

**PLAN COMMISSION
VILLAGE OF DEERFIELD
Minutes**

The Plan Commission of the Village of Deerfield called to order a Remote Workshop Meeting via Zoom at 7:30 P.M. on June 25, 2020.

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

Absent were: Justin Silva

Also present: Jeff Ryckaert, Principal Planner
 Daniel Nakahara, Planner
 Andrew Lichterman, Assistant Village Manager

Chairman Berg reported that pursuant to recently adopted amendments to the Illinois Open Meetings Act included in Public Act 101-0640, public bodies may hold virtual public meetings without a quorum physically present.

On March 16, 2020, Village President Harriet Rosenthal issued a Declaration of Emergency pursuant to the authority granted by the Village Code, the Illinois Municipal Code, and the Illinois Emergency Management Agency Act to address the health threat posed by the COVID-19 pandemic. On May 29, 2020, Governor Pritzker issued a Disaster Proclamation that declared in-person attendance at public meetings of more than ten people at the regular public meeting location to be infeasible, in accordance the amended Open Meetings Act.

On June 15, 2020, Village President Rosenthal executed a written determination that given the on-going emergency associated with the COVID-19 pandemic, in-person meetings of the Village Board and other public bodies are not practical or prudent at this time and until further notice.

In accordance with the Governor's Disaster Proclamation and the Village' President's Declaration of Emergency and Determination regarding meetings of the Village Board, Chairman Berg stated that in-person meetings of the Plan Commission are not practical or prudent at this time and until further notice.

Chairman Berg stated that anyone wishing to share public comment any matter concerning the Village may do so by submitting an email to plancommissioncomment@deerfield.il.us prior to the meeting. Emails received will be read aloud during Public Comment. Any emails received during the meeting will be read during the second public comment before the end of the meeting. Chairman Berg asked that emailed response is limited to under 200 words to allow time for others to be heard and for the Plan Commission to progress through the public meeting agenda. In addition to written Public Comment, oral comments will also be permitted. Members of the public desiring to make an oral comment should click the "raise hand" button on Zoom or dial "*9" if participating by phone to indicate if they wish to speak." Chairman Berg stated that the Plan Commission typically does not immediately respond to public comments or engage in open dialogue, but they will actively listen to comments.

In accordance with the Open Meetings Act, at least one representative from the Village will be present at Village Hall and the virtual meeting will be simulcast at Village Hall for members of the public who do not wish to view the virtual meeting from another location. Pursuant to the Executive Order issued by the Governor, no more than 10 people may gather at Village Hall for the meeting. Accordingly, the opportunity to view the virtual meeting at Village Hall is available on a first come, first-served basis. The Plan Commission will comply with all other requirements including public comment and posting the meeting agenda, which can be found on the Village website at www.deerfield.il/us/agendacenter.

Public Comment on a Non-Agenda Item

Mr. Ryckaert reported that there were no written comments from the public on a non-agenda item received via email to this point.

Mr. Lichterman reported that there was no one present at Village Hall for public comment.

Mr. Nakahara reported there was no one raising their hand for oral public comment via Zoom.

WORKSHOP MEETING

1) Prefiling Conference on the Request for an Amendment to the Carson's Special Use for Renovations to the Carson's Restaurant at 200 Waukegan Road

Chairman Berg swore in all who plan to testify before the Commission on this agenda item.

Mr. Steve Kolber of Kolbrook Design stated that he is the project architect and will provide an overview of what they are proposing at this time which is very different from their initial proposal a few months ago. They made many adjustments and now fully comply with all requirements. The new design changed the layout and aesthetics but kept the same building footprint.

Mr. Kolber reported that they would no longer be pushing the building footprint out in front (into the building setback). The new exterior will have contemporary clean edges. He noted that they presented to the Appearance Review Commission (ARC) this week and received positive feedback on the aesthetics and exterior. The existing gables will remain and be enhanced with stone and panels. They will also be painting the brick white and maintaining the outdoor patio which was not in the previous proposal.

Mr. Kolber displayed images of the project plans highlighting the volume and the materials that will be used. He pointed out the new carry out window and stated that the bar and interior is all completely redesigned. The building exterior will remain but will be enhanced. The interior will be completely redone, and the kitchen will be rebuilt.

Mr. Kolber showed images of the elevations. He pointed out the new second floor office area and trash enclosure which will be underneath the offices. Currently there is no trash enclosure, but in the new design the trash will be completely enclosed. He pointed out the new access area for larger equipment as well as the added screening panels that will shield rooftop equipment that is currently visible. He stated that the ARC asked for additional drawings showing the new roof panels and screened rooftop equipment. Mr. Kolber showed renderings of the new front entry as well as the bar area.

Mr. Kolber showed the site plan and reiterated that they are not pushing the building out and they are keeping the existing building footprint and building line. He stated that they will be improving the traffic flow for convenience for curbside takeaway. There will still be parking on the north and south sides as it is now. They will be creating angled parking with one way traffic so that curbside pickup customers can line up or park nearby. They will also be reducing the number of light fixtures by about half. The old lighting system will be replaced with LED lights which will meet all photometric requirements.

Mr. Kolber displayed images of the elevation facing east, west and south elevations. He pointed out the patio on the east elevation, which will be enhanced with a new planter curving around the corner of the building to tie the building elements together. The exterior will also be enhanced with new stone, painted brick, new roof shingles, and roof panels.

Mr. Kolber showed the interior floor plan and noted that they plan to push the kitchen out to what was dining space. The kitchen will be completely new and redone. The service aspect will be more than half of the building. The dining rooms remain similar and there will be one new table added to the restaurant.

Mr. Kolber showed images of the new roof screens to shield views of rooftop mechanical equipment which include air units that are currently very visible. He also showed the photometric plan for the new parking lot lighting and stated that the plan meets all requirements of the lighting ordinance.

Chairman Berg asked for comments or feedback from the Commissioners.

Commissioner Jacoby confirmed that the outdoor fireplace will remain in the same location.

Commissioner Keefe asked if the second floor office addition will be accessible. Mr. Kolber replied that it will not have an elevator and will not be accessible. It is intended to only be used by restaurant owners Dean and Chris Carson. It is under the square footage that would require an elevator.

Dean Carson addressed the Commission stating that he and his brother are the owners of the successful restaurant. He stated that they have a large lot and building with a 97,000 square foot lot and 9,000 square foot building. They are only adding one table in seating and 70 percent of the interior building will be for kitchen space. He commented that they have a huge parking lot and have never had any parking or traffic issues. Mr. Carson stated that he would like to share more information with the Commission about curbside pickup. They will have a curbside pickup window, or convenience window, however it is not a drive-thru. Mr. Carson stated that curbside service is here and is not going away and he would like to enhance the experience for his staff and customers. He stated that previously about 30 percent of their business was carryout business and he anticipates moving forward it could be 50 percent or more.

Mr. Carson stated that while their business was 100 percent carryout due to state order, they have felt very fortunate and grateful to the community for the support. He shared that they have been busy, and he has been able to keep nearly all of his workforce employed. Mr. Carson stated that they take carryout orders online and when customers arrive at the restaurant for pickup, staff bring orders to cars. He added that previously the restaurant dining room would typically be full every night and that the carryout business grew organically. He commented that

even at their busiest times for carryout and dining in, they have had no traffic issues. Mr. Carson stated that an issue with curbside pickup which they wish to improve upon is staff running around the parking lot looking for customers to match with their order. The purpose of the new angled parking and one way traffic is to help curbside pickup customers get in line which will be better for staff and customers. He reiterated that they will not take orders on site and it is not a drive-thru. With the large parking lot they can stack dozens of cars in line if needed and the only purpose is to service them in an orderly way. The added window will be a place for customers to check in and for staff to greet them.

Chairman Berg asked for comments and feedback from the Commissioners.

Commissioner Jacoby asked the Petitioners to explain the new signage and where it will be located for curbside pickup. Mr. Carson replied that cars will pull in on north side, head west, go behind the building, head east and arrive at the curbside pickup window. They will have small, not illuminated signs throughout the parking lot to direct cars. They will also replace the business name ground sign, but it will be the same size and in the same space. Mr. Kolber pointed out the location of the new informational signs on the site plan.

Commissioner Goldstone confirmed that the entry will still line up with the traffic signal. Commissioner Goldstone asked if there will be certain hours that the pickup window will be used and if there will be speakers. Mr. Carson replied that there will be no speakers and no menu board as there will nothing made to order on site. He shared that the average carryout order is around \$75. He stated that the hours the window is used will be driven by sales. In the past they have not done carry out for lunch because there has not been enough business to warrant it but that may change. He hopes to do a great deal of carryout business and will have the window open at all times the restaurant is open if it is warranted.

Commissioner Goldstone asked Mr. Carson if he still plans to close the restaurant for 30 days to complete the construction work. Mr. Carson replied that they still plan to close for 30 days although this is something he is very sensitive about as he has dozens of people working there and he wants to minimize this as much as possible. He commented that he is confident that the outcome will be worth it.

Commissioner Bromberg commented that he is glad to hear that the restaurant has done well over the last few months. He asked how the pickup window will be used and if cars will stop at the window first and then wait in a parking space. Mr. Carson replied that typically customers arrive a few minutes early for food pickup and that they can check in at the window and then wait in the parking lot or in a line of cars. An employee at the window may direct them to a parking space and then their order will be brought out to their car. The window is there for the customers to say they are there and to keep things personal between staff and customers.

Mr. Nakahara stated that Carson's is requesting a waiver of the parking and traffic study. All commissioners agreed to waive the parking and traffic study.

Mr. Ryckaert reported that the Public Hearing on this matter will be July 23, 2020.

2) Prefiling Conference on the Request for Approval a Class A Special Use to Permit the Establishment of a Medical Office for NorthShore Center for Oral and Facial Surgery at 700 Osterman Avenue in the C-1 Village Center District

Chairman Berg swore in all who plan to testify before the Commission on this agenda item.

Dr. Walter Tatch stated that he is an oral surgeon and owner of NorthShore Center for Oral and Facial Surgery. Dr. Tatch reported that NorthShore Center for Oral and Facial Surgery has been in business for close to 20 years. Oral surgeons require an additional six years of education after dental school and the field includes many procedures. He currently has two surgery centers located in Gurnee and Libertyville. He has many patients in Deerfield and the surrounding area and is seeking to open a satellite office in Deerfield. As a satellite office it would be open four days a week and closed on the weekends.

Dr. Tatch shared that they plan to do no exterior work to the building, all work will be on the interior. The build out will be to make the interior a medical office and surgery center. He is seeking a Special Use Permit and waiver on the parking and traffic study. Dr. Tatch reviewed his request relative to the Special Use criteria and noted that this type of use is not new to this area with a dental office in close proximity. Dr. Tatch stated that they will not modify the exterior aside from signage which is not yet available for review as they are early in the project. The sign will say "NorthShore Center for Oral and Facial Surgery and Dental Implantology". He hopes to have the signage plans ready for the Public Hearing.

Dr. Tatch stated that the lot is of sufficient size for this use. The building will have one or two doctors on site and a med spa. He shared that he has a dedicated patient population from Deerfield that travels to Gurnee and Libertyville and he has wanted a Deerfield office for years. He stated that they will provide some retail service with med spa products. It will benefit the neighborhood as orthodontists and dentists close by will benefit from referrals.

Dr. Tatch stated that there are 25 parking spaces and based on the number of employees, doctors and patients, they would not use more than 15 spaces at any given time. The property is zoned C-1 retail which requires more parking than medical use would. Due to the low demand for parking, the petitioner is asking for a waiver of the parking and traffic study.

Dr. Tatch stated that there will be no peak times. They typically see one patient every hour for services and appointments are scheduled in advance.

Commissioner Bromberg asked if the building is currently vacant. Dr. Tatch replied that it is partially vacant. Commissioner Bromberg stated that he is fine with waiving the parking and traffic study.

Commissioner Schulman asked if they will be taking over Representative Julie Morrison's space. Dr. Tatch replied that the contract has not yet been finalized and he is not sure. Her lease will be up at the end of the year and his current plans could include her or could exclude if she chooses not to stay in the building. He stated that his business will be happy to use the entire building if possible. Commissioner Schulman agreed that he is fine with waiving the parking and traffic study. Commissioners Goldstone, Jacoby and Keefe agreed to waive the parking and traffic study.

Commissioner Keefe commented that this is a good use as the building is underutilized.

Chairman Berg asked staff if there are any concerns regarding hazardous waste disposal or if a special dumpster is required for this. Mr. Ryckaert replied that he is not aware of any Village requirements, but he will look into this for the Public Hearing. Dr. Tatch reported that there is a

special service that picks up all biohazard materials. It is stored in special containers provided by this company. His business has used Stericycle for this service for many years. It is picked up two to three times a week and Stericycle staff enters the building and removes the special containers, it is never stored outside. Dr. Tatch anticipates that two pickups a week will be adequate.

Chairman Berg commented that this is a great use and he agrees that the building has been underutilized. He agrees to waive the traffic and parking study.

Mr. Ryckaert reported that the Public Hearing on this matter will be July 23, 2020.

3) Prefiling Conference on the Request for a Text Amendment for an Animal Hospital as a Special Use in the C-1 Village Center Zoning District and a Special Use for a Proposed Animal Hospital to be Located at 711 Waukegan Road

Jamie Root and Dr. Jay Nordstrom with River Trails Animal Hospital, Justin Opitz from Gewalt Hamilton and Ken Just with RWE Design Build,

Chairman Berg swore in all who plan to testify before the Commission on this agenda item.

Ken Just of RWE Design Build addressed the Commission and stated that they are seeking a Special Use for a veterinary clinic in the old Blockbuster space in downtown Deerfield. River Trails Animal Hospital is currently located in Riverwoods and is looking to move to Deerfield. They have a great deal of current clients located in Deerfield. There will be no exterior modifications except for signage and there will be no change in parking configuration.

Mr. Just displayed the preliminary site plan. He commented that the building has been vacant for quite a while and they believe this will be a good use. Mr. Just explained that the interior will be designed as a typical animal hospital which his company is very experienced in designing. There will be five exam rooms for surgery and treatment and a reception and waiting area. They will have day boarding for procedures but not overnight boarding. He stated that they may need to obscure some windows so that exam rooms cannot be seen in from the outside.

Chairman Berg asked for comments and feedback from the commissioners.

Commissioner Goldstone asked the Petitioner to point out where the entrance is. The public entrance is at the northwest corner of the building.

Commissioner Schulman confirmed that the buildout does not extend over the current property line.

Commissioner Bromberg asked where a dog might go to the bathroom if they have to go when they arrive. Mr. Just replied that this should not be a problem as there is a condo rental building located close by as well where pets live. He added that he has designed many animal hospitals, and many have no green space or grass and he has never seen this be a problem. Mr. Just showed a map of where their current clients reside showing that this new location is very central.

Chairman Berg asked for more information about the windows being opaqued. He asked if the windows would look different in daylight as he is concerned about them appearing boarded up.

Mr. Just replied that the windows will be reflective and will not look boarded up. He commented that they have done this at many other animal hospitals and received positive feedback on the appearance. On brighter days they are more reflective. They make it so they cannot be seen in, but they do not appear boarded up.

Dr. Jay Nordstrom addressed the Commission and stated that he owns River Trails and one other veterinary practice. He and his wife have been practicing veterinarians since the early 1990s and bought this practice in 2015. They are doing well in their Riverwoods location, but they currently rent, and the property owner wants to sell the building to Discover, and so they are looking to move to Deerfield and be more central for their clients. They are very excited to be a part of downtown Deerfield.

Traffic Engineer Justin Opitz with Gewalt Hamilton Associates addressed the Commission to review parking and traffic. He stated that there is a lot of parking on this site that is shared between businesses. New traffic counts would not be reliable because demand is not what it will be in the future due to businesses being closed during the pandemic. Overall traffic has dropped around 40 percent although truck traffic has remained the same. Mr. Opitz reported that Walker Consultants completed a comprehensive shared parking study for this location in 2017 for a proposed massage business in this building. Their survey reported that there are over 250 shared spaces and what peak demand is for parking on weekdays and weekends. This reported concluded that weekday and weekend peak in the summer is around noon and demands 217 of the 258 parking spaces. Peak times in the spring demanded 181 of 258 spaces. Mr. Opitz reported that moving forward they can pick up where this study left off and replace the massage business with the animal hospital use when projecting spaces demanded for employees and clients based on the square footage. The animal hospital does not require as much parking as the massage business would have. He stated that parking will be adequately accommodated on site. He will also look at traffic counts which were last conducted in the area in 2017. He will apply growth factors to determine 2020 levels and test how much traffic will be added from this business and how this will affect area. He stated that the added traffic is not expected to negatively influence the signals in the area at all.

Commissioner Schulman asked if they share parking with the bike store behind this location. Mr. Just replied that yes, all parking is shared. Their clients would park by the bank first which is allowed, and staff will park towards the very back.

Dr. Nordstrom added that here will be no boarding or grooming and no afterhours appointments for emergency visits. They will do sick and well visits during the day only and they refer to area specialty clinics for anything they cannot accommodate.

Mr. Nakahara asked the petitioners if the window plans were shared with the ARC and what their comments were. Dr. Nordstrom replied that he was not there, only their sign professional was there and he believes he only shared signage plans and nothing about the windows. Mr. Nakahara stated that the Village has a window ordinance and if than 20 percent of any window is to be covered it must be approved by the ARC. He stated that they will likely have to go back to the ARC to seek approval for this. Mr. Just showed an example of the reflective windows.

Mr. Ryckaert reported that the Public Hearing on this matter will be July 23, 2020.

4) Prefiling Conference on the Request for a Text Amendment for Aesthetician Services and Massage Services as a Special Use in the I-2 Limited Industrial District and a Special Use for These Services in Suite S at 151 S. Pfingsten Road

Chairman Berg swore in all who planned to testify before the Commission on this agenda item.

Jeff Bizar of Bizar Entertainment stated that he has been a successful Deerfield business for 29 years and business has been fantastic up until the past few months. He stated that the event industry and his business has had a bomb dropped on it with the pandemic and they do not expect to have a true event until 2021. His clients are not cancelling, but postponing until spring of 2021. As a result of this he has brainstormed ideas to pivot his business and utilize the space he has. He has talked to the women who work at Bizar and run on site dance classes. Their goal has been to be creative and to service the community.

Mr. Bizar shared that Jodi Glick formerly owned a boxing gym, and her idea was to open a mini spa in 350 square feet of the Bizar Entertainment space at 151 S. Pfingsten Road. Ms. Glick addressed the Commission to provide an overview of the proposal. The mini spa idea would provide services to the clients in yoga, kickboxing, boxing, self-defense, as well as services aimed at healing. Previous boxing clients would be referred to Core Power or Orange Theory for additional fitness and she believes providing this in one location will be beneficial. It is an all in one concept that will also include a mini spa and provide massage and aesthetician work for clients. Her experienced has shown that clients often ask where they can get these services done and that they want everything under one roof. They plan to have a small membership where they know everyone and can maintain a high level of safety. Clients do not want to go to crowded gyms with lots of people classes or to large spas with lots of customers. They are seeking to offer a fitness and spa center where clients can get everything under one roof for fitness and spa and not have to go to all these different places. Their tag line is mind, body and spirit and they will provide all healing under one roof.

Mr. Bizar stated that they have previously been providing dance classes and this will add to their fitness offerings. And in terms of fitness they have talked to others in the development who provide these services to discuss working together. The development already has crossfit, tae kwon do, and personal training businesses. They are friendly with all of them and all are in favor of developing strategic relationships to refer to each other. None of these current businesses provide any spa services and they think this will be a benefit to all of them. Ms. Glick added that providing massage or healing facials at a boutique gym is unheard of. Of the 85,000 square foot building, this will only be 350 square feet. It is a very small space for the mini spa.

Regarding traffic, Mr. Bizar stated that there are 130 spaces and in his 17 years working there he has never seen a traffic problem or complaint. Employees park in the back parking lot which is very large. The maximum clients and staff for the mini spa will add only four people. He is confident this use will not add any strain on parking as the lot is very large.

Mr. Bizar reviewed their request regarding the Special Use standards. On neighborhood affect, they feel the services provided will be a benefit to the neighborhood. There will be no effect on utilities and no change in buffering. They are requesting a Special Use Permit to add this mini spa in only 350 square feet for their current space. They already provide some fitness classes in their large dance studio which has shown to be compatible with the existing development. Mr. Bizar stated that they expect a maximum of nine people, employees and clients to be there at a

time. He concluded that they believe this is a great service to provide in Deerfield post pandemic.

Tricia Trackman stated that she owned a spa business in Highland Park for 20 years and has now moved into the consulting end of the industry. She will further explain the business concept for the mini spa. She stated that it is a very simple and clean concept to provide healing services. They will offer reiki as well as regular facials, body treatments with scrubs and warm towels, reiki massage, deep tissue massage, and other basic massage services. They will have an aesthetician and massage therapist on staff and will stagger hours. They will never have additional people outside of the employees and clients there to receive services in the space. For safety they will extend the time in between appointments by 30 minutes to allow customers to take their time leaving and for staff to sanitize for the next client. They will never have a barrage of people in and out. It will be an organized system of bringing people in and out. Due to this and being so few people at a time they will not have any issues with parking. Many clients will already be there working with a fitness trainer or taking a class.

Mr. Bizar added that this concept is unique and offers what some large gyms have but in a boutique concept. They see it being a unique specialized wellness center for the community.

Ms. Trackman commented that in her industry the biggest concern is whether people will be comfortable patronizing spas again as they do not want to go into a crowded place and worry about feeling uncomfortable or unsafe. This concept fits with what is currently happening, and they feel that people will appreciate it and feel safer and that it will benefit the community.

Chairman Berg asked for comments and feedback from the commissioners.

Commissioner Jacoby asked how customers will be called for appointments and whether there is a reception or waiting area. Ms. Glickman commented that after an appointment is made the customer is told to arrive exactly on time and will be escorted in directly to the service suite. Ms. Glickman noted that there is not a waiting area and they will not come straight into the building; they will receive a text message on their phone when they are ready to be received. The door will have a doorbell and they will not take walk ins. Additional safety measures in place will be the use of a thermometer and health questionnaires that are all recommended by the State of Illinois. Commissioner Jacoby asked where the restrooms are located. Mr. Bizar stated that there are two restrooms in the main hall.

Chairman Berg asked what the maximum number of people would be in the facility at any given time. Mr. Bizar replied that 13 people would be the maximum total. This would include 8 fitness class participants and a teacher, an aesthetician with a client and a massage therapist with a client. That is the maximum total assuming a class is full and both services are booked at the same time. Chairman Berg confirmed that 8 is the maximum class participation size. Mr. Bizar added that the dance room is large and allows for social distancing easily.

Mr. Ryckaert reported that the petitioners are asking for a waiver of the parking and traffic study. All commissioners agreed to waive the parking and traffic study for this petitioner.

Mr. Ryckaert reported that the Public Hearing on this matter will be July 23, 2020.

Items from the Staff

Mr. Ryckaert reported on upcoming Plan Commission agenda items. The next meeting will be July 23, 2020. There will be no meeting on July 9, 2020.

Designation of Representative for the next Board of Trustees Meeting

Chairman Berg will attend the July 6, 2020 Board of Trustees Meeting which will be held via Zoom.

Public Comment

Mr. Ryckaert reported that there was no public comment via email received during the meeting. Mr. Lichterman reported that no one was present at Village Hall for public comment. Mr. Nakahara reported that there were no Zoom participants requesting oral public comment.

Adjournment

There being no further discussion, Commissioner Bromberg moved, seconded by Commissioner Schulman to adjourn the meeting at 9:19 P.M. The motion passed the following vote.

Ayes: Bromberg, Schulman, Goldstone, Jacoby, Keefe, Berg (6)

Nays: None (0)

Respectfully Submitted,
Laura Boll