CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
January 18, 2022
7:00 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes – January 4, 2022 Regular 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 19 Temporary Liquor License Request, Crystal Lake South Booster Club – Saturday, February 19, 2022**

10. **City Code Amendment to Increase the Number of Class 7 Liquor Licenses – Applicant: Tasty Sushi Crystal Lake, d/b/a Tasty Bistro, located at 394 W. Virginia Street**

11. **551 Congress Parkway, Equity Trust Company – Comprehensive Land Use Map Amendment from Office to High Density Residential, Rezoning from M-Manufacturing to R-3B PUD Multi-Family Residential, and Preliminary Planned Unit Development (PUD) review for a new 93-unit apartment development**

12. **Recapture Agreement Extension for Stephen Rasmussen**

13. **Bid Award – Municipal Building Lighting Control Replacement Project**

14. **Proposal Award – Preliminary and Final Design Engineering Services and Surface Transportation Program (STP) Grant Application Resolution, and Motor Fuel Tax (MFT) Appropriation for the Three Oaks Road at Lutter Drive/Sands Road Intersection Improvement**

15. **Approval of an Agreement between Aqua Illinois and the City of Crystal Lake for a temporary emergency water connection**

16. **Council Inquiries and Requests**

17. **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**

18. Reconvene to Regular Session

19. Adjourn

If special assistance is needed in order to participate in a City of Crystal Lake public meeting, please contact Melanie Nebel, 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 18, 2022

Item: Class 19 Temporary Liquor License Request – Crystal Lake South High School Booster Club, Saturday, February 19, 2022

Staff Recommendation: Motion to approve issuance of a Class 19 Temporary Liquor License to the Crystal Lake South High School Booster Club

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
The City has received a request from the Crystal Lake South High School Booster Club for the issuance of a Class 19 Temporary Liquor License in order to sell beer, wine, and possibly alcoholic liquor drinks at their twelfth annual Trivia Game Night being held at the St. Elizabeth Ann Seton Church Community Center, located at 1023 McHenry Avenue, on Saturday, February 19, 2022 from 6:30 p.m. to 10:30 p.m.

Section 329-5-S of the City Code permits the issuance of a Class 19 Temporary Liquor License for the retail sale of beer, wine, and alcoholic liquor drinks 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.

The Council has approved this event in the past.

Votes Required to Pass:
Simple majority

Agenda Item No: 10

City Council
Agenda Supplement

Meeting Date: January 18, 2022

Item: City Code Amendment to Increase the Number of Class 7 Liquor Licenses – Applicant: Tasty Sushi Crystal Lake, d/b/a Tasty Bistro, located at 394 W. Virginia Street

Staff Recommendation: Motion to adopt an Ordinance increasing the number of Class 7 liquor licenses from the currently permitted 3 licenses to 4 licenses, in order to allow for the issuance of a new Class 7 liquor license to Tasty Sushi Crystal Lake, d/b/a Tasty Bistro, located at 394 W. Virginia Street

Staff Contact: Eric T. Helm, Deputy City Manager
Melanie Nebel, Executive Assistant

Background:
Tasty Sushi Crystal Lake, d/b/a Tasty Bistro, will be opening soon at 394 W. Virginia Street (former 815 Chop House location).

The new owners have requested the creation of a new Class 7 liquor license to allow for the new business to sell beer and alcohol at the restaurant. It should be noted that the outdoor patio of the restaurant is located within 100 feet of residentially zoned property, however, the Class 7 license allows the Liquor Commissioner to approve the location, subject to such conditions as the Liquor Commissioner may deem necessary to ensure that sales and consumption can be conducted in a safe manner and to minimize any impact upon such residentially zoned properties.

The Tasty Bistro outdoor patio is located in front of the restaurant. The restaurant property, which includes two parcels, received Special Use Permit approval for the parking lot addition in 2003. While there are two parcels for the restaurant property, it is considered one property per the Unified Development Ordinance. The outdoor patio is 87 feet from the nearest residentially-zoned property with a residential use (located on Oriole Trail). City staff does not recommend any special conditions since the restaurant building provides a barrier between the outdoor patio area and the nearby residential uses. An overview of the property is shown in the photo below.



There are no zoning issues with the request.

The Class 7 license authorizes 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 11:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday; 11:00 a.m. and 2:00 a.m. Friday and Saturday; and noon on Sunday and 1:00 a.m. on Monday. The license shall also authorize the retail sale of alcoholic liquor in the original package by the license holder at wine-tasting events that are held within the City. A Class A 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.
[Amended 5-4-2021 by Ord. No. 7704]

(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 100% of 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, except as may be approved by the Liquor Commissioner, subject to such conditions as the Liquor Commissioner may deem necessary to ensure that sales and consumption can be conducted in a safe manner and to minimize any impact upon such residentially zoned properties.

(2) The annual fee for such license shall be the sum of $1,700.

Current Class 7 License Holders:

Name	**Address**	**Zoning**
1776, Inc.	397 Virginia Street	"B-2"
Duke's Alehouse and Kitchen	110 N. Main Street	"B-4"
Kyoto Japanese Restaurant	5690 Northwest Highway	"B-2 PUD"

The applicant has submitted all of the necessary paperwork. Fingerprint/background searches are pending.

The following conditions must be met prior to the license being issued:

- Background Check Completion
- Payment of Prorated License Fee
- Certificate of Occupancy

The attached Ordinance approves an increase in the number of Class 7 liquor licenses in order to allow the new owner, Tasty Sushi Crystal Lake, d/b/a Tasty Bistro, located at 394 W. Virginia Street, to sell and serve alcohol at the establishment.

Votes Required to Pass:

Simple majority

Ord. No.
File No. 255 L

The City of Crystal Lake

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 as follows:

The number of Class 7 Liquor Licenses shall be increased from 3 to 4.

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 18th day of January, 2022.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: January 18, 2022
APPROVED: January 18, 2022

Draft

Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: January 18, 2022

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: 1. Comprehensive Land Use Plan Map Amendment from Office to High Density Residential

2. Rezoning from M - Manufacturing to R-3B PUD Multi-Family Residential

3. Preliminary Planned Unit Development review for a new 93-unit apartment development

Petitioner: Paul Swanson, Equity Trust Company

PZC Recommendation: To approve the Planning and Zoning Commission (PZC) recommendation and adopt an Ordinance granting a Comprehensive Land Use Plan Map Amendment from Office to High Density Residential, Rezoning from M - Manufacturing to R-3B PUD Multi-Family Residential, and Preliminary Planned Unit Development (PUD) to allow a new 93-unit apartment development at 551 Congress Parkway.

Staff Contact: Kathryn Cowlin, Director of Community Development
Katie Rivard, Assistant City Planner

Background:

- Request: The petitioner is requesting approval of a Comprehensive Land Use Plan Map Amendment, Rezoning, and Preliminary Planned Unit Development with variations to allow three 3-story apartment buildings with 31 units each, for a total of 93 units on the subject property. The proposed development will require variations for density, lot width, and lot area.

- The request is for Preliminary PUD and if approved, the petitioner would come back for Final PUD approval with a final plan set.

- Zoning: The site is currently zoned M – Manufacturing. The petitioner is seeking a rezoning to R-3B PUD Multi-Family Residential.

- Land Use: The Comprehensive Land Use Plan identifies designates this property as Office, which requires a map amendment from Office to High Density Residential.

Key Points:

- The petitioner has described the development as up-scale rental residences with various floor plans that vary in size and layout with features found in up-scale homes.

- Although the zoning designations of surrounding uses are non-residential, the proposed rezoning to the R-3B PUD district could be appropriate in light of the other residential uses (DKI Senior Housing, Congress Parkway Apartments, and LSSI Senior Living) in the vicinity of the subject property, which have been authorized in the O and B-2 zoning districts through Special Use approvals.

- The proposed development complies with the setback and impervious surface coverage requirements of the R-3B PUD zoning district. The parking meets the requirements for multi-family residential.

- The proposed density is 14.06 units to the acre, a variation of 5.06 units to the acre. The R-3B PUD zoning district allows a maximum of 9 units to the acre. The densities of nearby residential developments are:

    - DKI, The Residences: 8 du/acre

    - Congress Parkway Apartments: 8.5 du/acre

    - LSSI Senior Living: 20 du/acre

- The existing lot area is 288,048 square feet, a variation of 85,352 square feet. The existing lot width is 567.23 feet, a variation of 412.77 feet. Both lot area and lot width for multi-family are calculated based on the total number of units.

- The building elevations meet the design criteria for multi-family residential, per the UDO standards. However, the petitioner has agreed to work with staff to further enhance the side/end and rear elevations, incorporate additional design elements, and determine building colors and materials that fit in with the character of the area.

- A traffic study was completed and found that the area traffic operations would be generally acceptable, subject to the recommended conditions of approval.

PZC Highlights:

- Several of the Planning and Zoning Commission (PZC) members had concerns about the density number, but felt that the site design made the project feel much less dense.
- The PZC was supportive of the request and thanked the petitioner for working with staff and improving the site and architecture.
- The PZC found that the Findings of Fact had been met.

The PZC recommended **approval (6-1)** 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 (Equity Trust Co., dated 11/06/2021, received 11/10/2021)
   B. Revised Preliminary Site Plan (Paul Swanson, received 12/21/2021)
   C. Floor Plans (Arthur Swanson & Associates, LTD, dated 11/08/2021, last revised 12/19/2021, received 11/10/2021)
   D. Revised Colored Elevations (Paul Swanson, dated 12/19/2021, received 12/21/2021)
   E. Revised Front Colored Rendering (Paul Swanson, received 12/30/2021)
   F. Revised Preliminary Engineering Plans (Haeger Engineering, dated 11/09/2021, last revised 12/16/2021, received 12/20/2021)
   G. Executive Summary of Preliminary Engineering Report (Haeger Engineering, dated 11/09/2021, received 11/10/2021)
   H. Existing Conditions Pond Trib. Area Coverage Exhibit (Haeger Engineering, dated 12/16/2021, received 12/20/2021)
   I. Development Concept Memo (Paul Swanson, dated 11/09/2021, received 11/10/2021)
   J. Traffic Impact Study (Sam Schwartz Engineering, dated 12/06/2021, received 12/06/2021)

2. The internal drive aisles shall be posted with "NO PARKING – FIRE LANE" signs on one side of the road.

3. Final Engineering Plans must be submitted with Final Planned Unit Development in compliance with the City's Code and Stormwater ordinance.

4. <u>Landscape Plan/Tree Survey</u>
   A. A Final Landscape Plan must be submitted with Final Planned Unit Development that complies with the landscape requirements of the UDO of Section 4-400.
   B. Provide a list of quantities and species for the final landscape plan that comply with the minimum sizing requirements of the UDO.
   C. Provide quantities of trees on the Tree Survey. Based on the quantities of trees and the Tree Preservation Section of the UDO, additional trees may be required.
   D. Parkway trees must be planted along the frontage of Exchange Drive and Congress Parkway that comply with the requirements of the UDO.

5. A Final Photometric and Lighting Plan must be submitted with Final Planned Unit Development that complies with the lighting requirements of the UDO.

6. <u>Elevations</u>:
   A. Work with staff on ways to further enhance the side/end and rear elevations, including but not limited to, variation to the roof line and gable peaks.
   B. Work with staff on ways to incorporate additional design elements, including but not limited to, brick on the bases of the balcony posts and entryway posts.

C. Work with staff to determine the final building and balcony colors and materials, which should include varying Hardi board colors.

7. Traffic Study:

   A. Restripe the median on Exchange Drive between Station Drive and the proposed site driveway to provide a two-way left-turn lane, bookended by dedicated left-turn lanes into Station Drive and the proposed site access driveway, each with a 50-foot storage bay and 50-foot taper transition.

   B. Relocate the existing curb ramps on Exchange Drive at the proposed site driveway south of the driveway. Stripe a high-visibility crosswalk between the ramps and post "Stop Here for Pedestrians" signage on both legs of Exchange Drive.

   C. Provide a continuous sidewalk across the site driveway and stripe a stop bar behind the sidewalk.

   D. Construct sidewalks between the site parking lot and the existing sidewalk on Exchange Drive near the north and south ends of the site.

   E. The petitioner must contribute their proportionate fair share of the construction costs for the improvements to Congress Parkway and Exchange Drive traffic circle (0.7% estimated at $4,480) based on the projected traffic volume increase for the proposed development as determined by the traffic impact study dated December 6, 2021 by Sam Schwartz.

8. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works, Police and Fire Rescue Departments, as well as the City's traffic consultant, Sam Schwartz Engineering and stormwater consultant, Christopher B. Burke Engineering, Ltd.

Votes Required to Pass: A simple majority

Acknowledgement Form

Regarding 551 Congress Parkway - Comprehensive Land Use Plan Map Amendment from Office to High Density Residential, Rezoning from M Manufacturing to R-3B PUD Multi-Family Residential, and Preliminary Planned Unit Development review for a new 93-unit apartment development. Please check one of the choices and sign below.

☐ I hereby acknowledge that I have read, understand, and agree to the staff review comments and recommended conditions contained in the staff report, city staff reviews, and consultant reviews (if applicable).

X I hereby acknowledge that I have read, understand, and agree to most of the staff review comments and recommended conditions contained in the staff report, city staff reviews, and consultant reviews (if applicable) but have concerns with the following items:

Recommended Conditions: Paragraph 6 Elevations B. I will continue to work with Staff regarding Elevation Designs, however as an Architect, I believe "Brick Bases on the bases of balcony posts and entry way posts" is not in keeping with the design. I have detailed the posts with a heavier base and top in this regard.

Petitioner's Name: _____ Date: 1/11/2022

Paul Swanson Authorized Agent

PIQ Map

551 Congress Parkway



Ord. No.
File No.

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A COMPREHENSIVE LAND USE PLAN MAP AMENDMENT FROM OFFICE TO HIGH DENSITY RESIDENTIAL, REZONING TO R-3B PUD MULT-FAMILY RESIDENTIAL, AND A PRELIMINARY PLANNED UNIT DEVELOPMENT FOR 551 CONGRESS PARKWAY

WHEREAS, pursuant to the terms of a Petition (File #PLN-2021-00202) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Comprehensive Land Use Plan Map Amendment from Office to High Density Residential, a Rezoning from M Manufacturing to R-3B PUD Multi-Family Residential, and a Preliminary Planned Unit Development to allow a new 93-unit apartment development; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on November 27, 2021 in the Northwest Herald, held a public hearing at 7:00 p.m., on January 5, 2022 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Comprehensive Land Use Plan Map Amendment, Rezoning, and Preliminary Planned Unit Development, and

WHEREAS, on January 5, 2022, 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 Comprehensive Land Use Plan Map Amendment, Rezoning, and Preliminary Planned Unit Development be approved, as documented in the minutes; and

WHEREAS, although the zoning designations of surrounding uses are non-residential, the proposed rezoning to the R-3B district is appropriate in light of *The Residences, Congress Parkway Apartments, and LSSI Senior Living* residential uses in the vicinity of the subject property, which other residential uses have been authorized in the O and B-2 districts nearby the subject property; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Comprehensive Land Use Plan Map Amendment, Rezoning, and Preliminary Planned Unit Development be issued as requested in said Petition.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE

Draft

Ord. No.
File No.

CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

Section I: Comprehensive Land Use Plan Map Amendment from Office to High Density Residential, a Rezoning from M Manufacturing to R-3B PUD Multi-Family Residential, and a Preliminary Planned Unit Development to allow a new 93-unit apartment development for the property commonly known as 551 Congress Parkway (19-04-427-009) Crystal Lake, Illinois are hereby approved.

Section II: Said Comprehensive Land Use Plan Map Amendment, Rezoning and Preliminary Planned Unit Development is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Equity Trust Co., dated 11/06/2021, received 11/10/2021)
   B. Revised Preliminary Site Plan (Paul Swanson, received 12/21/2021)
   C. Floor Plans (Arthur Swanson & Associates, LTD, dated 11/08/2021, last revised 12/19/2021, received 11/10/2021)
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   I. Development Concept Memo (Paul Swanson, dated 11/09/2021, received 11/10/2021)
   J. Traffic Impact Study (Sam Schwartz Engineering, dated 12/06/2021, received 12/06/2021)

2. The internal drive aisles shall be posted with "NO PARKING – FIRE LANE" signs on one side of the road.

3. Final Engineering Plans must be submitted with Final Planned Unit Development in compliance with the City's Code and Stormwater ordinance.

4. Landscape Plan/Tree Survey
   A. A Final Landscape Plan must be submitted with Final Planned Unit Development that complies with the landscape requirements of the UDO of Section 4-400.

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B. Provide a list of quantities and species for the final landscape plan that comply with the minimum sizing requirements of the UDO.

C. Provide quantities of trees on the Tree Survey. Based on the quantities of trees and the Tree Preservation Section of the UDO, additional trees may be required.

D. Parkway trees must be planted along the frontage of Exchange Drive and Congress Parkway that comply with the requirements of the UDO.

5. A Final Photometric and Lighting Plan must be submitted with Final Planned Unit Development that complies with the lighting requirements of the UDO.

6. Elevations:
   A. Work with staff on ways to further enhance the side/end and rear elevations, including but not limited to, variation to the roof line and gable peaks.
   B. Work with staff on ways to incorporate additional design elements, including but not limited to, brick on the bases of the balcony posts and entryway posts.
   C. Work with staff to determine the final building and balcony colors and materials, which should include varying Hardi board colors.

7. Traffic Study:
   A. Restripe the median on Exchange Drive between Station Drive and the proposed site driveway to provide a two-way left-turn lane, bookended by dedicated left-turn lanes into Station Drive and the proposed site access driveway, each with a 50-foot storage bay and 50-foot taper transition.
   B. Relocate the existing curb ramps on Exchange Drive at the proposed site driveway south of the driveway. Stripe a high-visibility crosswalk between the ramps and post "Stop Here for Pedestrians" signage on both legs of Exchange Drive.
   C. Provide a continuous sidewalk across the site driveway and stripe a stop bar behind the sidewalk.
   D. Construct sidewalks between the site parking lot and the existing sidewalk on Exchange Drive near the north and south ends of the site.
   E. The petitioner must contribute their proportionate fair share of the construction costs for the improvements to Congress Parkway and Exchange Drive traffic circle (0.7% estimated at $4,480) based on the projected traffic volume increase for the proposed development as determined by the traffic impact study dated December 6, 2021 by Sam Schwartz.

8. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works, Police and Fire Rescue Departments, as well as the City's traffic

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consultant, Sam Schwartz Engineering and stormwater consultant, Christopher B. Burke Engineering, Ltd.

Section III: That the City Clerk be and is hereby directed to amend the Official Comprehensive Land Use Map and Official Zoning Map and all pertinent records of the City of Crystal Lake to show the issuance of a Comprehensive Land Use Plan Map Amendment, Rezoning and Preliminary Planned Unit Development in accordance with the provisions of this Ordinance, as provided by law.

Section IV: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall be of no force or effect unless and until the Applicant has caused a duly authorized person to execute and thereafter file with the City its unconditional agreement and consent, in the form attached hereto as Exhibit A, and by this reference incorporated herein and made a part hereof; provided further that, if the Applicant does not so file the unconditional agreement and consent within 30 days following the passage of this Ordinance, the City Council may, in its discretion and without public notice or hearing, repeal this Ordinance and thereby revoke all approvals granted in this Ordinance. Upon this Ordinance having full force and effect, the City Clerk shall cause it to be recorded in the Office of the McHenry County, Illinois Recorder of Deeds. Upon Applicant's cessation of the Proposed Use on the Subject Property, the City shall, upon request from the then title holder, provide a release of the obligations under this Ordinance within 30 days of such request.

DATED at Crystal Lake, Illinois, this 18th day of January, 2022.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

Passed: January 18, 2022
Approved: January 18, 2022

Draft

Ord. No.
File No.

EXHIBIT A

Unconditional Agreement and Consent

Pursuant to Section 4 of Crystal Lake Ordinance No. _____ and to induce the City of Crystal Lake to grant the approvals provided for in such Ordinance, the undersigned acknowledge for the Applicant and its respective successors and assigns in title to the Subject Property that Applicant:

1. Has read and understands all of the terms and provisions of said Ordinance No. _____;

2. hereby unconditionally agrees to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of Ordinance No. _____ and any amendments thereto; the UDO; and all other applicable codes, ordinances, rules, and regulations;

3. acknowledges and agrees that the City is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the City's issuance of any approvals or permits for the use of the Subject Property, and that the City's issuance of any approval or permit does not, and shall not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time;

4. acknowledges that all public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any revocation on the grounds of any procedural infirmity or any denial of any procedural right;

5. agrees to and does hereby hold harmless and indemnify the City, the City's corporate authorities, and all City elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of these parties in connection with the Subject Property or any City action respecting the Proposed Use of the Subject Property or the Requested Relief, including without limitation the adoption of this Ordinance or granting the approvals to the Applicant pursuant to the Ordinance (or claims relating to any ordinance or code provision pursuant to which the Requested Relief is otherwise authorized), except as may arise from the City's gross negligence or willful misconduct, and provided that the City shall assert its available immunities in connection with such claims. In the event that the City elects to retain separate counsel in defense of any such claims, the Applicant hereby agrees to reimburse the City for its attorneys' fees and costs incurred in connection of such defense of claims; and

6. represents and acknowledges that the persons signing this Unconditional Agreement and Consent are duly authorized to do so on behalf of the Applicant.

Draft

Ord. No.
File No.

Walk in the Word, Inc.

BY_____
ITS_____

Equity Trust Company

BY_____
ITS_____

Draft

#PLN-2021-00202
551 Congress Parkway – Preliminary PUD
Project Review for Planning and Zoning Commission

Meeting Date:	January 5, 2022
Request:	1. Comprehensive Land Use Plan Map Amendment from Office to High Density Residential 2. Rezoning from M Manufacturing to R-3B PUD Multi-Family Residential 3. Preliminary Planned Unit Development review for a new 93-unit apartment development
Location:	551 Congress Pkwy
Acreage:	Approximately 6.62 acres
Zoning:	M Manufacturing
Surrounding Properties:	North: M Manufacturing South: M Manufacturing & B-2 General Commercial East: M Manufacturing West: B-2 PUD General Commercial & O PUD Office
Staff Contact:	Katie Rivard (815.356.3612)

Background:

- Existing Use: The site is a vacant parcel located near the southeast intersection of Congress Parkway and Exchange Drive.
- Previous Approvals: The subject property was annexed in 1987.

Request:

- Rezoning from M Manufacturing to R-3B PUD Multi-Family Residential,
- Preliminary PUD for a 93-unit apartment development, and
- Variations to allow:
    - A density of 14.06 units to the acre,

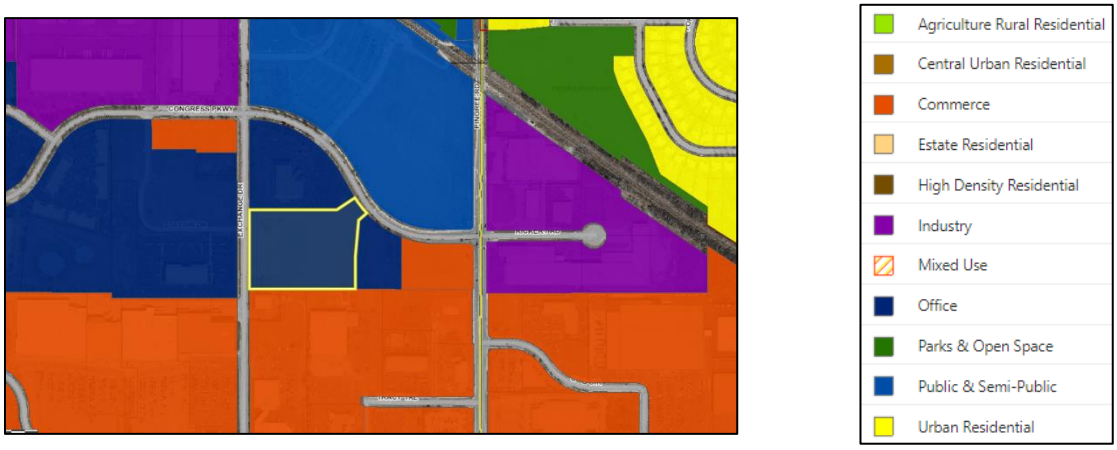
- A lot area of 288,048 square feet, and
- A lot width of 567.23 feet.

Following the Preliminary PUD review the request would come back to the Planning & Zoning Commission and City Council for Final PUD approval. The Preliminary PUD approval provides the opportunity for a project to receive zoning entitlements and have the ability to address conditions of approval and make edits to the PUD plan for Final PUD approval.

Development Analysis:

LAND USE/ZONING

- The site is currently zoned M Manufacturing. It would need to be rezoned to R-3B PUD Multi-Family Residential. The residential zoning could be considered spot zoning since no residential zoning exists in the immediate area.
- The current Comprehensive Plan land use designation is Office and this proposal will require an amendment to the land use plan to change from Office to High Density Residential.



- The Petitioner would request variations in conjunction with the Planned Unit Development. Based on the plans submitted, the following variations are required:
  - Density: The proposed density is 14.06 units to the acre. R-3B allows a maximum of 9 units to the acre. This is a variation of 5.06 units to the acre.
  - Lot area: The lot is an existing vacant parcel at 288,048 square feet. Lot area for multi-family is calculated based on the total number of units, and the number of units proposed requires a lot area of 373,400 square feet. This is a variation of 85,352 square feet. Since this is an existing lot surrounded by development, there is not an opportunity to acquire additional property to increase the lot size. At 9 units to the acre (60 units), a variation would not be required, as the lot area would be 241,400 square feet.

- Lot width: The existing lot width is 567.23 feet measured along both frontages. Lot width for multi-family is calculated based on the total number of units, and the number of units proposed requires a minimum lot width of 980 feet. This is a variation of 412.77 feet. In order to meet the lot width requirements, the development would need to be reduced to 40 units.

SITE

- The proposed development would consist of three 3-story apartment buildings with 31 units each for a total of 93 units. It would feature 21 one-bedroom units and 72 two-bedroom units.
- The proposed development complies with the setback requirements of the R-3B zoning district.

	R-3B requirement	**Lot – Proposal**
Front Yard Setback	30 feet	>100 feet
Side Yard Setbacks	8 feet	~83 feet
Combined Side Yard Setbacks	30 feet	>100 feet
Rear Yard Setback	20 feet	~98 feet

- The proposed impervious surface coverage is 50%, which meets the UDO requirements of 65%.
- The site layout provides green space throughout the development most predominately between the two center (horizontal) buildings, as well as, on the northeastern and southeastern portions of the development. The amenities include a grassy community area with gazebo and benches, and a dog park (northeast corner) and recreation area (southeast corner).
- The adjacent detention area, while not included in the subject property, provides a buffer between the eastern building and Congress Parkway.

PARKING

- Surface parking would be utilized for the multi-family apartment buildings.
- Based on the submitted plans, 199 parking spaces would be required for the residential units (1.5 space per 1-bedroom unit, 2 spaces per 2-bedroom unit, 0.25 guest stalls per unit), and 199 spaces are provided.

SITE LAYOUT - ACCESS

- Access into the site would be provided off Exchange Drive. Developments that have sprinkle systems and are less than 200 dwelling units may proceed with one access, subject to the requirements of the 2018 International Fire Code (IFC).

- The total width of the community drive aisles are 24 feet, which will require one lane to be marked with "NO PARKING – FIRE LANE" signs.
- Sidewalks and parkway trees are required along all roadway frontages. Sidewalk connections are provided between buildings and throughout the development. The sidewalks will connect to the existing sidewalk along Exchange Drive, as well as, the proposed sidewalk across the property's frontage along Congress Parkway.

TRAFFIC STUDY

- A traffic study was completed by Sam Schwartz. With implementation of the recommendations below, the area traffic operation would be generally acceptable after completion. The recommendations are as follows:
    - Restripe the median on Exchange Drive between Station Drive and the proposed site driveway to provide a two-way left-turn lane.
    - Relocate the existing curb ramps on Exchange Drive at the proposed site driveway south of the driveway. Stripe a high-visibility crosswalk between the ramps and post "Stope Here for Pedestrians" signage on both legs of Exchange Drive.
    - Provide a continuous sidewalk across the site driveway and stripe a stop bar behind the sidewalk.
    - Construct sidewalks between the site parking lot and the existing sidewalk on Exchange Drive near the north and south ends of the site.
    - The proposed use will increase the average volume of traffic at the Exchange Drive and Congress Parkway intersection by 0.7%. Similar to other projects in the City, it is recommended that the petitioner contribute 0.7% of the cost of the scheduled intersection improvement (roundabout installation).

BUILDING ELEVATIONS

- The buildings are 3-stories with brick on the first level and a combination of smooth Hardie board siding and horizontal Hardie board siding on the second and third floor elevations.
- The proposed elevations meet the design criteria for multi-family residential, and include the following architectural accents:
    - A recessed entry;
    - Pillars, posts or pilasters;
    - Eaves with a minimum six-inch projection from the façade plane; and
    - Varying styles of Hardie board siding (horizontal and smooth siding).
- Each first floor unit will be provided a patio, and each second and third story units will be provided a balcony.
- In order for the proposed architecture to fit in with the character of the area, staff will continue to work with the Petitioner to enhance the side/end and rear elevations and incorporate of additional design elements such as brick bases on the balcony and covered entryway posts.

The petitioner must also include building colors and materials that are compatible with the surrounding area.

LANDSCAPING

- The landscape plan was not submitted as part of the preliminary review. A Final Landscape Plan must be submitted with the Final PUD. The landscaping must meet the UDO requirements of Section 4-400, including but not limited to, parkway trees, parking lot landscaping, foundation landscaping and landscape buffers.

STORMWATER

- Currently, the stormwater detention is shown off-site as part of the Crystal Lake Business Center detention area.

Findings of Fact:

REZONING

- The property is currently zoned M Manufacturing.
- Upon Preliminary Planned Unit Development approval, the property would be rezoned to R-3B Planned Unit Development. The Multi-Family zoning criteria are:
  - ✓ General: This district allows the highest density of residential development. It encourages a wide range of housing types, especially multifamily development, even though single-family detached and two-family dwellings are also allowed, to meet the diverse housing needs of City residents. The intent is to provide higher density housing in areas immediately around the historic downtown, areas near commercial zoning or areas near transit stops where increased density and in-fill development are desirable.
  - ✓ Character: This district is characterized by residential buildings that cover a large percentage of the lot, are taller and spaced closely enough to create a sense of vertical enclosure.
  - ✓ Uses: This district is for higher density residential neighborhoods that meet the community's housing needs, particularly for higher density and in-fill housing development. Single-family and two-family dwellings are also permitted. Complementary uses such as certain civic and recreational uses are permitted, but are subject to restrictions set forth in this Ordinance.

Criteria for Rezoning:

(a) The existing uses and zoning of nearby property.
☒ *Meets* ☐ *Does not meet*

(b) The extent to which property values are diminished by a particular zoning classification or restriction.
☒ *Meets* ☐ *Does not meet*

(c) The extent to which the destruction of property value of a petitioner property owner promotes the health, safety, morals or general welfare of the public.
☒ *Meets* ☐ *Does not meet*

(d) The relative gain to the public as opposed to the hardship imposed on a petitioning property owner.
☒ *Meets* ☐ *Does not meet*

(e) The suitability of the subject property for its zoned purposes.
☒ *Meets* ☐ *Does not meet*

(f) The length of time the property has been vacant as zoned, considered in the context of land development in the area.
☒ *Meets* ☐ *Does not meet*

(g) The Comprehensive Plan designation and the current applicability of that designation.
☒ *Meets* ☐ *Does not meet*

(h) The evidence or lack of evidence, of community need for the use proposed.
☒ *Meets* ☐ *Does not meet*

PRELIMINARY PLANNED UNIT DEVELOPMENT
The petitioner is requesting approval of a Preliminary Planned Unit Development to allow the development of a 93-unit apartment community with variations. A Planned Unit Development is a Special Use and Special Uses require separate review because of their potential to impact surrounding properties and the orderly development of the City.

Section 2-400 B General Standards for all special uses in the Unified Ordinance establishes standards for all special uses in Crystal Lake. Briefly, the criteria are as follows:

1. The use is necessary or desirable, at the proposed location, to provide a service or facility which will further the public convenience and general welfare.
   ☒ *Meets* ☐ *Does not meet*

2. The use will not be detrimental to area property values.
   ☒ *Meets* ☐ *Does not meet*

3. The use will comply with the zoning districts regulations.
   ☒ *Meets* ☐ *Does not meet*

4. The use will not negatively impact traffic circulation.
   ☒ *Meets* ☐ *Does not meet*

5. The use will not negatively impact public utilities or municipal service delivery systems. If required, the use will contribute financially to the upgrading of public utilities and municipal

service delivery systems.
☒ *Meets* ☐ *Does not meet*

6. The use will not negatively impact the environment or be unsightly.
☒ *Meets* ☐ *Does not meet*

7. The use, where possible will preserve existing mature vegetation, and provide landscaping and architecture, which is aesthetically pleasing, compatible or complementary to surrounding properties and acceptable by community standards.
☒ *Meets* ☐ *Does not meet*

8. The use will meet requirements of all regulating governmental agencies.
☒ *Meets* ☐ *Does not meet*

9. The use will conform to any conditions approved as part of the issued Special Use Permit.
☒ *Meets* ☐ *Does not meet*

10. The use will conform to the regulations established for specific special uses, where applicable.
☒ *Meets* ☐ *Does not meet*

In addition PUDs must also meet the standards in Section 4-500 C. Development Standards and 4-500 D. 1 Additional standards for Planned Unit Developments Residential PUDs.

a. Location: A residential PUD can be located anywhere in the City, including any land proposed for annexation.
☒ *Meets* ☐ *Does not meet*

b. Permissible uses: A mix of different residential dwelling types in proximity to each other is encouraged. Neighborhood commercial uses serving the development may be approved as part of a residential PUD where appropriate.
☒ *Meets* ☐ *Does not meet*

c. Nonresidential uses: Any nonresidential use permitted in a residential PUD shall be compatible with the residential nature of the development. Parking areas which are intended to serve nonresidential uses shall be separated from those designed to serve residential areas. Unless commercial and residential uses are combined within a single structure, commercial uses shall be separated from dwelling units by a heavily landscaped buffer zone that meets the requirements of Section 4-400, Landscaping and screening standards.
☒ *Meets* ☐ *Does not meet*

d. Pedestrian paths: Pedestrian paths shall connect residential uses and nonresidential uses within a residential PUD.
☒ *Meets* ☐ *Does not meet*

e. Growth management: A growth management schedule shall be provided to and approved by the City Council, which indicates the number and type of residential units to be constructed in each calendar year. The maximum number of units to be constructed shall be 25 residential units or 15% of the total number of residential units (including all phases of the proposal), whichever is greater, in any calendar year. The City Council with recommendations from the Planning and Zoning Commission, at final PUD approval can approve, deny or adjust the percentage of an increase in the number of units that can be built in one calendar year. The City Council and the Planning and Zoning Commission shall consider the following criteria in approving an increase in the number of units that can be built annually:

i. Advance dedication of school and park sites and advance payment of school, park and other impact fees;
☒ *Meets* ☐ *Does not meet*

ii. Payment for installation of road impact improvements or fees applicable by law;
☒ *Meets* ☐ *Does not meet*

iii. Smaller subdivisions which encourage in-filling within an established part of the community;
☒ *Meets* ☐ *Does not meet*

iv. Completion of major and collector road networks and critical linkages in the street systems;
☒ *Meets* ☐ *Does not meet*

v. Fulfill a need for various unit types and income levels such as low and moderate-income housing;
☒ *Meets* ☐ *Does not meet*

vi. Provisions which satisfy needed public facilities;
☒ *Meets* ☐ *Does not meet*

vii. Innovative architectural design, quality of exterior materials and creative use of landscaping;
☒ *Meets* ☐ *Does not meet*

viii. Other criteria or extraordinary amenities, not listed above, which may meet the development goals of the City.
☒ *Meets* ☐ *Does not meet*

PLANNED UNIT DEVELOPMENT VARIATIONS

The petitioner is requesting approval of a Preliminary Planned Unit Development to allow variations for density, lot area and lot width. The purpose of Planned Unit Developments is to encourage and allow more creative and imaginative design of land developments than is possible under district zoning regulations. Planned Unit Developments are, therefore, intended to allow substantial flexibility in planning and designing a proposal. This flexibility is often in the form of

relief from compliance with conventional zoning ordinance site and design requirements which may otherwise require individual requests and applications for zoning variations.

Ideally, this flexibility results in a development that is better planned, contains more amenities, and is ultimately more desirable than one that would have been produced through compliance with typical zoning ordinance and subdivision controls.

Therefore, more lenient site requirements may be granted where the Planned Unit Development contains features not normally required of traditional developments. Although a formal variation request is not required to be made in conjunction with a Planned Unit Development, staff identifies those aspects of the Planned Unit Development which effectively result in variations from UDO requirements. If the evidence is not found to justify these variations from the UDO that fact shall be reported to the City Council with a recommendation that the variations from the UDO which are proposed as part of the Planned Development be lessened or denied.

The Planned Unit Development Amendment proposed by the Petitioner includes the following variations from the UDO:

1. Article 3-200(A)(6) Maximum net density of 9 dwelling units per acres to allow 14.06 dwelling units per acre.

2. Article 3-200(A)(6) Minimum lot area of 373,400 square feet to allow 288,048 square feet.

3. Article 3-200(A)(6) Minimum lot width of 980 feet to allow 455.8 feet.

4. Article 4-500(D)(1)(e) Growth management requirement of 25 residential units or 15% of the total number of residential units in a calendar year.

Comprehensive Land Use Plan 2030 Vision Summary Review:

Land Use: Residential
The proposed use will require an amendment to the Comprehensive Plan from an Office designation to Residential. The goal of a Residential designation is as follows:

Encourage a diversity of high quality housing in appropriate locations throughout the city that supports a variety of lifestyles and invigorates community character.

The Comprehensive Plan indicates this can be accomplished with the following supporting action:

Supporting Action: Encourage a diversity of housing types throughout the city, which satisfy wide-range needs for all persons regardless of age, race, religion, national origin, physical ability and economic level for existing and future city residents.

Recommended Conditions:

If a motion to recommend approval of the petitioner's request is made, the following conditions are recommended:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Equity Trust Co., dated 11/06/2021, received 11/10/2021)
   B. Revised Preliminary Site Plan (Paul Swanson, received 12/21/2021)
   C. Floor Plans (Arthur Swanson & Associates, LTD, dated 11/08/2021, last revised 12/19/2021, received 11/10/2021)
   D. Revised Colored Elevations (Paul Swanson, dated 12/19/2021, received 12/21/2021)
   E. Revised Front Colored Rendering (Paul Swanson, received 12/30/2021)
   F. Revised Preliminary Engineering Plans (Haeger Engineering, dated 11/09/2021, last revised 12/16/2021, received 12/20/2021)
   G. Executive Summary of Preliminary Engineering Report (Haeger Engineering, dated 11/09/2021, received 11/10/2021)
   H. Existing Conditions Pond Trib. Area Coverage Exhibit (Haeger Engineering, dated 12/16/2021, received 12/20/2021)
   I. Development Concept Memo (Paul Swanson, dated 11/09/2021, received 11/10/2021)
   J. Traffic Impact Study (Sam Schwartz Engineering, dated 12/06/2021, received 12/06/2021)

2. The internal drive aisles shall be posted with "NO PARKING – FIRE LANE" signs on one side of the road.

3. Final Engineering Plans must be submitted with Final Planned Unit Development in compliance with the City's Code and Stormwater ordinance.

4. Landscape Plan/Tree Survey
   A. A Final Landscape Plan must be submitted with Final Planned Unit Development that complies with the landscape requirements of the UDO of Section 4-400.
   B. Provide a list of quantities and species for the final landscape plan that comply with the minimum sizing requirements of the UDO.
   C. Provide quantities of trees on the Tree Survey. Based on the quantities of trees and the Tree Preservation Section of the UDO, additional trees may be required.
   D. Parkway trees must be planted along the frontage of Exchange Drive and Congress Parkway that comply with the requirements of the UDO.

5. A Final Photometric and Lighting Plan must be submitted with Final Planned Unit Development that complies with the lighting requirements of the UDO.

6. Elevations:
   A. Work with staff on ways to further enhance the side/end and rear elevations, including but not limited to, variation to the roof line and gable peaks.
   B. Work with staff on ways to incorporate additional design elements, including but not limited to, brick on the bases of the balcony posts and entryway posts.
   C. Work with staff to determine the final building and balcony colors and materials, which should include varying Hardi board colors.

7. Traffic Study:
   A. Restripe the median on Exchange Drive between Station Drive and the proposed site driveway to provide a two-way left-turn lane, bookended by dedicated left-turn lanes into Station Drive and the proposed site access driveway, each with a 50-foot storage bay and 50-foot taper transition.
   B. Relocate the existing curb ramps on Exchange Drive at the proposed site driveway south of the driveway. Stripe a high-visibility crosswalk between the ramps and post "Stop Here for Pedestrians" signage on both legs of Exchange Drive.
   C. Provide a continuous sidewalk across the site driveway and stripe a stop bar behind the sidewalk.
   D. Construct sidewalks between the site parking lot and the existing sidewalk on Exchange Drive near the north and south ends of the site.
   E. The petitioner must contribute their proportionate fair share of the construction costs for the improvements to Congress Parkway and Exchange Drive traffic circle (0.7% estimated at $4,480) based on the projected traffic volume increase for the proposed development as determined by the traffic impact study dated December 6, 2021 by Sam Schwartz.

8. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works, Police and Fire Rescue Departments, as well as the City's traffic consultant, Sam Schwartz Engineering and stormwater consultant, Christopher B. Burke Engineering, Ltd.

City of Crystal Lake
Development Application

Office Use Only
File # _____

Project Title: THE COURT YARD @ CONGRESS STATION

Action Requested

- ___ Annexation
- ___ Comprehensive Plan Amendment
- ___ Conceptual PUD Review
- ___ Final PUD
- ___ Final PUD Amendment
- ___ Final Plat of Subdivision
- X Preliminary PUD
- ___ Preliminary Plat of Subdivision
- ___ Rezoning
- ___ Special Use Permit
- ___ Variation
- ___ Other

Petitioner Information

Name: EQUITY TRUST CO. CUSTODIAN FBO PAUL SWANSON IRA
Address: 401 E. PROSPECT AVE
MT. PROSPECT, IL 60056
Phone: 847-670-6710
Fax: 847-670-6713
E-mail: PAUL@PSA-INC.BIZ

Owner Information (if different)

Name: WALK IN THE WORD, INC
JAMES MAC DONALD, PRES
Address: C/O TIMOTHY BILLIMACK
101 N. MAIN ST SUITE 15
CRYSTAL LAKE, IL 60014
Phone: 815-355-0196
Fax: —
E-mail: BILLIMACKT@GMAIL.COM

Property Information

Project Description: 3 - 3 STORY 31 UNIT APT. BUILDINGS W/ 199 CAR# PARKING

Project Address/Location: 551 CONGRESS PWKY

PIN Number(s): 19044270009

Please include address, phone, fax and e-mail

Development Team

Developer: EQUITY TRUST CO. CUSTODIAN FBO PAUL SWANSON IRA
401 E PROSPECT AVE MT. PROSPECT IL 60056 847-670-6710
PAUL@PSA-INC.BIZ

Architect: PAUL SWANSON ASSOC. INC 401 E. PROSPECT AVE MT. PROSPECT, IL 60056
847-670-6710 PAUL@PSA-INC.BIZ

Attorney: NOT LET

Engineer: HAEGER ENGINEERING 1000 E. STATE PKWY SCHAUMBURG, IL 60173
DAN VANEK 847-230-3177 DANIEL-V@HAEGERENGINEERING.COM

Landscape Architect: GARY R. WEBER ASSOC. INC 402 W. LIBERTY DR. WHEATON, IL
RICH OLSON ROLSON@GRWAINC.COM 630-774-9055 60187

Planner: NONE

Surveyor: VANDERSTAPPEN LAND SURVEYING, INC. 1316 N. MADISON ST WOODSTOCK, IL 60098
815-337-8310 KATHY@VANDER-SINC.COM

Other:

Signatures

EQUITY TRUST CO. CUSTODIAN FBO PAUL SWANSON IRA
PAUL SWANSON AUTHORIZED AGENT 11/4/21

PETITIONER: Print and Sign name (*if different from owner*) Date

As owner of the property in question, I hereby authorize the seeking of the above requested action.

11-06-2021

OWNER: Print and Sign name **Date**

NOTE: If the property is held in trust, the trust officer must sign this petition as owner. In addition, the trust officer must provide a letter that names all beneficiaries of the trust.

CRYSTAL LAKE PLANNING AND ZONING COMMISSION
WEDNESDAY, JANUARY 5, 2022
HELD AT THE CRYSTAL LAKE CITY COUNCIL CHAMBERS

The meeting was called to order by Mr. Greenman at 7:00 p.m.

Mr. Greenman called the meeting to order. On roll call, members Atkinson, Gronow, Jouron, Repholz, Skluzacek, Teetsov, and Greenman were present.

Michael Magnuson, Director of Public Works, Kathryn Cowlin, Director of Community Development, and Elizabeth Maxwell, City Planner were present from Staff.

Mr. Greenman said this meeting is being recorded for broadcast and future playback on the City's cable channel. He led the group in the Pledge of Allegiance.

ALLOW REMOTE PARTICIPATION BY COMMISSION MEMBER TEETSOV
Mr. Greenman asked for a motion to allow Commission Member Teetsov to participate via phone.

Mr. Jouron made a motion to allow phone participation for Commission Member Teetsov. Mr. Gronow seconded the motion. On voice vote, all members voted aye. Mr. Greenman confirmed that Commission Member Teetsov could hear the meeting.

APPROVE MINUTES OF THE DECEMBER 15, 2021 PLANNING AND ZONING COMMISSION MEETING
Mr. Jouron moved to approve the minutes from the December 15, 2021 regular Planning and Zoning Commission meeting as presented. Mr. Gronow seconded the motion. On roll call, members Gronow, Jouron, Teetsov, Repholz, Skluzacek and Greenman voted aye. Member Atkinson abstained. Motion passed.

2021-202 – 551 CONGRESS PARKWAY APARTMENTS – REZONING, PRELIMINARY PLANNED UNIT DEVELOPMENT AND VARIATION – PUBLIC HEARING
Rezoning from M Manufacturing to R-3B PUD Multi-Family Residential, a Preliminary Planned Unit Development for a 93-unit apartment development, and Variations for lot area, lot width, and density.

Tom Burney, attorney and Paul Swanson, petitioner were present to represent the petition. Mr. Swanson presented the information about the request. He stated that living in an apartment is a lifestyle choice not that people cannot afford a single-family home. They like the freedom from maintenance responsibility and the freedom to relocate. He went through the site plan and architecture and explained the details of the request.

Mr. Burney was happy that the City has the conceptual review process. This allowed the petitioner to come to the City and receive feedback and make changes so the preliminary approval was much better. This property has no identity on Congress Parkway even though it is addressed off that street. The frontage is very narrow on that street and the identity is off Exchange Drive. This is an excellent location for residential, it is close to retail shopping, medical offices, services and other residential uses. The rezoning should be looked at based on the uses in the area not necessarily the other zoning districts in the area. There are three other residential projects in close proximity to this proposal and those should be used as precedent. The site is very open and has larger than required setbacks and it is not being packed in. Mr. Burney also noted that he does not believe the UDO has a very practical density for multi-family developments as it is so low. He listed some other multi-family projects in the City and their densities, which ranged from 8 dwelling units per acre to 20 dwelling units per acre. The petitioner is requesting 14 dwelling units per acre, which is in line with these other densities.

Mr. Greenman asked the petitioner if he agreed with the conditions of approval. They stated that they could meet all the conditions.

Ms. Maxwell summarized the request and pointed out the other adjacent residential uses in the business park. She noted the variations that were requested and the findings of fact for the requests.

Mr. Greenman opened the public hearing. There was no one present that wished to comment on the request. Mr. Greenman closed the public hearing and turned the discussion over to the commission members.

Mr. Jouron stated he liked the project and asked the petitioner to describe the tenant mix. Mr. Swanson said mostly empty nesters and young professionals.

Mr. Gronow said the project looks good, though he was concerned with the variations requested. The density seems high, but it looks very nice and does not seem dense so he could support it. With the variety of tenants, he asked if garages would be provided for the tenants. Mr. Swanson said no, there are some charging station parking spaces.

Ms. Teetsov thanked the petitioner for the presentation. She echoed the statement that they should plan for garages for the tenants as an amenity. The site plan looks nice and not dense and she supports the requests.

Mr. Atkinson noted this plan has improved by leaps and bounds. He was concerned with the single access point off Exchange Drive. Mr. Magnuson stated that with the low traffic volume this is sufficient and the number of units was not high enough to warrant a second access for emergency services. Mr. Atkinson stated that the site does not act like spot zoning because of the other similar uses in the area. He stated the petitioner reduced the density and so he could support the requests.

Mr. Repholz was in favor of the project at the cursory review and is more in favor now with the revised site plan and architecture. There is a huge market for empty nesters though these rents may be a bit high. Residents want to live in a semi-urban area where they have the option to walk to amenities and she likes the green space on the site.

Mr. Skluzacek likes the look of the project, but it should be in a different location.

Mr. Greenman appreciated the petitioner's willingness to work with staff and has made a great looking project. The density requested here will not put a hardship on City services and it does not look or feel dense. He noted that he can support the density and the other variations. He is pleased with the architecture and the color scheme. In reviewing the findings of fact he noted the petitioner has met them.

Mr. Swanson stated that he will look into providing garages.

Mr. Gronow made a motion to approve the Comprehensive Land Use Amendment from Office to High Density Residential, Rezoning from M Manufacturing to R-3B PUD Multi-Family Residential, a Preliminary Planned Unit Development for a 93-unit apartment development, and Variations for lot area, lot width, and density with the following recommended conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Equity Trust Co., dated 11/06/2021, received 11/10/2021)
   B. Revised Preliminary Site Plan (Paul Swanson, received 12/21/2021)
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2. The internal drive aisles shall be posted with "NO PARKING – FIRE LANE" signs on one side of the road.

3. Final Engineering Plans must be submitted with Final Planned Unit Development in compliance with the City's Code and Stormwater ordinance.

4. <u>Landscape Plan/Tree Survey</u>
   A. A Final Landscape Plan must be submitted with Final Planned Unit Development that complies with the landscape requirements of the UDO of Section 4-400.
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   C. Provide quantities of trees on the Tree Survey. Based on the quantities of trees and the Tree Preservation Section of the UDO, additional trees may be required.

D. Parkway trees must be planted along the frontage of Exchange Drive and Congress Parkway that comply with the requirements of the UDO.

5. A Final Photometric and Lighting Plan must be submitted with Final Planned Unit Development that complies with the lighting requirements of the UDO.

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   A. Work with staff on ways to further enhance the side/end and rear elevations, including but not limited to, variation to the roof line and gable peaks.
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   A. Restripe the median on Exchange Drive between Station Drive and the proposed site driveway to provide a two-way left-turn lane, bookended by dedicated left-turn lanes into Station Drive and the proposed site access driveway, each with a 50-foot storage bay and 50-foot taper transition.
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   E. The petitioner must contribute their proportionate fair share of the construction costs for the improvements to Congress Parkway and Exchange Drive traffic circle (0.7% estimated at $4,480) based on the projected traffic volume increase for the proposed development as determined by the traffic impact study dated December 6, 2021 by Sam Schwartz.

8. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works, Police and Fire Rescue Departments, as well as the City's traffic consultant, Sam Schwartz Engineering and stormwater consultant, Christopher B. Burke Engineering, Ltd.

Mr. Atkinson seconded the motion. On roll call, members Atkinson, Gronow, Jouron, Repholz, Teetsov, and Greenman voted aye. Member Skluzacek voted no. The motion passed 6-1.

REPORT FROM PLANNING

Ms. Maxwell summarized the items that were approved by City Council and noted the items scheduled for the next PZC meeting.

COMMENTS FROM THE COMMISSION

The Commission members wished everyone a Happy New Year.

ADJOURNMENT

Mr. Jouron made a motion to adjourn the meeting. Mr. Gronow seconded the motion. On voice vote, all members voted aye. The meeting was adjourned at 7:51 p.m.

DIMENSION LEGEND

B-B	&	Back of Curb to Back of Curb
F-F		Face of Curb to Face of Curb
E-E		Edge of Pavement to Edge of Pavement

Parking Table	
Total Required Spaces	199
Total Provided Spaces	199
Required Accessible Spaces	6
Provided Accessible Spaces	6

NORTH

Scale: 1" = 30'

LOT 1

Cross Access Easement Per Doc. #2007R0041940

10' Public Utility Easement Per Doc. #97R001111

Asphalt

CONGRESS PARKWAY

EXCHANGE DRIVE

15' Building line

Loading Bay (Typ.)

Building A

COURTYARD

Building B

Service Walk (Typ.)

Existing 4' Sidewalk

Dog Park

BARK PARK

Building C

Terrace

10' x 5' Patio (Typ.)

OUTLOT A
RESUB. LOT 8 CRYSTAL LAKE BUSINESS CENTER UNIT 4

DETENTION AREA

Riprap

RECREATION

Recreation Area

Trash Enc.

Gravel

Stone

Concrete

LOT 1 RECHERT ADDITION TO CRYSTAL LAKE

LOT 1 TRACY TRAIL SUBDIVISION

SITE PLAN

N

NTS

THE COURTYARD @ CONGRESS STATION
551 CONGRESS PKWY CRYSTAL LAKE, IL

No.	Revision	Date

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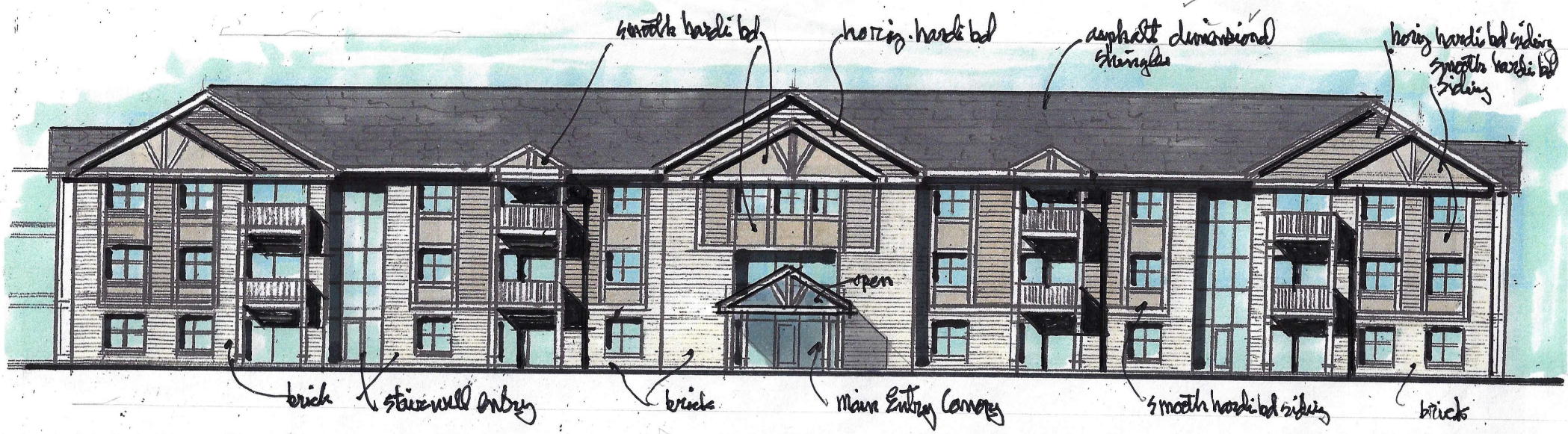
GEOMETRY, PAVING
STRIPING, & SIGNAGE PLAN
PRELIMINARY ENGINEERING
551 CONGRESS PARKWAY
CRYSTAL LAKE, ILLINOIS

Project Manager:	D J V
Engineer:	D J V
Date:	10/22/2021
Project No.	21-215
Sheet	C3.0 / C5

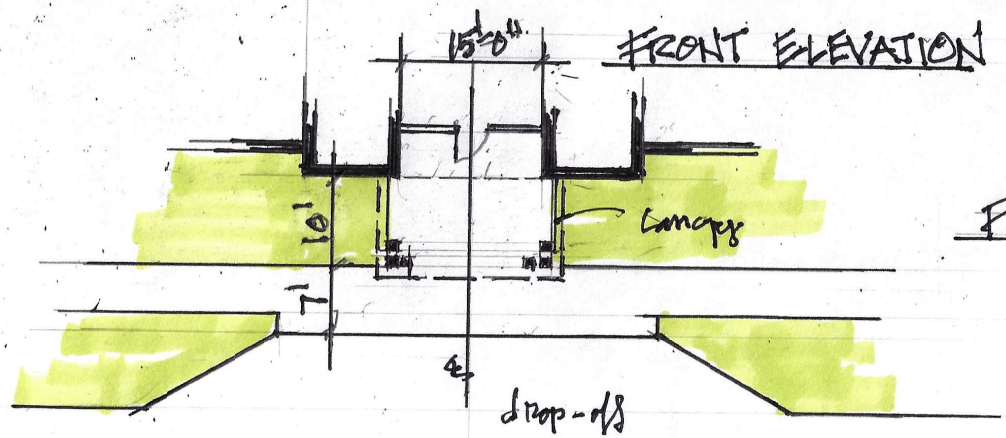
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Plot Date: Oct 22, 2021 - 12:05pm Plotted By: ivonne
File Name: P:\2021\21215\Drawings\Preliminary\21215-PRELIMINARY ENGINEERING.dwg

NOTE: Architectural Line Rendering only - these do not reflect the most recently updated elevations.



FRONT ELEVATION 1/16" 12/19/21



PLAN - ENTRY 1/16"

NOTE: Architectural Line Rendering only - these do not reflect the most recently updated elevations.

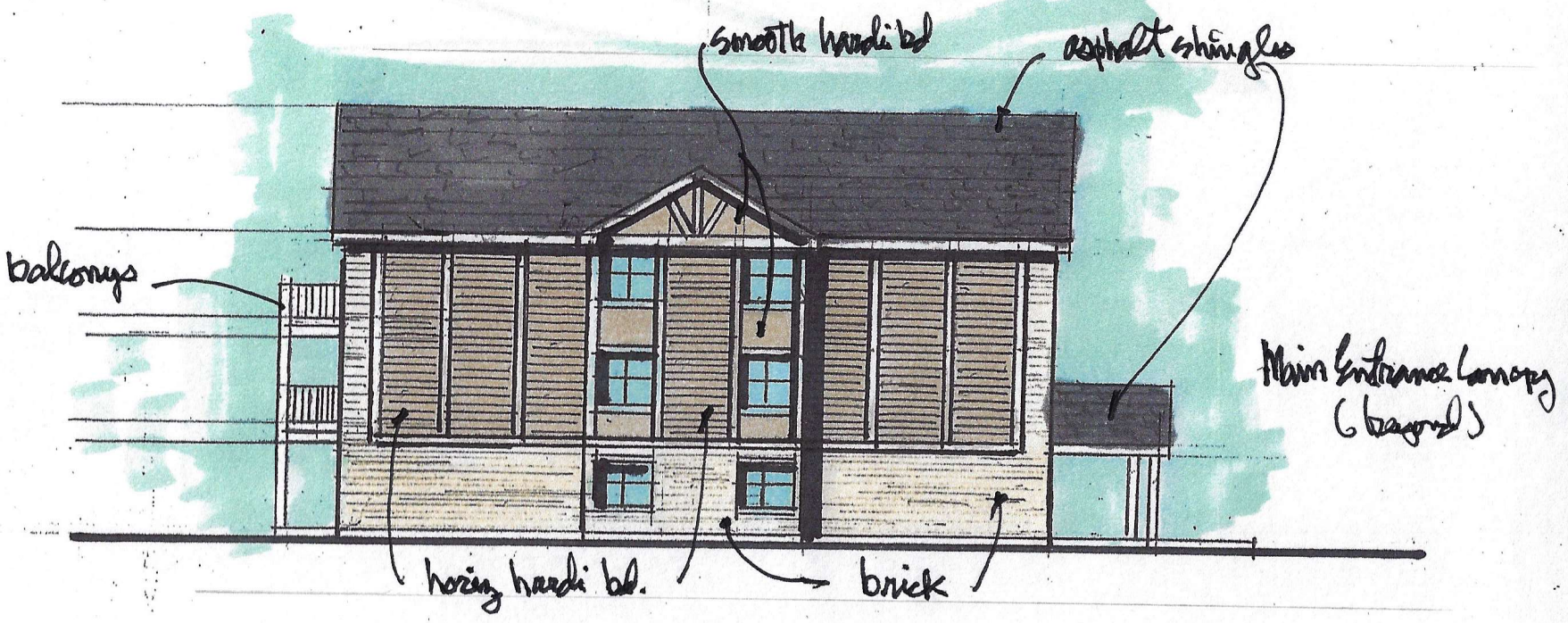


COURTYARD (REAR) ELEVATION 1/16"

12/19/21

Rev: 12/27/21

NOTE: Architectural Line Rendering only - these do not reflect the most recently updated elevations.



SIDE (END) ELEVATION 1/16"

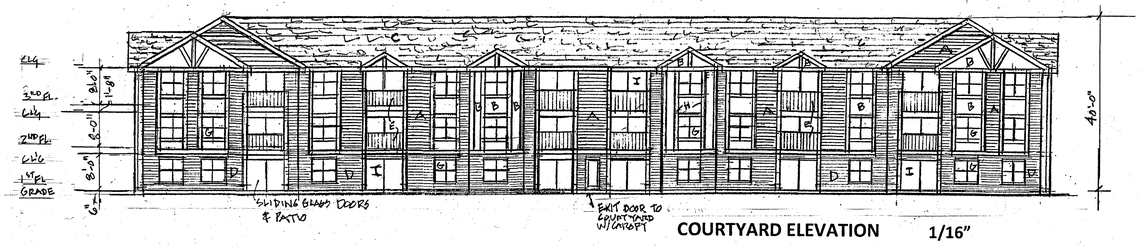
12/19/21

Note: Most recently updated elevations

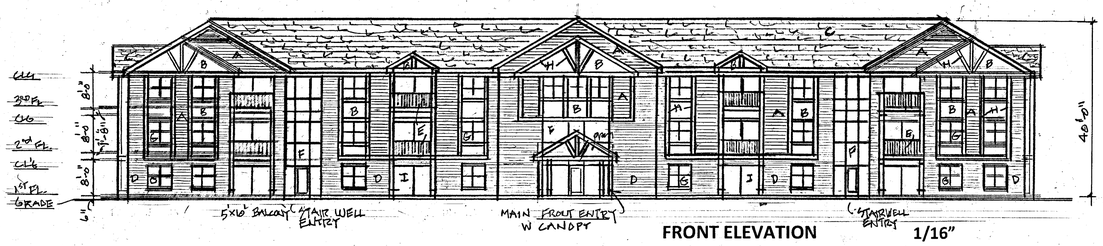


Note: Most recently updated elevations

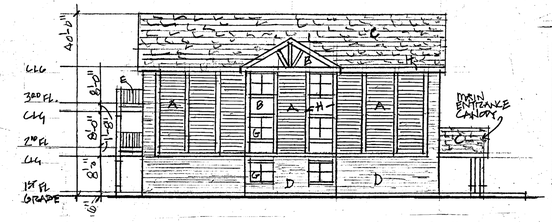
Note: Most recently updated elevations



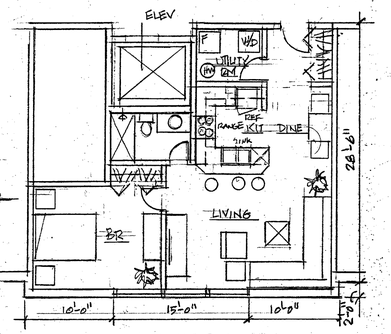
COURTYARD ELEVATION 1/16"



FRONT ELEVATION 1/16"



SIDE ELEVATION 1/16"



SUITE D 1/8"

766 SF

BUILDING EXTERIOR FINISH SCHEDULE

A. **SIDING –** HORIZONTAL BOARDS HARDI BOARD SIDING

B. **SIDING –** SMOOTH HARDI BOARD SIDING

C. **ROOF –** ARCHITECTURAL DIMENSIONAL ASPHALT SHINGLES

D. **FACEBRICK –**

E. **BALCONY RAILINGS –** BRONZE ANONDIZED ALUMINUM

F. **CURTAIN WALL –** BRONZE ANODIZED ALUMINUM FRAMES WITH CLEAR INSULATED GLASS

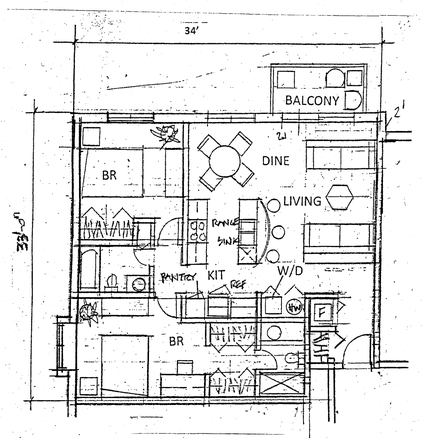
G. **WINDOWS –** BRONZE FIBERGLASS FRAMES WITH CLEAR INSULATED GLASS

H. **TRIM BOARDS –** 1 X 6 TRIM 1 X 12 FASCIA

I. **SLIDING GLASS DOORS –** BRONZE ANODIZED ALUMINUM WITH CLEAR INSULATED GLASS

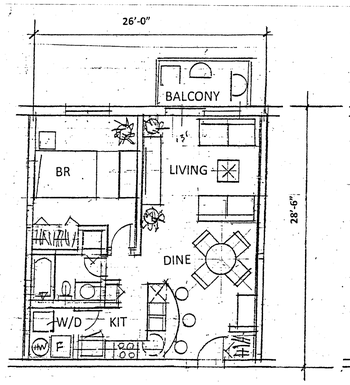
RENTAL UNITS

UNITS/BUILDINGS	1 BR	7
	2 BR	24
TOTAL UNITS (3 BUILDINGS)	1 BR	21 (23%)
	2 BR	72
TOTAL		93 UNITS



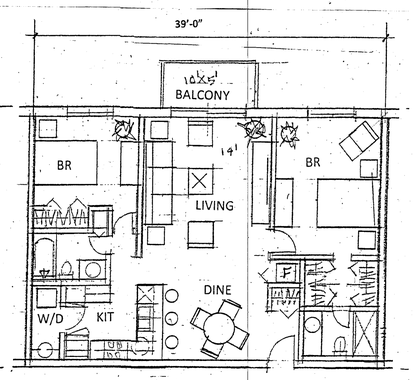
SUITE A 1/8"

1,102 SF



SUITE B 1/8"

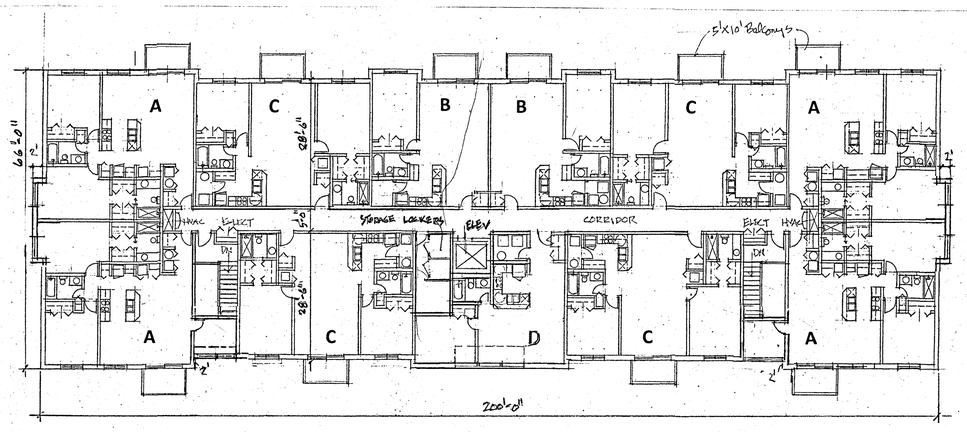
741 SF



SUITE C 1/8"

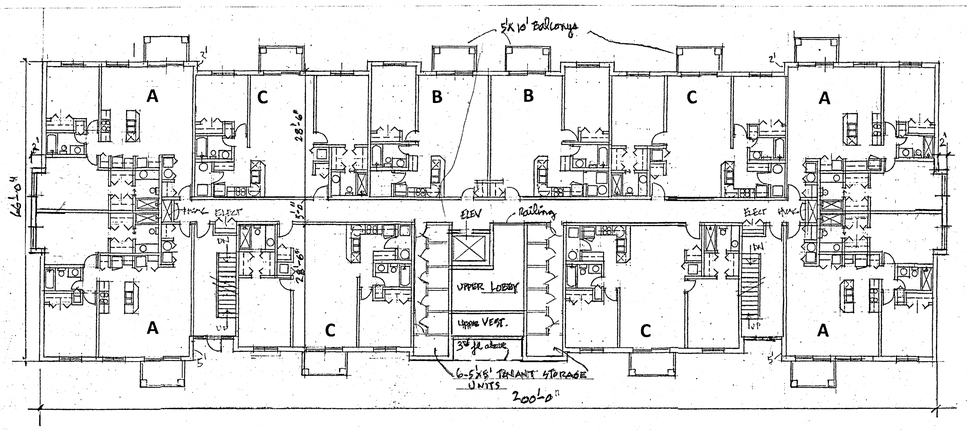
1,112 SF

INDIVIDUAL UNIT FLOOR PLANS 1/8"



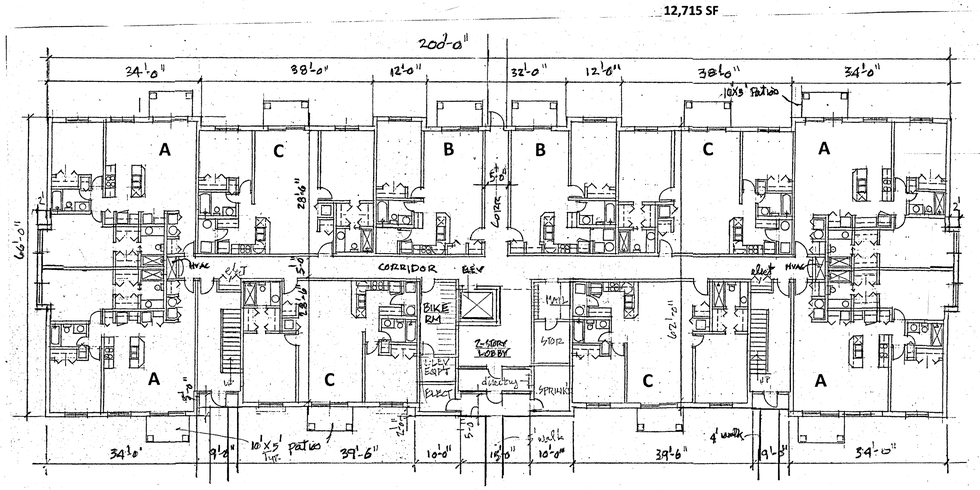
THIRD FLOOR PLAN 1/16" = 1' – 0"

12,790 SF



SECOND FLOOR PLAN 1/16" = 1' – 0"

12,715 SF



TOTAL BUILDING SF 38,220 SF

FIRST FLOOR PLAN 1/16" = 1' – 0"

12,715 SF

Architectural Services
arthur swanson & associates, llc.
10500 WEST LUNT AVENUE • ROSEMONT, ILLINOIS 60018
Phone (708) 635-6111 • FAX: (708) 635-6926

REVISIONS

NO	DATE	REVISIONS

THE COURTYARD AT CONGRESS STATION

551 CONGRESS PARKWAY
CRYSTAL LAKE, ILLINOIS

DATE 11/8/21
JOB NO. ESV 12/19/21
SHEET NO. A1

551 CONGRESS PARKWAY
PRELIMINARY ENGINEERING
SECTION 4 TOWNSHIP 43 NORTH RANGE 8 EAST
CRYSTAL LAKE, ILLINOIS
MCHENRY COUNTY

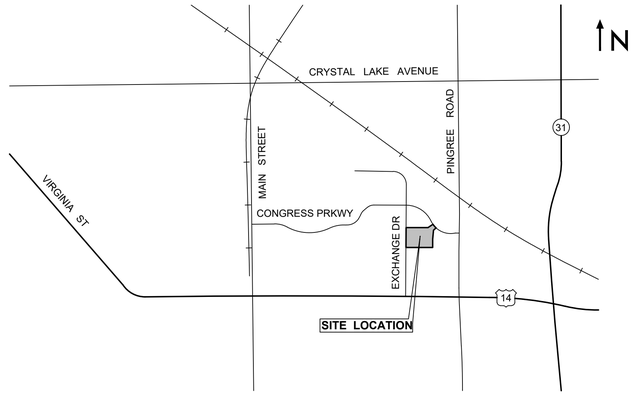
OWNER / DEVELOPER:

Paul Swanson Associates, Inc.
401 E Prospect Ave, Suite 201
Mount Prospect, Illinois 60056
Tel: (847) 670-6710

PREPARED BY:

Haeger Engineering LLC
Illinois Prof. Design Firm #184-003152
100 E. State Parkway, Schaumburg, IL 60173
Tel: (847) 394-6600
Fax: (847) 394-6608
www.haegerengineering.com

CITY OF CRYSTAL LAKE
100 W. Woodstock Street
Crystal Lake, IL 60014
Tel: (815) 459-2020



LOCATION MAP
Not To Scale

BENCHMARKS:

Site Benchmark:

Cut Cross on curb located in parking lot Northeast corner of property & Southeast of Congress Parkway.

Elevation = 906.46

Cut Cross on curb East side of Exchange Drive & South of Station Drive.

Elevation = 913.78

INDEX TO SHEETS

NO.	DESCRIPTION
C1.0	TITLE SHEET
C2.0	EXISTING CONDITIONS & DEMOLITION PLAN
C3.0	GEOMETRY, PAVING, STRIPING, & SIGNAGE PLAN
C4.0	GRADING & DRAINAGE PLAN
C5.0	UTILITY PLAN

Know what's **below.**
Call before you dig.

Note:
Call 811 at least 48 hours, excluding weekends and holidays, before you dig.

LEGEND

Existing Symbol	Description	Proposed Symbol
	Storm Sewer Manhole	
	Catch Basin	
	Inlet	
	Flared End Section	
	Headwall	
	Area Drain	
	Sanitary Sewer Manhole	
C.O.	Clean Out	C.O.
	Storm Sewer	
	Storm Sewer Service	
	Perforated Underdrain	
	Sanitary Sewer	
	Sanitary Sewer Service	
	Combined Sewer	
FM	Force Main	FM
W	Water Main	W
	Water Main Service	
	Fire Hydrant	
	Valve Vault	
	Valve Box	
B	B-Box	B
	Well Head	
	Light Pole	
	Light Pole With Mast Arm	
	Traffic Signal	
	Traffic Signal With Mast Arm	
H	Hand Hole	H
	Fence	
	Guardrail	
	Pipe Bollard	
	Sign	
G	Gas Valve	G
G	Gas Line	G
E	Electric Line	E
OHW	Overhead Utility Line	OHW
FO	Fiber Optic Line	FO
E	Electrical Pedestal	E
E	Electric Manhole	E
	Guy Wire	
	Utility Pole	
T	Telephone Pedestal	T
T	Telephone Manhole	T
T	Telephone Line	T
CATV	Cable TV Line	CATV
C	Cable TV Pedestal	C
	Flagpole	
M	Mailbox	M
	Handicapped Parking Stall	
X	Number of Parking Stalls	X
	Curb & Gutter	
	Reverse Pitch Curb & Gutter	
	Depressed Curb	
	Retaining Wall	
C XXX.XX	Curb Elevation and	C XXX.XX
G/P XXX.XX	Gutter/Pavement Elevation	G XXX.XX
XXX.XX	Pavement Elevation	P XXX.XX
XXX.XX	Sidewalk Elevation	W XXX.XX
XXX.X +	Ground Elevation	XXX.X
T/W XXX.XX	Top of Wall Elevation	T/W XXX.XX
B/W XXX.XX	Bottom of Wall Elevation	B/W XXX.XX
Gr XXX.XX	Open Lid Frame & Grate	Gr XXX.XX
Rim XXX.XX	Closed Lid Frame & Lid	Rim XXX.XX
FG XXX.XX	Finish Grade	FG XXX.XX
GF XXX.XX	Garage Floor	GF XXX.XX
TF XXX.XX	Top of Foundation	TF XXX.XX
	Swale	
	Hardscape Flow	
	Softscape Flow	
XXX	Contour Line	XXX
	Wetland	
	Wetland Buffer	
	Normal Water Level	
	High Water Level	
	Flood Plain	
	Flood Way	
	Deciduous Tree	
	Coniferous Tree	
	Bush	
	Brushline	
B-1	Soil Boring	B-1
	Over Land Flow Route	

DANIEL J. VANA
062-072032
LICENSED PROFESSIONAL ENGINEER
OF THE STATE OF ILLINOIS
EXPIRES 02-28-22

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No.	Date	Revision
1	12/16/2021	Per City of Crystal Lake Review Comments

TITLE SHEET

PRELIMINARY ENGINEERING
551 CONGRESS PARKWAY
CRYSTAL LAKE, ILLINOIS

Project Manager: D J V
Engineer: D J V
Date: 11/09/2021
Project No. 21-215
Sheet C1.0 / C5

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Plot Date: Dec 16, 2021 - 5:28pm Plotted By: daniel-v
File Name: P:\2021\21215\Drawings\Preliminary\21215-PRELIMINARY ENGINEERING.dwg

LEGAL DESCRIPTION

LOT 2 IN CRYSTAL LAKE MEDICAL PAVILION, BEING A RESUBDIVISION IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 43 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT RECORDED JUNE 18, 2007 AS DOCUMENT 2007R041940, IN MCHENRY COUNTY, ILLINOIS.

DEMOLITION LEGEND

- CONCRETE REMOVAL
- CURB REMOVAL
- TREE REMOVAL

NORTH

Scale: 1" = 30'

LOT 1

20' Municipal Utility & Drainage Easement Per Doc. #97R001111

10' Public Utility Easement Per Doc. #97R001111

Cross Access Easement Per Doc. #2007R0041940

Cross Access Easement Per Doc. #2007R0041940

62.46'

35.00'

55.92'

24.00'

24.00'

38.50'

24.00'

52.68'

N 56° 19' 47" E 126.58'

Ch=111.25' R=240.00' Δ=26°34'45" S 38° 07' 47" E

61.11'

S 47° 32' 24" W

N 90° 00' 00" E 503.04'

Refuse Area

15' Building line

30' Building line

S 05° 22' 29" W 209.06'

S 00° 02' 54" W 187.91'

N 00° 09' 42" W 455.78'

5' Municipal Easement Per Doc. #2007R0041940

N 89° 53' 31" W 608.05'

Remove Trees

Remove Trees Typ.

Remove Sidewalk

Remove Curb for Entrance

Asphalt

Riprap

Gravel

Stone

Concrete

LOT 2

6.613± ACRES

POND A

HWL = 899.09

OUTLOT A

RESUB. LOT 1 CRYSTAL LAKE BUSINESS CENTER UNIT 4

POND B

HWL = 898.50

CONGRESS PARKWAY

DRIVE EXCHANGE

Ex CB Gr 908.94 Inv 906.0 12" RCP (W)

Ex San MH Rim 902.79 Inv 890.7 6" PVC (NW,SE)

Ex San MH Rim 902.73 Inv 889.8 6" PVC (NW,SE)

Ex San MH 913.43 Inv 903.6 6" PVC (W,S)

Ex Inlet Rim 910.67 Inv 907.4 12" RCP (W)

18" RCP Inv 890.7 (NE)

12" RCP Inv 886.6 (NW)

8" PVC Inv 887.3 (S)

8" PVC Inv 887.2 (S)

8" PVC Inv 887.1 (S)

8" PVC Inv 887.4 (S)

8" PVC Inv 893.9 (S)

8" PVC Inv 893.4 (S)

8" PVC Inv 893.8 (S)

Ex Strm MH Rim 895.47 Inv 892.5 8" PVC (N)

Ex Strm MH Rim 894.34 Inv 891.8 8" PVC (N)

Ex Strm MH Rim 894.76 Inv 891.78" PVC (N)

Ex Strm MH Rim 889.32 Inv 886.4 8" PVC (N)

Ex Strm MH Rim 889.59 Inv 887.3 8" PVC (N)

Ex Strm MH Rim 889.32 Inv 886.0 8" PVC (N)

Ex Strm MH Rim 889.29 Inv 886.6 8" PVC (N)

Ex Strm MH Rim 889.38 Inv 886.8 8" PVC (N)

LOT 1 RECHERT ADDITION TO CRYSTAL LAKE

LOT 2 TRACY TRAIL SUBDIVISION

LOT 1 SUBDIVISION

No.	Revision	Date
1	Per City of Crystal Lake Review Comments	12/16/2021

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EXISTING CONDITIONS & DEMOLITION PLAN

PRELIMINARY ENGINEERING
551 CONGRESS PARKWAY
CRYSTAL LAKE, ILLINOIS

Project Manager:	D J V
Engineer:	D J V
Date:	11/09/2021
Project No.	21-215
Sheet	C2.0 / C5

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DIMENSION LEGEND

B-B	Back of Curb to Back of Curb
F-F	Face of Curb to Face of Pavement
E-E	Edge of Pavement to Edge of Pavement

Parking Table	
Total Required Spaces	199
Total Provided Spaces	199
Required Accessible Spaces	6
Provided Accessible Spaces	6

NORTH

30 0 30

Scale: 1" = 30'

20' Municipal Utility & Drainage Easement Per Doc. #97R001111

10' Public Utility Easement Per Doc. #97R001111

Cross Access Easement Per Doc. #2007R0041940

LOT 1

Asphalt

Refuse Area

CONGRESS PARKWAY

DRIVE EXCHANGE

Dog Park

30' Building line

15' Building line

10' Building line

5' Municipal Easement Per Doc. #2007R0041940

Existing 4' Sidewalk

Loading Bay (Typ.)

Trash Enc.

Building "A"
FF 911.5
FG 911.0

Building "B"
FF 915.0
FG 914.5

Building "C"
FF 913.0
FG 912.5

Gazebo

Bench (Typ.)

Sidewalk (Typ.)

Service Walk (Typ.)

Terrace

10' x 5' Patio (Typ.)

Recreation Area

Stop Bar

"Stop Here for Pedestrians" Sign

High Visibility Crosswalk

B6.12 Curb & Gutter (Typ.)

POND A
HWL = 899.09

POND B
HWL = 896.50

OUTLOT A
RESUB. LOT 8 CRYSTAL LAKE BUSINESS CENTER UNIT 4

Riprap

Gravel 1.0'S

Concrete

Stone

Gravel

LOT 1 LOT 2

RECHERT ADDITION TO CRYSTAL LAKE

LOT 1
TRACY TRAIL SUBDIVISION

No.	Revision	Date
1	Per City of Crystal Lake Review Comments	12/16/2021

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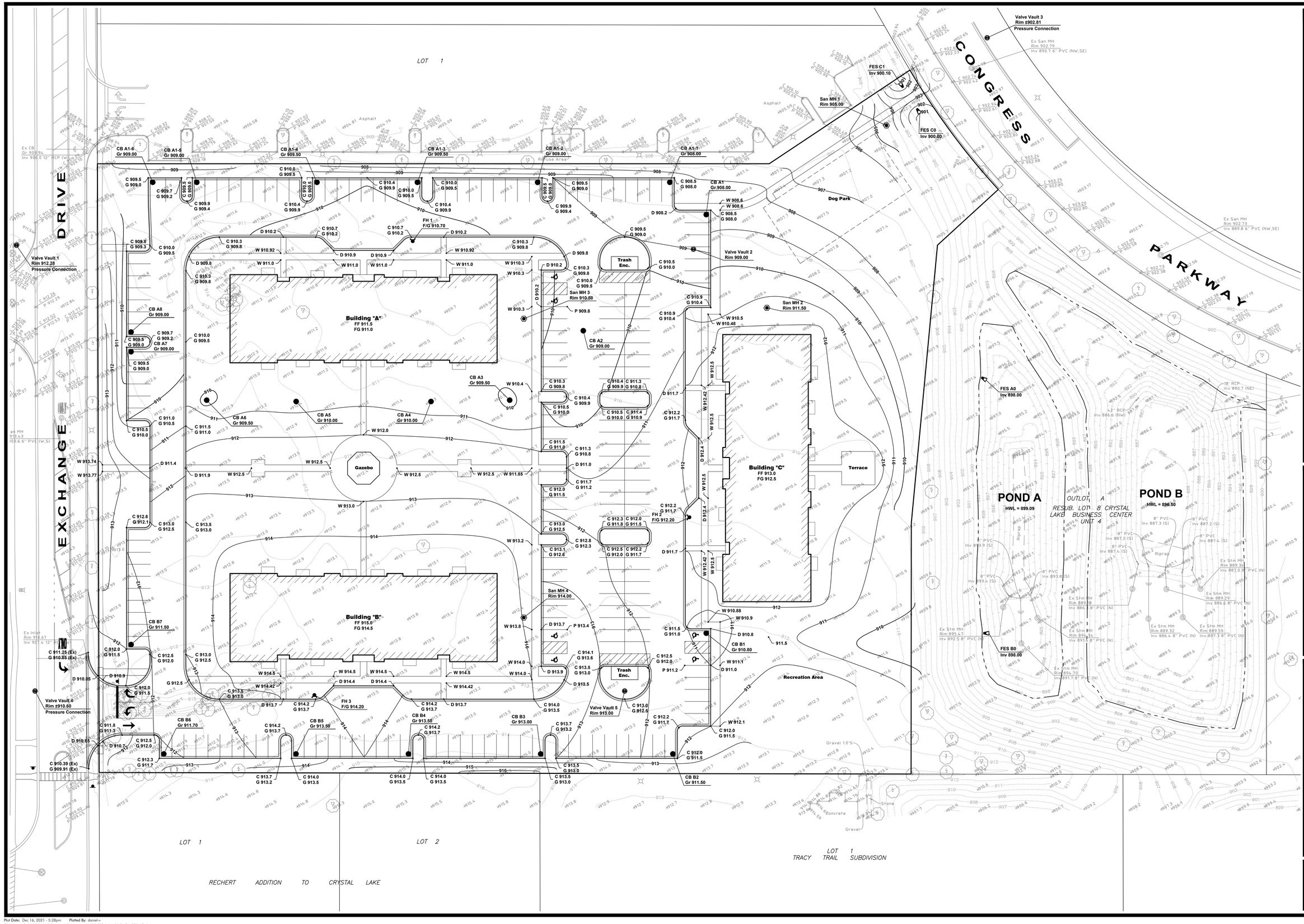
GEOMETRY, PAVING STRIPING, & SIGNAGE PLAN

PRELIMINARY ENGINEERING
551 CONGRESS PARKWAY
CRYSTAL LAKE, ILLINOIS

Project Manager:	D J V
Engineer:	D J V
Date:	11/09/2021
Project No.	21-215
Sheet	C3.0 / C5

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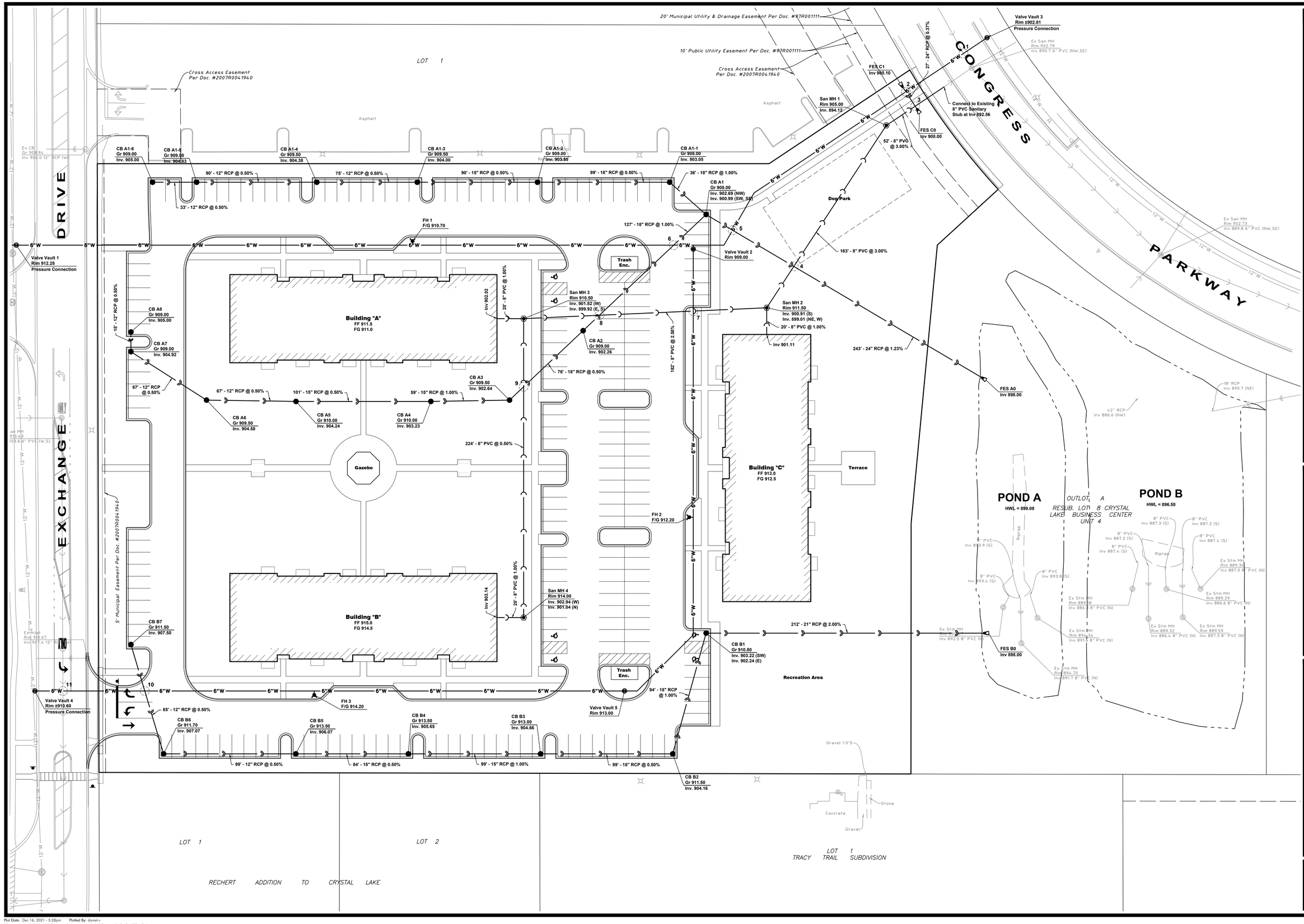
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GRADING & DRAINAGE PLAN
PRELIMINARY ENGINEERING
551 CONGRESS PARKWAY
CRYSTAL LAKE, ILLINOIS

Project Manager:	D J V
Engineer:	D J V
Date:	11/09/2021
Project No.	21-215
Sheet	C4.0 / C5

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NORTH

30 0 30

Scale: 1" = 30'

No.	Revision	Date
1	Per City of Crystal Lake Review Comments	12/16/2021

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UTILITY PLAN

PRELIMINARY ENGINEERING
551 CONGRESS PARKWAY
CRYSTAL LAKE, ILLINOIS

Project Manager:	D J V
Engineer:	D J V
Date:	11/09/2021
Project No.	21-215
Sheet	C5.0 / C5

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File Name: P:\2021\21215\Drawings\Preliminary\21215-PRELIMINARY ENGINEERING.dwg

PSA

From: Daniel Vanek <daniel-v@haegerengineering.com>
Sent: Tuesday, November 9, 2021 10:18 AM
To: Paul Swanson
Subject: FW: 551 Congress Parkway - City Preliminary Submittal Documents

Paul,

Here's an executive summary of the Preliminary Engineering Report:

The report aims to give a good understanding of the site in the existing condition and the proposed conditions as well as to prove that all stormwater management requirements are followed. The existing conditions is analyzed in a drainage exhibit and is shown via maps of the project area such as Aerial, NRCS Soils, FEMA, USGS, Hydrologic Atlas, NWI Wetland, and Zoning maps. The site history, being the 1996 Crystal Lake Business Center subdivision and its calculations, is described and lays out the important requirements that the site must meet - in particular being less than 60% impervious and sending about 6 acres of stormwater to Pond A. Then the proposed condition is analyzed via a drainage exhibit and calculations to show that we meet the above requirements. Documents to back up claims made or for easier referencing are provided in appendixes.

Daniel J. Vanek, PE
Project Manager

HAEGER ENGINEERING

From: Daniel Vanek
Sent: Tuesday, November 09, 2021 1:11 AM
To: Paul Swanson <paul@psa-inc.biz>
Subject: 551 Congress Parkway - City Preliminary Submittal Documents

Paul,

We've prepared the Preliminary Engineering Plans, Preliminary Engineering Report, and the Preliminary PUD Plat. Note that this does not include the draft traffic study.

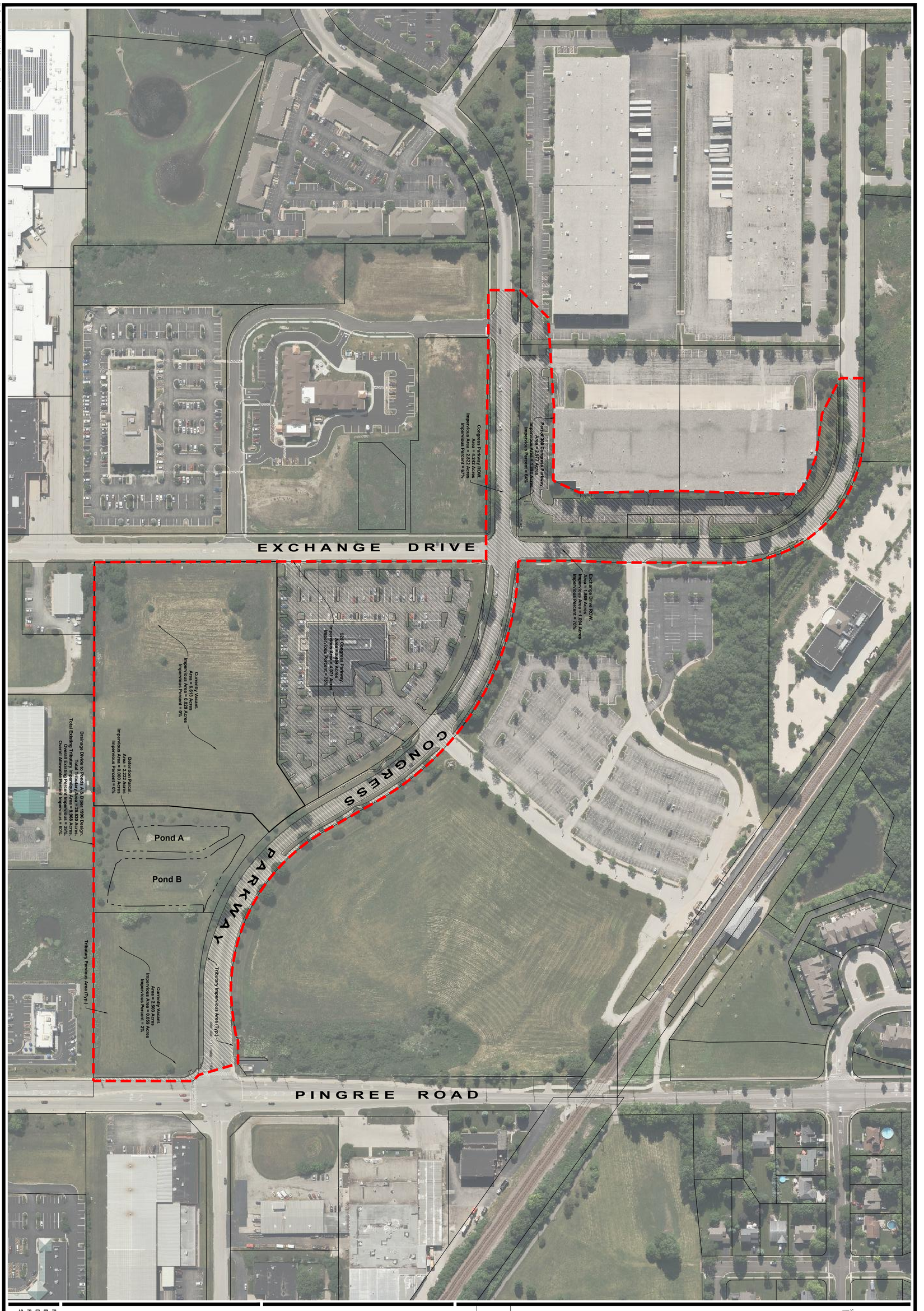
Please follow this link to download the City submittal documents:
21215-Village Preliminary Submittal Documents

Please let me know if you need anything else.

Daniel J. Vanek, PE
Project Manager

HAEGER ENGINEERING
100 East State Parkway
Schaumburg, IL 60173

direct: 847.230.3177
main: 847.394.6600 fax: 847.394.6608



EXISTING CONDITIONS POND TRIB. AREA COVERAGE EXHIBIT

551 CONGRESS PARKWAY SITE IMPROVEMENTS

CRYSTAL LAKE, ILLINOIS

HAEGER ENGINEERING
consulting engineers • land surveyors
100 East State Parkway, Schaumburg, IL 60173 Tel: 847.394.6600 Fax: 847.394.6608
Illinois Professional Design Firm License No. 184-003152
www.haegerengineering.com

No.	Date	Revision

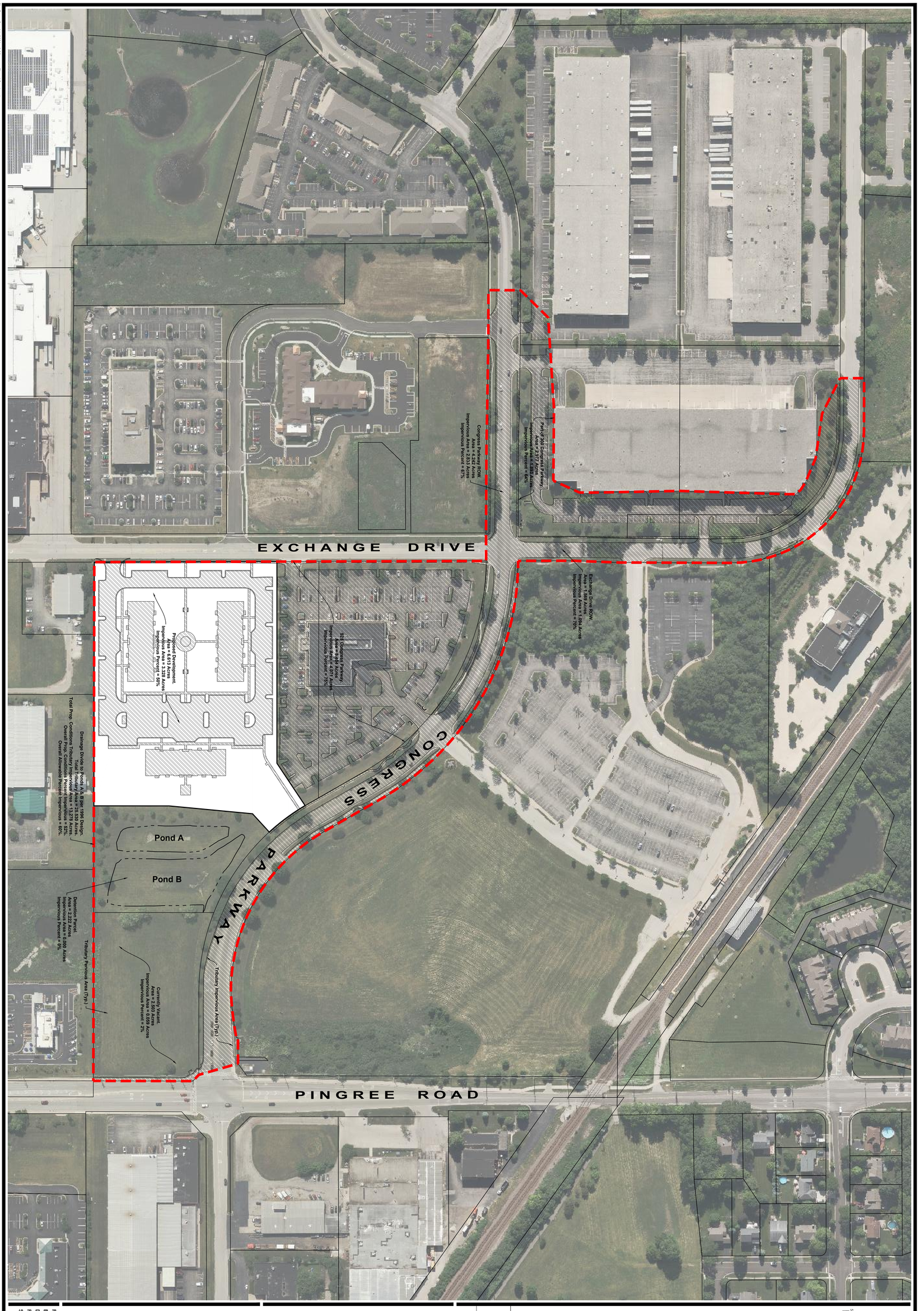
Project Manager: D J V
Engineer: D J V
Date: 12/16/2021
Project No. 21-215
Sheet 1 of 1

Scale: 1" = 100'

NORTH

© 2021 Haeger Engineering, LLC

Plot Date: Dec 16, 2021 - 5:30pm Plotted By: dsmith
File Name: P:\2021\21215\Drawings\Admin\21215 Existing Drainage Exhibit.dwg



PROPOSED CONDITIONS POND TRIB. AREA COVERAGE EXHIBIT

551 CONGRESS PARKWAY SITE IMPROVEMENTS

CRYSTAL LAKE, ILLINOIS

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Project Manager: D J V
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Project No. 21-215
Sheet 1 / 1

Scale: 1" = 100'

NORTH

© 2021 Haeger Engineering, LLC

Plot Date: Dec 16, 2021 - 5:38pm Plotted By: dsmith
File Name: P:\2021\21215\Drawings\Admin\21215-Proposed Drawings Exhibit.dwg

Development Concept
THE COURTYARD AT CONGRESS STATION
551 CONGRESS PARKWAY
CRYSTAL LAKE, ILLINOIS
11/9/2021

Overall Concept

The overall Development Concept for **The Courtyard** is to provide an alternative to Home Ownership – being tied down to one place with Mortgage Payments, Real Estate Taxes, Home Upkeep and Repair etc.

Up Scale Rental Residences, such as **The Courtyard**, is a Life Style Choice; not so much built on Economics, (our residences will lease for between $1,500 a month for a 1 Bedroom/1 Bathroom residence to over $2,700 a month for our largest 2 Bedroom/2 Bathroom residence but to offer a more mobile attachment free lifestyle.

To attract this upscale clientele, we provide 4 different floor plans, which vary in size and layout, but with features found in upscale homes, such as hardwood floors in all living areas (carpet in bedrooms) ceramic tile floors and walls in bathrooms, kitchens all with designer countertops and appliances including in unit washer and dryers. All utilities are separately metered for future conversion to Condominiums.

Amenities include 2 large Terraces with BBQ areas, large open space, recreational areas, bike room and tenant storage lockers. But the biggest amenity is the location, 1 block from the Metra Train Station and walking distance to many restaurants and retail shopping.

Site Specific Concept

Another plus for these Upscale Residences is the fact that there will be very few school aged children as the Residents will be economically upscale, mobile, young working professionals and older empty nesters.

Site specifically we are presenting 3 – 3 story, 31-unit buildings centered around a large courtyard all with the afore mentioned amenities. Every unit will have either a private patio or balcony while the exterior architecture is more residential in character with a variety of materials building articulation and roof lines.

All the above being said, we are excited about becoming part of the Crystal Lake Community and while looking to present an alternative lifestyle, become a good and stable part of the neighborhood.

Sam Schwartz
223 W. Jackson Blvd., Suite 1101
Chicago, IL 60606
(773) 305-0800
samschwartz.com

Sam Schwartz

Memorandum

To: Abigail Wilgreen PE CFM, City of Crystal Lake
From: Sara Disney Haufe, PE, PTOE, and Kathleen Murphy, PE
Date: December 6, 2021
Re: 551 Congress Apartments – Technical Memorandum

Sam Schwartz Consulting, LLC, (Sam Schwartz) was retained through an existing on-call contract with the City of Crystal Lake to prepare a technical memorandum detailing the projected traffic characteristics of a multifamily residential development proposed on the east side of Exchange Drive south of Congress Parkway in Crystal Lake, Illinois. Under the proposed development plan, three three-story buildings would be constructed providing a total of 93 dwelling units, including 21 one-bedroom units and 72 two-bedroom units. The development would include 199 total parking spaces (including six accessible spaces) in an on-site parking lot that would be accessed via a single driveway on Exchange Drive. A site plan is included in the Appendix.

The following memorandum documents Sam Schwartz's methodology and projections for the traffic characteristics of the proposed site. The contents of this memorandum reflect typical industry practices for estimating traffic for developments of this nature.

Trip Generation Projections

Using the Institute of Transportation Engineers (ITE) manual Trip Generation, 11th Edition, site-generated trip projections were calculated according to data provided for ITE Land Use Code (LUC) 220 – Multifamily Housing (Low-Rise). This category corresponds to multifamily dwellings with two or three stories. Within LUC 220, the ITE manual provides data for a variety of settings, including General Urban/Suburban, Dense Multi-Use Urban, and Center City Core. In addition to these settings, the ITE manual provides data for two subcategories: Close to Rail Transit (defined as within a half-mile walking distance of a rail transit station entrance) and Not Close to Rail Transit. Given the vehicle-centric nature of area development, demonstrated by the large parking lots that are generally located between the street and commercial areas, the study area fits the ITE definition of a General Urban/Suburban setting. Although the proposed site will be approximately one quarter-mile walking distance from the Pingree Road Metra commuter rail station, the Close to Rail Transit subcategory for a General Urban/Suburban setting only has data from one site during the peak hours of adjacent street traffic. Because of this small sample size, using the data for this subcategory and setting is not likely to produce reliable results. Additionally, local census data on area mode split would provide a more representative estimate of potential non-auto trips generated by the subject site than this single-survey data in the ITE manual, as further discussed in the subsequent paragraph. Therefore, data for the Not Close to Rail Transit subcategory in a General Urban/Suburban setting was utilized for the purposes of this evaluation to estimate baseline trip generation potential for the site. This data is shown in **Table 1** on the following page.

Sam Schwartz Engineering, DPC is a firm authorized to perform engineering services in different states and works in cooperation with Sam Schwartz Consulting, LLC, collectively comprising the Sam Schwartz team. Working as a team provides both companies access to the entire network of professionals.

Sam Schwartz

Table 1. ITE Trip Generation Data

Land Use	Weekday Daily	Weekday Morning Peak Hour	Weekday Evening Peak Hour
Multifamily Housing (Low-Rise) *Setting: General Urban/Suburban* *Subcategory: Not Close to Rail Transit*	T = 6.41(X) + 75.31 50% in / 50% out	T = 0.40(X) 24% in / 76% out	T = 0.51(X) 63% in / 37% out

T = Trips generated
X = Number of dwelling units

Since the proposed residential development is located in close proximity to the Pingree Road Metra station, it is likely that this development would attract residents who would walk to the station to commute via Metra. Therefore, the trip projections were reduced to account for the projected non-auto mode share, which was determined using local data for commuters in the surrounding neighborhood. The American Community Survey *Means of Transportation to Work* database was referenced to obtain information about commuting patterns for Census Tract 8713.01, shown in ***Figure 1***. The location of the proposed development within this census tract is marked below.



Figure 1: Census Tract Boundaries & Area Transit Service

The resulting mode split data reveals that approximately 13.1 percent of residents in the census tract travel to and from work via non-auto modes, which include public transportation, walking, bicycling, and working from home. Census tract data is attached to this memorandum. Since the non-auto mode share for this development may be higher than the census tract average due to its close proximity to transit, a 13.1 percent non-auto mode share can be considered conservative for this evaluation. The baseline trip

generation data was therefore reduced accordingly, and the resulting vehicular trip generation projections for the proposed site are shown in **Table 2**.

Table 2. Site-Generated Vehicle Trip Projections

Land Use	Size	Weekday Daily	Weekday Morning Peak Hour			Weekday Evening Peak Hour		
			In	Out	Total	In	Out	Total
Multifamily Housing (Low-Rise)	93 dwelling units	670	10	30	40	30	20	50
Minus Non-Auto Mode Share (13.1%)		*-90*	*–*	*-5*	*-5*	*-5*	*–*	*-5*
Total Vehicle Trips (rounded to nearest multiple of five)		**580**	**10**	**25**	**35**	**25**	**20**	**45**

As shown, the proposed development is expected to generate 35 total vehicle trips in the morning peak hour and 45 trips in the evening peak hour. On a typical weekday, approximately 580 total vehicle trips are expected to be generated.

Site Access & Circulation

Access to the site is proposed via a single driveway to Exchange Drive, located approximately 300 feet south of the existing Station Drive. On the site plan, this driveway is shown to provide one left-turn lane and one right-turn lane for outbound traffic, as well as a single receiving lane. Given the relatively low trip projections for the peak hours, which are not expected to exceed 45 vehicles per hour as shown in Table 2, a single outbound lane should sufficiently accommodate peak hour demand; the outbound lane configuration as shown would therefore be expected to provide adequate capacity. The internal traffic circulation shown on the site plan was also found to be acceptable, including the placement of the site access driveway at the southern end of the property.

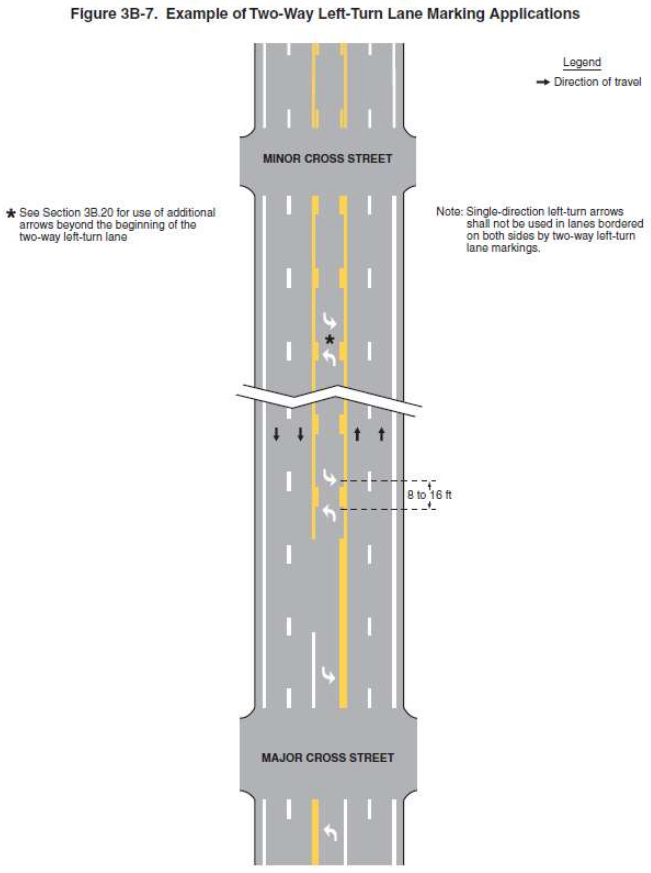


Figure 2: Two-Way Left Turn Lane Application (MUTCD)

Warrants for auxiliary turn lanes along Exchange Drive at the site driveway would not be met based on the anticipated site trip projections and a review of existing traffic volumes on Exchange Drive (which were referenced from previously collected count data

at Exchange Drive and Congress Parkway for the nearby Project Cooper development). However, because there is an existing striped median at the access location that transitions into a northbound left-turn lane on Exchange Drive at Station Drive just north of the site driveway, it is recommended that a southbound left-turn lane be striped along Exchange Drive at the site driveway. It is recommended that the median on the roadway segment between Station Drive and the site driveway be restriped as a two-way left-turn lane, with northbound and southbound left-turn lanes on either end consisting of a 50-foot storage bay and a 50-foot taper transition for each. An excerpt from the Manual on Uniform Traffic Control Devices (MUTCD) illustrating this proposed configuration is shown in ***Figure 2***.

Area Traffic Operations

The dominant routing of site-generated trips during the weekday peak hours is expected to be to and from the south on Exchange Drive to connect to Northwest Highway (US 14) approximately one quarter-mile south of the site, since this regional arterial route would connect residents to numerous employment centers throughout the metropolitan area. The intersection of Exchange Drive and US 14 currently serves as the main access point to the Bohl Farm Marketplace retail center, which includes several big-box stores, restaurant outlots, and smaller retailers. Based on the traffic projections shown previously in Table 2, anticipated site traffic from this residential development would make up a small percentage of traffic on the southbound approach of Exchange Drive at Northwest Highway. With existing dual southbound left-turn lanes on Exchange Drive at this location, as well as dedicated turn lanes onto Exchange Drive from Northwest Highway and signalized intersection control, the addition of a relatively small number of site trips at this location should have a negligible effect on operations.

Although the majority of site-generated trips are expected to travel to and from the south on Exchange Drive, it is expected that some will travel to and from the north on Exchange Drive and use Congress Parkway to access Main Street to the west or Pingree Road to the east. Using an estimated directional distribution of the site-generated trips, Sam Schwartz expects that approximately 15 percent of site trips would utilize this intersection and has identified the relative increase in traffic attributable to the proposed residential development as compared to existing volumes at the intersection of Congress Parkway and Exchange Drive, shown in **Table 3** below. Similar comparison tables were previously completed for nearby developments to facilitate discussions between the City and area developers regarding future area improvements that would provide benefits to existing and future users.

Table 3. Projected Traffic Volume Increase due to Proposed Development

Intersection	Total Intersection Traffic Volume PM Peak Hour (vehicles per hour)		Percent Increase
	Existing	Existing + Residential Development	
Congress Parkway / Exchange Drive	1,030	1,037	0.7%

Area Pedestrian Access

In addition to being located near the Pingree Road Metra Station, as discussed earlier in this memorandum, the proposed residential development is also located less than a quarter-mile from the Bohl Farm Marketplace retail center. This retail center includes a Fresh Thyme grocery store, a Target, a Planet Fitness gym, and several other retailers and restaurants that would be within walking distance for site residents. Therefore, area pedestrian infrastructure was reviewed for potential improvements that could be made to facilitate this expected pedestrian activity.

The City of Crystal Lake has indicated that there are plans to construct a roundabout at the intersection of Congress Parkway and Exchange Drive, which would include crosswalks on all four legs of the intersection. These proposed crosswalks would create a continuous pedestrian connection from the proposed residential development to the Pingree Road Metra station. A preliminary geometric plan for this intersection reconstruction can be found in the Appendix.

There are existing curb ramps on Exchange Drive at the proposed site driveway location. Since the ramp on the east side of Exchange Drive will have to be demolished in order to construct the site driveway as proposed, it is recommended that both ramps be reconstructed just south of the proposed site driveway. Since residents of the proposed development would be expected to use this crossing to access the shops at the Bohl Farm Marketplace, it is recommended that a high-visibility crosswalk be striped between these ramps and “Stop Here for Pedestrians” signage (MUTCD sign code R1-5b, shown in ***Figure 3***) be posted on both legs of Exchange Drive in accordance with the MUTCD. A continuous sidewalk should be provided across the site driveway, and a stop bar should be striped behind the sidewalk.



Figure 3: R1-5b Sign (MUTCD)

Within the proposed site, some additional sidewalk segments are recommended to connect the internal sidewalk network with the sidewalk on Exchange Drive, which will provide easier pedestrian access both to the Metra station and to the shopping center. First, a sidewalk segment should be constructed along the north side of the site driveway to provide pedestrian access between the proposed sidewalk running south of Building “B” and the sidewalk on Exchange Drive. Another sidewalk segment should be constructed near the north end of the site to connect the proposed sidewalk along the north side of Building “A” to the existing sidewalk along Exchange Drive.

Recommendations and Conclusions

Based on the assumptions and analyses detailed in this memorandum, the following recommendations should be implemented as part of the proposed residential development:

- Restripe the median on Exchange Drive between Station Drive and the proposed site driveway to provide a two-way left-turn lane, bookended by dedicated left-turn lanes into Station Drive and the proposed site access driveway, each with a 50-foot storage bay and 50-foot taper transition.
- Relocate the existing curb ramps on Exchange Drive at the proposed site driveway south of the driveway. Stripe a high-visibility crosswalk between the ramps and post “Stop Here for Pedestrians” signage on both legs of Exchange Drive.
- Provide a continuous sidewalk across the site driveway and stripe a stop bar behind the sidewalk.
- Construct sidewalks between the site parking lot and the existing sidewalk on Exchange Drive near the north and south ends of the site.

With implementation of the above recommendations, it is anticipated that area traffic operation would be generally acceptable after completion of the subject development.

Nationwide Mortgage and Realty Company
2300 N. Barrington Road, Suite 400
Hoffman Estates, IL 60169
847/490-5355

December 30, 2021

Mr. Paul Swanson
Equity Trust Co. Custodian
401 E. Prospect Ave.
Mt. Prospect, Illinois 60056

Dear Mr. Swanson,

At your request Nationwide Mortgage and Realty Company reviewed your Development Proposal for The Courtyard at Congress Station, a 93 Unit Luxury Apartment Community located at 551Congress Parkway Crystal Lake, Illinois to assess the appropriateness of a Residential use within the Business Park.

Based on our extensive experience over 40 years in the Mortgage Business which has included numerous evaluations very similar to that being conceptualized, it is our professional opinion that 551 Congress Parkway is an excellent location for high quality Rental Apartments for several reasons including its close proximity location to the Metra Train Station, numerous Shops, Restaurants and the upscale nature of Crystal Lake itself. We have numerous sources of financing at competitive rates when you are ready.

Let me know if you have any questions or further need.

Respectfully submitted,
Nationwide Mortgage and Realty Company

Jon W. Anderson - Principal

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: January 18, 2022

Item: Recapture Agreement Extension for Stephen Rasmussen

Staff Recommendation: Motion to adopt a Resolution to enter into a Recapture Agreement Extension for a period of ten (10) years for the construction of a water main along Factory Road.

Staff Contact: Kathryn Cowlin, Director of Community Development

---

Background:

Recapture agreements allow for a property owner to be reimbursed a proportionate share of the construction costs for the installation of a public utility that would benefit another property.

In 2002, the City entered into a recapture agreement with Stephen Rasmussen for the installation of a water main along Factory Road. The construction costs for the improvements totaled $41,326.85. The water main was installed along the frontage of six properties, which are subject to the recapture agreement. If one of the properties were to apply for a permit to connect to the city's water main, the proportionate recapture fee (plus interest) would be applied to the permit fee. The original recapture agreement was for a 20-year term and included an interest rate of 8% per annum. The term of the agreement is set to expire June 18, 2022. Since the original agreement is set to expire, the property owner has requested an extension of the recapture agreement.

KEY FACTORS

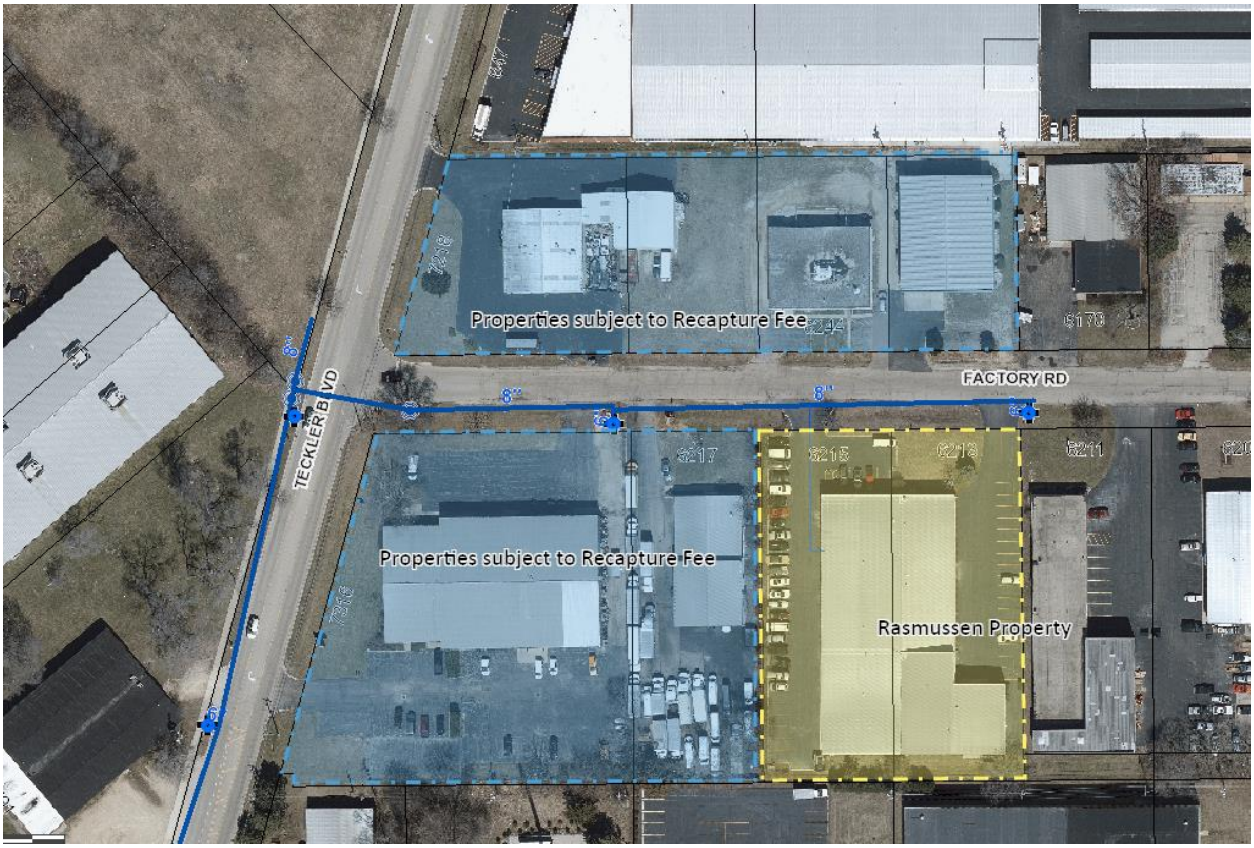
- No properties within the recapture boundary have requested to connect to the improved water main at this time.
- Due to the effects of the Great Recession and COVID-19 pandemic, the property owner's opportunity to recoup the original investment has been adversely impacted.
- The extension would be for a 10-year term. The proposed extension would expire on June 18, 2032.
- The agreement extension includes a reduction of the interest rate per annum from 8% to 3%.
    - Per the original agreement, if all properties connected to the city water main, at an 8% interest rate at year 20, the recapture fee would total *$178,354.30.*

- Per the proposed recapture agreement extension, if all properties connected to the city water main, at a 3% interest rate at year 30, the recapture fee would total *$97,389.43.*

The proposed recapture agreement extension has been reviewed and approved by both the petitioner and the City's special legal counsel.

Votes Required to Pass: A simple majority vote.

PIQ – Rasmussen Recapture Agreement Extension



Res. No. xxxx
File No. xxx

The City of Crystal Lake Illinois

RESOLUTION AUTHORIZING THE EXECUTION OF A RECAPTURE AGREEMENT EXTENSION AMENDMENT

WHEREAS, STEPHEN RASMUSSEN, as beneficiary of the HOME STATE BANK TRUST #3664 (hereinafter, the "*Owner*") is the record title owner of a certain tract of land located in Algonquin Township in Crystal Lake, Illinois (the "*Subject Property*") that is legally described on page 1 of that certain document recorded with the McHenry County Recorder as Document number 2002R0058902 (the "*Original Recapture Agreement*"); and

WHEREAS, the Original Recapture Agreement was entered into pursuant to the provisions of Section 9-5-1 *et seq*. of the Illinois Municipal Code, 65 ILCS 5/9-5-1 *et seq.*; and

WHEREAS, Owner has requested a proposed extension amendment to the Original Recapture Agreement (the "*Extension Amendment*"), which Extension Amendment is attached hereto as Exhibit 1; and

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 and its residents to approve, execute, and attest the Extension Amendment;

Draft

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 a variation to the City Code Chapter 515-5 is hereby approved in connection with the Extension Amendment to allow a recapture agreement for an additional ten (10) year terms beyond the original twenty (20) years.

SECTION III: That the City Council approved the extension Amendment in substantially the form attached hereto as Exhibit 1. In addition, the Mayor and City Clerk are hereby authorized and directed to execute and attest, respectively, the Extension Amendment following delivery of the Extension Amendment executed by Owner on or before February 1, 2022.

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

Draft

AYES:

NAYS:

ABSENT:

PASSED this 18th day of January, 2022.

APPROVED by me this 18th day of January, 2022.

Res. No. xxxx
File No. xxx

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed:
Approved:

Draft

EXHIBIT 1

EXTENSION AMENDMENT

Draft

Agenda Item No: 13

City Council
Agenda Supplement

Meeting Date: January 18, 2022

Item: Bid Award – Municipal Building Lighting Control Replacement Project

Staff Recommendation: Motion to award the contract for the Municipal Building Lighting Control Replacement Project to the lowest responsive, responsible bidder, Ridgeview Electric, and adopt a Resolution authorizing the City Manager to execute a contract with Ridgeview Electric in the amount of $99,823.20 with a 10% contingency for unforeseen expenses and to approve warranted completion date extensions.

Staff Contact: Michael Magnuson, P.E., Director of Public Works & Engineering

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Background:
The lighting control system for the Municipal Complex has reached the end of its service life, has experienced failures and replacement parts are no longer available. This system controls the interior and exterior lighting and related electrical controls. As part of the bidding process, staff sought prices to replace this system and requested bids, as an alternate, to replace some of the existing interior florescent lighting with LED fixtures in the hallways of the Police and Fire Rescue Departments. The lights in these areas are typically left on continuously 24/7/365 and were identified for potential replacement as an energy efficient option. The bid specifications require the selected contractor to submit required documentation to apply for and obtain ComEd energy efficiency rebates on behalf of the City.

On December 27, 2021, the City of Crystal Lake publicly opened and read aloud the bids received for the Municipal Building Lighting Control Replacement Project. The following are the bid results:

	√ Ridgeview Electric	Carey Electric	Associated Electric
Base Bid	$63,750.00	$73,277.00	$71,631.00
Alternate Sub Total	$36,073.20	$32,876.00	$43,631.00
Base + Alternate Total	**$99,823.20**	**$106,153.00**	**$115,262.00**

√ Indicates the lowest responsive and responsible bidder

Recommendation:

This contract is being presented pursuant to a competitive bidding process. Under such process, the contract is to be awarded to the "lowest responsive and responsible bidder." The lowest responsive and responsible bidder is the contractor: (1)whose bid substantially conforms to the material provisions of the bid specifications, (2) who demonstrates the financial capacity and ability to undertake and complete the project in question in accordance with the bid specifications, and (3) whose bid prices is lowest among the responsive and responsible bidders. Selecting a contractor on bases not set forth in the bid specifications can lead to challenges to the City's award.

The Public Works Department and the Department's engineering consultant have reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. It is the recommendation of staff and the consultant to award the contract to the lowest responsive, responsible bidder, Ridgeview Electric, for the Municipal Building Lighting Control Replacement Project. The FY 2021/2022 Budget for this project is $100,000. The City is hopeful in obtaining ComEd grant rebates estimated at $5,000.

Votes Required to Pass:

Simple majority.

RESOLUTION

WHEREAS the CITY OF CRYSTAL LAKE has identified the need to replace the Municipal Building Lighting Control System; and

WHEREAS the CITY received and publicly opened bids for the Municipal Building Lighting Control Replacement Project on December 27, 2021; and

WHEREAS the lowest responsive and responsible bidder is Ridgeview Electric, McHenry, Illinois.

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the foregoing recitals are repeated and incorporated as though fully set forth herein; and

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 between the CITY OF CRYSTAL LAKE and Ridgeview Electric for the Municipal Building Lighting Control Replacement Project in the amount of $99,823.20; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute change orders for up to 10% of the contract amount and to approve warranted completion date change orders relating to the contract.

DATED this 18th day of January, 2022.

Draft

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: January 18, 2022
APPROVED: January 18, 2022

Draft

Agenda Item No: 14

City Council
Agenda Supplement

Meeting Date: January 18, 2022

Item: Proposal Award - Preliminary and Final Design Engineering Services, Surface Transportation Program (STP) Grant Application Resolution and Motor Fuel Tax (MFT) Appropriation for the Three Oaks Road at Lutter Drive/Sands Road Intersection Improvement

Staff Recommendation: Motion to award the proposal for the Three Oaks Road at Lutter Drive/Sands Road Intersection Improvement for Preliminary and Design Engineering Services to the most qualified, responsible and responsive proposer, Fehr Graham and Associates, and adopt a Resolution authorizing the City Manager to execute an agreement with Fehr Graham and Associates in the amount of $285,960 with a 10% contingency for changes in scope and approve warranted completion date extensions.

Motion to adopt a Resolution supporting the application for a Surface Transportation Program Grant to partially fund the Three Oaks Road at Lutter Drive/Sands Road Intersection Improvement project.

Motion to adopt a Resolution appropriating $315,000 in MFT funds for the Three Oaks Road at Lutter Drive/Sands Road Intersection Improvement.

Staff Contact: Michael Magnuson, P.E., Director of Public Works & Engineering

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Background:
The Three Oaks Road/Lutter Drive/Sands Road intersection is in need of improvement and warrants the installation of a new traffic signal to better facilitate vehicle movements through the intersection. A southbound left turn lane and northbound right turn lane are also warranted. With all the recent development in the area, the installation of a new multiuse path will also be explored.

In 2020, the City submitted a grant application for federal Surface Transportation Funding for this project. It did not score well enough to be placed on the active list of projects through the McHenry County Council of Mayors to receive funding at the time and was placed on the contingency list should funding become available. In November of 2021, this project was awarded $278,560 in construction funding from Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funding granted to the Chicago Metropolitan area (Council of Mayors).

The construction phase of the funding appropriation was also moved in the program to start in Federal Fiscal Year 2024. Therefore, preliminary and design engineering need to start as soon as possible to meet the 2024 deadline. A consultant will need to be utilized for the preliminary and design engineering as the project must follow federal guidelines.

Consultant Selection Process

The Public Works Department followed the City's Purchasing Policy to solicit proposals from consulting engineering firms for preliminary and design engineering services for this project. The City received proposals from three firms. The proposals were reviewed based on the consultants' qualifications, experience, proposed staff for this specific project and the proposed cost. The qualifications criteria considered during the review were:

- Firm Experience
- Staff Experience, specifically with IDOT District 1 projects
- Scope of Services
- Relevant IDOT District 1 Project Examples
- References

The following provides a summary of costs:

	√ **Fehr Graham and Associates LLC**	Gewalt Hamilton Associates	Ciorba Group Consulting Engineers
Preliminary Engineering	$131,413.00	$155,939.50	$157,953.38
Final Design Engineering	$129,547.00	$147,037.00	$169,580.00
Special Studies	$25,000.00	$25,000.00	$25,000.00
TOTAL	***$285,960.00***	***$327,976.50***	***$352,533.38***

Grant Submittal

The award from the CRRSAA funds does not cover the estimated construction cost of $2,016,107. Therefore, additional grant funds will be needed to reduce the City' share of the project. Staff is requesting City Council support to submit an application for the Surface Transportation Program call for projects. A resolution is required for the application. The following summarizes the costs.

	Total	CRRSAA (Awarded)	STP (Request)	Total Developer Contributions	City Share
Construction	$2,016,107	$278,568	$1,221,432	$155,442	$360,665

Recommendation:

This contract is being presented pursuant to the request for proposal process. Under such process, the contract is to be awarded to the vendor whose proposal "will be the most advantageous to the City". City staff has reviewed the proposals received, and determined that the recommended consultant meets the requirements for the project and therefore will be the most well-suited for the project.

Based on the proposals received and the experience and qualifications noted, it is the recommendation of Public Works staff to select Fehr Graham and Associates to provide preliminary and design engineering services for the Three Oaks Road at Lutter Drive/Sands Road intersection improvement project. Staff has satisfactorily worked with Fehr Graham and Associates in the past and they have a good reputation within the industry.

The City will utilize $315,000 MFT funds for this portion of the project. The Illinois Department of Transportation (IDOT) administers MFT funds and therefore the City must follow IDOT procedures and requirements. IDOT requires a separate resolution to allocate MFT funds.

Any MFT funds that are obligated through IDOT and not spent will be returned to the City's unobligated balance once the project is complete.

Funds for this improvement were not budgeted in FY2021/2022 as staff did not anticipate receiving the awarded grant funds and moving the construction date. However, MFT funding for the design engineering services for the Various Pedestrian Connections to the Prairie Trail will not be utilized in FY2021/2022 as staff has been able to keep the project moving forward without a consultant. The MFT funds budgeted for the Various Pedestrian Connections to the Prairie Trail project will cover the initial work for the Three Oaks Road at Lutter Drive/Sands Road intersection improvement project. The remaining work will be proposed in the FY 2022/2023 budget. The City has sufficient reserves in its MFT Fund for this expenditure.

Votes Required to Pass:

Simple Majority

RESOLUTION

WHEREAS, the CITY OF CRYSTAL LAKE has identified the need to improve the intersection of Three Oaks Road at Lutter Drive/Sands Road with auxiliary lanes and a traffic signal; and

WHEREAS in order to ensure the project is designed and constructed in accordance with federal requirements, consulting engineering services for preliminary and design engineering are required to augment staff resources; and

WHEREAS the CITY OF CRYSTAL LAKE received proposals for Preliminary and Design Engineering Services for the Three Oaks Road at Lutter Drive/Sands Road Improvement Project on December 20, 2021; and

WHEREAS the most qualified, responsible, and responsive proposer was Fehr Graham and Associations of Rockford, Illinois;

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the foregoing recitals are repeated and incorporated as though fully set forth herein; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute and agreement and between the CITY OF CRYSTAL LAKE and Ferhr Graham and Associates for Preliminary and Design Engineering Services associated with the Three Oaks Road at Lutter Drive/Sands Road Improvement Project in the amount of $285,960; and

BE IT FURTHER RESOLVED that the City Manager is authorized to approve change orders for up to 10 percent of the agreement amount, and execute warranted contract completion date change orders.

DATED this 18th day of January, 2022.

Draft

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: January 18, 2022
APPROVED: January 18, 2022

Draft

RESOLUTION

WHEREAS, the CITY OF CRYSTAL LAKE has identified the need to improve the intersection of Three Oaks Road at Lutter Drive/Sands Road; and

WHEREAS, the McHenry County Council of Mayors is soliciting applications for Surface Transportation Program Grant funds;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, ILLINOIS, that the foregoing recitals are repeated and incorporated as though fully set forth herein; and:

BE IT FURTHER RESOLVED that the Mayor and City Council support the Three Oaks Road at Lutter Drive/Sands Road Improvement Project and support the City's application for Surface Transportation Program Grant funding; and

BE IT FURTHER RESOLVED that the City will secure and provide the necessary local match required for the project should it be funded with Surface Transportation Program Grant funds; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute any required documents associated with the grant application process.

DATED this 18th day of January 2022.

Draft

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

PASSED: January 18, 2022
APPROVED: January 18, 2022

Draft

Illinois Department of Transportation

Resolution for Improvement Under the Illinois Highway Code

Is this project a bondable capital improvement?
☐ Yes ☐ No

Resolution Type	Resolution Number	Section Number
Original		22-00134-00-TL

BE IT RESOLVED, by the Council (Governing Body Type) of the City (Local Public Agency Type)

of Crystal Lake (Name of Local Public Agency) Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract (Contract or Day Labor).

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
Three Oaks Road		FAU4051	at Lutter Dr/Sands Rd	

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Intersection improvement with new traffic signal and channelization along with pedestrian accomodations

2. That there is hereby appropriated the sum of Three Hundred Fifteen Thousand Dollars ($315,000.00) for the improvement of said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Nick Kachiroubas (Name of Clerk) City (Local Public Agency Type) Clerk in and for said City (Local Public Agency Type)

of Crystal Lake (Name of Local Public Agency) in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Council (Governing Body Type) of Crystal Lake (Name of Local Public Agency) at a meeting held on January 18, 2022 (Date).

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 18 (Day) day of January, 2022 (Month, Year).

(SEAL)

Clerk Signature | Date

Approved

Regional Engineer
Department of Transportation | Date

Draft

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: January 18, 2022

Item: Approval of an Agreement between Aqua Illinois and the City of Crystal Lake for a temporary emergency water connection

Staff Recommendation: Motion to adopt a Resolution authorizing the Mayor to execute an Agreement between the City of Crystal Lake and Aqua Illinois for the purpose of allowing a temporary, emergency water connection between the City of Crystal Lake's water system and the water system serving the Manor neighborhood in unincorporated Algonquin Township.

Staff Contact: Michael Magnuson, Director of Public Works and Engineering

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Background:
Aqua Illinois, a private water utility company, serves the Manor neighborhood in unincorporated Algonquin Township. This neighborhood is adjacent to the City limits and near our potable water system. Aqua Illinois has approached the City with a request for a temporary emergency water connection from the City's water system to their system to supplement their supply of water and maintain adequate pressure in the system. Aqua Illinois drilled a new well in October 2021 and is waiting on delivery of equipment to complete their project.

The City has prepared an agreement, reviewed by the City's special legal counsel, detailing the requirements of the temporary emergency connection. Aqua Illinois will be responsible for obtaining any and all required approvals from the Illinois Environmental Protection Agency (IEPA) in addition to City approvals. The City will charge Aqua Illinois in accordance with the City Code (temporary hydrant rate) and will monitor the connection. The temporary connection must be removed by April 1, 2022 unless approved by the City. The City has adequate capacity to provide this temporary emergency connection.

Votes Required to Pass:
Simple majority.

RESOLUTION

WHEREAS, the area known as the MANOR neighborhood is directly adjacent to the corporate boundaries of the CITY; and

WHEREAS, AQUA ILLINOIS, an Illinois for profit corporation, owns, operates, and maintains a water system under the authority and regulations of the Illinois Environmental Protection Agency (the "IEPA") and the Illinois Commerce Commission and which provides potable water for the residents of the MANOR (MANOR WATER SYSTEM); and

WHEREAS, the CITY owns, operates, and maintains a municipal water system for the benefit and enjoyment of its residents; and

WHEREAS, the MANOR WATER SYSTEM supply requires a temporary supplement of water from time to time to meet the MANOR WATER SYSTEM demands; and

WHEREAS, the CITY desires to assist AQUA ILLINOIS and the residents of the MANOR by allowing the construction, maintenance, and operation of a temporary CONNECTION;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, ILLINOIS, that the foregoing recitals are repeated and incorporated as though fully set forth herein; and:

BE IT FURTHER RESOLVED that the Mayor is authorized to execute an Agreement between the City of Crystal Lake and Aqua Illinois for a temporary emergency water connection.

Draft

DATED this 18th day of January 2022.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

PASSED: January 18, 2022
APPROVED: January 18, 2022

Draft