

MEMORANDUM

TO: Plan Commission

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

DATE: April 4, 2019

RE: Public Hearing on the Request for Approval of Special Use Amendments to Permit Building Additions and Renovations for Shepard and Caruso Middle Schools in the P-1 Public Lands District (School District 109)

Subject Property

The subject properties consists of the Shepard Middle School located at 440 Grove Place and Caruso Middle School located at 1801 Montgomery Road. The subject properties are zoned P-1 Public Lands District. In 1996, Shepard Middle School was expanded by 8,500 square feet (Ordinance O-96-33), in 2000, the school was expanded by 12,547 square feet (Ordinance O-00-42), and in 2007 the school expanded the north parking lot (Ordinance O-07-37) . In 1996, Caruso Middle School was expanded with a 14,000 square feet of additional building space (Ordinance O-96-35).

Surrounding Land Use and Zoning

The schools are generally surrounded by residentially zoned properties, which are developed residentially. To the south of Shepard Middle School is the Village storage shed and to the southwest is the Village's wastewater treatment plant. To the west of Caruso Middle School is the Tollway.

Proposed Plans

School District 109 is proposing to amend their Special Use to permit the renovation and expansion of the cafeterias at the two middle schools, Caruso and Shepard. No additional faculty or staff will be added at the schools as a result of the proposed additions. The additions are made to enhance the school facilities. The parking lot or traffic flow is not proposed to be changed at the schools due to the additions. The exterior materials for each of the schools are shown on the elevation plans. The projects to each school are described below:

Shepard Middle School

The addition at Shepard Middle School will remodel and expand the cafeteria so it is less crowded, have more natural light and better acoustics. Part of the storage room will be in the current entry vestibule, and the other part is new

construction of approximately 230 square feet. The exterior material will match the existing brick, windows, spandrel glazing, and metal roof edging and will align with the current exterior wall of the cafeteria. The Shepard Middle School project proposes an entry canopy with the Alan B. Shepard Middle School text in red on the canopy. The lettering will be lit with a concealed LED strip at the base of the letters.

Caruso Middle School

At Caruso Middle School, the expansion is for a 14' wide, 1,316 SF extension to the east of the existing cafeteria to expand seating area and provide for storage of cafeteria furniture. Materials are brick to match the existing brick tone, bronze aluminum storefront windows, and wall panels. The expansion is one story high and will have a lower roofline than the existing building.

The Caruso project will include replacing the Charles J. Caruso Middle School text on the wall with new aluminum channel letters that will be backlit, adding site lighting for the sidewalk, and a barrier fence between the drive and the sidewalk. Since the pre-filing conference, the petitioner has indicated that the proposed school signs for Shepard and Caruso will be illuminated from 4:30 pm to 6:00 am during winter hours and 6:30 pm to 7:00 am during summer hours. The petitioner has also indicate that the bollards in the projects will be concrete filled.

Zoning Conformance – P-1 Public Land District

Schools are Special Uses in the P-1 Public Lands District. The petitioners have to amend their Special Uses in order to allow the renovations to the property. There are no Permitted Uses in the P-1 Public Lands District. All uses allowed in the P-1 Public Lands District are Special Uses. Attached are the Special Use standards. In the P-1 Public Lands District, there is a provision in the Zoning Ordinance that allows flexibility in the regulations for public facilities. Article 7.06-B Modification of Regulations states, "Because of the difficulties involved in balancing the need for control of land development impacts and the need for provision of public facilities, such uses may depart from the strict conformance with bulk standards and other requirements of this ordinance. Departure from any requirement specified in this Ordinance shall be granted only upon approval of the Village Board subject to the procedural requirements for Special Uses set forth in Article 13."

Minimum Yards

The proposed additions to the schools do not encroach into any of the minimum required yards.

Maximum Building Height

Allowed: The maximum building height allowed is 35 feet to the top of the roof.
Proposed: The additions vary in height as shown on the elevation drawings. The highest portion of the renovation is as follows: Shepard: 13 feet 10 inches.
Caruso: 12 feet 7 inches.

Signage

The Zoning Ordinance requires signage in the P-1 Public Lands District to the minimum necessary to adequately identify the use. Signs may be either ground signs or wall signs and ground signs cannot exceed 6 feet in height and may not extend over the lot line. P-1 signage is not to be illuminated unless the public health, safety, or welfare indicates it should be illuminated. At the pre-filing conference meeting, the Plan Commission inquired if the signage would be on a timer. The petitioner material indicates that the proposed signs at each school will be illuminated from 4:30 pm to 6:00 am during winter hours and 6:30 pm to 7:00 am during summer hours.

Shepard Middle School

The petitioners are proposing the text Alan B. Shepard Middle School in red, 10-inch high aluminum letters at the top of the new entrance canopy for Shepard Middle School. The letters will be illuminated at the base with a concealed LED strip. The letters will be approximately 13 feet 10 inches high mounted on the canopy.

Caruso Middle School

The petitioners are proposing the text Charles J. Caruso Middle School in blue, 16-inch high aluminum channel letters mounted to the east building elevation above the new addition for Caruso Middle School. The letters will be backlit and will be approximately 22 feet 2 inches high on the wall. The overall east wall height is 24 feet 8 inches and 22 feet 8 inches to the roof deck.

Lighting

Lighting will be maintained, as it exists today at both schools with the following additions:

Shepard Middle School

The petitioner's plans indicate three in-grade light fixtures under the canopy at the main entrance.

Caruso Middle School

The petitioner's plans indicate two wall-mounted lights on the new building addition at 8 feet 6 inches high.

Landscaping

The petitioner's plans indicate that native, low maintenance plantings will be used to landscape outside of the cafeteria windows.

Parking and Traffic

The Zoning Ordinance requires elementary schools to provide two (2) parking spaces for each three (3) teachers and employees. Shepard Middle School and Caruso Middle School will not increase its staff as a result of the cafeteria addition and renovation. At the pre-filing conference meeting, the Plan Commission waived the parking and traffic study due to no increase in parking or traffic.

Storm Water Drainage and Utilities

The petitioners have submitted plans for review to the Village Engineering Department for the storm water drainage requirements for both school additions and renovations.

Screening/Buffering

Required: The Zoning Ordinance requires where a non-residential use abuts (lies immediately next to) property in a residential district at a side or rear lot line, such non-residential use shall be effectively screened along such lot line(s) by a screening fence or landscaped screening. A landscaped screen is defined as a dense non-deciduous planting of a thickness sufficient to form a visual barrier between the properties. The petitioner's plans do not indicate any changes to the existing screening along the lot lines that are adjacent to residential properties.

Fire Department Review

The Deerfield-Bannockburn Fire Protection District completed the preliminary site plan review and approved the site plans for both Shepard and Caruso as indicated in their letter dated March 13, 2019.

Prefiling Conference Minutes

Attached are the March 14, 2019 pre-filing conference minutes.

**PLAN COMMISSION
VILLAGE OF DEERFIELD
Minutes**

The Plan Commission of the Village of Deerfield called to order a Workshop Meeting at 7:30 P.M. on March 14, 2019 at the Village Hall, 850 Waukegan Road, Deerfield, Illinois.

Present were: Larry Berg, Chairman
 Al Bromberg
 Blake Schulman
 Jennifer Goldstone
 Elaine Jacoby

Absent were: Justin Silva

Also present: Jeff Ryckaert, Principal Planner
 Daniel Nakahara, Planner

Chairman Berg swore in all who plan to testify before the Commission.

Public Comment on a Non-Agenda Item

There were no comments from the public on a non-agenda item.

WORKSHOP MEETING

(1) Prefiling Conference for Special Use Amendments to Permit Building Additions and Renovations for Shepard and Caruso Middle Schools in the P-1 Public Lands District (School District 109)

The Petitioner Carole Pugh, Principal at Green Associates of Deerfield, reported that her firm is working with District 109 to plan renovations and additions to the cafeterias at Caruso and Shepard Middle Schools, which are planned for summer 2019. Ms. Pugh stated that she will provide an overview of the projects as well as share drawings and renderings.

Ms. Pugh stated that the cafeteria at Shepard has not changed for some time and the one at Caruso is more of a physical education space than an eating environment. They plan to remodel both cafeteria spaces and expand as necessary. A 1,400 square foot addition is planned for Caruso with the goal of providing a nicer lunchtime experience for students. They will be removing the existing lunch tables that fold up into the walls and will use flexible furniture that can be moved in and out as necessary. The additional storage that will be created as a result of these additions will store the flexible furniture. The overall goal is to provide a better, less crowded and acoustically improved cafeteria. At Shepard, they have the same goals and will be adding an approximately 230 square foot storage room and remodeling the cafeteria. The storage will be for housing the flexible furniture. The remodeling will provide more natural light and better acoustics. Both projects will use similar materials and will match existing brick wherever possible. Ms. Pugh noted that these projects would not change enrollment, staffing, parking or circulation on sites. Therefore, they are asking for waiver for the parking and traffic study requirement.

Ms. Pugh stated that information on new signage including text and colors are included in the packet. Commissioner Bromberg asked if the new signs would be lit. Ms. Pugh replied that the signs would be lit with dim LED tube lighting. There will be no bright lamps. The sign at Caruso will be backlit from behind with the tubing inside and the sign at Shepard will have the same kind of tubing at the base of the letters that will shine up.

Commissioner Bromberg asked staff if the signage lighting requires an exception. Mr. Ryckaert replied that lit signs could be determined by the Commission as the existing language in the P-1 Signage Section of the Zoning Code indicates that signage may not be illuminated unless the public health, safety or general welfare indicates they should be lit. Commissioner Bromberg asked if the signs are currently lit. Ms. Pugh replied that existing signage at Caruso is not lit and the existing sign at the entrance of Shepard is lit. Ms. Pugh added that the new LED lit signs could be put on timers and set to turn off at a certain time each night. Chairman Berg and Commissioner Bromberg agreed that the sign lighting should be set to turn off at night.

Ms. Pugh showed renderings of the Shepard Middle School renovation pointing out a new entrance canopy for weather protection as well as an improved image for the school. She also pointed out the new storage room with a shorter elevation in front of the cafeteria, as well as the addition to the cafeteria and the existing cafeteria. The cafeteria windows will be greatly lengthened from the existing small windows and the front of the school will receive a nice facelift. All materials will be similar to what is already used on the building.

Ms. Pugh displayed a rendering of the Caruso Middle School renovation. She noted that the existing cafeteria is two stories in height and a one-story pop out with a 14 foot depth will be added which will contain the storage room. There will also be new windows for more natural light. Commissioner Goldstone commented that the windows could be a security concern with students being so exposed and visible. Ms. Pugh stated that there is security fencing around the school property and the windows will be laminated glass so that if they are broken, the windows have safety glazing and will not shatter. She added that she would discuss the security concerns further with the school district.

Ms. Pugh shared more details of the Caruso project. She showed architectural drawings of the 14 foot addition to the building which is being added to the cafeteria and multi-purpose space. The addition will create storage rooms at both ends of the space to house flexible furniture, which includes high and low tables, chairs and booths. Items can all be moved around to create an inviting and relaxing environment for student enjoyment.

Ms. Pugh showed the front elevation with the existing two-story wall and the addition of the one story pop out which is 13 feet tall. Glass windows are proposed on the existing wall above the addition. The entire building addition elevation has opaque glass panel on the lower 2 feet with laminated glass above it. There are two light fixtures on both sides of this wall which will be LED lights focused downward.

Commissioner Schulman clarified that the two-foot panel at the bottom cannot be seen through. He suggested raising this a few feet so that students will not be visible from the street level. Ms. Pugh replied that she will discuss this further with the district and clarified that this panel looks like glass on the outside, but it is opaque with insulation and a wall behind it so that no light can come through.

Ms. Pugh again showed images of the Shepard renovation and the 230 square foot addition of the storage room. This storage room is created partially out of the existing entry vestibule and is a small addition overall. The cafeteria is a basic square and will have closets and storage on three sides and windows facing outside. She showed images of the front elevation of this project, pointing out the canopy over the entrance, the storage room and the existing cafeteria, which will be improved. They will also add landscaped planters out front as well as bollards for vehicular issues. She added that the new proposed canopy is 13 feet tall with lettering attached at the top and sticking out slightly. She shared that this canopy and lettering was bid as an alternate option.

Commissioner Bromberg asked how these projects would affect storm water management, particularly at Shepard, which has flooding in the parking lot when it rains. Ms. Pugh replied that the additions and renovations are not taking away any green space and both projects will be in areas that already have concrete pavement. There will be very little change in lot coverage.

Commissioner Bromberg commented that he has no issues with these projects and is fine with waiving the parking and traffic study requirement.

Chairman Berg asked for more details on the bollards at Shepard, and the fencing at Caruso. Ms. Pugh replied that the bollards at Shepard would be gray metal posts in front of the storefront windows of the cafeteria. They will be 3.5 feet tall and 6 or 7 feet apart. The fencing at Caruso will be in 5-foot increments with steel posts acting like bollards to stop vehicular traffic. Chairman Berg suggested that these fence posts be concrete filled facing Montgomery to stop cars.

Commissioner Bromberg confirmed that they are planning to complete the work over the summer to be ready for the next school year.

Chairman Berg and all other Commissioners agreed to waive the parking and traffic study requirement.

Mr. Nakahara reported that the Public Hearing for this matter would be April 11, 2019.

Chairman Berg suggested to the Petitioners' that they give some thought to meeting with the neighbors, as lighting may be a concern. He also suggested that at the Public Hearing they have a plan of specific times or schedules that the illuminated signage will be turned off.

Mr. Nakahara reported that the Village Engineering Department has the plans and are working with the Petitioners. He added that part of the land for the Caruso project is owned by the Park District who sent a letter of support for the project.

Document Approval

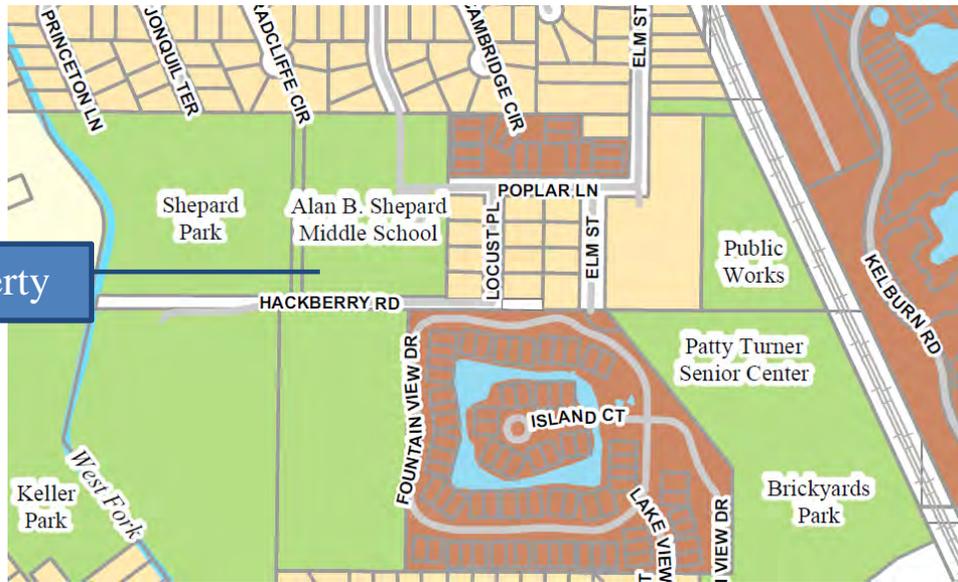
The documents were approved with corrections provided by Commissioner Bromberg.

Items from the Staff

Mr. Ryckaert reported on upcoming Plan Commission agenda items.

Adjournment

Village of Deerfield 2019 Zoning Ordinance Map



Subject Property

	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

Village of Deerfield 2019 Zoning Ordinance Map



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Shepard Middle School

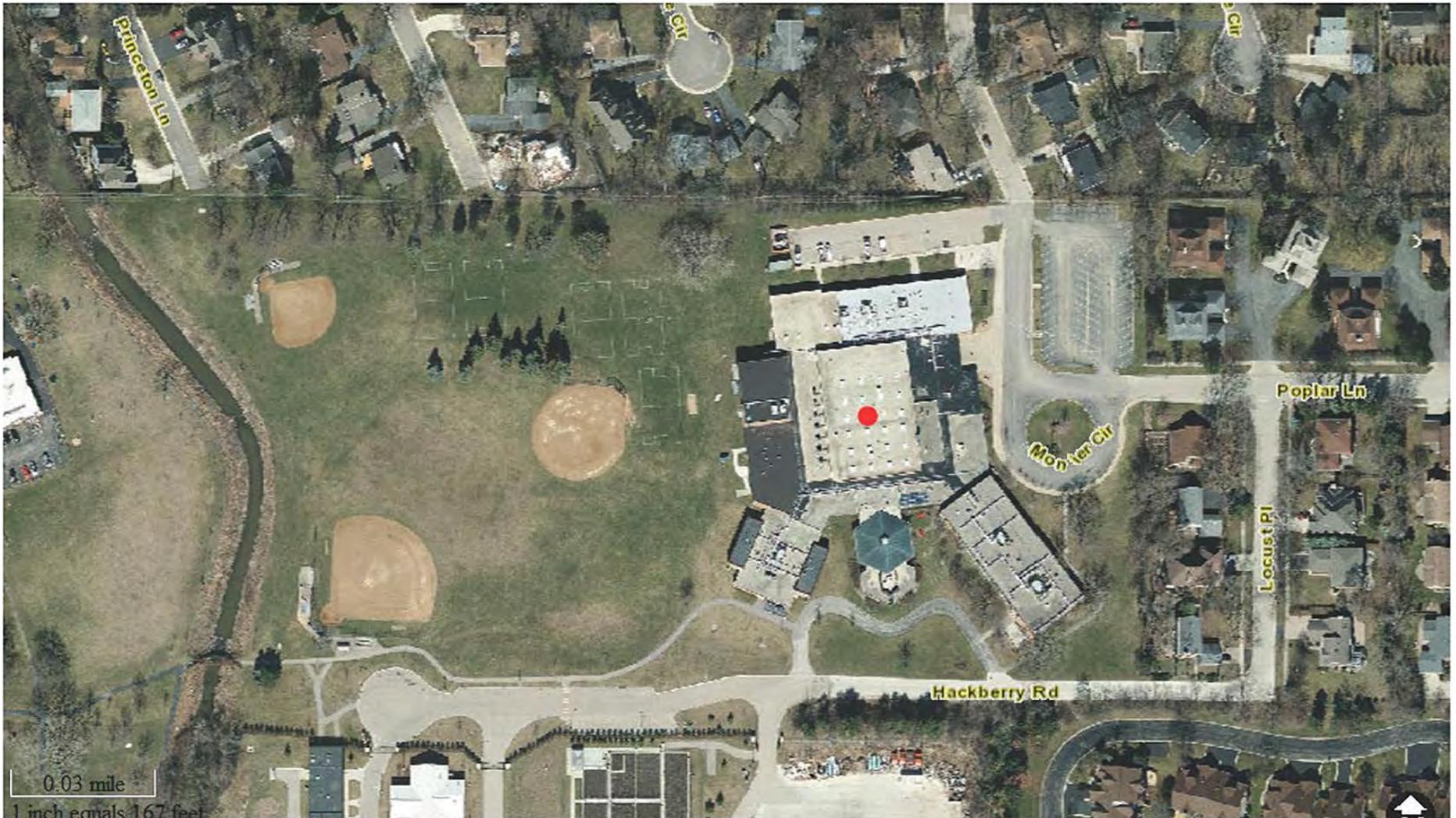


Map created on April 4, 2019.
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Shepard Middle School



Map created on March 7, 2019.

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Caruso Middle School



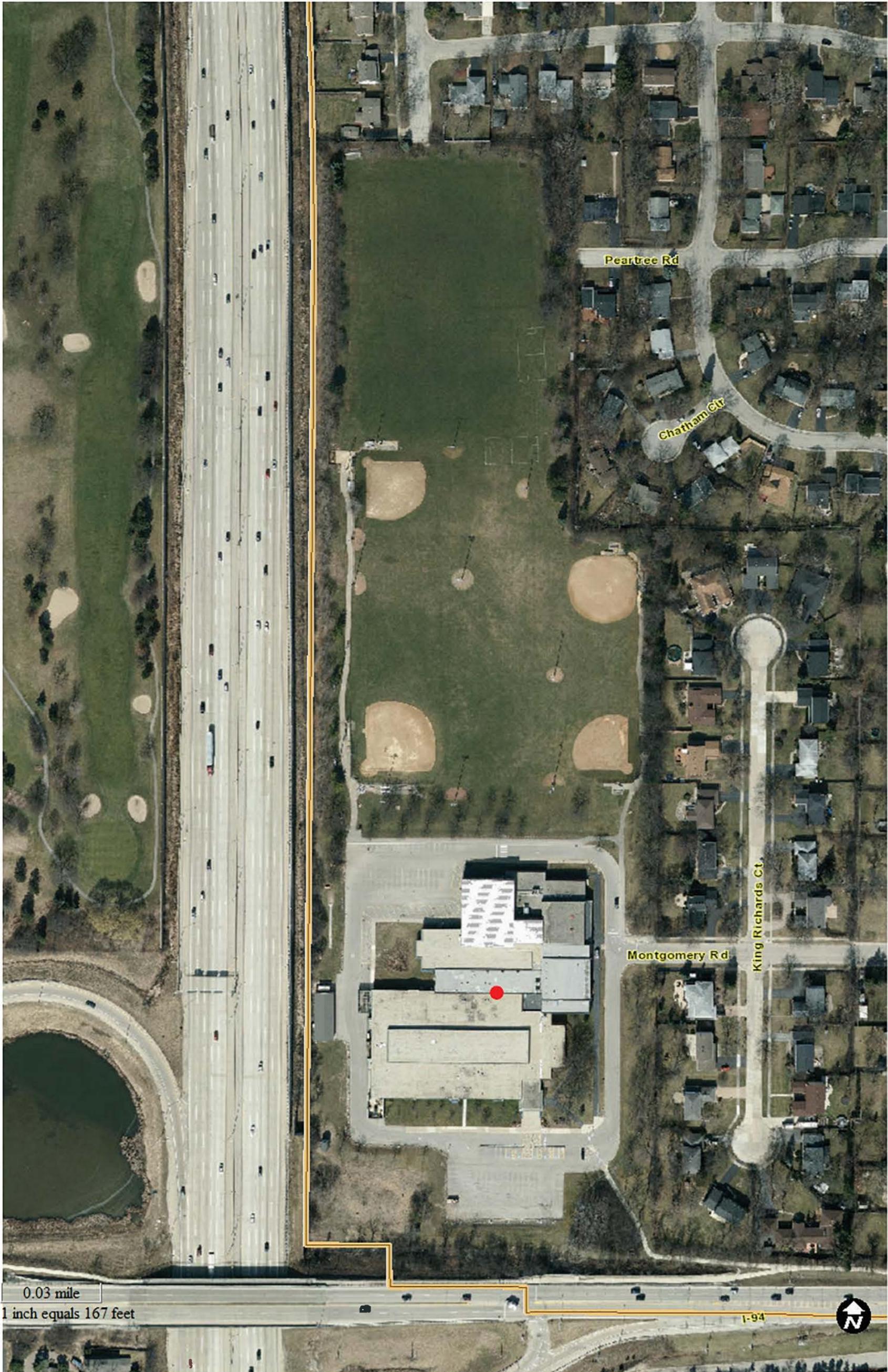
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Caruso Middle School



Map created on March 7, 2019.

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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.