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# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff

**COPY:** Village President & Board of Trustees – Department Heads

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** May 6, 2016

**SUBJECT:** STAFF BRIEFING

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## WEEK OF May 2, 2016

### MAY 3 PLAN COMMISSION MEETING

The Northbrook Plan Commission held their regular meeting on Tuesday, May 3. Due to the fact there were no public hearings scheduled, the Plan Commission and Development & Planning Services staff devoted most of the meeting to a discussion of the planning and zoning work program for the next 12 to 18 months. The staff and Plan Commission discussed the following topics:

- Downtown Zoning: The Commission received a briefing on the work that had been completed to prepare a series of draft amendments to the Zoning Code and the Village Green Overlay (VGO) District. The Village Board recently reviewed the draft amendments and asked that a joint meeting of the Plan Commission and Board of Trustees be scheduled to discuss the merits of the form-based code versus a more traditional zoning approach. The joint meeting has been scheduled for Tuesday, June 21.
- Residential Floor Area Ratio (FAR) Standards: Staff briefed the Commission on ongoing issues it sees with administering and enforcing the regulations related to the 40% FAR limits in single family residential districts. The Commission and staff discussed issues associated with attics and “bonus rooms” and different ways of measuring building mass. The Commission also discussed having a lower FAR standard as lot size increases.
- Accessory Structures: Staff briefed the Commission on some recent issues that have arisen associated with very large accessory structures. The Commission agreed that the existing zoning controls needed to be tightened up to limit the size of accessory structures.
- Parking: The Commission reviewed aerial photographs of most of the commercial areas in the community to see where parking was and was not an issue.
- Affordable Housing: The Commission was briefed on the recent discussions by the Board of Trustees on the topic of “affordable” housing in the community and what the Village’s role should be. The topic has been referred to the Board’s Community and Sustainability Committee for a detailed discussion.
- Review of Comprehensive Plan: The Plan Commission and staff also discussed the general approach that would be taken to review the current Comprehensive Plan.

The next meeting of the Plan Commission will be held on Tuesday, May 17. During that meeting, the Commission will hold its first public hearing on a proposal to develop a new office building at 2990 Dundee Road.

#### COMMUNITY RELATIONS COMMISSION MEETING

The Community Relations Commission held its regular meeting on Thursday, May 5 at Northbrook Public Library. At the meeting, members debriefed the Celebration of Cultures event and discussed the upcoming Welcome to Northbrook/Flamingo Fridays Kick-Off event. The Commission also discussed other projects that it might want to explore and will continue that conversation at its next regular meeting, which is scheduled for Thursday, June 2 at 7pm at Northbrook Public Library.

#### POLICE OFFICER MEMORIAL CELEBRATION

This week, Chief Wernick, and representatives from Investigations, Patrol and the Police Union, attended celebrations in Springfield in honor of National Police Week.

Thousands of law enforcement personnel attended this annual event, which honors Officers who have given their lives in the performance of their duties. The ceremonies included a morning church service, a state ceremony held on the Capitol grounds and concluded with the playing of taps. National and county celebrations will be held later in May.



#### LAKE COUNTY HONOR FLIGHT #6

On Friday, May 6, veterans, their friends and well-wishers gathered at Veterans Memorial Park in North Chicago for a sendoff to Washington D.C. The hour long event preceded a bus ride to General Mitchell International Airport in Milwaukee and the beginning of a three-day visit made possible by the fledgling Lake County Honor Flight group. Roger Scott, a Northbrook Police Officer as well as a Northbrook Veterans of Foreign Wars Post Commander and United States Air Force Senior Master Sergeant, was Northbrook's representative for the Northbrook resident who went to DC last weekend. Lake County Honor Flight, a local chapter of the national Honor Flight organization, flies veterans to Washington, DC to visit the memorials dedicated to honor their service.



### POLICE DEPARTMENT ACTIVITY

On Monday, May 2, at approximately 9:15pm, Northbrook's Northern Illinois Police Alarm System representative was called to the area of Woodlawn and Magnolia Avenues in Gurnee in response to an armed, barricaded subject. NIPAS Emergency Services Team operators made entry to the subject's residence and found the subject deceased from a self-inflicted gunshot wound. The scene was turned over to the Gurnee Police Department.

### FIRE INCIDENT COMMAND TRAINING SIMULATIONS

This week, Fire Department officers received incident command training which utilized case studies and simulations to stress best practices and coordination of incident command and control. Officers used iPads to interact remotely with one another on the simulated fire scene. Training Chief Brian Kazmierzak from Modern Fire Behavior and the Penn Township Fire Department in Mishawaka, Indiana was there to provide expert feedback.



### UL ANNUAL MEETING DISCUSSES FIRE LIFE SAFETY

After being recently appointed to the UL Fire Council, Fire Chief Jose Torres attended the its annual meeting held at the Westin Hotel in Wheeling from Monday, May 2 through Wednesday, May 4 . The UL Fire Council addresses fire and life safety issues and concerns as they relate to consumer products and building systems. An example of this is the recent "hover board/craft" scooter that is causing many fires. Manufacturers of hover board scooters will have to be UL certified to be sold in the U.S. in the very near future.



### DRONE APPLICATIONS IN PUBLIC SAFETY

The Northbrook Fire Department hosted a drone operation presentation by AeroVista Innovations of Highland Park on Thursday, May 5. Different public safety and emergency management applications were discussed, and a demonstration was conducted with several of the drones to demonstrate their capabilities.



### WESCOTT PARK PROJECT UPDATE

Work continues on the Wescott Park project. As part of the installation of the underground detention basin, the Village's contractor continued the excavation required to install the new storm traps. To date, 760 of the total 1,722 pieces have been installed. Deliveries and installations will continue as the project progresses.

The installation of new 42-inch storm sewers along Farnsworth Lane will begin in the upcoming weeks. The construction will start across from Wescott Park and move west along Farnsworth Lane. Excavations for the installation of the pipe will require restoration of sidewalks, driveways, and sections of the roadway.

### NORTHBROOK EAST STORMWATER PROJECT

On Wednesday, May 4, the Village of Northbrook held a preconstruction meeting for the Northbrook East Stormwater Management Project, which includes the construction of a 4.7 acre foot detention basin and storm sewers to improve flooding conditions in the Midway/Whitfield/Dell intersection area. Construction and tree removal may begin as early as next week. For more information on the project, please visit the project website at [www.northbrookeaststormproject.com](http://www.northbrookeaststormproject.com)

### 2016 WATER MAIN IMPROVEMENTS

The Harris and Banyan Drive water main replacement project consists of the replacement of the 6-inch and 4-inch diameter cast iron water mains on these roads with new 8-inch mains. This week, the contractor made the final connections onto the distribution system for the Harris Drive water main and began installing new service lines. Staff anticipates that all work will be complete within the next week.



### 2016 ASPHALT STREET PATCHING AND REHABILITATION PROGRAM

The contractor, Brothers Asphalt, has begun working on the asphalt street rehabilitation (grinding and resurfacing of roads) in the area of Teri-Lyn, Juli-Lyn, Ridgeland and Walters Avenue. Crews also worked to install storm sewers along Walters Avenue and replace curb and sidewalk in the area. Sidewalk and curb work are expected to continue next week. Similar resurfacing work for Wood Oak Glen Subdivision began this week with anticipated completion during the first week in July.

### SHERMER ROAD OVERFLOW SEWER PROJECT

Work continued on the Shermer Road Overflow Sewer project with crews beginning restoration work around Illinois Road between Spruce Street and Lorenz Drive. Crews also began preparing for the installation of the 72-inch storm sewer in the east parkway of Shermer Road at Woodlawn Road, which will begin next week. While the installation is being completed, northbound traffic on Shermer will be shifted into the turn lane.





**WEEK OF May 9, 2016**

<b>SUN.</b>	<b>5/8</b>		<b>Mother's Day</b>	<i>Happy Mother's Day!</i>
<b>MON:</b>	<b>5/9</b>		<b>No Meetings</b>	
<b>TUES.</b>	<b>5/10</b>	7:30 p.m.	Regular Meeting of the Board of Trustees- Board Room	
<b>WED.</b>	<b>5/11</b>	9:00 a.m.	Firefighters Pension Board Meeting- Shermer Study - <b>Cancelled</b>	
		7:00 p.m.	Bicycle Task Force – <b>Cancelled</b>	
<b>THURS.</b>	<b>5/12</b>	5:30 p.m.	Architectural Control Commission – Terrace Room	
		7:00 p.m.	Senior Service Commission – Crestwood Place	
<b>FRI.</b>	<b>5/13</b>	11:30 a.m.	CRC Event Northbrook Cares Luncheon – Board Room	