

**MINUTES OF THE NOVEMBER 5, 2024  
MEETING OF THE MORTON GROVE APPEARANCE COMMISSION  
MORTON GROVE VILLAGE HALL, 6101 CAPULINA AVENUE, MORTON GROVE, IL 60053**

Pursuant to proper notice in accordance with the Open Meetings Act, the regular meeting of the Appearance Commission was called to order at 7:00 p.m. by Chairperson Pietron. Secretary Anne Ryder Kirchner called the roll.

Commissioners Present: Block, Hedrick, Ingram, Manno, Minx, Pietron, and Zimmer

Commissioners Absent: None

Village Staff Present: Brandon Nolin, AICP, Community Development Administrator

Trustees Present: Minx and Thill

Chairperson Pietron proceeded to seek approval of the October 1, 2024, minutes.

Commissioner Block moved to approve the minutes. Commissioner Ingram seconded the motion. Chairperson Pietron called for the vote.

Commissioner Block voting	aye
Commissioner Hedrick voting	aye
Commissioner Ingram voting	aye
Commissioner Manno voting	aye
Commissioner Minx voting	abstain
Commissioner Zimmer voting	aye
Chairperson Pietron voting	aye

Minutes approved (6-0)

Chairperson Pietron called for the case.

**CASE: AC 24-15**

**APPLICANT:** Poko Loko School, Inc.

**LOCATION:** 5633 Dempster Street  
Morton Grove, Illinois 60053

**PETITION:** Request for approval of an Appearance Certificate for landscaping and building plans associated with case PC 24-09, a request for an amendment to a Special Use Permit to allow the expansion of an existing daycare facility at the property commonly known as 5633 Dempster Street in Morton Grove, Illinois (PIN 10-20-204-007-0000; 10-20-204-008-0000) all within a C-1 General Retail Commercial District, pursuant to Section 12-4-3:D.

Mr. Nolin said the applicant is requesting approval of an Appearance Certificate for site, landscape, and building plans associated with Case PC 24-09, a request for a Special Use Permit for to allow the expansion of an existing daycare (Poko Loko School Inc.). The existing single-family building, driveway, and garage at the subject property

(5633 Dempster) would be demolished and a new playground and four-space parking lot would be installed. The central portion of the subject property would be left as open space with the desire to locate a storage building in that area in the future (which would be subject to a future Special Use Permit process).

The addition of the proposed playground at the subject property would also enable the applicant to remove the playground facility currently installed in the primary Poko Loko School parking lot (off of Major Avenue) and restripe three new parking spaces. With the addition of 7 proposed parking spaces, the applicant is requesting that the maximum enrollment per Ord. 17-25 be increased to 160 students with 135 children and 25 staff on-site.

Based on materials provided, additional information is needed from the applicant regarding the type of equipment desired for the playground area, proposed plantings along Dempster Street, and revised lighting plan.

Mr. Clatch, owner, described the enhancement of the playground and additional parking. Landscape along Dempster Street will screen a new fence by the playground.

Commissioner Zimmer asked why the bollards are proposed in front of the fence. Mr. Clatch said he would like the added safety of the bollards. Mr. Zimmer asked for the bollards to be on the inside of the fence.

Mr. Nolin said the Traffic Safety Commission meets later in the week and should provide comment on the bollard installation.

Chairman Pietron asked what type of play equipment is proposed. Mr. Clatch said he has not picked out the equipment, but will share the type with the Village before installation.

Mr. Ingram asked if it would similar to the current installation. It will not be visible from the street, except for a shade structure.

Chairman Pietron asked if any other areas would be landscaped per requirements. 8% coverage is required. Mr. Clatch said he was unaware of the landscape requirement.

Mr. Nolin said the landscape requirement will need to be met when the additional proposed storage structure comes in for permit.

Chairman Pietron asked that the lighting have a side shield to keep the illumination from crossing property lines.

Commissioner Ingram moved to approve AC Case 24-15, the motion was seconded by Commissioner Minx.

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Chairperson Pietron called for the vote.

Commissioner Block voting	aye
Commissioner Hedrick voting	aye
Commissioner Ingram voting	aye
Commissioner Manno voting	aye
Commissioner Minx voting	aye
Commissioner Zimmer voting	aye
Chairman Pietron voting	aye

Motion passed 7-0.

Hearing no further business, Chairman Pietron moved to adjourn the meeting. The motion was seconded by Commissioner Manno. The motion to adjourn the meeting was approved unanimously pursuant to a voice vote at 7:17 p.m. Minutes by: Anne Ryder Kirchner