

Appearance Review Commission

Meeting Minutes

April 24, 2023

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A meeting of the Appearance Review Commission was held on Monday, April 24, 2023 at 7:30 p.m. Vice Chairperson Sherry Flores called the meeting to order at 7:30 p.m.

Present were:

Beth Chaitman  
Sherry Flores  
Troy Mock  
Daniel Moons

Absent were:

Lisa Dunn, Chairperson  
Jason Golub  
Amy Schneider

Also Present:

Liz Delevitt, Planning & Design Specialist

Document Approval

Mr. Mock moved to approve the minutes from the March 20, 2023 Appearance Review Commission meeting. Ms. Chaitman seconded the motion. The motion passed unanimously on a voice vote.

Public Comment:

There was no Public Comment on non-agenda items.

Business:

1. Shake Shack, 560 Waukegan Road – Monument Sign Location Change

Brian Fung, Construction Procurement Manager with Shake Shack, explained they would like to relocate the monument sign that was approved at the January 23, 2023 Appearance Review Commission meeting to a new location on the site. He noted the previous location would be blocked by an existing low wall and utility pole, so they propose moving the sign to the north side of the Waukegan Road entrance for better visibility. Mr. Fung explained they performed a flag test and found the visibility was severely limited. Ms. Delevitt noted at the last meeting, the Commissioners suggested moving the sign to the northeast corner of the site. She created a clear sight triangle drawing of the corner location and found the sign would block visibility for drivers exiting Central Avenue.

Mr. Mock is okay with the proposed sign location. Ms. Chaitman noted the original sign location and the corner location do not work. She is okay with the proposed sign location.

Mr. Moons moved to approve the revised monument sign location for Shake Shack as proposed. Mr. Mock seconded the motion. The motion passed by the following vote:

AYES: Chaitman, Mock, Moons, Flores (4)

NAYS: None (0)

#### Items from the Staff:

Ms. Delevitt noted the trucks parking overnight in Deerbrook Mall have gotten worse. She spoke with their property manager who informed her the “No Overnight Parking” and “No Semi-Truck Parking” signs would be installed within the next week to ten days. Ms. Delevitt noted the Dunkin’ Donuts trash enclosure doors have been fixed. She contacted Curaleaf to remove their feather banners.

Ms. Delevitt noted next month she is expecting Deerfield Park District to come back for a final approval of Phase 2 of the Jewett Park renovation. She received drawings from Zengeler Cleaners for a new sign and inquiries from Whole Foods, Italian Kitchen and Portillo’s for exterior improvements.

There is a lot of talk in the community about the Baxter Headquarters property. The property is under contract to be purchased by Bridge Industrial and may be annexed into Deerfield. Residents of the surrounding area are concerned about the number of trucks entering and exiting the property. The Riverwoods Village Board had a number of residents attend their meeting to protest the proposal.

Ms. Delevitt noted Worldwide Liquors is under new Ownership. They plan to clean up their windows and signage to comply with the Village. Another liquor store, Garfield’s Beverage Warehouse, is coming to Cadwell’s Corners. They are trying to get a liquor license that permits product sampling.

#### Items from the Commission:

Mr. Mock expressed concern about the trash enclosure for Starbucks Coffee in Deerbrook Mall being left open. She will reach out and let them know.

Ch. Flores noted the Brunch Cafe signage was installed on a raceway. Ms. Delevitt explained she has let the Owner know it has to be corrected. Ms. Chaitman noted they have been asked to stay open later.

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### Adjournment

There being no further business or discussion, Mr. Moons moved to adjourn the meeting. Mr. Mock seconded the motion. The motion passed unanimously on a voice vote.

The meeting was adjourned at 7:57 pm.

The next Appearance Review Commission meeting will be May 22, 2023 at 7:30 pm.

Respectfully submitted,

Jeri Cotton  
Secretary