

PUBLIC NOTICE

In accordance with the statutes of the State of Illinois and the ordinances of the City of Highland Park, the next regular meeting of the Plan & Design Commission of the City of Highland Park is scheduled to be held at the hour of 7:00 P.M. on Tuesday, September 1, 2026, at City Hall, 1707 St Johns Avenue, Highland Park, Illinois.

Individuals with questions or feedback about an agenda item may email Karl Burhop, Senior Planner, with the Community Development Department, at kburhop@cityhpil.com. All emails and comments submitted for the Commission will be made public.

The City, in compliance with the Americans with Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe or participate in this hearing, or who have questions about the accessibility of the meeting facilities, contact the City's ADA coordinator Emily Taub at etaub@cityhpil.com or 847.926.1005.

The City encourages individuals to sign-up for its eNews for important information from the City and its government partners. The City updates its web site daily and also posts on social media daily. To sign-up for the eNews, visit www.cityhpil.com.

At the meeting, it is anticipated that there will be a discussion of the following items:

City of Highland Park
Regular Meeting of the Plan and Design Commission
Highland Park City Hall, 1707 St Johns Avenue

September 1, 2026

7:00 P.M.
MEETING AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
 - a. Consideration of Plan and Design Commission Minutes
 - i. Regular Meeting on August 18, 2026
- IV. Scheduled Business
 - a. Public Hearing #ZTA-2026-00004 to revise, strike, or create definitions, land use permissions, and regulations for the B2-RW: Roger Williams Commercial District Overlay Zone related to "Cellular Telephone Facilities without Towers for Use with Radio and/or Other Transmitting and Receiving Equipment, Including Cellular Telephone and Personal Wireless Communications Facilities — Including Antennas to a Maximum Height of 12 Feet without Towers but Excluding Satellite Dishes"
- V. Other Business
 - a. Information Item: Administrative Design Review Update
 - b. Next Meeting – September 15, 2026, A Regular Meeting at City Hall
 - c. Case Briefing
- VI. Business from the Public
- VII. Adjournment

1 **MINUTES OF A REGULAR MEETING**
2 **PLAN AND DESIGN COMMISSION**
3 **OF THE CITY OF HIGHLAND PARK, ILLINOIS**
4
5

6 **MEETING DATE:** Tuesday, August 18, 2026
7

8 **MEETING LOCATION:** Council Chambers, City Hall, 1707 St. Johns Avenue, Highland Park, IL
9

10 **CALL TO ORDER**

11 At 7:01 p.m., Chairperson Kerch called the meeting to order. Staff was asked to call the roll.
12

13 **ROLL CALL**

14 Commissioners Present: Chairperson Kerch; Commissioners Ihnchak, Mantis, Moore, & Nanus
15

16 Commissioner Absent: Fettner & Henry
17

18 Councilmember Present: Ross
19

20 Student Council Present: Piolet
21

22 Staff declared that a quorum was present.
23

24 Guests Present: Katie Jahnke Dale, Partner/DLA Piper
25

26 Staff Present: Fontane & Burhop
27

28 Others Present: Marcus Martinez, Corporation Counsel/Elrod Friedman LLP
29 Gale Cerabona/Recorder
30

31 **APPROVAL OF MINUTES**

32 *Regular Meeting of the Plan and Design Commission – July 21, 2026*
33

34 Chairperson Kerch advised the vote language of cases A, B, F, & G should be altered from voice to roll call
35 votes.
36

37 Commissioner Mantis moved to approve the July 21, 2026, PDC regular meeting minutes as amended.
38 Commissioner Moore seconded the motion.
39

40 On a voice vote

41 Voting Yea Chairperson Kerch; Commissioners Ihnchak, Mantis, Moore, & Nanus

42 Voting Nay: None

43 Abstain: Moore
44

45 Chairperson Kerch declared that the motion passed 6-0.
46

47 **SCHEDULED BUSINESS**

48 Chair Kerch asked that the second agenda item be the first petition.

1
2 b. Public Hearing #SUP-2026-00011 to Amend a Special Use Permit for Nonconforming Uses and Design
3 Review with Variations (2132 Green Bay Road)
4

5 Chair Kerch noted this item has been withdrawn by the Applicant. Senior Planner Burhop concurred. No
6 action is needed.
7

8 a. Public Hearing #SUP-2026-00012 for a Special Use Permit and Design Review with Variations for a Storage
9 Container (581 Roger Williams Avenue)
10

11 Senior Planner Burhop reviewed the proposal:

- 12 • Recommendation
 - 13 ○ allow a nonconforming use
 - 14 • Project Summary
 - 15 ○ connect first floor to a personal-training facility
 - 16 ○ second floor remains as office space
 - 17 • No Design Review (interior request)
 - 18 • Aerial View was shown
 - 19 ○ 19 parking spaces with no changes requested
 - 20 • Background & Design Review (approved in 2008)
 - 21 • Public Works' Comments
 - 22 ○ traffic study was conducted; CivilTech reviewed
 - 23 ○ off-street parking requirements will be met
 - 24 • Recommendation
 - 25 ○ Nonconforming Structures & Uses
- 26

27 Commissioner Mantis identified a sports-training school. Senior Planner Burhop said there was a Resolution
28 a few years ago. Personal trainers are like physical therapists (which would be a medical office).
29

30 Chair Kerch swore in Petitioner Katie Jahnke Dale, Partner with DLA Piper, who is representing the property
31 owner. She gave a presentation:

- 32 • Property Location & Site Context
 - 33 • Existing Conditions
 - 34 • Proposed Operation & Special Use
 - 35 ○ one-on-one training
 - 36 • Proposed Floor Plans
 - 37 • First Level – Training Area
 - 38 • Proposed Signage
 - 39 ○ one per frontage; corner lot
 - 40 • Parking & Traffic
 - 41 • Applicable Special-Use Standards
- 42

43 Chair Kerch asked if anyone in the audience wishes to speak on this matter. There was no one.
44

45 Commissioner Nanus moved to approve the Findings of Fact. Commissioner Mantis seconded the motion.
46

47 On a roll call vote

1 Voting Yea Chairperson Kerch; Commissioners Ihnchak, Mantis, Moore, & Nanus
2 Voting Nay: None
3

4 Director Fontane declared that the motion passed unanimously.
5

6 **OTHER BUSINESS**

7 1. Information Item: Administrative Design Review Update

8 Senior Planner Burhop briefed the PDC that:

- 9 • the color of the awnings changed at 572 Roger Williams Avenue
10 • 475 Roger Williams Avenue received new windows, screening, and a trash container
11

12 2. Next Regular Meeting – September 1, 2026

13 The next regular meeting is scheduled for September 1, 2026.
14

15 3. Case Briefing

16 Director Fontane advised City Council:

- 17 • approved a Zoning Text Amendment for Data Centers
18 • asked Staff to draft approval documents for 147 Central Avenue
19 • approved a 12'-high fence at Albion at 1850 Green Bay Road
20

21 Councilperson Ross said, at the City Council meeting, last night's vote was 5-1. She voted against the
22 subdivision at 147 Central Avenue, the Cornelius Field property. She noted, if approved, zoning allows for a
23 15,300 square-foot house.
24

25 **BUSINESS FROM THE PUBLIC**

26 There was no Business from the Public.
27

28 **ADJOURNMENT**

29 Commissioner Moore moved to adjourn at 7:25 p.m. Commissioner Ihnchak seconded the motion.
30

31 On a voice vote

32 Voting Yea Chairperson Kerch; Commissioners Ihnchak, Mantis, Moore, & Nanus
33 Voting Nay: None
34

35 Chairperson Kerch declared that the motion passed unanimously.
36

37 Respectfully Submitted,
38

39
40 Gale Cerabona
41 Recorder
42

43 **MINUTES OF A REGULAR MEETING ON JULY 21, 2026, WERE APPROVED WITH CORRECTIONS.**
44

REPORT – PLAN & DESIGN COMMISSION

TO: Plan and Design Commission (“**Commission**”)
FROM: Community Development Department
DATE: For the Sept. 1, 2026 Commission Meeting
RE: **Public Hearing #ZTA-2026-00004 to revise, strike, or create definitions, land use permissions, and regulations for the B2-RW: Roger Williams Commercial District Overlay Zone related to “Cellular Telephone Facilities without Towers for Use with Radio and/or Other Transmitting and Receiving Equipment, Including Cellular Telephone and Personal Wireless Communications Facilities — Including Antennas to a Maximum Height of 12 Feet without Towers but Excluding Satellite Dishes”.**

Recommendation.

Staff recommend the Commission consider a Zoning Code Text Amendment to allow the following land use as a conditional use within the B2-RW Overlay Zoning District (“**Wireless Comm. Facilities**”).

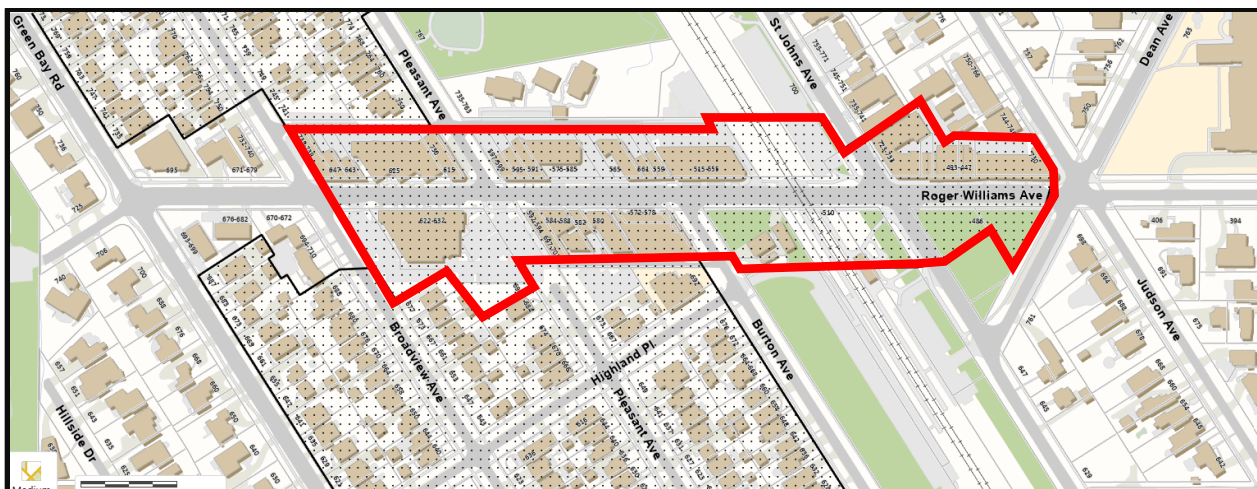
“Cellular Telephone Facilities without Towers for Use with Radio and/or Other Transmitting and Receiving Equipment, Including Cellular Telephone and Personal Wireless Communications Facilities — Including Antennas to a Maximum Height of 12 Feet without Towers but Excluding Satellite Dishes”

Commission Consideration.

These facilities are those without towers and are usually antennas and related equipment boxes that go on the rooftops of buildings, on chimneys, on water towers, etc. They can be required to use colors to blend into the environment and use visual screening as part of Design Review when appropriate.

The Commission should open the public hearing, consider staff’s proposal, take testimony, and make a recommendation to the City Council. Corporation Counsel has drafted an Ordinance for recommendation, attached as **Attachment 1**. Staff has prepared findings of fact recommending approval, attached as **Attachment 2**.

The proposal is for the B2-RW boundary, depicted in red. The proposed changes will allow cell facilities in the B2-RW overlay zone by Special Use Permit consideration.



Background.

The City created the B2-RW by O49-95, on June 12, 1995. The purpose of the B2-RW was to implement the Ravinia District Master Plan¹. When the B2-RW was created the land use “Cellular Telephone Facilities Without Towers” was prohibited in the B2-RW. Every use within the Communication and Private Utility Uses land use table (Table O) was also prohibited in the B2-RW at this time; though, this land use was allowed, as either Permitted or Conditional, in every other zoning district within the City. Staff have reviewed the minutes and available materials from the meetings for this consideration, and found the following regarding the uses allowed in the B2-RW Overlay District.

- The May 22, 1995 City Council staff report stated that, “In addition to the creation of the overlay district, the text amendment proposed to remove uses that were inconsistent with the desired retail nature of the B2 zoning district from the Table of Permitted and Conditional Uses of the Zoning Ordinance.” The focus of the B2-RW was to promote clustering of retail uses, pedestrian traffic, and increase residential density. Staff surmise that there may also have been concerns about the aesthetic impacts of Wireless Comm. Facilities on the Ravinia District.

Currently, Wireless Comm Facilities land use is allowed in all zoning districts as a Conditional land use, except the B2-RW, per [Sec. 150.490](#).

There is ongoing concern that cell phone coverage in the Ravinia area is not adequate, which can affect both public and emergency communications

Allowing this land use as a conditional use would allow cell phone service providers to apply to install cell phone facilities, to improve cell phone coverage in the area. The City proposes this land use be allowed as a Conditional Use in the B2-RW, meaning that installation of a new facility will require a Special Use Permit. A Special Use Permit requires a public hearing before the Plan and Design Commission and all property owners owning property within 400 feet of the proposed site receive advanced mailed notice.

This text amendment is not for a particular site; rather it allows owners of property zoned B2-RW to apply for a Special Use Permit to install a Wireless Comm Facilities. Special Use Permit considerations require a public hearing at the Plan and Design Commission, and approval by City Council.

Public Testimony & Comment.

None received as of Tuesday, August 25 (5 pm). Although not required, notice went out to B2-RW property owners, property owners within 400’ of the B2-RW, and an email with notice to the Ravinia Business District business owners.

Proposed Zoning Code Text Amendment.

Attachment 1 is the proposed zoning code text amendment in full. The Ordinance accomplishes the following:

- In Sec. 150.490(O) revise the use table by adding a “C” under the B2-RW column for “Cellular Telephone Facilities without Towers for Use with Radio and/or Other Transmitting and Receiving Equipment, Including Cellular Telephone and Personal Wireless Communications Facilities — Including Antennas to a Maximum Height of 12 Feet without Towers but Excluding Satellite Dishes”.

¹ The Ravinia District Master Plan can be accessed at [this City website](#).

(O) COMMUNICATIONS AND PUBLIC UTILITY USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1A	B2	B2 RW	B3	B4- 4	B4- 5	B4- 6	B4- BG	B5	I	PA			
C	C	C	C	C	C	C	C	C	C	C	Cellular Telephone Facilities without Towers for Use with Radio and/or Other Transmitting and Receiving Equipment, Including Cellular Telephone and Personal Wireless Communications Facilities — Including Antennas to a Maximum Height of 12 Feet without Towers but Excluding Satellite Dishes	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C

City of Highland Park

Ordinance No. _____

An Ordinance Amending the “City of Highland Park Zoning Ordinance of 1997,” as Amended, Regarding Cellular Telephone Facilities without Towers for Use with Radio and/or Other Transmitting and Receiving Equipment, Including Cellular Telephone and Personal Wireless Communications Facilities — Including Antennas to a Maximum Height of 12 Feet without Towers but Excluding Satellite Dishes

WHEREAS, Article IV of the “City of Highland Park Zoning Ordinance of 1997,” as amended (**“Zoning Code”**), sets forth regulations for permitted and conditional uses within each zoning district of the City; and

WHEREAS, the City Council desires to amend the Zoning Code to allow Cellular Telephone Facilities without Towers for Use with Radio and/or Other Transmitting and Receiving Equipment, Including Cellular Telephone and Personal Wireless Communications Facilities — Including Antennas to a Maximum Height of 12 Feet without Towers but Excluding Satellite Dishes as a conditional use in the B2-RW Roger Williams Commercial District Overlay Zone (**“Proposed Amendment”**); and

WHEREAS, a public hearing by the City Plan and Design Commission (**“PDC”**) to consider the Proposed Amendment to the Zoning Code was duly advertised in the Lake County News-Sun on August 17, 2026, and held on September 1, 2026; and

WHEREAS, on September 1, 2026, the PDC adopted Findings of Fact, Public Hearing No. ZTA-2026-00004, recommending to the City Council approval of the Proposed Amendment, in accordance with and pursuant to Section 150.1506 of the Zoning Code; and

WHEREAS, the City Council has considered the Proposed Amendment and the recommendation of the PDC, and has determined that adoption of the Proposed Amendment, as set forth in this Ordinance, will serve and be in the best interest of the City and its residents;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS, as follows:

SECTION ONE: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Ordinance as findings of the City Council.

SECTION TWO: TABLE OF ALLOWABLE USES. The “Table of Allowable Uses,” set forth in Article IV, titled “Regulations for Permitted and Conditional Land Uses,” of the Zoning Code is hereby amended as set forth in **Exhibit A** to this Ordinance.

SECTION THREE: PUBLICATION. The City Clerk is hereby directed to publish this Ordinance in pamphlet form pursuant to the Statutes of the State of Illinois.

SECTION FOUR: EFFECTIVE DATE. This Ordinance will be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

[SIGNATURES ON FOLLOWING PAGE]

Additions are bold and double underlined; deletions are struck through.

AYES:

NAYS:

ABSENT:

PASSED

APPROVED:

PUBLISHED IN PAMPHLET FORM:

ORDINANCE NO.:

Nancy R. Roterling, Mayor

ATTEST:

Ghida S. Neukirch, City Clerk

Additions are bold and double underlined; ~~deletions are struck through.~~

EXHIBIT A

"TABLE OF ALLOWABLE USES"

			(O) COMMUNICATIONS AND PUBLIC UTILITY USES																						
R1	R2	R3	R4	R5	R6	R7	RM1	RM1A	RM2	RO	P = Permitted Uses C = Conditional Uses	HC	B1	B1A	B2	B2- RW	B3	B4- 4	B4- 5	B4- 6	B4- BG	B5	I	PA	CDRO

* * *

C	C	C	C	C	C	C	C	C	C	C	Cellular Telephone Facilities without Towers for Use with Radio and/or Other Transmitting and Receiving Equipment, Including Cellular Telephone and Personal Wireless Communications Facilities — Including Antennas to a Maximum Height of 12 Feet without Towers but Excluding Satellite Dishes	C	C	C	C	<u>C</u>	C	C	C	C	C	C	C	C	C
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Additions are bold and double underlined; deletions are struck through.

			(Omitted text is unaffected by this ordinance)”
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* * *

DRAFT

Additions are bold and double underlined; deletions are struck through.

Findings of Fact

Public Hearing #ZTA-2026-00004 to revise, strike, or create definitions, land use permissions, and regulations for the B2-RW: Roger Williams Commercial District Overlay Zone related to “Cellular Telephone Facilities without Towers for Use with Radio and/or Other Transmitting and Receiving Equipment, Including Cellular Telephone and Personal Wireless Communications Facilities — Including Antennas to a Maximum Height of 12 Feet without Towers but Excluding Satellite Dishes”.

Sec. 150.1505. Standards.

Pursuant to Section 150.1505(B) of the “City of Highland Park Zoning Ordinance of 1997,” as amended (“**Zoning Code**”), the Highland Park Plan & Design Commission (“**Plan and Design Commission**”) or the Highland Park City Council, as the case may be, shall not recommend an amendment to the Zoning Code, unless it shall make findings of fact based upon evidence presented at the hearing with respect to the following:

(1) Zoning Code. Proposed amendments are consistent with the intent and general regulations of Chapter 150 of the Zoning Code.

Finding: The Plan & Design Commission finds that the proposed text amendment to the Zoning Code (“**Proposed Amendment**”) is consistent with the objectives set forth in Section 150.101(B) of the Zoning Code. The Proposed Amendment is consistent and in harmony with the objectives of [Sections 150.101](#)(B)(1), (3), and (6) of the Zoning Code.

The Commission finds that cell phone and related facilities are necessary for public and emergency use, and allowing the use as a conditional use balances that necessity with the concerns of the neighborhood.

(2) Master Plan. Proposed amendments are consistent with the intent and actual text and drawings of the Master Plan.

Finding: The Plan & Design Commission finds that the Proposed Amendment is consistent with policies set forth in the Ravinia District Strategic Plan¹. The Proposed Amendment is not counter to any of the policies in this Plan and will expand service in this area.

(3) Type of Change. Proposed amendments correct an error or omission, clarifies existing requirements or reflects a change in policy.

Finding: The Plan & Design Commission finds that the Proposed Amendment reflects a clarification and change in policy. The Proposed Amendment clarifies and changes the City’s regulations for the B2-RW, to allow these facilities.

(4) Implementation. Proposed amendments provide a more workable way to achieve the intent and purpose of the Zoning Code and the Master Plan;

Finding: The Plan & Design Commission finds that the Proposed Amendment will further the intent and purpose of Chapter 150 of the Zoning Code and the Master Plan by this amendment and related regulations.

(5) Persons Benefited. Proposed amendments benefit the whole City, not just the petitioner, property owners(s), neighbors of any property under consideration, or other special interest groups.

¹ The Plan is available online at:

[https://cms6.revize.com/revize/highlandpark/Documents/Development/City%20of%20Highland%20Park%20Master%20Plan/RaviniaStrategicPlan%20\(Complete\).pdf?t=202509261200540](https://cms6.revize.com/revize/highlandpark/Documents/Development/City%20of%20Highland%20Park%20Master%20Plan/RaviniaStrategicPlan%20(Complete).pdf?t=202509261200540)

Finding: The Plan & Design Commission finds that the Proposed Amendment benefits not only the B2-RW but the neighborhood and City as a whole, by expanding service for property owners, neighbors, tenants, visitors, and emergency service personnel.

(6) Development Trend. The trend of development, if any, for the general area of the subject property, including changes, if any, which have taken place in its present zoning classification.

Finding: The Commission finds that since the B2-RW was adopted in 1995, technology for these types of facilities has changed. Facilities can be smaller and be better concealed or blended into the neighborhood.

(7) Zoning. The zoning classification of a property within the general area of the subject property is considered; and

Finding: The Plan & Design Commission has considered this standard and finds all other zoning districts within the City allow this use.

(8) Public Facilities. Adequate public facilities exist or are capable of existing prior to the development permitted through the adoption of the amendment.

Finding: The Plan & Design Commission finds that adequate public facilities exist to support these facilities in the B2-RW and furthermore, to the extent these facilities are used as public facilities, they will now be allowed in the B2-RW, expanding service to all who use it.