

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: June 20, 2014

RE: STAFF BRIEFING

WEEK OF June 16, 2014

PLAN COMMISSION

At its June 17 meeting, the Plan Commission held public hearings regarding the following zoning and subdivision relief applications:

- DOCKET NO. 13-17: 3895-3955 Dundee Road - Timber's Edge – The Commission held its third public hearing on a proposed 21-unit detached single-family home planned development. After hearing from the Applicant and from three members of the public, the Commission discussed the application and directed staff to prepare a resolution recommending approval of the application subject to:
 - Immediate installation of seven proposed land banked parking spaces in compliance with Village regulations;
 - Establishment of an escrow to cover the cost for the potential future installation of the eight proposed land banked parking spaces. If the Village does not require the installation of these spaces five years after the last occupancy permit is issued for the development, the Applicant is released from the land banked parking requirement.
 - Developer working with Village staff to determine if anything else can be done to minimize access delays onto Dundee Road from Normandy Hill and the proposed development.

The Commission will consider the draft resolution at its July 1 meeting.

- DOCKET NO. 14-8: Village of Northbrook Zoning Code Text Amendment Regarding Medical Cannabis (Marijuana) Cultivation and Dispensary Facilities - The Commission held its second public hearing on this matter. After hearing from two members of the public, the Commission continued the public hearing to July 1 in order to provide staff time to draft the proposed ordinance amendments.
- DOCKET NO. 14-06: 1885 Holste Road – Physical Sports Training Facility - The Commission held its first public hearing on a special permit to allow a sports training facility on the subject property. After hearing from the Applicant and no one from the public, the Commission discussed the application and directed staff to prepare a resolution recommending approval of the application subject to:

- The maximum capacity of the building shall be 84, except for special events;
- Prior to a special event at which more than 84 people would attend, the applicant shall demonstrate to the Village that arrangements have been made to provide additional off-site parking;
- Hours of operation of the facility shall be 6AM to midnight;
- Two years after occupancy of the building, the Village shall review the operation of the facility to determine if parking is adequate;
- The special permit shall be granted for a 10-year term.

The Commission will consider the draft resolution at its July 1 meeting.

In addition to continuation of the above items, the Plan Commission is scheduled to hold its second public hearing on the proposed carwash and gas station at 2370 Waukegan Road as well as a second public hearing regarding the proposed three story building at 1312 Shermer Road.

ADVANCED DISPOSAL RATE CHANGE NOTICE FOR YEAR 2 OF CONTRACT

Per the contract with Advanced Disposal, the Village was notified that the solid waste, recycling, and yard waste disposal rates for year 2 (Sept. 1, 2014 – Aug. 31, 2015) will be increased by 1.2%, which staff has verified is the percentage increase in the CPI-U Chicago, Gary, Kenosha from January 2013 to January 2014. Yard waste stickers and the yard waste subscription program will not be increased until April 1, 2015 in conjunction with next year’s yard waste collection season.

FARMERS MARKET OPEN FOR SUMMER SEASON

The Northbrook Farmers Market opened for their 6th season on Wednesday, June 18. President Frum and Ron Bernardi of Sunset Foods officially opened the 2014 season with the traditional Watermelon Cutting Ceremony. The market offers farm fresh produce and other organic products. Patrons are encouraged to finish their shopping at the Downtown stores and boutiques. The farmers market is held every Wednesday, at the corner of Cherry and Meadow, through October 8.

Due to thunderstorms, the farmers market this past Wednesday, June 18 had to be shut down early. Fire Department staff assisted vendors with breaking down their tents.



HIGH SCHOOL DISTRICT 225 SAFETY DRILLS HELD BY NORTHBROOK POLICE DEPARTMENT

On Monday, June 16, Glenbrook North School Liaison Officer Matt Szymanski conducted District 225’s first summer school session tornado, fire, and school lock down drills. Also conducted was a test of the school’s 911 emergency calling from various locations within the school. All drills were conducted successfully and with no problems occurring. The same drills will be repeated when GBN’s second summer school session begins.

SHERMER ROAD RAIL CROSSING CLOSURE

Metra has completed the track repairs and resurfacing of the crossing at Shermer Road in the central business district. The roadway is now open to traffic.

ASPHALT STREET RESURFACING PROGRAM

The Village's annual asphalt street resurfacing program continued this week with the Village's contractor, Peter Baker and Sons, working to remove the existing pavement and patching the roadway base throughout the Summerhill neighborhood. Next week, the contractor will be completing pavement removal throughout the project area and will begin to install the first layer of pavement. It is anticipated that this project will be substantially complete by mid-July.

More information regarding the Asphalt Street Resurfacing Project is available on the Village website at www.northbrook.il.us/constructionprojects.

CONCRETE STREET REHABILITATION PROGRAM

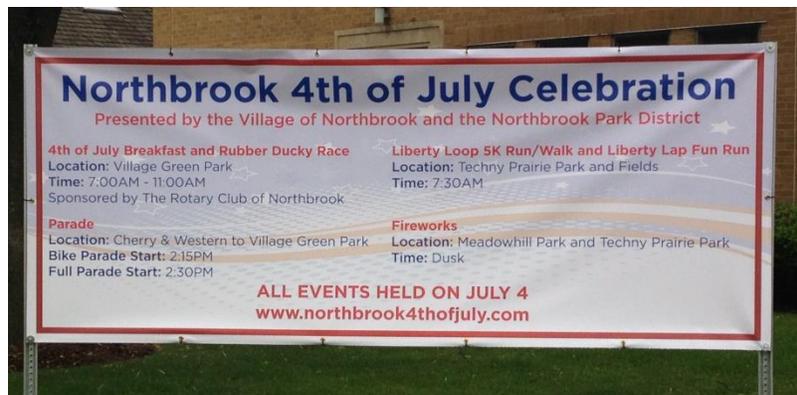
This week, the 2014 Concrete Street Rehabilitation Program commenced with the Village's contractor, A Lamp Road Builders, beginning to remove and replace deteriorated concrete panels throughout the Mideast and Midwest portions of the Village. Those residents whose driveway access was affected received a hand delivered notification prior to the start of work. Next week, the contractor will continue to pour new concrete panels.



More information regarding the Concrete Street Rehabilitation Program is available on the Village website at www.northbrook.il.us/constructionprojects.

4TH OF JULY PREPARATIONS

The Public Works Department has begun preparations for this year's 4th of July celebration. This week, a new banner providing information about each of the celebration's events was hung at the Civic Center. Next week, crews will work to hang flags from the light poles throughout the Central Business District and fill potholes, street sweep, trim parkway trees and weed whip along the parade route. Additionally, next week the Village's line painting contractor, Preform Traffic Control Systems, is scheduled to repaint the pavement markings along the parade route.



Information about all of the events related to the 4th of July celebration, including the parade, fireworks, pancake breakfast, and Liberty Loop 5k run/walk can be found at www.northbrook4thofjuly.com.

SANDERS ROAD RESURFACING PROJECT (TECHNY TO LAKE COOK)

On Monday, June 23, the Cook County Department of Transportation and Highways is scheduled to begin a project to resurface Sanders Road between Techny and Lake Cook Roads. The project will include removal of existing asphalt, patching in select areas, resurfacing, new pavement markings and roadway signage. This segment of Sanders Road also includes a few areas of concrete roadway pavement, which will be patched in select locations and diamond grinded to provide a smoother riding surface. In addition, the temporary traffic signal at the intersection with Lindenwood Lane will be replaced with a permanent signal. Construction is anticipated to result in limited lane closures and should last until mid-October.

NORTHBROOK FIRE DEPARTMENT PARTICIPATES IN BURN CAMP APPRECIATION DAY

On Wednesday June 18, Fire Apparatus Engineer Tom Schaul and Firefighter/Paramedic Jeff Anderson attended the annual "Camp I am me" appreciation day for burn survivors. This camp is held once a year at Camp Duncan located in Lake County which offers burn survivors ages 8 to 16 an opportunity to share their experiences and participate in camp activities with others that have had a similar life changing accident. The Northbrook Fire Department along with 40 other surrounding departments provided a vehicle for their onsite parade. Thank you to Jeff and Tom for participating in this great event!

NORTHBROOK FIREFIGHTER COMPLETES HAZARDOUS MATERIALS TECHNICIAN A COURSE

On June 6, Firefighter / Paramedic Brian Fleming received his certification from the Office of the State Fire Marshal as a Hazardous Materials Technician A. Brian completed the 45 hour course at the Northern Illinois Public Safety Academy which provides him the essential skills needed to safely mitigate incidents involving the release of Hazardous Materials.

FIREFIGHTERS COMPLETE FIRE ACADEMY WITH HONORS

Friday, June 13, 2014 Northbrook's newest fulltime firefighters Andrew McMurray and Brian Webster, along with Paid On-Call firefighters Robert Kincaid and Ryan Lawler, completed the nine week Fire



Academy at the Northern Illinois Public Safety Academy (NIPSTA). The four Northbrook firefighters received recognition of a Company Citation from the instructors for having the overall highest academic scores in the academy. McMurray and Webster also each received recognition for their individual academic honors, and Brian Webster was the recipient of the Leadership award, voted on by his classmates. These firefighters will continue their initial orientation and recruit training for the rest of the month and will begin their shift assignments in July. Congratulations and nice job by all.

(From left to right: Kincaid, Webster, Lawler, McMurray)

WEEK OF June 23, 2014

MON.	6/23	7:30 p.m.	Zoning Board of Appeals – Board Room
TUES.	6/24	7:30 a.m.	Industrial and Commercial Development Committee – Terrace Room
		7:30 p.m.	Regular Meeting of the Board of Trustees – Board Room
WED.	6/25		No Meetings
THURS.	6/26		No Meetings
FRI.	6/27		No Meetings