

MEMORANDUM
Community Development Department

To: Michael Lynk, Chairman
Appearance Commission Members

From: Peter Peyer, Community Development Director
Carrie Haberstich, Planner
Nathan Kriska, Development Administrator
Brian Augustine, Zoning Administrator

Date: August 14, 2019

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

Staff offers the following comments on the cases scheduled for the August 14th 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.

- 2019-029A (9132 Keeler) Per the feedback of the July meeting, improvements were made to the façade. It is recommended that a small roof be constructed on the west/rear elevation to provide shelter above the mud room door, and that it be connected to the left gable. A technical item to be addressed is applying for a PIN consolidation.
- 2019-032A (7915 Crawford) Per the feedback at the July meeting, brick has been added to the right and rear elevations, and the first floor elevation above grade has been reduced. A technical item to be confirmed is that the overall height meets the R2 Single-Family requirements of 23' to top of beam.
- 2019-033A (8422 East Prairie) This request was continued from the July meeting. Staff has no objections with the overall design; however, it is recommended that the Bedroom 2 window be reduced in width and centered on the Family Room window below, and a

water table trim board be added at the base of the second floor. Technical items include verifying the overall height of the addition (maximum 26' allowed), obtaining variations for the corner (8'-11" proposed, 10' required) and side (3'-8" proposed, 4' required) yard setbacks from the Zoning Board of Appeals (ZBA), correcting the north and south elevation labels, correcting the building code references on the construction drawings, coordinating the elevations with the floor plans, ensuring the proposed porch meets setback requirements, and confirming whether or not a sprinkler system is required.

- 2019-035A (3856 Enfield) Staff has no objections with the overall design; however, a waiver of the 50% masonry requirement will be necessary.
- 2019-036A (7635 Kenton) Staff has no objections with the overall design. The ZBA approved the variations at its July 3, 2019, meeting. Technical items to be addressed include correcting the garage door height and applying for a PIN consolidation.
- 2019-037A (9431 Monticello) Staff has no objections with the overall design. Variations will be requested at the Wednesday, August 21, 2019, ZBA meeting to retain the existing 3'-1" north side yard and a 3'-5" south side yard setbacks, rather than the 6' minimum required for each side yard. A variation was granted in the past (in the 1970's or 1980's).
- 2019-038A (5244 George) Staff has no objections with the overall design. Technical items to be addressed include making design adjustments to ensure access to the detached garage (options may include reconstructing the detached garage so that the garage door faces the alley with a new 5' setback from the alley, or relocating the addition to the west side yard to retain a clear path to the garage), providing proof that this will remain a single family house (and not be a 2nd rental unit), confirming with the Building Division whether or not the building needs to be sprinklered, and applying for a PIN consolidation.
- 2019-039A (9109 Keeler) Staff has no objections with the overall design; however, the master bedroom window above the garage should be reconfigured to be in better proportion with the wall surface area.
- 2019-040A (8531 Drake) Staff has some concerns with the overall design, and consideration should be given to increasing the 2nd floor footprint and ensuring the design complements the 1st floor. Technical items include ensuring the overall height meets code requirements (28' maximum), correcting the building code references on the construction drawings, and ensuring there is an 18' x 18' driveway area in front of the garage to accommodate 2 parking spaces.
- 2019-042A (9521 Central Park) Staff has no objections with the overall design. Technical items to be addressed or confirmed include confirming the minimum front yard setback with neighboring properties, ensuring facades are at least 50% masonry, and

replacing the gravel drive with pavement (as parking/driving on gravel is not allowed) while ensuring the maximum lot coverage by impervious surfaces is not exceeded.

COMMERCIAL REQUESTS

- 2019-041A (7142 Carpenter) Staff has no objections with the overall design. A technical item to be addressed includes ensuring the banner sign sizes meet Sign Code requirements.
- 2019-043A (9422 Skokie) Staff has no objections with the overall design; however, it is recommended that the decorative light fixtures be removed, and the space between the Discovery and Dollar Tree sign parapets be built up as a parapet mirroring the design of the bay to the left of the Discovery sign.
- 2019-044A (9426 Skokie) Staff has no objections with the overall design.
- 2019-024A (4930 Oakton) Staff has no objections with the overall design, with building materials that include brick, EIFS, and metal panels. The landscape plan shows the locations of trees, shrubs, ground covers, etc., and a plant list can be approved by staff. Relief from the Sign Code to allow an 84 SF internally illuminated blade sign, a west wall sign above the 2nd floor window sills, and a 126.5 SF ground sign located 0' from an interior lot line will be necessary.
- 2019-045A (9000 Kildare) Staff has no objections with the sign design. The proposed Electronic Message Center (EMC) area is 38.8 SF; therefore, temporary signs will not be allowed to be displayed on the premises. Since the site is less than 1 acre in area, relief from the Sign Code can be granted by the ZBA to allow a sign facing residential property, subject to the following factors:
- Time the sign is illuminated
 - Duration of display
 - Brightness of the display
- 2019-046A (5485 Touhy) Staff has no objections with the overall flat panel design.