MEETING MINUTES OF THE PLAN COMMISSION APRIL 4, 2018 – 7:00 P.M.
LINCOLNWOOD VILLAGE HALL COUNCIL CHAMBERS 6900 NORTH LINCOLN AVENUE LINCOLNWOOD, ILLINOIS 60712

MEMBERS PRESENT:
Chairman Mark Yohanna
Steven Jakubowski
Adi Kohn
Henry Novoselsky
Anthony Pauletto
Don Sampen

MEMBERS ABSENT:
Sue Auerbach

STAFF PRESENT:
Doug Hammel, Community Development Manager
Kathryn Kasprzyk, Community Development Coordinator

I. Call to Order
Chairman Yohanna noted a quorum of six members and called the meeting to order at 7:05 p.m.

II. Pledge of Allegiance

III. Approval of Minutes

Motion to recommend approval of the March 7, 2018 Plan Commission Minutes was made by Commissioner Sampen and seconded by Commissioner Pauletto.

Aye: Sampen, Pauletto, Jakubowski, Kohn, and Yohanna
Nay: None
Abstain: Novoselsky
Motion Approved: 5-0

IV. Case #PC-03-18: 3900-3910 West Devon Avenue – Approval of a Final Plat of Consolidation

Chairman Yohanna announced Case #PC-03-18 for consideration of a request by property owner Sacred Learning NFP to approve a Final Plat of Consolidation.
Development Manager Hammel reviewed Plan Commission approvals from the March 7, 2018 meeting. These approvals included a Preliminary Plat of Consolidation, with the condition that the vacant building at 3910 West Devon Avenue is demolished before the Final Plat of Consolidation is recorded; Special Use requests for parking in the Front and Corner Side Yards; a Variation for parking lot landscape screening along the west lot line; and a monument sign setback Variation, with the condition that only one sign will be permitted on the consolidated parcels.

The Village Board agreed with the Plan Commission’s approvals at their March 20, 2018 meeting. Additionally, the Village Board approved parkway parking on Prosesl Avenue, with the condition that the southernmost space be replaced with landscaping, and the installation of a four-foot sidewalk along the west lot line.

Comments from Village Engineer Jim Amelio were provided for review and discussion. It was noted that even though these comments will not impact Final Plat approval, the following conditions will need to be addressed before Village approval:

- The current south lot line of Lot 38 should be labeled;
- The subdivision name associated with Lot 38 should be printed on the sheet by the label for Lot 38;
- The Plat should be revised to formally dedicate the south 50 feet of Parcel 1 and the south 10 feet of Parcel 2 for public right-of-way to match the existing monumentation and occupation;
- It should be noted if the 11-foot-wide utility easement at the north end of Parcel 1 is existing or proposed;
- On Parcels 1 and 2, building and parking setback lines are noted, but not on Lot 38. All applicable setback lines should be depicted on Lot 38;
- The legal description within the Surveyor’s Certificate should except out the south 17 feet of Lot 38; and
- If new utility or other easements are depicted, appropriate easement provisions should be added.

Mr. Chris Canning, attorney for the Sacred Learning Center, asked for clarification regarding the dedication of a 60-foot swath of land adjacent to Devon Avenue.

Chairman Yohanna asked if there was anyone from the audience who would like to address the Plan Commission on this matter. Let the record state that no one came forward.

**Motion to recommend approval** of a Final Plat of Consolidation, subject to Village Engineer approval and the condition that the vacant building at 3910 West Devon Avenue is demolished, was made by Commissioner Sampen and seconded by Commissioner Pauletto. This Case will be heard at the April 17, 2018 meeting of the Village Board.

Aye: **Sampen, Pauletto, Jakubowski, Kohn, Novoselsky, and Yohanna**
Nay: None
Motion Approved: 6-0
V. **Case #PC-04-18: 6755 North Cicero Avenue – Amendment to Ordinance No. 2017-3625 Related to Previously Granted Special Sign Approval and Variations**

Chairman Yohanna announced Case #PC-04-18 for consideration of a request by property owner Phil Stefani, Managing Member of Stefani Restaurant Group, to amend approvals and relief previously granted in Ordinance No. 2017-3265 to permit a revised sign design for a pole sign and a Variation to allow an increase in the maximum permitted wall sign area.

Development Manager Hammel stated that Case #PC-05-18, an amendment to Ordinance No. 2017-3265 related to a previously-granted Variation for parking space quantity for 6755 North Cicero Avenue will be renoticed and heard at the May 2, 2018 Plan Commission meeting.

Development Manager Hammel reviewed the approvals granted by Ordinance No. 2017-3265, adopted on May 2, 2017, related to Variations for a pole/pylon sign within 75 feet of a residential zoning district, a Variation for pole/pylon sign area, and a Variation for wall sign area. The proposed signs would require approval to amend the approved Ordinance to reduce the pole sign area from 71.6-square feet to 50-square feet instead of the permitted 48-square feet; increase the permitted west elevation wall sign area from 16.8-square feet to 21.3-square feet, rather than the permitted 11-square feet, while removing approval for the north elevation wall sign; and to modify the proposed sign design. The amended Variations will result in a reduction in the overall number of signs, a 33-square-foot reduction of sign area, and a different aesthetic character.

The Petitioner stated that installation of the signs was needed before the restaurant opening. The Petitioner was required to sign a Proceed at Own Risk Declaration in case the installed signs were not approved. In that case, the installed signs must be removed and replaced with signs compliant with the approved Ordinance.

Commissioner Jakubowski stated he believes the sign code is too restrictive and asked staff if this topic should be revisited.

Chairman Yohanna asked if there was anyone from the audience who would like to address the Plan Commission on this matter. Let the record state that no one came forward.

**Motion to recommend approval** to amend approvals and relief previously granted in Ordinance No. 2017-3265 to permit a revised sign design for a pole sign and a Variation to allow an increase in the maximum permitted wall sign area was made by Commissioner Pauletto and seconded by Commissioner Novoselsky. This Case will be heard at the April 17, 2018 meeting of the Village Board.

Aye: Pauletto, Novoselsky, Jakubowski, Kohn, Sampen, and Yohanna
Nay: None
Motion Approved: 6-0

VI. **Discussion: Plan Commission Biennial Report: 2016-2018**

Biennial Reports are given by each Commission to the Village Board every two years. The Biennial Report provides information related to actions undertaken by each Commission, nature
of the cases or requests heard, goals for the next two years, and questions or comments for the Village Board. The report will be presented at the May 1, 2018 Committee of the Whole.

Between October 2016 and March 2018, the Plan Commission conducted 16 Public Hearings. The Public Hearings consisted of five Text Amendments, four requests with Special Uses and Variations, three Plats of Subdivision/Consolidation, two Map/Text Amendments, two Plats with Special Uses and/or Variations, one Special Use request, and one Reasonable Accommodation.

Draft goals include conducting a comprehensive review and undertake necessary amendments to the Sign Ordinance, amend the Zoning Ordinance to improve the general clarity and presentation of various Code requirements, review and comment on the North Gateway Sub-Area Plan (the area around the Lincoln-Touhy Triangle site), and review and recommend concept plans and requested zoning approvals for the Lincoln-Touhy Triangle site.

Requested actions include discussion of goals with any appropriate modifications, discussion of specific questions or comments for the Village Board, and approval of the 2018 Plan Commission Biennial Report for presentation at the May 1, 2018 Committee of the Whole.

Commissioner Sampen asked staff if the Village Board feels the Plan Commission spends too much or too little time for case reviews. Development Manager Hammel replied that Trustees have mentioned how thorough the Plan Commission has been in their deliberations.

Chairman Yohanna mentioned the Village has had a reputation in the past as not being as business friendly as they should be, but believes the Village is moving in the right direction to streamline the process.

Commissioner Jakubowski asked if a review of the building codes is warranted, especially as it pertains to the installation of residential fire sprinkler systems. Many residents have mentioned the difficulty and costs associated with the fire sprinkler requirement. Staff replied this issue would require Fire Department input as they are the authority regarding fire sprinkler systems. Village President Bass agreed with Commissioner Jakubowski’s comments.

Commissioner Novoselsky asked for the Village Board to look at the existing O classification as it impacts single-family residences to the north and northwest side of Cicero Avenue. Commissioner Novoselsky also mentioned a zoning review for the Lincoln-Touhy triangle.

Motion to recommend approval of the Biennial Report, as amended, was made by Commissioner Novoselsky and seconded by Commissioner Pauletto.

Aye: Novoselsky, Pauletto, Jakubowski, Kohn, Sampen, and Yohanna
Nay: None
Motion Approved: 6-0

VII. Next Meeting

The next meeting of the Plan Commission is scheduled for Wednesday, May 2, 2018.
VIII. Public Comment

Chairman Yohanna asked if there was anyone from the audience who would like to address the Plan Commission. Let the record state that no one came forward.

X. Adjournment

Motion to recommend adjournment was made by Commissioner Sampen and seconded by Commissioner Pauletto. Meeting adjourned at 7:50 p.m.

Aye: Sampen, Pauletto, Jakubowski, Kohn, Novoselsky, and Yohanna
Nay: None
Motion Approved: 6-0

Respectfully submitted,

Kathryn Kasprzyk
Community Development Coordinator