

**MINUTES
of the
REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES
VILLAGE OF NORTHFIELD
Tuesday, July 17, 2007 - 7:00 p.m.**

The Board of Trustees of the Village of Northfield met in the Council Chambers of the Village Hall for the Regular Board Meeting on Tuesday, July 17, 2007. The meeting was called to order at 7:00 p.m. by President John Birkinbine. The Village Clerk called the roll which was as follows:

PRESENT:	President Trustees	John Birkinbine, Jr. Ted Greene John Chapin Terry Gottlieb Frank Charhut Joan Frazier Fred Teichert
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APPROVAL OF CONSENT AGENDA ITEMS:

Trustee Chapin made a motion, seconded by Trustee Greene, to approve Consent Agenda items 1 through 5.

1. Approve the Minutes of the June 19, 2007 Village Board meeting.
2. Approve the Bills and Disbursements from 6/9/07 to 7/11/07 in the amount of \$615,876.59.
3. Approve the Agreement with the Village of Glenview for the construction of a Wagner Road sidewalk from Lois Lane to Winnetka Road.
4. Approve the reappointment of Richard Joutras to the E-911 Board for a four year term ending May 31, 2011.
5. Approve a resolution authorizing the Village Manager to enter into an agreement with the Cook County Assessor's Office for use of their GIS System data.

Upon the following roll call vote, the motion was approved.

AYES:	Greene Chapin Gottlieb Charhut Frazier Teichert	NAYS: 0	ABSTAIN: 0	ABSENT: 0
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CONSIDERATION TO APPROVE A SPECIAL USE ORDINANCE FOR A FULL SERVICE RESTAURANT AT 305 HAPP ROAD

Trustee Chapin made a motion, seconded by Trustee Teichert to approve granting a special use ordinance allowing a full service restaurant with outdoor seating (Hausmann Brasserie) at 305 Happ Road in Northfield Square.

Trustee Chapin asked whether approving the restaurant at this location is acceptable in light of

the moratorium because it is considered an "install" and not a rearrangement or different use than what it had been.

Community Development Director Anne Kane responded that he is correct. She noted that there is an exclusion provision in the development moratorium that says if it is the same use occupying the space of the previous tenant it is excluded. In this case, only a sign change is needed. Director Kane also provided a summation of the July Plan and Zoning meeting at which this was approved. She noted that the new owners will occupy 6,000 sq. ft. on the main level plus 2,000 sq. ft on the second floor to be used for dry storage and office space, which is consistent with previous tenants who have occupied this space in the past. The Plan and Zoning Commission members focused on the hours of the restaurant of 11:00 a.m. to 10:00 p.m. and outdoor dining hours to 9:00 p.m. The Plan and Zoning Commission encouraged the petitioner to extend the hours so that down the road if they want to hold special events, catered parties, etc. they would be able to do so without coming back to amend the hours. The closing hours on the special use ordinance presented to the Board are now 1:00 a.m. which is consistent with the hours of the previous restaurant. It was noted that there were no parking issues raised by the P&Z Commission or current tenants in the mall. The Plan and Zoning Commission unanimously recommended approval of the restaurant.

Trustee Gottlieb asked is the petitioner is doing a major renovation of the restaurant or just adding a new sign. Ms. Kane responded that they would be doing a total remodeling but not changing the footprint of the restaurant. They are changing the character and theme (décor) of the restaurant and hope to be open in 12-14 weeks and at least by the end of the year. Trustee Gottlieb also shared that the executive chef is the originator of another restaurant, Jackie's Bistro.

Trustee Frazier commented that not having the minutes or transcript of the Plan and Zoning Commission hearing prior to tonight's Board meeting was difficult since the Board is being asked to endorse the decision of the Committee which she noted is difficult without reading the comments by the Commission members. She noted that henceforth she will not vote on Plan and Zoning Commission topics without having been able to read the minutes. Trustee Frazier then asked about the hours of operation, number of employees, where employees would park and some issues raised by the Fire Inspector. Director Kane responded to the hours of operation, number of employees and parking issues and noted that all the Fire Inspector's issues would be resolved before any building permits are issued.

Village Manager Sigman noted that when P&Z meetings fall on holidays during the first week of the month, the meeting is pushed to the second week of the month. This usually does not allow enough time for the out of office transcriber to complete the minutes in time for the Board packet going out that same Friday. It was suggested that the minutes could be provided at the Board meeting. Manager Sigman noted that in the past, the Board had adopted a policy of not giving Board members any new material at a meeting since they would not have time to consider it.

Attorney Hill commented that if it is really important, the Village can get faster transcript service and pay two and a half times the regular cost.

Trustee Gottlieb commented that because he attends the Plan and Zoning Commission meetings as the Liaison, if there were major issues he would certainly bring them to the Board's attention regarding the Commission's thinking or why they voted a particular way.

President Birkinbine also responded that this is why Trustees are asked to sit in on Board and Commission meetings as Liaisons. He also noted that this is only the second year the Village has had to provide transcripts of the Plan and Zoning meetings which was the result of a lawsuit in the western suburbs.

Attorney Hill gave a little more background on the case that resulted in Villages needing to have transcripts of P&Z hearings. A further legal decision eliminated the necessity of providing transcripts of P&Z hearings, however, Village staff decided to continue providing them.

Trustee Greene added that he relies on the Village Liaison but if he has any concerns, he attends the meeting to get a feel of the room and the opinions of the Commission/Board members.

Manager Sigman reaffirmed that they have found the transcripts to be valuable because they are more complete whereas in the past there were just summary notes or minutes that provided the essence of the meeting or just the motion and vote. She noted that staff can do whatever the Board would like – go back to just doing only summary notes of the Plan and Zoning Commission meetings, pay more for faster better turn around of transcripts, or even schedule the meeting a week earlier rather than later as suggested by Trustee Chapin.

Trustee Frazier felt that it is very important to read the opinions and discussions on the issues by the various Boards and Commissions.

President Birkinbine added that it is a matter of trust and that the Village Board trusts the Commissions and Boards to do their job and make a well thought out recommendation to the Board members.

Trustee Frazier appreciated the various comments and noted that while she “trusts” others, she may have a different perspective or other point of view than others reviewing the issues and she should have the information needed to make her decision as a Board member.

Trustee Charhut asked whether Trustee Frazier would find a copy of the tape valuable. She noted that since most of the topics are technical, it is more helpful to read and study the issues and make notes and that it would be more difficult just listening to a tape.

Trustee Chapin asked for clarification of wording in the ordinance, page 3, point 12, “an approval pursuant to any requested review by a Village consultant”, he wanted to know who is a Village consultant. Manager Sigman noted that it could be the Village Engineer, Village Attorney, Village Health Inspector – all consultants and not staff of the Village.

There being no further discussion, upon the following roll call vote, the motion was approved.

AYES:	Greene Chapin Gottlieb Charhut	NAYS: 0	ABSTAIN: 0	ABSENT: 0
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Frazier
Teichert

CONSIDERATION TO APPROVE A SPECIAL USE ORDINANCE FOR A DETACHED GARAGE GREATER THAN 600 SQ. FT. AT 332 EATON

Trustee Gottlieb made a motion, seconded by Trustee Greene to approve a special use ordinance to permit a detached garage greater than 600 sq. feet at 332 Eaton Street.

Trustee Frazier asked if anyone could put a pool in their front yard. The response was “no.”

Director Kane noted the primary focus of the discussion at the Plan and Zoning meeting was that the Village Engineer was recommending going above and beyond the Village code requirement to require on site storm water detention because of a known storm water issue.

Upon the following roll call vote, the motion was approved.

AYES:	Greene	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Chapin			
	Gottlieb			
	Charhut			
	Frazier			
	Teichert			

CONSIDERATION TO APPROVE A FINAL PLAT OF SUBDIVISION TO CONSOLIDATE TWO LOTS LOCATED AT 700 AND 770 FRONTAGE ROAD INTO ONE COMMERCIAL LOT

Trustee Chapin made a motion, seconded by Trustee Teichert to approve the Final Plat of Subdivision to consolidate the two commercial lots located at 700 and 770 Frontage Road into one lot.

Director Kane reminded the Board of an ordinance approved earlier this year granting Fields a PUD amendment to provide a 3,600 sq. ft. expansion of the BMW dealership and service center which will extend over the property line. A consolidation of these two lots will mean the expansion will be on one lot. At their meeting, the Plan and Zoning Commission members asked why consolidate rather than re-subdivide. Ms. Kane explained that the PUD is a perfect mechanism by which you have two structures on one lot. In the future when Fields finally decides what their plans are for this property once the current office building is vacated, at that time they can make a proposal and the Board can make a final determination about how best to configure that lot. Director Kane stated that it will hopefully result in a more rectangular lot instead of the awkward triangular lots remnants from the Forest Preserve.

Trustee Gottlieb, in keeping with full disclosure requirements, reported that he fully intends to vote on this issue and that he has a relative working as a temporary employee at Fields BMW.

Upon the following roll call vote, the motion was approved.

AYES:	Greene	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Chapin			
	Gottlieb			
	Charhut			

Frazier
Teichert

CONSIDERATION TO APPROVE AN ORDINANCE AMENDING THE VILLAGE CODE, CHAPTER 12, SIGN REGULATIONS, SECS. 12-4 AND 12-5, TO ESTABLISH PROVISIONS TO PERMIT THE CHAMBER OF COMMERCE TO ESTABLISH AND OPERATE A VILLAGE CENTER BANNER PROGRAM

Trustee Frazier made a motion, seconded by Trustee Teichert to approve amending the Village Code, Chapter 12, Sign Regulations, Sections 12-4 and 12-5, to establish provisions to permit the Chamber of Commerce to establish and operate a Village Center Banner program to promote civic and village wide events.

Trustee Charhut noted that there is the problem of who will take the signs/banners down and how long they will be up and that the ordinance does not address these issues.

Director Kane commented that the Chamber of Commerce's proposal to the Architectural Commission included the general time frame for display of the banners with the Farmers Market being the general focus, followed by generic winter and spring season banners. They presented a design plan for the Farmers Market banner but have not designed the spring and/or winter banners as yet. A separate agreement with the Chamber will spell out how long the banners will be displayed for the three times of year and issues dealing with the replacement of torn or missing banners. Once the initial brackets are installed by the Village on the street lights, the Chamber will be responsible for hanging and changing the banners. The Farmers Market banner will be put up with the opening of the market in June and replaced with the winter banner following the last Farmers Market of the season in October. The generic spring banner would go up in March/April and again be replaced by the Farmers Market banner in June.

Trustee Greene reported that as Liaison to the Architectural Commission, the Commission was 100% behind the idea of the banners as requested by the Chamber of Commerce.

Trustee Frazier noted that she liked the idea of using banners for advertising in a tasteful way as other communities do like in Wilmette.

Trustee Greene noted that in Winnetka the program is handled by the Village.

Trustee Charhut asked that if advertising is to be used on the banners, could it become a money making program.

President Birkinbine clarified that such a concept would be a separate issue since the banners being requested are to be done by the Chamber of Commerce which is paying for the banners.

Trustee Charhut noted that as long as there is a separate agreement with the Chamber indicating their responsibility and that the Village retains control via the Architectural Commission and Village Board. He also commented that the Village should not sell its light posts for profit at this time and he is comfortable with the Chamber hanging the banners.

Following discussion and upon the following roll call vote, the amended motion was approved.

AYES: Greene NAYS: 0 ABSTAIN: 0 ABSENT: 0
 Chapin
 Gottlieb
 Charhut
 Frazier
 Teichert

CONSIDERATION TO APPROVE THE SEMI ANNUAL REVIEW AND PLACEMENT OF CLOSED SESSION SUMMARY NOTES INTO THE OPEN SESSION BOOK

Trustee Gottlieb made a motion, seconded by Trustee Teichert to approve the semi-annual review and placement of Closed Session Summary Notes in the Open Session Summary Notes Book.

Attorney Hill noted that the determination of which minutes are moved to the Open Session Book is not subjective. It is based on whether there is litigation and if the time for appeals is exhausted. In cases of threatened litigation, a year must pass without any further threats of litigation. When these criteria have been met, the summary notes are taken out of the Closed Session book and included with the Open Session Summary Notes. On personnel matters, the minutes come out after a year unless there are specific issues still pending and, on the purchase or sale of real estate matters, are kept in closed session until a determination is made to buy or sell. Currently, there are only three closed session summary notes still being held back.

Trustee Chapin asked for the dates of those minutes. Attorney Hill responded that he did not have them but would be sure to include that when this matter is again reviewed in six months.

Upon the following roll call vote, the motion was approved.

AYES: Greene NAYS: 0 ABSTAIN: 0 ABSENT: 0
 Chapin
 Gottlieb
 Charhut
 Frazier
 Teichert

Discussion of Informational Items

President Birkinbine inquired about the status of a new Northfield restaurant, the Noodle Shop and asked whether they have opened for business. Director Anne Kane responded that the restaurant did open just before the 4th of July. The restaurant noted they did well following the holiday and wanted more of a low key opening so they did not do a lot of advertising.

President Birkinbine then acknowledged Erv Hobson in the audience who is a member of the Northfield Caucus. President Birkinbine inquired about the idea he approached the Caucus about regarding the Caucus establishing a task force to look into the subject of Home Rule and whether it was appropriate for Northfield. Mr. Hobson noted that they had established a Home Rule Committee and they were holding meetings.

Willow Road

Village Manager Stacy Sigman noted that the only update on Willow Road regards the Lakota

Task Force which had met once since the last Board meeting. She noted there were four areas they talked about which the Board received a copy of. They discussed a revised project schedule; refining the core values of the group and thought it important that the group have core ideas/principles that all agreed on as they move forward with the project. Some of those core principles include safety and applying Context Sensitive Solutions to the final plan. The group developed a list of stakeholders and the Lakota Group will personally meet with stakeholders such as representatives of schools, park districts, etc. and they reviewed a draft newsletter. The plan is for the newsletter to be mailed at the end of July/early August by both communities (Northfield and Winnetka) to make residents aware of what is going on regarding Willow Road, issuing key meeting dates and resident workshop dates as well as letting residents know that ongoing information is available on their community website. It was also noted that two community workshops are confirmed and will be held at the North Shore Senior Center – one in September and the other in October.

Trustee Charhut asked about other principles such as evaluating long range corridor land use and handling all the traffic coming out of Glenview. He questioned if there any other issues this covers?

Manager Sigman responded that after discussing some of the suggested principles, members of the Committee determined that they wanted a shorter list of principles, the more immediate issues, rather than those outside the focus of the Willow Road plan. The item mentioned by Trustee Charhut was not one of the more immediate areas the group wanted to focus on.

Trustee Charhut also asked about the key idea mentioned by the Lakota Group of evaluating the downtown business needs and redevelopment potential and questioned whether Northfield would be ready or able to define this in time for the Lakota study.

Manager Sigman responded that the Lakota Group noted that this is not part of what they are there to do and so it would not be part of their planning. She noted that it would be important for the Lakota Group to have a copy of the Village's Comprehensive Plan which lays out the intentions of the Village and its residents on planning within the community and would be providing them with this.

Trustee Frazier asked whether the Village has heard from Senator Schoenberg's office about paying for the Lakota study. President Birkinbine noted that we have not heard from him.

Trustee Chapin then commented on the utility boxes on Willow Road between Waukegan Road and Sunset Ridge Road and whether they will be landscaping around the boxes. He commented that the AT&T person said they would be landscaping around their boxes but he noted that one box is a ComEd box and two others are other vendor utility boxes. Director Anne Kane said she would look into whether Northfield has requirements in its agreements with other utility companies about providing for landscaping around boxes.

Manager Sigman also noted that the Board has a letter in its packet from Attorney Hill noting that after the State adopted their agreement on video communications and review of that agreement, he feels it is a better agreement than the one the Village recently signed with AT&T. Therefore, the Village will be going with the State version and notifying AT&T about this change.

President Birkinbine also inquired about the Glencoe Interconnect and whether it is completed. Village Manager Sigman responded that it is mostly done but that there is still one valve the Village is waiting to install. It is on backorder.

Village Center

Community Development Director Anne Kane provided an update on the Village Center noting that the Task Force is trying to get a meeting set before the end of summer. She noted that the Village Center development moratorium is set to expire on Sept. 6 and that the committee would be discussing and determining a recommendation on whether to extend the moratorium or to let it expire. Ms. Kane noted that it looks like they may be meeting on August 6. They are hoping to get a Scope of Services from the consultant.

Ms. Kane also discussed the former BP Gas Station location on Willow Road that is for sale and that there had been an auction, that the sign announcing the auction has come down and that there is a buyer of the property but that Village has not been informed who that is.

There were no further updates.

ADJOURN TO CLOSED SESSION

Trustee Chapin then made a motion, seconded by Trustee Charhut to adjourn the meeting to Closed Session at 8:05 p.m. to discuss pending litigation and personnel issues.

Upon the following roll call vote, the motion was approved.

AYES:	Charhut	NAYS: 0	ABSTAIN: 0	ABSENT: Greene
	Chapin			
	Gottlieb			
	Frazier			
	Teichert			

RETURN TO OPEN SESSION AT 9:05 PM

Trustee Chapin made a motion, seconded by Trustee Charhut to return to open session.

Upon the following roll call vote, the motion was approved.

AYES:	Charhut	NAYS: 0	ABSTAIN: 0	ABSENT: Greene
	Chapin			
	Gottlieb			
	Frazier			
	Teichert			

ADJOURNMENT

There being no further business to come before the Board, Trustee Chapin made a motion, seconded by Trustee Gottlieb to adjourn the meeting at 9:05 p.m.

Upon the following roll call vote, the motion was approved.

AYES:	Chapin	NAYS: 0	ABSTAIN: 0	ABSENT: Greene
	Gottlieb			
	Charhut			

Frazier
Teichert