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# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff

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

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** July 26, 2019

**SUBJECT:** STAFF BRIEFING

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## WEEK OF July 22, 2019

### SPECIAL COMMITTEE OF THE WHOLE MEETING

On Tuesday, July 23, the Board of Trustees held a Committee of the Whole Meeting. During the meeting, the Board members discussed two items: how to regulate short-term rental housing in the Village and a review of proposed amendments to the Northbrook Building Codes. The Board discussed the various types of short-term rentals (both individual rooms in an owner-occupied home and entire home rentals) and concluded that “whole house rentals” would have to be for a minimum term of 30 days, but homeowners would be able to rent out a room on a short-term basis (providing they are living on the premises). The Board also reviewed a series of proposed Building Code amendments recommended by the Electrical Commission and Architectural Control Commission. The Board supported the recommendations, but requested additional information on how to implement a proposal to require fire sprinklers for large additions to single-family homes.

### REGULAR BOARD MEETING

On Tuesday, July 23, the Board of Trustees held its regular meeting. Under the President’s Report, President Frum proclaimed August 6 as National Night Out and acknowledged the event held that evening from 6-9pm at Meadowhill Park.

Under the Consent Agenda, the Board approved a number of resolutions and ordinances including agreements for contractual service, asphalt street crack sealing, engineering design services for Wendy Drive, stormwater project construction oversight services, an Intergovernmental Agreement with Cook County for the Anthony Trail Reconstruction Project, construction of the Fiscal Year 2019/2020 Stormwater Projects, certification of completion of Phase IV of The Lodge (2220 Founders Road), and release of closed session meeting minutes.

Under Planning and Zoning, the Board heard three preliminary reviews: a request from GR Companies, Inc. for a recreational cannabis business (755 Skokie Blvd.); a request by G-2 Real Estate o/b/o North Shore Transit, Inc. for a Special Permit Approval to Allow School Bus Storage at 2045 Shermer Road; and a request for two-lot residential subdivision at 2450 Landwehr Road. All were referred to the Plan Commission for review and the request regarding the recreational cannabis business will also be reviewed by the Architectural Control Commission.

The next regular Village Board meeting is Tuesday, August 13, at 7:30 p.m.

### INDUSTRIAL & COMMERCIAL DEVELOPMENT COMMISSION

On Tuesday, July 23, the Northbrook Industrial & Commercial Development Commission (ICDC) held its regular meeting. The Commission was updated on the Northbrook Court redevelopment project, the Village's Downtown Study that is currently underway, and the Village's policies regarding legalization of recreational Cannabis, which will be soon reviewed by the Plan Commission. Most of the meeting was devoted to a discussion of the recent Cook County property assessments and how higher property taxes will make it more difficult to attract and retain businesses in Northbrook. The next ICDC meeting is August 27.

### CHAMBER EXPO AND AFTER HOURS

On Monday, July 22, over 400 attendees visited with the 65+ vendors from area businesses and organizations during the Chamber's Business Expo and After Hours at the Hilton Chicago Northbrook. Village President Sandy Frum, pictured right, with Development and Planning Services Director Tom Poupard, Communications Manager Cheryl Fayne-dePersio, and Police Chief Roger Adkins, staffed the Village table and shared information about Northbrook Notify, business security and scams, and developments projects in Northbrook, including Northbrook Court.



### AMERICAN CREED- COMMUNITY CONVERSATION

On Thursday evening, July 25, at the Northbrook Library Auditorium, local community representatives discussed Northbrook's past, present, and future, as well as ways residents and businesses can get more involved in the community. The speakers, pictured right, included Civic Foundation President Matt Settler, Northbrook Village President Sandy Frum, Northbrook broker and long-time resident Harley Korman, and Historical Society President Judy Hughes. The program was recorded and will be cablecast in August on Northbrook Community Television – Cable Channel 17 and archived on the Village website at [www.northbrook.il.us](http://www.northbrook.il.us) after August 1.



### WOODLAWN ROAD AND PENFOLD PLACE WATER MAIN REPLACEMENT

This week, the Village's contractor completed connecting service lines to the new water main on Woodlawn Road between Western Avenue and Penfold Place. Next week, crews will begin making service line connections on Woodlawn between Penfold and Shermer Road. Once this work is completed, the contractor will connect the new water main to the existing mains on Western and Shermer.

This project consists of replacing the original 1948 6-inch diameter cast iron water main along Woodlawn Road with new 8-inch diameter pipe and installation of new 8-inch pipe on Penfold Place from Scott Road to Illinois Road. With this construction, there will be temporary traffic delays and detours, construction noise, dust, and temporary daytime loss of driveway access. Additionally, the contractor will be permitted to store some equipment and materials in the parkway throughout the project. All parkway areas disturbed by construction activities will be restored and the roadway will be resurfaced at the end of the project. For more information on this project and copies of notices, please visit [www.northbrook.il.us/woodlawn](http://www.northbrook.il.us/woodlawn).

**HEATHERCREST EAST CONCRETE STREET PANEL REPLACEMENT**

This week, the Village’s contractor began saw cutting the roadway in preparation for removal and replacement. Next week, crews will continue saw cutting and may begin removing pavement. Motorists are asked to use caution in the work area and to expect full lane closures as the project progresses. This project will include removing and replacing failed panels of pavement in the Heathercrest East subdivision. For more information on this project, visit [www.northbrook.il.us/2019concrete](http://www.northbrook.il.us/2019concrete).

**WEEK OF July 29, 2019**

<b>MON.</b>	<b>7/29</b>	No Meetings
<b>TUES.</b>	<b>7/30</b>	No Meetings
<b>WED.</b>	<b>7/31</b>	<b>Northbrook Days begins through Sunday, August 4</b>
		No Meetings
<b>THURS.</b>	<b>8/1</b>	No Meetings
	7:00 p.m.	Arts Commission – Terrace Room – <b>Rescheduled to Monday, Aug. 5</b>
	7:00 p.m.	Community Relations Commission - <b>Canceled</b>
<b>FRI.</b>	<b>8/2</b>	No Meetings
<b>SAT.</b>	<b>8/3</b>	<b>9am-Noon Electronic Recycling – behind the Village Hall</b>

