

**PLAN COMMISSION
VILLAGE OF DEERFIELD
Minutes**

The Plan Commission of the Village of Deerfield called to order a Workshop Meeting at 7:30 P.M. on March 14, 2019 at the Village Hall, 850 Waukegan Road, Deerfield, Illinois.

Present were: Larry Berg, Chairman
 Al Bromberg
 Blake Schulman
 Jennifer Goldstone
 Elaine Jacoby

Absent were: Justin Silva

Also present: Jeff Ryckaert, Principal Planner
 Daniel Nakahara, Planner

Chairman Berg swore in all who plan to testify before the Commission.

Public Comment on a Non-Agenda Item

There were no comments from the public on a non-agenda item.

WORKSHOP MEETING

(1) Prefiling Conference for Special Use Amendments to Permit Building Additions and Renovations for Shepard and Caruso Middle Schools in the P-1 Public Lands District (School District 109)

The Petitioner Carole Pugh, Principal at Green Associates of Deerfield, reported that her firm is working with District 109 to plan renovations and additions to the cafeterias at Caruso and Shepard Middle Schools, which are planned for summer 2019. Ms. Pugh stated that she will provide an overview of the projects as well as share drawings and renderings.

Ms. Pugh stated that the cafeteria at Shepard has not changed for some time and the one at Caruso is more of a physical education space than an eating environment. They plan to remodel both cafeteria spaces and expand as necessary. A 1,400 square foot addition is planned for Caruso with the goal of providing a nicer lunchtime experience for students. They will be removing the existing lunch tables that fold up into the walls and will use flexible furniture that can be moved in and out as necessary. The additional storage that will be created as a result of these additions will store the flexible furniture. The overall goal is to provide a better, less crowded and acoustically improved cafeteria. At Shepard, they have the same goals and will be adding an approximately 230 square foot storage room and remodeling the cafeteria. The storage will be for housing the flexible furniture. The remodeling will provide more natural light and better acoustics. Both projects will use similar materials and will match existing brick wherever possible. Ms. Pugh noted that these projects would not change enrollment, staffing, parking or circulation on sites. Therefore, they are asking for waiver for the parking and traffic study requirement.

Ms. Pugh stated that information on new signage including text and colors are included in the packet. Commissioner Bromberg asked if the new signs would be lit. Ms. Pugh replied that the signs would be lit with dim LED tube lighting. There will be no bright lamps. The sign at Caruso will be backlit from behind with the tubing inside and the sign at Shepard will have the same kind of tubing at the base of the letters that will shine up.

Commissioner Bromberg asked staff if the signage lighting requires an exception. Mr. Ryckaert replied that lit signs could be determined by the Commission as the existing language in the P-1 Signage Section of the Zoning Code indicates that signage may not be illuminated unless the public health, safety or general welfare indicates they should be lit. Commissioner Bromberg asked if the signs are currently lit. Ms. Pugh replied that existing signage at Caruso is not lit and the existing sign at the entrance of Shepard is lit. Ms. Pugh added that the new LED lit signs could be put on timers and set to turn off at a certain time each night. Chairman Berg and Commissioner Bromberg agreed that the sign lighting should be set to turn off at night.

Ms. Pugh showed renderings of the Shepard Middle School renovation pointing out a new entrance canopy for weather protection as well as an improved image for the school. She also pointed out the new storage room with a shorter elevation in front of the cafeteria, as well as the addition to the cafeteria and the existing cafeteria. The cafeteria windows will be greatly lengthened from the existing small windows and the front of the school will receive a nice facelift. All materials will be similar to what is already used on the building.

Ms. Pugh displayed a rendering of the Caruso Middle School renovation. She noted that the existing cafeteria is two stories in height and a one-story pop out with a 14 foot depth will be added which will contain the storage room. There will also be new windows for more natural light. Commissioner Goldstone commented that the windows could be a security concern with students being so exposed and visible. Ms. Pugh stated that there is security fencing around the school property and the windows will be laminated glass so that if they are broken, the windows have safety glazing and will not shatter. She added that she would discuss the security concerns further with the school district.

Ms. Pugh shared more details of the Caruso project. She showed architectural drawings of the 14 foot addition to the building which is being added to the cafeteria and multi-purpose space. The addition will create storage rooms at both ends of the space to house flexible furniture, which includes high and low tables, chairs and booths. Items can all be moved around to create an inviting and relaxing environment for student enjoyment.

Ms. Pugh showed the front elevation with the existing two-story wall and the addition of the one story pop out which is 13 feet tall. Glass windows are proposed on the existing wall above the addition. The entire building addition elevation has opaque glass panel on the lower 2 feet with laminated glass above it. There are two light fixtures on both sides of this wall which will be LED lights focused downward.

Commissioner Schulman clarified that the two-foot panel at the bottom cannot be seen through. He suggested raising this a few feet so that students will not be visible from the street level. Ms. Pugh replied that she will discuss this further with the district and clarified that this panel looks like glass on the outside, but it is opaque with insulation and a wall behind it so that no light can come through.

Ms. Pugh again showed images of the Shepard renovation and the 230 square foot addition of the storage room. This storage room is created partially out of the existing entry vestibule and is a small addition overall. The cafeteria is a basic square and will have closets and storage on three sides and windows facing outside. She showed images of the front elevation of this project, pointing out the canopy over the entrance, the storage room and the existing cafeteria, which will be improved. They will also add landscaped planters out front as well as bollards for vehicular issues. She added that the new proposed canopy is 13 feet tall with lettering attached at the top and sticking out slightly. She shared that this canopy and lettering was bid as an alternate option.

Commissioner Bromberg asked how these projects would affect storm water management, particularly at Shepard, which has flooding in the parking lot when it rains. Ms. Pugh replied that the additions and renovations are not taking away any green space and both projects will be in areas that already have concrete pavement. There will be very little change in lot coverage.

Commissioner Bromberg commented that he has no issues with these projects and is fine with waiving the parking and traffic study requirement.

Chairman Berg asked for more details on the bollards at Shepard, and the fencing at Caruso. Ms. Pugh replied that the bollards at Shepard would be gray metal posts in front of the storefront windows of the cafeteria. They will be 3.5 feet tall and 6 or 7 feet apart. The fencing at Caruso will be in 5-foot increments with steel posts acting like bollards to stop vehicular traffic. Chairman Berg suggested that these fence posts be concrete filled facing Montgomery to stop cars.

Commissioner Bromberg confirmed that they are planning to complete the work over the summer to be ready for the next school year.

Chairman Berg and all other Commissioners agreed to waive the parking and traffic study requirement.

Mr. Nakahara reported that the Public Hearing for this matter would be April 11, 2019.

Chairman Berg suggested to the Petitioners' that they give some thought to meeting with the neighbors, as lighting may be a concern. He also suggested that at the Public Hearing they have a plan of specific times or schedules that the illuminated signage will be turned off.

Mr. Nakahara reported that the Village Engineering Department has the plans and are working with the Petitioners. He added that part of the land for the Caruso project is owned by the Park District who sent a letter of support for the project.

Document Approval

The documents were approved with corrections provided by Commissioner Bromberg.

Items from the Staff

Mr. Ryckaert reported on upcoming Plan Commission agenda items.

Adjournment

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There being no further discussion, the Workshop Meeting adjourned at 7:56 P.M. with a unanimous voice vote.

Respectfully Submitted,
Laura Boll