

COMMUNITY DEVELOPMENT DEPARTMENTAL REPORT
Planning Division
5/1/14 to 10/31/14

Summary of Commission Activity:

Plan Commission Activity

During the last reporting month period, the Plan Commission held a total of 7 public hearings, 9 prefilng conferences, and 1 substantial conformance workshop meeting.

- A public hearing (May 8) was held on the request for a *Text Amendment for an order board sign for Dunkin Donuts* in Deerfield Park Plaza.
- A public hearing (June 26) was held on the request for a *sign modification for Pet Supplies Plus* in Cadwell's Corners.
- A prefilng conference (July 10) and a public hearing (September 4) were held on the request for a *Text Amendment and Special Use for Venue One event and meeting center* at 550 Lake Cook Road (Berto Center).
- A prefilng conference (July 10) and a public hearing (October 9) were held on the proposed *Text Amendments for gas station LED signs and non-LED signs*.
- A prefilng conference (July 24) and a public hearing (September 11) were held on the proposed *rezoning and preliminary plat of subdivision known as Elysian Way*.
- A substantial conformance workshop meeting (August 14) was held on the request for a *temporary parking lot for Textura* at 1405 Lake Cook Road.
- A prefilng conference (August 14) and a public hearing (October 9) were held on the request for approval of *land swap between the homeowner at 1038 Deerfield Road and Maplewood Park (the Deerfield Park District)* including a rezoning of the swapped lands and a preliminary and final plat of subdivision.
- A prefilng conference (August 14) and a public hearing (October 9) were held on the request for approval of *major renovations to the Park District's Mitchell Park Pool*.
- A prefilng conference (September 23) was held on the proposed *Special Use for a Portillo's Restaurant with a drive-thru* at 700 Lake Cook Road, including several sign modifications. The petitioner's withdrew their zoning approval request before a public hearing was held.
- A prefilng conference (October 23) was held on a *Special Use for a Hobby Lobby store* in Deerbrook Mall in the former Best Buy space. A public hearing on this item is scheduled for December 11.
- A prefilng conference (October 23) was held on a *Text Amendment and a Special Use for Pretty Nails nail salon* in Deerfield Park Plaza. A public hearing on this item is scheduled for December 11.
- A prefilng conference (October 23) was held on a proposed *rezoning and R-5 Planned Unit development (PUD) for the Taylor Junction townhome development on the properties located at 824 and 836 Chestnut Street*. A public hearing on this item is scheduled for January 2015.

Village Center Commission (VCC) Activity

Staff worked with the newly formed Village Center Commission (VCC) as they discussed and recommended adoption of their Vision Statement and Duties. The VCC advances a positive vision for downtown Deerfield and supports the area's vitality and desirability. The Commission's goal is to undertake efforts, programs and partnerships 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 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 2014 Flower Planter Program. This was the fifth 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 for the first 20 merchants who signed up for this year's program. Participants in this year's program included: Essence Pilates, Running Away, F.I.T Boutique, Eisen Orthodontics, One Deerfield Place, West Deerfield Township, Village Hall and Deerfield Cemetery.

Staff accompanied the VCC on their annual walk through the Village Center. The VCC members made observations about ways they believe properties can be improved and enhanced. The VCC noted that the Village Center looks very nice overall and many businesses have created attractive window displays that showcase their merchandise. Planning staff sent letters to property owners to make them aware of the VCC's observations and comments made during the walk.

The VCC invited various guest speakers to their meetings to discuss with the group different aspects of the Village Center. Guest speakers have included Barbara Little, Director of Public Works and Engineering; Police Chief John Sliozis; and Chuck and David Malk, owners of Deerfield Square.

The VCC advocated for the Village to provide streetscape recycling containers in the Village Center. Staff has considered the VCC's recommendation and agrees. In spring 2015 streetscape recycling containers are proposed to be added to the downtown streetscape as part of the commercial waste hauling contact with Lake Shore.

Appearance Review Commission (ARC) Activity

Over the last six months the Appearance Review Commission held six meetings and worked with 21 petitioners.

In the Village Center:

- Orange Leaf, 775 Waukegan Road, received approval for two wall signs.
- Get the Scoop, 841 Waukegan Road, received approval for one wall sign.
- Jelli Goods, 829 Waukegan Road, received approval for one wall sign and one ground sign.
- State Farm, 825 Waukegan Road, received approval for one wall sign.
- The Right Bank Salon, 825 Waukegan Road, received approval for one wall sign.
- Rosebud, 560 Waukegan Road, received approval to add two umbrellas to the north patio area.
- Deerfield Square, southwest corner of Waukegan and Deerfield Roads, received approval to modify the landscaping in the main parking lot islands.

In the Outlying Commercial District:

- Fresh Thyme, 35 Waukegan Road, received approval to modify their previously approved pylon sign panels. They also requested a sign modification to allow the installed wall sign which was not constructed as approved. The ARC denied the request and Fresh Thyme removed the wall sign and installed the approved sign.
- Pet Supplies Plus, 9 Waukegan Road, received approval for façade improvements, one wall sign and pylon sign panels. Then the petitioner returned to request façade modifications which were approved.
- Starbucks, 60 S. Waukegan Road, received approval for outdoor furnishings and a directional sign.
- Deerfield Park Plaza, Lake Cook Road, received approval to amend their Pylon Sign Criteria.
- Cre8 Workshop, 405 Lake Cook Road, received approval for pylon sign panels.
- Kung Fu Power, 405 Lake Cook Road, received approval for one wall sign.
- Dunkin' Donuts/Baskin Robbins, 499 Lake Cook Road, received a final approval for a menu board sign.
- Ifergan Property, 360-380 Lake Cook Road, received approval for new construction and façade improvements, along with approval of two tenant wall signs.
- Northwestern Medicine, 350 S. Waukegan Road, received approval to add a building entrance canopy with lighting.
- Just Tires, 25 Waukegan Road, received approval to relocate their business ground sign.
- Indigo Mindful Goods, 1456 Waukegan Road, received approval for one wall sign.
- Maxabite Restaurant (formerly: Health O Wealth), 780 Saunders Road, received approval for a number of site and building follow-up items and for one wall sign and one ground sign with the new business name.
- Subway, 70 S. Waukegan Road, has requested opaque window areas due to the restrooms backing up to the windows. The petitioner was asked to provide a

couple window film samples for the ARC to inspect on site. Currently, an ARC “fast track” is in process.

- Portillo’s Hot Dogs, 700 Lake Cook Road, received a preliminary review.

The October ARC meeting was dedicated to the update of the Deerfield Appearance Code. The ARC started the review in November 2011. Due to the number of petitioners the Commission has dealt with in the past few years, it has been difficult to get through the review. The ARC was decided to add six additional meetings to their 2015 schedule for the sole purpose of the review and update of the Deerfield Appearance Code. Once completed, the document will be sent to the Board of Trustees for adoption.

Northwest Quadrant Unified Planning Task Force

Staff is continuing discussions with the First Presbyterian Church on the proposed Master Plan for the Northwest Quadrant to see if their concerns can be addressed. Discussions involved a possible test site on Church property and discussions of the Master Plan, including property swaps. Staff also held a couple meetings with Joy Fiorini, property owner of 810 to 816 Waukegan Road, earlier this year about adjustments to the plan and property swaps. Staff plans to continue these discussions with both parties.

Cemetery Commission

Over the last six months, the Cemetery Commission has held one meeting. The meeting started with a tour of the cemetery grounds, inspecting the landscaping, fence and headstones. Also, the commission admired the newly installed decorative post that displays the two bronze plaques, one listing Deerfield’s war dead and the other listing veterans buried in the Deerfield Cemetery. The next project is to install plantings and pavers around the base of the memorial pole.

Village staff has been working on an interactive website for the Deerfield Cemetery which was demonstrated at the meeting. The Deerfield Cemetery website was created for historical and genealogical use. Many of Deerfield’s founding families are buried in the cemetery and stories of many of these pioneers have been incorporated into the website. One is able to search by name (first or last), date (birth or death), location (plot number), and search for American veterans buried in the Deerfield Cemetery. The Cemetery Commission and Village staff are looking forward to the public launch of the website in January 2015.

Associate Planner Kathy LéVeque

Associate Planner Kathy LéVeque recently accepted a position as Associate Planner for Foster City, California, a community in the San Francisco Bay Area. Her husband also recently accepted a position in the San Francisco Bay area and the couple has family in that area. Kathy has worked for the Village for over 10 years, and has worked closely with the Plan Commission, Village Center Development Commission and the Village Center Commission and has worked on countless developments and special projects.

Text Amendments to the Zoning Ordinance

Over the past couple years, the Plan Commission has made recommendations on several Text Amendments to the Zoning Ordinance in order to keep the Zoning Ordinance up to date and to address current issues. The major Text Amendments the Plan Commission has recently considered include Text Amendments for medical cannabis dispensaries and for gas station LED fuel price signs other non-LED signs. 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.

Text Amendments for Medical Cannabis:

Earlier this year, the Plan Commission has held a public hearing and two continued public hearings on possible Text Amendments to adopt zoning regulations for medical cannabis dispensaries. Planning staff participated on the Lake County Medical Cannabis Task Force, provided the Plan Commission with background information and articles, and worked closely with the GIS staff member to create maps showing the possible areas in the Village where a dispensary could locate based on the requirements of HB and various other possible buffers.

Text Amendments for Gas Station LED Signage:

In the last few months, the Plan Commission held a pre-filing conference and a public hearing on the proposed Text Amendments for gas station LED fuel price signs and non-LED signs. All six Deerfield gas station owners and operators were notified of the public hearing via certified mail. The Plan Commission recommended approval of the proposed Text Amendments with the addition of adopting sight line triangles to make sure that the new monument signs do not block drivers' line of sight. At the November 17 Board meeting, the Village Board accepted the Plan Commission's report and recommendation.

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. In the last six months staff redesigned and had fabricated banners to promote the Invasion of the Pumpkins. 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 May 2014 - October 2014

