

Appearance Review Commission

Meeting Minutes

May 18, 2026

A meeting of the Appearance Review Commission was held on Monday, May 18, 2026 at 7:30 p.m. Chairperson Sherry Flores called the meeting to order at 7:30 p.m.

Present were:

Amy Charlson
Sherry Flores, Chairperson
Dustin Goffron
Neil Goldberg
Daniel Moons

Absent:

Jason Golub
Troy Mock

Also Present:

Liz Delevitt, Planning & Design Specialist

Document Approval

Mr. Goldberg moved to approve the minutes from the March 16, 2026 Appearance Review Commission meeting as presented. Mr. Goffron seconded the motion. The motion passed unanimously on a voice vote.

Public Comment:

There were no public comments on non-agenda items.

Business:

1. US Bank, 60 S. Waukegan Road – Exterior Improvements and Signage

Heather Sonsedek, Project Manager with Stratus, and Matt Crews, Job Captain with RSP Architects, representing US Bank were present. Mr. Crews explained they are taking the Sleep Number tenant space and not proposing any site changes. He explained, Deerbrook Mall will be restriping ADA parking stalls in the north parking lot and adding a crosswalk leading to the entrance. The store entrance will remain in the same location, but they will be adding an interior vestibule.

Mr. Crews explained they propose removing two (2) panes of glass on the north elevation to allow for a new walk-up ATM and night drop box. The remaining windows surrounding the ATM will be backed by 3M Sun Control window film designed to repel heat and glare.

The film has a slight reflective finish and will conceal the view of banking equipment. The ATM will be located under an existing green awning and additional lighting and a security camera will be added. Chairperson Flores questioned why the ATM is not in the vestibule, as Lake Cook Road is a busy street. Ms. Delevitt explained they want the ATM to be available after hours. Mr. Crews noted they would be replacing the entrance doors, with identical doors that have different hardware necessary for the bank. They will also be power washing the building. Mr. Crews explained US Bank would like ATM signage and a halo around the ATM to be illuminated for safety during the evening hours.

Ms. Sonsedek discussed the proposed wall signs consisting of 28-inch high, red and white channel letters with matching aluminum returns, centered vertically and horizontally within the sign bands. The facade would be patched prior to installing the new signs. Ms. Sonsedek explained there are existing reverse raceways which will be used to pull wires, but the letters would be flush-mounted. Ms. Delevitt confirmed that the raceway would be hidden within the wall. She also noted the Zoning Ordinance requires all wall signs to be located below the roof deck, but the ARC can approve signs up to 3-feet above the roof deck. The signs would be on the north, west and south elevations. The green awnings will remain.

The proposed pylon sign panels will have aluminum sign faces with 1-inch thick acrylic, routed-out, push-through graphics. The panels will be painted Greysbank suede satin finish, as required by the Deerbrook Mall Sign Criteria. The white letter faces on the pylon sign will match the other white faces on the pylon sign. Ms. Sonsedek explained they would like to keep the shield logo around their text. The Commissioners were okay with the branded shield as its embedded in the typography of the sign, not a separate logo. Ms. Sonsedek clarified only the lettering would illuminate.

Mr. Moons moved to approve the US Bank exterior improvements and signage as presented. Mr. Goffron seconded the motion. The motion passed by the following vote:

AYES: Charlson, Goffron, Goldberg, Moons, Flores (5)

NAYS: None (0)

Items from Staff

Ms. Delevitt reported Subway received a violation for having a dumpster outside of their trash enclosure. There will be a new business, KidStrong, that will go into the Ifergan building. It is a science-based kids training facility. The Plan Commission held an informational meeting for a sports mall on the south end of Deerbrook Mall. It is a new concept that will cluster elite sports training businesses under one roof. The primary purpose is to build youth through sports skills training. The Plan Commission had several concerns including the central hub drop-off, traffic, and more. Ms. Delevitt noted they have a phased approach.

Ms. Delevitt reported the Village developed a Restaurant Task Force consisting of Village Staff, Chamber of Commerce, property managers and restaurant owners. The purpose of the task force is to help existing restaurants while attracting new restaurants to come to Deerfield. Several neighboring communities have set aside funds to subsidize new and existing restaurants. The Restaurant Task Force met to discuss liquor licenses, outdoor seating and the challenges associated with both of these items. Future topics include signage and advertising. She noted that some of the feedback may lead to text amendments to the Zoning Ordinance and Appearance Code, which will be discussed by the Commission. Ms. Delevitt explained they will be discussing attracting new restaurants as well.

Items from the Commission

Ms. Charlson noted Kay's Foot Spa has a torn awning, mylar and twinkling lights. Ms. Delevitt will reach out to them again.

Ms. Delevitt noted the commissioners could reach out to her via email if they see anything.

Adjournment

There being no further business or discussion, Mr. Moons moved to adjourn the meeting. Ms. Charlson seconded the motion. The motion passed unanimously on a voice vote.

The meeting was adjourned at 8:15 pm.

The next Appearance Review Commission meeting will be June 22, 2026 at 7:30 pm.

Respectfully submitted,

Jeri Cotton
Secretary