CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
November 15, 2022
7:00 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes – November 1, 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. **City Manager Appointment**
   b. **12419 Hensel Road, Huntley, IL – County Zoning Request**
   c. **Resolution Approving 2023 City Council Meeting Schedule**

10. **721 Country Club Road, Crystal Lake Country Club – Special Use Permit for a Golf Course and Country Club and expansion to the site for a pool deck and cabana, bathroom building, and addition to allow golf cart storage**

11. **540 E. Terra Cotta Avenue, Shops at Terra Cotta – Papa Savario's – Final Planned Unit Development Amendment to allow changes to the exterior elevations and site plan for an addition to the building**

12. **269 Liberty Road – Special Use Permit for a Wireless Communication Tower and Variations from Article 2-400 to allow the Monopine style tower and for the tower to be setback less than 110% of the height of the tower from the west, east and south property lines**

13. **Approval of change order providing additional compensation and time extension for TIF consulting services for Teska Associates**

14. **Bid Award – Liquid De-Icing Chemicals**

15. **Board and Commission Appointment – Historic Preservation Commission**

16. Proposal Award – McGrath Consulting Group, Inc.

17. Public Works and Engineering 2023-24 Capital Improvement Plan Presentation – Discussion Only

18. Council Inquiries and Requests

19. 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

20. Reconvene to Regular Session

21. 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: November 15, 2022

Item: City Manager Appointment

Mayor's Recommendation: Motion to appoint Eric T. Helm as the City Manager, approve the attached City Manager Employment Agreement and authorize the Mayor to sign the Employment Agreement on behalf of the City Council and the City Clerk to attest

Contact: Haig Haleblian, Mayor

Background:

Gary Mayerhofer retired on September 2, 2022 and Eric Helm, Deputy City Manager, was appointed as the Interim City Manager by the City Council at the September 6, 2022 City Council meeting.

Mr. Helm has been employed by the City for 22 years and has served as the Deputy City Manager for the last 12 years.

Should the Council have any questions, please contact Mayor Haig Haleblian.

Votes Required to Pass:
Simple majority

Agenda Item No: 9b

City Council
Agenda Supplement

Meeting Date: November 15, 2022

Item: COUNTY ZONING REQUEST
12419 Hensel Road

Village of Huntley

Recommendation: City Council's discretion.

a) Motion to object to the proposed Variation to allow an Ancillary Dwelling Unit to be a maximum of 1,100 square feet instead of the maximum 900 square feet allowed, directing staff to proceed with an objection to the County Hearing Officer
b) No action

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

Background:

- As is customary with County Zoning requests within the City's mile and a half planning jurisdiction, the City received notice of this request.
- The subject property in question is zoned "E-2" Estate District and consists of approximately 2 acres. Currently, the subject property contains a single-family residence with a one-story accessory building.
- The subject property is surrounded by County zoning district "E-1" Estate District zoning to the North, "A-1" Agriculture District to the South and West, and "E-2" Estate District to the East.

Request:

- The petitioner is requesting a Variation to allow an Ancillary Dwelling Unit to be a maximum of 1,100 square feet instead of the maximum 900 square feet allowed.
- The existing accessory building was remodeled prior to 2005. It contains approximately 1,100 square feet of finished office space with a full bath, kitchen and three separate rooms.
- The petitioner would like to remodel and convert the building into a two bedroom, two bathroom habitable space. The existing structure is not changing in size. There will be no significant changes to the exterior with the exception of new windows.
- McHenry County's Unified Development Ordinance allows for ancillary dwelling units provided they are a maximum of two bedrooms and 900 square feet or less. Only one ancillary dwelling unit

is allowed per property. The County does not regulate whether the unit is rented out or occupied by family, friends, etc.

- The property is not within the Crystal Lake Watershed, and staff does not have any concerns with this request.

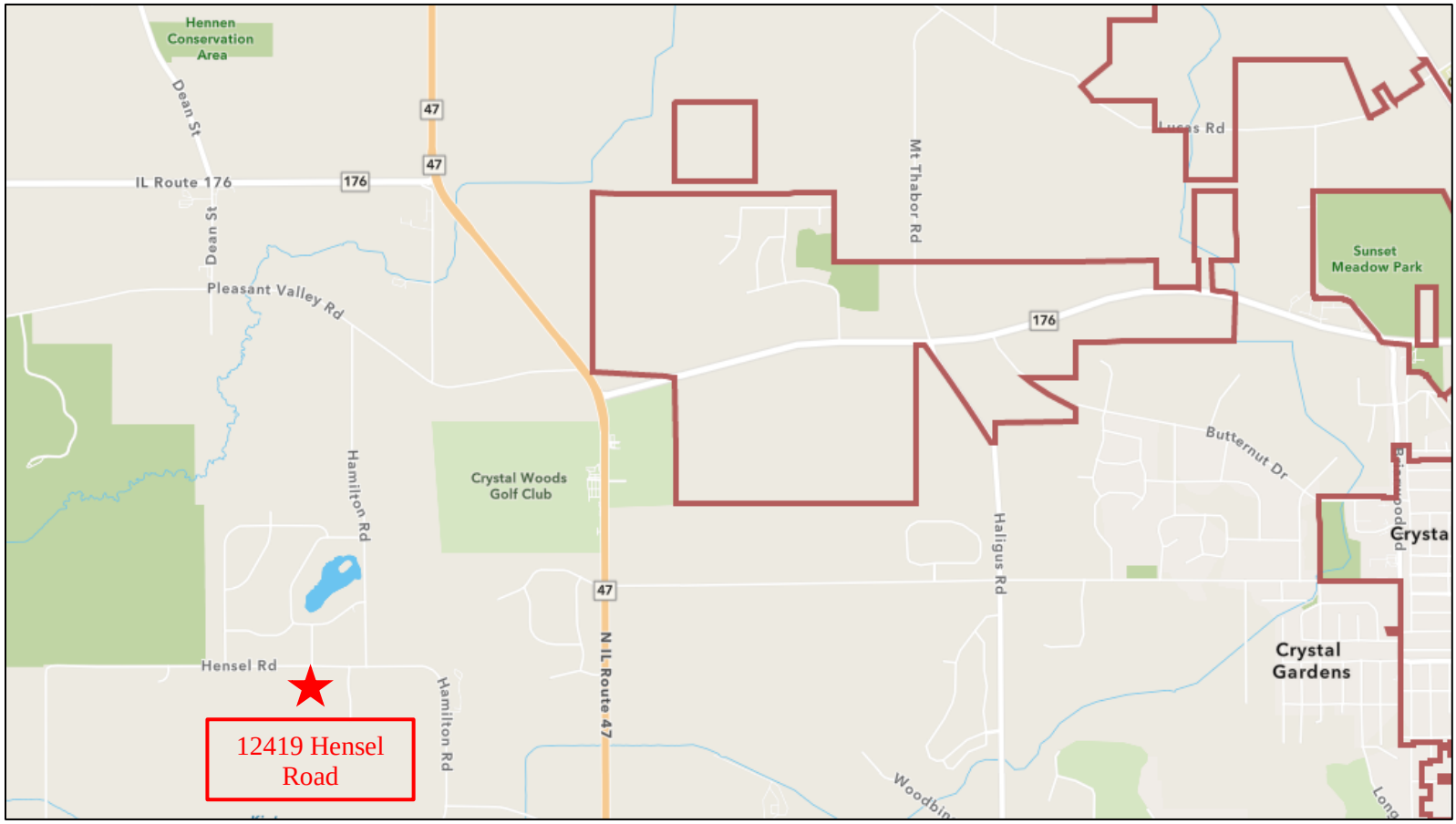
Votes Required to Pass: A simple majority.

PIQ Map

12419 Hensel Road, Huntley, IL

Grafton Township

Approximately 1.23 miles outside of City Limits



Grafton Township **Hearing Date: November 22, 2022**

PLAN REVIEW REPORT

VARIATION REQUEST APPLICATION #2022-044

Applicant: Daniel Gilman (Dawn Gilman, Owner of Record)

Request: ***Variation*** within the ***E-2V Estate District*** to allow for an Ancillary Dwelling Unit to be a maximum of eleven hundred (1,100) square feet instead of the maximum nine hundred (900) square feet allowed. *(McHenry County Unified Development Ordinance §16.56.030.O.12)*

Location: The subject property consists of approximately 2.01 acres and is located on the south side of Hensel Road, at its intersection with Cote Drive.
Common address: 12419 Hensel Road, Huntley, Illinois, in Grafton Township.
PIN: 18-05-401-007

Current Land Use: The property is designated ***Single-Family Residential*** on the Current Land Use map.

Adjacent Land Use: North: *Single-Family Residential* East: *Single-Family Residential*
South: *Single-Family Residential* West: *Single-Family Residential and Agriculture*

Current Zoning: The property is currently zoned ***E-2V Estate with a Variation for a reduction in road frontage (on adjacent PIN).***

Adjacent Zoning: North: *E-1 Estate* East: *E-2V Estate*
South: *E-2V Estate* West: *A-1 Agriculture*

2030 Plan: The property is designated ***Agricultural*** on the *McHenry County Land Use Plan Map.*

Municipal Plans Crystal Lake: No Designation Lakewood: No Designation
Huntley: Single-Family Estate (1+ acres)

Improvements: The subject property contains a two-story brick and frame residence, frame shed, 1-story frame garage/office, acres of concrete, and an asphalt driveway, according to the Plat of Survey.

Natural Resources: No wetlands are found on the subject property. Due to the size of the parcel, impact to natural resources from the proposed use is minimal, according to Natural Resources Inventory (NRI) Letter L22-060-4451.

Flood Hazard Areas: No floodplain was found on the site.

Flood-of-Record: No Flood of Record was found on the site.

SARA: The site IS NOT located in a zone with elevated aquifer contamination potential, according to the McHenry County Sensitive Aquifer Recharge Area (SARA) map.

Comments/ Conclusion:

- No zoning violations are currently open on the subject property.
- The residence on the property was constructed around 1930, according to the Grafton Township Assessor.
- Permit #K-3498 is currently pending for an ancillary dwelling unit on the subject property.
- The applicant should be aware that under **Section 16.20.020 (F)** of the ***McHenry County Unified Development Ordinance***, several standards are cited, all of which must be met in order for a Variation to be granted. These standards include hardship in relation to the site conditions, that the request is unique to the property, that the purpose of the request is not based on any monetary gain, that the petitioners did not cause or create the hardship, that the request is not detrimental to the public welfare and safety, that the request will not impair adequate light and air to adjacent property, or increase congestion in the public streets, or increase danger of fire, and that the request not confer any special privilege to the applicant that is denied to others of the same zoning district.
- An Illinois Department of Natural Resources (IDNR) report was not required for this project.
- Historical records of the property indicate the structure in question has existed for over 50 years. The applicant does not plan to increase the area of the structure, but rather convert its use from an office/garage to an ancillary dwelling unit. Staff has no objections and recommends approval of the request.

Aerial Photo

12419 Hensel Road, Huntley, Illinois

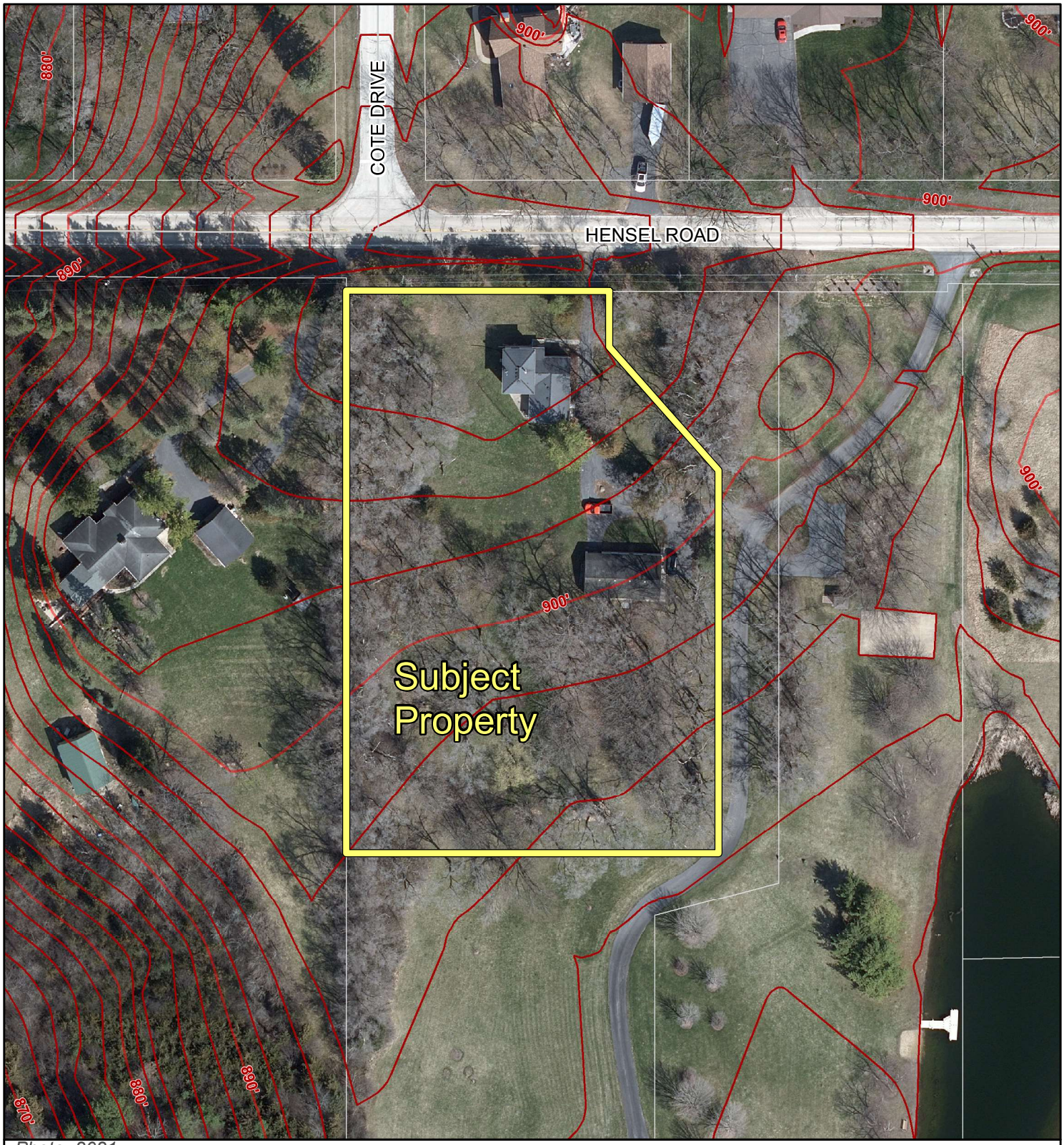


Photo: 2021

Any parcel lines depicted on the aerial photograph are for general reference only. Please refer to the plat of survey for the location of lot or parcel lines.

Elevation (feet above sea level)

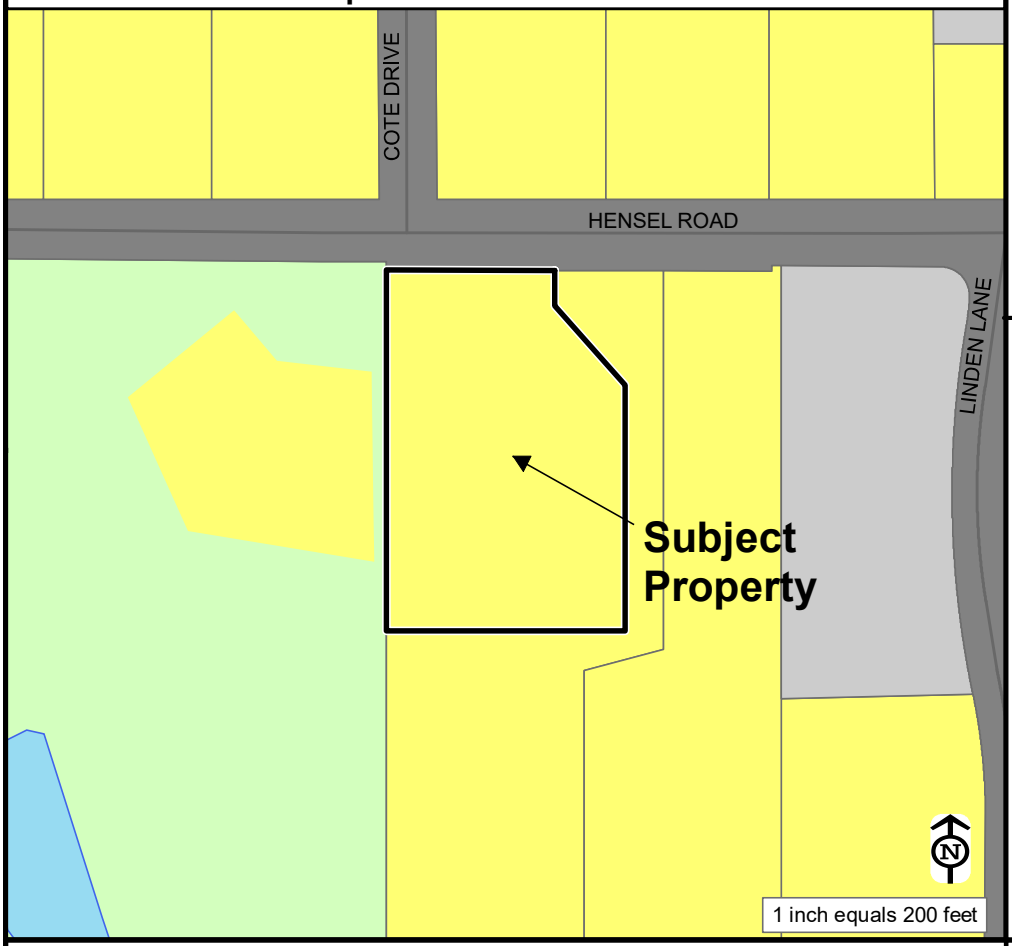
- 10-foot contours
- 2-foot contours

0 50 100 200

Feet

Prepared by the McHenry County Department of Planning and Development

Current Land Use Map



Current Land Use

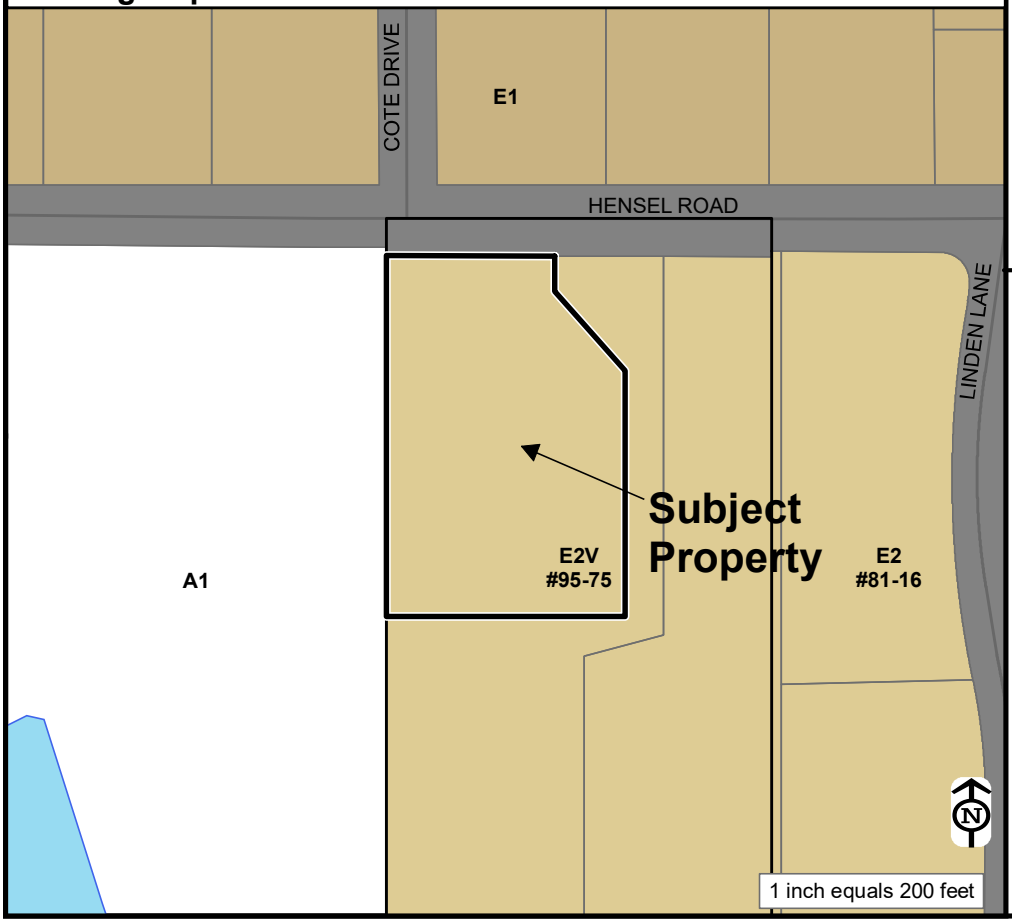
Single-Family Residential

Land Use Adjacent to the PIQ

North:	*Single-Family Residential*
South:	*Single-Family Residential*
East:	*Single-Family Residential*
West:	*Agriculture and Single-Family Residential*

- Agriculture
- MCCD Agriculture
- Single-Family Residential
- Multi-Family Residential
- Open Space
- Golf Course
- Commercial
- Office
- Industrial
- Mixed Use
- Earth Extraction
- Vacant
- Government / Institutional
- Transportation, Communication, Utilities
- Under Review

Zoning Map



Current Zoning

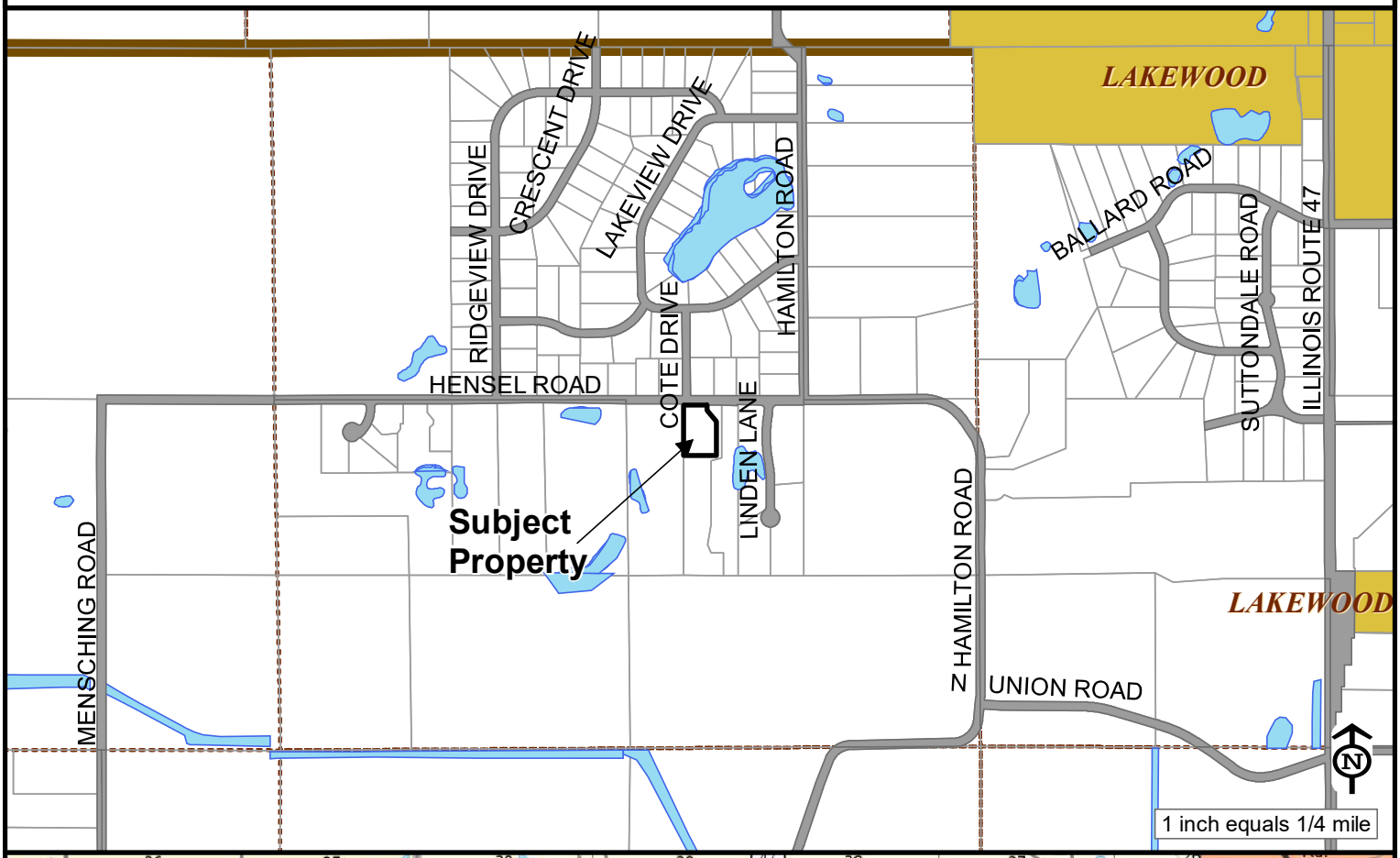
E-2V Estate District

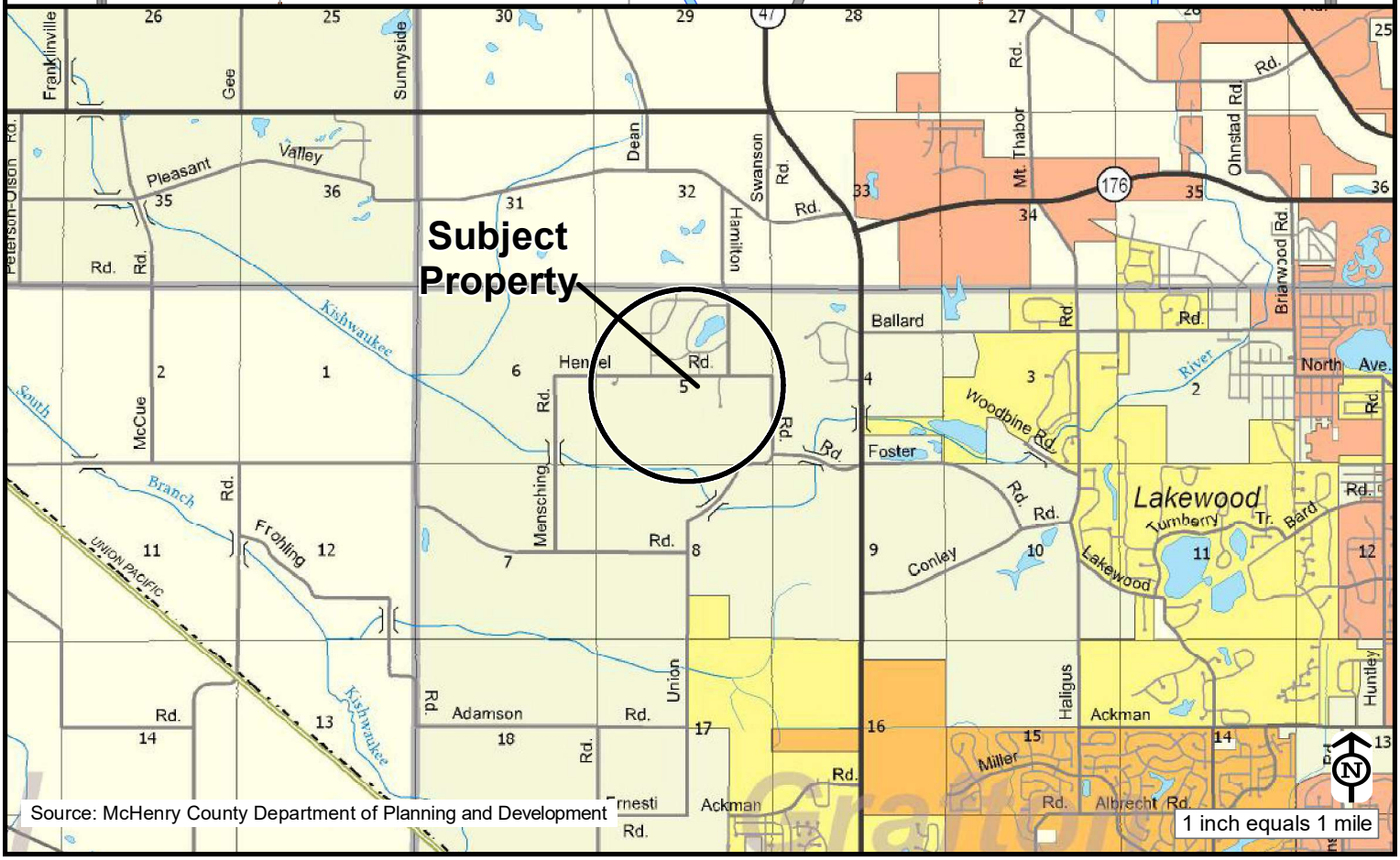
Adjacent Zoning

North:	E-1 Estate District
South:	E-2V Estate District
East:	E-2V Estate District
West:	A-1 Agriculture District

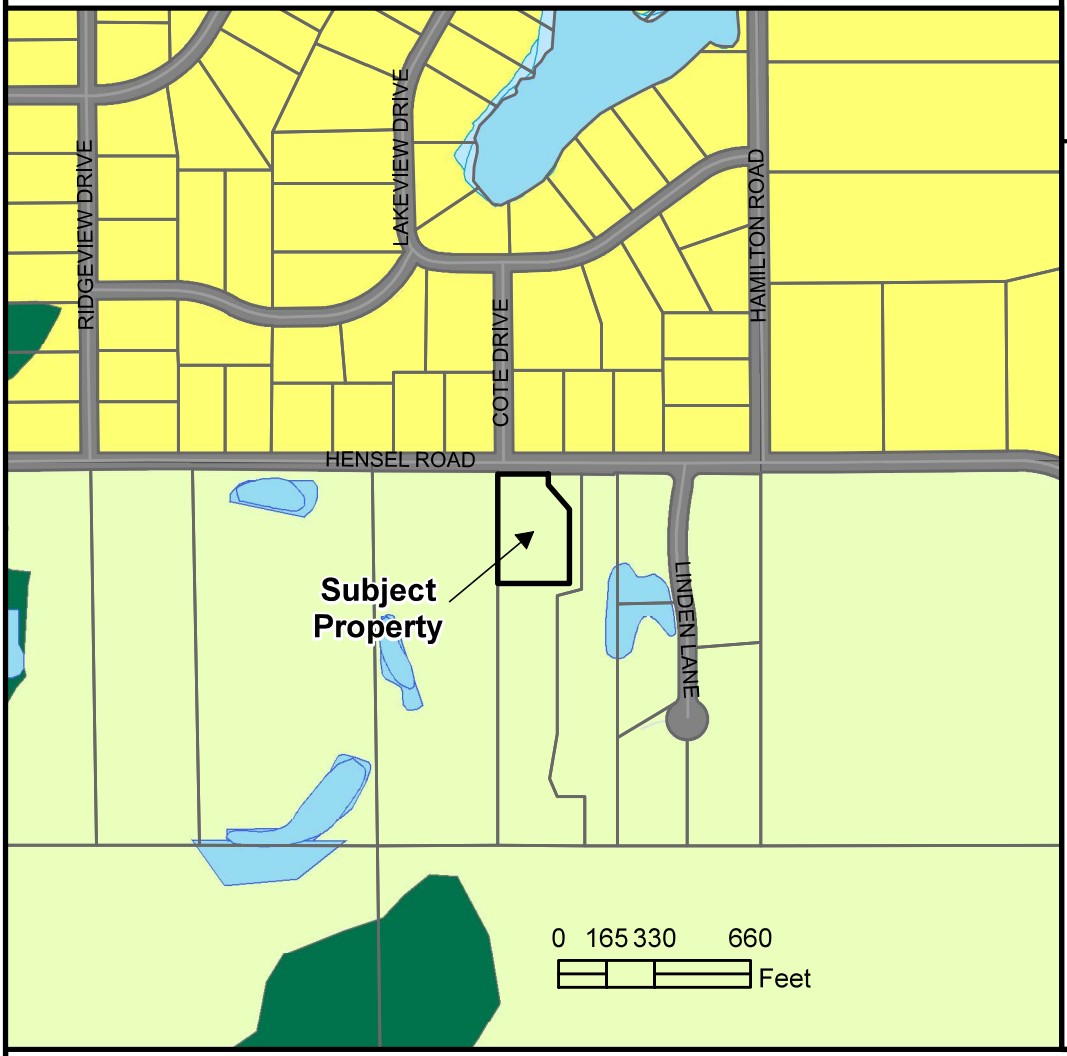
- A-1 Agriculture
- A-2 Agriculture
- E-5 Estate
- E-3 Estate
- E-2 Estate
- E-1 Estate
- R-1 Single-Family Residential
- R-2 Two-Family Residential
- R-3 Multiple-Family Residential
- B-1 Neighborhood Business
- B-2 Liquour Business
- B-3 General Business
- O Office / Research
- I-1 Light Industrial
- I-2 Heavy Industrial
- PD Planned Development
- C Conditional Use
- V Variation
- Incorporated

Location Map | **12419 Hensel Road, Huntley, Illinois** | **Grafton Township**





McHenry County 2030 Comprehensive Plan Future Land Use Map



Future Land Use Map Designation

Agricultural

- Agricultural
- Open Space
- Environmentally Sensitive Area
- Estate
- Isolated Estate
- Residential
- Isolated Residential
- Retail
- Mixed Use
- Office, Research, Industrial
- Gov't, Institutional, Utilities
- TOD Existing Rail Station
- TOD Future Rail Station
- Active Earth Extraction Site
- Municipality

Scale: 1 inch = 1/8 mile

Municipal/Township Plan Designations

Grafton Township: Agriculture

Crystal Lake: No Designation Huntley: Single-Family Estate (1+ acres) Lakewood: No Designation

McHenry County 2030 Comprehensive Plan — Text Analysis

Land Use

AGRICULTURAL – represents existing agricultural acres, including cropland, pastureland, farm yards, and farmsteads, that should remain in agricultural use through the 2030 planning horizon. Development in the Agricultural District should be strictly limited to agriculture, agricultural residences, and agricultural support uses. (p. 134)

Sensitive Aquifer Recharge Areas

The site is not located in a zone with elevated contamination potential.

Sensitive Aquifer Recharge Areas (SARA)



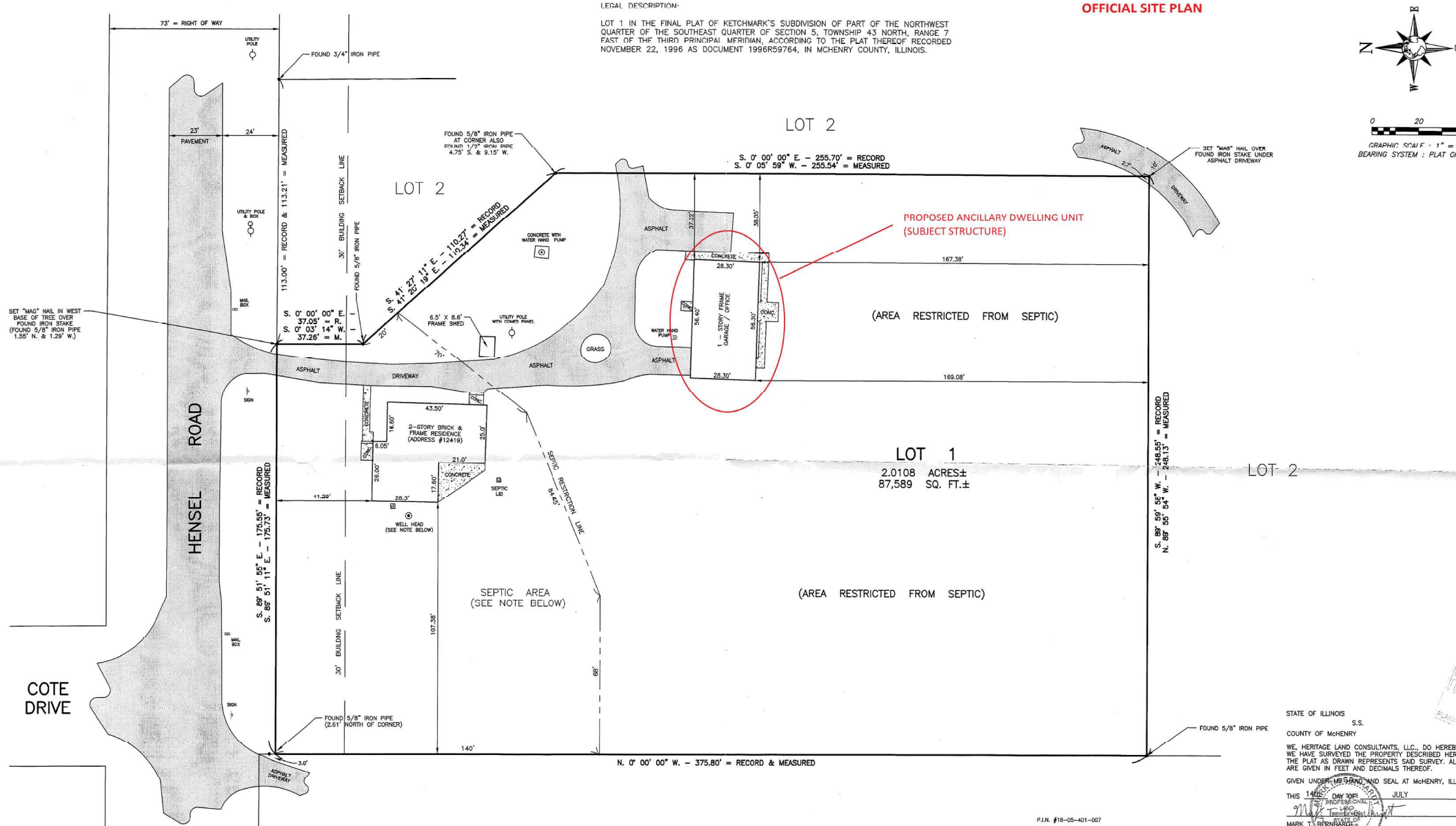
Sensitive Recharge Area

PLAT OF SURVEY

OFFICIAL SITE PLAN

LEGAL DESCRIPTION:

LOT 1 IN THE FINAL PLAT OF KETCHMARK'S SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 5, TOWNSHIP 43 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 22, 1996 AS DOCUMENT 1996R59764, IN MCHENRY COUNTY, ILLINOIS.



P.I.N. #18-05-401-007

INDICATES IRON STAKE (UNLESS NOTED OTHERWISE)

ABBREVIATIONS

C.	DISTANCE ON RECORDED PLAT OF SUBDIVISION
AS.	DISTANCE ON RECORDED PLAT OF SUBDIVISION MEASURED OR CALCULATED DISTANCE
	MEASURED OR CALCULATED DISTANCE
	RADIUS
	ARC LENGTH
	CHORD LENGTH
	CONCRETE
=	POINT OF BEGINNING
=	POINT OF COMMENCEMENT

LOT 1 – WATER WELL RESTRICTION:

USE OF THE EXISTING WELL ON LOT 1 IS PERMITTED AS LONG AS THE CURRENT RESIDENTIAL STRUCTURE CONTINUES IN ITS CURRENT USE. ANY ACTIVITY REQUIRING MODIFICATION TO OR REPLACEMENT OF THE SEPTIC SYSTEM INCLUDING DEMOLITION, MOVING, REMODELING OR REPLACING OF THE RESIDENCE WILL REQUIRE SEALING OF THE EXISTING WELL AND INSTALLATION OF A NEW WELL SO AS TO PROVIDE A WELL AND PRIVATE SEWAGE DISPOSAL SYSTEM IN COMPLIANCE WITH THE McHENRY COUNTY PUBLIC HEALTH ORDINANCE.

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS OF PRACTICE APPLICABLE TO BOUNDARY SURVEYS.

THIS PLAT OF SURVEY HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE POLICY.

SURVEYS ARE BASED UPON THE RECORDED SUBDIVISION PLAT IN CASES OF REGULAR SUBDIVISION LOTS. SURVEYS OF PROPERTIES NOT A PART OF A REGULAR SUBDIVISION ARE BASED UPON TITLE INFORMATION PROVIDED BY THE PARTY REQUESTING THE SURVEY. PLATS OF SURVEY REFLECT INFORMATION DISCOVERED BY THE SURVEYOR IN THE NORMAL COURSE OF WORK AND DOES NOT NECESSARILY SHOW EVERY POSSIBLE CONDITION AFFECTING THE PROPERTY AS MONUMENTED, EASEMENTS, SERVITUDE, BUILDING ORDINANCES, ZONING, AND OTHER ENCUMBRANCE THAT MAY EXIST. CONSULT A TITLE ATTORNEY IF YOU WISH TO PROVIDE ALL THE LEGAL ENCUMBRANCES THAT MAY BE ATTACHED TO ANY PROPERTY.

REFER TO DEED OR GUARANTEE POLICY AND LOCAL ORDINANCES FOR BUILDING LINES AND EASEMENTS NOT SHOWN HEREON. COMPARE YOUR DESCRIPTION AND POINTS WITH THIS PLAT AND AT ONCE REPORT ANY APPARENT DIFFERENCE TO THE SURVEYOR.

BUILDING TIE DIMENSIONS SHALL NOT BE USED TO DETERMINE LOT LINE LOCATIONS.

HLC SURVEYING IS A SERIES OF HERITAGE LAND CONSULTANTS, LLC, AN ILLINOIS LIMITED LIABILITY COMPANY.

ILLINOIS PROFESSIONAL LAND SURVEY AND PROFESSIONAL ENGINEERING DESIGN FIRM CORPORATION LICENSE NO. 184.004855 EXPIRES : 04/30/2023

STATE OF ILLINOIS
S.S.
COUNTY OF McHENRY

WE, HERITAGE LAND CONSULTANTS, LLC., DO HEREB
WE HAVE SURVEYED THE PROPERTY DESCRIBED HER
THE PLAT AS DRAWN REPRESENTS SAID SURVEY. AL
ARE GIVEN IN FEET AND DECIMALS THEREOF.

GIVEN UNDER MY HAND AND SEAL AT McHENRY, ILL

THIS 14TH DAY OF JULY

MARK T. BERNHARDT
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-30
LICENSE RENEWAL DATE : 11-30-2022

PLAT OF SURVEY

SCALE : 1" = 20'	REVISIONS
DATE : 7-14-2022	
DISK: 220711 FILE NM. 22160SUR	
DISK: 22160 PAC. NO. 22160P	
PREPARED FOR: CAMPION CURRAN LAW, P.C.	PROPERTY ADDRESS: 12419 HENSEL ROAD HUNTLEY, ILLINOIS
DRAWN BY: MTB	CHECKED BY: MWR
JOB NO. 2022-160 SUR	

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McHENRY-LAKE COUNTY
SOIL & WATER
CONSERVATION DISTRICT

1648 S. Eastwood Dr. Woodstock, Illinois 60098 (815) 338-0444 ext. 3 www.mchenryswcd.org

October 28, 2022

Daniel Gilman
12419 Hensel Road
Huntley, IL 60142

Re:	Parcel # 18-05-401-007
Common Location:	12419 Hensel Road, Huntley, IL 60142
NRI#	L22-060-4451
Zoning Change:	E2 to E2 Variance

Dear Mr. Gilman:

The McHenry-Lake County Soil and Water Conservation District has carefully reviewed your application for Natural Resource Information Report on the Dawn Gilman property as applied for in Report #L22-060-4451. Due to the size of the parcel, the SWCD finds that impact to natural resources from the proposed use is minimal for the purposes of the NRI report. A full Natural Resource Information Report will not be necessary.

No wetlands, hydric soils, or floodplains were found on the site from office maps. Our inventories are for informational and planning purposes only. Any proposed drainage work, in wet areas, requires a certified wetland delineation. If drainage work is to occur, please contact the Army Corps of Engineers and McHenry County Department of Planning & Development for permit information.

This letter fulfills your requirement to notify the SWCD of land use changes as per the Illinois Compiled State Statutes, Chapter 70, Par. 405/1 et seq. Illinois Revised Statutes, Ch. 5, Par 106 et seq. and the McHenry County Stormwater Ordinance. If you have any questions concerning this letter, feel free to call our office.

Sincerely,

Ryan Bieber

Ryan Bieber
Urban Conservation Specialist

cc. Kim Charlow, McHenry County Department of Planning and Development, KBScharlow@mchenrycountyil.gov

IN THE MATTER OF THE APPLICATION OF)
***Daniel Gilman,* APPLICANT,**)
FOR AN AMENDMENT OF THE UNIFIED DEVELOPMENT) LEGAL NOTICE OF PUBLIC HEARING
ORDINANCE OF McHENRY COUNTY, ILLINOIS FOR A) # 2022-044
VARIATION)
)

Notice is hereby given in compliance with the McHenry County Unified Development Ordinance, that a public hearing will be held before the **McHenry County Hearing Officer,** in connection with this Ordinance, which would result in a ***VARIATION*** for the following described real estate:

LOT 1 IN THE FINAL PLAT OF KETCHMARK'S SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 5, TOWNSHIP 43 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 22, 1996 AS DOCUMENT 1996R59764, IN MCHENRY COUNTY, ILLINOIS.

PIN # 18-05-401-007

The subject property is located on **the south side of Hensel Road at the intersection of Cote Drive and Hensel Road*, with a common address of 12419 Hensel Rd, Huntley, Illinois, in Grafton Township.***

The subject property is presently zoned ***"E2V" Estate Zoning District with a variation*** and consists of approximately 2.01 **acres** with ***"A-1" zoning to the West, "E1" zoning to the North, and "E2V" zoning to the East and South***.

The Applicant is requesting **a VARIATION *of the subject property to allow for an Ancillary Dwelling unit to be a maximum of 1,100 square feet instead of the maximum 900 square feet allowed.***

The Applicant presently resides at ***12419 Hensel Rd, Huntley, IL 60142.*** Dawn M. Gilman, Owner of Record, presently resides at ***12419 Hensel Rd, Huntley, IL 60142***.

A hearing on this Zoning Application will be held on the 22nd day of November, 2022 at 11:00 AM. in conference room #C at the McHenry County Government Center, Ware Rd. Administration Building, 2200 N. Seminary Avenue, Woodstock, Illinois at which time and place any person desiring to be heard may be present.

DATED THIS 24th DAY of October, 2022.

By: Michael McNerney, MCHO
McHenry County Hearing Officer
2200 N. Seminary Avenue
Woodstock, IL 60098

Live audio streams of all Zoning Board of Appeals hearings can be accessed at the following link: www.mchenrycountyil.gov/county-government/new-meeting-portal and choosing the "video" link for the specific meeting date.

Agenda Item No: 9c

City Council
Agenda Supplement

Meeting Date: November 15, 2022

Item: Resolution Approving 2023 City Council Meeting Schedule

Staff Recommendation: Adoption of the Resolution Approving 2023 City Council Meeting Schedule

Staff Contact: Eric T. Helm, Interim City Manager

Background:
This Resolution approves the 2023 schedule of City Council meetings. The Illinois Open Meetings Act requires the annual approval and publishing of the City Council meetings.

Votes Required to Pass:
Simple majority

Res.

The City of Crystal Lake Illinois

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that pursuant to the Illinois Open Meetings Act, 5 ILCS 120/2, which requires public notice of an annual meeting schedule, the City Council approves the attached 2023 Calendar of Regularly Scheduled Meetings and authorizes its publication.

DATED this 15th day of November, 2022.

Draft

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

Passed: November 15, 2022
Approved: November 15, 2022

CITY OF CRYSTAL LAKE 2023 CALENDAR OF REGULARLY SCHEDULED MEETINGS

The following schedule designates the place, time, and date of all regularly scheduled meetings of the City Council, Boards and Commissions. For further information, please call the City Manager's Office at (815) 459-2020.

CITY COUNCIL

Place: Aaron T. Shepley City Hall, City Council Chambers, 100 W. Woodstock Street
Date: 1st and 3rd Tuesday
Time: 7:00 p.m.

January 3, 17	**April 4, 18**	**July 4, 18**	**October 3, 17**
February 7, 21	**May 2, 16**	**August 1, 15**	**November 7, 21**
March 7, 21	**June 6, 20**	**September 5, 19**	**December 5, 19**

Workshop Meetings

Place: Aaron T. Shepley City Hall, City Council Chambers, 100 W. Woodstock Street
Date: 2nd and 4th Tuesday
Time: 7:00 p.m.

January 10, 24	**April 11, 25**	**July 11, 25**	**October 10, 24**
February 14, 28	**May 19, 23**	**August 8, 22**	**November 14, 28**
March 14, 28	**June 13, 27**	**September 12, 26**	**December 12, 26**

Agenda Item No: 10

City Council
Agenda Supplement

Meeting Date: November 15, 2022

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Crystal Lake Country Club

Request: Special Use Permit for a Golf Course and Country Club and expansion to the site for a pool deck and cabana, bathroom building, and addition to allow golf cart storage

Petitioner: Lisa Waggoner, attorney
721 Country Club Road

PZC Recommendation: To approve the Planning and Zoning Commission (PZC) recommendations and adopt an Ordinance granting the Special Use Permit for the Crystal Lake Country Club at 721 Country Club Road.

Staff Contact: Kathryn Cowlin, Director of Community Development
Elizabeth Maxwell, City Planner

Background:

- The Country Club predates the City's ordinance requirement for a Special Use Permit. Therefore, the request includes the Special Use Permit to bring the property into compliance with the current ordinance.
- This request is for the Special Use Permit, as well as allowing the expansion of the use for the increased pool deck and cabana, new bathroom building, and building addition for golf cart storage.
- The alterations to the facility meet all ordinance requirements including impervious coverage and setbacks.

PZC Highlights:

- The Commission was supportive of the request and said the County Club was a good neighbor and held great events.

- The PZC found that this request meets the Findings of Fact.

The PZC recommended **approval (4-0)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Weber [Trust Officer], received 09/15/22)
   B. Plans (Jacob & Hefner, dated 09/08/22, received 09/15/22)
   C. Topographic Survey (Jacob & Hefner, dated 07/21/22, received 09/15/22)

2. The petitioner shall address all of the review comments and requirements of Community Development Department.

Votes Required to Pass: A simple majority.

Acknowledgement Form

Regarding the Special Use Permit at 721 Country Club Road. 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).

☐ 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:

_____

_____

Petitioner's Name: CRYSTAL LAKE COUNTRY CLUB Date: 11.4.22

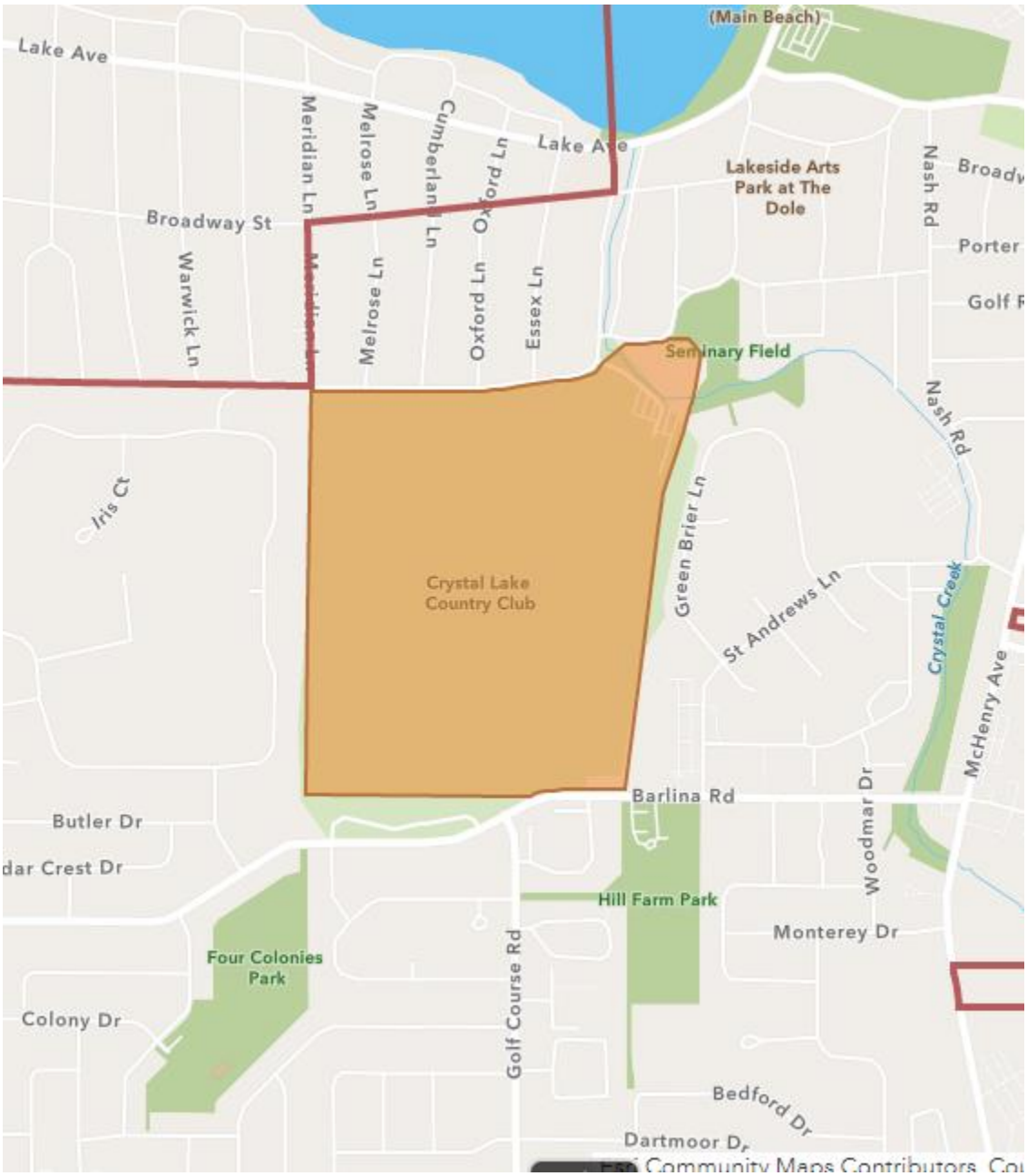
Signature

Recommended Conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Weber [Trust Officer], received 09/15/22)
   B. Plans (Jacob & Hefner, dated 09/08/22, received 09/15/22)
   C. Topographic Survey (Jacob & Hefner, dated 07/21/22, received 09/15/22)

2. The petitioner shall address all of the review comments and requirements of Community Development Department.

PIQ MAP
721 Country Club Road



Ord. No.
File No.

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A GOLF COURSE AND COUNTRY CLUB AND SITE EXPANSION AT 721 COUNTRY CLUB ROAD

WHEREAS, pursuant to the terms of a Petition (File #PLN-2022-212) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Special Use Permit for a Golf Course and Country Club and expansion to the site for a pool deck and cabana, bathroom building, and addition to allow golf cart storage for the Crystal Lake Country Club at 721 Country Club Road; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on October 17, 2022 in the Northwest Herald, held a public hearing at 7:00 p.m., on November 2, 2022, at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit; and

WHEREAS, on November 2, 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 Special Use Permit be approved, as documented in the minutes, and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Special Use Permit be issued as requested in said Petition.

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

Section I: That a Special Use Permit to allow the Golf Course and County Club, as well as expansion of that use for the Crystal Lake Country Club for the property commonly known as at 721 Country Club Road (19-06-380-004, 19-07-101-002), Crystal Lake, Illinois is hereby approved.

Section II: Said Special Use Permit Amendment is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Weber [Trust Officer], received 09/15/22)
   B. Plans (Jacob & Hefner, dated 09/08/22, received 09/15/22)

Draft

C. Topographic Survey (Jacob & Hefner, dated 07/21/22, received 09/15/22)

2. The petitioner shall address all of the review comments and requirements of Community Development Department.

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

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

DATED at Crystal Lake, Illinois, this 15th day of November, 2022.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

Passed: November 15, 2022
Approved: November 15, 2022

Draft

#2022-212
721 Country Club Road – Special Use Permit
Project Review for Planning and Zoning Commission

Meeting Date: November 2, 2022

Request: Special Use Permit for a Golf Course and Country Club and expansion to the site for a pool deck and cabana, bathroom building, and addition to allow golf cart storage.

Location: 721 Country Club Road

Acreage: Approximately 135 acres

Existing Zoning: RE Residential Estate

Surrounding Properties:

North:	R-1 Single Family Residential
South:	R-3B PUD Multi-Family Residential
East:	R-1 Single Family Residential and R-3B Multi-Family Residential
West:	R-1 PUD Single Family Residential

Staff Contact: Elizabeth Maxwell (815.356.3615)

Background:

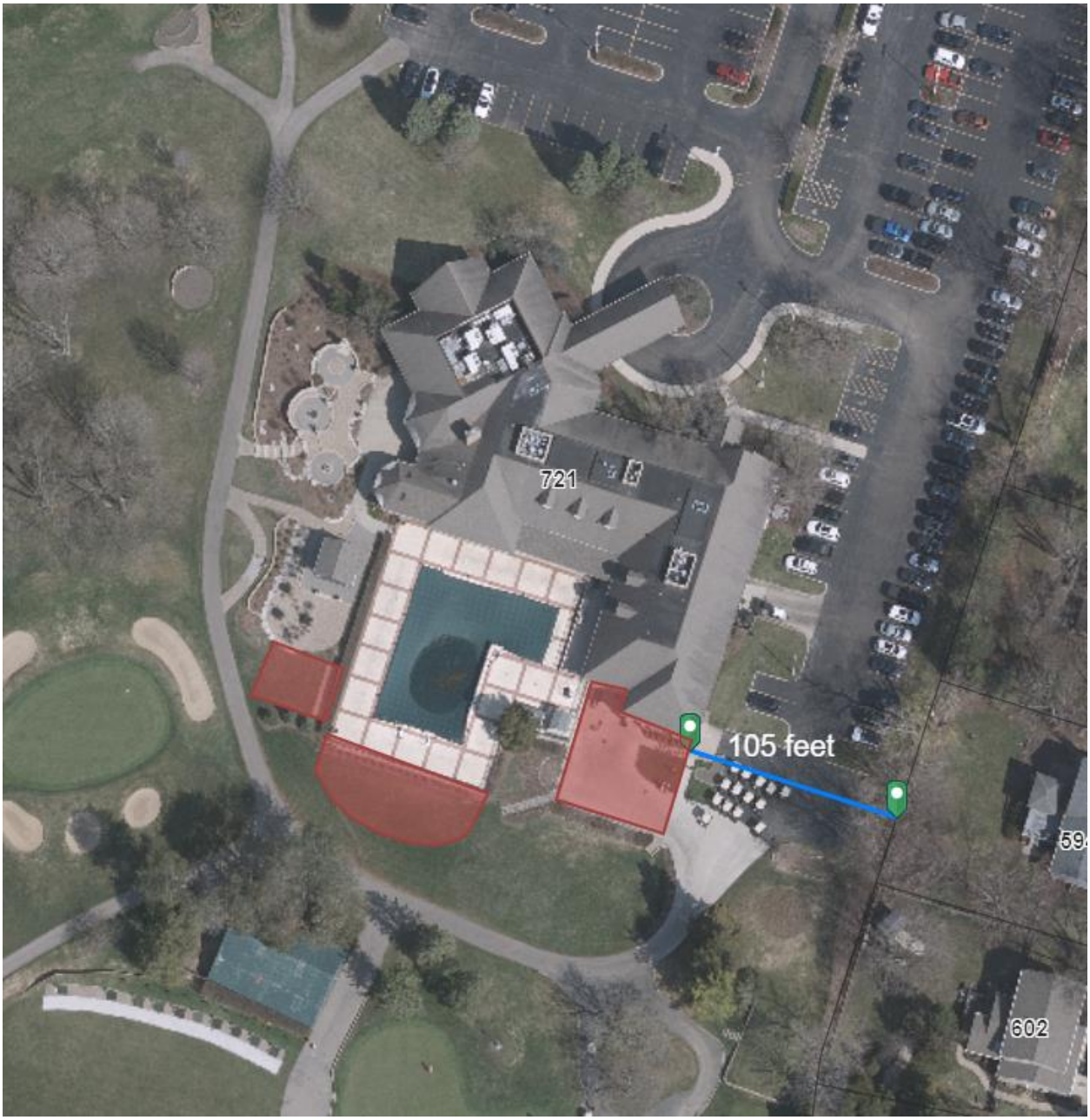
- The property is the Crystal Lake Country Club. The Country Club was established prior to the ordinances that required it to obtain a Special Use Permit. This request is for the Special Use Permit, as well as expansion to the use for increased pool deck and cabana, new bathroom building, and addition to the building for golf cart storage.
- The remainder of the property including the golf course is remaining the same.

Development Analysis:

General

- Request: A Special Use Permit for a Golf Course and Country Club and allowing the expansion of the use.
- Zoning: The site is zoned RE Residential Estate. The Special Use Permit allows the use in this zoning district.
- Land Use: The land use map shows the area as Parks & Open Space. This land use designation is appropriate for this use due to the large open space for the golf course.
- Site Plan: The image below shows the approximate location of the improvements.

- The new bathroom building will be to the west of the existing pool deck and feature additional restrooms and deck space for chairs.
- Expansion of the pool deck for additional seating will be on the south side of the pool.
- The main portion of the building is being extended south. This extension will be over the required 50 feet from the residences to the east.



Comprehensive Land Use Plan 2030 Vision Summary Review:

The Comprehensive Plan designates the subject property as Parks & Open Space, which allows for existing and future park and open space uses. The following goal is applicable to this request:

Land Use – Open Space

Goal: Preserve, protect, and enhance the City's open space and natural resources, through cooperative efforts with land owners, developers, and conservancy groups. .

Findings of Fact:

SPECIAL USE PERMIT

The petitioner has requested a Special Use Permit Amendment for a Golf Course and Country Club and expansion. Special Uses require a separate review because of their potential to impact surrounding properties and the orderly development of the City. Section 2-400 B of the Unified Development Ordinance establishes standard for all Special Uses in Crystal Lake. 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*

GOLF COURSES and COUNTRY CLUBS

Golf Courses and Country Clubs must comply with the following standards. The criteria are as follows:

1. Setbacks: All principal structures such as pools, bath houses, restaurants or clubhouses shall be set back at least 100 feet from the front property line and at least 50 feet from other property lines.

   ☒ *Meets* ☐ *Does not meet*

2. Lighting: All exterior lighting shall be designed to meet the requirements of Section 4-800, Exterior Lighting Standards.

   ☒ *Meets* ☐ *Does not meet*

3. Additional requirements: The City may impose restrictions upon access to the facility, storage of vehicles or materials on the premises, hours of operation and other such matters as they deem necessary to insure that there is no adverse impact on the enjoyment of the adjacent residential properties.

   ☒ *Meets* ☐ *Does not meet*

Recommended Conditions:

If a motion to recommend approval of the petitioner's request is made, it should be with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Weber [Trust Officer], received 09/15/22)
   B. Plans (Jacob & Hefner, dated 09/08/22, received 09/15/22)
   C. Topographic Survey (Jacob & Hefner, dated 07/21/22, received 09/15/22)

2. The petitioner shall address all of the review comments and requirements of Community Development Department.

This instrument is executed by Home State Bank/National Association, Crystal Lake, IL, not personally but solely as Trustee as aforesaid. All the covenants and conditions to be performed hereunder by Home State Bank/National Association are undertaken by it solely as Trustee as aforesaid and not individually and no personal liability shall be asserted or be enforceable against Home State Bank/National Association by reason of any of the covenants, statements, representations or warranties contained in this instrument.

City of Crystal Lake
Development Application
Ownership Sign-off Acknowledgement Form

The following information is related to a development application. As the owner of the property in question, I (we) acknowledge that the information provided in the submittal was reviewed and approved.

Owner Information

Name: Home State Bank NA Trust No. 4581

Address: 721 Country Club Road
Crystal Lake, IL 60014

Phone:

E-mail:

Project Name & Description: Application for a Special Use Permit to allow expansion of current improvements to include pool deck and cabanas, bathroom structure, and building addition with cart storage

Project Address/Location: 721 Country Club Road, Crystal Lake, IL

Signature

MARK C. WEBER
Vice President & Trust Officer

8/30/2022

Owner: Print and Sign name Date

NOTE: If the property is held in a 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.

HS BANK TRUST & WEALTH MANAGEMENT

CERTIFICATION OF TRUSTEE

I, Mark C. Weber Vice President & Trust Officer for Home State Bank/National Association, Crystal Lake, Illinois, do hereby certify that Home State Bank/NA is the trustee of the following trust:

Land Trust # 4581

and, as trustee, do further certify that the beneficial ownership of said trust as indicated by its records is as follows:

Beneficial Owner(s)

Crystal Lake Country Club

Collateral Assignee(s)

Home State Bank, N.A.

Home State Bank does not by this certification make any warranties, representations, or certifications as to the holdings of the trust, the state of title of any real property held therein, or any assignment of beneficial interest not acknowledged by it as trustee.

Home State Bank/NA as Trustee Under Trust# 4581

By _____
Mark C. Weber
Vice President & Trust Officer

Subscribed and sworn to before me
this 13thth day of September 2022.

_____
Notary Public

OFFICIAL SEAL
JILL HEFFRON
Notary Public, State of Illinois
My Commission Expires 12/29/2025

ofc : 815.459.2000 • fax : 815.477.5642 • 40 Grant St. • P.O. Box 1738 • Crystal Lake IL 60039-1738
www.homestateonline.com

CRYSTAL LAKE PLANNING AND ZONING COMMISSION
WEDNESDAY, NOVEMBER 2, 2022
HELD AT THE CRYSTAL LAKE CITY COUNCIL CHAMBERS

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

CALL TO ORDER

On roll call, members, Atkinson, Greenman, Gronow, and Repholz were present. Skluzacek and Teetsov were absent.

Elizabeth Maxwell, City Planner was 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.

2022-212 – 721 COUNTRY CLUB ROAD – SPECIAL USE PERMIT

Special Use Permit for the Crystal Lake Country Club for a golf course and country club and to allow expansion of the building and use.

Ms. Lisa Waggoner, attorney, Mr. Jay LeCoque, member of the Country Club's Board, and Mr. Sam Whitaker, Director of Field Operations were present to represent the petition.

Ms. Waggoner introduced the request and noted that the County Club predated the City's ordinance requirement for a country club to receive a Special Use Permit. This request will clean up the zoning by issuing the special use, as well as expansion of the building and uses to improve the property. The site is 132 acres and includes the country club, tennis courts, Crystal Creek, and the golf course. This is an amenity to the surrounding residents. The County Club tries to be a good neighbor.

Mr. LeCoque introduced himself and noted he is on the Strategic Planning Committee. They have over 400 members and over 100 employees. The site has not been updated in over 25 years so it is very dated. He talked about the building addition and the new restroom and bathhouse building.

Mr. Whitaker presented the details on the proposed improvements. The plans only illustrate some landscape, but they plan for the site to be well landscaped like the remainder of the property. He noted that where the improvements are located, they will not impact the neighbors.

Ms. Waggoner stated that they are meeting all the standards.

Mr. Greenman opened the public hearing. There being no one in the audience to speak, Mr. Greenman closed the public hearing.

Staff summarized the request highlighting the location of the proposed improvements.

Mr. Atkinson said these will be nice improvements. This will create more privacy to the pool.

Ms. Repholz said they are selling themselves short and should talk about how much they do for the community. They host lots of events and seem to be very good neighbors.

Mr. Gronow was excited to see how much planning went into this. He noted they met the Findings of Fact.

Mr. Greenman said he agreed and thought they were doing a great job. The Country Club is a gem for Crystal Lake.

Mr. Gronow made a motion to approve the Special Use Permit for the Country Club and Golf Course, with expansion to the building and use with the following recommendations:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Weber [Trust Officer], received 09/15/22)
   B. Plans (Jacob & Hefner, dated 09/08/22, received 09/15/22)
   C. Topographic Survey (Jacob & Hefner, dated 07/21/22, received 09/15/22)

2. The petitioner shall address all of the review comments and requirements of Community Development Department.

Mr. Atkinson seconded the motion. On voice vote members Atkinson, Gronow, Repholz, and Greenman voted aye. Motion passed.

SITE IMPROVEMENT PLANS

FOR

CRYSTAL LAKE COUNTRY CLUB EXPANSION

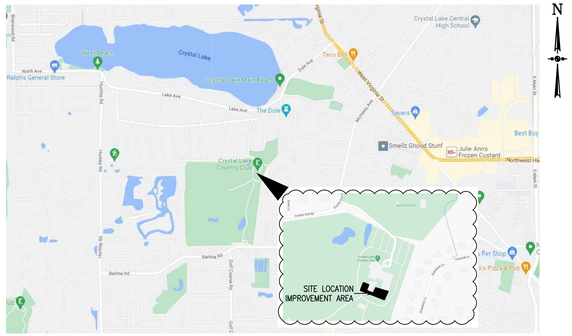
721 COUNTRY CLUB ROAD
CRYSTAL LAKE, ILLINOIS 60014
CRYSTAL LAKE COUNTRY CLUB

G624
CLCC EXPANSION
1 9/8/22

LEGEND

ABBREVIATION LEGEND	
ADA	AMERICANS WITH DISABILITIES ACT
B/	BOTTOM OF
BC	BACK OF CURB ELEVATION
C–C	CENTER TO CENTER SPACING
C&G	CURB AND GUTTER
CB	CATCH BASIN
DEP	DEPRESSED
DIP	DUCTILE IRON PIPE
DWS	DETECTABLE WARNING STRIP
EP	EDGE OF PAVEMENT ELEVATION
EX	EXISTING
FH	FIRE HYDRANT
FR	FUTURE
GR	GRADE RING ELEVATION
HC	HANDICAPPED
HWL	POND HIGH WATER LEVEL
I	UTILITY INVERT ELEVATION
MH	MANHOLE
NWL	POND NORMAL WATER LEVEL
PC	PRESSURE CONNECTION
PCC	PORTLAND CEMENT CONCRETE
PR	PROPOSED
PVC	POLYVINYL CHLORIDE PIPE
R	UTILITY STRUCTURE RIM ELEVATION
R&R	REMOVE AND REPLACE
RCP	REINFORCED CONCRETE PIPE
STM	STORM SEWER
T/	TOP OF
TC	TOP OF CURB ELEVATION
TDC	TOP OF DEPRESSED CURB ELEVATION
TF	TOP OF FOUNDATION ELEVATION
TW	TOP OF RETAINING WALL ELEVATION
VCP	VITRIFIED CLAY PIPE
VIF	VERIFY IN FIELD
Vv	VALVE VAULT
W/	WITH
WM or WTR	WATER MAIN

PROPOSED	DESCRIPTION	EXISTING
C	STORM SEWER	C
8W	WATER MAIN WITH SIZE	8W
S	SANITARY SEWER	S
	RIGHT-OF-WAY/PROPERTY LINE	
842	CONTOUR	701
805.25	SPOT GRADE	701.30
	SANITARY MANHOLE	
	STORM MANHOLE	
	STORM INLET	
	STORM CATCH BASIN	
	FIRE HYDRANT	
	PRESSURE CONNECTION	
	GATE VALVE W/VAULT	
	LIGHT POLE	
	STREET LIGHT W/MAST	
	UTILITY POLE	
XX	SILT FENCE	
	OVERFLOW DIRECTION	
	SURFACE/DITCH FLOW DIRECTION	
	ROAD SIGN	
	CURB & GUTTER	
	DEPRESSED CURB FOR RAMP/DRIVEWAY	
TF	TOP OF FOUNDATION	
GF	GARAGE FLOOR, AT REAR OF GARAGE	
TD	TOP OF CURB, DEPRESSED	
TW	TOP OF RETAINING WALL	
R=	RIM FOR STRUCTURES	
HWL/NWL	HIGH/NORMAL WATER LEVEL	
T	TRANSFORMER	
X	FENCE LINE	X
	GUARD RAIL	
	FORCE MAIN	
T	UNDERGROUND TELEPHONE	T
E	UNDERGROUND ELECTRIC	E
OHE	OVERHEAD ELECTRIC	OHE
G	UNDERGROUND GAS LINE	G



LOCATION MAP
NOT TO SCALE

DRAWING INDEX

Sheet Number	Sheet Title
C1.0	COVER SHEET
C2.0	GENERAL NOTES & SPECIFICATIONS
C2.1	CITY OF CRYSTAL LAKE STANDARD NOTES & SPECIFICATIONS
C3.0	EXISTING CONDITIONS & DEMOLITION PLAN
C4.0	DIMENSIONAL CONTROL & PAVING PLAN
C5.0	GRADING PLAN
C6.0	UTILITY PLAN
C7.0	EROSION CONTROL PLAN
C7.1	STORMWATER POLLUTION PREVENTION PLAN
C7.2	STORMWATER POLLUTION PREVENTION PLAN DETAILS
C8.0	DETAILS
C8.1	DETAILS

BASIS OF BEARINGS:

ILLINOIS STATE PLANE COORDINATES EAST ZONE NAD 83 (1201)

SITE BENCHMARKS:

SITE BM 1(JHA CP 2)= 897.18'
SITE BENCHMARK 1 IS A MAG NAIL SET IN ASPH. CART PATH SE OF POOL. NAIL IS +–3' SW OF THE POINT OF TRANSITION FROM CONC. POOL PATIO TO ASPH. CART PATH. NAIL IS +–0.80' SE OF THE NW EDGE OF PAVEMENT OF PATH.

SITE BM 2(JHA CP 1)=892.75'
SITE BENCHMARK 2 IS A CROSS CUT IN THE TOP OF CONCRETE CURB ON THE SOUTHEAST CORNER NOSE OF THE 1ST CURB BUMPOUT N. OF THE S. EDGE OF PARK LOT E. SIDE OF CLUBHOUSE. "X" IS +–45' SE OF THE SE BUILDING CORNER OF THE CLUBHOUSE.

SITE BM 3(JHA CP 7)=887.02'
SITE BENCHMARK 3 IS A CROSS CUT IN CONC. SIDEWALK RUNNING N–S ALONG W. SIDE OF TENNIS COURTS NEAR N. END OF PROPERTY. "X" IS +–47' N. OF THE S. END OF TENNIS COURTS. "X" IS 12' W. OF THE W. EDGE OF CONC. WALK. "X" IS +–21' NW. OF A LIGHT POLE JUST W. OF TENNIS COURTS.

No.	Description	Date
1	ISSUED FOR REVIEW	9/8/22

ENGINEER _____ DATE
MARK ZAPRZALKA
MZAPRZALKA@JACOBANDHEFNER.COM

ILLINOIS REGISTRATION NO. 062–055446
EXPIRES 11/30/2023
ENGINEER ONLY CERTIFIES SHEETS C1.0, C2.0 & C3.0–C8.1

THESE PLANS, OR ANY PART THEREOF, SHALL BE CONSIDERED VOID WITHOUT THE ORIGINAL SIGNATURE, IMPRESSED SEAL, EXPIRATION DATE OF SEAL OF THE ENGINEER AND MARKED "FOR CONSTRUCTION".

WARNING

CALL JULIE TOLL FREE 1-800-892-0123

CALL BEFORE YOU DIG

(48 HOURS NOTICE REQUIRED PRIOR TO DIGGING)

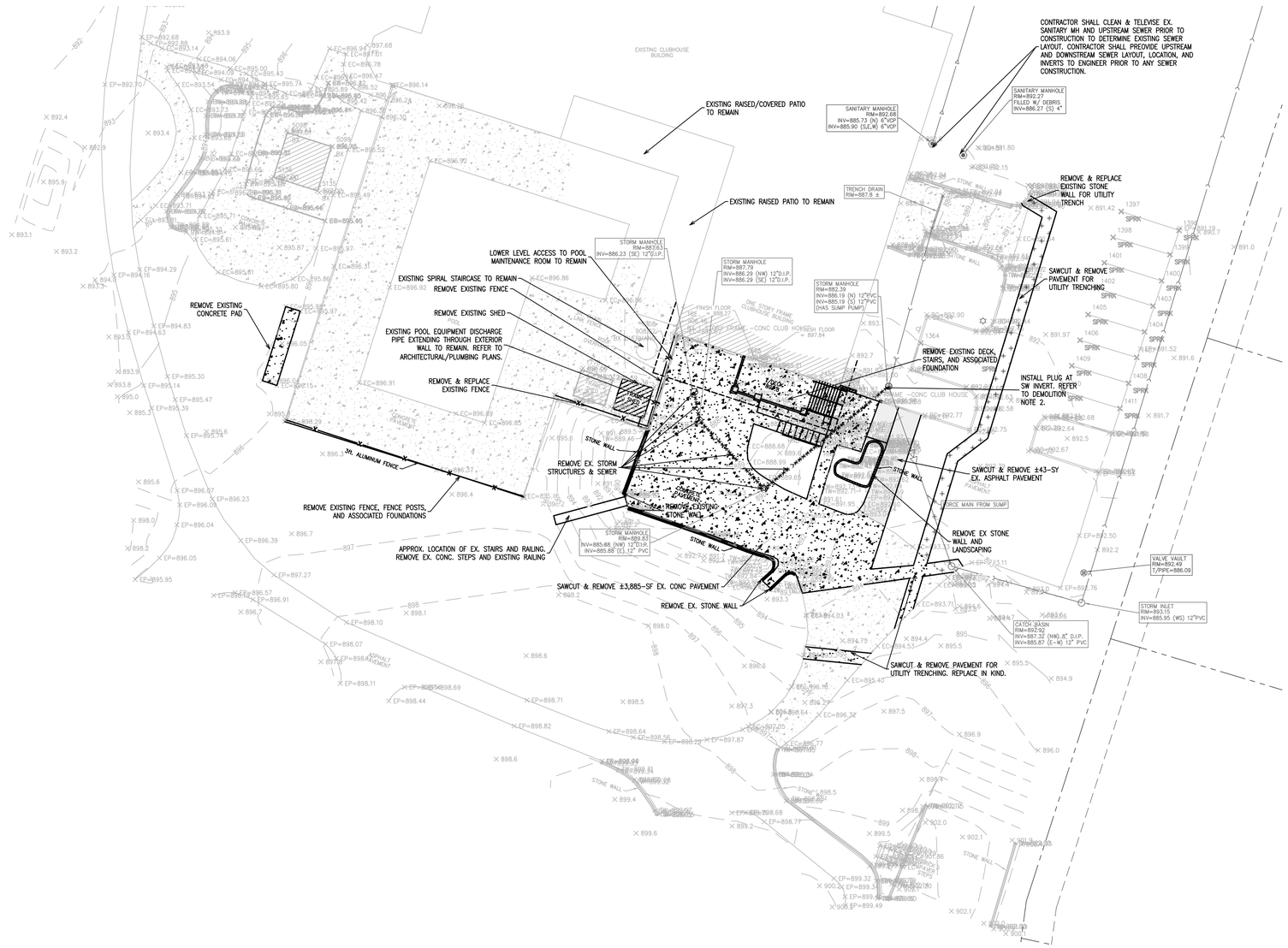
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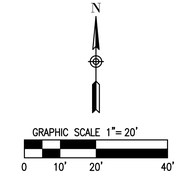
Know what's **below.**
Call before you dig.

Municipality: CRYSTAL LAKE
County: MCHENRY COUNTY
Township: 43N
Range: 8E
Section: 7

FOR REVIEW PURPOSES ONLY

JACOB & HEFNER
ASSOCIATES
1333 Butterfield Rd, Suite 300, Downers Grove, IL 60515
PHONE: (630) 652-4600, FAX: (630) 652-4601
www.jacobandhefner.com





DEMOLITION NOTES

1) EXISTING CONDITIONS SHOWN ON THIS PLAN WERE OBTAINED FROM A TOPOGRAPHIC SURVEY, DATED JULY 21, 2022, PREPARED BY JACOB AND HEFNER ASSOCIATES, INC.
2) ALL EXISTING STORM MANHOLES AND CATCH BASINS SHALL BE EXCAVATED AND REMOVED AS SPECIFIED. PLUG EXISTING STORM SEWER PIPE WHERE SPECIFIED. PLUGS SHALL BE MIN 2' LONG, NON-SHRINK GROUT, OR MORTAR PLUGS.
3) CONTRACTOR SHALL FIELD VERIFY EXISTING UTILITY LOCATIONS AND ELEVATIONS PRIOR TO DEMOLITION. SOME UTILITIES MAY NOT BE SHOWN.
4) ALL EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO DEMOLITION.
5) CONTRACTOR SHALL COORDINATE A RELEASE FROM THE ELECTRIC, GAS AND TELEPHONE COMPANIES PRIOR TO DEMOLITION.
6) NO WATER SHALL BE USED FROM A FIRE HYDRANT FOR DUST CONTROL WITHOUT A WATER METER, A BACKFLOW PREVENTER AND WATER DEPARTMENT APPROVAL.
7) ALL ADJOINING PUBLIC AND PRIVATE PROPERTY SHALL BE PROTECTED FROM DAMAGE CAUSED BY THE SITE DEMOLITION.
8) ALL WASTE MATERIALS SHALL BE REMOVED IN A MANNER THAT PREVENTS INJURY OR DAMAGE TO PERSONS, ADJOINING PROPERTIES, AND/OR RIGHT-OF-WAYS.
9) ALL WASTE MATERIALS SHALL BE DISPOSED OF OFF-SITE IN AN APPROVED FACILITY.
10) THE SITE SHALL BE GRADED TO PREVENT THE ACCUMULATION OF WATER OR DAMAGE TO ANY FOUNDATIONS ON THE PREMISES OR ADJOINING PROPERTY.
11) CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS RELATED TO BUILDING DEMOLITION.
12) CONTRACTOR SHALL PROTECT ALL EXISTING TREES AND SHRUBS NOT INDICATED FOR REMOVAL. SOME EXISTING TREES AND SHRUBS MAY NOT BE SHOWN ON THE PLANS.
13) ALL QUANTITIES SHOWN HEREON ARE FOR INFORMATIONAL PURPOSES ONLY. THE CONTRACTOR SHALL VERIFY ALL QUANTITIES RELATED TO CONSTRUCTION.
14) REFER TO EROSION CONTROL PLAN FOR EROSION CONTROL MEASURES.
15) CONTRACTOR SHALL BE RESPONSIBLE FOR ANALYTICAL SAMPLING AND ANALYSIS ASSOCIATED WITH CCDD HAUL OFF. CONTRACTOR CAN CONTACT JACOB AND HEFNER ASSOCIATES, INC. FOR CCDD SAMPLING AND ANALYSIS.
16) PRIOR TO COMMENCING ANY DEMOLITION AND/OR CONSTRUCTION ACTIVITIES ON THE PROJECT WHICH MAY IN ANY WAY CREATE INVOLVEMENT WITH EXISTING PUBLIC UTILITIES, CONTRACTOR SHALL CONTACT THE UTILITY OR COMMUNITY INVOLVED. ADJUSTMENT OF ANY PUBLIC UTILITIES WITHIN THIS PROJECT AREA WILL BE PERFORMED BY RESPECTIVE OWNERS OF SAID UTILITIES AND SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO COORDINATE.

DEMOLITION LEGEND

DENOTES EXISTING ASPHALT PAVEMENT TO BE SAWCUT AND REMOVED. CONTRACTOR SHALL DISPOSE OF ALL WASTE MATERIAL OFF-SITE.

DENOTES EXISTING CONCRETE PAVEMENT TO BE SAWCUT AND REMOVED. CONTRACTOR SHALL DISPOSE OF ALL WASTE MATERIAL OFF-SITE.

DENOTES EXISTING PAVEMENT TO BE SAWCUT AND REMOVED FOR UTILITY TRENCHING. CONTRACTOR SHALL DISPOSE OF ALL WASTE MATERIAL OFF-SITE.

No.	Description	Date
1	ISSUED FOR REVIEW	9/8/22

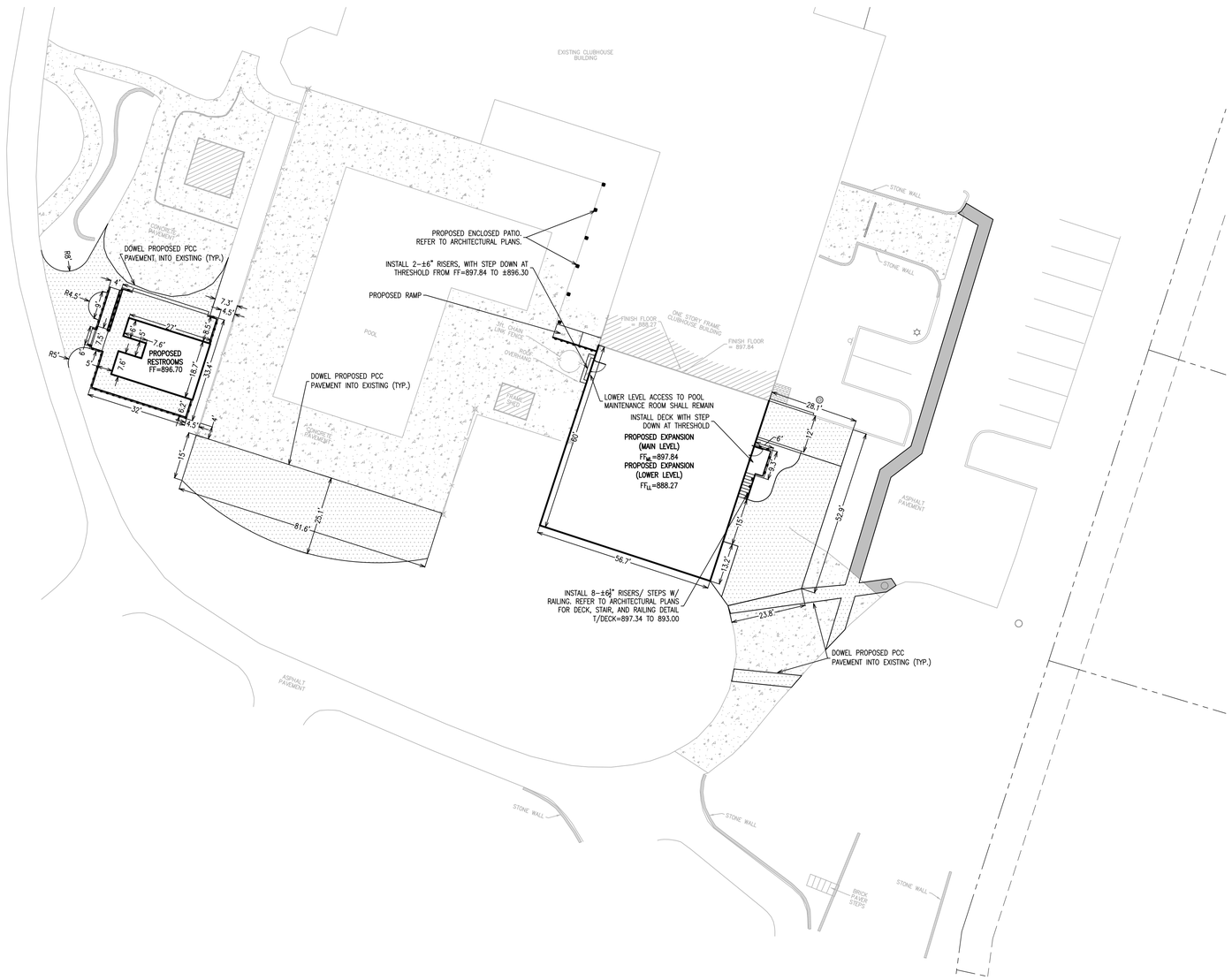
EXISTING CONDITIONS & DEMOLITION PLAN

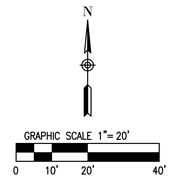
CRYSTAL LAKE COUNTRY CLUB
721 COUINTRY CLUB ROAD
CRYSTAL LAKE, ILLINOIS 60014

JACOB & HEFNER ASSOCIATES
1333 Butterfield Rd, Suite 300, Downers Grove, IL 60515
PHONE: (630) 652-4600, FAX: (630) 652-4601
www.jacobandhefner.com

G624
1" = 20'
C3.0

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GEOMETRIC NOTES

1) ALL DIMENSIONS ARE FROM BACK OF CURB OR OUTSIDE FACE OF BUILDING UNLESS NOTED OTHERWISE.
2) THE CROSS SLOPE ON ALL SIDEWALKS SHALL NOT EXCEED 1.5%.
3) STAIR AND DOORWAY LOCATIONS ARE SHOWN FOR REFERENCE ONLY. REFER TO ARCHITECTURAL PLANS FOR DETAILS.
4) PROPOSED BUILDING DIMENSIONS SHOWN ARE APPROXIMATE REFER TO ARCHITECTURAL PLANS FOR EXACT DIMENSIONS & BUILDING LAYOUT.
5) FIBER EXPANSION JOINTS OF 3/4" FULL DEPTH BIT. FIBER MATERIAL SHALL BE INSTALLED AS REFERENCED IN THE PAVEMENT LEGEND (THIS SHEET) AND WHERE CONCRETE ABUTS ALL CURB, BUILDING, POLES OR OTHER STRUCTURES.
6) CONSTRUCTION JOINTS SHALL BE PLACED WHERE REQUIRED IN ACCORDANCE WITH ACI 330R GUIDE (LATEST EDITION) FOR DESIGN AND CONSTRUCTION OF CONCRETE PARKING LOTS.

PAVEMENT LEGEND

NEW CONCRETE PAVEMENT
7.0" PCC PAVEMENT, 4,000 PSI, A/E
4.0" CA-6 BASE COURSE, COMPACTED
CONTRACTION JOINTS @ 15' C-C MAX.
EXPANSION JOINTS @ 60' C-C

ASPHALT PAVEMENT PATCH
2.0" HMA SURFACE COURSE, MIX D, N50
2.25" HMA BINDER COURSE. IL-19.0, N50
8.0" CA-06 BASE COURSE, COMPACTED

No.	Description	Date
1	ISSUED FOR REVIEW	9/8/22

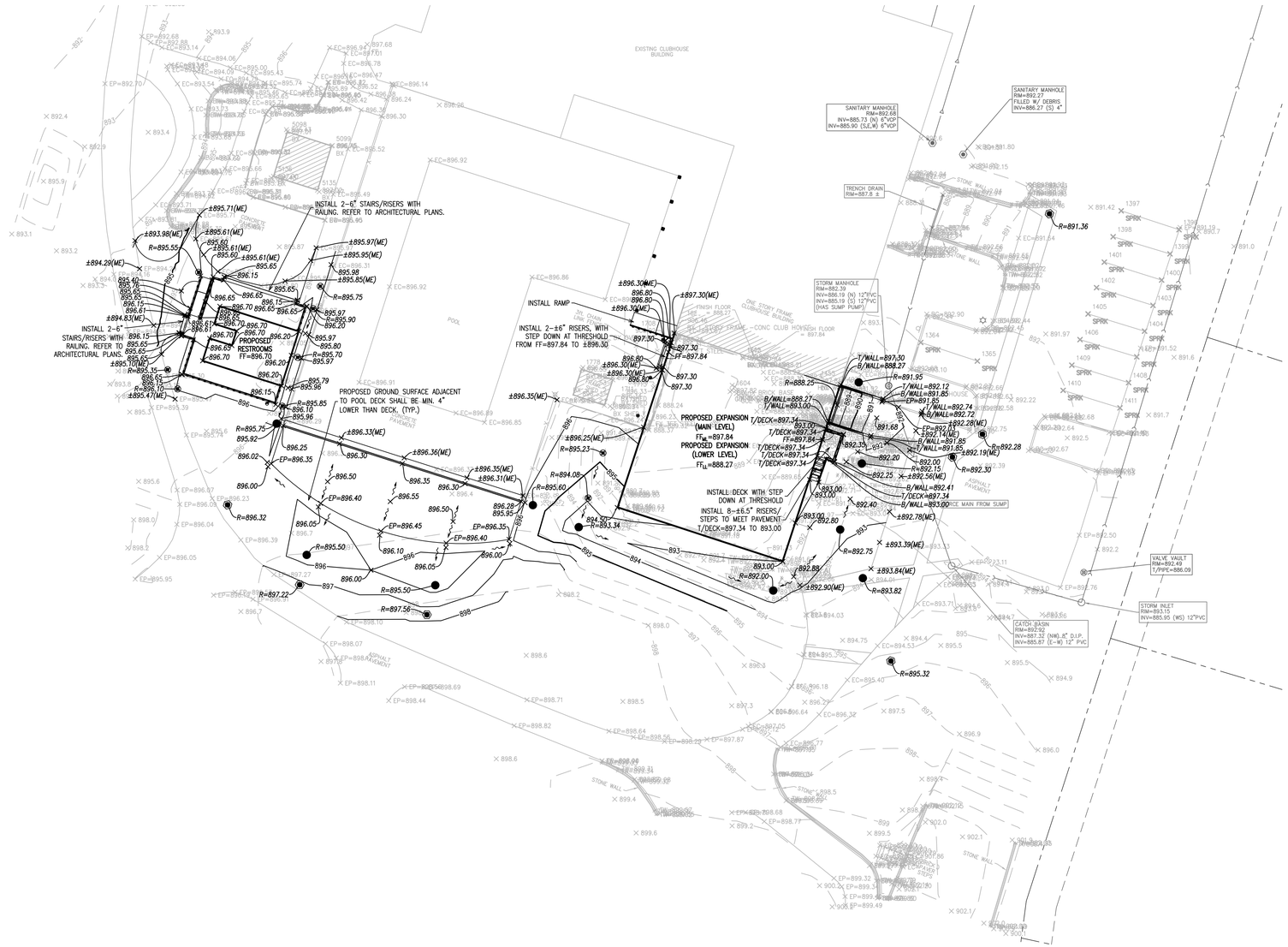
DIMENSIONAL CONTROL & PAVING PLAN

CRYSTAL LAKE COUNTRY CLUB
721 COUINTRY CLUB ROAD
CRYSTAL LAKE, ILLINOIS 60014

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G624
1" = 20'
C4.0

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GRAPHIC SCALE 1"= 20'

0 10' 20' 40'

GRADING NOTES

1) ALL SPOT ELEVATIONS ARE THE TOP OF PAVEMENT OR FINISHED GRADE ELEVATIONS.
2) ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IN PLACE PRIOR TO START OF CONSTRUCTION. REFER TO SHEET C7.0 FOR EROSION CONTROL PLAN.
3) CONTRACTOR SHALL MAINTAIN POSITIVE SITE DRAINAGE DURING CONSTRUCTION.
4) SEE SPECIFICATIONS FOR SUBGRADE AND STRUCTURAL FILL COMPACTION REQUIREMENTS.
5) THE CROSS SLOPE ON ALL SIDEWALKS SHALL NOT EXCEED 1.5%.
6) PROPOSED RETAINING WALLS SHALL BE DESIGNED BY AN ILLINOIS LICENSED STRUCTURAL ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE STRUCTURAL DESIGN.
7) RETAINING WALL TYPE AND COLOR SHALL BE APPROVED BY THE OWNER AND ARCHITECT PRIOR TO CONSTRUCTION.
8) REFER TO ARCHITECTURAL PLANS FOR RAILING AND STAIR DETAILS.

GRADING LEGEND

- XXX.XX = PROPOSED SPOT GRADE
- T/WALL=XXX.XX = PROPOSED GRADE AT TOP OF WALL
- B/WALL=XXX.XX = PROPOSED GRADE AT BOTTOM OF WALL
- EP=XXX.XX = PROPOSED EDGE OF PAVEMENT
- BC=XXX.XX = PROPOSED BACK OF CURB
- T/DECK=XXX.XX = PROPOSED TOP OF DECK
- EX=±XXX.XX = EXISTING ELEVATION
- ±XXX.XX(ME) = MATCH EXISTING ELEVATION
- = DRAINAGE FLOW ARROWS
- = OVERLAND FLOW ROUTE

No.	Description	Date
1	ISSUED FOR REVIEW	9/8/22

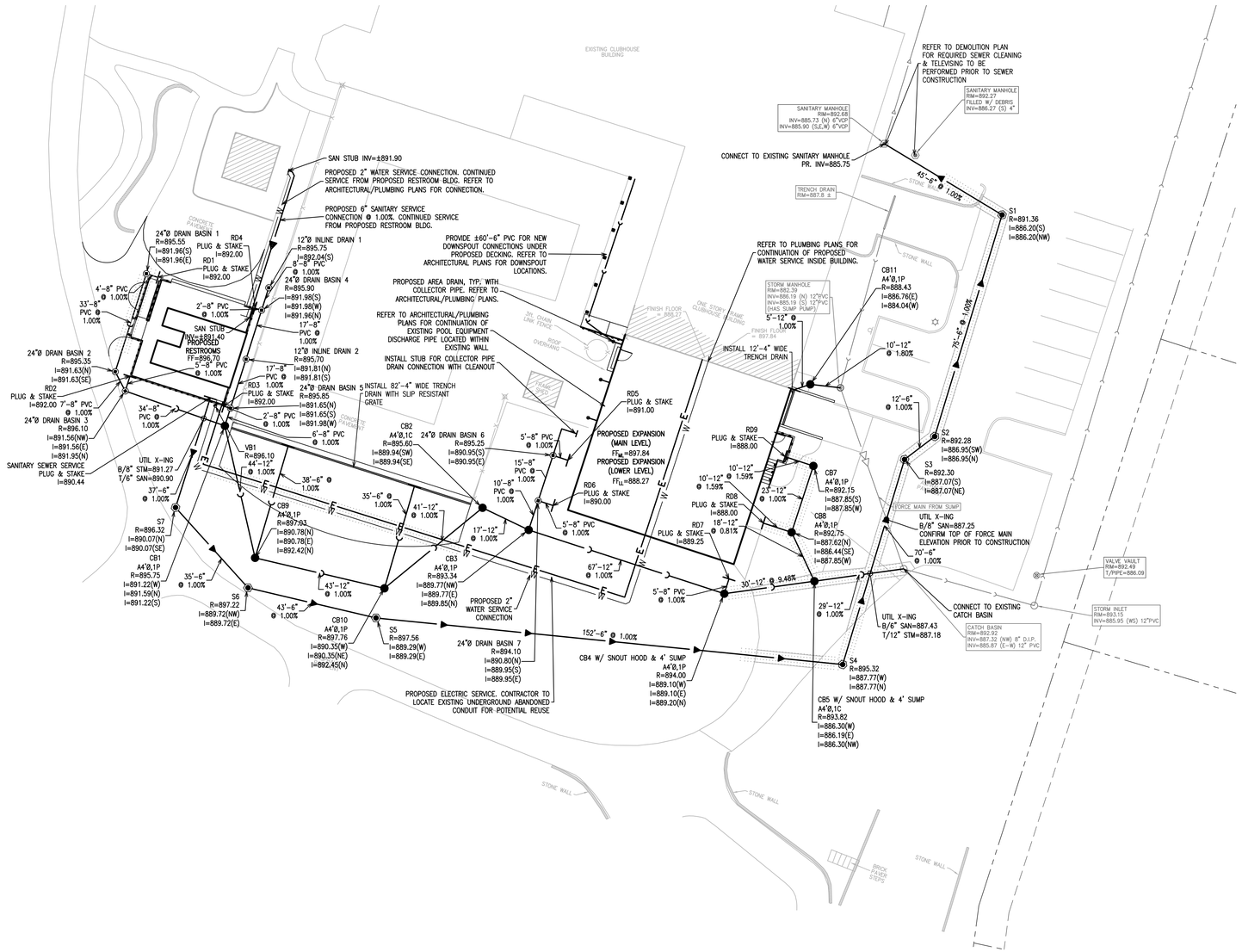
GRADING PLAN

CRYSTAL LAKE COUNTRY CLUB
721 COUNTRY CLUB ROAD
CRYSTAL LAKE, ILLINOIS 60014

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GRAPHIC SCALE 1"= 20'

0 10' 20' 40'

UTILITY NOTES

1) EXISTING UTILITIES HAVE BEEN SHOWN SCHEMATICALLY FOR THE CONTRACTOR'S GUIDANCE ONLY. ALL EXISTING UTILITIES MAY NOT BE SHOWN. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY LOCATION AND ELEVATION OF ALL UTILITIES THAT MAY BE AFFECTED PRIOR TO CONSTRUCTION.

2) CONTRACTOR SHALL TERMINATE PROPOSED UTILITIES 5-FT OUTSIDE OF BUILDING FACE AND SHALL PLUG AND STAKE STUB LOCATIONS AND ELEVATIONS.

3) ALL UTILITY LENGTHS ARE TO CENTER OF STRUCTURES IN LINEAR FEET.

4) ALL EXISTING UTILITY RIMS, GRADES RINGS, PEDESTALS, ETC., SHALL BE RAISED OR LOWERED AS REQUIRED TO MEET PROPOSED GRADES.

5) PROPOSED RIM GRADES FOR INLETS ARE FROM EDGE OF PAVEMENT.

6) ALL UTILITY STRUCTURES SHALL HAVE NO MORE THAN 2 PRECAST ADJUSTING RINGS WITH 6" MAXIMUM HEIGHT ADJUSTMENT.

7) SELECTED GRANULAR TRENCH BACKFILL MATERIAL SHALL BE PLACED AS INDICATED ON THE PLANS AND CONSTRUCTED IN ACCORDANCE WITH THE SPECIFICATIONS. TBF DENOTED BY:

8) OPEN CUTTING OF ROADWAYS OR PAVEMENT FOR UTILITY INSTALLATION SHALL BE FILLED WITH COMPACTED TRENCH BACKFILL UP TO THE PAVEMENT SUBGRADE.

STORM SEWER NOTES

STORM STRUCTURE SYMBOL LEGEND:
INL=INLET
CB=CATCH BASIN
TD=TRENCHDRAIN

FRAME AND GRATE/LID SYMBOL LEGEND:
1C: IDOT TYPE 1 (CLOSED), NEENAH R1713, EJIW 1050Z1
1P: IDOT TYPE 1 (OPEN), NEENAH R2504 (TYPE D GRATE), EJIW 1050Z1 (TYPE M1 GRATE)

EXAMPLE:
CB36
A4Ø,1P
MANHOLE #36, TYPE A, 4-FT DIAMETER, IDOT TYPE 1 FRAME AND GRATE (OPEN)

1) ALL 12-INCH AND 15-INCH STORM SEWER SHALL BE RCP CLASS V. ALL OTHER STORM SEWERS SHALL BE REINFORCED CONCRETE CULVERT PIPE (RCP) CLASS IV, ASTM C 76, WITH "O" RING RUBBER GASKET JOINTS CONFORMING TO ASTM C-443.

2) ALL UNDERDRAINS SHALL BE PER IDOT STANDARDS OR AS SPECIFIED IN THE DETAIL.

3) ALL CASTINGS SHALL BE EMBOSSED WITH A FISH IMAGE AND "DUMP NO WASTE-DRAINS TO WATERWAYS" MESSAGE.

WATER MAIN NOTES

WATERMAIN STRUCTURE SYMBOL LEGEND:
Vv=VALVE VAULT
VB=VALVE BOX
FH=FIRE HYDRANT ASSEMBLY
PC=PRESSURE CONNECTION

1) ALL WATER MAIN SHALL BE DIP CLASS 52, UNLESS NOTED OTHERWISE ON THE PLANS.

2) ALL FIRE HYDRANT LEADS SHALL BE 6-INCH, CLASS 52 DIP UNLESS NOTED OTHERWISE ON THE PLANS.

3) BRASS WEDGES FOR LOCATING WATER MAINS SHALL BE INSTALLED PER SECTION 41-2.05C OF THE STANDARD SPECIFICATIONS FOR WATER AND SEWER CONSTRUCTION IN ILLINOIS, AS AMENDED.

4) MAINTAIN A MINIMUM OF 5.5-FT OF COVER AS MEASURED FROM THE PROPOSED GRADE OVER THE WATER MAIN. MAINTAIN HORIZONTAL SEPARATION WITH OTHER UTILITIES PER IEPA REQUIREMENTS.

5) ALL PROPOSED WATER MAIN INSTALLED WITHIN FILL MATERIAL SHALL BE RESTRAINED USING U.S. PIPE FIELD-LOK GASKETS OR APPROVED EQUIVALENT TO A POINT 50-FT PAST ON EACH SIDE THE AREA WHERE THE WATER MAIN IS INSTALLED WITHIN FILL.

SANITARY SEWER NOTES

SANITARY STRUCTURE SYMBOL LEGEND:
S=SANITARY MANHOLE

ALL SANITARY MANHOLES SHALL HAVE THE FOLLOWING FRAME & GRATE:
1C: IDOT TYPE 1 (CLOSED), NEENAH R1713, EJIW 1050Z1

1) ALL SANITARY SEWER SHALL BE PVC SDR 26 UNLESS NOTED OTHERWISE ON THE PLANS.

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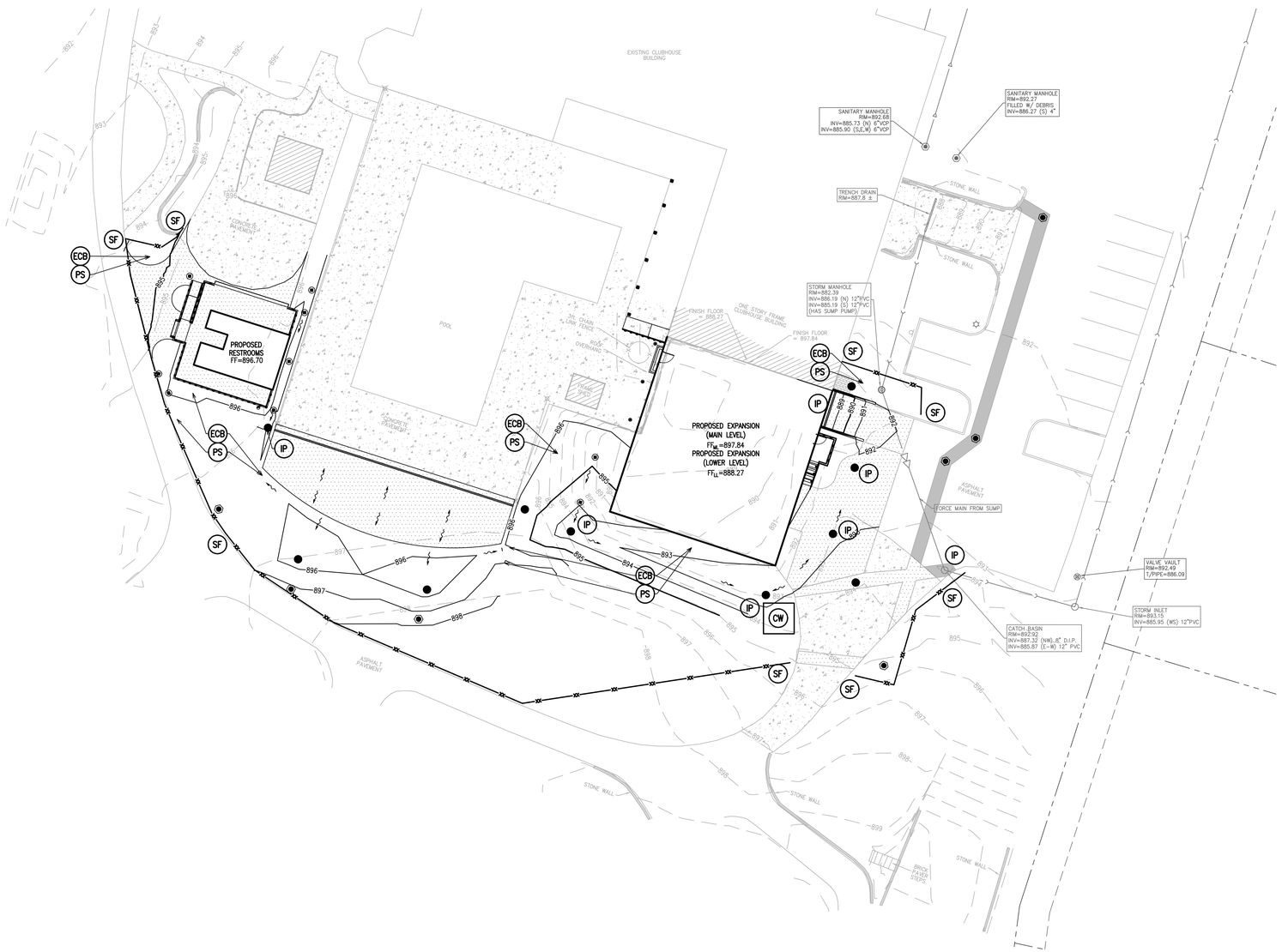
UTILITY PLAN

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7211 COUNTRY CLUB ROAD
CRYSTAL LAKE, ILLINOIS 60014

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0 10' 20' 40'

EROSION CONTROL NOTES

1) ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IN PLACE PRIOR TO START OF CONSTRUCTION.
2) EARTHWORK CONTRACTOR SHALL MAINTAIN POSITIVE SITE DRAINAGE DURING CONSTRUCTION.
3) EARTHWORK CONTRACTOR SHALL BE RESPONSIBLE FOR DUST CONTROL.
4) EARTHWORK CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING CLEAN PUBLIC ROADWAYS, FREE OF DIRT AND DEBRIS AT ALL TIMES.
5) OTHER EROSION CONTROL MEASURES SHALL BE IMPLEMENTED SHOULD AN INSPECTION OF THE SITE INDICATE A DEFICIENCY.
6) AREAS REACHING SUBSTANTIAL COMPLETION OF GRADING AND TOPSOIL PLACEMENT OPERATIONS SHALL BE PERMANENTLY SEEDED OR OTHERWISE LANDSCAPED WITHIN 14 DAYS FROM THE SUSPENSION OR COMPLETION OF GRADING AND TOPSOIL OPERATIONS.
7) SECONDARY CONTAINMENT SHALL BE REQUIRED FOR ANY BULK FUEL STORAGE THAT REMAINS ON-SITE FOR A PERIOD LONGER THAN 7 CALENDAR DAYS.
8) CONTAINMENT MEASURES SHALL BE REQUIRED FOR GENERATORS, PUMPS, MIXERS AND OTHER NON-ELECTRICAL POWERED EQUIPMENT THAT ARE TO BE STATIONED FOR LONGER THAN 24 HOURS.
9) ALL GREEN AREAS SHALL BE DRESSED WITH A MINIMUM OF 6" OF TOPSOIL, PERMANENT SEEDING AND EROSION CONTROL BLANKET.

EROSION CONTROL LEGEND

- (SF) SILT FENCE
- (IP) INLET PROTECTION
- (CW) CONCRETE WASHOUT
- (ECB) EROSION CONTROL BLANKET NAG SC150 (OR APPROVED EQUAL)
- (PS) PERMANENT SEEDING

NOTE: REFER TO SWPP PLAN SHEETS AND DETAILS FOR ADDITIONAL INFORMATION.

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EROSION CONTROL PLAN

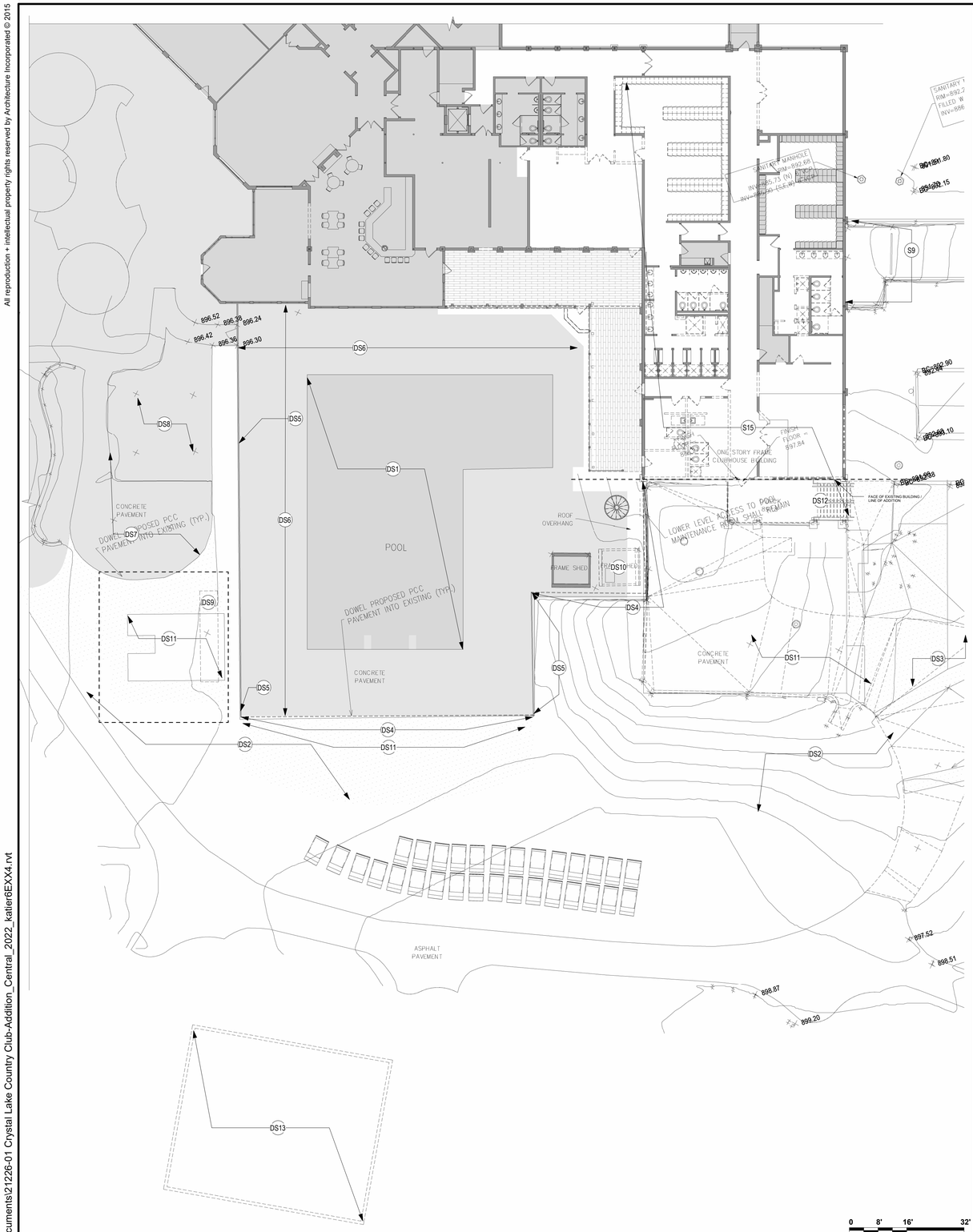
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1 SITE PLAN - DEMO
1/16" = 1'-0"

SUP SUBMISSION - ARCHITECTURAL DRAWING LIST

AS0.0	DEMOLITION ARCHITECTURAL SITE PLAN
AS1.0	ARCHITECTURAL SITE / FLOORPLAN W/ FURNITURE & 3D VIEWS
A3.0	EXTERIOR ELEVATIONS AT ADDITION
A3.1	RESTROOM BUILDING PLANS & ELEVATIONS

GENERAL SITE DEMOLITION NOTES:

1 DEMOLITION PLANS ARE PROVIDED AS A GENERAL GUIDE TO THE DEMOLITION WORK. DEMO PLANS ARE NOT MEANT TO CONTAIN A COMPLETE DESCRIPTION OF ALL MATERIALS TO BE REMOVED. PRIOR TO BIDDING, COORDINATE WITH OWNER AND PERFORM AN INDEPENDENT SITE VISIT IN ORDER TO FIELD SURVEY AND BE THOROUGHLY FAMILIAR WITH THE PROJECT AND DEMOLITION EFFORTS REQUIRED BY THE SCOPE AND EXTENT OF THE WORK INDICATED. CHANGE ORDERS FOR DEMOLITION WORK (WHETHER SHOWN OR NOT) SHALL NOT BE APPROVED WHERE DEMOLITION IS REQUIRED BY THE NEW WORK.

2 SURVEY THE WORK PRIOR TO DEMOLITION ACTIVITY AND PERFORM PROTECTIVE / CORRECTIVE MEASURES AS NECESSARY TO ENSURE ALL EXISTING SYSTEMS ARE DISCONNECTED

3 COORDINATE EXTENT OF SELECTIVE DEMOLITION WITH ALL WORK.

4 PROVIDE WORKERS WITH RESPIRATORY PROTECTION AND ASSIGNED PROTECTION FACTOR (APF) LEVEL 10 PER OSHA STANDARD 29 CFR 1926.1153 - RESPIRABLE CRYSTALLINE SILICA. REFER TO TABLE 1 - SPECIFIED EXPOSURE CONTROL METHODS WHEN WORKING WITH MATERIALS CONTAINING CRYSTALLINE SILICA.

5 OWNER WILL REMOVE ALL LOOSE AND MOVABLE FURNITURE PRIOR TO THE START OF WORK.

6 THE OWNER HAS THE RIGHT OF FIRST REFUSAL ON ALL SALVAGED ITEMS. STORE SALVAGED ITEMS FOR OWNER WHERE DIRECTED BY THE OWNER.

7 DO NOT PERFORM DEMOLITION BEYOND THE SCOPE REQUIRED BY THE WORK. COORDINATE SUCH EFFORTS PRIOR TO START OF CONSTRUCTION AND MAINTAIN ACTIVE COORDINATION OF DEMOLITION AND THE WORK DURING CONSTRUCTION.

8 PROTECT EXISTING CONSTRUCTION TO REMAIN FROM DAMAGE FOR DURATION OF CONSTRUCTION. REPAIR/ REPLACE EXISTING CONSTRUCTION WHICH IS DAMAGED DURING COURSE OF CONSTRUCTION AS COMPONENT OF BASE CONTRACT.

9 ALL WASTE MATERIAL GENERATED FROM CLEARING AND DEMOLITION ACTIVITIES SHALL BE DISPOSED OF OFF-SITE IN ACCORDANCE WITH ALL APPLICABLE RULES AND REGULATIONS.

10 THE OWNER HAS ACQUIRED A HAZMAT SURVEY FOR REFERENCE OF THE GENERAL CONTRACTOR PRIOR TO BIDDING. ALL HHM (HOUSEHOLD HAZARDOUS MATERIALS) DISCOVERED IN DEMOLITION ARE TO BE DISPOSED OF LEGALLY BY THE GENERAL CONTRACTOR IN ACCORDANCE WITH THE REQUIREMENTS OF ARLINGTON COUNTY AND THE STATE OF VIRGINIA INCLUDING BUT NOT LIMITED TO ALL LEAD PAINT AND LIGHTING WITH MERCURY.

11 CONTACT "JULIE" CALL 811 OR (800)892-0123 AT LEAST 48 HOURS PRIOR TO ANY EXCAVATION.

12 CONTRACTOR TO COORDINATE ANY NECESSARY UTILITY RELOCATIONS DIRECTLY WITH APPLICABLE UTILITY PROVIDER.

13 OBTAIN A LETTER FROM THE FOLLOWING SERVICE PROVIDERS STATING THAT THE SERVICE CONNECTIONS AND ATTACHED EQUIPMENT (SUCH AS METERS AND REGULATORS) HAVE BEEN REMOVED OR SEALED AND PLUGGED IN A SAFE MANNER:
- ELECTRICAL SERVICE
- GAS SERVICE

WATER AND SEWER SERVICE (ACCOUNT MUST BE CLOSED AND THE FINAL BILL MUST BE PAID). THE ISSUANCE OF A DEMOLITION PERMIT CONSTITUTES AN IMPLIED REQUEST AS WELL AS PERMISSION FROM THE BUILDING OWNER FOR DISCONTINUANCE OF THE WATER SERVICE CONNECTION. AS A COURTESY, TEMPORARY USE OF THE WATER SERVICE CONNECTION WILL BE ALLOWED FOR CONSTRUCTION PURPOSES ONLY IF REQUESTED IN WRITING.

14 OWNER TO COMPLETE AN ASBESTOS INSPECTION AND AWARENESS FORM TO ACCOMPANY DEMOLITION PERMIT APPLICATION.

15 OWNER TO OBTAIN A RODENT INFESTATION CERTIFICATE OF TREATMENT WHICH IS REQUIRED TO BE SUBMITTED WITH THIS SHEET PRIOR TO ISSUANCE OF A DEMOLITION PERMIT.
THE CERTIFICATE OF TREATMENT MUST MEET THE FOLLOWING REQUIREMENTS:
- IT MUST BE ON A LETTERHEAD, INVOICE, WORK ORDER OR REPORT WITH THE COMPANY 'S INFORMATION THAT PERFORMED TREATMENT.
- IT MUST STATE THE PROPERTY HAS BEEN INSPECTED. IT CANNOT STATE THAT IT WILL BE.
- IT MUST STATE THE PROPERTY HAS BEEN BAITED. IT CANNOT STATE THAT IT WILL BE.
- IT MUST STATE THERE WERE NO SIGNS OF RODENTS ON SITE AFTER TREATMENT.
- IT MUST STATE THAT THE PROPERTY WILL BE BAITED FOR A MINIMUM OF 6 MONTHS.

16 WRITTEN NOTICE OF DEMOLITION MUST BE DELIVERED TO THE OWNER OF EACH POTENTIALLY-AFFECTED ADJOINING LOT, BUILDING OR STRUCTURE AT LEAST ONE WEEK PRIOR TO THE BEGINNING OF WORK. A COPY OF EACH NOTICE IS REQUIRED WITH THE SUBMISSION OF THIS DEMOLITION APPLICATION.

17 THE OWNER WILL SECURE AND PAY FOR THE DEMOLITION PERMIT.

18 REFER TO CIVIL FOR ADDITIONAL INFO.

KEYED DEMOLITION SITE NOTES:

DS1	WATER SURFACE OF POOL, EXISTING TO REMAIN.
DS2	TOPOGRAPHY / GRADE TO BE MODIFIED. SEE CIVIL DRAWINGS.
DS3	DRIVE AISLE TO BE MODIFIED. SEE CIVIL DRAWINGS.
DS4	REMOVE PORTION OF EXISTING PERIMETER FENCE AT EXTENTS SHOWN.
DS5	EXISTING ALUMINUM FENCE TO REMAIN.
DS6	EXISTING HARDSCAPE / PATIO SURFACE TO REMAIN.
DS7	EXISTING HARDSCAPE / PATIO SURFACE TO REMAIN.
DS8	EXISTING OUTDOOR BAR STRUCTURE TO REMAIN.
DS9	HARDSCAPE FOR EXISTING GRILLS TO BE REMOVED
DS10	OWNER TO REMOVE SHED COVER TO EXISTING POOL FILTER & PROTECT EQUIPMENT AS NECESSARY FOR THE DURATION OF CONSTRUCTION.
DS11	AREA OF PROPOSED WORK. REFER TO CIVIL SITE PLANS FOR LIMITS OF DISTURBANCE AND AREAS OF SAWCUTTING ON EXISTING SIDEWALKS & PARKING LOT.
DS12	REMOVE EXISTING DECK & ASSOCIATE OVERHANG STRUCTURE. REMOVE EXISTING PIERS AT DECK AS WELL AS STAIRS & RAILINGS.
DS13	REMOVE EXISTING CART BARN IN ITS ENTERITY. CAREFULLY REMOVE AND SALVAGE ANY EXISTING EQUIPMENT AND TURNOVER TO THE OWNER. PROCEED WITH DEMOLITION SYSTEMATICALLY, FROM HIGHER TO LOWER LEVEL. COMPLETE DEMOLITIONS OF ROOF PRIOR TO DISTURBING SUPPORTING MEMBERS AT THE GROUND LEVEL. GRADE IS TO BE LEVELED UPON COMPLETION OF DEMOLITION.

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Construction Documents For:
CRYSTAL LAKE CC

CRYSTAL LAKE COUNTRY CLUB

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Project: 21226-03

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DEMOLITION SITE PLAN

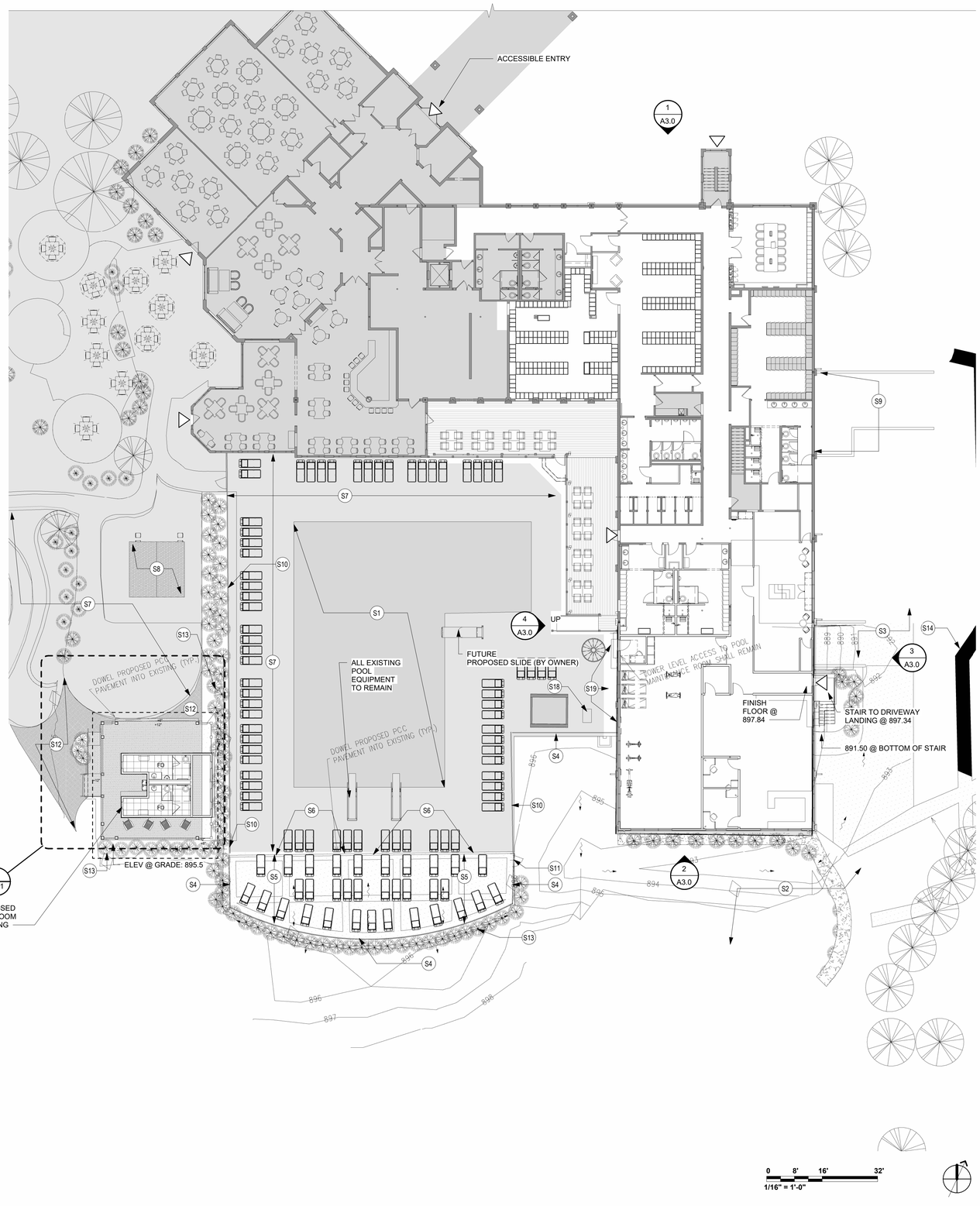
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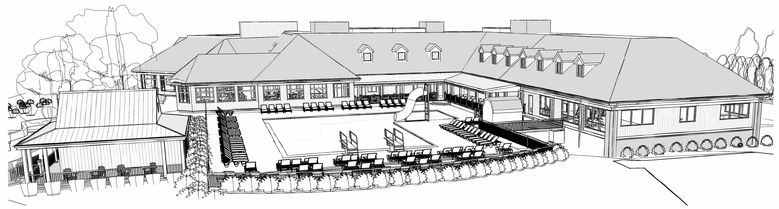


1 ARCHITECTURAL SITE PLAN

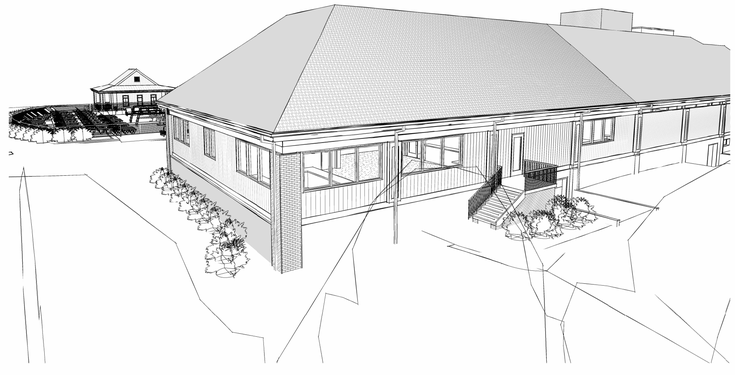
1/16" = 1'-0"



2 3D VIEW - RESTROOM BUILDING



3 3D VIEW - EXPANDED POOL DECK



4 3D VIEW - ADDITION FROM PARKING LOT

KEYED SITE NOTES:

S1	WATER SURFACE OF POOL, EXISTING TO REMAIN.
S2	TOPOGRAPHY / GRADE TO BE MODIFIED. SEE CIVIL DRAWINGS.
S3	DRIVE AISLE TO BE MODIFIED. SEE CIVIL DRAWINGS.
S4	PROPOSED ALUMINUM PERIMETER FENCE.
S5	PROPOSED CONCRETE HARDSCAPE. PROVIDE CONTROL JOINTS TO ALIGN WITH ADJACENT CONCRETE SURFACE.
S6	TRENCH DRAIN LOCATION.
S7	EXISTING HARDSCAPE / PATIO SURFACE TO REMAIN.
S8	EXISTING OUTDOOR BAR STRUCTURE TO REMAIN.
S9	EXISTING LOADING DOCK AND ASSOCIATED RETAINING WALLS TO REMAIN.
S10	EXISTING ALUMINUM FENCE TO REMAIN.
S11	PROPOSED GATE ACESS WITHIN ALUMINUM PERIMETER FENCE.
S12	PROPOSED CONCRETE HARDSCAPE WITH UNIT PAVERS TO MATCH ADJACENT, EXISTING PAVERS.
S13	LANDSCAPING TO BE SELECTED, FURNISHED & INSTALLED BY OWNER UNDER SEPARATE SCOPE OF WORK.
S14	AREAS OF SAW-CUTTING & PATCH & REPAIR - REFER TO CIVIL DRAWINGS.
S15	DEMOLITION DETAIL RELATING TO MAIN CLUBHOUSE LOCATED ON SHEET AD1.0 & AD1.10.
S18	OWNER TO FURNISH & INSTALL PROTECTIVE COVERING (TBD BY POOL EQUIPMENT VENDOR) AT EXISTING POOL FILTER WITHIN POOL DECK.
S19	REFER TO CIVIL, PLUMBING FOR AREA DRAINS AT POOL DECK.

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ARCHITECTURAL SITE PLAN & 3D VIEWS

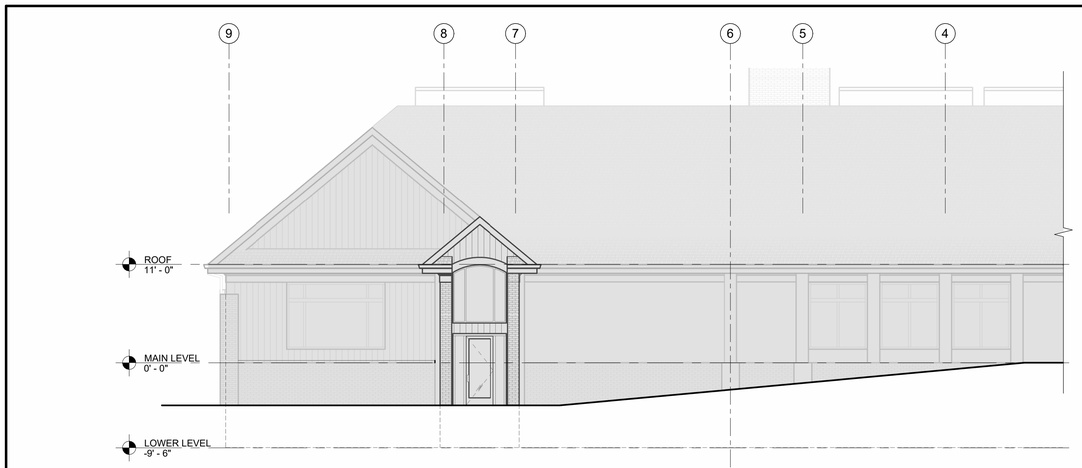
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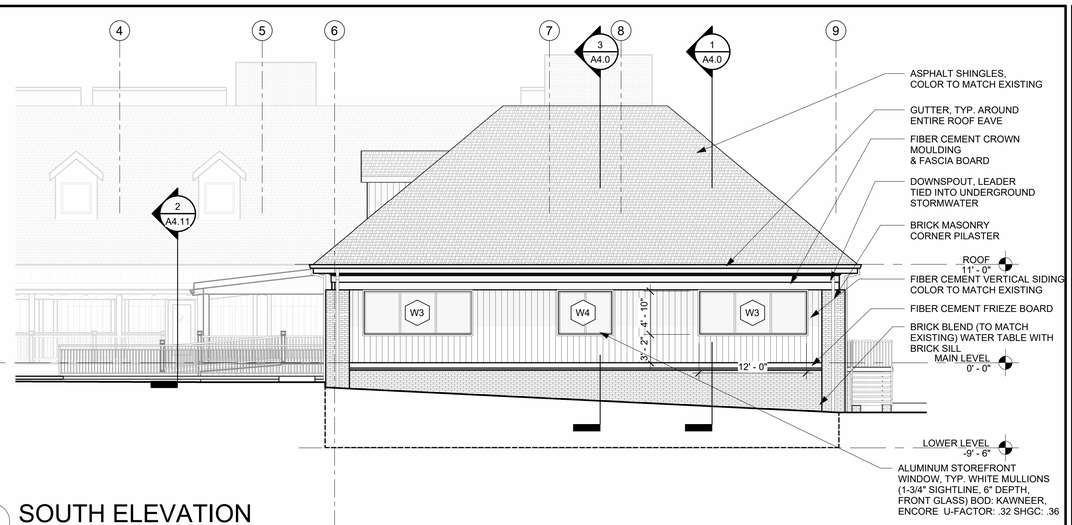
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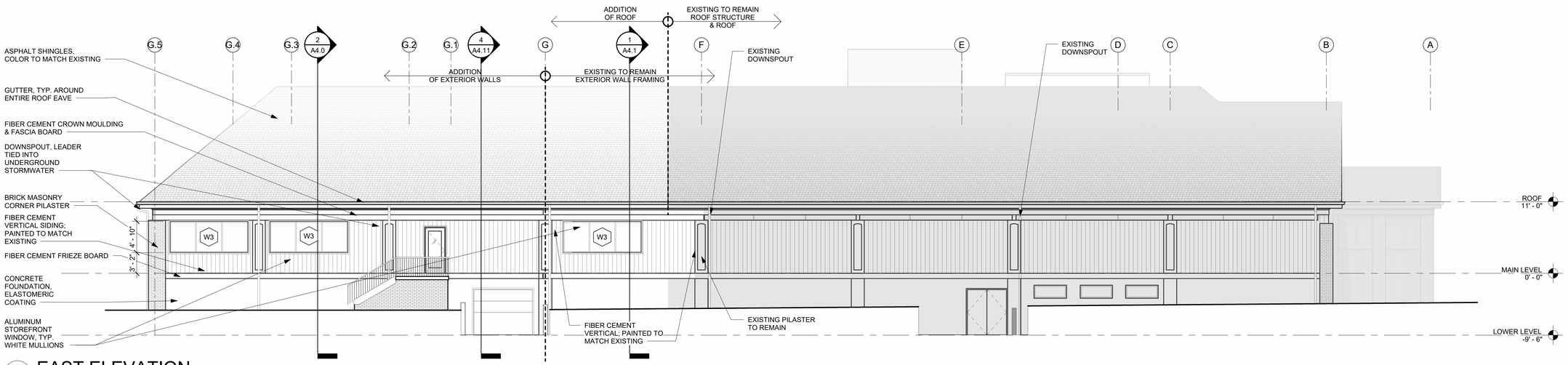
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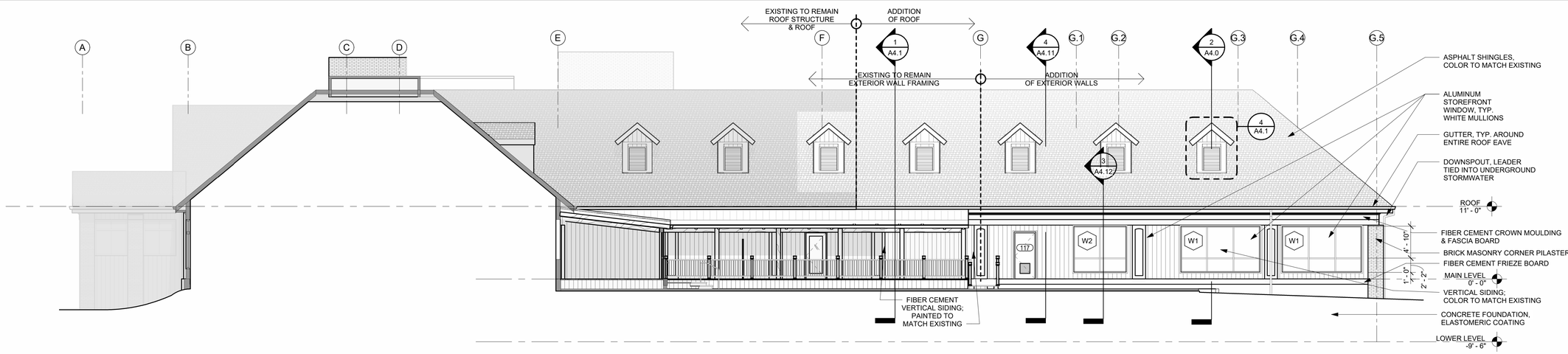
1 NORTH ELEVATION (EXISTING TO REMAIN / NO WORK)
1/8" = 1'-0"



2 SOUTH ELEVATION
1/8" = 1'-0"



3 EAST ELEVATION
1/8" = 1'-0"



4 WEST ELEVATION
1/8" = 1'-0"

0 4' 8' 16'
1/8" = 1'-0"

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EXTERIOR ELEVATIONS

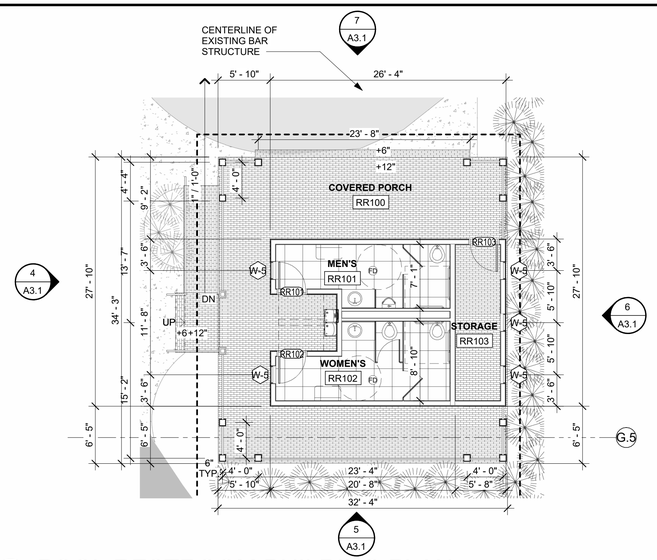
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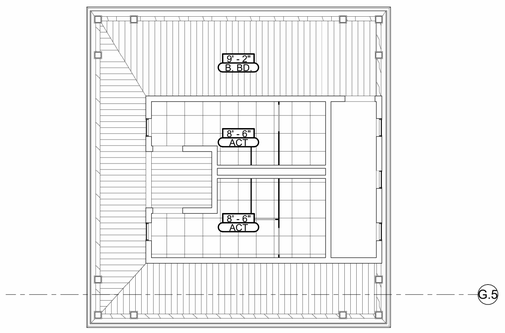
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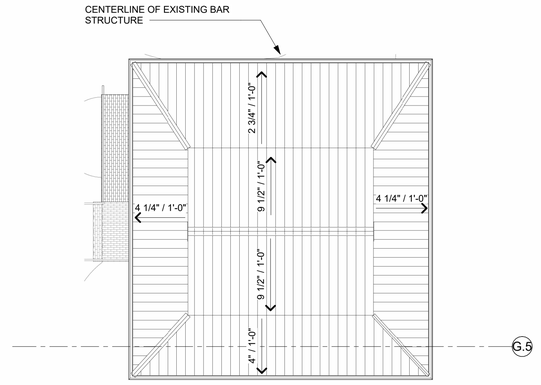
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1 POOL RESTROOM BUILDING PLAN
1/8" = 1'-0"

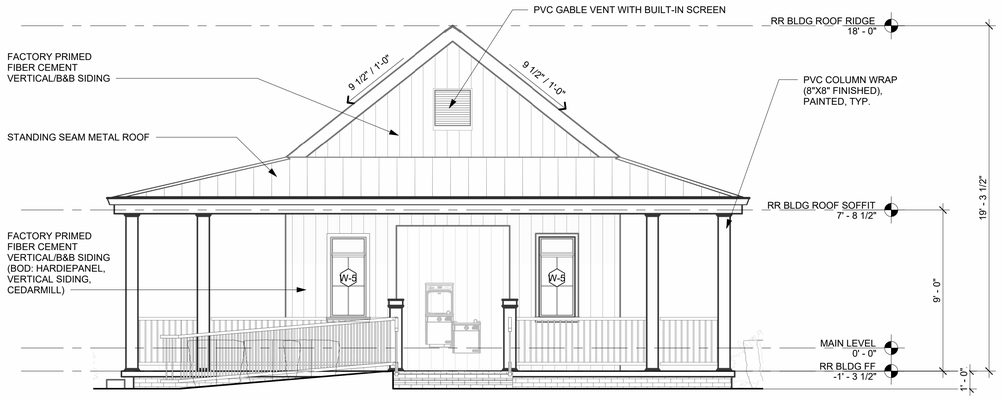


2 RR BLDG FF
1/8" = 1'-0"

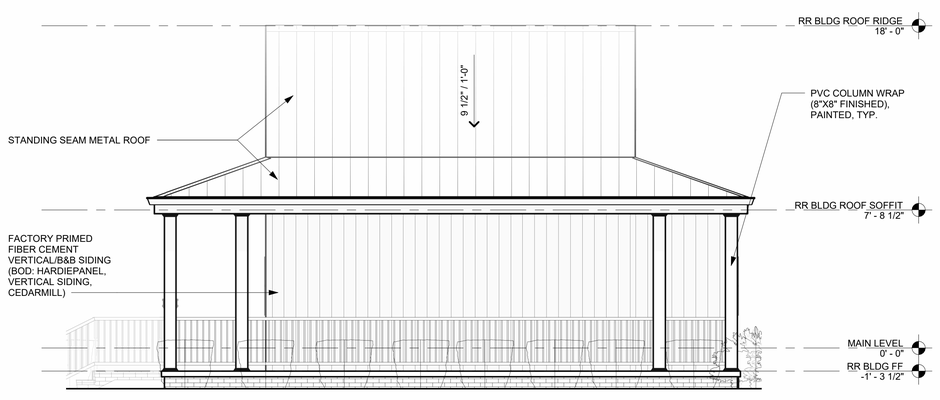


3 ROOF PLAN - RESTROOM BUILDING
1/8" = 1'-0"

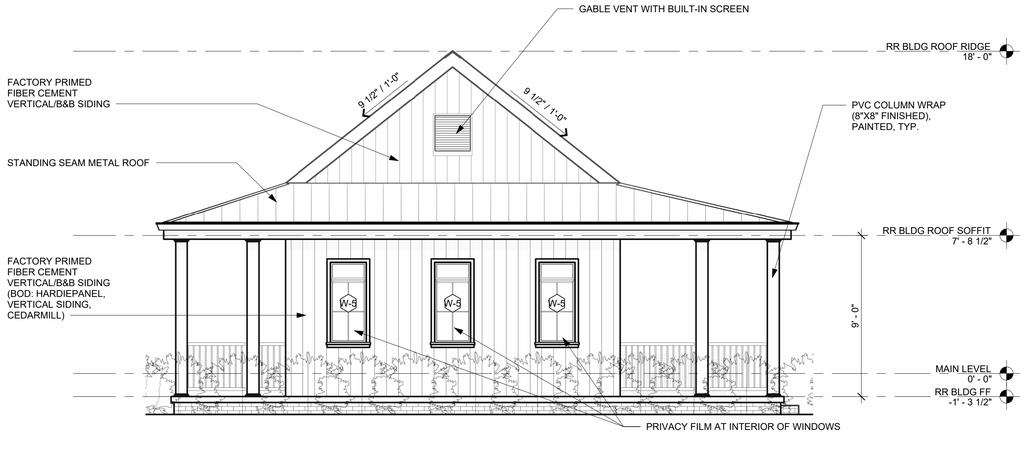
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1/8" = 1'-0"



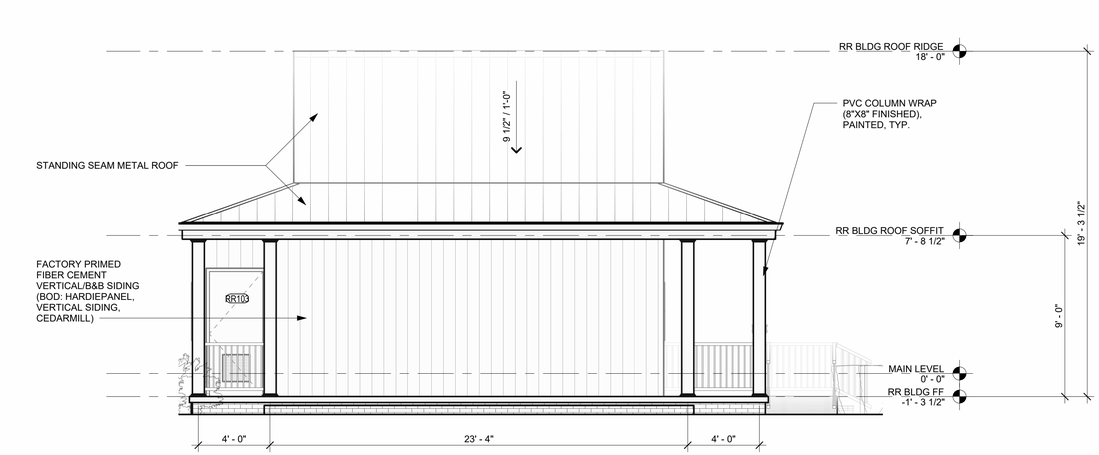
4 RESTROOM BUILDING - WEST ELEVATION
1/4" = 1'-0"



5 RESTROOM BUILDING - SOUTH ELEVATION
1/4" = 1'-0"



6 RESTROOM BUILDING - EAST ELEVATION
1/4" = 1'-0"



7 RESTROOM BUILDING - NORTH ELEVATION
1/4" = 1'-0"

0 2' 4' 8'
1/4" = 1'-0"

architecture
incorporated
1902 campus commons drive
suite 101
reston, virginia 20191
Tel: 703.476.3900
Fax: 703.264.0733
www.archinc.com

Construction Documents For:
CRYSTAL LAKE CC
CRYSTAL LAKE COUNTRY CLUB
721 Country Club Rd, Crystal Lake, IL 60014

Project: 21226-03

Issued 08/24/22
SUP APPLICATION
REVISIONS

RESTROOM BUILDING - PLAN & ELEVATIONS

Scale: **As indicated**
Drawn: KER
Checked: Checker

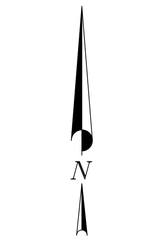
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SUP APPLICATION

9/9/2022 3:42:43 PM
C:\Users\KatieR\Documents\21226-01 Crystal Lake Country Club-Addition_Central_2022_katier6EXX4.rvt

TOPOGRAPHIC SURVEY

CRYSTAL LAKE COUNTRY CLUB



BASIS OF BEARINGS

ILLINOIS STATE PLANE COORDINATES
EAST ZONE NAD 83 (1201)



JACOB & HEFNER
ASSOCIATES
1333 Butterfield Road, Suite 300, Downers Grove, IL 60515
PHONE: (630) 652-4600, FAX: (630) 652-4601
www.jacobandhefner.com
Illinois Professional Design Firm
License No. 184-003073 Exp. 4/30/23

Survey No.:	G 6 2 4
Ordered By.:	Crystal Lake Country Club
Description:	Partial Topographic Survey
Date Prepared:	July 21, 2022
Scale:	1" = 20'
Prepared By:	ERP

SHEET 1 OF 2

H:\G\G624\S\DWG\TOPO\G624_TOPO.DWG

TOPOGRAPHIC SURVEY

CRYSTAL LAKE COUNTRY CLUB

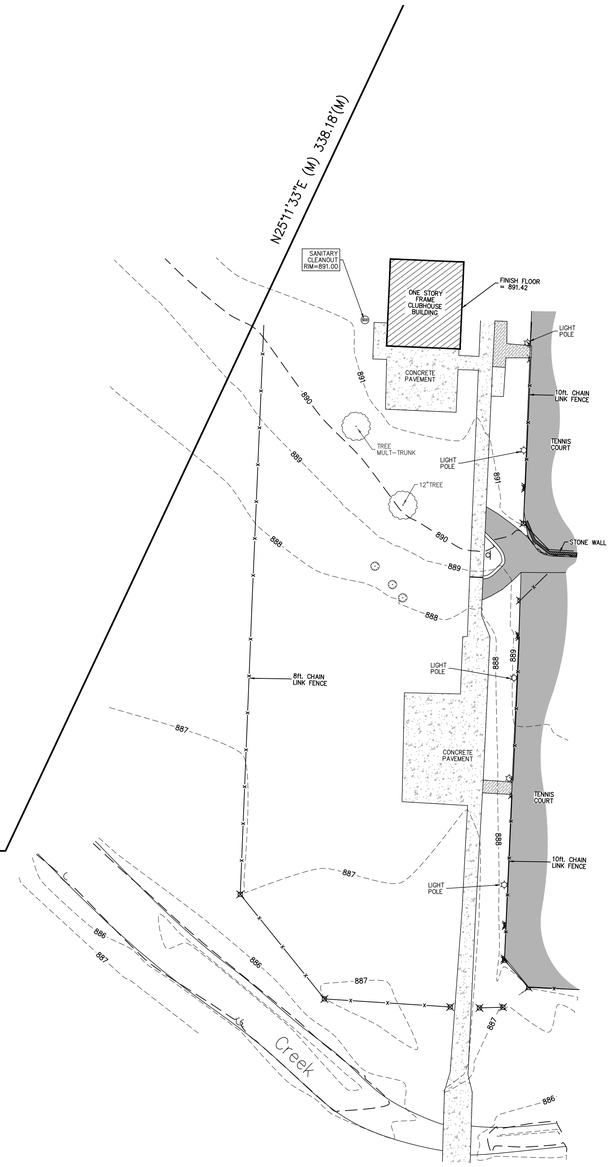
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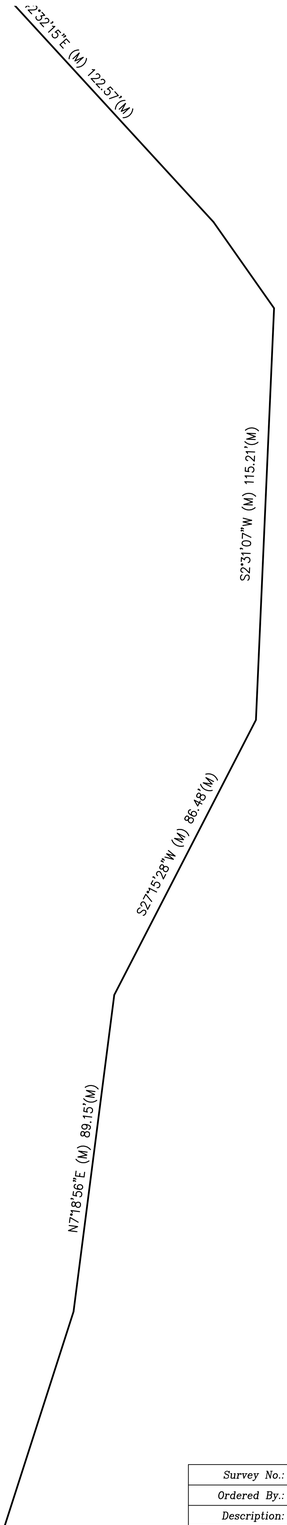
0' 10' 20' 40'

SCALE: 1" = 20'

BASIS OF BEARINGS

ILLINOIS STATE PLANE COORDINATES
EAST ZONE NAD 83 (1201)





JACOB & HEFNER
ASSOCIATES
1333 Butterfield Road, Suite 300, Downers Grove, IL 60515
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SHEET 2 OF 2

H:\G\G624\S\DWG\TOPO\G624_TOPO.DWG

Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: November 15, 2022

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Shops at Terra Cotta – Papa Saverio's

Request: Final Planned Unit Development Amendment to allow changes to the exterior elevations and site plan for an addition to the building

Petitioner: Kevin Anderson, petitioner
540 E. Terra Cotta Avenue

PZC Recommendation: To approve the Planning and Zoning Commission (PZC) recommendations and adopt an Ordinance granting the Final Planned Unit Development Amendment for the Shops at Terra Cotta at 540 E. Terra Cotta Avenue.

Staff Contact: Kathryn Cowlin, Director of Community Development
Elizabeth Maxwell, City Planner

Background:

- The site is an existing multi-tenant retail center. The Papa Saverio's took the Taylor Street Pizza end cap location. They currently have an outdoor patio area.
- The outdoor patio space would be removed and the building addition would fill this landscaped area, leaving a three-foot landscape strip along the building.
- The restaurant will use the front portion of the expansion and the owner will try to get an office tenant in the rear portion.
- The building will match the materials of the existing elevation.

PZC Highlights:

- A few Commission members questioned the loss of outdoor seating since many restaurants are asking for more outdoor seating to accommodate customers. The petitioner explained a minimum number of seats is required by the State to qualify for video gaming.

- The PZC asked the petitioner to work with staff on the final changes to the elevations, as well as the landscape plan.
- The PZC found that this request meets the Findings of Fact.

The PZC recommended **approval (4-0)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Kaya Properties, received 09/08/22)
   B. Plan (KADD Assoc/LAA Architects, dated 08/28/22, received 09/08/22)

2. Work with staff to enhance the elevations and create a column element at the front corner of the extended tenant space that replicates the material accents and top cap structure of the adjacent tenant space. **(Amended by PZC)**

3. Work with staff to replace the missing landscaping between the parking lot and the sidewalk along Route 176. **(Amended by PZC)**

4. The petitioner shall comply with all of the requirements of the Community Development, Engineering and Public Works, and Fire Rescue Departments, as well as the City's storm water consultant.

Votes Required to Pass: A simple majority.

Acknowledgement Form

Regarding the Planned Unit Development Amendment at 540 E. Terra Cotta Avenue. Please check one of the choices and sign below.

- [x] 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).

- [ ] 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:

_____

_____

Petitioner's Name: _____ Date: 11/07/2022
Signature

Recommended Conditions:

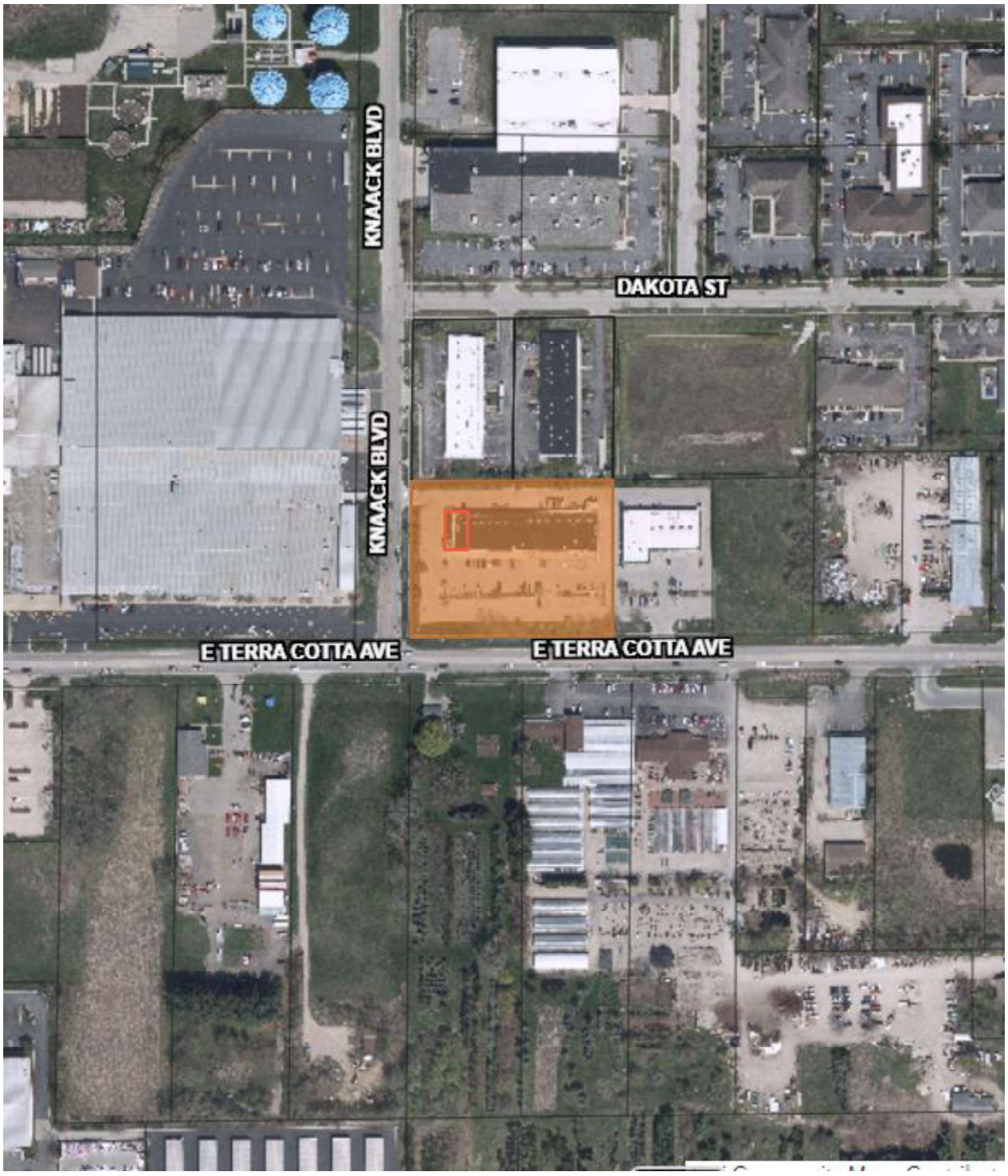
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4. The petitioner shall comply with all of the requirements of the Community Development, Engineering and Public Works, and Fire Rescue Departments, as well as the City's storm water consultant.

PIQ MAP
540 E. Terra Cotta Avenue



Ord. No.
File No.

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A FINAL PLANNED UNIT DEVELOPMENT AMENDMENT FOR A BUILDING ADDITION AT 540 E. TERRA COTTA AVENUE

WHEREAS, pursuant to the terms of a Petition (File #PLN-2022-207) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Final Planned Unit Development Amendment to allow changes to the exterior elevations and site plan for an addition to the building for the Shops at Terra Cotta for Papa Saverio's at 540 E. Terra Cotta Avenue; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on October 15, 2022 in the Northwest Herald, held a public hearing at 7:00 p.m., on November 2, 2022, at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Final Planned Unit Development Amendment; and

WHEREAS, on November 2, 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 Final Planned Unit Development Amendment be approved, as documented in the minutes, and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Final Planned Unit Development Amendment be issued as requested in said Petition.

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

Section I: Final Planned Unit Development Amendment to allow changes to the exterior elevations and site plan for an addition to the building for the Shops at Terra Cotta for Papa Saverios for the property commonly known as at 540 E. Terra Cotta Avenue (14-33-277-011), Crystal Lake, Illinois is hereby approved.

Section II: Said Special Use Permit Amendment is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Kaya Properties, received 09/08/22)
   B. Plan (KADD Assoc/LAA Architects, dated 08/28/22, received 09/08/22)

Draft

2. Work with staff to enhance the elevations and create a column element at the front corner of the extended tenant space that replicates the material accents and top cap structure of the adjacent tenant space.

3. Work with staff to replace the missing landscaping between the parking lot and the sidewalk along Route 176.

4. The petitioner shall comply with all of the requirements of the Community Development, Engineering and Public Works, and Fire Rescue Departments, as well as the City's storm water consultant.

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

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

DATED at Crystal Lake, Illinois, this 15th day of November, 2022.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

Passed: November 15, 2022
Approved: November 15, 2022

Draft

#2022-207
540 E. Terra Cotta Road – Shops at Terra Cotta – Papa Saverio's – Final PUD Amendment
Project Review for Planning and Zoning Commission

Meeting Date: November 2, 2022

Request: Final Planned Unit Development Amendment to allow changes to the exterior elevations and site plan for an addition to the building.

Location: 540 E. Terra Cotta Avenue

Acreage: Approximately 2.3 acres

Existing Zoning: B-2 PUD General Commercial

Surrounding Properties:
North: M Manufacturing
South: B-2 PUD General Commercial
East: B-2 PUD General Commercial
West: M Manufacturing

Staff Contact: Elizabeth Maxwell (815.356.3615)

Background:

- The site is an existing multi-tenant retail center. The Papa Saverio's took the Taylor Street Pizza end cap location. They currently have an outdoor patio area.
- The outdoor area would be removed and the building extended into this patio and green space.

Development Analysis:

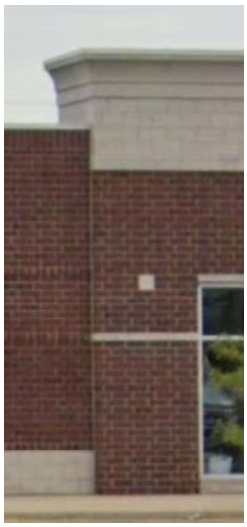
Site Layout:

- Changes to the site layout include the increased footprint of the building, removal of the outdoor area and reduction in green space alongside the building. The remaining site parking lot layouts are remaining the same.

Building Elevations:

- The building addition is an extension of the existing façade featuring the reddish brown brick and white block base.
- The awnings will be duplicated over the two new widow bays.

- The building has a symmetry to it with the end caps featuring a lower flat roof then every other tenant space between a taller white parapet and top cap.
- This new end space would extend the flat end unit, to break up this long expanse, the corner of the addition shall have a column that replicates the material accents and top cap structure of the adjacent tenant space.



Landscape:

- New landscape will be added in the three-foot area along the building foundation.

Floor Plan:

- The floor plan as illustrated does not comply with the regulations for future video gaming.
- The petitioner has illustrated video gaming. Video gaming is not allowed for this use type. The petitioner would need to add a hostess stand and locate the video gaming behind a partial barrier that is visible from staff and not visible to the outside.

Findings of fact:

Planned Unit Development Amendment

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.

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. If the evidence is not found to justify such conditions, that fact shall be reported to the City Council with a recommendation that the variation request be lessened or denied.

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

Article 4-400 F Landscape Foundation Landscaping

- Five-foot-wide landscape around all perimeters of buildings containing both deciduous and evergreen species of tree and shrubs providing an interesting visual pattern around the building.
    - After the expansion of the building, a three-foot green space is left. The petitioner is adding landscape materials to this space to soften the appearance of the base of the building.

Comprehensive Land Use Plan 2030 Summary Review:

The Comprehensive Plan designates the subject property as Commerce, which allows for current and future retail and service uses. The restaurant fits within this category. The following goals are applicable to this request:

Land Use: Commerce

Goal: Maintain a dynamic and sustainable base of commercial uses that provides a solid tax base, goods, services, and jobs to the City, as well as the surrounding region through coordination in the Unified Development Ordinance, Comprehensive Land Use Plan and Economic Development Strategic Plan.

This can be accomplished with the following supporting action:

Supporting Action: Promote, retain, and attract businesses that provide a diverse tax base.

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 (Kaya Properties, received 09/08/22)
    B. Plan (KADD Assoc/LAA Architects, dated 08/28/22, received 09/08/22)

2. Enhance the elevations and create a column element at the front corner of the extended tenant space that replicates the material accents and top cap structure of the adjacent tenant space.

3. Replace the missing landscaping between the parking lot and the sidewalk along Route 176.

4. The petitioner shall comply with all of the requirements of the Community Development, Engineering and Public Works, and Fire Rescue Departments, as well as the City's storm water consultant.

City of Crystal Lake
Development Application
Ownership Sign-off Acknowledgement Form

The following information is related to a development application. As the owner of the property in question, I (we) acknowledge that the information provided in the submittal was reviewed and approved.

Owner Information

Name: Kaya Properties of Crystal Lake LLC

Address: 120 Arboretum Dr., North Barrington, IL 60010

Phone: [redacted]

E-mail: [redacted]

Project Name & Description: Terra Cotta Shops Addition

Extension of the existing structure to the west to provide additional square footage for Papa Saverio's pizzeria.

Project Address/Location: 540 E. Terra Cotta Ave, Crystal Lake, IL 60014/West end of the structure

Signature

09/08/2022

Owner: Print and Sign name — Date

NOTE: If the property is held in a 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, NOVEMBER 2, 2022
HELD AT THE CRYSTAL LAKE CITY COUNCIL CHAMBERS

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

CALL TO ORDER

On roll call, members, Atkinson, Greenman, Gronow, and Repholz were present. Skluzacek and Teetsov were absent.

Elizabeth Maxwell, City Planner was 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.

2022-207 – 540 E. TERRA COTTA AVENUE – FINAL PUD AMENDMENT

Final Planned Unit Development Amendment to allow changes to the exterior elevations and site plan for a building addition.

Mr. Kevin Anderson, architect with KADD architects and Inder Virk, property owner, were present to represent the petition. Mr. Anderson noted that the operator of the Papa Saverio's restaurant was unable to attend tonight's meeting. Mr. Anderson explained they will be expanding the footprint the entire length of the building even though the pizza restaurant only needs the front portion, it just looks better. The restaurant is trying to apply for video gaming in the future and the state has a minimum number of seats required. The addition is approximately 15 ½ feet wide by 65 feet in length. He also stated they can address the staff comments about changes to the floor plan.

Mr. Greenman asked if the petitioners agreed with the recommended conditions. Mr. Virk said they can do some landscape. They were thinking of adding more signage along the street frontage. Mr. Greenman suggested they work with staff on the landscape. He just bought the property in April so they can do some improvements. He also noted that there will be about 30 or 40 feet in the rear of the new addition where they would like to put another tenant, possibly an office user. Staff confirmed office is an acceptable use in the commercial zoning district and he would just need to work with the building division on life safety codes and occupancy.

Mr. Greenman opened the public hearing. There being no one in the audience wishing to speak, he closed the public hearing.

Staff summarized the request highlighting the elevation and suggested addition to the parapet. Mr. Anderson said they have designed the addition to match the existing building elements.

Mr. Greenman said that is good that they are willing to work with staff on changes to the elevation.

Mr. Gronow asked if they are adding foundation base landscape. Mr. Anderson confirmed that they will have landscape along the building. He asked about changes to the floor plan and Mr. Greenman noted that will be under review by the City Manager's Office for the gaming requirements.

Ms. Repholz said she is slightly concerned since they are removing the outdoor seating and they have seen requests from so many restaurants asking to add outdoor seating areas. Mr. Virk spoke with the operator and confirmed that their seating area receives very little use. She also asked if they would be okay on parking since they are adding more tables and chairs. Staff noted that with the current tenant mix there are always available spaces in the center. Staff did not have any concerns with adding seats.

Mr. Atkinson said he has no concerns and notes there is plenty of parking on the site. He said to work with staff on the outside landscaping and architecture of the addition.

Mr. Greenman supported what they are proposing and said they meet the Findings of Fact. He noted although they did not change the conditions, they are all meant to be work with staff on the building and landscape.

Mr. Atkinson made a motion to approve the Final Planned Unit Development Amendment allowing changes to the building and site with the following recommendations:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Kaya Properties, received 09/08/22)
   B. Plan (KADD Assoc/LAA Architects, dated 08/28/22, received 09/08/22)

2. Work with staff to enhance the elevations and create a column element at the front corner of the extended tenant space that replicates the material accents and top cap structure of the adjacent tenant space. **(Amended by PZC)**

3. Work with staff to replace the missing landscaping between the parking lot and the sidewalk along Route 176. **(Amended by PZC)**

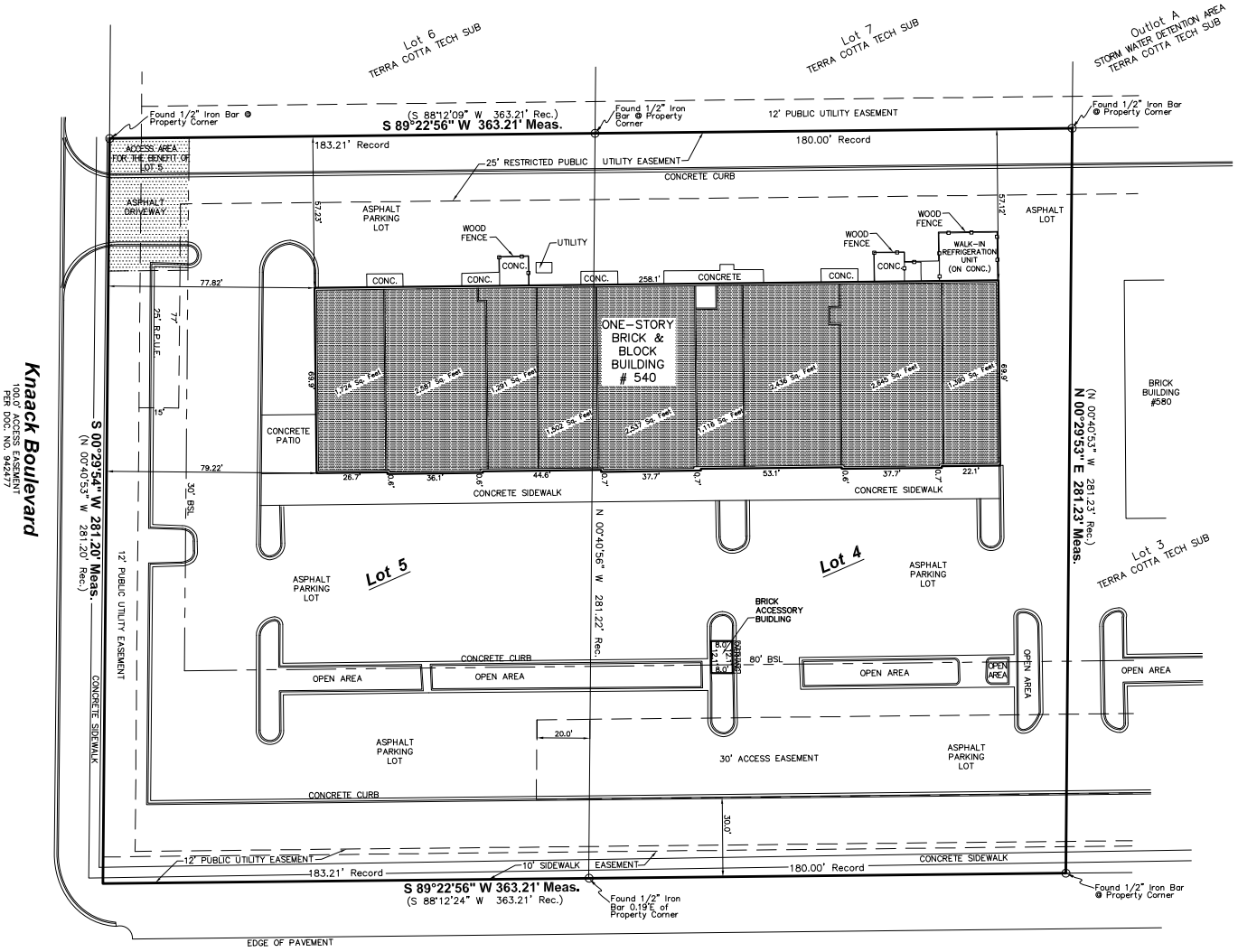
4. The petitioner shall comply with all of the requirements of the Community Development, Engineering and Public Works, and Fire Rescue Departments, as well as the City's storm water consultant.

Ms. Repholz seconded the motion. On roll call Members Atkinson, Gronow, Repholz and Greenman voted yes. Motion passed.

Plat of Survey

LEGAL DESCRIPTION: LOT 4 AND 5 IN TERRA COTTA TECH SUBDIVISION, BEING A SUBDIVISION IN PART OF THE NORTHEAST 1/4 OF SECTION 33 AND THE RESUBDIVISION OF LOTS 3, 4, 5, AND 8, IN ROBERT BARTLETT'S CRYSTAL LAKE ACRES, BEING A PART SUBDIVISION OF PART OF SAID EAST HALF, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 11, 1961, AS DOCUMENT NO. 380025, IN TOWNSHIP 43 NORTH,, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 26, 2001, AS DOCUMENT NO. 2001R0099416, IN MCHENRY COUNTY, ILLINOIS

PARCEL AREA: 102,120 Sq. Feet
2.34 Acres



East Terra Cotta Avenue (A.K.A. Illinois Route 176)

JEFFREY A. SPARKS 35-5898 PROFESSIONAL LAND SURVEYOR STATE OF ILLINOIS CRYSTAL LAKE, ILLINOIS

THIS DOCUMENT IS NOT VALID WITHOUT THE SURVEYOR'S SEAL.

STATE OF ILLINOIS } s.s.
COUNTY OF MCHENRY }

IN MY PROFESSIONAL OPINION, AND BASED ON MY OBSERVATIONS, I HEREBY CERTIFY THAT THE PLAT HEREON DRAWN IS A TRUE REPRESENTATION OF SAID SURVEY. THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

DATED July 22, 2021

JEFFREY A. SPARKS, ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3898.
REGISTERED AGENT FOR LUCO SURVEYING (PROFESSIONAL DESIGN FIRM NO. 184.007972),
LICENSE TO BE RENEWED NOVEMBER 30, 2022.

NOTES:
*COMPARE THE DESCRIPTION ON THIS PLAT WITH YOUR DEED AND REPORT ANY DIFFERENCE, IMMEDIATELY.
*ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF.
*BEARINGS AS SHOWN ARE ASSUMED AND ARE SO INDICATED FOR INTERIOR ANGLES ONLY.
*BUILDING LINES AND EASEMENTS AS SHOWN ARE BASED SOLELY ON PROVIDED DOCUMENTS.
*UTILITIES WITHIN EASEMENTS OR UNDERGROUND UTILITIES (IF ANY), INCLUDING, BUT NOT LIMITED TO CONDUITS AND CABLES ARE NOT SHOWN HEREON.

LEGEND
- SET IRON PIPE
- FOUND IRON PIPE
- FOUND "X"
- FOUND PK NAIL
- STREET LIGHT
- B-BOX
- WATER VALVE VAULT
- FIRE HYDRANT
- MANHOLE
- STORM MANHOLE
- JUNCTION BOX
- POWER POLE
- ELECTRIC TRANSFORMER
- WOOD FENCE
- CL/METAL/WIRE FENCE
- PLASTIC/VINYL FENCE

LUCO SURVEYING
54 Lou Street, Crystal Lake, IL 60014
A Division of Polaris Surveying, Inc.
Ph: (815) 526-3974 Fax: (815) 526-3984
E-mail: admin@lucosurveying.com

Common Address: 540 E. Terra Cotta Ave, Crystal Lake, IL
PIN: 14-33-277-011

Job Number: 21-64664 Drafted By: BSE

Client: Home State Bank Reference: N/A

Field Work Completion: 07/17/21 Revisions:

30 0 15 30 60 120

P.U.D. AMENDMENT PRELIMINARY SUBMITTAL

PROPOSED ADDITION TO TERRA COTTA SHOPS SHOPPING PLAZA (PAPA SAVERIO'S PIZZERIA)

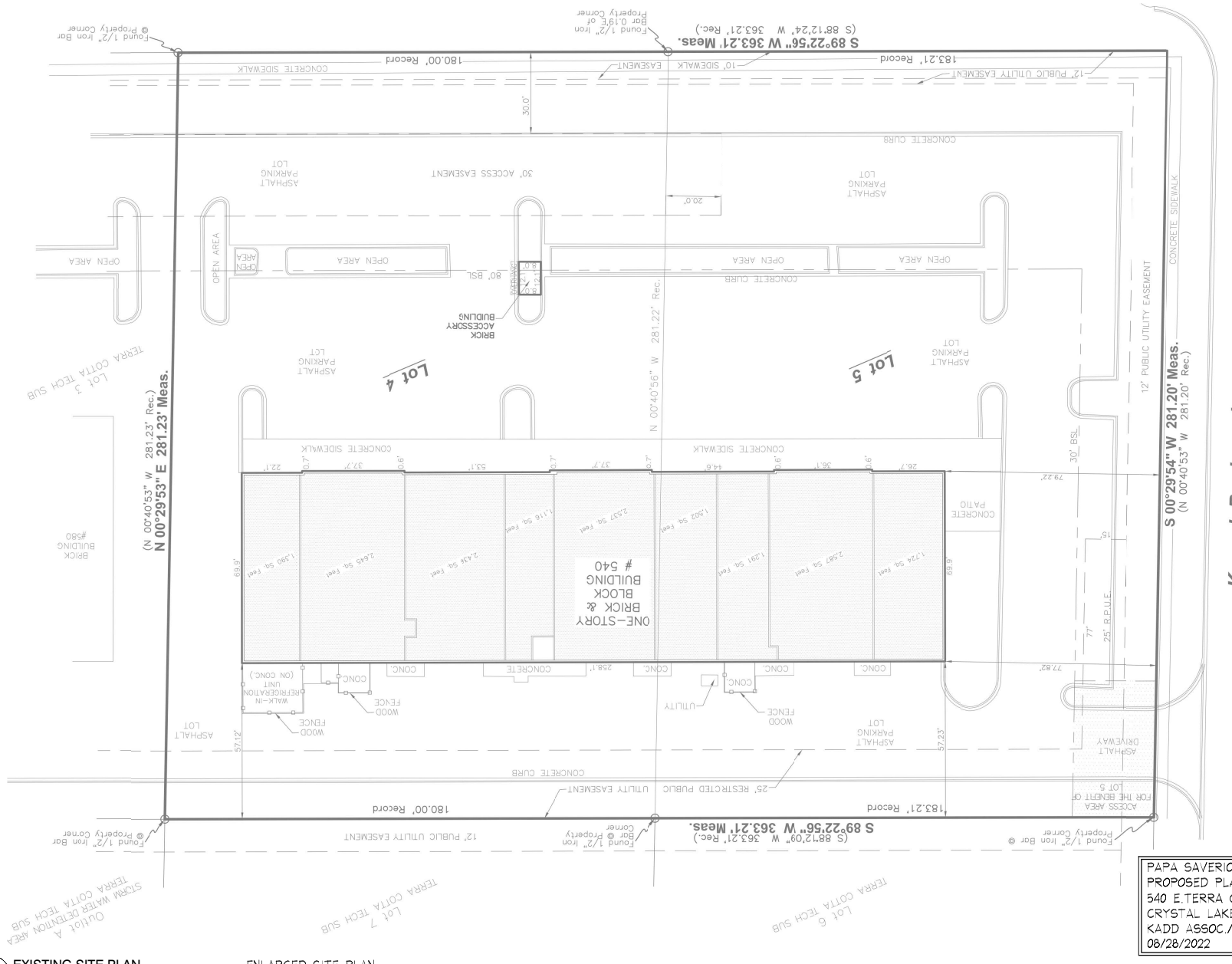
540 TERRA COTTA AVE (RTE 176) CRYSTAL LAKE , Il 60014

OWNER: KAYA PROPERTIES of CRYSTAL LAKE, LLC., 120 ARBORETUM DR. NO.BARRINGTON, il 60010





PAPA SAVERIOS' PIZZERIA
PROPOSED PLAZA ADDITION
540 E.TERRA COTTA (176)
CRYSTAL LAKE, IL 60014
KADD ASSOC./LAA ARCHITECTS
08/28/2022

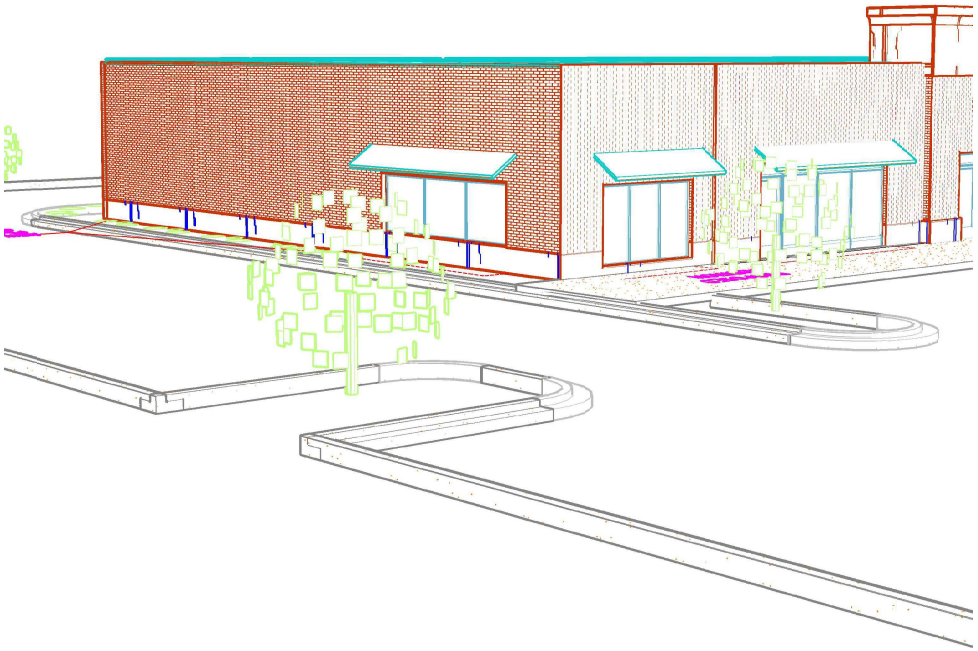


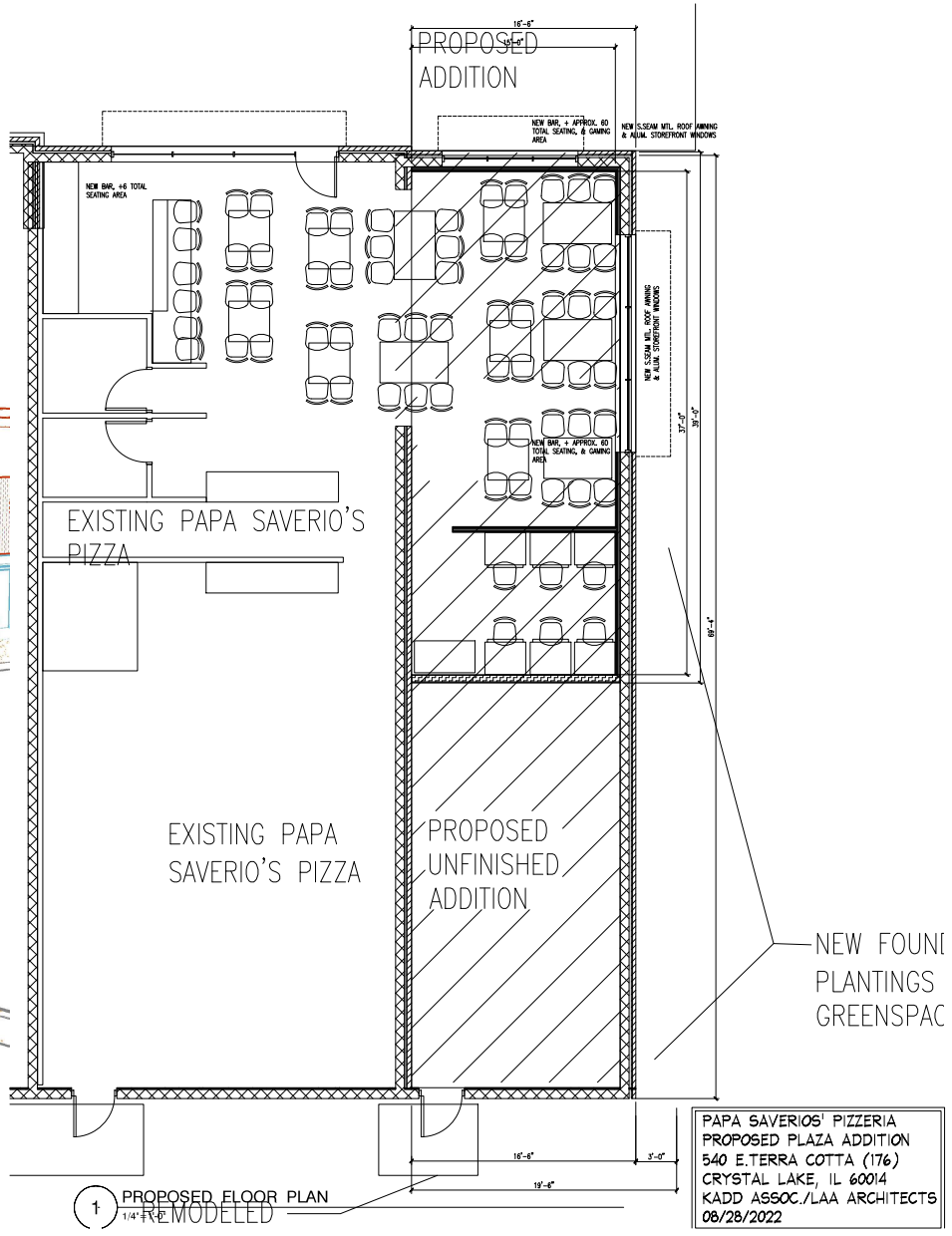
PAPA SAVERIOS' PIZZERIA
PROPOSED PLAZA ADDITION
540 E.TERRA COTTA (176)
CRYSTAL LAKE, IL 60014
KADD ASSOC./LAA ARCHITECTS
08/28/2022

1 EXISTING SITE PLAN ENLARGED SITE PLAN

PAPA SAVERIOS' PIZZERIA
PROPOSED PLAZA ADDITION
540 E.TERRA COTTA (176)
CRYSTAL LAKE, IL 60014
KADD ASSOC./LAA ARCHITECTS
08/28/2022

1 PROPOSED SITE PLAN ENLARGED SITE PLAN





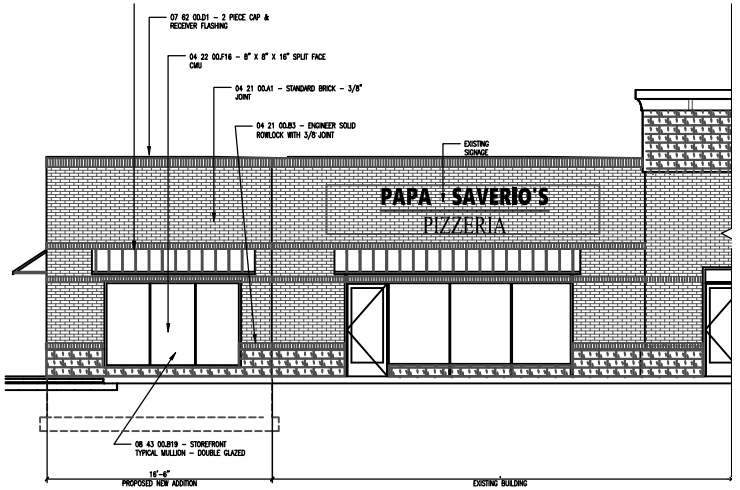
PAPA SAVERIOS' PIZZERIA
PROPOSED PLAZA ADDITION
540 E.TERRA COTTA (176)
CRYSTAL LAKE, IL 60014
KADD ASSOC./LAA ARCHITECTS
08/28/2022



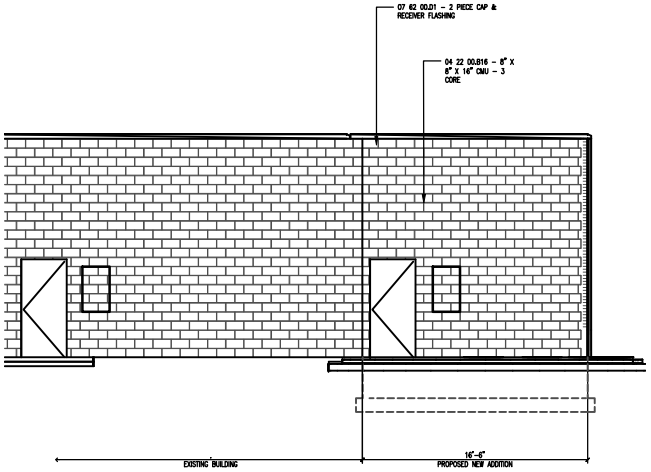
1 EXISTING PHOTO — SOUTHWEST VIEW
na



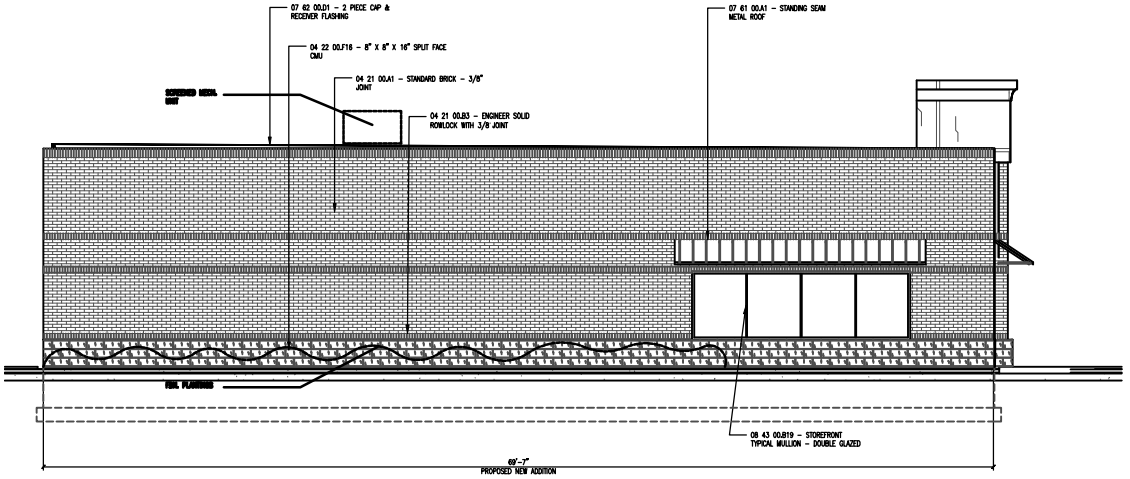
2 RENDERING — SOUTHWEST VIEW
na



5 SOUTH ELEVATION [FRONT]
1/4"=1'-0"

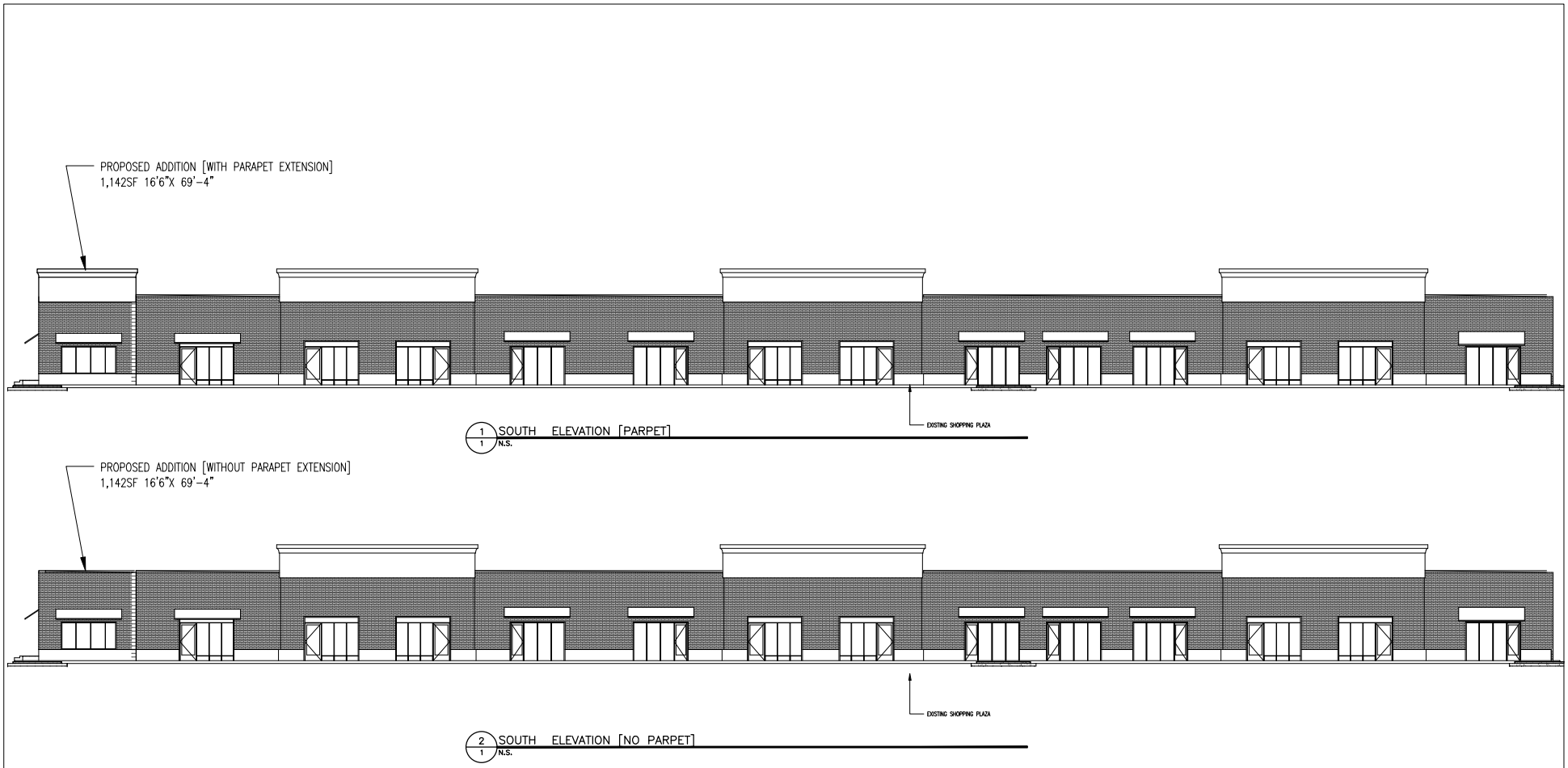


3 NORTH ELEVATION [REAR]
1/4"=1'-0"



4 WEST ELEVATION
1/4"=1'-0"

PAPA SAVERIOS' PIZZERIA
PROPOSED PLAZA ADDITION
540 E.TERRA COTTA (176)
CRYSTAL LAKE, IL 60014
KADD ASSOC./LAA ARCHITECTS
08/28/2022


PROPOSED ADDITION [WITH PARAPET EXTENSION]
1,142SF 16'6"X 69'-4"
EXISTING SHOPPING PLAZA
1/1 SOUTH ELEVATION [PARPET]
N.S.
PROPOSED ADDITION [WITHOUT PARAPET EXTENSION]
1,142SF 16'6"X 69'-4"
EXISTING SHOPPING PLAZA
2/1 SOUTH ELEVATION [NO PARPET]
N.S.

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date:	November 15, 2022
Item:	REPORT OF THE PLANNING & ZONING COMMISSION Monopine Wireless Communications Tower
Request:	Special Use Permit for a Wireless Communication Tower and Variations from Article 2-400 to allow the Monopine style tower and for the tower to be setback less than 110% of the height of the tower from the west, east and south property lines
Petitioner:	Michael Howley, Petitioner 1S 660 Midwest Road, Suite 140, Oakbrook Terrace
PZC Recommendation:	To deny the proposed Monopine Wireless Communication Tower
Staff Contact:	Kathryn Cowlin, Director of Community Development Elizabeth Maxwell, City Planner

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Background:

- The cell company, T-Mobile, has a coverage need surrounding the Three Oaks Recreation Area, the proposed Water's Edge Development and the Crystal Lake Plaza Shopping Center. They have requested a company find a tower location to meet their coverage needs.
- The location selected is an existing lot zoned Manufacturing, which is the correct zoning for wireless towers. Wireless towers are only permitted by a special use permit in the Manufacturing, Manufacturing-Limited and Estate zoning districts.
- This location was selected since it contained an existing tree line that would screen and blend with the proposed Monopine design. A variation is required for the Monopine design since the special use permit criteria require towers to be painted to match the sky. The Monopine design provides greater camouflage than simple paint.
- The narrowness of the existing lot is resulting in the tower not meeting the 110% (121-foot) setback requirement.
    - The tower would be 52 feet from the west property line (adjacent property is industrial)

- The tower would be 100 feet from the east property line (adjacent property is the residential portion of the proposed Water's Edge development)
- The tower would be 65 feet from the south property line (adjacent property is the Three Oaks Recreation Area retention basin)

- Following the PZC meeting, the petitioner agreed to move the tower further west to ensure a larger setback from the proposed Water's Edge development.

PZC Highlights:

- Attorneys for the Water's Edge development and a wireless communication tower owner located 2,400 feet away objected to the proposed tower. Attorney Burney objected to the tower due to the variation request and proximity to the Water's Edge development. Attorney Turner objected to the tower since it is a half mile from his client's tower, although noting that it is not a requirement of the City to co-locate.
- The Commission stated the petitioner did not meet the hardship requirement for the setback variation.
- The PZC found that this request did not meet the Findings of Fact.

The PZC recommended **denial (4-0)** of the petitioner's request.

If the City Council chooses to accept the PZC recommendation, it should consider approval of a resolution (draft attached) that elaborates on the bases for the denial of the Petition.

If the City Council chooses to approve the request, the following conditions are recommended:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Koch, received 07/28/22)
   B. Narrative Letter (Insite, dated 08/18/22, received 08/26/22)
   C. Fall Zone Letter (Valmont, dated 08/24/22, received 08/26/22)
   D. Site Design (Edge, dated 08/02/22, received 08/26/22)
   E. Site Photos (Edge, dated 10/24/22, received 10/27/22)
   F. Radio Frequency Letters (Bernardo, undated, received 08/26/22 and 10/25/22)
   G. Coverage Map (undated, received 08/26/22)
   H. Emission Report (Waterford, dated 07/18/22, received 08/26/22)

2. No outside storage shall be allowed on any facility site.

3. Towers shall not be artificially lit, unless required by the FAA or other applicable authority.

4. A single sign measuring no more than two square feet in size can be located on or near the tower, and shall identify the tower owner, the street address of the tower, the owner's identification code for the tower, and a twenty-four-hour emergency contact telephone number.

5. No commercial advertising shall be allowed on the tower or its related facilities.

6. The petitioner shall work with staff to enhance the landscaping buffer along the property lines, especially to the east.

7. The driveway leading to the new cell tower will need to be paved per City standards.

8. If any portion of the equipment structure is visible above the fence the entire structure shall be constructed of brick. Any metal structure shall be painted a light grey or sky color to blend in.

9. The structural integrity of the tower and antenna will continue to comply with state and federal standards, local building codes, and the applicable standards for towers published by the American National Standards Institute (ANSI), as amended. If, upon inspection, it is determined a tower fails to comply with such standards and constitutes a danger to persons or property, the owner shall be notified that he/she has 30 days to bring the tower into compliance. Failure to bring the tower into compliance within 30 days shall constitute grounds for the removal of the tower at the owner's expense.

10. The tower and antennas shall meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the state or federal government that regulates towers and antennas. If such standards and regulations change, owners shall be responsible for bringing the towers and antennas into compliance with the changed standards and regulations within six months of their effective date, unless a different compliance schedule is mandated by the controlling regulations (Failure to bring towers and antennas into compliance shall constitute grounds for removal of the tower or antenna, at the owner's expense.).

11. The monopine pole camouflaging elements must be maintained and the upkeep of the appearance/finish of the materials is the responsibility of the pole owner or property owner. Any missing camouflaging elements must be replaced if found missing, any debris that is blown into the camouflaging must be removed and any debris that sheds from the pole must be cleaned by the pole owner or property owner.

12. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works and Engineering, Fire and Police Departments.

A draft ordinance is included in this packet that would provide for such approval pursuant to these conditions and other additional conditions intended to protect the City in the event of any court challenge.

Finally, if the City Council desires to approve the request but subject to a further condition that the easterly setback (adjacent to Water's Edge) comport with the requirements of the UDO, the packet includes an alternative draft approval ordinance.

Votes Required to Pass: For the passage of an ordinance granting relief for the wireless communication tower, a super majority (5 votes) is required. For the resolution denying the petition, a simple majority vote is required.

Ord. No.
File No.

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A SPECIAL USE PERMIT WITH VARIATIONS FOR A MONOPINE WIRELESS COMMUNICATIONS TOWER AT 269 LIBERTY ROAD

WHEREAS, pursuant to the terms of a Petition (File #PLN-2022-199) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Special Use Permit with Variations from the SUP criteria for style/design and from the required setbacks to allow a new Monopine Wireless Communications Tower at the lot commonly known as 269 Liberty Road and identified as P.I.N. 19-09-104-015 (the "***Property***"); and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on September 17, 2022 in the Northwest Herald, held a public hearing at 7:00 p.m., on November 2, 2022, at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit; and

WHEREAS, on November 2, 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 Special Use Permit be denied, as documented in the minutes, and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Special Use Permit be issued as requested in said Petition.

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

Section I: That a Special Use Permit with Variations to allow the Monopine Wireless Communication Tower at the property commonly known as at 269 Liberty Road (19-09-104-015), Crystal Lake, Illinois is hereby approved.

Section II: Said Special Use Permit is issued with the following conditions:

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

Draft

A. Application (Koch, received 07/28/22)
B. Narrative Letter (Insite, dated 08/18/22, received 08/26/22)
C. Fall Zone Letter (Valmont, dated 08/24/22, received 08/26/22)
D. Site Design (Edge, dated 08/02/22, received 08/26/22)
E. Site Photos (Edge, dated 10/24/22, received 10/27/22)
F. Radio Frequency Letters (Bernardo, undated, received 08/26/22 and 10/25/22)
G. Coverage Map (undated, received 08/26/22)
H. Emission Report (Waterford, dated 07/18/22, received 08/26/22)

2. No outside storage shall be allowed on any facility site.

3. Towers shall not be artificially lit, unless required by the FAA or other applicable authority.

4. A single sign measuring no more than two square feet in size can be located on or near the tower, and shall identify the tower owner, the street address of the tower, the owner's identification code for the tower, and a twenty-four-hour emergency contact telephone number.

5. No commercial advertising shall be allowed on the tower or its related facilities.

6. The petitioner shall work with staff to enhance the landscaping buffer along the property lines, especially to the east.

7. The driveway leading to the new cell tower will need to be paved per City standards.

8. If any portion of the equipment structure is visible above the fence the entire structure shall be constructed of brick. Any metal structure shall be painted a light grey or sky color to blend in.

9. The structural integrity of the tower and antenna will continue to comply with state and federal standards, local building codes, and the applicable standards for towers published by the American National Standards Institute (ANSI), as amended. If, upon inspection, it is determined a tower fails to comply with such standards and constitutes a danger to persons or property, the owner shall be notified that he/she has 30 days to bring the tower into compliance. Failure to bring the tower into compliance within 30 days shall constitute grounds for the removal of the tower at the owner's expense.

10. The tower and antennas shall meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the state or federal government that regulates towers and antennas. If such standards and regulations change, owners shall be responsible for bringing the towers and antennas into compliance with the changed standards and regulations within six months of their effective date,

Draft

unless a different compliance schedule is mandated by the controlling regulations (Failure to bring towers and antennas into compliance shall constitute grounds for removal of the tower or antenna, at the owner's expense.).

11. The monopine pole camouflaging elements must be maintained and the upkeep of the appearance/finish of the materials is the responsibility of the pole owner or property owner. Any missing camouflaging elements must be replaced if found missing, any debris that is blown into the camouflaging must be removed and any debris that sheds from the pole must be cleaned by the pole owner or property owner.

12. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works and Engineering, Fire and Police Departments.

13. The petitioner shall reimburse the City for all of its costs (including recordation, engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or enforcement of this Ordinance. Any amount required by this section that is not paid within 60 days after delivery of a demand in writing for such payment shall, along with the interest and costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

Draft

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

Section IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law; provided, however, that this Ordinance shall be of no force or effect unless and until the petitioners and owner of the Property (collectively, the "***Applicants***") have caused a duly authorized persons to execute and thereafter file with the City their 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 Applicants do 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 Recorder of Deeds.

DATED at Crystal Lake, Illinois, this 15th day of November, 2022.

City of Crystal Lake, an
Illinois municipal corporation

Ord. No.
File No.

Haig Haleblian, MAYOR

SEAL

ATTEST:

Nick Kachiroubas, CITY CLERK

Passed: November 15, 2022
Approved: November 15, 2022

Draft

Ord. No.
File No.

EXHIBIT A

Unconditional Agreement and Consent

Pursuant to Section IV of Crystal Lake Ordinance No. _____ and to induce the City of Crystal Lake to grant the approvals provided for in such Ordinance, the undersigneds acknowledge for the Applicants and their successors and assigns in title to the Property that the Applicants:

1. have read and understand all of the terms and provisions of said Ordinance No. _____;

2. hereby unconditionally agree to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of Ordinance No. _____ and any amendments thereto; the City of Crystal Lake's Unified Development Code; and all other applicable codes, ordinances, rules, and regulations;

3. acknowledge and agree 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 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 Applicants against damage or injury of any kind and at any time;

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

5. agree to and do 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 Property or any City action respecting the Petition for Relief for the Property, including without limitation the adoption of this Ordinance or granting the approvals to the Applicants pursuant to the Ordinance (or claims relating to any ordinance or code provision pursuant to which the relief granted by this Ordinance 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 Applicants hereby agree to reimburse the City for its attorneys' fees and costs incurred in connection of such defense of claims; and

6. represent and acknowledge that the persons signing this Unconditional Agreement and Consent are duly authorized to do so on behalf of the Applicants.

Draft

[SIGNATURE PAGE TO FOLLOW]

Owner: Calypso Ventures LLC

By:_____
Its:_____

Petitioner: Insite Inc.

By:_____
Its:_____

Petitioner: VB BTS II, LLC

By:_____
Its:_____

Draft

Ord. No.
File No.

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A SPECIAL USE PERMIT WITH VARIATIONS FOR A MONOPINE WIRELESS COMMUNICATIONS TOWER AT 269 LIBERTY ROAD

WHEREAS, pursuant to the terms of a Petition (File #PLN-2022-199) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Special Use Permit with Variations from the SUP criteria for style/design and from the required setbacks to allow a new Monopine Wireless Communications Tower at the lot commonly known as 269 Liberty Road and identified as P.I.N. 19-09-104-015 (the "***Property***"); and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on September 17, 2022 in the Northwest Herald, held a public hearing at 7:00 p.m., on November 2, 2022, at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit; and

WHEREAS, on November 2, 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 Special Use Permit be denied, as documented in the minutes, and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Special Use Permit be issued as requested in said Petition, subject to having the proposed Monopine Wireless Communications Tower located 121 feet from the easterly lot line of the Property.

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

Section I: That a Special Use Permit with Variations to allow the Monopine Wireless Communication Tower at the property commonly known as at 269 Liberty Road (19-09-104-015), Crystal Lake, Illinois is hereby approved.

Section II: Said Special Use Permit is issued with the following conditions:

Draft

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Koch, received 07/28/22)
   B. Narrative Letter (Insite, dated 08/18/22, received 08/26/22)
   C. Fall Zone Letter (Valmont, dated 08/24/22, received 08/26/22)
   D. Site Design (Edge, dated 08/02/22, received 08/26/22)
   E. Site Photos (Edge, dated 10/24/22, received 10/27/22)
   F. Radio Frequency Letters (Bernardo, undated, received 08/26/22 and 10/25/22)
   G. Coverage Map (undated, received 08/26/22)
   H. Emission Report (Waterford, dated 07/18/22, received 08/26/22)

Notwithstanding the foregoing application materials (the "***Plans***"), the Monopine Wireless Communications Tower shall be located 121 feet from the easterly lot line of the Property, and the Plans shall be deemed modified to the minimum extent necessary to accommodate this locational adjustment of the Monopine Wireless Communications Tower.

2. No outside storage shall be allowed on any facility site.

3. Towers shall not be artificially lit, unless required by the FAA or other applicable authority.

4. A single sign measuring no more than two square feet in size can be located on or near the tower, and shall identify the tower owner, the street address of the tower, the owner's identification code for the tower, and a twenty-four-hour emergency contact telephone number.

5. No commercial advertising shall be allowed on the tower or its related facilities.

6. The petitioner shall work with staff to enhance the landscaping buffer along the property lines, especially to the east.

7. The driveway leading to the new cell tower will need to be paved per City standards.

8. If any portion of the equipment structure is visible above the fence the entire structure shall be constructed of brick. Any metal structure shall be painted a light grey or sky color to blend in.

9. The structural integrity of the tower and antenna will continue to comply with state and federal standards, local building codes, and the applicable standards for towers published by the American National Standards Institute (ANSI), as amended. If, upon inspection, it is determined a tower fails to comply with such standards and constitutes a danger to persons or property, the owner shall be notified that he/she has 30 days to bring the tower into compliance. Failure to bring the tower into

Draft

compliance within 30 days shall constitute grounds for the removal of the tower at the owner's expense.

10. The tower and antennas shall meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the state or federal government that regulates towers and antennas. If such standards and regulations change, owners shall be responsible for bringing the towers and antennas into compliance with the changed standards and regulations within six months of their effective date, unless a different compliance schedule is mandated by the controlling regulations (Failure to bring towers and antennas into compliance shall constitute grounds for removal of the tower or antenna, at the owner's expense.).

11. The monopine pole camouflaging elements must be maintained and the upkeep of the appearance/finish of the materials is the responsibility of the pole owner or property owner. Any missing camouflaging elements must be replaced if found missing, any debris that is blown into the camouflaging must be removed and any debris that sheds from the pole must be cleaned by the pole owner or property owner.

12. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works and Engineering, Fire and Police Departments.

13. The petitioner shall reimburse the City for all of its costs (including recordation, engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or enforcement of this Ordinance. Any amount required by this section that is not paid within 60 days after delivery of a demand in writing for such payment shall, along with the interest and costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

Draft

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

Section IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law; provided, however, that this Ordinance shall be of no force or effect unless and until the petitioners and owner of the Property (collectively, the "***Applicants***") have caused a duly authorized persons to execute and thereafter file with the City their 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 Applicants do 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

Ord. No.
File No.

Ordinance having full force and effect, the City Clerk shall cause it to be recorded in the office of the McHenry County Recorder of Deeds.

DATED at Crystal Lake, Illinois, this 15th day of November, 2022.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

Passed: November 15, 2022
Approved: November 15, 2022

Draft

Ord. No.
File No.

EXHIBIT A

Unconditional Agreement and Consent

Pursuant to Section IV of Crystal Lake Ordinance No. _____ and to induce the City of Crystal Lake to grant the approvals provided for in such Ordinance, the undersigneds acknowledge for the Applicants and their successors and assigns in title to the Property that the Applicants:

1. have read and understand all of the terms and provisions of said Ordinance No. _____;

2. hereby unconditionally agree to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of Ordinance No. _____ and any amendments thereto; the City of Crystal Lake's Unified Development Code; and all other applicable codes, ordinances, rules, and regulations;

3. acknowledge and agree 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 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 Applicants against damage or injury of any kind and at any time;

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

5. agree to and do 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 Property or any City action respecting the Petition for Relief for the Property, including without limitation the adoption of this Ordinance or granting the approvals to the Applicants pursuant to the Ordinance (or claims relating to any ordinance or code provision pursuant to which the relief granted by this Ordinance 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 Applicants hereby agree to reimburse the City for its attorneys' fees and costs incurred in connection of such defense of claims; and

6. represent and acknowledge that the persons signing this Unconditional Agreement and Consent are duly authorized to do so on behalf of the Applicants.

Draft

[SIGNATURE PAGE TO FOLLOW]

Owner: Calypso Ventures LLC

By:_____
Its:_____

Petitioner: Insite Inc.

By:_____
Its:_____

Petitioner: VB BTS II, LLC

By:_____
Its:_____

Draft

Res. No. xxxx
File No. xxx

The City of Crystal Lake Illinois

RESOLUTION DENYING A REQUEST FOR SPECIAL USE PERMIT WITH VARIATIONS FOR A MONOPINE WIRELESS COMMUNICATIONS TOWER AT 269 LIBERTY ROAD

Draft

WHEREAS, pursuant to the terms of a Petition (File #PLN-2022-199) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Special Use Permit with Variations from the SUP criteria for style/design and from the required setbacks to allow a new Monopine Wireless Communications Tower at the lot commonly known as 269 Liberty Road and identified as P.I.N. 19-09-104-015 (the "***Property***"); and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on September 17, 2022 in the *Northwest Herald*, held a public hearing at 7:00 p.m., on November 2, 2022, at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit; and

WHEREAS, on November 2, 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 Special Use Permit be denied, as documented in the minutes, and

WHEREAS, under the City's Unified Development Ordinance (the "***UDO***"), wireless communication towers are required to be set back from all lot lines a distance of at least 110% of the height of such tower; and

WHEREAS, notwithstanding the establishment of the 110% setback for wireless communication towers, the Petitioner has requested a variation from this setback requirement along the east, west, and south lot line of the Property; and

WHEREAS, the neighboring lots to the south and west of the Property are nonresidential in character; and

WHEREAS, the Property is located immediately west of a parcel zoned for residential

development (the "***Residential Property***"); and

WHEREAS, the UDO regulations pertaining to wireless communication towers (including the 110% setback), *see* UDO §2-400.C.48, are intended to "protect residential areas and land uses from potential adverse impacts of towers," and to this end the UDO encourages the location of wireless communication towers "in nonresidential areas" "where the adverse impact on the community is minimal," UDO §2-400.C.48(a)(i, ii); and

WHEREAS, the 110% setback helps protect adjoining properties from risk of debris falling from a wireless communication towers, as well as provides a buffer between a wireless communication towers and adjoining properties; and

WHEREAS, the Petitioner's request for a variation from the 110% setback adjacent to the Residential Property does not promote the objectives of the City's regulations and in fact is contrary to the express purposes of the City's regulations as described in the UDO; and

WHEREAS, although the Petitioner contended that the design of the proposed wireless communication tower would preclude the tower from falling directly onto the Residential Property, the Petitioner offered no information on how the adjoining Residential Property will be protected from falling snow, ice, and other debris that forms on or may otherwise accumulate on the tower and its design elements; and

WHEREAS, Petitioner also offered no explanation why it has not sought to locate the wireless communication tower farther west on the Property in order to respect the 110% setback intended to protect the Residential Property; and

WHEREAS, because the Petition encroaches on the 110% setback without presenting offsetting protections for the adjoining Residential Property, the Petition does not satisfy the criteria for a special use permit under the UDO; and

WHEREAS, because the Petition did not offer any compelling explanation for seeking the variation from the 110% setback along the east lot line of the Property rather than locating the proposed wireless communication tower farther west on the Property, the Petition did not satisfy the criteria for obtaining a variation under the UDO; and

WHEREAS, the City Council of the City of Crystal Lake has determined that the granting of a special use permit and variations for a wireless communication tower on the Property as presented in the Petition will disserve the public health, safety, and welfare;

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

SECTION 1: The foregoing recitals are incorporated into and made a part of this Resolution.

SECTION 2: The Petition for zoning relief to install a wireless communication tower at 269 Liberty Road is hereby denied for the reasons hereinabove set forth.

Draft

Section 3: This Resolution shall be in full force and effect from and after its passage, approval and publication as provided by law.

DATED at Crystal Lake, Illinois, this 15th day of November, 2022.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

Passed: November 15, 2022
Approved: November 15, 2022

Draft

#2022-199 Vertical Bridge Monopine Tower
Special Use Permit & Zoning Variation
Project Review for Planning and Zoning Commission

Meeting Date:	November 2, 2022
Request:	A Special Use Permit for a wireless communication tower and variations from Article 2-400 to allow the Monopine style tower and for the tower to be setback less than 110% of the height of the tower from the west, east and south property lines.
Location:	269 Liberty Drive
Acreage:	Approximately 1.2 acres
Existing Zoning:	M (Manufacturing)
Surrounding Properties:	North: B-2 (General Commercial) South: M (Manufacturing) Three Oaks Recreation Area East: B-2 PUD (General Commercial) future Water's Edge West: M PUD (Manufacturing)
Staff Contact:	Kathryn Cowlin (815.356.3798)

Background:

- Existing Use: The property is currently improved with a commercial recreation building that teaches scuba diving.
- The petitioner explored locating the wireless communication facilities on existing private towers and public utilities. According to the petitioner, there are currently no existing structures that could accommodate the communications facility within the petitioner's targeted area.
- The proposed tower is designed as a Monopine to look like a large pine tree. There is a tree line behind the property so the Monopine tower tree will blend with other nearby vegetation.





- UDO Requirements: A special use permit is required for wireless communication towers.
- Variations: The petitioner is requesting variations from two of the criteria:
    - The requirements to paint the tower a grey or sky color requires a variation since they have selected a Monopine design.
    - The requirement for wireless communication facilities to be setback 110% of the height of the tower, or 115.5 feet from all property lines. The tower would be setback only:
        - 52 feet from the west property line
        - 100 feet from the east property line
        - 65 feet from the south property line
- Land Use: The land use map shows the area as Industry. This land use designation is appropriate for this use.
- Zoning: The site is zoned M (Manufacturing).

Proposed Development Description

- The proposed improvement is for a 105-foot Monopine tower in a 50-foot by 50-foot fenced area.
- The fenced area is setback about 260 feet from the roadway. The fence will be an eight-foot solid screening fence and inside will house the equipment.
- There is additional room within the fenced area to accommodate multiple carriers.
- The "pine" branches are manufactured of steel and the "needles" are an artificial material, which has been wind tunnel tested to over 100 mph winds.



2030 Comprehensive Land Use Plan Review:

The Comprehensive Plan designates the subject property as Industry, which allows for existing and future manufacturing uses. The proposed wireless communication tower falls under Community Facilities. This project meets the following goal:

Community Facilities – Public Facilities

Goal: Support the specific needs and goals of public facilities to ensure cooperation between public and city facilities for the health, safety, and needs of the community.

This can be accomplished with the following supporting action:

Supporting Action: Carefully plan for utility service extensions to ensure compatibility with existing infrastructure and land uses.

Findings of Fact:

SPECIAL USE PERMIT

Special Uses require a separate review because of their potential to impact surrounding properties and the orderly development of the City. Section 2-400 of the Unified Development Ordinance establishes standard for all Special Uses in Crystal Lake. The criteria are as follows:

1. That the proposed use is necessary or desirable, at the location involved, to provide a service or facility which will further the public convenience and contribute to the general welfare of the neighborhood or community.

   ☐ *Meets* ☒ *Does not meet*

2. That the proposed use will not be detrimental to the value of other properties or improvements in the vicinity.

   ☒ *Meets* ☐ *Does not meet*

3. That the proposed use will comply with the regulations of the zoning district in which it is located and this Ordinance generally, including, but not limited to, all applicable yard and bulk regulations, parking and loading regulations, sign control regulations, watershed, wetlands, and flood plain regulations, Building and Fire Codes and all other applicable City Ordinances.

   ☐ *Meets* ☒ *Does not meet*

4. That the proposed use will not negatively impact the existing off-site traffic circulation; will adequately address on-site traffic circulation; will provide adequate on-site parking facilities; and, if required, will contribute financially, in proportion to its impact, to upgrading roadway and parking systems.

   ☒ *Meets* ☐ *Does not meet*

5. That the proposed use will not negatively impact existing public utilities and municipal service delivery systems and, if required, will contribute financially, in proportion to its impact, to the upgrading of public utility systems and municipal service delivery systems.

   ☒ *Meets* ☐ *Does not meet*

6. That the proposed use will not impact negatively on the environment by creating air, noise, or water pollution; ground contamination; or unsightly views.

   ☒ *Meets* ☐ *Does not meet*

7. That the proposed use will maintain, where possible, existing mature vegetation; provide adequate screening to residential properties; provide landscaping in forms of ground covers, trees and shrubs; and provide architecture, which is aesthetically appealing, compatible or complementary to surrounding properties and acceptable by community standards, as further detailed in Article 4, Development and Design Standards.

   ☒ *Meets* ☐ *Does not meet*

8. That the proposed use will meet standards and requirements established by jurisdictions other than the City such as Federal, State or County statutes requiring licensing procedures or health/safety inspections, and submit written evidence thereof.

   ☒ *Meets* ☐ *Does not meet*

9. That the proposed use shall conform to any stipulations or conditions approved as part of a Special Use Permit issued for such use.

   ☒ *Meets* ☐ *Does not meet*

10. That the proposed use shall conform to the standards established for specific special uses as provided in this section.

    ☒ *Meets* ☐ *Does not meet*

Radio transmission towers, wireless communication facilities. All radio transmission towers and wireless communication facilities must comply with the following standards:

1. Towers shall be designed to meet the wind loading requirements specified in the American National Standards Institute TIA-222-F Report, as amended.

   ☒ *Meets* ☐ *Does not meet*

   They have submitted documents which show they are complying with this criterion.

2. The owner/applicant shall provide documentation to the City demonstrating that the structural integrity of the towers and antenna will continue to comply with state and federal standards, local building codes, and the applicable standards for towers published by the American National Standards Institute (ANSI), as amended. If, upon inspection, it is determined a tower fails to comply with such standards and constitutes a danger to persons or property, the owner shall be notified that he/she has 30 days to bring the tower into compliance. Failure to bring the tower into compliance within 30 days shall constitute grounds for the removal of the tower at the owner's expense.

   ☒ *Meets* ☐ *Does not meet*

   They have submitted documents which show they are complying with this criterion.

3. Freestanding wireless communication or radio transmission towers shall not exceed 200 feet in height as measured from the tower base to the highest point of the tower and any attached receiving or transmitting device.

   ☒ *Meets* ☐ *Does not meet*

   They have submitted documents which show they are complying with this criterion.

4. Franchises and licenses: The operator shall provide documentation to the City to demonstrate that all franchises and licenses required by law for the construction and/or operation of a tower or antenna have been obtained.

   ☒ *Meets* ☐ *Does not meet*

   They have submitted documents which show they are complying with this criterion.

5. Towers shall either maintain a galvanized steel finish or, subject to any applicable standards of the FAA, be painted a neutral color (i.e., light grey) to reduce visual obtrusiveness or painted in a sky-tone above the top of surrounding trees and in an earth-tone below the treetop level.

   ☒ *Meets* ☐ *Does not meet*

   The proposed tower is a Monopine style to look like a pine tree.

6. At a tower site, the design of buildings and related structures shall, to the maximum extent practicable, use materials, colors and architectural styles that blend into the natural setting and surrounding buildings.

   ☒ *Meets* ☐ *Does not meet*

   They have submitted documents which show they are complying with this criterion.

7. Storage: No outside storage shall be allowed on any facility site.

   ☒ *Meets* ☐ *Does not meet*

   They have submitted documents which show they are complying with this criterion.

8. Lighting: Towers shall not be artificially lighted, unless required by the FAA or other applicable authority.

   ☒ *Meets* ☐ *Does not meet*

   They have submitted documents which show they are complying with this criterion.

9. A single sign measuring no more than two square feet in size shall be located on or near the tower, and shall identify the tower owner, the street address of the tower, the owner's identification code for the tower, and a twenty-four-hour emergency contact telephone number.

   ☒ *Meets* ☐ *Does not meet*

   They have submitted documents which show they are complying with this criterion.

10. No commercial advertising shall be allowed on the tower or its related facilities.

☒ *Meets* ☐ *Does not meet*

They have submitted documents which show they are complying with this criterion.

11. Single lot: Towers, guy anchors, equipment buildings, and any other appurtenances related to the tower shall be considered as being located on one zoning lot.

☒ *Meets* ☐ *Does not meet*

They have submitted documents which show they are complying with this criterion.

12. Setbacks: Wireless communications facilities shall comply with the following setback standards. Self supporting and monopole towers shall be setback from all property lines by a distance of 110% of the height of the tower.

☐ *Meets* ☒ *Does not meet*

They have requested a variation from this setback requirement from the west, south and east property lines.

13. Equipment buildings associated with a wireless communication facility shall meet the minimum setback requirements for the zoning district where located.

☒ *Meets* ☐ *Does not meet*

They have submitted documents which show they are complying with this criterion.

14. Separation: If an applicant proposes a new wireless communications tower or radio transmission tower within 1,200 feet of an existing tower, the applicant shall submit a statement indicating the reasons why the existing tower(s) was inadequate or unavailable. The Zoning Administrator shall allow the owner of such existing tower an opportunity to comment prior to making a decision.

☒ *Meets* ☐ *Does not meet*

They have submitted documents which show they are complying with this criterion.

15. Collocation: New wireless communication or radio transmission towers shall provide evidence that the tower is structurally designed to support at least three additional users, and provide a written statement that the owner of the tower is willing to permit other user(s) to attach communication facilities, on a commercially reasonable basis, which do not interfere with the primary purpose of the tower. The site plan shall indicate a location for at least one equipment building in addition to that proposed for use by the applicant. A tower which is modified or reconstructed to accommodate the collocation of an additional antenna shall be of the same tower type as the existing tower, unless a monopole is determined more appropriate at the specific location. If an existing tower is increased in height or reconstructed to accommodate the collocation of additional antenna it shall meet the height restrictions outlined within this section of the Ordinance.

☒ *Meets* ☐ *Does not meet*

They have submitted documents which show they are complying with this criterion.

16. Landscaping: Unless existing vegetation provides a buffer strip, all property lines along roadways or visible to existing abutting or nearby buildings (within 1/4 mile radius), for all facilities shall be landscaped as follows:
    a. With six-foot to eight-foot evergreen shrubs planted in an alternate pattern, five feet on center and within 15 feet of the site boundary; or
    b. With at least one row of deciduous trees, not less than 2 1/2 inch to three inches caliper measured three feet above grade, and spaced not more than 30 feet apart and within 25 feet of the site boundary; or
    c. With at least one row of evergreen trees at least four to five feet in height when planted, and spaced not more than 15 feet apart within 40 feet of the site boundary.
    d. In lieu of the foregoing, the Planning and Zoning Commission may determine that the existing vegetation must be supplemented to meet an equivalent means of achieving the desired goal of minimizing the visual impact.

    ☒ *Meets* ☐ *Does not meet*

    They have submitted documents which show they are complying with this criterion.

17. Security fencing: Towers, guy anchor supports, and ground-based equipment buildings shall be enclosed by security fencing not less than eight feet in height and equipped with an appropriate anti-climbing device.

    ☒ *Meets* ☐ *Does not meet*

    They have submitted documents which show they are complying with this criterion.

18. Radiation reporting: It shall be demonstrated that the proposed tower, antenna, and supporting equipment complies with FCC nonionizing radiation requirements for individual and combined facilities.

    ☒ *Meets* ☐ *Does not meet*

    They have submitted documents which show they are complying with this criterion.

19. Interference: No wireless communications tower, antenna, or supporting equipment shall interfere with equipment operated by the City of Crystal Lake.

    ☒ *Meets* ☐ *Does not meet*

    They have submitted documents which show they are complying with this criterion.

[Continue to next page.]

Recommended Conditions:
If a motion to recommend approval of the petitioner's request is made, it should be with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Koch, received 07/28/22)
   B. Narrative Letter (Insite, dated 08/18/22, received 08/26/22)
   C. Fall Zone Letter (Valmont, dated 08/24/22, received 08/26/22)
   D. Site Design (Edge, dated 08/02/22, received 08/26/22)
   E. Site Photos (Edge, dated 10/24/22, received 10/27/22)
   F. Radio Frequency Letters (Bernardo, undated, received 08/26/22 and 10/25/22)
   G. Coverage Map (undated, received 08/26/22)
   H. Emission Report (Waterford, dated 07/18/22, received 08/26/22)

2. No outside storage shall be allowed on any facility site.

3. Towers shall not be artificially lighted, unless required by the FAA or other applicable authority.

4. A single sign measuring no more than two square feet in size can be located on or near the tower, and shall identify the tower owner, the street address of the tower, the owner's identification code for the tower, and a twenty-four-hour emergency contact telephone number.

5. No commercial advertising shall be allowed on the tower or its related facilities.

6. The petitioner shall work with staff to enhance the landscaping buffer along the property lines, especially to the east.

7. The driveway leading to the new cell tower will need to be paved per City standards.

8. If any portion of the equipment structure is visible above the fence the entire structure shall be constructed of brick. Any metal structure shall be painted a light grey or sky color to blend in.

9. The structural integrity of the tower and antenna will continue to comply with state and federal standards, local building codes, and the applicable standards for towers published by the American National Standards Institute (ANSI), as amended. If, upon inspection, it is determined a tower fails to comply with such standards and constitutes a danger to persons or property, the owner shall be notified that he/she has 30 days to bring the tower into compliance. Failure to bring the tower into compliance within 30 days shall constitute grounds for the removal of the tower at the owner's expense.

10. The tower and antennas shall meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the state or federal government that regulates towers and antennas. If such standards and regulations change, owners shall be responsible for bringing the towers and antennas into compliance with the changed standards and regulations within six months of their effective date, unless a different compliance schedule is mandated by the

controlling regulations (Failure to bring towers and antennas into compliance shall constitute grounds for removal of the tower or antenna, at the owner's expense.).

11. The monopine pole camouflaging elements must be maintained and the upkeep of the appearance/finish of the materials is the responsibility of the pole owner or property owner. Any missing camouflaging elements must be replaced if found missing, any debris that is blown into the camouflaging must be removed and any debris that sheds from the pole must be cleaned by the pole owner or property owner.

12. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works and Engineering, Fire and Police Departments.

City of Crystal Lake
Development Application
Ownership Sign-off Acknowledgement Form

The following information is related to a development application. As the owner of the property in question, I (we) acknowledge that the information provided in the submittal was reviewed and approved.

Owner Information

Name: Arthur Koch

Address: 269 Liberty Road

Crystal Lake, IL 60014

Phone: 815-479-0996

E-mail: sealevel@sealeveldiving.com

Project Name & Description: Proposed Monopine Design Cell Tower at 269 Liberty Road

Project Address/Location: 269 Liberty Road (Sea Level Diving)

Signature

Arthur Koch July 28/2022

Owner: Print and Sign name Date

NOTE: If the property is held in a 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.

To whom it may concern,

Calypso Ventures, LLC an Illinois limited partnership, is owned by Arthur and Gina Koch of 828 Oak Hollow Dr, Crystal Lake, IL. Arthur Koch, as owner, has the authority to sign on behalf of Calypso Ventures, LLC.

Arthur Koch
Sea Level Diving
269 Liberty rd
Crystal Lake, IL 60014
815-479-0996

CRYSTAL LAKE PLANNING AND ZONING COMMISSION
WEDNESDAY, NOVEMBER 2, 2022
HELD AT THE CRYSTAL LAKE CITY COUNCIL CHAMBERS

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

CALL TO ORDER

On roll call, members, Atkinson, Greenman, Gronow, and Repholz were present. Skluzacek and Teetsov were absent.

Elizabeth Maxwell, City Planner was 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.

2022-199 – 269 LIBERTY ROAD – SPECIAL USE PERMIT AND VARIATIONS

Special Use Permit for a Monopine Wireless Communications Tower with Variations from the required 110% of the height setback from the west, east and south and from the color/design requirement of a grey or sky colored tower to allow the monopine design.

Mr. Zeke Katz, attorney with Bryan, Cave, Leighton, Paisner, Art Koch, property owner, Daniel Kalina, with Vertical Bridge, and Mike Howley the Site Acquisition Specialist with Insite were present to represent the petition.

Mr. Katz went through the presentation highlighting that this is a unique tower, which will look like a pine tree. They looked for a site with mature trees and showed the tentative site location with photo simulation of how the tower would appear from surrounding properties. There will be a fenced area at the base, which will house the equipment. They will not have any outside storage or signage and will be able to meet the other findings of fact, except the setback and design.

There is a need for increased 5G service in this area for the patrons at Three Oaks Recreation Area and the future residents of the adjacent mixed use project who need cell service including the ability to contact emergency service personnel. The provider needs a tower in the area and they looked at multiple options. The existing tower about a half mile to the west would not meet the needs. That tower is a stealth monopole tower and the 5G equipment cannot fit on the inside of the tower canister. Also that tower would not achieve the coverage objectives. He showed that the missing coverage, which is to the north and east.

He explained the two variations that are needed. The code requires a grey or sky colored pole so it blends better with the surrounding area. This anticipates that the tower is stuck out in the open. Their tower is designed to blend with the existing mature tree line and looks like a tall pine tree. They feel this meets the intent of this requirement. The second is the 110% setback requirement, which is a 121-foot setback

from all property lines. Their tower is not designed to tip over and has a break point about half way up. This means that if it were to fail the top portion would break off and fall down on itself staying in a much smaller area. The tower complies with all safety requirements. He noted Valmot Telecom assesses towers for their safety. This tower is design to withstand high winds at 100 miles per hour or more even covered in one-inch of ice.

Mr. Koch spoke that he has operated Sea Level Diving for 35 years and has lived in Crystal Lake for 35 years. The past few years with COVID has been tough and business has been reduced. This additional revenue stream could help him stay in business. He wants to stay in town, especially since he has a unique business in the City. He has a deep property and is not using the back half. He has been looking at options to sell off that back piece, possibly for storage or something. He was approached with this use and thinks it is the least impactful to the area.

Mr. Greenman opened the public hearing.

Mr. Tom Burney, attorney with Zanck, Coen, Saladin and Wright is representing CL Urban and Fiduciary the property owners to the east. His clients have already had challenges to redevelop their property and if there was a cell tower next door that could make things harder. The PZC should take serious the variations as they are very large. He understands the code and if tower design has changed so they do not fall over the code should be changed so variations are not needed. This is not the right site since they need variations. The petitioner's narrative states there is not residential in the area and although their site will be zoned mixed use there would be future homes here. He states that the petitioner has no hardship.

Patrick Turner, attorney with Maurides Foley Tabangay & Turner, is representing SBA Communications who has a tower about a ½ mile away. His client was not notified by Vertical Bridge about co-location options. He believes their tower could accommodate T-Mobile. He went through the Special Use Permit standards and stated how they did not meet them. He noted co-location was encouraged and wanted the petitioner to sit down with his client to discuss this option. He went through the variation standards and stated how they did not meet them.

Mr. Burney spoke again saying that the code says if a 2/3rds majority of the commission votes no then it forces the super majority at the City Council so he would like this continued until more commission members are present.

Staff summarized the request. Staff noted the letter in the packet about the fall zone, which is about ½ the height of the tower around 50 feet and illustrated a circle showing that would stay within the property lines. Staff also provided a circle showing the 110-foot circle if the tower were to tip over showing that it would fall into open space on the site, on the industrial property to the west parking and storage area, and a retention basin to the south. Staff also noted the Special Use criteria says that if there is a tower within 1,200 feet then a letter from the petitioner is needed to show why co-location does not work. The existing tower is over 2,400 feet away and the petitioner provided a letter from their Radio Frequency Engineer on why co-location cannot work.

Mr. Howley wanted to address some of the comments from the public hearing. When he is assigned an area to find a new tower location he looks at all the properties including existing towers in the area. It is easier for them to go on an existing tower, it is just a building permit not a hearing process. T-Mobile has

a coverage need for the Crystal Lake Plaza, Water's Edge, and Three Oaks Recreation Area. The future residential and retail users will need coverage and the existing users of Three Oaks also need coverage. The radio frequency engineer looks at all the possible sites and she rejected the existing towers since they could not meet the needs. Then they find a property owner willing to negotiate with them and proceed forward. He stated that the letter they received from Kent Meier is their sales manager. He does not know coverage needs he is just looking to acquire tenants on the SBA tower for revenue purposes. Mr. Greenman confirmed with Mr. Turner that Mr. Meier is their site marketing manager.

Mr. Katz said there is zero evidence that this tower is unsafe or will cause adjacent properties to lose value. The tower provides a need including that to emergency services with cell tower location data. Staff looked up the existing tower to find if it could be modified for exterior antenna and was not finding information on that and also noted that that tower was grated variations from the setbacks as well. Mr. Katz noted the SBA letter of objection is just course of business for them, they always hope to block competition. Vertical Bridge builds towers all over the country.

Mr. Atkinson said the tower solves a problem of service, but creates a problem on the setback requirements. He does not see the hardship.

Ms. Repholz had no questions.

Mr. Gronow asked if they had any representations of existing Monopine towers. The petitioner looked some up and found images of a recently constructed tower.

Mr. Greenman wanted to see the slide with the fall zone on it. Mr. Koch asked the commission to better define what they were looking for in terms of proving the hardship. There are very few properties in the area, only the property to the west could have an issue if the tower were to fall over. The city did not want the tower on their property, it cannot go on the future development to the east, so that leaves only a few open sites.

Mr. Burney asked to speak again as an attorney with special privilege since he was representing an adjacent property owner.

Mr. Greenman explained he cannot support the variation for the setback.

Mr. Atkinson made a motion to deny the request for the new tower with variations. Mr. Gronow seconded the motion. On roll call Members Atkinson, Gronow, Repholz, and Greenman voted yes. Motion passed.

T-Mobile Central LLC
PROPOSED WIRELESS TELECOMMUNICATIONS FACILITY
269 LIBERTY ROAD, CRYSTAL LAKE, IL 60014

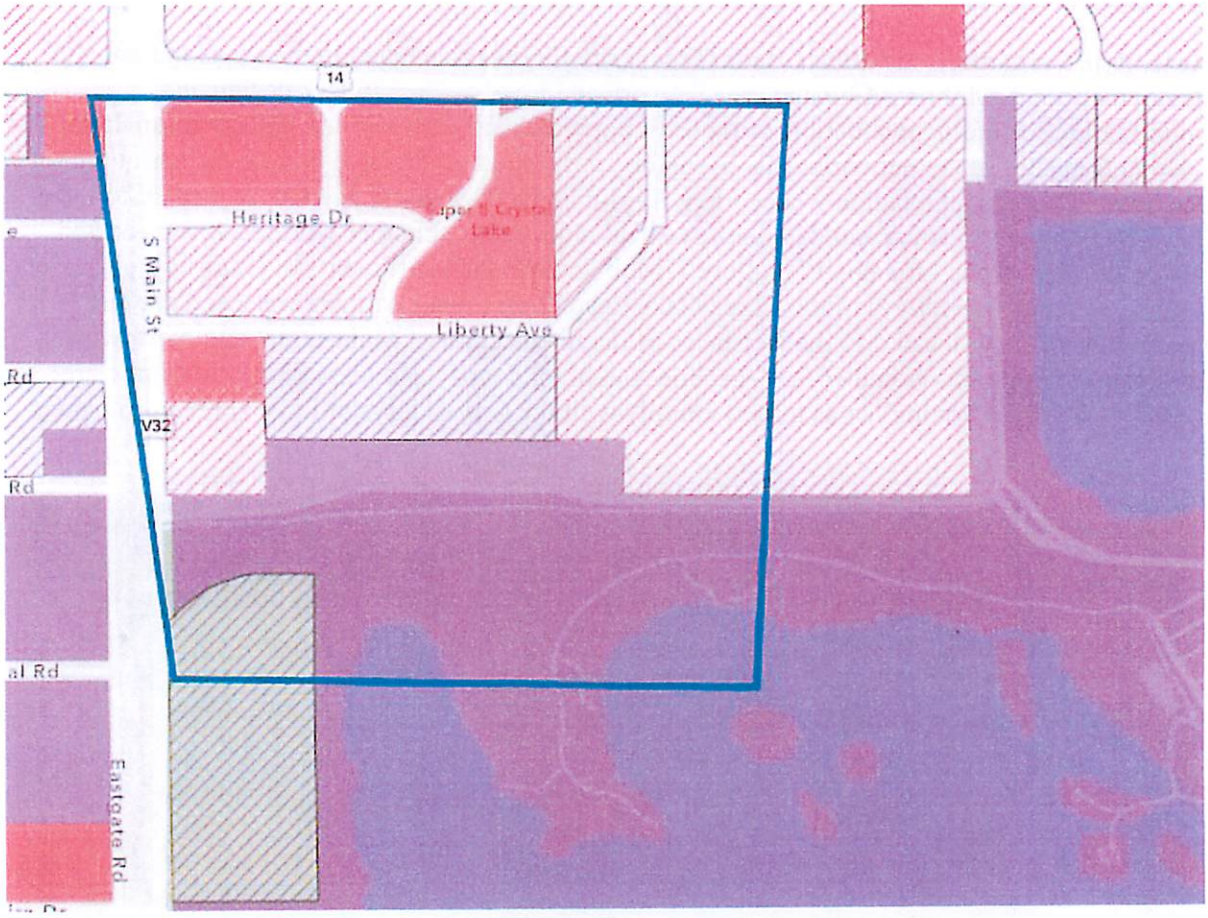
Rosemarie Bernardo is the Senior Radio Frequency Engineer engaged in the development and deployment of T-Mobile's Chicago area network and involved in network design and optimization, including evaluation and selection of candidates for wireless telecommunications base station sites in the network. Ms. Bernardo confirmed that the blue box on the aerial photo accurately depicts the location where a new T-Mobile facility would need to be located to fulfill T-Mobile's wireless voice and data improvement objectives. In other words, a tower located within the area of the blue box will allow T-Mobile to provide sufficient coverage to the T-Mobile coverage objectives of the Three Oaks Recreation Center parking areas and the large commercial district located to the Northeast of the intersection of Main Street and Northwest Highway. Within this framework, T-Mobile sought to identify and lease properties that were suitably zoned (M zoning) so as to best comply with the City of Crystal Lake zoning ordinance.



Mike Howley

Insite inc.
Wireless Consulting Services
1S660 Midwest Road, Suite 140
Oakbrook Terrace, IL 60181
630/240-3253
howley@insite-inc.com
www.insite-inc.com

Wireless communication towers are required to be located within the M zoning district. Below are the properties in their designed area and their zoning designation.



There are 5 properties with the correct zoning in that area including Three Oaks Recreation Area.

valmont
TELECOM

Date: 24th August, 2022

VB BTS II, LLC

Attn: Christopher Molloy

SUBJECT: Project Number: 561031-P1
Site Name: Northwest Hwy - US-IL-5744
Structure to be Designed with a Theoretical Fall Radius of less than 50-ft

Communications structures designed by Valmont are sized in accordance with the latest governing revision of the ANSI/TIA 222 standard unless otherwise requested by our customer. This standard has been approved by ANSI/ASCE, which has dealt with the design of antenna support structures for over 50 years. The TIA standard, based on provisions of this nationally known specification, has a long history of reliability. Its core philosophy is first and foremost to safeguard and maintain the health and welfare of the public.

Valmont's communication structures have proven to be very reliable products. To our knowledge Valmont has never experienced an in-service failure of a communication structure due to weather induced overloading. We use the latest standards, wind speed information, and sophisticated analytical tools to ensure that we maintain our unblemished record for quality.

This structure will be designed to the following criteria:

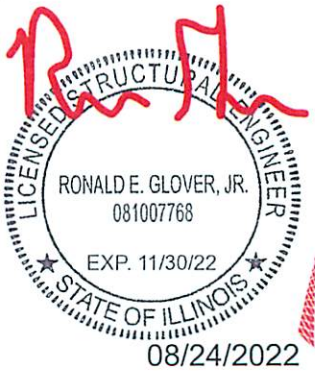
- ANSI/TIA-222-H & ANSI/TIA-222-G
- Exposure Category C
- Topographical Category 1
- Risk Category II
- Site Elevation 887 feet
- 107 MPH Ultimate Wind Speed (no ice) per ASCE 7-16
- 40 MPH with 1.50 inch ice

The theoretical failure point will be designed at 50-ft or less from top of tower, by purposely over designing the structural components below this point. The predicted mode of wind induced failure would be local buckling of the shaft at or above this failure point with the upper section(s) folding over onto the intact lower section(s). The result, if it were to fail, would be a maximum theoretical fall zone equal to the height above the failure point at ground level.

I hope these comments address any issues that you might encounter relative to the anticipated performance of this structure.

Sincerely,

Chandra Sekhar Rugada,
Assistant Manager - Design
Email: Chandra.Rao@Valmont.Com



08/24/2022

Valmont Microflect
3575 25th Street SE
Salem, OR 97302 USA

T-Mobile Central LLC
PROPOSED WIRELESS TELECOMMUNICATIONS FACILITY
269 LIBERTY ROAD, CRYSTAL LAKE, IL 60014

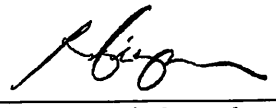
I, Rosemarie Bernardo, representing T-Mobile Central LLC, d/b/a T-Mobile, a Delaware limited liability company (hereinafter "T-Mobile"), whose address is 1400 Opus Place, 7th Floor, Downers Grove, Illinois, state the following:

1. I am the Senior Radio Frequency Engineer engaged in the development and deployment of T-Mobile's Chicago area network and involved in network design and optimization, including evaluation and selection of candidates for wireless telecommunications base station sites in the network.

2. In an effort to provide seamless in-building coverage in the City of Crystal Lake, T-Mobile has determined that it is necessary to obtain in the vicinity of 269 LIBERTY ROAD, CRYSTAL LAKE, IL 60014. This new site will help in offloading the existing on-air sites CH16749A on the west side of the ring and to support CH76318C on the south west side of the ring. This candidate will also serve the intersection of Northwest Hwy and S Main St., nearby commercial business areas, S Virginia Rd. and residential areas to the west of the ring. T-Mobile MUST be able to add a new site in order to maintain seamless service and high data capacity demand in the area.

3. There are no existing tower structures or feasible building structures with a suitable height of 100' within the desired area of coverage need.

4. My evaluation, conducted in the normal course of T-Mobile's operations, consisted of predicting signal propagation via industry-standard software models. T-Mobile calculated the proposed site's contribution to T-Mobile's needs for coverage and capacity in the area intended to be served by the site within reference to surrounding proposed sites.



Rosemarie Bernardo

T-Mobile Central LLC
PROPOSED WIRELESS TELECOMMUNICATIONS FACILITY
269 LIBERTY ROAD, CRYSTAL LAKE, IL 60014

I, Rosemarie Bernardo, representing T-Mobile Central LLC, d/b/a T-Mobile, a Delaware limited liability company (hereinafter "T-Mobile"), whose address is 1400 Opus Place, 7th Floor, Downers Grove, Illinois, state the following:

1. I am the Senior Radio Frequency Engineer engaged in the development and deployment of T-Mobile's Chicago area network and involved in network design and optimization, including evaluation and selection of candidates for wireless telecommunications base station sites in the network.

2. The intent of T-Mobile's proposed tower at 269 Liberty Road is to deploy the most current 5G technology to serve the voice and high data capacity needs of users in the commercial, recreational and residential areas surrounding the 269 Liberty Road location. To provide this cutting edge technology, T-Mobile must utilize 5G capable antennas and equipment. As presented, the proposed monopine tower located at 269 Liberty Road would fulfill T-Mobile's wireless voice and data improvement objectives.

3. I further evaluated whether the existing stealth tower located at 6521 Commercial Road in Crystal Lake, Illinois might be suitable for collocation. Simply state, collocation within the existing stealth tower is not a viable alternative to resolving T-Mobile's coverage improvement needs because the T-Mobile 5G antennas and equipment are far too large to fit within the designed tower.

4. Next, I conducted a radio frequency analysis of whether the existing stealth tower located at 6521 Commercial Road would address T-Mobile's identified coverage needs if T-Mobile were able to collocate its antennas on the outside of the tower at a height of 110' (the highest available height on the existing tower). Simply stated, given its geographic location, this tower will not allow T-Mobile to provide sufficient coverage to the T-Mobile coverage objectives of the Three Oaks Recreation Center parking areas and the large commercial district located to the Northeast of the intersection of Main Street and Northwest Highway.

5. My evaluation, conducted in the normal course of T-Mobile's operations, consisted of predicting signal propagation via industry-standard software models. T-Mobile calculated the proposed site's contribution to T-Mobile's needs for coverage and capacity in the area intended to be served by the site within reference to surrounding proposed sites.

Rosemarie Bernardo

August 25, 2022

Elizabeth Maxwell AICP/City Planner
City of Crystal Lake, Community Development
100 W. Woodstock Street
Crystal Lake, Illinois 60014

RE: 269 Liberty Road Special Use Zoning Petition; Letter to Address City SUP and Variance to Tower Setback Standards

Ms. Maxwell:

Please allow the following responses to address the applicable City of Crystal Lake Special Use Standards for wireless communication facilities.

2-400 Par. 48 Radio transmission towers, wireless communication facilities. ...wireless communication facilities must comply with the following standards:

(a) Purpose and Intent: The purpose of this section is to establish general standards for the siting of ..., wireless communication towers and antennas. The intent is that facilities must comply with the following standards:

(i) The proposed wireless communication facility is located in a manufacturing zoning district that is a significant from the nearest residential area. Moreover, to further limit any potential adverse impact, the applicant has designed a monopine style tower that visually blends in with the surrounding mature tree line. Photo simulations of the proposed tower are provided with this application;

(ii) The proposed wireless communication facility is consistent with the Crystal Lake standards for siting wireless communication towers because the subject site is located in a M District and is a significant distance from the nearest existing residential area;

(iii, iv) A new wireless communication tower is proposed only because there is no existing suitable existing structure within the required area of coverage need. A signed statement from the radio frequency engineer has been provided as further support. However, the subject tower will be designed to accommodate multiple wireless carriers and thereby, help minimize the future need for new towers in the City;

(v) The proposed wireless communication tower will be a monopine style tower so as to better blend in with the existing tree canopy. This innovative camouflage technique will minimize any adverse visual impacts on the area. Moreover, the proposed site will include an opaque fence that will visually screen all ground equipment at street level;

(vi) The construction of the proposed wireless communication tower will enable T-Mobile and any future wireless carriers to provide cutting edge wireless and data services to the community quickly, effectively and efficiently;

(vii) The subject wireless communication tower will be engineered in a way that in the event of a catastrophic event that causes tower failure, the structure will collapse on itself so as not to impact or damage adjacent properties. An engineer stamped fall zone letter is provided as part of this application for zoning relief;

d. Standards for ....wireless communication towers: Freestanding wireless communication....towers, ..., shall comply with the following standards:

(i) Safety:

I. The proposed wireless communication facility will be designed to meet the wind loading requirements specified in American National Standards Institute TIA-222-F Report, as amended.

II. The applicant will provide documentation to the City that demonstrates that the structural integrity of the towers and antennas will continue to comply with state and federals standards, local building codes, and the applicable standards for towers published by the ANSI, as amended;

(ii) Height:
The proposed height of the wireless antenna facility is well below the city's maximum tower height of 200 feet;

(iii) Franchises and licenses:
The operator will provide City with documentation to demonstrate that all franchises and licenses required by law for the construction and/or operation of a tower or antenna have been obtained;

(iv) Color:

I. The proposed monopine design tower is designed to reduce visual obtrusiveness;

II. The applicant has selected opaque fencing that will screen all carrier ground equipment and the fencing will be a color that blends with the natural surroundings of the tree lined subject parcel;

(v) Storage:
There will be no outside storage of materials on site;

(vi) Lighting:
The proposed wireless communication tower will not be artificially lit;

(vii) Signage:

I and II A single sign no more than two square feet in size will identify the tower and there will be no commercial advertising on site;

(viii) Single lot:

The proposed wireless communication tower and related equipment will be placed on one zoning lot;

(ix) Setbacks:

I. The proposed wireless communication tower does not satisfy the 110% of tower height setback from all property lines so a setback variance is requested as part of this application for zoning relief.

II. Not applicable to the proposed tower as this is not a guyed tower design;

III. There are no proposed equipment buildings related to the current proposal. T-Mobile uses outdoor cabinets to house its radios and related equipment. The outdoor cabinets satisfy the minimum setback in the M zoning district from the nearest property line;

x. Separation:

The proposed wireless communication tower is located greater than 1,200 feet from the nearest existing cell tower;

xi. Collocation:

The applicant will provide evidence that the tower is structurally designed to support at least three additional users and will provide a written statement that the tower owner is willing to permit other users on the tower on a commercially reasonable basis. The submitted site plan depicts the potential location for a second wireless provider;

xii. Landscaping:

No landscaping is included in design given the tree lined nature of the subject parcel and the opaque fence will shield all ground-based equipment from view;

xiii. Security fencing:

The proposed wireless communication tower will be surrounded with an 8' opaque fence and the tower will include anti-climbing safeguards;

xiv. Radiation reporting:

The applicant has included an independent EME study that confirms that the proposed wireless antenna facility will comply with all FCC emission standards;

xv. Interference:

The proposed wireless antenna facility will not interfere with equipment operated by the City of Crystal Lake;

e. Compliance with state or federal laws and regulations:

The proposed wireless antenna facility will meet all FAA, FCC and any other state or local standards or regulations governing such facilities. The tower owner and any wireless carriers utilizing the tower will maintain compliance with said applicable laws and regulations and shall achieve compliance within 6 months of the effective date of any change in standards, laws or regulations, unless a different compliance schedule is mandated by the controlling regulations. It is understood that failure to bring towers and antennas into compliance shall constitute grounds for removal of the tower or antennas, at the owner's expense.

The subject proposal also will require zoning relief from the applicable City of Crystal Lake setback requirement that tower be setback from property line by 110% of tower height. Since a variance from the tower setback will be required, the following addresses the City of Crystal Lake Variance Standards:

B.

Standards.

(1)

The enforcement officer may grant variances to the provisions of this chapter if the petitioner provides evidence demonstrating that:

(a)

Failure to grant the variance would result in an unreasonable hardship;

The proposed facility is designed to fill a coverage gap in T-Mobile's network. Coverage gaps result in a substandard wireless signal, which, to the end user, means a dropped call or weak data connection. At this location, the antennas and hence, the tower, must be located at the proposed height to meet the coverage objectives. Carrying out the strict letter of the code would result in a unreasonable hardship since meeting the setback would result in a tower that is too low to adequately fill the coverage gap and would not provide adequate wireless service to your community;

and

(b)

The variance is necessary due to unique and exceptional physical circumstances or a condition of a particular property;

The property owner's situation is a result of the unique circumstance of the operation of wireless technology. Indeed, the need to locate wireless antennas at a height necessary to receive and transmit

signals has resulted in the owner's plight. Such hardship is a result of wireless technology and topography of the physical surroundings of the subject property, not anyone having an ownership interest in the property.

and

(c)

The variance is the minimum necessary to afford relief;

The applicant is proposing a tower that is the minimum height necessary for T-Mobile to adequately improve its wireless voice and data needs in the area of coverage need;

and

(d)

The variance will not cause detriment to the public good, safety or welfare;

The establishment, maintenance and operation of this wireless antenna facility will not be injurious to the public health, safety, morals, or general welfare of the community. To the contrary, improved wireless service in your community provides vital communications and residents and emergency personnel commonly will use the service for a wide variety of business, personal, "911" and other uses; thereby actively promoting the general public's health, safety and welfare.

The wireless telecommunications facility will not create any material noise, glare, smoke, debris, traffic flow or any other nuisance.

The proposed wireless communication facility will be licensed and regulated by the Federal Communications Commission ("FCC"), which imposes strict health, safety and interference standards. These standards are set by independent safety and standard groups such as the American National Standards Institute ("ANSI") and the Institute of Electrical Electronics ("IEEE").

and

(e)

The variance will not cause an increase in the water surface profile within a floodway;

The proposed wireless antenna facility has no impact on this standard.

and

(f)

The variance will not cause an increase in the water surface profile upstream of the development site,

The proposed wireless antenna facility has no impact on this standard.

and

(g)

The variance will not be contrary to the spirit, purpose and intent of this chapter;

The variance, if granted, would be in harmony with the City of Crystal Lake Ordinance since it would be constructed at a suitable height to accommodate multiple wireless providers and thereby would limit the number of future towers needed to serve this area of the community. The proposed facility meets all other provisions of this ordinance and, therefore will be in harmony with the provisions thereof and with the general purpose and intent of this chapter;

and

(h)

The regulated development meets the minimum federal, state, and other local regulations, including those of IDNR/OWR and FEMA for participation in the NFIP.

The proposed development will meet all applicable federal, state and other local regulations noted above.

verticalbridge

August 18, 2022

Elizabeth Maxwell AICP/City Planner
City of Crystal Lake, Community Development
100 W. Woodstock Street
Crystal Lake, Illinois 60014

RE: 269 Liberty Road Special Use Zoning Petition; Letter to Address City SUP Standards

Ms. Maxwell:

Please allow this letter to address a number of the City of Crystal Lake SUP Standards applicable to the applicant's proposal to construct a wireless communication facility at 269 Liberty Road.

1) The proposed tower will be designed to meet the wind loading requirements specified in the American National Standards Institute TIA-222-F Report, as amended.

2) The proposed tower will be designed to support at least three additional users and Vertical Bridge is willing to permit other users to attach communication facilities, on a commercially reasonable basis, which do not interfere with the primary purpose of the tower.

3) Vertical Bridge shall provide the City of Crystal Lake with documentation that demonstrates that the structural integrity of the tower and antenna will continue to comply with state and federal standards, local building codes, and the applicable standards for towers published by the American National Standards Institute (ANSI), as amended.

vertical bridge

4) Vertical Bridge shall provide documentation to the City of Crystal Lake to demonstrate that all franchises and licenses required by law for the construction and/or operation of a tower or antenna have been obtained.

5) The proposed tower and antennas shall meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the state or federal government that regulates towers and antennas. If such standards and regulations change, Vertical Bridge shall be responsible for bringing the tower and antennas into compliance with the changed standards and regulations within six months of their effective date, unless a different compliance schedule is mandated by the controlling regulations

Sincerely,

Ariel Rubin

Vice President of Tower Development

VB BTS II, LLC

750 Park of Commerce Drive, Suite 200

Boca Raton, FL 33487

September 27, 2022

Elizabeth Maxwell AICP/City Planner
City of Crystal Lake, Community Development
100 W. Woodstock Street
Crystal Lake, Illinois 60014

RE: 269 Liberty Road Special Use Zoning Petition; Letter to Address City Variance Standards for Tower Color

Ms. Maxwell:

The subject proposal also will require zoning relief from the applicable City of Crystal Lake tower color requirement in Section 2-400 (48)(d)(iv) that provides:

(iv) Color: I. Towers shall either maintain a galvanized steel finish or, subject to any applicable standards of the FAA, be painted a neutral color (i.e., light grey) to reduce visual obtrusiveness or painted in a sky-tone above the top of surrounding trees and in an earth-tone below the treetop level. II. At a tower site, the design of buildings and related structures shall, to the maximum extent practicable, use materials, colors and architectural styles, that blend into the natural setting and surrounding buildings.

Since a variance from the tower color will be required, the following addresses the City of Crystal Lake Variance Standards:

B.

Standards.

(1)

The enforcement officer may grant variances to the provisions of this chapter if the petitioner provides evidence demonstrating that:

(a)

Failure to grant the variance would result in an unreasonable hardship;

The proposed facility is designed to fill a coverage gap in T-Mobile's network. Coverage gaps result in a substandard wireless signal, which, to the end user, means a dropped call or weak data connection. At this location, the antennas and hence, the tower, must be located at the proposed height to meet the coverage objectives. The applicant designed this monopine style tower based on the particular treelined characteristics of this property with the belief that the monopine style would offer the most appealing appearance. As such, the applicant contends that the monopine should be allowed as an alternative to the UDO's design and color requirements since it best blends with the immediate surroundings and is therefore consistent with the spirit and intent of the UDO. It is applicant's position that not allowing this variance would result in a tower that is more visually obtrusive to your community;

and

(b)

The variance is necessary due to unique and exceptional physical circumstances or a condition of a particular property;

The property owner's situation is a result of the unique circumstance of the operation of wireless technology. Indeed, the need to locate wireless antennas at a height necessary to receive and transmit signals has resulted in the owner's plight. Such hardship is a result of wireless technology and topography of the physical surroundings of the subject property, not anyone having an ownership interest in the property. As depicted in the photo simulations provided, given the treelined nature of this property, it is applicant's contention that the proposed monopine design provides the least visual intrusiveness and better reflects the spirit and intent of the zoning code to camouflage the tower;

and

(c)

The variance is the minimum necessary to afford relief;

The applicant is proposing a tower that is the minimum height necessary for T-Mobile to adequately improve its wireless voice and data needs in the area of coverage need. Furthermore, it is applicant's belief that as set adjacent to the mature treeline to the south and west, the proposed monopine style tower presents the least visually intrusive design;

and

(d)

The variance will not cause detriment to the public good, safety or welfare;

The establishment, maintenance and operation of this wireless antenna facility will not be injurious to the public health, safety, morals, or general welfare of the community. To the contrary, improved wireless service in your community provides vital communications and residents and emergency personnel commonly will use the service for a wide variety of business, personal, "911" and other uses; thereby actively promoting the general public's health, safety and welfare.

The wireless telecommunications facility will not create any material noise, glare, smoke, debris, traffic flow or any other nuisance.

The proposed wireless communication facility will be licensed and regulated by the Federal Communications Commission ("FCC"), which imposes strict health, safety and interference standards. These standards are set by independent safety and standard groups such as the American National Standards Institute ("ANSI") and the Institute of Electrical Electronics ("IEEE").

and

(e)

The variance will not cause an increase in the water surface profile within a floodway;

The proposed wireless antenna facility has no impact on this standard.

and

(f)

The variance will not cause an increase in the water surface profile upstream of the development site,

The proposed wireless antenna facility has no impact on this standard.

and

(g)

The variance will not be contrary to the spirit, purpose and intent of this chapter;

The variance, if granted, would be in harmony with the City of Crystal Lake Ordinance since the monopine design is intended to reduce visual obtrusiveness through utilization of tower materials and color that help it blend with the surrounding tree line far better than simply painting the tower a neutral grey or sky color above the tree line. The portion of the monopine tower up to the existing tree line utilizes earth tones that mimic the surrounding treescape. Therefore, it is applicant's position that given the surrounding environment at this location, the proposed monopine facility will be in harmony with the provisions thereof and with the general purpose and intent of this chapter;

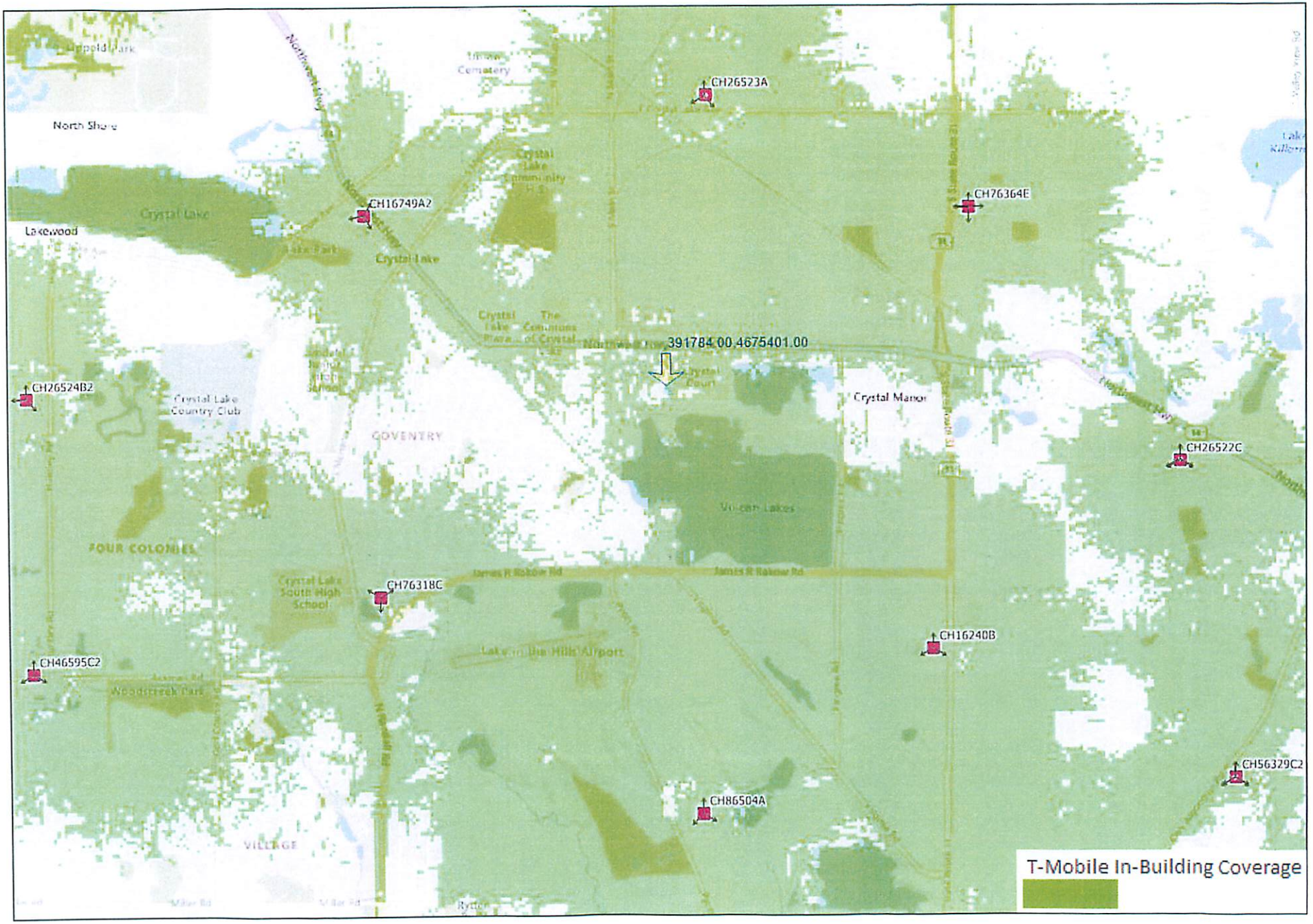
and

(h)

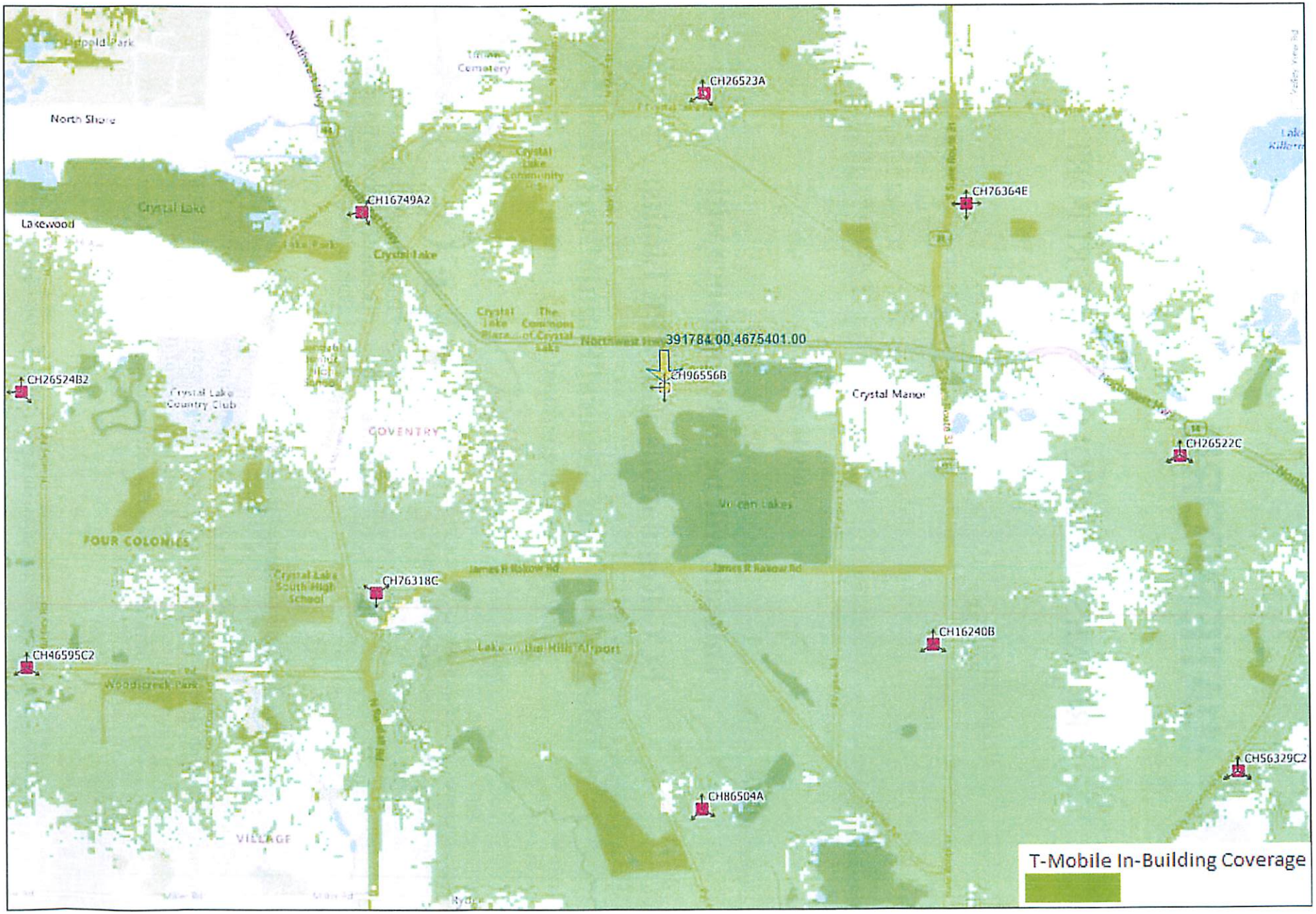
The regulated development meets the minimum federal, state, and other local regulations, including those of IDNR/OWR and FEMA for participation in the NFIP.

The proposed development will meet all applicable federal, state and other local regulations noted above.

T-Mobile Existing In-Building Coverage



T-Mobile Proposed In-Building Coverage



RF EMISSIONS COMPLIANCE REPORT

Prepared for:

Vertical Bridge

Site:

US-IL-5744 - CH96556B - Sea Level Diving
269 Liberty Road
Crystal Lake, IL
42.223298, -88.311267

July 18, 2022

This site will be in compliance with

FCC Regulations and MPE Limits:

T-Mobile Is 3.943% of General Population (GP) Limit

(0.789% of Occupational (Occ) Limit)

Certification
I have reviewed this RF Emissions assessment report and believe it to be both true and accurate to the best of my knowledge.



David Charles Cotton, Jr.
Licensed Professional Engineer
State of Illinois, 062.062055

Analysis completed using Waterford's NIERTool© software

Only clients and client representatives are authorized to provide input data through the Waterford web portal. In securing that authorization, clients and client representatives warrant the accuracy of all input data. Waterford Consultants, LLC attests to the accuracy of the engineering calculations. Waterford also attests that the results of those engineering calculations are correctly summarized in this report.

RF EMISSIONS COMPLIANCE STATEMENT

Site:
US-IL-5744 - CH96556B - Sea Level Diving
269 Liberty Road
Crystal Lake, IL

Compliance Statement

Subject site COMPLIES with Radiofrequency Radiation Exposure Limits of 47 C.F.R. §§ 1.1307(b)(3) and 1.1310.

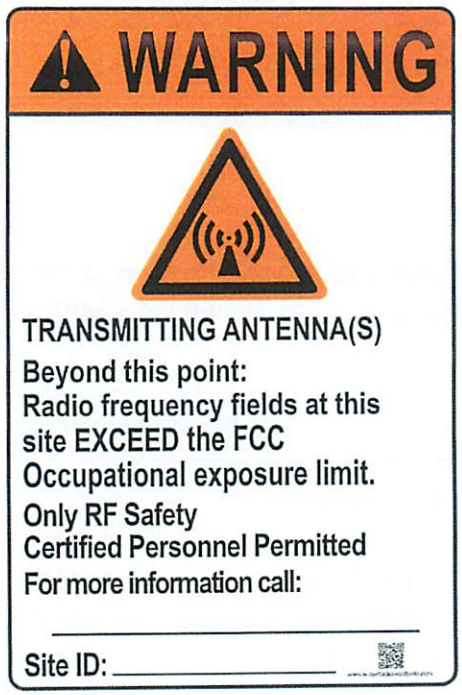
Ground Level Site Summary

Predicted cumulative RF power density at ground level as a percentage of the FCC General Population limits. This result is the sum of the maximum ground level MPE for each RF emitter by band of operation. Sites below 100% are in full compliance.

Source	Predicted Power Density, % of Limit (GP)
T-Mobile 600 MHz	0.257 %
T-Mobile 700 MHz	0.318 %
T-Mobile 1900 MHz	0.254 %
T-Mobile 2100 MHz	0.087 %
T-Mobile 2500 MHz	3.026 %
Sum of Listed Sources	**3.943%**

RF Alerting Signage

The Warning RF sign should be posted at the last accessible area before someone can potentially enter an area that can cause exposure. It should be placed and at the base of the cell tower.



Technical Framerwork: Basis for Compliance Statement

The compliance framework is derived from the Federal Communications Commission (FCC) Rules and Regulations for preventing human exposure in excess of the applicable Maximum Permissible Exposure ("MPE") limits listed in Table 1 of 47 C.F.R. § 1.1310. Calculations using input data provided to Waterford by client or client's representative numerically confirm the subject site can operate at a 100% duty cycle without exceeding the FCC MPE limits in areas of uncontrolled access.

At this site, the radio frequency (RF) power density resulting from each transmitter at any location may be expressed as a percentage of the frequency-specific limits and added to determine if 100% of the exposure limit has been exceeded. The FCC Rules define two tiers of permissible exposure differentiated by the situation in which the exposure takes place and/or the status of the individuals who are subject to exposure. General Population / Uncontrolled exposure limits apply to those situations in which persons may not be aware of the presence of electromagnetic energy, where exposure is not employment related, or where persons cannot exercise control over their exposure. Occupational / Controlled exposure limits apply to situations in which persons are exposed as a consequence of their employment, have been made fully aware of the potential for exposure, and can exercise control over their exposure. Based on the criteria for these classifications, continuous exposure to RF power density levels below the FCC General Population limits is not hazardous. The FCC General Population limits are 5 times more restrictive than the Occupational limits..

	Limits for General Population/ Uncontrolled Exposure		*Limits for Occupational/ Controlled Exposure*	
Frequency (MHz)	Power Density (mW/cm^2)	Averaging Time (minutes)	Power Density (mW/cm^2)	Averaging Time (minutes)
30-300	0.2	30	1	6
300-1500	f/1500	30	f/300	6
1500-100,000	1.0	30	5.0	6

In situations where the predicted MPE exceeds the General Population threshold in an accessible area because of emissions from multiple transmitters, FCC licensees that contribute greater than 5% of the aggregate MPE share responsibility for mitigation.

For any location where radiofrequency (RF) power densities exceed 100% MPE of the General Population limits, access controls with appropriate RF alerting signage must be available to be visible upon approach from any direction to provide notification of potential conditions within these areas. Subject to other site security requirements, occupational personnel should be trained in RF safety and equipped with personal protective equipment (e.g. RF personal monitor) designed for safe work in the vicinity of RF emitters. Waterford Consultants, LLC recommends that any work activity in these designated areas or in front of any transmitting antennas be coordinated with the wireless operators.

Predictive Modeling

Based on the computational guidelines set forth in FCC Office of Engineering and Technology, Bulletin 65 ("OET65"), Waterford Consultants, LLC has developed software to predict the overall MPE possible at any particular location given the spatial orientation and operating parameters of multiple RF sources. These theoretical results represent worst-case predictions as emitters are assumed to be operating at 100% duty cycle.

The tabular analysis in this report calculates the spatial peak power density produced at ground level from each RF emitter. The far field power density in milliWatts per square centimeter is expressed as Sff = 33.4 x ERP / R2 where ERP is the Effective Radiated Power along a specific azimuth in Watts and R is the distance from the antenna radiation center in meters. The antenna manufacturer's horizontal and vertical radiation patterns have been considered in determining the ERP in any direction. This computation is based on the maximum ERP and includes a 1.6-fold increase in field strength due to ground reflection. The result provides a conservative estimate of spatially averaged power density at ground level and may be higher than predicted MPE in the graphical plots described below.

As the limits are frequency dependent, the contribution of any RF source at a specific location may be expressed as a percentage of the FCC General Population MPE limits at the associated operating frequency. The percentage contributions from all RF sources are added to determine the overall exposure level. If this result is less than 100%, the predicted cumulative exposure level is below the General Population limits set forth in the FCC Rules. The cumulative MPE depicted on the summary page is the summation of maximum MPE values for each emitter regardless of antenna orientation.

A graphical plot of calculated spatially averaged RF power density, based on the Cylindrical Model as described in OET65, predicts spatially averaged MPE conditions at areas in near proximity to the antenna. In the vertical display, predicted MPE is depicted at the center of the 6 ft vertical zone that a person could occupy.

Qualifications of Waterford

With more than 100 team-years of experience, Waterford Consultants, LLC [Waterford] provides technical consulting services to clients in the radio communications and antenna locating industry. Waterford retains professional engineers who are placed in responsible charge of the processes for analysis.

Waterford is familiar with 47 C.F.R. § § 1.1307(b)(3) and 1.1310 along with the general rules, regulations, and policies of the FCC. Waterford work processes incorporate all specifications of FCC Office of Engineering and Technology, Bulletin 65 ("OET65"), from the website: www.fcc.gov/oet/rfsafety and follow criteria detailed in 47 CFR § 1.1310 "Radiofrequency radiation exposure Limits".

Within the technical and regulatory framework detailed above, Waterford developed tools according to recognized and generally accepted good engineering practices. Permissible exposure limits are band specific, and the Waterford computerized modeling tools correctly calculate permissible exposure based on the band(s) specified in the input data. Only clients and client representatives are authorized to provide input data through the Waterford web portal. In securing that authorization, clients and client representatives attest to the accuracy of all input data.

Waterford Consultants, LLC attests to the accuracy of the engineering calculations computed by those modeling tools. Furthermore, Waterford attests that the results of those engineering calculations are correctly summarized in this report.

SBA Communications Corporation
8051 Congress Avenue
Boca Raton, FL 33487-1307

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F + 561.995.7626

sbasite.com

Vertical Bridge REIT LLC's request for a Special Use Permit
Telecommunications Tower at 269 Liberty Road, Crystal Lake, Illinois 60014

AFFIDAVIT OF KENT MEIER

Kent Meier, being duly sworn, deposes and states that he has personal knowledge of the facts set forth in this Affidavit and if called to testify in this matter, he would swear to the following facts as true and correct:

1. I am a Site Marketing Manager for SBA Communications Corporation ("SBA"), have been in this position for over 20 years and have direct knowledge relating to T-Mobile's ("TMO") relationship with SBA.
2. It is my job to interact with carriers, such as TMO, who have located, or are interested in locating, onto SBA cell towers located in several states, including Illinois.
3. I maintain an open line of communication with the carriers to discuss tenant issues, including but not limited to collocation, new equipment, centerline placement of equipment onto SBA cell towers and other related matters, which includes the cell tower SBA has owned, operated, and maintained since April 2018 in Crystal Lake, Illinois on property commonly known as 6251 Commercial Boulevard, Crystal Lake, Illinois 60014 (the "Existing Cell Tower").
4. SBA has a national pricing agreement in place with respect to TMO wishing to collocate on any of SBA's existing towers.
5. VB BTS, LLC, a subsidiary of Vertical Bridge REIT LLC ("Vertical Bridge"), has submitted a Development Application to the City of Crystal Lake, Illinois requesting to construct a new 115-foot monopine on behalf of TMO located 0.46 miles from the Existing Cell Tower.
6. As with all other matters TMO has previously been directed to send any communication related to SBA's cell towers in Illinois to my attention.
7. I communicate with TMO on a weekly basis and they have never mentioned the proposed construction of the subject tower, collocating on the Existing Cell Tower, nor have they inquired whether the Existing Cell Tower could accommodate their equipment.
8. TMO collocating onto the Existing Cell Tower would prevent the unnecessary and needless proliferation of telecommunication towers.
9. Having reviewed my corporate records, SBA can accommodate additional equipment for TMO on the Existing Cell Tower, including 5G equipment, at 110', 100', and 90'.
10. Should TMO's current needs require modifications to the Existing Cell Tower, SBA is willing to discuss this with and attempt to accommodate TMO.
11. There is ample structural capacity for the Existing Cell Tower to handle more equipment as SBA constructed the Existing Cell Tower to house multiple tenants.
12. Having reviewed the radio frequency ("RF") coverage comparison map and study along with the RF Maps submitted by Vertical Bridge, the T-Mobile maps indicate that their coverage target/area of improvement is to the West and as such, the Existing Cell Tower would actually provide better coverage to this area since it is West of their proposed location.
13. If called upon I would testify consistent with the foregoing.

[signature follows on next page]

Dated this 29th day of September, 2022

Kent Meier

Kent Meier

Subscribed and sworn to before me this
29th day of SEPTEMBER, 2022

Notary Public

Official Seal
Patrick C Turner
Notary Public State of Illinois
My Commission Expires 06/01/2023

SBA

Katie & Elizabeth,

We have great concern with the proposal to allow a 110' pole tower immediately adjacent to the residential component of the proposed Water's Edge development. The site line from Water's Edge to the west will be a hindrance to leasing. The staff report does not include a view from Water's Edge looking back to the west towards the proposed tower. There are many other locations where a 110' tower is more appropriate.

Please share this email with the Planning Commission.

Regards,

Tony DeRosa, Vice President
Fiduciary Real Estate Development, Inc.
789 North Water Street, Suite 200
Milwaukee, WI 53202
Cell: (262) 366-4376
E-mail: tderosa@fred-inc.com

Fiduciary
REAL ESTATE DEVELOPMENT INC
Living The Difference
Make FRED Your Career Home – VIDEO

Katie and Elizabeth - we received the notice regarding the request for a variance - special use from the Calypso building next to Crystal Court. They would like to install a cell tower.

I was unable to find any information on the City's website.

Could you share with us a copy of the staff report???

Also - please consider this correspondence a statement of our objection to the request.
The City recently approved the adjacent property for residential development and a cell tower immediately adjacent does not seem compatible to us. It will have a negative impact on our property and we urge the City and Planning and Zoning to deny the application.

I will not be able to attend the meeting tomorrow night but please inform the Commission of our opposition.

Thank you
If you can share the staff report it would be greatly appreciated.
John Green
CL Urban LLC
CL Seven LLC
CL Party City LLC
847-830-1193

Agenda Item No: 13

City Council
Agenda Supplement

Meeting Date: November 15, 2022

Item: Approval of change order providing additional compensation and time extension for TIF consulting services for Teska Associates

Staff Recommendation: Motion to adopt a Resolution approving an amendment to the contract with Teska Associates for additional compensation of $2,500.00 and a time extension to April 30, 2023 for TIF consulting services for Teska Associates.

Staff Contact: Kathryn Cowlin, Director of Community Development

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Background:

The City entered into a contract with Teska Associates in anticipation of a TIF District establishment and redevelopment review on May 4th, 2021. The scope of work included planning, technical and facilitation services to guide the review and adoption of plans and agreements related to the request of a master developer to acquire and redevelop the Crystal Court Shopping Center site. Services to address the phases of the approval process include the Development Review, Financial Analysis, and Tax Increment District creation.

The original contract was for a total of $39,900. At this time, due to continued discussions regarding the redevelopment agreement with the proposed developer, the City is seeking approval to extend the timeframe of the contract to April 30, 2023 and allow for an additional $2,500.00 in compensation. The professional services costs are eligible for recapture through future TIF increment.

Votes Required to Pass: A simple majority.

Res. 22R-

RESOLUTION APPROVING CHANGE ORDER

WHEREAS the CITY OF CRYSTAL LAKE identified the need to consider and approve a TIF District known as the Water's Edge at Three Oaks (the "Project"); and

WHEREAS the City contracted with Teska Associates for professional services for planning and technical assistance, facilitation services to guide the review and adoption of plans and agreements related to the request of a master developer and redevelopment of the Crystal Court Shopping Center; and;

WHEREAS, due to additional hours to be expended in relation to the Project, the City desires extended assistance by Teska Associates for professional services which were not anticipated at the time that the contract with Teska Associates was approved; and

WHEREAS, the Mayor and City council have determined that 1) the circumstances said to necessitate the change in the agreement with Teska Associates were not reasonably foreseeable at the time the contract was signed; 2) the change is germane to the original contract as signed and 3) the change order is in the best interests of the City of Crystal Lake; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE THAT:

SECTION ONE. Recitals. The foregoing recitals are incorporated as though fully set forth herein.

SECTION TWO. Approval of Change Order. The change order to the agreement with Teska Associates is hereby approved and the Interim City Manager is authorized to increase the upper level of compensation to Teska Associates to $42,400.00, an increase of

Draft

$2,500.00 and to execute all documents necessary to effectuate the change in the agreement with Teska Associates.

SECTION THREE. Effective Date. This Ordinance shall be in full force and effect after its passage, approval, and publication in pamphlet form in the manner provided by law.

DATED this 15th day of November, 2022.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: November 15, 2022
APPROVED: November 15, 2022

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AGREEMENT AMENDMENT #2

On *May 5, 2021* an agreement was entered into between Teska Associates, Inc., an Illinois Corporation with offices at 627 Grove Street, Evanston, Illinois 60201, hereinafter referred to as the "CONSULTANT," and *The City of Crystal Lake*, an Illinois Municipal Corporation with offices at 100 W. Woodstock Street, Crystal Lake IL 60014, hereinafter referred to as the "CLIENT", for the purposes of providing consultant services to assist in the establishment of a Tax Increment Financing District and the redevelopment of the "Crystal Court Shopping Center" property, and for other professional and technical services related to the review of development on behalf of the CLIENT.

The parties have agreed to the following amendment to the agreement:

That Time of Performance be changed to continue through *April 30th, 2023*.

That the budget for fees and expenses be increased by $2,500 to a total not to exceed $42,400.

All other terms and conditions of the agreement dated *May 5, 2021* are in full force with the exception of the above listed amendment.

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CONSULTANT:	CLIENT:
TESKA ASSOCIATES, INC.	*CLIENT NAME*
BY: _____	BY: _____
Lee M. Brown,	*Eric Helm*
President	*Interim City Manager*
Date: _____	Date: _____

AGREEMENT BETWEEN
THE CITY OF CRYSTAL LAKE, IL.
AND
TESKA ASSOCIATES, INC.

This AGREEMENT made and entered into this 5th day of *May, 2021* by and between *The City of Crystal Lake,* an Illinois Municipal Corporation with offices at 100 W. Woodstock Street, Crystal Lake, IL 60014, hereinafter referred to as the "CLIENT" and Teska Associates, Inc., an Illinois Corporation with offices at 627 Grove Street, Evanston, Illinois 60201, hereinafter referred to as the "CONSULTANT".

WITNESSETH:

WHEREAS, the CLIENT desires to engage the services of the CONSULTANT to furnish professional and technical assistance in connection with planning services, technical and professional support to the City Staff and the City Council, hereinafter referred to as the "PROGRAM", and the CONSULTANT has signified its willingness to furnish professional and technical services to the CLIENT:

NOW THEREFORE, the parties hereto do mutually agree as follows:

A. Scope of Consultant's Services

The CONSULTANT agrees to commence work upon execution of this AGREEMENT, and to perform those services outlined in Attachment "A", a copy of which is attached hereto and incorporated in this Agreement (the "***Services***"), utilizing the degree of skill and care exercised by practicing professionals performing similar services under similar conditions. CONSULTANT makes no other representations and no warranties of any kind, whether express or implied, with respect to its Services to be rendered hereunder.

B. Services to be provided by the CLIENT

In the event that any information, data, reports, records and maps are existing and available and are useful for carrying out the Services for this PROJECT, the CLIENT shall promptly furnish this material to the CONSULTANT. CONSULTANT shall be entitled to rely upon the accuracy and completeness of all information provided by the CLIENT and the CLIENT shall obtain any information reasonably necessary for the CONSULTANT to perform its Services under this Agreement. The CLIENT will be responsible for the organization and conduct of all meetings necessary to carry out the services described in Attachment "A". The CLIENT designates the *Community Development Director,* to act as its representative with respect to the Services to be performed under this Agreement, and such person shall have authority to transmit instructions, receive information, interpret and

define the CLIENT's policies and provide decisions in a timely manner pertinent to the Services covered by this Agreement until the CONSULTANT has been advised in writing by the CLIENT that such authority has been revoked. The CONSULTANT shall assign Lee M. Brown as Project Manager with respect to the Services to be performed under this agreement.

C. Compensation

The CONSULTANT shall be compensated for the Services on the basis of hourly billing rates for professional and technical staff time devoted to the PROJECT (but not to exceed the approved budget for such Services). The billing rates for professional staff are:

Lee M. Brown	$190/hour
Other Principals	$130 -- $185/hour
Senior Associates	$115 - $125/hour
Associates	$90 -- $105/hour
Clerical/Technical	$60/hour

No retainer nor minimum compensation for services is awarded with this agreement. Budgets and Tasks for individual assignments will be requested by the CLIENT, prepared by the CONSULTANT and agreed to by the CLIENT prior to undertaking of any Services related to each assignment. An accurate accounting of the hours and expenses incurred on the assignment shall be kept by the CONSULTANT and the CLIENT will be invoiced monthly.

D. Method of Payment

Method of payment shall be as follows: The CONSULTANT shall submit monthly invoices for costs incurred on the PROJECT during the billing period. Invoices are subject to the requirements of the Prompt Payment Act of the State of Illinois. To the extent permitted by applicable law, the CLIENT agrees to pay all costs and disbursements, including reasonable attorney's fees, incurred by the CONSULTANT in legal proceedings to collect for invoices which are delinquent and payable. No interest or collection costs shall be included in the upset maximum budget of this Agreement.

If the CLIENT fails to make any payment due the CONSULTANT within sixty (60) days from receipt of the invoice, the consultant may, after giving seven days' written notice to the CLIENT, suspend Services under this AGREEMENT until it has been paid in full all amounts due.

E. Time of Performance

The Services shall be performed in a timely manner according to mutually acceptable scheduling adopted between the CLIENT and CONSULTANT. The Services of the CONSULTANT will begin upon delivery to the CONSULTANT of an executed copy of this Agreement and shall continue through *April 30, 2022.*

F. Excusable Delays

The CONSULTANT shall not be in default by reason of any failure in performance of this Agreement in accordance with its terms (including any failure by the CONSULTANT to make progress in the prosecution of the Services hereunder which endangers such performance) if such failure arises out of causes beyond the reasonable control and without the fault or negligence of the CONSULTANT. Such causes may include, but are not restricted or limited to, acts of God, or of the public enemy, acts of the government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, illness, accidents, and unusually severe weather, but in every case the failure to perform must be beyond the control and without the fault or negligence of the CONSULTANT.

G. Termination

The CLIENT and the CONSULTANT shall have the right to terminate the Agreement by written notice delivered to the other party at least thirty (30) days prior to the specified effective date of such termination. In such event, all finished and unfinished documents prepared by the CONSULTANT under the Agreement shall become the property of the CLIENT upon payment of all invoices properly submitted and due the CONSULTANT under the terms of the Agreement. CLIENT acknowledges that incomplete documents are not represented as suitable for any use or purpose, and further agrees to defend, indemnify, and hold the CONSULTANT harmless from and against all claims, costs, suits, damages, liabilities, and expenses, including reasonable attorneys' fees, arising from or relating to any use, reuse, or modification of any CONSULTANT-authored documents that occurs without the CONSULTANT'S consent and professional involvement. This includes any subsequent use or completion of any incomplete documents.

H. Dispute Resolution

The parties agree that all claims, disputes, or other matters in question that arise out of or relate to this AGREEMENT or the breach thereof shall be submitted to non-binding mediation as a condition precedent to the institution of legal proceedings. If mediation fails to resolve the matter, either party may initiate litigation in a court of competent jurisdiction.

I. Conflict of Interest

The CONSULTANT certifies that to the best of his knowledge, no CLIENT's employee or agent interested in the Agreement has any pecuniary interest in the business of the CONSULTANT or the Agreement, and that no person associated with the CONSULTANT has any interest that would conflict in any manner or degree with the performance of the Agreement.

J. Changes

The CLIENT may, from time to time, require or request changes in the scope or deadline of services of the CONSULTANT to be performed hereunder. Such changes, including any appropriate increase or decrease in the amount of compensation, which are mutually agreed upon by and between the CLIENT and the CONSULTANT, shall be incorporated in written amendments to this Agreement.

K. Hold Harmless

The CLIENT shall hold the CONSULTANT harmless, protect and defend the CONSULTANT against any claims brought by third parties in connection with the implementation of any recommendations made or services rendered by the CONSULTANT in accordance with the Agreement that are not the result of the CONSULTANT'S negligence.

To the fullest extent permitted by law, the total liability in the aggregate, of the CONSULTANT to the CLIENT or anyone claiming by, through, or under the CLIENT, whether arising in tort, breach of contract, or by virtue of any other cause of action or legal theory, shall be limited to the coverage and limits of the insurance required of CONSULTANT by this Agreement.

The CONSULTANT shall indemnify and hold the CLIENT from and against damages, costs, liabilities, and expenses, to the extent caused by the CONSULTANT'S negligence in the performance of its services under this Agreement.

L. Insurance

The CONSULTANT shall maintain and keep in force during the term of this Agreement Commercial General Liability and Automobile Liability coverage in the following minimum amounts:

Commercial General Liability

General Aggregate Limit	$3,000,000

Product-Completed Operation	$1,000,000
Each Occurrence Limit	$1,000,000
Personal and Advertising Injury Limit	$1,000,000
Medical expense Limit	$10,000
Auto - Combined Single Limits (each Accident)	$1,000,000
Excess/Umbrella Liability	$1,000,000
Workers Compensation (statutory limits)	$500,000

IN WITNESS WHEREOF, the CLIENT and the CONSULTANT have executed this Agreement on the date and year first above written.

CONSULTANT:
TESKA ASSOCIATES, INC.

BY: _____
Lee M. Brown, FAICP
President

Date: 5/5/21

CLIENT:
CITY OF CRYSTAL LAKE, IL

BY: _____

Date: 5/10/21

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ATTACHMENT A

SCOPE OF SERVICES

1. The Study Area

For the purposes of this Agreement, the study area is defined as the Crystal Lake, IL and all unincorporated land contiguous to and within 1-½ miles of the City's municipal limits.

2. Consultant Services

CONSULTANT services will be provided in response to a specific request for services, (in writing or by phone) made by the Director of Community Development or her designee. The Director will request an estimate of the work effort and fees in advance of authorizing a work order. The following services may be provided by the CONSULTANT:

The Consultant will provide planning, technical and facilitation services to guide the review and adoption of plans and agreements related to the request of Fiduciary Real Estate Development, Inc. to acquire and redevelop the former Crystal Court shopping center site. The Consult will provide services to address three phases of the approval process: Development Review, Financial Analysis, and Tax Increment Financing District creation. These Phases are likely to be addressed in parallel, although their completion is likely to occur in that order.

Development Review, Observation, and Testimony. APPROVED BUDGET: $4,500

This category of service includes all activities related to zoning and entitlement review of the Fiduciary Real Estate Development proposals, including, but not limited to the following:

- Meetings with City staff, consultants and developers/property owners to review plans and preliminary project proposals and applications.
- Preparation of advisory memoranda, including recommendations for each sub-area or land use.
- Detailed special area plans and design guidelines for the proposed development site, illustrating the City's preferred development approach.
- Coordination with the Director of Community Development in the scheduling and preparation of the Planning & Zoning Commission or other meeting agendas.
- Attendance at Planning & Zoning Commission meetings, providing oral comments and recommendations.
- Expert testimony on behalf of City on planning concepts, development trends, and market realities.
- Prepare and review PUD ordinance to ensure that all the development review and entitlement requirements are in that ordinance.

- Attendance at City Council meetings, as required.

Financial Analysis and Assessment of Financial Gap. APPROVED BUDGET: $7,500

Prior to formalizing acceptance of a development agreement, the Consultant will conduct a thorough review of developer requests to evaluate the level of financial assistance (if any), required to make projects financially feasible. This is likely to include:

- Assessing the reasonableness of key project assumptions (development costs and projected revenues and expenses);
- Reviewing the proposed capital stack to determine the reasonableness of equity contributions, status of financing sources, and assumed terms;
- Preparing independent projections of project returns and/or financial gap;
- Analyzing developer returns with and without the requested public assistance packages;
- Conducting sensitivity analyses to determine the appropriate structure and term of public assistance required to ensure project feasibility; and
- Providing structuring recommendations, such as developer funding and City reimbursement, claw-backs or up-side sharing.

Development Agreement. APPROVED BUDGET: $3,900

In advance of approval of the preliminary PUD and Adoption of a Tax Increment Financing District, the Consultant will assist the City in the preparation and negotiation of a Development Agreement between the City and Fiduciary Real Estate Development, Inc.

- In conjunction with the City Manager and the City Attorney, the Consultant will prepare a deal sheet for initial negotiation.
- The Consultant will lead the City's Development Team comprised of Finance, Public Works, Fire Rescue, and Community Development along with the City Manager in the negotiation with FRED team in its effort to reach terms of an agreement.
- The Consultant will meet with the City Council to present the terms of the development agreement.

Tax Increment Financing District Creation. APPROVED BUDGET: $24,000

In parallel with the review of the development and the preparation of the Development Agreement, The Consultant will document TIF eligibility, prepare the Redevelopment Plan and prepare for JRB review. Once the Development Review and PUD process nears

completion, and the Development Agreement has been reviewed by the City Council and the Consultant will work with City Staff to prepare notices and initiate the TIF Adoption process:

PHASE 1: INITIAL PROJECT REVIEW AND ELIGIBILITY REPORT

- Kick-off Meeting.
- Eligibility Field Inventory.
- 1.3 Background Data Collection and Analysis.
- 1.4 Eligibility Findings Report.
- 1.5 Eligibility Review Meeting.

PHASE 2: PREPARATION OF REDEVELOPMENT PLAN

- 2.1 Plan Preparation.
- 2.2 Identification of Public Notice of Meetings.
- 2.3 Report Submittal and Meeting with Staff.
- 2.4 Revisions and Preparation of Final Plan.

Phase 3: ADOPTION

- 3.1 Confer with City Attorney.
- 3.2 Joint Review Board Meeting.
- 3.3 Public Hearing.
- 3.4 Revisions.
- 3.5 Filing of Required Documents.

Agenda Item No: 14

City Council
Agenda Supplement

Meeting Date: November 15, 2022

Item: Bid Award - Liquid De-Icing Chemicals

Staff Recommendation: Motion to award a contract for liquid de-icing chemicals to the lowest responsive, responsible bidder, Industrial Systems Ltd., and adopt a Resolution authorizing the Interim City Manager to execute a one-year contract with Industrial Systems Ltd. in the submitted bid amounts.

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

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Background:
The Public Works Department uses an organic liquid salt anti-icing additive in conjunction with rock salt to treat the roads during snow removal operations. The Public Works Department estimates it will utilize approximately 40,000 gallons of the organic-liquid salt additive and approximately 20,000 gallons of liquid calcium chloride for its snow and ice control operations this winter.

On November 3, 2022, the City of Crystal Lake publicly opened and read aloud the bids received for the purchase and delivery of liquid anti-icing & de-icing chemicals for winter snow and ice operations. The following is a breakdown of the bids:

Vendor	70% NaCl 30% BIO (per gallon)	Calcium Chloride (per gallon)
√Industrial Systems Ltd. Lakemoor, Illinois	$1.14	$0.67

√ Indicates recommended lowest responsive and responsible bidder

Discussion:
Staff solicited bids using the City's on-line bidding portal and in the newspaper. In addition, staff contacted recent bidders to make them aware of the bid. While only one vendor responded, the bid price is the same as the 2021 bid price ($1.14/ gallon). The City did not purchase liquid calcium chloride in 2022. In 2021 the City's cost was $0.65 per gallon. Industrial Systems is a local vendor that provides these types of products in large quantities. Other previous vendors are geographically further away.

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: (i) whose bid substantially conforms to the material provisions of the bid specifications, (ii) who demonstrates the financial capacity and ability to undertake and complete the project in question in accordance with bid specifications, and (iii) whose bid price 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 has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. It is the recommendation of staff to award the contract to the lowest responsible and responsive bidder, Industrial Systems Ltd. for the purchase of 70% NaCl 30% BIO at a cost of $1.14 per gallon and liquid calcium chloride at a cost of $0.67 per gallon. Industrial Systems Ltd. is the City's current vendor for these items.

Funds have been budgeted for these items.

Votes Required to Pass:

Simple majority

RESOLUTION

WHEREAS the CITY OF CRYSTAL LAKE is responsible for the removal of snow and ice during the winter months on City streets; and

WHEREAS, the CITY OF CRYSTAL LAKE received and publicly opened bids for liquid anti-icing & de-icing chemicals for use in snow and ice control on November 3, 2022; and

WHEREAS, the lowest responsive and responsible bidder is Industrial Systems Ltd, Lakemoor, 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 BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a one-year contract between the CITY OF CRYSTAL LAKE and Industrial Systems Ltd. for liquid de-icing chemicals in the amount of $1.14 per gallon for 70% NaCl 30% BIO and $0.67 per gallon for liquid calcium chloride.

Draft

DATED this 15th day of November, 2022.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____

Nick Kachiroubas, CITY CLERK

PASSED: November 15, 2022
APPROVED: November 15, 2022

Draft

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: November 15, 2022

Item: Board and Commission Appointment - Historic Preservation Commission

Council Discretion: Motion to appoint Ana Freund to the Historic Preservation Commission for terms ending June 30, 2024

Contact: Haig Haleblian, Mayor

Background:

Ana Freund, Crystal Lake resident with a passion for historic preservation, is interested in filling the vacancy on the Commission. If appointed, Ms. Freund's term would expire on June 30, 2024.

The Historic Preservation Commission supports the appointment of Ms. Freund.

Historic Preservation Commission appointments and reappointments are nominated and confirmed by the Mayor and City Council.

Should the Council have any questions, please contact Mayor Haleblian.

Votes Required to Pass:
Simple majority

187 Union St.
Crystal Lake, IL
[redacted]

ANA KATHLEEN FREUND

EDUCATION

The University of Iowa

December 2017, Iowa City, IA

- Bachelor of Arts in Education
- Honors Student & Dean's Honors List

WORK EXPERIENCE

Art Agent / Consultant & Sales Manager JANUARY 2020 - Present

- Manage communications between the artist and interested buyers, execute orders and sales, and help artist manage priorities/stay organized
- Create content to promote artwork on social media and the website
- Apply for grants and complete show applications

The Atlas Society

Development Director JANUARY 2021 - Present, Remote / Virtual

- Manage Development Department, with over 30,000 contacts, and directly supervise two staff members
- Execute 4-5 large-scale mailings, such as letters, reports, invitations, and gifts for donors and prospects
- Develop fundraising strategies, implement new technologies, launch new fundraising methods such as accepting cryptocurrency, planned giving/legacy society, and a donor club
- Plan annual fundraising gala and secure sponsorships and ticket sales alongside professional event planning team
- Collect and organize data from every department to include in 30+ page annual report
- Research and apply for grants and cultivate relationships with foundations and family offices
- Draft fundraising board reports, provide quarterly department updates and projections to the board of trustees

Development & Student Programs Coordinator AUGUST 2019 - DECEMBER 2020, Remote / Virtual

- Handled all donor communication through emails and email marketing, phone calls and handwritten notes
- Provided administrative assistance to the CEO by responding to emails, solving complex gift requests, organizing and researching donor and prospect meetings for CEO around the country
- Coordinated material shipments, traveled to and manned sponsored booth at 10+ events, introduced our work/mission to hundreds of young adults

Trump International Hotel

Nanny & House Manager AUGUST 2018 - MAY 2019, Chicago, IL

- Provided household support to a high-net-worth family with diverse needs
- Managed household calendar including scheduling and transportation

MINUTES
Historic Preservation Commission
October 6, 2022
City Hall, 100 W. Woodstock Street, Crystal Lake, IL

1) Call to Order
L. Solak called the meeting to order at 7:00 p.m.

2) Roll Call/Attendance
The following Commission members were present, Judi Halter, Nancy Haskins, Diana Kenney Bob Kosin, Brittany Niequist, Lisa Solak, and Bob Wyman. Natalie Tyron was absent. City Planner, Elizabeth Maxwell, was present for staff.

3) Public Comment
Rosie Roche introduced herself as the new Executive Director of the Dole. She has interest in preservation and is excited about the historic Dole Mansion. She just wanted to meet the commission and learn a bit more about what they do and hopes she can work with them on the Dole.

4) Approval of Minutes of the October 6, 2022 Regular Meeting
D. Kenney requested the minutes be changed to reflect that the money from the book sales would go to the save our stones cemetery fund. B. Kosin noted a misspelling in the word movie. B. Kosin made a motion to approve the minutes with the noted corrections. B. Wyman seconded the motion. On voice vote, members Haskins, Kosin, Niequist, Solak and Wyman voted aye, Members Halter and Kenney abstained. Motion passed.

5) New Member Discussion
Ana Freund was present. She said she is currently the development director of a non-profit as she runs the marketing department for a philosophy think tank. She recently moved to Crystal Lake and they purchased her husband's childhood home, which is near Central High School. She spoke with the Mayor and wanted to be involved and he suggested the HPC, so here she is to learn about the commission.

D. Kenney welcomed her and explained that they are a working commission. Historic preservation and education are their mission. They research homes, they are currently writing up the veteran's book, they organize the trolley tour, as well as review and issue grants and certificates of appropriateness. Mr. Freund asked about how much time this may be per week. D. Kenney responded that, that depends on the project and your role in the project. Right now, she and N. Haskins are working on the book and it is taking hours to do formatting and proof-reading.

B. Wyman explained the trolley tour. They started with walking tours where people would open their homes up and people in period clothes would show people around. D. Kenney then created the idea of the trolley tour. They research a set of houses and create a route. Through the research and writing up of the stories on the homes, you learn a lot about Crystal Lake's history. D. Kenney shared that the tour makes money for the grant program and it educates people.

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B. Niequist talked about the landmark process. She noted the local preservation ordinance is what really protects a home. The national register is nice, but it does not prevent the house from being changed or torn down. They are working on encouraging more people to plaque their homes. Once they are protect any major change to the exterior requires a Certificate of Appropriateness. B. Wyman said they just had a Sears Home apply for and receive landmark status.

B. Niequist asked what her interest in the HPC is. Ms. Freund said her enthusiasm is for the City in general. History was her favorite subject in school. She thinks she can help with marketing and fundraising, which are things she does now. She has done campaigns, mailings, ticket sales, and marketing. B. Kosin said there is a lot to learn about Crystal Lake.

D. Kenney made a motion to appoint Ana Freund to the Historic Preservation Commission. B. Niequist seconded the motion. On voice vote, all members voted aye. Motion passed.

6) Cemetery Cleaning and Veteran's Book

D. Kenney provided an update on the cemetery. Algonquin Township is working with a local arborist, Bruce Peters, to clean up the landscape. There was a dead tree that was taken down. They removed the brush that was along its base and found another old headstone. There is another tree dying that will need to be removed. They also removed other brush from the edges and corners. They removed the old "Lake Avenue Cemetery" sign and added a flag pole with solar light. She was very pleased with the progress.

D. Kenney said she met a resident who wanted to be involved. He noticed the many damaged headstones and said he can help research companies that can repair the stones. She said the priority for stone repair would be Veterans and then life safety, meaning those that could fall and hurt someone. He will be in contact with her.

N. Haskins discussed the book progress. She made the 12 pages of changes that were sent to her. She had been looking at other vendors to print the book. She visited Copy Express in Woodstock and he was very pleasant. The cost for 100 book out of the Montana company was $841 and the cost from Copy Express was $734. His site has five star reviews. D. Kenney said she had worked with him before and he printed the classic car night info and he may do the McHenry County newsletters now.

D. Kenney made a motion to select Copy Express as the vendor. B. Wyman seconded the motion. On voice vote all members voted aye.

D. Kenney thanked N. Haskins for working on the text and doing the edits. D. Kenney said they are looking at doing a second set of edits and would get the book out to a few people to get more eyes on it. L. Solak asked if there is anything else other members can do to assist.

7) Landmark Meeting Follow Up

L. Solak said reading through the old books she was able to find some of her properties. This will help personalize the letter. B. Niequist said this is the long game where you just keep checking back with the owners and encouraging them to apply.

DRAFT

8) Trolley Tour
Many members have heard from people asking about a trolley tour. It is a popular event. D. Kenney laid out a possible route of Sears homes. Since they just landmarked the home on Illinois Street, it seems fitting. There have been a few tours over the years that have had a Sears Home or two on them. She has found 22 or 23 Sears Homes and almost everyone is a different model. She ran through the route starting at City Hall then to Caroline Street, which has one home, then there are two on College Street, taking a left on Rosedale, where there is a house, then right on Wallace, right on Lill to see another house, back on College, and then right on Eastview and there is a house. Now would be a break as they drive up north on Main up to Glenn so this would be filler time for the presenter. There are five homes on Glenn then go to Illinois Street where there is one or two homes and finish with the 215 Illinois Street. There are 12 different models and since many have been featured before it is low on new research.

D. Kenney said the Historical Society will be doing a Sears Home display next year. B. Wyman said he will contact some trolley tour companies. D. Kenney said they will need three tour guides and they are down one because of Jim's passing. Each tour guide does the presentation differently and then another member is the navigator and helps tell the trolley driver when and where to stop. Another suggestion for a tour could be moved and removed, but maybe that is saved for 2024. L. Solak noted Bethany Lutheran is turning 100 next year. It was stated that two Sears Homes were moved to McHenry Avenue to make room for the church so this could be good filler material on the long drive.

Ms. Freund asked what a typical tour day looks like. D. Kenney said there are two trolleys that leave every 30 minutes and the route is about 45 minutes long. Each trolley hold 30 to 34 people. The demographics are all over as you'll have families with young kids, older residents and middle aged. Each ticket holder gets a tour book. The tour is educating and entertaining. They have sold ads in the book and banners. They could use help on the marketing and selling of ad space and banner advertising to increase funds. The tour is the second Sunday in June.

9) Member Inquiries and Reports
B. Wyman said he contact the McHenry County Historical Society about the 1940s movie and they had no record. They suggested the Illinois Institute of Films who also replied they had no record. B. Kosin things the Congregational Church may have some info and asked if D. Kenney could reach out to them.

10) Adjournment
There being no further business, D. Kenney made a motion to adjourn the meeting. N. Haskins seconded the motion. All members voted aye. The meeting adjourned at 7:58 p.m.

DRAFT

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date: November 15, 2022

Item: Proposal Award – McGrath Consulting Group, Inc.

Staff Recommendation: Motion to award the contract for a Police Department Staffing Study to the most qualified, responsible and responsive proposer, McGrath Consulting Group Inc., and adopt a Resolution authorizing the City Manager to execute an agreement with McGrath Consulting Group Inc. for a Police Department Staffing Study in the amount of $73,788, with 10% contingency for unforeseen expenses.

Staff Contact: James Black, Police Chief
Josh Allain, Management Analyst

Background:

City staff recommends conducting a Study of Police Department Staffing to help evaluate future Police Department needs. Performing this study is congruent with the City's philosophy of proactively anticipating future infrastructure, equipment purchases, and staffing levels.

Basis for Study Need

Commercial and residential development is one major reason to review Police Department staffing, staff time and patrol zone distribution. In the last ten years, the City has experienced residential and commercial development growth, and increased interest in future development. Since 2010, the following development occurred, is in progress, or contemplated. The location and type of development can impact response times, officer time devotions and patrol zone locations.

Development in Progress:

- Woodlore Estates (68 townhomes, 310 single family homes & 86 age-restricted single family homes)
- Gable Point Congress Parkway Senior Housing (60 units)
- Mercy Hospital
- Congress Parkway Apartments (60 units)
- The Residences Congress Parkway Independent Living (60 units)

- The Springs Luxury Apartments, Route 31 (280 units)
- Main Street and Crystal Lake Avenue residential development (99 units of multi-family residential)
- Clover Senior Living, Terra Cotta/IL Rte. 176 (124 Units)

Probable Future Development:

- Fairfield Inn Hotel (construction anticipated Fall 2023/Spring 2024 of 88 room hotel)
- Redwood of Crystal Lake Rental Townhomes (304 units)
- Mixed Use Crystal Court redevelopment (Commercial space and 271 units of residential)
- Congress Courtyards (93 units)

Contemplated Future Development:

- Woodstock Street and Minnie Street (multi-family residential)
- Main Street Crossing Development (mixed use development or industrial use)
- Three Oaks Road and Sands Road (multi-family residential)

Another reason to evaluate Police Department staffing needs is the changing nature of the police service and training. Calls for police officer assistance require more attention and time devotion compared to years past. Increases in complexity of responses needed, mental health calls, and the amount of time it takes to use improved evidence collection technology, all warrant an overall evaluation of staffing levels so as to ensure each of these are receiving the appropriate amount of officer attention. Increases in State mandated training has the possibility to also impact officer's individual time allocations and can reduce staffing levels.

Study Scope of Work

The City created a request for proposal (RFP) for a consultant to perform the proposed Police Department Staffing Study. A consultant is recommended for this project in order to leverage the expertise of individuals that have broad knowledge of Police Departments and expertise in completing similar projects. Consultant firms are also able to perform detailed quantitative analysis and provide recommendations based on this analysis. The consultant's work will provide the City an objective and data focused foundation for proposed future Department staffing levels and strategies.

The RFP scope of work requests the consultant to evaluate or provided recommendations on the following areas:

- *Number of patrol officers, investigators, non-sworn personnel and supervisors:* This review will be based on criteria that allow the Department to maintain desired levels of service.
- *Officer time allocations:* Evaluation will be needed of time that officers spend obligated and unobligated and a recommendation will be needed to provide the optimal balance.
- *Benchmarking comparison:* An evaluation will be made of how City staff compare to similar communities for desired statistical comparisons.
- *Call Stacking:* An evaluation will be made of calls "stacking" in SEECOM, and an evaluation will be made on how this impacts operations.

- *Patrol Zone Evaluation:* current and potential future patrol zone configurations will be considered based upon current call origins, community development, population density and other variables.

Data analysis will be an important element of the consultant's scope of work. The proposed study will use Records Management System (RMS) and Computer Dispatch (CAD) data to thoroughly investigate the topics that the City chose to evaluate and for the analytical proof of recommendations as well. The consultant will compare local trends to national standards and similar communities in order to identify gaps in current and future service delivery. Analyzing similar communities and national trends will help determine future needs in Department staffing levels.

Also, the proposed study will investigate the type and location of existing and future commercial and residential development and identify whether these may trigger modifications to Department staffing and patrol zone structuring.

Finally, the consultant will assist the City in identifying a short-term (1-3 years.), mid-term (5-9 years.) and long-term (10+years.) assessment of patrol staffing. Due to the potential financial implications of the recommendations, it is important that recommendations vary, and have qualitative/quantitative backing in their justifications. These recommendations can then be placed in the City's future planning and funding sources can be identified for future City Council consideration.

Proposal Evaluation

The City followed its procurement practices by publically advertising the Request for Proposal (RFP). On Friday, August 15, 2022, the City received proposals from seven consulting firms.

The City compared the proposals and submittals based on the evaluation criteria as set forth in the City's Request for Proposal document. The evaluation criteria considered during the review were:

- Comprehensiveness of the proposal in addressing the proposal specifications.
- Experience and Qualifications
- Professional knowledge and comprehensiveness of data gathering methodology and analysis
- References
- Fees

A summary of the submittal review is represented in *Table 3,* on the following page.

Table 3: Summary of Evaluation Criteria

Evaluation Criteria	√ **McGrath Consulting Group**	CERTUS*	Etico Solutions **	Fitch and Associates	Jensen Hughes	Raftelis	National Policing Institute
Comprehensiveness of the proposal	Provided required elements	Did not provide required elements	Extensive list of exceptions to RFP specifications	Provided required elements	Provided required elements	Provided required elements	Provided required elements
Experience and Qualifications	Consulting for 21 years; +400 clients	New Firm, minimal experience	Consulting for 18 years	Consulting for 40 years; +1000 communities	Firms years of experience not provided	29 years of local gov. experience; +1200 local gov. studies	Consulting for 50+ years
Professional knowledge and data gathering	Project team has professional experience in policing and municipal administration and demonstrated the expertise to fulfill the specifications of the RFP.	Staff resumes and project experience included.	Staff resumes and project experience included.	Staff resumes and project experience included.	Staff resumes and project experience included.	Staff resumes and project experience included.	Staff resumes and project experience included.
References	Provided; contacted and positive.	Provided	Provided	Provided	Provided	Provided	Provided
Base Fees	$73,788	$49,707	$59,000	$93,500***	$87,461	$132,000	$143,000

√ indicates the recommended vendor

* Offering the lowest priced proposal for the Staffing RFP, but is not recommended. Certus is not recommended due to lack of firm references. Specifications in the RFP response did not thoroughly address the topics that the City desires to have researched in the RFP. Overall responses were vague and did not allow the City to be confident in the execution of the Study.

**Removed from consideration following their extensive list of exceptions listed to the RFP response specifications. The consultant had a list of 10+ exceptions, with major consideration given to the consultant only being able to do projections for six years out, not evaluating response times, and not including any benchmarking comparisons.

***Does not include Travel Expenses.

Recommendation:

This contract is being presented pursuant to a request for qualification 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 is the most well-suited for the project.

Based on the review of the evaluation criteria and the fee proposals, City staff has determined that McGrath Consulting Group is the most qualified, responsive and responsible proposer and the recommended vendor for several reasons:

1. *Experience and Qualifications*: McGrath Consulting Group Inc. has experience working with a variety of Police departments and presented a team with a diverse professional background. McGrath has the experience of being led by an individual who served as both the Village Manager of Hanover Park and served in Police Chief Positions for various communities.

2. *Positive References and Interview*: City staff contacted McGrath Consulting Group Inc. references, Stafford, TX, Garden City, KS, and Glen Ellyn, IL and they spoke highly of McGrath's Police Staffing Study. Garden City has used the consultant for reoccurring HR matters and stated they would use McGrath again for Police Department studies.

3. *Competitive Fees*: McGrath Consulting Group Inc. submitted a fee proposal that accurately reflects the City's scope of work. Their proposed fee is all-inclusive fixed, not to exceed cost.

The study is projected to be completed in approximately three months. The attached consultant contract has been approved by the City legal counsel. Funding for the Study has been allocated in the FY 22/23 budget.

Votes Required to Pass:

Simple majority

Res. _____

R E S O L U T I O N

WHEREAS the CITY received proposals for a consultant to perform a Police Department Staffing study on September 16, 2022; and

WHEREAS, the most qualified, responsible, and responsive proposer was McGrath Consulting Group Inc.

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 a contract between the CITY OF CRYSTAL LAKE and McGrath Consulting Group Inc. in the amount of $73,788 and a 10% contingency for unforeseen expenses to perform the study; and

DATED this 15th day of November, 2022.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED:
APPROVED:

Draft

Agenda Item No: 17

City Council
Agenda Supplement

Meeting Date: November 15, 2022

Item: Public Works and Engineering 2023-24 proposed Capital Improvement Plan Presentation

Staff Recommendation: Discussion Only

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

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Background:

This item is for discussion only. Public Works and Engineering Director Michael Magnuson will provide a presentation of the proposed Capital Improvement Plan.

Formal consideration of the plan by the Council would occur during the fiscal year 2023-24 budget process.