

# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff

**COPY:** Village President & Board of Trustees – Department Heads

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** January 20, 2017

**SUBJECT:** STAFF BRIEFING

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## WEEK OF January 16, 2017

### PUBLIC WORKS COMMITTEE MEETING

On Tuesday, January 17, the Public Works Committee of the Village Board held a meeting to review the Voltz Road Corridor Traffic Study and the feedback received at the September 29, 2016 open house. After discussion and comments from the residents, the Committee moved to recommend to the Village Board the proposed improvements along the Voltz Road Corridor – including a narrowing of lanes on Lee Road, between Walters Avenue and Shermer Road; restriping and narrowing of Voltz Road, between Sunset Ridge and the second 90 degree bend; the installation of a right-turn lane from Voltz Road to Waukegan Road; and the addition of bike sharrows where feasible. The Committee also directed staff to follow up with the Illinois Department of Transportation (IDOT) on the Phase 1 study for the northbound left-turn lane from Waukegan Road to Maple Road. The Village Board will consider these recommendations at a future meeting.

### PLAN COMMISSION

On Tuesday, January 17, the Plan Commission held its regular meeting and reviewed the following applications:

- **Northbrook Toyota – 1500-1550 Skokie.** The Commission held its second public hearing on an application seeking zoning and subdivision relief to allow the expansion and renovation of an existing car dealership at the subject site. The Commission reviewed the additional information submitted by the applicant. No one from the public spoke during the public hearing. After closing the public hearing, the Commission directed staff to prepare a resolution recommending approval of the application as revised. The Commission will consider the resolution at its February 7 meeting.
- **Providence Farm- 1620 Sunset Ridge Road.** The Commission held its second public hearing on an application seeking a Zoning Code text amendment and special permit approval to allow a sober living transitional services facility with up to 11 residents, including one staff person, on the subject property. The applicant presented additional information in support of its application. As with the first public hearing, property owners in the area spoke in opposition to the project. Other members of the public spoke in favor of the project. After closing the public hearing, Commission members stated their position on the requested zoning relief. Some commission members expressed support for the requested relief, while others continued to express reservations regarding allowing a transitional services facility with up to eleven residents. The Commission directed staff to prepare a resolution recommending approval of the requested relief with a number of conditions. The Commission will consider the resolution at its February 7 meeting.

- **Hilco Wall Sign – 5 Revere Drive.** The Commission held its first public hearing on an application requesting special permit approval to allow a wall sign, the top of which would be more than 20 feet from grade. Four members of the public spoke in opposition due to concerns regarding light from the proposed sign. After the Applicant responded to such concerns, the Commission closed the public hearing and directed staff to prepare a resolution recommending approval of the proposed sign. The Commission will consider this resolution at its February 7 meeting.

The next meeting of the Plan Commission is scheduled for Tuesday, February 7.

#### ENVIRONMENTAL QUALITY COMMISSION

The Environmental Quality Commission held its regular meeting on Thursday, January 19. The Commission continued the planning process for the Earth and Arbor Day celebration scheduled for Saturday, April 22. An update was provided on the status of proposed legislation banning coal tar in commercial drive way sealers on a statewide basis. The Commission also continued to discuss the creation of a Green Business Award which would recognize Northbrook businesses that are taking steps to reduce their environmental impact. A draft of the program was reviewed and the Commission will continue to develop a fully formed program in their upcoming meetings. The Commission also continued discussing a heritage tree program. The next meeting of the Environmental Quality Commission is scheduled for Thursday, February 16.

#### STORMWATER MANAGEMENT COMMISSION

The Stormwater Management Commission held its regular meeting on Thursday, January 19. The Commission reviewed the status of projects in the design phase and those that will have construction bid out this spring. The Commission also discussed options for property acquisition for the Willow Creek Subdivision project. Staff provided the Commission with updated costs for the engineering and construction of projects that have been included in the Capital Improvement Plan (CIP). The Commission requested that staff provide an update on the awarded costs of projects vs. those that were included in the 2011 Master Stormwater Management Plan and subsequent addendums at their next meeting. The next meeting of the Stormwater Management Commission is scheduled for Thursday, March 16.

#### WOOD OAKS JR. HIGH –EPISODE AT ASSEMBLY

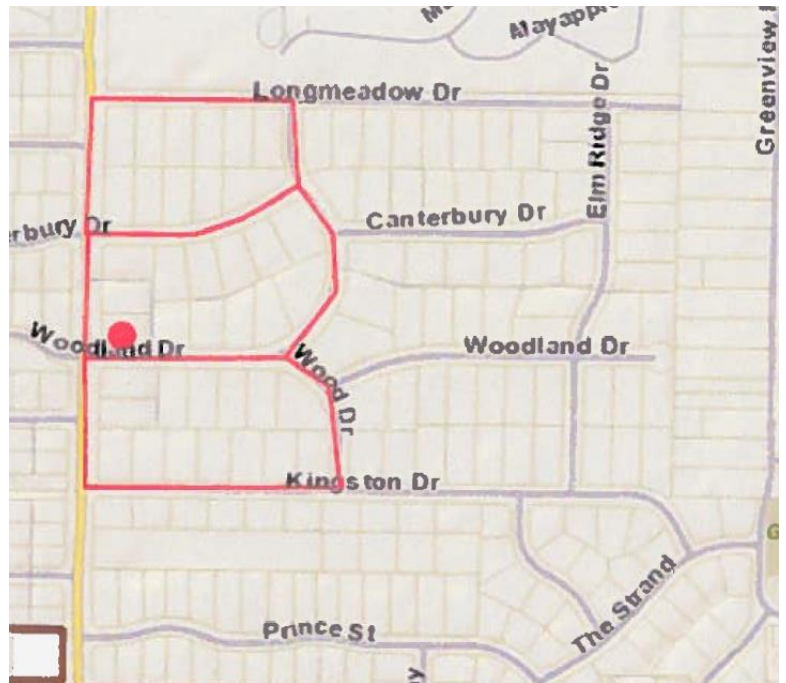
On Friday, January 20, during the morning assembly at Wood Oaks Junior High, a student fainted and others indicated they too felt ill. After the assembly, several students were evaluated in the nurse's office with the assistance of Northbrook Fire Department paramedics. The Fire Department, in cooperation with school staff, evaluated and confirmed that there are no building or environmental issues that caused the episode. As of this writing, the Fire Department believes the cause was a combination of students becoming overheated during the performance and then feeling anxious after one student fainted.

#### WATER MAIN BREAKS

This week, the Village experienced a total of four water main breaks. On Saturday, January 14, two breaks occurred. The first break occurred on the 1400 block of Little Moose on a 6-inch cast iron water main. The break was located under an asphalt driveway and water was turned off to fourteen homes for approximately one hour while the repair was made. The second break was located on the 1500 block of Maple Avenue. The break was located on a 6-inch cast iron main. Eleven homes were impacted by the water shut off which lasted approximately 30 minutes. The third and fourth breaks of the week occurred on Tuesday, January 17 in the 1300 block of Crestwood Drive, which impacted 24 homes and lasted an hour and on Wednesday, January 18 on the 1900 block of Raymond Drive, which impacted 59 businesses however the repair, which took about an hour, was scheduled early the following day which allowed staff time to notify the businesses in effort to minimize the inconvenience.

**PARKWAY TREE TRIMMING PROGRAM**

Each year, the Village of Northbrook trims parkway trees using contractual assistance. Trees are trimmed to prevent unnecessary damage during storms and protect pedestrians and motorists from low hanging branches, promote the health of the tree, and lastly ensure that the tree is aesthetically pleasing. Trees are trimmed during their dormant period during the winter months to minimize trauma to the tree. This week, tree trimming was completed south of Willow Road along Cobblewood Drive, Brian Drive, Quail Lane and Greenwood Road. The contractor also began trimming in the area bordered by Longmeadow Drive, Wood Drive, Pfingsten Road, and Kingston Drive. This section will take approximately one more week to complete.



**Week of January 23, 2017**

<b>MON.</b>	<b>1/23</b>	7:30 p.m.	ZBA – Board Room
<b>TUES.</b>	<b>1/24</b>	7:30 p.m.	Regular Meeting of the Board of Trustees –Board Room
<b>WED.</b>	<b>1/25</b>	7:30 a.m.	Joint EDC/ICDC Meeting – Terrace Room
		7:30 p.m.	Rescheduled Youth Commission – Terrace Room
<b>THURS.</b>	<b>1/26</b>	7:30 a.m.	Foreign Fire Insurance Board – Station 11
<b>FRI.</b>	<b>1/27</b>		<b>No Meetings</b>