

**MEETING MINUTES OF THE  
PLAN COMMISSION**

**March 6, 2013**

**7:00 P.M.**

**LINCOLNWOOD VILLAGE HALL  
COUNCIL CHAMBERS  
6900 NORTH LINCOLN**

**MEMBERS PRESENT:**

Chairman Paul Eisterhold  
Patricia Goldfein  
Sue Auerbach  
Steve Jakubowski  
Don Sampen

**MEMBERS ABSENT:**

George Touras  
Mark Yohanna

**STAFF PRESENT:**

Community Development Manager Aaron N. Cook, AICP  
Community Development Coordinator Lauren Wolf

**VILLAGE COUNSEL**

None.

**I. CALL TO ORDER**

Chairman Eisterhold noted a quorum of four members present and called the meeting to order at 7:05 p.m.

**II. APPROVAL OF MINUTES**

Motion to approve the February 6, 2013 Plan Commission minutes was made by Commissioner Goldfein and Seconded by Commissioner Sampen. Motion approved 4-0.

Motion to approve the February 20, 2013 Plan Commission workshop minutes with minor grammatical corrections was made by Commissioner Goldfein and Seconded by Commissioner Sampen. Motion approved 4-0.

**III. PUBLIC HEARING: Commercial Masonry Requirements – Zoning Code Text Amendment** *(Continued from February 6, 2013, January 9, 2013, December 5, 2012, November 7, 2012, September 5, 2012 & August 1, 2012)*

**Request: Text Amendment to Modify the Commercial Design Standards Relative to Masonry Requirements and to Consider Definition of “Masonry”**

Chairman Eisterhold stated that some agenda items will be skipped tonight.

Development Manager Cook stated at the last meeting the Commission discussed in more detail the acceptable masonry materials.

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Commissioner Goldfein noted some grammatical changes to the language of the proposed text amendment. Strike from the definition, **that may include, but not limited to:** and insert **In Addition, the required high quality materials** from the following list.

Commissioner Jakubowski joined the meeting.

Chairman Eisterhold asked if anyone in the audience wanted to speak on the matter. There was none. Commissioner Sampen made a motion to approve the proposal and amendments. Seconded by Commissioner Auerbach. Motion carried 5-0.

**IV. PUBLIC HEARING: Sign Requirements – Zoning Code Text Amendment**  
*(Continued from February 6, 2012 & January 9, 2013)*

**Request: Text Amendment to Review Requirements for A-Frame, Sandwich Board, and Similar Signs**

Development Manager Cook indicated to the Commission that Staff receives many inquiries about these signs. The text states that they are prohibited, but then again it states they are allowed, but prohibited in the Village right-of-way. Staff has shared this issue with Chairman Malkin of the Zoning Board of Appeals. The goal is to control signage, the number of signs, the location of signs, and the size and color. Need to regulate to allow for appropriate uses.

Chairman Eisterhold briefly went through other communities sign allowances. These signs do need to be regulated because all other signs are regulated. The impression is that businesses will abide by the code. Need to be positive in how we affect businesses. Want to accommodate businesses, but do not want to add clutter to the streetscape. Need to make sure that these signs are maintained properly and the general appearance needs to be up kept. Feel more comfortable if the signs are only allowed on private property.

Commissioner Jakubowski noted that he likes the way the Morton Grove ordinance is written for temporary signage. Although, only when the business is open should the signs be allowed outside.

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to May 1, 2013 to incorporate Morton Grove's ordinance into our Staff Report made by Commissioner Jakubowski and Seconded by Commissioner Auerbach. Motion approved 5-0 Aye.

**V. PUBLIC HEARING: Notice Requirements – Zoning Code Text Amendment**  
*(Continued from February 6, 2013 & January 9, 2013)*

**Request: Text Amendment to Review Notice Requirements for Public Hearings**

Development Manager Cook explained to the Commission that the suggestive nature of the notice requirements is difficult to know and understand when to enact the additional notification allowance. There is a legal concern that when determination for one and not

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the other is enacted. Staff looked at other communities and they had no such additional notification requirements.

Commissioner Jakubowski and Sampen did not see a concern with the language. Chairman Eisterhold and Commissioner Auerbach did not like the language and agree with Staff that it should be removed.

Commissioner Jakubowski indicated that he would like the Village Attorney to opine on this requirement and bring this back to the Commission.

Chairman Eisterhold stated that the 250 foot requirement is a common number. Also, suggested on a corner lot there should be two public hearing notification signs.

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to May 1, 2013 in order to speak with the Village Attorney on this matter made by Commissioner Jakubowski and Seconded by Commissioner Goldfein. Motion carries 4-1. Commissioner Sampen Nay.

**VI. PUBLIC HEARING: Definitions – Zoning Code Text Amendment (*Continued from February 6, 2013 & January 9, 2013*)**

**Request: Text Amendment to Definition Section to consider Modifying and Adding Certain Definitions Including but Not Limited to “Floor Area, Gross; Lot Coverage, and Development Site.**

Development Manager Cook began with an explanation that Lincolnwood allows 60% lot coverage. The zoning term is impervious coverage. Any man made item; detached garage, deck, patio, sidewalk, footprint of the home and driveway. These features when added together should not be more than 60% of the lot. The Zoning Ordinance fails to define what is included towards meeting that standard. Staff proposes to add a definition of impervious coverage.

Commissioner Goldfein stated that Mr. Cook verbally included deck, and that is not included in the written language. Mr. Cook indicated that simply because it allows for storm water to drain and absorb into the earth, that is a storm water function. A deck would be the same, but it has a huge impact on what your backyard is. Deck will be added into the list. Mr. Cook stated that this is an attempt to define something that is already in place.

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to approve and recommend the definitions made by Staff by Commissioner Auerbach and Seconded by Commissioner Jakubowski. Motion approved 5-0 Aye.

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**VII. PUBLIC HEARING: Health Club or Private Recreation and Firearms Shooting Ranges – Zoning Code Text Amendment**

**Request: Text Amendment to Definition Section to consider Modifying and Adding Certain Definitions Including but Limited to Health Club or Private Recreation and Firearms Shooting Ranges as a Special Use in M-B District Subject to Certain Restrictions, and the Addition or Modification of Off-Street Parking Requirements for Firearms Shooting Ranges, Commercial Recreation Facility, or Other Similar Uses (Continued from February 6, 2013)**

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to May 1, 2013 made by Commissioner Sampen and Seconded by Commissioner Auerbach. Motion approved 5-0 Aye.

**VIII. PUBLIC HEARING: Definitions – Zoning Code Text Amendment**

**Request: Text Amendment to Definition Section to consider Modifying and Adding Certain Definitions Including but Not limited to Banquet Facility, Banquet Hall, Façade, Fence or Semi Private Fence, Restaurant and Restaurants, Fast-Food or Carryout (Continued from February 6, 2013)**

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to May 1, 2013 made by Commissioner Sampen and Seconded by Commissioner Auerbach. Motion approved 5-0 Aye.

**IX. PUBLIC HEARING: Accessory Structures – Zoning Code Text Amendment**

**Request: Text Amendment to Permitted Obstructions in Required Yards Section to consider Modifying Regulations Including but Not Limited to Open Balconies, Porches, and Open Patios or Terraces (Continued from February 6, 2013)**

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to May 1, 2013 made by Commissioner Sampen and Seconded by Commissioner Auerbach. Motion approved 5-0 Aye.

**X. PUBLIC HEARING: Compliance Deadlines for Fences – Zoning Code Text Amendment**

**Request: Text Amendment to Consider Modifying or Eliminating Compliance Deadlines Associated with Fence Violations (Continued from February 6, 2013)**

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to May 1, 2013 made by Commissioner Sampen and Seconded by Commissioner Auerbach. Motion approved 5-0 Aye.

**XI. PUBLIC HEARING: Land Use Requirements – Zoning Code Text Amendment**  
**Request: Text Amendment to Consider Massage Therapy as Permitted, Special Use, or Prohibited Use in Certain Zoning Districts (Continued from February 6, 2013)**

Development Manager Cook stated that Massage Therapy is not found in the land use table. Yet, the more specific reference to a preferred use type in the overlay district includes this as a specific land use type. The matter before the Commission is a consideration of Massage Therapy and identifying that if it is a permitted use, special use or a prohibited use based on the Zoning District. In order to be fairly consistent with the

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framework of the Zoning Ordinance it would be fair to say Residential is clearly prohibited and the Plan Commission should discuss Business District and Office District.

The Commission agreed as a whole that massage therapy or other health related uses should be allowed in the following districts; Business B1, B2, B3 and Office as a permitted use.

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to approve the definitions and allowed uses made by Commissioner Jakubowski and Seconded by Commissioner Auerbach. Motion approved 5-0 Aye.

**XII. PUBLIC HEARING: Appeals of Administrative Order or Zoning Officer – Zoning Code Text Amendment**

**Request: Text Amendment to Consider Modification Concerning the Zoning Board of Appeals as the Final Administrative Determination Body for the Village of Lincolnwood (Continued from February 6, 2013)**

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to May 1, 2013 made by Commissioner Sampen and Seconded by Commissioner Auerbach. Motion approved 5-0 Aye.

**XIII. PUBLIC HEARING: Vote Requirements – Zoning Code Text Amendment**

**Request: Text Amendment to Consider Modifying or Eliminating Voting Deadlines for Plan Commission and Zoning Board of Appeals (Continued from February 6, 2013)**

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to May 1, 2013 made by Commissioner Sampen and Seconded by Commissioner Auerbach. Motion approved 5-0 Aye.

**XIV. PUBLIC HEARING: Driveway Requirements – Zoning Code Text Amendment**

**Request: Text Amendment to Consider Residential Driveway Requirements (Continued from February 6, 2013)**

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to May 1, 2013 made by Commissioner Sampen and Seconded by Commissioner Auerbach. Motion approved 5-0 Aye.

**XV. PUBLIC HEARING: Final Approval Procedure of Planned Unit Development – Zoning Code Text Amendment**

**Request: Text Amendment to Consider Requiring Public Hearing for Final Approval of Planned Unit Development (Continued from February 6, 2013)**

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to May 1, 2013 made by Commissioner Sampen and Seconded by Commissioner Auerbach. Motion approved 5-0 Aye.

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**XVI. PUBLIC HEARING: Illumination/Glare Requirements for Signs – Zoning Code Text Amendment**

**Request: Text Amendment to Organize or Modify References to Glare Reduction Regulations for Signs (*Continued to February 6, 2013*)**

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to May 1, 2013 made by Commissioner Sampen and Seconded by Commissioner Auerbach. Motion approved 5-0 Aye.

**XVII. OTHER BUSINESS:**

Public Hearing Procedures will discuss at a future meeting.

**XVIII. PUBLIC COMMENT:** None.

**XIX. ADJOURNMENT:**

The next Plan Commission public hearing will be held on April 3, 2013. Hearing no further business, Motion to adjourn made by Commissioner Sampen. Seconded by Commissioner Auerbach. Motion approved unanimously 5-0. Meeting adjourned at 9:34 PM.

Respectfully submitted,

Lauren Wolf  
Community Development Department Coordinator