



**MINUTES
VILLAGE OF GLENCOE
PLAN COMMISSION**

Virtual Meeting – Video Conference
Wednesday, February 24, 2021 – 7:00 p.m.

1. CALL TO ORDER

The February 24, 2021 meeting of the Plan Commission of the Village of Glencoe, Cook County was called to order virtually at 7:00 p.m. Chairman Huvad provided the legal basis for holding a virtual meeting.

2. ROLL CALL

The following Commissioners were in attendance:

Bruce Huvad, Chair, Public-at-Large Representative
Barbara Miller, Vice Chairman, Village Board Representative
Georgia Mihalopoulos, Public-at-Large Representative
Dev Mukherjee, School District 35 Representative
Dudley Onderdonk, Glencoe Park District Representative
Laura Solon, Glencoe Public Library Representative
James Thompson, Public-at-Large Representative
Greg Turner, Public-at-Large Representative
Peter Van Vechten, Historic Preservation Commission Representative

The following Commissioners were not in attendance:

John Satter, Zoning Board of Appeals Representative

The following Village staff were also in attendance:

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

3. CONSIDER THE JANUARY 27, 2020 PLAN COMMISSION MEETING MINUTES

A motion to approve the minutes was made by Commissioner Mukherjee and seconded by Vice Chair Miller and passed unanimously.

4. PUBLIC COMMENTS ON NON-AGENDA ITEMS

There were no comments from the public.

5. CONSIDERATION OF EXTERIOR APPEARANCE REVIEW AT 338-340 TUDOR CT.

Taylor Baxter provided background information on the proposed new signage. The applicant proposed to remove an existing awning with signage on it and install a new wall sign.

Lee Brown stated that he had no additional comments.

Chairman Huvad stated that the staff memo's position is that the sign follows the Design Guidelines and that the key question would be whether the existing awning should be removed.

Applicant Karen Kafkis stated that she does not like the existing awning and wants it removed due to maintenance issues. She added that the proposed sign would be a much cleaner look.

Commissioner Mukherjee asked about a policy of encouraging awnings. Mr. Brown responded that the Design Guidelines do encourage awnings to provide shelter. He added that different awnings provide different levels of shelter and that some are more for visual impact. He added that because this storefront faces north that there would be little need for sun protection.

Vice Chair Miller added that the sun would almost never come in from the north. She asked whose responsibility it would be to maintain awnings. Mr. Brown responded that it would vary from lease to lease. Cory Hock, applicant's representative, responded responsibility varies and that this awning is not in good condition. Vice Chair Miller stated that she likes the way the awning looks, but not to the point that she would want to impose a maintenance issue on a tenant. She said that she likes the appearance of the sign and that it likely reflects the character of the business. Mr. Hock added that it would be nicer than an awning and that birds are currently a major issue.

Commissioner Van Vechten stated that the proposal is clean and crisp and that he supports the removal of the awning for several reasons: It would unify the storefronts, shallow awnings are not providing much additional shelter, especially with a recessed entry, and there is not much sunlight coming into a north-facing building.

Commissioner Turner asked whether the Village has ever forced a tenant to keep an awning that it did not want. Mr. Brown said he did not believe this had ever happened. Commissioner Turner said that he thought the sign looks great.

Commissioner Mukherjee added that the previous business had tables outside. He asked whether the applicant had considered how the sidewalk would be used and what rules would be associated with it. Mr. Baxter responded that there are rules that businesses must abide by to use the right-of-way. David Mau added that there is a permit application that would be needed and that it would be a straightforward process.

Chairman Huvad asked whether the lighting for the store could be harmonized with Writers Theater. Mr. Brown responded his suggestion would be to pay attention to the east side of the building, which is along the walkway between Tudor Ct and Park Ave. Chairman Huvad asked whether it would be appropriate to have projecting lights illuminating the new sign. Mr. Hock said that they would consider this in the future but that it is not in the current budget. Chairman Huvad responded that it could contribute to the character of the area.

Commissioner Onderdonk added that the Sustainability Task Force has expressed concern about dark sky maintenance. He said that anything that could be done to upgrade the alley façade would be appreciated.

Vice Chair Miller motioned to approve and Commissioner Turner seconded the motion, which passed unanimously.

RESULT:	ACCEPTED
AYES:	Huvar, Miller, Mihalopoulos, Mukherjee, Onderdonk, Solon, Turner, Van Vechten, (9)
NAYS:	None (0)
ABSTAIN:	None (0)
ABSENT:	Satter (1)

6. STAFF PRESENTATION AND DISCUSSION OF APPROACHES AND BEST PRACTICES FOR COMPREHENSIVE PLANNING

Mr. Brown made a presentation to the Commission about approaches to Comprehensive Planning. He prefaced his presentation by saying that this was not an “either/or” choice and that the Village could build the approach best suited to Glencoe. This presentation provided an overview of state planning standards and the Metropolitan Planning Council’s “Planning 1-2-3” guidance. This included a discussion of six principles, two processes, and two attributes for best practices for Comprehensive Plans.

Mr. Brown discussed why an updated plan is needed. These included changing key trends that comprehensive plans are addressing, including resilience, systems thinking, community engagement, equity, built-in implementation, and adaptability.

Mr. Baxter provided perspective on what would be considered a usable plan for staff and an overview of what a participation process might include.

Chairman Huvar discussed the usability of the existing plan and asked how often it is used. He said that the Commission should commit itself to think about public participation and seek out issues that need to be thought about. Thinking about public participation could be used as a starting point to think about approaches to plan development.

Commissioner Mukherjee spoke about what kind of guidance the plan should provide to make sure that it can successfully guide staff decisions. He added that in his opinion the guidance that Mr. Brown provided was somewhat high-level, but he could think about what topics he would pick to discuss with people in Glencoe that might be part of the planning process. He said that things like flooding, parking, land use, and traffic would likely be interesting for residents to discuss.

Commissioner Onderdonk said that a “directed hybrid” approach could be used to take the items that are of most interest to the community and view those through the lenses of both the EcoDistricts protocol and a more traditional approach. He said that some exploration about what issues people in Glencoe feel are important is needed and that citizen engagement is key.

Vice Chair Miller agreed with Commissioner Onderdonk that we could take from both approaches. She said that this could be a perfect time to get going on a comprehensive plan, even if we don’t have the perfect approach worked out, as people might have more time to think about these issues. She agreed that the best way to start would be to find out what is on residents’ minds.

Commissioner Van Vechten said that he would be interested in what was successful and unsuccessful from the current plan, along with what issues have emerged that were not anticipated. He said that we

can customize the planning process to Glencoe, but the most fundamental part of the process at this point is to get a handle on what the important issues are.

Commissioner Mihalopoulos commented on her time on the Community Relations Forum, during which various representatives from organizations around the Village were invited to provide insight about what issues they deal with. She said that this could be used by the Plan Commission to get information about what issues are important to the Village. Examples could be Family Services, Village staff, religious institutions, and others.

Commissioner Turner echoed Commissioner Van Vechten's request that we explore the lessons that can be learned from the current plan. He asked Mr. Brown whether there are any examples about how different communities' plans have helped them achieve resiliency and if EcoDistricts would be considered a next step in the evolution of comprehensive plan best practices. Mr. Brown responded that an early step would be to create a plan for public participation, which could include discussions of methods for participation, such as websites, apps, and other ways to stimulate discussion. He discussed the possibility of putting together panels and group interviews. He said that it would be helpful to discuss those things from the current plan that were or were not successful. He added that there should be a discussion of those things that are not in the current plan but are now relevant.

Chairman Huvad asked Vice Chair Miller what direction the Village Board would provide. She responded that more direction would be needed from the Village President.

Commissioner Van Vechten said that it would be helpful to develop a rationale for why the existing plan needs to be updated. Vice Chair Miller responded that from the Board's perspective, that case would not need to be made. She said that the Commission's time would likely best be spend determining a way forward.

7. STANDING COMMITTEE REPORTS

Commissioner Onderdonk provided an update on Park District projects.

8. SCHEDULE NEXT MEETINGS OF THE PLAN COMMISSION

The next Plan Commission meeting was scheduled for March 24, 2021. Mr. Baxter said that there would likely be exterior appearance review for a downtown restaurant on the agenda.

9. ADJOURNMENT

Following a motion by Commissioner Turner and a second by Commissioner Mukherjee the meeting was adjourned at 8:326 p.m.