



# Board of Trustees

## Joint Board of Trustees & Plan Commission Meeting

1225 Cedar Lane  
Northbrook, IL 60062  
[www.northbrook.il.us](http://www.northbrook.il.us)

~ Minutes ~

Debbie Ford  
(847) 664-4013

Tuesday, July 14, 2020

6:00 PM

Board Room

### IMPORTANT NOTICE: VILLAGE BOARD MEETING - VIA WEBEX VIDEO CONFERENCE CALL

#### 1. ROLL CALL

Attendee Name Board of Trustees	Title	Status	Arrived
Sandra Frum	Village President	Present	
Kathryn Ciesla	Trustee	Present	
Bob Israel	Trustee	Present	
Muriel Collison	Trustee	Present	
Heather Ross	Trustee	Present	
Johannah Hebl	Trustee	Present	
Dan Pepoon	Trustee	Present	
Attendee Name Plan Commission	Title	Status	Arrived
Steven Elisco	Commissioner	Present	
Jeff Sandler	Commissioner	Absent	
Jeremy Melnick	Commissioner	Absent	
Mark DeBartolo	Commissioner	Present	6:10pm
Ihab Riad	Commissioner	Present	
Allen Morgen	Commissioner	Present	
Amy Torf	Commissioner	Present	
Marcia Franklin	Chairman	Present	
Laura Collins	Commissioner	Present	6:10pm

#### 2. MINUTES APPROVAL

- A. Board of Trustees - Committee of the Whole - Jun 23, 2020 6:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Muriel Collison, Trustee
<b>SECONDER:</b>	Bob Israel, Trustee
<b>AYES:</b>	Frum, Ciesla, Israel, Collison, Ross, Hebl, Pepoon

#### 3. PUBLIC COMMENT TIME

President Frum noted the public can make comments by emailing

publiccomments@northbrook.il.us and email responses must be under 200 words. The Board received the following emails from the public.

- Andre, age 12 - Northbrook would be more diverse if we had more affordable housing. More businesses are needed for a diverse economy.
- Mary Hanson - Supports Village's efforts to make Northbrook more accessible to people of all financial abilities. More multi lingual workers and staffers are needed for retail stores.
- Judy and Mike Hughes - Supports a fair housing ordinance that should be passed without further delay.
- Catherine Caporuso -Opposes giving developers the opportunity to make payment in lieu especially for apartment buildings and believes that for buildings with 20 units or more, should be 20%.
- Alice Lonoff - Supports an affordable housing plan based on the Highland Park model. Supports expanding the definition of family.
- Daniel Schack/ Maria Silver Schack - In favor of affordable housing that is long overdue. Would love that the essential workers could afford to live in Northbrook.
- Lauren Bondy - Hope that Northbrook moves forward with a plan that makes affordable housing a reality.
- Jose Gonzalez -Hopes to see more diversity within the Village.
- Debbie De Palma - I support affordable housing. Northbrook's housing stock is not available for all, especially elderly on fixed income, those with disabilities, and those who work in Northbrook, and young working families.
- Tracy Katz Muhl - Happy to hear of updates on the affordable housing plan. Wants to see those individuals that work in Northbrook and essential workers, able to live in Northbrook.
- Ken Walden - Supports Northbrook's efforts for affordable housing. Opposes fee in lieu payments. Affordable units should be baked into new developments. The square footage of the units should remain the same. Modify the definition of "family". Require 20% affordable.
- Oren Jacobsen - Happy to hear updates on affordable housing plan. There are many who risk their lives for us but who cannot afford to live in Northbrook. Find options that are not focused on payment in lieu.
- Patricia Vile- There is an insufficient supply of affordable housing. Please proceed with

affordable housing in Northbrook.

- Herb Brenner - Northbrook needs to go further than Highland Park's ordinance. Payment in lieu should not be an option for developers. Any fraction in the affordable housing units should be rounded up to meet a 10% affordable housing goal.
- Bruce Bondy - Please make a deep effort to welcome people of color to work in Northbrook.
- Nicole Zamir- Take immediate action to increase affordable housing in Northbrook and end segregation.
- Carol Konvolinka - Supports an affordable housing policy that has teeth and will achieve results.
- David Schaen - Supports affordable housing ordinance. The time is now.
- Arash Zare - Wants affordable housing for the employees that serve us.
- Gail Schechter - Supports the inclusionary zoning ordinance that would let low and moderate-income people access new housing. Believes that 20% of units need to be affordable even after density bonus is applied. Does not support fee in lieu. Urges Village to embrace diversity. Include private developers in the density bonus conversation.

Individuals listening remotely asked to make comments. Attorney Elrod stated that it was at the discretion of President Frum and Chairman Franklin whether to allow the public to make comments. President Frum made a decision to allow public comment.

Remote calls from the public:

- Louisa Elder - In support of affordable housing and racial diversity.
- David Brent -Selling to people at 65% - 120% Average Median Income should be examined. Less than 80% is a difficult population to sell homes to and have the homes maintained to the standard of the community. Do things for large-scale developers versus small-scale projects.

President Frum stated that all the messages had been read and all telephone calls had been acknowledged.

## **4. DISCUSSION TOPICS**

### **A. Review of Affordable Housing Regulatory Options and Zoning Code Definition of Family**

President Frum stated after Director of Planning Services, Tom Poupard's presentation, she is looking for the Board to give direction to the Plan Commission. Chairman Franklin is seeking

direction from the Board on the zoning text amendment and information on how the Board plans to move forward in terms of the housing trust fund and other related amendments to the Municipal Code.

Tom Poupard, Director of Development and Planning Services, provided background on affordable housing. Affordable housing is a priority of the Board. The Board has had three meetings devoted to the topic, as has the Plan Commission. Director Poupard discussed the affordable housing requirements and the definition of "Family". The Village has been working hard to develop policies for affordable housing in Northbrook as defined by the State. Currently, Northbrook has low-income families that live in the community and the current percentage of available affordable housing is 5.70%, which is below the state standard of 10%. The Village Board directed to staff to use the Highland Park Ordinance as a model to start an "inclusionary zoning standard". In addition, it was suggested that the Village create a Housing Trust Fund and use a demolition fee to provide an alternate funding source. The goal is to increase the supply of affordable housing in Northbrook. Mr. Poupard read several questions.

***Question #1 - Is a minimum 15% affordable housing requirement the correct standard to use in the ordinance?***

Trustee Ciesla commented the goal is to maintain a diverse population and provide affordable housing for all ethnicities. Furthermore, she is in favor of the 15% affordable housing requirement and would like to make affordable housing available to everyone, not just current residents.

President Frum stated she agrees with Trustee Ciesla and affordable housing should not only be available to residents or employees in Northbrook.

Trustee Israel discussed making affordable housing available to the younger generation and he is in favor of the 15% affordable housing requirement.

Trustee Collison stated she agrees with Trustee Ciesla. Furthermore, her goal is to make affordable housing available to a more diverse population and people with neuro-disabilities, which is missing from the ordinance.

Trustee Ross stated she is opposed to community-based preferences and expressed concern for potential lawsuits. She discussed how a community preference can be considered a racial

preference and expressed the need for diversity in the community. Furthermore, she is in favor of the 15% affordable housing requirement.

Trustee Hebl stated her goal is to increase the affordable housing stock to 10% and expressed the need for diversity in the community. She is in favor of the 15% affordable housing requirement to reach the affordable housing stock goal of 10%.

Trustee Pepoon stated he is in favor of the 15% affordable housing requirement. He noted increasing affordable housing will help increase diversity in the community and provide housing to the younger generation.

***Question #2 - How should fractional unit computations be dealt with in the ordinance?***

President Frum commented anything over .5 should be rounded up.

Trustee Ciesla recommend employing an independent consultant to help the Board understand the mathematical calculations. She requested the staff provide more data calculations for the Board to review.

Trustee Israel stated he agrees with the mathematical calculations definition and requested the Village staff provide more information regarding the calculations.

Trustee Collison commented the ordinance needs to include more information on the housing trust fund and how it will be managed. Furthermore, if the Village is going to establish fees, they need to define where the money will go.

Trustee Ross stated she agrees with President Frum.

Trustee Hebl noted developers will negotiate the mathematical calculations with the Village and agrees with rounding up at .5.

Trustee Pepoon noted the Village has an existing Fund with Northbrook Court and agrees with rounding up at .5.

***Question #3 - Is the Board in favor of the Income targets in the Ordinance - modeled after the Highland Park ordinance?***

President Frum stated she is in favor of the income targets.

Trustee Ciesla stated she is in favor of the Highland Park income targets. She discussed reviewing the target demographics and increasing racial diversity in Northbrook.

Trustee Israel stated he agrees with establishing income targets and using the 60% income median.

Trustee Collison stated she is in favor of the Highland Park income targets.

Trustee Ross stated she is in favor of the Highland Park income targets.

Trustee Hebl stated she is in favor of the one-third, one-third, one-third income targets as used in Highland Park.

Trustee Pepoon stated he is in favor of the Highland Park income targets.

***Question #4 How Should we Approach Fees in Lieu of Providing On-Site Housing?***

President Frum asked the Trustees if they want to establish a fee.

Trustee Ciesla commented developers will always request exceptions from the Board and moving forward the Board needs to be stricter with the established policies. Better to write the ordinance in a strict fashion.

Trustee Israel stated he agrees with establishing a fee and allowing relief based on the presented qualifications. Furthermore, he agrees with creating a fee in lieu.

Trustee Collison requested the fee in lieu be collected for the Affordable Housing Trust Fund.

Trustee Ross stated she is not in favor of establishing a fee in lieu and requested the Board not allow developers the option to opt out of the affordable housing development.

Trustee Hebl stated she is not in favor of establishing a fee in lieu and expressed concern establishing a fee during the pandemic.

Trustee Pepoon stated he is in favor of establishing a fee in lieu and requested the Board modify the sliding scale for when a fee is allowed

Trustee Israel noted the fee in lieu could only be used when the proposed subdivision is less than 19 units.

Mr. Poupard commented the ordinance was drafted with the fee in lieu being provided for developments of 19 units or less. Developments of 5 units or less would be completely exempt.

President Frum noted any subdivision between 5-6 units or 19 units will have a fee in lieu.

Village Attorney Steve Elrod noted if the ordinance was adopted and fee is contemplated, it should be included in the ordinance, as it will become part of the zoning code. If it is not in the code, the fees cannot be negotiated on a case-by-case basis. To add the fee population in the future will require another amendment to the zoning code.

Trustee Ciesla asked if a developer with a subdivision of 19 units or less could submit an application before the Board for the fee in lieu. Mr. Elrod responded the Board could create a process for fee in lieu requests.

President Frum commented the Board needs to further discuss the fee in lieu amount and establish where the money will be funded. Due to the limited meeting time, she requested Mr. Poupard email the Board the remainder of the questions and collect the Board responses for the Plan Commission.

Chairman Franklin commented the responses to the questions from the Board will be very helpful to the Plan Commission and they will use that information to create a successful ordinance.

Trustee Collison requested the Board receive feedback from a consultant or nonprofit, to insure they are creating a beneficial ordinance for the community.

President Frum commented the Board would work with the Village staff to schedule a meeting to further discuss the Affordable Housing Ordinance. She expressed concern with extending the ordinance discussion another five months. She asked if the Board could require affordable housing in new developments at this time. Mr. Elrod responded he would work with the Village staff and follow-up with the Board.

Village Manager Rich Nahrstadt asked if affordable housing can be made a requirement if a developer is requesting a change in zoning or other relief. Mr. Elrod responded that if a developer is requesting discretionary relief the Village can develop a nexus with affordable housing

requirements.

Trustee Hebl commented the Affordable Housing Ordinance is a great opportunity for Northbrook and she requested the Board consider moving the ordinance forward.

President Frum stated she agrees with Trustee Hebl and would like to establish the ordinance as soon as possible. She will work with the Village staff on creating a survey of questions for the Board and will schedule a meeting in August to further discuss this matter.

Trustee Ciesla requested the Board discuss the questions together, instead of emailing their responses to the survey. President Frum responded she will let the Board decide on how they would like to proceed.

Mr. Elrod recommended for future workshops the Board should discuss the debate first and public comment last. He noted the public does not have a right to participate in scheduled workshops.

Chairman Franklin commented she agrees with Mr. Elrod.

President Frum stated she will work with the Village staff to determine how they will proceed to further discuss the affordable housing.

Chairman Franklin stated their goal is to establish the Affordable Housing Ordinance as soon as possible for the Village of Northbrook

## **5. REMARKS FOR THE GOOD OF THE ORDER**

## **6. CLOSED SESSION**

## **7. ADJOURN**

Commissioner Riad moved, second by Commissioner Morgen to adjourn the meeting at 7:36 p.m. On voice vote, all were in favor.

Trustee Pepoon moved, second by Trustee Israel to adjourn the meeting at 7:37 p.m. On voice vote, all were in favor.