

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES
DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: March 22,, 2013

RE: STAFF BRIEFING

WEEK OF MARCH 18, 2013

PUBLIC WORKS COMMITTEE

On Tuesday, March 19, the Public Works Committee of the Village Board discussed proposed changes to the Tree Preservation Ordinance and heard a request for the removal of a heritage tree. Staff presented multiple changes to the Tree Preservation Ordinance, many of which were minor clarifications or adjustments to bring the Code in to line with industry best and the Village's current practices. Some of the other proposed amendments include allowing the removal of a heritage tree from a property's required yard upon adoption of a resolution by the Village Board and adjustments to the Annual Fee Ordinance to ensure that the fee in-lieu of reforestation adequately covers the cost of planting new trees. The Committee agreed with the proposed amendments and recommended their adoption by the full Board of Trustees.

The builder and property owner of 1300 Wendy Drive were present and provided information on their request to remove a heritage tree from the aforementioned property. The tree is located in such a place where it will more than likely become damaged during construction of a new home and could become a hazard. The Public Works Committee recommends that the Village Board approve the removal of the heritage tree, so long as the applicant pay a reforestation fee of \$250 per diameter inch of the tree to be removed; mill the wood for a purpose other than firewood, woodchips, or mulch; use the wood during construction; and take aggressive measures to preserve other heritage trees on the property and those located on adjacent properties.

Staff will be working to draft the necessary documents for consideration by the Village Board during their meeting on April 16, 2013.

PLAN COMMISSION

At its regular meeting on March 19, the Plan Commission held a public meeting on Docket No. 13-05 - 2315 Catherine Street and 1308 Briarwood Lane, an application requesting approval of a minor subdivision for a lot line adjustment. The Commission had no concerns regarding the lot line adjustment and adopted a resolution recommending approval.

Also at its March 19 meeting, the Commission held its first **public hearing** on Docket No. 12-14, an application by the Village to establish a new Industrial and Commercial Services (ICS) Zoning District. Over the past several months, staff had been working with the Commission regarding the details of the new district. This was the first opportunity for the public to formally comment on the district. Staff had sent a courtesy notice to the businesses and property owners in the areas designated by the Comprehensive Plan as appropriate for this new zoning district. Two members of the public spoke during the public hearing. One member of the public had questions regarding uses being allowed, in particular why mini-storage facilities were not being allowed. The other member asked for clarification on the parking and setback requirements

in the new district. The Commission then closed the public hearing and directed staff to prepare a resolution recommending adoption of the proposed district.

The Commission also directed staff to set a public hearing on an amendment to the Zoning Code clarifying and allowing the Village to rezone non-conforming lots or lots with non-conforming structures to a new zoning district, including the ICS District. The Commission will hold this public hearing, as well as consider the resolution recommending adoption of the ICS District, on April 16.

The next Plan Commission meeting will be held on April 2. At that meeting, the Commission is scheduled to hold a public hearing on a special permit for a wall sign at 650 Dundee Road as well as hold a workshop session to discuss existing parking and loading standards.

YOUTH COMMISSION

On Thursday evening, the Youth Commission spent time planning the 4th Annual Film Fest. The event is tentatively scheduled for Monday, June 10 at the Northbrook Public Library. All are encouraged to attend and, if you are or know a budding student filmmaker, please be encouraged to enter the contest.

The Commission also noted the resignation of long-time member Sandie Huberty. Sandie's contributions and presence will be missed. Her service will be recognized at an upcoming Village Board meeting.

ENVIRONMENTAL QUALITY COMMISSION

The Environmental Quality Commission held their monthly meeting on Thursday, March 21. The group welcomed new member Sandra Garber. Discussion focused on upcoming events such as the Farmer's Market, river cleanup, and the Village's Earth/Arbor Day event. During the Earth/Arbor Day event, the Commission decided they will provide information about the installation of a rain barrel, a brochure on rain gardens, gather and share information about the location of private property stormwater improvements (e.g. rain gardens, rain barrels, etc.), and raffle a rain barrel. The Commission also discussed the Community Garden's request for a third garden location on Village property. Staff will be discussing the proposed sites and provide a report by the next meeting. The Commission's next meeting is scheduled for 7:00pm on Thursday, April 18.

ARTS COMMISSION ART IN THE PARK SUBCOMMITTEE MEETING

On Thursday, March 21, the Arts Commission Art in the Park Subcommittee met to discuss details of the July 13 and 14 Art in the Park Fine Arts Festival. The Committee members reviewed their action plan for the event, which details everything from advertising of festival, entertainment and food vendors to coordinating the artists and volunteers. Volunteers are needed to work on a variety of subcommittees as well as to provide a few hours of time during the event. A "call for volunteers" will be included in the April and May Village newsletter.

2014 IDOT & CCDOTH PROJECTS

Village Engineer Paul Kendzior was informed at this week's North Shore Council of Mayors Technical Committee meeting of two upcoming roadway projects. The Cook County Department of Transportation & Highways (CCDoTH) indicated that they are planning to resurface Sanders Road between Techny Road and Lake-Cook Road in 2014. Traffic will be maintained throughout this project. In addition, the Illinois Department of Transportation (IDOT) is scheduled to remove and replace the box culvert for the Middle Fork North Branch crossing at Dundee Road (near the corner of Dundee and Lee Roads). This project is expected to begin next summer (2014) and last for approximately two to three months. Construction will require a closure of Dundee Road and the tentative detour route is Waukegan Road to Lake-Cook Road to

Skokie Boulevard. Additional details regarding these projects, and the length of the Dundee Road closure, will be shared as they become available.

LIEUTENANT LEE CONNECTS WITH GBN STUDENTS

On Wednesday, March 20, Fire Lieutenant Ryan Lee taught firefighting hydraulics to GBN students in a hands-on workshop demonstrating how math formulas and physics are important factors in putting out fires. Students were shown how the inner diameters of a fire hose and the pounds per square inch relate to the gallons per minute delivered. Many other elements of fire hydraulics were taught before students took the math concepts outside to the fire engine and engineered actual fire flows. The class is part of Spartans Connect, a program designed to promote stronger community growth, and to offer students diverse experiences (<http://www.glenbrook225.org/gbn/About/News/Spartans-Connect-returns-to-GBN>).



Firefighters Tim McKloskey, Brent Pfiffner and

Kevin Lorenz were also on hand to discuss additional aspects of firefighting and EMS and to lead breakout sessions.

NEW FIREFIGHTING TACTICS REQUIRED IN MODERN BUILT ENVIRONMENTS

Chicago Fire Department Chief of Training Peter Van Dorpe spent Friday, March 15, training Northbrook firefighters on tactical considerations resulting from research conducted and data gathered by Underwriters Laboratories and by the National Institute of Standards and Technology. Chief Van Dorpe emphasized the impact of lightweight construction and petroleum based contents on rapid fire growth and structural collapse times. The lessons learned from this training will be implemented to provide better awareness and safety to our members.



CAR HITS BUILDING

On Thursday afternoon, March 21, the Northbrook Fire Department responded to a call regarding a car hitting CVS Pharmacy at Willow Festival. Upon arrival, the car had left the scene. The building was inspected for structural damage. While there was damage to brick and mortar work, the building structure was not compromised.

WEEK OF MARCH 25, 2013

SAT	3/23	8:30pm – 9:30pm	EARTH HOUR
MON.	3/25		Passover begins at Sundown thru April 2 Spring Break 3/25 - 3/31 Early Voting Starts thru April 6 - Board Room
TUES.	3/26	9am-5pm	Early Voting - Board Room
		7:30am	ICDC - Cancelled
		7:30pm	Board of Trustees Regular Meeting - Cancelled
WED.	3/27	9am-5pm	Early Voting - Board Room
THURS.	3/28	9am-5pm	Early Voting - Board Room
		5:30pm	Architectural Control Commission - Cancelled, Rescheduled to 4-3
FRI.	3/29		Good Friday
		9am-5pm	Early Voting - Board Room
SAT.	3/30	9am-5pm	Early Voting - Board Room
SUN.	3/31		Easter Sunday