MEMORANDUM

TO: Plan Commission

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

DATE: February 21, 2020

RE: Public Hearing Regarding a Request for a Special Use to Permit the Establishment of a Drive-Thru for a Pharmacy at 95 S. Waukegan Road (Chick-fil-A, Inc. and Walgreens Co.)

Subject Property

The subject property is the future 8,000 square foot multi-tenant building (Retail B Building) at 95 S. Waukegan Road, located to the south of the Chick-fil-A Restaurant at 75 S. Waukegan Road. This yet to be constructed 8,000 square foot multi-tenant Retail B Building and the Chick-fil-A are part of the same development approved in 2018. This property is also connected to the Northshore University medical building to the north (at 49 South Waukegan Road) via drive aisles and the cross access easements between the properties that are in place. The property is zoned C-2 Outlying Commercial District. In March 2018, the developer’s plan to demolish the former Office Depot building and replace it with a freestanding 4,995 square foot Chick-fil-A restaurant with a drive-thru, and 8,000 SF multi-tenant retail building was approved by Ordinance O-18-05, dated March 19, 2018. The Chick-fil-A was approved as a Special Use at that time with a dual lane drive-thru operation. The future 8,000 square foot building and Chick-fil-A has 126 parking spaces, and has existing curb cuts (driveways) on Lake Cook Road and Waukegan Road. A single lane drive-thru for the Retail B Building was included on the site plan although it was not proposed nor was it was not approved in 2018 by Ordinance O-18-05.

Surrounding Land Use and Zoning

North: C-2 Outlying Commercial District – Northshore University Health medical office
South: C-2 Outlying Commercial District – Deerbrook Shopping Center and unincorporated Cook County (Glenbrook Countryside Estates subdivision-single family residential)
East: Unincorporated Cook County (Glenbrook Countryside Estates subdivision-single family residential)
West: C-2 Outlying Commercial District – Deerbrook Shopping Center (across Waukegan Road)
**Proposed Plan**

The petitioners are seeking approval of a single lane drive-thru serving a 2,496 square foot pharmacy only Walgreens store, proposed at the northern endcap space in the Retail B Building. The petitioner has provided details on the pharmacy store and drive-thru operation i.e. hours of operation, number of employees, proposed signage, and have provided a floor plan for the small format pharmacy. The proposed single-lane drive thru facility will serve prescription pick up. To avoid redundancy, please see the petitioner’s plans for more detailed information on the proposed drive-thru operation.

The Village Board approved the Retail B building shell in 2018 as part of a larger site plan. The petitioner is requesting changes to the west and north elevations to accommodate the proposed Walgreens Pharmacy interior layout. The proposed north elevation drive-thru window and cast stone tower feature is shifting over and two (2) window bays will be added to the elevation. The materials and colors have not changed. The petitioner’s building elevation drawings indicate the previously approved exterior materials for the building. Color renderings have been provided in the petitioner’s submitted material. The site plan, building design, lighting and landscaping will remain as previously approved.

**Vehicular Access**

The vehicular access to the property is from three existing access points. There are two access points on Waukegan Road and one on Lake Cook Road. The northernmost access point on Waukegan Road is a right-in, right-out only access point, and the other access point further to the south on Waukegan Road is a full access point. The access point on Lake Cook Road is a right-in, right-out only. There were barrier medians placed in Waukegan Road and Lake Cook Road when the roadway improvements were made to the Waukegan Road and Lake Cook Road intersection several years ago. The existing curb cuts on Lake Cook Road and Waukegan Road will remain as approved.

**Traffic Study for Proposed Walgreens Pharmacy with Drive-Thru**

The petitioner has engaged traffic consultant KLOA Traffic Engineers to update a traffic and parking study dated December 21, 2017 that took into account a future bank in the multi-tenant building. The December 21, 2017 traffic and parking study analyzed parking for the site based on a 4,995 square foot fast casual restaurant (Chick fil-A) with a drive-thru, a 3,500 square foot bank with a single drive-thru lane, and a 4,500-specialty retail space. The study took a conservative approach and calculated the fast casual restaurant as a dine-in only operation increasing the parking requirement for that use.
The updated traffic study prepared KLOA Traffic Engineers dated February 13, 2020 evaluates traffic for the proposed Walgreens Pharmacy with a drive-thru and assumes the remaining 5,500 square feet of the Retail B Building will be occupied by retail space. This study examines background traffic conditions, assess the impact that the Walgreens Pharmacy with drive-thru will have on the existing access system, and determine if any roadway or access improvements are necessary to accommodate traffic generated by the proposed Walgreens Pharmacy with drive-thru.

In order to determine existing traffic using the access system serving the Chick-Fil-A retail development and Northshore University HealthSystem medical office building, peak period traffic counts were conducted at the existing access drives during the weekday morning (7:00 A.M. to 9:00 A.M.), weekday midday (11:00 A.M. to 3:00 P.M.), and weekday evening (4:00 P.M. to 6:00 P.M.) peak periods. The results of the traffic counts indicated that the weekday morning peak hour traffic occurred from 8:00 A.M. to 9:00 A.M., the weekday midday peak hour traffic occurred from 12:30 P.M. to 1:30 P.M. and the weekday evening peak hour traffic occurred from 5:00 P.M. to 6:00 P.M. These peak hours were chosen for the purposes of this evaluation as they represent the peak traffic volumes for the roadway network. Figure 2 on page 4 of the traffic study illustrates the existing peak hour traffic volumes.

Field observations indicated that during weekday morning peak hours, outbound queues from all three drives were one to two vehicles. During the weekday midday peak hours, outbound queues from all of the access drives onto Waukegan Road and Lake Cook Road were generally one to two vehicles. The maximum queue during the weekday midday peak hours observed at the Waukegan Road full access drive was five vehicles; however, these queues cleared the access drive within one minute. During the weekday evening peak hour, outbound queues onto Waukegan Road and Lake Cook Road had a maximum queue of two vehicles observed at the right-in/right-out access drives and a maximum of three vehicles observed at the full movement access drive. The drive-thru activity for Chick-fil-A, during all three peak periods, was contained within their drive-thru lanes and did not impact the operations of the drive aisles serving the retail development. Also, due to the proximity of the existing traffic signals along Waukegan Road at Lake Cook Road and at the Deerbrook Mall signalized access drive/Chestnut Road, adequate gaps were provided in the Waukegan Road traffic stream and vehicles were able to efficiently exit the full movement access drive onto Waukegan Road.

Table 1 on page 6 of the traffic study summarizes the total trips anticipated for the buildout of Retail B Building during the peak hours. Anticipated traffic to be generated were based on trip generation surveys conducted by KLOA at an existing 3,500 square foot Walgreens Pharmacy with a drive-thru in Markham, Illinois. Figure 4 on page 9 of the traffic study summarizes the total projected traffic volumes for the entire Retail B Building. Figure 4 combines the existing traffic volumes with the new peak hour traffic volumes generated by the Retail B Building.
The traffic study concludes that the proposed Walgreens Pharmacy with drive-thru will be a low traffic generator and will be adequate in accommodating the anticipated demand. Under the projected conditions, the access system for the entire development (Chick-fil-A, full buildout of Retail B Building, and Northshore University Health System medical office) will be adequate in accommodating the traffic generated by the site with increases in delay of one second or less. The queuing for outbound movements onto Waukegan Road and Lake Cook Road are projected to be consistent with existing conditions and will not impact the on-site circulation. The traffic study also concludes that access points will continue to distribute traffic to Waukegan Road and Lake Cook Road in an efficient manner without overloading a particular access drive.

Zoning Conformance

Special Use for a Pharmacy with a Drive-Thru

The Walgreens Pharmacy store is a Permitted Use under the pharmacy and drugstore category in the C-2 Outlying Commercial District and the petitioners have received zoning approval for this use. The petitioners are seeking a Special Use for the proposed drive-thru for the pharmacy pursuant to 5.02-C,1,s. which make the drive-thru operation a Special Use (Attached are the Special Use standards). Unlike a drive-thru facility accessory to a restaurant, a Special Use for a drive-thru in conjunction with a non-food use does not require direct signalized access to the existing right-of-way (Only restaurants with a drive-thru require direct access to a traffic signal). Recall that the Chick-fil-A drive-thru received an exception from the zoning ordinance to allow their drive-thru operation to not have direct access to a traffic signal per Ordinance O-18-05 approved in 2018.

Required Parking

The petitioners are still working on the mix of tenants for the subject property (Retail ‘B’ multi-tenant building), below are parking requirements for typical uses in the C-2 Outlying Commercial District:

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

126 parking spaces are provided on the subject property. The easement agreement between the contiguous properties (49 S. Waukegan Road property and the subject property – 95 and 75 S. Waukegan Road) allows for shared parking between the two properties.

Under today’s parking requirements in the Zoning Ordinance, the total number of required parking spaces will vary depending on the proposed uses of the subject property. Staff has provided a parking requirement for the existing Chick fil-A restaurant, the proposed pharmacy, a carryout restaurant and retail use for the remaining space.

<table>
<thead>
<tr>
<th>Use</th>
<th>Building Areas</th>
<th>Required Parking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pharmacy (A retail use):</td>
<td>2,496 s.f.</td>
<td>12.5 spaces</td>
</tr>
<tr>
<td>Chick fil-A:</td>
<td>4,995 s.f.</td>
<td>62.4 spaces*</td>
</tr>
<tr>
<td>Possible Future Restaurant** (100% carryout)</td>
<td>2,500 s.f.</td>
<td>20.8 spaces</td>
</tr>
<tr>
<td>Possible Future Retail:</td>
<td>3,004 s.f.</td>
<td>15.0 spaces</td>
</tr>
<tr>
<td>Total:</td>
<td>12,995 s.f.</td>
<td>110.7 spaces</td>
</tr>
</tbody>
</table>

*Note: From 2018 Plan Commission Recommendation.
**Note: Due to lease restrictions, a restaurant up to 2,500 square feet only is allowed to go into the Retail B Building.

Stacking for Drive-Thru

The Zoning Ordinance indicates a drive-thru facility for a pharmacy has to provide adequate vehicle stacking space. The petitioner’s material indicates that drive-thru operation will accommodate 5 vehicles.

Trash/Refuse Areas

The petitioner’s 2018 site plan approved a trash enclosure at the northeast corner of the multi-tenant Retail B Building (which is the building the Walgreens pharmacy would be located in). The detail on the trash enclosure for the Retail B Building is on the elevation drawings in the petitioner’s plans.

Storm Water Detention

The 2018 approved storm water detention area for the property is in place at the south end of the property and will remain.
**HVAC/Mechanical Screening**

Any new HVAC and mechanicals on the roof of the buildings are screened from view. The petitioner has submitted a roof plan showing the screened roof top units.

**Rooftop Antenna**

The petitioner is proposing a satellite dish to be located on the roof above the Walgreens Pharmacy space. The satellite dish provides communication access with the Walgreens main office. The petitioner has provided the location of the satellite dish on the roof plan and the petitioner has confirmed that the parapet wall will screen the satellite dish.

**Signage for Drive-Thru Pharmacy**

**Wall Signs**

**Number:**

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

Proposed: Two (2) identical wall signs with red individually illuminated channel letters and black returns (sides of channel letters) are proposed, one for the north elevation and one for the west elevation for the Retail B Building.

**Area:**

Permitted: The Zoning Ordinance allows 8% of the area of the wall or 80 square feet for a front and rear wall sign whichever is greater, and 4% of the area of the wall or 40 square feet for a sidewall sign, whichever is greater.

Proposed: Front (west) wall: 8% of the west wall is 41.2 square feet. The petitioner proposing a wall sign measuring 41.4 square feet in area (12’ x 3.45’) when a box is placed around all of the sign elements.

Side (north) wall: 4% of the north wall is 48.6 square feet. The petitioner proposing a wall sign measuring 41.4 square feet in area (12’ x 3.45’) when a box is placed around all of the sign elements.
Location:

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

Proposed: The wall signs are located on the outermost walls on north and west elevations of the Retail B Building.

Height:

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

Proposed: The location of the wall signs on the Retail B Building elevations indicate that the Walgreens wall signs for the Retail B building will be below the roof deck.

Illumination:

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

Any sign for a future illuminated tenant sign on the Retail B Building located within 120′ of the residential to the east will have to extinguish all sign illumination at the close of business or 11:00 p.m.

Ground (Monument) Signage:

The development was approved with one (1) double-sided ground sign on Waukegan Road, and one (1) double-sided ground sign along Lake Cook Road, which are in place.

The Waukegan Road ground sign is 72.9 square feet per sign face (6.83′X10.67′=72.9 square feet), and the Lake Cook Road ground sign is 58.9 square feet per sign face (6.83′X 8.62′= 58.9 square feet). The sign can contain the names of the tenants in the development. Five (5) tenant panels are approved on each ground sign.

The petitioner is proposing to use two (2) sign panels on the Lake Cook Road ground sign and two (2) sign panels on the Waukegan Road ground sign (one panel on each side of the sign). The sign panels will have the text “Walgreens” in typical Walgreens font in red along with the text “Pharmacy”. The proposed panels are to be located in the panel position below the Chick-fil-A sign, with one (1) panel per side. They are aluminum panels, with acrylic, routed-out push-through graphics. The 1” required minimum between the text and vertical and horizontal bars is provided. The panel faces are painted Una-Clad Silver Metallic, as required by the sign criteria and the letters are acrylic red. The 75 & 95 S. Waukegan Road Sign Criteria requires tenant
panels (other than the top panel used by Chick-fil-A) to be have all white letters. An exception is required to allow red letters on the monument sign panels for Walgreens.

On the Waukegan Road tenant panels, the petitioner is also asking for a blue box with the words “Drive Thru” in white letters. The sign criteria limits wording on large scale signs to be limited to the store’s corporate or official name, and the Zoning Ordinance limits wording to the name and address of the development and the name of each occupant of the development. Adding the words “drive thru” to the Waukegan Road tenant panels would require an exception to the Zoning Ordinance and sign criteria for the development.

**Directional Signage**

Any directional signage for the proposed pharmacy drive-thru will need to be under 2 square feet and non-illuminated in order to stay within code. The petitioner is proposing three (3) types of directional signs to be located on the site: drive thru signs, “Enter” and “Exit” signs and a clearance sign. The two (2), 1.97 square foot, non-illuminated directional signs (located in the sign plan as letter “H”) instruct vehicles to the drive-thru lane entrance. The directional sign has the text Walgreens Pharmacy in red on a white background and the text drive thru in white on a blue background with a white arrow. The “Enter” and “Exit” and clearance sign are all under 2 square feet and are not illuminated. All of the directional signs comply with the Zoning Ordinance and approved Sign Criteria.

**Sign Criteria for Buildings in the 75 & 95 S. Waukegan Road Development**

The petitioner developed sign criteria (attached) for this development in 2018. As previously mentioned, the sign panels, as proposed, will require a sign exception from the sign criteria for the red letters on Lake Cook and Waukegan Road ground signs (white required by the sign criteria). The sign panels on the Waukegan Road ground sign will also require an exception from the sign criteria for the blue background (silver metallic required by the sign criteria) and “drive thru” text will require an exception from the sign criteria (text limited to store official name by the sign criteria).

**Window Signage**

The window signage regulations in the zoning ordinance apply to this property. (20% coverage of window area for permanent or temporary signage or 50 s.f. whichever is less, and a regulated window sign is located within 4 feet behind the window). A window sign may not be displayed more than once per elevation. The petitioner is not proposing any window signs at this time.
**Appearance Review Commission (ARC)**

The Appearance Review Commission will have to review all of the exterior changes for the proposed Walgreens pharmacy store and drive-thru at their February 24, 2020 meeting.

**Submittal List for Walgreens Drive-Thru**

Attached is the list of submittals that staff has provided the petitioners for the proposed Walgreens pharmacy drive-thru Special Use.

**Prefiling Conference Minutes**

The January 23, 2020 Prefiling Conference Minutes are attached.
The Plan Commission of the Village of Deerfield called to order a Workshop Meeting at 7:30 P.M. on January 23, 2020 at the Village Hall, 850 Waukegan Road, Deerfield, Illinois.

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

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

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

Public Comment on a Non-Agenda Item

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

WORKSHOP MEETING

(1) Prefiling Conference Regarding a Request for a Special Use to Permit the Establishment of a Drive-Thru for a Pharmacy at 95 S. Waukegan Road (Waukegan Lake Cook LLC and Walgreens Co.)

The petitioner Brett Katz, representing the property owner of 95 S. Waukegan Road, reported that they are here to follow up on the second half of the project at the southwest corner of Lake Cook and Waukegan Roads. The first tenant that was approved for a Special Use, Chick-fil-A, is already open. There are no requests for changes or alterations to the approved building site plan or landscaping plan. The site plan they are submitting for this request is exactly as it was approved. A drive-thru has always been on the site plan but was not approved without a tenant. Walgreens now wants to open a 2,496 square foot pharmacy only store with a drive-thru on the north end cap of the property. The pharmacy only store is a newer concept for Walgreens. Walgreens has approximately 45 of these stores; either in the planning stages or already open.

Mr. Katz reviewed the site plan pointing out the occupied Chick-fil-A building as well as the building to the north of Chick-fil-A. 2,500 square feet of this 8,000 square foot building that was previously approved (but not yet built) would be the new Walgreens pharmacy only store. There are 40 dedicated parking spaces with additional shared parking as part of an easement covering this building, the Chick-fil-A building and the neighboring North Shore healthcare building. Chairman Berg asked if this is an official easement covering parking and access for all parcels. Mr. Katz replied that yes it is an officially recorded easement covering parking and access for all buildings.

Mr. Katz reviewed preliminary information for the new Walgreens pharmacy only store and displayed images of the planned signage. The proposed Walgreens pharmacy only store will
have a portion on the existing monument signs and one new small directional sign on the property to highlight the drive-thru. The content of the building sign is “Walgreens Pharmacy”. There will also be two signs on the proposed canopy over the drive-thru as well as window signage.

Commissioner Bromberg asked for more information on the services and products that the pharmacy only Walgreens will provide. Mr. Katz replied that the store would focus on health and wellness only. It will have a pharmacy as well as products that are typically found near the back (pharmacy area) 2,500 square feet of a regular Walgreens store. Examples of the health and wellness products will include over the counter medications, first aid, vitamins, and more. Chairman Berg confirmed that there will be no food or alcohol sold. Mr. Katz added that the intention of this location is to relieve pressure from the Northbrook and Deerfield regular Walgreens locations, which each fill approximately 800 prescriptions a day. They are projecting that this location will fill about 100 prescriptions a day.

Commissioner Bromberg asked for more information on parking and traffic. He asked about the percentage of people expected to park versus those that will use the drive-thru. Mr. Katz replied that the small format stores are still new, and they do not have a great deal of data because of this, but they expect about 60 percent of customers to use the drive-thru and 40 percent to park and enter the store. Chairman Berg asked how this compares to regular Walgreens stores. Mr. Katz replied that this is typical of regular Walgreens stores as well as the new smaller format pharmacy stores. He added that they expect about 100 cars per day throughout the day. Commissioner Jacoby clarified that the drive-thru can only be used for prescription pick up and other items cannot be purchased in the drive-thru.

Mr. Katz provided information on the store operations and displayed the proposed floor layout. The hours will be 9 A.M. to 9 P.M. Monday through Friday and 9 A.M. to 5 P.M. Saturday and Sunday. Peak times are expected to be 2 to 3 P.M., as these are the peak times for the nearby Northbrook and Deerfield locations. Chairman Berg asked if they are also busy during the lunch hours. Mr. Katz replied that they are busy around breakfast, lunch and dinner times but sales typically peaks between 2 and 3 P.M. for the pharmacy and for the drive-thru specifically at other Walgreens locations.

Commissioner Bromberg commented that it is a nice use for the building, he has not seen this concept from Walgreens, but it makes sense. His only concern is the drive-thru. When the original site plan was considered, the drive-thru (for Chick-fil-A) was recommended for approval from the Plan Commission but the Village Board pushed back on the drive-thru because there is no signalized light there at the property’s access points, but there are signalized lights to the north and south of the existing access points. He added that they also first discussed a credit union in this space, which would generate fewer cars than Walgreens is expected to. He commented that he would like to know more about how traffic is going to flow with the drive-thru and with Chick-fil-A next door. He added that the Petitioners could expect potential push back from the Village Board.

Mr. Katz stated that they have an 8,000 square foot building approved for general retail or restaurants with a drive-thru included in the approved site plan. (The drive-thru for the 8,000 square foot building was contemplated but not approved on the site plan.) He added that this use is not going to increase the volume of traffic that can be expected with an 8,000 square foot building. The drive-thru provides a service for people who wish to use it, and at about 100 cars per day, 60 of which would use the drive-thru, they are confident it is a manageable volume of
traffic. He stated that the drive-thru would not add significantly more traffic through the parking lot. Mr. Katz added that so far there has been one minor incident in the parking lot where someone hit their wheel on a curb and got a flat tire.

Commissioner Keefe asked about the stacking of cars for the drive-thru. Mr. Katz replied that there is space for five cars to be stacked per the linear length of the drive-thru. However, they do not expect to see five cars stacked, as most customers would park and go in if they see more than two or three cars waiting in the drive-thru line. Commissioner Keefe commented that a high volume use like a Starbucks would generate a longer line for the drive-thru. Mr. Katz commented that this is a non-food use and they do not expect the kind of volume that a Starbucks would generate.

Chairman Berg asked the Petitioner to address traffic flow if cars stacked exceeds five vehicles. Mr. Katz replied that if there were more than five cars they would go along the perimeter and would not impact the traffic flow in and out of the development. Commissioner Jacoby asked to clarify the access points to the development. Mr. Katz reported that there are three access points, a right in right out from Lake Cook, a right in right out from Waukegan, and a full access from Waukegan at the south end. They consider the main access point to be the southern entrance with full access, which is why the center was designed with a peninsula median at the south end. He added that this access point has painted arrows and a directional sign.

Commissioner Schulman asked if the drive-thru line backed up to six or seven cars, would vehicles stack north or south along the back fence line. Mr. Katz replied that vehicles would likely naturally go to the south. Commissioner Schulman asked if it would block access into the center if this occurred. Mr. Katz replied that he did not think it would. Commissioner Jacoby confirmed that cars exiting the center at the south end after using the drive-thru can turn left or right onto Waukegan Road.

Eric Russell from KLOA addressed traffic and parking further. He stated that they surveyed full format Walgreens stores and their peak drive-thru wait is two to three cars stacked, with an average of one car. They rarely see more than three cars waiting in the drive-thru line and they do not project it to stack higher than that at the smaller format store.

Commissioner Silva asked what the daily traffic for Chick-fil-A is compared to this use. Mr. Russell replied that before Chick-fil-A opened they projected 15 to 20 cars in and out during the evening rush hours and in peak lunch hours, with slightly more on a Saturday, which is typical for a fast food restaurant.

Chairman Berg asked for more information on the audio and other equipment for the drive-thru. Mr. Katz replied that it would be a standard glass window with a fold out drawer that extends out and a canopy overhang, which is the same as other Walgreens drive-thru operations. The audio speaker will face north. Commissioner Goldstone asked if there are certain hours that the Chick-fil-A drive-thru speakers can be used. Mr. Ryckaert replied that the drive-thru and speakers are allowed during all business hours.

Chairman Berg asked the Petitioner to describe the plans for garbage and deliveries. Mr. Katz replied that as approved on the site plan, there is a trash enclosure and an area designated for loading. Walgreens plans to receive deliveries through the front door in the morning hours delivered by a box truck. He added that two to four people would staff the store during open
hours with checkout and pharmacy pick up counter only; there will not be separate pharmacy and checkout counters.

Commissioner Bromberg asked if they are planning to complete parking counts in advance of the Public Hearing. Mr. Katz replied that yes, they will complete an updated parking and traffic study. There is one other Walgreens pharmacy only store in Illinois in the town of Markham, which may not be the best comparison. They will get the best data they can based on this location and existing Walgreens stores in the immediate area. Commissioner Bromberg suggested getting a count of cars out of each area in the center to determine the amount of time it may take to make left turns out of the center onto Waukegan Road. Chairman Berg added that it is important to know the traffic flow and what kind of stacking is anticipated at all three access points as well as the one that allows left turns. Mr. Katz agreed and added that they are encouraged that there have not been any incidents so far.

Commissioner Silva commented that it is positive that the Walgreens peak hours are not the same as Chick-fil-A and this can be reflected in the traffic study. Mr. Katz agreed and added that 8,000 square feet of retail has already been approved and now they want to be cognizant of what impact the drive-thru will have on the traffic count.

Commissioner Silva asked if this location would also offer any health services. Mr. Katz replied that yes, they will offer flu shots and some basic health services as other Walgreens stores do. However, they will not offer the medical services available at the Deerfield Walgreens, as that location is one of a kind.

Mr. Nakahara asked the average time per transaction at a Walgreens pharmacy drive-thru. Mr. Russell replied that it typically takes two to three minutes per transaction at the drive-thru. He added that if a prescription were not ready when a car pulls up they would be asked to come back after a certain time frame; they will not wait at the drive-thru.

Commissioner Bromberg asked Mr. Katz if they expect the other 5,500 square feet of the building to be leased one or two businesses. Mr. Katz replied that it could be up to four small businesses. They expect leasing activity to pick up now that it is known that there is a quality tenant there. He added that they are allowed no more than 2,500 square foot of food service, which must be quick service and not a sit down restaurant. They would also need approval from Chick-fil-A for a tenant that would offer classes where many people would come at once. They expect the additional tenants to be specialty, retail or office.

Chairman Berg commented that this a nice complementary use and he does not think traffic generated by this use or the drive-thru will cause a problem. Mr. Katz added that if this use is approved and in ten years, they close and leave, they would have to return for another use to be approved. For example, they could not open a Starbucks without approval.

Commissioner Jacoby confirmed that there are no changes to the approved site plan for parking or lighting. Mr. Katz replied that the only additional request that requires Appearance Review Commission approval is the directional sign with red lettering pointing out the drive-thru. This sign is proposed to be slightly bigger than what was approved in the original signage plan. The drive-thru canopy also requires ARC approval as it slightly changes the façade.

Commissioner Bromberg commented that this is a good use, and his only concern is traffic and they did a good job of addressing this and will have more information for the Public Hearing.
Mr. Ryckaert reported that the Public Hearing on this matter would be February 27, 2020.

**Document Approval**

1. Cadwell's Corners PUD Amendment & Brunch Café Special Use Recommendation
2. Massage Special Use at 405 Lake Cook Road Recommendation
3. Massage Special Use at 400 Lake Cook Road Recommendation
4. January 9, 2020 Plan Commission Minutes

The documents were approved by the Commission.

**Items from the Staff**

Mr. Ryckaert reported on upcoming Plan Commission agenda items.

**Adjournment**

There being no further discussion, Commissioner Schulman moved, seconded by Commissioner Goldstone to adjourn the meeting at 8:07 P.M. The motion passed with a unanimous voice vote.

Respectfully Submitted,
Laura Boll
SPECIAL USE CRITERIA

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

1. **Compatible with Existing Development**
   The nature and intensity of the activities involved and the size, placement and design of any structures proposed will be so planned that the Special Use will be compatible with the existing development and will not impede the normal and orderly development and improvement of surrounding property.

2. **Lot of Sufficient Size**
   The size of the lot will be sufficient for the use proposed.

3. **Traffic**
   The location of the Special Use within the Village will be such that adverse effects on surrounding properties will be minimal, particularly regarding the traffic generated by the Special Use.

4. **Parking and Access**
   Parking areas will be of adequate size for the particular use and properly located, and the entrance and exit drives will be laid out so as to prevent traffic hazards and nuisances.

5. **Effect on Neighborhood**
   In all respects the Special Use will not be significantly or materially detrimental to the health, safety and welfare of the public or injurious to the other property or improvements in the neighborhood, nor will it diminish or impair property values in the surrounding area.

6. **Adequate Facilities**
   That adequate utilities, access roads, drainage and/or other necessary facilities have been or are being provided.

7. **Adequate Buffering**
   Adequate fencing and/or screening shall be provided to ensure the enjoyment of surrounding properties, to provide for the public safety or to screen parking areas and other visually incompatible uses.

8. **If in C-1 Village Center District:** That the establishment of the Special Use will not be injurious to the character of the C-1 Village Center District as a retail center for the Village.
APPROVED SITE PLAN
&
SIGN CRITERIA
I. **Purpose.** In order to preserve a uniform appearance of the exterior signage of the 99 South Waukegan Road (the “Shopping Center”) and to maintain standards for all Tenants of leased premises within the Shopping Center (“Tenant” or “Tenants”) in the construction and display of Tenant signage, all signage must conform to the following requirements.

II. **General Requirements**

A. **Landlord Approval Required.** Prior to sign fabrication, Tenant shall submit to Landlord for its approval drawings and specifications, including samples of materials and colors, for its entire proposed sign work (the “Plans”). The Plans shall clearly show the location of all signs on the store from the elevation drawings, graphics, color and construction and attachment details. Landlord approval shall not be unreasonably withheld.

B. **Village Approval Required.** Tenant or its representative shall obtain all permits and/or approvals from the Village of Deerfield (the “Village”), including Appearance Review Commission (the “ARC”) review and approval, for signs and their installation, at Tenant's expense. Tenant shall submit at least two (2) copies of sign drawings, bearing Landlord's prior written approval, to governing authorities with the building/sign permit application.

III. **Ground Signs**

A. **Number of Ground Signs.** The Shopping Center shall have no more than two double-faced monument signs, one along each street frontage.

B. **Location/Placement of Ground Signs**

1. Location of monument signs shall be in accordance with the Site Plan Exhibit A attached hereto.

2. No sign shall be located within the clear sight-line triangle at any intersection, in accordance with the Village's standard.

3. Signs should be appropriately placed to identify and enhance the appearance of the Shopping Center.

4. Signs should be appropriately spaced, with enough separation to avoid visibility concerns.

C. **Appearance of Ground Signs**

1. Design:

   a) Height and area of monument signs shall be as per the Village approved design specifications for both site signs and further shall be in accordance with the Deerfield Zoning Ordinance (the “Ordinance”), the Deerfield Appearance Code (the “Appearance Code”), and conditions of any variations approved by the Village.

   b) Restaurant ‘A’ shall be designated for the top panel on all ground signs.
c) With the exception of the top panel used by Restaurant ‘A’, all Tenant panel graphics, logo and letters shall be restricted to the color “White”.

d) The color of all tenant sign backgrounds panels shall be consistent. Panel backgrounds shall be Firestone Una-Clad “Silver Metallic” or similar color and finish.

e) Logos and fonts shall be permitted provided such characteristics are a part of the Tenant’s corporate identity and are approved by the Landlord and the Village of Deerfield.

2. Landscaping. The sign base shall be surrounded by year-round landscaping that equals or exceeds two square feet of landscaping per Village approved landscape plan.

3. Panels.

a) No sign should have more than five panels per face. No panels may be further divided.

b) Panels should have the same dimensions, material, and background color for consistency, except for the top panel designated for Restaurant A, which may be larger in size than the remaining panels.

c) No more than two lines of text shall be permitted on any panel. A minimum of 1 inch must be allowed between the text and the horizontal and vertical space bars.

d) Any blank panels shall be located at the bottom of the sign, in order to avoid a disorganized or ‘checkerboard’ appearance.

IV. Wall Signs

A. Restaurant A - Wall Signs.

1. Notwithstanding the foregoing requirements of Section IV, preliminary signage for Restaurant A (“Preliminary Restaurant Signage”) shall be deemed approved by Landlord and shall be as depicted in Exhibit B attached hereto.

2. Future Restaurant A signage shall conform to requirements of this Section IV.

B. Retail B - Number of Wall Signs.

1. Each Tenant in the multi-tenant building may have one (1) exterior wall sign per elevation facing a public street, public right-of-way, easement for access, or parking area.

2. Notwithstanding the above requirement of Section IV(B)(1), for all elevations east facing residential properties, there shall not be any signage.

C. Location/Placement of Wall Signs

1. No identification sign attached to the exterior of a building shall be placed on canopy roofs extending above the building roof, placed so as to project above the parapet, canopy or top of the wall upon which it is mounted.

2. No sign shall be painted on the exterior of the walls, doors, windows, fences, or any other surface.

3. Retail B signs shall be centered on the lease space width and centered vertically on the signage band unless there are specific signage details on the building façade that would
be impacted by such placement, except when an alternative placement is authorized by the Landlord.

4. Retail B signs shall not exceed 70% of the Tenant store front length, and no sign shall be nearer than one foot from the edge of the Tenant lease line.

D. Appearance & Design of Wall Signs

1. All signs and their installation shall comply with all governing building and electrical codes, and any criteria set forth in these guidelines.

2. All Tenant wall identification signs shall be subject to the prior written approval of the Landlord pursuant to Section II. Such approval shall not be unreasonably withheld.

3. Wording on large-scale signs shall be limited to store identity (corporate or official name) and will not include products or services sold.

4. Tenant signs shall be three dimensional, fabricated channel type individual letters mounted directly to the following:
   a. Surface of wall when located on the brick veneer, directly into mortar joints only.
   b. 1/8" thick aluminum plate with offset pins when located on the fiber cement cladding.

5. Except where the ARC imposes more restrictive requirements, the maximum permitted Retail B signage may be sized to an area as follows depending on location:
   a. Front and rear walls: 8% of the wall area or 80 square feet, whichever is greater.
   b. Side walls: 4% of the wall area or 40 square feet, whichever is greater.

6. The wall area is measured from grade to the roof deck vertically, and from the limits of the Tenant premises horizontally.

7. The overall height of wall sign letters for Retail B signs should not exceed 24”.

8. The depth of wall sign letters for Retail B signs may not exceed 4” in depth.

9. Retail B signage may be all caps or a combination of upper and lower case letters and script. If two lines are used, the maximum sign text height may not exceed 42”.

10. Letter style will be the choice of the Tenant, but the Landlord will have the right to review and approve. Landlord approval shall not be unreasonably withheld.

11. Colors, materials and lighting should be restrained and harmonious with the building architecture and adjacent signs, provided, however, that Tenants may use their then corporate colors.

12. Signs shall be surrounded by negative space to provide for a balanced design on the building.

13. Disconnects for Tenant signage shall be located inside the Tenant’s leased premises above an access panel in the ceiling, so as not to be visible from the building exterior.
**E. Construction of Wall Signs**

1. Sign letters shall be either .040” aluminum sheet channel frame with flat 3/16” thick acrylic face, 1” trim cap, and mounted with concealed fasteners, except that Restaurant A logo may use aluminum box signs with routed faces.

2. Channel frame letter returns shall be painted to matte black. Materials shall be non-corrosive on the sides and back.

3. All letters shall be internally illuminated with either:
   a. LED and/or fluorescent bulbs; or
   b. Neon tubes powered by normal factory transformers installed in the letter.

4. Signs shall be attached to building with stainless steel bolts.

5. Wall signs may not be constructed of paper or cardboard, or be temporary.

6. Reverse channel letters shall not be permitted.

7. All sign transformers, raceways and ballast boxes and decals shall be concealed behind sign band wall. Manufacturer’s names, stamps and decals shall not be exposed.

8. Electrical service to all Tenant signs shall be on Tenant’s meter.

**V. Directional Signage**

A. Directional signage for the Shopping Center shall not exceed 2 square feet in area and shall not be illuminated.

**VI. Removal of Signs**

A. In the event that signs are removed, all evidence of past signs shall be removed and damage caused by such removal shall be restored to like-new condition by the Tenant at Tenant’s expense.
Exhibit B
Preliminary Restaurant Signage

[INSERT CFA SIGN PACKAGE]
Exhibit C

Mounting Options
SUBMITTAL LIST
January 6, 2020

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 Special Use at 45 S. Waukegan Road and amendment to the multiple use unified development (defacto commercial PUD).

Prefiling Conference (workshop meeting) Submittals

Two (2) sets of plans are due three (3) weeks prior to the prefiling conference for staff review and comments. Four (4) sets of paper plans and one electronic copy are due 2 weeks prior to the prefiling conference meeting.

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 of the proposed renovations (a scaled site plan with data table, scaled building elevation drawings including proposed wall signage and pylon sign based on the approved sign criteria for the development, and a preliminary landscape plan, an explanation of the drive-thru operation that you will be seeking, and the traffic and parking analysis (sometimes preliminary analysis is submitted if the traffic and parking study is not ready).

Public Hearing Submittals

Two (2) sets of plans are due three (3) weeks prior to the public hearing for staff review and comments. Four (4) sets of paper plans and one electronic copy are due 2 weeks prior to the public hearing meeting.

- A detailed written project description of the proposed operations will need to be submitted. The written description needs to include items such as: a description of the business proposed at this location; hours of operation; anticipated peak hours (busiest times); total number of employees (include the maximum working at one time) and the location of employee parking, gross square footage of the store, information about deliveries/loading (location, hours of delivery) and an explanation of the drive-thru operations that you will be seeking.

- A scaled and fully dimensioned site plan of the property will need to be submitted. Amendment to the multiple use unified development (defacto commercial PUD) - Commercial PUDs are a Special Use in the C-2 Outlying Commercial District. Any changes (buildings, parking lots, landscaping, lighting, etc.) to a commercial PUD must be approved by the Village. The site plan will need to show all of the changes to the property (the previously approved site plan) including the parking lots, sidewalks, the location of all refuse/trash area enclosure, fire lanes, delivery/loading areas, benches, any new fencing, bike racks, flag poles, etc. (commercial flags are not allowed), landscaping and the drive-thru operation. Any changes to vehicular and
pedestrian connections to the surrounding properties needs to be shown on the site plan. Include a data table with data such as: total gross square footage of the store, the gross square footage of development existing and proposed parking spaces (including the number and size of the spaces, including handicapped spaces); building lot coverage, lot area, and usable open space (this should be on the previously approved site plan).

- A traffic and parking study to demonstrate that parking and traffic will work for this use, and the remainder of the shopping center. The study needs to demonstrate that the proposed use will not have an adverse impact on the shopping center at its peak parking demand times, and there will be adequate parking for the day to day operations of the financial institution and other uses in shopping center. Traffic flow and safety in the area is also analyzed by the consultant. If pharmacy has any empirical data for a weekday and weekend from a similar sized operation that you could provide to the Plan Commission that would probably be helpful to understanding the traffic and parking demands of the pharmacy. The lack of a traffic signal could be a challenge, as well as the challenge for the pharmacy with more than one drive-thru on the property.

- A scaled floor plan of the proposed pharmacy will need to be submitted.

- Scaled building elevation drawings of each wall of the pharmacy. The building elevation drawings will need to detail all the proposed exterior building materials and colors, and includes details for building lighting, awnings, all exterior signage building entrances, etc. All of these details have to be shown on the detailed, scaled elevation drawings with an exterior materials legend provided on the elevation drawings. Color and material samples of the exterior materials must be brought to the meetings.

- Scaled elevation drawings showing all proposed exterior wall signage is required. The drawings must detail the size, content, colors, lighting, and the materials the sign is made of. The height of sign letters need to be indicated on the plans. Any wall signs must also be detailed on the building elevation drawings. Try to keep the signs low on the building walls. Wall signs should not project higher than the roof deck of the building. The top of the roof deck of the building must be indicated on the elevation drawings with a dashed line. If the wall sign projects above the roof deck of a building, the Appearance Review Commission may grant a modification (exception) to allow the sign to exceed the roof deck by up to 3 feet. If the sign exceeds the roof deck by more than 3 feet a sign modification (exception), through the Plan Commission and Village Board is necessary.

- Front and rear wall signs cannot exceed 8% of the area of the wall to which the sign is affixed or 80 square feet whichever is greater, and side wall signs cannot exceed 4% of the area of the wall to which the sign is affixed or 40 square feet whichever is greater, and in no case may a wall sign exceed 250 square feet in area. Signs are measured by placing a box/rectangle around all sign elements. The area of the wall
on which to sign is to be placed is measured from grade to the top of the roof deck. This shopping center has an approved set of signage criteria which must be followed. Be sure to follow all the proposed sign criteria as well as the Village sign ordinance – whichever is more restrictive applies. Bring all color and material samples of all the proposed exterior wall signage to the meetings.

- Provide a scaled elevation drawing with all the sign details (all details of the panel - the colors, size of letters, dimensions of the letters and borders, etc. have to be provided on the drawing) of the proposed signage that is to be placed on the ground signs on Waukegan Road.

- The Village also has window sign regulations which are available online at www.deerfield.il.us, go to Businesses → New Business → Regulations, then click on Window Sign Regulations.

- Bring all color and material samples of all the proposed exterior wall signage to the meetings.

- A drive-thru is a special use in the C-2 District. Please address the Plan Commission’s seven Special Use standards in writing.

- If changes are proposed, a detailed landscaping plan including a table with the type of planting materials, location, quantity and size at the time of planting. Any existing trees that are to be removed needs to be shown on your plans.

- All new rooftop mechanical equipment must be screened from view as shown on your approved plans (Sheet Retail B – Building Section, dated 12/21/17). Verify that HVAC units will not be seen. Show all roof screening on the elevation drawings. Also, a rooftop plan showing the location of the rooftop mechanical equipment (rtu) will need to be submitted. Rooftop screens were previously approved, please show these on your elevation drawings.

- If changes are proposed all trash/refuse areas must be fully screened from view. An elevation drawing must be submitted and the trash/refuse areas must be shown on the site plan. The trash/refuse area needs to be big enough to hold all the trash containers inside the screened area, including any recycling containers and bins.

- If changes are proposed, a parking lot lighting plan will need to be submitted. Detailed information has to be submitted including: a photometrics plans showing lighting output on the property (including at the property lines where the output needs to be zero - i.e., lighting cannot spill over the property lines), the location, height, and color of the proposed light poles, a drawing of the proposed light fixture, and the output of the proposed lights. The location of any lighting on the building itself must be shown on the elevation drawings. The hours of the parking lot light/timing of the lighting needs to be indicated on the plans.
• 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 lessen the impact of the development on the environment.

• At this time, please begin discussions with the Village Engineering Department to see if they need anything further for this use. Final Engineering should have been approved with the development of the site.

• The Northbrook Fire Department must approve the site plan for emergency vehicle accessibility as they have jurisdiction south of Lake Cook Road. Submit a site plan directly to the Director of Fire Prevention for approval. The Plan Commission will need a letter in their submittal packet from the Fire Department approving the site plan for emergency vehicle accessibility.

For background purposes only, please see the bulk regulations for a commercial planned unit development. The zoning regulations can be found at the following link: http://www.deerfield.il.us/473/Zoning-Ordinance. I would recommend reviewing the following sections in the Zoning Ordinance for Deerbrook Mall project: Article 12.05 (Commercial Planned Unit Development), Article 5.02 (C-2 Outlying Commercial District), Article 13.11 (Special Uses including the Special Use standards that are used to evaluate a proposal), Article 8.02 (Off-Street Parking), Article 9.02-B, 8 (Signage), Article 8.03 (Loading), and Article 2.04-E (Storage of Refuse).

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 the Special Use for the pharmacy, 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 Special Use 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. The issue of a building plan review was discussed at a recent meeting with the applicant.

We will send you the Plan Commission application. The applicant is always the current property owner and they must sign off on the application. The current property owner must submit the most current plat of survey and proof of ownership (a deed and a title policy) with the Plan Commission application. The Board Room presentation/set up requirements are explained as part of the application.

As you are aware, the Village has an Appearance Review Commission (ARC) which must approve the exterior elements of the project (e.g. elevations, signage, landscaping, etc). The contact for this group is Liz Delevitt at (847) 719-7483. Please
coordinate with Liz with any questions about the ARC review process and application. Please provide this list of submittals to all of your consultants so they are aware of the level of detail needed.

Questions regarding building permits and building codes, can be directed to Clint Case, Code Enforcement Supervisor, at (847) 719-7472.

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 Planner