

PUBLIC NOTICE

In accordance with the Statutes of the State of Illinois and the Ordinances of the City of Highland Park, the next meeting of the Natural Resources Commission of the City of Highland Park is scheduled to be held at the hour of 6:30 p.m. on Wednesday, July 13, 2016 at the City of Highland Park City Hall, 1707 St. Johns Avenue, Highland Park, Illinois, during which it is anticipated there will be a discussion of the following:

City of Highland Park NATURAL RESOURCES COMMISSION

Wednesday, July 13, 2016
Highland Park City Hall
1707 St. Johns Avenue
Highland Park, Illinois
6:30 p.m.

MEETING AGENDA

I. Call to Order

II. Roll Call

III. Approval of Minutes: June 8, 2016

IV. Business from the Public

V. Old Business

- (a) Staff Update on Recent Steep Slope Variation Requests
- (b) Bird-Friendly Windows – Task Force Update
- (c) Future Great Lakes & St. Lawrence Cities Initiative (GLSCI) membership discussion

VI. New Business

- (a) Commissioner Updates and Discussion for 2016 Work Plan Items
 - i. Education & Outreach for Steep Slope Issues
 - i. Translation for Steep Slope brochures (Q1/Q3)
 - ii. Policy Recommendations to Improve Recycling Output Community-Wide
 - i. Construction & Recycling Debris (Q1/Q2)
 - ii. Shoe Recycling and Off-Season Composting Programs (Q3)
 - iii. Policy Recommendations to Improve Energy Efficiency Community Wide
 - i. Discussion of Community Wide Energy Programs – STAR, SolSmart, etc.
 - ii. Discussion of Community “Award Programs” (as presented by Quercus – June 2016)
 - iv. Improving Storm Water Management and Addressing Water Pollution
 - i. Recommendation for Coal Tar Sealant Ban (Q1)
 - v. Policy Recommendations for Improving Air Quality Community-Wide
 - i. Recommendation on City Anti-Idling Policy (Q3/Q4)
 - vi. Update on Community Garden Efforts (Q1)
 - vii. Lighting Code Amendments
 - i. Update on Dark Sky Code Amendments (Committee of the Whole – July 11, 2016)

VII. Other Business

- (a) Commissioner Comments
- (b) Administrative Items

VIII. Adjournment

Posted in City Hall on July 8, 2016

PLEASE RECYCLE

**MINUTES OF A REGULAR MEETING OF
THE NATURAL RESOURCES COMMISSION OF THE CITY OF HIGHLAND PARK,
ILLINOIS**

MEETING DATE: June 8, 2016

MEETING LOCATION: Pre-Session Conference Room – Highland Park City Hall
1707 St. Johns Avenue, Highland Park, Illinois

CALL TO ORDER

At 6:32 p.m., Vice Chairman Wagenius called the meeting to order and Eric Olson called the roll.

ROLL CALL

Members Present: Yates, Pagoria, LaCosse, Coyle, Wagenius (VC)

Members Absent: Nichols, Ross (C)

Vice Chairman Wagenius declared that there was a quorum of the Commission present.

Staff Present: Eric Olson, Planner

Also Present: Amalia Schwartz, Park District of Highland Park
Kim Stone, City Council Liaison

MINUTES

Commissioner Pagoria moved to approve the minutes for the May 11, 2016 meeting of the Natural Resources Commission. Commissioner Yates seconded the motion. On a voice vote, the minutes were approved.

BUSINESS FROM THE PUBLIC

There was no business from the public.

OLD BUSINESS

Vice Chair Wagenius stated that some agenda items would be considered out of order during the meeting, specifically, that the Steep Slope variation requests on the agenda would be heard first.

A. Steep Slope Variation Review – 116 Deere Park Court

Planner Olson provided a detailed presentation on a variation request to construct rebuild and expand a deck within the Steep Slope Zone at the property located at 116 Deere Park Court and a summary of the plan revisions submitted since the May 2016 NRC meeting. He also stated that the public hearing for this case is scheduled for the June 16, 2016 Zoning Board of Appeals meeting. Ms. Doreen Tho, resident of the subject property was also present.

Commissioner Pagoria stated that many of the required Basic Technical Standards were evaluated during last month's meeting. Planner Olson stated that through the standards were discussed during the previous meeting, the Commission still needs to vote to recommend or not recommend before the item will go to the Zoning Board of Appeals.

Vice Chair Wagenius then entertained motions finding that the variation request meets the standards required by Code. Commission Coyle noted that in the past the Commission has voted on individual standards separately and also collectively. Vice Chair Wagenius then stated that the NRC would then discuss the standards as needed then vote afterward.

Commission Pagoria stated that the plan revisions directly address many of the comments made by the Natural Resources Commission during its previous meeting.

Commissioner Coyle then stated that she wanted the Engineering Division to take a stance on the requested Steep Slope variation, particularly with respect to Standard #7, related to the location of structures so that structure weight does not impact slope stability. Commissioner Pagoria agreed.

Vice Chair Wagenius then entertained motion to recommend approval. Commissioner Coyle moved to recommend approval of the requested variation as revised, as it meets all seven required Basic Technical Standards in the Section 150.1903(C) of the Zoning Code. Commissioner LaCosse seconded the motion.

Voting Yea: LaCosse, Pagoria, Yates, Coyle, Wagenius
Voting Nay:

The NRC voted unanimously voted to recommend approval of the variation request, as revised, for 116 Deere Park Court to the Zoning Board of Appeals.

B. Steep Slope Variation Review – 975 Sheridan Road

Commission Coyle that based on the earlier site visit, stated that the Commissions have several questions for the architect and that they may not be able to vote this evening.

Planner Olson then provided a detailed presentation on a variation request to construct a new single-family residence and pool the property located at 975 Sheridan Road, noting that the pool as proposed would encroach five feet into a special 10 foot pool setback from the 40 foot bluff Steep Slope Zone setback. He noted that the applicant's engineer stated that the proposal will have no negative impact on the bluff and that the City's Engineering Division issued a memo stating that the location of the Steep Slope Zone and the associated setbacks cannot be verified since the applicant did not submit a topographic survey of the property.

Vice Chair Wagenius then reiterated that based on the site visit and the lack of specific information, the NRC would not vote on the item during the meeting, but would instead provide feedback to the applicant that would help in the development of a more complete application for future consideration.

John Leonard and Monica Musialowski, of Morgante Wilson Architects, the architect of record for the property owner, explained the request to the Commission, stating that the overall variation request includes front setback relief as well as the pool encroachment. Mr. Leonard stated that the proposal reduced the amount of impervious surface on the property, and that they will bring a civil engineer and soils engineer into the project team to help them refine the plans.

Councilwoman Stone asked whether the property owner was in attendance during the meeting, but the architects stated that he was not.

Commissioner Coyle stated that a topographic survey and drainage and grading plan will be essential for appropriate review of the proposal. Commissioner LaCosse added that much of the slope in the area has been modified over the years and expressed uncertainty regarding the accuracy of the ravine delineation shown on the applicant's plans and that an updated topographic survey will be necessary.

Ms. Musialowski asked whether the Engineering Division determines the location of the Steep Slope Zone. Planner Olson then explained that applicants typically propose the location of the Steep Slope Zone based on supporting information including a topographic survey and then the Engineering Division will either concur upon review or require revisions.

Commissioner Pagoria stated that the structural engineer may be deficient in their analysis based on the claim regarding the weight of the pool water on the slope, since they appear to have disregarded the presence of the pool foundation. More information regarding the total soil load will be required. Commissioner LaCosse asked whether this analysis was already completed, but Ms. Musialowski was uncertain as to the specifics of the engineering calculations.

Ms. Musialowski asked about the deadlines for revised materials, and Planner Olson advised them to provide them as soon as possible to allow for the Engineering Division to review.

Ms. Musialowski then asked how a continuation at the NRC will impact their scheduled meeting for the Zoning Board. Planner Olson stated that if the plans are not changed, then the public hearing for the variation request will be opened and immediately continued to a future meeting of the Zoning Board.

Commissioner Pagoria then reiterated the importance of providing information on drainage and grading during plan revisions.

Commissioner Coyle then stated that if this item does not obtain a vote from an NRC during the July meeting, the applicants run the risk of having to wait until September, as the August meeting has been canceled in previous years.

Vice Chairman Wagenius then continued the meeting to the July 13, 2016 meeting.

C. Commissioner Updates on Q1 Work Plan Items

Policy Recommendations to Improve Energy Efficiency Community Wide

Councilwoman Stone stated that she discussed the NRC's community energy program ideas with Grace Rink of Quercus, the City's sustainability consultant. Ms. Rink then provided a presentation on community programs and award/competition program concepts intended to raise awareness among residents of the City's sustainability objectives and engage them as participants. Concepts included competition programs related to sustainable buildings, sustainable business practices and products, sustainable landscapes, and sustainable leadership.

Commissioner LaCosse stated that these competitive programs were an excellent way to draw residents into a more sustainable lifestyle.

Commissioner Coyle stated that she likes the idea but foresees issues during implementation. She stated that Highland Park has a high number of awards programs and that some programs have trouble getting applicants, and that a large number of new awards might be too much. She also noted that too many award programs dilutes the significance of the awards, so the scope might be better off limited. Each award or program would also need to be sufficiently unique to main relevance over time. Ms. Rink then provided some ideas as to how some of the award programs might be administered in a manner that addresses those concerns.

Councilwoman Stone stated that in her meetings with the Green Alliance, it was discussed that some of these programs and other City programming might adhere to a single theme, which would change each year. Ms. Rink stated that the City of Cleveland used that approach and that it was helpful in developing a sustainability plan over several years.

Vice Chair Wagenius then discussed the value of objective goals and data and then questioned how some of these competition and award programs will help the community meet those goals. Ms. Rink stated that she would look further into how these programs will provide useful data.

Commissioner Coyle discussed the value of metrics in competition with respect to energy use, recycling, waste management, and other areas of sustainability as well as how those might be used in messaging. Ms. Rink then discussed the data gathering efforts that have occurred to date regarding those efforts.

Commissioner Pagoria asked about the potential for incentives, rather than awards. Ms. Rink stated that it is a

challenging issue akin to a “chicken or egg” scenario, with respect to funding and organization. One would likely need to choose to form an organization and then pursuing funds, or have the City budget funds to use for organizational and programming purposes. Ms. Rink also discussed the potential for sponsorships from local businesses.

Update on Further Coal Tar Ban Research and Recommendation

Commissioner Coyle stated that she has not yet been able to finish her review of the draft recommendation materials, but will try to have it ready for July. Councilwoman Stone stated that she identified a pavement sealing contractor that advertises “no coal tar sealant” services. She added that she called them for more information, but they did not answer the phone. Vice Chair Wagenius then stated the item would be held off until next month’s meeting.

NRC Article on Microbeads in Highlander

Vice Chair Wagenius stated that an educational microbead article written by Commissioner Pagoria will be published in the next edition of the *Highlander* community newsletter. Planner Olson stated that he has not heard from the City Manager’s Office that any additional information would be needed and would

Bird-Friendly Windows – Task Force Update

Vice Chair Wagenius provided information on the upcoming Task Force meeting and stated he would not be able to attend. The NRC then stated that Chairman Ross might be able to attend and that members would e-mail him to see if he could participate.

Great Lakes & St. Lawrence Cities Initiative (GLSCI) – Potential City Membership and Participation

Commissioner LaCrosse provided a summary of the GLSCI activities and Councilwoman Stone provided information on past membership. Vice Chair Wagenius stated that it would be very helpful to assess potential membership from a cost/benefit analysis, as funds could also be used for a number of other programs more specifically aligned with established goals. Commissioner Coyle stated that membership should be based on strong municipal support rather than the interest of a small number of interested citizens. Councilwoman Stone stated that the organization does good work but is uncertain that membership would be of great value to the community. Commissioner Coyle suggested that the City discuss this issue with the Park District next year since they own and control most of the public shoreline real estate in the community.

The Vice Chair then entertained a motion to recommend not joining/renewing GLSCI membership at this time. Commissioner LaCrosse made the motion as entertained. Commissioner Pagoria seconded the motion. On a voice vote, the Vice Chair declared that the motion passed.

NEW BUSINESS

A. Recognition of Outgoing Student Commissioners

Vice Chair Wagenius noted that the outgoing student commissioners have already received formal recognition by the City.

B. Discussion of Recent Environment-Related Events

2016 Bike Fair & Film Screening

Councilwoman Stone discussed the bike fair and film screening event held on May 15, 2016. She noted that the Library was a good location and that it reached many people in the area as well as library patrons. She added that film viewership was low though that could possibly be attributed to a lack of information and excellent weather. She added that the Library would like to plan films with approximately a year notice to help with planning purposes. She then stated that it might be a good idea to align the films to an environmental theme. Vice Chair Wagenius then stated that the group could discuss potential themes at the next meeting.

Planner Olson stated that the used bike drive was very successful, and that after repairs, the bikes will be donated to those in need in Chicago and in Malawi.

Vice Chair Wagenius then stated that the group could discuss potential environmental themes at the next meeting, which could be used in the development of next year's film series.

Lake Michigan Beaches & Public Access Rights – Speaker Series

Commissioner LaCosse provided a summary of a speaker series event sponsored by Go Green Glencoe related to public access rights to beaches along the Lake Michigan shoreline. The speaker is a lawyer involved with the issue who stated that the high water mark is the approximate delineation between public and private property. He added that it is not always clear to property owners and the general public where that delineation is located.

Commissioner LaCosse then stated that he asked the Highland Park Police Department about the topic, and he stated that he received the response the Park District makes the policy and that the Police Department enforces it. Commissioner Coyle then stated that the Police Department was incorrect, as state, local, and Federal laws govern access to the shoreline.

Revitalizing Our Ravines: Community Workshop 2016

Commissioner LaCosse provided a summary of the ravine workshop event held at the Chicago Botanic Garden on June 1, 2016. He stated that it was an interesting event and that there were many knowledgeable speakers and businesses involved. Commissioner Pagoria asked whether there was a great deal of information sharing occurring at the event. Commissioner LaCosse said that there were many organizations there, though to some extent it appeared to serve as business development and marketing.

C. Commissioner Updates on Q1/Q2 Work Plan Items

Education & Outreach for Steep Slope Issues

Planner Olson stated that Chairman Ross and Commissioner Nichols were working to translate the ravine brochure into Spanish, and that they may be able to provide an update at next month's meeting.

Expansion of Construction & Demolition Debris Recycling

No updates available. Councilwoman Stone then stated that Lakeshore Recycling has recently purchased a construction debris recycling company, so that may be a resource in the future.

Policy Recommendations for Improving Air Quality Community-Wide

No updates available.

Community Garden Efforts

Commissioner Yates stated that the community gardens on the Park District properties are going very well, though they are small plots. The raised-bed plots are located at West Ridge Center. Survey efforts to gauge community interest in expansion have not yet materialized. Park District representative Schwartz stated that the Park District isn't interested in being the primary provider of community gardening at this time. Councilwoman Stone stated that the City may not have the land to have them and that most are located on Park District property. Vice Chairman Wagenius then added that the Glencoe community gardens are very impressive. The group then discussed whether the NRC might solicit community garden interest through a newsletter or whether it would be better done as a survey. Commissioners Yates and LaCosse then said they'd report back next month.

D. General Discussion of Upcoming Q3 Work

The group briefly reviewed third quarter work plan items and the assigned Commission members. Councilwoman Stone provided additional information on the Lighting Amendments issue, stating that the City Council will be considering dark sky lighting amendments on July 11, 2016.

OTHER BUSINESS

A. Commissioner Comments

- Commissioner Yates – Wanted to know who the best contact point would be for e-mails regarding community gardens.
 - Planner Olson stated that the City has communications staff that might be the ideal point of contact and that he can forward materials to the City Manager’s Office.
- Commissioner Pagoria – Stated that he received input from a resident regarding noise associated with landscaping equipment and wanted to know what regulations are in place. Councilwoman Stone stated that she was unsure and Vice Chair Wagenius added that unmuffled equipment is likely emitting above standards.
 - Commissioner Pagoria then added that he may miss next month’s meeting
 - Vice Chair Wagenius will also be away in July and August, but may be able to phone in if possible.
- Commissioner LaCosse stated that he had a wonderful time at the recent environmental events and agreed that landscaping noise is a nuisance.
- Councilwoman Stone discussed the presence of invasive species planted as a part of new development. She contacted the City Forester, who stated that there is no ordinance preventing it. She then suggested that NRC may wish to explore this issue next year.
 - Planner Olson stated that landscaping discusses invasive species during design review.
 - Vice Chair Wagenius stated that Illinois has an anti-noxious plant species law.

B. Administrative Items – *None*

ADJOURNMENT

Commissioner LaCosse motioned to adjourn the meeting. Commissioner Coyle seconded the motion. Vice Chairman Wagenius adjourned the meeting at 8:30 p.m.

Respectfully Submitted,

Eric Olson, Planner

MINUTES APPROVED BY THE NATURAL RESOURCES COMMISSION ON _____

- WITH NO CORRECTIONS ____
- WITH CORRECTIONS _____
(SEE MINUTES OF [_____] MEETING FOR CORRECTIONS)

NATURAL RESOURCES COMMISSION ACTION PLAN 2016 - UPDATED JULY 2016

Action #	ACTION ITEM	TASK	RESPONSIBLE PARTY	First Quarter 2016	Second Quarter 2016	Third Quarter 2016	Fourth Quarter 2016
2016 WORK PLAN PROPOSED FOR CITY COUNCIL CONSIDERATION							
1	Education & Outreach regarding 2014 Steep Slope Landscape Best Practices Brochure	Provide Public Outreach on Steep Slope BMP	Ross, Park District & City Staff	√		√	
2	Make Policy Recommendations to Improve Recycling Output Community-Wide	Monitor & Review Recycling & Composting Services as part of the City's Waste Hauling Agreement	Coyle, Yates & Staff				√
		Expand Construction and Demolition Debris Recycling by Updating City's Current Mandate	Coyle, Yates & Staff	√	√		
		Evaluate the Feasibility of Initiating a Shoe Recycling Program and Off-Season Compost Site in Partnership with SWALCO	Coyle, Yates & Staff			√	
3	Make Policy Recommendations to Improve Energy Efficiency Community - Wide	Evaluate & Make Recommendations to Remove Obstacles to Renewable Energy in the City's Building & Zoning Codes	Wagenius, Kalter & Staff	√	√		
4	Improving Stormwater Management and Address Water Pollution	Provide Recommendations on Stormwater Best Management Practices, Rain Garden Incentives, Downspout Disconnection and Permeable Paving	Wagenius, Pagoria, and Staff	√	√		
		Evaluate the Feasibility of a Coal Tar & Other Pollutants Ban Community-Wide	Wagenius, Pagoria, and Staff	√			
5	Make Policy Recommendations to Improve the Air Quality Community-Wide	Provide a Recommendation on a City Anti-Idling Policy	Ross & Nichols			√	√
		Evaluate and Provide a Recommendation on Licensing/Registering of Private Mosquito and Insect Spraying Companies	Ross & Nichols		√	√	
6	Develop and Maintain Community Garden	Work with Community Partners and Leaders to Reinvigorate a Community Garden	Ross, Yates, LaCosse, Dotson and Stone	√	√		
7	Follow-up on Lighting Code Amendments for All Zoning Districts	Continue discussions with ComEd and downtown lighting district, Provide Public Outreach As Necessary	Ross	√	√	√	√
8	Grant Award for Meritorious Service to the Highland Park Environment	Accept & Consider Nominations and Grant Award	Entire Commission & Staff			√	√
9	Organize & Host Environmental Movie Series	Contact Library & Park District to Establish Event Dates	Staff	ONGOING BASIS			
		Acquire License to Screen Film	Staff	ONGOING BASIS			
		Promote Film Screenings	Staff	ONGOING BASIS			
10	Assist in the Accomplishment of Sustainability Plan Initiatives	Establish Implementation Plan	Entire Commission & Staff	ONGOING BASIS			
11	Review & Recommend on Variations and Beach Structure Permit Applications	Forward Findings of Fact to ZBA & City Council	Entire Commission & Staff	ONGOING BASIS			
		Conduct Refresher on Steep Slope & Beach Permits	Entire Commission & Staff	√			
		Conduct Educational Workshop on Coastal Management As Needed	Entire Commission & Staff	AS NEEDED			

Pink Highlighted Cell = Task Accomplished

FOR 2017:

- Consider Business Recycling Program
- Invasive Plant Species Restrictions/Ban
- Community Energy Programs
- Awards/Competitions
- Annual Environmental Theme for Policy & Programming