



DESIGN REVIEW BOARD/SIGN BOARD OF APPEALS REGULAR MEETING
THURSDAY, MARCH 17, 2022 - 7:00 PM
WINNETKA VILLAGE HALL COUNCIL CHAMBERS – 510 GREEN BAY ROAD

AGENDA ITEMS

1. Call to Order & Roll Call.
2. Approval of February 22, 2022, meeting minutes.
3. **Case No. 22-07-DR: 571 Lincoln Avenue:** Sign Permit to allow the installation of three window signs and one awning sign on the storefront of 571 Lincoln Avenue.
4. **Case No. 22-08-SU: 275 Fairview Avenue – Greeley Elementary School:** Certificate of Appropriateness to allow replacement of existing play equipment and replacement of wood chips with a rubberized surface for the existing playground located on the northeast corner of the school property.
5. **Case No. 22-09-SU: 1110 Chatfield Road – Hubbard Woods Elementary School:** Certificate of Appropriateness to allow replacement of existing play equipment and replacement of wood chips with a rubberized surface for the existing playground on the school property.
6. **Case No. 22-06-DR: 813 Oak Street:** Certificate of Appropriateness to allow installation of a rolling fence gate that would enclose the waste refuse container and service area.
7. **Case No. 22-08-DR: 992 Green Bay Road:** A preliminary review of a proposed new two-story commercial building at 992 Green Bay Road that would house the Winnetka Thrift Shop on the first floor and the Counseling Center of the North Shore on the second floor. The proposed building would replace the two existing buildings on the property.
8. Discussion of the Sign Code Requirements and Design Guidelines for Window Signs.
9. Other Business.
 - a. April 21, 2022, Meeting - Quorum check.
 - b. Comprehensive Plan – March 21 Plan Commission Meeting – ***Community Heritage & Placemaking***, Health and Engaging Lifestyles, and Civic Engagement
10. Public Comment.
11. 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; or (2) by sending a letter to Community Development, Village of Winnetka, 510 Green Bay Rd, Winnetka, IL 60093.

All agenda materials are available at www.villageofwinnetka.org/agendacenter.

NOTICE

The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that 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 facilities, contact the Village ADA Coordinator at 510 Green Bay Road, Winnetka, Illinois 60093 [Telephone: (847) 716-3543; T.T.Y.: (847) 501-6041.

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4 **Winnetka Design Review Board/Sign Board of Appeals Meeting Minutes**
5 **February 22, 2022**

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12 **Members Present:**

Kirk Albinson, Chairman
Michael Klaskin
Paul Konstant
Maggie Meiners
Katie Moor
Heather Niehoff
Michael Ritter

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18 **Members Absent:**

None

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22 **Village Staff:**

David Schoon, Director of Community Development
Brian Norkus, Assistant Director of Community Development
Christopher Marx, Associate Planner

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28 **Introductory Remarks Regarding Conduct of Virtual Meeting:**

Chairman Albinson read the Oral Declaration into the record.

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32 **Call to Order & Roll Call:**

Chairman Albinson called the meeting to order at 6:00 p.m.

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38 **Approval of January 20, 2022 meeting minutes.**

Chairman Albinson asked if there were any comments or a motion to approve the January 20, 2022 meeting minutes. Mr. Konstant moved to approve the January 20, 2022 meeting minutes. Mr. Klaskin seconded the motion. A vote was taken and the motion unanimously passed:

AYES: Albinson, Klaskin, Konstant, Meiners, Moor, Niehoff, Ritter
NAYS: None

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44 **Case No. 22-03: 1070 Gage Street – Serena & Lily: Certificate of Appropriateness to allow exterior building and site alterations to the existing commercial veiling at 1070 Gage Street.**

Mr. Marx identified the applicant, the property's location and zoning classification which is a single story building and currently vacant. He described the applicant's proposed business noting they have several locations in the United States. Mr. Marx then stated changes would be made on both frontages and referred to the Green Bay Road frontage which would be painted white and further described the window alterations and installations. He informed the Board the proposed windows are shown on Figure B-1 and wood planters would also be installed on each window along with sidewalk planters in the spring. Mr. Marx identified the signage location and description of the signage, gooseneck lighting and light sconces. He stated the north façade on Gage Street would contain similar improvements as well as doors, pin mounted lettering and a 4 foot picket fence to provide a location for their outdoor offerings. Mr. Marx then stated soft ground landscape lighting is also proposed which required further consideration during the permit phase. He noted the proposed signage complied with the sign code requirements and asked if there were any questions. No questions were raised at this time.

Mr. Norkus allowed the applicants into the meeting. Shawn Vance stated she would speak on behalf of the applicants and informed the Board the applicant has 15 locations which are white and is their brand image. She also stated the fence served as a security feature for the outdoor courtyard area and described the proposed paver to be used. Ms. Vance explained the reasoning behind the proposal for the landscape lighting and they are open to alternatives. She described the proposed signage as understated and further described the proposed custom windows and brand imaging.

Chairman Albinson asked what are the window and shutter colors. Ms. Vance stated the windows are white with charcoal gray shutters. Several Board Members described the proposal as a huge improvement. Ms. Vance

1 confirmed the materials would be of good quality. Ms. Niehoff asked how they planned to handle the exterior
2 courtyard during the winter. Ms. Vance responded the vignettes would be scaled back in the winter with the goal
3 for it to remain functional. She noted although some furniture would be removed and the area would never be
4 empty. Ms. Niehoff commented the fence may prohibit viewing into the retail space. Ms. Vance then described the
5 picket fence and its transparency. Mr. Marx referred to Figure A-4 which contained the fence rendering. Ms.
6 Niehoff suggested it be more open to allow for more transparency. Ms. Vance estimated the minimum
7 transparency goal of 30%. Chairman Albinson questioned whether the space is conveyed as a courtyard and Ms.
8 Vance confirmed that is correct. She also stated while they have used fountains in other locations, they did not
9 propose it for this location based on the climate.

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11 Chairman Albinson asked if there were any other questions or a motion. Mr. Ritter moved to issue a Certificate of
12 Appropriateness to approve the request as presented. Ms. Moor seconded the motion. A vote was taken and the
13 motion unanimously passed:

14 AYES: Albinson, Klaskin, Konstant, Meiners, Moor, Niehoff, Ritter

15 NAYS: None

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17 **Case No. 22-04: 566 Chestnut Street – Fizz & Pop: Sign permit to allow the installation of window signs to a**
18 **storefront of the building at 566 Chestnut Street.**

19 Mr. Marx identified the property's location and zoning classification and described the proposed business. He then
20 referred to the frontage, the sign decal and sign font which is to be located on the main storefront window's lower
21 half. Mr. Marx stated the sign is compliant with sign code regulations and asked if there were any questions.

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23 Chairman Albinson stated if there are no questions or comments from the Board, there is no need for a
24 presentation from the applicants. The Board Members commented the proposal is fine. Chairman Albinson then
25 asked for a motion.

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27 Mr. Konstant moved to approve the request as presented. Ms. Niehoff seconded the motion. A vote was taken and
28 the motion unanimously passed:

29 AYES: Albinson, Klaskin, Konstant, Meiners, Moor, Niehoff, Ritter

30 NAYS: None

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32 **Case No. 22-05: 964 Green Bay Road - heARTs studio: Sign permit to allow the installation of a projecting sign to**
33 **a storefront of the building at 964 Green Bay Road.**

34 Mr. Marx stated the request is for previously vacant space which he identified as well as its zoning classification in
35 the commercial overlay district. He stated the former Randoons' sign was approved years ago and the proposed
36 sign would match it in appearance. Mr. Marx stated the proposed sign would be on the same elevation to the right
37 and described the sign's materials. He noted the sign is compliant with sign code requirements and asked if there
38 were any questions.

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40 Chairman Albinson asked if the sign is the company's logo and Mr. Marx responded the applicant did not apply for
41 window signage and that the applicant can provide clarification. Chairman Albinson then asked if there were any
42 questions or a motion.

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44 Ms. Niehoff asked if there is any correlation between window signage and business success since the applicant is
45 not applying for window signage. Mr. Marx stated window signage is the most frequent application they get and
46 the fact the Village is discussing the Comprehensive Plan. He stated there has been no analysis in terms of business
47 success compared to having window signage which they can look into. Ms. Niehoff suggested everything be done
48 to help businesses. Chairman Albinson noted the Board is to review the current sign code requirements and design
49 guidelines with the discussion being deferred until they resume in-person meetings in conjunction with the
50 Comprehensive Plan review.

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1 Chairman Albinson asked if there were any other questions or whether the applicant presentation is necessary. No
2 comments were made at this time. Mr. Konstant moved to approve the request as presented. Mr. Ritter seconded
3 the motion. A vote was taken and the motion unanimously passed:

4 AYES: Albinson, Klaskin, Konstant, Meiners, Moor, Niehoff, Ritter

5 NAYS: None

6
7 **Other Business.**

8 a. March 17, 2022 Meeting – Quorum check.

9 Mr. Schoon confirmed in-person meetings would resume in March at 7pm. The Board Members discussed their
10 availability. Mr. Schoon informed the Board they would discuss window signage, administrative review and
11 variation standards with regard to possibility of making adjustments to those items at the March meeting while
12 considering the number of cases on the agenda.

13
14 **Public Comment.**

15 No comments were made at this time.

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17 **Adjournment:**

18 A motion to adjourn was made by Mr. Klaskin and seconded by Mr. Konstant. A vote was taken and the motion
19 unanimously passed:

20 AYES: Albinson, Klaskin, Konstant, Meiners, Moor, Niehoff, Ritter

21 NAYS: None

22 The meeting was adjourned at 6:39 p.m.

23
24 Respectfully submitted,

25
26 Antionette Johnson
27 Recording Secretary



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: DESIGN REVIEW BOARD
FROM: CHRISTOPHER MARX, AICP, ASSOCIATE PLANNER
DATE: MARCH 11, 2022
SUBJECT: 571 LINCOLN AVENUE – SKYLINE WINDOW COVERINGS – SIGN PERMIT (CASE NO. 22-07-DR)

INTRODUCTION

On March 17, 2022, the Design Review Board (DRB) is scheduled to consider a sign permit application submitted by Skyline Window Coverings (the “Applicant”), as the lessee of the commercial space located at 571 Lincoln Avenue (the “Subject Property”), to allow the installation of window signs and an awning sign on the street frontage of the Subject Property.

PROPERTY DESCRIPTION

The Subject Property is located on the east side of Lincoln Avenue between Elm Street and Pine 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 contains a one-story building with a traditional brick façade, clay tile roof, and minor architectural accents. Other tenants in the building include *M. Stefanich Antiques, Ltd.*, *Mirani’s at home*, *J. McLaughlin Clothing Store*, and *Compass Real Estate*. Figure 1 below identifies the Subject Property.



Figure 1 – Subject Property – Store frontage of *Skyline Window Coverings* along Lincoln Avenue

CURRENT REQUEST

The Applicant is seeking approval of three window signs and one awning sign to provide identification and promotion of a new window coverings business. Two identical window signs would each be located slightly above center on the north and west storefront windows of the retail space. The signs would have the word "Skyline" in a commercially stylish 6-inch white font and further down would be the words "Hunter Douglas" in a more standard 3.5-inch white font and logo with a gold horizontal accent line separating both portions of the window graphic. The glass door would have a sign that repeats the "Skyline" word logo in a white font with the hours of operation, phone number, and internet address of the business in white and gold fonts of 0.8 inches. The existing awning would have "Skyline Window Coverings" in the company logo font and a basic modern font of 5.5-inch white lettering, located on the valance ribbon. The Applicant has provided renderings, illustrations, and design specifications of the proposed 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 window signs and awning signs in the commercial districts. Window signs are limited to 10% of the overall window area. The proposed window signs would be compliant as their decal graphics would take up 1.92%, 4.66%, and 9.44% of their window areas, respectively. The awning sign would only contain the business name with a font height of less than 6 inches as required in the Sign Code. The overall sign area of the Lincoln Avenue frontage would take up 3.52% of the maximum permitted 15% cumulative sign area for all window signs, wall signs, and awning signs. 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 and awning 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 signs would be located near the center of the windows and have a font that is no taller than 6 inches. For awning signs, the Guidelines recommend that any signs be located on the valance and be no taller than 6 inches in height, for which the proposed awning sign would comply. An excerpt of the Design Guidelines pertaining to signs is included as Attachment C.

SUMMARY

The Applicant requests that the DRB find the proposed signs as appropriate and compatible with the Design Guidelines and approve the application as proposed. Should the DRB find the proposed signage 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

ATTACHMENT A

Village of Winnetka
SIGN PERMIT APPLICATION

VILLAGE OF WINNETKA, ILLINOIS
DEPARTMENT OF COMMUNITY DEVELOPMENT

SIGN PERMIT APPLICATION

Tenant/Lessee

Name of Business Skyline Window Coverings		Primary contact name Jason Roellchen		Phone No. 312-434-1001
Street Address 571 Lincoln Ave.				
City Winnetka	State IL	Zip Code 60093	Email jasonr@skylinewindowcoverings.com	

Sign Company

Name of Sign Company FastSigns		Primary contact name Todd Fisher		Phone No. 7736988115
Street Address 1101 W Belmont Ave,				
City Chicago	State IL	Zip Code 60657	Email todd.fisher@fastsigns.com	

Property Owner

Name of Company Skyline Window Coverings		Primary contact name Jason Roellchen		Phone No. 312-434-1001
Street Address: 4050 N. Rockwell St.				
City Chicago	State IL	Zip Code 60618	Email jasonr@skylinewindowcoverings.com	

Sign type(s): window graphics wall-mounted sign ground-mounted sign
 (check all that apply) projecting sign other Awning sign

Additional description of sign type and materials _____

OFFICE USE ONLY: PERMIT FEE (\$60/\$195 per sign) _____
CONDITIONS OF APPROVAL: _____



skyline Window Coverings

Awning placement - 5.5x46" tall

skyline

HunterDouglas 

North Facing Window - 23x12" tall

Front Facing Window - 30x15"

skyline

Monday - Friday | 10am - 6pm

Wednesday | by appointment

Saturday | 10am - 2pm

Sunday | Closed

📞 847.613.1440

skylinewindowcoverings.com

From:



Subject:

Re: Sign Permit Application Followup

Date:

Thursday, March 3, 2022 6:03:09 PM

Attachments:

[image001.png](#)

[winnetka-signs copy.pdf](#)

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

Hi Chris,

Here is everything you need from us.

The approximate dimensions are on the pdf sheets. Per our calculations these fall between the allowed 10% window spacing for each window.

The font size for the graphics is as follows:

Door: 57pt for the hours/phone # and web address respectively

Awning: 207pt for the words "window covering"

North and front facing glass: Because these are custom fonts they do not have a standard font height. However, I have measured them out and on the largest window the Skyline falls below the 6" font height allowance and a 432pt the Hunter Douglas logo falls below the 250 pt range.

Let me know if you have any questions,

Hannah Jackson

DIGITAL MARKETING COORDINATOR



skylineconsultingco.com

4050 N Rockwell St Ste A Chicago, IL

LinkedIn

On Thu, Mar 3, 2022 at 2:07 PM Christopher Marx <CMarx@winnetka.org> wrote:

It should be. The most important things are 1. Sign graphics 2. Sign Measurements 3. Store Frontage Rendering. Those three items and the details laid out in the previous email.

Please be sure that the convex of the window graphic measures to be less than 10% of the window. See example below that is excerpted from our sign permit application.

From: [REDACTED]
Subject: Re: Skyline Window Coverings Winnetka Signage
Date: Monday, February 28, 2022 12:08:30 PM
Attachments: [Skyline-2022-Sign-Permit-Design-Review-Application-Packet-PDF.pdf](#)
[Skyline-signs-winnetka-signs-new.pdf](#)

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

Hi Chris,

Here are the renderings of the signs. Be aware that the information on the front of the door may change although size will be compliant with the space allowance.
if you cannot view the pdf in your browser please download it

Here are the measurements for the windows

Front: 113.875 x 84.875"
Side: 81.5 x 69.75"
Door: 23.125 x 68.5"

Materials will be vinyl die-cut lettering and colors are as proposed in the renderings. Awning materials will be fade resistant ink. Colors are Black and gold. If color codes are needed please let me know.

The application states signs are not permitted to be above 6" however the size of the windows dictates that 10% of the area allowed would give us up to 8". What is the actual maximum height allowance?

Please let me know if the application is missing any information.

Thank you!

Hannah Jackson

DIGITAL MARKETING COORDINATOR



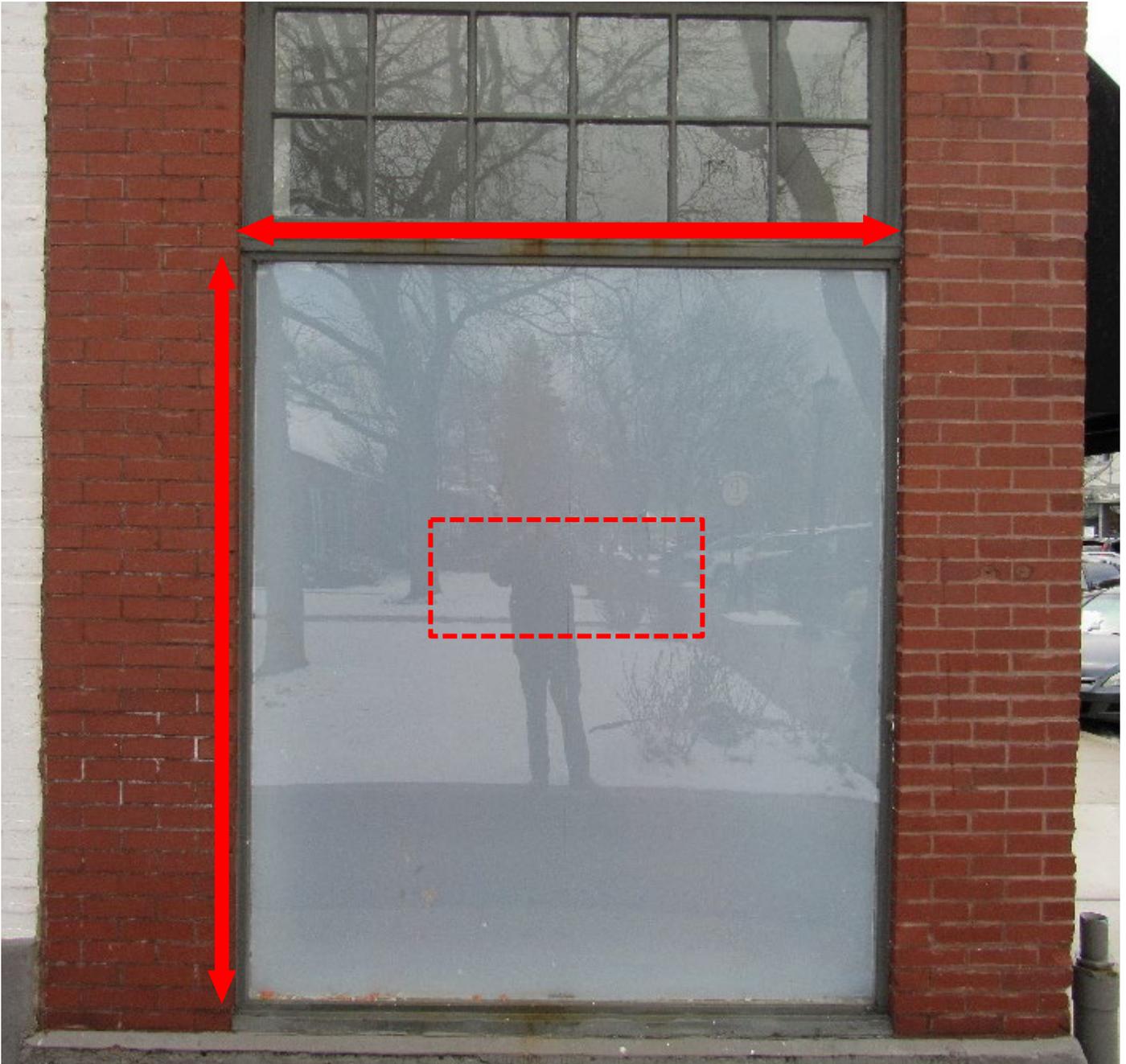
- skylineconsultingco.com
- 4050 N Rockwell St Ste A Chicago, IL
- LinkedIn

On Mon, Feb 28, 2022 at 10:37 AM Christopher Marx <CMarx@winnetka.org> wrote:

Jason and Hannah,

Good morning. We needed a sign permit application before this past weekend to be certain

Attachment B – Staff Analysis of Sign Area



Area of North Window: 6.79 feet x 5.81 feet = 39.45 square feet
Area of Proposed Sign: 1 foot x 1.92 feet = 1.92 square feet
Maximum Permitted Sign Area Coverage of Window: **3.945 square feet (10%)**
Proposed Sign Area Coverage of Window: **1.92 square feet (4.87%)**



Area of Storefront Window: 7.07 feet x 9.49 feet = 67.09 square feet

Area of Proposed Storefront Window Sign: 2.5 feet x 1.25 feet = 3.12 square feet

Maximum Permitted Sign Area Coverage of Storefront Window: **6.7 square feet (10%)**

Proposed Sign Area Coverage of Window: **3.12 square feet (4.66%)**

Area of Door Window: 5.71 feet x 1.93 feet = 11.02 square feet

Area of Proposed Door Window Sign: 1.08 feet x 0.96 feet = 1.04 square feet

Maximum Permitted Sign Area Coverage of Door Window: **1.1 square feet (10%)**

Proposed Sign Area Coverage of Door Window: **1.04 square feet (9.44%)**

Area of Storefront Frontage: 12 feet x 14 feet = 168 square feet

Area of Proposed Awning Sign: 0.46 feet x 3.83 feet = 1.76 square feet

Maximum Permitted Sign Area Coverage of Storefront: **25.2 square feet (15%)**

Proposed Sign Area Coverage: 3.12 square feet + 1.04 square feet + 1.76 square feet = **5.92 square feet (3.52%)**

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.

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: ANN KLAASSEN, SENIOR PLANNER
DATE: MARCH 11, 2022
SUBJECT: 275 FAIRVIEW AVENUE - GREELEY ELEMENTARY SCHOOL -
CERTIFICATE OF APPROPRIATENESS (CASE NO. 22-08-SU)

INTRODUCTION

On March 17, 2022, the Design Review Board is scheduled to hold a public hearing on an application submitted by Kathryn Talty Landscape Architecture (the "Applicant") on behalf of Winnetka Public School District 36, as the owner of the property located at 275 Fairview Avenue (the "Subject Property"). The Applicant is proposing improvements to an existing playground located on the northeast corner of the Subject Property and requests approval of a Certificate of Appropriateness.

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, staff has not received any written comment from the public regarding this application.

The Applicant has also submitted an application requesting approval of an amendment to an existing Special Use Permit that allowed playground improvements on the Subject Property located in the R-5 Single-Family Residential Zoning District, as well as a variation application to allow improvements to the existing playground located on the northeast corner of the Subject Property. The requested variations would permit the playground to (i) exceed the maximum permitted impermeable lot coverage; (ii) exceed the maximum permitted front yard lot coverage; and (iii) provide less than the minimum required front yard setback from Hawthorn Lane. The Zoning Board of Appeals is scheduled to consider the special use permit and variation request on March 14, 2022. The Plan Commission is scheduled to consider the special use permit on March 23, 2022.

The Village Council has final jurisdiction on this request.

PROPERTY DESCRIPTION

The Subject Property, which is approximately 2.7 acres (117,627 square feet) in size, is located on the east side of Fairview Avenue between Hawthorn and Elder Lanes and contains Greeley Elementary School (see Figure 1).

The Comprehensive Plan designates the Subject Property as appropriate for "Public/Semi-Public" uses. The property is zoned R-5 Single Family Residential, and it is surrounded by R-5 Single Family Residential and also bordered by R-4 Single Family Residential to the north (see Figure 2).

In addition to single-family residential uses, the R-5 District allows a limited range of additional uses by Special Use Permit. Allowed Special Uses in the R-5 District include (a) church or temple; (b) public school, elementary and high, or private school having a curriculum equivalent to a public elementary school, public high school or public institution of higher learning; and (c) library.

The Applicant's use of the Subject Property as a school is generally consistent with the Comprehensive Plan land use designation and the R-5 zoning district.



Figure 1 – Aerial Map

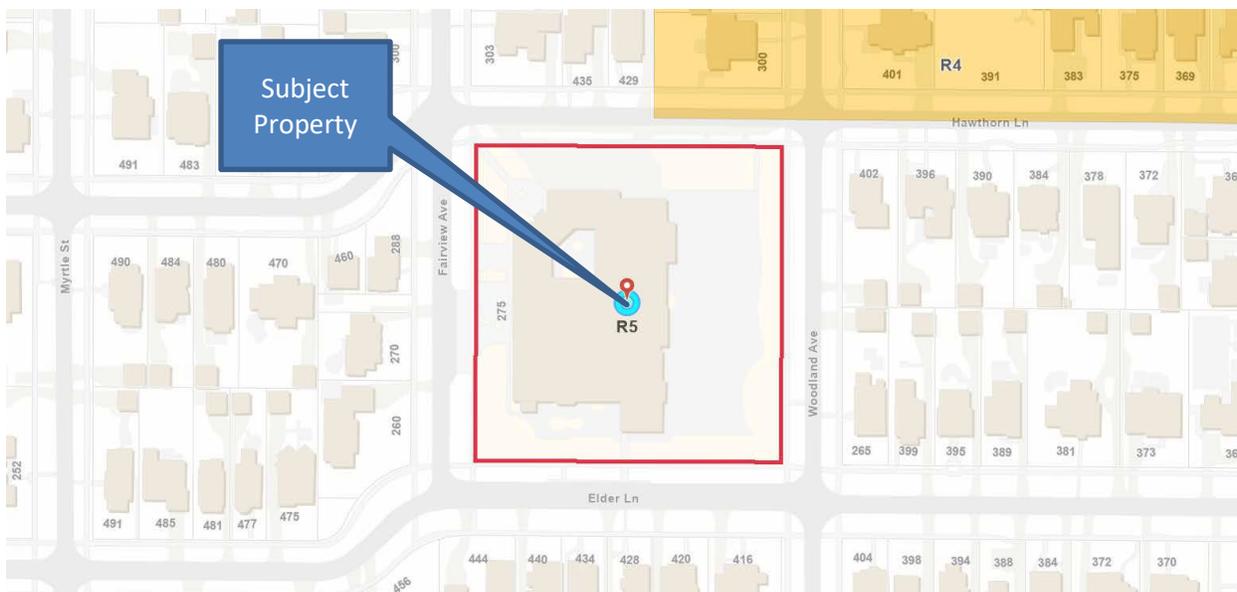


Figure 2 – Zoning Map

PROPERTY HISTORY AND PREVIOUS ZONING APPLICATIONS

Greeley School was constructed circa 1912. Significant additions were constructed in 1923, 1954 and 2008. There are nine (9) previous zoning cases on file for the Subject Property:

1. In 1964, ZBA Case No. 928 was approved for a front yard setback variation to allow a classroom

- structure;
2. In 1994, ZBA Case No. 1608 was approved for a special use permit and a variation to allow a storage shed;
 3. Ordinance M-577-99 was adopted in June 1999 by the Village Council, granting front yard setback variations from Elder and Hawthorn Lanes, and Woodland Avenue to allow replacement of playground equipment;
 4. In 1999, ZBA Case No. 99-29-SU was a request to expand the parking lot that would have exceeded the permitted impermeable lot coverage and added parking spaces that would not have met the required front yard setback. The application was withdrawn;
 5. Ordinance M-6-2007 was adopted in May 2007 by the Village Council, granting a Special Use Permit and variations to allow construction of a two-story addition on the northeast corner of the existing school building. The approved variations were for (a) GFA; (b) roofed lot coverage; and (c) impermeable lot coverage;
 6. In 2014, ZBA Case No. 14-11-SU was a request to install play equipment that would not have met the required front yard setbacks from Elder Lane and Woodland Avenue. The application was withdrawn;
 7. Ordinance M-3-2015 was adopted in January 2015 by the Village Council, granting a Special Use permit and variations to allow an outdoor classroom and playground improvements. The approved variations were for the required front yard setbacks from Elder Lane and Woodland Avenue;
 8. In 2016, ZBA Case No. 16-20-SU was a request to replace the kindergarten playground equipment that would not have met the required front yard setback from Elder Lane. The application was withdrawn; and
 9. Ordinance M-4-2017 was adopted in May 2017 by the Village Council, granting a Special Use Permit and a variation to allow improvements to the kindergarten playground. The approved variation was for the required front yard setback from Elder Lane.

The Ordinances previously listed are included in this report as Attachment B.

Figures 3 and 4 on the following page are current photos of the site where the improvements are proposed.



Existing Play Equipment to be Replaced

Figure 3 – Subject Property – Northeast Playground - Looking South



Existing Play Equipment to be Replaced

Figure 4 - Subject Property – Northeast Playground – Looking West

PROPOSED PLAN

The proposed playground improvements are limited to the existing playground located on the northeast corner of the Subject Property. The existing play equipment would be replaced with new equipment of a similar style within the existing established play area. The existing mulch (fiber) play surface would be replaced with rubberized surfacing to provide improved accessibility for students with mobility challenges. The rubberized surface area would measure 3,976 square feet.

The proposed equipment would be in a palette of green and brown and supplied by NuToys Leisure Products, specifically from the manufacturer Landscape Structures. The tallest piece of equipment would be 12 feet in height.

An excerpt of the proposed site plan and renderings of the proposed equipment are provided on the next page as Figures 5 and 6. The complete set of plans are provided in the application materials, which are included in this report as Attachment A.

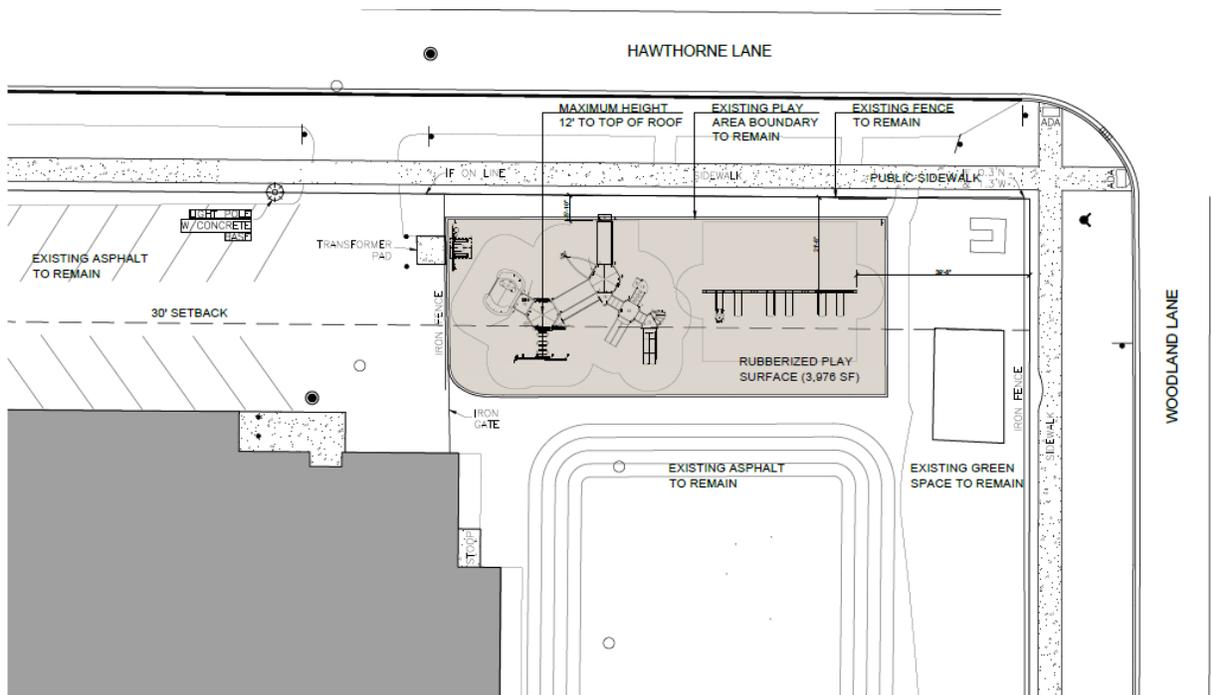


Figure 5 – Excerpt of Proposed Site Plan



Figure 6 – Rendering of Proposed Play Equipment

ZONING RELIEF

Although not part of the DRB's consideration, it should be noted that three variations are being requested to allow the proposed improvements to (i) exceed the maximum permitted impermeable lot coverage (ILC); (ii) exceed the maximum permitted front yard lot coverage (FYLC); and (iii) provide less than the minimum required front yard setback from Hawthorn Lane. The existing improvements on the Subject Property are already nonconforming with respect to the permitted ILC and FYLC, as well as the minimum required front yard setback from Hawthorn Lane.

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 playground improvements to the existing playground located on the northeast corner of the Greeley Elementary School property located at 275 Fairview Avenue comply with the above standards.

RECOMMENDATION

At the March 17, 2022, Design Review Board meeting, the Board is scheduled to consider the design of the Applicant's proposed playground improvements to the existing playground located at northeast corner of the Subject Property.

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 playground improvements to the existing playground located on the northeast corner of the Greeley Elementary School property located at 275 Fairview Avenue.

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

Move to recommend **approval [denial]** of a certificate of appropriateness for the **design of the proposed playground improvements for the existing playground located on the northeast corner of the Greeley Elementary School property at 275 Fairview Avenue**, 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: Ordinance M-577-99, adopted June 16, 1999
Ordinance M-6-2007, adopted May 15, 2007
Ordinance M-3-2015, adopted January 20, 2015
Ordinance M-4-2017, adopted May 16, 2017

ATTACHMENT A

VILLAGE OF WINNETKA, ILLINOIS
DEPARTMENT OF COMMUNITY DEVELOPMENT

CERTIFICATE OF APPROPRIATENESS APPLICATION

Project Address: _____

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) _____

Please provide a detailed description of the proposed work (attach additional information such as material specifications, photographs, etc.): _____

I/We hereby certify that as _____(Lessee/Owner) of the property located at _____(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 _____

<u>FOR OFFICE USE ONLY</u>	
COA applied for (date):	_____
COA Case Number:	_____
COA Issued (date):	_____

PRIMARY DESIGN FIRM	_____
CONTACT NAME	_____
ADDRESS	_____

PHONE NO.	_____
EMAIL	_____

Greeley School Playground Enhancements
Project narrative

School District 36 respectfully submits this application for a zoning variance and special use permit to enhance the existing Northeast playground on its Greeley School campus. As part of an ongoing commitment to maintain its facilities, the School District seeks to replace several pieces of vintage play equipment that have aged beyond their useful life.

The vintage equipment will be replaced by new equipment of similar style. All new play equipment will be located in an established play area that has contained the previously existing equipment. Within the play area, the fiber play surfacing will be replaced with rubberized surfacing under all equipment in accordance with all safety requirements.

The school stakeholders' (including teachers, students, parents and the nurse) feedback was sought and the equipment was selected with this input in mind. Attention was focused on adding play pieces that allow the greatest opportunity for inclusive play, serving all the students that attend the school. The addition of the rubberized surface will provide a more accessible route to the equipment for students with mobility issues.

The School District seeks approval to install this play equipment during the school's summer break with a planned commencement of June 2022.

- LEGEND**
- ADA = ADA PAD
 - CMP = CORRUGATED METAL PIPE
 - CO = CLEANOUT
 - CTV = CABLE/TV
 - DE = DRAINAGE EASEMENT
 - DU = DESTINATION UNKNOWN
 - IF = IRON FENCE
 - IP = IRON PIPE
 - IR = IRON ROD
 - OH = OVERHEAD WIRE
 - (R) = RECORD
 - RCP = REINFORCED CONCRETE PIPE
 - R.O.W. = RIGHT OF WAY
 - UP = UTILITY POLE
 - BB =
 - ▲ = FIRE HYDRANT
 - ⊠ = INLET BASIN
 - ⊙ = ROUND OPEN GRATE MANHOLE
 - ⊙ = SANITARY MANHOLE
 - ⊙ = STORM MANHOLE
 - ⊙ = SIGN
 - ⊙ = WATER VALVE VAULT
 - ▒ = BRICK
 - ▒ = CONCRETE
 - ⊙ = TREE & TREE SIZE

- LEGEND**
- = GAS LINE
 - = STORM SEWER
 - = SANITARY SEWER
 - = WATER LINE

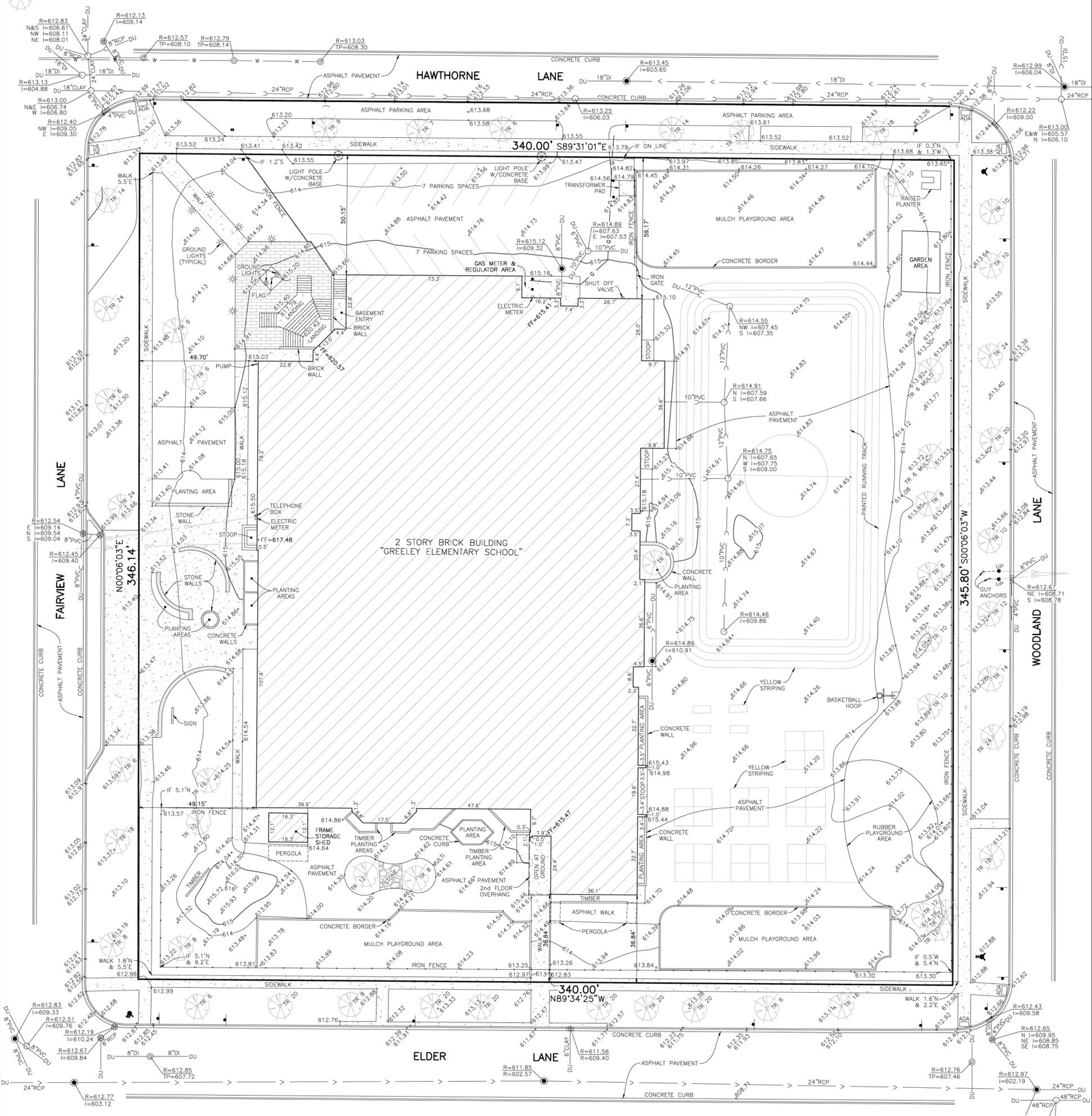
NOTE:
TFW SURVEYING & MAPPING, INC., HAS BEEN COMMISSIONED TO PERFORM A BOUNDARY SURVEY OF ONLY THAT REAL ESTATE AS LEGALLY DESCRIBED ABOVE. ALL DATA AS SHOWN HEREON, BUT LYING BEYOND THE BOUNDARY LIMITS AS LEGALLY DESCRIBED ABOVE, INCLUDING (BUT NOT LIMITED TO) LOT LINES, EASEMENTS AND SETBACK LINES IS UNOFFICIAL AND INCOMPLETE AND IS SHOWN FOR INFORMATIONAL PURPOSES ONLY. THIS SURVEY DOES NOT INTEND TO VERIFY OR SUBSTANTIATE EASEMENTS OR BUILDING LINES (OR THE VACATION OF SAME) ON ADJOINING PROPERTIES (UNLESS OTHERWISE SPECIFICALLY REFERENCED IN A TITLE COMMITMENT AS BEING BENEFICIAL TO OR AN ENCUMBRANCE ON THE PROPERTY AS LEGALLY DESCRIBED ABOVE). REFER TO A PLAT OF SURVEY BY OTHERS AND / OR SEE PUBLIC RECORD DOCUMENTS FOR COMPLETE DETAILS PERTINENT TO ALL ADJOINING PROPERTIES.

TFW SURVEYING & MAPPING INC.
LAND SURVEYING • TOPOGRAPHIC MAPPING • CONSTRUCTION LAYOUT
1761 NORTH DULLES ROAD • SUITE 105 • GURNEE, ILLINOIS 60031
847-548-6600 FAX 548-6699
info@tfwsurvey.com www.tfwsurvey.com

PLAT OF SURVEY OF

BLOCK 9 OF LAKE SHORE SUBDIVISION, BEING A SUBDIVISION IN SECTION 21, TOWNSHIP 42 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN THE VILLAGE OF WINNETKA, COOK COUNTY, ILLINOIS.

NOTE:
NO LEGAL DESCRIPTION OR TITLE REPORT PROVIDED BY CLIENT



NOTE:
THE VILLAGE OF WINNETKA HAS BEEN CONTACTED AND A REQUEST FOR UTILITY MAPS HAS BEEN MADE. AT DATE OF ISSUE, THE VILLAGE HAS NOT RESPONDED.

BENCHMARK:
ELEVATIONS ARE IN RELATION TO BENCHMARK DESIGNATION J 274, PID NG0120 LOCATED 3.1 MI N FROM EVANSTON AT ABOUT 1.7 MILES NORTHWEST ALONG THE CHICAGO AND NORTHWESTERN RAILWAY FROM THE MAIN STREET RAILWAY STATION AT EVANSTON, THENCE 0.9 MILE EAST ALONG NOYES STREET, THENCE 0.2 MILE SOUTH ALONG SHERIDAN ROAD, THENCE 0.3 MILE EAST THROUGH PARKING LOT AND CAMPUS TO THE WATER INTAKE AND GREEN HOUSE LOCATED ABOUT 100 YARDS EAST OF THE MARK W. CRESAP LABORATORY AT NORTHWESTERN UNIVERSITY, 0.1 MILE NORTH OF THE ENGELHART TOWER BUILDING, 11.3 FEET EAST OF THE EAST CURB OF A DRIVE, 75.7 FEET NORTHEAST OF AND ACROSS THE DRIVE FROM THE SOUTHEAST CORNER OF THE UTILITY PLANT BUILDING, SET IN THE TOP AND CENTER OF THE LOWER LEDGE OF WEST CONCRETE WALL OF WATER INTAKE WHICH IS ON PILING DRIVEN TO BEDROCK AND ABOUT 1.6 FEET ABOVE THE GROUND. ELEVATION = 590.82 (NAVD 88)

NO J.U.L.I.E. LOCATE FOR THIS SITE WAS REQUESTED.

UTILITY INFORMATION SHOWN IS BASED ONLY ON VISIBLE SURFACE AND FIELD MARKINGS SUPPLIED BY OTHERS.

BUILDING MEASUREMENTS AND PROPERTY LINE TIES, AS SHOWN HEREON ARE REFERENCED TO OUTSIDE OF BUILDING.

EASEMENT AND SETBACK LINES SHOWN ARE FROM THE RECORDED PLAT OF SUBDIVISION

NO DIMENSIONS TO BE ASSUMED FROM SCALING

FENCE TIES ARE REFERENCED TO CENTER OF FENCE POST, UNLESS OTHERWISE NOTED.

COMPARE YOUR LEGAL DESCRIPTION AND BOUNDARY MONUMENTATION WITH THIS PLAT AND AT ONCE REPORT ANY DISCREPANCIES WHICH YOU MAY FIND.

NOTE ON DATUM:
BEARINGS SHOWN HEREON ARE BASED ON STATE PLANE COORDINATES AND DO NOT MATCH RECORDED BEARINGS.

STATE OF ILLINOIS
COUNTY OF LAKE JSS

I, JAMES P. MEIER, ILLINOIS PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT I HAVE SURVEYED THE PROPERTY AS DESCRIBED ABOVE AND THAT THE PLAT HEREON DRAWN IS A REPRESENTATION OF SAID SURVEY. DIMENSIONS ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF. THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

CERTIFIED AT GURNEE, ILLINOIS THIS 15th DAY OF NOVEMBER, 2021.



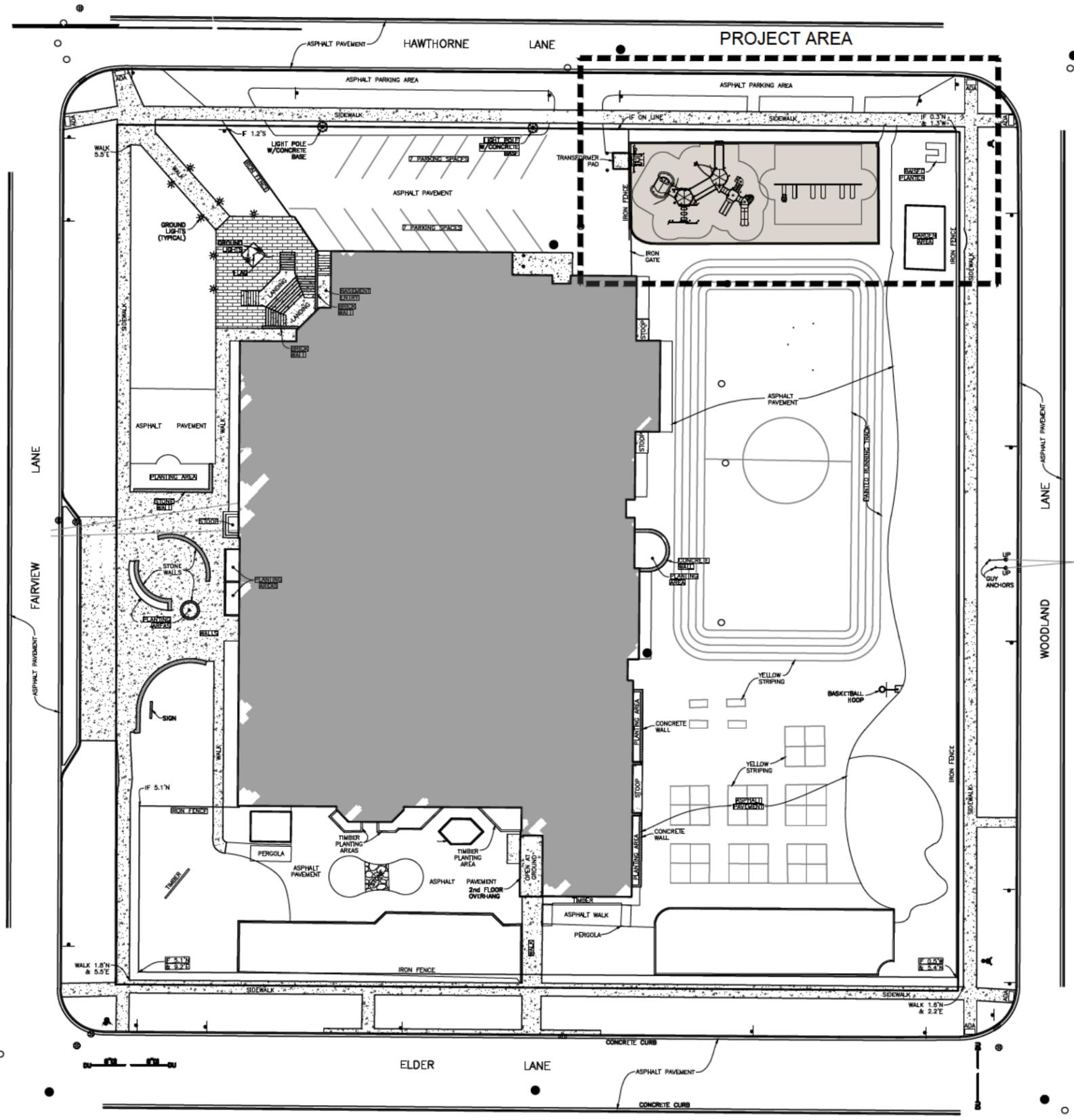
James P. Meier

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-3295
LICENSE EXPIRES NOVEMBER 30, 2022

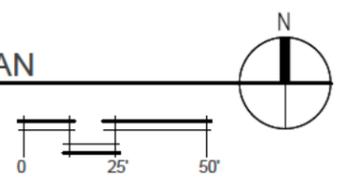
DATE: NOVEMBER 15, 2021
ORDER NO.: 210813
PROJ. NO.: 3324
FOR: WINNETKA PUBLIC SCHOOLS DISTRICT 36
PROJ. NAME: GREELEY ELEMENTARY SCHOOL
Copyright © TFW Surveying & Mapping, Inc., 2021. All rights reserved.
Professional Design Firm Registration #184-002793.

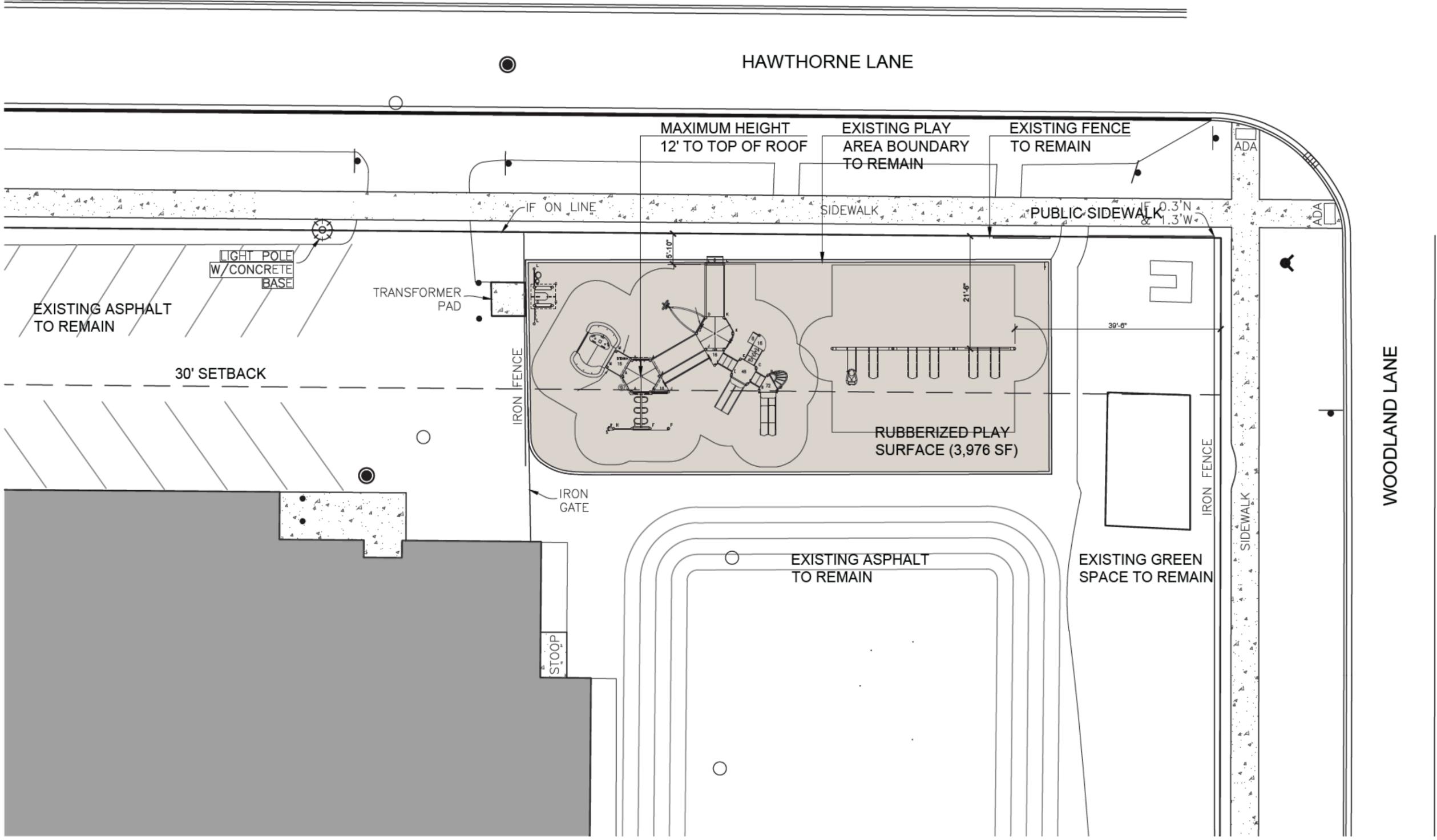
DATE OF FIELD INSPECTION:
NOVEMBER 9, 2021

**TOTAL AREA OF TRACT SURVEYED =
117,627 SQUARE FEET OR 2.7003 ACRES**

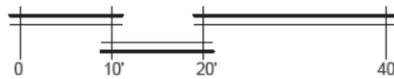


PROJECT LOCATION PLAN
SCALE: 1" = 50'-0"





SITE PLAN
SCALE: 1" = 20'-0"



PLAY AREA IMPROVEMENTS

SCHOOL DISTRICT 36 - GREELEY SCHOOL

WINNETKA, ILLINOIS

Kathryn Talty
landscape architecture

Winnetka, Illinois 60093
847.612.5154
www.ktdesign.com



SITE PHOTOS
EXISTING EQUIPMENT TO BE REPLACED



SITE PHOTOS
STREET VIEW

PLAY AREA IMPROVEMENTS

SCHOOL DISTRICT 36 - GREELEY SCHOOL

WINNETKA, ILLINOIS

Kathryn Talty
landscape architecture



Box 2121
 La Grange, IL 60525
 708-579-9055
 708-579-0109 (fax)
 1-800-526-6197

January 18, 2022

GREELEY ELEMETARY SCHOOL
 WINNETKA, IL
 OPTION 3 - REVISED
 PLAYBOOSTER COMPONENT SYSTEM

<u>QTY.</u>	<u>NO.</u>	<u>DESCRIPTION</u>
5-12 Year Olds Play Equipment		
1	111346B	Ramp Exit Plate DB
2	156232A	Ramp w/Guardrails w/Curbs Meets ASTM
1	176081A	Canyon Climber
1	152907B	Deck Link w/Barriers Steel end panels 2 Steps
1	152907C	Deck Link w/Barriers Steel end panels 3 Steps
1	156915A	Pod Climber 16"Dk DB Right Mounted Handhold
1	176079A	Sunbeam Climber
1	152911C	Curved Transfer Module Right 48"Dk DB
2	178710A	Hexagon Tenderdeck
1	121948A	Kick Plate 8"Rise
1	111229A	Square Deck Extension
1	111228A	Square Tenderdeck
2	111231A	Triangular Tenderdeck
1	119646A	Tri-Deck Extension
5	191031A	Accessible Panel Curb
1	123844A	Braille Panel Above Deck
1	135731A	Chimes Reach Panel Above Deck
1	127953B	Handhold Panel
1	127953A	Handhold Panel Set
1	127439A	Navigator Reach Panel Above Deck
1	173564A	Optigear Panel Above Deck
1	164148A	Ring-A-Bell Reach Panel Above Deck
1	111357A	Chinning Bar Alum DB
1	201546A	Gyro Twister DB
1	153165A	Stationary Cyler Accessible
1	141887B	Access/Landing Assembly Seat Barrier Left 16"Dk
1	130873A	Ring Pull
1	119805A	Single Beam Loop Horiz Ladder 84"
1	111404G	100"Alum Post DB
1	111404F	108"Alum Post DB
2	111404E	116"Alum Post DB
2	111404D	124"Alum Post DB
2	111404C	132"Alum Post DB
2	111404O	132"Steel Post DB 42" BURY
3	111404A	148"Alum Post DB

6	111403E	150"Alum Post For Roof DB
2	111405H	50"Alum Flush Post w/Standard Cap DB
2	111404J	76"Alum Post DB
2	111404I	84"Alum Post DB
3	111404H	92"Alum Post DB
1	130567A	Hex Shingle Roof
1	123331B	Double Slide 48"Dk DB
1	130390A	Double Swoosh Slide 72"Dk DB
1	138871A	Sway Fun Wheelchair Glider 16"Height
1	182503C	Welcome Sign (LSI Provided) Ages 5-12 years DB

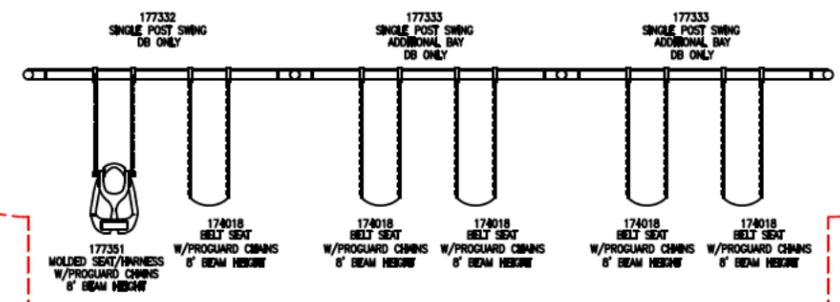
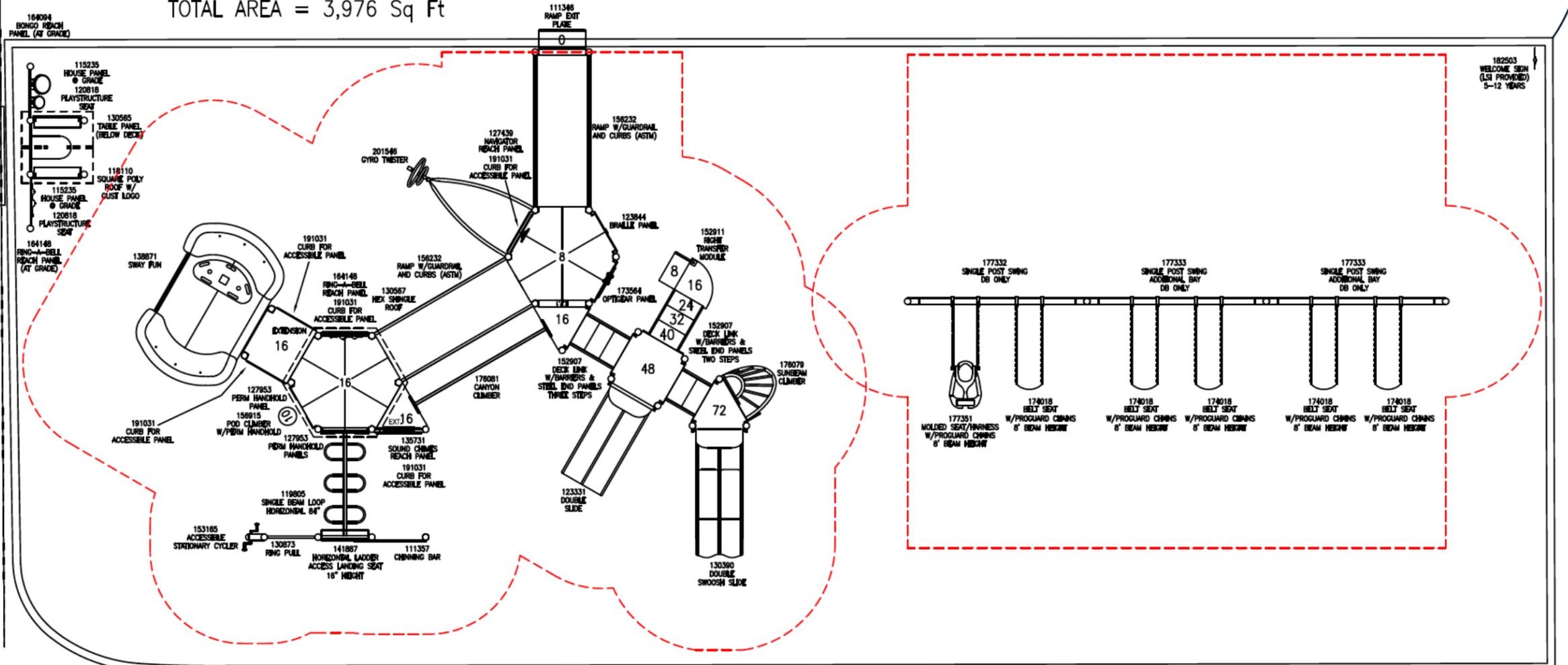
2-12 Year Olds Clubhouse with Musical Panels

1	164094B	Bongo Reach Panel Ground Level
2	115235B	House Panel Ground Level
1	164148B	Ring-A-Bell Reach Panel Ground Level
1	130565A	Table Panel DB
2	120818A	Playstructure Seat
4	111403J	110"Alum Post For Roof DB
2	111404J	76"Alum Post DB
1	118110A	Square Poly Roof Custom Logo Panels GREELEY ELEMENTARY

**New 6-Place Single Post Swing Set
5 Belts and 1 ADA**

5	174018A	Belt Seat Proguard Chains 8' Beam
1	177351A	Molded Bucket Seat (5-12 yrs) w/Harness Proguard Chains 8' Beam
1	177332A	Single Post Swing Frame 8' Beam
2	177333A	Single Post Swing Frame Addtl Bay 8' Beam

TOTAL AREA = 3,976 Sq Ft



GREELEY ELEMENTARY SCHOOL
WINNETKA, IL
CODE: WNN22GRE3 - OPTION 3

11/26/2021 DRAWN BY: DS
STRUCTURE DIMENSIONS:
ACTUAL SIZE:
AREA REQUIRED:
Copyright: Landscape Structures, Inc

REVISED 1/13/2022



GREELEY ELEMENTARY SCHOOL

WNN22GRE3-3-1 • 02.11.2022





GREELEY ELEMENTARY SCHOOL

WNN22GRE3-3-2 • 02.11.2022





GREELEY ELEMENTARY SCHOOL

WNN22GRE3-3-3 • 02.11.2022



ATTACHMENT B

ORDINANCE NO. M-577-99

AN ORDINANCE GRANTING A VARIATION IN THE APPLICATION OF THE ZONING ORDINANCE OF THE VILLAGE OF WINNETKA, COOK COUNTY, ILLINOIS FOR THE SAMUEL SEWALL GREELEY SCHOOL (275 Fairview)

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is the beneficial owner of the following described real estate (the "Subject Property")

All of block nine (9) (lots 1 to 14) and vacated alley in the Lake Shore subdivision, Village of Winnetka, being subdivision of lot one (1) in a subdivision of Nicholas Simons and others of a part of fractional Southeast Quarter (S. E. ¼) of Section twenty-one (21) and of fractional Southwest Quarter (S. W. ¼) of Section twenty-two (22) Township forty-two (42) North, Range thirteen (13) East of the Third Principal Meridian, and five (5) acres more or less lying north of and adjoining said lot one (1), extending to Dales Addition to Winnetka, on the North, and lying between the Lake Shore road known as Lake Avenue on the West and Lake Michigan on the East; Village of Winnetka, Cook County, Illinois.

commonly known as 275 Fairview Avenue, Winnetka, Illinois, and located in the R-5 Single-Family Residential Zoning District provided in the Winnetka Zoning Ordinance, Chapter 22, Winnetka Village Code; and

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is a body corporate and politic of the State of Illinois and operates a public school known as the Samuel Sewall Greeley School on the Subject Property, which is improved with the Samuel Sewall Greeley School building and accessory structures; and

WHEREAS, public schools are permitted as special uses in the R-5 Single-Family Residential District, subject to the conditions and requirements pertaining to special uses, as set forth in Section 22.13 of the Winnetka Zoning Ordinance; and

WHEREAS, the Samuel Sewall Greeley School has been in continuous operation as a public school since it was constructed on the Subject Property around 1912; and

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 ("Board of Education") has filed an application for a variation from the front setback provisions of Section 22.05(h) of the Zoning Ordinance, to permit the replacement of existing play equipment over a two-year period, with a 10-foot front yard setback from Elder Lane, a 14-foot setback from Woodland Avenue, and a 13-foot setback from Hawthorne Lane, whereas a 30.0-foot setback from each street frontage is required, resulting in variations of 20 feet (66.67%), 16 feet (53.3% and 17 feet (56.67%), respectively; and

WHEREAS, on March 18, 1999, the Design Review Board considered the proposed improvements and have unanimously determined that a certificate of appropriateness would issue for the proposed upgrading of the play equipment and landscaping; and

WHEREAS, on May 17, 1999, on due notice thereof, the Zoning Board of Appeals conducted a public hearing on the requested variations and by the unanimous vote of the four members then present, has reported to the Council recommending that the requested variations be granted; and

WHEREAS, the Council of the Village of Winnetka have previously considered applications for zoning relief for the Subject Property and have granted the following: (a) a 1964 setback variation for placement of a temporary classroom structure that was removed in 1969; and (b) a 1994 special use and variation in maximum building size to allow the construction of a storage shed; and

WHEREAS, the proposed replacement of the play equipment maintains or reduces existing nonconformities and does not change the use or intensity of use of the Subject Property, and therefore does not require an amendment to the special use permit; and

WHEREAS, the plight of the Board of Education is unique in that: (a) the play equipment is a necessary accessory to the principal use of the Subject Property in meeting the School District's statutory obligations; (b) the strict application of the front setback requirements would reduce the amount of space available for the playground and play equipment; (c) acquiring adjoining properties for expansion of the site is not feasible; and (d) relocating the playground equipment to a conforming location would impede sight lines necessary for visual supervision of playground activities, and would increase the likelihood of classroom disruption due to placing the equipment closer to the school building; and

WHEREAS, the variation, if granted, will not alter the essential character of the locality, in that the Samuel Sewall Greeley School is an established use in the neighborhood, the proposed improvements will replace play equipment currently located in the same area of the Subject Property, and will reduce the degree of nonconformity in two of the setbacks; and

WHEREAS, the Subject Property cannot yield a reasonable return if permitted to be used only under the conditions allowed by the applicable zoning regulations, as the sole purpose of the property is to provide for the education of students as required by law; and

WHEREAS, an adequate supply of light and air to adjacent property will not be impaired, as the tallest decks of the new equipment will be slightly lower than the tallest decks of the existing equipment; and

WHEREAS, the hazard from fire and other damages to the property will not be increased, because the new equipment will have fewer wood components; and

WHEREAS, there is no evidence that the taxable value of land and buildings throughout the Village will diminish; and

WHEREAS, the proposed renovation of the playground equipment will not increase congestion in the public streets; and

WHEREAS, the proposed playground equipment will not be detrimental to or endanger the public health, safety, comfort, morals and welfare of the inhabitants of the Village, because the new equipment: (a) will reduce the degree of nonconformity in the Hawthorne Lane setback from 21.5 feet to 17 feet, (b) will reduce the degree of nonconformity in the Elder Lane setbacks from 24.5 feet to 20 feet, and (c) will provide a safer playground that will be in full compliance with current safety standards and guidelines, will meet accessibility requirements of the Americans with Disabilities Act, and will provide additional visual screening for the neighboring

properties and will improve stormwater drainage.

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

SECTION 1: That the foregoing recitals are hereby incorporated as the findings of the Council of the Village of Winnetka, as if fully set forth herein.

SECTION 2: That variations are hereby granted with respect to the Subject Property, which is located in the R-5 Single-Family Residential Zoning District, and which is commonly known as Samuel Sewall Greeley School, 275 Fairview Avenue, to permit the replacement of existing playground equipment over a two-year period, allowing the equipment to observe a 10-foot front yard setback from Elder Lane, and a 13-foot setback from Hawthorne Lane, whereas a 30.0-foot setback is required from each street frontage, resulting in variations of 20 feet (66.67%) and 17 feet (56.67%), respectively, in accordance with the plans submitted with the application for variation, and subject to the conditions and limitations hereinafter set forth.

SECTION 3: That the variations hereby granted is conditioned upon the commencement of the proposed construction within 24 months after the effective date of this Ordinance.

SECTION 4: This Ordinance shall take effect immediately upon passage, approval and posting.

ADOPTED this 15th day of June, 1999, pursuant to the following roll call vote:

AYES: Trustees Aquilino, Derning, Duhl, Lien, and Powell.

NAYS: None.

ABSENT: Trustee Hilton.

APPROVED this 15th day of June, 1999.

Signed:

ss/Louise A. Holland

Village President

Countersigned:

ss/Douglas G. Williams

Village Clerk

Introduced: June 8, 1999

Posted: June 9, 1999

Passed and Approved: June 15, 1999

Posted: June 16, 1999

ORDINANCE NO. M-6-2007

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AND VARIATION IN THE APPLICATION OF THE ZONING ORDINANCE OF THE VILLAGE OF WINNETKA, COOK COUNTY, ILLINOIS FOR THE SAMUEL SEWALL GREELEY SCHOOL (275 Fairview)

WHEREAS, the Village of Winnetka is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970, pursuant to which it has the authority, except as limited by said Section 6 of Article VII, to exercise any power and perform any function pertaining to the government and affairs of the Village; and

WHEREAS, the Council of the Village of Winnetka ("Village Council") find that establishing standards for the use and development of lands and buildings within the Village and establishing and applying criteria for variations from those standards are matters pertaining to the affairs of the Village; and

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is the beneficial owner of the following described real estate (the "Subject Property"), which is commonly known as Greeley Elementary School, 275 Fairview Avenue, Winnetka, Illinois:

All of Block 9, Lots 1 through 14 inclusive, and vacated alley in the Lake Shore Subdivision, Village of Winnetka, being a subdivision of Lot 1 in a subdivision of Nicholas Simons and Others of a part of the Fractional Southeast Quarter of Section 21 and a Fractional Southwest Quarter of Section 22, Township 42 North, Range 13, East of the Third Principal Meridian, in Cook County, Illinois; and

WHEREAS, the Subject Property is located in the R-5 Single-Family Residential District provided in Chapter 17.12 of the Winnetka Zoning Ordinance, Title 17 of the Winnetka Village Code; and

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is a body corporate and politic of the State of Illinois and operates a public school known as the Samuel Sewall Greeley Elementary School on the Subject Property, which is improved with the Greeley School building and accessory structures; and

WHEREAS, public schools are permitted as special uses in the R-5 Single-Family Residential District, subject to the conditions and requirements pertaining to special uses, as set forth in Chapter 17.56 of the Winnetka Zoning Ordinance; and

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 ("applicant") has filed an application for a special use permit pursuant to Section 17.12.020(C)(2) and Section 17.56.010 of the Winnetka Zoning Ordinance, to amend the site plan for the Subject Property so as to allow the construction of a two-story addition at the northeast corner of the existing school building; and

WHEREAS, the applicant has also filed an application for variations from the following requirements of the Lot, Space, Bulk and Yard Regulations for Single Family Residential Districts established by Chapter 17.30 of the Zoning Ordinance: (a) a variation from the Intensity of Use of Lot limitations of Section 17.30.030 to allow a roofed lot coverage of 33,354.74 square feet, whereas a maximum of 29,449.00 square feet is allowed, resulting in a variation of 3,905.74 square feet (13.26%); (b) a variation from the Intensity of Use of Lot Limitations of Section 17.30.030 to allow an impermeable lot coverage of 94,061.68 square feet, whereas the maximum allowable is 58,898.00 square feet, resulting in a variation of 35,163.58 square feet (59.7%); and (c) a variation from the Maximum Building Size provisions of Section 17.30.040 to permit a gross floor area of 73,424.74 square feet, whereas a maximum of 28,908.08 square feet is allowed, resulting in a variation of 44,516.66 square feet (153.99%); and

WHEREAS, the special use permit and zoning variations are being requested to allow a portion of the existing school at the northeast corner of the building to be removed and replaced with a new, two-story addition that will include a lunch room, several classrooms, an elevator and restrooms on the first floor, and a learning center, computer lab, one classroom, an elevator and restrooms on the second floor; and

WHEREAS, on March 15, 2007, on due notice thereof, the Design Review Board considered the design of the proposed improvements and the four members then present issued favorable comment for the proposed addition; and

WHEREAS, on due notice thereof, the Zoning Board of Appeals held a public hearing on April 9, 2007, to consider the special use permit and variation requests for the proposed addition, and by the unanimous vote of the seven members then present, has recommended that the requested special use permit and variations be granted; and

WHEREAS, no owners of property located within 250 feet of the Subject Property have filed written objections to the special use application; and

WHEREAS, on April 12, 2007, on due notice thereof, the Plan Commission convened to consider the requested special use, at which time nine members of the Plan Commission were present; and

WHEREAS, the applicant's representative member of the Plan Commission recused herself from the consideration of the application, whereupon the remaining eight members considered the requested special use and, by the favorable vote of the eight participating members, found the proposed special use to be consistent with the Comprehensive Plan, *Winnetka 2020*, and have reported to the Council recommending that the special use be granted; and

WHEREAS, the proposed special use is consistent with the Comprehensive Plan's goal of preserving and enhancing those public assets and public lands that create the attractive appearance and peaceful, single-family residential character of the Village; and

WHEREAS, the proposed special use is consistent with the community goal of supporting educational excellence and the enrichment of the Village's cultural environment, as expressed in Section 2.6 of the Comprehensive Plan; and

WHEREAS, the proposed special use is consistent with six stated objectives for educational institutions set out in Section 2.6 of the Comprehensive Plan, in that: (i) the proposed building expansion stems from the recognition of the critical importance of educational institutions to Village residents; (ii) the proposed building expansion will provide additional space that will contribute to maintaining an atmosphere in which diverse cultural, educational and religious organizations may flourish and in which special activities for residents of

all ages may be enhanced; (iii) in its pursuit of the proposed building expansion, the School District has engaged in a public process that seeks to balance its institutional goals and minimizes adverse impacts to the character of the adjacent residential neighborhood; (iv) the proposed building expansion stems from the recognition that standards of educational excellence have changed over time and have thus necessitated changes in the physical configuration of the school and school grounds; (v) the proposed design seeks to preserve existing traffic patterns, thereby ensuring safe and attractive access to the school facilities; and (vi) the proposed use will enable the School District to continue to work cooperatively with the community to provide versatile facilities that can be made available for other community uses; and

WHEREAS, the proposed special use is consistent with the Comprehensive Plan's community goal of limiting institutional development within the Village so as to minimize the potentially adverse impacts on adjacent residential neighborhoods and to prevent the need for significant increases in infrastructure and other community resources, in that the proposed use does not affect the appearance of the neighborhood, maintains existing traffic patterns around the school and improves existing infrastructure; and

WHEREAS, the proposed special use is consistent with the Comprehensive Plan's community goals of: (i) ensuring that institutional development is appropriate with the character of, and minimizes the adverse impact on, its surrounding neighborhood; (ii) recognizing the critical role of the Village's historic architecture in defining Winnetka's unique character in public, institutional, commercial and residential areas, and encouraging its preservation; and (iii) encouraging organizations and schools in their efforts to beautify the Village, in that the proposed addition is only slightly larger than the portion of the building it will replace, and it has been designed to be consistent with the design of the existing building, further reducing the visual impact of the addition; and

WHEREAS, by maintaining existing traffic patterns around the school the proposed building expansion is consistent with the Comprehensive Plan, in that it fosters the objective of protecting residential neighborhoods and homes from the encroachment of incompatible land uses and traffic patterns; and

WHEREAS, the limited building expansion that is proposed is consistent with the Comprehensive Plan in that it furthers the goal of maintaining the quiet ambience of residential neighborhoods; and

WHEREAS, the design of the proposed addition is consistent with the Comprehensive Plan's objective to use high quality design and materials when constructing public improvements; and

WHEREAS, the proposed special use is consistent with the Comprehensive Plan, in that it furthers the objective of maintaining an atmosphere in which diverse cultural and educational organizations may flourish and in which special activities for residents of all ages may be enhanced; and

WHEREAS, the proposed special is consistent with the Comprehensive Plan, in that the applicant has presented its proposed plans for expanding the school in a manner that furthers the objective of engaging in a public process that balances institutional goals and minimizes adverse impact to the character of the adjacent residential neighborhood; and

WHEREAS, subject to the conditions hereinafter set forth, the proposed special use is consistent with the objective to preserve significant trees and encourage new tree planting on public and private properties to the greatest extent possible; and

WHEREAS, the Village Council accepts the Plan Commission's recommendation that the proposed special use is consistent with the recommendation stated in Section 4.3.6 of the Comprehensive Plan to ensure that proposals do not have an adverse impact on the residential character of the surrounding residential neighborhoods, and

WHEREAS, the Village Council accepts the Plan Commission's recommendation that the proposed special use is consistent with the Comprehensive Plan's objectives and recommendations stated in Section 4.3.6 of the Comprehensive Plan to encourage governmental and non-governmental institutions to work with their constituents, neighbors and the Village to minimize the impact of traffic and parking on surrounding residential streets and develop on-site solutions where appropriate and to foster greater cooperation among all institutions in the joint use of their recreational facilities; and

WHEREAS, the special use will not impede the normal and orderly development and improvement of other property in the immediate vicinity for uses permitted by right in the zoning district, nor will it substantially diminish or impair property values in the immediate vicinity, as the proposed building addition will not alter the existing use of the Subject Property and will replace a portion of the building that sits on raised columns with a two-story addition that will match the existing building design and materials and will have a substantially similar footprint; and

WHEREAS, adequate measures have been or will be taken to provide ingress and egress in a manner that minimizes pedestrian and vehicular traffic congestion in the public ways, in that the building addition is designed to meet the current student population and the Subject Property's existing patterns of ingress and egress will not be changed; and

WHEREAS, adequate parking, utilities, access roads, drainage and other facilities necessary for the operation of the special use either exist or will be provided, in that the Subject Property is served by all utilities, the building addition has been designed to address current usage needs and the parking and site access will remain the same; and

WHEREAS, the proposed building addition will benefit the public health, safety, comfort, morals or general welfare of the Village, in that it will improve the building's functionality by bringing it up to modern standards for educational facilities and will meet applicable accessibility standards; and

WHEREAS, the proposed building addition will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity, in that the school is an established presence in the neighborhood, and the proposed addition will improve the appearance of the building within the neighborhood without substantially increasing the building's footprint; and

WHEREAS, the special use in all other respects conforms to the applicable regulations of the Winnetka Zoning Ordinance and other Village ordinances and codes; and

WHEREAS, the Subject Property cannot yield a reasonable return if permitted to be used only under the conditions allowed by zoning

regulations, in that: (a) the sole purpose of the property is to provide for the education of students as required by law; (b) there have been no substantial improvements to the building since the 1970's; (c) building improvements are needed to meet modern educational standards and applicable accessibility standards; and (d) the necessary improvements cannot be made without obtaining the requested zoning relief; and

WHEREAS, the plight of the applicant is unique in that it is required by law to provide public education programs within the Village and the requested variations will enable it to meet modern educational facility standards and to accommodate the provisions of the Americans with Disabilities Act; and

WHEREAS, the variations, if granted, will not alter the essential character of the locality, in that: (a) the school is an established use in the neighborhood; and (b) the proposed addition will not significantly increase the building's footprint or alter its appearance in the neighborhood; and

WHEREAS, an adequate supply of light and air to adjacent property will not be impaired, as the addition complies with both height and setback requirements and the nearest residences to the addition are on the opposite side of Hawthorn Lane; and

WHEREAS, the hazard from fire and other damages to the property will not be increased, because the proposed construction will include a sprinkler system and will comply with all other building code standards applicable to the construction of educational facilities; and

WHEREAS, there is no evidence that the taxable value of the land and buildings throughout the Village will diminish and the proposed building addition is likely to help enhance property values by enabling the applicant to continue delivering the quality of education expected by the citizens of the Village; and

WHEREAS, congestion in the public streets will not increase, as the proposed addition is not being used to accommodate new students, but rather to better accommodate the learning needs of the current school population; and

WHEREAS, the public health, safety, comfort, morals and welfare of the inhabitants of the Village will not be otherwise impaired by the proposed addition.

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

SECTION 1: The foregoing recitals are hereby incorporated as the findings of the Council of the Village of Winnetka, as if fully set forth herein.

SECTION 2: That, pursuant to Sections 17.12.020(C)(2) and 17.56.010 of the Winnetka Zoning Ordinance, Title 17 of the Winnetka Village Code, and subject to the conditions set forth in Section 4 of this Ordinance, a special use permit is hereby granted with respect to the Subject Property, which is located in the R-5 Single-Family Residential Zoning District and is commonly known as the Samuel Sewall Greeley Elementary School, to allow the construction of a two-story addition at the northeast corner of the existing building, as more fully described in Section 4, below.

SECTION 3: That, subject to the conditions set forth in Section 4 of this Ordinance, the following variations are hereby granted to the Subject Property, which is located in the R-5 Single-Family Zoning District provided for in Chapter 17.12 of the Winnetka Zoning Ordinance, Title 17 of the Winnetka Village Code, and which is commonly known as the Samuel Sewall Greeley Elementary School: (a) a variation from the Intensity of Use of Lot limitations of Section 17.30.030 to allow a roofed lot coverage of 33,354.74 square feet, whereas a maximum of 29,449.00 square feet is allowed, resulting in a variation of 3,905.74 square-feet (13.26%); (b) a variation from the Intensity of Use of Lot Limitations of Section 17.30.030 to allow impermeable lot coverage of 94,061.68 square feet, whereas the maximum allowable is 58,898.00 square feet, resulting in a variation of 35,163.58 square-foot (59.7%); and (c) a variation from the Maximum Building Size provisions of Section 17.30.040, to permit a gross floor area of 73,424.74 square feet, whereas a maximum of 28,908.08 square feet is allowed, resulting in a variation of 44,516.66 square feet (153.99%), as more fully described in Section 4, below.

SECTION 4: That the special use permit and variations granted by this Ordinance shall be subject to the following conditions:

A. The special use permit and variations are for the sole purpose of allowing a portion of the existing school at the northeast corner of the building to be removed and replaced with a new, two-story addition that will include a lunch room, several classrooms, an elevator and restrooms on the first floor, and a learning center, computer lab, one classroom, an elevator and restrooms on the second floor, with all of said construction to be done in accordance with the plans and elevations that accompanied the application for special use permit, and all approved revisions thereto, including the development plans, landscape plans, site plans and elevations dated February 6, 2007, and the engineering plans dated January 19, 2007.

B. The applicant shall work with Village staff, including the Police and Fire Departments, to develop a mutually agreeable access and staging plan to address, to the extent reasonably possible: (i) protecting the safety of the students and general public during the construction; (ii) minimizing the impact of construction traffic on vehicular and pedestrian traffic on adjacent streets and sidewalks; and (iii) minimizing the general impact of the construction on the neighborhood.

SECTION 5: The Council finds and determines that it is both consistent with the Comprehensive Plan, *Winnetka 2020*, and in the interest of the general welfare of the Village that the Board of Education of Winnetka Elementary School District No. 36 continue its efforts to incorporate green spaces into its school development plans, and the Council therefore encourages the applicant to look for opportunities to reduce the amount of impermeable surface on the Subject Property and to replace the tree that will be removed as part of the building expansion.

SECTION 6: That, pursuant to Section 17.56.010(G) of the Winnetka Zoning Ordinance, all stipulations, conditions and restrictions set forth in this Ordinance as part of the terms under which the special use is granted, may be modified or revised from time to time by the Village Council following public notice and hearing, using the same procedures set forth in the Zoning Ordinance for processing the original special use application.

SECTION 7: This Ordinance is passed by the Council of the Village of Winnetka in the exercise of its home rule powers pursuant to

Section 6 of Article VII of the Illinois Constitution of 1970.

SECTION 8: This Ordinance shall take effect immediately upon its passage, approval and posting as provided by law.

PASSED this 15th day of May, 2007, pursuant to the following roll call vote:

AYES: Trustee Behles, Berger, Eilers, Ritchell, Tucker

NAYS: None

ABSENT: Trustee Abell

APPROVED this 15th day of May, 2007.

Signed:

//s//Edmund C. Woodbury

Village President

Countersigned:

//s//Douglas G. Williams

Village Clerk

Introduced: May 1, 2007

Posted: May 3, 2007

Passed and Approved: May 15, 2007

Posted: May 16, 2007

ORDINANCE NO. M-3-2015

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AND VARIATIONS FROM THE WINNETKA ZONING ORDINANCE FOR THE CONSTRUCTION AND OPERATION OF OUTDOOR CLASSROOM AND PLAYGROUND IMPROVEMENTS WITHIN THE R-5 SINGLE FAMILY RESIDENTIAL ZONING DISTRICT

(275 Fairview Avenue)

WHEREAS, Winnetka Public School District No. 36 ("*Applicant*") is the record title owner of that certain parcel of real property commonly known as 275 Fairveiw Avenue in Winnetka, Illinois, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance ("*Subject Property*"); and

WHEREAS, the Subject Property is improved with buildings and structures known as the Greeley School ("*School*"); and

WHEREAS, the Applicant desires to construct on the Subject Property certain outdoor classroom and playground improvements for use by students and teachers at the School (collectively, the "*Proposed Improvements*"); and

WHEREAS, the Subject Property is located within the R-5 Single Family Residential Zoning District of the Village ("*R-5 District*"); and

WHEREAS, in order to be constructed on the Subject Property within the R-5 District, the Proposed Improvements must have, pursuant to Section 17.30.050 of the Winnetka Zoning Ordinance ("*Zoning Ordinance*"), a minimum front yard setback of 30 feet from Elder Lane and Woodland Avenue, respectively; and

WHEREAS, the Applicant desires to construct the Proposed Improvements with front yard setbacks from: (i) Elder Lane of 11 feet and 24 feet; and (ii) Woodland Avenue of seven feet, in violation of Section 17.30.050 of the Zoning Ordinance; and

WHEREAS, pursuant to Section 17.12.020 of the Zoning Ordinance, the operation of an elementary school is not permitted within the R-5 District without a special use permit; and

WHEREAS, pursuant to Section 17.56.090 of the Zoning Ordinance, no special use may be enlarged or extended by structural alteration of a building or structure without a special use permit; and

WHEREAS, the Applicant filed an application for: (i) variations from Section 17.30.050 of the Zoning Ordinance to permit the construction of the Proposed Improvements on the Subject Property with front yard setbacks from (a) Elder Lane of 11 feet and 24 feet, and (b) Woodland Avenue of seven feet (collectively, the "*Variations*"); and (ii) a special use permit pursuant to Section 17.12.020 and Chapter 17.56 of the Zoning Ordinance to allow the extension of the operation of the School by the construction of the Proposed Improvements within the R-5 District ("*Special Use Permit*") (collectively, the Variations and the Special Use Permit are the "*Requested Relief*"); and

WHEREAS, on December 8, 2014, after due notice thereof, the Zoning Board of Appeals ("*ZBA*") conducted a public hearing on the Requested Relief and, by the unanimous vote of the five members then present, recommended that the Council of the Village of Winnetka ("*Village Council*") approve the Requested Relief; and

WHEREAS, pursuant to Chapter 17.60 and Chapter 17.56 of the Zoning Ordinance, the ZBA heard evidence and made certain findings in support of recommending approval of the Variations and the Special Use Permit, respectively, which findings are set forth in the ZBA public hearing minutes attached to and, by this reference, made a part of this Ordinance as **Exhibit B**; and

WHEREAS, on November 19, 2014, after due notice thereof, the Plan Commission met to consider whether approval of the Requested Relief is consistent with "Winnetka 2020," the Winnetka comprehensive plan ("*Comprehensive Plan*"), and found, by a vote of eight in favor, none opposed, and one abstention, that approval of the Requested Relief is consistent with the Comprehensive Plan; and

WHEREAS, on November 20, 2014, after due notice thereof, the Design Review Board met to consider the Requested Relief and, by unanimous vote of the five members then present, recommended that the Village Council approve the Requested Relief; and

WHEREAS, pursuant to Section 17.60.050 of the Zoning Ordinance, the Village Council has determined that: (i) the Variations are in harmony with the general purpose and intent of the Zoning Ordinance and are in accordance with general or specific rules set forth in Chapter 17.60 of the Zoning Ordinance; and (ii) there are practical difficulties or particular hardships in the way of carrying out the strict letter of the provisions or regulations of the Zoning Ordinance from which the Variations have been sought; and

WHEREAS, the Village Council has determined that approval of the proposed Special Use Permit: (i) is consistent with the Comprehensive Plan; and (ii) satisfies the standards for the approval of special use permits set forth in Chapter 17.56 of the Zoning Ordinance; and

WHEREAS, the Village Council has determined that approval of the Requested Relief for the construction of the Proposed Improvements on the Subject Property within the R-5 District is in the best interest of the Village and its residents;

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

SECTION 1: RECITALS. The foregoing recitals are hereby incorporated into this section as the findings of the Village Council, as if fully set forth herein.

SECTION 2: APPROVAL OF SPECIAL USE PERMIT. Subject to, and contingent upon, the terms, conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, the Special Use Permit is hereby granted, pursuant to Chapter 17.56 and Section 17.12.020 of the Zoning Ordinance and the home rule powers of the Village, to allow the extension of the operation of the School by the Applicant by the construction of the Proposed Improvements on the Subject Property within the R-5 District.

SECTION 3: APPROVAL OF VARIATIONS. Subject to, and contingent upon, the terms, conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, the following Variations are hereby granted with respect to the construction of the Proposed Improvements on the Subject Property, in accordance with and pursuant to Chapter 17.60 of the Zoning Ordinance and the home rule powers of the Village: variations from Section 17.30.050 of the Zoning Ordinance to permit front yard setbacks of: (i) 11 feet from Elder Lane to certain play equipment; (ii) 24 feet from Elder Lane to a certain trellis; and (iii) seven feet from Woodland Avenue to an outdoor classroom and certain play equipment.

SECTION 4: CONDITIONS. The Special Use Permit granted by Section 2 of this Ordinance and the Variations granted by Section 3 of this Ordinance are subject to, and contingent upon, compliance by the Applicant with the following conditions:

A. **Commencement of Construction.** The Applicant must commence the construction of the Proposed Improvements no later than 12 months after the effective date of this Ordinance.

B. **Compliance with Regulations.** Except to the extent specifically provided otherwise in this Ordinance, the development, use, and maintenance of the Proposed Improvements on the Subject Property must comply at all times with all applicable Village codes and ordinances, as they have been or may be amended over time.

C. **Reimbursement of Village Costs.** In addition to any other costs, payments, fees, charges, contributions, or dedications required under applicable Village codes, ordinances, resolutions, rules, or regulations, the Applicant must pay to the Village, promptly upon presentation of a written demand or demands therefor, of all fees, costs, and expenses incurred or accrued in connection with the review, negotiation, preparation, consideration, and review of this Ordinance. Payment of all such fees, costs, and expenses for which demand has been made shall be made by a certified or cashier's check. Further, the Applicant must pay upon demand all costs incurred by the Village for publications and recordings required in connection with the aforesaid matters.

D. **Compliance with Plans.** The development, use, and maintenance of the Proposed Improvements at the Subject Property must be in strict accordance with the following documents and plans, except for minor changes and site work approved by the Director of Community Development or the Director of Public Works (within their respective permitting authority) in accordance with all applicable Village codes, ordinances, and standards:

1. The "Dream Green – Play Area Improvement Plan" prepared by Green Associates, consisting of one sheet, and with a latest revision date of October 28, 2014, attached to and, by this reference, made a part of this Ordinance as **Exhibit C**; and

2. The "Proposed Play Equipment and Site Improvements (Reference Drawing L-101)" prepared by Green Associates, consisting of two sheets, and with a latest revision date of October 28, 2014, attached to and, by this reference, made a part of this Ordinance as **Exhibit D**.

SECTION 5: RECORDATION; BINDING EFFECT. A copy of this Ordinance will be recorded with the Cook County Recorder of Deeds. This Ordinance and the privileges, obligations, and provisions contained herein inure solely to the benefit of, and are binding upon, the Applicant and each of its heirs, representatives, successors, and assigns.

SECTION 6: FAILURE TO COMPLY. Upon the failure or refusal of the Applicant to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, in addition to all other remedies available to the Village, the approvals granted in Sections 2 and 3 of this Ordinance will, at the sole discretion of the Village Council, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village Council may not so revoke the approvals granted in Sections 2 and 3 of this Ordinance unless it first provides the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Village Council. In the event of revocation, the development and use of the Subject Property will be governed solely by the regulations of the applicable zoning district and the applicable provisions of the Zoning Ordinance, as the same may, from time to time, be amended. Further, in the event of such revocation, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances.

SECTION 7: AMENDMENT OF SPECIAL USE PERMIT. Any amendments to the approvals granted in Sections 2 and 3 of this Ordinance that may be requested by the Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Ordinance.

SECTION 8: SEVERABILITY. If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance shall remain in full force and effect, and shall be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

SECTION 9: EFFECTIVE DATE.

A. This Ordinance will be effective only upon the occurrence of all of the following events:

1. Passage by the Village Council in the manner required by law;
2. Publication in pamphlet form in the manner required by law; and

3. The filing by the Applicant with the Village Clerk of an Unconditional Agreement and Consent in the form of **Exhibit E** attached to and, by this reference, made a part of this Ordinance to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance and to indemnify the Village for any claims that may arise in connection with the approval of this Ordinance.

B. In the event that the Applicant does not file with the Village Clerk a fully executed copy of the unconditional agreement and consent described in Section 9.A.3 of this Ordinance within 60 days after the date of passage of this Ordinance by the Village Council, the Village Council shall have the right, in its sole discretion, to declare this Ordinance null and void and of no force or effect.

PASSED this 20th day of January, 2015, pursuant to the following roll call vote:

AYES: Trustees Braun, Fessler, Kates, Krucks, McCrary and Prodomos

NAYS: None

ABSENT: None

APPROVED this 20th day of January, 2015.

Signed:

s/E. Gene Greable

Village President

Countersigned:

s/Robert M. Bahan

Village Clerk

Published by authority of the President and Board of Trustees of the Village of Winnetka, Illinois, this 20th day of January, 2015.

Introduced: Waived

Passed and Approved: January 20, 2015

EXHIBIT A

LEGAL DESCRIPTION OF SUBJECT PROPERTY

All of Block 9, Lots 1 through 14 inclusive, and vacated alley in the Lake Shore Subdivision, Village of Winnetka, being a subdivision of Lot 1 in a subdivision of Nicholas Simons and Others of a part of the Fractional Southeast Quarter of Section 21 and a Fractional Southwest Quarter of Section 22, Township 42 North, Range 13, East of the Third Principal Meridian, in Cook County, Illinois.

Commonly known as 275 Fairview Avenue, Winnetka, Illinois.

EXHIBIT B

DECEMBER 8, 2014 PUBLIC HEARING MINUTES OF THE ZBA

(SEE ATTACHED EXHIBIT B)

EXHIBIT C

DREAM GREEN – PLAY AREA IMPROVEMENT PLAN

(SEE ATTACHED EXHIBIT C)

EXHIBIT D

PROPOSED PLAY EQUIPMENT AND SITE IMPROVEMENTS

(SEE ATTACHED EXHIBIT D)

EXHIBIT E

UNCONDITIONAL AGREEMENT AND CONSENT

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

WHEREAS, Winnetka Public School District No. 36 ("*Applicant*") is the record title owner of the property commonly known as 275 Fairview Avenue in the Village ("*Subject Property*")

WHEREAS, the Applicant desires to construct on the Subject Property certain outdoor classroom and playground improvements for use by students and teachers; and

WHEREAS, Ordinance No. M-3-2015, adopted by the Village Council on _____, 2015 ("*Ordinance*"), grants certain variations from the provisions of the Winnetka Zoning Ordinance and a special use permit to the Applicant to permit the construction of the outdoor classroom and playground improvements on the Subject Property and the expanded use of the Subject Property for the operation of an elementary school; and

WHEREAS, Section 9 of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until the Applicant has filed, within 60 days following the passage of the Ordinance, its unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance;

NOW, THEREFORE, the Applicant does hereby agree and covenant as follows:

1. The Applicant does hereby unconditionally agree to accept, consent to, and abide by each and all of the terms, conditions, limitations, restrictions, and provisions of the Ordinance.

2. The Applicant acknowledges that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.

3. The Applicant acknowledges and agrees that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's grant of variations and a special use permit for the Subject Property or its adoption of the Ordinance, and that the Village's approvals do not, and will not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.

4. The Applicant does hereby agree to hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with the Village's adoption of the Ordinance granting the variations and the special use permit for the Subject Property.

5. The Applicant hereby agrees to pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Agreement and Consent. These expenses will include all out-of-pocket expenses, such as attorneys' and experts' fees, and will also include the reasonable value of any services rendered by any employees of the Village.

Dated: __, 2015

ATTEST:

By: __

Its: __

WINNETKA PUBLIC SCHOOL DISTRICT NO. 36

By: __

Its: __

ORDINANCE NO. M-4-2017

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AND VARIATION FROM THE WINNETKA ZONING ORDINANCE FOR THE CONSTRUCTION AND OPERATION OF PLAYGROUND IMPROVEMENTS WITHIN THE R-5 SINGLE FAMILY RESIDENTIAL ZONING DISTRICT

(275 Fairview Avenue)

WHEREAS, Winnetka Public School District No. 36 ("*Applicant*") is the record title owner of that certain parcel of real property commonly known as 275 Fairview Avenue in Winnetka, Illinois, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance ("*Subject Property*"); and

WHEREAS, the Subject Property is improved with buildings and structures known as the Greeley School ("*School*"); and

WHEREAS, the Applicant desires to construct on the Subject Property certain outdoor playground improvements for use primarily by students at the School (collectively, the "*Proposed Improvements*"); and

WHEREAS, the Subject Property is located within the R-5 Single Family Residential Zoning District of the Village ("*R-5 District*"); and

WHEREAS, in order to be constructed on the Subject Property within the R-5 District, the Proposed Improvements must have, pursuant to Section 17.30.050 of the Winnetka Zoning Ordinance ("*Zoning Ordinance*"), a minimum front yard setback of 30 feet from Elder Lane; and

WHEREAS, the Applicant desires to construct the Proposed Improvements with a front yard setback from Elder Lane of 11.58 feet; and

WHEREAS, pursuant to Section 17.12.020 of the Zoning Ordinance, the operation of an elementary school is permitted within the R-5 District only with a special use permit; and

WHEREAS, pursuant to Section 17.56.090 of the Zoning Ordinance, no special use may be enlarged or extended by structural alteration of a building or structure without a special use permit; and

WHEREAS, the Applicant filed an application for: (i) a variation from Section 17.30.050 of the Zoning Ordinance to permit the construction of the Proposed Improvements on the Subject Property with a front yard setback from Elder Lane of 11.58 feet ("*Variation*"); and (ii) a special use permit pursuant to Section 17.12.020 and Chapter 17.56 of the of the Zoning Ordinance to allow the construction of the Proposed Improvements within the R-5 District ("*Special Use Permit*") (collectively, the Variation and the Special Use Permit are the "*Requested Relief*"); and

WHEREAS, on April 10, 2017, after due notice thereof, the Zoning Board of Appeals ("*ZBA*") conducted a public hearing on the Requested Relief and, by the unanimous vote of the four members then present, recommended that the Council of the Village of Winnetka ("*Village Council*") approve the Requested Relief; and

WHEREAS, pursuant to Chapter 17.60 and Chapter 17.56 of the Zoning Ordinance, the ZBA heard evidence and made certain findings in support of recommending approval of the Variation and the Special Use Permit, respectively, which findings are set forth in the ZBA public hearing minutes attached to and, by this reference, made a part of this Ordinance as **Exhibit B**; and

WHEREAS, on March 15, 2017, after due notice thereof, the Plan Commission met to consider whether approval of the Requested Relief is consistent with "Winnetka 2020," the Winnetka comprehensive plan ("*Comprehensive Plan*"), and found, by the unanimous vote of the seven members then present, that approval of the Requested Relief is consistent with the Comprehensive Plan; and

WHEREAS, on March 16, 2017, after due notice thereof, the Design Review Board met to consider the Requested Relief and, by unanimous vote of the six members then present, recommended that the Village Council approve the Requested Relief; and

WHEREAS, pursuant to Section 17.60.050 of the Zoning Ordinance, the Village Council has determined that: (i) the Variation is in harmony with the general purpose and intent of the Zoning Ordinance and is in accordance with general or specific rules set forth in Chapter 17.60 of the Zoning Ordinance; and (ii) there are practical difficulties or particular hardships in the way of carrying out the strict letter of the provisions or regulations of the Zoning Ordinance from which the Variation has been sought; and

WHEREAS, the Village Council has determined that approval of the proposed Special Use Permit: (i) is consistent with the Comprehensive Plan; and (ii) satisfies the standards for the approval of special use permits set forth in Chapter 17.56 of the Zoning Ordinance; and

WHEREAS, the Village Council has determined that approval of the Requested Relief for the construction of the Proposed Improvements on the Subject Property within the R-5 District is in the best interest of the Village and its residents;

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

SECTION 1: RECITALS. The foregoing recitals are hereby incorporated into this section as the findings of the Village Council, as if fully set forth herein.

SECTION 2: APPROVAL OF SPECIAL USE PERMIT. Subject to, and contingent upon, the terms, conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, the Special Use Permit is hereby granted, pursuant to Chapter 17.56 and Section 17.12.020 of the Zoning Ordinance and the home rule powers of the Village, to allow the extension of the operation of the School by the construction of the Proposed Improvements on the Subject Property within the R-5 District.

SECTION 3: APPROVAL OF VARIATIONS. Subject to, and contingent upon, the terms, conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, the Variation from Section 17.30.050 of the Zoning Ordinance to permit a front yard setback of 11.58 feet from Elder Lane is hereby granted to allow for the construction of the Proposed Improvements on the Subject Property, in

accordance with and pursuant to Chapter 17.60 of the Zoning Ordinance and the home rule powers of the Village.

SECTION 4: CONDITIONS. The Special Use Permit granted by Section 2 of this Ordinance, and the Variations granted by Section 3 of this Ordinance, are subject to, and contingent upon, compliance by the Applicant with the following conditions:

- A. **Commencement of Construction.** The Applicant must commence the construction of the Proposed Improvements no later than 12 months after the effective date of this Ordinance.
- B. **Compliance with Regulations.** Except to the extent specifically provided otherwise in this Ordinance, the development, use, and maintenance of the Proposed Improvements on the Subject Property must comply at all times with all applicable Village codes and ordinances, as they have been or may be amended over time.
- C. **Reimbursement of Village Costs.** In addition to any other costs, payments, fees, charges, contributions, or dedications required under applicable Village codes, ordinances, resolutions, rules, or regulations, the Applicant must pay to the Village, promptly upon presentation of a written demand or demands therefor, of all fees, costs, and expenses incurred or accrued in connection with the review, negotiation, preparation, consideration, and review of this Ordinance. Payment of all such fees, costs, and expenses for which demand has been made shall be made by a certified or cashier's check. Further, the Applicant must pay upon demand all costs incurred by the Village for publications and recordings required in connection with the aforesaid matters.
- D. **Compliance with Plans.** The construction, development, use, and maintenance of the Proposed Improvements at the Subject Property must be in strict accordance with the following documents and plans, except for minor changes and site work approved by the Director of Community Development or the Director of Public Works (within their respective permitting authority) in accordance with all applicable Village codes, ordinances, and standards:
 1. The "Topographical Survey" prepared by Wendler Engineering Services, Inc., consisting of one sheet, and with a latest revision date of January 31, 2017, attached to and, by this reference, made a part of this Ordinance as **Exhibit C**; and
 2. The "Project Location Plan" prepared by K M Talty Design, consisting of one sheet, and with a latest revision date of February 13, 2017, attached to and, by this reference, made a part of this Ordinance as **Exhibit D**.
 3. The "Site Photos" prepared by K M Talty Design, consisting of one sheet, and with a latest revision date of November 1, 2016, attached to and, by this reference, made a part of this Ordinance as **Exhibit E**.
 4. The "Site Plan" prepared by K M Talty Design, consisting of one sheet, and with a latest revision date of February 15, 2017, attached to and, by this reference, made a part of this Ordinance as **Exhibit F**.
 5. The "Landscape Structure" plans prepared by NuToys Leasure Products, consisting of four sheets, and with a latest revision date of February 14, 2017, attached to and, by this reference, made a part of this Ordinance as **Exhibit G**.

SECTION 5: RECORDATION; BINDING EFFECT. A copy of this Ordinance will be recorded with the Cook County Recorder of Deeds. This Ordinance and the privileges, obligations, and provisions contained herein inure solely to the benefit of, and are binding upon, the Applicant and each of its heirs, representatives, successors, and assigns.

SECTION 6: FAILURE TO COMPLY. Upon the failure or refusal of the Applicant to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, in addition to all other remedies available to the Village, the approvals granted in Sections 2 and 3 of this Ordinance will, at the sole discretion of the Village Council, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village Council may not so revoke the approvals granted in Sections 2 and 3 of this Ordinance unless it first provides the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Village Council. In the event of revocation, the development and use of the Subject Property will be governed solely by the regulations of the applicable zoning district and the applicable provisions of the Zoning Ordinance, as the same may, from time to time, be amended. Further, in the event of such revocation, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances.

SECTION 7: AMENDMENT OF SPECIAL USE PERMIT. Any amendments to the approvals granted in Sections 2 and 3 of this Ordinance that may be requested by the Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Ordinance.

SECTION 8: SEVERABILITY. If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance shall remain in full force and effect, and shall be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

SECTION 9: EFFECTIVE DATE.

- A. This Ordinance will be effective only upon the occurrence of all of the following events:
 1. Passage by the Village Council in the manner required by law;
 2. Publication in pamphlet form in the manner required by law; and
 3. The filing by the Applicant with the Village Clerk of an Unconditional Agreement and Consent in the form of **Exhibit H** attached to and, by this reference, made a part of this Ordinance to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance and to indemnify the Village for any claims that may arise in connection with the approval of this Ordinance.
- B. In the event that the Applicant does not file with the Village Clerk a fully executed copy of the unconditional agreement and consent described in Section 9.A.3 of this Ordinance within 60 days after the date of passage of this Ordinance by the Village Council, the Village Council shall have the right, in its sole discretion, to declare this Ordinance null and void and of no force or effect.

[SIGNATURE PAGE TO FOLLOW]

PASSED this 6th day of May, 2017, pursuant to the following roll call vote:

AYES: Trustees Cripe, Dearborn, Lanphier, Myers, and Ziv

NAYS: None

ABSENT: None

Signed

s/Chris Rintz

Village President

Countersigned:

s/Robert M. Bahan

Village Clerk

Published by authority of the President and Board of Trustees of the Village of Winnetka, Illinois, this 7th day of May, 2017.

Introduced: Waived

Passed and Approved: May 16, 2017

EXHIBIT A

LEGAL DESCRIPTION OF SUBJECT PROPERTY

All of Block 9, Lots 1 through 14 inclusive, and vacated alley in the Lake Shore Subdivision, Village of Winnetka, being a subdivision of Lot 1 in a subdivision of Nicholas Simons and Others of a part of the Fractional Southeast Quarter of Section 21 and a Fractional Southwest Quarter of Section 22, Township 42 North, Range 13, East of the Third Principal Meridian, in Cook County, Illinois

Commonly known as 275 Fairview Avenue, Winnetka, Illinois.

EXHIBIT B

APRIL 10, 2017 PUBLIC HEARING MINUTES OF THE ZBA

Zoning Board Members Present: Joni Johnson, Chairperson

Thomas Kehoe

Kathleen Kumer

Mark Naumann

Zoning Board Members Absent: Sarah Balassa

Matthew Bradley

Carl Lane

Village Staff: Michael D'Onofrio, Director of Community Development

Ann Klaassen, Planning Assistant

Agenda Items:

Case No. 17-04-SU: Greeley School (275 Fairview Avenue)

Winnetka Public School District 36

Special Use Permit

Playground Equipment Replacement

Variation by Ordinance

Front and Corner Yard Setbacks

Greeley School (275 Fairview Avenue), Case No. 17-04-SU: Winnetka Public School District 36, Special Use Permit - Playground Equipment Replacement; Variation by Ordinance - Front and Corner Yard Setbacks

Mr. D'Onofrio read the public notice. The purpose of this hearing is to hear testimony and receive public comment regarding a request by Winnetka Public School District 36, concerning a Special Use Permit in accordance with Section 17.56.010 of the Winnetka Zoning Ordinance, to permit the replacement of the kindergarten playground equipment, as well as a variation by Ordinance from Section 17.30.050 [Front and Corner Yard Setbacks] of the Winnetka Zoning Ordinance to permit play equipment that will result in a front yard setback of 11.58 ft. from Elder Lane, whereas a minimum of 30 ft. is required, a variation of 18.42 ft. (61.4%).

Chairperson Johnson swore in those that would be speaking on this case.

Greg Kurr introduced himself to the Board as the CFO of Winnetka District 36 and stated that they are back before the Board after appearing last year in connection with the modular units. He stated that before the Board tonight are two proposals for playground equipment at Greeley School and Hubbard Woods School. Mr. Kurr then introduced Kathryn Talty as the landscape architect and who would go through a lot of the detail. He stated that the request was for the replacement of the kindergarten playground equipment at Greeley and for the replacement of some equipment at Hubbard Woods as well.

Mr. Kurr stated that over the last couple of years, they have gone through and have had vintage equipment, as they call it, at all of their schools and informed the Board that some of it is beginning to fail. He stated that they are starting to take that equipment out and replace it. Mr. Kurr then stated that with regard to the approach they have taken as far as the kindergarten equipment, they have tried to keep that as a kindergarten playground which meant that most of the equipment is low and is being cognizant of the neighbors. He also stated that on the Village side, they have corresponded with the neighbors and received their input.

Mr. Kurr then stated that with regard to Greeley, they were planning to begin the process before the winter break but they received some input from some of the neighbors and went back and did some redesign to comply with the input. He noted that while they would also be moving some equipment, that would also involve replacing some of the vintage equipment.

Mr. Kurr informed the Board that the principals of both schools are also present to answer questions who are Susan Hugebeck and Beth Carmody.

Kathryn Talty referred the Board to illustrations of the proposal on a larger scale. She then introduced herself to the Board as the landscape architect who is assisting both Greeley and Hubbard Woods in trying to spatially plan the new play equipment.

Ms. Talty then stated that with regard to Greeley, the border of the play area that they are discussing is existing. She informed the Board that there was existing play equipment within this space and that they would not be expanding the space at all. Ms. Talty identified the curb which existed prior to their installing the play equipment.

Ms. Talty stated that as Mr. Kurr mentioned, the existing equipment which had aged beyond its usefulness was removed piece by piece and in turn, all of the play equipment would be age appropriate for the younger students starting Greeley in the fall. She noted that everything is generally low in scale and that it would be catering toward the smaller students in the school and that there would be a maximum height at the far west end of 9 feet which represented the peak of the playhouse and a maximum height of 7 feet on the east end which is the height of a raised platform.

Ms. Talty then referred the Board to a color rendering of the equipment and identified it as having the same color scheme as the existing equipment. She stated that they would be sticking with the natural pallet of green and brown. Ms. Talty then stated that the material beneath the equipment would be fiber woodchip surfacing as it is currently and that there is no intention of changing that. She informed the Board that they tried to gain the maximum amount of space that they could within the existing space so that it would accommodate a number of children and worked well between the principal and the play equipment representative. Ms. Talty noted that the equipment was manufactured by Landscape Structures which is a common manufacturer used often by the Winnetka Park District. She then asked the Board if they had any questions.

Ms. Kumer questioned the content of the feedback they got from the neighbors after the proposal was submitted last year.

Mr. Kurr responded that they wanted a little less concrete type structure and identified the more natural looking structure the neighbors preferred. He identified the neighbors as Greeley parents who are also neighbors.

Ms. Talty informed the Board that they also had some feedback from some neighbors who do not have children at the school and that they have been working with them through the process as well.

Chairperson Johnson asked if there was any landscaping which would be replaced or changed.

Ms. Talty responded that there is no intention at this point to have additional landscaping. She noted that a new fence was installed approximately one year ago and that the existing landscaping would remain.

Mr. Kurr stated that he would like to point out that as far as natural materials goes, one of the considerations was an existing area which contained a berm of natural grasses and trees and instead of expanding in that area as was originally considered, they decided to leave the area as is.

Chairperson Johnson informed the Board that she previously lived at 260 Fairview and is very familiar with the playground equipment and the number of years that the equipment has been there.

Mr. Kurr noted that it has been there since the 1940's.

Chairperson Johnson asked if there were any other questions.

Ms. Kumer asked if the woodchip area would be kept the same.

Ms. Talty confirmed that is correct and referred to the concrete curb which served as a border to the woodchips and added that the adjacent material would remain.

Ms. Kumer asked what is the adjacent material.

Ms. Talty responded that one area is grass and that it abutted asphalt in another area which would remain untouched.

Chairperson Johnson stated that she would like to clarify, she does not live in the neighborhood anymore, it is not locked at night and that it does state that in the application that the children from the neighborhood could use it during off hours and that she assumed that is still the case.

Mr. Kurr confirmed that is correct and that it is always open to the public.

Chairperson Johnson asked if there were any additional questions. No additional questions were raised by the Board at this time. She then asked if there were any comments from the audience.

The principal Susan Hugebeck informed the Board that they are very excited about the new equipment and that one of the teachers, Catarina Janik (sp?), is very supportive of the structures and the plan they have in place. She also stated that keeping enough space for the children to use the equipment was important and that they were able to oblige that request along with the grass area and berm as well. She described it as a nice mix of new equipment and old and would offer some nice play equipment.

Chairperson Johnson then called the matter in for discussion. She stated that the Board is to evaluate the special use standards and the variation standards for the front and corner yard setbacks. Chairperson Johnson then stated that because the Board did no longer have a Plan Commission liaison, she knew that the Plan Commission voted to recommend approval and that the request passed the Design Review Board and she did not know if the Plan Commission had any issues and that they do not have the minutes. She informed the Board that both the DRB and the Plan Commission voted unanimously to recommend approval in back to back meetings and that this Board is the last board to review the request and that it would then go on to the Village Council. Chairperson Johnson noted that the Board is a recommending body for both the variation request and the special use.

Mr. Kehoe informed the Board that he has a grandchild who would be beginning kindergarten next year and a fourth grader and that he is in favor of the request. He noted that the applicant would actually be reducing the amount of the nonconformity in terms of the front yard setback.

Chairperson Johnson asked if there were any other comments. No additional comments were made at this time. She noted that there would be a 1:1 replacement and that they would be reducing the nonconformities and that given the limitations with the land they have and that they are hemmed in a residential neighborhood, there is no ability to make the setback greater without reducing the size of the playground itself and that for safety reasons, they have to have the equipment spaced. Chairperson Johnson also stated that the equipment is near the kindergarten classrooms and that having the equipment in that proximity made sense from a programmatic standpoint. She stated that the request met the special use standards in that regard. Chairperson Johnson then asked for a motion.

A motion was made by Mr. Kehoe to recommend approval of the proposed special use and incorporated the special use standards on page nos. 8 and 9 of the agenda packet and the same for the zoning variation on page nos. 12 and 13.

Mr. D'Onofrio asked the Board to make separate motions.

Mr. Kehoe then moved to recommend approval of the special use request as proposed that the request met the standards as follows. He stated that the establishment, maintenance and operation of the special use will not be detrimental to or endanger the public health, safety, comfort, morals or welfare. Mr. Kehoe stated that the special use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity and will not impede the normal and orderly development or improvement of other property in the immediate vicinity. He stated that adequate measures have been or will be taken to provide ingress and egress in a manner which minimizes pedestrian and vehicular traffic congestion and that adequate parking, utilities, access roads, drainage and other facilities necessary to the operation of the special use exist or are to be provided. Mr. Kehoe concluded by stating that the special use in all other respects conforms to the applicable regulations of the Village ordinances and codes.

Mr. Kehoe then stated that the responses to the standards as identified in the agenda packet be incorporated with regard to the proposal as submitted on page nos. 8 and 9 of the application.

Mr. Naumann seconded the motion. A vote was taken and the motion was unanimously approved.

AYES: Johnson, Kehoe, Kumer, Naumann

NAYS: None

That the establishment, maintenance, and options of the Special Use will not be detrimental to or endanger the public health, safety, comfort, morals, or general welfare.

Over the past two years the Greeley School kindergarten playground has lost most of its equipment due to the aging process. The particular area in question consisted mainly of 40+ year old "vintage" equipment. This equipment has been incrementally and will now be totally removed. The new replacement equipment will offer the school and neighborhood children an engaging place to imagine, create and play.

2. That the Special Use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity which are permitted by right in the district or districts of concern, nor substantially diminish or impair property values in the immediate vicinity.

The new additions to the Greeley School kindergarten playground will offer the community a place for little ones to play during off hours. Having this lovely resource near homes in the area will enhance the appeal to property owners. The playground will be appropriately maintained and safety measures and guidelines will be followed throughout installation process. The current plans meet safety regulations and the structures themselves are attractive.

3. That the establishment of the Special Use will not impede the normal and orderly development or improvement of other property in the immediate vicinity for uses permitted by right in the district or districts of concern.

The current plan will only affect the kindergarten playground. The playground location and area will not be changed. The design is in keeping with the type and rough dimensions of the existing equipment with improved quality. The surrounding neighborhood will not be impacted negatively nor will it be intruded upon.

4. That adequate measures have been or will be taken to provide ingress and egress in a manner which minimize pedestrian and vehicular traffic congestion in the public ways.

The installation of the new playground equipment will in no way impede the normal activities that occur around Greeley School. The pedestrian and vehicular traffic will remain unchanged by the replacement of the play equipment. Furthermore, the District will use good judgment and decision making as to when the equipment will be installed, ensuring, to the best of our ability, that traffic and sidewalks will not be obstructed for users.

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

The playground project does not require changes to existing parking, roads, drainage or facilities. The District will ensure that any disruption to the neighbors due to the installation of the new equipment will be minimal. The District will provide information to the neighbors regarding the installation process.

6. That the Special Use in all other respects conforms to the applicable regulations of this and other Village ordinances and codes.

The school district is obliged to follow the safety rules and regulations stated in school code, which ensures a safe playground for children to enjoy. The District will comply with all Village regulations, ordinances and codes in this process.

Mr. Kehoe then moved to recommend approval of the zoning variances set forth in the packet of materials on page nos. 12 and 13 and for the standards set forth therein be incorporated and references and information provided to the Board by the applicant.

The motion was seconded by Mr. Naumann. A vote was taken and the motion was unanimously approved.

AYES: Johnson, Kehoe, Kumer, Naumann

NAYS: None

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

The proposed playground equipment replaces the existing kindergarten playground equipment. The current plan will only affect the kindergarten playground. The playground is an important factor in the education of our children and must be preserved. The location and area of the playground will not be changed. The design is in keeping with the type and rough dimensions of the existing equipment with improved quality. The surrounding neighborhood will not be impacted negatively nor will it be intruded upon.

2. The plight of the owner is due to unique circumstances. Such circumstances must be associated with the characteristics of the property in question, rather than being related to the occupants.

Due to the limitations of open land space on the school campus that is not used for other child focused functions such as play area and other age appropriate playground equipment and the fact that the proposed kindergarten playground is in close proximity to the kindergarten classrooms, it is not practical or cost effective to move the playground location. In addition, the area where the playground is located is small and accented by existing landscape, including mature trees and bushes.

3. The variation, if granted, will not alter the essential character of the locality;

The plan for the updated play equipment does not exceed the area of the current playground space. The new proposed items for the Greeley School kindergarten playground are in keeping with the character of the items that are being replaced. The structures chosen are aligned with the developmental abilities of a child in kindergarten. The updated playground will continue to offer the community a well maintained resource; a place where young children can play during and after school hours. We believe having this lovely resource near homes in the area enhances the appeal to property owners.

4. An adequate supply of light and air to the adjacent property will not be impaired.

The proposed playground equipment and design consists of predominantly low open structures that have a minimal effect on light or air flow. Following the safety guidelines which require the structures to be properly spaced from piece to piece provides for additional open space. In addition, the equipment is similar to the structures that are being replaced and any effects on light or air flow are basically unchanged.

5. The hazard from fire and other damages to the property will not be increased.

The school district is obliged to follow the safety rules and regulations stated in school code, which ensures a safe playground for children to enjoy. We also look forward to working collaboratively with the Village in addressing its regulations, ordinances and codes in this process. The proposed playground is in compliance with school code safety regulations and the District will ensure it is also in compliance with safety regulations of the Village. In addition, the new equipment will be located a large distance away from any other structures and in the same area where the existing equipment is located.

6. The taxable value of the land and buildings throughout the Village will not diminish.

The new additions to the Greeley School kindergarten playground will offer the community a place for little ones to play during and after school hours. We believe having this lovely resource near homes in the area enhances the appeal to property owners. The playground will be appropriately maintained and available for community use when school is not in session. The current plans provide for structures and design that are attractive and a benefit to the community. Without a replacement plan for the removed aged equipment, kindergarten aged children would be left with a barren play space providing limited developmental experiences.

7. The congestion in the public streets will not increase.

The installation of the new playground equipment will in no way impede or alter the normal activities or traffic that occurs around Greeley School. The District will use good judgment and decision making as to when the equipment will be installed ensuring, to the best of our ability, that traffic and sidewalks will not be obstructed for users.

8. The public health, safety, comfort, morals, and welfare of the inhabitants of the Village will not otherwise be impaired.

Over the past two years the Greeley School kindergarten playground has lost most of its equipment due to the aging process. The particular area in question consisted mainly of 40+ year old “vintage” equipment. This equipment has been incrementally and will now be totally removed. The new replacement equipment will offer the school and neighborhood children an engaging place to imagine, create, climb, jump leap and play.

EXHIBIT C

TOPOGRAPHICAL SURVEY

(SEE ATTACHED EXHIBIT C)

EXHIBIT D

PROJECT LOCATION PLAN

(SEE ATTACHED EXHIBIT D)

EXHIBIT E

SITE PHOTOS

(SEE ATTACHED EXHIBIT E)

EXHIBIT F

SITE PLAN

(SEE ATTACHED EXHIBIT F)

EXHIBIT G

LANDSCAPE STRUCTURE PLAN

(SEE ATTACHED EXHIBIT G)

EXHIBIT H

UNCONDITIONAL AGREEMENT AND CONSENT

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

WHEREAS, Winnetka Public School District No. 36 ("*Applicant*") is the record title owner of the property commonly known as 275 Fairview Avenue in the Village ("*Subject Property*")

WHEREAS, the Applicant desires to construct on the Subject Property certain outdoor playground improvements for use by kindergarten students; and

WHEREAS, Ordinance No. M-4-2017, adopted by the Village Council on May 16, 2017 ("*Ordinance*"), grants a certain variation from the provisions of the Winnetka Zoning Ordinance and a special use permit to the Applicant to permit the construction of the playground improvements on the Subject Property and the expanded use of the Subject Property for the operation of an elementary school; and

WHEREAS, Section 9 of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until the Applicant has filed, within 60 days following the passage of the Ordinance, its unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance;

NOW, THEREFORE, the Applicant does hereby agree and covenant as follows:

1. The Applicant does hereby unconditionally agree to accept, consent to, and abide by each and all of the terms, conditions, limitations, restrictions, and provisions of the Ordinance.

2. The Applicant acknowledges that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.

3. The Applicant acknowledges and agrees that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's grant of variations and a special use permit for the Subject Property or its adoption of the

Ordinance, and that the Village's approvals do not, and will not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.

4. The Applicant does hereby agree to hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with the Village's adoption of the Ordinance granting the variations and the special use permit for the Subject Property.

5. The Applicant hereby agrees to pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Agreement and Consent. These expenses will include all out-of-pocket expenses, such as attorneys' and experts' fees, and will also include the reasonable value of any services rendered by any employees of the Village.

Dated: __, 2017

ATTEST:

By: __

Its: __

WINNETKA PUBLIC SCHOOL DISTRICT NO. 36

By: __

Its: __



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: DESIGN REVIEW BOARD
FROM: ANN KLAASSEN, SENIOR PLANNER
DATE: MARCH 11, 2022
**SUBJECT: 1110 CHATFIELD ROAD - HUBBARD WOODS ELEMENTARY SCHOOL -
CERTIFICATE OF APPROPRIATENESS (CASE NO. 22-09-SU)**

INTRODUCTION

On March 17, 2022, the Design Review Board is scheduled to hold a public hearing on an application submitted by Kathryn Talty Landscape Architecture (the "Applicant") on behalf of Winnetka Public School District 36, as the owner of the property located at 1110 Chatfield Road (the "Subject Property"). The Applicant is proposing improvements to the existing playground located on the Subject Property and requests approval of a Certificate of Appropriateness.

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, staff has received one written comment from the public regarding this application. The comment is provided in Attachment C of this report.

The Applicant has also submitted an application requesting approval of an amendment to an existing Special Use Permit that allowed playground improvements on the Subject Property located in the R-4 Single-Family Residential Zoning District, as well as a variation application to exceed the maximum permitted impermeable lot coverage and provide less than the minimum required side yard setback from the west property line. The Zoning Board of Appeals is scheduled to consider the special use permit and variation request on March 14, 2022. The Plan Commission is scheduled to consider the special use permit on March 23, 2022.

The Village Council has final jurisdiction on this request.

PROPERTY DESCRIPTION

The Subject Property, which is approximately 2.92 acres (127,273 square feet) in size, is located on the south side of Chatfield Road between Gordon Terrace and Burr Avenue and contains Hubbard Woods Elementary School (see Figure 1).

The Comprehensive Plan designates the Subject Property as appropriate for "Public/Semi-Public" uses. The property is zoned R-4 Single Family Residential, and it is bordered by R-4 Single Family Residential to the north, east, and west, and R-2 Single Family Residential to the southeast and southwest (see Figure 2).

In addition to single-family residential uses, the R-4 District allows a limited range of additional uses by Special Use Permit. Allowed Special Uses in the R-4 District include (a) church or temple; (b) public

school, elementary and high, or private school having a curriculum equivalent to a public elementary school, public high school or public institution of higher learning; and (c) library.

The Applicant's use of the Subject Property as a school is generally consistent with the Comprehensive Plan land use designation and the R-4 zoning district.



Figure 1 – Aerial Map



Figure 2 – Zoning Map

PROPERTY HISTORY AND PREVIOUS ZONING APPLICATIONS

Hubbard Woods School was constructed circa 1911. There have been several additions and various other improvements to the school and Subject Property over the years. There are ten (10) previous zoning cases on file for the Subject Property:

1. In 1927, ZBA Case No. 282 was approved for a front yard setback variation to allow an addition to the school;
2. In 1953, ZBA Case No. 788 was approved for a front yard setback variation to allow an addition to the school;
3. Ordinance M-287-90 was adopted in February 1990 by the Village Council, granting a special use

- permit and variations to allow construction of an addition on the south side of the existing school building. The approved variations were for (a) GFA; (b) roofed lot coverage; (c) impermeable lot coverage; and (d) front yard setback from Laurel and Burr Avenues;
4. Ordinance M-472-96 was adopted in October 1996 by the Village Council, granting a special use permit and variations to allow a temporary mobile classroom structure and playground improvements. The approved variations were for GFA and roofed lot coverage;
 5. Ordinance M-481-96 was adopted in January 1997 by the Village Council, granting a front yard setback variation to allow play equipment;
 6. In 1997, ZBA Case No. 97-14-SU was a request to allow a temporary mobile classroom that would have exceeded the maximum permitted GFA. The application was withdrawn;
 7. Ordinance M-528-98 was adopted in June 1998 by the Village Council, granting an amendment to a special use permit and variations to allow the construction of three one-story additions to the existing school building. The approved variations were for (a) GFA; (b) roofed lot coverage; and (c) impermeable lot coverage;
 8. Ordinance M-578-99 was adopted in June 1999 by the Village Council, granting a front yard setback variation to allow play equipment within the minimum required front yard setback along Hamptondale Avenue;
 9. Ordinance M-18-2006 was adopted in August 2006 by the Village Council, granting variations to allow playground improvements, a new storage shed, and an Outdoor Environmental Learning Area. The approved variations were for (a) GFA; (b) roofed lot coverage; and (c) impermeable lot coverage; and
 10. Ordinance M-5-2017 was adopted in May 2017 by the Village Council, granting a special use permit and a front yard setback variation to allow playground improvements within the minimum required front yard setback along Hamptondale Avenue.

The Ordinances listed above are included in this report as Attachment C.

Figures 3 and 4 on the following page are current photos of the site where the current improvements are proposed.



Figure 3 – Subject Property – Playground – Looking Southwest
(Play equipment in foreground to remain)



Figure 4 – Subject Property – Playground – Looking South

PROPOSED PLAN

The proposed playground improvements include: (1) replacement of the existing play equipment located along the west property line; and (2) replacement of the existing wood chip play surface with rubberized surfacing, for both the north and west play areas.

The existing play equipment in the west play area would be replaced with new equipment of a similar style within the existing established play area. The existing play equipment located in the north play area would remain. The only change in the north area is the replacement of the wood chips with the rubberized surface, which is to provide improved accessibility for students with mobility challenges. The total rubberized surface area would measure 8,011 square feet.

The proposed equipment would be in a palette of green and brown and supplied by NuToys Leisure Products, specifically from the manufacturer Landscape Structures. The tallest piece of equipment would be 12 feet in height. As described by the Applicant in the written explanation included in Attachment B, additional landscaping, including 8-foot tall arbor vitae, is also proposed along the west property line to provide a visual buffer for the residential neighbors.

An excerpt of the proposed site plan and renderings of the proposed equipment are provided below and on the next page as Figures 5 and 6. The complete set of plans are provided in the application materials, which are included in this report as Attachment B.

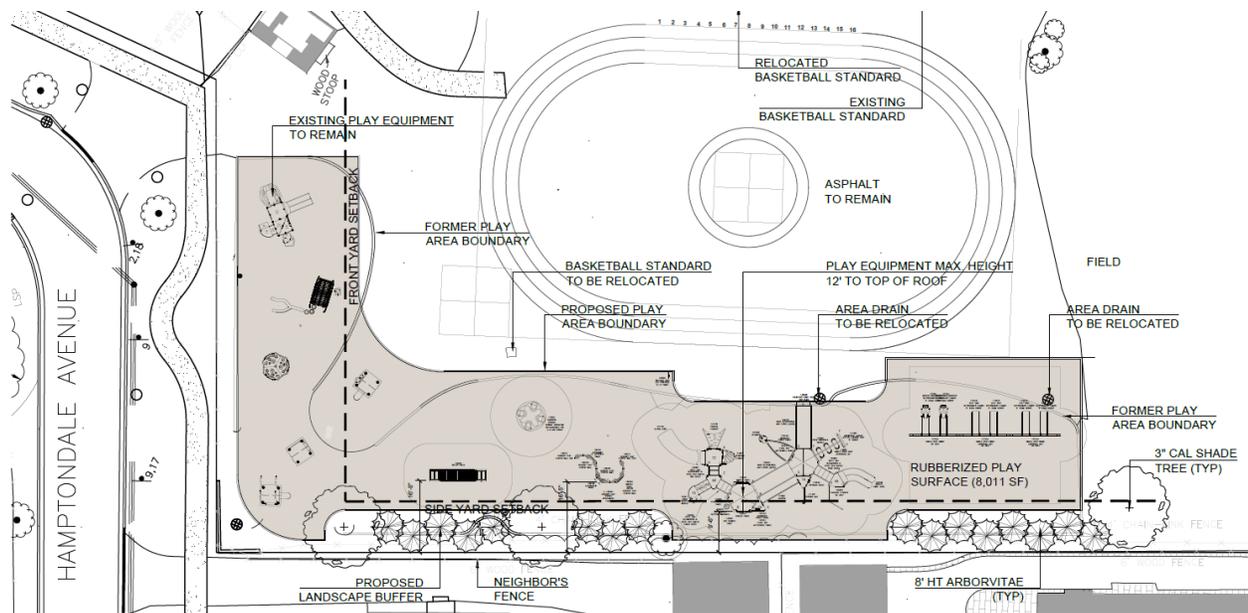


Figure 5 – Excerpt of Proposed Site Plan



Figure 6 – Rendering of Proposed Play Equipment

ZONING RELIEF

Although not part of the DRB’s consideration, it should be noted that two variations are being requested to allow the proposed improvements to (i) exceed the maximum permitted impermeable lot coverage (ILC); and (ii) provide less than the minimum required side yard setback from the west property line. The existing improvements on the Subject Property are already nonconforming with respect to the permitted ILC and the minimum required side yard setback.

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 playground improvements to the existing playground at Hubbard Woods Elementary School located at 1110 Chatfield Road comply with the above standards.

RECOMMENDATION

At the March 17, 2022, Design Review Board meeting, the Board is scheduled to consider the design of the Applicant’s proposed playground improvements to the existing playground on the Subject Property.

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 playground improvements to the existing playground at Hubbard Woods School located at 1110 Chatfield Road.

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

*Move to recommend **approval [denial]** of a certificate of appropriateness for the **design of the proposed playground improvements for the existing playground at Hubbard Woods Elementary School located at 1110 Chatfield Road**, 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: Ordinance M-287-90, adopted February 6, 1990

Ordinance M-472-96, adopted October 8, 1996

Ordinance M-481-96, adopted January 7, 1997

Ordinance M-528-98, adopted June 16, 1998

Ordinance M-578-99, adopted June 15, 1999

Ordinance M-18-2006, adopted August 15, 2006

Ordinance M-5-2017, adopted May 16, 2017

Attachment C: Public Correspondence

ATTACHMENT A

V I L L A G E O F W I N N E T K A , I L L I N O I S
D E P A R T M E N T O F C O M M U N I T Y D E V E L O P M E N T

CERTIFICATE OF APPROPRIATENESS APPLICATION

Project Address: _____

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) _____

Please provide a detailed description of the proposed work (attach additional information such as material specifications, photographs, etc.): _____

I/We hereby certify that as _____(Lessee/Owner) of the property located at _____(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 _____

<u>FOR OFFICE USE ONLY</u>	
COA applied for (date):	_____
COA Case Number:	_____
COA Issued (date):	_____

PRIMARY DESIGN FIRM	_____
CONTACT NAME	_____
ADDRESS	_____ _____
PHONE NO.	_____
EMAIL	_____

Hubbard Woods School Playground Enhancements
Project narrative

School District 36 respectfully submits this application for a zoning variance and special use permit to enhance the existing play areas on its Hubbard Woods School campus. The District seeks to replace vintage play equipment that had aged past its useful life. As part of this project, the District also proposes to replace the engineered fiber woodchips with rubberized play surfacing.

Currently, Hubbard Woods School has two adjacent play areas that will be affected by this enhancement, a north and a west play area. All proposed new play equipment will be located in the west play area. Both the west and north play areas will have rubberized play surfacing under the equipment in accordance with all safety requirements.

The principal of Hubbard Woods School gathered input from a group of teachers, students and parents representing all grade levels instructed at the school. Attention was focused on adding play pieces that allow the greatest opportunity for inclusive play, serving all the students at Hubbard Woods. Consideration of adjacent neighbors was a priority in determining the layout of the new play equipment, intentionally aligning higher-level decks out of sight lines to rear yards. Additional landscaping has been added to the area to further buffer the school's outdoor activities from the neighbors located directly next door to the site.

The District seeks approval to install this play equipment during the school's summer break with a planned commencement of June 2022. Depending on the outcome of the competitive bid process and related budgetary constraints, the project may be installed in phases.

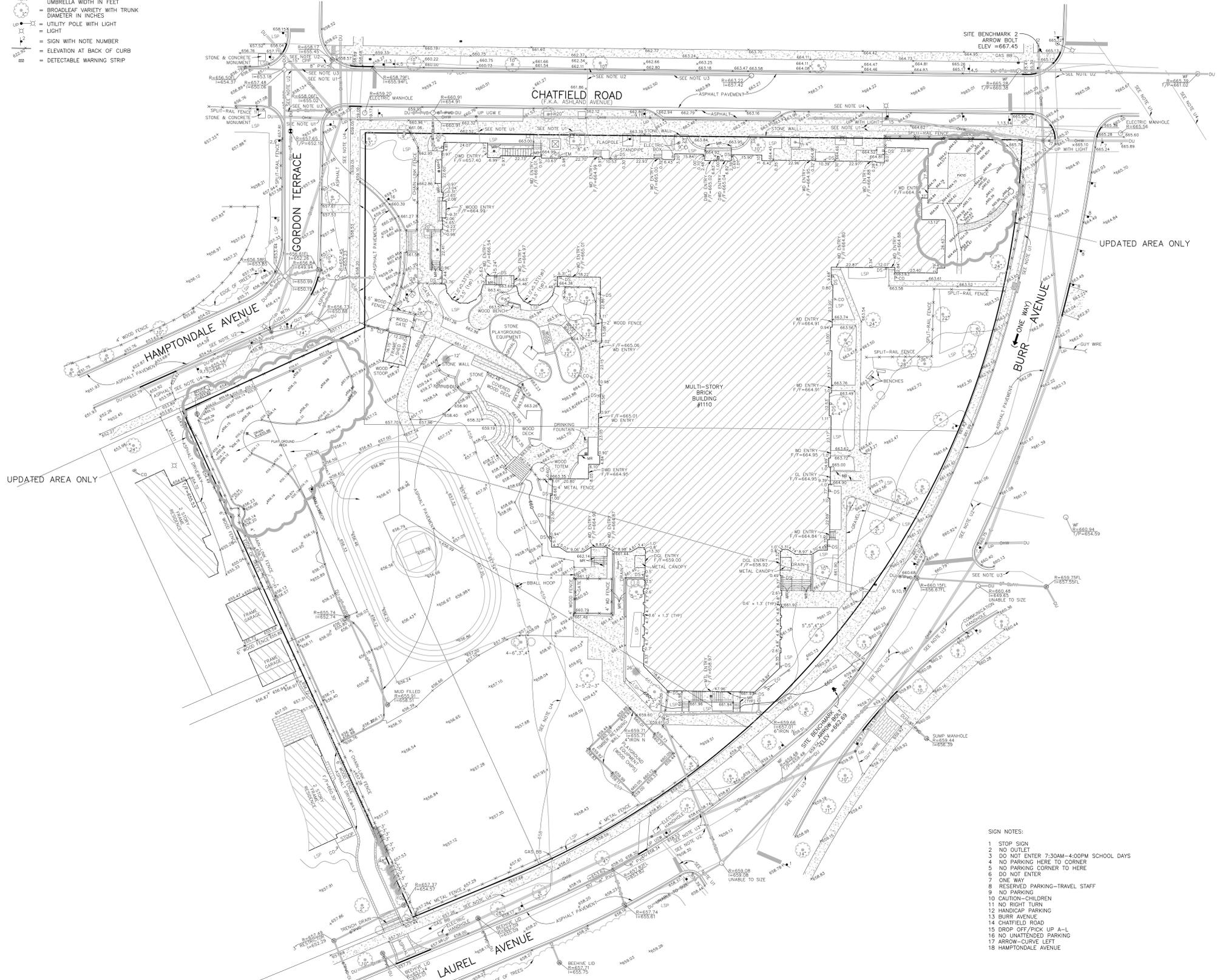
LEGEND

- ACU = AIR CONDITIONER UNIT
BL = BUILDING LINE
BSL = BUILDING SETBACK LINE
CL = CENTER LINE
CLP = CORRUGATED METAL PIPE
CMC = CONCRETE
CWW = CONCRETE WINDOW WELL
DC = DRAINAGE EASEMENT
DE = DRAINAGE EASEMENT
DS = DRAINAGE EASEMENT
DU = DESTINATION UNKNOWN
ELEC = ELECTRIC
EM = ELECTRIC METER
ESW = EASEMENT FOR SEWER AND WATER
EW = ESCAPE WINDOW WELL
F/F = FINISHED FLOOR
GM = GAS METER
IP = IRON PIPE
IR = IRON ROAD
LSP = LANDSCAPE AREA
MB = MAILBOX
MR = METAL HANDRAIL
N = NORTH
OHW = OVERHEAD WIRE
PEDC = TELEPHONE PEDESTAL
PUDE = PUBLIC UTILITY & DRAINAGE EASEMENT
PUE = PUBLIC UTILITY EASEMENT
PVC = POLYVINYL CHLORIDE
R = RECORD
RCP = REINFORCED CONCRETE PIPE
RET = RETAINING
S = SOUTH
ST = STORM
T/P = TOP OF PIPE
UE = UTILITY EASEMENT
UW = UNDERGROUND WIRE
UP = UTILITY POLE
WF = WOOD FENCE
WW = WINDOW WELL
O = MANHOLE
O = ROUND OPEN GRATE MANHOLE
V = VALVE VAULT
S = SQUARE OPEN GRATE MANHOLE
F = FIRE HYDRANT
B = B-BOX
C = CLEAN-OUT
B = BRICK
C = CONCRETE
C = CONCRETE CURB
B = BUSH
E = EVERGREEN VARIETY WITH UMBRELLA WIDTH IN FEET
B = BROADLEAF VARIETY WITH TRUNK DIAMETER IN INCHES
L = LIGHT
U = UTILITY POLE WITH LIGHT
N = SIGN WITH NOTE NUMBER
E = ELEVATION AT BACK OF CURB
D = DETECTABLE WARNING STRIP

TFW SURVEYING & MAPPING, INC.
LAND SURVEYING, TOPOGRAPHIC MAPPING, CONSTRUCTION LAYOUT
888 EAST WYOMING ROAD, SUITE 413, GRAYSLAKE, ILLINOIS 60038
847-548-6600
ftw@ftwsurvey.com www.ftwsurvey.com

TOPOGRAPHIC MAP OF PART OF HUBBARD WOODS SCHOOL WINNETKA, ILLINOIS

ADDRESS: 1110 CHATFIELD ROAD WINNETKA, ILLINOIS 60093 P.L.N. 05-17-307-024



UPDATED AREA ONLY

UPDATED AREA ONLY

- SIGN NOTES:
1 STOP SIGN
2 NO OUTLET
3 DO NOT ENTER 7:30AM-4:00PM SCHOOL DAYS
4 NO PARKING HERE TO CORNER
5 NO PARKING CORNER TO HERE
6 DO NOT ENTER
7 ONE WAY
8 RESERVED PARKING-TRAVEL STAFF
9 NO PARKING
10 CAUTION-CHILDREN
11 NO RIGHT TURN
12 HANDICAP PARKING
13 BURR AVENUE
14 CHATFIELD ROAD
15 DROP OFF/PICK UP A-L
16 UNATTENDED PARKING
17 ARROW-CURVE LEFT
18 HAMPTONDALE AVENUE

A J.U.L.I.E. LOCATE FOR THIS SITE WAS REQUESTED AND ASSIGNED DIG #A002731608 REV 00A AND #X2771539 REV 01A. UNDERGROUND UTILITIES WITH THE EXCEPTION OF MUNICIPAL STORM SEWER, SANITARY SEWER AND WATERMAIN HAVE BEEN MARKED BY J.U.L.I.E. REPRESENTATIVES. SAID MARKINGS WERE FIELD LOCATED AND THIS PLAT/MAP INTENDS TO SHOW ONLY THOSE UNDERGROUND UTILITIES THAT HAVE BEEN MARKED BY J.U.L.I.E. ADDITIONAL UNDERGROUND UTILITIES MAY EXIST THAT DO NOT FALL UNDER THE JURISDICTION OF J.U.L.I.E. OR UTILITIES MAY BE PRESENT THAT WERE NOT MARKED PRIOR TO DATE OF FIELD SURVEY. CALL J.U.L.I.E. 1-800-892-0123 PRIOR TO DIGGING OR FOR ADDITIONAL INFORMATION.

NOTE U1: RED PAINT MARKS HAVE BEEN CONNECTED. NO LINES WERE EXPOSED AT TIME OF FIELD INSPECTION. LINES SHOWN ARE POINT TO POINT CONNECTION OF PAINT MARKS ONLY.
NOTE U2: BLUE PAINT MARKS HAVE BEEN CONNECTED. NO LINES WERE EXPOSED AT TIME OF FIELD INSPECTION. LINES SHOWN ARE POINT TO POINT CONNECTION OF PAINT MARKS ONLY.
NOTE U3: GREEN PAINT MARKS HAVE BEEN CONNECTED. NO LINES WERE EXPOSED AT TIME OF FIELD INSPECTION. LINES SHOWN ARE POINT TO POINT CONNECTION OF PAINT MARKS ONLY.
NOTE U4: YELLOW PAINT MARKS HAVE BEEN CONNECTED. NO LINES WERE EXPOSED AT TIME OF FIELD INSPECTION. LINES SHOWN ARE POINT TO POINT CONNECTION OF PAINT MARKS ONLY.
NOTE U5: ORANGE PAINT MARKS HAVE BEEN CONNECTED. NO LINES WERE EXPOSED AT TIME OF FIELD INSPECTION. LINES SHOWN ARE POINT TO POINT CONNECTION OF PAINT MARKS ONLY.

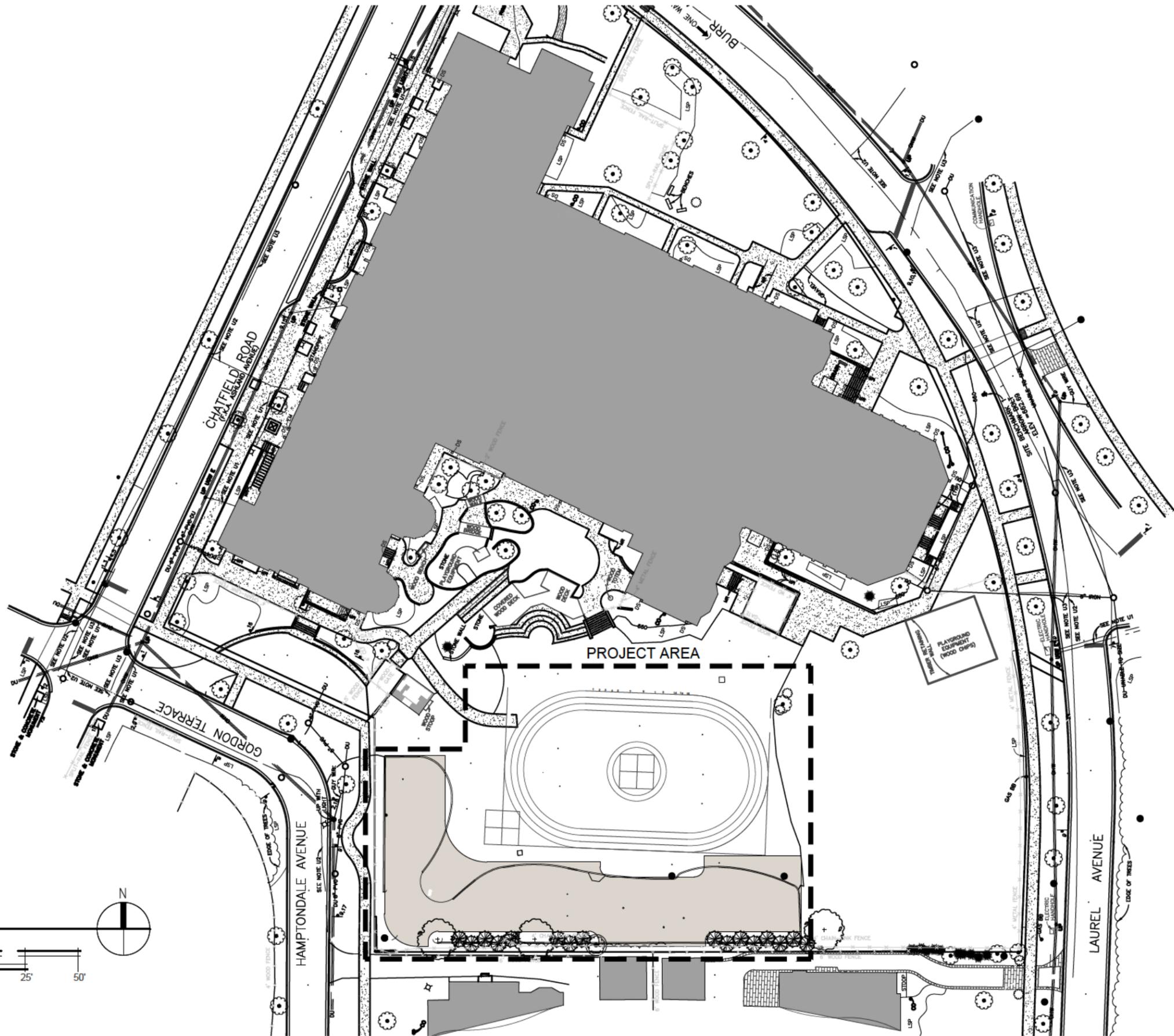
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ELEVATION = 707.81 NAVD 88 DATUM
SITE BENCHMARK 1:
ARROW HEADBOLT OF FIRE HYDRANT
ELEVATION = 662.69
SITE BENCHMARK 2:
ARROW HEADBOLT OF FIRE HYDRANT
ELEVATION = 667.45

UTILITY INFORMATION SHOWN IS BASED ONLY ON VISIBLE SURFACE EVIDENCE AND INFORMATION SUPPLIED BY OTHERS.
BUILDING MEASUREMENTS AND PROPERTY LINE TIES, AS SHOWN HEREON ARE REFERENCED TO BUILDING CORNERS.
FENCE TIES ARE REFERENCED TO CENTER OF FENCE POST.
NO DIMENSIONS TO BE ASSUMED FROM SCALING
EASEMENTS AND BUILDING LINES AS SHOWN HEREON (OR THE VACATION OF THE SAME) ARE DERIVED FROM RECORD PLATS OF SUBDIVISION AND OTHER PUBLIC DOCUMENTS MADE AVAILABLE TO THIS SURVEYOR. ADDITIONAL EASEMENTS, BUILDING SETBACKS AND OTHER RESTRICTIONS MAY EXIST OVER THE SUBJECT PROPERTY AND WOULD BE IDENTIFIED BY A TITLE SEARCH. ZONING DISTRICT HAS NOT BEEN DETERMINED. FOR CURRENT ZONING RESTRICTIONS CONTACT LOCAL MUNICIPALITY.
COMPARE YOUR LEGAL DESCRIPTION AND BOUNDARY MONUMENTATION WITH THIS PLAT AND AT ONCE REPORT ANY DISCREPANCIES WHICH YOU MAY FIND.

NOTE:
TFW SURVEYING & MAPPING, INC., HAS BEEN COMMISSIONED TO PERFORM A BOUNDARY SURVEY OF ONLY THAT REAL ESTATE AS LEGALLY DESCRIBED ABOVE. ALL DATA AS SHOWN HEREON, BUT LYING BEYOND THE BOUNDARY LIMITS AS LEGALLY DESCRIBED ABOVE, INCLUDING (BUT NOT LIMITED TO) LOT LINES, EASEMENTS AND SETBACK LINES IS UNOFFICIAL AND INCOMPLETE AND IS SHOWN FOR INFORMATIONAL PURPOSES ONLY. THIS SURVEY DOES NOT INTEND TO VERIFY OR SUBSTANTIATE EASEMENTS OR BUILDING LINES (OR THE VACATION OF SAME) ON ADJOINING PROPERTIES (UNLESS OTHERWISE SPECIFICALLY REFERENCED IN A TITLE COMMITMENT AS BEING BENEFICIAL TO OR AN ENCUMBRANCE ON THE PROPERTY AS LEGALLY DESCRIBED ABOVE). REFER TO A PLAT OF SURVEY BY OTHERS AND / OR SEE PUBLIC RECORD DOCUMENTS FOR COMPLETE DETAILS PERTINENT TO ALL ADJOINING PROPERTIES.
THE INTENT OF THIS SURVEY IS TO SHOW AT OR ABOVE GRADE IMPROVEMENTS ONLY. IT IS POSSIBLE THAT BELOW GRADE IMPROVEMENTS EXIST THAT THIS SURVEYOR IS NOT AWARE OF. IN SOME INSTANCES THIRD PARTY UTILITY LOCATING SERVICES HAVE PLACED WITNESS MARKERS AT GRADE TO INDICATE SOME BELOW GRADE IMPROVEMENTS OR UTILITIES. IF MARKED IN FIELD, SAID WITNESS MARKERS HAVE BEEN LOCATED AND ARE SHOWN HEREON. ADDITIONAL BELOW GRADE IMPROVEMENTS OR UTILITIES MAY ALSO EXIST THAT WERE NOT MARKED BY THIRD PARTY UTILITY LOCATING SERVICES FOR THE BENEFIT OF THIS SURVEY.

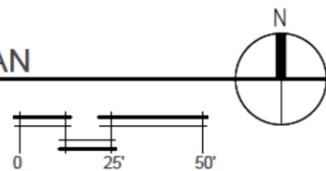
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TFW HAS UPDATED THE TWO AREAS SHOWN CLOUDED. FIELD WORK WAS PERFORMED ON OCTOBER 13, 2021. ALL OTHER LOCATIONS AND ELEVATIONS ARE PER TFW SURVEYING & MAPPING, INC. ORDER NO. 161251, DATED NOVEMBER 26, 2016.

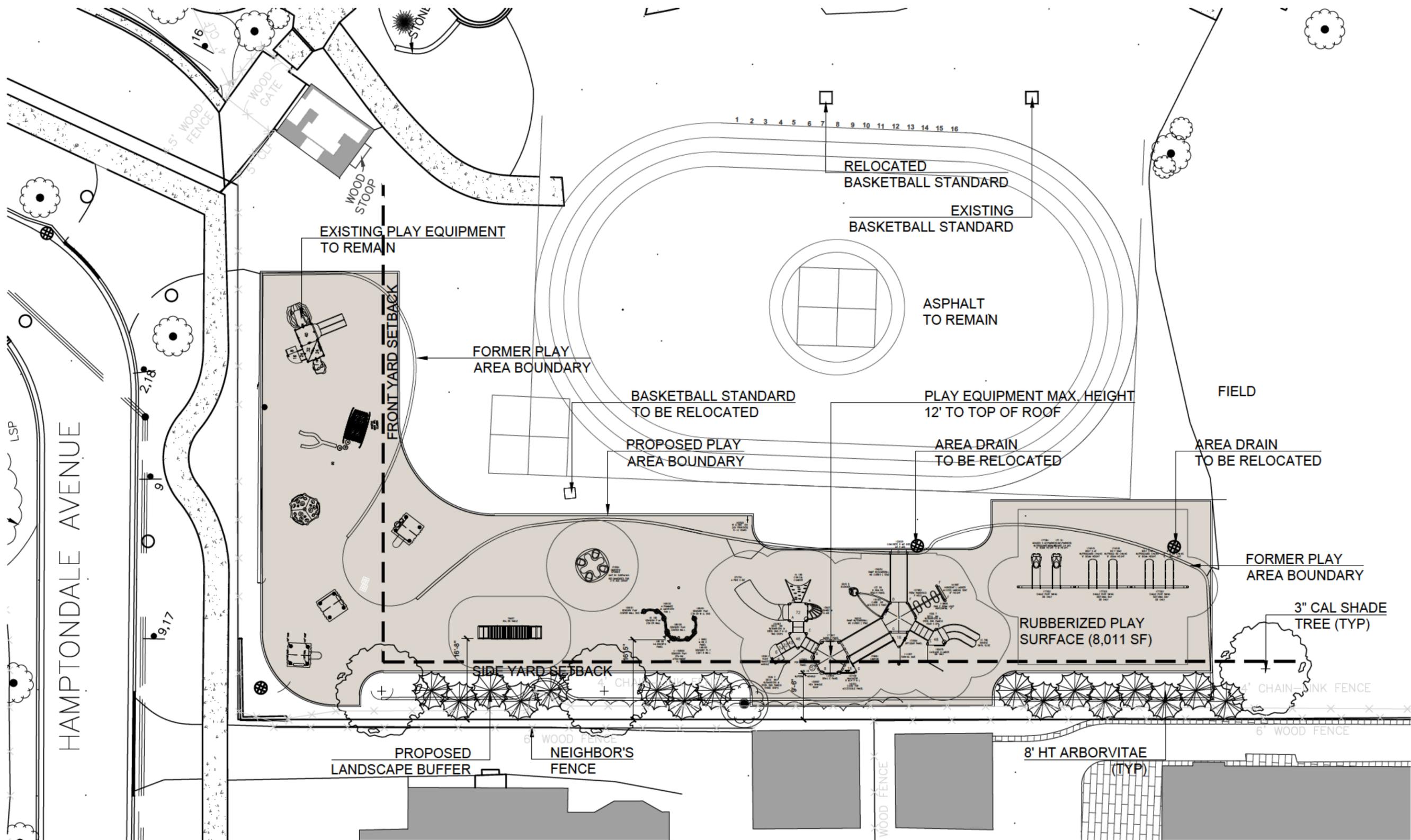
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DATE: NOVEMBER 22, 2016 (ORDER NO: 161251)
ORDER NO: 210799
PROJ. NO: 2254
FOR: WINNETKA PUBLIC SCHOOLS DISTRICT 30
PROJ. NAME: 1110 CHATFIELD ROAD, WINNETKA, HUBBARD WOODS SCHOOL
Copyright © TFW Surveying & Mapping, Inc., 2016. All rights reserved.
Professional Geographer Registration #18-002935.



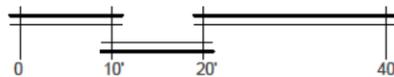
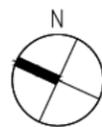
PROJECT LOCATION PLAN

SCALE: 1" = 50'-0"





SITE PLAN
SCALE: 1" = 20'-0"



PLAY AREA IMPROVEMENTS

SCHOOL DISTRICT 36 - HUBBARD WOODS SCHOOL

WINNETKA, ILLINOIS

Kathryn Talty
landscape architecture

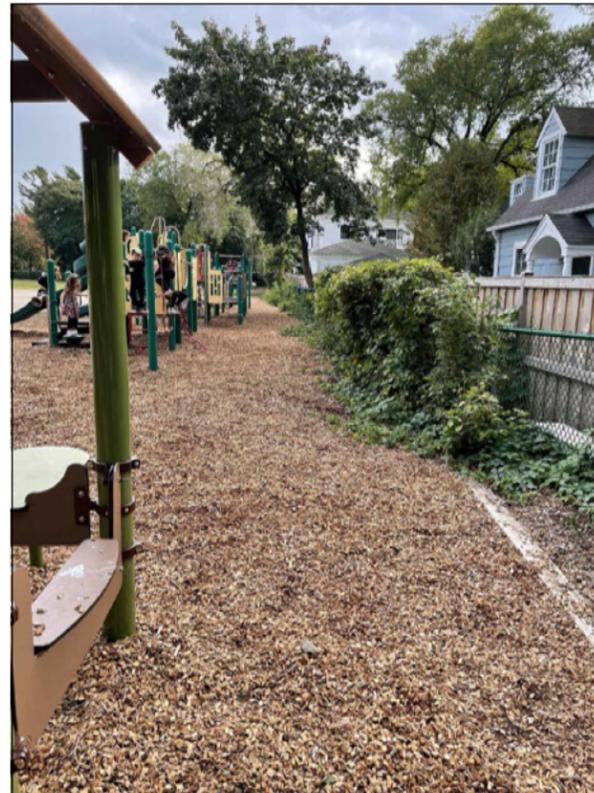
Winnetka, Illinois 60093
847.612.5154
www.ktlandscape.com



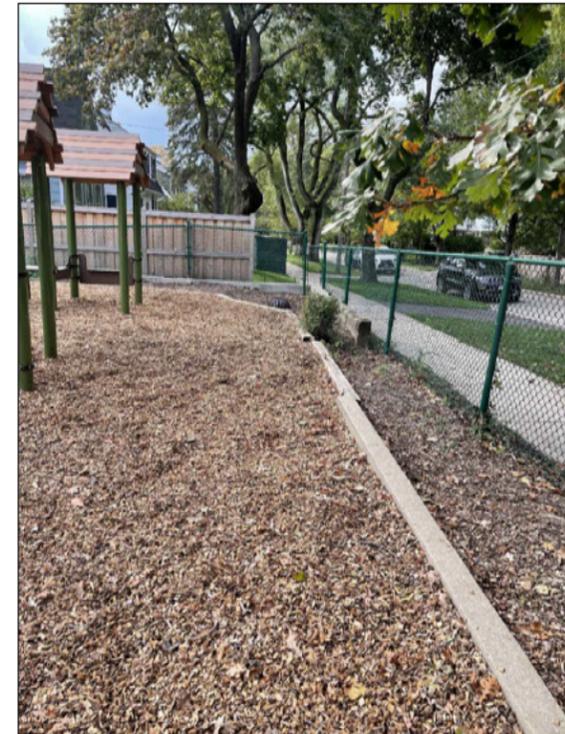
SITE PHOTOS
EXISTING EQUIPMENT TO BE REPLACED



SITE PHOTOS
EXISTING EQUIPMENT TO BE REMAIN



SITE PHOTOS
SITE CONDITIONS





Box 2121
 La Grange, IL 60525
 708-579-9055
 708-579-0109 (fax)
 1-800-526-6197

February 9, 2022

**HUBBARD WOODS SCHOOL
 WINNETKA, IL
 OPTION 1 - REVISED
 PLAYBOOSTER COMPONENT SYSTEM**

<u>QTY.</u>	<u>NO.</u>	<u>DESCRIPTION</u>
5-12 Year Olds Play Equipment		
1	120325A	Ramp Berm Exit Plate Concrete Wall
2	156232A	Ramp w/Guardrails w/Curbs Meets ASTM
1	176081A	Canyon Climber
1	150975A	Cascade Climber 48"Dk DB Only
1	143199A	Conical Climber 72"Dk DB
1	152907B	Deck Link w/Barriers Steel end panels 2 Steps
1	152907C	Deck Link w/Barriers Steel end panels 3 Steps
1	152907D	Deck Link w/Barriers Steel end panels 4 Steps
1	156915A	Pod Climber 16"Dk DB Right Mounted Handhold
1	176079A	Sunbeam Climber
1	152911C	Curved Transfer Module Right 48"Dk DB
2	178710A	Hexagon Tenderdeck
1	121948A	Kick Plate 8"Rise
1	111228A	Square Tenderdeck
3	111231A	Triangular Tenderdeck
1	119646A	Tri-Deck Extension
2	191031A	Accessible Panel Curb
1	123844A	Braille Panel Above Deck
1	127953B	Handhold Panel
1	127953A	Handhold Panel Set
1	173567A	Marble Panel Above Deck
2	127439A	Navigator Reach Panel Above Deck
1	173564A	Optigear Panel Above Deck
1	201545A	Blender Spinner DB
1	111357B	Turning Bar Alum DB
1	141887A	Access/Landing Assembly Seat Barrier Left 8"Dk
1	119805A	Single Beam Loop Horiz Ladder 84"
4	111404E	116"Alum Post DB
4	111404D	124"Alum Post DB
2	111404C	132"Alum Post DB
2	111404O	132"Steel Post DB 42" BURY
6	111403F	142"Alum Post For Roof DB
4	111404A	148"Alum Post DB
2	111404J	76"Alum Post DB
4	111404H	92"Alum Post DB

Hubbard Woods School - Option 1 Revised

- 1 130567A Hex Shingle Roof
- 1 271761A Alpine Slide 72" Deck DB
- 1 130798A Double Swirl Slide 48"Dk DB
- 1 182503C Welcome Sign (LSI Provided) Ages 5-12 years DB

ALSO:

- 1 173591A OmniSpin Spinner Surface Mount
- 1 176457A Roller Table DB

3-Panel Sensory Wall

- 1 168102A Alphamaze and Labyrinth Panel
- 1 168108A Kaleidospin Panel
- 1 168662A Marble Panel
- 3 168100A Sensory Play Center Wall DB
- 2 168101A Sensory Play Center Wall End DB
- 4 168661A Sensory Play Station Plate

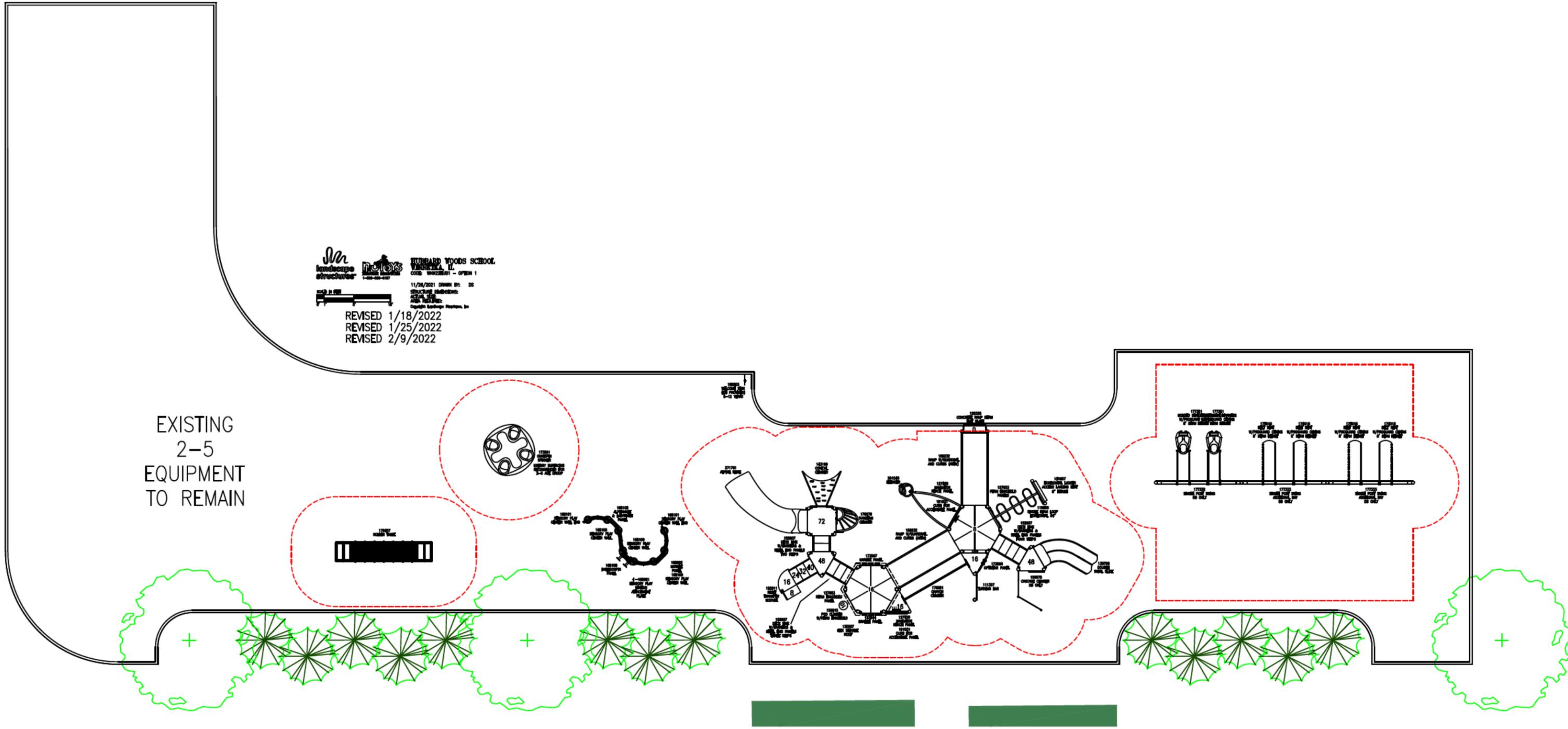
**New 6-Place Single Post Swing Set
5 Belt Seats and 1 ADA**

- 4 174018A Belt Seat Proguard Chains 8' Beam
- 2 177351A Molded Bucket Seat (5-12 yrs) w/Harness Proguard
Chains 8' Beam
- 1 177332A Single Post Swing Frame 8' Beam
- 2 177333A Single Post Swing Frame Addtl Bay 8' Beam

****Note: Due to the volatile cost of raw materials, supply chain and labor shortages, prices and lead times can change without notice. Unfortunately, we cannot guarantee or hold prices quoted at this time.**


HUBBARD WOODS SCHOOL
 VANNEYA II
 CODE: WOODS01 - OPEN 1
 11/28/2021 DRAWN BY: DS
 STRUCTURE NUMBER:
 1216, 1217,
 AND 1218
 Copyright Landscape Structures, Inc.
 REVISED 1/18/2022
 REVISED 1/25/2022
 REVISED 2/9/2022

EXISTING
 2-5
 EQUIPMENT
 TO REMAIN





HUBBARD WOODS
ELEMENTARY SCHOOL
WNN22HUB1-2-1 • 02.09.2022





HUBBARD WOODS
ELEMENTARY SCHOOL
WNN22HUB1-2-2 • 02.09.2022





HUBBARD WOODS
ELEMENTARY SCHOOL
WNN22HUB1-2-3 • 02.09.2022





HUBBARD WOODS
ELEMENTARY SCHOOL
WNN22HUB1-2-4 • 02.09.2022



1/15/90

AN ORDINANCE GRANTING A SPECIAL USE PERMIT
UNDER AND VARIATIONS IN THE
APPLICATION OF THE ZONING ORDINANCE
OF THE VILLAGE OF WINNETKA,
COOK COUNTY, ILLINOIS

WHEREAS there has been presented to the Council of the Village of Winnetka, Cook County, Illinois, the request of the owner of the following described real estate:

Lots 1, 2, 3, 4, 5, 12 and that portion Lot 11 described as follows: being East of a straight line produced which intersects the East line of the Northwest Quarter of said Southwest Quarter of said Section 17 at a point 678 feet South of the North line of said Northwest Quarter at an angle with said East line of said Northwest Quarter of 24 degrees and 56 minutes to the Northwest from said East line of said Northwest Quarter all situated in Block 8 of County Clerk's Subdivision of the Southwest Quarter of Section 17, Township 42 North, Range 13, East of the Third Principal Meridian, all in the Village of Winnetka, Cook County, Illinois,

commonly known as Hubbard Woods School, 1110 Chatfield Road, and located in the "A-5" (One-Fourth Acre) Single-Family Residential District provided in the Zoning Ordinance of said Village, for a special use permit covering the expansion of the existing special use and variations under the provisions of the Zoning Ordinance reducing the required set-back of 30 feet from Laurel and Burr Avenues to 12 feet for the distance of the addition, permitting an increase in structural lot coverage from 25% (existing coverage is 32.7%) to 37%, an increase in impermeable surfaces from 50% (existing coverage is 64.3%) to 66%, and an increase in floor area ratio from 33.8% to 39.5%, to permit the construction of an addition to the existing school building in accordance with the plans accompanying the application for special use permit and variations;

WHEREAS there are practical difficulties and particular hardship in the way of carrying out the strict letter of said Zoning Ordinance with respect to said premises in that constructing the addition in a conforming location would substantially diminish and disrupt the existing central playground or require closing Burr Avenue, and performing the construction to the



south of the existing building is the most efficient and least disruptive location for the school and the neighborhood;

WHEREAS said proposed addition will not impair an adequate supply of light and air to adjacent property; will not increase the hazard from fire and other dangers to said property; will not diminish the taxable value of land and buildings throughout said Village; will not increase congestion on the public streets; and will not otherwise impair the public health, safety, comfort, morals and welfare of the inhabitants of said Village; and

WHEREAS the Board of Appeals of the Village has conducted a public hearing on said requested variations, on due notice thereof, and has reported to the Council recommending unanimously that the requested special use permit and variations be granted;

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

SECTION 1. That a special use permit under Sections 5a and 13 and variations from the set-back, lot coverage and floor area ratio requirements of Section 5a of the Zoning Ordinance, adopted by the Council of the Village of Winnetka, Cook County, Illinois and now in effect, are granted with respect to the above-described real estate, which is located in the "A-5" (One-Fourth Acre) Single-Family Residential District provided in said Zoning Ordinance and is commonly known as Hubbard Woods School, 1110 Chatfield Road, reducing the required set-back of 30 feet from Laurel and Burr Avenues to 12 feet for the distance of the addition, permitting an increase in structural lot coverage from 25% (existing coverage is 32.7%) to 37%, an increase in impermeable surfaces from 50% (existing coverage is 64.3%) to 66%, and an increase in floor area ratio from 33.8% to 39.5%, to permit the construction of an addition to the existing school building in accordance with the plans accompanying the application for special use permit and variations.



SECTION 2. That this ordinance shall be in full force and effect from and after its passage, approval and posting.

Signed:



President of the
Village of Winnetka

Countersigned:



Village Clerk

Read, ordered engrossed and posted January 16, 1990

Posted January 17, 1990

Passed and approved February 6, 1990

Posted February 7, 1990

**AN ORDINANCE GRANTING VARIATIONS AND A
SPECIAL USE PERMIT FOR THE HUBBARD WOODS SCHOOL**

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is the beneficial owner of the following described real estate (the "Subject Property"):

Plat of Survey of those parts of Block 8 in County Clerk's Division according to the plat thereof recorded as Document No.178081 filed April 27, 1978, in the south west 1/4 of Section 17, Township 42 North, Range 13 east of the 3rd Principal Meridian, Village of Winnetka, Cook County, Illinois described as follows: Lots 1, 2, 3, 4, 5 and 12 in said Block 8 in County Clerk's Division and that part of Lot 11 in said Block 8 in County Clerk's Division lying easterly of a line forming an angle of 24 degrees 56 minutes to the left at the point of intersection with the east line of the north west 1/4 of said south west 1/4 of Section 17, 678.00 feet south of the north east corner of said north west 1/4 of the south west 1/4 of Section 17;

which is commonly known as 1110 Chatfield Road, Winnetka, Illinois, and which is located in the "A-5" (One-Fourth Acre) Single-Family Residential District provided in Section 22.05A of the Winnetka Zoning Ordinance, Chapter 22 of the Winnetka Village Code; and,

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is a body corporate and politic of the State of Illinois and operates a public school known as the Hubbard Woods School on the Subject Property, which is improved with the Hubbard Woods School building; and

WHEREAS, public schools are permitted as special uses in the "A-5" (One-Fourth Acre) Single-Family Residential District, subject to the conditions and requirements pertaining to special uses, as set forth in Section 22.13 of the Winnetka Zoning Ordinance; and

WHEREAS, the Hubbard Woods School has been in continuous operation as a public school since it was constructed on the Subject Property in 1911; and

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 has filed applications for a special use permit under Section 22.05A(b)2b of the Winnetka Zoning Ordinance, and for variations from the maximum building size of 27,269.60 square feet of gross floor area permitted by Section 22.05A(g) of the Winnetka Zoning Ordinance and from the maximum roofed lot coverage of 31,818.25 square feet permitted by Section 22.05A(f) of the Winnetka Zoning Ordinance, to permit the placement of a 24-foot by 44-foot mobile classroom structure and to provide a 34-foot by 31-foot playground area for a climbing apparatus, in accordance with the plans accompanying the applications for special use permit and variations, thereby increasing the maximum building size to 47,601.29 square feet, which represents a 20,331.69 square foot (74.56%) total increase over the maximum permitted gross floor area, and increasing the maximum roofed lot coverage to 44,382.57 square feet, which represents a 12,564.32 square foot (39.48%) increase over the maximum permitted roofed lot coverage; and

WHEREAS, on August 15, 1996, the Design Review Board considered the proposed improvements and have provided comments to the Zoning Board of Appeals and the Village Council that the color of the temporary classroom should be lighter and that landscaping should be included in the plan; and

WHEREAS, the Board of Education modified the color and landscaping for the proposed improvements pursuant to the recommendations of the Design Review Board, which considered the modifications on September 25, 1996, and determined that a certificate of appropriateness would issue; and

WHEREAS, pursuant to due notice thereof, the Plan Commission and Zoning Board of Appeals met in joint session on September 18, 1996, to hold a public hearing and consider the proposed improvements at the Hubbard Woods School; and

WHEREAS, by the unanimous vote of the either members present at the September 18, 1996, meeting, the Plan Commission found the proposal to be consistent with the Village of Winnetka Comprehensive Plan, but recommended that the proposed use be limited to five years; and

WHEREAS, by the unanimous vote of the six members present at the September 18, 1996, meeting and hearing, the Zoning Board of Appeals recommended that the requested variations be granted, and further recommended that the special use permit be granted, subject to the Council's granting the requested variations and with the stipulations that the use of the temporary classrooms be limited to five years and that the playground equipment be permanently permitted; and

WHEREAS, the temporary classroom structure is necessary for the Board of Education to accommodate an increased enrollment in the least disruptive manner so as to meet the Board of Education's

educational objectives and provide educational programs at the Hubbard Woods School; and

WHEREAS, the Board of Education has established that the additional playground equipment is a necessary and reasonable accessory to its educational programs; and

WHEREAS, the plight of the Board of Education is unique in that it is required by law to provide public education programs within the Village and it must accommodate increased enrollments at the Hubbard Wood School location; and

WHEREAS, the variations, if granted, will not alter the essential character of the locality, in that the Hubbard Woods School is an established use in the neighborhood and the only concerns expressed by the public pertained to the length of time the temporary classroom would be in place, which is unrelated to the building size and lot coverage variations being requested; and

WHEREAS, an adequate supply of light and air to adjacent property will not be impaired, because the temporary classroom will be located within the front building line of the existing building and the west side yard setback will be 89 feet; and

WHEREAS, the hazard from fire and other damages to the property will not be increased, since the temporary classroom will be constructed in accordance with all applicable building codes, including those applicable to the construction of educational facilities, making it no more hazardous than any other construction built according to those codes; and

WHEREAS, the taxable value of land and buildings throughout the Village will not diminish because the temporary classroom structure will accommodate short term population growth and the climbing equipment will be a permanent improvement to the Hubbard Woods School property; and

WHEREAS, the temporary classroom and the climbing equipment will not increase congestion in the public streets; and

WHEREAS, the proposed temporary classroom and climbing equipment will not be detrimental to or endanger the public health, safety, comfort, morals and welfare of the inhabitants of the Village, because the Hubbard Woods School is an established use and the temporary placement of a classroom will enable the Board of Education to accommodate a temporary increase in student enrollment and to fulfill its statutorily mandated mission; and

WHEREAS, the proposed special use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity, as the west side yard along side the temporary structure will substantially exceed the minimum required side yard and the temporary classroom will be located within the front building line of the existing school building; and

WHEREAS, the Hubbard Woods School is an established element of the residential area in which it is located and will not impede the orderly development or improvement of other property in the immediate vicinity; and

WHEREAS, adequate parking facilities, utilities, access roads, drainage and other facilities necessary for the operation of the special use exist or will be provided; and

WHEREAS, the special use, when constructed in accordance with the terms and conditions of this ordinance, will conform to the applicable regulations of the Zoning Ordinance and the Winnetka Village Code;

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

SECTION 1: That the Village Council hereby adopts the foregoing preambles to this ordinance as its findings.

SECTION 2: That variations are hereby granted with respect to the Subject Property, which is located in the "A-5" (One-Fourth) Acre Single-Family Residential Zoning District, and which is commonly known as Hubbard Woods School, 1110 Chatfield Road, as follows: (a) a variation of 20,331.69 square feet (74.56%) from the maximum building size of 27,269.60 square feet of gross floor area permitted by Section 22.05A(g) of the Winnetka Zoning Ordinance, resulting in a maximum building size of 47,601.29 square feet; and (b) a variation of 12,564.32 square feet (39.48%) from the maximum roofed lot coverage of 31,818.25 square feet permitted by Section 22.05A(f) of the Winnetka Zoning Ordinance, resulting in a maximum roofed lot coverage of 44,382.57 square feet; said variations being granted to permit the placement of a 24-foot by 44-foot mobile classroom structure and to provide a 34-foot by 31-foot playground area for a climbing apparatus, in accordance with the plans

submitted with the applications for variations and a special use permit, subject to the conditions and limitations hereinafter set forth.

SECTION 3: That a special use permit under Section 22.05A(b)2b of the Winnetka Zoning Ordinance is hereby granted with respect to the Subject Property, which is located in the "A-5" (One-Fourth Acre) Single-Family Residential district, and which is commonly known as Hubbard Woods School, 1110 Chatfield Road, to allow expansion of the existing school facility by the addition of a mobile classroom unit and the addition of a playground area with a permanent climbing apparatus, in accordance with the plans submitted with the application for variations and a special use permit, subject to the conditions and limitations hereinafter set forth.

SECTION 4: That the variations and special use permit hereby granted are conditioned upon the commencement of the proposed construction within twelve (12) months after the effective date of this ordinance.

SECTION 5: That, insofar as they pertain to the mobile classroom unit, the variations and special use permit hereby granted are limited to a period of five years from the date of occupancy of said mobile classroom unit.

SECTION 6: That this Ordinance shall be in full force and effect from and after its passage, approval, and posting.

Passed and approved this 8 day of October, 1996.

AYES: Trustees Meuer, Lanphier, Hilton, Duhl and Holland

NAYS: None

ABSENT: Trustee Derning

Signed:


Village President

Countersigned:


Village Clerk

Read, Ordered Engrossed and Posted October 1, 1996

Posted October 2, 1996

Passed and Approved October 8, 1996

Posted October 9, 1996

F:\RMCJ\WINN\ORDRES\M-472.96

**AN ORDINANCE GRANTING A VARIATION IN THE
APPLICATION OF THE ZONING ORDINANCE OF THE
VILLAGE OF WINNETKA (HUBBARD WOODS SCHOOL)**

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is the beneficial owner of the following described real estate (the "Subject Property"):

Plat of Survey of those parts of Block 8 in County Clerk's Division according to the plat thereof recorded as Document No.178081 filed April 27, 1978, in the south west 1/4 of Section 17, Township 42 North, Range 13 east of the 3rd Principal Meridian, Village of Winnetka, Cook County, Illinois described as follows: Lots 1, 2, 3, 4, 5 and 12 in said Block 8 in County Clerk's Division and that part of Lot 11 in said Block 8 in County Clerk's Division lying easterly of a line forming an angle of 24 degrees 56 minutes to the left at the point of intersection with the east line of the north west 1/4 of said south west 1/4 of Section 17, 678.00 feet south of the north east corner of said north west 1/4 of the south west 1/4 of Section 17;

which is commonly known as 1110 Chatfield Road, Winnetka, Illinois, and which is located in the "A-5" (One-Fourth Acre) Single-Family Residential District provided in Section 22.05A of the Winnetka Zoning Ordinance, Chapter 22 of the Winnetka Village Code; and,

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is a body corporate and politic of the State of Illinois and has operated a public school known as the Hubbard Woods School on the Subject Property, since the construction of the school building in 1911; and

WHEREAS, the Winnetka Village Council has previously adopted Ordinance M-472-96, which granted variations and a special use to allow the placement of a mobile classroom structure on the Subject Property, and to provide a 34-foot by 31-foot playground area for a climbing apparatus; and

WHEREAS, after locating the mobile classroom facility, the Board of Education of Winnetka Elementary School District No. 36 determined that the play structure in the playground area should be further from the mobile unit; and

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 has filed an application for a variation in the Front Setback requirements of Section 22.05A(h) of the Winnetka Zoning Ordinance, from 30.0 feet to 18.46 feet, resulting in a variation of 11.54 feet (38.47%), to allow the previously permitted climbing apparatus to be located farther away from the mobile classroom unit; and

WHEREAS, the plight of the Board of Education is unique in that: (a) the play equipment is a necessary accessory to the principal use of the Subject Property in meeting the School District's statutory obligations; (b) strict application of the front setback requirements will reduce the amount of space in the already crowded existing play area, despite an increasing student population; and (c) acquiring adjoining properties for expansion of the site is not feasible; and

WHEREAS, the variation, if granted, will not alter the essential character of the locality, in that the Hubbard Woods School is an established use in the neighborhood and the proposed location for the equipment currently serves as a play area on the Subject Property; and

WHEREAS, an adequate supply of light and air to adjacent property will not be impaired, by the proposed variation; and

WHEREAS, the hazard from fire and other damages to the property will not be increased; and

WHEREAS, the taxable value of land and buildings throughout the Village will not be diminished; and

WHEREAS, the climbing equipment will not increase congestion in the public streets since it will not increase the use of the school facilities; and

WHEREAS, the climbing equipment will not be detrimental to or endanger the public health, safety, comfort, morals and welfare of the inhabitants of the Village; and

WHEREAS, the requested variation is in harmony with the general purpose and intent of the Winnetka Zoning Ordinance; and

WHEREAS, pursuant to due notice thereof, the Zoning Board of Appeals held a public hearing on December 2, 1996, to consider the requested variation and, on the affirmative vote of four of the six

members then in attendance, has recommended that the requested variation be granted;

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

SECTION 1: That the Village Council hereby adopts the foregoing preambles to this ordinance as its findings.

SECTION 2: That a variation from the front yard set back requirements of Section 22.05A(h) of the Winnetka Zoning Ordinance, adopted by the Village of Winnetka, Cook County, Illinois, and now in effect, is hereby granted with respect to the Subject Property, which is located in the "A-5" (One-Fourth) Acre Single-Family Residential Zoning District, and which is commonly known as Hubbard Woods School, 1110 Chatfield Road, to reduce the front yard set back to 18.46 feet from 30.0 feet, resulting in a variation of 11.54 feet (38.47%), to permit the placement of the playground climbing apparatus partially within the required front yard, in accordance with the plans submitted with the applications for the variation.

SECTION 3: That the variation hereby granted is conditioned upon the commencement of the proposed construction within twelve (12) months after the effective date of this ordinance.

SECTION 4: That, except as specifically provided herein, the variations and special use permit granted pursuant to ordinance

**AN ORDINANCE GRANTING VARIATIONS AND A
SPECIAL USE PERMIT FOR THE HUBBARD WOODS SCHOOL**

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is the beneficial owner of the following described real estate (the "Subject Property"):

Plat of Survey of those parts of Block 8 in County Clerk's Division according to the plat thereof recorded as Document No.178081 filed April 27, 1878, in the south west 1/4 of Section 17, Township 42 North, Range 13 East of the 3rd Principal Meridian, Village of Winnetka, Cook County, Illinois described as follows: Lots 1, 2, 3, 4, 5 and 12 in said Block 8 in County Clerk's Division and that part of Lot 11 in said Block 8 in County Clerk's Division lying easterly of a line forming an angle of 24 degrees 56 minutes to the left at the point of intersection with the east line of the north west 1/4 of said south west 1/4 of Section 17, 678.00 feet south of the north east corner of said north west 1/4 of the south west 1/4 of Section 17;

which is commonly known as 1110 Chatfield Road, Winnetka, Illinois, and which is located in the "A-5" (One-Fourth Acre) Single-Family Residential District provided in Section 22.05A of the Winnetka Zoning Ordinance, Chapter 22 of the Winnetka Village Code; and,

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is a body corporate and politic of the State of Illinois and operates a public school known as the Hubbard Woods School on the Subject Property, which is improved with the Hubbard Woods School building; and

WHEREAS, public schools are permitted as special uses in the "A-5" (One-Fourth Acre) Single-Family Residential District, subject to the conditions and requirements pertaining to special uses, as set forth in Section 22.13 of the Winnetka Zoning Ordinance; and

WHEREAS, the Hubbard Woods School has been in continuous operation as a public school since it was constructed on the Subject Property in 1911; and

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 (“Board of Education”) has filed applications for a special use permit under Section 22.05A(b)2b of the Winnetka Zoning Ordinance, and for variations from the maximum building size of 27,269.60 square feet of gross floor area permitted by Section 22.05A(g) of the Winnetka Zoning Ordinance and from the maximum roofed lot coverage of 31,818.25 square feet and maximum impermeable surface of 63,636.50 square feet permitted by Section 22.05A(f) of the Winnetka Zoning Ordinance, to permit the construction of three one-story additions to Hubbard Woods School, in accordance with the plans accompanying the applications for special use permit and variations, thereby increasing the maximum building size to 48,971.00 square feet, which represents a floor area ratio of .3847 and a 21,701.40 square foot (79.6%) total increase over the maximum permitted gross floor area, increasing the maximum roofed lot coverage to 46,019.57 square feet, which represents a 14,201 square foot (44.63%) increase over the maximum permitted roofed lot coverage, and increasing the total impermeable surface to 82,847.57 square feet, which represents a 19,211 square foot increase over the maximum permitted impermeable surface; and

WHEREAS, on April 16, 1998, the Design Review Board considered the proposed improvements and have unanimously determined that a certificate of appropriateness would issue for the proposed additions; and

WHEREAS, pursuant to due notice thereof, the Plan Commission and Zoning Board of Appeals met in joint session on May 18, 1998, to hold a public hearing and consider the proposed improvements at the Hubbard Woods School; and

WHEREAS, by the affirmative vote of eight of the nine members then present, the Plan Commission found the proposal to be consistent with the Village of Winnetka Comprehensive Plan, and recommended that the special use permit be granted; and

WHEREAS, by the affirmative vote of the five members then present, the Zoning Board of Appeals recommended that the requested variations be granted, and further recommended that the special use permit be granted, subject to the Council's granting the requested variations; and

WHEREAS, the building additions are necessary for the Board of Education to accommodate an increased enrollment in the least disruptive manner so as to meet the Board of Education's educational objectives and provide educational programs at the Hubbard Woods School; and

WHEREAS, the plight of the Board of Education is unique in that it is required by law to provide public education programs within the Village and it must accommodate increased enrollments at the Hubbard Woods School location; and

WHEREAS, there are practical difficulties associated with strictly applying the maximum building size and intensity of use of lot provisions of Sections 22.05A(b) and 22.05A(f) to the Subject Property, as student enrollment at Hubbard Woods School has increased and the Board of Education has determined that expanding the school as proposed is the best alternative for accommodating the increased enrollment; and

WHEREAS, the variations, if granted, will not alter the essential character of the locality, in that the Hubbard Woods School is an established use in the neighborhood and the proposed additions represent a minimal increase to the existing building, adding 637 square feet to the lot coverage and 1,302 square feet to the building area; and

WHEREAS, the Subject Property cannot yield a reasonable return if permitted to be used only under the conditions allowed by the applicable zoning regulations, as the sole purpose of the property is to provide for the education of students as required by law; and

WHEREAS, an adequate supply of light and air to adjacent property will not be impaired, as the majority of the proposed additional square footage will be located within the existing building and/or roof lines; and

WHEREAS, the hazard from fire and other damages to the property will not be increased, as the additions will be constructed in accordance with all applicable building codes, including those applicable to the construction of educational facilities, making it no more hazardous than any other construction built according to those codes; and

WHEREAS, there is no evidence that the taxable value of land and buildings throughout the Village will diminish and the proposed classroom additions are intended to benefit the school district; and

WHEREAS, the proposed additions will not increase congestion in the public streets; and

WHEREAS, the proposed classroom additions will not be detrimental to or endanger the public health, safety, comfort, morals and welfare of the inhabitants of the Village, because the Hubbard Woods School is an established use and the additional classroom space will enable the Board of Education to accommodate the increase in student enrollment and to fulfill its statutorily mandated mission; and

WHEREAS, the proposed special use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity, as the proposed additions present a relatively minor increase in the size of the school building and are concealed within the existing building footprint; and

WHEREAS, the Hubbard Woods School is an established element of the residential area in which it is located and will not impede the orderly development or improvement of other property in the immediate vicinity; and

WHEREAS, adequate parking facilities, utilities, access roads, drainage and other facilities necessary for the operation of the special use exist or will be provided; and

WHEREAS, the special use, when constructed in accordance with the terms and conditions of this ordinance, will conform to the applicable regulations of the Zoning Ordinance and the Winnetka Village Code;

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

SECTION 1: That the Village Council hereby adopts by reference the foregoing recitals as its findings as if those recitals were fully set forth herein.

SECTION 2: That variations are hereby granted with respect to the Subject Property, which is located in the "A-5" (One-Fourth) Acre Single-Family Residential Zoning District, and which is commonly known as Hubbard Woods School, 1110 Chatfield Road, as follows: (a) a variation of 21,701.4 square feet (79.6%) from the maximum building size of 27,269.60 square feet of gross floor area permitted by Section 22.05A(g) of the Winnetka Zoning Ordinance, resulting in a maximum building size of 48,971.00 square feet; and (b) a variation of 14,201 square feet (44.63%) from the maximum roofed lot coverage of 31,818.25 square feet and of 19,211 square feet from the maximum impermeable surface permitted by Section 22.05A(f) of the Winnetka Zoning Ordinance, resulting in a maximum roofed lot coverage of 46,019.57 square feet, and a total impermeable surface area of 82,847.57 square feet, said variation being granted to permit the construction of three one-story classroom additions to Hubbard Woods School in accordance with the plans dated April 9, 1998 and submitted with the applications for variations and a special use permit, subject to the conditions and limitations hereinafter set forth.

SECTION 3: That a special use permit under Section 22.05A(b)2b of the Winnetka Zoning Ordinance is hereby granted with respect to the Subject Property, which is located in the "A-5" (One-Fourth Acre) Single-Family Residential district, and which is commonly known as

Hubbard Woods School, 1110 Chatfield Road, to allow expansion of the existing school facility by the construction of three one-story classroom additions, in accordance with the plans dated April 9, 1998, and submitted with the application for variations and a special use permit, subject to the conditions and limitations hereinafter set forth.

SECTION 4: That the variations and special use permit hereby granted are conditioned upon the commencement of the proposed construction within twelve (12) months after the effective date of this ordinance.

SECTION 5: That this Ordinance shall be in full force and effect from and after its passage, approval, and posting.

Passed and approved this 16th day of June, 1998.

AYES: Trustees Darning, Duhl, Lanphier, Lien, Hilton and Meuer

NAYS: None

ABSENT: None

Signed:



Village President

Countersigned:



Village Clerk

Introduced: June 2, 1998

Posted: June 3, 1998

Passed and Approved: June 16, 1998

Posted: June 17, 1998

ORDINANCE NO. M-578-99

AN ORDINANCE GRANTING A VARIATION IN THE APPLICATION OF THE ZONING ORDINANCE OF THE VILLAGE OF WINNETKA, COOK COUNTY, ILLINOIS FOR THE HUBBARD WOODS SCHOOL (1110 Chatfield Road)

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is the beneficial owner of the following described real estate (the "Subject Property"):

Lots 1,2,3,4,5,12 and that portion of Lot 11 described as follows: being East of a straight line produced which intersects the East line of the Northwest Quarter (N. W. $\frac{1}{4}$) of said Southwest Quarter (S. W. $\frac{1}{4}$) of said Section Seventeen (17) at a point 678 feet South of the North line of said Northwest Quarter (N. W. $\frac{1}{4}$) at an angle with said East line of said Northwest Quarter (N. W. $\frac{1}{4}$) of 24 degree and 56 minutes to the Northwest from said East line of said Northwest Quarter (N. W. $\frac{1}{4}$), all situated in Block Eight (8) of the County Clerk's subdivision of the Southwest Quarter (S. W. $\frac{1}{4}$) of Section Seventeen (17) of Township forty-two (42) North, Range Thirteen (13) East of the Third Principal Meridian, Village of Winnetka, Cook County, Illinois.

which is commonly known as 1110 Chatfield Road, Winnetka, Illinois, and is located in the R-4 Single-Family Residential District provided in Section 22.05A of the Winnetka Zoning Ordinance, Chapter 22 of the Winnetka Village Code; and,

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is a body corporate and politic of the State of Illinois and operates a public school known as the Hubbard Woods School on the Subject Property, which is improved with the Hubbard Woods School building and accessory structures; and

WHEREAS, public schools are permitted as special uses in the R-4 Single-Family Residential District, subject to the conditions and requirements pertaining to special uses, as set forth in Section 22.13 of the Winnetka Zoning Ordinance; and

WHEREAS, the Hubbard Woods School has been in continuous operation as a public school since it was constructed on the Subject Property in 1911; and

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 ("Board of Education") has filed an application for a variation from the front setback provision permitted by Section 22.05A(h) of the Winnetka Zoning Ordinance, to permit the replacement of existing playground equipment located in the southwest corner of the Subject Property, in accordance with the plans accompanying the application for variation, to allow a front setback of 11.0 feet along the Hamptondale Road property line, whereas a 30.0-foot setback is required, resulting in a variation of 19.0 feet (63.33%); and

WHEREAS, on March 18, 1999, the Design Review Board considered the proposed improvements and have unanimously determined that a certificate of appropriateness would issue for the proposed upgrading of the play equipment and landscaping; and

WHEREAS, pursuant to due notice thereof, the Zoning Board of Appeals held a public hearing on May 17, 1999 to consider the proposed improvements at the Hubbard Woods School and, by the unanimous vote of the four members then present, the Zoning Board of Appeals has recommended that the requested variation be granted; and

WHEREAS, the Council of the Village of Winnetka have previously considered applications for zoning relief for the Subject Property and have adopted the following ordinances: (a) Ordinance M-472-96, which granted variations and a special use to allow the placement of a mobile classroom structure on the Subject Property, and to provide a 34-foot by 31-foot playground area for a climbing apparatus; (b) Ordinance M-481-96, which granted a front yard setback variation to allow a front setback of 18.46 feet for the climbing apparatus, and (c) Ordinance M-528-98, which amended the special use and granted variations to allow the construction of three one-story additions to the school building; and

WHEREAS, the proposed replacement of the play equipment does not require an amendment to the special use permit; and

WHEREAS, the plight of the Board of Education is unique in that: (a) the play equipment is a necessary accessory to the principal use of the Subject Property in meeting the School District's statutory obligations; (b) the strict application of the front setback requirements would reduce the amount of space in the already crowded existing play area despite an increasing student populations; (c) acquiring adjoining properties for expansion of the site is not feasible; and (d) relocating the playground area to a conforming location would reduce the size of the visual buffer for the adjoining residential properties, reduce green space, impede sight lines necessary for visual supervision of playground activities, and increase the likelihood of classroom disruption due to placing the equipment closer to the school building; and

WHEREAS, the variation, if granted, will not alter the essential character of the locality, in that the Hubbard Woods School is an

established use in the neighborhood, the proposed improvements will replace play equipment currently located in the same area of the Subject Property, and will provide a landscaped buffer between the play area curb and the adjoining residential properties; and

WHEREAS, the Subject Property cannot yield a reasonable return if permitted to be used only under the conditions allowed by the applicable zoning regulations, as the sole purpose of the property is to provide for the education of students as required by law; and

WHEREAS, an adequate supply of light and air to adjacent property will not be impaired, as the tallest decks of the new equipment will be the same height as the tallest decks of the existing equipment; and

WHEREAS, the hazard from fire and other damages to the property will not be increased, because the new equipment will have no wood; and

WHEREAS, there is no evidence that the taxable value of land and buildings throughout the Village will diminish; and

WHEREAS, the proposed renovation of the playground equipment will not increase congestion in the public streets; and

WHEREAS, the proposed playground equipment will not be detrimental to or endanger the public health, safety, comfort, morals and welfare of the inhabitants of the Village, because the new equipment will provide a safer playground, which will be in full compliance with current safety standards and guidelines, will meet accessibility requirements of the Americans with Disabilities Act, will provide additional visual screening for the neighboring properties and will improve stormwater drainage.

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

SECTION 1: That the Village Council hereby adopts by reference the foregoing recitals as its findings as if those recitals were fully set forth herein.

SECTION 2: That a variation is hereby granted with respect to the Subject Property, which is located in the R-4 Single-Family Residential Zoning District, and which is commonly known as Hubbard Woods School, 1110 Chatfield Road, to allow a front setback of 11.0 feet along the Hamptondale Road property line, whereas 30.0 feet are required, resulting in a variation of 19.0 feet (63.33%), to permit the replacement of existing playground equipment located in the southwest corner of the Subject Property, in accordance with the plans submitted with the application for variation, subject to the conditions and limitations hereinafter set forth.

SECTION 3: That the variation is hereby granted conditioned upon the commencement of the proposed construction within twelve (12) months after the effective date of this ordinance.

SECTION 4: That this Ordinance shall be in full force and effect from and after its passage, approval, and posting.

ADOPTED this 15th day of June, 1999, pursuant to the following roll call vote:

AYES: Trustees Aquilino, Dering, Duhl, Lien, and Powell.

NAYS: None.

ABSENT: Trustee Hilton.

APPROVED this 15th day of June, 1999.

Signed:

ss/Louise A. Holland

Village President

Countersigned:

ss/Douglas G. Williams

Village Clerk

Introduced: June 8, 1999

Posted: June 9, 1999

Passed and Approved: June 15, 1999

ORDINANCE NO. M-18-2006

AN ORDINANCE GRANTING A VARIATION IN THE APPLICATION OF THE ZONING ORDINANCE OF THE VILLAGE OF WINNETKA COOK COUNTY, ILLINOIS (1110 Chatfield)

WHEREAS, the Village of Winnetka is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, pursuant to Article VII, Section 6 of the Constitution of the State of Illinois of 1970, the Village of Winnetka has the authority, except as limited by said Section 6 of Article VII, to exercise any power and perform any function pertaining to the government and affairs of the Village, including, but not limited to, the powers (i) to regulate for the protection of the public health, safety, morals and welfare, (ii) to license, (iii) to tax, and (iv) to incur debt; and

WHEREAS, the Village Council find that establishing standards for the use and development of lands and buildings within the Village and establishing and applying criteria for variations from those standards are matters pertaining to the affairs of the Village; and

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is the beneficial owner of the following described real estate (the "Subject Property"):

Those parts of Block 8 in County Clerk's Division according to the plat thereof recorded as Document No. 178081 filed on April 27, 1878, in the south west ¼ of Section 17, Township 42 North, Range 13 East of the Third Principal Meridian, Village of Winnetka, Cook County, Illinois described as follows: Lots 1, 2, 3, 4, 5, and 12 in said Block 8 in County Clerk's Division and that part of Lot 11 in said Block 8 in County Clerk's Division lying easterly of a line forming an angle of 24 degrees 56 minutes to the left at the point of intersection with the east line of north west ¼ of said south west ¼ of Section 17, 678.00 feet south of the north east corner of said north west ¼ of the south west ¼ of Section 17,

commonly known as 1110 Chatfield, Winnetka, Illinois, and located in the R-4 Single-Family Residential Zoning District provided in Chapter 17.16 of the Winnetka Zoning Ordinance, Title 17 of the Winnetka Village Code; and

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 is a body corporate and politic of the State of Illinois and operates a public school known as the Hubbard Woods School on the Subject Property, which is improved with the Hubbard Woods School building and accessory structures; and

WHEREAS, public schools are permitted as special uses in the R-4 Single-Family Residential District, subject to the conditions and requirements pertaining to special uses, as set forth in Section 17.56 of the Winnetka Zoning Ordinance; and

WHEREAS, the Hubbard Woods School has been in continuous operation as a public school since it was constructed on the Subject Property in 1911; and

WHEREAS, the Board of Education of Winnetka Elementary School District No. 36 ("Board of Education") has filed an application seeking the following variations from the Lot, Space, Bulk and Yard Regulations for Single Family Residential Districts established by Section 17.30 of the Zoning Ordinance: (a) a variation from the intensity of use of lot provisions of Section 17.30.030 to permit a roofed lot coverage of 45,971.57 square feet, a reduction from the current 46,019.57 square feet, whereas a maximum of 31,818.25 square feet is allowed, a variation of 14,158.32 square feet (44.48%); (b) a variation from the intensity of use of lot provisions of Section 17.30.030 to allow impermeable lot coverage of 76,250.57 square feet, a reduction from the current 82,847.57 square feet, whereas a maximum of 63,636.5 square feet is permitted, a variation of 12,614.07 square feet (19.82%); and (c) a variation from the gross floor area limitations of Section 17.30.040 to allow a gross floor area of 48,715 square feet, a reduction from the current 48,971 square feet, whereas a maximum of 31,087.79 square feet is allowed, a variation of 17,627.21 square feet (56.7%); all being required to make proposed improvements to an outdoor play area that will include replacing a deteriorated storage shed with a new storage shed and an Outdoor Environmental Learning Area at the southeast portion of the outdoor area, and replacing some impermeable surfaces in the play area; and

WHEREAS, the Outdoor Environmental Learning Area will consist of two roofed, open-air structures that will be open on all four sides and will have wood deck floors; and

WHEREAS, one of the new structures will function as a Science and Environmental Center and the other will function as an Art Studio; and

WHEREAS, the new facilities will meet accessibility requirements of the Americans with Disabilities Act; and

WHEREAS, on July 10, 2006, on due notice thereof, the Zoning Board of Appeals conducted a public hearing on the requested variations and, by the unanimous vote of the 6 members then present, has reported to the Council recommending that the requested variations be granted; and

WHEREAS, the Council of the Village of Winnetka have previously considered applications for zoning relief for the Subject Property and have passed the following ordinances: (a) Ordinance M-287-90, which granted variations and a special use for an addition to the school; (b) Ordinance M-472-96, which granted variations and a special use to allow the placement of a mobile classroom structure on the Subject Property, and to provide a 34-foot by 31-foot playground area for a climbing apparatus; (c) Ordinance M-481-96, which granted a front yard setback variation to allow a front setback of 18.46 feet for the climbing apparatus, (d) Ordinance M-528-98, which amended the special use and granted variations to allow the construction of three one-story additions to the school building; and (e) Ordinance M-578-99, which granted a front yard setback variation to allow a front setback of 19.0 feet along Hamptondale road to permit the replacement of playground equipment at the southwest corner of the Subject Property; and

WHEREAS, the proposed playground modifications and Outdoor Environmental Learning Area are not substantial changes to the current special use and therefore do not require an amendment to the special use permit; and

WHEREAS, the plight of the Board of Education is unique, in that: (a) it has a statutory obligation to operate a public elementary school system in the Village; (b) supplementary and accessory educational areas for students need to be provided on the same premises as the Board of Education's existing schools; (c) the proposed changes will reduce the currently nonconforming roofed lot coverage of 46,019.57 square feet by 48 square feet; (d) the proposed changes will reduce the currently nonconforming impermeable lot coverage of 82,847.57 square feet by 6,597 square feet; and (e) the proposed changes will reduce the currently nonconforming gross floor area of 48,971 square feet by 256 square feet; and

WHEREAS, there are practical difficulties and particular hardships in the strict application of the Zoning Ordinance's bulk limitations, in that: (a) the playground, the Outdoor Environmental Learning Area and the storage shed are all necessary accessories to the principal use of the Subject Property in meeting the School District's statutory obligations; (b) the strict application of the roofed lot coverage, impermeable lot coverage and maximum building size limitations would make it impossible for the Board of Education to make any improvements to the Hubbard Woods School educational and recreational facilities; and (c) acquiring adjoining properties for expansion of the site is not feasible; and

WHEREAS, the variation, if granted, will not alter the essential character of the locality, in that the Hubbard Woods School is an established use in the neighborhood, the proposed improvements will replace a deteriorating shed with low-profile structures in the same area of the Subject Property; and

WHEREAS, the Subject Property cannot yield a reasonable return if permitted to be used only under the conditions allowed by the applicable zoning regulations, as the sole purpose of the property is to provide for the education of students as required by law; and

WHEREAS, the requested variations will not impair an adequate supply of light and air because they will have open sides, will be substantially lower than the principal school building, and there are no private properties in close proximity to the proposed additions; and

WHEREAS, the requested variations will not increase the hazard from fire and other dangers to the Subject Property, as the proposed construction will comply with all applicable building and fire protection codes; and

WHEREAS, the requested variations will not diminish the taxable value of land and buildings throughout the Village; and

WHEREAS, the requested variations will not contribute to congestion on the public streets, as the use of the Subject Property will not change; and

WHEREAS, the requested variations will contribute to the general welfare of the inhabitants of the Village by enhancing the educational and recreational facilities at Hubbard Woods School and by improving the accessibility of those facilities.

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

SECTION 1: The foregoing recitals are hereby incorporated as the findings of the Council of the Village of Winnetka, as if fully set forth herein.

SECTION 2: The following variations from the Lot, Space, Bulk and Yard Regulations for Single Family Residential Districts established by Section 17.30 of the Winnetka Zoning Ordinance are hereby granted to the Subject Property, commonly known as 1110 Chatfield and located in the R-4 Single-Family Residential District provided in Chapter 1716 of the Zoning Ordinance, Title 17 of the Winnetka Village Code: (a) a variation from the intensity of use of lot provisions of Section 17.30.030 to permit a roofed lot coverage

of 45,971.57 square feet, a reduction from the current 46,019.57 square feet, whereas a maximum of 31,818.25 square feet is allowed, a variation of 14,158.32 square feet (44.48%); (b) a variation from the intensity of use of lot provisions of Section 17.30.030 to allow impermeable lot coverage of 76,250.57 square feet, a reduction from the current 82,847.57 square feet, whereas a maximum of 63,636.5 square feet is permitted, a variation of 12,614.07 square feet (19.82%); and (c) a variation from the gross floor area limitations of Section 17.30.040 to allow a gross floor area of 48,715 square feet, a reduction from the current 48,971 square feet, whereas a maximum of 31,087.79 square feet is allowed, a variation of 17,627.21 square feet (56.7%); all being required to make proposed improvements to an outdoor play area that will include replacing a deteriorated storage shed with a new storage shed and an Outdoor Environmental Learning Area at the southeast portion of the outdoor area, and replacing some impermeable surfaces in the play area, all in accordance with the plans and elevations submitted with the application for variations.

SECTION 3: The variations hereby granted are conditioned upon the commencement of the proposed construction within 12 months after the effective date of this Ordinance.

SECTION 4: This Ordinance is passed by the Council of the Village of Winnetka in the exercise of its home rule powers pursuant to Section 6 of Article VII of the Illinois Constitution of 1970.

SECTION 5: This Ordinance shall take effect immediately upon its passage, approval and posting as provided by law.

PASSED this 15th day of August, 2006, pursuant to the following roll call vote:

AYES: Trustees Abell, Eilers, Ritchell and Tucker

NAYS: None

ABSENT: Trustees Behles and Berger

APPROVED this 15th day of August, 2006.

Signed:

//s//Edmund C. Woodbury

Village President

Countersigned:

//s//Douglas G. Williams

Village Clerk

Introduced: August 1, 2006

Posted: August 2, 2006

Passed and Approved: August 15, 2006

Posted: August 17, 2006

ORDINANCE NO. M-5-2017

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AND VARIATION FROM THE WINNETKA ZONING ORDINANCE FOR THE CONSTRUCTION AND OPERATION OF PLAYGROUND IMPROVEMENTS WITHIN THE R-4 SINGLE FAMILY RESIDENTIAL ZONING DISTRICT

(1110 Chatfield Road)

WHEREAS, Winnetka Public School District No. 36 ("*Applicant*") is the record title owner of that certain parcel of real property commonly known as 1110 Chatfield Road in Winnetka, Illinois, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance ("*Subject Property*"); and

WHEREAS, the Subject Property is improved with buildings and structures known as the Hubbard Woods School ("*School*"); and

WHEREAS, the Applicant desires to construct on the Subject Property certain outdoor playground improvements for use primarily by students at the School (collectively, the "*Proposed Improvements*"); and

WHEREAS, the Subject Property is located within the R-4 Single Family Residential Zoning District of the Village ("*R-4 District*"); and

WHEREAS, in order to be constructed on the Subject Property within the R-4 District, the Proposed Improvements must have, pursuant to Section 17.30.050 of the Winnetka Zoning Ordinance ("*Zoning Ordinance*"), a minimum front yard setback of 30 feet from Hamptondale Avenue; and

WHEREAS, the Applicant desires to construct the Proposed Improvements with a front yard setback from Hamptondale Avenue of 9.33 feet; and

WHEREAS, pursuant to Section 17.12.020 of the Zoning Ordinance, the operation of an elementary school is permitted within the R-4 District only with a special use permit; and

WHEREAS, pursuant to Section 17.56.090 of the Zoning Ordinance, no special use may be enlarged or extended by structural alteration of a building or structure without a special use permit; and

WHEREAS, the Applicant filed an application for: (i) a variation from Section 17.30.050 of the Zoning Ordinance to permit the construction of the Proposed Improvements on the Subject Property with a front yard setback from Hamptondale Avenue of 9.33 feet ("*Variation*"); and (ii) a special use permit pursuant to Section 17.12.020 and Chapter 17.56 of the of the Zoning Ordinance to allow the construction of the Proposed Improvements within the R-4 District ("*Special Use Permit*") (collectively, the Variation and the Special Use Permit are the "*Requested Relief*"); and

WHEREAS, on April 10, 2017, after due notice thereof, the Zoning Board of Appeals ("*ZBA*") conducted a public hearing on the Requested Relief and, by the unanimous vote of the four members then present, recommended that the Council of the Village of Winnetka ("*Village Council*") approve the Requested Relief; and

WHEREAS, pursuant to Chapter 17.60 and Chapter 17.56 of the Zoning Ordinance, the ZBA heard evidence and made certain findings in support of recommending approval of the Variation and the Special Use Permit, respectively, which findings are set forth in the ZBA public hearing minutes attached to and, by this reference, made a part of this Ordinance as **Exhibit B**; and

WHEREAS, on March 15, 2017, after due notice thereof, the Plan Commission met to consider whether approval of the Requested Relief is consistent with "Winnetka 2020," the Winnetka comprehensive plan ("*Comprehensive Plan*"), and found, by the unanimous vote of the seven members then present, that approval of the Requested Relief is consistent with the Comprehensive Plan; and

WHEREAS, on March 16, 2017, after due notice thereof, the Design Review Board met to consider the Requested Relief and, by unanimous vote of the six members then present, recommended that the Village Council approve the Requested Relief; and

WHEREAS, pursuant to Section 17.60.050 of the Zoning Ordinance, the Village Council has determined that: (i) the Variation is in harmony with the general purpose and intent of the Zoning Ordinance and is in accordance with general or specific rules set forth in Chapter 17.60 of the Zoning Ordinance; and (ii) there are practical difficulties or particular hardships in the way of carrying out the strict letter of the provisions or regulations of the Zoning Ordinance from which the Variation has been sought; and

WHEREAS, the Village Council has determined that approval of the proposed Special Use Permit: (i) is consistent with the Comprehensive Plan; and (ii) satisfies the standards for the approval of special use permits set forth in Chapter 17.56 of the Zoning Ordinance; and

WHEREAS, the Village Council has determined that approval of the Requested Relief for the construction of the Proposed Improvements on the Subject Property within the R-4 District is in the best interest of the Village and its residents;

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

SECTION 1: RECITALS. The foregoing recitals are hereby incorporated into this section as the findings of the Village Council, as if fully set forth herein.

SECTION 2: APPROVAL OF SPECIAL USE PERMIT. Subject to, and contingent upon, the terms, conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, the Special Use Permit is hereby granted, pursuant to Chapter 17.56 and Section 17.12.020 of the Zoning Ordinance and the home rule powers of the Village, to allow the extension of the operation of the School by the construction of the Proposed Improvements on the Subject Property within the R-4 District.

SECTION 3: APPROVAL OF VARIATIONS. Subject to, and contingent upon, the terms, conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, the Variation from Section 17.30.050 of the Zoning Ordinance to permit a front yard setback of

9.33 feet from Hamptondale Avenue is hereby granted to allow the construction of the Proposed Improvements on the Subject Property, in accordance with and pursuant to Chapter 17.60 of the Zoning Ordinance and the home rule powers of the Village.

SECTION 4: CONDITIONS. The Special Use Permit granted by Section 2 of this Ordinance, and the Variation granted by Section 3 of this Ordinance are subject to, and contingent upon, compliance by the Applicant with the following conditions:

A **Commencement of Construction.** The Applicant must commence the construction of the Proposed Improvements no later than 12 months after the effective date of this Ordinance.

B **Compliance with Regulations.** Except to the extent specifically provided otherwise in this Ordinance, the development, use, and maintenance of the Proposed Improvements on the Subject Property must comply at all times with all applicable Village codes and ordinances, as they have been or may be amended over time.

C **Reimbursement of Village Costs.** In addition to any other costs, payments, fees, charges, contributions, or dedications required under applicable Village codes, ordinances, resolutions, rules, or regulations, the Applicant must pay to the Village, promptly upon presentation of a written demand or demands therefor, of all fees, costs, and expenses incurred or accrued in connection with the review, negotiation, preparation, consideration, and review of this Ordinance. Payment of all such fees, costs, and expenses for which demand has been made shall be made by a certified or cashier's check. Further, the Applicant must pay upon demand all costs incurred by the Village for publications and recordings required in connection with the aforesaid matters.

D **Compliance with Plans.** The construction, development, use, and maintenance of the Proposed Improvements at the Subject Property must be in strict accordance with the following documents and plans, except for minor changes and site work approved by the Director of Community Development or the Director of Public Works (within their respective permitting authority) in accordance with all applicable Village codes, ordinances, and standards:

1. The "Topographical Map of Part of Hubbard Woods School" prepared by TFW Surveying & Mapping, Inc., consisting of one sheet, and with a latest revision date of November 22, 2016, attached to and, by this reference, made a part of this Ordinance as **Exhibit C**; and

2. The "Project Location Plan" prepared by K M Talty Design, consisting of one sheet, and with a latest revision date of February 10, 2017, attached to and, by this reference, made a part of this Ordinance as **Exhibit D**.

3. The "Site Photos" prepared by K M Talty Design, consisting of one sheet, and with a latest revision date of February 10, 2017, attached to and, by this reference, made a part of this Ordinance as **Exhibit E**.

4. The "Site Plan" prepared by K M Talty Design, consisting of two sheets, and with a latest revision date of February 15, 2017, attached to and, by this reference, made a part of this Ordinance as **Exhibit F**.

5. The "Landscape Structure" plans prepared by NuToys Leisure Products, consisting of four sheets, and with a latest revision date of January 30, 2017, attached to and, by this reference, made a part of this Ordinance as **Exhibit G**.

SECTION 5: RECORDATION; BINDING EFFECT. A copy of this Ordinance will be recorded with the Cook County Recorder of Deeds. This Ordinance and the privileges, obligations, and provisions contained herein inure solely to the benefit of, and are binding upon, the Applicant and each of its heirs, representatives, successors, and assigns.

SECTION 6: FAILURE TO COMPLY. Upon the failure or refusal of the Applicant to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, in addition to all other remedies available to the Village, the approvals granted in Sections 2 and 3 of this Ordinance will, at the sole discretion of the Village Council, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village Council may not so revoke the approvals granted in Sections 2 and 3 of this Ordinance unless it first provides the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Village Council. In the event of revocation, the development and use of the Subject Property will be governed solely by the regulations of the applicable zoning district and the applicable provisions of the Zoning Ordinance, as the same may, from time to time, be amended. Further, in the event of such revocation, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances.

SECTION 7: AMENDMENT OF SPECIAL USE PERMIT. Any amendments to the approvals granted in Sections 2 and 3 of this Ordinance that may be requested by the Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Ordinance.

SECTION 8: SEVERABILITY. If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance shall remain in full force and effect, and shall be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

SECTION 9: EFFECTIVE DATE.

A. This Ordinance will be effective only upon the occurrence of all of the following events:

1. Passage by the Village Council in the manner required by law;
2. Publication in pamphlet form in the manner required by law; and

3. The filing by the Applicant with the Village Clerk of an Unconditional Agreement and Consent in the form of **Exhibit H** attached to and, by this reference, made a part of this Ordinance to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance and to indemnify the Village for any claims that may arise in connection with the approval of this Ordinance.

B. In the event that the Applicant does not file with the Village Clerk a fully executed copy of the unconditional agreement and consent described in Section 9.A.3 of this Ordinance within 60 days after the date of passage of this Ordinance by the Village Council, the Village Council shall have the right, in its sole discretion, to declare this Ordinance null and void and of no force or effect.

[SIGNATURE PAGE FOLLOWS]

PASSED this 16th day of May, 2017, pursuant to the following roll call vote:

AYES: Trustees Cripe, Dearborn, Lanphier, Myers, and Ziv

NAYS: None

ABSENT: None

Signed

s/ Chris Rintz

Village President

Countersigned:

s/Robert M. Bahan

Village Clerk

Published by authority of the President and Board of Trustees of the Village of Winnetka, Illinois, this 7th day of May, 2017.

Introduced: Waived

Passed and Approved: May 16, 2017

EXHIBIT A

LEGAL DESCRIPTION OF SUBJECT PROPERTY

Those parts of Block 8 in County Clerk's Division according to the plat thereof recorded as Document No. 178081 filed on April 27, 1878, in the Southwest ¼ of Section 17, Township 42 North, Range 13 East of the Third Principal Meridian, Village of Winnetka, Cook County, Illinois described as follows: Lots 1, 2, 3, 4, 5, and 12 in said Block 8 in County Clerk's Division and that part of Lot 11 in said Block 8 in County Clerk's Division lying Easterly of a line forming an angle of 24 degrees 56 minutes to the left at the point of intersection with the East line of the Northwest ¼ of said Southwest ¼ of Section 17, 678.00 feet South of the Northeast corner of said Northwest ¼ of the Southwest ¼ of Section 17.

Commonly known as 1110 Chatfield Road, Winnetka, Illinois.

EXHIBIT B

APRIL 10, 2017 PUBLIC HEARING MINUTES OF THE ZBA

Zoning Board Members Present: Joni Johnson, Chairperson

Thomas Kehoe

Kathleen Kumer

Mark Naumann

Zoning Board Members Absent: Sarah Balassa

Matthew Bradley

Carl Lane

Village Staff: Michael D'Onofrio, Director of Community Development

Ann Klaassen, Planning Assistant

Case No. 17-05-SU: Hubbard Woods School (1110 Chatfield Road)

Winnetka Public School District 36

Special Use Permit

Modifications of Playground

Variation by Ordinance

Front and Corner Yard Setbacks

Hubbard Woods School (1110 Chatfield Road), Case No. 17-05-SU: Winnetka Public School District 36, Special Use Permit - Modifications of Playground; Variation by Ordinance - Front and Corner Yard Setbacks

Mr. D'Onofrio read the public notice. The purpose of this hearing is to hear testimony and receive public comment regarding a request by Winnetka Public School District 36, concerning a Special Use Permit in accordance with Section 17.56.010 of the Winnetka Zoning Ordinance, to permit modifications to the playground, as well as a variation by Ordinance from Section 17.30.050 [Front and Corner Yard Setbacks] of the Winnetka Zoning Ordinance to permit play equipment that will result in a front yard setback of 9.33 ft. from Hamptondale Ave., whereas a minimum of 30 ft. is required, a variation of 20.67 ft. (68.9%).

Chairperson Johnson swore in those that would be speaking on this case.

Kathryn Talty stated that she would be presenting this request to the Board as well. She informed the Board that the request represented a similar situation to that at Greeley. She noted that they would be operating within the boundaries of the existing couple of play areas. Ms. Talty then stated that they would be making one minor modification to an area which she identified for the Board in the corner.

Ms. Talty noted that there is a paver area which covered the corner which she identified for the Board along with a couple of benches. She then stated that over time, the pavers are starting to fail. She stated that the best way to treat this area would be to incorporate it into the play space. Ms. Talty then referred to the two play areas which are to be connected which was previously pavers. She stated that meant that they would be adding a border curb in two areas she identified for the Board and removing the existing pavers. Ms. Talty stated that they would also be relocating the benches elsewhere on the site into an undetermined area and making the area wood fiber chips similar to the rest of the play area.

Ms. Talty went on to state that there is one large piece of equipment which matches the existing pieces she identified and that they planned to relocate that piece of equipment into an empty spot which she described as a missing tooth with like size play equipment which would adhere to the older children in the school. She stated that would make the existing space into a younger play area space for the younger children. Ms. Talty stated that they planned to connect the play areas with playhouses or other types of recreational equipment which would transition the younger play space to the older play space and which would allow the older and younger children to migrate in the center of the space.

Ms. Talty noted that they were mindful that there are some existing storm drains in the area which would remain. She identified the area which is entirely an asphalt play space and the lines of the track which exist. Ms. Talty then identified Hamptondale and the existing homes along with a chain link fence. She also informed the Board that they have coordinated with the neighbors and that there are a few that are very happy that these improvements are being proposed. Ms. Talty stated that the thought behind keeping the younger students together in one area makes it easier for the teachers to supervise, but also gives a cuing spot for drop-off and pickup.

Ms. Talty informed the Board that there has been some real thought into the space planning for the proposal and that Beth Carmody has worked with the staff and teachers and that they have had a lot of input. She stated that the equipment would meet everyone's hopes and expectations. Ms. Talty then referred the Board to a rendering and the color pallet and play pieces which would be manufactured by Landscape Structures, which is quality play equipment.

Beth Carmody introduced herself to the Board as the principal at Hubbard Woods. She then stated that the missing tooth was a vintage piece of equipment which was taken out last year and which was a similar sized piece of equipment. Ms. Carmody stated that unlike other schools which have the opportunity to have different play areas, they do not have that type of space at Hubbard Woods and that it is all one big area and that the proposal will help them divide it a little bit for the kindergarten children, especially with the lower equipment for them and which represented a lot of the impetus behind this plan.

Ms. Talty stated that she can provide the Board with more information with regard to the size of the lower equipment. She informed the Board that the peak to the roof of the playhouse is approximately 9 feet tall and another platform with a surround will be more like 7 feet tall. Ms. Talty stated that they would not be proposing any additional landscaping and that there is a lot of existing landscaping on the Hubbard Woods campus.

Mr. Kehoe stated that since they would be taking out some asphalt and replacing it with some woodchips, he asked if that would decrease the amount of impermeable surface.

Ms. Talty confirmed that is correct.

Mr. Kehoe asked if there has been the opportunity to do that at other locations.

Ms. Talty responded that at this point, that represented a good opportunity to do that and is the limit of their construction at this point. She also stated that may be part of a future plan and that there is going to be some water work being done on the campus and that many things are waiting until that is worked out.

Mr. Kurr informed the Board that they are working with the Village and that it is all interdependent on the storm water process and that once that happened, they would look at the hard surface.

Mr. Kehoe questioned the pickup and drop-off.

Ms. Carmody responded that when parents drop the children off, they run in that area and that there would be containment in that area.

Ms. Talty and Mr. Kurr confirmed that it would not change.

Chairperson Johnson asked if there are safety issues with regard to the playground and surface material.

Mr. Kurr stated that it would be the same type of woodchip surface and that it is within the codes of the school. He added that the depth of the woodchips is important in terms of fall safety.

Chairperson Johnson asked where is the asphalt.

Ms. Talty identified the area of asphalt to be removed.

Ms. Kumer asked if there is a requirement for woodchips beneath the equipment.

Ms. Talty responded that there is not under the playhouses and as long as there is not an elevated surface.

Mr. Kurr informed the Board that there are a couple of elements of the structure that are handicap accessible. He also stated that the fact of having one playhouse on a hard surface makes it easier.

Ms. Talty then stated that while the fiber surface is a handicap accessible surface, it would be difficult to navigate for those with mobility issues. She also stated that for those whose mobility issue is temporary such as people using crutches; this allows them the opportunity to play.

Mr. Naumann asked the applicant if they spoke to the homeowner to the west.

Ms. Talty confirmed that they did and that there are no issues.

Chairperson Johnson commented that they like it when it is visually improved.

Ms. Talty referred to the play equipment which would be most proximate to the residence which she identified for the Board. She also stated that there is an existing fence and a shrub border growing in between.

Chairperson Johnson asked if there were any other questions. No additional questions were raised by the Board at this time. She then called the matter in for discussion.

Mr. Naumann stated that the request is straightforward and it would be an improvement to the property. He also stated that there would be an improvement in at least one of the zoning variances and that they would be improving drainage a little bit. Mr. Naumann stated that other than that, he had no concerns.

Chairperson Johnson asked Mr. D'Onofrio with regard to the minimum third street front setback

Ms. Klaassen stated that is because there are three streets surrounding the property which are Hamptondale, Chatfield and Laurel, or Burr Avenue.

Mr. Kehoe noted that that this appeared to be an expansion of a nonconforming use.

Mr. D'Onofrio stated that it is not a nonconforming use but a special use which is why it is before the Board tonight.

Mr. Naumann then moved to recommend approval of the request as it relates to the Hubbard Woods' request on the special use and moved to consider the special use standards stipulated on page nos. 8 and 9 in the packet of materials which covered the six points ranging from public health and safety to the injurious impact to those in the immediate vicinity to the establishment of the special use not impeding the development and improvement in the vicinity. He also referred to the considerations for ingress and egress which minimize pedestrian and vehicular traffic congestion and that there would be adequate parking. Mr. Naumann then stated that the special use in all other respects conforms to the regulations and by referencing the adopted points making on page nos. 8 and 9.

Mr. Kehoe and Ms. Kumer seconded the motion. A vote was taken and the motion was unanimously passed.

AYES: Johnson, Kehoe, Kumer, Naumann

NAYS: None

That the establishment, maintenance, and operation of the Special Use will not be detrimental to or endanger the public health, safety, comfort, morals, or general welfare.

Last year, the Hubbard Woods playground lost equipment due to the aging process. The replacement equipment will offer smaller age appropriate pieces. This smaller equipment will give an option to younger students and neighborhood children with emerging physical skills, of an engaging place to imagine, create and play.

2. That the Special Use will not substantially injurious to the use and enjoyment of other property in the immediate vicinity which are permitted by right in the district or districts of concern, nor substantially diminish or impair property values in the immediate vicinity.

The new additions to the Hubbard Woods School playground will offer the community a place for little ones to play during off hours. Having this lovely resource near homes in the area will only enhance the appeal to property owners in that the playground will be appropriately maintained and safety measures and guidelines will be followed throughout the installation process. The current plans meet safety regulations and the structures themselves are attractive.

3. That the establishment of the Special Use will not impede the normal and orderly development or improvement of other property in the immediate vicinity for uses permitted by right in the district or districts of concern.

The playground location will not be changed, although the fiber play surface area will be slightly increased. The proposed play equipment is in keeping with the type and rough dimensions of the existing equipment but adds more diverse play challenges for a broader age and skill range. The surrounding neighborhood will not be impacted negatively nor will it be intruded upon.

4. That adequate measures have been or will be taken to provide ingress and egress in a manner which minimize pedestrian and vehicular traffic congestion in the public ways.

The installation of the new playground equipment will in no way impede the normal activities that occur around Hubbard Woods School. The pedestrian and vehicular traffic will remain unchanged by the replacement of the play equipment. Furthermore, the District will use good judgment and decision making as to when the equipment will be installed, ensuring, to the best of its ability, that traffic and sidewalks will not be obstructed for users.

5. That adequate parking, utilities, access roads, drainage, and other facilities necessary to the operation of the Special Use exits or are to be provided.

The playground project does not require changes to existing parking, roads, drainage or facilities. The District will ensure that any disruption to the neighbors due to the installation of the new equipment will be minimal. The District will provide information to the neighbors regarding the installation process.

6. That the Special Use in all other respects conforms to the applicable regulations of this and other Village ordinances and codes.

The school district is obliged to follow the safety rules and regulations stated in school code, which ensures a safe playground for children to enjoy. The District will comply with all Village regulations, ordinances and codes in this process.

Chairperson Johnson then asked for a motion on the variation for the front yard setback.

Mr. Naumann moved to recommend approval of the zoning variation to allow play equipment within the required front yard setback from Hamptondale and to incorporate the stipulations in detail as provided on page nos. 12 and 13.

Ms. Kumer seconded the motion. A vote was taken and the motion was unanimously passed.

AYES: Johnson, Kehoe, Kumer, Naumann

NAYS: None

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

The location of the playground will be the same as currently exists, with minimal changes to expand the fiber play surface. The proposed play equipment replaces the existing taller play equipment which will be relocated to an appropriate area on site. The playground is an important factor in the education of our children and must be preserved. The play equipment style is in keeping with the type and rough dimensions of the existing equipment but adds more diverse play challenges for a broader age and skill range. The surrounding neighborhood will not be impacted negatively nor will it be intruded upon.

2. The plight of the owner is due to unique circumstances. Such circumstances must be associated with the characteristics of the property in question, rather than being related to the occupants.

Due to the limitations of open space on the school campus, it is not practical or cost effective to move the playground location. In addition, the area where the playground is located is small and accented by existing landscape, including mature trees and shrubs.

3. The variation, if granted, will not alter the essential character of the locality.

The plan for the updated play equipment does not exceed the area of the current playground space. Although there will be slightly more fiber play surface space where asphalt and concrete pavers are proposed to be removed. The new proposed play pieces for the Hubbard Woods School playground are in keeping with the character of the play pieces that are being replaced. The structures chosen are aligned with the developmental abilities of a child in kindergarten. The updated playground will continue to offer the community a well maintained resource; a place where young children can play during and after school hours. We believe having this lovely resource near homes in the area enhances the appeal to property owners.

4. An adequate supply of light and air to the adjacent property will not be impaired.

The proposed playground equipment and design consists of predominantly low open structures that have a minimal effect on light or air flow. Following the safety guidelines which require the structures to be properly spaced from piece to piece provides for additional open space. In addition, the equipment is similar to the structures that are being replaced.

5. The hazard from fire and other damages to the property will not be increased.

The school district is obliged to follow the safety rules and regulations stated in school code, which ensures a safe playground for children to enjoy. The District also looks forward to working collaboratively with the Village in addressing its regulations, ordinances and codes in this process. The proposed playground is in compliance with school code safety regulations and the District will ensure it is also in compliance with safety regulations of the Village. In addition, the new equipment will be located a large distance away from any other structures and in the same area where the existing equipment is located.

6. The taxable value of the land and buildings throughout the Village will not diminish.

The new additions to the Hubbard Woods school playground will offer the community a place for little ones to play during and after school hours. We believe having this lovely resource near homes in the area enhances the appeal to property owners in that the playground will be appropriately maintained and available for community use when school is not in session. The proposed plans provide for play structures and a layout that are attractive and a benefit to the community.

7. The congestion in the public streets will not increase.

The installation of the new playground equipment will in no way impede or alter the normal activities or traffic that occurs around Hubbard Woods School. The District will use good judgment and decision making as to when the equipment will be installed ensuring, to the best of its ability, that traffic and sidewalks will not be obstructed for users.

8. The public health, safety, comfort, morals, and welfare of the inhabitants of the Village will not otherwise be impaired.

Over the past year the Hubbard Woods School playground has lost play equipment due to the aging process. This new updated play equipment will offer the school and neighborhood children an engaging place to imagine, create, climb, jump, leap and play.

TOPOGRAPHIC MAP OF PART OF HUBBARD WOODS SCHOOL

(SEE ATTACHED EXHIBIT C)

EXHIBIT D

PROJECT LOCATION PLAN

(SEE ATTACHED EXHIBIT D)

EXHIBIT E

SITE PHOTOS

(SEE ATTACHED EXHIBIT E)

EXHIBIT F

SITE PLAN

(SEE ATTACHED EXHIBIT F)

EXHIBIT G

LANDSCAPE STRUCTURE PLAN

(SEE ATTACHED EXHIBIT G)

EXHIBIT H

UNCONDITIONAL AGREEMENT AND CONSENT

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

WHEREAS, Winnetka Public School District No. 36 ("*Applicant*") is the record title owner of the property commonly known as 1110 Chatfield Road in the Village ("*Subject Property*")

WHEREAS, the Applicant desires to construct on the Subject Property certain outdoor playground improvements for use by students; and

WHEREAS, Ordinance No. M-5-2017, adopted by the Village Council on May 16, 2017 ("*Ordinance*"), grants a certain variation from the provisions of the Winnetka Zoning Ordinance and a special use permit to the Applicant to permit the construction of the playground improvements on the Subject Property and the expanded use of the Subject Property for the operation of an elementary school; and

WHEREAS, Section 9 of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until the Applicant has filed, within 60 days following the passage of the Ordinance, its unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance;

NOW, THEREFORE, the Applicant does hereby agree and covenant as follows:

1. The Applicant does hereby unconditionally agree to accept, consent to, and abide by each and all of the terms, conditions, limitations, restrictions, and provisions of the Ordinance.
2. The Applicant acknowledges that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.
3. The Applicant acknowledges and agrees that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's grant of variations and a special use permit for the Subject Property or its adoption of the Ordinance, and that the Village's approvals do not, and will not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.
4. The Applicant does hereby agree to hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with the Village's adoption of the Ordinance granting the variations and the special use permit for the Subject Property.
5. The Applicant hereby agrees to pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Agreement and Consent. These expenses will include all out-of-pocket expenses, such as attorneys' and experts' fees, and will also include the reasonable value of any services rendered by any employees of the Village.

Dated: __, 2017

ATTEST:

By: __

Its: __

WINNETKA PUBLIC SCHOOL DISTRICT NO. 36

By: __

Its: __

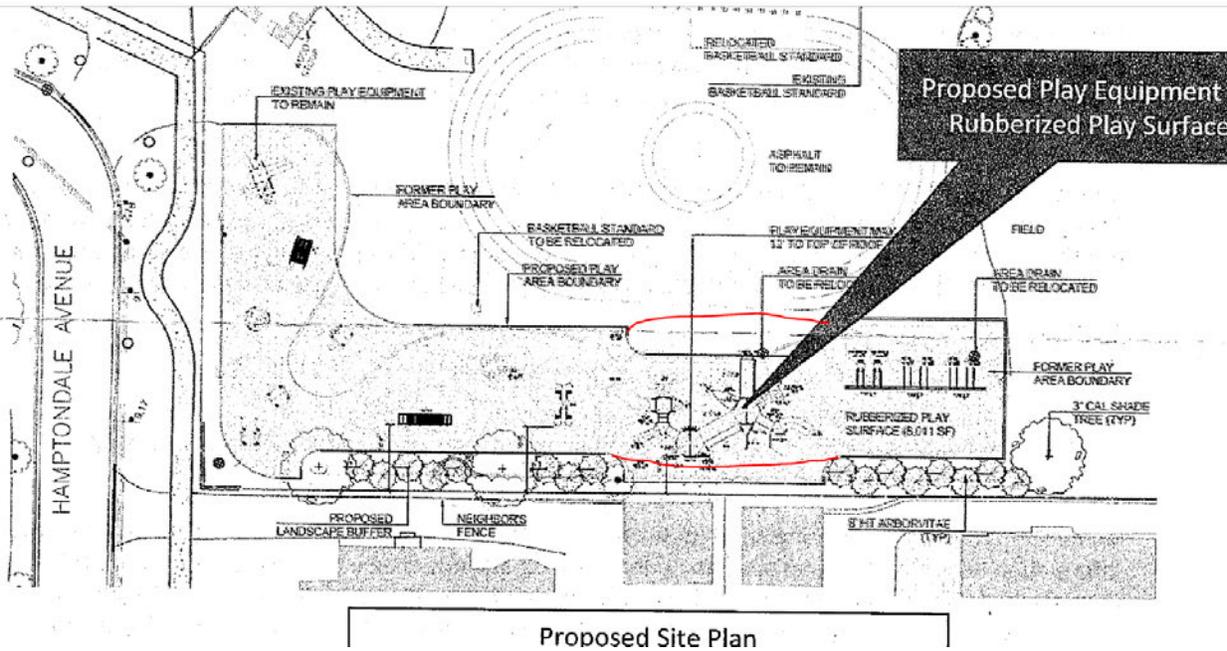
ATTACHMENT C

From: [REDACTED]
To: [Planning](#)
Subject: Hubbard Woods Elementary Proposal
Date: Wednesday, March 2, 2022 6:27:43 PM

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

My name is Chad Humphrey, live at 1138 Hamptondale and am the neighbor to the school on the North West side of the property. Thank you for this proposal and taking the neighbors into consideration. I have a question in regards to the new playground.

Does the new playground still have to be so close to our property line? If so, why? Especially one the involves a 12' structure. I see the new trees that will be planted to the North and South and would suggest they continue down the length of the fence. Or if the trees are not an option, and least push the equipment further away from the fence line. I understand the articulation design of the playground, maybe make it convex instead of concave. Thank you for your consideration.





MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: DESIGN REVIEW BOARD
FROM: CHRISTOPHER MARX, AICP, ASSOCIATE PLANNER
DATE: MARCH 11, 2022
SUBJECT: 813 OAK STREET - CERTIFICATE OF APPROPRIATENESS (CASE NO. 22-06-DR)

INTRODUCTION

On March 17, 2022, the Design Review Board (DRB) is scheduled to hold a public hearing on an application submitted by 501 Chestnut, LLC (the "Applicant"), as the owner of the property located at 813 Oak Street (the "Subject Property"). The Applicant is requesting approval of a Certificate of Appropriateness to allow the installation of a rolling fence gate that would enclose the waste refuse container and service area on the Subject Property.

PROPERTY DESCRIPTION

The Subject Property is located on the north side of Oak Street between Chestnut Street and Green Bay Road, in the Elm Street Business District. It is zoned C-2 General Retail Commercial and is not located in the Commercial Overlay District. The Subject Property contains a one-story commercial building with a commercial space that was previously occupied by *Spynergy* and is currently being converted into a restaurant. Figure 1 below identifies the Subject Property. Figures 2 through 3 at the end of this report also identify the pertinent area of the Subject Property.



Figure 1 – Subject Property – Service Area - Oak Street

CURRENT REQUEST

The Applicant is seeking approval to install a rolling fence gate for a side area of the building that is used for storing refuse containers and building utility equipment of the nearby businesses. The area is an open space on the west side of the building that contains an exit stairwell, in addition to recycling and waste receptacles for the nearby businesses. The Applicant is proposing the gate to provide a visual screen and improved security for the premises. The gate would be made of cedar wood with an iron frame and have a manual rolling gate that is 5.6 feet in height. The proposed height of the gate would match the height of the existing brick wall seen in Figures 1 through 3, which will remain.

The proposed gate would be painted a shade of gray to match other wood trim details on the Subject Property that are also painted gray. The gate would enclose the area with two panels; one measuring 7 feet, and one measuring 14 feet in length. The gate would open by rolling in a parallel orientation to the sidewalk. The gate would not encroach onto the public right-of-way at any point of being opened or closed. The Applicant has provided visuals, elevation renderings, and design specifications of the proposed gate that are available in the application materials included as 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 gate is intended to screen the building’s waste refuse container and service area from the public view while providing better security for the neighboring businesses that utilize it.

DESIGN GUIDELINES ANALYSIS

The Design Guidelines provide guidance on matters of service/loading area screening and waste refuse container/equipment screening for commercial buildings. The Guidelines state:

- 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. Additionally, the height of the screen wall should block views of said elements from pedestrians. In general, the height should be 6 to 8 feet.
- Trash/equipment screening: Dumpsters and utility equipment should be consolidated as much as possible and thoroughly screened with year round solid screening.

Excerpts of the Design Guidelines that are pertinent to the Applicant’s proposal are included as Attachment B.

SUMMARY

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

ATTACHMENTS

Attachment A: Application Materials

Attachment B: Design Guidelines Excerpt



Figure 2 – Subject Property – Street frontage along Oak Street



Figure 3 – Subject Property – Refuse collection area along Oak Street

ATTACHMENT A

Village of Winnetka
CERTIFICATE OF APPROPRIATENESS APPLICATION

VILLAGE OF WINNETKA, ILLINOIS
DEPARTMENT OF COMMUNITY DEVELOPMENT

CERTIFICATE OF APPROPRIATENESS APPLICATION

Project Address: Corner of Oak St and Chestnut Street 813 OAK

Name of Business(es): 501 Chestnut Street, LLC

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 rolling gate to enclose trash/driveway area

Please provide a detailed description of the proposed work (attach additional information such as material specifications, photographs, etc.): We have contracted with a fabricator to create a custom rolling gate comprised of iron and cedar wood (wood to be painted Gray to match other wooden trim details on property) to create both better security of the area, as well as improve the general visual aesthetics by covering back entry doors, meters, dumpsters, etc.

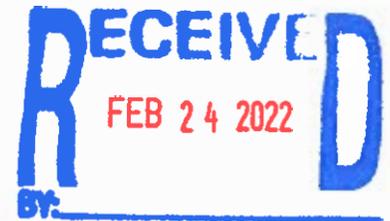
I/We hereby certify that as Owner (Lessee/Owner) of the property located at 501-507 Chestnut St/813 Oak St (address), I am/we are authorized to submit plans for alterations of the subject property. I/We agree to perform the subject work in accordance with the conditions of approval by the Winnetka Design Review Board as well as all other applicable codes, rules and regulations of the Village of Winnetka.

SIGNED _____
 PRINTED NAME(S) Jenn Epstein
 ADDRESS 825 Green Bay Road, Ste 100, Wilmette 60091
 PHONE NO. 847-512-3191
 EMAIL jepstein@hoffmanncre

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

COA2022-123

PRIMARY DESIGN FIRM	<u>Skyline Metal Fabricators</u>
CONTACT NAME	<u>Ramiro</u>
ADDRESS	<u>4959 S Kedvale Ave</u>
	<u>Chicago IL</u>
PHONE NO.	<u>773-531-4299</u>
EMAIL	<u>team@skylinemetalFab.com</u>

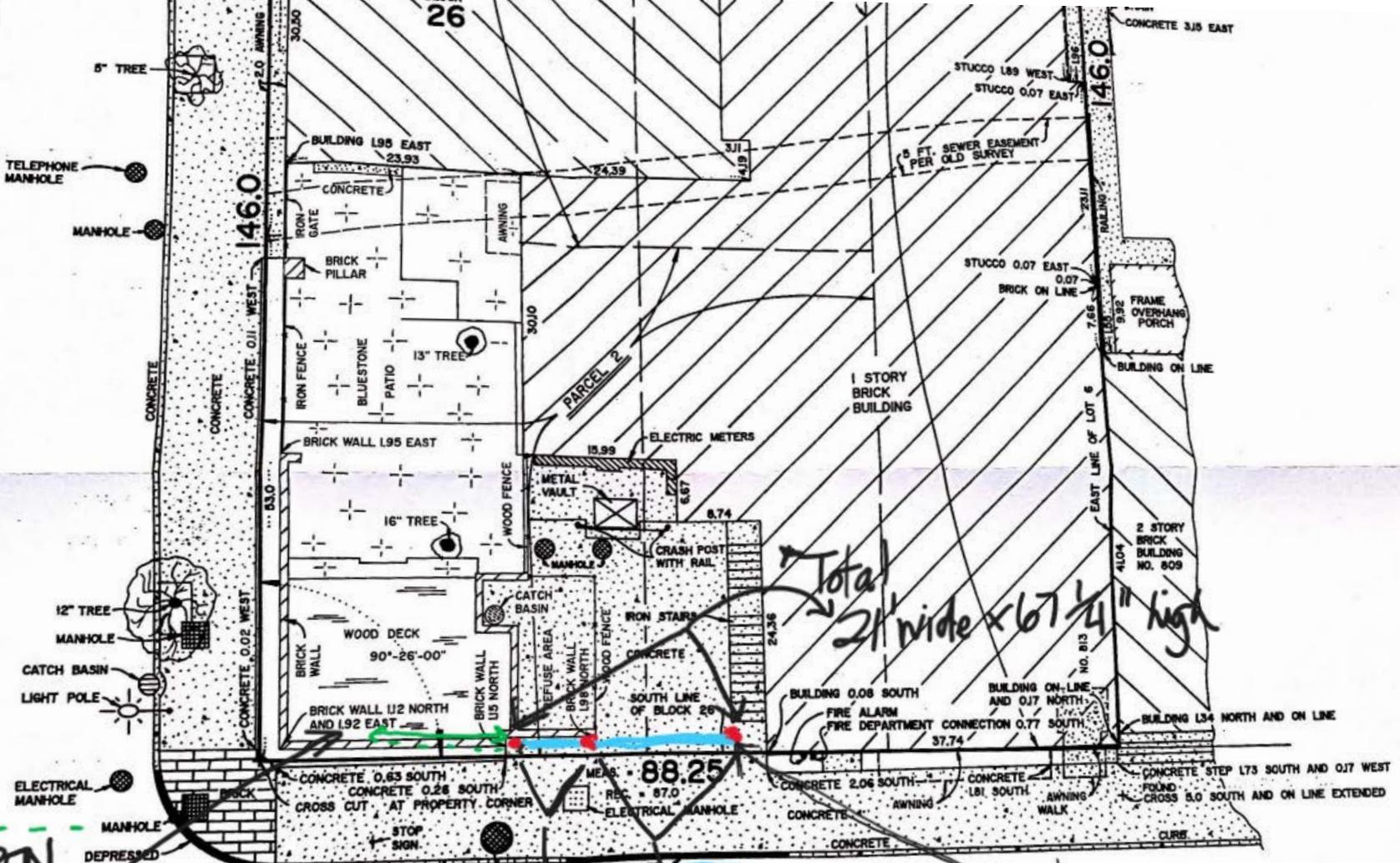


CHESTNUT

OPEN
14' mill
move in
front of existing brick wall

7' W x 67 1/4" high
OAK County weight
14' W x 67 1/4" high
Opening
4" square posts (3)

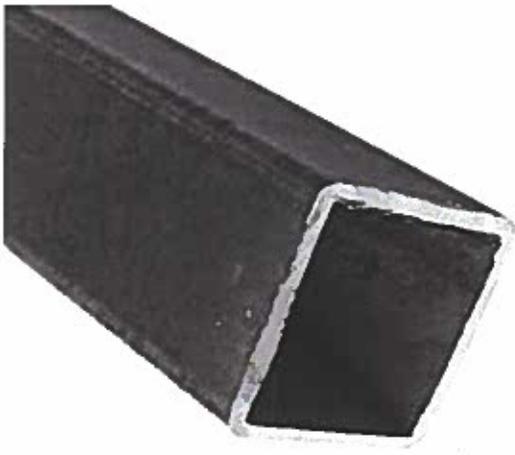
Total
21" wide x 67 1/4" high





RECEIVED
FEB 24 2022
BY _____





frame- 2" square x 11 gauge

SQUARE TUBE SIZES

- 1/2 x 1/2 x 16 ga x 24'
- 5/8 x 5/8 x 16 ga x 24'
- 3/4 x 3/4 x 16 ga x 24'
- 1 x 1 x 18 ga x 24'
- 1 x 1 x 14 ga x 24'
- 1 x 1 x 11 ga x 24'
- 1-1/4 x 1-1/4 x 14 ga x 24'
- 1-1/4 x 1-1/4 x 11 ga x 24'
- 1-1/4 x 1-1/4 x 3/16 x 24'
- 1-1/2 x 1-1/2 x 14 ga x 24'
- 1-1/2 x 1-1/2 x 13 ga x 24'
- 1-1/2 x 1-1/2 x 11 ga x 24'
- 1-1/2 x 1-1/2 x 3/16 x 24'
- 1-3/4 x 1-3/4 x 14 ga x 24'
- 1-3/4 x 1-3/4 x 11 ga x 24'
- 2 x 2 x 14 ga x 24'
- 2 x 2 x 11 ga x 24'
- 2 x 2 x 3/16 x 20'
- 2 x 2 x 3/16 x 24'
- 2 x 2 x 1/4 x 24'
- 2-1/2 x 2-1/2 x 14 ga x 24'
- 2-1/2 x 2-1/2 x 11 ga x 24'
- 2-1/2 x 2-1/2 x 3/16 x 20'
- 2-1/2 x 2-1/2 x 3/16 x 24'
- 2-1/2 x 2-1/2 x 1/4 x 24'
- 3 x 3 x 14 ga x 24'
- 3 x 3 x 11 ga x 24'
- 3 x 3 x 3/16 x 24'
- 3 x 3 x 1/4 x 24'
- 3 1/2 x 3 1/2 x 3/16 x 20' *
- 3 1/2 x 3 1/2 x 1/4 x 20'
- 4 x 4 x 14 ga x 24'
- 4 x 4 x 11 ga x 24'
- 4 x 4 x 3/16 x 24'
- 4 x 4 x 1/4 x 24'
- 4 x 4 x 3/8 x 20' *
- 5 x 5 x 11 ga x 20'
- 5 x 5 x 3/16 x 20'
- 5 x 5 x 3/16 x 24'
- 6 x 6 x 3/16 x 20'

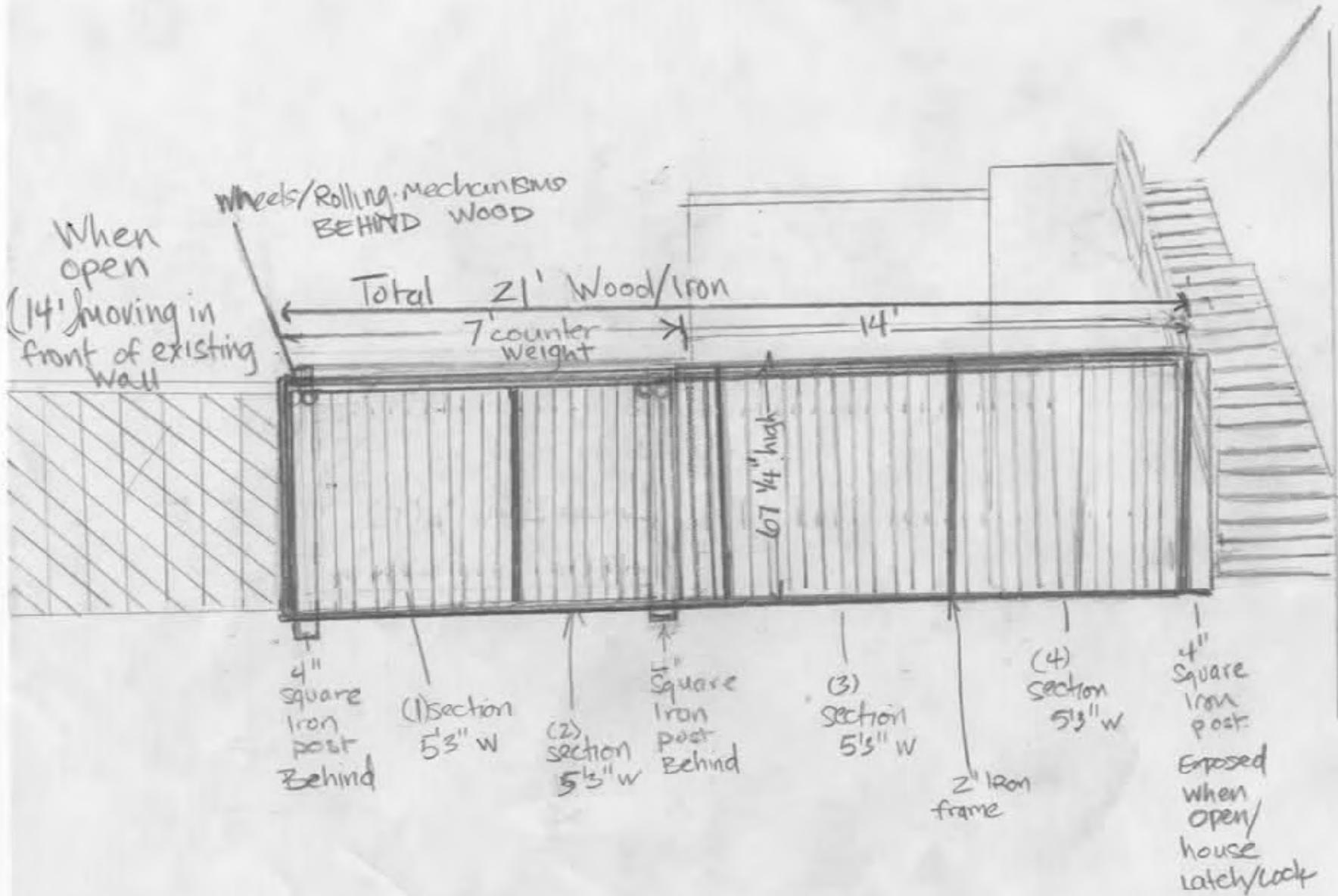
Posts- 4" square x 3/16"

RECEIVED
FEB 24 2022

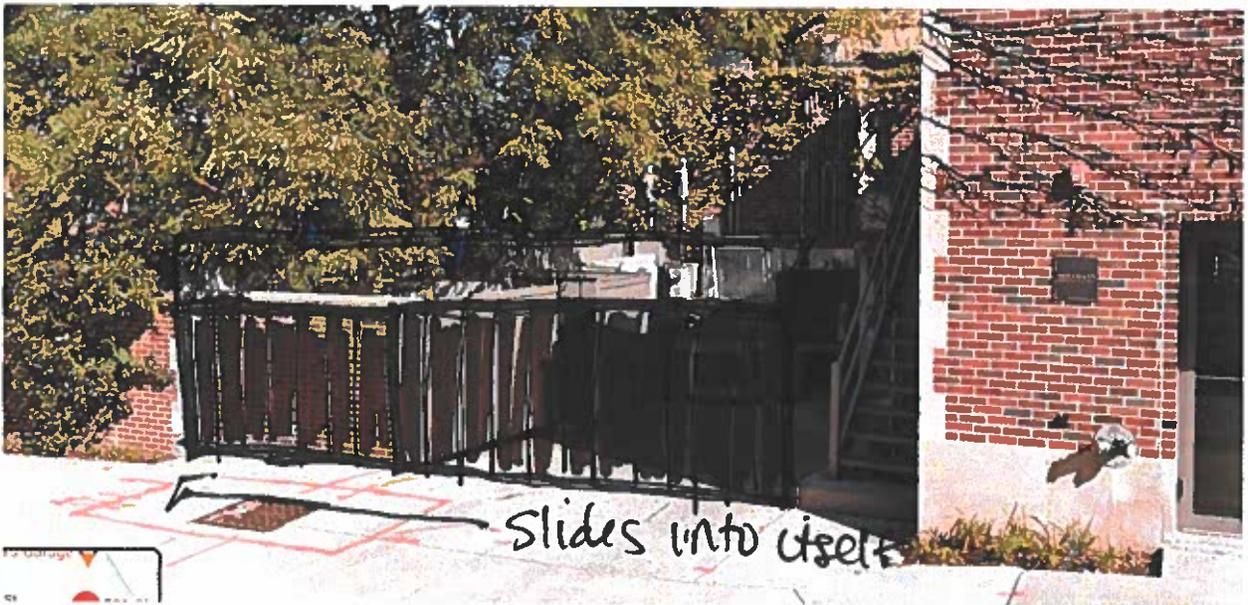


RECTANGULAR TUBE SIZES

- 1 x 1/2 x 16 ga x 20'
- 1 1/2 x 1/2 x 16 ga x 20'
- 1-1/2 x 3/4 x 14 ga x 24'
- 1 1/2 x 1 x 14 ga x 24'
- 1-1/2 x 1 x 11 ga x 24'
- 3 x 1-1/2 x 14 ga x 24'
- 3 x 1-1/2 x 11 ga x 24'
- 3 x 2 x 14 ga x 24'
- 3 x 2 x 11 ga x 24'
- 4 x 2 x 14 ga x 24'



CURRENT (2018)



*possible header if vendor highly recommends for proper function of gate to support weight.

*attached photos of examples of work

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.

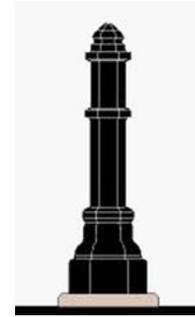
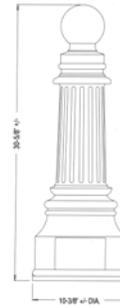
Multiple-Family Residential: Acceptable material for multiple-family structures includes modular brick, limited areas of dressed limestone, and exterior grade stucco with wood trim. Wood siding is allowed on secondary facades on upper floors only. Aluminum or vinyl siding, metals, rough/ random lannon 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

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)

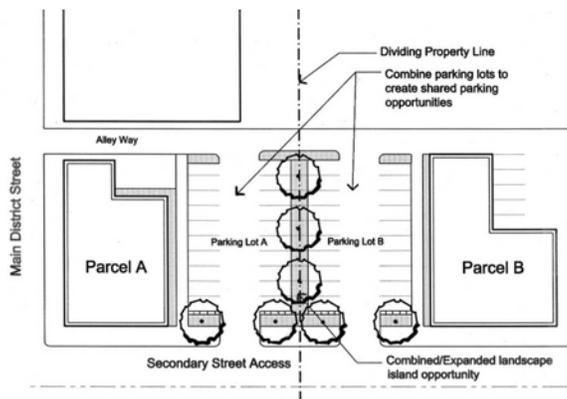


Example of a newspaper corral screen Figure 51j

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 XIId5 for more information on screening).

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

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*



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: DESIGN REVIEW BOARD
FROM: CHRISTOPHER MARX, AICP, ASSOCIATE PLANNER
DATE: MARCH 11, 2022
SUBJECT: 992 GREEN BAY ROAD - NEW COMMERCIAL BUILDING - DESIGN
REVIEW BOARD PRELIMINARY REVIEW (CASE NO. 22-08-DR)

INTRODUCTION

On March 17, 2022, the Design Review Board (DRB) is scheduled to hold a public meeting for preliminary input on a proposed development submitted by the Counseling Center of the North Shore (the "Applicant" and "Owner") of the property located at 992 Green Bay Road (the "Subject Property"). The Applicant is proposing demolition of the two existing buildings on the Subject Property and construction of a new two-story building that would accommodate their organizational functions and the retail space of the Winnetka Thrift Shop. The preliminary design of the proposed development has been submitted in advance of an application for Certificate of Appropriateness and Building Permit submissions, for purposes of preliminary input from the DRB. The Applicant intends to submit a building permit and Certificate of Appropriateness at a later date, after hearing feedback from the DRB.

A mailed notice has been sent to property owners within 250 feet of the Subject Property. As of the date of this memo, the Village has not received any comments from the public regarding this application.

PROPERTY DESCRIPTION

The Subject Property, which consists of approximately 0.17 acres (7,441 square feet), is located on the west side of Green Bay Road between Merrill Street and Scott Avenue in the Hubbard Woods Business District. It is zoned C-2 General Retail Commercial and is within the Commercial Overlay District. The Subject Property currently contains two commercial buildings: The building at the rear of the Subject Property contains the *Counseling Center of the North Shore* (CCNS) and the building along Green Bay Road contains *The Winnetka Thrift Shop*. The proposed new building would replace the two existing buildings and contain both the CCNS and the Winnetka Thrift Shop. The property also contains six off-street parking spaces in the rear that are accessible from a private alley on the south side of the Subject Property. Figures 1 and 2 on the following pages identify the Subject Property.

Neighboring properties on the block along Green Bay Road primarily contain similar physical forms with compact, low and mid-rise traditional looking buildings with mixed uses of retail stores, restaurants, service businesses, and condominiums, as found throughout Hubbard Woods. On the block to the west of the Subject Property are single family homes.



Figure 1 – Aerial Map



Figure 2 – Subject Property – Winnetka Thrift Shop - Looking Northwest

The Land Use Map of the 2020 Comprehensive Plan designates the Subject Property as appropriate for “Mixed Use” land use, which the property currently fulfills. The Land Use Plan Map designates the properties to the north, south, and east as appropriate for “Mixed Use” and the properties to the west as appropriate for “Single Family Residential” (see Figure 3). As noted previously, the Subject Property is

zoned C-2 General Retail Commercial, and it is bordered by C-2 General Retail Commercial to the north, south, and east, and R-5 Single Family Residential to the west (see Figure 4).

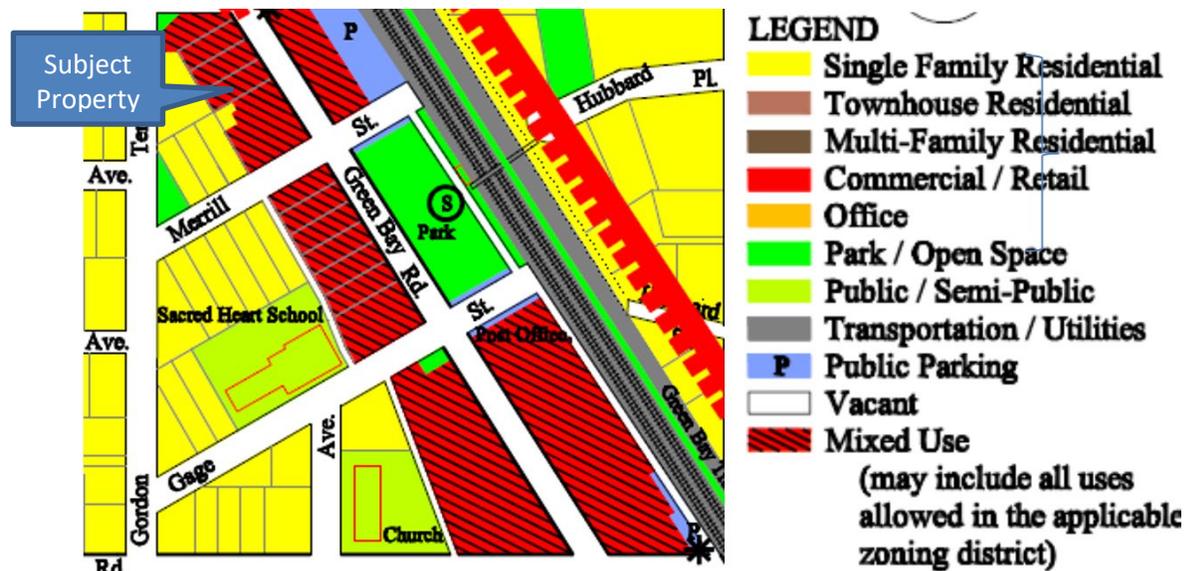


Figure 3 – Comprehensive Plan Land Use Map

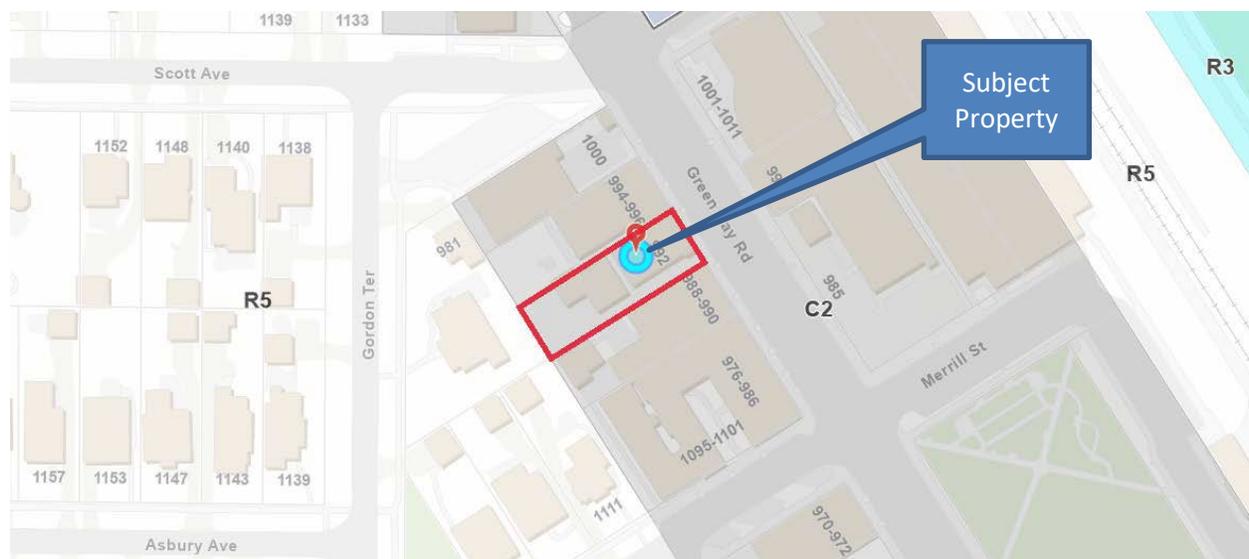


Figure 4 – Zoning Map

The existing and proposed uses of a nonprofit medical office and a resale shop are consistent with the property’s zoning and future land use designation. The proposed building would be consistent with the other mixed-used and commercial buildings that have traditionally comprised the Green Bay Road corridor in the Hubbard Woods Business District. With the property located within the Commercial Overlay District, there is a preference that the property’s first floor and front 50 feet of floor space have a retail or restaurant component.

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.

PROPOSED PLAN

The Applicant is proposing to demolish the two existing buildings and replace them with a new structure that better accommodates their organization's counseling services and the operations of the Winnetka Thrift Shop. The new building would create additional floor space while being more efficient and modern than the existing facilities. The new building's footprint and massing would be towards the street frontage in unison with the neighboring buildings while maintaining the south setback for the private alley and driveway.

The proposed building would have a white stucco exterior "shell" appearance with a second floor that unevenly cantilevers over the south and east facades to create an effect of split massing. Towards the front, a natural wood exterior with generously wide-reaching windows on the first and second floors would protrude out from the white shell. The front façade would be non-linear and slightly jagged with a recessed doorway entrance to add to the non-traditional mold of the building in relation to its neighbors. The second floor would feature a continuation of the front window wall with a sudden discontinuation that's presented with the white stucco shell on the rest of the second floor. The space creates a sort of opaque canvas on the upper left elevation of the street frontage that allows for signage and a pause of the front façade's glazing pattern. The white shell continues to wrap around the building's south façade while providing pockets of the wood frame window pattern from the front facade on the second story and a continuous white wall on the first story. While the new building would be an increase in height, it's intended to remain at two stories and not exceed the density of the other buildings in the district. Overall, the new building is intended to convey a contemporary design and modern aesthetic that is visually bold and distinctive to the surrounding neighborhood.



Figure 5 – Subject Property – Rendering of East Elevation - Green Bay Road

The interior of the building would accommodate CCNS on the upper floor and the thrift shop on the first floor. The first floor would be approximately 3,680 square feet, the majority of which would be for the Winnetka Thrift Shop sales floor and processing center, and additional space for the front entrance, elevator, stairway, bathroom, and rear utility area. The second floor would house the CCNS operations

with about the same amount of floor area for offices and meeting rooms. The rear of the property would provide seven off-street parking spaces and a loading area that would be accessible from the private alley on the south side of the property.

An excerpt of the preliminary site plan, floor plans, and renderings of the proposed building are provided below and on the following page. The complete preliminary submittal is included in this report as Attachment B.

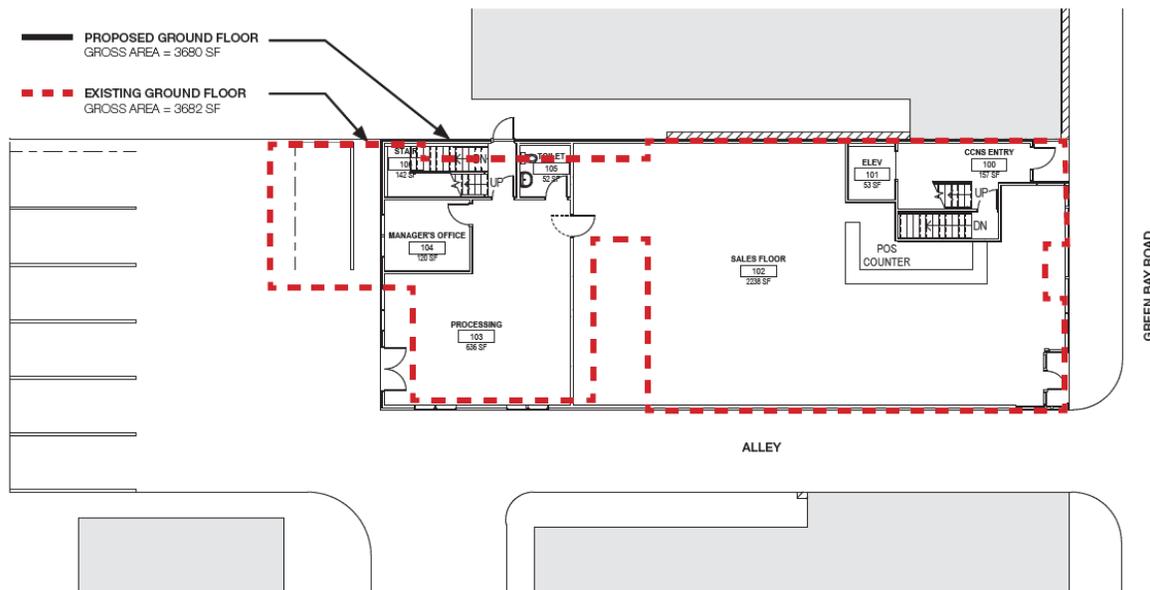
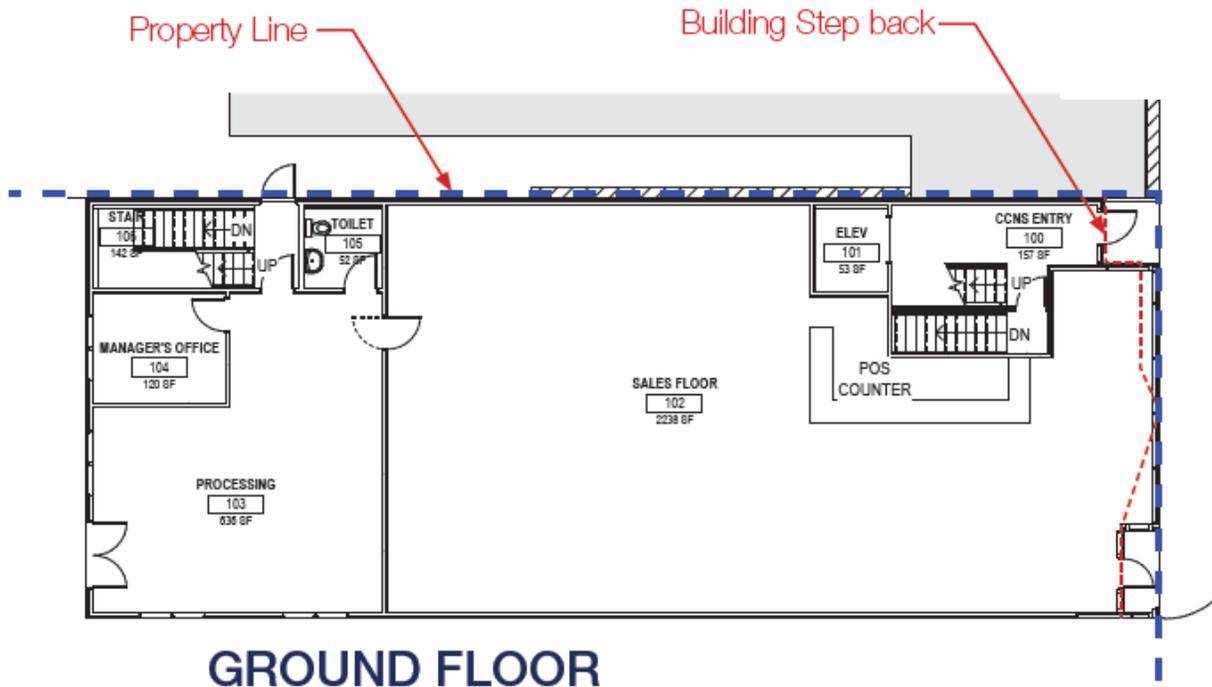
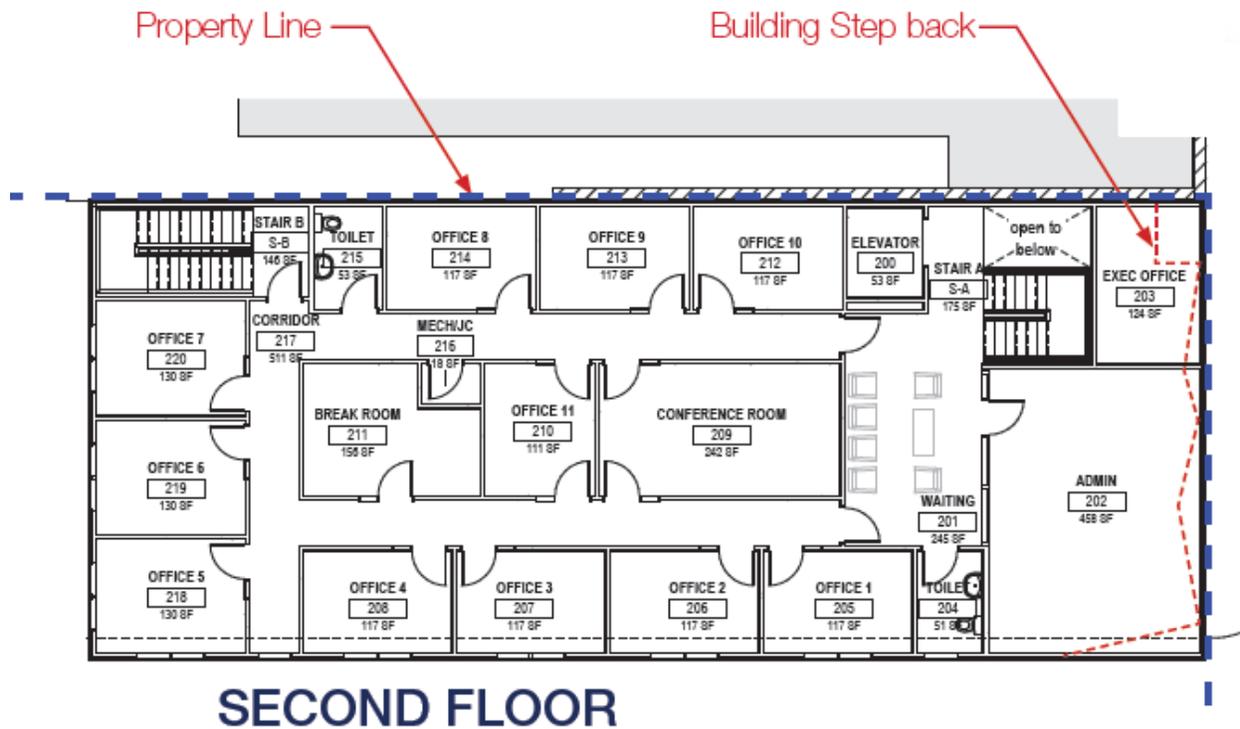


Figure 6 – Site Plan



GROUND FLOOR

Figure 7 – Proposed Ground Floor Plan



SECOND FLOOR

Figure 8 – Proposed Second Floor Plan



Figure 9 – Subject Property – Rendering of Street View Looking South

The Applicant describes the proposed architectural design as “a sculptural expression that celebrates the mission of the Center and Thrift shop and allows it to have a bold presence along the street.”

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 materials received to date, at least two items of zoning relief would be needed to allow the proposed development on the Subject Property: 1) Special Use Permit for the at-grade parking spaces in the rear of the property; and (2) Special Use Permit to allow the resale shop and secondhand store in the C-2 Commercial Overlay District.

CONSIDERATION BY OTHER ADVISORY BOARDS/COMMISSIONS

The Applicant is in the process of preparing to submit applications for zoning relief in addition to the other required approvals for the project. Once an application is received and the plans are reviewed by staff for completeness, public hearings will be scheduled for the Plan Commission and Zoning Board of Appeals to consider the requested zoning relief. Mailed notices of the Plan Commission and Zoning Board of Appeals meetings will be sent to property owners within 250 feet of the Subject Property.

The Applicant is also required to submit a demolition application for the existing buildings on the Subject Property. The Landmark Preservation Commission (LPC) will consider the demolition application once the application is submitted. A mailed notice of the LPC meeting will be sent to property owners within 250 feet of the Subject Property. The Village Council will consider the zoning relief and the certificate of appropriateness once the LPC has conducted its review of the demolition application.

CERTIFICATE OF APPROPRIATENESS CONSIDERATIONS

While the Applicant has not yet submitted for a Certificate of Appropriateness, the Design Review Board may consider the four (4) factors as established by the Village Code in any provided input for a future application submission. The four factors in granting a Certificate of Appropriateness include:

- (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.

Once a Certificate of Appropriateness is submitted by the Applicant, the Board will need to determine if the proposed building and its design comply with the above standards. An excerpt of the Village Design Guidelines is included as Attachment C, highlighting standards which may apply to multi-use buildings in the commercial districts.

DESIGN GUIDELINES

The Village's Design Guidelines provide direction for the style and form of new multi-use buildings in the commercial districts. The Guidelines state that the Hubbard Woods district is a pedestrian oriented district with small building scale that provides an intimate feel and buildings that are architecturally consistent and compelling for pedestrians. The Guidelines state:

- Regarding **massing**, mixed-use buildings should align with adjacent buildings for minimal setbacks and create a continuous "streetwall."
- Regarding **height**, buildings should be limited to two or three stories that create transition or consistency of height in the surrounding neighborhood.
- Regarding **roof forms**, pitched shingle roofs with visible cross cables and eave lines are preferred.
- For **proportion and scale**, mixed use buildings should provide a vertical rhythm with distinguishment of upper floors and a horizontal rhythm with continuous harmony of the adjacent street facades.
- For **fenestration and glazing**, frequent use of windows and openings is suggested to encourage transparency of buildings.
- Regarding **materials**, the general use of natural masonry materials and modular brick for external facades, with wood accents and trim are encouraged
- For all **elements of the building façade**, colors that are sympathetic to the overall building color palette and adjacent buildings are encouraged.

An excerpt of the pertinent parts of the Design Guidelines are included as Attachment B.

RECOMMENDATION

The Applicant requests comments from the Design Review Board on the design of the proposed development. The Applicant hopes to gain insight and information on the design aspects of the project that would provide a pathway to approval for a future Certificate of Appropriateness application, which would be submitted by the Applicant for consideration by the DRB at future meeting.

ATTACHMENTS

Attachment A: Applicant Submittal for Preliminary Review

Attachment B: Design Guidelines Excerpt

Concept Review

Village of Winnetka
Design Review Board
March 17, 2022



Background

The Counseling Center of the North Shore (CCNS) is a 501(c)(3) non-profit mental health center. Formerly known as Family Service Winnetka-Northfield, the organization dates back to 1893, when it was founded as the Winnetka Relief League. CCNS operates and receives funding from the Winnetka Thrift Shop.

In the 1970s, the organization purchased the 992 Green Bay Rd and 992½ Green Bay Rd buildings. The Winnetka Thrift Shop occupies the 992 Green Bay Rd building, and the counseling center is in the two-story 992½ building, just behind the thrift shop.

Due to the growth of the CCNS counseling services and the thrift shop operations, the two buildings (circa 1920) no longer meet the organization's space and operational needs. In addition, the buildings are expensive to maintain, energy inefficient, and have no significant architectural value.

Project Goal

The project goal was to design a building on the current site that would meet the operational needs for the foreseeable future of both the CCNS counseling center and Winnetka Thrift Shop, while enhancing the character of the North Hubbard Woods area.





990 Green Bay Rd



992 Green Bay Rd
CCNS and Winnetka Thrift Shop



996 Green Bay Rd



1005 Green Bay Rd



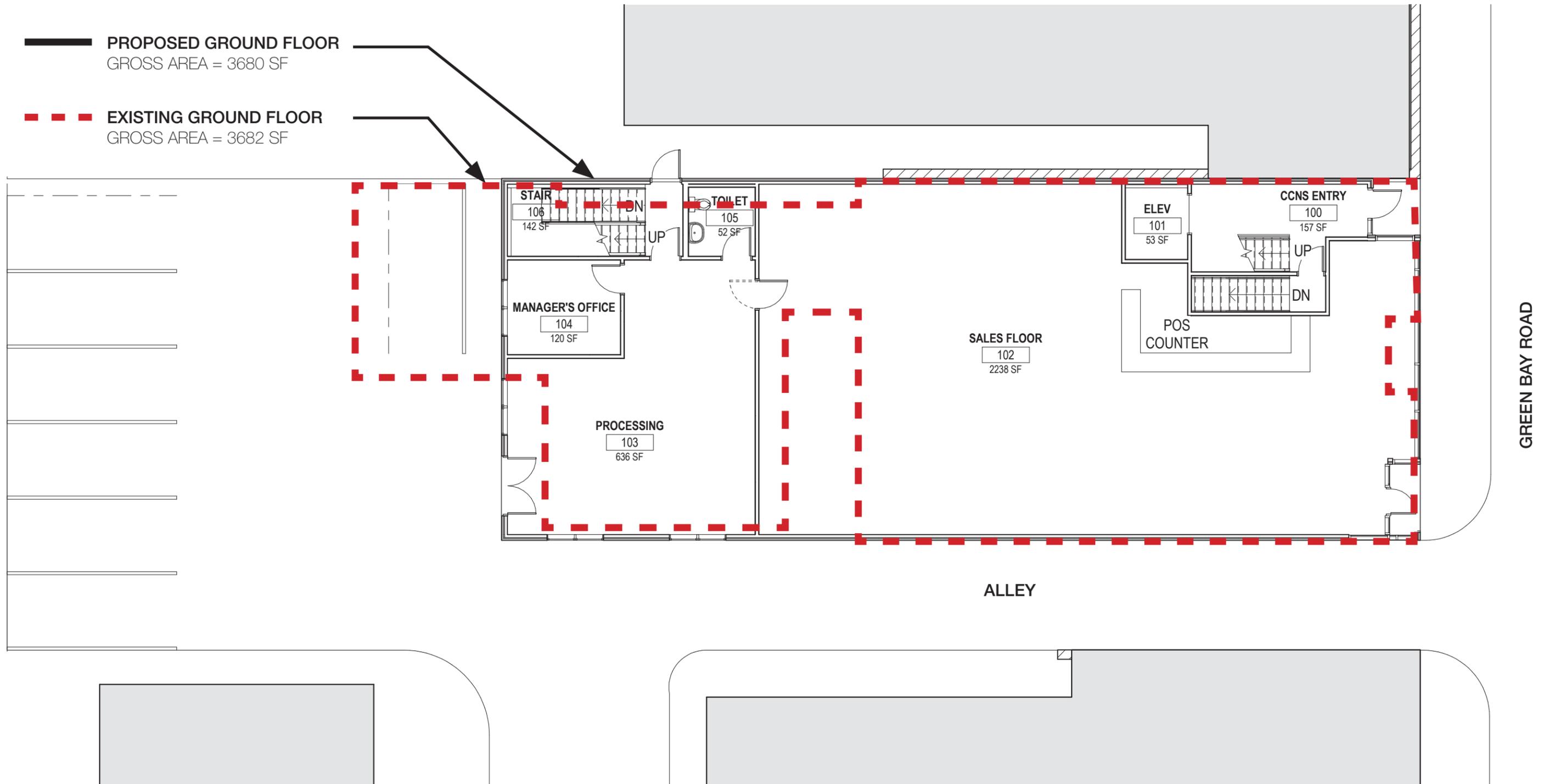
999 Green Bay Rd



985 Green Bay Rd

PROPOSED GROUND FLOOR
GROSS AREA = 3680 SF

EXISTING GROUND FLOOR
GROSS AREA = 3682 SF

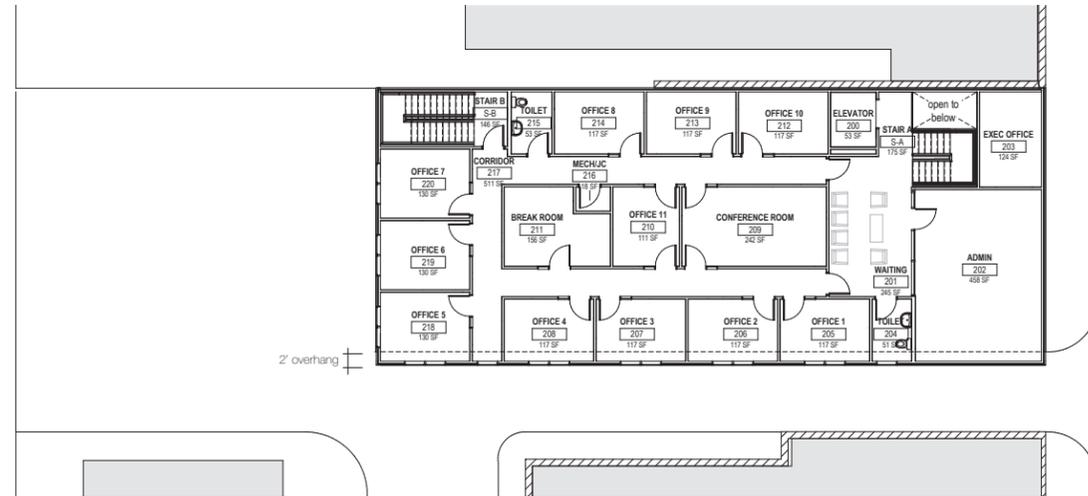


GROUND FLOOR

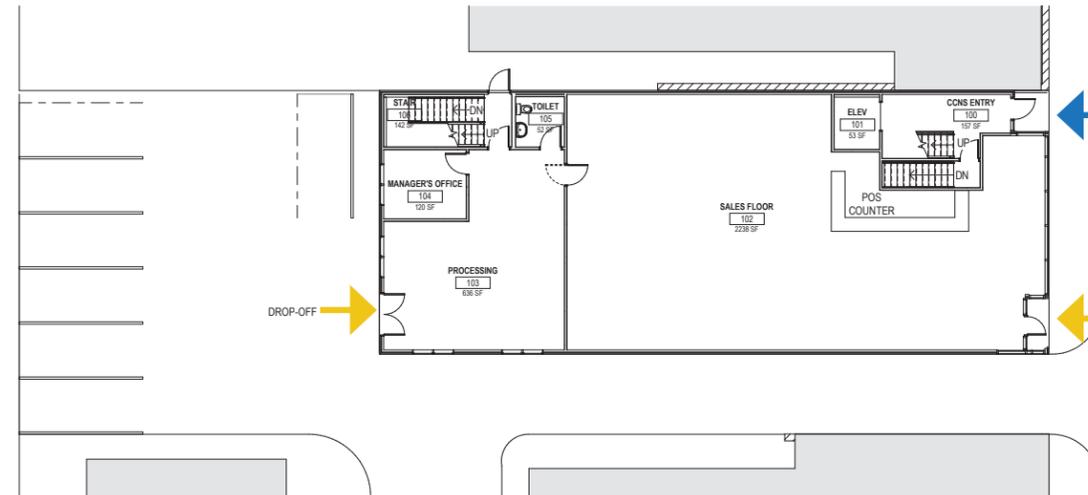


TOTAL PROPOSED BUILDING
GROSS AREA = 11,040 SF

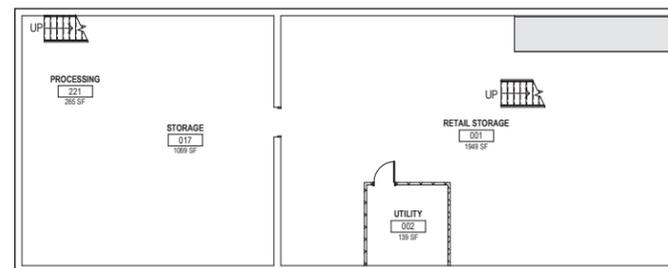
TOTAL EXISTING BUILDING
GROSS AREA = 7,274 SF



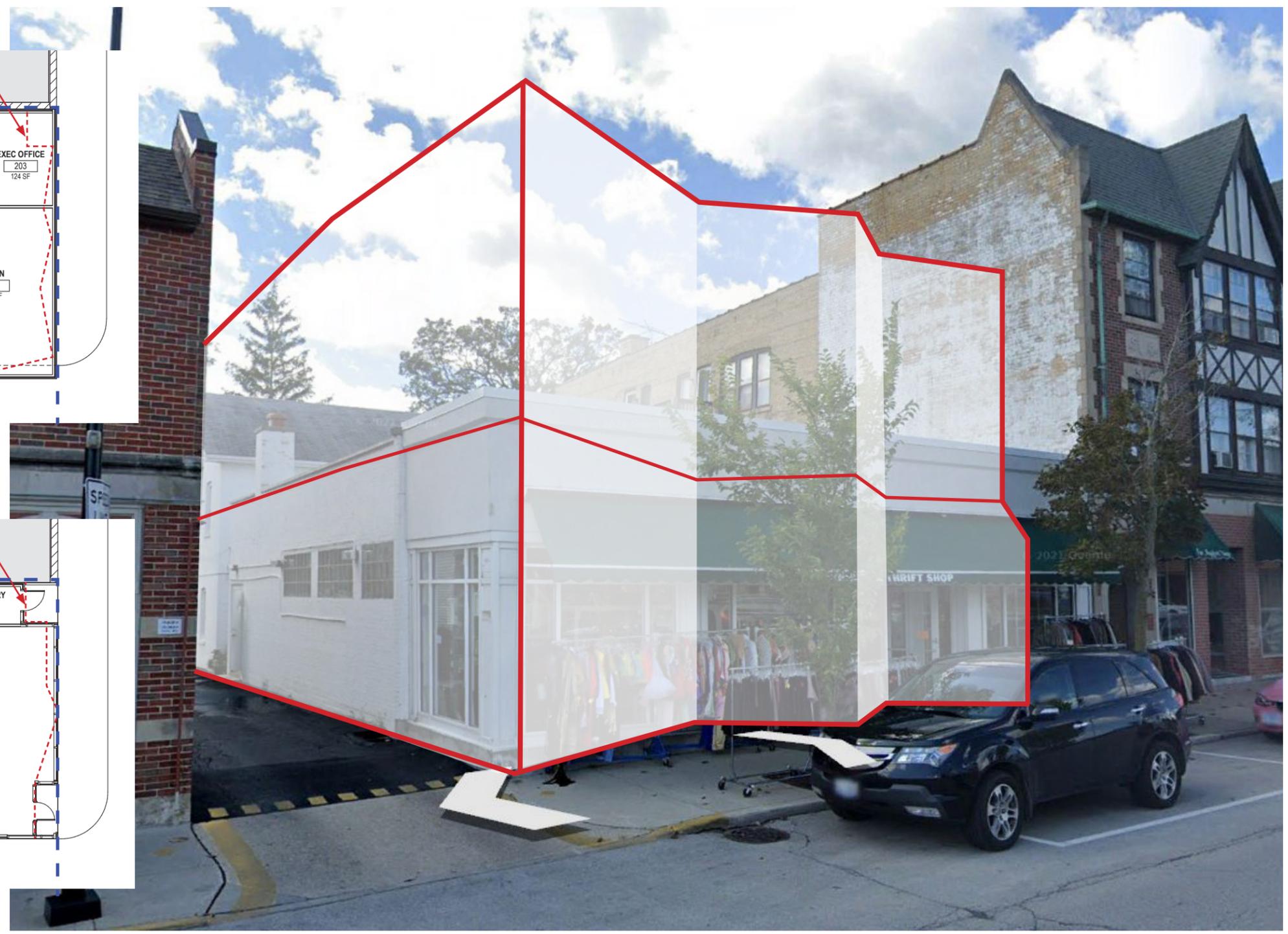
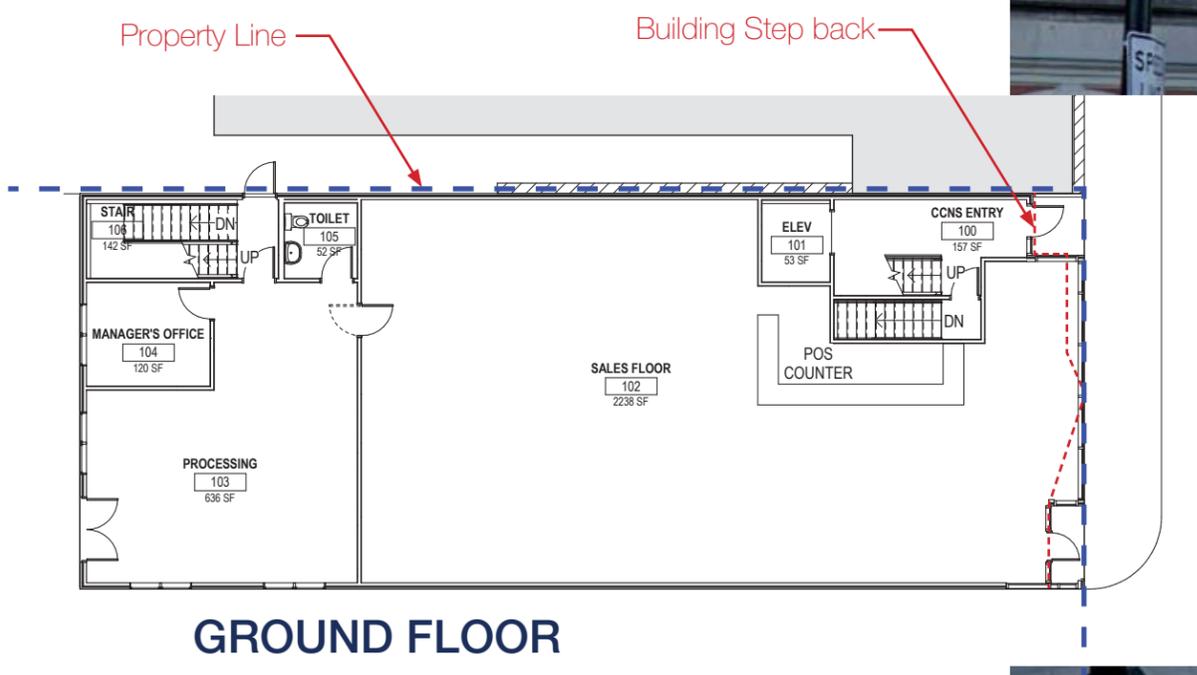
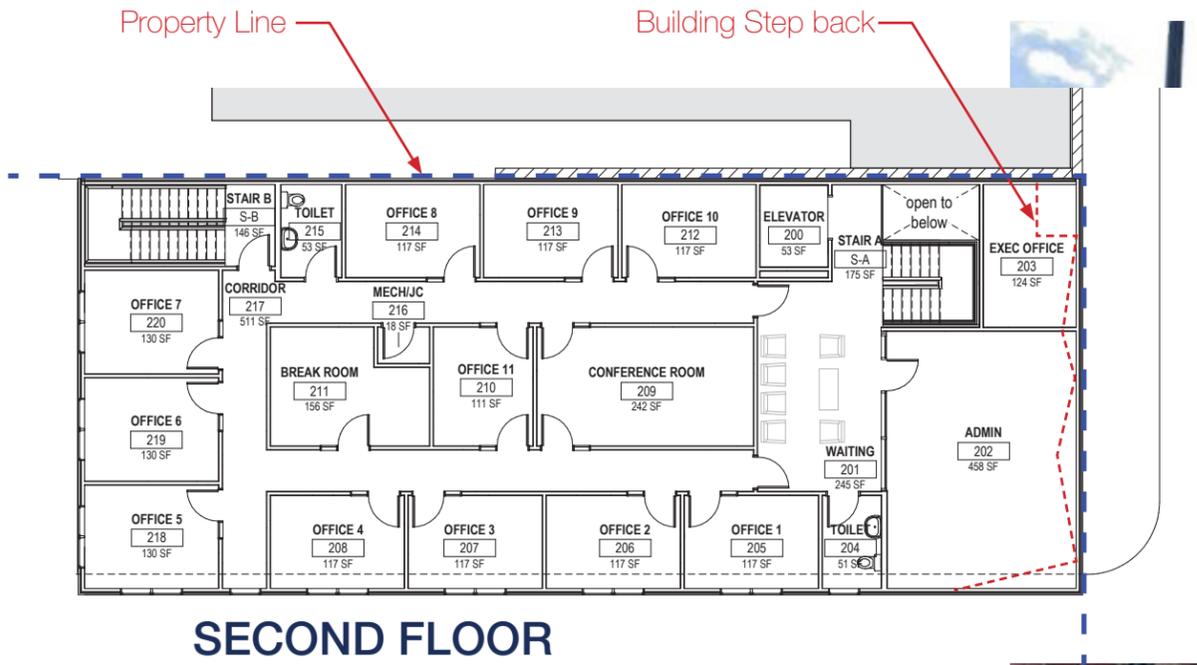
Second Floor - Counseling Center



Ground Floor - Winnetka Thrift Shop



Basement - Shop Storage



WINNETKA DESIGN GUIDELINES:
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

DESIGN IDEAS: The sculptural expression celebrates the mission of the Center and Thrift shop and allows it to have a bold presence along the street. The retail bay window is celebrated in form at the second floor. The variety of roof forms, the detailing and the materials anchor the building to its context yet be distinguished from its neighbor. The form expresses the integration of the shop and CCNS by continuing the Level 1 window wall up to Level 2. The window wall nestles into the white building form.



STREET VIEW LOOKING NORTH



VIEW FROM GREEN BAY ROAD



STREET VIEW LOOKING SOUTH



990 Green Bay Rd



992 Green Bay Rd
Proposed CCNS and Winnetka Thrift Shop



996 Green Bay Rd



1005 Green Bay Rd



999 Green Bay Rd



985 Green Bay Rd



Village of Winnetka, Illinois

The pedestrian-oriented feel of the district is created in a variety of ways. First, the buildings have significant architectural consistency and scale that create an inviting outdoor “room” for pedestrians. Storefronts contain large retail windows and attractive displays, which encourage strolling and window shopping. Sidewalks provide ample room for pedestrian flow and streetscape features including furniture and landscaping. (See figures 1,2,3)



Figure 3

Parking is located in several public parking lots and on the street. Loading, servicing and additional parking generally occur in rear alley locations.

Hubbard Woods

The Hubbard Woods Business District is a linear business district built on both sides of a regional arterial roadway, Green Bay Road. It has a smaller building scale than the East/West Elm Street District, giving it a more intimate feel despite heavier traffic conditions. As with the Elm Street District, the Hubbard Woods District has a pedestrian-oriented, neighborhood retail character. The buildings exhibit architectural consistency, scale and storefront displays that encourage strolling and window shopping. A significant number of multiple-family residential units are located on the upper floors of the retail stores. (See figures 4,5,6)

In general, parking is provided on the streets, in alleys behind buildings and in small public lots including a two-level parking structure adjacent to the railroad tracks. Loading and servicing occur in rear alley locations.



Figure 4

Hubbard Woods Park and its Gazebo are actively used and provide a major Village gathering area.



Figure 5



Figure 6

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)

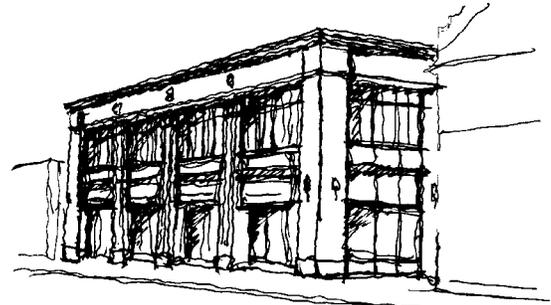


Figure 17 Art Deco

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.

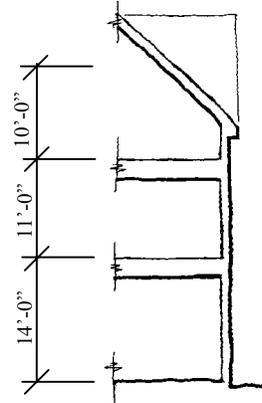


Figure 20

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.

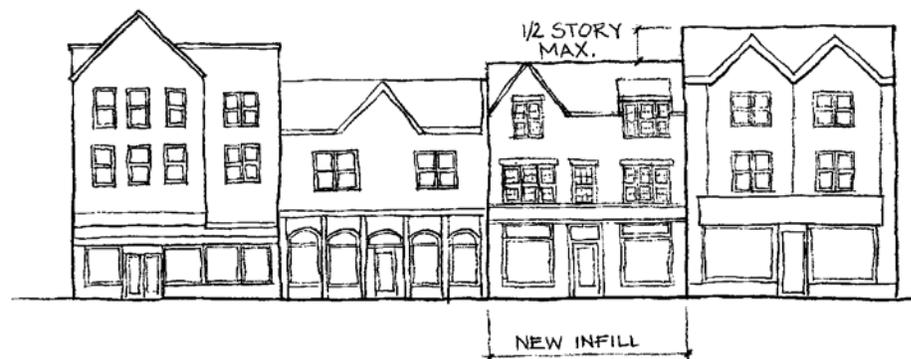


Figure 21

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 VIb.

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)

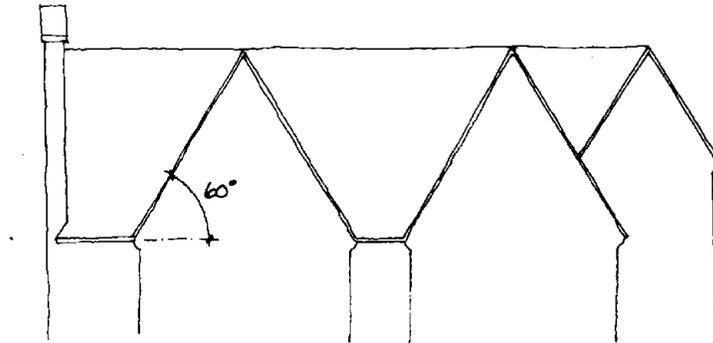


Figure 22

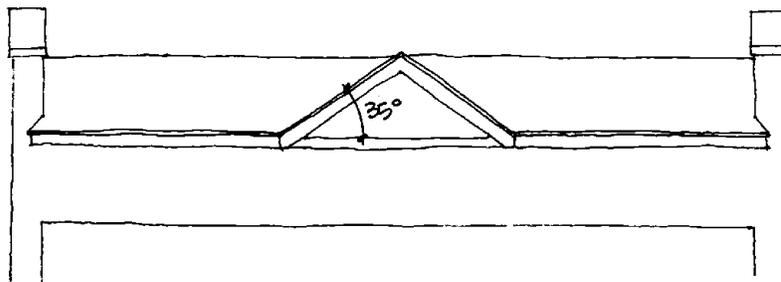


Figure 23

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)

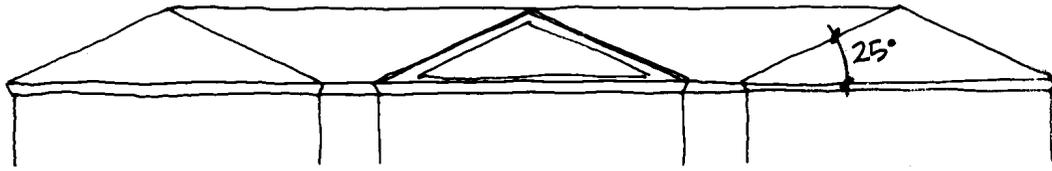


Figure 24

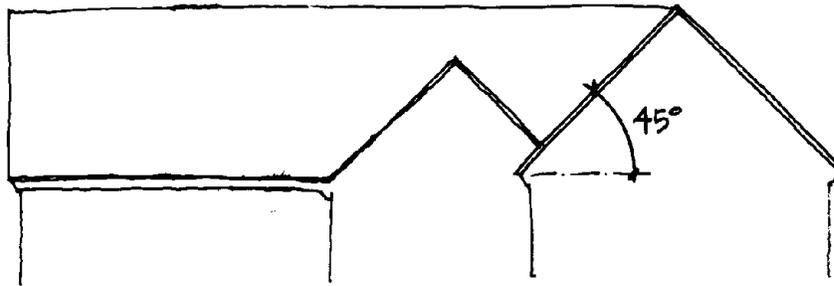


Figure 25

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 21st 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 façade 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.

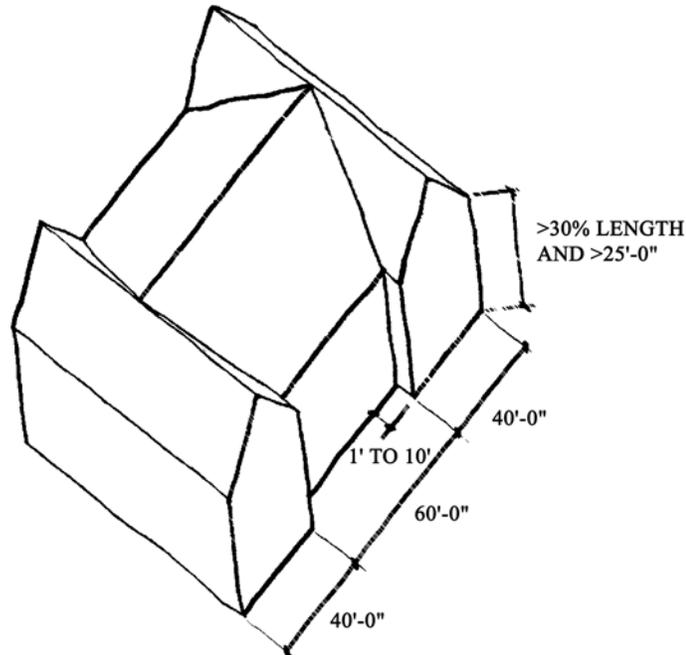


Figure 27

- 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 façade: 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 façade 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)

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.

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

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.



Figure 47

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 48



Figure 49



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: DESIGN REVIEW BOARD
FROM: DAVID SCHOON, DIRECTOR
DATE: MARCH 10, 2022
SUBJECT: WINDOW SIGN REGULATIONS & DESIGN GUIDELINES

At the March 17, 2022, Design Review Board meeting, the Board will have a study session to review the Village's current window sign code requirements and design guidelines. We would like to discuss with the Board if there are any changes the Village should consider to our sign code regulations and guidelines.

As some Board members may remember, in early 2020, the Board considered a sign permit and variation application for Bliss salon for window signs it had installed without a permit. The signs that were installed exceeded the maximum allowed window sign area thus also requiring a sign variation. At that time, the Board seem reluctant to grant the variations; however, given the impacts of pandemic on this and other businesses, the Board deferred consideration of the request to this year. At that time, staff informed the Board that a couple of other businesses had also installed windows signs without a permit, and that those businesses would be before the Board for approval in 2020. Given the pandemic, the Board also requested that consideration of those signs be deferred to 2021.

Since that time, staff has discovered a few other businesses that have installed signs without a permit, some of which appear to be compliant, while others do not. Prior to us reaching out to those business to discuss compliance, we first want to review the Village window sign requirements and guidelines to see if the Board would find it appropriate to amend our codes and guidelines.

Attached is a document summarizing the Village's window sign requirements and guidelines, images of approved window signs, and potential code amendments based upon ideas from other communities (Attachment A). Also attached is a copy of the Village's sign regulations as well as a copy of excerpts from the Village's Design Guidelines related to signs (Attachment B). We will review this material with the Board at the March meeting. Also, at the March meeting we will share images of other window signs that have been installed without a permit.

ATTACHMENTS

- Attachment A Summary of Village Wall Sign Regulations and Guidelines with Images of Recently Approved Window Signs
- Attachment B A Copy of the Village Sign Regulations and Excerpts form the Village Design Guidelines



VILLAGE OF WINNETKA

WINDOW SIGN REGULATIONS & GUIDELINES REVIEW

Community Development Department





WHAT IS A WINDOW SIGN?

2

"Window sign" means a sign, picture, symbol, or combination, applied or attached to the *exterior or interior* of a window, or located *within five feet of the interior side of a window* and displayed so that it is visible from the exterior of the window.

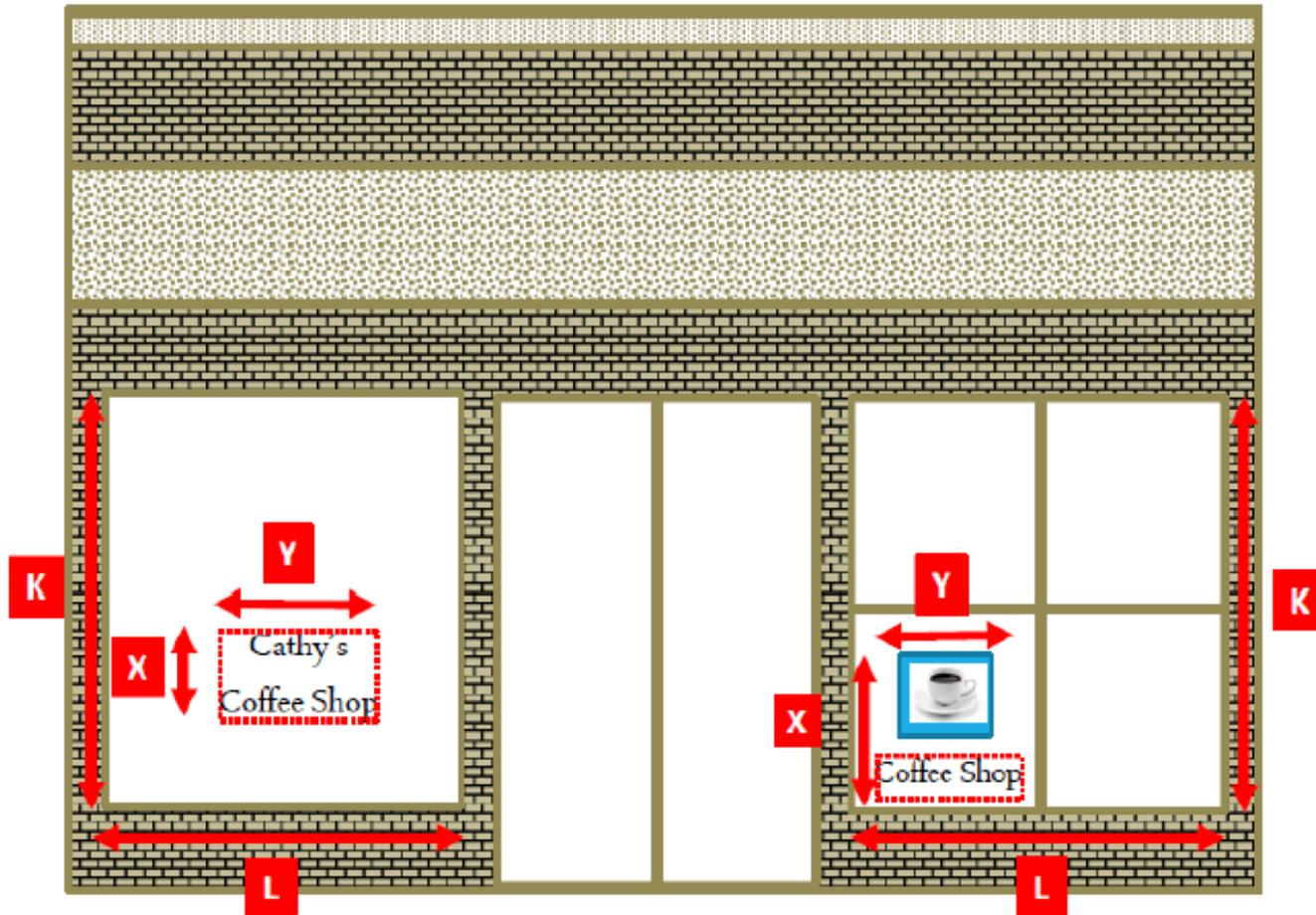
For purposes of this code, displayed merchandise or products shall not be considered a window sign.

Winnetka Sign Code Definition





WINDOW SIGN – SIGN CODE REQUIREMENTS



- May occupy no more than 10% of a window opening
$$\text{Sign Area/Window Area} = (X * Y) \div (K * L) \leq 10\%$$
- Shall not exceed 70 sf in area
- Internally illuminated signs are prohibited.





WINDOW SIGN – SIGN CODE INTERPRETATIONS



- A window sign may occupy no more than 50% of a doorway's glass area.
- Single windowpane/single section of window includes total window area between masonry columns or other building structural elements.





SIGN DESIGN GUIDELINES – GENERAL FOR ALL SIGNS



- Colors
 - Must harmonize with building.
 - Background colors limited to earth tones and primary colors (pastel, neon & secondary colors not allowed)
- Materials
 - Preferred materials – metal, plaque, brushed bronze, antique bronze, aluminum, stainless steel and painted cast iron.
 - Materials not permitted – high reflective metallic





SIGN DESIGN GUIDELINES – GENERAL FOR ALL SIGNS

- Lighting
 - Should be lit by marquee or spot lighting (independent source)
 - Source of lighting not visible from street, sidewalk or dwelling.
 - Industrial fixture not permitted





SIGN DESIGN GUIDELINES – WINDOW SPECIFIC



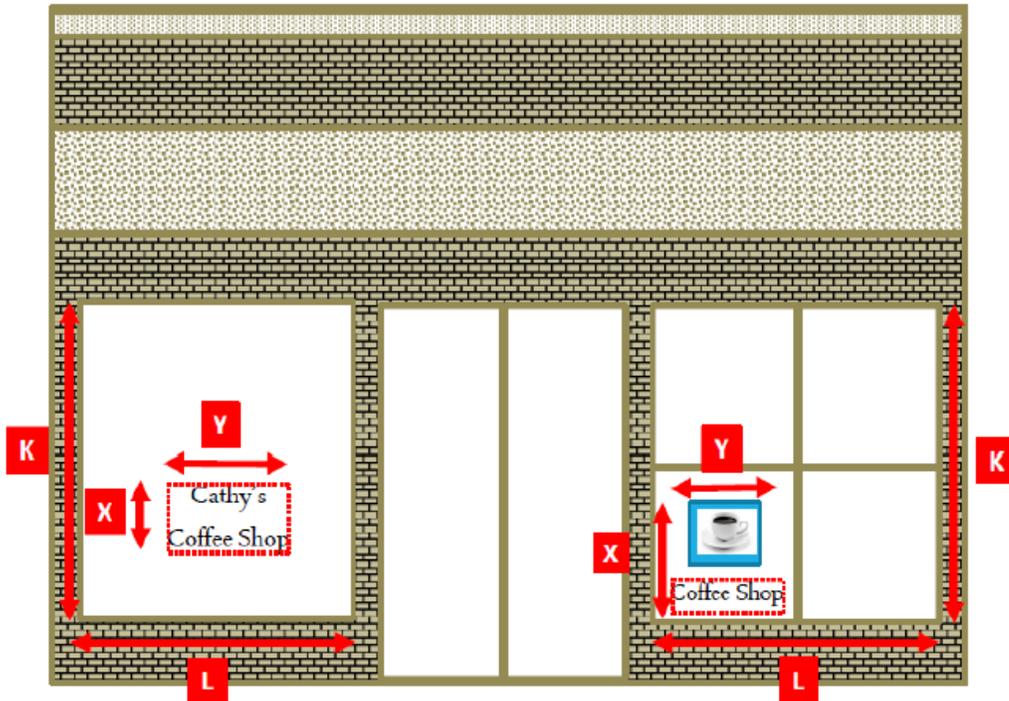
- Floating Signs
 - Behind glass at transom or sill of the store front.
 - Lit from separate source
- Decal Signs
 - Painted or vinyl letters and numbers.
 - Within transom or lower section of storefront window so as not to interfere with merchandising
 - 50% of transom area
 - 10% of window area
 - Text size
 - Store hours – 2"
 - All Other - 6"





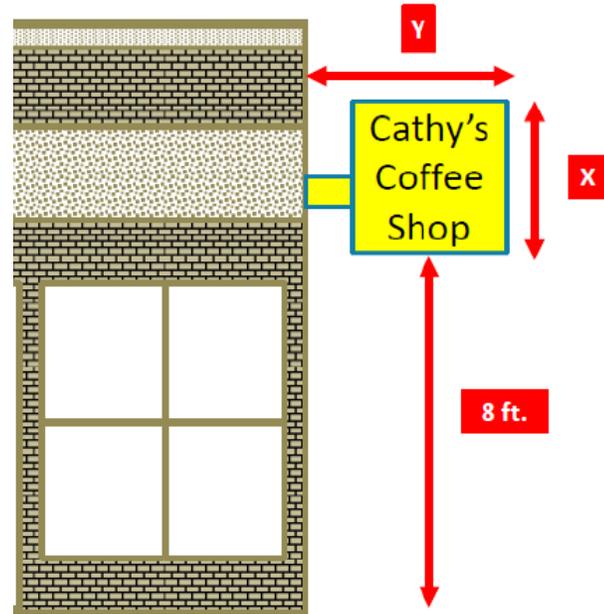
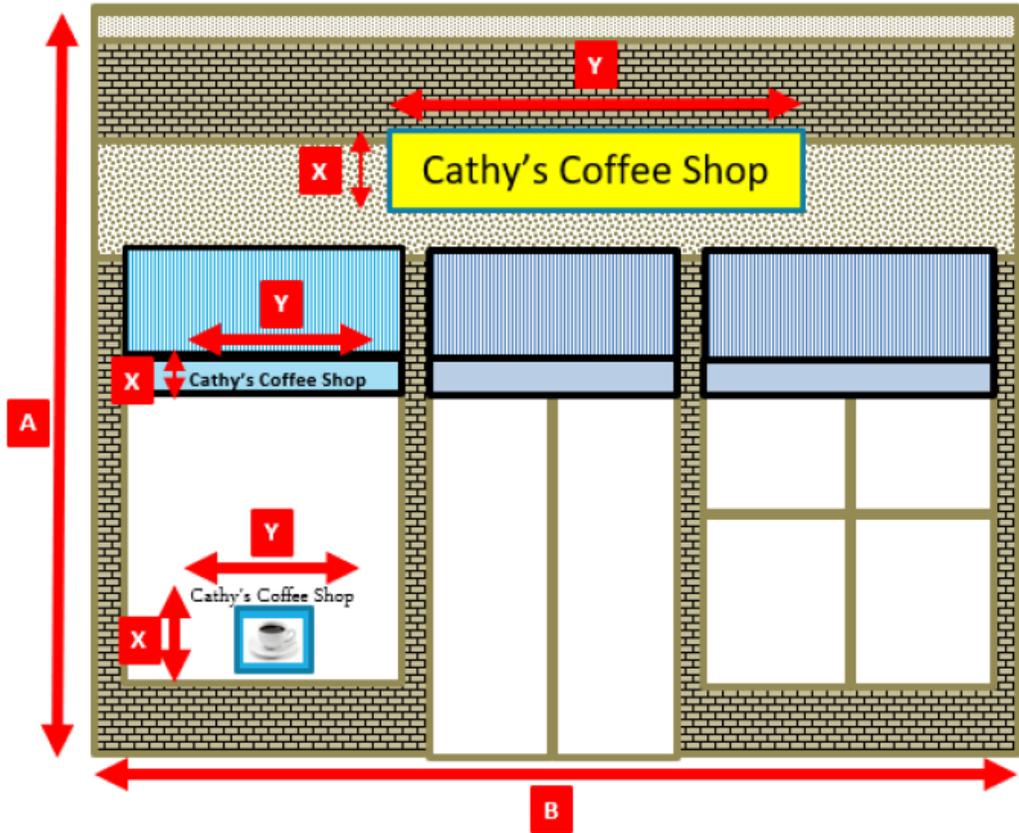
WINDOW SIGN DESIGN GUIDELINES – INTERPRETATIONS

- Window graphics should be applied as “second surface” graphics (e.g., mounted on interior of window glass.)





A BUSINESS MAY HAVE THE FOLLOWING TYPES OF PERMANENT BUILDING SIGNS



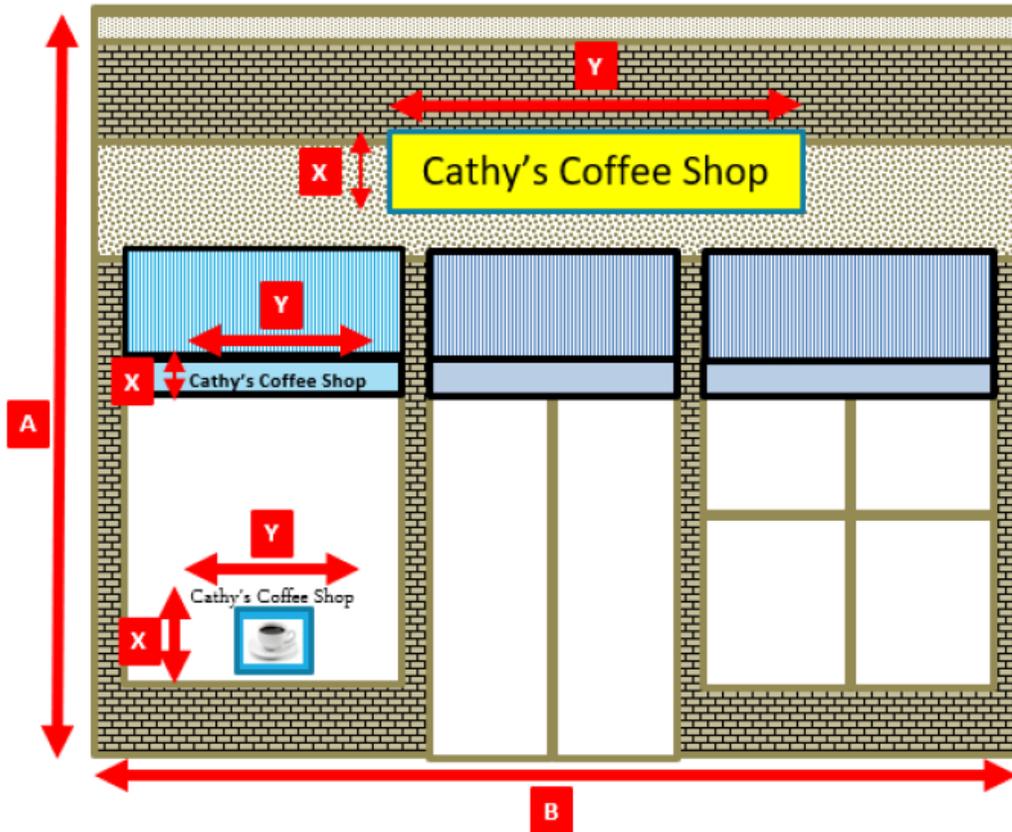
- Window
- Wall
- Awning
- Projecting





BUILDING SIGNS – TOTAL SIGN AREA LIMITATIONS

10



The total area of all **wall signs**, **window signs**, and **awning signs** may be no more than 15% of the area of street exposure

$$\text{Total Street Exposure} = A * B$$

(Wall Sign Area + Window Sign Area + Awning Sign Area) \leq 15% of Total Street Exposure





TEMPORARY BUSINESS WINDOW SIGNS ALLOWED WITHOUT A PERMIT

11

- Are allowed to advertise special sales of merchandise or special commercial events
- May not be illuminated
- Shall be no more than 8 square feet in area and the total area of all window signs, both temporary and permanent, shall not exceed 10% of window area
- Shall not be displayed for more than 30 days.

"Temporary sign" means a sign that is not designed, constructed or intended for long-term use and that is not permanently mounted.

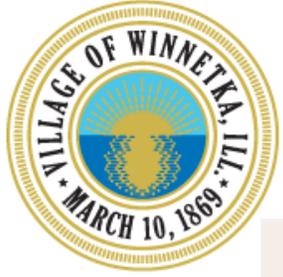
Interpretation - Temporary window signs for community events are allowed without permits and do not count toward 10% rule.





SIGNS REVIEWED BY DRB AND SINCE INSTALLED (2020 TO TODAY)





EAST ELM

Street #	Street Name	Business Name	Sign Area Square Feet	% of Window (Requirement - Max 10%)	Text Height (Guideline - Max 6")	Location on Window (Guideline - Lower Section)	Other Signs
552	Lincoln	Mitch's Cookies	7.50	7.13%	8"	Center	Projecting
561	Lincoln	Kaleidoscope Floral	7.50	6.73%	6"	Center	Awning





EAST ELM

Street #	Street Name	Business Name	Sign Area Square Feet	% of Window (Requirement - Max 10%)	Text Height (Guideline - Max 6")	Location on Window (Guideline - Lower Section)	Other Signs
574	Lincoln	Mandarine Home	5.89	3.80%	< 6"	Center	Wall & Projecting
550	Lincoln	Balloons & Paper	3.60	6.13%	8'	Center	Wall



Not included with Sign Permit





EAST ELM

Street #	Street Name	Business Name	Sign Area Square Feet Approved	% of Window (Requirement - Max 10%)	Text Height (Guideline - Max 6")	Location on Window (Guideline - Lower Section)	Other Signs
561	Lincoln	Kaleidoscope Floral	7.50	6.73%	6"	Center	Awning



Approved



Installed





WEST ELM

Street #	Street Name	Business Name	Sign Area Square Feet	% of Window (Requirement - Max 10%)	Text Height (Guideline - Max 6")	Location on Window (Guideline - Lower Section)	Other Signs
556	Chestnut	La Taquiza - Window 1	6.59	7.77%		Center	None
556	Chestnut	La Taquiza - Window 2	6.59	7.77%	1.82	Center	None
556	Chestnut	La Taquiza - Window 3	6.59	17.00%	1.82	Lower Section	None
556	Chestnut	La Taquiza - Window 4	2.99	10.90%	1.58	Lower Section	None





WEST ELM

Street #	Street Name	Business Name	Sign Area Square Feet	% of Window (Requirement - Max 10%)	Text Height (Guideline - Max 6")	Location on Window (Guideline - Lower Section)	Other Signs
566	Chestnut	Fizz & Pop - Window 1	2.00	5.73%	3.75"	Lower Section	None
566	Chestnut	Fizz & Pop - Window 2	6.00	8.60%	5"	Lower Section	None
559	Chestnut	Bunny & Babe	5.27	7.90%	2.5"	Center	Awning





WEST ELM

Street #	Street Name	Business Name	Sign Area Square Feet	% of Window (Requirement - Max 10%)	Text Height (Guideline - Max 6")	Location on Window (Guideline - Lower Section)	Other Signs
818	Elm Street	Bliss (Elm side)	24.82	28.98%	38"	Center	None
818	Elm Street	Bliss (Chestnut side)	11.09	20.62%	25"	Center	None





HUBBARD WOODS

Street #	Street Name	Business Name	Sign Area Square Feet	% of Window (Requirement - Max 10%)	Text Height (Guideline - Max 6")	Location on Window (Guideline - Lower Section)	Other Signs
913	Green Bay	Arch Glow	3.21	7.78%	2"	Center	None
911	Green Bay	Munder Skiles	3.65	6.65%	5"	Lower Section	None





HUBBARD WOODS

Street #	Street Name	Business Name	Sign Area Square Feet	% of Window (Requirement - Max 10%)	Text Height (Guideline - Max 6")	Location on Window (Guideline - Lower Section)	Other Signs
901	Green Bay	Rebel House - Window 1	3.30	5.90%	1.3'	Center	None
901	Green Bay	Rebel House - Window 2	3.30	5.90%	1.3'	Center	None
901	Green Bay	Rebel House - Window 3	1.29	6.08%		Center	None





HUBBARD WOODS

Street #	Street Name	Business Name	Sign Area Square Feet	% of Window (Requirement - Max 10%)	Text Height (Guideline - Max 6")	Location on Window (Guideline - Lower Section)	Other Signs
874	Green Bay	Kameo Vintage	6.76	7.95%		Upper Section	None
874	Green Bay	Ciao Bella Sewing - Window 1	4.00	9.22%	6"	Center	None
874	Green Bay	Ciao Bella Sewing - Window 2	4.00	6.10%	6"	Center	None



Not included with Sign Permit





HUBBARD WOODS

Street #	Street Name	Business Name	Sign Area Square Feet	% of Window (Requirement - Max 10%)	Text Height (Guideline - Max 6")	Location on Window (Guideline - Lower Section)	Other Signs
894	Green Bay	Pedago - Each Sign	2.22	10.00%	8.4"	Bottom	Awning
890	Green Bay	State Farm	4.67	8.41%	6"	Lower Section	Wall





SIGN VARIATIONS





SIGN VARIATION STANDARDS (SEC. 15.60.250)

C. Variations shall be permitted only if:

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.





SIGN VARIATIONS (SEC. 15.60.250)

E. Notwithstanding the provisions of this section, the Sign Board **shall not** have the power to:

1. **Permit signs that are prohibited;**
2. Waive permit requirements;
3. Permit signs which violate the safety and maintenance provisions of Section 15.60.130;
4. Vary the nonconforming sign provisions of Section 15.60.150 as applied to any given sign.





PROHIBITED SIGNS

- A. Animated signs & signs and displays consisting of a string, cluster or series of lights
- B. Internally illuminated signs;
- C. Translucent awnings signs;
- D. Changeable copy signs, other than gasoline price signs, incidental signs, portable menu board signs, display case signs;
- E. Building roof signs (e.g., attached to, located upon, or located above the roof eave line);
- F. Signs painted directly on the wall of a building, fence, or similar structure;
- G. Off-premises sign
- H. Any sign not specifically permitted by the provisions of this chapter is prohibited.





POTENTIAL WALL SIGN REQUIREMENT/ GUIDELINE AMENDMENTS





SIGN ~~VARIATION~~ EXCEPTION STANDARDS – POTENTIAL AMENDMENTS

- C. ~~Variations~~ Exceptions shall be permitted only if:
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;~~ **Given the design of the building and its elements or the design of site on which the building is located, the character of the community would be more appropriately served by granting an exception to the sign regulations,** and
 3. ~~There are practical difficulties or particular hardship in the way of carrying out the strict requirements of this chapter;~~ **The design of the sign better complements the design of the building's architectural elements or better allows the viewing of store products or services than the standard sign code requirements would allow,** and
 4. The ~~variation~~ exception will not alter the essential character of the locality.





SIGN VARIATIONS - POTENTIAL AMENDMENTS

E. Notwithstanding the provisions of this section, the Sign Board shall not have the power to:

1. Permit signs that are prohibited, **unless it can be demonstrated the exception would allow such a type of sign that historically had been used on the subject site;**
2. Waive permit requirements;
3. Permit signs which violate the safety and maintenance provisions of Section 15.60.130;
4. Vary the nonconforming sign provisions of Section 15.60.150 as applied to any given sign.





SIGN DEFINITION

- **“...within 5 feet of interior side of window...and visible from exterior (Winnetka)**
- **“...within 12” of window surface & visible from street” (Oak Park)**
- **“...placed within 18 inches of glass” (Lake Forest)**
- **“... within 3 feet of window & plainly visible from exterior...” (Glencoe)**





SIGN AREA MAXIMUMS

- **Permanent & Temporary – 10% of glass area (Winnetka)**
- Permanent – 10% of window area, if no wall or awning signs, permitted up to 20%
(Limit one)
Temporary – 15% of window area, limited to 8 weeks
Temporary & Permanent – 20% of window area (**Wilmette**)
- Permanent – 10% of total area of all windows or 6 SF
Temporary – 20% of all windows on ground floor, 30-day limit
(**Highland Park**)
- Permanent – 20 % of glass area
Permanent & Temporary – 40% of glass area
(**Arlington Heights**)





WINDOW SIGN GUIDELINE IDEAS

- Height of sign limited to 1/3rd height of glass area; Width of sign limited to 90% glass width (**Lake Forest**)
- Sign shall not extend over or through architectural features, including but not limited to window muntins (**Barrington**)
- Should be limited to individual letters and logos. (**Barrington**)





ADMINISTRATIVE REVIEW OR ALLOWED WITHOUT A PERMIT

Are there certain window signs that should be allowed without a permit or administratively reviewed? Potential examples:

1. Window signs consisting of individual letters and logos that meet the sign area requirements, are located in the lower one-third of the window, and meet all other identified guidelines (e.g., letter size, color, etc.) do not require a permit.
2. Window signs that meet the sign area requirements, located in the lower 50% of the window, and meet all other identified guidelines (e.g., letter size, color, etc.) can be administratively approved by staff.





VILLAGE OF WINNETKA

WINDOW SIGN REGULATIONS & GUIDELINES REVIEW

Community Development Department



Chapter 15.60 - SIGNS

Sections:

- 15.60.010 Title.
 - 15.60.020 Scope.
 - 15.60.030 Intent.
 - 15.60.040 Rules of construction.
 - 15.60.050 Definitions.
 - 15.60.060 Prohibited signs.
 - 15.60.070 Exempt signs.
 - 15.60.080 Signs allowed without a permit.
 - 15.60.090 Permitted temporary signs.
 - 15.60.100 Signs on residential properties.
 - 15.60.110 Signs of religious, charitable, educational, and other specified organizations.
 - 15.60.120 Commercial signs.
 - 15.60.130 General standards.
 - 15.60.140 Sign permit procedures.
 - 15.60.150 Certificate of appropriateness.
 - 15.60.160 Amendment to permit work.
 - 15.60.170 Expiration and revival of permits.
 - 15.60.180 Failure to complete work.
 - 15.60.190 Review of existing permanent signs.
 - 15.60.200 Nonconforming signs.
 - 15.60.210 Unlawful display deemed nuisance.
 - 15.60.220 Enforcement, penalties and revocation of permit.
 - 15.60.230 Violation of regulations.
 - 15.60.240 Appeals.
 - 15.60.250 Variations.
 - 15.60.260 Liability for damages.
- * Prior ordinance history: Ord. MC-192-97.

Section 15.60.010 Title.

This chapter shall be known, cited, and referred to as the Winnetka Sign Code.
(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.01)

Section 15.60.020 Scope.

This chapter governs and controls the erection, enlargement, expansion, alteration, operation, maintenance, relocation, and removal of all signs within the Village that are visible from any street, sidewalk, or public or private common open space. This chapter relates to the location, type, materials and size of signs within the various zoning districts established by Title 17 of this code (the Winnetka Zoning Ordinance), and is in addition to the provisions of Title 15 of this code (the Winnetka Building Code) that apply to the

Chapter 15.60 - SIGNS

location, construction, installation, operation, maintenance, and electrical wiring of signs and their sources of illumination.

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.02)

Section 15.60.030 Intent.

This chapter is intended to reduce visual confusion; to restrict signs that overload the public's capacity to receive information or that distract attention, obstruct vision or otherwise increase the risk of accidents, personal injury or property damage; to enable the public to locate goods, services and facilities in the Village without difficulty or confusion; to encourage a high quality of development and excellence in the design of signs throughout the Village; and to promote the use of signs that are appropriate to the type of activity to which they pertain as well as expressive of the identity of the proprietors of the premises on which they are located.

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.03)

Section 15.60.040 Rules of construction.

A. In the event any provision of this Sign Code is in conflict with any provision of the Building Code, or with applicable statutes, the provision imposing the stricter regulation, as determined by the Director, shall prevail unless otherwise provided by law.

B. Words used in the singular shall include the plural and words used in the plural shall include the singular.

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.04)

Section 15.60.050 Definitions.

A. Terms Defined in Other Ordinances and Codes. Terms used in this chapter, but not otherwise defined, shall have meanings ascribed to them in the Zoning Ordinance, Building Code or this code.

B. Definitions. For the purposes of this chapter, certain words and phrases are defined as follows:

"Animated sign" means a sign that uses flashing or moving parts, bright color or light, or movement of any kind. Examples of such signs include pennants, banners, streamers, balloons, search lights, beacons and flashing lights.

"Area of an exposure" means the area of a building wall facing in one principal direction, including doors and windows contained in the wall; except that where a wall is irregular in plane, the area of an exposure shall be based on the area of a projection of the wall upon a plane parallel with the nearest adjacent street.

"Awning" means a structure attached to a building, typically made of tubular frame and covered with canvas, vinyl or similar soft material.

"Backlit illumination" means a method of illumination by which the sign is illuminated from within and the light is projected back onto the support surface to create a halo effect around the sign copy. Such signs are usually fabricated from opaque materials which do not allow light to filter through the face or sides of the sign, and thus only illuminate the

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wall the sign is affixed to. "Backlit illumination" also is commonly referred to or known as "halo" illumination.

"Blade sign" means a projecting sign that is mounted perpendicular to the surface of a wall.

"Board" means the Winnetka Design Review Board.

"Building Code" means Title 15 of the Winnetka Village Code.

"Building marker" means a permanent sign indicating the name of a building, the date and other incidental information about its construction, and which is cut into a masonry surface or made of bronze or other permanent material.

"Building Officer" has the same meaning ascribed to it in the Building Code.

"Bulletin board" means a permanent sign that identifies an institution or organization on whose premises it is located and which contains greetings, announcements of events, hours, or similar messages which may consist of changeable letters.

"Business sign" means a sign that directs attention to a business or profession conducted, or to a commodity or service sold, offered, or manufactured, or to an entertainment offered, on the premises where the sign is located and which is limited in content to the name and generic description of the business or product.

"Changeable copy sign" means a sign other than a bulletin board, all or part of which uses characters, letters or illustrations that can be changed or rearranged without altering the face or the surface of the sign. A sign on which the message changes more than eight times per day shall be considered an animated sign, and not a changeable copy sign for purposes of this code.

"Civic event sign" means a temporary sign announcing an event of a religious, civic or philanthropic organization.

"Commercial message" means any sign wording, logo or other representation that, directly or indirectly, names, advertises or calls attention to a business, product, service or other commercial activity.

"Court yard" means an area of open space, other than a parking lot or loading area, that abuts a public street, is walled by buildings on three sides and is open to the public.

"Directional sign" means a sign limited to information and directions necessary for the safety or convenience of persons coming on the property, including signs marking entrances and exits, parking areas, one-way drives, pickup and delivery areas, and the like.

"Director" means the Director of Community Development or authorized representatives.

"Display case sign" means a changeable sign attached to the exterior wall of a building, the message of which is communicated by the posting of one or more sheets of paper and not by individual characters, letters, or illustrations.

"Externally illuminated sign" means a sign that is illuminated by directing a source of artificial light at the face of the sign or that is illuminated by backlit illumination.

"Freestanding sign" means a sign attached to a completely self-supporting structure such as a pole or brace placed on, or anchored in or below the ground, and not attached to any building or similar structure.

"Garage sale" means a sale that is open to the general public and is conducted from or on property zoned or used for a single-family residence, for the purpose of disposing of

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personal property owned by one or more persons residing in the single-family residence on the property and which was acquired in the normal course of living in or maintaining the residence, rather than for purpose of resale.

"Incidental sign" means a small sign, emblem or decal informing the public of goods, facilities or services available on the premises, such as a credit card sign or a sign indicating hours of business; provided, the cumulative area of such signs on any premise does not exceed one square foot.

"Internally illuminated sign" means a sign that is illuminated by a source of artificial light that directs the light through one or more translucent surfaces of the sign from within or behind it, rather than at the face of the sign. Internally illuminated signs include neon signs and similar illuminated gaseous tube signs with exposed lighting components.

"Nameplate sign" means a nonelectric on-premises sign giving the name, address and/or occupation of an occupant or group of occupants of the building or premises on which the sign is located.

"Portable sign" means any sign designed to be moved easily and not permanently attached to a building, structure or the ground, including, but not limited to, signs designed to be transported by means of wheels; signs converted to A- or T-frames; menu board and sandwich board signs; balloons used as signs; umbrellas used for advertising; and signs attached to or painted on vehicles parked and visible from the public right-of-way, unless the vehicle is used in the normal day-to-day operation of the business.

(Amended MC-7-2002 § 2, 08/06/02)

"Projecting sign" means a sign affixed to a building or wall in such a manner that its leading edge extends more than twelve (12) inches beyond the surface of the building or wall.

"Public street" means the area lying within the described limits of a dedicated right-of-way or thoroughfare for vehicular traffic (excluding an alley), whether or not so used.

"Sign" means any fixture, placard or structure that is readily visible from any street, sidewalk or public or private common open space and that uses any color, form, graphic, illumination, symbol or writing to advertise, announce the purpose of, or identify the purpose of a person or entity, or to communicate information of any kind to the public.

"Sign Board" means the Winnetka Sign Board of Appeals.

"Street exposure" means the exterior wall (including doors and windows) of a building having its frontage on a public street or a court yard. If a building is occupied by more than one person or entity, the street exposure for each portion of the building so occupied is the street exposure of the portion of the building wall included in the space occupied by such occupant.

"Temporary sign" means a sign that is not designed, constructed or intended for long-term use and that is not permanently mounted.

"Wall sign" means a sign that is attached substantially parallel to, but within twelve (12) inches of, a wall, or is erected and confined within the limits of an outside wall of any building or structure, is supported by such wall or building, displays only one sign surface and does not project above the highest point of a building with a flat roof, or above the eave line of a building with gable, hip, gambrel or mansard roof, or beyond the end of the building or street exposure.

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"Window sign" means a sign, picture, symbol, or combination, applied or attached to the exterior or interior of a window, or located within five feet of the interior side of a window and displayed so that it is visible from the exterior of the window. For purposes of this code, displayed merchandise or products shall not be considered a window sign.

(MC-3-2021 § 2, Amended, 5/4/2021; MC-3-2020 § 2, Amended, 8/18/2020; Ord. MC-209-98 § 2 (part), 1998: prior code § 27.05)

Section 15.60.060 Prohibited signs.

No person shall display any sign of the following prohibited types, or in the following prohibited locations:

A. Animated signs and signs and displays consisting of a string, cluster or series of lights, except those permitted in connection with civic, patriotic or religious holidays in accordance with Section 15.60.090(A)(3);

B. Internally illuminated signs;

C. Translucent awnings and signs placed on translucent awnings;

D. Changeable copy signs, other than gasoline price signs erected at automobile service stations, incidental signs, portable menu board signs displayed in accordance with Section 15.60.080 J, display case signs in accordance with Section 15.60.120(B)(7), and that portion of bulletin board signs erected in accordance with Section 15.60.110(A)(5) of this chapter;

E. Signs that are attached to the roof of any building, or that are located upon or above a roof, or above the eave line of a roof;

F. Signs painted directly on the wall of a building, fence, or similar structure;

G. (Repealed.)

H. Signs that advertise or direct attention to a business, commodity, service or entertainment conducted or offered for sale at a place other than the premises on which the sign is located. This prohibition shall not apply to signs that are located inside a building and direct attention to noncommercial events or organizations;

I. Off-premises signs that advertise or direct attention to a garage sale;

J. Signs on or attached to any utility pole, street light or lamp post, or placed or displayed on a public street, sidewalk, alley or parkway, except (1) banners, portable menu board signs or portable sandwich board signs displayed in accordance with Section 15.60.080. J and (2) signs erected for orderly traffic control and other municipal or governmental purposes;

K. Any sign not specifically permitted by the provisions of this chapter is prohibited.
(MC-3-2020 § 3, Amended, 8/18/2020; Ord. MC-7-2002 § 3, 08/06/02; Ord. MC-209-98 § 2 (part), 1998: prior code § 27.06)

Section 15.60.070 Exempt signs.

Signs, flags and emblems of and on the premises of the United States, the state, the Village, and other municipal corporations and public bodies of the state shall be exempt from the regulations of this chapter. Murals and building decorations not an integral part of a sign are not considered signs for the purpose of this chapter.

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(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.07)

Section 15.60.080 Signs allowed without a permit.

The following signs shall be allowed without a permit; provided that the sign is not prohibited by Section 15.60.060 of this chapter and that it complies with Section 15.60.130 of this chapter.

- A. Permitted, nonilluminated temporary signs, as provided in Section 15.60.090;
- B. Permitted, nonilluminated signs on single and two-family dwellings, as provided in Section 15.60.100(A);
- C. Permitted, nonilluminated signs of organizations, as provided in Section 15.60.110; provided, the area of any such sign does not exceed eight (8) square feet;
- D. (Repealed.)
- E. Memorial plaques, building markers, cornerstones, historical plaques and similar designations displayed for noncommercial purposes; provided that, the area of any such signs does not exceed six (6) square feet;
- F. Signs and pavement markings required by the police, fire or other governmental departments for the safety and convenience of the public;
- G. Street or house number signs not exceeding one and one-half square feet in area;
- H. Nonilluminated directional signs that do not contain a commercial message, logo or illustration, and that do not exceed three square feet in area;
- I. Incidental signs that do not exceed one square foot in area.

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.08)

J. Self-supporting portable menu board signs displayed at restaurants or other food service establishments that offer food service for consumption on the premises, subject to the following limitations:

- 1. The signs shall be no more than 24 inches wide and 36 inches high, including support elements.
- 2. No restaurant or food service establishment shall be allowed more than one such sign.
- 3. The signs may be displayed only during the hours that the business is open to the public.
- 4. The signs may be placed on a public sidewalk, provided they do not extend more than two feet from the face of the building.
- 5. The signs may only be displayed between May 1 and November 30 of each year.
- 6. The proposed location of a sign for a restaurant with outdoor seating shall be depicted on the site plan submitted with the application for the outdoor seating permit and the sign shall be placed only in the location specified on the approved outdoor seating plan.
- 7. Notwithstanding the foregoing, the Village reserves the right to order the relocation or removal of any menu board sign if the Director determines that the sign poses a safety hazard for pedestrian or vehicular traffic.

K. Any outdoor sign located on residential property that pertains to an election or political campaign; provided, that no such sign shall be more than eight (8) square feet in area.

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L. Subject to the approval of the Village Council, banners displayed on any utility pole, street light or lamp post in the Hubbard Woods or Elm Street business districts, provided the Village Council determines that the banner is not a commercial or political advertisement.

(Amended MC-7-2002 § 4, 08/06/02; Amended MC-3-2003, 03/04/03; Amended MC-1-2011, 2/8/11; Amended MC-7-2012 § 2, 10/16/12)

Section 15.60.090 Permitted temporary signs.

A. Signs Permitted. The following temporary signs shall be allowed without a permit; provided, they meet the requirements of this section; and provided further, that, unless specifically provided otherwise, the area of the sign shall not exceed eight (8) square feet:

1. Nonilluminated real estate signs, advertising the sale or lease of the lot or premises on which they are located; provided that, any such sign shall be less than six feet in height. No more than one such sign shall be allowed on the lot or premises, except that on corner lots, there may be one such sign facing each street. All such signs shall be removed within seven days after the sale or lease of the premises.

2. Nonilluminated construction-site signs identifying the parties engaged in the design and construction on the lot or premises on which they are displayed, subject to the following conditions.

a. Any sign in a residential zoning district shall have an area of no more than eight square feet in area nor shall the top of the sign be more than six feet above grade.

b. Any such sign in a nonresidential zoning district shall be no more than sixteen (16) square feet in area nor shall the top of the sign be more than twelve (12) feet above grade.

c. No more than one such sign shall be allowed on the lot or premises.

d. All such signs shall be removed within seven days after completion of the work to which the sign pertains, as determined by the Director.

3. Decorations displayed in connection with civic, patriotic or religious holidays, except that they shall be removed within seven days after the specific holiday.

4. Certain signs pertaining to elections or political campaigns, and signs displayed by civic, philanthropic, religious or educational organizations regarding an event sponsored by the organization, subject to the following conditions:

a. No outdoor sign on non-residential property that pertains to elections or political campaigns shall be more than eight (8) square feet in area;

b. No sign that is for an event sponsored by a civic, philanthropic, religious or educational organization and that is located on the exterior of the premises of the organization sponsoring the event shall be more than thirty-two (32) square feet in area;

c. No sign that is for an event sponsored by a civic, philanthropic, religious or educational organization and that is located in an exterior location other than on the premises of the organization sponsoring the event shall be more than eight (8) square feet in area; and

d. Any sign subject to this paragraph 4 shall be removed no later than seven days after the election or event for which it was displayed.

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5. Window signs displayed on nonresidential premises located in a commercial zoning district to advertise special sales of merchandise or special commercial events, subject to the following conditions:

- a. No such sign may be illuminated,
- b. No such sign shall be more than eight square feet in area and the total area of all window signs, both temporary and permanent, shall not exceed the ten (10) percent limitation for window signs as provided in Section 15.60.120(B)(1)(d),
- c. No such sign shall be displayed for more than thirty (30) days;

6. Nonilluminated garage sale signs displayed on the residential property on which the sale is conducted, subject to the following conditions:

- a. No such sign shall be more than eight square feet in area,
- b. No more than one such sign shall be permitted on the lot or premises, except that on corner lots one such sign may face each street,
- c. No such signs shall be displayed for more than seventy-two (72) hours.

7. Signs such as banners, balloons, and similar devices that are displayed on residential property in a single-family residential zoning district to announce a birth, birthday, anniversary or similar special occasion; provided, no such sign shall be displayed more than twelve (12) hours before the occasion, and no such sign shall be displayed for more than forty-eight (48) hours.

B. Removal of Signs. All signs permitted by this section shall be removed by the person displaying it. The director is authorized to remove any such sign that has not been removed within the time limits established by this section whenever such removal can be accomplished without entering a nonpublic portion of any building. In addition to any other penalty provided by this code, the person responsible for the posting or displaying of such sign shall pay the Village for the removal, such fee to be established by resolution of the Village Council.

(MC-7-2012 § 3, Amended 10/16/12; 10/16/12; Ord. MC-1-2011, 2/8/2011; Ord. MC-209-98 § 2 (part), 1998: prior code § 27.09)

Section 15.60.100 Signs on residential properties.

A. Single-Family and Two-Family Dwellings. No sign shall be displayed on any building or premises or part of such building or premises used for residential purposes, regardless of the zoning district in which it is located, and on any vehicles parked or stored on such residential property so as to be readily visible to the general public, except for the following permitted signs:

1. Signs exempted from this chapter pursuant to Section 15.60.070;
2. Signs allowed without a permit pursuant to Section 15.60.080;
3. Temporary signs permitted pursuant to Section 15.60.090;
4. One nameplate sign not exceeding two square feet in area;
5. Noncommercial signs behind or affixed to windows and doors, including signs prohibiting solicitors and identifying security services; and
6. Lawn signs prohibiting solicitors or identifying security services.

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B. Multifamily Dwellings. In addition to signs permitted by subsection A of this section and any other signs permitted in this chapter by reason of any commercial use of the first floor, a multifamily dwelling building may display one nameplate sign not exceeding three square feet in area; provided, the permit requirements of Section 15.60.130 have been met. (Ord. MC-209-98 § 2 (part), 1998; prior code § 27.10)

Section 15.60.110 Signs of religious, charitable, educational, and other specified organizations.

A. Signs Permitted. No sign shall be displayed on the building or premises of a religious, philanthropic, civic, charitable or private educational institution or organization or any private club, except for the following:

1. Signs exempted from this chapter pursuant to Section 15.60.070;
2. Signs allowed without a permit pursuant to Section 15.60.080;
3. Temporary signs permitted pursuant to Section 15.60.090;
4. Signs, identifying the name or nature of the institution or organization; and
5. Bulletin board and changeable copy signs.

B. Size of Signs. The total area of all signs permitted by subsections (A)(4) and (5) of this section shall not exceed fifty (50) square feet, and no one sign shall exceed thirty (30) square feet in area.

C. Off-Premises Directional Signs. No more than two off-premises directional signs, neither of which shall have an area of more than four square feet, shall be permitted for each such institution; provided, the size, location, placement, design and color of such signs is approved by the Board.

(Ord. MC-209-98 § 2 (part), 1998; prior code § 27.11)

Section 15.60.120 Commercial signs.

A. Defined. All signs not included or regulated in Sections 15.60.080, 15.60.090, 15.60.100 and 15.60.110 and not exempt pursuant to Section 15.60.070 shall be deemed to be commercial signs for the purposes of this chapter, regardless of the zoning district in which the signs are located.

B. Regulations. Commercial signs of any type not prohibited by Section 15.60.060 may be displayed, subject to obtaining a permit pursuant to this chapter; provided, they comply with the following regulations and the general standards set forth in Section 15.60.130:

1. Wall Signs and Window Signs.
 - a. No wall sign shall contain information other than the name of the occupant or business, a maximum of three words containing a generic description of the types of products or services, and the occupant's logo or trademark.
 - b. No wall sign or window sign shall exceed seventy (70) square feet in area.
 - c. Wall signs shall be placed substantially parallel to the surface of the wall.
 - d. Window signs may be displayed on the street exposure or nonstreet exposure windows of an occupant; provided that, the total area of window signs in any single window pane or any single section of window shall not exceed ten (10) percent of the area of the single window pane or single section of window on which it is located.

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e. For each street exposure the total area of all window signs, wall signs and awning signs other than exempt signs, permitted directional signs, display case signs, and incidental signs of this section, shall not exceed fifteen (15) percent of the total area of street exposure.

f. In buildings with more than one commercial premises, the total area of all commercial wall signs, window signs, and awning signs shall be limited to fifteen (15) percent of the area of street exposure of the occupant of each such premises.

g. Commercial wall signs shall be displayed only upon street exposures; except that one wall sign not exceeding twenty (20) square feet in area may be displayed by each occupant on each nonstreet exposure of the premises occupied by such occupant; provided that, such signs shall not be located above the second floor window sill level and shall not be higher than fourteen (14) feet above grade if there is no second floor window sill. The total area of all such nonstreet exposure wall signs displayed on a building shall be limited to forty (40) square feet and the area of such signs shall count toward the maximum sign area allowed for the street exposure of such occupant as provided in this section. This provision shall not prohibit window signs or the painting of signs on doors.

h. In cases where an occupant of a building occupied by no more than two commercial occupants does not have any street exposure, such occupant shall be permitted to display on or attach to the building, including the doors and windows, one commercial sign the area of which shall not exceed five square feet. The area of such sign shall be included in the fifteen (15) percent overall limitation established in this section.

i. In addition to other signs displayed on or attached to a building, a building occupied by three or more commercial occupants may display a directory type wall sign (subject to the fifteen (15) percent limitations contained within subsections (B)(1)(e) and (B)(1)(f) of this section) which lists only the names of such commercial occupants and the name of the building. The total area of such a directory-type sign shall not exceed thirty-five (35) square feet in area and no one individual listing shall exceed three square feet in area.
(amended MC-3-2003, 03/04/03)

2. Projecting Signs.

a. One projecting sign may be placed perpendicular to the surface of a wall on a court yard for each business located on a court yard; provided that, the area of the sign does not exceed three square feet.

b. Blade signs may extend over a public way or a public sidewalk, provided that the blade sign extends no more than 2 feet from the wall of the building and is no more than 3 feet high, and provided that the clearance between the bottom of the sign and the sidewalk is at least 8 feet.

c. No projecting sign shall contain information other than the name of the occupant or business, a maximum of three words containing a generic description of the types of products or services, and the occupant's logo or trademark.

(Amended MC-3-2003, 03/04/03)

3. Freestanding Signs.

a. No freestanding sign shall contain information other than the name of the occupant or business, a maximum of three words containing a generic description of the types of products or services, and the occupant's logo or trademark.

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b. One directory type freestanding sign may be displayed on the premises of a building occupied by three or more commercial occupants; provided, the sign lists only the names of such commercial occupants and the name of the building; provided that, the building in which the occupants are located is set back from the street line at least fifteen (15) feet. The total area of any such sign shall not exceed forty (40) square feet in area, and the area of any one side of the sign shall not exceed twenty (20) square feet, and no one individual listing shall exceed three square feet in area. The total height of such a sign shall not exceed eight feet above grade.

c. If a building is occupied by fewer than three occupants, one freestanding sign may be displayed on the premises on which the building is located; provided that, no commercial signs are displayed other than exempt signs, window signs and a nameplate sign not exceeding three square feet in area, that the building is setback from the street line at least fifteen (15) feet, that the total area of such sign does not exceed forty (40) square feet, that the total area of any one side of the sign shall not exceed twenty (20) square feet, and that the total height of the sign does not exceed twelve (12) feet above grade.

4. Awning Signs.

a. No awning sign shall contain information other than the name of the occupant or business, the street address numbers of the premises and the occupant's logo or trademark.

b. The total area of all signs on an awning shall not exceed fifteen (15) percent of the total exterior surface area of the awning. The area of such awning sign shall be included in the fifteen (15) percent overall limitation established by this section.

c. The size of letters, logos or trademarks on awnings shall not exceed six inches in height and shall be placed on the descending vertical front skirt only.

5. Directional and Incidental Signs. Directional or incidental signs accessory to parking and driveway areas are permitted in addition to signs permitted under Section 15.60.080, subject to the following regulations:

a. One directional sign may be erected to designate each entrance to or exit from a parking or driveway area; provided that, the area of each such sign shall not exceed three square feet;

b. One wall sign or freestanding sign designating the conditions of use shall be permitted for each parking or driveway area; provided that, the area of any such sign shall not exceed ten (10) square feet.

6. Signs on or accessory to automobile service stations and car washes shall conform to all regulations contained in this chapter and shall be limited to four signs per establishment. In computing the number of signs displayed, however, the following shall not be deemed to constitute signs on such premises:

a. Information appearing on gasoline pumps as purchased or installed;

b. Signs containing information required by state or federal law regarding the operation of automobile service stations or pump islands; provided that, the size of each such required sign shall be related to the state mandated letter size and shall be approved by the Board.

7. Display case signs on those types of commercial establishments listed as allowed uses in (i) Section 17.46.010(E) Food Products Uses and (ii) Section 17.46.010(F) Food and

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Beverage Service Uses, of the Winnetka Zoning Ordinance, subject to the following limitations:

- a. Only one display case sign is allowed per commercial establishment;
- b. The changeable copy in the display case shall be used to advertise or provide information about products and services offered by the commercial establishment;
- c. Display case signs must be fully enclosed with a transparent front face;
- d. The signs shall (a) project no more than four inches beyond the face of the wall to which it is mounted, (b) be no larger than three square feet measured from outer edge of the case to outer edge of the case, and (c) shall be mounted or hung no more than six feet above grade;
- e. Display case signs are prohibited from using any type of backlit illuminations, and may use external illumination subject to the permitting requirements of Section of this Code;
- f. Display case signs may not cover or interfere with exterior architectural details or windows of the building to which it is attached; and
- g. Display case signs must either match the primary exterior storefront frame color or be compatible with the overall materials and colors of the building façade design as determined by the Director.

(MC-3-2020 § 4, Amended, 8/18/2020; Ord. MC-209-98 § 2 (part), 1998: prior code § 27.12)

Section 15.60.130 General standards.

All signs permitted by this chapter, whether with or without a permit, shall comply with the following standards:

A. Sign Measurement.

1. **Area to Be Included.** The supporting structure or bracing of a sign shall be omitted in measuring the area of the sign unless such structure or bracing is made part of the message or face of the sign. When a sign has more than one display face, all faces shall be included in determining the area of the sign; provided that, if the distance between the sign faces of a two-faced sign does not exceed twelve (12) inches, the area of the sign shall be measured as the area of one face.

2. **Area of Sign With Background Panel.** A sign placed or painted on a background panel shall be measured by computing the area of the background panel.

3. **Area of Sign Without Background Panel.** A sign with individual letters or symbols placed separately on a building wall, awning, or other structure without a background panel shall be measured as the sum of the area of the smallest regular geometric figures that can separately encompass all words, letter areas, figures, emblems, and other elements of the sign.

4. **Sign Spacing.** No sign wording, illustration or element that is less than two feet from any other sign wording, illustration or element shall be considered a separate sign for purposes of calculating sign area.

5. **Sign Height.** The height of a sign shall be measured from the adjacent natural grade, to the highest point of the sign.

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B. Illumination.

1. Location and Design of Light Source. The source of light for any externally illuminated sign shall be located, shielded and directed so as not to be directly visible from any dwelling or public street. No receptacle, device, fixture or housing for a light fixture shall project more than three inches into the right-of-way of any public street, sidewalk, parkway, alley or public place (except that such an electrical device more than eight feet above the adjoining sidewalk may project a maximum of twenty (20) inches into a public right-of-way).

2. Location of Externally Illuminated Signs on Building. No externally illuminated signs, whether displayed on a building or as a window sign, shall be displayed above the second floor window sill level of the building.

3. Externally Illuminated Signs Adjacent to Residential Zoning Districts. No externally illuminated sign shall be located within, or within one hundred (100) feet of the boundary of, any residential zoning district, if an illuminated face of such sign is parallel with or at an angle of less than forty-five (45) degrees from the residential zoning district boundary or otherwise has an adverse visual impact on adjacent residential properties; provided that, this restriction shall not apply if the property is in a multifamily zoning district and is not used for residential purposes.

4. Display Case Sign Light Source. The source of light for any externally illuminated display case sign shall be located, shielded and directed so as to direct the light to the contents of the display case sign only, and shall not be directly visible from any dwelling or public street.

C. Electrical Elements. All signs and appurtenant light fixtures in which electrical wiring and connections are to be used shall comply with the Building Code.

D. Structural Design. All signs shall comply with the Building Code and shall be designed and constructed adequately and safely to support their weight and to withstand wind and other stresses to which they may be subjected.

E. Obstruction of Accessways. No sign shall be erected, relocated, maintained, or otherwise permitted to obstruct or prevent free ingress and egress from any window, door, fire escape or stairway of any building or structure. No sign shall be attached to a fire escape.

F. Traffic Safety. No sign shall be erected, constructed or maintained where by reason of its position, shape, color or wording, it may interfere with, obstruct the view of or be confused with any authorized traffic sign, signal or device, nor shall it otherwise cause a safety hazard.

G. Sign Maintenance. In addition to complying with all other applicable provisions of this code, all signs and awnings shall be kept and maintained in a safe, neat and orderly condition and appearance, including, without limitation, keeping all changeable copy in a display case sign unfaded, legible, and in a condition that is not worn, torn or shredded. The owner of a sign shall be responsible for providing such maintenance for freestanding signs. Maintenance shall also require that the ground area, for a distance of not less than ten (10) feet in all directions, be kept free and clean of weeds, trash and other debris. In the event that a sign is not maintained in a safe, neat and orderly condition by the owner, the sign shall be subject to removal.

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H. Removal of Signs. Whenever any business, service or other use moves from or vacates premises previously occupied by it, or if, for any reason a sign is no longer applicable to the premises or has been abandoned, the sign and related mounting hardware and electrical service shall be removed from the premises within ten (10) days from the date of such cessation of the business or occupancy. In the event that such sign is not removed by the owner or operator of such business, service or use, the owner of the premises upon which such sign is displayed shall be liable for such removal within ten (10) days.

I. Civic Event Signs. Areas of land designated by the Village Council as community information areas may have civic event signs posted subject to the following:

1. Application for civic event signs shall be filed with, and approved by the Director, subject to issuance of a certificate of appropriateness as provided in this chapter.

2. Such signs shall be constructed of wood or similar material and shall be securely fastened to the ground.

3. Such signs shall be no more than thirty-two (32) square feet in area and no more than twelve (12) feet in height.

(MC-3-2020 § 6, Amended, 8/18/2020; Ord. MC-209-98 § 2 (part), 1998: prior code § 27.13)

Section 15.60.140 Sign permit procedures.

A. Applicability. Any nonexempt sign for which a permit is required shall comply with the procedures established by this section.

B. Permit Application Requirements. No sign permit application shall be accepted unless it is complete. Application for a sign permit shall be submitted to the Director on forms provided by the Director and shall be accompanied by all applicable fees, deposits and bonds in the amounts set from time to time by resolution of the Village Council. An application for a sign permit shall at a minimum contain or have attached to such application the following information and material, in sufficient detail to illustrate clearly the design for which approval is being sought and its relationship to the structure it serves:

1. Name, address and telephone number of the owner of the property;
2. Name, address and telephone number of the applicant (owner of the sign);
3. Name, address and telephone number of the sign contractor, and where applicable, the name, address and telephone number of the electrical contractor;
4. Address or location of building, structure or lot to which, or upon which, the sign is to be attached or erected;
5. Application for certificate of appropriateness and, where applicable, application for building permit;
6. Illustrated calculations of the aggregate size of all signs existing on the premises at the time of making such application;
7. Such other information as the Director or the Board shall require to show full compliance with this chapter;
8. Ten (10) copies of the following materials or information:
 - a. Drawings showing the position of a proposed sign in relation to adjacent signs, buildings and structures,

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b. Information, drawings, samples, or other materials regarding the design and size, structural details, materials and colors, and placement on the premises of a proposed sign or sign structure,

c. Current color photographs showing existing signs on the premises and adjacent property, and the date that the photographs were taken.

C. Review of Sign Permit Applications; Requests for Additional Information. Permit applications shall be examined by the Director to determine if the application materials meet the requirements of this code. The Director may request such additional information or clarification as is necessary to complete review of the sign permit application. If it appears that a proposed sign is in compliance with the minimum requirements of this chapter, and with other laws and ordinances of the Village, the Director shall promptly refer the application materials to the Board for consideration of the granting or denial of a certificate of appropriateness.

D. Issuance of Permit. Except as provided in Section 15.60.150(D) of this chapter, no sign permit shall be issued by the Director prior to the granting of a certificate of appropriateness by the Board, or on appeal by the Village Council as provided for in Section 15.60.150(E) of this chapter.

E. Display Case Signs. Notwithstanding anything to the contrary in this Section, applicants for a permit to install a display case sign shall not be required to submit an application for, or obtain, a certificate of appropriateness to obtain a sign permit.

(MC-3-2020 § 7, Amended, 8/18/2020; Ord. MC-209-98 § 2 (part), 1998: prior code § 27.14)

Section 15.60.150 Certificate of appropriateness.

A. Application for Preliminary Consideration. If requested in writing by a prospective applicant for a sign permit, the Board shall give preliminary consideration to a specific project before a formal application is filed, and shall provide recommendations on matters pertaining to the purpose, intent, standards and criteria of this chapter it may deem appropriate to guide the prospective applicant in developing a plan for signage that will comply with this chapter. The preliminary consideration is advisory only and no approval or denial shall be given during such preliminary consideration.

B. Final Approval. Upon receipt of a complete application, the Board shall, as soon as practicable, consider whether a certificate of appropriateness should issue.

C. Recommendation for Changes. The Board may, prior to making its decision, make recommendations to the applicant as to changes in the signage plans which, in the Board's judgment, would tend to effect the general intent and purpose of this chapter. If the Board recommends changes in the signage plan, the applicant shall notify the Board within fifteen (15) days in writing of the applicant's acceptance or reasons for rejection of such recommendations. If the applicant does not respond in writing to the Board's recommendations within the specified time period, it shall be assumed that the applicant has rejected such recommendations.

D. Issuance of Certificate.

1. A certificate of appropriateness shall be issued by the Board upon the concurring vote of a majority of the members present. However, if fewer than two-thirds of the

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members present vote to grant the certificate of appropriateness, the certificate shall not be issued until the time for the notice of appeal provided in subsection E of this section has lapsed, or if an appeal has been taken, until a final decision on the appeal has been reached by the Village Council.

2. If consideration of an application for certificate of appropriateness by the Board has not been initiated within forty-five (45) days following referral of the application by the Director to the Board, or having been initiated has not been concluded within forty-five (45) days following the submission by the applicant of additional evidence required by the Board, the Director shall, if the application is in order and the plans are in compliance with the minimum technical standards and requirements set forth in this chapter, issue a sign permit to the applicant for the work specified within such application and plans.

3. The Board, in its discretion, may extend the time limits of the preceding subsection, provided the applicant consents to such a continuance.

E. Appeal to Council. If a certificate of appropriateness is granted or denied by a concurring vote of fewer than two-thirds of those Board members present, the applicant or any person affected by the Board's decision may take a written appeal to the council within thirty (30) days from the date of such granting or denial. No appeal may be taken unless written notice of intent to file such appeal is made to the Director within seven days of the board's decision denying or granting the certificate. The Village Council shall render its decision within thirty (30) days from the date of such written appeal and its decision shall be final.

F. Standards and Criteria for Issuance. The following factors and characteristics relating to the safety and appearance of signage, shall govern the board's evaluation of design submittals:

1. The sign area shall not exceed the maximum permitted area and shall be in proportion and scale to the building or to other buildings or signs in the surrounding area;

2. Projects which include a number of signs and graphics shall have an overall plan;

3. The amount of information contained in or on any sign or group of signs shall be limited so that it results in a clear and readable design;

4. Signs and graphics shall have a harmonious relationship with nearby signs, buildings and the neighborhood, and shall be designed so as not to adversely affect adjacent structures. In this respect the sign shall be related to its building, structure and neighborhood in terms of size, shape, material, color, texture, lettering, location, arrangement, lighting, and the like;

5. Colors shall be used with restraint and excessive brightness shall be avoided;

6. External lighting shall be arranged so that the light source is screened from view;

7. The additional provisions of this chapter, as specified in this chapter, shall be part of the criteria of the design review process.

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.15)

Section 15.60.160 Amendment to permit work.

It is unlawful to alter or in any way modify or deviate from the permit work. If the owner desires to deviate from the approved construction documents during the progress of permit work, the owner shall submit to the Director a certified description of the changes

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and complete revised construction documents which clearly show all revisions. Prior to proceeding with the work, any amendments to the original permits and approved construction documents shall be approved by the Director or other building officers in accordance with this code.

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.16)

Section 15.60.170 Expiration and revival of permits.

If, after the date that any permit is approved, the permit work has not begun within three months, or substantial progress is not made on the permit work within six months, or the permit work is not completed within fifteen (15) months, or the permit work is suspended or abandoned for a period of three months after it has commenced, then the permit shall lapse. Upon lapse of any permit, all retained fees and deposits shall be forfeited and any permit bonds shall be subject to forfeiture upon approval of the Village Council. No work shall be done under a lapsed permit and no further inspections shall be performed on the work that was the subject of the lapsed permit unless the permit is first revived pursuant to this section. Any request to revive a permit after it has lapsed pursuant to this section shall be considered a new permit application and shall be subject to all fees, costs, deposits and approvals applicable to a new permit application for such work.

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.17)

Section 15.60.180 Failure to complete work.

A. Notice. In the event that the person to whom the sign permit has been granted fails to complete or assure completion of the work required in accordance with the provisions of the permit, the Director shall notify such person in writing of any such failure. If such failure is not corrected within ten (10) days after notification the sign permit may be revoked by order of the Director.

B. Revocation of Permit. Any sign permit or certificate of appropriateness issued under this chapter may be revoked by order of the Village Council when it is shown by satisfactory proof that:

1. The permit was issued without or in excess of the authority of the Director;
2. The application for sign permit and certificate of appropriateness contained material misrepresentation of fact; or
3. The sign(s) or structure was erected, constructed, reconstructed, altered or used in a manner not in compliance with the submittals which served as the basis for the issuance of the permit or certificate of appropriateness.

C. Removal of Signs. In the event of revocation of a sign permit or certificate of appropriateness, the sign(s) or structure authorized by said permit or certificate shall be removed promptly at the expense of the applicant.

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.18)

Section 15.60.190 Review of existing permanent signs.

A. Identification. The Director shall inspect existing permanent signs for the purpose of identifying those existing permanent signs which are not in compliance with this chapter.

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B. Requests for Review. Any person may file a request with the Director for review of specific existing permanent signs. The Director shall inspect such sign or signs for the purpose of determining compliance with the provisions of this chapter.

C. Notice of Violation. The Director shall notify the owner of any existing permanent sign found to be in violation of any provision of this chapter pursuant to inspections made under subsection A or B of this section. The notice shall refer to each section of this chapter under which a violation has been found to exist and the notice shall describe the features found to be deficiencies.

D. Effect of Notice. Each existing permanent sign which is the subject of a notice given under subsection C of this section shall thereupon be classified as a nonconforming sign subject to Section 15.60.200.

E. Appeals. The owner of a sign with respect to which a notice has been given under subsection C of this section above may appeal the determination by the Director by filing an appeal pursuant to Section 15.60.230 not later than thirty (30) days after the date of notice. (Ord. MC-209-98 § 2 (part), 1998: prior code § 27.19)

Section 15.60.200 Nonconforming signs.

A. Any sign that becomes nonconforming as the result of the adoption of this chapter on May 20, 1980, or of any subsequent amendments to this chapter, may be continued, subject to the conditions and limitations of this section; provided, the sign was lawfully in existence at the time of such adoption or amendment and has remained nonconforming.

B. Ordinary repair and maintenance may be made to any nonconforming sign except a sign that is prohibited by Section 15.60.060 of this chapter. For purposes of this provision, the rewiring or change of any electrical element of an internally illuminated sign or the replacement of any neon tubing shall not be considered ordinary repair and maintenance.

C. No nonconforming sign, or part of such sign, shall be operated, maintained or changed in any way if such operation, maintenance or change will either create an additional nonconformity or increase the extent or degree of the existing nonconformity.

D. No nonconforming sign shall be moved in whole or in part to any other location on the same zoning lot unless the Director has determined that the proposed relocation will decrease the degree of nonconformity.

E. If a nonconforming sign is damaged by fire or other casualty to the extent of fifty (50) percent or more of the value of the entire sign (measured in terms of replacement cost for the sign as a whole, and as determined by the Director) it shall not be restored unless the entire sign is made to conform to the provisions of this chapter.

(Amended during 1999 codification; Ord. MC-209-98 § 2 (part), 1998: prior code § 27.20)

Section 15.60.210 Unlawful display deemed nuisance.

It is unlawful to display any sign in violation of the provisions of this chapter. Any sign displayed in violation of this chapter shall be deemed a public nuisance.

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.21)

Section 15.60.220 Enforcement, penalties and revocation of permit.

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A. Authorization of Director. The Director is authorized and empowered to enforce this chapter.

B. Final Inspection Required. Before any use may be made of a sign authorized under the provisions of this chapter, a final inspection of the premises must be obtained from the Director to assure compliance with the evidence upon which the sign permit was issued.

C. Authority of Building Officers. Building Officers are empowered, during reasonable hours, to lawfully enter upon any premises or into any structure or addition to such structure for which a sign permit has been issued but which has not received a final certificate of use or when necessary to do so in the performance of any duty imposed upon them by this code. If entry is refused or not obtained, a Building Officer is authorized to pursue remedies as provided by law or this code.

D. Enforcement Actions. Any Building Officer is authorized to exercise the police power of the Village in order to secure compliance with the provisions of this chapter. Enforcement actions shall include, but not be limited to, the issuance of a stop work order, permit revocation, prosecution for violations, the bringing of a civil action to recover any penalty of fine, or the institution of the appropriate action at law or in equity to restrain, correct or abate such violation or to require the removal of the unlawful use or act. The filing of a civil action to recover any penalty or fine shall preclude incarceration or imprisonment. Prior written notice of a violation shall not be required for the initiation of enforcement actions under this section if the violation creates any emergency or unsafe condition, if the violation is the resumption of an activity that was the subject of a written notice of violation issued within the previous thirty (30) days, or if the Building Officer determines that the violation is part of a pattern of behavior at the site which discloses a disregard for the requirements of this code.

E. Penalties--Fines.

1. Fines for Violations. Except as provided in subsection (E)(2) of this section, any person who violates a provision of this chapter shall be subject to a fine of not less than one hundred dollars (\$100.00) nor more than seven hundred fifty dollars (\$750.00) and the cost of prosecution. The village attorney or, at the direction of the village manager, the village prosecutor, may file a civil action to recover any penalty or fine against any such person; provided, however, that the filing of such civil action shall preclude incarceration or imprisonment.

2. Pre-Court Payment. Except as provided in this paragraph, any person charged with a violation of this chapter may pay directly to the Village, at the Village Hall, the minimum fine applicable to the offense charged, as established in subsection (E)(1) of this section; provided, such payment is made no later than five days before the date of a court hearing set for such violation at the request of the person receiving the citation alleging the violation. A receipt shall be issued for any pre-court payment so made and any violation for which such a pre-court payment has been made shall not be subject to further prosecution. No pre-court payments will be accepted less than five days before the scheduled court hearing date. If more than two violations are issued for the same work site in any thirty (30) day period, only the first two such violations may be subject to a pre-court payment pursuant to this paragraph.

3. Separate Offenses. Each act of violation and each day upon which a violation occurs shall constitute a separate offense.

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(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.22)

Section 15.60.230 Violation of regulations.

A. The Director shall give a written notice of violation to any person displaying a sign in violation of this chapter (other than violations of Section 15.60.180). Such notice shall demand compliance with the requirements of this chapter within forty-eight (48) hours from the time of receipt of such notice (weekends and holidays excluded) for temporary and window signs, and within ten (10) days for other signs.

B. Any person displaying a sign in violation of this chapter after such forty-eight (48) hours or ten (10) day period, as the case may be, shall be subject to a penalty not exceeding seven hundred fifty dollars (\$750.00) per offense. Each day of such violation shall constitute a separate offense with respect to the computation of fines.

C. If a sign shall be found to be unsafe or insecure, or constructed, erected or maintained in violation of this chapter, and if the owner of the sign fails to remove or alter the sign (following proper notice), the sign may be removed or altered by the village at the expense of the owner of the sign.

D. In the event that any sign presents an immediate peril to persons or property, the sign may be removed by the Village summarily and with out notice. Such removal without notice shall not preclude the Village from recouping the costs of such removal.

E. In addition to other remedies as specified in this chapter, the Village may institute any appropriate action or proceeding to prevent, restrain, correct, or abate any violation of this chapter, including such actions as may be necessary for the Village to recoup costs incurred in pursuance of the removal or alteration of signs as may be required by this chapter.

F. Any permit shall be a license to proceed with the permit work and shall not be construed as authority to violate, cancel or set aside any provision of this code or any other applicable law.

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.23)

Section 15.60.240 Appeals.

A. An appeal may be taken to the Sign Board of Appeals from any order, requirement, decision or determination made by the Director in the enforcement of this chapter, which appeal shall act as a stay of all proceedings in furtherance of the action appealed from until a final decision by the Sign Board.

B. All final decisions of the Sign Board under this section shall be subject to judicial review pursuant to the provisions of the Administrative Review Act approved May 8, 1945 and all amendments and modifications (735 ILCS 5/3-101, et seq.).

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.24)

Section 15.60.250 Variations.

A. Any person may apply to the Sign Board for a variation from the terms of this chapter and a permit to construct or alter or maintain any sign which does not conform to the requirements of this chapter.

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B. No variation application shall be accepted unless it is complete. Variation applications shall be made on forms provided by the Director. Variation application fees shall be set from time to time by resolution of the Village Council.

C. Variations shall be permitted only if:

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.

D. Every variation granted by the Sign Board shall be accompanied by findings and facts specifying the reasons for granting the variation.

E. Notwithstanding the provisions of this section, the Sign Board shall not have the power to:

1. Permit signs that are prohibited;
2. Waive permit requirements;
3. Permit signs which violate the safety and maintenance provisions of Section 15.60.130;
4. Vary the nonconforming sign provisions of Section 15.60.150 as applied to any given sign.

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.25)

Section 15.60.260 Liability for damages.

Neither the provisions of this chapter nor the issuance of any sign permit or certificate of appropriateness shall be construed as relieving any person erecting, owning or maintaining any sign from liability arising by reason or personal injury or property damage resulting from such sign or work relating to such sign, or as limiting the liability of any such person by reason of personal injury or property damage so resulting. The provisions of this chapter shall not be construed as imposing upon the Village or its officials or employees any liability by reason of the approval of any sign under any of the provisions of this chapter.

(Ord. MC-209-98 § 2 (part), 1998: prior code § 27.26)

The Village of

Winnetka

Design Guidelines

Signage Excerpts



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.