

COMMUNITY DEVELOPMENT DEPARTMENTAL REPORT
Planning Division
11/01/14 to 04/30/15

Summary of Commission Activity:

Plan Commission Activity

During the last reporting month period, the Plan Commission held a public hearing, a pre-filing conference, and a substantial conformance workshop meeting.

- A substantial conformance workshop meeting (November 13) and a public hearing (December 11) on the request for a new patio and building elevation changes for the restaurant outlot building in the tenant space south of Subway in Deerbrook Mall.
- A pre-filing conference (November 13) and a public hearing (December 11) were held on the request for a Text Amendment and Special Use for Queens Nail Boutique at 45 N. Waukegan Road in Cadwell's Corners.
- A substantial conformance workshop meeting (November 13) for an Amendment to a Sign Plan to allow a new wall signage for the 707 Lake Cook Road Office Building.
- A public hearing (December 11) and pre-filing conference on the request for a Text Amendment and a Special Use for Pretty Nails to be located at 405 Lake Cook Road, Unit 3 in the former Churchills and Downs space.
- A public hearing (January 8) on the request for a Special Use for Hobby Lobby retail store in the former Best Buy space with a gross floor area over 30,000 square feet located in Deerbrook Shopping Center Planned Unit Development.
- A Public Hearing (February 12 & February 26) on the Request for Approval of a Residential Planned Unit Development (PUD) with Necessary Variations; a Rezoning of 836 Chestnut Street from R-4, Single & Two Family Residential District to R-5, General Residence District; a Text Amendment to Allow a Residential PUD of less than one (1) acre; and an Amendment to the Comprehensive Plan to Allow the Redevelopment of 824 and 836 Chestnut Street properties with nine townhomes.
- A pre-filing conference (February 19) on a request for a Special Use and an Amendment to the Deerbrook Shopping Center Commercial Planned Unit Development (PUD) to permit the establishment of a Portillo's Restaurant with a Drive-Thru and an outdoor seating area at the former Bally's Fitness outlot at 300 S. Waukegan Road.
- Public Hearing (February 26) and pre-filing conference (January 22) on the request for a resubdivision of the property at 1555 Wilmot Road into three lots.
- A substantial conformance workshop meeting (February 26) for approval of a Final Plat of Subdivision for Elysian Way at 45 Deerfield Road.
- A public hearing and pre-filing conference meeting (April 23) on the request to Amend the Sign Plan for the Walgreens Corporate Headquarters at 200 Wilmot Road.
- A substantial conformance workshop meeting (April 23) to approve the Final Development Plan for Taylor Junction 824 and 836 Chestnut Street.
- A pre-filing conference meeting (April 23) for a proposed Special Use for a medical cannabis dispensary at 151 S. Pfingsten Road, Unit V.

Village Center Commission (VCC) Activity

As a steward of the downtown, the Commission plays an essential role in keeping the downtown attractive, safe, growing, dynamic, and exciting. The group is an idea commission promoting downtown Deerfield, advocating for Village Center businesses and working closely with the Chamber of Commerce. The VCC is made up of volunteer residents, one member from the Chamber of Commerce, and one member from the Village Center business community.

The VCC promoted the 2015 Flower Planter Program. This was the sixth year the program has been offered. A letter from the Village, a promotional flyer and an order form were mailed to all merchants and commercial property owners in downtown Deerfield encouraging them to participate in the program. The Village once again offered a \$50 subsidy on the purchase of one pair of planters to the first 20 merchants who were new to this year's program. Participants in this year's program included: F.I.T. Boutique, Eisen Orthodontics, West Deerfield Township, Village Hall, Essence Pilates, Running Away, One Deerfield Place, Deerfield Village Center and the Deerfield Cemetery.

The VCC invited various guest speakers to their meetings to discuss with the group different aspects of the Village Center. Guest speakers have included Dawn Rummel, Moore Landscapes and Clint Case, Building and Code Enforcement Supervisor.

Appearance Review Commission (ARC) Activity

Over the last six months the Appearance Review Commission held ten meetings and worked with ten petitioners.

In the Village Center:

- Mattress Firm, 711 Waukegan Road, received approval for three wall signs.
- Marathon/Gulf, 700 Waukegan Road, received approval for one wall sign, two canopy signs and new sign faces for the existing ground sign. Also approval was given to reface the canopy structure, all of which occurred over two meetings.

In the Outlying Commercial District:

- Hobby Lobby, 200 S. Waukegan Road, received a preliminary review and a final review for façade and signage improvements.
- Club Champion, 57 Waukegan Road, received approval for one wall sign and 4 sign panels for the Cadwell's Corners pylon signs.
- MOD Pizza, 70 S. Waukegan Road, received approval for building and site improvements. At a following meeting, approval was given for two wall signs.
- C-2 Education, 190 Waukegan Road, received approval for one wall sign and two sign panels to be added to the existing ground sign.
- Pretty Nails, 405 Lake Cook Road, received approval for one wall sign.
- Mattress Firm, 210 S. Waukegan Road, received approval for 4 wall signs.

- Portillo's Hot Dogs, 300 S. Waukegan Road, received a preliminary review of their proposed new construction, which occurred over two meetings.
- Queens Nail, 45 Waukegan Road, received approval for one wall sign.

During four of the ARC meetings, time was spent on updating the Deerfield Appearance Code. The ARC started the review in November 2011. This year additional meetings were added to help expedite the review and update of the Deerfield Appearance Code. Once completed, the document will be sent to the Board of Trustees for adoption.

Although outside of the commission's jurisdiction, the ARC was asked to consult on the METRA platform improvements. The Deerfield train station is the only structure in the Village of Deerfield placed on the National Register of Historic Places and therefore preserving the historic character of the site is important. According to METRA anything outside of replacing the commuter platforms with asphalt, would require the Village to pay for the improvement and take on the liability and maintenance. METRA will stamp and color the asphalt to look like brick and the ARC provided guidance in choosing a brick pattern and color.

Northwest Quadrant Master Plan

Staff is continuing discussions with the First Presbyterian Church on the proposed Master Plan for the Northwest Quadrant.

Cemetery Commission

Over the last six months, the Cemetery Commission has held three meetings. The spring 2015 meeting included an inspection of the cemetery grounds. The commission is working with Moore Landscapes to provide plantings and granite blocks around the base of the memorial pole. The commission found some maintenance was needed, the removal of one tree stump and grass added to a few bald spots, which Public Works will be addressing. Also, some headstones have been damaged, and the base around the Memorial pole needs to be reworked, which Village staff is addressing.

The first week in January 2015, the Deerfield Cemetery website went live with historical and genealogical information now available for public use. Articles appeared in the Trib Local, two in the Deerfield Review, the Jan/Feb issue of D-Tales and the front page of the Village of Deerfield website, all announcing the launch of the Deerfield Cemetery website. A few emails and phone calls from former and current residents were received, all speaking very highly of the project and were excited to see the website. Between the January public launch and April 31, 2015, there have been 790 hits on the Deerfield Cemetery webpage.

New Associate Planner

There has been smooth transition of new Associate Planner Dan Nakahara. Dan has been a welcomed addition to the department and he has received positive feedback from both residents and staff on the work he has done during a very busy development period. He continues to learn and become familiar with department operations and adapt to the position.

Text Amendments to the Zoning Ordinance

The major Text Amendments the Plan Commission has recently considered include a Text Amendment to allow a residential planned unit development of less than one (1) acre and to allow nail salons under 2,100 square feet of gross floor area as a special use in the C-2 Outlying Commercial Zoning District.

Staff assisted the Village Manager's Office in reviewing and finalizing the medical marijuana dispensary regulations that were passed by the Board on April 6, 2015.

Text Amendment for Residential Planned Unit Development (PUD) of Less Than One (1) Acre:

Earlier this year, the Plan Commission held a public hearing and continued public hearing on a proposed 9-unit townhome development known as Taylor Junction. Most of the townhouse and condo developments in Deerfield have been approved as PUDs. This residential PUD was just below the one (1) acre size required for a residential PUD. The Zoning Ordinance was amended to authorize a residential PUD with a minimum lot size of 0.9 acres within the area bounded by Deerfield Road, Forest Avenue, Walnut Street, and Chestnut Street.”

Text Amendment for Nail Salons in the C-2 Zoning District:

The Plan Commission held a pre-filing conference and a public hearing on two development proposals for nail salons in the C-2 zoning district. The Village recently approved a Text Amendment to allow nail salons as a Special Use in the C-1 Village Center District. If the development proposals were granted, then nail salons would be a Special Use in the C-2 Outlying Commercial District as well. The Zoning Ordinance's definition of a beauty shop does not allow for salons that offer primarily nail services. The Zoning Ordinance definition of a beauty shop is “An establishment where hair is washed, cut, dyed, and/or styled. May include ancillary services such as manicures, pedicures and massage.”

The Text Amendment added letter m to Article 5.02-C,2 to make a nail salon under 2,100 square feet of gross floor area providing manicures and pedicures, which may include

ancillary service such as massage and waxing service to be a Special Use in the C-2 Outlying Commercial District.

Upcoming Text Amendments:

The Plan Commission's next major Text Amendment project will be to review the list of Permitted and Special Uses in the C-1 Village Center District in order to update the list of uses in the Village Center. Staff has started a review of these uses. A workshop meeting will be scheduled with the Plan Commission followed by a public hearing.

[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 → Economic Development → 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 updated Business Analyst data which contains recent detailed demographic, consumer spending, and market potential data. The website includes data from the Illinois Association of Realtors which includes a neighborhood report, a commercial trade area report and a commercial best businesses report. The website also includes a list of new commercial businesses that have opened in the Village, the Business Registration form, and Zoning Certificate of Compliance application.

[Village Community Events Banner Poles](#)

The Village of Deerfield maintains two banner poles which are used to notify the Village of community happenings. One is located at the northwest corner of Deerfield and Robert York Roads, and the other is located at the northeast corner of Deerfield and Waukegan Roads. The Village's banner poles are a custom design, therefore all banners need to be custom made for Deerfield. Staff is continuing to design and acquire new banners, and work with other organizations wishing to promote their community event. Staff also develops and maintains a calendar of scheduled banner times when banners are to be installed and changed out on the banner poles.

Plan Commission Meetings November 2014 - April 2015

