

## MEMORANDUM

**TO:** STAFF

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

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** April 9, 2010

**RE:** STAFF BRIEFING

### WEEK OF APRIL 5, 2010

#### APRIL 6 PLAN COMMISSION MEETING

On Tuesday, April 6, the Plan Commission held their regular meeting and reviewed two new dockets.

- Docket No. 10-05: 1529 Shermer Road. The Commission held their first public hearing on this request for a rezoning from R-5 to C-2 for use as an administrative office, with a series of variations. No one from the public chose to speak on the application, and the Plan Commission closed the hearing after the staff and applicant made their presentations. During the discussion the Commission raised a concern about the parking variation, but ultimately determined that the parking can be revisited in the future should a problem arise. The Commission also agreed that a restrictive covenant was necessary for the subject property and that it should contain the same restrictions as placed on 1533 Shermer Road, the property directly south of the subject property. Following the discussion the Commission directed staff to prepare a resolution recommending approval of the application with the restrictive covenant as a recommended condition containing a requirement that the garage and landscaping undergo review by the ACC and that the parking be revisited in the future if needed.
- Docket No. 10-06: New Comprehensive Plan. The Plan Commission devoted most of the evening to the first formal public hearing on the draft Comprehensive Plan. Tom Poupard, Director of Development & Planning Services, provided the Commission and members of the public with an overview of the Comprehensive Plan and some of the key recommendations. A number of residents that testified explained their concerns. Topics raised by the public included:
  - Several members of the public spoke regarding the future land use designation of properties at Dundee Road and Anthony Trail and Hazelwood indicating they would prefer single family homes.
  - A number of members of the public also addressed the Commission regarding a wide range of housing issues and the need for the Village to be more inclusive and encourage the supply of affordable housing for a variety of groups.
  - The need for the Village to increase its efforts to address storm drainage and flooding issues before all of the vacant land in the community is gone.
  - A concern that having a detailed plan would tie the Village's hands in the future and not allow the Board of Trustees to have the leeway necessary to make decisions that are in the best interest of the community.
  - The importance of having clearly stated priorities for action once the Comprehensive Plan is adopted.

The Plan Commission heard from all of the members of the public present. Given the late hour, the Commission members did not provide any comments on the Plan during this public hearing. The hearing was continued to April 20.

## APRIL 8 ARCHITECTURAL CONTROL COMMISSION MEETING

On Thursday, April 8, the Architectural Control Commission held their regular meeting and reviewed the below items:

- New Awning at 1358 Shermer Road. Trattoria Oliverii, the Applicant, has requested a Level III Design Review Permit for a new awning proposed for the front south façade of the existing tenant space located in a multi-tenant structure in the C-3/VGO district. Following review of the proposed awning, the Commission recommended approval with two slightly different color options – one if a fire retardant fabric was required and a different color if standard fabric could be used.
- 1529 Shermer Road – Proposed New Garage. On Tuesday April 6, the Plan Commission directed Docket No. 10-05: 1529 Shermer Road, undergo review by the ACC for the proposed garage and landscape screening of the site. The ACC reviewed the proposed garage as well as the landscaping and found both to be appropriate for the subject property in keeping with the surrounding residential character of the neighborhood.
- Single Family Elevations. The Commission reviewed and approved elevations for two single family residences: 2301 Ash and 2279 Woodlawn.

Tom Poupard briefed the ACC on the recent staff and organizational changes in Planning and Development. He indicated that he wanted to work much more closely with the Commission in helping to identify ways to streamline the permit review process and improve communications with the development community. The ACC welcomed the opportunity.

## GLENKIRK RECOGNIZES VILLAGE

On Wednesday, April 7, Community Relations Commission Chair Ray Wehr accepted Glenkirk's 2010 Community Development award at their annual volunteer dinner. The Community Development award winner is a public entity that best supports the mission of Glenkirk and is most aware of the needs of those with developmental disabilities in our community. Chairman Wehr was proud to accept the award on behalf of the Village and was particularly heartened to hear the sentiment that the Executive Director of Glenkirk shared as she presented the award. She stated that Northbrook is a committed partner to Glenkirk's development and success. Even though they operate in more than 20 communities, they consider Northbrook as Glenkirk's home. This is primarily due to three key groups: the Fire Department, due to their responsiveness and professional manner in dealing with the community; the Police Department, also for their professional and timely service response; and the Development/Zoning Department, for the effort they put forward to help Glenkirk in their endeavors.

## TOWER LADDER 12 ASSISTS WHEELING IN TOWNHOUSE FIRE

On Friday, April 2, Tower Ladder 12 was dispatched to Wheeling for a box alarm for a structure fire in a townhome. High winds fanned flames at the two-story Pheasant Run Condominium complex, heavily damaging two units. Tower Ladder 12 ventilated the second floor windows and opened sections of the mansard style roof so that fire crews could extinguish the fire in the concealed spaces of the wall/roof.

## DEPUTY CHIEF SCHINLEBER COMPLETES FIRE INVESTIGATOR TRAINING

On Friday, April 2, Deputy Chief Ron Schinleber completed the course of study to become a State of Illinois Fire Investigator. The 120 hour class was taught by instructors from the Illinois Fire Service Institute and was given at the Elk Grove Village Fire Department Training Facility. The three week course involved photography, evidence collection, causes and origins, documentation, and investigating explosions in both structural and vehicular fires. The classes were topped off with field investigations of fires that had been set up by the U.S. Bureau of Alcohol, Tobacco, and Firearms in Bensenville. Final exams involved giving testimony in a mock courtroom. Deputy Chief Schinleber will join our team of FD/PD fire and arson investigators.

## FURNACE FIRE

On Wednesday night, April 7, firefighters were called to a condo unit in the 900 block of Springhill for an automatic fire alarm. First arriving units found the second floor of the condo building filled with a light haze of smoke. Firefighters evacuated part of the building while others shut down the power to a furnace. Further investigation revealed the furnace supplying heat to the unit had failed and caught fire. Firefighters cleared the structure of smoke. No one was injured during this incident and the initial damages to the furnace were listed at \$3,000.

## MOTOR VEHICLE ACCIDENT WITH A VEHICLE FIRE

On Friday morning, April 9, Firefighters were called to the 31 mile-marker on the Edens Expressway for a motor vehicle accident. On arrival they found two vehicles, one fully involved in fire and all of the vehicle occupants standing on the side of the road. While paramedics evaluated the occupants for injuries, firefighters from Northbrook and Winnetka attacked the fire, extinguishing it in short order and setting up a safety area around the incident. Two patients were transported to Highland Park Hospital with minor injuries.

## FOOD EMBARGOED

Cook County Public Health contacted all communities where Garden Fresh Market has a retail operation as a result of an IDPH investigation regarding a food product. All Garden Fresh facilities were notified on April 8 to remove from sale a product labeled "Lox or Smoked Salmon". Northbrook was contacted on April 9 to confirm that the facility had removed the product. Two containers of suspected product (Lox Trim) were found to be on the shelf and removed and remaining product embargoed. It appears that the source of this product is unknown and it is alleged that the firm may not have registered with the State. At this time, they have not issued a product recall.

## WEEK OF APRIL 12, 2010

<b>MON.</b>	<b>4/12</b>		<b>No Meetings</b>
<b>TUES.</b>	<b>4/13</b>	6:00 p.m.	Public Works Committee Meeting – Terrace Room
		7:30 p.m.	Regular Board of Trustees Meeting – Board Room
<b>WED.</b>	<b>4/14</b>	7:00 p.m.	Bicycle Task Force – Terrace Room
<b>THURS.</b>	<b>4/15</b>		<b>Tax Day</b>
		7:00 p.m.	Environmental Quality Commission – Terrace Room
<b>FRI.</b>	<b>4/16</b>		<b>No Meetings</b>
<b>SAT.</b>	<b>4/17</b>		<b>Northfield Township Recycling Event – 1928 Lehigh, Glenview</b>