

# Village of Kenilworth Newsletter

## Letter from the Village President



Dear Neighbors:

As calendar year 2006 begins to come to a close, I would like to take a moment to thank all of the volunteers who serve on the Village's many boards, commissions, and committees. The work of the Village could not be done without your time and commitment to this community. I and the entire Village Board thank you for your time in preparing for, attending, and participating in the numerous public meetings held throughout the year.

The Village has accomplished quite a lot this past year including beginning work on Kenilworth's first Comprehensive Plan; several updates to our subdivision code and zoning ordinance; continued study of historic preservation issues; bond refinancing; a successful referendum on another bond refinancing; and continued work on the Village's long-range financial plan.

I realize there may be various different opinions regarding issues currently being considered by the Village Board. Matters of historic preservation and changes in zoning

regulations are cause for debate and lengthy deliberation in any community. As Kenilworth continues to work on these difficult issues, I ask all residents to remember we are all part of one community. Although we are committed to what we individually believe is in the best long-term interest of the Village, we must work together to get to the best solution for the entire Village. As the debate on these highly charged and emotional issues continues, I ask all residents to avoid personalizing the issues and work toward a civil discourse based upon respect of dissenting opinions. *We will* get through the discussions on these matters, and it is my hope that we will do this with civility and respect for all people.

The end of the year also brings with it holiday celebrations and travel. I urge everyone to drive safely and be cautious during this time of year and wish all residents a healthy and prosperous 2007.

Have a great holiday season!

T. Tolbert Chisum  
 Village President

### A Special Thank You for Supporting the Parkway Tree Planting Program

The Village would like to thank all residents and organizations who donated money toward this year's tree planting program. Below is a list of those who made donations. Your generosity will help preserve and enhance Kenilworth's urban forest for years to come.

#### 2006 Parkway Tree Program Donors:

- Joan Birdwell
- Mrs. Lowell Bachman
- Mr. & Mrs. Edward Burkhardt
- Susan & Joseph Coughlin
- The Kenilworth Clippers
- Mr. & Mrs. John Kibler
- Mr. Kai Lindholst
- Mary Lou & James Lyons
- James McKenna
- Pamela Martin
- Mr. & Mrs. Craig Miller
- Jack & Rania Miller
- Mr. and Mrs. Tim Miller
- Dan & Rachel Noel
- Emily Nugent
- Hyde & Ann Perce
- Patricia Pickard
- Robert Seebeck
- Mr. & Mrs. Rockwell Wirtz
- Jeffrey Yingling

#### Special points of interest:

- Educational Forum on Historic Preservation—November 20, 2006
- Public Hearing on Proposed Zoning Changes Continued to November 28, 2006
- Long Range Financial Planning Moves Forward
- Work Continues on Kenilworth Comprehensive Plan
- Village Board Actions October/November 2006

#### Inside this issue:

<i>Board Action Update</i>	3
<i>Community Affairs Forum on Historic Preservation</i>	3
<i>In More Detail—Continued Public Hearing on Proposed Zoning Code Changes</i>	4
<i>Long Range Financial Planning Continues</i>	5
<i>Status of Comprehensive Planning Process</i>	6
<i>Calendar of Events</i>	7

# News You Can Use



## Important Information About Landscape Waste

### Yard Waste Collection to End:

Residents are reminded weekly yard waste collection is discontinued each year in Kenilworth between December 15 and April 1. Landscape disposal sites are closed during winter months and since landscape waste cannot be collected with the regular refuse, municipalities are required to discontinue yard waste collections in the winter. Collections resume April 1, 2007.



**Leaf Collection:** Residents are reminded that burning leaves is prohibited in Kenilworth and

leaves are picked up by the regular collection service at curbside or in alleys where available only when properly bagged in special Kenilworth 30 gallon super wet-strength biodegradable paper bags available for purchase at the Village Hall and Ridge Pharmacy in Wilmette. No rocks, stone, gravel or tree trimmings should be mixed with the bagged leaves. Do not rake leaves into the street as the leaves clog the street sweeper. Since the leaves usually fall in a relatively short period of time, the Village will appreciate your cooperation in properly bagging leaves so that the collection service can pick up the leaves and continue to maintain their regular refuse schedule.

## Snow and Ice Removal:



Winter is fast approaching and so is snow season. The following are reminders of some procedures followed by the Village during snow and ice removal in public areas.

**Street Salting** – When snow has fallen and/or icy conditions are present, initial salting operations are concentrated on arterial streets. Approaches to intersections with “Stop” or “Yield” signs are the next priority for salting. When severe icy conditions exist, salt will be spread at all intersections and other necessary locations throughout the Village.

**Street Plowing** – When snow accumulates on streets to a depth in excess of approximately three (3) inches, and initial salting operations have taken effect, street plowing will begin with arterial and collector streets. This operation continues until all public streets in the Village have been cleared.

**Sidewalk Plowing** – As a general rule, sidewalks in the Village are not plowed unless there is at least a two (2) inch accumulation of snow and unless the ground beneath the snow is frozen adequately to permit plowing without causing damage to parkway or private property. Initial operations are concentrated on routes to the school, the train station, businesses and so on, until all public sidewalks are plowed.



## Want to avoid a high water bill? Send in your Meter Card

If no one is home when the meter reader comes, he will leave a postage paid card with instructions on how to read your meter. The Water Department asks you to fill out and return the card promptly. The card can be mailed or dropped off at Village Hall. Meter readings can also simply be called in to the Water Department. If crews are unable to get a meter reading by the end of the month, your water usage will be estimated. Usually, the first indication of a water leak to the homeowner is from an abnormally high water bill. Since your meter is read every 4 months, one estimate will create a period of 8 months without an actual reading. This means a leak could go undetected for 8 months resulting in a cost to the homeowner of hundreds of dollars in wasted water.

If you have questions regarding your water meter, call the Water Department at (847) 251- 1094.

## Public Work Staff Christmas Tree Removal

Enjoy the decorations and lights of the season. Before we are ready, the holidays will be coming to a close and we will be packing up all of the ornaments and Christmas “goodies”. When it comes time to take your tree down, please dispose of it by bringing it to the curb. All trees should be outside on the parkway curb by February 28, 2007. After March 1, trees will not be picked up. Please remember to remove all decoration, lights, and tinsel from any trees placed at the curb for collection.



## Resident Question

**Question:** Why do I see my recycling thrown into the garbage truck with all the other garbage? Does Kenilworth recycle?

**Answer:** Yes! Kenilworth does recycle. When Perrin Brothers picks up the garbage and the recycling, they put the garbage deep into the truck. If there are recycling bags, they will often pick up several homes’ recycling and place them at the edge of the back of the truck and then create a pile of recycling bags at a corner in order for easier and more efficient pick-up later in the day for all recycling.

# **Board Action Update**

## **Current Activities and Actions of the Village Board of Trustees**

In this issue, the business of the Board of Trustees and its committees during the months of October and November 2006 are highlighted. Meeting minutes can be found on the Village website [www.villageofkenilworth.org](http://www.villageofkenilworth.org).

### **Building Planning and Zoning**

- Approved amendments to the Kenilworth Zoning Ordinance pertaining to notice requirements for variations before the Zoning Board of Appeals (or for other public hearings), which will require the petitioner to prepare all notices for mail or delivery to all property owners within 400 feet of the subject property to notify adjacent property owners of variation requests. The notices must meet notice requirements. The amendments shift this responsibility to the petitioner and away from Village staff.

### **Community Affairs**

- Hosted a meeting in mid-October and decided to hold several public information forums on topics related to historic preservation. The first educational session is scheduled for Monday, November 20, 2006 at 7:30 p.m. at the Kenilworth Assembly Hall. For more information on the educational forum, please see article in this newsletter on page 3.

### **Finance**

- Received and Approved Comprehensive Annual Financial Statement (Audit) for fiscal year ended April 30, 2006 and directed Treasurer to make filings as required by law.
- Approved a resolution Estimating Amount to be Raised by Ad Valorem Taxes in December.
- Authorized payment of September 2006 bills in the amount of \$427,914.50.
- Authorized payment of October 2006 bills in the amount of \$208,448.00
- Approved moving forward with January refinancing of Series 1999 Alternate Bonds in response to recent referendum approval.

### **Police and Fire**

- Emergency Telephone Systems Board approved RFP for Phase II upgrade of system.
- Scheduled Committee meeting for November 29, 2006 at 6:00 p.m..

### **Other**

- Discussed 2004 Ad Hoc Community Survey.
- Discussed Village's insurance coverage, which is pooled with other municipalities, pertaining to zoning decisions. Recommended no changes be made to current coverage levels.
- Discussed and approved policy regarding electronic attendance at meetings in accordance with recent change in Illinois Open Meeting Act regulations. This will allow a member of a public body to participate in a meeting by video or audio conference and vote on all matters. There are certain restrictions placed on the circumstances by which electronic participation is allowed. This will apply to the Village Board, Committees, Commissions, and those public bodies which are subject to the Open Meetings Act.
- Approved guidelines for audio/video taping of public meetings.

## **Educational Historic Preservation Forum on November 20**

The Village of Kenilworth Community Affairs Committee is hosting an educational forum on historic preservation on Monday, November 20, 2006 at 7:30 p.m. at the Kenilworth Assembly Hall. This educational session will include speakers from Landmarks Illinois.

The speakers have been asked to cover the following topics pertaining to historic preservation:

- Voluntary designation of homes/buildings on the National Register of Historic Places including related economic benefits of voluntary designation.
- Voluntary designation of historic districts on the National Register of Historic Places.
- Local historic preservation ordinances and commissions.
- Incentives for preservation including preservation easements and property tax freeze.

This educational forum is expected to be the first of several forums exploring the topic of historic preservation.

Additional workshops may include topics such as the impact of historic preservation activities on local economics; municipal staff from area communities responsible for implementing local preservation ordinances or historic district designations; and representatives from surrounding municipalities who have or are serving on their local historic preservation commission.

# In More Detail

## Public Hearing on Proposed Zoning Changes Continued to Tuesday, November 28th

On October 30, 2006, the full Village Board held a public hearing to consider proposed amendments to the Kenilworth Zoning Ordinance. The proposed amendments were recommended by the Building, Planning and Zoning (BPZ) Committee of the Village Board.

At the October 30th public hearing, the Village Board took action to recommend approval of Zoning Ordinance changes pertaining to definitions and notice requirements. Due to time limitations, the Village Board was unable to consider all of the proposed amendments on October 30, 2006. **The Village Board took action to continue the public hearing on the proposed amendments to Tuesday, November 28, 2006 at 7:30 p.m.** The continued public hearing will take place at the Kenilworth Assembly Hall.

The following is a brief overview of the remaining items subject to the public hearing process:

- Recommendation to amend Kenilworth Zoning Code to provide zoning relief (zoning credits) for some features of homes built before 1990 (when Kenilworth's Floor Area Ratio standards were adopted) to make it easier for owners of older homes to modify and expand homes. Since the adoption of floor area ratio standards, many interior and exterior building architectural features have been counted as living space. The proposal would allow up to 10% Floor Area Ratio credit for open porches (screened and unscreened), exterior covered entries, and bay windows built before the standards were adopted in 1990. Porte-cocheres would no longer count toward Floor Area Ratio or building coverage.
- In anticipation of pressures to consolidate and subdivide lots for development, the following changes are being considered to conserve existing neighborhood character and development patterns:
  - Create maximum lot width for each neighborhood to ensure lot sizes and the corresponding homes built on those lots remain compatible with existing neighborhood character. Such a provision would prevent the consolidation of lots for the purpose of constructing a home double the size of existing homes found on neighboring lots. Coupled with other changes recommended below, the proposed changes would not prevent the purchase of a neighboring lot to retain green space.
  - Add a provision for minimum lot width in each neighborhood so lot sizes remain compatible with existing neighborhood character. Such a provision would prevent larger lots from being subdivided and multiple homes developed on the resulting smaller lots.
  - Amend the Maximum FAR (floor area ratio) section for new homes in the zoning ordinance to apply to lots of 28,000 sq. ft and larger. The zoning district with the Village's largest lots is the R-1 district. The typical lot size in the R-1 district is 17,500 sq. ft. The Village's existing sliding scale for new homes results in a decreasing floor-to-area ratio as the lot size increases. The existing scale in the zoning ordinance stops at lots of 24,000 sq. ft. for new homes, and the proposed amendment extends the FAR sliding scale out further to lots 28,000 sq. ft. and greater. The proposal is intended to prevent new homes from overwhelming the size of homes on adjacent and neighboring lots.
- Create a new definition "Temporary Open Space Lot" ("TOSL"), which recognizes keeping a lot as open yard space, but as a separate lot not for purposes of expanding house size. This definition is proposed to work in tandem with the maximum and minimum lot width proposals and provide ability for a property owner to purchase the lot next door to use as open space. This also requires amendment of the zoning ordinance to set the standards for future separation of a "TOSL" from the lot on which the house sits, so the lot can be developed in the future to be consistent with neighborhood character.
- Amend the existing Impervious Surface Standard requirement so that it works in tandem with building coverage requirements to meet overall lot coverage standards. Currently, if a structure exceeds allowable *building* coverage, the homeowner is still allowed *impervious surface* coverage of 25% of the lot area, regardless of how much of the lot is exceeded by building coverage allowed under the code. The proposed amendment helps to address storm water drainage issues.
- To address some bulk and privacy issues regarding dormers, an amendment is recommended to modify the requirements for dormers in *half stories*\* to allow any individual dormer to be as wide as 25% of the length of the exterior wall where it will be located, with multiple dormers adding up to no more than 50% of the wall, which is the total currently allowed. For example, a building could have two dormers, each taking up 25% of the width of the exterior wall, rather than one

*Continued on Page 6*

# Upcoming Meetings/Events

## November 2006

- 11/20 Community Affairs Committee/Educational Forum - 7:30 p.m. (Kenilworth Assembly Hall)
- 11/21 Building Review Commission—7:30 p.m.
- 11/23 **Thanksgiving—Village Offices Closed**
- 11/24 **Day After Thanksgiving—Village Offices Closed**
- 11/28 Village Board Public Hearing/Proposed Zoning Amendments—7:30 p.m. (Kenilworth Assembly Hall)
- 11/29 Police & Fire Committee Meeting —6:00 p.m.

## December 2006

- 12/4 Plan Commission Meeting—7:30 p.m.
- 12/6 Finance Committee Meeting—6:00 p.m.
- 12/7 Park District Board Meeting—5:00 p.m.
- 12/11 Village Board Meeting—7:30 p.m.
- 12/18 -Zoning Board of Appeals—7:30 p.m.

## January 2007

- 1/1 **New Year's Day—Village Offices Closed**
- 1/8 Village Board Meeting—7:30 p.m.
- 1/9 Plan Commission Meeting-7:30 p.m.
- 1/10 Finance Committee Meeting—6:00 p.m.
- 1/4 Park Board Meeting—5:00 p.m.

Residents are encouraged to attend Village Board and Committee meetings. Dates are subject to change. Check the website ([www.villageofkenilworth.org](http://www.villageofkenilworth.org)) or call Village Hall to confirm. Meetings are generally held at Village Hall unless otherwise noted.

## **Kenilworth Council of Garden Clubs and Kenilworth Beautification Committee Work Together to Beautify Community**

As the Christmas season approaches, Kenilworth is once again adorned for the holidays with wreaths and bows. This has been a long tradition supported by The Kenilworth Council of Garden Clubs and The Kenilworth Beautification Committee. For over 40 years, The Kenilworth Council of Garden Clubs and The Kenilworth Beautification Committee have funded projects to beautify our village. These projects include the display of American flags, the planting of flowering crabapple trees on Park Drive, the original restoration of Mahoney Park, and the landscaping at Kenilworth Avenue and Green Bay Road.

In 1969, The Kenilworth Council of Garden Clubs was formed to *improve and beautify the village*. This vision has been realized through the hard work of many people and The Kenilworth Council of Garden Clubs would like to thank three of those people: June Goss, Mary Lou Wall, and Jane Drexler. With June as the Chairperson, Mary Lou as the treasurer, and Jane as the representative for Mahoney Park, Kenilworth has become more beautiful as a result of their time and energy.

*Be a Part of  
Kenilworth History*

*The Kenilworth Historical Society  
cordially invites you and your family to  
the Annual Holiday Open House and  
Christmas Tree Party.*

*Saturday, December 2, 2006*

*3:00-5:00 p.m.*

*The Stuart Memorial Building  
415 Kenilworth Avenue*

*Please consider contributing an ornament  
for the Community Tree and your family  
holiday card  
for the Historical Society's  
archives.*

## Work on Comprehensive Plan Continues

At their November 6 meeting, the Kenilworth Plan Commission continued work on the Village's Comprehensive Plan. The Comprehensive Plan is intended to serve as a "road map" to help guide community policy and decision making over the next 10-15 year period for issues ranging from community character and aesthetics to targeted redevelopment and open space. The Plan will provide general recommendations as well as specific program actions directed toward guiding land-use and development decision-making for the Village. The Comprehensive Plan will define community goals and objectives, and provide guidance for implementing programs and policies to ensure future changes and new development are appropriate and reflective of community desires.

The Comprehensive Plan can help preserve and protect the Village's most important existing features

and resources, coordinate and guide new development, identify and help program long term capital improvement projects, improve the overall functions of Village services and facilities, and further establish a strong and positive community image and identity.

The Comprehensive Plan will establish the "ground rules" for private improvement and development and provide guidelines by which the Plan Commission and Village Board can review and evaluate private development proposals; guide public improvements; provide a basis for updates to zoning and subdivision regulations and serve as a marketing tool to help the Village achieve the desired vision.

At the November 6 meeting, the Plan Commission met with consultant John Houseal to discuss the Green Bay corridor. The evening contained a visual preferences workshop with

commissioners and residents in attendance to show possible street scapes and develop a general idea of desired commercial character for the Green Bay corridor.

The Plan Commission regular meetings are held on the first Monday of the month. The Commission is expected to meet in early January to continue work on the Comprehensive Plan and to begin developing specific planning recommendations and implementation steps.

All residents' participation in this most important activity is encouraged. Please join us!

For more information on the Kenilworth comprehensive planning process, please visit the Village's website at [www.villageofkenilworth.org](http://www.villageofkenilworth.org) and click on the link for the Comprehensive Plan. There you will find information regarding actions taken and topics discussed at recent meetings.

## Public Hearing on Tuesday, November 28th cont.

dormer taking up 50%. The purpose for such a recommendation is based upon situations that have arisen where garages with dormers are concerned, as garages can be two feet from the neighboring property line.

\* *Half Story*— Sloping roofed half stories are typically found on the third floor attics of homes and the second floor space of detached garages.

For more information on the proposed zoning changes, visit the

Kenilworth website at [www.villageofkenilworth.org](http://www.villageofkenilworth.org) where you can find meeting minutes, the language of the draft ordinance, and other related materials.

**Your questions and comments on the proposed amendments are important. Residents are encouraged to attend the upcoming public hearings in order for the Village Board to gather public opinion.**

**Please look for notice of upcoming hearing dates posted at the Village Hall, the train station, online at [www.villageofkenilworth.org](http://www.villageofkenilworth.org), or call the Village Hall at 847-251-1666.**

**MARK YOUR CALENDAR TO ATTENDING CONTINUED PUBLIC HEARING:**

**Tuesday, November 28, 2006  
7:30 p.m.  
Kenilworth Assembly Hall**

# Long Range Financial Planning Continues: Voters Approve Bond Refinancing Question at November Election

## Voters Approved Bond Refinancing Question

The November 7, 2006 referendum question regarding refinancing the Village's existing Series 1999 Alternate Bonds succeeded by a vote of 806 to 134. The ballot question and associated possible refunding of the existing Series 1999 Alternate Bonds was included as part of the Finance Committee's recent proposals for long range financial planning. With the referendum passed, the Village Board has elected to proceed with the refinancing of the Series 1999 Alternate Bonds. The current Series 1999 Alternate Bonds are funded annually via the issuance of Limited Tax Refunding Bonds. The Series 1999 Alternate Bonds are callable December 1, 2006. The tentative financing timetable for the refunding of the Series 1999 Alternate Bonds contemplates a sale on January 8, 2007, with Board approval at the January 2007 Village Board meeting. The savings from the refinancing are estimated to be \$215,000 (almost \$175,000 net present value). The anticipated savings result in a small reduction of residents' property taxes proportionately reduced based on taxes paid over the bond life between the refinancing date and 2019.

The refinancing of the Series 1999 Alternate Bonds was proposed to provide greater long term financial planning flexibility for the Village Board. The successful refinancing will ultimately change the classification of the existing bonds from alternate bonds to a direct general obligation of the Village. By converting the debt to a direct general obligation, the Village no longer needs to use annual refunding bonds, currently permitted under tax cap laws, to pay the existing Series 1999 Alternate Bond debt. The conversion is anticipated to save substantial staff time, attorney's fees, and annual bond issuance fees related to the debt. Eliminating the requirement to issue annual refunding bonds for the 1999 debt frees up the Village's annual refunding capability allowed under Debt Service Extension Base (a constraint on issuing Limited Tax Bonds is \$600,000/annually) which may be issued for capital needs identified in the Village's long-term capital plan.

## Long Range Financial Planning Continues

Restructuring and refinancing the Village's existing bond debt is only one part of the Village's recent long range financial planning activities. In addition to analyzing existing debt structure and bond refinancing, the Village's Finance Committee and full Village Board have been working to develop a long range financial plan for the community. This planning process has included development of a Three-Year Baseline Operating Budget. This baseline budget is basically a strict operating budget with revenue and expenditure projections based upon current operating assumptions. The Three-Year Baseline Budget does not contemplate any staffing changes, new program initiatives, or major capital or special projects for the Village. The Three-Year Baseline Operating Budget reflects a "stay the course" approach to the Village's operations with no new major expenditures included. The baseline operating budget assumptions provide the Village Board a foundation upon which to begin making decisions regarding new programs, projects, and capital expenditures over this three-year time period and beyond.

In addition to the creation of a three-year operating budget, the Village Board is currently in the process of refining a capital project budget to identify funding needs for special projects, staffing, and major infrastructure improvements. At their November 15, 2006 Committee-of-the-Whole, the Village Board identified program areas where additional information is needed from Village staff in order to begin prioritizing capital expenditures as part of a long-term capital budget. Village staff is planning to provide a report to the full Village Board at a January 10, 2007 Committee-of-the-Whole meeting on the topic of long-range financial planning and capital expenditure planning.

At this time, staff plans to provide information to the Village Board on immediate and long-term needs for capital projects such as: water meter replacement; water main maintenance; roadway maintenance; curb replacement; building and facilities; and staffing.

The objective of this long-range financial planning activity is for the Village Board to approve the Three-Year Baseline Operating Budget with an accompanying Long Range Capital Budget for the Village. Completion and Village Board acceptance of these long-range planning tools is expected to take place by early Spring 2007.



419 Richmond Road  
Kenilworth, IL 60043

Phone: 847-251-1666  
Fax: 847-251-3908  
E-mail: [info@villageofkenilworth.org](mailto:info@villageofkenilworth.org)



Have you Visited:  
[www.villageofkenilworth.org](http://www.villageofkenilworth.org)

**Contact Information:**

**Village Hall**

419 Richmond Road  
Kenilworth, IL 60043  
847-251-1666  
Open 8:30-12:00, 1:00-5:00 p.m.  
Monday-Friday  
Brad Burke, Village Manager  
Mary Cole, Office Coordinator  
Susan Criezis, Dir. Comm. Dev.  
Maryann Van Dyke, Finance Admin.

**Kenilworth Police Department**

419 Richmond Road  
Kenilworth, IL 60043  
847-251-2141 – Non-Emergency  
John Petersen, Chief

**Winnetka/Kenilworth Fire Department**

428 Green Bay Road  
Winnetka, IL 60093  
847-501-6029 – Non-Emergency  
Scott T. Smith, Chief

**Public Works Department**

440 Ivy Court  
Kenilworth, IL 60043  
847-251-9210  
Ignazio Fiorentino, Superintendent

**Water and Electricity/  
Kenilworth Beach**

1 Kenilworth Avenue  
Kenilworth, IL 60043  
847-251-1094—Water Plant  
847-251-6642—Beach  
Kevin Zeoli, Superintendent

**Kenilworth Park District**

440 Ivy Court  
Kenilworth, IL 60043  
847-251-1691  
Thomas Feeney, President  
Lou Maggi, Superintendent

Village of Kenilworth  
419 Richmond Road  
Kenilworth, IL 60043

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