



MEMORANDUM VILLAGE OF NORTHBROOK

TO: Staff

COPY: Village President & Board of Trustees – Department Heads

FROM: Richard Nahrstadt, Village Manager

DATE: February 10, 2017

SUBJECT: STAFF BRIEFING

WEEK OF February 6, 2017

PLAN COMMISSION

On Tuesday, February 7, the Plan Commission held its regular meeting and considered the following zoning and subdivision relief applications:

- **Northbrook Toyota – 1500-1550 Skokie:** The Commission adopted a resolution recommending approval of an application for zoning and subdivision relief to allow an expansion and renovation of an existing car dealership at the subject site. The Village Board is tentatively scheduled to consider the approval documents for this application at its Tuesday, February 28 meeting.
- **Providence Farm- 1620 Sunset Ridge Road:** The Commission failed to adopt a resolution recommending approval of this application, which includes Zoning Code text amendments and special permit approval to allow for a sober living transitional services facility on the subject property. The final vote was 4-3 with two members absent (note: a resolution requires five affirmative votes to be adopted). The Village Board will discuss this application at the Tuesday, February 14 meeting.
- **Heritage Woods – Southwest Corner of Techny and Shermer Road.** At the applicant's request, the public hearing on this application was closed, as the applicant is not certain of when they will be able to return to the Commission with a revised plan. Given that the public hearing was closed, when the application is ready to go back before the Plan Commission, the applicant will be required to renote the public hearing, which will include posting a new sign on the property; mailing a new notice to property owners within 250 feet, excluding rights-of-way, of the subject property; and publishing a notice in the newspaper. Also as a courtesy, Village staff will email a copy of the new notice to those individuals interested in the project and for which we have email addresses. If you would like to receive a notice, please email your request to village@northbrook.il.us and include Heritage Woods in the subject line.
- **Hilco Wall Sign – 5 Revere Drive.** The Commission adopted a resolution recommending approval of an application requesting special permit approval to allow a wall sign, the top of which would be more than 20 feet from grade. The Village Board is scheduled to consider the ordinance approving this application at the Tuesday, February 14, Board meeting.

- **NorthShore University HealthSystems – 501 Skokie Boulevard.** The Commission held a public hearing, and after receiving no comments from the public, adopted a resolution recommending approval of an application requesting special permit approval to allow for wall signs, the tops of each which would be more than 20 feet from grade. The Village Board is scheduled to consider an ordinance approving this application at the Tuesday, February 14, Board meeting.

The next meeting of the Plan Commission is scheduled for Tuesday, February 21.

COMMUNITY RELATIONS COMMISSION

On Thursday, February 9, the Community Relations Commission held its regular meeting. At the meeting, the Commission received updates from each of its standing subcommittees on the Northbrook Cares project, the upcoming Celebration of Cultures event scheduled for Sunday, April 23 and the Welcome to Northbrook/Flamingo Friday kickoff event, which will be held in May. Additional discussions occurred on new programs, including the potential of launching a “One Community, One Book” program with Northbrook Public Library, exploring additional methods of outreach and collaborating with other Commissions. The Celebration of Cultures Subcommittee will hold its next meeting on Monday, February 13, at 7:00pm at the YMCA. The Northbrook Cares Subcommittee will hold its next meeting on Thursday, February 16, at 6:30pm at Village Hall.

The Commission’s next regular meeting will be on Thursday, March 2, at the Library.

ARCHITECTURAL CONTROL COMMISSION

On Thursday, February 9, the Architectural Control Commission held its regular meeting. At the meeting, the Commission approved new signs for Huntington Bank at 1220 Meadow Road and new signs for Zen Nail Spa at 510 Dundee Road. The Commission also approved elevations for two single-family homes at 2424 Illinois Road and 1627 Voltz Court. The next Commission meeting is scheduled for March 9.

WATER MAIN BREAK REPAIR

The Public Works Department repaired a break on a 101-year-old 6-inch cast iron water main located in the middle of the Church Street and Shermer Road intersection on Saturday, February 4. Repairs to this section of water main began at 7:00 a.m. Water was turned back on at approximately 9:00 a.m. and the pavement was restored with cold mix at by 11:00 a.m.

LEADERSHIP NORTHBROOK LEARNS ABOUT PUBLIC SAFETY AND THE WATER PLANT

On Friday, February 10, about two dozen participants of the Northbrook Chamber’s *Leadership Northbrook* program were greeted by Police Chief Wernick at the Police Station Headquarters. The participants learned about Northbrook’s public safety services and toured the police station. The group then proceeded to Fire Station 11 to learn more about public safety and finished their program with a tour of the Northbrook Water Filtration Plant.



On Wednesday, February 8, Chief Wernick spoke to approximately 100 Senior Men’s Club members at the Bernard Weinger Jewish Community Center. His topics included recent crime trends, such as identity theft and how to protect one’s identity and accounts.

Also on Wednesday, Animal Control Officer Gina Manski addressed the Divine Word Techny Elders on animal control in Northbrook and informed them of her duties with regard to wildlife concerns and safety issues.

BROWNIE TROOP VISITS THE FIRE STATION

On Tuesday, February 7, the second-grade Brownie Troop from Meadowbrook School hosted the Fire Department’s Ambulance 11 for their meeting. Fire Department personnel presented an interactive fire safety presentation covering “stop, drop, and roll”, exit drills in the home, the importance of meeting places and using the 911 system, and finished with a hands-on tour of Ambulance 11.



On Wednesday February 8, the K-2 Structured Academic Independent Learning (SAIL) North Suburban Special Education District class from Meadowbrook School visited Fire Department Headquarters. The students enjoyed a tour of the living areas and were able to see the tools and protective gear that firefighters use on a daily basis. The tour was a part of their monthly scheduled outings to discover their community. Community, business and school groups are encouraged to contact the Fire Prevention Bureau at 847- 272-2141 to schedule a fire station tour or a fire safety presentation.

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. The Village’s contractor has trimmed 1,043 of the approximately 2,000 trees scheduled to be trimmed under the program. It is anticipated that the program will be completed by early March. This coming week, tree trimming was completed near Illinois Road, Maple Avenue, and Oak Avenue approaching Pfingsten Road. The contractor will continue trimming along Walters Avenue, between Pfingsten Road and Western Avenue, as well as Crestwood Drive, Brookside Lane and Candlewood Hill Road.

WEEK OF FEBRUARY 13, 2017

SUN.	2/12		Lincoln’s Birthday
MON.	2/13	7:00 p.m.	CRC Celebration of Cultures Subcommittee Meeting - YMCA
TUES.	2/14		Valentine’s Day
		7:30 p.m.	Regular Meeting of the Board of Trustees – Board Room
WED.	2/15	7:00 p.m.	Youth Commission – Terrace Room
THURS.	2/16	6:30 p.m.	CRC Northbrook Cares Subcommittee Meeting – Terrace Room
		7:00 p.m.	EQC – Shermer Study
FRI.	2/17		No Meetings