



# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff

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

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** February 24, 2017

**SUBJECT:** STAFF BRIEFING

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## WEEK OF February 20, 2017

### PLAN COMMISSION MEETING

On Tuesday, February 21, the Northbrook Plan Commission held its regular meeting. Since there were no public hearings scheduled, the Commission was able to devote the entire meeting to a review of possible amendments to the Zoning Code for the downtown area. At its prior meetings, the Village Board asked the Plan Commission to review a series of 13 possible zoning mechanisms for potential use in the downtown area based on similar tools used in nearby communities. At the meeting, the Plan Commission considered these items as well as presentations by Staff on existing development conditions and new development in the downtown since the introduction of the Village Green Overlay District, as well as where future redevelopments may occur.

Following the discussion, the Commission asked staff to prepare a draft code amendment incorporating all 13 of the tools studied. The draft regulations will be reviewed by the Plan Commission at a future meeting, before being reviewed with the Board of Trustees at a joint meeting, which will be scheduled later this year. The next regular meeting of the Plan Commission will be held on Tuesday, March 7.

### POLICE DEPARTMENT ACTIVITY

This week, School Resource Officer John Seiler addressed two Forensics classes at Glenbrook North (GBN) High School. His presentations included the different positions/sections that make up the Police Department and how law enforcement investigates bank robberies, processes evidence and property, and handles curfew and traffic law violations. The classes are made up of GBN seniors.

### FIRE DEPARTMENT ASSISTS NICOR DURING GAS LEAK

On Monday, February 20, at 1:30pm, Northbrook fire units responded to the 100 block of Waukegan Road for a report of a natural gas leak. Upon arrival, crews encountered a 4-inch gas main leak apparently caused by contractors performing work in the area. In addition, a 500-gallon propane tank was located nearby, adding to the risk and the volatility of the situation. Fire companies set up a perimeter and monitored buildings in the area for elevated gas levels. Callback personal covered Northbrook stations for approximately nine hours while NICOR Gas worked to isolate the leak.



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, the contractor completed work on Candlewood Hill, Blue Hill Terrace, and Crestwood Drive up to Cherry Lane. Next week, crews will continue working on Cherry Lane and Bar Harbor Terrace.

COMED TREE TRIMMING PROGRAM

As part of its regular maintenance program, ComEd regularly trims trees and branches that interfere with power lines. ComEd crews have been conducting trimming in the area recently and will be completing work in the area bounded by Dundee Road, Skokie Boulevard, Sunset Ridge Road and the Chipilly Woods Forest Preserve in the near future. For more information about ComEd’s tree maintenance project please visit [comed.com/trees](http://comed.com/trees) or call 1-800-Edison-1.

LONE TREE WATER MAIN PROJECT

At the Tuesday, February 14, Village Board meeting, the Village Board approved a contract with A Lamp Concrete Contractors to complete the 2017 Water Main Improvement contract for the Lone Tree Subdivision. The Public Works Department issued letters to all potentially impacted residents regarding this project on Wednesday, February 22. Staff anticipates that work for this project will begin with site layout on Wednesday, March 1. The contractor will also begin installing tree protection and completing tree pruning and saw cutting of concrete shortly after layout has been completed.

WEEK OF FEBRUARY 27, 2017

<b>SUN.</b>	<b>2/26</b>	<b>1-5pm</b>	<b>Youth Commission Civility Training Class – Board Room</b>
<b>MON.</b>	<b>2/27</b>	7:30 p.m.	ZBA – <b>Canceled</b>
<b>TUES.</b>	<b>2/28</b>	7:30 a.m.	ICDC – Terrace Room
		7:30 p.m.	Regular Meeting of the Board of Trustees – Board Room
<b>WED.</b>	<b>3/1</b>		<b><i>Ash Wednesday – Lent begins</i></b>
<b>THURS.</b>	<b>3/2</b>	5:30 p.m.	Electrical Commission – Terrace Room
		7:00 p.m.	Arts Commission – Terrace Room
		7:00 p.m.	Community Relations Commission - Library
<b>FRI.</b>	<b>3/3</b>		<b>No Meetings</b>