

MEMORANDUM

TO: Plan Commission

FROM: Jeff Ryckaert, Principal Planner and Dan Nakahara, Planner

DATE: May 17, 2018

RE: Prefiling Conference regarding a request for a Special Use and other exceptions necessary to permit the establishment of a credit union with a drive-through at 99 S. Waukegan Road (Waukegan Lake Cook LLC and Consumer Credit Union)

The purpose of a prefiling conference is to provide the petitioners with input, feedback, and direction prior to the public hearing

Subject Property

The subject property is part of the 99 S. Waukegan Road development. It is zoned C-2 Outlying Commercial District and is a Multiple Use Unified Development (commercial planned unit development).

In March 2018, the petitioner's plan to demolish the current Office Depot building and replace it with a freestanding 4,995 SF restaurant with a drive-thru, and an 8,000 SF multi-tenant retail building was approved. The restaurant building which will be occupied by Chick-Fil-A was also approved as a Special Use at that time with a dual lane drive-thru operation. The overall development will have 103 parking spaces, and existing curb cuts on Lake Cook Rd and Waukegan Road will remain and will be re-used. The restaurant building will have 63 spaces and the multi-tenant building will have 40 parking spaces. A single lane drive-thru for the multi-tenant building was included on the site plan although it was not proposed nor was it not approved at that time. The approved landscape plan has been included as part of this submittal. As part of that approval, the petitioner will preserve the trees and landscaping along the east perimeter of the site.

Surrounding Land Use and Zoning

North: C-2 Outlying Commercial District – Northshore University Health medical office, Cadwell's Corners Shopping Center (across Lake Cook Road), and a BP gas station

South: C-2 Outlying Commercial District – Deerbrook Shopping Center and unincorporated Cook County (Glenbrook Countryside Estates subdivision-single family residential)

East: Unincorporated Cook County (Glenbrook Countryside Estates subdivision-single family residential)

West: C-2 Outlying Commercial District – Deerbrook Shopping Center (across Waukegan Road)

Proposed Plan

The petitioners are now seeking approval of a single lane drive-thru serving a 3,200 square foot credit union, which is proposed at the northern endcap space in the multi-tenant building. The petitioner is seeking input from the Plan Commission on the credit union Special Use and the single lane drive-thru operation. The petitioner has not provided details on the credit union operation i.e. hours of operation, number of employees or proposed signage but have provided a sample floor plan for the credit union. The proposed single-lane drive thru facility will serve as both a drive-up ATM and a drive-up bank teller window. The petitioner has not yet determined whether it intends to provide a 24-hour ATM vestibule.

The petitioner's building elevation drawings indicate the approved exterior materials for the site. Color renderings have been provided in the petitioner's submitted material.

Vehicular Access

The vehicular access to the property is from three existing access points. There are two access points on Waukegan Road and one on Lake Cook Road. The northernmost access point on Waukegan Road is a right-in, right-out only access point, and the other access point further to the south on Waukegan Road is a full access point. The access point on Lake Cook Road is a right-in, right-out only. There were barrier medians placed in Waukegan Road and Lake Cook Road when the improvements were made to the Waukegan Road and Lake Cook Road intersection several years ago. As stated above, the petitioner's material indicates that the existing curb cuts on Lake Cook Road and Waukegan Road will remain and be re-used.

Parking and Traffic Study

The petitioner's traffic study dated December 21, 2017 took into account a future bank in the multi-tenant building. Page 4 of the traffic study provides the traffic observations of existing conditions that were made by the traffic consultant, KLOA. KLOA conducted peak period vehicle, pedestrian, and bicycle traffic counts on Wednesday, November 15, 2017 during the weekday morning (7:00 a.m. to 9:00 a.m.), weekday evening (4:00 p.m. to 6:00 p.m.) peak periods and on Saturday, November 18, 2017 during the midday (11:00 a.m. to 2:00 p.m.) peak periods. The counts were taken at the following intersections; Waukegan Road and the South access drive, Waukegan Road and the NorthShore University HealthSystem right-in/right out access drive /Deerbrook Shopping Center right-in/right-out access drive, Lake Cook Road and NorthShore University HealthSystem right-in/right-out drive/Caldwell's Corners right-in/right-out access drive, and previous traffic counts at the signalized intersection of Waukegan road with the Deerbrook Shopping Center access drive and Chestnut Road. The turning movement count data determined that the weekday morning peak hour occurred between 8:00 a.m. and 9:00 a.m. while the weekday evening peak hour occurred between 4:45 p.m. and 5:45 p.m. Saturday midday peak hour occurred between 11:15 a.m. and 12:15 p.m. The existing traffic volumes are shown in Figure 4 on page 9. For

detailed information on traffic counts see Traffic Count Summary Sheets in the Appendix Section of Traffic Impact Study.

A gap study was also conducted using the turning movement count data and the study concluded that gaps in the northbound direction on Waukegan Road will allow traffic to turn right on Waukegan Road or turn left into the south access drive from Waukegan Road. Gaps in both directions on Waukegan Road will allow traffic to turn left from the south access drive as illustrated in Table 1 on page 8. The results of the gap study indicate that there are adequate gaps in the Waukegan Road traffic stream to accommodate the projected turning movements in and out of the site.

Table 2 on page 12 summarizes the estimated site-generated traffic volumes for a 5,000 s.f. fast-casual restaurant, bank with a drive-through, and a 4,500 s.f. specialty retail space during the weekday morning peak hour, weekday evening peak hour and Saturday midday peak hour. Traffic analysis results showing the level of service and overall intersection delay (measured in seconds) for the existing and Year 2022 total projected conditions are presented in Table 3 through 5 on pages 17-19.

The results for the capacity analysis for the Waukegan Road with Deerfield Shopping Center Main Drive/ Chestnut Road indicate that the intersection is currently operating at an acceptable Level of Service (LOS) during all three peak hours. See Level of Service Criteria in Appendix Section of Traffic Impact Study. Under future conditions and taking into account the proposed extension of the Deerbrook Main Drive west to connect with the rear parking area, the intersection will continue to operate at an overall acceptable level of service although the eastbound left-turn movements from the Deerbrook Shopping Center Main Drive currently operate at a LOS E and will continue to do so under future conditions.

The results for the capacity analysis for the Waukegan Road with Full Access Drive indicate that under existing conditions all turning movements are operating at an acceptable LOS during all three peak hours periods. Under future conditions, turning movements will continue to operate at an acceptable LOS, except for the left-turn outbound movements during the Saturday midday peak hour, which will experience long delay. The analysis notes that this is common and is expected at an unsignalized intersection where a minor street/access drive intersects a major arterial such as Waukegan Road. The analysis also notes that the full access drive is located between two signalized intersections that create gaps in the through traffic stream allowing more vehicles to exit than what the analysis show.

The petitioner included supplemental data Table 1 Estimated Development-Generated Traffic Volumes, from KLOA dated March 21, 2018 that shows that traffic will be approximately 50% lower with a credit union tenant compared to what a non-credit union tenants would bring to the site.

The traffic and parking study analyzed parking for the site based on a 4,995 square foot fast casual restaurant with a drive-thru, a 3,500 square foot bank with a single drive-thru lane and a 4,500-specialty retail space. The study indicates that 125 parking spaces are needed to meet the parking requirements of the site. The study indicates 126 parking space are provided which includes a cross parking easement agreement with the North Shore University HealthSystem medical office building. It should be noted that the study took a conservative approach and calculated the fast casual restaurant as a dine-in only operation increasing the parking requirement for that use.

Zoning Conformance

Special Use for a Credit Union with a Drive-Thru

The petitioners are seeking a Special Use in accordance to Article 5.02-C,2.,c for the proposed credit union and Article 5.02-C,2.,j for a drive-thru automatic teller machine when operated in connection with a bank, savings and loan or other financial institution. Attached are the Special Use standards.

Required Parking for PUD:

The petitioners are still working on the mix of tenants, below are parking requirements for typical uses in the C-2 Outlying Commercial District:

- Retail stores require: One (1) space for each 200 square feet of gross floor area.
- Office uses require: One (1) space for each 250 square feet of gross floor area.
- Banks require: One (1) parking space for each 200 square feet of gross floor area.
- Sit down restaurants require: One (1) parking space for each 60 square feet of gross floor area. Carry out restaurants require: One (1) space for each 120 square feet of gross floor area. The parking requirements for sit-down and carryout restaurants are based on the estimated percentage of the restaurant that will be carryout and the estimated percentage of the restaurant that will be carryout.

Proposed Parking:

There will be 126 parking spaces available on the subject property which includes 23 parking spaces from a cross parking agreement with the property to the north. The petitioner's material indicates that 126 total parking spaces will be provided on their redeveloped property, including 23 spaces on the 99 S. Waukegan Road property that are in an easement. It is Staff's understanding based on staff records that an easement agreement between the contiguous properties (49 S. Waukegan Road property and the subject property - 99 S. Waukegan Road property) allows for shared parking between the two properties.

Under today's parking requirements in the Zoning Ordinance, the total number of

required parking spaces will vary depending on the proposed uses of the subject property. Staff has provided 3 different parking requirement scenarios for the subject property:

Scenario 1 – Assumes Credit Union and Retail Space

<u>Building Areas</u>		<u>Required Parking</u>
Chick Fil-A: (Calculated as 50% sit-down and 50% carryout)	4,995 s.f.	62.4 spaces
Credit Union:	3,200 s.f.	16.0 spaces
Retail*:	4,800 s.f.	24.0 spaces
Total:	12,995 s.f.	102.4 spaces

Scenario 2 – Assumes Credit Union, Retail Space and Carryout Restaurant

<u>Building Areas</u>		<u>Required Parking</u>
Chick Fil-A: (Calculated as 50% sit-down and 50% carryout)	4,995 s.f.	62.4 spaces
Credit Union:	3,200 s.f.	16.0 spaces
Restaurant (100% carryout)	2,500 s.f.	20.8 spaces
Retail*:	2,300 s.f.	11.5 spaces
Total:	12,995 s.f.	110.7 spaces

*Note: Parking requirements for a bank is the same as a retail use.

Stacking for Drive-Thru

The Zoning Ordinance requires drive-thru lanes for banks to provide six (6) stacking spaces per teller or customer service area. The petitioner’s plan indicates that 7 stacking spaces will be provided for the drive-up lanes for the proposed credit union.

Trash/Refuse Areas

The petitioner’s site plan indicates a trash enclosure at the northeast corner of the multi-tenant Retail ‘B’ building. Detail on the trash enclosure for the Retail ‘B’ building is on the elevation drawings for the Retail ‘B’ building.

Storm Water Detention and Utilities

The existing storm water detention is in place and will remain. The petitioners are working directly with the Village’s Engineering staff for any necessary permit needed for utilities as a result of the proposed renovations to the subject property.

HVAC/Mechanical Screening

Any new HVAC and mechanicals on the roof of the buildings are screened from view. The petitioner has submitted a roof plan for the subject building in their submitted material.

Signage for Credit Union

Wall Signs

Number:

Permitted: For each use occupying a ground floor, one (1) sign facing a public street, public right-of-way or parking area.

Proposed: Tenant wall signs are proposed for the north, south and west elevations for the Retail 'B' building. The petitioners will have to submit a scaled sign plan for the Public Hearing.

Area:

Permitted: The Zoning Ordinance allows 8% of the area of the wall or 80 square feet for a front and rear wall sign whichever is greater, and 4% of the area of the wall or 40 square feet for a sidewall sign, whichever is greater. Permitted sign area is not a given, signs must be in proportion to the wall and reflect the high standards of visual quality and compatibility that the Village strives for.

The petitioners will have to submit a scaled sign plan for the Public Hearing.

Location:

Permitted: Walls signs may be located on the outermost wall of the principal building fronting a public street, public right-way, easement for access or parking area.

Proposed: Located on the outermost walls on north, west, and south elevations of the Retail 'B' building. The petitioners will have to submit a scaled sign plan for the Public Hearing that indicates the locations of the wall signs.

Height:

Permitted: Wall signs may not project higher than the parapet line of the roof or more than 30 feet above curb level, whichever is lower.

The petitioners will have to submit a scaled sign plan for the Public Hearing that indicates the locations of the wall signs. The petitioner's plans appear indicate that the tenant wall signs for the Retail 'B' building will be below the roof deck.

Illumination:

Permitted: Any illuminated sign located within 120 feet of a residential district shall be extinguished at the close of business or 11:00 p.m. whichever is later.

Any sign for a future illuminated tenant sign on Building B will have to extinguish all sign illumination at the close of business or 11:00 p.m. The uses for Retail 'B' building are unknown, but these signs must meet the zoning ordinance requirements and development sign criteria when the use goes into the space.

Ground Signage:

The development is approved with one (1) double-sided ground sign on Waukegan Road and one (1) double-sided ground sign along Lake Cook Road. The Waukegan Road is 72.9 square feet per sign face (6.83'X10.67'=72.9 square feet) and, and the Lake Cook Road is 58.9 square feet per sign face (6.83'X 8.62'= 58.9 square feet). Note: The area of the pedestal or base of the sign is not included in the area of the sign. The sign can contain the names of the tenants in the development. Five (5) tenants are shown on each ground sign.

Location:

Permitted: Ground signs may be located in any required yard, but shall not extend over any lot line.

Proposed: The ground sign located along Waukegan Road is in the required yard and does not extend over the west property line. The ground sign located along Lake Cook Road is in the required yard and does not extend over the north property line.

Height

Permitted: The sign shall not project higher than twenty-five (25) feet above curb level. The maximum height is not a guarantee of height, as the signage has to be in scale with the development.

Proposed: The ground sign on Waukegan Road is approximately 13 feet above curb level and the ground sign on Lake Cook Road is approximately 11 feet above curb level.

Illumination:

Permitted: Any illuminated sign located within 120 feet of a residential district shall be extinguished at the close of business or 11:00 p.m. whichever is later.

The approved ground sign on Lake Cook Road and the ground sign on Waukegan Road will be internally illuminated.

Signage on the ATM

The Village has sign regulations for the identification signs for an ATM. The Zoning Ordinance allows only one main sign on an ATM and the sign shall include only the name of the financial institution and/or name of the ATM system. The sign can consist of lettering or signage panel mounted on the machine. The main identification sign may not exceed nine (9) square feet in area including the area of the sign panel. Additionally, any number of operational/instructional signs are permitted on the machine itself so long as any one sign shall not exceed two square feet.

The petitioners will have to submit a scaled sign plan for the ATM signage for the Public Hearing.

Sign Criteria for Buildings in the 99 S. Waukegan Road Development:

The petitioner developed sign criteria and design guidelines for this development and was approved by the Appearance Review Commission on February 26, 2018. The sign criteria and design guidelines are included in the petitioner's submittal. The petitioner's plans indicate that the signage for the credit union will comply with the approved sign criteria.

Directional Signage

Any directional signage for the proposed credit union drive-thru will need to be under 2 square feet and non-illuminated in order to stay within code. The petitioners have not proposed any directional signage for this Special Use.

Window Signage

The window signage regulations in the zoning ordinance apply to this property. (20% coverage of window area for permanent or temporary signage or 50 s.f. whichever is less, and a regulated window sign is located within 4 feet behind the window)

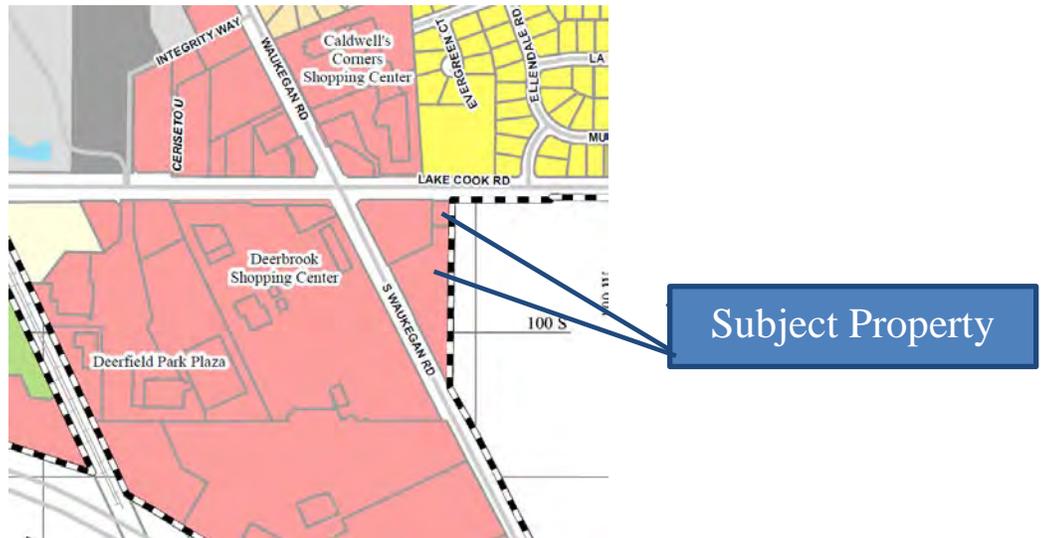
Appearance Review Commission (ARC)

The Appearance Review Commission will have to review all of the exterior changes (architecture, landscaping, signage) for the proposed credit union and drive-thru if this Special Use is approved by the Board of Trustees

Submittal List for 99 South Waukegan Road

Attached is the list of submittals that staff has provided the petitioners for this proposed credit union Special Use.

Village of Deerfield 2018 Zoning Ordinance Map



	R-1	SINGLE FAMILY DISTRICT ONE FAMILY DWELLINGS AND ACCESSORY USES
	R-2	SINGLE FAMILY DISTRICT SAME AS R1
	R-3	SINGLE FAMILY DISTRICT SAME AS R1
	R-4	SINGLE & TWO FAMILY ONE FAMILY & TWO FAMILY DWELLINGS & ACCESSORY USES
	R-5	GENERAL RESIDENCE ONE FAMILY & TWO FAMILY DWELLINGS & ACCESSORY USES
	C-1	VILLAGE CENTER
	C-2	OUTLYING COMMERCIAL
	C-3	LIMITED COMMERCIAL OFFICE
	I-1	OFFICE, RESEARCH, RESTRICTED INDUSTRY
	I-2	LIMITED INDUSTRIAL
	P-1	PUBLIC LANDS SCHOOLS, PARKS, PUBLIC BUILDINGS & CEMETERIES



Map created on May 16, 2017.

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SPECIAL USE CRITERIA

Does it meet the standards for a Special Use? A Special Use shall be authorized only when the Plan Commission finds all of the following:

1. Compatible with Existing Development
The nature and intensity of the activities involved and the size, placement and design of any structures proposed will be so planned that the Special Use will be compatible with the existing development and will not impede the normal and orderly development and improvement of surrounding property.
2. Lot of Sufficient Size
The size of the lot will be sufficient for the use proposed.
3. Traffic
The location of the Special Use within the Village will be such that adverse effects on surrounding properties will be minimal, particularly regarding the traffic generated by the Special Use.
4. Parking and Access
Parking areas will be of adequate size for the particular use and properly located, and the entrance and exit drives will be laid out so as to prevent traffic hazards and nuisances.
5. Effect on Neighborhood
In all respects the Special Use will not be significantly or materially detrimental to the health, safety and welfare of the public or injurious to the other property or improvements in the neighborhood, nor will it diminish or impair property values in the surrounding area.
6. Adequate Facilities
That adequate utilities, access roads, drainage and/or other necessary facilities have been or are being provided.
7. Adequate Buffering
Adequate fencing and/or screening shall be provided to ensure the enjoyment of surrounding properties, to provide for the public safety or to screen parking areas and other visually incompatible uses.
8. If in C-1 Village Center District: That the establishment of the Special Use will not be injurious to the character of the C-1 Village Center District as a retail center for the Village.