



VILLAGE OF DEERFIELD

DATE: December 1, 2020

TO: Mayor and Board of Trustees

CC: Kent Street, Village Manager

FROM: Andrew Lichterman, Asst. Vil. Mgr. / Dir. of Community Development
Clint Case, Building and Code Enforcement Supervisor
Jeff Ryckaert, Principal Planner

**SUBJECT: Community Development Department Report
January 1 - November 30, 2020**

Purpose

This memo outlines notable activities undertaken by the Community Development Department from the period of January 1, through November 30, 2020.

COVID-19 Operational Impacts and Continuity of Service

The Department adjusted to the challenges presented by the COVID-19 and implemented new service delivery approaches to keep Department operations moving forward. The Building Division was able to continue accepting building permits uninterrupted, via a drop box system, even when the Village Hall was closed to the public. Residential occupied home inspections were paused for approximately a 30-day period this summer but inspection services were provided remotely, when possible, and exterior inspections and commercial property inspections were never interrupted. Staff worked closely with builders to schedule demolitions around the Stay-at-Home Order and provided builders relief when their projects were delayed due to supply chain issues.

Staff worked closely with our businesses and restaurants to guide them through the changing landscape of indoor/outdoor dining requirements and essential/non-essential retail capacity requirements and the like. Staff developed administrative protocols for temporarily permitting expanded outdoor service areas, which were approved by Village Board via Resolution on two occasions. Code enforcement and sign violations were relaxed in an effort to support businesses during this uniquely challenging time.

The Planning Division continued to meet with prospective developers and applicants throughout the pandemic and continued the land use approval process uninterrupted, as the Plan Commission and Appearance Review Commission continued to hold regular monthly meetings remotely. Petitioners experienced no delay from the Village as they continued to bring forward numerous economic development proposals that invest in our community.

Building Division

- Overall building permit activity, measured by total number of building permits (1,187) and total number of building inspections (2,114), are largely consistent with activity levels experienced last year. However, a notable trend this year was an increase in the number of improvements for outdoor spaces such as for pools, patios/decks, fire pits, and fences. For instance, the Village issued 19 residential pool permits (majority above ground) and 201 fence permits this year compared to just three residential pool permits and 98 fence permits in 2019.
- 2020 permit fees, year-to-date, total \$1,107,885 which exceeds the budgeted revenue amount of \$925,000. The \$21.5 million investment in the newly transferred Horizon Pharmaceuticals campus is a significant contributor to this year's permit fees.
- The estimated construction cost of all construction permits issued totals \$58 million. Moreover, of the 1,152 construction permits issued 90% of the permits are for residential improvements.
- Eight homes were owner/developer demolished, year to date, compared to 11 demolitions in 2019 and 15 demolitions in 2018. Nine new single-family homes are currently under construction compared to 11 new single family homes constructed in 2019 and 18 new single-family homes constructed in 2018.
- Staff has received official court documents notifying the Village of eight properties currently under notice of foreclosure (lis pendens). Last year, the Village received 20 such notifications. Staff is currently pursuing two active nuisance properties that could be candidates for demolition in the next year, if not acted upon.
- Staff has responded to 158 FOIA requests (compared to 135 such requests last year) and held 4 Public Hearings with the Board of Zoning Appeals.
- The Division completed the Insurance Service Officer's (ISO) 5-year audit report. The resulting Building Code Effectiveness Grading Classification is a four for residential, commercial and industrial property types in the Village. The ISO insurance rating program will provide rating credits to individual property insurance policies in recognition of community efforts to mitigate property damage due to natural disasters. This rating also has bearing on the Village's Community Rating System (CRS) Classification, which impacts local flood insurance rates. This audit is a substantial work effort that requires many hours of preparation and gathering of documents to be made available to the ISO representative at the time of interview/audit.

Planning Division

- Following a recommendation from the Village Board, staff is actively working with the Plan Commission to draft an inclusionary zoning ordinance that will stipulate affordable housing requirements in developments of a certain size. The Plan Commission has held two workshop meetings on this topic and will discuss the matter again in January. It is anticipated that the Plan Commission will hold a Public Hearing on this matter early next year and subsequently forward their recommendation to the Village Board for final consideration.
- Staff is actively working with the Village's consultant Kane McKenna to complete an eligibility study and financial analysis for a possible Tax Increment Financing District on the vacant 10-acre site in the rear of Deerbrook Mall, which is proposed for redevelopment with a luxury rental apartment community by REVA. It is anticipated that ordinances/resolutions formally commencing the TIF process will be presented to the Village Board prior to the end of the year.
- Other notable land use matters evaluated by the Planning Division staff include the final development plan for Zion Woods, a 25-unit affordable housing development proposed for 10 Deerfield Road, and a 40-unit luxury apartment development proposed for 833 Deerfield Road in Deerfield Square.
- As staff liaisons to several boards and commissions, staff participated in 15 public meetings with the Plan Commission, 9 meetings with the Appearance Review Commission and 3 meetings with the Village Center Commission.
- Staff also supported several special projects including a large effort around the 2020 Census, regular website updates including highlighting sustainable developments in the Village and is currently working to convert the Zoning Ordinance to a more user-friendly format that can be hosted electronically similar to the Municipal Code.
- Staff managed scheduling of two downtown banner poles including the addition of two new designs, one of which utilized art from a Deerfield High School student and the second design promoted mask usage during COVID-19. Staff also worked with Mayor Rosenthal to select 160 new decorative bows for display in the Village Center during the winter holiday season. The gold bows replaced the burgundy bows, which had worn out over the years.

Conclusion

Enclosed with this memo are work statistics for both the Building and Planning Division. Also included is a summary of the Deerfield residential real estate market as compared to Highland Park and Northbrook. A complete listing of the Plan Commission petitions are also attached as Appendix A.

Andrew Lichterman, Assistant Village Manager / Director of Community Development, will be present at the December 7 Board meeting to summarize the report and answer questions.

About **COMMUNITY DEVELOPMENT**

The Community Development Department is responsible for all aspects of planning, building, and zoning. The Department consists of a Building Division and a Planning Division. The Department administers and enforces the Zoning Ordinance, Subdivision Ordinance, and Building Codes. The Department provides analysis and technical assistance on all items that come before the Plan Commission, the Board of Zoning Appeals, the Village Center Commission, the Appearance Review Commission, and various task forces.



Staff: Director of Community Development, Code Enforcement Supervisor, Principal Planner, Assistant Code Enforcement Supervisor, Building Inspector, Planner, Planning and Design Specialist, Permit Technician, and an Administrative Assistant II.

BUILDING DIVISION

The Building Division is instrumental in coordinating with other Village departments in the implementation of projects throughout the Village. The Building Division ensures timely review and issuance of permits, inspection services and uniform enforcement of all Village ordinances, codes and regulations relating to new construction of buildings and structures including improvements and repair, alteration and demolition of existing buildings and structures.

2020

1,187

Total Building Permits

2019

1,262

Total Building Permits

2020

2,114

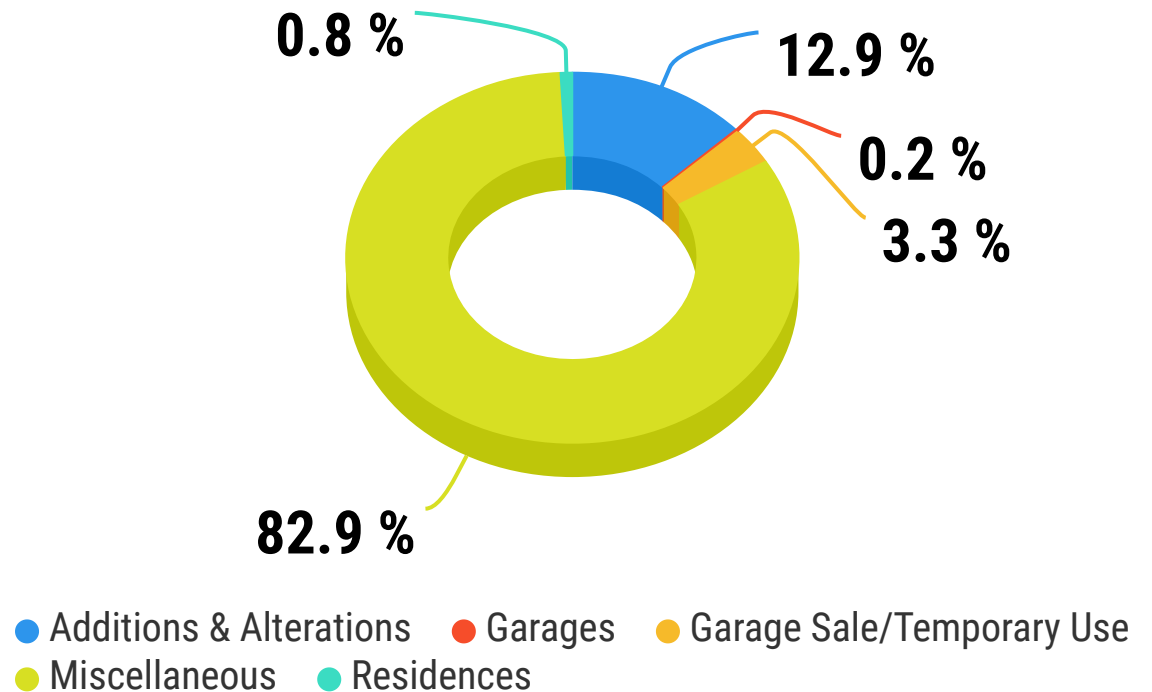
Building Inspections

2019

2,587

Building Inspections

2020 Building Permits



Note: Building Permits include construction permits and garage sale/temporary use permits

Construction Permits at a Glance

2020 Permit Fees Collected

\$1,107,885

2019 Permit Fees Collected

\$1,729,471

Percentage of 2019 Fees Collected.

64%

2020 Plan Review Fees Collected

\$82,438

2019 Plan Review Fees Collected

\$89,419

Percentage of 2019 Fees Collected

92%

2020 Construction Permits Issued

1,152

Residential

90%

Commercial

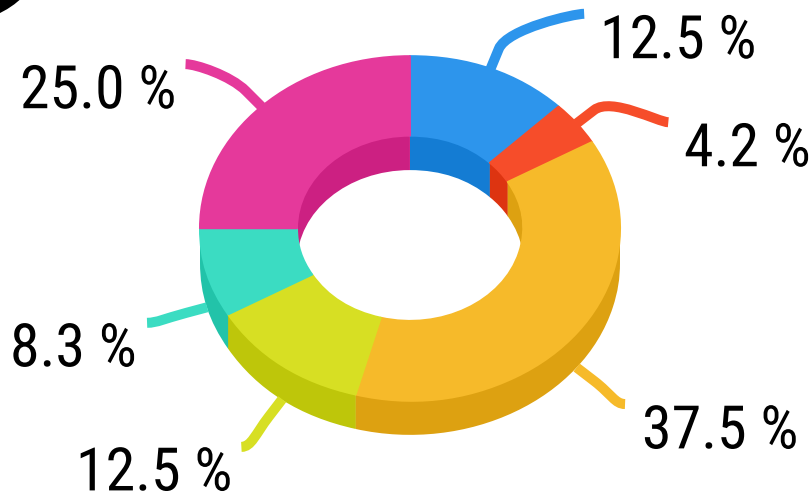
10%

PLANNING DIVISION

Planning ties together the Village's growth with the goal of helping create a healthy, well developed community. The Planning Division reviews and analyzes all land development plans for the Village including subdivisions, special uses, annexations, re-zonings and planned unit developments. Planning staff members work with the public, including residents and developers, to help them understand the development process and the zoning rights associated with a specific parcel of land.

2020 Plan Commission Petitions

15 Public Meetings

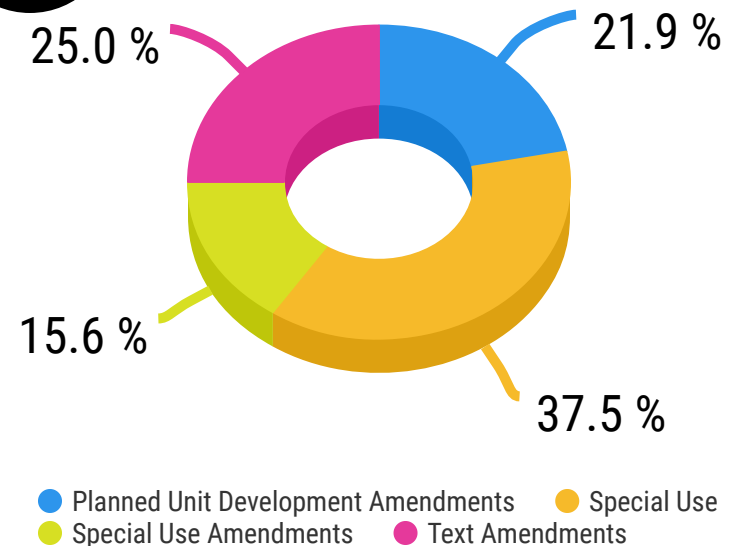


- Planned Unit Development Amendments
- Resubdivisions
- Special Use
- Special Use Amendments
- Substantial Conformance
- Text Amendments

Note: For a complete listing of Plan Commission petitions see Appendix A

2019 Plan Commission Petitions

17 Public Meetings



- Planned Unit Development Amendments
- Special Use
- Special Use Amendments
- Text Amendments

COMMISSIONS

Appearance Review Commission



The Appearance Review Commission (ARC) has jurisdiction within the Village Center boundaries (downtown Deerfield) and in the C-2 Outlying Commercial District. Any exterior changes which would require a building permit or a deviation from an approved Planned Unit development need a certificate of approval issued by the ARC, including changes to building façades, sites, landscaping, and signs.

Board of Zoning Appeals



Village Center Commission



Residential Real Estate - At a Glance

The major attributes of the Deerfield housing market are consistent with those of Highland Park and Northbrook. Inventory is down in all three communities. Average market time is down in Deerfield but has increased in Highland Park and Northbrook. Notably, Deerfield has the short market time of all communities (102 day average). Similarly, Deerfield has the shortest amount of days that it takes for a seller to receive a contract from the time they place their home on the market (54 day average). This equates to 4.3 months of supply, which is less than both Highland Park and Northbrook.

In conclusion, the external forces affecting the housing market are hitting all three communities equally and there is nothing unique that is adversely impacting the Deerfield residential housing market. Median sales price and the housing market remains strong.

	 Deerfield	 Northbrook	 Highland Park
Sales Price (Median) %Change	\$418,750 6.4%	\$460,000 0.0%	\$481,000 8.4%
Homes for Sale %Change	121 -27.1%	296 -16.1%	244 -30.3%
Market Time (Average Days) %Change	102 -8.9%	115 6.5%	138 4.5%
Listing to Contract (Average Days) %Change	54 1.9%	56 7.7%	69 -1.4%
Months Supply of Homes for Sale % Change	4.3 -21.8%	5.1 -15.0%	5.1 -40.0%
Percent of Original Price (Average) % Change	94.1 1.1%	93.7 0.3%	92.6 1.8%
Price per Square Footage (Median) % Change	\$191 2.1%	\$198 -1.5%	\$191 -0.5%

The above information is based on a twelve-month rolling average, where applicable, ending as of November 30, 2020.

Source: Multiple Listing Service - Illinois

APPENIDX A

Meeting Date	Petitioner	Special Use	Amend Planned Unit Development	Amend Special Use	Text Amendment	Resubdivision	Finding of Substantial Conformance	Public Hearing	Workshop Meeting
1/9/2020	Brunch Café Cadwell Corners	1	1					1	1
1/9/2020	Asian Foot Spa 405 Lake Cook Road, A3 DF Park Plaza	1						1	
1/9/2020	A Plus Massage 400 Lake Cook Rd	1						1	
1/23/2020 2/27/2020	Walgreens Drive- Thru 95 S. Waukegan Rd	1						1	
2/13/2020 3/12/2020	Caruso Middle School - 1801 Montgomery Dr.			1				1	
2/13/2020	2020 Zoning Map								1
2/27/2020 6/25/2020 7/23/2020	Carsons 200 Waukegan Rd.			1				1	2
6/25/2020 7/23/2020	NSCOF 700 Osterman Av	1						1	
6/25/2020 7/23/2020	River Trails Animal Hospital - 711 Waukegan Rd	1			1			1	
6/25/2020 7/23/2020	Aesthetician & Massage Services 151 Pfingsten Rd	1			1			1	
8/13/2020	AMLI Dog Run1525 Lake Cook Road						1		1
8/13/2020 9/24/2020	DF Square Apartments 833 Deerfield Rd	1	1		2			1	1
9/10/2020 10/8/2020	Inclusionary Zoning Ordinance								2
9/10/2020 10/8/2020	114 Pine Street	1			1			1	1
9/24/2020 10/22/2020	Horizon Sign Plan		1					1	1
10/8/2020	10 Deerfield Rd - Final Development Plan						1		1
10/22/2020	Deerfield High Schol - Digital Scoreboard			1	1				1
11/12/2020	One Medical Office SU 730 Waukegan Rd	1						1	
11/12/2020	75 & 95 S. Waukegan Rd	1	1			1			
Totals		9	3	3	6	1	2	11	11