

MEMORANDUM VILLAGE OF WINNETKA

COMMUNITY DEVELOPMENT DEPARTMENT

TO: COSTA KUTULAS, WINNETKA PARK DISTRICT FROM: ANN KLAASSEN, ASSISTANT DIRECTOR DATE: JUNE 26, 2024 SUBJECT: SPECIAL USE PERMIT REVIEW #2 - CENTENNIAL PARK + BEACH 225 SHERIDAN ROAD - (CASE NO. 24-08-SU)

The following comments are the result of staff's review of the second 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 <u>one</u> 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.

Once the resubmittal is received, staff will conduct a third review of the application, which will take approximately two weeks. Following the third review we will determine whether or not the application is ready to be noticed for a public hearing.

Community Development Review Comments

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

- 1. With your next resubmittal, please include a complete copy of your application materials (e.g., all plan sheets, narrative, support materials, written response to standards, etc.), whether or not the document has been revised/updated.
- 2. Many of your responses to the first set of review comments need to be incorporated into your written applications materials, so that a complete application can be presented to the advisory

bodies and Village Council. You will want to organize your application materials such that the advisory bodies and Council can easily understand your request.

- 3. Given the application will not be for an amendment to an existing special use permit, please revise your narrative accordingly.
- 4. Your original narrative discussed providing ADA access to beachfront users. How might one with a mobility limitation be able to take their dog to the dog beach portion of the beach?
- 5. Please incorporate into your application materials the manner by which "Emergency and maintenance vehicle access to the beach area" will be provided.
- 6. The special use standards narrative should also address how the requested exceptions meet the special use permit standards. These must be submitted in the written materials that will be included in the written agenda packet materials that go to the Plan Commission and Zoning Board of Appeals.
- 7. You must submit a narrative addressing how the requested variations meet the variation standards. This narrative is to be included with your application submittal.
- 8. Your response to the following questions from the first review should be incorporated into your written application materials.

Please provide detailed description of the proposed activities and uses that will occur in Centennial Park and Beach, including (a) on the dog beach, (b) on the "human" beach, including on the pier (c) on the slope impact area, as defined by Village Code Chapter 17.82, Steep Slope Regulations, and (d) on the entire tableland area of the park.

- a. Provide a description of the types of activities that will occur in each of the four areas.
- b. When will each of the four areas be open to the public? Time of the year, days of the week, time of day, etc.
- c. Which areas would require a pass to access? Please provide details regarding the passes, such as who will be able to secure a pass, is a fee required, how does one secure a pass, and other operational details related to each type of pass.
- d. Regarding each of the beach areas, would Park District personnel (e.g., lifeguards, security, etc.) be on site?
- e. How does one get into and out of the dog park? The beach to the north of the pier?
- f. Will there be a set of rules for use of any other of the four areas? Is so, please provide what those are? (You provided a weblink. Given most advisory body members and Council read a printed packet, you will also want to include a printed copy of the content from this web page.)
- g. Regarding the dog beach, are there any other applicable State, County, etc. regulations which the dog beach must comply (e.g. fencing requirements, leash requirements, etc.)? If so, what are they, and please provide a narrative regarding how the proposed dog beach complies? (Have you been able to gain clarification regarding the Cook County ordinance regarding dog parks and fencing requirements?)
- h. For what parks and recreation activities will the tableland be used? Passive recreational activities or active recreational activities? Please describe.
- i. Please provide any other details regarding the operational aspects for the four proposed areas of Centennial Beach and Park.

- j. Will the proposed improvements and use of the park and beach increase the usage of the park and beach from its current activity level? If so, how will the existing on-site parking accommodate the increased usage?
- 9. Please see Engineering comments regarding the need to clarify the location of the slope impact area, which includes the steep slope zone and slope transition area through the use of topographic plan sheets and cross sections.
- 10. Our original question must not have been clear. When identifying requested exceptions or variations, you need to identify the degree of the exception or variation. For instance, if you are placing a fence on top of a wall/groin within the required front yard that will be taller than 6.5' from existing grade, you must identify how tall the fence and wall will be. If you have any retaining walls within the required front yard greater than 6.5' from existing grade, you must note the height of the retaining wall. If you are placing walkways within the steep slope zone that are wider than 5 feet, then you must identify the width of the walkway. If you have any landings within the steep slope zone that are greater than 50 square feet then you must note the width of the landing.
- 11. Note front yard setback line on Sheet CS-6.
- 12. Regarding tree preservation plan and a landscape plan see comments from Director of Engineering and Village Forester.
- 13. The plat of survey should note lot area the toe of bluff.
- 14. The response to the following question should be incorporated into your application narrative. Sheet C101 shows the fence for the dog park encroaching onto the "neighboring" property to the south. Please explain in your resubmittal why.
- 15. Regarding the dog beach fence on top of the sheet pile, what will be the tallest height of the fence and sheet pile from existing grade as it goes through required front yard? Given you are constructing Handrail A on top of the pier as well as the boardwalk, you need to provide the tallest height of each of these elements with the handrail on top. Please note all of these various height dimensions on plan sheets, as a variation are more than likely required.
- 16. Please provide details (materials, finishes, colors, design etc.) of all proposed improvements (e.g. retaining walls, railings, fences, boardwalk, pilings, outcroppings, lighting, groin materials, etc.). so that the Zoning Board of Appeals will have a better understanding of the need for the required relief (variations and exceptions).
 - a. What is the color of the handrails on Sheet C144?
 - b. Provide details of ornamental fencing and reconfigured fencing identified on Sheets C137, C140.
 - c. Sheet C141 identifies "Integral Color Concrete with California Finish See Shoreline dwgs", however, shoreline drawings were not provided.
 - d. Will the new concrete walk and reconfigured concrete walk identified on Sheet C137 have same integral color with California finish?
 - e. What is the stain finish or integral color concrete for wood pattern of boardwalk?
 - f. Provide details of proposed bench seat wall.
 - g. Will the relocated dog rinse station be painted to match the proposed chrome foot rinsing station?

- h. Provide details of proposed concrete retaining wall/walkway retaining wall. Referenced shoreline drawings were not provided.
- i. Sheet C138 calls out Detail 6 on Sheet C142, but there isn't a Detail 6 on Sheet C142. Should it be Detail 2 on Sheet C141?
- j. What are the physical components of the beach attendant area on Sheet C138?
- k. Why is there a handrail only along the south side of the pier and not around the entire outside edge of the pier (Sheet C140)?
- I. On Sheet C138 is a storage shed. What is it for? Please provide details (e.g., dimensions, materials, purpose, etc.)
- m. Provide details of proposed lights that will cast down on boardwalk. Based upon your response, it appears these are different than the bollard lights.
- 17. Provide details on how the boardwalk would be constructed and what it would be constructed of.
- 18. Include photo of existing ornamental fencing that is going to be reconfigured.
- 19. Your narrative and plan documents can do a much better job of telling the story of how your proposed changes significantly impact or not the steep slope zone. Including photos of what is existing and then some sort of cross section, perspective, etc. of what is proposed would be helpful. How will the walkway impact the slope impact area? How will the boardwalk impact the slope impact area. Also, continue to think of how you can help the advisory bodies understand the pier, its height and scale. Helping the advisory bodies understand what is there and what would be there will be helpful.

Engineering Review Comments

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

- 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.
- 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

- 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
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.

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.

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. PD Response: The termination of the north section of the boardwalk was chosen to give enough space to protect the ADA beach ramp, and space for patrons to have an area to view the beach and lake without having to go down to the beach itself. We anticipate connecting this boardwalk to Elder Lane Beach as part of a future phase.
 - b. Coastal Engineering Response: Noted
- 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. PD Response: WPD received the comment.
 - b. Coastal Engineering Response: Noted
- 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. PD Response: WPD received the comment.
 - b. Coastal Engineering Response: Noted
- 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. PD Response: WPD received the comment.
 - b. Costal Engineering Response:
 - Lakefront Construction Ordinance (Chapter 15.78 of the Village Code) The WPD provided no additional information on the coastal structures (i.e., rubblemound groin, concrete access/overlook) or beach nourishment for us to review to determine if the project is in conformance with the Lakefront Construction Ordinance. Please submit more detailed drawings and a design narrative (basis of design). The project will impact sight lines but likely meets the "no more than minimally necessary to achieve the intended purpose of the project" requirement in the ordinance.
 - *ii.* Steep Slope Ordinance (Chapter 17.82 of the Village Code) There are numerous non-conforming elements which are identified by the applicant throughout the

preliminary permit materials. The drawings provided details on landscaping, appurtenances, and architectural finishes. Structural details for the boardwalk and concrete access ramp are not included in the revised drawing set.

- 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. PD Response: WPD received this comment.
 - b. 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).
 - ii. Construction Means & Methods Narrative Not provided for review.
 - iii. PE Seals Not provided.
 - iv. Subsoil Investigation Not provided for review.
 - v. Grading Plan Incomplete. The WPD provided some information on the proposed grading plan throughout the plan set.
 - vi. Hydrological Control Plan Not provided for review.
 - vii. Vegetation Plan Incomplete. WPD did not provide a (c) maintenance and monitoring plan or (e) the timetable and sequencing program.

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. Does the Park District plan to turn off the lighting at the time the park closes? Or will the lighting remain on permanently through the overnight hours? The Police Department recommends that the lighting is turned off at the time of park/beach closing.
- 2. The Police Department recommends that the Park District take this opportunity to upgrade/mirror similar security camera measures used at other public beaches in the community at this location as this new design can anticipate an increased number of guests visiting Centennial Park throughout the season. The Police Department has partnered with the Park District for review of these cameras at other locations for criminal and other investigations. The Police Department has also responded to incidents at this location over th years where security camera footage would have assisted in the resolution of other situations (i.e. disputes, dog bites, etc.)

Water & Electric Department Comments

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

No comments on the proposed improvements at this time.





"The information shown on this drawing concerning type and location of underground utilities is not guaranteed to be accurate or all inclusive. The contractor is responsible for making his own determinations as to the type and location of underground utilities as may be necessary to avoid damage thereto."



Know what's **below. Call** before you dig.

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RED BARN Design & Engineering, S.C. Image: Consultants
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Project Title: Site Improvements Centennial Park Winnetka, IL
Prepared For: Winnetka Park District Winnetka, IL
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Issued for Rev. Date Village Response 05/22/24
Project Title:
Site Improvements
Centennial Park Winnetka, IL
Prepared For:
Winnetka Park District Winnetka, IL
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