

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

To: Michael Lynk, Chairman  
Appearance Commission Members

From: Matt Brandmeyer, Community Development Director  
Carrie Haberstich, Neighborhood Services Manager  
Brian Augustine, Zoning Administrator

Date: October 13, 2021

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

Staff offers the following comments on the cases scheduled for the October 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.*

- 2021-056A (5248 Suffield Terr) – A waiver for the 51% masonry requirement is necessary for approval.
- 2021-064A (3700 Roth Terr) – Staff has concerns about the size of the second story sliding doors – a third panel would help. The front columns are not functional.
- 2021-065A (8017 Long Ave) – Staff has no objections with the design but will need to check to be sure the 51% masonry requirement is met.
- 2021-066A (3800 Wright Terr) – Staff questioned the need for the metal siding to have both horizontal and vertical patterns. The overall height does not meet Village Code requirements; therefore, the petitioner is working on revisions. Otherwise staff has no concerns with the design.
- 2021-067A (5316 Greenwood St) – Staff has no concerns with the design.
- 2021-068A (9330 Kedvale) – Staff has no concerns with the design but did note the brackets in the front porch could incorporate some design elements.

- 2021-069A (9509 Lawndale Ave) – Staff has no concerns with the design. The 51% masonry requirement will need to be confirmed.
- 2021-070A (5231 Church St) – Staff has no concerns with the design.
- 2021-072A (8630 Keeler) – Staff has no concerns with the design.
- 2021-073A (5209 Madison St) – Staff noted the blank space above the garage door and recommend a soldier course or other framing element above the top of the door.
- 2021-075A (8433 Keystone Ave) – Staff has no concerns with the design.

### **NON-RESIDENTIAL REQUESTS**

- 2021-074A (4000 Church St) – Staff noted that additional windows could be added to the east elevation.