



Village of Lincolnwood Plan Commission

Meeting
Thursday, January 3, 2019
7:00 P.M.

in the
Council Chambers Room
Lincolnwood Village Hall - 6900 North Lincoln Avenue

Agenda

1. **Call to Order/Roll Call**
2. **Pledge of Allegiance**
3. **Approval of Minutes**
December 20, 2018 Meeting Minutes
4. **Case #PC-01-19: 7373 North Cicero Avenue and 7384 North Lincoln Avenue – Waiver of Preliminary Plat Review for a Subdivision and Consolidation**
Request: Consideration of a request by Dan Lauer, on behalf of Puig Holding Company, to waive the requirement of a Preliminary Plat review and proceed to Final Plat review for Subdivision of one lot into two lots, and Consolidation of one of the Resulting lots with a third lot at 7373 North Cicero Avenue and 7384 North Lincoln Avenue.
5. **Case #PC-06-18: Zoning Code Text Amendment – Sign Regulations for Large-Scale Developments, Freestanding Sign Location, Portable Sign Requirements, and Temporary Signage (Continued from May 2, 2018, June 6, 2018, July 5, 2018, July 10, 2018, July 24, 2018, September 5, 2018, October 4, 2018, November 7, 2018, December 5, 2018, and December 20, 2018)**
Request: Consideration of a Village Board Referral of Zoning Code Text Amendments proposed to modify 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/Panels 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. *Note: Staff has requested that this matter be continued to February 6, 2019*
6. **Next Meeting: February 6, 2019**
7. **Public Comment**
8. **Adjournment**



**DRAFT MEETING MINUTES
OF THE
PLAN COMMISSION
DECEMBER 20, 2018 – 7:00 P.M.**

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

MEMBERS PRESENT:

Chairman Mark Yohanna
Henry Novoselsky
Anthony Pauletto
Don Sampen

MEMBERS ABSENT:

Sue Auerbach
Steven Jakubowski
Adi Kohn

STAFF PRESENT:

Doug Hammel, Community Development Manager
Andrew Letson, Public Works Director
Kathryn Kasprzyk, Community Development Coordinator

I. Call to Order

Chairman Yohanna noted a quorum of four members and called the meeting to order at 7:03 p.m.

II. Pledge of Allegiance

III. Approval of Minutes

Motion to recommend approval of the November 7, 2018 Plan Commission Minutes, as amended, was made by Commissioner Pauletto and seconded by Commissioner Novoselsky.

Aye: Pauletto, Novoselsky, Sampen, and Yohanna

Nay: None

Motion Approved: 4-0

IV. Case #PC-16-18: 3333 West Touhy Avenue – Amendments to Previously-Adopted Ordinances for a Planned Unit Development

Chairman Yohanna announced Case #PC-16-18 for consideration of a request by Lincolnwood Town Center, LLC, property owner, to amend Ordinances previously adopted between 1988 and 2015 related to a Planned Unit Development, to accommodate exterior renovations and new wall signs on a portion of the Lincolnwood Town Center Mall.

Chairman Yohanna swore in the witnesses.

Development Manager Hammel reviewed the subject property's existing facades and proposed improvements on the west, south, and east facades. The request is for the renovation of the former Carson Pirie Scott store to accommodate a new commercial tenant. The proposed renovation will include:

- removal of existing architectural frames over public entrances;
- installation of new decorative entrances on the east and west walls consisting of a combination of ACM aluminum composite panels, decorative EIFS, and glass;
- removal of upper story glass and infill to match existing precast concrete material above the entrance on the south wall;
- installation of entrance signage for a new tenant on the east and west walls; and
- installation of a new metal canopy and small wall signage at the customer pickup location on the south wall.

Matt Jurkowitz, Senior Director of Development for Washington Prime Group, indicated they are rescinding their request for EIFS material for the east façade of the building and will install material deemed appropriate by the Plan Commission.

Development Manager Hammel reviewed the standards for a Modification versus a Variation. A Variation request is subject to hardship standards, and a Modification aligns with the PUD standards of the original intent. Staff believes the proposed modifications are not outside the intent of the PUD. The aluminum composite material, even though it is not a "high-quality" material, is appropriate for this use.

Required approvals consist of the following:

- An Amendment to Ordinance No. 88-1801 to allow for the renovation of a portion of the exterior façade at the Lincolnwood Town Center Mall;
- A Zoning Modification from Section 6.04(3)b and Section 6.04(4) of the Zoning Ordinance to allow for the use of ACM and precast concrete as exterior building materials above the maximum permitted twenty-five percent coverage; and
- A Zoning Modification from Section 11.04(2)iii.1 to permit a wall sign with an area of 100-square feet on the west façade (79-square feet permitted) and wall sign with an area of 100-square feet on the east façade (73-square feet permitted). The proposed signs are significantly smaller than the current Carson Pirie Scott signage.

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 an Amendment to Ordinance No. 88-1801 to allow for the renovation of a portion of the exterior façade with stucco instead of EIFS; a Zoning Modification from Section 6.04(3)b and Section 6.04(4) to allow for the use of ACM and precast concrete as exterior building materials above the maximum permitted twenty-five percent coverage; and a Zoning Modification from Section 11.04(2)iii.1 to permit wall signs with an area of 100-square feet on the west and east façades was made by Commissioner Pauletto and seconded by Commissioner Novoselsky. Case #PC-16-18 will be heard at the January 2, 2019 meeting of the Village Board.

Aye: Pauletto, Novoselsky, Sampen, and Yohanna

Nay: None

Motion Approved: 4-0

V. Case #PC-15-18: 7015 North Central Park Avenue – Special Use and Variations for the Construction of a Temporary Telecommunications Tower in the M-B Zoning District

Chairman Yohanna announced Case #PC-15-18 for consideration of a request by the Village of Lincolnwood, property owner, requesting the following zoning approvals that would allow the construction of a temporary telecommunications tower. Approvals to include a Special Use for a utility in the M-B Manufacturing and Business zoning District; a Variation to allow for a structure with a height of 150 feet; and Side and Rear Yard Setback Variations to allow the construction of a temporary telecommunications tower to be approximately 31 feet from the rear lot line and 26 feet from the side lot line.

Development Manager Hammel reviewed the request to accommodate telecommunications equipment for a private service provider while the Village's standpipe undergoes maintenance. This equipment is necessary to maintain existing cellular services offered by the provider and would tie into existing grade-level equipment. Upon completion of the standpipe maintenance it is anticipated the equipment would be relocated to the standpipe, and the tower would be removed. Public Works Director Andrew Letson stated the project will take approximately two years to complete.

Required approvals consist of the following:

- Approval of a Special Use to allow a utility to be installed in the M-B Manufacturing and Business Zoning District;
- Approval of a Variation from Table 4.01.1 of the Zoning Ordinance to allow a structure with a height of 150 feet, rather than a maximum permitted height of 55 feet or 5 stories;
- Approval of a Variation from Table 4.01.1 of the Zoning Ordinance to allow a Side Yard setback of 26 feet rather than the required setback of 110 feet; and
- Approval of a Variation from Table 4.01.1 of the Zoning Ordinance to allow a Rear Yard setback of 31 feet rather than the required setback of 110 feet.

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 Special Use to allow a utility to be installed in the M-B Manufacturing and Business Zoning District and Variations to allow a structure with a height of 150 feet, rather than a maximum permitted height of 55 feet or 5 stories, to allow a Side Yard setback of 26 feet rather than the required setback of 110 feet; and to allow a Rear Yard setback of 31 feet rather than the required setback of 110 feet was made by Commissioner Pauletto and seconded by Commissioner Novoselsky. Case PC-15-18 will be heard at the January 2, 2019 meeting of the Village Board.

Aye: Pauletto, Novoselsky, Sampen, and Yohanna

Nay: None

Motion Approved: 4-0

VI. 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/Panels 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.

Motion to recommend continuation to the January 3, 2019 Plan Commission meeting was made by Commissioner Pauletto and seconded by Commissioner Sampen.

Aye: Pauletto, Sampen, Novoselsky, and Yohanna

Nay: None

Motion Approved: 4-0

VII. Staff Update

Development Manager Hammel announced the Petitioner for 4656 West Touhy Avenue has formally withdrawn their request and will no longer be heard by the Plan Commission.

VIII. Next Meeting

A next meeting of the Plan Commission is scheduled for Thursday, January 3, 2019.

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 Novoselsky and seconded by Commissioner Pauletto. Meeting adjourned at 7:35 p.m.

Aye: Novoselsky, Pauletto, Sampen, and Yohanna

Nay: None

Motion Approved: 4-0

Respectfully submitted,

Kathryn Kasprzyk
Community Development Coordinator



Plan Commission Staff Report

Case # PC-01-19

January 3, 2019

Subject Property:

7373 North Cicero Avenue and 7384
North Lincoln Avenue

Zoning District:

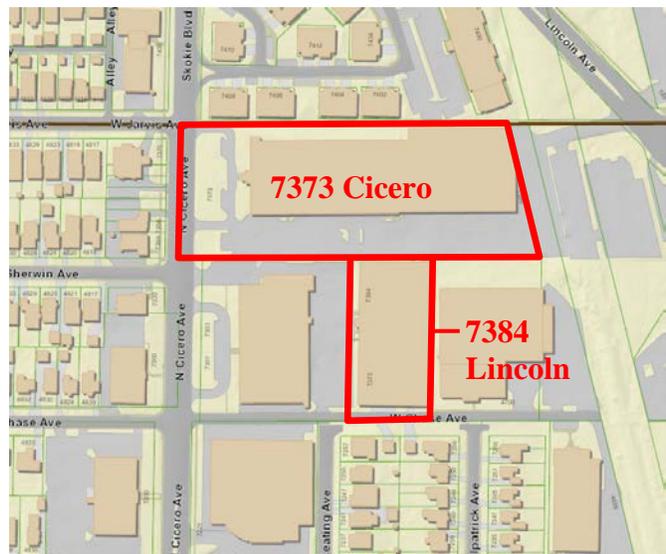
O Office District

Petitioner:

Daniel Lauer, on behalf of Puig Holding
Company

Nature of Request:

Waive Requirement of a Preliminary
Plat review and proceed to Final Plat
review for Subdivision of one lot into
two lots, and Consolidation of one of the
Resulting Lots with a Third Lot.



Requested Action:

Elimination of Preliminary Plat
requirement for a Major Subdivision, as
authorized by Section 16-4-3, attached.

Notification: None needed for the requested Waiver. Notice will be provided to neighboring properties for the proposed review of the Final Plat of Resubdivision, tentatively scheduled for the February 6, 2019 Plan Commission meeting, pending approval of the Waiver request.

Background

The subject properties are located in the O Office District between Cicero Avenue and Lincoln Avenue, just south of the Village boundary that is shared with Skokie. 7373 Cicero Avenue is a vacant light industrial building, and 7384 Lincoln Avenue is the American Heartland Ice Arena.

The Village has come to learn that a portion of 7373 Cicero Avenue has been conveyed to 7384 Lincoln Avenue in order to preserve parking for the ice arena. Based on this

conveyance of land, the Village finds both properties to be in violation of section 16-2-1 of the Subdivision Ordinance, which reads as follows:

16-2-1 Application and compliance required.

(A) Subdivision. No subdivision shall be undertaken within the jurisdiction defined in Section 16-1-1 of this Code except after approval of a completed application pursuant to this Chapter 16 and then only in compliance with the provisions of this Chapter 16.

(B) Conveyances. No lot, tract, or parcel of land within any proposed subdivision shall be conveyed until such subdivision has been recorded in the Office of the Cook County Recorder pursuant to the provisions of this Chapter 16.

The Village sent notification of the violation, and requested that the matter be resolved as quickly as possible.

Summary of Preliminary Plat Waiver Request

The subdivision of these properties to come into compliance with the code would be considered a Major Subdivision as it does not meet the requirements of a Minor Subdivision, most notably that the subdivision be located in a Residential Zoning District. Therefore, a Preliminary Plat review and Final Plat review would typically be required. However, Section 16-4-3 of the Subdivision Ordinance provides the Plan Commission with the discretion to waive Preliminary Plat review.

In this instance, a waiver of the Preliminary Plat review process is being sought since the conveyance of the parking area, and a Subdivision that reflects that conveyance, has negligible impacts on the physical configuration, use, or operations of the subject properties. The potential Subdivision would include:

- The Subdivision of the conveyed parking area from 7373 Cicero Avenue, including Subdivision Variations related to lot shape; and
- The Consolidation of the conveyed parking area with 7384 Lincoln Avenue, including Subdivision Variations related to lot shape.



Staff notes that a Subdivision and Consolidation that reflects the conveyance of the parking area is believed to pose little or no impacts from an engineering standpoint. However, that final determination will be made during a review of a proposed Plat of Subdivision by the Village Engineer. Should that review identify any impacts, the Petitioner will be required to accommodate any revisions required by the Village Engineer.

Recommendation

Daniel Lauer, on behalf of Puig Holding Company, seeks a waiver of the requirement for a Preliminary Plat of Subdivision, per Section 16-4-3 of the Subdivision Code, to subdivide one lot in to two lots, and consolidate one of the resulting lots with a third lot. Given the circumstances detailed above, staff has no objections to this request. Should the Plan Commission agree to this waiver, the Final Plat is anticipated to be before you for review and recommendation at the February 6, 2019 regular Plan Commission meeting.

Documents Attached

1. Letter Requesting a Waiver of the Preliminary Plat Review
2. Map Showing the Potential Subdivision and Consolidation
3. Village Code Sections Related to Subdivision Process

LAW OFFICES

DANIEL G. LAUER & ASSOCIATES, P.C.

1424 WEST DIVISION STREET
CHICAGO, ILLINOIS 60642

DANIEL G. LAUER

NICHOLAS R. BAUMGARTNER

TELEPHONE (773) 862-7200

FACSIMILE (773) 862-0600

OF COUNSEL

DAMON M. FISCH

December 20, 2018

Via E-mail (Hammel.Douglas@LWD.org)

Mr. Douglas Hammel
Development Manager
Village of Lincolnwood
Department of Community Development
6900 Lincoln Avenue
Lincolnwood, IL 60712

Re: Application for Resubdivision of existing land and improvements at 7373 North Cicero and 7380 North Lincoln

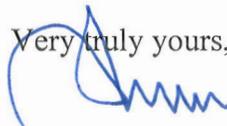
Dear Mr. Hammel:

In connection with the Application for Resubdivision of the above property, Puig Holding Company requests waiver of Preliminary Plat Review.

I will attend the Plan Commission Hearing set for January 3, 2019 at 7:00 p.m. to request this waiver of Preliminary Plat Review at that time.

Thank you for your kind assistance with this matter.

Very truly yours,

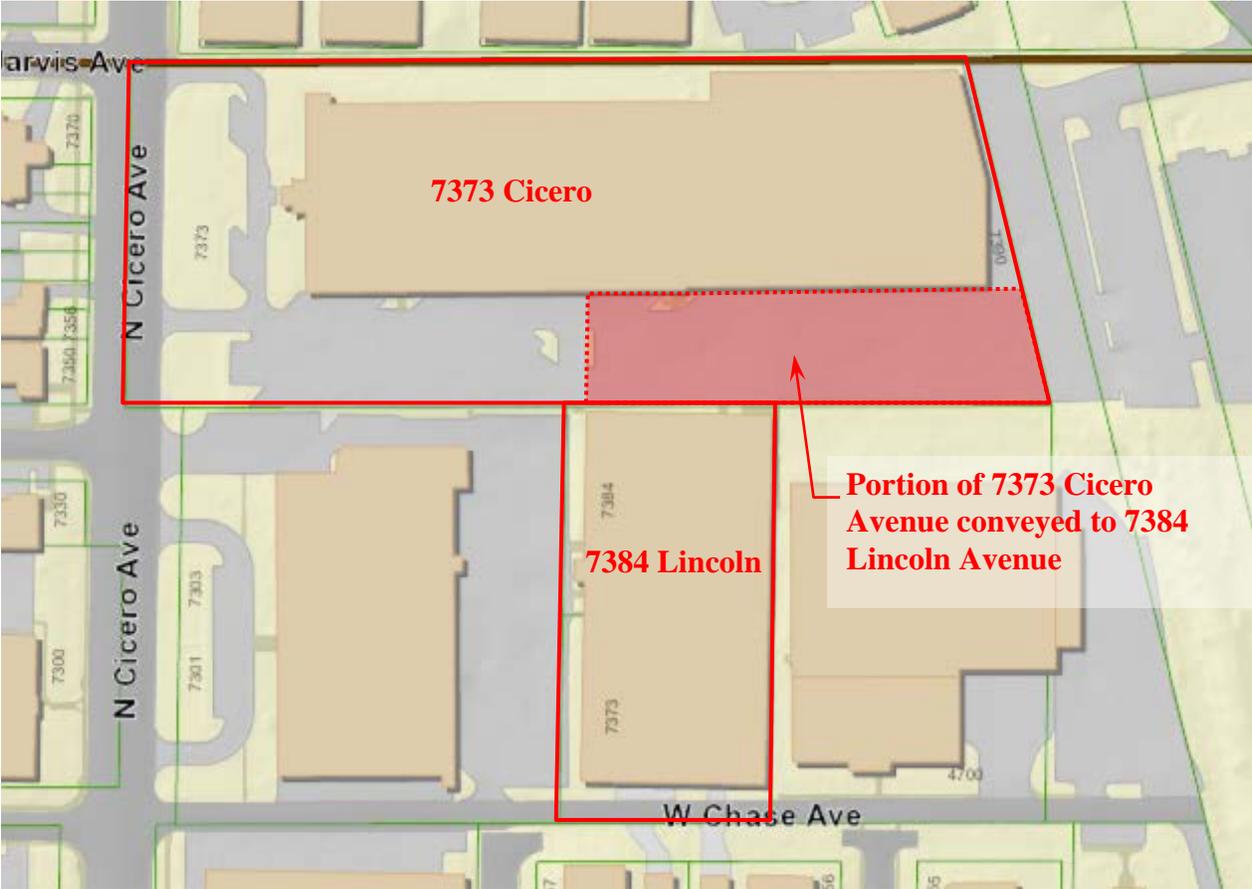


Daniel G. Lauer
dan@dglpc.com

DGL/KMW

cc: Puig Holding Company **via e-mail**
Vern Schultz **via e-mail**

Attachment #2. Map Showing the Potential Subdivision and Consolidation



Attachment #3. Village Code Sections Related to Subdivision Process

16-2-1 Application and compliance required.

(A) Subdivision. No subdivision shall be undertaken within the jurisdiction defined in Section 16-1-1 of this Code except after approval of a completed application pursuant to this Chapter 16 and then only in compliance with the provisions of this Chapter 16.

(B) Conveyances. No lot, tract, or parcel of land within any proposed subdivision shall be conveyed until such subdivision has been recorded in the Office of the Cook County Recorder pursuant to the provisions of this Chapter 16.

16-4-3 Discretionary elimination of preliminary review of major subdivisions.

If the proposed subdivision is a major subdivision, the applicant may request that the Plan Commission review the proposed subdivision solely in accordance with and pursuant to the final plat review process set forth in Section 16-4-5 of this Code. No such request shall be granted unless: (a) the applicant files a final plat application in accordance with Section 16-3-3 of this Code; and (b) the Plan Commission determines, in its sole and absolute discretion, that the proposed subdivision can be effectively and fully considered without separate preliminary and final review. If approval is granted by the Plan Commission, the proposed subdivision shall be reviewed by the Plan Commission solely in accordance with and pursuant to the final plat review process set forth in Section 16-4-5 of this Code. If the Plan Commission denies the request, the plat shall be reviewed in accordance with and pursuant to the preliminary plat review process set forth in Section 16-4-4 of this Code.



MEMORANDUM

TO: Chairman Yohanna
Members of the Plan Commission

FROM: Doug Hammel, AICP
Development Manager

DATE: January 3, 2019

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

Consideration of a Village Board Referral of Zoning Code Text Amendments proposed to modify 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/Panels 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.

Due to research being conducted by staff as a result of the previous discussion on November 7, 2018, staff recommends that this case be continued to the February 6, 2019 regular meeting of the Plan Commission.

RECOMMENDED MOTION:

Move to continue, without discussion, Case #PC-06-18, to the February 6, 2019 regular meeting of the Plan Commission.