MEETING MINUTES
OF THE
PLAN COMMISSION
NOVEMBER 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 (arrived after approval of minutes)
Adi Kohn
Henry Novoselsky
Anthony Pauletto
Don Sampen

MEMBERS ABSENT:

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 October 4, 2018 Plan Commission Minutes was made by Commissioner Pauletto and seconded by Commissioner Sampen.

Aye: Pauletto, Sampen, Auerbach, Kohn, Novoselsky, and Yohanna
Nay: None

Motion Approved: 6-0

Chairman Yohanna announced a change in the order to hear Case #PC-14-18: Zoning Code Text Amendment for the Permissibility of Seasonal Ice Rinks first as there is a member of the audience wishing to address the Plan Commission.
VI. **Case #PC-14-18: Zoning Code Text Amendment – Permissibility of Seasonal Ice Rinks**

Chairman Yohanna announced Case #PC-14-18 for consideration of a Village Board Referral of a Zoning Code Text Amendment related to the permissibility and definition of ice rinks, either seasonal or permanent, as an accessory use.

Development Manager Hammel provided background on what precipitated the proposed text amendment. Accessory structures are permitted in Rear Yards only and must be set back from all lot lines at least ten feet, or the minimum required setback, whichever is greater. Photographs of two non-compliant ice rinks erected last winter were shown for review.

“Ice Rinks” are not explicitly restricted per Table 3.10.01 of the Zoning Code. Staff interprets ice rinks qualifying as “other courts”. If the Plan Commission concurs, staff recommends explicitly including “ice rinks” in the list of types of athletic amenities.

The proposed recommended definition would read “a level of ice that is kept frozen for people to skate on” or other specific characteristics, including permitted or overall height, lighting, installation dates, and maximum permitted area. Staff recommends incorporating physical and functional/operational regulations into the proposed text amendment for a maximum permitted area of 500-square feet.

Staff recommends amending Table 3.10.01 *Permitted Obstruction in Yards* to clarify “ice rinks” as permitted in the Rear Yard only; amend Section 2.02 *Definitions*, to include a general definition for an “ice rink”; and amend section 2.02 *Definitions* or Section 4.09 *Additional Use Standards* to include regulations regarding the physical and functional/operational characteristics of permitted ice rinks.

Chairman Yohanna swore in Mr. Troy Navarrete, 7396 West Crawford Avenue. Mr. Navarrete erected a 15-foot-by-30-foot ice rink last winter for personal skating in the Corner Side Yard unaware of any restrictions.

There was much discussion regarding placement of seasonal accessory structures, i.e., ice rinks, in the Side Yard versus the Rear Yard, including whether or not fencing or screening would be required due to aesthetics or safety issues.

Commissioner Novoselsky agreed the language should be amended to include ice rinks so there can be no interpretation. In response to comments regarding possible flooding, Mr. Navarrete said the ice is slowly melted to avoid flooding. Mr. Navarrete stated there have been no complaints. Commissioner Pauletto saw no reason to deny the installation of ice rinks.

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 Table 3.10.01 *Permitted Obstruction in Yards* to clarify “ice rinks” as a permitted use in Rear and Side Yards and to be set back ten feet from all property lines; amend Section 2.02 *Definitions*, to include a general definition for an “ice rink”;
and amend section 2.02 Definitions or Section 4.09 Additional Use Standards was made by Commissioner Pauletto and seconded by Commissioner Sampen.

Aye: Pauletto and Sampen
Nay: Auerbach, Jakubowski, Kohn, Novoselsky, and Yohanna
Motion Failed: 2-5

Motion to recommend approval to amend Table 3.10.01 Permitted Obstruction in Yards to clarify “ice rinks” as a permitted use in Rear Yards only and to be set back ten feet, or the minimum required setback, whichever is greater, from all property lines; amend Section 2.02 Definitions, to include a general definition for an “ice rink”; and amend section 2.02 Definitions or Section 4.09 Additional Use Standards was made by Commissioner Novoselsky and seconded by Commissioner Auerbach.

Aye: Auerbach, Jakubowski, and Sampen
Nay: Kohn, Novoselsky, Pauletto, and Yohanna
Motion Failed: 3-4

Motion to recommend approval to amend Table 3.10.01 Permitted Obstruction in Yards to clarify seasonal ice rinks as a permitted use in Rear Yards and screened with deciduous evergreens in Side Yards to exceed the height of the ice rink, and to be set back ten feet, or the minimum required setback, whichever is greater, from all property lines; amend Section 2.02 Definitions, to include a general definition for an “ice rink”; and amend section 2.02 Definitions or Section 4.09 Additional Use Standards was made by Commissioner Jakubowski and seconded by Commissioner Pauletto. Case #PC-14-18 will be heard at the November 20, 2018 meeting of the Village Board.

Aye: Jakubowski, Pauletto, Auerbach, Kohn, Novoselsky, and Yohanna
Nay: Sampen
Motion Approved: 6-1

IV. Case #PC-06-18: Zoning Code Text Amendment - Sign Regulations for Large-Scale Developments, Freestanding Sign Location, Portable Sign Requirements, and Temporary Signage

Chairman Yohanna announced Case #PC-06-18 for consideration of a Village Board Referral of Zoning Code Text Amendments to consider modifying the permissibility and requirements for certain signage including: 1) permitting Electronic Message Signs, with specific regulations, for properties and/or developments deemed to be “large-scale”; 2) amending existing regulations related to Temporary Signs for Special Events and Grand Openings; 3) permitting Temporary Sign Coverings/Panel on Freestanding Signs; 4) amending required setbacks for Temporary and Permanent Freestanding Signs; and 5) amending existing regulations related to specific design limitations for Portable Signs.

Development Director McNellis reviewed background and business survey results pertaining to the proposed text amendments to modify the permissibility of certain sign types including Temporary Signs for Special Events/Grand Openings, Temporary Sign Panels/Covers, Sign
Location, and Portable Sign Design from Section 11.04 Permitted on premises signs. Discussion regarding electronic signs will be discussed at a later date.

Development Director McNellis provided proposed and modified Code language for Section 2.02 Definitions and Section 11.04 Permitted on premises signs for review. There was much Code language discussion pertaining to the number, location, setback, and duration of Temporary signs. The reasoning behind the text amendment language change is to proactively make the sign code more business friendly.

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 continuation to the Wednesday, December 5, 2018 meeting of the Plan Commission was made by Commissioner Sampen and seconded by Commissioner Novoselsky.

Aye: Sampen, Novoselsky, Auerbach, Jakubowski, Kohn, Pauletto, and Yohanna
Nay: None
Motion Approved: 7-0

V. Case #PC-09-18: 4656 West Touhy Avenue – Review of a Special Use Related to Parking in the Front Yard and Variations Related to Building Setback, On-Site Parking Capacity, Landscaping Adjacent to a Residential Property, and Minimum Drive Aisle Width

Chairman Yohanna announced Case #PC-09-18 for consideration of a request by Onsite Healthcare Inc., SC, property owner, to approve a Special Use to permit two on-site parking spaces to be located in the Front Yard, and Variations to: 1) allow the building to be set back greater than the required 15-foot build-to line along Touhy Avenue in the B-3 Zoning District; 2) reduce the number of on-site parking by fourteen spaces; 3) waive the requirement of a ten-foot-wide landscape setback along the north lot line abutting a residential zoning district; and 4) allow the reduction in the minimum width of a drive aisle from twenty-four feet to twenty-one feet, two inches.

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 continuation to the Wednesday, December 5, 2018 meeting of the Plan Commission was made by Commissioner Sampen and seconded by Commissioner Novoselsky.

Aye: Sampen, Novoselsky, Auerbach, Jakubowski, Kohn, Pauletto, and Yohanna
Nay: None
Motion Approved: 7-0

VII. 2019 Schedule of Plan Commission Meetings

Motion to recommend approval of the 2019 Plan Commission meeting schedule was made by Commissioner Sampen and seconded by Commissioner Auerbach.
Aye: Sampen, Auerbach, Jakubowski, Kohn, Novoselsky, Pauletto, and Yohanna
Nay: None
Motion Approved: 7-0

VI. Next Meeting

A next meeting of the Plan Commission is scheduled for Wednesday, December 5, 2018.

VII. 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.

VIII. Adjournment

Motion to recommend adjournment was made by Commissioner Pauletto and seconded by Commissioner Novoselsky. Meeting adjourned at 8:45 p.m.

Aye: Pauletto, Novoselsky, Auerbach, Jakubowski, Kohn, Sampen, and Yohanna
Nay: None
Motion Approved: 7-0

Respectfully submitted,

[Kathryn Kasprzyk]
Kathryn Kasprzyk
Community Development Coordinator