

**COMMUNITY DEVELOPMENT DEPARTMENTAL REPORT**  
**Planning Division**  
**11/1/18 to 12/31/18**

**Summary of Commission Activity:**

**Plan Commission Activity**

- A pre-filing conference (November 8, 2018) on the request for an amendment to the sign plan for a larger wall sign on the west wall of the 200 Wilmot Road Building
- A finding of Substantial Conformance (November 8, 2018) to amend the final development plan for the JUF Independent Living west access drive at 1627 Lake Cook Road and changes to the development agreement – Banner Development / JFMC Facilities Corporation
- A public hearing (December 13, 2018) on the request of the Deerfield Park District for approval of a master plan for Jewett Park; request for an amendment to a Special Use to permit phase one renovations to Jewett Park; and rezoning of 829 Hazel Avenue and 965 Park Avenue from R-4 Single and Two Family Residential to P-1 Public Lands
- A public hearing (December 13, 2018) and a pre-filing conference (November 8, 2018) on the request for approval of a Special Use for a proposed nail salon at 837 Waukegan Road in Marshall Mall
- A public hearing (December 13, 2018) on the request for a Special Use to permit the establishment of a Panera restaurant at Deerbrook Shopping Center in the outlot retail F building (Chicago Bread LLC and Mid America Asset Management)
- A pre-filing conference (December 13, 2018) on the request for a Special Use for a proposed reflexology massage spa to be located at 671 Waukegan Road

**Village Center Commission (VCC) Activity**

The Village Center Commission continues to advance a positive vision for downtown Deerfield and supports the area's vitality and desirability. The Commission's goal is to enhance the downtown's image, strengthen its economic base, and maintain and improve its attractiveness and accessibility. As a steward of the downtown, the VCC plays an essential role in keeping the downtown clean, attractive, safe, growing, dynamic, and exciting. The VCC is made up of residents, one member from the Chamber of Commerce, and one member from the Village Center business community during this reporting period.

The VCC has been working on ways to bring residents to come to the Village Center and received approval from the Board of Trustees in November to proceed with a survey to Deerfield residents asking the community what they think of the Village Center and downtown businesses. The goal of the downtown resident survey is to better understand the needs of Deerfield residents and their thoughts of downtown Deerfield. The Commission believes that the responses can assist in determining the needs of the Village Center and help plan future VCC projects. The survey is to be printed in D-Tales, the

Village water bills, posted on the Village website, Facebook page will be sent in Village email blasts.

### **Appearance Review Commission (ARC) Activity**

Over the last two (2) months, the Appearance Review Commission held two (2) meetings and worked with four (4) petitioners.

In the Village Center (C-1):

- Nailed It, 837 Waukegan Road, received approval for a sign face change.
- Jewett Park Renovation – Phase 1, received a preliminary review for the park renovation, which will take place over the summer of 2019.

In the Outlying Commercial District (C-2):

- Audiology Associates of Deerfield, 400 Lake Cook Road, received approval for a sign face change. The approval took place over the course of two (2) meetings.
- Panera Bread, 385 Lake Cook Road, received a preliminary review in October and the first of two (2) final reviews during this period. The petitioner made changes recommended by the ARC and returned for building, site and signage approvals during the next reporting period.

### **Landscape Committee**

The Landscape Committee did not meet during this time period, but Mileu Landscaping was awarded the contract for the Village Hall Landscape Plan, which came to the ARC in the next reporting period. Moore Landscapes was contracted to do the Village seasonal plantings in 2019 and Green Acres Landscaping will continue to do the mowing.

### **Village Music Store Property**

In October, the Village of Deerfield purchased the Village Music Store property. This property could eventually become part of a larger long-term development plan. For the short-term, Liz Delevitt created a possible design for the Village Music Store Property and 630 Central Avenue, the adjacent property to the south the Village also currently owns. The site is a rectangle, roughly 100' wide x 350' deep. The project is to create a parking lot on a little more than half of the site and a "Butterfly Garden" with access to the cemetery on the remaining portion of the site. This property will add needed parking spaces for the cemetery and surrounding businesses while creating a beautiful space for residents to gather, eat lunch, and enjoy the open space/butterfly garden.

### **Inventory of Available Commercial Spaces**

Planning staff continues to maintain an inventory of available commercial retail and service space, which is available on the Village's website at Business à Economic Development à Commercial Space Availabilities. Staff continues to update this information quarterly, or as new information becomes available. The information provided on the website includes the

development name and address; the broker contact person, phone number and email; and the total size of the development along with the available spaces' square footage. Maps are provided that show the location of the properties and the traffic counts on the adjacent major roadways. Provided on the economic development webpages are recently leased commercial space analyst data, which contains recent detailed demographic and income profiles, consumer spending, and market potential data. The website also includes the zoning certificate of compliance application, permitted use checklist, a summary of the special use process, and flow charts for permitted use and special uses, and the business registration form.

### **2020 Census Local Update of Census Addresses Operation (LUCA)**

The Local Update of Census Addresses Operations (LUCA) is a voluntary decennial census operation. LUCA is an opportunity prior to the 2020 Census for local governments to review and update the U.S. Census Bureau's residential address list for Village's jurisdiction. The accuracy and completeness of the address list is critical to the accuracy and completeness of the decennial census. Planning Staff worked with MGP (the Village GIS consultant) to ensure a complete and accurate Village address list. The address list has been reviewed by staff and comments were sent to the U.S. Census Bureau for further review. The U.S. Census expects to be back in touch with communities in 2019 for completion of this operation. The primary purpose of the decennial census is to apportion seats in the U.S. House of Representatives. Census data is used to distribute federal funds (that are administered by federal agencies) to over 1,000 programs to state, local and tribal governments. Census data also provides statistical support for grant applications that fund community and regional development, education, agriculture, energy, and environmental programs, as well as other needed community improvements and enhancements.