

## MEMORANDUM

**TO:** STAFF

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

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** September 20, 2013

**RE:** STAFF BRIEFING

### WEEK OF SEPTEMBER 16, 2013

#### PLAN COMMISSION MEETING THIS WEEK; UPCOMING 3<sup>rd</sup> HEARING ON WALMART NEXT WEEK

On Tuesday September 17, the Plan Commission conducted their regular meeting during which they held two continued public hearings.

The second public hearing for Docket No. 13-09: 1435 Pflugsten, a request for tentative plat approval for a three lot subdivision, was held. Staff presented a summary of the application modifications which had occurred following the first public hearing. The Applicant modified the shared driveway configuration and submitted a schematic landscape plan; however, a revised tentative plat and revised preliminary engineering plans were not submitted. The Plan Commission was also informed that the Applicant has an outstanding fine which needs to be paid for a second violation of removing trees without a permit on the Subject Property. The Plan Commission was disappointed that the Applicant violated the code twice, and still has not paid the fine for the second violation. The Commission provided further comments on the design of the subdivision to the Applicant and asked the Applicant to revise the plans and submit for a third public hearing which will take place on October 15.

The Plan Commission held its second public hearing on Docket No. 13-01: 770 Skokie Blvd. Mixed Use Development (including a Mariano's grocery store, 416 apartments, and related retail and service uses). The Applicant completed its testimony addressing traffic, engineering, and landscaping issues. After the Applicant presented testimony supporting its application, the public was allowed to present comments. Approximately a half dozen individuals spoke with their major concern being additional traffic generated by the development. Up to this point in time, the Commission has only had the opportunity to ask questions. The Plan Commission continued the public hearing to its October 1 meeting at which the Applicant plans to respond to the Commission's questions and comments from the public. It will be at that meeting that Commission members will have the opportunity to provide their thoughts and comments on the proposed project.

As a reminder the Plan Commission will be holding a special meeting on September 23 at Glenbrook North High School for a continued public hearing on the Walmart/1000 Skokie Boulevard application (Docket No. 13-08). This is a continuation of the September 9 meeting, where the Plan Commission began hearing public commentary on the proposed development. Also at that meeting, the Commission asked Staff to analyze the potential costs of the proposed developments along Skokie Blvd. This analysis has been included with the agenda materials.

In response to complaints about the audio and video recording of the September 9 meeting that was held at GBN, Staff has added audio enhancements in response to the concerns about the low audio on the recording and is working with the staff at GBN to improve the lighting for better visibility and improved picture quality of the meeting both on-line and for the cablecast. While there have been several production hurdles, staff is confident the September 23 meeting recording will be improved. The meeting will be available to view online at [www.northbrook.il.us](http://www.northbrook.il.us) by 7pm on September 24 and replayed on NCTV – Cable Channel 17 on Thursday, September 26 and Saturday, September 28 at 9am and 7pm. AT&T u-verse customers may tune to channel 99 and search Northbrook to watch NCTV.

#### COMMUNICATIONS & LEGISLATION COMMITTEE MEETING

On September 17, the Communications & Legislation Committee held a meeting to continue its discussion on potential food truck regulations in the Village. Two food vendors attended the discussion, including Toasty Cheese and Roadside Grill, as well as a representative of the Northbrook Chamber of Commerce. During the meeting, Village staff presented updates on requests from the Committee to research further regulations including, noise, waste/recycling, signage, time and duration, and potential parking locations for allowable food truck operations.

In regard to potential parking locations, the Committee recommended that on-street parking for food truck operations be limited to Meadow Road in the downtown (between Cherry Lane and Walters Avenue – See below) and within the public parking spaces on the south side of Sunset Ridge near Skokie Boulevard and Dundee Road (see maps below). All public and private parking lots would also be allowed for operations only with the owner’s consent. After the discussion, the Committee requested that an Ordinance be prepared for Village Board consideration in October or November, and asked that staff solicit feedback from the Chamber of Commerce and school districts regarding the proposed regulations. The Committee is interested in holding a meeting prior to the Village Board meeting to understand any concerns members of these organizations have prior to a Village Board vote.



#### POLICE PRESENT SAFETY PRESENTATION

Two members of Northbrook's Police Traffic Team, Officer Chris Lacina and Officer Don Anderson, gave a safety presentation on Friday morning, September 20, to UPS' Safety Team and drivers at their Safety Blitz day. With school back in session, the subject of children walking to school, bus traffic and playground activity is a topic of concern. Officers discussed traffic issues, safety precautions at school crossing zones and handed out information to attendees.

#### POLICE ACTIVITY

- Police responding to an alarm at Wolf Camera on Skokie Boulevard Thursday morning at 6:20am discovered the store had been burglarized. Camera equipment totaling approximately \$30,000 was removed.
- Police are working with Northbrook Toyota investigating suspicious circumstances/burglary occurring over the weekend of September 7. Various items, including cash, clothing, speakers and a radar detector were determined to be moved around and/or missing.
- Police are investigating several burglaries to motor vehicles occurring over the week during the late afternoons to vehicles parked at Wood Oaks Park. The vehicles' windows were smashed and purses and bags removed. A vehicle of interest was reported and the Investigations Unit is following up on the cases. Special attention is being paid to Wood Oaks Park due to these recent burglaries to motor vehicles. Motorists are reminded to lock their vehicles and not to leave their belongings in their cars even if their departure is only for a few minutes.
- On Thursday, September 19, three vehicles parked in the Little One's Nursery School lot had their vehicles broken into by smashing the windows. Purses left in the locked vehicles were removed.
- Police are investigating two reports of catalytic converters removed from employees' vehicles while working at Ron of Japan over the evening of September 13.
- A residential burglary was reported to Police on September 13 to the residence in the 4100 block of Picardy Drive. The homeowner reported discovering missing jewelry items, but could not be certain when the items went missing.
- The property manager for a townhouse in foreclosure in the 1400 block of Shermer Road notified Police on Thursday afternoon of a possible break in. The townhouse was empty of all contents and being prepped for sale. Nothing was reported missing. A special watch has been put on the property.

#### NORTHBROOK ASSISTS WINNETKA WITH BOX ALARM FIRE

At approximately 11:30am on Saturday, September 14, Northbrook Engine 11 and Battalion 11 responded to the 900 block of Private Road in Winnetka for the Structure Fire. Upon arrival both Engine 11 and Battalion 11 were assigned to interior fire extinguishment operations. Northbrook units were released after approximately 4 hours, while call back personnel covered Northbrook stations.

**GAS LEAK REQUIRES EVACUATION OF CHURCH PARKING LOT**

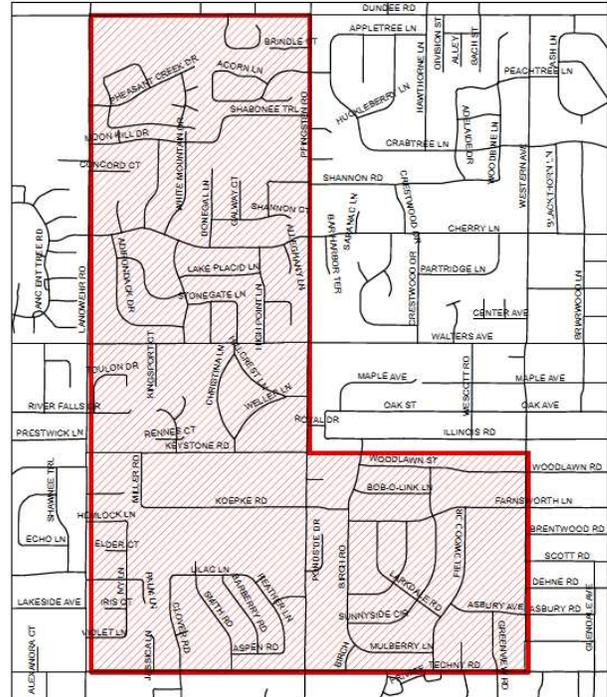
At approximately 4:00pm on Saturday, September 14, a high pressure gas line in the 2700 block of Willow Road was ruptured. Fire Companies provided a perimeter and assisted individuals with exiting the area safely. NICOR crews were able to shut down the leak in approximately 1 hour.

**FIRE DEPARTMENT RESPONDS TO CAR FIRE NEXT TO BUILDING**

At approximately 7:00pm on Saturday, September 14, Northbrook Fire units responded to the reported car fire in the 900 block of Spring Hill Lane. Upon arrival crews found a SUV on fire within 20 feet of a townhouse. The fire was extinguished and the building was unaffected. No injuries were reported and the fire is currently under investigation by the Fire Prevention Bureau.

**SIDEWALK IMPROVEMENTS**

The Village’s contractor, Suburban Concrete, has begun work associated with this year’s sidewalk program. Suburban has begun to cut sections of sidewalk that have been designated for removal and plans to start removing and replacing these sections next week. Sections that have been designated for removal are those that have begun to fail and exhibit structural or safety concerns. In addition to replacing these sidewalk segments, the Village will also be installing ramps at intersections to maintain compliance with the Americans with Disabilities Act. The map illustrates the general area where work will take place. This project is expected to be complete in 2-3 weeks.



**PAVEMENT RESTORATION AT DUNDEE/PFLINGSTEN INTERSECTION**

The Public Works Department has begun restoration of the roadway near the Dundee/Pflugsten intersection after a water main break. This work requires the closure of two lanes along with the left turn lanes on Dundee Road (turning onto Pflugsten). As such, the Department decided to wait to complete this work until after the Lake Cook Road reconstruction project was complete.



Crews will be working throughout the day on Friday and Saturday, during which time the left lanes, including the left turn lanes, on Dundee Road will be closed. The eastbound left turn lane (turning north onto Pflugsten) will remain closed throughout the weekend and will be reopened prior to Monday’s morning rush hour. Advanced warning signs have been placed informing motorists that they will not be able to turn left at Pflugsten Road. The map depicts the lanes that will be closed while crews are working to restore the roadway.

COMED TRANSMISSION LINE REPAIR

Earlier this week, ComEd conducted a repair on a 34kv transmission line that was damaged in the storms that passed through over the Labor Day weekend. This work required a scheduled outage between 8:00 p.m. and midnight on Tuesday, which affected approximately 300 customers on the east side of Northbrook. Prior to the work beginning, ComEd notified the area residents of the outage by a call out.

WEEK OF SEPTEMBER 23, 2013

<b>SUN.</b>	<b>9/22</b>		<b>First Day of Autumn</b> 
<b>MON.</b>	<b>9/23</b>	7:00 p.m.	Plan Commission 3 <sup>rd</sup> Public Hearing – Glenbrook North CPA
		7:30 p.m.	ZBA Meeting – Board Room
<b>TUES.</b>	<b>9/24</b>	7:30 a.m.	ICDC – Terrace Room
		6:30 p.m.	Administration and Finance Committee – Terrace Room
		7:30 p.m.	Regular Board of Trustees Meeting – Board Room
<b>WED.</b>	<b>9/25</b>	7:00 p.m.	CRC Subcommittee Meeting –Terrace Room
<b>THURS.</b>	<b>9/26</b>	10:00 a.m.	<b>No Meetings</b>
<b>FRI.</b>	<b>9/27</b>	8-11am	<b>No Meetings</b>