

AGENDA FOR THE BOARD OF TRUSTEES
Monday, October 17, 2016, 7:30 P.M.

Call to Order
Roll Call
Pledge of Allegiance
Deerfield Road Update
Minutes of Previous Meetings
Bills and Payroll
Public Comment

REPORTS

- 16-99 Report and Recommendation of the Family Days Commission re: 2016 Family Days Report and 2017 Family Days Budget
- 16-107 Report and Recommendation of the Plan Commission re: Request for Changes to the Permitted Uses and Special Uses in the C-1 Village Center Zoning District and the C-3 Limited Commercial Office District
- 16-108 Report of Staff re: New Village Website Communications Tools
- 16-109 Report and Recommendation of Staff re: Commercial Filming Ordinance

CONSENT AGENDA

- 16-97-2 Ordinance Changing the Name of the Manpower Commission to the Volunteer Engagement Commission – 2R

OLD BUSINESS

- 16-101-1 Ordinance Authorizing a Special Use for a Self-Improvement Facility for Shredd415 at 636 Deerfield Road – 1R
- 16-102-1 Ordinance Authorizing an Exception to the Approved Sign Criteria for the Charles Ifergan Commercial Planned Unit Development to Allow a New East Wall Sign for American Mattress at 360 Lake Cook Road – 1R
- 16-103-1 Ordinance Authorizing a Special Use to Construct a Café in the Existing Building at Six Parkway North (Fulcrum Asset Advisors and Parkway North Center) – 1R
- 16-106-1 Ordinance Increasing the Number of Class C Liquor Licenses for Portillo's from Seven to Eight (Portillo's) – 1R
- 16-96-2 Ordinance Including the Northwest Quadrant Master Plan as an Amendment to the Comprehensive Plan of the Village of Deerfield – 2R

NEW BUSINESS

Items for discussion by Mayor and Board of Trustees
Reports of the Village Manager
Adjournment

**BILLS FOR THE
OCTOBER 17, 2016
VILLAGE BOARD MEETING**

Vendor	Invoice #	Description	Org	Obj	Total Invoice
1ST AYD CORPORATION	PSI68453	SAFETY GLASSES/GLOVES	702050	5421	115.52
ABC COMMERCIAL MAINTENANCE SERVICES INC	2016-09-01	CLEANING SERVICES - SEP 16	101210	5320	900.00
ABC COMMERCIAL MAINTENANCE SERVICES INC	2016-09-01	CLEANING SERVICES - SEP 16	102010	5320	450.00
ABC COMMERCIAL MAINTENANCE SERVICES INC	2016-09-01	CLEANING SERVICES - SEP 16	102038	5320	150.00
ABC COMMERCIAL MAINTENANCE SERVICES INC	2016-09-01	CLEANING SERVICES - SEP 16	106010	5320	900.00
ABC COMMERCIAL MAINTENANCE SERVICES INC	2016-09-01	CLEANING SERVICES - SEP 16	542052	5320	220.00
					<u>2,620.00</u>
ADDISON ALL SPORTS COMPANY INC	10532810416	FAMILY DAYS/2017 - RIDES/DEPOSIT	101210	5386	6,600.00
ADVANCED TREECARE	1031-10422i	TREE AND STUMP REMOVAL	102037	5365	5,820.00
ADVANCED TREECARE	1031-10423i	TREE AND STUMP REMOVAL	102037	5365	504.00
					<u>6,324.00</u>
AMERICAN CHARGE SERVICE	99193	TAXI SUBSIDY PROGRAM	101210	5384	1,225.00
AMERICAN MOBILE STAGING INC	10225810416	FAMILY DAYS/2017 - STAGE RENTAL/DEPOSIT	101210	5386	975.00
AMERICANEAGLE.COM INC	235929	WEBSITE HOSTING & MAINT - SEP 16	101210	5370	150.00
ARNOWITZ, ENID	09232016	PROMOTIONAL BROCHURE - EDITING	101210	5387	2,000.00
ATOMATIC MECHANICAL SERVICES INC	SRV16-13880	HVAC REPAIR - VH	101210	5320	1,579.42
ATOMATIC MECHANICAL SERVICES INC	SRV16-13993	HVAC REPAIR - VH	101210	5320	1,732.38
					<u>3,311.80</u>
AUTOMATIC CONTROL SERVICES	3566	CHARTS	502031	5410	120.75
AVALON PETROLEUM COMPANY	008232	FUEL - ULSD 1% - 10% BIODIESEL BLEND	100000	1510	11,130.00
AVALON PETROLEUM COMPANY	448071	FUEL - RFG 10% ETHANOL	100000	1510	14,387.20
					<u>25,517.20</u>
AVERUS	F2231109	HALOTRON FIRE EXTINGUISHERS	106010	5460	455.00
AVERUS	N2224842	FIRE EXTINGUISHER INSPECTIONS	106010	5320	256.25
					<u>711.25</u>
BADE PAPER PRODUCTS INC	203027-00	PAPER SUPPLIES	102010	5460	115.82
BADE PAPER PRODUCTS INC	203027-00	PAPER SUPPLIES	102110	5460	115.79
BADE PAPER PRODUCTS INC	203027-00	PAPER SUPPLIES	502010	5460	115.82
BADE PAPER PRODUCTS INC	203027-00	PAPER SUPPLIES	542010	5460	115.82
					<u>463.25</u>
BEACON SSI INCORPORATED	0000078028	FUEL STORAGE TANK REPAIR	102010	5320	347.43
BEACON SSI INCORPORATED	0000078028	FUEL STORAGE TANK REPAIR	502010	5320	347.43
BEACON SSI INCORPORATED	0000078028	FUEL STORAGE TANK REPAIR	542010	5320	347.42
					<u>1,042.28</u>
BERLOW, ALAN	557615	TREE APPLICATION REFUND	100001	4232	75.00
BRENDAN'S TOOLS INC	09271626824	SMALL TOOLS	702050	5440	189.99
BUCK BROS INC	104588	CLUTCH FOR JD MOWER	702050	5470	913.02
BURK, ERIC	102-4710-0023	EXP REIMB - WELLNESS INCENTIVE/IPBC TO REIMB VOD	910000	2423	400.00
BURK, ERIC	276739	EXP REIMB - WELLNESS INCENTIVE/IPBC TO REIMB VOD	910000	2423	400.00
					<u>800.00</u>
CHICAGO TRIBUNE MEDIA GROUP	CTCM598128/4468866	BUDGET INSPECTION/HEARING NOTICE	101111	5336	40.29
CINTAS	022063291	OSTMAN - CLOTHING	542010	5130	27.29
CINTAS	022370187	MATS - PW/ENG	102010	5320	55.85
CINTAS	022370187	MATS - PW/ENG	102038	5320	55.83
CINTAS	022370187	MATS - PW/ENG	502010	5320	55.85
CINTAS	022370187	MATS - PW/ENG	542010	5320	55.85
CINTAS	022370188	CLOTHING - GILLETT	502010	5130	67.09
CINTAS	022370190	MATS - WRF	542052	5320	99.23
CINTAS	022373193	CLOTHING - CALISTRI	502010	5130	90.96
CINTAS	022373203	MATS - VH	101111	5320	64.45
CINTAS	022376273	MATS - VH	101111	5320	64.45
					<u>636.85</u>
CIORBA GROUP, INC.	0022828	PFINGSTEN RD REHAB/PH I/073016-082616	222082	5362	3,450.65
CIORBA GROUP, INC.	1	KATES RD BRIDGE /PH I/073016-082616	222082	5362	21,195.92
					<u>24,646.57</u>
CITY OF HIGHLAND PARK	009155-093016	WATER PURCHASES - SEP 16	502031	5423	92,353.62
CITY OF HIGHLAND PARK	009530-093016	WATER PURCHASES - SEP 16	502031	5423	4,014.37
CITY OF HIGHLAND PARK	020587-093016	WATER PURCHASES - SEP 16	502031	5423	133,097.69
					<u>229,465.68</u>
COMCAST CABLE	0010692-100516	CABLE TV SERVICE: 10/16/2016 - 11/15/2016	101210	5540	6.35
COMCAST CABLE	0010692-100516	CABLE TV SERVICE: 10/16/2016 - 11/15/2016	106010	5550	6.36
COMCAST CABLE	47023220	FIBER INTERNET SERVICE - OCT 16	101111	5540	446.04
COMCAST CABLE	47023220	FIBER INTERNET SERVICE - OCT 16	101210	5540	446.04
COMCAST CABLE	47023220	FIBER INTERNET SERVICE - OCT 16	101330	5540	446.04
COMCAST CABLE	47023220	FIBER INTERNET SERVICE - OCT 16	102010	5540	111.51
COMCAST CABLE	47023220	FIBER INTERNET SERVICE - OCT 16	102110	5540	111.51
COMCAST CABLE	47023220	FIBER INTERNET SERVICE - OCT 16	106010	5550	446.04
COMCAST CABLE	47023220	FIBER INTERNET SERVICE - OCT 16	502010	5540	111.51
COMCAST CABLE	47023220	FIBER INTERNET SERVICE - OCT 16	542052	5540	111.51
COMCAST CABLE	47050373	VOICE TRUNK SERVICE (PW) - OCT 16	101111	5540	76.73
COMCAST CABLE	47050373	VOICE TRUNK SERVICE (PW) - OCT 16	101210	5540	76.73
COMCAST CABLE	47050373	VOICE TRUNK SERVICE (PW) - OCT 16	101330	5540	76.73
COMCAST CABLE	47050373	VOICE TRUNK SERVICE (PW) - OCT 16	102010	5540	15.35
COMCAST CABLE	47050373	VOICE TRUNK SERVICE (PW) - OCT 16	102110	5540	38.37
COMCAST CABLE	47050373	VOICE TRUNK SERVICE (PW) - OCT 16	106010	5550	76.73
COMCAST CABLE	47050373	VOICE TRUNK SERVICE (PW) - OCT 16	502010	5540	11.51
COMCAST CABLE	47050373	VOICE TRUNK SERVICE (PW) - OCT 16	542052	5540	11.51
					<u>2,626.57</u>

Vendor	Invoice #	Description	Org	Obj	Total Invoice
COMED	0039019040-082516	A/C 0039019040 07/22/2016 TO 08/22/2016	102050	5510	148.82
COMED	0233100028-090116	A/C 0233100028 08/03/2016 TO 09/01/2016	102050	5510	1,139.87
COMED	0507100076-082516	A/C 0507100076 07/25/2016 TO 08/25/2016	542052	5510	115.51
COMED	1398050042-083016	A/C 1398050042 07/22/2016 TO 08/22/2016	102010	5510	112.14
COMED	1398050042-083016	A/C 1398050042 07/22/2016 TO 08/22/2016	106010	5388	129.32
COMED	1398050042-083016	A/C 1398050042 07/22/2016 TO 08/22/2016	602019	5510	124.41
COMED	1398050042-083016	A/C 1398050042 07/22/2016 TO 08/22/2016	602038	5510	175.71
COMED	1695047076-090116	A/C 1695047076 08/03/2016 TO 09/01/2016	102050	5510	129.26
COMED	2763162001-082416	A/C 2763162001 07/25/2016 TO 08/24/2016	502031	5510	78.23
					2,153.27
COMMUNICATIONS REVOLVING FUND	T1706733	COMMUNICATION SERVICES: AUG 16	176020	5550	506.40
CONTINENTAL WEATHER SERVICE	15553	WEATHER FORECASTING - OCT 16	102010	5365	37.50
CONTINENTAL WEATHER SERVICE	15553	WEATHER FORECASTING - OCT 16	502010	5365	37.50
CONTINENTAL WEATHER SERVICE	15553	WEATHER FORECASTING - OCT 16	542010	5365	37.50
CONTINENTAL WEATHER SERVICE	15553	WEATHER FORECASTING - OCT 16	542052	5365	37.50
					150.00
CPS COMPANIES/CHICAGO PARTS & SOUND LLC	788249	SEAT REPAIR - #311	702050	5470	275.00
CRAFTWOOD LUMBER CO	221959	OPERATING SUPPLIES	101210	5460	5.74
CRAFTWOOD LUMBER CO	221959	OPERATING SUPPLIES	102038	5460	51.64
					57.38
CREATIVE PRODUCT SOURCING, INC - DARE	97454	DARE SUPPLIES	910000	2452	57.00
CRONEN, STEVE	09222016	DAMAGE REIMB/BRIARWOOD VISTA PROJ/LARKDALE RD EAST	222082	5910	627.00
CUMMINS NPOWER LLC	711-34254	GENERATOR MAINTENANCE	106010	5320	633.17
CURTIS 1000 INC	4670097	STD NON-WINDOW ENVELOPES (11,000)	101111	5335	453.24
CURTIS 1000 INC	4670097	STD NON-WINDOW ENVELOPES (11,000)	101210	5335	377.70
CURTIS 1000 INC	4670097	STD NON-WINDOW ENVELOPES (11,000)	101330	5335	302.16
CURTIS 1000 INC	4670097	STD NON-WINDOW ENVELOPES (11,000)	102010	5335	377.69
					1,510.79
DATAPROSE LLC	DP1602726	UTILITY BILLING STMTS & LATE NOTICES: SEP 16	106010	5335	138.00
DATAPROSE LLC	DP1602726	UTILITY BILLING STMTS & LATE NOTICES: SEP 16	502010	5335	286.84
DATAPROSE LLC	DP1602726	UTILITY BILLING STMTS & LATE NOTICES: SEP 16	502010	5337	610.13
DATAPROSE LLC	DP1602726	UTILITY BILLING STMTS & LATE NOTICES: SEP 16	542010	5335	129.54
DATAPROSE LLC	DP1602726	UTILITY BILLING STMTS & LATE NOTICES: SEP 16	542010	5337	275.55
DATAPROSE LLC	DP1602726	UTILITY BILLING STMTS & LATE NOTICES: SEP 16	582030	5337	98.41
DATAPROSE LLC	DP1602726	UTILITY BILLING STMTS & LATE NOTICES: SEP 16	582030	5390	46.27
					1,584.74
DISCOVERY BENEFITS	0000678102-IN	FLEX BENEFITS ADMIN - AUG 16	101111	5365	249.90
DISCOVERY BENEFITS	0000686564-IN	FLEX BENEFITS ADMIN - SEP 16	101111	5365	245.00
					494.90
DIXON ENGINEERING, INC	16-1040	WATER TOWER (VERIZON) ANTENNA INSPECTION #2	101210	5365	950.00
DOMM, WILLIAM J.	557044/56499	964 MAPLE CT / DEPOSIT REFUND	910000	2423	200.00
DYNEGY ENERGY SERVICES	147136816081	A/C 0195097137 07/26/2016 TO 08/24/2016	502031	5510	3,316.53
DYNEGY ENERGY SERVICES	147136916081	A/C 0411051084 07/22/2016 TO 08/22/2016	542052	5510	358.51
DYNEGY ENERGY SERVICES	147137016081	A/C 0465035072 07/26/2016 TO 08/24/2016	502031	5510	262.57
DYNEGY ENERGY SERVICES	147137116081	A/C 0606055010 07/27/2016 TO 08/23/2016	502031	5510	2,703.38
DYNEGY ENERGY SERVICES	147137216081	A/C 0822171022 07/26/2016 TO 08/23/2016	542052	5510	197.10
DYNEGY ENERGY SERVICES	147137316081	A/C 0927104050 07/21/2016 to 08/18/2016	542052	5510	961.89
DYNEGY ENERGY SERVICES	147137416081	A/C 3547124017 07/21/2016 TO 08/18/2016	542052	5510	19,541.02
					27,341.00
ENERGY PRODUCTIONS	10487010416	FAMILY DAYS/2017 - DJ/DEPOSIT	101210	5386	600.00
FIORE NURSERY AND LANDSCAPE SUPPLY	I107164A	50/50 REPLACEMENT & STREETScape TREES	102037	5914	1,610.00
FIORE NURSERY AND LANDSCAPE SUPPLY	I107164B	50/50 REPLACEMENT & STREETScape TREES	102037	5365	1,504.97
FIORE NURSERY AND LANDSCAPE SUPPLY	I107167A	50/50 REPLACEMENT & STREETScape TREES	102037	5914	601.50
FIORE NURSERY AND LANDSCAPE SUPPLY	I107167A	50/50 REPLACEMENT & STREETScape TREES	222082	5910	474.00
FIORE NURSERY AND LANDSCAPE SUPPLY	I107167B	50/50 REPLACEMENT & STREETScape TREES	102037	5365	3,990.96
FIORE NURSERY AND LANDSCAPE SUPPLY	I107245A	50/50 REPLACEMENT & STREETScape TREES	222082	5910	1,181.48
FIORE NURSERY AND LANDSCAPE SUPPLY	I107245B	50/50 REPLACEMENT & STREETScape TREES	102037	5365	1,804.00
FIORE NURSERY AND LANDSCAPE SUPPLY	I107246A	50/50 REPLACEMENT & STREETScape TREES	102037	5914	135.00
FIORE NURSERY AND LANDSCAPE SUPPLY	I107246B	50/50 REPLACEMENT & STREETScape TREES	102037	5365	525.00
					11,826.91
FITZGERALD, DAVID	09262016	EXP REIMB - MEETING SUPPLIES	101210	5387	42.14
GALLS LLC	006049745	APPAREL: DAVIE	106034	5130	18.63
GALLS LLC	006049889	APPAREL: MCCOWAN/KROLL	106010	5130	132.56
GALLS LLC	006049889	APPAREL: MCCOWAN/KROLL	106034	5130	92.99
GALLS LLC	006049909	APPAREL: GOODWIN	106034	5130	241.72
GALLS LLC	006078953	APPAREL: DAVIE	106034	5130	159.42
					645.32
GALVAN, MILTON AND JENNY	556795/56618	1520 CENTRAL AV / DEPOSIT REFUND	910000	2423	500.00
GASVODA & ASSOC INC	16IPTS0508	SAMPLER TUBING - WRF	542052	5470	107.90
GHA TECHNOLOGIES INC	9886428	YELLOW TONER - PD INVESTIGATIONS	106010	5460	198.86
GLOWACZ, MARY ANNE K.	091916	TRAVEL EXPENSE REIMBURSEMENT	106020	5211	94.81
GOODE, STEVE OR JUDI	557054	TREE APPLICATION REFUND	100001	4232	75.00
GRAINGER INC	9237301438	DRILL BITS - WRF	542052	5440	59.36
HARD ROCK CONCRETE CUTTERS INC	158759	SAWCUT CONCRETE IN STREET - PRAIRIE AVE	102050	5365	540.00
HBK WATER METER SERVICE, INC	16-679A	TEST LARGE WATER METERS	502054	5365	250.20
HBK WATER METER SERVICE, INC	16-679B	TEST LARGE WATER METERS	502054	5365	1,376.30
HBK WATER METER SERVICE, INC	16-717	TEST LARGE WATER METERS	502054	5365	2,276.00
HBK WATER METER SERVICE, INC	16-729	LARGE WATER METER TESTING	502054	5365	1,433.50
HBK WATER METER SERVICE, INC	16-760	LARGE WATER METER TESTING	502054	5365	1,621.50
					6,957.50

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HELM	INV10037389	FORD IDS RENEWAL	702050	5810	650.00
HIGHLAND PARK FORD	107491	SQUAD SEAT COVER	702050	5470	434.74
HIGHLAND PARK FORD	107577	STOCK SQUAD PARTS	702050	5470	458.06
HIGHLAND PARK FORD	107578	STOCK SQUAD PARTS	702050	5470	104.50
					997.30
HOME DEPOT CREDIT SERVICES	0170015	TOOLS & SUPPLIES	542031	5440	433.88
HOME DEPOT CREDIT SERVICES	2031406	PVC PRIMER - WRF	542052	5470	7.20
HOME DEPOT CREDIT SERVICES	2192653	CREDIT MEMO/RETURNED ITEM(S) - WRF	542052	5470	(7.97)
HOME DEPOT CREDIT SERVICES	2591155	HOLE SAW BLADE - WRF	542052	5470	7.97
HOME DEPOT CREDIT SERVICES	2591159	JIGSAW BLADES - WRF	542052	5470	26.91
HOME DEPOT CREDIT SERVICES	2591203	FITTINGS - WRF	542052	5421	23.32
HOME DEPOT CREDIT SERVICES	3062082	OPERATING SUPPLIES	106034	5460	32.97
HOME DEPOT CREDIT SERVICES	5024178	CONCRETE MIX - WRF	542052	5421	43.86
HOME DEPOT CREDIT SERVICES	5063628	OPERATING SUPPLIES	106010	5460	71.74
HOME DEPOT CREDIT SERVICES	6063401	SEWER TRAILER SUPPLIES	542051	5421	26.72
HOME DEPOT CREDIT SERVICES	6063402	CONDUIT - WRF	542052	5470	10.12
HOME DEPOT CREDIT SERVICES	7031221	AIR FITTING FOR SIGN MACHINE	102050	5410	4.93
HOME DEPOT CREDIT SERVICES	7162388	REFRIGERATOR	102010	5322	886.40
HOME DEPOT CREDIT SERVICES	8063094	GLOVES	702050	5421	39.96
HOME DEPOT CREDIT SERVICES	8590443	ROPE - WRF	542052	5470	7.96
HOME DEPOT CREDIT SERVICES	9574647	OPERATING SUPPLIES	106010	5460	21.93
					1,637.90
HR SIMPLIFIED INC	48502	COBRA NOTIFICATION - SEP 16/COBRA MIN FEE - OCT 16	101111	5365	100.00
ILLINOIS ASSN OF WASTEWATER AGENCIES	3915	ANNUAL MEMBERSHIP DUES	542052	5330	1,144.00
ILLINOIS STATE TOLL HIGHWAY AUTHORITY	CR#524308/REFUND	REFUND PMT MADE IN ERROR	100001	4810	400.00
INSIGHT PUBLIC SECTOR	1100497846	BLU-RAY EXTERNAL DRIVE - PD INVESTIGATIONS	106033	5810	136.07
JANES, BRANDON	104392091916	EXP REIMB - LUNCH & LEARN/WRF	542052	5410	43.63
JANES, BRANDON	10439292716	TRAVEL EXP REIMB - IAWA CONFERENCE/JANES	542052	5211	56.00
					99.63
JATHEON TECHNOLOGIES INC	INV-2012	EMAIL ARCHIVE REPLACEMENT	101111	5810	936.41
JATHEON TECHNOLOGIES INC	INV-2012	EMAIL ARCHIVE REPLACEMENT	101210	5810	936.41
JATHEON TECHNOLOGIES INC	INV-2012	EMAIL ARCHIVE REPLACEMENT	101330	5810	936.41
JATHEON TECHNOLOGIES INC	INV-2012	EMAIL ARCHIVE REPLACEMENT	102010	5810	936.41
JATHEON TECHNOLOGIES INC	INV-2012	EMAIL ARCHIVE REPLACEMENT	102110	5810	936.41
JATHEON TECHNOLOGIES INC	INV-2012	EMAIL ARCHIVE REPLACEMENT	106010	5810	6,554.98
JATHEON TECHNOLOGIES INC	INV-2012	EMAIL ARCHIVE REPLACEMENT	502010	5810	351.16
JATHEON TECHNOLOGIES INC	INV-2012	EMAIL ARCHIVE REPLACEMENT	542052	5810	468.21
					12,056.40
JG UNIFORMS, INC	43300	APPAREL: KUHLEERS	106034	5130	185.06
JG UNIFORMS, INC	6686	APPAREL: KASS	106034	5130	57.46
JG UNIFORMS, INC	6711	APPAREL: LANDY	106034	5130	59.72
JG UNIFORMS, INC	6712	APPAREL: LANDY	106034	5130	15.00
JG UNIFORMS, INC	6804	APPAREL: LANDY	106034	5130	128.99
JG UNIFORMS, INC	6805	APPAREL: LANDY	106034	5130	173.85
					620.08
KARSTROM, JOHN	174	BOAD MEETING TV PRODUCTION - 09/19/2016	101210	5364	115.00
KONICA MINOLTA BUSINESS SOLUTIONS	241797185	MFP MAINT/DISPATCH/070116-093016	106010	5322	263.42
KONICA MINOLTA BUSINESS SOLUTIONS	241797915	MFP MAINT/PW-STREETS/070116-093016	102010	5335	209.79
KONICA MINOLTA BUSINESS SOLUTIONS	9002775213	COPIER MAINT/PW-ENG/SEP 16	102110	5450	111.86
KONICA MINOLTA BUSINESS SOLUTIONS	9002775624	COPIER MAINT/VH/PD/062716-092616	101111	5460	604.81
KONICA MINOLTA BUSINESS SOLUTIONS	9002775624	COPIER MAINT/VH/PD/062716-092616	101330	5460	107.25
KONICA MINOLTA BUSINESS SOLUTIONS	9002775624	COPIER MAINT/VH/PD/062716-092616	106010	5322	32.71
KONICA MINOLTA BUSINESS SOLUTIONS	9002775624	COPIER MAINT/VH/PD/062716-092616	106010	5322	277.27
					1,607.11
LICHTERMAN, ANDREW	150470	EXP REIMB - MILKWEED GRANT AWARD/S & H CHARGE	101210	5387	58.00
LITTLE TOMMY'S PLUMBING SHOP	1190-30226	BOILER/RADIATOR REMOVAL / TRN STN FLOOR INSTALL	222082	5990	2,589.00
LUBY, WILLIAM	557530	TREE APPLICATION REFUND	100001	4232	75.00
MASSACHUSETTS MUTUAL LIFE INS CO	032820332	SPLIT DOLLAR POLICY - LITTLE	100000	1330	792.00
MASSACHUSETTS MUTUAL LIFE INS CO	032820332	SPLIT DOLLAR POLICY - LITTLE	100000	1331	5,063.00
					5,855.00
MCGARD LLC	554038	RPZ LOCKS	502050	5421	1,060.06
MCHENRY ANALYTICAL WATER LABORATORY, INC	591833	INDEPENDENT LAB TESTING	542052	5365	90.80
MCHENRY ANALYTICAL WATER LABORATORY, INC	591926	INDEPENDENT LAB TESTING	542052	5365	490.80
					581.60
MENACKER, NADINE	SEP16	HOME GREETER - SEP 16	101210	5387	200.00
MENONI & MOCOJNI, INC.	1203618	TWINE FOR TREES	102037	5914	33.50
MENONI & MOCOJNI, INC.	1207433	BRUSHES	542051	5421	25.10
					58.60
METROPOLITAN MAYORS CAUCUS	2016-069	ANNUAL DUES - 2015-2016	101210	5330	820.13
MGP, INC	3256	CSR STUDY GROUP - SEP 16	101210	5365	275.00
MGP, INC	3257	GIS STAFFING SERVICES - SEP 16	102110	5375	6,334.17
					6,609.17
MICROSYSTEMS INC	I000075397	SHREDDING OF NON-ESSENTIAL RECORDS - PW	101210	5365	200.00
MICROSYSTEMS INC	I000075427	PW ARCHIVING - FEMA FILES	101210	5365	1,204.58
MICROSYSTEMS INC	I000075428	PW ARCHIVING - PROJECT FILES	101210	5365	432.05
					1,836.63
MIDWEST LEADERSHIP INSTITUTE	5	MIDWEST LEADERSHIP INSTITUTE TRAINING	101210	5210	699.00
MIDWEST METER INC	0082119-IN	WATER METERS	502054	5810	15,581.25

Vendor	Invoice #	Description	Org	Obj	Total Invoice
MOORE LANDSCAPES INC.	28727	TURF MAINT/OCT 16/#10 OF 12	101111	5324	675.73
MOORE LANDSCAPES INC.	28727	TURF MAINT/OCT 16/#10 OF 12	101210	5914	168.93
MOORE LANDSCAPES INC.	28727	TURF MAINT/OCT 16/#10 OF 12	102038	5320	675.73
MOORE LANDSCAPES INC.	28727	TURF MAINT/OCT 16/#10 OF 12	102050	5365	675.73
MOORE LANDSCAPES INC.	28727	TURF MAINT/OCT 16/#10 OF 12	602019	5320	675.73
MOORE LANDSCAPES INC.	28727	TURF MAINT/OCT 16/#10 OF 12	602038	5390	506.82
MOORE LANDSCAPES INC.	28728	LANDSCAPE MAINTENANCE	101111	5324	1,073.74
MOORE LANDSCAPES INC.	28728	LANDSCAPE MAINTENANCE	101210	5914	2,863.32
MOORE LANDSCAPES INC.	28728	LANDSCAPE MAINTENANCE	102037	5914	2,147.50
MOORE LANDSCAPES INC.	28728	LANDSCAPE MAINTENANCE	102038	5320	357.92
MOORE LANDSCAPES INC.	28728	LANDSCAPE MAINTENANCE	602019	5320	357.92
MOORE LANDSCAPES INC.	28728	LANDSCAPE MAINTENANCE	602038	5390	357.93
					<u>10,537.00</u>
MOSCONI - ENRICO LANDSCAPE CONTRACTORS INC	T33219	TREE REMOVAL - LINDEMAN LOT	602019	5322	360.00
MOSCONI - ENRICO LANDSCAPE CONTRACTORS INC	T33220	TREE PLANTING - LINDEMAN LOT	602019	5322	480.00
					<u>840.00</u>
MURRIN, MICHAEL	SEP16	PLUMBING INSPECTIONS (68) - SEP16	101330	5365	4,420.00
MUTUAL SERVICES OF HIGHLAND PARK	150789	HEATER RENTAL	101210	5387	448.00
MUTUAL SERVICES OF HIGHLAND PARK	531587	SUPPLIES - WRF	542052	5470	10.87
MUTUAL SERVICES OF HIGHLAND PARK	532307	HOLE SAW BLADE - WRF	542052	5470	9.89
MUTUAL SERVICES OF HIGHLAND PARK	532491	HOLE SAW BLADE - WRF	542052	5470	9.40
					<u>478.16</u>
NAPA AUTO PARTS - WHEELING	407065	MATS - SQUAD #10	702050	5470	309.80
NAPA AUTO PARTS - WHEELING	407146	STOCK FILTERS	702050	5470	198.94
NAPA AUTO PARTS - WHEELING	407147	STOCK AIR FILTERS	702050	5470	87.30
NAPA AUTO PARTS - WHEELING	407409	PARTS - SQUAD #10	702050	5470	57.65
NAPA AUTO PARTS - WHEELING	407846	LEAF VACUUM PARTS	702050	5470	25.67
NAPA AUTO PARTS - WHEELING	407847	LEAF VACUUM PARTS	702050	5470	23.83
NAPA AUTO PARTS - WHEELING	408054	HARDWARE	702050	5470	9.34
NAPA AUTO PARTS - WHEELING	408127	MESSAGE BOARD BATTERY	702050	5470	565.08
					<u>1,277.61</u>
NESLER, MICHAEL OR FINE, JULIE	558107	TREE APPLICATION REFUND	100001	4232	75.00
NOEH, MICHAEL OR SHARYL	557225	TREE APPLICATION REFUND	100001	4232	75.00
NORTHSHORE UNIVERSITY HEALTHSYSTEM	211500699-091516	PREEMPLOYMENT PHYSICAL EXAM	106010	5363	465.00
ODB COMPANY	0094096-IN	LEAF VACUUM FANS	702050	5470	2,940.00
ODB COMPANY	0094097-IN	LEAF VACUUM HOSES	702050	5470	1,937.54
					<u>4,877.54</u>
OFFICE DEPOT	862960636001	OFFICE SUPPLIES	106010	5450	149.92
OFFICE DEPOT	862960704001	OFFICE SUPPLIES	106010	5450	10.99
					<u>160.91</u>
O'LEARY'S CONTRACTORS EQUIPMENT & SUPPLY	186495	RENTAL/MORIAH CONGREGATION SEWER REPAIR	542031	5310	1,182.00
PASSPORT PARKING INC	4092	MOBILE PAY SERVICES - SEP 16	602019	5390	520.37
PASSPORT PARKING INC	4092	MOBILE PAY SERVICES - SEP 16	602038	5390	520.38
					<u>1,040.75</u>
PERMA-LIFE	1640	REPLACE/REPAIR STEEL BALUSTERS	602038	5322	915.00
PETER BAKER & SON CO.	13443	BLACK TOP	102050	5421	1,033.26
PETER BAKER & SON CO.	13567	ASPHALT	502050	5421	513.06
					<u>1,546.32</u>
PITNEY BOWES	3100568442	QTRLY MAINT: AUG 16 - OCT 16	101111	5337	46.35
PITNEY BOWES	3100568442	QTRLY MAINT: AUG 16 - OCT 16	101210	5337	46.35
PITNEY BOWES	3100568442	QTRLY MAINT: AUG 16 - OCT 16	101330	5337	46.35
PITNEY BOWES	3100568442	QTRLY MAINT: AUG 16 - OCT 16	102010	5337	46.35
PITNEY BOWES	3100568442	QTRLY MAINT: AUG 16 - OCT 16	106010	5337	61.80
PITNEY BOWES	3100568442	QTRLY MAINT: AUG 16 - OCT 16	502010	5337	30.90
PITNEY BOWES	3100568442	QTRLY MAINT: AUG 16 - OCT 16	542010	5337	30.90
					<u>309.00</u>
POMP'S TIRE SERVICE INC	290084789	TIRES - #302	702050	5470	428.36
POMP'S TIRE SERVICE INC	290086018	LEAF VACUUM TIRES	702050	5470	650.00
					<u>1,078.36</u>
PRECISION SERVICE & PARTS INC	30CN021002	BATTERY CORE RETURN CREDIT	702050	5470	(75.00)
PRECISION SERVICE & PARTS INC	30IV107916	SPARK PLUG STOCK	702050	5470	42.36
PRECISION SERVICE & PARTS INC	30IV109117	BRAKES - SQUAD #6	702050	5470	274.40
					<u>241.76</u>
PROGRESSIVE TREE SERVICE	558109	TREE APP RFND 1335 LINDEN AVE	100001	4232	75.00
PROSAFETY INC	2/828360	WORK GLOVES	542052	5130	169.70
QUILL CORPORATION	9461752	OFFICE SUPPLIES - ENG	102110	5450	82.71
QUILL CORPORATION	9475786	OFFICE SUPPLIES - ENG	102110	5450	19.99
QUILL CORPORATION	9517072	OFFICE SUPPLIES - ENG	102110	5450	12.59
					<u>115.29</u>
RADICOM	102378	RADIO MAINTENANCE CONTRACT	176020	5370	12,999.84
RAY O'HERRON CO INC	1653519-IN	SIMUNITION SUPPLIES	106034	5460	257.00
RED WING SHOE STORE	3231	SAFETY BOOTS - FEJES	542010	5130	276.25
RED'S GARDEN CENTER INC	21102	TOPSOIL	102050	5421	264.00
RELIANCE PLUMBING	112869/43442	110 SEQUOIA LN / DEPOSIT REFUND	910000	2410	500.00
RELIANCE PLUMBING	222750/46263	1051 FOREST AV / DEPOSIT REFUND	910000	2423	500.00
					<u>1,000.00</u>

Vendor	Invoice #	Description	Org	Obj	Total Invoice
RUYLE, CLAYTON	558110	TREE APP RFND 1024 WAUKEGAN RD	100001	4232	75.00
SAFARILAND LLC	I010-030667	EVIDENCE SUPPLIES	106034	5460	136.15
SAFARILAND LLC	I010-031195	EVIDENCE SUPPLIES	106034	5460	<u>85.60</u>
					221.75
SAM'S CLUB DIRECT	1083	OPERATING SUPPLIES	101111	5460	194.32
SAM'S CLUB DIRECT	1083	OPERATING SUPPLIES	101330	5460	55.52
SAM'S CLUB DIRECT	1083	OPERATING SUPPLIES	102010	5460	83.28
SAM'S CLUB DIRECT	1083	OPERATING SUPPLIES	102038	5460	83.27
SAM'S CLUB DIRECT	1083	OPERATING SUPPLIES	106010	5460	<u>138.80</u>
					555.19
SCHINDLER ELEVATOR CORP	8104370713	QRTL MAINT/VH ELEV/OCT 16 - DEC 16	101111	5320	862.53
SCHROEDER & SCHROEDER	5224	2016 SIDEWALK REPLACEMENT PROGRAM	222082	5911	16,892.05
SCIARRETTA ENTERPRISES, INC	16-185551	GARBAGE REMOVAL - LAKE COOK RD	102050	5365	900.00
SCIARRETTA ENTERPRISES, INC	16-185552	BRUSH REMOVAL	102037	5365	2,550.00
SCIARRETTA ENTERPRISES, INC	16-185553	DEBRIS REMOVAL- LINDEMAN LOT	102037	5914	450.00
SCIARRETTA ENTERPRISES, INC	16-185564	REPAIR TREE DAMAGED FENCE - PARK AVE	102050	5365	1,838.00
SCIARRETTA ENTERPRISES, INC	16-185570	LANDSCAPE MAINTENANCE - TRAIN STATION	102010	5320	210.00
SCIARRETTA ENTERPRISES, INC	16-185577	PAINT LIGHT POLES	102037	5914	749.63
SCIARRETTA ENTERPRISES, INC	16-185578	PAINT LIGHT POLES	102037	5914	1,560.00
SCIARRETTA ENTERPRISES, INC	16-185579	LANDSCAPE MAINTENANCE - 630 CENTRAL	102050	5365	<u>365.00</u>
					8,622.63
SENIOR ASSISTANCE	8415R6/09022016	HOUSING ASSISTANCE	101210	5382	1,375.00
SLIOZIS, JOHN J	091916	TRAVEL EXPENSE REIMBURSEMENT	106010	5211	39.82
SMALL BUSINESS RESOURCE GROUP	2016.09.24	HARVEST FEST - OPENING BAND	101210	5387	500.00
SMITH, SCOTT AND BRITTANY	09292016	DAMAGE REIMB/BRIARWOOD VISTA PROJ/LARKDALE RD EAST	222082	5910	482.88
SPS THE PRINTING CO INC	4884	PRINTING - BLDG DEPT TEMP USE PERMITS	101330	5335	560.00
SUBURBAN LABORATORIES INC	138237	LEAD TESTING	502031	5365	1,635.00
SUPERIOR ROAD STRIPING INC	630616	DEERFIELD RD PAVEMENT MARKING	222082	5910	15,372.05
T ROBBINS PAINTING CO	092816	LOCKER ROOM CEILING REPAIR	106010	5320	175.00
TER HAAR, JOHN	557745	TREE APPLICATION REFUND	100001	4232	75.00
TERMINAL SUPPLY CO.	51508-00	SHOP SUPPLIES	702050	5470	41.93
THEODORE POLYGRAPH SERVICE	5389	PREEMPLOYMENT POLYGRAPH	106010	5387	150.00
THOMAS ENGINEERING GROUP LLC	10(16-182)	DEERFIELD RD RECON/PH III/082816-092416	222082	5362	250,767.58
THOMAS FLEMING COMPANY	8879	FLAG POLE REPAIR	102010	5320	175.67
THOMAS FLEMING COMPANY	8879	FLAG POLE REPAIR	502010	5320	175.67
THOMAS FLEMING COMPANY	8879	FLAG POLE REPAIR	542010	5320	<u>175.66</u>
					527.00
TOPEL, ELLEN	557440/56733	514 CUMNOR CT / DEPOSIT REFUND	910000	2423	200.00
TRI-TECH FORENSICS INC	136279	EVIDENCE SUPPLIES	106034	5460	85.31
UNITED DISPATCH LLC	34988	TAXI SUBSIDY PROGRAM	101210	5384	4,830.00
UNITED RADIO COMMUNICATIONS INC	103002717-1	ESRN EXPENSE - RADIO REPAIR	930000	2150	570.00
UNITED STATES POSTAL SERVICE	10072016	POSTAGE: D-TALES / NOV/DEC 2016	101210	5337	1,500.00
USA FIRE PROTECTION INC	USA028883	FIRE ALARM REPAIR	101111	5322	481.91
USA FIRE PROTECTION INC	USA028883	FIRE ALARM REPAIR	106010	5322	<u>481.90</u>
					963.81
USABLUEBOOK	058868	SEWER TRACING DYE	542051	5421	467.85
WALGREEN NATIONAL CORP	JUL16	SALES TAX REBATE - JUL 16 SALES	101111	5395	136,842.40
WASTE MANAGEMENT	5833832-2008-9	REFUSE SERVICE - SEP 16	582030	5391	3,811.50
WASTE MANAGEMENT	5837044-2008-7	REFUSE SERVICE - SEP 16	582030	5391	<u>99,918.96</u>
					103,730.46
WEISS, STEVEN OR DANA	558535	TREE APPLICATION REFUND	100001	4232	75.00
WEST SIDE EXCHANGE	W48550	LEAF VACUUM PARTS	702050	5470	238.74
WESTERN REMAC INC	51013	STREET SIGN POSTS	102050	5421	1,341.00
WHOLESALE DIRECT INC	000223329	STROBES - #311	702050	5410	79.80
WHOLESALE DIRECT INC	000223329	STROBES - #311	702050	5470	<u>335.79</u>
					415.59
Total Invoices					\$ 1,019,212.46

Vendor	Invoice #	Description	Org	Obj	Total Invoice
Pre-Paid Checks					
ILLINOIS EMERGENCY SRVCS MNGMNT ASSOC	4086	ANNUAL DUES (REPLACES CK 234196 TO WRONG VC)	106010	5330	25.00
Total Pre-Paid Checks					\$ 25.00
Pre-Paid Wire Transactions					
AUTHORIZE.NET	PSPRTAUTHNET/AUG16	PASSPORT AUTHNET FEES - AUG 16	602019	5390	16.30
AUTHORIZE.NET	PSPRTAUTHNET/AUG16	PASSPORT AUTHNET FEES - AUG 16	602038	5390	16.30
					32.60
BRIGHT START	PR09022016	BS 09/02/2016 PR	730000	2051	883.38
BRIGHT START	PR09162016	BS 09/16/2016 PR	730000	2051	883.38
BRIGHT START	PR09302016	BS 09/30/2016 PR	730000	2051	883.38
					2,650.14
DEERFIELD BANK & TRUST	BAF1010SEP16	BANK ANALYSIS FEE/1010/SEP 16	730000	2801	447.95
DEERFIELD BANK & TRUST	BAF1190SEP16	BANK ANALYSIS FEE/1190/SEP 16	730000	2801	13.06
					461.01
DEERFIELD POLICE PENSION	POLPEN09022016	POLPEN CONTRIBS 09/02/2016 PR	730000	2066	14,511.10
DEERFIELD POLICE PENSION	POLPEN09162016	POLPEN CONTRIBS 09/16/2016 PR	730000	2066	14,590.38
DEERFIELD POLICE PENSION	POLPEN09302016	POLPEN CONTRIBS 09/30/2016 PR	730000	2066	14,609.26
					43,710.74
FEDERAL TAXES	PR09022016	FICA/MC/FIT 09/02/2016 PR	730000	2011	52,844.85
FEDERAL TAXES	PR09022016	FICA/MC/FIT 09/02/2016 PR	730000	2031	29,369.70
FEDERAL TAXES	PR09022016	FICA/MC/FIT 09/02/2016 PR	730000	2032	7,128.60
FEDERAL TAXES	PR09022016	FICA/MC/FIT 09/02/2016 PR	730000	2033	4,203.52
FEDERAL TAXES	PR09162016	FICA/MC/FIT 09/16/2016 PR	730000	2011	52,630.96
FEDERAL TAXES	PR09162016	FICA/MC/FIT 09/16/2016 PR	730000	2031	27,630.28
FEDERAL TAXES	PR09162016	FICA/MC/FIT 09/16/2016 PR	730000	2032	6,877.00
FEDERAL TAXES	PR09162016	FICA/MC/FIT 09/16/2016 PR	730000	2033	4,280.98
FEDERAL TAXES	PR093016	FICA/MC/FIT 09/30/2016 PR	730000	2011	59,589.20
FEDERAL TAXES	PR093016	FICA/MC/FIT 09/30/2016 PR	730000	2031	27,669.16
FEDERAL TAXES	PR093016	FICA/MC/FIT 09/30/2016 PR	730000	2032	7,563.26
FEDERAL TAXES	PR093016	FICA/MC/FIT 09/30/2016 PR	730000	2033	4,282.64
					284,070.15
ICMA	ICMAREG09022016	ICMA REG 09/02/2016 PR	730000	2042	18,195.16
ICMA	ICMAREG09162016	ICMA REG 09/16/2016 PR	730000	2042	18,177.30
ICMA	ICMAREG09302016	ICMA REG 09/30/2016 PR	730000	2042	18,158.13
ICMA	ICMAROTH09022016	ICMA ROTH 09/02/2016 PR	730000	2042	6,610.92
ICMA	ICMAROTH09162016	ICMA ROTH 09/16/2016 PR	730000	2042	6,610.92
ICMA	ICMAROTH09302016	ICMA ROTH 09/30/2016 PR	730000	2042	6,610.92
					74,363.35
ILLINOIS DEPT OF REVENUE	PR09022016	SIT 09/02/2016 PR	730000	2051	12,779.88
ILLINOIS DEPT OF REVENUE	PR09162016	SIT 09/16/2016 PR	730000	2051	12,620.55
ILLINOIS DEPT OF REVENUE	PR09302016	SIT 09/30/2016 PR	730000	2051	13,483.16
					38,883.59
IMRF	IMRFAUG16	IMRF AUG 16	101111	5140	(0.07)
IMRF	IMRFAUG16	IMRF AUG 16	730000	2030	88,031.35
IMRF	IMRFAUG16	IMRF AUG 16	730000	2092	23,460.04
					111,491.32
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	100000	1613	2,759.24
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	100000	2437	700.00
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	100000	2437	1,997.88
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	100000	2437	2,136.77
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	100000	2437	26,351.46
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	100000	2438	59.93
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	100000	2438	104.30
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	100000	2438	20,409.45
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	100000	2439	364.88
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	100000	2439	62,824.38
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	101111	5120	250.00
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	730000	2054	881.50
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	730000	2054	991.53
IPBC	SEP16	MEDICAL/LIFE INSURANCE: SEP 16	730000	2060	169,409.03
					289,240.35
NORTHBROOK BANK & TRUST	PSPRTCC/AUG16	PASSPORT CC FEES - AUG 16	602019	5390	137.81
NORTHBROOK BANK & TRUST	PSPRTCC/AUG16	PASSPORT CC FEES - AUG 16	602038	5390	137.81
					275.62
US BANK	SNKTRSTSEP16	TRUST FEES/SINK ACCT/SEP 16	367072	5369	49.48
US BANK	TRUSTSEP16	TRUST FEES/VILL ACCT/SEP 16	730000	2801	122.22
					171.70
Total Pre-Paid Wire Transactions					\$ 845,350.57
Grand Total					\$ 1,864,588.03

To the Finance Director:

The payment of the above listed accounts has been approved by the Board of Trustees at their meeting held on October 17, 2016 and you are hereby authorized to pay them from the appropriate funds.

(Treasurer)

**COMMITTEE OF THE WHOLE – Minutes of Meeting
October 1, 2016**

The Village Board met as a Committee of the Whole in the Council Chambers of the Village Hall at 9:30 a.m. on Saturday, October 1, 2016. In attendance were:

Village Board

Harriet Rosenthal, Mayor
Alan Farkas, Trustee
Thomas Jester, Trustee
Robert Nadler, Trustee
William Seiden, Trustee
Dan Shapiro, Trustee
Barbara Struthers, Trustee

Staff

Kent Street, Village Manager
Andrew Lichterman, Assistant Village Manager
Barbara Little, Director of Public Works and Engineering
Eric Burk, Finance Director
Jeff Ryckaert, Principal Planner
Brandon Janes, Wastewater Superintendent
David Fitzgerald, Management Analyst
Robert Phillips, Deputy Director of Public Works and Eng.
Justin Keenan, Public Works Analyst
John Sliozis, Police Chief
Clint Case, Code Enforcement Supervisor

Public Comment

None

2017 Budget Overview

Finance Director provided an introduction to the budget. Village staff has been working on the budget since July. The proposed budget was posted for public view at Village Hall and on the Village website. The Budget public hearing will be held November 7, 2016, and the Tax Levy public hearing will be held on November 21, 2016.

Mr. Burk reported the proposed budget includes an additional column showing the 2016 projected amounts compared to the 2017 budget amounts. Trustee Nadler noted he liked the Village being on a calendar-year budget and stated that budget history now lines up better that a few years have passed since making the change.

Mr. Burk reported the property tax levy will be collected in 2017. Last year, the Village moved infrastructure and scavenger funds into the general fund due to speculation of a property tax freeze in Springfield. Although the property tax freeze did not happen, it is still a possibility for that mandate to come from Springfield next year. He noted there is a 4 percent increase in the general fund levy and a 0.42 percent increase in debt service. The combined general fund and debt service levy increase amounts to a \$153,000 increase, with a 4 percent EAV increase. Mr. Burk noted that although the levy is for more money, the actual tax rate would decrease.

Mr. Burk reported that the 2016 general fund out-performed the budget estimate. He noted that \$1.3 million was transferred to the Infrastructure Replacement Fund to cover expenses for Deer Lake Road and Estate Drive, which was unbudgeted.

Mr. Burk reported there will be water and sewer rate increases to keep pace with increases in cost. He noted the water fund has large negative balance. Highland Park will charge a 5 percent wholesale increase, which is the same increase they are charging their own residents. Mayor Rosenthal noted the Highland Park used to determine the Village's rate differently and thinks it would be beneficial to revisit this in a new water contract. Village Manager Street noted that to be effective, the Village should talk to Northbrook about switching water suppliers to have some leverage. He noted this is more of a long-term issue since the Village is currently in a multi-year contract. Trustee Farkas noted that it would be beneficial to have negotiating leverage.

Mr. Burk noted the Village has made significant progress on reducing water loss. A cross-department group has found underground leaks and changed meters at large facilities to be more accurate. He noted the 2017 budget assumes a 20 percent loss ratio to be conservative.

Trustee Farkas inquired about the progress. Deputy Public Works Director Phillips stated the exact amount of water saved is difficult to quantify, as water usage fluctuates month to month; a year of data would be required to show definitive results. He noted that a large leak was found near Portage Pass and some have also been found and repaired during the Deerfield Road reconstruction. Mr. Phillips noted that the Village loses about 550,000 gallons of water per day, which comes out to about \$1 million per year. He noted that the goal is to reduce this amount to 8 percent to meet future anticipated EPA and DNR regulations. He noted that large meters are being tested and being replaced for more accurate readings.

Trustee Jester noted he would like to have quarterly updates on the progress. Trustee Farkas inquired if a faulty meter is found on a hotel, does the village have recourse to recoup lost funds. Trustee Jester stated litigation would be cost prohibitive and a question for the Village Attorney.

Trustee Farkas noted that a major concern for the budget is the on-going uncertainty of state and federal funding. He believes the Village should start planning farther out into the future. He would like every Village department to start cutting operating expenses and create a long-term plan for doing so. Village Manager Street noted that the state pass-through funds are secure through June of 2017. Mayor Rosenthal noted that reconstruction on Kates Road will not start until July, and will not start until all state funding is secure. Trustee Struthers inquired about federal grants the Village is perusing for capital projects. Public Works Director Little noted that Kates Road, Deerfield Road, and North Avenue all have federal matching grants. She noted that new grant opportunities include Illinois Transportation Enhancement grants. She noted that federal grants typically only cover roadway repairs, leaving the Village to cover any related sewer and water infrastructure costs. Trustee Jester noted that there are a number of long-term projects that should be bonded.

Mr. Burk reported that the refuse fund includes a 2 percent user rate increase, mostly to cover the cost of fall leaf collection.

Mr. Burk outlined possible revenue threats, noting that the state budget impasse delayed receipt of funding. He noted that the Village will get all the expected 2016 funding from the state, but he

is not sure for 2017. The state budget in place goes through the end of June, so the first six months of state funds should come in as expected.

Capital Projects

Mr. Burk outlined the past capital plans and looked at funding moving forward. He noted that the Village issued \$10 million in bonds in 2015 for capital projects through 2017. He noted the Village's infrastructure replacement fund generates about \$1.5 million each year and motor fuel tax dollars bring in an additional \$500,000 each year. He noted there is no shortage of capital improvement projects and stated the proposed Capital Plan would require \$2.5 million in new funds to cover the proposed 2017 program. He stated that the Village has strategically drawn from its fund balance reserve to 45 percent. The fund balance reserve policy calls for a minimum balance of 40 percent. Trustee Struthers stated she did not want to go lower in the fund balance reserve. Mr. Burk noted that if the Village opts to bond for work this year, it could save approximately \$300,000 by refinancing the 2008 bond issuance. He noted that if the Village is contemplating issuing additional bonds it would be most efficient to couple the refinance with the new issuance.

Mayor Rosenthal stated she believes the proposed tax levy increase of 4 percent is too high. She stated that a food and beverage tax would provide relief on property tax and spread that tax burden to non-residents who eat in town. She stated that services and food sales are the growth areas now due to reduced sales tax because of online competition to brick and mortar stores. She reported that surrounding communities all have a similar tax at approximately 1 percent. Mr. Burk noted that the increase in the tax levy captures the growth in the equalized assessed value from the AMLI and Woodview developments. Trustee Jester stated the property tax rate would go down in either scenario. Trustee Struthers stated that she would favor a food and beverage tax to replace falling sales tax revenues. Trustee Farkas stated that he sees a food and beverage tax as a short term fix to replace diminished sales tax revenues. Trustee Farkas inquired about a residential lease tax. Village Manager Street stated that the Village investigated this in the past and it is unclear if the Village has the statutory authority to do that. Trustee Struthers noted that every resident is concerned about the bottom line on their property tax bill. Trustee Farkas stated that people don't have as much money to go around as they used to. Mayor Rosenthal stated that the food and beverage tax would be beneficial because it isn't just a tax on residents, it's also a tax on everyone who eats in town.

Trustee Farkas stated that he does not think the Village has made tough cuts over the past few years. Trustee Seiden stated residents have high property taxes in the Village due to the schools' property tax burden. He noted that is why property taxes are rising. He stated that residents complain to him more about getting roads fixed than a small increase in their property tax.

Mayor Rosenthal stated that the Village Board needs to show responsibility, whether it's a dollar or a \$1 million, and that our residents need to know that raising property taxes is not something we take lightly.

Director Little reviewed the proposed capital projects and different scenarios based on funding level. Mayor Rosenthal inquired about all of the factors that go into a road's surface condition

rating. Ms. Little stated that surface condition, subbase condition, curb & gutter, sidewalk condition, and volume of traffic are all taken into consideration.

Trustee Farkas inquired if the relative importance of the road is taken into consideration, as some are collector streets and some are less traveled. He also inquired if the Village could add work on to projects after they go to bid. Mr. Phillips stated that the state no longer permits this when MFT funds are used. Trustee Farkas inquired when the projects would go to bid. Mr. Phillips stated staff would start preparing bid documents in November to go out to bid in February or March.

Trustee Jester inquired about water and sewer infrastructure in the proposed capital plan. Mr. Phillips stated that sanitary sewer and manhole improvements are included in each year.

Director Little noted that the Brierhill Road project is slated for next year at a cost of \$2 million. She noted it has the oldest water main still in use in the Village and that repairs are needed. Trustee Seiden inquired why the Village is paying to improve the road. Manager Street noted it is a public road and was built as a public road, so it is the Village's responsibility.

Trustee Farkas inquired what projects and funding costs are projected beyond 2019. He asked if there is a large backlog of projects, or if projects will start to level off. Mr. Phillips noted that a few more years of aggressive capital improvements are recommended. Trustee Struthers noted that she gets more complaints about streets than anything else.

Mr. Burk stated that in order to complete the projects proposed in 2017, another \$2.5 million in funding is needed. Trustee Jester stated that there is easily \$2.5 million in bondable items in the capital plan, citing water deficiencies and I/I. He believes those should be bonded.

Director Little reported on the Kates Road bridge project. Mayor Rosenthal noted the project won't start until July, when grant funds are confirmed. Mr. Phillips noted that the project's total cost is \$2.5 million, with the local share at \$500,000 due to grant funding. Ms. Little inquired if the Village should change the name to Pfingsten Road. Mayor Rosenthal believes the name change makes sense.

Director Little reviewed local flooding problems at various locations and engineering solutions. Mr. Phillips stated the problems are due to heavier rains and some larger homes connecting to the system. Mr. Phillips noted that the Village requires homeowners to pay for the portion of work that is done on their property. Trustee Farkas stated this is an area that we need more long-term planning.

Trustee Nadler inquired if the proposed Lake Cook Road median plantings could get funding support from corporate sponsorships. Director Little noted the project could be eligible for state transportation enhancement funds, which could cover up to 80 percent of the project.

Trustee Jester discussed the new phosphorous levels required for the WRF. He believes the Village produces a very minimal amount of phosphorous and that the Village should meet the same levels as the North Shore Sanitary District and the MWRD.

C.O.W – October 1, 2016

Director Little reviewed sewer lining work in the capital plan. Trustee Jester stated he would like to see sewer lining be a bonded capital improvement project. He noted he would like to see a focus on reducing inflow and infiltration, including from private property. He noted homes that are not in compliance with their sump pumps would be required to disconnect upon sale of the home. Mr. Lichterman noted that an ordinance to do this has been drafted and is awaiting attorney review. Trustee Farkas inquired if there is a way to incentivize residents to fix this problem sooner than when they sell their home. Mayor Rosenthal noted that this would require resident education when the ordinance comes to the board. Director Little noted that three million gallons come from the northern portion of the Village from cross-connected sump pumps each storm, accounting for one-third of the total flow.

Following a detailed review of the proposed 2017 capital program, Mayor Rosenthal noted that there was not a lot of discussion about cutting projects, as they most are overdue. She noted that the Village Hall parking lot project could be pushed back until the northwest quadrant plan implemented and interim patching could be made in the meantime. Trustee Farkas inquired about selling unused property owned by the Village, such as unimproved alleys and other parcels. He also suggested that the Village look into billboards. Trustee Struthers noted she would be in favor of receiving money from billboards along the expressway. Manager Street stated he will get an updated proposal on billboards as a revenue source.

Manager Street noted that staff is looking for direction from the Village Board to bring back an updated capital plan. Mayor Rosenthal reiterated that she would not like to see an increase in the tax levy. She asked staff to put together a list of projects that would be appropriate to bond. The Board was willing to further consider a 1 percent food and beverage tax as a possible revenue source to support infrastructure improvements, particularly in light of the changing retail market. Trustee Seiden thanked staff for doing a good job on putting together the capital plan. Trustee Nadler noted that now is a good time to bond projects due to the economy and low interest rates.

Trustee Seiden made a motion to adjourn. Trustee Nadler seconded the motion.

The meeting adjourned at 12:13 p.m.

Respectfully submitted,
David Fitzgerald,
Management Analyst

October 4, 2016

The regular meeting of the Board of Trustees of the Village of Deerfield was called to order by Mayor Harriet Rosenthal in the Council Chambers of the Village Hall on October 4, 2016 at 7:30 p.m. The clerk called the roll and announced that the following were:

Present: Harriet Rosenthal, Mayor
Alan Farkas
Thomas Jester
Robert Nadler
Dan Shapiro
Barbara Struthers

Absent: William Seiden

and that a quorum was present and in attendance. Also present were Kent Street, Village Manager and Village Attorney Peter Coblentz.

PLEDGE OF ALLEGIANCE

Andrew Parpala, Clint Smith and Salma Abdul-Ghani from CVS led those in attendance in reciting the Pledge of Allegiance. Mayor Rosenthal thanked CVS for their generous donation of feminine products to help the homeless. Deerfield is the first community to participate with DoSomething.org in the national campaign, Power to the Period. Mayor Rosenthal thanked CVS, Trustee Struthers and the many members of the community and businesses that supported this wonderful cause.

PROCLAMATION

Mayor Rosenthal proclaimed the month of October 2016 as Domestic Violence Awareness Month in the Village of Deerfield. She encouraged residents to raise awareness of the societal problem of domestic violence.

Trustee Struthers moved to accept the Proclamation. Trustee Farkas seconded the motion. The motion passed unanimously on a voice vote.

Deborah Zions from Shalva accepted the Proclamation.

DEERFIELD ROAD UPDATE

Engineering Technician Tyler Dickenson reported the downtown and underpass has been opened. The contractors will be working on installing ADA compliant ramps within the next few weeks. Once the two southern lanes have been completed, traffic will be moved to the new lanes. The contractor is working around the clock to further progress. The right-turn lane on Waukegan to Deerfield will be opened for the weekend.

MINUTES OF PREVIOUS MEETING

Trustee Farkas moved to approve the minutes from the September 19, 2016, Board of Trustees meeting. Trustee Struthers seconded the motion. The motion passed unanimously on a voice vote with Trustee Nadler abstaining.

TREASURER'S REPORT

Village Treasurer Eric Burk presented highlights

from the Treasurer's Report representing two-thirds of the year. Non-home rule sales tax net of rebate increased over last month and the same period for the past two years. Sales tax decreased from last year but was the same as two years ago. The second installment of property taxes came in. Water and sewer billing increased. Hotel tax is consistent. Electric utility tax increased from last month but lags for the year. The state income tax shows no revenue, as payments were received early. Building permit revenue exceeds projections as well as the same period last year. Expenditures include the infrastructure programs and a police vehicle purchase.

BILLS AND PAYROLL

Trustee Struthers moved to approve the Bills and Payroll dated October 4, 2016. Trustee Farkas seconded the motion. The motion passed by the following vote:

AYES: Farkas, Jester, Nadler, Shapiro, Struthers (5)

NAYS: None (0)

PUBLIC COMMENT

Andrew Marwick, 442 Kelburn, noted that a the developer of Deerfield Square came in front of the Plan Commission regarding redeveloping the Biaggi's building. The developer indicated in a pre-filing conference that he wanted to tear down the building. Mr. Marwick noted that when the development was initially approved, the developer promised an upscale restaurant. Mr. Marwick does not believe dividing the Biaggi's space into stores would be good for the Village. Mayor Rosenthal noted business owners inform the Village about the retail climate. She noted the owners of Deerfield Square had a 10-year lease with Biaggi's that could be broken after 5 years. Biaggi's chose to break their lease. Mayor Rosenthal noted the Village is informed about the situation.

REPORTS

REPORT AND RECOMMENDATION OF THE PLAN COMMISSION RE: REQUEST FOR A SPECIAL USE FOR A SELF-IMPROVEMENT FACILITY FOR SHRED415 AT 636 DEERFIELD ROAD (BENSENVILLE ASSOCIATES LLC AND SHRED415 DEERFIELD LLC

Mr. Street reported the Plan Commission held a Public Hearing on September 8, 2016 to consider a request for a Special Use for a self-improvement facility to be located at 636 Deerfield Road. He noted the petitioners indicated their business is primarily appointment based, but they also accept walk-in customers. The Plan Commission voted 4-0 in favor of the request.

Mayor Rosenthal indicated she is a little disappointed that the first business going into the new building is a not a sales-tax-producing business. She hopes the rest of the building will produce sales tax. Larry Freedman, attorney for the petitioner, stated the northern end of the building is more for service businesses while the southern end is for sales-tax-producing businesses. Trustee Struthers reminded the petitioner that the Village has a first floor retail ordinance.

Trustee Shapiro moved to accept the report and recommendation of the Plan Commission. Trustee Farkas seconded the motion. The motion passed by the following vote:

AYES: Farkas, Jester, Nadler, Shapiro, Struthers (5)

NAYS: None (0)

REPORT AND RECOMMENDATION OF THE PLAN COMMISSION RE: REQUEST FOR AN EXCEPTION TO THE APPROVED SIGN CRITERIA FOR THE CHARLES IFERGAN COMMERCIAL PLANNED UNIT DEVELOPMENT TO ALLOW A NEW EAST WALL SIGN FOR AMERICAN MATTRESS AT 360 LAKE COOK ROAD	The Plan Commission held a Public Hearing to consider the request for an exception to the approved Sign Criteria for the Charles Ifergan Planned Unit Development to allow a new east wall sign for American Mattress at 360 Lake Cook Road. The Plan Commission voted 4-0 in favor of the request. Mr. Street indicated the Appearance Review Commission also recommended approval of the exception during their workshop meeting on August 23, 2016.
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Trustee Nadler moved to accept the report and recommendation of the Plan Commission. Trustee Farkas seconded the motion. The motion passed by the following vote:

AYES: Farkas, Jester, Nadler, Shapiro, Struthers (5)

NAYS: None (0)

REPORT AND RECOMMENDATION OF THE PLAN COMMISSION RE: REQUEST FOR APPROVAL OF A SPECIAL USE TO CONSTRUCT A CAFÉ IN THE EXISTING BUILDING AT SIX PARKWAY NORTH	Mr. Street reported the Plan Commission held a Public Hearing on September 22, 2016, to consider the request for approval of a Special Use to construct a café in the existing building at 6 Parkway North. The Plan Commission voted 5-0 in Parkway North.
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Trustee Farkas moved to accept the report and recommendation of the Plan Commission. Trustee Struthers seconded the motion. The motion passed by the following vote:

AYES: Farkas, Jester, Nadler, Shapiro, Struthers (5)

NAYS: None (0)

REPORT AND RECOMMENDATION OF STAFF RE: CREATING A NEW CLASS C LIQUOR LICENSE FOR PORTILLO'S	Jose Vasquez, General Manager of Deerfield Portillo's, thanked the Village for all their support. He indicated they hope to open the restaurant on November 16, 2016. Mr. Vasquez explained would like the liquor license for beer and wine only.
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Trustee Farkas moved to accept the report and recommendation of staff. Trustee Nadler seconded the motion. The motion passed by the following vote:

AYES: Farkas, Jester, Nadler, Shapiro, Struthers (5)

NAYS: None (0)

CONSENT AGENDA

ORDINANCE CHANGING THE NAME OF THE MANPOWER COMMISSION TO THE VOLUNTEER ENGAGEMENT COMMISSION – 1R An Ordinance authorizing changing the name of the Manpower Commission to the Volunteer Engagement Commission. First Reading.

Mayor Rosenthal indicated this would stand as a First Reading of the Ordinance.

OLD BUSINESS

ORDINANCE INCLUDING THE NORTHWEST QUADRANT MASTER PLAN AS AN AMENDMENT TO THE COMPREHENSIVE PLAN OF THE VILLAGE OF DEERFIELD – 1R An Ordinance including the Northwest Quadrant Master Plan as an Amendment to the Comprehensive Plan of the Village of Deerfield. First Reading.

Manager Street reported that Trustee Seiden suggested reinforcing the priority of the Northwest Quadrant stakeholders report. He provided wording to address the matter that was distributed to the Board. Village Attorney Coblenz will review the ordinance prior to the second reading. Mayor Rosenthal indicated this would stand as a First Reading of the Ordinance.

ORDINANCE O-16-20 ADOPTING THE 2016 VILLAGE OF DEERFIELD APPEARANCE CODE – 2R An Ordinance adopting the 2016 Village of Deerfield Appearance Code. Second Reading. Mayor Rosenthal indicated they added a table of contents, as requested by the Trustees.

Trustee Nadler questioned the call for two-foot minimum foot candles in commercial parking lots. He suggested increasing the minimum to three feet. Village Planner Jean Spagnoli stated that the two-foot minimum was increased from the illuminating engineer's report, which suggested a 1.5-foot candle minimum. Trustee Nadler questioned whether there was any consideration to have a requirement for LED. Ms. Spagnoli explained the recommendation is to stay away from mercury and high pressure sodium bulbs. Trustee Nadler questioned including branding colors in signage. Ms. Spagnoli noted this is part of the existing Zoning Ordinance. Trustee Struthers noted petitioners can always go through the appeal process.

Trustee Shapiro moved to adopt the Ordinance. Trustee Struthers seconded the motion. The motion passed by the following vote:

AYES: Farkas, Jester, Nadler, Shapiro, Struthers (5)

NAYS: None (0)

NEW BUSINESS

AUTHORIZATION TO EXECUTE THE IT CYBER SECURITY GROUP MEMBERSHIP AGREEMENT IT Systems Coordinator Matt Weiss reported this is a no-cost, voluntary membership. The only requirement is to execute the membership agreement.

Trustee Farkas moved to authorize execution of the IT Cyber Security Group membership agreement. Trustee Nadler seconded the motion. The motion passed by the following vote:

AYES: Farkas, Jester, Nadler, Shapiro, Struthers (5)

NAYS: None (0)

AUTHORIZATION TO IMPLEMENT DESKTOP VIRTUALIZATION PROJECT Mr. Weiss reported the replacement of the Village's aged desktop computers for a virtualization project was budgeted for 2016. Mr. Weiss believes the virtualization project is a better way to go. This centralizes the computing power to the data center and converts the endpoints into access terminals. The anticipated result would be streamlined deployment of endpoints and software and faster repair of desktop-level issues for users. Mr. Weiss noted this project would extend the life of the existing desktop hardware to 2018. He indicated the cost for the project, including the multiple components, would be \$64,076.04. The budgeted amount is \$80,000.

Trustee Struthers moved to authorize implementation of the desktop virtualization project in an amount not to exceed \$64,076.04. Trustee Jester seconded the motion. The motion passed by the following vote:

AYES: Farkas, Jester, Nadler, Shapiro, Struthers (5)

NAYS: None (0)

DISCUSSION

NEW WEBSITE Trustee Farkas requested staff prepare a report on feedback on the new Village website. He suggested proactively marketing the new website, as well.

PUBLIC ART PROGRAM Mayor Rosenthal thanked the Fine Arts Commission for their work on the public art program. She noted there are 16 pieces of art being displayed throughout the Village.

PERScription DRUG DROP BOX Mayor Rosenthal and Mr. Street attended a kick-off for the prescription drug take-back kiosk at the Walgreens in Waukegan. There are kiosks in the Deerfield, Buffalo Grove and Waukegan Walgreens locations.

HARVEST FEST Mayor Rosenthal thanked everyone that worked so

hard to make Harvest Fest such a success.

RIBBON CUTTING

Mayor Rosenthal noted there will be a ribbon cutting at DAO Sushi on October 6, 2016 at 2:30

p.m.

COMMITTEE OF THE WHOLE

Mr. Street reported there will be a Committee of the Whole meeting on November 13, 2016 from 6:00

pm to 9:00 pm to review the budget.

EXECUTIVE SESSION

Trustee Nadler moved to go into Executive Session pursuant to Section 2 (c)(1) and 2(c)(2) of the Open

Meetings Act. Trustee Struthers seconded the motion. The motion passed by the following vote:

AYES: Farkas, Jester, Nadler, Shapiro, Struthers (5)

NAYS: None (0)

ADJOURNMENT

There being no further business or discussion, Trustee Farkas made a motion to adjourn to

Executive Session. Trustee Jester seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:20 p.m.

The next regular Board of Trustees meeting will take place on October 17, 2016, at 7:30 p.m.

APPROVED:

Mayor

ATTEST:

Village Clerk

REQUEST FOR BOARD ACTION

Agenda Item: 16-99

Subject: Report and Recommendation of Family Days Commission re: 2016 Family Days Report and 2017 Budget

Action Requested: Approval of Recommendation

Originated By: Family Days Commission

Referred To: Mayor and Board of Trustees

Summary of Background and Reason for Request

At its October 5, 2016, meeting, the Family Days Commission reviewed its 2016 revenues and expenses and unanimously recommended a budget for Family Days 2017. The Report and Recommendation is attached.

Reports and Documents Attached:

2016 Report
2017 Budget

Date Referred to Board: October 17, 2016

Action Taken _____

TO: Kent Street, Village Manager
FROM: Justin Keenan, Public Works Analyst
DATE: October 11, 2016
SUBJECT: Family Days 2016 Report and 2017 Budget



Background

At its October 5, 2016, meeting, the Family Days Commission reviewed its 2016 revenues and expenses and unanimously recommended a budget for Family Days 2017. The proposed budget was drafted by using expenses and revenues from 2016 and incorporates ways to improve the event's quality, reduce costs and improve fundraising.

Family Days 2016 Report

The Family Days Commission continues to provide a high-quality, family-friendly event that engages the Deerfield community. Furthermore, the Family Days Commission also does a great job in balancing expenses and revenues to make Family Days not just a great community event, but also a fiscally responsible one. In 2016, Family Days expenses totaled \$60,274 with revenues of \$54,303. Expenses less revenues put the net cost of the event at \$5,971 which is the lowest it has ever been.

Family Days 2017 Budget

The proposed budget unanimously recommended by the Family Days Commission takes into account multiple exciting changes planned for 2017. The budget for amusement rides has been increased to cover the cost of adding more rides for the 4th of July. This will help decrease the long lines for rides last year due to high demand. The budget for the firework show has also been slightly increased to amplify the quality of the show.

Family Days Parade

The parade route will revert back to the original path used before the start of Deerfield Road construction.

Conclusion

The budget recommended by the Family Days Commission for Family Days 2017 is included on the following in this packet. Public Works Analyst Justin Keenan and Family Days Commission co-Chair Barbara Reich will be present at the October 17, 2016, Village Board meeting to answer any questions.

Proposed 2017 Family Days Budget

Expenses	Budgeted 2016	Actual 2016	Proposed 2017
Fireworks	\$10,000	\$10,000	\$11,000
Signs/Banners	\$500	\$713	\$500
Raffle	\$700	\$684	\$700
Brochure	\$4,700	\$4,811	\$4,900
Parade	\$17,000	\$17,917	\$17,500
Rotary Race	\$4,250	\$4,134	\$4,250
Bike Parade/Dog Show/Poster Contest	\$350	\$211	\$300
Flower Show	\$100	\$103	\$100
Stage	\$1,950	\$1,950	\$1,950
Petting Zoo	\$1,500	\$1,500	\$1,500
Rides	\$11,100	\$11,100	\$13,200
D.J/Music Entertainment	\$2,000	\$1,200	\$1,200
Park District Overtime	\$2,500	\$2,196	\$2,500
Miscellaneous	\$200	\$1,180	\$600
Restrooms	\$2,500	\$2,500	\$2,500
Silent Auction	\$75	\$65	\$75
Arts & Crafts	\$50	\$10	\$50
Total	\$59,475	\$60,274	\$62,825

Proposed 2017 Family Days Budget

Revenues	Budgeted 2016	Actual 2016	Proposed 2017
Parade	\$3,200	\$3,650	\$3,500
Rotary Race	\$6,000	\$6,780	\$6,500
Water Bill Donations	\$5,000	\$4,272	\$4,200
Wrist Band Sales	\$12,000	\$13,418	\$13,000
Corp Sponsors	\$16,000	\$18,400	\$17,500
Corp. Booths	\$1,500	\$1,450	\$1,500
Arts & Crafts	\$2,000	\$2,170	\$2,000
Silent Auction	\$1,500	\$1,498	\$1,500
Glow Item Sales	\$450	\$400	\$400
Food Vendors	\$1,500	\$1,880	\$1,500
Fundraising			\$2,500
Misc.	\$300	\$385	\$300
Total	\$51,500	\$54,303	\$54,400

REQUEST FOR BOARD ACTION

Agenda Item: 16-107

Subject: Report and Recommendation of the Plan Commission re: Request for Changes to the Permitted and Special Uses in the C-1 Village Center Zoning District and the C-3 Limited Commercial Office District

Action Requested: Approval of Recommendation

Originated by: Plan Commission

Referred to: Mayor and Board of Trustees

Summary of Background and Reason for Request:

The Plan Commission held two workshop meetings (on June 9, 2016 and June 30, 2016) and a public hearing on September 22, 2016 to consider changes to the C-1 Village Center district which has a first floor retail ordinance in place and the C-3 Limited Commercial Office District to ease some of the existing use regulations in these zoning districts. All of the property owners in the C-1 and C-3 Zoning Districts were notified of the public hearing. The Plan Commission believes these changes are appropriate as the retail environment is changing with the tremendous growth of e-commerce. They believe the proposed changes to allow certain smaller Special Uses to become Permitted Uses will have a positive impact on the downtown without adversely impacting the parking and traffic.

Reports and Documents Attached:

Report and Recommendation
Public Hearing and Workshop Minutes 9/22/16
Workshop Minutes 6/30/16, 6/9/16
C-1 Village Center Map
Zoning Map
C-1 & C-3 Existing Permitted & Special Uses
Sizes of Existing Uses in Deerfield
International Council of Shopping Centers (ICSC) Data
Email from Plan Commissioner Robert Benton
Letter from CRM Properties

Date Referred to Board: October 17, 2016

Action Taken: _____

RECOMMENDATION

TO: Mayor and Board of Trustees

FROM: Plan Commission

DATE: September 22, 2016

RE: Proposed Changes to the C-1 Village Center Zoning District.

We transmit for your consideration a recommendation adopted by the Plan Commission on the request for Text Amendments to the C-1 Village Center District to update the uses in this zoning district. The Plan Commission held two workshop meetings (on June 9, 2016 and June 30, 2016) and a public hearing on September 22, 2016 where testimony and documentary evidence were presented in support of the request. A copy of the public hearing and workshop minutes are attached.

In support of its request, the Plan Commission makes the following findings of fact and conclusions:

FINDINGS OF FACT

Background

At the present time, the Village has a first floor ordinance which requires all uses on the first floor in the C-1 Village Center District to be retail (the selling of merchandise to the customer), unless a Special Use is approved for non-retail uses as listed in the Zoning Ordinance. This ordinance has been in place since 1989. The intent of the first floor/ground floor retail ordinance was to create a shopping environment in the Village Center where customers can shop from store to store. The Village did not want the first floor of the downtown to become dominated by office uses (real estate office, professional offices such as a financial broker or architect, medical offices, dentist offices, insurance agents, etc.) and other non-retail uses such as dry cleaners, beauty shops, and other service uses that did not provide much pedestrian activity and foot traffic in the downtown. Only the downtown (and not the C-2 outlying commercial district) has the first

floor retail ordinance as the downtown is a more compact area more conducive to pedestrian traffic.

The current first floor retail ordinance allows only retail uses on the ground floor as a Permitted Use in the C-1 Village Center. Service and office uses are allowed to locate as a Permitted Use only if they locate above the ground floor. If a service or office use wants to locate on the ground floor in the C-1 Village Center District, a Special Use must be granted, which involves a public hearing with the Plan Commission, and ultimate approval of the use by the Mayor and Village Board. Additionally, the Appearance Review Commission (ARC) reviews all signage, exterior building changes, and other exterior changes proposed in the Village Center for both Permitted Uses and Special Uses. The Special Use process was streamlined a couple years ago by eliminating the VCDC from reviewing the Special Uses in the Village Center. The Village Center Development Commission (VCDC) was repurposed into the Village Center Commission (VCC) in 2014 and is now an idea commission focusing on promoting and enhancing the Village Center with events, promotions, and attractions so the downtown is attractive, lively, well maintained, and a great place to shop and dine. The Village also streamlined signage approval a couple of years ago by allowing the ARC to review signage that goes above the roof deck by up to 3 feet without the need for a public hearing with the Plan Commission. Additionally, where possible, the Plan Commission also takes up quite a few items by substantial conformance which saves the applicant time as there is no public hearing and no ordinance for changes to the PUD.

Attached to this recommendation is the current list of Permitted Uses and Special Uses in the C-1 Outlying Commercial District, an aerial photo of the C-1 Village Center District that lists all current businesses located on the first floor in the Village Center District, and a zoning map of the C-1 Village Center District (red).

Summary of Plan Commission Two Workshop Meetings

Based on discussions at the two Plan Commission workshop meetings this summer (both sets of minutes are attached), the Plan Commission is considering changes to the C-1 Village Center District including:

- Allowing smaller restaurants, cafes, coffee shops, bagel shops, and similar operations (currently Class B Special Uses) of under 3,000 square feet, including the outdoor seating areas, to become Permitted Uses. Restaurants, cafes, coffee shops, tea shops, bagel shops, and similar operations over 3,001 square feet in area or greater would be a Class B Special Use. Note: If the changes associated with the new use results in significant changes to the site plan, then the property owner will need to hold a public hearing with the Plan Commission for these changes and depending on these changes, could be done as substantial conformance instead of a public hearing. For example a couple of years ago, Subway and Mod Pizza were under 3,000 square feet (C-2 District) but they still had to go to the Plan Commission for an amendment to the PUD for the major changes they were making to the site plan.
- Allowing smaller office and service uses (currently Class A Special Uses) under 1,500 square feet to become Permitted Uses.
- Allowing self-improvement facilities uses (currently Class B Special Uses), including physical exercise and fitness training facilities, sports training schools, learning/tutoring centers and martial arts schools under 2,500 square feet to become Permitted Uses.
- Adding a massage service establishment as a Class A Special Use.
- Adding new uses to the Permitted Use list (e.g. candle store, party supply store, cellular phone store, vitamin and supplement store.) The list of uses to be added to the Permitted Use list is below.
- Adjusting the current verbiage/wording of the use categories to better reflect today's uses. The verbiage/wording adjustment is shown in the chart below.

Recall that a Class A Special Use is a Special Use on the first floor of the C-1 District, but the use is a Permitted Use when located above the first floor. A Class B Special Use is a Special Use in all locations whether on the first floor or the second floor.

The following uses are the new uses to be added to the Permitted Use list in the C-1 Village Center Zoning District (These uses would be a Permitted Use in all locations up to 10,000 square feet in the Village Center, both on the ground floor and above the ground floor. The notes in parentheses and italics elaborate on or indicate examples of what staff was thinking for the particular type of use.)

- Apparel and Accessories Stores. *Currently, under “wearing apparel stores”*
- Baby and Children’s Products and Apparel Stores.
- Beauty Products, Cosmetics, Perfumes and Soaps Stores, except those beauty supply stores which sell products which can only be purchased by a customer possessing a state license.
- Bedding and Mattress Stores. *(this category was added because this use did not fit neatly into an existing category)*
- Bridal and Formalwear Stores.
- Camera and Photograph Supply Stores and Photographic Studios.
- Candle and Wax Stores.
- Cellular Phone and Mobile Device Stores.
- Comic Book Stores.
- Costume, Clothing and Theater Prop Sales Stores.
- Dancing and Gymnastics Supplies and Apparel Stores.
- Electronics Stores, including ancillary electronics repair *(retail sales of televisions, home entertainment systems, home gaming systems, computers, tablets, MP3 players, music, movies, video games, etc.)*
- Exercise Equipment Sales.
- Frozen Dessert Stores.
- Home Decorating and Home Goods Retail Stores.
- Musical Instrument Sales and Repair, Sheet Music, and Musical Recordings
- Party Supply Stores.
- Pet Supply Stores.
- Restaurants, Cafes, Coffee Shops, Tea Shops, Bagel Shops, and Similar Operations of 3,000 square feet in area or less, including the square footage of any outdoor seating area, and not including a drive-thru. *(Currently, all restaurants are Special Uses and any outdoor seating areas are Special Uses. Retailer Fact Sheets from the International Council of Shopping Centers (ICSC) indicate that many restaurants, cafes, coffee shops and tea shops are looking for spaces of 3,000 s.f. in area or less - some examples from ICSC are Starbucks, Argo Tea, Five Guys, Potbelly’s, Jimmy Johns, Jersey Mike’s Subs, Protein Bar, Red Robin, and Roti Mediterranean Grill; attached are a few ICSC Retailer Fact Sheets. Under the proposed Text Amendment, restaurants, cafes, coffee shops, tea shops, bagel stores and similar operations of 3,000 s.f. or less, including the*

square footage any outdoor seating area and not including a drive-thru, would be able to go into a space in the C-1 District as a Permitted Use.) These types of uses also generate sales tax for the Village. If for example, a restaurant has 1 million in sales annually, the Village's annual sales tax is \$20,000 from the Village's portion of the sales tax which is 2% (1% sales tax back from the State, and 1% home rule sales tax).

- Specialty food retail stores of 3,000 square feet in area or less (e.g. tea, coffee, oils and vinegars, cheeses, etc. Examples of such stores are Teavana in Northbrook Court; The Coffee & Tea Exchange in Chicago; Pastoral Artisan Cheese, Bread and Wine in Chicago; and Oh, Olive! in Libertyville and Glenview)
- Vitamin and Supplement Stores.

Class B Special Use to Add to the Current C-1 Zoning District (These uses would be a Special Use in all locations in the Village Center. The italics is an explanation)

- Massage services establishments (*Currently, massage services are not allowed as a freestanding use in the C-1 District; massage services are only allowed when ancillary to a chiropractor, physical therapy facility, or beauty shop. Adding massage establishments as a Special Use would allow freestanding massage services establishments such as Massage Envy or Heavenly Massage to pursue Special Use approval in the C-1 Village Center District. Note: Deerfield previously licensed massage therapists, but about 10 years ago the Village was no longer allowed to license massage establishments/therapists and they are licensed through the State of Illinois.*)

Since a restaurant and a specialty food store up to 3,000 square feet are proposed to be a Permitted Use, when these uses are over 3,001 square feet they will need to be a Class B Special Use:

- Restaurants, cafes, coffee shops, tea shops, bagel shops, and similar operations of 3,001 square feet in area or greater, including the square footage any outdoor seating area
- Specialty food retail stores of 3,001 square feet in area or greater.

The following chart indicates proposed wording changes to an existing category in the C-1 Village Center District to better reflect today's uses

<u>Current Text in C-1 District (Current Category)</u>	<u>Suggested Text Change or Deletion (Proposed Category)</u>	<u>Permitted or Special Use</u>
Camera and Photograph Supply Stores	Camera and photograph supply stores and photographic studios.	Permitted Use
Ice cream and yogurt stores, but not including those operations which sell a wide variety of other non-ice cream or yogurt menu items	Frozen dessert stores including outdoor seating areas up to 250 square feet in area (<i>includes ice cream, ice cream cakes, frozen yogurt, Italian ice, and other frozen desserts</i>)	Permitted Use
Luggage and Suitcase Store	Delete (<i>already covered by "Leather goods and luggage stores"</i>)	Permitted Use
Musical instruments, sales and repair	Musical instrument sales and repair, sheet music, and musical recordings	Permitted Use
Newspaper and Magazine Store	Delete (<i>already covered by "Magazine and newspaper stores"</i>)	Permitted Use
Pet shops	Pet supply stores	Permitted Use
Phonograph record, tape and sheet music stores	Delete (<i>can be covered by "Musical instrument sales and repair, sheet music, and musical recordings" listed above</i>)	Permitted Use
Radio and television sales	Delete (<i>can be covered by "Electronics stores" suggested above as a Permitted Use</i>)	Permitted Use
Wearing apparel stores	Apparel and accessories stores (<i>"wearing apparel stores" is awkward wording</i>)	Permitted Use
Blueprinting and photocopy establishments	Photocopy establishments	Class A Special Use

<u>Current Text in C-1 District (Current Category)</u>	<u>Suggested Text Change or Deletion (Proposed Category)</u>	<u>Permitted or Special Use</u>
Dry cleaning and laundry establishments, including self-service, coin-operated equipment; provided that the floor area devoted to any one such establishment (including floor area devoted to accessory uses as well as the principal use) shall not exceed 2,000 square feet.	Dry cleaning and laundry establishments; provided that the floor area devoted to any one such establishment (including floor area devoted to accessory uses as well as the principal use) shall not exceed 2,000 square feet, provided that the dry cleaning establishment is established and operated as a green dry cleaner. <i>(Added green dry cleaner which is defined in the Zoning Ordinance as not using perchloroethylene, and uses only dry cleaning machines with solvent reclaimers. Green dry cleaner definition was added to Zoning Ordinance with CD One Price Special Use. Delete the wording “including self-service, coin-operated equipment”)</i>	Class A Special Use
Photographic studios	Delete as a Special Use <i>(can be covered by “Camera and photograph supply stores and photographic studios” which is listed above as a Permitted Use)</i>	Permitted Use
Radio and television service and repair shops	Delete <i>(electronics repair is ancillary to retail electronics stores)</i>	Class A Special Use
Video tape rental stores	Movie and game rental stores	Class A Special Use
Restaurants, Sit-Down or Carry-Out.	Restaurants, Cafes, Coffee Shops, Tea Shops, Bagel Shops, and Similar Operations of 3,001 square feet in area or greater,	Class B Special Use

<u>Current Text in C-1 District (Current Category)</u>	<u>Suggested Text Change or Deletion (Proposed Category)</u>	<u>Permitted or Special Use</u>
	(Continued) including the square footage any outdoor seating area.	
Coffee shops, tea shops, bagel shops and similar operations, subject to all zoning regulations applicable to restaurant uses	Delete (<i>now included with Restaurants, as listed above</i>)	Class B Special Use
Food stores, grocery stores, and supermarkets	Add the following language to this category: An outdoor sales area/merchandise display area and outdoor seating area may be provided when approved as part of the food store, grocery store or supermarket.	Class B Special Use

Removal of Use from the Permitted Use List

During the discussions of uses in the C-1, the Plan Commission discussed variety stores (eg. Dollar Tree, Family Dollar, Dollar General), Resale Stores, and Consignment Shops. The Plan Commission was not in favor of these uses for the C-1 Village Center District and believes these are more suitable for the C-2 Outlying Commercial District. A variety store is currently a Permitted Use in the C-1 District (Article 5.01-B, fff.) and is defined in the zoning ordinance. The Plan Commission was in favor of not including this use in the C-1 Village Center District.

Update to the C-3 Limited Commercial Office District (1 property, 720 Osterman Avenue)

Based on discussion at the Plan Commission workshop meetings, the Plan Commission is considering the following changes to the C-3 Limited Commercial Office District including:

- Remove animal hospital, veterinary clinic and funeral home Special Uses from the C-3 Limited Commercial Office District, and eliminate the second paragraph under the C-3 District description of district, as the adjacent properties have been redeveloped.

TOD/Higher Density Housing in C-1 Village Center District

At the June 30, 2016 workshop meeting (minutes attached), the Plan Commission discussed the benefits of additional housing for the downtown and the possibility of changing the maximum height allowed (which would increase density) for a Commercial PUD in the C-1 Village Center District. After discussion of the topic, the Plan Commission concluded that it would be best not to change the current maximum height of 55 feet and that if a developer wanted to go above 55 feet, they would need to make the case for increased height on an individual basis at the time of approval.

CONCLUSIONS

During two workshop meetings in the summer of 2016, the Plan Commission discussed the C-1 Village Center's current zoning regulations in detail and formulated their thoughts about the changes needed to the current first floor retail ordinance to reflect the realities of today's retail environment (see June 9 and June 30 minutes). The Plan Commission held a public hearing on September 22, 2016 on the proposed changes and property owners were sent a certified mailing of the public hearing notice along with the background information about what changes the Plan Commission was considering. The Plan Commission discusses these changes further at the public hearing (see September 22 public hearing and workshop minutes) and they believe the proposed changes are appropriate and in the public interest.

The Plan Commission believes that the proposed Text Amendments are in the public interest because changes reflect the realities of today's market plan where e-commerce is growing by leaps and bounds. The Plan Commission believes the proposed changes to the C-1 Village Center District will allow the Village Center to remain a vibrant center with a great mix and variety of uses. The Plan Commission believes these changes will allow Deerfield's citizens and also Deerfield's large daytime population that works in the Lake Cook Road office corridor to have a variety of uses in the

Village Center. The Plan Commission believe there will be a good synergy between the new Permitted Uses allowed by the proposed Text Amendments and the Special Uses.

They Plan Commission would like as much retail as possible in the Village Center as it creates foot traffic for the downtown Deerfield as well as sales tax that help pay for Village services, but they also understand that e-commerce (the Amazon effect) has impacted greatly the bricks and mortar retail stores. The Plan Commission believes the proposed changes to the C-1 Village Center District reflect the uses that are desirable in the C-1 District, and have an overall positive impact on the downtown. These uses will bring people into the Village Center for these services and in the case of smaller restaurants under 3,000 square feet, to purchase a meal. The changes also make it easier for smaller businesses to come into the C-1 Village Center district as the Special Use process is avoided.

The Plan Commission also believes these smaller uses do not need to be reviewed by the Village for Special Use approval. The Plan Commission believes that allowing these smaller size uses to become Permitted Uses will not adversely impact traffic or parking. The square footages (3,000 square feet for restaurants, 2,500 square feet for self-improvement facilities and 1,500 square feet for smaller office and service uses) were determined based on examining square footages in the C-1 Village Center District and fact sheet from the International Council of Shopping Centers (ICSC) for smaller restaurants. The Plan Commission also recognizes that there might be locations in the C-1 Village Center District where property owners will need to use good judgement when finding a tenant for a space so that parking and traffic does not adversely impact existing businesses and their customers. These uses are smaller food users (under 3,000 square feet), smaller fitness facilities (under 2,500 square feet), along with smaller office and service uses (under 1,500 square feet).

The Plan Commission is in favor of the updates to the C-3 Limited Commercial District as outlined in the recommendation above (which consists of one property at 720 Osterman Avenue). A paragraph was eliminated referencing redevelopment and a few uses were eliminated from the list of Special Uses.

RECOMMENDATION

Accordingly, it is the recommendation of the Plan Commission that the following Text Amendments to the C-1 Village Center District be adopted in order to update the C-1 Village Center zoning district:

1. Allowing smaller restaurants, cafes, coffee shops, bagel shops, and similar operations of under 3,000 square feet (including the outdoor seating areas) to become Permitted Uses.
2. Allowing smaller office and service uses (that are currently Class A Special Uses) under 1,500 square feet to become Permitted Uses.
3. Allowing smaller self-improvement facilities – personal fitness facilities (yoga and exercise facilities), martial arts studios, and learning and tutoring centers under 2,500 square feet) as Permitted Uses.
4. Adding new uses to the Permitted Use list as indicated in this recommendation on the bottom of page 3 to page 5 (e.g. bridal store, cellular phone store, party supply store).
5. Adding a massage establishment as a Class A Special Use.
6. Eliminating a variety store as a Permitted Use. (By zoning ordinance definition, a variety store is a retail store offering inexpensive merchandise – a store such as Dollar Tree)
7. Adjusting the current language/wording of the use categories to better reflect today's uses as indicated in this recommendation on pages 6 to page 8 (eg. Ice cream and yogurt stores become frozen dessert stores; Pet shops become Pet supply stores; and blueprinting and photocopy establishments become Photocopy establishments).
8. Changes to the C-3 Limited Commercial District to remove animal hospital, veterinary clinic and funeral home Special Uses from the C-3 Limited Commercial Office District, and eliminate the second

paragraph under the C-3 District description of district, as the adjacent properties have been redeveloped.

Ayes: (5) Bromberg, Jacoby, Moyer, Shayman, Oppenheim

Nays: (0) None

Respectfully submitted,
Mary Oppenheim, Chairperson
Deerfield Plan Commission

(2) Consideration of the Changes to the C-1 Village Center and C-3 Limited Commercial Office Zoning Districts to Update Permitted and Special Uses

Mr. Nakahara presented proof of legal notice publication in the Deerfield Review for this public hearing, and proof of certified mailings to the property owners in the C-1 and C-3 zoning districts.

Mr. Ryckaert, Principal Planner, presented a PowerPoint on the changes under consideration to the C-1 Village Center District and C-3 Limited Commercial Office District. In the PowerPoint presentation, Mr. Ryckaert explained the following items:

He explained that the Village is undertaking a comprehensive update of the uses in the C-1 and C-3 Districts. He explained that tonight's Public Hearing is to consider changes to the C-1 Village Center District and the C-3 Limited Commercial Office District (one property is located in the C-3 District) to ease/lessen some of the existing use regulations. He explained that Plan Commission will be making a recommendation to the Village Board of Trustees who has the decision on the matter.

For the C-1 Village Center District, Mr. Ryckaert explained the first floor retail ordinance has been in place since 1989 and it allows only retail businesses (the selling of merchandise) to locate on the first floor as a Permitted Use. All other non-retail businesses such as office uses, beauty shops, dry cleaners, fitness facilities, real estate offices and other service uses need to obtain zoning approval from the Village for a Special Use. When the Village put the first floor retail ordinance in place 27 years ago, the purpose was to create a shopping environment in the downtown where a customer could walk from store to store. Retail stores are also a major benefit by creating sales tax for the Village.

Mr. Ryckaert said the world of retailing has changed and the Village is looking at changes to the C-1 Village Center zoning district. He said there have been a changes in buying patterns with online shopping (the Amazon effect), with e-commerce growing by leaps and bounds. A lot of today's consumers, such as Millennials, would prefer to spend their money on an experience (such as going to a restaurant or on a vacation). He said that a number of national fashion retailers are reducing their store locations, and in the past several years since the Great Recession, toy stores, book stores, and electronics stores have disappeared. Recently, major retailers such as Macy's, Sport Authority, Kmart, Office Depot, and others have closed some of their stores. Mr. Ryckaert said stores are trying to increase their on-line presence and cited Walmart's recent purchase of Jet.com. From a staff standpoint, the Village is no longer receiving as many inquiries as we had in the past for retail. Instead, the Village is receiving more inquiries from food users, personal fitness facilities (yoga and exercise facilities), nail shops, beauty salons, and massage facilities – most of these inquiries are services that cannot be purchased on the internet.

Mr. Ryckaert said that earlier this summer, the Plan Commission held two workshop meetings to discuss this matter and came up with some possible zoning changes to the C-1 Village Center District to reflect the reality of today's retail environment.

Mr. Ryckaert explained that the Plan Commission is in favor of the following changes:

- Allowing smaller restaurants, cafes, coffee shops, bagel shops, and similar operations of **under 3,000 square feet** (including the outdoor seating areas) to become Permitted Uses.
- Allowing smaller office and service uses (currently Class A Special Use **under 1,500 square feet**, to become Permitted Uses.
- Allowing smaller self-improvement facilities – personal fitness facilities (yoga and exercise facilities), martial arts studios, and learning and tutoring centers **under 2,500 square feet**) as Permitted Uses.
- Adding new uses to the Permitted Use list (e.g. bridal store, cellular phone store, party supply store).
- Adding a massage establishment as a Class A Special Use.
- And adjusting the current language/wording of the use categories to better reflect today's uses (e.g. Ice cream and yogurt stores become frozen dessert stores; Pet shops become Pet supply stores; and blueprinting and photocopy establishments become Photocopy establishments).

Mr. Ryckaert noted that the square footages (stated above) were determined by examining the square footage data for typical size stores from the International Council of Shopping Center (ICSC), and also the square footages of existing stores in the Village Center. Mr. Ryckaert explained that even with these changes, the Village still wants as much retail as possible as it creates a shopping environment and brings in sales tax, but also wants to be cognizant of the changing retail environment.

Mr. Ryckaert said that the C-3 Limited Commercial Office District is made up of one property at 720 Osterman Avenue. Based on discussion at the Plan Commission workshop meetings, the Plan Commission is in favor of the following changes to the C-3 Limited Commercial Office District:

- Remove animal hospital, veterinary clinic and funeral home as Special Uses from the C-3 Limited Commercial Office District, and eliminate the second paragraph under the District description as the adjacent properties have been redeveloped.

Mr. Ryckaert said that the Plan Commission also discussed the benefits of additional housing in the C-1 Village Center District because it benefits local businesses. He explained that the Plan Commission discussed the possibility of changing the maximum height (resulting in more density) allowed for a Commercial Planned Unit Development in the C-1 Village Center District. After discussion of the topic, the Plan Commission

concluded that it would be best not to increase the current maximum height of 55 feet for a commercial PUD in the C-1 Village Center District, and that if a developer wanted an increase in height (which results in higher density), they would make the case for increased height at the time of approval of a development or when making changes to an existing development.

Chairperson Oppenheim commented that in addition to discussing the need to reflect the current retail environment and climate, the Plan Commission also discussed, at length, issues about parking, traffic and safety, so that the various businesses could coexist harmoniously in the C-1 District. One of the Plan Commission's chief goals was to streamline the process for prospective tenants interested in locating their businesses in the downtown area and making the process as least onerous as possible by changing certain uses that they felt would fit into the downtown area from Special Uses to Permitted Uses.

She said that the Plan Commission's decision to change certain types of uses to Permitted Uses was also based on the kind of demand that they have been receiving, which includes smaller restaurants and other types of service uses. Chairperson Oppenheim commented that the Plan Commission is hopeful that the changes they are proposing are going to help fill the downtown area with viable businesses that will keep the area a vital and great place to shop, as well as make it easier for prospective tenants to locate their businesses there. Chairperson Oppenheim opened the discussion to the audience members.

Jonathan Berger, owner, Bensenville Associates LLC, asked about the next steps in the approval process, and the timeframe in which the changes to the C-1 and C-3 Districts would be officially adopted by the Village if this is approved. Mr. Ryckaert responded that the proposed changes are going to the Board of Trustees on October 17th, and if the Board agrees and passes the request then the ordinance goes through two readings: on November 7th and November 21st. If the Board approves the ordinance, the changes will go into effect. Chairperson Oppenheim explained that the process could be prolonged if the Board had any questions or concerns that they wanted the Plan Commission to further consider or discuss; however, she does not anticipate the Board having issues with the proposed changes as the Board has also discussed the need to update the C-1 and C-3 District's Permitted and Special Uses.

Chairperson Oppenheim told Mr. Berger that if the proposed changes are made to the C-1 District that it could affect the 636 Deerfield Road Building, as tenants (depending on their use) may no longer have to go through a Special Use process, which would allow tenants to occupy the space more quickly. Chairperson Oppenheim acknowledged that it may be frustrating for tenants who had to recently go through a Special Use process, and now their Special Use may be changed to a Permitted Use. She explained that the Village reviews zoning ordinances periodically, and a process is followed to update the Village's ordinances and codes in order to maintain a current, modern perspective.

Commissioner Bromberg commented that the Plan Commission received a letter from the owners of Deerfield Square, CRM Properties Group, in which they commended the Village for the proposed changes to the C-1 District, but also voiced their disappointment with the size limitations that the Village was proposing for Permitted Uses. Chairperson Oppenheim explained that the Plan Commission determined the size limitations through consideration of the parking, traffic and safety.

Dr. Al La Pelusa, DDS, owner of 711 Orchard Street building, commended the Plan Commission for the proposed changes, and expressed his understanding that the zoning code currently required certain uses to apply for a Special Use, and business owners and tenants have to meet certain requirements. He asked if a tenant received a Special Use Permit from the Village, but then decided not to use the Special Use Permit, can another business interested in renting that same space be allowed to apply for another Special Use Permit. Chairperson Oppenheim explained that it depends on the type of use that the new tenant was proposing; if the replacement use was within the list of Permitted Uses then the tenant would not have to apply for a Special Use Permit.

Michael Collins, Deerfield resident, commented that the existing space that Dr. La Pelusa is referring to has a Special Use approval for a beauty salon, and they are interested in relocating an accounting firm into that space. Mr. Ryckaert inquired about the square footage of the space they are referring to. Dr. La Pelusa confirmed that the space was around 1,300 square feet. Mr. Ryckaert commented that since the space is under 1,500 square feet, if the proposed changes to the C-1 District are passed and the ordinance is in place by the end of November, then the professional office under 1,500 square feet would be a Permitted Use in the Village Center.

Mr. Ryckaert explained that a Special Use which has been approved by the Village has to be established within one year from the date of approval. If it is not established within a year, the Special Use expires. Also, if a tenant with a Special Use ends their lease and moves out of a tenant space, the landlord has a year to fill that tenant space with another substantially similar Special Use. Dr. La Pelusa asked for confirmation that since a beauty salon was given a Special Use Permit for a tenant space in his building, another similar beauty salon could locate there business in that space. Mr. Ryckaert confirmed that another beauty salon could go into that space if it is within one year and a substantially similar use.

Mr. Marwick expressed his concern that a landlord who has a Special Use permit for a specific use is having a difficult time finding another tenant (of a similar use) to rent his available tenant space. He believes that the Village should consider various types of uses in the downtown area, and should not focus on developing additional retail type spaces if there is no longer a demand for retail. Mr. Marwick commented that the downtown already has beauty salons and dry cleaners, and that there is not a demand for additional retail development.

Workshop Meeting
September 22, 2016
Page 7

There being no further business to discuss a motion was made and seconded to close the public hearing.

Respectfully Submitted,
Mary Glowacz

PLAN COMMISSION
VILLAGE OF DEERFIELD

The Plan Commission of the Village of Deerfield held a Workshop Meeting at 7:30 P.M. on September 22, 2016 at the Village Hall, 850 Waukegan Road, Deerfield, Illinois.

Present were: Mary Oppenheim, Chairperson
Al Bromberg
Jim Moyer
Elaine Jacoby
Stuart Shayman

Absent were: Bob Benton
Larry Berg

Also present: Jeff Ryckaert, Principal Planner
Dan Nakahara, Associate Planner

~~(1a) Discussion of Café for Six Parkway North Center~~

~~The Plan Commission did not have any issues with the proposed café and felt it was appropriate for the building. Commissioner Bromberg motioned to approve the Special Use to construct a café in the existing building at Six Parkway North. Commissioner Jacoby seconded the motion. The vote was as follows:~~

~~Ayes: (5) Bromberg, Moyer, Jacoby, Shayman, Oppenheim
Nays: (0) None~~

~~The motions passed.~~

(2a) Discussion of the Changes to the C-1 Village Center and C-3 Limited Commercial Office Zoning Districts

The Plan Commission did not have any issues with the proposed changes to the C-1 Village Center & C-3 Limited Commercial Office Zoning Districts, and believes the issues were thoroughly discussed. They are in favor of all the changes outlined in the materials and believe the changes to the C-1 and C-3 districts will serve the Village well. The changes make it easier for a business to come into the Village Center and the Plan Commission believes these changes will not have a negative impact on traffic and parking. The proposed changes also include removing the more antiquated uses in the C-1 Village Center District. Chairperson Oppenheim commented that the Plan Commission also discussed the potential benefit of developing higher density in the downtown area through transit oriented development.

Commissioner Bromberg asked Jonathan Berger, owner, Bensenville Associates, LLC, how his efforts were going in filling up his remaining open tenant spaces in the 636 Deerfield Road Building. Mr. Berger responded that his efforts to fill his tenant spaces were going very well, and added that the proposed changes to the C-1 Zoning District are very important as it takes a lot of the risk out for potential tenants who are greatly affected by the time consuming process of acquiring a Special Use permit. Chairperson Oppenheim commented that the Plan Commission is aware of the effects that the current Special Use Process has on prospective tenants, and they are hopeful that their proposed changes are going to both maintain the quality of occupancy in the downtown area, as well as make it easier for prospective businesses to come into the downtown area and occupy the available tenant spaces.

Commissioner Jacoby motioned to approve the changes to the C-1 Village Center and C-3 Limited Commercial Office Zoning Districts to Update Permitted and Special Uses as outlined in the materials. Commissioner Bromberg seconded the motion. The vote was as follows:

Ayes: (5) Bromberg, Moyer, Jacoby, Shayman, Oppenheim

Nays: (0) None

The motions passed and will be on the October 17th Village Board of Trustees Meeting agenda.

There being no further business to discuss the meeting adjourned.

Respectfully Submitted,
Mary Glowacz

PLAN COMMISSION
VILLAGE OF DEERFIELD

The Plan Commission of the Village of Deerfield held a Workshop Meeting at 7:30 P.M. on June 9, 2016 at the Village Hall, 850 Waukegan Road, Deerfield, Illinois.

Present were: Mary Oppenheim, Chairperson
Elaine Jacoby
Jim Moyer
Stuart Shayman

Absent were: Bob Benton
Larry Berg
Al Bromberg

Also present: Jeff Ryckaert, Principal Planner
Dan Nakahara, Associate Planner

~~(1a) Discussion of recommendation for a Resubdivision of 1144, 1122 and 1110 Oakley Avenue~~

~~The Plan Commission did not find any issues with the proposed resubdivision as there were no variations being requested and the consolidation met all of the requirements of the Zoning Ordinance and Subdivision Code.~~

~~Commissioner Jacoby motioned to approve the request for a Resubdivision of 1144, 1122 and 1110 Oakley Avenue into one lot. Commissioner Shayman seconded the motion. The vote was as follows:~~

~~Ayes: (4) Jacoby, Moyer, Shayman, Oppenheim
Nays: (0) None~~

~~The motions passed and this item will be on the July 5th Village Board of Trustees Meeting agenda.~~

(2a) Prefiling Conference: Possible Changes to the C-1 Village Center Zoning District to Update Permitted and Special Uses

Mr. Jeff Ryckaert, Principal Planner with the Village of Deerfield, explained that the Village is undertaking a comprehensive update of the C-1 Village Center District, similar to the C-2 Outlying Commercial Zoning District update from a few years ago. In the C-1 Village Center Zoning District, the first floor retail ordinance has been in place since 1989 and allows for only retail businesses to locate on the first floor of the C-1 District.

Mr. Ryckaert explained other non-retail uses including Class A Special Uses such as office uses, beauty shops, dry cleaners, real estate offices, as well as Class B Special Uses such as restaurants, grocery stores, automobile service stations have to obtain a Special Use permit because of their potential impacts. The Class B Special Uses are Special Uses in all locations, while Class A Special Uses are Special Uses that may be permitted on the first floor; however, if a Class A Special Use is located above the ground floor it is considered a Permitted Use.

Mr. Ryckaert noted that when the Village first put the first floor retail ordinance into place nearly 27 years ago, it was a good concept with the intent to create a shopping environment in the downtown where a customer could walk from shop to shop. Retail stores also generate sales tax revenue for the Village. However, as trends in retailing are changing, this is a good time to take a look at the first floor retail ordinance. Mr. Ryckaert commented that there has been a change in buying patterns with online shopping (the Amazon effect), and a recent research article stated that more consumers would rather spend their money on eating out at a restaurant or on a vacation rather than buying goods such as clothing. The changing trends in retailing have affected the Deerfield Community first hand, as the national fashion retailers are reducing the number of their stores, and book stores, electronics stores and toy stores are slowly disappearing.

For the C-1 Village Center Zoning District update, the Plan Commission will be reviewing Text Amendments for: new Permitted Uses, new Class A Special Uses, and new Class B Special Uses that could be added to the C-1 Village Center Zoning District. The proposed updates also include some wording (text) changes to existing categories to better reflect today's uses. The Plan Commission will also be reviewing the existing Special Uses that could possibly be changed to a Permitted Uses. For example, smaller restaurants (under 3,000 square feet including the outdoor seating area, but not including a drive-thru operations) could become a Permitted Use as there may not be a need for the Village to review that size of a restaurant. He noted that there are some smaller office and service uses (maybe under 1,500 square feet) that could possibly become Permitted Uses. Staff has summarized these potential changes in a memo that was distributed prior to the meetings, along with a map of all properties in the Village Center, and the size of various businesses in the C-1 Village Center District.

The timing of the review of the C-1 Village Center Zoning District coincides with the recent Special Use approvals for the 2,600 sq. ft. Roti Modern Mediterranean Restaurant (including outdoor seating area), and the 250 sq. ft. outdoor seating area for Menchie's Frozen Yogurt store. Both Roti Modern Mediterranean Restaurant and Menchie's Frozen Yogurt are in the C-1 Village Center District, and staff has written the text amendments so that both can go into this zoning district as Permitted Uses.

Mr. Ryckaert noted that once the Plan Commission has completed their review of the C-1 Village Center in the workshop meetings, the property owners in the C-1 Village Center District will receive notification of a Public Hearing on this subject so they can

comment on and provide the Plan Commission input and reaction to any of the proposed changes to the C-1 District. The Plan Commission will also review the C-3 Limited Commercial Office District for possible changes. There is only one property in the C-3 Limited Commercial Office Zoning District.

Chairperson Oppenheim commented that the Plan Commission would need to evaluate and determine if it still makes sense to keep the first floor retail requirement for the C-1 Village Center District. Research articles and retail tenant turnover in the Village and surrounding areas suggests the reality of the changing trends in retailing, and the possible need to be more flexible about allowing businesses on the first floor of the C-1 District that are not specifically retail uses. Mr. Ryckaert commented that the idea behind the review is to possibly open up the first floor to smaller non-retail uses, including smaller restaurants (which still generate sales tax for the Village) of up to 3000 sq. ft., as well as smaller office uses of up to 1500 sq. ft. as Permitted Uses. The thought is that the smaller sized restaurants and offices could locate into the C-1 District without having an increased impact on the traffic in the area. Mr. Ryckaert said the International Council of Shopping Centers (ICSC) has retailer fact sheets showing a lot of the fast casual restaurant are smaller in size, under the 3,000 square feet the Village is considering as the threshold for a Permitted Use for a restaurant.

Chairperson Oppenheim commented that their main objective should be to still keep the pedestrian friendly shopping plaza feel that was the original intent of this district. She added that possible changes to the C-1 Village Center District makes a lot of sense with modern consumer demands, and the proposed changes presented by the Village reflect that philosophy.

Commissioner Shayman asked if it is decided to open up the first floor to non-retail uses as Permitted Uses, would it also open up the possible risk of a business taking a building in the C-1 District and cutting it up into multiple 1500 sq. ft. office spaces. Chairperson Oppenheim inquired if his fear was that buildings in the C-1 District would be transformed into office spaces, causing the Village to lose the opportunity for a large retail space, as the original goal of the C-1 District was to maintain a pedestrian friendly shopping center. Mr. Ryckaert confirmed that there is a chance of that happening if the Village decided to allow offices of up to 1500 sq. ft. in the C-1 District as Permitted Uses on the first floor. The 1500 sq. ft. office as a Permitted Use was a number for discussion. He noted that a small office in the C-1 District is Senator Morrison's at 1,200 sq. ft. office space. It was noted that many of the first floor Deerfield Square tenant spaces are slightly larger than 1500 sq. ft. in a couple of the building with deep spaces. The property owners in the C-1 Village District are also going to receive an opportunity to voice their opinions on the potential changes to the District, and may ask for office spaces to be allowed as a Permitted Use in tenant spaces larger than 1500 sq. ft. on the first floor.

Chairperson Oppenheim commented that the vacancy rate for the Village Center is still relatively low, and it's lower on the first floor, than the combined first floor and above.

Mr. Ryckaert commented that there is still a major vacancy on the second floor of Deerfield Center in the space that Prime Source once occupied. The 636 Deerfield Road Building in Shopper's Court is also currently being transformed into a multi-tenant building where first floor retail spaces are going to be available. Commissioner Moyer commented that the days of the brick and mortar are declining, and that catering to services such as food appears to be the logical and smart choice to move towards. Mr. Ryckaert commented that food services are also valuable tenants to have in the C-1 Village Center District, as they generate customers and sales tax revenue for the Village. Chairperson Oppenheim pointed out that the Village would not be giving up sales tax to allow food services, and if the reality is that the types of business that want to move into the Village Center District are food services, then it would be a win-win situation. Based on residents' comments to the Plan Commission and the Village, there also appears to be a demand for more restaurants in town by our residents. Mr. Ryckaert added that Deerfield has a large daytime population with all of the office buildings in the area. Chairperson Oppenheim commented that there is a big lunch and early dinner crowd made up of people working in the area.

Mr. Ryckaert commented that one of the major issues when reviewing the uses is the parking situation, as restaurants (especially during peak times, such as lunch and dinner) could be parking intensive. Based on the size of various parking lots in the C-1 District, some properties are going to have a better parking situation than others; therefore, landlords would need to forecast the parking demands and traffic impact that a given tenant would have on their property. If a landlord rented to a tenant that took up too much parking, tenants would contact their landlord about parking that is impacting their business. Commissioner Moyer commented that petitioners currently provide traffic impact reports to the Plan Commission. Chairperson Oppenheim commented that any Permitted Uses would not come through the Plan Commission, so if small restaurants (up to 3000 sq. ft.) became a Permitted Use rather than a Special Use, the tenant would no longer need to apply for a Special Use Permit. Commissioner Jacoby commented that any savvy business owner can assess the parking situation on their own and determine if it's a viable use. She added that restaurants and businesses are financial investments and business and property owners interested in obtaining a tenant space as a Permitted Use, should be aware that it's their responsibility to think through the parking demands of their customers, and the traffic impact that their business and surrounding businesses have on the area and the development.

Chairperson Oppenheim commented that the parking spaces in Village Square were predicated on the initial retail zoning that was determined for the uses, and the assumption for that shopping center was that there would not be an abundance of restaurants. Mr. Ryckaert used the Deerfield Square as an example with parking at 5 spaces per 1,000 square feet of floor area and said the number of parking spaces in the development was based on a shared parking concept with the thought that retail would be busier during the day and restaurants would be busier in the evening (the different uses have varying peak parking times). Chairperson Oppenheim commented that the mixed use for the shopping centers was essential to the flow of traffic, with businesses

parking demands varying based on the time of the day, and the type of business. Chairperson Oppenheim pointed out that it's important to consider the effects that allowing new Permitted Uses into the C-1 District may have on the traffic impact and parking demand, as the tenant would no longer be required to provide a traffic study to the Plan Commission, and the landlord or owner may not fully consider the effects that a particular tenant may have on the shopping center as a whole.

Commissioner Shayman asked that if a business wanted to build a restaurant in the C-1 Village Center District, would they be required to provide a certain amount of parking. Mr. Ryckaert explained that if the restaurant was a Permitted Use and going into an existing building, then the tenants/owners would not be required to provide additional parking. However, if you are constructing a new building on their property to allow for a new restaurant then an amendment to the previously approved plan would be needed. For example, if the owners of Deerfield Square wanted to add a new 2,000 sq. ft. building for a restaurant location in the PUD, the PUD would not allow for another building to be placed on the property. The property owners would have to petition the Plan Commission to amend the PUD. Commissioner Shayman asked if a retail tenant moved out of a space located within the C-1 District would a restaurant be able to move into that space as a Permitted Use if this text amendment is approved. Mr. Ryckaert confirmed under consideration is if the restaurant is less than 3,000 sq. ft. than it would be considered a Permitted Use, and the tenant would not need to petition the Plan Commission. The proposed updates to the C-1 Village Center District are similar to the updates recently made to the C-2 Outlying Commercial District, in which a restaurant of up to 3000 sq. ft. is considered a Permitted Use within the C-2 District.

Chairperson Oppenheim commented that the business climate has changed, and the businesses that were initially intended for the C-1 District may no longer be interested in renting tenant spaces, then it may be wise to consider making it easier for businesses that are interested in locating here by extending Permitted Uses to include non-retail uses such as restaurants and small offices uses. Mr. Ryckaert commented that the Special Use requires a process to determine if the use is appropriate for a specific location and can take up to four to five months. If the business is a Permitted Use, they would still need to receive signage approvals from the Appearance Review Commission (ARC) for signage and other exterior approvals.

Commissioner Shayman asked about the general parking requirements for a 2500 sq. ft. retail space, and how much of an increase in parking it would be for the same space to become a restaurant. Mr. Ryckaert commented that it depends on the restaurant, because the Village calculates restaurant parking requirements based on the estimated percentage carry out and the estimate percentage sit down. Restaurants that have a high percentage of sit down traffic have a larger parking requirement—sit-down restaurants are required to have about 15 spaces per 1000 sq. ft. vs. retail uses that are required to have 5 spaces per 1000 sq. ft. Most restaurants cater to dine-in and carry-out, so the parking requirements vary; however, the parking requirements for restaurants are higher than for retail uses. Chairperson Oppenheim commented that the

parking requirements are close to double that of retail use if it's a mix of sit-down and carry-out. There is a slight difference in the parking requirements for retail units vs. restaurants, so allowing smaller restaurants as a Permitted Use in the C-1 District may have an impact on parking and traffic in existing shopping center parking lots, as additional parking spaces would not be required if the restaurant is going into an existing space that is equal to or less than 3,000 sq. ft. space. She added that the reality is that smaller restaurants are the types of businesses that are interested in locating in the C-1 Village Center District—they do bring people in; they do confer a tax benefit to the Village; and residents want more restaurants in town.

Mr. Ryckaert acknowledged that parking could get a little tight in some areas. Commissioner Moyer commented that the hope is that people are going to walk as well. Commissioner Jacoby added that Trax Tavern and Grill has complimentary valet parking, and that may be a way for restaurants interested in locating in the area to draw in customers. Chairperson Oppenheim pointed out that there is a Village owned public parking lot across the street from Deerfield Square where customers can park, so there definitely is parking in the area. Commissioner Moyer asked if the Village recommends to business owners to have their employees park in an outlot so customers can park closer to the businesses. Mr. Ryckaert confirmed that the Village recommends that employees park further away to allow customers to have priority access to the parking spots closer to the businesses; and added that the employees at Deerfield Square are required to park in designated areas that are more remote. Chairperson Oppenheim commented that it would be up to the shopping center's owner to figure out ways to maximize parking availability during peak times such as designating parking areas for employees. Commissioner Shayman commented that there is always parking available; it may not be the nearest parking space to the store or business that a customer is going to and there is public parking across the street. Chairperson Oppenheim commented that there are peak times and there are times that the Village Center is not as busy; and the hope is that when new businesses want to locate in these areas that the center owners are savvy enough to know how to put businesses together to stagger the demand on the parking lot in order to be successful.

Mr. Ryckaert asked about the possibility of adding a dollar store or a resale store to the C-1 Village Center District and noted that there is a dollar store in downtown Northbrook. Dollar stores are currently allowed in the Village's C-2 Outlying Commercial District, so if a prospective business owner wanted to have a dollar store somewhere in town there is already an option to have it in the C-2 District. Chairperson Oppenheim commented that she felt it was less appropriate to have a dollar store and/or resale store in the C-1 District, as it's the center of town and would not fit in with the character. Dollar stores and resale stores also tend to need larger spaces, and those types of spaces may be available in the C-2 Outlying Commercial District. Chairperson Oppenheim and Commissioner Jacoby agreed that they both were more comfortable not adding dollar stores and resale stores as Permitted Uses in the C-1 District.

Mr. Ryckaert asked the Plan Commission if they had any comments on the new proposed Class A Special Uses. Chairperson Oppenheim commented that she is against having tanning salons as a Class A Special Use as they are not a healthy alternative. Mr. Ryckaert commented that tanning salons are offering spray tanning as an alternative to tanning beds. Chairperson Oppenheim commented that she does not believe that tanning salons are a necessary service for people, and as it is questionable in terms of its value and healthfulness to people she is not an advocate of allowing it as a Special Use.

Chairperson Oppenheim inquired as to whether or not it was necessary to have locksmith and key making as a Class A Special Use. Commissioner Jacoby commented that Highland Park has locksmith that she recently had to use to have keys made. Commissioner Shayman inquired about shoe repair as a Special Use. Chairperson Oppenheim and Commissioner Jacoby are both advocates of having a shoes repair as a Special Use. Mr. Ryckaert clarified that shoe, clothing and hat repair is classified as a Class A Special Use in the C-1 District. Chairperson Oppenheim does not feel it's necessary to have locksmiths as a Special Use, as there are very few standalone locksmiths. Commissioner Moyer commented that most locksmiths travel to their customers to provide their services on site. Chairperson Oppenheim added that general hardware stores cut keys, so it's not very likely that a locksmith/key making store would be in high demand. Mr. Ryckaert asked if both locksmith and key making should be taken out as Special Uses, and the Commissioners agreed.

Chairperson Oppenheim inquired about massage facilities as Class B Special Uses, and asked for clarification as to whether permission was just given for a massage facility to open over by the Baskin Robins in the C-1 District. Mr. Ryckaert commented that there was going to be a Text Amendment added to allow for a massage facility in that location, but the petitioner withdrew their application. Massage facilities are currently allowed in the C-2 District. There have been numerous inquiries for businesses such as Massage Envy. Chairperson Oppenheim commented that a couple of years ago the Plan Commission had to adhere to, and the Board had to then consider, an extremely detailed list of requirements for massage facilities, which even included the appropriate dress code for the employees. Mr. Ryckaert explained that the process has changed, as massage therapists are licensed through the state. The Village of Northbrook has its own set of additional standards for professional massage therapists; however, if our Village wanted to enforce additional standards, those standards would not be enforced through the Zoning Ordinance, but would rather have to be adopted as part of the Municipal Code.

Chairperson Oppenheim asked for confirmation that the proposed change is to allow massage facilities as a Class B Special Use, and not a Permitted Use. Mr. Ryckaert confirmed that was correct, and added that in any location (ground floor or upper floor) a massage facility would need to petition for a Special Use. Commissioner Moyer asked if the reason that a Special Use would be needed for a massage facility was because of the services that would be provided. Mr. Ryckaert commented that Class B Special

Uses were originally created due to the greater potential impact of the use such as gas stations and restaurants; therefore, the Village's review is required for these services so that there is careful consideration of the impact of the use on the proposed location. Chairperson Oppenheim commented that there are more and more massage facility chains opening up in surrounding communities, and the use and demand for these facilities have become equivalent to that of health and exercise facilities, and massage facilities no longer have the stigma of being questionable or prurient. Chairperson Oppenheim and Commissioner Jacoby are in agreement that massage facilities should be added as a Class B Special Use. Discussion developed as to whether the Commissioners would consider adding massage facilities as a Class A Special Use, so that massage facilities would need to petition for a Special Use on the first floor, but would be allowed as a Permitted Use on the second floor or above. Commissioner Jacoby commented that she felt that massage facilities should be considered a Class A Special Use; and she inquired about the signage requirements for the second floor, as massage facility chains tend to be very signage heavy in order to promote their business, and there are strict signage limitations for second floor businesses. Chairperson Oppenheim explained that massage facilities would be restricted to having their signage in the lobby directory, which is standard for all second floor businesses. The Plan Commissioners were in agreement that massage facilities should be a Class A Special Use.

Chairperson Oppenheim inquired as to why larger restaurants that are greater than 3000 sq. ft. would be a Class B Special Use rather than a Class A Special Use. Mr. Ryckaert explained that larger restaurants would be considered a Class B Special Use because a Special Use Permit would be required in any location; and added that it would not include a drive-thru operation. Specialty foods stores would also be considered a Class B Special Use where a Special Use Permit would be required in any location, as any large business is going to potentially have a considerable impact on the traffic and parking, and the Village would want to review the overall impact.

Mr. Ryckaert asked the Plan Commissioners for their thoughts on the possibility of having a convenience store as a Class B Special Use. Chairperson Oppenheim commented that convenience stores have a very heavy impact on traffic and parking demands with customers constantly coming in and out of the parking lot, and that there is already concern with the parking and traffic impact that existing and currently allowed businesses have on the C-1 Village Center District. Mr. Ryckaert confirmed that convenience stores tend to generate a lot of customer traffic, and asked if the Plan Commission thought that convenience stores should be a Class B Special Use in the C-1 District, or if they were a better fit for the C-2 District. Chairperson Oppenheim felt that convenience stores are a better fit for the C-2 District due to the traffic impact, and Commissioner Moyer agreed. Commissioner Jacoby pointed out that Walgreens is a form of a convenience store, so that convenience is already provided in the C-1 District.

Chairperson Oppenheim commented that a lot of the proposed updates to the wording (text) changes to existing categories makes sense to better reflect our modern world.

Mr. Ryckaert commented that the proposed text amendments add frozen dessert stores including an outdoor seating area up to 250 sq. ft., which includes the recent approval of Menchie's outdoor seating area. There was also a wording (text) change from pet shops to pet supplies stores, which would include selling pets as well as selling pet supplies. Chairperson Oppenheim commented that the new verbiage for dry cleaning facilities reflects the recent changes that were decided by the Village. Mr. Ryckaert confirmed, and added the self-service coin operated machines were being removed, as well as adding the green dry cleaners in the C-2 (cannot use perchloroethylene). There was also language added to include outdoor food sales, outdoor merchandise displays and outdoor seating areas to the C-1 District, so the outdoor seating area at Whole Foods is in compliance with the code. The Commissioners did not have a concern with the other new verbiage/text changes as outlined in the chart in the memo.

Mr. Ryckaert said the next topic is to consider if smaller non-retail uses (office and service uses) under 1,500 square feet can become Permitted Uses. Mr. Ryckaert asked the Plan Commissioners to look at the current list of Class A Special Uses to consider allowing all of these uses as Permitted Uses, if less than 1,500 square feet. Chairperson Oppenheim inquired about medical offices as Permitted Uses, and Mr. Ryckaert explained that small medical offices under 1500 sq. ft. would be changed to a Permitted Use. Chairperson Oppenheim personally felt that as long as the small medical offices were less than 1500 sq. ft. she would be fine with allowing them as Permitted Uses.

Mr. Ryckaert asked if there were any Class B Special Uses that the Commissioners thought should be a Permitted Use. Class B Special Uses tend to have the heaviest impact, and the Village requires a thorough review of these types of businesses. Chairperson Oppenheim felt that the businesses and services listed as Class B Special Uses should remain in that classification due to their impact on the traffic and parking.

Chairperson Oppenheim asked why the C-3 District is its own separate district—the description indicates that it's a buffer zone between fully commercial and buildings that front on or face residential districts. Mr. Ryckaert explained that the zoning district was written prior to the redevelopment of the downtown. Chairperson Oppenheim commented that an animal hospital and a funeral home did not seem appropriate for the C-3 District—a funeral home would especially have a large traffic impact on that area with funeral processions stopping traffic and cars coming in and out of the parking lot. The Plan Commissioners agreed that animal hospitals, veterinary clinics and funeral homes should be removed as uses in the C-3 District. Mr. Ryckaert explained that the Permitted Uses in the C-3 District were limited to 2,000 sq. ft., as there is a 3-story building located in that district that has smaller tenant spaces for retail and service business uses permitted in that district. Chairperson Oppenheim asked for clarification on what was permitted in the C-3 District. Mr. Ryckaert clarified that retail and service business uses up to 2,000 sq. ft. as listed in the district are Permitted Uses in the C-3 District.

Commissioner Bob Benton commented (via email) that the long-standing prohibition of non-retail uses, and the corollary need to request special uses for first floor spaces was quite, in his opinion, proper for the times it reflected, but as we are all aware in these days, retail is becoming more and more an Internet phenomenon (or as we know it, "clicks" versus "bricks") and it's harder and harder to continue attracting good retail merchants in the downtown. In Mr. Benton's opinion, the reexamination is a good exercise and the increasing requests for Special Uses tend to bear that out. Mr. Benton is also pleased to see restaurants interested in going in (Josh's, Roti, and even Menchie's patio); it's a nice way to continue to bring people into town. Without hordes of real estate offices or banks, or even nail salons, it doesn't feel like we are being overrun with non-sales tax producing locations. Mr. Benton would be in favor of some careful liberalizing of our allowed uses.

A motion was made and seconded to continue the Prefiling Conference for the possible changes to the C-1 Village Center Zoning District to update Permitted and Special Uses to the June 23rd Plan Commission Workshop Meeting. The vote was as follows:

Ayes: (4) Jacoby, Moyer, Shayman, Oppenheim
Nays: (0) None

There being no further business to discuss the meeting adjourned.

Respectfully Submitted,
Mary Glowacz

(2a) Continued Prefiling Conference: Possible Changes to the C-1 Village Center Zoning District to Update Permitted and Special Uses

Chairperson Oppenheim commented that this discussion was a continuation from the June 9, 2016 workshop meeting regarding the possible changes to the C-1 Village Center Zoning District. She added that Mr. Ryckaert is seeking input about the Plan Commission's opinion on possibly changing smaller personal training facilities of 1,500 to 2,000 square feet from its current Class B Special Use to a Permitted Use. Mr. Ryckaert confirmed that he would like to know if the Commissioners were interested in changing smaller Self-Improvement Facilities (between 1,500 and 2,500 square feet) from a Class B Special Use to a Permitted Use. Self-Improvement Facilities include sports training and martial arts facilities and learning centers. Chairperson Oppenheim commented that there were only a few tenant spaces of this size in the C-1 District, and most self-improvement facilities require a larger tenant space. Chairperson Oppenheim asked Mr. Ryckaert if the reason that he wanted to consider allowing smaller self-improvement facilities as a Permitted Use in the C-1 District was because there were a lot of inquiries from potential tenants about opening these types of facilities in the Village Center District. Mr. Ryckaert commented that self-improvement facilities are a popular use today, and this use brings people into the downtown.

Smaller office and service uses (up to 1,500 square feet) are under consideration to be a Permitted Use in the C-1 Village Center District, and Mr. Ryckaert would like the Plan Commission to also discuss adding smaller self-improvement facilities as a Permitted Use in the C-1 District. Commissioner Berg asked Mr. Ryckaert if he thought that a business owner would be more interested in locating their businesses in Deerfield's Village Center if it were a Permitted Use, since Special Uses have to go through a process of seeking approval for a Special Use. Mr. Ryckaert said that business owners would be more interested to locate their businesses in the C-1 District if they did not have to seek the Special Use. Mr. Ryckaert noted that some business owner don't want to spend the time and money to go through a Special Use process, but many do seek the Special Use as they believe their chances of approval are good. Chairperson Oppenheim commented that "Fitness Together" (an existing business in the C-1 District) would be considered a small self-improvement facility as it is 1,700 square feet in size.

Commissioner Moyer asked Mr. Ryckaert if the Village would consider creating a process that would allow the Plan Commission to fast track the process for certain petitioners on a case-by-case basis. This would help to avoid losing potential small businesses due to the Special Use approval process. Mr. Ryckaert said that a Permitted Use is the Village's fast-track process, as businesses that are considered a Permitted Use would not be required to petition for a Special Use. If the type of use that a potential business owner is inquiring about is a Permitted Use, the process tends to move quite quickly. The Village provides Permitted Use businesses with a checklist of the next steps required to open their business such as obtaining any necessary building permits and receiving approval for their signage from the Appearance Review Commission. Commissioner Moyer asked if there was any way to condense the

Special Use process. Mr. Ryckaert commented that in the past, the Village has looked into shortening the process and found that the to State law notification requirements, as well as the Village's requirements, it would not allow for the process to be shortened. The Village staff always works closely with the Special Use applicants and guides them through the process, and the Village shortens the process if it can (e.g. waiving the pre-filing conference with the Plan Commission, and waiving the second reading of the ordinance with the Board of Trustees). The Village makes every effort to move petitioners along as quickly as possible; however, there are required steps (a process) to obtain a Special Use.

Commissioner Benton commented that petitioners also have to hire professionals to help them through the process and speak on their behalf in regards to traffic studies, etc. at Village meetings. Mr. Ryckaert commented that the Plan Commission considers the potential impact of the business on the traffic flow in the area and determines if a traffic study is not necessary at the pre-filing/workshop meeting if they believe there will be little traffic impact.

Chairperson Oppenheim commented that the Plan Commission is recommending that smaller offices and restaurants should be changed to a Permitted Use in the C-1 District to attract potential business owners to the area by simplifying the process. This is same reason that Mr. Ryckaert is asking the Commissioners to consider allowing smaller self-improvement facilities as Permitted Uses.

Commissioner Berg asked Mr. Ryckaert if he thought that there were any downsides to changing smaller self-improvement facilities to a Permitted Use. Mr. Ryckaert commented that self-improvement facilities have the potential to affect the traffic, especially if there is not enough of a gap between the classes and they overlap. One class leaving while the next class shows up, which could cause temporary congestion in the parking lot during the time between the start of one class and the end of another class. Commissioner Berg asked if the fire code would restrict the number of customers that can be in the facility at one time, therefore reducing the impact that overlapping classes that would have on the area as the allowable number of customers in a class would be limited to a reasonable size for the facility. Mr. Ryckaert confirmed that the fire code would restrict the maximum number of people allowed in the facility at one time. Chairperson Oppenheim commented that there is a difference in the parking requirements for a restaurant versus retail (approximately 2 to 1), and is under the impression that a self-improvement facility where customers are coming and going could have similar parking demands as a restaurant.

Chairperson Oppenheim commented that she is concerned that self-improvement facilities and restaurants combined impact on parking and traffic could become onerous. If self-improvement facilities continue to be a Special Use then the Plan Commission can consider the impact that a specific business would have on traffic (case-by-case); however, if it becomes a Permitted Use (under 2,500 s.f.) the business owner would not have to appear before the Plan Commission and a traffic study would not be done.

Commissioner Berg asked if the business would still need to meet the parking requirements if it was a Permitted Use. Mr. Ryckaert commented that a Permitted Use would use the existing parking in the development. Commissioner Benton commented that in theory the owners of a shopping center are going to have to focus on renting their tenant space to a variety of businesses that have different peak times, so that the parking is complimentary to the businesses in the center. Commissioner Benton reiterated that the problem with self-improvement facilities is that the classes could overlap, which can cause parking lot congestion.

Commissioner Moyer asked Mr. Ryckaert if the Village ever reaches back out to potential business owners that inquired about opening a business in Deerfield but then never followed back up with the Planning Department. Mr. Ryckaert commented that the Planning Department considers the potential benefits that a specific business would have on the Village and follows up accordingly if it is a business that is desirable, especially those that generate sales tax and bring customers in.

Commissioner Shayman asked if there have been any petitioners that applied for a Special Use in the past and were denied a Special Use by the Village. Mr. Ryckaert said it has been quite a while since the Village denied a Special Use and some applicants end up withdrawing during the process if they believe their chances of obtaining approval are not good. Commissioner Benton commented that the Village had second thoughts about the Special Use that was approved for the former cigarette and tobacco shop that was located in Deerfield Park Plaza due to the issues with the strong smell of tobacco coming from the shop and the unclear regulations in regards to people being allowed to smoke inside the shop. Chairperson Oppenheim commented that in regards to a specific category of business not being allowed in the Village that to the best of her memory, a petition has not been dismissed on the basis that the Village was not interested in a certain type of business.

Mr. Ryckaert commented that the Village's Zoning Ordinance only allows uses that are listed as Permitted Uses or Special Uses. If a specific category of business is not listed as a Special Use, then it is not allowed in that zoning district. Chairperson Oppenheim added that potential business owners look at the list of businesses that are Special Uses and Permitted Uses in the Village of Deerfield, and if the type of business that they are interested in opening is not on the list, they could apply for a Text Amendment. Commissioner Berg asked for clarification that if it's not a Permitted Use or a Special Use that the business would have to apply for a Text Amendment if they are interested in opening their business in Deerfield. He added that if the Text Amendment were granted to the petitioner, if that type of business would then be a Special Use in that District or if the Text Amendment was only for that individual business. Mr. Ryckaert responded that the Text Amendment can be written to include the entire District; however, a Text Amendment can also be written so that it only applies to a specific, individual property. Each Text Amendment makes a change to the Zoning Ordinance. Commissioner Berg asked how the Village would proceed with informing property owners and business owners in the Village Center District of the changes that are made

to the C-1 Zoning District's list of Permitted and Special Uses. Mr. Ryckaert explained that the Village is going to invite the C-1 District property owners to a public hearing to discuss the zoning changes, so that the Village can get their feedback.

Commissioner Berg asked if uses such as tobacco shops and hookah lounges would still be required to apply for a Text Amendment. Mr. Ryckaert confirmed that these uses and any use that is not listed as a Permitted Use or a Special Use for the C-1 District would be required to apply for a Text Amendment; some businesses don't proceed with the process if they don't think their chances of receiving approval are very good. Chairperson Oppenheim added that nail salons are required to apply for a Special Use and a Text Amendment in the C-1 District was made for this use a couple of years ago when a nail shop requested to locate in the C-1 Village Center District.

Chairperson Oppenheim asked the Commissioners if they thought that adding smaller Self-Improvement Facilities as a Permitted Use in the C-1 District would be beneficial to the Village. The Plan Commission determined in their previous meeting that it no longer made sense to restrict the C-1 District to retail uses as Permitted Uses, as there is less demand for retail stores, and decided that adding smaller office uses (up to 1500 sq. ft.) and smaller restaurants (up to 3,000 sq. ft. with no drive-thru) as Permitted Uses in the C-1 District would assist in attracting new businesses to the Village Center. Chairperson Oppenheim commented that the Village is receiving a lot of interest from Self-Improvement Facilities such as fitness studios who are inquiring about locating their businesses in Deerfield, and would like to know if the commissioners thought it is a wise decision to add them as a Permitted Use in the C-1 District. Commissioner Benton commented that although the Village would like to have a downtown area with a prosperous and successful retail focus, the reality is that the types of business that are interested in locating in Deerfield are changing, and new types of Permitted Uses need to be added in order to fill the empty tenant spaces and meet the reality of today's market.

Chairperson Oppenheim commented that Commissioner Jacoby had said she was in favor of having Self-Improvement Facilities as a Permitted Use, and asked if any other Plan Commissioners agreed. Commissioner Berg agreed, and asked Mr. Ryckaert if a Cross-Fit Facility would be considered a Self-Improvement Facility. Commissioner Jacoby commented that a Cross-Fit Facility would need a much larger space than 1500 square feet. Chairperson Oppenheim asked for clarification on the maximum square footage requirement for a restaurant to be considered a Permitted Use in the C-1 District. Mr. Ryckaert responded that the Plan Commission is considering restaurants up to 3000 square feet would be considered a Permitted Use in the C-1 District, and asked for the Commissioners thoughts on the appropriate maximum square footage for a Self-Improvement Facility as a Special Use. Also, a Cross-Fit Facility would be considered a Self-Improvement Facility as it is a work out facility. A work out facility that offers classes and/or individual training is considered a Self-Improvement Facility.

Commissioner Benton inquired if Self-Improvement Facilities would generate sales tax revenue for the Village. Mr. Ryckaert commented that a self-improvement facility would not generate sales tax revenue unless the business sold retail products out of their store. If a business that is considered a service use such as a beauty shop or nail salon also had a retail component in which they sold products to their customers, the business would not be considered a retail use, and under the current ordinance would have to apply for a Special Use to locate their business in the C-1 District, since the retail component is not the primary business. Commissioner Jacoby commented that she thought Self-Improvement Facilities (up to 2500 square feet) should be allowed as a Permitted Use in the C-1 District. Mr. Ryckaert added that the market would likely control the number of self-improvement facilities that would be interested in locating their businesses in one area, so the Village should not be overwhelmed by too many self-improvement facilities moving into every tenant space in the C-1 Village Center District. Commissioner Berg asked if Self-Improvement Facilities would be required to also sell retail in the C-1 District. Chairperson Oppenheim clarified that it would not be a requirement, but some self-improvement businesses may also want to sell retail products to their customers. The Commissioners agreed that Self-Improvement Facilities (but only up to 2500 square feet) should be allowed as a Permitted Use in the C-1 District. A lot of the existing Self-Improvement facilities are over 2,500 according to Village files.

Benefits of Downtown Housing and TOD

Chairperson Oppenheim explained that planning articles were provided as background and inquired about the Plan Commissioner's thoughts on transit-oriented development (TOD), which is a modern development trend that allows for mixed-use, residential and commercial development, in an area designed to maximize access to public transit. The reality of modern society is that more and more people are interested in living in the downtown area near public transportation, restaurants, offices and stores. Chairperson Oppenheim commented that the C-1 District would be a prime location for transit-oriented development, as it is near the Deerfield Metra Train Station.

Commissioner Moyer commented that the Village should look into other towns in the area that have moved towards transit-oriented development in their downtown areas to find out if allowing more residential development in their downtown areas has been beneficial to the community (both socially and financially). Commissioner Benton commented that most of the towns that also have Metra Station stops on the Milwaukee District North Line have recently had higher density apartment/condo developments built near their train stations; pointing out Morton Grove and Glenview as two examples of Village's that have apartment developments next to their Metra Stations. Mr. Ryckaert commented that the concept would be to allow for more residential development in the C-1 District so that the Village Center would have a more substantial residential component if the commissioners thought it was appropriate for the Village Center. If the Plan Commission believes a higher customer base is desirable, consideration could be given to changing the building height in a commercial PUD from 55 feet to 65 feet and a

non-PUD property which is 45 feet. Research data has found that downtown residents spend 3 to 4 times as much money downtown than downtown employees spend, so their spending habits tend to positively benefit businesses financially. Commissioner Berg commented that the Village of Northbrook rejected The Jacobs Companies submittal to build an apartment complex in downtown Northbrook, because the Village wanted an even higher density apartment complex than was proposed.

Chairperson Oppenheim asked what the Village's current regulations were in terms of density in the C-1 District for mixed-use development. Mr. Ryckaert explained that the maximum height for a Commercial Planned Unit Development (PUD) in the C-1 District is 55 feet and the mixed-use developments in the Village Center are 4 stories (See attached Commercial PUD requirements). The setbacks from the street are minimal in order to achieve a downtown feel with the buildings close to the street (e.g. Deerfield Center at southeast corner of Deerfield Road and Waukegan Road) to give the feel of a downtown. In addition to building setbacks and building height, other requirements for a mixed-use development include: parking, minimum land unit per dwelling units, maximum lot coverage, open space requirement, storm water requirements, and the Special Use/PUD standards – all of these are taken into account when approving a development. Commissioner Moyer asked if the buildings at Village Square were at the maximum 55-foot height. Mr. Ryckaert commented that the tallest building in Deerfield Square is the 4 story office building (with retail on the first floor and office on the 3 floors above) at 53 feet to the top of the roof deck, and to the top of the buildings' architectural element is at about 70 feet. The tallest building in Deerfield Centre is a 4 story building (retail on the first floor with 3 stories of apartments above) that is approximately 51 feet in height.

The commissioners discussed increasing the maximum height for PUDs in the C-1 District which could attract developers interested in building apartment/condo developments in the downtown. Prior to tonight's meeting, Chairperson Oppenheim asked Mr. Ryckaert to check into the zoning requirements for mixed-use developments in some of the surrounding communities. Mr. Ryckaert indicated that height is usually an issue that causes a lot concern with new development. Other local communities' maximum height requirements vary. For example: Highland Park has a maximum height of 63 feet with a maximum of 5 stories in the downtown area, as well as specific height requirements that range from 4 to 6 stories in areas surrounding the downtown district. Glenview has a maximum height requirement of 65 feet with a maximum of 5 stories. Lincolnshire has a maximum height requirement of 40 feet with a maximum of 3 ½ stories. Arlington Heights has a maximum height requirement of 90 feet in the downtown district. Northbrook has a maximum height requirement of 45 feet with a maximum of 3 stories in the Central Business District; a maximum height requirement of 55 feet with a maximum of 4 stories in the Regional Shopping District; and a maximum height requirement of 45 feet with a maximum of 3 stories in the Boulevard Commercial District. Mr. Ryckaert commented that the recent new construction of apartment developments on Skokie Boulevard in Northbrook probably went through a variation

process as the buildings exceed Northbrook's maximum height requirements in the zoning ordinance.

Chairperson Oppenheim commented that research data has shown that there is a real value to promoting more residential development in the downtown area. The Village's regulations are currently controlled by the bulk regulations which determine the setbacks, the maximum lot coverage and the maximum height requirements.

Chairperson Oppenheim commented that raising the maximum height requirement in the C-1 District would allow the Village to make a statement and promote more density in the Village Center District; reiterating that the maximum height requirement in the C-1 District is currently 55 feet. Mr. Ryckaert commented that, under the current regulations, if a developer was interested in building a development taller than 55' (which a 4-story building can be constructed within) in the C-1 District, they are able to apply for a variance and make their case to the Village to allow for a larger/denser development. Chairperson Oppenheim commented that 5 stories is not an exorbitant height and that a building of that height could fit in with the existing architecture in downtown Deerfield. Commissioner Jacoby commented that residential areas surrounding the C-1 District may have an issue with the visual obstruction that a taller 5 story building could create.

Mr. Ryckaert pointed out that even if the zoning ordinance were changed to allow taller building in the C-1 District, the developer would be required to apply for a Special Use/PUD, in which the Village would take careful consideration of the proposed project. Commissioner Moyer commented that a parking garage would likely be necessary for a mixed-use development with retail spaces on the ground floor and residential units on the upper floors. Mr. Ryckaert explained that Special Use/PUDs have bulk requirements and PUD standards to meet. The commissioners also discussed recent trends in urban planning and development is to have less parking in downtown areas, as these areas can be easily accessed by public transportation or by foot.

Chairperson Oppenheim pointed out that the Village considered TOD in the northwest quadrant many years ago in Request for Proposals and also recently Tucker's TOD in the northeast quadrant of the Village Center. Commissioner Moyer commented that downtown Deerfield has less space for larger developments than our neighboring communities' have in their downtown areas. Commissioner Jacoby commented that she doesn't feel there is a need to increase the height requirements for buildings in the C-1 District, since developers have the option of applying for a variation to the Special Use/PUD if their proposed project is larger than the allowable 55 feet that gives them a 4 story building. Chairperson Oppenheim commented that the Village's zoning restrictions for the C-1 District are held as standards for the image that the Village wants to maintain in its downtown area, and acts as an overall guideline for the type of developments that the Village is interested in having in its downtown area. She added that by keeping the existing height requirements for the C-1 District, the Village is communicating a message to developers about the kind of developments the Village wants in its downtown area. Chairperson Oppenheim feels that it would be beneficial to

the development of the Village's C-1 District to increase the height requirements. Commissioner Shayman commented that he feels that the height requirements should remain the same, and that developers should make their case for the additional height when they bring a project to the Village. He believes that the upper stories of taller buildings should be terraced back to minimize the impact on the adjacent neighborhood and that can be addressed as part of the approval process. Chairperson Oppenheim commented that she understood the Commissioners' apprehensions about allowing additional height to buildings in the C-1 District, and pointed out neighbors' resistance to the development of the townhouses by the train station due to their height. The Plan Commission determined that it was best not to increase the height requirements in the C-1 District, as developers have the option of petitioning the Village for a taller building with more stories.

Commissioner Shayman asked if a mixed-use development in the C-1 District would be required to apply for a PUD. Mr. Ryckaert stated that any major redevelopment would need to be done as a PUD. There is a minimum lot requirement of 1 acre for a Commercial PUD in the C-2 District; however, there is not a minimum lot requirement for a Commercial PUD in the C-1 District.

Chairperson Oppenheim explained that the next step was for Mr. Ryckaert to put together a summary of the changes to the C-1 Village Center Zoning District that the Plan Commission is considering. The Village is then going to notify all of the property owners in the C-1 District of the proposed updates and invite them to a public hearing to get their reaction.

There being no further business to discuss the meeting adjourned.

Respectfully Submitted,
Mary Glowacz

12.05 COMMERCIAL PLANNED UNIT DEVELOPMENT

In addition to the general standards and criteria of this Article, Commercial Planned Unit Developments shall be subject to the following standards and regulations:

12.05-A Permitted Uses

The permitted uses within a Commercial Planned Unit Development shall be limited to those permitted uses allowed in the underlying commercial district.

12.05-B Special Uses

The special uses within a Commercial Planned Unit Development shall be limited to those special uses allowed in the underlying commercial district.

12.05-C Accessory Uses

The accessory uses within a Commercial Planned Unit Development shall be limited to those accessory uses allowed in the underlying commercial district.

12.05-D Minimum Size of Site (Ord. 0-84-40)

1. The following minimum gross areas shall be required of each site for consideration of a Commercial Planned Unit Development:

<u>Zoning District</u>	<u>Gross Area (acres)</u>
C-1	Zero
C-2, C-3	2

2. A minimum of four acres shall be required for each site for consideration for a C-2 Outlying Commercial Planned Unit Development - Special Use Hotel and a minimum of 1,400 square feet of land area shall be required for each rentable hotel room.

12.05-E Minimum Land Area per Dwelling Unit (Ord. 0-80-23)

In a Commercial Planned Unit Development containing dwelling units, a minimum land area of 2,500 square feet per dwelling unit shall be provided, except in the case of Senior Citizen Housing wherein a minimum land area of 595 square feet per dwelling unit shall be required.

12.05-F Minimum Lot Area

No minimum lot area shall be required.

12.05-G Minimum Lot Width

No minimum lot width shall be required in the C-2 and C-3 districts. In the C-1 district, 100 feet of frontage shall be required.

12.05-H Minimum Setbacks

The following minimum setbacks shall be provided and maintained:

1. Perimeter Setbacks

The minimum yard requirements of the underlying district are applicable only to the exterior boundaries of the Commercial Planned Unit Development.

In the C-1 Village Center District, building setbacks are: Not less than five (5) feet for a front yard, and no minimum required side yard except a corner side yard shall not be less than five (5) feet, a side yard adjoining a residential district shall be no less than twenty-five (25) feet, any building containing residential dwelling units shall have a minimum side yard of twelve (12) feet on each side of the lot, and where a side yard is provided even though not required, it shall be at least five (5) feet, and a rear yard of 10 feet, except a rear yard adjoining a residential district shall be no less than 25 feet.

2. Between Buildings

The setback of buildings and structures within the site shall take due consideration of public safety especially with regard to fire hazards, traffic sight lines and access for emergency equipment.

3. C-2 PUD/Hotel (Ord. 0-84-40)

In the case of a C-2 Outlying Commercial Planned Unit Development-Special Use Hotel, a minimum perimeter setback shall be required for the exterior boundaries of the Planned Unit Development. The minimum front setback shall be no less than 100 feet and the side yard setbacks shall be no less than 75 feet.

12.05-I Open Space

1. Minimum Usable Open Space

Not less than ten (10) percent of the gross area of a Commercial Planned Unit Development shall be devoted to permanent usable open space.

2. Guarantees

The Village shall require adequate guarantees to enforce the establishment and continued maintenance and improvement of all required open spaces.

12.05-J Maximum Building Height

1. C-1 District

No building or structure shall be erected or structurally altered to exceed fifty-five (55) feet in height.

2. C-2 and C-3 Districts

No building or structure shall be erected or structurally altered to exceed the maximum building height of the underlying district.

12.05-K Maximum Lot Coverage

The total ground area occupied by all principal and accessory buildings shall not exceed the following:

<u>Zoning District</u>	<u>Maximum Lot Coverage</u>
C-1	75%
C-2, C-3	30%

12.05-L Parking and Loading Requirements (Ord. 0-79-80)

Adequate off-street parking and loading facilities shall be provided and in no event shall the parking or loading facilities be less than required in Article 8, Off-Street Parking and Off-Street Loading, except in case of Senior Citizen Housing wherein the required number of parking spaces per dwelling unit shall be .50.



Village of Deerfield Central Business District

Northwest Quadrant

Deerfield Road	812	AT&T Building
Hazel Avenue	826-853	Residential
Jewett Park Drive	836	Jewett Park Community Center, Deerfield Park District
Park Avenue	953-965	Residential
Waukegan Road	800	Fleet Feet
	806	Walter's Taylor Shop, Inc.
	808	Cherry Pit Cafe
	810	MG Nails
	812	Mini Cole Designer, Ltd
	814	Sweetness Blossom Shop
	816	Studio Beads
	824	First Presbyterian Church of Deerfield
	880	Deerfield Village Hall
	890	Deerfield Public Library
	900-1000	Residential

Northeast Quadrant

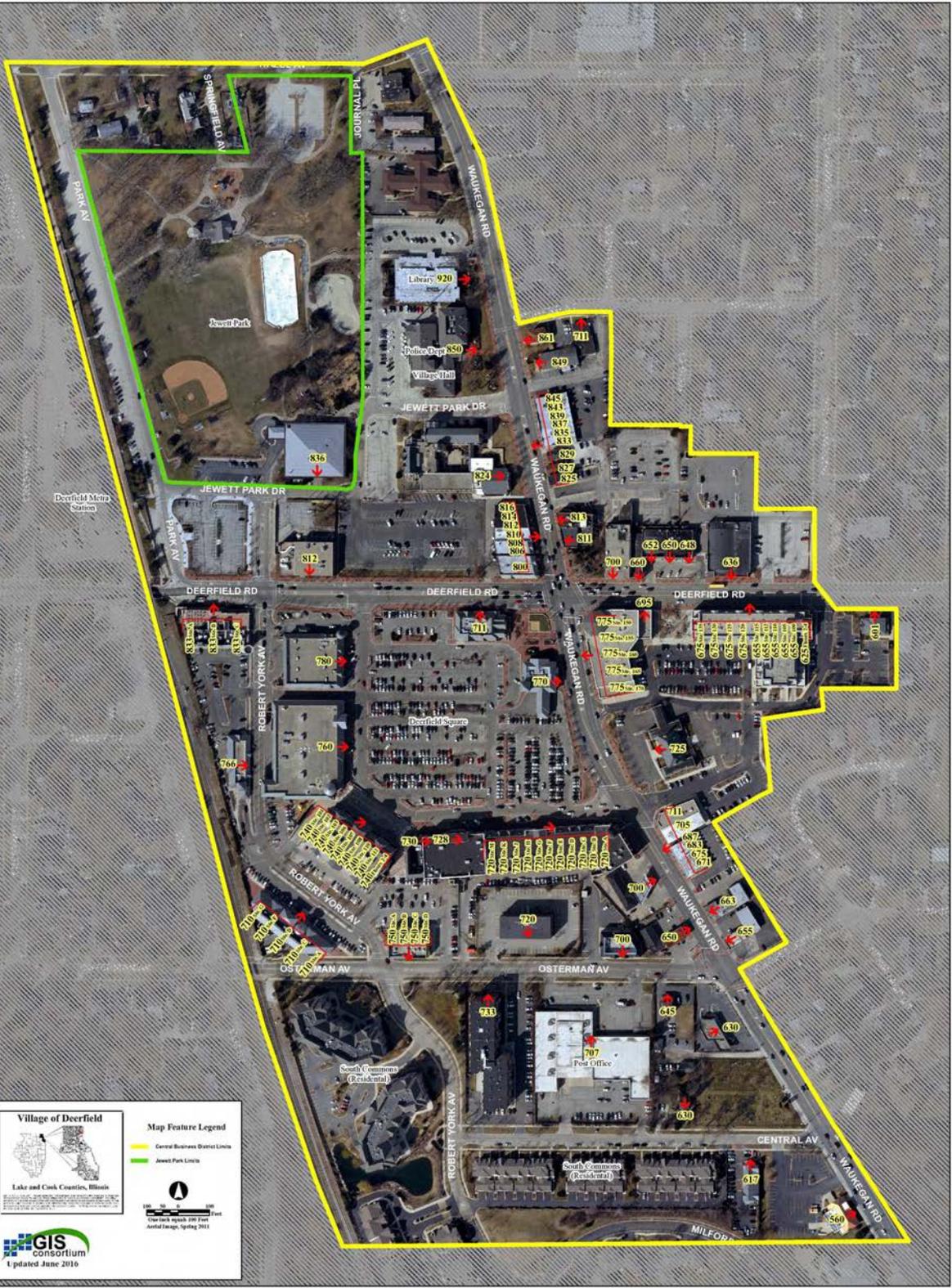
Deerfield Road	636	Vacant
	648	Italian Kitchen Restaurant
	650	Hanalei Cleaners
	652	Golden Star Chinese Food
	654	Vacant
	656	Berkshire Highway Home Service
	660	Deerfield Bank & Trust
	700	U.S. Bank
Orchard Street	711	Dental Offices & Escape Beauty Salon
Waukegan Road	811	Music Center of Deerfield
	813	Deerfields Bakery
	825	Right Bank Sator/Mike Rizzo State Farm Insurance
	827	Guys & Co.
	829	Jelli Goods
	833	Worldwide Liquors
	835	Upper Crust Bagel
	837	Vacant
	839	Fish Planet
	843	Dear Franks
	845	Sherry's Cleaners
	849	Essence Pilates/American Legion
	861	Residential Apartment Building

Southwest Quadrant

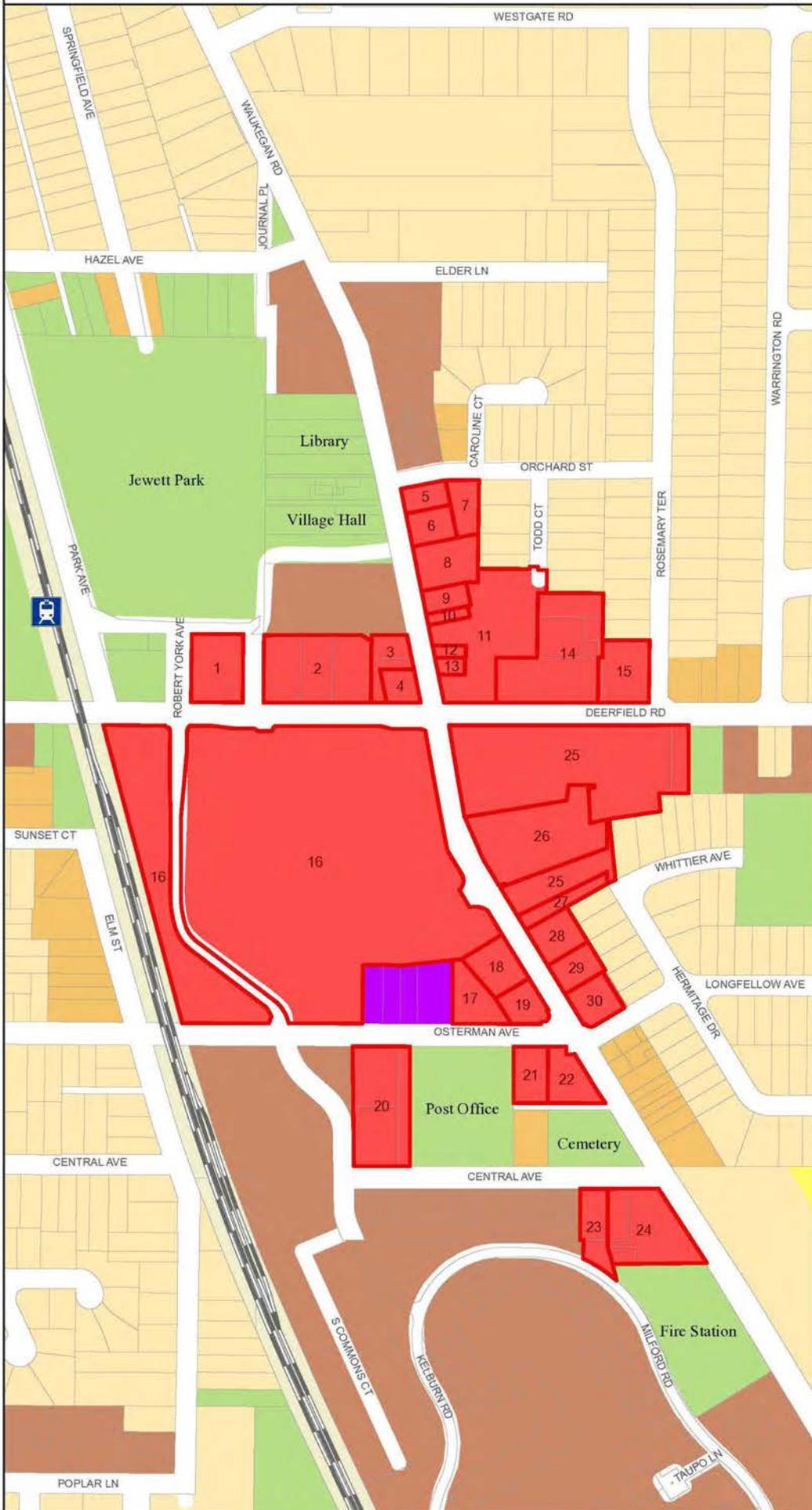
Central Avenue	617	Renu Day Spa
	620	Residential
	671-745	Residential-South Commons
Deerfield Road	711	Biaggi's Ristorante Italiano
	833 Suite A & B	Tax Tavern & Grill
	833 Suite C	Rhapsody Cafe
Osterman Avenue	645	Village Music Store
	700	The Jacobs Companies, LLC
	707	Deerfield U.S. Post Office
	720	Medical Office Building
	733	One Deerfield Place Senior Housing
	750 Suite A	If Formo
	750 Suite B	Commons Cleaners
	750 Suite C	Otero's Barbershop
	750 Suite D	Osterman Cleaners
Robert York Road	710 Suite A	Deerfield Orthodontics
	710 Suite C	Grace Barra Ju-Jitsu
	710 Suite D	Vacant
	710 Suite F & G	Care Power Yoga
	766	Grand Prix Car Wash
Waukegan Road	860	Rosebud Italian Country House & Pizzeria
	830	Bank Financial
	860	Mobil Gas Station
	700	Marathon Gas Station
	720 Suite A	Elizabeth Arden Red Door Salon & Spa
	720 Suite B	Mia's Fine Jewelry
	720 Suite C	Roni Modern Mediterranean Restaurant
	720 Suite D	Robert Vance
	720 Suite E	Vacant
	720 Suite F	Runway
	720 Suite G	B Friends
	720 Suite H	Ann Taylor Loft
	720 Suite J	Pure Barre
	720 Suite K	Avenue Fishoms
	720 Suite M	Vacant
	726	Barnes & Noble Bookstore
	730	Dao Restaurant
	740 Suite 101	Footloose
	740 Suite 102	Just Between Friends
	740 Suite 103	Josh's On The Square
	740 Suite 106	North Shore Hair Transplant Specialists
	740 Suite 107	Deerfield Chiropractic
	740 Suite 108	F.I.T. Boutique
	740 Suite 110	Probability Sandwich Works
	740 Suite 112	Coldwell Banker
	740 Floors 2-4	Offices
	760	Whole Foods Market
	770	Chase Bank
	780	Walgreens

Southeast Quadrant

Deerfield Road	625 Floors 2-4	Deerfield Village Apartments
	655 Suite 100	LPS Store
	655 Suite 105	Alley Cleaners
	655 Suite 110	Seta Salon
	655 Suite 112	Kilbuck
	655 Suite 115	Vogue Jewelers
	675 Suite 120	Chipotle
	675 Suite 125	House of Style
	675 Suite K	Starbucks
	675 Suite F	Vacant
	695	Bobby's Deerfield
Waukegan Road	655	Deerfield Shell
	663	Deerfield Auto & Tire Clinic
	671	Baskin Robbins
	675	Salon
	683	Mani Cleaners
	687	Intouch
	705	Deerfield Cyclerie
	711	Vacant
	725	Fish Midwest Bank
	775 Suite 150	Pet People
	775 Suite 155	Vacant - 2nd Floor (Former Prime Source Health Care)
	775 Suite 160	Leather Creations
	775 Suite 165	Speed Store
	775 Suite 170	Fannie Mae Candies/Menchie's Frozen Yogurt



C-1 District Review

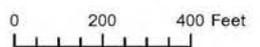


Property List

No.	Property
1	AT&T Building
2	Municipal Parking Lot
3	Fiorini Building
4	Taxman Building
5	Apartments
6	American Legion Building
7	711 Orchard Building
8	Marshall Mall
9	Bernardi Building
10	Rizzo Building
11	US Bank
12	Deerfield Bakery
13	Bernardi Building
14	Deerfield Shopper's Court
15	Municipal Parking Lot
16	Deerfield Square
17	Jacobs Co. Building
18	Marathon Gas Station
19	Mobil Gas Station
20	One Deerfield Place
21	Village Music Store
22	Bank Financial
23	Renu Salon & Spa
24	Rosebud Restaurant
25	Deerfield Village Centre
26	First Midwest Bank
27	Deerfield Cyclery
28	Mini Mall
29	Deerfield Auto & Tire
30	Shell Gas Station

Zoning Classifications

SYMBOL	DIST.	PERMITTED USES
	R-1	SINGLE FAMILY DISTRICT ONE FAMILY DWELLINGS AND ACCESSORY USES
	R-2	SINGLE FAMILY DISTRICT SAME AS R-1
	R-3	SINGLE FAMILY DISTRICT SAME AS R-1
	R-4	SINGLE & TWO FAMILY ONE FAMILY & TWO FAMILY DWELLINGS & ACCESSORY USES
	R-5	GENERAL RESIDENCE ONE FAMILY & TWO FAMILY DWELLINGS & ACCESSORY USES
	C-1	VILLAGE CENTER
	C-2	OUTLYING COMMERCIAL
	C-3	LIMITED COMMERCIAL OFFICE
	I-1	OFFICE, RESEARCH, RESTRICTED INDUSTRY
	I-2	LIMITED INDUSTRIAL
	P-1	PUBLIC LANDS SCHOOLS, PARKS, PUBLIC BUILDINGS & CEMETERIES



Current List of Permitted and Special Uses in the C-1 Village Center District

ARTICLE 5

COMMERCIAL DISTRICTS

5.00 PREAMBLE

The regulations of the commercial districts are intended to control the development of commercial uses needed to provide the people of the Village with goods and services. These uses are regulated based not only upon their impact upon public facilities, but also with their compatibility with other types of uses. In particular, attention has been focused upon protection of the capacity and safety characteristics of the thoroughfare system and preservation of the residential neighborhoods of the Village.

5.01 C-1 VILLAGE CENTER DISTRICT

5.01-A District Description and Policies

1. Description of District

The C-1 Village Center District provides for the establishment and preservation of the vital economic and social core of the community, the Village Center. This district allows a range of compatible retail, financial, service, governmental, professional and residential uses in a setting conducive to and safe for a high volume of pedestrian traffic.

2. Special Policies

- a. Pedestrian-oriented retail and service functions will be encouraged to expand within the Village Center whereas automotive-oriented uses, such as automobile service stations, will not be encouraged to expand.
- b. Expansion of both the range and size of shopping facilities will be promoted and office, governmental, recreational and cultural uses will be encouraged to remain and expand their facilities.
- c. The development of a balanced quantity of residential dwelling units, particularly if part of a planned unit development, and when designed to provide residents with adequate off-street parking, vehicular access and open space, shall be encouraged.
- d. In planning for new development in, or expansion of, the Village Center District, consideration shall be given to improving access to and circulation within the area and providing adequate and convenient off-street parking.

5.01-B Permitted Uses - All Locations (Ord. 0-89-28)

1. The following uses are permitted in all locations in the C-1 Village Center District:
 - a. Antique Shops.
 - b. Art Galleries.
 - c. Art and School Supply Stores.
 - d. Bakeries.
 - e. Bath Supply or Accessory Store.
 - f. Bicycle Stores: sales, rental and repair.
 - g. Book and Stationery Stores.
 - h. Cabinet Sales establishment (not including cutting, assembling, or manufacturing on premises).
 - i. Camera and Photograph Supply Stores.
 - j. Candy and Confectionery Stores.
 - k. Carpet, Rug and Floor Covering Stores, but not including carpet and rug cleaning.
 - l. Catalog Sales (mail order with retail showroom).
 - m. China, Glassware and Metalware Stores.
 - n. Clock Store.
 - o. Closet Furbishing and Accessory Store.
 - p. Coin, Stamp, Precious Metal or similar Shop.
 - q. Computer Equipment and Supplies Store.
 - r. Craft Supply Store.
 - s. Delicatessen.
 - t. Department Stores.
 - u. Drapery, Curtain, and Window Covering Shop.
 - v. Drug Stores and Pharmacies.
 - w. Dry Goods Store.
 - x. Fabric and Yarn Stores.
 - y. Florist Shops and Plant Stores, retail sales only.
 - z. Food Stores, Grocery Stores and Supermarkets (deleted 0-02-44)
 - aa. Furniture Stores, including upholstery and repair when conducted as part of the retail operation and secondary to the principal use.
 - bb. Furriers and Fur Apparel Stores.
 - cc. Garden Supply Shops (indoor only).
 - dd. Gift Shops.
 - ee. Glass and Mirror Shop.
 - ff. Hardware Stores, retail sales only.
 - gg. Hobby Shops.
 - hh. Household Appliance Stores, including repair when conducted as part of the retail operation and secondary to the principal use.

- ii. Ice Cream and Yogurt Stores, but not including those operations which sell a wide variety of other non-ice cream or yogurt menu items.
- jj. Interior Decorating (with retail inventory on display).
- kk. Jewelry Stores.
- ll. Leather Goods and Luggage Stores.
- mm. Liquor Store (deleted 0-97-45)
- nn. Luggage and Suitcase Store.
- oo. Magazine and Newspaper Stores.
- pp. Meat and Fish Stores, retail sale only.
- qq. Medical Appliance and Supply Store.
- rr. Musical Instruments, sales and repair.
- ss. Newspaper and Magazine Store.
- tt. Office Supply Store.
- uu. Optician Sales, retail sales only.
- vv. Paint, Glass and Wall Covering Stores.
- ww. Pet Shops.
- xx. Phonograph Record, Tape and Sheet Music Stores.
- yy. Picture Framing, including self-service, when conducted for on-premises retail trade.
- zz. Pool and Patio Store (indoor only).
- aaa. Radio and Television Sales.
- bbb. Shoe Stores.
- ccc. Sporting Goods and Sportswear Stores.
- ddd. Tobacco Shops (deleted 0-97-45)
- eee. Toy Stores.
- fff. Variety Stores.
- ggg. Video Tape and Disk (Sales only, no rental permitted).
- hhh. Wearing Apparel Stores.

5.01-C Special Uses

1. Special Uses - Class A

Due to their nature, certain uses are not only compatible with the Permitted Uses listed in Article 05.01-B, but also encourage, enhance, and facilitate the establishment and ongoing vitality of the Permitted Uses. These uses are allowed in the C-1, Village Center as Permitted Uses if located above the ground floor level. The following uses may only be located on the ground floor level in the C-1 Village Center District if a Class A Special Use Permit is issued for the use subject to the provisions of Article 13.11 and if in addition to meeting the standards set forth in Article 13.11-D, the applicant for a Class A Special Use can demonstrate that the establishment of the Special Use will not be injurious to the character of the C-1 Village Center District as a retail center for the Village.

- a. Accounting, Auditing and Bookkeeping Offices.
- b. Artists' Studios.
- c. Barber Shops.

- d. Beauty Shops: except those beauty shops and/or cosmetic supply stores which sell products which can only be purchased by a customer possessing a state license. (Ord.0-97-45)
 - e. Blueprinting and Photocopying establishments.
 - f. Business and professional offices.
 - g. Business Machine Repair and Service.
 - h. Dry cleaning and laundry establishments, including self-service, coin-operated equipment; provided that the floor area devoted to any one such establishment (including floor area devoted to accessory uses as well as the principal use) shall not exceed 2,000 square feet.
 - i. Food catering establishments.
 - j. Insurance Agencies.
 - k. Interior Decorating Shops, including upholstery and making of draperies, slip covers and other similar articles, when conducted as part of retail operations and secondary to the principal use.
 - l. Medical and/or Dental Facilities.
 - m. Medical and/or Dental Laboratories.
 - n. Photographic Studios.
 - o. Radio and Television Service and Repair Shops.
 - p. Real Estate Offices.
 - q. Secretarial Services.
 - r. Security and Commodity Brokers.
 - s. Shoe, Clothing and Hat Repair Shops.
 - t. Tailor and Dressmaking Shops, employing not more than five persons.
 - u. Travel Agencies and Transportation Ticket Offices.
 - v. Video Tape Rental Stores.
2. Special Uses - Class B permitted only as a Special Use in all locations in the C-1 Village Center District subject to the provisions of Article 13.11 and if in addition to meeting the standards set forth in Article 13.11-D, the applicant can demonstrate that the establishment of the Special Use will not be injurious to the character of the C-1 Village Center District as a retail center for the Village.
- a. Retail Business Uses.
 - (1) Automobile Accessory and Parts Shops, including servicing and installation of products.
 - (2) Garden Supply Sales, including open sales and storage area; provided, that each such area is located at least one hundred fifty (150) feet from a residential district and is fenced and screened as required below:
 - (a) Fencing.

Fencing shall be provided around all outdoor sales areas. This fencing must be at least seven (7) feet in height.

(b) Screening.

Screening shall be provided as required by the Plan Commission to ensure the enjoyment of surrounding properties and provide for the public safety in accordance with Article 13, Administration and Enforcement-Special Use.

- (3) Restaurants, Sit-Down or Carry-Out. See definition in Article 14.
- (4) Motorcycle and accessories sales and service stores, when conducted entirely within the store itself.
- (5) Tobacco Shops (Ord.0-97-45)
- (6) Liquor Stores and liquor sales areas included as accessory uses in food or drug stores. (Ord.0-97-45)
- (7) Coffee shops, tea shops, bagel shops and similar operations, subject to all zoning regulations applicable to restaurant uses. (Ord.0-97-45)
- (8) Pharmacy with related drive-thru facility providing adequate vehicle stacking space. (Ord.0-98-33)
- (9) Food Stores, Grocery Stores and Supermarkets. (Ord.0-02-44)
- (10) Retail Stores with gross floor area of 10,000 square feet or more. (Ord.0-02-44)

b. Service Uses.

- (1) Automobile Service Stations.
- (2) Banks, Savings and Loan Associations and other Financial Institutions, with or without drive-in facilities.
- (3) Drive-through automatic teller machine operated in connection with a Bank, Savings and Loan or other Financial Institution. (Ord. 0-93-47)
- (4) Drive-thru car wash facility providing adequate vehicle stacking space when part of a C-1 Village Center District PUD of more than five acres in size." (Ord.0-98-33)

(5) Mail and parcel packaging, shipping and receiving, and business service store. (Ord.0-00-25)

c. Residential Uses.

(1) Dwelling Units, provided that where dwelling units are located in a principal building containing business uses, they shall be above the ground floor.

(2) Senior Citizen Housing.

d. Recreation and Social Facilities.

(1) Clubs and Lodges - private and not-for-profit.

(2) Theaters, indoor only, including live entertainment.

(3) A self-improvement facility including physical exercise and sport training schools not including those uses specifically provided for in Article 5.02-C.

e. Public Service and Utility Uses.

(1) Bus passenger shelters.

(2) Essential services - provided that they are properly screened as set forth in Article 2, General Provisions.

(3) Railroad rights-of-way.

(4) Parking Lots and Structures, when not located on the same lot as the principal use to which it is accessory.

(5) Parking Lots and Structures, other than accessory for the storage of private passenger automobiles only.

(6) Public Utility Offices.

f. Educational Institutions.

(1) Business or Professional Schools, but not trade or vocational schools.

(2) Music and Dance Schools.

g. Public and Governmental Land and Buildings.

- (1) Historical Buildings and Landmarks preserved for public inspection and operated not-for-profit.
- (2) Museums, operated not-for-profit.
- (3) Post Offices.
- (4) Public Libraries.
- (5) Governmental buildings and uses, including public parking facilities.
- (6) Public Parks, Plazas and Arcades.

h. Religious institutions.

- (1) Places of Worship.
- (2) Residences for Religious Personnel.

i. Planned Unit Developments.

36) j. Shopping Center/Planned Unit Development (Ord. 0-90-

k. Multiple-Use Developments.

Developments containing two or more Permitted or Special Uses on the same zoning lot in a single structure which existed prior to the adoption of this Ordinance. Such developments shall comply with all applicable provisions of this Ordinance except those provisions pertaining to district bulk requirements.

l. Multiple-Use Developments - Enlargement of Existing Structures.

Developments containing two or more Permitted or Special Uses on the same zoning lot in a single structure which existed prior to the adoption of this Ordinance and which may be subsequently expanded provided that all applicable provisions of the Ordinance are met.

5.01-D Temporary Uses

Temporary Uses and structures may be allowed subject to the issuance of temporary use permits in accordance with the provisions of Article 11, Temporary Uses and Structures. These uses and structures may include the following as well as uses and structures similar to the following:

1. Carnival or Circus.
2. Christmas Tree Sales.
3. Contractors' Office and Equipment Sheds.
4. Home and Garage Sales.
5. Real Estate Sales Office and Model Units.
6. Block Parties and Street Dances.
7. Temporary Outdoor Sales.

5.01-E Accessory Uses

In the C-1 Village Center District, accessory uses and structures as regulated by Article 2, General Provisions, may include the following as well as uses and structures similar to the following:

1. Garages, carports or other parking spaces.
2. Signs, as regulated by Article 9, Signs.
3. Fences, as regulated by Article 2, General Provisions.
4. Tool Sheds and other Similar Storage Buildings.
5. Vending Machines.

5.01-F Bulk Regulations

In the C-1 Village Center District, uses and structures shall conform to the following bulk regulations:

1. Minimum Lot Area

A minimum lot area is not required, except that:

- a. No lot or tract of land existing on or after November 15, 1971 shall be subdivided into smaller lots without first being authorized as a Special Use showing the proposed use of each new parcel and an acceptable method of providing for safe and coordinated traffic flow including provisions for ingress, egress and parking.
- b. There shall be provided not less than two thousand five hundred (2,500) square feet of lot area for each permitted dwelling unit.

2. Minimum Lot Width

A minimum lot width is not required.

3. Minimum Yards

The following minimum yards shall be provided and maintained:

- a. Front Yard - not less than five (5) feet.
- b. Side Yard - a minimum side yard shall not be required except:
 - (1) A corner side yard shall be not less than five feet.
 - (2) A side yard adjoining a residential district shall be no less than twenty-five (25) feet, measured from the district line.
 - (3) Any building or structure containing residential dwelling units shall have a minimum side yard of twelve (12) feet on each side of the lot.
 - (4) Where a side yard is provided even though not required, it shall be at least five (5) feet.
- c. Rear Yard - not less than ten (10) feet, except that a rear yard adjoining a residential district shall be no less than twenty-five (25) feet in depth, measured from the district line.

4. Maximum Lot Coverage

The total ground area occupied by any principal building, together with all accessory buildings, shall not exceed seventy-five (75) percent of the total area of the lot.

5. Maximum Building Height

No building or structure shall be erected or structurally altered to exceed a height of forty-five (45) feet.

5.01-G District Standards

All of the property located in the C-1 Village Center District is subject to the general standards and regulations of this Ordinance.

Property located in this district is also subject to the following standards:

1. Retail or Service Only

All business establishments shall be retail or service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail on the premises where produced.

2. Operation Within Enclosed Structures

All business, service, storage and display of goods shall be conducted within completely enclosed structures, except:

- a. Off-street Parking and Loading;
 - b. Automobile Service Stations, outdoor sales accessory to garden supply stores, and outdoor tables accessory to restaurants when permitted as a special use;
 - c. Sales or Display of Merchandise sold or offered for sale through vending machines provided such machines do not occupy an aggregate ground area of more than sixteen (16) square feet; and
 - d. Temporary Open Sales or Sidewalk Sales, when authorized pursuant to Article 11, Temporary Uses and Structures.
3. Restriction on Sales and Services Involving Parked Motor Vehicles

No business establishments, except automobile service stations or drive-in bank facilities when authorized as special uses, shall offer goods or services directly to customers waiting in parked motor vehicles, or sell beverages or food for consumption on the premises in parked motor vehicles.

4. Truck Parking

The parking of trucks as an Accessory Use, when used in the conduct of a permitted or special use listed in this section shall be limited to vehicles of not over one and one-half (1-1/2) tons capacity when located within one hundred fifty (150) feet of a residential district.

5. Limit on Warehousing

Warehousing and storage as an Accessory Use shall not exceed forty (40%) percent of the floor area of any building. For the purpose of this provision, basement floor areas shall be included in the computation of the floor area of the building.

6. Landscaping of Required Yards

Required yards of developed lots shall be landscaped and unpaved except for necessary drives, parking areas and walks.

7. Parking Requirements

Off-street parking and loading spaces shall be provided in accordance with Article 8, Off-street Parking and Loading.

8. Signs

Signs shall conform to the applicable requirements as set forth in Article 9, Signs.

9. Fencing and Screening

Fencing and Screening shall be provided and regulated in accordance with Article 2, General Provisions.

~~5.02 C-2 OUTLYING COMMERCIAL DISTRICT~~

~~5.02-A District Description and Policies~~

~~1. Description~~

~~The C-2 Outlying Commercial District is a specialized district established to permit and regulate commercial uses which are essentially automobile oriented and which are located outside of the Village Center. This District recognizes that significant traffic problems exist along adjoining arterial traffic routes, and that without careful planning and design, such traffic problems may be acutely intensified. The uses in this District will be carefully regulated to control their impact upon public facilities and other types of uses. Expansion of the C-2 Outlying Commercial District will be discouraged except in areas where significant considerations make the area particularly suitable for this type of commercial development.~~

~~2. Policies~~

- ~~a. Planned Developments pursuant to Article 12 will be encouraged.~~
- ~~b. Strip commercial development is the development of an elongated commercial district which parallels a highway or street and which may include, but is not limited to, one or more of the following characteristics: shallow lot depth with abutting non-commercial uses to the rear, inadequate front yard landscaping, a proliferation of ingress and egress points, inadequate sign control, and inadequate provisions for off-street parking and loading facilities. Creation of a new strip commercial development will be discouraged. Extension of existing strip commercial developments will be permitted only when such development would constitute the sole reasonable use of the property, where adequate buffering is provided and~~

Current List of Permitted and Special Uses in the C-3 Limited Commercial Office District

5. Restriction on Sales and Services Involving Parked Motor Vehicles (Ord. 0-82-50 and 0-92-30)

No business establishments, except restaurants with drive-through facilities as permitted in accordance with Article 5.02-C,1,d, automobile service stations, drive-in bank facilities, or dry cleaning and laundry establishments when authorized as Special Uses, shall offer goods or services directly to customers waiting in parked motor vehicles or sell beverages or food for consumption off the premises or on the premises in parked motor vehicles.

6. Truck Parking

The parking of trucks as an Accessory Use when used in the conduct of a permitted or special use listed in this Section, shall be limited to vehicles of not over one and one-half (1-1/2) tons capacity when located within one hundred and fifty (150) feet of a residential district boundary line.

7. Landscaping of Required Yards

Required yards of developed lots shall be landscaped and unpaved except for necessary drives, parking areas and walks.

8. Parking Requirements

Off-street parking and loading spaces shall be provided in accordance with Article 8, Off-street Parking and Loading.

9. Signs

Signs shall conform to the applicable requirements set forth in Article 9, Signs.

10. Fencing and Screening

Fencing and screening shall be provided and regulated as required in Article 2, General Provisions.

5.03 C-3 LIMITED COMMERCIAL OFFICE DISTRICT

5.03-A Description of District (Ord. 0-82-06)

The C-3 Limited Commercial Office District is a specialized district established to permit and carefully regulate a limited variety of commercial uses on lands which are located along certain major streets and which either adjoin or front across from a residential district. This district provides for the development of low traffic generating land uses which are

compatible with surrounding residential properties and which serve as buffers between residential properties and the more intensive commercial or limited industrial districts. This district is characterized by low-intensity uses on well landscaped sites. Retail activities are limited to those which supplement an office use.

Additionally, it is the intent of the Article to permit and encourage the redevelopment of those properties abutting the north right-of-way line of Osterman Avenue lying between Waukegan Road and the Chicago, Milwaukee, St. Paul and Pacific Railroad right-of-way and those properties fronting on the west side of Hoffman Lane.

5.03-B PERMITTED USES

1. Retail Business Uses, as specifically limited by Article 5.03-G.
 - a. Art Galleries
 - b. Book and Stationery Stores
 - c. Drug Stores and Pharmacies
 - d. Florist Shops
 - e. Newsstand, indoor only
 - f. Office Supply Stores
 - g. Opticians Sales, retail

2. Service Uses, as specifically limited by Article 5.03-G.
 - a. Artists' Studios
 - b. Banks, Savings and Loan Associations and other Financial Institutions, but not including drive-in facilities
 - c. Barber Shops
 - d. Beauty Shops
 - e. Blueprinting and Photocopying establishments
 - f. Photographic Studios
 - g. Real Estate Sales Offices
 - h. Travel Agencies and Transportation Ticket Offices

3. Office Uses
 - a. Accounting, Auditing and Bookkeeping Offices
 - b. Business, Professional and Government Offices
 - c. Insurance Agencies
 - d. Medical and Dental Facilities (Ord. 0-85-09)
 - e. Medical and Dental Laboratories
 - f. Real Estate Offices
 - g. Secretarial Services
 - h. Security and Commodity Brokers

5.03-C Special Uses

The following special uses are permitted in the C-3 Limited Commercial Office District when authorized in accordance with the provisions of Article 13, Administration and Enforcement.

1. Service Uses

- a. Animal Hospitals and Veterinary Clinics, but not including outdoor kennels or runs.
- b. Funeral Homes and Undertaking Establishments.

2. Health, Medical and Care Institutions

- a. Nursing Homes and Convalescent Centers.
- b. Nursery Schools and Child Care Facilities.
- c. Institutions for the Care of the Physically, Mentally or Emotionally Disabled.

3. Recreation and Social Facilities

- a. Health Clubs, indoor only.
- b. Racquet, Handball and Tennis Clubs, indoor only.

4. Educational Institutions

- a. Business and Professional Schools.
- b. Trade or vocational schools.

5. Public Utility and Service Uses

- a. Essential Services.
- b. Bus Passenger shelters.
- c. Public Utility Offices.

6. Planned Unit Developments (Ord. 0-82-06)

- a. Commercial Planned Unit Developments, as regulated in Article 12.
- b. Village Center/Commercial Planned Unit Developments, limited to those properties abutting the north right-of-way line of Osterman Avenue, lying between Waukegan Road and the Chicago, Milwaukee, St. Paul and Pacific Railroad right-of-way and those properties fronting on the west side of Hoffman Lane, as regulated in Article 12.

5.03-D Temporary Uses

Temporary Uses, buildings or other structures may be allowed subject to the issuance of temporary use permits in accordance with the provisions of Article 11, Temporary Uses and

Structures. These uses and structures may include the following as well as uses and structures similar to the following:

1. Carnival or Circus
2. Christmas Tree Sales
3. Contractors' Offices and Equipment Sheds
4. Home and Garage Sales
5. Real Estate Office and Model Units
6. Block Parties and Street Dances
7. Temporary Outdoor Sales

5.03-E Accessory Uses

In the C-3 Limited Commercial Office District, accessory uses and structures as regulated by Article 2, General Provisions, may include the following as well as uses and structures similar to the following:

1. Garages, Carports or other Parking Spaces
2. Signs, as regulated by Article 9, Signs
3. Fences, as regulated by Article 2, General Provisions
4. Tool Sheds and other Similar Storage Buildings
5. Vending Machines, indoors only

5.03-F Bulk Regulations.

In the C-3 Limited Commercial Office District, uses and structures shall conform to the following bulk regulations:

1. Minimum Lot Area

A minimum lot area is not required, except that:

- a. No lot or tract of land existing on or after November 15, 1971 shall be subdivided into smaller lots without first being authorized as a Special Use showing the proposed use of each new parcel and an acceptable method of providing for safe and coordinated traffic flow, including provisions for ingress, egress and parking.
- b. For special uses, minimum lot areas may be required as a condition for authorization.

2. Minimum Lot Width

A minimum lot width is not required.

3. Minimum Yards

The following minimum yards shall be provided and maintained:

- a. Front Yard - not less than fifty (50) feet.
- b. Side Yard - a minimum side yard of twelve (12) feet on each side of the lot shall be required except:
 - (1) A corner side yard shall be not less than fifty (50) feet.
 - (2) A side yard adjoining a residential district shall not be less than fifty (50) feet, measured from the district line.
 - (3) No minimum side yard may be required on one side adjoining a similar use if, a use is processed as a Special Use or Planned Unit Development, dependent upon the conditions of approval.
- c. Rear Yard - not less than ten (10) feet except that a rear yard adjoining a residential district shall be not less than fifty (50) feet in depth, measured from the district line.

4. Maximum Lot Coverage

The total ground area occupied by any principal building, together with all accessory buildings, shall not exceed twenty-five (25%) percent of the total area of the lot.

5. Maximum Building Height

No building or structure shall be erected or structurally altered to exceed a height of thirty-five (35) feet.

5.03-G District Standards

All of the property located in the C-3 Limited Commercial Office District is subject to the general standards and regulations of this Ordinance. Property located in this district is also subject to the following standards:

1. Restriction on Location and Floor Area of Retail and Services Uses

All permitted retail and service uses shall be located within an office building and no such use shall

individually occupy more than two thousand (2,000) square feet of floor area.

2. Retail or Service Only

All business establishments shall be retail or service establishments dealing directly with customers. All goods produced on the premises shall be sold at retail on the premises where produced.

3. Operation Within Enclosed Structure

All business, service, storage and display of goods shall be conducted within completely enclosed structures except for off-street parking and off-street loading.

4. Restriction on Sales and Services Involving Parked Motor Vehicles

No business establishments shall offer goods or services directly to customers waiting in parked motor vehicles, or sell beverages or food for consumption on the premises in parked motor vehicles.

5. Truck Parking

The parking of trucks as an Accessory Use when used in the conduct of a permitted or special use listed in this Section, shall be limited to vehicles of not over one and one-half (1-1/2) tons capacity when located within one hundred fifty (150) feet of a residential district boundary line.

6. Limit on Warehousing

Warehousing and storage as an Accessory Use shall not exceed fifty (50%) percent of the floor area of any building. For the purpose of this provision, basement floor areas shall be included in the computation of the floor area of the building.

7. Landscaping of the Required Yards

Required yards of developed lots shall be landscaped and unpaved except for necessary drives, parking areas and walks.

8. Parking Requirements

Off-street parking and loading spaces shall be provided in accordance with Article 8, Off-street Parking and Loading.

9. Signs

Signs shall conform to the applicable requirements as set forth in Article 9, Signs.

10. Fencing and Screening

Fencing and Screening shall be provided and regulated in accordance with Article 2, General Provisions.

**Approximate Size of Some Uses in the C-1 Village Center District
(in order of square footage)**

952 s.f.	Baskin Robbins
1,250 s.f.	State Senator Morrison Office
1,300 s.f.	former Smart-Tees, Marshall Mall
1,380 s.f.	MG Nails
1,700 s.f.	Fitness Together, Deerfield Square, 1 st Floor office building
1,994 s.f.	Cherry Pit Cafe
2,000 s.f.	Studio Beads
2,500 s.f.	Roti Restaurant, Deerfield Square
	plus 120 s.f. outdoor seating area
2,500 s.f.	Pure Barre, Deerfield Square
2,520 s.f.	Starbucks, Deerfield Village Centre
2,550 s.f.	Gracie Barra, Deerfield Square
2,879 s.f.	Chipotle, Deerfield Village Centre
	plus 600 s.f. outdoor seating area
3,140 s.f.	Shredd415, Shopper's Court
3,300 s.f.	Essence Pilates, American Legion Building
3,300 s.f.	Lindamood Bell (Learning and Tutoring Center), Deerfield Square, upper floor of office building
3,900 s.f.	Josh's (former Tom & Eddies)
	plus 420 s.f. outdoor seating area
4,019 s.f.	Vacant Bedding Experts (former Blockbuster space)
4,023 s.f.	Renu Day Spa
4,265 s.f.	Rosebud Restaurant
5,000 s.f.	Core Pore Yoga, Deerfield Square
5,362 s.f.	Bobby's Restaurant, Deerfield Village Centre
7,500 s.f.	Biaggi's Restaurant, Deerfield Square
	plus 525 s.f. outdoor seating area
18,000 s.f.	Walgreens, Deerfield Square
39,000 s.f.	Whole Foods, Deerfield Square

Some smaller food users in the Village's C-2 Outlying Commercial District:

1,200 s.f.	Subway, Deerbrook
1,375 s.f.	Jimmy Johns (Metra train station building)
2,200 s.f.	Mod Pizza, Deerbrook
	plus 670 s.f. outdoor seating

Recent Food Inquiries:

1,500 s.f.	Firehouse Subs
5,000 s.f.	Brunch Cafe

INTERNATIONAL COUNCIL OF SHOPPING CENTERS (ICSC)
RETAILER FACT SHEETS



**2012 Chicagoland Retail Connection
Hyatt Regency McCormick Place, Chicago, IL
August 22, 2012**

Retailer Fact Sheet

Retailer Name	Argo Tea
Contact Information	Greg Bayer - 630-954-7441 gbayer@midamericagr.com
Retail Category	Specialty Tea & Coffee Cafe
Total Number of Stores Currently Operating	24
Geographical Area Preferred	TBD
Typical GLA and Preferred Frontage	1,000-2,000 s.f.
Type of Location Desired	Corner at high pedestrian urban downtown business, shopping and entertainment districts, hotels and hospitals.
Preferred Co-Tenants	
Typical Lease Term	10 years
Population Density Preferred	Urban density
Desired Income Range	
Number of Stores to Open in 2012 in this Region	TBD
Number of Stores Projected to Open in 2013	TBD
Additional Comments	



**2012 Chicagoland Retail Connection
Hyatt Regency McCormick Place, Chicago, IL
August 22, 2012**

Retailer Fact Sheet

Retailer Name	Caribou Coffee
Contact Information	Danny Jacobson, Kim McGuire, Jacob Dell
Retail Category	Coffee
Total Number of Stores Currently Operating	500 +
Geographical Area Preferred	Chicagoland
Typical GLA and Preferred Frontage	1,800 SF
Type of Location Desired	Corner or Drive-thru. Going to work side of the street.
Preferred Co-Tenants	
Typical Lease Term	10 years
Population Density Preferred	
Desired Income Range	+\$75,000 annual median HH Income
Number of Stores to Open in 2012 in this Region	5-10
Number of Stores Projected to Open in 2013	5-10
Additional Comments	Publically traded company



2012 Chicagoland Retail Connection
Hyatt Regency McCormick Place, Chicago, IL
August 22, 2012

Retailer Fact Sheet

Retailer Name	Five Guys Burgers and Fries Area Franchisee for Northern Indiana
Contact Information	Marcy Wood CBRE, Inc. 630-573-1287 Marcy.wood@cbre.com LaPorte, Porter, Lake Counties, Indiana
Retail Category	Fast Casual Restaurant
Total Number of Stores Currently Operating	Companywide: 1,000+ locations nationwide and into Canada and Great Britain and actively expanding
Geographical Area Preferred	Northwest Indiana, Lake, Porter, LaPorte counties
Typical GLA and Preferred Frontage	2,200 to 2,400 SF, 32' min lineal frontage
Type of Location Desired	Endcap ideal or in-line in an outlet building or high-impact position
Preferred Co-Tenants	Regional or Community Centers: Target, grocery, book stores, and other high quality restaurants
Typical Lease Term	10 year lease with 2 five-year options
Population Density Preferred	20,000 daytime pop in 3 miles 50,000 census pop in 3 miles
Desired Income Range	\$60,000 average household income in 3 miles
Number of Stores to Open in 2012 in this Region	3 open to date in franchise territory
Number of Stores Projected to Open in 2013	2
Additional Comments	Franchise territory is 5 counties in northern Indiana. For St. Joseph & Elkhart counties, IN: contact Autumn Psaros, Autumn.Psaros@cbre.com , For Chicago metro, corporate store area contact Brian Adams, badams@midamericagrp.com



2012 Chicagoland Retail Connection
Hyatt Regency McCormick Place, Chicago, IL
August 22, 2012

Retailer Fact Sheet

Retailer Name	Jersey Mike's Subs
Contact Information	Business Contact: Joe Rybowicz, Regional VP, Illinois, jrybowicz@jerseymikes.com , 847-296-0828 (office), 847-682-2460 (cell) PR/Event Contact: Kyle Potvin, kpotvin@splashllc.com , 917-838-4500
Retail Category	Fast Casual
Total Number of Stores Currently Operating	550
Geographical Area Preferred	Downtown, urban, suburban locations
Typical GLA and Preferred Frontage	1,400-1,800 sq ft. Preferred Frontage: 20' minimum
Type of Location Desired	Nearby other fast food feeders such as Chipotle, Panera, Noodles and Starbucks.
Preferred Co-Tenants	Dominant grocer in market, office supply and convenience users, full price retailers, other quick casual and high end QSR users a plus
Typical Lease Term	5-10 years
Population Density Preferred	Overall population in trade area of 45k+ 10k+ daytime workers in trade area
Desired Income Range	Above average median income (\$50k+) in trade area
Number of Stores to Open in 2012 in this Region	20+
Number of Stores Projected to Open in 2013	25 (in Chicagoland area)
Additional Comments	Jersey Mike's is currently looking for franchisees, especially multi-unit, multi-brand operators, who share our passion for fresh sliced/fresh grilled subs & giving back. For more information, contact Joe Rybowicz, at 847-682-2460.



**2012 Chicagoland Retail Connection
Hyatt Regency McCormick Place, Chicago, IL
August 22, 2012**

Retailer Fact Sheet

Retailer Name	Potbelly Sandwich Shop
Contact Information	Michael Schertler – Tartan Realty Group, Inc. – 312-377-8379 David Keady – HSA Commercial – 312-683-7214
Retail Category	Fast Casual Restaurant
Total Number of Stores Currently Operating	275
Geographical Area Preferred	Greater Chicagoland Area, High daytime population, Near public transportation
Typical GLA and Preferred Frontage	1,800 – 2,000 (25' frontage)
Type of Location Desired	High Profile Urban Storefronts
Preferred Co-Tenants	Chipotle, Starbucks, Noodles & Company
Typical Lease Term	10 yrs
Population Density Preferred	
Desired Income Range	
Number of Stores to Open in 2012 in this Region	4
Number of Stores Projected to Open in 2013	10
Additional Comments	CBD and suburban sites north of I290/88 call David Keady



**2012 Chicagoland Retail Connection
Hyatt Regency McCormick Place, Chicago, IL
August 22, 2012**

Retailer Fact Sheet

Retailer Name	Roti Mediterranean Grill
Contact Information	Brett Zimmerman 312.254.0720 bzimmerman@sierraus.com
Retail Category	High Quality Food Inspired by Mediterranean Traditions and Cultures
Total Number of Stores Currently Operating	15
Geographical Area Preferred	Urban and suburban Chicagoland locations
Typical GLA and Preferred Frontage	2,500 SF – 3,000 SF
Type of Location Desired	Chicago Loop or high-profile suburban market location with strong daytime population
Preferred Co-Tenants	Retail and restaurants
Typical Lease Term	10 years
Population Density Preferred	None specific
Desired Income Range	\$65,000+
Number of Stores to Open in 2012 in this Region	2
Number of Stores Projected to Open in 2013	3-5
Additional Comments	NONE

LETTERS THAT WENT TO COMMERCIAL PROPERTY
OWNERS IN THE C-1 VILLAGE CENTER AND C-3 LIMITED
COMMERCIAL OFFICE DISTRICTS



VILLAGE OF DEERFIELD

September 2, 2016

Dear Commercial Property Owner:

The Deerfield Plan Commission (a recommending body) is considering changes to the zoning regulations for the C-1 Village Center Commercial District in order to reflect the changing retail environment. The Deerfield Plan Commission will be holding a public hearing on this topic on Thursday, September 22, 2016 at 7:30 p.m. in the Franz Council Chambers at Village Hall (850 Waukegan Road, Deerfield, Illinois 60015).

The Plan Commission held informal workshop meetings to discuss this topic on June 9, 2016 and June 30, 2016. The staff memos for these meetings, and these meeting minutes can be viewed on the Village's website: www.deerfield.il.us, click on Departments → Community Development → Upcoming Public Hearings. The September 22nd Plan Commission meeting agenda and staff memo for the September 22, 2016 public hearing will also be available on the Village's website on the Friday prior to the public hearing.

At the present time, the Village has a first floor ordinance which requires all uses on the first floor to be retail, unless a Special Use is approved for non-retail uses as listed in the Zoning Ordinance. Based on discussion at the Plan Commission workshop meetings, the Plan Commission is considering the changes to the C-1 Village Center District including:

- Allowing smaller restaurants, cafes, coffee shops, bagel shops, and similar operations (currently Class B Special Uses) of under 3,000 square feet, including the outdoor seating areas, to become Permitted Uses. Restaurants, cafes, coffee shops, tea shops, bagel shops, and similar operations over 3,001 square feet in area or greater would be a Class B Special Use.
- Allowing smaller office and service uses (currently Class A Special Uses) under 1,500 square feet to become Permitted Uses.
- Allowing self-improvement facilities uses (currently Class B Special Uses), including physical exercise and fitness training facilities, sports training schools, learning/tutoring centers and martial arts schools under 2,500 square feet to become Permitted Uses.
- Adding new uses to the Permitted Use list (e.g. candle store, party supply store, cellular phone store, vitamin and supplement store and specialty food stores of

(over)

under 3,000 square feet). The entire list of uses to be added can be found on page 3 and the top of page 4 of the May 31, 2016 Staff Memo

- Adding a massage service establishment as a Class A Special Use.
- Adjusting the current verbiage/wording of the use categories to better reflect today's uses (Pages 5 and 6 of the May 31, 2016 Staff Memo online explains these wording changes to existing categories).

You are welcome to attend the public hearing on September 22, 2016 at 7:30 p.m. to listen, and provide comments. You may also write a letter expressing your opinion about the proposed changes to the C-1 Village Center District. If you wish to send a letter, please mail to Village Hall or email it to Dan Nakahara, Associate Planner, at dnakahara@deerfield.il.us by noon on Thursday, September 15, 2016 so that it can be included in the Plan Commission's distribution on Friday, September 16, 2016. The Plan Commission is a recommending body to the Village Board of Trustees, and the Village Board has the final decision on any zoning changes.

Sincerely,

Planning Division of the Deerfield Community Development Department

LEGAL NOTICE

Please take notice that the Plan Commission of the Village of Deerfield will hold a Public Hearing on September 22, 2016, at 7:30 P.M. in the Village Hall, 850 Waukegan Road, Deerfield, Illinois. At said public hearing the Plan Commission will consider amendments to certain provisions of the Deerfield Zoning Ordinance. Specifically, the Plan Commission will consider Text Amendments to the C-1 Village Center District including, but not limited to:

- Allowing smaller restaurants, cafes, coffee shops, bagel shops, and similar operations (currently these are Class B Special Uses) of under 3,000 square feet (including the area of outdoor seating) to become Permitted Uses.
- Allowing smaller office and service uses (currently these are Class A Special Uses) under 1,500 square feet to become Permitted Uses.
- Allowing self-improvement facilities uses (currently these are Class B Special Uses), including physical exercise and fitness training facilities, sports training schools, learning/tutoring centers and martial arts schools under 2,500 square feet to become Permitted Uses.
- Adding new uses to the Permitted Use list (e.g. candle store, party supply store, cellular phone store).
- Adding massage service establishments as a Class A Special Use.
- Adding restaurants, cafes, coffee shops, tea shops, bagel shops, and similar operations of 3,001 square feet in area or greater (including the square footage of any outdoor seating area), and specialty food retail stores of 3,001 square feet in area or greater as a Class B Special Uses.
- Adjusting the current verbiage/wording of the use categories to better reflect today's uses.

The Plan Commission will also consider Text Amendments to the C-3 Limited Commercial Office District including, but not limited to:

- Removing animal hospital, veterinary clinic and funeral home Special Uses from the C-3 Limited Commercial Office District, and eliminate the second paragraph under the C-3 District description of district.

The Plan Commission will consider other possible Text Amendments related to this topic, as necessary such as amending Article 14 (Definitions) of the Deerfield Zoning Ordinance.

The hearing shall be informal in nature and all persons desiring to be heard in support or opposition to the proposal shall be afforded an opportunity to be heard in person or to submit their statements in writing, or both.

Mary Oppenheim, Chairperson
Deerfield Plan Commission

For additional information, please contact the Community Development Department at (847) 719-7480. Publish 9/1/16



VILLAGE OF DEERFIELD

September 2, 2016

Dear Commercial Property Owner:

The Deerfield Plan Commission (a recommending body) is considering changes to the zoning regulations for the C-3 Limited Commercial Office District in conjunction with changes to the C-1 Village Center Zoning District. The Deerfield Plan Commission will be holding a public hearing on this topic on Thursday, September 22, 2016 at 7:30 p.m. in the Franz Council Chambers at Village Hall (850 Waukegan Road, Deerfield, Illinois 60015).

The Plan Commission held informal workshop meetings to discuss this topic on June 9, 2016 and June 30, 2016. The staff memos for these meetings, and the meeting minutes can be viewed on the Village's website: www.deerfield.il.us, click on Departments → Community Development → Upcoming Public Hearings. The September 22nd Plan Commission meeting agenda and staff memo will also be available on the Village's website on the Friday prior to the public hearing. Most of the discussion in these materials deal with the changes to the C-1 District (all of the C-1 property owners have been invited to the public hearings). The proposed changes to the C-3 District can be found on page 8 of the staff memo for the June 9, 2016 workshop meeting, and on pages 8-9 of the June 9 and minutes, and on page 3 of the June 30, 2016 memo.

Based on discussion at the Plan Commission workshop meetings, the Plan Commission is considering the changes to the C-3 Limited Commercial Office District including:

- Remove animal hospital, veterinary clinic and funeral home Special Uses from the C-3 Limited Commercial Office District, and eliminate the second paragraph under the C-3 District description of district, as the adjacent properties have been redeveloped.

You are welcome to attend the public hearing on September 22, 2016 at 7:30 p.m. to listen, and provide comments. You may also write a letter expressing your opinion about the proposed changes. If you wish to send a letter, please mail to Village Hall or email it to Dan Nakahara, Associate Planner, at dnakahara@deerfield.il.us by noon on Thursday, September 16, 2016 so that it can be included in the Plan Commission's distribution on Friday, September 16, 2016. The Plan Commission is a recommending

(over)

body to the Village Board of Trustees, and the Village Board has the final decision on any zoning changes.

Sincerely,

Planning Division of the Deerfield Community Development Department

Email received September 21, 2016 from Plan Commissioner Bob Benton in response to letter sent from CRM Properties. Commissioner Benton was not able to attend the Plan Commission Public Hearing on September 22, 2016.

*I read through the letter sent by Chris Siavelis (CRM Properties) on our consideration of opening up the C-1 District zoning to more varied uses, and obviously what we're proposing is along the lines of what they'd like to see, though as he notes, in their opinion we don't go far enough. As we know, that is an expected response and certainly conversant with their own objectives for increasing the number of businesses in their centers in Deerfield and other locations. It's my thought that Highland Park and Northbrook are not exactly similar to Deerfield for a number of reasons, and we don't have to compete head-to-head on copying any zoning that they have presently in effect or are considering. We certainly want to encourage businesses to locate here, but we are, in my own opinion, carefully monitoring what **kinds** of businesses we allow and the **effects** they might have on the citizens within the Village. We are also helping to ease the process of bringing a business to the Village in most cases, but I'd still maintain as we loosen some of the procedures necessary, we should not do that for every business. What I'm proposing is that our review of proposed and potential changes to the C-1 zoning in a careful and controlled manner, as we are doing it, is by far the optimal way to go. Though I won't be at the meeting to put that forth, I hope that someone might express those thoughts for me if they are shared by others on the Commission.*

Thanks for reading and considering this.

Bob



CRM PROPERTIES GROUP, LTD.

740 WAUKEGAN ROAD, SUITE 300, DEERFIELD, ILLINOIS 60015

847/948-6500

FAX 847/948-7010

September 19, 2016

Village of Deerfield
Deerfield Plan Commission
850 Waukegan Road
Deerfield, IL 60015

Re: Proposed Changes to C-1 Zoning

Dear Chairperson and Commissioners:

CRM Properties Group, Ltd., owner and manager of The Shops at Deerfield Square, applauds the Plan Commission and staff's long overdue consideration of changes to the zoning regulations for the Village's central business district. The proposed changes, while not quite extensive enough to compete with adjacent communities, better reflect and serve today's changing retail environment.

In addition to empirical data here at Deerfield Square, numerous trade articles, International Council of Shopping Centers studies and Urban Land Institute studies all recognize changes in consumer buying behavior, the drastic impact the internet has had on "sticks and bricks" retail and the market's over saturation of apparel stores. All of the foregoing has lead, and will continue to in the foreseeable future, to a significantly lower demand in traditional retail space leaving primarily eating establishments, service uses and convenient shopping as viable prospects. All stakeholders, including municipalities, should acknowledge this seismic shift and make the necessary changes to better serve the consuming public. In addition to the macro changes affecting retail, Deerfield Square's close proximity to Northbrook Court makes it even more difficult to attract fashion retail.

In order to compete with surrounding municipalities and generate more business activity in the C-1 District, the Village of Deerfield should adopt changes to the C-1 zoning regulation beyond what is currently proposed. **Specifically, small offices and service uses at 2,500 square feet or less should be permitted uses; eating establishments at 4,000 square feet or less (excluding outdoor areas) should be permitted uses; and self-improvement facilities at 2,500 square feet or less should be permitted uses.** It's important to note that Deerfield competes directly with Highland Park and Northbrook for tenants and the above-referenced changes would more

closely match, although still more stringent than Highland Park, zoning codes of these surrounding communities, see attached zoning tables.

More business-friendly zoning in the C-1 District should also provide the following benefits:

- Attract more business to downtown Deerfield with less costly and less time-consuming processes.
- Reduce the cost to open a business in Deerfield by eliminating expenses associated with zoning professionals, mailing expenses and studies.
- Avoid lost sales and lost sales-tax revenue by expediting the process of establishing a business in downtown Deerfield.
- Encourage, not discourage, businesses to consider downtown Deerfield.
- Avoid potential loss of new businesses due to expensive/time consuming and confusing zoning climate.

Historically, Deerfield adopted some of its onerous zoning regulations because of parking concerns. CRM Properties Group, along with municipalities, planners and architects across the nation, believe that parking should not be a primary focus but rather generating business activity in a downtown should be the primary focus.

We appreciate your time and consideration in this critical initiative.

Sincerely,

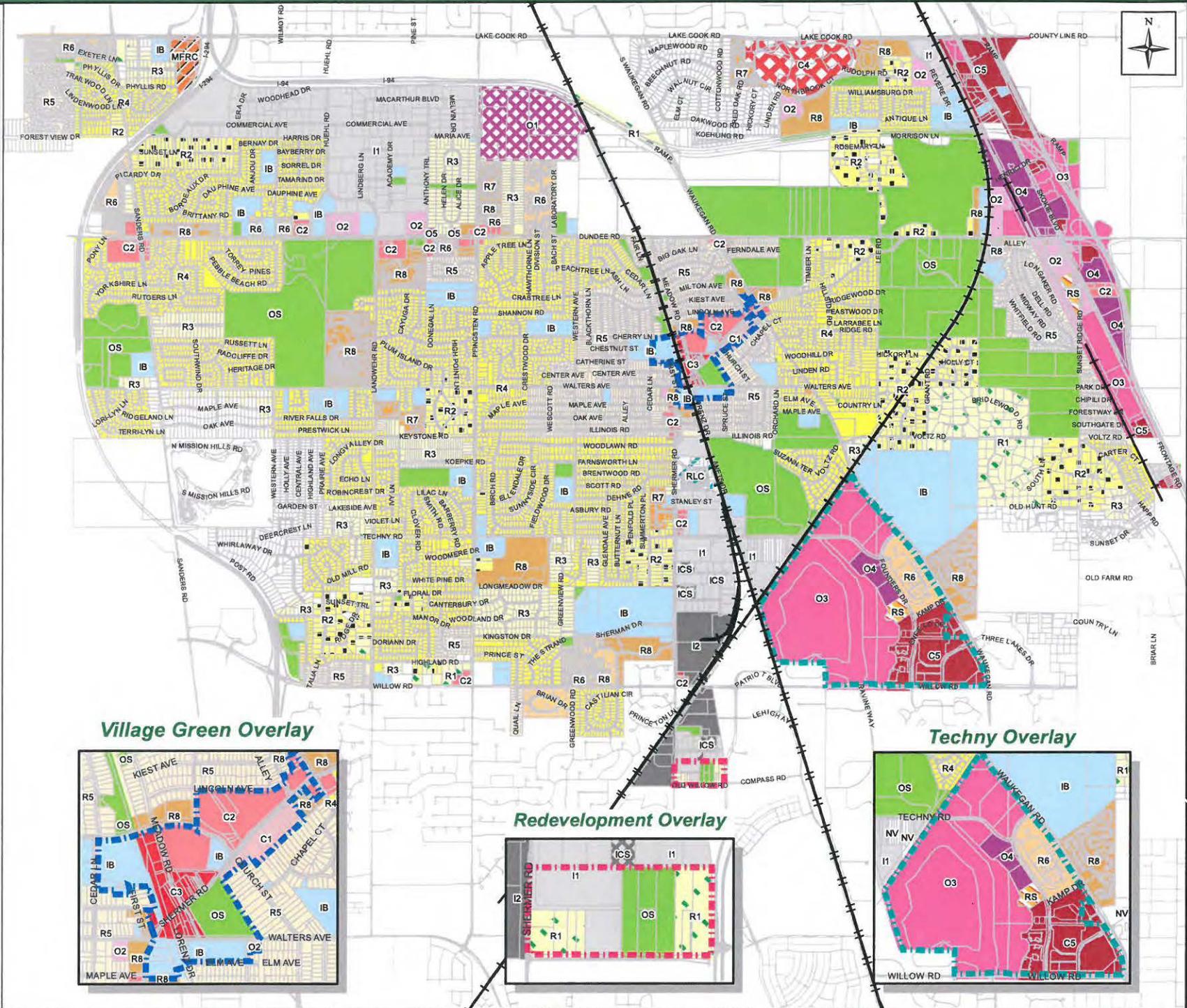


Chris Siavelis
Senior Vice President

CS/hc

2016 ZONING MAP

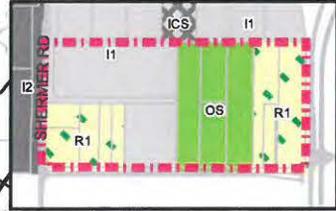
- SINGLE FAMILY RESIDENTIAL**
- R1 SINGLE FAMILY RESIDENTIAL
 - R2 SINGLE FAMILY RESIDENTIAL
 - R3 SINGLE FAMILY RESIDENTIAL
 - R4 SINGLE FAMILY RESIDENTIAL
 - R5 SINGLE FAMILY RESIDENTIAL
- MULTIPLE FAMILY RESIDENTIAL DISTRICTS**
- R6 MULTIPLE FAMILY RESIDENTIAL
 - R7 MULTIPLE FAMILY RESIDENTIAL
 - R8 MULTIPLE FAMILY RESIDENTIAL
 - RS RESIDENTIAL SPECIALTY
- COMMERCIAL**
- C1 SPECIALTY COMMERCIAL
 - C2 NEIGHBORHOOD COMMERCIAL
 - C3 CENTRAL BUSINESS
 - C4 REGIONAL SHOPPING
 - C5 BOULEVARD COMMERCIAL
- OFFICE DISTRICT**
- O1 CAMPUS OFFICE
 - O2 LIMITED OFFICE
 - O3 GENERAL OFFICE
 - O4 BOULEVARD OFFICE
 - O5 RESTRICTED OFFICE
- INDUSTRIAL DISTRICTS**
- I1 RESTRICTED INDUSTRIAL
 - I2 LIGHT INDUSTRIAL
 - ICS INDUSTRIAL & COMMERCIAL SERVICES
- OPEN SPACE DISTRICT**
- OS OPEN SPACE
- INSTITUTIONAL DISTRICT**
- IB INSTITUTIONAL BUILDING
- MIXED USE DISTRICT**
- MFCR MULTIPLE FAMILY RES. & COMM. DIST
 - RLC RES. & LIMITED COMM. DISTRICT



Village Green Overlay



Redevelopment Overlay



Techny Overlay



DISCLAIMER OF LIABILITY: The information on this map was derived from the best available information and is provided as a service to the public. The Village of Northbrook is not responsible for any errors or omissions, or for any consequences arising from the use of the information. The information is provided "as is" without any warranty, express or implied.

COMMERCIAL DISTRICTS

V

5-101 PURPOSE

Five zoning districts are provided for commercial uses and two zoning districts are provided in Article VIII of this Code for commercial uses that are complementary to multiple family residential uses. When taken together, these districts are intended to permit development of property for the full range of commercial uses needed to serve the citizens of Northbrook and surrounding areas in a suburban setting.

The districts, while distinct, permit a harmonious spectrum of suburban shopping and service opportunities, ranging from the low intensity, smaller shop-like atmosphere of the specialty commercial district (C-1), through the regional and boulevard business districts which provide greater intensity and more regional appeal (C-4, C-5). The intervening districts (C-2, C-3) function as limited intensity commercial zones intended to accommodate local shopping needs. The Multiple Family Residential and Commercial District (MFRC) and the Residential and Limited Commercial District (RLC) permit multiple family residential uses with commercial uses complementary and appropriate to surrounding uses in the areas where these districts are located.

Specifically, the C-1 Specialty Commercial District is intended to provide for small shops, stores and boutiques in the older areas of the Village adjacent to the central business areas where it is possible to retain the residential character and appearance of the Village and at the same time promote business activity. The regulations are designed to encourage the retention and renovation of sound existing structures and to ensure that the business uses remain compatible with the residential uses while permitting the area to maintain a distinctive character.

The C-2 Neighborhood Commercial District is intended to serve the day-to-day shopping and consumer service needs of the low-density residential neighborhoods of the Village and is characterized by individual businesses and community shopping centers.

The C-3 Central Business District is intended to serve the entire Northbrook suburban community with a wider variety of retail and service uses.

The C-4 Regional Shopping District is intended to provide a location for a major retail center available to persons living in the metropolitan area surrounding the Village of Northbrook. The regulations are designed to encourage a broad range of fashionable retail and compatible service uses appropriate for such a center.

The C-5 Boulevard Commercial District is intended to provide a location for entertainment, recreation, and restaurant uses in an area along Skokie Boulevard surrounded by major road systems and isolated from residential uses. This district is also intended to be compatible with the Office Districts along Skokie Boulevard.

5-102

PERMITTED USES, CONDITIONAL USES, AND SPECIAL PERMIT USES

The uses in the following table designated by a "P" are permitted as of right in those Commercial Districts indicated in the table. Except as specifically limited, the remaining uses listed in the following table may be permitted in the Commercial Districts as either 1) a conditional use, which is designated by a "C," and subject to the additional standards set forth in this Article V; or 2) a special permit use, which is designated by an "S," and subject to the issuance of a special permit as provided in Section 11-602 of this Code and subject to the additional standards set forth in this Article V. In interpreting the use designations, reference should be made to the Standard Industrial Classification Manual, as amended by the Village (see Appendix A) and Section 11-501 of this Code. Village SIC codes are given before each use listing.

COMMERCIAL DISTRICTS USE LIST						
VILLAGE SIC CODE	DESCRIPTIVE TEXT	C-1	C-2	C-3	C-4	C-5
A.	VACANT PROPERTY					
0000.00	Vacant Land	P	P	P	P	P
0000.01	Vacant Unit/Building Intended for a Permitted, Conditional, or Special Permit Use	P	P	P	P	P
B.	AGRICULTURAL SERVICES					
0100.00	Agricultural Production-Crops	P	P	P	P	P
0742.00	Veterinary Services For Animal Specialties		P			P
0752.01	Dog Grooming		P			P
C.	BUILDING CONSTRUCTION					
1500.01	General Building Contractors But Not Including Outdoor Storage		S			
D.	TRANSPORTATION AND PUBLIC UTILITIES					
4100.01	Offices-Local & Suburban Transit Companies Excluding Stations, Yards & Maintenance Facilities					P
4100.02	Local Transit Stations Excluding Yards & Maintenance Facilities		S	S	S	S
4300.00	United States Postal Service		P	P	P	P
4720.00	Arrangement Of Passenger Transportation	P	P	P	P	P
4800.01	Communication Services Excluding Studios And Antennas		P			
4800.02	Facilities & Studios Of Communication Services With Permitted Antennas Except Personal Wireless Services					P
4810.01	Personal Wireless Services Antennas, With or Without Antenna Support Structures, and Related Electronic Equipment and Equipment Structures, Subject to Standards in Section 9-201		P	P	P	P

COMMERCIAL DISTRICTS USE LIST

VILLAGE SIC CODE	DESCRIPTIVE TEXT	C-1	C-2	C-3	C-4	C-5
4810.02	Personal Wireless Services Antennas Located on Tower-Style Antenna Support Structures, and Related Electronic Equipment & Equipment Structures, Within or In Excess of District Height Limitations, Subject to Standards in Section 9-201				S	S
4900.02	Electrical Substations	P	P	P	P	P
E.	RETAIL TRADE					
5230.00	Paint, Glass And Wallpaper Stores	C, S	P	P	P	P
5250.00	Hardware Stores	C, S	P	P	P	P
5261.01	Retail Nurseries, Lawn & Garden Supply Stores Excluding Open Yards	C, S	P	P	P	P
5261.02	Retail Nurseries, Lawn & Garden Supply Stores With Open Yards		S	S	S	S
5261.03	Retail Nurseries, Lawn & Garden Supply Stores with Open Yards and a Landscape Waste Transfer Station		S			
5300.00	General Merchandise Stores	C, S	P	P	P	P
5400.00	Food Stores	C, S	P	P	P	P
5510.01	Motor Vehicle Dealers (New & Used), But Not Open Sales Lots					P
5510.02	Motor Vehicle Dealers (New & Used) With Open Sales Lots					S
5530.00	Auto And Home Appliance Stores, But Not Including Service Bays-See 7530.00		P	P	P	P
5541.00	Gasoline Service Stations		S	S		S
5570.00	Motor Cycle Dealers					S
5600.00	Apparel And Accessory Stores	C, S	P	P	P	P
5700.00	Home Furniture & Equipment Stores	C, S	P	P	P	P
5812.01	Eating Places Except 5812.02, 5812.03 & 5812.04		P	P	P	P
5812.02	Live Entertainment Accessory To Permitted Eating Places		P	P	P	P
5812.03	Outdoor Seating Accessory To Permitted Eating Places		P	P	P	P
5812.04	Carry-out Eating Places		P	P	P	P
5813.01	Drinking Places Accessory To Permitted Eating Places		P	P	P	P
5813.02	Drinking Places Accessory to Permitted Eating Places with Live Entertainment		S	S	S	S
5912.00	Drug Stores And Proprietary Stores Except 5912.01	C, S	P	P	P	P
5920.00	Liquor Stores	C, S	P	P	P	P
5930.00	Used Merchandise Stores	C, S	P	P	P	P
5940.00	Miscellaneous Shopping Goods Stores	C, S	P	P	P	P
5992.00	Florists	C, S	P	P	P	P
5993.00	Tobacco Stores And Stands		P	P	P	P

COMMERCIAL DISTRICTS USE LIST

VILLAGE SIC CODE	DESCRIPTIVE TEXT	C-1	C-2	C-3	C-4	C-5
5994.00	News Dealers And Newsstands	C, S	P	P	P	P
5995.00	Optical Goods Stores	C, S	P	P	P	P
5999.01	Miscellaneous Retail Stores Not Elsewhere Classified	C, S	P	P	P	P
F.	<u>FINANCE, INSURANCE AND REAL ESTATE</u>					
6000.01	Depository Institutions Except 6000.02, 6000.03, 6000.04 & 6000.05		P	P	P	P
6000.03	Automatic Teller Machines Located within a Building, Other Than That of the Institution That Services Them, as a Principal Use		P	P	P	P
6000.04	Limited Financial Services Facilities, Without Drive-In And Exterior Auto Teller Machines		P	P	P	P
6000.05	Automatic Teller Machines Located or Mounted on the Exterior of A Building		P	P	P	P
6100.01	Credit Agencies Other Than Banks		P	P	P	P
6200.00	Security And Commodity Brokers, Dealers, Exchanges & Services	P	P	P	P	P
6400.00	Insurance Agents, Brokers & Services	P	P	P	P	P
6512.01	Theater Buildings (Ownership & Operation)				S	S
6530.00	Real Estate Agents And Managers	P	P	P	P	P
6700.00	Holding And Other Investment Offices	P	P	P	P	P
G.	<u>SERVICES</u>					
7000.01	Hotels, Except Residential					S
7211.00	Power Laundries, Family & Commercial		S	S		
7212.00	Garment Pressing, And Agents For Laundries And Dry Cleaners		P	P	P	P
7215.00	Coin-Operated Laundries And Dry Cleaning		P	P		P
7216.00	Dry Cleaning Plants, Except Rug Cleaning		S	S		S
7219.12	Tailor Shops	C, S	P	P	P	P
7220.00	Photographic Studios, Portrait	C, S	P	P	P	P
7230.00	Beauty Shops	C, S	P	P	P	P
7240.00	Barber Shops	C, S	P	P	P	P
7250.00	Shoe Repair Shops And Shoeshine Parlors	C, S	P	P	P	P
7261.01	Funeral Services		S			
7291.00	Tax Return Preparation Services		P	P	P	P
7299.01	Miscellaneous Personal Services, Not Elsewhere Classified		P	P	P	P
7300.01	Business Services Except 7340, 7352, 7353, 7359.01 & 7389.01		P	P	P	P
7352.00	Medical Equipment Rental And Leasing		P	P		
7359.01	Equipment Rental And Leasing, Not Elsewhere Classified		C, S	C, S		C, S

COMMERCIAL DISTRICTS USE LIST

VILLAGE SIC CODE	DESCRIPTIVE TEXT	C-1	C-2	C-3	C-4	C-5
7389.01	Business Services, Not Elsewhere Classified		P	P		
7514.00	Passenger Car Rental					C, S
7515.00	Passenger Car Leasing					C, S
7530.00	Automotive Repair Shops		S			S
7540.01	Automotive Services, Except Repair & Excluding Car Washes and Emissions Testing Facilities		S			S
7542.00	Car Washes		S			S
7600.02	Miscellaneous Repair Services Limited To Household Equipment, Furnishings, And Personal Articles		P	P		P
7832.00	Motion Picture Theaters, Except Drive-Ins				S	S
7840.00	Video Tape Rental		P	P	P	P
7910.00	Dance Studios, Schools, And Halls		C, S	C, S	C, S	C, S
7930.00	Bowling Centers					S
7991.00	Physical Fitness Facilities	C, S				
7991.01	One-on-One Personal Fitness Training Facilities	P	P	P	P	P
7997.00	Membership Sports And Recreation Clubs		C, S	C, S	C, S	C, S
7999.01	Amusement And Recreation Services, Not Elsewhere Classified		C, S	C, S		C, S
7999.02	Amusement and Recreation Services for Children				C	
8000.01	Health Services Except 8050, 8060, 8080	C, S	P	P	P	
8000.02	Health Services Except 8050, 8060					P
8080.00	Home Health Care Services		S	S		P
8100.00	Legal Services	C, S	P	P	P	P
8240.02	Correspondence Schools	C, S	P	P	P	P
8299.01	Schools and Educational Services Not Elsewhere Classified		C, S	C, S	C, S	C, S
8299.02	One-on-One Schools and Educational Services, Not Elsewhere Classified	P	P	P	P	P
8322.01	Individual And Family Social Services	C, S				
8330.00	Job Training And Vocational Rehabilitation Services		S	S	S	S
8351.00	Child Day Care Services	S	S	S		S
8600.00	Membership Organizations	C, S				
8660.00	Religious Organizations	C, S				
8660.01	Religious Organizations with an associated Elementary or Secondary School	C, S				
8700.01	Engineering, Accounting, Research, Mgmt. & Related Services Except 8730	C, S	P	P	P	P
8900.00	Services, Not Elsewhere Classified	C, S	P	P	P	P
H.	MISCELLANEOUS					
9800.00	Business And Professional Offices Not Elsewhere Classified	P	P	P	P	P
9810.00	Offices Of Communication & Utility Companies		P	P	P	P

COMMERCIAL DISTRICTS USE LIST

VILLAGE SIC CODE	DESCRIPTIVE TEXT	C-1	C-2	C-3	C-4	C-5
9820.00	Planned Unit Developments		S	S	S	S
9830.00	Landbanking Of Required Parking Subject To Subsection 9-104 E	S	S	S	S	S
9840.00	Required Retention/Detention Facilities	P	P	P	P	P
9865.00	Dwelling Units	C		C		
9870.01	Home Occupations in Excess of the Limitations Provided in Subparagraphs 9-102 C1(b) and 9-102 C6(b)	S		S		
9880.00	More Than One Principal Structure on a Zoning Lot	S	S	S	S	S
9966.00	Signs In Excess Of The Height Limits As Provided In Paragraph 9-106 I5 Of This Code		S		S	S
9966.01	Ground or Pylon Signs in Numbers Exceeding District Regulations as Provided in Paragraph 9-106 I3 of this Code					S
9967.00	New Buildings and Structures With GFA of 7500 S.F. Or More					S
9968.00	Additions to Structures Resulting in GFA of 7500 S.F. Or More					S
9970.04	Floor Area Ratio in Excess of 0.35, but not Greater Than 0.50 When Located in the Skokie Boulevard Redevelopment District		S			
9980.00	Accessory Drive-Through Facilities		S	S	S	S

5-103 ACCESSORY STRUCTURES AND USES

Accessory structures and uses are permitted in all Commercial Districts subject to the provisions of Section 9-101 of this Code.

5-104 TEMPORARY USES

Temporary uses are permitted in all Commercial Districts subject to the provisions of Section 9-103 of this Code.

5-105 SPECIFIC APPROVAL CRITERIA FOR CONDITIONAL USES AND SPECIAL PERMIT USES

SPECIFIC APPROVAL CRITERIA FOR CONDITIONAL USES AND SPECIAL PERMIT USES	
VILLAGE SIC CODE	DESCRIPTIVE TEXT
A.	<u>GENERAL CATEGORIES</u>
General – C-1 District	<p><u>Retail & Service Uses in C-1 District</u></p> <p>1. Those proposed Retail and Service activities identified as Conditional Uses or Special Permit Uses in Subsections 5-102 E and 5-102 G shall have a gross floor area no greater than 2500 square feet to qualify as a conditional use. If the gross floor area is greater than 2500 square feet, the use is required to apply for a special permit.</p>
B.	<u>RETAIL TRADE</u>
	<p><u>Retail Nurseries, Lawn and Garden Supply Stores with Open Yards and a Landscape Waste Transfer Station in the C-2 District</u></p> <p>1. The proposed use may only be located on a zoning lot abutting a regional arterial roadway as designated in the Transportation Element of the Comprehensive Plan.</p> <p>2. The proposed use may not be located within a three (3) mile radius of any other Retail Nursery, Lawn and Garden Supply Store with Open Yards and a Landscape Waste Transfer Station in the Village.</p> <p>3. No special permit for Retail Nurseries, Lawn and Garden Supply Stores with Open Yards and a Landscape Waste Transfer Station shall be granted to any property located in the Village Green Overlay District.</p>
C.	<u>SERVICES</u>
7359.01	<p><u>Equipment Rental & Leasing, Not Elsewhere Classified in the C-2, C-3, and C-5 Districts</u></p> <p>1. The proposed use shall not display or store equipment outdoors. If the proposed use displays or stores equipment outdoors, the proposed use shall require a special permit.</p> <p>2. The proposed use shall not include equipment rental and leasing of airplanes, industrial trucks, oil field equipment, oil well drilling equipment, and portable toilet rental and leasing.</p>
7514.00 7515.00	<p><u>Passenger Car Rental and Passenger Car Leasing in the C-5 Districts</u></p> <p>1. The proposed use shall not allow the cleaning, servicing, or repairing of vehicles on the zoning lot. If the proposed use cleans, services or repairs vehicles on the zoning lot, a special permit shall be required.</p> <p>2. The zoning lot containing the proposed use shall be located at least 250 feet, excluding rights-of-way, from any Residential District. If unable to meet this distance requirement from a Residential District, the proposed use shall require a special permit.</p>
7910.00	<p><u>Dance Studios, Schools And Halls in the C-2, C-3, C-4, and C-5 Districts</u></p> <p>1. The proposed use shall have a gross floor area no greater than 2500 square feet. If the gross floor area is greater than 2500 square feet, the proposed use shall require a special permit.</p>

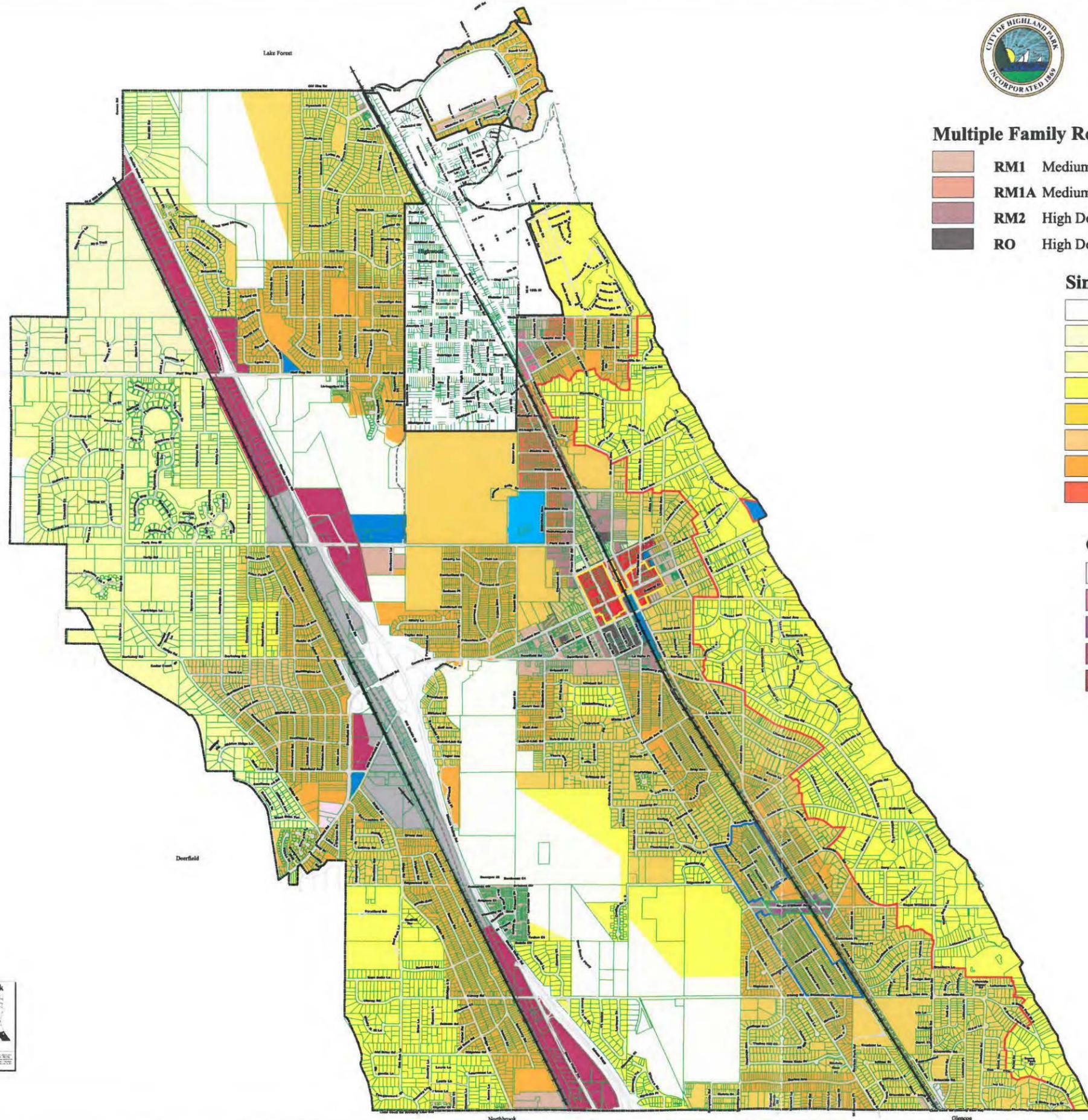
SPECIFIC APPROVAL CRITERIA FOR CONDITIONAL USES AND SPECIAL PERMIT USES

VILLAGE SIC CODE	DESCRIPTIVE TEXT
7991.00 7997.00	<p><u>Physical Fitness Facilities and Membership Sports & Recreation Clubs in the C-2, C-3, C-4, and C-5 Districts</u></p> <p>1. The proposed use shall have a gross floor area no greater than 2500 square feet. If the gross floor area is greater than 2500 square feet, the proposed use shall require a special permit.</p>
7999.01	<p><u>Amusement and Recreation Services, Not Elsewhere Classified, in the C-2, C-3, and C-5 Districts</u></p> <p>1. The proposed use shall have a gross floor area no greater than 2500 square feet. If the gross floor area is greater than 2500 square feet, the proposed use shall require a special permit.</p>
7999.02	<p><u>Amusement and Recreation Services for Children in the C-4 Districts</u></p> <p>1. The proposed use shall have a gross floor area no greater than 3200 square feet. 2. The combined gross floor area of all such uses in a single building shall not exceed 3% of the gross leasable floor area of the building.</p>
8299.01	<p><u>Schools and Educational Services, Not Elsewhere Classified, in the C-2, C-3, C-4, and C-5 Districts</u></p> <p>1. The proposed use shall have a gross floor area no greater than 2500 square feet. If the gross floor area is greater than 2500 square feet, the use is required to apply for a special permit.</p>
8322.01	<p><u>Individual and Family Social Services in the C-2, C-3, C-4, and C-5 Districts</u></p> <p>1. The proposed use shall have a gross floor area no greater than 2500 square feet. If the gross floor area is greater than 2500 square feet, the use is required to apply for a special permit.</p>
8600.00	<p><u>Membership Organizations in the C-2, C-3, C-4 and C-5 Districts</u></p> <p>1. The proposed use shall have a gross floor area no greater than 2500 square feet. If the gross floor area is greater than 2500 square feet, the proposed use shall require a special permit.</p>
8660.00 8660.01	<p><u>Religious Organizations and Religious Organizations with Associated Elementary and/or Secondary Schools in the C-2, C-3, C-4, and C-5 Districts</u></p> <p>1. The proposed use shall have a gross floor area no greater than 2500 square feet. If the gross floor area is greater than 2500 square feet, the proposed use shall require a special permit.</p>



City of Highland Park

Zoning Ordinance - District Map



Multiple Family Residential Districts

- RM1** Medium to High Density
- RM1A** Medium to High Density
- RM2** High Density
- RO** High Density Res./Office

	Multiple Family Use - Minimum Lot Area		Single Family Use
	Per Lot	Per Unit	Minimum Lot Area
RM1	10,000 sq. ft.	2,904 sq. ft.	7,000 sq. ft.
RM1A	21,780 sq. ft.	1,980 sq. ft.	7,000 sq. ft.
RM2	21,780 sq. ft.	1,442 sq. ft.	7,000 sq. ft.
RO	21,780 sq. ft.	871 sq. ft.	7,000 sq. ft.

Single Family Residential Districts

- R1** Country Estate
 - R2** Country Home
 - R3** Low Density
 - R4** Low to Moderate Density
 - R5** Moderate Density
 - R5A** Moderate to Medium Density
 - R6** Medium Density
 - R7** Single- and Two-Family
- | Minimum Lot Area |
|----------------------|
| 130,680 sq. ft. |
| 80,000 sq. ft. |
| 40,000 sq. ft. |
| 20,000 sq. ft. |
| 12,000 sq. ft. |
| 10,000 sq. ft. |
| 7,260 sq. ft. |
| 7,000/10,000 sq. ft. |

Commercial Districts

- B1** Neighborhood Commercial
- B1A** Waukegan-Bloom Neighborhood
- B2** Ravinia Commercial
- B3** Highway Commercial
- B4** Service
- B4-4** Service/Commercial
- B4-5** Service/Commercial
- B4-6** Service/Commercial
- B5** Central Business District

Overlay Districts

- B2-RW** Roger Williams Overlay District
- LFOZ** Lake Front Density & Character Overlay Zone
- POSO** Pedestrian Oriented Shopping Overlay
- SLOZ** Small Lot Overlay Zone

Industrial Districts

- I** Light Industry

Health Care

- HC** Health Care

Public Activity

- PA** Public Activity

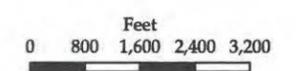


TABLE OF ALLOWABLE USES

The land uses in the following tables are grouped into generic categories and listed alphabetically within each category.

RESIDENTIAL 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 #	B5	POSO	I	PA
							P	C	P		Boarding Houses													
							P	C	P		Lodging Houses													
											Watchkeepers' Quarters													C
C	C	C	C	C	C						Dormitory Buildings													
C	C	C	C	C	C	C	C	C	C		Group Child Care Homes<													
P	P	P	P	P	P	P	P	P	P	P	Community Residential Alternative <													
							P	P	P	P	Multiple Family Dwellings							P	P	P				
											Dwellings Only Above First Floor Permitted Commercial or Office Uses		P	P	P	P		P	P	P	P			
							C	C	C	C	Nursing Home Care Facility (including Skilled Nursing Facility, Intermediate Care Facility, Licensed Intermediate Care Facility, and/or Sheltered Care Facility)						C							
P	P	P	P	P	P	P	P	P	P	P	Rectories <													
P	P	P	P	P	P	P	P	P	P	P	Single Family Dwellings													
							P	P	P	P	Two Family Dwellings													
								C+<			Dwelling Units per acre in excess of 30, up to a maximum of 40, subject to the conditions set forth in Section 150.704, footnote (d) of this Chapter~ + <													

* Added by Ord 42-02, J. 28, p. 313-337, passed 7/8/02, Amended by Ord. 01-03, J. 29, p. 01-16, passed 1/13/03

~ RM1A Zoning Added by Ord. 57-02, J. 28, p. 410-473, passed 9/9/02

+ Deleted by Ord. 28-03, J. 29, p. 112-114, passed 3/24/03

< Amended by Ord. 44-10, J. 36, p. 179-187, passed 5/10/10

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

PERSONAL SERVICES ESTABLISHMENTS AND CUSTOM CRAFT 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 #	B5	POSO	I	PA		
											Art Shops		P	P	P	P	P	P	P	P	P	P	P	P		
											Barber Shops		P	P	P	P	P	P	P	P	P	P	P	P	P	
											Beauty Shops		P	P	P	P	P	P	P	P	P	P	P	P	P	
											Hobby Shops		P	P	P	P	P	P	P	P	P	P	P	P	P	
											Key & Lock Shops		P	P	P	P	P	P	P	P	P	P	P	P	P	
											Laundry & Dry Cleaning Establishments, drop-off & pick-up stations only		P	P	P	P	P	P	P	P	P	P	P	P	P	
											Laundry & Dry Cleaning Establishments, with only coin-operated & self-service facilities		P	P	P	P	P	P	P	P	P	P	P	P	P	
											Photographic Studios		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Shoe Repair Shops		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Printing Shops, hand press, off-set press, & photography only		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Tailoring & Dressmaking Stores		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Tanning Salon		P		P	P	P	P	P	P	P	P	P	P	P	P
											Travel Agencies		P	P	P	C	P	P	P	P	P	P	P	P	P	P
											Upholstery Shops			P	P	P	P	P	P	P	P	P	P	P	P	P
											Weight Loss Clinics (Diet Centers)		P		P	C	P	P	P	P	P	P	P	P	P	P

POSO Zoning Added by Ord. 28-04, J. 30, p. 97-116, passed 4/26/04
 # B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

GENERAL RETAIL SALES AND RELATED SERVICE USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2 RW	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA		
											Antique Shops		P	P	P	P	P	P	P	P	P	P	P	P	P	
											Art & School Supply Stores		P	P	P	P	P	P	P	P	P	P	P	P	P	
											Bicycle & Accessories Sales & Service		P	P	P	P	P	P	P	P	P	P	P	P	P	
											Book Stores		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Camera & Photographic Supply Stores		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											China, Glassware, & Metalware Stores		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Clothing Stores		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Coin & Stamp Stores		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Computer Equipment Sales & Service		P		P	P	P	P	P	P	P	P	P	P	P	P
											Craft Supply Stores		P		P	P	P	P	P	P	P	P	P	P	P	P
											Department Stores					C	P	P	P	P	P	P	P	P	P	P
											Drapery, Curtain & Window Covering Stores		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Dry Goods Stores		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Electrical Appliance Shops		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Fabrics & Sewing Accessory Stores		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Floor Covering Stores		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Florist Shops, retail		P	P	P	P	P	P	P	P	P	P	P	P	P	P
											Furniture Stores			P	P	P	P	P	P	P	P	P	P	P	P	P

GENERAL RETAIL SALES AND RELATED SERVICE USES (CONTINUED)

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA
											Furriers & Fur Apparel Stores		P	P	P	P	P	P	P	P	P	P	P	P
											Garden Supply Shops		P	P	P	P	P	P	P	P	P			P
											Gift, Novelty, & Souvenir Stores		P	P	P	P	P	P	P	P	P	P	P	P
											Hardware Stores		P	P	P	P	P	P	P	P	P	P	P	P
											Home Decorating Sales & Service		P	P	P	P	P	P	P	P	P	P	P	P
											Hotels and Motels **						C	C	C	C	C	C	C	C
											Jewelry Stores		P	P	P	P	P	P	P	P	P	P	P	P
											Kitchen & Bath Cabinet Showrooms				P	P	P	P	P	P	P	P	P	P
											Laundry & Dry Cleaning Establishments, except coin-operated & self-service - under 5000 sq. ft.				P	P	P	P	P	P			P	
											Laundry & Dry Cleaning Establishments, except coin-operated & self-service - over 5000 sq. ft.												C	
											Leather Shops		P	P	P	P	P	P	P	P	P	P	P	P
											Luggage & Suitcase Stores				P	P	P	P	P	P	P	P	P	P
											Liquor Stores				P	P	P	P	P	P	P	P	P	P
											Musical Instrument Stores				P	P	P	P	P	P	P	P	P	P
											Newspaper & Magazine Stands		P	P	P	P	P	P	P	P	P	P	P	P
											Office Supply Stores			P	P	P	P	P	P	P	P	P	P	P
											Paint & Wallcovering Stores		P	P	P	P	P	P	P	P	P	P	P	P
											Pet Shops						C	C	C	C	C	C	C	C
											Record Shops		P	P	P	P	P	P	P	P	P	P	P	P
											Resale Shops		P	P	P	P	P	P	P	P	P	P	P	P
											Security Equipment Sales & Service		P		P	P	P	P	P	P	P			P
											Shoe Stores		P	P	P	P	P	P	P	P	P	P	P	P
											Specialty Shops		P	P	P	P	P	P	P	P	P	P	P	P
											Sporting Goods Stores		P	P	P	P	P	P	P	P	P	P	P	P
											Stationery Stores		P	P	P	P	P	P	P	P	P	P	P	P
											Ticket Sales Facility		P		P	P	P	P	P	P	P	P		P
											Tobacco Shops		P	P	P	P	P	P	P	P	P	P	P	P
											Toy Stores		P	P	P	P	P	P	P	P	P	P	P	P
											Video Sales and/or Rental Store		P		P	P	P	P	P	P	P	P	P	P
											Drug Stores		P	P	P	P	P	P	P	P	P	P	P	P
											Optical Goods Store		P	P	P	P	P	P	P	P	P	P	P	P
										P	Pharmacies		P	P	P	P	P	P	P	P	P	P	P	P
											Lighting & Electrical Equipment Store with Retail Sales Component				P	P						P	P	
											Plumbing shop, Sales & Service with Retail Sales Component				P	P						P	P	
											Medical Appliances & Supply Stores				P	C	P	P	P	P	P			P

** Amended by Ord. 51-01, J. 27, p. 232, passed 8/27/01

^ POSO Zoning Added by Ord. 28-04, J. 30, p. 97-116, passed 4/26/04

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

PLANTS, ANIMALS AND RELATED USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA	
											Animal Clinics or Hospitals						C	C	C	C				C	
											Animal Pounds														C*
											Botanical Gardens														C*
P	P										Agriculture														
											Florist Shops, wholesale						P	P	P	P					P
											Greenhouses, commercial						P								P
C	C	C	C	C	C						Kennels						P								P
											Nurseries						P								P

* Added by Ord 42-02, J. 28, p. 313-337, passed 7/8/02

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

FOOD PRODUCT USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA
											Bakeries & Confectioneries, Retail		P	P	P	P	P	P	P	P	P	P	P	P
											Bakeries, Wholesale													P
											Convenience Food Mart		P		P	P	P	P	P	P	P	P+	P+	P
											Fruit & Vegetable Stores		P	P	P	P	P	P	P	P	P	P	P	P
											Grocery Stores, with or without meat		P	P	P	P	P	P	P	P	P	P	P	P
											Meat, Fish & Seafood Shops		P	P	P	P	P	P	P	P	P	P	P	P

~ Deleted by Ord. 28-04, J. 30, p. 97-116, passed 4/26/04,

+ Amended by Ord. 69-11, J. 37, p. 229-231, passed 9/26/11

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

FOOD AND BEVERAGE USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	R M2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA
											Catering Service Facilities						P	P	P	P				P
											Delicatessens		P	P	P	P	P	P	P	P	P	P	P	P
											Frozen Dessert Stores ~		P	P	P	P	P	P	P	P	P	P	P	P
											Outdoor Restaurants		C	C	C	C	P	P	P	P	P	P	P	P
											Restaurants, Fast-food or Carry-out		P	P	P	P	P	P	P	P	P	P	P	P
											Restaurants, excluding dancing & entertainment		P	P	P	P	P	P	P	P	P	P	P	P
											Restaurants, with dancing & entertainment				C	C	P	P	P	P	P	P	P	P

~ POSO Zoning Added by Ord. 28-04, J. 30, p. 97-116, passed 4/26/04

~ Amended by Ord. 18-10, J. 36, p. 022-028, passed 2/8/10

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

FINANCIAL USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	P A
										P	Accounting, Auditing, & Bookkeeping Services			P	P	C	P	P	P	P	P		P	
											Automatic Teller Machine	P	P			P	P	P	P	P	P		P	
											Banks ~				P	P	P	P	P	P	P		P	
										P	Collection Service Offices				P	C	P	P	P	P	P		P	
										P	Commodity Broker, Dealer, & Exchange Offices (including Wholesale)				P	C	P	P	P	P	P		P	
										P	Credit Reporting Service Offices				P	C	P	P	P	P	P		P	
										P	Credit Union Offices		C*	P	P	C	P	P	P	P	P		P	
											Currency Exchange						C							
										P	Financial Counseling Service Offices			P	P	C	P	P	P	P	P		P	
										P	Holding & Investment Service Offices			P	P	C	P	P	P	P	P		P	
										P	Income Tax Services			P	P	C	P	P	P	P	P		P	
										P	Insurance Carriers, Agents, Brokers, & Service Offices			P	P	C	P	P	P	P	P		P	
											Money Transmitting Businesses			P +										
										P	Security Broker, Dealer, & Exchange Offices				P	C	P	P	P	P	P		P	
										P	Loan Company Offices				P	C	P	P	P	P	P		P	

* A special use permit for the "Credit Union Offices" conditional use shall not be issued in any area of the B-1 District other than the specific B-1 district indicated on the City of Highland Park Zoning map and located in a portion of the area bounded by Ridge Road, Deerfield Road, and Richfield Avenue. (Amended by Ord. 44-03, J. 29, p. 153-154, passed 7/28/03)

^ Deleted by Ord. 28-04, J. 30, p. 97-116, passed 4/26/04

+ Added by Ord. 41-04, J. 30, p. 159-160, passed 6/28/04

Notwithstanding the provisions of Section 150.411(C) of this Code, a permitted use (under any provision of this Code, including without limitation, Section 150.405) with ~~Drive-in~~ **Drive-Through ~ Facilities that was made a conditional use by the amendment to this Zoning Code effective June 28, 2004 shall be considered a lawful conditional use, and may continue in existence as such use, as of June 28, 2004, provided, however, that the conditional use may not be expanded without first obtaining a conditional use permit in full accordance with Section 150.411 of this Code, and any other zoning relief required by applicable provisions of this Code. (Ord. 43-04, J. 30, p. 163-165, passed 6/28/04)

~ Amended by Ord. 18-10, J. 36, p. 022-028, passed 2/8/10

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

BUSINESS SERVICE USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C= CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4- 4 #	B4- 5 #	B4- 6 #	B5	POSO	I	PA		
										P	Advertising Agency Offices			P	P	C	P	P	P	P	P			P		
											Printing Shop including Blueprinting & Photocopying Shops					P	P	P	P	P				P		
											Printing Shop including Blueprinting & Photocopying Shops With Retail Sales Component			P								P	P			
											Building Maintenance Service Offices				P	C	P	P	P	P					P	
										P	Consumer Protection Organization Offices				P	C	P	P	P	P	P				P	
										P	Data Processing Centers						P	P	P	P	P				P	
										P	Detective & Protective Service Offices						P	P	P	P	P				P	
										P	Direct Mail Advertising Service Offices						P	P	P	P	P				P	
											Disinfecting & Exterminating Service Offices				P	C	P	P	P	P					P	
										P	Employment Agency Offices				P	C	P	P	P	P	P				P	
											Express Mailing Services		P		P	C	P	P	P	P						
											Research & Survey Firms				P	C	P	P	P	P	P				P	
										P	Stenographic & Other Temporary Office Employment Service Offices				P	C	P	P	P	P	P				P	
										P	Window Cleaning Service Offices				P	C	P	P	P	P					P	

Amended by Ord. 28-04, J. 30, p. 97-116, passed 4/26/04

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

OFFICE AND PROFESSIONAL USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA
										P	Business & Management Consulting Service Offices			P	P	C	P	P	P	P	P		P	
										P	Business Association Offices					C	P	P	P	P	P			
										P	General Business Offices		P		P	C	P	P	P	P	P			P
										P	Interior Decorating Service Offices			P	P	C	P	P	P	P	P			P
										P	Newspaper Offices					C	P	P	P	P	P			P
										P	Professional Offices including Architect, Attorney, Engineer, Landscape Architect, Urban Planner			P	P	C	P	P	P	P	P			P
										P	Publishing Offices			P	P	C	P	P	P	P	P			P
										P	Real Estate Broker, Salesperson, & Service Offices			P	P	C	P	P	P	P	P			P
										P	Telephone Business Offices						P	P	P	P	P			P
										P	Title Abstracting Company Offices			P	P	C	P	P	P	P	P			P
											Direct Selling Organizations						P	P	P	P	P			P
										P	Labor Union & Similar Labor Organization Offices						P	P	P	P	P			
										P	Office of Institution of Religious, Charitable, or Philanthropic Nature						P	P	P	P	P			
										P	Professional Membership Organization Offices					C	P	P	P	P	P			
											Taxicab Office, Dispatching						P	P	P	P	P			P
										P	News Syndication Services						P	P	P	P	P			P
											Mail Order House						P	P	P	P	P			P
											Motion Picture Film Distribution Offices						P	P	P	P	P			P

(Ord.76-13, J. 39, p. 232-237, passed 07/22/13)

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

MEDICAL AND RELATED USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4 -4 #	B4 -5 #	B4 -6 #	B5	POSO	I	PA
										P	Acupuncture Services		P		P	C	P	P	P	P	P		P	
										C	Chiropractor's Offices			P	P	C	P	P	P	P	P		P	
											Chiropractor's Offices (<3,000 sq. ft.)		P											
											Chiropractor's Offices (>3,000 sq. ft.)		C											
										P	Dental Laboratories				P	C	P	P	P	P	P		P	
										C	Dental Offices			P	P	C	P	P	P	P	P		P	
											Dental Offices (<3,000 sq. ft.)		P											
											Dental Offices (>3,000 sq. ft.)		C											
											Health Care Campus	P												
											Home Health Care Provider's Offices		P		P	C	P	P	P	P	P		P	
										P	Massage Therapy Clinic		P	P	P	P	P	P	P	P	P		P	
											Medical Cannabis Cultivation Center													C
											Medical Cannabis Dispensing Organization	C					C							C
										P	Medical Clinics/Surgical Centers						P	P	P	P	P		P	
										P	Medical Laboratories				P	C	P	P	P	P	P		P	
										C	Medical Offices			P	P	C	P	P	P	P	P		P	
											Medical Offices (<3,000 sq. ft.)		P											
											Medical Offices (>3,000 sq. ft.)		C											
										C	Offices for the Fitting & Repair of Hearing Aids, Prosthetic Appliances & the like		P	P	P	C	P	P	P	P	P		P	
										C	Optometrist's & Ophthalmologist's Offices			P	P	C	P	P	P	P	P		P	
											Optometrists & Ophthalmologist's Offices (<3,000 sq. ft.)		P											
											Optometrists & Ophthalmologist's Offices (>3,000 sq. ft.)		C											
										C	Psychiatrist's & Psychologist's Offices			P	P	C	P	P	P	P	P		P	
											Psychiatrist's & Psychologist's Offices (<3,000 sq. ft.)		P											
											Psychiatrist's & Psychologist's Offices (>3,000 sq. ft.)		C											

(Ord. 76-13, J. 39, p. 232-237, passed 07/22/13)

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

TRANSPORTATION AND RELATED USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4 -4 #	B4 -5 #	B4 -6 #	B5	POSO	I	PA
											Bus Terminals						P	P	P	P				P
											Freight & Parcel Terminals						P							P
										C	Garage, public					C	C	C	C	C	C			
											Garage, Municipally Owned or Operated *													C
											Gasoline &/or Diesel Fuel Stations		C		C	C	C	C	C	C				C
											Heliports	C					C	C	C	C				C
											Marine Craft & Accessories Sales & Service Facilities						P							P
											Motorcycle & Accessories Sales & Service Store						P	P	P	P				P
											Motor Vehicle Detailing Shops						P							P
											Motor Vehicle Engine Repair Shops						P	P	P	P				P
											Motor Vehicle Glass Shops						P	P	P	P				P
											Motor Vehicle Muffler Shops						P	P	P	P				P
											Motor Vehicle Painting or Body Rebuilding Shops						P	P	P	P				P
											Motor Vehicle Parts & Accessories Sales						P	P	P	P				P
											Motor Vehicle Rental Agencies						P	P	P	P				P
											Motor Vehicle Repair, Major						P	P	P	P				P

TRANSPORTATION AND RELATED USES (CONTINUED)

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4 -4 #	B4 -5 #	B4 -6 #	B5	POSO	I	PA
											Motor Vehicle Repair, Minor						P	P	P	P			P	
											Motor Vehicle Salesrooms						P	P	P	P			P	
											Motor Vehicle Tire Sales & Installation Stores						P	P	P	P			P	
											Motor Vehicle Upholstery Shops						P	P	P	P			P	
											Motor Vehicle Washing Facility						C	C	C	C			C	
											Motor Vehicle Wrecking & Salvage Yards												C	
											New or Used Motor Vehicle Sales &/or Storage Lots, freestanding						C	C	C	C			C	
											New or Used Motor Vehicle Sales Showroom, Indoor @			P				P	P	P				
C	C	C	C	C	C	C	C	C ^	C	P	Off-Street Parking Lot, Freestanding		P	C	P	C	P	P	P	P	P		P	
											Off-Street Parking Lot, Freestanding, Municipally Owned or Operated *										P%	P%		C!
											Parking Decks,	C +									C %	C%		
											Parking Decks, Municipally Owned or Operated										C %	C%		C!
											Railroad Stations													C!
											Recreational & Sports Vehicle Sales & Service Facilities						P	P	P	P			P	
											Taxicab Storage						C							C
											Truck Terminals						C							C

- + A parking deck may be allowed as a permitted use in the HC Zoning District, provided that the parking deck detail is consistent with an approved Master Site Plan (Amended by Ord. 29-02, J. 28, p. 111-114., passed 5/13/02)
- * Added by Ord 42-02, J. 28, p. 313-337, passed 7/8/02
- ^ Added by Ord. 57-02, J. 28, p. 410-473, passed 9/9/02
- ! Amended by Ord. 01-03, J. 29, p. 01-16, passed 1/13/03
- ^ Deleted by Ord. 28-04, J. 30, p. 97-116, passed 4/26/04
- @ Added by Ord. 59-14, J. 40, p.167-172, passed 06/09/14
- % Added by Ord. 71-14, J.40, p. 202-205, passed 07/28/14
- # B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

MATERIALS SUPPLY AND CONSTRUCTION USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4 -4 #	B4 -5 #	B4 -6 #	B5	POSO	I	PA
											Construction Hauling Companies													C
											Excavation Companies													C
											General Construction Companies						P							P

MATERIALS SUPPLY AND CONSTRUCTION USES (CONTINUED)

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA	
											Landscape Contractors and Yard Maintenance Services							P							P
											Lighting & Electrical Equipment Store					P		P	P	P	P				P
											Lumber & Building Material Yard & Storage Facilities							P							P
											Masonry, Stonework & Tiletsetting Shops							P							P
											Millwork & Cabinet Fabricating Shops														P
											Plumbing Shop, Sales & Service							P	P	P	P				P
											Ready-mix Concrete Yards														P
											Road Paving Companies														P
											Rock & Stone Supply Yards							P							P
											Roofing Companies														P
											Sand, Gravel, & Earth Sales & Storage Facilities														C
											Sewer Companies														C
											Sheetmetal & Gutter Service Shop							P							P
											Swimming Pool Companies							P							P
											Water Well Drilling Companies														P
											Welding Equipment & Supply Shop														P

Amended by Ord. 28-04, J. 30, p. 97-116, passed 4/26/04

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

STORAGE, PROCESSING, AND WHOLESALING USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA	
											General Warehouses & Storage Facilities, Enclosed							P							P
											Metal Salvage Yards & Operations														C
											Mini-warehouses														P
											Open Storage Yards							C							C
											Refrigerated Warehouses														P
											Wholesale Trade Offices & Storage Facilities							P							P

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

INDUSTRIAL AND MANUFACTURING USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA			
											Facilities for the Bottling & canning of Liquids													C			
											Facilities for Manufacturing, Processing, Assembly, & Packaging of: Articles of Merchandise from the following previously prepared materials: bone, canvas, cellophane, cloth, cork, feathers, felt, fiber, fur, glass, hair, horn, leather, metal, paper, plastics, stone, tobacco, wood, yarns & paint, not employing a boiling process														P		
											Facilities for Manufacturing, Processing, Assembly, & Packaging of: Bakery goods, candy, cosmetics, dairy products (including milk), drugs, grains, perfumes, pharmaceuticals, toiletries & food products, except the following uses: fish, meat products, sauerkraut, vinegar, yeast, & the rendering or refining of fats or oils															P	
											Facilities for Manufacturing, Processing, Assembly, & Packaging of: Biological & botanical products, except manure														C		
											Facilities for Manufacturing, Processing, Assembly, & Packaging of: Electrical Devices, appliances, apparatus, & instruments															P	
											Facilities for Manufacturing, Processing, Assembly, & Packaging of: Mechanical Devices, machines & parts such as toys, novelties, & other light or small mechanical products															P	
											Facilities for Manufacturing, Processing, Assembly, & Packaging of: Plastics, chemicals, & drugs, except poisons & insecticides															P	

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

INDUSTRIAL AND MANUFACTURING USES (CONTINUED)

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA
											Facilities for Manufacturing, Processing, Assembly, & Packaging of: Pottery, figurines, & similar ceramic products using only previously pulverized clay													P
											Metal Fabrication Shops, including cold rolled sheet, strip, & bars													P
											Manufacturing Laboratories & Testing Facilities													P
											Recycling Centers, Materials Reclamation													C*
											Wholesale Job Printing, with Bookbinding													P
											Wholesale Laundry, Cleaning, & Dyeing Plants													C

* Added by Ord 42-02, J. 28, p. 313-337, passed 7/8/02)

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

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	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	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	C	C	C		C	C	Electrical Receiving or Transforming Stations		C		C		C	C	C	C	C			C	C+
											Newspaper Distribution Services						P							P	
										P	News Syndication Services						P	P	P	P	P			P	
											Public Safety Telecommunications Facilities	P	P	P	P		P	P	P	P	P			P	P
										P	Radio & Television Broadcasting Station						P	P	P	P				P	

* Added by Ord 42-02, J. 28, p. 313-337, passed 7/8/02
! Amended by Ord. 01-03, J. 29, p. 01-16, passed 1/13/03
B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

MISCELLANEOUS USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA
											Cemeteries, Mausoleums, & Memorial Parks													C*
							C		C	C	Civic, Social, & Fraternal Association Meeting Places		C	C	C	C	P	P	P	P	P			C*
											Funeral Homes, Mortuaries & Crematoria		C		C		C	C	C	C				
C	C	C	C	C	C	C	C	C^	C	C	Houses of Worship *		C	C	C	C	C	C	C	C	C			C*

* Added by Ord 42-02, J. 28, p. 313-337, passed 7/8/02

^ Added by Ord. 57-02, J. 28, p. 410-473, passed 9/9/02

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

CULTURAL, RECREATIONAL, AND ENTERTAINMENT USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA
											Art Galleries, public													C*
											Auditoriums													C*
											Bowling Alleys						P	P	P	P	C		P	
C	C	C	C	C	C	C	C	C^	C	C	Club or Lodge, private		C		C	C	C	C	C	C	C		C	
											Community & Recreation Centers							P ¹	P ¹	P ¹				C*
P	P	P	P	P	P		P		P		Country Clubs & Golf Courses													C!
											Cultural Arts Centers *													C*
											Dinner Theaters							C	C	C	C	C	C	C
											Gymnasiums							C	C	C	C			C
											Health Clubs							P	P	P	P	P	P+	P
										C	Health Clubs (Minor)			P~							P+	P+		
											Libraries													C*
											Miniature Golf Courses							P						P
											Movie & Drama Theaters							P	P	P	P	P	P	P
											Museums													C*

¹ POSO Zoning Added by Ord. 28-04, J. 30, p. 97-116, passed 4/26/04

| Health Clubs (Minor) Added by Ord. 49-04, J. 30, p. 200-202, passed 7/12/04

+ Amended by Ord. 69-11, J. 37, p. 229-231, passed 9/26/11

¹Ord. 90-14, J.40, p.258-260, passed 10/13/14

~ Amended by Ord. 40-15, passed 4/13/15

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

CULTURAL, RECREATIONAL, AND ENTERTAINMENT USES (CONTINUED)

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA
C	C	C	C	C	C	C	C		C	C	Outdoor Theaters, festival-drama		C		C	C	C	C	C	C	C		C	
P	P	P	P	P	P	C	P	P^	P	P	Parks & Playgrounds		P	P	P	P	P	P	P	P	P	P	P	
C	C										Riding Academies													
											Roller & Ice Skating Rinks						C	C	C	C	C		C	
C	C	C	C	C	C		C		C	C	Tennis, Racquetball, Handball, Swimming & Other Private Recreational Clubs		C				P	P	P	P	P		P	

* Added by Ord 42-02, J. 28, p. 313-337, passed 7/8/02

^ Added by Ord. 57-02, J. 28, p. 410-473, passed 9/9/02

˘ Removed by Ord. 57-02, J. 28, p. 410-473, passed 9/9/02

! Amended by Ord. 01-03, J. 29, p. 01-16, passed 1/13/03

˘ Amended by Ord. 28-04, J. 30, p. 97-116, passed 4/26/04

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

EDUCATIONAL AND SUPPORT SERVICE USES

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 #	B4-5 #	B4-6 #	B5	POSO	I	PA
											Adult Day Care		C		C		C	C	C	C	C		C	C
											Barber & Beauty Schools						P	P	P	P	P		P	
											Business & Technical Schools						P	P	P	P	P		P	C*
C	C	C	C	C	C	C	C		C	C	Colleges, Junior Colleges & Universities						C	C	C	C	C		C	C*
											Community Living Facility <		C		C		C	C	C	C	C		C	C
C	C	C	C	C	C		C	C^	C	C	Child Care Facility		C		C	C	C	C	C	C	C		C	C*
C	C						C	C^	C		Convents, Monasteries or Seminaries							C	C	C	C			C*
											Dancing or Music Academies		C		P	C	P	P	P	P	P		P	
P	P	P	P	P	P	P	P	P^	P	P	Day Care Homes													
											Driving Schools				P		P	P	P	P	P		P	
P	P	P	P	P	P	P	P	P^	P	P	Elementary & High Schools, Public, Private & Parochial including Kindergartens		P		P		P	P	P	P	P		P	C*!

B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

EDUCATIONAL AND SUPPORT SERVICE USES (CONTINUED)

R1	R2	R3	R4	R5	R6	R7	RM 1	RM 1A	RM 2	RO	P = PERMITTED USES C = CONDITIONAL USES	HC	B1	B1 A	B2	B2R W	B3	B4-4 ~	B4-5 ~	B4-6 ~	B5	POSO	I	PA
C	C	C	C	C	C	C	C	C	C	C	Outdoor Lights with Towers for Athletic Fields located on High School Campuses, at such maximum wattage and at such maximum height as may be specified by the City Council in the ordinance approving the special use permit #		C		C		C	C	C	C	C		C	C
P	P	P	P	P	P	P	P	P^	P	P	Institutions for Special Education		P		P		P	P	P	P	P		P	C*
											Personnel Training Centers						P	P	P	P	P		P	
											Recovery Services <	P	C		C		C	C	C	C	C			
											Sports Training Schools		C				P	P	P	P	C		P	
											Studios for Art, Ceramics, Drama, Speech, and similar skills				P	C	P	P	P	P	P		P	

(Ord. 76-13, J. 39, p. 232-237, passed 07/22/13)

* Added by Ord 42-02, J. 28, p. 313-337, passed 7/8/02

^ Added by Ord. 57-02, J. 28, p. 410-473, passed 9/9/02

! Amended by Ord. 01-03, J. 29, p. 01-16, passed 1/13/03

Amended by Ord. 55-04, J. 30, p. 216-219, passed 8/9/04

< Amended by Ord. 44-10, J. 36, p. 179-187, passed 5/10/10

~ B4-4, B4-4 and B4-6 Zoning Added by Ord. 41-15, J. 41, p. 120-156, passed 4/13/15

REQUEST FOR BOARD ACTION

16-108

Agenda Item: _____

Subject: Report of Staff re: Website Communication Tools and Analytics

Action Requested: Acceptance

Village Manager's Office

Originated By: _____

Village Board of Trustees

Referred To: _____

Summary of Background and Reason for Request

The Village launched a new website on September 6, 2016. The attached memo discusses website communication tools, analytics and next steps.

Reports and Documents Attached:

Memorandum from Assistant Lichterman – Dated October 12, 2016

October 17, 2016

Date Referred to Board: _____

Action Taken: _____



Memorandum

DATE: October 12, 2016
TO: Kent Street, Village Manager
FROM: Andrew Lichterman, Assistant Village Manager
SUBJECT: **Website Analytics and Communication Tools**

Background

The Village launched a new website on September 6, 2016, with an emphasis on enhancing the Village's communication capabilities. With over 4,000 unique visitors to the website per month it is important that the Village has a website that is contemporary, easy to navigate and offers interaction with the public.

Staff committed to five goals that we believe the new website has successfully accomplished: (1) easy to navigate for residents, businesses and visitors of the Village, (2) easy to use and update for website administrators and Village employees, (3) responsive design that is mobile and tablet friendly, (4) enhanced communication tools including automated meeting and agenda notifications; and, (5) aesthetically pleasing and captures the essence and character of the community.

Modules and Analytics

Several of the key website enhancements come in the form of online modules. Key modules and website analytics are provided below:

Modules

Bid Postings – simple and easy to use method of posting bid notices, which allows prospective bidders to receive automated alerts when a new bid is offered. This module has yet to be utilized since the launch of the website but certainly will be as new bid opportunities become available.

Blog – Post opinion/information about various topics. This module can also be set up to allow site visitors to comment and subscribe. Staff intends to launch this module next year and use it as a construction blog, similar to the format currently used on DeerfieldRoad.com, which archives previous posts as a conversation thread for easy reference.

Business Directory – The *Yellow Pages* of the Village. The Village policy has been to only allow postings for business located within the Village limits. Staff continues to work with local businesses and the DBR Chamber of Commerce to create a comprehensive business listing, which will require ongoing updates and maintenance.

Citizen Request Tracker – Allows users to report a problem while providing follow-up communication with a direct point of contact. Also includes the ability for the resident to uploads pictures or documents when submitting a request. Website administrators can also view response times and escalate tickets to supervisors, if needed.

Citizen Voice – An open digital forum in which citizens can interact while allowing the Village to showcase projects in our community. When appropriate, staff can direct residents to this public forum to

build consensus and receive input on neighborhood enhancements. This could include simple items such as a request to install a stop sign or more comprehensive projects such as a neighborhood redevelopment.

NotifyMe – Subscription based platform to send out mass non-emergency emails to a specific list. This includes the ability to email and/or text message subscribers. The Village is currently using this platform to send automated agenda alerts. This will also allow residents to filter the information they wish to receive from the Village. For instance, residents will be able to subscribe to specific email lists related to topics they are concerned about such as the Farmers Market. Previously subscribers had no choice but to receive all (or none) of the Village’s electronic communications.

Photo Gallery – Ability to store and display Village photos. It is not uncommon for staff to be contacted by local Realtors or film production companies in search of Village photos. This module will make it easy for the public to view images of our Village.

Other Integrations – In general, the website offers integration with several key platforms that will allow the Village to grow our presence through various communication tools. In regards to non-emergency communication, the website has the ability to sync with Facebook, Twitter and other social networking platforms to share news articles, notices, and calendar events. With regard to emergency communications, the website syncs with the Village’s new emergency platform, CivicReady. If an emergency alert was to be issued through our mass emergency notification system, that same alert would be automatically posted to the homepage of the new website.

Analytics

Over a 30-day period, from the launch of the website on September 6, through October 5, 2016, there have been 7,256 unique hits on the Village’s website. Users spent an average of 1 minute 38 seconds on the homepage and 55% of these users never navigated to another page on our site during that session. This may mean that users were able to quickly and efficiently find the information they were looking for directly on the homepage.

A key enhancement to the Village’s website has been the implementation of online forms that can be submitted electronically. 130 online forms have been submitted, of which, 105 were related to the Police Department Community Survey, which was promoted recently in water bill mailings. The other online forms have been FOIA requests, utility applications and various resident requests.

The homepage contains action buttons that take users directly to frequently utilized webpages or modules. These action buttons received the following number of unique views:



Community Voice – 30 unique views



Request Tracker – 163 unique views



Transparency – 101 unique views



Notify Me – 76 unique views

The three most frequently visited pages have been:

- The main listing of departments – 567 unique views
- HarvestFest – 460 unique views
- Farmers Market – 168 unique views

Subscriptions

As the Board will recall, the Village's e-blast system was first implemented in 2010. Since that time the Village has grown its number of subscribers to over 3,000 unique contacts. As previously noted, the current system does not allow users to filter content; rather they are forced to opt-in and receive all email communications or opt-out and receive none. Staff is working with our website provider to migrate the current database of contacts into the new system provided as part of the website redesign, which will then allow users to uniquely filter content and receive only the information that is important to them. Staff expects to complete this migration over the next 30 days. At that time, all users will receive a e-blast with instructions on how to update and change their settings to select the information that is important to them.

Notwithstanding the ongoing database migration, the Village has already received 83 subscriptions in the new system from users that have proactively selected the content they wish to receive from the Village.

Promotion, Awareness and Education

Since the launch of the website staff at all levels have become more accustomed to utilizing the various tools and enhancements that are available on the new website. Front line staff have been trained on how to respond to citizens' requests for service by remotely closing tickets in the field utilizing a smart phone or tablet, immediately following completion of the assigned task. As additional training occurs on newly available technologies staff hopes to create greater operational efficiencies.

In order to make the public aware of these website enhancements the Village is creating promotional/training videos that highlight the ease and efficiencies available to our residents, businesses and visitors. Additionally, the Village will utilize traditional communication methods such as press releases, the D-Tales newsletter and e-blasts to promote the new enhancements. Also, as front line staff respond to phone calls and over the counter inquiries, the public will be guided to resources that can be utilized to resolve or answer their inquiries in the future without the need for a phone call or an in-person visit. Lastly, our hope is that at least some of these tools will complement the communication efforts already undertaken by our sister governments such as the Park District, Library, and school districts, and these entities will share information about the Village's communication tools as they naturally receive inquiries during their day-to-day activities.

Conclusion

The website is a critical technology that allows the Village to effectively and efficiently serve the public. The new redesign offers a user-friendly, easy to use format for both the public and website administrators. There are several new enhancements that allow the website to meet the new technological demands, as more and more users visit the site via mobile devices and tablets (approximately 26%). The website and the utilization of its various communications tools will continue to evolve and will require regular monitoring, updating, and innovation to remain relevant and meet the demands of the public.

REQUEST FOR BOARD ACTION

16-109

Agenda Item: _____

Subject: Report and Recommendation of Staff re: Proposed Revisions to Commercial Filming

Regulations and Amending Article 3, "Film Production" of Chapter 14, "Licenses"

of the Municipal Code of the Village of Deerfield

Acceptance

Action Requested: _____

Administration

Originated By: _____

Village President and Board of Trustees

Referred To: _____

Summary of Background and Reason for Request

In 2013, the Village Board approved Ordinance O-13-48 regulating large scale commercial film productions. Since that time, the staff has approved several commercial film permits and has had the opportunity to sufficiently evaluate and regulate commercial film productions.

Staff proposes two revisions to the ordinance:

1. Including "still photography" in the definition of film productions. The Village has recently had production companies conduct large scale photo shoots in town. Whether a film production company is capturing live action or still photography for advertising purposes, the impacts to the surrounding neighborhood are the same and for that reason staff recommends treating the two commercial activities identical. (Changes shown on page 2 of ordinance)

2. Extending the number of film production days that can be authorized by the Village Manager from 4 days to 7 days. Currently any film productions lasting more than 4 days requires approval by the Village Board. Staff believes that we can work with film production companies to mitigate neighborhood impacts during multi-day film productions and recommends the Village Manager be authorized to approve commercial film permits for productions lasting up to 7 days. More often than not, requiring film production companies to seek Board approval will result in the production being canceled given the relatively short amount of lead time that is typically available. (Changes shown on pages 6 & 11 of ordinance)

Assistant Manager Andrew Lichterman will be available to review this matter with the Mayor and Board of Trustees.

Reports and Documents Attached:

Proposed Ordinance Revisions

Date Referred to Board: October 17, 2016

Action Taken: _____

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. 0-13-48

**AN ORDINANCE REGULATING COMMERCIAL FILM
PRODUCTION IN THE VILLAGE OF DEERFIELD**

**PASSED AND APPROVED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF DEERFIELD, LAKE
AND COOK COUNTIES, ILLINOIS, this**

21st day of October, 2013.

**Published in pamphlet form
by authority of the President
and Board of Trustees of the
Village of Deerfield, Lake and
Cook Counties, Illinois, this
21st day of October, 2013.**

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. 0-13-48

**AN ORDINANCE REGULATING COMMERCIAL FILM
PRODUCTION IN THE VILLAGE OF DEERFIELD**

WHEREAS, the Village of Deerfield has experienced an increase in requests from commercial film production companies, local businesses and Village residents to utilize public and private property in the Village as locations for producing commercial films; and

WHEREAS, the Village of Deerfield recognizes that commercial filming can be beneficial and enjoyable to both the Village and its residents; and

WHEREAS, the corporate authorities of the Village of Deerfield are of the opinion that the use of public or private property in the Village in film production activities should be regulated to avoid unreasonable and unnecessary disruptions to the community, to protect the rights of the public to the safe and normal use of public streets, rights of way and property, and to generally protect and safeguard public health, safety and welfare;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS, in the exercise of its home rule powers, as follows:

SECTION 1: That the Municipal Code of the Village of Deerfield be and the same is hereby amended to add the following as Article 3, "Film Production," of Chapter 14, "Licenses," of the Municipal Code of the Village of Deerfield:

Article 3. Film Production

Sec. 14-36. Statement of Policy and Purpose.

(a) **Statement of Policy.** It is the policy of the Village to allow interior or exterior locations on public or private property in the Village to be used in large scale commercial film production activities only if:

(1) the personal and property rights of affected residents and businesses can be adequately protected;

(2) unreasonable and unnecessary disruptions to the community can be avoided;

(3) the rights of the public to the safe and normal use of the public streets, rights-of-way and property can be protected;

(4) the rights of the public to the orderly functioning of government and to the provision of public services can be protected;

(5) the public health, safety and welfare can be adequately protected; and

(6) the Village can be adequately compensated both for the direct use of Village resources and for the effects on Village resources and Village operations arising from film production activities.

(b) **Purpose.** This Article has been enacted in furtherance of the following purposes:

(1) to establish standards and procedures for evaluating requests for film production permits;

(2) to assure that requests for film production permits are evaluated on a case-by-case basis so as to recognize that each permit application presents a unique set of circumstances;

(3) to assure that the Village will be adequately compensated for the processing of film production permit applications.

Sec. 14-37. **Definitions.** For the purposes of this Article, the following words and phrases shall have the meanings given in this section, unless the context clearly requires a different meaning:

(a) "Film production" means the process of recording live action on film, digital recording, magnetic tape or any other medium, for later commercial sale or distribution as a movie, television show, music video, advertising commercial, training film or educational program.

or brochure

(b) "Large scale film production activities" means any and all activities related to film production, including but not limited to set-up,

or still photography

site restoration, using film production equipment, and gatherings of persons involved in the film production, when such activities are supported in any manner by: i) any vehicles used primarily to transport film production equipment; ii) any vehicles in excess of 7,500 lbs. gross vehicle weight; or (iii) any film crew consisting of 6 or more persons; or any (iv) production taking place on more than a single residential zoning lot.

(c) "Film production activity charges" means the charges established by the Village to compensate the Village both for the direct use of Village resources and for the effects on Village resources and Village operations arising from film production activities pursuant to a film production permit.

(d) "Film production equipment" means any object used in film production, including but not limited to lighting equipment, sound equipment, cameras, dressing rooms, trailers, props, furnishings and vehicles.

(e) "Film production permit" means a permit issued in accordance with the procedures and provisions of this Article.

(f) "Village resources" means and includes any and all of the following: (i) elected and appointed Village officials; (ii) Village employees and personnel; (iii) operating and administrative departments of the Village; (iv) vehicles, equipment, personal property and real estate owned, leased or operated by or on behalf of the Village; (v) streets, sidewalks, parkways, parking lots and public rights-of-way located within the Village; and (vi) services provided by, on behalf of or under the auspices of the Village, regardless of the nature of the services, and regardless of whether or not such services are provided or made available to the citizens and businesses located in the Village.

Sec. 14-38. Permit Required. Except as provided in Section 14-39 of this Article, no person shall engage in, participate in or start any large scale film production activities anywhere in the Village without having first obtained a film production permit from the Village in accordance with the procedures established in this Article.

Sec. 14-39. Exceptions to Permit Requirement. No film production permit shall be required for film production activities that are for personal use, for news or for news features. In addition, no film production permit shall be required for film production activities of students provided such activities are in conjunction with coursework, either at an accredited educational institution or at an adult education program that is conducted under the auspices of a school district, park district or community organization that either is located in West Deerfield Township or is supported by taxes paid in whole or in part by residents of the Village.

Sec. 14-40. Permit Application.

- (a) **Form of Application.** Any person requesting a film production permit shall file an application on a standard form to be provided by the Village Clerk.
- (b) **Filing Application; Minimum Processing Period.** The completed permit application shall be filed with the Village Clerk no less than five (5) days nor more than 180 days before the proposed commencement of film production activities.
- (c) **Contents of Application.** The application shall contain all information and statements, and shall be accompanied by all documentation required by this section, plus such other information as may be required by this Article for the type of film production activities proposed, and such other information as the Village Manager or his designee may reasonably deem necessary to complete the review of the application.
- (d) **Signature under Oath.** The application shall be signed under oath by an authorized representative of the applicant.
- (e) **Required Information.** The applicant shall provide at least the following information:
- (1) The name, permanent address, local address and local telephone number of the applicant. If the applicant is an entity, the nature of the entity shall be described and proof of its current, lawful existence provided.
 - (2) The name, permanent address, local business address, permanent phone number and local phone number of the individual or individuals responsible for the day-to-day operations of the film production.
 - (3) A statement that the person signing the application is authorized to do so.
 - (4) A description of the type of film production (e.g. commercial, feature film, film scene, training film, etc.) and type of film production equipment to be used. The applicant does not need to describe the anticipated content of the film.
 - (5) A written summary or explanation of the portion of the production to be shot within the Village.
 - (6) The proposed dates and times of the film production.

(7) A description of all locations in the Village, whether public or private, that the applicant proposes to use for the film production activities and/or for storage of film production equipment.

(8) A letter or statement of approval, in the form provided in subsection (f) below, signed by the owner or owners and occupants of each location described pursuant to the preceding paragraph.

(9) A description of any special effects to be utilized, especially incendiary or explosive devices, plus proof of no less than two million dollars (\$2,000,000.00) liability insurance therefor, along with the name and qualifications of the person in charge of such special effects, and proof of licensing by the applicable federal and state agencies. The certificate of insurance shall name the Village as an additional insured. The insurance required by this paragraph shall be in addition to the general liability insurance coverage required by subsection (f), below.

(10) A description of the number of personnel and the number and types of vehicles and equipment to be on location for the film production activities, including a description of the number of personnel and equipment the applicant proposes to have on the film production location to provide emergency medical treatment for persons involved in the film production.

(11) A description of where vehicles and equipment will be parked during film production activities.

(12) A description of the method and procedures to be used for food service and health and sanitation on the film production location.

(13) A description of the method and procedures for the removal of garbage and other waste from the film production location.

(14) A description of all Village resources the applicant requests to use.

(15) An agreement to pay the Village for all Village film production activity charges.

(16) An agreement to pay in full, promptly upon receipt of an invoice, the cost of repair for any and all damage to public property of any kind, resulting from or in connection with, the film production, and to restore such property to the condition it was in immediately prior to the film production.

(f) Required Attachments. In addition to the information required by subsection (e) of this section, the following documents shall be attached to the application:

(1) Notification of Neighbors. The permit application shall be accompanied by proof that the applicant has initiated notification to all owners of record and occupants of all property situated within four hundred (400) linear feet, in each direction and on both sides of the street or streets of the location upon which filming is expected to occur, not less than five (5) days prior to the first day of the proposed film production schedule. The notice may be delivered personally, sent by U.S. mail, and/or given by posting signs at the location upon which the filming is expected to occur. The notice shall be in a form approved by the Village Manager and shall contain a written description of the proposed film production, including the proposed production schedule and the type of film production activities and film production equipment the applicant proposes to use. The notice shall state that the owner of record and the property's occupants may submit any written comments and objections to the Village Manger within three (3) days from receipt of the notice. The notice shall also clearly state that the film production at any proposed location will be permitted only with the approval of the Village Board if the proposed film production will last more than ~~four (4)~~ days.

← seven (7)

(2) Property Owner Letter of Approval. The letter or statement required by subsection (e)8 of this section shall state the approval and consent of the owner or owners and, where applicable, of the lessee or lessees of the property, to the property's use as a location for film production. The signatures on the letter shall be notarized. The letter of approval shall also contain the following statement:

"I hereby certify that I am the owner of record [or, where applicable, the occupant] of the property located at [street address], which will be used for film production. I hereby waive any claim against the Village of Deerfield arising out of or in connection with the issuance of the film production permit and will indemnify and hold harmless the Village of Deerfield for and from any loss, damage, expense, claims and costs of every nature and kind that I may incur as a result of or in connection with the film production activities pursuant to said permit."

(3) Certificate of Insurance. The permit application shall be accompanied by a certificate of insurance, issued by a company acceptable to the Village Manager and authorized to do business in the State of Illinois. The certificate of insurance shall be in an amount of not less than one million dollars (\$1,000,000.00) for general liability coverage, including bodily injury, property damage and automobile

liability. The certificate of insurance shall name the Village as an additional insured, using language acceptable to the Village Manager, and shall contain a provision prohibiting the cancellation or termination of the policy without providing at least 30 days written notice to the Village.

(4) Worker's Compensation and Employer's Liability Insurance. The permit application shall be accompanied by proof acceptable to the Village Manager that the applicant has provided worker's compensation insurance, employer's liability insurance and all other insurance required by law to be provided for the employees of the applicant.

(5) Indemnification and Hold Harmless Agreement. The permit application shall be accompanied by an indemnification agreement whereby the applicant agrees to defend and hold the Village, its officers, employees and agents, harmless from any loss, damage, expense, claim and cost of every nature and kind whatsoever, including attorney's fees, arising out of or in connection with the film production authorized under the permit, including without limitation the applicant's use of the public resources specified in the film production permit.

Sec. 14-41. Processing Permit Applications.

(a) Authority of Village Manager. The Village Manager or his designee shall review each film production permit application to determine whether the application is complete, to determine whether the application meets the standards established by this Article, and to establish the applicable film production activities charges.

(b) Review of Application. In reviewing the application, the Village Manager or his designee shall review all documents submitted with the application and all additional documentation required by the Village Manager pursuant to Section 14-40 of this Article.

(c) Standards for Reviewing Applications. In reviewing each application for a film production permit, the Village Manager or his designee shall consider the totality of the circumstances of the proposed film production, as described in all of the application materials, as well as all impacts, whether direct or indirect, that the proposed film production activities may have on Village resources and Village operations. The review of the application shall include, but not be limited to, a consideration of the following factors:

(1) the nature of the Village resources the Village Manager or his designee has determined should be assigned to the film production activities;

(2) the nature of additional Village resources the Village Manager or his designee has determined should be assigned to the film production activities;

(3) the extent to which the personal and property rights of residents and businesses are affected and whether such rights can be adequately protected;

(4) the nature and extent of any disruptions to the day-to-day activities of the Village's residents and businesses, and whether such disruptions can be adequately minimized;

(5) the nature and extent of the impact of the proposed film production activities on the right of the public to the safe and normal use of the Village's streets, rights-of-way and public property, and whether such use can be adequately protected;

(6) the nature and extent of the impact of the proposed film production activities on the right of the public to the orderly functioning of local government and to the provision of public services, and whether such governmental functions and public services can be adequately provided;

(7) whether the public health, safety and welfare can be adequately protected during the film production activities;

(8) whether the Village can be adequately compensated both for the direct use of Village resources in the course of the proposed film production activities and for all other effects or impacts on Village resources and Village operations that may arise from the proposed film production activities;

(9) consideration of any objections received; and

(10) the experience of the Village and/or neighboring municipalities in prior dealings with the applicant.

(d) Setting Application Processing Fees and Film Production Activity Charges. The permit application review process shall include setting the film production activity charges, as provided in this Article.

Sec. 14-42. Application Fees.

(a) **Basic Application Fee.** All applications for film production permits shall be accompanied by a basic application processing fee, which shall be paid to the Village in such amount as may be fixed from time to time by the annual fee resolution adopted by the corporate authorities. The basic application processing is hereby established at up to four (4) hours of staff review time. No application for a film production permit will be processed until the basic application processing fee has been paid.

(b) **Additional Processing Fees.** The Village reserves the right to be paid additional processing fees if the amount of time expended by the Village Manager and Village staff in processing a film production application exceeds the processing time on which the basic processing fee is based. The hourly rates for additional processing fees shall be set from time to time by the annual fee resolution adopted by the corporate authorities.

(c) **Fees Not Refundable.** The basic application fee and any additional processing fees shall not be refundable.

Sec. 14-43. Film Production Activity Charges.

(a) **Setting Film Production Activity Charges.** Charges for film production activities shall be calculated by the Village Manager separately for each application prior to the issuance of any permit, provided that the Village Board, in the exercise of its discretion, shall have the right to establish the film production activity charges for any permit that is subject to issuance by the Village Manager, and the amount of the film production activity charges set by the Village Manager in such cases shall be considered a recommendation to the Village Board.

(b) **Applicability of Film Production Activity Charges.** To assure that Village resources are not used for private commercial gain unless the Village is adequately compensated for all effects of such use, film production activity charges shall be assessed whenever any film production activity has any of the following characteristics:

(1) any film production activity that takes place at any outdoor location in the Village, whether on public or private property, even if the actual filming occurs only indoors;

(2) any film production activity that uses, involves or affects the use of, any Village resource;

(3) any film production activity that is likely to use, or that is likely to involve or affect the use of, any Village resource; and

(4) any film production activity that affects, or that is likely to affect, the day-to-day operations of the Village.

(c) **Estimated Film Production Activity Charges.** The Village shall set estimated film production activity charges in an amount determined to be sufficient to compensate the Village both for the direct use of Village resources and for the effects on Village resources and Village operations arising from the permitted film production activities. In setting the estimated film production activity charge, the Village shall use a market-based approach to determine the financial impact of the proposed film production activities in light of the factors considered in processing the permit application. The film production activity charge shall provide the basis for the permit deposit required by this Article and shall be subject to modification at any time up to and including the completion of the film production activities.

(d) **Cancellation of Film Production.** If the applicant cancels the permitted film production activity less than four (4) business days before the scheduled shoot date, the following cancellation charges shall be paid and/or withdrawn from the permit deposit:

- (1) 3 business days before shoot date: 25% of the estimated film production activity charge.
- (2) 2 business days before shoot date: 50% of the estimated film production activity charge.
- (3) 1 business days before shoot date: 75% of the estimated film production activity charge.
- (4) Day of the production: 100% of the estimated film production activity charge.

(e) **Final Film Production Activity Charges.** At the conclusion of the film production activities, the Village Manager shall determine the final film production activity charges, using the same methods and considering the same factors as was done in setting the estimated film production activities charges. If the final charges are less than the deposit, the Village shall refund the excess. If the final charges show a balance due from the permittee, the final fee shall be due and payable in full upon issuance of the final invoice by the Village.

Sec. 14-44. Permit Deposit. Upon approval of any film production activity permit, the applicant shall make a cash deposit with the Village in an amount equal to the greater of 125% of the estimated permit fee calculated pursuant to this Article. No film production permit shall be issued until the permit deposit has been made. The permit deposit shall be made in cash and shall be placed by the Village in a non-interest bearing account. The Village shall be entitled to draw against the permit deposit to pay any portion of any invoice for the repair or restoration of public property that the permittee has not paid within seven (7) days

of its issuance. In the event that the Village elects to draw against the permit deposit, the permittee shall be required to restore the permit deposit to its original amount within three (3) days.

Sec. 14-45. Issuance or Denial of Permit.

seven

seven (7)

(a) Permits for More Than ~~Four~~ Days. The final determination on the issuance of any permit for film production lasting for more than ~~four (4)~~ days shall be made by the Village Board. Upon completing his review of all such applications, the Village Manager shall submit a report to the Village Board, summarizing the factual circumstances surrounding the proposed film production and identifying all Village resources that will be used or affected by the film production activities. The Village Manager's report may also contain recommendations regarding issuance of the permit, conditions to be incorporated into the permit if it is issued, and the estimated film production activities charges.

seven

seven (7)

(b) Permits for Up to ~~Four~~ Days. The final determination on the issuance of any permit for film production lasting for ~~four (4)~~ days or less shall be made by the Village Manager. If the Village Manager determines that the circumstances of any such film production warrant consideration by the Village Board, the Village Manager may refer the application to the Village Board for final decision. The referral shall be accompanied by the same type of report as is required for applications subject to final decision by the Village Board under subsection (a) of this section.

(c) Permits for Same Zoning Lot. Not more than four (4) film production permits, for not more than an aggregate total of twelve (12) film production days, shall be issued for the same zoning lot during any twelve (12) month period. Additional permits may be approved by the Village Board.

(d) Final Permit Decisions. The decision of the Village Manager or, where applicable, the Village Board on the issuance or denial of a film production permit shall be final.

Sec. 14-46. Reservation of Rights.

(a) The Village reserves the right to revoke the issuance of a film production permit in the event that the applicant does not meet the conditions of the permit.

(b) The Village reserves the right to order the cessation of film production activities in the event the Village Manager determines either that any of the terms and conditions upon which the film production permit was issued have been violated or that the operation of the film

production has otherwise caused a detriment to the public health, safety and welfare.

(c) The Village reserves the right to inspect all structures, devices and/or film production equipment to be used in connection with the film production at any time the film production is in process.

(d) The Village reserves the right to assign additional police, fire and other Village personnel and/or services to the film production or film production locations, in the event the Village Manager or his designee determines that such additional personnel and/or services are warranted by the circumstances of the film production activities.

(e) The Village reserves the right to assign additional Village equipment to the film production or film production locations, in the event the Village Manager or his designee determines that such additional equipment is warranted by the circumstances of the film production activities.

(f) The Village reserves the right to designate other or additional Village locations, including but not limited to parking areas and streets, for use during the film production or at any film production locations, in the event the Village Manager or his designee, determines that such additional locations are warranted by the circumstances of the film production activities.

(g) The Village reserves the right to designate or assign any other or additional Village resources for use during the film production or at any film production locations, in the event the Village Manager or his designee determines that such additional Village resources are warranted by the circumstances of the film production activities.

(h) The Village reserves the right to impose such regulations, conditions or restrictions other than or in addition to those provided in this section as the Village, acting through its Village Board or Village Manager, may deem necessary to protect the public health, safety or welfare, which regulations, conditions or restrictions shall be stated in the permit.

(i) The Village reserves the right to deny or postpone the issuance of a permit if issuing the permit will allow more than one film production operation in the Village on any given day.

Sec. 14-47. Permit Duration and Extensions.

(a) Duration of Permit. Any film production permit issued under this Article shall be valid only for the time period specified within the permit.

(b) **Permit Extensions.** The Village Manager, in the exercise of his discretion, may approve a request for an extension of time beyond the time specified in the permit only if all of the following conditions are met:

(1) the applicant shall pay additional processing fees prior to the processing of the permit extension request;

(2) the extension does not violate any terms or conditions of a permit that was initially approved by the Village Board.

(3) the applicant shall have filed with the Village Manager a letter of understanding signed by a majority of the owners of record and occupants of property situated within four hundred (400) linear feet, in each direction and on both sides of the street or streets, of the film production location;

(4) the applicant shall pay all additional processing fees;

(5) the Village Manager shall have determined that the requested extension will not place an undue burden on the normal operations of the Village;

(6) the Village Manager shall have determined that the requested extension will not unreasonably interfere with the normal operations of businesses located within the Village;

(7) the Village Manager determines revised estimated film production activities charges and the applicant pays the required cash deposit on such revised charges.

(c) **Extension of Permit Conditions.** In the event of an extension of the time period for the film production permit, the permit shall remain subject to all conditions of the original permit.

Sec. 14-48. Hours of Production. Film production, including time for set-up and restoration, shall be limited to the hours between 7:30 a.m. and 7:00 p.m. on Monday through Fridays and to the hours between 8:30 a.m. and 5:00 p.m. on Saturdays. Film production crews and equipment shall not arrive or stand at the production site except during said hours of production. A request for hours of production beyond those specified in this subsection may be approved by the Village Manager only after the applicant has presented a letter of understanding signed by a majority of the owners of record and occupants of property situated within four hundred (400) linear feet, in each direction and on both sides of the street or streets, of the location upon which filming is expected to occur.

Sec. 14-49. Compliance with Applicable Ordinances, Regulations, Conditions and Restrictions. All film production permits issued pursuant to this Article shall be conditioned upon the applicant's compliance with all applicable ordinances of the Village and with any additional regulations, conditions or restrictions set forth in the permit.

Sec. 14-50. Compliance with Police Orders. The Village reserves the right of the Chief of Police to order any holder of a permit under this Article to immediately vacate the public ways and/or public property if, in his or her determination, such action is necessary to protect the public health, safety or welfare. All film production permits issued pursuant to this Article shall be conditioned upon the applicant's immediate compliance with any such order.

Sec. 14-51. Vehicle and Equipment Parking. Unless otherwise directed by the Manager or ordered by the Chief of Police, vehicles, trailers and equipment shall only be parked on one side of any Village street.

Sec. 14-52. Violations and Penalties.

(a) General Penalty. Any person who violates a provision of this Article, who makes a false statement in obtaining a permit under this Article, or who violates a condition of any permit issued under this Article, shall be subject to a fine of seven hundred fifty dollars (\$750.00).

(b) Revocation of Permit. Every permit issued pursuant to this Article shall be subject to revocation by the Village Manager upon any violation of the terms or conditions upon which it was issued, or upon the violation of this Article or any other applicable Village ordinance or state law. Such revocation may be in addition to any fine imposed for any such violation.

(c) Separate Offenses. Each act of violation and each day on which a violation of this Article or a permit issued pursuant to this Article occurs shall constitute a separate offense.

(d) Liability of Permit Holder. Every permit holder shall be subject to penalties for violations of this Article and for violations of the terms or conditions of any permit issued pursuant to this Article by any officer, director, manager, employee, agent or representative of the permit holder as if such violation had been committed by the permit holder personally.

SECTION 2: That the annual fee resolution of the Village of Deerfield be and the same is hereby amended to add the following as the application fee to be paid pursuant to Section 14-42 of the Municipal Code of the Village of Deerfield, as amended:

<u>Classification</u>	<u>Municipal Code Reference</u>	<u>Description</u>	<u>Fee for FY 2013/2014</u>
(D) Businesses	14-42(a)	Basic application fee	\$100.00
	14-42(b)	Additional processing fee	\$60.00 per hour

SECTION 3: That this Ordinance, and each of its terms, shall be the effective legislative act of a home rule municipality without regard to whether such Ordinance should: (a) contain terms contrary to the provisions of current or subsequent non-preemptive state law; or, (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent of the corporate authorities of the Village of Deerfield that to the extent that the terms of this Ordinance should be inconsistent with any non-preemptive state law, this Ordinance shall supersede state law in that regard within its jurisdiction.

SECTION 4: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED this 21st day of October, 2013.

AYES: Benton, Farkas, Jester, Nadler, Seiden, Struthers

NAYS: None

ABSENT: None

ABSTAIN: None

APPROVED this 21st day of October, 2013.

Harriet Ross, tral
Village President

ATTEST:

Kate Smith
Village Clerk

REQUEST FOR BOARD ACTION

16-97-2

Agenda Item: _____

Subject: Ordinance Changing the Name of the Manpower Commission to the Volunteer Engagement

Commission - 2R

Second Reading

Action Requested:

Manpower Commission

Originated By:

Mayor and Board of Trustees

Referred To:

Summary of Background and Reason for Request

The Manpower Commission has requested to change and updated their official name to one that better represents what they do. The Commission is requesting to be called the Volunteer Engagement Commission. The new name would reflect their work in recruiting, interviewing and finding meaningful volunteer positions and opportunities for residents that are mutually beneficial to the Village and the volunteers.

A report and recommendation was approved September 19. A First Reading was held October 4.

Reports and Documents Attached:

October 17, 2016

Date Referred to Board: _____

Action Taken: _____

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. O-16

**AN ORDINANCE AMENDING CHAPTER 1, SECTIONS 2-156 AND 2-158 OF THE
MUNICIPAL CODE OF THE VILLAGE OF DEERFIELD OF 1975 TO
CHANGE THE NAME OF THE MANPOWER COMMISSION TO THE VOLUNTEER
ENGAGEMENT COMMISSION**

**PASSED AND APPROVED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF DEERFIELD, LAKE
AND COOK COUNTIES, ILLINOIS, this
_____ day of _____, 2016.**

**Published in pamphlet form
by authority of the President
and Board of Trustees of the
Village of Deerfield, Lake and
Cook Counties, Illinois, this
_____ day of _____, 2016.**

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. O-16

**AN ORDINANCE AMENDING CHAPTER 1, SECTIONS 2-156 AND 2-158 OF THE
MUNICIPAL CODE OF THE VILLAGE OF DEERFIELD OF 1975 TO
CHANGE THE NAME OF THE MANPOWER COMMISSION TO THE VOLUNTEER
ENGAGEMENT COMMISSION**

BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE
VILLAGE OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS, AS FOLLOWS:

SECTION 1: That Section 2-156 (Establishment; Number of Members) and Section 2-158 (Duties and Functions) of Chapter 1 (General Provisions) of the Municipal Code of the Village of Deerfield of 1975, as amended, is hereby further amended by replacing all instances of “Manpower Commission” with “Volunteer Engagement Commission.”

SECTION 2: That the Village Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 3: That all ordinances or parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

SECTION 4: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED this _____ day of _____, 2016.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED this _____ day of _____, 2016.

Village President

ATTEST:

Village Clerk

REQUEST FOR BOARD ACTION

Agenda Item: 16-101-1

Subject: Ordinance Authorizing a Special Use for a Self-Improvement Facility for Shredd415 at 636 Deerfield Road – 1R

Action Requested: First Reading

Originated by: Plan Commission

Referred to: Mayor and Board of Trustees

Summary of Background and Reason for Request:

On October 4, 2016, the Board of Trustees accepted the Plan Commission's recommendation on the request for a Special Use for a 3,279 square foot self-improvement facility offering cardio and strength training exercise classes at the northwest corner of the 636 Deerfield Road building.

Reports and Documents Attached:

Ordinance
Letter Requesting Waiver of 2nd Reading of Ordinance

Date Referred to Board: October 17, 2016

Action Taken: _____

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING A CLASS B SPECIAL USE
TO PERMIT THE ESTABLISHMENT OF A SHREDD415 FITNESS STUDIO
IN THE SHOPPERS COURT COMMERCIAL PLANNED
UNIT DEVELOPMENT AT 636 DEERFIELD ROAD**

WHEREAS, the Plan Commission of the Village of Deerfield held a public hearing on September 8, 2016 on the application of Bensenville Associates, LLC and Shredd415 Deerfield LLC (collectively, the “Applicants”) for approval of a Class B Special Use self-improvement facility to permit the establishment of an approximately 3,279 square foot Shredd415 fitness studio in Tenant Area 109 at the northwest corner of the multiple tenant building at 636 Deerfield Road in the Deerfield Shoppers Court Planned Unit Development in the C-1 Village Center District, said property being legally described on Exhibit A attached hereto (the “Subject Property”); and

WHEREAS, said public hearing was held pursuant to public notice duly given and published as required by statute and conforming in all respects, in both manner and form, with the Zoning Ordinance of the Village of Deerfield; and

WHEREAS, the Plan Commission of the Village of Deerfield, after considering the evidence, testimony and supporting materials offered at said public hearing, filed its report with the President and Board of Trustees containing its written findings of fact and recommendations that the requested Special Use be authorized pursuant to Article 5.01-C, Paragraph 2, Subparagraph d(3) of the Zoning Ordinance of the Village of Deerfield to allow an approximately 3,279 square foot Shredd415 fitness studio in Tenant Area 109 at the northwest corner of the

building at 636 Deerfield Road to be located, established and operated as a Class B Special Use of the Subject Property in the Deerfield Shoppers Court Commercial Planned Unit Development in the C-1 Village Center District; and

WHEREAS, the President and Board of Trustees of the Village of Deerfield have determined that the proposed Class B Special Use for the Subject Property fully complies with the requirements and standards set forth in Article 5.01-C, Paragraph 2, Subparagraph d(3) and Article 13.11 of the Zoning Ordinance of the Village of Deerfield, and that the best interests of the Village will be served by the authorization and granting of said Special Use as provided herein, and in accordance with the plans and supporting materials submitted by the Applicants which are incorporated herein and made a part hereof by this reference;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS, in the exercise of its home rule powers, as follows:

SECTION 1: That the above and foregoing recitals, being material to this Ordinance, are hereby incorporated and made a part of this Ordinance as if fully set forth herein.

SECTION 2: That the President and Board of Trustees do hereby affirmatively find that the Class B Special Use as hereby authorized fully complies with the requirements and standards set forth in Article 5.01-C, Paragraph 2, Subparagraph d(3) and Article 13.11 of the Zoning Ordinance of the Village of Deerfield.

SECTION 3: That the President and Board of Trustees do hereby authorize and approve the establishment of an approximately 3,279 square foot Shredd415 fitness studio in Tenant Area 109 at the northwest corner of the building at 636 Deerfield Road in the Deerfield Shoppers Court

Commercial Planned Unit Development as a Class B Special Use of the Subject Property in the C-1 Village Center District, subject to the conditions, regulations and restrictions set forth in Section 4 of this Ordinance.

SECTION 4: That the approval and authorization of said Special Use is granted subject to the following conditions, regulations and restrictions:

(a) The establishment, development, maintenance and use of the Subject Property for said Special Use shall be in accordance with the plans and supporting materials attached hereto and made a part of this Ordinance as Exhibit B hereof, and with all representations made and submitted by the Applicants to the Plan Commission and to the President and Board of Trustees of the Village of Deerfield;

(b) Compliance with the recommendations and requirements of the Appearance Review Commission; and

(c) Compliance by the Applicants with all requirements of the Deerfield Shoppers Court Planned Unit Development, the special use heretofore granted for the multiple tenant 636 Deerfield Road building, and with all applicable provisions of the Zoning Ordinance of the Village of Deerfield.

SECTION 5: That the Special Use as hereby authorized shall be binding upon and inure to the benefit of the Applicants and Applicants' successors, grantees, transferees and assigns, and any violation of this Ordinance or the conditions, regulations and restrictions set forth herein by the Applicants or their successors, grantees, transferees or assigns shall authorize the revocation of the Special Use as hereby authorized.

SECTION 6: That the Village Clerk is hereby authorized and directed to publish this Ordinance in pamphlet form and to record this Ordinance in the office of the Recorder of Deeds of Lake County at Applicants' expense.

SECTION 7: That this Ordinance, and each of its terms, shall be the effective legislative act of a home rule municipality without regard to whether such Ordinance should: (a) contain terms

contrary to the provisions of current or subsequent non-preemptive state law; or, (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent of the corporate authorities of the Village of Deerfield that to the extent that the terms of this Ordinance should be inconsistent with any non-preemptive state law, this Ordinance shall supersede state law in that regard within its jurisdiction.

SECTION 8: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED this _____ day of _____, 2016.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED this _____ day of _____, 2016.

Village President

ATTEST:

Village Clerk

Exhibit B

Documents Incorporated as Part of the Class B Special Use for Shredd415 at 636 Deerfield Road

1. Site Plan for the 636 Building, Sheet No. A1.1, by Partners in Design Architects dated 08.23.16.
2. Floor Plan for the 636 Building, Sheet No. A3.1, by Partners in Design Architects dated 08.23.16.
3. Exterior Elevations for the 636 Building, Sheet A4.1, by Partners in Design Architects dated 08.23.16.
4. Floor Plan of Shredd415 by Form Design Studio, Sheet SK1.4R dated 4.20.16.
5. Traffic and Parking Impact Study for Deerfield Shoppers Court dated August 10, 2016, by KLOA.

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING A CLASS B SPECIAL USE
TO PERMIT THE ESTABLISHMENT OF A SHREDD415 FITNESS STUDIO
IN THE SHOPPERS COURT COMMERCIAL PLANNED
UNIT DEVELOPMENT AT 636 DEERFIELD ROAD**

**PASSED AND APPROVED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF DEERFIELD, LAKE
AND COOK COUNTIES, ILLINOIS, this**

_____ day of _____, 2016.

**Published in pamphlet form
by authority of the President
and Board of Trustees of the
Village of Deerfield, Lake and
Cook Counties, Illinois, this
_____ day of _____, 2016.**

LAW OFFICES

ASH, ANOS FREEDMAN & LOGAN, L.L.C.
77 WEST WASHINGTON STREET - SUITE 1211
CHICAGO, ILLINOIS 60602

LAWRENCE M. FREEDMAN
BRUCE T. LOGAN

TELEPHONE: 312-346-1390
FAX: 312-346-7847
LMFREEDMAN@AFLAW.COM

BARRY ASH
GEORGE J. ANOS, 1951-2005
JOSEPH ASH, 1951-2012

October 7, 2016

VIA EMAIL

Mayor Harriet Rosenthal and
Members of the Board of Trustees
Village of Deerfield, Village Hall
850 Waukegan Road
Deerfield, IL 60015

Re: Special use for Shredd415
636 Deerfield Road, Deerfield, Illinois
Our File No. 16-15

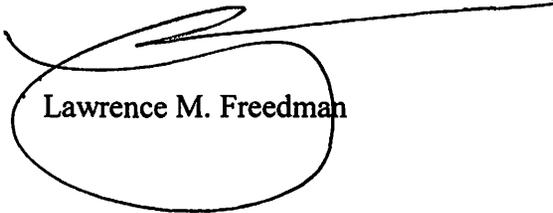
Dear Mayor Rosenthal and Members of the Board of Trustees:

I am writing this letter on behalf of Applicants to request a waiver of the first reading of the proposed ordinance with respect to Report 16-101 in order that the ordinance approving the requested special use be finally enacted at your meeting on October 17, 2016.

Applicant desires to process permit applications and commence construction on the building as soon as possible, which will not only allow Shreed415 to open sooner but will also assist in finalizing leases with other prospective tenants. Thank you for your consideration.

Very truly yours,

ASH, ANOS, FREEDMAN & LOGAN, L.L.C.

BY:  Lawrence M. Freedman

LMF:eas

Enclosures

cc: Mr. Jonthan Berger
Mr. Matt Micheli

REQUEST FOR BOARD ACTION

Agenda Item: 16-102-1

Subject: Ordinance Authorizing an Exception to the Approved Sign Criteria for the Charles Ifergan Commercial Planned Unit Development to Allow a New East Wall Sign for American Mattress at 360 Lake Cook Road - 1R

Action Requested: First Reading

Originated by: Plan Commission

Referred to: Mayor and Board of Trustees

Summary of Background and Reason for Request:

On October 4, 2016, the Board of Trustees accepted the Plan Commission's recommendation on the request for American Mattress to seek an exception to the approved sign criteria for the development to allow a new wall sign located on the east wall of the building and consist of the words "American Mattress" in white letters.

Reports and Documents Attached:

Ordinance
Letter Requesting Waiver of 2nd Reading of Ordinance

Date Referred to Board: October 17, 2016

Action Taken: _____

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING A NEW EAST WALL SIGN
FOR AMERICAN MATTRESS AS AN EXCEPTION TO THE APPROVED
SIGN CRITERIA FOR THE CHARLES IFERGAN COMMERCIAL PLANNED UNIT
DEVELOPMENT AT 360 LAKE COOK ROAD**

WHEREAS, the Plan Commission of the Village of Deerfield held a public hearing on September 8, 2016 on the application of Charles Ifergan Properties and American Mattress (collectively, the “Applicants”) pursuant to Article 12.01-B, paragraph 1, of the Zoning Ordinance of the Village of Deerfield for an exception to the approved sign criteria for the Charles Ifergan Commercial Planned Unit Development to allow an approximately 29 square foot wall sign (3’ high by 9’ 8” long) consisting of the words “American Mattress” in white letters (the “Proposed Sign”) to be located on the east wall of the building at 360 Lake Cook Road for American Mattress as a tenant of said building; and

WHEREAS, said public hearing was held pursuant to public notice as required by the Zoning Ordinance of the Village of Deerfield; and

WHEREAS, the proposed American Mattress wall sign meets the requirements of the Zoning Ordinance of the Village of Deerfield, but not the sign criteria established for the Charles Ifergan Commercial Planned Unit Development; and

WHEREAS, Applicants are seeking an exception to the approved sign criteria for the Charles Ifergan Commercial Planned Unit Development to allow the Proposed Sign to be located on the east wall of the building to provide better visibility to motorists traveling west on Lake-Cook Road; and

WHEREAS, the Plan Commission of the Village of Deerfield has recommended that an exception to the sign criteria for the Charles Ifergan Commercial Planned Unit Development be granted pursuant to Article 12.01-B, paragraph 1, of the Zoning Ordinance of the Village of Deerfield to allow the Proposed Sign on the east wall of the building at 360 Lake Cook Road; and

WHEREAS, the corporate authorities of the Village of Deerfield find that the Proposed Sign fully complies with the requirements of the Zoning Ordinance of the Village of Deerfield, and that the best interests of the Village will be served by the authorizing an exception to the sign criteria for the Charles Ifergan Commercial Planned Unit Development pursuant to Article 12.01-B, paragraph 1 of the Zoning Ordinance to allow the Proposed Sign to be located on the east wall of the building at 360 Lake Cook Road in accordance with the plans and supporting materials submitted by Applicants which are incorporated herein and made a part hereof by this reference;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS, in the exercise of its home rule powers, as follows:

SECTION 1: That the above and foregoing recitals, being material to this Ordinance, are hereby incorporated and made a part of this Ordinance as if fully set forth herein.

SECTION 2: That the President and Board of Trustees of the Village of Deerfield do hereby authorize and approve an exception to the sign criteria for the Charles Ifergan Commercial Planned Unit Development to allow an approximately 29 square foot (3' high by 9' 8" long) wall sign consisting of the words "American Mattress" in white letters to be located on the east wall of the building at 360 Lake-Cook Road.

SECTION 3: That the approval and authorization of said exception to the sign criteria for the Charles Ifergan Commercial Planned Unit Development is granted subject to the following

conditions, regulations and restrictions: (a) the size, location and appearance of the wall sign shall be substantially as depicted on the drawing prepared by American Signs LLC dated 2-15-2016 for American Mattress at 380 (sic) Lake Cook Road; and (b) Applicants shall comply with all other approved sign criteria for the Charles Ifergan Commercial Planned Unit Development.

SECTION 4: That this Ordinance, and each of its terms, shall be the effective legislative act of a home rule municipality without regard to whether such Ordinance should: (a) contain terms contrary to the provisions of current or subsequent non-preemptive state law; or, (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent of the corporate authorities of the Village of Deerfield that to the extent that the terms of this Ordinance should be inconsistent with any non-preemptive state law, this Ordinance shall supersede state law in that regard within its jurisdiction.

SECTION 5: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED this _____ day of _____, 2016.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED this _____ day of _____, 2016.

Village President

ATTEST:

Village Clerk

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING A NEW EAST WALL SIGN
FOR AMERICAN MATTRESS AS AN EXCEPTION TO THE APPROVED
SIGN CRITERIA FOR THE CHARLES IFERGAN COMMERCIAL PLANNED UNIT
DEVELOPMENT AT 360 LAKE COOK ROAD**

**PASSED AND APPROVED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF DEERFIELD, LAKE
AND COOK COUNTIES, ILLINOIS, this**

_____ day of _____, 2016.

**Published in pamphlet form
by authority of the President
and Board of Trustees of the
Village of Deerfield, Lake and
Cook Counties, Illinois, this
_____ day of _____, 2016.**

October 5, 2016

Mayor Harriet Rosenthal and Board of Trustees
Village of Deerfield
850 Waukegan Road
Deerfield, Illinois 60015

RE: Pending American Mattress Sign Installation

Dear Mayor Rosenthal and Trustees,

I would like to formally request the waiving of the second reading of the ordinance in regard to an American Mattress Sign Installation at 360 Lake Cook Rd. The initial reading is set to take place on October 17, 2016. This formal request is due to my client's preference to expedite public awareness via the sign installation.

I thank you in advance for your consideration in this matter.

Karen Dodge
CEO Municipal Resolutions

REQUEST FOR BOARD ACTION

Agenda Item: 16-103-1

Subject: Ordinance Authorizing a Special Use to Construct a Café in the Existing Building at Six Parkway North (Fulcrum Asset Advisors, LLC and Parkway North Center) - 1R

Action Requested: First Reading

Originated by: Plan Commission

Referred to: Mayor and Board of Trustees

Summary of Background and Reason for Request:

On October 4, the Board of Trustees accepted the Plan Commission's recommendation on the request for a Special Use for the café pursuant to Article 6.01-C, 2, b., (1)(g) of the Zoning Ordinance to allow for the new café in the Parkway North 6 building.

Reports and Documents Attached:

Ordinance
Letter Requesting Waiver of 2nd Reading of Ordinance

Date Referred to Board: October 17, 2016

Action Taken: _____

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING A SPECIAL USE TO PERMIT THE
ESTABLISHMENT OF A CAFE IN PARKWAY NORTH BUILDING 6**

WHEREAS, TNREF III Parkway JV, LLC and Fulcrum Asset Advisors, LLC (“Petitioners”), being the owner(s) of the property commonly known as Parkway North Building 6 legally described on Exhibit A attached hereto (the “Subject Property”), have petitioned the Plan Commission of the Village of Deerfield pursuant to the provisions of Article 6.01-C, Paragraph 2 a(3) and Article 13.11 of the Zoning Ordinance of the Village of Deerfield for approval of a Special Use to permit an approximately 1,825 square foot cafe operated primarily for the convenience of tenants of Building 6 in the Parkway North Center as an amendment to the Special Use Planned Unit Development for the Subject Property in the I-1 Office, Research and Restricted Industrial District; and,

WHEREAS, the Plan Commission of the Village of Deerfield held a public hearing on September 22, 2016 to consider Petitioner’s request for a Special Use to allow a cafe to be established, used and operated in Building 6 primarily for the convenience of office tenants and employees in the building, said hearing being held pursuant to public notice and conforming in all respects, in both manner and form, with the requirements of the statutes of the State of Illinois and the Zoning Ordinance of the Village of Deerfield; and,

WHEREAS, the Plan Commission of the Village of Deerfield, after considering the proposed cafeteria for Building 6 in Parkway North Center, and the evidence and supporting

materials offered at said hearing, has filed its written report and recommendation with the President and Board of Trustees containing its written findings of fact and recommendation that the requested Special Use for a cafe in Building 6 of Parkway North Center should be authorized as an amendment to the Special Use Planned Unit Development of the Subject Property in the I-1 Office, Research and Restricted Industrial District; and,

WHEREAS, the President and Board of Trustees of the Village of Deerfield, having considered and reviewed the findings of fact and recommendations of the Plan Commission, are of the opinion that the best interests of the Village will be served by the approval and authorization of Special Use to permit a cafe in Building 6 of Parkway North Center for the convenience of office tenants and employees of that building and as an amendment to the Special Use Planned Unit Development for the Subject Property in the I-1 Office, Research and Restricted Industrial District;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS, in the exercise of its home rule powers, as follows:

SECTION 1: That the above and foregoing recitals, being material to this Ordinance, are hereby incorporated and made a part of this Ordinance as if fully set forth herein.

SECTION 2: That the President and Board of Trustees of the Village of Deerfield do hereby authorize and approve a Special Use pursuant to Article 6.01-C, Paragraph 2,a(3) and Article 13.11 of the Zoning Ordinance of the Village of Deerfield to permit an approximately 1,825 sq. ft. cafe to be established and operated primarily for the convenience of tenants and employees of Building 6 of Parkway North Center as an amendment to the Special Use Planned Unit

Development of the Subject Property in the I-1 Office, Research and Restricted Industrial District, subject to the conditions, regulations and restrictions set forth in Section 3 of this Ordinance.

SECTION 3: That the approval and authorizing of said Special Use is granted subject to the following conditions:

- A. The establishment, operation and use of a cafe accessory to the office use of Building 6 in Parkway North Center shall be in accordance with the documents attached hereto and made a part hereof as Exhibit B, and with all representations submitted and made by the Petitioners to the Plan Commission and to the President and Board of Trustees.
- B. The cafe shall be operated primarily for the convenience of tenants and employees in Building 6 of Parkway North Center
- C. There shall be no exterior signage identifying the cafeteria.
- D. The cafeteria shall be located on the first floor of Building 6 of Parkway North Center, with a seating area accommodating approximately 12 people.
- E. Except as expressly provided in this Ordinance, the construction, development and use of the Subject Property shall be in accordance with the Final Development Plan for Parkway North Center and in accordance with the terms and conditions of the Parkway North Annexation Agreement.
- F. Petitioner's initial and continued compliance with all other applicable provisions of the Zoning Ordinance of the Village of Deerfield.

SECTION 4: That this amendment to the Special Use Planned Unit Development of the Subject Property in the I-1 Office, Research and Restricted Industrial District authorizing a Special Use allowing the establishment and operation of a cafe accessory to the office use of Building 6 in Parkway North Center shall be binding upon and inure to the benefit of Petitioner's successors, grantees, transferees and assigns, and any violation of the conditions herein above set forth by Petitioner or its successors, grantees, transferees or assigns shall authorize revocation of the Special Use hereby authorized

SECTION 5: That the Village Clerk is hereby authorized and directed to record this Ordinance in the office of the Recorder of Deeds of Lake County, Illinois, at Petitioner's expense.

SECTION 6: That this Ordinance, and each of its terms, shall be the effective legislative act of a home rule municipality without regard to whether such Ordinance should: (a) contain terms contrary to the provisions of current or subsequent non-preemptive state law; or, (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent of the corporate authorities of the Village of Deerfield that to the extent that the terms of this Ordinance should be inconsistent with any non-preemptive state law, this Ordinance shall supersede state law in that regard within its jurisdiction.

SECTION 7: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED this _____ day of _____, 2016.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED this _____ day of _____, 2016.

Village President

ATTEST:

Village Clerk

Exhibit B
Exhibits to an Ordinance Authorizing a Special
Use for a Café in Parkway North Building 6

1. Overall Plan Sheet SK-3 for Grab & Go Deli dated 08.31.16 by Interwork Architects.
2. Equipment Plan Sheet SK-1 for Grab & Go Deli dated 08.31.16 by Interwork Architects.
3. Equipment Schedule Sheet SK-2 for Grab & Go Deli dated 08.31.16 by Interwork Architects.
4. Title Sheet A-0.1 for Grab & Go Deli dated 07.05.16 by Interwork Architects.
5. Demolition, Construction & Reflected Ceiling Plans Sheet A-1 dated 07.05.16 by Interwork Architects.
6. Equipment Plan & Interior Elevations Sheet A-2 for Grab & Go Del, dated 07.05.16 by Interwork Architects.

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

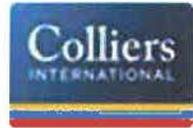
ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING A SPECIAL USE TO PERMIT THE
ESTABLISHMENT OF A CAFE IN PARKWAY NORTH BUILDING 6**

**PASSED AND APPROVED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF DEERFIELD, LAKE
AND COOK COUNTIES, ILLINOIS, this**

_____ day of _____, 2016.

**Published in pamphlet form
by authority of the President
and Board of Trustees of the
Village of Deerfield, Lake and
Cook Counties, Illinois, this
_____ day of _____, 2016.**



October 6th, 2016

Mayor Harriet Rosenthal and Board of Trustees
Village of Deerfield
850 Waukegan Road
Deerfield, IL 60015

RE: Café at 6 Parkway North - Special Use Permit
6 Parkway North, Deerfield, IL

Dear Mayor Rosenthal and Board of Trustees,

In reference to the above stated matter, Colliers International in representation of ownership, TNREF III Parkway JV, LLC. Respectfully requests that the requirement for a second reading of the ordinance be waived. In doing so, we hope that final approval may be obtained upon the first reading, which is scheduled for October 17th, 2016.

This accommodation would be extremely helpful in assisting Colliers International's targeted construction and opening dates. To this point the Village Plan Commission, Appearance Review Commission, The Board of Trustees and yourself, have been profoundly supportive with introducing a new café to the 6 Parkway North building.

We wish to thank you for this consideration of this request and all of the assistance that we have received to date.

Very truly yours,

A handwritten signature in black ink, appearing to read "Jeff Schneider". The signature is written in a cursive style with a large, sweeping "J" and "S".

Jeff Schneider

Vice President of Capital Projects
Colliers International

REQUEST FOR BOARD ACTION

16-106-1

Agenda Item: _____

Subject: Ordinance Increasing the Number of Class C Liquor Licenses from Seven (7)
to Eight (8) for Portillo's

Action Requested: _____
Final Approval
Petitioner

Originated By: _____
Mayor and Board of Trustees

Referred To: _____

Summary of Background and Reason for Request

Portillo's has requested a Class C liquor license to serve beer and wine only to patrons at their new location on Lake Cook Road.

Portillo's has requested a waiver of the second reading.

Reports and Documents Attached:

Letter requesting waiver of second reading
Ordinance

Date Referred to Board: _____
October 17, 2016

Action Taken: _____



October 5, 2016

VIA UPS

Mr. David Fitzgerald
Management Analyst
Village of Deerfield
850 Waukegan Road
Deerfield, IL 60015

**Re: Liquor License Application –Request a Waiver of Second Village Board Meeting
Portillo's Hot Dogs, LLC
700 Lake Cook Road, Deerfield**

Dear Mr. Fitzgerald:

Portillo's Hot Dogs is projected to open in Deerfield on November 16, 2016. We respectfully request a waiver of the second reading of our pending liquor license at Village Board meeting, so that our pending liquor license may be approved at the October 17, 2016 meeting.

Thank you in advance for your consideration in waiving the second reading of our pending liquor license. If you have any questions or need additional information, please contact me at (630) 954-3773 or sshelton@portillos.com

Very truly yours,

PORTILLO'S HOT DOGS, LLC

Susan B. Shelton
General Counsel and Secretary

SBS/ejh

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. O-16

**AN ORDINANCE AMENDING CHAPTER 3 OF THE
MUNICIPAL CODE OF THE VILLAGE OF DEERFIELD OF 1975 TO
INCREASE THE NUMBER OF AUTHORIZED CLASS C LIQUOR LICENSES
FROM SEVEN (7) to EIGHT (8)**

**PASSED AND APPROVED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF DEERFIELD, LAKE
AND COOK COUNTIES, ILLINOIS, this
_____ day of _____, 2016.**

**Published in pamphlet form
by authority of the President
and Board of Trustees of the
Village of Deerfield, Lake and
Cook Counties, Illinois, this
_____ day of _____, 2016.**

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. O-16

**AN ORDINANCE AMENDING CHAPTER 3 OF THE
MUNICIPAL CODE OF THE VILLAGE OF DEERFIELD OF 1975 TO
INCREASE THE NUMBER OF AUTHORIZED CLASS C LIQUOR LICENSES
FROM SEVEN (7) to EIGHT (8)**

BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS, AS FOLLOWS:

SECTION 1: That Section 3-9 (Number of Licenses) of Chapter 3 (Alcoholic Beverages) of the Municipal Code of the Village of Deerfield of 1975, as amended, is hereby further amended by striking said Section in its entirety and substituting in lieu thereof the following:

Sec. 3-9. Number of Licenses.

There shall be issued in the Village no more than:

(a)	Class A	Three (3)
(b)	Class B	One (1)
(c)	Class BB	One (1)
(d)	Class C	Eight (8)
(e)	Class D	Two (2)
(f)	Class D-1	Zero (0)
(g)	Class D-2	Zero (0)
(h)	Class E	Thirteen (14)
(i)	Class F	Zero (0)
(j)	Class G	Four (4)
(k)	Class H	None (0)
(l)	Class I	Two (2)
(m)	Class J	Zero (0)
(n)	Class K	One (1)
(o)	Class L	Zero (0)
(p)	Class M	Three (3)
(q)	Class N	One (1)
(r)	Class O	One (1)

SECTION 2: That the Village Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 3: That all ordinances or parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

SECTION 4: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED this _____ day of _____, 2016.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED this _____ day of _____, 2016.

Village President

ATTEST:

Village Clerk

REQUEST FOR BOARD ACTION

Agenda Item: 16-96-2

Subject Ordinance Approving the Northwest Quadrant Master Plan as an Amendment to the Comprehensive Plan for the Village of Deerfield

Action Requested: Second Reading

Originated By: Mayor and Board of Trustees

Referred To: Village Attorney

Summary of Background and Reason for Request

On September 6, 2016, the Mayor and Board accepted the recommendation to amend the Comprehensive Plan concerning the Northwest Quadrant of the Village Center. Included in the recommendation, was recognition that the NWQ Stakeholder Working Group 7/26/16 report provisions would be applied to the southeast corner of the Northwest Quadrant. The attached ordinance was prepared accordingly.

The Village Manager will be available to review this matter and respond to questions from the Mayor and Board of Trustees. A first reading was held on **October 4, 2016**.

Reports and Documents Attached:
Copy of Ordinance

Date Referred to Board: October 17, 2016

Action Taken: _____

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. _____

**AN ORDINANCE APPROVING THE NORTHWEST QUADRANT
MASTER PLAN AS AN AMENDMENT TO THE COMPREHENSIVE
PLAN OF THE VILLAGE OF DEERFIELD**

WHEREAS, the current Comprehensive Plan for the Village of Deerfield was adopted on October 4, 2004, and has been amended from time to time thereafter (as amended, the “Comprehensive Plan”); and

WHEREAS, the President and Board of Trustees of the Village of Deerfield appointed the Northwest Quadrant United Task Force in 2013 to create a master plan for the northwest quadrant of the Village Center as defined in the Comprehensive Plan; and

WHEREAS, the Northwest Quadrant Task Force included representatives of all major stakeholders in the northwest quadrant of the Village Center planning; and

WHEREAS, the Northwest Quadrant Task Force submitted its report and recommendation to the Village Board of Trustees on August 5, 2013; and

WHEREAS, the corporate authorities of the Village of Deerfield accepted the Task Force report and directed Village staff to continue Northwest Quadrant Master Plan discussions with impacted stakeholders in the northwest quadrant; and

WHEREAS, the Plan Commission of the Village of Deerfield conducted a public hearing on January 28, 2016, to consider an amendment to Section 4.1 of the Comprehensive Plan consisting of a Northwest Quadrant Master Plan (Preferred Plan D and Interim Plan D1), and certain alternative parking study plans; and

WHEREAS, the Plan Commission of the Village of Deerfield has submitted its report and recommendation to the corporate authorities of the Village of Deerfield that the Northwest Quadrant Master Plan (Preferred Plan D and Interim Plan D1) and certain alternative parking study plans attached hereto as Appendix A to this Ordinance (collectively, the “Northwest Quadrant Plan”) be adopted as an amendment to Section 4.1 (“Village Center Subarea”) of Article 4 (“Subareas”) the Comprehensive Plan, with the proviso that the southeast corner of the northwest quadrant as depicted in the Northwest Quadrant Plan shall not be considered conceptually preferred as of this time and recognize the General and Specific Provisions of the Northwest Quadrant Stakeholder Working Group 7/26/16 Report attached as Appendix B to this Ordinance should be applied to the southeast corner of the northwest quadrant; and

WHEREAS, the corporate authorities of the Village of Deerfield concur in the recommendations of the Plan Commission and have determined that it is in the best interests of the Village of Deerfield that the Northwest Quadrant Plan attached hereto be approved as an amendment to the Comprehensive Plan, with the recognition that areas of concern remain with respect to the southeast corner of the northwest quadrant as depicted in the Northwest Quadrant Plan, specifically that traffic movement and parking within that part of the northwest quadrant area need to be further addressed and specified in future Northwest Quadrant Master Plan amendments and/or in future development plans for land in the southeast corner of the northwest quadrant;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF DEERFIELD, LAKE AND COOK COUNTIES, ILLINOIS, in the exercise of its home rule powers, as follows:

SECTION 1: That the above and foregoing Recitals, being material to this Ordinance, are hereby incorporated and made a part of this Ordinance as if fully set forth herein.

SECTION 2: That the Northwest Quadrant Plan attached as Appendix A to this Ordinance be and the same is hereby approved as an amendment to the Comprehensive Plan of the Village of Deerfield.

SECTION 3: That Section 4.1 (“Village Center Subarea”) of Article 4 (“Subareas”) of the Comprehensive Plan of the Village of Deerfield be and the same is hereby amended to add the Northwest Quadrant Master Plan (Preferred Plan D and Interim Plan D1) and certain alternative parking study plans attached hereto as Appendix A to this Ordinance as Subsection 4.1.A of Section 4.1 the Comprehensive Plan, except that the said plans shall not apply to the southeast corner of the Northwest Quadrant. It is also recognized that the General and Specific Provisions of the Northwest Quadrant Stakeholder Working Group 7/26/16 Report attached hereto as Appendix B to this Ordinance as Subsection 4.1.B of Section 4.1 of the Comprehensive Plan should be applied and have priority when considering vehicular movement and parking within the southeast corner of the northwest quadrant. Notwithstanding anything to the contrary stated above, it is further specified that the Northwest Quadrant Master Plan and alternative parking studies hereby approved as part of the Village Center Subarea plan shall be considered conceptual only as to the southeast corner of the northwest quadrant and shall not be considered as binding land use guidance for the southeast corner of the northwest quadrant pending further study of traffic movement and parking within the southeast corner of the northwest quadrant and further refinement of the Northwest Quadrant Master Plan.

SECTION 4: That this Ordinance, and each of its terms, shall be the effective legislative act of a home rule municipality without regard to whether such Ordinance should: (a) contain terms contrary to the provisions of current or subsequent non-preemptive state law; or, (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent of the

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corporate authorities of the Village of Deerfield that to the extent that the terms of this Ordinance should be inconsistent with any non-preemptive state law, this Ordinance shall supersede state law in that regard within its jurisdiction.

SECTION 5: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED this _____ day of _____, 2016.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED this _____ day of _____, 2016.

Village President

ATTEST:

Village Clerk

APPENDIX A

NORTHWEST QUADRANT MASTER PLAN

(to be added as Subsection 4.1.A immediately following Section 4.1,
“Village Center Subarea”, of the Comprehensive Plan of the Village of Deerfield)

APPENDIX B
NORTHWEST QUADRANT STAKEHOLDER
WORKING GROUP 7/26/16 REPORT

**VILLAGE OF DEERFIELD
LAKE AND COOK COUNTIES, ILLINOIS**

ORDINANCE NO. _____

**AN ORDINANCE APPROVING THE NORTHWEST QUADRANT
MASTER PLAN AS AN AMENDMENT TO THE COMPREHENSIVE
PLAN OF THE VILLAGE OF DEERFIELD**

**PASSED AND APPROVED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF DEERFIELD, LAKE
AND COOK COUNTIES, ILLINOIS, this**

_____ day of _____, 2016.

**Published in pamphlet form
by authority of the President
and Board of Trustees of the
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_____ day of _____, 2016.**