

**MEETING MINUTES OF THE  
PLAN COMMISSION**

**June 5, 2013**

**7:00 P.M.**

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

**MEMBERS PRESENT:**

Chairman Paul Eisterhold  
Irving Fishman  
Don Sampen  
Mark Yohanna  
Patricia Goldfein

**MEMBERS ABSENT:**

Sue Auerbach  
Steve Jakubowski

**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 five members present and called the meeting to order at 7:07 p.m. Chairman Eisterhold notified the public that Commissioner Jakubowski would be absent.

**II. APPROVAL OF MINUTES**

Motion to approve the May 1, 2013 Plan Commission minutes was made by Commissioner Sampen and Seconded by Commissioner Goldfein. Motion approved 3-0-2 with Commissioner Yohanna and Fishman abstaining.

**III. Public Hearing: Illumination/Glare Requirements for Signs – Zoning Code Text Amendment (*Continued from May 1, 2013, March 6, 2013, and February 6, 2013*)  
Request: Text Amendment to Organize or Modify References to Glare Reduction Regulations for Signs**

Development Manager Cook indicated that this matter will need to be continued. Staff is working on specific language to bring back to the Commission. The Village recently amended the Sign Chapter of the Zoning Code for glare requirements with maximum foot candle level of 75 foot candles. There are other glare references within the Sign Chapter. Staff noticed scattered through-out the code there are many different mentions. Brought this forward to the Commission to make the Sign Chapter more user friendly. Staff has

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been working with Sign Contractors for their point of view. Staff can also put together research on how other communities handle this. The Sign Chapter also needs to be cleaned up.

Commissioner Sampen made a motion to continue to the August 7, 2013 Plan Commission Meeting to allow Staff to put together a formal packet. Seconded by Commissioner Goldfein. Motion carried 5-0.

**IV. PUBLIC HEARING: Sign Requirements – Zoning Code Text Amendment  
(Continued from May 1, 2013, March 6, 2013, February 6, 2013 & January 9, 2013)  
Request: Text Amendment to Review Requirements for A-Frame, Sandwich Board,  
and Similar Signs**

Chairman Eisterhold noted that the Marathon Gas Station on Cicero and Pratt had new A-frame signs in the parkway this past weekend. The signs were too small to read what they said, but did capture his attention.

Development Manager Cook explained the three sections that are effected by Staff language. Amendment to Section 11.04(8) regarding Special Event/Grant Opening Signs, this section has been modified to clarify such signs are permitted on private property only. This section has also been amended to eliminate references to portable signs and A-frame signs as a new section will be added that will regulate these types of signs. A new section 11.04(9) Portable/A-frame/Sandwich Board Signs: This is the new section containing the regulations that are proposed passed on the Morton Grove model. This new section has been added to the “Permitted on premises signs” section. All signs within this section require sign permits. Lastly, the deleted section 11.06(1) eliminate reference within “Prohibited Signs” section as A-frame/sandwich board signs are not prohibited. Staff believes this section can be eliminated as A-frame/sandwich board signs located within the public right-of-way are prohibited. This is the section that staff would use to regulate the improper placement of a portable/A-frame/sandwich board within the right-of-way.

Commissioner Sampen suggested that within 11.04(9) allowed signs to change i. and vii. to read limited to one (1) for each frontage of a ~~tenant~~ business space, and that signs shall only be displayed during the hours that the ~~tenant~~ business space is open for business.

Development Manager Cook indicated that in an effort to clean up this section regarding A-frame signs the signs in place today likely to not comply, but enforcement has not started because the ambiguity of the Sign Chapter to find compliance.

The Plan Commission struggled with requiring a permit for A-frame signs. Discussion ensued.

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none.

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Motion was made by Commissioner Fishman to recommend the Text Amendment to the three codes relative to A-frame/Portable/Sandwich Board Signs as written by Staff with the exception to changes as follows; proposed 11.04(9) –i. and vii. change tenant to business, 11.04(9) moved to under exempt signs in 11.05(24) , and that the suggestion of the enforcement of these new provisions will not take place until January 1, 2014. Seconded by Commissioner Goldfein. Motion approved 5-0 Aye.

**V. PUBLIC HEARING: Notice Requirements – Zoning Code Text Amendment**  
***(Continued from May 1, 2013, March 6, 2013, February 6, 2013 & January 9, 2013)***  
**Request: Text Amendment to Review Notice Requirements for Public Hearings**

Development Manager Cook explained last meeting this was continued due to a 2-2 vote. Discussion ensued.

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none.

Motion to remove and eliminate 5.20 (1)e the Zoning Officer discretionary rule and keep the 250 feet mailing requirement. Seconded by Commissioner Yohanna. Vote 3-1-1  
Commissioner Sampen voted No, Commissioner Goldfein Abstained.

**VI. 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 May 1, 2013, March 6, 2013 & February 6, 2013)***

Development Manager Cook indicated to the Commission that Trustee Cope had some concerns relative to this definition Text Amendment. Would like to continue this meeting to allow him to be present.

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to August 7, 2013 made by Commissioner Yohanna and Seconded by Commissioner Goldfein. Motion approved 5-0.

**VII. 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 May 1, 2013, March 6, 2013 & February 6, 2013)***

Development Manager Cook indicated there are three various obstructions are permitted. However a review is necessary at this time. Within those three we should discuss open patios. Currently, a resident is interested in the outcome of this discussion. The Zoning Ordinance has unclear language when discussing open patios when it pertains to the size of patios. Open patios are permitted as follows: Open patios or terraces in a residential

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district, provided that they are at least four feet from all side and rear property lines, not over four feet above the average level of the adjoining ground and do not project over ten feet (excludes covered porches). The portion of the regulation that staff seeks consideration by the Plan Commission is the part that states, do not project over ten feet. There is not starting point of that measurement, it can't be interpreted in any number of ways. Staff believes that the requirement is intended to limit patios to not extend more than ten feet into the required rear yard. It would be very restrictive to limit patios to not extend more than ten feet from the principal structure.

Commissioner Yohanna stated that it is all about the obstruction, and the language. A raised patio is an obstruction, the flat patio is not. Commissioner Sampen indicated that should exclude patios at grade and raised patios and terraces that project over 10 feet from principal structure. Need to change ~~open~~ to raised open patio.

Commissioner Yohanna suggested to not apply this section to apply to driveway or patio coming from the house. Give staff the liberty to re-draft this provision. Suggestions:

- Only raised patio and terraces
- Four foot height to remain
- Allow patios to invade 10 feet in required rear setback and the limitations to how far things can project measured from principal structure.
- Front 10 feet

Staff will revise and come back to future meeting.

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none.

Motion to continue to July 10, 2013 by Commissioner Yohanna and Seconded by Commissioner Sampen. Motion approved 5-0 Aye.

**VIII. PUBLIC HEARING: Voting 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 March 6, 2013 & February 6, 2013*)**

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to August 7, 2013 made by Commissioner Yohanna and Seconded by Commissioner Fishman. Motion approved 5-0 Aye.

**IX. PUBLIC HEARING: Driveway Requirements – Zoning Code Text Amendment Request: Text Amendment to Consider Residential Driveway Requirements (*Continued from March 6, 2013 & February 6, 2013*)**

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to August 7, 2013 made by Commissioner Yohanna and Seconded by Commissioner Fishman. Motion approved 5-0 Aye.

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**X. 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 March 6, 2013 & February 6, 2013*)**

Chairman Eisterhold asked if there was anyone in the audience who wanted to comment. There was none. Motion to continue to August 7, 2013 made by Commissioner Yohanna and Seconded by Commissioner Fishman. Motion approved 5-0 Aye.

**XI. OTHER BUSINESS:**

Public Hearing Procedures will discuss at a future meeting.

**XII. PUBLIC COMMENT:** None.

**XIII. ADJOURNMENT:**

The next Plan Commission public hearing will be held on July 10, 2013. Hearing no further business, Motion to adjourn made by Commissioner Yohanna. Seconded by Commissioner Sampen. Motion approved unanimously 5-0. Meeting adjourned at 9:31 PM.

Respectfully submitted,

Lauren Wolf  
Community Development Department Coordinator