

MEMORANDUM

TO: STAFF

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

FROM: Richard Nahrstadt, Village Manager

DATE: July 9, 2010

RE: STAFF BRIEFING

WEEK OF JULY 5, 2010

JULY 6 PLANNING & ZONING COMMITTEE MEETING

On the afternoon of July 6, the developer of the Chase Bank project, at the intersection of Sanders and Dundee Roads, submitted a letter seeking a continuation of the Committee's review of this item to a future meeting. The Committee recognized the request by the developer and continued their discussion until next month.

The Committee spent the majority of the meeting discussing a request by the applicant for the Northbrook Garage redevelopment project to eliminate the condition in the previously approved documents requiring that Panera Bread be an initial tenant in the development. The applicant informed the Committee that they had been unsuccessful in securing a lease with Panera Bread to occupy the retail space at the corner of Shermer and Meadow Roads (Tenant Space 001). The Committee discussed a continued interest in the applicant working with the adjacent property owner on creating a consolidated development on the block. The adjacent property owner (Shermerville Properties LLC) was present, and following a brief statement regarding Trustees' interest in the Applicant working with the owner of the remainder of the block, it became evident that there would not likely be a "consolidated" development, but that the two property owners would do their best to coordinate their individual development projects.

Following the discussion, Committee members, as well as the other Trustees present, concluded that at this time the Village Board should not amend the approval documents for the project, and that it would be best for the Applicant to return before the Board to seek the amendment to the ordinance when they have a specific tenant to propose in lieu of the Panera Bread.

JULY 7 ECONOMIC DEVELOPMENT COMMITTEE

The Village's Economic Development Committee (EDC) met on July 7 to receive an update on the community's ongoing economic development efforts. The EDC discussed the Nestle Class 6b Property Tax Incentive currently being reviewed by the Village. The Committee unanimously adopted a motion endorsing Nestlé's Class 6b application.

The EDC also reviewed the merits of establishing new limitations on non-retail sales tax generating uses in retail areas. The Committee concurred with many of the concerns previous raised by the Industrial and Commercial Commission (ICDC) and discouraged the Village from adopting new restrictions. If the Board wants to pursue such a policy, the EDC felt that the ICDC should be involved in the review of any draft regulations.

Representatives from each taxing district provided an update regarding activity at their respective taxing district.

JULY 8 SENIOR SERVICES COMMISSION

The Senior Services Commission met for their regular meeting on Thursday, July 8. Under the budget report, the commission had a number of questions regarding the reporting of the financial statements from Realty and Mortgage, and will therefore not approve the statements until the next meeting when a representative from the company can explain some of their concerns. The Commission also asked that the check register and the open invoice lists be deleted from the commission version of the report, but be left in for the Village staff liaison.

The commission also discussed the possibility of increasing the number of commissioners from seven to nine to reflect the increased responsibility of the Commission to include not only senior housing, but all other issues relating to seniors in Northbrook. The Commission decided to hold a workshop next meeting to determine what their future needs will be.

The next meeting will be held on September 2.

JULY 8 ACC MEETING

The Village's Architectural Control Commission held their regular meeting on Thursday, July 8. The Commission reviewed and unanimously recommended approval of a new parking lot design for the Bank Financial facility at 1348 Shermer Road as presented. The Board will review the Design Review Permit on July 27. Most of the meeting was devoted to the ongoing discussion of how to improve the building permit submittal, review, and inspection procedures. The Commission favored having clearer policies and procedures for when a trade contractor's Village license can be revoked. They also supported the staff efforts to simplify the Village applications and forms.

The Commission discussed some of the issues that have emerged with the use of an outside consultant for plan review. The staff is developing a new system that will allow permit applications to be classified into different categories based on their complexity. The staff also asked the ACC to consider the merits of adopting the ICC's Existing Building Code. Finally, the Commission approved single family elevations for two new homes: 1153 Greenbriar Lane (Architect: Town Studios, Inc.; Owner: M. Konsor) and 2737 Woodland Drive (Architect: Sven Dahlquist; Owner: E & M Baer).

BURGLARIES

Two burglaries to vehicles were reported this week. Both occurred over the holiday weekend to vehicles parked in their driveways in the 2400 block of Brian and 2200 block of Vista Court. Items removed included a GPS unit and computer, electronic and communications equipment and currency.

Homeowners in the 1300 block of Candlewood Hill Road reported a delayed burglary to their residence. Upon returning home early this week, they discovered that unknown persons had entered their residence through possibly unsecured rear doors and removed several items of jewelry.

WEEK OF JULY 12, 2010

SAT.	7/10	10am-5pm	ART IN THE PARK – Village Green
		10am-5pm	Hometown Downtown – Sidewalk Sale
SUN.	7/11	10am-5pm	ART IN THE PARK – Village Green
MON.	7/12		No Meetings Scheduled

TUES.	7/13	7:00 p.m.	Tuesday Night Concerts – in the Village Green thru Aug. 24
		7:30 p.m.	Regular Board of Trustee Meeting – Board Room
WED.	7/14	7:00 p.m.	Bicycle Task Force – Terrace Room
THUR.	7/15	6:30 p.m.	Stormwater Management Commission – Cancelled
		7:00 p.m.	Environmental Quality Commission – Cancelled
FRI.	7/16		No Meetings Scheduled