



## Village of Lincolnwood Economic Development Commission

*Meeting*  
**Wednesday, April 25, 2018**  
**8:00 A.M.**

**Council Chambers  
Lincolnwood Village Hall  
6900 North Lincoln Avenue**

*Note: All Village Board Members are invited to attend this meeting*

### **Meeting Agenda**

- 1. Call to Order/Quorum Declaration**
- 2. Minutes Approval**  
- February 28, 2018 Meeting\*
- 3. Update on Status of Lincoln-Touhy Triangle Property**
- 4. Continued Workshop on Targeted Business Development Areas – Strengths/Weaknesses\***
- 5. Reports**
  - a. New Business Licenses\*
  - b. Development Updates\*
- 6. Other Business**
- 7. Public Forum**
- 8. Prospective Businesses Forum**
- 9. Adjournment**

*\*Commissioner Enclosures*

*The next scheduled meeting of the Economic Development Commission is May 23, 2018*

**Posted Date: April 20, 2018**



## Economic Development Commission

**DRAFT**

**Wednesday, February 28, 2018  
Council Chambers Room**

### **Commissioners Present**

James Kucienski, Chairman  
Patrick McCoy, Vice Chair (left at 9:00)  
Rivak Albazi  
James Berger  
Peter Dyer  
Maureen Ehrenberg  
Genelle Iocca (arrived at 8:03)

### **Commissioners Absent**

Myles Berman  
Joe Spagnoli

### **Staff Present**

Timothy Wiberg, Village Manager  
Steve McNellis, Community Development Director  
Robert Merkel, Finance Director  
Charles Meyer, Asst. to the Village Manager

### **Others Present**

Barry Bass, Village President  
Georjean Nickell, Village Trustee

#### **1. Call to Order/ Quorum Declaration**

Noting that a quorum of six members were present, the meeting was called to order by Chairman Kucienski at 8:00 AM.

#### **2. Minutes Approval**

Chairman Kucienski asked the Commission if any edits were to be made to the January 24, 2018 meeting minutes.

Hearing no corrections, Chairman Kucienski called for a motion to approve.

Commissioner Berger Moved and Commissioner Ehrenberg seconded the motion. There was a consensus to approve the minutes.

### 3. Presentation on Results of Citizen Survey

Chairman Kucienski noted that he was one of the residents randomly selected to complete the survey, which he did complete and appreciated now seeing the results.

Chairman Kucienski introduced Assistant to the Village Manager (ATVM), Charles Meyer, who presented an overview of the survey results (presentation attached to the end of the Meeting Minutes). He noted that the survey was conducted September – November of 2017, with surveys randomly sent to 1,500 households. A total of 451 surveys were completed and returned, which is a 30% response rate, and leads to a 95% confidence level. ATVM Meyer stated that a full presentation of all results was made to the Village Board, in a Committee of the Whole meeting on February 6<sup>th</sup>. The presentation to the EDC this morning is pulled from that presentation and focuses on economic development focused questions. The goal is to use this survey to determine improvements that the staff and Village can undertake.

ATVM Meyer made his presentation on the survey results. Specific areas where there was discussion include the following:

Communication – In response to ATVM Meyer noting that none out of ten respondents stated that they view the Village newsletter as a source (whether major or minor) of information about the Village, Village Manager Wiberg noted that staff was surprised at the high rate at which the newsletter is read and information gleaned from it. Chairman Kucienski stated he believes the newsletter is timely and offers important seasonal information. Commissioner Dyer asked staff if there was a thought about asking the community for their e-mail addresses, instead of counting on residents going to the Village website. Village Manager Wiberg answered that the Village does have an e-mail subscription list. ATVM Meyer also noted that the Village has a bi-weekly news e-mail that is sent to approximately 1,000 subscribers. Commissioner Dyer noted that it may be a good idea to get the word out again that there are subscription lists that residents can join, and how to go about doing that.

There was further discussion regarding communication sources. Vice Chairman McCoy inquired as to what exactly Next Door.com is and does. ATVM Meyer noted it is a social media platform that's neighborhood-specific. Director McNellis further stated that this is not a Village-initiated or based platform.

ATVM Meyer went on to summarize responses related to the Quality of Life section of the survey. Commissioner Ehrenberg asked if Safety or Quality of Life (in the survey) relates to residents feeling safe or secure in their neighborhood, to which ATVM Meyer answered that that type of question is related more to Safety, which had an overall rating

in the 70-90% range, which would put Lincolnwood at a similar response as comparable communities. Commissioner Ehrenberg noted that based on recent experiences, she did not necessarily feel safe, and recounted a recent experience that illustrated this concern.

ATVM Meyer discussed a metric related to how people feel in terms of the services/amenities in the community and how that reflects how they perceive how good it is to live in Lincolnwood. He noted this metric was also in line with comparable communities. Overall, the sense of community was slightly below comparables, partially related to the perceived lack of opportunities to volunteer.

Overall Quality of Village Services, at just under 80%, ranked high and is in line with comparable communities. However, the Overall Built Environment is behind in the area of new development, which lagged behind comparable communities. Staff believes this is at least partially due to the redevelopment issues on the Purple Hotel site.

Commissioner Ehrenberg noted that some of the Village's housing stock is very old, with some of the homes for sale currently having not been renovated since the 1960's or 1970's, so they require an investment when they are purchased. She noted she sees two trends: 1) new buyers renovating homes and bringing them up to date, and 2) buying homes as is, with no renovations planned. She noted her concern about homes that may be driven into extreme obsolescence, which impacts community characteristics, and wondered how the Village could track that. Chairman Kucienski noted that the Village is getting a lot of revenue from Building Permits, so he wondered about the prevalence of the lack of investment in homes.

Commissioner Dyer wondered if this should lead to an Ordinance that requires notification to an owner when their home needs painted or maintained. Commissioner Ehrenberg noted the importance of such standards. Village Manager Wiberg noted the Village does have property maintenance standards and requirements and that there has been a lot of discussion with the Village Board about this over the past couple of years. Providing an ability to residents to notify the Village of property maintenance issues is part of the reason behind the roll-out a few years ago of the Public Stuff app.

Manager Wiberg further stated there is a balance between strongly enforcing codes and allowing residents to do what they want on their property. It was noted that increasing the Code Enforcement position from part-time to full-time was recently discussed with the Village Board in the budgeting process and that there appears to be support to approve such a position. He noted that ultimately a full-time Code Enforcement Officer will allow us to go from reactive to proactive in Code Enforcement. Chairman Kucienski stated he did not see this as an extreme issue, unlike the situation post-2008 recession.

Commissioner Ehrenberg disagreed and noted she would provide the EDC pictures showing the concerns she has seen.

ATVM Meyer noted the success of the Public Stuff app, and that there were over 500 complaints issued through it last year, which was the highest number of complaints in the past five years. Director McNellis noted that the complaints likely rose due to the ease with which a complaint can now be submitted, with the app. He further noted that approximately ¼ of all complaints last year were related to tall grass and weeds, and that most of that occurred in the Spring, when landscapers are not yet out or homeowners are not yet in the routine of regularly mowing.

ATVM Meyer noted that as far as shopping in the Village, low marks were received for a “Vibrant Downtown”, partially due to the fact that Lincolnwood does not have a traditional Downtown. Staff also believes this relates partially to the lack of development on the Purple Hotel site. Concerns were also raised in the survey related to land use, code enforcement and economic development, all areas where the Village was lower than comparable communities.

ATVM Meyer then moved into the priorities section, noting that the survey asked residents to pick the Village’s single greatest priority, to which the answer was “Safety”. Community development was the second highest priority, followed by; Affordability, Cost of Living, Mass Transit opportunities, Code Enforcement, and Government Services. As far as infrastructure improvements, stormwater management was the top priority, followed by; residential street lighting, traffic mitigation, and roadway improvements.

The conclusions that were drawn from the survey, from an economic development standpoint, include: 1) The Village should continue to focus on improvements in economic development, and 2) Residents value safety in their community. ATVM Meyer, then opened the discussion up for questions.

The first question related to a lack of street lighting, and came from Chairman Kucienski. He noted that when he first moved into the Village it was a concern, but now he is used to it. He also noted that a lot of residents undertake supplemental lighting projects on their property. Commissioner Dyer noted that with the way the world has changed, safety is now a higher priority. Chairman Kucienski wondered if Skokie has lights only at intersections, to which Manager Wiberg responded that he believes Skokie is one of the few suburbs that actually has streetlights throughout their community, whereas Lincolnwood only has them at intersections in residential areas. He further noted that staff has discussed this with the Village Board. Some residents inevitably would like it

and some wouldn't like the change because it may be perceived to lessen the "small town" atmosphere. Commissioner Dyer suggested that the Village could look at crime statistics to see if there were problem areas that could warrant additional lighting. Village Manager Wiberg stated that the Village's close proximity to Chicago causes issues other suburbs may not have. He stated he would be interested if there is any research out there that notes a distinct correlation between better lit streets and reduced crime levels. He further noted that the Village had one estimate to install residential street lights throughout the Village of about \$10 Million, a few years back. The largest part of that estimate is the wiring, not the poles or bases. Chairman Kucienski related a story of a recent crime in front of his home, in broad daylight, where street lighting would not have made a difference.

ATVM Meyer noted several possible action steps for the EDC to consider:

- 1) Business Centric Communication – which is already underway by way of the Business newsletter. Director McNellis discussed the recent implementation of the Business newsletter, and again asked that if the EDC has any comments when the next issue comes out, they should feel free to provide feedback, as the EDC is most-appropriately the "feedback group" for the newsletter.
- 2) Branding Materials – These would be materials that can be used for the entire organization. There is an overall branding initiative that is currently being worked on.
- 3) Permitting & Licensing- This relates to ensuring that building permits, contractor licenses and business licenses are maintaining best practices and standards. Director McNellis explained the status of Accela and online permitting, which is gearing up for public roll-out this Summer. ATVM Meyer also noted that Business License renewals will begin online on March 5<sup>th</sup>.
- 4) Marketing Vacant Properties – This is a targeted approach to show these properties. Commissioner Ehrenberg inquired as to whether or not the Village had a Co-Star subscription, to which Director McNellis noted that we did not, but he would look into its usefulness, by contacting the local Co-Star rep.
- 5) Promotion of the Village through Business Development Conferences – ICSC is the main promotional venue for the Village currently. There are three major ICSC events each year, including the Spring event coming up in the next month.
- 6) Mass Transit – The Village has been working for a number of years with Pace, CTA and to a lesser degree, RTA on transit options. The Village has an ad hoc committee that actively seeks to promote connectivity, especially to Metra stops.

Commissioner Ehrenberg noted that since the Village has issues with a reliable electric supply, we should look at Elon Musk's roofing company, which has a commercial product that, depending on your building's exposure to the sun, could end up with you

being able to have your roof replaced for free. She requested that staff look at the incentive packages the Village offers to businesses and work with this company to see how this could be incorporated. She further noted that the Village could get a solar grid together and make a deal that allows those in the Village with this rooftop system to tap into the energy when an outage occurs. Commissioner Ehrenberg also suggested looking at Berkshire Hathaway's involvement in this. Commissioner Dyer noted that he believes the industrial sector in the Village would be very supportive, given there are a lot of outages in the Summer. Commissioner Albazi suggested that perhaps we could look at starting with Village buildings.

At 9:00, Commissioner McCoy noted he had another commitment and had to leave. At this time there was a consensus that the discussion on the results of the Citizen Survey was complete.

#### **4. Workshop on Targeted Business Development Areas – Strengths/Weaknesses**

Commissioner Kucienski noted that the Subcommittee that met earlier this month determined it would be a good idea to hold a workshop to discuss “hot” and “cold” development zones in the Village. Director McNellis noted that this is a workshop and an informal discussion, so the EDC should jump in and mark-up the overlays on the table or ask questions at any time. The EDC moved to a workshop table within the Council Chambers to view different overlays to the Village map.

Director McNellis provided a summary of each overlay, beginning with Traffic Counts on Village streets. He noted that the most up to date information is from IDOT. The next overlay dealt with mass transit. Commissioner Iocca stated that there are 250 buses per day at the Town Center Mall. ATVM Meyer weighed-in on mass transit statistics related to bus service, as well as the status of current bus routes and potential route changes, including a re-route of the Lincoln bus away from Lincoln Avenue. Commissioner Dyer stated he felt there should be better bus options adjacent to the Purple Hotel site, so that when it's developed the people who work there can utilize that form of transportation. The proposed re-route of the Lincoln bus would unfortunately reduce options.

Commissioner Ehrenberg stated that we should also look at community health/wellness, as it relates to providing opportunities to ride a bike and the ease of use in getting around the Village on a bike. She suggested that it be part of a “roadmap” for new development for the Village, which would provide a list of projects and a timeline for completing them. She also noted that the roadmap should talk about electric charging facilities for cars, and where they could be located on Village properties. In addition, there should be places for cyclists to store bikes and consideration should be given to a Village bike-share program. Director McNellis also noted that the Village has recently discussed striping a

bike lane on Lincoln Avenue. There was discussion amongst the EDC about bike lanes on Pratt, but Director McNellis noted that we have been told by Public Works that it isn't wide enough to accommodate a bike lane and the existing parking lane. Commissioner Ehrenberg inquired about reconstructing the center lane on Lincoln Avenue for a protected bike lane. There was additional discussion regarding the safety of bike lanes on Lincoln Avenue, and the appropriate configuration.

Director McNellis turned to the overlay related to commercial nodes and corridors. Village Manager Wiberg provided an update on the status of the Purple Hotel site redevelopment, noting that Z/S Development is the contract purchaser and is in their due diligence period. He noted they have not closed on the property yet. He further noted that the Village will entertain, at the March 6<sup>th</sup> Village Board meeting, whether or not to take the next step toward acquiring the property. To date, the Village has not seen evidence that Z/S can complete this project. President Bass added that the meetings with Z/S to date have had a similar theme, in that no details regarding the plan or financing are provided. Trustee Nickell noted that Z/S has been provided all of the information and background that clearly explains the site and what the Village expects to see there. She also noted how important it is that the Village has passed an Ordinance directing enforcement of the Village Code, which would require that the site be cleaned-up, with a deadline in late April. Village Manager Wiberg provided background on the various court processes and decisions on this property over the past two years. He stated that the Village previously won the right to go on the property to perform cleanup if the owner fails to do so, but that it is estimated it would cost approximately \$1 Million to do that work. Commissioner Dyer inquired if there have been fines incurred for the lack of cleanup, to which Village Manager Wiberg noted there have been fines imposed in the previous court settlement. Commissioner Ehrenberg noted she believes what the Village has done is a good move.

Director McNellis continued on with discussion regarding commercial nodes and corridors. There was a question regarding engagement with the owner of the property on which the building containing the Republic Bank offices is located, at the southwest corner of Touhy and Lincoln. Director McNellis stated that in previous conversations, that owner has been interested in waiting to see what happens on the Purple Hotel site, but may be interested in completely redeveloping their site after the Purple Hotel site is redeveloped.

The EDC discussed the area in the northeast area of the community, including the Lincolnwood Business Center and the Town Center mall. There was a lot of discussion regarding the Business Center being a prime target for redevelopment, and that the new bike trail and older industrial buildings make the area ripe for uses that appeal to

millennials. Commissioner Ehrenberg noted an opportunity for multi-family residential in this area, which could take advantage of the classic industrial buildings and vibe. She also noted the Village could look at securing land in this area and planning for the future. This area is unique in that it can attract millennials and has already attracted older residents at Carrington and Lincolnwood Place, making it truly “generational”. Commissioner Ehrenberg also recommended the Village look at the zoning in the area, to determine if rezoning should be considered to make some of the desired uses more viable. Chairman Kucienski closed the discussion by noting that the EDC needs a consultant to assist with a workshop. The current workshop will be continued to the March 28<sup>th</sup> regular EDC meeting.

**5. Reports**

**a. New Business Licenses**

No report was discussed.

**b. Development Updates**

No report was discussed.

**6. Other Business**

None

**7. Public Forum**

None

**8. Prospective Business Forum**

None

**9. Adjournment**

By consensus, the meeting was adjourned at 9:52am.

Respectfully submitted:

Steve McNellis  
Community Development Director



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## MEMORANDUM

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**TO:** Chair and Members  
Economic Development Commission

**FROM:** Steve McNellis  
Community Development Director

**DATE:** April 25, 2018

**SUBJECT:** **Continued Workshop on Targeted Business Development Areas – Strengths/Weaknesses**

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At the January 24, 2018 EDC meeting, Chairman Kucienski requested a Subcommittee be formed to further discuss an action plan and strategies to address economic development in the Village. The goal was for this discussion to lead to full EDC consideration of a plan that would be forwarded to the Village Board.

The Subcommittee met on February 12, 2018, with Chairman Kucienski, Commissioner Albazi, Commissioner Ehrenberg, Commissioner Spagnoli, and Village staff in attendance. At that meeting, the Subcommittee discussed the ultimate goal to seek Village Board endorsement of a plan and resources to brand and market the Village to the appropriate target audience.

However, it became evident that the EDC should first take a step back and analyze the existing commercial environment in the Village, its strengths, and weaknesses. The Subcommittee recommended that a Workshop be undertaken to review the various commercial corridors and nodes in the Village in order to better define the hot zones (successful commercial areas) and cold zones (areas that are not currently successful). **This Workshop began at the February 28, 2018 EDC meeting and generated a great deal of discussion regarding transit routes, traffic counts, and hot commercial nodes and corridors. Special emphasis was placed on the opportunities that exist at the northeast corner of the Village, including the Town Center Mall and the Lincolnwood Business Center. The continued Workshop was not held at the March meeting, as it was canceled, due to lack of a quorum. At Wednesday's meeting, we will continue the Workshop analysis of the hot and cold zones in the Village and discuss next steps in moving forward to recognize, promote, provide opportunities, and possible investment in these areas.**

If appropriate, the EDC may also wish to consider vision and mission statements, as well as defining the core values of the community as they pertain to economic development. With this foundation, we can begin to answer the questions: Who are we and what do we want? These are

questions that must ultimately be answered to begin to address the goal of branding and marketing the Village.

Staff offers the following “first draft” of Core Values, Vision, and Mission to be used simply as a starting point for the discussion after the interactive portion of the Workshop:

**Core Values:**

- Experience
- Reliability
- Welcoming (to all)
- Health & Wellness
- Arts & Culture
- Accessibility
- Operational Excellence
- Collaborative (Partnerships)
- Communication & Connectivity
- Environmental Improvements

**Vision:**

Lincolnwood is a well-rounded, multi-cultural community that blends the advantages of urban proximity with quality suburban amenities including housing, business opportunities, and educational excellence in a safe, family-friendly environment.

**Mission:**

Lincolnwood is committed to offering the educational opportunity, family lifestyle, security, and charm of small town America alongside the diversity, vitality, freedom of individual expression, entertainment options, and opportunity of a metropolis.



**Village of Lincolnwood**  
**Community Development Department**  
**New Business Licenses**  
**March 2018**

<b>Business Type</b>	<b>Business Name</b>	<b>Business Address</b>	<b>Contact Name</b>	<b>Telephone Number</b>
Auto Dealership	Zeigler Lincolnwood, LLC	6900 North McCormick Boulevard	A. Zeigler	847.745.4481
Dry Cleaners	Gage Cleaners	6925 North Lincoln Avenue	Yoon Lee	847.679.4750
Wholesale	Memeco Sales and Service Corp.	6677 North Lincoln Avenue Suite 230	Donald J. Jenkinson	847.329.9393
Restaurant	Stefani Prime	6755 North Cicero Avenue	Phil Stefani	312.275.9000



**Village of Lincolnwood**  
**Community Development Department**  
**New Business Licenses**  
**April 2018**

<b>Business Type</b>	<b>Business Name</b>	<b>Business Address</b>	<b>Contact Name</b>	<b>Telephone Number</b>
Retail Kiosk	AZ Women's Bags & Fashion Accessories	3333 West Touhy Avenue	Mohammed Azmath Ansari	224.243.3030
Retail Kiosk	Uplift Artworks	3333 West Touhy Avenue	Donovan McLean	646.621.1367
Restaurant	Stefani Prime	6755 North Cicero Avenue	Phil Stefani	312.275.9000
Retirement Community	The Carrington at Lincolnwood	3401-3501 Northwest Parkway	Stephen Kennery	847.973.6262



# Village of Lincolnwood

## Community Development Department

# Development Updates

### March/April 2018 Report

#### **Lincoln-Touhy Triangle Site at 4500 West Touhy Avenue**

At their March 6, 2018 meeting, the Village Board adopted an Ordinance authorizing negotiations and final bona fide offers to purchase the Lincoln-Touhy Triangle site. The contract purchaser of the property, Lake Forest Real Estate Capital (LFRE), was in attendance at the meeting and read statements into the record. The Village Board invited LFRE to attend a Committee of the Whole meeting to present their concept, credentials, and wherewithal to complete the project. LFRE accepted the Board's invitation and attended a joint meeting of the Village Board and EDC at the March 20, 2018 Committee of the Whole meeting. Representatives of LFRE and Z/S Development (the stated "contract developer") made a presentation and answered the EDC and Village Board's questions. No decision was made regarding the project at this meeting. A representative of LFRE attended the Village Board's April 3, 2018 meeting and again requested the opportunity to address the Village Board. They subsequently made a statement and answered questions of the Village Board. Additional information on the status of a Contract Purchaser for this property will be presented as an agenda item at the April 25, 2018 EDC meeting.

#### **Stefani's Prime Restaurant at 6755 North Cicero Avenue**

Stefani's Prime Restaurant opened to the public the week of March 26, 2018 in time for the busy Easter Brunch rush. Stefani's was granted approval for an amendment to their originally-approved plans related to their pole sign and wall signs at the April 17, 2018 Village Board meeting. This amendment allowed a revised sign design for both the wall and pole signs. Finally, Stefani's has a request in to the Plan Commission for a further parking Variation to permit eight existing parking stalls on the south façade of the building to be converted for an outdoor seating area. This request will be discussed in a Public Hearing at the May 2, 2018 Plan Commission meeting.

#### **The Carrington of Lincolnwood at 3401/3501 Northeast Parkway**

Phase one of this development opened on April 2, 2018. Additional phases of the development will open on a rolling schedule over the next few months.

#### **Building Permit Plan Reviews: 4320 West Touhy Avenue and 6530 North Lincoln Avenue**

Building plans are currently under review for the new multi-tenant commercial center, with Starbucks as an anchor, at 4320 West Touhy Avenue. After some delay, as IDOT reviewed a proposed access point (right-out only) on to Touhy Avenue, the plan review is now moving forward again and building permit approval is anticipated this spring. Building permit plans have

been submitted for the proposed Teachers Resource Center and Hatzalah ambulance space at 6530 North Lincoln Avenue. The first plan review has been completed and we are anticipating building permit approval in April. Construction on both projects should be underway in late spring or early summer.

**Business-Friendly Zoning Code Amendments**

The Plan Commission held an initial Workshop at their March 7, 2018 meeting to discuss expanding permissibility of temporary signage and electronic signs for large-scale developments. Staff was asked to conduct research on surrounding communities and return to the Plan Commission with proposed new code language in a Public Hearing at an upcoming Plan Commission meeting. The proposed Code Amendments were previously endorsed by the EDC.

**Building Permits**

Below is a summary of building permits issued in February and March of 2018.

February	# of Permits	Building Value	Permit Fees
2018	25	\$864,254.50	\$22,121.60
2017	33	\$629,071.03	\$16,414.14
2016	54	\$677,378.83	\$14,506.70
2015	29	\$145,528.32	\$20,714.12
2014	33	\$168,209.00	\$6,015.00
2013	25	\$1,175,441.00	\$34,045.00
2012	42	\$1,252,558.00	\$25,741.00
2011	35	\$597,363.00	\$20,036.00
2010	22	\$857,303.00	\$19,480.00
2009	36	\$458,106.00	\$13,649.00
2008	27	\$495,838.00	\$20,742.00

March	# of Permits	Building Value	Permit Fees
2018	40	\$851,707.70	\$18,574.25
2017	50	\$524,231.39	\$18,126.83
2016	62	\$4,029,089.23	\$65,741.55
2015	44	\$594,440.00	\$24,993.00
2014	40	\$1,760,450.00	\$31,299.00
2013	31	\$774,969.00	\$14,179.89
2012	41	\$522,944.00	\$15,708.00
2011	42	\$971,026.00	\$23,473.00
2010	42	\$312,557.00	\$11,244.00
2009	68	\$345,053.00	\$13,598.00
2008	37	\$668,491.00	\$33,711.00