



MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: COSTA KUTULAS, WINNETKA PARK DISTRICT
FROM: ANN KLAASSEN, ASSISTANT DIRECTOR
DATE: AUGUST 20, 2024
SUBJECT: SPECIAL USE PERMIT REVIEW #3 - CENTENNIAL PARK + BEACH
225 SHERIDAN ROAD - (CASE NO. 24-08-SU)

The following comments are the result of staff's review of the third set of documents submitted for Case No. 24-08-SU, Centennial Park + Beach (225 Sheridan Road), an application for approval of a special use permit.

When submitting revised plans and responses to staff comments, please include the following:

- Make sure to incorporate comments from all Village departments into revised plans and revised narratives and support documentation prior to submitting revised plans.
- When submitting revised plans, please furnish a cover letter indicating the location of the revised drawings and response to each review comment to assist in expediting review of the next submittal.
- Provide one copy of all resubmitted documents including full size plan sheets and one electronic version of each item.
- Please submit all documents at one time as one package to my attention in the Community Development Department. I will then forward the resubmittal to the respective Village departments for review.

If after you have reviewed staff's comments you would like to meet with staff to discuss the comments, we would be happy to schedule a meeting to do such.

Community Development Review Comments

Staff Reviewers: David Schoon, Director – 847.716.3526, dschoon@winnetka.org
Ann Klaassen, Assistant Director – 847.716.3525, aklaassen@winnetka.org

1. The reconfigured mid-bluff paver walkway and seating area does require an exception from Section 17.82.040 Development in Steep Slope Zone. The existing paver walkway and seating area is permitted to be replaced in the same footprint without the need for an exception. The proposed improvement extends beyond the existing footprint and is located within the steep slope zone and therefore treated as a new improvement. Given that it is wider than 5-feet in width, it requires an exception.
2. The proposed steel sheet pile wall replacement at the northeast corner of the property exceeds 6.5 feet in height and therefore requires a variation.

3. The table listing the proposed improvements and whether or not relief is being requested should include the dog beach fence. The title of the table is misleading since not all of the elements require relief. It is suggested that “non-conforming” be replaced with “proposed.”
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Engineering Review Comments

Staff Reviewer: James Bernahl, Director of Engineering – 847.716.3261, jbernahl@winnetka.org

1. Per the recently adopted steep slope ordinance, a copy of which is attached, you must demarcate the location of the slope impact area, which includes the steep slope zone and the slope transition area, in plan view and provide cross sections every 25 feet. If you have any questions, please reach out to the Engineering Department. Submittal must also provide information supporting how conceptually the design of the proposed plan within the slope impact area meets the Development Standards of Section 17.82.050.
 - a. PD Response: The Plan Sheet and Cross Sections are noted in drawings CS-6 – CS-10.
 - b. Engineering Response: Cross sections need to be updated based on the preliminary coastal engineer review. Please refer to marked up cross sections provided.
 - c. WPD Response: Completed, plans were updated to match the marked up cross sections from Rob Narin. See attached cross sections.
 - d. *Engineering Response: Comment closed.*
2. Provide plan sheets showing sheet pile bulkhead/shoreline layout and detail section plans for major components. This is necessary to better understand the design and impact of the boardwalk, ADA ramps, stairs, etc. Also, to better understand the beach that is being created and its impact, show plan sheets for the sand fill limits and the amount of sand to be brought in would be helpful to evaluate the proposed design of the overall improvements.
 - a. PD Response: The Plan Sheets for these cross sections are still in development and will be shared once completed.
 - b. *Engineering Response: Not completed*
 - c. WPD Response: Final Plans for the Centennial Project are included in this submittal. Please review the Bid and Construction plan set dated 7/19/2024.
 - d. *Engineering Response: Plans provided. Final Engineering design to be reviewed and completed as part of final building permit approval.*
3. Recommend that proposed 7-foot-wide pathway be continued to the circular vehicular island to create consistent accessibility and improved drop off/pick up.
 - a. Response: Updated per Request, increased to 10’ to accommodate maintenance equipment.
 - b. *Engineering Response: Ok*
 - c. This is shown on Sheet C131-132 in Bid and Construction plan set dated 7-19-24.
 - d. *Engineering Response: Comment closed.*
4. Proposed breakwater elevation will allow for wave action over the top of the proposed walkway, consideration should be given on how to improve safety at this location. Consideration should also be given to eliminating accessibility for pedestrians to walk onto the stone groin rocks.
 - a. Response: We are proposing adding additional signage and a gate as needed to secure the pier with adverse weather conditions.

- b. *Engineering Response: What kind of fencing and signage will be provided, and at what locations? Have you received any guidance from the regulatory agencies regarding what will be required? At this point in time, please provide information on the plan documents in terms of what you are currently thinking for such signage and gate. This item will likely need further review during the final permitting process as the regulatory agencies may have additional comments on what can be approved.*
 - c. *WPD Response: We plan on installing interchangeable signage as we have for our other swimming beaches, which will inform the public of the lake conditions. These signs will be monitored and changed as needed throughout the season. In addition to the signage, we are anticipating installing barricades as necessary to prevent the use of the pier during the high lake conditions where there could be an opportunity for waves to top the pier. We are considering using a type 2 barricade, which will block the western entrance to the pier under those high lake conditions.*
 - d. *Engineering response: It is recommended that a more robust permanent solution be considered for installation to ensure public safety at all times. As weather events can change very quickly the installation of temporary safety measures can leave opportunities for avoidable accidents to occur and heavy weather events can cause temporary barricades to be disturbed.*
5. Will electrical service be required for the dog park FOB system or lights? If so, plans should highlight these locations and possible transformer locations.
- a. *PD Response: Electric for the dog beach gate and bollard lighting is required. The power distribution boxes are anticipated to be located on the bluff above an elevation of 591' or greater. Electrical Plans are being finalized and can be sent to the Village of Winnetka Engineering Department upon request.*
 - b. *Engineering Response: Not completed. Further review should include comments from Water and Electric on final design.*
 - c. *WPD Response: Refer to Bid and Construction Plans dated 7-19-24 sheets C168-C172 for the location of transformer locations.*
 - d. *Engineering Response: Comment closed*
6. Does the Park District plan on adding pedestrian lights along the pathway from the parking lot to the beach access, or will lights be installed along the boardwalk?
- a. *PD Response: At this time, no lighting is proposed running along the pathway from the parking lot to the top of the ADA access walkway. Low-level bollard lights are strategically provided at transition points along the public ADA access ramp to the beach at the staircase at the bottom of the ramp where it transitions to the boardwalk. Additional lighting is provided at critical points along the boardwalk on the west side of the boardwalk cast onto the walking surface. The Park District does not want to encourage use of the park after hours but still provide a safely lit area should anyone need to access the beach after dark.*
 - b. *Engineering Response: Recommend that lighting be provided for dusk closing to provide similar light along entire path for same hours of operations. Final electrical design should include comments from Water and Electric Department.*
 - c. *WPD Response: The final lighting plan is shown on Sheets C168-C172 of the Bid and Construction Plans dated 7-19-24. This section of the plans identifies the location of all bollard lights.*
 - d. *Engineering Response: This will be finalized as part of final building permit approval. Comment considered closed.*

7. Park District should coordinate with the Police Department on placement of additional security cameras throughout the site.
 - a. PD Response: Currently no security cameras are proposed. Staff can have a discussion with Police if there is a requirement.
 - b. *Engineering Response: Police will require the addition of security cameras. Coordination with Police Department should continue on final design and locations.*
 - c. WPD Response: At this time, security cameras have not been added to the project. We have built into the project additional conduit chases to allow for future installation of cameras.
 - d. *Engineering Response: Comment not addressed. Installation of security cameras should be encompassed into the design now not at a later date.*

8. Should the Council approve the requested exceptions for the Steep Slope ordinance, Engineering Department will still require detailed analysis of geotechnical and structural review for proposed walkway, retaining walls, board walk, and other proposed improvements within the slope impact area.
 - a. PD Response: Will provide upon request.
 - b. *Engineering Response: Not completed.*
 - c. WPD Response: Refer to the Bid and Construction Plan set dated 7-19-24 for all design review of the improvements being proposed for the Centennial Project. Engineering calculations can be provided upon request.
 - d. *Engineering Response: Comment not addressed. Based on the advancement of this design this information should be provided for the proposed walkway to ensure the constructability of the walkways and slope stabilization. This item will be addressed as part of the final building permit approval.*

9. Engineering Department will require steep slope stabilization planting plan.
 - a. PD Response: The restoration planting design takes into account the need for slope stabilization both in the plantings being specified and through additional design measures including seed blanket and erosions control mat as described in Community Development Review Comment Response #5. Cut sheets are provided for the blanket and erosion control mat, see supplemental information attached.
 - b. *Engineering Response: Please see previous comment above about providing a more detailed planting plan. The landscape plan shows a list of targeted plantings and plugs; however, you need to identify the specific planting materials and where they will be planted for this project. Also identify what best management guidelines are being followed in selecting materials.*
 - c. WPD Response: Refer to sheets C178-C181 of the Bid and Construction Plan set dated 7-19-24 for detailed outline and planting notes for the different areas of restoration thought out the project site.
 - d. *Engineering Response: Applicant has provided requested information. Final planting plan to be completed as part of the final building permit approval.*

10. If any trees are proposed to be removed as part of the proposed improvements coordination with the Village Forester is required at this time. Tree mitigation will be considered as part of final approval.

- a. PD Response: Tree removals and preservation plan is provided with tree mitigation chart located on sheet C136. A portion of required replacements are shown on the Landscape Plan for restoration objectives, see sheet C139. It is the Park District's intention to balance restoration objectives with the community's interest to preserve views to the lake.
 - b. *Engineering Response: Village Forester will finalize tree mitigation as part of final permitting process.*
 - c. *Forestry Response: If replacement inches cannot be planted at construction location without obstructing lake views, the remainder of the replacement inches will need to be planted elsewhere in the park or in another park as a last option.*
 - d. WPD Response: Refer to sheets C143 for proposed removals and sheets C145-146 for the planting schedule of the Bid and Construction plan set dated 7-19-24. As required, additional trees will be planted at another park location within the community.
 - e. *Engineering Response: Information has been provided by applicant. Final tree mitigation planting plan and locations to be finalized with Village Forester as part of final building permit approval.*
11. Proposed fence around dog park, specifically along the southern end of the dog area, will need to be placed far enough away from the existing steel groin and new stone groin on neighboring property to allow for ample safe passage between the properties.
- a. PD Response: The proposed dog beach fence is to be located on the existing steel groin to the south, offset 6' min. width from the newly installed stone groin at the south neighbor property, as shown on sheet C138.
 - b. *Engineering Response: Recommend a larger space between the two elements be provided, as a wider pathway opening would be preferred to allow for easier passage and for access of emergency equipment to the adjoining property.*
 - c. WPD Response: The dimension verified in the field is a minimum of 6' between two currently fixed structures, the new stone breakwater built on 205 Sheridan Road Property and the current southernmost steel groin, which has been in place for over 70+ years. The 6' dimension is from the newly built passage steps across the 205 Sheridan Road Breakwater and widens from there as you move west to over 10' plus as you approach the existing steel groin. The area between the western off-leash dog fencing and existing steel sheet piling is greater than 12', which leaves ample room for access. The fencing plan is detailed on sheet C147 of the Bid and Construction plan set dated 7-19-24.
 - d. *Engineering Response: Comment remains open. Plans should be detailed to show the new stone groin on neighboring property and the location of the existing steel groin. Show dimensions noted above on updated plans to verify these limits.*
12. The new ramps are in conflict with two existing private storm sewers. The layout and renderings indicate the sewers will be removed. It also appears there is not a clear plan to replace the drainage function these provided. This could end up in debris and sheet flow onto the ramp and over the back of the retaining wall. Consider adding a drainage system to capture runoff up stream of the retaining wall.
- a. PD Response: This is currently being reviewed/designed with the project engineers and can be sent to the Village of Winnetka Engineering Department upon request.
 - b. *Engineering Response: Not completed.*
 - c. WPD Response: The two "existing private storm sewers" are currently shallow drainage curbs that allow rainwater to pass down the existing bluff. Those two shallow drains are being proposed to be removed and will not be required moving forward. The new

walkway has a retaining wall running parallel on the western upslope side, designed with a 6" drain tile to collect this water. That, along with the changes within the bluff, including plantings and grading, will alleviate the need for these shallow drain curbs. Please reference sheets C138-C139 of the Bid and Construction Plans set, which outline these items.

- d. *Engineering Response: Comment closed.*

Other Review Comments

Staff Reviewer: James Bernahl, Director of Engineering – 847.716.3261, jbernahl@winnetka.org

1. Provide a tree preservation plan and a landscape plan, including a list of proposed plant materials.
 - a. PD Response: Tree preservation plan is provided, see sheet C136.
 - b. *Forestry Response: Tree preservation fencing should be noted as 6-foot, chain link.*
 - c. WPD Response: Refer to sheet C102 of the Bid and Construction plan set dated 7-19-24, this adjustment has been included.
 - d. *Engineering Response: Information provided by applicant. Final landscaping and restoration plan to be finalized as part of final building permit approval.*

Coastal Engineer, Rob Nairn, Baird, Review Comments:

Below are our initial comments for your consideration:

1. The proposed improvements appear to improve access for the public and public safety operations. However, the boardwalk terminated at the North end is unclear in the information provided. Please clarify the north end in more detail.
 - a. Response: Comment closed. Additional details to be finalized as part of the final building permit approval.
2. Elevation of proposed pier (585' IGLD) seems justifiable since it is for pedestrian access. As conceptually submitted, this meets the "minimally necessary to achieve the intended and proper purpose" requirements in the lakefront construction ordinance. However, the proposed pier will be frequently overtopped by waves and the concrete promenade should be detailed accordingly.
 - a. Response: The structural details for the breakwater were provided for review. Comment closed.
3. Proposed pier extends deeper/ further lakeward than existing steel sheet pile groin, will impact the shoreline shape, and should improve the shoreline/bluff protection in the immediate vicinity. The beach cells should be prefilled to minimize impacts to longshore sediment transport. I would expect the permit application to include an analysis of the impacts to sediment transport and how the proposed shape of the beach fill was determined.
 - a. Response: The plans include prefiling of the beach cells created by the breakwater. An analysis of the impacts to sediment transport and justification of the proposed beach fill was not provided for review or verified by the Coastal Reviewer.
4. Overall, this plan set is more conceptual and includes less technical design information to comment further. These comments do not waive any future permitting requirements for lakefront construction ordinance or steep slope ordinance reviews.
 - a. Response: Detailed drawings of the coastal structures were provided and are adequate for review. A design narrative (basis of design) was not provided for review. Lakefront Construction Ordinance (Chapter 15.78 of the Village Code) Section 15.78.080, D: "Project

Scope. The Covered Construction and any related structures include only what is minimally necessary to achieve the intended and proper purpose of the project and to be consistent with the purposes set forth in Section 15.78.010 of this Chapter" could not be easily verified by the Coastal Reviewer.

5. Referring to 17.82.060, A, (8): I would not waive any of the required plans given the amount of development in the steep slope zone.
 - a. *Coastal Engineering Response:*
 - i. Permit Drawings with Zones Identified - WPD provided this information. We have provided some minor markups on WPD's interpretation of the steep slope zone, slope transition area, and slope impact area (see attached).
 1. Response: Permit Drawings with Zones Identified: Comment closed.
 - ii. Construction Means & Methods Narrative – Not provided for review.
 1. Response: Construction Means & Methods Narrative: The work sequence is briefly touched on as notes throughout the drawing set. The requirements of the ordinance are not met by this submission.
 - iii. PE Seals - Not provided.
 1. Response: PE Seals: Provided in this submission. Comment closed.
 - iv. Subsoil Investigation - Not provided for review.
 1. Response: Subsoil Investigation: Not provided for review.
 - v. Grading Plan – Incomplete. The WPD provided some information on the proposed grading plan throughout the plan set.
 1. Response: Grading Plan: The grading plan is partially provided in this submittal. 17.82.060, A, (5). c. is missing.
 - vi. Hydrological Control Plan - Not provided for review.
 1. Response: Hydrological Control Plan: The permanent hydrological control plan appears to include a buried drainpipe near the footing of the retaining wall over a short length of the steep slope area. Surface water appears to drain down the slope at the north and south end of the site. Responses to the Engineering Comments indicate that two existing private storm sewers are being removed and not replaced. Surface water may or may not be a maintenance issue in the future.
 - vii. Vegetation Plan – Incomplete. WPD did not provide a (c) maintenance and monitoring plan or (e) the timetable and sequencing program.
 1. Response: Vegetation Plan: Provided in this submission. Comment closed.

New Coastal Engineering Comments:

1. Referring to C142 and C108, has the designer evaluated the proposed wall for wave overtopping? The area immediately landward of the wall consists of a 1V:2H slope of topsoil over general fill? Confirm scour protection is not required.
2. Referring to C130, will a turbidity curtain be required for the excavation of the clay lakebed?
3. Referring to C130, we assume that the requirement to excavate into the clay lakebed is to mitigate the effect of future lakebed downcutting. What is the anticipated downcutting over the project life? If the clay lakebed is fairly competent and not prone to fracturing, the proposed detail should work. If the clay lakebed is highly fractured, the proposed detail could allow downcutting to accelerate. Would excavation of the clay lakebed accelerate downcutting of the adjacent (disturbed) lakebed?

4. Geotechnical data and associated recommendations were not provided for review. Is slope creep a concern for the upland walkway cantilever retaining wall?
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Fire Department Comments

Staff Reviewer: John Ripka, Fire Chief, 847.716.3303 - jripka@winnetka.org

No additional comments.

Police Department Comments

Staff Reviewer: Brian O'Connell, Police Chief, 847.716.3400 - boconnell@winnetka.org

1. The Police Department requests installation of security cameras with the construction of the project.
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Water & Electric Department Comments

Staff Reviewer: Nick Narhi, Director of Water & Electric, 847.716.3553 - nnarhi@winnetka.org

No additional comments at this time.