

COMMUNITY DEVELOPMENT DEPARTMENTAL REPORT

Planning Division

05/01/15 to 10/31/15

Summary of Commission Activity:

Plan Commission Activity

- A pre-filing conference meeting (May 14) for rezoning, amendment to the comprehensive plan, and a residential planned unit development (PUD) to permit a workforce housing development at 10 Deerfield Road, Zion Lutheran Church property.
- Public Hearing (May 28) on the request for a resubdivision of Lots 1 and 2 in the Contorer Resubdivision at 1521 Central Avenue to allow the northern lot line of Lot 2 to be moved seven (7) feet northward to create the reconfigured lots.
- Public Hearing (May 28) on the request for approval of Special Use for a Medical Cannabis Dispensary at 151 S. Pfingsten Road, Unit V.
- A pre-filing conference (May 28) on the request for a resubdivision of 225 and 243 Wilmot Road.
- Public Hearing (June 11) on the request for a Text Amendment for public art consideration in large developments in the Village Center.
- Public Hearing (June 11) on the request for approval to amend the sign plan for the Woodview Apartments to allow changes to the monument ground sign, wall signs and various directional signage at their location at 15 Parkway North.
- Request for a finding of Substantial Conformance (June 11) re: approval of a final plat of resubdivision for 1555 Wilmot Road (Michael Stone Group).
- A public hearing (October 8) and a pre-filing conference meeting (July 23): for a Special Use for Verizon Antennas to be located on the Village Water Tower at 700 Kates Road.
- A public hearing (October 8 and September 24) and pre-filing conference (August 27) to amend to the commercial planned unit development for Deerbrook Shopping Center to allow the renovations for the Jewel-Osco store and Outlot Buildings E & F, amend the Jewel-Osco Special Use, and a Text Amendment in the C-2 Outlying Commercial District for a pharmacy drive-thru at the proposed Jewel-Osco store.
- The Plan Commission (September 10) attended the grand opening of the Woodview Apartment Complex at 15 Parkway North.
- A public hearing (October 8) and a pre-filing conference (September 10) to amendment to the Special Use for the Deerfield-Bannockburn Fire Protection District to allow a complete re-roof at 500 Waukegan Road
- A pre-filing conference (September 10) and a public hearing (November 12) for a class A Special Use for Escape Beauty Salon in the building located at 711 Orchard Street.

Village Center Commission (VCC) Activity

The VCC advances a positive vision for downtown Deerfield and supports this 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 clean, 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 is drafting a “Why Locate Your Business in Deerfield” brochure targeting prospective businesses and merchants on the many attributes that make the Village of Deerfield a prosperous business destination.

Code Enforcement Supervisor Clint Case 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 maintained and enhanced their business through 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.

Appearance Review Commission (ARC) Activity

Over the last six months the Appearance Review Commission held seven meetings and worked with 17 petitioners.

In the Village Center:

- Pet People, 775 Waukegan Road, received approval for four wall signs.
- Menchie’s Frozen Yogurt, 775 Waukegan Road, received approval for two wall signs, which required two meetings.
- Mia’s Fine Jewelry in Deerfield Square (Former Ami Ami space), 720 Waukegan Road, received approval for one awning sign.
- Josh’s on the Square in Deerfield Square (Former Tom & Eddie’s space), 740 Waukegan Road, received approval for two wall signs.
- Deerfield Train Station Platform, received approval for the stamp pattern and color used for the METRA asphalt platform. The ARC was asked to consult even though this property is outside of their jurisdiction.
- Village Center recycling containers, the ARC gave input regarding recycling containers to be added to the streetscape.

In the Outlying Commercial District:

- Deerbrook Mall, was reviewed for renovation improvements to the northern portion of the PUD.
- Charles Ifergan Salon, 380 Lake Cook Road, received approval for one wall sign.
- American Mattress, 360A Lake Cook Road, received approval for one wall sign.
- Shell Gas Station, 2 Waukegan Road, received approval to reface the canopy and add two canopy signs.
- BP Gas Station, 1 Waukegan Road, received approval to reface the existing ground sign.

- Precor Home Fitness, 380 Lake Cook Road, received approval for one wall sign.
- Mattress Firm, 92 S. Waukegan Road in Deerfield Shopping Center (Former American Mattress outlet building), received approval for four wall signs.
- Athletico Physical Therapy, 43 Waukegan Road (Cadwells Corners), received approval for one wall sign.
- El Tradicional Mexican Restaurant (Former DC Sarnies), 649 Lake Cook Road, received approval for one wall sign.
- Just Tires, 25 Waukegan Road, received approval of one directional ground sign.
- SportClips, 39 Waukegan Road (Cadwells Corners), received approval for one wall sign.

Appearance Code Update

During three 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. Progress is being made, completed sections include: Signs, Building Design, Relationship of Building(s) to site and adjacent areas, Lighting (which is a new section). Once completed, the document will be sent to the Board of Trustees for adoption.

Northwest Quadrant Master Plan

Staff is continuing discussions with the First Presbyterian Church on the proposed Master Plan for the Northwest Quadrant, and a public hearing for an amendment to the Comprehensive Plan will be held soon.

Cemetery Commission

Over the last six months, the Cemetery Commission has held two meetings. Both meetings started with an inspection of the cemetery grounds. The commission reviewed the work completed on five monuments that were caulked and or leveled. The commission reviewed payment to Sure-Set Monument Service for a job well done. The pavers and plant materials around the Memorial Pole were re-inspected. Commissioner Paul Meintzer will be making adjustments to the paver work. Also, one dead tree and patches of dead grass were found. Public Works will be addressing with these matters.

In an effort to preserve the cemetery grounds, the commission has established guidelines for students or anyone wishing to do stone rubbings at the cemetery. A letter was sent to the Superintendent of School District 109 informing him of the new guidelines. The commission welcomes interest and visitation to the cemetery, knowing everyone must do what they can to preserve the cemetery grounds and the historical information for generations to come.

Since the creation of Deerfield Cemetery website, there have been 1,988 hits on the Cemetery webpage. The site went public in January 2015. Continuous public activity is occurring on the site, as reported by the Village GIS Specialist. A comprehensive list of all known occupants in the Deerfield Cemetery was added to the website.

New Secretary for Community Development Department

There has been smooth transition of new Secretary I, Mary Glowacz. Mary has been a welcomed addition to the department during the tail end of a very busy development period. Mary graduated from Lake Forest College with a bachelor's degree in Communications. She continues to learn and become familiar with department operations and adapt to the position.

Text Amendments to the Zoning Ordinance

The major Text Amendment the Plan Commission considered is a Text Amendment for public art consideration in large developments and redevelopments in the Village Center and a Text Amendment in the C-2 Outlying Commercial District for a Pharmacy Drive-Thru at the proposed Jewel-Osco Store.

Text Amendment for Public Art Consideration in Large Developments in the Village Center:

Earlier this year, the Plan Commission held a pre-filing conference and a public hearing on Text Amendment for public art consideration in large developments in the Village Center. The Deerfield Fine Arts Commission requested that large scale new developments and substantial improvements in the Village Center consider opportunities for public art, where appropriate. The Deerfield Fine Arts Commission want to get developers thinking about public art in their development (e.g. sculptures, murals, art in windows). Staff thought that this could best be handled through a text amendment to the Zoning Ordinance. This would allow an opportunity for the Village to review this element of the development. This text amendment requires that consideration be given to the issue of public art when development plans come through the Village for approval.

The Text Amendment added Article 2.12 Public Art and added the definition of Public Art in Article 14.02-B ("Definitions") of Article 14 ("Rules and Definitions") of the Zoning Ordinance:

Article 2.12 Consideration of Public Art in Development Applications

All development applications for commercial developments in the Village Center shall give due consideration to providing public art on the property. Development plans shall consider opportunities for providing public art in their developments and provide a public art plan for the proposed the development.

The definition of development from the Zoning Ordinance is:

Development: The construction, reconstruction, conversion, substantial structural alteration, or substantial enlargement of any building(s) housing the primary use of the property.

Definition of Public Art to be added to Article 14 of the Zoning Ordinance:

Public Art: Public art means a work of art created by a visual artist or public context designer that is sited in a public place for people to experience. This can include murals, sculptures, or infrastructure such as public fixtures or furniture and other functional elements that are designed and/or built by visual artists or public context designers. Public art is art that is located in public spaces and may include art in windows, art in public building atriums, and other indoor places that are generally open to the public. It is art that people encounter on a daily basis in the public sphere.

[Text Amendment for in the C-2 Outlying Commercial District for a Pharmacy Drive-Thru at the proposed Jewel-Osco Store:](#)

The Plan Commission held a pre-filing conference, public hearing and a continued public hearing on the redevelopment proposals a new Jewel-Osco grocery store in Deerbrook Shopping Center in the C-2 zoning district. The Text Amendment added letter s to Article 5.02-C in the Zoning Ordinance, to make a drive-thru facility located in a commercial planned unit development a Special Use in the C-2 Outlying Commercial District.

s. a drive-thru facility for a pharmacy providing adequate vehicle stacking space, located in a commercial planned unit development.

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. A workshop meeting will be scheduled with the Plan Commission followed by a public hearing. Property owners will be notified of the 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 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 events. One pole 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 past six months, staff helped in creating the logo and graphics for the Deerfield Harvest Fest. Staff also develops and maintains a calendar of scheduled banner times when banners are to be installed and changed out on the banner poles by Deerfield Public Works.