MEMORANDUM

TO: Plan Commission

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

DATE: July 21, 2017

RE: Prefiling Conference for rezoning, amendment to comprehensive plan, and a residential planned unit development (PUD) to permit a workforce housing development on the subject property (Zion Lutheran Evangelical Church, Brinshore Development LLC, and Housing Opportunity Development Corporation).

The purpose of a prefiling conference is for the Plan Commission to give the petitioners some direction, feedback and input on their proposed plans.

**Subject Property**

The subject property consists of Zion Lutheran Church at 10 Deerfield Road. The subject property is zoned R-1 Single Family Development and is developed with a church building, parking lot, and parsonage. Places of worship are a Special Use in the R-1 zoning district. The subject property is 8.85 acres in size.

**Surrounding Land Use and Zoning**

North: R-2 Single Family Residential District, single-family homes
South (across Deerfield Road): R-1 and R-2 Single Family Residential District, single family homes and Elysian Way 7-lot subdivision
East: (across the Middle Fork of the West Branch of the Chicago River in Highland Park): R-5 Single Family Residential – Moderate Density & R-6 Single Family – Medium Density Zoning district, single-family homes
West: R-1 Single Family Residential District, single-family homes

**Proposed Plan**

The petitioner’s new plan is for 25 units in two buildings. Half of the units of the units would be affordable housing, and the other half would be for people with disabilities. The paragraphs below describe the new proposal.

The petitioners are proposing to develop the property with workforce housing apartments and special needs housing apartments. The development will be known as Zion Woods. The petitioners are proposing two buildings. Each building will be 2-stories. A total of 25 units are proposed in the two buildings. The unit mix will consist
of 15- one-bedroom units, 7- two-bedroom units, and 3- three bedroom units. The unit sizes will ranges from 620 sf for a one-bedroom apartment to 1,120 sf for a 3-bedroom apartment. Unit amenities will include in-unit washer/dryer, hard-wired internet, energy efficient appliances, and vinyl plank wood flooring. Unit interiors will have a focus on energy-efficiency, water conservation, and a healthy interior living environment. Materials will be of recycled content where possible and finishes will be low or no-VOC, and be durable and easily maintainable. The project will be designed to achieve the Enterprise Green Communities certification, which includes using sustainable features such as: Energy Star certification, Energy Star appliances, low-flow water fixtures, high efficiency lighting, native landscaping, environmentally preferable flooring, and operating a smoke-free building.

Project amenities will include a management office, tot lot, secure bicycle storage, community garden plots for all residents, and a picnic area with grills. Ten (10) percent of the units will be made accessible for tenants with physical disabilities. The petitioners’ materials include floor plans for each level.

The building elevation drawings show that the building façade will consist of masonry, fiber cement siding, aluminum-clad wood windows with stone sills, asphalt shingle roof, board and batten entry ways. The AC condenser units will be screened with an opaque fence enclosure and the trash and recycling enclosure will be composed of brick to match the residential structures.

The site plan indicates there will be a total of 112 at grade parking spaces that will be serve the proposed apartment buildings and the church.

The proposed development seeks to provide an affordable residential option targeted for Deerfield and the workforce currently in Deerfield. The petitioner’s material indicate that nearly half of current renters and over 35% of current homeowners in Deerfield pay more than they can afford for housing (based on federal guidelines). The range of rents will vary but the majority of the rents at the proposed development will range from $760/month for a one-bedroom unit to $1,050/month for a three-bedroom unit as indicated in the Affordable Rental for Deerfield Residents section of the petitioner’s material. The petitioner has indicated this development will allow those residents with ties to the community to remain in Deerfield in spite of changes to their financial situation, which may result as a: change of career; marital status; or medical issues. They have also indicated this housing will also be attractive to recent college graduates in the early stages of their careers who may have grown up in Deerfield and would like to stay close to family as they finish post-college degrees or take internships to explore various career environments. The proposed development also seeks to provide high quality housing near employment centers that are appropriately priced to meet the needs of local workers. The proposed development will have supportive housing targeted for people with a variety of disabilities who are able to live independently. The
petitioner’s material indicate that management will link with social service agencies that will provide support services to aide residents with their day to day activities as needed.

As a result of the proposed development, the petitioners have indicated that the land will remain off of the tax rolls as it currently is, but the improvements on the property will be added to the property rolls. The petitioner’s material indicate that the property will pay taxes as required by the County, including impact fees to Deerfield taxing bodies.

The petitioner’s material indicate that they have been in contact with Michael Lubelfeld, Superintendent of District 109, and he has confirmed that the district does not have any overcrowding concerns nor do they have any opposition to the proposed housing development. The petitioner has also spoken to the Superintendent of District 113, who also stated that they foresee no overcrowding concerns.

Village Staff has asked the petitioners for a detailed written description of the proposed use at this location. Please see the petitioner’s written materials for more detailed information on the plans for the proposed development.

**Storm Water Management**

The site has a variety of flood conditions as mapped by the Federal Emergency Management Agency (FEMA). To overcome these significant conditions, the developer has employed several strategies. There will be no new construction within the floodway. The existing parsonage currently sits in the floodway and will be removed as part of this development, and will improve the floodway condition of the property. The proposed development will have a compensatory storage basin at the north end of the site to replace the volume of water within the flood plain that will be displaced by the proposed building and site improvements. The petitioner has indicated that the depth of the proposed compensatory storage basin and storm water detention basin will be four (4) feet. The site will also be served by a new storm drainage system of catch basins and piping to collect storm water to a new detention basin at the south end of the site.

The storm water management areas will be naturally landscaped with appropriate vegetation to create natural wildlife habitats. The remainder of the site will be landscaped with drought-tolerant, native landscaping and grasses. The storm water management areas will feature an overlook created at the south end of the property with a walking path.

Recently a neighbor living across the creek in Highland Park sent the Village an email (attached) regarding concerns about storm water. That email has been forwarded to the development team.
Utilities

The proposed development will be served by the Deerfield water system for both water and fire protection. Two new fire hydrants will be installed as part of the development. The proposed development will connect directly to the existing sanitary sewer line that runs immediately east of the proposed buildings. Gas and electric service are available to the site. Storm water was explained in the Storm Water Management section above.

Landscaping

As part of a preliminary development plan, the petitioners are required to provide a landscaping plan for the subject property. There is an existing tree line along the north, east, and a portion of the west property line. The petitioner’s plans indicate that they will provide shade trees around the storm water detention facility and compensatory storage facility as well as to the north of the building. The detention and compensatory storage facility will be landscaped with a grass seed mix and natural plantings. The plans also indicate that evergreens, shade trees, and meadow grasses will be planted on a landscaped berm (ranging 4 feet to 6 feet in height) at the west property line. A variety of landscaping will be provided around the perimeter of the building consisting of ornamental trees, shade trees and shrub plantings and the unpaved areas of the subject property will have lawn grass. Please see sheet L-1.0 and L-2.0 of the petitioner’s booklet for their landscape plans and planting palette.

Landscaping of Parking Lot

The petitioners would be required to provide permanent screening at least 5 feet high adjacent to the parking areas consisting of a planted earth berm, or densely planted evergreens, shrubs, trees, or a combination of both. The petitioners have provided this required screening of the parking lot as shown on the landscape plan (landscaping provided on top of a 4 to 6 foot high berm). The petitioner’s landscape plan shows this screening consists of evergreen, shade and ornamental trees and shrub plantings.

Tree Preservation

The Village’s tree ordinance applies to residentially zoned properties. Any tree over 8 inches in diameter at 4 ½ feet above the ground is considered to be a protected tree. The petitioners would be required to replace (mitigate) the protected trees they remove. The amount of tree replacement is dependent upon the species and condition of the trees to be removed as outlined in the Village’s tree manual. The trees to be removed are shown with an “X” on the Tree Preservation Plan, LT-1.0. The petitioner’s tree plan preservation plan indicates that the total caliper inches of tree mitigation under the conceptual plan for the site is 282 inches (approximately 37 trees to be removed) and the petitioner proposes to replace 284 caliper inches with 81 new trees.

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**Lighting**

The parking lot will be lit with nine, 20-foot tall bronze poles with a single fixture. Light fixtures will shield light sources and light will not spill onto adjacent residential properties. Residential scaled security and convenience lighting will be near the entries and all light fixtures will have a similar finish to the parking lot lighting.

**Signage**

The petitioner is proposing install an externally illuminated, two-sided monument sign at the east side of the main driveway. The sign will be 3'-8” tall and 7’-4” long and have the Zion Woods text with a logo. The ground sign consist of brick masonry with a cast stone base and cap with a metal Zion Woods logo. The text Zion Woods will be in metal.

There is an existing ground sign for the church on the west side of the main driveway that will remain.

**Vehicular Access**

Access to the development will be from the existing access point on Deerfield Road. Zion Driveway is a two-lane private driveway that provides access to the Zion Lutheran Church. Although there is no stop sign currently provided, the driveway operates as a stop controlled approach. The driveway is a full access driveway.

A single lane drive that runs along the west side of the church and parallel to the property line functions as a service road. The service road is approximately 11’ wide and can only serve one vehicle in either direction.

The petitioners have provided a traffic impact study conducted by V3. Pages 4 through 8 of the report describe the existing roadway conditions and traffic volumes on nearby roadways. Figure 5 on page 9 shows the existing peak traffic volumes. Table 1 on page 10 indicates the projected peak hour trip generation for the proposed Zion Woods development, and Figure 6 on page 12 shows the projected directional distribution of the traffic generated by the proposed Zion Woods development. Figure 8 on page 14 shows the future traffic volumes, which includes both traffic generated by the proposed Zion Woods apartment development and the traffic volumes that are estimated for the year 2020. The petitioners have conducted a level of service delay study at the Deerfield Road and Heather Road/Carlisle Avenue signalized intersection and the unsignalized intersection of Deerfield Road and Zion Driveway. Table 3 (intersection of Deerfield Road and Heather Road/Carlisle Avenue) on page 16 indicates that there are no anticipated level of service concerns in the future with project conditions at that intersection. Table 4 (intersection of Deerfield Road and Zion Driveway) on page 16
indicates that although delay increases slightly in background condition with the southbound approach there are no anticipated level of service concerns in the future with project conditions at this intersection. The traffic impact study points out that the existing roadway system will handle the additional traffic generated from this development that both intersections will operate at an acceptable level of service with the additional development trips.

**Public Transportation**

Currently, Pace bus operates fixed bus routes along Deerfield Road and provides weekday and Saturday service between Highland Park and Northbrook. This route provides service to the Metra UP-North Line Highland Park Station, Metra Milwaukee District-North Line Deerfield Station, Deerbrook Shopping Center, Northbrook Court and Crossroads Shopping Center. The Metra UP-North Line Highland Park Station is located east of the proposed development while the Metra Milwaukee District- North Line Deerfield Station is approximately one mile to the west of the proposed development.

**Deerfield Road Regional Bike Route**

A few years ago, Deerfield Road was designated a regional bike corridor by the Northwest Municipal Conference. Also, the south side of Deerfield Road is part of Deerfield's designated bike route in the Village's Comprehensive Plan (see attached). The Zoning Ordinance requires that, where appropriate, all major development projects have to provide for bicycle storage, safe and smooth internal circulation, and connections to adjacent developments and bike paths. The development has paths that lead to the Deerfield Road sidewalk. Secured bike storage is provided inside the building for the proposed development. There are existing pedestrian cross walks on the north, west and south legs of the Deerfield Road and Heather Road/Carlisle Avenue signalized intersection.

**Deerfield Road Reconstruction Project**

The Deerfield Road reconstruction project was completed in early 2017. The scope of work involved a full reconstruction of the roadway, traffic signal reconstruction, water main replacement, storm/sanitary sewer replacement, and an improved sidewalk along the south side of Deerfield Road. The new sidewalk will provide a four-foot buffer zone between vehicular and pedestrian traffic. The underground gas main upgrade occurred in 2014. In 2015, above grade work will be done for ComEd, AT&T and Comcast.

Currently the Village of Deerfield Road is the owner of Deerfield Road but the Village will be handing ownership over to Lake County sometime later this year. Once the jurisdiction of Deerfield road is handed over to Lake County, the Village will retain permitting authority and general maintenance (plowing, minor repairs, etc).
Workforce Housing

Workforce housing is affordable housing for middle-income people who will fill jobs in fields as diverse as teaching, law enforcement and health care, especially at entry-level salaries.

Workforce housing helps people live near their workplaces so they enjoy reduced commuting times and transportation costs. Workforce housing may help local employers attract and retain the people who maintain the health of the business sector, keep the community safe, and who teach at our schools. Providing adequate affordable housing for people so they do not have to expend huge portions of their income on housing or spend hours commuting to their jobs is a challenge facing many communities across the United States.

The current language in the Comprehensive Plan indicates that the Village is open to affordable housing if the opportunity exists to provide some affordable housing in the Village. Since the inclusion of the affordable housing section in the Village's Comprehensive Plan, the Village has had very few opportunities to provide affordable housing in the Village.

Workforce Housing Background

Background on the past discussions of workforce housing by the Village is on the Village’s website. If you would like to review background information on this issue, please go to Government → Departments → Community Development → Planning Division → Workforce Housing

Village of Deerfield Comprehensive Plan - Housing

The following section is from the Village’s Comprehensive Plan:

3.3 HOUSING

The purpose of this element of Deerfield’s Comprehensive Plan is to document the present and future housing needs within the Village of Deerfield, including affordable and special needs housing. The condition of the local housing stock has been considered in developing the strategies, programs, and other actions to address Deerfield’s housing needs, and provide current and future residents with a range of housing options.
AFFORDABLE HOUSING

Given the full development of the Village and the derogation of local land use planning and zoning powers provided by the Affordable Housing Planning and Appeal Act, 310 ILCS 67/1, et seq. (the "Act"), it is determined that compliance with the Act is impractical and not in the best interests of the Village; therefore, pursuant to its home rule powers, the Affordable Housing Planning and Appeal Act, 310 ILCS 67/1, et seq., will not apply within the Village of Deerfield and shall be superseded within the Village by the Zoning Ordinance and Comprehensive Plan of the Village of Deerfield.

The Village recognizes the need for affordable housing within the Village and the region in which the Village is located and will give due consideration to those needs and to the opportunity to accommodate new affordable housing options within the Village when opportunities are presented to develop or redevelop significant parcels for residential uses in the Village of Deerfield. The enforcement of federal and state fair housing laws shall be and remain a priority for the Village.

**Goal:** Maintain the variety of the existing housing stock and supplement it in suitable locations with safe, well-constructed housing of a density*, scale* and character compatible with adjacent housing.

<table>
<thead>
<tr>
<th>Objectives</th>
<th>Policies</th>
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<tr>
<td>Help maintain the desirability of Village neighborhoods.</td>
<td>Encourage maintenance of the existing housing stock.</td>
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<tr>
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<td>Endeavor to increase the variety in the housing stock, so that there will be types and prices of housing to satisfy the needs and preferences of a wider variety of residents, while maintaining the single-family dwelling as the basic form of housing unit in the Village.</td>
</tr>
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<td>Protect residential areas</td>
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from incompatible uses through effective land use controls, proper screening and buffering.

Maintain streets, parkway trees, sidewalks, street lighting and other community facilities in good condition.

Encourage good architectural and site design, individuality and character in new housing.

* - Term defined in the Glossary.

Amendment to Comprehensive Plan

The petitioners will need to amend to the Village’s Comprehensive Plan to designate the apartment portion of subject property’s land use as multiple family residential. The Village’s Future Land Use Map is attached for the area in question.

Rezoning

The subject property is currently zoned R-1 Residential District. House of Worship are a special use in the R-1 Single Family District. The petitioners are requesting the rezoning of the property to R-5 General Residence District. Attached are rezoning standards.

Residential Planned Unit Development (PUD)

The petitioners will also need approval of a Residential Planned Unit Development in the R-5 General Residence District. R-5 is the Village’s multiple family zoning district. Attached are the PUD standards. The property will be developed as one PUD with the church building being a part of the new PUD. The church and the apartment development will share vehicular access points, parking, open space and the storm water facility.

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**Residential Planned Unit Development Requirements:**

**Minimum Size of Site**

Required: A minimum gross area of one (1) acre.
Provided: The subject property is 8.85 acres in size.

**Minimum Land Area Per Dwelling Unit**

Required: In a Residential PUD in the R-5 General Residence District, the following land area per dwelling unit is to be provided:
- 3,500 square feet for each three-bedroom unit in multi-family structures.
- 3,000 square feet for each two-bedroom unit in multi-family structures.
- 2,500 square feet for each unit with one or no bedrooms in multi-family structures.

15-one bedroom, 7-two bedroom units, and 3-three bedroom units are proposed, for a total of 25 units in the proposed development.

3 br: 3 units x 3,500 s.f. of land area for each 3 br. unit = 10,500 s.f.
2 br: 7 units x 3,000 s.f. of land area for each 2 br. unit = 21,000 s.f.
1 br: 15 units x 2,500 s.f. of land area for each 1 br. Unit = 37,500 s.f.

Total land area required: 69,000 s.f. of land area (10,500 s.f. + 21,000 s.f. + 37,500 s.f. = 69,000 s.f.) is required based on the mix of units in the proposed development = 1.58 acres of land area required (69,000/43,560 = 1.58 acres) and 8.85 acres is provided for the site.

**Minimum Lot Area and Lot Width**

No minimum lot area or minimum lot width shall be required for a Residential PUD.

**Minimum Setbacks**

The following minimum setbacks shall be provided and maintained in a Residential Planned Unit Development in the R-5 General Residence District:
**Between Street and Buildings**

**Public Rights-of-Way**

Required: For a public street, buildings shall be set back from the property line not less than 25 feet plus 1 foot for each 1 foot by which the building exceeds 30 feet in height. There will be no public streets in this development.

**Between Buildings**

Required: The setback of the buildings and structures within the site must take due consideration of public safety especially with regard to fire hazards, traffic site lines, and access for emergency equipment.

The Deerfield Bannockburn Fire Protection District has reviewed and approved the plans for emergency vehicle accessibility.

**Perimeter Setback**

Required: A yard of not less than 25 feet, plus one (1) foot for each one (1) foot by which the building exceeds thirty (30) feet in height, shall be provided and maintained along the exterior boundaries of the Residential PUD. This perimeter yard shall be kept free of buildings and parking and shall be maintained in landscaping. The height of the proposed apartment building will be 33 feet. This height will determine the required perimeter setback. Therefore, a 28 foot minimum perimeter setback is required (25 minimum, plus an additional 3 feet equals 28 feet required perimeter setback).

Provided: The proposed apartment building will be approximately 511.5’ from the north property line and approximately 85’ from the east property line. The existing church building is approximately 202.5’ feet from the south property line. The proposed apartment building is 364’ from the south property line. In the west perimeter setback, a single lane service road area is 13’ from the west property line and the church building is approximately 25.5’ from the west property line. Both of these existing items are located in the west perimeter PUD setback. A variation would be required to allow structures to be located in the west perimeter setbacks of this PUD development as shown on the plan.

**Maximum Lot Coverage**

Required: The total ground area occupied by all principal and accessory buildings shall not exceed thirty (30) percent of the gross area of the site.
Provided: The petitioner’s plan indicates that the lot coverage is 7 percent.

**Minimum Usable Open Space**

Required: Not less than 20% of the gross area of a Residential PUD shall be devoted to permanent usable open space. The Zoning Ordinance defines usable open space as an area of land or water, or a combination of land and water, which may include complimentary structures and improvements within the site, excluding space devoted to parking, designed and intended for common use and enjoyment.

Provided: The petitioner’s plan indicates that 63 percent of the site is open space when, the storm water detention facility and compensatory storage facility is excluded.

**Building Height**

The maximum allowable building height in the R-5 Multi-Family Zoning District is 35 feet. The Zoning Ordinance defines height as the vertical distance as measured from the pre-development grade for a property, to the highest point of the coping of a mansard roof or a flat roof, to the highest point of a hipped roof, to the highest gable of a pitched roof, to the ridge of the gable or hip roof, or to the highest point of a turret or ornamental tower, whichever point is higher.

Provided: The apartment building is 33.10 feet from the pre-development grade to the top of the building.

**Parking**

Required for the apartment building: Efficiency and one (1) bedroom units are to provide one and one-half (1-1/2) parking spaces for each dwelling unit, and two (2) or more bedroom units are to provide two (2) parking spaces for each dwelling unit.

- 3 br: 3 units x 2 parking spaces for each 3 br. unit = 6 spaces
- 2 br: 7 units x 2 parking spaces for each 2 br. unit = 14 spaces
- 1 br: 15 units x 1.5 parking spaces for each 1 br. Unit = 22.5 spaces

Total Required for proposed apartment building= 42.5 spaces

Required for places of worship: One (1) parking space for each 4 seats

264 seats in the church /1 parking space for every 4 seats = 66 spaces
Based on the mix of units in the development and the church, a total of 109 parking spaces would be required (42.5+66=108.5).

Provided: 112 parking surface spaces in the parking lot total for both uses (including 10 accessible spaces)

**Size of parking stalls and aisle width, and curbing**

Required: Perpendicular (90 degree) parking spaces must be a minimum of 9 feet wide by 19 feet in depth. A minimum aisle width of 24 feet is also required for perpendicular spaces. The Zoning Ordinance requires continuous permanent curbing for the parking lots between all landscaping areas and adjacent parking lot.

Provided: 9 feet wide by 19.5 feet in depth with a 24 foot two-way aisle width.

**Lighting**

Required: The Zoning Ordinance requires that all exterior lighting be directed away from adjoining highways, streets, and properties and not spill over the property line.

Provided: The parking lot will be lit with nine, 20ft. tall bronze poles with a single fixture. Light fixtures will shield light sources and light will not spill onto adjacent residential properties. Residential scaled security and convenience lighting will be near the entries and all light fixtures will have a similar finish to the parking lot lighting. The petitioner has submitted a photometric study, which indicates that the lighting will be zero at the property lines.

**Signage - Identification Entry Signs**

**Number and content**

Allowed: Not more than one (1) identification entry sign at each entrance into the PUD. Such sign shall indicate only the name of the development and an identifying symbol of the development.

Proposed: One ground sign is proposed for Zion Woods at the entrance off of Deerfield Road.

**Type:**

Allowed: May be either monument signs or lettering mounted on a decorative wall.
Proposed: The petitioner is proposing install an externally illuminated monument sign at the east side of the main driveway. The sign will be 3'-8” tall and 7'-4” long and have the Zion Woods text with a logo. The ground sign consist of brick masonry with a cast stone base and cap with a metal Zion Woods logo. The text Zion Woods will be in metal.

**Area:**

Allowed: No more than one face. The gross surface area of the sign face shall not exceed 27 square feet per face. The sign is measured by determining the area of the smallest single rectangle, which encompasses all of the lettering.

Proposed: 26.82 square feet per face, for a total of 54 square feet. A variation is needed for two (2) sign faces and the total square footage of the ground sign.

**Location:**

Allowed: On the same zoning lot as the principal use and in any required yard but no closer than 25 feet from any property line.

Proposed: Approximately 28 feet from the property line.

**Lighting:**

Allowed: Externally illuminated only and constructed with timer so that the hours of lighting maybe adjusted as appropriate.

Proposed: Externally illuminated.
PROPOSED 2015 ZION WOODS SITE PLAN
1. Email Regarding Storm Water with Pictures of 10 Deerfield Road Property Dated July 18, 2017
2. Neighbor Email Regarding Storm Water Dated July 13, 2017
3. Email Regarding Storm Water with Pictures of 10 Deerfield Road Property Dated July 19, 2017
Mark,
As a follow up to the previous email, our Principal Planner took these pictures of the church property on Friday, July 14.

Regards,
Dan

Daniel Nakahara | Planner | 847-719-7480 | www.deerfield.il.us

Good Morning Mark,
Our Principal Planner received this email yesterday and we wanted to share it with you and your development team. I anticipate that this will be brought up at some point by a neighbor.

Have a great day.

Sincerely,
Dan

Daniel Nakahara | Planner | 847-719-7480 | www.deerfield.il.us

From: Lewis Landsman [mailto:lllandsman@me.com]
Sent: Thursday, July 13, 2017 12:50 PM
To: Jeff Ryckaert <jryckaert@deerfield.il.us>
Jeff Ryckaert,
I live on Villas Court, directly east of the proposed housing, and would like to point something out to you. Today the church property is inundated with at least 6 inches of water due to the recent rains we have had. Unfortunately the flooding of the middle fork of the north branch of the Chicago River is not that uncommon. It appears that this property is in a flood plain and may not be appropriate for development.

I would suggest that you visit the church property today to observe the flooding that is present.

Lew Landsman
LLandsman@me.com
Thank you Dan, I will share with the team.

Best regards,

Mark Parrucci   AIA, LEED AP, CDT
Associate

ECKENHOFF SAUNDERS ARCHITECTS
architecture | planning | interior design
130 East Randolph Street, Suite 1850, Chicago, IL 60601
312.235.5108 d | 312.786.1204 p | esadesign.com | Linkedin | Twitter | Facebook
Click here to send me files.

It's about balance.

-----Original Message-----
From: Daniel Nakahara [mailto:dnakahara@deerfield.il.us]
Sent: Wednesday, July 19, 2017 7:24 AM
To: Mark Parrucci <mparrucci@esadesign.com>
Cc: Jeff Ryckaert <jryckaert@deerfield.il.us>
Subject: FW: Emailing: Zion Church property 071317.pdf

Good Morning Mark,
I wanted to share an email from our Director of Public Works regarding standing water on the Zion Church property. Please share with your development team.

Regards,
Dan

Daniel Nakahara |Planner | 847-719-7480 | www.deerfield.il.us

-----Original Message-----
From: Barbara K. Little
Sent: Tuesday, July 18, 2017 2:27 PM
To: Robert Phillips <rphillips@deerfield.il.us>; Jeff Ryckaert <jryckaert@deerfield.il.us>; Daniel Nakahara <dnakahara@deerfield.il.us>
Cc: Kent Street <kstreet@deerfield.il.us>; Andrew Lichterman <alichterman@deerfield.il.us>; Clinton E. Case <ccase@deerfield.il.us>
Subject: Emailing: Zion Church property 071317.pdf

All,
Here are some pictures I took at Zion Church property on 07/13/17 at 2:30 pm. Flood water had already started to recede but at least it gives you a sense of the impact. Looking at the contour maps on our computers, the flooding that I saw on 7/12/17 reached elevation 654. This was particularly noticeable in how the water circled the parish house.
I tried to mark in orange on the photos, where the water was, to help you see it in the pictures.
FYI
Barbara

--
Barbara K. Little, P.E.
Director of Public Works and Engineering Village of Deerfield
847.317.2490

Your message is ready to be sent with the following file or link attachments:

Zion Church property 071317.pdf

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.
Deerfield Comprehensive Plan

FUTURE LAND USE CATEGORIES
(MAP INDICATES UPDATES THROUGH SEPTEMBER 6, 2016)

- **Single-Family Residential** - Areas that contain or are appropriate for single-family residential development.
- **Two-Family Residential** - Areas intended to accommodate a mix of single-family and two-family development.
- **Multi-Family Residential** - Areas that contain townhouse developments, condominiums or other large multi-family buildings.
- **Retail Services** - Areas intended to accommodate consumer-oriented retail services and commercial uses. Within the Village Center this land use category may include mixed-use developments with residential above the ground floor.
- **Hotel** - An establishment that provides lodging and services for travelers and other paying guests.
- **Office/Research** - Areas intended to accommodate various types of office uses.
- **Light Industrial** - A wide variety of employment-oriented land uses are included under this land use category such as: light manufacturing uses, warehousing, distribution, data processing/telecommunications and related office uses.
- **Public** - This category identifies the major public uses including schools, Village facilities, library, and post office.
- **Institutional** - Identifies quasi-public facilities in the Village, including private schools and places of worship.
- **Transportation/Parking/Utilities** - This land use category includes commuter rail facilities, commuter parking and utilities.
- **Open Space** - Both public and private open space is included in this land use category. Major land owners include the Village, the Deerfield Park District and Briarwood Country Club.

VILLAGE CENTER

FIGURE 3.1 UPDATED: FUTURE LAND USE MAP
PUD REQUIRED FINDINGS

A Planned Unit Development shall not be recommended for approval unless the Plan Commission shall find the following:

(1) **Effect on Community**
That the proposed Planned Unit Development will not be significantly or materially detrimental to or endanger the public health, safety or general welfare of the community. This shall include consideration of the impact of the development upon physical development, tax base, and economic well-being of the Village.

(2) **Effect on the Neighborhood**
That the proposed Planned Unit Development will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted nor will it diminish or impair property values within the neighborhood.

(3) **Effect on Development of Surrounding Property**
That the proposed Planned Unit Development will not impede the normal and orderly development and improvement of the surrounding property.

(4) **Adequacy of Utilities and Facilities**
That the applicant has demonstrated that adequate sewer and water, access roads, drainage and other necessary facilities are present or will be provided.

(5) **Adequacy of Ingress and Egress**
That the applicant has demonstrated that adequate means of ingress and egress designed to handle the traffic contemplated are present or will be provided.

(6) **Conformity to Regulations**
That the proposed Planned Unit Development meets all the regulations of this Ordinance except as such regulations may in each instance be modified by the Board of Trustees.
DEERFIELD ZONING ORDINANCE

REZONINGS

Article 13.10-D Findings

Where the purpose and effect of the proposed amendment is to change the zoning classification of particular property, the Plan Commission shall make findings based upon the evidence presented to it in each specific case with respect to the following matters:

1. **Existing Uses**
   Existing uses of property within the general area of the property in question.

2. **Current Zoning in Area**
   The Zoning classification of property within the general area of the property in question.

3. **Suitability of Present Zoning**
   The suitability of the property in question for the uses permitted under the existing zoning classification and the proposed classification.

4. **Trend of Development**
   The trend of development, if any, in the general area of the property in question, including changes, if any, which may have taken place since the day the property in question was placed in its present zoning classification.
LIST OF SUBMITTALS PROVIDED BY STAFF TO THE APPLICANT
March 26, 2015

Proposed Multi-family Residential Development PUD on the Zion Lutheran Church Property.

Below is a list of the submittals that would need to be provided for the Plan Commission prefiling conference and public hearing for the proposed Residential PUD. All submittals are due two (2) weeks in advance of the prefiling conference and the public hearing for the Plan Commission (12 sets of paper plans and one electronic copy). Also, prior to running off the 12 sets of paper plans for the prefiling conference and public hearing, two (2) paper sets of plans are due three (3) weeks prior to these meetings for staff review and comments.

Prefiling Conference (workshop meeting) Submittals

A prefiling conference (an informal workshop meeting) with the Plan Commission will provide feedback, input and direction prior to the public hearing. For a prefiling conference, the following submittals will be needed: a detailed written project description, a scaled site plan with data table, scaled building elevation drawings including proposed wall signage, a preliminary landscape plan, and some traffic and parking analysis (a preliminary report).

Neighborhood Meetings

Staff is aware of one neighborhood meeting held, and we recommend further neighborhood meetings as the plans progress.

Public Hearing with the Plan Commission

Submittals for a public hearing for a preliminary PUD would include the following from Article 12.09-C from the Deerfield Zoning Ordinance (the Zoning Ordinance is available at the Village’s website www.deerfield.il.us)

Article 12.09-C Preliminary Development Plan (attached)

1. A Preliminary Development Plan is required of any applicant for approval of a Planned Unit Development. The Preliminary Development Plan shall include as a minimum, the following:

   a. An accurate topographic and boundary line map of the project area and a location map showing its relationship to surrounding properties.

   b. An accurate legal description of the entire area within the Planned Unit Development.
c. The pattern of public and private roads, driveways, and parking facilities and intended design standards.

d. The size, arrangement and location of lots or of proposed building groups.

e. General description of proposed landscaping.

f. Use, type, size and approximate location of structures.

g. The location of sewer and water facilities.

h. Architectural drawings and sketches illustrating the design and character of proposed structures.

i. The location and size of recreational and open space areas and areas reserved for public uses such as schools, parks, etc., and open space to be owned and maintained by a property owners' association.

j. Existing topography and storm drainage pattern and proposed storm drainage system showing basis topographic changes and proposed method of compliance with the Village's storm water detention ordinances.

k. Statistical data on total size of project area of open space, density computation and proposed number of residential units by type, and any other similar data pertinent to a comprehensive evaluation of the proposed development.

l. A copy of the intended organizational structure related to property owners' association, deed restrictions and provisions of services. The contemplated maintenance of common open space areas and of provisions relating to future use of private property (additions, expansion, changes in use, etc.) shall be fully set forth in such documents.

m. A statement of the applicant's plans with regard to the future selling or leasing of all or portions of the Planned Unit Development, such as land areas, dwelling units, building sites, etc.

n. A development schedule indicating the approximate date when construction of the Planned Unit Development or stages of the Planned Unit Development can be expected to begin and be completed.

o. A traffic survey setting forth and analyzing the effects of the proposed Planned Unit Development. Such survey shall not be limited to the effect on adjacent streets but shall extend to all of the surrounding areas affected and
shall indicate the anticipated points of origin, the direction and volume of
traffic flow to and from the Planned Unit Development.

p. Statement of the manner, if any, in which the Planned Unit Development
varies from the regulations of the Zoning Ordinance and Subdivision
Ordinance and an explanation of the reasons for such variations.

q. A tax impact report.

r. A market analysis, feasibility report and statement of proposed financing.

s. A preliminary improvement plan which indicates the extent of the various
improvements contemplated by the PUD which are to be publicly owned and
maintained, and those to be privately owned and maintained. A statement
shall accompany the improvement plan which details the manner, if any, in
which the improvements contemplated vary from the provisions of the
Deerfield Development Code and Deerfield Standards and Specifications
Manual.

Staff has gone through the list of submittals in Article 12.09-C and made additional
comments where necessary for each item:

Item a. Show the driveways on adjacent properties and the south side of Deerfield Road
so the Plan Commission can see how the existing and proposed roadways relate to
each other. Show some grades on the surrounding properties.

Items c, d, f, and i are to go on the site plan. Please make sure dimensions are put on
the site plan for the buildings, roads, parking spaces, and lot lines.

Item c to go on site plan: also include sidewalks, ground signs, fire lanes, loading areas,
retaining walls, fences, light poles, benches, bike racks, paths, traffic control signs and
pavement markings. Show the location and size (width) of all vehicular access points
including any turning lanes. Show driveways of adjacent properties on the site plan so
the Plan Commission can see how the vehicular access points are lined up.

Item e. This is a scaled landscape plan. The location, quantity, type, and size of the
plantings (at the time of installation) must be indicated on the plans. Any existing trees
to be transplanted, or to stay will need to be indicated on the landscape plan. Any
berms should be shown at 1 foot contours. The perimeter of the parking lots must be
screened according to code (Article 2.04-I,2) and landscaping islands should be
provided to break up the parking lot. The landscaping should not block driver sight
lines. The Village has a tree ordinance (on line at Village website) that applies to all
residential property. Trees to be removed need to be inventoried in a table and
provided on the tree removal plan. The total caliper of trees that needs to be mitigated
under the Village’s tree ordinance needs to be placed on the tree removal plan. The
Village’s Engineering Department administers and tree ordinance and they need to review all the plans for compliance with the Village’s tree ordinance.

Items g and j are preliminary engineering (utility plans and grading plans). Put finished floor elevations on the preliminary engineering plans. Show any retaining walls on the plans. Sometimes a narrative of the preliminary engineering is submitted. The Engineering Department needs to review and comment on the engineering plans and any necessary revisions need to be made to the plans prior to the submission of 12 sets of preliminary engineering plans for the Plan Commission.

Item h is the scaled elevation drawings for all sides of the building. All exterior material and colors must be indicated on the materials list (i.e. specific brick type, efis, etc). Roof screens must be shown on the elevation drawings. Indicate the location of the top of the roof deck on the elevation drawings with a dashed line on the elevation drawing. You must bring colored elevation drawings of all sides of the building to the meetings. Material and color samples of all exterior materials used must be used brought to the meetings and ultimately submitted to the Village staff for our records if the project is approved.

Item i relates to the impact fees that must be provided in lieu of a dedication of land for these facilities. Attached is the impact fee ordinance (Ordinance O-93-48), and a chart that showing the impact fees for Ordinance 0-93-48.

Item k is the data table to go on the site plan. Include the gross square feet of the building, lot coverage, usable open space (as defined in Zoning Ordinance) as well as the number and size of all parking spaces in the data table. If there is any active recreation space provided, indicate on the site plan what the activity will be (for example tennis courts, swimming pool, paths, etc.).

Item o - The study must include the usual items in a traffic study (existing traffic volume, trip generation, traffic assignment, and level of service) and your consultant needs to evaluate and review the site plan for on-site circulation. In addition to the traffic study, your consultant will need to do a parking analysis to demonstrate to the Village that the proposed parking will be adequate for the development. Any proposed off-site improvements must be indicated as well.

Item q is the fiscal impact study that shows the recurring costs and revenues for each of the taxing districts. Examples of these studies are the recent AMLI and Woodview developments. You can go online to the Village’s website www.deerfield.il.us → Village Government → Agenda & Minutes → Board of Trustees (Woodview Preliminary PUD is June 17, 2013 and AMLI Preliminary PUD is April 15, 2013 and then scroll down to each agenda item, click on the item and then scroll down to the fiscal impact report)
Item r is the marketing study and method of proposed financing. Examples of these studies are the recent AMLI and Woodview developments (how to get to these developments on line is explained in the paragraph above).

Item s is a requirement of the Development Code. The first item is a requirement of Section 3-101, A of the Development Code. The preliminary improvement plan is basically the site plan, but you must also submit a statement which indicates those site improvements which will be public, and those that will be privately owned and maintained. If the plan is approved by the Board of Trustees, at the time of final development plan, a development agreement is required and the main components of this agreement are a letter of credit for all public and private site improvement, inspection of site improvements by a private civil engineering firm paid for by the developer, and a development schedule for the project.

Fees:
- The building permit fees can be viewed online: www.deerfield.il.us → Village Government → Annual Fee Resolution → See items in blue for Community Development.
- The Village also has an Infrastructure Impact Fee which is separate from the Impact Fee Ordinance noted above, and is contained in the Village’s fee schedule.
- Please check with the Engineering Department staff regarding their fees (engineering review fee at 3% of all site improvements, acreage fee, etc.) The Engineering Department can be reached at (847) 317-2490.

Additional items to be submitted as part of the Preliminary Development Plan for a Residential PUD:
- Dimensioned floor plans.
- A detailed written project description.
- The Deerfield Bannockburn Fire Protection District will need to review and approve the site plan for emergency vehicle accessibility (fire lanes, turning radius, fire hydrants, water connections). You need to obtain a letter of approval from the Fire Protection District as part of your submissions. The contact is Brian McCarthy, Fire Marshal, 847-945-4066.
- A detailed lighting/photometrics plan. The location, height, and color of the light poles on the property need to be indicated. A drawing of the light fixture and the output in footcandles will need to be provided (e.g. 250 watt metal halide). Lighting cannot spill over the lot lines so output must be zero at the lot lines. The hours of the parking lot lighting / timing of all the exterior lighting needs to be indicated. Any lights on the buildings themselves must be indicated on the building elevation drawings. If any of the building will be lit up by flood lighting at night that needs to be indicated on the plans as well.
- The PUD standards (Article 12.09-D, 2, c) should be addressed in writing. Recent examples include AMLI, Woodview, and Taylor Junction. Staff can direct you to these on line, if you would like to see these examples.
• The property will need to be rezoned from R-1 to R-5 General Residence District. The rezoning standards (Article 13.10-D) need to be addressed in writing. Examples of recent rezoning standards submitted by developers include a 7 lot subdivision known as Elysian Way, and a 9 unit townhome development known as Taylor Junction. Staff can direct you to these on line, if you would like to see these examples.

• A detailed signage plan. The scaled drawings must indicate the materials and colors for the proposed signage and the method of illumination. Color and material samples of the sign (in addition of the exterior building material palette) have to be brought to the meetings. Be sure to put the location of all ground signs on the site plan, landscape plan, and lighting plan (which plans should all be coordinated) See Zoning Ordinance Article 9.02-A, 6, Residential PUDs – Identification Entry Signs for signage.

• If there are any exterior trash/refuse areas, they need to be fully screened from view and an elevation drawing needs to be submitted of the structure. The refuse areas need to be sized to accommodate recycling containers so they won’t be sitting outside the trash areas unscreened.

• A roof plan will need to be submitted. The location of all rooftop equipment will need to be indicated on the plans and the rooftop equipment will need to be screened from view. Please show the roof screens on the elevation drawings. If any telecommunication equipment is proposed, these devices would also need to be indicated on the plans.

• If you are proposing to resubdivide the property, a preliminary plat of subdivision would need to be submitted showing any necessary dedications, if any.

• Bicycle facilities must be indicated on your site plan, see Article 2.09-B Bicycle Facilities in the Zoning Ordinance for these requirements.

• Please see the Future Land Use map in the Village’s Comprehensive Plan. The Comprehensive Plan calls for this property to be single family residential. You will need to request an amendment to the Comprehensive Plan for multiple family development on this property, and will need to make the case as to why it will benefit the Village to allow this development in this location.

• Please include any sustainable (green) elements in your written materials and on the plans. The Village encourages the use of green design elements in your plans to lesson the impact of the development on the environment. In early 2012, the Village approved an ordinance for alternative energy systems, including wind, solar and geothermal. These regulations can be found in Zoning Ordinance Article 2.10.

• Please provide a 3-D graphic of the proposed development using a program such as Google Sketch-Up or a similar program. The Plan Commission would find it very helpful to visualize the impact of the proposed new buildings on the surrounding residential properties.

• As noted above, the Village has enacted a Tree Ordinance which applies to all residentially zoned properties, and will apply to this property if it is rezoned to R-5. You must provide an inventory of existing trees on the site and show on your plans which trees will be removed for the new development. You will have to
mitigate any trees that will be removed. The Engineering Department administers the Tree Ordinance; please contact the Engineering Department (847-317-2490) for more information on the Tree Ordinance.

- Regarding storm water drainage issues, your consultant will need to continue to work with the Village’s Engineering Department to determine what stormwater management plan and utility plans they will require for this project, and any other issues they might have. The contact is Bob Phillips (Assistant Village Engineer) or Barbara Little (Director of Public Works and Engineering) at (847) 317-2490. You must submit the preliminary engineering (grading and utility plans) to the Plan Commission and demonstrate to them that the storm water drainage plans for the property will work. Note: If any retaining walls are proposed, indicate the location and height on the site plan and the engineering plans.

Other Items/Issues:

- You will need to consider accommodations for public transportation (e.g. bus stop, adequate bus turning radius) in the development. Can the property be made part of a Pace bus route?
- Note the definition of height in the Deerfield Zoning Ordinance which explains exactly how height is measured. Any heights shown on your plans must use the Village’s definition of height in the Zoning Ordinance.
- Workforce Housing – Please explain this concept in great detail in your written materials.
- We will soon provide you with a copy of the Village’s Development Code, and an example of a development agreement or two. The development agreement comes at the time when the final development plan is submitted.
- Staff prepared a checklist of things for the developer to consider for proposed multi-family developments. We shared it with both AMLI and Woodview and are providing it for your review.

Please provide this list of submittals to all of your consultants so they are aware of the level of detail needed.

The Plan Commission is a recommending body of the Village Board of Trustees. The Village Board of Trustees will consider the recommendation and has a final decision on the matter. If the Village Board approves this development, it will have to come back to the Plan Commission and Board for final development plan approval (staff will prepare a list of submittals for the final development plan based on Article 12.09-F, after the Preliminary Development Plan is completed.) If the final development plan is approved by the Board of Trustees, an ordinance is prepared by the Village Attorney that goes through two (2) readings at the next two Board meetings. Only after the second reading of the ordinance is passed, is the development approved. In addition to being present at the Board of Trustees meeting where the Plan Commission recommendation is considered, representatives for your proposal must also be present at both readings of the ordinance to answer any additional questions that might come up. After approval of
the second reading of the ordinance, a building permit can be turned into the Building Department for review. Review time varies depending on the time of the year but sometimes the building review time can run up to four to six weeks.

Approved Plans: If the development is approved, the final approved plans for the site plan, building elevations, signage, landscaping, etc. need to be provided to the construction company and your other contractors so they can create the detailed construction drawings that are in keeping with the plans the Village approved through the zoning approval process.

If you have questions regarding building permits and building codes (including costs) at this time, these questions can be directed to Clint Case, Code Enforcement Supervisor, at (847) 719-7472. The Village has their annual fee resolution online, Village Government → Annual Fee Resolution (click on and see blue for costs for building and zoning).

If you have any questions, please contact us:
Jeff: 847-719-7482, jryckaert@deerfield.il.us
Dan: 847-719-7480, dnakahara@deerfield.il.us

Sincerely,
Jeff Ryckaert                   Dan Nakahara
Principal Planner           and           Associate Planner