

## MEMORANDUM

**TO: STAFF**

**COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS**

**FROM: Richard Nahrstadt, Village Manager**

**DATE: February 20, 2015**

**RE: STAFF BRIEFING**

### WEEK OF February 16, 2015

#### NORTHBROOK PLAN COMMISSION MEETING

The Plan Commission conducted its regular meeting on Tuesday, February 17, during which a public hearing was conducted on Docket No. 14-14, an application submitted by Pulte Homes for an 18-lot Single Family Residential Development, Willow Crossing, located at 3000, 3040, and 3080 Willow Road. The Applicant is requesting to annex the two parcels, currently located in the Village of Glenview, into Northbrook; rezoning the properties to the R-5 Single Family Residential District; and to resubdivide the properties to accommodate an 18-unit detached single family residential planned unit development. The proposed development would contain a public road accessed off of Jasper Court, terminating in a cul-de-sac on the east side of the property with 8 homes proposed on the north side of the road, and 10 homes on the south side of the road, resulting in 4.47 units per acre. The Commission heard testimony from several residents that were opposed to the development, citing concerns with density, surrounding property values, the potential flooding impact the development may have in the area, and the immediate adjacency of multiple smaller single family lots abutting existing larger residential parcels.

Following comments from the public, the Commission closed the public hearing and discussed the application. Several commissioners found the proposal to be too dense, with a lack of yard space around each home, a lack of public open space and amenities, and a lack of off-street guest parking. The Commission also asked that the applicant consider providing additional screening of the Subject Property from the properties to the north, as well as more separation between each home (currently the Applicant was proposing a separation of 12' between each house). The Commission reopened the public hearing and continued it to March 17, at which time the Applicant will return with a revised plan for the Commission to consider.

#### YOUTH COMMISSION MEETING

On Wednesday evening, the Youth Commission met and spent the majority of the night rehearsing for the 18<sup>th</sup> Annual Youth Commission Quiz Bowl, which is scheduled for Thursday, February 26 at 5pm in the Board Room of Village Hall. Eighth graders from Field Middle School, Northbrook Junior High, St. Norbert's, Maple Junior High, and Wood Oaks Junior High will be competing for this year's coveted plaque and bragging rights. Feel free to stop in for some high-spirited, brain-boosting camaraderie!

The next regular meeting of the Youth Commission is tentatively scheduled for March 18.

#### POLICE DEPARTMENT

The Police Department welcomes new Telecommunicator Lisa Dybas, who began her training in the Communications Center on February 18. Lisa has an extensive background in police dispatching, having come from the Westchester Police Department. Welcome Lisa!

### NEW FIRE CHIEF COMPLETES FIRST WEEK ON THE JOB

Please join me in welcoming Fire Chief Jose Torres to the Northbrook team. Chief Torres began his first week with the Village on Monday, February 16. All are invited to the February 24 Board of Trustees meeting where Chief Torres will be formally sworn in at 7:30pm.

### NORTHBROOK ASSISTS WILMETTE WITH STRUCTURE FIRE

At approximately 10:00am on February 17, Northbrook Tower 12 responded to the 900 block of Greenleaf Avenue in Wilmette for a structure fire. Upon arrival, Northbrook was instructed to set up their master stream device and assist with extinguishment operations. Crews were unable to enter the structure due to the type of construction and the heavy fire load. No injuries were reported and the cause of the fire is currently under investigation. Northbrook stations were covered by call back personnel for the duration of the incident.

(Photo provided by Tim Olk)



### FIREFIGHTER BACK SAFETY AND BODY MECHANICS LECTURE AND DEMONSTRATION

During the week of February 16, Northbrook firefighters participated in training on difficult lifting scenarios in small areas such as bathrooms, stairwells and bedrooms. The training emphasized bariatric patient care and transport. Funding for the program was provided by a shared grant from IRMA.



### DEPUTY CHIEF SMELTZER ATTENDS RAILWAY SAFETY DISCUSSION AT MABAS CONFERENCE

Deputy Fire Chief Smeltzer attended the 2015 Mutual Aid Box Alarm System (MABAS) conference held in Springfield IL this week. The conference covers a wide spectrum of Chief Officer topics relating to the management of large scale incidents. The focus of the conference was the Lac-Megantic Crude Oil Derailment Disaster, and the Hazardous Properties of Fracked Crude Oil Products. Taking part in the presentation were members from Union Pacific Railroad (UPRR), Cook County Department of Homeland Security (CCDPHS), Illinois Emergency Management Agency (IEMA), and the Federal Emergency Management Agency (FEMA). The Northbrook Fire Department, with the support of the Village Board, continues their participation with these agencies on the preparation, management, and recovery of incidents involving railroad transportation. In addition, Fire Chief Torres plans on meeting with the representatives from the Railroad industry to discuss this issue in more depth.



(Aerial photo of Lac-Megantic Incident)

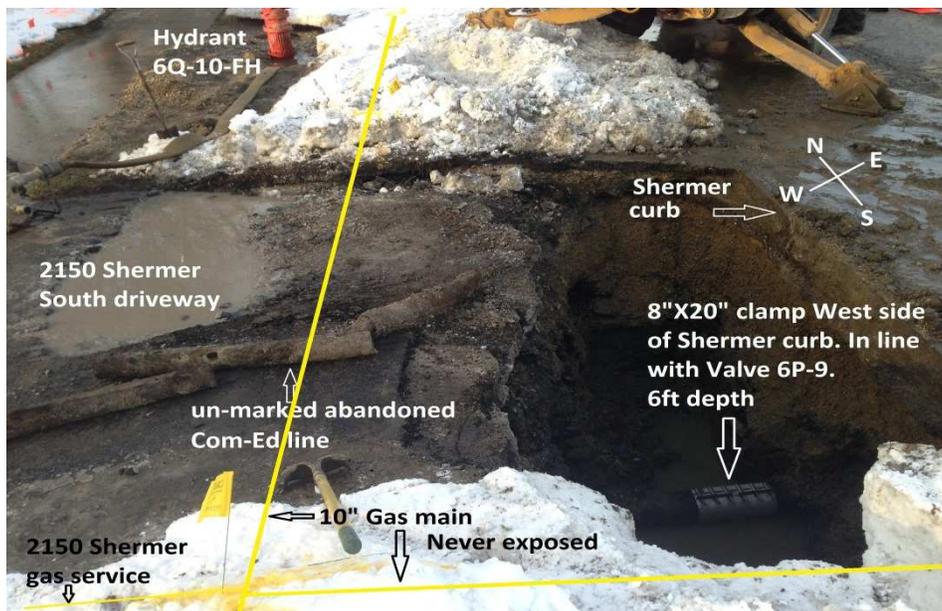
### SKOKIE BOULEVARD SANITARY SEWER IMPROVEMENTS

The Skokie Boulevard sanitary sewer improvements project is scheduled to begin on March 2. The scope of work includes construction of a new sewer to eliminate deficiencies in the pipe and to ensure there is sufficient capacity in the sanitary sewer system serving this corridor. Construction is expected to be complete by the end of July 2015. Public Works staff handed out notices to businesses along the Skokie Boulevard corridor this week to notify them of the coming construction.

The construction on Skokie Boulevard will be in the 500-1500 blocks. During the construction, Skokie Boulevard, between approximately Sunset Ridge Road and the 1500 block of Skokie Boulevard, will be reduced to one lane in each direction. In addition, southbound Skokie Boulevard, between Dundee Road and Henrici Drive, will be reduced to one lane. Access to businesses along Skokie Boulevard will be maintained. More information on the project and the traffic patterns during construction is available on our website at: <http://northbrook.il.us/index.aspx?page=688>.

### SHERMER ROAD WATER MAIN BREAK

On Monday, February 16, Public Works repaired a break in the 2100 block of Shermer Road on an 8" cast iron main that serves Janke Drive. Water was shut off to 12 customers for approximately 2½ hours while crews made the repair. Customers were notified in advance of the water being shutoff for this emergency repair.



### DEMOLITION OF PAMELLA LANE STRUCTURE

The demolition of the uncompleted home at 4050 Pamella was completed this week, with final grading of the site expected to be completed by the end of next week. Construction of the structure began in 2008, however the exterior of the home was never completed.. The Village recently received a court order to demolish the structure, which also authorized the Village to place a primary lien on the property to recover our costs. A series of photos showing the demolition progress are shown below. We appreciate the patience of the neighbors as we have gone through a lengthy enforcement action to get to this point.



**WEEK OF February 23, 2015**

<b>SAT.</b>	<b>2/20</b>	12:30-2:30p.m.	CRC Black History Month Event held at the YMCA
<b>MON.</b>	<b>2/23</b>	7:30 p.m.	ZBA – <b>Cancelled, Rescheduled to 2-26 in Terrace Room</b>
<b>TUES.</b>	<b>2/24</b>	7:30 a.m.	Foreign Fire Board Meeting – Station 11
		7:30 a.m.	ICDC – Terrace Room
		6:05 p.m.	Communications and Legislation Committee – Terrace Room
		7:30 p.m.	Regular Board of Trustee Meeting – Board Room
<b>WED.</b>	<b>2/25</b>		<b>No Meetings</b>
<b>THURS.</b>	<b>2/26</b>	5-7pm	Youth Commission Quiz Bowl- Board Rm, Tower Room, Shermer Study
		7:30 p.m.	Rescheduled ZBA Meeting – Terrace Room
<b>FRI.</b>	<b>2/27</b>		<b>No Meetings</b>