



**AGENDA
VILLAGE OF GLENCOE
PLAN COMMISSION
REGULAR MEETING**

**675 Village Court
November 30, 2022
7:00pm**

1. CALL TO ORDER AND ROLL CALL

*Bruce Huvar, Chairman, Public-at-Large Representative
Gail Lissner, Vice Chair, Village Board Representative
Marc Gale, School District 35 Representative
Georgia Mihalopoulos, Public-at-Large Representative
Scott Novack, Zoning Board of Appeals Representative
Michael Pope, Glencoe Public Library Representative
Carol Spain, Glencoe Park District Representative
James Thompson, Public-at-Large Representative
Greg Turner, Public-at-Large Representative
Peter Van Vechten, Historic Preservation Commission Representative*

2. CONSIDERATION OF THE SEPTEMBER 28, 2022 PLAN COMMISSION MEETING MINUTES

3. PUBLIC COMMENT

Individuals interested in addressing the Plan Commission on non-agenda items may do so during this time.

4. CONSIDERATION OF EXTERIOR APPEARANCE REVIEW FOR NEW SIGNAGE FOR NEW TRIER TRANSITION CENTER/ONE STOP TREV SHOP AT 640 VERNON AVENUE

5. CONSIDERATION OF EXTERIOR APPEARANCE REVIEW FOR NEW SIGNAGE FOR SUNRISE FOODS AT 366 PARK AVENUE

6. COMPREHENSIVE PLAN PROCESS UPDATE, LIASON MEETINGS DISCUSSION, AND EXISTING CONDITIONS ASSESSMENT AND ANALYSIS

7. STANDING COMMITTEE REPORTS/ANNOUNCEMENTS

8. ADJOURN

The Village of Glencoe is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend the meeting who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact the Village of Glencoe at least 72 hours in advance of the meeting at (847) 835-4114, or the Illinois Relay Center at (800) 526-0844, to allow the Village of Glencoe to make reasonable accommodations for those persons.



MINUTES
VILLAGE OF GLENCOE
PLAN COMMISSION

Regular Meeting
Wednesday, September 28, 2022 – 7:00 p.m.

1. CALL TO ORDER AND ROLL CALL

The September 28, 2022 meeting of the Plan Commission of the Village of Glencoe, Cook County was called to order at 7:00 p.m. Chairman Huvard.

The following Commissioners were in attendance:

Bruce Huvard, Chairman, Public-at-Large Representative
Gail Lissner, Vice Chair, Village Board Representative
Carol Spain, Park District Representative
Marc Gale, School District 35 Representative
Georgia Mihalopoulos, Public-at-Large Representative
Michael Pope, Glencoe Public Library Representative
Peter Van Vechten, Historic Preservation Commission Representative
James Thompson, Public-at-Large Representative

The following Commissioners were absent:

Scott Novack, Zoning Board of Appeals Representative
Greg Turner, Public-at-Large Representative

The following Village staff were also in attendance:

Taylor Baxter, Development Services Manager
Lee Brown, Village Planner
David Mau, Public Works Director

Also in attendance were:

Trustee Dudley Onderdonk
Francesca Lawrence, Teska Associates

2. CONSIDER THE JULY 27, 2022 PLAN COMMISSION MEETING MINUTES

Commissioner Thompson made a motion to approve the July 27, 2022 Plan Commission Meeting Minutes, as submitted. Commissioner Pope seconded the motion.

RESULT:	ACCEPTED
AYES:	Gale, Huvard, Lissner, Mihalopoulos, Pope, Spain, Thompson, Van Vechten (8)
NAYS:	None (0)
ABSTAIN:	None (0)

ABSENT:	Novack, Turner (2)
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3. PUBLIC COMMENT – None

4. CONSIDERATION OF EXTERIOR APPEARANCE REVIEW FOR NEW SIGNAGE AT THE MINI CAR DEALERSHIP AT 2100 FRONTAGE ROAD

Development Services Manager Taylor Baxter reported that this is an application for three new wall signs only, at a car dealership in the Highway Frontage (HF) zoning district, and it does not include any ground signs. He explained that the proposed signage meets all applicable zoning code standards for square footage and illumination. He noted that all three signs are under 100 sq. ft. and illumination would be 175 foot-candles maximum.

In addition, Development Services Manager Baxter displayed a site plan of the property and pointed out the location of the proposed signs. He stated that these signs are also in keeping with the goal, guideline, and design elements in the Design Guidelines.

In conclusion, Development Services Manager Baxter explained that approval or denial of this application is at the discretion of the Plan Commission and does not require action by the Village Board.

Commissioner Pope made a motion to approve the proposed three new wall signs at 2100 Frontage Road. Commissioner Thompson seconded the motion.

RESULT:	ACCEPTED
AYES:	Gale, Huvard, Lissner, Mihalopoulos, Pope, Spain, Thompson, Van Vechten (8)
NAYS:	None (0)
ABSTAIN:	None (0)
ABSENT:	Novack, Turner (2)

5. UPDATE AND DISCUSSION OF NEXT STEPS FOR THE COMPREHENSIVE PLAN

Chairman Huvard advised that he is working on goals for the Comprehensive Plan process and has a detailed plan, but wanted to determine exactly where the discussion is now and what should be discussed next. He felt that they should start working on sustainability and resilience for the base concept.

Village Planner Lee Brown explained that everything relates and they need to run through data and talk about the tasks that were accepted as part of this role. He reported that the website www.allinglencoe.org is now live, and noted that this is just one of the portals which will allow the residents to stay at home and make their comments.

Francesca Lawrence, Senior Planner from Teska Associates, presented highlights of the website and explained how to maneuver through it. She noted that residents can get updates if they register their email address. Ms. Lawrence reported that there will be a community visioning pop-up on Saturday, October 1 from 10 a.m. to 12:00 p.m., on Vernon Avenue outside of Hometown Coffee. There will be free donuts for the first fifty visitors and a \$25 gift card raffle. She said everyone is invited to come and share ideas and aspirations for the Village's future.

Mr. Brown explained that the agenda for tonight will include a Community Snapshot, Liaison Discussion, and Engagement Updates. He presented the following community details about Glencoe:

- General Population Characteristics – 2,992 single-family detached housing with three people per household (there is no senior housing)
- Population – 8,849; Median Age – 47; Household Income - \$195,000
- Population Forecast – modest increase from 1990 to 2020 with 11,000 predicted by 2050 (numbers are from CMAP)

Commissioner Van Vechten reported that the 60's and 70's had the highest population and the national trend in household size has been going down for the last 75 years. Mr. Brown commented that some of the numbers in the statistics need to be challenged because Glencoe is experiencing younger families moving in and that could change the household size.

- Age – 8% of the population is 20-34; 17% is 35-49 (desirable age for retailers); 25% is 50-64 and 21% is 65+
- Race and Ethnicity – 98% white and under 2% Hispanic/Latino – 12% of households speak different languages
- Education – 47% have Graduate or Professional Degree
- Employment – 1,942 live elsewhere and work in Glencoe; 151 live and work in Glencoe; 3,601 live in Glencoe and work elsewhere
- Mode of Travel to Work – 11.2% work at home; 59.6% drive alone and 4.3% car pool
- Income – median household income is \$196,000 with 55% making \$150,000 or more
- Age – since 2010 there has been a decline in people under 20 and an increase in people over 55
- Housing Occupancy – 3,127 owner-occupied; 175 renter-occupied; 245 vacant units
- Teardowns – 26% of Glencoe houses demolished since 1980 – out of 828 teardowns, 87 were designated historic

Mr. Brown questioned if the Village should have a range of housing types and sizes, because there is evidence that without a broad range the Village cannot provide appropriate homes to meet the requirements of the residents. Commissioner Van Vechten commented that there are spec homes built by developers and the average size house has increased. He noted that smaller homes closer to the downtown area are in demand and there is potential for people to be looking for different types of housing other than a mansion. Chairman Huvard stated that the Village has regulations in place that do not promote smaller lots or smaller houses. Commissioner Van Vechten further commented that over 50% of the lots in Glencoe are non-conforming because they were laid out 100 years ago.

Mr. Brown continued on with the Liaison Discussion and advised that the Plan Commission is acting as the liaison to all other commissions, committees and boards. He said that staff at Teska Associates will contact the heads of all commissions, committees and boards, and ask to be put on their agendas to discuss the Comprehensive Plan update. Commissioners asked what their assignments were and Mr. Brown suggested a possible list as follows:

Bruce Huvard - Glencoe Council for Inclusion & Community
Gail Lissner – Village Board responsibilities
Marc Gale – School Board
Georgia Mihalopoulos – Sustainability Task Force

Scott Novack – Zoning Board
Michael Pope – Library Board
Carol Spain – Park District
James Thompson – Chamber of Commerce
Greg Turner – Golf Advisory Committee
Peter Van Vechten – Preservation Commission

Mr. Brown asked Commissioners to contact him if they have a different preference, and he will email a final list to all Commissioners. He explained that Commissioners will be notified when agenda dates are known, which might take several months, and he commented that more than just the liaison assigned are encouraged to attend the meeting.

Chairman Huvard asked Teska Associates staff to provide a list of discussion items for the next three or four meetings so Commissioners have a sense of where the process is going, and he asked what will be discussed at the October meeting. Mr. Brown replied that the topic for the October meeting will be housing and he will provide a list of issues to be discussed and questions that need to be answered. He said he will also provide a reading list for Commissioners.

Commissioner Pope asked about parking issues and Mr. Brown said parking would be addressed. Commissioner Thompson suggested that questions should come from both sides because Commissioners will have questions also. Commissioner Van Vechten asked Development Services Manager Baxter to email all Commissioners with a link to the recent Community Survey, which will serve as a good refresher.

In conclusion, Chairman Huvard thanked Mr. Brown and Ms. Lawrence for the presentation, and stated that there is now a plan in place and it is in the process of getting implemented.

6. STANDING COMMITTEE REPORTS/ANNOUNCEMENTS - None

6. ADJOURNMENT

Following a motion by Commissioner Pope and a second by Commissioner Spain, the meeting was adjourned at 8:37 p.m.

RESULT:	ACCEPTED
AYES:	Gale, Huvard, Lissner, Mihalopoulos, Pope, Spain, Thompson, Van Vechten (8)
NAYS:	None (0)
ABSTAIN:	None (0)
ABSENT:	Novack, Turner (2)



VILLAGE OF GLENCOE MEMORANDUM

675 Village Court, Glencoe, Illinois 60022

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www.villageofglencoe.org

DATE: November 18, 2022

TO: Village of Glencoe Plan Commission

CC: David Mau, Public Works Director
Lee Brown, Village Planner
Taylor Baxter, Development Services Manager

FROM: Rich McGowan, Planner

SUBJECT: **Staff Memo – 640 Vernon Avenue Exterior Appearance Review**

Project background and applicant's request

The applicant, New Trier High School, has proposed a wall sign, an awning sign, and a ground sign at 640 Vernon Avenue. The property currently has a ground sign which will remain in place and will only be replaced with new sign faces. The property has existing awnings which will be replaced with identical awnings, one of which will have signage. The "One Stop Trev Shop" at 640 Vernon Avenue serves as a transition center for extended learning, providing students with opportunities to develop professional and entrepreneurial skills.

Applicable zoning code standards

The proposed signage meets all applicable zoning requirements.

	Standard	Allowed	Proposed
GROUND SIGN	Area	30 sq. ft.	30 sq. ft.
	Elevation	12' maximum	Approx. 6' (existing cabinet)
	Illumination	75 foot candles but not between 11 p.m. – 7 a.m.	50 foot candles
WALL SIGN	Area	Approx. 87 sq. ft. (1.5 sq. ft. per lineal foot of frontage that the business establishment abuts)	6.5 sq. ft.
	Elevation	8' min. to bottom edge	8.33' min. to bottom edge
	Illumination	75 foot candles but not between 11 p.m. – 7 a.m.	n/a
AWNING SIGN	Area	6" max. text height	4.5" text height
	Elevation	7' minimum	7' minimum
	Illumination	Not allowed	n/a

Applicable Design Guidelines standards

The Village's Design Guidelines includes the following criteria:

Signs (p. 30)

The proposed wall sign is in keeping with the goal, guideline, and design elements in the Design Guidelines. It is compatible with the building's size and provides information simply and legibly. It would be in an area that is efficient for the transmission of its content, does not obscure any architectural features, and would be legible in both day and night during the permitted hours of illumination.

Staff recommendation

Exterior appearance review approval or denial is at the discretion of the Plan Commission and does not require action by the Village Board. If the Commission finds that the proposed signage is consistent with the Design Guidelines, staff recommends approval of the request as submitted. If the Commission finds that the proposed signage is inconsistent with the Design Guidelines, staff recommends denial of the request. Staff is of the opinion that the proposed signage is in keeping with the policies and intent of the Design Guidelines.



VILLAGE OF GLENCOE

FORMS & APPLICATIONS

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Exterior Appearance Review Application

Section A: Project Type

Check all that apply:

- ☐ New building
- ☐ Alteration or addition
- ☐ Signage
- ☐ Other

Section B: Project Information

Subject property address: _____

Applicant name: New Trier High School, Jim Maile Applicant phone: _____

Applicant e-mail: _____

Owner name (if different from applicant): _____

Owner phone: _____ Owner e-mail: _____

Brief description of project: _____

Section C: Acknowledgement and Signature:

☐ I hereby acknowledge that all information provided in this application is true and correct.

Applicant's signature

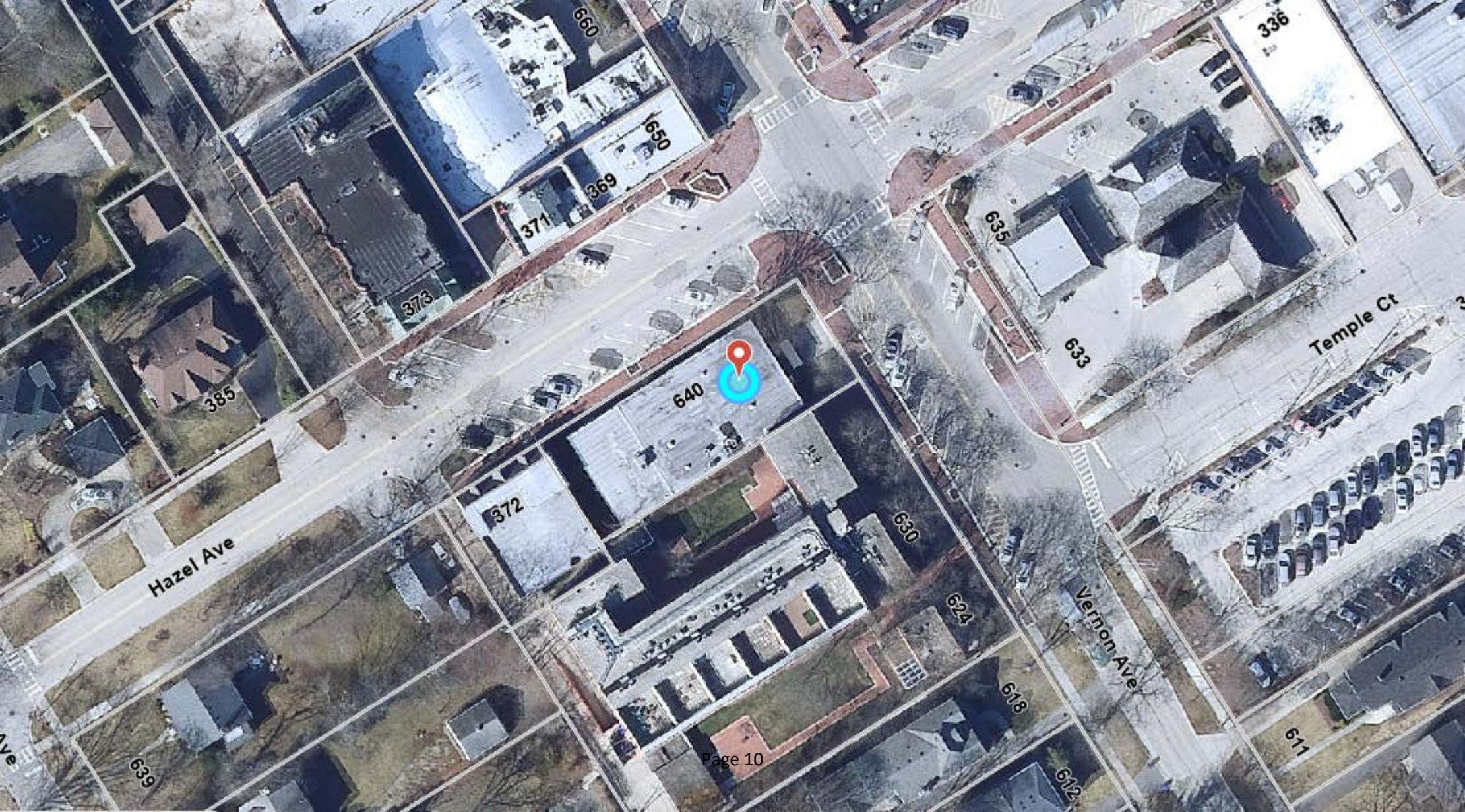
Date

Owner's signature (if different than applicant)

Date

Please e-mail, mail or deliver this form with any supporting material to:

Public Works Department
Village of Glencoe
675 Village Court
Glencoe, Illinois 60022
Phone: (847) 835-4111 | E-mail: permits@villageofglencoe.org



Client Signature Approval

Client Print Name

Date



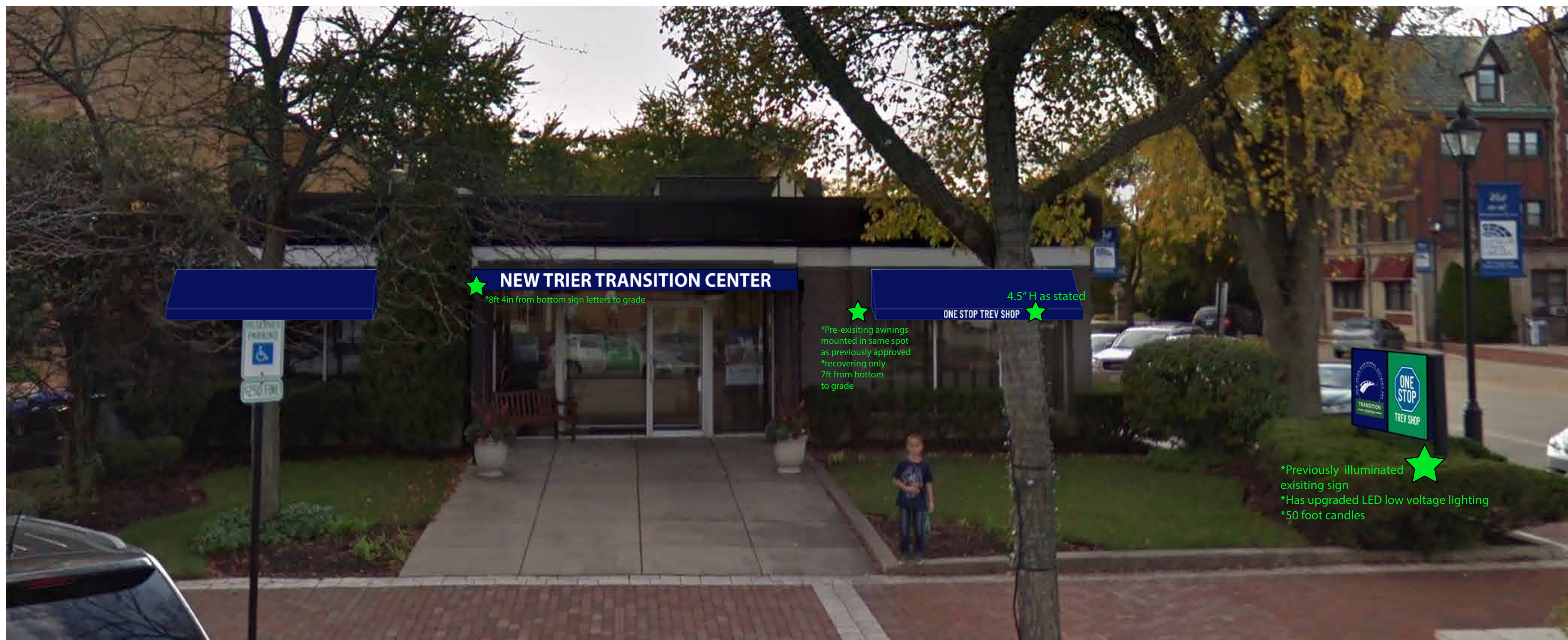
Artwork is **APPROVED**
Proceed with order



Make Changes
& send **NEW Proof**



Make Changes
& **Proceed with order**



NEW TRIER TRANSITION CENTER

6.5 Sq ft - 6.5" H x 12ft W - 1/2" Thick Acrylic - White - Adhesive Mounted To Canopy



ONE STOP TREV SHOP

1.76 sq ft - 4.5" H x 4ft W - Painted White - text on Canvas Awning - Front Valance



Exterior Building Sign Work



417 Sheridan Rd.
Highwood, IL 60040

O: 708-669-7177 C: 630-313-0286

E: Cory@icsignsinc.com

W: www.icsignsinc.com



Colors depicted on this drawing are printed simulations to assist in visualizing the design. They do not accurately reflect the actual colors specified.

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Example Photo of Acrylic letters

Example Photo
Painted Letters
on canvas awning



Job Name: Trev & New Tier

Contact: Jim

Location: 640 Vernon Glencoe IL

Date: 10-26-22

Manufacturer: IC Signs & Graphics Inc.

Sales Person: CLH

Design By: CLH



Drawing #: Exterior Signage

Client Signature Approval

Client Print Name

Date



Artwork is **APPROVED**
Proceed with order



Make Changes
& send **NEW Proof**



Make Changes
& **Proceed with order**



30" W

1" Divider

30" W

★ 60" overall Width x 36" H
Direct Printed Lexan For illuminated cabinet
★ **15 Sq ft per side**
Double sided



★ ***This cabinet is existing &
no changes to it
being made**

Exterior Existing Illuminated Monument Sign



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Highwood, IL 60040

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E: Cory@icsignsinc.com

W: www.icsignsinc.com



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Job Name: Trev & New Tier

Contact: Jim

Location: 640 Vernon Glencoe IL

Date: 10-26-22

Manufacturer: IC Signs & Graphics Inc.

Sales Person: CLH

Design By: CLH



Drawing #: Exterior Signage



EXTERIOR APPEARANCE REVIEW APPLICATION

DESIGN GUIDELINES CHECKLIST:

Streetscape Design Guidelines

PUBLIC REALM

SIDEWALK + STREETScape	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Provide adequate width for each specific streets level of use, while enhancing the appearance and function of the downtown.			X	
PUBLIC ART	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Develop creative spaces by incorporating public art into the design, and by creating standalone public art projects.			X	
MURALS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Ensure that murals are expressions of public art and significantly contribute to the visual interest along a streetscape. If a mural displays any type of commercial advertising, then it is considered a sign and will be subject to the sign ordinance and review by the Village of Glencoe.			X	

Architectural Design Guidelines

SITE ENHANCEMENTS

LANDSCAPING	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Design areas of landscape within large areas of hardscape and along edges to soften the space and provide a more visual appeal within the pedestrian environment.			X	
PARKING + PARKING LOT AMENITIES	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Design parking areas to be landscaped and screened from the public right of way wherever possible, while improving pedestrian and bicycle safety.			X	



EXTERIOR APPEARANCE REVIEW APPLICATION

DESIGN GUIDELINES CHECKLIST:

Architectural Design Guidelines (Continued)

SITE ENHANCEMENTS

LOADING + UNLOADING SERVICE AREAS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Minimize the adverse impacts loading and unloading service areas have on adjacent properties, pedestrians and access to the primary building.			X	

BUILDING FORM

MASSING + PROPORTION	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Design building massing with well-scaled elements or structures that are sensitive to the neighborhood context.			X	
BUILDING RHYTHM + ARTICULATION	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Create a rhythm by varying and articulating building massing and façades to contribute to a fine-grained, pedestrian scale environment at the street level.			X	
BUILDING HEIGHT TO RIGHT OF WAY WIDTH	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Design building heights with right of way widths to frame the public space using a ratio of 1:2 or 1:3.			X	
MULTIPLE TENANT SPACES	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Incorporate building features that distinguish between multiple tenant spaces along a facade.			X	



EXTERIOR APPEARANCE REVIEW APPLICATION

DESIGN GUIDELINES CHECKLIST:

Architectural Design Guidelines (Continued)

BUILDING FORM

BUILDING SETBACKS, STEPBACKS + BUILD-TOS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Create setbacks and alignments of new buildings to respect the existing pattern of development. Stepbacks in the building facade can occur to add more visual interest along a street.			X	
BUILDING CORNERS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Establish building corners with architectural articulation and activating uses. (Activating uses can be shops, cafés, or other businesses at the ground level, that contribute to creating lively street environments).			X	
MECHANICAL EQUIPMENT + UTILITIES	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Coordinate the design and integration of mechanical equipment and utilities into the overall building and streetscape design.			X	

FACADE COMPONENTS

ENTRANCES	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Provide an enhanced entry that is designed in relationship to the overall size and scale of the building.			X	
WINDOWS + DOORS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Locate and space windows and doors to express a rhythm and create visual continuity with existing structures as far as materials, proportions and typologies.			X	



EXTERIOR APPEARANCE REVIEW APPLICATION

DESIGN GUIDELINES CHECKLIST:

Architectural Design Guidelines (Continued)

FACADE COMPONENTS

AWNINGS + CANOPIES	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Design awnings and canopies to be an integral part of the architecture of the buildings they are attached to and provide pedestrians with cover from the elements.			X	
BUILDING MATERIALS + COLORS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Ensure materials and colors reflect the local identity and the intended approach to the character of the downtown. Different material and colors may be appropriate to define key buildings and/or spaces.			X	
Materials Palette: (See Design Guidelines for Reference)			X	
Colors Palette: Primary colors should compliment the existing context, however, since the downtown is envisioned as a lively, playful environment, the use of more vivid colors for select accents is encouraged. Color schemes submitted by applicants will be reviewed with this vision in mind.			X	
LIGHTING	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Ensure that lighting provides a safe and visible pedestrian realm as well as establishing a theme or character for different streets and buildings.			X	



EXTERIOR APPEARANCE REVIEW APPLICATION

DESIGN GUIDELINES CHECKLIST:

Architectural Design Guidelines (Continued)

FACADE COMPONENTS

HISTORIC PRESERVATION	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Preserve and enhance the historical character of the Village's historic buildings, spaces and neighborhoods.			X	
SIGNS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Contribute to an overall sense of high quality design, creativity and distinct identity for the village.	X			

COMMENTS

See attached memo.

Signs



Design Goal:

Clear identification of the building and building use while adding visual interest to the building's architecture.

DESIGN GUIDELINES FOR SIGNS



Design Guideline:

Contribute to an overall sense of high quality design, creativity and distinct identity for the village.



Design Elements:

- ☐ Signs should be sized, located, and of a type most efficient to the transmission of its content to the audience it serves. Blade signs are often the best choice for pedestrian environments such as Glencoe's downtown district.
- ☐ A building's architecture often provides guidance for appropriate sign locations on the building.
- ☐ Signs should be in scale and compatible with the proportions and composition of the building, and should not obscure or dominate any architectural features but integrated as far as the overall design.
- ☐ Signs may be effective for site wayfinding or as a gateway element for entrances into business districts
- ☐ Provide a contrast between the color and material of the background and the letters or symbols to make the sign easier to read in both day and night.
- ☐ Signs must provide information simply and legibly, and should be limited to identifying the business name and its primary goods and services.

DESIGN GUIDELINES FOR SIGNS (CONTINUED)



Design the content of the sign to be clearly legible. Source: City of Ithaca, NY Design Guidelines



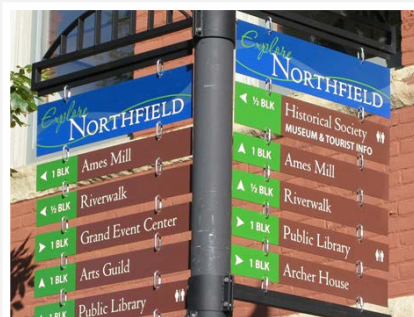
Simple creative signs that accentuate the building facade. Source: Alexandria VA Design Guidelines.



Awning signs can be simple designs and highlighted with accent lighting.



Projecting signs should attract pedestrians passing by. Source: Alexandria VA Design Guidelines.



Wayfinding Signs enhance the pedestrian experience by clearly identifying key locations and distances.



Gateway Signs create a sense of place within a downtown.



VILLAGE OF GLENCOE MEMORANDUM

675 Village Court, Glencoe, Illinois 60022
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www.villageofglencoe.org

DATE: November 23, 2022

TO: Village of Glencoe Plan Commission

CC: David Mau, Public Works Director
Lee Brown, Village Planner
Rich McGowan, Planner

FROM: Taylor Baxter, Development Services Manager

SUBJECT: **Staff Memo – 366 Park Avenue Exterior Appearance Review**

Project background and applicant's request

The applicant, Sunrise Foods International, has proposed a projecting sign, above the ground-floor door of a three-story commercial building at 366 Park Avenue. The property does not currently have commercial signage. Sunrise Foods is located on an upper floor of the building, and the installation of a projecting sign on the ground floor would prevent the installation of a wall sign in the future. Window signage would still be permitted for the ground-floor suite. The applicant has stated that the sign will have a "wood-like finish" and would be hung from a pole above the door. The sign would not be illuminated.

Applicable zoning code standards

The proposed signage meets all applicable zoning requirements.

	Standard	Allowed	Proposed
PROJECTING SIGN	Area	36" x 42" x 2"	12" x 24" x <2"
	Elevation	8' minimum	>8'
	Illumination	75 foot candles max	None
	Number	1 per ground-floor frontage	1 per ground-floor frontage

Applicable Design Guidelines standards

The Village's Design Guidelines includes the following criteria:

Signs (p. 30)

The proposed sign is in keeping with the goal, guideline, and design elements in the Design Guidelines. It is compatible with the building's size and provides information simply and legibly. It would be in an area that is efficient for the transmission of its content, does not obscure any architectural features. The sign would likely be legible at night due to illumination from nearby lights.

Staff recommendation

Exterior appearance review approval or denial is at the discretion of the Plan Commission and does not require action by the Village Board. If the Commission finds that the proposed signage is consistent with the Design Guidelines, staff recommends approval of the request as submitted. If the Commission finds that the proposed signage is inconsistent with the Design Guidelines, staff recommends denial of the request. Staff is of the opinion that the proposed signage is in keeping with the policies and intent of the Design Guidelines.



VILLAGE OF GLENCOE

FORMS & APPLICATIONS

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www.villageofglencoe.org

Exterior Appearance Review Application

Section A: Project Type

Check all that apply:

- ☐ New building
- ☐ Alteration or addition
- ☒ Signage
- ☐ Other

Section B: Project Information

Subject property address: 366 Park Ave

Applicant name: Sunrise Foods International c/o Modus Ventures Corp. Applicant phone: 306-500-0197

Applicant e-mail: jolie@modusventures.ca

Owner name (if different from applicant): Glencoe/Park Avenue LLC

Owner phone: 847-432-8100 Owner e-mail: jyrc@comcast.net

Brief description of project: New tenant sign being put on office space being leased in building

Section C: Acknowledgement and Signature:



I hereby acknowledge that all information provided in this application is true and correct.


Applicant's signature

2022-10-18
Date

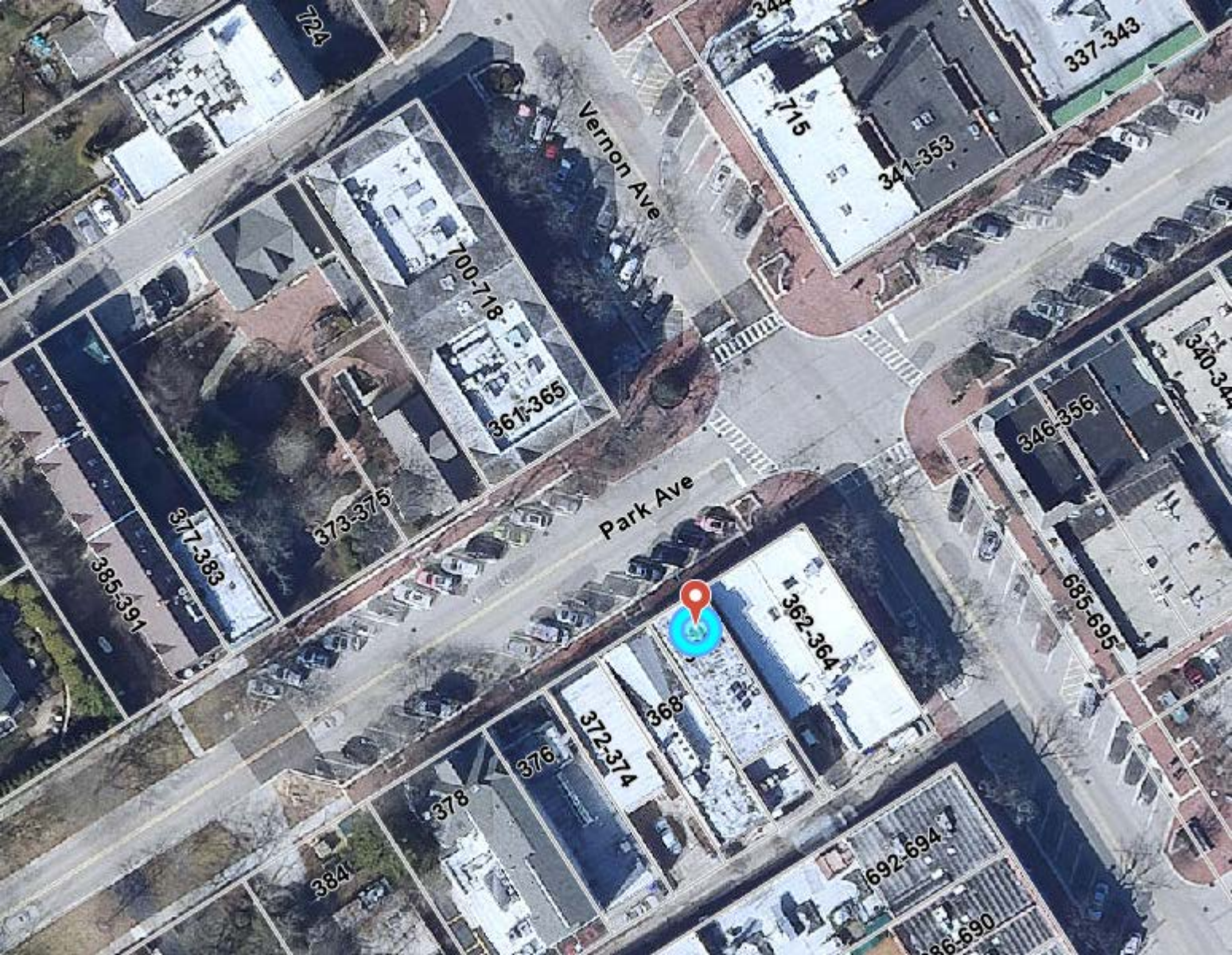

Owner's signature (if different than applicant)

10/18/22
Date

Please e-mail, mail or deliver this form with any supporting material to:

Public Works Department
Village of Glencoe
675 Village Court
Glencoe, Illinois 60022

Phone: (847) 835-4111 | E-mail: permits@villageofglencoe.org



Vernon Ave

Park Ave



337-343

715

341-353

340-344

346-356

685-695

362-364

368

372-374

376

378

384

692-694

386-690

700-718

361-365

373-375

377-383

385-391

124

SIGNAGE SUBMISSION

re: 366 PARK AVE, GLENCOE, IL.

22-11-21

PROJECTING SIGN



NOTE: BACKGROUND TO BE
A WOOD LIKE FINISH, NOT
FLAT COLOR AS SHOWN





The Village of Glencoe

EXTERIOR APPEARANCE REVIEW APPLICATION

DESIGN GUIDELINES CHECKLIST:

Streetscape Design Guidelines

PUBLIC REALM

SIDEWALK + STREETScape	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Provide adequate width for each specific streets level of use, while enhancing the appearance and function of the downtown.			X	
PUBLIC ART	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Develop creative spaces by incorporating public art into the design, and by creating standalone public art projects.			X	
MURALS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Ensure that murals are expressions of public art and significantly contribute to the visual interest along a streetscape. If a mural displays any type of commercial advertising, then it is considered a sign and will be subject to the sign ordinance and review by the Village of Glencoe.			X	

Architectural Design Guidelines

SITE ENHANCEMENTS

LANDSCAPING	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Design areas of landscape within large areas of hardscape and along edges to soften the space and provide a more visual appeal within the pedestrian environment.			X	
PARKING + PARKING LOT AMENITIES	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Design parking areas to be landscaped and screened from the public right of way wherever possible, while improving pedestrian and bicycle safety.			X	



The Village of Glencoe

EXTERIOR APPEARANCE REVIEW APPLICATION

DESIGN GUIDELINES CHECKLIST:

Architectural Design Guidelines (Continued)

SITE ENHANCEMENTS

LOADING + UNLOADING SERVICE AREAS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Minimize the adverse impacts loading and unloading service areas have on adjacent properties, pedestrians and access to the primary building.			X	

BUILDING FORM

MASSING + PROPORTION	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Design building massing with well-scaled elements or structures that are sensitive to the neighborhood context.			X	
BUILDING RHYTHM + ARTICULATION	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Create a rhythm by varying and articulating building massing and façades to contribute to a fine-grained, pedestrian scale environment at the street level.			X	
BUILDING HEIGHT TO RIGHT OF WAY WIDTH	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Design building heights with right of way widths to frame the public space using a ratio of 1:2 or 1:3.			X	
MULTIPLE TENANT SPACES	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Incorporate building features that distinguish between multiple tenant spaces along a facade.			X	



EXTERIOR APPEARANCE REVIEW APPLICATION

DESIGN GUIDELINES CHECKLIST:

Architectural Design Guidelines (Continued)

BUILDING FORM

BUILDING SETBACKS, STEPBACKS + BUILD-TOS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Create setbacks and alignments of new buildings to respect the existing pattern of development. Stepbacks in the building facade can occur to add more visual interest along a street.			X	
BUILDING CORNERS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Establish building corners with architectural articulation and activating uses. (Activating uses can be shops, cafés, or other businesses at the ground level, that contribute to creating lively street environments).			X	
MECHANICAL EQUIPMENT + UTILITIES	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Coordinate the design and integration of mechanical equipment and utilities into the overall building and streetscape design.			X	

FACADE COMPONENTS

ENTRANCES	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Provide an enhanced entry that is designed in relationship to the overall size and scale of the building.			X	
WINDOWS + DOORS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Locate and space windows and doors to express a rhythm and create visual continuity with existing structures as far as materials, proportions and typologies.			X	



The Village of Glencoe

EXTERIOR APPEARANCE REVIEW APPLICATION

DESIGN GUIDELINES CHECKLIST:

Architectural Design Guidelines (Continued)

FACADE COMPONENTS

AWNINGS + CANOPIES	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Design awnings and canopies to be an integral part of the architecture of the buildings they are attached to and provide pedestrians with cover from the elements.			X	
BUILDING MATERIALS + COLORS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Ensure materials and colors reflect the local identity and the intended approach to the character of the downtown. Different material and colors may be appropriate to define key buildings and/or spaces.			X	
Materials Palette: (See Design Guidelines for Reference)			X	
Colors Palette: Primary colors should compliment the existing context, however, since the downtown is envisioned as a lively, playful environment, the use of more vivid colors for select accents is encouraged. Color schemes submitted by applicants will be reviewed with this vision in mind.			X	
LIGHTING	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Ensure that lighting provides a safe and visible pedestrian realm as well as establishing a theme or character for different streets and buildings.			X	



EXTERIOR APPEARANCE REVIEW APPLICATION

DESIGN GUIDELINES CHECKLIST:

Architectural Design Guidelines (Continued)

FACADE COMPONENTS

HISTORIC PRESERVATION	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Preserve and enhance the historical character of the Village's historic buildings, spaces and neighborhoods.			X	
SIGNS	Meets Intent	Does Not Meet Intent	N/A	Information Needed
Contribute to an overall sense of high quality design, creativity and distinct identity for the village.	X			

COMMENTS

See attached memo.

Signs



Design Goal:

Clear identification of the building and building use while adding visual interest to the building's architecture.

DESIGN GUIDELINES FOR SIGNS



Design Guideline:

Contribute to an overall sense of high quality design, creativity and distinct identity for the village.



Design Elements:

- ☐ Signs should be sized, located, and of a type most efficient to the transmission of its content to the audience it serves. Blade signs are often the best choice for pedestrian environments such as Glencoe's downtown district.
- ☐ A building's architecture often provides guidance for appropriate sign locations on the building.
- ☐ Signs should be in scale and compatible with the proportions and composition of the building, and should not obscure or dominate any architectural features but integrated as far as the overall design.
- ☐ Signs may be effective for site wayfinding or as a gateway element for entrances into business districts
- ☐ Provide a contrast between the color and material of the background and the letters or symbols to make the sign easier to read in both day and night.
- ☐ Signs must provide information simply and legibly, and should be limited to identifying the business name and its primary goods and services.

DESIGN GUIDELINES FOR SIGNS (CONTINUED)



Design the content of the sign to be clearly legible. Source: City of Ithaca, NY Design Guidelines



Simple creative signs that accentuate the building facade. Source: Alexandria VA Design Guidelines.



Awning signs can be simple designs and highlighted with accent lighting.



Projecting signs should attract pedestrians passing by. Source: Alexandria VA Design Guidelines.



Wayfinding Signs enhance the pedestrian experience by clearly identifying key locations and distances.



Gateway Signs create a sense of place within a downtown.

Call in Glencoe

Village of Glencoe Comprehensive Plan

Plan Commission Meeting · November 30, 2022

Agenda

- Project Status & Engagement Updates
- Liaison Meetings: Report Back
- “ State of the Community” / SWOT Assessment

Project Status & Engagement Updates

Project Schedule (October 2022 - July 2023)

Q4 2022

Begin Engagement &
“State-of-the-
Community”
Assessment

- Preliminary assessment of strengths, weakness, opportunities and threats
- Gathering liaison feedback from partners

Q1 2023

Defining Policy
Direction

- Summary of Perspectives from liaisons and the public
- Draft Vision, Goals and Objectives

Q2 2023

Subarea
Planning

- Land use and policy recommendations for the subareas

Q3 2023

Developing
Implementation
Strategies

- Develop implementation strategies and priorities





Community Visioning for the Village of Glencoe

Think 5 to 10 years into the future... what ideas and community aspirations do you have for Glencoe?

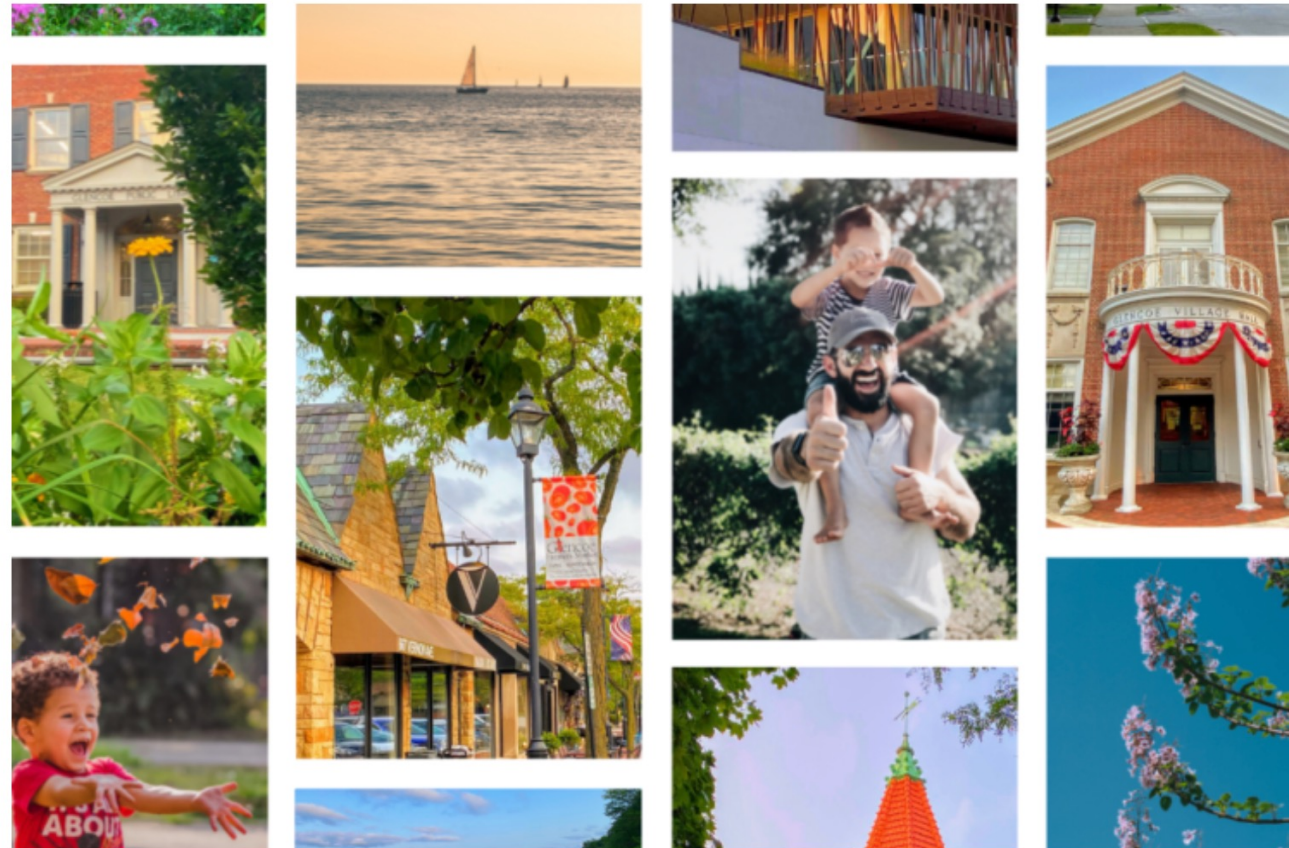
An already charming, distinct and beautiful place, the Village of Glencoe is embarking on a community visioning process to help shape its future. Central to this process is hearing from you, our residents, businesses and stakeholders. Explore this website to start sharing.

Subscribe for Project eNews

Explore Comment Map

Post on the Ideas Wall

[Home](#) [Learn▼](#) [Share Ideas▼](#) [Take Poll](#) [News](#) [Subscribe](#) [Contact](#)



AllInGlencoe.org



1,300+ Site Views



750+ Site Visitors

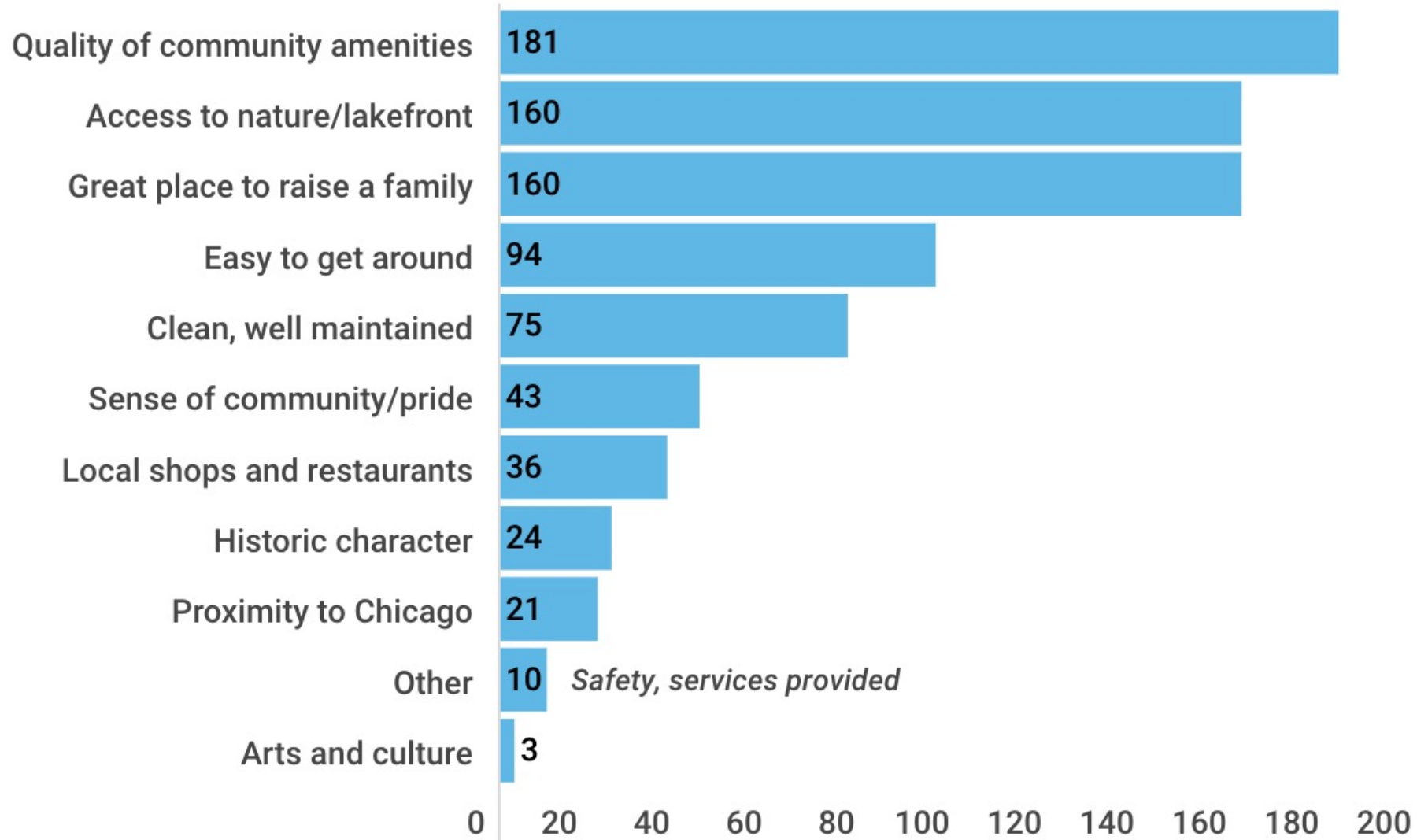


160+ Ideas Shared
(Comment Map + Ideas Wall)

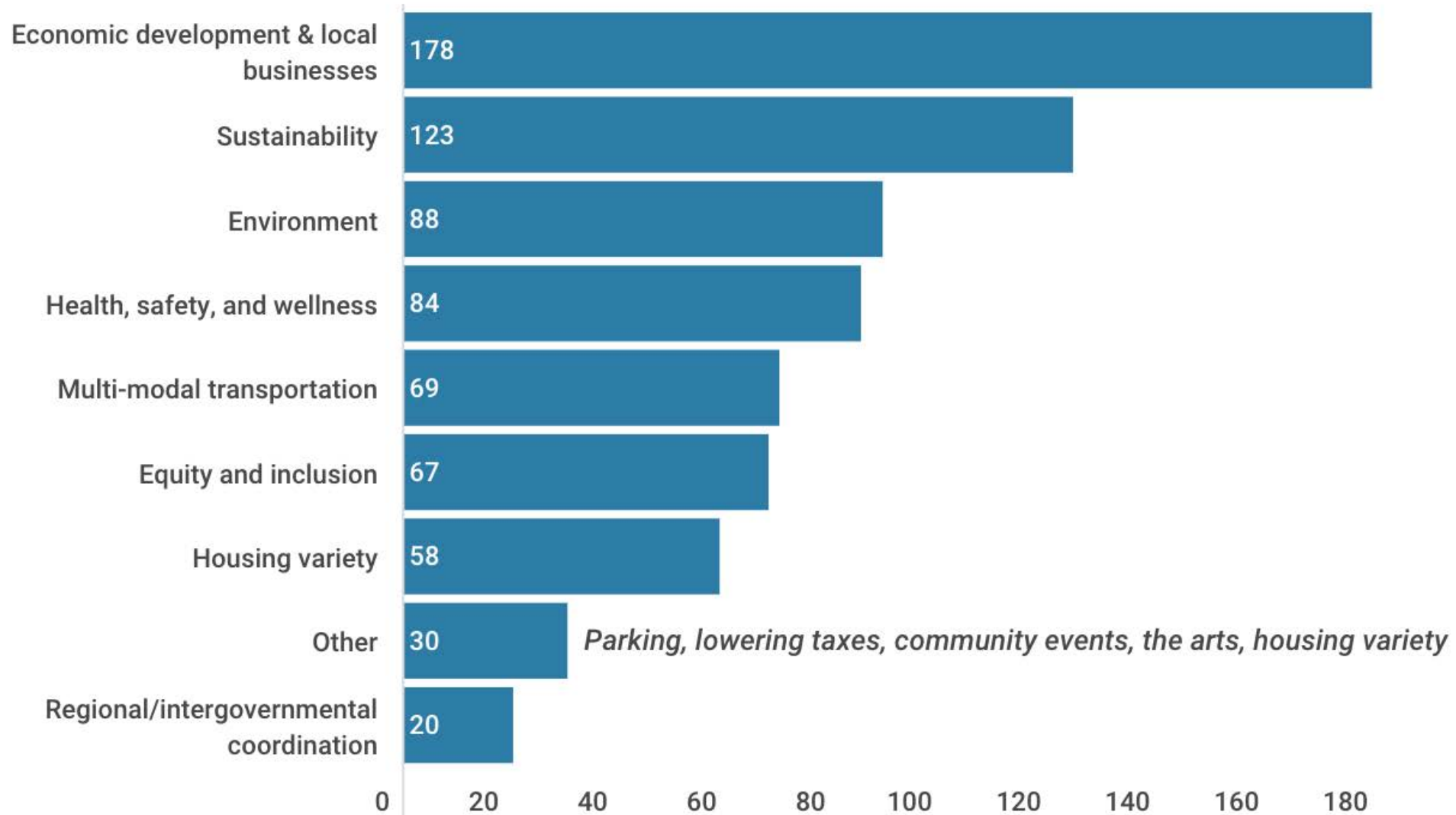
Community Starter Poll Summary

Nearly 300 people weighed in for the first poll for the All, In Glencoe community visioning process. A total of 277 responses came in over the six weeks that the poll was live, from October through mid-November. Results are summarized here.

1. What do you like MOST about Glencoe? (Select up to 3)



2. Which do you think present the greatest opportunity for future improvement in Glencoe? (Select up to 3)

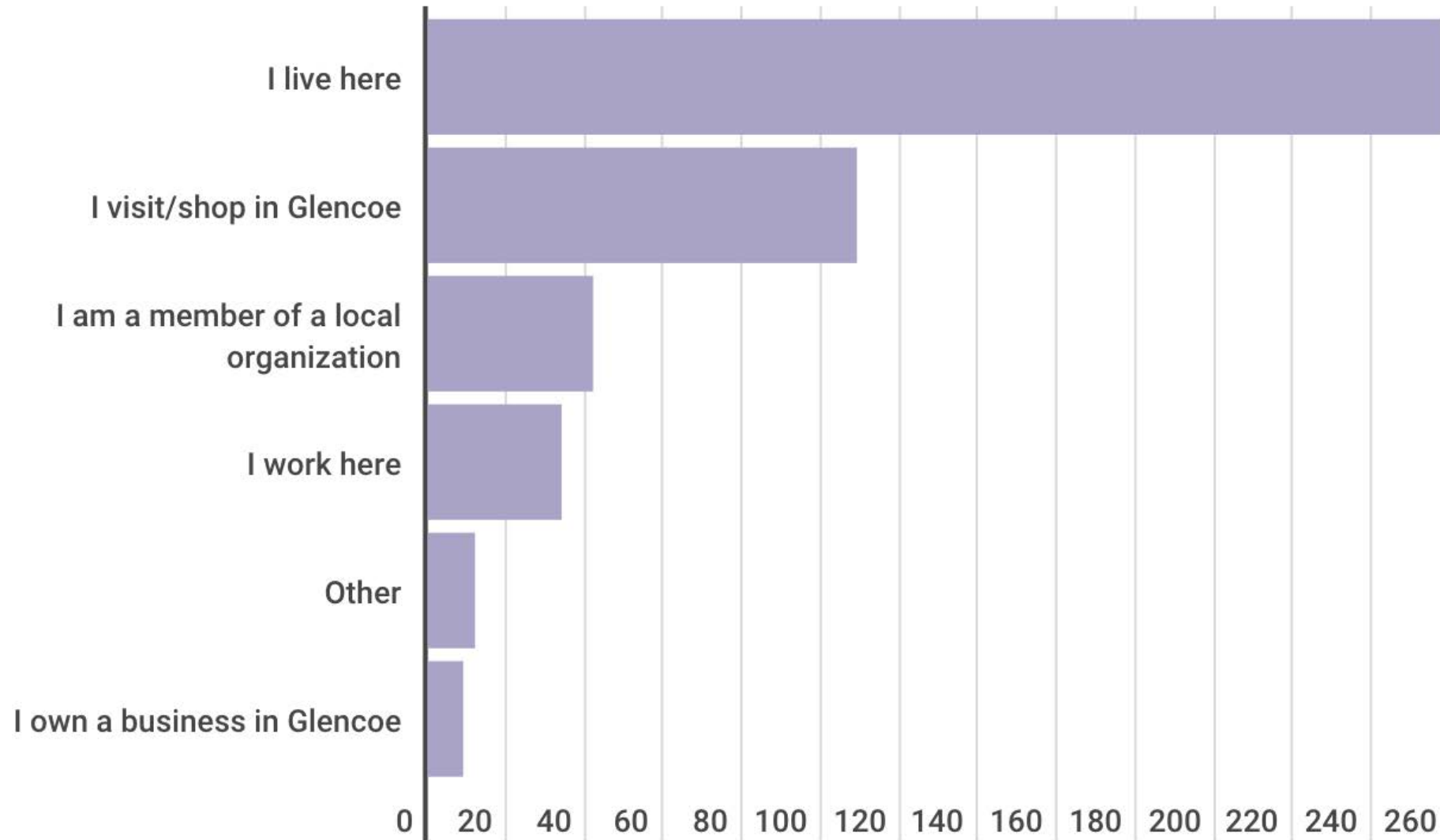


3. Think 10 years into the future... share three words or short phrases to describe Glencoe as you'd like it to be:

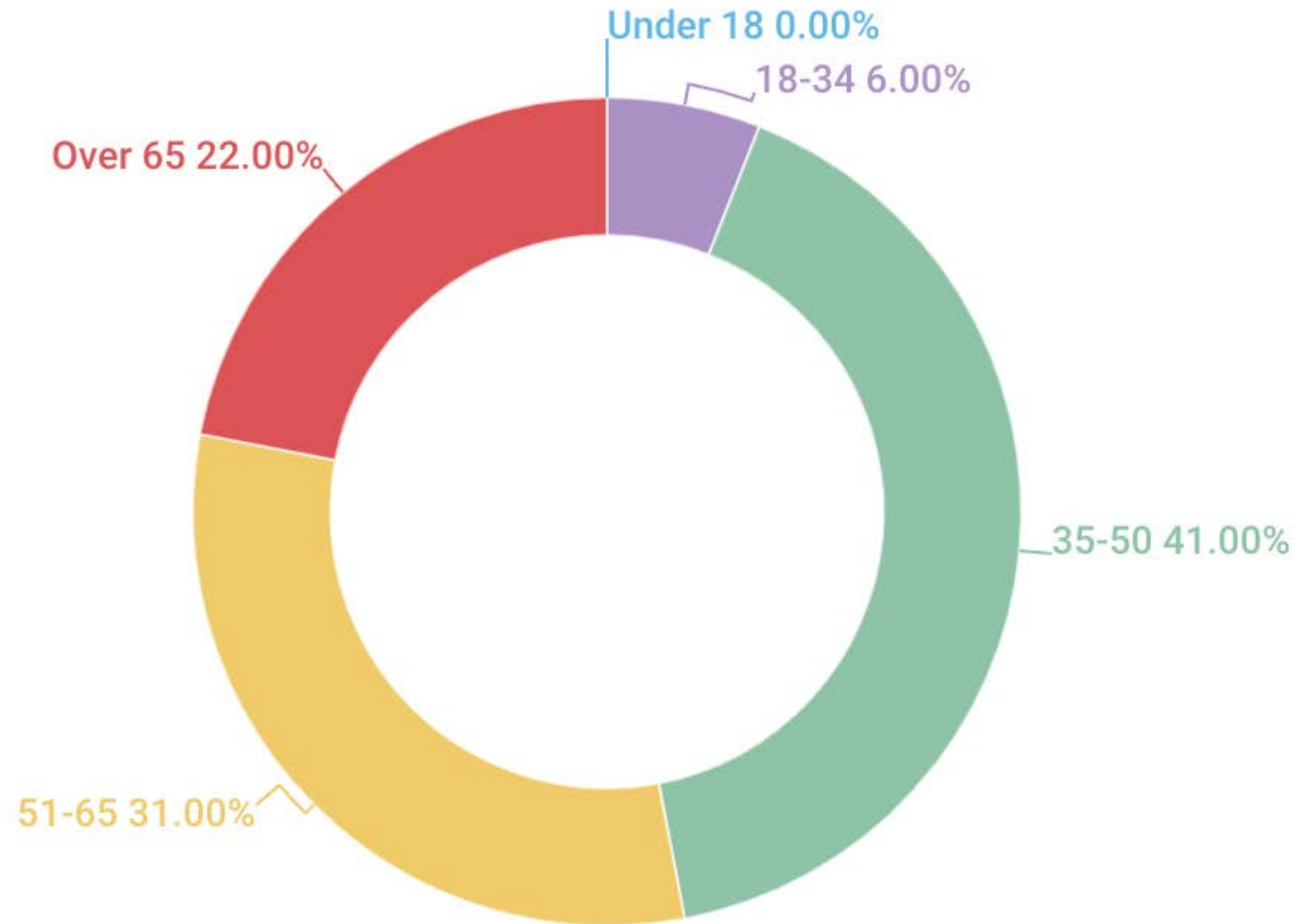


Commonly used key words:
safe (67), community (42),
inclusive (32), friendly
(29), diverse (25),
welcoming (23), family
(19), vibrant (19), clean
(17), small town (15),
restaurants (15),
sustainable (15), green
(14), beautiful (14)

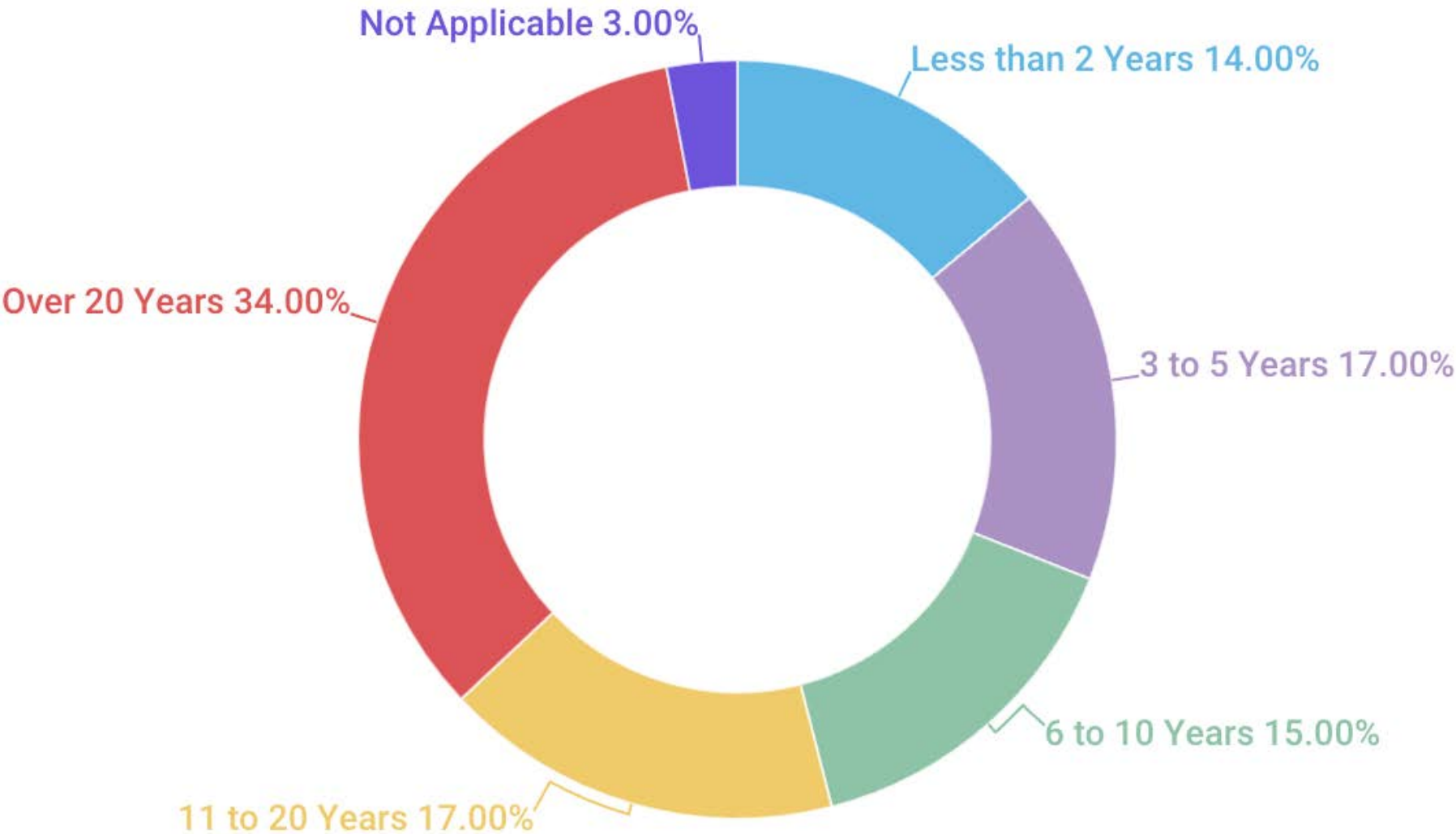
4. How are you connected to Glencoe? (Check all that apply)



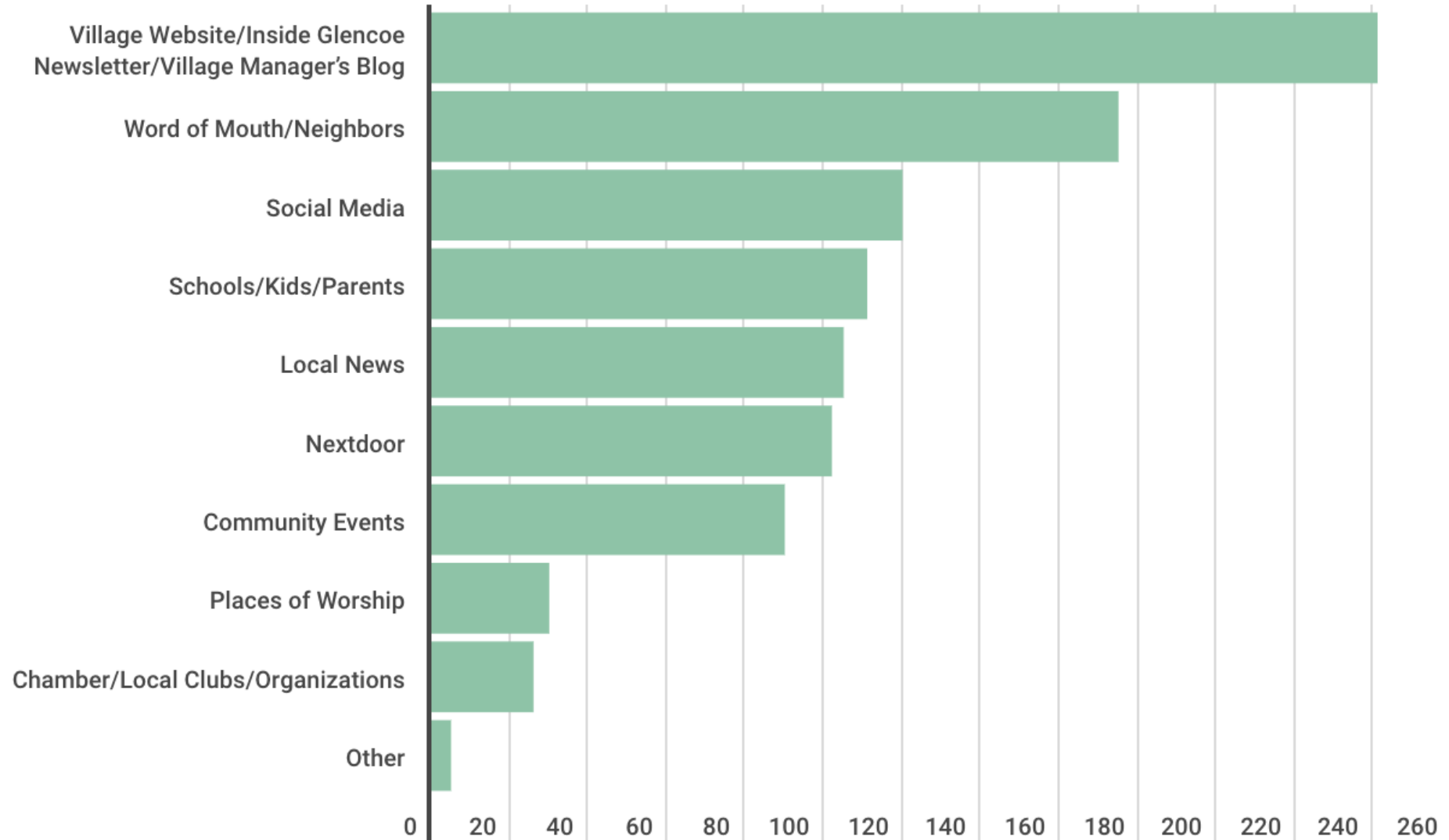
5. What age group do you belong to?



6. If a resident, how long have you lived in Glencoe?



7. How do you learn about what's happening in Glencoe?



Plan Commission Input

- Community Poll #2 will primarily test out preliminary goal statements
- *After reviewing Poll #1 results, are there specific questions you want to ask the community in Poll #2?*



Key Person Interviews

- Village President & Board Trustees (5 of 7)
- Family Service of Glencoe
- Friends of the Green Bay Trail
- North Shore United Methodist Church
- Writers Theatre
- Focus Group: Glencoe-raised young professionals who may move back to Glencoe
- *Ongoing interviews...*

Liaison Meetings

- Zoning Board (10/24)
- Park District Board (11/1)
- Preservation Commission (11/8 and 12/6)
- D35 School Board (11/16)
- Library Board (11/16)
- Council for Inclusion (12/7)
- Yet to be scheduled: Golf Advisory, Sustainability Task Force, Chamber/Business Groups

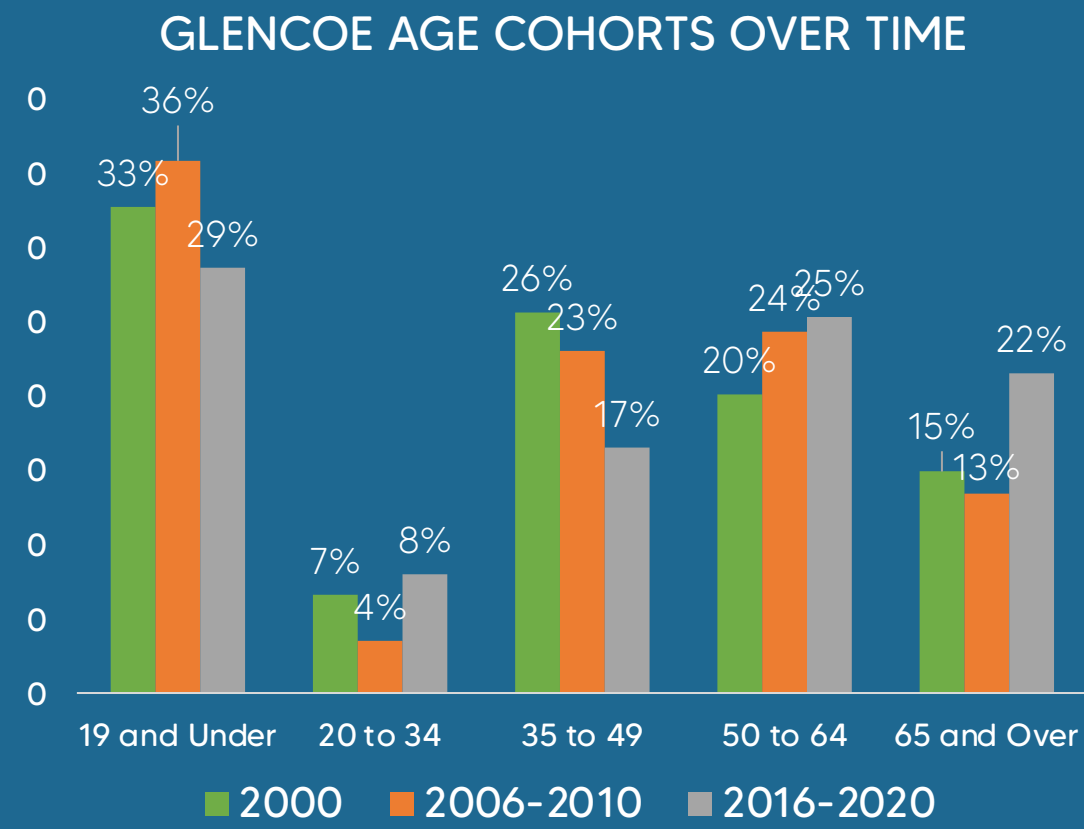
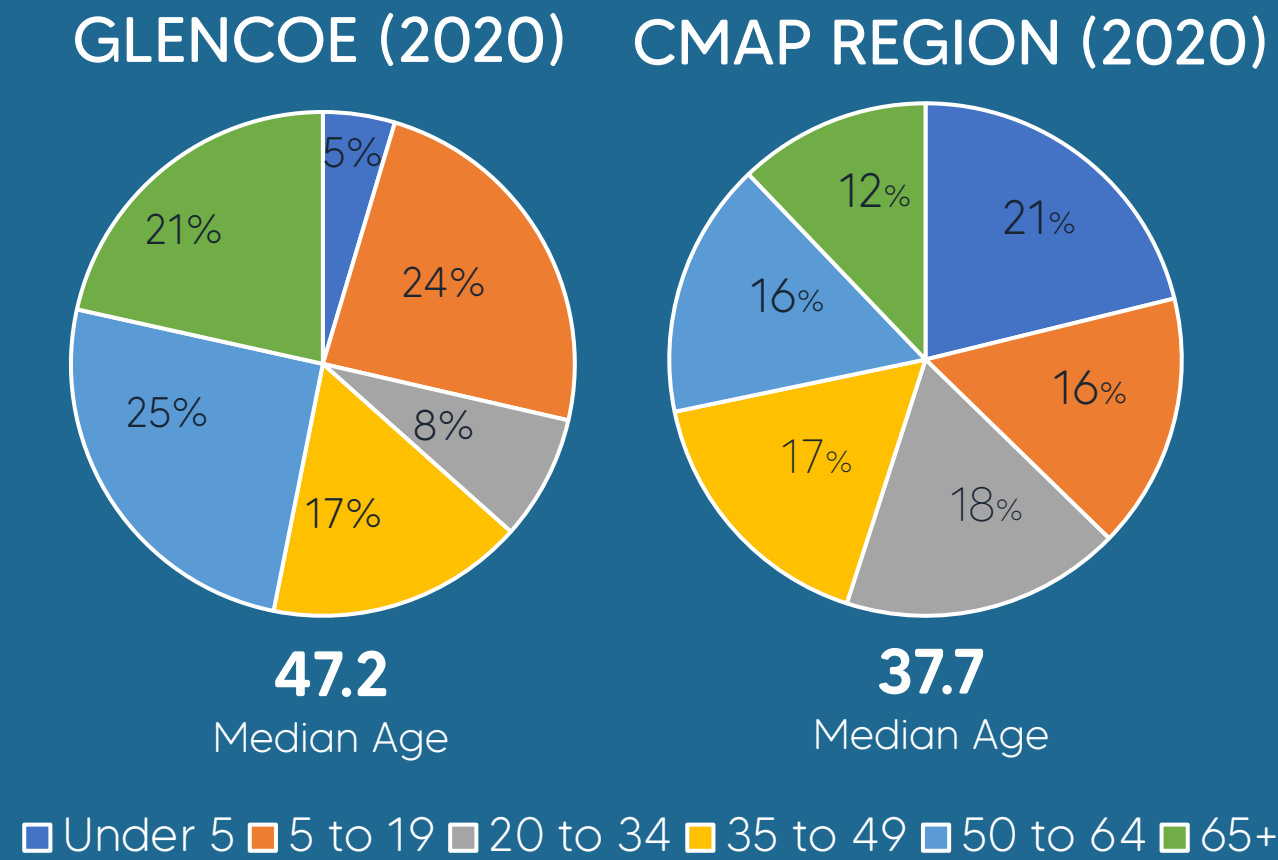
Liaison Meetings Report-Back

- Three Main Takeaways
- Continuing agenda items for major updates
- New questions posed as the planning process continues

State of the Community/ SWOT Assessment

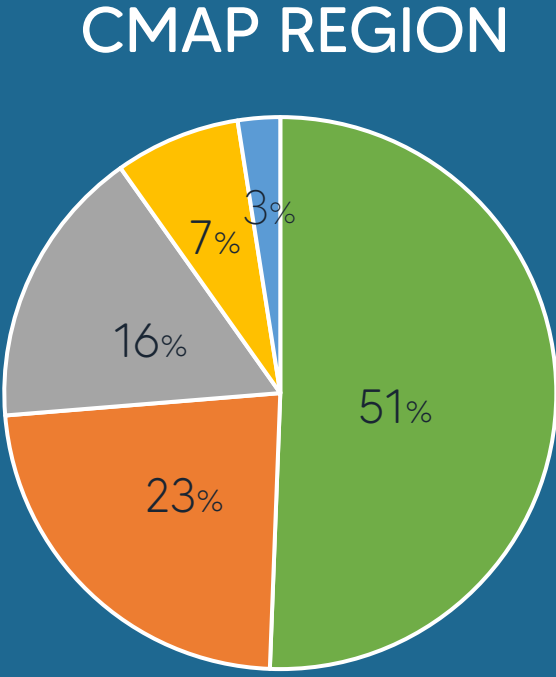
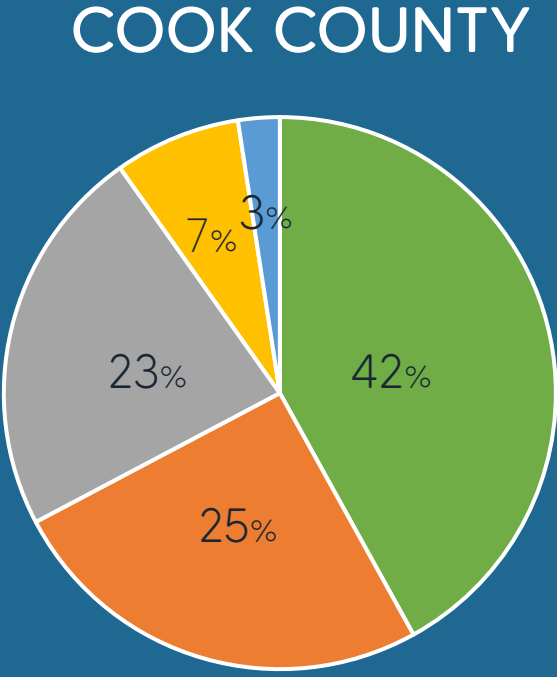
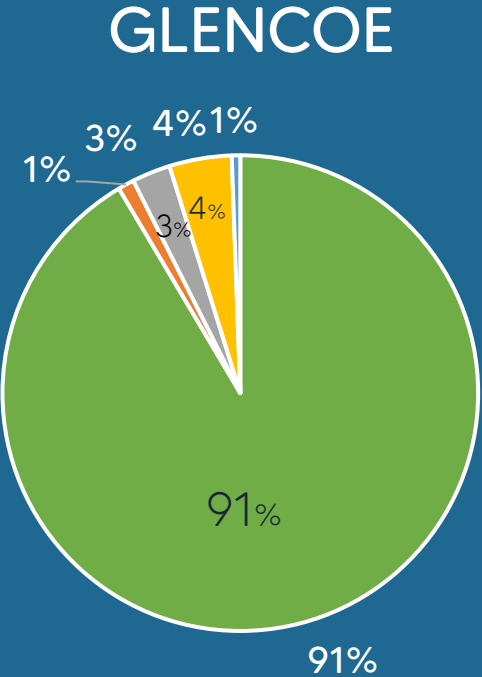
Assessment based on consultant team analysis + engagement learnings thus far

Nearly half of Glencoe’s population is nearing the “empty-nester / downsizing” life stage.



Source: 2016-2020 American Community Survey 5-Year Estimates

There is limited racial diversity.



- White (Non-Hispanic)
- Black (Non-Hispanic)
- Other/Multiple Races (Non-Hispanic)

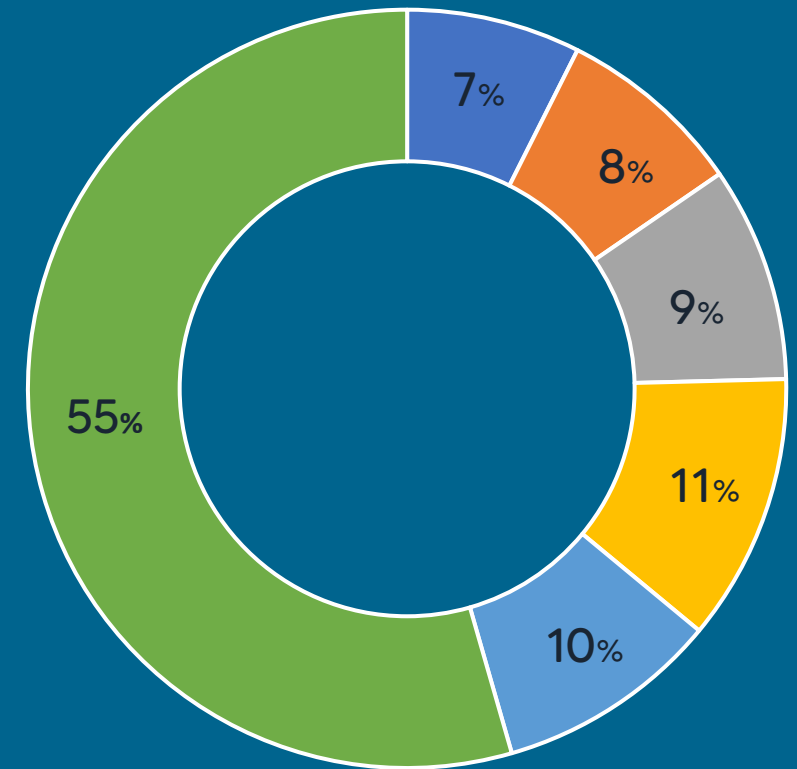
- Hispanic or Latino (of Any Race)
- Asian (Non-Hispanic)

Source: 2016-2020 American Community Survey 5-Year Estimates

Glencoe's households are largely high-income, but just under half earn less than \$150,000 per year.

Glencoe's median household income has also declined over the last decade. This downward shift may represent an increase in "retiree" households and an increase in single income households.

GLENCOE HOUSEHOLD INCOME DISTRIBUTION

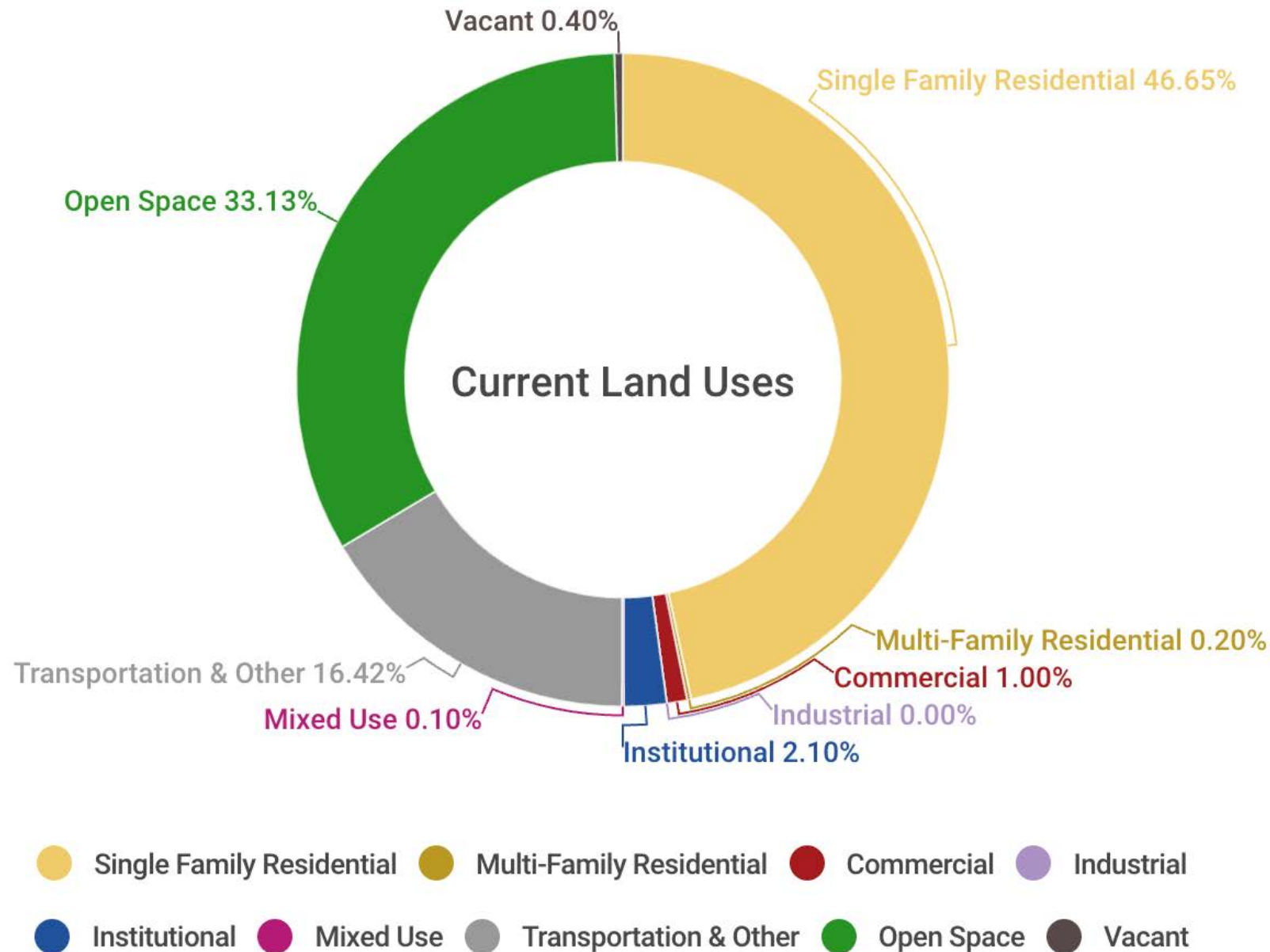


■ Less than \$25,000 ■ \$25,000 to \$49,999 ■ \$50,000 to \$74,999
■ \$75,000 to \$99,999 ■ \$100,000 to \$149,999 ■ \$150,000 and Over

Source: 2016-2020 American Community Survey 5-Year Estimates

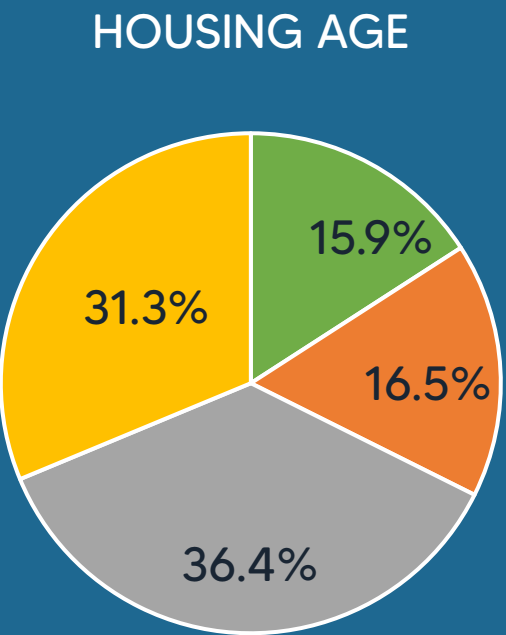
Land Use

- Predominantly single-family residential
- Less than 2% of land in town generates non-residential property tax or sales tax
- Ample open space

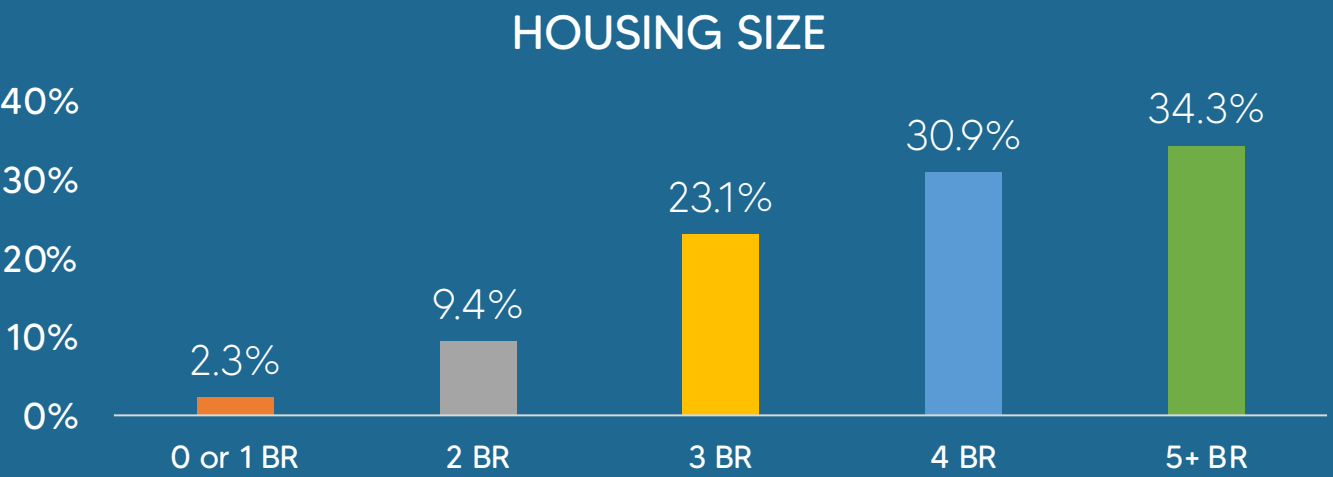
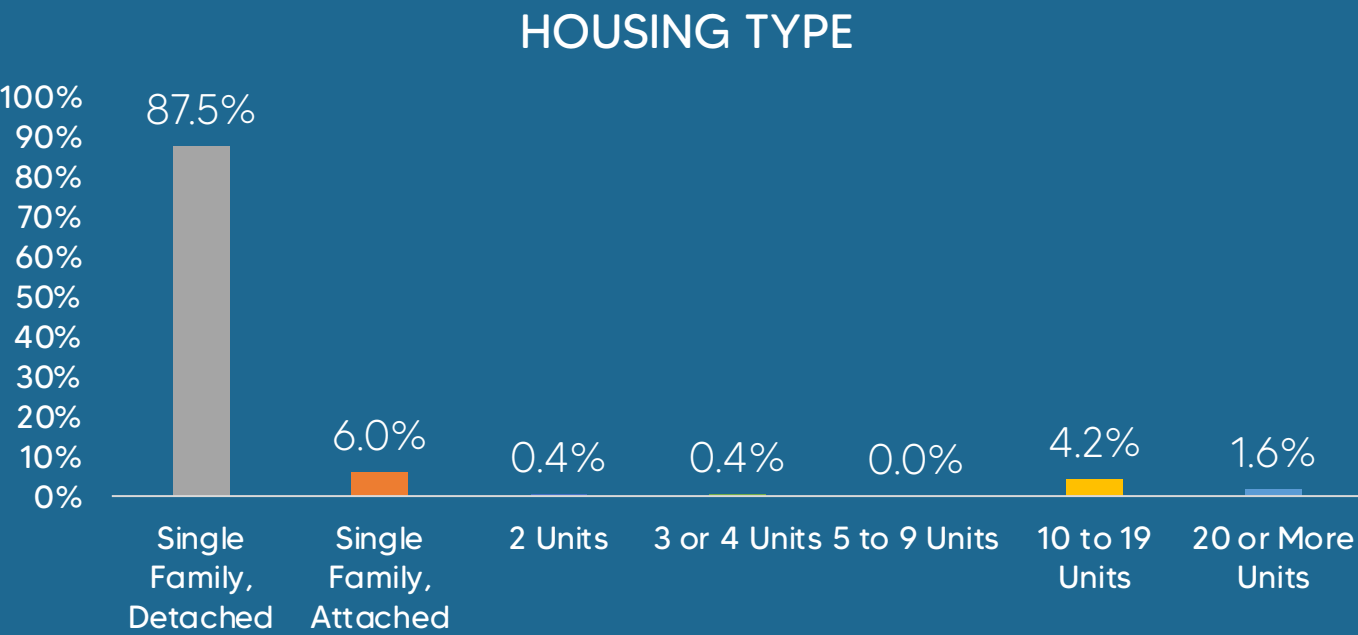


Source: Chicago Metropolitan Agency for Planning, 2015 Land Use Inventory

There is limited variety in the housing stock.



- Built 2000 or Later
- Built 1970 to 1999
- Built 1940 to 1969
- Built Before 1940



Source: 2016-2020 American Community Survey 5-Year Estimates

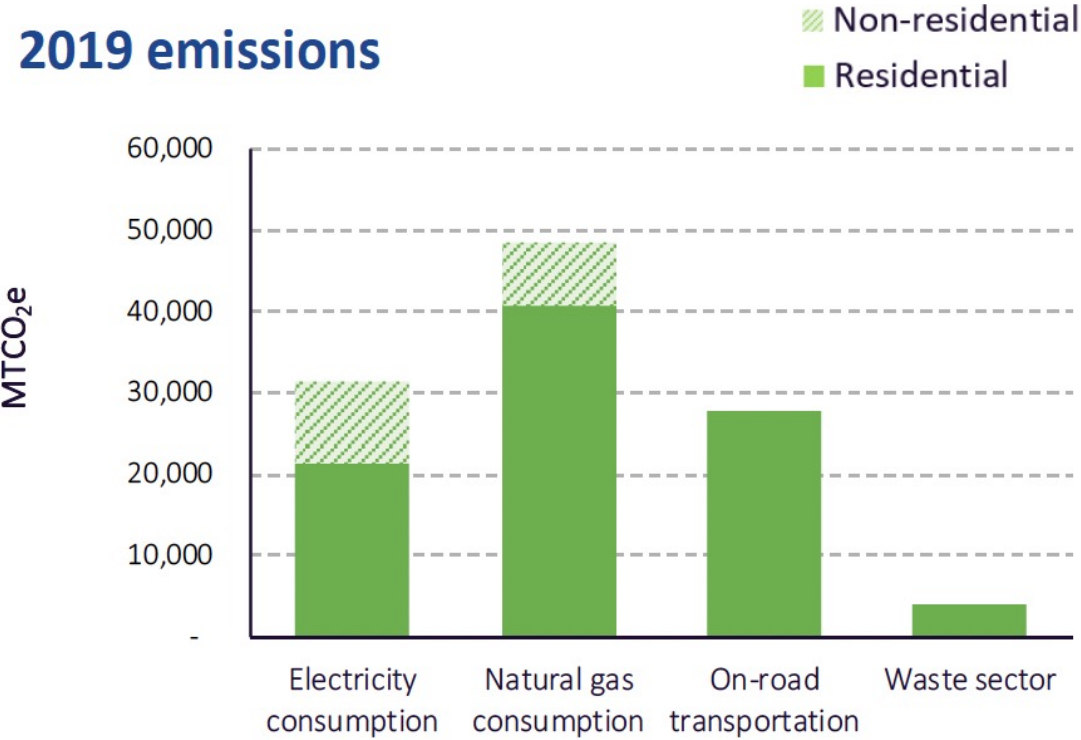
26% of Glencoe's housing stock has been demolished since 1980.

	Houses demolished	% of total Glencoe houses demolished	Landmark and significant buildings demolished	% of buildings demolished that are landmark or significant
1980-1990	32	1%	2	6%
1990-2000	182	6%	16	9%
2000-2010	387	12%	36	9%
2010-2022	227	7%	33	15%
SINCE 1980	828	26%	87	10.5%

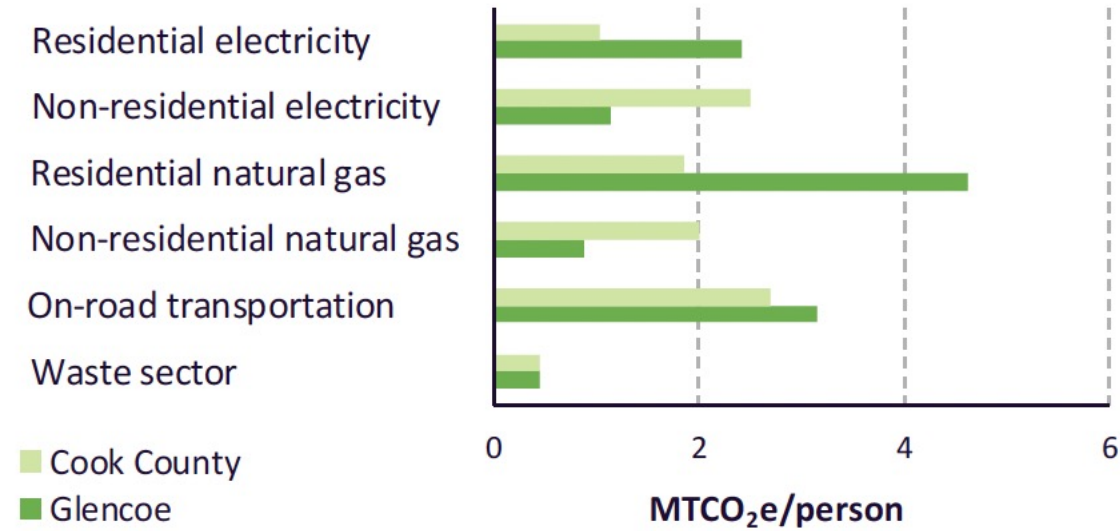
Source: Glencoe Historic Preservation Commission, 2021

Higher residential emissions per capita in Glencoe vs. Cook County.

2019 emissions



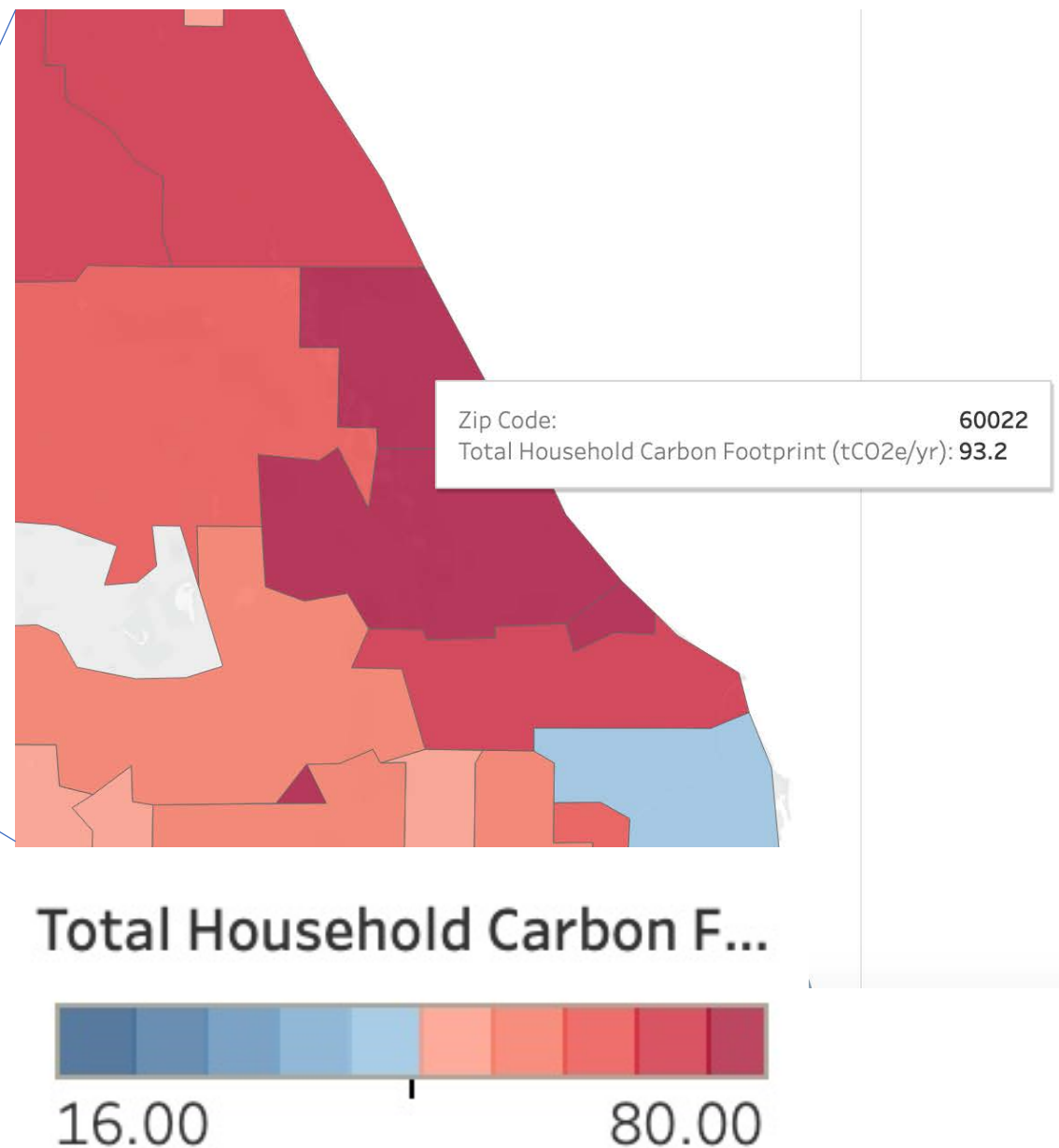
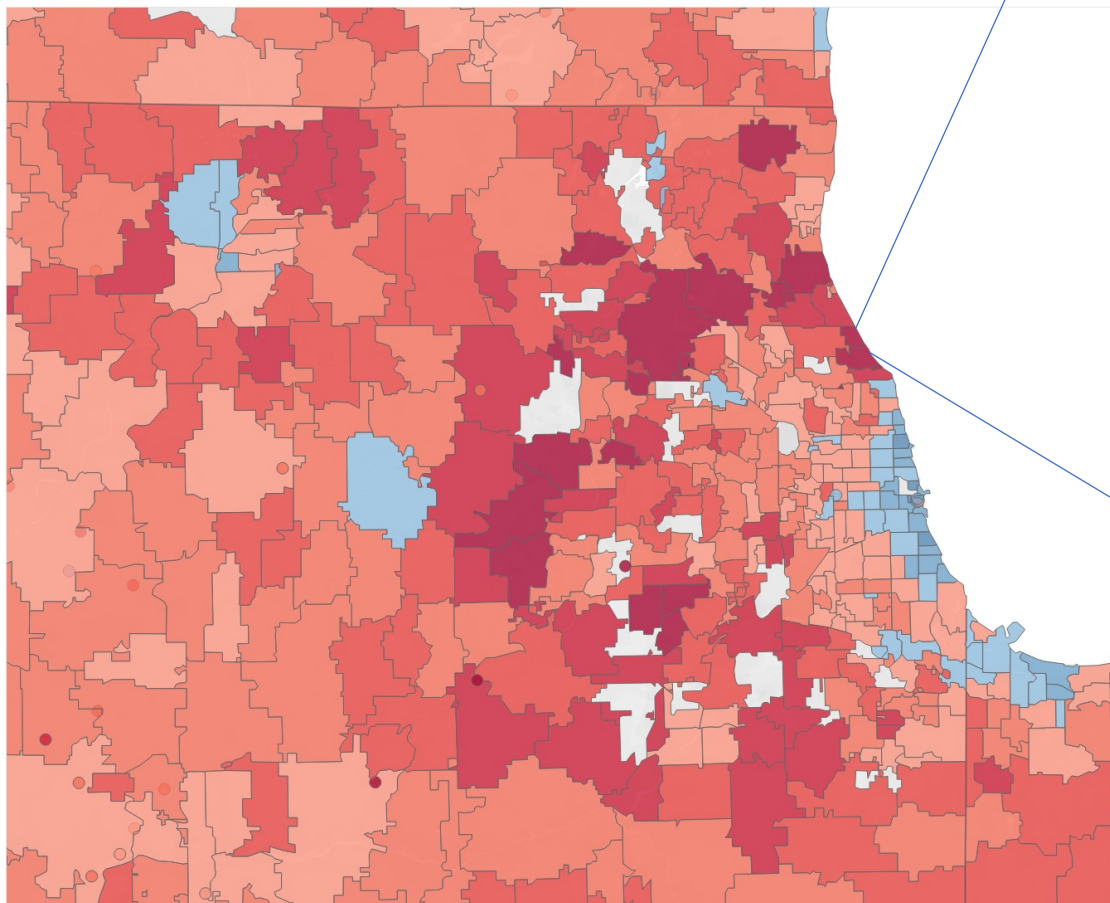
2019 per capita emissions



Source: Chicago Metropolitan Agency for Planning, 2019 Municipal Emissions Summary

Glencoe's carbon footprint is higher than in surrounding communities.

Average U.S. Household Carbon Footprint by Zip Code



Strengths

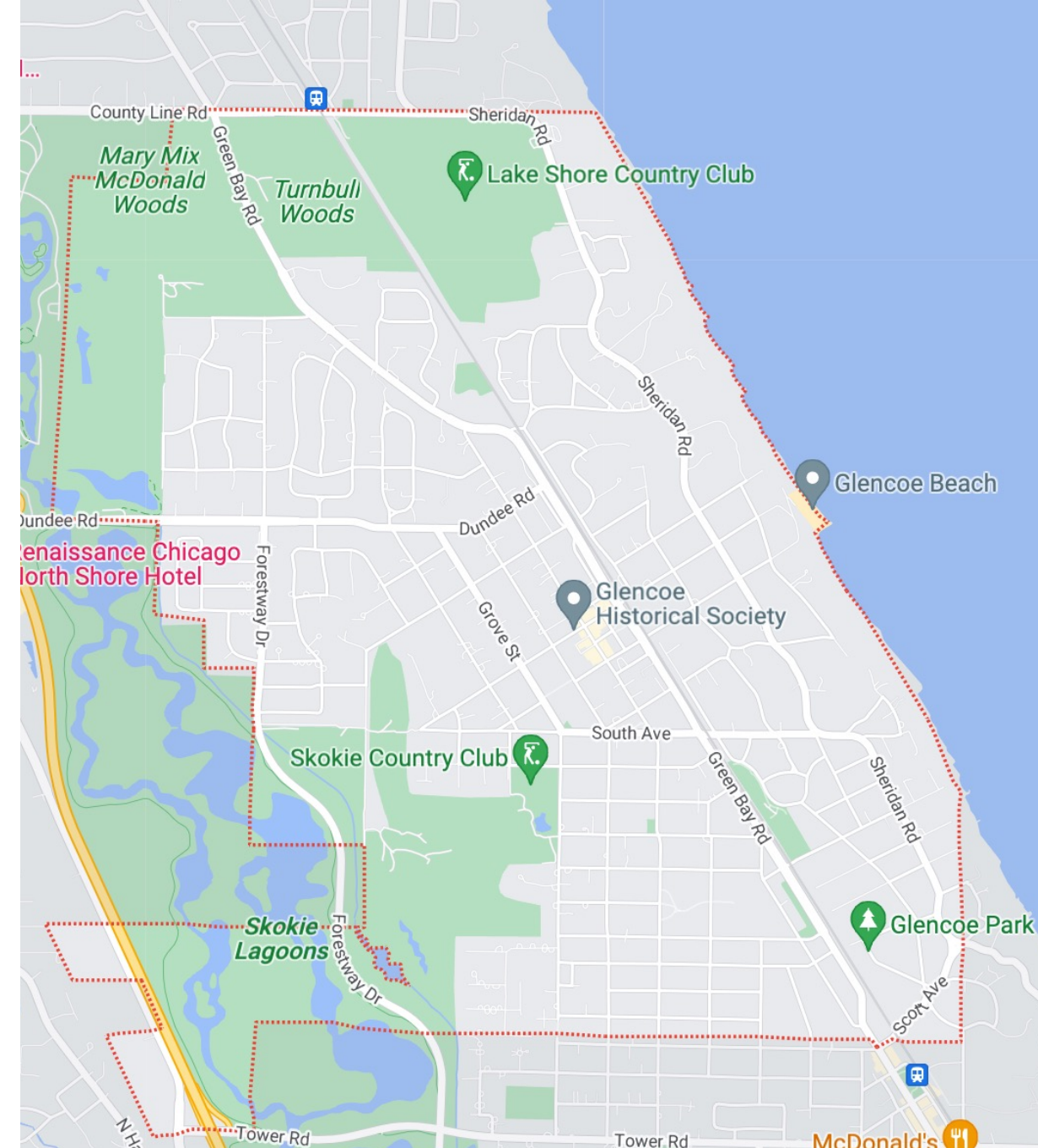
Weaknesses

Opportunities

Threats/Challenges

Location

- North Shore/regional economic strength
- North/South arterials (Green Bay, Sheridan, Forestway)
- Commuter Rail (Metra)
- Interstate Access (Dundee, Tower Road)
- Lake Michigan (natural resource, recreation, and water supply)
- Proximity to (and separation from) regional retail markets (other downtowns, Willow Festival, the Glen, Old Orchard, etc.)
- Frontage Road (Sales Taxes)



Economics

- Residential Tax Base
- Desirable real estate
- Niche retailers and restaurants
- Household wealth
- Philanthropism



Civic Leadership

- Stable local election system
- Professional Management/Staff
- Cross Trained Public Safety Force
- Engaged Volunteers
- Clergy Leadership
- Strong network of community organizations



Community Amenities

- Glencoe Schools, New Trier
- Active community institutions providing services and programming (Family Service of Glencoe, Glencoe Clergy Association, Glencoe Youth Services, Glencoe Junior High Project)
- Writers Theatre
- Library

“Best library ever. Was a deciding factor why we moved here. Perfect location. Great for our youth.”

- Comment Map



Natural Amenities & Resources

- Lake Michigan
- Forest Preserves
- Parks and open space
- Community Garden
- Trails (Green Bay Trail and others)
- Lagoons
- Botanic Garden



Easy to Get Around

- 73 Walkable Score: most errands can be accomplished by foot
- 67 Bikeable Score: some bike infrastructure



Great Place to Raise a Family

- Commonly heard sentiment: safe, enjoyable, and special place to grow up and to raise a family
- Multiple generations of a family all in Glencoe
- Many factors make it appealing to return after moving away

“Other North Shore communities do not seem to have the same close-knit community fabric.”
- Focus Group



Neighborly & Welcoming Spirit

“Glencoe residents don’t want to tolerate intolerance. We have a positive and respectful atmosphere.”

- Key Person Interviews

“Despite it being fairly homogenous, there is more of an inclusive atmosphere compared to other suburbs”

- Focus Group

“Glencoe is well positioned to continue to be a welcoming and accepting place on the Northshore”

- Key Person Interviews



Strengths

Weaknesses

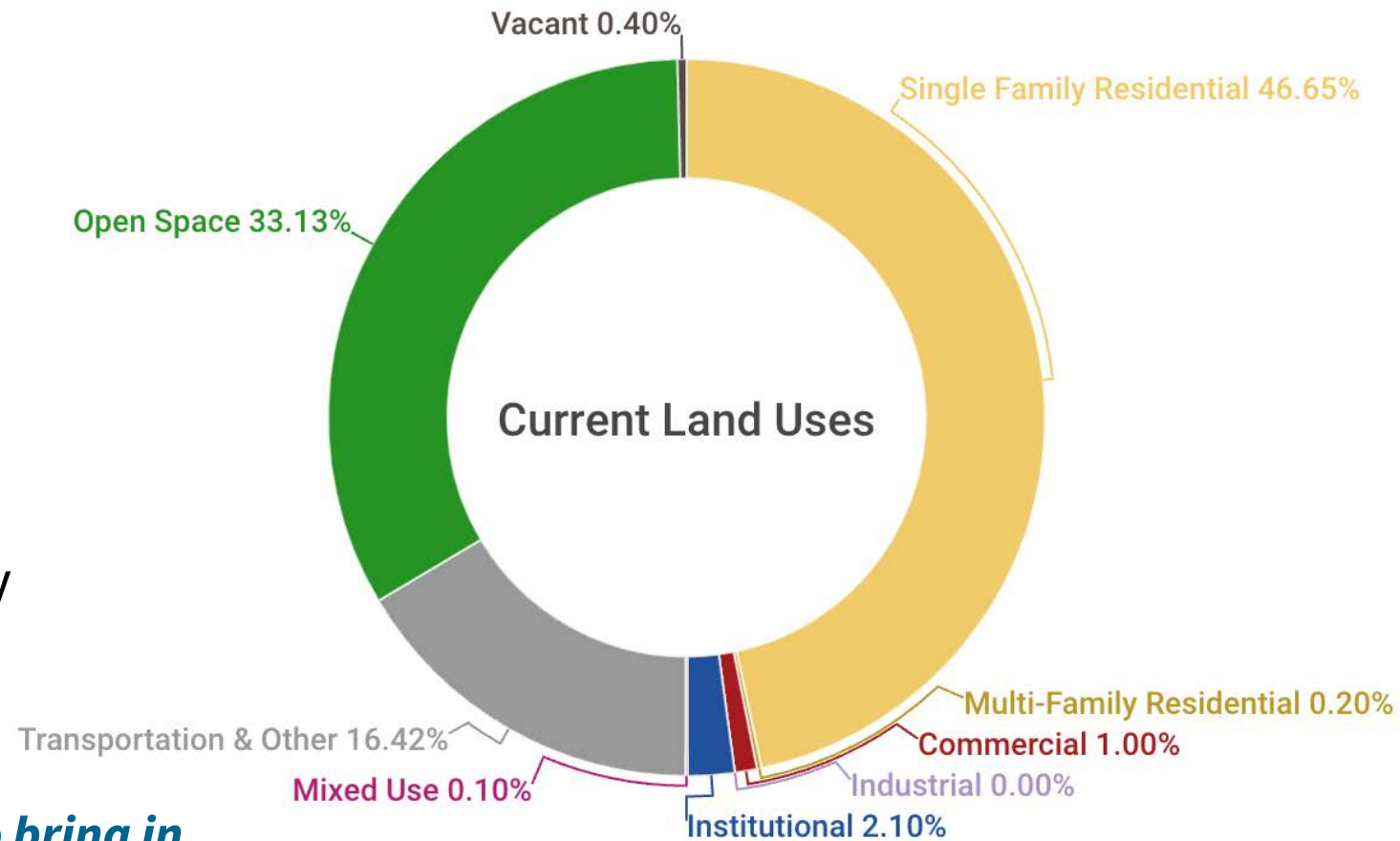
Opportunities

Threats/Challenges

High tax burden for residential property owners

- Tax base is predominantly residential
- Limited sales-tax generating businesses
- Less than 2% of land in town generates non-residential property tax or sales tax

“Expand our tax base and look for ways to bring in income from non-residents to reduce the percentage of funds that come from residential properties (property taxes and fees).” - Ideas Wall



Dated Zoning Ordinance

- Convoluted and hard to understand
- Doesn't deal with complex sites well
- Doesn't always produce desired outcomes or align with Village priorities



Limited Diversity

Socioeconomically / Racially / Housing Stock

“I had a great childhood but thinking about the homogeneity and how sheltered it was, it’s difficult to know if I will go back there.” - Focus Group

“I have recently hit the “downsizing” phase of life. There is nowhere to downsize in Glencoe and I’m going to have to leave after 27 years here. There has been talk in the past about moving Public Works and using that space for condos. Could that be put back on the table along with other options? It’s a shame that people have to leave the community they love.” - Ideas Wall

Limited Diversity

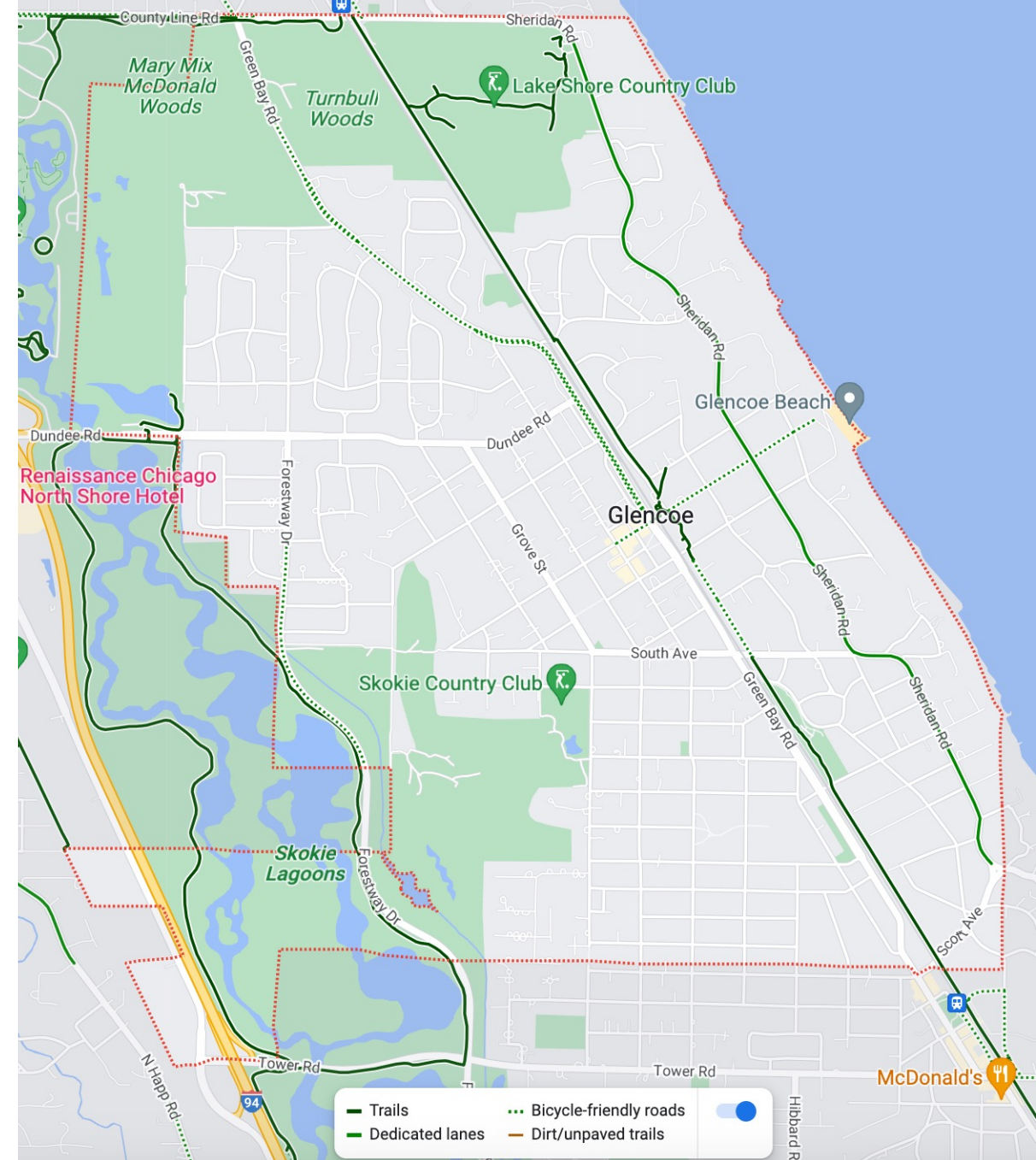
Socioeconomically / Racially / Housing Stock

“When we talk about sustainability but can’t put 4 [housing] units on a property...then how can we increase the housing stock in Glencoe for our teachers, firefighters, people who want to live here and work here as well?” - Key Person Interviews

“We are losing the ability to have multiple generations all living in Glencoe at once which is what used to make it special. That’s part of our community identity but it’s going to be hard to maintain.” - Key Person Interviews

Bike/Pedestrian Issues

- Few East/West bike/ped interconnections
- Desire to increase pedestrian safety throughout town
 - Many mapped comments on need for pedestrian crossings, speeding vehicles, lack of after-dark lighting (on certain streets)
- Auto-centric generally



Community Sustainability

- Pipe-centric stormwater system
- Few Electric Vehicle charging stations
- No incentives for green infrastructure
- Waste and recycling systems could be strengthened

“Would love to see the Village not only encouraging but supporting local businesses to make the changes to reusable and/or compostables when necessary.” - Comment Map

“Plastic bags, bottles and any single use plastic. Let's find a way to eliminate these from our local restaurants and stores.” – Ideas Wall

Community Wide Events & Gathering

- Desire to have more community-wide events, strengthen sense of community
- Pandemic forced social isolation, hard to break out of those patterns
- Writers Theatre still working to recover attendance



Civic Confusion

- Multiple levels of government providing services
- Affects public support and decision making
- Leads to a lack of civic literacy and involvement



Strengths

Weaknesses

Opportunities

Threats/Challenges

Home Rule

- Not a home rule unit currently; therefore Village needs authorities granted by the State
- **Pros:** allows local solutions to local issues; can exercise any power/function that is not specifically prohibited by the State; home rule units can impose local taxes
- **Cons:** puts more authority in the hands of local elected officials vs. the public through individual referendum votes
- Glencoe would need to elect by referendum to become home rule unit



Enhance Intergovernmental Cooperation

- Existing relationships and level of coordination is good; can always be strengthened and expanded
- Shared resources and service provision can provide efficiencies and cost savings



Local Businesses & Economic Development

- Lots of love for local businesses in downtown and how far the business district has come
- Desire to maintain existing character and businesses, while also encouraging greater mix of retail and restaurant options



Sustainability & Environmental Efforts

- Determine proper balance between public responsibility vs. individual/private responsibility
- Example initiatives: EV charging stations, recycling, composting, electric leaf blowing, stormwater, tree preservation, lakefront preservation, erosion, bike/pedestrian/transit



Older Adults

- Lack of programming and events for middle-aged and older adults
- Empty nester housing
- Aging in place

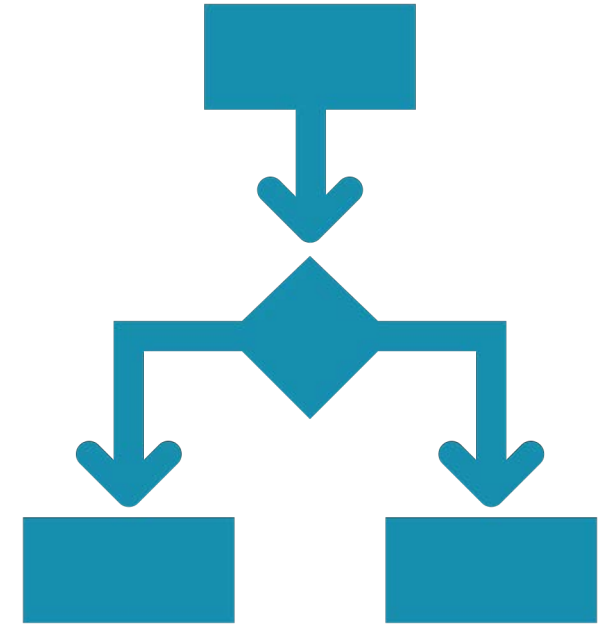


Source: <https://maximus.com/aging-in-place>

Experiment with Decision-Making

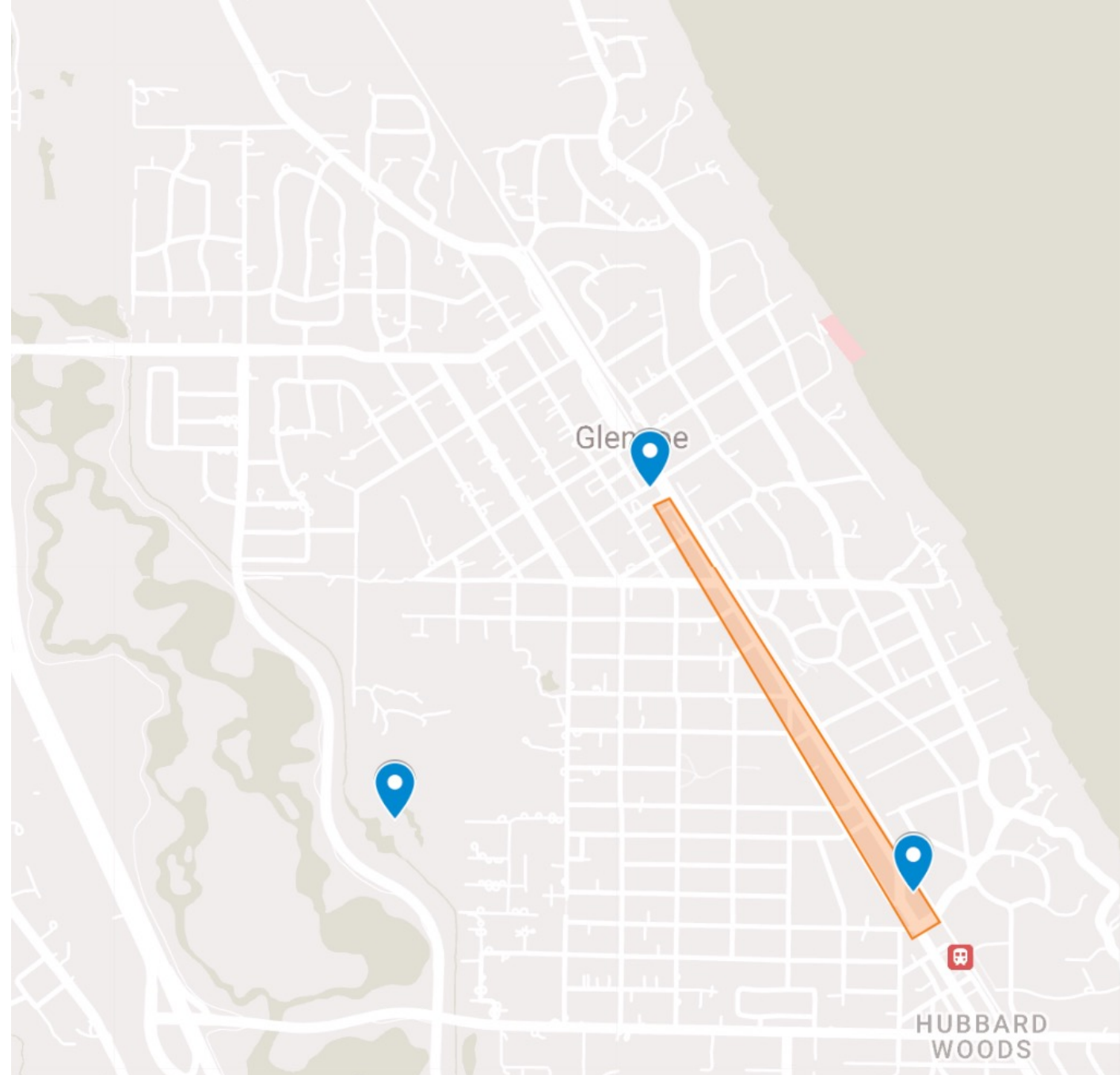
- Change sometimes takes a long time
- Pilot projects can help with incremental change, testing ideas

“Don’t get bogged down in long-term decision-making, we can test things out in the short-term too. Trials not failures” – Key Person Interviews



Areas of Focus

- Public Works Garage
- Highway Commercial District (H-F District)
- Hubbard Woods Plaza
- Green Bay Road (R-D District)



Strengths

Weaknesses

Opportunities

Threats/Challenges

Teardowns/Loss of Historic Character

- Increase in teardowns
- Teardowns often take away from naturally affordable and smaller housing stock

“We are facing a loss of Glencoe’s character and therefore some of the heart of it when we tear down homes and design new ones that do not interface with the public.” - Key Person Interviews



Opposing Viewpoints

- NIMBY = Not In My Backyard
- Present in almost every community; can become impediment to future change
- Sense of “two sides” on every issue; often antagonistic
- National polarization now affecting local level too



Opposing Viewpoints

“Stop committees that focus on skin color, sexuality, gender and other immutable characteristics that divide Glencoe residents, and just govern well.” - Ideas Wall

“Stop virtue signaling with woke agendas and global warming nonsense. All the residents are not aligned with this approach and this is not the responsibility of the town to indoctrinate. Keep the community safe, streets clean and plowed, stop with the politics.” – Ideas Wall

“When we talk about sustainability but can’t put 4 [housing] units on a property...then how can we increase the housing stock in Glencoe for our teachers, firefighters, people who want to live here and work here as well?” - Key Person Interviews

Glencoe diversity day, where we celebrate all the great differences that make us all better. – Ideas Wall

Parking & Accessibility

- Some view as a major problem in the business district, some do not
- Competing views about how space should be used (parking, outdoor dining curbside pickup spots, etc.)
- Private alleys



Aging Infrastructure

- Ongoing maintenance of old streets, sewer systems, etc.
- Aging Water Treatment Plant and Water Tower



Uncertain Future

- Three Golf Courses
- Three Auto Dealerships



Environmental/Ecological Threats

- Climate Change
 - Comprehensive stormwater management increasingly important
 - Storm events becoming more intense and more frequent
 - Fluctuating Lake Michigan water levels
- Invasive species (i.e. buckthorn, Asian carp, zebra mussels, etc.)

“We need to build resilience, green infrastructure, flexible systems – stay away from single purpose infrastructure, stack many values on top of each other” - Key Person Interviews

“I think Glencoe should be known for being environmentally friendly and sustainable in our practices.” - Key Person Interviews

Community Health & Wellbeing

- General increase in anxiety brought up in interviews
- Family Services of Glencoe seeing an increase in demand for services
 - Increasing anxiety for youth/teens - high pressure environment and high expectations
 - Substance abuse
 - Domestic abuse



Next Steps

Strengths

Weaknesses

Opportunities

Threats/Challenges



Draft Vision,
Goals &
Objectives

Discussion

- Is there anything missing from the SWOT Assessment?
- Did anything surprise you?
- What rises to the top as something to follow-up with the community about?
- While all these topics will be included in the comprehensive plan, do any stand out as obvious top priorities?