

## MEMORANDUM

**TO:** STAFF

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

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** September 26, 2014

**RE:** STAFF BRIEFING

### WEEK OF September 22, 2014

#### SEPTEMBER 22 ZBA MEETING

The Northbrook Zoning Board of Appeals (ZBA) held their regular monthly meeting on Monday, September 22, 2014. The ZBA reviewed three applications, as summarized below:

- DOCKET NO. 14-Z-10 (2045 LAVIGNE DRIVE) *Public Hearing Continued from August 25, 2014.* The ZBA held their second public hearing on a petition by Envy Home Services of Arlington Heights, Illinois on behalf of the property owners, Robert Duan and Ling Wang, for a Zoning Code variation to reduce the required rear setback for a building in the R-3, Single Family Zoning District from 40 feet to 31 feet. The variation was requested to allow the construction of a first floor room addition on the back of the existing home on the Property. The ZBA reviewed the revised drawing and additional information concerning the existing conditions on the property and the floor plan for the existing home. No members of the public spoke at the hearing. The ZBA approved the revised application by a vote of 6-0.
- DOCKET NO. 14-Z-14 (2980 KOEPKE ROAD – NEW SINGLE-FAMILY HOME) – The Zoning Board of Appeals reviewed a petition by Stratos and Anastasia Rounis, as property owners, for a Zoning Code variation to reduce the required interior side yard setback requirements for a building in the R-3, Single Family Residential District from 10 feet to 6 feet. The variation was requested to allow the construction of a new two-story single-family home on the Property. The ZBA discussed the application in detail and asked a number of questions about the proposed design and the driveways, which were shown being constructed along both the east and west property line.  
  
Four different neighbors also testified, with their concerns focused primarily on the severe flooding problems they are experiencing. Director Poupard informed the neighbors that Koepke/Keystone is identified as a problem flooding area and the grading plans for the new home will be carefully scrutinized with this in mind. Several neighbors asked whom they could address to request a solution. They were informed that either the Village Board or Stormwater Management Commission would be the best forums to raise concerns about flooding. After further discussion, the ZBA voted 6-0 to approve the variation subject and the driveways on the east and west property lines being setback a minimum of 30 inches.
- DOCKET NO. 14-Z-15 (2060 GLENDALE AVE. – HOME ADDITION) – The ZBA reviewed a petition by Scott and Shae Kelsen, as property owners, for a Zoning Code variation to allow an encroachment into a recorded building line along the Cargill Drive frontage of the Property from 50 feet to 40 feet. The variation is requested to allow the construction of a building addition on the rear (west) side of the existing home. The petitioner presented letters of support from the two adjoining neighbors. The ZBA noted that a similar request had been approved for the property immediately to the south. The ZBA approved the request by a vote of 6-0.

### INDUSTRIAL AND COMMERCIAL DEVELOPMENT COMMISSION MEETING

The Industrial and Commercial Development Commission held its regular monthly meeting on Tuesday, September 23. In response to a request by the Commission, Fire Prevention Officer Frangiamore, Fire Chief Nolan, and Deputy Chief Smeltzer were at the meeting to discuss the fire inspection process. The Commission also continued its discussion on conducting a business survey and decided it would conduct in-person surveys with a small group of businesses, rather than an on-line or mail survey. The Commission will continue its discussion of the survey content at its next meeting.

### NORTHWEST SUBURBAN ANIMAL CONTROL TO PROVIDE DISCOUNTED NUISANCE ANIMAL TRAPPING SERVICES FOR NORTHBROOK RESIDENTS

In response to complaints from Village residents regarding skunk activity within Northbrook, Village staff conducted a study through the Northwest Municipal Conference on what types of nuisance skunk trapping services are provided by municipalities. The information was presented at the July 8, Regular Board of Trustees meeting. The Board directed staff to secure a preferred vendor to provide discounted nuisance wildlife trapping services for Northbrook residents at their homes at ground level as well as above ground level. After conducting a request for qualifications and vetting area nuisance wildlife trapping companies, Northwest Suburban Animal Control provided the most comprehensive proposal at the lowest cost.

Northwest Suburban Animal Control will perform nuisance animal trapping services for skunks, raccoons, squirrels, opossums, and chipmunks to Northbrook single family homes. The price for the initial inspection, setting of the trap, and daily monitoring Monday through Friday is \$95.00. Customers will be responsible for checking traps on Saturdays and Sundays and notifying Northwest Suburban Animal Control by 9:00am for same day pick up if an animal is trapped. The animal pick up/removal fee is \$45.00 per animal.

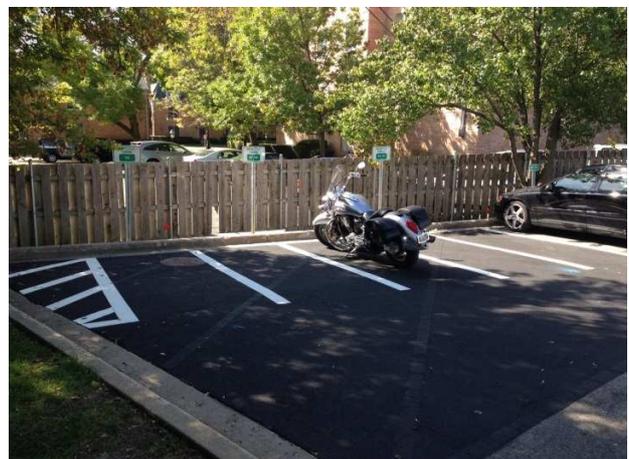


Northwest Suburban Animal Control has been serving the North and Northwest suburbs for over twenty years. Their hours of operation are Monday through Friday, 8:00am to 5:00pm. Residents will be billed directly by Northwest Suburban Animal Control for services rendered. To schedule nuisance wildlife trapping services with Northwest Suburban Animal Control, residents can call (847)934-1900 or send a text message to (847)502-3518.

Village residents are not required to utilize Northwest Suburban Animal Control's services and may still use any other Illinois Department of Natural Resources wildlife trapping company of their choice.

### COMMUTER LOT MOTORCYCLE PARKING

This week, the Village restriped a portion of the southeast corner of the west commuter lot to create five parking spaces for use by motorcycles or scooters. The spaces, which are signed for motorcycle use only, cost the normal daily rate of \$1.00.



### GBN LOCKDOWN DRILLS

Detectives and School Liaison Officers participated in a lockdown drill at GBN on Tuesday morning and at Hickory Point School on Wednesday. The Officers assisted School Principals, Administrators, Teachers and Students in the exercises. The Detectives discussed the reasons for lockdowns, and what can or might be expected in terms of police response. Such drills are held periodically with all schools.

Police were given a tour of GBN's new video camera system which consists of 91 continuous running cameras located inside the school. The school's camera system will be linked to the Police Department's Communications Center allowing Dispatchers to monitor the cameras in real time. Discussions are being conducted on the possibility of linking the camera system directly to police squad cars.

### POLICE ACTIVITY

Residents returned to their home in the 800 block of Bach Street on Saturday evening, September 20, to find their front door had been broken and unknown persons entered the home and removed jewelry and identification papers.

Police responded to a burglar alarm activation on Sunday morning, September 21, at a home in the 2500 block of Greenwood Drive. Upon arrival, Officers noted force had been used in an attempt to open the front door of the residence. Entry had not been gained and the homeowner returned home and, upon inspection, did not see anything missing.

A home under construction in the 2900 block of Keystone Road was burglarized over the evening of September 23. The locked and secured home's doors were pried open and installed HVAC equipment removed.

The scenes were processed for evidence and are under investigation.

### TRUCK HITS COM ED POLE SHUTTING DOWN TRAFFIC ON SHERMER RD

Today, at approximately 9:30am, a truck hit a power pole in the 2800 block of Shermer Road. The resulting damage caused power outages to approximately 45 customers, and caused the shutdown of Shermer Road between Willow Road and Holste Road. No injuries were reported. ComEd estimates the repairs to be completed by Friday evening.



### FIRE DEPARTMENT ATTENDS COVENANT VILLAGE HEALTH FAIR

On Tuesday, September 23, Scott Joyner from the Northbrook Fire Department Fire Prevention Bureau attended the Covenant Village Health Fair. The event, which was open to residents and outside visitors, included vendors, health care professional services, and a display by the Northbrook Fire Safety and Prevention Bureau. Scott shared important fire safety tips, as well as Fire Prevention information specifically for older adults. The Health Fair was very successful according to Julie Anderson, RN from Covenant Village who sent an email to the fire department saying; "Thank you for your participation in our Health Fair at Covenant Village of Northbrook. We had more people attend this year than ever before. Both residents and community attenders gave us positive feedback. We hope you enjoyed being here."

For more information on Older Adult Fire Safety check out the information available at - <http://www.ifsa.org/education-prevention/fire-safety-burn-prevention-older-adults>

**NORTHBROOK REPRESENTED AT FALLEN FIREFIGHTER MEMORIAL SERVICE**

Several members of the Northbrook Fire Department attended the 28th Annual IAFF Fallen Firefighter Memorial Service in Colorado Springs last weekend. The memorial service is held each September to honor firefighters that died in the line-of-duty during the past year in the United States and Canada.



This year, 168 firefighter names were added to the Wall of Honor at the memorial site. The firefighters attending and representing the Northbrook Fire Dept. and Local 1894 included, pictured left to right: Retired Lieutenant Jeff Harris, Dan Herr, Tom Schaul, Dan Herstedt, Mark Thompson, and Eric Pelot



The group participated in the inspiring procession which begins the memorial service that included approximately 50 fire apparatus and 750 motorcycles winding thru Colorado Springs and into Memorial Park, the backdrop of which is Pikes Peak. An estimated 5,000 people attended this year's memorial service.



**WEEK OF September 29, 2014**

<b>SAT.</b>	<b>9/27</b>	<b>2-6pm</b>	Park District Autumnfest- Family Event – Meadowhill Park
<b>MON.</b>	<b>9/29</b>		<b>No Meetings</b>
<b>TUES.</b>	<b>9/30</b>	7:00 p.m.	Downtown Steering Committee– Terrace Room
<b>WED.</b>	<b>10/1</b>	9:00 a.m.	Reschedule Fire Pension Board Meeting – Shermer Study
		7:00p.m.	CRC Sister Cities Subcommittee – Northbrook Public Library – Rm 8
<b>THURS.</b>	<b>10/2</b>	7:00 p.m.	Arts Commission – <b>Cancelled &amp; Rescheduled to October 9</b>
		7:00 p.m.	Community Relations Commission- Board Room
<b>FRI.</b>	<b>10/3</b>		<b>No Meetings</b>

Residents are reminded that the week of October 5 – 11 is Fire Prevention Week! The Fire Department Open House will be held on Saturday, October 11 at Fire Station #11, 740 Dundee Road, from 9am to noon.