low railings to be installed around parkway planters throughout the "Greater Downtown", in commercial use areas, and in other heavy pedestrian traffic areas.
9. Percolation testing to be done prior to installation of any plantings.
10. Soil testing of existing soils to be done prior to installation of any plantings.
11. Mechanical subsurface drainage required in areas with poor percolation and drainage rates.
12. Groundcover and low shrub planting required instead of grass, bark or gravel mulch, or other non-livable materials.
13. "Structural Soil" (E.G. "Cornell" Mix, etc.) at a depth of Two foot Six (2'-6") inches and/or root paths required below sidewalk slabs between parkway planter and other planting areas or greenspace.
14. When sidewalks are replaced, "Structural Soil" or root paths are required below sidewalk slabs to permit root growth beyond small pit or cut-out sidewalk.
15. Root paths may be used to connect trees planted in parkways (the distance from the back of the curb to the edge of the right-of-way) to adjacent greenspace.

## MAINTENANCE

1. All required landscaping on private property to be maintained throughout the life of the project; obligation assumed by subsequent owners.
2. All required landscaping within public right-of-way to be replaced, if needed, for a minimum of Five (5) years by the original applicant and any subsequent owners. Responsibility for replacement will be assumed after Five (5) years by the City of Chicago.
3. Rainfall to be supplemented with water for a total rate of One (1) inch per week during the growing seasons for the first Three (3) years.
4. Post public notice of landscape installation and maintenance requirements, in order to alert neighbors and concerned citizens to a project's landscape requirements.
5. All required landscaping to be replaced throughout the life of the project, as requires; obligation assumed by subsequent owners.

## PLANT LIST

| DECIDUOUS & ORNAMENTAL TREES - Single & Multi. Stem |                                                    |                                  |            |      |       |
|-----------------------------------------------------|----------------------------------------------------|----------------------------------|------------|------|-------|
| Tag                                                 | Botanical Name                                     | Common Name                      | Size       | Root | Total |
| FF                                                  | Fagus sylvatica 'Frans Fontaine'                   | Beech 'Frans Fontaine'           | 18"        | B&B  | -     |
| LG                                                  | Amelanchier canadensis 'Autumn Brilliance'         | Serviceberry 'Autumn Brilliance' | 8"         | B&B  | -     |
| EA                                                  | Ulmus carpinifolia 'Accolade'                      | Elm 'Accolade'                   | 3" caliper | B&B  | -     |
| RB                                                  | Cercis canadensis                                  | Redbud                           | 9"         | B&B  | -     |
| SM                                                  | Acer saccharinum                                   | Silver Maple                     | 30"        | B&B  | -     |
| HL                                                  | Gleditsia triacanthos var. inermis 'Street Keeper' | Honey Locust 'Street Keeper'     | 3" caliper | B&B  | -     |
| SHRUBS                                              |                                                    |                                  |            |      |       |
| Tag                                                 | Botanical Name                                     | Common Name                      | Size       | Root | Total |
| BW                                                  | Buxus 'Green Velvet'                               | Boxwood 'Green Velvet' hedge     | 18"        | C    | -     |
| LG                                                  | Liriope                                            | Liriope groundcover              | 9"         | C    | -     |
| GV                                                  | Buxus 'Green Velvet'                               | Boxwood 'Green Velvet' hedge     | 18"        | C    | -     |
| HY                                                  | Hydrangea arborescens 'Incrediball'                | Hydrangea 'Incrediball'          | 5 gallon   | C    | -     |
| YE                                                  | Taxus media 'Everlow'                              | Yew 'Everlow'                    | 24"        | C    | -     |
| GL                                                  | Rhus aromatica 'Grow Low'                          | Sumac 'Grow Low'                 | 5 gallon   | C    | -     |
| MK                                                  | Syringa patula 'Miss Kim'                          | Lilac 'Miss Kim'                 | 36"        | C    | -     |

B&B = Balled and Burlapped  
C = Containerized

### Plant Notes:

1. Landscape contractor shall verify final plant selections and count with owner prior to ordering and installation.
2. Landscape contractor shall submit detailed planting plan for owner review & approval prior to work.
3. Landscape contractor shall submit irrigation plan for owner review & approval prior to work.

| Sheet List |                   |
|------------|-------------------|
| Number     | Name              |
| A001       | Site Plan         |
| A001.1     | DRB Graphics      |
| A001.2     | Renderings        |
| A001.3     | Materials         |
| A001.4     | Materials         |
| A002       | Area Plans        |
| A100       | Basement Plan     |
| A101       | First Floor Plan  |
| A102       | Second Floor Plan |
| A103       | Roof Plan         |
| A201       | South Elevation   |
| A202       | North Elevation   |
| A203       | West Elevation    |
| A204       | East Elevation    |
| A301       | Building Section  |
| A302       | Building Section  |
| A303       | Building Section  |

| Area Schedule (for FAR) |         |
|-------------------------|---------|
| Name                    | Area    |
| Level 1                 |         |
| Covered Entry           | 72 SF   |
| Elevator                | 79 SF   |
| Lobby                   | 80 SF   |
| Stair                   | 135 SF  |
| Unit 1                  | 1690 SF |
| Unit 2                  | 1698 SF |
| Level 2                 |         |
| Covered Entry           | 57 SF   |
| Elevator                | 79 SF   |
| Lobby                   | 81 SF   |
| Stair                   | 151 SF  |
| Unit 3                  | 1690 SF |
| Unit 4                  | 1694 SF |
| Roof                    |         |
| Attic                   | 320 SF  |
| Total                   |         |
| 7828 SF                 |         |

| 11/17/21    | Issued for DRB |
|-------------|----------------|
| Date        | Description    |
| ISSUE DATES |                |

## FILORAMO TALSMAN ARCHITECTURE

1765 N Elston Ave., #226, Chicago, IL 60642 info@filoramtalsman.com

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|-----------------------------|--|
| Issue Date                  |  |
| 11/11/2021 3:07:52 PM       |  |
| Project Name:               |  |
| Cherry / Linden Homes       |  |
| 455 Linden Street, Winnetka |  |
| Owner:                      |  |
|                             |  |

|           |  |
|-----------|--|
| Site Plan |  |
| A001      |  |





6 465-477 Linden  
Not to Scale



5 760 Cherry  
Not to Scale



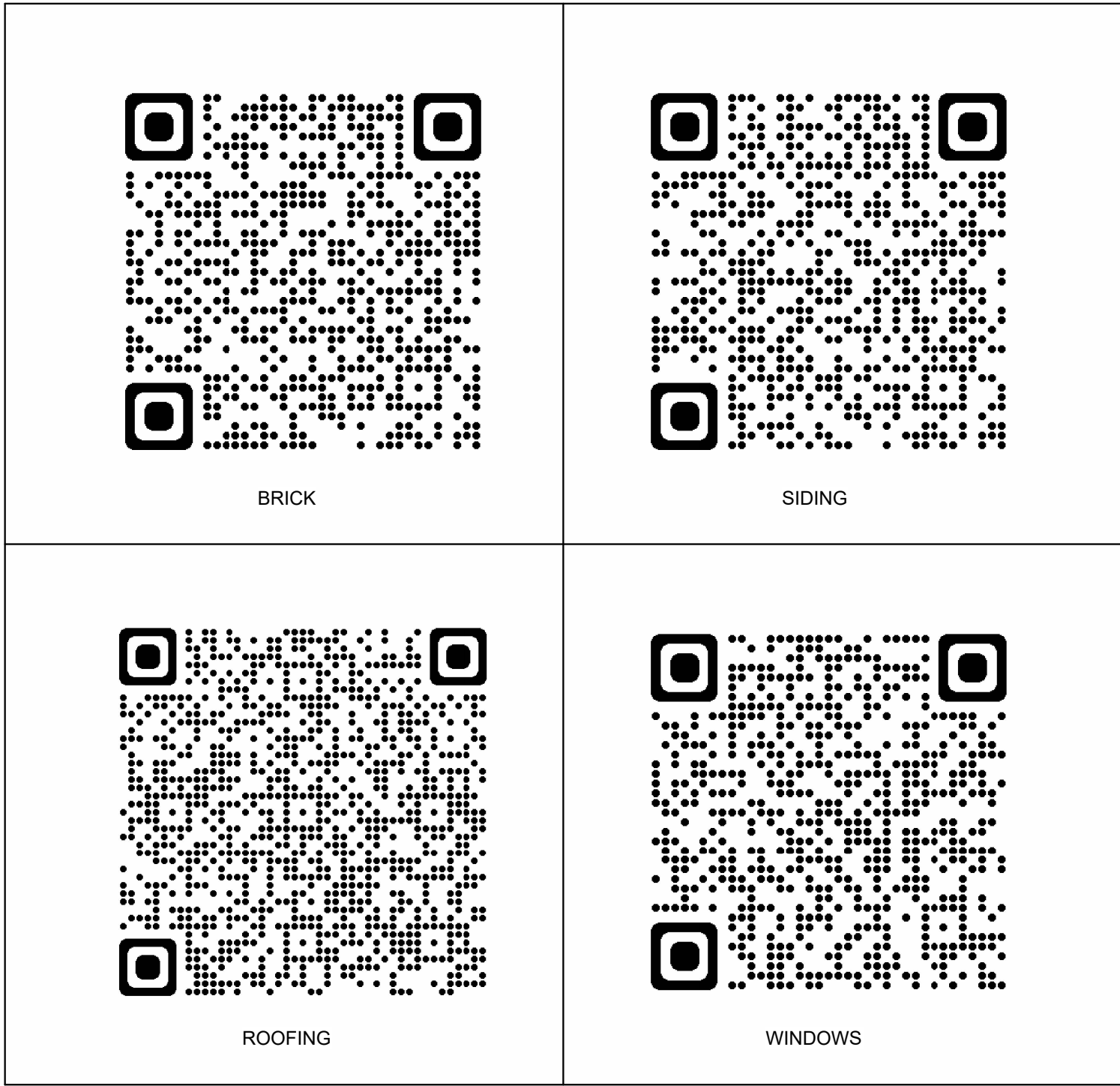
4 770 Cherry  
Not to Scale



3 458 Linden  
Not to Scale



2 Cherry Street  
1 : 70



1 Linden Street  
1 : 70

**455 Linden Design Approach:**

The proposed structure at the Northeast corner of Cherry and Linden is a combination of modern and traditional ideas about architecture as well as being a thoughtful neighbor. 9 parking spaces are required for the allowed 4 dwelling units on this 10,000 SF parcel. All proposed parking is hidden from view with the garage entirely below grade. Parts of the garage extend into the required setbacks and have been topped with raised planting beds which provide a gentle transition between the landscape and the building.

The material palette includes a composition of durable and natural materials that will and have endured for decades or more; pre-stained cedar siding, limestone cladding, and metal roofs have been employed on the farmhouse for centuries.

This particular building combines these time tested materials with modern ideas about how they are utilized and includes, simple, low-maintenance details with some clever combinations that will create a few unique experiences in Winnetka.

| 1           | 11/7/21 | Issued for DRB |
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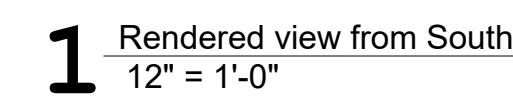
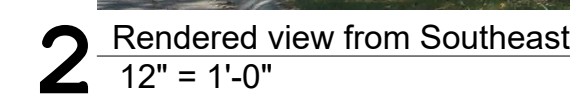
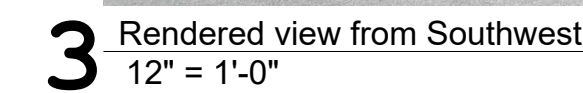
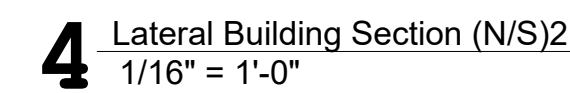
Cherry / Linden Homes  
455 Linden Street, Winnetka

**Owner:**

DRB Graphics

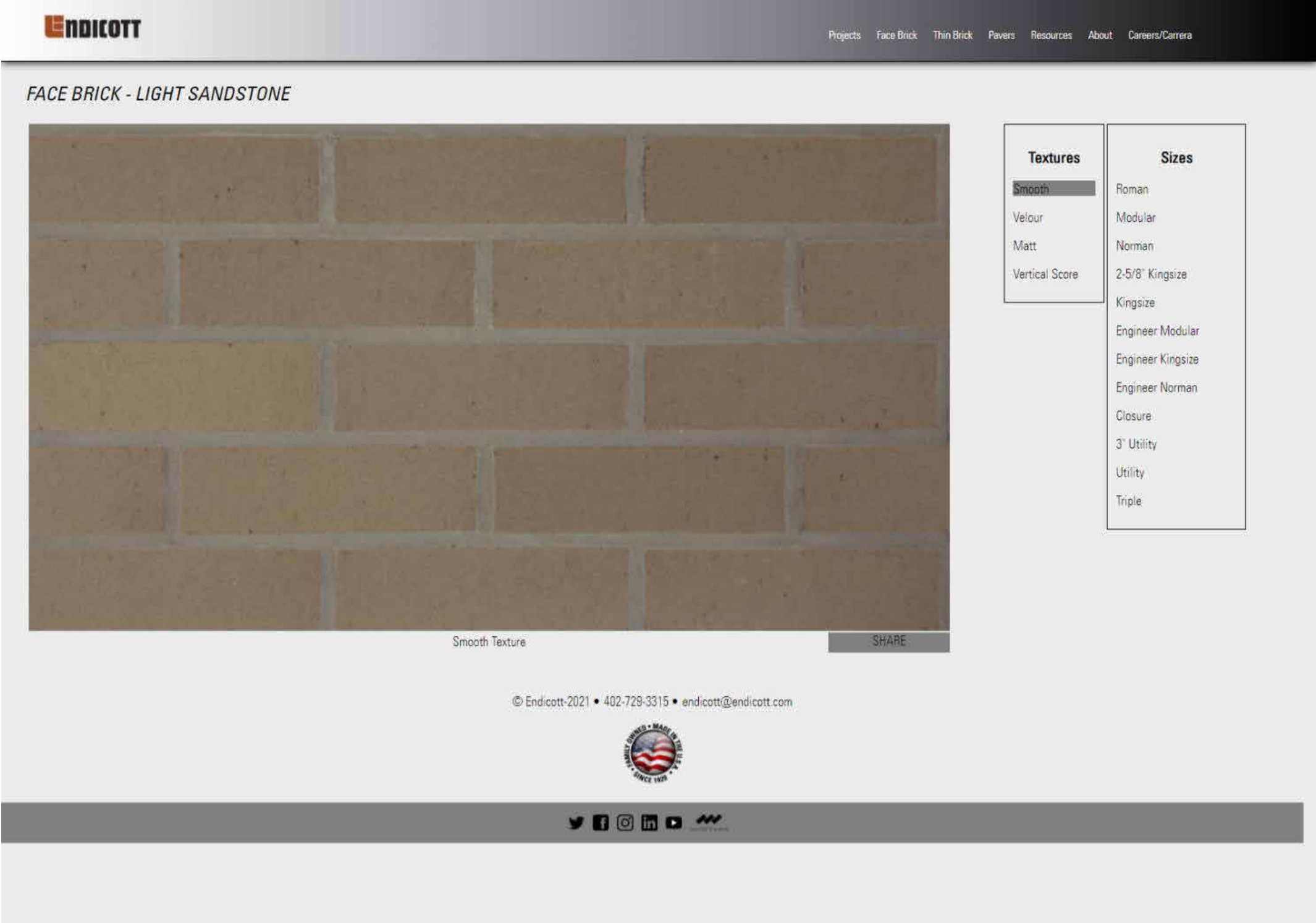
A001.1



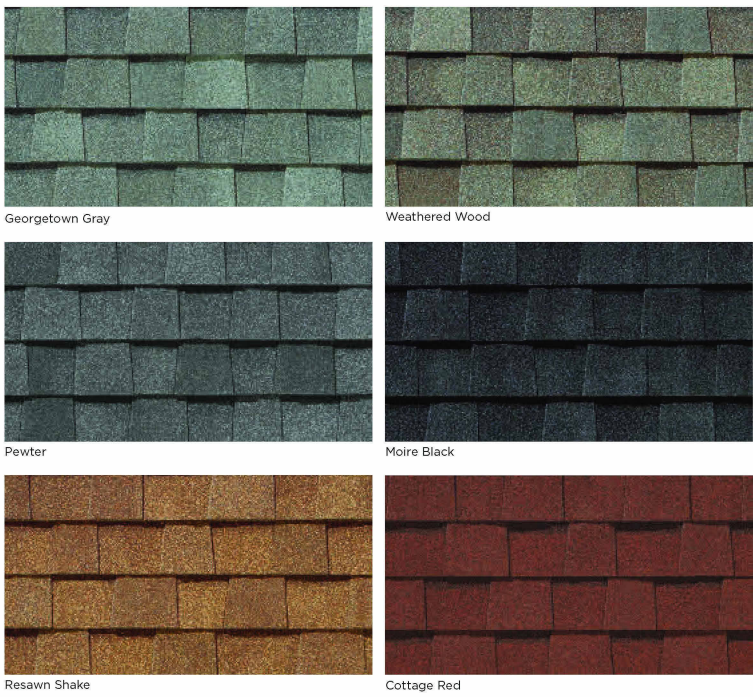
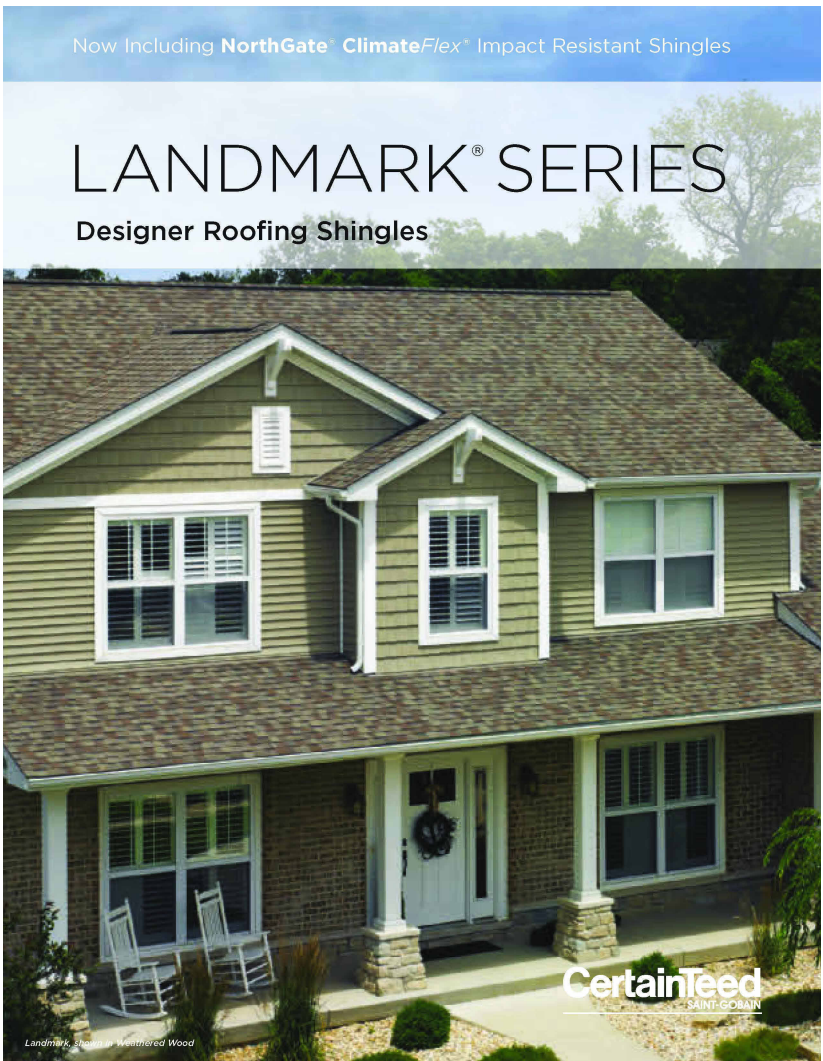
Nov. DRB Agenda Packet - 455 Linden - Page 13



2 Brick  
6" = 1'-0"



1 Roof Materials  
6" = 1'-0"

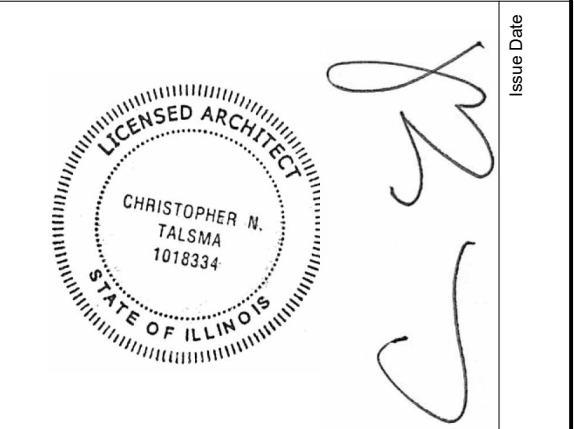


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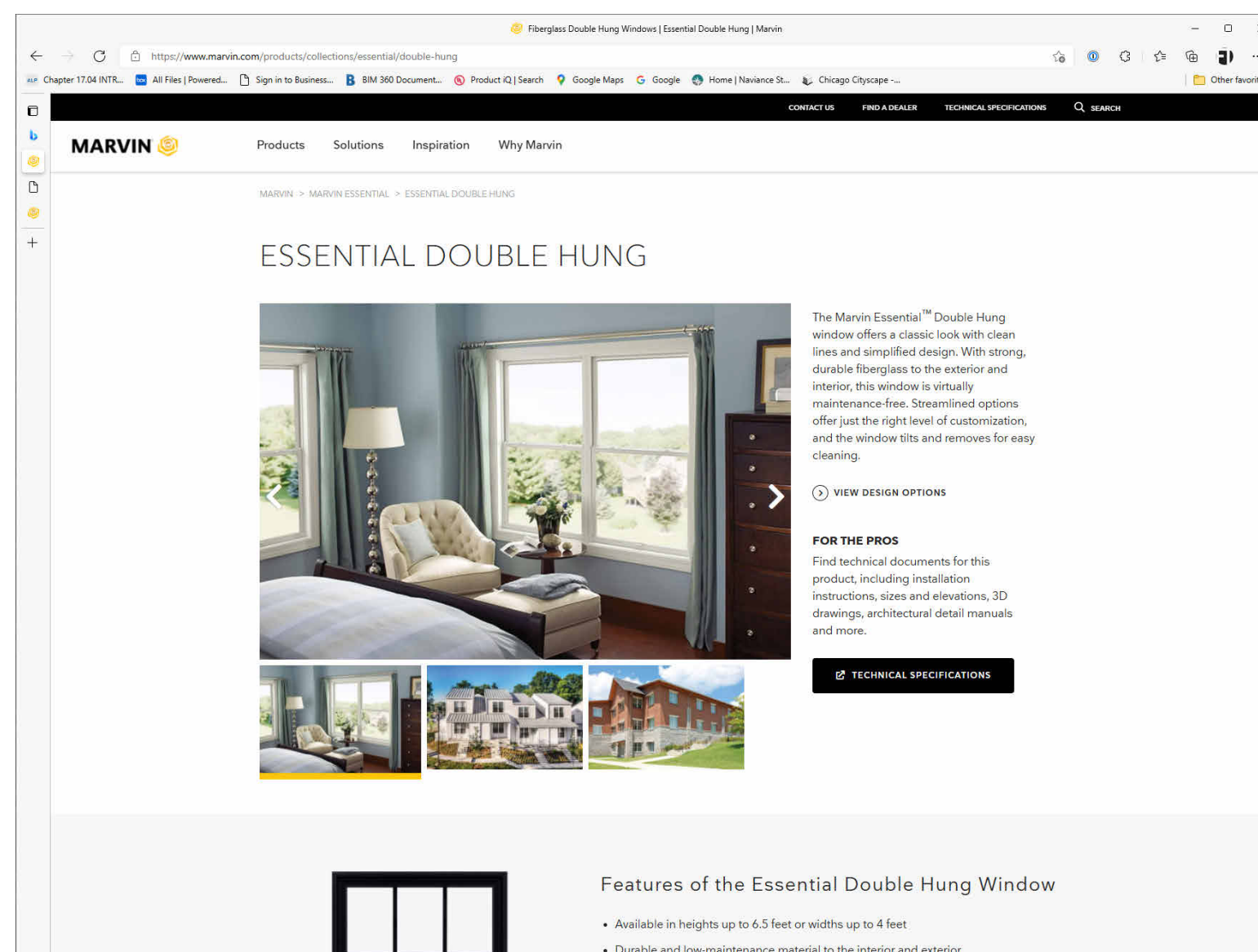
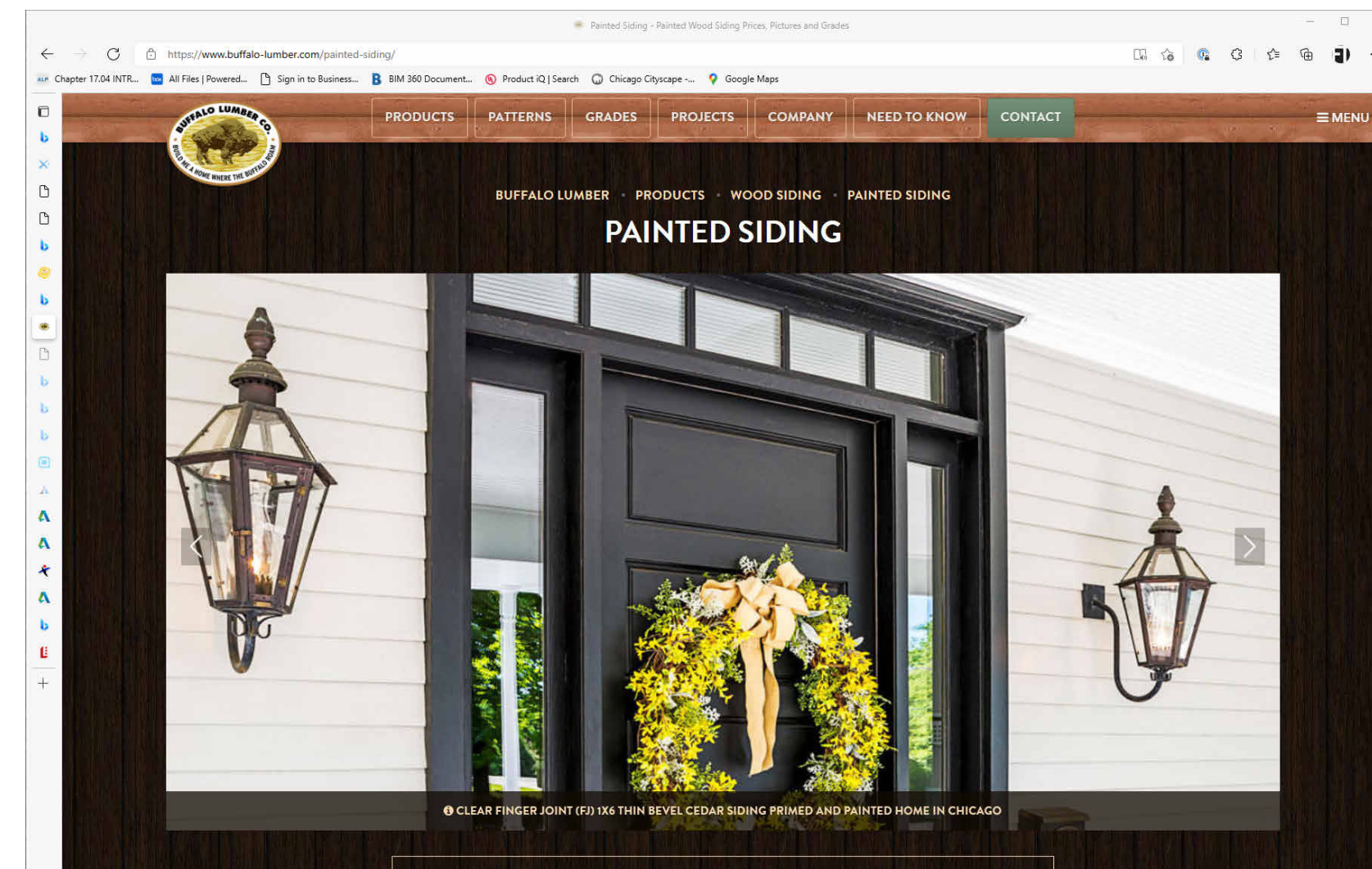
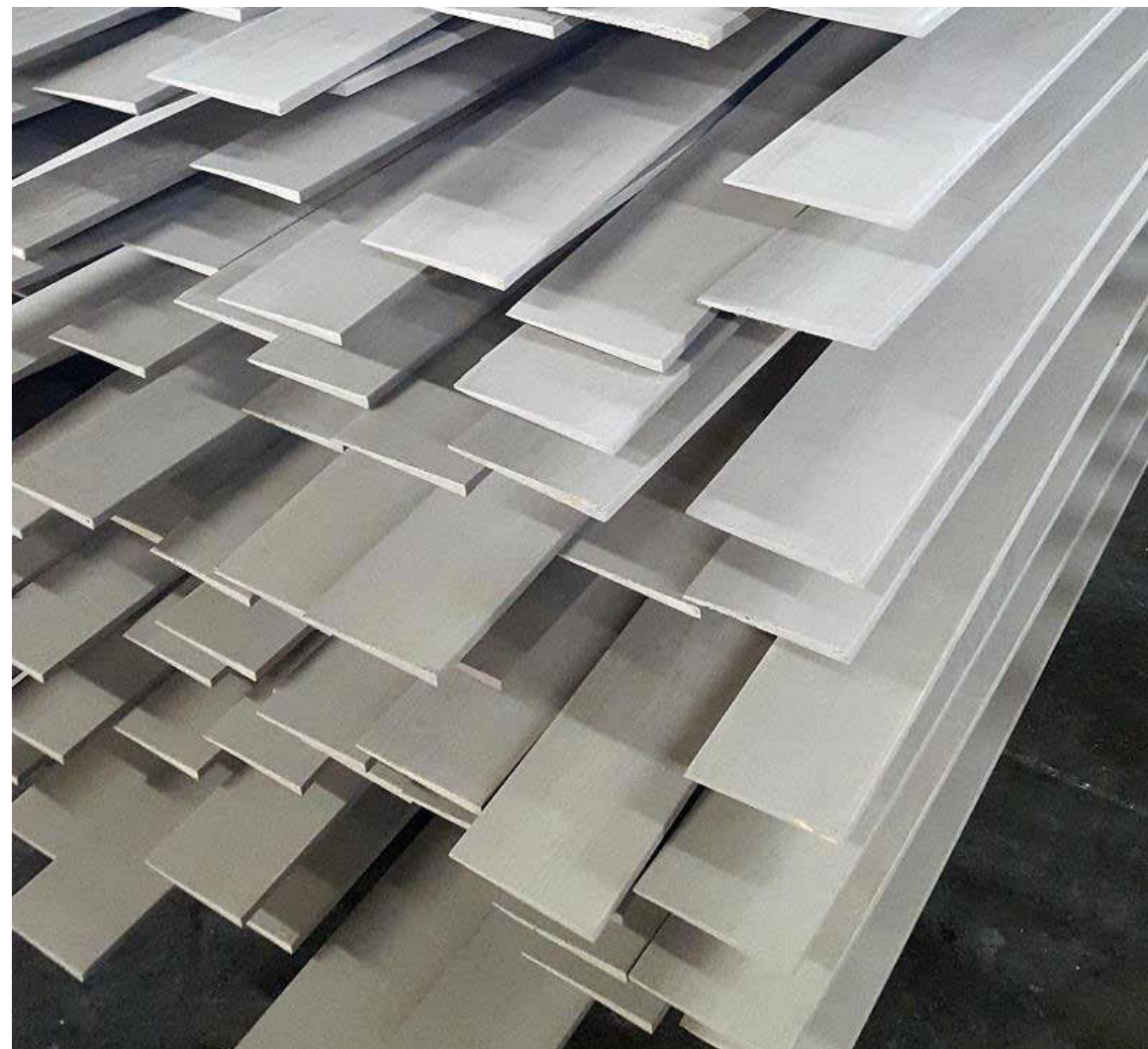
Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

Materials

A001.3

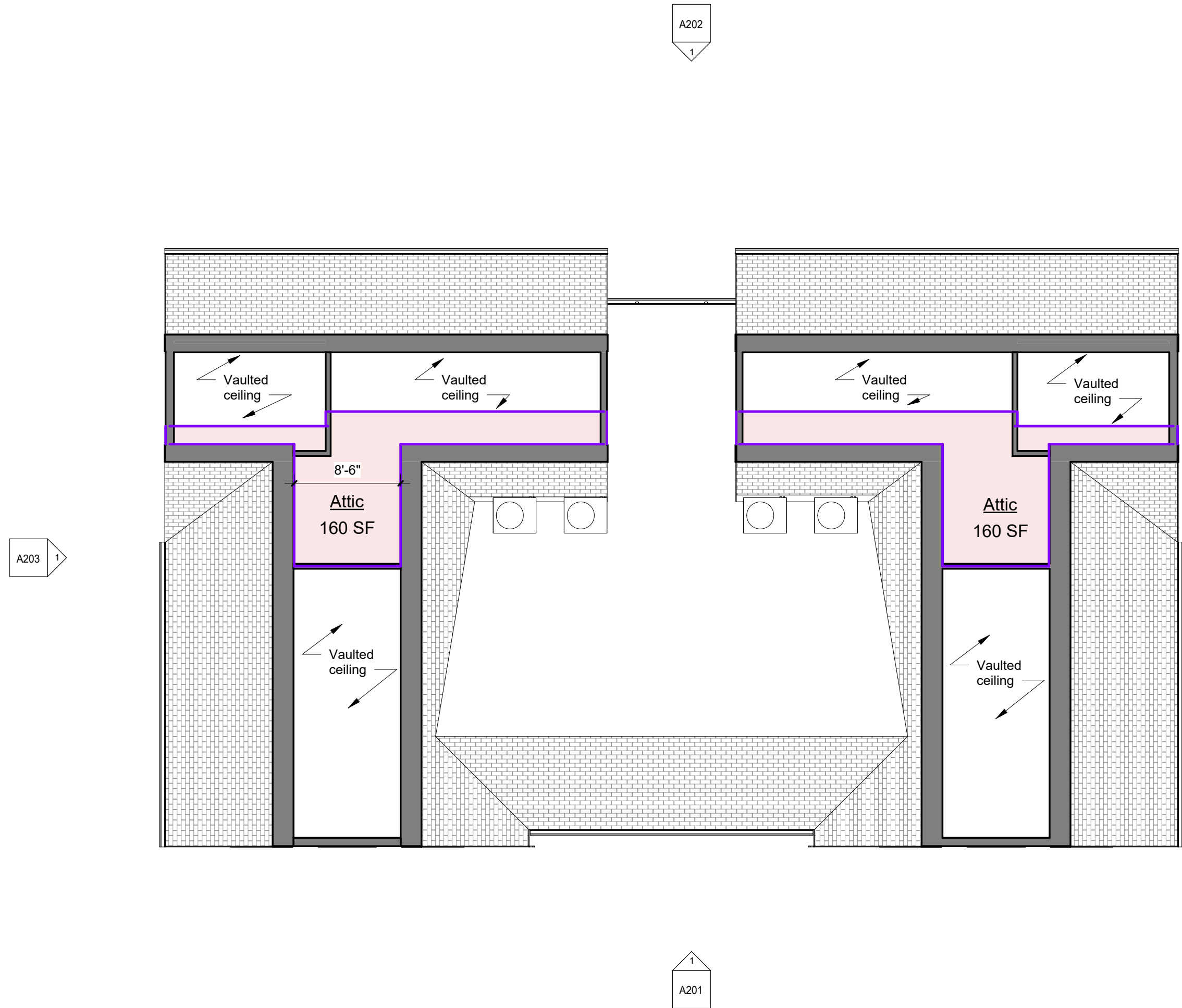




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| <b>FILORAMO TALSMAN</b><br>ARCHITECTURE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |             |             |
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| Project Name:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |             |             |
| Cherry / Linden Homes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |             |             |
| 455 Linden Street, Winnetka                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |             |             |
| Owner:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |             |             |
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| Materials                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |             |             |
| A001.4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |             |             |



4 Roof  
1/8" = 1'-0"



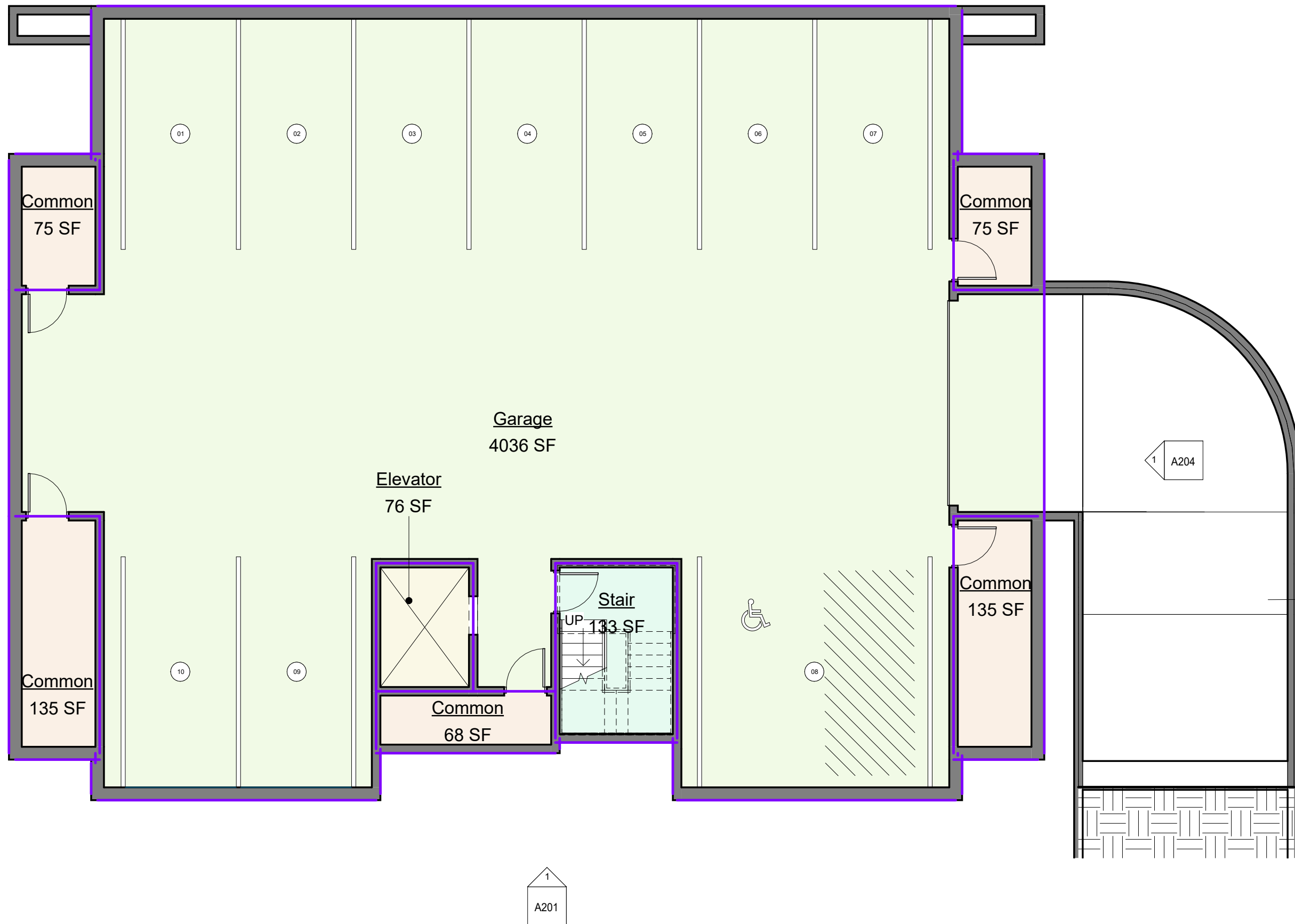
3 Level 2  
1/8" = 1'-0"



2 Level 1  
1/8" = 1'-0"



1 Basement  
1/8" = 1'-0"



| Area Schedule (Gross Building) |          |
|--------------------------------|----------|
| Name                           | Area     |
| Basement                       |          |
| Common                         | 488 SF   |
| Elevator                       | 76 SF    |
| Garage                         | 4036 SF  |
| Stair                          | 133 SF   |
|                                | 4733 SF  |
| Level 1                        |          |
| Covered Entry                  | 72 SF    |
| Elevator                       | 79 SF    |
| Lobby                          | 80 SF    |
| Stair                          | 135 SF   |
| Unit 1                         | 1690 SF  |
| Unit 2                         | 1698 SF  |
|                                | 3755 SF  |
| Level 2                        |          |
| Covered Entry                  | 57 SF    |
| Elevator                       | 79 SF    |
| Lobby                          | 81 SF    |
| Stair                          | 151 SF   |
| Unit 3                         | 1690 SF  |
| Unit 4                         | 1694 SF  |
|                                | 3753 SF  |
|                                | 12241 SF |

## EGRESS NOTE:

PER 2015 IBC  
1006.3.2  
Single Exits are permissible for floors up to  
3rd story with fewer than 4 Dwelling Units

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Project Name:

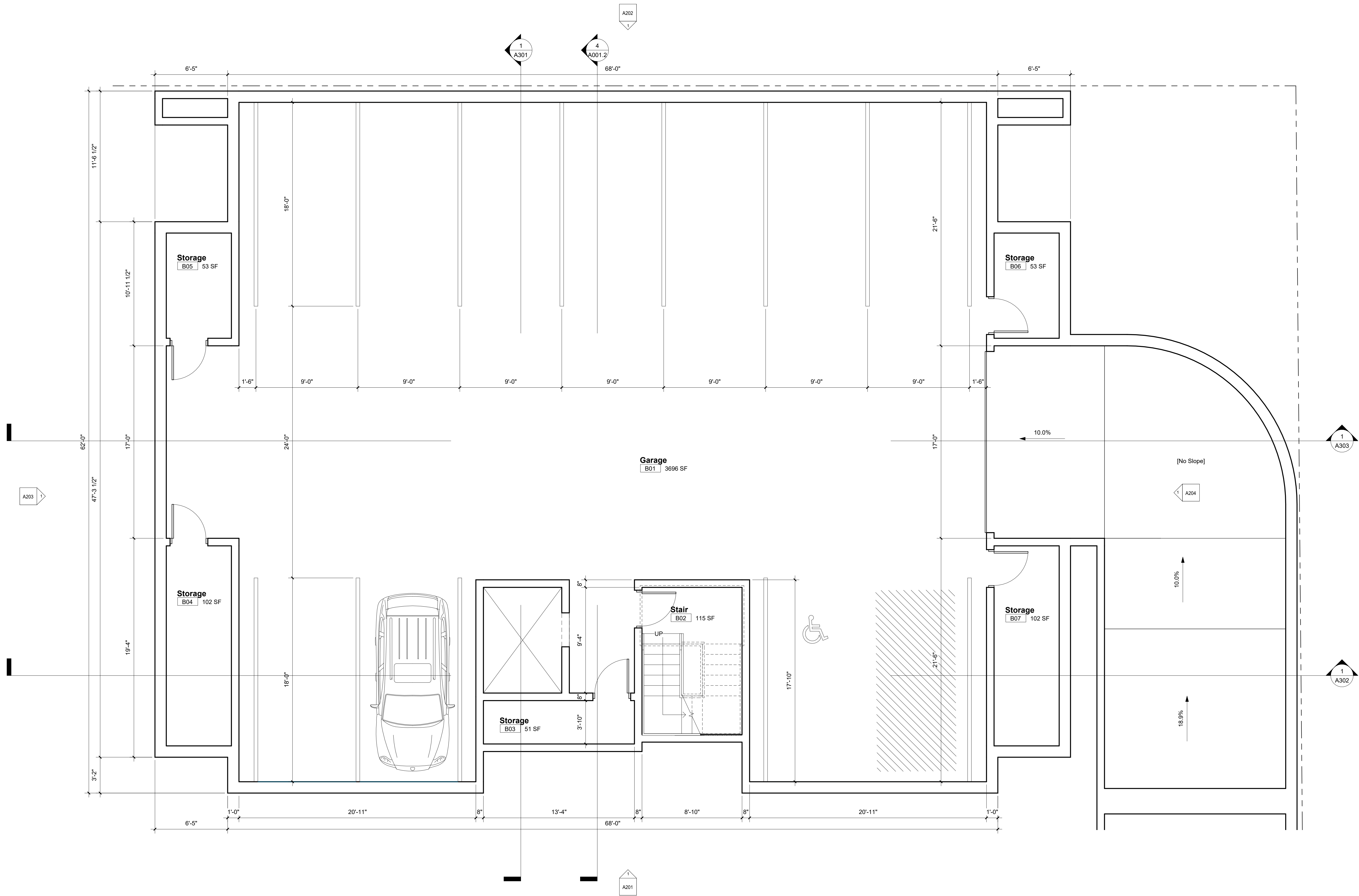
Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

Area Plans

A002





| 1           | 11/7/21 | Issued for DRB |
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Project Name:

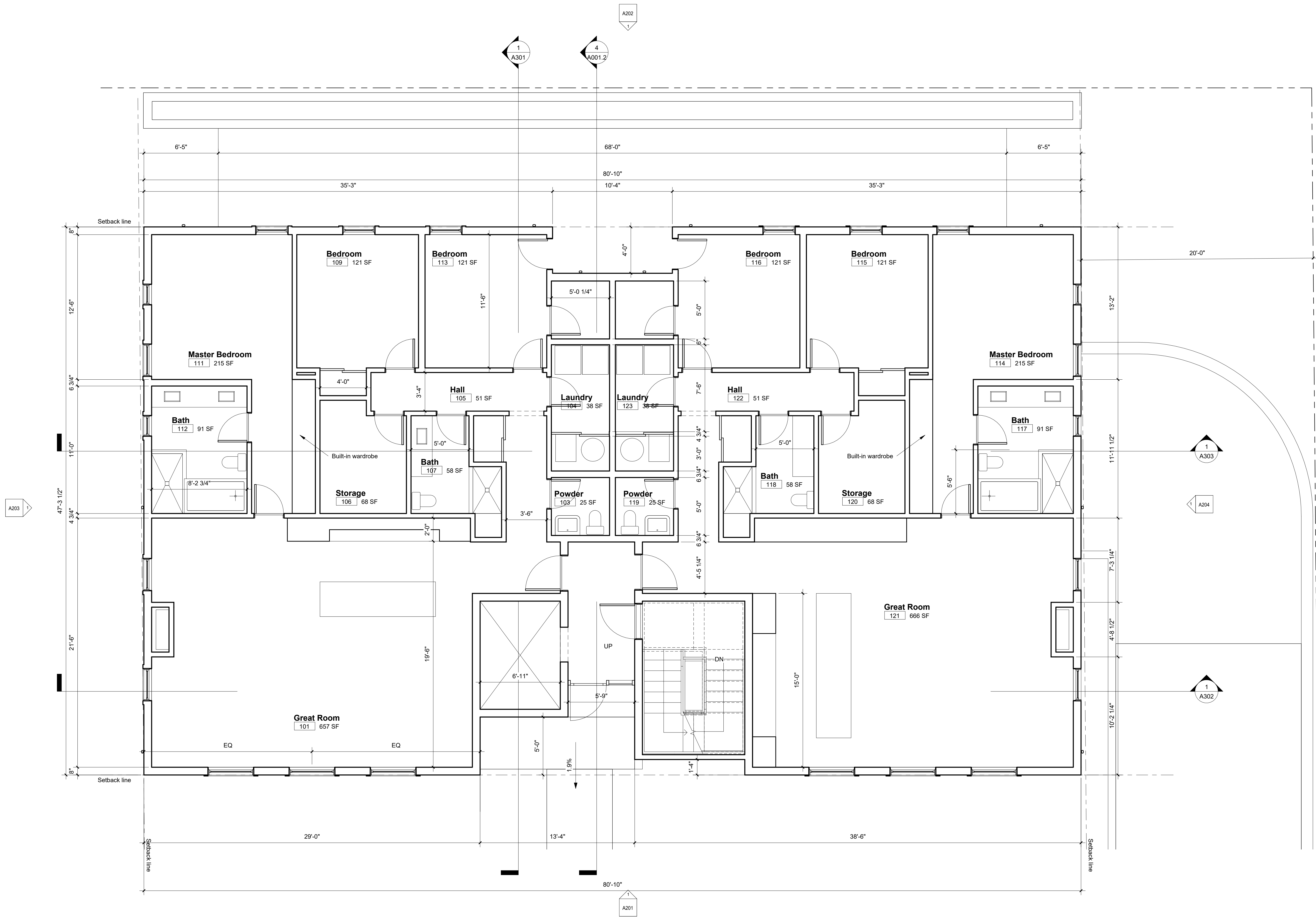
Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

Basement Plan

A100





1 Level 1  
1/4" = 1'-0"

| 1           | 11/7/21 | Issued for DRB |
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| #           | Date    | Description    |
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Project Name:

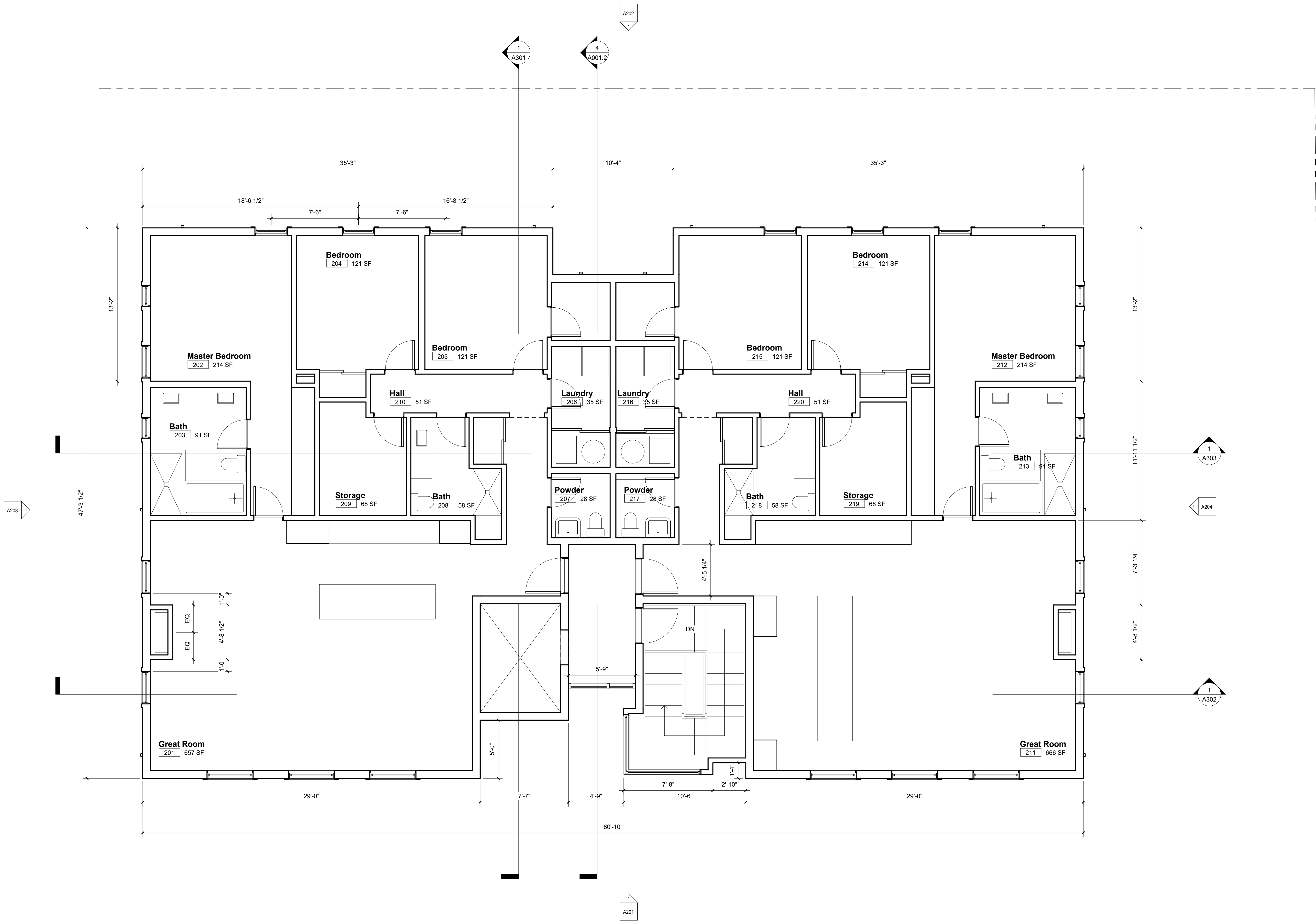
Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

First Floor Plan

A101





**1** Level 2  
1/4" = 1'-0"

| 1           | 11/7/21 | Issued for DRB |
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| #           | Date    | Description    |
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Print Date: 11/11/2021 3:08:46 PM

Project Name:

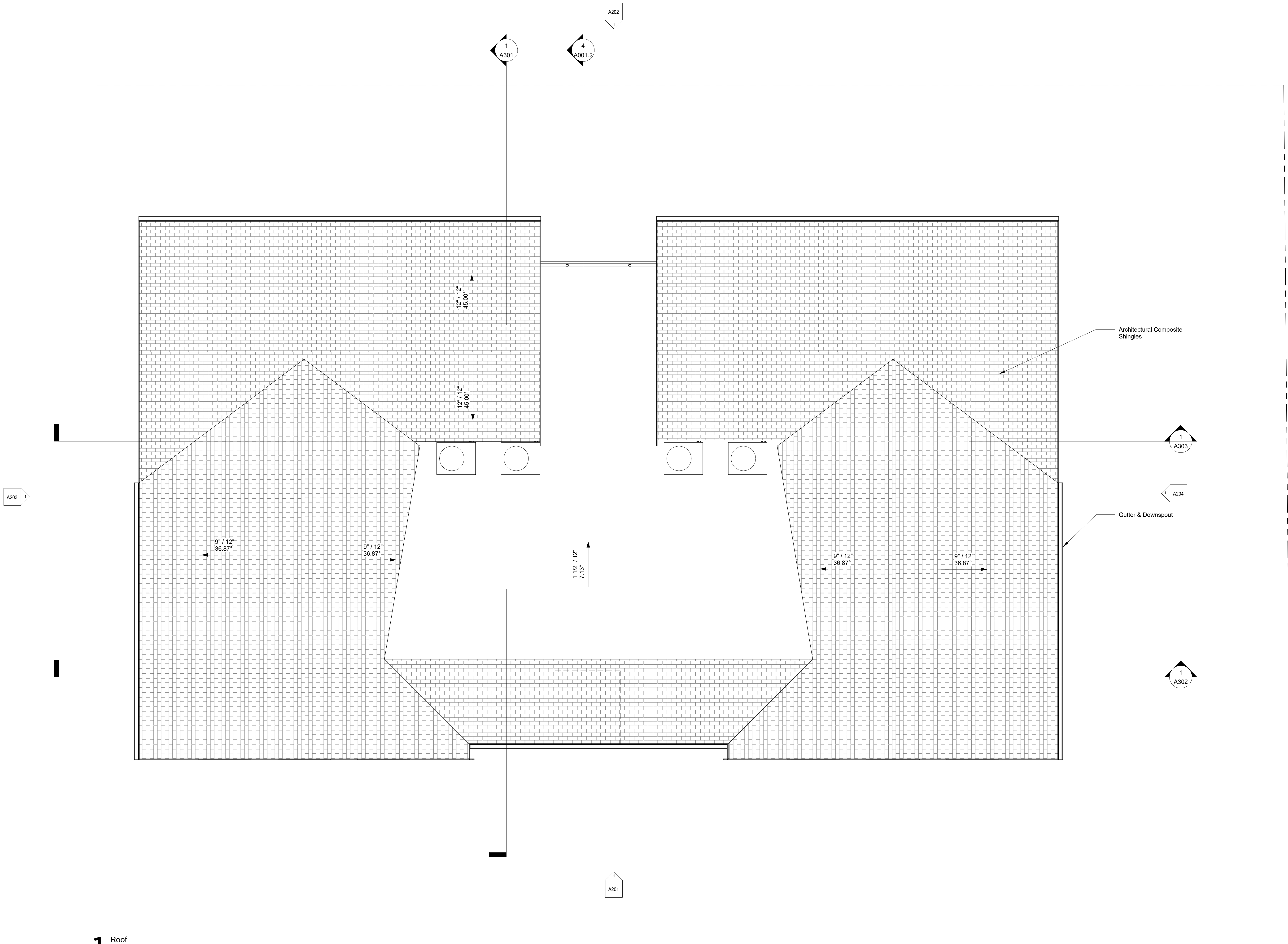
Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

Second Floor Plan

**A102**

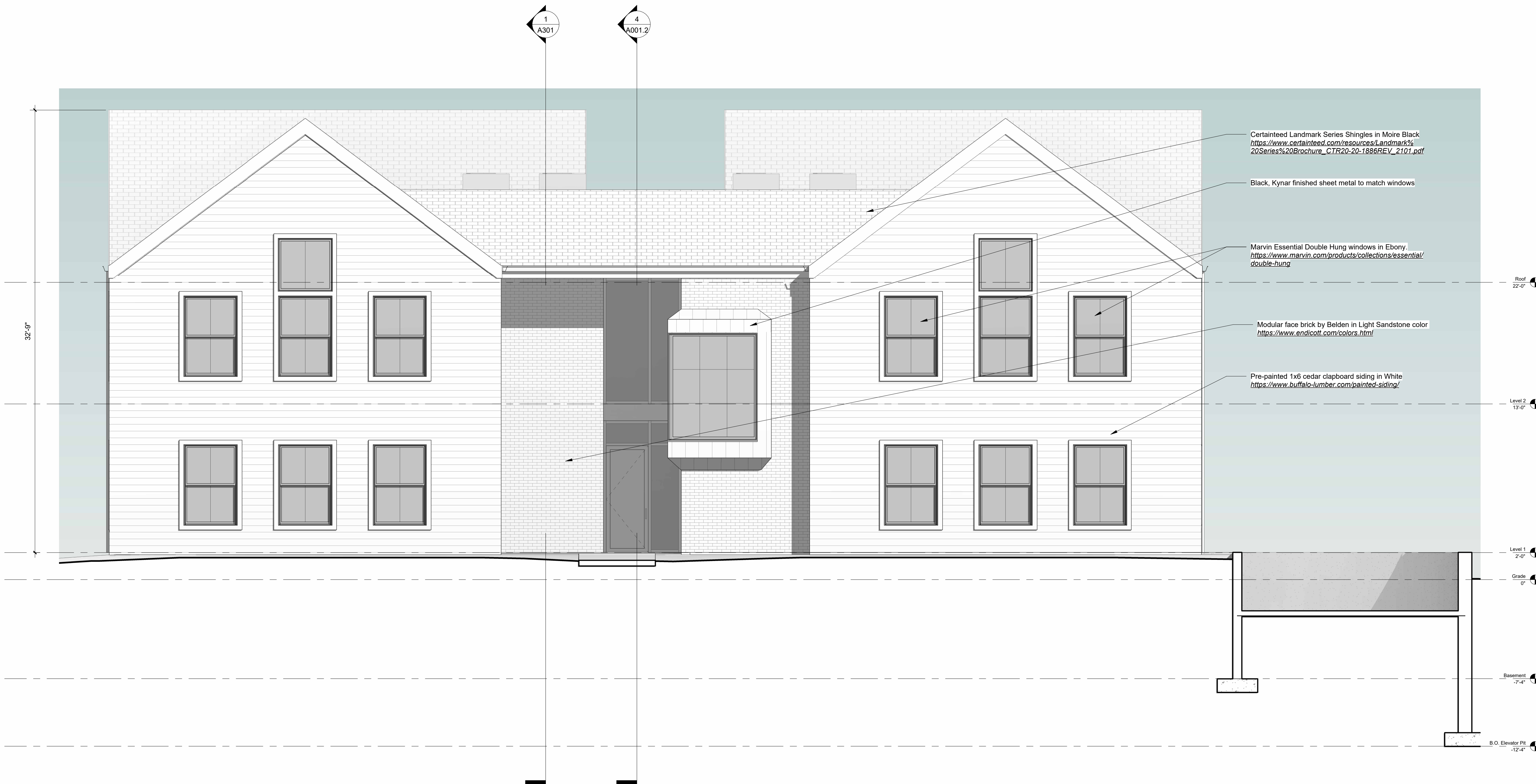




**1** Roof  
1/4" = 1'-0"

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |
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| 11/17/21 Issued for DRB                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                  |
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| FILORAMO TALSMASMA ARCHITECTURE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |
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| Print Date: 11/11/2021 3:08:47 PM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                  |
| Project Name:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                  |
| Cherry / Linden Homes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |
| 455 Linden Street, Winnetka                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  |
| Owner:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |
| Roof Plan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |
| A103                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                  |





**1** South Elevation  
1/4" = 1'-0"

| 1           | 11/7/21 | Issued for DRB |
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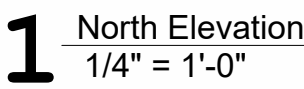
Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

South Elevation

A201

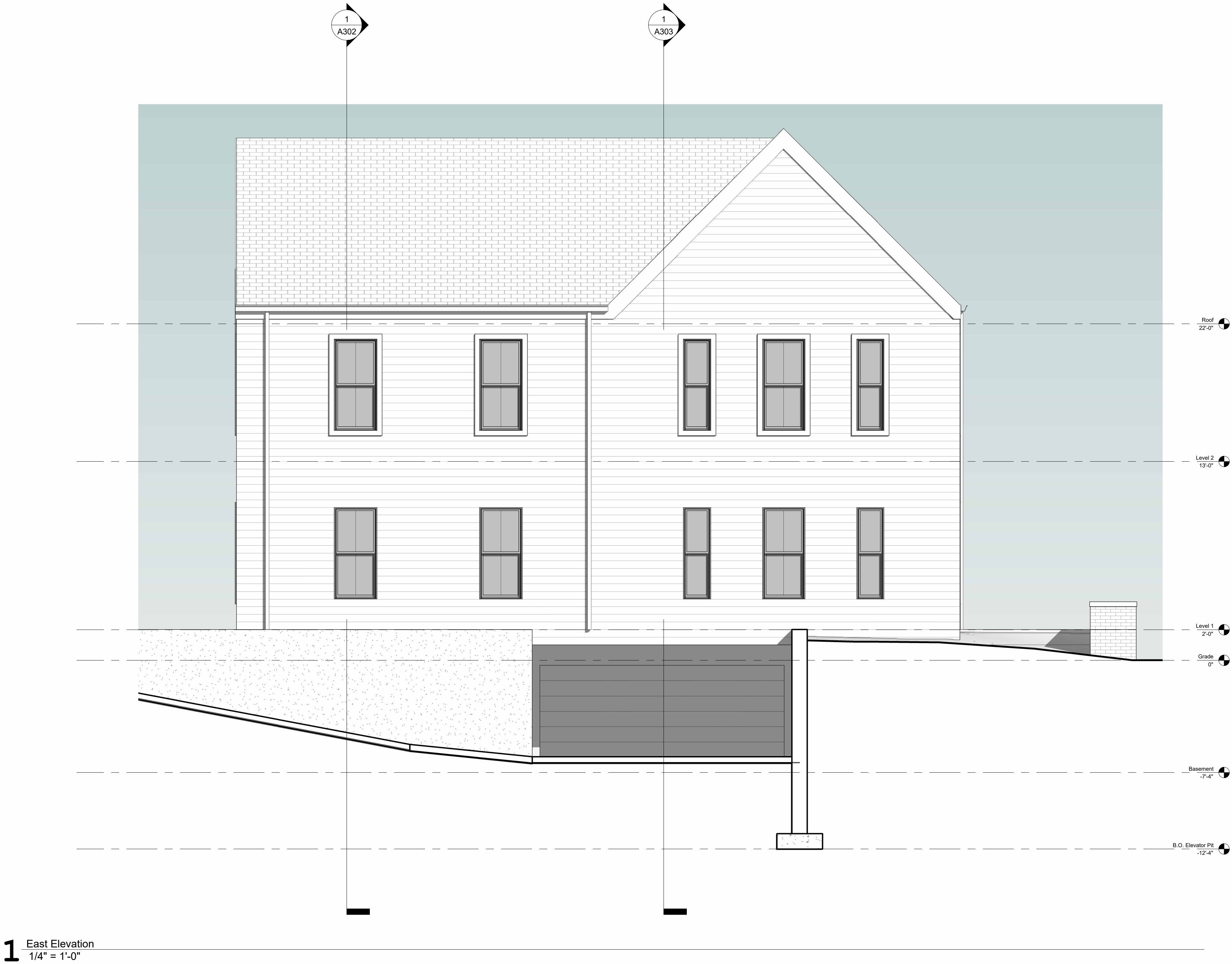












**1** East Elevation  
1/4" = 1'-0"

| 1           | 11/7/21 | Issued for DRB |
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| #           | Date    | Description    |
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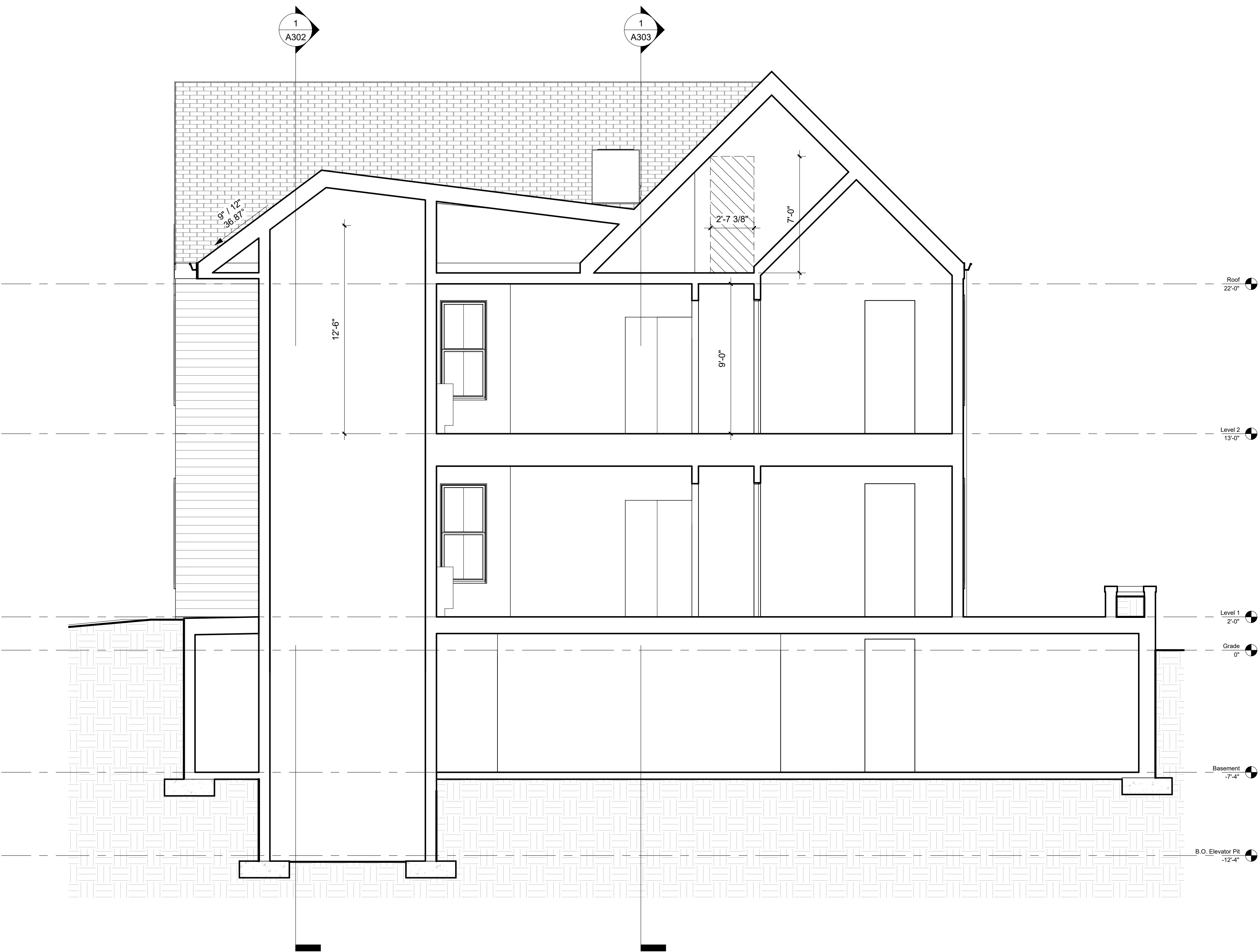
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| Project Name:                                        |
| Cherry / Linden Homes<br>455 Linden Street, Winnetka |
| Owner:                                               |
|                                                      |





**1** Lateral Building Section (N/S)  
1/4" = 1'-0"

| 1           | 11/7/21 | Issued for DRB |
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| #           | Date    | Description    |
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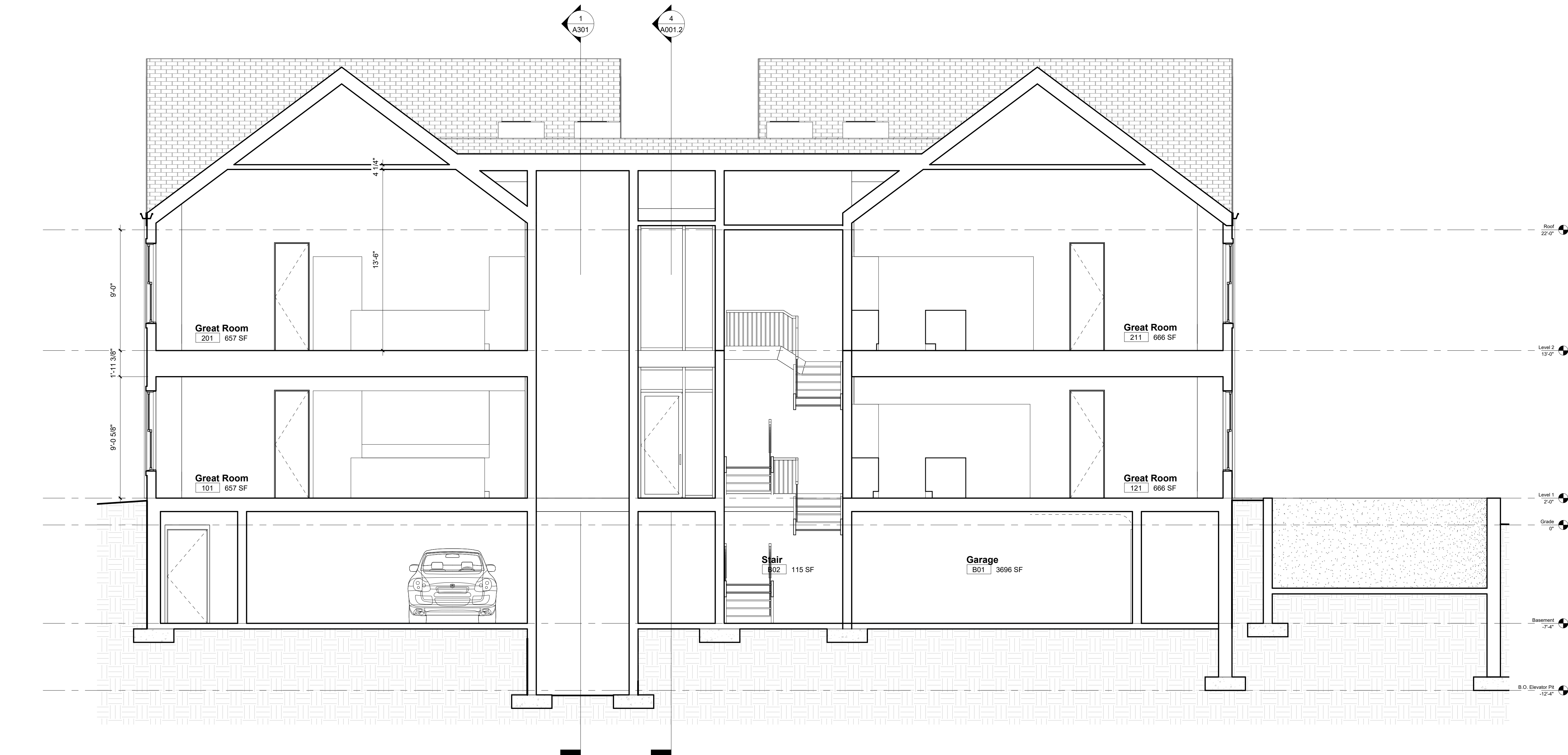
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| Print Date: 11/11/2021 3:12:36 PM |
| Project Name:                     |
| Cherry / Linden Homes             |
| 455 Linden Street, Winnetka       |
| Owner:                            |
|                                   |





**1** Longitudinal Section  
1/4" = 1'-0"

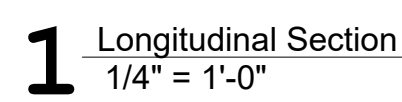
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| Print Date:      | 11/11/2021 3:12:37 PM       |
| Project Name:    | Cherry / Linden Homes       |
| Owner:           | 455 Linden Street, Winnetka |
| Building Section |                             |



A303





# **MEMORANDUM VILLAGE OF WINNETKA**

## **COMMUNITY DEVELOPMENT DEPARTMENT**

**TO: DESIGN REVIEW BOARD**  
**FROM: ANN KLAASSEN, SENIOR PLANNER**  
**DATE: OCTOBER 14, 2021**  
**SUBJECT: 455 LINDEN STREET - NEW MULTI-FAMILY RESIDENTIAL BUILDING -  
CERTIFICATE OF APPROPRIATENESS (AMENDED CASE NO. 21-17-DR)**

---

### **INTRODUCTION**

On October 21, 2021, the Design Review Board (DRB) is scheduled to continue a public hearing on an amended application submitted by Nadeya Khalil (the "Applicant"), as the manager of Linden Winnetka, LLC, the owner of the property located at 455 Linden Street (the "Subject Property"). The Applicant proposes construction of a new four-unit multi-family residential building with below grade structure parking on the Subject Property and requests approval of a Certificate of Appropriateness.

As of the date of this memo, staff has received two written comments from the public regarding this application. One comment was included in the September 23, 2021, staff report and is therefore included in Attachment B1. The second comment was received subsequent to the distribution of the September report and provided to the DRB via email prior to the September meeting, and is also included in this report as Attachment C1. Staff has not received any additional public correspondence since the September 29 meeting.

### **SEPTEMBER 29 DESIGN REVIEW BOARD MEETING**

On September 29, 2021, the DRB held its first review of design of the proposed building and landscaping as part of its consideration of granting a Certificate of Appropriateness to allow the construction of a new four-unit multi-family building on the Subject Property. The staff report for the September 29 meeting can be found in Attachment B1.

After hearing from the Applicant, the DRB heard comments from two members of the public. One nearby resident read the letter provided in Attachment C1, which outlined concerns regarding the project, including: (a) the project being too bulky compared to the rest of the neighborhood; (b) the raised beds above the underground parking being out of character and contributing to the bulk of the building; and (c) the design of the project and materials being inconsistent with the neighborhood and the Village's Design Guidelines. Another nearby resident voiced concern that there would not be adequate parking provided on site and therefore parking would carry over onto adjacent streets, which are already heavily parked.

After hearing from the public, the Board discussed the proposed building. The Board members expressed concern regarding the design of the roof, specifically the differing slopes, and the overall building design fitting into the character of the neighborhood and the Village as a whole. Five of the Board members expressed concern regarding the bulk and massing of the building and one member was

not concerned with the massing and felt the scale of the building is appropriate for its surroundings. The Board also expressed an interest with the Applicant increasing the amount of articulation on the front of the building to reduce the appearance of bulk on the front elevation. Some Board members commented that the current design is lacking the traditional qualities in buildings throughout the Village. A copy of the draft September 29 minutes is included in the October 21 agenda packet for the DRB's approval.

After hearing the comments of the DRB, the Applicant requested a continuance until the October meeting. The DRB granted the continuance to provide the Applicant an opportunity to consider making changes to the proposed building.

#### **AMENDED PROPOSED PLAN**

In response to the comments at the September 29 DRB meeting, the Applicant has provided the attached revised plans (Attachment A1). The primary changes to the plans include: (a) elimination of the asymmetrical roof design; (b) elimination of the louver features on the front elevation; (c) exterior finishes and colors; (d) additional building line articulation on the front elevation facing Cherry Street; (e) elimination of the raised planter beds; and (f) the rooftop AC condensers have been moved toward the north building wall. The Applicant is now proposing lawn above the underground parking along the front elevation and a terrace above the underground parking on the north side of the building. The overall size of the building has been reduced by approximately 81 square feet.

At the October 21 meeting, the Applicant will review the revised plans and explain the design decisions in response to the Board's comments.

The images on the following pages compare some of the plans considered at the September 29 DRB meeting with the current amended plan (Figures 1 through 6B).





**Figure 1 –South Building Elevation – Cherry Street (September 29 Meeting)**



**Figure 1B – Amended South Building Elevation – Cherry Street**

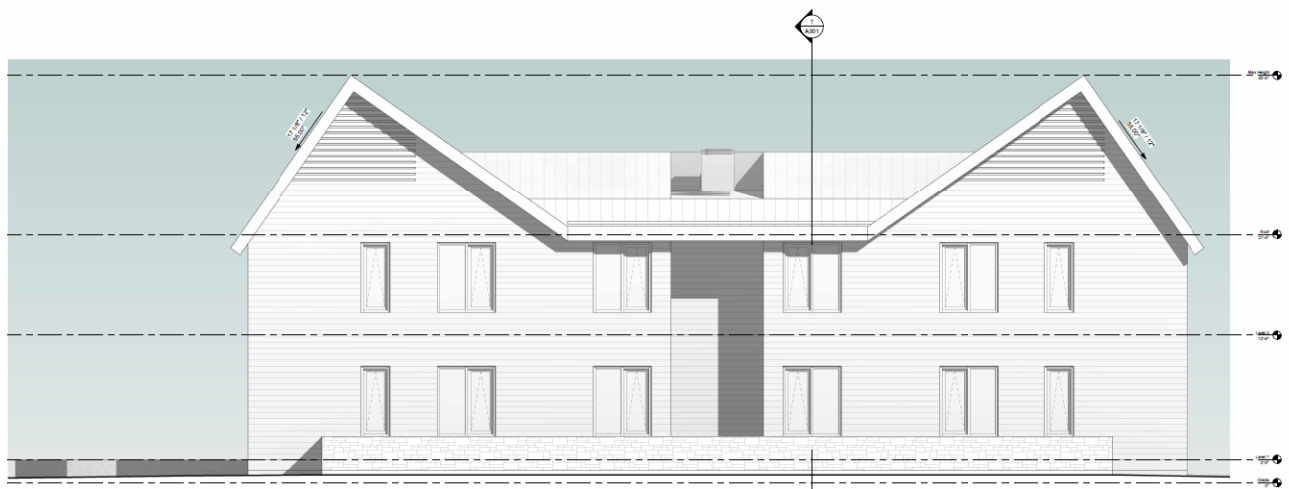


**Figure 2 –West Building Elevation along Linden Street (September 29 Meeting)**



**Figure 2B – Amended West Building Elevation along Linden Street**

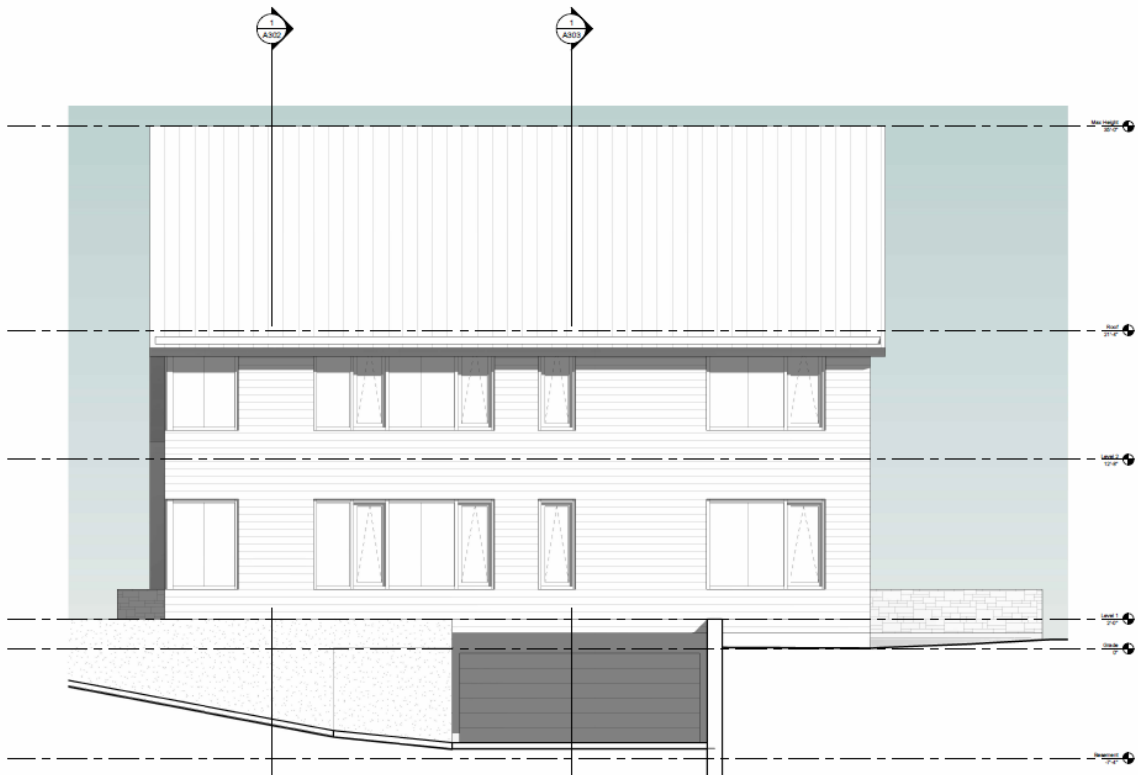




**Figure 3 – North Building Elevation (September 29 Meeting)**



**Figure 3B – Amended North Building Elevation**



**Figure 4 – East Building Elevation (September 29 Meeting)**



**Figure 4B – Amended East Building Elevation**





**Figure 5 – Rendered View from Southeast (September 29 Meeting)**



**Figure 5B – Amended Rendered View from Southeast**





Figure 6 – Site Plan/Landscape Plan (September 29 meeting)



Figure 6B – Amended Site Plan/Landscape Plan



## CERTIFICATE OF APPROPRIATENESS CONSIDERATIONS

As established by the Village Code, the Design Review Board is to consider the following four (4) factors in determining whether to grant a Certificate of Appropriateness:

- (1) whether the proposed external architectural features and site improvements are appropriate to and compatible with the character of the immediate neighborhood;
- (2) whether the proposed external architectural features and site improvements are appropriate to and compatible with adopted Village plans for and improvements in the immediate neighborhood, and including both urban design and site arrangement considerations (Note: Please refer to the early section "Property Description" in which the project consistency with the Comprehensive Plan is summarized).
- (3) whether the proposed external architectural features and site improvements are consistent with applicable Village design guidelines and such standards and criteria as may be adopted by the Board; and
- (4) the probable effect of the proposed external architectural features on the integrity of the immediate vicinity.

The Board will need to determine if the proposed multi-family building and its associated hardscape and landscape designs comply with the above standards.

An excerpt of the Village Design Guidelines is included in Attachment B1, highlighting standards which apply to multi-family residential buildings. It should be noted that these guidelines for multi-family residential buildings were generally designed for the Village's three core business districts – Elm Street, Hubbard Woods, and Indian Hill. However, the Board may find all or some of them applicable to the proposed project.

## RECOMMENDATION

At the October 21, 2021, Design Review Board meeting, the Board is scheduled to consider the design of the Applicant's proposed multi-family residential building, as well as the associated hardscape and landscape designs.

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

- 1) Continue further review of the application to a date specific in order to provide the Applicant and/or staff additional time to address questions and comments from the Board.
- 2) Adopt a motion recommending approval or a motion recommending denial of a certificate of appropriateness for design of the proposed multi-family residential building, as well as the associated hardscape and landscape designs.

If the Board wishes to adopt a motion recommending approval or denial, a Board member may want to make a motion such as the following:

*Move to recommend **approval [denial]** of a certificate of appropriateness for the **design of the building, hardscape and landscape for the proposed four-unit multi-family building on the Subject Property**, subject to the following conditions:*

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

*The Board's recommendation is based on evidence in the record, or a public document, and upon the following findings of fact:*

- (1) the proposed external architectural features and site improvements are appropriate to and compatible with the character of the immediate neighborhood;*
- (2) the proposed external architectural features and site improvements are appropriate to and compatible with adopted Village plans for and improvements in the immediate neighborhood, and including both urban design and site arrangement considerations;*
- (3) the proposed external architectural features and site improvements are consistent with applicable Village design guidelines and such standards and criteria as may be adopted by the Board; and*
- (4) the probable effect of the proposed external architectural features on the integrity of the immediate vicinity.*

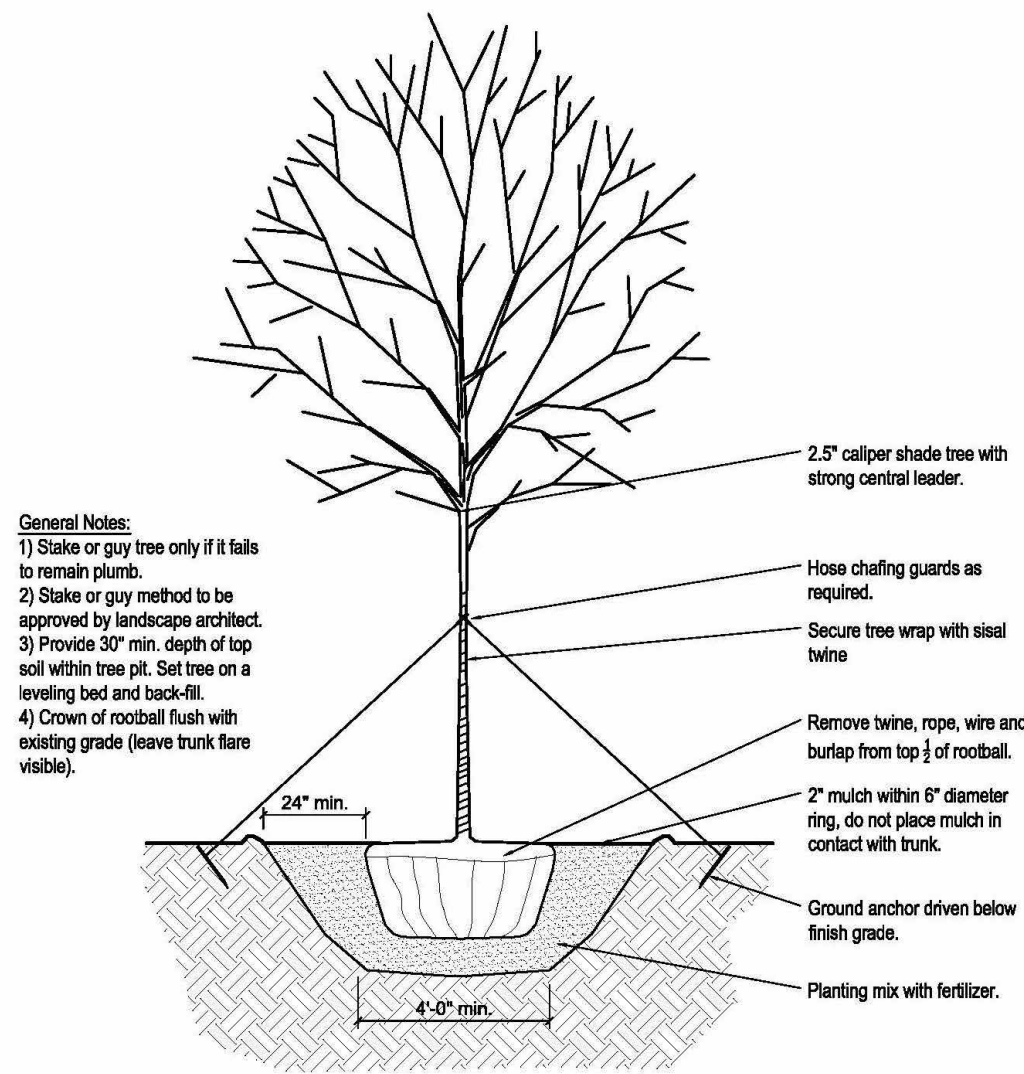
**ATTACHMENTS**

Attachment A1: Revised Plans

Attachment B1: September 23, 2021, DRB Staff Report and Attachments

Attachment C1: Public Correspondence Not Included in September 23 Report





1. All plant material shall be high-quality nursery-grown stock. Standard "B-Grade" or "Park Grade" plants are not acceptable.
2. All shrub beds shall be free of disease and in a manner that ensures the availability of sufficient soil and water to sustain healthy growth.
3. All plant material shall be planted with a minimum of 6" of organic soil and mulched to a depth of 3".
4. All plant material shall be planted in a manner which is not intrusive to utilities or pavement.
5. All shrub beds and landscape islands shall have 3" shredded hardwood mulch.
6. Plants shall be disease free and without broken twigs or branches.
7. Shrub beds shall have spaced edge.
8. All plant material shall be guaranteed for one full growing season after installation.
9. Planting specifications, other than those mentioned above shall conform with the American Standards for Nursery Stock, published by The American Association of Nurserymen.
10. Only 12" low rise growth within all 12x12' site triangles, typical.

1. Three (3) foot minimum depth.
2. Three (3'-6") minimum inside clear width; greater than Five (5) feet is desirable.
3. Soil Composition: 45-77% Silt, 0-25% Clay, 23-33% Sand.
4. Soil Acidity: pH 6.0 to 7.0; Amend soil as necessary to achieve this pH range.
5. Soil Organic Content: Three (3) to Five (5) percent.
6. Parkway Plantings to be as long and as continuous as possible.
7. Minimum Five (5') feet from the inside edge of the parkway or tree pit to the last tree.
8. No trees, shrubs or other plants to be planted within the parkway.
9. Cuts and low railings to be installed around parkway plantings throughout the "Greater Downtown", in commercial use areas, and in other heavy pedestrian traffic areas.
10. Groundwater testing to be done prior to installation of any plantings.
11. Soil testing of existing soils to be done prior to installation of any plantings.
12. Mechanical subsurface drainage required in areas with poor percolation and drainage rates.
13. Groundcover and low shrub planting required instead of grass, bark or gravel mulch, or other non-vegetative materials.
14. Root pruning of trees to be done at a depth of Two foot Six (2'-6") inches and/or root pits required below sidewalk slabs between parkway plantings and other planting areas or replacements.
15. When sidewalks are replaced, "Structural Soil" or root pits are required below sidewalk slabs to permit root growth beyond the right-of-way or cut-off sidewalk.
16. Root pits may be used to connect trees planted in parkways to greenparks (the distance from the back of the curb to the edge of the night-vision) to adjacent greenparks.

1. All required landscaping on private property to be maintained throughout the life of the project; obligation assumed by subsequent owners.
2. All required landscaping within public right-of-way to be replaced, if needed, for a minimum of Five (5) years by the original applicant and any subsequent owners. Responsibility for replacement will be assumed after Five (5) years by the City of Chicago.
3. Rainfall to be supplemented with water for a total rate of One (1) inch per week during the growing seasons for the first Three (3) years.
4. Post public notice of landscape installation and maintenance requirements, in order to alert neighbors and concerned citizens to a project's landscape requirements.
5. All required landscaping to be replaced throughout the life of the project, as required; obligation assumed by subsequent owners.

| DECIDUOUS & ORNAMENTAL TREES - Single & Multi. Stem |                                                    |                                  |            |      |       |  |
|-----------------------------------------------------|----------------------------------------------------|----------------------------------|------------|------|-------|--|
| Tag                                                 | Botanical Name                                     | Common Name                      | Size       | Root | Total |  |
| FF                                                  | Fagus sylvatica 'Frans Fontaine'                   | Beech 'Frans Fontaine'           | 12'        | B&B  | -     |  |
| AB                                                  | Amelanchier canadensis 'Autumn Brilliance'         | Serviceberry 'Autumn Brilliance' | 8"         | B&B  | -     |  |
| EA                                                  | Ulmus carpinifolia 'Accolade'                      | Elm 'Accolade'                   | 3" caliper | B&B  | -     |  |
| RB                                                  | Cercis canadensis                                  | Redbud                           | 9"         | B&B  | -     |  |
| SM                                                  | 'Acer saccharinum'                                 | Silver Maple                     | 30"        | B&B  | -     |  |
| HL                                                  | Gleditsia triacanthos var. inermis 'Street Keeper' | Honey Locust 'Street Keeper'     | 3" caliper | B&B  | -     |  |

SHRUBS

| Tag | Botanical Name                      | Common Name                  | Size     | Root | Total |  |
|-----|-------------------------------------|------------------------------|----------|------|-------|--|
| BW  | Buxus 'Green Velvet'                | Boxwood 'Green Velvet' hedge | 18"      | C    | -     |  |
| LG  | Liriope                             | Liriope groundcover          | 9"       | C    | -     |  |
| GV  | Buxus 'Green Velvet'                | Boxwood 'Green Velvet' hedge | 18"      | C    | -     |  |
| HY  | Hydrangea arborescens 'Incrediball' | Hydrangea 'Incrediball'      | 5 gallon | C    | -     |  |
| YE  | Taxus media 'Everlow'               | Yew 'Everlow'                | 24"      | C    | -     |  |
| GL  | Rhus aromatica 'Grow Low'           | Sumac 'Grow Low'             | 5 gallon | C    | -     |  |
| MK  | Syringa patula 'Miss Kim'           | Lilac 'Miss Kim'             | 36"      | C    | -     |  |

B&B = Balled and Burlapped  
C = Containerized

| Sheet List |                   |
|------------|-------------------|
| Number     | Name              |
| A001       | Site Plan         |
| A001.1     | DRB Graphics      |
| A001.2     | Renderings        |
| A001.3     | Materials         |
| A001.4     | Materials         |
| A002       | Area Plans        |
| A100       | Basement Plan     |
| A101       | First Floor Plan  |
| A102       | Second Floor Plan |
| A103       | Roof Plan         |
| A201       | South Elevation   |
| A202       | North Elevation   |
| A203       | West Elevation    |
| A204       | East Elevation    |
| A301       | Building Section  |
| A302       | Building Section  |
| A303       | Building Section  |

| Area Schedule (for FAR) |         |
|-------------------------|---------|
| Name                    | Area    |
| Level 1                 |         |
| Elevator                | 79 SF   |
| Lobby                   | 80 SF   |
| Stair                   | 142 SF  |
| Unit 1                  | 1695 SF |
| Unit 2                  | 1703 SF |
|                         | 3699 SF |
| Level 2                 |         |
| Elevator                | 79 SF   |
| Lobby                   | 81 SF   |
| Stair                   | 145 SF  |
| Unit 3                  | 1694 SF |
| Unit 4                  | 1699 SF |
|                         | 3699 SF |
| Roof                    |         |
| Attic                   | 424 SF  |
|                         | 424 SF  |
|                         | 7821 SF |

|             |                    |
|-------------|--------------------|
| 09/01/2021  | Issued for DRB     |
| <b>Date</b> | <b>Description</b> |

**ISSUE DATES**





6 465-477 Linden  
Not to Scale



5 760 Cherry  
Not to Scale



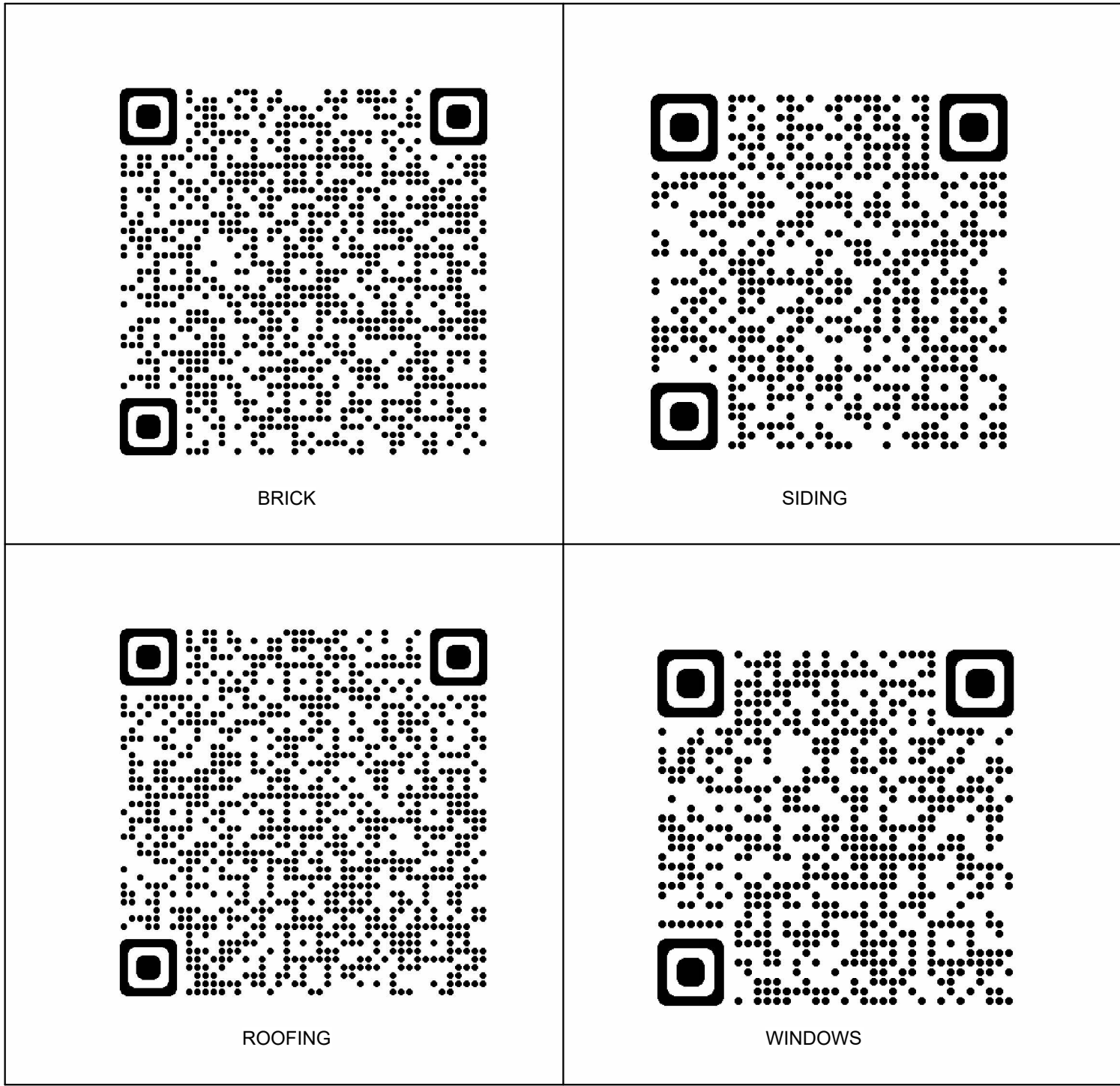
4 770 Cherry  
Not to Scale



3 458 Linden  
Not to Scale



2 Cherry Street  
1 : 70



1 Linden Street  
1 : 70

**455 Linden Design Approach:**

The proposed structure at the Northeast corner of Cherry and Linden is a combination of modern and traditional ideas about architecture as well as being a thoughtful neighbor. 9 parking spaces are required for the allowed 4 dwelling units on this 10,000 SF parcel. All proposed parking is hidden from view with the garage entirely below grade. Parts of the garage extend into the required setbacks and have been topped with raised planting beds which provide a gentle transition between the landscape and the building.

The material palette includes a composition of durable and natural materials that will and have endured for decades or more; pre-stained cedar siding, limestone cladding, and metal roofs have been employed on the farmhouse for centuries.

This particular building combines these time tested materials with modern ideas about how they are utilized and includes, simple, low-maintenance details with some clever combinations that will create a few unique experiences in Winnetka.

10/01/2021 Issued for DRB

| #           | Date | Description |
|-------------|------|-------------|
| ISSUE DATES |      |             |
|             |      |             |

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Issue Date

Print Date: 10/11/2021 4:51:06 PM

Project Name:

Cherry / Linden Homes

455 Linden Street, Winnetka

Owner:

DRB Graphics

A001.1





**3** Rendered view from Southwest  
12" = 1'-0"



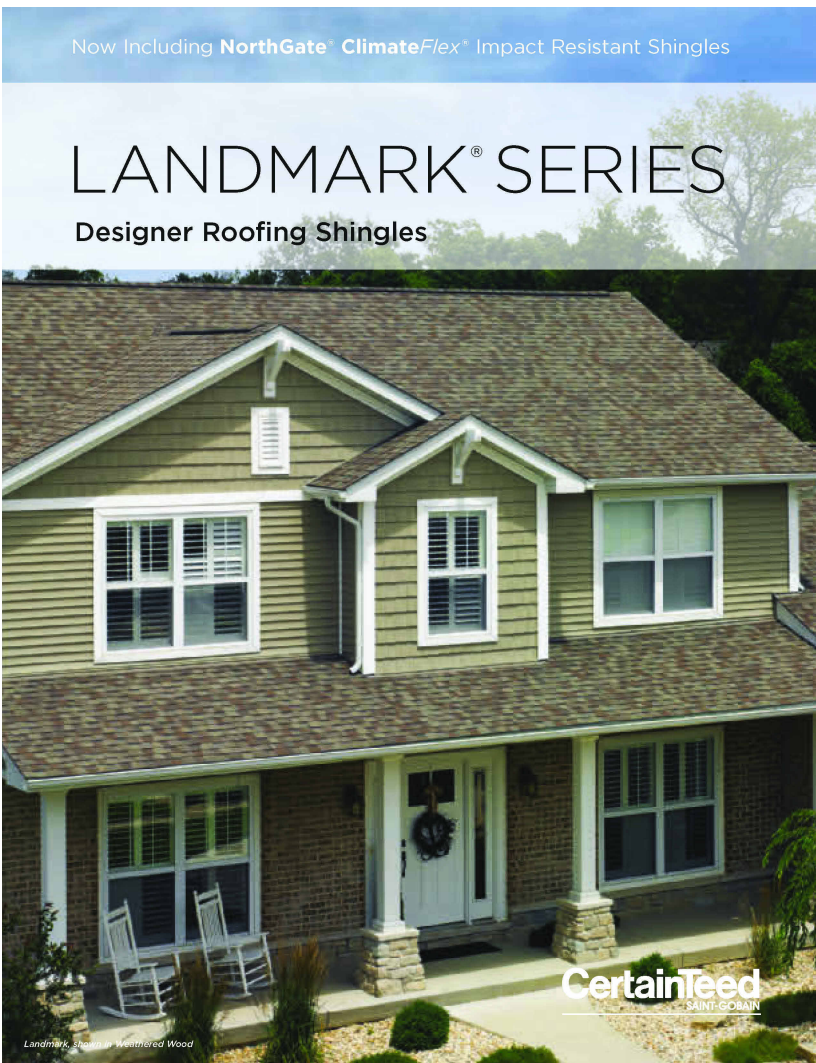
**2** Rendered view from Southeast  
12" = 1'-0"



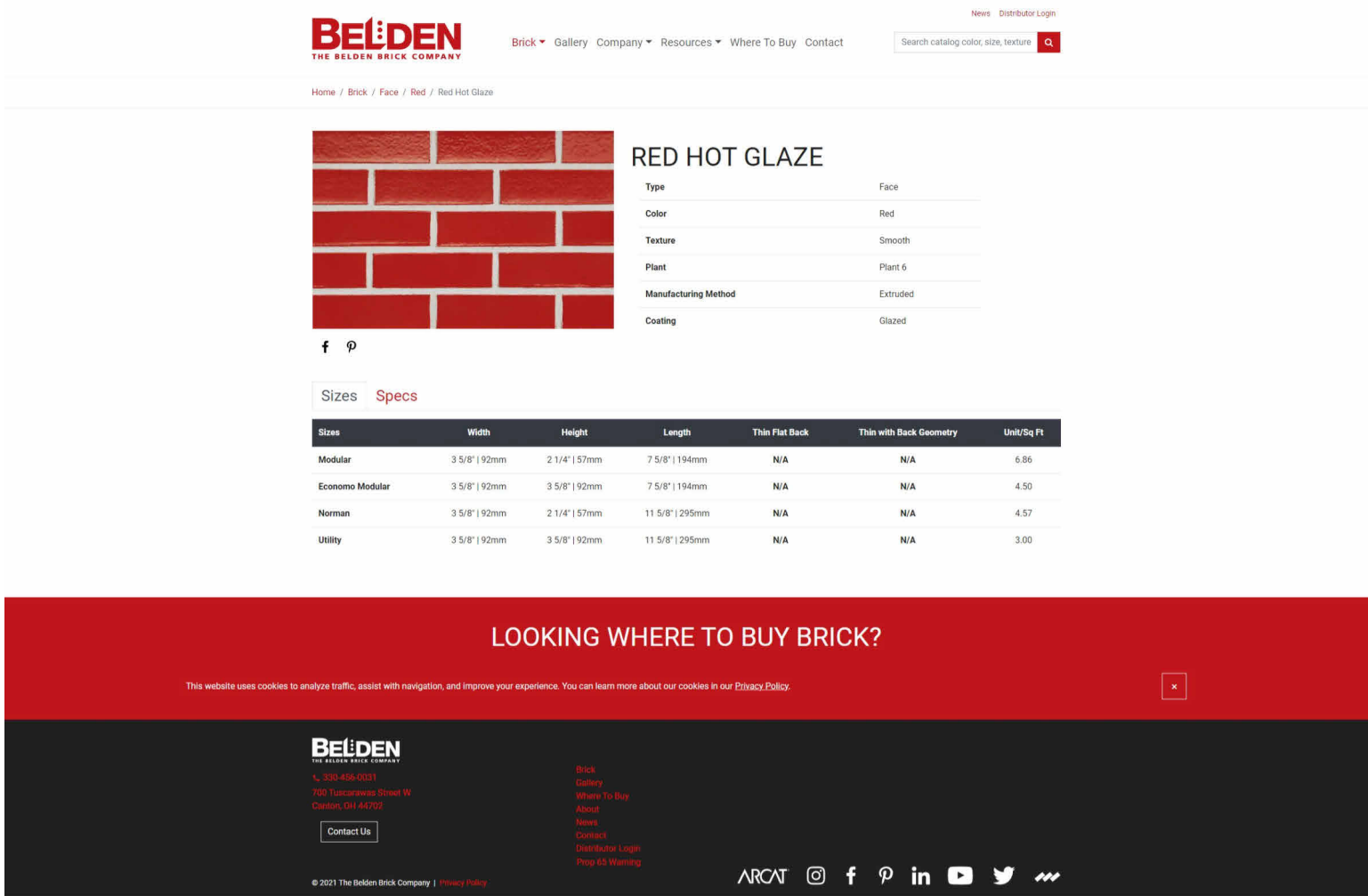
**1** Rendered view from South  
12" = 1'-0"

[illegible]





1 Roof Materials  
Not to Scale



2 Brick  
Not to Scale

BRICK

ROOFING

10/01/2021Issued for DRB

| #           | Date | Description |
|-------------|------|-------------|
| ISSUE DATES |      |             |

FILORAMO TALSMARCHITECTURE

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A root that breathes is shown to perform better and last longer. Ridge vents, in combination with intake vents, allow air to flow on the underside of your roof deck, keeping the attic cooler in the summer and drier in the winter.

Issue Date

Print Date: 10/11/2021 4:51:12 PM

Project Name:

Cherry / Linden Homes

455 Linden Street, Winnetka

Owner:

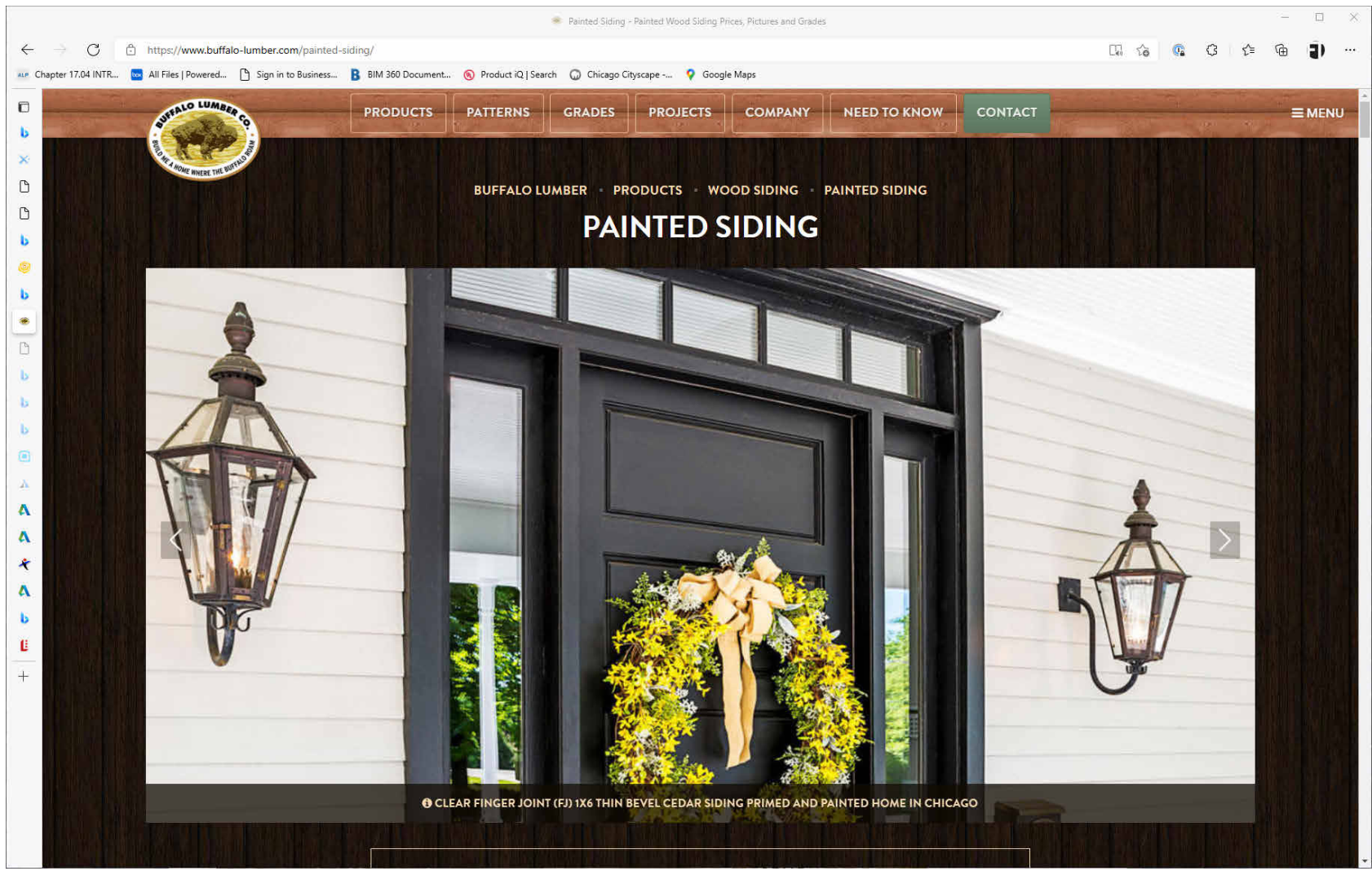
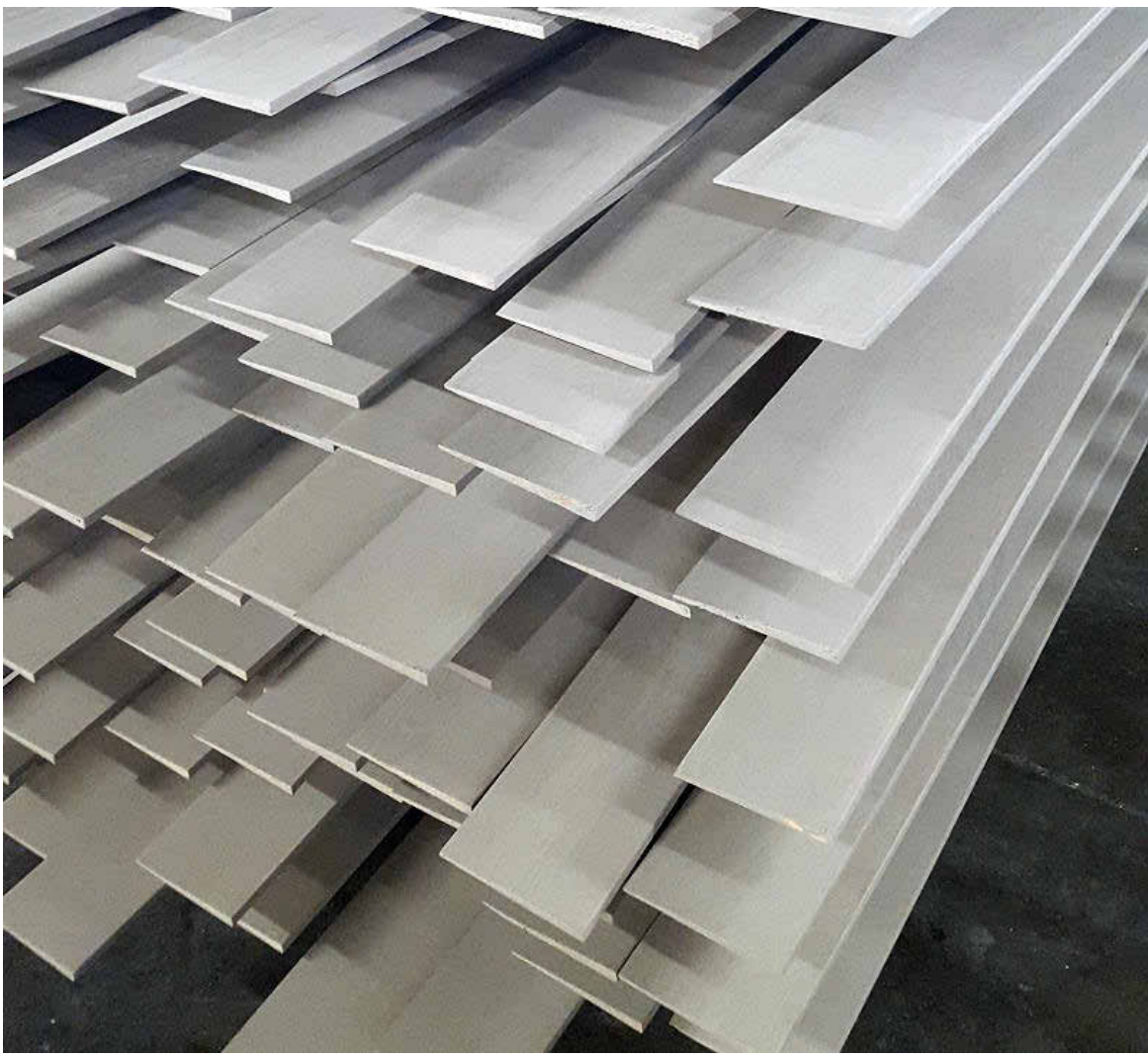
Materials

A001.3

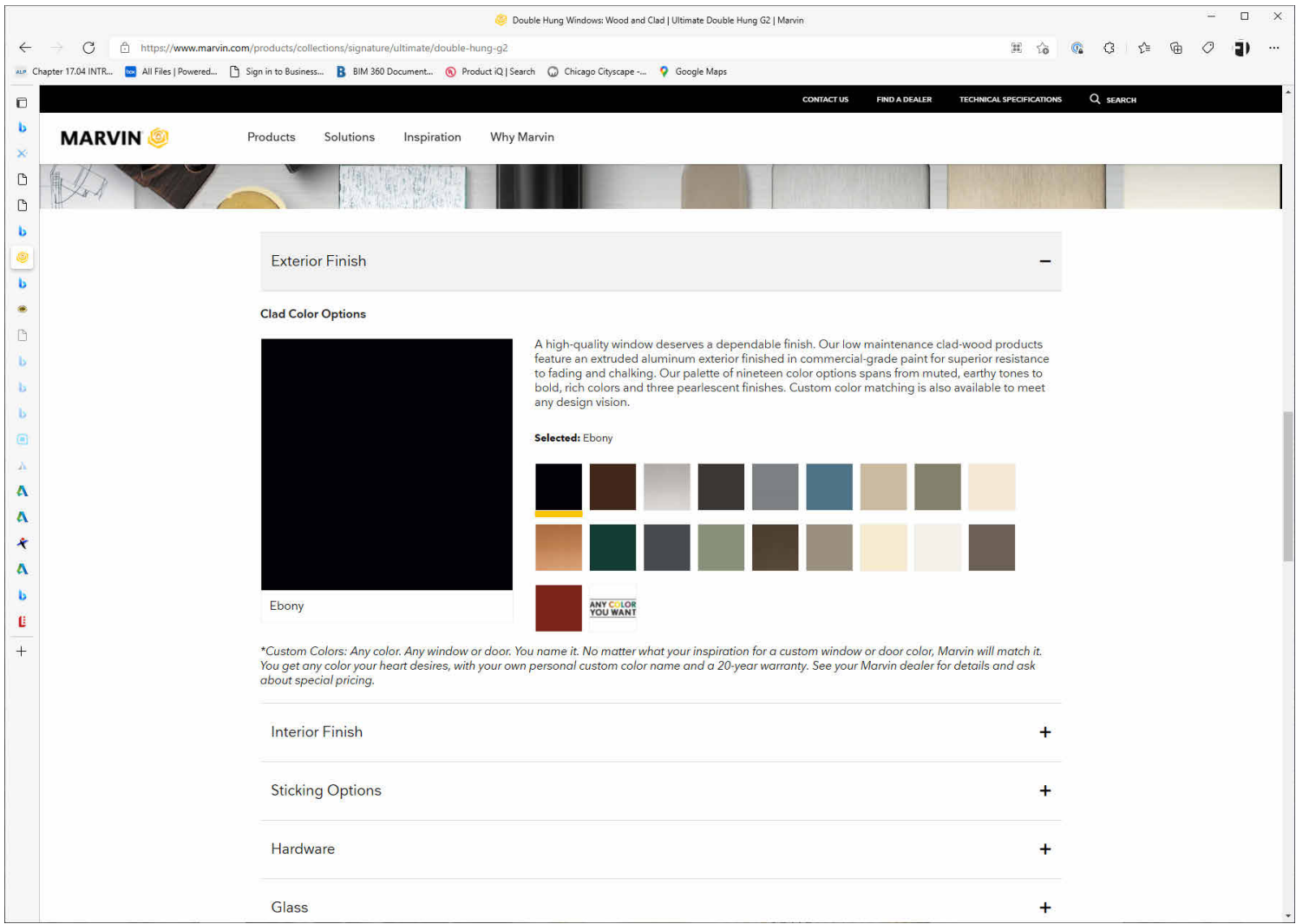
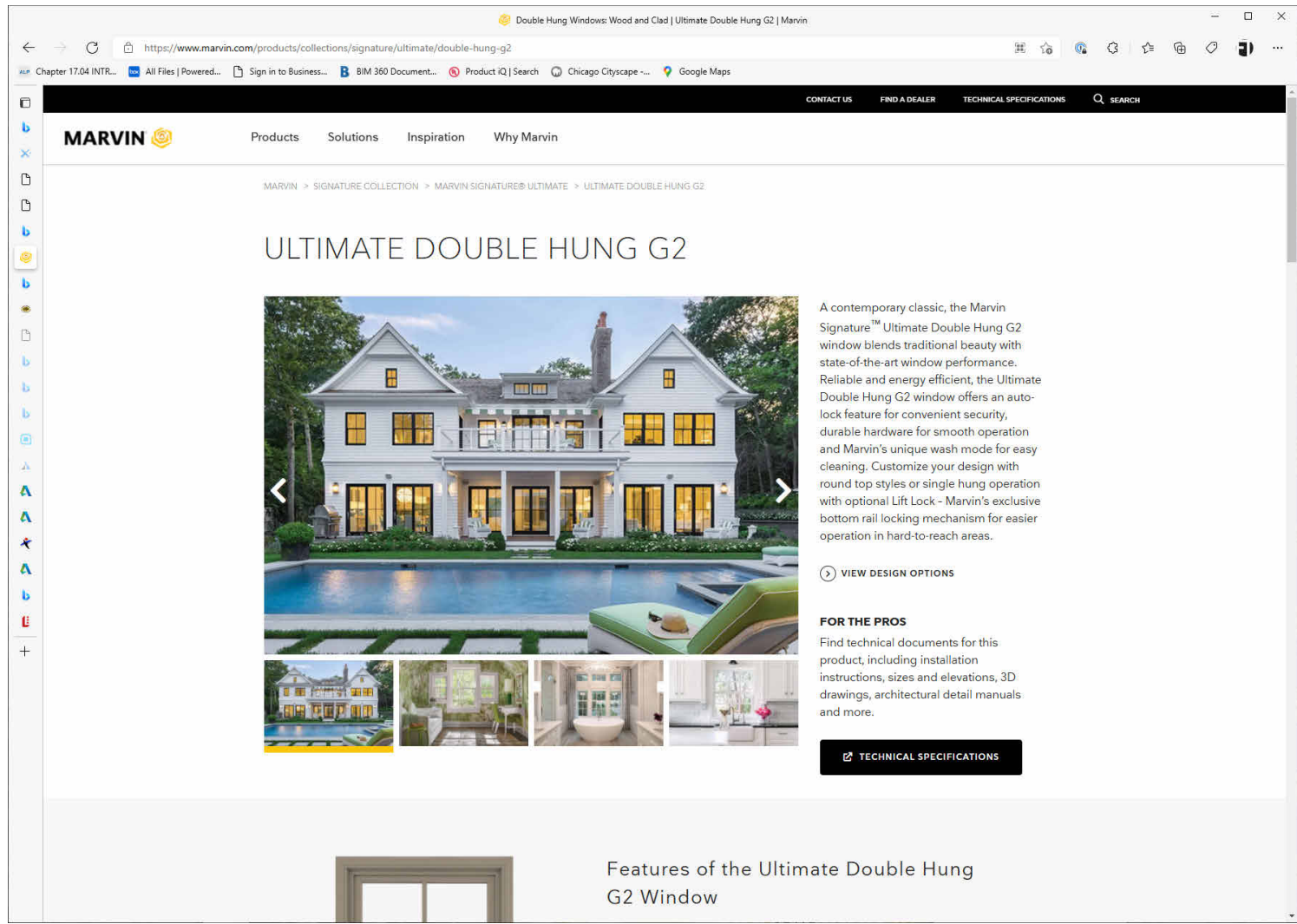
Oct. DRB Agenda Packet - 455 Linden - Page 14

Nov. DRB Agenda Packet - 455 Linden - Page 41





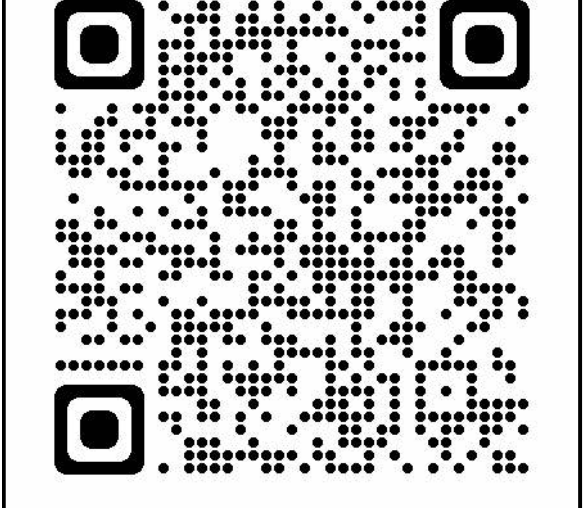
2 Wood Siding  
Not to Scale



1 Windows  
Not to Scale



SIDING



WINDOWS

10/01/2021Issued for DRB

#DateDescription

ISSUE DATES

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Project Name:

Cherry / Linden Homes

455 Linden Street, Winnetka

Owner:

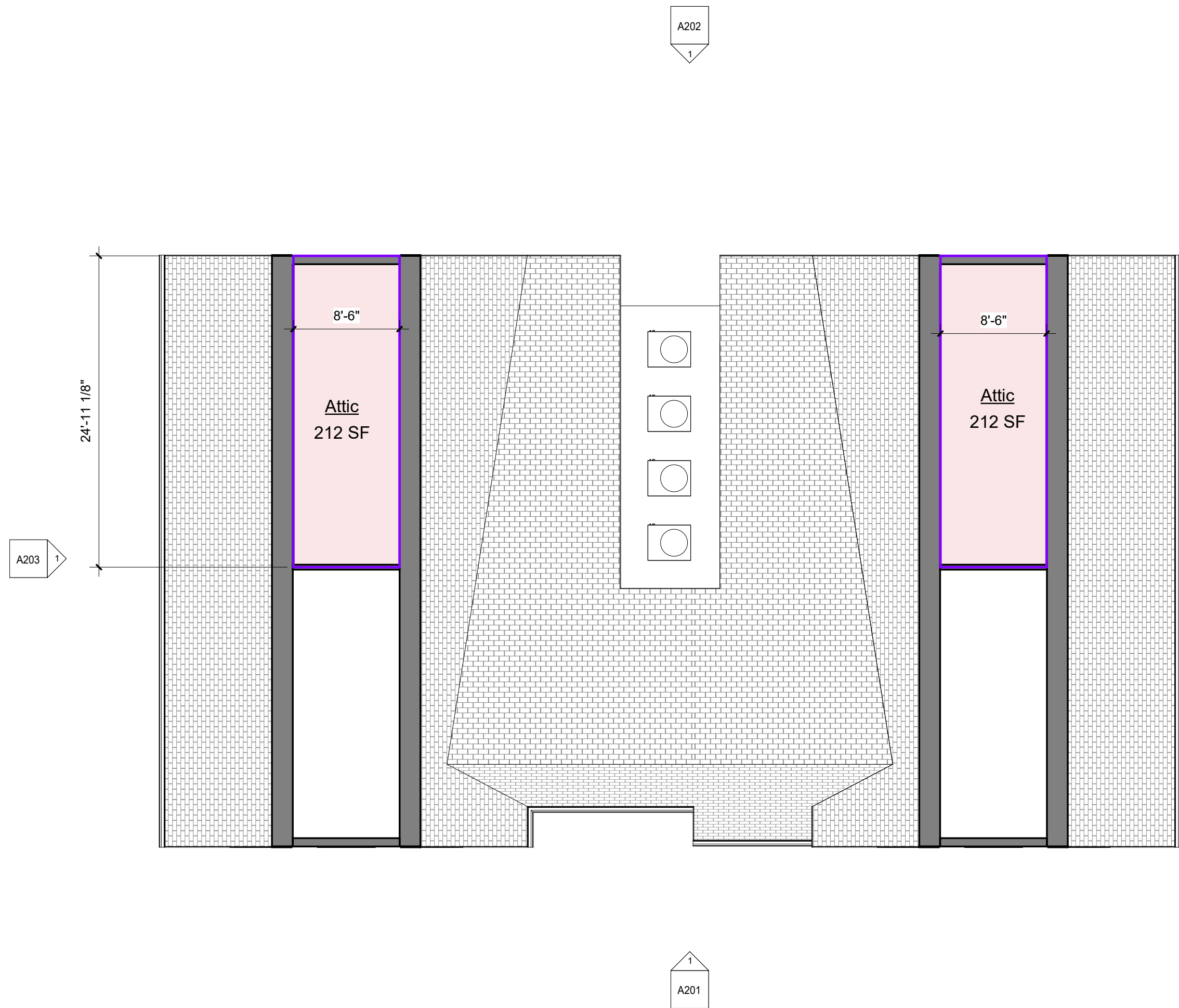
Materials

A001.4

Oct. DRB Agenda Packet - 455 Linden - Page 15  
Nov. DRB Agenda Packet - 455 Linden - Page 42



4 Roof  
1/8" = 1'-0"



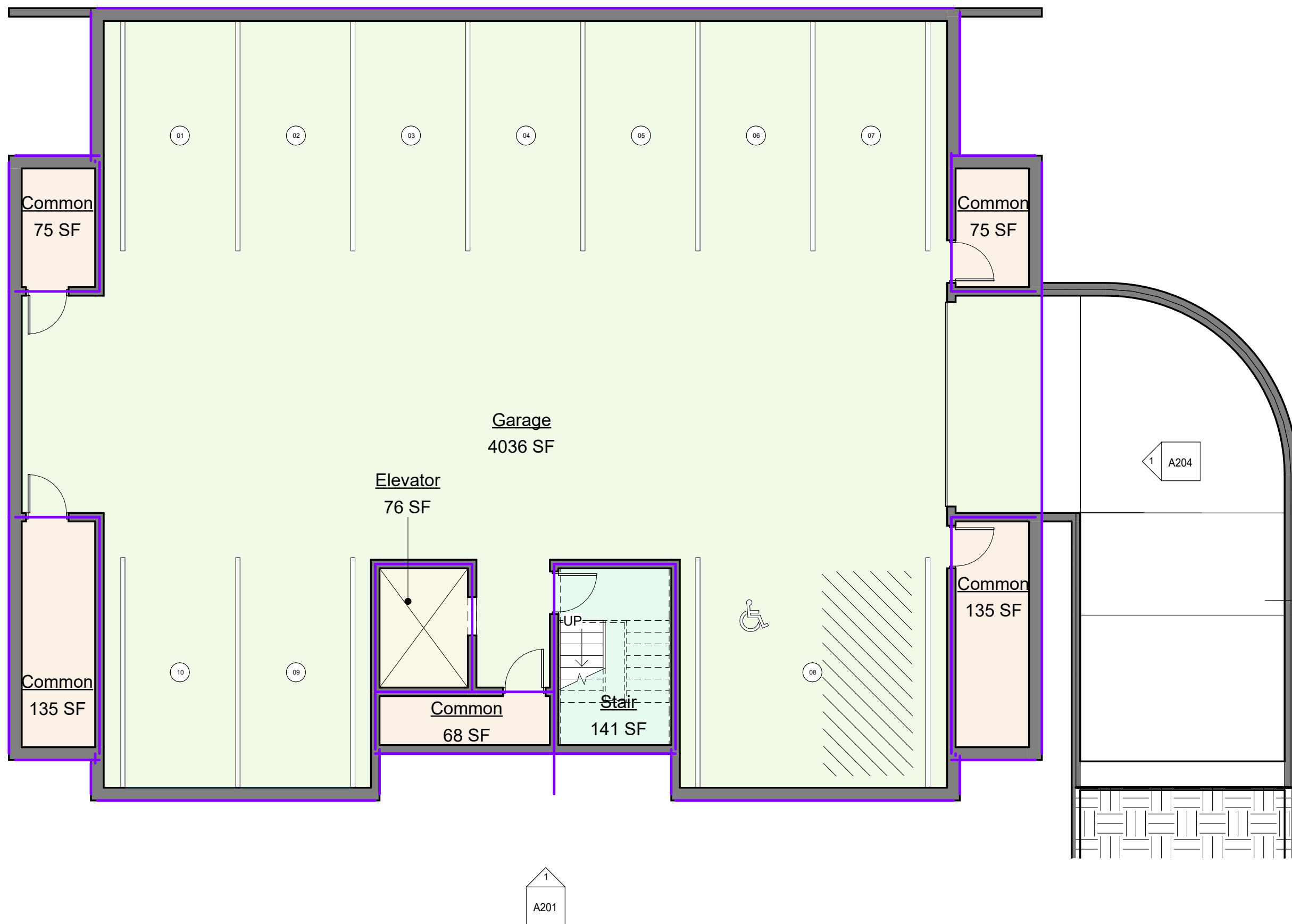
3 Level 2  
1/8" = 1'-0"



2 Level 1  
1/8" = 1'-0"



1 Basement  
1/8" = 1'-0"



| Area Schedule (Gross Building) |          |
|--------------------------------|----------|
| Name                           | Area     |
| Basement                       |          |
| Common                         | 487 SF   |
| Elevator                       | 76 SF    |
| Garage                         | 4036 SF  |
| Stair                          | 141 SF   |
|                                | 4740 SF  |
| Level 1                        |          |
| Elevator                       | 79 SF    |
| Lobby                          | 80 SF    |
| Stair                          | 142 SF   |
| Unit 1                         | 1695 SF  |
| Unit 2                         | 1703 SF  |
|                                | 3699 SF  |
| Level 2                        |          |
| Elevator                       | 79 SF    |
| Lobby                          | 81 SF    |
| Stair                          | 145 SF   |
| Unit 3                         | 1694 SF  |
| Unit 4                         | 1699 SF  |
|                                | 3699 SF  |
|                                | 12138 SF |

## EGRESS NOTE:

PER 2015 IBC  
1006.3.2  
Single Exits are permissible for floors up to  
3rd story with fewer than 4 Dwelling Units

| 09/01/2021 | Issued for DRB |
|------------|----------------|
| Date       | Description    |

SUE DATES

## ISSUE DATES

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Project Name:

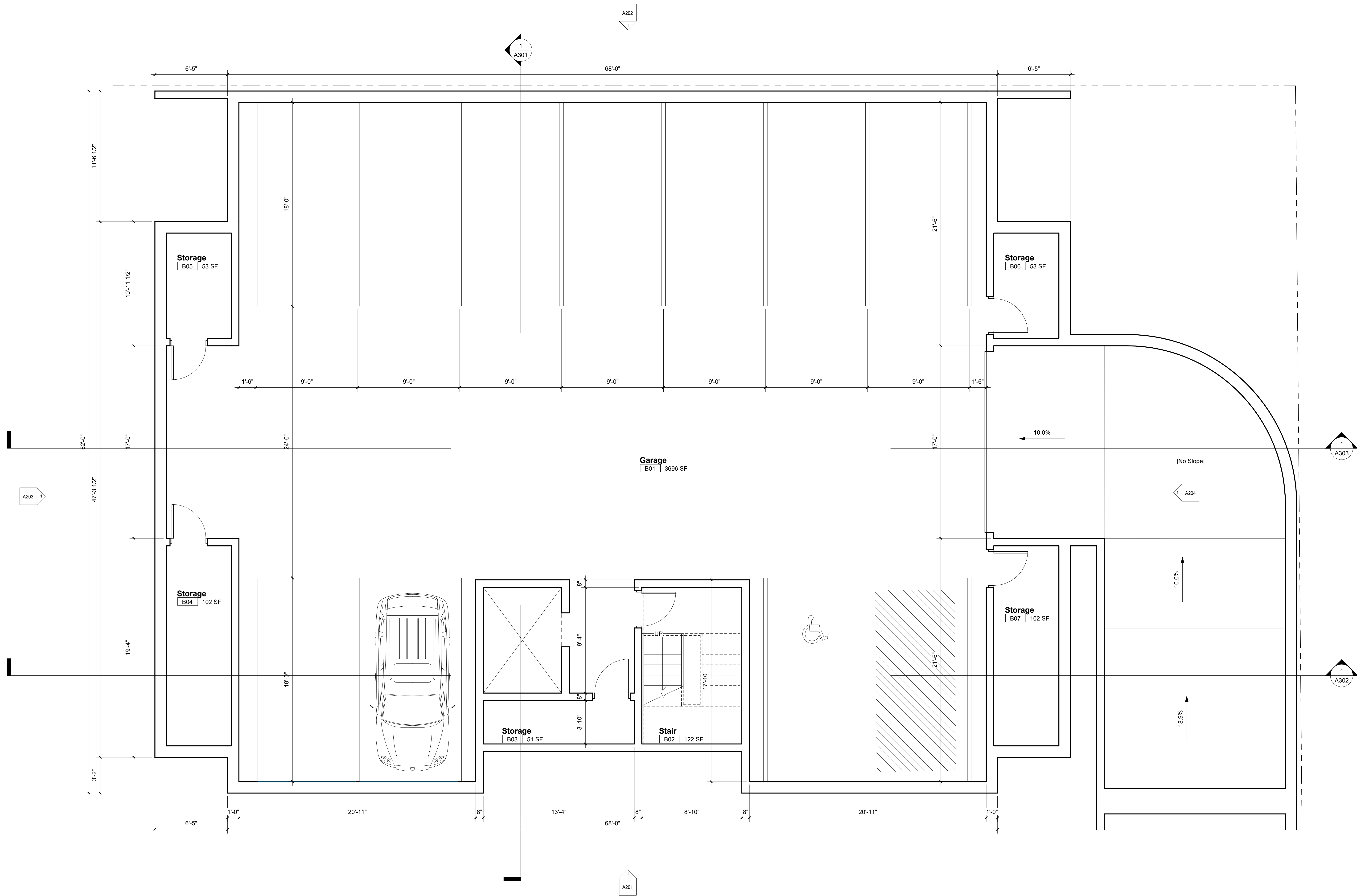
Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

Area Plans

A002





| #           | Date       | Description    |
|-------------|------------|----------------|
| 1           | 09/01/2021 | Issued for DRB |
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Project Name:

Cherry / Linden Homes  
455 Linden Street, Winnetka

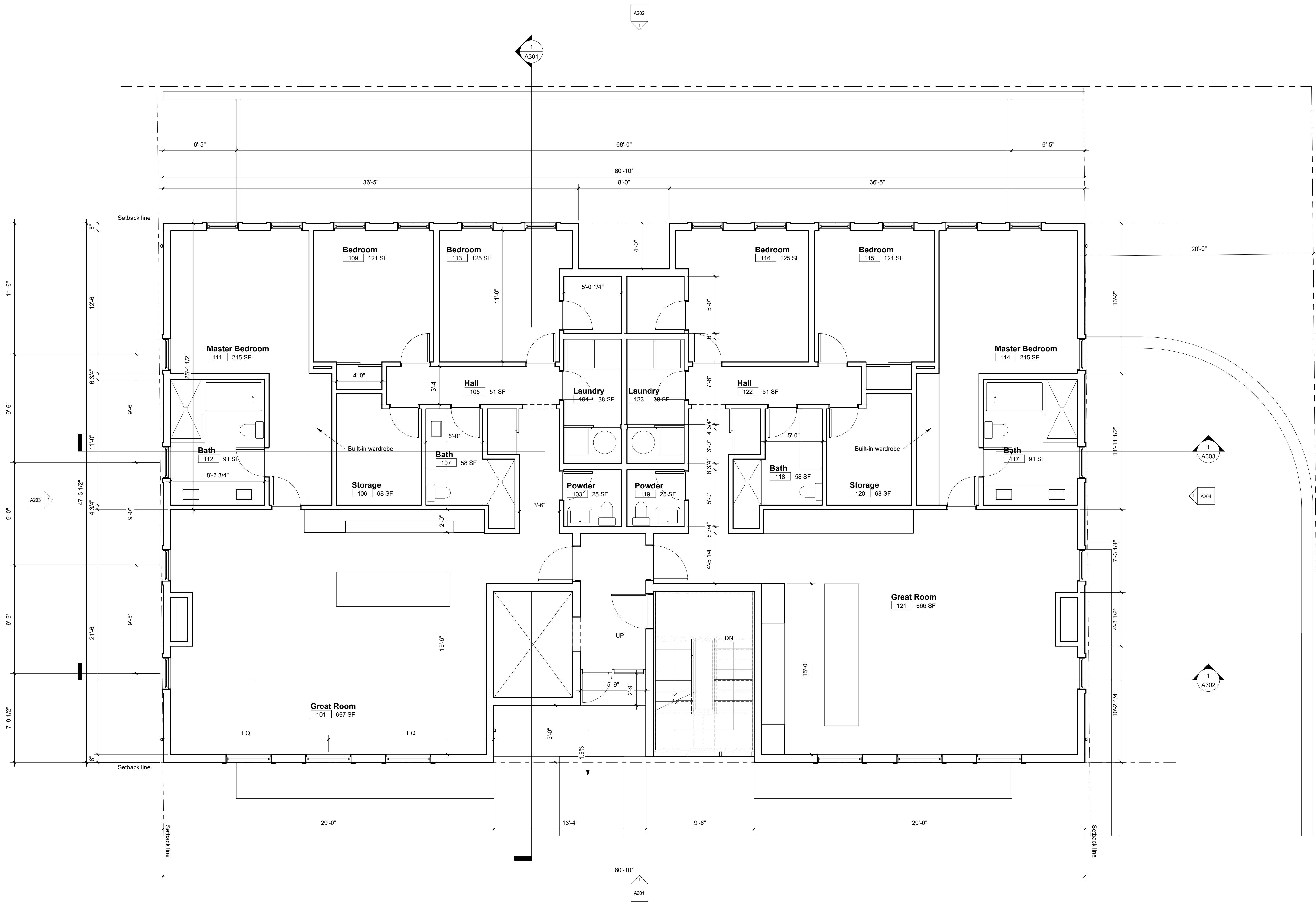
Owner:

Basement Plan

A100

Oct. DRB Agenda Packet - 455 Linden - Page 17  
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1 Level 1  
1/4" = 1'-0"

| 1           | 09/01/2021 | Issued for DRB |
|-------------|------------|----------------|
| #           | Date       | Description    |
| ISSUE DATES |            |                |

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|            |  |
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Print Date: 10/11/2021 4:51:17 PM

Project Name:

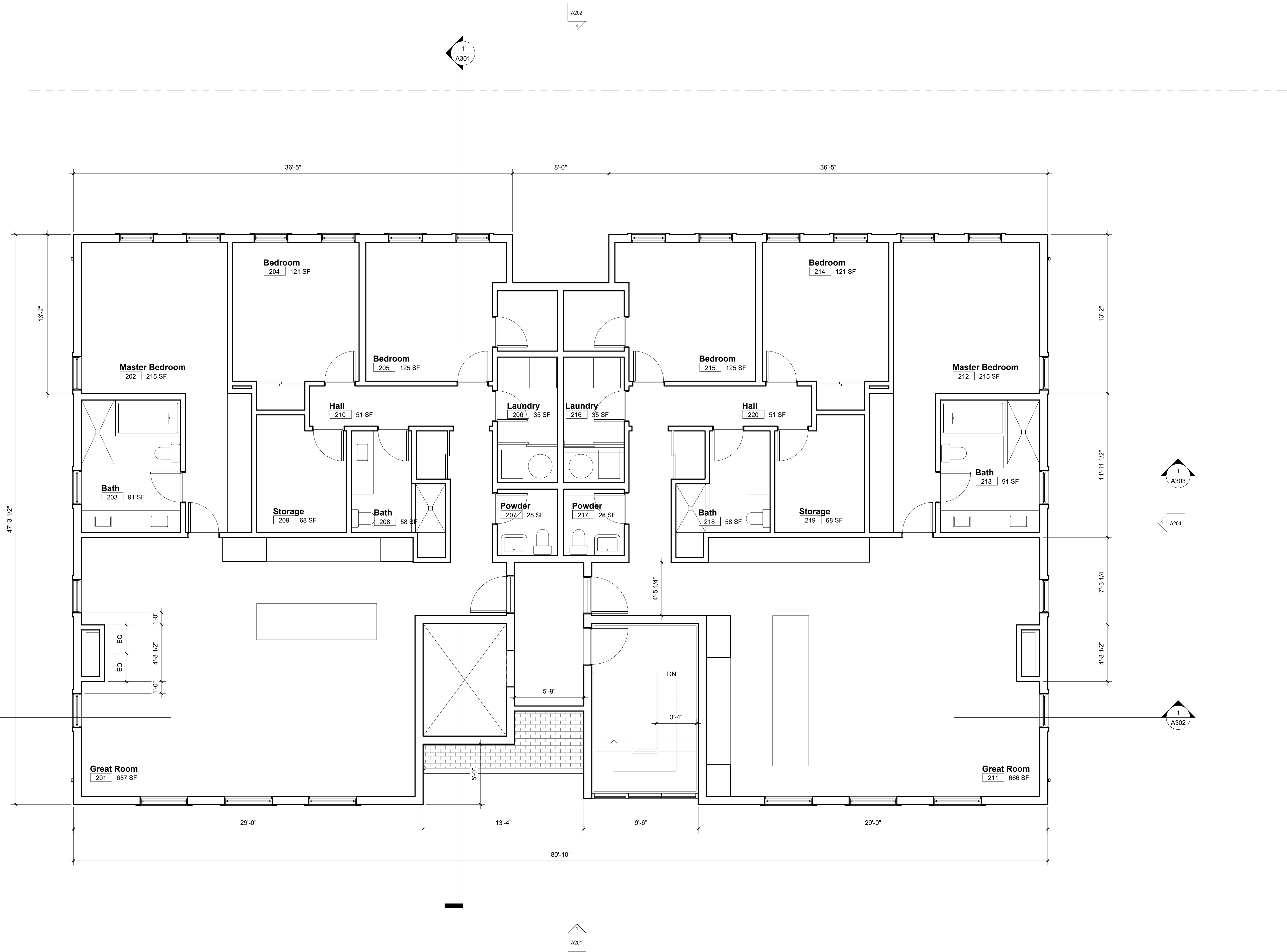
Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

First Floor Plan

A101





**1** Level 2  
1/4" = 1'-0"

|             |            |                |
|-------------|------------|----------------|
| 1           | 09/01/2021 | Issued for DRB |
| #           | Date       | Description    |
| ISSUE DATES |            |                |

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|            |
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| Issue Date |
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Print Date: 10/11/2021 4:51:19 PM

Project Name:

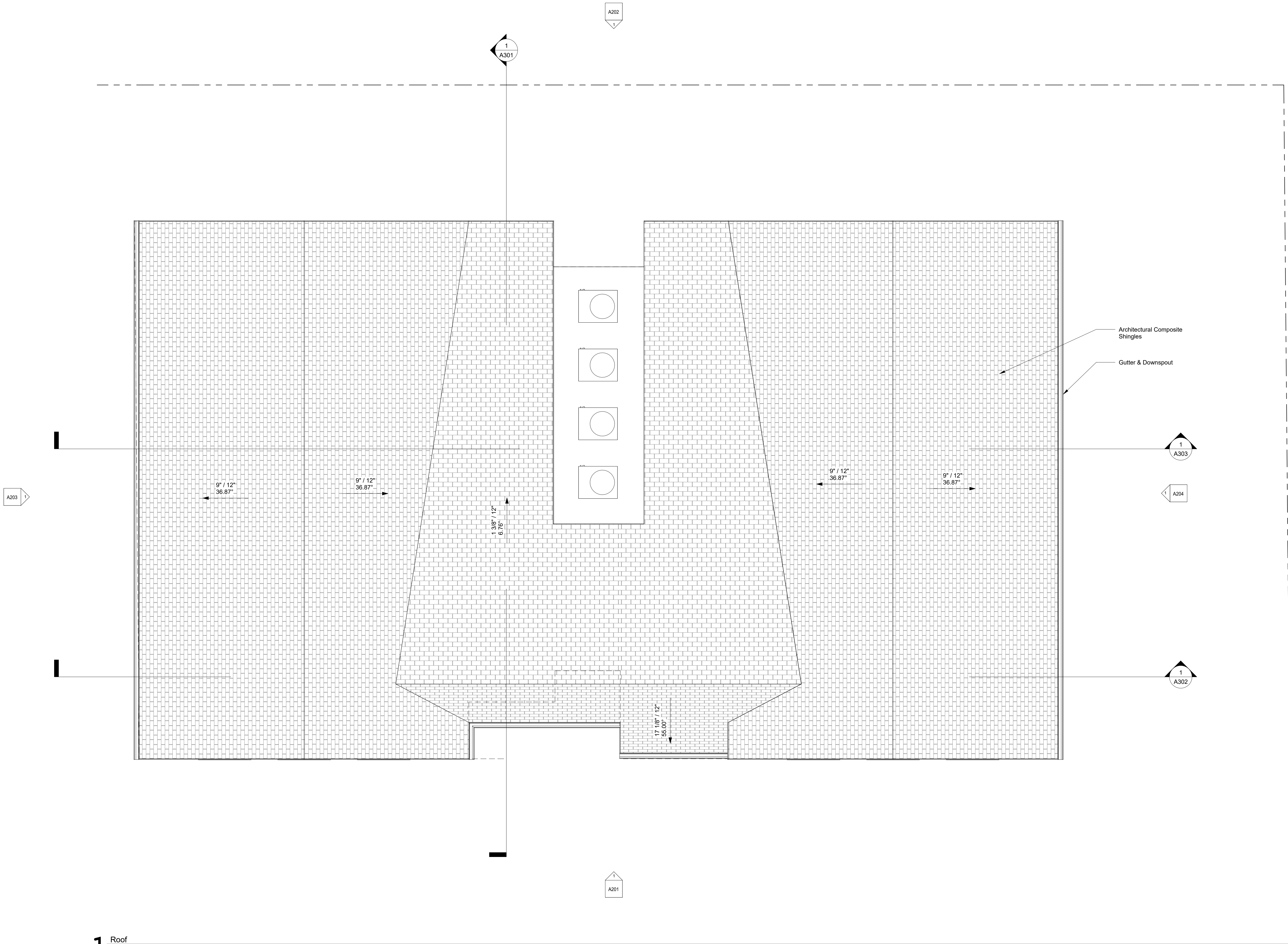
Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

Second Floor Plan

A102





1 Roof  
1/4" = 1'-0"

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| 1 09/01/2021 Issued for DRB                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  |
| #                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Date Description |
| ISSUE DATES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |
| FILORAMO TALSMASMA ARCHITECTURE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |
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| Project Name:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                  |
| Cherry / Linden Homes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |
| 455 Linden Street, Winnetka                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  |
| Owner:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |
| Roof Plan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |
| A103                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                  |





**1** South Elevation  
1/4" = 1'-0"

10/01/2021 Issued for DRB

| # | Date       | Description    |
|---|------------|----------------|
| 1 | 10/01/2021 | Issued for DRB |

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ARCHITECTURE

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Project Name:

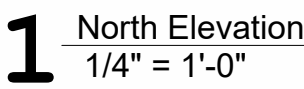
Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

South Elevation

A201







1 West Elevation  
1/4" = 1'-0"



| 1           | 09/01/2021 | Issued for DRB |
|-------------|------------|----------------|
| #           | Date       | Description    |
| ISSUE DATES |            |                |

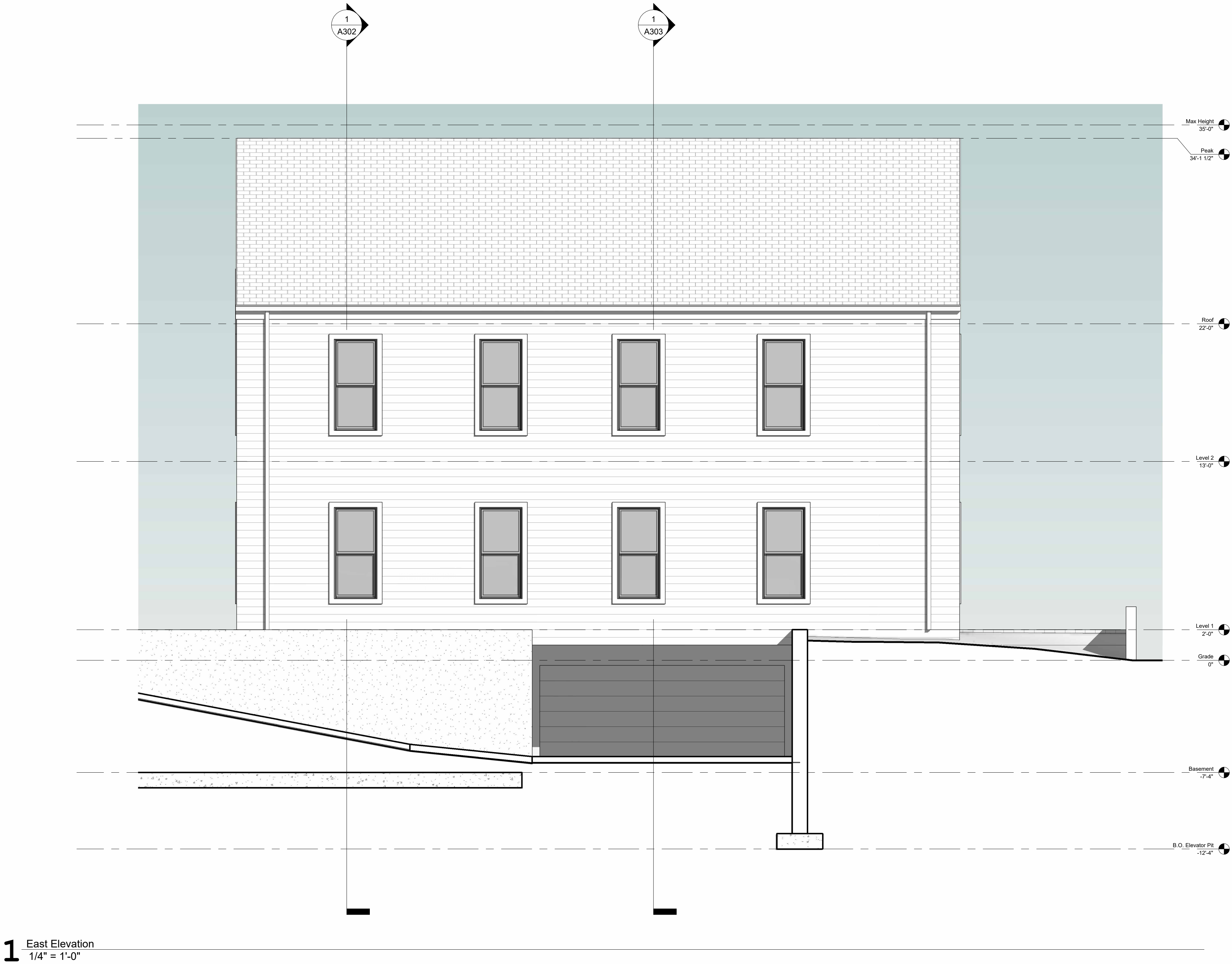
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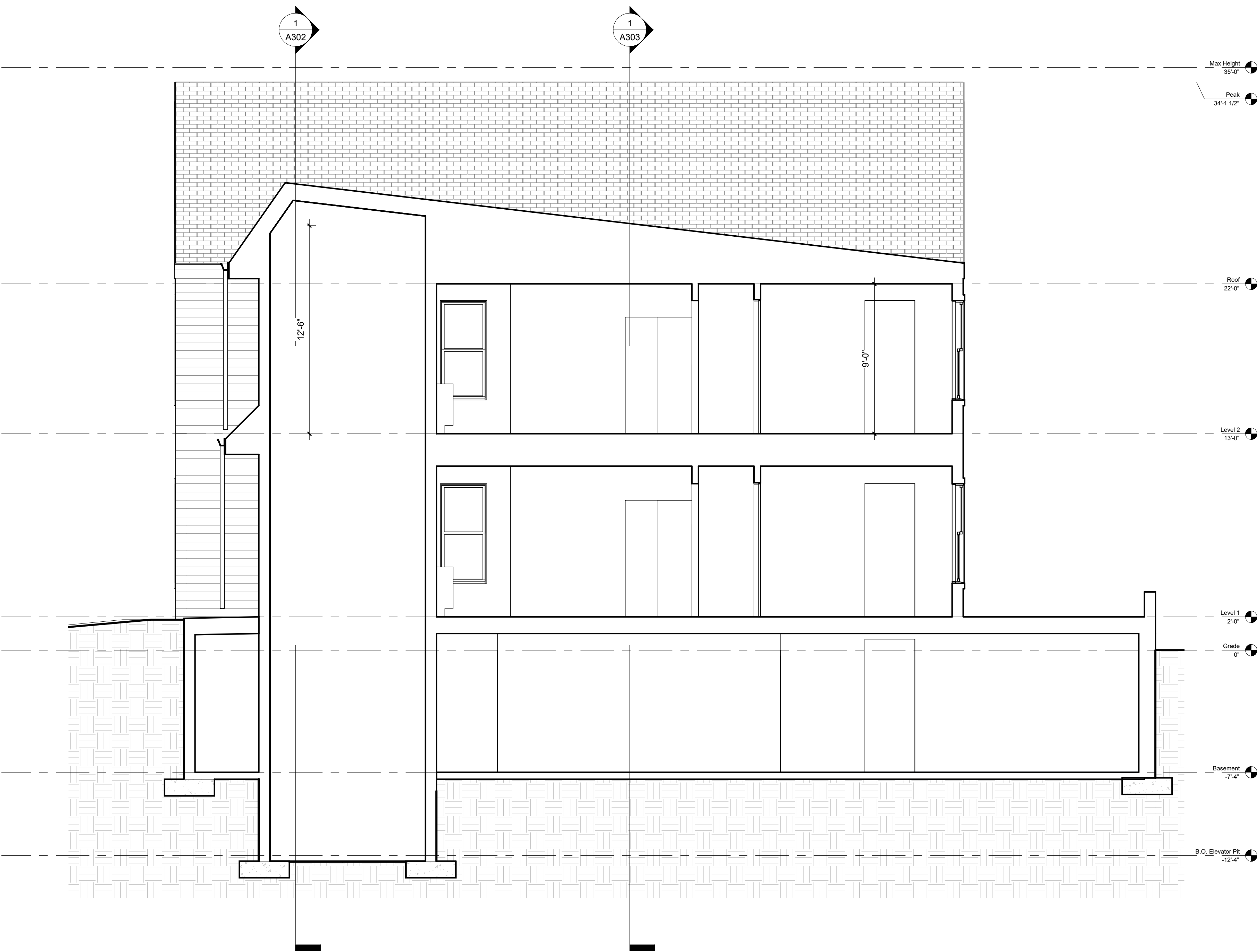
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| Project Name:                     |
| Cherry / Linden Homes             |
| 455 Linden Street, Winnetka       |
| Owner:                            |





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| Project Name:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                  |
| Cherry / Linden Homes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |
| 455 Linden Street, Winnetka                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |
| Owner:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                  |
| East Elevation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                  |
| A204                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                  |





**1** Lateral Building Section (N/S)  
1/4" = 1'-0"

| 1           | 09/01/2021 | Issued for DRB |
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| #           | Date       | Description    |
| ISSUE DATES |            |                |

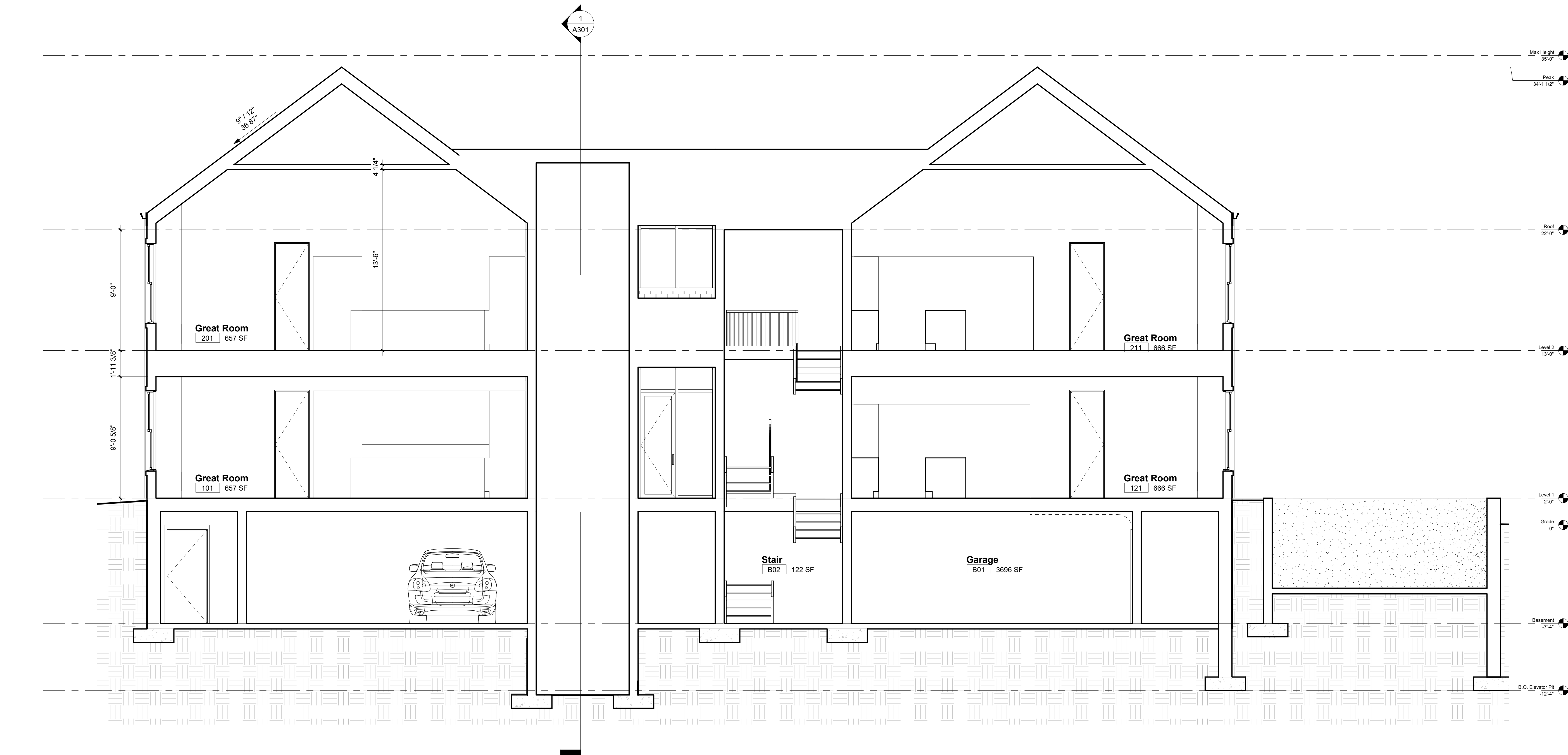
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| Project Name:                     |
| Cherry / Linden Homes             |
| 455 Linden Street, Winnetka       |
| Owner:                            |
|                                   |





1 Longitudinal Section  
1/4" = 1'-0"

| #           | Date | Description |
|-------------|------|-------------|
| ISSUE DATES |      |             |

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Print Date: 10/11/2021 4:52:13 PM

Project Name:

Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

Building Section

A302





**1** Longitudinal Section  
1/4" = 1'-0"

| #           | Date | Description |
|-------------|------|-------------|
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## FILORAMO TALSMAN ARCHITECTURE

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Print Date: 10/11/2021 4:52:14 PM

Project Name:

Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

Building Section

**A303**



# **MEMORANDUM VILLAGE OF WINNETKA**

## **COMMUNITY DEVELOPMENT DEPARTMENT**

**TO: DESIGN REVIEW BOARD**  
**FROM: ANN KLAASSEN, SENIOR PLANNER**  
**DATE: SEPTEMBER 23, 2021**  
**SUBJECT: 455 LINDEN STREET - NEW MULTI-FAMILY RESIDENTIAL BUILDING -  
CERTIFICATE OF APPROPRIATENESS (CASE NO. 21-17-DR)**

---

### **INTRODUCTION**

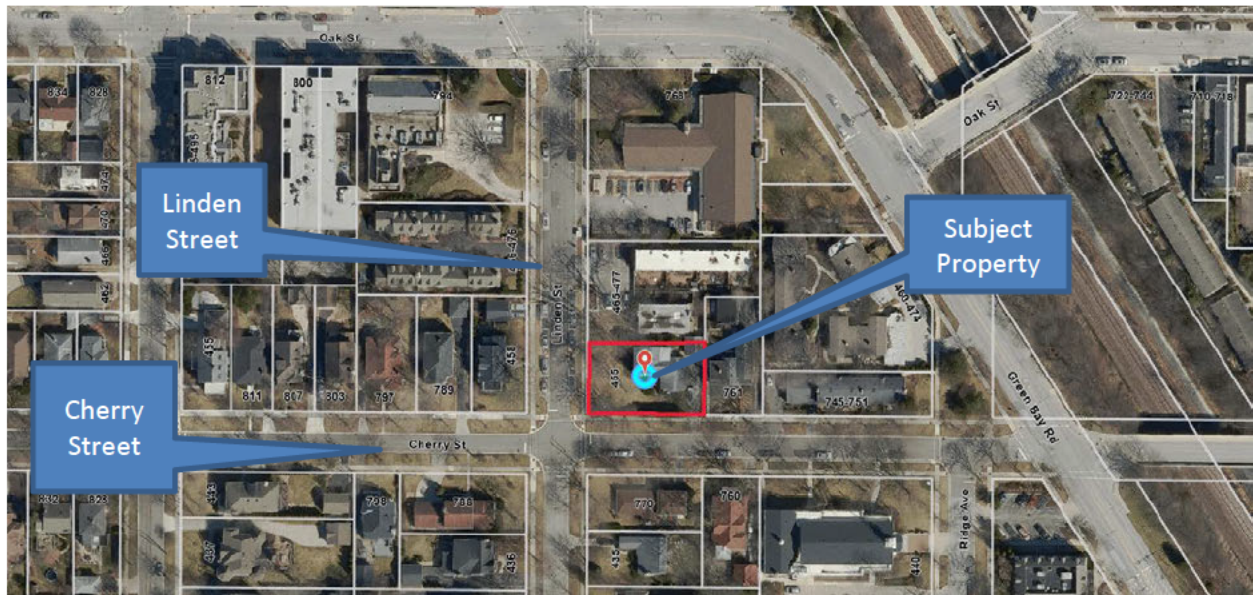
On September 29, 2021, the Design Review Board (DRB) is scheduled to hold a public hearing on an application submitted by Nadeya Khalil (the "Applicant"), as the manager of Linden Winnetka, LLC, the owner of the property located at 455 Linden Street (the "Subject Property"). The Applicant proposes construction of a new four-unit multi-family residential building with below grade structure parking on the Subject Property and requests approval of a Certificate of Appropriateness. This case was originally scheduled for the July 15, 2021, DRB meeting; however, prior to the meeting, the Applicant requested a continuance until the August 19, 2021, DRB meeting. The item was not ready for the August meeting. The Applicant is now ready to present its request to the DRB.

A mailed notice has been sent to property owners within 250 feet of the Subject Property, in compliance with the Village Code. As of the date of this memo, the Village has received one written comment from the public regarding this application, which is included in Attachment D.

### **PROPERTY DESCRIPTION**

The Subject Property, which consists of approximately 0.23 acres (9,952 square feet), is located on the northeast corner of the intersection of Linden and Cherry 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 multi-family residential building containing two units and a detached garage. Figures 1 through 3 on the following pages identify the Subject Property.





**Figure 1 – Aerial Map**



**Figure 2 – Subject Property – Looking Northwest**





Figure 3 – Subject Property – South Elevation (Cherry Street)

The Land Use Map of the 2020 Comprehensive Plan designates the Subject Property as appropriate for “Single Family Residential” uses. The Subject Property is located in a transitional area with condos, townhouses, and single-family residential uses in the immediate vicinity. The Land Use Plan Map designates the property to the north as appropriate for “Townhouse Residential” and the properties to the east, west and south as appropriate for “Single Family Residential” (see Figure 4).

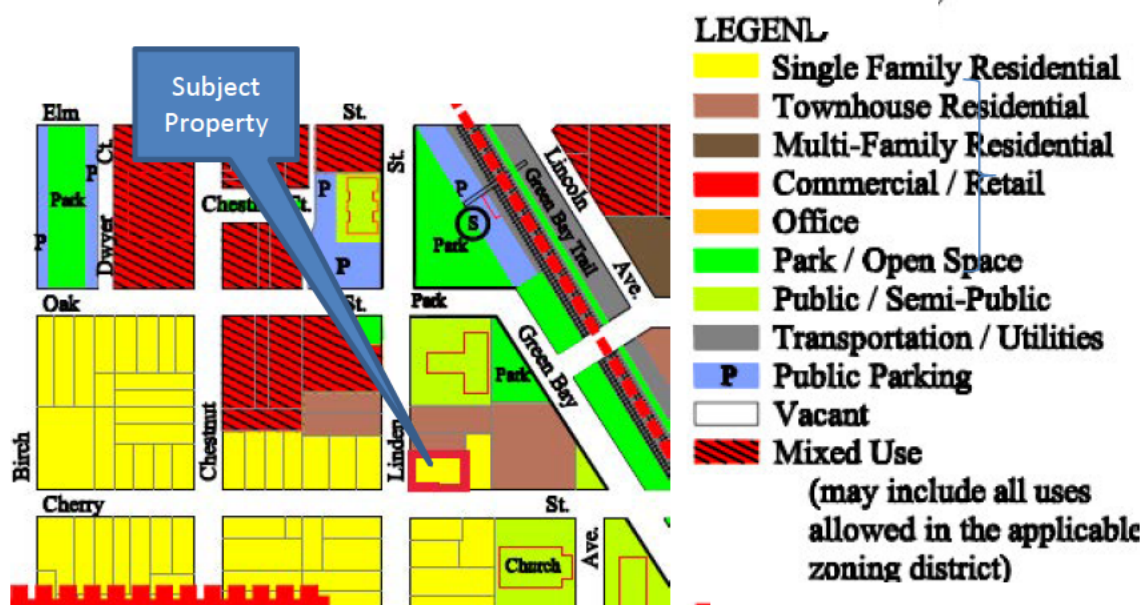
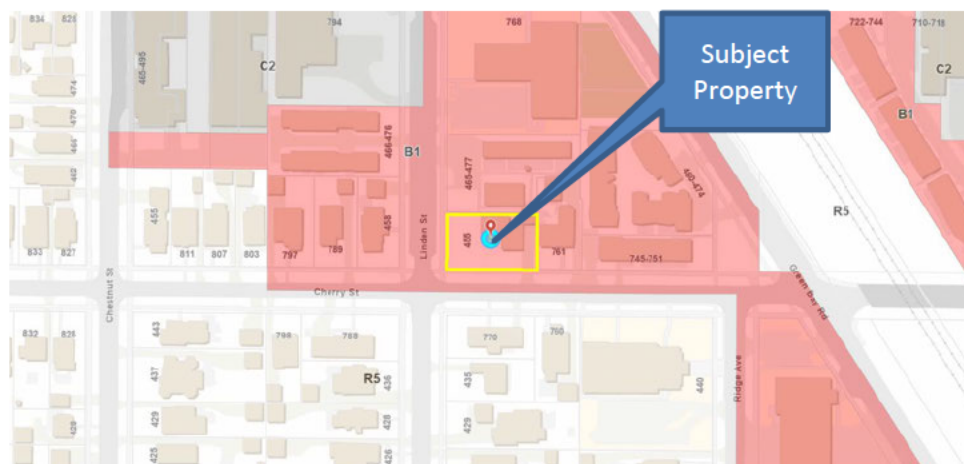


Figure 4 – Comprehensive Plan Land Use Map



The Subject Property is zoned B-1 Multi-Family Residential, and it is bordered by B-1 Multi-Family Residential to the north, east, and west, and R-5 Single Family Residence to south (see Figure 5).

Even though the existing use, as well as the proposed use, of the Subject Property as multi-family residential is not consistent with the Comprehensive Plan Land Use Map, the use of the property complies with the property's multi-family residential zoning classification. The purpose of the designation for single family uses in the Comprehensive Plan is that if someone would like to use the property for something other than what is allowed under the property's current zoning, the preferred land use is single-family residential use. Along Linden Street to the north there is a multi-family development and the Winnetka-Northfield Public Library. To the east of the Subject Property, along Cherry Street, are multi-family structures. Across both Linden and Cherry Streets, are single-family residential homes (see Attachment B for photographs). The B-1 District allows multi-family structures at a density no greater than 18 units per acres, which for the Subject Property would be four units.



**Figure 5 – Zoning Map**

## **PROPOSED PLAN**

The proposed development of the Subject Property, referred to as Cherry/Linden Homes, consists of four single-level units; two units measuring approximately 1,709 square feet and two units measuring 1,697 square feet, in two stories with 10 enclosed below grade parking spaces. The vehicular access to the site would be provided by one driveway that runs along the east property line, in the general location of the existing driveway. The two required guest parking spaces would be provided in the below grade parking garage, with additional street parking available on Cherry and Linden Streets.

Excerpts of the proposed site plan/landscape plan and building elevations of the proposed development are provided on the following page as Figures 6 through 9. The complete set of plans are provided in the application materials (Attachment A).



Figure 6 – Site Plan/Landscape Plan



Figure 7 – South Building Elevation – Cherry Street





**Figure 8 – West Building Elevation – Linden Street**



**Figure 9 – Rendered view from Southeast**

The Applicant describes the proposed architectural design as a combination of modern and traditional styles, while being mindful of the neighborhood. Portions of the below grade parking garage would extend beyond the first and second floors above and would be topped with raised planting beds to provide a transition between the building and surrounding landscape. As described in the design approach provided by the Applicant, the exterior materials would include pre-stained cedar siding, limestone cladding, and a metal roof. The air conditioning compressors would be located in the approximate center of the roof, concealed from view. The proposed driveway and front walk would be concrete. A proposed plant list is provided on Sheet A001 of the attached application materials, which are included in this report as Attachment A. The plans do not identify the location of refuse and recycling containers or exterior lighting. The Applicant has provided cut sheets for the proposed exterior materials, which are also included in Attachment A.

The Village stormwater regulations require that the development provide detention for the maximum allowed impermeable lot coverage, which in this case is 60% of the lot area. The Applicant is currently working with a civil engineer to develop an on-site detention system. Once civil engineering plans are submitted by the Applicant, the Village Engineer will review the proposed stormwater detention system for compliance with the Village stormwater regulations.

## **ZONING RELIEF**

Although zoning relief is not the purview of the DRB, it should be noted that based on a preliminary zoning review of the plans received to date for the certificate of appropriateness, at least three variations would appear to be required to allow the proposed development on the Subject Property: (1) roofed lot coverage; (2) corner yard setback (Cherry Street); and (3) side yard setback (north).

Roofed Lot Coverage. The lot area allows a maximum roofed lot coverage of 3,980.72 square feet. As proposed, the building consists of approximately 4,824 square feet, requiring a variation of 843.28 square feet (21.18%). Approximately 1,000 square feet of the below grade garage that extends beyond the floors above is included in the roofed lot coverage.

Corner Yard Setback (Cherry Street). A corner yard setback of 19.53 feet is required from Cherry Street. The proposed development would provide a setback of 16.36 feet, which requires a variation of 3.17 feet (16.23%). The proposed setback is measured to the below grade garage. The above grade portion of the building would be setback 19.53 feet.

Side Yard Setback. A side yard setback of 12 feet is required from the north property line. As currently proposed, the building, as measured to the below grade garage, would provide a setback of 0.46 feet, requiring a variation of 11.54 feet (96.17%). The above grade portion of the building would be setback 12 feet.

The Applicant is in the process of preparing to submit a variation application for zoning relief. Once an application is received and the plans are reviewed by staff to make a final determination on the zoning relief necessary, a public hearing will be scheduled for the Zoning Board of Appeals (ZBA) to consider the requested zoning relief. A mailed notice of the ZBA meeting will be sent to property owners within 250 feet of the Subject Property.

## **CERTIFICATE OF APPROPRIATENESS CONSIDERATIONS**

As established by the Village Code, the Design Review Board is to consider the following four (4) factors in determining whether to grant a Certificate of Appropriateness:

- (1) whether the proposed external architectural features and site improvements are appropriate to and compatible with the character of the immediate neighborhood;
- (2) whether the proposed external architectural features and site improvements are appropriate to and compatible with adopted Village plans for and improvements in the immediate neighborhood, and including both urban design and site arrangement considerations (Note: Please refer to the early section "Property Description" in which the project consistency with the Comprehensive Plan is summarized).
- (3) whether the proposed external architectural features and site improvements are consistent with applicable Village design guidelines and such standards and criteria as may be adopted by the Board; and



- (4) the probable effect of the proposed external architectural features on the integrity of the immediate vicinity.

The Board will need to determine if the proposed multi-family building and its associated hardscape and landscape designs comply with the above standards.

An excerpt of the Village Design Guidelines is included as Attachment C, highlighting standards which apply to multi-family residential buildings. It should be noted that these guidelines for multi-family residential buildings were generally designed for the Village's three core business districts – Elm Street, Hubbard Woods, and Indian Hill. However, the Board may find all or some of them applicable to the proposed project.

## RECOMMENDATION

At the September 29, 2021, Design Review Board meeting, the Board is scheduled to consider the design of the Applicant's proposed multi-family residential building, as well as the associated hardscape and landscape designs.

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

- 1) Continue further review of the application to a date specific in order to provide the Applicant and/or staff additional time to address questions and comments from the Board.
- 2) Adopt a motion recommending approval or a motion recommending denial of a certificate of appropriateness for design of the proposed multi-family residential building, as well as the associated hardscape and landscape designs.

If the Board wishes to adopt a motion recommending approval or denial, a Board member may want to make a motion such as the following:

***Move to recommend **approval [denial]** of a certificate of appropriateness for the **design of the building, hardscape and landscape for the proposed four-unit multi-family building on the Subject Property**, subject to the following conditions:***

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

*The Board's recommendation is based on evidence in the record, or a public document, and upon the following findings of fact:*

- (1) the proposed external architectural features and site improvements are appropriate to and compatible with the character of the immediate neighborhood;*
- (2) the proposed external architectural features and site improvements are appropriate to and compatible with adopted Village plans for and improvements in the immediate neighborhood, and including both urban design and site arrangement considerations;*
- (3) the proposed external architectural features and site improvements are consistent with applicable Village design guidelines and such standards and criteria as may be adopted by the Board; and*
- (4) the probable effect of the proposed external architectural features on the integrity of the immediate vicinity.*

## **ATTACHMENTS**

Attachment A: Application Materials

Attachment B: Photographs of Area Properties

Attachment C: Excerpts of Village Design Guidelines

Attachment D: Public Comments



# ATTACHMENT A

Village of Winnetka  
CERTIFICATE OF APPROPRIATENESS APPLICATION

## VILLAGE OF WINNETKA, ILLINOIS DEPARTMENT OF COMMUNITY DEVELOPMENT

### CERTIFICATE OF APPROPRIATENESS APPLICATION

Project Address: 455 Linden

Name of Business(es): \_\_\_\_\_

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

- ☐ Sign                      Sign Permit Application attached? ☐  
☐ Awning                      Awning Permit Application attached? ☐  
☒ Other (general description) New Building

Please provide a detailed description of the proposed work (attach additional information such as material specifications, photographs, etc.): Erect new, 2-story, 4 dwelling unit building with 9 subterranean parking spaces.

I/We hereby certify that as Owner (Lessee/Owner) of the property located at 455 Linden (address), I am/we are authorized to submit plans for alterations 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

PRINTED NAME(S)

ADDRESS

PHONE NO.

EMAIL

Nadeya Khalil

Chicago, IL

#### FOR OFFICE USE ONLY

COA applied for (date): \_\_\_\_\_

COA Case Number: \_\_\_\_\_

COA Issued (date): \_\_\_\_\_

PRIMARY DESIGN FIRM Filoramo Talsma, LLC

CONTACT NAME Chris Talsma

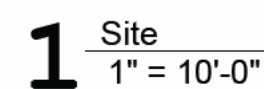
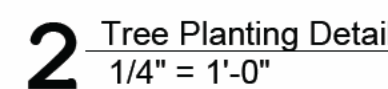
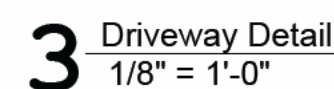
ADDRESS 1765 N Elston Ave.

Chicago, IL 60642

PHONE NO. 312-635-1920

EMAIL info@ftarc.com





1. All plant material shall be high-quality nursery-grown stock. Substandard "B Grade" or "Park Grade" plants are not acceptable.
2. All plant material shall be installed free of disease and in a manner that ensures the availability of sufficient soil and water to sustain healthy growth.
3. All plant material shall be planted with a minimum of 6" of organic soil and mulched to a depth of 3".
4. No plant material shall be planted in a manner which is not intrusive to utilities or pavement.
5. All shrub beds and landscape islands shall have 3" shredded hardwood mulch.
6. Plants shall be disease free and without broken twigs or branches.
7. Shrub beds shall have spaced edges.
8. All plant material shall be guaranteed for one full growing season after installation.
9. All plant specifications, other than those mentioned above shall conform with the American Standards for Nursery Stock, published by The American Association of Nurserymen.
10. Only 1/2" low rise growth within all 12x12' site triangles, typical.

1. Three (3) foot minimum depth.
2. Three (3'-5') minimum inside clear width, greater than Five (5) feet is desirable.
3. Soil Composition: 45-77% Silty, 0-25% clay, 25-33% Sand.
4. Soil Acidity: pH 5.5 to 7.0. Amend soil as required to achieve this pH range.
5. Soil Organic Content: Three (3) to Five (5) percent.
6. Parkway plantings to be as long and as continuous as possible.
7. Minimum Five (5) feet from the inside edge of the planter or tree pit to the last tree planting series or grade line.
8. Curb and Low railing to be installed around parkway planters throughout the "Greater Downtown" area, in commercial use areas, and in other heavy pedestrian traffic areas.
9. Percolation testing to be done prior to installation of any plantings.
10. Soil testing of existing soils to be done prior to installation of any plantings.
11. Mechanical subsurface drainage required in areas with poor percolation and drainage rates.
12. Groundcover and low shrub planting required instead of grass, bark or gravel mulch, or other non-life materials.
13. Rootstock of trees to be 2-4" caliper, and at a depth of Two foot Six (2'-6") inches and/or root paths required below sidewalk seals between parkway planter and other planting areas or greenspace.
14. When sidewalks are replaced, "Structural Soil" or root paths are required below sidewalk seals to permit root growth beyond small pit or cut out sidewalk.
15. Rootstock may be used to connect trees between parkways (the distance from the back of the curb to the edge of the right-of-way) to adjacent greenspace.

- 1 All required landscaping on private property to be maintained throughout the life of the project, obligation assumed by subsequent owners.
- 2 All required landscaping within public right-of-way to be replaced, if needed, for a minimum of Five (5) years by the original applicant and any subsequent owners. Responsibility for replacement will be assumed after Five (5) years by the City of Chicago.
- 3 Rainfall to be supplemented with water for a total rate of One (1) inch per week during the growing seasons for the first Three (3) years.
- 4 The City will post notice of landscape installation and maintenance requirements, in order to alert neighbors and concerned citizens to a project's landscape requirements.
- 5 All required landscaping to be replaced throughout the life of the project, as required; obligation assumed by subsequent owners.

**Plant Notes:**

1. Landscape contractor shall verify final plant selections and count with owner prior to ordering and installation
2. Landscape contractor shall submit detailed planting plan for owner review & approval prior to work.
3. Landscape contractor shall submit irrigation plan for owner review & approval prior to work.

| Area Schedule (for FAR) |         |
|-------------------------|---------|
| Name                    | Area    |
| Level 1                 |         |
| Covered Exterior        | 16 SF   |
| Elevator                | 78 SF   |
| Lobby                   | 85 SF   |
| Stair                   | 148 SF  |
| Unit 1                  | 1709 SF |
| Unit 2                  | 1697 SF |
|                         | 3734 SF |
| Level 2                 |         |
| Elevator                | 77 SF   |
| Lobby                   | 105 SF  |
| Stair                   | 147 SF  |
| Unit 3                  | 1708 SF |
| Unit 4                  | 1697 SF |
|                         | 3736 SF |
| Roof                    |         |
| Attic                   | 486 SF  |
|                         | 486 SF  |
|                         | 7956 SF |

| 09/01/2021 | Issued for DRB |
|------------|----------------|
| Date       | Description    |

**ISSUE DATES**

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| Issue Date |
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Print Date: 9/1/2021 11:18:38 AM

Project Name:

### Cherry / Linden Homes

155 Linden Street, Winnetka

Owner

## Site Plan

A001





6 465-477 Linden  
Not to Scale



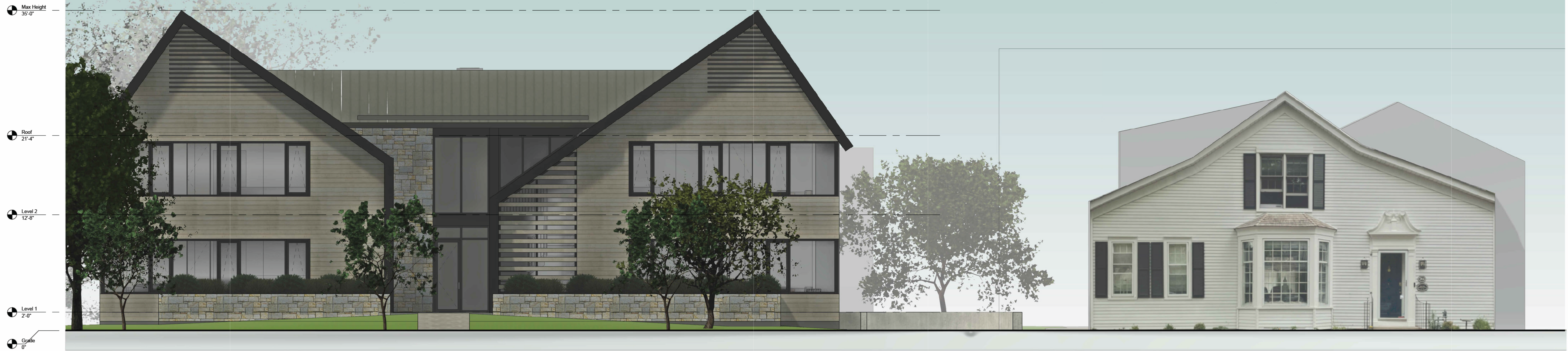
5 760 Cherry  
Not to Scale



4 770 Cherry  
Not to Scale



3 458 Linden  
Not to Scale



2 Cherry Street  
1 : 70



STONE CLADDING



SIDING



ROOFING



WINDOWS



1 Linden Street  
1 : 70

**455 Linden Design Approach:**

The proposed structure at the Northeast corner of Cherry and Linden is a combination of modern and traditional ideas about architecture as well as being a thoughtful neighbor. 9 parking spaces are required for the allowed 4 dwelling units on this 10,000 SF parcel. All proposed parking is hidden from view with the garage entirely below grade. Parts of the garage extend into the required setbacks and have been topped with raised planting beds which provide a gentle transition between the landscape and the building.

The material palette includes a composition of durable and natural materials that will and have endured for decades or more; pre-stained cedar siding, limestone cladding, and metal roofs have been employed on the farmhouse for centuries.

This particular building combines these time tested materials with modern ideas about how they are utilized and includes, simple, low-maintenance details with some clever combinations that will create a few unique experiences in Winnetka.

| # | Date       | Description    |
|---|------------|----------------|
| 1 | 10/01/2021 | Issued for DRB |

**ISSUE DATES**

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Print Date: 9/1/2021 11:18:51 AM

**Project Name:**

Cherry / Linden Homes  
455 Linden Street, Winnetka

**Owner:**

DRB Graphics

A001.1





2 Rendered view from Southeast  
12" = 1'-0"



3 Rendered view from Southwest  
12" = 1'-0"



1 Rendered view from South  
12" = 1'-0"

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                  |
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| 1 09/01/2021 Issued for DRB                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                  |
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| Cherry / Linden Homes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                  |
| 455 Linden Street, Winnetka                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                  |
| Owner:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  |
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| A001.2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  |



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**SIZES**

Apolito

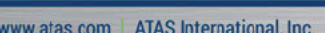
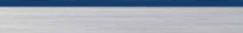
Newport

### Corners

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## 2 Stone Cladding



**1** Roof Materials  
Not to Scale



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Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner

## Materials

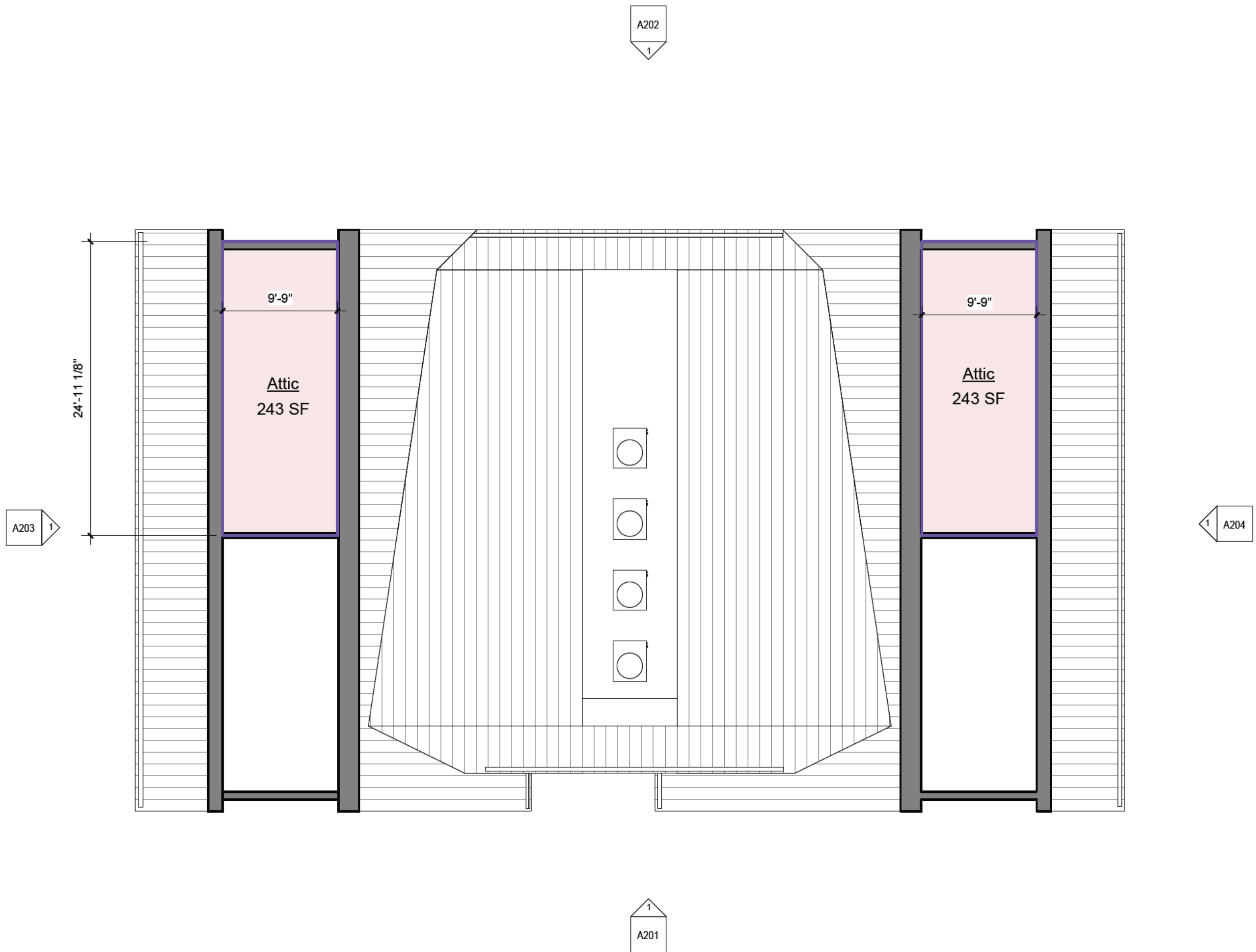
A001.3







4 Roof  
1/8" = 1'-0"



3 Level 2  
1/8" = 1'-0"



2 Level 1  
1/8" = 1'-0"



1 Basement  
1/8" = 1'-0"



| Area Schedule (Gross Building) |          |
|--------------------------------|----------|
| Name                           | Area     |
| Basement                       |          |
| Common                         | 545 SF   |
| Elevator                       | 76 SF    |
| Garage                         | 4033 SF  |
| Stair                          | 170 SF   |
|                                | 4824 SF  |
| Level 1                        |          |
| Covered Exterior               | 16 SF    |
| Elevator                       | 78 SF    |
| Lobby                          | 85 SF    |
| Stair                          | 148 SF   |
| Unit 1                         | 1709 SF  |
| Unit 2                         | 1697 SF  |
|                                | 3734 SF  |
| Level 2                        |          |
| Elevator                       | 77 SF    |
| Lobby                          | 105 SF   |
| Stair                          | 147 SF   |
| Unit 3                         | 1708 SF  |
| Unit 4                         | 1697 SF  |
|                                | 3736 SF  |
|                                | 12293 SF |

**EGRESS NOTE:**  
PER 2015 IBC  
1008.3.2  
Single Exits are permissible for floors up to  
3rd story with fewer than 4 Dwelling Units

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Project Name:

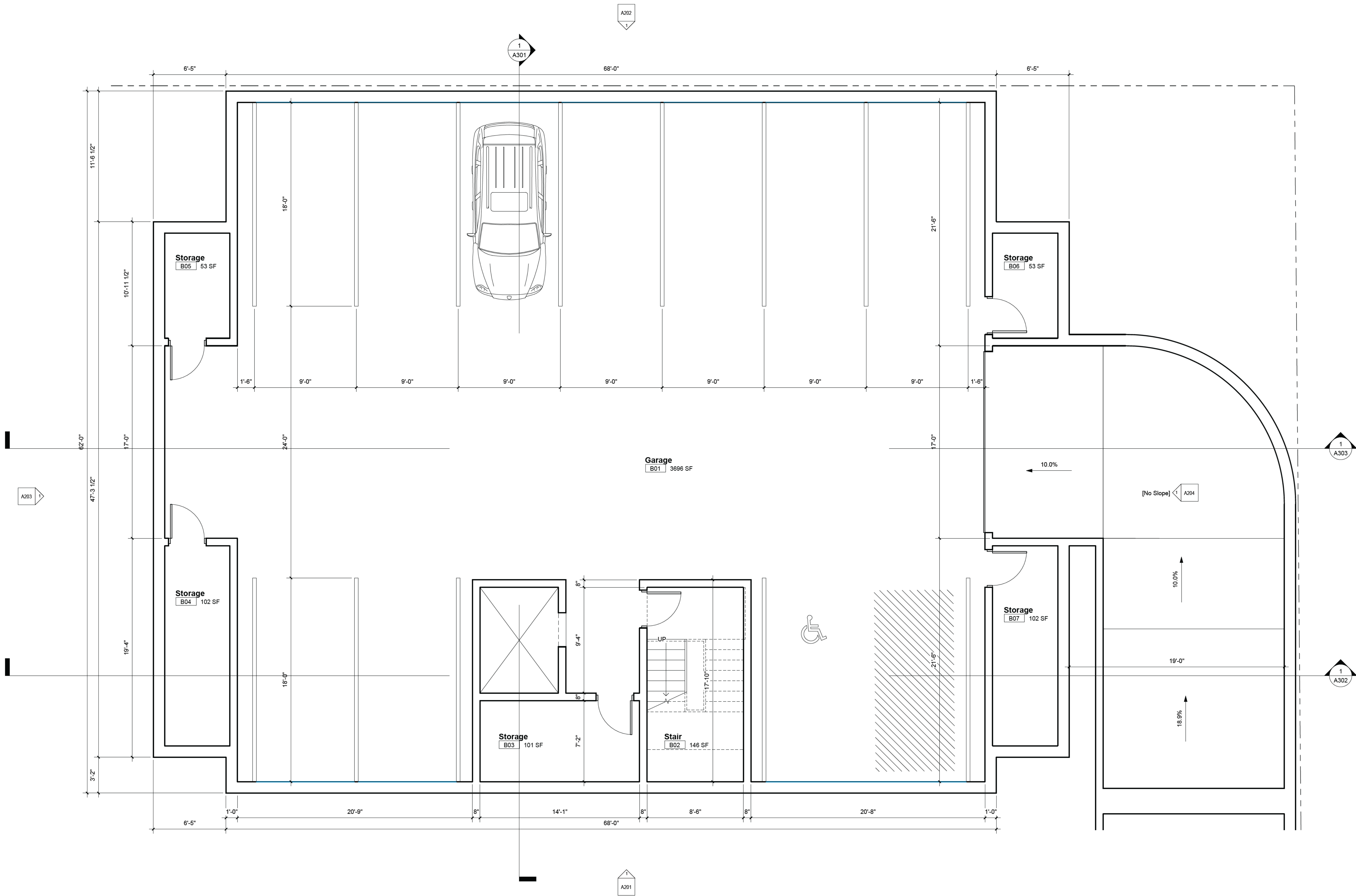
Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

Area Plans

A002





| 1           | Date           | Description |
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Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

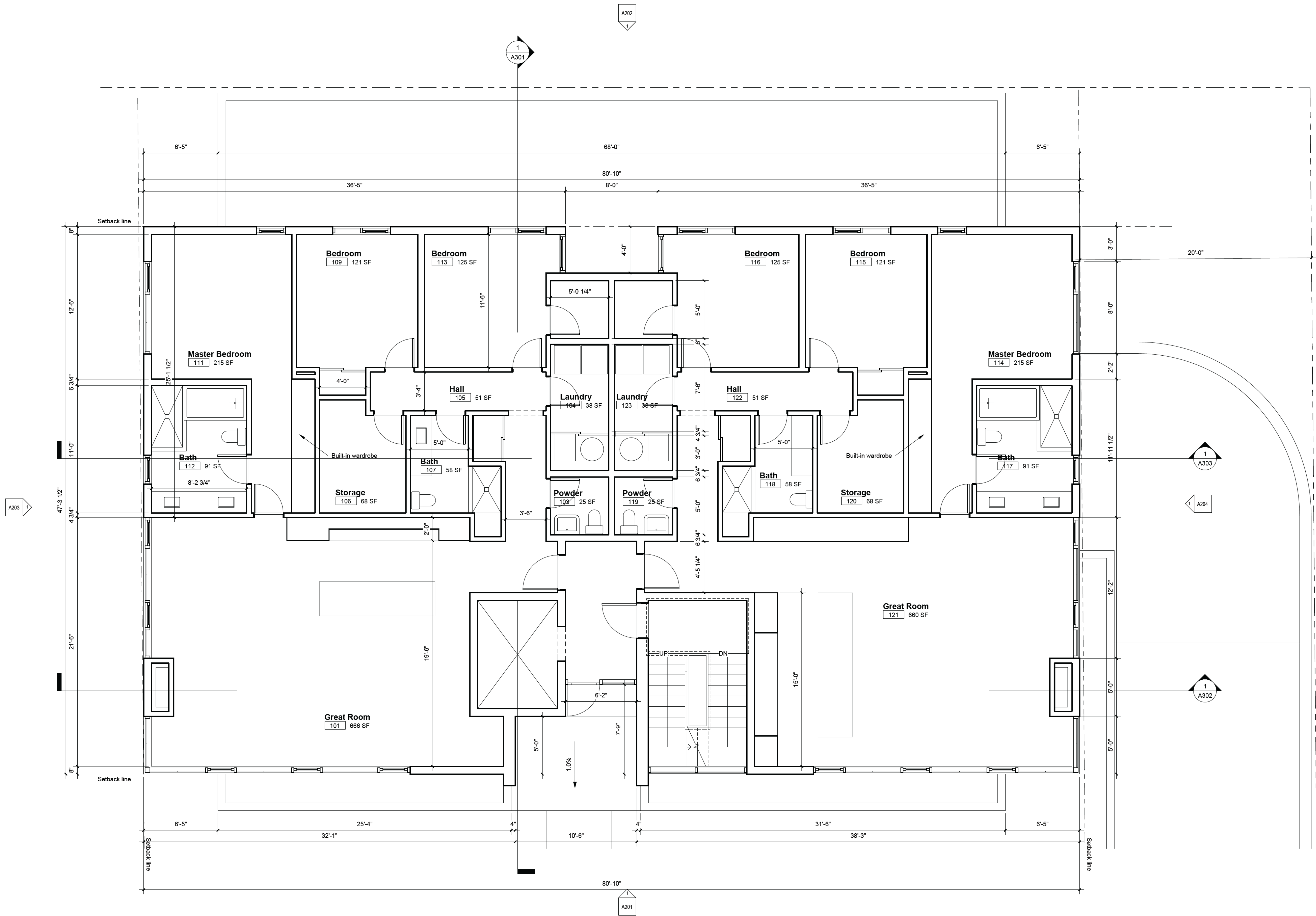
Basement Plan

A100

DRB Agenda Packet - 455 Linden - Page 17  
Oct. DRB Agenda Packet - 455 Linden - Page 44  
Nov. DRB Agenda Packet - 455 Linden - Page 71

1 Basement  
1/4" = 1'-0"





**1** Level 1  
1/4" = 1'-0"

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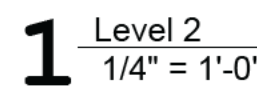
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| Cherry / Linden Homes       |             |
| 455 Linden Street, Winnetka |             |
| Owner:                      |             |
|                             |             |

First Floor Plan

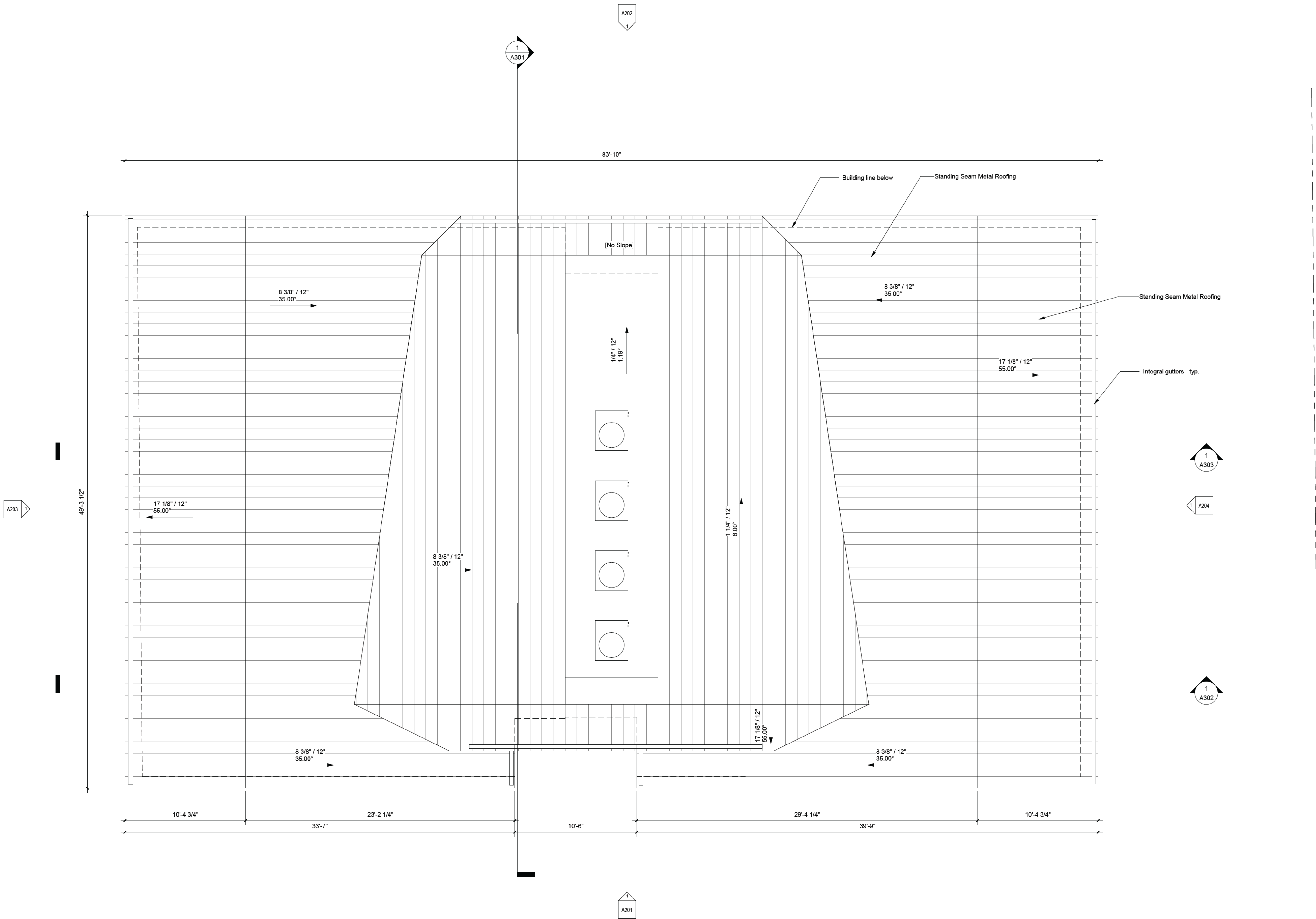
**A101**

DRB Agenda Packet - 455 Linden - Page 18  
Oct. DRB Agenda Packet - 455 Linden - Page 45  
Nov. DRB Agenda Packet - 455 Linden - Page 72





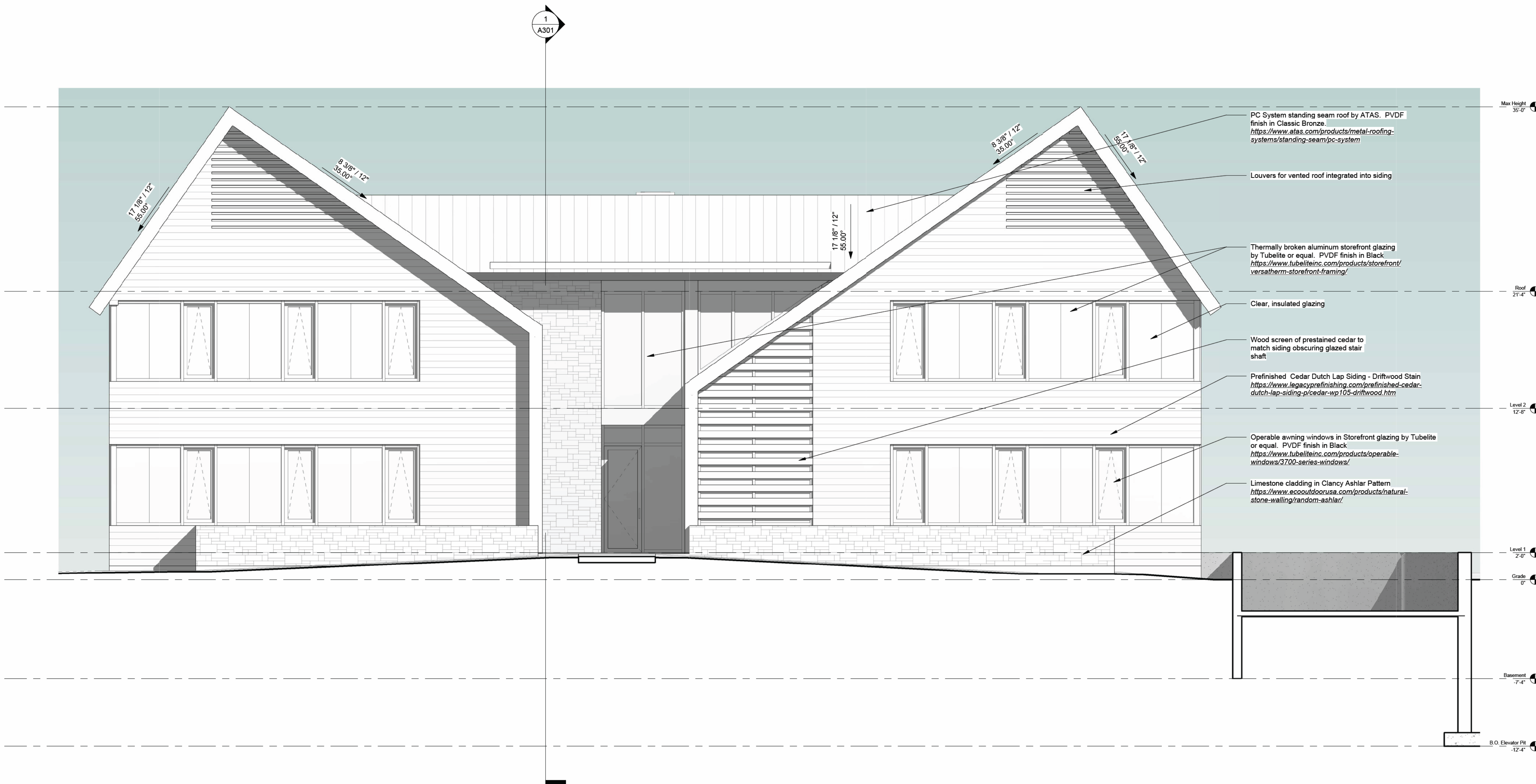




1 Roof  
1/4" = 1'-0"

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                      |
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| 1 09/01/2021 Issued for DRB                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                      |
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| Owner:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |
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| Roof Plan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                      |
| A103                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                      |





**1** South Elevation  
1/4" = 1'-0"

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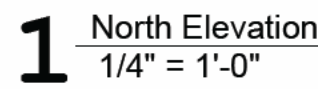
Project Name:

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455 Linden Street, Winnetka

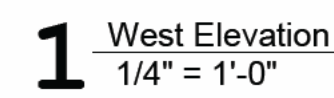
Owner:

South Elevation









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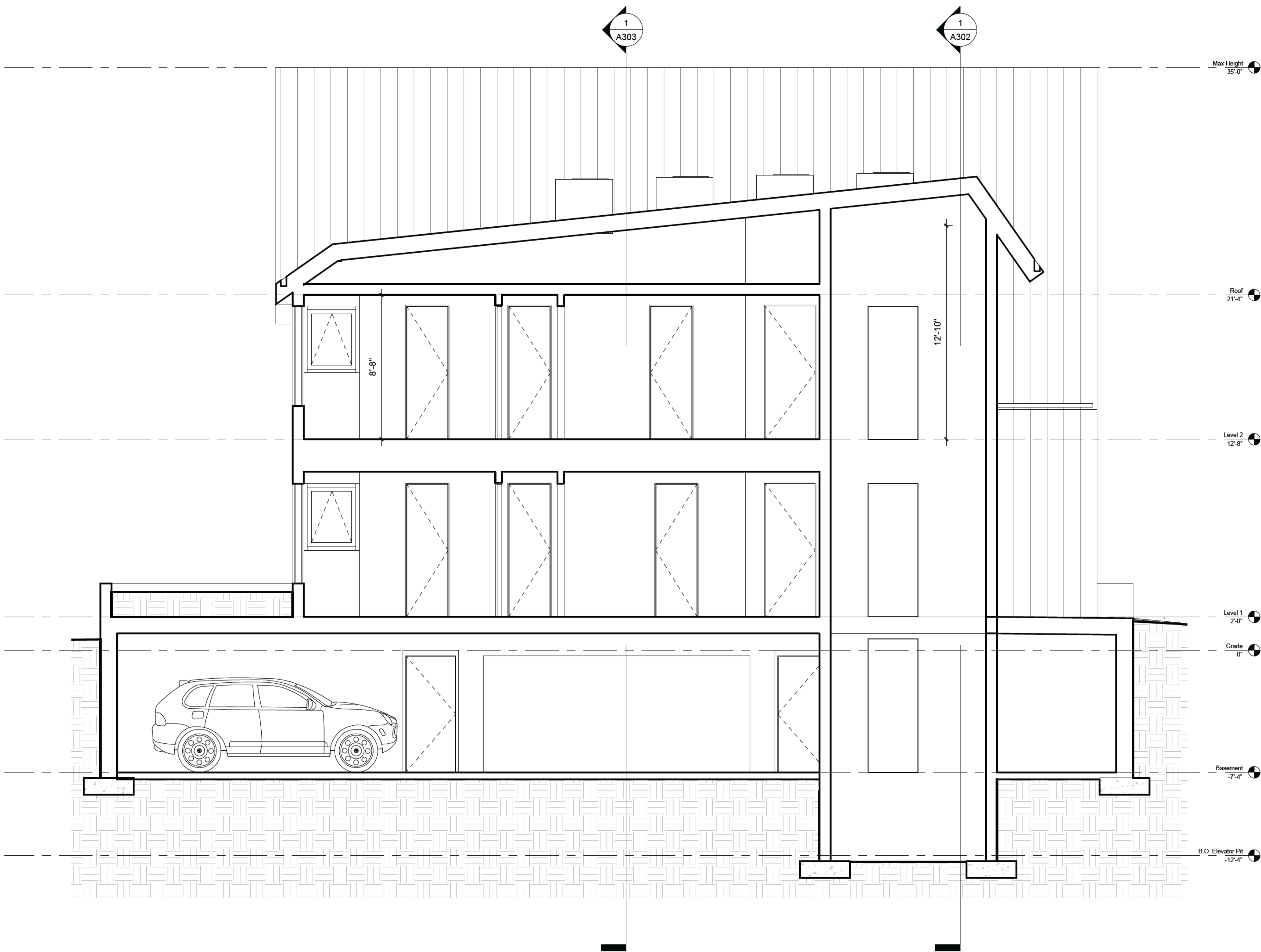
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A203









**1** Lateral Building Section (N/S)  
1/4" = 1'-0"

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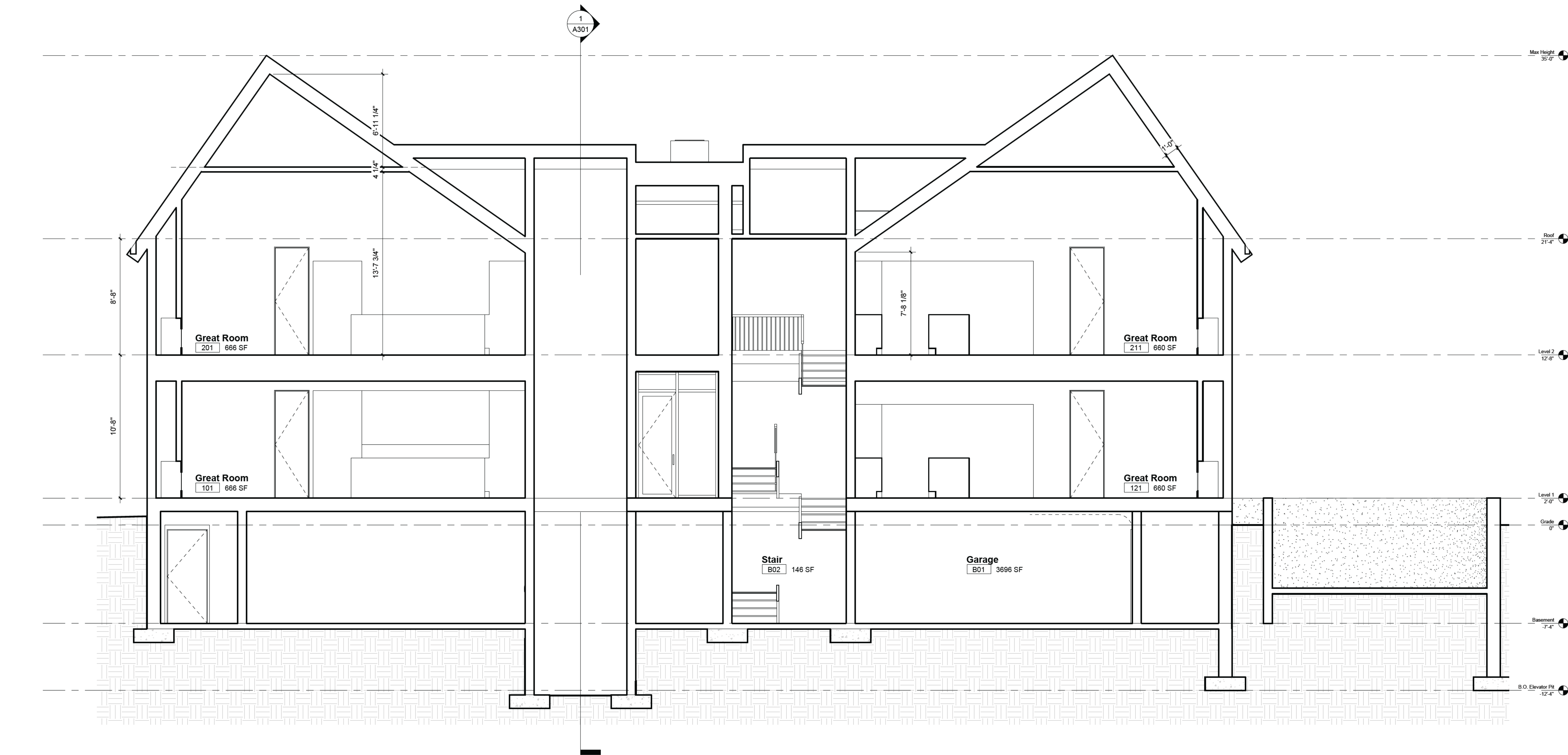
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| Cherry / Linden Homes            |
| 455 Linden Street, Winnetka      |
| Owner:                           |
|                                  |





1 Longitudinal Section  
1/4" = 1'-0"

| #           | Date | Description |
|-------------|------|-------------|
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Project Name:

Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

Building Section

A302





1 Longitudinal Section  
1/4" = 1'-0"

| #           | Date | Description |
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Project Name:

Cherry / Linden Homes  
455 Linden Street, Winnetka

Owner:

Building Section

A303



## Attachment B – Photographs of Area Properties



**761 Cherry Street (multi-family residence to east)**



**465-477 Linden Street (multi-family buildings to north)**





**458 Linden Street (single family home to west)**



**770 Cherry Street (single family home to south)**





**788 Cherry Street (single family home to southwest)**



**745-751 Cherry Street (townhomes to east)**





**466-476 Linden Street (townhomes to northwest)**



The Village of

# Winnetka

## Design Guidelines



*Village of Winnetka, Illinois*

### Design Guidelines

#### Building and Architecture

##### **I. Contextual Design**

Commercial, mixed-use, institutional and **multiple-family development projects** should reflect an understanding of the immediate site surroundings and the village-wide character. Contextual design reflects existing features including massing, height, setbacks, proportions, scale, roof forms, materials, articulation, lighting, signs and awnings while creating appropriate architectural design.

The prevalence of the English Tudor style throughout the Village dictates smaller structural bays and massing, limited building heights, variety in roof forms, mix of materials and special attention to detailing and fenestration proportions and patterns. It is not the intent of these guidelines to recreate traditional architectural styles that do not allow for contemporary architectural designs or materials, but to provide a framework within which good design can flourish in context and enhance the existing Village character.

##### **II. Uses**

The three districts have a mix of uses that includes commercial, mixed-use, institutional and multiple-family facilities.

Exclusively commercial buildings make up a small percentage of the structures within the districts. They are typically single-story buildings that house a single retailer with on street frontage and a large expanse of storefront. These buildings are strongly horizontal with large sign bands and varying stylistic detailing.

Most buildings in the commercial districts are mixed-use. The architectural designs are based on a traditional two-part structure with retail on the ground floor and offices or residences above. The facades clearly separate the two uses through changes in materials and wall plane as well as changes in fenestration, with large glass storefronts on the street level and punched windows above creating a hierarchy of public versus private spaces. In select locations, where large or awkward site geometry suggest, alternatives to the existing mixed-uses may encourage the use of first floor courtyards or pedestrian ways instead of uninterrupted commercial space.

Institutional buildings include a wide variety of building types and uses such as civic buildings (Village Hall), schools, libraries, churches, recreational facilities and utilitarian public works facilities. Most institutional structures located within the Elm Street District are designed in the Classical Revival, Contemporary or Georgian styles. Most schools and churches are located within residential neighborhoods. Typically, institutional structures are freestanding and larger in scale as they represent unique aspects of community life: governmental, religious and educational. The design of institutional buildings, whether new or an alteration to an existing building, should reflect the context of their immediate surroundings and respect the existing neighborhood while identifying their function.

*Design Guidelines*

Multiple-family buildings are structures limited to residential use only including condominiums, townhomes and apartment buildings.

### III. Historic Buildings & Building Elements

Although the Village of Winnetka developed from a plat recorded by Charles E. Peck in the 1850's, many of the commercial structures in the main shopping districts were built during the 1920's. Future project designs should reinforce the established character, massing and scale. New developments and alterations are encouraged to incorporate historic building elements and forms from adjacent structures in order to maintain a cohesive district. (See figures 9, 10, 11, 12, 13)



Figure 9



Figure 10



Figure 11



Figure 12



Figure 13

### Village of Winnetka, Illinois

#### IV. Style(s)

In Winnetka, a variety of architectural styles has flourished, the most common of these are:

- a. **English Tudor.** The most prominent Winnetka architectural style is characterized by a mixture of materials, medieval detailing, human scale and proportion. A typical commercial building has a heavy masonry base with the upper floors articulated by timber and stucco bays and punched windows. Most of the Tudor buildings range from 1-½ to 2 -½ stories in height. The top story is usually concealed under a steeply pitched roof interrupted by cross gables and dormers. (See figures 14 & 15)
- b. **Georgian.** Several prominent institutional buildings reflect the Georgian style, which is characterized by a symmetrical facade, hipped roof with gabled entry, classical detailing and the use of quoins to articulate the corners. Georgian buildings are generally constructed of brick with limestone detailing. The fenestration pattern on Georgian buildings is typically small stacked punched openings with double-hung, divided-light windows. (See figure 16)
- c. **Art Deco.** Art Deco is a style of decoration consisting largely of low-relief geometrical designs of straight lines, zigzags, chevrons and stylized floral motifs. The style is a conscious expression of modernity and the machine age. Exterior architectural materials vary from smooth faced concrete and stone to metal, terra cotta and glass. Predominant Midwest Art Deco buildings, as exemplified in Winnetka, are built of dressed limestone and are generally horizontal, most often single story commercial structures with low-relief stylized designs at the sign band. (See figure 17)



Figure 14 English Tudor



Figure 15 English Tudor



Figure 16 Georgian



d. **Dutch Colonial.** Dutch Colonial shares some common elements with English Tudor most notably the roofline. Most colonial buildings range from 1 ½ to 2 stories and have a steeply pitch roof with a gable or dormer interrupting the roofline. Dutch Colonial buildings are usually constructed of brick with simple abstract detailing. (See figure 18)

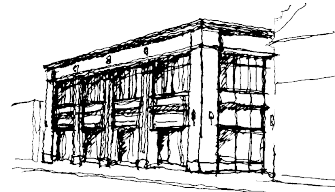


Figure 17 Art Deco

e. **Contemporary.** Contemporary architectural styles include buildings that were built within the past forty years and vary greatly in design, materials and detailing. They range in height from 2-½ to 4 stories. Many have not reflected Winnetka's character in terms of scale or design. The more recent contemporary buildings incorporate historic elements into facade articulation. (See figure 19)



Figure 18 Dutch Colonial

## V. Building Mass

Massing of a building should acknowledge the size of adjacent structures. Any changes in massing should relate to the primary and secondary building facades, the structural bay rhythms and the hierarchy of the use of the building. Massing of additions should respect the existing building volumes and contribute to the identity and hierarchy of the original building.



Figure 19 Contemporary

a. **Setbacks:** Setbacks are defined as the relationship of the facade to the property line. Upper level setbacks on the primary and secondary street fronts are not allowed except as indicated below.

**Commercial and Mixed Use:** A continuous "streetwall" along primary commercial thoroughfares should be provided and building facades should be located to create this uniform setback. While commercial zoning standards provide for front setbacks of up to 3 feet, new developments should align with adjacent buildings along the property line. In the Indian Hill Business District, restricted sidewalk widths may warrant a setback of 1 to 3 feet, to be evaluated on a case by case basis. Setbacks should be provided where appropriate to enhance landscaped areas and/or widen restricted sidewalks to provide appropriate widths. The main facade should be orientated to the primary commercial thoroughfare.

Upper level setbacks, which create continuous open terraces, are not allowed on the primary facades. Small setbacks (such as 10'-0" maximum), no greater than one bay width (maximum 20'-0") with a continuous roof eave line, will be considered on upper floors only. The ratio of upper level setbacks must be considered with regard to the building's proportions and scale. No continuous upper level setbacks or corner setbacks will be considered.

Roof gables should be in the same plane as the primary building facade except for the 6"-12" projections allowed under Section VI.c, Articulation. Roof eaves should meet and project beyond the primary facade to create horizontal rhythm. (See figure 20) Buildings located on corner sites should hold the property line or "streetwall" at the intersections of both thoroughfares. Slightly rounded or angled building corners at intersections are acceptable to enhance the pedestrian flow and visibility.

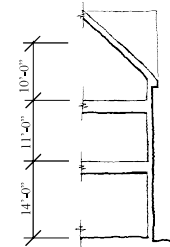


Figure 20

**Institutional:** Institutional buildings are located throughout the village in various zoning districts and are most often freestanding structures. They frequently function as a transitional element between zoning districts. If an institutional building is located within a commercial district, the mass of the building is encouraged to break from the "streetwall", creating open public space, establishing the hierarchy of the building within its context and creating both a focal point and a visual relief within the commercial district. Additions to existing institutional structures should respect the established setbacks of the original building and should be sensitive to the context of the surrounding zoning area, particularly residential neighborhoods.

**Multiple-family Residential:** Multiple-family residential buildings are generally located along Green Bay Road, creating a transition between a commercial thoroughfare and single-family residential zones. The B-1 and B-2 multiple-family residential zoning districts call for a 25'-0" front yard setback whereas multiple-family buildings within the C-1 and C-2 zones require a 1'-0" to 3'-0" setback. New multiple-family developments occurring at the edge of the C-1 and C-2 districts should have a front yard setback of 1'-0" to 6'-0" to create a transition between the commercial and residential districts. The primary facade should be located on the main thoroughfare for all zoning districts.

b. **Height:** Existing building heights in the commercial districts vary between single-story commercial buildings to 3-story mixed-use and institutional structures.

**Commercial and Mixed Use:** The existing building heights are consistent at 2-3 stories within the heart of the commercial district. Buildings of this height are appropriately located within dense pedestrian districts and along Green Bay Road whereas buildings of 1 and 2 stories function well as transitions to single-family residential areas. Single-story buildings are appropriately located along the automobile-oriented south end of Green Bay Road at Indian Hill. Based on existing building heights, new buildings or building additions should have transitional elements or bays such that the new building height will not vary more than ½ story lower than the immediate adjacent buildings while complying with the requirements of the zoning ordinance. (See figure 21) The current zoning restricts all building heights to 2 ½ stories within the B and C zoning districts.

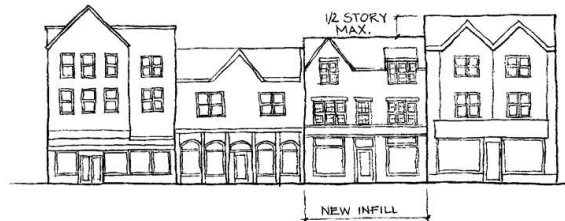


Figure 21

**Institutional:** The height of institutional buildings will vary depending on the use and location of the structure. Institutional buildings located within the commercial zoning districts (C-1 and C-2) are typically more monumental in scale and massing, and the minimum height to the eave line or parapet should not be less than 30% of the length of the primary facade or 25 feet, whichever is greater. The maximum height must conform to the existing zoning requirements. The height of institutional buildings located in the multiple-family (B-1 and B-2) or single family (R-1 through R-5) zones should be sensitive to the surrounding buildings and must conform to the existing zoning requirements. Additions to existing facilities should respect the existing heights and not differ from the established eave line by more than ½ story. Additions and alterations should be sensitive to the context of the surrounding zoning area.

**Multiple-family Residential:** Many of the older multiple-family residential buildings are built to the outdated zoning standard height of four stories, whereas the height of recent and new multiple-family developments is limited to 35 feet and 2 ½ stories.

- c. **Roof Forms:** Roof forms contribute to the massing, scale and proportions of all buildings. Manipulation of the form can help distinguish between residential, commercial and institutional structures. Sloped roof systems, while containing the commercial ½ story defined by the zoning ordinance, should have eave lines that extend to the perimeter of the building eliminating upper story setbacks at the primary elevation. The continuous length of any roof on a primary facade should be limited to

20'0", without a break in plane using dormers, gables or hip roofs. These should be designed in conjunction with the Vertical Rhythm, Section VIIb.

**Commercial and Mixed Use, Multiple-family Residential:** The predominant roof form within the districts is a pitched shingle roof with cross gables, projecting eave line and brackets reflecting the structural bay rhythm of the building. Variations of the gable and roof pitch contribute to the general breakdown of the building mass and contribute to the steady streetwall rhythm. No roof pitch is to be greater than 60 degrees (21:12) or less than 35 degrees (8:12). (See figures 22 & 23)

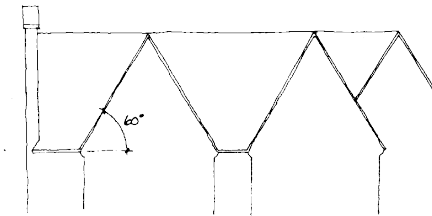


Figure 22

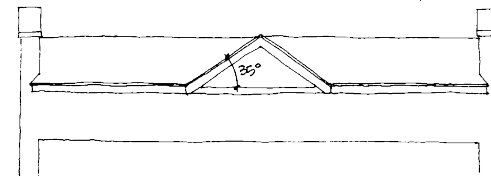


Figure 23

**Institutional:** The roofs of the institutional buildings should have shallower sloped roofs than the commercial structures and be composed of basic gable, hipped or flat roofs. The pitch of sloped roof systems should range between 25 degrees (6:12) and 45 degrees (12:12). Contextual sloped and gabled roofs are preferred. Flat roof systems must be concealed from view by a decorative parapet. The roof structures should not break up the mass of the structure, but emphasize overall volume through a uniform ridge, eave or parapet line. A cross or open gable can be introduced to provide hierarchy to the facade and identify the entry or wings. Additions to institutional structures should respect the existing roof form and slope, however, the height of the ridge, eave and parapet line can vary per the height restrictions outlined in Section V.b. (See figures 24 & 25)





Figure 24

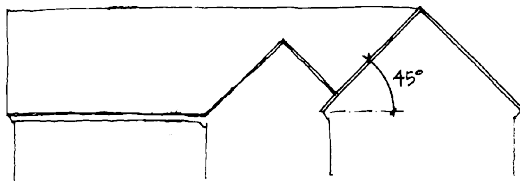


Figure 25

## VI. Proportion/Scale

Winnetka's original 1920's comprehensive plan was designed before the prevalence of the automobile and therefore was pedestrian oriented. Although the automobile dominates life in the 21<sup>st</sup> century, it is the intent of the Village to retain a positive pedestrian experience within the Village commercial centers. The character of the Village requires that a pedestrian balance be retained and encouraged. Unless noted otherwise, any alteration to the commercial districts must be designed to fulfill this goal.

- a. **Horizontal Rhythm:** The breakdown of the building facade into horizontal bands provides human scale and proportion to the facade. The relationship of horizontal banding among buildings can unify the street elevation.

**Commercial and Mixed Use:** The commercial district must convey the hierarchy of the pedestrian experience through the development of horizontal rhythms. The height of the street level elevations (floor to floor) should be 20% greater than the upper floor to floor dimensions. A building base, middle and top should be strongly articulated through materials, details and changes in the plane of the wall. The retail storefront facade should be differentiated from the facade of the upper stories. (See figure 26) The street and storefront facade should be horizontal, contiguous and harmonious with the adjacent and facing structures. Storefront systems, awnings, and entrance doors should be selected to be harmonious and similar to the adjacent buildings' scale and proportion.



Figure 26

**Institutional:** Institutional structures such as civic buildings and churches convey hierarchy through larger massing, scale and proportion. The base of the building should be articulated separately from the upper floors to give the building weight and an appearance of solidity, reliability and endurance. The height of the first floor should be a minimum 20% greater than the height of the upper floors. To add to the formality of an institutional structure, an elevated first floor should be considered while complying with Federal and State ADA requirements (refer to Section VII.f). Additions to existing structures should respect the existing horizontal rhythms in order to maintain and enhance the original scale and proportion of the structure.

- b. **Vertical Rhythms:** The breakdown of the building facades into vertical bays creates a sense of progression and scale to the streetwall as well as individual buildings. Vertical rhythms break down the length of a building while unifying the floors from grade to eave. Fenestration patterns will emphasize the vertical rhythms, see Section VI.d.

**Commercial, Mixed Use, Multi Family Residential:** Facades are to be articulated to express a vertical rhythm that is directly related to the structural columns and bays. Structural bays should not exceed 20 feet in width.

Structural elements and bays should be architecturally articulated on the facade to add interest, scale, proportion and detail. Structural bays should be recessed and/or projected approximately 6"– 12" to provide a variety of changes of plane, interest in light and shadow and to establish a hierarchy with the architectural elements. Some variation of facade materials from bay to bay is encouraged. No building facade that faces a street or pedestrian open space may have a blank uninterrupted length greater than 20 feet.

**Institutional:** The scale and proportion of institutional buildings should be appropriate to the function and use of the building. The scale of prominent civic buildings such as a village hall or central library would differ from a recreation

center. The facades of prominent civic buildings are to be articulated so as to distinguish them from their context. Emphasis of the vertical rhythms and structural bays should be minimized to provide a larger building mass to establish the hierarchy of the building. Vertical rhythms should reinforce the importance of the structure with 1 to 10 foot projections restricted to larger building masses that span 40-60 feet. The large-scale change in mass will establish hierarchy within the building facade. (See figure 27) Educational, recreational and public works facilities located near or adjacent to a residential district, should provide a contextual design sensitive to the neighborhood.

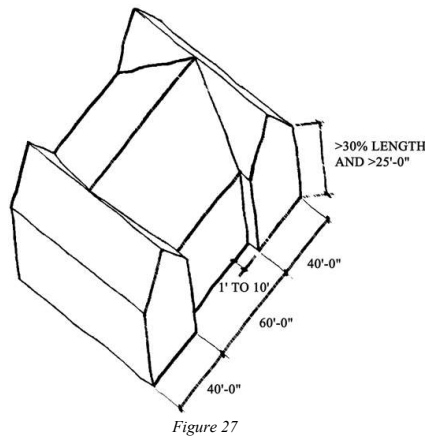


Figure 27

- c. **Facade Articulation:** Articulation is achieved through the combination of materials, introduction of detailing and changes in plane of the facade.

Commercial, Mixed Use and Multiple-Family Residential: Facade elements should be recessed and/or projected to provide a variety of changes of plane, interest in light and shadow and to establish a hierarchy with the architectural elements. Building facades are to be proportioned to respect human scale and the existing prevalent scale of the Village's architecture. No building facade that faces a street or pedestrian open space should have a blank uninterrupted length of wall greater than 20 feet. In addition, the proportion of the fenestration should comply with Section VI.d.

Commercial and Mixed Use: Ground floor /storefronts that face public streets, adjacent development or pedestrian open space should be subdivided using fenestration along no less than 60% of the facade.

Institutional: Civic and religious institutional buildings tend to be larger and the facade articulation should be restrained so that the massing is emphasized. Vertical rhythm should be created by the articulation of stacked windows and doors.

- d. **Fenestration:** The pattern of wall penetrations is created by window and door openings.

Primary facades are defined as facades facing a street or pedestrian open space.

Secondary facades are defined as facades facing pedestrian parking areas or alleys.

Windows should be recessed back from the overall plane of the building facade at the window head and sill to create additional articulation and shadow.

Strip windows are not allowed.

Commercial and Mixed Use: In order to provide a desired proportion of fenestration the following guidelines should be met:

Primary facade: At least 60% of the first floor facade is to be windows/storefront or entrances. (See figure 28) At least 25% but no more than 40% of the upper floors are to be windows or doors. (See figures 29 & 30) Note: Percentage is based on the total facade square footage, which is calculated from the top of the first or ground floor to the top of second floor.



Figure 28



Figure 29



Figure 30

Secondary facades: At least 25% of the first floor facade is to be windows/storefront or entries. At least 25% of the upper floors are to be windows or doors. Note: Percentage is based on the total facade square footage, which is calculated from the top of the second floor to the underside of roof eave.



**Institutional:** Since most institutional buildings are freestanding and larger in scale, the fenestration pattern does not vary much between the primary and secondary facades. To provide a desired proportion of fenestration and to promote an appearance of solidity:

**Ground floor facade:** Windows or doors should interrupt 25% but not more the 50% of the wall area. Uninterrupted wall area should not extend for more than 20 feet without the introduction of blind niches or windows. Note: Percentage is based on the total facade square footage, which is calculated from the top of the first or ground floor to the top of second floor. (See figure 31)



Figure 31

**Upper floor facades:** At least 20% but not more the 50% of the upper floor's wall area should be interrupted by windows. Uninterrupted wall area should not extend for more than 20 feet. Note: Percentage is based on the total facade square footage, which is calculated from the top of second floor to the underside of roof eave. (See figure 31)

**Multiple-family Residential:** In order to provide a desired proportion of fenestration the following guidelines should be met:

**Ground and upper floor facades:** At least 35% but no more the 60% of the facade should be windows or doors.

- e. **Hierarchy:** The prioritization of certain building masses, components or elements over others.

**Commercial and Mixed Use:** The hierarchy of public over private spaces should be conveyed by the facade. Public or retail spaces should be open and inviting through the introduction of storefronts with doors integral to the system. Private or office/residential spaces should have a separate entrance articulated independently from the storefront. (See figure 32)

## Village of Winnetka, Illinois

**Institutional:** The primary facade should have a distinct public main entrance.

**Multiple-family Residential:** Multiple-family residences should have a distinct and articulated common entrance on the main facade(s). Town homes should have individually articulated entrances.



Figure 32

## VII. Articulation

- a. **Entries:** Proportion, scale, location and details should be used to differentiate public entrances from private or semi-private entrances at all uses.

### 1. Hierarchy

**Commercial, Mixed Use and Institutional:** The identity of the public entrance should be evident from the public way and differentiated from the semi-public and private entrances. Public entries should have a large-scale approach and be open and inviting whereas semi-public and private entries are integral to the adjacent building facade and more opaque.

**Multiple-family Residential:** Proportion, scale, location and details should be used to differentiate common entrances from private entrances.

### 2. Location

**Commercial and Mixed Use:** Public entrances should be located along the main thoroughfares and at corners. Private or semi-private entrances should be located either to the side of a single bay building or centrally for a multiple bay building.

**Institutional:** Public entrances, both main and secondary, should be located in a central location on the main facade or along major access routes or vistas. Services entrances should be remotely located from the open public space and not visible from the main public approach.

**Multiple-Family Residential:** Common entries will be oriented toward the main street or thoroughfare. Garage entrances should be oriented toward a secondary street, alley or away from the pedestrian way.

### 3. Detail

**Commercial and Mixed Use:** Typically, private or semi-private entrances should have a predominately solid door and be set in a masonry opening nearly flush to the building facade whereas the public or storefront doorway should be recessed and have an awning so as to provide protection from the elements for shoppers. Building entrances can be further defined by using subtle streetscape improvements such as pavers. Residential entrances should be clearly identified and dignified.

**Institutional:** Generally the public entrances are detailed to stand out on a facade through the use of articulation and location. In order to be open and inviting, public entrances should incorporate larger expanses of glass than secondary entrances.

#### b. Window and Door Fenestration:

**Commercial, Mixed Use, Institutional and Multiple-family Residential:** Punched single or ganged windows are required at upper floors but not allowed at street level on primary facades in commercial buildings. A combination of ganged and single units within the punched opening is encouraged to provide hierarchy to the facade. It is encouraged that the sill height of upper level windows align with adjacent buildings but should not be higher than 30" above finish floor elevation. See Section VI.d. Mullion and muntin divisions are required to maintain the scale of the districts and reduce large expanses of glass at the upper floors. (See figure 33) Strip windows are not allowed.



Figure 33



Figure 34

**Commercial and Mixed Use:** Storefront windows are required in commercial buildings on the primary facade at street level. Storefront windowsill heights cannot exceed 18". Secondary facades are encouraged to provide punched display windows to define the hierarchy of the primary facade over the secondary. (See figure 34)

**Mixed Use and Multiple-Family Residential:** Bay windows are allowed on upper stories of mixed-use buildings if the upper floors are designated residential and on upper stories of multiple-family residential buildings. Bay windows are to project a maximum of 12". (See figure 35)



Figure 35

#### c. Building Lighting

**Commercial, Mixed Use, Institutional, Multiple-Family Residential:**

1. Exterior Uses and Types: Exterior building lighting should be carefully designed. Incandescent and low voltage lighting may be allowed. Fixtures should be contextual with the building and adjacent building design. Building lighting should focus on providing light on building signs and enhancing architectural details on the facade. All lighting shall be located and shielded from direct visibility from any dwelling or public street per the Winnetka Village Code. Wall lanterns and architectural highlighting should be considered. Sodium and fluorescent lighting is not allowed. (See figures 36 & 37)
2. Sign Illumination: Signs located within 100 feet of the boundary of any residential zoning district may not be illuminated, per the Village Code.
3. Interior: Fluorescent lighting with exposed fluorescent lamps is discouraged in street-level interiors where visible from the public way.



Figure 36



Figure 37



#### d. Building Signage

Commercial signs should reflect the character of the building style, while expressing each store's individuality. There are several prominent sign styles that are appropriate to Winnetka: surface mounted, pin-mounted, interior, decal and projecting blade signs. Sign materials are limited to painted wood, canvas, architectural glass and metal. Sign color must harmonize with the building upon which it is mounted and adjacent structures. Background colors for the body of the sign are limited to earth tones and primary colors, whereas pastels, neon and secondary colors are not allowed. Lettering color can be unique to the image of the retailer/user. Metal sign and plaque material such as brushed bronze, antique bronze, aluminum, stainless steel and painted cast iron or similarly appearing materials are preferred. Highly reflective metallic signs are not allowed. Signs should be lit by marquee or spot lighting; neon lighting is not permitted. Spot lighting should be minimal and unobtrusive and, per the Village Code, the source of illumination shall not be visible from any street, sidewalk or dwelling. Simplified industrial light fixtures are not permitted. Contextual solutions are recommended. The majority of the signs will be mounted within the building's sign band, defined as the wall area located above the ground floor storefront opening and below the second floor windowsill, and is located a minimum of 8'-0" above grade and a maximum of 15'-0" above grade.

Signs must comply with the general provisions of the Winnetka Sign Ordinance as well as design provisions contained within these Design Guidelines.

1. Surface mounted commercial signs are either fabricated from painted wood or cast metal plaques and are to be mounted within the sign band or within the storefront transom. The height of the sign is restricted to 75% of the area of the sign band or 14 inches - whichever is less. The sign band of a building consists of the area located above the ground floor storefront opening and below the second floor windowsill, and is located a minimum of 8'-0" and a maximum of 15'-0" above grade. Refer to figures 28, 29, and 30 for location. Surface mounted or pin-mounted signs are not permitted on secondary elevations without a defined sign band.
2. Pin-mounted commercial signs consist of reverse channel, cast metal and flat cut metal letters mounted above the storefront in the masonry sign band or suspended in front of the storefront at the transom or recessed entry. The size of the lettering is restricted so that the height of the letters does not exceed 75% of the height of the sign band or 14 inches - whichever is less. The length of the lettering is to be contained within 75% of the length of the sign band. (See figure 38)



Figure 38

3. Interior signs floating independently are set behind the glass either at the transom or at the sill of the storefront and are lit from a separate source. This sign must adhere to the size limitations of the decal signs. (See figure 39)
4. Decal Signs are defined as painted or vinyl transfer letters and numbers. Decal signs can be mounted within the transom and at the lower section of the storefront window area so as not to interfere with the merchandising. The decal sign area at the lower section of the window can occupy up to 10% of the glass area of a single pane. Decals mounted at the transom are restricted to 50% of the area of the transom. Decals located at the lower section of the main display area are to be limited to 6" in height unless they contain store operation hours, which are restricted to 2". (See figure 40)
5. Projecting blade commercial signs can be round, square or vertical, mounted from the face of the building at the second floor level between the windows or at the head of the storefront and are oriented to pedestrian scale. The signs are to be mounted on fixed hardware; no swinging or chain-mounted signs are allowed. The dimensions of the sign are not to exceed 6 square feet (36" high and 24" deep) (See figure 41). If illuminated, the signs should be lit with an unobtrusive light source.

Figure 39



Figure 40



Figure 41

6. Incidental wall signs such as building management identification and directory signs should be integrated into a single sign and be constructed of brushed bronze, antique bronze or painted cast iron. Such signs should not be placed on the prominent street front facade and should be directed to public residential entries.

**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.



## 2. Screening

For at-grade equipment screening, see Sections IX.a (p.26), X.c.9 (p. 33), and XI.d.5 (p.57).

Mechanical equipment located at grade should be screened from view with a fence or wall that is constructed of the same materials as the adjacent building. Rooftop equipment that cannot be located out of view should be screened by walls constructed of materials sympathetic to those of the primary facade.

## VIII. Materials

Building materials throughout the districts consist primarily of masonry and stucco. The existing buildings currently have a good palette of colors, textures and material mixes from which new materials should be selected. The masonry palette consists of wirecut, smooth and textured modular brick and rough-face and dressed limestone veneer. Rough-faced limestone should be limited to accent or base pieces only. The brick color palette should be restricted to those present in the district but can vary in color from reds to yellows and have varying levels of iron spotting. Pink or orange brick is not allowed.

English Tudor buildings obtain some of their character from the mix of materials used in the upper floors. Creative use of material combinations is encouraged to break up the massing. The number of facade colors should be minimized to maintain unified districts – white and cream stucco with reds and browns, emphasizing earth tones and eliminating saturated colors.

**Commercial and Mixed Use:** Acceptable materials include modular brick, rough-faced or dressed limestone and exterior grade stucco with wood trim. Wood, aluminum or vinyl siding, metals, rough/random lannon stone, concrete block (split face or smooth) and glassblock are not acceptable materials. EIFS may be allowed if the location is limited to the second floor facades or higher and the finish and articulation are acceptable. The finish of the EIFS must resemble exterior grade stucco of the historic English Tudor buildings in the Village.

**Institutional:** Institutional buildings are encouraged to have monochromatic material selection such as modular brick, or rough-faced or dressed stone. Wood, aluminum or vinyl siding, metals, rough/random lannon stone, concrete block (split-face or smooth) and glassblock are not acceptable materials. EIFS may be allowed if the location is limited to the second floor facades or higher on secondary facades only and the finish and articulation are acceptable. The finish of the EIFS must resemble exterior grade stucco of the historic English Tudor buildings in the Village.

**Multiple-Family Residential:** Acceptable material for multiple-family structures includes modular brick, limited areas of dressed limestone, and exterior grade stucco with wood trim. Wood siding is allowed on secondary facades on upper floors only. Aluminum or vinyl siding, metals, rough/ random lannon stone, concrete block (split face or smooth) and glassblock are not acceptable materials. EIFS may be allowed if the location is limited to the second floor facades or higher and the finish and articulation are acceptable. The finish of

## 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)

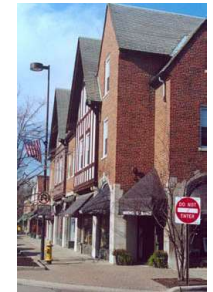


Figure 44

#### 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

*Village of Winnetka, Illinois*

Garage doors should be designed to replicate stile and rail paneled doors if they are in view of the public or pedestrian way. The doors can be constructed of wood. Overhead rolling doors are allowed.

**IX. Service, Secondary Facades and Parking Structures**

- a. **Service Areas:** Service areas allow for loading zones and dumpster placement. Commercial, Mixed Use, Institutional, and Multiple-Family Residential: Service areas are to be located off secondary streets or alleys out of public view. If a service area is visible from the public view, the service area is to be treated with screening approximately 6'-8' tall to match adjacent building elevations.
- b. **Secondary Facade(s):** Fenestration of secondary facades should comply with Section VI.d. When a secondary public entrance is located off a parking area or alley, the alley is to be treated as an extension of the public walkway, and the building entrance is to be articulated to differentiate it from private or semi-private entrances.
- c. **Parking Structures:** As new developments occur within the business districts, multiple-family residential and institutional areas, parking structures may be incorporated into their designs in order to meet parking needs. Parking structures should be located remotely from primary streets and should not be visible from the public way. All parking structures should provide a safe and pleasant pedestrian entrance and exit from the structure. Parking structures servicing the commercial districts should integrate into the surrounding architectural fabric. Structures serving residential buildings should relate to the architectural fabric.

Parking structures at a commercial development should be incorporated into the design of the development so that they blend into the building's architecture, scale, and surrounding streetscape context. Integrated parking structures should provide a seamless and non-evident appearance of parking. Their scale and mass should be compatible with the standards set forth in these design guidelines. Building materials, details, and articulation should be consistent with that of the overall development and surrounding context when visible from the public way.

Adequate vehicular and pedestrian access into the structure, ADA compatibility, safety, lighting, and ventilation issues must be addressed.

Please see Vehicular Zone Landscape in Section XI.d for information on parking structure landscape requirements.

**1. Massing:** The parking structure should comply with the general commercial and mixed-use building massing guidelines (Section V) with the following exceptions. The parking structure should contribute to the continuous "streetwall" along the primary thoroughfares and respect the adjacent setbacks of existing buildings. Heights of the parking structure are delineated in this guideline under Parking Lot Standards. Freestanding residential parking structures should be adequately screened from view.

**2. Proportions and Rhythms:** Parking structures are to conform to the general commercial and mixed-use proportions and scale guidelines as outlined in Section VI.



The horizontal and vertical rhythms of the structure should enforce the rhythms established by the immediately adjacent and facing structures in order to unify the streetwall. Structures abutting a primary or secondary way should maintain a screen wall with a maximum of 20% openings and a maximum frontage at grade of 30 feet. Parking structures with street frontage that exceeds 30 feet should incorporate sales tax generating uses at the ground level so that the streetwall continues to offer the pedestrian shopping experience. The storefront at the sales tax generating use should comply with the General Commercial and Mixed-Use Guidelines. Off the primary and secondary streets, the parking structure expansion is limited by the current zoning ordinance. Parking structures serving residential units should also contain a screen wall and conform to the general **multiple-family design guidelines**. Freestanding parking structures should not exceed 14 feet in height above adjacent average grade or top of curb to the upper parking deck.

**3. Articulation:** The pedestrian entrance should be clearly articulated independent of the adjacent screen wall. The first floor screen wall should display the proportions and rhythms as indicated above while incorporating appropriate articulation. Shallow blind niches and recesses as well as expressed columns are encouraged to break down the screen wall and provide scale. Integral way-finding signs, street furniture, trash receptacles, newspaper corrals, drinking fountains and public art are encouraged as design elements at the screen wall.

**4. Materials:** The parking structure must be clad in the materials palette identified in Section VIII. Monochromatic or limited material combination is encouraged to downplay the hierarchy of the structure. Exposed concrete facades are not permitted, although cast stone accent and cladding materials units are acceptable. Parking structures serving residential units must apply creative material selection per the general **multiple-family design guidelines**. Material selection may be limited to less expensive material when not visible from the public way.

## Public Spaces/Streetscapes

### GENERAL GUIDELINES

#### X. Pedestrian Zones and Pedestrian Circulation

As part of Winnetka's Business Districts, **Multiple Family Residential** and Institutional areas, the pedestrian-friendly character of the streetscape lends to the charm and ambience of these districts. Elements that are characteristic of a pedestrian-oriented street include narrow rights-of-way, numerous storefronts with display windows and a high volume of pedestrian traffic. Care should be taken to maintain and enhance these elements within Winnetka.

Attention should be paid to all existing streetscape/pedestrian zones and to ensure that those created, altered and amended by future developments continue to enhance Winnetka's pedestrian-friendly character. Special consideration must be given to enhancing and providing safe, efficient movement for these districts' users.

While the streetscape/pedestrian zone character differs in each district based on spatial and roadway limitations, these general guidelines should apply consistently to Winnetka's Business Districts, **Multiple-Family Residential** and Institutional areas.

#### a. Minimum Sidewalk Width Standards.

Where possible, the paved pedestrian zone must be next to retail store frontages and away from street edges or curb lines. This may not be possible in some multiple family/institutional areas where a landscaped parkway area separates the building from the sidewalk. A minimum 6 foot wide unobstructed pedestrian clear zone must be maintained in all districts. (See Figures 50 and 52)



Figure 50

When landscape elements are incorporated into pedestrian zones a paved 18-inch wide carriage walk must be provided between the back of curb and raised landscaping.

#### b. Minimum Sidewalk Material Standard.

The Village's sidewalk materials and pattern palette should be kept to a minimum of materials/designs. Decorative paver treatments should be used as described in the Streetscape Design Family of Elements.

#### c. Streetscape Elements.

An overall unified streetscape design that addresses pedestrian and vehicular zones should be established for the Village Business Districts, **Multiple Family Residential** and Institutional areas. Areas using streetscape elements, especially the Village's Business Districts, may have minor style variations in order to underscore that District's unique character.

Overall, a common streetscape theme, even with minor style variations, will promote a cohesive Village identity easily recognizable between the Business Districts, **Multiple Family Residential** and Institutional areas within the Village. This theme is expressed in the selected streetscape family, or palette, which is used in public, semi-public and private streetscape and open space areas.

The Village's streetscape elements (Table 1) should be placed in high traffic areas and grouped to provide the greatest public benefit (See Elements below). They should be coordinated and consistent along the street for a minimum of one block. All elements should be high quality.

Streetscape design for all development sites should be coordinated with the overall streetscape design of the districts or adjacent streets to reinforce a coordinated physical

character for the area. (See Appendix D: Action Items) For example, lighting for a new development's pedestrian plaza should be similar to the Village streetlights installed on adjacent district streets. Model names, colors, and suggested manufacturers for streetscape elements are listed in Appendix A.

Table 1. Family of Streetscape Elements (See Appendix A for manufacturer information)

- |                               |                                                |
|-------------------------------|------------------------------------------------|
| • Benches/Seating             | • Decorative Fencing                           |
| • Waste Receptacles           | • Newspaper Corrals/Screening                  |
| • Decorative Paving/Sidewalks | • Public Art                                   |
| • Decorative Street Lights    | • Public Signs/Community Wayfinding            |
| • Bicycle Racks               | • Decorative Water Features/Drinking Fountains |
| • Bollards                    |                                                |
| • Trash/Equipment Screening   |                                                |

**1. Benches/Seating:** New developments should find ways to include pedestrian seating into the overall site design and open space.

**2. Benches:** Benches should be placed in the parkway in unobtrusive locations and considered in private open spaces. They should be placed in higher intensity pedestrian traffic areas and/or to provide convenient seating opportunities. Benches with backs should be a 6-foot standard length and should conform to the Village Streetscape Elements Palette. (See Figure 51a) Benches should be incorporated into new multiple family and institutional use areas.



Standard Metal Bench



Standard Wood Bench  
Figure 51a

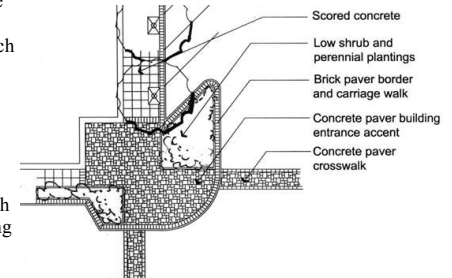
**3. Waste Receptacles:** Waste receptacles should typically be placed on each corner and possibly mid-block in high-pedestrian traffic areas within the business districts. Institutional uses should consider waste receptacles at discreet locations. Publicly accessible open spaces should provide the same model of waste receptacles. (See Figure 51b)



Standard Metal Trash Receptacle  
Figure 51b

**4. Decorative Paving:** Decorative brick pavers should be used along sidewalks, at corners, and/or in plazas to enhance the attractiveness of an area and to define pedestrian activity areas. Pavers should also be set into streets/driveways to define pedestrian crosswalks or special pedestrian zones. Such treatments are intended to reduce traffic speeds, connect pedestrian walkways, and enhance a site's attractiveness and physical character. Where decorative pavers are not used, concrete walks and plazas should include tinted coloration, designed scoring, and finishes to improve the appearance of such areas.

In new developments in the Business Districts, decorative brick pavers should be placed as a banding in combination with the concrete sidewalk. The Village encourages the use of brick pavers in high impact streetscape spaces such as building entries, plazas, corner pocket bump-outs and pocket parks.



Typical paver treatment for parkways, cross-walk, and building entrances

Patterns of sidewalk materials and pavers should be consistent with the surrounding character or should establish a character if none exists. In the Hubbard Woods and Indian Hill Districts, a combination of tumbled concrete pavers or clay pavers should be used (See Figure 51c). In the Elm Street Business District, the existing paver pattern should be continued utilizing



concrete Hollandstone pavers or an approved equal. Color of pavers shall match the existing pavers as close as possible. (See Figure 51d)



*New Paver combination for all areas other than East/West Elm Street Business District*

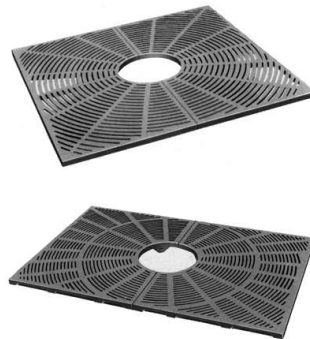


*All sidewalks/pedestrian areas shall be handicap accessible  
Figure 51c*



*Typical concrete brick paver treatment in East/West Street Business District  
Figure 51d*

**5. Tree Grates:** Tree grates should be used in parkway/pedestrian zones within the business districts where space limitations occur. (See Figure 51e and Pedestrian Zone Landscape Page 39)



*Standard (5' x 5') and Alternate (4' x 6') Tree Grate Sizes  
Figure 51e*

**6. Decorative Street Lights:** A selected Village lighting fixture should be consistent among each Village Business District, **Multiple Family Residential** and Institutional areas, and **along the Green Bay Road Corridor**. The fixture selected for these areas (See Appendix D and Figure 51f), shall also be used on major arterial streets within the Village to achieve a consistent Village-wide appearance. New development should provide street lighting that conforms to a Village street lighting plan on public rights of way or parkways that border the property.



*Standard Decorative Pedestrian Street Light and Pole Combination  
Figure 51f*

Lighting in the districts should be spaced equally at an appropriate distance to achieve desired light illumination levels set by a qualified lighting engineer. The current Village light fixture with the "Evanston" luminaire and decorative cast metal pole combination should be used. Mounting heights will vary in districts depending on final spacing and desired illuminant levels.. Pole mounting heights should generally be 12-14' tall. A color-corrected high-pressure sodium cut off horizontal luminaire system is specified. Sodium vapor and halogen lights are prohibited.

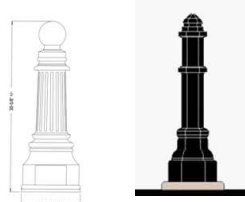
Lighting should enhance pedestrian areas with minimal glare onto adjacent properties/residential areas. Lighting should extend from the street into public, semi-public, and select private open space, vehicular use areas and publicly accessible alleys.

**7. Bicycle Racks:** Bicycle racks should be located in high bicycle traffic areas along pedestrian and vehicular zones. Racks should be sited so as to not impede on the pedestrian free zone or seating/gathering areas. Surface and structural parking lots should allocate spaces for bicycle parking. Publicly accessible open spaces should provide bicycle racks using the same or coordinating model style. (See Figure 51g)



Typical Bike Rack Figure 51g

**8. Bollards:** Decorative metal non-lit bollards should be incorporated at key locations to create a separation for safety between pedestrians and streets or driveways. (See Figure 51h)



Bollard design shall substantially conform with base of standard decorative street light Figure 51h

**9. Trash/Equipment Screening:** For all new developments and loading areas, dumpsters and outdoor utility equipment should be consolidated as much as possible and thoroughly screened with year round solid screening. (See Figures 77a&b for more information).

**10. Decorative Fencing:** Decorative metal and/or wood fencing should be used where appropriate to enhance and define open spaces, landscaped areas and building entrances. (See Figure 51i) Such fencing should not be more than four feet in height. Solid fencing should be avoided unless used for screening of service areas. Chain link fences are prohibited. Decorative metal fencing, using the Village standard, is encouraged along all public street frontages to obscure the view of surface parking areas.



Standard decorative metal fencing Figure 51i

**11. Newspaper Corrals:** Decorative newspaper corrals should be installed only at Metra stations to consolidate newspaper boxes and eliminate clutter. (See Figure 51j)



Example of a newspaper corral screen Figure 51j

**12. Public Art:** Public art can create a framework to organize open spaces, integrate building and landscape design or highlight a functional element such as a fountain. Where appropriate to new or existing developments in the Business Districts, Multiple Family Residential or Institutional areas, public art should be provided to enhance the Village's character and convey historical or social significance. (See Figure 51k)



**13. Public Signs/Community Wayfinding.** Consistent, well-designed and clearly interpreted community wayfinding signs should be installed throughout the business districts, multiple family, or institutional areas as needed. (See Village Signage)



Examples of Public Art/Sculptures Figure 51k

**14. Decorative Water Features/Drinking Fountains.** Drinking fountains should be considered for high pedestrian traffic areas or open spaces. The design should coordinate with the overall streetscape design theme and family of elements. (See Figure 51l) Decorative fountains that are proportionate to and appropriate with their surroundings are encouraged in open spaces. If used, fountain design should carefully consider maintenance and safety.



Standard drinking fountain Figure 51l



**d. Pedestrian Zone Landscaping.** Streetscapes within the Business Districts, **Multiple Family Residential** and Institutional areas should be designed to provide pedestrians with shade and visual interest. Providing adequate landscaping within the pedestrian zones is an essential element to maintaining and enhancing the Village's streetscape character. Irrigation and appropriate drainage are recommended for all landscaped areas, especially for raised planters. The following landscaping guidelines should serve as a continuation and supplement to the Village's on-going tree planting program in all public rights-of-way.

Existing and new developments should preserve existing trees and minimize disruptions through grade changes or installation of underground utilities and structures. Tree planting in the public way and/or on adjacent setbacks should extend and complement the existing street character or establish a character if none exists.

The existing landscape character in public parkway/streetscape varies with the Business Districts, **Multiple Family Residential** and Institutional areas. Overall, these characters should remain intact and be enhanced.

In general, the Business Districts' public parkway character is that of a paved streetscape pedestrian zone. Where widths of paved areas are wider than six feet, street trees are planted in either at-grade tree grates or raised curb planters. This condition should be continued in all new and existing developments within the Business Districts. The Village encourages the use of raised concrete planters with both street trees and understory plantings as outlined in these guidelines.

In general, **Multiple family Residential** and Institutional areas, public parkway character is that of a concrete walkway in conjunction with a planted parkway area. That parkway area width varies by location but is predominantly planted with street trees and a turf lawn area.

This condition should be continued with in all new **Multiple family Residential** and Institutional areas.

**1. Plant Palette:** An approved Village plant palette is included in these guidelines for reference. (See Appendix B) The Village encourages a variety of species, sizes, and types of plant materials that provide appropriate impact/coverages as well as seasonal interest. Plants selected by the Village on this list are chosen for their hardiness, disease resistance, ease of maintenance and character.

**2. Parkway Widths:** Within the Business Districts the sidewalk widths between the curb and building line range from five to as much as 15 feet. **Multiple Family Residential and** Institutional areas typically have five-foot wide sidewalks with associated green parkway areas. Along Green Bay Road, sidewalks currently range from five to six feet in width (See Appendix D).

Sidewalk areas in new developments should maintain a minimum pedestrian clear zone of 6 feet in combination with landscaping and streetscape amenities where space permits. The parkway width will determine the type of streetscape enhancements feasible in that area while maintaining the necessary six-foot wide pedestrian clear zone. (See Figure 52)

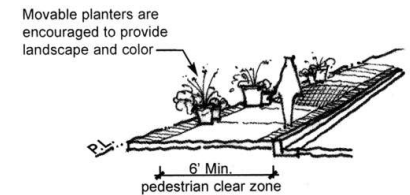
Typical Parkway Widths (see Figure 52):

6 feet – 9 feet. Where the parkway or pedestrian clear zone is less than nine feet wide, street trees are not suggested. Movable planters, decorative paving, or basket planters on light poles are preferred alternatives.

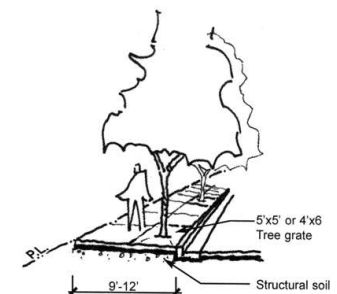
9 feet – 12 feet. Where parkways are greater than nine feet wide in commercial or **multiple family districts**, street trees should be planted within tree grates that are flush with the sidewalk or planted in a raised curb planter. The six-foot clear pedestrian zone should not be obstructed by streetscape elements.

If tree grates are required for maintaining minimum pedestrian clear zone clearances, the grate size should be five feet by five feet or four feet by six feet. The tree grates shall conform to the design standards and soil volume specifications of the Village.

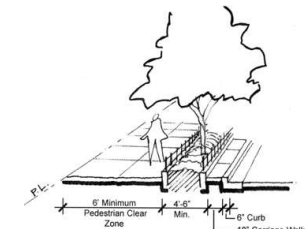
Greater than 12 feet. All pedestrian zones greater than 12 feet in width should contain street tree plantings in designed raised concrete curb planters. Where appropriate, seating areas and sidewalk cafes are encouraged. However, these improvements should not overwhelm the sidewalk nor impede on the 6-foot pedestrian clear zone.



6'-9' Wide



9'-12' Wide



12' Wide or Greater

**3. Street Tree Selection and Spacing.** Street trees selected for the Business District, **Multiple Family Residential** and Institutional area streets shall be large deciduous canopy trees tolerant of roadside conditions such as salt and air-borne pollutants. Tree varieties and locations shall coordinate with existing planting patterns. Grouped and linear plantings may be explored as part of an overall site development plan concept.

The minimum caliper size for single stem deciduous street tree plantings should be 4 inches. All shade trees shall have a minimum clear branch height of 6 feet above the root ball at time of planting. (See Figure 54) Street tree spacing should be a minimum of 20 feet and a maximum of 40 feet on center in the parkways and pedestrian zones. (See Figure 52)

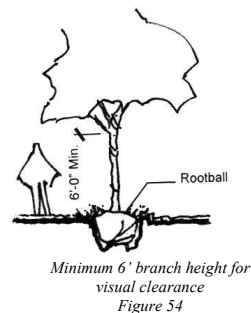
**4. Street Tree Planting Standards.** Street tree plantings in all new developments should be designed to meet the minimum standards as established by the Institute of Traffic Engineers (ITE) guidelines in order to ensure safe, efficient use of the pedestrian areas. These minimum standards are intended to provide ample sight triangles and clearances for motorists at intersections, alleys, commercial or **multifamily residential** driveways. The Village shall at its own discretion review and approve each parkway tree planting plan on a case-by-case basis.

In general, street trees should be planted in a straight row manner (on center) at the appropriate spacing and conformity with existing street trees adjacent to the development site.

Newly planted street trees should be no closer than 3 feet on center from the face of the curb. All trees should be planted in the center of raised or grade-level planter areas with tree grates.

All street trees in grassed parkway areas should be planted as true to the center of the parkway as possible due to utility, signs or other existing obstructions. No street trees should be planted in open grass/lawn parkways less than 4 feet in width as measured from the back of the curb. (See Appendix C)

**5. Visual Clearance.** Landscaping should not block views or pedestrian sidewalks at its mature size and should not create safety or maintenance problems. Minimum branch clearances at time of planting should be 6 feet in height. Shade trees should be an upright single stem spreading species. (See Figure 54)



Sight triangles at driveways and at parking and loading access points should not be less than 12 feet as measured along both intersecting rights of way lines. No plant material should be installed in the triangle exceeding a maintained growth height greater than 12 inches. (See Figure 55)

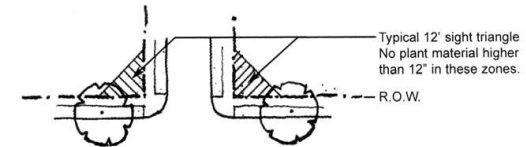
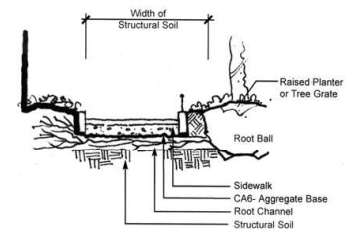


Figure 55

#### 6. Structural Soil and Planting Soil

**Depth.** In instances when the parkway width is 4-5 feet, the use of structural soils and root channels should be considered in adjacent paved walks to link green areas. (See Figure 56) Structural soil at a depth of 2 1/2 feet should be used under all sidewalks where landscape plantings/street trees are located as well as between planter or grates to permit root growth in the parkway.



Structural Soils Detail  
Figure 56

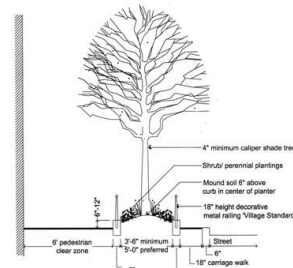
Along with structural soil, root paths should be considered as necessary sidewalk improvements to allow street trees to reach their maximum growth potential. For at-grade plantings of shade trees, minimum soil depth should be 3 feet; for shrubs, 18 inches, and 6 inches for grass and groundcovers. A minimum soil volume for street trees in sidewalk grates should be 125 cubic feet.



**7. Raised planters.** Where possible, street trees and multi-tiered planting in continuous raised planters is encouraged. Multi-tier means providing additional plant material below street trees, such as shrubs, perennials and groundcovers. These additional plantings should provide a variety of coordinated color and seasonal interest to the streetscape. Continuous raised sidewalk planters with expansive planting soil volumes are preferred. (See Figures 57, 58, and 59)

Raised curb planters should be approximately six inches in height and a minimum of 3 ½ feet wide (inside dimension); however, a 5-foot inside width dimension is preferred. The raised planters should also contain a continuous decorative 18-inch metal railing around the curb top and be of a style reflecting the Village standard or the proposed development plan (See Figure 59). The length of these planters should be designed to accommodate store entrances, signs and other streetscape elements.

Soil should be mounded to 6 inches above the top of the planter curb at the center of the planter. Mulch, groundcover, or other appropriate plantings in conjunction with the appropriate street trees should be provided. Where appropriate, adequate GFI electrical outlets should be provided for each individual street tree or combinations of trees in the Business Districts.



Minimum Streetscape/Parkway  
Cross-section with raised planter  
Figure 57



Typical Raised Planter/Railing Treatments  
Figure 58



Typical Raised Planter/Railing Treatments  
Figure 59

**8. Movable Planters.** Movable planters are encouraged for sidewalks and open spaces too narrow to accommodate raised curb planters. (See Figure 60 and Appendix A for more information).



Various styles of Movable Planters  
Figure 60

**9. Light Pole Planter Baskets.** Light pole planter baskets are encouraged for sidewalks and open spaces unable to accommodate at-grade planters.

#### c. Special Pedestrian Zone/Streetscape Conditions

**1. Outdoor Sidewalk Cafes.** Dining establishments, coffeehouses or cafes are encouraged to provide adequately spaced outdoor seating. The Village encourages the use of these small outdoor spaces to help enliven the streetscape. Careful attention must be paid to maintaining a pedestrian clear zone. Tables, chairs, umbrellas, service equipment and planters should be kept out of the pedestrian clear zone. (See Figure 61)



Appropriate outdoor sidewalk  
caféspace/alley enhancement  
Figure 61

A temporary or seasonal designed barrier element is encouraged to ensure a clear demarcation of these spaces. The business or property owner should erect a simple decorative railing, fence, planters or similar element. The height of such a barrier should be no greater than 36 inches and constructed of a solid durable material easily anchored and removed in the paved space. The design of the barrier should reflect the architectural style of the building or coordinate with the Village streetscape elements. Maintenance and upkeep of the barrier is the sole responsibility of the business proprietor or building owner.

**2. Corner Bump Outs.** The Village encourages the use of bump-outs, or widened walkways, at street corners. These bump outs serve numerous functions: they slow traffic, highlight pedestrian crossings, encourage pedestrian gathering and allow for the incorporation of streetscape elements into the streetscape design. (See Figures 62a, and 62b)

Bump-outs should only be used in the business districts at key intersections where feasible. They may also be used at corners where transitions occur from **multiple family** or institutional uses, such as in the Indian Hill District

Bump-outs must be designed to meet the Engineering Design Specifications of the Village and, when applicable, of IDOT to provide a safe and proper turning radius for vehicular traffic along with appropriate sight lines and compliance with ADA standards.

**3. Bus Stops.** Bus stops currently exist at selected PACE locations throughout the Village. Where bus stops occur in the business districts and along the Green Bay



Typical paved crosswalk  
Figure 62a



Corner bump out softens on-street parking  
with landscape and streetscape elements  
Figure 62b



Figure 63a

## Village of Winnetka, Illinois

Road Corridor, a coordinated Village sign system should be developed. (See Appendix D)

The Village should consider new designs for attractive bus shelters that maintain the Village character. (See Figures 63a and 63b) All new bus shelters should incorporate Village sign elements.



Examples of decorative "character"  
bus shelters  
Figure 63b

## XI. Vehicular Zone

- a. **Streets.** Vehicular zones include streets and roads; alleys, driveways and curb cuts, and parking and service areas. These guidelines place particular emphasis on parking and service areas. (See Figures 64a and 64b)



Typical paved crosswalk for visual  
enhancement and safety  
Figure 64a



Unattractive streetscape with expansive cross-section  
Figure 64b

- b. **ADA Compliance.** All new vehicular use/parking areas shall be ADA compliant. The required number of handicap parking stalls at 16' wide x 19' deep shall be appropriately designed, marked and located closest to the main entry and/or handicap accessible entries to all new developments.

All sidewalks from the parking areas to the building should have the appropriate depressed curb, sidewalk width, slope and handrails as necessary to provide uninterrupted, barrier-free access.

## Design Guidelines



c. **Parking and Service Areas.** In all Business, **Multi-family Residential**, and Institutional areas, parking is both an essential component and a scarce commodity, which is absolutely necessary to the vitality of the business districts. Currently parking occurs in the following locations:

- Private off-street surface parking
- Public off-street surface parking
- Public multi-level parking structure
- On-street parking

The primary locations for service and loading areas exist along alley and rear business entries.

For current and future developments, every effort must be made to save, enhance and/or expand both public and private parking areas. All new developments should meet the standards established by Village ordinance and should strive to meet the conditions listed in Table 2.

Table 2. Parking & Loading Area Conditions to be considered

- ☐ Location, Orientation and Access of Parking areas
- ☐ Location, Orientation and Access of Loading / Service areas
- ☐ Off-Street Parking Lot Standards
- ☐ On-Street Parking Standards
- ☐ Parking Lot Signs
- ☐ Vehicular Zone Landscape
- ☐ Off-street Parking Perimeter Screening
- ☐ Off-street Parking Internal Landscape Standards
- ☐ On-street Public Parking Landscaping
- ☐ Service / Loading Area Screening
- ☐ Lighting

**1. Location/Orientation and Access for Parking Areas:**

New parking should be located behind, within or underneath structures and buildings. (See Figures 65a and 65b) Off-street surface parking lots in front of new buildings and along street frontages are prohibited. Access to all parking and loading areas must be provided off secondary streets or existing alleys/service drives. Access to underground parking facilities should also be provided from an alley or service drive.

If appropriate and feasible, on street parking within the district should be provided within the public rights-of-way in front of new buildings.

Curb cuts and vehicular entrances should be minimized throughout the business districts. Building owners are encouraged to share access points to their parking lots. Each curb cut location should be safe, efficient and approved by the Village Engineer.

Access should be provided from mid-block alleys and secondary streets. Access should not be from main district streets unless deemed appropriate by the Village Engineer. These larger entrances should be defined with adequately designed and coordinated signs, landscaping or architectural elements that complement the design of the development and add visual interest to the street. (See Figure 65c and 65d)



*New surface parking opportunity located behind the building  
Figure 65a*

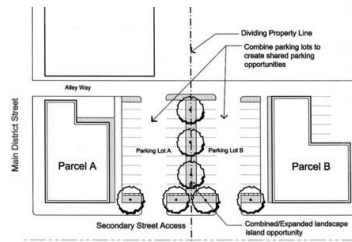


*Defined and articulated alley gateway in character with business district, leads to service and parking in rear  
Figure 65b*

Shared parking should be provided, where possible, between adjacent land uses and businesses, especially on blocks that have varied parking needs. (See Figure 66) For example, a business with daytime employee and shopper parking may allow evening use of the same lot by apartment dwellers, shoppers or restaurant patrons. Shared parking should be considered if a public/semi-public parking structure is anticipated as part of future development in the districts.



Clear and visible, coordinated public signage element  
Figure 65d



The Village Standard for parking stalls is 9'x18' as established by ITE (Institute of Traffic Engineers). A 9'x19' stall is encouraged for all new parking areas.



Mid-block alleyway with landscaping and signage enhancements  
Figure 65c

**2. Location/Orientation and Access for Loading Areas:** All service areas should be located at the rear or side yard of new developments within the business districts. Access should be provided via mid-block alleys/driveways or from secondary streets.

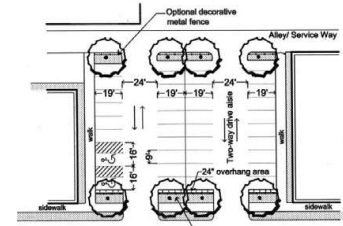
Exterior mechanical systems, loading/service, and trash storage areas should also be located out of sight from public roads. To the extent possible, these elements should be contained within the new building.

If these elements are located outside the building envelope, all efforts should be made to visually screen and buffer them with permanent year-round screening from street and sidewalk views (See section XId5 for more information on screening).

Service areas/trash storage areas should be clustered together between businesses wherever possible.

### 3. Off-Street Public Parking Lot

**Standards:** In all districts off-street parking lots shall be designed in accordance with Village code and appropriate traffic engineering design standards. Minimum parking ratios should be provided with each new use/development per Village Code. Parking stalls shall be designed at minimum 9 feet x 19 feet stall dimensions. A 24-foot wide two-way drive aisle dimension shall be utilized in full bay parking lot configuration. (See Figure 67)



The Village Standard for parking stalls is 9'x18' as established by ITE (Institute of Traffic Engineers). A 9'x19' stall is encouraged for all new parking areas

Figure 67

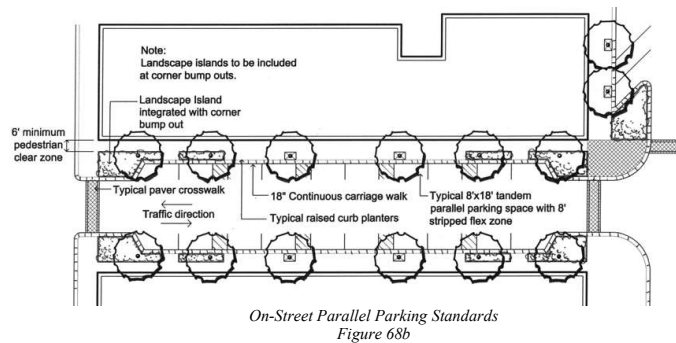
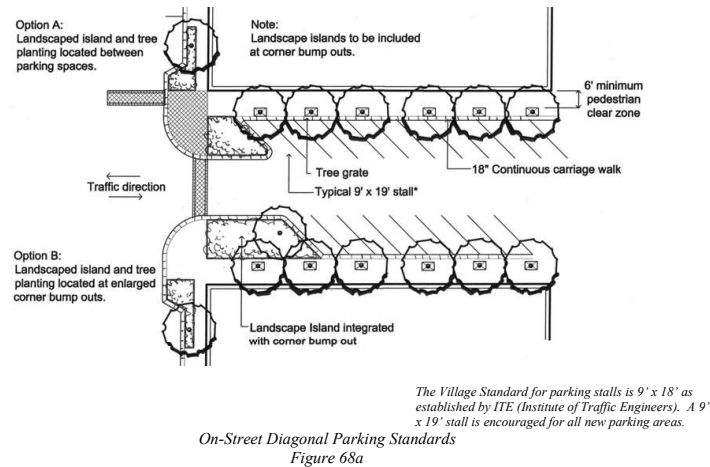
Other parking lot configurations (i.e. diagonal parking, one-way circulation, etc.) may be developed.

In order to avoid large expanses of pavement, which increase "urban heat" and are visually unappealing, landscaping should be provided within the parking lots. (See Off-street Parking Internal Landscape Standards, Page 68)

**4. On-Street Public Parking Standards:** The continued use of on-street parking is encouraged within the Business Districts, **Multiple Family Residential** and Institutional areas. Safety and driver visibility, along with appropriate traffic engineering design standards, as established by the Institute of Traffic Engineers (ITE) should be considered when using parallel or angled parking. (See Figures 68a and 68b) The Village acceptable minimum size stall widths and lengths should be followed:

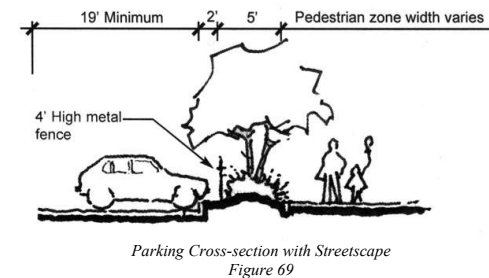
- Parallel stall      8 feet wide x 18 feet long tandem space with 8 feet stripped flex zone
- Diagonal stall      9 feet wide x 18 feet long
- Perpendicular Stall   9 feet wide x 18 feet long





The Village encourages the design of all new developments within the Business District, Multiple Family Residential and Institutional areas to incorporate 9 feet wide by 19 feet long stall sizes for all off-street parking areas.

Furthermore, ample vehicular overhang space or carriage walk areas should also be provided at a minimum width of 18 inches to back of curb for both on-street and off-street parking. (See Figure 69) This carriage walk area is in addition to the stall dimensions specified above.



Where possible expanses of on-street parking should be softened by landscape islands or bump outs at the corners. (See On-street Public Parking Landscaping, Page 56, and Special Pedestrian Zone/Streetscape Conditions, Pages 40-42.)

**5. Parking Lot Signs:** All parking areas within the Village, both public and private, should contain appropriate and adequate directional and regulatory signs in an uncluttered, clear and concise manner and as deemed permissible by Village code. (See Figure 65d)

Village-owned surface, deck, and on-street parking should be consistent with the Village's signs and wayfinding system. Clear low-maintenance signs should be developed as shown in Figure 65d indicating direction and restrictions related to public parking areas.

Individual businesses should identify their property address and establishment name with a clear, concise sign program located adjacent to the service/loading areas.

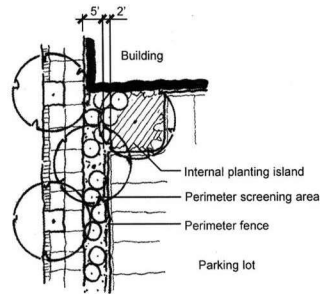
Lighting for all signs shall be at the discretion of the design review board. Alley service areas should be lit to minimize impact on residential apartments above storefront, yet provide a safe, secure environment.

See Village Signage Section, Page 62, for additional standards.

- d. **Vehicular Zone Landscape.** Vehicular parking areas require landscaping to minimize their visual and physical impacts upon the surrounding streetscape. The following are guidelines for off-street parking perimeter screening, off-street parking internal planting, on street parking planting, and parking structure landscaping. Irrigation and appropriate under-drainage are recommended for all landscaped areas.

**1. Off-street Parking Perimeter Screening:** A perimeter landscape area should be provided along all off-street parking areas on sides adjacent to public street/pedestrian zones and adjacent to transitional commercial or residential uses. (See Figures 70a and

70b) The goal of the buffer zone is to lessen the visual impact of parked cars and parking areas on the area streetscape and surrounding uses.



Parking lot/Vehicular Use Area Perimeter Screening Treatment  
Figure 70a



Typical surface parking lot with ample perimeter landscape screening  
Figure 70b

The minimum width of this landscape area should be 5 feet. An additional 24 inches of width is required where vehicular overhangs occur. The 24-inch wide overhang area should be of hardy plant material, solid permanent mulch or decorative paving. (See Figure 69)

Deciduous shade trees should be planted one per every 40 linear feet of frontage along the street. A continuous hedge planting should help block pedestrians' view into the parking lot. Clumps of ornamental trees may also be planted in lieu of or in coordination with shade trees for visual interest and screening. Perennials, grasses and groundcover under plantings should be incorporated to add additional seasonal color and appeal.

- **Shade Trees.** One shade tree at a 4-inch caliper minimum should be planted per 40 linear feet of the required perimeter screen area.
- **Shrubs/Hedges.** Continuous evergreen or deciduous hedges/shrubs should be installed at a 30-inch minimum height and maintained at a continuous 42 to 48-inch height.
- **Ornamental Trees.** Ornamental trees should be single or multi-stemmed at 8 to 10 feet in height or 2½ to 3 inch caliper, spaced in natural or formally designed groupings relative to the overall site plan.
- **Perennials/Ornamental Grasses/Groundcovers.** Perennials, ornamental grasses and groundcovers should be planted in front of shrubs and trees along the public street frontage or in the overhang area. Perennials/grasses should be installed in 1-gallon pots. Groundcovers should be planted from quart containers.

All landscape perimeter buffer areas should be fully irrigated and drained. Decorative metal fencing measuring (4) four feet in height is also encouraged along public rights-of-way or street frontages when feasible to provide both a physical and visual barrier into the parking lot. In tight areas where the desired landscape buffer zone minimum widths cannot be feasibly met through careful site design, coordinated Village decorative metal fencing (See Figure 71a) or a solid masonry screen wall may be substituted at a height of no more than 4 feet. (See Figure 71b)

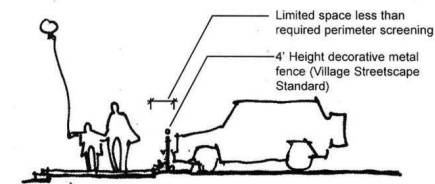
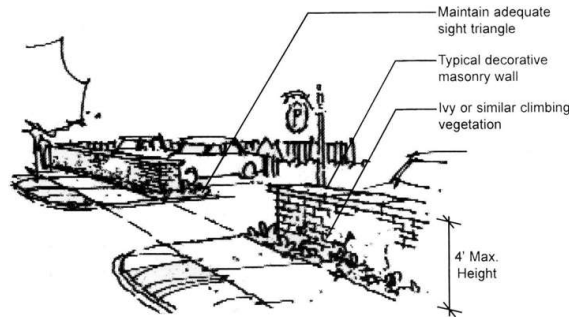


Figure 71a





Typical perimeter screening treatments for vehicular use areas with space constraints  
Figure 71b

Where parking areas abut residential properties, a 6-8 foot solid screen fence or wall should be constructed. Appropriate materials include cedar, masonry (brick, stone, stucco) or evergreen plant material. The screen element should complement adjacent buildings and reflect the surrounding character.

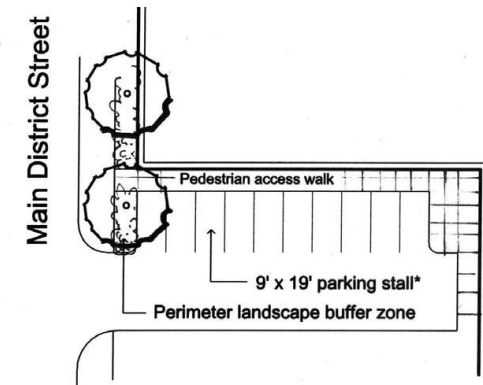
**2. Off-Street Parking Internal Landscape Standards:** In order to reduce the visual impact of surface parking on the streetscape, internal parking lot landscape guidelines should be employed. Landscape within the parking areas enhances the district character by:

- increasing “green space to pavement” ratio
- reducing storm water runoff
- creating shade and reducing the “heat island” effect
- softening the appearance for adjacent uses
- integrating the continuous streetscape character

Recognizing that some current and future parking lots may only contain nine or fewer parking spaces, these guidelines address the need for internal landscape plantings for paved vehicular use or parking areas larger than 3,000 square feet or approximately 10 parking spaces. These internal standards should be integrated and applied in addition to the perimeter parking lot landscape buffer zones.

For vehicular use/parking areas:

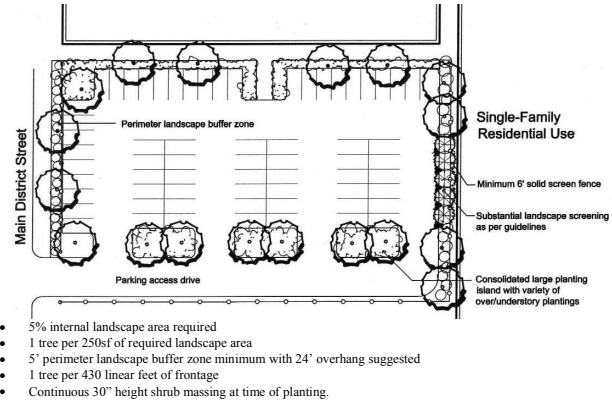
- 3,000 SF or less = no internal landscaping necessary (See Figure 72)
  - 3,000 SF to 30,000 SF = 5% landscaped area of total parking area (See Figure 73)
  - 30,000 SF or more = 7.5% landscaped area of total parking area (See Figures 74a and 74b)
- SF = square feet



- No internal landscape required
- 5' perimeter landscape buffer zone minimum with 24" overhand suggested.
- 1 tree per 430 linear feet of frontage
- continuous 30" height shrub massing at time of planting.

*The Village Standard for parking stalls is 9' x 18' as established by ITE (Institute of Traffic Engineers). A 9' x 19' stall is encouraged for all new parking areas.*

Parking lot or vehicular use area 3,000 sf or less  
Figure 72



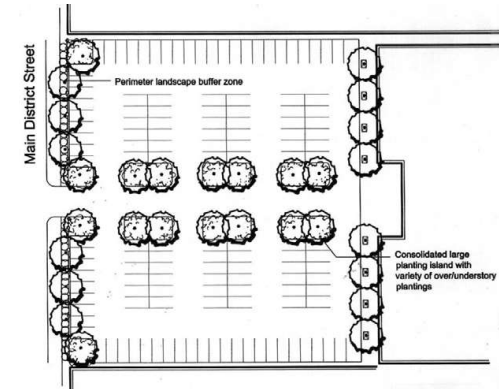
The Village Standard for parking stalls is 9' x 18' as established by ITE (Institute of Traffic Engineers). A 9' x 19' stall is encouraged for all new parking areas.

Parking lot or vehicular use area 3,000sf to 30,000sf  
Figure 73

All landscape areas in the parking lot, excluding perimeter screening, are included in the parking lot internal planting guidelines. This may include planting islands, corner pocket parks or additional perimeter screening areas.

One shade tree should be provided for every 250 square feet of the required internal landscape area. The deciduous canopy (shade) tree with a spreading branching structure established at 6 feet in height at time of planting should have a minimum caliper of 4 inches. The acceptable species list is found in the Village Plant Palette in Appendix B.

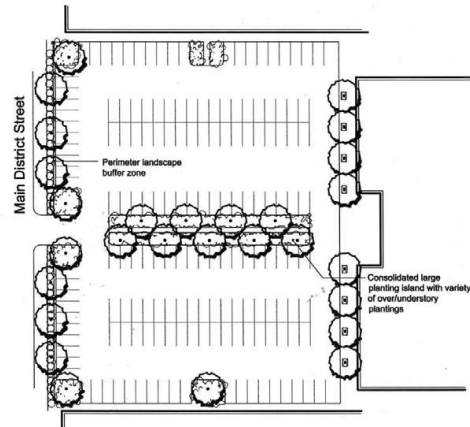
Landscape planting islands should be a minimum eight feet wide back of curb to back of curb, mimicking a typical parking space's parallel and diagonal dimensions. These islands should be included at a rate of 1 island per 10 parking spaces. These islands can be set singularly but are encouraged to be grouped together in larger, more manageable planting pods at corners or corner bump-outs. (See Figure 74b.) These larger landscape islands provide a better growing opportunity for plantings, separate the parking lot into smaller "cells" and allow for better snow management techniques. (See Figure 75)



The Village Standard for parking stalls is 9' x 18' as established by ITE (Institute of Traffic Engineers). A 9' x 19' stall is encouraged for all new parking areas.

Option A - Parking lot or vehicular use area 30,000sf or greater  
Figure 74a





- 7.5% internal landscape area required;
- 1 tree per 250sf of require landscape area
- 5" perimeter landscape buffer zone minimum with 24" overhand suggested
- 1 tree per 450 linear feet of frontage
- Continuous 30" height shrub massing at time of planting.

The Village Standard for parking stalls is 9' x 18' as established by ITE (Institute of Traffic Engineers). A 9' x 19' stall is encouraged for all new parking areas.

Option B – Parking lot or vehicular use area 30,000sf or greater  
Figure 74b



Utilize larger, expanded planted islands in surface parking areas to create cells or parking pods  
Figure 75

All islands should have mounded topsoil to a center height of 6-12 inches above top of curb height. New planting soil volumes in the island should be a minimum 250 cubic feet per tree.

Low shrub massing and groundcover plantings are encouraged under tree plantings in islands. (See Appendix B) Turf grasses and gravel mulches are discouraged.

Irrigation and appropriate under-drainage are recommended for all large planting islands. Exterior electrical outlet box stubs should be provided for any maintenance needs or seasonal lighting displays.

Landscape maintenance is the sole responsibility of the property owner. The owner must maintain all required landscape in good condition. Damaged or dead materials should be replaced promptly. This obligation is to be assumed by subsequent property owners. Maintenance should include but is not limited to weeding, mowing, trimming, pruning, edging, cultivation, seeding, fertilizing, watering and pest control.

**3. On-Street Public Parking Landscaping:** Where possible, expanses of on-street parking should be softened by landscape islands or bump-outs (see Page 59 for more information on corner bump-outs) (See Figures 68a and 68b)

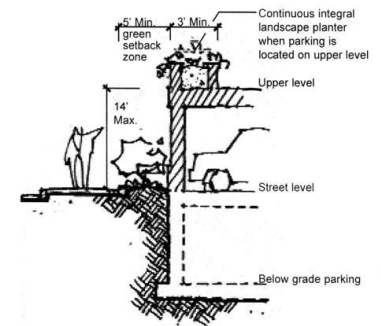
A raised curb planter no more than 6 inches in height should be provided around the landscaped island to protect the plantings in the island. Additional decorative metal fencing elements should be considered where feasible.

#### 4. Parking Structure Landscaping:

A minimum five-foot landscape setback should be placed at the base of the parking structures, adjacent to the pedestrian areas in the public way. (See Figure 76) This setback should be planted with columnar canopy trees, ornamental trees, evergreens, shrubs, perennials and groundcovers.

Vines should be planted and staked at the base of the structure and encouraged to grow up the structure's walls.

Integral planters should be incorporated with cascading plant material. Planters are encouraged to be located along any openings within the parking structure that face a public right-of-way. Continuous and integral landscape planter is encouraged for upper level parking areas.



Parking Structure Landscaping  
Figure 76

**5. Service/Loading Area Screening:** All service/loading areas should be screened from public view. Architecturally treated screen walls constructed of the same materials as the building or an opaque wooden fence are appropriate designs. Creative use of lattice screen walls and vine plantings are also an appropriate substitute. (See Figures 77a and 77b)

All trash storage/mechanical equipment screen enclosures should be secured and accessible through a locked gate(s).

The height of the screen wall should block views of said elements from pedestrians. In general, the height should be 6 to 8 feet.

- e. **Lighting in Vehicular Use/Parking Areas.** Appropriate pedestrian-scaled street lighting should be provided in all public and private surface parking and service areas. (See Figure 78)



Typical masonry wall and landscape screening of service area  
Figure 77a



Solid year-round decorative wood fence/stone screening of utilities  
Figure 77b



Decorative street light in vehicular use areas  
Figure 78

While the amount of light (photometrics) should be determined by the size of the lot and the selected fixture, the following general standards shall be considered:

- Light fixture and pole should coordinate with building architectural style and with established Village standards.
  - Color of all light fixtures and poles should be consistent with Village business district standards and the development's architectural style.
  - The light pole and fixture height should be pedestrian scaled and should not exceed 15 feet, or the height established by the Village.
  - Photometric design of any Village light fixture (luminaries) used in public rights-of-way, off street parking and loading areas or private open space should minimize glare onto adjacent properties or residential units above stores. The luminaire should be of a "cut-off" or shielded nature, reflecting light away from adjacent properties, reducing glare, and directing the desired light levels to the parking/loading area.
  - No light spillage should occur at parking or loading area property lines.
  - A source should be developed for low illumination, low wattage street lighting that is deemed appropriate by the Village.
  - Lighting type must be consistent with other district lamps (color corrected, high-pressure sodium, metal halide to be selected).
- f. **Special Conditions.** Vehicular use areas such as parking and service areas may encounter and raise special conditions or concerns that should be treated on an individual basis by the design review board. Such issues may include but are not limited to:
- noise abatement
  - safety/security
  - maintenance
  - special adjacent land use

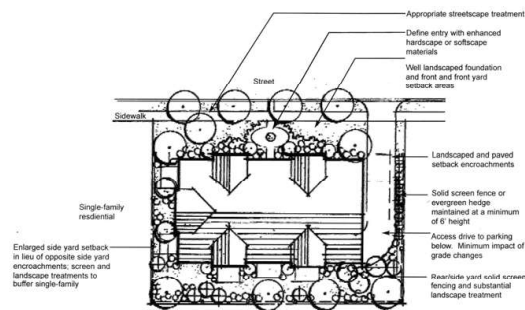
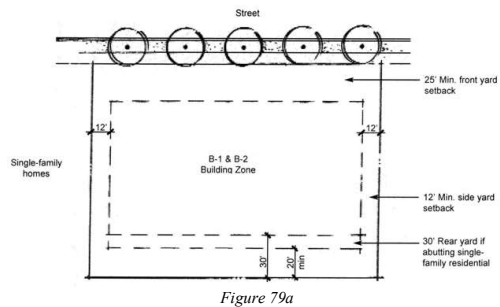
Each of these issues as they pertain to any new or existing developments in the Business Districts, Multiple Family Residential and Institutional areas should address the above or other special concerns as part of the development review process.



## XII. Multiple Family Residential Use Areas

As discussed in the Village Comprehensive Plan, *Winnetka 2020*, “the purpose of **multiple-family zoning districts** is to buffer single-family neighborhoods from commercial areas and the traffic noise of Green Bay Road and the railroad. In theory, multiple-family development should provide a “transition” that is compatible with adjacent single-family use.”

**a. Multiple family on Green Bay Road (B-1 & B-2 Zoning):** The existing character of larger green, heavily landscaped setbacks is desired by the Village for all new Multiple Family Residential development in the Green Bay Road Corridor (B-1 & B-2 zoning). These enhanced landscape setbacks contribute to the Corridor’s existing landscape character and provide appropriate buffering and transition to adjacent single-family, institutional and open space uses. (See Figures 79a and 79b)



Multiple Family B-1 and B-2 Zone and Institutional Site Landscaping  
Figure 79b

**b. Multiple family Residential in Business Districts (B-2, C-1, & C-2 Zoning):** As a freestanding element multiple family residential may take the form of an individual use (townhomes, duplexes or condominiums) or as a shared mixed-use (condominiums or apartments) with first floor commercial and residential units above.

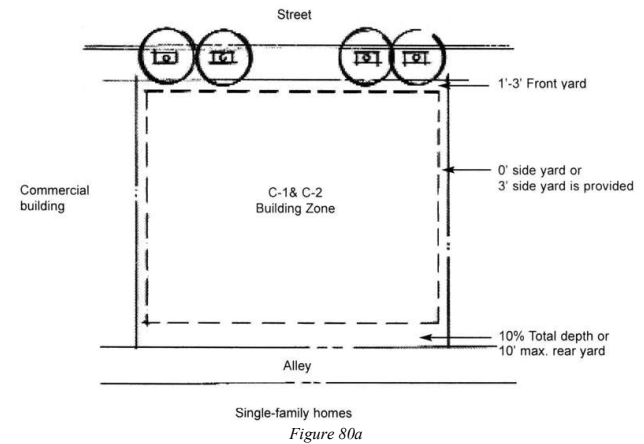


Figure 80a

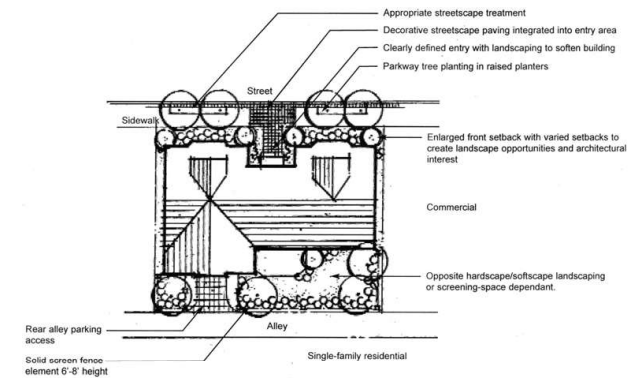


Figure 80b

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When planned as an individual use in a business district or other areas of the community, significant front and side yard landscaped setbacks are encouraged to ensure compatibility and appropriate screening/transition from neighboring uses. (See Figures 80a and 80b)

While zoning setbacks in the C-1 and C-2 districts encourage compatibility of new multiple family and mixed-use within the existing commercial business district fabric, additional front, side and rear yard setbacks should be enlarged and addressed appropriate to adjacent zoning districts. If a new multiple family development in the district occurs on a transitional parcel (adjacent to a single-family, open space or institutional use) additional rear and side yard setbacks and appropriate landscaping are encouraged.

The guidelines are intended to ensure that new multiple family development is sympathetic and compatible to its surroundings.

Refer to the following guidelines pertaining to landscaping, parking lot landscaping, and streetscaping:

- Open Space Guidelines (See Page 61 below)
- Public Street Frontage (Streetscape) Guidelines (See Page 26)
- Parking Lot Landscaping Guidelines (See Pages 46-56)

### **XIII. Institutional Use Areas**

Institutional Use Areas include the following:

- Streetscape/Pedestrian Zones
- Vehicular Use Area Standards
- Open Space
- Village Plant Palette
- Village Signs

The Village encourages the use of expanded/enlarged and enhanced setbacks where appropriate. The Village may require additional heavily landscaped yard setbacks, where new institutional development is adjacent to single-family residential, commercial or open space land uses.

The creation of additional public or semi-public open space is strongly encouraged in each plan submittal. The Village desires to increase and enhance its community open spaces and link them where possible in a unified open space plan.

- a. Site Landscaping.** For yard setbacks, building perimeter and foundation landscaping, the following elements should be considered (See Figure 79b for general example):

### *Village of Winnetka, Illinois*

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- Preserve, protect and enhance to the greatest extent possible any mature vegetation on the site.
- Ensure coordinated, creative, and well-designed landscaping.
- Use similar or like planted material palette as established in the guidelines (See Appendix B).
- Provide for a variety of plant materials with seasonal interest.
- Provide adequate year-round screening in site and rear side yard setbacks when adjacent to single-family or transitional land uses. Use plant materials, especially evergreen, to provide a continuous 6-foot high year round screening from adjacent residential uses.
- Where limited space exists, a solid masonry screen wall or decorative cedar wood fence element may be employed at a size of no greater than 6 feet high.

### **XIV. Village Signage**

A well-coordinated sign system within a community is one of the most effective ways of creating lasting identity and providing wayfinding clarity. The Village of Winnetka can benefit from a coordinated sign program at important locations within each business district along the Green Bay Road Corridor and at other major Village entries. (See Appendix D: Action Items) A sign family hierarchy that provides function without excessive design detail, should be established for the following elements:

- Village Gateway
- Business District Identity
- Roadway/Corridor Identity
- Roadway Directional
- Street Sign
- Site Directional
- Informational
- Regulatory
- Building/Business Identity

- a. Village Gateway Signs.** Signs that enhance the Village's image and identity at its jurisdictional or approximate edges should be located at both the northern and southern Village boundaries along the Green Bay Road Corridor and to the west along Willow and Tower Roads adjacent to the Forest Preserve. The Village gateway signs should reflect the Village's architectural character and be made of quality materials such as masonry, stone, wood, and/or metal.

These sign areas should incorporate both landscaping and possibly lighting elements and should set the tone for the remaining public signs in terms of color, materials, scale, and architectural style. (See Figure 81a) The Village's "tree" logo should be incorporated into any gateway sign elements. (See Figure 81b)





Example of a village gateway sign element with landscaping  
Figure 81a



The Village's "tree" logo should be incorporated into gateway sign elements  
Figure 81b

- b. Business District Ground Mounted Identity Signs.** Signs that identify the Hubbard Woods, East/West Elm Street, and Indian Hill Business Districts, as special places should be located at their entry points along Green Bay Road. Smaller in size and scale to the Village Gateway signs, these elements should be small monument signs constructed of similar style and materials as the gateways. Again, special landscaping and lighting may be incorporated. (See Figures 82a and 82b)



Figure 82a



Figure 82b

Examples of simple, elegant community gateway elements

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- c. Roadway Corridor Identity Signs.** Special identity signs placed along the Green Bay Road Corridor and along each business districts' major streets should be considered to enhance the unified identity for each of the business districts. These signs/ plaques/ banners could include colors, logos, or images linked to the design of the Village Gateway and Business District Identity signs. If determined to be feasible and desirable by the Village, such roadway signs may need to conform to specific IDOT Road Construction Standards. (See Figures 83a, 83b, and 83c)



Figure 83a

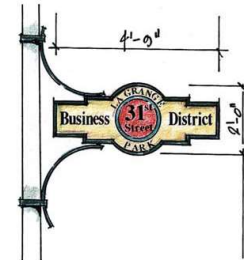


Figure 83b



Figure 83c

Examples of coordinated roadway corridor identification sign.

- d. Roadway Directional Signs.** Specially designed signs should be placed along major streets to direct motorists, bicyclists, and pedestrians to key Village destinations, such as the Village Hall/Town Square, Metra Stations, and Hubbard Woods Park. (See Figure 84)



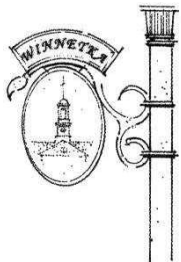
Coordinated public parking/wayfinding signage  
Figure 84

- e. **Street Identity Signs.** New street signs could be designed with colors, logos, or images that contribute to a distinct identity for the business districts and/or Green Bay Road Corridor. (See Figure 85)



Custom business district street identity signage  
Figure 85

- f. **Business District Directional Signs.** A limited number of strategically placed Business District directional signs should be installed along area arterial streets directing motorists and visitors to each business district. Directional signs in the business districts could be coordinated with street signs regarding color, logos, and images. (See Figures 86a and 86b)



Examples of business district  
directional signage  
Figure 86a



Figure 86b

- g. **Regulatory Signs.** Regulatory signs along streets and parking areas that address stop locations, speed limits, parking restrictions, and other requirements could be incorporated into a coordinated sign program by using posts or frames that are separate and distinct from the street lights and utility poles that they are currently attached to. A simple sign plan would help readability and significantly reduce the current sign clutter. (See Figure 87)
- h. **Informational Signs.** Information signs or district kiosks should be considered within each business district to guide pedestrians to buildings, points of interest, and parking lots. Scaled for both pedestrian and vehicular use, informational kiosks could offer district maps, event listings/locations and historical information. (See Figure 88)

Key locations for such signs may include the Metra Stations, Moffat Mall, the library, public safety building and essential district retail anchors and institutions. These signs could be installed along pedestrian walkways and corner bump-outs.



Example of informational sign/kiosk  
Figure 88



## XV. OPEN SPACE

A common element unifying Winnetka's Business Districts, **Multiple Family Residential** and Institutional Areas are the unique public and private open spaces they have been created over time. Many of these open spaces lend to Winnetka's sense of place, culture and history.

The Village's open spaces range in size and activity level from the large and active Hubbard Woods Park to the small and passive sculpture corner near Village Hall. The Village has expressed a desire to expand its open space system and link, where possible, these spaces together in a unified Village open space plan.

- a. **Purpose.** To ensure that current and future open spaces contribute to Winnetka's ambiance; public and vehicular streetscapes should link open spaces to create a unified, continuous landscape system with mature plantings and seasonal interest. By working as a system, the Village's open spaces intend to:

- physically and symbolically unify and enhance the Village's natural features and character;
- preserve significant areas and encourage new tree, shrub and perennial plantings on public and private properties to the greatest extent possible;
- encourage pedestrian and bicycle circulation throughout the Village, especially among the Business Districts;
- create gathering points for Village events and activities;
- provide educational opportunities about the natural environment; and
- enhance property values.

- b. **Location.** With this purpose in mind, new public and private developments within the Business Districts, **Multiple Family Residential** and Institutional areas should provide for ample, appropriately designed open space within the proposed site development plan. Recognizing the spatial limitations of each site, creative, relevant open space should strive to enhance the Village's natural character.

Public, semi-public, or private open space and landscaped buffers should be located between low and higher density areas and to serve as a transitional element between land uses.

Where new or existing developments abut adjacent planned or existing open spaces, every effort should be made to integrate open spaces and link them into a unified whole.

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- c. **Open Space Types.** There are a variety of active and passive open space types from which to select to create an optimal and appropriate open space amenity. Open space types include:

**1. Active Open Space:** (See Figures 89a-89h)

- Small park/playground
- Fountain garden
- Corner pocket park or plaza
- Mid-block walkways
- Entries or forecourts
- Courtyards
- Enhanced public parkway/pedestrian zone
- Bike path



Typical pocket park/playground  
Figure 89a



A fountain element can be used as a focal point or  
community landmark  
Figure 89b



Figure 89c



A simple corner pocket park or plaza can help screen  
vehicular areas  
Figure 89d

## Design Guidelines



Landscaped pedestrian mid-block walkways can activate otherwise unattractive areas  
Figure 89e



Enhanced and articulate front yard setback in commercial, institutional or multiple-family residential areas  
Figure 89 f



Prominent architectural articulation and streetscape elements at key building frontages help activate a streetscape  
Figure 89g



Enhanced public parkway/pedestrian zone  
Figure 89h

## 2. Passive Open Space: (See Figures 90a – 90d)

- Sculpture or art pockets
- Perennial gardens
- Enhanced or enlarged landscape transition buffer zones
- Passive garden areas
- Entries or forecourts
- Courtyards
- Corner gateway architecture treatments
- Enlarged front, side or rear yard landscape buffers





*Example of Art Pocket  
Figure 90a*



*Enhanced or enlarged landscape transition buffer zone adjacent to vehicular use areas or single family residential.  
Figure 90b*



*Enhanced private open space in yard setback  
Figure 90c*



*Enhanced landscaping/streetscape setback from new development  
Figure 90d*

- d. Components.** Regardless of the size of the open space or its active/passive character, a creative plan can integrate a variety of well-designed components from architectural and streetscape/pedestrian zone elements similar to those design standards set forth earlier in these guidelines. Both public and private open space design should incorporate architectural and streetscape/pedestrian zone elements.

- e. **Location-Oriented Open Space Guidelines.** Certain locations within Winnetka's Business District, **Multiple family Residential**, and Institutional areas have unique open space considerations either because of pending redevelopment or recommendations made in the 2020 Comprehensive Plan. These areas include, but are not limited to:

**1. Indian Hill Business District:** As the southern gateway to the Village, existing and new developments in this District should establish the Village's natural character with significant amounts of open space to soften the District's current vehicular character. The planting palette should provide a variety/scale of plant materials and seasonal interest along with appropriate and creative use of evergreen plantings. Village gateway sign elements should be incorporated adjacent to the Winnetka Avenue Green Bay Road intersection.

A major active open space to be considered in this district is a connected pedestrian walkway and landscape enhancements along the Metra Railroad ROW. Additional landscape and open space enhancements should be implemented at all corners of the Winnetka Avenue and Green Bay Road intersection.

**2. Hubbard Woods Business District:** As the northern gateway to the Village, existing and new developments in this District should establish the Village's natural character with significant amounts of open space where Village gateway signs and improved landscaping should be implemented at the Village's northern gateway on Green Bay Road. Landscape screening and enhancements should occur along adjacent uses at the Tower Road/Green Bay Road intersection.

**3. Green Bay Road Corridor:** Green Bay Road should appear as visually appealing as other "Winnetka Business District Streets". The Village, in its review of open space elements, will pay particular attention to landscaping along the Green Bay Road Corridor and at its intersections with key Village streets. Village signs, enhanced landscaping and pedestrian/bicycle access should be important components to any Green Bay Road open space design.

If appropriate, the Village should coordinate with future IDOT Green Bay Road improvements to implement median planters along Green Bay Road north and south of Winnetka Avenue and Elm Street. The plant palette should include mature shade trees and a variety of under story plantings. The planter design should reflect and complement historical architecture, be maintenance efficient and provide safe travel and sight lines.

**4. Elm Street Business District:** When redeveloped, the District's Post Office site should provide for a major public/semi-public open space element visually and symbolically linked to the Moffatt Mall/Village Hall axis as described in the 1921 Village Center Plan.

Coordinated landscape and road enhancements should occur at Chestnut and Spruce Streets and along the parking lot frontage extending from Pine Street to Spruce Street

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## *Village of Winnetka, Illinois*

on the west side of Green Bay Road. Enhanced landscaping, parking lot perimeter screening, and signs should be installed to reduce the starkness of this Green Bay Road Corridor section. Small gateway park elements should be considered for the essential entry corners into the District at Winnetka Avenue.

**5. Metra Stations:** The appearance and function of the Village's three train stations and the railroad right-of-way should be improved along the entire corridor with particular attention at the three Business Districts. The railroad embankments should implement significant amounts of landscaping with emphasis on seasonal interest and evergreens from the Village Plant Palette. (See Appendix B)

## **XVI. Submission Requirements**

Maintaining the character of the Village is of prime importance to the Design Review Board (DRB) and the Village residents. Therefore it is required that each submission to the DRB demonstrate sensitivity to context by providing the necessary street elevation(s) and cross sections along with current photos of the adjacent buildings within a 50 foot distance on each side of the proposed building and the elevations of the existing buildings located across the street. Additional submission requirements are indicated on the application for design review.

In order to retain the Village character, it is required that the dominant architectural forms, materials and style be incorporated into the proposed building/development. Please refer to the corresponding section for additional information.

Submissions should also include a detailed landscape plan and streetscape plan in accordance with these guidelines.

As with multiple family residential developments, a detailed site and landscape plan should be submitted to the Village for review. Critical to the plan is the need to enhance and articulate the architecture of the building and the site's landscaping.

The Village will review proposed open space elements by reviewing a detailed site plan/landscape plan. This plan must be submitted to the Village for review for all new developments in the Commercial Business Districts, Multiple Family Residential and Institutional areas.

Each plan must provide the required site landscaped parkway pedestrian zone, open space feature and vehicular use area landscape treatments.

The plan must provide for reasonable understanding, a statement describing the proposed open space element(s) and its public/private benefits. The Design Review Board (DRB) shall at its discretion review the open space element for its general compliance with the goals established in these guidelines and make a recommendation of its appropriateness.

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## *Design Guidelines*



## ATTACHMENT D

**From:** [Gallagher, Maureen](#)  
**To:** [Planning](#)  
**Subject:** Fwd: Re Case no 21-17-DR /455 Linden  
**Date:** Friday, July 9, 2021 10:21:49 AM

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**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.

Approved letter ( edited ) below thank you !!

Sent from my iPhone

Begin forwarded message:

**From:** "Gallagher, Maureen" <maureen.gallagher@cbexchange.com>  
**Date:** July 8, 2021 at 4:09:23 PM CDT  
**To:** "planning@winnetka.org" <planning@winnetka.org>  
**Subject:** Re Case no 21-17-DR /455 Linden

Hello !

I am owner of SF at corner of Linden & Cherry  
directly across from proposed 4 unit multi family. ( 770 Cherry St . )  
I received your letter and wanted to comment.  
I am a Real Estate Broker with Coldwell Banker .  
My major concerns re Design and Density .  
The proposed design is not attractive and  
does not fit well with the neighborhood .  
There is no brick at all and does not match  
or blend in with other townhomes in the  
neighborhood . ( Ie Brick townhomes across  
from library , brick townhomes beside the library  
or the brick townhomes just east of subject property at Cherry & Green Bay . )

My concerns :

- 1) adverse effect on property value of my home  
at 770 Cherry St . ( and other homes in the neighborhood ) .
- 2) Design is not aesthetically pleasing in its current state . Too much siding ,  
looks too commercial Ie like a large shed or warehouse

The asymmetric design of roofline is one of  
the major detracting features . I showed the  
Design to 3 family members who do not reside  
in my household and they all agreed it did not  
fit in with architecture in the neighborhood and  
they did not like the design at all.

I think a more traditional design akin to the

Townhomes across from library would be a better and more appropriate design for the Neighborhood & for Winnetka .

3) Density for this corner . It's a busy corner with traffic & parking is always tight on Cherry St

in front of my house . Between the Library and Church there is already high density

and could be very crowded at the stop sign, especially on Cherry & Linden but also on Cherry & Green Bay , leading to congestion

and possible car accidents.

Also with underground garage proposed it is likely lengthy construction and if there are any issues or construction delays could become an eyesore and remain 1/2 finished for quite a long period of time, creating a danger as well ( Ie gaping hole in the ground or 1/2 finished garage and potential danger for children .)

There are just too many other townhomes in this quadrant ( 3 others ) and this one doesn't match or fit in with any of them . The others are all brick & attractive & charming .

With all due respect ; the proposed design lacks character & charm in my opinion

.

Also the other 3 corners feature single family homes and this corner should arguably be Single Family . ( even though it is supposed to be a 2 unit multi family at present it looks like a single family ).

I think it is important to keep the continuity of architecture & design in the Community .

Conclusion: this is Not an Appropriate property for this location . Single family much preferred .

Or townhome with more traditional brick elements and design .

Thanks so much for hearing my comments ,



Maureen Gallagher  
770 Cherry St  
Winnetka , IL  
60093

\*\*\*Also what is estimated construction timeline  
duration of project & how much do they plan  
on selling units for and how many cars will be parking in the garage . The  
entrance appears

directly across the street from my driveway and  
as it is ,it is often difficult to pull out of my drive  
with traffic at the four way stop at Cherry &  
Linden . My neighbor to East in the same boat .  
Adding 8-20 cars coming in and out of a garage  
so close to the four way stop could really be  
a challenge in my opinion .

Sent from my iPhone

**\*Wire Fraud is Real\*. Before wiring any money, call the intended recipient at a number you know is valid to confirm the instructions.** Additionally, please note that the sender does not have authority to bind a party to a real estate contract via written or verbal communication.

## ATTACHMENT C1

Margaret K. Carton  
476 Linden Street  
Winnetka, Illinois 60093



Design Review Board  
Village of Winnetka  
Winnetka, Illinois 60093

To Whom it May Concern:

I am writing in regard to the proposed multi-family residential building and landscape at 455 Linden in Winnetka.

As a neighbor and Winnetka resident, I have reviewed the proposal and have several comments.

1. The A001 site map graphically depicts the relationship between the proposed building and adjacent structures. In all instances, the proposed building extends beyond the established setbacks of its neighbors. The result is a bulky structure which seems inconsistent and incompatible with the established residential nature and character of the neighborhood. Further, It appears to loom over Cherry Street.
2. The elevation of the proposed building depicted on sheet A001.1 shows it dwarfing the adjacent structures. The raised beds exacerbate the problem. The project seems overbuilt on the site and lacks a respect for the site.
3. The 2' raised beds, necessary to accommodate the underground parking, are at odds with the residential character of the neighborhood and contribute to the bulky massing of the proposed project.
4. Although not directly the purview of the DRB, the variances necessary for the completion of this project - namely the raised beds - contribute to the visual and actual overbuilding of the site. While I understand that the site is zoned B1 to accommodate a multi-family project, I would suggest that the construction of four three bedroom + den apartments with underground parking is inappropriate on a corner lot of approximately 9,952 square feet. The requisite raised beds, screening the underground parking, are still building components. Zoning regulations and constraints are codified for many reasons - one being to maintain the character of a neighborhood or area.
5. While I understand that taste is relative, I would argue that the design of the project and materials, specifically the use of a standing seam metal roof and raised beds are inconsistent with the neighborhood and village design guidelines.

Sincerely,

Margaret Carton  
Registered Architect