

**VILLAGE OF LAKE BLUFF  
SUSTAINABILITY AND COMMUNITY ENHANCEMENT AD HOC COMMITTEE**

Wednesday, February 22, 2017

7:00 P.M.

Village Hall Board Room

40 East Center Avenue

**A G E N D A**

1. Call To Order
2. Roll Call
3. Consideration of the January 25, 2017 Sustainability and Community Enhancement Ad Hoc Committee (SEC) Meeting Minutes
4. Non-Agenda Items and Visitors (Public Comment)

*The Co-Chairs will allocate fifteen (15) minutes during this item for those individuals who would like the opportunity to address the Sustainability and Community Enhancement Ad Hoc Committee on any matter not listed on the agenda. Each person addressing the Sustainability and Community Enhancement Ad Hoc Committee is asked to limit their comments to a maximum of five (5) minutes.*

5. Order of the Meeting

The Co-Chairs will entertain requests from anyone present on the order of business to be conducted during the Meeting.

6. General Business

*The Sustainability and Community Enhancement Ad Hoc Committee will entertain requests from anyone present to modify the order of business to be conducted.*

- a) A Discussion with Dr. Robyn Walter Regarding Backyard Chicken Keeping.
- b) A Discussion with Lake Bluff Girl Scout Troop 40459 Regarding Recycling Efforts.
- c) Review Draft Beekeeping Pilot Program.
- d) A Discussion Regarding an Upcoming Report to the Village Board.

7. Village Staff Report

8. Member's Report

9. Co-Chair's Report

10. Adjournment

*R. Drew Irvin  
Village Administrator*

The Village of Lake Bluff is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact R. Drew Irvin at 234-0774 or TDD number 234-2153 promptly to allow the Village of Lake Bluff to make reasonable accommodations.

**VILLAGE OF LAKE BLUFF  
SUSTAINABILITY AND COMMUNITY ENHANCEMENT AD HOC COMMITTEE  
MEETING**

**January 25, 2017**

**DRAFT MEETING MINUTES**

**1. Call to Order**

The Village of Lake Bluff Sustainability and Community Enhancement Ad Hoc Committee (SEC) met on January 25, 2017 in the Village Hall Board Room (40 E. Center Avenue) at 7:00 p.m. and the following members were present:

**2. Roll Call**

Present: Marian Carney Puryear, Co-Chair  
Brian Rener, Co-Chair  
Emmet Brady (arrived at 7:35 p.m.)  
Liz Leutwiler  
Anne Sorensen

Absent: Jill Danly  
Nan Patterson

Also Present: Drew Irvin, Village Administrator  
Franco Bottalico, Administrative Intern

**3. Approval of the November 30, 2016 Meeting Minutes**

Co-Chair Puryear moved to approve the November 30, 2016 SEC Meeting Minutes. Member Leutwiler seconded the motion. The motion passed on a unanimous voice vote.

**4. Non-Agenda Items and Visitors**

Co-Chair Rener stated that the SEC allocates 15 minutes for those individuals who would like the opportunity to address the SEC on any matter not listed on the agenda.

There were no requests to address the SEC.

**5. Order of the Meeting**

There were no requests to change the order of business.

**6. General Business**

**A. A Continued Discussion Regarding the Prioritization of Goals/Tasks.**

Administrative Intern (AI) Bottalico introduced this agenda item. He gave an explanation of the condensing of the list and other actions that were taken by the SEC. He explained where the SEC was at in developing a sustainability goal in regards to the U.S. Department of Housing and Urban Development's toolkit.

Member Leutwiler commented on how the SEC will justify the order of the prioritization list. AI Bottalico advised when this list is approved, the Village can add its justification

in the communication tools the Village currently uses.

Co-Chair Renner inquired when we can present this list to the Village Board. AI Bottalico advised the SEC can present it to the Village Board during their COW meeting on February 27<sup>th</sup>.

AI Bottalico advised that he combined the Chicken and Bees pilot program together due to the current work the SEC is making towards those two goals/tasks.

Co-Chair Puryear moved to approve the prioritization list and forward it to the Village Board of Trustees for their review. The motion was seconded by Member Sorensen.

**B. Review of a Draft Beekeeping Pilot Program**

AI Bottalico advised he made the revisions concerning less regulation to the beekeeping pilot program that the SEC wanted from its last meeting.

A discussion ensued regarding other municipalities' beekeeping ordinances and best practices for the SEC to explore going forward.

Co-Chair Renner expressed his concerns over the new modifications. He stated he would rather be more cautious with the pilot program, with regards to number of hives per property, and requiring beekeepers to register with the Village.

A discussion ensued inquiring if the pilot program should require fencing or hedges/vegetation as a fly away barrier around the beehive.

Co-Chair Renner expressed his concern of protecting the bees from youths who may possibly damage the hives/bees. He also stated that renewals of beekeeping registration should be added in the language as a way to make sure the hives are properly kept and the beekeeper is using best practices. He also expressed favoring a barrier or some type of fencing/barrier around the hive(s) if a resident has an open yard for safety reasons.

A discussion ensued regarding possible allergies to bees.

Member Sorensen stated she finds a hedge to be more aesthetically pleasing and should suffice.

Co-Chair Puryear commented on the language of a hedge to reduce the opportunity of them becoming nuisances.

Co-Chair Renner inquired on number of hives on a lot, and possibly lowering the amount of hives to provide a healthy environment for bees, and how many pilot sites will be allowed to be going on at once.

A discussion ensued if the pilot program will be Village-wide or on a case-by-case basis.

Village Administrator (VA) Drew Irvin commented that the SEC can create the pilot program where applicants will be reviewed on a case-by-case basis. In addition, he stated because this is a pilot program the Village has more authority over picking and choosing which sites to approve.

Co-Chair Puryear inquired on the beehives' heights and if they can be placed on rooftops. AI Bottalico advised it should be placed in an area where it is easily and safely accessible for Illinois Department of Agriculture employees to inspect the hives.

Co-Chair Renner stated that he'd like to keep signage that states "bees on the property" if there is a hedge/fence around the hives that the SEC would approve.

The SEC agreed that the beekeeping pilot program would be valid for two seasons/years before evaluating it for a possible ordinance.

Co-Chair Renner commented on the number of hives per property.

Co-Chair Puryear stated she does not want to limit the number of hives per property. A discussion ensued.

Member Leutwiler inquired on public education for encouraging the attachment of bees on personal property by planting the proper plants. The SEC agreed this would be part of their public education efforts.

Member Sorensen inquired if requiring the beekeepers to educate themselves on the keeping of bees will be one of the requirements prior to participate in beekeeping. A discussion ensued.

Co-Chair Renner suggested placing a maximum of two or three hives per property unless approved by the SEC and/or Village Board of Trustees. The SEC agreed to set the number of hives at three and discuss the quantity of hives per applicant. If applicant requests more than three hives, then it will be on a case-by-case basis for review and approval by the Village Board of Trustees.

Member Brady recommended keeping the hives off of the ground to keep away from animals. He also stated that he agreed with keeping a convenient water source available for the bees in the pilot program's language.

Co-Chair Renner suggested that providing the Village with a copy of their Illinois Department of Agriculture beekeeping application could serve as proper notification to the Village. This would be a convenient way for the Village to keep track of hives in the Village.

Co-Chair Renner stated to require the hives be no less than 10 feet from any primary residence structure.

**C. Review of a Draft Backyard Chicken Pilot Program.**

AI Bottalico introduce the backyard chicken keeping pilot program language.

Co-Chair Puryear commented that the sex of the fowl may be difficult to tell. Should the fowl be a rooster, language in the program should allow the keeper one week to find proper placement for the rooster, since they are not permitted.

Co-Chair Rener inquired if any other north shore communities have a similar ordinance. He also asked if the SEC can have an expert come speak and educate the SEC on the keeping of chickens and best practices. He also inquired if limiting the chicken quantity, similar to bee hive quantities, by acre size.

Co-Chair Rener asked if the SEC should limit this to eggs only, or for consuming the chickens.

Co-Chair Puryear described the benefits of keeping backyard chickens, and her experience with keeping of backyard chickens.

Member Leutwiler would like a speaker to educate the SEC on the threats of predators to the chickens.

The SEC agreed to have an expert speaker attend the next meeting to educate them on chickens prior to commenting on this pilot program.

**7. Village Staff Report**

VA Irvin updated the SEC on the Village Board's approval of a household waste contract with Groot. Beginning February 1<sup>st</sup> the Village will offer curb-side e-waste pickup. With this contract, Lake Bluff will be the first municipality in Illinois to provide collection of certain food scraps year-round.

VA Irvin stated that a limited waste program encourages residents to limit their waste to inside their cart, and if they were to have more waste they can choose a throw-as-you-paw program. In addition the Village will offer the flexibility to choose larger containers.

Co-Chair Rener added that an additional container for certain food scrapping will also be available.

A discussion ensued on the environmental benefits of food scrapping rather than using the garbage disposal.

VA Irvin concluded that Groot will also now be using an all compressed natural gas (CNG) fleet.

**8. Member's Report**

Member Sorensen has been in contact with the National League of Women Voters for Lake Bluff and Lake Forest with their environmental task force. They offer their support to the SEC in working toward a partnership.

**9. Co-Chair's Report**

Co-Chair Rener shared news articles on extreme weather that is of interest to the SEC with regards to resiliency, sudden extreme weather, emergency preparedness and SEC long-term goals.

A discussion ensued on the changing climate and how the SEC can prepare for this in the future.

**10. Adjournment**

As no further business came before the SEC, Co-Chair Puryear moved to adjourn the meeting at 8:33 p.m. Member Brady seconded the motion. The motion passed on a unanimous voice vote.

Respectfully Submitted,

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Franco Bottalico  
Administrative Intern

# MEMORANDUM

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**Date:** February 17, 2017

**To:** Co-Chair Rener and Co-Chair Puryear and SEC Members

**From:** Franco Bottalico, Administrative Intern

**Subject:** A Discussion with Dr. Robyn Walter Regarding Backyard Chicken Keeping



NORTH SHORE LIFE  
LAKE BLUFF STYLE

At its last meeting, the SEC directed Staff to contact a chicken keeping professional to educate the SEC on best practices regarding the keeping of backyard chickens prior to drafting a backyard chicken keeping pilot program. Dr. Robyn Walter, a veterinarian in Highland Park (VCA Cairo Animal Hospital), has agreed to speak to and educate the SEC regarding their concerns on backyard chickens.

**Attachment:**

- Draft Backyard Chicken Keeping Pilot Program Outline.

## **Lake Bluff Draft Backyard Chicken Pilot Program Outline**

- 1.) Housing: All residential chickens shall be kept within a pen, coop, building or other enclosure sufficient in size and strength to confine such animals in the owner's property. A permit shall be obtained from the Village of Lake Bluff ("Village") prior to the construction, addition, or modification of any pen, coop, building or other enclosure used for the purposes of housing chickens.
- 2.) Zoning: All residents in the following Village Zoning districts are permitted to keep residential chickens on their property: C-E; E-1; E-2; R-1; R-2; R-3; R-4; and R-6. Permission for districts not listed here residents can submit a request directly to the Village Board.
- 3.) Restrictions:
  - i. A maximum of eight (8) residential chickens shall be permitted on any property. Roosters shall be prohibited.
  - ii. Residential chickens shall be kept in the rear yard (behind the home).
  - iii. No pen, coop, building or other enclosure used for the purpose of housing chickens shall be erected or maintained within any ten (10) feet of any occupied residence other than that of the owner.
  - iv. Every person maintaining a pen, coop, building, yard or enclosure for residential chickens shall keep such area clean and sanitary at all times. Any dirt or refuse resulting from the residential chickens shall be disposed in a clean and sanitary fashion.
  - v. All feed for residential chickens shall be kept in containers that are rodent-proof until put out for consumption by the residential chickens.
  - vi. Any pen, coop, or other structure used for the purpose of housing residential chickens that is not fully-enclosed shall be screened to a height of six (6) feet. Said screening shall be comprised of fences or walls six (6) feet in height, landscaping of at least seventy-five (75%) opacity, such as non-deciduous plantings, or equivalent screening and shall be located either along the perimeter of the lot where the pen, coop, building or other enclosure used for the purpose of housing residential chickens is located, or around the perimeter of the pen, coop, or enclosure itself.
  - vii. No person and/or property owner shall be allowed to violate Title 4, Chapter 1 "Nuisances" of the Lake Bluff Municipal Code. Failure to adhere to these rules constitutes a nuisance under the Lake Bluff Municipal Code.



# MEMORANDUM

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**Date:** February 17, 2017

**To:** Co-Chair Rener and Co-Chair Puryear and SEC Members

**From:** Franco Bottalico, Administrative Intern

**Subject:** A Discussion with Lake Bluff Girl Scout Troop 40459 Regarding Recycling Efforts

Recently, the Village has been contacted by Lake Bluff Girl Scout Troop 40459 regarding forming a partnership with the SEC in achieving certain goals/tasks. Ms. Katie Davis, a Lake Bluff Girl Scout Co-Leader, advised that Troop 40459 – made up of twenty-one 4<sup>th</sup> grade students – is currently working toward a year-long project titled “Agent of Change.” For this project they have decided to reach out to the SEC in the hopes of expanding recycling efforts in the Village’s Central Business District; specifically, adding additional recycling containers in front of various businesses.

Troop 40459 would like to discuss this matter with the SEC and the possibility of helping to raise funds for the purchase of the recycling containers. By assisting the SEC achieve some of their recycling goals they will have the opportunity to complete their “Agent of Change” project, and also earn their “Inside Government” legacy badge.

Staff has attached a quote of the recycling container found near the Village Green, and recommends the SEC and Troop 40459 consider this style container.

**Attachment:**

- Recycling Container Quote From Public Works and Picture.



P.O. Drawer 330, Dunkirk, MD 20754  
 1.800.368.2573 (USA + Canada) TEL 301.855.8300 FAX 410.257.7579  
 VICTORSTANLEY.COM

**SALES QUOTE**

**Sales Quote No:** SQ79164  
**Revision Number:** 1  
**Sales Quote Date:** 03/31/16

**Sell To:**

The Village at Lake Bluff  
 Jake Terlap  
 Public Works Building 640  
 Rockland Road  
 Lake Bluff, IL 60044

**Customer No:** C017465  
**Phone No:** 847-735-2310  
**Contact Name:** Jake Terlap  
**Contact Phone No:** 224-588-7804  
**Terms:** Pending  
**Associate:** Whitney Jones

**Project Name:** VILLAGE OF LAKE BLUFF  
**Project Location State:** IL

**Ship To:**

Village of Lake Bluff Public  
 Public Works  
 Jake Terlap  
 640 Rockland Road  
 Lake Bluff, IL 60044

**Ship Via:** Contract Carrier  
**Ship Freight:** Prepaid  
**Shipping Method:** FOB Factory

**This Quote is valid for** 30 **days.**

**Estimated Lead Time:** Allow 6 to 8 (weeks)  
 for Production of your order.

*All credit determinations are made by our Credit Department.*

**Comments:**

- \* Orders are released into production upon receipt of signed sales/purchase order, credit determination and (where applicable) deposit, payment bond, etc.
- \* All products must be permanently affixed to the ground. Consult your local codes for regulations. Anchor bolts NOT provided.
- \* Common Carrier unloading is the responsibility of the receiver.
- \* While the vast majority of our components satisfy Buy America requirements, we must know if there are Buy America requirements before the order is placed.
- \* It is the buyer's sole responsibility to inspect shipments at the time of delivery; any damage, loss, or shortage must be noted on the signed Proof of Delivery and reported to Victor Stanley within seven (7) days.
- \* This quote is valid for shipment within normal production time. No deferred shipping dates are accepted without prior written approval.
- \* Pricing is for standard decals.

QTY	Model No.	Description	Unit Cost	Total Price
3	PSA-32	ProTone Series 36-Gallon Litter Receptacle PSA-32 Components Black Black Plastic Liner Interior Steel Sleeve Sleeve - Same Color as Receptacle Standard Tapered Formed Lid Lid - Same Color as Receptacle	1,048.00	3,144.00
1	PSA-32	ProTone Series 36-Gallon Litter Receptacle PSA-32 Components Black	1,208.00	1,208.00

Many Victor Stanley, Inc. products are covered by patents including but not limited to the following:  
 USA Patents D458,431 S; D441,932 S; D452,760 S; D450,166 S; D445,982 S; D483,538 S; D487,177 S; D487,537 S; D487,538 S; D454,238 S; D476,455 S; D476,454 S; D417,053; 6,339,944 B1; D385,231; 5,660,907; 5,791,047; D386,012; D376,937; D383,615; D376,271; D384,512; D523,263 S; D632,620 S; D526,805 S; D585,793 S; D582,169 S; D578,792 S; D579,694 S; D585,220 S; D573,766 S; D573,769 S; D553,821 S; D535,209 S; D586,144 S; D578,684 S; D578,783 S; D581,173 S; D581,188 S; D563,889 S; D578,227 S; D579,885 S; D542,693 S; D561,967 S; D595,915 S; D595,916 S; D599,570 S; D601,770 S; D602,221 S; D606,271 S; D595,973 S; D601,823 S; D607,229 S; D609,933 S; D586,062 S; D621,295 S; Canada 98101; 96040; 96159; 98103; 96108; 110953; 110954; 117181; 126714; 126322; 126323; 130714; 130717; 126317; 126318; 126319; 126320; 126321; 130652; 130653; 130715; 130716; Canada Patent 2,184,349; Mexico Reg. Des. 001871; 28182; EC Reg. Des. 000475579-0001; 000503297-0001; 000762638-0001; 000861404.  
 Other Patent(s): Pending.



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**Ship Via:** Contract Carrier  
**Ship Freight:** Prepaid  
**Shipping Method:** FOB Factory

**This Quote is valid for** 30 **days.**

**Estimated Lead Time:** Allow 6 to 8 (weeks)  
 for Production of your order.

*All credit determinations are made by our Credit Department.*

QTY	Model No.	Description	Unit Cost	Total Price
		Black Plastic Liner		
		Interior Steel Sleeve		
		Sleeve - Blue		
		Recycle Lid Large PS		
		Lid - White		
		Lid Decal		
		per Approved Layout #		
3	REPLACELI	Replacement Lid w/Hardware For Existing PSA-32 w/Plastic Liner Black Tapered Formed Lid	120.00	360.00
1		Freight	245.00	245.00

**Sub-Total:** 4,957.00  
**Total Sales Tax:** 0.00

**Total:** 4,957.00  
*All figures are in US Dollars*

Many Victor Stanley, Inc. products are covered by patents including but not limited to the following:  
 USA Patents D458,431 S; D441,932 S; D452,760 S; D450,166 S; D445,982 S; D483,538 S; D487,177 S; D487,537 S; D487,538 S; D454,238 S; D476,455 S; D476,454 S; D417,053; 6,339,944 B1; D365,231; 5,660,907; 5,781,047; D386,012; D376,937; D363,615; D376,271; D384,512; D529,263 S; D532,620 S; D528,805 S; D585,793 S; D582,169 S; D576,792 S; D579,694 S; D585,220 S; D573,766 S; D573,769 S; D553,821 S; D535,269 S; D586,144 S; D579,684 S; D578,783 S; D581,173 S; D581,188 S; D563,689 S; D579,227 S; D579,685 S; D542,693 S; D561,967 S; D595,915 S; D595,916 S; D569,570 S; D601,770 S; D602,221 S; D606,271 S; D595,973 S; D601,823 S; D607,229 S; D609,933 S; D586,062 S; D621,295 S.  
 Canada D98101; 96340; 96159; 98103; 96108; 110953; 110964; 117181; 126714; 126322; 126323; 130714; 130717; 126317; 126318; 126319; 126320; 126321; 130662; 130663; 130715; 130716. Canada Patent 2,184,348. Mexico Reg. Des. 001874; 28182.  
 EC Reg. Des. 000475579-0001; 000503297-0001; 000762638-0001; 000961404.  
 Other Patent(s) Pending.

## STANDARD TERMS OF PRODUCTION

### TAXES

Prices on the specified products are exclusive of all city, state and federal excise taxes, including, without limitation, taxes on manufacture, sales, receipts, gross income, occupation, use and similar taxes. It is the responsibility of the purchaser to remit to the appropriate state or local authority all state sales tax not herein designated as well as the applicable use taxes, local taxes, permits and fees of any kind.

### REGULAR PAYMENT TERMS

All payment terms are determined by the credit department. No order will be processed or placed into production until credit has been determined and a deposit has been received (if required). Purchaser is responsible for the timely payment of Victor Stanley's invoices within Victor Stanley's payment terms. In the unlikely event that collection activity is necessary due to the non-payment of past due invoices, Purchaser agrees that all collection charges, legal fees and interest incurred in such collection activity will be the sole responsibility of the Purchaser.

### CANCELLATION FEE

Victor Stanley, Inc. manufactures all products to specific orders, and therefore reserves the right to charge a 30% cancellation fee if this order is canceled by the Buyer while goods are in production.

### DELIVERY

All prices are FOB Factory unless otherwise stated by Victor Stanley, Inc. in writing.

### INTEREST

If Buyer fails to pay in accordance with the terms of this agreement, an interest charge of 1.5% per month may be added to the unpaid balance.

### ATTORNEYS' FEES

In the event that the Buyer fails to timely pay for the goods in accordance with the terms of this agreement or is otherwise in breach of its obligations to Victor Stanley, Inc., Buyer agrees to pay to Victor Stanley, Inc. the cost of collection, including its reasonable attorney's fees and suit costs.

### DELAYS

Our lead time is an estimate only and Victor Stanley, Inc. is not responsible for any delays in our previously quoted or estimated shipping time. Victor Stanley, Inc. will not be liable for any delay in the performance of orders or contracts, or in the delivery or shipment of goods, or for any damages suffered by Buyer by reason of such delay, if such delay is, directly or indirectly, caused by, or in any manner arises from, fires, floods, accidents, civil unrest, acts of God, war, governmental interference or embargoes, strikes, labor difficulties, shortage of labor, fuel, power, materials, or supplies, transportation delays, or any other cause or causes (whether or not similar in nature to any of these herein before specified) beyond its control.

### NONCONFORMITY

All products made by Victor Stanley, Inc. are inspected before shipment, and should any of such materials prove defective due to faults in manufacture, or fail to meet the written specifications accepted by Victor Stanley, Inc., Buyer shall not return the goods, but notify Victor Stanley, Inc. immediately, stating full particulars in support of claim, and Victor Stanley, Inc. will either replace goods upon return of the defective or unsatisfactory material or adjust the matter fairly and promptly, but under no circumstances shall Victor Stanley, Inc. be liable for consequential or other damages, losses, or expenses in connection with or by reason of the use of or inability to use materials purchased for any reason.

### LIMITED WARRANTY

We warrant to the original purchaser the goods manufactured by us to be free from defects in material and workmanship for one year under normal use and service. Our obligation under this warranty shall be limited to the repair or exchange of any part or parts which may thus prove defective under normal use and service within one year from date of delivery, and which our examination shall disclose to our satisfaction to be defective. This warranty expressly excludes acts of misuse, vandalism or freight damage. Ductile Iron castings include a 10-year limited warranty against breakage. **THIS WARRANTY IS EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES EXPRESSED OR IMPLIED INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR USE AND OF ALL OTHER OBLIGATIONS OR LIABILITIES ON OUR PART.**

### CONDITIONS

All orders or contracts are accepted with the understanding that they are subject to Victor Stanley, Inc.'s ability to obtain the necessary raw materials, and all orders or contracts as well as shipments applicable thereto are subject to Victor Stanley, Inc.'s current manufacturing schedules, and government regulations, orders, directives, and restrictions that may be in effect from time to time.

### CONTROLLING PROVISIONS

These terms and conditions shall supersede all provisions, terms and conditions contained on any confirmation order, or other writing Buyer may give or receive, and the rights of the parties shall be governed exclusively by the provisions, terms and conditions hereof. Victor Stanley, Inc. makes no representations or warranties concerning this order except such as are expressly contained herein, and this order may not be changed or modified orally.

### CONTROLLING LAW

Any controversy or claim arising out of or relating to this order or the performance or breach thereof shall be governed by the laws of the State of Maryland and Buyer authorizes and agrees that suit may be brought within the State of Maryland by Victor Stanley, Inc. to collect for any breach of Buyer's obligations to pay for the goods.

### SHIPPING CLAIMS

It is the sole responsibility of the Buyer to inspect all shipments at the time of receipt, both by comparing the number of packages received to the number outlined on the Bill of Lading, and by inspecting the packaging for damage. Damage, loss, or shortage must be noted on the signed Proof of Delivery prior to the departure of the delivery driver, and must be reported to Victor Stanley, Inc. within seven (7) days. Replacement cannot be guaranteed for damage, loss, or shortage not clearly noted on delivery paperwork and promptly reported to Victor Stanley, Inc. This includes damage to materials that will be stored for later use.

**STANDARD RECYCLE LID DECAL**

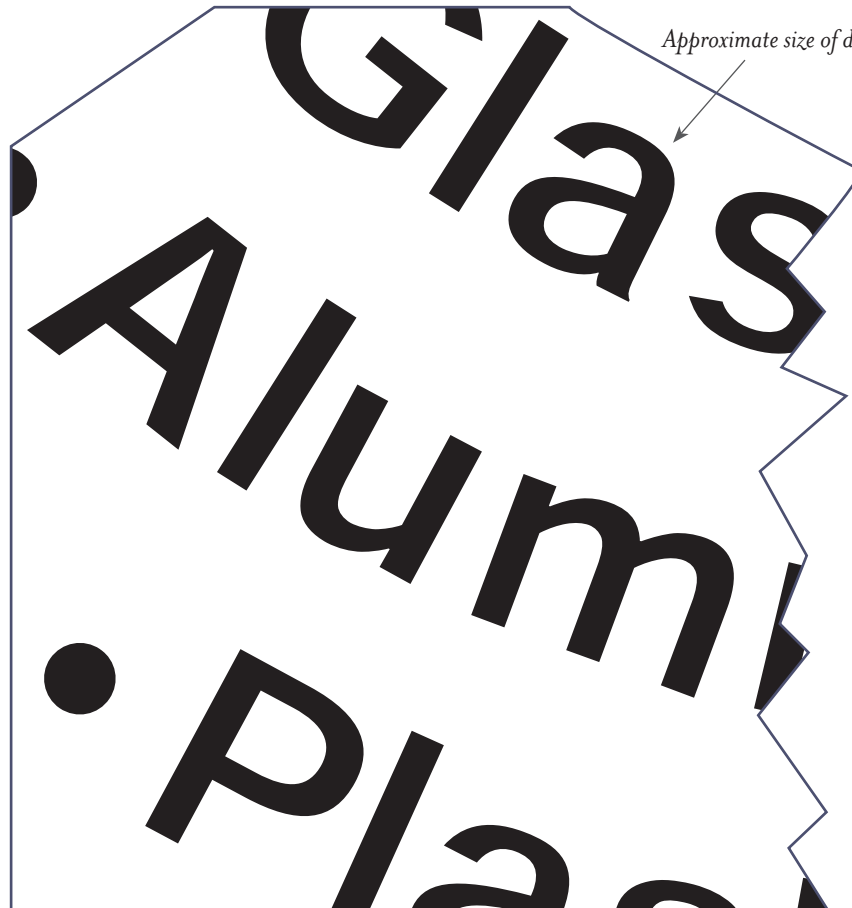
**Graphics Application:** The graphics will be digitally printed onto a pressure sensitive vinyl decal and applied to the lid.  
**Lid Diameter:** 24 1/2"  
**Decal Size:** 22" outer diameter  
**Vinyl Material Color:** Clear  
**Printed Color(s):** Intense Blue & Black

*This option is available for the following product: PSA-32, PSO-32, NSDC-36*

**CUSTOMER APPROVAL**

Jake Terlap

DATE:   4   /   8   / 2016



*Specifications are subject to change at manufacturer's discretion to ensure proper fit and/or optimum output.*

# MEMORANDUM

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**Date:** February 17, 2017

**To:** Co-Chair Rener and Co-Chair Puryear and SEC Members

**From:** Franco Bottalico, Administrative Intern

**Subject:** Draft Beekeeping Pilot Program



NORTH SHORE LIFE  
LAKE BLUFF STYLE

Staff has created an outline of a draft beekeeping pilot program for the SEC to review, revise (if necessary), and consider forwarding to the Village Board.

**Attachment:**

- Draft Backyard Beekeeping Pilot Program Outline with Attachments

## **Lake Bluff Draft Beekeeping Pilot Program Outline**

- 1.) **Locations:** All residents in the following Village Zoning districts are permitted to keep domestic honeybees and hives on their property: C-E; E-1; E-2; R-1; R-2; R-3; R-4; and R-6. Permission for districts not listed here residents can submit a request directly to the Village Board.
- 2.) The keeping of non-domestic bees is prohibited.
- 3.) **Notification:** Prior to establishing a hive, applicants must notify the Village by completing and submitting an application for beekeeping and proving proof they have registered with the Illinois Department of Agriculture. In addition, residents must submit written proof of notice to all adjacent property owners, in a form provided by the SEC (attached). Notification to adjacent property owners is not required for renewals by any applicant that previously complied with this notification requirement in receiving a prior valid beekeeping license from the Village, unless a new adjacent property owner has occupied residency since submission of the form to the Village (“**Adjacent Property Owner**” - All persons or entities that own real property that share a property line(s) with the beekeeping applicant’s property. Government owned property and/or utilities are not considered adjacent property owners).
- 4.) **Registration:** All beekeepers must register their hives with the Village of Lake Bluff and submit proof that they have registered their hives with the Illinois Department of Agriculture.
- 5.) **Hives:** All bees must be kept in inspectable type hives with removable combs, which must be kept in sound and usable condition. No more than one hive per residence shall be permitted. Hives shall only be permitted in a resident’s backyard. Hives must be a minimum of five (5) feet from any property line and must be kept a minimum of ten (10) feet from any sidewalk or publicly designated path, primary residence, and if possible, kept out of view from neighbors and the public way. Hives may not be located in the front yard of a residence. Hives must be placed in locations accessible for inspectors to safely access on a routine basis. The maximum number of hives that may be located on a property is three (3) hives, unless determined by the Village Board.
- 6.) **Fencing and hedges:** If the backyard of a residence does not have preexisting fencing, all hives must be enclosed by fencing or a hedge within no less than a 20x25 foot area with a secure gate, and signage warning of the presence of a bee hive on the property, and to act as a deterrent to accessibility from unauthorized person(s), children, or animals.  
**Flyway barrier:** The beekeeper shall maintain a flyway barrier at least six (6) feet in height consisting of a solid wall, fence, dense vegetation or combination thereof that is parallel to the property line and extends ten (10) feet beyond the colony in each direction so that all bees are forced to fly at an elevation of at least six (6) feet above ground level over the property lines.
- 7.) **Water:** Each beekeeper must ensure that a convenient source of water is available at all times to the bees so that the bees will not congregate at swimming pools or other water sources where they may cause human, bird, or domestic pet contact. The water shall be maintained so as not to become stagnant.
- 8.) **Queens:** In any instance in which a colony exhibits unusually aggressive characteristics by stinging or attempting to sting without due provocation, or exhibits an unusual disposition towards swarming, it must be the duty of the beekeeper to requeen the colony. Queens must be selected from stock bred for gentleness and non-swarming characteristics.
- 9.) **Maintenance:** It is the responsibility of the beekeeper to properly maintain and care for bees and the hives in a manner acceptable to beekeeping best practices.
- 10.) **Nuisance:** No person and/or property owner shall be allowed to violate Title 4, Chapter 1 “Nuisances” of the Lake Bluff Municipal Code. Failure to adhere to these rules constitutes a nuisance under the Lake Bluff Municipal Code.



**VILLAGE OF LAKE BLUFF  
ADJACENT PROPERTY OWNER NOTIFICATION FORM**

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“**Adjacent Property Owner**” - All persons or entities that own real property that share a property line(s) with the beekeeping applicant’s property. Government owned property and/or utilities are not considered adjacent property owners.

Street Address of Beekeeping Applicant:

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Number of Hives on Beekeeping Applicant’s Property:

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**Adjacent Property Owner:**

**BY SIGNING THIS NOTICE, I AM CONFIRMING THAT I HAVE BEEN NOTIFIED OF MY NEIGHBOR’S INTENT TO KEEP BEES ON HIS/HER PROPERTY.**

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Name/Address/Signature of Adjacent Property Owner

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Name/Address/Signature of Adjacent Property Owner

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Name/Address/Signature of Adjacent Property Owner

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Name/Address/Signature of Adjacent Property Owner

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Name/Address/Signature of Adjacent Property Owner

If you have any questions or concerns, please direct them to Drew Irvin, Village Administrator 847-283-6883 and/or email [dirvin@lakebluff.org](mailto:dirvin@lakebluff.org).



# MEMORANDUM

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**Date:** February 17, 2017

**To:** Co-Chair Rener and Co-Chair Puryear and SEC Members

**From:** Franco Bottalico, Administrative Intern

**Subject:** A Discussion Regarding an Upcoming Report to the Village Board



NORTH SHORE LIFE  
LAKE BLUFF STYLE

In order to outline the SEC's report to the Village Board, Staff has created a draft memo for your consideration. It is anticipated that this memo will be forwarded to the Village Board for the Trustee's Committee-of-the-Whole meeting on February 27, 2017. The memo outlines the SEC's purpose, an overview of the SEC's recommended list of goals/tasks, and serve as point of discussion for the Village Board's thoughts on the in-progress beekeeping and backyard chicken pilot programs.

**Attachment:**

- Draft Memo addressed to the Village Board of Trustees

# MEMORANDUM - DRAFT

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**Date:** February 24, 2017

**To:** President O'Hara and Members of the Committee-of-the-Whole

**From:** Drew Irvin, Village Administrator

**Subject:** **Discussion Regarding the SEC's Progress**

Established on October 26, 2015, the Sustainability and Community Enhancement Committee (SEC) is an advisory body to the Village President, Board of Trustees and Village Administrator. There are seven Members of the SEC that are appointed to advise Village leadership on ways to (i) improve the sustainability of the Village and (ii) enhance the community environment and beautification efforts for all current and future residents.

The following information summarizes the current duties and authority granted to the SEC pursuant to the Village President and Board of Trustees:

- Develop a Sustainability Plan that explores community goals and/or strategies relating to Social Equity, Energy Conservation, Climate Change, Economic Development, Disaster Mitigation, Public Health, Community Resiliency, and Green Energy Production;
- Develop a Village Beautification and Enhancement Program that addresses auto, pedestrian, and bicycle transportation routes. The Program should also provide beautification guidance and objectives on all Village-owned property;
- Examine the Village's progress in implementing the SWALCO Solid Waste 60% Recycling Task Force;
- Review the Village's stewardship role of certain natural assets (Skokie Conservation Area, Lillian Dell, etc.);
- Review and recommend Village regulatory modifications to further Village sustainability and beautification efforts;
- Review the Lake County All Natural Hazards Mitigation Plan for alignment with Village sustainability goals and objectives; and
- Partner with other local, regional, state, or national groups, as it aligns with our specific objectives, when appropriate.

Over the past several months the SEC has held public meetings and has invited various professionals and experts to educate the SEC on certain topics. The SEC has received educational presentations and discussions regarding the following agenda items:

- A Presentation from Walter Willis, Executive Director of the Solid Waste Agency of Lake County, IL (SWALCO), Regarding Agency Activities and Mission;
- A Presentation from David Bedrin, Board Member of Green Minds Lake Forest-Lake Bluff, Regarding Agency Activities and Mission;
- A Presentation from Sandra Hart, Lake County Board Member and Lake County Sustainability Staff;
- Jill Lenihan, Secretary for the Lake County Beekeepers Association and Jess Ray, Former Mayor of Mettawa, IL to hold an educational and informative discussion on apiaries and common local regulations;
- A Presentation from Evonda Thomas-Smith, Director of the City Of Evanston's Health and Human Services Department, Regarding Evanston's Recently Amended Beekeeping Ordinance, and a Presentation on Beekeeping from Lisa Hilgenberg, Chicago Botanic Garden Horticulturist; and
- Recommended the Village Board Endorse the Metropolitan Mayors Caucus' "Greenest Region Compact 2"

Currently the SEC has used U.S. Department of Housing and Urban Development's Sustainability Planning Toolkit as a guide in developing its sustainability goals. The SEC has recently completed Milestone 2 "Establish Sustainability Goals" and has created a prioritized list of goals/tasks to present to the Village Board. The list has been prioritized with respect to realistic goals and achievability. In this list the SEC has included a brief description of what each goal/task is, and has included an action and implementation strategy to achieve each individual goal/task. The SEC recommends the Village Board review the list of goals/tasks and offer any revisions, if necessary.

The first priority of the SEC is education. The SEC has agreed that education will be the Village's greatest tool in achieving public participation. The SEC has placed backyard chicken and beekeeping as its second priority due to the Village receiving requests by certain residents who wish to volunteer for these pilot programs. Attached are draft chicken and beekeeping pilot programs which have been developed from a blend of best practices and other comparable communities' ordinances. Before making any further revisions to the pilot programs, the SEC would like to receive feedback and guidance from the Village Board.

If approved the SEC will begin to work on Milestone 3 "Develop a Local Sustainability Plan." This requires the SEC and members of the community to collaboratively develop strategies and analyze potential measures to achieve these goals. At that time the SEC will recommend to the Village Board its final Sustainability Plan for their review.

SEC Members and Staff will be present to answer any concerns from the Village Board regarding the prioritized list and two pilot programs. In addition, a volunteer resident who wishes to participate in the beekeeping pilot program, Dr. Swee, will be in attendance to answer concerns from the Village Board regarding his property.

Attachment:

- List of Goals/Tasks
- Draft Chicken and Beekeeping Pilot Programs