



Village of Morton Grove
PLAN COMMISSION MEETING

Tuesday, March 18, 2025 - 7:00 P.M.
Flickinger Municipal Center, 6101 Capulina Avenue, Morton Grove, IL 60053

AGENDA

I. CALL TO ORDER

II. APPROVAL OF MINUTES

III. PUBLIC HEARINGS:

CASE: PC 25-03

PETITION: Request for approval of various Text Amendments to Sections 12-2-5, 12-2-6, 12-3-3, 12-3-9, 12-3-10, 12-4-2, 12-5-13, 12-6-7, 12-12-2, 12-16-3, 12-16-4, and 12-17-1 of the Morton Grove Unified Development Code (Title 12) to clarify various definitions; provide guidance for the parking of vehicles with livery plates; extend the construction timing period for Planned Unit Developments and Special Use Permits; define opportunities for the Zoning Board of Appeals to receive input from the Traffic Safety Commission; permit the in kind replacement of driveways with two approaches; and provide guidance for the installation and use of synthetic turf, security shutters, solar energy collection systems, and wind energy collection systems. The applicant is the Village of Morton Grove.

IV. OTHER BUSINESS: None

V. CLOSE MEETING

Note that all persons are welcome to attend the public meeting in-person as regularly scheduled. Comments relating to this case may also be submitted no later than 12:00 p.m. on Tuesday, March 18, 2025, to bnolin@mortongroveil.org. All comments received in relation to this case will be read at the public hearing for consideration by the Plan Commission.

**MINUTES OF THE JANUARY 21, 2025
MEETING OF THE MORTON GROVE PLAN 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 Plan Commission was called to order at 7:00 p.m. by Chairman Chris Kintner. Secretary Kirchner called the roll.

Commissioners Present: Dorgan, Gabriel, Kintner, Hussaini, and Mohr

Commissioners Absent: Liston without notice
Stein with notice

Village Staff Present: Brandon Nolin, Community Development Administrator; Anne Kirchner, Planner/Zoning Administrator and Secretary; Rick Dobrowski, Fire Prevention Coordinator

Trustees Present: Witko

Chairman Kintner described the procedures for the meeting. The Village will present the case and the Plan Commission may ask questions of the applicant. Then, anyone from the audience will be allowed to provide comment to the Plan Commission on the case. The Commission's decision is a recommendation to the Village Board.

Chairman Kintner noted it was Commissioner Hussaini's one year anniversary, Commissioner Mohr's five year anniversary, and Commissioner Dorgan's twenty-first anniversary.

A motion to approve the minutes of the December 17, 2024 meeting was made by Commissioner Liston and was seconded by Commissioner Gabriel.

Commissioner Dorgan	voting	aye
Commissioner Gabriel	voting	aye
Commissioner Hussaini	voting	abstain
Commissioner Mohr	voting	aye
Chairman Kintner	voting	aye

Motion passed (4-0).

CASE: PC 25-01

PETITION: Request for a Special Use Permit to allow the expansion and modification of an existing school at the property commonly known as 6200 Lake Street in Morton Grove, Illinois (PIN 10-17-305-006-0000, 10-17-305-008-0000, 10-17-306-001-0000), all within a R-1 Single Family Residence District pursuant to Section 12-4-4:E. The applicant is STR Partners LLC on behalf of Morton Grove School District 70.

In the case of PC 25-01, the applicant STR Partners LLC (on behalf of MG School District 70) is requesting a Special Use Permit to allow the expansion and modification of an existing school (Park View Elementary School) at 6200 Lake Street. The parcel is zoned R-1 Single Family Residence and is located to the north of Harrer Park (Morton Grove Park District) and to the east and south of the Linne Woods portion of the Cook County Forest Preserves. All surrounding properties to the east are zoned R-2 and improved with single-family residences. The proposed

expansion consists of a new wing to the northwest of the school with a partial second floor, a playground, and related landscaping. The north wall of the proposed addition would align closely with north wall of the existing gym located to the east, and sight lines to the addition from adjacent residential properties would be limited due to distance and the location of the gym. The adjoining parking lot to the west would be reconfigured for one-way circulation to increase parking and the existing access drive curving from the south would be straightened slightly. Proposed lighting is limited to four (4) light poles in the parking lot and wall sconces at entryways. No new building signage is proposed.

Sandra Steinau-Weber of STR Architects, and Steve Corcoran and Steve Gregory of Ericsson Engineering were sworn in. Ms. Steinau-Weber noted the State of Illinois requirement for full-day kindergarten classes and the desire for Parkview school to remain on one level. The property's constraints require the addition to be built replacing the current district office. A new, second story will separately house the District 70 offices.

Mr. Gabriel asked about the in-classroom restrooms. It was noted as a design requirement. He asked if the entire first floor is being constructed to support a second floor. The entire new first floor can accommodate an entire second floor.

Mr. Hussaini asked if the addition will accommodate children with special needs and meet ADA requirements. Ms. Steinau-Weber described the ADA compliance and the special features for all learner's needs.

Mr. Mohr said he likes the location and the drive serving the drop-off area. The sensory room was described and discussed.

Chairman Kintner asked about the new entrance for the kindergarten and district office. Separate security doors are provided with cameras and intercom systems that are monitored by the school and the district office.

Chairman Kintner asked about the current and projected enrollment of the school. Mr. Gregory said there are 862 students enrolled, it has been growing through the years, and a 7% increase in student population was built into the traffic study. The projection is for 5 years out.

Chairman Kintner asked for the height of the screening for the roof top mechanicals. The roof is 28 feet high, the screening is 8 feet in height and is set back on the roof. Discussion ensued regarding the height of the screening, screening is not included in the maximum height limit. The architect will verify the height for staff. It was noted that the roof is insulated and reflective to not have a heat island.

Chairman Kintner asked about the proposed soft surface playground. A sanitary line will be impacted. The line will be moved and improved to correct a storm water problem. A new, underground storm water detention area is provided.

The new pole lighting in the parking lot was discussed, the lighting on the west side of the island will be moved and have a cut off to eliminate light casting over the property line to the forest preserve property. Chairman Kintner thanked the applicant for the memorandum addressing lighting and traffic study concerns.

The proposed wall sconces are similar to others on the building, but will have a cut off to lessen the glare and direct the light downward. For security purposes, the entrance doors will be well lit by both the sconces and the parking lot lighting.

The traffic patterns for drop-off and pick-up were discussed. A new, "No left turn at Dempster" sign will be placed to alert drivers before turning on the south portion of Lake Avenue.

Mr. Hussaini asked about the radius of the driveway. The driveway traffic pattern will be reversed and the curve has been modified to accommodate school buses and fire equipment. The traffic study shows the turning radius. Mr. Dobrowski confirmed the traffic study results.

Mr. Mohr asked if the school met the zoning requirements of the R-1 zoning district. The Special Use process addresses and zoning issues and the addition meets coverage, bulk and setback requirements. Any further changes would require amendments to the Special Use Permit.

Mr. Dorgan asked if the applicant's responses to staff questions regarding the traffic safety study were sufficient. The Village Engineer and the Traffic Safety Commission recommended approval of the project.

There was no public comment.

Commissioner Gabriel made a motion to recommend approval of Case PC 25-01, a request for a Special Use Permit to allow the expansion and modification of an existing school, all within a R-1 Single Family Residence District pursuant to Section 12-4-2:C, at the property commonly known as 6200 Lake Street in Morton Grove, Illinois, subject to the following conditions:

1. Prior to filing any Building Permit Application, the owner/applicant shall provide the Village with final site plans, landscape plans, elevations, and material specifications for review and approval. Final plans must be deemed consistent with the approved elevations and materials, as determined by the Community Development Administrator and Appearance Commission Chairperson. If such designs are deemed to be inconsistent with the approved plans or if materials are deemed to be of a lower quality than the approved materials, then the owner/applicant will be required to file an application for an amendment to the Appearance Certificate.
2. Prior to filing any Building Permit Application, the owner/applicant shall provide the Village with a signage plan that includes installation of a warn sign for southbound traffic near the Park District west parking entrance to notify drivers left turns ahead at Dempster Street are prohibited
3. Prior to filing any Building Permit Application, the owner/applicant shall provide the Village with final lighting plan and photometric analysis, that achieves as close to zero illumination at the western property line and provides lighting along the south access drive, subject to review and approval by the Village Engineer.
4. The Applicant shall comply with all comments issued by the Village Engineer in the departmental comment form dated January 14, 2025, by strict or alternative compliance, subject to their respective approvals.

The motion was seconded by Commissioner Hussaini. Chairman Kintner called for the vote.

Commissioner Dorgan	voting	aye
Commissioner Gabriel	voting	aye
Commissioner Hussaini	voting	aye
Commissioner Mohr	voting	aye
Chairman Kintner	voting	aye

Motion passed (5-0).

CASE: PC 25-02

PETITION: Request for an amendment to a Planned Unit Development (Ord. 23-02) to allow the installation of fences between and surrounding residential lots within the Ponto Collection Subdivision located on property commonly known as 9312 Shermer Road in Morton Grove, Illinois (PIN 09-13-219-042-0000), all within a R-1 Single family Residence District pursuant to Section 12-4-4:E. The applicant is a+c architects on behalf of Varda & Company, LLC.

In the case of PC 25-02, the applicant a+c architects, LLC, on behalf of Varda & Company, LLC is requesting an amendment to a Planned Unit Development (Ord. 23-02) to allow the installation of fences between and surrounding residential lots within the Ponto Collection Subdivision. The amendment request is in response to potential buyer feedback that indicates fences would make the newly constructed homes in the subdivision more marketable.

The applicant is proposing to install six-foot (6 ft.) tall painted aluminum fencing surrounding in the rear yard of each of the subdivision's six (6) units. No other aspect of the approved PUD (Ord. 23-02) requires a change as part of the amendment request. Fences were not previously included in the PUD application for the Ponto Collection Subdivision, and were explicitly discussed with the Appearance Commission and Plan Commission as not being included in the subdivision, therefore an amendment is required.

Mr. Gabriel asked if the fence locations and style are being approved as permissible for a future installation by a homeowner. Mr. Nolin noted the fences are to be installed by the developer.

Mr. Mohr asked if the fences could be 6 feet high. Mr. Nolin said the approval of the amendment to the PUD requires a variation for fence height for 7301 Ponto Ct.

Mr. Arzoumanian of a+c Architects was sworn in. He noted the request is driven by market forces.

Chairman Kintner clarified that any change in fencing in the future would require another amendment to the PUD. The multi-family fence requirements will be met.

A letter in favor of the amendment from Mary Herman of 9350 Shermer was read into the record.

Commissioner Mohr made a motion to recommend approval of Case PC 25-02, a request for an amendment to a Planned Unit Development (Ord. 23-02) to allow the installation of fences between and surrounding residential lots within the Ponto Collection Subdivision located on property commonly known as 9312 Shermer Road in Morton Grove, Illinois, subject to the following conditions:

1. Prior to filing any Building Permit Application, the owner/applicant shall provide the Village with final site plans, landscape plans, and material specifications for review and approval. Final plans and materials must be deemed consistent with the approved elevations and materials, as determined by the Community Development Administrator and Appearance Commission Chairperson. If such designs are deemed to be inconsistent with the approved plans or if materials are deemed to be of a lower quality than the approved materials, then the owner/applicant will be required to file an application for an amendment to the Appearance Certificate.

The motion was seconded by Commissioner Dorgan. Chairman Kintner called for the vote.

Commissioner Dorgan	voting	aye
Commissioner Gabriel	voting	aye
Commissioner Hussaini	voting	aye
Commissioner Mohr	voting	aye
Chairman Kintner	voting	aye

Motion passed (5-0).

Chairman Kintner asked for any other business or discussion. Hearing none, Commissioner Dorgan moved to adjourn the meeting by acclamation. The motion was seconded by Commissioner Hussaini.

The motion to adjourn the meeting was approved unanimously pursuant to a voice vote at 8:04 p.m.

To: Chairperson Kintner and Members of the Plan Commission

From: Brandon Nolin, AICP, Community Development Administrator
Anne Ryder Kirchner, Planner/Zoning Administrator

Date: March 11, 2025

Re: Plan Commission Case PC 25-03

Request for approval of various Text Amendments to Sections 12-2-5, 12-2-6, 12-3-3, 12-3-9, 12-3-10, 12-4-2, 12-5-13, 12-6-7, 12-12-2, 12-16-3, 12-16-4, and 12-17-1 of the Morton Grove Unified Development Code (Title 12) to clarify various definitions; provide guidance for the parking of vehicles with livery plates; extend the construction timing period for Planned Unit Developments and Special Use Permits; define opportunities for the Zoning Board of Appeals to receive input from the Traffic Safety Commission; permit the in kind replacement of driveways with two approaches; and provide guidance for the installation and use of synthetic turf, security shutters, solar energy collection systems, and wind energy collection systems. The applicant is the Village of Morton Grove.

STAFF REPORT

Public Notice

The Village provided public notice for the February 18, 2025, Plan Commission public hearing for Case PC 25-03 in accordance with the Unified Development Code. The Morton Grove Champion published a public notice on January 30, 2025. Letters to surrounding property owners and a public notice sign were not required due to the application being for a Text Amendment to the Unified Development Code (Title 12) and not in relation to any particular property.

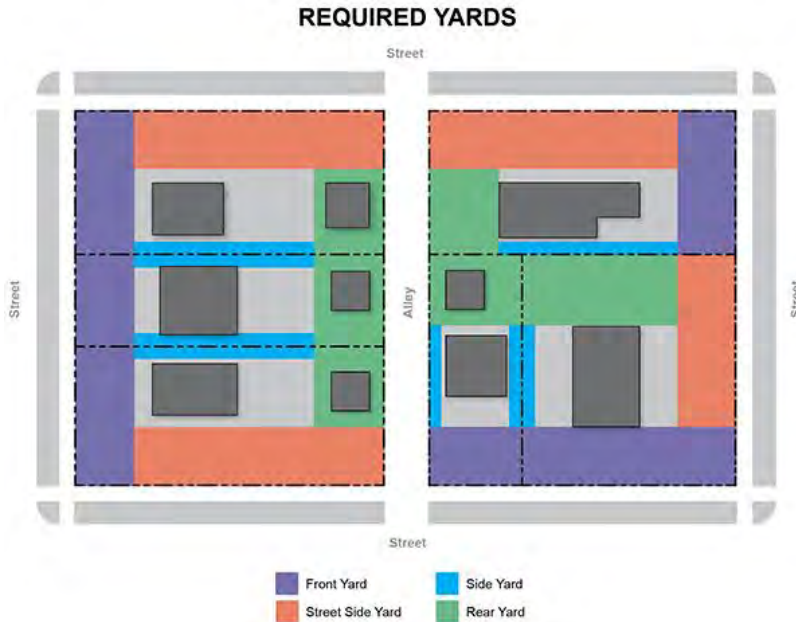
Background

The Department of Community and Economic Development continuously reviews and updates the Unified Development Code (Title 12, Morton Grove Municipal Code) as needed to keep regulations current and promote predictable and desirable development. This report outlines several text amendments recommended by Staff based on input received throughout 2024 and discussion with the Plan Commission on December 17, 2024. The background on each recommended text amendment is provided in each section.

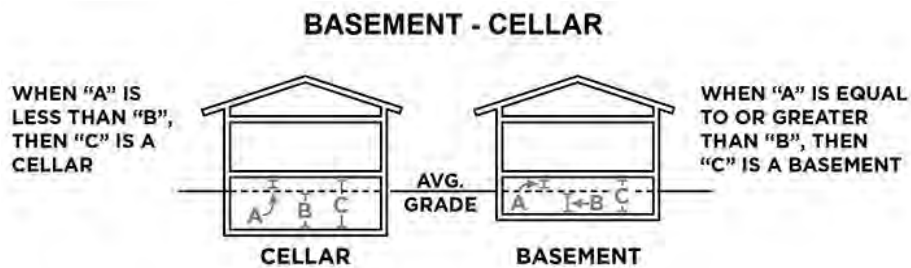
Support Graphics/Definitions

The definition of required yard can be confusing to property owners not otherwise familiar with zoning codes. Comments heard at various Zoning Board of Appeals meetings also indicate that the definition of street side yard is also poorly understood. Staff has created a "Required Yards" graphic to accompany the "Permitted Obstruction" graphic in Section 12-2-6 YARDS. In addition, several graphics within Section 12-17-1 DEFINITIONS are grainy and illegible. Those graphics have been reproduced by Staff to ensure definitions for basement-cellar, height, and half-story are clear.

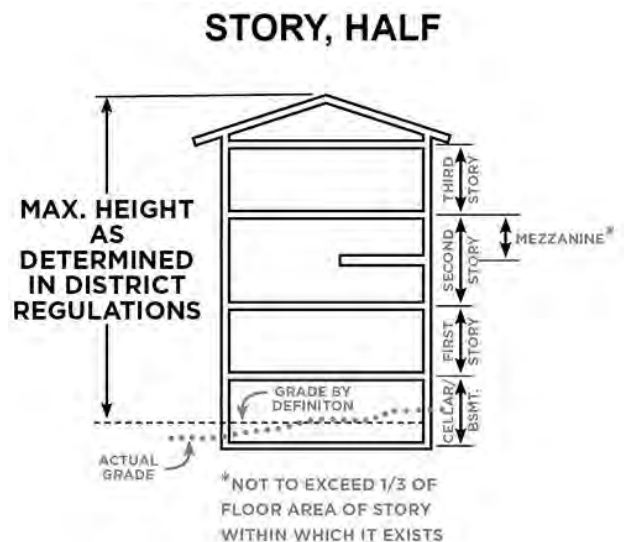
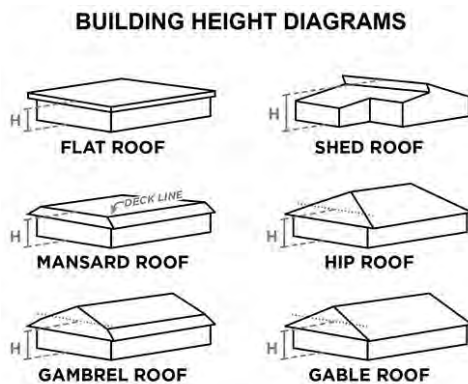
- Section 12-2-6:D Add to YARDS



- Section 12-17-1
 - Replace Basement-Cellar graphic with clearer version:



- Replace Building Height graphic with clearer version:
 - Replace Story, Half graphic with clearer version:



- Revise **Lot Coverage** to include examples of impermeable surfaces.
LOT COVERAGE: The maximum area of a lot which may be covered by the principal structure, accessory structures, and any other impermeable surfaces **such as driveways, patios, or decks.**
- Revise **Structural Alterations** phrasing to clarify that “bearing” applies to the complete list that follows:
STRUCTURAL ALTERATIONS: Any change in the supporting members of a building or structure, such as **load-bearing walls/partitions, load-bearing columns, load-bearing beams, or load-bearing girders;** any substantial change in roof or exterior walls; or any change affecting the means of ingress or egress.

Horseshoe Driveways (2 driveway approaches)

The Zoning Board of Appeals (ZBA) has granted two variances allowing existing horseshoe driveways to be repaired and retained. Staff notes there are two neighborhoods, with a large number of such driveways, that will soon require driveway replacement. The ZBA noted that requiring removal of the second driveway approach changes the character of the original design. Staff recommend that an additional exception be added for replacement of existing nonconforming driveways.

- 12-2-5:B.5.b.ii Additional item for exceptions for replacement of existing nonconforming driveways:
4. For a lot line with two (2) driveway approaches, the driveway may be maintained and replaced in kind, provided that such driveway shall not be relocated, expanded or enlarged, and that such driveway is not located on a lot that exceeds maximum permitted impermeable lot coverage maximum pursuant 12-4-2:D. For a lot line with two (2) driveway approaches, each approach shall be limited to a maximum width of sixteen feet (16') at any front or street side lot line.

Livery Plates

The Zoning Board of Appeals granted two variances for vehicles with livery plates that were treated as commercial vehicles as part of routine code enforcement. Given the preponderance of rideshare vehicles and livery plates, Staff recommend that the definition of commercial vehicles be modified to ensure only larger vehicles, and those with advertising are treated as commercial vehicles.

- Section 12-3-3:C.2 Add new item “e” to permit livery vehicles to park like a non-commercial vehicle.
“ Vehicles with a taxi/livery plate, that are less than eight feet (8') in total height, including any roof mounted appurtenances, and that have no other commercial markings, signage, advertising, or business designation, shall be treated as non-commercial vehicles. A maximum of one non-commercial taxi/livery vehicle may be parked outside of a fully enclosed garage.”

PUD/SUP Construction Timing

Macroeconomic shifts in land use and development have extended the typical timeline for entitled projects to break ground, and there have been several instances over the past two to three years where Special Use Permits have required extensions. Staff recommend extending the time frame for projects to begin construction following approval of Special Use Permits and Planned Unit Developments from one year to 18 months.

- Section 12-6-7:A
“...a planned unit development permit shall commence within ~~twelve (12)~~ **eighteen (18)** months from the date of passage...”
- Section 12-16-4:C.6.c
“...A permit for a special use shall be valid for a period no longer than ~~one-year~~ **eighteen (18) months** from the date of issue...”

Traffic Safety Commission Input

There were two unique ZBA cases in 2024 that highlighted a procedural gap in case review. These cases included an industrial user seeking to add truck bays in a required side yard, and an industrial user seeking to reconfigure their parking lot located in a front yard. While the Department of Public Works and Village Engineer provided professional expertise to assist the ZBA with deciding these unique cases, ZBA board members indicated there would have been a benefit from getting additional input from the Traffic Safety Commission. Currently the Traffic Safety Commission is a recommending body to the Plan Commission, but not the ZBA.

- **Section 12-16-3:C** – New item 3 establishing Traffic Safety Commission powers/duties to include guidance to ZBA if appropriate. Items 3-5 in the section would be renumbered as 4-6.
 3. Procedural Control: Following receipt of a complete application of appeal, the building commissioner or Village planner may request input from the traffic safety commission if they find that the project could negatively impact traffic safety. To request input from the traffic safety commission, the building commissioner or Village planner shall distribute applications to the Village engineer and traffic safety commission chairperson. If the traffic safety commission chairperson (or their designees) agree that the project could have a significant impact on the community from a traffic safety perspective, they may request review of the application by the full commission, prior to review by the zoning board of appeals.

Security Shutters

Staff has observed a recent increase in requests for security shutters and the installation of such shutters without permit. The Village does not have a policy or regulations explicitly addressing security features such as shutters and gates, and Staff has had to rely on window screening regulations within the sign code (Chapter 10-10) to guide location and transparency.

Staff contacted planning staff in all surrounding communities and most indicated that their code was silent on the matter and therefore such shutters could be prohibited, or window screening/transparency requirements prohibited installation of security shutters on the outside. Des Plaines was the only community contacted that indicated they do not regulate security shutters and permit their installation.

Appearance Commission case AC 25-05 was heard on March 4, 2025 regarding the installation of security shutters on the exterior of the One Stop Liquor building (7630 Dempster St.) without a permit. The Appearance Commission was unanimous in requiring One Stop Liquor to relocate the shutters to the inside of the business. One Stop Liquor had installed The applicant has indicated intent to appeal the Appearance Commission decision to the Village Board pending the Plan Commission's recommendation for this proposed code update. The Appearance Commission staff report and determination has been included as **Exhibit A** to provide additional discussion and research regarding this topic and inform Plan Commission discussion.

Staff recommend the following addition to Village's design standards to provide fair certainty to applicants and avoid unnecessary expense of removal or relocation of security features.

- **Section 12-12-2:B** – New item 9.
 9. Security shutters, gates, grills, or other similar security features, as deemed applicable by the Zoning Administrator, shall not be fully opaque and shall not be affixed to the exterior of any building façade. Interior security features shall not be visible from the exterior during business hours of operation. The installation of any security feature requires a permit to ensure that all applicable Building and Fire Codes requirements are met.

Solar Energy

Solar energy collection systems are not currently defined within the UDC and Staff reviews requests on a case-by-case basis. The Building Code provides some guidance on solar such as requirements for the use of electrical conduit and structural supports, but there is not guidance to ensure such installations do not have a negative impact on adjacent properties. Staff recommend the following definition and treatment of solar energy collection systems to provide fair certainty to applicants and avoid inconsistent guidance. Appearance Commission case hear

- **12-3-9 New Section for Solar**

12-3-9: Solar Energy Collection Systems

Solar energy collection systems are allowed as an accessory use in all districts with the following conditions:

A. Building-Mounted Systems

1. Location:

- a. Roof-mounted: Solar energy collection systems may be mounted on any roof face of principal or accessory structures. Systems should be flush mounted when possible.
- b. Façade-mounted: Solar energy collection systems may be applied flat against a building facade, or project off a building facade up to three feet (3'), but shall not encroach in required yards.

2. Quantity: The total square footage of the system panels may not exceed the total area of roof surface of the structure to which the system is attached.

3. Roof Overhang: No part of a roof-mounted system shall extend over the edge of the roof.

4. Measuring Height: Height is measured from the roof surface on which the system is mounted to the highest edge of the system.

5. Maximum Height: Systems may exceed the maximum height for a district, but shall not extend more than five feet (5') above the surface of a flat roof or the highest peak of a pitched roof.

B. Free-Standing Systems

1. Location: Systems are permitted in the rear and side yards only, but may not be located in a required side yard. All parts of a freestanding system shall be located within the buildable area of a parcel.

2. Maximum Height: Maximum height shall be 15 feet (15') in height, measured from the grade at the base of the pole to the highest edge of the system.

3. Setbacks: All parts of the freestanding system shall follow the requirements of a detached accessory structure pursuant Section 12-2-5:B of this Chapter, however no freestanding system shall be located closer than ten feet (10') from an adjacent residential lot line.

4. Accessory Structure: A free-standing system shall count toward the maximum number of accessory structures allowed, but does not count toward the maximum gross floor area of accessory structures.

5. Coverage: The area of a free-standing system shall be included in lot coverage and yard coverage calculations, and shall not occupy greater than 55 percent of the total lot when accessory to a residential use, and not greater than 75 percent when accessory to a commercial use.

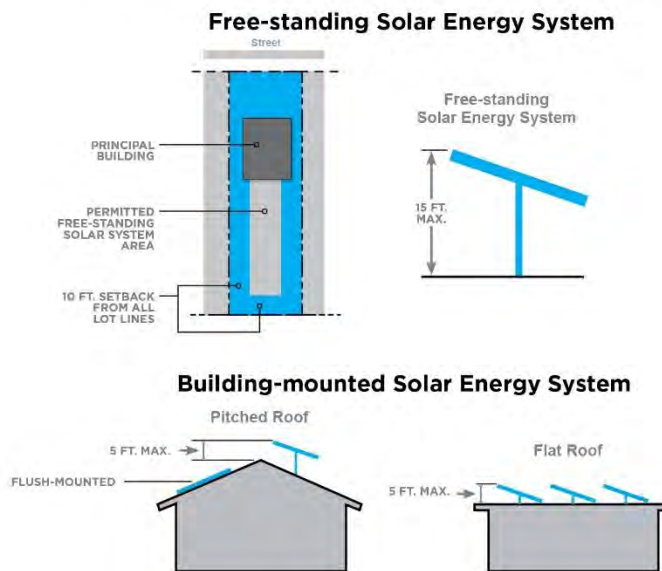
C. Requirements for all solar energy collection systems.

1. Blending: Efforts shall be made in the design of solar energy systems to incorporate the use of materials, colors, textures, screening and landscaping that will aid in blending the system into the natural setting and existing environment.

2. Wiring and Piping: All exterior electrical and plumbing lines for solar energy collection systems shall be placed in a conduit or copper piping, shall be installed underground or contained within a raceway that complements the building materials of the principal structure, and shall otherwise comply with all other village requirements relative to electrical or plumbing lines.

3. No Resale: All energy produced by a solar energy collection system shall be utilized on site, except for net metering as authorized by the applicable electric or other utility.
4. Glare and Heat: No glare or heat from a solar energy collection system shall be detectable at any point off the lot on which the system is located. Flickering or intense sources of light shall be controlled or shielded so as not to cause a nuisance across lot lines.
5. No Advertising: Solar energy collection systems shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the system. In no case shall any identification be visible from a property line.

SOLAR ENERGY COLLECTION SYSTEMS



Synthetic Turf

Synthetic turf is currently not defined within the UDC. While Staff treats requests for turf similar to a patio, the lack of explicit direction in the code creates uncertainty for applicants. A proposal to include synthetic turf in a street side yard was heard by the ZBA which required significant input from the Department of Building and Inspectional Services, the Department of Public Works, and the Village Engineer. While the ZBA granted a variance for location and extent, a condition to complete the project per direction from the Village Engineer was also included in the decision. Ultimately, with guidance from the Director of Public Works and Village Engineer, the applicant agreed to reduce the proposed footprint of the synthetic turf and address stormwater concerns. Staff recommend the following definition and treatment of synthetic turf to provide fair certainty to applicants and avoid lengthy appeals in the future.

- 12-2-6:G Add Synthetic Turf to the “Permitted Obstructions” table

Permitted Obstruction *				
Y = Permitted // N = Prohibited				
Permitted Obstruction	Required Yard			
	Front	Street Side	Interior Side	Rear
Synthetic Turf Controlled by Section 12-5-13	N	N	N	Y ***
***Prohibited on through lots.				

- **12-5-13 New section**
12-5-13 SYNTHETIC TURF
 - A. Synthetic turf contributes to yard and lot coverage, and shall be treated as flatwork.
 - B. Synthetic turf shall be setback a minimum of five feet (5') from all lot lines.
 - C. Any area of synthetic turf and appurtenances on a lot in excess of the maximum yard coverage and/or lot coverage permitted pursuant Section 12-2-5:B and Section 12-4-2:D may only be authorized by the zoning board of appeals and approved by the Village engineer (or their designees).
 - D. Stormwater Management:
 - 1. Synthetic turf installations less than 400 square feet shall require stormwater runoff control measures.
 - 2. Synthetic turf installations equal to or greater than 400 square feet shall require stormwater management and runoff control measures approved by the Village engineer (or their designees).
- **12-17-1 Add Synthetic Turf definition**
Synthetic Turf – A surface of synthetic fibers and made to look like natural grass that is used for sports or similar activities that originally or typically take place on grass, and for residential and commercial lawns. Synthetic turf shall include the entire system from surface to subgrade and be considered to be an impermeable surface.

Wind Energy

Wind energy collection systems are not currently defined within the UDC. Staff have received few inquiries regarding wind energy collection systems, but there is potential for such requests to become more frequent as collection systems continue to decrease in scale and residential applications become more common. Staff recommend the following definition and treatment of solar energy collection systems to provide fair certainty to applicants and avoid inconsistent guidance.

- **12-3-10 New Section for Wind**
12-3-10: Wind energy collection system
Wind energy collection systems are allowed as an accessory use in all districts with the following conditions:
 - A. Freestanding Systems
 - 1. Freestanding systems are not allowed on zoning lots less than 10,000 sq. ft.
 - 2. Clearance: Minimum clearance between the lowest tip of the rotor or blade and the ground is 12 feet (12').
 - 3. Permitted Yard Location: Allowed only in the side and rear yards.
 - 4. Height: No accessory wind energy collection systems may be greater in height than the maximum building height permitted in the zoning district.
 - 5. Front yards: Turbines may be allowed in the front yards of nonresidential districts with a special use permit provided there are no residential districts within 120 feet of any property line of the zoning lot where the turbine will be located.
 - 6. Setbacks: The base of a wind energy collection systems shall be setback 1.1 times the height of the highest edge of the system from all property lines, overhead utility line poles, public sidewalks or trails, and public rights-of-way. Any system or any ancillary equipment shall not be located within any required setbacks of the respective zoning district.
 - 7. Access: Climbing access (rungs or foot pegs) to the tower shall not start until twelve feet (12') above grade to prevent unauthorized access.

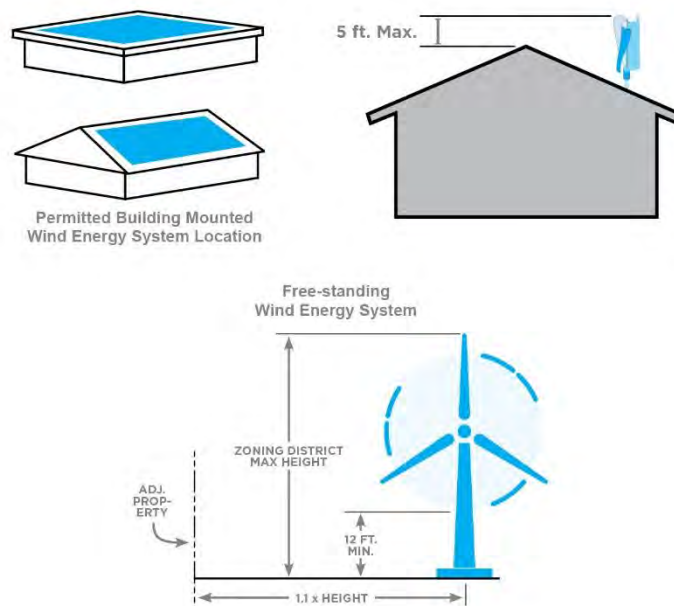
B. Building Mounted Systems.

1. Quantity: One turbine is allowed for every 750 square feet of the combined roof area of all structures on a zoning lot. For a pitched roof, each surface of the roof shall be included in the roof area calculation.
2. Rated Capacity: A maximum rated capacity of 3 kilowatts (kW) per turbine is allowed.
3. Height: and shall be affixed to the roof deck of a flat roof or to the ridge or slope of a pitched roof and may not be affixed to the parapet or chimney of any structure.

C. Requirements for all small wind energy collection systems.

1. Noise: Except during such short-term events such as utility outage or a severe windstorm, a wind energy system shall not exceed 45 dBA when in or adjacent to all residential districts, and 55 dBA when in or adjacent to all non-residential districts. Noise levels shall be measured at the adjacent lot line.
2. Safety: Every wind energy system shall have an internal automatic braking device to prevent uncontrolled rotation of over speeding.
3. No Resale: All energy produced by a wind energy collection system shall be utilized on site, except for net metering as authorized by the applicable electric or other utility.

WIND ENERGY COLLECTION SYSTEMS



Attachment A

Appearance Commission Case AC 25-05
Staff Report dated February 25, 2024 and
Appearance Certificate dated March 4, 2025

To: Chairperson Pietron and Members of the Appearance Commission

From: Brandon Nolin, AICP, Community Development Administrator
Anne Ryder Kirchner, Planner/Zoning Administrator

Date: February 25, 2025

Re: Appearance Commission Case AC 25-05

Request for approval of an Appearance Certificate for the installation of security shutters on the exterior of the property commonly known as 7630 Dempster Street in Morton Grove, Illinois (PIN 09-13-325-022-0000) with a request for a waivers to window screening requirements of Chapter 10-10, all within a C-2 Neighborhood Commercial District. The applicant is Deep Oza, owner of One Stop Liquor.

Project Overview

Deep Oza ("applicant"), owner of One Stop Liquor, submitted an Appearance Commission Application to the Department of Community and Economic Development requesting approval of the installation of security shutters on the exterior of the property commonly known as 7630 Dempster Street which is located within a C-2 Neighborhood Commercial District. As security shutters are not explicitly referenced in the Village's Unified Development Code such an installation may be prohibited by the Appearance Commission. A waiver to the screening requirements defined in Section 10-10-4:D is also required as the security shutters would be considered a window screening blocking 100% of the window when in use.

The applicant installed the security shutters at the subject property without a permit and is seeking approval of an Appearance Certificate and sign waiver after the fact. Staff has cited concerns with emergency access, electrical work without a permit, and potential for visual blight if such installations become widespread. The Plan Commission is also considering requiring security systems to be installed on the interior as part of a forthcoming code update.

Subject Property

The subject property is a 0.44-acre (19,372 sq. ft.) corner lot located on the north side of Dempster Street and east side of Ottawa Avenue and is zoned C-2. The property to the west is also zoned C-2 and is improved with a four-story condominium building. Properties to the north and east are zoned R-2 and improved with single-family homes with detached garages. Notre Dame College Prep school is located south across Dempster Street in the Village of Niles.



Facade

The applicant has installed a silver aluminum security shutter system on all windows and doors at the subject property. The shutters roll into a seven inch (7 in.) by seven inch (7 in.) aluminum housing that sits at the top of the window opening. The shutter housing conceals the upper portion of the windows and transom. The shutters slide in a track at the outside edge of each window, so they cannot be pried away from the window. The security system represents a change to the façade of a commercial property and must be approved by the Appearance Commission.



LEFT: Existing Shutter Installation at Subject Property; RIGHT: Shutter Panel Example (Source: QMi USA)

Signs

In addition to seeking approval for the exterior façade changes caused by the security shutter housing, the applicant is requesting a waiver from the window screening requirements of Section 10-10-4 for review and approval by the Appearance Commission. With no clear definition of security shutters within the Unified Development Code, Staff has interpreted security shutters as window screenings. The installed security shutters cover 100% of all windows of the façade at One Stop Liquor when in use. When the shutters are retracted, the housing covers approximately the uppermost seven (7) inches of each window. The following table compares the proposed shutters with the Village's window screening requirements pursuant to Section 10-10-4 of the Morton Grove Municipal Code:

DIMENSIONAL CONTROL	CODE REQUIREMENT	PROPOSED SIGN	WAIVER REQUESTED
Window Signs and Window Screenings (Sec. 10-10-4:M.3)	Window screenings and window signs combined may occupy no more than fifty percent (50%) of the total window area per frontage, except that window screening coverage may be increased by written authorization of the Village Administrator.	100% window screening when shutters in use	Waiver of 50% to allow 100% coverage during use of security shutters.
Window Signs and Window Screenings (Sec. 10-10-4:M.4)	Window screenings and window signs shall not obscure more than twenty-five percent (25%) of the window area of any public entrance door.	100% screening of public entrance doors	Waiver of 75% to allow 100% coverage during use of security shutters.

As outlined in the table above, using the shutters requires a waiver to the following section of the Morton Grove Municipal Code:

- Section 10-10-4:M – A waiver to allow 100% coverage of windows and entrances when security shutters are in use.

Departmental Review

The project was reviewed by several department representatives (see "Attachment A").

- **Building Department:** Comments highlighting concerns regarding the electrical work performed to install the shutters. The installation included power supply to the shutters passing through a drop ceiling.
- **Fire Department:** Comments regarding the need to provide a means of emergency operation on the exterior, adjacent to the shutter via a Knox key switch, to provide a clearly marked secondary egress with proper egress hardware, and to allow for proper inspection to identify any additional fire code violations.
- **Police Department:** In review of the proposed project, the Police Chief issued the following comments:
The Morton Grove Police Department is supportive of businesses implementing security measures to deter criminal activity, including the installation of infrastructure aimed at preventing smash-and-grab type burglaries. As a matter of best practice, the Police Department generally recommends that such security enhancements, including pull-down shutters, be installed on the interior of the premises. Interior installation helps maintain the aesthetic character of the business district while still providing effective security against forced entry.



Code Enforcement Photos at Subject Property

Discussion

The applicant has installed a series of exterior security shutters without a permit and is seeking an Appearance Certificate with necessary waivers after the fact. The applicant is requesting that the shutters be allowed to remain on the exterior of the business. Staff recommends that the shutters be relocated to the interior of the business, but are otherwise supportive of the investment in the security shutters.

The applicant has indicated the shutters are needed due to repeat break-ins that included property damage. Two break-ins were reported in September 2019 and January 2020. More recently the front glass door suffered damage from an attempted, but unsuccessful break-in November 2024. The applicant provided several police incident reports to support claims of property damage and theft. It should be noted that only two such incident reports were related to break-ins, while the others are related to crimes that occurred during business hours (such as shoplifting) and such crimes would not be addressed by the security shutters.

The applicant also identified three locations within the region that have external security shutters. The properties identified by the applicant are shown below with shutters rolled up. While Staff does not disagree that security shutters have become more common, there is concern with the exterior installation of security shutters having a potential blighting effect on the Village's broader commercial corridors. The Plan Commission will be considering a change to the Unified Development Code to require interior installation of security shutters. Staff is concerned permitting the shutters at the subject property will set a poor precedent as outlined in the next section.



Willow Liquors - 2657 Shermer Road, Northbrook, IL (Source: Google Streetview)



Extra Value Food & Liquor - 9570 Potter Rd, Des Plaines, IL (Source: Google Streetview)



Cardinal Warehouse Wine & Liquors - 7780 N Milwaukee Ave, Niles, IL (Source: Google Streetview)

Visual Blight

Staff understands that security is an important matter and the Village does not want to prevent shop owners from protecting their merchandise. The Village must also account for the negative impact to the Village's image that could accompany widespread exterior installation of security shutters. The Village's commercial corridors provide visitors with a critically important first impression of the Morton Grove community. A view of storefront after storefront of aluminum security shutters as one travels down Dempster Street or Waukegan Road would send a negative message to those residents and business owners considering putting down roots and investing in the community.

Proposed Text Amendment

The Village does not have a policy or regulations explicitly addressing security features such as shutters and gates, and Staff has had to rely on window screening regulations within the sign code (Chapter 10-10) to guide location and transparency. As part of a public hearing scheduled for March 18, 2025, the Plan Commission will be considering a variety of amendments to the Unified Development Code including the following addition to Village's design standards regarding security shutters:

*"Security shutters, gates, grills, or other similar security features, as deemed applicable by the Zoning Administrator, shall **not be fully opaque** and shall **not be affixed to the exterior** of any building façade. Interior security features shall **not be visible from the exterior** during business hours of operation. The installation of any security feature **requires a permit** to ensure that all applicable Building and Fire Codes requirements are met."*

With the proposed amendment, the Village will not prevent businesses from investing in security systems, but will simply require that such systems be located on the interior.

Potential for Window Damage

Staff understands that shop owners want to limit damage to their storefront windows, but reports have shown that visible security barriers deter property damage. If a would-be thief sees a security shutter behind a glass window, they will be less likely to attempt to gain access and break the window.

As noted in a security industry article by Loss Prevention Magazine, a store in Atlanta reported 28 storefront break-ins in the first two years of business at that location. The city would not allow exterior security shutters as typically installed by the retailer, but after installing shutters on the interior of the storefront, the same store reported zero burglary attempts in the following six years. (Source: <https://losspreventionmedia.com/physical-safety-barriers-low-tech-can-be-highly-effective/>)

Precedent for Interior Security Shutter Installation

When reviewing available information from area security installers online, Staff has noted that various companies (including the applicant's installer) market their security shutter systems for both interior and exterior install. The project image galleries used for marketing show the same systems installed both on the interior and exterior. Interior installation may add some cost, but that is not clear as the labor would likely be similar. The primary change in having the applicant install shutters on the interior would be requiring that merchandise displays be moved slightly away from the windows and for any signage to be flush to the window to allow for the shutters to come down.

As shown below, the same installation company hired by the applicant (National Shutters Chicago) has installed numerous shutter systems in interior retail locations throughout the region.



Sample Images of Interior Security Shutter Installation (Source: National Shutters Chicago)

Appearance Commission Review

In accordance with Unified Development Code Section 12-12-1:C, all site, landscape, and building plans are to be reviewed by the Appearance Commission, and an Appearance Certificate by the Commission granted, prior to the issuance of a building permit. Further, per Section 12-16-2:C.2, the Appearance Commission is charged with reviewing the exterior elevations, sketches, and materials and other exhibits as to whether they are appropriate to or compatible with the character of the immediate neighborhood and whether the submitted plans comply with the provisions of the regulations and standards set forth in chapter, 12 "Design Standards," of this title.

The Design Standards (Sec. 12-12-1:D) are as follows:

D. Criteria and Evaluation Elements: The following factors and characteristics relating to a unit or development and which affect appearance, will govern the appearance review commission's evaluation of a design submission:

1. Evaluation Standards:
 - a. Property Values: Where a substantial likelihood exists that a building will depreciate property values of adjacent properties or throughout the community, construction of that building should be barred.
 - b. Inappropriateness: A building that is obviously incongruous with its surroundings or unsightly and grotesque can be inappropriate in light of the comprehensive plan goal of preserving the character of the municipality.
 - c. Similarity/Dissimilarity: A builder should avoid excessively similar or excessively dissimilar adjacent buildings.
 - d. Safety: A building whose design or color might, because of the building's location, be distracting to vehicular traffic may be deemed a safety hazard.
2. Design Criteria:
 - a. Standards: Appearance standards as set forth in this chapter.
 - b. Logic Of Design: Generally accepted principles, parameters and criteria of validity in the solution of design problems.
 - c. Architectural Character: The composite or aggregate of the components of structure, form, materials and functions of a building or group of buildings and other architectural and site composing elements.
 - d. Attractiveness: The relationship of compositional qualities of commonly accepted design parameters such as scale, mass, volume, texture, color and line, which are pleasing and interesting to the reasonable observer.
 - e. Compatibility: The characteristics of different uses of activities that permit them to be located near each other in harmony and without conflict. Some elements affecting compatibility include intensity of occupancy as measured by dwelling units per acre; floor area ratio; pedestrian or vehicular traffic generated; parking required; volume of goods handled; and such environmental effects as noise, vibration, glare, air pollution, erosion, or radiation.
 - f. Harmony: A quality which produces an aesthetically pleasing whole as in an arrangement of varied architectural and landscape elements.
 - g. Material Selection: Material selection as it relates to the evaluation standards and ease and feasibility of future maintenance.
 - h. Landscaping: All requirements set forth in chapter 11, "Landscaping and Trees", of this title. (Ord. 07-07, 3-26-2007)

Recommendation

If the Appearance Commission approves the request for an Appearance Certificate for the installation of security shutters for the property commonly known as 7630 Dempster Street, based on draft text amendment language under consideration by the Plan Commission, Staff recommends the following motion and conditions of approval:

Motion to approve Case AC 25-05, a request for waivers to select sign requirements of Chapter 10-10 for the property commonly known as 7630 Dempster Street in Morton Grove, Illinois, subject to the following conditions:

- 1. The security shutters shall be installed on the interior of the property.*
- 2. The security shutter shall be fully stored out of sight and not visible from the exterior during business hours. Use of the security shutters over any portion of the subject property window's or door's during business hours shall be prohibited.*
- 3. Prior to the issuance of a building permit, the applicant shall comply with all comments and recommendations set forth in the department review forms issued by the Director of Building and Inspectional Services, dated February 10, 2025, the Fire Prevention Bureau Coordinator, received February 13, 2025, and the Chief of Police, received February 12, 2025, by strict or alternative compliance, subject to the final approvals by each respective department representative.*
- 4. [Additional conditions as recommended by the Appearance Commission]*

ATTACHMENT A

Plan Review Comment Forms for AC 25-05,
Prepared by:

Jim English, Director of Building and Inspectional Services
Dated February 10, 2025

Rick Dobrowski, Fire Prevention Coordinator
Received February 13, 2025

Mike Weitzel, Chief of Police
Received February 12, 2025

REVIEWING:

BUILDING

FIRE

POLICE

PUBLIC WORKS/ENGINEERING

TSC

VILLAGE OF MORTON GROVE, ILLINOIS
PLAN REVIEW COMMENT FORM

DATE DISTRIBUTED: 2/10/2025

CASE NUMBER: AC 25-05

APPLICATION: Request for approval of an Appearance Certificate for the installation of security shutters on the exterior of the property commonly known as 7630 Dempster Street in Morton Grove, Illinois (PIN 09-13-325-022-0000) with a request for a waivers to window screening requirements of Chapter 10-10, all within a C-2 Neighborhood Commercial District. The applicant is Deep Oza, owner of One Stop Liquor.

An application has been submitted to the Appearance Commission for action. Please return your review to the Department of Community and Economic Development by **Friday, February 14, 2024**.

Thank you,
Brandon Nolin, AICP
Community Development Administrator

COMMENTS OR CONCERNS

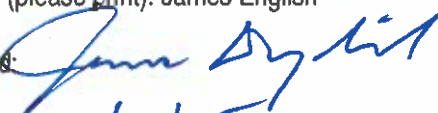
BUILDING DEPARTMENT

- 1) Condition of building permit will be that all existing receptacles and outlets will meet 2011 National Electric Code, International Fire Code (IFC), 2018 Edition, NFPA 101- Life Safety Code, 2015 edition, and all local amendments.
- 2) Separate electrical permit will be required.

These comments accurately represent existing Village regulations or policies.

Name (please print): James English

Signed:



Date:

02/10/25

REVIEWING:

BUILDING

FIRE

POLICE

PUBLIC WORKS/ENGINEERING

TSC

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Thank you,
Brandon Nolin, AICP
Community Development Administrator

COMMENTS OR CONCERNS

The FD will require:

1. A means of emergency operation on the exterior, adjacent to the shutter, via a Knox key switch.
2. A clearly marked secondary egress with proper egress hardware. ***"1010.1.9 Door operations. Except as specifically permitted by this section, egress doors shall be readily openable from the egress side without the use of a key or special knowledge or effort."***
3. A sign on or adjacent to the shutter stating. "The shutter shall remain secured in the full-open position during the period of occupancy by the public."
4. The installation of any security gate requires a permit to make sure that all applicable Building and Fire Codes requirements are met. Any code violations in this specific installation shall be remediated.

These comments accurately represent existing Village regulations or policies.

Name (please print): Rick Dobrowski

Signed:

Date: 02-13-2025

REVIEWING:

BUILDING

FIRE

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Brandon Nolin, AICP
Community Development Administrator

COMMENTS OR CONCERNS

The Morton Grove Police Department is supportive of businesses implementing security measures to deter criminal activity, including the installation of infrastructure aimed at preventing smash-and-grab type burglaries.

As a matter of best practice, the Police Department generally recommends that such security enhancements, including pull-down shutters, be installed on the interior of the premises. Interior installation helps maintain the aesthetic character of the business district while still providing effective security against forced entry.

These comments accurately represent existing Village regulations or policies.

Name (please print):

Signed:

Date:

Case: AC 25-05

Address: 7630 Dempster Street, Morton Grove, Illinois

Applicant: Deep Oza, One Stop Liquor

RE: Request for waivers to window screening requirements of Chapter 10-10

Public Hearing
Date: March 4, 2025

AC Action: Appearance Certificate Granted (5-0)

On March 4, 2025, the Appearance Commission held a public meeting on Case AC 25-05. Five Commissioners were present.

Deep Oza ("applicant"), owner of One Stop Liquor, submitted an Appearance Commission Application to the Department of Community and Economic Development requesting approval of the installation of security shutters on the exterior of the property commonly known as 7630 Dempster Street which is located within a C-2 Neighborhood Commercial District. As security shutters are not explicitly referenced in the Village's Unified Development Code such an installation may be prohibited by the Appearance Commission. A waiver to the screening requirements defined in Section 10-10-4:D is also required as the security shutters would be considered a window screening blocking 100% of the window when in use.

The applicant installed the security shutters at the subject property without a permit and is seeking approval of an Appearance Certificate and sign waiver after the fact. Staff has cited concerns with emergency access, electrical work without a permit, and potential for visual blight if such installations become widespread. The Plan Commission is also considering requiring security systems to be installed on the interior as part of a forthcoming code update.

Determination

After hearing the Applicant's presentation the following motion was made:

Motion to approve Case AC 25-05, a request for waivers to window screening requirements of Chapter 10-10 for the property commonly known as 7630 Dempster Street in Morton Grove, Illinois, subject to the following conditions:

- 1. The security shutters shall be installed on the interior of the property.*
- 2. The security shutter shall be fully stored out of sight and not visible from the exterior during business hours. Use of the security shutters over any portion of the subject property window's or door's during business hours shall be prohibited.*

3. *Prior to the issuance of a building permit, the applicant shall comply with all comments and recommendations set forth in the department review forms issued by the Director of Building and Inspectional Services, dated February 10, 2025, the Fire Prevention Bureau Coordinator, received February 13, 2025, and the Chief of Police, received February 12, 2025, by strict or alternative compliance, subject to the final approvals by each respective department representative.*

The motion was approved (5-0) by the Appearance Commission.



John Pietron, Chairperson

03/04/2025

Date