

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

To: Michael Lynk, Chairman  
Appearance Commission Members

From: Nathan Kriska, Development Administrator  
Carrie Haberstich, Planner  
Brian Augustine, Zoning Administrator

Date: November 13, 2019

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

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

2019-060A (4233 Greenwood) Staff has no objections with the overall design. Technical items to be addressed include confirming the existing chimney will no longer be used, and the Appearance Commission granting a waiver of the 51% masonry requirement.

2019-061A (4326 Bobolink) Staff has no objections with the design.

**COMMERCIAL/INSTITUTIONAL REQUESTS**

2019-062A (4999 Old Orchard) Staff has no objections with the overall design, and requests the Petitioner confirm whether or not the outdoor dining is an addition to the tenant space. Technical items to be addressed include providing a minimum 5' clear walkway along the exterior facades of the tenant space, meeting the parking requirement, and obtaining Health Department support of the folding doors.