MEETING MINUTES
OF THE
PLAN COMMISSION
MARCH 7, 2018 – 7:00 P.M.

LINCOLNWOOD VILLAGE HALL
COUNCIL CHAMBERS
6900 NORTH LINCOLN AVENUE
LINCOLNWOOD, ILLINOIS 60712

MEMBERS PRESENT:
Chairman Mark Yohanna
Sue Auerbach
Steven Jakubowski
Adi Kohn
Anthony Pauletto
Don Sampen

MEMBERS ABSENT:
Henry Novoselsky

STAFF PRESENT:
Steve McNellis, Community Development Director
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 7:00 p.m.

II. Pledge of Allegiance

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

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

IV. Case #PC-04-18: 6755 North Cicero Avenue – Amendment to Ordinance No. 2017-3265 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. Chairman Yohanna announced the Petitioner has requested this Case be continued to the April 4, 2018 Plan Commission meeting.

**Motion to continue**, without discussion, to a date certain of April 4, 2018, was made by Commissioner Sampen and seconded by Commissioner Auerbach.

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

V. **Case #PC-05-18: 6755 North Cicero Avenue – Amendment to Ordinance No. 2017-3265 Related to Previously Granted Variation for Parking Space Quantity**

Chairman Yohanna announced Case #PC-05-18 for consideration of a request by property owner Phil Stefani, Managing Member of Stefani Restaurant Group, to amend the approved relief previously granted in Ordinance No. 2017-3265 to permit a Variation to further decrease the minimum number of required off-street parking spaces from the previously approved 51 spaces to 47 spaces, on a seasonal basis, to permit installation of a temporary outdoor seating area and enclosure. Chairman Yohanna announced the Petitioner has requested this Case be continued to the April 4, 2018 Plan Commission meeting.

**Motion to continue**, without discussion, to a date certain of April 4, 2018, was made by Commissioner Sampen and seconded by Commissioner Auerbach.

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

VI. **Case #PC-03-18: 3900-3910 West Devon Avenue – Two-Lot Consolidation, Special Use for the Resulting Lot, and Variations for Greater Than One Monument Sign, Monument Sign Landscaping, and Monument Sign Setback**

Chairman Yohanna announced Case #PC-03-18 for consideration of a request by property owner Sacred Learning NFP to permit: 1) consolidation of the properties commonly known as 3900 West Devon Avenue and 3910 West Devon Avenue; 2) Special Use approval to permit parking in the Front and Corner Side Yards of the resulting lot; and 3) Variations related to a second monument sign on the consolidated property, required landscaping around the second monument sign; the required setback of the monument sign, and parking lot landscape screening. Chairman Yohanna swore in the witnesses.

Development Manager Hammel provided an overview and background for the subject property which will house the Sacred Learning Center currently under construction. A vacant industrial building at 3910 West Devon Avenue is to be torn down to accommodate a parking lot. It was noted that the previously-approved Special Uses and Variations will stay intact. The consolidation would add 75 parking spaces on the lot, 26 parkway spaces, and a new access point to Proesel Avenue. The Petitioner has asked for approval from the Traffic Commission to maintain parkway parking along Proesel Avenue that is already in place.
Required approvals include a review of the Preliminary Plat of Consolidation to consolidate the two parcels into one. If approved by the Plan Commission, the Preliminary Plat will require Village Board approval. If approved by the Village Board, a Final Plat of Consolidation would require approval from the Plan Commission and Village Board.

Special Use approval is required for parking in the Front and Corner Side Yard at 3910 West Devon Avenue. Front Yard parking at 3900 West Devon Avenue was approved in 2015.

The first Variation is requested for relief from the parking lot screening requirements along the west edge of the parking lot. The proposed plan indicates a landscape area of 3.22 feet. The Code requires perimeter landscaping with lots of more than five spaces to have an eight-foot-wide landscape strip or a five-foot-wide landscape strip that includes a masonry wall. Two of the parkway stalls would be converted to landscaped islands.

The second Variation is requested for a second monument sign on the southwest corner of the property at Proesel and Devon Avenues. Village Code requires monument signs be set back ten feet from exterior lot lines. This monument sign is proposed to be set back three feet from Devon Avenue and five feet from Proesel Avenue.

The third Variation is requested for relief from the minimum monument sign landscaping. No decorative landscaping has been proposed.

Items discussed at the February 22, 2018 Traffic Commission Hearing included parkway parking on Proesel Avenue, on-site pedestrian connections, and general traffic access/circulation. Staff noted the Petitioner has enough parking per Village Code, but not enough to meet their peak parking demands. The Traffic Commission recommended approval to keep the parkway parking along Proesel Avenue, even though staff recommended restoration of the parkway based on the Petitioner’s traffic study.

Also discussed at the Traffic Commission was the requirement for a five-foot-wide public sidewalk along the perimeter, which the proposed plan does not provide. The required five-foot sidewalk would ideally be located between the parking lot and the parkway. Even though this item does not fall under the purview of the Plan Commission, the Plan Commission can offer an opinion whether or not a pedestrian connection should potentially be provided as this would be a planning issue, rather than a zoning and regulatory issue. The Traffic Commission requested the Plan Commission and Village Board consider the appropriateness of requiring a sidewalk as some Traffic Commission members expressed safety concerns if a sidewalk was not provided. Staff noted that there is only 21 feet of available space to accommodate the required 18-foot parkway parking stall, the 5-foot sidewalk, and the required 8-foot parking lot screening.

The Traffic Commission discussed the new access point at Schreiber Avenue and what it meant for traffic circulation. Currently, the only access point in and out of the Sacred Learning Center is on Devon Avenue. A potential concern for the new access point could direct traffic to Lincoln Avenue along residential properties that front on Proesel Avenue. The Traffic Commission had no significant concerns regarding traffic patterns and felt the traffic north to Lincoln Avenue would be minimal.

Development Manager Hammel stated eleven emails and a petition were received in support of the proposed development, with no stated objections. Staff restated the requested actions and
opinions to be considered by the Village Board at their March 20, 2018 meeting if action is taken tonight by the Plan Commission.

Development Director McNellis reviewed the previously-approved Variations which included monument sign setback and landscaping requirements, perimeter landscaping and screening requirements, size of planting islands, and to permit a refuse enclosure in one of the planting islands.

Chris Canning, attorney for the Sacred Learning Center, summarized the operational needs for the requested actions.

Sayeed Shariff, Executive Director of the Sacred Learning Center, provided a brief history. The Sacred Learning Center has been on Chicago’s north side for the past 18 years and have been operating out of different mosques in the area. The Sacred Learning Center acquired the property at 3900 West Devon Avenue in 2014 after being vacant for many years. Construction started in April 2017 and they hope to be finished by this summer. Mr. Shariff stated that there are over 400 families of Islamic faith living in Lincolnwood. Although the parking lot does meet Zoning Code standards, the configuration was cause for concern. They have invested a lot of money to purchase these two properties so as to not disturb the neighbors and to meet the requirements of the Comprehensive Plan.

There are two sessions of main prayers occurring on Fridays between 12:00 p.m. and 2:00 p.m. Daily, there are five prayer sessions. The parkway parking on Proesel Avenue is needed to ensure overflow parking will not occur on residential streets. Mr. Shariff anticipates the use of all the parking spaces, including the parkway, during peak hours. It is their intent to be a good neighbor. Commissioner Sampen expressed concern regarding the timing between prayer sessions.

Commissioner Jakubowski welcomed and thanked Mr. Shariff for the many contributions he and his organization has made to the Village. Commissioner Jakubowski inquired as to how many times a year will the overflow be so great that street parking will be needed. Mr. Shariff stated that Friday prayers occur from 12:00 p.m. to 1:00 p.m. and 1:00 p.m. to 2:00 p.m. Friday prayers are predicated on sunlight which limits their prayer hours, especially during winter months. Commissioner Jakubowski and Commissioner Auerbach had concerns about traffic congestion, especially with services back to back. Commissioner Jakubowski mentioned the use of traffic monitors.

Bill Grieves, Senior Transportation Manager of Gewalt Hamilton Associates, whose company conducted the original traffic study, passed out an updated parking calculations worksheet related to Friday and peak prayer sessions. Mr. Grieves explained their rationale for the updated parking calculations. There was much discussion about traffic patterns and ways to reduce congestion. Commissioner Jakubowski felt that the parkway spaces were too close together and asked if they would be willing to lose a couple spaces so as to make them wider for easier ingress/egress. There would be a loss of six spaces if the perpendicular parking was replaced with angled parking.

Commissioner Auerbach would like to see one or two parkway spaces replaced with landscaping in the southwest corner of the property to create an additional landscape area and eliminate parking conflicts when turning off of Devon Avenue. Stop signs have been recommended to be installed at Schreiber Avenue eastbound and at the parking lot approach.
Lauren Kucinski of Intech Consultants, civil engineers who designed the Sacred Learning Center, explained their rationale for maximizing parking and congestion/traffic movement. Chairman Yohanna asked how many spaces would be lost if there was a bump out and parallel parking. Chairman Yohanna stated that parallel parking, a smaller sidewalk, and landscape screening could eliminate traffic problems. Ms. Kucinski stated parallel parking would only accommodate 11 spaces, which would be a loss of 15 spaces. Mr. Shariff stated 15 parking spots is too much to lose. Many of the Commissioners agreed that the installation of a sidewalk is very important for traffic flow.

Mr. Shariff was receptive to hiring traffic monitors, if warranted, to include off-duty police officers. Development Director McNellis said an agreement would need to be reached with the Police Department.

Mr. Shariff said an alternative is a proposal for a four-foot sidewalk between the perpendicular parking on Proesel Avenue and parking on the west with no landscape screening. Mr. Shariff noted there will be ample landscaping between the mosque and bike trail. Lauren Kucinski said shifting the angled parking to the east would not be doable. The carriage walk along Proesel Avenue would be removed, and a six-inch barrier curb will be installed between the perpendicular and angled parking.

Mr. Shariff stated the reason for the new monument sign is the previously-approved monument sign is not visible driving eastbound on Devon Avenue. Commissioner Auerbach thought with the narrow width of the two lots, two monument signs would be redundant. Commissioner Sampen agreed that two signs are not needed. Mr. Shariff said they are open to not installing the previously-approved monument sign if they receive approval for the placement of the new monument sign.

Chairman Yohanna asked if there was anyone from the audience who would like to address the Plan Commission on this matter. Listed below are comments from the audience.

Mr. Mamout Kahn, 6643 North Kenton Avenue, stated that traffic will most likely be residents of Lincolnwood.

Dr. Maryam Siddiqui, 6615 North Nokomis Avenue, is grateful to have a mosque in town to represent their heritage.

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 Conditional Preliminary Plat of Consolidation, to not be recorded until demolition of the structure on 3910 West Devon Avenue has been completed, was made by Commissioner Jakubowski and seconded by Commissioner Pauletto.

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

**Motion to recommend approval** of a Special Use for parking in the Front and Corner Side Yards was made by Commissioner Jakubowski and seconded by Commissioner Pauletto.
Aye: Jakubowski, Pauletto, Auerbach, Kohn, and Sampen, and Yohanna  
Nay: None  
Motion Approved: 6-0

**Motion to recommend approval** of an opinion that the perpendicular parking along Proesel Avenue should remain, with the condition that one parking space be removed to install a bump out and a landscape island on the southwest side of the lot, was made by Commissioner Jakubowski and seconded by Commissioner Pauletto.

Aye: Jakubowski, Pauletto, Auerbach, Kohn, and Sampen  
Nay: Yohanna  
Motion Approved: 5-1

**Motion to recommend approval** of an opinion that the sidewalk near the west lot line is appropriate was made by Commissioner Jakubowski and seconded by Commissioner Pauletto.

Aye: Jakubowski, Pauletto, Auerbach, Kohn, and Sampen  
Nay: Yohanna  
Motion Approved: 5-1

**Motion to recommend approval** of a Variation for landscape screening relief, to allow a 3.22-foot landscape buffer, if the Village Board deems a sidewalk as unnecessary, was made by Commissioner Jakubowski and seconded by Commissioner Pauletto.

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

**Motion to recommend approval** to allow one monument sign on the consolidated site either on the east or west side, in accordance with previously-approved Variations, to include a 4 ½-foot setback on Devon Avenue and 5-foot setback on Proesel Avenue, subject to engineering approval.

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

The request for a Variation related to monument sign landscaping was withdrawn.

**VII. Case #PC-02-18: Zoning Code Text Amendments to Modify the Permissibility of Changeable Sign Frames in the P, Public Open Space/Recreation/Park District**

Chairman Yohanna announced Case #PC-02-18 for consideration of a Zoning Code Text Amendment modifying the permissibility and regulations for informational signage in the P, Public Open Space/Recreation/Park District.

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 modify the permissibility and regulations for informational signage in the P, Public Open Space/Recreation/Park District was made by Commissioner
Jakubowski and seconded by Commissioner Sampen. This matter will be heard at the March 20, 2018 meeting of the Village Board.

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

VIII. Workshop: Potential Zoning Text Amendments to Modify the Permissibility of Electronic Signs, Certain Temporary Signs, and the Location of Permanent/Temporary Signs on Non-Residential Properties

Chairman Yohanna announced a potential Workshop to discuss possible Text Amendments to Village Zoning Code Article XI, Signs, to modify the permissibility of Electronic Signs, certain Temporary Signs, and the location of Permanent/Temporary Signs on Non-Residential Properties. This Workshop was continued, without discussion, to the April 4, 2018 Plan Commission meeting.

VIII. Next Meeting

The next meeting of the Plan Commission is scheduled for Wednesday, April 4, 2018.

IX. 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 Auerbach. Meeting adjourned at 9:35 p.m.

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

Respectfully submitted,

[Signature]

Kathryn Kasprzyk
Community Development Coordinator