

**MEMORANDUM**  
**Community Development Department**

To: Michael Lynk, Chairman  
Appearance Commission Members

From: Matt Brandmeyer, Community Development Director  
Nathan Kriska, Development Administrator  
Carrie Haberstich, Planner  
Brian Augustine, Zoning Administrator

Date: January 13, 2021

**SUBJECT: APPEARANCE COMMISSION/CASE SUBMITTAL –  
STAFF REPORT**

Staff offers the following comments on the cases scheduled for the January 13<sup>th</sup> Appearance Commission meeting:

*Prior to the issuance of building permits, property owners who have 2 or more Property Identification Numbers (PINs) related to their Appearance Commission case shall submit to the Village of Skokie Community Development Department a Cook County Assessor's Office Petition for Consolidation of Property with associated fees to consolidate PINs into a single tax parcel or provide evidence that the petition was submitted to Cook County. If the PINs are in separate subdivisions, a new subdivision will be required.*

**RESIDENTIAL REQUESTS**

*All residential requests are subject to a final review of a completed Zoning Information Worksheet to ensure compliance with the Zoning Ordinance and the Village Code.*

- 2020-057A (9040 Karlov) Staff has no objections with the overall design. Staff recommends consideration of a continuous roofline for the addition in lieu of the small step as shown. Technical items to be addressed include a PIN consolidation and an air space behind the masonry veneer. Additional masonry must be provided or a waiver of the 51% masonry requirement must be included as a condition in the Certificate of Appropriateness.
- 2020-058A (4126 Suffield) Staff has no objections with the overall design. Technical items to be addressed include an air space behind the masonry veneer. Additional masonry must be provided or a waiver of the 51% masonry requirement must be included as a condition in the Certificate of Appropriateness.

- 2021-001A (3921 Enfield) Staff has no objections with the overall design; however, it is recommended that additional brick be provided on the east elevation. Technical items to be addressed include confirming the required front yard setback with the neighboring homes, and a possible Zoning Board of Appeals review to ensure the parking requirements for the property are met.
- 2021-002A (7121 Lavergne) Staff has no objections with the design. Technical items to be addressed include the installation of a sprinkler system.