

**COMMUNITY DEVELOPMENT DEPARTMENTAL REPORT**  
**Planning Division**  
**05/01/16 to 11/30/16**

**Summary of Commission Activity:**

**Plan Commission Activity**

- A public hearing (June 9, 2016) for a resubdivision of 1144, 1122 and 1110 Oakley Avenue properties (Jaimie Weiss).
- Two pre-filing conferences (June 9 and 30, 2016) and a public hearing (September 22, 2016): for consideration of changes to the C-1 Village Center and C-3 Limited Commercial Office Zoning Districts to update Permitted Uses and Special Uses. The Permitted Uses list of uses reflected the realities of today's marketplace to allow more Permitted Uses; added new uses to the Special Uses list; and updated the current wording to better reflect today's uses. All downtown property owners in the C-1 and C-3 were invited to the public hearing.
- A finding of substantial conformance (June 30, 2016) for approval of changes to the previously approved plans for Venue One at 550 Lake Cook Road.
- A public hearing (July 14, 2016) for a resubdivision of the 826, 828, 830, 832, 834, 838, 840, 842, and 844 Chestnut Street Properties (formerly 824 and 836 Chestnut Street) into 9 lots; 1 lot for each townhome unit and an outlot for the association's common elements (Jacobs Homes).
- A pre-filing conference (July 14, 2016) for an amendment to the Deerfield Square planned unit development to permit the redevelopment of the 711 Deerfield Road building (CRM Properties Group, LTD).
- A workshop meeting for a finding of substantial conformance (August 11, 2016) for changes to the previously approved plans to allow a parking structure expansion at 3 Parkway North Center (Fulcrum Asset Advisors, LLC).
- A public hearing (September 8, 2016) for a Special Use for a self-improvement facility for Shredd415 Deerfield LLC. (continued from the July 14, 2016 Plan Commission public hearing meeting).
- A public hearing (September 8, 2016) 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.
- A pre-filing conference (September 8, 2016) and public hearing (November 10, 2016) to amend the Deerfield Depot sign plan to allow interagency directional and informational signs at the Lake Cook Metra Station in the Deerfield Depot planned unit development (Regional Transit Authority).
- A public hearing (September 22, 2016) for a Special Use to construct a café in the existing building at 6 Parkway North (Fulcrum Asset Advisors and Six Parkway North Center).
- A pre-filing conference (October 13, 2016) and a public hearing (November 10, 2016) for a Text Amendment and a Special Use for an elementary and middle school at 445 Pine Street for the Hellenic American Academy (The Foundation for Hellenic Education and Culture, NFP).
- A Pre-filing conference (October 13, 2016) and a public hearing (November 10, 2016) for a Special Use for a medical office at 800 Deerfield Road (Aligned Modern Health and Taxman Company).

The Plan Commission have adjusted well with the Ipads which were issued in February for electronic Plan Commission distributions. The feedback continues to be positive on the use of the Ipads. The Plan Commissioners are provided larger size hard copies of individual plans (i.e. site plan, landscape plan) when needed.

### Village Center Commission (VCC) Activity

The Village Center Commission which was repurposed in 2014 advances 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 group is an idea commission promoting downtown Deerfield, advocating for Village Center businesses by supporting public and private partnerships and working closely with the Chamber of Commerce to promote and facilitate public, private and commercial interests in downtown Deerfield. The VCC is made up of volunteer residents, one member from the Chamber of Commerce, and one member from the Village Center business community during this reporting period.

The VCC invited various guest speakers to their meetings to discuss with the group different aspects of the Village Center. Guest speakers included Jonathan Berger, owner of Shoppers Court, Library Director Amy Falasz-Peterson, and West Deerfield Township Supervisor Alyson Feiger. The VCC has been involved in the creation of a promotional brochure targeting prospective businesses and merchants on the many attributes that make the Village of Deerfield a prosperous business location. In May, the VCC welcomed new Commissioner Ken Stolman. Mr. Stolman brings a strong marketing and business background to the VCC group and recognizes that attracting and maintaining businesses is the cornerstone to a vibrant and healthy community.

### Appearance Review Commission (ARC) Activity

Over the last seven months the Appearance Review Commission held nine meetings and worked with 22 petitioners.

In the Village Center:

- Josh's on the Square, 740 Waukegan Road, received approval for patio umbrellas.
- The 636 Building in Shoppers Court received approvals for building and site improvements, and an identification sign. Also, the tenant sign criteria received final approval. Revisions to the approved building plans were reviewed and approved at a later meeting.
- Dao Sushi Restaurant, 730 Waukegan Road, received approval for awnings and one wall sign.
- Cherry Pit Cafe, 808 Waukegan Road, received approval for a business window sign (larger than the allowed 20%).
- Fleet Feet Sports, 800 Waukegan Road, received approval for an awning with signage.
- Marathon, 700 Waukegan Road, received approval to change their signage to Exxon (2 canopy signs and a face change to the existing ground sign).
- Whole Foods Market, 760 Waukegan Road, received approval for a face change to a previously approved second wall sign over the store entrance.
- Aligned Modern Health, 800 Waukegan Road, received approval for an awning with signage.

- 711 Deerfield Road received a preliminary review for building and site improvements along with tenant sign criteria.

In the Outlying Commercial District:

- Movement Revolution, 158 S. Waukegan Road in the Joy of the Game building, received approval for an identification sign.
- Chaube Coffee, 601 Lake Cook Road in the Lake Cook Metra Station, received approval for one wall sign.
- Subway, 70A S. Waukegan Road in Deerbrook Shopping Center, received a review of outdoor furnishings.
- Portillo's, 700 Lake Cook Road, received a final review and approval with the exception of 4 items that were denied by the ARC (1. Diamond shaped sign cabinets, 2. Mural, 3. LED strip lighting, 4. Landscape island with tree). The ARC denied items were appealed to the Board of Trustees, who overturned the ARC's decisions.
- NSSD (Northern Suburban Special Education District), 405 Lake Cook Road in Deerfield Park Plaza, received approval for signage.
- Nothing Bundt Cakes, 190 Waukegan Road, received approval for one wall sign and sign panels for the ground sign.
- Center Stage Dance, 465 Lake Cook Road in Deerfield Park Plaza, received approval for façade revisions and one wall sign.
- 190 Waukegan Road property (Panera to CD One Price Cleaners) received approval to redesign their existing ground sign to accommodate an additional tenant.
- American Mattress, 360 Lake Cook Road, received approval for an east elevation wall sign.
- Mattress Firm, 57 Waukegan Road in Deerbrook Shopping Center, received approval for two wall signs and pylon sign panels.
- 130 Waukegan Road property received approval to install a wood fence.
- El Tradicional Restaurant, 649 Lake Cook Road, received approval for sign panels to be installed on the western pylon sign in this development.
- McAlister's Deli, 663 Lake Cook Road received a preliminary review.

Mayor Rosenthal appointed Lisa Dunn as Chairperson of the Appearance Review Commission. The commission elected Elizabeth Low as their Vice Chairperson.

### Appearance Code Update

One of the ARC meetings was dedicated to the final review and approval of the proposed Deerfield Appearance Code. The ARC started the review and update of the 1986 Appearance Code in November 2011. Two booklets, one for Signs and the other for Building & Site were presented to the Mayor and Board of Trustees on June 6, 2016. The Board unanimously approved the documents and the 2016 Appearance Code was adopted.

### Cemetery Commission

Over the last reporting period, the Cemetery Commission held three meetings, two of which included an inspection of the cemetery grounds. Minor landscaping issues were found and subsequently handled by Public Works.

The Cemetery Commission listen to a presentation by Librarian Anne Jamieson, who proposed cemetery tours, one of which was proposed for Veteran's Day to honor the war dead and the

veterans buried in the cemetery. The commission encouraged the Library to work with the Deerfield Area Historical Society and the American Legion on the project. Both cemetery tours were well attended.

The Cemetery website has been very active with 32,484 hits occurring from January 1, 2016 to December 6, 2016. Stone rubbing guidelines were developed and added to the Cemetery website.

### **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 business analyst data which contains recent detailed demographic, 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.

### **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. In the last seven months, 5 new banners have been designed by staff and then fabricated: Green Up (1 banner), Thanksgiving (2 banners) and Optimist tree sale/happy holidays (2 banners). Staff also develops and maintains a calendar of scheduled banner times when banners are to be installed and changed out on the banner poles.