CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
January 16, 2018
7:30 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes – December 11, 2017 Special City Council Meeting**

5. **Accounts Payable**

6. **Public Presentation**
   The public is invited to make an issue oriented comment on any matter of public concern not otherwise on the agenda. The public comment may be no longer than 5 minutes in duration. Interrogation of the City staff, Mayor or City Council will not be allowed at this time, nor will any comment from the Council. Personal invectives against City staff or elected officials are not permitted.

7. **Mayor's Report**

8. **City Council Reports**

9. **Consent Agenda**
   a. Class 16 Temporary Liquor License Request – Crystal Lake South Booster Club.
   b. "A Long Swim" Competitive Open Water Swim at Three Oaks Recreation Area – June 16, 2018.
   c. Crystal Lake Aquathon at Three Oaks Recreation Area – August 5, 2018.
   d. Continuation of the 1) Chicago Title and Land Trusts 1004004149 & 1004004152 and 2) Reinhardt/Kirk requests to the June 19, 2018 City Council meeting for the Annexation Public Hearings.

10. **Adjourn to Executive Session for the purpose of discussing matters of pending and probable litigation, the sale, purchase or lease of real property, collective bargaining, and personnel.**

11. **Reconvene to Regular Session.**

12. **Final Planned Unit Development Amendment to allow changes to the façade and additional signage for Steinhafels in the Crystal Point Shopping Center.**

13. **Final Planned Unit Development Amendment to allow changes to the façade for ULTA in the Crystal Point Shopping Center.**

14. **City Code Amendment to create a Class "29" Liquor License classification and increase the number of Class "29" Liquor Licenses from 0 to 1 – Mariano's, 105 Northwest Highway.**

15. **City Code Amendment to increase the number of Class "13" Liquor Licenses from the current permitted 28 licenses to 29 licenses – KA Sales (Exxon), 415 West Virginia Street.**

16. Sign Variations to amend the previously approved Common Sign Plan for the Sarillo Building at 1095 Pingree Road.

17. Annexation Public Hearing – Powers, 8733 Ridgefield Road; Ordinance authorizing execution of the Annexation Agreement; Adoption of the Annexation Ordinance and approval of the Planning and Zoning Commission recommendations and adoption of an Ordinance for rezoning upon annexation to the W-Watershed District and granting Special Use Permits for the existing wireless communications tower and outdoor storage of vehicles and materials.

18. Resolution authorizing execution of a two-year agreement with Straight Shooter Gallery, LLC/dba On Target and Tactical Training for Police Officer firearms training.

19. Bid Award – Generator Maintenance Services.

20. Bid Award – Door and Gate Maintenance Services.

21. Bid Award – SCADA (Supervisory Control and Data Acquisition) System.

22. Council Inquiries and Requests.

23. Mercyhealth Crystal Lake, 875 S. Route 31 – Preliminary Planned Unit Development for a micro-hospital and medical center; Special Use Permit for a hospital and accessory uses including helipad; deferral to bury existing overhead utility lines until an areawide program is established.

24. Adjourn.

If special assistance is needed in order to participate in a City of Crystal Lake public meeting, please contact Jillian Austin, Executive Assistant, at 815-459-2020, at least 24 hours prior to the meeting, if possible, to make arrangements.

Agenda Item No: 9a

City Council
Agenda Supplement

Meeting Date: January 16, 2018

Item: Class 16 Temporary Liquor License Request – Crystal Lake South Booster Club

Staff Recommendation: Motion to approve issuance of a Class "16" Temporary Liquor License to the Crystal Lake South Booster Club.

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
The City has received a request from the Crystal Lake South Booster Club for the issuance of a Class "16" Temporary Liquor License in order to sell beer and wine at their Trivia Game Night on February 24, 2018 from 6:30 p.m. to 10:30 p.m. at the St. Elizabeth Ann Seton Catholic Church Parish Hall at 1023 McHenry Avenue.

Section 329-5-P of the City Code permits the issuance of a Class "16" Temporary Liquor License for the retail sale of beer and wine for consumption upon the premises specified in the license where sold. The license shall be issued to not-for-profit corporations qualified to do business in the State of Illinois. The license shall be for a period not to exceed three (3) days, and shall be issued only for special events sponsored by the not-for-profit corporation requesting the license.

Attached for City Council review is a copy of all support documentation regarding this request.

Votes Required to Pass:
Simple majority

Agenda Item No: 9b

City Council
Agenda Supplement

Meeting Date: January 16, 2018

Item: "**A Long Swim – Three Oaks**," a competitive open water swim event at Three Oaks Recreation Area

Council Discretion: Motion authorizing event approval of **A Long Swim – Three Oaks**, to be held on Saturday, June 16, 2018, at Three Oaks Recreation Area, subject to the recommended conditions.

Staff Contact: Melanie Nebel, Assistant to the City Manager

Background:

A Long Swim, an IRS-approved 501(c)3, is requesting approval to organize a charity open water swim event at Three Oaks Recreation Area on Saturday, June 16, 2018, to be called **A Long Swim – Three Oaks**. This event has been successfully held for the past two years at the park. There are no changes to this year's request, and City Staff will work closely with the petitioner to help ensure a successful event.

The swim is expected to begin at 7:00 a.m. and end at approximately 10:00 a.m. Setup at the Three Oaks Recreation Area would begin on Friday evening, June 15th, and at 5:00 a.m. on the 16th, and will be taken down by 12:00 p.m. on the 16th. The race format will include three open water swim lengths, all of which will be familiar with triathletes, plus the possibility of a fourth distance that will appeal to open water purists:

- 1,500 meters, which coincides with the swim leg of an Olympic triathlon
- 1.2 miles, which coincides with the swim leg of a half Ironman triathlon
- 2.4 miles, which coincides with the swim leg of a full Ironman triathlon
- 5K, or 3.1 miles [Tentative]

Registration is expected to be $60 - $70 per swimmer, with incentives for the swimmers to raise contributions for A Long Swim. Local merchant involvement will be solicited for sponsorship, in-kind donations and other support. Often, merchants like to be associated with the endurance athlete/triathlete demographic, and this will be a good opportunity for the Crystal Lake area merchants to make that association.

To make the event more festive, a music and public address system will be used.

In addition to all of appropriate safety precautions (see below) **A Long Swim – Three Oaks** will have an electronic timing system provided and operated by ChampionChip 24/7 of Mattoon.

The swim will be completely contained at the Three Oaks Recreation Area. A proposed course map is attached.

Petitioner Background:

A Long Swim was started by Douglas McConnell as the fundraising vehicle for his marathon swims (defined as an open water swim of 10K or greater, about six miles). A Long Swim borrows its acronym from ALS, also known as Lou Gehrig's disease, and has focused its efforts on funding ALS research, mostly at Northwestern University in Chicago. ALS is a disease that has had a deep impact on McConnell's family, and A Long Swim has been successful at raising about $400,000 for that research.

Doug McConnell started swimming as a seven year old age-grouper in East Dundee. After swimming for the Elgin YMCA through high school, McConnell was an unrecruited walk-on swimmer at the University of Illinois, where he was a four-year varsity letter winner, two-time Most Valuable Swimmer, and Team Captain.

McConnell started training for and competing in open water swimming events in 2005. In 2009, he made plans to train to swim the English Channel, and in 2011 became the 48th person over the age of 50 to complete the swim. He followed it with swims of the Catalina Channel in California in 2012 and a circumnavigation of Manhattan Island in New York in 2014. By completing those three swims, McConnell became the 89th person in the world to achieve the "Triple Crown of Open Water Swimming," and was the 15th person to have completed all three over the age of 50. McConnell also swam the 27-mile swim between Molokai and Oahu in Hawaii in July 2016.

Despite its appearances, marathon swimming is the ultimate team sport, and McConnell credits the A Long Swim team for the success of his swims. The A Long Swim team includes his wife, Susan, and his four adult children. Borrowing a page from that book, **A Long Swim – Three Oaks** will take full advantage of the A Long Swim team, and includes Project Manager Kim McIver, who has extensive background in organizing and executing charity endurance events.

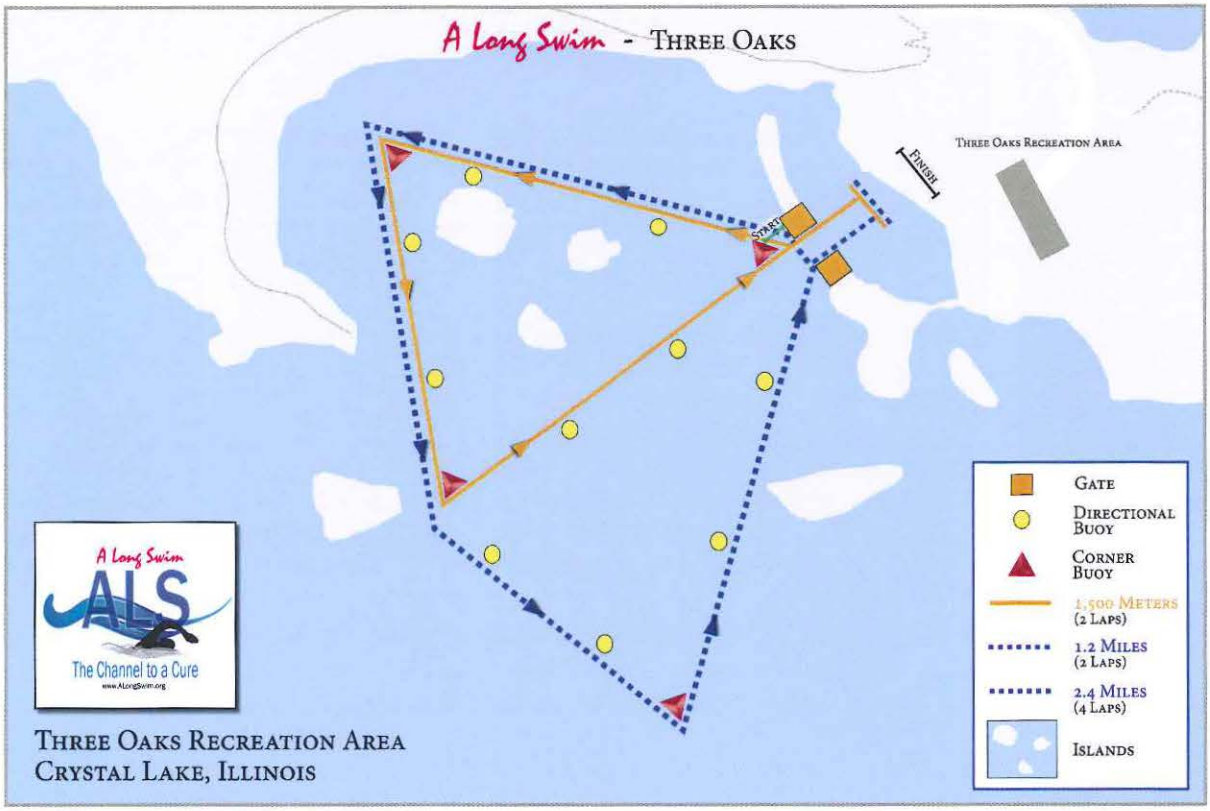
To broaden the reach of A Long Swim's efforts beyond just his swims, McConnell and the Les Turner ALS Foundation have hosted open water swims in 2014, 2015 and 2016. In 2016, A Long Swim expanded the opportunities for open water swimming into a series of events, including **A Long Swim – Lake Zurich**, **A Long Swim – Three Oaks**, and **A Long Swim – Tower Road Beach** to be held in Winnetka. All three are expected to be hosted again in 2018.

Three Oaks Recreation Area Impact:

The open water swim will be taking place during the early-morning fishing hours, but should be complete before the beach opens for its traditional hours. A Long Swim is working with City and TORA staff regarding off-site parking for the event, so (other than ~50 parking spots that

volunteers and workers may occupy) the Three Oaks parking lot area would be reserved for guests using the marina and (later) the beach.

The proposed course map for **A Long Swim – Three Oaks** follows:



- The 1,500 meter swimmers will complete the brown triangle two times.
- The 1.2 mile swimmers will complete the blue parallelogram two times.
- The 2.4 mile swimmers will complete the blue parallelogram four times.
- The 5K (if included) will generally follow the blue course, but will require some customization

Inconvenience to Three Oaks Visitors

The use of the lake at the Three Oaks Recreation Area would require three restrictions on the public's access.

1. City staff recommends that sailboats not be allowed on the lake during the event. Sailboats are often difficult to control and may inadvertently travel into the race course area. Due to the imprecise movements of sailboats, City staff recommends that sailboats not be allowed on the lake until 10:00 am, at which point all open water swimmers should be clear of the water.
2. The public (specifically, fishermen) will be allowed on the lake, but would be asked to avoid certain portions of the lake during the swim. The northern portion of the south lake

would be restricted from public access by buoy markers. The Fire Rescue Department and Three Oaks staff would have emergency/service boats on the water to ensure the public's safety.

3. The public access to the sand beach would be limited until 10:00 am, so it is anticipated that public access to the swim water would not be substantially impacted.

In addition, the petitioner would need sole use of approximately 50 parking spots in the upper parking lot for volunteers and workers at the event, and will request some equipment storage area in the main building overnight on June 15th.

Required Costs: (to be paid by petitioner)

1. Fire Rescue would require an ambulance with two personnel to standby for the race, as well as a boat with three personnel. The anticipated cost for Fire Rescue services with the triathlon is $1,240.00. The following is a breakdown of Fire Rescue Department costs:

Ambulance with two personnel:	$124.00/hour
Boat 399 with three personnel:	$186.00/hour
Shift Commander	Salary
Total for 1 hour:	$310.00
Four hour minimum:	x 4
Minimum Total:	**$1,240.00**

2. Three Oaks Recreation Area Costs:

Non-Refundable	*Fee*
Application Fee	$75
Out of City Organization	$150
Three Oaks Service Boat Fee	$36 ($12 per hour x 3 hours)
Three Oaks General Staff Fee	$450 ($15 per hour x 5 hours x 6 staff)
Three Oaks Lifeguard Fee	$800 ($20 per hour x 4 hours x 10 guards)
Total Non-Refundable Fee	**$1,511**
Refundable	*Fee*
Refundable Event Damage	$1,000
Total Refundable Fee	**$1,000**

Recommended Conditions:

City staff has reviewed the petitioner's request and offers the following conditions:

1. Three Oaks Recreation Area Conditions:
    a. Comply with all City Code regulations, Special Event requirements, and Pavilion rental requirements, including all insurance requirements. Insurance certificates need to be provided annually.

b. The use of tents or canopies is subject to review by the Fire Prevention Bureau. The petitioner shall provide a detailed site plan for tents or canopies prior to the event.

c. Maintain access to all fire lanes and the south lake marina boat ramp. Provide a plan for all on-site signage prior to the event, which shall be reviewed by the City and approved prior to placement.

d. Receive approval from 3rd party property owners for off-site parking. Remote parking / shuttle service locations and signing plans will need to be submitted. A sign plan for the remote parking locations will be submitted to the City's Building Division for approval. **The City must receive the written authorization by the 3rd party property owner for parking.**

e. Agree that any traffic control activities shall be performed by a competent contractor approved by the City Engineer.

f. Inform event attendees prior to the event that all participants in **A Long Swim – Three Oaks** should plan to park in the designated off-site parking. If there are few enough cars, the City has allowed for parking at Three Oaks, and A Long Swim has paid the parking fees.

g. Submit for City approval, severe weather plans and an evacuation plan.

h. Sound system shall not disturb other users of the park.

i. All temporary electrical items shall comply with the 2005 Electric Code and shall be subject to City inspection.

j. All egress gates will be unobstructed at all times.

2. The City will have flexibility in designing the race course based on any concerns from City Departments.

3. A Long Swim must provide the City with a site plan for set-up at the Three Oaks Recreation Area and parking plan for the event for review by City Departments.

4. Work with the City Staff as to the positioning of volunteers. If no volunteers are willing and/or able to participate, the additional locations would need to be covered by officers.

5. All debris created by the event shall be cleaned up during and after the event.

6. Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement. Also, all participants should sign a waiver releasing the City from any liability related to their participation in the triathlon.

7. If tents or canopies will be used, the petitioner shall contact the Fire Rescue Department for further review.

8. Any additional permits or requests for signage shall be made through the Engineering Division.

9. In the case of inclement weather, an alternate date can be approved by the City Manager. A Long Swim is working with Ms. Nebel and Mr. McPherson to determine an appropriate date.
10. The petitioner is responsible for the required costs for Fire, staffing and use of Three Oaks Recreation Area.
11. A Long Swim must provide the proof of volunteers, insurance, off-site parking approval, severe weather and evacuation plan, proof of traffic control rental, and liability waivers by June 1, 2018 or the event may be cancelled.

The petitioner is aware of the recommended conditions and will be present at the meeting.

Votes Required to Pass:

Simple majority vote of the City Council.

Agenda Item No: 9c

City Council
Agenda Supplement

Meeting Date: January 16, 2018

Item: Crystal Lake Aquathon at Three Oaks Recreation Area

Council Discretion: 1. Motion authorizing approval of the Crystal Lake Aquathon, to be held on Sunday, August 5, 2018, at Three Oaks Recreation Area, subject to the recommended conditions.

Staff Contact: Melanie Nebel, Assistant to the City Manager

Background:
Smith Physical Therapy and Running Academy (Smith PT/RA) is requesting approval to organize the Crystal Lake Aquathon at Three Oaks Recreation Area on Sunday, August 5, 2018. The event was successfully held for the first time last year at Three Oaks Recreation Area. There are no changes to this year's request, and City Staff will work closely with the petitioner to help ensure a successful event.

An aquathon is a continuous, two-stage race involving swimming followed by running. There are two distances: an Olympic Aquathon and a Sprint Aquathon. There will also be a swim only option for a long-distance swim. The swim only option would be to attract those triathletes who are training for an Ironman race (Ironman Wisconsin is held approximately 4 weeks after the CL Aquathon).

The aquathon would begin at approximately 7:00 a.m. and end at approximately 12:00 p.m. Setup at the Three Oaks Recreation Area would begin on the evening of Saturday, August 4^{h}. The race format would include an Olympic Aquathon, a Sprint Aquathon, and a long-distance swim only option (2 Mile Swim). The Olympic Aquathon would consist of a 1.2k swim and 10k run. The Sprint Aquathon would consist of a 500m swim, and 5k run. The 2 Mile Swim would consist of a 2-mile swim. The entire event would take place within the Three Oaks Recreation Area property. It is anticipated that 100-150 attendees will participate in this Aquathon.

This is the same plan as 2017, which was successful in terms of having 83 participants and 91 volunteers without incident and support of the Crystal Lake Fire Department and the City of Crystal Lake.

Petitioner Background:

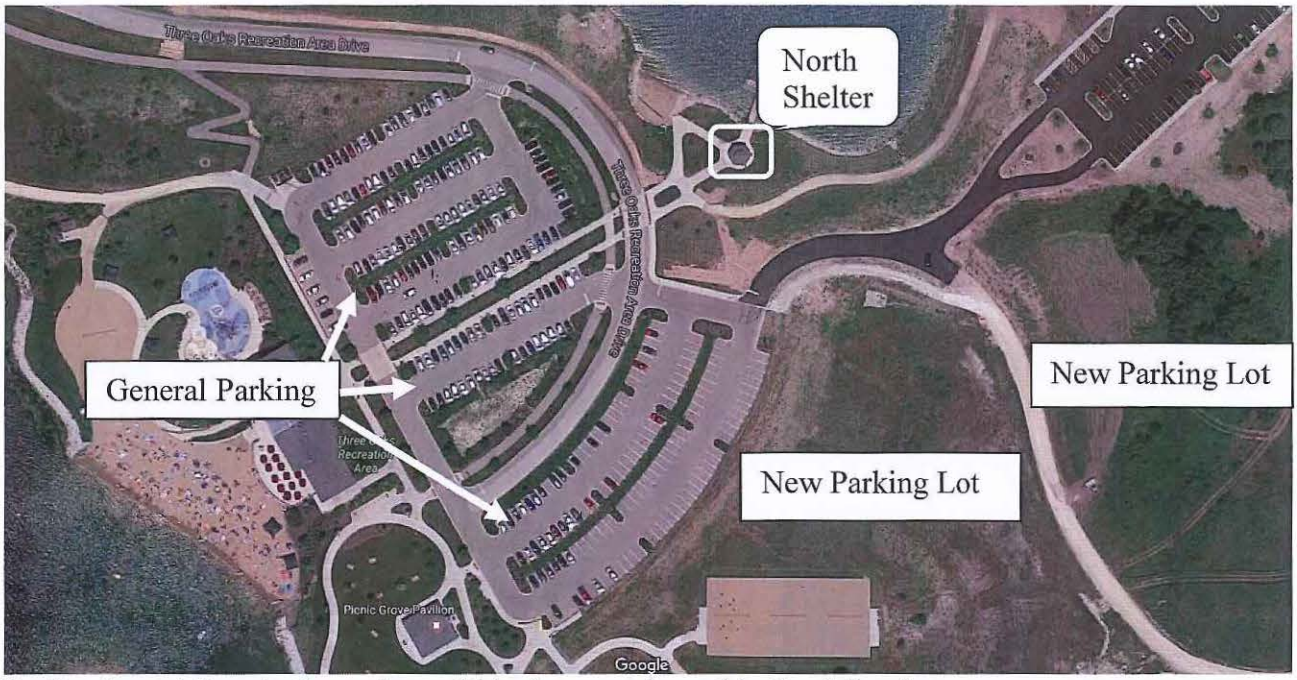
Smith PT/RA is owned by Crystal Lake resident Denise Smith, a certified manual physical therapist who has been practicing for 15 years. She is also a certified running technique coach and the only Pose Master Coach in the Midwest. Her passion lies in injury prevention and showcasing Crystal Lake for its community support, natural beauty, and athletic population. Smith coordinated the first annual Crystal Lake Aquathon on August 6, 2017.

Last year's event was a success, with the help of a strong volunteer team, continued support of the residents, local business owners, City of Crystal Lake, and Three Oaks Recreational Area. Smith is in contact with local race directors, Trudy Wakeman and Matt Wehby, who have again offered to act as mentors/advisors this year. Previous concerns voiced by the City Council were lack of volunteers, parking restrictions, and interrupting normal operations at Three Oaks. All of these issues were addressed without difficulty in 2017.

Three Oaks Recreation Area Impact:

The event will be occurring the first Sunday in August. Though this is a popular day for residents to visit Three Oaks, care will be taken to ensure guests can still enter the park and use the marina and beach facilities. Triathlon participants and guests would be referred to park onsite in the new parking lots as depicted below. The $5 parking fee will be incurred for all non-Crystal Lake residents that park at Three Oaks through collection during registration. We are requesting that all non-resident volunteers have their parking fee waived by the City as a show of our appreciation for their time and talent. The North Lake shelter will be used for race registration cleared immediately after the start of the race to allow for usage as needed by guests to Three Oaks.

The will be no impact to the Board House, Quarry Cable Park and Grille, concession area or the Beach because the race will be completed by 10:00 am. The marina will be open during the event, however portions of the lake will be closed to watercraft until the event is completed. The event may draw participants to utilize the Beach and Quarry Cable Park and Grille after the completion of their race. The 2017 race yielded increased exposure for the entire Park area with race attendees coming from Michigan, Indiana, Wisconsin, downtown Chicago, and southern Illinois.



On Sunday, visitors to the park would be inconvenienced in the following ways:

- The swim beach would be used between 7:00 am and 8:30 am. The swim portion takes approximately 1-2 hours to complete. Staff will begin cleaning the beach as soon as the last swimmer is done to get the beach open by 10:00 am. The swim course would be set up inside the islands reserving the majority of the lake for fishermen. See the attached race course map.
- The marina will be open, however a portion of the lake will be closed to watercraft until the event is completed at 10:00 a.m.
- Signage will be utilized to notify guests of Three Oaks that the race may interfere with trail walking. As well, gate attendees will be on hand to alert guests of the race status.

<u>Swimming Portion of the Race – Three Oaks Lake Usage</u>

The use of the lake at the Three Oaks Recreation Area would require two restrictions on the public's access.

First, the public would not be able to access the entire lake during the swim portion of the race. The northern portion of the south lake would be restricted from public access by buoy markers. In addition, public access to the lake may be delayed while swimmers are in the water. Guests renting boats will be notified of the race on the lake and instructed to stay clear of the race area on the water. The Fire Rescue Department and Three Oaks staff would have emergency/service boats on the water to ensure the public's safety.

Second, the public access to the sand beach would be limited during the swim portion of the race. Since public swimming does not begin until 10:00 am, it is anticipated that public access to the swim water would not be substantially impacted.

The City Council has approved a similar swim course for the Triathlon and A Long Swim events held in the past.



Olympic Swim Map



Sprint Swim Map



IronDistance Swim Map

Running Portion of the Race – Three Oaks Trail Usage

The race portion of the triathlon will occur on existing trails. It is not anticipated that these areas will need to be closed to the general public during the race but signage will alert the general public of the trail usage. The race course map shows the running course. The petitioner has secured approval from the Quarry Cable Park staff regarding the portion of the run that goes through the Cable Park property. The run portion of the event will finish at the Quarry Cable Park where a post-race celebration will take place. The petitioner is working with Quarry Cable Park staff to finalize these details.



Run Map

Required Costs: (to be paid by petitioner)

1. Fire Rescue would require an ambulance with two personnel to standby for the race, as well as a boat with three personnel. The anticipated cost for Fire Rescue services with the aquathon is $1,240.00. The following is a breakdown of Fire Rescue Department costs:

Ambulance with two personnel:	$124.00/hour
Boat 399 with three personnel:	$186.00/hour
Shift Commander	Salary
Total for 1 hour:	$310.00
Four hour minimum:	x 4
Minimum Total:	**$1,240.00**

2. Three Oaks Recreation Area Costs:

Non-Refundable	*Fee*
Application Fee	$75
Three Oaks Service Boat Fee	$36 ($12 per hour x 3 hours)
Three Oaks General Staff Fee	$450 ($15 per hour x 6 staff (5 hours))
Three Oaks Lifeguard Fee	$360 ($10 per hour x 12 guards (3 hours))
Total Non-Refundable Fee	**$921**
Refundable	*Fee*
Refundable Event Damage	$500
Total Refundable Fee	**$500**

Recommended Conditions:

City staff has reviewed the petitioner's request and offers the following conditions:

1. Three Oaks Recreation Area Conditions:
    a. Comply with all City Code regulations, Special Event requirements, and Pavilion rental requirements, including all insurance requirements. Insurance certificates need to be provided annually.

b. The use of tents or canopies is subject to review by the Fire Prevention Bureau. The petitioner shall provide a detailed site plan for tents or canopies prior to the event.

c. Maintain access to all fire lanes and the south lake marina boat ramp. Provide a plan for all on-site signage prior to the event, which shall be reviewed by the City and approved prior to placement.

d. Receive approval from 3rd party property owners for any off-site parking. Following the filling of the new parking lots, participants will be directed to park off-site.

e. Submit for City approval, severe weather plans and an evacuation plan.

f. Sound system shall not disturb other users of the park.

g. All temporary electrical items shall comply with the 2005 Electric Code and shall be subject to City inspection.

2. The City will have flexibility in designing the race course based on any concerns from City Departments.
3. Smith PT/RA must provide the City with a site plan for set-up at the Three Oaks Recreation Area and parking plan for the event for review by City Departments.
4. All debris created by the event shall be cleaned up during and after the event.
5. Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement. Also, all participants should sign a waiver releasing the City from any liability related to their participation in the triathlon that will be collected upon race registration.
6. If tents or canopies will be used, the petitioner shall contact the Fire Rescue Department for further review.
7. In the case of inclement weather, an alternate date can be approved by the City Manager.
8. The petitioner is responsible for the required costs, which are the costs for Fire Rescue and use of Three Oaks Recreation Area.
9. Smith PT/RA must provide the proof of volunteers, insurance, off-site parking approval, severe weather and evacuation plan, and liability waivers by July 15, 2018 or the event may be cancelled.

The petitioner is aware of the recommended conditions and will be present at the meeting.

Votes Required to Pass:

Simple majority vote of the City Council

Agenda Item No: 9d

City Council
Agenda Supplement

Meeting Date: January 16, 2018

Item: Chicago Title Land Trusts 1004004149 & 1004004152 (Whiskey Business and Shopping Center) and Reinhardt/Kirk Annexation Public Hearing Continuation

Recommendation: Motion to continue the 1) Chicago Title Land Trusts 1004004149 & 1004004152 and 2) Reinhardt/Kirk requests to the June 19, 2018 City Council meeting for the Annexation Public Hearings.

Staff Contact: Michelle Rentzsch, Community Development Director

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Background:

Chicago Title Land Trusts- The petitioner is requesting the annexation of three parcels that total approximately 3.04 acres, located at 4616 Route 176, 4709 Route 176 and lot 13 on Reiland Drive. The parcels are improved with Whiskey Business, a commercial retail shopping center, auto repair business and outdoor storage.

Reinhardt/Kirk- The property is contiguous with the above property and consists of one parcel that totals approximately 0.28 acres, located at 851 Reiland Drive. The property would be involuntarily annexed after the annexation of the Chicago Title Land Trusts.

City staff respectfully requests that the Whiskey Business and Reinhardt/Kirk petitions be continued to the June 19, 2018, City Council meeting for the Annexation Public Hearing in order to continue to work with the petitioner on the annexation agreement for the Chicago Title Land Trusts.

Votes Required to Pass: A simple majority vote.

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date:	January 16, 2018
Item:	REPORT OF THE PLANNING & ZONING COMMISSION
Request:	Final Planned Unit Development Amendment to allow changes to the façade and additional signage for Steinhafels in the Crystal Point Shopping Center.
Petitioner:	Jeff Brownell, IRC (Inland Retail Centers), petitioner 5846 Northwest Highway
PZC Recommendation:	To approve the PZC recommendations and adopt an ordinance granting the Final PUD Amendment for Steinhafels at 5846 Northwest Highway.
Staff Contact:	Michelle Rentzsch, Community Development Director

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Background:

- Steinhafels plans to occupy the former Kmart space. This is an approximately 100,000 square foot space with 300 lineal feet of frontage.
- Since their opening in 1934, Steinhafels Furniture has been providing quality home furnishings, mattresses, and home décor accommodating a wide variety of tastes and budgets. They are a mid-priced chain serving Wisconsin and northern Illinois with 17 Steinhafels stores.
- The Common Sign Plan for the Shopping Center would allow up to 288 square feet of wall signage for this space, as that is what BigK was granted. Steinhafels is requesting 571 square feet of wall signage that is evenly spaced on the long façade.
- There are a few +100,000 square-foot retail boxes in the City. Those that we do have, such as Home Depot and Walmart, have 413 sf and 732 sf of total wall signage, respectively. Those business names also have fewer letters and better name recognition in the Illinois market. Steinhafels Furniture Store, the full store name, is necessary so that the region's consumer can become educated on what the Steinhafels name means.

PZC Highlights:

- Two PZC members were not in favor of having the additional text of "Mattress" and "Clearance Center" and voted no.
- The PZC reviewed the Findings of Fact and found that the petition meets all the criteria.

The PZC recommended **approval (5-2)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (IRC Retail Centers, received 12/05/17)
   B. Narrative (PFDA Architects, dated 12/01/17, received 12/05/17)
   C. Elevation with Signage (PFDA Architects, dated 12/01/17, received 12/05/17)
   D. Floor Plan (PFDA Architects, dated 11/28/17, received 12/05/17)
   E. Alta Survey (American Surveying & Mapping, dated 03/24/16, received 12/05/17)

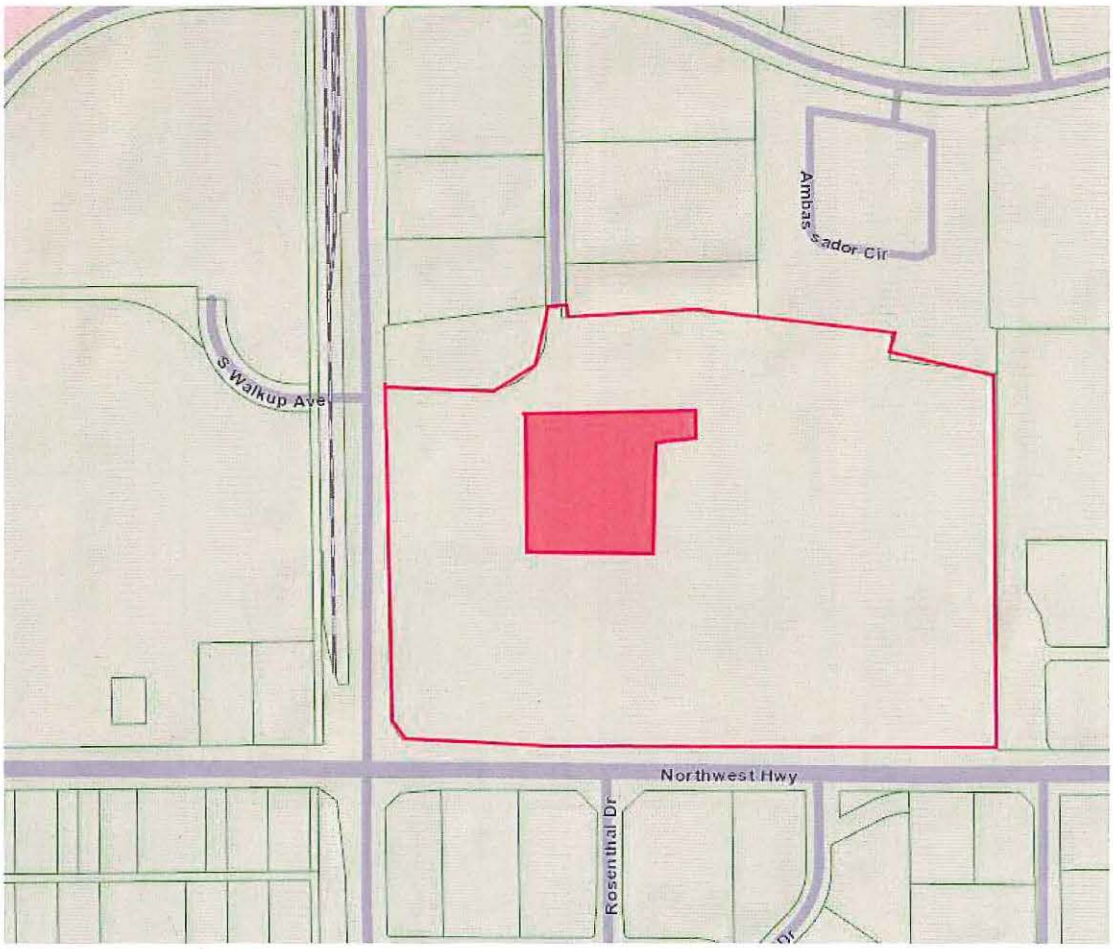
2. The overall planned unit development approval and all subsequent amendments are still in effect, as applicable.

3. The petitioner must address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.

Votes Required to Pass: A simple majority vote.

2017-47 – Steinhafer's (Crystal Point Shopping Center)





Ord. No. .....
File No. ....

DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING AN AMENDMENT TO THE FINAL PUD FOR STEINHAFELS (CRYSTAL POINT SHOPPING CENTER)

WHEREAS, pursuant to the terms of the Petition (File #2017-47) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested an Amendment to the Final Planned Unit Development for Steinhafels (Crystal Point Shopping Center) to allow exterior changes including additional signage to the facade; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on December 19, 2017 in the Northwest Herald, held a public hearing at 7:30 p.m., on January 3, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Amendment to the Final Planned Unit Development; and

WHEREAS, on Janaury 3, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Amendment to the Final Planned Unit Development be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2017-47, dated as of Janaury 4, 2018; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the Amendment to the Final Planned Unit Development be granted as requested in said Petition,

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That a Final PUD Amendment be granted to permit exterior changes including additional signage to the facade for the property located at 5846 Northwest Highway (19-04-351-010), Crystal Lake, Illinois.

SECTION II: That the Final PUD Amendment be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (IRC Retail Centers, received 12/05/17)
   B. Narrative (PFDA Architects, dated 12/01/17, received 12/05/17)
   C. Elevation with Signage (PFDA Architects, dated 12/01/17, received 12/05/17)
   D. Floor Plan (PFDA Architects, dated 11/28/17, received 12/05/17)
   E. Alta Survey (American Surveying & Mapping, dated 03/24/16, received 12/05/17)

2. The overall planned unit development approval and all subsequent amendments are still in effect, as applicable.

3. The petitioner must address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.

SECTION III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the issuance of a Planned Unit Development Amendment in accordance with the provisions of this Ordinance, as provided by law.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this 16th day of January, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: January 16, 2018
Approved: January 16, 2018

Agenda Item No: 13

City Council
Agenda Supplement

Meeting Date:	January 16, 2018
Item:	REPORT OF THE PLANNING & ZONING COMMISSION
Request:	Final Planned Unit Development Amendment to allow changes to the façade for ULTA in the Crystal Point Shopping Center.
Petitioner:	Jeff Brownell, IRC (Inland Retail Centers), petitioner 5774 Northwest Highway
PZC Recommendation:	To approve the PZC recommendations and adopt an ordinance granting the Final PUD Amendment for ULTA at 5774 Northwest Highway.
Staff Contact:	Michelle Rentzsch, Community Development Director

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Background:

- ULTA Beauty plans to occupy a portion of the previous Sports Authority space in the Crystal Point Shopping Center. Another tenant is planned to occupy the remaining space. The request is to make modifications to the approved elevations to accommodate ULTA.
- IRC, the shopping center owner, will make façade changes including a glass storefront, orange awning, thicker top-cap cornice and stone columns for ULTA.
- ULTA Beauty is the largest beauty retailer in the United States and offers cosmetics, fragrance, skin, hair care products and salon services.

PZC Highlights:

- The PZC members discussed the facade changes and were in favor of the proposed improvements. They were all happy that ULTA has decided to come back to the Crystal Lake market.
- The PZC reviewed the Findings of Fact and found that the petition meets all the criteria.

The PZC recommended **approval (7-0)** of the petitioner's request with the following conditions:

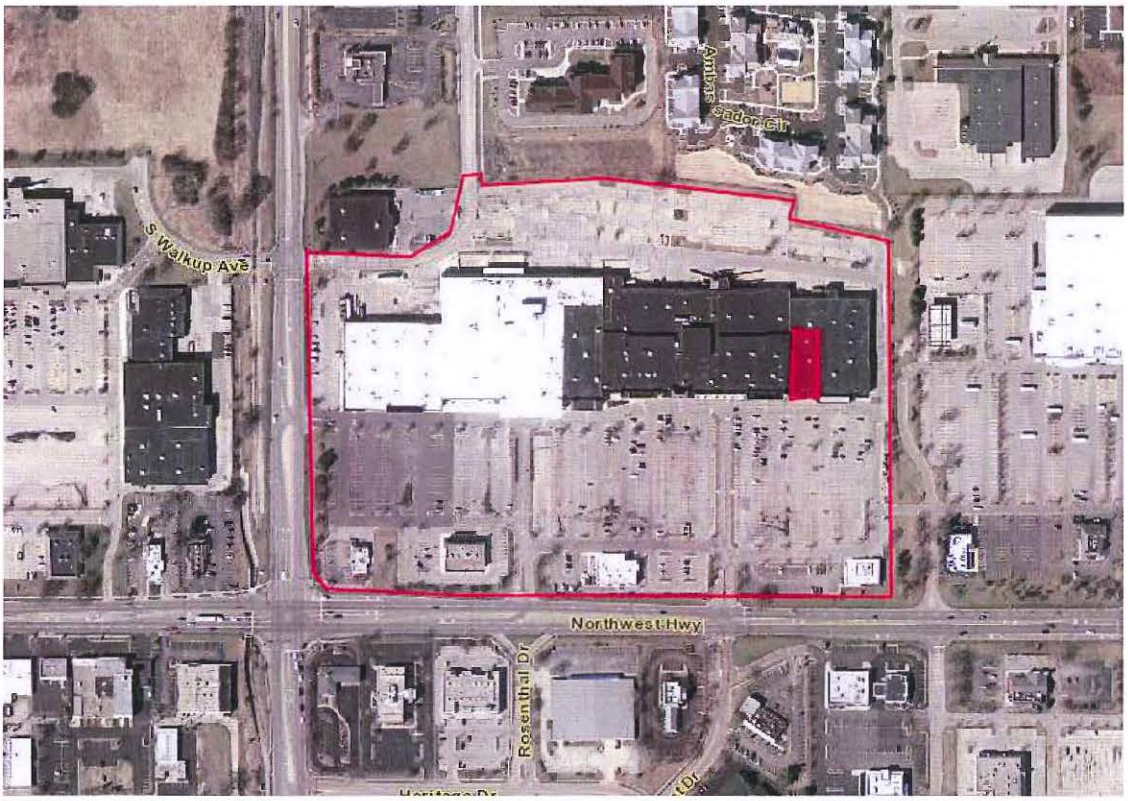
1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (IRC Retail Centers, received 12/05/17)
   B. Narrative (PFDA Architects, dated 12/01/17, received 12/05/17)
   C. Elevation (PFDA Architects, dated 12/01/17, received 12/05/17)
   D. Signage (Keiffer/Starlite, dated 068/01/17, received 12/05/17)
   E. Floor Plan (PFDA Architects, dated 11/28/17, received 12/05/17)
   F. Alta Survey (American Surveying & Mapping, dated 03/24/16, received 12/05/17)

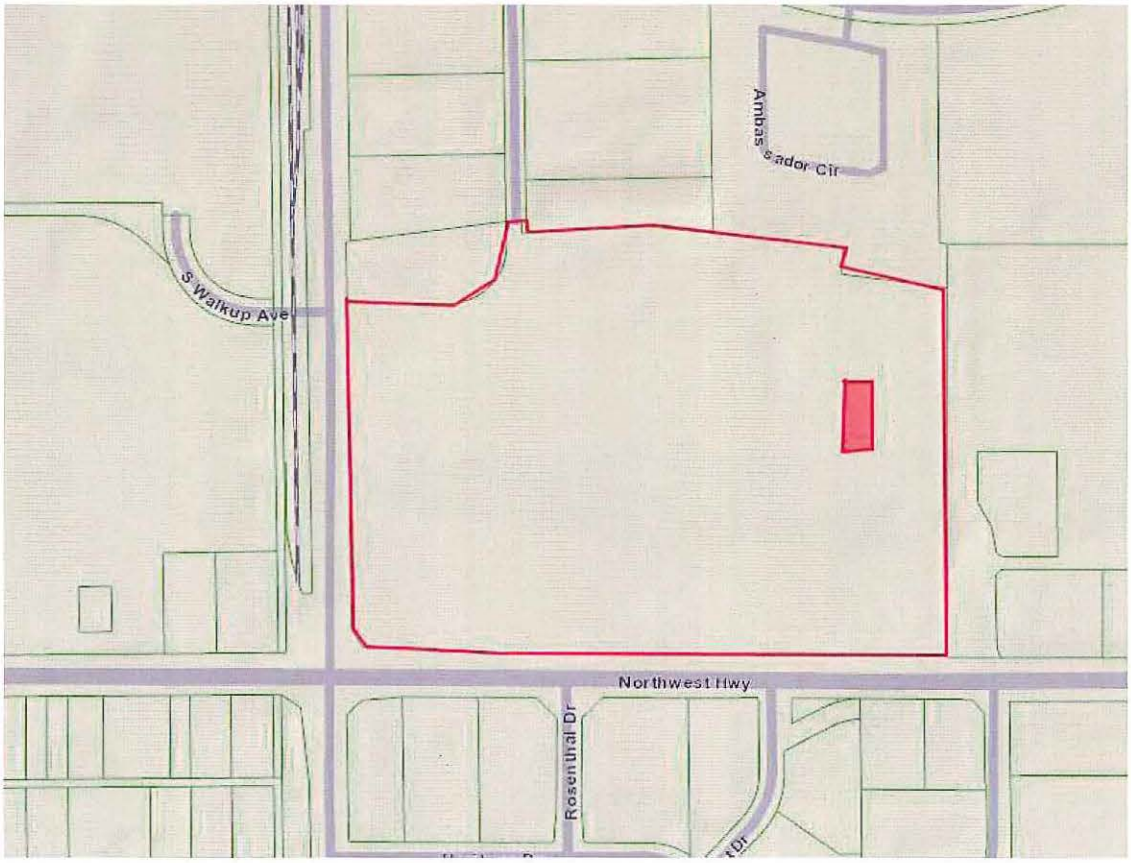
2. The overall planned unit development approval and all subsequent amendments are still in effect, as applicable.

3. The petitioner must address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.

Votes Required to Pass: A simple majority vote.

2017-48 Ulta (Crystal Point Shopping Center)





Ord. No. .....
File No. ....

DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING AN AMENDMENT TO THE FINAL PUD FOR ULTA (CRYSTAL POINT SHOPPING CENTER)

WHEREAS, pursuant to the terms of the Petition (File #2017-48) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested an Amendment to the Final Planned Unit Development for Ulta (Crystal Point Shopping Center) to allow exterior façade changes; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on December 19, 2017 in the Northwest Herald, held a public hearing at 7:30 p.m., on January 3, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Amendment to the Final Planned Unit Development; and

WHEREAS, on January 3, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Amendment to the Final Planned Unit Development be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2017-48, dated as of January 4, 2018; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the Amendment to the Final Planned Unit Development be granted as requested in said Petition,

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That a Final PUD Amendment be granted to permit exterior façade changes for the property located at 5774 Northwest Highway (19-04-351-009), Crystal Lake, Illinois.

SECTION II: That the Final PUD Amendment be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (IRC Retail Centers, received 12/05/17)

B. Narrative (PFDA Architects, dated 12/01/17, received 12/05/17)
C. Elevation (PFDA Architects, dated 12/01/17, received 12/05/17)
D. Signage (Keiffer/Starlite, dated 068/01/17, received 12/05/17)
E. Floor Plan (PFDA Architects, dated 11/28/17, received 12/05/17)
F. Alta Survey (American Surveying & Mapping, dated 03/24/16, received 12/05/17)

2. The overall planned unit development approval and all subsequent amendments are still in effect, as applicable.

3. The petitioner must address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.

SECTION III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the issuance of a Planned Unit Development Amendment in accordance with the provisions of this Ordinance, as provided by law.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this 16th day of January, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: January 16, 2018
Approved: January 16, 2018

Agenda Item No: 14

City Council
Agenda Supplement

Meeting Date: January 16, 2018

Item: City Code Amendments to Create a Class "29" Liquor License Classification and Increase the Number of Class "29" Liquor Licenses – Applicant: Mariano's

Council Discretion: Motion to:
(1) Adopt an ordinance creating a Class "29" Liquor License Classification, and
(2) Adopt an ordinance increasing the number of Class "29" liquor licenses from 0 to 1.

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
The City received a request from Mariano's, a new grocery store which is located at 105 Northwest Highway, for the Council to consider the adoption of an ordinance providing for amendments to the City Code, creating a new Class "29" liquor license classification and increasing the number of Class "29" liquor licenses from 0 licenses to 1 license. A new classification is needed since the petitioner is requesting that alcoholic liquor sales and consumption begin at 6:00 a.m. Several City classifications allow for sales and consumption at 7:00 a.m., but none at 6:00 a.m. Also, the new license classification will allow for outside consumption on a patio. Another unique aspect of the Mariano's operation is that it will have a "wine bar" and allow patrons to consume alcoholic liquor throughout the store.

City Staff surveyed other area Mariano's and found that operations and sales/consumption hours vary. Of the eleven locations surveyed, five allow consumption and/or sales to begin at 6:00 a.m. In addition, five allow consumption throughout the store. Storewide consumption is more common at newer Mariano's that have a wine bar similar to the one proposed at the Crystal Lake location.

Community Survey

City	License Type Held	Hours of Operation	Notes
Northbrook	B (Package), E (Beer and Wine consumption), F (Tasting)	6:00 a.m.-12:00 midnight	Consumption allowed anywhere onsite.
Bloomingdale	GR (Grocery store)	7:00 a.m. (packages) & 11:00 a.m. (consumption)- 12:00 midnight	Consumption allowed anywhere onsite.
Des Plaines	AB (Tavern and Bulk Sales Dealer's)	6:00 a.m.-12:00 midnight	Consumption allowed anywhere onsite.
Hoffman Estates	A (Restaurant), B (Package Sales)	8:00 a.m.-10:00 p.m.	Consumption allowed anywhere onsite.
Lake Zurich	B1(Tasting), B (Retail), A (Restaurant)	6:00 a.m.-2:00 a.m. the following day	Consumption allowed anywhere onsite. Facility does not have a wine bar or patio.
Elmhurst	GSWC (Grocery Store)	6:00 a.m.-12:00 midnight	Consumption on-site is limited to the café area only. Facility does not have a wine bar or patio.
Wheaton	E Grocery Store) E (Café)	7:00 a.m.-10:00 p.m.	Consumption on-site is limited to the café area only. Facility does not have wine bar or patio.
Palatine	B1 (Grocery)	6:00 a.m.-12:00 midnight	No onsite consumption.
Buffalo Grove	J (Package and Onsite Consumption) and Annual Tasting.	7:00 a.m.-12:00 midnight	No onsite consumption.
Arlington Heights	T (Tasting), B (Package sales)	8:00 a.m.-12:00 midnight	No onsite consumption.
Gurnee	Class 13 (Beer and Wine sampling) and Class 4 (packaged sales)	8:00 a.m. - Midnight	No onsite consumption.

The proposed Class "29" license is identical to the provisions of the existing Class "25" license, but has the addition of provisions for outdoor service, to suit the requests of the petitioner. Current license holders of the existing Class "25" license are Garfield's Beverage Depot, Williams Street Tap and Coleman's. The proposed class 29 license would authorize the retail sale, on the premises specified, of alcoholic liquor, for consumption on the premises as well as the retail sale of alcoholic liquor in the original package between the hours of 6:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday; 6:00 a.m. and 2:00 a.m. Friday and Saturday; and 6:00 a.m. on Sunday and 1:00 a.m. on Monday. A Class B type restaurant may be located on the premises.

For the purposes of this license, premises shall include not only the interior of any building or structure but also an open unroofed area immediately contiguous to the building or structure where alcoholic beverages are served or consumed. The following conditions shall apply to the exterior area:

(1) Any open unroofed area in which alcoholic beverages are served or consumed pursuant to this license shall conform to the following:

(a) The open unroofed area shall be particularly described and adjacent to and operated as a part of the premises licensed to sell alcoholic liquor on the premises and shall have obtained all

permits or approvals required by the ordinances of the City Code, City or other governmental authority.

(b) The open unroofed area shall be no greater than 1/2 the other floor space of the licensed premises.

(c) The open unroofed area shall have a maximum capacity as defined by the Liquor Commissioner, which shall be separately posted at the entrance to the open unroofed area.

(d) Any part of the open unroofed area not blocked by a building shall be surrounded by a fence or other barrier approved by the Liquor Commissioner, which shall contain the required number of fire exits. All fences or other barriers shall comply with the ordinances of the City regarding vision, clearance and required distances from corners.

(e) All electrical wiring shall comply with the codes of the City.

(f) All combustible rubbish shall be stored in a noncombustible container, and the license holder shall be responsible for keeping the area in a clean and sightly condition.

(g) The noise emanating from any open unroofed area where alcoholic beverages are served pursuant to this license shall not violate any of the provisions of the City Code of Ordinances pertaining to noise.

(h) The license holder shall be responsible for preventing violations of this chapter.

(i) No open unroofed area where alcoholic beverages are served pursuant to this license shall be permitted within 100 feet of land zoned for residential purposes.

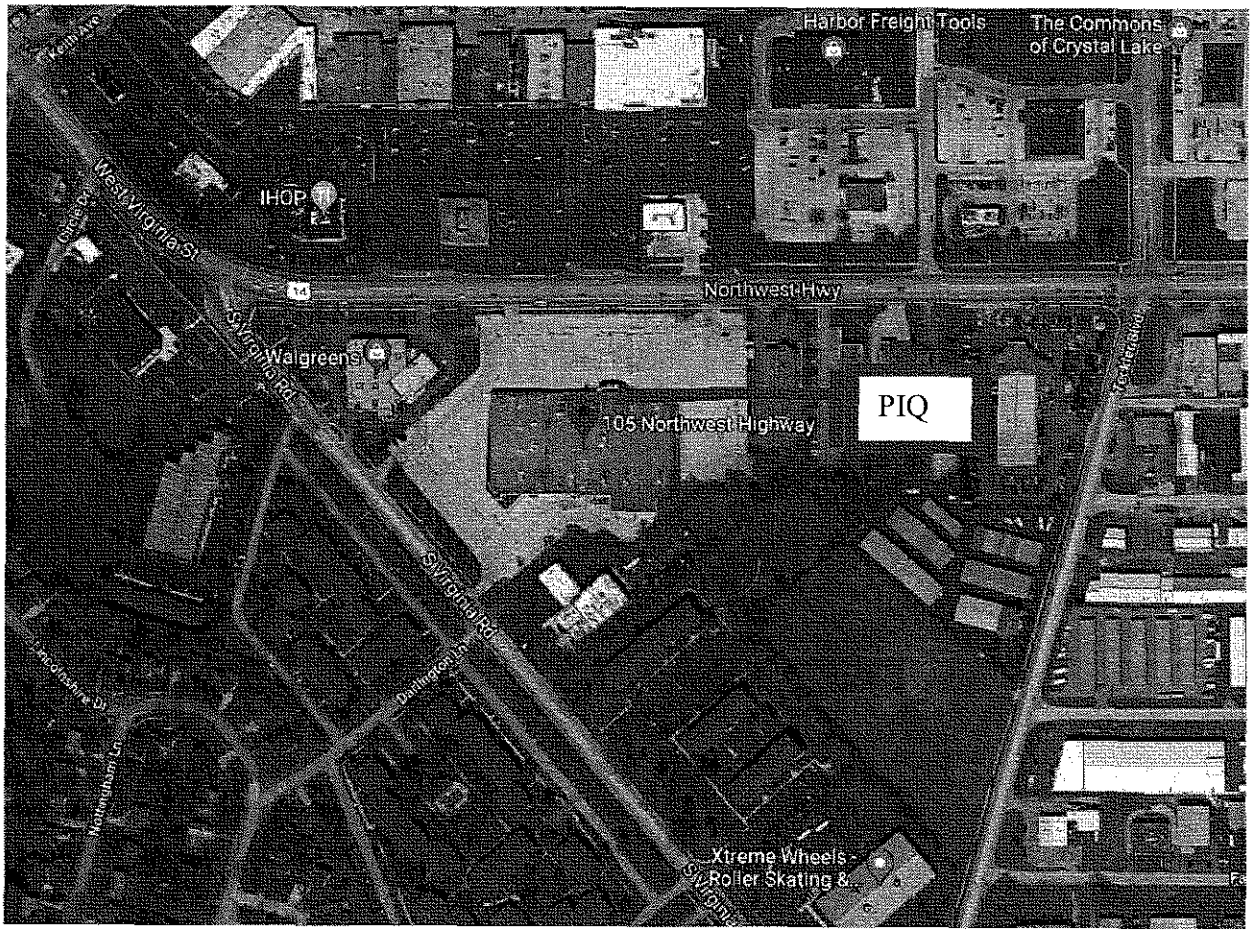
(2) The annual fee for such license shall be the sum of $2,000.

A fingerprint/background search revealed no criminal history under the applicant's names.

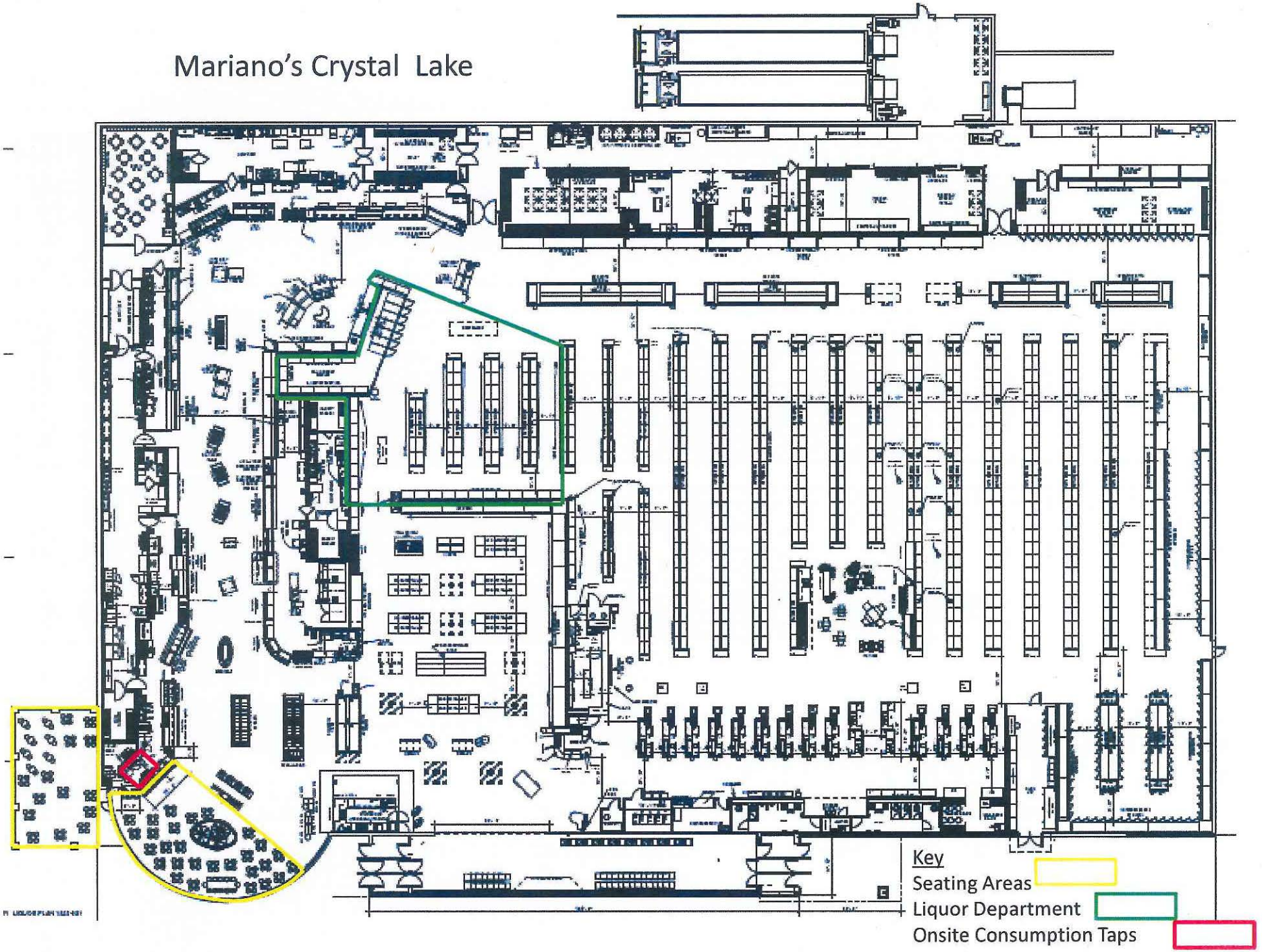
The Building Division has reviewed the petitioner's request and finds it acceptable with conditions for the outdoor area being met and the petitioner has agreed to meet these conditions.

Votes Required to Pass:
Simple majority

Property In Question



Mariano's Crystal Lake



Ord. No. 7134
File No. 255L

DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING THE CODE OF THE CITY OF CRYSTAL LAKE, ILLINOIS

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE as follows:

SECTION I: That CHAPTER 329 LIQUOR LICENSES Section 329-5 License Classifications shall be added as follows:

329-5.AC. Class 29 license which shall authorize the retail sale, on the premises specified, of alcoholic liquor, for consumption on the premises as well as the retail sale of alcoholic liquor in the original package between the hours of 6:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday; 6:00 a.m. and 2:00 a.m. Friday and Saturday; and 6:00 a.m. on Sunday and 1:00 a.m. on Monday. A Class B type restaurant may be located on the premises. For the purposes of this license, premises shall include not only the interior of any building or structure but also an open unroofed area immediately contiguous to the building or structure where alcoholic beverages are served or consumed.

(1) Any open unroofed area in which alcoholic beverages are served or consumed pursuant to this license shall conform to the following:

(a) The open unroofed area shall be particularly described and adjacent to and operated as a part of the premises licensed to sell alcoholic liquor on the premises and shall have obtained all permits or approvals required by the ordinances of the City Code, City or other governmental authority.

(b) The open unroofed area shall be no greater than 1/2 the other floor space of the licensed premises.
(c) The open unroofed area shall have a maximum capacity as defined by the Liquor Commissioner, which shall be separately posted at the entrance to the open unroofed area.

(d) Any part of the open unroofed area not blocked by a building shall be surrounded by a fence or other barrier approved by the Liquor Commissioner, which shall contain the required number of fire exits. All fences or other barriers shall comply with the ordinances of the City regarding vision, clearance and required distances from corners.

(e) All electrical wiring shall comply with the codes of the City.

(f) All combustible rubbish shall be stored in a noncombustible container, and the license holder shall be responsible for keeping the area in a clean and sightly condition.

(g) The noise emanating from any open unroofed area where alcoholic beverages are served pursuant to this license shall not violate any of the provisions of the City Code of Ordinances pertaining to noise.

(h) The license holder shall be responsible for preventing violations of this chapter.

(i) No open unroofed area where alcoholic beverages are served pursuant to this license shall be permitted within 100 feet of land zoned for residential purposes.

(2) The annual fee for such license shall be the sum of $2,000.

SECTION III: That this Ordinance shall be in full force and effect from and after its passage and approval according to law.

SECTION IV: That all Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this 16th day of January, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk
Passed: January 16, 2018
Approved: January 16, 2018
Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

Ord. No.
File No. 255L

DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING THE CODE OF THE CITY OF CRYSTAL LAKE

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That CHAPTER 329 LIQUOR LICENSES Section 329-6 Limitations on licenses shall be amended as follows:

1. Class 29 License shall be increased from 0 to 1.

SECTION II: That this Ordinance shall be in full force and effect from and after its passage and approval according to law.

SECTION III: That all Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this 16th day of January, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: January 16, 2018
Approved: January 16, 2018

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: January 16, 2018

Item: City Code Amendment to Increase the Number of Class "13" Liquor Licenses – Applicant: KA Sales (Exxon)

Staff Recommendation: Motion to adopt an ordinance increasing the number of Class "13" Liquor Licenses from the current permitted 28 licenses to 29 licenses.

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
The City has received a request from KA Sales (Exxon), located at 415 W. Virginia Road, to change their liquor license classification from a Class "15" liquor license, to a Class "13" liquor license. The petitioner wishes to make this change to allow for selling full liquor. Their current Class "15" license only allows for the sale of beer and wine.

The City Code permits the issuance of a Class "13" liquor license for the sale of alcoholic liquors on the premises specified in the license in packages only but not for consumption on the premises where sold between the hours of 7:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday, Friday and 7:00 a.m. Saturday and 2:00 am. Sunday and 7:00 a.m. Sunday and 2:00 a.m. Monday. A Class B type restaurant may be located on the premises.

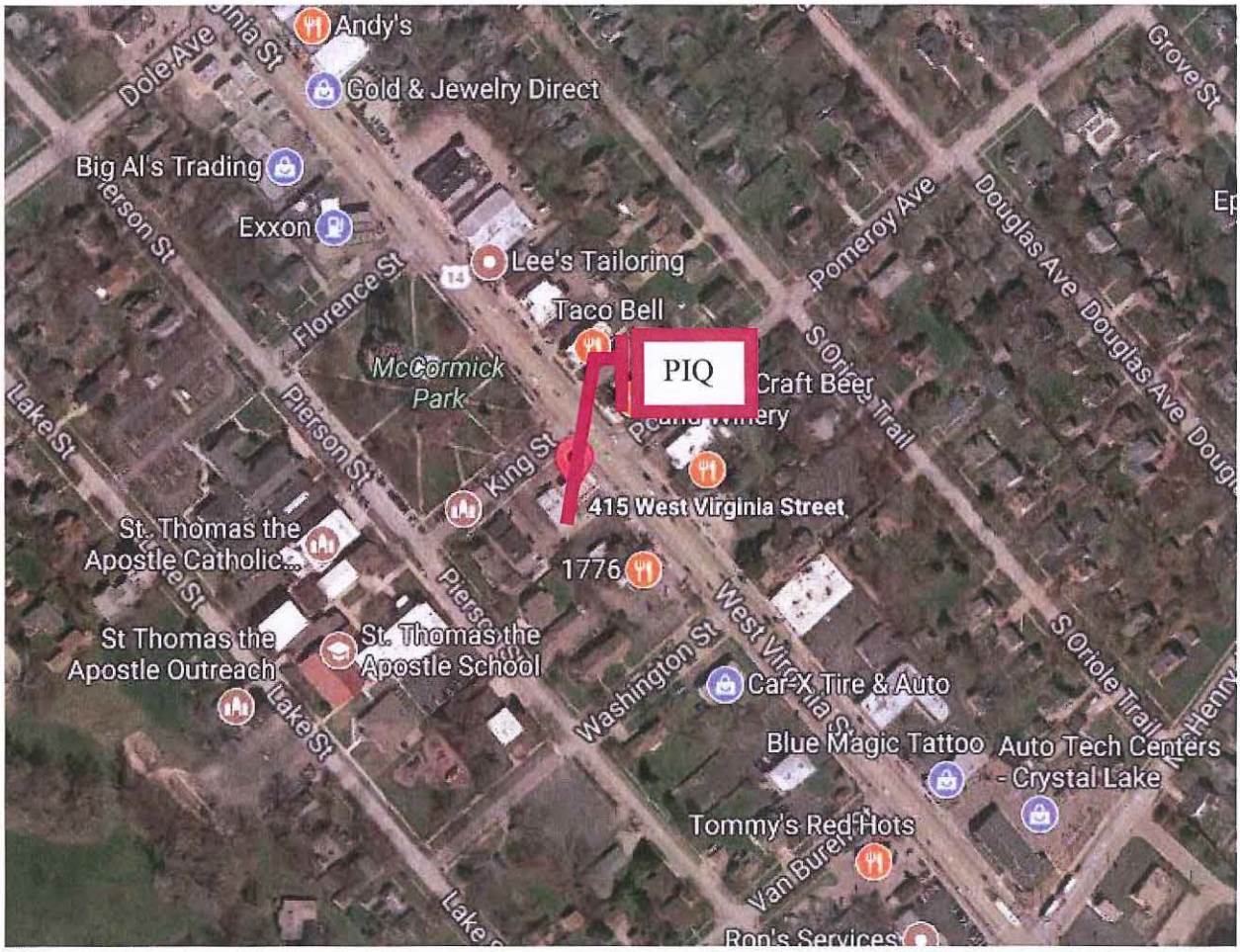
The applicant has submitted all of the necessary paperwork.

Other establishments currently holding a Class "13" liquor license include: 7-Eleven (Terra Cotta), 7-Eleven (McHenry Ave.), Bucky's Express, Casey's General Stores, Circle K (Virginia), Circle K (Route 31), Circle K (Terra Cotta), Convenient Food Mart, Cost Plus World Market, Crystal Lake Food & Liquor, CVS Pharmacy (Randall), CVS Pharmacy (Virginia), Fresh Market, Fresh Thyme Farmer's Market, Ralph's General Store, Joseph's Marketplace, La Rosita of Mesos Group, Inc., Midwest Petroleum Dev., Mobil Market, Murphy's Oil, Oak Street Food & Liquor, Open Pantry/Shell #801, Osco Drug, Sam's Club, Target, Walgreens (Northwest Highway), Walgreen's (Route 31), Walgreen's (Route 31), and Wal-Mart.

Licensed gas stations in Crystal Lake typically hold a Class 13 license, which allows for the sale of all alcoholic liquor. The petitioner originally requested a Class 15 license in September, 2017 to sell beer and wine, to identify if the sale of alcohol would be profitable for his store. The petitioner reported that sales have been good and he would like to expand his offerings.

Votes Required to Pass:
Simple majority

Property in Question



Property in Question

Ord. No.
File No. 255L

DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING THE CODE OF THE CITY OF CRYSTAL LAKE

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That CHAPTER 329 LIQUOR LICENSES Section 329-6 Limitations on licenses shall be amended as follows:

1. Class 13 License shall be increased from 28 to 29.

SECTION II: That this Ordinance shall be in full force and effect from and after its passage and approval according to law.

SECTION III: That all Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this 16th day of January, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: January 16, 2018
Approved: January 16, 2018

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date:	January 16, 2018
Item:	Sarillo Building - Sign Variations to amend the previously approved common sign plan for 1095 Pingree Road.
Staff Recommendation:	City Council Discretion: A. Motion to approve an ordinance for sign variations with the recommended conditions at 1095 Pingree Road. B. Motion to deny the sign variation request.
Staff Contact:	Michelle Rentzsch, Community Development Director

Background:

- In 2004, a sign variation was granted for the property which included the approval of a common sign plan, which allowed wall signs for tenants in designated areas and an "L" shaped freestanding sign at the corner of Pingree and Rakow Roads.
- The common sign plan placed limitations on the location of the tenant wall signs to the boxed-out areas between the first and second floor. The plan includes removing these designated boxed areas.
- The current freestanding sign is located at the corner of Rakow and Pingree Roads. This 96 square-foot sign was included in the common sign plan approval and granted a variation for the size of the sign.
- The petitioner is requesting a sign variation to allow a second freestanding sign at the entrance on Pingree Road; a wall sign panel for the second floor tenants; and allowing the first floor tenant wall signs to be centered over the tenant suite, which is a deviation from the common sign plan.

Analysis

- The property at 1095 Pingree Road is zoned Manufacturing. Per the UDO, multi-tenant industrial properties are permitted 50 square feet of wall sign per tenant space.
- The tenant wall signs for the first-floor tenant spaces would meet the UDO requirements for wall signs.

- The proposed wall sign panel is for the second-floor units. Currently, those tenants do not have any signage. A variation is required since the tenant signs would not be located on the actual tenant suite frontage.
- The proposed second freestanding sign is 8 feet in height and 76 square feet in size and would require a variation for height, size and for a second freestanding sign on a lot.
- The petitioner is requesting variations from Section 4-1000 H Industrial Signs in the UDO. The following table illustrates the Ordinance requirements and whether the proposed sign meets those requirements:

Proposed Signage	UDO Requirement	Variation
Second Freestanding Sign 8' in height 76 square feet in size	One freestanding sign per property	Yes
	6 feet in height & 32 square feet in size	Yes – 2' height variation 44 square feet size variation
First Floor Illuminated Wall Signs	50 square feet & 70% of tenant suite frontage	No
Illuminated Tenant Wall Sign Panel	50 square feet & 70% of tenant suite frontage	Yes – not located on tenant suite

- The petitioner is also requesting to have a 4.6 square-foot "North" and 3.9 square-foot "West" sign located above the tenant wall sign panel, which the UDO defines as directional signage and can be included in this approval.

Review Criteria:

The City Council can grant a variation from the requirements of the Ordinance to overcome an exceptional condition which poses practical difficulty or particular hardship in such a way as to prevent the display of a sign as intended by the Ordinance and where the following standards are met:

1. The proposed variation will not serve merely as a convenience, but alleviate some demonstrable and unusual hardship.
2. The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood. The proposed variation will not by itself, or with other signs, contribute to the creation of a visual distraction which may lead to personal injury or a substantial reduction in the value of the property.
3. The proposed variation is in harmony with the intent, purpose and objectives of the Ordinance.

Recommended Conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application, Sarillo, received 01/03/18
   B. Sign Details, TFA Signs, received 01/08/18

2. The tenant wall sign panel is reserved only for second floor tenants.

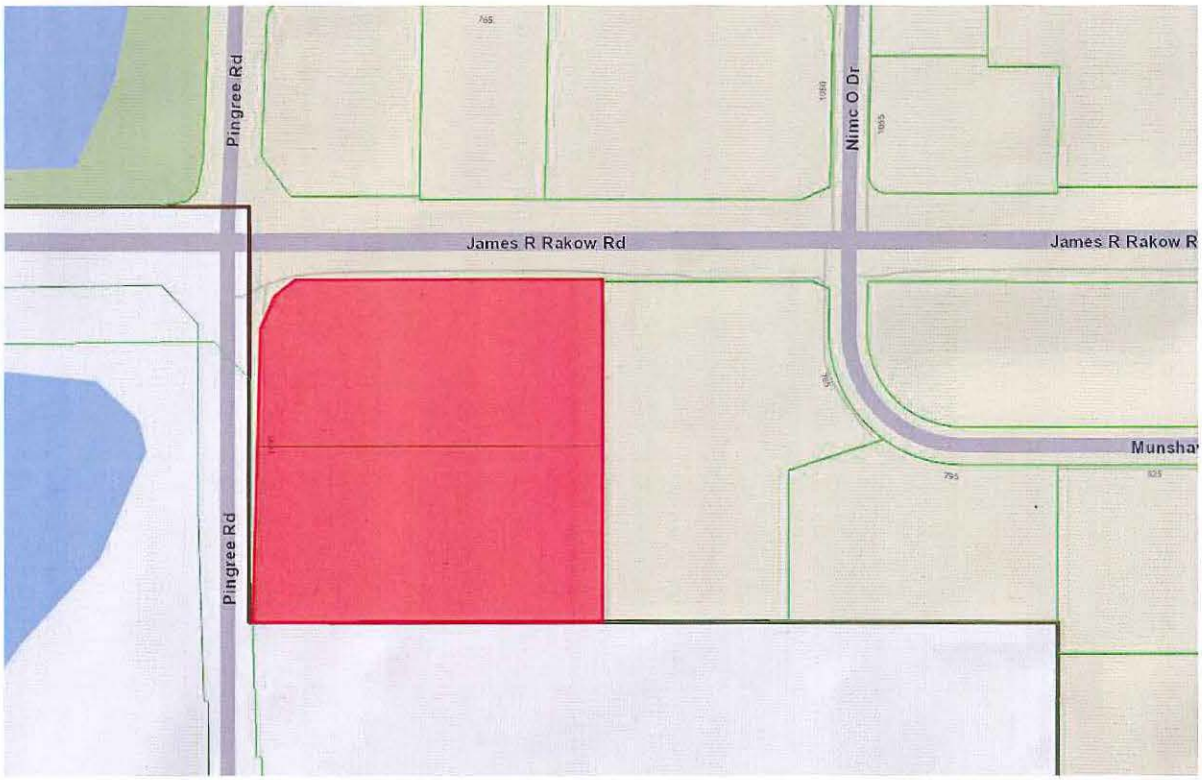
3. The maximum sign area for a single tenant on the tenant wall sign panel is 24.07 square feet, as shown on the submitted Sign Details.

4. The proposed second freestanding sign must meet all the UDO requirements, including but not limited to, height, area and base width.

5. In the event a second building is constructed on the property, the second freestanding sign will be designated for the second building.

Votes Required to Pass: Simple majority vote

2018-03 – Sarillo – 1095 Pingree Rd – Sign Variation





Ord. No. .....
File No. ....

DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A SIGN VARIATION FOR PINGREE RAKOW LLC, 1095 PINGREE ROAD

WHEREAS, pursuant to the terms of the request (File #2018-03) before the City of Crystal Lake, the Petitioner has requested a sign variation to allow changes to the approved common sign plan for Pingree Rakow LLC; and

WHEREAS, a hearing of the request was held before the City of Crystal Lake City Council in the manner and in the form as prescribed by Ordinance and Statute; and

WHEREAS, as a result of said hearing, the City Council made a motion to approve the sign variation as requested; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the sign variation be granted as requested,

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That a sign variation be granted to allow changes to the approved common sign plan, including the addition of a second freestanding sign and tenant wall signage not located on the suite façade for Pingree Rakow LLC located at 1095 Pingree Road, (PINs 19-15-101-006 & 19-15-101-002), Crystal Lake, Illinois with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application, Sarillo, received 01/03/18
   B. Sign Details, TFA Signs, received 01/08/18

2. The tenant wall sign panel is reserved only for second floor tenants.

3. The maximum sign area for a single tenant on the tenant wall sign panel is 24.07 square feet, as shown on the submitted Sign Details.

4. The proposed second freestanding sign must meet all the UDO requirements, including but not limited to, height, area and base width.

5. In the event a second building is constructed on the property, the second freestanding sign will be designated for the second building.

SECTION II: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the granting of Variations in accordance with the provisions of this Ordinance, as provided by law.

SECTION III: That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

DATED at Crystal Lake, Illinois, this 16th day of January, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: January 16, 2018
Approved: January 16, 2018

Agenda Item No: 17

City Council
Agenda Supplement

Meeting Date: January 16, 2018

ANNEXATION PUBLIC HEARING

Item: Powers Annexation

Requests:
1) Rezoning upon annexation to W – Watershed district,
2) Special Use Permit for an existing wireless communication tower, and
3) Special Use Permit for existing outdoor storage of vehicles and materials.

Petitioner: Steven Dallas, attorney
8733 Ridgefield Rd

Recommendation: Motion to:
1) Adopt an ordinance authorizing execution of the annexation agreement.
2) Adopt the annexation ordinance and approve the Planning and Zoning Commission recommendations and adopt an ordinance for rezoning upon annexation to the W – Watershed District and granting Special Use Permits for the existing wireless communications tower and outdoor storage of vehicles and materials for the property located at 8733 Ridgefield Road.

Staff Contact: Michelle Rentzsch, Community Development Director

---

Background:

Existing Use: The property is currently occupied by a professional tree care business, a garage door retailer, farmland and a wireless communications tower.

History: This property is located within the Crystal Lake Watershed. City staff approached the property owner regarding annexation.

Key Factors:

- The petitioner is requesting to zone the property to W – Watershed District and Special Use Permits for the existing wireless communications tower and ancillary outdoor storage of materials and vehicles.
- The petitioner is requesting B-2 General Commercial land uses be permitted as outlined in the Unified Development Ordinance (UDO), which would be appropriate for the existing businesses, as the City has done for other businesses in the Watershed.
- Approximately 37 acres is active farmland and would be allowed to continue to be farmed through the annexation agreement.

PZC Highlights:

- The petitioner stated that they are agreeable to the terms and conditions for the annexation, rezoning and special use permits.
- The PZC highlighted that the outdoor storage of vehicles is limited to the area that is paved and/or gravel, which is considered an impervious surface as outlined in the UDO.
- The PZC stated the Findings of Fact have been met.

The Planning and Zoning Commission recommended **approval (5-0)** of the petitioner's request with the following conditions of approval:

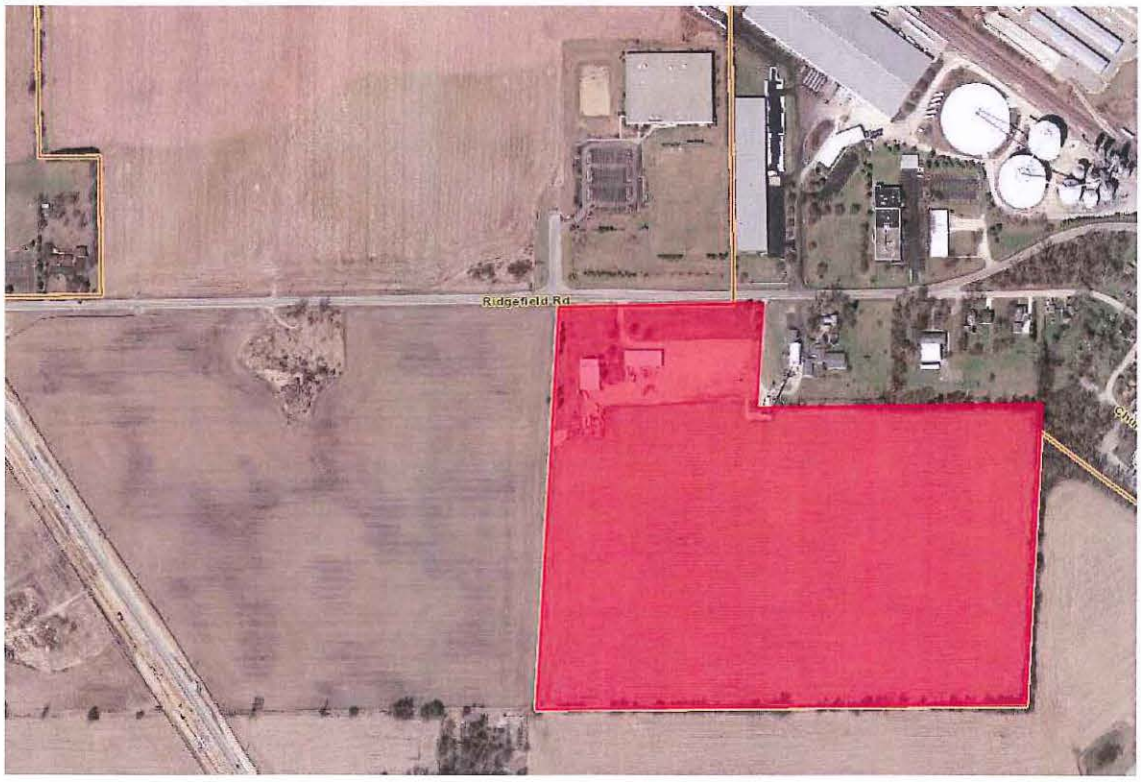
1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Petition to Annex (Powers, dated 10/27/17)
2. The petitioner shall comply with the requirements of the Community Development Department.

The draft annexation agreement is attached. The petitioner requests that the existing conditions be accepted for the life of the agreement which is proposed to be a 20-year term. This document has been reviewed by an attorney and staff and is an acceptable format.

Votes Required to Pass: A super majority vote (5 votes) is required to approve the annexation agreement.

2017-39 Powers – 8733 Ridgefield Rd - Annexation





CERTIFICATION

I, NICK KACHIROUBAS, do hereby certify that I am the duly elected, authorized and acting City Clerk of the City of Crystal Lake, County of McHenry, and State of Illinois, and that as such City Clerk I am the keeper of the records and minutes of the proceedings of the Mayor and Councilmembers to the said City.

I do hereby certify that the following "AN ORDINANCE ANNEXING CERTAIN TERRITORY TO THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS" is a true and correct copy of Ordinance Number _____ duly passed and approved at a regular meeting of said Mayor and Council; held on the 16th day of January, 2018, at which time _____ councilmembers were present and _____ councilmembers were absent.

Motion was made by Councilmember _____ and seconded by Councilmember _____ that the following Ordinance be passed and approved. Upon roll-call vote, _____ councilmembers voted AYE and _____ councilmembers voted NAY; whereupon said Ordinance was declared duly passed and was thereupon approved by the Mayor.

_____
CITY CLERK

(SEAL)

Prepared by:
City of Crystal Lake
Community Development
100 W. Woodstock Street
Crystal Lake, IL 60014

After recording, return to:
City of Crystal Lake
Community Development
100 W. Woodstock Street
Crystal Lake, IL 60014

Ord. No. .....
File No. ....

DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE ANNEXING CERTAIN TERRITORY TO THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS

WHEREAS, a written Petition, signed by the legal owners of all land within the territory hereinafter described, has been filed with the City Clerk of the City of Crystal Lake, McHenry County, Illinois, requesting that said territory be annexed to the City of Crystal Lake; and

WHEREAS, the said territory is not within the corporate limits of any municipality but is contiguous to the City of Crystal Lake; and

WHEREAS, said territory is not part of any public library district; and

WHEREAS, legal notices regarding the intention of the City to annex said territory have been sent to all public bodies required to receive such notice by State statute; and

WHEREAS, all Petitions, documents and other necessary legal requirements are in full compliance with the requirements of the Statues of the State of Illinois, specifically 65 ILCS 5/7-1-8; and

WHEREAS, annexation of the territory by the City is also authorized under, and is in compliance with the requirements of, Section 7-1-10 of the Illinois Municipal Code, 65ILCS 5/7-1-10; and

WHEREAS, it is in the best interests of the City of Crystal Lake that said territory be annexed thereto.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION II: That the territory legally described in Exhibit "A" attached hereto and made a part hereof, be and the same is hereby annexed to the City of Crystal Lake, McHenry County, Illinois.

SECTION III: That the City Clerk of the City of Crystal Lake is hereby directed to record in the Office of the Recorder of Deeds of McHenry County, Illinois, being the County in which the aforesaid annexed territory is situated, a certified copy of this Ordinance together with an accurate map of the territory hereby annexed, said map being attached hereto and made a part hereof and labeled Exhibit "B". Additionally, the City Clerk is authorized and directed to cause a certified copy of this Ordinance, together with an accurate map to be filed in the Office of the County Clerk of McHenry County, Illinois.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage and approval.

Ord. No. .....
File No. ....

AYES:

NAYS:

ABSENT:

PASSED this 16th day of January, 2018.

APPROVED by me this 16th day of January, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: January 16, 2018
Approved: January 16, 2018

EXHIBIT "A"
LEGAL DESCRIPTION

PARCEL A: THAT PART OF LOT 19 DESCRIBED AS FOLLOWS, TO-WIT: COMMENCING AT A POST IN THE CENTER OF THE PUBLIC HIGHWAY AT THE NORTHEAST CORNER OF SAID LOT 19, AND RUNNING THENCE SOUTH 4 ½ DEGREES WEST, ALONG THE EAST LINE OF SAID LOT, 20 CHAINS AND 54 LINKS TO THE SOUTHEAST CORNER OF SAID LOT; THENCE WEST ALONG THE SOUTH LINE OF SAID LOT, 24 CHAINS AND 70 LINKS; THENCE NORTH 4 ½ DEGREES EAST ON THE LINE PARALLEL WITH THE SAID EAST LINE OF SAID LOT, 20 CHAINS AND 54 LINKS, TO THE NORTH LINE OF SAID LOT IN THE CENTER OF THE SAID HIGHWAY; THENCE EAST ALONG THE NORTH LINE OF SAID LOT, 24 CHAINS AND 70 LINKS TO THE PLACE OF BEGINNING (EXCEPT THEREFROM THAT PART THEREOF CONVEYED BY WILLIAM H. HARBACK AND WIFE TO THE TRUSTEES OF SCHOOLS BY WARRANTY DEED DATED AUGUST 30, 1897 AND RECORDED IN BOOK 97 OF DEEDS, PAGE 41; ALSO EXCEPTING THEREFROM THAT PART THEREOF DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 19 AND RUNNING THENCE WESTERLY ALONG THE NORTH LINE THEREOF, BEING ALONG THE CENTER OF THE PUBLIC HIGHWAY, A DISTANCE OF 275 FEET TO THE NORTHEAST CORNER OF THE SCHOOL LOT; THENCE SOUTHERLY ON A LINE PARALLEL WITH THE EASTERLY LINE OF SAID LOT 19, A DISTANCE OF 198 FEET TO THE SOUTHEAST CORNER OF SAID SCHOOL LOT; THENCE EASTERLY ON A LINE PARALLEL WITH THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 275 FEET TO A POINT ON THE EASTERLY LINE OF SAID LOT 19; THENCE NORTHERLY ON THE EASTERLY LINE OF SAID LOT, 198 FEET TO THE PLACE OF BEGINNING; ALSO EXCEPTING AND RESERVING THEREFROM THAT PART THEREOF DESCRIBED AS: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 19; THENCE WESTERLY ALONG THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 489.50 FEET; THENCE SOUTHERLY PARALLEL WITH THE EAST LINE OF SAID LOT 19, A DISTANCE OF 198 FEET TO THE PLACE OF BEGINNING, THENCE EASTERLY PARALLEL WITH THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 489.50 FEET TO THE EAST LINE OF SAID LOT 19; THENCE SOUTHERLY ALONG THE EAST LINE OF SAID LOT 19, A DISTANCE OF 178.30 FEET; THENCE WESTERLY PARALLEL WITH THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 489.30 FEET; THENCE NORTHERLY PARALLEL WITH THE EAST LINE OF SAID LOT 19, A DISTANCE OF 178.30 FEET TO THE PLACE OF BEGINNING, AND ALSO EXCEPTING THEREFROM THAT PART THEREOF DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE NORTH LINE OF SAID LOT 19, SAID POINT BEING 949.50 FEET WEST OF THE NORTHEAST CORNER THEREOF; THENCE EAST ON THE NORTH LINE OF SAID LOT 19 FOR A DISTANCE OF 460.00 FEET TO A POINT, SAID POINT BEING THE NORTHWEST CORNER OF A CERTAIN DEED RECORDED IN SAID RECORDER'S OFFICE ON AUGUST 30, 1897 IN BOOK 97 OF DEEDS ON PAGE 41; THENCE SOUTHERLY ON THE WESTERLY LINE OF SAID DEED, SO RECORDED, (AND EXTENDED SOUTHERLY) AND BEING PARALLEL WITH THE EASTERLY LINE OF SAID LOT 19 FOR A DISTANCE OF 377.00 FEET TO A POINT; THENCE WESTERLY 460.00 FEET TO A POINT 372.00 FEET SOUTHERLY FROM THE PLACE OF BEGINNING; THENCE NORTHERLY 372.00 FEET TO THE PLACE OF BEGINNING) OF THE ASSESSOR'S PLAT OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 44 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK 45 OF DEEDS, PAGE 90 IN MCHENRY COUNTY, ILLINOIS.

ALSO, THAT PART OF RIDGEFIELD ROAD LOCATED ADJACENT AND CONTIGUOUS TO THE ABOVE DESCRIBED PARCEL, ALL BEING PART OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 44 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN MCHENRY COUNTY, ILLINOIS.

PIN No: 13-25-127-010 & 13-25-127-011
Common Address: 8733 Ridgefield Road

Ord. No. .....
File No. ....

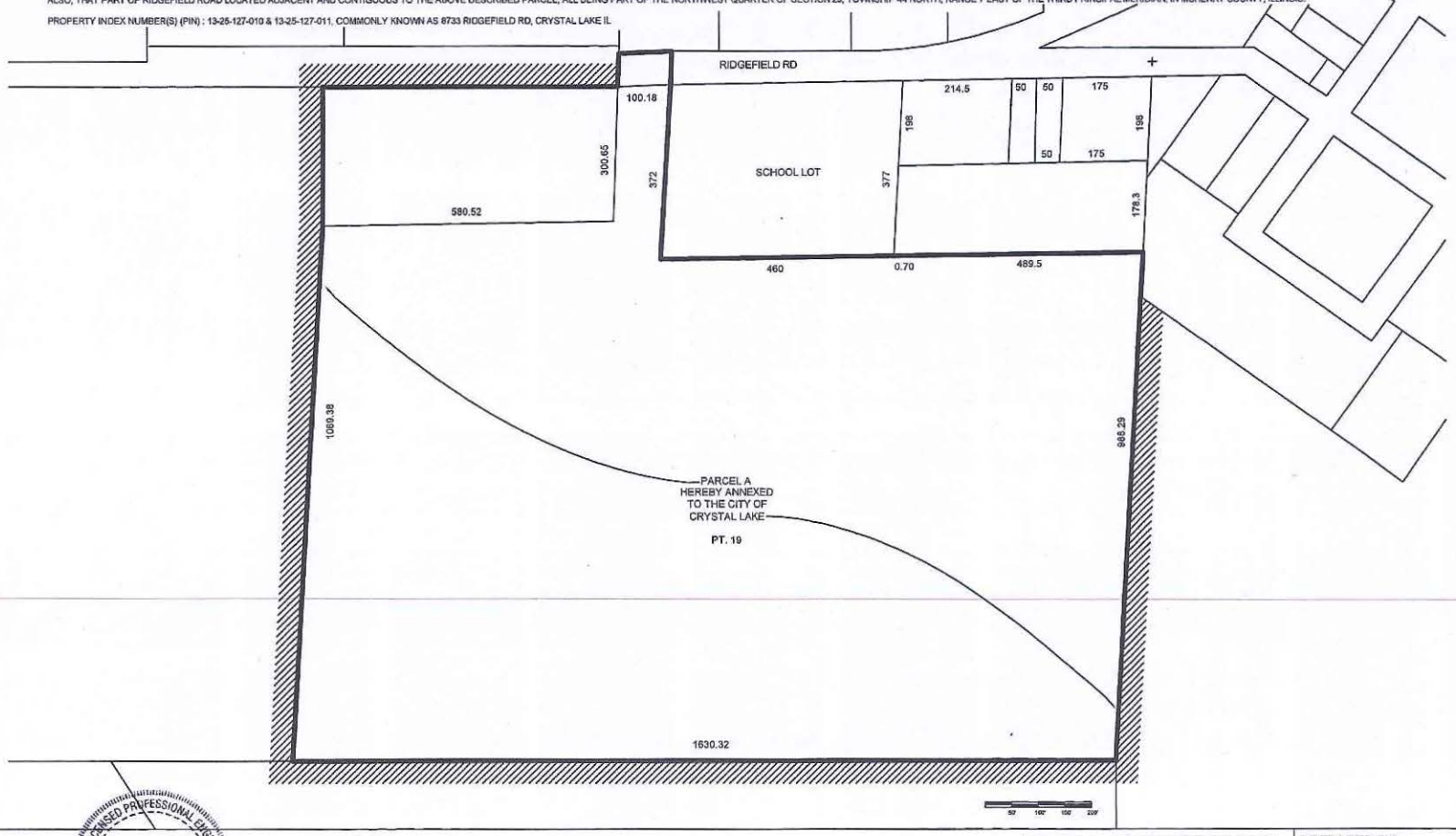
EXHIBIT "B"
PLAT OF ANNEXATION

PLAT OF ANNEXATION

PARCEL A: THAT PART OF LOT 19 DESCRIBED AS FOLLOWS, TO-WIT: COMMENCING AT A POST IN THE CENTER OF THE PUBLIC HIGHWAY AT THE NORTHEAST CORNER OF SAID LOT 19, AND RUNNING THENCE SOUTH 4 ½ DEGREES WEST, ALONG THE EAST LINE OF SAID LOT, 20 CHAINS AND 54 LINKS TO THE SOUTHEAST CORNER OF SAID LOT; THENCE WEST ALONG THE SOUTH LINE OF SAID LOT, 24 CHAINS AND 70 LINKS; THENCE NORTH 4 ½ DEGREES EAST ON THE LINE PARALLEL WITH THE SAID EAST LINE OF SAID LOT, 20 CHAINS AND 54 LINKS, TO THE NORTH LINE OF SAID LOT IN THE CENTER OF THE SAID HIGHWAY; THENCE EAST ALONG THE NORTH LINE OF SAID LOT, 24 CHAINS AND 70 LINKS TO THE PLACE OF BEGINNING (EXCEPT THEREFROM THAT PART THEREOF CONVEYED BY WILLIAM H. HARBACK AND WIFE TO THE TRUSTEES OF SCHOOLS BY WARRANTY DEED DATED AUGUST 30, 1897 AND RECORDED IN BOOK 97 OF DEEDS, PAGE 41; ALSO EXCEPTING THEREFROM THAT PART THEREOF DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 19 AND RUNNING THENCE WESTERLY ALONG THE NORTH LINE THEREOF, BEING ALONG THE CENTER OF THE PUBLIC HIGHWAY, A DISTANCE OF 275 FEET TO THE NORTHEAST CORNER OF THE SCHOOL LOT; THENCE SOUTHERLY ON A LINE PARALLEL WITH THE EASTERLY LINE OF SAID LOT 19, A DISTANCE OF 198 FEET TO THE SOUTHEAST CORNER OF SAID SCHOOL LOT; THENCE EASTERLY ON A LINE PARALLEL WITH THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 275 FEET TO A POINT ON THE EASTERLY LINE OF SAID LOT 19; THENCE NORTHERLY ON THE EASTERLY LINE OF SAID LOT, 198 FEET TO THE PLACE OF BEGINNING; ALSO EXCEPTING AND RESERVING THEREFROM THAT PART THEREOF DESCRIBED AS: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 19; THENCE WESTERLY ALONG THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 489.50 FEET; THENCE SOUTHERLY PARALLEL WITH THE EAST LINE OF SAID LOT 19, A DISTANCE OF 198 FEET TO THE PLACE OF BEGINNING, THENCE EASTERLY PARALLEL WITH THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 489.50 FEET TO THE EAST LINE OF SAID LOT 19; THENCE SOUTHERLY ALONG THE EAST LINE OF SAID LOT 19, A DISTANCE OF 178.30 FEET; THENCE WESTERLY PARALLEL WITH THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 489.30 FEET; THENCE NORTHERLY PARALLEL WITH THE EAST LINE OF SAID LOT 19, A DISTANCE OF 178.30 FEET TO THE PLACE OF BEGINNING, AND ALSO EXCEPTING THEREFROM THAT PART THEREOF DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE NORTH LINE OF SAID LOT 19, SAID POINT BEING 949.50 FEET WEST OF THE NORTHEAST CORNER THEREOF; THENCE EAST ON THE NORTH LINE OF SAID LOT 19 FOR A DISTANCE OF 460.00 FEET TO A POINT, SAID POINT BEING THE NORTHWEST CORNER OF A CERTAIN DEED RECORDED IN SAID RECORDER'S OFFICE ON AUGUST 30, 1897 IN BOOK 97 OF DEEDS ON PAGE 41; THENCE SOUTHERLY ON THE WESTERLY LINE OF SAID DEED, SO RECORDED, (AND EXTENDED SOUTHERLY) AND BEING PARALLEL WITH THE EASTERLY LINE OF SAID LOT 19 FOR A DISTANCE OF 377.00 FEET TO A POINT; THENCE WESTERLY 460.00 FEET TO A POINT 372.00 FEET SOUTHERLY FROM THE PLACE OF BEGINNING; THENCE NORTHERLY 372.00 FEET TO THE PLACE OF BEGINNING) OF THE ASSESSOR'S PLAT OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 44 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK 45 OF DEEDS, PAGE 90 IN MCHENRY COUNTY, ILLINOIS.

ALSO, THAT PART OF RIDGEFIELD ROAD LOCATED ADJACENT AND CONTIGUOUS TO THE ABOVE DESCRIBED PARCEL, ALL BEING PART OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 44 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN MCHENRY COUNTY, ILLINOIS.

PROPERTY INDEX NUMBER(S) (PIN) : 13-25-127-010 & 13-25-127-011, COMMONLY KNOWN AS 8733 RIDGEFIELD RD, CRYSTAL LAKE IL



APPROVED:

(REGISTERED PROFESSIONAL ENGINEER)

DATED: December 12, 2017

LICENSED PROFESSIONAL ENGINEER
ABIGAIL LYNN WILGREEN
062.060516
STATE OF ILLINOIS

LEGEND

- BOUNDARY LINE (HEAVY SOLID LINE)
- PARCEL LINE (SOLID LINE)
- EXISTING CITY OF CRYSTAL LAKE CORPORATE LIMITS (SOLID LINE)

PREPARED BY:	
City of Crystal Lake Community Development 100 West Woodstock St Crystal Lake, Illinois 60014	
DRAWN BY:	DD
CHECKED BY:	KC
COMPLETION DATE:	12/05/17

City of Crystal Lake
Illinois

SHEET 1 OF 1

Ord. No. .....
File No. ....

DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE ZONING CERTAIN PROPERTY "W" WATERSHED DISTRICT AND GRANTING SPECIAL USE PERMITS

WHEREAS, Lillian M. Powers Family Limited Partnership, Chicago Title Land Trust Company Trust 8002351915, Daniel S. Powers, Kathleen Lambert, and Michael Powers (hereinafter, the "Owner") is the owner of property legally described in Exhibit A, attached hereto (hereinafter, the "Subject Property"); and

WHEREAS, pursuant to an application filed by the Owner, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on November 21, 2017 in the Northwest Herald, held a public hearing at 7:30 p.m., on December 6, 2017 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed zoning of the Subject Property to "W" Watershed District and granting of Special Use Permits for: A. An existing wireless communication tower, and B. Existing outdoor storage of vehicles and materials; and

WHEREAS, on December 6, 2017, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of

Crystal Lake that the zoning of the Property be changed to "W" Watershed and Special Use Permits for: A. An existing wireless communication tower, and B. Existing outdoor storage of vehicles and materials, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2017-39, dated as of December 7, 2017; and

WHEREAS, the City Council of the City of Crystal Lake, pursuant to notice duly published on December 1, 2017 and December 16, 2017 in the Northwest Herald, held a public hearing at 7:30 p.m., on January 16, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed annexation of the subject property; and

WHEREAS, said territory is the subject of a certain Annexation Agreement; and

WHEREAS, said territory has been duly annexed by ordinance to the City of Crystal Lake; and

WHEREAS, it is in the best interests of the City of Crystal Lake that Special Use Permits for: A. An existing wireless communication tower, and B. Existing outdoor storage of vehicles and materials; and

WHEREAS, by the terms of said Annexation Agreement, said territory is to be zoned "W" Watershed zoning; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the property legally described herein below be classified and zoned as indicated.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: Recitals: The foregoing recitals are hereby incorporated by reference as though fully set forth herein.

SECTION II: That the Subject Property is hereby zoned and classified "W" Watershed district.

SECTION III: That Special Use Permits for: A. An existing wireless communication tower, and B. Existing outdoor storage of vehicles and materials are hereby granted for the Subject Property for outdoor storage of material and equipment subject to the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:

   A. Petition to Annex (Powers, dated 10/27/17)

2. The petitioner shall comply with the requirements of the Community Development Department.

SECTION IV: That the City Clerk is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the and Special Use Permits and zoning classification of the above-described property in accordance with the provisions of this Ordinance, as provided by law.

SECTION V: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

AYES:

NAYS:

ABSENT:

Ord. No. .....
File No. ....

PASSED this 16th day of January, 2018.

APPROVED by me this 16th day of January, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: January 16, 2018
Approved: January 16, 2018

EXHIBIT A

PARCEL A: THAT PART OF LOT 19 DESCRIBED AS FOLLOWS, TO-WIT: COMMENCING AT A POST IN THE CENTER OF THE PUBLIC HIGHWAY AT THE NORTHEAST CORNER OF SAID LOT 19, AND RUNNING THENCE SOUTH 4 ½ DEGREES WEST, ALONG THE EAST LINE OF SAID LOT, 20 CHAINS AND 54 LINKS TO THE SOUTHEAST CORNER OF SAID LOT; THENCE WEST ALONG THE SOUTH LINE OF SAID LOT, 24 CHAINS AND 70 LINKS; THENCE NORTH 4 ½ DEGREES EAST ON THE LINE PARALLEL WITH THE SAID EAST LINE OF SAID LOT, 20 CHAINS AND 54 LINKS, TO THE NORTH LINE OF SAID LOT IN THE CENTER OF THE SAID HIGHWAY; THENCE EAST ALONG THE NORTH LINE OF SAID LOT, 24 CHAINS AND 70 LINKS TO THE PLACE OF BEGINNING (EXCEPT THEREFROM THAT PART THEREOF CONVEYED BY WILLIAM H. HARBACK AND WIFE TO THE TRUSTEES OF SCHOOLS BY WARRANTY DEED DATED AUGUST 30, 1897 AND RECORDED IN BOOK 97 OF DEEDS, PAGE 41; ALSO EXCEPTING THEREFROM THAT PART THEREOF DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 19 AND RUNNING THENCE WESTERLY ALONG THE NORTH LINE THEREOF, BEING ALONG THE CENTER OF THE PUBLIC HIGHWAY, A DISTANCE OF 275 FEET TO THE NORTHEAST CORNER OF THE SCHOOL LOT; THENCE SOUTHERLY ON A LINE PARALLEL WITH THE EASTERLY LINE OF SAID LOT 19, A DISTANCE OF 198 FEET TO THE SOUTHEAST CORNER OF SAID SCHOOL LOT; THENCE EASTERLY ON A LINE PARALLEL WITH THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 275 FEET TO A POINT ON THE EASTERLY LINE OF SAID LOT 19; THENCE NORTHERLY ON THE EASTERLY LINE OF SAID LOT, 198 FEET TO THE PLACE OF BEGINNING; ALSO EXCEPTING AND RESERVING THEREFROM THAT PART THEREOF DESCRIBED AS: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 19; THENCE WESTERLY ALONG THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 489.50 FEET; THENCE SOUTHERLY PARALLEL WITH THE EAST LINE OF SAID LOT 19, A DISTANCE OF 198 FEET TO THE PLACE OF BEGINNING, THENCE EASTERLY PARALLEL WITH THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 489.50 FEET TO THE EAST LINE OF SAID LOT 19; THENCE SOUTHERLY ALONG THE EAST LINE OF SAID LOT 19, A DISTANCE OF 178.30 FEET; THENCE WESTERLY PARALLEL WITH THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 489.30 FEET; THENCE NORTHERLY PARALLEL WITH THE EAST LINE OF SAID LOT 19, A DISTANCE OF 178.30 FEET TO THE PLACE OF BEGINNING, AND ALSO EXCEPTING THEREFROM THAT PART THEREOF DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE NORTH LINE OF SAID LOT 19, SAID POINT BEING 949.50 FEET WEST OF THE NORTHEAST CORNER THEREOF; THENCE EAST ON THE NORTH LINE OF SAID LOT 19 FOR A DISTANCE OF 460.00 FEET TO A POINT, SAID POINT BEING THE NORTHWEST CORNER OF A CERTAIN DEED RECORDED IN SAID RECORDER'S OFFICE ON AUGUST 30, 1897 IN BOOK 97 OF DEEDS ON PAGE 41; THENCE SOUTHERLY ON THE WESTERLY LINE OF SAID DEED, SO RECORDED, (AND EXTENDED SOUTHERLY) AND BEING PARALLEL WITH THE EASTERLY LINE OF SAID LOT 19 FOR A DISTANCE OF 377.00 FEET TO A POINT; THENCE WESTERLY 460.00 FEET TO A POINT 372.00 FEET SOUTHERLY FROM THE PLACE OF BEGINNING; THENCE NORTHERLY 372.00 FEET TO THE PLACE OF BEGINNING) OF THE ASSESSOR'S PLAT OF THE NORTHWEST

QUARTER OF SECTION 25, TOWNSHIP 44 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK 45 OF DEEDS, PAGE 90 IN MCHENRY COUNTY, ILLINOIS.

ALSO, THAT PART OF RIDGEFIELD ROAD LOCATED ADJACENT AND CONTIGUOUS TO THE ABOVE DESCRIBED PARCEL, ALL BEING PART OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 44 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN MCHENRY COUNTY, ILLINOIS.

PIN No: 13-25-127-010 & 13-25-127-011
Common Address: 8733 Ridgefield Road

Ord. No. .....
File No. ....

DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE AUTHORIZING THE EXECUTION OF AN ANNEXATION AGREEMENT

WHEREAS, Lillian M. Powers Family Limited Partnership, Chicago Title Land Trust Company Trust 8002351915, Daniel S. Powers, Kathleen Lambert, and Michael Powers (hereinafter, "the Owner") is the record title owner of a certain tract of land located in Dorr Township in unincorporated McHenry County, Illinois, and legally described in Exhibit A attached hereto and by this reference incorporated herein and made a part hereof (the "Subject Property"); and

WHEREAS, there are no electors residing on the subject property; and

WHEREAS, the Subject Property consists of approximately 42.8 acres and is depicted on the plat of annexation attached as Exhibit B attached hereto (the "Plat of Annexation"); and

WHEREAS, the Subject Property is contiguous to the corporate limits of the City and is not within the corporate limits of any municipality; and

WHEREAS, the Owner desires and proposes to have the Subject Property annexed to the City of Crystal Lake pursuant to and in accordance with the provisions of Section 7-1-8 of the Illinois Municipal Code (the "Annexation"); and

WHEREAS, prior to approval of the Annexation, the City and the Owner desire to establish by agreement terms for the Annexation of the Subject Property; and

WHEREAS, pursuant to the provisions of Section 11-15.1-1 *et seq.* of the Illinois Municipal Code, a proposed annexation agreement, in substance and form substantially the same as the agreement attached hereto as Exhibit C, was submitted to the Corporate Authorities of the City of Crystal Lake and, pursuant to notice published in the Northwest Herald on December 1, 2017 and December 16, 2017, as provided by statute, a public hearing was held thereon by the Corporate Authorities commencing on January 16, 2018.

WHEREAS, the Mayor and City Council of the City of Crystal Lake have found and determined that it is in the best interests of the City that an annexation agreement with the Owner be approved and the execution and attestation of such agreement be authorized;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, MCHENRY ILLINOIS, AS FOLLOWS:

SECTION I: The foregoing recitals are incorporated as though fully set forth herein.

SECTION II: That the Mayor be and he is hereby authorized and directed to execute, and the City Clerk is directed to attest, the Annexation Agreement, a copy of which is attached hereto and made a part hereof as Exhibit C.

SECTION III: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

AYES:

NAYS:

ABSENT:

Ord. No. .....
File No. ....

PASSED this 16th day of January, 2018.

APPROVED by me this 16th day of January, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: Janaury 16, 2018
Approved: January 16, 2018

Ord. No. .....
File No. ....

EHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

PARCEL A: THAT PART OF LOT 19 DESCRIBED AS FOLLOWS, TO-WIT: COMMENCING AT A POST IN THE CENTER OF THE PUBLIC HIGHWAY AT THE NORTHEAST CORNER OF SAID LOT 19, AND RUNNING THENCE SOUTH 4 ½ DEGREES WEST, ALONG THE EAST LINE OF SAID LOT, 20 CHAINS AND 54 LINKS TO THE SOUTHEAST CORNER OF SAID LOT; THENCE WEST ALONG THE SOUTH LINE OF SAID LOT, 24 CHAINS AND 70 LINKS; THENCE NORTH 4 ½ DEGREES EAST ON THE LINE PARALLEL WITH THE SAID EAST LINE OF SAID LOT, 20 CHAINS AND 54 LINKS, TO THE NORTH LINE OF SAID LOT IN THE CENTER OF THE SAID HIGHWAY; THENCE EAST ALONG THE NORTH LINE OF SAID LOT, 24 CHAINS AND 70 LINKS TO THE PLACE OF BEGINNING (EXCEPT THEREFROM THAT PART THEREOF CONVEYED BY WILLIAM H. HARBACK AND WIFE TO THE TRUSTEES OF SCHOOLS BY WARRANTY DEED DATED AUGUST 30, 1897 AND RECORDED IN BOOK 97 OF DEEDS, PAGE 41; ALSO EXCEPTING THEREFROM THAT PART THEREOF DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 19 AND RUNNING THENCE WESTERLY ALONG THE NORTH LINE THEREOF, BEING ALONG THE CENTER OF THE PUBLIC HIGHWAY, A DISTANCE OF 275 FEET TO THE NORTHEAST CORNER OF THE SCHOOL LOT; THENCE SOUTHERLY ON A LINE PARALLEL WITH THE EASTERLY LINE OF SAID LOT 19, A DISTANCE OF 198 FEET TO THE SOUTHEAST CORNER OF SAID SCHOOL LOT; THENCE EASTERLY ON A LINE PARALLEL WITH THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 275 FEET TO A POINT ON THE EASTERLY LINE OF SAID LOT 19; THENCE NORTHERLY ON THE EASTERLY LINE OF SAID LOT, 198 FEET TO THE PLACE OF BEGINNING; ALSO EXCEPTING AND RESERVING THEREFROM THAT PART THEREOF DESCRIBED AS: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 19; THENCE WESTERLY ALONG THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 489.50 FEET; THENCE SOUTHERLY PARALLEL WITH THE EAST LINE OF SAID LOT 19, A DISTANCE OF 198 FEET TO THE PLACE OF BEGINNING, THENCE EASTERLY PARALLEL WITH THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 489.50 FEET TO THE EAST LINE OF SAID LOT 19; THENCE SOUTHERLY ALONG THE EAST LINE OF SAID LOT 19, A DISTANCE OF 178.30 FEET; THENCE WESTERLY PARALLEL WITH THE NORTH LINE OF SAID LOT 19, A DISTANCE OF 489.30 FEET; THENCE NORTHERLY PARALLEL WITH THE EAST LINE OF SAID LOT 19, A DISTANCE OF 178.30 FEET TO THE PLACE OF BEGINNING, AND ALSO EXCEPTING THEREFROM THAT PART THEREOF DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE NORTH LINE OF SAID LOT 19, SAID POINT BEING 949.50 FEET WEST OF THE NORTHEAST CORNER THEREOF; THENCE EAST ON THE NORTH LINE OF SAID LOT 19 FOR A DISTANCE OF 460.00 FEET TO A POINT, SAID POINT BEING THE NORTHWEST CORNER OF A CERTAIN DEED RECORDED IN SAID RECORDER'S OFFICE ON AUGUST 30, 1897 IN BOOK 97 OF DEEDS ON PAGE 41; THENCE SOUTHERLY ON THE WESTERLY LINE OF SAID DEED, SO RECORDED, (AND EXTENDED SOUTHERLY) AND BEING PARALLEL WITH THE EASTERLY LINE OF SAID LOT 19 FOR A DISTANCE OF 377.00 FEET TO A POINT; THENCE WESTERLY 460.00 FEET TO A POINT 372.00 FEET SOUTHERLY FROM THE PLACE OF BEGINNING; THENCE NORTHERLY 372.00

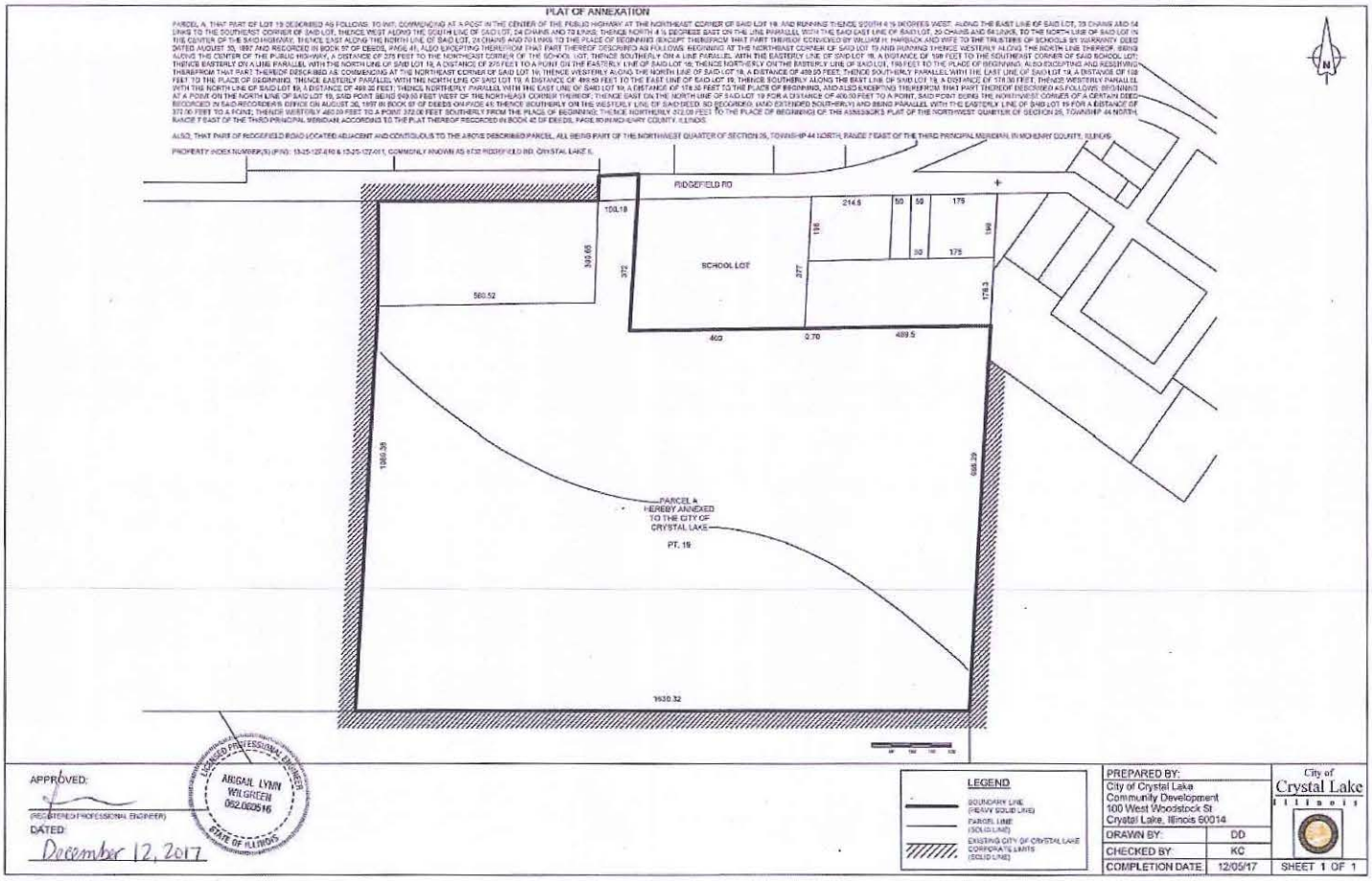
FEET TO THE PLACE OF BEGINNING) OF THE ASSESSOR'S PLAT OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 44 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK 45 OF DEEDS, PAGE 90 IN MCHENRY COUNTY, ILLINOIS.

ALSO, THAT PART OF RIDGEFIELD ROAD LOCATED ADJACENT AND CONTIGUOUS TO THE ABOVE DESCRIBED PARCEL, ALL BEING PART OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 44 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN MCHENRY COUNTY, ILLINOIS.

PIN No: 13-25-127-010 & 13-25-127-011
Common Address: 8733 Ridgefield Road

Ord. No. .....
File No. ....

EXHIBIT B
PLAT OF ANNEXATION



Ord. No. .....
File No. ....

EXHIBIT C
ANNEXATION AGREEMENT

Agenda Item No: 18

City Council
Agenda Supplement

Meeting Date: January 16, 2018

Item: Agreement for Police Officer Firearms Training

Staff Recommendation: Motion to adopt a Resolution authorizing the City Manager to execute a two-year agreement with Straight Shooter Gallery, LLC/dba On Target & Tactical Training for firearms training.

Staff Contact: James Black, Chief of Police

Background:

On February 17, 2015, the City Council approved an agreement between the City of Crystal Lake Police Department and On Target Range and Tactical Training Center for firearms training. This was a 2 year extension of the original agreement first signed on July 17th, 2012. All of the Police Department's sworn personnel train at this facility throughout the year. Such types of firearms training include the following: pistol, shotgun, and rifle. At this time, the Police Department recommends entering into a new agreement for two additional years. The new contract maintains all of the provisions of the original contract and has no increase in cost. This agreement defines hourly rates, facility logistics, term limits, and other general procedures. The agreement has been reviewed and approved by legal staff.

Recommendation:

Authorize the City Manager to execute a two-year agreement with On Target Range and Tactical Training Center for Police Department range training.

Votes Required to Pass:

Simple majority

RESOLUTION

DRAFT

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and he is hereby authorized and directed to execute a two-year agreement with Straight Shooter Gallery, LLC/dba On Target & Tactical Training for firearms training.

DATED this 16 day of January, 2018

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: January 16, 2018
APPROVED: January 16, 2018

Agenda Item No: 19

City Council
Agenda Supplement

Meeting Date: January 16, 2018

Item: Generator Maintenance Services

Staff recommendation: Motion to award the bid for generator maintenance services to the lowest responsible and responsive bidder, Interstate Power Systems, and to adopt a Resolution authorizing the City Manager to execute a three-year contract with Interstate Power Systems with two optional one-year extensions.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

On December 19, 2017, the City of Crystal Lake publicly opened and read aloud the bids received for generator maintenance services. The City has a total of 27 generators (fixed and portable). The generators are located at various facility sites throughout Crystal Lake, including the Municipal Complex, fire stations, water treatment plants, lift stations, and wastewater treatment plants. In addition to scheduled preventative maintenance service, the bid includes provisions for regular and emergency service within a limited response time. The bid specifications include an optional generator load test program for each generator. A load test is a type of performance test to measure the strength, durability, and useful life of a generator.

The following is a breakdown of the bids received:

	✓Interstate Power Systems, Carol Stream, IL	Lionheart, Huntley, IL	Dreisilker Electric Motors, Glen Ellyn, IL
Generator Maint A,B,C	$ 32,595.00	$ 35,340.00	$ 57,146.00
Generator Maint D	$ 28,040.00	$ 27,200.00	$ 29,500.00
Added Option SEECOM Gen Maint	$ 2,415.00	$ 2,240.00	$ 4,917.00
General Repair Hourly Rate			
Regular Time	$ 117.00	$ 130.00	$ 125.00
OT and Saturday	$ 175.00	$ 195.00	$ 187.50
Sunday and Holiday	$ 175.00	$ 260.00	$ 187.50
Annual Percentage Increase for Hour Rate			
Base Year 2	0%	0%	0%
Base Year 3	3%	3%	0%
Optional Year 4	4%	3%	3%
Optional Year 5	3%	3%	3%
Parts Cost Markup Percentage	20%	30%	20%
Annual Markup Percentage for Itemized Maint Option Program			
Base Year 2	0%	0%	0%
Base Year 3	3%	3%	0%
Optional Year 4	4%	3%	3%
Optional Year 5	3%	3%	3%
TOTAL	**$ 63,050.00**	**$ 64,780.00**	**$ 91,563.00**

√ Indicates recommended lowest responsible and responsive bidder

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. The Public Works Department staff has verified references provided by Interstate Power Systems and received satisfactory recommendations. It is staff's recommendation to award the generator maintenance bid to the lowest responsible and responsive bidder, Interstate Power Systems, and authorize the City Manager to execute a three-year contract with an option for two additional one-year extensions with Interstate Power Systems.

Votes Required to Pass:

Simple majority.



DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a three-year contract between the CITY OF CRYSTAL LAKE and Interstate Power Systems for Generator Maintenance Services with an option for two additional one-year extensions.

DATED this 16th day of January, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: January 16, 2018
APPROVED: January 16, 2018

Agenda Item No: 20

City Council
Agenda Supplement

Meeting Date: January 16, 2018

Item: Door and Gate Maintenance Bid

Staff Recommendation: Motion to award the bid for the door and gate maintenance and repairs program to the lowest responsible and responsive bidder, Builders Chicago Corporation, and adopt a Resolution authorizing the City Manager to execute a two-year contract with Builders Chicago Corporation in the amount bid with an option for two one-year extensions.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

On December 7, 2017, the City of Crystal Lake publicly opened and read aloud bids received for the Door and Gate Maintenance & Service Program. This contract includes all overhead doors and gates located at City facilities including the Municipal Complex, fire stations, water and wastewater treatment plants and lift stations. Three (3) vendors submitted bids for the contract.

The base year contract bid totals are as follows:

	Builders Chicago Corp., Rosemont, IL	**American Door,** Schaumburg, IL	**Door Service Inc.,** McHenry, IL
Totals	$4,210	$10,450	$19,072

The bid document requested vendors to provide a flat fee for the routine maintenance for various overhead doors and motorized gates and provide fire door inspection and certifications for the facilities noted above. In addition, the vendors were asked to provide the City with a standard labor rate and parts markup price for any additional, or non-routine, maintenance or repairs (attached).

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. It is the recommendation of staff to award the bid to the lowest responsible and responsive bidder, Builders Chicago Corporation, for the Door and Gate Maintenance & Services Program for the contract period with the optional two, one-year extensions in accordance with the terms and conditions of the invitation to bid document. Builders Chicago Corporation has received positive feedback from references that were provided and has performed similar services for the City in the past.

Votes Required to Pass:

Simple Majority

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a two-year contract between the CITY OF CRYSTAL LAKE and Builders Chicago Corporation for Door and Gate Maintenance with two optional, one year extensions in the amounts bid.

DATED this 16th day of January, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: January 16, 2018
APPROVED: January 16, 2018

Agenda Item No: 21

City Council
Agenda Supplement

Meeting Date: January 16, 2018

Item: SCADA System Management

Staff Recommendation: 1) Reject previous proposals for SCADA System Management; and

2) Motion to award the proposal for SCADA System Management to the most responsive, responsible proposer, Concentric Integration, for SCADA System Management of the City's SCADA systems, and to adopt a resolution authorizing the City Manager to execute a contract with Concentric Integration for three years and up to two additional one-year terms in the proposed unit prices.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

The City of Crystal Lake has an existing Supervisory Control and Data Acquisition (SCADA) system, which monitors and controls operations at the City's five water treatment plants, two wastewater treatment plants and 15 of the City's 31 lift stations. SCADA allows for remote monitoring of these facilities, recording of flow data, and more importantly, automatically sends out electronic notification alarms for programmed critical events to alert staff to respond. The SCADA systems consists of electronic components and sensors, Ethernet communications, wireless and internet based communication, servers with firewall protection and specialized software. This system requires periodic maintenance, management and replacement/repair of electronic components. Staff relies heavily on the SCADA system to keep the City's potable water and waste water systems operating correctly as well as protecting the SCADA system from outside threats (cybersecurity).

Programming and configuration of these systems is unique, requiring both a knowledge of electronic components as well as computer networking and communications. To assist staff with the specialized skills required for this management and maintenance, the City has relied upon outside consultants and has budgeted annually for these services. The current vendor's contract has expired and the City has therefore requested proposals from qualified firms.

Discussion:
On January 4, 2018, the City received proposals and costs from the following two companies:

- Concentric Integration
- Advanced Automation and Controls, Inc.

The City also opened proposals on the following previous dates: August 28, 2017 (two proposals received) and October 31, 2017 (one proposal received that did not meet minimum qualifications.) After reviewing these previous proposals, staff was not satisfied that the appropriate scope of services and qualifications were being provided. As a result, staff revised the scope and qualifications significantly. The third request for proposals further clarified the City's requirements and requested additional information from vendors to help staff with the selection process. The third solicitation for proposals was successful.

Consultant Selection Process
The Public Works Department followed the City's Purchasing Policy to secure a qualified vendor to address this project. Public Works Department staff reviewed the proposals. The qualifications criteria that were considered during the review were:

1. Proposal completeness
2. Firm's reputation and integrity
3. General experience and history of performance on similar projects
4. Current or past projects related to the scope of services
5. Understanding of the project
6. Adherence to the Project Scoping Summary
7. Experience of personnel, including industry certifications
8. Cost

The Public Works Department identified Concentric Integration as being the most responsive and responsible proposer for reasons including:

- proposal adequately addressed the aspects of this project
- proposal identified past projects of a similar scope to the Crystal Lake project
- proposal provided adequate description of staffing
- Concentric Integration has staff with cybersecurity training
- Staff has extensive electronics experience (components) and software and networking experience and expertise
- Proposal addressed training and certification of staff

An important component clarified during the third request for proposal concerned network security. For example, our request sought to understand if the proposer had Certified Information Systems Security Professionals (CISSP) on staff. Concentric Integration does have a staff member that is CISSP, while Advanced Automation and Controls does not. Since the SCADA System Management oversees critical City infrastructure, our ability to work with a vendor that has CISSP staff is very important. Concentric Integration also has staff with Microsoft Certified Professional certification and has a licensed civil engineer and licensed electrical engineer on staff.

Concentric Integration (meets all requirements)

Personnel Description	Hourly Cost
Consulting and Design	$160
Project Management and Coordination	$125
Systems Integration	$125
Administrative	$85

Advanced Automation and Controls, Inc. (partially meets requirements)

Personnel Description	Hourly Cost
Senior Applications Engineer	$115
Application Engineer	$90
Control Systems Technician	$80

A key initiative for this year and future years is to increase participation of the City's IT Department, as staffing levels permit, toward a goal of reducing reliance on outside consultation of networking and communication efforts. In the interim, Concentric Integration provides the broad spectrum of experience and skills to operate the SCADA components and IT services if required.

Recommendation:

The Public Works Department recommends awarding the contract to Concentric Integration. Concentric Integration has submitted the most responsive, responsible proposal that represents the best option to the City and its needs. Being located in Ridgefield, they have a number of technicians that can offer prompt response to emergency calls. The City has utilized Concentric Integration in the past and has been satisfied.

Votes Required to Pass:

Simple Majority

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a contract with Concentric Integration for SCADA System Management for three years and up to two additional one-year terms in the proposed unit prices.

DATED this 16th day of January, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: January 16, 2018
APPROVED: January 16, 2018

Agenda Item No: 23

City Council
Agenda Supplement

Meeting Date:	January 16, 2018
Item:	REPORT OF THE PLANNING & ZONING COMMISSION #2007-38 Mercyhealth Crystal Lake
Requests:	1. Preliminary Planned Unit Development for a micro-hospital and medical center. 2. Special Use Permit for a hospital and accessory uses including helipad. 3. Deferral to bury existing overhead utility lines until an area wide program is established.
Petitioner:	Jen Hall, Mercyhealth, petitioner 875 S. Route 31
PZC Recommendations:	Motion to adopt an ordinance approving the Preliminary PUD and Special Use Permit for a micro hospital with accessory uses including the helipad for Mercyhealth at 875 S. Route 31.
Staff Contact:	Michelle Rentzsch, Community Development Director

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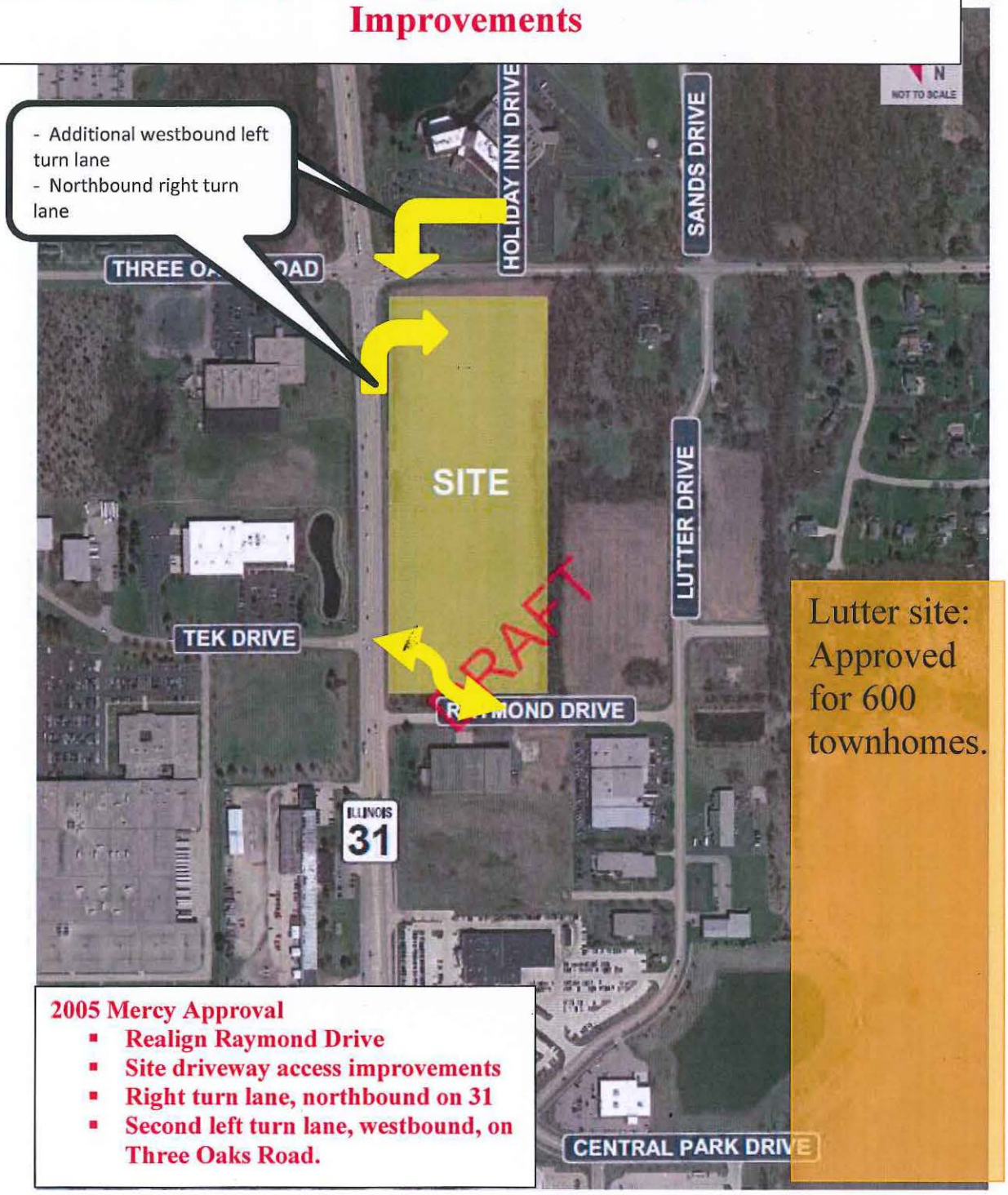
Zoning:

- Mercy Alliance has owned this property for several years and in 2005 received Preliminary PUD approval for a hospital and medical center on this site, which was never built.
- The site is currently zoned O PUD Office. Hospitals are a special use in the O zoning district. The accessory medical offices and helipad uses are supporting uses to the hospital.
- The building is designed with a variety of projections and stacked layers to create a distinct visual appearance. The project meets 6 of the 10 UDO Design Criteria, with 2 areas being deemed not applicable. The architecture meets the UDO criteria.

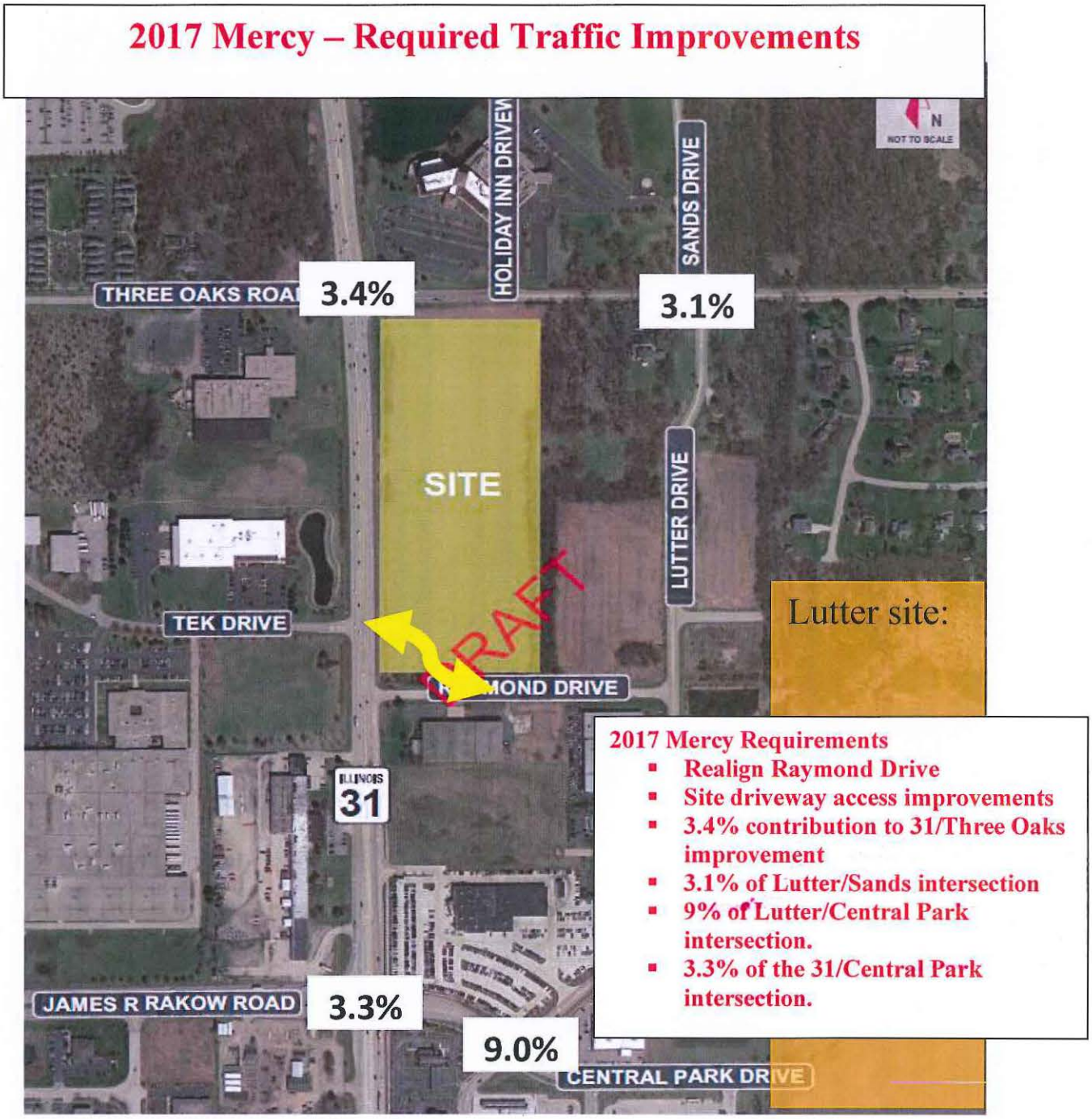
Traffic:

- Development typically pays for its fair share of the traffic improvements necessary and attributable to the development.
- Contribution to the regional traffic issues and the realignment of Raymond Drive would help Mercy fulfill their PUD criteria "The use will not negatively affect traffic circulation."
- When Mercy received their approval in 2005, they agreed to all required traffic improvements and had Raymond Drive realigned with Tek Drive as part of their site plan.

2005 Mercy – Required, Agreed To, and Approved Traffic Improvements



- As part of the purchase agreement of the land, Mercy agreed with the Lutter development partners to dedicate and construct Lutter Drive connecting Raymond with Three Oaks Road.
- This agreement also shows the realignment of Raymond Dr to meet up with Tek Dr. The stipulations in the agreement inure to the current property owners of 'Lutter' and Mercy.



Realignment of Raymond Drive

Safety

- Current offset raises safety and operational concerns, with or without traffic signal.
- Increase in traffic due to this development.
- Currently, there are conflicting left turn movements.

Helps Area Development and Redevelopments

- Surrounding intersections are at or nearing capacity.
- Makes a traffic signal, interconnected with 31 and Rakow, possible.
- Helps Mercy's customers get in and out of their facility.
- Essential for when 'Lutter' 60 acres develops or would make current near-capacity intersections failing.
- It's an essential release point as existing intersections, even improved, cannot function at an acceptable level of service.

Overhead Utility Line Burial:

- Overhead lines exist on three sides of the property; along Three Oaks Road, Route 31 and Raymond Drive.
- The most visible and prominent lines are along Route 31. Staff would suggest to reduce the burden on Mercy of burying all of the utility lines that only the ones along Route 31 be buried and the other deferred.
- Burial of the overhead utility lines might also be helpful to eliminate conflicts with the helicopter flights.





Helipad:

- The helipad is located on the northeastern side of the site. Although it does not meet the minimum 1,000 foot distance from the nearest residence, the impact of the helicopter will be less than a full-service hospital.
- The helipad would be used to coordinate transport out of the facility to a larger, better equipped trauma center. This is not a Level 1 Trauma Center so no patients would be flown into this site.

PZC Highlights:

- The PZC had significant discussion on the traffic and possible realignment of Raymond Drive.
- The PZC discussed the overall site plan and architecture of the building finding the layout and the building were well designed.
- The PZC found that this request meets the Findings of Fact for the Preliminary PUD and Special Use Permit criteria.
- The PZC made a motion to split the vote into three separate items, the Preliminary PUD and SUP, the deferral of the utility line burial, and the realignment of Raymond Drive.

The PZC was conflicted with the request, especially with the deferral of the overhead utility line burial and the realignment of Raymond Drive. They decided to split the motion into 3 motions, to give clear direction to City Council on each issue.

PZC Vote #1 approving the hospital use :

The PZC recommended **approval (7-0)** of the petitioner's request for a **Preliminary PUD and SUP for micro hospital** with accessory helipad with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Mercyhealth, received 10/27/17)
   B. Site Development Plan Set [Sheets C-100, C-200, C-300, C-301, C-302, C-400, C-500, L-100, A-6] (Fehr Graham, dated 11/22/17, received 11/22/17)
   C. Elevations (AECOM, undated, received 12/20/17)
   D. Traffic Study (Kimley Horn, dated December 2017)

2. Site Plan
   A. The designated fire lane needs to be 26 feet in width.
   B. Provide sidewalk around the site. Work with staff on the appropriate location and future connections to adjacent properties.
   C. <Right-of-way for Raymond Drive, laid out to line up with Tek Drive, shall be dedicated for a possible future connection and traffic signal on Route 31. A Plat of Dedication is required to be prepared and submitted to the City.> **(Removed by PZC into a separate motion, Vote #3)**
   D. All municipal utilities are required to be in a Municipal Utility Easement (MUE). A Plat of Easement is required to be provided to the City.
   E. A Development Agreement is a requirement of Final PUD. Work with staff to finalize the stipulations in the agreement.

3. Landscape Plan
   A. The planting beds shall contain shrubs, grasses and flowers.
   B. Add shrubs in the western landscape area adjacent to the clinic parking to screen parking spaces from Route 31.
   C. In order to provide additional screening of the parking lot, the perimeter of the western drive aisle shall contain a variety of evergreen and deciduous shrubs.

4. Signs
   A. All signage must meet the UDO requirements.
   B. No signs can be placed within 10 feet of the future dedication of right-of-way along Three Oaks Road.
   C. For Final PUD submittal, work with staff on a directional sign program.

5. Provide the following plans with the Final PUD submittal:
   A. Floor plan illustrating square footage of all proposed spaces with the label of their use.
   B. Landscape plan illustrating materials, quantities, size and planting details.
   C. Revised engineering and site sheets to meet all of the recommended conditions.

6. Submit the IDOT approval for the helipad.

7. <The project plans for Final PUD must incorporate the recommendations contained in the traffic study. In addition, the site plan shall be reworked and no permanent obstructions created to allow for the future realignment of Raymond Drive so that it lines up with Tek Drive. The petitioner shall pay their fair share of the potential future traffic signal at the Rt 31/Raymond/Tek Drive intersection.> **(Removed by PZC into a separate motion, Vote #3)**

8. The petitioner hereby agrees to pay their proportionate fair share of the roadway improvements identified in the traffic study and dedicate adequate right-of-way (without compensation) for these improvements. Cost participation for off-site improvements will be decided upon determination of the scope and completion of the cost estimates.

9. ~~<In the future, when Raymond Drive is realigned to connect to Tek Drive at Route 31, Mercyhealth shall create and submit a plat of vacation for that section of Raymond Drive that would be abandoned with the realignment.>~~ **(Removed by PZC into a separate motion, Vote #3)**

10. The petitioner shall address all of the review comments and requirements of the Fire Rescue, Police, Public Works, and Community Development Departments in addition to those of the City's stormwater and traffic consultants.

PZC Vote #2 regarding the burial of aerial utility lines:

The PZC recommended **approval (3-4)** of the petitioner's request to **defer the burial of the overhead utility lines. The motion failed.**

The majority voted to deny this because they felt it was the City Council's decision and that the burial of aerial lines had already started in the area with the Lutter project and Mercy should continue with the burial.

PZC Vote #3 regarding Raymond Drive realignment:

The PZC made a recommendation to require **Raymond Road to align with Tek Drive** at Route 31. Motion was **approved (4-3)** with the following conditions:

2. Site Plan
   C. Right-of-way for Raymond Drive, laid out to line up with Tek Drive, shall be dedicated for a possible future connection and traffic signal on Route 31. A Plat of Dedication is required to be prepared and submitted to the City.

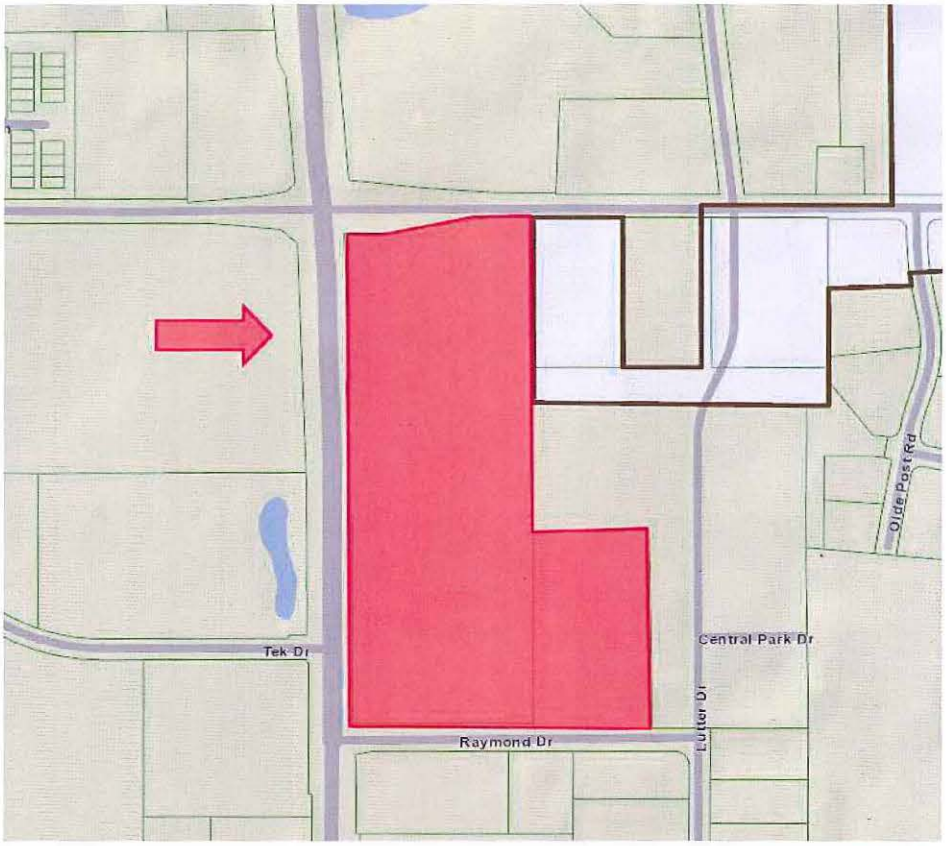
7. The project plans for Final PUD must incorporate the recommendations contained in the traffic study. In addition, the site plan shall be reworked and no permanent obstructions created to allow for the future realignment of Raymond Drive so that it lines up with Tek Drive. The petitioner shall pay their fair share of the potential future traffic signal at the Rt 31/Raymond/Tek Drive intersection.

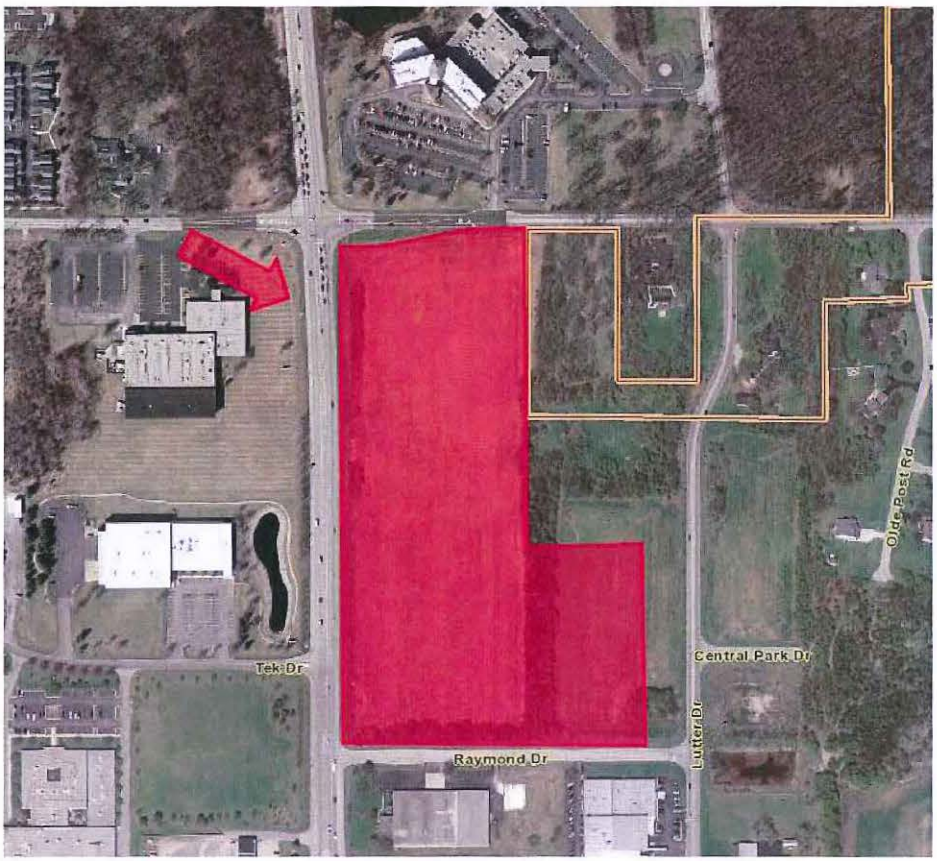
9. In the future, when Raymond Drive is realigned to connect to Tek Drive at Route 31, Mercyhealth shall create and submit a plat of vacation for that section of Raymond Drive that would be abandoned with the realignment.

Votes Required to Pass: A simple majority vote.

The draft ordinance contains all of the PZC recommendations and individual conditions can be deleted, as decided by the City Council.

2017-38 Mercyhealth Crystal Lake – 875LT S. Route 31





Ord. No. .....
File No. ....

DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A PRELIMINARY PLANNED UNIT DEVELOPMENT AND SPECIAL USE PERMIT FOR MERCYHEALTH

WHEREAS, pursuant to the terms of the Petition (File #2017-38) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Preliminary Planned Unit Development and Special Use Permit for a hospital and accessory uses including helipad; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on December 18, 2017 in the Northwest Herald, held a public hearing at 7:30 p.m., on Janaury 3, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed site plan and variation; and

WHEREAS, on Janaury 3, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Preliminary Planned Unit Development be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2017-38, dated as of January 4, 2018; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the Preliminary Planned Unit Development and Special Use Permit be granted as requested in said Petition,

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That a Preliminary Planned Unit Development and Special Use Permit be granted to permit a hospital and accessory uses including helipad for the property located at 875 S. Route 31 (19-01-401-007), Crystal Lake, Illinois.

SECTION II: That the Preliminary Planned Unit Development and Special Use Permit be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:

A. Application (MercyHealth, received 10/27/17)
B. Site Development Plan Set [Sheets C-100, C-200, C-300, C-301, C-302, C-400, C-500, L-100, A-6] (Fehr Graham, dated 11/22/17, received 11/22/17)
C. Elevations (AECOM, undated, received 12/20/17)
D. Traffic Study (Kimley Horn, dated December 2017)

2. Site Plan
   A. The designated fire lane needs to be 26 feet in width.
   B. Provide sidewalk around the site. Work with staff on the appropriate location and future connections to adjacent properties.
   C. Right-of-way for Raymond Drive, laid out to line up with Tek Drive, shall be dedicated for a possible future connection and traffic signal on Route 31. A Plat of Dedication is required to be prepared and submitted to the City.
   D. All municipal utilities are required to be in a Municipal Utility Easement (MUE). A Plat of Easement is required to be provided to the City.
   E. A Development Agreement is a requirement of Final PUD. Work with staff to finalize the stipulations in the agreement.

3. Landscape Plan
   A. The planting beds shall contain shrubs, grasses and flowers.
   B. Add shrubs in the western landscape area adjacent to the clinic parking to screen parking spaces from Route 31.
   C. In order to provide additional screening of the parking lot, the perimeter of the western drive aisle shall contain a variety of evergreen and deciduous shrubs.

4. Signs
   A. All signage must meet the UDO requirements.
   B. No signs can be placed within 10 feet of the future dedication of right-of-way along Three Oaks Road.
   C. For Final PUD submittal, work with staff on a directional sign program.

5. Provide the following plans with the Final PUD submittal:
   A. Floor plan illustrating square footage of all proposed spaces with the label of their use.
   B. Landscape plan illustrating materials, quantities, size and planting details.
   C. Revised engineering and site sheets to meet all of the recommended conditions.

6. Submit the IDOT approval for the helipad.

7. The project plans for Final PUD must incorporate the recommendations contained in the traffic study. In addition, the site plan shall be reworked and no permanent obstructions

created to allow for the future realignment of Raymond Drive so that it lines up with Tek Drive. The petitioner shall pay their fair share of the potential future traffic signal at the Rt 31/Raymond/Tek Drive intersection.

8. The petitioner hereby agrees to pay their proportionate fair share of the roadway improvements identified in the traffic study and dedicate adequate right-of-way (without compensation) for these improvements. Cost participation for off-site improvements will be decided upon determination of the scope and completion of the cost estimates.

9. In the future, when Raymond Drive is realigned to connect to Tek Drive at Route 31, Mercyhealth shall create and submit a plat of vacation for that section of Raymond Drive that would be abandoned with the realignment.

10. The petitioner shall address all of the review comments and requirements of the Fire Rescue, Police, Public Works, and Community Development Departments in addition to those of the City's stormwater and traffic consultants.

SECTION III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the issuance of a Planned Unit Development in accordance with the provisions of this Ordinance, as provided by law.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this 16th day of January, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Ord. No. .....
File No. ....

Passed: January 16, 2018
Approved: Janaury 16, 2018