



July 3, 2025

## REGISTRATION FOR STATEMENT OF QUALIFICATIONS AND PROPOSAL

**Village President**  
Kathryn L. Ciesla

**Board of Trustees**  
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**Village Clerk**  
Derek R. Gau

**Village Manager**  
Cara L. Pavlicek

### Introduction and Background:

The Village of Northbrook ("Village") seeks to engage a qualified developer ("Developer") to acquire and redevelop the Village-owned property at 1657 Shermer Road ("Site"), which is located .3 miles from the Village Metra Station and downtown Northbrook, 2 miles from the Edens Expressway (I-94), and 3 miles from the Central Tri-State Tollway (I-294).

The overall vision for redevelopment is to transform the parcel into a transit-oriented development (TOD) neighborhood consisting of higher density residential building(s) and restaurant use, accessed by walkable, pedestrian-friendly streets. The Village maintains a preference for mixed-use, multi-family residential, and sales tax generating mixed use development for the Site.

The Village will consider applicants proposing to build a development substantially in conformance with the previously approved development agreement as well as those applicants seeking to propose new or alternative developments.

Government participates in development when it identifies a community need and determines that government participation is necessary to achieve community goals that have not otherwise been met through private development market. In Northbrook, some examples of these community goals and needs include but are not limited to sufficient foot traffic to consistently support a vibrant array of downtown businesses, sustainable design that aligns with the Village Climate Action Plan, transit-oriented development, and a mixture of housing alternatives including affordable housing, workforce housing, and rental housing by choice.

The Village is excited to work with developer(s) and development teams, to meet these important community needs. With this in mind, the Village will accept proposals that align with one of the following:

1. Projects in substantial compliance with the approved development agreement (see link below for more information on approved entitlements);
  - This link provides documentation of the extensive public process and access to agenda materials for the project as approved by the Board of

Trustees on January 24, 2023: [Zoning and Design Review Applications on File | Northbrook, IL](#)

2. Residential with 200 or greater units with a minimum of 5 affordable units and development of the commercial restaurant;
3. Residential with 200 or greater units with a minimum of 5 affordable units and a restaurant pad reserved for the Village to separately develop;
4. Residential for entire site with a minimum of 5 affordable units and at least 10% workforce housing designed for and occupied by people with incomes between 80-120% Area Median Income (AMI); OR
5. Residential for the entire site inclusive of 15% affordable units.

Applicants may submit proposals in more than one of the categories listed above. All reference to affordable housing will be consistent with the affordable housing requirements within the Village. During the SoQ/P process, the Village does not request or expect detailed renderings specific to this site or fully engineered drawings at this time; however, submittal of a scaled site plan(s) depicting the proposed development on the site and example renderings of previous work indicative of the product proposed on this site should be included with the proposal.

**Registration:**

Interested developers may register with the Village to receive proposal instructions. To register, all firms and development teams interested in participating in this SoQ/Proposal process should email the name of the entity and the primary point of contact (name and email address) to [Amy.mcewan@northbrook.il.us](mailto:Amy.mcewan@northbrook.il.us) with a subject line of *'Registration for SoQ/Proposal'* as soon as practicable and no later than July 16, 2025

In addition, the Developer will include links or brief PDF attachments in the registration e-mail that enables the Village to determine the qualifications of the Developer including, without limitation, the following:

- A brief letter of introduction including a link to the company, firm or development team website;
- Links or PDFs to document that describe prior projects of similar size, cost, complexity and scope completed by Developer;
- Demonstration of financial viability to complete a mixed-use multi-family project similar in scale to the approved plan (confidential documents are not expected at this point);

- Brief description of the company/firm/development team background and experience including developments of a similar size, scale, and complexity of the previously approved plan; and
- Any other information that will assist the Village in determining that the registrant is a development company and team qualified to complete a mixed-use multi-family project similar in scale to the approved plan.

Only a Developer who completes the required registration and is determined, by the Village in its sole discretion, to be a qualified Developer will be provided the SoQ/Proposal documents and be invited to submit a proposal. The Village will base its determination on qualifications based on a Developer's experience, financial strength and resources, willingness and proven ability of the developer to share their project vision and its benefits to the community, ability to obtain appropriate licenses, permits and approvals, ability to complete a proposed project that is appropriate for the Site and any other factors that the Village finds appropriate.

The Village reserves the right to: (1) accept the registration of a Developer that is, in the Village's judgment, qualified to perform the work in a manner that is protective of the interests of the Village and the public; (2) reject any and all registrations; (3) accept and incorporate corrections, clarifications or modifications to registrations when to do so would not, in the Village's opinion, prejudice the registration process or create any improper advantage to any Developer; and (4) waive irregularities and informalities in the registrations process or in any registrations submitted; provided, however, that the waiver of any prior defect or informality shall not be considered a waiver of any future or similar defects or informalities, and a Developer should not rely upon, or anticipate, such waivers in submitting its registrations.

The Village will require all Developers that submit a registration to execute a non-disclosure agreement ("*NDA*") prior to issuing any SoQ/Proposal documents. By submitting a registration to the Village, a Developer is confirming its understanding and acknowledgment that an NDA will be required prior to being provided the SoQ/Proposal. The Village will deliver a Notice of Acceptance of Registration, along with the required NDA to all prospective Developers whose registration are approved. SoQ/Proposal documents will be made available by the Village to qualified Developers following the execution of an NDA.

The acceptance of a registration shall not deprive the Village the right to reject any proposal from a Developer if its proposal does not comply with all requirements or when

other circumstances, events, and developments have, in the opinion of the Village, changed the qualification or responsibility of the Developer.

The Village will not accept any proposals from any entity that has not registered and been prequalified by the Village through the registration process. Any such proposals received will be rejected and returned unopened.

**Administrative Note:**

During the registration portion of this SoQ/P, the Village is seeking a streamlined process; therefore, please concisely provide the requested information. Please PDF documents as the file size maximum is 25 MB. In future phases of the SoQ/P process, and if necessary, the Village will provide other alternative means for submitting any documents that require a larger file size.