

Agenda Item 3

Elawa Farm 1401 Middlefork Drive Amendment to Special Use Permit

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STAFF REPORT AND RECOMMENDATION

TO:	Chairman Sieman and members of the Zoning Board of Appeals
DATE:	May 9, 2022
FROM:	Catherine Czerniak, Director of Community Development
SUBJECT:	Elawa Farm – Amendment to Special Use Permit

Property Owner

The City of Lake Forest
220 E. Deerpath
Lake Forest, IL 60045

Property Location

1401 Middlefork Drive

Zoning District

R-4 - Single Family Residence
District

Owner: City of Lake Forest

Tenant Representatives: Elawa Farm Foundation

Laura Calvert, Executive Director

Summary of the Request

This is a request for consideration of limited amendments to the Elawa Farm Special Use Permit. The Elawa Farm Master Plan is an exhibit to the Special Use Permit. Elawa Farm operates under a Special Use Permit because it is a non-residential located on residentially zoned property.

Plans by the Elawa Farm Foundation to add improvements to one section of the Garden to create an “Enabling Garden” triggered this request. To create an Enabling Garden, the Elawa Farm Foundation proposed to construct improvements in one section of the Garden to facilitate access to garden based experiences and education for people with limited mobility.

This discussion provides the opportunity for consideration of two additional amendments to the conditions of the Special Use Permit that have been under discussion for some time. The proposed amendments would:

- 1) Permit the chicken coop in the southern portion of the Garden as an ongoing use. (Currently, the chicken coop was authorized by the 2019 approvals as a pilot program.
- 2) Refine the language relating to amplified sound for events wholly within the Hay Barn.

Given the level of interest in Elawa Farm by residents in the Middlefork Farm Subdivision, the various users of Elawa Farm, the Elawa Farm Foundation, and the larger community, information is presented for public comment and Board

discussion and direction at this time. It is anticipated that action on this request will be scheduled for the beginning of the **May 23rd Zoning Board of Appeals meeting**.

Background

The Special Use Permit, with the Master Plan attached as an exhibit, was substantially amended in March 2019. The experiences and lessons learned since approval of the original Special Use Permit in 2010 resulted in a lengthy period of study and public meetings ultimately leading to the 2019 approvals. The 2019 Special Use Permit regulates the use of Elawa Farm today and is included in the Board's packet.

A key focus of the 2019 amendments to the Special Use Permit was to limit the number and size of private rental events, especially weddings or similar events held in the evening house. The direction of the 2019 approvals encouraged activities that align with the vision for Elawa Farm.

In part, the Vision Statement for the Elawa Farm Master Plan states:

Elawa Farm is open to the public, a place for community members to experience, study and explore an historic Gentleman's Farm and Garden and an accredited nature center, the Wildlife Discovery Center, in the context of unique surroundings; an established single family neighborhood, preserved open lands and the Middlefork Savanna, a sensitive and significant natural area.

- *Elawa Farm is a community resource where stewardship of the environment and history of the site are achieved through education, preservation, restoration and conservation.*

The full context of the Vision Statement is included in the 2019 Special Use Permit, Exhibit B.

Elawa Farm is owned by the City of Lake Forest. In 1998, as a result of a partnership between the Carroll Family, Lake County Forest Preserves District, Lake Forest Open Lands Association, the developer and the City of Lake Forest; Elawa, a Gentleman's Farm, was preserved as a community resource. The original 200-acre parcel was subdivided into 72 single family residential lots consistent with the density permitted by the underlying zoning. And, by using a conservation subdivision approach; wetlands, an oak savannah, prairie and many of the structures and the garden from the historic Gentleman's Farm were preserved.

Today, portions of the original 200 acres are owned by the Lake County Forest Preserves District, Lake Forest Open Lands Association and the City. The City ownership includes a neighborhood park which is under the purview of the City's Park and Recreation Department, a site north of the park that is reserved for a public elementary school if one is ever needed in this area, and Elawa Farm. Importantly, only Elawa Farm is governed by the Master Plan and Special Use Permit.

There is interplay between the various parcels and ownerships in the area including the adjacent single family residential neighborhood, the Middlefork Farm Subdivision. There is a collective impact from the activities that occur at Elawa Farm, Elawa Park, on the Forest Preserves land and in the Lake Forest Open Lands areas. This unique blend of resources brings with it some demands ranging from parking and traffic to finding a workable balance of overall activities. The adjacent residential neighborhood certainly benefits from proximity to extraordinary natural and historic resources, but is also impacted by traffic, frequency of use, noise and overall activity levels. As with all special uses, the Board is faced with balancing community benefits with off-site impacts and with balancing various interests.

The Elawa Farm Foundation, a not for profit organization, is a tenant of the Farm and as such, pays rent and is responsible for maintenance and ongoing care of designated spaces within the farm buildings and the Garden. The City is responsible for the overall care and long term preservation of the overall site. The Wildlife Discovery Center, a program of the City's Parks and Recreation Department, is located at Elawa Farm.

Staff Analysis

❖ Why is an Amendment Required for the Enabling Garden?

The Elawa Farm Foundation's plan to create an Enabling Garden in one section of the larger Garden triggers an amendment to the 2019 Special Use Permit and the associated Master Plan because of certain provisions in those documents. Those provisions are noted in part below. (As noted above, the 2019 Special Use Permit, with the Master Plan attached as an exhibit, is the controlling document for Elawa Farm currently and is included in the Board's packet.)

Page 2 of Exhibit B to the Special Use Permit, the Master Plan – Entrance Corridor states:

"The Entrance Corridor is the open area located along Middlefork Drive, adjacent to the parkway along the public street. The Corridor is part of the visual approach to Elawa Farm.

- *Low native plantings are appropriate for this area.*

- *The Entrance Corridor is intended to remain free of solid landscaping and sight obstructing fences to provide an open space buffer between the working Garden and the residential neighborhood.*
- *Views across the Garden, from Middlefork Farm Drive, should be preserved.*

Page 2 of Exhibit B to the Special Use Permit, the Master Plan – Garden states:

“The garden plantings and protective garden barriers are intended to allow for views into the Garden and views of the buildings and prairie beyond while at the same time discouraging natural predators.”

Vegetative screening and an open pergola are proposed which together may, to some extent, limit views from certain points, into the Garden. Given the low profile of the proposed plantings and the pergola, and the change in grade from the road, the proposed improvements are not expected to obstruct views of the buildings or the prairie beyond.

Page 5 of Exhibit B to the Special Use Permit, the Master Plan – Opportunity Areas states:

*“As uses evolve at Elawa Farm, this Master Plan recognizes the possible need for limited future additional structures on the site. New structures are only permitted in areas as designated in this Master Plan. **Prior to new structures at any other locations, amendments to this Plan will need to be considered through a public process.**”*

The Master Plan identifies the southern portion of the Garden for new structures. The area where the pergola in the Enabling Garden is proposed is not currently identified in the Master Plan for structures. An open pergola is proposed and is considered a structure.

❖ *Overview of the Proposed Enabling Garden in the Context of Current Approvals*

The proposed Enabling Garden is in the northeast portion of the larger Garden. Proposed improvements include raised bed garden beds, an open pergola to offer a small area of shade, accessible pathways, two stationary benches and an entrance gate. The pergola is proposed at nine feet tall. All these elements are typical garden features.

Modification of the surface of the central pathway through the Garden is also proposed. The grass will be replaced with an ADA compliant surface as described in the petitioner's statement. A separate, new ADA compliant pathway was originally proposed through the grassy area to the north of the

overall Garden to provide access directly to the Enabling Garden. In response to concerns raised by some neighboring residents, and to respect the historic footprint of the Garden, the concept of a separate path was eliminated from the plan.

The Enabling Garden, as described by the Elawa Farm Foundation, is not intended to add or expand the type or number of activities that currently occur in the Garden. Instead, the improvements are intended to offer limited amenities, as noted above: raised gardening beds, shade, accessible paths and limited seating all to benefit participants in the types of classes, programs and tours that are currently offered by the Elawa Farm Foundation. These groups currently visit the Garden for lectures, enjoyment and hands on experience as one part of the larger scope of their activities. The Enabling Garden is not intended as a primary location for classes, programs or tours, but as a pass through area. The primary use areas for classes, programs and tours are in the farm buildings or in the courtyard. The petitioner's statement provides detailed information about classes, programs and tours, the types, the frequency and the number of participants.

Concerns have been raised about whether the proposed improvements will attract other users or lead to an increase in overall activity in the Garden and Elawa Farm overall. This is an ongoing concern that is heard by staff. Conditions around the use of the Enabling Garden are suggested later in this staff report in response to this concern.

In reviewing the 2019 Master Plan, staff offers the following:

- The proposed Enabling Garden and the activities that would occur within that portion of the Garden are consistent with the permitted Daily Use Activities. (Pages 2 and 3 of the Special Use Permit)
- The Enabling Garden will be for daytime use only. (page 4 of the Special Use Permit)
- The Enabling Garden will support only passive, educational activities. (page 1 of Exhibit B to the Special Use Permit)
- The Enabling Garden enhances opportunities for those with limited mobility to learn about and participate in activities related to gardening. (page 1 of Exhibit B to the Special Use Permit)
- The Enabling Garden will be used for passive activities, as one part of a class, program or tour. (page 1 of Exhibit B to the Special Use Permit)
- Use of the Enabling Garden will respect the limited capacity of Elawa Farm and the area overall. Both the frequency of use of the Enabling Garden and the number of people permitted in the space at one time are restricted by the recommended conditions of use.

- Private funding has been secured for the structures and improvements proposed in the Enabling Garden. (page 1 of Exhibit B to the Special Use Permit)
- The proposed improvements are being reviewed through the appropriate processes to verify consistency with the overall character of the site. (page 3 of Exhibit B to the Special Use Permit)
- No events will be held in the Enabling Garden.
- The Enabling Garden is intended to enhance existing program and is not anticipated to drive additional traffic or create additional parking demand. (page 5 of Exhibit B to the Special Use Permit)

Enabling Garden - Proposed New Conditions:

Enabling Garden. One section of the Garden may be improved with garden elements that increase the accessibility for people with various abilities. The location of the Enabling Garden and improvements shall be consistent with the attached exhibit.

- a. The Enabling Garden, like the overall Garden, is available as a short term, secondary gathering space, for classes, programs and tours held by the Elawa Farm Foundation and primarily conducted in the farm buildings or in the courtyard.
- b. The Enabling Garden is not intended as primary classroom space or an arrival or departure space for classes, programs and tours.
- c. No private rental events are permitted in the Enabling Garden permitted to be used by available for use.
- d. To delineate this area of the Garden and to discourage use not associated with classes, programs and tours offered by the Elawa Farm Foundation, access from the main path shall be gated and no permanent seating except the two benches reflected on the attached exhibit is permitted.
- e. No tents or canopies are permitted in the Enabling Garden.
- f. No parking for activity or maintenance within the Enabling Garden is permitted on Middlefork Farm Drive.
- g. Use of the Enabling Garden is not permitted after dusk.
- h. No sound amplifying devices may be used in the Garden overall.
- i. The capacity of the Enabling Garden shall not exceed 25 at any time.

❖ *Chicken Coop*

The 2019 approvals authorized a pilot program for a chicken coop along the south edge of the Garden. Due to the pandemic, the pilot program was extended. The chicken coop remains today. To staff's knowledge, there have been no issues with the chicken coop. No complaints were received by the City since the chicken coop was installed. The Elawa Farm Foundation requests that the chicken coop be authorized by the Special Use Permit on an ongoing basis.

The Foundation has advised staff that there are no intentions to host a petting zoo or other farm animal demonstrations at the Farm.

Modifications to the current condition relating to farm animals is offered below for Board consideration. Deleted language is shown in strikeout text, proposed language is highlighted in red.

6. Farm Animals: Farm animals, defined as animals typically found on a farm in the Midwest, are permitted on the site on a limited basis only in the overlay area designated in the Master Plan, the southern portion of the Garden.
 - i. ~~Farm animals, for events such as a petting zoo or other demonstrations, are permitted at Elawa Farm up to 5 days a year.~~
 - ii. No farm animals may be kept on the site overnight with the following exceptions:
 - a. ~~An incubator, housed in the farm buildings, for an “egg to chicken” demonstration is permitted.~~
 - b. A pilot program is authorized from May 1, 2019 through October 1, 2019 ~~allowing~~ Up to 10 **12** adult hens to **may** be kept on the site wholly within the overlay area designated in the Master Plan, the southern portion of the Garden. The chickens must be secured in a temporary pen/chicken coop. ~~which must be removed at the end of the pilot program. At the conclusion of the pilot program, establishing the program on a permanent basis may only be considered through further amendment to this Special Use Permit.~~

Any and all required licenses, permits or approvals related to farm animals must be obtained from outside agencies to meet all applicable health and life safety requirements **on an ongoing basis.** ~~and must be submitted to the Coordinator a minimum of 30 days prior to bringing animals on the site.~~

❖ *Amplified Sound*

A clarification is requested to recognize that the sound system in the Hay Barn existing may be used for events inside the space, with no further amplification. The sound system is pre-set by the Foundation staff to limit the sound levels.

Modifications to the current condition relating to amplification is offered below for Board consideration. Deleted language is shown in strikeout text, proposed language is highlighted in red.

9. Requirements for all Events: The following minimum requirements shall be met for all Events:

- c. Amplified Events. Amplified Events are defined as any Event at which electronic means are used to increase or enhance sound inclusive of music and voices. Six (6) amplified Events, inclusive of daytime and evening Events, are permitted annually. No more than two (2) amplified Events are permitted within any 30-day period and amplified Events are not permitted on consecutive evenings. Amplification is permitted only in the Private Rental Event Area located west of the Wagon Shed and in the Hay Barn. *Exception:* Events held in the Hay Barn are permitted to use the installed sound system at preset levels which must be set to minimize audible sound outside. ~~within the farm buildings, with doors closed, are permitted to use amplification only for individuals speaking to groups and these Events will not be counted toward the six (6) permitted amplified Events.~~

Public Comment

As noted in the application materials submitted by the Elawa Farm Foundation, the Foundation has offered information about the proposed Enabling Garden in various formats over the past several months.

Public notice of this petition was provided by the City in accordance with applicable requirements. Notice was mailed by the Community Development Department to surrounding properties and the required notice was published in the local newspaper. The agenda for this meeting was posted at five public locations and was posted on the City's website. Written information, letters and e-mails received from interested parties are included in the Board's packet.

Staff Recommendation

1. Provide comment and direction to staff on the proposed amendments detailed above.
2. Direct staff to draft findings consistent with the direction of the Board's discussion.
3. Approve a motion continuing the public hearing and consideration of the petition to May 23, 2022. (A final staff report and recommendation will be available on the City's website at least seven (7) days prior to the meeting.

Area of Request
Elawa Farm



Area of Request
Elawa Farm

PROPOSED GARDEN IMPROVEMENTS

CHICKEN COOP



THE CITY OF LAKE FOREST
ORDINANCE NO. 2019-16

Amending a Special Use Permit Authorizing the Continued Use of Elawa Farm, a City Owned Property Located at 1401 Middlefork Drive, as a Community Facility in the R-5, Single Family Residence District

WHEREAS, The City of Lake Forest (the "Owner"), owns Elawa Farm, a community facility located at 1401 Middlefork Drive and legally described in Exhibit A attached hereto and made a part hereof and;

WHEREAS, the Owner submitted a request, in accordance with Section 159.045, Special Uses, of the Lake Forest Zoning Code, for review and reconsideration of the Special Use Permit and the Master Plan in the context of how the use of Elawa Farm has evolved since the approval of the original Special Use Permit, the existing tenants and the surrounding uses; and

WHEREAS, in 1998, through an extraordinary partnership between the property owner, Lake Forest Open Lands Association, the Lake County Forest Preserves District, the developer, and the City; 200 acres of property were planned and developed as Middlefork Farm, a unique combination of single family homes, preserved open space and adaptive reuse of an historic complex of buildings; and

WHEREAS, as part of the Middlefork Farm development, the City acquired 16 acres of land including the historic Gentleman's Farm building complex now known as Elawa Farm; and

WHEREAS, in 2006, a Special Use Permit was granted authorizing the operation of the Elawa Farm Garden Market; and

WHEREAS, in 2009, the City facilitated the development of the first Master Plan for Elawa Farm by bringing together a group of stakeholders to envision what Elawa Farm could be in the future; and

WHEREAS, in 2010, the Owner submitted a petition for a Special Use Permit to authorize the operation of Elawa Farm as a community facility intended generally for passive educational and recreational activities including, but not limited to classes, programs, gardening, field trips, tours, events and public use in the R-5 residential zoning district and;

WHEREAS, the City Council adopted Ordinance 2010-11 authorizing the use of Elawa Farm as a community facility subject to conditions and approving the Master Plan as an exhibit to the Ordinance; and

WHEREAS, through the commitment, hard work and generosity of many, Elawa Farm was restored and today, is a community resource as envisioned at the time of the approval of the Middlefork Farm development; and

WHEREAS, the Zoning Board of Appeals of The City of Lake Forest held public hearings on this matter over the course of seven meetings, from September, 2017 through October, 2018, and after extensive study, public input and deliberation, voted to recommend approval of an amended Special Use Permit incorporating revised conditions and the updated Master Plan attached hereto and made a part hereof as Exhibit B and submitted to the City Council a report of its findings, a copy of which is attached hereto and made a part hereof as Exhibit C and;

WHEREAS, the City Council concurs with the findings of the Zoning Board of Appeals.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST, ILLINOIS:

SECTION 1. Recitals: The foregoing recitals are incorporated into this Ordinance as if fully set forth.

SECTION 2. Approval: An amended Special Use Permit is hereby granted, superseding the Special Use Permit granted by Ordinance 2010-11 and incorporating the conditions of approval as detailed in this Section and adopting an updated Master Plan as Exhibit C to the Special Use Permit.

Daily Use Activities

1. Definition: Uses at Elawa Farm shall be consistent with the vision stated in the Updated Master Plan adopted as an exhibit to the Amended Special Use Permit. As described in the Master Plan, "Daily Use Activities" are those activities offered and managed by the tenants at Elawa Farm (at the time of this adoption, the Elawa Farm Foundation and the City of Lake Forest Wildlife Discovery Center) to provide opportunities in the fields of environmental and wildlife education, gardening, conservation, environmental restoration, architecture, history, gentlemen farming, preservation, local culture, and passive recreation experiences. (Note: It is acknowledged that if tenants at Elawa Farm change, this Special Use Permit and the Master Plan will be reviewed and further amended as necessary.)

Daily Use Activities at Elawa Farm include classes, programs, demonstrations, workshops, tours, field trips and lectures. Unscheduled drop-in visits by members of the public and normal tasks associated with caring for and maintaining the Garden and the Wildlife Discovery Center are also considered Daily Use Activities.

2. Public Use: Elawa Farm is primarily intended for public use by Lake Forest residents. The outdoor grounds of Elawa Farm, the Garden and the Natural Area are generally accessible to the public from dawn to dusk.
3. Tenant Use: The Elawa Farm facilities, farm buildings and courtyards, are available for tenant sponsored Daily Use Activities as described in condition #1, seven days a week, until 9:30 p.m. subject to prior scheduling and approval by the Coordinator (see condition #9).
4. Field Trips: Prearranged visits to Elawa Farm, offered as part of the curriculum for elementary, middle and high school students during the school year, are considered Daily Use Activities and are permitted up to 16 times per year, during the months of September, October, early November, April and May, with no more than two field trips occurring per week.
5. Parking: All staff, volunteer, contractor, participant, guest and visitor parking for Elawa Farm for Daily Use Activities shall be in the on-site parking lot, or off site, not on the residential streets in the Middlefork Farm Subdivision except for limited events which are open to the general public subject to approval by the Coordinator.
6. Farm Animals: Farm animals, defined as animals typically found on a farm in the Midwest, are permitted on the site on a limited basis only in the overlay area designated in the Master Plan, the southern portion of the Garden.
 - i. Farm animals, for events such as a petting zoo or other demonstrations, are permitted at Elawa Farm up to 5 days per year.
 - ii. No farm animals may be kept on the site overnight with the following exceptions:
 - a. An incubator, housed in the farm buildings, for an "egg to chicken" demonstration is permitted.
 - b. A pilot program is authorized from May 1, 2019 through October 1, 2019 allowing up to 10 adult hens to be kept on site, wholly within the overlay area designated in the Master Plan, the southern portion of the Garden. The chickens must be secured in a temporary pen/chicken coop which must be removed at the end of the pilot program. At the conclusion of the pilot program, establishing the program on a permanent basis may only be considered through further amendment to this Special Use Permit.

Any and all required licenses, permits or approvals related to farm animals must be obtained from outside agencies to meet all applicable health and life safety requirements and must be submitted to the Coordinator a minimum of 30 days prior to bringing animals on to the site.

Events

7. Definition: "Events" are activities other than Daily Use Activities and fall into two categories: 1) Events sponsored by the Elawa Farm tenants and open to the

public free of charge, by donation or through purchase of a ticket; and 2) Private Rental Events hosted by private individuals or companies, not hosted by Elawa Farm tenants and not open to the public. Both types of events are intended to produce revenues to support the ongoing maintenance of the Elawa Farm facilities and the tenants.

8. Priority: Priority for reserving space shall be given to Elawa Farm tenants for Daily Use Activities and Events.
9. Requirements for all Events: The following minimum requirements shall be met for all Events:
 - a. Site Capacity. No Event shall exceed 200 people cumulatively on the site at one time due to site capacity limitations, public safety concerns and impact on the surrounding area.
 - b. Day time Events. Day time Events are encouraged to minimize the need for evening Private Rental Events.
 - c. Evening Events. No more than 12 non-amplified Events extending past 6:00 p.m. are permitted annually.
 - d. Amplified Events. Amplified Events are defined as any Event at which electronic means are used to increase or enhance sound inclusive of music and voices. Six (6) amplified Events, inclusive of day time and evening Events, are permitted annually. No more than two (2) amplified Events are permitted within any 30-day period and amplified Events are not permitted on consecutive evenings. Amplification is permitted only in the Private Rental Event Area located west of the Wagon Shed and in the Hay Barn. *Exception:* Events held within the farm buildings, with doors closed, are permitted to use amplification only for individuals speaking to groups and these Events will not be counted toward the six (6) permitted amplified Events.
 - e. End Time. Events shall end no later than 11 p.m. on Friday and Saturday evenings and 10 p.m. on other days of the week.
 - f. Alcohol. The service of alcohol shall end 30 minutes prior to the scheduled end of the event.
 - g. Shuttle Service. For all events with planned attendance of 75 people or more, off-site parking and shuttle service must be provided and event attendees shall be required to use the shuttle service. Shuttle service shall end no later than 45 minutes after the Event and in no case, later than 11:45 on Friday and Saturday and 10:45 on other days of the week. Shuttle vehicles shall avoid the use of flashing lights and shall drop-off and pick-up passengers in an area located away from the neighboring homes.
 - h. Parking. Valet parking and parking on residential streets for any purpose related to Evening Events is prohibited.
 - i. Tents. Tents shall be located only in the areas designated in the Master Plan and must be a minimum of 20 feet away from all farm buildings. The siting and installation of tents shall be subject to inspection by City life safety inspectors.

- j. Canopies. Canopies to provide overhead shelter from the rain and sun, without walls, are permitted in areas as designated in the Master Plan and must be a minimum distance of 10 feet away from all farm buildings. The siting and installation of canopies shall be subject to inspection by City life safety inspectors.
- k. A plan for each Event, including details for deliveries, setup, drop off/pick-up, security and clean-up shall be submitted and will be subject to review and approval by the Coordinator.
- l. No smoking is permitted at Elawa Farm or at Events held at the Elawa Farm facilities in compliance with the City Code and life safety regulations.
- m. Certificates of insurance must be posted when applicable.
- n. A liquor license must be obtained in accordance with applicable regulations.
- o. All applicable fees must be paid and deposits posted.

Garden Market

- 10. The Market shall be managed and operated consistent with this Special Use Permit and the Operating Agreement.
- 11. The Market shall be a not for profit operation with proceeds from the sales used for maintenance, operation, restoration and enhancements at Elawa Farm.
- 12. The Market, including any required setup or take down, is permitted to operate between the hours of 8 a.m. and 6 p.m.
- 13. The majority of items for sale at the Market shall be grown or produced on the site with the exception of limited garden and farm related seasonal items which may be brought on to the site for sale.

General Regulations

- 14. Scheduling Responsibilities: All Daily Use Activities and Events at Elawa Farm shall be scheduled in advance in accordance with established policies and the Operating Agreement. In every case, Daily Use Activities and Events shall be scheduled and approved only after considering **cumulatively**, all uses occurring at and near Elawa Farm, at any particular time. ("Cumulative" is intended to include consideration of, for scheduling purposes, activities or events on adjacent properties; Lake County Forest Preserves, Lake Forest Open Lands, Elawa Park and any special events occurring in the area.)

A schedule of Daily Use Activities and Events shall be maintained in and shall be available on an ongoing basis to all tenants of Elawa Farm, the Middlefork Farm Homeowners' Association, appropriate City staff and if determined to be helpful, to adjacent landowners; the Lake County Forest Preserves District and Lake Forest Open Lands Association. The schedule shall include, but not be limited to, the following: number of participants, hours, location and type of activity or event.

Clear policies and requirements for event management and security shall be established to assure proper monitoring and management of all Events in a manner consistent with the Special Use Permit and other applicable requirements.

15. No activity at Elawa Farm shall obstruct public streets or sidewalks without specific authorization from the City. On the Elawa Farm site, an open route for emergency access must be maintained through the Main Courtyard, in a north/south direction at all times.
16. No overnight use of or activities are permitted at Elawa Farm except for use of the caretaker's cottage in a manner typical for a single family residential house and activities necessary to support care and oversight of the Wildlife Discovery Center animals. *Exception:* Occasional overnight activity on the site is permitted as necessary to support the one year pilot project which allows chickens on the site during the 2019 calendar year.
17. At no time shall the number of people in each of the individual interior spaces at Elawa Farm or the number of people at Elawa Farm in its entirety, exceed the maximum capacity as permitted by Fire Code and as posted in accordance with that Code throughout the facility. The use of tents for specific events shall not allow the maximum overall site capacity, as posted on the site, to be exceeded.
18. Elawa Farm shall not be used as a Polling Place for primary, general or special elections.
19. Any new buildings, alteration of existing buildings and any significant fencing or gates that may be proposed, beyond fences for utilitarian purposes which are in full conformance with the City Code, shall be subject to the review and approval of the Historic Preservation Commission.
20. No permanent outdoor lighting shall be permitted except safety and security lighting which shall be installed in compliance with Code and permitting requirements. Lighting beyond that needed for safety and security shall require review and approval by the Historic Preservation Commission with consideration given to the intensity of lighting and proposed light fixtures to assure that the residential and historic character of the neighborhood and site are preserved. Lights, other than for safety and security purposes shall be turned off after hours. The goal shall be to preserve the "right to night" and adherence to the dark sky initiatives.
21. Signage for Elawa Farm and the various tenants now and in the future shall be consistent with the signage plan approved by the Historic Preservation Commission and as it may be amended in the future.

Other

22. On an annual basis, the tenants of Elawa Farm shall provide a report to the Director of Community Development or designee detailing: the number and frequency of Events, the type of Events, the number of attendees at each Event and any issues, complaints or non-compliance resulting from the Events. The report shall be used as one means to verify ongoing compliance with the conditions of the Special Use Permit.

SECTION 3. Failure to Comply with Conditions. Failure to Comply with Conditions. Upon the failure or refusal of the property owner or petitioner to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, the approvals granted in Section 2 of this Ordinance shall, at the sole discretion of the City Council by ordinance duly adopted, without the need for a public notice or hearing, be revoked and become null and void; provided, however, that no such revocation ordinance shall be considered unless (i) the City has first notified the tenants and (ii) the tenants or owner have failed to cure any violative condition within 30 days (unless such violative condition requires more than 30 days and corrective action has commenced in a timely manner and continuously proceeds without interruption until completion). In the event of revocation, the development and use of the Subject Property shall be governed solely by the regulations of the R-5, Single Family Residential District, as the same may, from time to time, be amended. Further, in the event of such revocation, the City Manager and City Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The petitioner and owner acknowledge that public notices have been given and public hearings have been held with respect to the adoption of this Ordinance, has considered the possibility of the revocation provided for in this Section, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right provided that the terms of this Section are satisfied.

SECTION 4. Amendment to Ordinance. Any amendments to the terms, conditions, or provisions of this Ordinance that may be requested by the petitioner and owner of the property after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in Section 159.45 of the Zoning Code, or by an amendment to the special use permit itself in the manner provided in the Zoning Code and by applicable law.

SECTION 5. Binding Effect. The privileges, obligations, and provisions of each and every Section of this Ordinance are for the sole benefit of, and shall be binding on, the owner, except as otherwise expressly provided in this Ordinance. This ordinance shall be in full force and effect from and after its passage and approval; provided, however, that this Ordinance shall be of no force or effect unless and until owner files with the City its unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference incorporated herein and made a part hereof; provided further that, if owner does not so file its unconditional agreement and consent within 30 days following the passage of this Ordinance, the City Council may, in its discretion and without public notice or hearing, repeal this Ordinance and thereby revoke the special use permit granted in this Ordinance.

Passed this 4th day of March, 2019

Margaret Bonney
City Clerk

Approved this 4th day of March, 2019

W.E. Lansing
Mayor

ATTEST:

Margaret Bonney
City Clerk



EXHIBIT A – LEGAL DESCRIPTION
1401 Middlefork Drive

LOT 76 IN MIDDLEFORK FARM, BEING A SUBDIVISION OF PART OF THE SOUTH HALF OF SECTION 30 AND THE NORTH HALF OF SECTION 31, TOWNSHIP 44NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN AND THE SOUTHEAST QUARTER OF SECTION 25, TOWNSHIP 44 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 1, 1998 AS DOCUMENT 4214648, EXCEPT THAT PART THEREOF DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 76, THENCE SOUTH 24°15'44" WEST 108.17 FEET ALONG THE EASTERLY LINE OF SAID LOT TO THE BEGINNING OF A CURVE CONCAVE TO THE EAST HAVING A RADIUS OF 566.00 FEET; THENCE SOUTHERLY 359.48 FEET ALONG SAID CURVE, CHORD BEARING SOUTH 6°04'02" WEST, CHORD DISTANCE 353.47 FEET; THENCE SOUTH 12°07'42" EAST 20.08 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE NORTHEAST HAVING A RADIUS OF 176.00 FEET; THENCE SOUTHERLY 46.79 FEET ALONG SAID CURVE, CHORD BEARING SOUTH 19°44'40" EAST, CHORD DISTANCE 46.65 FEET; THENCE SOUTH 42°35'02" WEST 70.00 FEET; THENCE NORTH 90°00'00" WEST 200.00 FEET; THENCE NORTH 27°00'00" WEST 90.00 FEET; THENCE NORTH 90°00'00" WEST 230.00 FEET; THENCE NORTH 70°00'00" WEST 50.00 FEET; THENCE SOUTH 80°00'00" WEST 95.00 FEET; THENCE NORTH 30°00'00" WEST 70.00 FEET; THENCE NORTH 20°00'00" EAST 50.00 FEET; THENCE SOUTH 89°00'00" EAST 50.00 FEET; THENCE NORTH 77°00'00" EAST 80.00 FEET; THENCE NORTH 00°00'00" EAST 100.00 FEET TO THE NORTHWESTERLY LINE OF SAID LOT; THENCE NORTH 51°54'35" EAST 420.00 FEET ALONG SAID NORTHWESTERLY LINE; THENCE 89°53'05" EAST 280.00 FEET ALONG THE NORTH LINE OF SAID LOT TO THE POINT OF BEGINNING, IN LAKE COUNTY, ILLINOIS.

ELAWA MASTER PLAN

Vision Statement

Elawa Farm is open to the public, a place for community members to experience, study and explore an historic Gentleman's Farm and Garden and an accredited nature center, the Wildlife Discovery Center, in the context of unique surroundings; an established single family neighborhood, preserved open lands and the Middlefork Savanna, a sensitive and significant natural area.

- Elawa Farm is a community resource where stewardship of the environment and history of the site are achieved through education, preservation, restoration and conservation.
- Elawa Farm is a City of Lake Forest-owned facility that provides opportunities to learn about and participate in activities related to the natural environment, wildlife education, gardening, gentlemen's farming, conservation, environmental restoration, architecture, preservation and the history of Elawa Farm.
- Elawa Farm is primarily intended for passive educational and recreational experiences.
- All aspects of Elawa Farm; daily activities, programming, Events, site amenities, future site improvements and signage respect the limited capacity of the site, the natural and historic setting and the surrounding residential neighborhood.
- Primary financial support for ongoing maintenance of the farm buildings, the Garden and day to day operations at Elawa Farm comes from various programs and classes offered by the tenants (the Elawa Farm Foundation and the Wildlife Discovery Center at the time of adoption of this Master Plan), market sales, revenues generated by limited private rental events and donations.
- Capital improvements; enhancements of existing buildings and the Garden and construction of new buildings and facilities, are intended to be supported through donations, grants or other one-time revenues.
- Any new structures should be considered only if funding is provided to support not only construction; but also ongoing maintenance and operational needs.
- Elawa Farm is intended as a safe haven for plant and wildlife species that live on or pass through the area on a seasonal basis in recognition of the Farm's adjacency to the environmentally significant Middlefork Savannah.

USE AREAS (Exhibit 1)

The Master Plan recognizes six distinct use areas at Elawa Farm. Each area has specific characteristics and is designated for a particular use or uses. Deliberative planning, creative scheduling and close coordination among users is critical to the on-going success of Elawa Farm. Activity levels on the site must be balanced with protecting the surrounding preserved natural areas and habitat, preserving the historic farm buildings, and respecting the adjacent residential neighborhood. Each use area is described below.

Adjacent to, but separate from Elawa Farm, Elawa Park, a City of Lake Forest Neighborhood Park, is located to the north. The northernmost portion of the Park is reserved for a future public school site if

needed. Elawa Park is not governed by this Master Plan but instead, is under the purview of the City's Park, Recreation and Forestry Department.

Entrance Corridor

The Entrance Corridor is the open area located along Middlefork Drive, adjacent to the parkway along the public street. The Corridor is part of the visual approach to Elawa Farm.

- Low native plantings are appropriate for this area.
- The Entrance Corridor is intended to remain free of solid landscaping and sight obstructing fences to provide an open space buffer between the working Garden and the residential neighborhood.
- No structures are permitted in this area.
- Views across the Garden, from Middlefork Farm Drive, should be preserved.
- Parking along Middlefork Drive, along the Entrance Corridor, for users of Elawa Farm is discouraged. No parking is permitted in this area for Events at Elawa Farm as defined in the Special Use Permit, or for maintenance or service vehicles associated with the Farm.

Garden

The Garden is located south of the Entrance Corridor in the expansive space east of the main building. The restoration of the Garden generally follows historic plans from the early 1920's. The restoration efforts and dedication of the Gardeners at Elawa Farm were a driving force behind the successful adaptive reuse and preservation of the buildings and site. The Garden is planted with various fruits, vegetables and flowers which are offered for sale at the Elawa Farm Garden Market seasonally.

- The garden plantings and protective garden barriers are intended to allow for views into the Garden and views of the buildings and prairie beyond, while at the same time discouraging natural predators.
- The root cellar to the northeast of the garden is not intended for public use or access and is intended only for use by authorized personnel directly associated with the garden.
- Organic gardening and lawn maintenance practices are encouraged to further the vision of Elawa Farm.
- Planting and cultivation should be limited only to the Garden with the exception of small residential gardens that may be associated with the Caretaker's Cottage. Other areas of Elawa Farm are intended to remain in a natural state.
- Up to two storage sheds are permitted in Garden, in the area south of the planting beds. The storage sheds shall be low profile and designed and constructed generally consistent with the existing farm buildings.
- Bee-keeping is permitted in the southern portion of the Garden and near the Caretaker's Cottage.
- Farm animals, for demonstration or exhibit purposes, are permitted on a limited basis as further defined in the Special Use Permit in the Garden Overlay area located south of the planting beds, away from neighboring residential homes. No permanent structures for farm animals may be constructed on the site.
- Short duration ceremonies are permitted at the west end of the Garden.

Buildings and Associated Grounds

The historic 1917 farm buildings are centrally located on the site. The buildings and outdoor spaces are intended for community use as well as for classes, programs, demonstrations, field trips, lectures and other activities offered by the Elawa Farm tenants, the Elawa Farm Foundation and the Wildlife Discovery Center. Limited use of Elawa Farm is permitted for private events as authorized by the Special Use Permit. Outdoor courtyards are closely associated with the farm buildings and the activities that occur in the buildings. The courtyards also serve as meeting and gathering areas for groups, program attendees, visitors and those working at the site. The spaces within the buildings are used for programs and classes that support the vision of Elawa Farm.

- Proposed changes to the buildings and grounds are reviewed through the appropriate approval and permitting processes to assure that all changes are consistent with the overall character of the site.
- Interior and exterior furnishings, decorations, detailing, lighting and signage should emulate the historic farm buildings character, materials and scale.
- Displays or structures in the outdoor courtyards are reviewed through the appropriate approval and permitting process.
- Limited exterior lighting is permitted including emergency and safety lighting and shielded, compatible, low voltage ground lighting in the main court yard for safety and security of the site. All proposed lighting must be reviewed through the appropriate review and permitting processes. No lighting is permitted in the Garden.
- The Elawa Farm Garden Market operates in the Wagon Shed and Main Court yard on a seasonal basis.
- The Caretaker's Cottage is part of the historic farm building complex and supports the Wildlife Discovery Center, one of the Elawa Farm tenants, by providing a base for around the clock on-site monitoring which is necessary for this program.
- An unobstructed emergency access route must be maintained through the main courtyard at all times, in a north/south direction, to provide for access to the farm buildings and the Caretaker's Cottage in the event of a medical or fire emergency.
- Public restrooms are located in the Hay Barn and must be accessible from inside and outside during all hours that the facility is open to the public being used for classes or programs. The public restrooms are intended to serve users of Elawa Farm, Elawa Park and the Forest Preserves' trails unless and until an alternate free standing restroom facility is constructed.

Natural Education Area

The Natural Education Area is located west of the farm buildings and is designated for passive nature experiences and education. The area is characterized by a natural landscape, walking trails, an observation deck which serves as an outdoor classroom, outdoor animal displays and views of the Lake County Forest Preserves' Middlefork Savanna. The south half of the Natural Education Area is designated for use by the Wildlife Discovery Center.

- The prairie is a preserved natural area. Passive activities consistent with and supportive of the restoration efforts are permitted in the preserved natural area. No cultivation or planting of non-prairie species are permitted in this area except for residential gardens in the immediate vicinity of the Caretaker's Cottage.
- An interpretive trail is located in this area and leads visitors through the prairie to learn about and experience the plants, animals and natural habitat. Small scale interpretive signage is encouraged in this area. Users are encouraged to stay on designated trails.

- Outdoor animal displays are permitted within the Wildlife Discovery Center Overlay Area only.
- The potential for a future low profile structure in the Overlay area is identified in this Plan for use by the Wildlife Discovery Center only, to provide replacement space for programs, displays and classes in the event that a decision is made in the future, by the City Council, to move Wildlife Discovery activities out of the farm buildings. Any new structure must be consistent with other Sections of this Plan.
- The Caretaker's Cottage, part of the historic farm building complex is included in the Wildlife Discovery Center Overlay to provide the oversight, security, monitoring and protection required for this program.
- Displays, cages and other structures must be reviewed through the appropriate approval and permitting processes.

Event Areas – Primary, Secondary and Limited (Exhibit 2)

Note: Events are defined in the Special Use Permit.

Primary Event Areas

There are two Primary Event Areas. 1) The outdoor area located south of the parking lot and west of the Farm Buildings. This area is designated as the preferred location for outdoor evening Events held by the Elawa Farm tenants, or private individuals or groups, as authorized in the Special Use Permit. Tents are permitted in this area. During the day, at times when Events are not scheduled, this area is intended to be accessible to tenants of Elawa Farm and the public. 2) The interior of the Hay Barn.

- No pathways, structures or plantings, other than around the perimeter, are appropriate for the open area south of the parking lot. Landscaping is appropriate to define, but not limit use of the area.

Secondary Outdoor Event Areas

There are two Secondary Event Areas. 1) The Main Courtyard located between the Hay Barn and the Wagon Shed; and 2) the Paddock. These areas are intended for medium to small outdoor Events.

- An unobstructed emergency access route must be maintained at all times through the center of the Main Courtyard.
- Canopies, only overhead shelter from rain and sun, are permitted in these areas and must be at least 10 feet away from all buildings and clear of the central emergency access route in the Main Courtyard.

Limited Event Area

There is one Limited Event Area located just outside of and east of the Paddock, and west of the Garden.

- Small, short duration ceremonies are permitted in these area.
- No receptions are permitted.
- No tents or canopies are permitted.
- Exception: On an annual basis, one seasonal event hosted by the Elawa Farm Foundation is permitted in the Limited Event Area as authorized in the Special Use Permit and the use of open canopies is permitted in the area for that single event.

Common Area

A parking lot with approximately 80 spaces is located in the Common Area. The parking lot is intended for use by visitors to Elawa Farm, the Lake County Forest Preserves District's trails and Elawa Park consistent with a prior Intergovernmental Agreement. Further expansion of the parking lot is not authorized by the Master Plan in an effort to balance impacts on the residential neighborhood and surrounding natural area with activity levels at Elawa Farm.

- Preservation of the native vegetation is intended in this area. The addition of plant materials to buffer views of the parking lot from the residential neighborhood and adjacent uses is permitted.
- Bicycle parking facilities should be considered in the Common Area.
- Although the bus pull-off is located outside of the Common Area, it is important to note its location on the west side of Middlefork Drive, adjacent to Elawa Park. Buses for school field trips should be directed to drop off and pick up groups at that location. The bus pullout is not intended for parking for users of Elawa Farm. Parking, drop offs or pickups in the bus pull out for Events at Elawa Farm are prohibited.
- Also outside of, but adjacent to, the Common Area, a public restroom is anticipated in the future in Elawa Park, near the parking lot and if constructed, will be available for shared use by visitors to the area including those visiting Elawa Farm.

OPPORTUNITY AREAS

Future Structures

- As the uses evolve at Elawa Farm, this Master Plan recognizes the possible need for limited future additional structures on the site. New structures are only permitted in areas as designated in this Master Plan. Prior to new structures at any other locations, amendments to this Plan will need to be considered through a public process.
- Construction of any new structures should be supported by funding outside of the revenues generated by daily activities or Events on the site. The funding should be in place to support ongoing maintenance and repairs prior to undertaking any new construction on the site.
- The parking demands, additional traffic and potential for increased activity levels resulting from the construction of any new structures, and any new or expanded uses proposed to backfill space in the existing farm buildings that may be vacated as a result of the construction of new structures, should be carefully considered taking into account impacts on the surrounding residential neighborhood and adjacent environmentally sensitive area.

ADDITIONAL CONSIDERATIONS

Fundraising Activities and Other Events

The unique setting of Elawa Farm both attracts and limits overall activity levels on the property. In addition to Daily Use Activities and Events as defined in the Special Use Permit, Elawa Farm, the adjacent neighborhood park the Lake County Forest Preserves District and Lake Forest Open Lands Association properties are intended for daily passive public use. All Daily Use Activities and Events at Elawa Farm must be scheduled in advance through the process established by the City or the City's designee with consideration given to the cumulative activity in the area on any particular day.

- Users of Elawa Farm must respect the site and delicate surrounding environment by staying on the paths and within designated gathering areas.
- Events, as defined in the Special Use Permit, should be directed to the Primary and Secondary Event Areas.

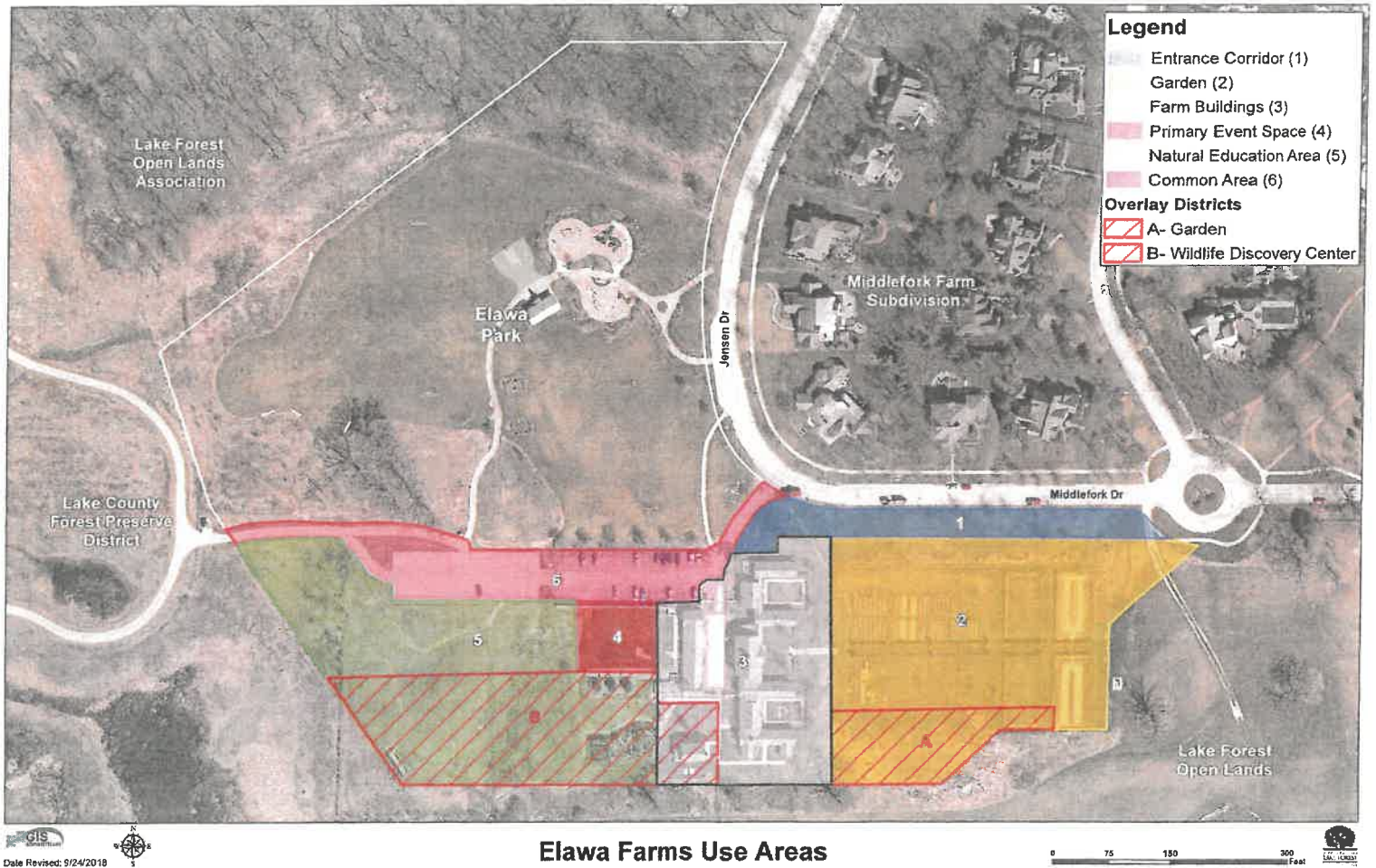
- Daytime Events are preferred over Events after dark.
- This plan provides direction with respect to land use related matters and acknowledges that specific operating requirements are detailed in related documents including, but not limited to, the Special Use Permit for Elawa Farm.

Signage

This plan acknowledges that an overall signage plan for Elawa Farm was approved by the Historic Preservation Commission. The approved plan provides for the following:

- Signage should be based on historic precedent and be consistent with the overall signage plan.
- “Approach” signs are appropriate to direct vehicular traffic to the site from major intersections.
- “Destination” signs are appropriate to announce the arrival at Elawa Farm.
- “Directional” signs are appropriate to guide users to specific areas and spaces.
- “Identification” signs are appropriate to identify each tenant and the historic buildings.
- “Temporary-Event” signs are appropriate to promote and announce special events at Elawa Farm consistent with the Sign Ordinance and special event policies.
- “Regulatory” signs are appropriate, in limited number, outlining rules and regulations for the site.
- Life safety/information signs are appropriate as required by law.
- Signs alerting users of Elawa Farm to limitations on on-street parking should be installed at appropriate locations and monitored on an ongoing basis for effectiveness.
- “No Smoking” signs are appropriate on a permanent and per Event basis to assure compliance at all times.

Elawa Farm Master Plan Exhibit 1



Elawa Farm Master Plan- Exhibit 2



Event Areas- Outdoor

EXHIBIT C – FINDINGS OF FACT

1. The operation of Elawa Farm, a unique community resource, in a manner consistent with the Master Plan and the conditions of approval detailed in the Special Use Permit will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare of the residents of Lake Forest or the general public.
2. The surrounding properties are for the most part, built out for single family residential use. Preserved open space in the ownership of the City, Lake Forest Open Lands and the Lake County Forest Preserve District are adjacent to Elawa Farm. The use of Elawa Farm in strict accordance with the Master Plan and conditions will not impede the normal and orderly use or future improvement of the surrounding properties.
3. As part of the original approval of the Middlefork Farm Subdivision, Elawa Farm was envisioned as a unique community resource and amenity adjacent to the new residential neighborhood. Continued monitoring of the use of Elawa Farm and strict adherence to the conditions of the Special Use Permit will achieve the original vision; a unique neighborhood with one of a kind amenities and easy access to natural areas. These unique aspects and monitored use of Elawa Farm will not substantially diminish or impair property values in the surrounding area.
4. The existing buildings that comprise Elawa Farm are historic and Elawa Farm is designated as a local historic landmark. The use of the site as a community resource, providing opportunities in the fields of environmental and wildlife education, gardening, conservation, environmental restoration, architecture, history, preservation, local culture, and passive recreation is compatible with the historic structures and surrounding area. The revised conditions of approval more clearly establish parameters for the use of the site to assure that the use preserves the historic and natural character of the site and the livability of the surrounding neighborhood.
5. Adequate utilities, roads and drainage facilities exist to accommodate the uses at Elawa Farm. Expansion of the original parking lot provides adequate parking for Daily Use Activities. Conditions limiting parking and requiring shuttle service for Events are put in place to minimize vehicle trips to and from the site.
6. Adequate measures are established through the conditions of approval to provide adequate ingress and egress and to assure that emergency access to the site, on the site and to surrounding properties is maintained.
7. The use of Elawa Farm will be consistent with the Special Use Permit as now approved or as modified by the City Council through a public process in the future. Except as set forth in the Special Use Permit, the site shall conform to the applicable regulations of the R-5 zoning district and all other applicable rules and regulations.



The City Of Lake Forest
ZONING BOARD OF APPEALS

Application for Amendment to Existing Special Use Permit

PROPERTY

ADDRESS 1401 Middlefork Drive, Lake Forest **ZONING DISTRICT**

EXISTING USE GARDEN

PROPOSED USE Modification of garden

EXPANSION OF EXISTING USE YES X NO

VARIANCE REQUIRED YES X NO

APPLICANT

PROPERTY OWNER (if different from applicant)

Name Elawa Farm Foundation

Name City of Lake Forest

Address 1401 Middlefork Drive, Lake Forest,
IL 60045

Address 220 E. Deerpath, Lake Forest, IL
60045

Phone 847-234-1966

Phone 847-234-2600

Relationship to Property Tenant
(Owner/Attorney/Representative)

BENEFICIAL INTERESTS

Corporation _____ (see exhibit A)
Partnership _____ (see exhibit B)
Trust, land or other _____ (see exhibit C)

I have read the complete application packet and understand the Special Use Permit process and criteria.
I understand that this matter will be scheduled for a public hearing when a determination has been made
that my application is complete.

SIGNATURES

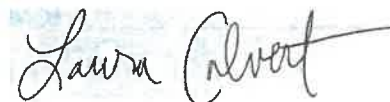


Owner

5/5/22
Date

Owner

Date



Applicant

4/18/22
Date

Date

APPLICANT'S REPRESENTATIVES

ARCHITECT _____

FIRM _____

ADDRESS _____

PHONE _____

ENGINEER _____

FIRM _____

ADDRESS _____

PHONE _____

SURVEYOR _____

FIRM _____

ADDRESS _____

PHONE _____

ARBORIST _____

FIRM _____

ADDRESS _____

PHONE _____

ATTORNEY _____

FIRM _____

ADDRESS _____

PHONE _____

BUILDER _____

FIRM _____

ADDRESS _____

PHONE _____

LANDSCAPE ARCH. Clare Johnson

FIRM Grounded in Design

ADDRESS 3320 W. Foster Ave., Chicago, IL 60625

PHONE 847-767-2327

OTHER _____

FIRM _____

ADDRESS _____

PHONE _____



April 9, 2022

Dear Chairman Sieman and members of the Zoning Board of Appeals,

Elawa Farm Foundation is requesting consideration of a Special Use Permit amendment to approve enhancements in a portion of the Garden. The Foundation desires to build an Enabling Garden on the grounds of Elawa Farm. Our intention is to offer an accessible, inclusive space in the garden that provides an informal gathering area for small groups of people participating in educational programs already offered to the community at Elawa Farm, including summer camps, tours, and classes, for short periods of time. The ADA (Americans with Disabilities Act) accessibility will allow community members with limited mobility to access our existing garden programs when they may have been unable before. The Enabling Garden will be utilized to host existing, Foundation-run educational programs only. The garden will not be used as an event space or offered as a private rental venue.

Design Overview: This project as proposed includes the following changes in the garden.

- Adding raised beds (18" in height) for community demonstration and ADA accessibility.
- Installing a pergola (15'x15'x 9') to offer temporary shade to community members during scheduled programs, such as camps and classes. The pergola will be no taller than 9' to maximize sightlines for the public rights-of-way and residences to Middlefork Savanna.
- Installing a crushed gravel pathway to provide an ADA accessible entry to the Enabling Garden. The pathway will run from the Hay Barn doors to the east end of the farm grounds.

One in five people experience a disability, whether physical, developmental, or cognitive. Much of the educational programming at Elawa Farm Foundation takes places on the farm grounds, where the community can learn from the garden directly and reap the benefits of nature. As Elawa Farm's indoor space is ADA accessible, as well as the outdoor exhibit at Wildlife Discovery Center, a portion of education space in the garden needs to be accessible and inclusive of all community members. These small changes in the garden will have a significant impact in creating greater accessibility for all community members, while maintaining a minimal footprint for our surrounding neighbors.

Community Engagement: Throughout the design process, we have offered opportunities for our neighbors at the Middlefork Homeowners Association (HOA) to be engaged. We have invited feedback and worked to mitigate concerns. We met with HOA board members on three occasions in fall-winter 2021. We then hosted an annual meeting in February 2022 and invited the entire neighborhood the opportunity to provide input on the Foundation's programming and Enabling Garden design. Although the participation from the neighboring residents was limited, the comments offered substantially influenced the plans for the improvements in and use of the Enabling Garden.

The following design considerations have been discussed and adapted, based on neighbor feedback.

Enabling Garden Location: There are two open fields at Elawa Farm, the north and south pumpkin fields (just to the east of the fenced vegetable fields) as noted on the site plan included in the materials provided to the Board. The north field was selected for the Enabling Garden for the following reasons:

- Although the uses planned in the Enabling Garden are passive and limited, the north perennial hedge along Middlefork Drive and boxwood hedge around the Enabling Garden location provide natural screening for the adjacent neighbors as well as community members learning in the garden.
- Since the land in the garden sits lower than street level and the shrub hedge and trees are on the northside, the Enabling Garden will be less visible to neighbors than if located in the south field.
- Beehives are located along the south border of the farm, which poses a risk to community members, if the Enabling Garden was located there. Furthermore, the land grades down to the southern part of the farm. Often, rainwater pools in this area and the ground becomes soggy, which would make it difficult for community members with limited mobility to move through the space.
- Importantly, we do not want to relegate community members with a disability off to the side or hide them in our space. It is imperative that we do not create a 'separate but equal' environment with access to our educational programming. Inclusion within our existing garden space is very important.

Accessibility Pathway: The accessibility pathway will run from the Hay Barn doors in the paddock area to the east end of the garden. The pathway will allow community members, with varying abilities and mobility, to access the farm grounds and Enabling Garden. The location of the pathway was informed by neighbor feedback. We moved the pathway to the center Allee of the farm, versus the northside of the garden, to create more screening for adjacent neighbors, as well as a central location for the public from the parking lot and courtyard.

The pathway will be comprised of crushed/decomposed granite or limestone, which is ADA compliant. The pathway slope from the paddock to the Enabling Garden is 3.2%, which meets ADA requirements of a "recreational trail" of a 5% grade or less.

Parking: As the Enabling Garden is intended to host existing educational programs, we do not expect an increase in parking lot demands. We also do not anticipate increased parking along Middlefork Drive, as the garden area is bordered by a shrub hedge along the street. Furthermore, the land slopes by 28% from the street to the Enabling Garden, making it difficult to traverse down and through the shrub border, particularly for those with limited mobility.

Programming: This space will be used as an Elawa Farm Foundation education-only space for existing programs. We do not plan to expand our educational offerings because of this space, but rather make our current programs more inclusive to all community members. This garden will not be used as an event rental space. The intention and programming of the Enabling Garden aligns with the Daily Use Activities of the current Special Use Permit.

As defined in Section 2.1 of our Special Use Permit, "Daily Use Activities are those activities offered and managed by the tenants at Elawa Farm to provide opportunities in the fields of environmental and wildlife education, gardening, conservation, environmental restoration, architecture, history, gentlemen farming, preservation, local culture, and passive recreation experiences.

Daily Use Activities at Elawa Farm include classes, programs, demonstrations, workshops, tours, field trips and lectures. Unscheduled drop-in visits by members of the public and normal tasks associated with caring for and maintaining the Garden and the Wildlife Discovery Center are also considered Daily Use Activities. “

Activities and programs in the Enabling Garden will be organized in the following ways:

- Short-term educational programs, such as gardening workshops, tours, and hands-on activities (e.g. planting, harvesting, weeding) for youth and adults
- Programs held on a weekly or biweekly basis during the season, not a daily basis
- Seasonal programming occurs from May – October
- Programs held between 8 am – 6 pm; no more than two programs in one day
- Weekday priority of program scheduling during market season to mitigate possible parking constraints
- Target capacity for programs is 10-15 people, with maximum capacity at 20-25 people
- Enabling Garden, along with the rest of the farm grounds, closes at dusk
- Signage in the Enabling Garden will explain use and sensitivity of space and prohibited activities (e.g. private gatherings/events, music, professional photography sessions)
- Entrance gate to Enabling Garden will provide social cue to public that they are entering an intentional space

Shade Element: A shade element is an important component for facilitating outdoor programs during the summer heat. A pergola is proposed to provide shade and protect against light rain during educational programming. For inclement weather, educational programming will be moved indoors.

The preference of Elawa Farm Foundation is to install a pergola with vining plants to provide shade, which would align with the aesthetic of the garden and surrounding neighborhood. Plans (images) of the proposed pergola are included in the materials provided to the Board. The pergola would not extend above 9 feet and would be open in nature and constructed of natural materials.

The pergola would provide shade for 12-15 people, which is our target size for classes and camps.

For seating, two benches are included in the Enabling Garden design to allow for rest and the passive enjoyment of the space. Additional chairs will be brought in and then immediately removed from the garden space to accommodate educational programs.

Thank you for your consideration of the proposed Enabling Garden. We are confident that this garden will better meet the needs of our community, while being respectful of our adjacent neighbors.

Sincerely,



Laura Calvert
Executive Director
Elawa Farm Foundation
lcalvert@elawafarm.org
847-234-1966 ext. 800

Activities in the Enabling Garden

The Enabling Garden is designed to host existing educational programs in an inclusive, ADA accessible space on the farm grounds. These programs have been offered at Elawa Farm Foundation for many years, and they already take place on our farm grounds. Our intention is to create a more accessible space to facilitate these programs, which will welcome and enable community members of all ages and abilities to participate in our existing garden programs when they may not have been able to before.

These activities are passive in nature. They include participating in hands-on gardening activities (e.g., planting, harvesting), traversing the garden, and briefly gathering to participate in an educational lesson.

The intention and programming of the Enabling Garden aligns with the Daily Use Activities of the current Special Use Permit.

As defined in Section 2.1 of our Special Use Permit, “Daily Use Activities are those activities offered and managed by the tenants at Elawa Farm to provide opportunities in the fields of environmental and wildlife education, gardening, conservation, environmental restoration, architecture, history, gentlemen farming, preservation, local culture, and passive recreation experiences.

Daily Use Activities at Elawa Farm include classes, programs, demonstrations, workshops, tours, field trips and lectures. Unscheduled drop-in visits by members of the public and normal tasks associated with caring for and maintaining the Garden and the Wildlife Discovery Center are also considered Daily Use Activities. “

Below is a description of our existing garden programs and how these programs would utilize the Enabling Garden.

Youth Camps

- 4 weekly summer camps for youth are held each year.
- Each camp runs Monday – Friday in the mornings, generally from 9 am – 12 pm.
- Camps are facilitated on non-consecutive weeks from June – August.
- Camp sizes are limited to 15 children.
- Campers participate in gardening activities, cooking demonstrations, arts & crafts, and games.
- Campers begin and end their day in the Hay Barn.
- For garden activities, campers would use the Enabling Garden to learn about plants and gardening, utilizing the raised beds and sensory gardens. They would receive an educational lesson under the pergola, then participate in a passive activity (e.g., harvesting vegetables, making floral bouquets) in the garden. The campers would spend 1 hour or less in the Enabling Garden each camp day.
- The pergola would also be utilized for any camper (or adult aide) who needs to take a break in the shade.

Public Tours

- Free public tours are held monthly from May – October (6 total tours).
- The tours are scheduled on a Saturday for 1 hour in the late morning or early afternoon.

- Tours are limited to 25 people.
- The tour starts and ends in the Courtyard.
- The tour moves across various parts of the garden.
- With the accessibility pathway and Enabling Garden, community members with limited mobility will be able to access the tour.

Private Tours

- Private tours are scheduled upon request, typically for local garden clubs.
- The tours are scheduled during the week (Monday - Friday) between 9 am – 5 pm.
- Tours last no longer than 1 hour.
- Tour group sizes typically range from 10-15 people, with a maximum limit of 20-25 people.
- The tour starts and ends in the Courtyard or Hay Barn.
- With the accessibility pathway and Enabling Garden, community members with limited mobility will be able to access the private tour.
- In 2021, five (5) private tours were scheduled.

Garden Classes

- Seasonal garden classes are hosted 4-5 times a year. Depending on the time of year and weather, garden classes take place in the Hay Barn and/or farm grounds.
- Classes are held on periodic Saturdays for 1-2 hours.
- Class attendance usually ranges from 10-15 people, with a maximum of 20-25 people.
- Our current farm fields are not practical for facilitating classes with their production-oriented layout. The Enabling Garden can be used to host a portion of the class, with attendees sitting under the pergola, then moving to the raised garden beds for demonstration and participation.
- The pergola can also be utilized for any class attendee who needs to take a break in the shade.

Volunteering

- Open volunteer days are held in the garden on Wednesdays from June - October from 9 am – 12 pm.
- Volunteers participate in the maintenance of the garden. These activities include planting, weeding, thinning seedlings, and harvesting crops.
- Community members with limited mobility or special needs, who wish to help in the garden, will now be able to volunteer with the maintenance of the Enabling Garden.
- Volunteers, particularly seniors and community members with special needs, will be able to rest and take a break under the pergola.

Fieldtrips

- Fieldtrips are periodically scheduled to provide gardening, cooking, and/or nutrition education for local schools or community organizations.
- Fieldtrip sizes are limited to 25 people.
- Fieldtrips begin and end in the Hay Barn.
- Fieldtrips move across various parts of the garden.

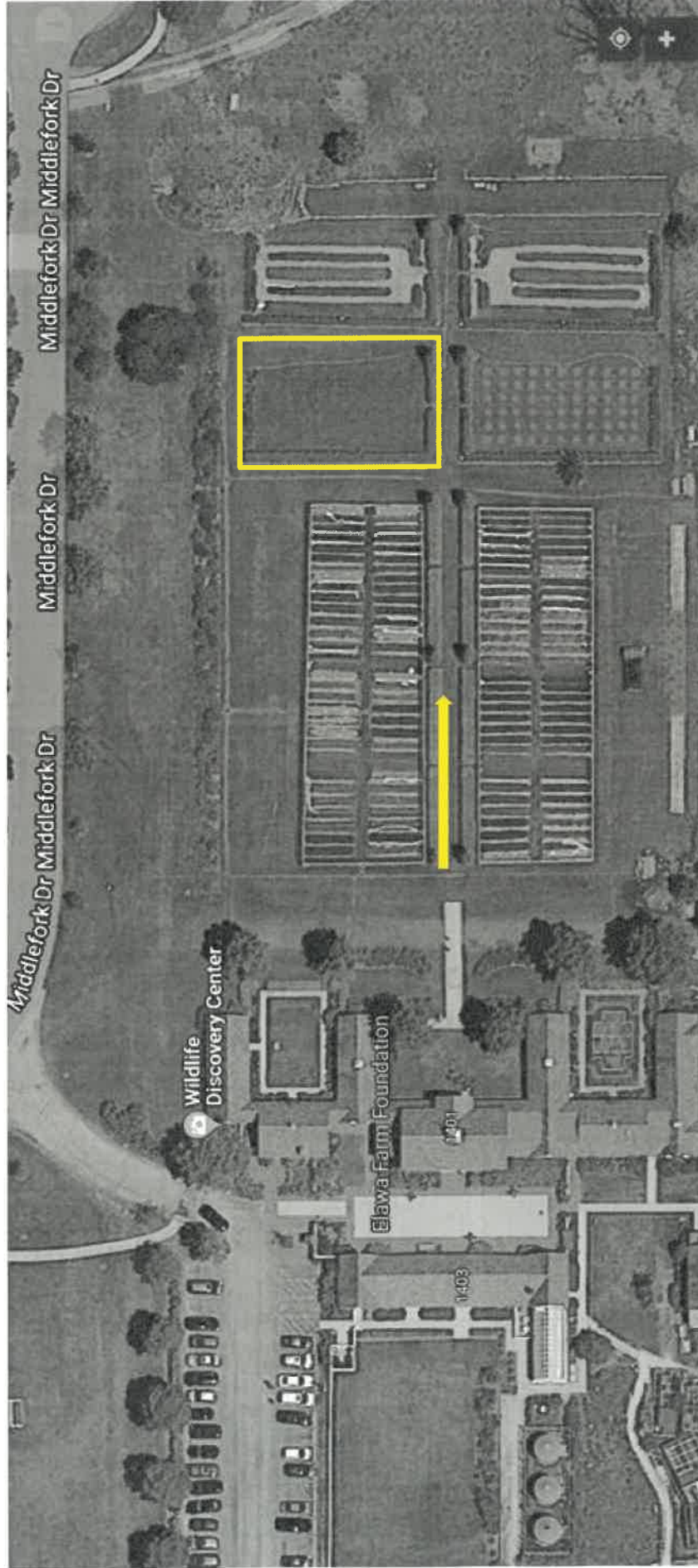
- With the accessibility pathway and Enabling Garden, community members with limited mobility will be able to participate in the fieldtrip.
- In 2021, two (2) fieldtrips were scheduled.

To respect the sensitivity of the Enabling Garden, as well as the adjacent neighbors, the following activities will be prohibited. Furthermore, a 36-42" gate will be placed at the entrance of the garden to offer a social cue to visitors that they are entering an intentional space. Signage will also be placed at the entrance of the garden to communicate the intention of garden space and prohibited activities.

Prohibited Activities in the Enabling Garden

- Private events and rentals, including wedding ceremonies
- Private gatherings, including picnics
- Professional photography sessions
- Non-sanctioned programs
- Amplified sound

Enabling Garden Location (80'x40')

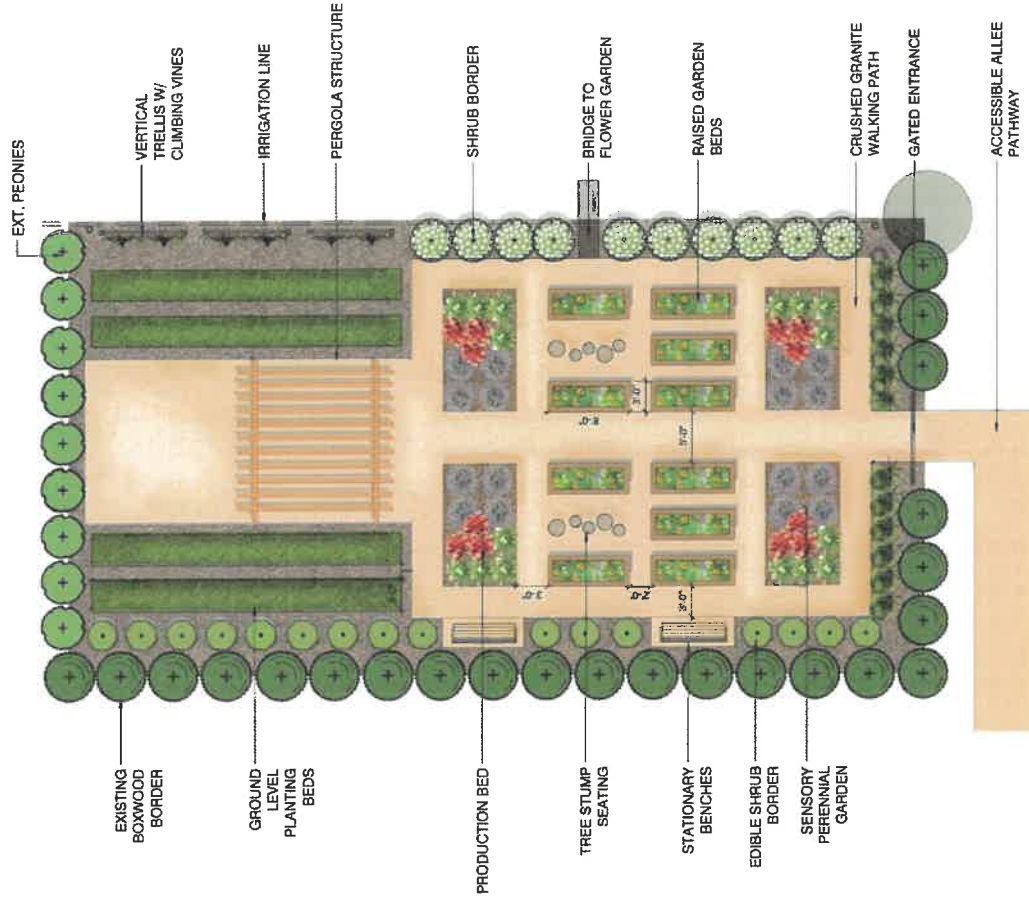


Elawa Farm Enabling Garden

Key elements:

- ❖ Raised garden beds for accessible gardening
- ❖ Accessible crushed granite pathway system
- ❖ In-ground sensory garden beds
- ❖ In-ground production planting beds
- ❖ Two (2) stationary benches for seating
- ❖ Centralized pergola for temporary shade

Design & graphics by Clare Johnson (Grounded in Design)



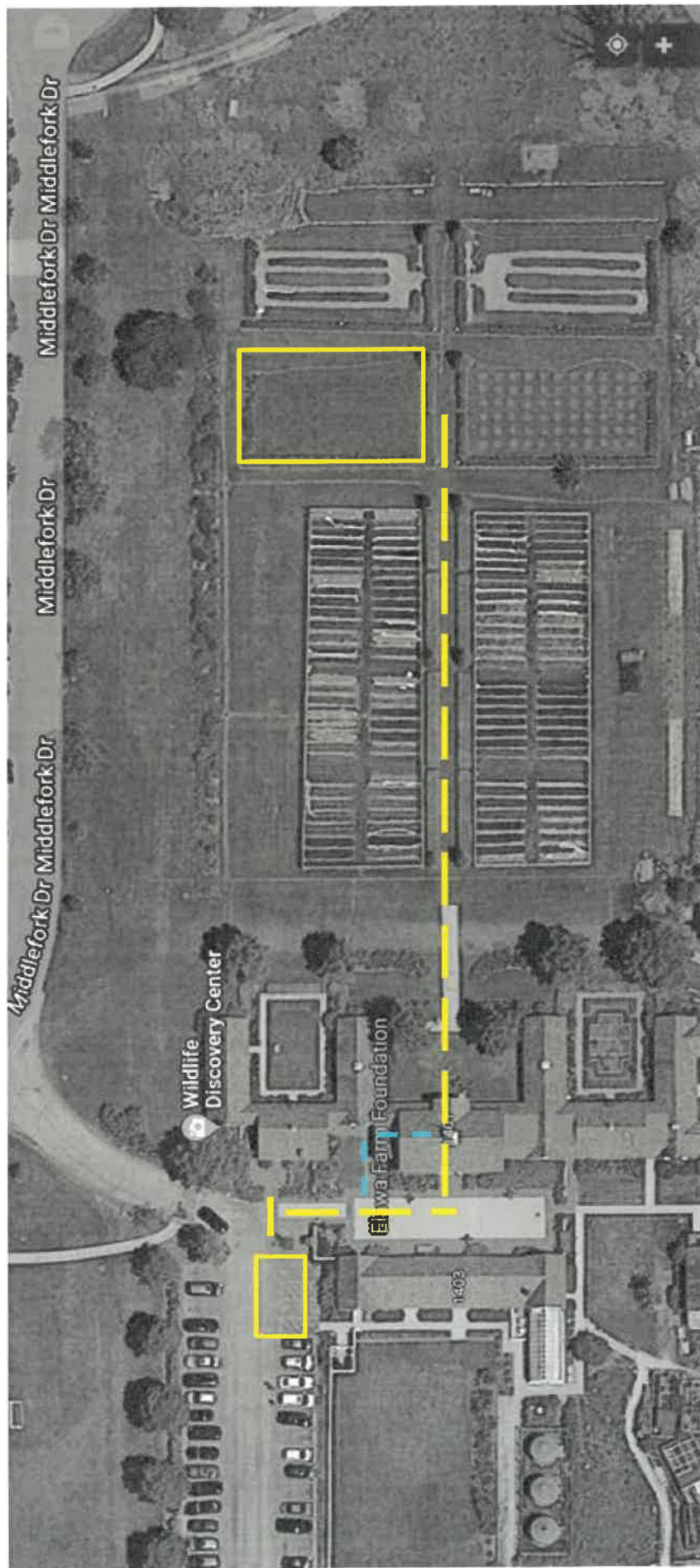
Elawa Farm Enabling Garden



Design & graphics by Clare Johnson (Grounded in Design)

Access to Enabling Garden

ACCESS TO ENABLING GARDEN

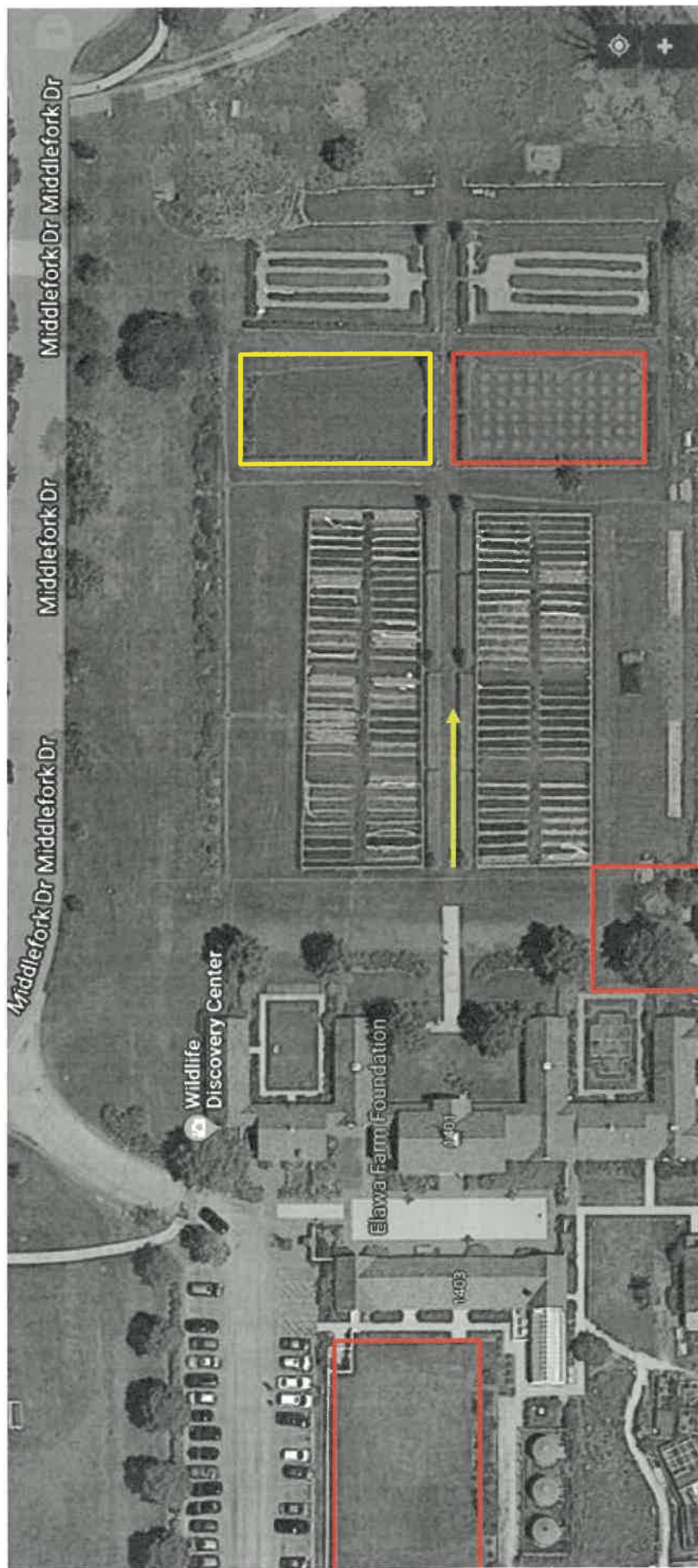


View from Adjacent Neighbors



Other Sites Considered

ALTERNATE LOCATIONS CONSIDERED



Shade Element



Design & graphics by Clare Johnson (Grounded in Design)

Pergola Example



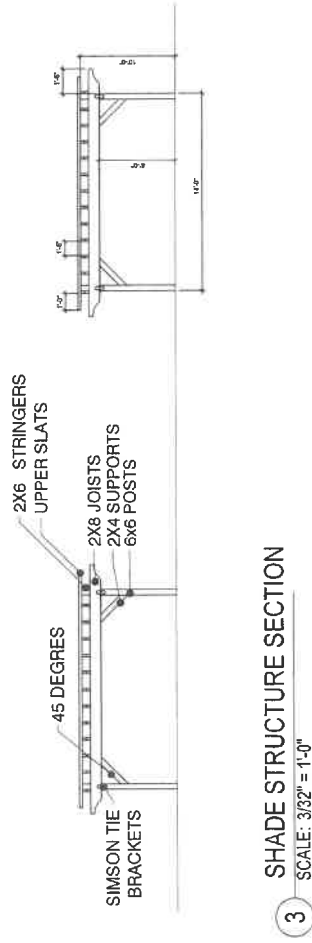
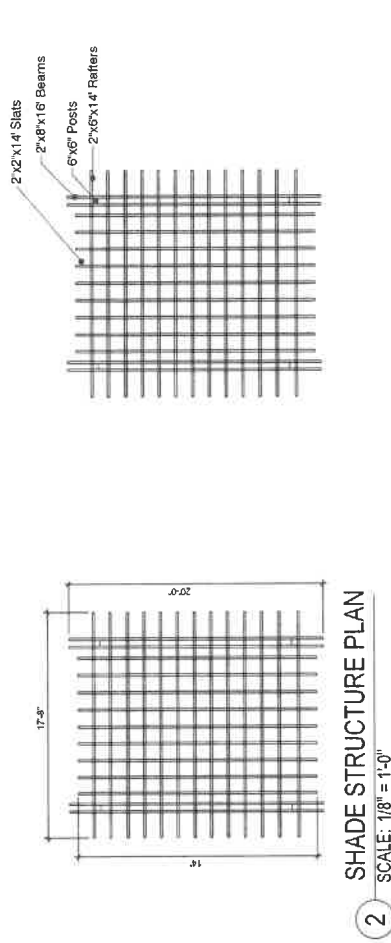
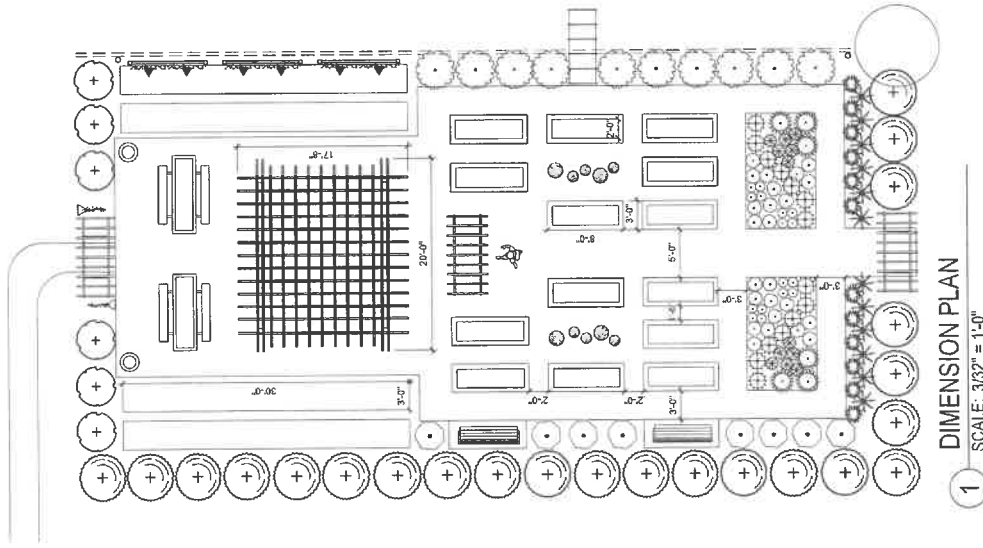
15'l x 15'w x 9'h

Untreated cedar
wood (same as
farm fence)

Posts made from
6" x 6" cedar
timber

Top cross bars
would **not** be
included

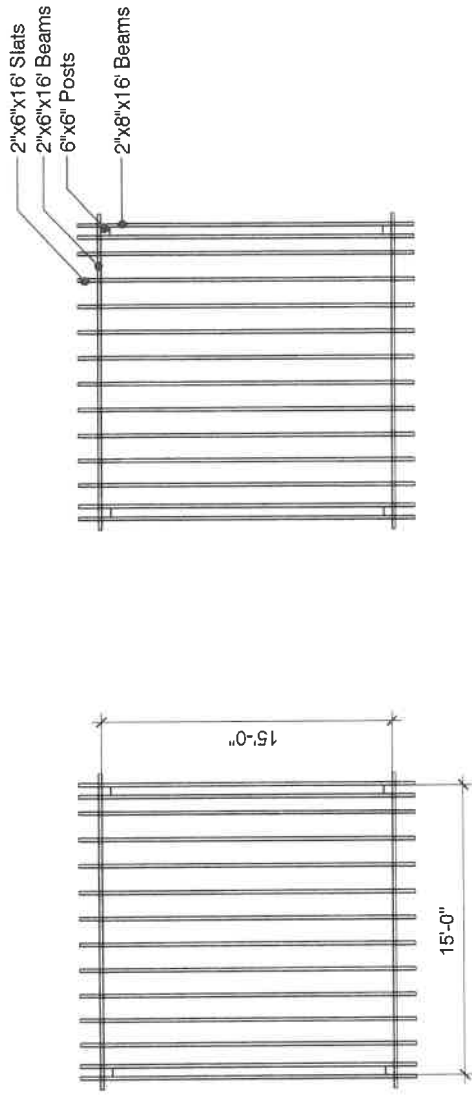
Slats (from front to
back) are 2" x 10"



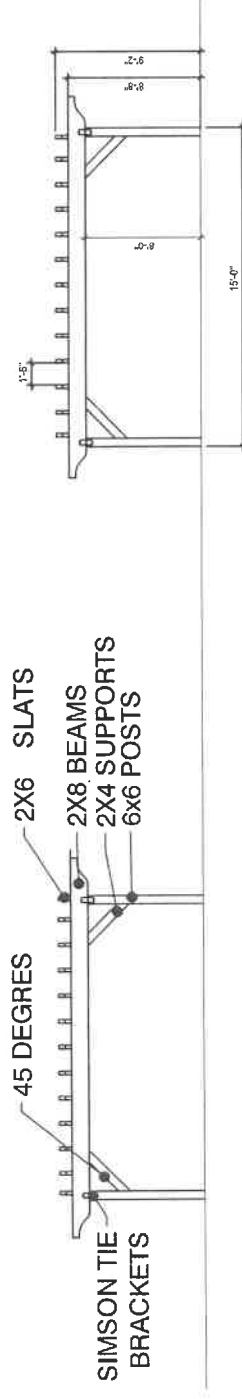
GROUNDED IN DESIGN



Elawa Farm Foundation
Dimension Plan
October 2021



1 SHADE STRUCTURE PLAN
SCALE: 1/8" = 1'-0"



2 SHADE STRUCTURE SECTION
SCALE: 3/32" = 1'-0"

Plant Material on Pergola (Wisteria Example)



Flowers in late spring/early summer; green leaves in summer/fall



Wintertime – deciduous