

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: September 18, 2015

RE: STAFF BRIEFING

WEEK OF September 14, 2015

PLAN COMMISSION MEETING

The Northbrook Plan Commission held its regular meeting on Tuesday, September 15. The Commission reviewed three applications. The following summarizes the Commission's deliberations:

- **DOCKET NO. 15-14: 3580 - 3900 TECHNY ROAD - PROVENANCE DEVELOPMENT.** The Plan Commission voted on a resolution recommending approval of an application submitted by RSD Mission Hills, LLC in unincorporated Cook County for final plat and variation approvals for a proposed 137-unit planned unit development. The Commission unanimously approved the resolution, which contains a number of conditions, including:
 - 1) The final engineering plans for the Subdivision shall be subject to review and approval by the Village Engineer.
 - 2) Public sidewalk must be provided across the Techny Road frontage of the Subject Property.
 - 3) The covenants and homeowners association documents shall be subject to the review and approval by the Village Attorney to ensure that adequate funding is in place for the maintenance of the private streets and common area improvements.
 - 4) The Applicant shall work in concert with the owners of the Golf Course maintenance parcel to prohibit golf course maintenance equipment from utilizing Techny Road, Sanders Road or any other public street to travel between the Mission Hills Golf Course and the Maintenance Parcel.
 - 5) The Applicant shall pay all applicable school impact fees.
 - 6) The Applicant shall diligently seek the permits and approvals necessary to bury the existing overhead utility poles and wires along the Techny Road frontage of the Property at their sole expense. If the poles and wires are not buried, the Applicant must pay the applicable fee-in-lieu to the Village.
 - 7) Any further modifications to the final plat for the Subdivision shall be subject to the review and approval of the Village Attorney and the Village Engineer as to form and content.
 - 8) The Development Agreement for the Subdivision shall be approved by the Board of Trustees.

The Plan Commission recommendation will next be reviewed by the Board of Trustees. The earliest the matter would be reviewed by the Board is October 13.

- **DOCKET NO. 15-15: 1000 SKOKIE BOULEVARD – LIFE TIME FITNESS/MIXED USED DEVELOPMENT.** The Plan Commission held its fourth public hearing on the requested zoning and subdivision relief for a proposed mixed-use development at 1000 Skokie Boulevard. The development would include a 90,000-square foot, three-story Life Time Fitness physical fitness facility, a 40,000-square foot one-story Children’s Learning Adventure child daycare facility, and a 338-unit, four-story apartment building by the Finger Companies. The Applicant presented an amended application responding to Commission member’s questions from the Tuesday, August 18 public hearing. The most significant changes include reducing the residential building footprint to no longer require setback variations, increasing the amount of surface parking for both the residential and commercial components of the development, and adding landscaping and buffering elements along the west property line.

After hearing from the Applicant, the Commission heard from eight members of the public. Seven were opposed to the project and one was supportive with conditions. The major concerns regarding the proposed development focused on additional traffic and potential impacts to the adjacent residential area.

After hearing the public comments, Commission members voiced their position regarding the project. Some commission members still had significant concerns regarding the project, while others found that the Applicant addressed Commission members concerns. At the request of the Applicant, the Commission directed staff to prepare a resolution recommending approval with conditions. The Commission will consider the resolution on September 29.

- **DOCKET NO. 15-25: 1801 HOLSTE ROAD – AUTO CARS IMPORTS, LTD.** The Plan Commission held their first public hearing on an application by Auto Cars Imports, Ltd. as lessee of a portion of 1801 Holste Road for the purposes of a special Permit to allow an automotive repair shop with the outdoor storage of automobiles and a variation to reduce number of required off-street parking spaces. The Applicant explained some of the practical difficulties they have encountered in reducing the number of vehicles being stored on the property and the progress they have made. Plan Commission members asked the applicant many questions about the operation of the facility and the steps being taken to avoid a repeat of the past problems. No members of the public spoke at the hearing. The Commission discussed the application and directed staff to prepare a resolution recommending approval with a series of conditions. The Commission is scheduled to consider the resolution on September 29.
- **DOCKET NO. 15-17: ZONING CODE TEXT AMENDMENTS- SPECIAL PERMITS, VARIATIONS, EXCEPTIONS AND OTHER ZONING RELIEF.** The Commission held their third public hearing on Docket No. 15-17. This is an application by the Village to consider amending the Zoning Code to streamline several zoning relief procedures. The Plan Commission had previously reached consensus on procedures for three items: (1) the renewal of special permits, (2) a change in the ownership or designated operator of an approved special permit use, and (3) minor changes to previously granted special permits and variations. The Commission had questions and concerns regarding a possible new category of relief that would give the Board of Trustees the authority to grant a wide variety of exceptions to the Zoning Code. After reviewing language from Lake Bluff’s and Highland Park’s codes that authorizes a Board-level variation, the Commission felt more comfortable with such an approach. By a vote of 6-1, the Commission directed staff to prepare a text amendment and draft resolution recommending approval of Docket 15-17, using the Highland Park approach as a model for the Board variation/exception process. The Commission will review this resolution on October 6.

The next Plan Commission meeting is a special meeting scheduled for September 29 at 7:30pm to conduct a public hearing on the proposed 76-unit townhome development by Jacobs Homes on Shermer Road in downtown Northbrook.

ENVIRONMENTAL QUALITY COMMISSION MEETING

The Environmental Quality Commission held their monthly meeting on Thursday, September 17. The Commission discussed future initiatives including assisting with the monarch butterfly project, developing an Adopt-a-River program and tracking rain gardens within the Village. Currently there is a vacant seat on the Commission. The next meeting of the Environmental Quality Commission is scheduled for October 16.

STORMWATER MANAGEMENT COMMISSION MEETING

The Stormwater Management Commission met on Thursday, September 17. The Commission heard the status of the Cherry Lane Underpass and Shermer Road Overflow Sewer and other stormwater projects. After some discussion, the Stormwater Management Commission agreed with staff's recommendations regarding reprioritization of projects on the Master Stormwater Plan (MSP). The recommended MSP changes will be brought to the Village Board at a future Board meeting.

YOUTH COMMISSION REGULAR MEETING

On Wednesday evening, the Youth Commission held a regular meeting in the Terrace Room of Village Hall. Members welcomed Village President Frum and Trustee Robert Israel, as they explored potential new models for how the Youth Commission serves the Northbrook community. The next regular meeting of the Youth Commission is scheduled for October 21.

POLICE DEPARTMENT

The Police Department welcomes new Officers Brandon Simmons, Todd Feingold, Robert Bujak and Jake Pawlicki who were sworn in on Monday, September 14. Officers Simmons, Bujak and Pawlicki will attend the Suburban Law Enforcement Academy beginning September 28, with expected graduation on December 18. In house orientation will be conducted until Simmons, Bujak and Pawlicki leave for training at SLEA. Officer Feingold, who comes to us from Northeastern Illinois University Police Department, will begin his Field Training Officer (FTO) training on September 22. The new officers will be ceremoniously sworn in again at the October 13 Village Board meeting.

YOUTH COMMISSION HOSTS POLICE AND FIRE APPRECIATION BBQ

On Thursday, September 17, the Youth Commission hosted a BBQ at the Police Department to honor members of our Police and Fire Departments. Youth Commission Chairperson Carla Slawson-Martens and Youth Commission liaison, Jason Batalden coordinated the event, with long time Youth Commissioner Gary Moriello performing his handiwork on the grill. Many on-duty line staff and supervisors of both Police and Fire, as well as Police Chief Wernick and Fire Chief Jose Torres, enjoyed the food, camaraderie, and hand-written letters of appreciation from Shabonee Junior High students.



While rain forced the event inside to the Police Department classroom, it did not discourage a very enjoyable evening! The attendees also enjoyed a tour of the Police Department Investigation Unit conducted by Sergeant Mark Graf. A special to the Youth Commission for hosting the event and, of course, many thanks to those who serve and protect us every day!

Thank you to Sunset Foods for their continued support of the Youth Commission and their help with food items for the BBQ.

SCHOOL LOCK DOWN DRILLS

On Wednesday and Thursday, School Liaison Detectives participated in School Safety lockdown drills at Solomon Schechter and Wood Oaks Junior High Schools. The Police Department representatives explained the lock down exercises and discussed the reasons for lockdowns, and what can or might be expected in terms of police response. Such mock lockdown drills are held periodically with all schools in Northbrook.

FIRE DEPARTMENT RESPONDS TO SINGLE VEHICLE ACCIDENT ON EDENS SPUR

At approximately 11:00am on September 15, Northbrook Fire units responded to the 28mile-marker, northbound on the Edens Spur for a single vehicle accident. Upon arrival, crews found a vehicle with moderate damage that had struck the guardrail. The occupant of the vehicle was treated and transported to local hospital in stable condition. The cause of the accident is currently under investigation.



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NEW FIRE ENGINE IN SERVICE FOR NORTHBROOK FIRE STATION #10

On Tuesday, September 15, Northbrook Fire Station #10, 655 Huehl Road, placed a new Engine in service. This engine, built by Pierce Manufacturing, replaces a 20-year-old unit. The new fully equipped engine, staffed by Paramedics, provides full Advanced Life Support Capabilities (ALS).



NORTHBROOK AND GLENVIEW FIRE UNITS RESPOND TO TRUCK FIRE ON TRI-STATE TOLLWAY

At approximately 12:00pm on September 16, Northbrook and Glenview Fire Departments responded to the 49-mile marker Southbound on the Tri-State Tollway for a truck fire. Due to the large amount of fire, Glenview units established a water supply at a nearby business while Northbrook units assisted with fire extinguishment. No injuries were reported and the cause of the fire is currently under investigation.



SIDEWALK REPLACEMENT PROGRAM UPDATE

This week, the Village's contractor, Schroeder & Schroeder, Inc., completed most of the work associated with the 2015 Sidewalk Replacement Program with only minimal restoration and driveway patches remaining.

SUN.	9/20	Noon-4pm	SHERMERFEST – Village Green Park
MON.	9/21		No Meetings
TUES.	9/22		Yom Kippur <i>begins at sundown</i>
		7:30 a.m.	ICDC – Terrace Room - Cancelled
		7:30 p.m.	Regular Meeting of the Board of Trustees - Cancelled
WED.	9/23		Yom Kippur
		10:30 a.m.	Fire Pension Board Meeting – Shermer Study
THURS.	9/24		No Meetings
FRI.	9/25		No Meetings