

## MEMORANDUM

**TO: STAFF**

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

**FROM: Richard Nahrstadt, Village Manager**

**DATE: April 10, 2015**

**RE: STAFF BRIEFING**

### WEEK OF April 6, 2015

#### NORTHBROOK PLAN COMMISSION MEETING

The Plan Commission held a regular meeting on April 7. During Hear from the Audience, a resident of Mission Hills stated that she and some of her neighbors attended the Plan Commission meeting to prepare for the future Mission Hills Subdivision application review. Some of the Commissioners requested that staff prepare information for the Plan Commission and the Public on what aspects of the proposed subdivision would be under the purview of the Plan Commission in order to avoid discussion on topics that are not the Plan Commission's responsibilities when reviewing the matter.

The Plan Commission also conducted two public hearings for indoor fitness facilities, one proposed at 1946-1948 Raymond Drive and the other at 4155 Dundee Road, which is within the Sanders Court Shopping Center. The Commission found the proposed facilities to be appropriate as presented and after hearing no testimony from the public, closed the public hearings. The Commission adopted resolutions recommending approval of each application with conditions. The draft ordinances recommending approval of the applications with conditions will be placed on the consent agenda for the April 14 Village Board meeting.

#### ARCHITECTURAL CONTROL COMMISSION

The Architectural Control Commission held a regular meeting on April 9. The ACC reviewed and recommended approval of the final development plans for the Timbers Edge project on Dundee Road. The ACC approved the Timbers Edge project as presented.

The ACC received a briefing regarding the status of construction at 1722 Chapel Court. The property owner has been granted a permit extension to continue work on the site. At the next ACC meeting, the property owner and general contractor will present a copy of an agreement outlining the completion of the project as well as provide an update on construction progress.

The ACC reviewed and approved the elevations for four new single-family homes:

- 1217 Western Ave. (R-5 District) – Mark Benner, architect
- 1970 Big Oak Ave. (R-5 District) – Art 2 Homes, Inc., architect
- 824 Ash Ln. (R-5 District) – Aspect design, Inc., architect
- 1931 Penfold Pl. (R-4 District) – J. R. Byrnes, architect

The next Commission meeting is scheduled for Thursday, May 14.

### ECONOMIC DEVELOPMENT COMMITTEE

The Economic Development Committee held its quarterly meeting on April 8. An update was provided regarding ongoing development projects in the community. Local governmental entities in attendance provided an update of activities at each district. The Committee also continued to discuss its role regarding encouraging economic development in the community. The next meeting is scheduled for Wednesday, July 8.

### TRACK PROGRESS OF CURRENT DEVELOPMENT PROJECTS ONLINE

The Development and Planning Services Department, pursuant to President Frum's request, created a new Current Development Projects webpage so that members of the public can easily find the status of current development projects that require Village Board approval. The webpage offers users with the ability to check the status of projects that are in various phases of development and provides links to Village Board and Plan Commission meeting agendas, materials, minutes and videos as well as to a project map that features an interactive map highlighting the status of various projects under construction.

We invite the community to stay informed regarding development activity within Northbrook by visiting [www.northbrook.il.us/developments](http://www.northbrook.il.us/developments). Individuals with questions or comments concerning this page or others may contact the Development & Planning Services Department at 847/664-4050.

### RESIDENT REPORTS SMOKE COMING FROM HOUSE

On April 4, at approximately 4:00pm, Northbrook Police and Fire units responded to a report of smoke coming from a house located on the 2600 block of Quail Lane. Upon arrival, the Fire Department extinguished a small fire. The residence was unoccupied at the time and no injuries were reported. The cause of the fire is currently under investigation.



### FIRE DEPARTMENT RESPONDS TO CAR FIRE AT LOCAL BUSINESS

On April 7, at approximately 11:30am, Northbrook Police and Fire units responded to the 3100 block of Macarthur for a report of a car fire that had self-extinguished. Upon arrival, crews were met by a vehicle owner who found the interior of his vehicle damaged by the fire. Crews confirmed the fire was completely extinguished and reported no injuries. The cause of the fire is currently under investigation and damage estimates are being determined by the insurance company.



### MABAS DIVISION III LIVE FIRE TRAINING

Northbrook Fire Department companies attended training at NIPSTA with several other MABAS Division III fire departments. The training dealt with multiple incident scenarios including a live fire evolution with a firefighter in need of rescue, a live fire evolution involving a bad hydrant and a need to establish an alternative water source, and placed an emphasis on firefighter safety, including accountability systems during multifaceted operations. The training spanned three weeks. Over 800 local



area firefighters attended. Such drills continue to provide reinforcement of effective emergency operations with surrounding communities and allows for interoperability amongst those participating.

**DUNDEE ROAD LANE CLOSURES NEXT WEEK**

Lane closures are scheduled for April 14 through April 16, from 9am – 3pm each day on Dundee Road from Skokie Boulevard to the railroad tracks. The lane closures are for utility work related to the Northshore 770 project. During the closure, traffic will be reduced to one travel lane in each direction. Electronic message boards were installed on Thursday to notify motorists.



**SKOKIE BOULEVARD SANITARY SEWER PROJECT**

Bolder Contractors has finished the installation of 12 manholes, approximately 1,650 feet of the 12 inch sanitary sewer and is currently patching the concrete base of the pavement. The asphalt surface of the roadway is anticipated to be installed next week, weather permitting. The contractor has commenced work on Skokie Boulevard, south of Sunset Ridge. About 343 of the 2,900 feet of 15 inch sewer main has been installed along with 2 of the 14 manholes.

**NORWAY SPRUCE REMOVAL**

The health of the large Norway spruce, located at the northwest corner of Shermer and Walters known as the “Triangle,” has declined to the point that removal is necessary.

Public Works will coordinate removal and replacement with a new smaller Norway spruce the week of April 13. Before replanting, crews will amend the soil to help ensure the new tree remains healthy and grows to maturity on this prominent corner of town.



**WEEK OF April 13, 2015**

<b>MON.</b>	<b>4/13</b>		<b>No Meetings</b>
<b>TUES.</b>	<b>4/14</b>	7:30 p.m.	Regular Meeting of the Board of Trustees – Board Room
<b>WED.</b>	<b>4/15</b>	7:00 p.m.	Youth Commission – Terrace Room
<b>THURS.</b>	<b>4/16</b>	7:30 a.m.	Rescheduled FFIB Meeting – Station 11
		5:30 p.m.	Electrical Commission – Terrace Room
		7:00 p.m.	EQC – Shermer Study
<b>FRI.</b>	<b>4/17</b>		<b>No Meetings</b>
<b>SUN.</b>	<b>4/19</b>	<b>12:30-5:30pm</b>	<b>Bi-annual Interfaith Sunday – Community Relations Commission Kickoff St. Giles Church, ends at Village Hall 4:30pm</b>