

**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: September 9, 2020

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

Staff offers the following comments on the cases scheduled for the September 9<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 REQUEST**

*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.*

2020-031A (4840 Fargo) Staff has no objections with the overall design. Technical items to be addressed include a 5' setback of the detached garage from the alley, minimum 10' between buildings (or minimum 3' between buildings with code-compliant drywall), a request for a minimum of two variations from the Zoning Board of Appeals (more than 40% total lot coverage by buildings and more than 30% rear lot coverage by accessory buildings), and a PIN consolidation.

## **MIXED-USE REQUEST**

2020-016A (4819 Main) Staff has no objections with the overall design. Technical items to be addressed include adjusting the front elevation to show the apartment entrance with a recessed landing that accommodates an out-swinging door, coordinating the elevations with the floor plans, installing a sprinkler system, and ensuring the support post for the rear exit stairs is aligned with the parking space striping between Spaces #4 and #5. This item is on the Wednesday, October 7, Zoning Board of Appeals agenda to allow two of the site's parking spaces to be less than 18' in depth.

## **NON-RESIDENTIAL REQUESTS**

2020-016A (7135 Carpenter) The petitioner has requested that this case be continued to the Wednesday, October 14, 2020, meeting.

2020-035A (3938 Dempster) Staff has no objections with the overall concept; however, it is recommended that the covered outdoor dining parapet be thicker to coordinate with the existing building (with larger coordinating columns), and the signs be located within the parapet area instead of hanging below. The signs must face the street and the parking lot per the Sign Code.

2020-038A (4905 Old Orchard Shopping Center) Staff would prefer this facility be located away from Skokie Boulevard to maximize visibility of the shopping center's tenants by the traveling public; however, the proposed Emerald Arborvitae screening will complement the existing nearby landscaping.