

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES
DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: April 23, 2010

RE: STAFF BRIEFING

WEEK OF APRIL 19, 2010

COMMITTEE OF THE WHOLE

The Board of Trustees met in a Committee of the Whole on Tuesday, April 20. At the meeting, public comment was allowed on the FY 2010/2011 Draft Budget. Three residents provided comment and recommendations included an increase in spending on infrastructure and storm water management. The Board reviewed the ICDC's recommended business development marketing plan. The plan identifies seven target markets (Existing Businesses; Industrial & Commercial Real Estate Brokers; Northbrook & North Shore Residents; Local Developers and Property Owners; Prospective Industrial, Distribution, and Office Companies; Prospective Retail Businesses and Restaurants; and Partners in Business Development). The plan calls for development or marketing materials as well as retooling/redesigning information on the website. Several of the Board comments suggested a need for more definite action steps as well as tools to evaluate the success of the plan. Also discussed was the paint design for the new water tower. Although the painting of the new tower will not occur until June 2011, a general decision on the exterior color as well as any type of designs and/or logo must be included in the construction specifications. The Board expressed interest in pursuing either a two-tone exterior color or a simple design/logo.

PLANNING AND ZONING COMMITTEE MEETING

At its April 20, 2010, meeting, the Planning & Zoning Committee discussed and adopted a motion recommending to the Board of Trustees approval of the revised application for a proposed Chase Bank facility on the northwest corner of Dundee and Sanders roads subject to the installation of additional landscaping on both sides of the fence along the north property line. The individual members of the Committee also strongly recommended that the Applicant consider entering into an agreement with the Village regarding the payment of an annual fee-in-lieu for sales tax for the bank.

The Committee generally found the revised site plan acceptable, which contains a right-out only access onto Bordeaux Drive and a right-in, right-out, and left-in access onto Sanders Road. The Applicant agreed to the additional landscaping, but requested additional time to consider the requested fee-in-lieu of sales tax. Since the meeting, the Applicant has informed staff that the parties agree in principle to provide an annual "donation" to the Village, but that they need to continue to discuss the appropriate amount of such a payment. Staff is continuing discussions with the Applicant regarding this issue. The Board is scheduled to consider the Committee's recommendation at its April 27 meeting.

The Committee also held an initial discussion regarding the appropriate heights for new buildings in the downtown. This issue was discussed given the frequent questions staff receives from property owners/developers when discussing potential redevelopment opportunities in the downtown. After reviewing several images of different building heights and building designs, the consensus of the Committee was that the maximum height should be three to four stories and that limited design elements could possibly go slightly higher. Committee members concluded that the appropriate height for a particular site will be determined by the general

design of the building, the variation in height of the proposed building and the nearby existing buildings, how the building “steps back” from the sidewalk, and the width of the sidewalk/landscaped areas between the building and street.

PLAN COMMISSION

The Plan Commission held their regular meeting on Tuesday April 20, 2010. The Commission reviewed two applications, as summarized below.

- DOCKET NO. 10-05: 1529 SHERMER ROAD – SCOTT SIMPSON BUILDERS. The Plan Commission adopted Resolution No. 10-PC-06 recommending approval of a request to rezone 1529 Shermer from R-5 Single Family Residential to C-2 Neighborhood Commercial to accommodate an administrative office for a contractor business, several yard and setback variations, a 20% parking variation to reduce the required parking from 5 to 4 spaces, and a variation to reduce the required number of loading spaces from 1 to 0. The resolution contained several conditions, one of which recommended a restrictive covenant be placed on the property restrict the use of the property, and another being that the Village have the ability to require the applicant to address any parking problems that may result from the operation of an office at this location.
- DOCKET NO. 10-06: VILLAGE OF NORTHBROOK NEW COMPREHENSIVE PLAN. The Plan Commission held its second formal public hearing on an application by the President and Board of Trustees of to repeal the existing Comprehensive Plan in its entirety and adopt a new document. Although a few members of the public were present for the meeting, no one spoke during the public hearing portion of the meeting. As such, the commission discussed a series of land use map and policy issues. Specifically, the Commission reviewed the following:
 - Dundee/Hazelwood/Anthony Trail Area. After discussing a series of development options, the Plan Commission agreed that the two lots on Hazelwood that do not have frontage on Dundee Road should be removed from any designation that would allow office or retail uses on these properties. They did believe the one lot that has frontage on Anthony Trail should remain in the Neighborhood Edge classification, as it necessary for proper access and also will provide more development flexibility and buffer opportunities.
 - Block Bounded by Kiest/Angle/Waukegan & Shermer (New Walgreens Area) The Commission next discussed how the four single family lots that face Angle could redevelop in the future. The Commission was particularly concerned about the visual impact of new development upon the homes across the street and traffic onto Angle and Kiest as they discussed options. Ultimately, the Commission felt that if the four homes redeveloped together that rowhomes or a similar type of multi-family project would be suitable. If, however, the commercial properties that face Waukegan Rod (Otis & Lee, Dominoes, etc.) were also included a mix of units or commercial development could work so long as screening and traffic were properly addressed.
 - C-1 Zoned Area Along Shermer Between Waukegan and Downtown. The Commission felt that original concept of C-1 zoning was still desirable, but also indicated that if enough land were assembled that a multi-family development would be a good addition to the area. Proper screening along the rear property line that abuts the deep single family lots facing Chapel was also deemed necessary.
 - Single Family Lots on West Side of Sanders, South of Picardy. Because all of these single family lots also have frontage on Picardy Circle, it was felt that if a land assembly occurred, these lots could be redeveloped as townhomes with no access onto Sanders.
 - Affordable Housing Policies. The Commission members all agreed that it was appropriate for the Comprehensive Plan to have policies that were, at a minimum, consistent with the Village’s Housing Plan. The Commission did not believe it was appropriate to identify any properties as specifically “targeted” for affordable housing.

The Plan Commission continued the public hearing on the Comprehensive Plan to May 18 to allow staff time to proper a full set of revisions. In addition, a public hearing had already been scheduled for the

redevelopment of the “Pro-Pak” building on Dundee Road for the May 4 Plan Commission meeting.

ENVIRONMENTAL QUALITY COMMISSION

The EQC met for its rescheduled meeting on Thursday. The commission discussed what will be presented at their booth for Earth Day this year, and decided to focus their efforts on promoting environmentally friendly Village programs, including the green building ordinance and the construction and demolition waste recycling ordinance. The commission will also begin collecting more information on natural areas within the Village to continue to build on the Natural Resource Plan they are writing. The commission also discussed how to incorporate Lake County's land management plan into the new Natural Resource Plan. The next EQC meeting is scheduled for May 20.

YOUTH COMMISSION

At their Wednesday, April 21, meeting, the Youth Commission previewed the six short films that will be presented at the first-annual Northbrook Youth Commission film festival on June 7 at the Northbrook Public Library (7pm). The goal of this Youth Film Festival is to honor and nurture the filmmaking talents of Northbrook students. The films were created by Northbrook students who are currently attending Northbrook Junior High, Glenbrook North High School, and New York University (graduate of GBN). The films include two documentaries (one which won a national CSPAN award and the other which won the national Invisible Children’s Creative Idea Award), a comedy spoof of an MTV show, and a film shot in stills, inspired by the 1949 film called “the Third Man” (which was selected for NYU Kanbar’s Institute of Film’s Tisch Freshman Showcase).

RUBBISH FIRE

On Wednesday April 21, firefighters were dispatched for a rubbish fire in the 1100 block of Greenbriar Lane. The first arriving unit upgraded the response due to the fire being up against the side of a garage. The fire was quickly extinguished while the additional firefighters checked the house and garage for the possibility of fire extending into the structure. Probable cause of the fire was listed as spontaneous combustion of construction materials. Losses were estimated at \$1,500 to the siding of the garage.

SUNDAY NIGHT HOME FIRE ON LINCOLN AVENUE

At 6:30 p.m. on April 19, the Northbrook Fire Department responded to the 1900 block of Lincoln Avenue for a structure fire. Upon arrival fire units found a single story residence with visible heavy smoke and fire from the rear of the structure. The three occupants of the residence were able to exit the home prior to the arrival of the fire department. The fire was extinguished in approximately 20 minutes utilizing 2 hand lines. The structure had heavy fire damage to a rear bedroom and hallway and extensive smoke and water damage throughout the structure. Nine Northbrook fire units responded and also received

mutual aid assistance from Glencoe and Northfield. Northbrook stations were covered by call back personnel during the incident. The preliminary cause of the fire points to being electrical in



Photos by Tim Olk

nature and is currently under investigation by the Northbrook Fire Prevention Bureau and the Northbrook Electrical Inspector.

WEEK OF APRIL 26, 2010

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| MON. | 4/26 | 7:30 p.m. | Zoning Board of Appeals – Board Room |
| TUES. | 4/27 | 7:30 a.m. | ICDC – Terrace Room |
| | | 6:30p.m. | Park District honors Olympic Speed Skaters-Sports Center, 1730 Pfingsten |
| | | 7:30 p.m. | Regular Board of Trustee Meeting – Board Room |
| WED. | 4/28 | | No Meetings |
| THUR. | 4/29 | 10:00 a.m. | Astellas Groundbreaking Ceremony, Glenview |
| | | 5:00 p.m. | Electrical Commission Meeting – Terrace Room |
| FRI. | 4/30 | | No Meetings |
| SAT. | 5/1 | 11:00 am-4pm | Asian American Heritage Event – Northbrook Public Library |