CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
September 19, 2023
7:00 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes – September 5, 2023 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. **McHenry County Natural Hazards Mitigation Plan**

   b. **Resolution in support of the application for a Federal Emergency Management Agency (FEMA) "Building Resilient Infrastructure and Communities" grant for the Re-Establish Crystal Creek Improvement project**

      Resolution in support of the application for an Illinois Environmental Protection Agency (IEPA) "Green Infrastructure Grant Opportunities" grant for the Re-Establish Crystal Creek Improvement project

   c. **Adoption of an Ordinance amending Section 515-15(J), Water and Sewer, of the City Code**

10. **City Code Amendment to increase the Number of Class 28 Liquor Licenses and to increase the Number of Video Gaming Licenses - Applicant: Marsala's Ristorante Italiano, Inc., d/b/a Jameson's Charhouse, located at 5016 Northwest Highway**

11. **1435 Trailwood Court - Variation to allow a fence to exceed the maximum four-foot height in a yard abutting a street to allow a six-foot high fence 8.5 feet into the required 30-foot setback, a variation of two feet in height**

12. **250 Lake Shore Drive - Variations from Article 3 and 4 to allow a covered attached deck two feet from the interior property line, an encroachment of five feet into the required seven-foot side yard setback; and to allow a porte cochère five feet from the interior property line, an encroachment of two feet into the required seven-foot setback; and to allow a porte cochère ten feet from the property line along Leonard Parkway, an encroachment of 20 feet into the required 30-foot yard abutting a street**

13. **650 Leonard Parkway - Simplified Residential Zoning Variation from the required 30-foot setback for a 5-foot tall fence in the side yard abutting a street, allowing a 0-foot setback**

14. **921 North Shore Drive - Variations from Article 3 to allow the encroachment of the principal structure 9 feet 9 inches into the 46.36-foot front yard (lake side) setback; and to allow the encroachment of stairs 12 feet 9 inches into the 46.36-foot front yard (lake side) setback; and to allow the new house to extend 28 feet 10 inches into the 61.40-foot street side setback; and to allow the connection of the new house to the existing garage creating a total encroachment of 58 feet into the 61.40-foot setback; and to allow a total impervious surface coverage of 55.6% (4,888 square feet), a variation of 5.6% or 490 square feet**

15. **Bid Award – Sidewalk Entrance Replacement at Municipal Complex**

16. **Bid Award – Wastewater Treatment Plant Liquid Aluminum Sulfate (ALUM) Purchase**

17. **Bid Award – Salt Storage Building Construction Project and Appropriation of Motor Fuel Tax (MFT) Funds**

18. **Proposal Award – Document Scanning Services**

19. **Unified Development Ordinance (UDO) Text Amendment to Article 2, Article 3, Article 4 and Article 10, as well as Appendix A-1100 to make various amendments to the UDO**

20. **Amendments for Various City Code Provisions**

21. **Intergovernmental Agreement Regarding Lake Safety and Ecology Fees for Users of Crystal Lake**

22. **Hotel Tax Funding Guidelines Consideration**

23. **Council Inquiries and Requests**

24. **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**

25. **Reconvene to Regular Session**

26. **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: September 19, 2023

Item: McHenry County Natural Hazards Mitigation Plan

Staff Recommendation: Motion to adopt a Resolution authorizing the adoption of the McHenry County Natural Hazards Mitigation Plan

Staff Contact: Michael Magnuson, Director of Public Works and Engineering
Craig Snyder, Fire Rescue Chief

Background:
The McHenry County Natural Hazards Mitigation Plan was created to identify activities that can be undertaken at all levels of government and by the private sector to reduce the safety, health hazards, and property damage caused by natural hazards. The Plan focuses on identified major hazards facing McHenry County, including floods, severe summer and winter storms, tornadoes, extreme cold and heat events, drought, and dam failure.

The 2023 McHenry County Natural Hazards Mitigation Plan (Plan) is the third iteration of the Plan, which was initially prepared by the Mitigation Committee in 2008. The Mitigation Committee's members include representatives of County offices, participating municipalities and townships, state and federal agency partners, and local not-for-profit organizations with a role in hazards mitigation and community resilience. Staff from the Fire Rescue Department and Public Works and Engineering Department were part of the committee.

As part of the Plan, an action plan was created which establishes the priority direction of the McHenry County natural hazards mitigation program. Specific recommended mitigation activities of the Action Plan for Crystal Lake are as follows:

- *Action Item 1 - Plan Adoption*: McHenry County is in the process of adopting the plan, which has been reviewed and approved by FEMA. Adoption by the City is a requirement for recognition of the Plan by FEMA to be eligible for assistance via Hazards Mitigation Assistance funding programs such as the FEMA Building Resilient Infrastructure and Communities (BRIC) program, Flood Mitigation Assistance (FMA) program and the Hazards Mitigation Grant Program (HMGP)

- *Action Item 2 - Continuation of Mitigation Committee*: The McHenry County Mitigation Committee was formally adopted in 2010 and will continue to guide the planning process. The County Board adoption of a resolution in December 2010 states that the "McHenry County Hazards Mitigation Committee is hereby established as a permanent advisory body." City staff participates with the Mitigation Committee.
- *Action Item 3 - Plan Monitoring and Maintenance*: McHenry County holds a formal Committee Meeting at least once a year to evaluate and monitor progress on implementation. City staff attends this annual meeting.
- *Action Item 4 – Include the McHenry County Natural Hazards Mitigation Plan into Other Plans*: As the City develops or revises comprehensive or land use plans, emergency operations plans, and ordinances, the goals and guidelines of this Plan should be incorporated into those efforts. Ongoing, no further action required.
- *Action Item 5 - Watershed Studies*: The City has participated and adopted various Watershed Plans including the Crystal Creek Watershed Plan, Woods Creek Watershed Plan, and Silver Creek Sleepy Hollow Watershed Plan. No further action required.
- *Action Item 6 - Expand Stream Gaging Network*: The City currently performs water level checks. Ongoing, no further action required.
- *Action Item 7 - Stream Maintenance Programs*: The City maintains an active drainage system inspection and maintenance program meeting the requirements of the FEMA Community Rating System (CRS) program. Ongoing, no further action required.
- *Action Item 8 - Prohibited Waterway Dumping Ordinances*: The City's Illicit Discharge Ordinance addresses the requirements of this item in addition to enforcing the dumping restrictions adopted via the McHenry County Stormwater Management Ordinance. Ongoing, no further action required.
- *Action Item 9 - Mitigation of Public Infrastructure*: The City continually evaluates the need for mitigation improvements to protect from natural hazards and has completed many capital improvement projects. Ongoing, no further action required.
- *Action Item 10 - Continue NFIP Compliance*: The City is a Class 6 CRS community and maintains compliance with higher floodplain management standards than the NFIP minimum requirements. No further action required.
- *Action Item 11 - Repetitive Loss Areas Study*: The City continues to educate the homeowners of repetitive loss properties regarding how to protect themselves and their neighborhood from flood damage. Ongoing, no further action required.
- *Action Item 12 - Identification of Floodplain Structures*: As a CRS community, Crystal Lake maintains a list of all floodplain structures within the City limits.
- *Action Item 13 – Investigation of Critical Facilities*: No City action required as this work is completed at the County level.
- *Action Item 14 - Critical Facilities Design with Natural Hazards Protection*: The City has identified many critical facilities and incorporated this data into the ComEd Joint Operations Center plans for the Crystal Lake service area to restore power as a priority.
- *Action Item 15 - Mitigation of Floodplain Properties – Property Protection Projects*: The City continues to implement the projects identified as part of the Stormwater Solutions Initiative. Ongoing, no further action required.
- *Action Item 16 – Safe Rooms*: Informational items regarding safe rooms will be available for residents. Ongoing, no further action required.
- *Action Item 17 – Consider Community Rating System Participation*: The City already participates in this program. No further action required.

- *Action Item 18 - Urban Forestry*: The City is a current participant in Tree City USA. No further action required.
- *Action Item 19 – Consider Participation in Storm Ready*: The City can consider joining the National Weather Service's StormReady program.
- *Action Item 20 – Strengthen Building Codes and Code Enforcement Training*: The City has adopted the 2018 International Building Codes. No further action required.
- *Action Item 21 - Seek Mitigation Grant Funding for Additional Mitigation Planning and Cost Beneficial Projects*: The City identified funding needs for the Re-Establish Crystal Creek project to re-establish where the old creek was to match upstream and downstream. Construction is anticipated for 2024/2025. The City will be applying for the 2023 BRIC grant.
- *Action Item 22 - Implementation of the Water Resources Action Plan (WRAP)*: The City contributed significantly to developing the McHenry County 2020 WRAP and was a regular participant in the WRAP Task Force. The City continues to participate and improve the Municipal Separate Storm Sewer System MS4 program. Ongoing, no further action required.
- *Action Item 23 - Development of a Public Information Strategy*: Ongoing – The City has an emergency preparedness guide. Additional publications from various agencies related to severe weather are available on the City's website for access by the public at any time. The City also provides information related to emergency preparedness several times a year in the City's newsletters. Ongoing, no further action required.
- *Action Item 24 - Property Protection References*: The City has information regarding property protection measures for flooding available on its website and participates in the ICC Building Safety month campaign each May. Ongoing, no further action required.

The attached resolution will formalize the City's adoption of the McHenry County Natural Hazards Mitigation Plan and allow the City to be eligible for hazards mitigation grant funding. A copy of the executive summary of the plan is also attached.

Votes Required to Pass:
Simple Majority

RESOLUTION

WHEREAS, McHenry County is subject to flooding, severe summer and winter storms, tornadoes, drought, and other natural hazards that can damage property, close businesses, disrupt traffic, and present a public health and safety hazard; and

WHEREAS, the McHenry County Hazards Mitigation Plan Committee has prepared a recommended McHenry County Natural Hazards Mitigation Plan that reviews the County's options to protect people and reduce damage from hazards; and

WHEREAS, the McHenry County Natural Hazards Mitigation Plan was developed as a multi-jurisdictional plan and has been submitted and approved by the Illinois Emergency Management Agency (IEMA) and the Federal Emergency Management Agency (FEMA); and

WHEREAS, the recommended McHenry County Natural Hazards Mitigation Plan has been widely circulated for review by residents and federal, state, and regional agencies and has been supported by those reviewers; and

WHEREAS, the preparation and adoption of a community mitigation plan is a requirement of the Federal Emergency Management Agency for McHenry County to be eligible for federal mitigation funds under Section 104 of the Disaster Mitigation Act of 2000 (42 USC 5165), and under 44 CFR (Code of Federal Regulations) Part 201.

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that it hereby authorizes the McHenry County Natural Hazards Mitigation Plan, approved by FEMA in July with an adoption date of September 2023, is hereby adopted as an official plan of the City of Crystal Lake; and

BE IT FURTHER RESOLVED, that the McHenry County Natural Hazards Mitigation Plan identifies a series of action items. The following action items are hereby assigned to the City department(s) as shown below, or to the McHenry County Hazards Mitigation Planning Committee or department of the McHenry County government. The designated City

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department shall be responsible for the implementation of the action item within the City, as staff resources and funding permits.

Action Item 1 – Plan Adoption: Crystal Lake City Council

Action Item 2 - Continuation of Mitigation Committee: McHenry County Board

Action Item 3 - Plan Monitoring and Maintenance: McHenry County Hazards Mitigation Planning Committee

Action Item 4 – Include the McHenry County Natural Hazards Mitigation Plan into Other Plans: City of Crystal Lake Public Works and Engineering Department and Community Development Department

Action Item 5 - Watershed Studies: McHenry County Planning and Development Department, City of Crystal Lake Public Works and Engineering Department

Action Item 6 - Expand Stream Gaging Network: City of Crystal Lake Public Works and Engineering Department

Action Item 7 - Stream Maintenance Programs: City of Crystal Lake Public Works and Engineering Department

Action Item 8 - Prohibited Waterway Dumping Ordinances: City of Crystal Lake Public Works and Engineering Department

Action Item 9 - Mitigation of Public Infrastructure: City of Crystal Lake Public Works and Engineering Department

Action Item 10 - Continue NFIP Compliance: City of Crystal Lake Public Works and Engineering Department

Action Item 11 - Repetitive Loss Areas Study: City of Crystal Lake Public Works and Engineering Department

Action Item 12 - Identification of Floodplain Structures: City of Crystal Lake Public Works and Engineering Department

Action Item 13 – Investigation of Critical Facilities: McHenry County Emergency Management Agency and GIS Division

Action Item 14 - Critical Facilities Design with Natural Hazards Protection: City of Crystal Lake Fire Rescue Department

Action Item 15 - Mitigation of Floodplain Properties – Property Protection Projects: City of Crystal Lake Public Works and Engineering Department

Action Item 16 – Safe Rooms: City of Crystal Lake Community Development Department

Action Item 17 – Consider Community Rating System Participation: City of Crystal Lake Public Works and Engineering Department

Action Item 18 - Urban Forestry: City of Crystal Lake Public Works and Engineering Department

Action Item 19 – Consider Participation in Storm Ready: City of Crystal Lake Fire Rescue Department

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Action Item 20 – Strengthen Building Codes and Code Enforcement Training: City of Crystal Lake Community Development Department

Action Item 21 - Seek Mitigation Grant Funding for Additional Mitigation Planning and Cost Beneficial Projects: City of Crystal Lake

Action Item 22 - Implementation of the Water Resources Action Plan (WRAP): McHenry County Water Resources Management

Action Item 23 - Development of a Public Information Strategy: City of Crystal Lake Fire Rescue Department, McHenry County Hazards Mitigation Planning Committee, McHenry County Emergency Management Agency

Action Item 24 - Property Protection References: City of Crystal Lake Community Development Department and Public Works and Engineering Department

BE IT FURTHER RESOLVED that the City Clerk is hereby requested to distribute a certified copy of this Resolution to the McHenry County Emergency Management Agency Director and IEMA.

DATED this 19th day of September, 2023.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
Haig Haleblian, MAYOR

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SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: September 19, 2023
APPROVED: September 19, 2023

U.S. Department of Homeland Security
FEMA Region 5
536 S. Clark St., 6th Floor
Chicago, IL 60605

FEMA

August 25, 2023

Mr. Sam Al-Basha
State Hazard Mitigation Officer
Illinois Emergency Management Agency
1035 Outer Park Drive
Springfield, IL 62704

Dear Mr. Al-Basha:

Thank you for submitting the 2023 McHenry County Natural Hazards Mitigation Plan for our review. The plan was reviewed based on the local plan criteria contained in 44 CFR Part 201, as authorized by the Disaster Mitigation Act of 2000. The plan met the required criteria for a multi-jurisdiction hazard mitigation plan. Formal approval of this plan is contingent upon the adoption by the participating jurisdictions of this plan. Once FEMA Region 5 receives documentation of adoption from the participating jurisdictions, we will send a letter of official approval to your office.

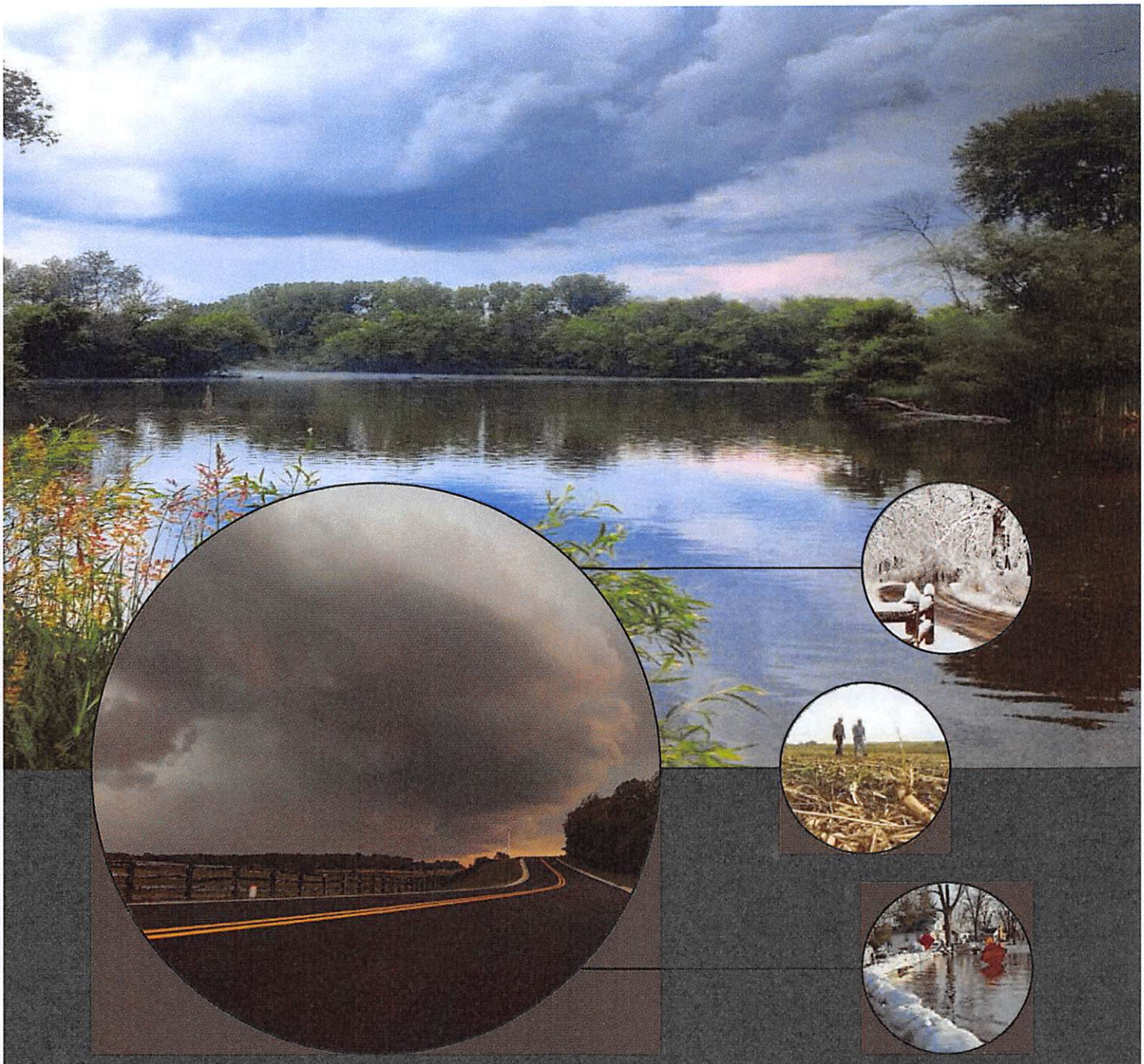
We look forward to receiving the adoption documentation and completing the approval process for the 2023 McHenry County Natural Hazards Mitigation Plan.

If there are any questions from either you or the communities, please contact Meghan Cuneo, at (202) 615-5294 or email at Meghan.Cuneo@fema.dhs.gov.

Sincerely,

JOHN A WETHINGTON
Digitally signed by JOHN A WETHINGTON
Date: 2023.08.25 12:30:41 -05'00'

John Wethington
Chief, Risk Analysis Branch
Mitigation Division



McHenry County Natural Hazards Mitigation Plan

Completed for McHenry County and participating communities

July 2023

Executive Summary

Overview

The 2023 *McHenry County Natural Hazards Mitigation Plan* (Plan, or 2023 Plan Update) identifies activities that can be undertaken by both the public and the private sectors to reduce safety hazards, health hazards, and property damage caused by natural hazards. The Plan focuses on seven natural hazards facing McHenry County and its jurisdictions. The identified major natural hazards facing McHenry County include floods, severe summer storms (including hail, lightning, and wind), severe winter storms, tornadoes, extreme heat events, drought, and dam failure. The County has received one Presidential Disaster Declaration since the 2017 plan update for the Covid-19 pandemic. Nevertheless, McHenry County EMA officials have responded to at least 40 different incidents involving natural hazards since 2004, some of those incidents lasting several days, and each one impacting people, property owners, and businesses in the County.

The development and adoption of a hazard mitigation plan allows communities to be eligible to apply for Federal Emergency Management Agency (FEMA) Hazard Mitigation Assistance (HMA) grants, including the Hazard Mitigation Grant Program (HMGP), the Building Resilient Infrastructure and Communities (BRIC) program, and the Flood Mitigation Assistance (FMA) program. The 2023 Plan Update was developed in accordance with the FEMA Local Mitigation Planning Policy Guide made effective April 19, 2023, and is eligible for credit under FEMA's National Flood Insurance Program (NFIP) Community Rating System (CRS). The updated planning guidance places an emphasis on planning for climate change and equitable outcomes. For this reason, McHenry County heavily invested in community and stakeholder engagement, and focused on identifying regional mitigation activities that increase the benefits gained by hazard mitigation.



The 2023 Plan Update

McHenry County is the sixth most populous county in Illinois, with a 2020 population of 310,229 people. McHenry County's population growth has slowed over the past few years due to the Covid-19 pandemic; nevertheless, the Chicago Metropolitan Transit Agency (CMAP) projects a significant population increase of approximately 20 percent by 2030 and 54 percent by 2050. Growth of this magnitude implies a notable need for change in land use and development. While the County's 2050 Comprehensive Plan is being updated during the 2023 Plan Update process, McHenry County is presented with a pivotal opportunity to grow and manage development in a manner that reduces the risk of natural hazards.

The 2023 Plan update is the third iteration of McHenry County's Natural Hazards Mitigation Plan, which was initially prepared by the Mitigation Committee in 2008. The Mitigation Committee's members include representatives of County offices, participating municipalities and townships, state and federal agency partners, and local not-for-profit organizations with a role in hazard mitigation and community resilience (shown below in Table ES-1).

The Plan is organized and designed to mirror FEMA's hazard mitigation planning process (see Figure ES-1). Chapters 1 and 2 describe the planning process and resources reviewed; Chapter 2 assesses risk and capabilities; Chapters 3 through 9 set goals and guidelines and establish six mitigation strategies and recommended actions; and Chapter 10 sets forth an Action Plan to support adoption and implementation. The six mitigation strategies and recommended actions are centered on **Preventive Measures, Property Protection, Structural Projects, Resource Protection, Emergency Services, and Public Information.**

Figure ES-1. FEMA Hazard Mitigation Planning Process



McHenry County and its jurisdictions have made significant progress since the 2017 planning process, including improving data collection for critical facilities, developing and implementing stormwater management and water resource regulations and best management practices, collaborating with federal partners to execute flood modeling efforts, and applying for federal grants to implement acquisition/demolition projects. The 2023 Plan Update considers this progress, as well as community and development needs, to establish the 5-year action plan to continue improving resilience to natural hazards.

2023 Participating Jurisdictions

Twenty-eight jurisdictions have committed to participating and adopting the 2023 Plan, as noted in Table ES-1. These jurisdictions identified natural hazard risks, shared critical infrastructure data and mitigation actions for their respective communities, and participated in the Mitigation Committee.

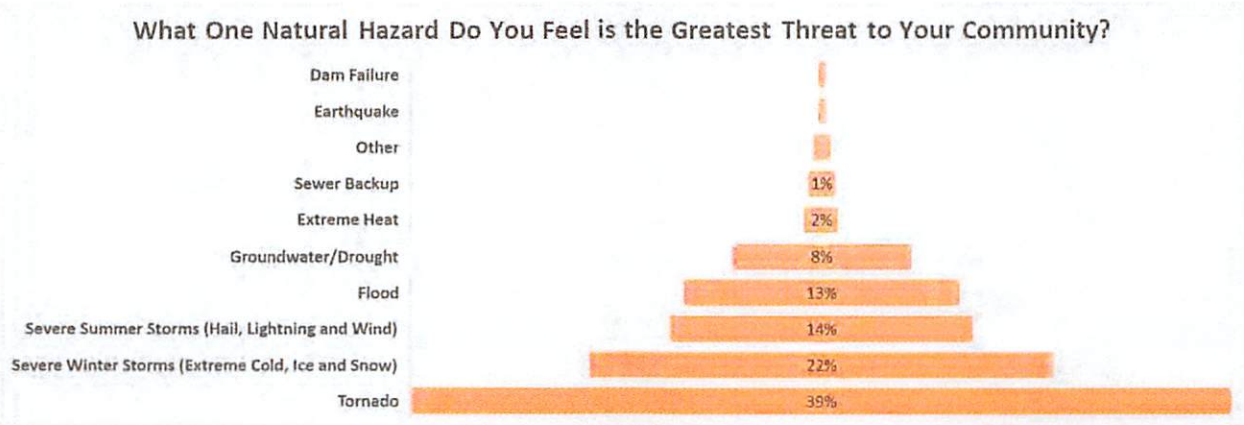
Table ES-1 McHenry County 2023 Plan Participating Jurisdictions

Jurisdiction	Status	Jurisdiction	Status
Alden, Township of	Participating	Lake in the Hills, Village of	Participating
Algonquin, Village of	Participating	Lakewood, Village of	Participating
Barrington Hills, Village of	Participating	Marengo, City of	Participating
Port Barrington, Village of	Participating	McHenry, City of	Participating
Bull Valley, Village of	Participating	McHenry Township Fire Protection District	Participating
Cary, Village of	Participating	McHenry Township Road District	Participating
Chemung, Township of	Participating	Richmond, Village of	Participating
Crystal Lake, City of	Participating	Ringwood, Village of	Participating
Dorr, Township of	Participating	Spring Grove, Village of	Participating
Fox River Grove, Village of	Participating	Wonder Lake, Village of	Participating
Harvard, City of	Participating	Woodstock, City of	Participating
Hebron, Township of	Participating	Unincorporated McHenry County	Participating
Huntley, Village of	Participating	Environmental Defenders of McHenry County	Participating
Johnsburg, Village of	Participating	McHenry County Conservation District	Participating

Stakeholder and Public Engagement

The Mitigation Committee engaged with stakeholders and the public through a series of in-person and virtual workshops, an online survey tool, and through individual interviews conducted by the University of Chicago. This approach allowed the County's hazard mitigation message to be accessed and understood multiple ways and through a variety of platforms. The survey tool and individual interviews proved most effective in gathering and sharing data and information. The public survey was shared through social media platforms from January 31 to March 31, 2023, and received over 600 responses from residents representing all jurisdictions. Figure ES-2 demonstrates the type of data gathered through the public survey instrument. Additionally, individual interviews conducted with local officials highlighted additional coordination needs between jurisdictions. McHenry County will continue to prioritize individual engagement with jurisdictions in future updates.

Figure ES-2. Example Feedback from the 2023 Public Survey



Risk Assessment

The risk assessment examines eight natural hazards that could impact McHenry County; no hazards were added to the planning effort. According to the FEMA National Risk Index, the County's national hazard risk is relatively moderate when compared to the rest of the U.S. Additionally, 91 percent of counties in Illinois have a lower risk index than McHenry County. While FEMA's data indicates that the County's social vulnerability is very low and that community resilience is very high, expected annual losses associated with natural hazards is relatively moderate and thus drives the County's risk index score.

McHenry County supplemented National Risk Index data with historical losses, local subject matter expertise, climate change data, and community feedback to validate risk. The findings of the hazard analysis and risk scoring are presented in Table ES-2 and Table ES-3.

Table ES-2 Summary of Hazard Profiles and Analysis, National Risk Index 2023

Hazard	Value of Exposed Property	Expected Annual Loss	Annualized Frequency	NRI Risk Score
Flood	$101 billion	$1.4 million	1.1 events per year	72.5
Severe Summer Storms (Wind, Lightning, Hail)	$3.67 trillion	$2.9 million	55.9 events per year	92.4
Severe Winter Storms and Extreme Cold	$3.67 trillion	$2.7 million	1.2 events per year	97.4
Tornadoes	$3.67 trillion	$21 million	0.4 events per year	97.1
Extreme Heat	$3.67 trillion	$1.3 million	0.7 events per year	90.8
Drought	$117 million	$14,503	9.9 events per year	43.7
Earthquakes	$3.67 trillion	$774,437	0.34% chance per year	75.5

Table ES-3 Summary of McHenry County Natural Hazards Final Ranking

Hazard	Category/Degree of Risk						
	Spatial Extent	Probability	Vulnerability	Public Health Consequences	Consequences to Property	Warning Time	Risk Score
Flood	3	5	3	2	5	4	3.9
Severe Summer Storm	5	5	3	3	3	4	4.1
Severe Winter Storm	5	5	2	2	2	2	3.5
Tornado	2	4	4	3	3	5	3.4
Extreme Heat	5	4	3	3	2	1	3.4
Drought/ Groundwater	5	4	4	3	2	1	3.5
Earthquake	2	2	2	2	2	5	2.3
Dam Failure	2	1	2	3	3	3	2.1

The 2023 Plan Update's risk scores have all increased from the previous plan update due to a variance in scoring criteria, which specifically addresses public health consequences and impacts to property. The new top 3 hazards presenting risk include severe summer storms, floods, and severe winter storms. These rankings are similar to the top three hazards identified in the last plan update.

Goals and Guidelines

The Mitigation Committee evaluated hazard mitigation goals and guidelines to understand potential changes in priorities and needs highlighted from the risk assessment update. The goals and guidelines were deemed appropriate, and no changes were made. The Mitigation Committee established the following hazard mitigation goals for the planning process:

Goal 1. Protect the lives, health, and safety of the people of McHenry County from the impact and effects of natural hazards.

Goal 2. Protect public services, utilities, and critical facilities from potential damage from natural hazard events.

Goal 3. Protect historic, cultural, and natural resources from the effects of natural hazards.

Goal 4. Ensure that new developments do not create new exposures to damage from natural hazards.

Goal 5. Mitigate to protect against economic and transportation losses due to natural hazards.

Goal 6. Identify specific projects to protect lives and mitigate damage where cost- effective and affordable.

The following guidelines were developed by the Mitigation Committee for purpose of achieving the goals and to facilitate the development of hazard mitigation action items:

Guideline 1. Focus natural hazards mitigation efforts on floods, severe summer and winter storms, tornadoes, extreme cold and heat events, and drought.

Guideline 2. Make people aware of the hazards they face and focus mitigation efforts on measures that allow property owners and service providers to help themselves.

Guideline 3. Seek state and federal support for mitigation efforts.

Guideline 4. Use available local funds, when necessary, to protect the public services, critical facilities, lives, health, and safety from natural hazards.

Guideline 5. Examine equitable approaches for the local cost of mitigation, such as user fees.

Guideline 6. Create and foster public-private partnerships to accomplish mitigation activities.

Guideline 7. Strive to improve and expand business, transportation, and education opportunities in McHenry County in conjunction with planned mitigation efforts.

Hazard Mitigation Strategies

During the initial development of this plan, the Mitigation Committee put substantial effort into reviewing each of the six mitigation strategies to understand the needs of the county. This previous work was refreshed during the 2017 update of this Plan and again during the 2023 update. Table ES-4 outlines each mitigation strategy, County capabilities, and recommendations from the Mitigation Committee.

Table ES-4 Summary of McHenry County Mitigation Strategies

Strategy Name	Strategy Summary	Capabilities	Primary Recommendations (Not Comprehensive)
Preventive Measures	Preventive measures include building codes, manufacturing home standards, planning and zoning regulations, and comprehensive stormwater management.	McHenry County and its jurisdictions have strong capabilities to implement further preventive measures.	Continue with county-wide ISC building code outreach and adoption; Enforce all provisions of the NFIP and County Stormwater Management Ordinance; Examine requirements to strengthen mobile homes.
Property Protection	Property protection measures modify a building or property that is subject to natural hazards to reduce potential damage. This includes structure barriers, elevation, relocation, and acquisition.	McHenry County and its jurisdictions have the capacity to implement property protection measures.	Investigate and mitigate repetitive loss properties; Mitigate critical facilities in the floodplain; Pursue funding to protect public and private property at risk.
Structural Projects	Engineering solutions that are constructed to protect people, buildings, and infrastructure from damage to natural hazards. This includes large structural flood control projects.	McHenry County and its jurisdictions may be challenged to implement structural projects from a financial perspective.	Continue developing watershed studies and plans; Evaluate opportunities to incorporate nature-based solutions; Seek funding for engineering solutions that provide regional benefit.
Resource Protection	Resource protection activities are aimed at preserving or restoring natural areas. This includes stormwater management, green infrastructure, and habitat protection and creation.	McHenry County and its jurisdictions have the capacity and the community's support to implement resource protection measures that support hazard mitigation and sustainability.	Incorporate open space provisions to preserve wetlands and farmland; Direct resources towards stream restoration and erosion protection; implement water quality and groundwater protection measures recommended by the Water Resources Action Plan.
Emergency Services	Emergency service functions include broad categories of preparedness, warning, response, and recovery.	McHenry County and its jurisdictions have strong capabilities to implement pro-active emergency management to support hazard mitigation.	Improve warning systems; Provide training and conduct exercises; Continue to evaluate critical facility vulnerabilities.
Public Information	Public information activities advise property owners, renters, businesses, and local officials about hazards and ways to protect people and property.	McHenry County's strong relationships between jurisdictions and with the community indicate the capability and capacity to implement an effective public information plan related to hazard mitigation.	Key topics to cover in future PI efforts include safety and emergency protection measures from severe storms, tornadoes, and floods; and increasing public understanding of flood risk.

Mitigation Action Plan Summary

The Mitigation Committee meets annually to review Action Plan items from the current natural hazard mitigation plan. For the 2023 Plan Update, 24 actions were included in the Action Plan as part of a 5-year roadmap to increase community resilience and reduce natural hazard risk. The Mitigation Committee evaluated and prioritized the mitigation actions into a consolidated risk to support future annual plan reviews. A few top priority mitigation actions from the 2023 Plan Update include:

- Mitigate public infrastructure and design critical facilities with natural hazards protection measures.
- Investigate critical facilities, including validating locations and vulnerabilities, for compilation in a GIS database.
- Mitigate floodplain properties and repetitive loss structures using FEMA HMA program dollars and other federal and local grants available.

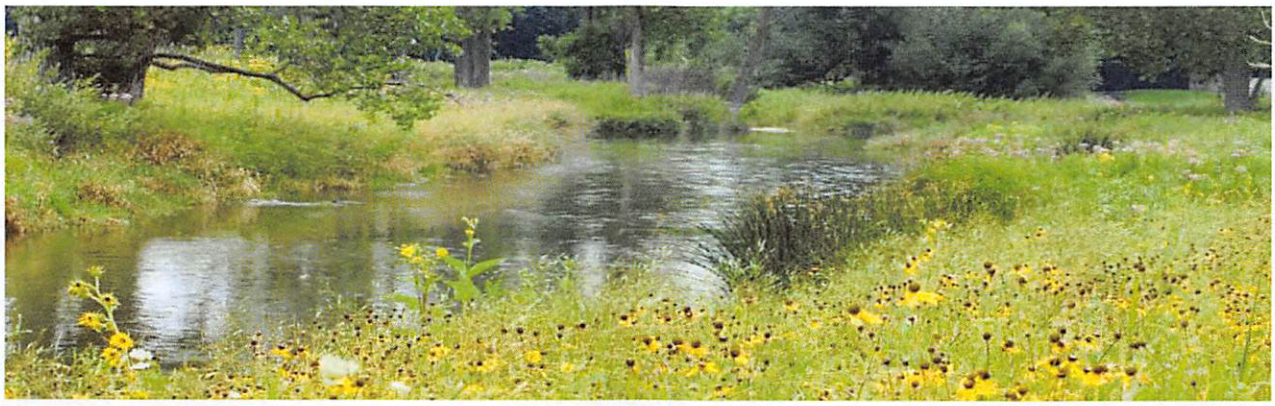
The Mitigation Committee identified several multi-jurisdictional projects for funding pursuits, including installing stream gages, building a county-wide salt storage facility to enhance severe winter storm preparedness, and execute a structure-specific vulnerability assessment for the lower 10 miles of Nippersink Creek.

Plan Adoption

Jurisdiction adoption of the 2023 *McHenry County Natural Hazards Mitigation Plan* will be completed by resolution of the County Board, the city and village councils, and boards of trustees of each participating municipality, township, and agency. The County's resolution will include the continuation of the Mitigation Committee. The municipal resolutions will adopt each action item that is pertinent to the community (see Chapter 10) and identify a person responsible for implementation. With adoption, the County and each municipality, township or agency are individually eligible to apply for FEMA mitigation grant funding.

Summary

This Plan was developed and updated by the McHenry County Natural Hazards Mitigation Committee as a multi-jurisdictional plan to meet federal mitigation planning requirements. Upon state and federal plan approval and formal adoption, this Plan will be implemented and maintained through both countywide and individual initiatives, as funding and resources become available. The Mitigation Committee will continue to meet annually, and the public will be invited to participate and provide comments. This Plan will be updated again in five years, as required by FEMA.



Agenda Item No: 9b

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: Resolution in support of the application for a Federal Emergency Management Agency (FEMA) "Building Resilient Infrastructure and Communities" grant for the Re-Establish Crystal Creek Improvement project

Resolution in support of the application for an Illinois Environmental Protection Agency (IEPA) "Green Infrastructure Grant Opportunities" grant for the Re-Establish Crystal Creek Improvement project

Staff Recommendation: 1. Motion to adopt a Resolution supporting the application for a FEMA "Building Resilient Infrastructure and Communities" grant to partially fund the Re-Establish Crystal Creek Improvement project

2. Motion to adopt a Resolution supporting the application for an IEPA "Green Infrastructure Grant Opportunities" grant to partially fund the Re-Establish Crystal Creek Improvement project

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

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Background

Crystal Creek, between the lake and Highland Avenue is an open channel. The creek then flows underground in an undersized storm sewer behind South Elementary School and in front of Lundahl Middle School. South of Lundahl Middle School, Crystal Creek is back to an open channel and remains open to the south. The area of the creek that is located in the storm sewer restricts the flow of storm water. During heavy storms, the lack of storm water capacity results in flooding of upstream properties and residential neighborhoods. Flooding also occurs through the school properties during heavy rain events. Re-establishing the creek will allow flood waters to flow in the designated creek area and reduce the level of flooding to the surrounding area.

The proposed project will re-establish the open channel creek at this location and remove the existing storm sewers. Design engineering is underway and construction is scheduled to begin in June 2024, pending permit approvals from outside agencies.

City staff is always looking for grant opportunities to fund identified capital projects. The Building Resilient Infrastructure and Communities (BRIC) grant is allocated through FEMA to support states, local communities, tribes and territories as they undertake hazard mitigation projects, reducing the risks they face from disasters and natural hazards. The BRIC program guiding principles are supporting communities through capability- and capacity-building; encouraging and enabling innovation; promoting partnerships; enabling large projects; maintaining flexibility; and providing consistency. The Green Infrastructure Grant Opportunities (GIGO) grant funds projects to construct green infrastructure best management practices (BMP's) that prevent, eliminate, or reduce water quality impairments by decreasing storm water runoff into Illinois' rivers, streams, and lakes. The City's Re-Establish Crystal Creek improvement fits the requirements of both of these grants.

The BRIC funding request and the GIGO funding request both cover 75% of the eligible construction costs for this improvement. The BRIC funding request is to cover the infrastructure improvement related items (i.e.: culvert crossings, sanitary relocation, driveway work, etc.). The GIGO grant is to cover the construction costs of the water quality improvement related items (i.e.: excavation, native plants, rock riffles, erosion control, etc.) for the improvement. These grants, if received, could fund between $500,000 and $2,000,000 of the estimated $3,500,000 project. The Resolutions of Support are a requirement of the grant application submittals. Therefore, the City Council is requested to adopt the attached resolutions to include with the City's applications.

Votes Required to Pass:
Simple majority

RESOLUTION

WHEREAS, Crystal Creek enters undersized storm sewers between Highland Avenue and St. Andrews Lane; and

WHEREAS, these storm sewers cause upstream flooding; and

WHEREAS, it is desirable to re-establish an open channel in the Crystal Creek to reduce flooding and improve water quality; and

WHEREAS, the Federal Emergency Management Agency (FEMA) is soliciting applications for Building Resilient Infrastructure and Communities (BRIC) grant funds; and

WHEREAS, the City is requesting 75% of the eligible construction items for the project to be funded with BRIC funds and the remaining 25% to be paid for with local funds;

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

BE IT FURTHER RESOLVED that the Mayor and City Council support the Re-Establish Crystal Creek Improvement Project and support the City's application for BRIC grant funding; and

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

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

Draft

DATED this 19th day of September, 2023.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

PASSED: September 19, 2023
APPROVED: September 19, 2023

Draft

RESOLUTION

WHEREAS, Crystal Creek enters undersized storm sewers between Highland Avenue and St. Andrews Lane; and

WHEREAS, these storm sewers cause upstream flooding; and

WHEREAS, it is desirable to re-establish an open channel in the Crystal Creek to reduce flooding and improve water quality; and

WHEREAS, the Illinois Environmental Protection Agency (IEPA) is soliciting applications for Green Infrastructure Grant Opportunities (GIGO) funds; and

WHEREAS, the City is requesting 75% of the eligible water quality construction items for the project to be funded with IEPA GIGO funds and the remaining to be paid for with local funds;

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

BE IT FURTHER RESOLVED that the Mayor and City Council support the Re-Establish Crystal Creek Improvement Project and support the City's application for IEPA GIGO funding; and

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

Draft

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

DATED this 19th day of September, 2023.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

PASSED: September 19, 2023
APPROVED: September 19, 2023

Draft

Agenda Item No: 9c

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: Adoption of an Ordinance amending Section 515-15(J), Water and Sewer, of the City Code.

Staff Recommendation: Motion to Adopt an Ordinance amending Section 515-15(J), Water and Sewer, of the City Code, and

Staff Contact: Jodie Hartman, Director of Finance/Treasurer

Background:
The Water and Sewer Fund is a self-supporting utility. §515-15(J) of the City Code currently provides for a "New Account Deposit" of $50 for all new accounts. The deposit requirement was last amended in 2022 to provide for some clarification language. The amended language was not included earlier this year with other updates to the Water and Sewer section of the City Code. Staff is recommending reinstituting the clarification language as provided in the attached Ordinance.

Discussion:
The current policy per City Code §515-15(J), requires all new accounts to provide a $50 deposit to their utility account prior to receiving water/sewer service. This deposit remains on the account for at least two years. After twenty-four (24) months of consecutive timely payments, the deposit is returned to the customer via a credit to their utility account. If a customer elects to enroll in the City's direct debit program, they may have the deposit credited to their account after just two (2) months of consecutive timely payments as long as they keep their account in good standing.

The proposed Ordinance clarifies language in three areas:

1. Revises the terminology to consistently refer to the deposit as a "New Account Deposit". There has been some confusion as the policy refers to the deposit as both a new account deposit and a new customer deposit. This eliminates confusion for existing customers who open an additional account or customers who move from one location to another.
2. Adjusts the waiver for enrollment in the direct debit program from a two-month trial deposit to an immediate waiver. Should the customer's account fall out of good standing in the direct debit program within the first two years, the deposit would be charged on the next subsequent billing period. This proposed policy change is consistent with the original intent of the waiver option instituted in 2006.

This adjustment has two primary benefits. First, by offering an immediate waiver of the deposit, more customers would be likely to enroll in the direct debit program. This not only provides an option for a lower first bill for the customer, but also encourages on-time payment from the direct debit automation. Second, this reduces the administrative burden of manually adjusting accounts two months after creation.

3. Adds a section that allows current customers in good standing to have the deposit requirement waived, provided their existing account has been in good standing for the preceding twenty-four (24) month period. Returning customers without a current active account would not be included in this waiver.

The rates contained in the relevant section of the City Code are NOT being amended at this time; all current rates will remain at their previously approved amounts.

Votes Required to Pass:
Simple majority

ORDINANCE AMENDING SECTION 515-15(J) OF THE CRYSTAL LAKE CITY CODE

WHEREAS, Section 515-15(J) of the City Code addresses the subject of deposits to be made in connection with new water/sewer accounts; and

WHEREAS, the Mayor and City Council have found and determined that it is in the best interests of the City and its residents to amend Section 515-15(J) of the City Code in order to clarify certain language and provide a mechanism for the waiver of deposits for existing customers who relocate or add an additional property requiring water/sewer service.

NOW THEREFORE BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY AND STATE OF ILLINOIS, THAT:

Draft

Section 1: Amendment of City Code § 515-15 (J). Section 515-15(J), New Account Deposit of Chapter 515, Water and Sewer, of the City Code is hereby repealed and replaced in its entirety with the following:

J. New Account Deposit.

(1) Upon the establishment of a new water/sewer account, a deposit shall be made to such account prior to any water/sewer service being received at the property associated with the new account. Upon application for service, all new account owners must indicate whether the service is being requested for property that is owned or rented.
(2) The new account deposit shall be fifty dollars ($50.00) for water/sewer service.
(3) New account deposits shall be credited to water/sewer service customers in "good standing" for a period of twenty-four (24) consecutive months with a minimum of twenty-two (22) timely payments and no payments or drafts having been returned for insufficient funds. Such credits shall be applied to the customer's next bill following the 24th consecutive month of timely payments. No deposits to current accounts shall be refunded directly to the customer until account closure.
(4) The Finance Director is authorized to waive the deposit requirement in the event that the City has received an executed application for participation in the City's Direct Debit Program from the new account applicant prior to the first billing cycle. Such waiver shall remain in effect during such time as the customer is enrolled in the Direct

Debit Program and the account remains in good standing. An account in good standing is one that has not had direct debit payments returned to the City for insufficient funds on two consecutive billing periods. Should the account not remain in good standing at any point during the first twenty-four months following the establishment of the new account the new account deposit will be added to the customer's account, regardless of enrollment in the Direct Debit program. The Finance Director is authorized to process a refund of deposits held by the City on behalf of water and sewer customers who participate in the Direct Debit Program. Refunds shall be processed in the form of an account billing credit.

(5) The deposit requirement shall be waived for any existing customer relocating to a new location and establishing a new account, or adding an account for an additional property within the City service area, provided that during the preceding twenty-four consecutive months such customer's existing account has been kept in good standing.

Section 3: Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval according to law.

DATED at Crystal Lake, Illinois, this 19th day of September, 2023.

APPROVED:

_____

Haig Haleblian, MAYOR

SEAL

ATTEST:

_____

Nick Kachiroubas, CITY CLERK

PASSED: September 19, 2023

APPROVED: September 19, 2023

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

Draft

Agenda Item No: 10

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: City Code Amendment to increase the Number of Class 28 Liquor Licenses and to increase the Number of Video Gaming Licenses - Applicant: Marsala's Ristorante Italiano, Inc., d/b/a Jameson's Charhouse, located at 5016 Northwest Highway

Staff Recommendation: 1. Motion to adopt an Ordinance increasing the number of Class 28 Liquor Licenses from the current permitted 18 licenses to 19 licenses.

2. Motion to adopt an Ordinance increasing the number of Video Gaming Licenses from the current permitted 18 licenses to 19 licenses.

Staff Contact: Nick Hammonds, Assistant City Manager
Melanie Nebel, Executive Assistant

Background:
Chapter 268 of the City Code establishes the regulations for video gaming in the City of Crystal Lake. Per the City Code, when an applicant desires to offer video gaming at its establishment, it must receive both a supplemental liquor license and a video gaming license. The City Council evaluates whether the number of supplemental liquor licenses should be increased. Following this consideration, the Mayor grants the supplemental liquor license. Similarly, the City Council also evaluates whether the number of video gaming licenses should be increased. Following this consideration, the City Manager grants the actual video gaming license.

The City has received a request from Marsala's Ristorante Italiano, Inc., d/b/a Jameson's Charhouse, located at 5016 Northwest Highway, for the issuance of a Class 28 Supplemental Liquor License and a Video Gaming License. The petitioner is requesting the supplemental Class 28 license in order to operate six video game machines in their establishment.

Section 329-5-AB of the City Code permits the issuance of a Class 28 liquor license, which authorizes the retail sale of alcoholic liquors, for consumption on the premises, at a bar or restaurant, as defined by § 268-3 of the City Code, to an applicant which possesses a valid video

gaming location license issued by the Illinois Gaming Board and which also holds, for a period of not less than one year, a current and valid liquor license to sell alcoholic liquor at such bar or restaurant.

Application Review

City staff has reviewed the application from Marsala's Ristorante Italiano, Inc., d/b/a Jameson's Charhouse, and compared it to the City Code requirements. City staff has reviewed the application for completeness and determined that it meets all of the necessary conditions. The below table depicts the applicant's compliance with the City Code requirements:

Requirement	**City Code Section**	**Compliance Status**
The establishment is an eligible bar or restaurant.	268-3 Definitions	**Yes**. Restaurant
The establishment has held a liquor license for at least 12 months.	268-3 Definitions	**Yes**. The establishment has held a Class "2" Liquor License since 2015.
Applicant submitted necessary documents, including site plan.	268-3 (C)	**Yes.**
Applicant has a State Video Gaming License.	268-3 (C)	**Yes. License #230701391 Approved 9/14/23**
Applicant will be using a licensed video game terminal operator.	268-3 (C)	**Yes. Game On Entertainment, LLC**
The establishment is outside of the 100-foot radius of any church or school in the vicinity.	State of Illinois Requirement	**Yes**.
Location screening and supervision	268-3 (K)	**Yes.**
Signage	268-3 (N)	**Yes**. The terminals will not be visible from the street. Blackout window coverings will be installed prior to game installation. There is no advertising of the availability of video gaming.
Applicant will be using an approved video surveillance system.	268-3 (O)	**Yes.** The terminal operator has provided video surveillance system specifications.
Video Gaming is incidental to establishment's business.	268-3 (P)	**Yes.**

Site Plan Review

The site plan depicts the petitioner's proposed gaming area, with six video gaming terminals. The proposed gaming area is a former party room off of the bar area, next to the host stand, and will be limited to patrons over the age of 21. There will be no dining services in this area. City staff recommends approval of the suggested site plan.

Votes Required to Pass:
Simple majority

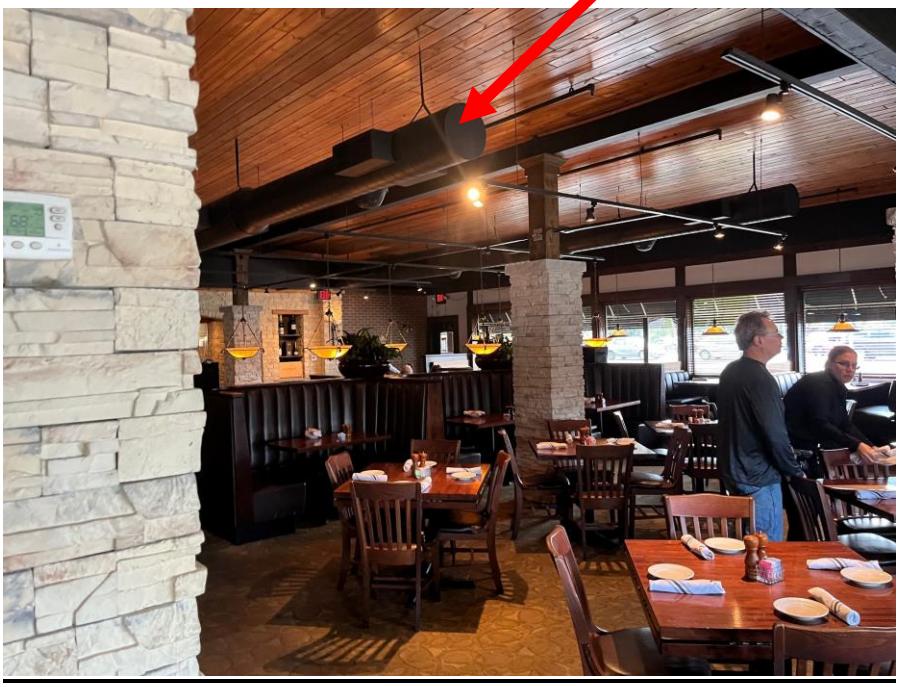
Proposed Video Gaming Area Location:





Proposed Game Location

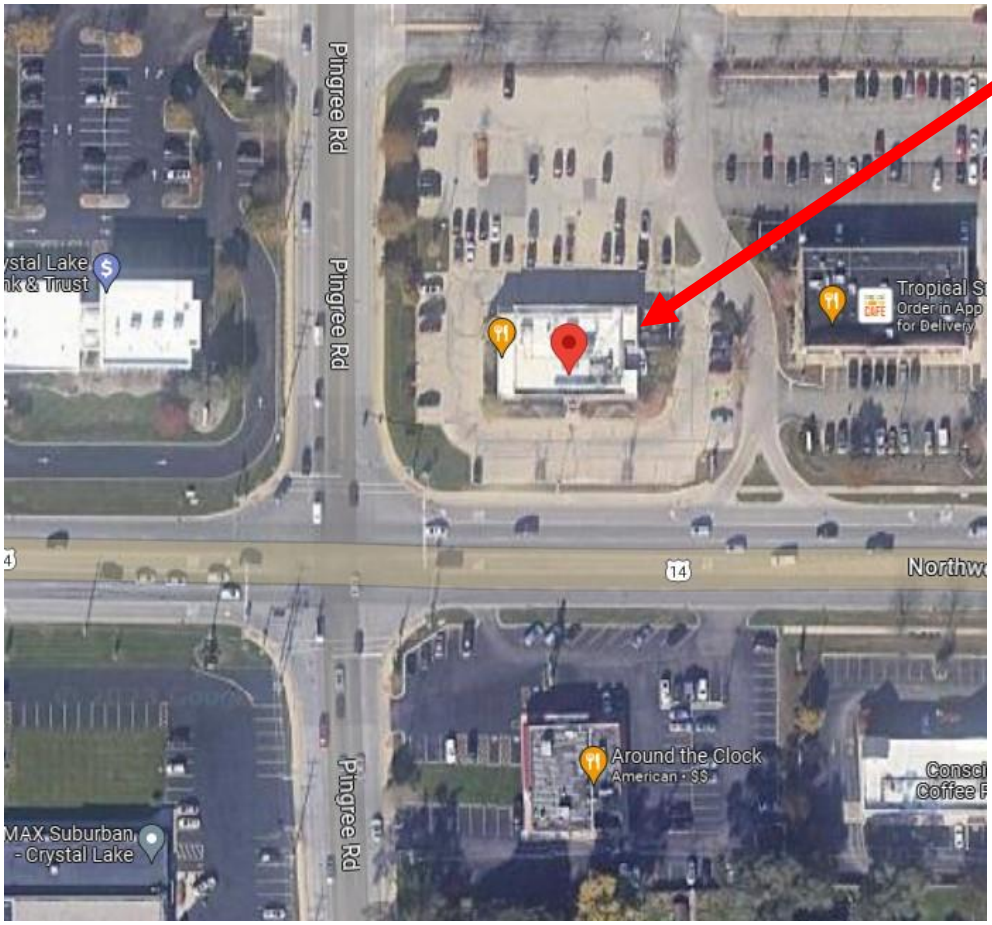
Restaurant



Proposed Site Plan: See Attached Drawing

Property in Question:

PIQ



Ord. No.
File No. 255L

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING THE CODE OF THE CITY OF CRYSTAL LAKE

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

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

1. Class 28 License shall be increased from 18 to 19.

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

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

DATED at Crystal Lake, Illinois, this 19th day of September, 2023.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

Passed: September 19, 2023
Approved: September 19, 2023

Draft

Ord. No.
File No. 255VG

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING THE CODE OF THE CITY OF CRYSTAL LAKE

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

SECTION I: That CHAPTER 268 Gambling Section 268-3E(2) Limitations on licenses shall be amended as follows:

1. Video Gaming Licenses shall be increased from 18 to 19.

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

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

DATED at Crystal Lake, Illinois, this 19th day of September, 2023.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

Passed: September 19, 2023
Approved: September 19, 2023

Draft

08/1/23

City of Crystal Lake
100 W. Woodstock Street
Crystal Lake, IL 60014

Subject: Video Gaming Terminals Description

To whom it may concern,

D/B/A - Jamesons Charhouse, 'MARSALA'S RISTORANTE ITALIANO, INC', intends to install up to six terminals at the village's discretion in a secluded 21+ gaming area only. Monitored 24/7 by a high-end robust Video Surveillance system. The gaming terminals to be installed are premium Video Gaming terminals from the most recognizable manufacturers and are in accordance with industry standards. Each unit consists of a bill validator to scrutinize and recognize U.S. currency to the highest caliber, as well as a high-volume thermal printer for patrons to exchange for cash at a redemption unit. A non-exclusive list of manufacturers to be installed in the location are, Scientific Games, IGT, Bally, Novomatic, Aristocrat, and WMS. All Gaming terminals utilize GLI certified cabinets and software in complete accordance with IGB rules, regulations, and standards. If there are any concerns or questions both the applicant and the applicant's Terminal Operator will make themselves available to address any village concerns swiftly.

Sincerely,

Kevin Bowler – CEO of Game On Entertainment

&

Spiro Angelos – President of MARSALA'S RISTORANTE ITALIANO, INC

☐ (New Applicant)
☐ (Renewal)

FOR OFFICE USE:
Date Received: _____
$100 License fee paid: _____

RECEIVED
AUG 24 2023
BY: _____

Application for a Video Gaming Supplemental Liquor License
Class 28

Business Information:

Business Name:	Marsala Ristorante Italiano, Inc.	Phone #:	815-459-4800
Street Address:	5016 Northwest Highway, Crystal Lake, IL 60014	Fax #:	815-356-3270

Applicant Information
(Establishment Owner)

Name:	Spiro Angelos		
DOB:	02/16/1961	Age:	62
Street Address:	4546 RFD Long Grove	Phone #:	815-459-4800
City, State, Zip:	Lake Zurich, IL. 60047	Email:	[redacted]

Applicant Information
(If additional owner information)

Name:			
DOB:		Age:	
Street Address:		Phone #:	
City, State, Zip:		Email:	

Contact Person
(If different than the Establishment Owner)

Contact Name:	Elissa Daland	Phone #:	708-370-8541
Address:	5016 Northwest Highway Crystal Lake, IL. 60014	Email:	[redacted]

Please Circle One

Yes (No) Have you applied for a Crystal Lake Video Gaming License?

(Yes) No Have you held a Crystal Lake liquor license for at least 12 months?

License #: [redacted] 2023-38

Yes (No) Do you have a license from the Illinois Gaming Board to operate video gaming terminals at your establishment?

* approved IGB 9/14/23 (see memo)

License #: 23070 1391

(Yes) No Does your establishment have a separate bar area for the purchase of alcohol?

(Yes) No Will all video gaming terminals be located in an area restricted to individuals 21 years of age or older?

(Yes) No Will the video game terminals be screened from view from individuals less than 21 years of age?

Please sign below:

[redacted] President 8/1/23

Name Title Date

Name Title Date

Melanie Nebel

From: Kevin Bowler <KBowler@GameOnIL.com>
Sent: Thursday, September 14, 2023 11:50 AM
To: Melanie Nebel
Subject: Re: Jameson's Charhouse- Crystal Lake

CAUTION: This email originated from outside of the organization. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

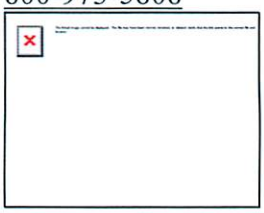
License number - #230701391

Kevin T. Bowler

www.GameOnIL.com

kbowler@GameOnIL.com

800-973-5808



On Sep 14, 2023, at 11:48 AM, Melanie Nebel <mnebel@crystallake.org> wrote:

HI Kevin – Thank you! Do you have a license number at this point?

Melanie Nebel | Executive Assistant | City Manager's Office <image4cede9.PNG>

<imagec6902e.PNG> <imagef8a771.PNG>

<image717c3b.PNG> | 100 W. Woodstock St. | Crystal Lake, IL 60014

Website: www.crystallake.org | Phone: 815-459-2020 x4084

From: Kevin Bowler <KBowler@GameOnIL.com>
Sent: Thursday, September 14, 2023 11:48 AM
To: Melanie Nebel <mnebel@crystallake.org>

Cc: Alex Trowbridge <ATrowbridge@GameOnIL.com>
Subject: Jameson's Charhouse- Crystal Lake

CAUTION: This email originated from outside of the organization. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Jameson's Charhouse- Crystal Lake Was APPROVED for a video gaming license by the Illinois gaming board at todays meeting.

Kevin T. Bowler

www.GameOnIL.com

kbowler@GameOnIL.com

800-973-5808



This electronic message and any attached files contain information intended for the exclusive use of the individual or entity to whom it is addressed and may contain information that is proprietary, confidential and/or exempt from disclosure under applicable law, including protected health information (PHI). If you are not the intended recipient, you are hereby notified that any viewing, copying, disclosure or distribution of the information may be subject to legal restriction or sanction and is strictly prohibited. If you have received this communication in error, please notify the sender by return electronic message or telephone, and destroy the original message without making any copies.

☑ (New Applicant)
☐ (Renewal)

Date: 8/1/23

Application for a Video Gaming License and Terminal Permit Application

Application is hereby made to the City of Crystal Lake for the issuance of a non-transferable Video Gaming license, pursuant to the ordinances of the City of Crystal Lake and the laws of the State of Illinois. In support of said application, the undersigned being duly sworn, does state the following:

Location of business at which the video gaming terminals will be placed:

Business Name:	Marsala's Ristorante Italiano, Inc.	Phone #:	815-459-4800
Street Address:	5016 Northwest Highway. Crystal Lake, IL. 60014	Fax #:	815-356-3270

Applicant Information
(Establishment Owner)

Name:	Spiro Angelos		
DOB:	02/16/1961	Age:	62
Street Address:	4546 RFD Long Grove	Phone #:	815-459-4800
City, State, Zip:	Lake Zurich, IL. 60047	Email:	[redacted]

Applicant Information
(If additional owner information)

Name:			
DOB:		Age:	
Street Address:		Phone #:	
City, State, Zip:		Email:	

Contact Person

(If different than the Establishment Owner)

Contact Name: PETER KOURTIS	Phone #: cell- [redacted] 815-459-4800
Address:	Email: jamesonscharhouseclesmail.com

Video Gaming Terminal Operator Information

Company Name: Game On Entertainment, LLC	Phone #: 800-973-5808
Street Address: 12910 Pleasant Valley Rd.	Fax #: 815-356-3570
City, State, Zip: Woodstock, IL. 60098	Email: Kbowler@gameonIL.com
Contact Name: Kevin Bowler	Mobile #: 815-219-8586

Terminal Information

Illinois Gaming Board Terminal License Number	Serial Number for each Terminal
1.	1.
2.	2.
3.	3.

Check all that applies to the location in which video gaming terminals will be placed:

	✓
Bar	✓
Restaurant	✓
Will individuals under the age of 21 be allowed in the business premises?	✓

BOTH APPLICATION, AFFIDAVIT AND INDEMNIFICATION AGREEMENT MUST BE SIGNED AS FOLLOWS:

- ☐ Sole Proprietorship- By Owner
- ☐ Partnership- By both Owners
- ☑ Corporation- By President and Secretary
- ☐ LLC- By President and Secretary

VERIFICATION:

- Has applicant held a Crystal Lake Liquor license for at least 12 months prior to the submittal of this application? **YES** (✓) **NO** ( ) (If yes, local and State license number, date, location of premises and disposition of application)

  _____

- Has applicant made application for a similar license for premises other than described in this application? **YES** ( ) **NO** (✓) (If yes, state date, location of premises and disposition of application)

  _____

- Has a previous license/permit by any state or subdivision, or the federal government been revoked? **YES** ( ) **NO** (✓) (If yes, state reasons & date of revocation.)

  _____

- Has applicant (including any partners, directors, or officers), ever been convicted of a felony under any Federal or State law and would be disqualified to receive a license by reason of any matter or thing contained in this Section, laws of this State or the ordinances of this City? **YES** ( ) **NO** (✓)

- The applicant will not violate any of the laws of the State of Illinois, of the United States, or any ordinance of the City in the conduct of his place of business.

Please sign below:

_____

Full Name Title



8/1/23

Applicant Signature Date

_____

Full Name Title

_____

Applicant Signature Date

AGREEMENT

The, undersigned, on behalf of the applicant, has read and agrees to abide by the terms and conditions of the City of Crystal City Code. The undersigned further agrees to indemnify the City of Crystal Lake, and its appointed and elected officials and employees (collectively, the "Indemnitees") from and against any suits, claims or causes of action (collectively, "Claims") brought by or behalf of the applicant or by any owner, shareholder, member, officer, partner or employee of the applicant, which seeks to challenge the validity of any provision of Section 268-3 of the City of Crystal Lake City Code. Such indemnification obligation shall include indemnification of the Indemnitees from and against all damages, costs of litigation and reasonable attorneys fees incurred by or on behalf of said Indemnitees in connection with the Claims.

Spiro Angelos — President

Full Name — Title

Applicant Signature — 8/1/23 — Date

Full Name — Title

Applicant Signature — Date

SURVEILLANCE CAMERA CONDITIONS

All Licensed Establishments shall be equipped with video surveillance equipment capable of recording clear continuous video of the area in which the Video Gaming Terminals are located. Video Surveillance shall meet the following standards:

1) The video surveillance cameras shall be digital in nature (digital video recorder) and shall be of sufficient number, type, placement and location to view and record all activity in front of and within 15 feet of either side of the video gaming area; and
2) The video surveillance cameras shall be sufficiently light sensitive and provide sufficient image resolution (supported by additional lighting if necessary) to produce easily discernible images recorded at all times; and
3) The video surveillance cameras shall record at a minimum speed of fifteen frames per second; and
4) The video surveillance camera image shall be capable of being viewed through use of appropriate technology, including but not limited to a computer screen or closed circuit television monitor; and
5) The video surveillance camera system shall be capable of transferring the recorded images to portable format of media, including but not limited to compact disc, digital video disc or USB thumb drive; and
6) The video surveillance cameras shall not have an audio capability or such audio recording ability shall be disabled at the camera or digital video recorder level; and
7) The video surveillance cameras shall be maintained in good working condition; and
8) The video surveillance cameras shall be in operation and recording continuously, twenty –four hours per day; and
9) In the event of a power loss, the video surveillance camera system shall be powered by a backup power supply so that there is no period of time that the video gaming area is not being recorded; and
10) The recordings made by video surveillance cameras installed and maintained pursuant to this ordinance shall be indexed by dates and times and preserved for a minimum of thirty (30) days so that they may be made available to the liquor commissioner, the police department and other governmental agencies in furtherance of a criminal investigation or a civil or administrative enforcement investigation, prosecution or hearing.

Applicant hereby agrees to these conditions: _____ **Date:** 8/1/23

Applicant hereby agrees to these conditions: _____ **Date:** _____

AFFIDAVIT

STATE OF Illinois)
) **SS**
COUNTY OF Mchenry)

I (we) swear that I (we) will not violate any of the ordinances of the City of Crystal Lake or the laws of the State of Illinois or the laws of the United States of America, in the conduct of the place of business described herein and that the statements contained in this application are true and correct to the best of my (our) knowledge and belief.

(Affidavit must be signed in front of a notary public.)

Please sign below:

Name	Title	Date
	President	5/17/23

Name	Title	Date

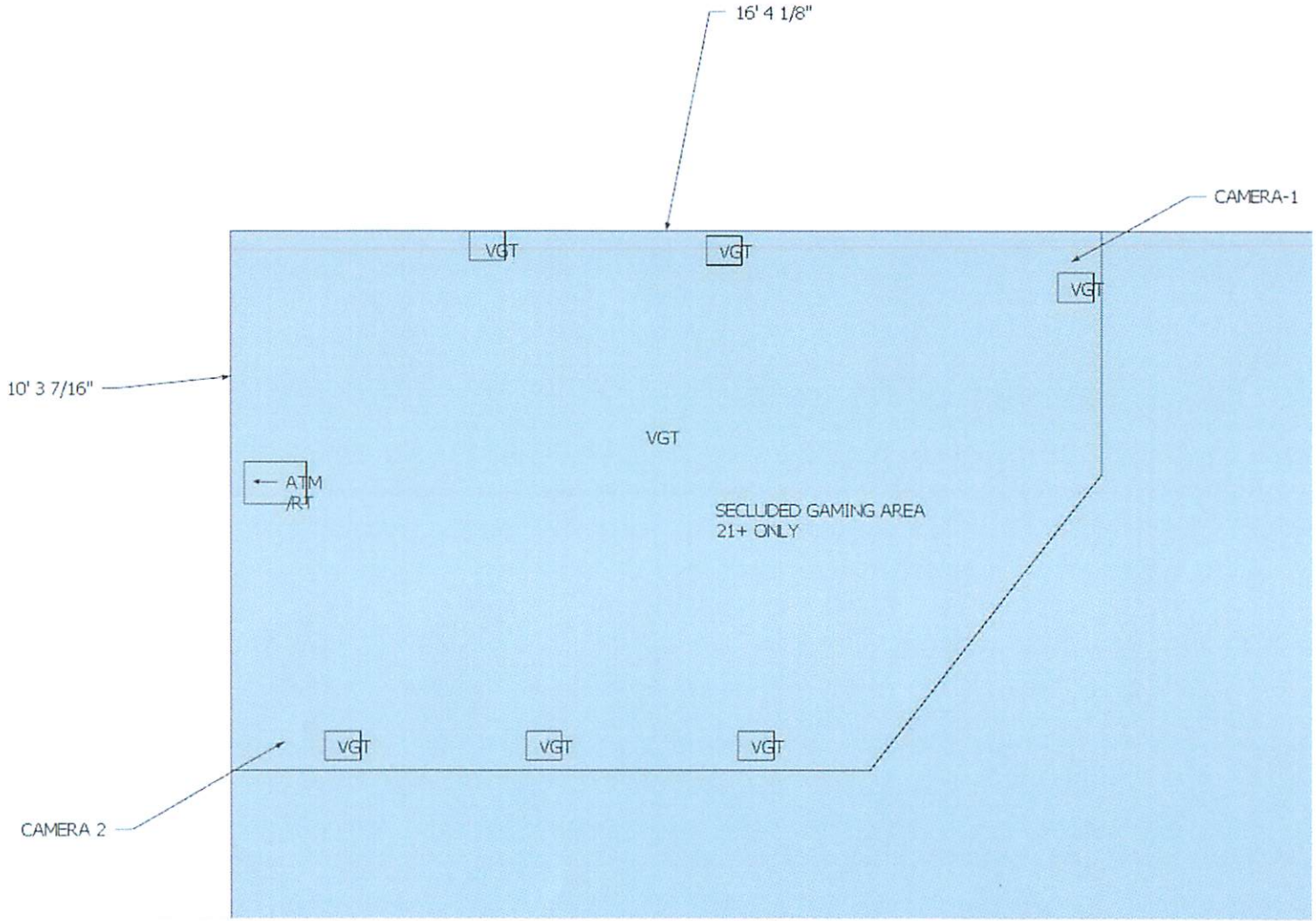
Subscribed and sworn to before me this

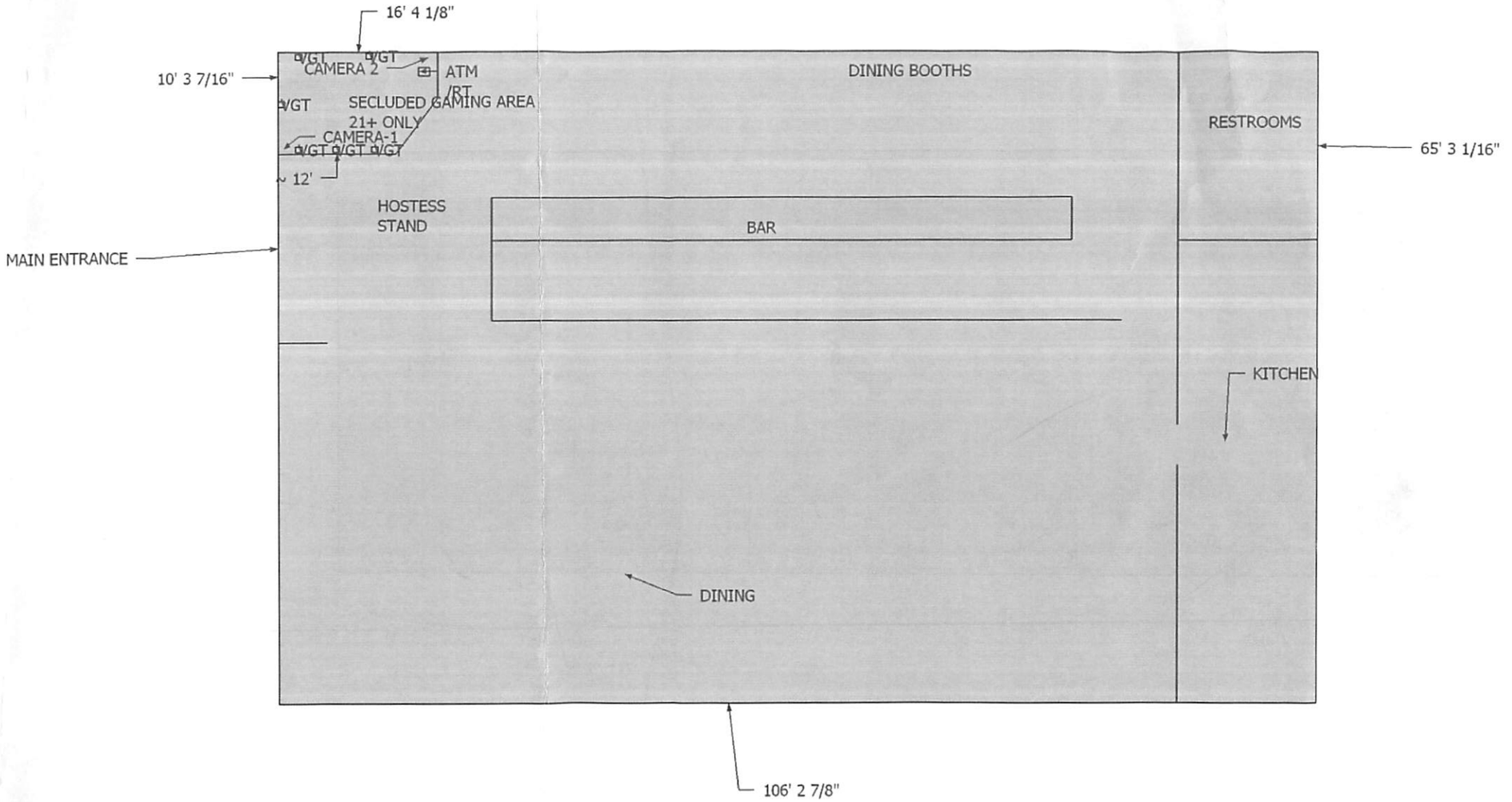
19TH day of MAY, 2023.

OFFICIAL SEAL
JENNIFER SCHEWE
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 12/02/2024

Notary Public

My commission expires: 12/02/2024


16' 4 1/8"
CAMERA-1
VGT
VGT
VGT
10' 3 7/16"
VGT
ATM
/RT
SECLUDED GAMING AREA
21+ ONLY
VGT
VGT
VGT
CAMERA 2


16' 4 1/8"
10' 3 7/16"
CAMERA 2
ATM
/RT
SECLUDED GAMING AREA
21+ ONLY
CAMERA-1
~ 12'
DINING BOOTHS
RESTROOMS
65' 3 1/16"
HOSTESS
STAND
BAR
MAIN ENTRANCE
KITCHEN
DINING
106' 2 7/8"

This Video Gaming Use Agreement is entered into this 18 Day of May, 2023 between Game On Entertainment, LLC, d/b/a Game On, a Licensed Terminal Operator (hereinafter referred to "Game On" or as "Terminal Operator") and Marsala's Restaurant Italian (the "Establishment"). The parties agree as follows:

1. Placement Rights and Duration. The Establishment grants Game On the exclusive right to place VGTs in that Establishment (the "Exclusive Placement Right"). The Exclusive Placement Right shall be for an initial period of eight (8) years from the date the VGTs become operational (the "Go Live" Date) in the Establishment (the "Term"). The number and type of VGTs and the settings of the VGTs to be placed in the undersigned Establishment shall be at the reasonable discretion of Terminal Operator. The exact location of the VGTs within the Establishment shall be at the reasonable discretion of the Establishment, consistent with applicable law.

2. Costs and Fees of VGT Placement and Operation. Game On will bear the maximum allowable amount of costs and fees related to the placement and operation of VGTs in the Licensed Establishment, subject to such prohibitions, guidelines and policies which are contained in the VGT Legislation and/or are set forth in rules, regulations and interpretations by the Illinois Gaming Board ("Board").

3. Regulatory Provisions and Requirements. The distribution of revenues from the VGTs shall be as specifically provided by Illinois Statue. This Use Agreement is subject to and conditional on all provisions of the VGT Legislation, applicable Board rules and Illinois Law, and is subject to the review and approval by the Board. If any provision of this Agreement is deemed invalid or inconsistent with the VGT Legislation or other provisions of Illinois Law or applicable rules, it will be revised to comply with applicable law, and both parties will fully cooperate in accomplishing and documenting such revisions. Specifically, the parties agree to modify any provisions as directed by the Illinois Gaming Board, including re-signing a new contract to comport with any laws, Board rules and regulations, or directives. Terminal Operator and Establishment hereby affirmatively state and acknowledge that no inducement of any type was offered by either party, or received by either party, in return for execution of this Use Agreement. The Parties hereby acknowledge that pursuant to Section 25(c) of the Video Gaming Act it is a violation of the Video Gaming Act to offer anything as an inducement for the procurement of a location, and that no such offer was made or accepted by either party. Terminal Operator and Establishment hereby covenant not to sue the State of Illinois and/or the Board for damages or any other form of relief arising out of or related to the Use Agreement, and to hold the State of Illinois and the Board harmless from any damages arising out of the Use Agreement. Terminal Operator and Establishment acknowledge and agree that this Use Agreement is a true and correct copy of the fully executed Use Agreement between the parties hereto and that there is no other agreement between the parties hereto, written or oral, regarding VGTs. Terminal Operator and Establishment acknowledge and agree that the Use Agreement is not assignable, other than from Terminal Operator to another licensed terminal operator, and other than as may be allowed by the Board. Establishment further represents and warrants that it has not entered into any agreement with any other entity or individual with respect to placement of Video Gaming Terminals. In the event the Terminal Operator has its terminal operator's license revoked, or surrenders its license, Establishment shall have no continuing contractual obligation to Terminal Operator with respect to the Use Agreement. Terminal Operator and Establishment will both keep a true and current copy of the attached Use Agreement in a secure location, which can be made immediately available to any regulatory or law enforcement officer upon proper request, and will fully comply with all provisions of the VGT Legislation and any applicable Board rules. To the maximum extent allowed, any standard or required Use Agreement terms prescribed by the Board shall be deemed to be incorporated by reference herein, and any terms stated herein which are prohibited by applicable law or are inconsistent with the Board's standard form are deemed deleted.

The foregoing terms are hereby mutually accepted by the undersigned:

Terminal Operator

GAME ON ENTERTAINMENT, LLC

By: /s/

Its: /s/, President

Establishment

d/b/a: Jameson's Charhouse

Address: 5016 Northwest Highway, Crystal Lake

By: _____

Print Name: Spiro Angelos

Title: President

Its: Authorized Officer or Agent

Identity of Sales Agent, Broker, or Other Person who Procured this Agreement on behalf of Terminal Operator: /s/ Kevin Boulton

06/06/2023

ILLINOIS GAMING BOARD

160 North LaSalle Street, 3rd Floor
Chicago, Illinois 60601
312-814-4700

VIDEO GAMING
LOCATION LICENSE APPLICATION

Name of Location License Applicant (as registered with the Illinois Secretary of State) :

MARSALA'S RISTORANTE ITALIANO, INC.

IGB Web ID # **230701391**

- [X] Licensed Retail Establishment
- [ ] Licensed Veterans Establishment organized under 501(c)(19) of the Internal Revenue Code
- [ ] Licensed Truck Stop Establishment
- [ ] Licensed Fraternal Establishment organized under 501(c)(8) or (c)(10) of the Internal Revenue

Name of Applicant	MARSALA'S RISTORANTE ITALIANO, INC.
Doing Business As (D/B/A)	JAMESON'S CHARHOUSE
Federal Employer Identification Number (FEIN)	27-0719632
Street Address of Premises to be Licensed	5016 NORTHWEST HIGHWAY
City / State / Zip Code	CRYSTAL LAKE IL 60014
County	McHenry
Mailing Address (if different)	5016 NORTHWEST HWY
City / State / Zip Code	CRYSTAL LAKE IL 60014
Foreign State / Foreign Country (if applicable)	
Foreign Phone / Foreign Zip (if applicable)	

Phone	BUS	815-459-4800
Phone	FAX	815-356-3270
Phone		

Email Address	spiro.angelos@aol.com
Email CC to	atrowbridge@gameonil.com,kbowler@gameonil.com
Website Address	

Illinois Business Authorization Certificate of Registration Location Code	056-0007-3-001	
Illinois Business Tax (IBT) #	3972-5677	
Illinois Liquor License #	1A-00-91227	expires 10/31/2023
Local Liquor License #	2022-38	expires 05/31/2023
Local Liquor License Issuing Authority	City Of Crystal Lake	

Applicant's Business Structure

- [ ] Individual / Sole Proprietor
- [ ] Partnership
- [ ] Limited Liability Company (LLC)
- [X] Corporation (non-publicly held)
- [ ] Publicly Held Company
- [ ] Not-for-Profit Corporation or Charitable Organization
- [ ] Municipal Location

State where Applicant formed or incorporated	IL
Date of formation or incorporation	08/11/2009

Registered Agent

Name of Registered Agent	DEAN J. PAPADAKIS
Address	180 N LA SALLE ST STE 2108
City / State / Zip Code	CHICAGO IL 60601
Business Phone	312-726-0531
Email Address	D.PAPADAKIS@KPGLAW.COM

Legal Services Representative

Name of Legal Services Representative	
Address	
City / State / Zip Code	
Business Phone	
Email Address	

Financial Information

A. Has the Applicant, any of its owners listed herein, or the Video Gaming Manager, been given or offered anything of value, including but not limited to a loan or financing arrangement, as an incentive or inducement to locate Video Gaming Terminals on the Applicant's premises? If yes, explain.

No

B. Except as otherwise disclosed in this Application and as allowed by 230 ILCS 40/25(C), does the Applicant, any of its owners listed herein, or the Video Gaming Manager have any agreements or understandings, or an intent to enter into any agreement or understanding, with any Individual or Business Entity related to sharing or allotting any sums of money or anything of value derived from the proposed Gaming Operation? If yes, explain.

No

Establishment Information

In answering questions (A) - (D) below, the distance from a proposed or existing Licensed Video Gaming Location to a preexisting facility, riverboat, school or place of worship shall be measured by drawing a straight line between the closest part of any building used for the proposed or existing Licensed Video Gaming Location and the closest part of any building used for the facility, riverboat, school or place of worship. When located within a subsection of property by virtue of a lease, deed, or other arrangement (e.g., a tenant in a shopping center or commercial condominium), measurement shall be from the subsection of property (i.e., boundaries of the proposed or existing Licensed Video Gaming Location's

A. Is the proposed Licensed Video Gaming Location located within 1000 feet of a preexisting facility operated by an organization licensee, licensed under the Illinois Horse Racing Act of 1975 (230 ILCS 5/1 et seq.)? **No**

B. Is the proposed Licensed Video Gaming Location located within 1000 feet of the home dock of a preexisting riverboat licensed under the Riverboat Gambling Act (230 ILCS 10/1 et seq.)? **No**

C. Is the proposed Licensed Video Gaming Location located within 100 feet of a preexisting elementary or secondary public or private school registered with or recognized by the State Board of Education, or a place of worship incorporated under the Religious Corporation Act (805 ILCS 110/0.01 et seq.)? **No**

D. Does the Applicant's proposed Licensed Video Gaming Location share physical space with another Video Gaming Location or applicant? **No**

Legal, Tax, Licensing Information

A. Has the Applicant ever been convicted of a felony offense? **No**

B. Has the Applicant ever been convicted of a crime involving dishonesty, gambling and/or moral turpitude? **No**

C. Does Applicant owe any past due taxes, fees or obligations to the State of Illinois? **No**

D. Has the Applicant, any of its owners listed herein, or the Video Gaming Manager ever been involved in a Gaming business or a Gaming Operation in any state, country, or other jurisdiction? If yes, explain in detail, and provide the state or jurisdiction, date(s), the number of any license or permit issued, denied, or withdrawn, and any disciplinary action related thereto. **No**

E. Has the Applicant, any of it owners listed herein, or Video Gaming Manager ever facilitated, enabled, or participated in the use of coin-operated amusement devices for gambling purposes? If yes, explain. **No**

F. If the Applicant is an Individual (Sole Proprietor), Illinois Compiled Statutes 100/10-65(c) requires applications for renewal of a license or a new license to certify, under penalty of perjury, that he or she is not more than 30 days delinquent in complying with a child support order. Failure to certify shall result in disciplinary action, and making a false statement may subject the licensee to contempt of court. Are you more than 30 days delinquent in complying with a child support order? (Note: if you are not a Sole Proprietor or not subject to a child support order, answer 'no.') If yes, explain.

No

Individual (Shareholder)

SSN	[redacted]
Last Name	ANGELOS
First Name / Middle Name	SPIRO
Also Known As (AKA)	Suffix
Maiden Name	
Title or Position	President
Sex	MALE
Date of Birth	02/16/1961
Address	4546 RFD LONG GROVE
City / State / Zip Code	LAKE ZURICH IL 60047
Foreign State / Country	
Foreign Phone / Foreign Zip	
Phone	BUS 815-459-4800
Phone	
Phone	
Email Address	[redacted]
Website Address	

Has the Business Entity or Individual ever been convicted of a felony offense? **No**

Has the Business Entity or Individual ever been convicted of a crime involving dishonesty, gambling and/or moral turpitude? **No**

Individual is (check each that applies)

- [ ] Video Gaming Manager
- [X] Director / Board Member
- [X] Officer

Percent of direct equity ownership in the Applicant (regardless of the class of shares) **100.0000%**

If you have an Indirect Interest of a pecuniary nature in the Applicant, disclose the percent of indirect ownership in the Applicant **0.0000%**

Describe in detail how you have an Indirect Interest in the Applicant (include all intermediary entites)

Video Gaming Manager

SSN	[redacted]
Last Name	KOURTIS
First Name / Middle Name	PETER
Also Known As (AKA)	Suffix
Maiden Name	
Title or Position	VIDEO GAMING MANAGER
Sex	MALE
Date of Birth	09/12/1966
Address	1206 E FAIRVIEW ST. APT 105
City / State / Zip Code	ARLINGTON HEIGHTS IL 60005
Foreign State / Country	
Foreign Phone / Foreign Zip	
Phone BUS	815-459-4800
Phone CELL	[redacted]
Phone	
Email Address	[redacted]
Website Address	

Has the Business Entity or Individual ever been convicted of a felony offense? **No**

Has the Business Entity or Individual ever been convicted of a crime involving dishonesty, gambling and/or moral turpitude? **No**

Verification

Undersigned, the duly authorized agent of the Applicant, its owners and the Video Gaming Manager identified in this Application, swears and certifies under penalty of law that all answers and information provided in this Application and associated documents are true, correct and complete to the Best of my Knowledge after substantial inquiry. Applicant acknowledges that any misrepresentation, failure to reveal information or omission is grounds for denial of a license and/or revocation of any license for which this Application is submitted. Applicant is under a continuing duty to disclose promptly any changes in the information provided in the Application and additional information and materials submitted to the Illinois Gaming Board ("Board"). The duty to make such additional disclosures shall continue throughout any period of licensure granted by the Board.

I, the duly authorized agent of the Applicant, its owners and the Video Gaming Manager identified in this Application, have read this Verification and understand its terms. On behalf of and in accordance with the instructions of the Applicant and its owners identified in this Application, I execute this Verification with full knowledge that they will be bound hereby.

Authorized agent completing this form: Spiro Angelos

Office/relationship to Applicant: President

Date: May 17, 2023 3:47 pm

Release of All Claims

In consideration of the assurance by the Illinois Gaming Board ("Board") that no vote on this Application will be taken except after a deliberate investigation of the Applicant, the Applicant and its owners identified in this Application do for themselves, their heirs, executors, administrators, successors, assigns, agents, beneficiaries, and any other person or entity that has or may have an interest in this Application and the Video Gaming Operation referred to therein, hereby release, remise, and forever discharge the State of Illinois, the Board, its members, agents, and employees, from any and all manner of actions, causes of action, suits, debts, judgments, executions, claims and demands whatsoever, known or unknown, in law or equity, which the Applicant and its owners identified in this Application ever had, now have, may have, or claim to have against any or all of said entities or individuals arising out of or by reason of the processing or investigation of or other action relating to the Application.

I, the duly authorized agent of the Applicant and its owners identified in this Application, have read this Release of all Claims and understand its terms. On behalf of and in accordance with the instructions of the Applicant and its owners identified in this Application, I execute this Release of all Claims with full knowledge that they will be bound hereby.

Authorized agent completing this form: Spiro Angelos

Office/relationship to Applicant: President

Date: May 17, 2023 3:47 pm

Acknowledgement

Applicant acknowledges that any license or any interest in any license issued by the Illinois Gaming Board ("Board") does not create a property right, but a revocable privilege granted by the State, and that subsequent legislation, regulation or local laws may diminish the value of any license issued by the Illinois Gaming Board. Applicant acknowledges that a county or municipality may, pursuant to 230 ILCS 40/27 or any other applicable law, prohibit video gaming in its political subdivision within which Applicant does business pursuant to a license issued by the Board, and that upon such event (1) Applicant shall cease and desist all Video Gaming Operations in that political subdivision subject to the prohibition, and (2) all Video Gaming Terminals in the political subdivision subject to the prohibition shall be immediately disabled by the Board.

If this Application is approved and a license is granted by the Illinois Gaming Board, Applicant acknowledges that it will have a duty to ensure that the connection with the central communications system and Applicant's associated Video Gaming Equipment is properly maintained. Applicant acknowledges that connection with the central communications system shall be installed exclusively by a vendor so designated for such by the Illinois Gaming Board in accordance with the Board's approved technical standards, and that no connection shall be made unless all required fees for the equipment and connection are paid in advance in accordance with instructions received from the vendor or the Board. Installation of equipment and connection to the central communications system is done by appointment only. Scheduled installation and connection appointments are strictly enforced. If the licensed location is not available for installation at the scheduled time, an additional service charge may be charged to the licensed location and must be paid prior to installation and connection to the central communications system.

I, the duly authorized agent of the Applicant, have read this Acknowledgement and understand its terms. On behalf of and in accordance with the instructions of the Applicant, I execute this Acknowledgement with full knowledge that the Applicant will be bound hereby.

Authorized agent completing this form: Spiro Angelos

Office/relationship to Applicant: President

Date: May 17, 2023 3:47 pm

LTS
Video Solutions for Security Professionals™

CMIP1042W-28MA

4 MP Fixed Turret Network Camera





- High quality imaging with 4 MP resolution
- Efficient H.265+ compression technology
- Clear imaging even with strong back lighting due to 120 dB WDR
- Water and dust resistant (IP67)
- Matrix 2.0: advanced infrared technology with long IR range
- Built-in microphone for real-time audio security
- Support up to 256 GB SD card storage

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▪ Specification

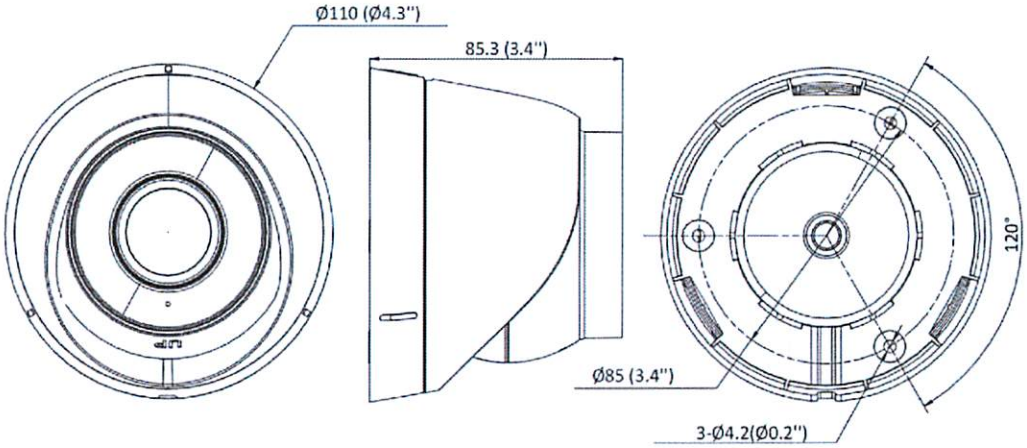
Camera	
Image Sensor	1/3" progressive scan CMOS
Min. Illumination	Color: 0.01 Lux @(F2.0, AGC ON), B/W: 0 Lux with IR
Shutter Speed	1/3 s to 1/100, 000 s
Slow Shutter	Yes
Wide Dynamic Range	120 dB
Day & Night	IR cut filter
Angle Adjustment	Pan: 0° to 360°, tilt: 0° to 75°, rotate: 0° to 360°
Lens	
Focal Length & FOV	2.8 mm, horizontal FOV 98.0°, vertical FOV 53.1°, diagonal FOV 114.7°
Lens Mount	M12
Focus	Fixed
Aperture	F2.0
Illuminator	
IR Wavelength	850 nm
IR Range	Up to 98ft(30 m)
Video	
Max. Resolution	2560 × 1440
Main Stream	50 Hz: 20 fps (2560 × 1440) 25 fps (2304 × 1296, 1920 × 1080, 1280 × 720) 60 Hz: 20 fps (2560 × 1440) 30 fps (2304 × 1296, 1920 × 1080, 1280 × 720)
Sub-Stream	50 Hz: 25 fps (640 × 480, 640 × 360) 60 Hz: 30 fps (640 × 480, 640 × 360)
Video Compression	Main stream: H.265/H.264 Sub-stream: H.265/H.264/MJPEG
Video Bit Rate	32 Kbps to 8 Mbps
H.264 Type	Baseline Profile/Main Profile/High Profile
H.265 Type	Main Profile
H.264+	Main stream supports
H.265+	Main stream supports
Region of Interest (ROI)	1 fixed region for main stream
Network	
Protocols	TCP/IP, ICMP, HTTP, HTTPS, FTP, DHCP, DNS, DDNS, RTP, RTSP, RTCP, PPPoE, NTP, UPnP™, SMTP, SNMP, IGMP, 802.1X, QoS, IPv6, Bonjour, IPv4, UDP, SSL/TLS
Simultaneous Live View	Up to 6 channels
API	Open Network Video Interface, ISAPI
User/Host	Up to 32 users. 3 levels: administrator, operator and user
Network Storage	NAS (NFS, SMB/CIFS), ANR
Web Browser	Plug-in required live view: IE 10+ Plug-in free live view: Chrome 57.0+, Firefox 52.0+ Local service: Chrome 57.0+, Firefox 52.0+

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Image	
Image Settings	Saturation, brightness, contrast, sharpness, AGC, white balance adjustable by client software or web browser
Day/Night Switch	Auto, Schedule, Day, Night
Image Enhancement	BLC, 3D DNR
Interface	
Ethernet Interface	1 RJ45 10 M/100 M self-adaptive Ethernet port
On-Board Storage	Built-in memory card slot, support microSD card, up to 256 GB
Built-in Microphone	Yes
Hardware Reset	Yes
Event	
Basic Event	Motion detection, video tampering alarm, exception
General	
Linkage Method	Upload to FTP, notify surveillance center, send email also supports: upload to memory card, trigger recording, trigger capture
Camera Material	Metal
Camera Dimension	Ø110 mm × 85.3 mm (Ø 4.3" × 3.4")
Package Dimension	150 mm × 150 mm × 141 mm (5.9" × 5.9" × 5.6")
Camera Weight	Approx. 320 g (0.7 lb.)
With Package Weight	Approx. 556 g (1.2 lb.)
Storage Conditions	-30 °C to 60 °C (-22 °F to 140 °F). Humidity: 95% or less (non-condensing)
Startup and Operating Conditions	-30 °C to 60 °C (-22 °F to 140 °F). Humidity: 95% or less (non-condensing)
General Function	Anti-flicker, heartbeat, mirror, password protection, privacy mask, watermark, IP address filter
Power Consumption and Current	12 VDC, 0.4 A, max. 5 W PoE: (802.3af, 36 V to 57 V), 0.2 A to 0.15 A, max. 6.5 W
Power Supply	12 VDC ± 25% PoE: 802.3af, Class 3
Power Interface	Ø5.5 mm coaxial power plug
Approval	
EMC	FCC SDoC (47 CFR Part 15, Subpart B); CE-EMC (EN 55032: 2015, EN 61000-3-2: 2014, EN 61000-3-3: 2013, EN 50130-4: 2011 +A1: 2014); RCM (AS/NZS CISPR 32: 2015); IC VoC (ICES-003: Issue 6, 2016); KC (KN 32: 2015, KN 35: 2015)
Safety	UL (UL 60950-1); CB (IEC 60950-1:2005 + Am 1:2009 + Am 2:2013, IEC 62368-1:2014); CE-LVD (EN 60950-1:2005 + Am 1:2009 + Am 2:2013, IEC 62368-1:2014); BIS (IS 13252(Part 1):2010+A1:2013+A2:2015)
Environment	CE-RoHS (2011/65/EU); WEEE (2012/19/EU); Reach (Regulation (EC) No 1907/2006)
Protection	IP67 (IEC 60529-2013)

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▪ Dimension



Unit: mm (inch)

▪ Accessory

▪ Optional

LTB379	LTB03-W	LTB378	LTB342-110T
Corner Mount	Junction Box	Vertical Pole Mount	Wall Mount
			

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Video Solutions for Security Professionals™

LTN8704Q-P4N NVR

Key Feature



- Up to 4-ch IP camera inputs
- H.265+/H.265/H.264+/H.264 video formats
- Up to 1-ch@8 MP/5-ch@1080p decoding capacity
- Up to 40 Mbps incoming bandwidth

Professional and Reliability

- H.265+ compression effectively reduces the storage space by up to 75%

HD Video Output

- Provide simultaneous HDMI and VGA outputs
- HDMI video output at up to 4K resolution

Storage and Playback

- 1 SATA interface for HDD connection (up to 8 TB capacity per HDD)
- Smart search/smart playback to improve the playback efficiency

Smart Function

- Support multiple VCA (Video Content Analytics) events
- Configurable special camera smart functions, such as VCA detection (motion, line crossing, intrusion, etc.), heat map, ANPR, and people counting

Network & Ethernet Access

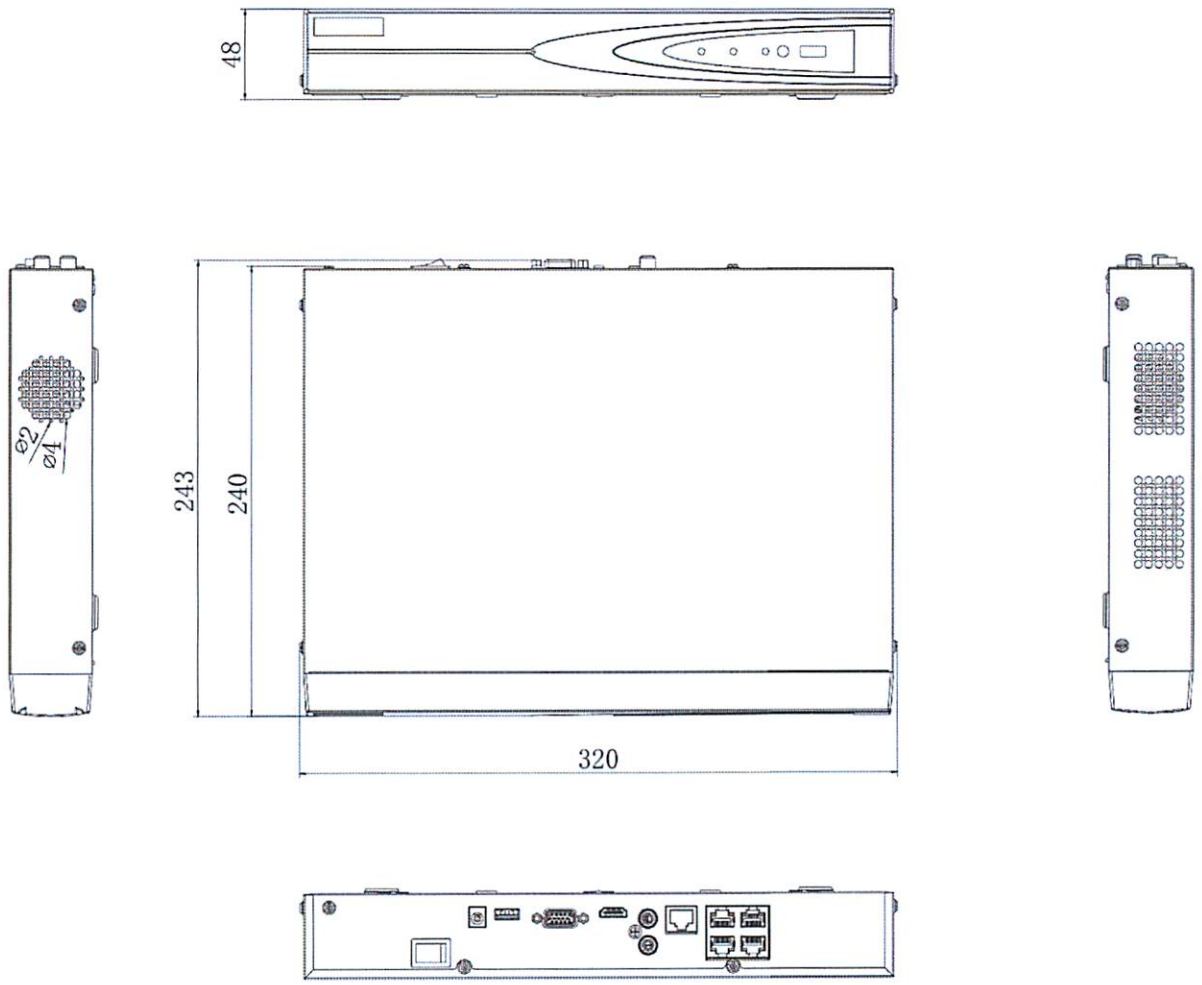
- 4 independent PoE network interfaces
- 1 self-adaptive 10/100 Mbps Ethernet interface
- LTS-Connect & DDNS (Dynamic Domain Name System) for easy network management

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Specification

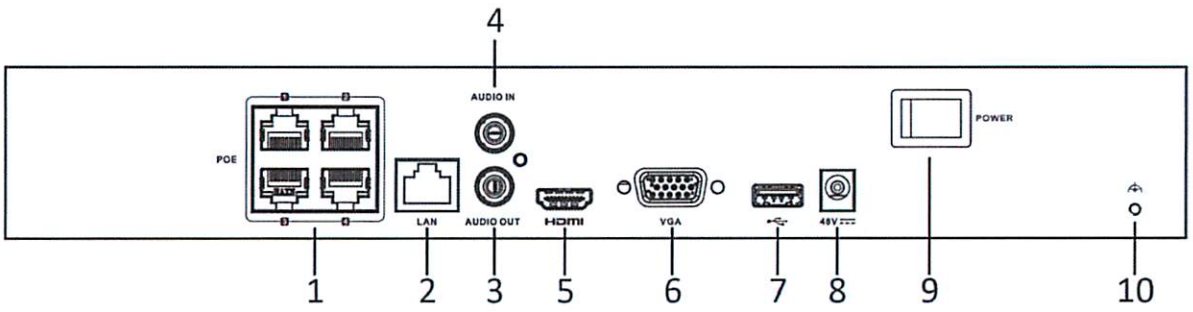
Model	LTN8704Q-P4N
Video and Audio	
IP video input	4-ch
	Up to 8 MP resolution
Incoming bandwidth	40 Mbps
Outgoing bandwidth	80 Mbps
HDMI output	1-ch, 4K (4096 x 2160)/30 Hz, 4K (3840 x 2160)/30 Hz, 2K (2560 x 1440)/60 Hz, 1920 x 1080/60 Hz, 1600 x 1200/60 Hz, 1280 x 1024/60 Hz, 1280 x 720/60 Hz
VGA output	1-ch, 1920 × 1080/60 Hz, 1280 × 1024/60 Hz, 1280 × 720/60 Hz
Video output mode	HDMI/VGA simultaneous output
CVBS output	N/A
Audio output	1-ch, RCA (Linear, 1 KΩ)
Two-way audio input	1-ch, RCA (2.0 Vp-p, 1 KΩ, using the audio input)
Decoding	
Decoding format	H.265+/H.265/H.264+/H.264
Recording resolution	8 MP/6 MP/5 MP/4 MP/3 MP/1080p/UXGA/720p/VGA /4CIF/DCIF/2CIF/CIF/QCIF
Synchronous playback	4-ch
Capability	1-ch@8 MP (30 fps)/5-ch@1080p (30 fps)
Stream type	Video, Video & Audio
Audio compression	G.711ulaw/G.711alaw/G.722/G.726
Network	
Remote connection	16
Network protocol	TCP/IP, DHCP, IPv4, IPv6, DNS, DDNS, NTP, RTSP, SADP, SMTP, SNMP, NFS, iSCSI, ISUP, UPnP™, HTTP, HTTPS
Network interface	1, RJ-45 10/100 Mbps self-adaptive Ethernet interface
PoE	
Interface	4, RJ-45 10/100 Mbps self-adaptive Ethernet interface
Power	≤ 50 W
Supported standard	IEEE 802.3 af/at
Auxiliary Interface	
SATA	1 SATA interface
Capacity	Up to 8 TB capacity for each disk
USB interface	Front panel: 1 × USB 2.0; Rear panel: 1 × USB 2.0
General	
Power supply	48 VDC, 1.35 A
Consumption (without HDD and PoE off)	≤ 10 W
Working temperature	-10 °C to 55 °C (14 °F to 131 °F)
Working humidity	10% to 90%
Dimension (W × D × H)	320 × 240 × 48 mm (12.4" × 9.4" × 1.9")
Weight (without HDD)	≤ 1 kg (2.2 lb)

Dimension



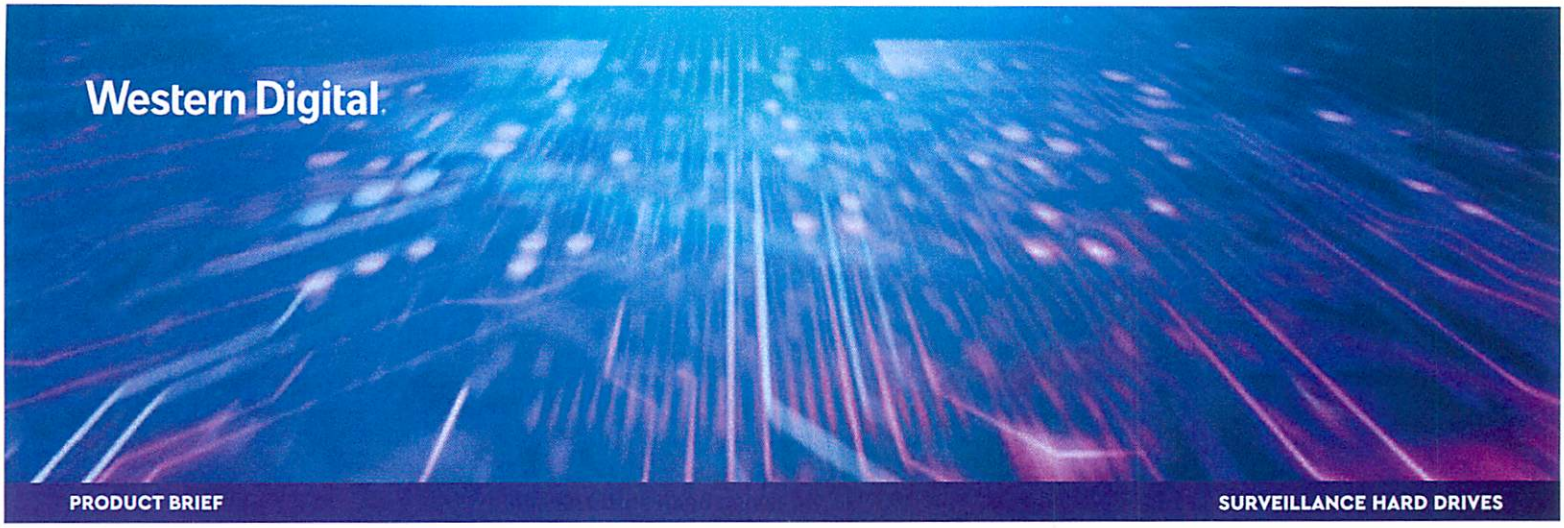
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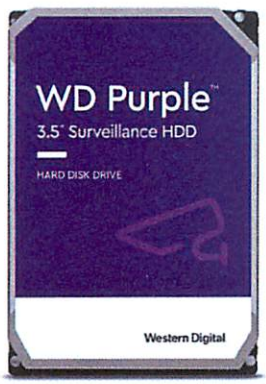
Physical Interface



No.	Description	No.	Description
1	PoE Interfaces	6	VGA Output (DB9 Connector)
2	LAN Interface	7	USB Interface
3	AUDIO OUT	8	Power Supply
4	AUDIO IN	9	Power Switch
5	HDMI Interface	10	GND

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Product Highlights

- Capacity up to 8TB[4]
- Engineered specifically for mainstream surveillance systems
- AllFrame™ technology delivers optimizations for write-intensive, low bit-rate, high stream-count workloads typical to mainstream surveillance applications
- Supports up to 180 TB/yr workload rate[7]
- Support for up to 16 bays[13]
- Tarnish-resistant components[2]
- 3-year limited warranty

WD Purple™

WD Purple™ drives are engineered specifically for surveillance to help withstand the elevated heat fluctuations and equipment vibrations within NVR environments. An average desktop drive is built to run for only short intervals, not the harsh 24/7 always-on environment of a high-definition surveillance system. With WD Purple, you get reliable, surveillance-class storage that's tested for compatibility in a wide range of security systems. Exclusive AllFrame™ technology helps reduce frame loss and improve overall video playback.

Western Digital's Exclusive AllFrame™ Technology

All WD Purple™ drives are equipped with AllFrame™ technology, which improves ATA streaming to help reduce frame loss and improve overall video playback, within a multitude of security video solutions.

Enhanced Workload Ratings

WD Purple™ drives feature a workload rating of up to 180TB/year[7] – up to three times that of desktop drives – to handle the unique demands of mainstream video surveillance DVR and NVR systems.

Multiple Cameras, Multiple Streams

Modern recorders now support multiple video streams per camera. Select WD Purple™ drives support up to 64 single-stream HD cameras (see specifications table), and can also support many of the latest cameras that transmit multiple streams to enable basic AI functionality. With so many options, you have the flexibility to upgrade or expand your security applications in the future.

Designed for Today's and Tomorrow's Surveillance Solutions

With an MTBF of up to 1 million hours[1], WD Purple™ drives are engineered for mainstream surveillance DVRs and NVRs that operate 24/7. With tarnish-resistant components[2] and support for more than eight bays[2], WD Purple drives deliver reliable operation in surveillance systems even in harsh environments.

Wide Compatibility. Seamless Integration.

WD Purple™ hard drives are built with compatibility in mind, so you can quickly and seamlessly add capacity to your surveillance system. With a wide range of industry-leading enclosures and chipsets supported, you're sure to find the DVR or NVR configuration that's right for you.

Proactive Storage Management with WDDA

Western Digital Device Analytics™ (WDDA) provides a wealth of storage device parametric operational and diagnostic data to the system; algorithms interpret the data and direct the system to alert system administrators of specific recommended actions to address potential issues. WDDA is intended to empower OEMs, system integrators, and IT professionals to better monitor and proactively manage supported storage devices to maintain optimal operation.

Three-Year Limited Warranty

As an industry-leading hard drive manufacturer, Western Digital stands behind their surveillance storage solutions with a 3-year limited warranty included with every WD Purple™ drive.

WD Purple™

Specifications

	8TB	6TB	6TB	6TB	4TB
Model Number[3]	WD84PURZ	WD63PURZ	WD62PURZ	WD60PURZ	WD42PURZ
Formatted capacity[4]	8TB	6TB	6TB	6TB	4TB
Form factor	3.5-inch	3.5-inch	3.5-inch	3.5-inch	3.5-inch
Advanced Format (AF)	Yes	Yes	Yes	Yes	Yes
Recording Technology	CMR	CMR	CMR	CMR	CMR
RoHS compliant[5]	Yes	Yes	Yes	Yes	Yes
Product Features					
Cameras supported[13]	Up to 64 HD[14]	Up to 64 HD[14]	Up to 64 HD[14]	Up to 64 HD[14]	Up to 64 HD[14]
Drive Bays Supported	16	16	16	16	16
AI Streams	16	--	--	--	--
Firmware Feature Name	AllFrame	AllFrame	AllFrame	AllFrame	AllFrame
Tarnish resistant components	Yes	Yes	Yes	Yes	Yes
Performance					
Interface transfer rate (max)[4]					
Buffer to host	6 Gb/s	6 Gb/s	6 Gb/s	6 Gb/s	6 Gb/s
Host to/from drive (sustained)	194 MB/s	175MB/s	185 MB/s	175 MB/s	175MB/s
Cache (MB)[4]	128	256	128	64	256
Reliability/Data Integrity					
Load/unload cycles[6]	300,000	300,000	300,000	300,000	300,000
Annualized workload rating[7]	180TB/yr	180TB/yr	180TB/yr	180TB/yr	180TB/yr
Non-recoverable read errors per bits read	<1 in 10^14	<1 in 10^14	<1 in 10^14	<1 in 10^14	<1 in 10^14
MTBF	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Limited warranty (years)[8]	3	3	3	3	3
Power Management[9]					
Average power requirements (W)					
Read/Write	6.2	4.6	6.2	5.3	4.6
Idle	5.5	3.7	5.5	4.9	3.7
Standby and Sleep	0.4	0.3	0.4	0.4	0.3
Environmental Specifications[10]					
Temperature (°C, on the base casting)					
Operating[11]	0 to 65	0 to 65	0 to 65	0 to 65	0 to 65
Non-operating	-40 to 70	-40 to 70	-40 to 70	-40 to 70	-40 to 70
Shock (Gs)					
Operating (2 ms, read/write)	30	30	30	30	30
Operating (2 ms, read)	65	65	65	65	65
Non-operating (2 ms)	250	250	250	250	250
Acoustics (dBA)[12]					
Idle	25	23	25	25	23
Seek (average)	30	27	30	28	27
Physical Dimensions					
Height (in./mm, max)	1.028/26.1	1.028/26.1	1.028/26.1	1.028/26.1	1.028/26.1
Length (in./mm, max)	5.787/147	5.787/147	5.787/147	5.787/147	5.787/147
Width (in./mm, ± .01 in.)	4/101.6	4/101.6	4/101.6	4/101.6	4/101.6
Weight (lb/kg, ± 10%)	1.58/0.72	1.26/0.57	1.58/0.72	1.65/0.75	1.26/0.57

[1] MTBF specifications are based upon internal testing using a 40°C base casting temperature. MTBF is based on a sample population and is estimated by statistical measurements and acceleration algorithms. MTBF does not predict an individual drive's reliability and does not constitute a warranty.

[2] For capacities 4TB and higher.

[3] Not all products may be available in all regions of the world.

[4] As used for storage capacity, one gigabyte (GB) = one billion bytes and one terabyte (TB) = one trillion bytes. Total accessible capacity varies depending on operating environment. As used for buffer or cache, one megabyte (MB) = 1,048,576 bytes. As used for transfer rate or interface, megabyte per second (MB/s) = one million bytes per second, and gigabit per second (Gb/s) = one billion bits per second. Effective maximum SATA 6 Gb/s transfer rate calculated according to the Serial ATA specification published by the SATA-IO organization as of the date of this specification sheet. Visit www.sata-io.org for details.

[5] WD hard drive products manufactured and sold worldwide after June 8, 2011, meet or exceed Restriction of Hazardous Substances (RoHS) compliance requirements as mandated by the RoHS Directive 2011/65/EU.

[6] Controlled unload at ambient condition.

[7] Workload Rate is defined as the amount of user data transferred to or from the hard drive. Workload Rate is annualized (TB transferred x (8760 / recorded power-on hours)). Workload Rate will vary depending on your hardware and software components and configurations.

[8] See support.wdc.com/warranty for regional specific warranty details.

[9] Power measurements at room-ambient temperature.

[10] No non-recoverable errors during operating tests or after non-operating tests.

[11] On the base casting.

[12] Sound power level.

[13] 1TB through 3TB support up to eight bays; 4TB and above support up to 16 bays.

[14] Single stream at 3.2Mbps (1080p, H.265, 25 fps). Results may vary depending on camera resolution, file format, frames per second, software, system settings, video quality, and other factors.

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WD Purple™

PRODUCT BRIEF **SURVEILLANCE HARD DRIVES**

Specifications

	4TB	3TB	2TB	2TB	1TB
Model Number[3]	WD40PURZ	WD30PURZ	WD22PURZ	WD20PURZ	WD10PURZ
Formatted capacity[4]	4TB	3TB	2TB	2TB	1TB
Form factor	3.5-inch	3.5-inch	3.5-inch	3.5-inch	3.5-inch
Advanced Format (AF)	Yes	Yes	Yes	Yes	Yes
Recording Technology	CMR	CMR	CMR	CMR	CMR
RoHS compliant[5]	Yes	Yes	Yes	Yes	Yes
Product Features					
Cameras supported[13]	Up to 64	Up to 64	Up to 64 HD[14]	Up to 64	Up to 64
Drive Bays Supported	16	8	8	8	8
AI Streams	--	--	--	--	--
Firmware Feature Name	AllFrame	AllFrame	AllFrame	AllFrame	AllFrame
Tarnish resistant components	Yes	No	No	No	No
Performance					
Interface transfer rate (max)[4]					
Buffer to host	6 Gb/s	6 Gb/s	6 Gb/s	6 Gb/s	6 Gb/s
Host to/from drive (sustained)	150 MB/s	145 MB/s	175MB/s	145 MB/s	110 MB/s
Cache (MB)[4]	64	64	256	64	64
Reliability/Data Integrity					
Load/unload cycles[6]	300,000	300,000	300,000	300,000	300,000
Annualized workload rating[7]	180TB/yr	180TB/yr	180TB/yr	180TB/yr	180TB/yr
Non-recoverable read errors per bits read	<1 in 10^14	<1 in 10^14	<1 in 10^14	<1 in 10^14	<1 in 10^14
MTBF	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Limited warranty (years)[8]	3	3	3	3	3
Power Management[9]					
Average power requirements (W)					
Read/Write	5.1	5.0	3.8	4.4	3.8
Idle	4.5	4.4	3.2	4.1	3.2
Standby and Sleep	0.4	0.4	0.3	0.4	0.6
Environmental Specifications[10]					
Temperature (°C, on the base casting)					
Operating[11]	0 to 65	0 to 65	0 to 65	0 to 65	0 to 65
Non-operating	-40 to 70	-40 to 70	-40 to 70	-40 to 70	-40 to 70
Shock (Gs)					
Operating (2 ms, read/write)	30	30	30	30	30
Operating (2 ms, read)	65	65	65	65	65
Non-operating (2 ms)	250	250	250	250	250
Acoustics (dBA)[12]					
Idle	25	23	21	23	21
Seek (average)	28	24	26	24	22
Physical Dimensions					
Height (in./mm, max)	1.028/26.1	1.028/26.1	1.028/26.1	1.028/26.1	1.028/26.1
Length (in./mm, max)	5.787/147	5.787/147	5.787/147	5.787/147	5.787/147
Width (in./mm, ± .01 in.)	4/101.6	4/101.6	4/101.6	4/101.6	4/101.6
Weight (lb/kg, ± 10%)	1.50/0.68	1.40/0.64	0.99/0.45	1.32/0.60	0.99/0.45

[1] MTBF specifications are based upon internal testing using a 40°C base casting temperature. MTBF is based on a sample population and is estimated by statistical measurements and acceleration algorithms. MTBF does not predict an individual drive's reliability and does not constitute a warranty.

[2] For capacities 4TB and higher.

[3] Not all products may be available in all regions of the world.

[4] As used for storage capacity, one gigabyte (GB) = one billion bytes and one terabyte (TB) = one trillion bytes. Total accessible capacity varies depending on operating environment. As used for buffer or cache, one megabyte (MB) = 1,048,576 bytes. As used for transfer rate or interface, megabyte per second (MB/s) = one million bytes per second, and gigabit per second (Gb/s) = one billion bits per second. Effective maximum SATA 6 Gb/s transfer rate calculated according to the Serial ATA specification published by the SATA-IO organization as of the date of this specification sheet. Visit www.sata-io.org for details.

[5] WD hard drive products manufactured and sold worldwide after June 8, 2011, meet or exceed Restriction of Hazardous Substances (RoHS) compliance requirements as mandated by the RoHS Directive 2011/65/EU.

[6] Controlled unload at ambient condition.

[7] Workload Rate is defined as the amount of user data transferred to or from the hard drive. Workload Rate is annualized (TB transferred x (8760 / recorded power-on hours)). Workload Rate will vary depending on your hardware and software components and configurations.

[8] See support.wdc.com/warranty for regional specific warranty details.

[9] Power measurements at room-ambient temperature.

[10] No non-recoverable errors during operating tests or after non-operating tests.

[11] On the base casting.

[12] Sound power level.

[13] 1TB through 3TB support up to eight bays; 4TB and above support up to 16 bays.

[14] Single stream at 3.2Mbps (1080p, H.265, 25 fps). Results may vary depending on camera resolution, file format, frames per second, software, system settings, video quality, and other factors.

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D018-000134-AA01 October 2021

Western Digital.

WD Purple™ microSD™ Card

DATA SHEET

SURVEILLANCE MICROSD CARD



Highlights

- Optimized for 24/7 video surveillance cameras
- Designed with high endurance for continuous operation
- Weatherproof, humidity resistant, and withstands temperatures from -25° to 85° C
- Failover local storage, continuous recording, even in case of a temporary camera disconnection
- Supports card health monitor functionality
- Advanced 3D NAND Technology

CAPACITIES
256GB, 128GB, 64GB, 32GB

FORM FACTOR
microSD

INTERFACE
SDA 5.1

MODEL NUMBERS
WDD256G1P0A
WDD128G1P0A
WDD064G1P0A
WDD032G1P0A

THE WESTERN DIGITAL ADVANTAGE

Western Digital puts our products through extensive testing prior to any product launch. This testing ensures our products consistently meet the highest quality and reliability standards of the Western Digital brand.

Western Digital also has a detailed Knowledge Base with more than 1,000 helpful articles as well as software and utilities. Our customer support lines have long operational hours to ensure you get the help you need when you need it. Our toll-free customer support lines are here to help, or you can access our Western Digital Support site for additional details.

The WD Purple™ microSD™ card is borne out of extensive analysis of three generations of industrial products to specifically address the surveillance market. With its high endurance and capacities up to 256GB, the WD Purple microSD card provides long-lasting on-camera storage, and its support for card health monitoring functionality allows for pre-emptive storage management. It offers exceptional performance and reliability to meet the 24/7 continuous high-definition video recording workload demanded by the growing number of surveillance applications. Trust Western Digital to deliver WD Purple – the ideal microSD storage for video surveillance cameras and edge devices.

It's WD Purple

Designed for Surveillance. Building on the heritage of WD Purple hard drives, this card is designed with the right robustness, performance, and features for always-on video surveillance cameras and edge devices.

Put More Confidence In Your Cameras

High Endurance. WD Purple microSD cards are designed for continuous 24/7 recording should your camera lose connection with the NVR, providing additional confidence in your video surveillance solution.

Smart Storage Maintenance

Card Health Montoring. In compatible cameras, card health monitoring capability allows you to get notified when it's time to service your WD Purple microSD card, so you can perform preemptive storage management.

Robust Storage, Indoors or Outdoors

Supports -25°C to 85°C temperature range; humidity resistant. Have peace of mind that this card is designed for continuous operation in extreme weather conditions and in a variety of climates.

Continuous Capture. Hours or Days.

Capacities up to 256GB. Wide range of capacities for different combinations of camera resolution, frame rate, recording duration, and event trigger configuration.

WD Purple™ microSD™ Card

DATA SHEET — SURVEILLANCE MICROSD CARD

Specifications

	256GB	128GB	64GB	32GB
Model Number[1]	WDD256G1P0A QD102	WDD128G1P0A QD102	WDD064G1P0A QD102	WDD032G1P0A QD102
Formatted capacity[2]	256GB	128GB	64GB	32GB
Form factor	microSDXC™	microSDXC™	microSDXC™	microSDHC™
RoHS compliant[3]	Yes	Yes	Yes	Yes
Product Features				
Card Health Status Monitoring Functionality	Yes	Yes	Yes	Yes
Performance				
Sequential Read Performance (MB/s) up to	100	100	100	100
Sequential Write Performance (MB/s) up to	60	60	60	60
Speed Class	UHS Speed Class 3 (U3) Video Speed Class 30 (V30)	UHS Speed Class 3 (U3) Video Speed Class 30 (V30)	Speed Class 10 UHS Speed Class 1 (U1)	Speed Class 10 UHS Speed Class 1 (U1)
Endurance[4]	Up to 256 TBW	Up to 128 TBW	Up to 64 TBW	Up to 32 TBW
Reliability/Data Integrity				
Limited warranty (years)[5]	3	3	3	3
Environmental Specifications				
Temperature (°C, on the base casting)				
Operating[2]	-25° to 85°	-25° to 85°	-25° to 85°	-25° to 85°
Non-operating	-40° to 85°	-40° to 85°	-40° to 85°	--40° to 85°

[1] Not all products may be available in all regions of the world.

[2] As used for storage capacity, one gigabyte (GB) = one billion bytes. Total accessible capacity varies depending on operating environment. As used for transfer rate, megabyte per second (MB/s) = one million bytes per second. Performance will vary depending on your hardware and software components and configurations.

[3] WD storage products manufactured and sold worldwide after June 8, 2011, meet or exceed Restriction of Hazardous Substances (RoHS) compliance requirements as mandated by the RoHS Directive 2011/65/EU.

[4] TBW (terabytes written) values calculated using JEDEC client workload (JESD219) and vary by product capacity.

[5] 3 years or Max Endurance (TBW) limit, whichever comes first. See support.wdc.com for regional specific warranty details.

Western Digital.

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International: 408.717.6000

www.westerndigital.com

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CAN ICES-3 (B) / NMB-3 (B)

2879-810009-A05 April 2020

Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Variation to allow a fence to exceed the maximum four-foot height in a yard abutting a street to allow a six-foot high fence 8.5 feet into the required 30-foot setback, a variation of two feet in height

Dan Foster, petitioners
1435 Trailwood Court

PZC Recommendation: To deny the request for the fence variation.

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

Background:

- The property is an existing single-family residence with a 5-foot 9-inch high fence that runs along the line of the house.
- The proposed fence would be the same style just moved 8.5 feet into the 30-foot yard abutting a street setback.



Request: To construct a new fence into the required 30-foot setback along a street. The fence would encroach 8.5 feet.

PZC Highlights:

The following discussion took place during the Planning and Zoning Commission hearing:

- The petitioner stated he wanted more room within the fenced area for his family.
- The PZC could not find a hardship to allow the taller fence in the side yard.
- The PZC found that the petition did not met the Findings of Facts.

The Planning and Zoning Commission recommended **denial (6-1)** of the petitioner's request.

If the City Council choses 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 (Foster, received 06/19/23)
   B. Site Plan (Foster undated, received 06/19/23)

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

Votes Required to Pass: A super majority vote (5 votes)

PIQ Map
1435 Trailwood Court



Ord. No.
File No.

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING SIMPLIFIED RESIDENTIAL VARIATIONS TO A FENCE TO EXCEED THE MAXIMUM FOUR-FOOT HEIGHT IN A YARD ABUTTING A STREET TO ALLOW A SIX-FOOT HIGH FENCE 8.5 FEET INTO THE REQUIRED 30-FOOT SETBACK AT 1435 TRAILWOOD COURT

WHEREAS, pursuant to the terms of a Petition (File #PLN-2023-137) before the Crystal Lake Planning and Zoning Commission, the Petitioners have requested a Variation to allow a fence to exceed the maximum four-foot height in a yard abutting a street to allow a six-foot high fence 8.5 feet into the required 30-foot setback, a variation of two feet in height at 1435 Trailwood Court; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on July 22, 2023 in the Northwest Herald, held a public hearing at 7:00 p.m., on August 16, 2023 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed variation; and

WHEREAS, on August 16, 2023, 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 Variation be denied, as documented in the minutes, and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Variation 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 Variation to allow a fence to exceed the maximum four-foot height in a yard abutting a street to allow a six-foot high fence 8.5 feet into the required 30-foot setback, a variation of two feet in height at 1435 Trailwood Court (19-18-305-004), Crystal Lake, Illinois is hereby approved.

Section II: Said Variation is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Foster, received 06/19/23)
   B. Site Plan (Foster undated, received 06/19/23)

Draft

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 that all pertinent records of the City of Crystal Lake to show the issuance of a Variation 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 5th day of September, 2023.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

Passed: September 5, 2023
Approved: September 5, 2023

Draft

#2023-137
1435 Trailwood Court – Variation
Project Review for Planning and Zoning Commission

Meeting Date: August 16, 2023

Request: Variations to allow a fence to exceed the maximum four-foot height in a yard abutting a street to allow a six-foot high fence 8.5 feet into the required 30-foot setback, a variation of two feet in height.

Location: 1435 Trailwood Court

Acreage: Approximately 13,177 square feet

Existing Zoning: R-2 Single Family

Surrounding Properties:
North: R-2 Single Family
South: R-2 Single Family
East: R-2 Single Family
West: R-2 Single Family

Staff Contact: Elizabeth Maxwell (815.356.3615)

Background:

- The property is an existing single-family residential lot in Crystal Lake.
- The lot is a corner lot. Fences over four feet in height are required to meet building setbacks of 30 feet from the property line (typically one foot from the sidewalk). If the fence was four feet high it could be five feet from the yard abutting a street (corner side yard) property line.



Fence style



Proposed new fence location

Development Analysis:

General

- Request: To construct a six-foot high fence 8.5 feet into the required 30-foot yard abutting a street setback. This exceeds the maximum height allowance for a fence in this yard by two feet in height.
- Zoning: The site is zoned R-2 Single Family and used as a single-family home.
- Land Use: The land use map shows the area as Urban Residential. This land use designation is appropriate for this use.
- The fence will be adjacent to the neighbor's driveway.



Comprehensive Land Use Plan 2030 Vision Summary Review:

The Comprehensive Plan designates the subject property as Urban Residential, which allows for existing and future single-family residential uses. The following goal is applicable to this request:

Land Use - Residential

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

Findings of Fact:

ZONING ORDINANCE VARIATION

The petitioner is requesting a variation from Article 4 to allow a fence to exceed the maximum four-foot height in a yard abutting a street to allow a six-foot high fence 8.5 feet into the required 30-foot setback, a variation of two feet in height.

The Unified Development Ordinance lists specific standards for the review and approval of a variation. The granting of a variation rests upon the applicant proving practical difficulty or hardship caused by the Ordinance requirements as they relate to the property. To be considered a zoning hardship, the specific zoning requirements; setbacks, lot width and lot area must create a unique situation on this property. It is the responsibility of the petitioner to prove hardship at the Planning and Zoning Commission public hearing.

Standards

When evidence in a specific case shows conclusively that literal enforcement of any provision of this Ordinance would result in a practical difficulty or particular hardship because:

a. The plight of the property owner is due to unique circumstances, such as, unusual surroundings or conditions of the property involved, or by reason of exceptional narrowness, shallowness or shape of a zoning lot, or because of unique topography, or underground conditions.

☐ *Meets* ☒ *Does not meet*

b. Also, that the variation, if granted, will not alter the essential character of the locality.

☒ *Meets* ☐ *Does not meet*

For the purposes of supplementing the above standards, the Commission may take into consideration the extent to which the following facts favorable to the application have been established by the evidence presented at the public hearing:

a. That the conditions upon which the application for variation is based would not be applicable generally to other property within the same zoning classification;

☐ *Meets* ☒ *Does not meet*

b. That the alleged difficulty or hardship has not been created by any person presently having interest in the property;

☐ *Meets* ☒ *Does not meet*

c. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located; or

☒ *Meets* ☐ *Does not meet*

d. That the proposed variation will not impair an adequate supply of light or air to adjacent property, will not unreasonably diminish or impair the property values of adjacent property, will not unreasonably increase congestion in the public streets, substantially increase the danger of fire or otherwise endanger public safety.

☒ *Meets* ☐ *Does not meet*

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

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 (Foster, received 06/19/23)
   B. Site Plan (Foster undated, received 06/19/23)

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

Application for Simplified Residential Variation

Application Number: _____ **FOR OFFICE USE ONLY**

Project Name: _____

Date of Submission: _____

I. Applicant

Dan Foster

Name

1435 Trailwood Ct.

Street

Crystal Lake	IL	60014
City	State	Zip Code
[redacted]		[redacted]
Telephone Number	Fax Number	E-mail address

II. Owner of Property (if different)

Name

Address Telephone Number

III. Project Data

1. a. Location/Address: 1435 Trailwood Ct.

   b. PIN #: 19-18-305-004

2. Description of proposal/Reason for request (including how the standards for variation are met, any unique circumstance of the property, or particular hardship):

DESCRIBE THE UNIQUE CIRCUMSTANCES OF THE PROPERTY:

NW Corner of property has a berm with 2 trees on the crest centered 10 ft and 27.5 feet from property line. Building a privacy fence on the building line would require a post that would come within 2 feet of a tree base, likely causing significant damage to the root system. The desire is to place a privacy fence 21.5 feet from property line to reduce root damage while maintaining existing privacy of the backyard.

IS THE HARDSHIP SELF-CREATED?

No, the main hardship is a result of the topographic and natural features of the property limiting ability to move current privacy fence to build line. A secondary hardship exists regarding usable space in fenced in area due to exsisting structures limiting safe space for children to play that isn't street adjacent.

ARE THE CONDITIONS APPLICABLE TO OTHER PROPERTIES IN THE SAME ZONING CLASSIFICATION?

No

WILL THE VARIATION ALTER THE ESSENTIAL CHARACTER OF THE LOCALITY?

No

WILL THE VARIATION, IF GRANTED BE DETRIMENTAL TO PUBLIC WELFARE OR INJURIOUS TO OTHER PROPERTY?

No

WILL THE VARIATION AS PROPOSED IMPAIR ADEQUATE SUPPLY OF LIGHT OR AIR TO ADJACENT PROPERTY; DIMINISH PROPERTY VALUE; INCREASE CONGESTION IN PUBLIC STREETS; SUSBTANTIALLY INCREASE THE DANGER OF FIRE; OT ENDANGER PUBLIC SAFETY?

No

3. List any previous variations that are approved for this property: Article 4 Section 4-700 2 e. permission already exists to build on Public Utility Easement based on existing structures.

IV. Signatures

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

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

Daniel Foster 6-19-23

OWNER: Print and Sign name Date

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

CRYSTAL LAKE PLANNING AND ZONING COMMISSION
WEDNESDAY, AUGUST 16, 2023
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, Greenman, Gronow, Mason, Repholz, Skluzacek, Smith and Teetsov and were present.

Kathryn Cowlin, Director of Community Development, Elizabeth Maxwell, City Planner, and Katie Rivard, Assistant City Planner were present from Staff.

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

2023-137 – 1435 TRAILWOOD COURT – SIMPLIFIED RESIDENTIAL VARIATION – PUBLIC HEARING

Continued from July 19, 2023 meeting to the August 16th Planning and Zoning Commission hearing. Variations to allow a fence to exceed the maximum four-foot height in a yard abutting a street to allow a six-foot high fence 8.5 feet into the required 30-foot setback, a variation of two feet in height.

Dan Foster, property owner, was present to represent the petition. He stated he is a teacher at the local school. There are kids that attend his classes that live in the neighborhood. He is looking for some privacy for his family. He would like more usable space in the backyard. They have three young children under six years of age. The previous owners installed a pool, which uses up a large portion of the yard. There is a tree in the side yard and if he can move the fence out farther away from the house he could save that tree. He noted his hardship is the narrow lot and the existing structures in the yard.

Mr. Skluzacek asked about the height of the fence. Mr. Foster confirmed it is five feet nine inches, the same as the existing fence. Mr. Skluzacek said he did not want it to be six feet.

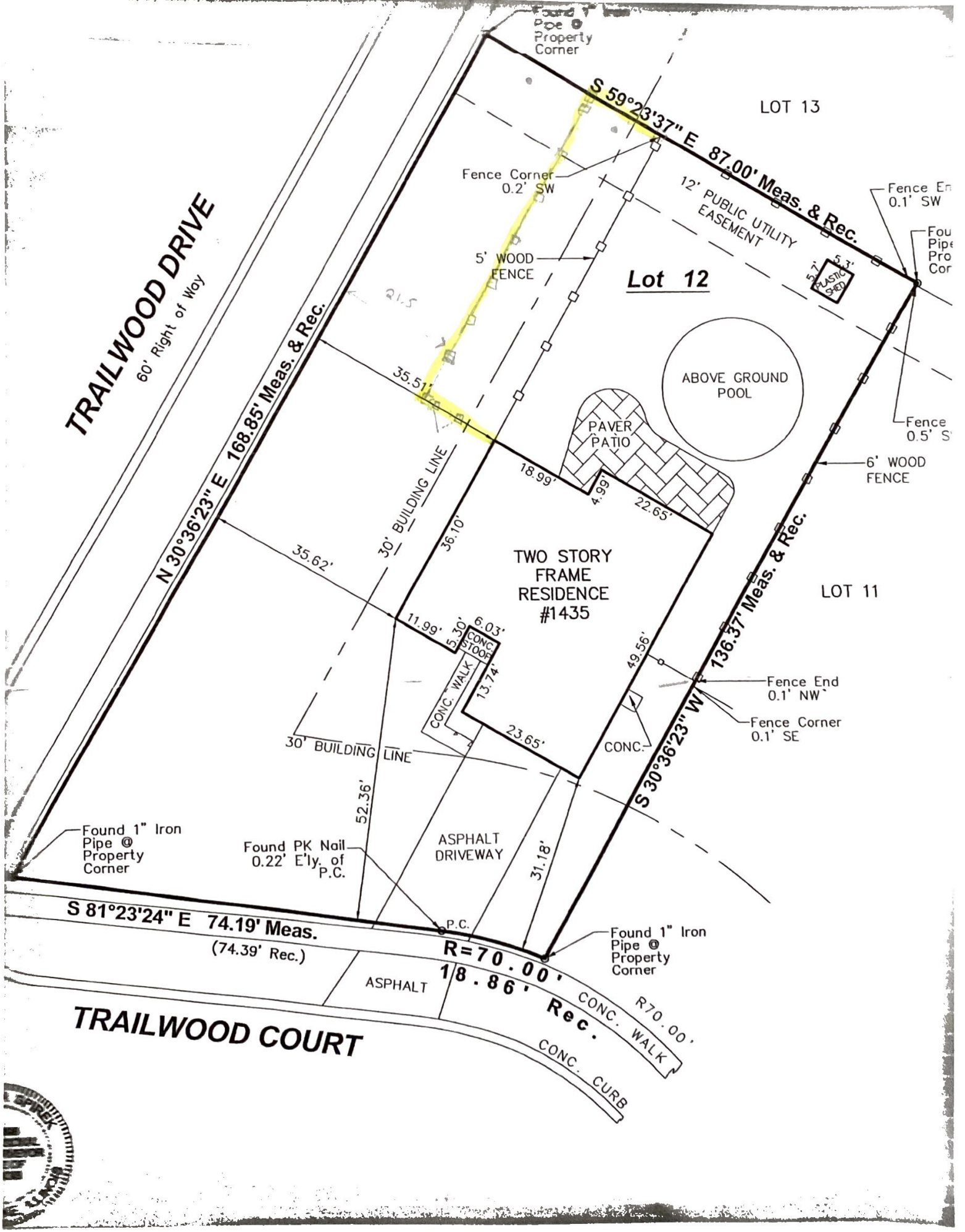
Mr. Gronow asked about fences in the yard abutting a street. He asked the petitioner if they can reduce the height to four feet and then it can be as close as five feet from the property line. This would allow them to get closer without a variation. Mr. Foster said they need privacy and most of their yard is along the street. Kids walk past the house. There is a student that lives across the street.

Ms. Teetsov said she does not want to set a precedent.

Mr. Smith agrees with the other commission members.

Mr. Greenman said it is hard to find the hardship with this request. He noted the City Council has a different purview than this commission. He asked for a motion.

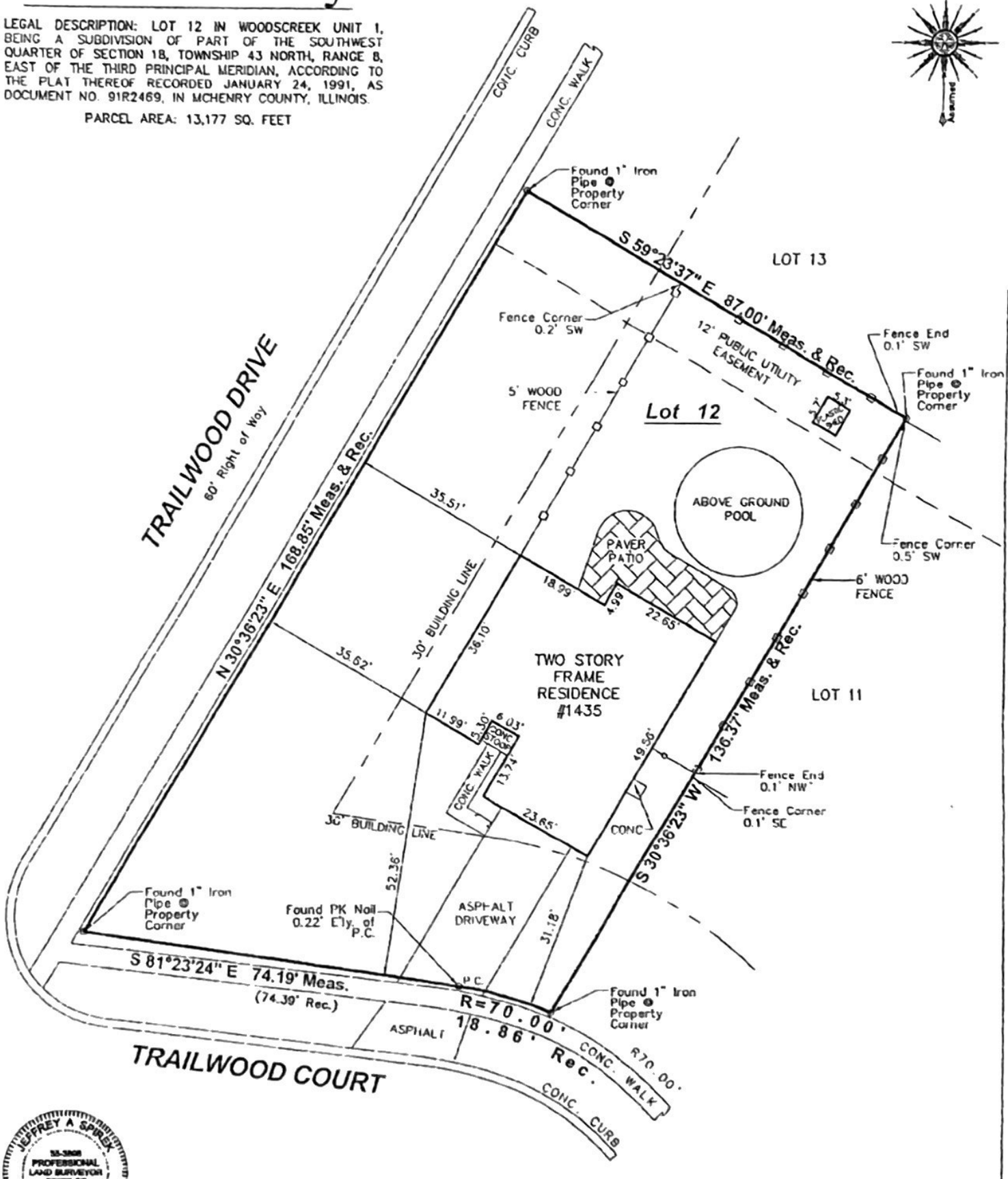
Mr. Smith made a motion to deny 2023-137 the request for the fence variation to allow a 6 foot fence 8.5 feet into the side yard. Mr. Skluzacek seconded the motion. On roll call, Members Gronow, Mason, Repholz, Skluzacek, Smith, Teetsov voted yes. Member Greenman voted no. Motion passed 6-1.


Found 1" Iron Pipe @ Property Corner
S 59°23'37" E 87.00' Meas. & Rec.
LOT 13
Fence Corner 0.2' SW
12' PUBLIC UTILITY EASEMENT
Fence End 0.1' SW
5' WOOD FENCE
Lot 12
5.7'
5.3'
PLASTIC SHED
TRAILWOOD DRIVE
60' Right of Way
N 30°36'23" E 168.85' Meas. & Rec.
35.51'
ABOVE GROUND POOL
PAVER PATIO
Fence 0.5' S
6' WOOD FENCE
18.99'
4.99'
22.65'
30' BUILDING LINE
36.10'
35.62'
TWO STORY FRAME RESIDENCE #1435
LOT 11
11.99'
5.30'
6.03'
CONC. STOOP
CONC. WALK
13.74'
49.56'
S 30°36'23" W 136.37' Meas. & Rec.
Fence End 0.1' NW
Fence Corner 0.1' SE
23.65'
CONC.
30' BUILDING LINE
52.36'
ASPHALT DRIVEWAY
31.18'
Found 1" Iron Pipe @ Property Corner
Found PK Nail 0.22' E'ly. of P.C.
S 81°23'24" E 74.19' Meas.
(74.39' Rec.)
P.C.
R=70.00'
118.86' Rec.
Found 1" Iron Pipe @ Property Corner
ASPHALT
R70.00'
CONC. WALK
CONC. CURB
TRAILWOOD COURT

Plat of Survey

LEGAL DESCRIPTION: LOT 12 IN WOODSCREEK UNIT 1, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 24, 1991, AS DOCUMENT NO. 91R2469, IN MCHENRY COUNTY, ILLINOIS.

PARCEL AREA: 13,177 SQ. FEET



JEFFREY A SPIREK
35-3898
PROFESSIONAL LAND SURVEYOR
STATE OF ILLINOIS
CRYSTAL LAKE, ILLINOIS

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

STATE OF ILLINOIS } ss.
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 THIS 10th DAY OF August A.D. 2021

JEFFREY A. SPIREK
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3898
REGISTERED AGENT FOR LUCO SURVEYING
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 ARE NOT SHOWN HEREON. UNDERGROUND UTILITIES, INCLUDING, BUT NOT LIMITED TO CONDUITS AND CABLES (IF ANY) HAVE NOT BEEN SHOWN HEREON.

LEGEND

- Set IP
- Found IP
- Found "X"
- Found P.K.
- Wood Fence
- CL Fence
- Concrete
- Wood Deck
- Brick
- STREET LIGHT
- B-BOX
- WATER VALVE VAULT
- FIRE HYDRANT
- MANHOLE
- STORM MANHOLE
- JUNCTION BOX
- POWER POLE
- ELECTRIC TRANSFORMER

0' 20' 40' 60'

Luco Surveying
Professional Design Firm No. 184.007972
54 Lou Avenue, Crystal Lake, IL 60014
Phone: 815.526.3974 Email: admin@lucosurveying.com

Common Address: 1435 Trailwood Drive, Crystal Lake, IL.
PIN # 19-18-305-004

Job Number: 21 - 04067 Drawn By: LAH

Client: ANNEN Reference:

Field Work Completion: 08-09-2021

Revisions:




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Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Requests: Variations from Article 3 and 4:

1. to allow a covered attached deck two feet from the interior property line, an encroachment of five feet into the required seven-foot side yard setback,
2. to allow a porte cochère five feet from the interior property line, an encroachment of two feet into the required seven-foot setback, and
3. to allow a porte cochère ten feet from the property line along Leonard Parkway, an encroachment of 20 feet into the required 30-foot yard abutting a street.

Matt Hannell, petitioners
250 Lake Shore Drive

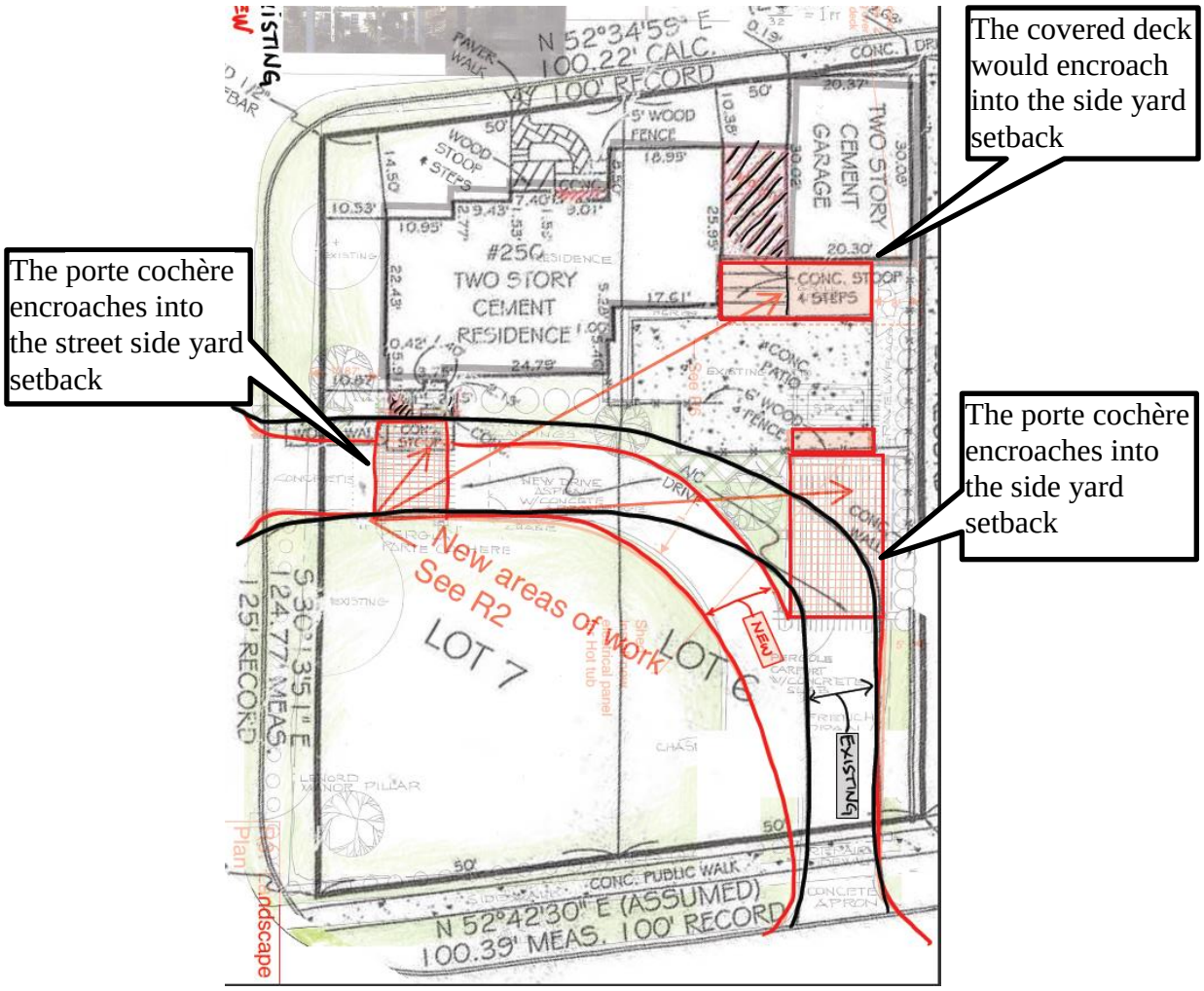
PZC Recommendation: To approve the Planning and Zoning Commission (PZC) recommendation and adopt an Ordinance granting the variations for 250 Lake Shore Drive.

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

Background:

- The property is an existing single-family residence, which is currently a non-conforming structure, as it is built too close to the property lines.
- The property owner has been restoring this 100-year-old home. The current construction calls for two porte cochères (car ports) and a covered deck. These improvements do not encroach farther into the setbacks than the existing principal structure, but they create additional volume or encroachments themselves.
- The property owner has discussed their plans with their neighbors and everyone seems happy with the proposed improvements.

Request: To construct two car ports and a covered deck.



PZC Highlights:

The following discussion took place during the Planning and Zoning Commission hearing:

- The PZC was in favor of the proposed improvements.
- The PZC found that the petition did met the Findings of Facts and had a hardship based on the existing non-conforming structure.

The Planning and Zoning Commission recommended **approval (6-0)** of the petitioner's request with the following recommended conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Hannell, received 07/24/23)
   B. Architecture (Hannell, undated, received 08/04/23)

2. Neither porte cochère shall become enclosed with sides.

3. The petitioner shall address all of the review comments and requirements of Engineering and Public Works Department, Community Development Department and the City's Stormwater Consultant.

Votes Required to Pass: A simple majority vote

Acknowledgement Form

Regarding the Variations at 250 Lake Shore Drive. 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).

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

_____

_____

Petitioner's Name: _____ Date: **9/11/2023**
Signature

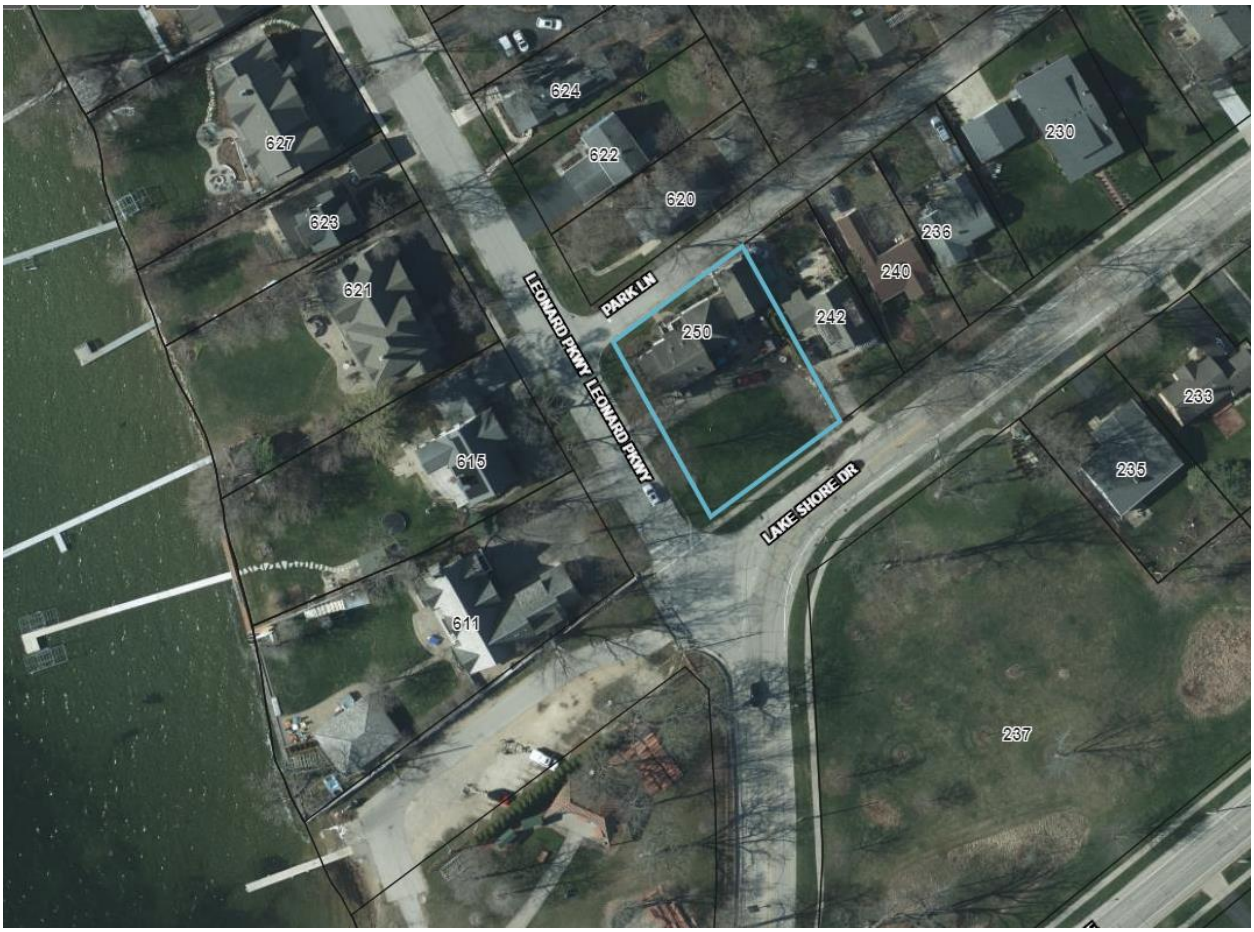
Recommended Conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Hannell, received 07/24/23)
   B. Architecture (Hannell, undated, received 08/04/23)

2. Neither porte cochère shall become enclosed with sides.

3. The petitioner shall address all of the review comments and requirements of Engineering and Public Works Department, Community Development Department and the City's Stormwater Consultant.

PIQ Map
250 Lake Shore Drive



Ord. No.
File No.

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING SIMPLIFIED RESIDENTIAL VARIATIONS TO ALLOW ADDITIONS TO A SINGLE-FAMILY RESIDENCE FOR TWO PORTE COCHERES AND A COVERED DECK AT 250 LAKE SHORE DRIVE

WHEREAS, pursuant to the terms of a Petition (File #PLN-2023-157) before the Crystal Lake Planning and Zoning Commission, the Petitioners have requested Variations to allow a covered attached deck two feet from the interior property line, an encroachment of five feet into the required seven-foot side yard setback, to allow a porte cochère five feet from the interior property line, an encroachment of two feet into the required seven-foot setback, and to allow a porte cochère ten feet from the property line along Leonard Parkway, an encroachment of 20 feet into the required 30-foot yard abutting a street at 250 Lake Shore Drive; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on August 19, 2023 in the Northwest Herald, held a public hearing at 7:00 p.m., on September 6, 2023 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed variations; and

WHEREAS, on September 6, 2023, 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 Variations be approved, as documented in the minutes, and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Variations 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 Variations to allow a covered attached deck two feet from the interior property line, an encroachment of five feet into the required seven-foot side yard setback, to allow a porte cochère five feet from the interior property line, an encroachment of two feet into the required seven-foot setback, and to allow a porte cochère ten feet from the property line along Leonard Parkway, an encroachment of 20 feet into the required 30-foot yard abutting a street at 250 Lake Shore Drive (19-06-253-016), Crystal Lake, Illinois is hereby approved.

Draft

Section II: Said Variations are issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Hannell, received 07/24/23)
   B. Architecture (Hannell, undated, received 08/04/23)

2. Neither porte cochère shall become enclosed with sides.

3. The petitioner shall address all of the review comments and requirements of Engineering and Public Works Department, Community Development Department and the City's Stormwater 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 Variations 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.

Draft

DATED at Crystal Lake, Illinois, this 19th day of September, 2023.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

Passed: September 19, 2023
Approved: September 19, 2023

#2023-157
250 Lake Shore Drive – Variations
Project Review for Planning and Zoning Commission

Meeting Date: September 6, 2023

Request: Variations from Article 3 and 4:

1. to allow a covered attached deck two feet from the interior property line, an encroachment of five feet into the required seven-foot side yard setback,
2. to allow a porte cochère five feet from the interior property line, an encroachment of two feet into the required seven-foot setback, and
3. to allow a porte cochère ten feet from the property line along Leonard Parkway, an encroachment of 20 feet into the required 30-foot yard abutting a street.

Location: 250 Lake Shore Drive

Acreage: Approximately 12,500 square feet

Existing Zoning: R-2 Single Family

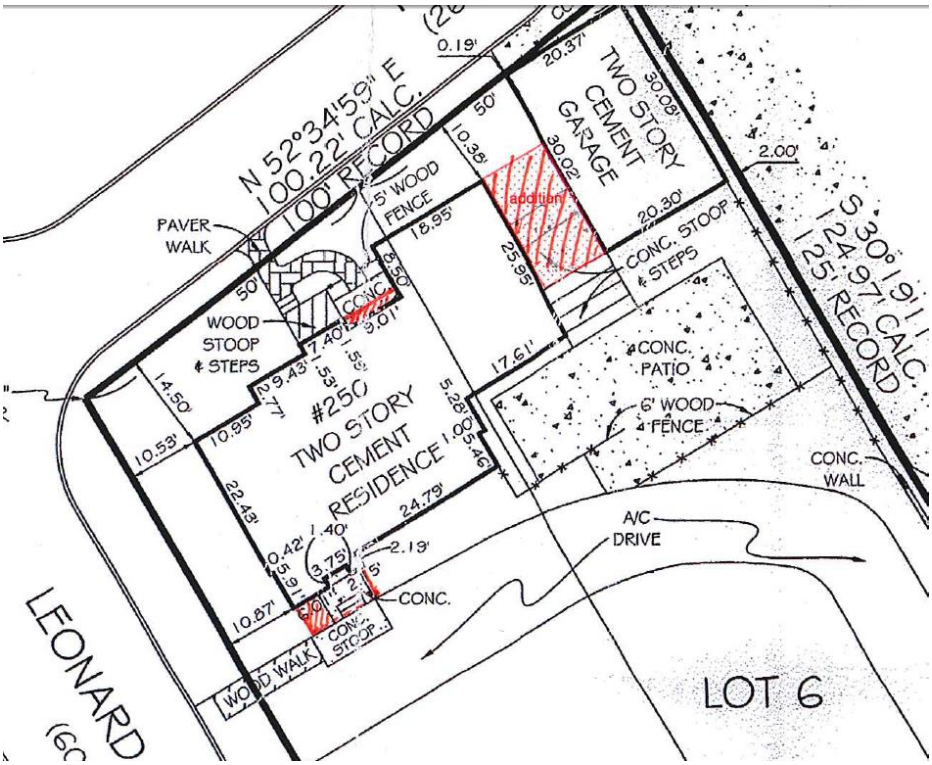
Surrounding Properties:

North:	R-2 Single Family Residential
South:	RE Residential Estate (Crystal Lake Park District)
East:	R-2 Single Family Residential
West:	R-2 Single Family Residential

Staff Contact: Elizabeth Maxwell (815.356.3615)

Background:

- The property is an existing single-family residential lot in Crystal Lake.
- The house was constructed very close to some property lines and it is considered legal non-conforming.
- In June of 2017, the petitioner requested an administrative variation to allow the addition/enlargement to a nonconforming structure, which does not increase the nonconformity into the setback. The petitioner was able to construct two covered porches and attaching the garage to the house.

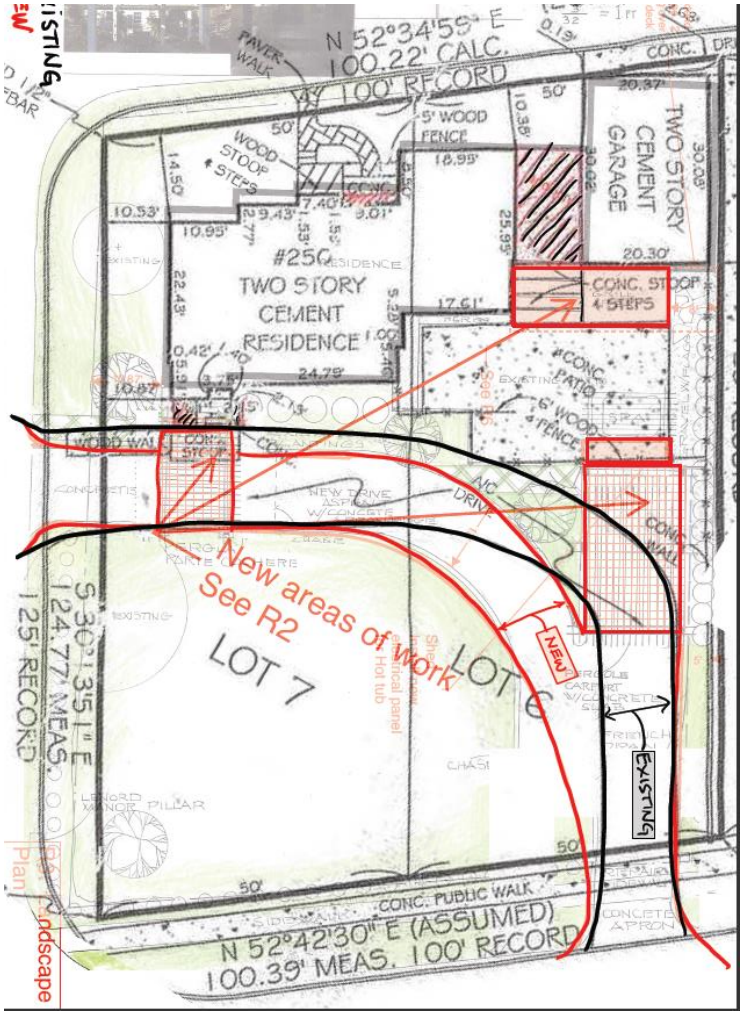


Previous scope of work

Development Analysis:

General

- Request: To construct a covered deck and two porte cochères. Any roof covering causes these structures to be considered part of the principal structure, which is why the variation is necessary.
- Zoning: The site is zoned R-2 Single Family. This use is in compliance.
- Land Use: The land use map shows the area as Urban Residential. This land use designation is appropriate for this use.
- The project will also realign the driveway. See the image below regarding the proposed scope of work.



Current scope of work

- The construction will match the existing residential structure.
- The proposed work is not going any farther into the setbacks as established by the existing principal structure. Due to the scope of the work and the increased coverage, staff felt this required a full variation request.

Findings of Fact:

ZONING ORDINANCE VARIATION

The petitioner is requesting Simplified Residential Zoning Variations to allow a covered attached deck two feet from the interior property line, an encroachment of five feet into the required seven-foot side yard setback, a porte cochère five feet from the interior property line, an encroachment of two feet into the required seven-foot setback, and a porte cochère ten feet from the property line along Leonard Parkway, an encroachment of 20 feet into the required 30-foot yard abutting a street.

The Unified Development Ordinance lists specific standards for the review and approval of a variation. The granting of a variation rests upon the applicant proving practical difficulty or hardship caused by the Ordinance requirements as they relate to the property. To be considered a

zoning hardship, the specific zoning requirements; setbacks, lot width and lot area must create a unique situation on this property. It is the responsibility of the petitioner to prove hardship at the Planning and Zoning Commission public hearing.

Standards

When evidence in a specific case shows conclusively that literal enforcement of any provision of this Ordinance would result in a practical difficulty or particular hardship because:

a. The plight of the property owner is due to unique circumstances, such as, unusual surroundings or conditions of the property involved, or by reason of exceptional narrowness, shallowness or shape of a zoning lot, or because of unique topography, or underground conditions.

☒ *Meets* ☐ *Does not meet*

b. Also, that the variation, if granted, will not alter the essential character of the locality.

☒ *Meets* ☐ *Does not meet*

For the purposes of supplementing the above standards, the Commission may take into consideration the extent to which the following facts favorable to the application have been established by the evidence presented at the public hearing:

a. That the conditions upon which the application for variation is based would not be applicable generally to other property within the same zoning classification;

☒ *Meets* ☐ *Does not meet*

b. That the alleged difficulty or hardship has not been created by any person presently having interest in the property;

☒ *Meets* ☐ *Does not meet*

c. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located; or

☒ *Meets* ☐ *Does not meet*

d. That the proposed variation will not impair an adequate supply of light or air to adjacent property, will not unreasonably diminish or impair the property values of adjacent property, will not unreasonably increase congestion in the public streets, substantially increase the danger of fire or otherwise endanger public safety.

☒ *Meets* ☐ *Does not meet*

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

Comprehensive Land Use Plan 2030 Vision Summary Review:

The Comprehensive Plan designates the subject property as Urban Residential, which allows for existing and future single-family residential uses. The following goal is applicable to this request:

Land Use - Residential

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

Supporting Actions: Preserve and enhance the character and livability of existing residential area with architectural and development guidelines.

Supporting Actions: Provide for a reasonable rate of residential growth especially infill growth and mixed-use development which take advantage of existing city services.

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 (Hannell, received 07/24/23)
   B. Architecture (Hannell, undated, received 08/04/23)

2. Neither porte cochère shall become enclosed with sides.

3. The petitioner shall address all of the review comments and requirements of Engineering and Public Works Department, Community Development Department and the City's Stormwater 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: **Matthew and Allysia Hannell Youngquist**

Address: **250 Lakeshore Dr**

Phone: [redacted]

E-mail: [redacted]

Project Name & Description:

Residential Alteration - Driveway, car porte, and patio project. Replace existing driveway, add car port and car porte, and install roof patio area on existing concrete patio area.

Project Address/Location: **250 Lakeshore Dr Crystal lake, IL 60014**

Signature

Owner: Print and Sign name

Date **7/24/2023**

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, SEPTEMBER 6, 2023
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, Greenman, Gronow, Mason, Repholz, Skluzacek, and Teetsov and were present.

Elizabeth Maxwell, City Planner, and Katie Rivard, Assistant City Planner, were present from Staff.

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

APPROVE MINUTES OF THE AUGUST 16, 2023 PLANNING AND ZONING COMMISSION MEETING

Ms. Repholz moved to approve the minutes from the August 16, 2023 regular Planning and Zoning Commission meeting. Mr. Gronow seconded the motion. On voice vote, all members voted aye. Motion passed.

2023-157 – 250 LAKE SHORE DRIVE – SIMPLIFIED RESIDENTIAL VARIATIONS – PUBLIC HEARING

Simplified Residential Zoning Variations to allow a covered attached deck two feet from the interior property line, an encroachment of five feet into the required seven-foot side yard setback, a porte cochère five feet from the interior property line, an encroachment of two feet into the required seven-foot setback, and construction of a porte cochère ten feet from the property line along Leonard Parkway, an encroachment of 20 feet into the required 30-foot yard abutting a street, all of which are considered extensions of the principal structure.

Matt Hannell, property owner, was present to represent the petition. He explained he has been working on remodeling and restoring the house for the past 7 years. The house is 101 years old. They are doing work to keep the house up. The trees in the front yard had to be removed due to bug infestation and they were dying. After these improvements they will plant new trees to dress up the curb appeal. The house is already nonconforming so any extensions of these areas will require variations. They will fix the grading and the ponding in the front with the driveway reconfiguration.

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

Staff summarized the request.

Mr. Skluzacek said his questions were answered and he is okay with what is proposed.

Mr. Gronow said the upgrades to the house will look nice.

Ms. Mason did not have any questions. She understood the hardship.

Ms. Teetsov asked if the car port will block the neighbor's view of the lake. Staff explained that there are no view corridor protections. Mr. Hannell said he worked with the neighbors on the proposed improvements to make sure everyone was happy with it.

Ms. Repholz said nothing prohibits the parking of a work vehicle in the front yard. Mr. Hannell confirmed that they are moving the parking from the back to the front. It will be under the car port.

Mr. Greenman said he supports the request and they meet the Findings of Fact.

Mr. Gronow made a motion to approve 2023-157 to allow a covered attached deck two feet from the interior property line, an encroachment of five feet into the required seven-foot side yard setback, to allow a porte cochère five feet from the interior property line, an encroachment of two feet into the required seven-foot setback, and to allow a porte cochère ten feet from the property line along Leonard Parkway, an encroachment of 20 feet into the required 30-foot yard abutting a street with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Hannell, received 07/24/23)
   B. Architecture (Hannell, undated, received 08/04/23)

2. Neither porte cochère shall become enclosed with sides.

3. The petitioner shall address all of the review comments and requirements of Engineering and Public Works Department, Community Development Department and the City's Stormwater Consultant.

Ms. Repholz seconded the motion. On roll call, Members Greenman, Gronow, Mason, Repholz, Skluzacek, and Teetsov voted yes. Motion passed 6-0.

REPORT FROM PLANNING

Staff noted the items that were recently approved by the City Council and the upcoming items on the next PZC meeting.

COMMENTS FROM THE COMMISSION

None.

ADJOURNMENT

Mr. Gronow made a motion to adjourn the meeting. Ms. Mason seconded the motion. On voice vote, all members voted aye. The meeting was adjourned at 9:40 p.m.

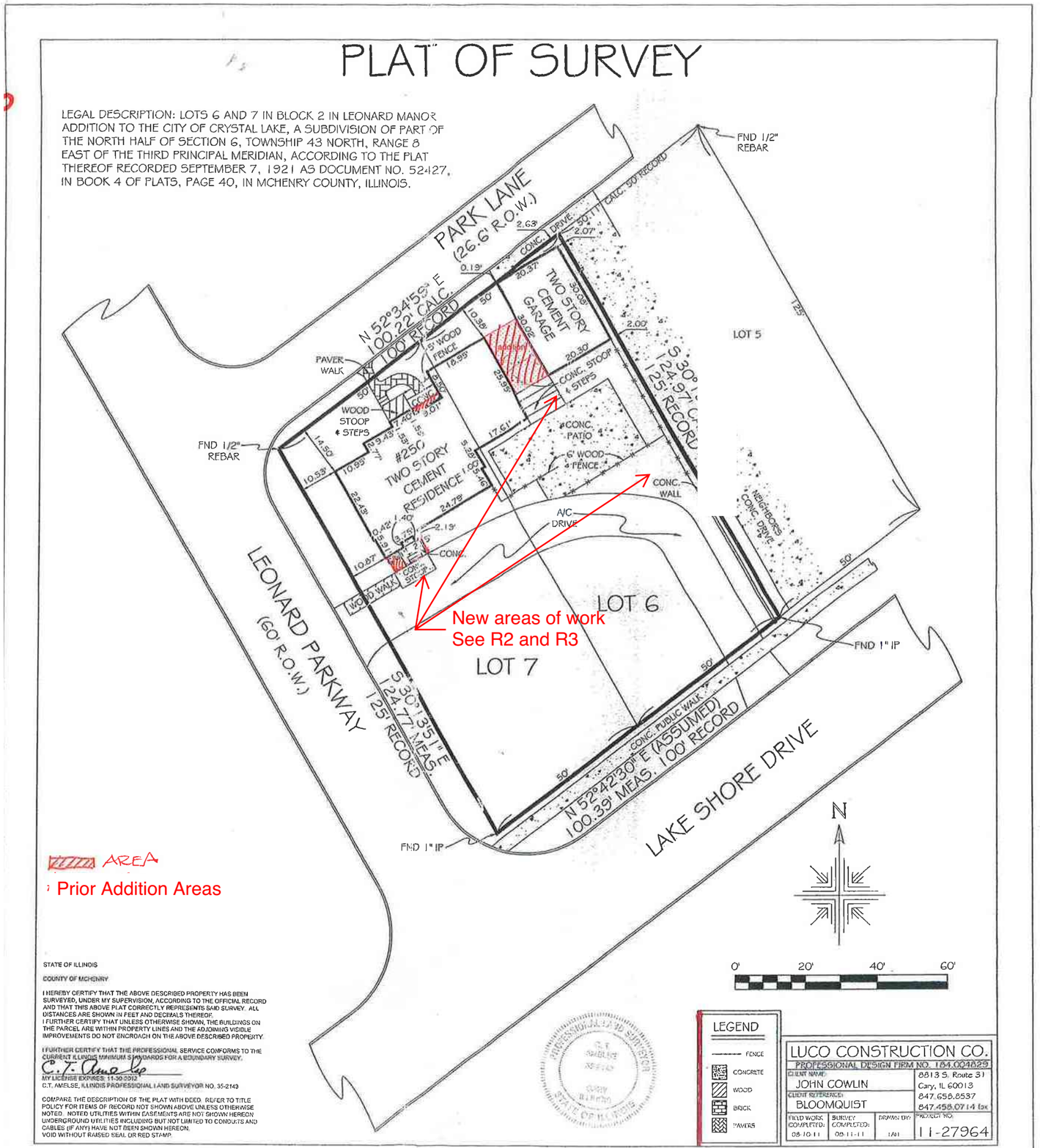
Hannell Residence Alteration Scope:

Patio Area –
•Build back deck using existing foundations and new concrete piers. Existing structure and new concrete piers to support roof covering. Spa to be installed with new electrical sub panel. Add electrical power to deck area for fans and lights.

Driveway –
•The driveway will need to be replaced due to poor condition. We would like to use basic shape with slight change to help with landscaping plan. There are existing drainage issues that will need to be addressed in the front and back driveway. I would like to work with the city to determine the best solutions for those drainage issues b/c they cause safety issues in rain/winter. The final scope with the driveway is installing 2 pergolas. They are to be used as a car porche for coverage at front door and car port.

Landscaping –
•The main lawn would remain the same with the addition of a live fence along sidewalk and Lenard Parkway. There are additional areas of landscaping by the home and in the rear of the home.

- Roofer shall be licensed
- Licensed Electrician
Asphalt driveway and concrete car port slab as required per CL



2017 22

RECEIVED
JUN 07 2017
BY:

R1: Summary of Work



R7:Sketch

SITE = 125' x 100'

12500 SF

HOUSE = 1947 SF

DRIVEWAY 1842 SF

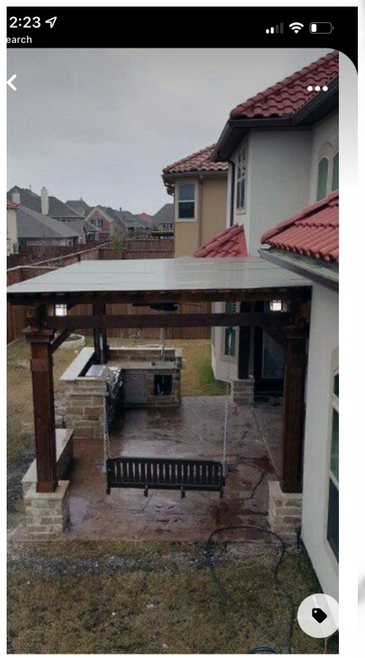
PATIO 22.4' x 24.10' 540 SF

DECK@PATIO 200 SF

STOOP@ BACK 50 SF

TOT = 4579 SF

36.67%



Next Luxury
839k followers
Follow

Visit Save

Existing Electric:
Extend to new hot tub per code

Hot Tub

New low sloped MB roof. 4x4 support posts at 10' Eq sp. with cynotube footing

New Car port, wood framed 6x6 piers at each corner with cynotube footing. 6" concrete slab on grade. Shingle roof with gutter and downspout

See R4 for plan and details

New Asphalt Driveway

New pergola over hot tub

See R5 for plan and details

New standing seam overhang at door.

Install new pavers/stairs at door entrance

Fireplace - run gas from house

New landscaping

Fence - Rehab posts and replace panels

New Car porche - New piers 6x6 at outside corners. wood framed. MB low-sloped roof with gutter and downspout.

See R5 for plan and details

Deck

Driveway

PATIO

STOOP

TWO STORY CEMENT GARAGE

RESIDENCE #250

124.77' MEAS.
125' RECORD

LEONARD PARKWAY

R2: Areas of Work

PURPLE

BLACK = EXISTING

RED = NEW



mum
MODERN LANDSCAPES

PARK LOW
(26.6' R.O.W.)

3/32 = 1 FT

N 52°34'59" E
100.22' CALC.
100' RECORD

0.19'

CONC.

DRI

PAVER WALK

5' WOOD FENCE

50'

20.37'

10.98'

TWO STORY CEMENT GARAGE

30.09'

20.02'

18.95'

WOOD STOOP & STEPS

14.50'

CONC.

8.50'

7.40'

9.01'

10.53'

9.43'

10.95'

2.47'

5.5'

5.5'

25.95'

20.30'

#250 RESIDENCE
TWO STORY
CEMENT
RESIDENCE

22.43'

1.00'

CONC. ST. FOR GRILL & STEPS

8'

17.61'

HERBS

0.42'

1.40'

5.9'

3.75'

24.79'

10.87'

#CONC PATIO

EXISTING PATIO

6' WOOD FENCE

SPA

GRAVEL W/FLAGS

See R6

WOOD WALK

CONC. STEPS

PLANTINGS

CONCRETE

NEW DRIVE ASPHALT W/CONCETE BORDER

A/C

DRIVE

CONC. WALK

PERGOLA

PORTE COCHERE

CHASE

New areas of work
See R2

EXISTING

LOT 7

LOT 6

Sheet E1.0
Install new electrical panel for Hot tub

NEW

PERGOLA CARPORT W/CONCRETE SLAB

5'

FRENCH DRAIN

EXISTING

CHASE

LENORD MANOR PILLAR

50'

CONC. PUBLIC WALK

SIDEWALK

REPAIR SIDEWALK

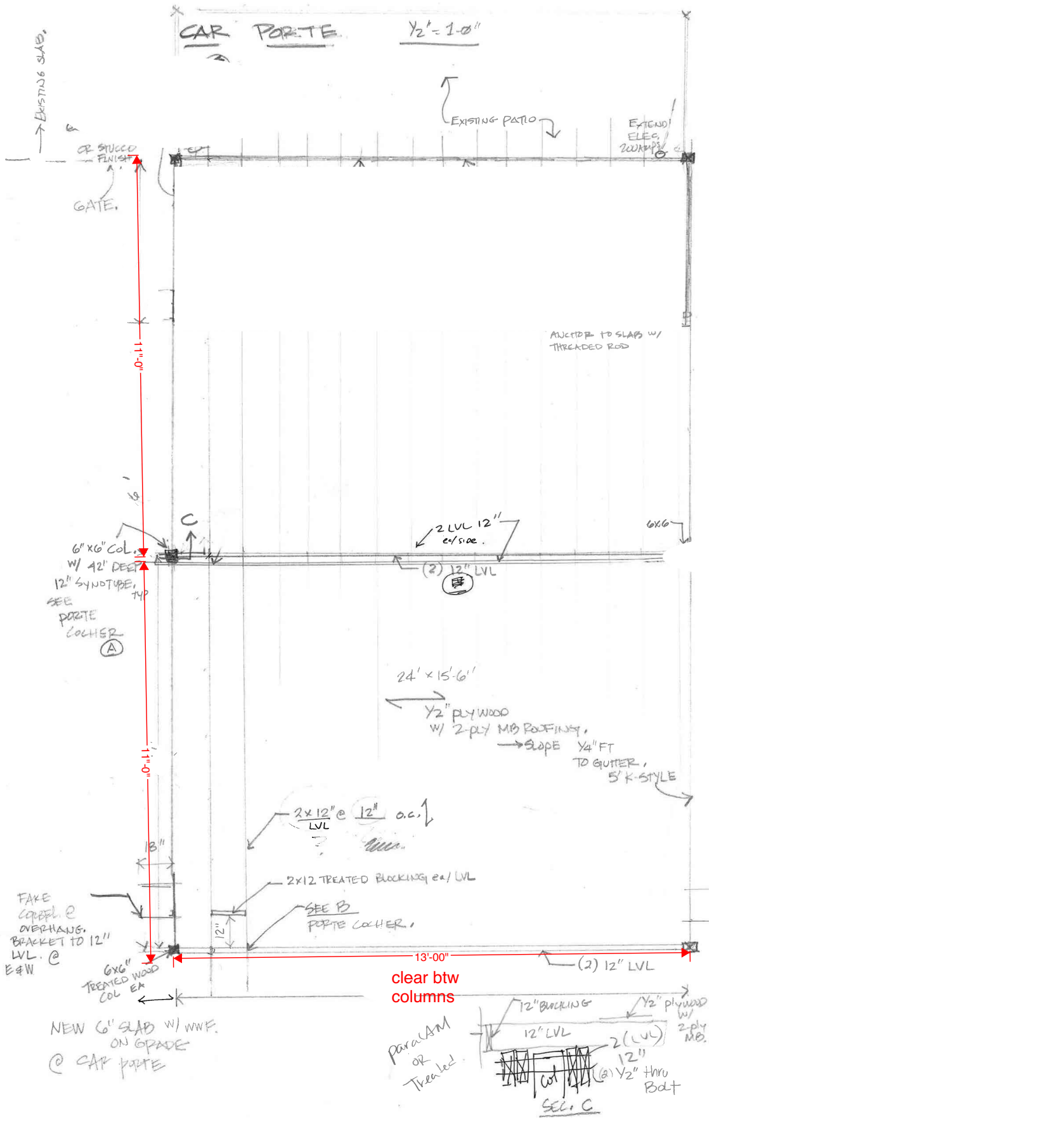
CONCRETE APRON

N 52°42'30" E (ASSUMED)
100.39' MEAS. 100' RECORD

S 30°13'51" E
124.70' MEAS.
125' RECORD

Roof line to extend length of garage 2 feet overhang over new concrete deck

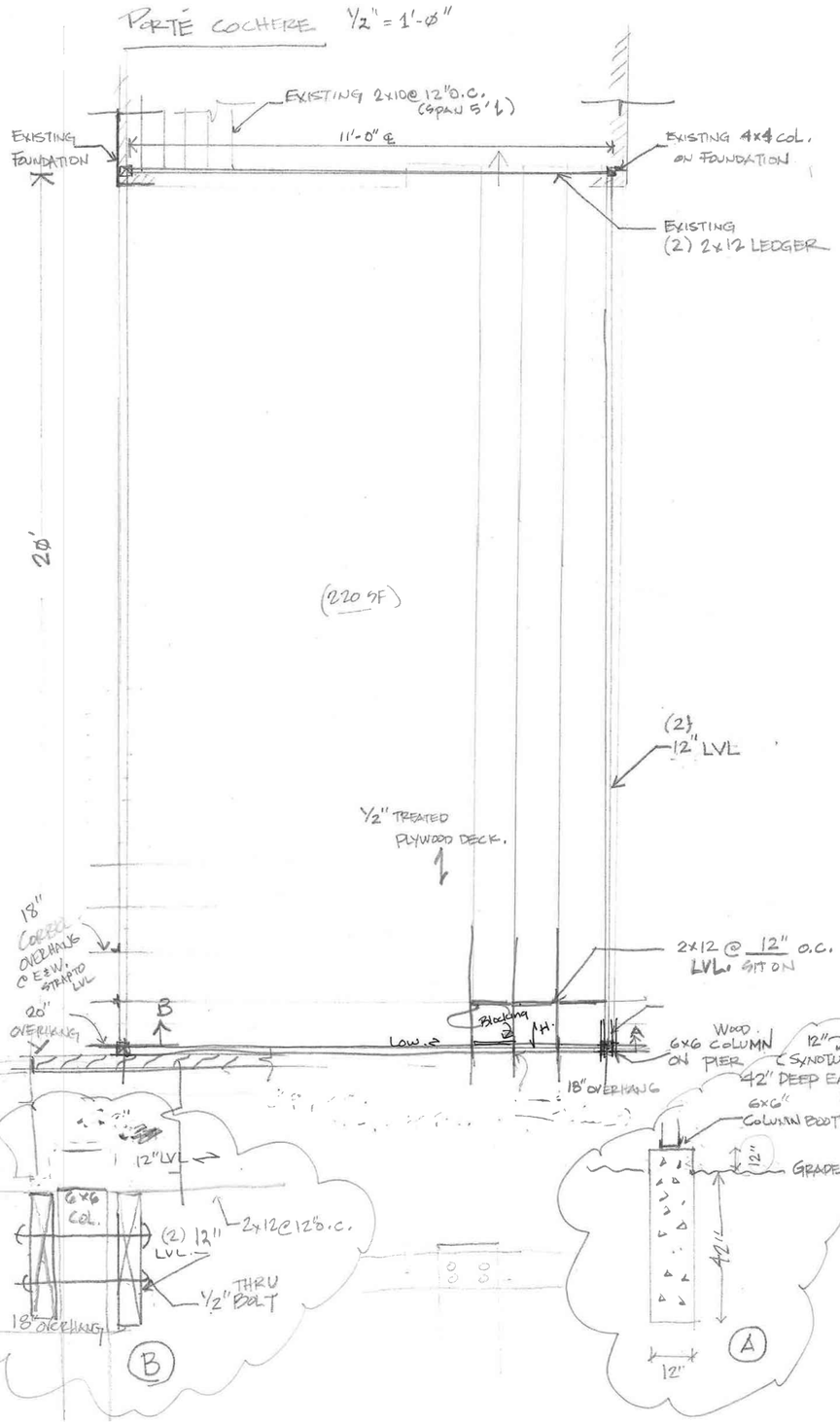
Re: Landscape Plan

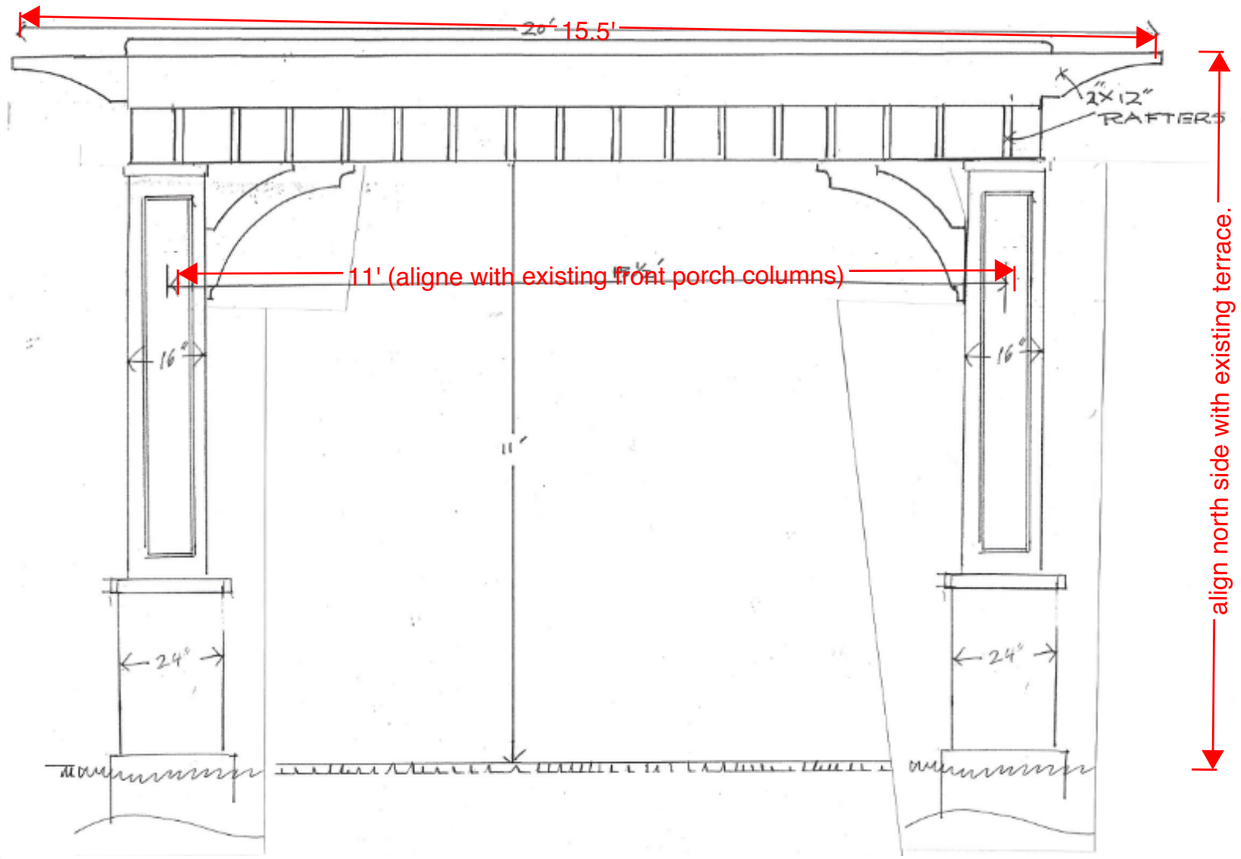

CAR PORTE
½" = 1-0"
EXISTING SLAB.
EXISTING PATIO
EXTEND ELEC. 2 OUTLETS
CR STUCCO FINISH
GATE.
ANCHOR TO SLAB W/ THREADED ROD
11'-0"
6"x6" COL. W/ 42" DEEP 12" SYNOTUBE, TYP
SEE PORTE COCHER (A)
C
2 LVL 12" e/ SIDE.
(2) 12" LVL
6X6
24' x 15'-6"
½" PLYWOOD W/ 2-PLY MB ROOFING, → SLOPE ¼" FT TO GUTTER, 5" K-STYLE
2x12" @ 12" o.c. LVL
18"
2x12 TREATED BLOCKING @ LVL
FAKE CORBEL @ OVERHANG. BRACKET TO 12" LVL. @ E&W
SEE B PORTE COCHER.
12"
6X6" TREATED WOOD COL EA
13'-00" clear btw columns
(2) 12" LVL
NEW 6" SLAB W/ WWF. ON GRADE @ CAR PORTE
12" BLOCKING
½" plywood w/ 2-ply MB.
12" LVL
2(LVL) 12"
(6) ½" thru Bolt
SEE. C
20'
18'
2"x12" RAFTERS
15½'
16"
16"
24"
24"
15'-6"
5' to lot line

R4: Car Porte

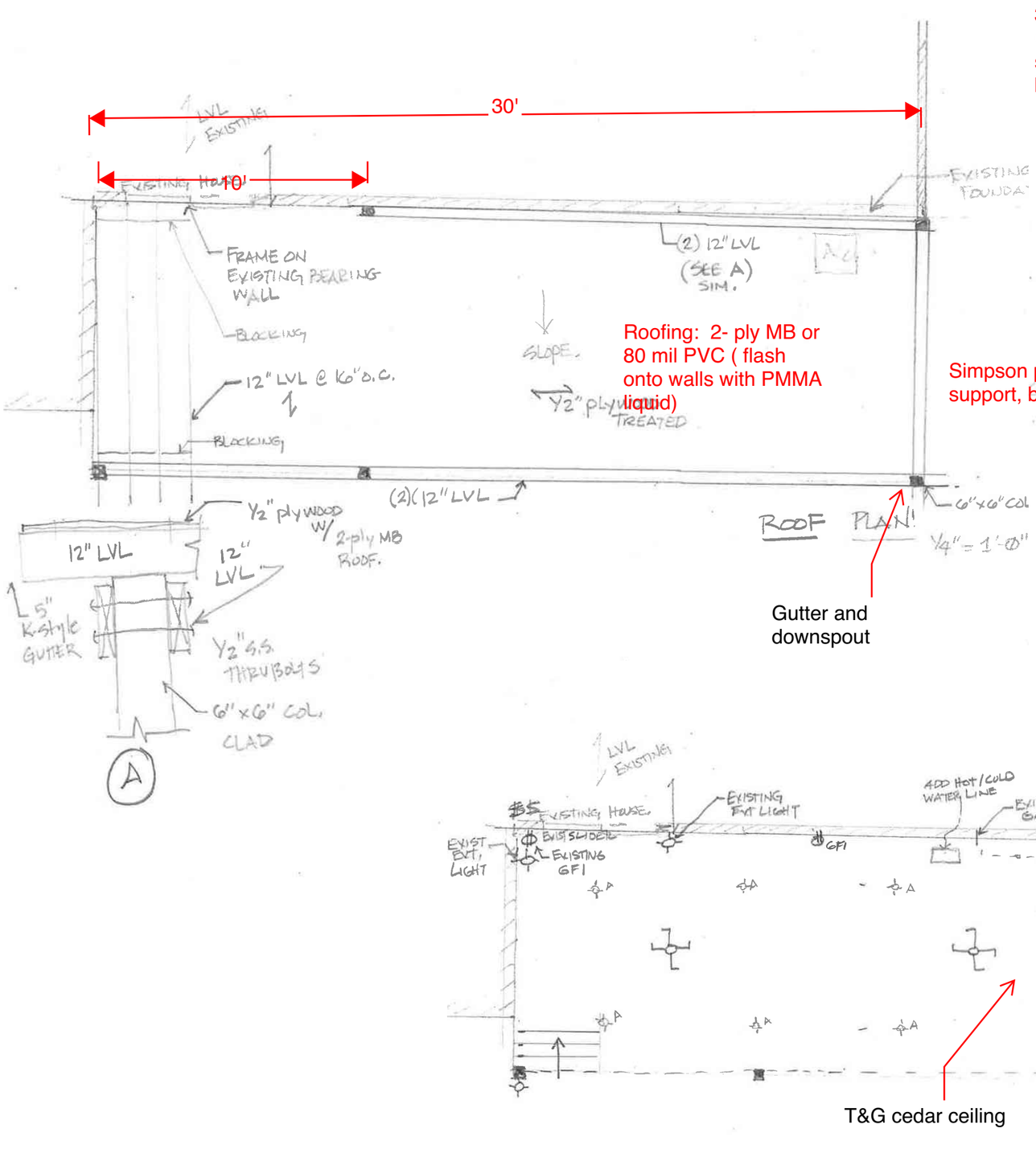
C1

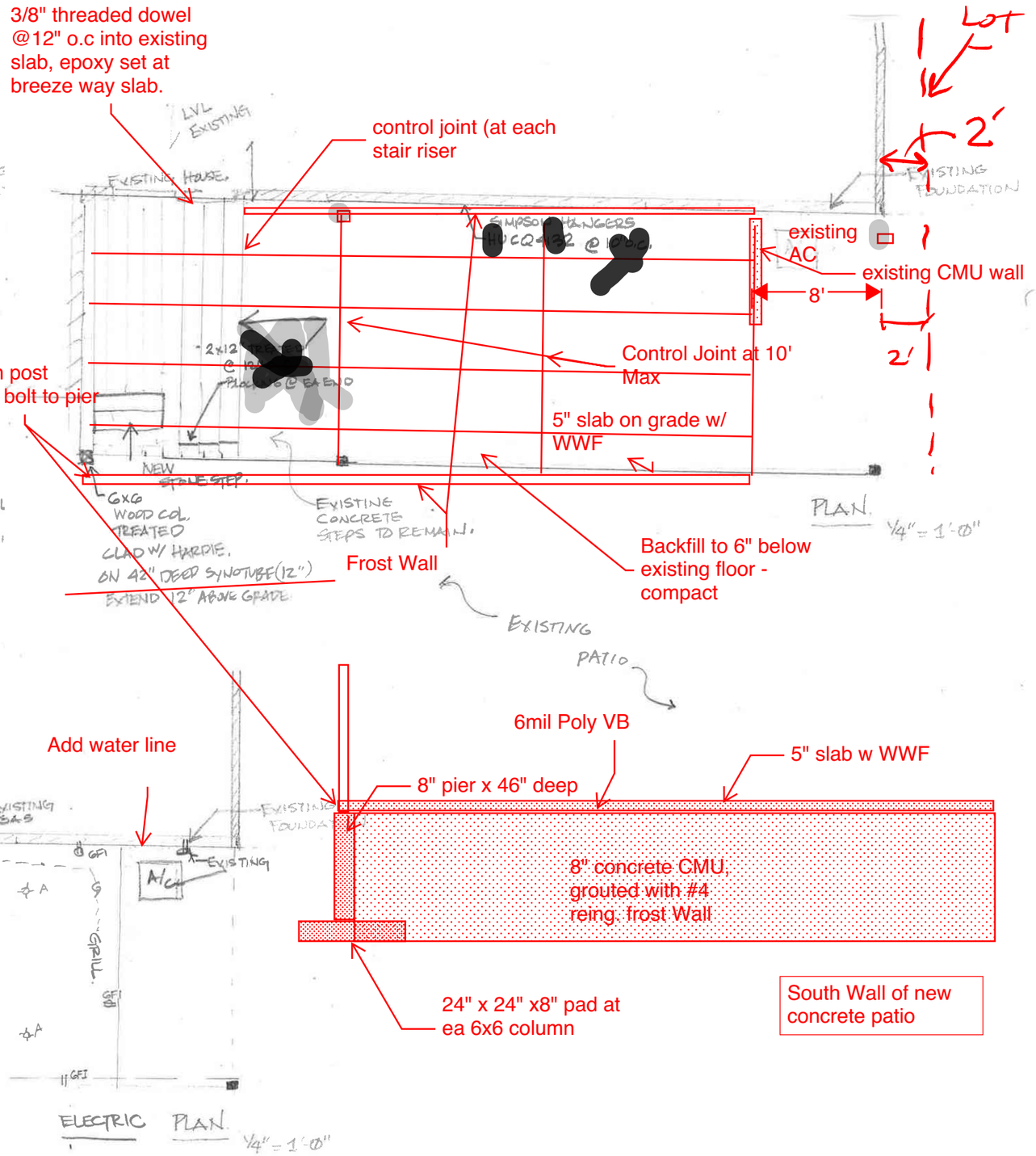
PORTE COCHERE 1/2" = 1'-0"





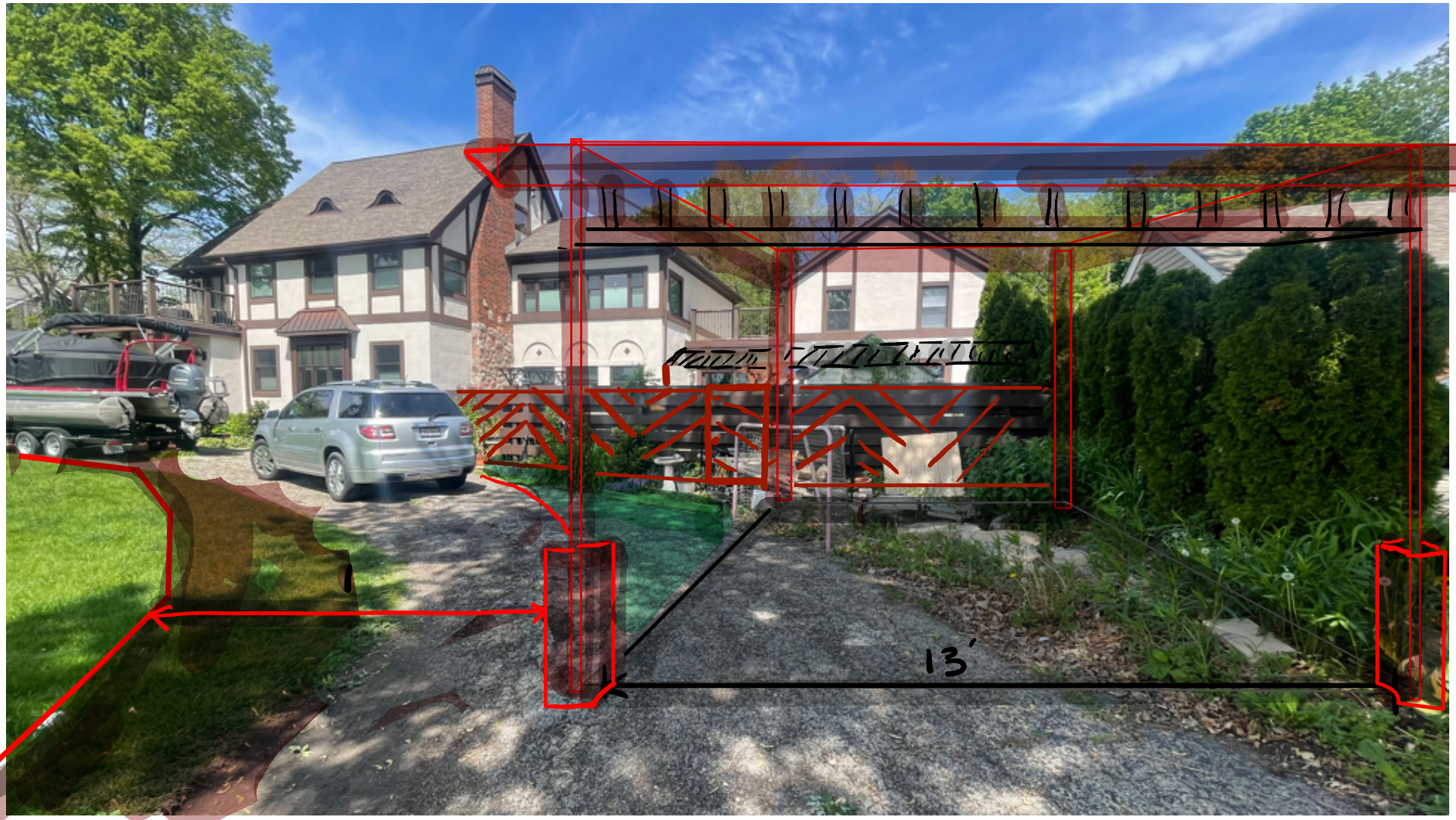
R5: Porte Cohere





Add water line

R6: Patio rennovation


13'




621 Leonard Pkwy
Exit Street View



Agenda Item No: 13

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Simplified Residential Zoning Variation from the required 30-foot setback for a 5-foot tall fence in the side yard abutting a street, allowing a 0-foot setback

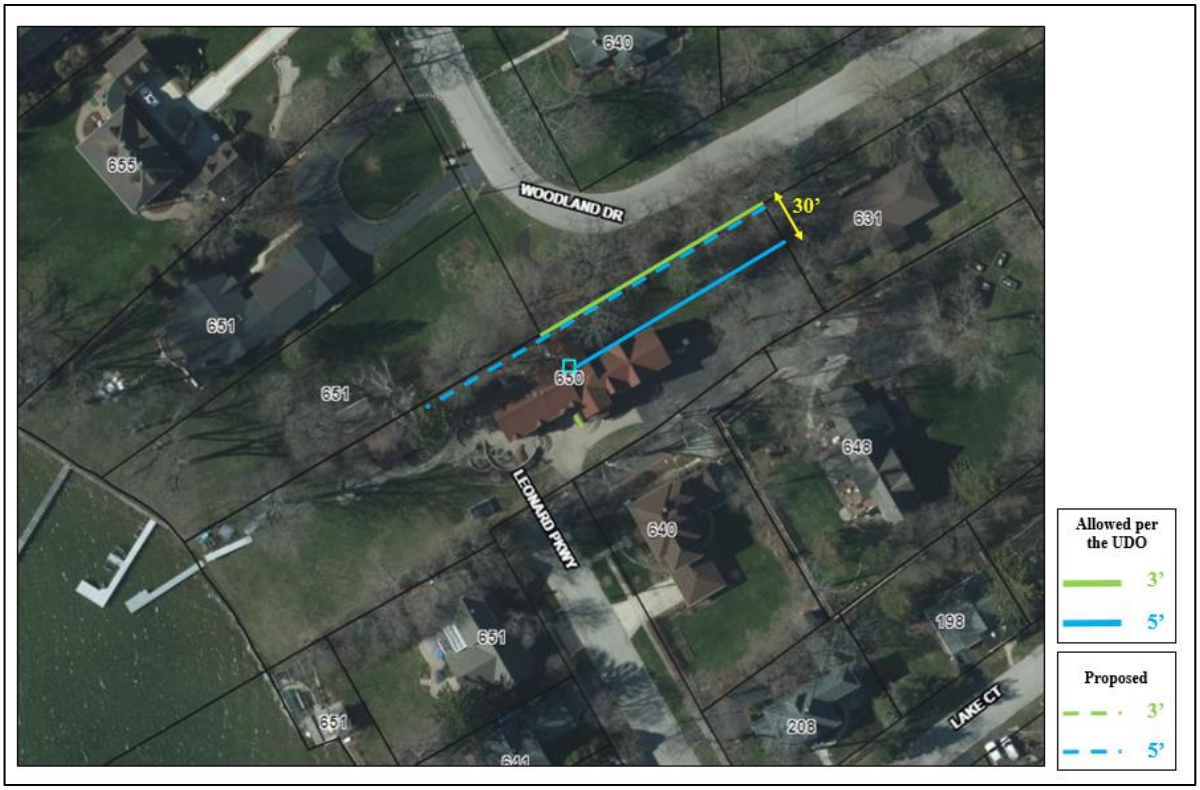
Kendra Rogocki, petitioner
650 Leonard Parkway

PZC Recommendation: To approve the Planning & Zoning Commission (PZC) recommendations and adopt an Ordinance granting a Variance from the required 30-foot setback for a 5-foot tall fence in the side yard abutting a street, allowing a 0-foot setback at 650 Leonard Parkway.

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

Background:

- Request: To construct a 5-foot high fence located on the side lot line abutting Woodland Drive, instead of the minimum 30-foot setback.
- Zoning: The site is zoned R-1 Single-Family Residential and used as a single-family home.
- Land Use: The land use map shows the area as Urban Residential. This land use designation is appropriate for this use.
- The petitioners will remove an existing approximate 54-inch high fence and replace it with a new 5-foot high black chain link fence in the same location.
- This property is unique as it fronts Crystal Lake but also has two street frontages, Leonard Parkway and Woodland Drive.



Allowed vs. Proposed

PZC Highlights:

The following discussion took place during the Planning and Zoning Commission hearing:

- The petitioner explained the request and the hardships associated with the required setback. She noted the condition of the existing fence is beyond repair and the proposed fence will improve the appearance and is in-keeping with the existing fence style. She stated she is concerned that people will step over a three-foot high fence and continue to walk through their yard.
- The petitioner presented an email of support during the hearing.
- The PZC agreed the subject property was a unique lot and the hardship was clear. They were appreciative the petitioner was upgrading the fence.
- The PZC found the petitioner meets the Findings of Fact.

The Planning and Zoning Commission recommended **approval (6-0)** of the petitioner's request.

If the City Council choses 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 (Rogocki, dated 07/31/23, received 08/01/23)
   B. Plat of Survey/Site Plan (Rogocki, 03/07/21, received 08/01/23)

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 Variation at 650 Leonard Parkway. 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: 9/7/23
Signature

Recommended Conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   a. Application (Rogocki, dated 07/31/23, received 08/01/23)
   b. Plat of Survey/Site Plan (Rogocki, 03/07/21, received 08/01/23)

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

PIQ Map
650 Leonard Parkway



Ord. No.
File No.

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING SIMPLIFIED RESIDENTIAL VARIATION FROM THE REQUIRED 30-FOOT SETBACK FOR A FIVE-FOOT HIGH FENCE IN THE SIDE YARD ABUTTING A STREET, ALLOWING A ZERO-FOOT SETBACK AT 650 LEONARD PARKWAY

WHEREAS, pursuant to the terms of a Petition (File #PLN-2023-160) before the Crystal Lake Planning and Zoning Commission, the Petitioners have requested a Variation from the required 30-foot setback for a 5-foot tall fence in the side yard abutting a street, allowing a 0-foot setback at 650 Leonard Parkway; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on August 18, 2023 in the Northwest Herald, held a public hearing at 7:00 p.m., on September 6, 2023 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed variation; and

WHEREAS, on September 6, 2023, 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 Variation be approved, as documented in the minutes, and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Variation 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 Variation from the required 30-foot setback for a 5-foot tall fence in the side yard abutting a street, allowing a 0-foot setback at 650 Leonard Parkway (19-06-252-012), Crystal Lake, Illinois is hereby approved.

Section II: Said Variation is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
    A. Application (Rogocki, dated 07/31/23, received 08/01/23)
    B. Plat of Survey/Site Plan (Rogocki, 03/07/21, received 08/01/23)

Draft

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 Variation 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 19th day of September, 2023.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

Passed: September 19, 2023
Approved: September 19, 2023

Draft

#2023-160
650 Leonard Parkway – Simplified Residential Variation
Project Review for Planning and Zoning Commission

Meeting Date: September 6, 2023

Request: Simplified Residential Zoning Variation from the required 30-foot setback for a 5-foot tall fence in the side yard abutting a street, allowing a 0-foot setback.

Location: 650 Leonard Parkway

Acreage: Approximately 39,135 square feet

Existing Zoning: R-1 Single-Family Residential

Surrounding Properties:

North:	R-1 Single-Family Residential
South:	R-2 Single Family Residential
East:	R-1 Single-Family Residential
West:	R-1 Single-Family Residential

Staff Contact: Katie Rivard (815.356.3612)

Background:

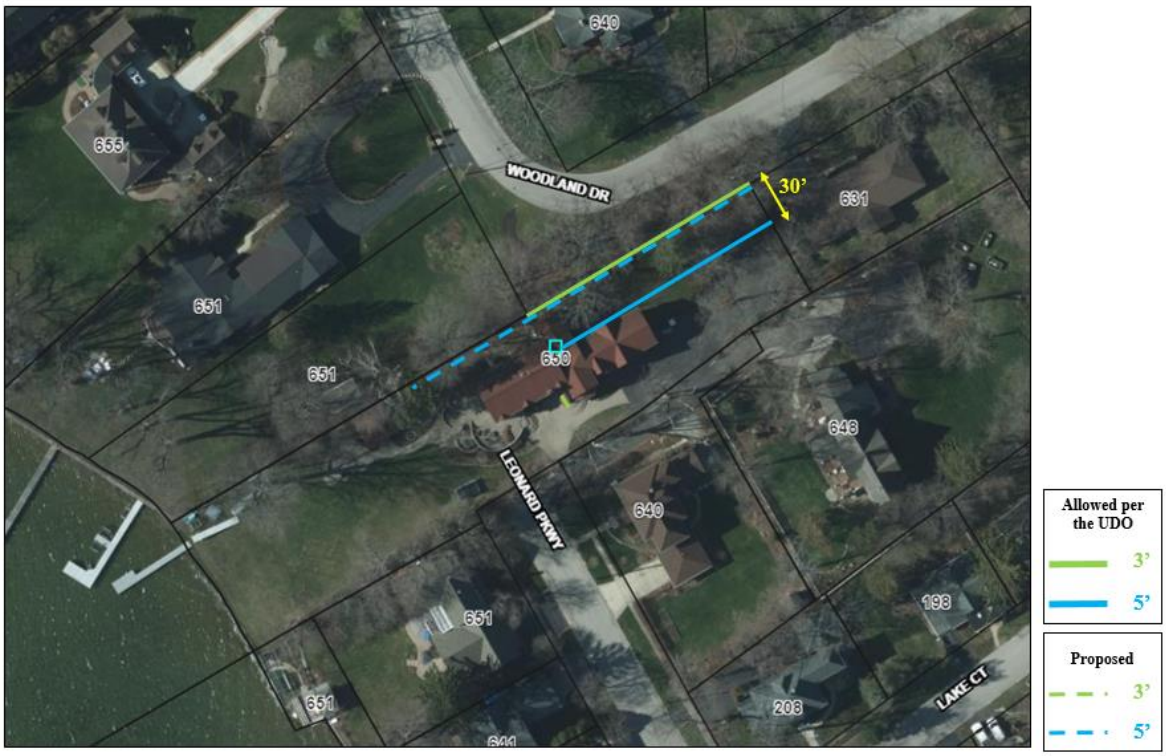
- Existing Use: The subject property is currently improved with a single-family residence.
- The subject property abuts Crystal Lake, Leonard Parkway and Woodland Drive. The UDO standard allows for:
    - Fences in any front yard or yard abutting a street shall not exceed three feet in height.
    - Fences in any yard abutting a street shall not exceed four feet in height, provided it is set back a minimum of five feet from the property line.
    - Fence over four feet in height must meet the building setbacks of 30 feet from the property line.

Development Analysis:

General

- Request: To construct a 5-foot high fence located on the side lot line abutting Woodland Drive, instead of the minimum 30-foot setback.
- Zoning: The site is zoned R-1 Single-Family Residential and used as a single-family home.

- Land Use: The land use map shows the area as Urban Residential. This land use designation is appropriate for this use.
- The petitioners will remove an existing 5-foot tall fence and replace with a new, 5-foot tall black chain link fence in the same location.
- This property is unique as it fronts Crystal Lake but also has two street frontages, Leonard Parkway and Woodland Drive.



Allowed vs. Proposed



Google Street View

Comprehensive Land Use Plan 2030 Vision Summary Review:

The Comprehensive Plan designates the subject property as Urban Residential, which allows for existing and future single-family residential uses. The following goal is applicable to this request:

Land Use - Residential
Goal: Encourage a diversity of high quality housing in appropriate locations throughout the city that supports a variety of lifestyles and invigorates community character.

Findings of Fact:

ZONING ORDINANCE VARIATION
The petitioner is requesting variations from Article 4 to allow a 5-foot high fence to extend to the lot line abutting Woodland Drive instead of the minimum 30-foot setback, allowing a 0-foot setback.

The Unified Development Ordinance lists specific standards for the review and approval of a variation. The granting of a variation rests upon the applicant proving practical difficulty or hardship caused by the Ordinance requirements as they relate to the property. To be considered a zoning hardship, the specific zoning requirements; setbacks, lot width and lot area must create a unique situation on this property. It is the responsibility of the petitioner to prove hardship at the Planning and Zoning Commission public hearing.

Standards

When evidence in a specific case shows conclusively that literal enforcement of any provision of this Ordinance would result in a practical difficulty or particular hardship because:

a. The plight of the property owner is due to unique circumstances, such as, unusual surroundings or conditions of the property involved, or by reason of exceptional narrowness, shallowness or shape of a zoning lot, or because of unique topography, or underground conditions.

☒ *Meets* ☐ *Does not meet*

b. Also, that the variation, if granted, will not alter the essential character of the locality.

☒ *Meets* ☐ *Does not meet*

For the purposes of supplementing the above standards, the Commission may take into consideration the extent to which the following facts favorable to the application have been established by the evidence presented at the public hearing:

a. That the conditions upon which the application for variation is based would not be applicable generally to other property within the same zoning classification;

☒ *Meets* ☐ *Does not meet*

b. That the alleged difficulty or hardship has not been created by any person presently having interest in the property;

☒ *Meets* ☐ *Does not meet*

c. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located; or

☒ *Meets* ☐ *Does not meet*

d. That the proposed variation will not impair an adequate supply of light or air to adjacent property, will not unreasonably diminish or impair the property values of adjacent property, will not unreasonably increase congestion in the public streets, substantially increase the danger of fire or otherwise endanger public safety.

☒ *Meets* ☐ *Does not meet*

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

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 (Rogocki, dated 07/31/23, received 08/01/23)
   B. Plat of Survey/Site Plan (Rogocki, 03/07/21, received 08/01/23)

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

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: Kendra Rogocki

Address: 650 Leonard Pkwy, Crystal Lake, IL 60014

Phone:

E-mail:

Project Name & Description: New Fence at 650 Leonard Pkwy. Removing existing 54' fence that is falling apart and installing a new black 5' chain link fence at the same location.

Project Address/Location: 650 Leonard Pkwy, Crystal Lake, IL 60014

Signature

Kendra S. Rogocki 7/31/23

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, SEPTEMBER 6, 2023
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, Greenman, Gronow, Mason, Repholz, Skluzacek, and Teetsov and were present.

Elizabeth Maxwell, City Planner, and Katie Rivard, Assistant City Planner, were present from Staff.

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

APPROVE MINUTES OF THE AUGUST 16, 2023 PLANNING AND ZONING COMMISSION MEETING

Ms. Repholz moved to approve the minutes from the August 16, 2023 regular Planning and Zoning Commission meeting. Mr. Gronow seconded the motion. On voice vote, all members voted aye. Motion passed.

2023-160 – 650 LEONARD PARKWAY – SIMPLIFIED RESIDENTIAL VARIATION – PUBLIC HEARING

Simplified Residential Zoning Variation from the required 30-foot setback for a 5-foot tall fence in the side yard abutting a street, allowing a 0-foot setback.

Kendra Rogocki, property owner, was present to represent the petition. Ms. Rogocki stated she has lived at the property for two years. She explained the variation request. The new fence would replace an existing five-foot high fence that is beyond repair. It will not be a privacy fence; it is a black chain-link fence. The fence will be in-keeping with the existing fence design while improving the appearance. She noted the 15 feet of right-of-way between the lot line and Woodland Drive. The fence cannot be moved 30 feet in as it is a narrow lot and the 30-foot setback would place the fence through the house and detached garage. She has concerns with people stepping over a three-foot high fence. They have already had property damage. She stated the neighbors are excited to see the replacement.

Mr. Greenman opened the public hearing. There being no one who wished to speak, Mr. Greenman closed the public hearing and turned it over to staff.

Ms. Rivard spoke to the variation request and the UDO standards for fences. She noted the hardships with the required setback.

Ms. Repholz stated this is a unique lot. The fence will be a nice upgrade. She is in favor.

Ms. Teetsov agreed. She stated the hardship is clear. She was appreciative they were improving their property.

Ms. Mason agreed. She stated she could see the hardship.

Mr. Gronow asked the height of the existing fence. Ms. Rogocki stated is it approximately 54 inches high.

Mr. Skluzacek stated he was in favor of the request.

Mr. Greenman noted this is a unique lot and the commission is in consensus. He stated this petition meets the Findings of Fact.

Ms. Teetsov made a motion to approve 2023-160 the request for the fence variation from the allowed 30-foot setback for a 5-foot high fence in the side yard abutting a street, allowing a 0-foot setback. Ms. Repholz seconded the motion. On roll call, Members Greenman, Gronow, Mason, Repholz, Skluzacek, and Teetsov voted yes. Motion passed 6-0.

REPORT FROM PLANNING

Staff noted the items that were recently approved by the City Council and the upcoming items on the next PZC meeting.

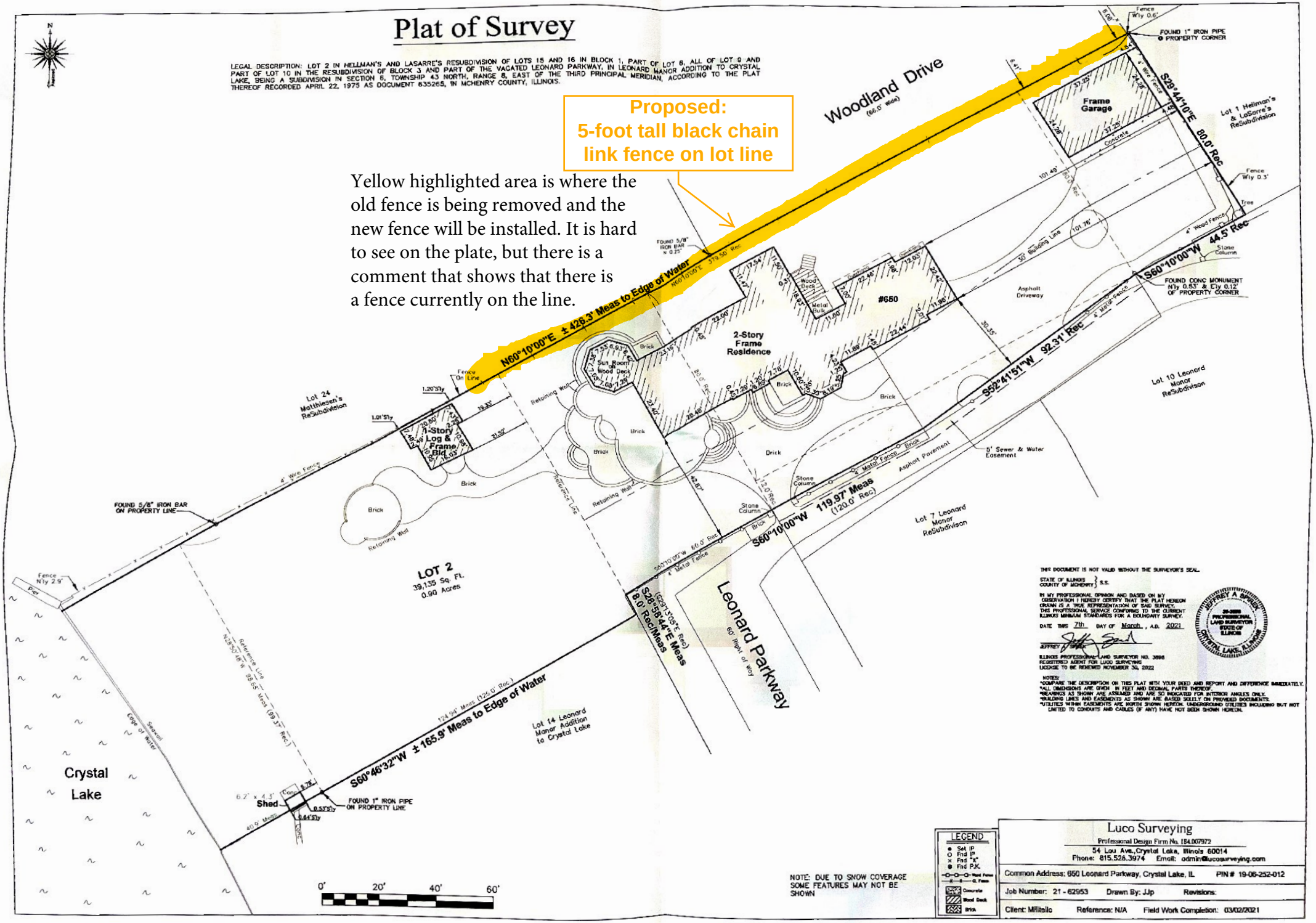
COMMENTS FROM THE COMMISSION

None.

ADJOURNMENT

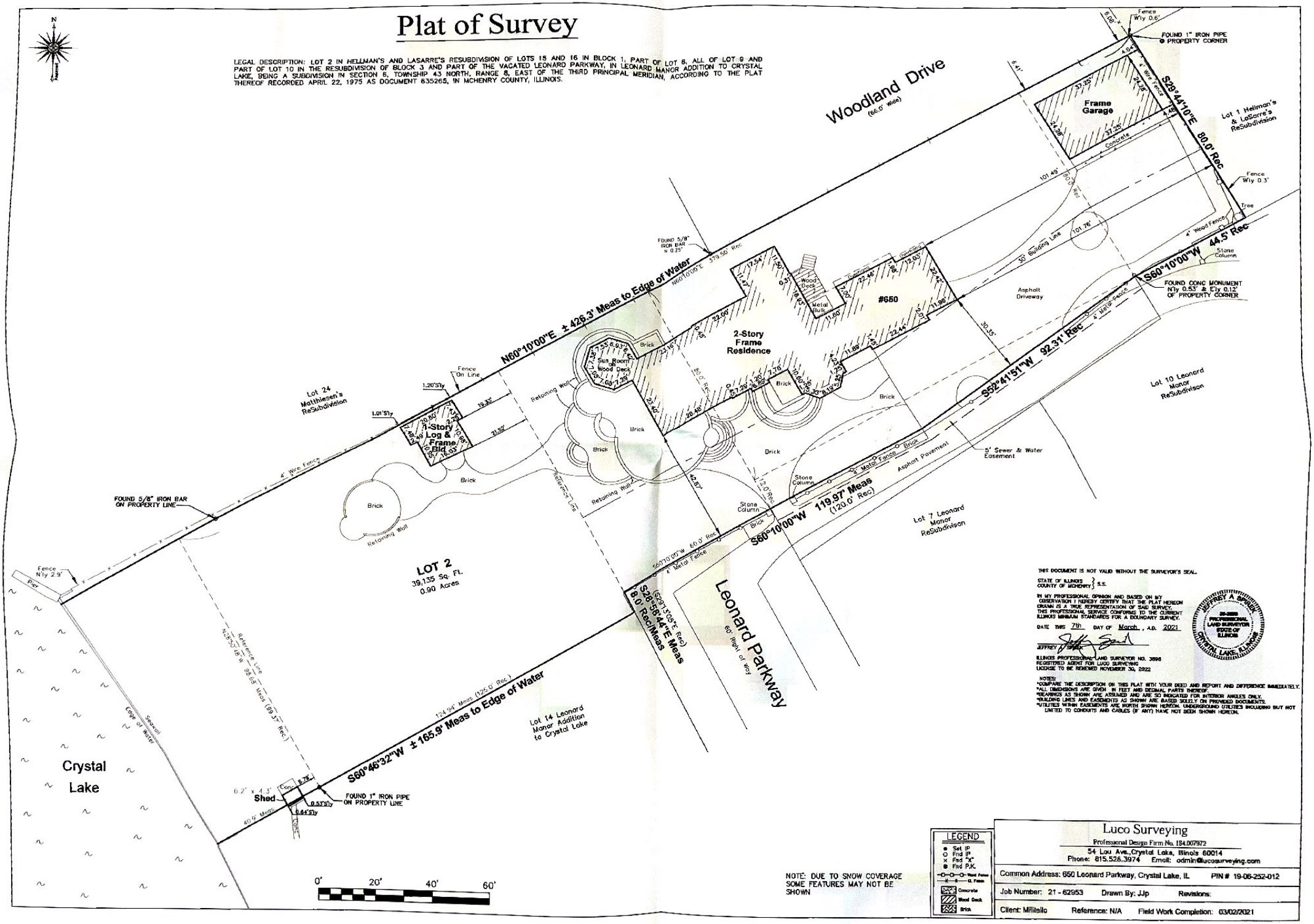
Mr. Gronow made a motion to adjourn the meeting. Ms. Mason seconded the motion. On voice vote, all members voted aye. The meeting was adjourned at 9:40 p.m.

Plat of Survey



Plat of Survey

LEGAL DESCRIPTION: LOT 2 IN HELLMAN'S AND LASARRE'S RESUBDIVISION OF LOTS 15 AND 16 IN BLOCK 1, PART OF LOT 8, ALL OF LOT 9 AND PART OF LOT 10 IN THE RESUBDIVISION OF BLOCK 3 AND PART OF THE VACATED LEONARD PARKWAY, IN LEONARD MANOR ADDITION TO CRYSTAL LAKE, BEING A SUBDIVISION IN SECTION 6, TOWNSHIP 43 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 22, 1975 AS DOCUMENT 635265, IN MCHENRY COUNTY, ILLINOIS.



NOTE: DUE TO SNOW COVERAGE SOME FEATURES MAY NOT BE SHOWN

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 OBSERVATION 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.

DATE THIS 7th DAY OF March, A.D. 2021

JEFFREY A. SPEICHER

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3998
REGISTERED AGENT FOR LUCO SURVEYING
LICENSE TO BE RENEWED NOVEMBER 30, 2022

JEFFREY A. SPEICHER 35-3998 PROFESSIONAL LAND SURVEYOR STATE OF ILLINOIS CRYSTAL LAKE, ILLINOIS

NOTES:
*COMPARE THE DESCRIPTION ON THIS PLAT WITH YOUR DEED AND REPORT AND 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 ARE WORTH SHOWN HEREON. UNDERGROUND UTILITIES INCLUDING BUT NOT LIMITED TO CONDUITS AND CABLES (IF ANY) HAVE NOT BEEN SHOWN HEREON.

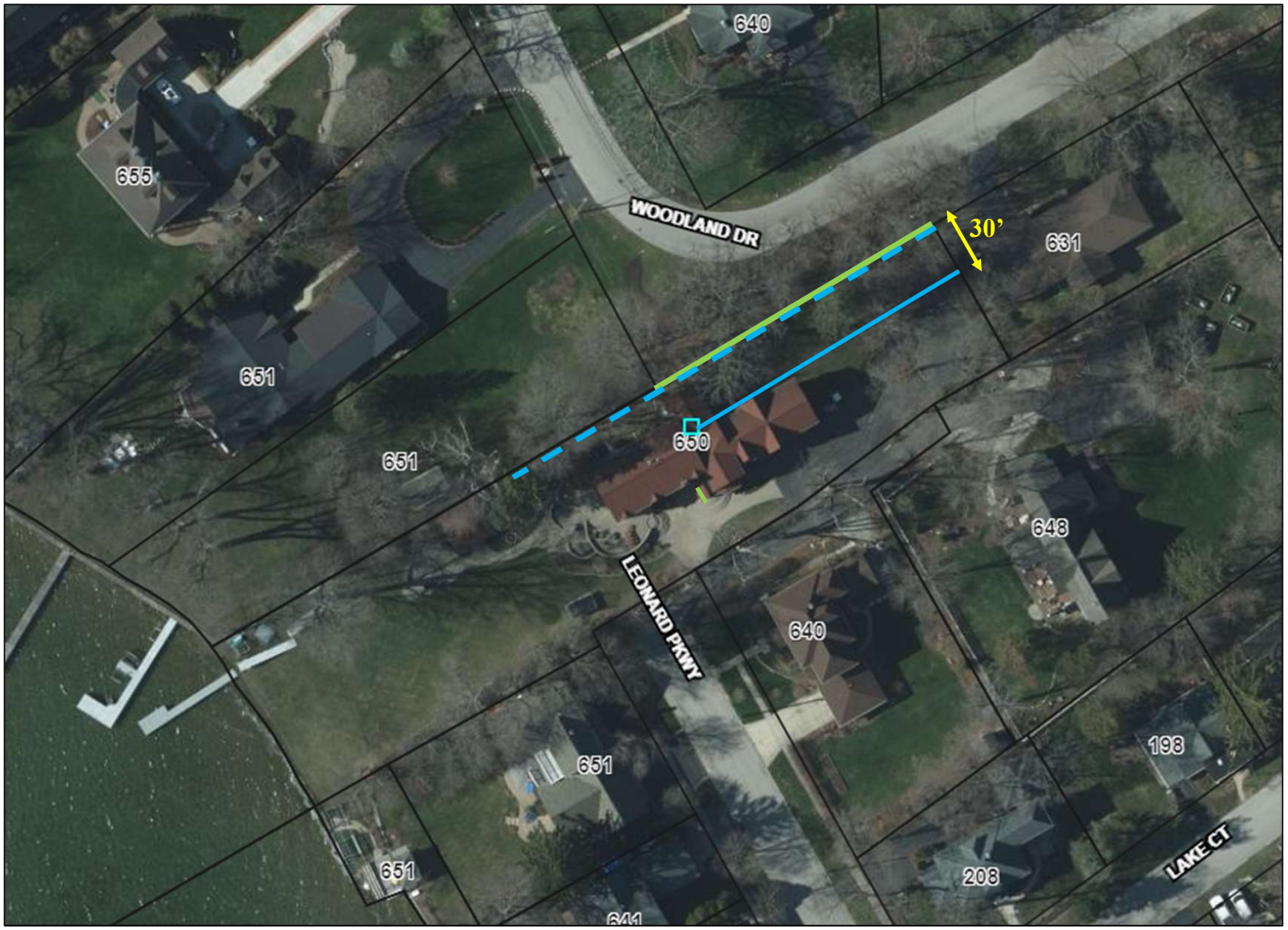
LEGEND
- Set IP
- Fnd IP
- Fnd "X"
- Fnd P.K.
- Wood Fence
- C. Fence
- Concrete
- Wood Deck
- Brick

Luco Surveying
Professional Design Firm No. 184.007972
54 Lou Ave., Crystal Lake, Illinois 60014
Phone: 815.526.3974 Email: admin@lucosurveying.com

Common Address: 650 Leonard Parkway, Crystal Lake, IL PIN # 19-06-252-012

Job Number: 21 - 62953 Drawn By: JJp Revisions:

Client: Militello Reference: N/A Field Work Completion: 03/02/2021


640
655
WOODLAND DR
30’
631
651
650
651
648
LEONARD PKWY
640
198
651
208
LAKE CT
651
641
Allowed per the UDO
3’
5’
Proposed
3’
5’

Re: Rogocki Fence Variance

Cotter, Dennis <DCotter@amundsendavislaw.com>
Tue 9/5/2023 6:41 PM
To:Kendra Rogocki

Feel free to read this into the record if you get any push back.

Sent from my iPhone

Dennis J. Cotter
AMUNDSEN DAVIS
150 North Michigan Avenue, Suite 3300, Chicago, Illinois 60601<x-apple-data-detectors://0/1>
(Phone: 312-894-3229<tel:312-894-3229> |Personal Fax (312) 997-1739<tel:(312)%20997-1739>|dcotter@amundsendavislaw.com<mailto:dcotter@salawus.com>
|https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.amundsendavislaw.com%2F&data=05%7C01%7C%7Cd7702fb187ea40aa241a08dbae69a1ed%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638295540968185052%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=0Xv1xZ2gqGk2Z%2Bidf%2FlJkmrTAmGI1o5JILBnyooQgw4%3D&reserved=0<https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.salawus.com%2F&data=05%7C01%7C%7Cd7702fb187ea40aa241a08dbae69a1ed%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638295540968185052%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ulG%2BLhcIHfo5x7ka6Y5RTQT8kvr7u5Ngo9mfN2PbbdA%3D&reserved=0>
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This message is intended only for the individual or entity to which it is addressed and may contain information that is attorney work product, privileged, confidential and/or exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone and return the original message to us at the above address via email or the United States Postal Service. Thank you.

On Sep 5, 2023, at 6:39 PM, Cotter, Dennis <DCotter@amundsendavislaw.com> wrote:

Kendra:

I have reviewed your request for a fence variance. I support it wholeheartedly, as you next door neighbor.

I will try to be at the hearing 9/6 but if I cannot be there I want to state for purposes of the record that I support the variance as your contiguous landowner (next door neighbor sharing that fence line), and I thank you for taking the 80 yr old wood/chicken wire 5' high fence out to replace it with a 5' high black

chain link fence that will not block any views.

It will improve the visual integrity of the properties, enhance the ambience, and finally rid that entire corner (Crystal Lake property included) of that hideous wood/wire "fence".

Dennis Cotter
651/649 Woodland Drive
Crystal Lake, IL 60014

Sent from my iPhone

Dennis J. Cotter
AMUNDSEN DAVIS
150 North Michigan Avenue, Suite 3300, Chicago, Illinois 60601<x-apple-data-detectors://0/1>
(Phone: 312-894-3229<tel:312-894-3229> |Personal Fax (312) 997-1739<tel:(312)%20997-1739>|dcotter@amundsendavislaw.com<mailto:dcotter@salawus.com>
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<https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.salawus.com%2F&data=05%7C01%7C%7Cd7702fb187ea40aa241a08dbae69a1ed%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638295540968341266%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ta3Ko7jkoJOPFk4kaivoAmjJg3wVMPYSm7czAuLuGL0%3D&reserved=0>
P Please consider the environment before printing this e-mail
This message is intended only for the individual or entity to which it is addressed and may contain information that is attorney work product, privileged, confidential and/or exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone and return the original message to us at the above address via email or the United States Postal Service. Thank you.

On Sep 5, 2023, at 12:41 PM, Cotter, Dennis <DCotter@amundsendavislaw.com> wrote:

Kendra-

I reviewed the variance petition and related documents. I understand the issues. I will be there tomorrow night but this should be a relatively easy one to grant. I would think the woman working with you from the Commission would recommend that it be granted at the hearing tomorrow night.

Agenda Item No: 14

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Requests: Variations from Article 3:

1. to allow the encroachment of the principal structure 9 feet 9 inches into the 46.36-foot front yard (lake side) setback,
2. to allow the encroachment of stairs 12 feet 9 inches into the 46.36-foot front yard (lake side) setback,
3. to allow the new house to extend 28 feet 10 inches into the 61.40-foot street side setback,
4. to allow the connection of the new house to the existing garage creating a total encroachment of 58 feet into the 61.40-foot setback, and
5. to allow a total impervious surface coverage of 55.6% (4,888 square feet), a variation of 5.6% or 490 square feet

David and Kimberly Hollander, petitioners
921 North Shore Drive

PZC Recommendation: To approve the Planning and Zoning Commission (PZC) recommendation and adopt an Ordinance granting the variations for 921 North Shore Drive.

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

Background:

- The property is an existing single-family residence along Crystal Lake. The petitioners propose to demolish this structure and construct a new residence and connect it to the existing detached garage along the street.
- Front Yard (lake side) and street side setbacks are determined by the average of homes for the length of the block or within 400 feet. The street side setback is determined to be 61.40 feet. The front yard setback is determined to be 46.36 feet.

- The new house will encroach into both the front yard and street yard setbacks. The proposed use also exceeds the maximum impervious coverage limits.
- The City's stormwater consultant reviews the stormwater engineering to ensure it meets the City's code requirements. With this improvement, the existing drainage patterns will not change.

Request: To construct a new residence and the following variations are required:

- Article 3 to allow the encroachment of the principal structure 9 feet 9 inches into the 46.36-foot front yard (lake side) setback.

  The principal structure encroaches 9 feet 9 inches into the front yard setback. The new home would be setback farther than the existing home from the lake.

- Article 3 to allow the encroachment of stairs 12 feet 9 inches into the 46.36-foot front yard (lake side) setback.

  Accessory structures such as decks and stairs that are attached to the principle structure must meet principal structure setbacks. Therefore, a variation is being requested to allow the accessory structure to encroach 12 feet 9 inches into the setback.

- Article 3 to allow the new house to extend 28 feet 10 inches into the 61.40-foot street side setback and to allow the connection of the new house to the existing garage creating a total encroachment of 58 feet into the 61.40-foot setback.

  The principal structure encroaches 28 feet 10 inches into the street side setback. The new home would be connected to the existing detached garage which creates the encroachment into the setback.

- Article 3 to allow a total impervious surface coverage of 55.6%.

  The UDO allows for a maximum impervious surface coverage limit of 50% of the lot. This is for both water infiltration and aesthetic reasons. The petitioners are proposing 55.6%, which exceeds the requirement by 490 square feet.

  The City's proposed UDO Text Amendment to change impervious surface to hard surface would allow for a 50% allowance, but the use of permeable pavers would provide relief to the homeowner since permeable pavers would be considered 75% hard surface. If the homeowner were to use permeable pavers on the driveway and patios they would comply with the 50% hard surface coverage requirement.

PZC Highlights:

The following discussion took place during the Planning and Zoning Commission hearing:

- A neighbor spoke in support of the proposed improvements.
- The Planning and Zoning Commission had concerns about the impervious coverage and the west elevation. They asked using permeable pavers to meet the 50% requirement. The petitioner felt they could look into some way to meet the 50% impervious surface requirement.
- The PZC found that the petition did met the Findings of Facts.

The Planning and Zoning Commission recommended **approval (6-0)** of the petitioner's request with the following recommended conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Hollander, received 08/16/23)
   B. Architecture (ALA Architects, dated 07/26/23, received 08/04/23)
   C. Engineering (Schmitt Engineering, dated 08/01/23, received 08/04/23)

2. An appropriately sized infiltration trench must be installed in the street side yard and the lake side of the property. All roof drains/gutters shall be tied into the infiltration trench or the proposed storm sewer.

3. No more than 30% impervious coverage is permitted in the water body buffer. Provide an accurate calculation of the square footage of impervious coverage between the front yard setback and the property line along the lake compared to the total square footage of this area.

4. Provide an accurate plat of survey that illustrates the property line at the south end of the lot adjacent to Crystal Lake.

5. **The property shall comply with the 50% impervious surface coverage requirement** ~~and utilize permeable paver system for the driveway areas~~**. (Modified by the PZC)**

6. An adequate stormwater management system must be designed to properly convey onsite and offsite water for 100-year storm event.

7. All impervious surface areas shall be installed at least 18 inches from any side property line.

8. Swales along both sides of the house shall be designed to prevent water from overflowing onto the adjacent properties.

9. The petitioner shall address all of the review comments and requirements of Engineering and Public Works Department, Community Development Department and the City's Stormwater Consultant.

10. **The petitioner shall work with staff to upgrade the west elevation. (Added by the PZC)**

Votes Required to Pass: A simple majority vote

Acknowledgement Form

Regarding the Variations at 921 North Shore Drive. 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: [signature] Date: 09.11.2023

Signature

Recommended Conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Hollander, received 08/16/23)
   B. Architecture (ALA Architects, dated 07/26/23, received 08/04/23)
   C. Engineering (Schmitt Engineering, dated 08/01/23, received 08/04/23)

2. An appropriately sized infiltration trench must be installed in the street side yard and the lake side of the property. All roof drains/gutters shall be tied into the infiltration trench or the proposed storm sewer.

3. No more than 30% impervious coverage is permitted in the water body buffer. Provide an accurate calculation of the square footage of impervious coverage between the front yard setback and the property line along the lake compared to the total square footage of this area.

4. Provide an accurate plat of survey that illustrates the property line at the south end of the lot adjacent to Crystal Lake.

5. The property shall comply with the 50% impervious surface coverage requirement.

6. An adequate stormwater management system must be designed to properly convey onsite and offsite water for 100-year storm event.

7. All impervious surface areas shall be installed at least 18 inches from any side property line.

8. Swales along both sides of the house shall be designed to prevent water from overflowing onto the adjacent properties.

9. The petitioner shall address all of the review comments and requirements of Engineering and Public Works Department, Community Development Department and the City's Stormwater Consultant.

10. The petitioner shall work with staff to upgrade the west elevation.

PIQ MAP
921 North Shore



Ord. No.
File No.

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING SIMPLIFIED RESIDENTIAL VARIATIONS TO ALLOW A NEW SINGLE-FAMILY RESIDENCE WITH ENCROACHMENTS INTO THE STREET SIDE SETBACK AND FRONT YARD SETBACK AT 921 NORTH SHORE DRIVE

WHEREAS, pursuant to the terms of a Petition (File #PLN-2023-149) before the Crystal Lake Planning and Zoning Commission, the Petitioners have requested Variations to allow the encroachment of the principal structure 9 feet 9 inches into the 46.36-foot front yard (lake side) setback, to allow the encroachment of stairs 12 feet 9 inches into the 46.36-foot front yard (lake side) setback, to allow the new house to extend 28 feet 10 inches into the 61.40-foot street side setback, to allow the connection of the new house to the existing garage creating a total encroachment of 58 feet into the 61.40-foot setback, and to allow a total impervious surface coverage of 55.6% (4,888 square feet), a variation of 5.6% or 490 square feet at 921 North Shore Drive; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on August 18, 2023 in the Northwest Herald, held a public hearing at 7:00 p.m., on September 6, 2023 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed variations; and

WHEREAS, on September 6, 2023, 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 Variations be approved, as documented in the minutes, and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Variations 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 Variations to allow the encroachment of the principal structure 9 feet 9 inches into the 46.36-foot front yard (lake side) setback, to allow the encroachment of stairs 12 feet 9 inches into the 46.36-foot front yard (lake side) setback, to allow the new house to extend 28 feet 10 inches into the 61.40-foot street side setback, to allow the connection of the new house to the existing garage creating a total encroachment of 58 feet into the 61.40-foot setback at 921 North Shore Drive (18-01-229-044), Crystal Lake, Illinois is hereby approved.

Draft

Section II: Said Variations are issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Hollander, received 08/16/23)
   B. Architecture (ALA Architects, dated 07/26/23, received 08/04/23)
   C. Engineering (Schmitt Engineering, dated 08/01/23, received 08/04/23)

2. An appropriately sized infiltration trench must be installed in the street side yard and the lake side of the property. All roof drains/gutters shall be tied into the infiltration trench or the proposed storm sewer.

3. No more than 30% impervious coverage is permitted in the water body buffer. Provide an accurate calculation of the square footage of impervious coverage between the front yard setback and the property line along the lake compared to the total square footage of this area.

4. Provide an accurate plat of survey that illustrates the property line at the south end of the lot adjacent to Crystal Lake.

5. The property shall comply with the 50% impervious surface coverage requirement.

6. An adequate stormwater management system must be designed to properly convey onsite and offsite water for 100-year storm event.

7. All impervious surface areas shall be installed at least 18 inches from any side property line.

8. Swales along both sides of the house shall be designed to prevent water from overflowing onto the adjacent properties.

9. The petitioner shall address all of the review comments and requirements of Engineering and Public Works Department, Community Development Department and the City's Stormwater Consultant.

10. The petitioner shall work with staff to upgrade the west elevation.

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 Variation in accordance with the provisions of this Ordinance, as provided by law.

Draft

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 19th day of September, 2023.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

Passed: September 19, 2023
Approved: September 19, 2023

Draft

#2023-149
921 North Shore Drive – Variations
Project Review for Planning and Zoning Commission

Meeting Date: September 6, 2023

Request: Variations from Article 3:

1. to allow the encroachment of the principal structure 9 feet 9 inches into the 46.36-foot front yard (lake side) setback,
2. to allow the encroachment of stairs 12 feet 9 inches into the 46.36-foot front yard (lake side) setback,
3. to allow the new house to extend 28 feet 10 inches into the 61.40-foot street side setback,
4. to allow the connection of the new house to the existing garage creating a total encroachment of 58 feet into the 61.40-foot setback, and
5. to allow a total impervious surface coverage of 55.6% (4,888 square feet), a variation of 5.6% or 490 square feet.

Location: 921 North Shore Drive

Acreage: Approximately 8,800 square feet

Existing Zoning: R-2 Single Family

Surrounding Properties:

North:	R-2 Single Family Residential
South:	Crystal Lake
East:	R-2 Single Family Residential
West:	R-2 Single Family Residential

Staff Contact: Elizabeth Maxwell (815.356.3615)

Background:

- The property is an existing single-family residential lot in Crystal Lake.
- The petitioner plans to demolish the existing house and construct a new house. They will retain the existing detached garage and attach it with the new house.
- The request is encroaching into both the front yard and street side setbacks and is exceeding the impervious coverage.
- There is a historic oak tree on the property very close to the lake. The petitioner plans to save this tree.

Development Analysis:

General

- Request: To construct a new house, which encroaches into the front yard setback, street-side setback, and to exceed the maximum impervious surface coverage.
- Zoning: The site is zoned R-2 Single Family. This property will be used as a single-family home.
- Land Use: The land use map shows the area as Urban Residential. This land use designation is appropriate for this use.
- The front yard setback and street side setback is determined by the average of homes within 400 feet for properties abutting *Crystal Lake*. The setbacks are unique to each lot. The front yard setback along the lake cuts through the existing home footprint. The new house will be slightly farther back than the existing footprint.
- The petitioner's plans state the proposed impervious surface coverage is 55.6%. Staff measured the plan to scale and the footprint appears to exceed this number. A complete detailed plan illustrating all hard surfaces shall be illustrated with dimensions and square footage. Steps shall be taken by the petitioners to provide an accurate representation of the coverage, as well as look for solutions to reduce the coverage.
- The petitioner is required to install a trench drain in the street side yard of the property large enough to accommodate the house, gutter/roof drains, and the driveway. The trench will be calculated dependent on receiving additional information. An additional trench is required closer to the lake to catch the remaining water.
- The house will feature smart siding in horizontal and vertical Board & Batten configurations.
- Other unique architectural details like columns, brackets, and thick top sills above the windows will create a high-quality appearance to the house.

Findings of Fact:

ZONING ORDINANCE VARIATION

The petitioner is requesting Simplified Residential Zoning Variations to allow the construction of a house, attaching to an existing garage, which encroaches into the required setbacks and expansion of the building footprint and patio areas that exceed the maximum impervious surface coverage. The house including screen porch encroaches 9 feet 9 inches into the setback with an additional 3 - foot encroachment for the stairs into the required 46.36-foot front yard setback allowing the structure to be 33 feet 8 inches from the water's edge front property line. The house addition encroaches 28 feet 10 inches into the required 61.40-foot street side setback and connects to an existing garage creating a total encroachment of 58 feet allowing the structure to be 3 feet 10 inches from the yard abutting a street property line. The total impervious surface coverage requested is 4,888 square feet or 55.6% of the lot exceeding the maximum permitted impervious surface by 490 square feet or 5.6%.

The Unified Development Ordinance lists specific standards for the review and approval of a variation. The granting of a variation rests upon the applicant proving practical difficulty or hardship caused by the Ordinance requirements as they relate to the property. To be considered a zoning hardship, the specific zoning requirements; setbacks, lot width and lot area must create a

unique situation on this property. It is the responsibility of the petitioner to prove hardship at the Planning and Zoning Commission public hearing.

Standards

When evidence in a specific case shows conclusively that literal enforcement of any provision of this Ordinance would result in a practical difficulty or particular hardship because:

a. The plight of the property owner is due to unique circumstances, such as, unusual surroundings or conditions of the property involved, or by reason of exceptional narrowness, shallowness or shape of a zoning lot, or because of unique topography, or underground conditions.

☒ *Meets* ☐ *Does not meet*

b. Also, that the variation, if granted, will not alter the essential character of the locality.

☒ *Meets* ☐ *Does not meet*

For the purposes of supplementing the above standards, the Commission may take into consideration the extent to which the following facts favorable to the application have been established by the evidence presented at the public hearing:

a. That the conditions upon which the application for variation is based would not be applicable generally to other property within the same zoning classification;

☒ *Meets* ☐ *Does not meet*

b. That the alleged difficulty or hardship has not been created by any person presently having interest in the property;

☒ *Meets* ☐ *Does not meet*

c. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located; or

☒ *Meets* ☐ *Does not meet*

d. That the proposed variation will not impair an adequate supply of light or air to adjacent property, will not unreasonably diminish or impair the property values of adjacent property, will not unreasonably increase congestion in the public streets, substantially increase the danger of fire or otherwise endanger public safety.

☒ *Meets* ☐ *Does not meet*

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

Comprehensive Land Use Plan 2030 Vision Summary Review:

The Comprehensive Plan designates the subject property as Urban Residential, which allows for existing and future single-family residential uses. The following goal is applicable to this request:

Land Use - Residential

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

Supporting Actions: Preserve and enhance the character and livability of existing residential area with architectural and development guidelines.

Supporting Actions: Provide for a reasonable rate of residential growth especially infill growth and mixed-use development which take advantage of existing city services.

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 (Hollander, received 08/16/23)
   B. Architecture (ALA Architects, dated 07/26/23, received 08/04/23)
   C. Engineering (Schmitt Engineering, dated 08/01/23, received 08/04/23)

2. An appropriately sized infiltration trench must be installed in the street side yard and the lake side of the property. All roof drains/gutters shall be tied into the infiltration trench or the proposed storm sewer.

3. No more than 30% impervious coverage is permitted in the water body buffer. Provide an accurate calculation of the square footage of impervious coverage between the front yard setback and the property line along the lake compared to the total square footage of this area.

4. Provide an accurate plat of survey that illustrates the property line at the south end of the lot adjacent to Crystal Lake.

5. The property shall comply with the 50% impervious surface coverage requirement and utilize permeable paver system for the driveway areas.

6. An adequate stormwater management system must be designed to properly convey onsite and offsite water for 100-year storm event.

7. All impervious surface areas shall be installed at least 18 inches from any side property line.

8. Swales along both sides of the house shall be designed to prevent water from overflowing onto the adjacent properties.

9. The petitioner shall address all of the review comments and requirements of Engineering and Public Works Department, Community Development Department and the City's Stormwater Consultant.

City of Crystal Lake
Development Application

Office Use Only
File # _____

Project Title: 421 North Shore Drive

Action Requested

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

Petitioner Information

Name: David Hollander
Address: 6195 Stonecastle Lane
Lakewood, IL 60014
Phone: [redacted]
Fax: —
E-mail: [redacted]

Owner Information (if different)

Name: David and Kimberly Hollander Joint Tenancy Trust
Address: "
Phone: "
Fax: —
E-mail: "

Property Information

Project Description: New Single Family Home; Single Family Residential Existing Home Demolition and Single Family Residential New Home Construction

Project Address/Location: 421 North Shore Drive
Crystal Lake, IL 60014

PIN Number(s): 18-01-229-044

Development Team

Please include address, phone, fax and e-mail

Developer: DAVID HOLLANDER, 6195 STONECASTLE LANE, LAKEWOOD, IL 60014

Architect: ALA ARCHITECTS : PLANNERS, INC., 2600 BEHAN ROAD, CRYSTAL LAKE, IL 60014

Attorney: ZRF:M (RYAN FARRELL), 50 N. VIRGINIA STREET, CRYSTAL LAKE, IL 60014

Engineer: SCHMITT ENGINEERING, 215 WEST CALHOUN, WOODSTOCK, IL 60098

Landscape Architect: DAVID HOLLANDER, 6195 STONECASTLE LANE, LAKEWOOD, IL 60014

Planner: —

Surveyor: SCHMITT ENGINEERING, 215 WEST CALHOUN, WOODSTOCK, IL 60098

Other: —

Signatures

[signature], DAVID HOLLANDER 08.16.2023

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

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

[signature], DAVID HOLLANDER 08.16.2023

OWNER: Print and Sign name **Date**

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

CRYSTAL LAKE PLANNING AND ZONING COMMISSION
WEDNESDAY, SEPTEMBER 6, 2023
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, Greenman, Gronow, Mason, Repholz, Skluzacek, and Teetsov and were present.

Elizabeth Maxwell, City Planner, and Katie Rivard, Assistant City Planner, were present from Staff.

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

APPROVE MINUTES OF THE AUGUST 16, 2023 PLANNING AND ZONING COMMISSION MEETING

Ms. Repholz moved to approve the minutes from the August 16, 2023 regular Planning and Zoning Commission meeting. Mr. Gronow seconded the motion. On voice vote, all members voted aye. Motion passed.

2023-149 – 921 NORTH SHORE DRIVE – SIMPLIFIED RESIDENTIAL VARIATIONS – PUBLIC HEARING

Simplified Residential Zoning Variations to allow the construction of a house, attaching to an existing garage, which encroaches into the required setbacks and construction of the house, driveway and patio areas that exceed the maximum impervious surface coverage. The house, including screen porch, encroaches 9 feet 9 inches into the setback with an additional 3 - foot encroachment for the stairs into the required 46.36-foot front yard setback allowing the structure to be 33 feet 8 inches from the water's edge front property line. An encroachment of 28 feet 10 inches into the required 61.40-foot street side setback to connect an existing garage creating a total encroachment of 58 feet, allowing the structure to be 3 feet 10 inches from the yard abutting a street property line. The total impervious surface coverage requested is 4,888 square feet or 55.6% of the lot, exceeding the maximum permitted impervious surface by 490 square feet or 5.6%

David and Kimberly Hollander, the property owners, were present to represent the petition. Mr. Hollander gave a presentation. He stated that they moved here several years ago from Texas. They have four kids and want a place for them and future grandkids. The home is not historic it has aluminum siding, double hung windows, drop ceilings and florescent lighting. There is some woodwork they will try to reuse in the new design. The existing house is outside the building box so adding on would require variations. The house is on an angle compared to the property lines.

They spoke with their neighbors about the plans and the big issues were water and saving the tree. They are working to capture the stormwater and flows through a swale and into their infiltration trenches. The new house will be farther back from the lake and away from the roots of the tree. They looked at other homes along the North Shore on what is possible. They wanted to preserve the views of the lake so they left the one side of the lot open with the driveway and the house is on the west side of the lot. He found the Pattern Book online and they are meeting the recommendations in the book. It will be in line with the neighbors' homes. They will reuse the flag stone for the proposed patios and walkway.

Mr. Hollander said they meet the Findings of Fact. It is a unique lot since it is narrow, the shoreline curves in along this area, there is a large tree along the front and the existing house is in the setback. They meet the second criterion, as the neighbors are okay with the request. Number three is met because this is a unique lake lot. Number four relates to the fact that the house is outside the setback, there are large trees and these are not created by them. Number five will be met as they are improving the lot conditions and drainage. Number six is met since this house will be in a line with the neighbors and have a similar street view.

Mr. Greenman asked if they can meet the conditions of approval. Mr. Hollander agreed except for condition number 5. They are asking for a variation from the impervious surface coverage so they did not want to meet the 50%.

Mr. Greenman opened the public hearing.

Wes Pucinski, 897 North Shore, said he has been in this house for 70 years. He knew the old property owner. He is glad they are saving the large tree. He is happy they are moving the house back as everyone wants a nice yard to use. The water needs to go somewhere and it all goes to the lake.

There being no one else who wished to speak, Mr. Greenman closed the public hearing.

Staff summarized the requests and spoke about the excess impervious surface coverage.

Mr. Gronow can appreciate what they are trying to do. There is a lot of asphalt. He asked about the side yard setbacks. The petitioner said they are meeting and exceeding the setbacks. Mr. Gronow asked how large is the new garage. The petitioner said it is one car. Mr. Gronow said it seems very large like a two car. They agreed that it is a large one car. There is extra storage in the garage. He asked how much green space is provided on the lot. He said the side elevation is very plain, they should add some stone like the other elevations. He asked where the stairs go. The petitioner explained that they are hoping to get a four foot high crawl space under the house. The stairs will lead down to the crawl.

Mr. Skluzacek said it seems like they did their homework with the research on the other homes in the area. He can understand their requests.

Ms. Teetsov said the addition of stone to the right side to make it look nicer would be good. Flooding is an issue in this area. They are asking for too many variations. She would like to see the permeable pavers to reduce the impact.

Ms. Repholz said she is not sure about the hardship. The lot and the house is already non-conforming so she could support the requests. She also would like to see the paver system for the patio.

Mr. Greenman said the petitioners had a great presentation. They are tearing down the existing house so they have a clean slate. They have been creative, but they can do more. He will not support anything over the maximum impervious coverage.

Ms. Teetsov made a motion to approve 2023-149 the Variations to allow the construction of a house, attaching to an existing garage, which encroaches into the required setbacks and construction of the house, driveway and patio areas that exceed the maximum impervious surface coverage. The house, including screen porch, encroaches 9 feet 9 inches into the setback with an additional 3 - foot encroachment for the stairs into the required 46.36-foot front yard setback allowing the structure to be 33 feet 8 inches from the water's edge front property line. An encroachment of 28 feet 10 inches into the required 61.40-foot street side setback to connect an existing garage creating a total encroachment of 58 feet, allowing the structure to be 3 feet 10 inches from the yard abutting a street property line. The total impervious surface coverage requested is 4,888 square feet or 55.6% of the lot, exceeding the maximum permitted impervious surface by 490 square feet or 5.6% with the recommended conditions and adding a number 10 for the petitioner to work with staff to upgrade the west elevation.

Mr. Hollander asked if they could do something different than the paver system for the driveway to meet the 50% requirement. The commission said yes. Ms. Teetsov amended her motion amending condition #5.

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Hollander, received 08/16/23)
   B. Architecture (ALA Architects, dated 07/26/23, received 08/04/23)
   C. Engineering (Schmitt Engineering, dated 08/01/23, received 08/04/23)

2. An appropriately sized infiltration trench must be installed in the street side yard and the lake side of the property. All roof drains/gutters shall be tied into the infiltration trench or the proposed storm sewer.

3. No more than 30% impervious coverage is permitted in the water body buffer. Provide an accurate calculation of the square footage of impervious coverage between the front yard setback and the property line along the lake compared to the total square footage of this area.

4. Provide an accurate plat of survey that illustrates the property line at the south end of the lot adjacent to Crystal Lake.

5. The property shall comply with the 50% impervious surface coverage requirement.

6. An adequate stormwater management system must be designed to properly convey onsite and offsite water for 100-year storm event.

7. All impervious surface areas shall be installed at least 18 inches from any side property line.

8. Swales along both sides of the house shall be designed to prevent water from overflowing onto the adjacent properties.

9. The petitioner shall address all of the review comments and requirements of Engineering and Public Works Department, Community Development Department and the City's Stormwater Consultant.

10. Work with staff to upgrade the west elevation.

Ms. Repholz seconded the motion. On roll call, members Greenman, Gronow, Mason, Repholz, Skluzacek, and Teetsov voted aye. Motion passed 6-0.

REPORT FROM PLANNING

Staff noted the items that were recently approved by the City Council and the upcoming items on the next PZC meeting.

COMMENTS FROM THE COMMISSION

None.

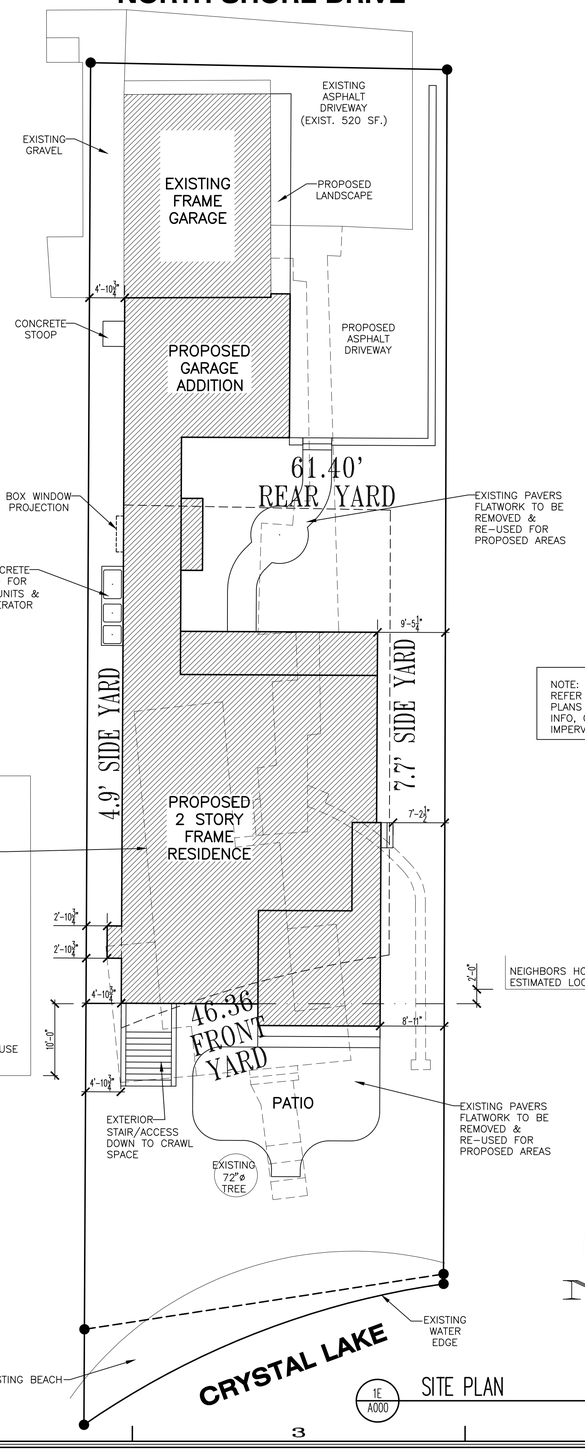
ADJOURNMENT

Mr. Gronow made a motion to adjourn the meeting. Ms. Mason seconded the motion. On voice vote, all members voted aye. The meeting was adjourned at 9:40 p.m.

HOLLANDER RESIDENCE

921 NORTH SHORE DRIVE

CRYSTAL LAKE, IL 60014



SETBACKS:

SIDE YARD MIN = 4.9'
SIDE YARD TOTAL = 12.6'

FRONT & REAR YARDS BASED ON AVG. DETERMINED BY VILLAGE

FRONT YARD (SHOREYARD) OFFSET FROM WATERS EDGE

NOTE:
REFER TO CIVIL ENGINEERING PLANS FOR DETAILED SITE INFO, GRADING, DRAINAGE & IMPERVIOUS CALCULATIONS

NOTES:

1. VERIFY UTILITY LOCATIONS.
2. VERIFY TREES TO BE REMOVED WITH OWNER.
3. VERIFY STRUCTURE LOCATION WITH OTHERS.
   SITE PLAN DEPICTED REPRESENTS A REFERENCE LOCATION ONLY, NOT TO BE USED FOR STAKING, EXCAVATION, FOUNDATION LOCATION OR BUILDING OF ANY KIND. REFERENCE CIVIL ENGINEERING FOR ACTUAL HOUSE LOCATION AND VERIFY IN FIELD NO PORTION OF THE STRUCTURE EXTENDS OVER SETBACKS, BUILDING LINES OR EASEMENTS.
4. REFER TO CIVIL ENGINEERING PLANS FOR UTILITY INFORMATION.
5. BOUNDARY BASED UPON PLAT OF SURVEY FURNISHED TO ARCHITECT BY OWNER. VERIFY LOT DIMENSIONS IN FIELD.

IECC – INTERNATIONAL ENERGY CONSERVATION CODE

--NOTE TO PLAN REVIEWERS, OFFICIALS & CONTRACTORS--

* THESE PLANS HAVE BEEN PREPARED IN ACCORDANCE TO THE CURRENT EDITION OF INTERNATIONAL ENERGY CONSERVATION CODE AS AMENDED BY THE STATE OF ILLINOIS AND MEET OR EXCEED ALL APPLICABLE REQUIREMENTS OF SAID CODE.

* THE ARCHITECT HAS CHOSEN TO DEMONSTRATE COMPLIANCE OF MEETING THE PROVISIONS OF THE ILLINOIS ENERGY CONSERVATION CODE COVERED BY 71 ILL ADM. CODE 600 SUBPART D BY SUBMITTING, AS REQUIRED BY SECTION 101.5 OPTION 3, THE SEAL OF THE THE ARCHITECT/ENGINEER AS REQUIRED BY SECTION 14 OF THE ILLINOIS ARCHITECTURAL PRACTICE [225 ILCS 305] .

* AS SPECIFIED BY THE CODE, 401.2 OPTION 1, COMPLIANCE IS DEMONSTRATED BY MEETING THE REQUIREMENTS OF SECTIONS 402 TO 404. OPTION 1 WAIVES THE REQUIREMENT OF PERFORMING A "SIMULATED PERFORMANCE ALTERNATIVE" OR "RESCHECK" TO EVALUATE THE ENVELOPE.

* THESE PLANS STATE CERTAIN APPLICABLE ASPECTS OF THE ENERGY CODE AND ARE NOT INTENDED TO RESTATE THE ENTIRE CODE OR ACT AS A REPLACEMENT TO THE CODE. ALL CONTRACTORS ARE TO FAMILIARIZE THEMSELVES WITH THE CODE AND FOLLOW THOSE REQUIREMENTS THAT RELATE TO THEIR PARTICULAR TRADE AND ARE RESPONSIBLE FOR SAME. CONTRACTORS SHOULD ALSO VERIFY WHICH EDITION/YEAR ENERGY CODE SHALL BE FOLLOWED BASED ON THE MUNICIPALITY IN WHICH THE PROJECT IS LOCATED IN.

{ IF YOU DONT READ ANY OTHER NOTES – READ THIS ONE }

NOTE TO BIDDERS & CONTRACTORS:

THESE PLANS HAVE BEEN PREPARED BASED ON THE DOCUMENTATION OF AVAILABLE CODES AND ORDINANCES WHICH ARE OPEN TO APPROVAL AND INTERPRETATION BY THE GOVERNING BODY AUTHORIZED TO ISSUE A BUILDING PERMIT. THE REQUIREMENTS AND BUILDING SPECIFICATIONS ARE SUBJECT TO CHANGE BASED ON THIS APPROVAL AND MAY AFFECT THE COST OF THE PROJECT OR SUCCESSFUL COMPLETION. BIDDERS ARE RESPONSIBLE FOR NOTIFYING THE OWNER(S) OR FINANCIAL INSTITUTION RESPONSIBLE FOR FUNDING THE PROJECT FOR APPROVAL PRIOR TO BEGINNING WORK.

THIS ARCHITECTURAL DOCUMENTATION IS INTENDED TO GIVE AN OVERALL SCOPE AND DESCRIPTION OF WORK, ALONG WITH GENERAL SPECIFICATIONS FOR CONSTRUCTION, NOT ALL INFORMATION REQUIRED OR PERTINENT TO THE PROJECT REQUIRED FOR SUCCESSFUL PRICING OR COMPLETION IS INCLUDED. IT IS THE RESPONSIBILITY OF ALL CONTRACTORS TO FAMILIARIZE THEMSELVES WITH ALL CODES PERTAINING TO THEIR DISCIPLINES AND BE RESPONSIBLE FOR THE SUCCESSFUL COMPLETION OF THE PROJECT.

PLAN & ELEVATION SYMBOLS

5S 5 SHELVES
1SIR 1 SHELF & 1 ROD
SPK SPRINKLER HEAD
GAS GAS HOOKUP
WATER WATER HOOKUP
FPHB FROST PROOF HOSE BIBB
SHOWER HEAD FAUCET
SHOWER RAIN HEAD
FD FLOOR DRAIN
PRE-FAB FIREPLACE FLUE
MASONRY FIREPLACE FLUE
REBAR
CEILING DETAIL DIAGRAM
WORK POINT
12 ROOF PITCH
SECTION/ VIEW MARKER
ELEVATION MARKER
REVISION MARKER
V.I.F. VERIFY IN FIELD
V.M.O. VERIFY WITH OWNER

FACE BRICK
HORIZONTAL SIDING
BOARD & BATTEN SIDING
ASPHALT SHINGLES ROOFING
STONE
SHAKE SIDING
CEDAR SHAKE ROOFING
CONCRETE
FIELD STONE
STUCCO / E.I.F.S.
METAL ROOFING
GRAVEL

ELECTRICAL SYMBOLS:

SINGLE OUTLET (1)
SWITCH
TELEVISION JACK
DUPLEX OUTLET (2)
DOOR ACTIVATED SWITCH
TELEPHONE JACK
QUAD. OUTLET (4)
MOTION ACTIVATED SWITCH
HDMI JACK
SWITCHED DUPLEX OUTLET (2)
THERMOSTAT CONTROLS
SD 110V SMOKE DETECTOR WIRED IN SERIES W/ BATTERY BACKUP, RUN ON DEDICATED CIRCUIT
CEILING MOUNTED LIGHT FIXTURE
EXHAUST FAN, VENTED TO EXTERIOR
RECESSED CAN LIGHT
EXHAUST FAN/LIGHT, VENTED TO EXTERIOR
SD/CO 110V SMOKE & CARBON MONOXIDE DETECTOR COMBO WIRED IN SERIES W/ BATTERY BACKUP, RUN ON DEDICATED CIRCUIT
DIRECTIONAL RECESSED CAN LT.
FLOOD LIGHT W/ MOTION DETECTOR
WALL MOUNTED LIGHT FIXTURE
CEILING MOUNTED FAN/LIGHT
RECESSED WATER PROOF LED CAN LIGHT (EXTERIOR)
LED LIGHT STRIP
EXTERIOR LAMP W/ POST
P.C. = PULL CHAIN LIGHT
GFI = GROUND FAULT CIRCUIT INTERRUPTER
FLUORESCENT LIGHT FIXTURE
W.P. = WATER PROOF

WALL TYPES

NEW FRAME WALL
NEW FOUNDATION WALL & FOOTING
DRYWALL, ARCHED OR CASED OPENING
DEPRESSED FOUNDATION WALL
BEARING WALL ABOVE
TR. SILL PLATE @ FDTN. WALL

NOTE TO CONTRACTORS

* ALL CONTRACTORS PRIOR TO CONSTRUCTION ARE TO FAMILIARIZE THEMSELVES WITH THE PLANS AND EXISTING CONDITIONS OF THE PROJECT. ALL CONTRACTORS ARE RESPONSIBLE FOR PERFORMING WITHIN INDUSTRY STANDARDS AND TO COMPLY WITH ALL APPLICABLE CODES. NOTIFY ARCHITECT OF ANY CONDITIONS OR DISCREPANCIES ON PLANS WHICH MAY INTERFERE WITH SUCCESSFUL COMPLETION OF THE PROJECT, PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR DEMOLITION.
* ALL NOTES SHOWN ARE TYPICAL, AND SOME MAY NOT APPLY TO THE SCOPE OF WORK.

CRYSTAL LAKE SPECIFIC NOTES:

NOTE:
SOME NOTES LISTED IN THIS SECTION MAY NOT APPLY TO THE THIS SPECIFIC PROJECT DRAWING SET. ALL NOTES LISTED SHALL BE ACKNOWLEDGED WHETHER RELEVANT TO THIS PROJECT OR NOT.

NOTE:
PROVIDE 1½" X 36" FLOOR-TO-FLOOR FLAT STRAP TIES @ 2ND FLOOR DECK WITHIN 6'-0" OF CORNERS & 12'-0" ON CENTER.

NOTE:
ANY PORTION OF EAVES & WALLS SHOWN WITHIN 5'-0" OF THE PROPERTY LINE SHALL HAVE A MINIMUM FIRE RATING OF 1-HR, TESTED IN ACCORDANCE WITH ASTM E 119 OR UL 263 WITH EXPOSURE FROM BOTH SIDES. ANY PORTION OF SOFFITS & FASCIA WITHIN 5'-0" OF THE PROPERTY LINE SHALL HAVE ⅝" GYP. BD. UNDER THE NORMAL WEATHER PROTECTIVE MATERIAL SPECIFIED.

DRAWING INDEX

A000 SITE PLAN, DRAWING INDEX, GENERAL NOTES
A100 FOUNDATION PLAN
A101 FIRST FLOOR PLAN – OVERALL
A102 FIRST FLOOR PLAN – VIEW 1
A103 FIRST FLOOR PLAN – VIEW 2
A104 SECOND FLOOR PLAN
A105 THIRD FLOOR ATTIC PLAN
A200 FRONT ELEVATION, REAR ELEVATION
A201 LEFT SIDE ELEVATION, RIGHT SIDE ELEVATION
A202 LEFT SIDE ELEVATION
A203 RIGHT SIDE ELEVATION
A300 ROOF PLAN & STRUCTURAL NOTES, WALL SECTIONS, CONSTRUCTION SPECIFICATIONS, ATTIC VENT SCHEDULE
A301 LIGHT & VENT SCHEDULE, WASTE & SUPPLY DIAGRAMS, PLUMBING FIXTURE COUNT, TYPICAL DETAILS
A302 WALL SECTIONS
E101 FIRST FLOOR ELECTRICAL PLAN
E102 SECOND FLOOR ELECTRICAL PLAN, THIRD FLOOR ATTIC ELEC. PLAN

DESIGN LOADING VALUES:

ROOF	30 PSF LIVE LOAD	WALLS	20 PSF WIND FOR 0-20 FT. HEIGHT
CEILING	20 PSF LIVE LOAD		25 PSF WIND FOR 21-29 FT. HEIGHT
FLOOR	60 PSF LIVE FOR EXTERIOR BALCONY		30 PSF WIND FOR 30 FT. AND ABOVE
	40 PSF LIVE FOR FLOORS, DECKS, STAIRS	SOIL	3000 PSF ASSUMED MINIMUM OWNER/CONTRACTOR RESPONSIBLE TO VERIFY

CONCRETE/MASONRY NOTES:

* SEE FOUNDATION PLAN AND SECTIONS FOR HEIGHT, THICKNESS & REINFORCING OF FOUNDATION WALLS.
* FOUNDATION REINFORCING TO BE GRADE 60, LAP CONTINUOUS BARS 36 DIAMETERS.
* ALL FOUNDATION WALLS WITH FULLS MASONRY VENEER ABOVE TO BE A MINIMUM OF 10" THICK
* ALL EXTERIOR WALKOUT OR ENGLISH BASEMENT FRAME WALLS 6" (2X6 W/ ½" SHEATHING)
* STRENGTH OF CONCRETE AFTER 28 DAYS TO BE 3000 PSI FOR CONCRETE WALLS AND 3500 PSI FOR CONCRETE FLAT WORK AND EXTREME CONDITIONS.
* ALL PORCHES, STEPS AND GARAGE FLOOR SLABS SHALL BE A MIN. OF 3500 PSI AND BETWEEN 5% & 7% AIR ENTRAINED.
* MASONRY MORTAR TO BE TYPE N.

WINDOW NOTES:

* FOR BASEMENTS, TOP OF WINDOWS @ 6'-8" (80") ABOVE FLOOR SLAB, UNLESS OTHERWISE NOTED.
* ~~FOR 10'-0" PLATES, TOP OF WINDOWS @ 106¼" ABOVE SUB-FLOOR, UNLESS OTHERWISE NOTED.~~
* FOR 9'-0" PLATES, TOP OF WINDOWS @ 94¼" ABOVE SUB-FLOOR, UNLESS OTHERWISE NOTED.
* FOR 8'-0" PLATES, TOP OF WINDOWS @ 82¼" ABOVE SUB-FLOOR, UNLESS OTHERWISE NOTED
* ALL WINDOWS ARE DESIGNATED IN ROUGH OPENING, SHOWN IN FEET AND INCHES
  EXAMPLE: 2555 = 2'-5" X 5'-5" TO BE MET WITHIN 2" OR EXCEEDED.
* PROVIDE (2)2 X 12 HEADER ABOVE ALL NEW WINDOWS AND OPENINGS UNLESS OTHERWISE NOTED.
* PROVIDE TEMPERED SAFETY GLAZING IN ALL NEWS WINDOWS WITHIN 24" OF ANY DOOR, WITHIN 18" OF FLOOR, IN TUB & SHOWER ENCLOSURES, & IN STAIR WELLS.
* PROVIDE WINDOW GUARDS THAT COMPLY WITH ASTM F2006 OR F2090 WHEN SILL IS LESS THAN 24" ABOVE FINISHED FLOOR.
* ALL NEW FENESTRATIONS SHALL HAVE A MAXIMUM U-VALUE AS FOLLOWS:
  WINDOWS & DOORS =(0.30), SKYLIGHTS =(0.55)
* WINDOW & DOOR TAGS: FIXED WINDOW = Ⓕ, EGRESS WINDOW = Ⓔ, TEMPERED GLASS = Ⓣ

STRUCTURAL NOTES:

* PROVIDE DOUBLE JOISTS UNDER ALL BEARING PARALLEL PARTITIONS, KITCHEN ISLANDS & POINT LOADS.
* ~~ALL INTERIOR FRAME WALL PARTITIONS = 3½" (2 X 4 STUD) UNLESS OTHERWISE NOTED.~~
* ~~ALL EXTERIOR FRAME WALLS = 4½" (2 X 4 STUD W/ ½" SHEATHING).~~
* ~~ALL EXTERIOR FRAME WALLS W/ MASONRY VENEER = 9½" (2 X 4 STUDS W/ 1" SHEATHING + 1" AIR SPACE + 4" MASONRY VENEER).~~
* ~~ALL EXTERIOR FRAME WALLS = 6" (2 X 6 STUDS W/ ½" SHEATHING).~~
* ALL EXTERIOR FRAME WALLS W/ MASONRY VENEER = 11" (2 X 6 STUDS W/ ½" SHEATHING + 1" AIR SPACE + 4" MASONRY VENEER).
* ALL EXTERIOR DIMENSIONS ARE SNAPPED TO EXTERIOR OF WALL SHEATHING OR FULL MASONRY VENEER & ALSO COINCIDES WITH EXTERIOR OF FOUNDATION EDGE (DIMENSIONS ARE NEVER SNAPPED TO THIN-CUT MASONRY VENEERS, THEY ARE DEPICTED AS A TYPE OF EXTERIOR SIDING/CLADDING)
* ~~ALL STEEL TO BE A-36 & STRUCTURAL STEEL BOLTS TO BE A-325~~
* ~~PROVIDE (3" X 3" X ¼") ST. ANGLE L.L.V. ABOVE OPENINGS UP TO 9'-0" WIDE W/ MASONRY VENEER ABOVE.~~
* ~~PROVIDE (6" X 4" X ¼") ST. ANGLE L.L.V. ABOVE OPENINGS FROM 9'-0" TO 16'-0" WIDE W/ MASONRY VENEER ABOVE.~~
* ~~PROVIDE (8" X 4" X ½") ST. ANGLE L.L.V. ABOVE 16'-0" & 18'-0" WIDE OVERHEAD DOORS W/ UP TO 2' OF MASONRY VENEER ABOVE.~~
* ~~PROVIDE (8" X 4" X ¾") ST. ANGLE L.L.V. ABOVE 16'-0" & 18'-0" WIDE OVERHEAD DOORS W/ MORE THAN 2' OF MASONRY VENEER ABOVE.~~
* STEEL FABRICATOR SHALL PROVIDE ALL MISCELLANEOUS CONNECTORS AND SHIMS FOR A COMPLETE INSTALLATION.
* STEEL FLITCH PLATE BEAMS TO BE CONNECTED WITH ½"ø BOLTS @ 20" O.C. AND (2) @ EACH END.
* ALL STEEL BEAMS, LINTELS & COLUMN PLATES SHALL BE SHOP PRIMED.
* WALLS SHALL BE BRACED @ EACH END & 20'-0" BETWEEN PANELS MAX.
* ALL JOISTS, STUDS & RAFTERS TO BE SPF #1/#2 (CANADIAN) UNLESS OTHERWISE NOTED.
* ALL HEADERS TO BE (2) 2 X 12 SPF #1/#2 (CANADIAN) UNLESS OTHERWISE NOTED.
  THE DIAMETER OF HOLES BORED INTO SOLID SAWN MEMBERS SHALL NOT EXCEED ⅓ THE DEPTH OF THE MEMBER AND SHALL NOT BE CLOSER THAN 2" FROM THE TOP OR BOTTOM OF THE MEMBER OR TO ANY OTHER HOLE.
  THE DIAMETER OF HOLES BORED INTO PRE-ENGINEERED FRAMING MEMBERS SHALL FOLLOW MFG. APPROVED SPECIFICATIONS.
* PROVIDE PRE-ENGINEERED FLOOR JOIST MANUFACTURER'S INSTALLATION INSTRUCTIONS ON THE JOBSITE AT THE TIME OF INSPECTIONS.
* PRE-ENGINEERED FLOOR JOIST TO BE BY "TRUSJOIST" MANUFACTURER OR EQUIVALENT PER MANUFACTURER'S RECOMMENDATIONS.
* PRE-ENGINEERED FLOOR JOIST SUPPLIER SHALL PROVIDE JOIST LAYOUT FROM MANUFACTURER PRIOR TO START OF ROUGH FRAMING.
* ■= (2) 2X STUDS IN INTERIOR PARTITIONS W/ DBL. JST. BELOW UNLESS OTHERWISE NOTED.
* ■= (2) 2X STUDS IN EXTERIOR WALLS, UNLESS OTHERWISE NOTED
* □= POINT LOAD FROM ABOVE WITH DOUBLE JOIST BELOW, UNLESS OTHERWISE NOTED.
* ALL EXTERIOR WALLS OVER 10'-0" TALL TO BE 2 X 6 @ 16" O.C. STUD WALLS.
* ADD 2X HORIZONTAL BLOCKING, SAME WIDTH AS STUDS, BETWEEN STUDS IN EXTERIOR WALLS OVER 6'-0" IN HEIGHT. FASTEN EXTERIOR SHEATHING TO BLOCKING AND TO STUDS.
* HALF WALLS TO BE MIN. 36" TALL, UNLESS OTHERWISE NOTED.
* FIREBLOCKING SHALL BE INSTALLED AT THE FOLLOWING LOCATIONS:
  – CONCEALED SPACES OF STUD WALLS AND PARTITIONS, INCLUDING STAGGERED OR PARALLEL ROWS OF STUDS, VERT. AT CEILING AND FLOOR LEVELS AND HORIZ. AT 10'-0" INTERVALS.
  – ALL INTERCONNECTIONS BETWEEN CONCEALED VERTICAL AND HORIZONTAL SPACES SUCH AS OCCUR AT SOFFITS, DROP CEILINGS AND COVE CEILINGS.
  – CONCEALED SPACES BETWEEN STAIR STRINGERS AT TOP AND BOTTOM OF THE RUN.
  – OPENINGS AROUND VENTS, PIPES, DUCTS, CHIMNEYS AND FIREPLACES AT CEILINGS AND FLOOR LEVEL WITH NONCOMBUSTIBLE MATERIALS.

ELECTRICAL NOTES:

* ALL OUTLETS ABOVE KITCHEN COUNTERTOP TO BE GFI & MAXIMUM 48" O.C.
* ALL OUTLETS WITHIN 72" OF ANY SINK OR WATER FEATURE TO BE GFI.
* ALL OUTLETS IN GARAGE TO BE GFI.
* ALL TYPICAL ROOM OUTLETS TO BE SPACED MAX. 12'-0" APART, UNLESS OTHERWISE NOTED.
* VERIFY THAT NO POINT ALONG ANY WALL 2'-0" LONG OR LONGER IN ANY HABITABLE ROOM TO BE MORE THAN 6'-0" FROM AN OUTLET.
* PROVIDE SMOKE & CARBON MONOXIDE DETECTORS PER LOCAL CODE:
  –(1) COMBO. SMOKE/CARBON MONOXIDE DETECTOR @ EACH FLOOR LEVEL
  –(1) SMOKE DETECTOR IN EACH BEDROOM
  –(1) COMBO SMOKE/CARBON MONOXIDE DETECTOR WITHIN 15'-0" OF EACH BEDROOM DOOR/ENTRANCE
* ALL ELECTRICAL CONDUCTORS ARE TO BE SOLID COPPER IN ELECTRICAL METALLIC TUBING.
* ALL OUTLETS SHALL BE ARC FAULT PROTECTED.
* ALL 15 & 20 AMP OUTLETS SHALL BE TAMPER RESISTANT.
* ALL CEILING OUTLET ELECTRICAL BOXES SHALL BE CAPABLE OF SUPPORTING A CEILING FAN.
* RECESSED INCANDESCENT OR SURFACE MOUNTED FLUORESCENT LIGHT FIXTURES IN CLOSETS SHALL BE LOCATED A MIN. OF 6" IN FRONT OF THE TOP SHELF AND SURFACE MOUNTED INCANDESCENT FIXTURES IN WALK-IN CLOSETS SHALL BE AT LEAST 12" IN FRONT OF TOP SHELF AND SHALL BE FULLY ENCLOSED WITH A GLOBE. SURFACE MOUNTED INCANDESCENT LIGHT FIXTURES ARE NOT PERMITTED IN CLOSETS OTHER THAN WALK-IN.
* PROVIDE SEPARATE 20 AMP CIRCUITS FOR KITCHEN REFRIGERATORS, MICROWAVES, GARBAGE DISPOSALS & DISHWASHERS.
* PROVIDE SEPARATE LOCAL DISCONNECTS FOR KITCHEN GARBAGE DISPOSALS & DISHWASHER.
* PROVIDE MIN. 36" DEEP X 30" WIDE X 78" HIGH CLEAR WORK AREA IN FRONT OF ELECTRICAL PANEL.
* PROVIDE 200 AMP ELECTRICAL SERVICE FOR BUILDINGS UP TO 6,000 SF.
* PROVIDE 400 AMP ELECTRICAL SERVICE FOR BUILDINGS OVER 6,000 SF.

PLUMBING NOTES:

* PROVIDE GAS SHUTOFF VALVES TO ALL GAS APPLIANCES AND FIREPLACES.
* ALL FRAMING DRILLED FOR PLUMBING VENTS OR SIMILAR HOLES TO BE IN A 2 X 6 MIN. STUD WALL.
* ALL WATER LINES TO A SECOND FLOOR TO HAVE 18" AIR CHAMBERS.
  ABOVE GROUND WASTE – SCHEDULE 40 PVC, 1120 SERIES
  BELOW GROUND WASTE – SCH 40 PVC OR CAST IRON
  ABOVE GROUND WATER – TYPE L COPPER, NO LEAD SOLDER
  BELOW GROUND WATER – TYPE K COPPER
* COLORED PRIMER AND STACK TEST REQUIRED ON ALL PVC PIPING.
* AIR TESTING OF THE PLUMBING SYSTEM SHALL BE IN COMPLIANCE WITH ISPC 890.1930..
* UNDERGROUND SANITARY SHALL BE 4" MIN.

HVAC NOTES:

* HVAC CONTRACTOR TO VERIFY LOCATION OF ALL HVAC SYSTEMS IN FIELD.
* FOR ANY PROPOSED ATTIC FURNACES, PROVIDE A SMOKE/CO2 DETECTOR, PROVIDE FLOOR DRAIN WITH PAN & AUTO SHUT OFF VALVE (FOR DRAIN BACK UP) ALONG WITH ANY OTHER REQUIREMENTS WHICH MAY BE NEEDED TO SATISFY LOCAL & NATIONAL BUILDING CODES.
* DUCT JOINTS AND SEAMS SHALL BE MADE SUBSTANTIALLY AIR TIGHT.
* DUCTS SHALL BE SUPPORTED AT 10'-0" INTERVALS MIN.
* PROVIDE MIN. 36" DEEP X 30" WIDE X 78" HIGH CLEAR WORK AREA IN FRONT OF FURNACE SERVICE PANEL.

CODE CONFORMANCE

THE DRAWINGS AND RELATED CONSTRUCTION TO CONFORM WITH THE FOLLOWING

2018 INTERNATIONAL RESIDENTIAL CODE
2018 INTERNATIONAL MECHANICAL CODE
2018 INTERNATIONAL FUEL GAS CODE
2018 INTERNATIONAL ENERGY CONSERVATION CODE
2018 INTERNATIONAL FIRE CODE
2017 NATIONAL ELECTRIC CODE
2014 ILLINOIS PLUMBING CODE
2018 INTERNATIONAL EXISTING BUILDING CODE
2018 INTERNATIONAL PROPERTY MAINTENANCE CODE
CITY OF CRYSTAL LAKE CODE OF ORDINANCES
2018 INTERNATIONAL BUILDING CODE
2000 NFPA LIFE SAFETY CODE
2018 ILLINOIS ILLINOIS ACCESSIBILITY CODE

DESIGN STAGE
REVISIONS

	1	2	3	4	5
PRELIMINARY DESIGN	05-09-23 NM				
PRELIMINARY DESIGN		05-25-23 NM			
DESIGN DEVELOPMENT		06-21-23 NM	07-06-23 NM		
VARIANCE SUBMITTAL	07-10-23 NM	08-02-23 NM			
FINAL REVIEW	07-26-23 JBA				
ISSUED FOR PERMIT					
REVISION					

SITE PLAN
GENERAL NOTES
DRAWING INDEX

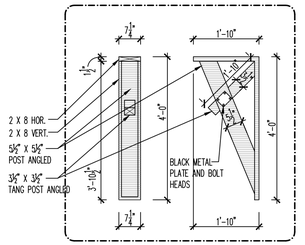
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1700 E. Racine Ave. Waukesha, WI 53186
40 Crystal St. Cary, IL 60013

HOLLANDER RESIDENCE
921 NORTH SHORE DRIVE
CRYSTAL LAKE, IL 60014

Job Number: 23145
Sheet Number: A000
File Name: 23145A000

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6A A200 BRACKET DETAIL 1/2"=1'-0"

ELEVATION NOTES

* DO NOT SCALE ELEVATIONS, VERIFY WALL HEIGHTS WITH PLANS, CONTACT ARCHITECT WITH ANY DISCREPANCIES
* WHEN INTERSECTING TWO ROOF PLANES WITH DIFFERENT ROOF PITCHES, BLOCK TOP OF STUD WALL OR BEAM AS REQUIRED TO ALLOW FASCIAS TO LINE UP RETAINING A COMMON EAVE DISTANCE.
* SEE ROOF PLAN FOR TYPICAL EAVE AND RAKE DISTANCES UNLESS OTHERWISE NOTED ON ELEVATIONS
* IF RIDGE AND SOFFIT VENTS PROVIDE LESS THAN THE CODE MINIMUM, ADD CAN VENTS AS NEEDED TO THE REAR AND SIDE ELEVATIONS

WINDOW NOTES

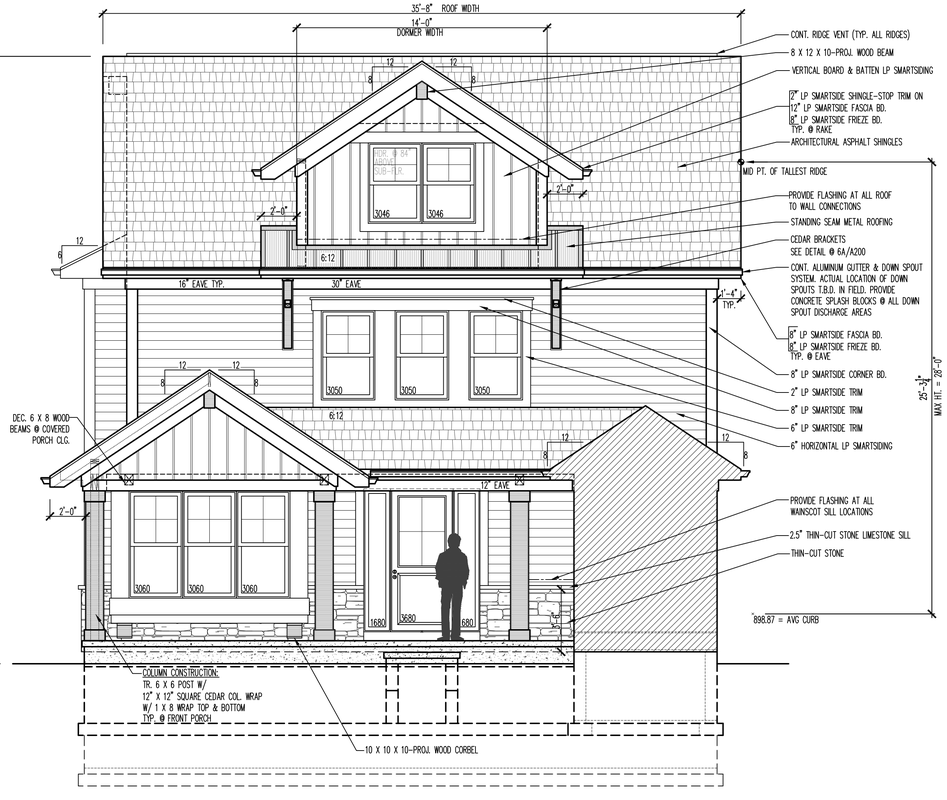
* ALL WINDOWS ARE DESIGNATED IN ROUGH OPENING, SHOWN IN FEET & INCHES TO BE MET WITHIN 2" OR EXCEEDED, DEPENDING ON MFG.

EXAMPLE: 2555 = 2'-5" X 5'-5"

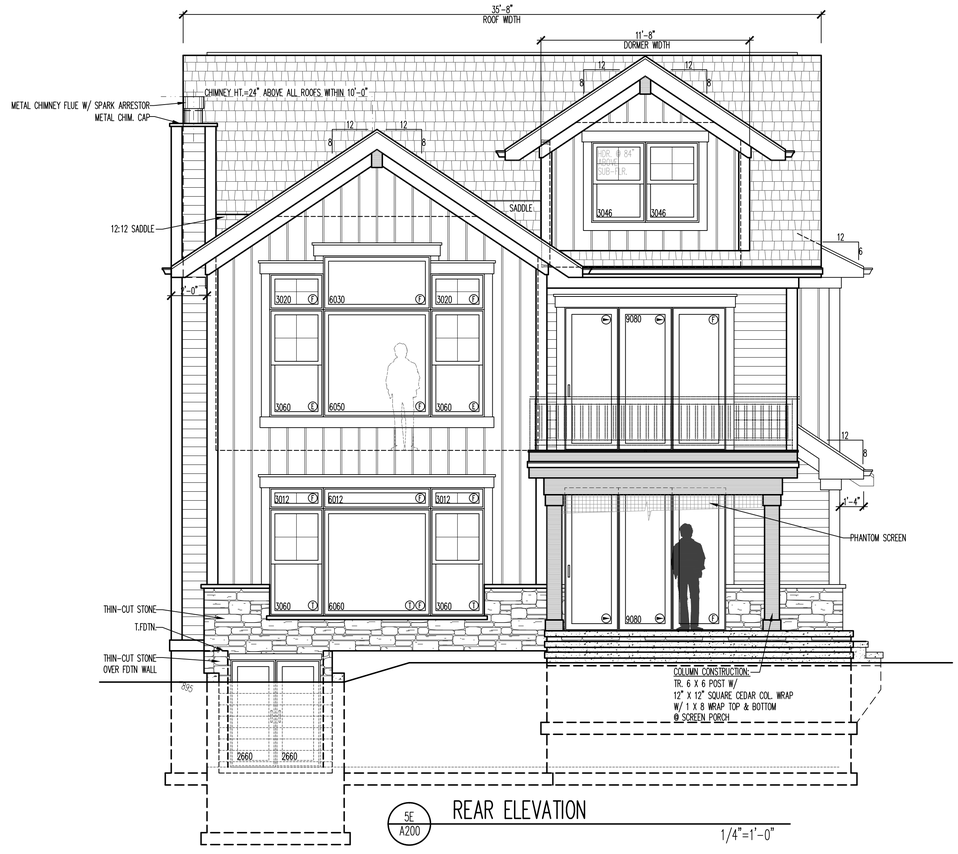
EXAMPLE: 3068 = 3'-0" X 6'-8"

EXAMPLE: 18080 = 18'-0" X 8'-0"

TEMPERED GLASS = (T) DOOR OR WINDOW PANE SLIDES RIGHT = (R)
FIXED WINDOW = (F) DOOR OR WINDOW PANE SLIDES LEFT = (L)
EGRESS WINDOW = (E)
EGRESS WINDOW BREAKDOWN =
MIN. CLEAR OPEN AREA OF 5.7 S.F.
MIN. CLEAR OPEN WIDTH OF 20"
MIN. CLEAR OPEN HEIGHT OF 24"
MAX. SILL HEIGHT OF 44"



1E A200 FRONT ELEVATION 1/4"=1'-0"



5E A200 REAR ELEVATION 1/4"=1'-0"

DESIGN STAGE

PRELIMINARY DESIGN	05-09-23 KLM
PRELIMINARY DESIGN	05-25-23 KLM
PRELIMINARY SUBMITTAL	06-21-23 KLM
VARIANCE SUBMITTAL	07-05-23 KLM
FINAL REVIEW	08-02-23 KLM
RELEASED FOR PERMIT	07-26-23 JBA
REVISION	

REVISIONS 1 2 3 4 5

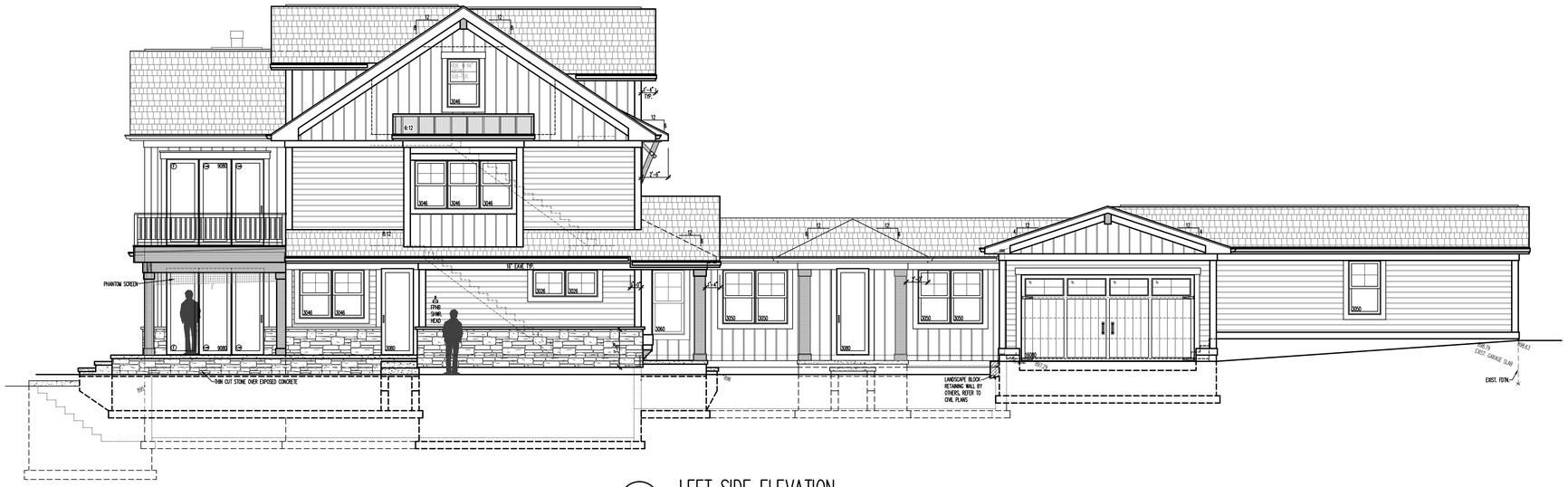
HOLLANDER RESIDENCE
921 NORTH SHORE DRIVE
CRYSTAL LAKE, IL 60014

FRONT ELEVATION
REAR ELEVATION

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40 Crystal St. Cary, IL 60013

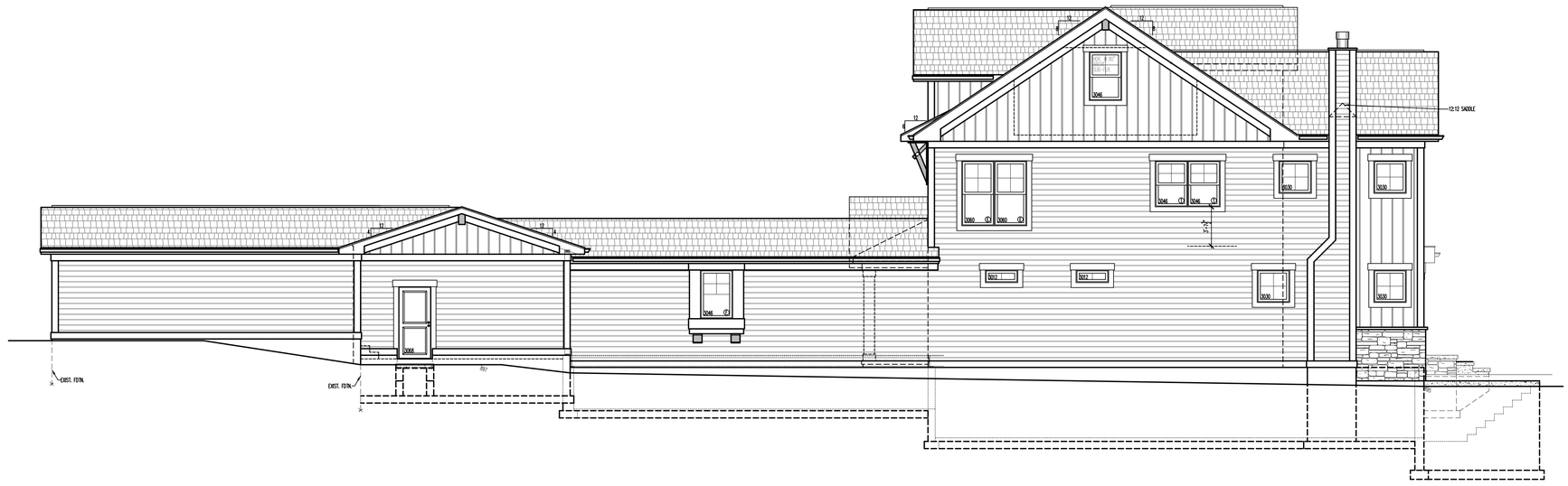
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Sheet Number: A200
File Name: LA1001T2600

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1C / A201 LEFT SIDE ELEVATION

3/8"=1'-0"



1E / A201 RIGHT SIDE ELEVATION

3/8"=1'-0"

DESIGN STAGE

PRELIMINARY DISIGN	05-09-23 N.M.
PRELIMINARY DISIGN	05-25-23 N.M.
DESIGN DEVELOPMENT	05-30-23 N.M.
VARIANCE SUBMITTAL	06-21-23 N.M.
FINAL REVIEW	07-06-23 N.M.
PERMIT SET	07-10-23 N.M.
ISSUED FOR PERMIT	07-26-23 BA
REVISION	

REVISIONS

HOLLANDER RESIDENCE
921 NORTH SHORE DRIVE
CRYSTAL LAKE, IL 60014

LEFT SIDE ELEVATION
RIGHT SIDE ELEVATION

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Job Number: 23145

Sheet Number: A201

File Name: LA170UT2100

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TEAR-OFF SCALE FOR USE ON DRAWINGS WITH SCALE 1/4"=1'-0"

PHANTOM SCREEN

THIN CUT STONE OVER EXPOSED CONCRETE

16" EAVE TYP.

LANDSCAPE BLOCK RETAINING WALL BY OTHERS, REFER TO CIVIL PLANS

EXIST. GARAGE SLAB

EXIST. FDTN.

1E
A202

LEFT SIDE ELEVATION

1/4"=1'-0"

REVISIONS		
1	05-09-23	N.M.
2	05-25-23	N.M.
3	07-06-23	N.M.
4		
5		

DESIGN STAGE		
PRELIMINARY DESIGN	05-09-23	N.M.
PRELIMINARY DESIGN	05-30-23	N.M.
PRELIMINARY DESIGN	06-21-23	N.M.
VARIANCE SUBMITTAL	07-05-23	N.M.
FINAL REVIEW	07-06-23	B.H.
RELEASE FOR PERMIT		
REVISION		

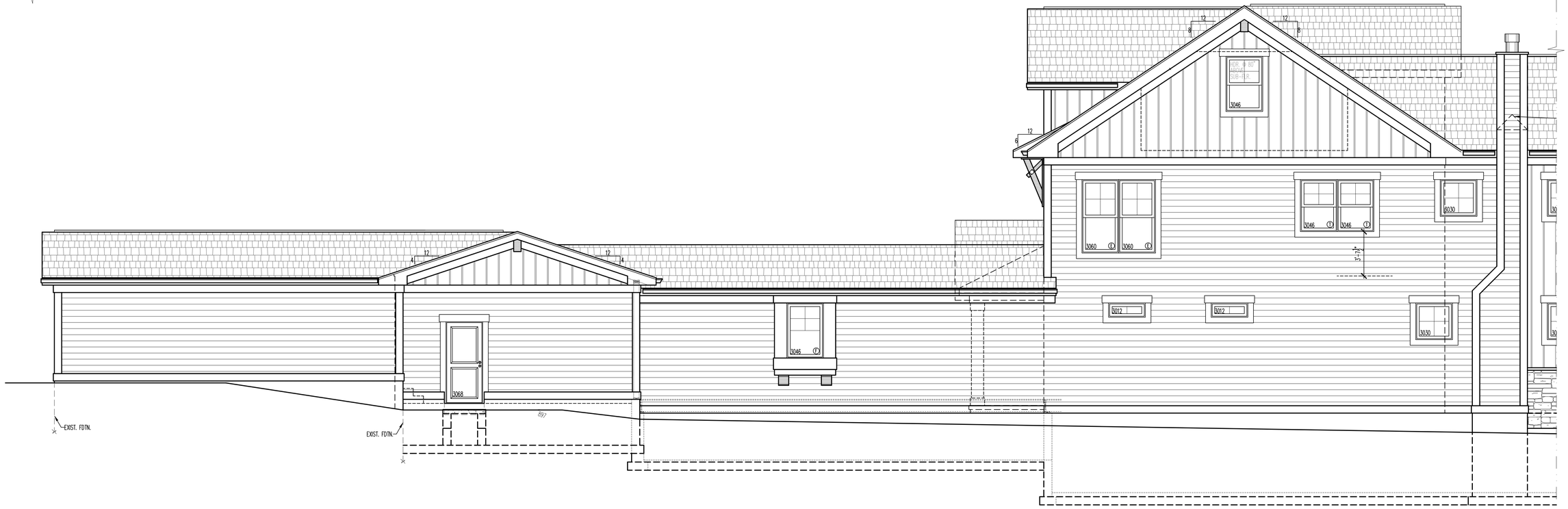
HOLLANDER RESIDENCE
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LEFT SIDE ELEVATION

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Job Number: 23145
Sheet Number: A202
File Name: LAYOUT6200

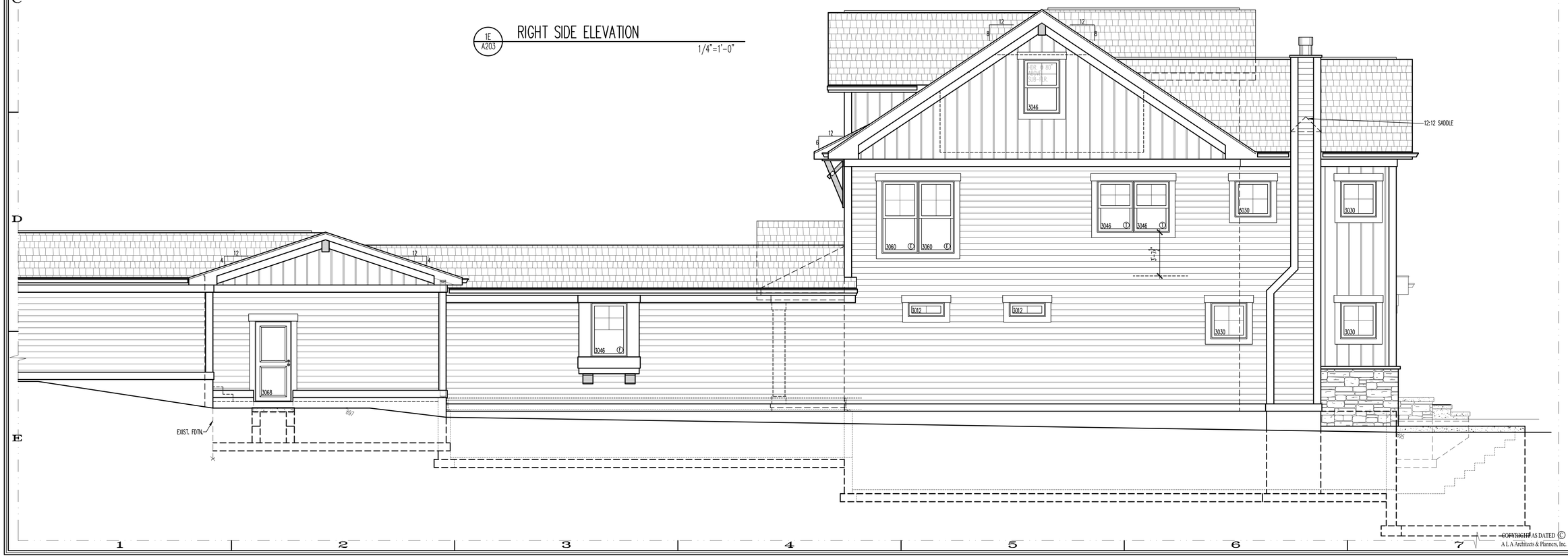
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1E
A203

RIGHT SIDE ELEVATION

1/4"=1'-0"



REVISIONS

5		
4		
3	07-06-23 KAM	
2	06-21-23 KAM 06-02-23 KAM	
1	05-30-23 KAM 05-15-23 KAM 05-09-23 KAM 07-26-23 JBA	

DESIGN STAGE

PRELIMINARY DESIGN
PRELIMINARY DESIGN
PRELIMINARY SUBMITTAL
VARIANCE SUBMITTAL
FINAL REVIEW
RELEASED FOR PERMIT
REVISION

HOLLANDER RESIDENCE
921 NORTH SHORE DRIVE
CRYSTAL LAKE, IL 60014

RIGHT SIDE ELEVATION

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Sheet Number: A203
File Name: LAYOUT2200

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Standard Soil Erosion and Sediment Control Notes

1. Control measures shall meet the minimum standards and specifications of the *Illinois Urban Manual* (www.aiswcd.org/IUM) unless stated otherwise.
2. Soil disturbance shall be conducted in such a manner as to minimize erosion. Areas of the development site that are not to be disturbed shall be protected from construction traffic or other disturbance until final stabilization is achieved.
3. Soil stabilization measures shall consider the time of year, development site conditions and the use of temporary or permanent measures.
4. Stabilization by seeding shall include topsoil placement and fertilization, as necessary.
5. Native seed mixtures shall include rapid-growing annual grasses or small grains to provide initial, temporary soil stabilization.
6. Offsite property shall be protected from erosion and sedimentation. Velocity dissipation devices shall be placed at concentrated discharge locations and along the length of any outfall channel, as necessary to prevent erosion.
7. Sediment control measures shall be installed prior to the disturbance of tributary areas.
8. Stabilization of disturbed areas shall be initiated immediately whenever any clearing, grading, excavating or other earth disturbing activities have permanently ceased on any portion of the development site, or temporarily ceased on any portion of the development site and will not resume for a period exceeding 14 calendar days. Stabilization of disturbed areas shall be initiated within 1 working day of permanent or temporary cessation of earth disturbing activities and shall be completed as soon as possible, but not later than 14 calendar days from the initiation of stabilization work in an area. Exceptions to these time frames are specified below:
   a. Where the initiation of stabilization measures is precluded by snow cover, stabilization measures shall be initiated as soon as practicable; and
   b. In areas where construction activity has temporarily ceased and will resume after 14 days, a temporary stabilization method may be used.
9. Disturbance of steep slopes shall be minimized. Areas or embankments having slopes steeper than 3:1 shall be stabilized with staked in place sod, erosion control blanket in combination with seeding, or an equivalent control measure.
10. Perimeter control measures shall be provided downslope and perpendicular to the flow of runoff from disturbed areas, where the tributary area is greater than 5,000 square feet, and where runoff will flow in a sheet flow manner. Perimeter erosion control shall also be provided at the base of soil stockpiles.
11. The stormwater management system shall be protected from erosion and sedimentation downslope from disturbed areas. Inlet protection that reduces sediment loading, while allowing runoff to enter the inlet shall be required for all storm sewers. Check dams, or an equivalent control measure, shall be required for all channels. Filter fabric inlet protection and straw bale ditch checks are not acceptable control measures.
12. If dewatering services are used, discharges shall be routed through an effective sediment control measure (e.g., sediment trap or an equivalent control measure). The Enforcement Officer shall be notified prior to the commencement of dewatering activities.
13. All temporary soil erosion and sediment control measures shall be removed within 30 days after final stabilization of the development site is achieved or after the temporary measures are no longer necessary. Trapped sediment shall be removed and disturbed areas shall be permanently stabilized.
14. Stockpiled soil and materials shall be removed from flood hazard areas at the end of each work day. Soil and materials stockpiled in IWMC or buffer areas shall be placed on timber mats, or an equivalent control measure.
15. Effective control measures shall be utilized to minimize the discharge of pollutants from the development site. At a minimum, control measures shall be implemented in order to:
   a. Minimize the discharge of pollutants from equipment and vehicle washing, wheel wash water, and other wash water; and
   b. Minimize the exposure of building materials, building products, construction wastes, trash, landscape materials, fertilizers, pesticides, herbicides, detergents, vehicle fluids, sanitary waste, and other materials present on the development site to precipitation and to stormwater.
16. Adequate receptacles shall be provided for the depositing of all construction material debris generated during the development process. The applicant shall not cause or permit the dumping, depositing, dropping, throwing, discarding or leaving of construction material debris upon or into any development site, channel, or IWMC. The development site shall be maintained free of construction material debris.
17. The Enforcement Officer may require additional or alternate soil erosion and sediment control measures, based on development site specific considerations and the effectiveness of the installed control measures.

Standard Drain Tile Notes

1. Drain tiles disturbed during regulated development shall be reconnected by those responsible for their disturbance, unless the development plans specify abandonment of the drain tiles.
2. All abandoned drain tiles within disturbed areas shall be removed in their entirety.
3. Drain tiles within the disturbed area of a development site shall be replaced, bypassed around the development site or intercepted and connected to the stormwater management system for the development site. The size of the replaced or bypassed drain tile shall be equivalent to the existing drain tile.

GENERAL NOTES:

1) SILT FENCE TO BE INSTALLED ALONG THE LIMITS OF GRADING AND NOT TO ENCROACH INTO THE FLOODPLAIN. SILT FENCE MUST BE INSTALLED BEFORE ANY OTHER WORK CAN COMMENCE.
2) INFILTRATION TRENCHES: CUT 9" INTO GRADE SO TOP OF INFILTRATION TRENCH IS AT ELEVATION SHOWN; THEN CONSTRUCT INFILTRATION TRENCH PER ATTACHED DETAIL; INFILTRATION TRENCH AREA TO BE LEFT UNDISTURBED DURING HOUSE CONSTRUCTION. THIS SHALL NOT TO BE INSTALLED UNTIL FINAL GRADING AROUND HOUSE. IF TRENCH DRAIN IS CONSTRUCTED AT BEGINNING; IT SHALL BE PROTECTED FROM OTHER SITE CONSTRUCTION USING SILT OR CONSTRUCTION FENCE.
3) CONTRACTOR TO VERIFY DEPTH OF WATER SERVICE. WATER SERVICE SIZE IS 1 ¼"
4) EXISTING ASPHALT/CONCRETE THAT IS TO BE TAKEN OUT IS TO BE REMOVED FROM THE SITE AND DISPOSED OF PROPERLY
5) DO NOT STORE, STAGE, OR DUMP MATERIALS INTO THE STREET OR RIGHT-OF-WAY
6) DO NOT TRACK DEBRIS ONTO ROADWAY. IF DEBRIS IS TRACKED ONTO ROADWAY IT MUST BE CLEANED UP IMMEDIATELY
7) SAW CUT BUTT JOINT AT THE STREET AND LEAVE IN PLACE UNTIL READY FOR PAVING
8) REMOVE BLACK DIRT IN AREA OF NEW DRIVEWAY
9) SOIL STOCKPILES CAN NOT BE LOCATED IN THE FLOODPLAIN
10) PROPOSED BAY WINDOWS WILL BE ELEVATED OFF THE GROUND
11) OWNER TO MAINTAIN SIDE YARD SWALE
12) MINIMUM SLOPE IN YARD IS 1%

INSPECTION SCHEDULE:

1) SILT FENCE INSPECTION BEFORE ANY WORK BEGINS
2) THE BASE MATERIAL MUST BE INSPECTED BEFORE PAVING
3) INFILTRATION TRENCH WHEN IT IS DUG DOWN 1 FOOT INTO THE GRAVEL LAYER
4) INFILTRATION TRENCH WHEN THE CHAMBERS ARE INSTALLED (INCLUDING ANY DOWNSPOUT, SUMP PUMP, OR VERTICAL RISER CONNECTION TO THE TRENCH) AND THE FABRIC IS LINING THE TRENCH
5) THE TRENCH ONCE THE WASHED STONE IS INSTALLED AND FABRIC IS COVERING THE STONE
6) WHEN ALL WORK IS COMPLETED FOR FINAL INSPECTION. NEED TO HAVE AS-BUILT GRADING PLAN BEFORE THIS INSPECTION

SITE DRAINAGE INFORMATION:

THERE IS APPROXIMATELY 5,200 S.F OF OFFSITE STREET AREA DRAINING ONTO THE PROJECT SITE. THIS WATER IS ENTERING THE LOT FROM THE STREET AND THE NEIGHBORING PROPERTY TO THE WEST. THERE IS A ROW OF EVERGREENS FORMING A DRAINAGE RIDGE ALONG THE EASTERN PROPERTY LINE WHICH DIRECTS WATER EAST AND WEST. THERE IS NO ADDITIONAL DISCHARGE BEING RECEIVED FROM THE EAST NEIGHBORING LOT. MOST OF THE DRAINAGE ON THE STREET SIDE OF THE LOT DRAINS INTO THE INLET/CATCH BASIN AT THE NORTHWEST CORNER OF GARAGE WHICH EVENTUALLY ROUTE TO CRYSTAL LAKE VIA POPUP OR DAYLIGHT. SHALLOW SIDE YARD SWALES DIRECT ALL OTHER OVERLAND FLOW FROM NORTH TO SOUTH, EVENTUALLY DISCHARGING TO CRYSTAL LAKE.

STABILIZATION TYPE	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG	SEPT.	OCT.	NOV.	DEC.
PERMANENT SEEDING			A,B,C, D			*	*					
SODDING				C**								
TEMPORARY SEEDING				E								
DORMANT SEEDING	USE SEED BLANKETS									USE SEED BLANKETS		

STANDARD LAWN MIXTURE
A (1) KENTUCKY BLUEGRASS 50 LBS/ACRE MIXED WITH PERENNIAL RYEGRASS 30 LBS/ACRE AND CREEPING RED FESCUE 20 LBS/ACRE

SALT TOLERANT MIXTURE B
(1A) BLUE GRASS 30 LBS/ACRE PERENNIAL RYEGRASS 10 LBS/ACRE DAWSONS RED FESCUE 10 LBS ACRE SCALDIS HARD FESCUE 10 LBS/ACRE FULTS SALT GRASS 30 LBS/ACRE

LOW PROFILE NATIVE GRASS MIXTURE
C ANDROPOGON SCOPARIUS (LITTLE BLUE STEM) 5 LBS/ACRE BOUTELOVA CURTIPENDULA (SIDE OATS GRAMA) 5 LBS/ACRE ELYMUS CANADENENSIS (WILD RYE) 1 LBS/ACRE SPOROBOLUS HETEROLEPSIS (PRAIRIE DROPSEED) 0.5 LBS/ACRE ANNUAL RYE GRASS 25 LBS/ACRE OATS, SPRING 25 LBS/ACRE PERENNAL RYE GRASS 15 LBS/ACRE

WETLAND GRASS AND SEDGE MIXTURE.
D (4B) ANNUAL RYE GRASS 25 LBS/ACRE OATS, SPRING 25 LBS/ACRE
E CEREAL RYE 90 LBS/ACRE, OR WHEAT 90 LBS/ACRE, OR PERENNIAL RYEGRASS 25 LBS/ACRE
G SOD
* IRRIGATION NEEDED DURING JUNE AND JULY
** IRRIGATION NEEDED FOR 2 TO 3 WEEKS AFTER APPLYING SOD.
( ) IDOT STANDARD

LEGAL DESCRIPTION

LOT 22 IN BLOCK 2 IN CLOWS CRYSTAL LAKE PARK, A SUBDIVISION OF PART OF THE NORTHEAST ¼ OF SECTION 1, TOWNSHIP 43 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, AND PART OF SECTION 6, TOWNSHIP 43, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 6, 1894 AS DOCUMENT NUMBER 13360 IN BOOK 1 OF PLATS, 54, IN MCHENRY COUNTY, ILLINOIS.

CONTRACTOR NOTES:

1. CONTRACTOR TO VERIFY IN FIELD LOCATION OF SANITARY STUB
2. CONTRACTOR TO VERIFY QUALITY OF SANITARY SERVICE
3. CONNECT TO EXISTING SANITARY STUB, CONNECTION SHALL BE CLEANED AND EXISTING SERVICE TO BE TELEVISED TO MAIN TO DETERMINE IF ACCEPTABLE.
4. CONTRACTOR TO INSTALL INLET FILTERS ON ALL EXISTING AND PROPOSED STORM STRUCTURES ON OR IN THE NEARBY VICINITY OF THE SITE
5. ROOF DRAINS FOR THE PROPOSED STRUCTURE MUST BE TIED INTO THE PROPOSED INFILTRATION TRENCHES AS DIRECTED BY THE CITY
6. ANY DEWATERING ACTIVITIES WILL BE REQUIRED TO PASS THROUGH A SILT BAG BEFORE WATER IS DISCHARGED INTO THE LAKE. WATER SHALL NOT BE DIRECTLY DISCHARGED INTO THE LAKE
7. IF CONCRETE IS TO BE POURED ONSITE, A TEMPORARY CONCRETE WASHOUT MUST BE USED
8. THE CLSO APPENDIX 2 STANDARD SOIL EROSION AND SEDIMENT CONTROL NOTES GOVERN THIS PLAN
9. THE CLSO APPENDIX 3 STANDARD DRAIN TILE NOTES GOVERN THIS PLAN
10. SOIL IS TO BE STOCKPILED ONSITE

CITY CONDITIONS:

THE FOLLOWING CITY CONDITIONS SHALL APPLY::
1. 1% MINIMUM SWALES AND SITE GRADES.
2. 4" TOPSOIL, IDOT CLASS I SEED AND CURLEX BLANKET COVER.
3. 1,953 SQ.FT. NET IMPERVIOUS = 14-LF TRENCH UNDERDRAIN REQUIRED. 24-LF PROVIDED
4. 3:1 MAX. SIDE SLOPE
5. DRIVEWAY TO HAVE 6" CA6 GRADE 9, COMPACTED BASE, AND MIN. 2" IDOT HMA MIX "C", N50 SURFACE

CITY DETAILS:

THE FOLLOWING CITY DETAILS SHALL APPLY:
1. EC-01 SILT FENCE
2. EC-02 CONSTRUCTION ENTRANCE
3 EC-04 INLET SEDIMENT CONTROL DEVICE
4 UD-04 SUMP PUMP OR DOWNSPOUT CONNECTION
5 UD-05 INFILTRATION TRENCH
6 GE-02A GENERAL SITE WORK AND GRADING
7 GE-02B TOPSOIL, EROSION CONTROL, AND UTILITY COORDINATION
8 GE-02D WATERMAIN, AND PAVING

LEGEND	
	STORM INLET
	SANITARY MANHOLE
	UTILITY POLE
——w——	EXISTING WATER UTILITY
——s——	EXISTING SANITARY SEWER UTILITY
——x——	EXISTING FENCE
+885.52	EXISTING GRADE
+885.8	PROPOSED GRADE

SITE BENCHMARK

SITE BENCHMARK:
SANITARY M.H RIM IN NORTH SHORE DRIVE
ELEV=899.71 (NAVD 88)

UTILITY NOTE:

PROPOSED GAS, ELECTRICAL, AND CABLE UTILITIES TO BE RELOCATED PER GENERAL CONTRACTOR

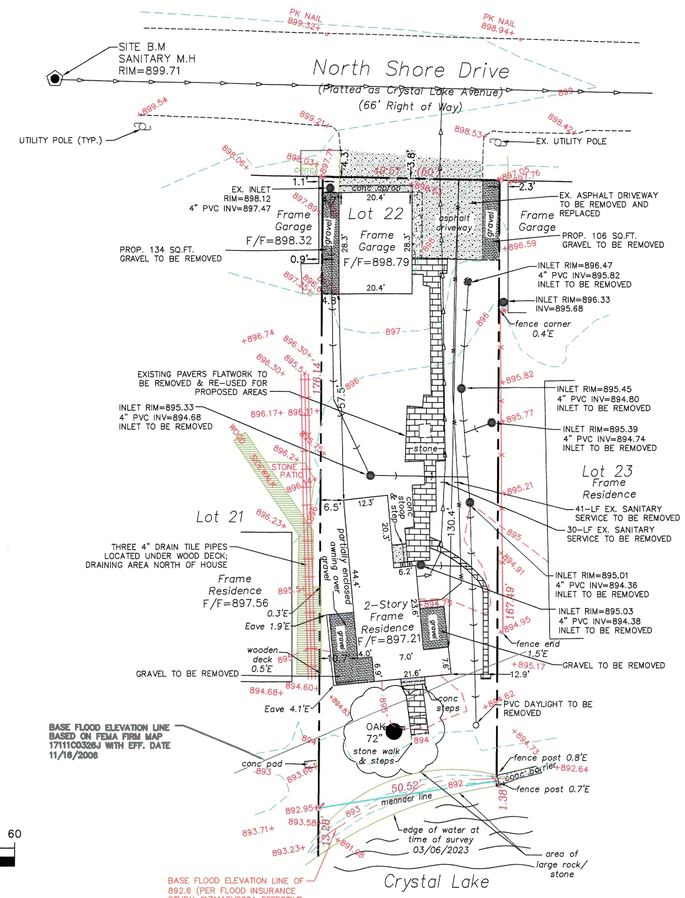
WATER & SEWER NOTE:

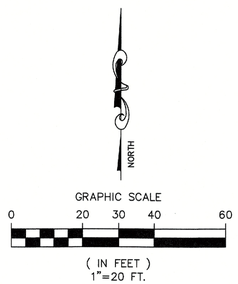
PROPOSED WATER & SANITARY SERVICE CONNECTION LOCATIONS TO BE FIELD VERIFIED BY GENERAL CONTRACTOR. GENERAL CONTRACTOR TO VERIFY THE CONDITION OF THE EXISTING WATER AND SEWER SERVICES, AND IF THEY ARE DAMAGED THEY SHALL BE REPLACED AS NECESSARY.

IMPERVIOUS AND DISTURBANCE AREAS DATA:

EXISTING IMPERVIOUS	
FRAME GARAGE:	577 SQ.FT.
GRAVEL:	498 SQ.FT.
CONCRETE APRON/STEPS/STOOP:	73 SQ.FT.
ASPHALT:	483 SQ.FT.
RESIDENCE:	851 SQ.FT.
STONE PAVERS:	625 SQ.FT.
TOTAL EXISTING IMPERVIOUS:	3,107 SQ.FT.
EXISTING IMPERVIOUS TO BE REMOVED	2,041 SQ.FT.

EXISTING CONDITIONS





PLANS PREPARED FOR:
DAVE HOLLANDER
921 NORTH SHORE DR
CRYSTAL LAKE, IL 60014
810-623-8935
DKHOLLANDER@ATT.NET

REVISIONS		
DATE	DESCRIPTION	

Permit Number HEALTH
-

Permit Number PLANNING
-

LICENSED PROFESSIONAL ENGINEER
ALBERT M SCHMITT
062-048281
ILLINOIS
EXPIRES 11-30-2023

RESIDENTIAL SITE PLAN
921 NORTH SHORE DR
CRYSTAL LAKE, IL 60014
P.I.N. 18-01-229-044

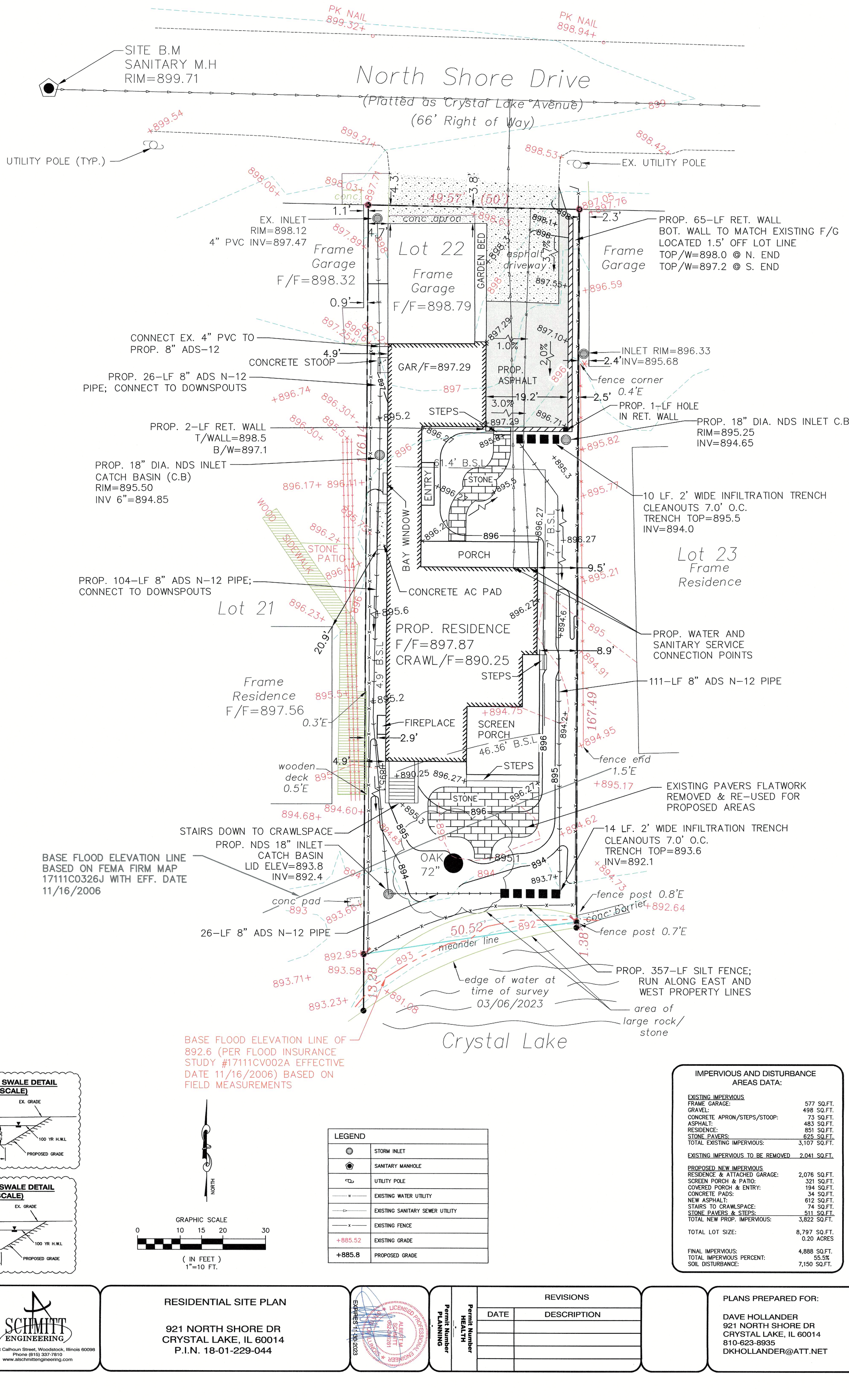
SCHMITT ENGINEERING
215 West Calhoun Street, Woodstock, Illinois 60098
Phone: 815-337-0909
www.alschmittengineering.com

Drawn By	TJM
Checked By	AMS
Date	08/01/2023
Scale	1" = 20 Ft.
Job Number	230418

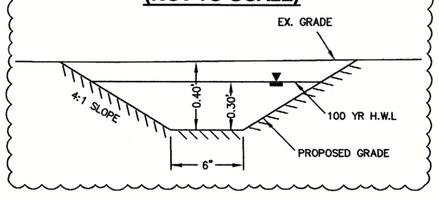
SHEET 1 OF 3

Y:\PLATS\2023\230418-Hollander 921 North Shore Dr CL_T-\230418.dwg-SITE-2/1/2008 3:04 PM

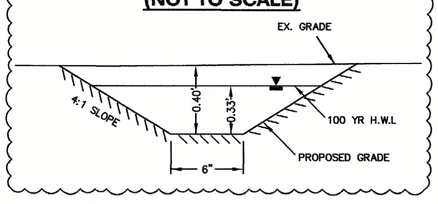
PROPOSED CONDITIONS



EAST SIDE YARD SWALE DETAIL (NOT TO SCALE)



WEST SIDE YARD SWALE DETAIL (NOT TO SCALE)



GRAPHIC SCALE

0 10 15 20 30

(IN FEET)
1"=10 FT.

LEGEND	
	STORM INLET
	SANITARY MANHOLE
	UTILITY POLE
w	EXISTING WATER UTILITY
	EXISTING SANITARY SEWER UTILITY
x	EXISTING FENCE
+885.52	EXISTING GRADE
+885.8	PROPOSED GRADE

IMPERVIOUS AND DISTURBANCE AREAS DATA:

EXISTING IMPERVIOUS	
FRAME GARAGE:	577 SQ.FT.
GRAVEL:	498 SQ.FT.
CONCRETE APRON/STEPS/STOOP:	73 SQ.FT.
ASPHALT:	483 SQ.FT.
RESIDENCE:	851 SQ.FT.
STONE PAVERS:	625 SQ.FT.
TOTAL EXISTING IMPERVIOUS:	3,107 SQ.FT.
EXISTING IMPERVIOUS TO BE REMOVED	2,041 SQ.FT.
PROPOSED NEW IMPERVIOUS	
RESIDENCE & ATTACHED GARAGE:	2,076 SQ.FT.
SCREEN PORCH & PATIO:	321 SQ.FT.
COVERED PORCH & ENTRY:	194 SQ.FT.
CONCRETE PADS:	34 SQ.FT.
NEW ASPHALT:	612 SQ.FT.
STAIRS TO CRAWLSPACE:	74 SQ.FT.
STONE PAVERS & STEPS:	511 SQ.FT.
TOTAL NEW PROP. IMPERVIOUS:	3,822 SQ.FT.
TOTAL LOT SIZE:	8,797 SQ.FT. 0.20 ACRES
FINAL IMPERVIOUS:	4,888 SQ.FT.
TOTAL IMPERVIOUS PERCENT:	55.5%
SOIL DISTURBANCE:	7,150 SQ.FT.

SHEET 2 OF 3

Drawn By TJM
Checked By AMS
Date 08/01/2023
Scale 1" = 10 Ft.
Job Number 230418

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RESIDENTIAL SITE PLAN

921 NORTH SHORE DR
CRYSTAL LAKE, IL 60014
P.I.N. 18-01-229-044

LICENSED PROFESSIONAL ENGINEER ALBERT M. SCHMITT 062.046281 STATE OF ILLINOIS
EXPIRES 11/30/2023

Permit Number PLANNING
Permit Number HEALTH

REVISIONS	
DATE	DESCRIPTION

PLANS PREPARED FOR:

DAVE HOLLANDER
921 NORTH SHORE DR
CRYSTAL LAKE, IL 60014
810-623-8935
DKHOLLANDER@ATT.NET

GE-02a

GENERAL SITE-WORK:

1. Pre-Construction meeting shall be conducted with City Staff and all Contractors prior to commencing any grading or underground utility construction activities (schedule meeting with the Community Development Department at 815-356-3605).
2. 24-hour Emergency contact numbers shall be provided to City Staff at the Pre-Construction meeting.
3. Working hours shall be limited to the hours of 7:00 a.m. and 7:00 p.m. on weekdays only (except in cases of emergency). Non-emergency work on weekends or holidays is not permitted per City Code except under written permission from the City Engineer. The owner is responsible for the City Inspector cost of overtime inspection beyond the normal eight (8) hour day, including weekends and holidays.
4. Public/private streets shall be kept free of dirt and debris with regular cleaning, sweeping, and scraping conducted by the Contractor. Junk and debris shall not be allowed to accumulate, blow, or scatter onto streets or adjacent properties.
5. J.U.L.I.E. shall be contacted for utility locations on-site and in the adjacent rights-of-way.
6. Contractor shall provide and maintain fencing, barricades, traffic control signs, and other safeguarding measures during the course of all work to protect the public from the construction operations.
7. Maintain access to adjacent streets during construction. No closing of streets unless approval is first obtained from the agency with jurisdiction (City of Crystal Lake, McHenry County Department of Transportation, Illinois Department of Transportation, etc).
8. Any damage to public right-of-way, public utilities, streets, curb, etc. shall be repaired/replaced as soon as possible and as directed by the City Engineer.
9. The contractor shall give the City of Crystal Lake, Illinois Department of Transportation, and any other governmental agency having jurisdiction, at least two (2) working days notice excluding Saturday and Sunday prior to the initiation of any phase of construction. Contractor shall immediately notify if construction has ceased and renew the two (2) working day notification thereafter.
10. The Contractor shall be responsible for obtaining all required permits for construction prior to commencement along or across existing streets or highways. The Contractor shall make arrangements for the proper bracing, shoring and other protection of all roadways before construction begins.

GRADING:

1. The grading and construction of the site improvements shall not cause ponding of storm sewer water. All areas adjacent to these improvements shall be graded to allow positive drainage.
2. The proposed grading elevations shown on the plans are finished grade. A minimum of six (6) inches of topsoil is to be placed before finished grade elevations are achieved.
3. Embankment material within parkway and open space areas shall be compacted to a minimum of ninety percent (90%) of maximum density in accordance with ASTM Specification D-1557 (modified proctor method), or to such other density as may be determined appropriate by the soils engineer.
4. All subgrade material shall have a minimum CBR (California Bearing Ratio) of 3.0 as determined by the soils engineer, or base replacement and pavement design revisions shall be provided which are adequate to obtain equivalent pavement strength.
5. Proposed pavement areas, building pads, driveways and sidewalks and yard/open space areas shall be excavated or filled to plus or minus 0.1 foot of design subgrade elevations by the Contractor.
6. Any borrow pit locations shall be identified by the Contractor on a copy of the approved site plans and forwarded to the Engineering Division at least 24-hours prior to excavation. Provide backfill compaction reports from a geotechnical engineer and as-built plans to the Engineering Division for any borrow pit area.
7. Backfill shall be monitored by a geotechnical engineer on-site with compaction reports forwarded to the Engineering Division for review.
8. Water truck shall be on-site at all times during mass-grading operations and be available as needed for the purposes of dust control or at the request of City Staff.
9. Use of City fire hydrants is not allowed unless approved (separate from this permit) by the Public Works Department and a hydrant meter and RPZ is obtained from the City of Crystal Lake Water Division (815-356-3614). Only the City of Crystal Lake Water Division may operate valves and hydrants.

Revised:	Drawing Name	Drawing Number	
1. 06/12/2015	STANDARD NOTES AND SPECIFICATIONS	GE-02a	City of Crystal Lake Illinois
2.		Date: 01/30/15	
3.		Drawn DD / Checked AW	
4.			

L:\ENGINEERING AND BUILDING\ENGINEERING DETAILS AND STANDARDS\

GE-02b

TOPSOIL STOCKPILING:

1. Location of any on-site topsoil stockpiles shall be identified on the approved plans with silt fence installed around the perimeter of the stockpile.
2. Topsoil stockpiled for future use shall be relatively free from large roots, sticks, weeds, brush, stones larger than one (1) inch diameter, or other litter and waste products including other extraneous materials not conducive to plant growth.
3. Topsoil shall be stockpiled in sequence to eliminate any re-handling or double movements by the Contractor. Failure to properly sequence the stockpiling operations shall not constitute a claim for additional compensation. No material shall be stockpiled in front yards, in utility easements, or in the right-of-way lines.
4. If a stockpile is to remain in place for more than (14) calendar days, it is required that the stockpile meet the requirements as outlined in section 595 of the City Code.

UNDERGROUND UTILITY:

1. The Contractor shall coordinate water main, water service, sanitary and storm sewer inspections and testing with the Community Development at least 24 hours in advance.
2. All main line sanitary shall be cleaned and televised (provide DVD to the City's Engineering Division).
3. All manholes or valve covers shall be imprinted "City of Crystal Lake Sanitary", or "City of Crystal Lake Storm", or "City of Crystal Lake Water" as directed by the City.
4. Reference the latest edition of the Standard Specifications for Water and Sewer Main Construction in Illinois.
5. Existing manholes to be circular cored and booted.

EROSION CONTROL:

1. All specified erosion control measures shall be installed and maintained per the requirements of the Crystal Lake Stormwater Ordinance in accordance with the active NPDES permit.
2. All slopes 4:1 or steeper shall be sodded or blanketed immediately after mass earthwork.
3. All overland flow routes to be stabilized by sod or blanket.
4. Erosion control measures to be inspected and approved by City Engineering Division prior to additional work on site.
5. Continuous monitoring of erosion control measures is required. Maintain records of weekly reports per the City of Crystal Lake Stormwater Ordinance.
6. The Contractor shall implement any additional erosion control measures deemed necessary by the City per the standards of the City Of Crystal Lake Stormwater Ordinance.
7. All storm sewer catch basins, sumps and/or retention basins provided are to be cleaned at the end of construction of the project prior to final acceptance. Cleaning may also be required during the course of the construction of the project if it is determined that the silt and debris traps are not properly functioning and their performance is impaired.
8. Rip-rap material RR 2 (6") - RR4 (16") shall be in accordance with Article 281 and grouted in place according to Article 601 of the IDOT Standard Specifications.
9. Projects of 1 Acre or greater must obtain an NPDES permit prior to commencement of any construction activity.

Revised:	Drawing Name	Drawing Number	
1. 06/12/2015	STANDARD NOTES AND SPECIFICATIONS	GE-02b	City of Crystal Lake Illinois
2.		Date: 01/30/15	
3.		Drawn DD / Checked AW	
4.			

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GE-02d

WATER MAIN:

1. Water main shall be Ductile Iron or Molecularly Oriented Polyvinyl Chloride (PVCO).
   a) Ductile Iron water main shall be Class 52 conforming to ANSI/AWWA C151/A21.51-09.
   b) Gaskets and cast iron fittings shall conform to ANSI/AWWA C111/A21.11 and ANSI/AWWA C110/A21.10 respectively.
   c) PVCO - See City Detail UW-12 and UW-13.
2. Thrust blocking or Mega-Lug or pre-approved equal shall be installed on water mains at all bends, tees, elbows, etc. except as noted below.
3. Thrust blocks not permitted with 45 degree vertical bends in water main (these shall be restrained with Mega-Lug or pre-approved equal.
4. When specified, ductile iron pipe shall be encased in polyethylene and shall conform with ANSI/AWWA C105/A21.10 - 10 and ASTM A674-10.
5. Minimum cover from finished grade to top of water main shall be six (6) feet; Maximum cover shall be eight (8) feet.
6. Water Main Taps: An Illinois licensed plumber is required for any water main tap.
7. All water mains shall be subjected to a pressure test and a separate leakage test at system pressure for 24 hours by the Contractor. Hydrostatic pressure test and leakage test shall be based on 125 PSI for two (2) hours. Water mains shall be chlorinated in accordance with the Standard Specifications.
8. The Underground Contractor shall consider incidental to the contract any chlorination and testing of existing water main where connections to and conclusion of such mains is indicated on the drawing.

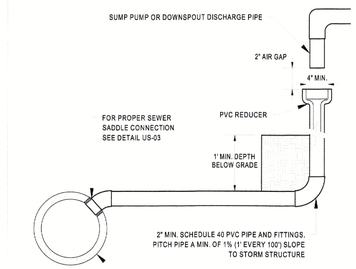
PAVING:

1. All subgrades and bases shall be proof-rolled and approved by the Engineering Division prior to base or binder installation.
2. Subgrade and proposed pavements shall be finished by the Excavation Contractor to within 0.1 foot plus or minus, of plan elevation.
3. The Paving Contractor shall ensure that the subgrade has been properly prepared and that the finished top of subgrade elevation has been graded within the tolerances allowed in these specifications. Unless the Paving Contractor advises the owner and engineer in writing prior to fine grading for base course construction, it is understood that the Contractor has approved and accepts responsibility for the subgrade.
4. For the purpose of providing handicap accessibility and complying with the American Disability Act and City Standards, curbs shall be depressed at locations where public walks or pedestrian paths intersect curb lines at street intersections and other locations as directed.
5. ¾ inch thick premolded fiber expansion joints with two (2) No. 4 plain round steel dowel bars shall be installed at designated intervals and at all P.C., P.T., curb returns and at the end of each pour. Alternate ends of the dowel bars shall be greased and fitted with metal expansion tubes.
6. ¾ inch thick fiber expansion joints shall be used in every case where the sidewalk coincides with the curb and gutter. Contraction joints shall be saw cut at designated intervals in the curb. The cost of these joints shall be considered as incidental to the cost of the contract.
7. All poured in place concrete curb and gutter shall incorporate two (2) No. 4 reinforcing bars installed wherever the curb and gutter crosses utility service lines, the cost of which shall be considered incidental to the cost of concrete curb and gutter.
8. Sidewalks (where required) shall be of the thickness and dimensions as shown in the construction plans. All sidewalk concrete shall be a minimum of 6.1 bag mix (or IDOT class SI concrete) and shall develop a minimum of 3,500 psi compressive strength at fourteen (14) days. Contraction joints shall be set at five (5) foot centers, and one-half inch (½ inch) premolded fiber expansion joints at fifty (50) foot centers and where the sidewalk meets the curb or another sidewalk, or at the end of each pour. All sidewalks constructed over utility trenches and/or abutting driveway aprons shall be reinforced with three (3) No. 4 reinforcing bars (10 foot minimum length).

Revised:	Drawing Name	Drawing Number	
1. 06/12/2015	STANDARD NOTES AND SPECIFICATIONS	GE-02d	City of Crystal Lake Illinois
2.		Date: 01/30/15	
3.		Drawn DD / Checked AW	
4.			

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UD-04



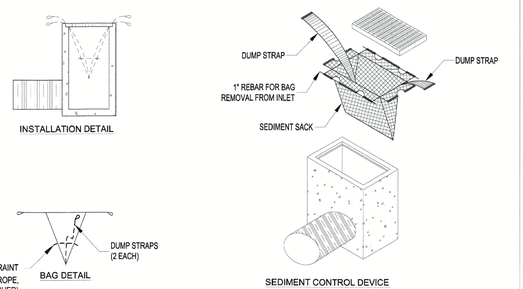
NOTES:

1. A PERMIT WILL BE REQUIRED FOR ANY CONNECTION INTO A CITY UTILITY. A SCALED DRAWING IS REQUIRED.
2. DRAIN LINE IS PRIVATE AND OWNER IS RESPONSIBLE FOR ALL MAINTENANCE AND REPAIR TO LINE.
3. RESTORATION OF THE PARKWAY (WHEN APPLICABLE) WILL REQUIRE USING 4" OF TOP SOIL, SOD AND WATERING TO ENSURE GROWTH.
4. CONNECTION TO STORM SEWER PIPE SHALL BE CORED AND BOOTED OR HYDRAULIC CEMENTED. CONNECTION MUST BE INSPECTED PRIOR TO BEING BACKFILLED.
5. "JULIE" LOCATES ARE REQUIRED PRIOR TO ANY EXCAVATIONS.
6. WHEN CONNECTING TO A PVC STORM SEWER, THE USE OF A SADDLE IS MANDATORY.
7. ALL EXCAVATIONS MUST BE BARRICADED SECURELY.
8. USE CITY STANDARD UG-03 FOR TRENCH CROSS SECTION WHEN INSTALLING UNDER OR WITHIN 2' OF A PAVED SURFACE.
9. IF WORK IS WITHIN THE RIGHT-OF-WAY, CONTRACTOR MUST HAVE $10,000 LICENSE AND PERMIT BOND ON FILE WITH THE BUILDING DIVISION.

Revised:	Drawing Name	Drawing Number	
1. 06/12/2015	SUMP PUMP OR DOWNSPOUT CONNECTION	UD-04	City of Crystal Lake Illinois
2. KL 1/25/2021 INCLUDE DOWNSPOUT CONNECTIONS		Date: 05/28/2015	
3.		Drawn JH / Checked AW	
4.			

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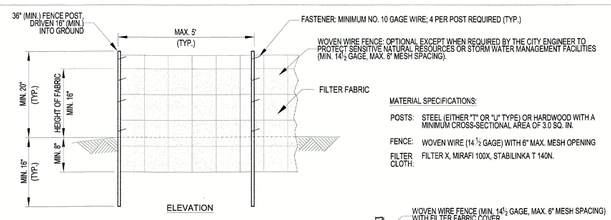
EC-04



Revised:	Drawing Name	Drawing Number	
1. 06/12/2015	INLET SEDIMENT CONTROL DEVICE	EC-04	City of Crystal Lake Illinois
2.		Date: 11/2/2007	
3.		Drawn EM / Checked AW	
4.			

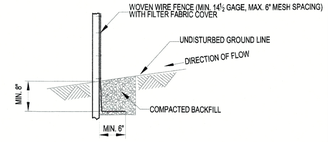
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EC-01



NOTES:

1. TEMPORARY SEDIMENT FENCE SHALL BE INSTALLED PRIOR TO ANY GRADING WORK IN THE AREA TO BE PROTECTED. THEY SHALL BE MAINTAINED, AS NEEDED, THROUGHOUT THE CONSTRUCTION PERIOD AND REMOVED IN CONJUNCTION WITH THE FINAL GRADING AND SITE STABILIZATION.
2. WOVEN WIRE FENCE TO BE FASTENED SECURELY TO FENCE POST WITH TIES OR STAPLES
3. FILTER CLOTH TO BE FASTENED SECURELY TO WOVEN WIRE FENCE WITH TIES SPACED EVERY 24" AT TOP AND MID-SECTION
4. WHEN TWO (2) SECTIONS OF FILTER CLOTH ADJOIN EACH OTHER THEY SHALL BE OVERLAPPED BY SIX (6) INCHES AND FOLDED
5. MATERIAL SHALL BE REMOVED WHEN BULGES DEVELOP IN THE SILT FENCE
6. DOUBLE ROWS OF SILT FENCE SPACED FIVE (5) FEET APART SHALL BE PLACED AROUND EXISTING STORMWATER MANAGEMENT FACILITIES OR WETLANDS AS ADDITIONAL PROTECTION WHEN REQUIRED BY CITY ENGINEER

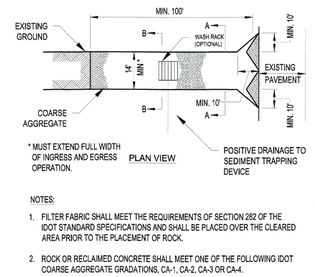


FABRIC ANCHOR DETAIL

Revised:	Drawing Name	Drawing Number	
1. 06/12/2015	SILT FENCE	EC-01	City of Crystal Lake Illinois
2.		Date: 12/4/2012	
3.		Drawn DD / Checked AW	
4.			

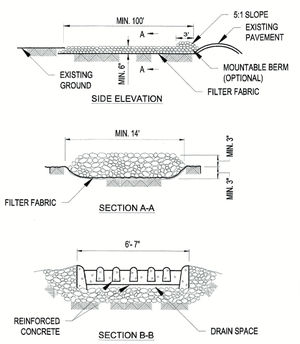
L:\ENGINEERING AND BUILDING\ENGINEERING DETAILS AND STANDARDS\

EC-02



NOTES:

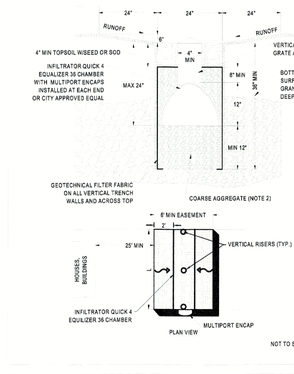
1. FILTER FABRIC SHALL MEET THE REQUIREMENTS OF SECTION 282 OF THE IDOT STANDARD SPECIFICATIONS AND SHALL BE PLACED OVER THE CLEARED AREA PRIOR TO THE PLACEMENT OF ROCK.
2. ROCK OR RECLAIMED CONCRETE SHALL MEET ONE OF THE FOLLOWING IDOT COARSE AGGREGATE GRADATIONS, CA-1, CA-2, CA-3 OR CA-4.
3. ANY DRAINAGE FACILITIES REQUIRED BECAUSE OF WASHING SHALL BE CONSTRUCTED ACCORDING TO MANUFACTURER'S SPECIFICATIONS.
4. IF WASH RACKS ARE USED, THEY SHALL BE INSTALLED ACCORDING TO THE MANUFACTURER'S SPECIFICATIONS.



Revised:	Drawing Name	Drawing Number	
1. 06/12/2015	CONSTRUCTION ENTRANCE	EC-02	City of Crystal Lake Illinois
2.		Date: 07/31/2012	
3.		Drawn DD / Checked AW	
4.			

L:\ENGINEERING AND BUILDING\ENGINEERING DETAILS AND STANDARDS\

UD-05

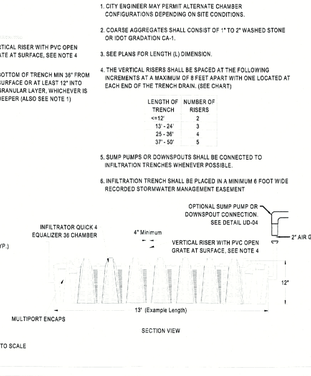


NOTES:

1. CITY ENGINEER MAY PERMIT ALTERNATE CHAMBER CONFIGURATIONS DEPENDING ON SITE CONDITIONS.
2. COARSE AGGREGATES SHALL CONSIST OF 1" TO 2" WASHED STONE OR IDOT GRADATION CA-1.
3. SEE PLANS FOR LENGTH (L) DIMENSION.
4. THE VERTICAL RISERS SHALL BE SPACED AT THE FOLLOWING INCREMENTS AT A MAXIMUM OF 8 FEET APART WITH ONE LOCATED AT EACH END OF THE TRENCH DRAIN. (SEE CHART)

LENGTH OF TRENCH	NUMBER OF RISERS
<=12'	2
13' - 24'	3
25 - 36'	4
37' - 50'	5

5. SUMP PUMPS OR DOWNSPOUTS SHALL BE CONNECTED TO INFILTRATION TRENCHES WHENEVER POSSIBLE.
6. INFILTRATION TRENCH SHALL BE PLACED IN A MINIMUM 6 FOOT WIDE RECORDED STORMWATER MANAGEMENT EASEMENT



NOT TO SCALE

Revised:	Drawing Name	Drawing Number	
1. KL 4/16/2020 Quick 4 Chamber	INFILTRATION TRENCH	UD-05	City of Crystal Lake Illinois
2.KL 1/25/2021 Sump Pump/Downspout Connection		Date: 08/01/2019	
3.		Drawn DD / Checked MM	
4.			

L:\ENGINEERING AND BUILDING\ENGINEERING DETAILS AND STANDARDS\

PLANS PREPARED FOR:
DAVE HOLLANDER
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810-623-8935
DKHOLLANDER@ATT.NET

REVISIONS

DATE	DESCRIPTION

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Permit Number PLANNING
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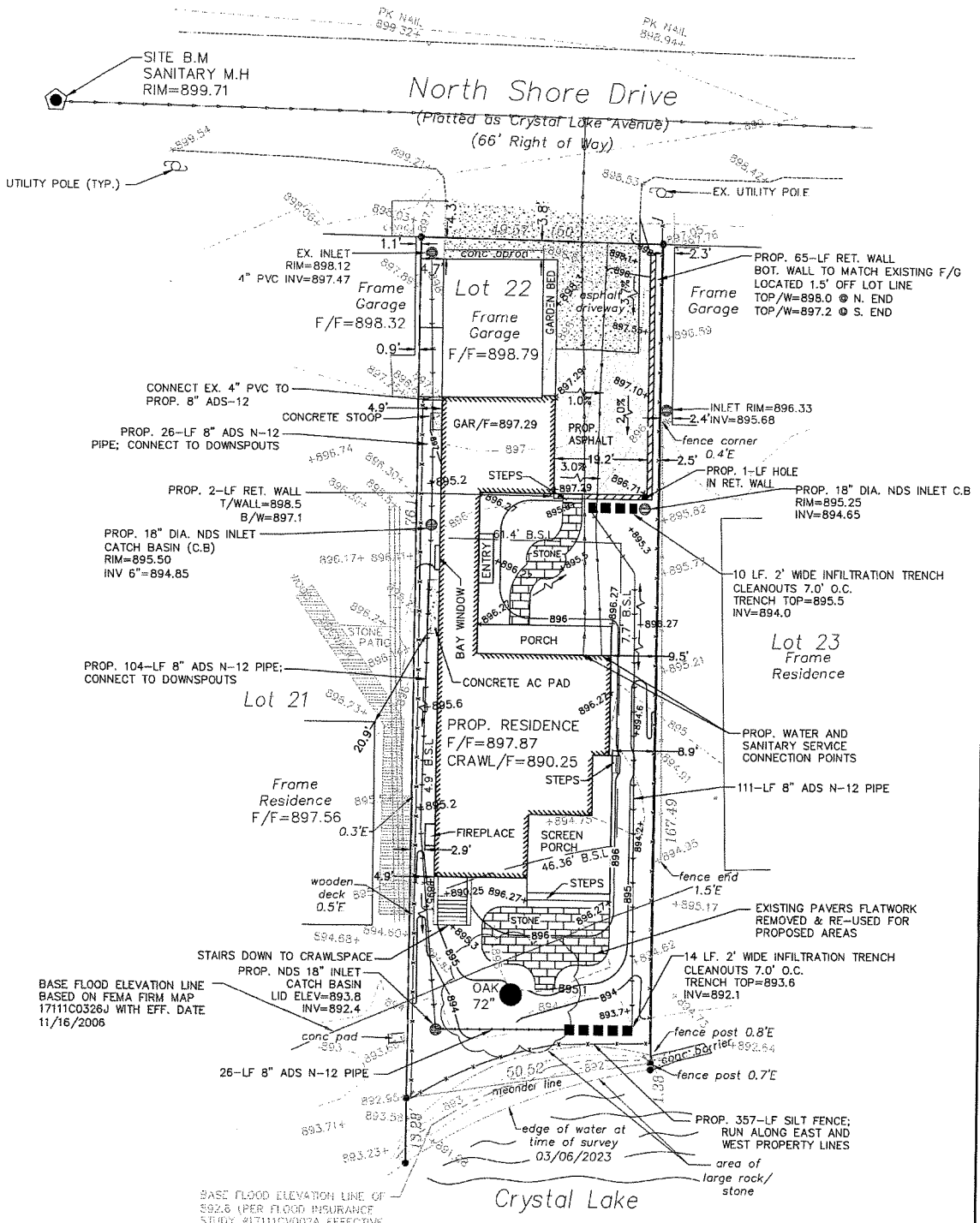
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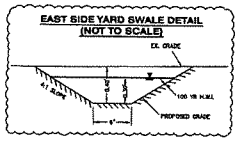
SHEET 3 OF 3

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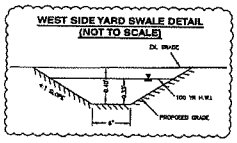
PROPOSED CONDITIONS



EAST SIDE YARD SWALE DETAIL (NOT TO SCALE)



WEST SIDE YARD SWALE DETAIL (NOT TO SCALE)



NORTH

GRAPHIC SCALE
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(IN FEET)
1"=10 FT.

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STAIRS TO CRAWLSPACE:	74 SQ.FT.
STONE PAVERS & STEPS:	511 SQ.FT.
TOTAL NEW PROP. IMPERVIOUS:	3,822 SQ.FT.
TOTAL LOT SIZE:	8,797 SQ.FT. 0.20 ACRES
FINAL IMPERVIOUS:	4,888 SQ.FT.
TOTAL IMPERVIOUS PERCENT:	55.5%
SOIL DISTURBANCE:	7,150 SQ.FT.

SHEET 2 OF 3

230418 | Job Number
1" = 10 FT. | Scale
08/01/2023 | Date
AMS | Checked By
T.J.M. | Drawn By

SCHMITT ENGINEERING
515 West Calhoun Street, Woodstock, Illinois 60098
Phone (815) 337-7610
www.schmittengineering.com

RESIDENTIAL SITE PLAN

921 NORTH SHORE DR
CRYSTAL LAKE, IL 60014
P.I.N. 18-01-229-044

Expiration Date: 11/30/2023

REVISIONS	
DATE	DESCRIPTION

Permit Number
PLANNING
HEALTH

PLANS PREPARED FOR:

DAVE HOLLANDER
921 NORTH SHORE DR
CRYSTAL LAKE, IL 60014
810-623-8935
DKHOLLANDER@ATT.NET

August 31, 2023

Jason and Jennifer Larry (East Neighbor)
917 North Shore Drive
Crystal Lake, IL 60014

Elizabeth Maxwell
City of Crystal Lake
Community Development
100 W. Woodstock Street
Crystal Lake, IL 60014

Dear Crystal Lake Planning & Zoning Members,

Re: 921 North Shore Drive Application

We are writing this letter in support of the recently submitted Application for the new home construction at 921 North Shore Drive. The applicants have graciously included us in the design process and we feel the planned design fits tastefully into the neighborhood.

We are happy to make ourselves available both during the approval process as well as during the build to ensure the applicants and jurisdiction have necessary support.

Regards,



Jason and Jennifer Larry

Brian and Melinda Wolfe
947 North Shore Drive
Crystal Lake, IL 60014

Elizabeth Maxwell
City of Crystal Lake
Community Development
100 W. Woodstock Street
Crystal Lake, IL 60014

Dear Crystal Lake Planning & Zoning Members,

Re: 921 North Shore Drive Application

I am writing this letter in support of the recently submitted Application for the new home construction at 921 North Shore Drive.

We have seen the external drawings and think the new home would be a welcome addition to the neighborhood. The Hollanders have done a nice job working with the narrow lot to create a beautiful home with significant green space and lake views.

Best regards,

Brian and Melinda Wolfe

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: Bid Award – Sidewalk Entrance Replacement at Municipal Complex

Staff Recommendation: Motion to award the bid for the Sidewalk Entrance Replacement at the Municipal Complex to the lowest responsive and responsible bidder, Tiles In Style, LLC, and adopt a Resolution authorizing the City Manager to execute a contract with Tiles In Style, LLC in the amount of $42,034.00, execute change orders for up to 10% of the contract amount, and approve warranted completion date change orders relating to the contract.

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

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Background:
The sidewalk at the main entrance to City Hall has reached the end of its service life and requires replacement. Additionally, the side entrance to the Police Department presents a trip hazard that requires replacement of the existing sidewalk. The sidewalk at the main entrance previously showed signs of spalling and cracking and was repaired using a decorative concrete overlay to extend its life. However, this decorative overlay has now failed as well and the sidewalk must be replaced entirely. The sidewalk at the Police Department entrance presents a tripping hazard and will be replaced with a new sidewalk eliminating the hazard. The sidewalk replacements will allow for the Municipal Complex to remain compliant with the Americans with Disabilities Act (ADA).

The City of Crystal Lake publically opened and read the bids on September 12, 2023. The bid results are summarized as follows:

Bidder	Bid Price
Tiles In Style, LLC [1]	$42,034.00
Honch Concrete, LLC	$46,639.00
Landmark Contractors, Inc.	$52,870.50
Alliance Contractors, Inc.	$68,802.50

[1] Indicates Recommended Lowest Responsive and Responsible Bidder.

Recommendation:
The contract award amount of $42,034.00 includes the removal and replacement of the sidewalk at the main entrance to City Hall and removal and replacement of the sidewalk and decorative cobblestone pavers at the side entrance to the Police Department. This project is included in the Fiscal Year 2023/2024 Capital Budget.

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.

Staff has reviewed the bids and checked the references for Tiles In Style, LLC. They meet all of the City's requirements. Funds are available in the FY2023/2024 budget for this work.

Votes Required to Pass:
Simple majority

RESOLUTION

WHEREAS the sidewalk at the main entrance of City Hall and the side entrance of the Police Department require replacement; and

WHEREAS the CITY advertised, received and publicly opened the bids for the Sidewalk Entrance Replacement at the Municipal Complex project on September 12, 2023; and

WHEREAS the lowest responsive and responsible bidder is Tiles In Style, LLC

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 Tiles In Style, LLC for the Sidewalk Entrance Replacement at the Municipal Complex project in the bid amount $42,034.00; and

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

DATED this 19th day of September, 2023.

Draft

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: September 19, 2023
APPROVED: September 19 2023

Draft

Municipal Complex Entrance Sidewalk Replacement
Bid Opening: 9/12/23, 10:00am

Bidder	Bid
Tiles in Style	$42,034.00
Honch Concrete	$46,639.00
Landmark Contractors	$52,870.50
Alliance Contractors	$68,802.50

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: Bid Award – Wastewater Treatment Plant Liquid Aluminum Sulfate (ALUM) Purchase

Staff Recommendation: Motion to award the bid for the purchase of Liquid Aluminum Sulfate to the lowest responsive, responsible bidder, USALCO, LLC, and adopt a Resolution authorizing the City Manager to execute a one-year contract with USALCO, LLC for the purchase of Wastewater Treatment Plant Liquid Aluminum Sulfate (ALUM) in the amount of $450.19 per dry ton.

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

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Background:
Liquid Aluminum Sulfate (ALUM) is used at the City's two wastewater treatment plants for phosphorous and barium removal as required by each facility's National Pollution Discharge Elimination System (NPDES) permit. In 2022, the City of Crystal Lake's Wastewater Treatment Plants used approximately 337 dry tons of Liquid Aluminum Sulfate.

On September 11, 2023 the City of Crystal Lake publicly opened and read aloud the bids received for the purchase of Wastewater Treatment Plant Liquid Aluminum Sulfate (ALUM). The bid results are summarized as follows:

Bidder	Bid Price Per Dry Ton
USALCO, LLC [1]	$450.19
Alexander Chemical Corporation	$508.25
Chemtrade Chemicals US, LLC	$655.00

[1] Indicates Recommended Lowest Responsive and Responsible Bidder

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. The current City contract is with USALCO at a price of $448.51 per dry ton. It is the recommendation of staff to award a one-year contract for the purchase of Wastewater Treatment Plant Liquid Aluminum Sulfate (ALUM) to the lowest responsible, responsive bidder, USALCO, LLC in the bid amount of $450.19 per dry ton.

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.

Liquid Aluminum Sulfate is a necessary chemical in the wastewater treatment process and funds for this purchase are budgeted each fiscal year.

Votes Required to Pass:

Simple Majority

RESOLUTION

WHEREAS Liquid Aluminum Sulfate is required for the treatment of wastewater at the City of Crystal Lake's Wastewater Treatment Plants; and

WHEREAS the CITY advertised, received, and publicly opened the bids for the purchase of Wastewater Treatment Liquid Aluminum Sulfate on September 11, 2023; and

WHEREAS the lowest responsive and responsible bidder is USALCO, LLC.

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 one-year contract between the CITY OF CRYSTAL LAKE and USALCO, LLC for the purchase of Wastewater Treatment Plant Liquid Aluminum Sulfate (ALUM) in the amount of $450.19 per dry ton.

DATED this 19th day of September, 2023.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

Draft

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: September 19, 2023
APPROVED: September 19 2023

Draft

Liquid Aluminum Sulfate		
Bid Opening: 9/11/23, 10:00am		
Company	**Year 1 (2024)**	**Optional (2025)**
USALCO	$450.19	No Bid
Alexander Chemical Corp	$508.25	No Bid
Chemtrade Chemicals US LLC	$655.00	No Bid
Pencco, Inc.	No Bid	No Bid

Agenda Item No: 17

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: Bid Award – Salt Storage Building Construction Project and Appropriation of Motor Fuel Tax (MFT) Funds

Staff Recommendation: Motion to:

1. Award the contract for the Salt Storage Building Construction Project to the lowest responsive, responsible bidder, Wm. Tonyan & Sons, Inc., and adopt a Resolution authorizing the City Manager to execute a contract with Wm. Tonyan & Sons, Inc. in the amount of $609,400.00 with a 10% contingency (total of $670,340) for unforeseen expenses and approve warranted completion date extensions

2. Appropriate $670,340 in Motor Fuel Tax Funds

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

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Background:
The Department of Public Works desires to construct a second salt storage facility in order to increase the City's salt storage capacity and promote efficiency during snow plowing and salting operations. The new salt storage building will be located at Wastewater Treatment Plant 2 (1100 Coventry Lane) and allow for the storage of an additional 3,000 tons of road salt increasing the City's salt storage capacity to 7,600 tons (a 65% increase). Road salt is an essential component of the Public Works Department winter snow fighting activities and additional storage capacity for salt provides improved operational preparedness. Additionally, the second salt location will improve efficiency of plow trucks operating on the south side of the City by decreasing travel time currently needed to load at the Municipal Complex at City Hall.

Bids were advertised publically, opened, and read out loud on August 30, 2023. The results of the bids are presented in the table below:

Bidder	*Bid*
Wm. Tonyan & Sons, Inc. [1]	$609,400.00
Curran Contracting Co.	$949,250.00

[1] Indicates Recommended Lowest Responsive and Responsible Bidder

Construction of this type of storage building is a specialized service with limited contractors in our service area bidding on this type of work. While the City strives to obtain three or more bids for construction projects, some projects receive less than three bids due to the work type, contractor availability, and market conditions. Staff views these two bids as representative and fair for the work.

The City receives Motor Fuel Tax (MFT) funds through the State of Illinois. The attached Motor Fuel Tax (MFT) resolution appropriates $670,340 in MFT funds. The Illinois Department of Transportation (IDOT) administers MFT funds, and therefore the City must follow IDOT procedures and requirements. IDOT requires a separate resolution to allocate MFT funds, so attached are a resolution awarding the contract for the salt storage building contract and the IDOT MFT Appropriation Resolution for Improvement under the Illinois Highway Code. The MFT appropriation includes the ten percent (10%) contingency.

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

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 the bids received for completeness and accuracy in accordance with the invitation to bid document. The City has worked with the contractor previously with satisfactory results. The salt storage building will be paid for using Motor Fuel Tax funds and is included in the FY 2023/2024 budget. Therefore, it is the recommendation of staff to award the contract to the lowest responsive, responsible bidder, Wm. Tonyan & Sons, Inc. to construct the salt storage building at 1100 Coventry Lane, in accordance with the terms and conditions of the bid document.

Votes Required to Pass:

Simple Majority

RESOLUTION

WHEREAS the construction of a Salt Storage Building at 1100 Coventry Lane is desirable in order to increase the City's salt storage capacity and promote efficiency during snow removal operations; and

WHEREAS the CITY received and publicly opened bids for the Salt Storage Building Construction Project on August 30th, 2023; and

WHEREAS the lowest responsive and responsible bidder is Wm. Tonyan & Sons, Inc., McHenry, IL.

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 Wm. Tonyan & Sons, Inc. for the Salt Storage Building Construction Project in the amount of $609,400.00; and

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

DATED this 19th day of September, 2023.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

Draft

SEAL

ATTEST

_____

Nick Kachiroubas, CITY CLERK

PASSED: September 19, 2023
APPROVED: September 19, 2023

Draft

Illinois Department of Transportation

Resolution for Improvement Under the Illinois Highway Code

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

Resolution Type	Resolution Number	Section Number
Original		22-00135-00-MS

BE IT RESOLVED, by the Council (Governing Body Type) of the City (Local Public Agency Type)
of Crystal Lake (Name of Local Public Agency) Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract (Contract or Day Labor).

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed
Salt Storage Building			1100 Coventry Ln	

BE IT FURTHER RESOLVED,
1. That the proposed improvement shall consist of
Construction of a salt storage building at 1100 Coventry Lane.

2. That there is hereby appropriated the sum of Six hundred seventy thousand three hundred forty Dollars ($670,340.00) for the improvement of said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

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

I, Nick Kachiroubas (Name of Clerk) City (Local Public Agency Type) Clerk in and for said City (Local Public Agency Type)
of Crystal Lake (Name of Local Public Agency) in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by
Council (Governing Body Type) of Crystal Lake (Name of Local Public Agency) at a meeting held on September 19, 2023 (Date).

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 19 (Day) day of September, 2023 (Month, Year).

(SEAL, if required by the LPA)

Clerk Signature & Date

Approved

Regional Engineer Signature & Date
Department of Transportation

Draft

Instructions for BLR 09110 - Page 1 of 2

NOTE: Form instructions should not be included when the form is submitted.

This form shall be used when a Local Public Agency (LPA) wants to construct an improvement using Motor Fuel Tax(MFT) funds. Refer to Chapter 9 of the Bureau of Local Roads and Streets Manual (BLRS Manual) for more detailed information. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Is this project a bondable capital improvement?	Check Yes if the project was a bondable capital improvement, check no if it is not. An example of a bondable capital project may include, but is not limited to: project development, design, land acquisition, demolition when done in preparation for additional bondable construction, construction engineering, reconstruction of a roadway, designed overlay extension or new construction of roads, bridges, ramps, overpasses and underpasses, bridge replacement and/or major bridge rehabilitation. Permanent ADA sidewalk/ramp improvements and seeding/sodding are eligible expenditures if part of a larger capital bondable project. A bondable capital improvement project does not mean the LPA was required to sell bonds to fund the project, however the project did meet the criteria to be bondable.
Resolution Number	Enter the resolution number as assigned by the LPA, if applicable.
Resolution Type	From the drop down box choose the type of resolution: - Original would be used when passing a resolution for the first time for this project. - Supplemental would be used when passing a resolution increasing appropriation above previously passed resolutions. - Amended would be used when a previously passed resolution is being amended.
Section Number	Insert the section number of the improvement the resolution covers.
Governing Body Type	From the drop down box choose the type of administrative body. Choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town.
LPA Type	From the drop down box choose the LPA body type. Types to choose from are: County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Contract or Day Labor	From the drop down choose either Contract or Day Labor.
Roadway/Street Improvements:	
Name Street/Road	Insert the name of the Street/Road to be improved. For additional locations use the Add button.
Length	Insert the length of this segment of roadway being improved in miles.
Route	Insert the Route Number of the road/street to be improved if applicable.
From	Insert the beginning point of the improvement as it relates to the Street/Road listed to the left.
To	Insert the ending point of the improvement as it relates to the Street/Road listed to the left.
Structures:	
Name Street/Road	Insert the name of the Street/Road on which the structure is located. For additional locations use the Add button.
Existing Structure No.	Insert the existing structure number this resolution covers, if no current structure insert n/a.
Route	Insert the Route number on which the structure is located.
Location	Insert the location of the structure.
Feature Crossed	Insert the feature the structure crosses.
1	Insert a description of the major items of work of the proposed improvement.
2	Insert the dollar value of the resolution for the proposed improvement to be paid for with MFT funds in words followed by in the same amount in numerical format in the ().

Draft

Name of Clerk	Insert the name of the LPA clerk.
LPA Type	Insert the type of clerk based on the LPA type. Types to choose from are: County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Governing Body Type	Insert the type of administrative body. choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town
Name of LPA	Insert the name of the LPA.
Date	Insert the date of the meeting.
Day	Insert the day Clerk is signing the document.
Month, Year	Insert the month and year of the Clerk's signature.
Seal	The Clerk shall seal the document here, if required. If a seal is required, electronic signatures should not be used.
Clerk Signature	Clerk shall sign here.
Approved	The Department of Transportation shall sign and date here once approved.

A minimum of three (3) certified signed originals must be submitted to the Regional Engineer's District office OR email PDF completed form with electronic signatures to your local District LRS office.
Following IDOT's approval, distribution will be as follows:

Local Public Agency Clerk
Engineer (Municipal, Consultant or County)
District

Draft

			Wm. Tonyan And Sons, Inc.		Curran Contracting Company	
Items	Unit	Quantity	Unit Price	Total	Unit Price	Total
SALT STORAGE BLDNG COM	L SUM	1	$ 490,000.00	$ 490,000.00	$ 695,000.00	$ 695,000.00
AGG BSE CSE TYPE B SPL	L SUM	1	$ 14,400.00	$ 14,400.00	$ 85,000.00	$ 85,000.00
SUBGRADE IMPROVEMENT	CY	300	$ 96.00	$ 28,800.00	$ 120.00	$ 36,000.00
HOT MIX ASPHALT FLOOR	L SUM	1	$ 49,500.00	$ 49,500.00	$ 69,000.00	$ 69,000.00
PERIMETER EROSION CONT	FOOT	500	$ 5.00	$ 2,500.00	$ 12.50	$ 6,250.00
RIPRAP CLASS A TYPE 1	L SUM	1	$ 12,000.00	$ 12,000.00	$ 13,000.00	$ 13,000.00
RESTORATION	L SUM	1	$ 12,200.00	$ 12,200.00	$ 45,000.00	$ 45,000.00
				$ 609,400.00		**$ 949,250.00**

Agenda Item No: 18

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: Proposal Award – Document Scanning Services

Staff Recommendation: Motion to adopt a Resolution authorizing the City Manager to execute a three-year agreement, with two optional one-year extensions, with Microsystems, Inc. for document scanning services, in the submitted per page pricing amounts, not to exceed the annual budget appropriation for scanning services.

Staff Contact: Nick Hammonds, Assistant City Manager

Background:
In 2013, the City purchased a paperless document management system called Optiview to catalog and electronically save the City's documents. Documents are organized in Optiview according to each Department's filing needs, and there is no limit to the amount of data that can be stored in the system. The City determined that entering into an agreement with a scanning contractor will improve efficiency by reducing staff time spent on scanning files and moving the City more quickly towards a fully paperless system.

Consultant Selection Process:
On August 10, 2023, the City received six proposals for document scanning services. The City requested pricing for scanning per page, preparatory work, indexing, document shredding, hourly rates, and any additional costs associated with document scanning services. The City's backlog of documents includes an estimated 3,000,000 un-scanned pages. Staff anticipates that document scanning services will be needed for numerous years to catalog and backscan the City's records.

The City posted a Request for Proposals (RFP) on the City's procurement platform (QuestCDN) and the City's standard advertising practices were followed. The proposals were reviewed based on vendor qualifications and the proposed cost. The qualifications criteria considered during the review were:

- Firm experience and qualification of the individual who will be assigned to the project
- Scope of Services
- Relevant Project Examples

Cost Evaluation:

To ensure an accurate and balanced cost evaluation was used for each vendor, staff calculated the proposal costs using the scope of services provided in 2021. Taking into account the scanning fees per page and additional costs for services, Microsystems, Inc. provided the lowest proposal. The City contracted with Microsystems, Inc. from 2018 through 2022 for document scanning services and the City was satisfied with the contractor's performance.

	8.5x11 B&W Cost Per Page	8.5x11 Color Cost Per Page	11x17 B&W Cost Per Page	11x17 Color Cost Per Page	18x24 and Larger B&W	18x24 and Larger Color	Total Per Page Costs (*2021 Data*)	Additional Costs (*2021 Data*)	**Total Cost Based on 2021 Data**
Microsystems √	$0.0975 *$39,694.20*	$0.0975 *$19,500.00*	$0.0975 *$2,925.00*	$0.0975 *$1,462.50*	$0.9750 *$17,086.88*	$0.9750 *$2,285.40*	$2.340 *$82,953.98*	*$0.00*	**$82,953.98**
Avalon	$0.07 *$28,498.40*	$0.12 *$24,000.00*	$0.07 *$2,100.00*	$0.12 *$1,800.00*	$0.60 *$10,515.00*	$0.75 *$1,758.00*	$1.730 *$68,671.40*	*$16,798.00*	**$85,469.40**
Bradford Systems	$0.08 *$32,569.60*	$0.08 *$16,000.00*	$0.08 *$2,400.00*	$0.08 *$1,200.00*	$1.50 *$26,287.50*	$1.50 *$3,516.00*	$3.320 *$81,973.10*	*$33,598.00*	**$115,571.10**
File Bank	$0.06 *$24,427.20*	$0.13 *$25,000.00*	$1.30 *$39,000.00*	$1.35 *$20,250.00*	$1.30 *$22,782.50*	$1.35 *$3,164.40*	$5.485 *$134,624.10*	*$4,618.50*	**$139,242.60**
Heartland Business Systems	$0.15 *$61,068.00*	$0.15 *$30,000.00*	$0.15 *$4,500.00*	$0.15 *$2,250.00*	$2.25 *$39,431.25*	$2.25 *$5,274.00*	$5.100 *$142,523.25*	*$1,105.80*	**$143,629.05**
Improvyze*	$0.06 *$24,427.20*	$0.06 *$12,000.00*	$0.06 *$1,800.00*	$0.06 *$900.00*	$0.80 *$14,020.00*	$0.80 *$1,875.20*	$1.840 *$55,022.40*	*$0.00*	**$55,022.40**
√ Indicates the lowest responsive and responsible proposer.									
* Consultant withdrew proposal.									

Included in the 'Additional Costs' field is the cost for indexing, preparation, and pickup and delivery. Indexing is defined as the cost to enter index fields for each document. The City's documents contain two to three index fields, and when accounting for the City's backlog of 3,000,000 documents, indexing costs significantly increase the amount of fees incurred for scanning services. Document shredding and pickup and delivery costs did not significantly impact overall proposal costs.

Consultant Interviews:

Staff conducted interviews with four consultants to determine which proposal provided the most advantageous services for the City. City staff provided an overview of the City's scanning operations and anticipated volume of documents per pickup. Bradford Systems and Avalon included additional costs for indexing that would significantly increase scanning costs. Improvyze provided the lowest cost proposal, however, the consultant's pricing was based on a specific volume of documents per pickup. Improvyze subsequently withdrew their proposal from consideration after the interview.

Microsystems, Inc. confirmed that their fees are all-inclusive and they do not charge for preparation, indexing, or pickup and delivery. In addition, the consultant confirmed that their pricing will not change based upon the volume of documents per pickup.

Recommendation:

Of the six proposals received, Microsystems, Inc. was deemed to be both qualified and provided the lowest overall cost. Based on the proposals received and the experience and qualifications noted, it is the recommendation of staff to select Microsystems, Inc. to perform document scanning services for the City. Microsystems, Inc. provided the lowest overall cost for the work and has performed document scanning services for the City in the past. Microsystems has experience working with public entities and handling sensitive documents, including with Arlington Heights, Mount Prospect, and Schaumburg.

Votes Required to Pass:

Simple majority vote of the City Council.

23R-___

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and he is hereby authorized and directed to execute a three-year agreement, with two optional one-year extensions, between Microsystems, Inc. and the City of Crystal Lake for document scanning services, in the submitted per page pricing amounts, not to exceed the annual budget appropriation for scanning services.

DATED this 19th day of September, 2023.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: September 19, 2023
APPROVED: September 19, 2023

Draft

41. **PRICING SHEET**: Pricing should be all-inclusive and presented as a not-to-exceed amount.

Company Name: MICROSYSTEMS, INC

Company Address: 625 ACADEMY DR

City, State, Zip Code: NORTHBROOK, IL 60062

Contact Person: CHRIS RIPKEY

Contract Person Phone / E-Mail: 847/205-1986x13 chrisR@MICROSYSTEMINC.COM

Proposals for: Document Scanning Services, per the specifications identified herein.

Item:	Year 1 Price ALL	Year 1 Price $ FILES	Year 2 Price ALL	Year 2 Price $ FILES	Year 3 Price ALL	Year 3 Price $ FILES	Extension Year 4 Price ALL	Extension Year 4 Price $ FILES	Extension Year 5 Price ALL	Extension Year 5 Price $ FILES
8.5" x 11" Black and White	$.0975	.15	$.1004	.1545	$.1034	.159	$.1065	.164	$.1097	.169
8.5" x 11" Color	$.0975	.15	$.1004	.1545	$.1034	.159	$.1065	.164	$.1097	.169
11" x 17" Black and White	$.0975	.15	$.1004	.1545	$.1034	.159	$.1065	.164	$.1097	.169
11" x 17" Color	$.0975	.15	$.1004	.1545	$.1034	.159	$.1065	.164	$.1097	.169
18" x 24" and Larger: Black and White	$.975	1.15	$ 1.00	1.185	$ 1.03	1.22	$ 1.06	1.257	$ 1.092	1.294
18" x 24" and Larger: Color	$.975	1.15	$ 1.00	1.185	$ 1.03	1.22	$ 1.06	1.257	$ 1.092	1.294
Preparation	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C
Indexing	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C
Pickup and Delivery	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C
Hourly Rate	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C
Shredding Cost: Per Pound	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C	$ N/C	N/C

- **Proposals must be submitted no later than Submission Deadline as set forth in the RFP.**
- No consideration will be given to Proposals received after the Submission Deadline.
- Consultants must submit a sealed envelope with one copy of the proposal.

The signing and submission of this proposal shall indicate commitment by the consultant to adhere to the provisions described in this RFP, including any addenda. Signing the Proposal indicates the consultant's complete understanding, accuracy, and agreement of this response. The submitted proposal and any and all addenda shall be considered part of the final contract/agreement. An authorized representative of the consultant must sign below.

Signature: _____ Date: 8/8/23

Printed Name: CHRIS RIPKEY Title: VP

COSTS

41. **PRICING SHEET**: Pricing should be all-inclusive and presented as a not-to-exceed amount.

Company Name: Avalon

Company Address: 24445 Northwestern Highway, Suite 208

City, State, Zip Code: Southfield, MI 48075

Contact Person: Paul Smith

Contract Person Phone / E-Mail: paul.smith@teamavalon.com / 248.955.9200

Proposals for: Document Scanning Services, per the specifications identified herein.

Item:	Year 1 Price	Year 2 Price	Year 3 Price	Extension Year 4 Price	Extension Year 5 Price
8.5" x 11" Black and White	$ .07	$ .07	$ .07	$ .08	$ .08
8.5" x 11" Color	$ .12	$ .12	$ .12	$ .13	$ .13
11" x 17" Black and White	$ .07	$ .07	$ .07	$ .08	$ .08
11" x 17" Color	$ .12	$ .12	$ .12	$ .13	$ .13
18" x 24" and Larger: Black and White	$ .60	$ .60	$ .60	$ .65	$ .65
18" x 24" and Larger: Color	$ .75	$ .75	$ .75	$ .80	$ .80
Preparation	$ included in scan price	$ included in scan price	$ included in scan price	$ included in scan price	$ included in scan price
Indexing	$ .10	$ .10	$ .10	$ .10	$ .10
Pickup and Delivery	$ included in scan price	$ included in scan price	$ included in scan price	$ included in scan price	$ included in scan price
Hourly Rate	$ included in scan price	$ included in scan price	$ included in scan price	$ included in scan price	$ included in scan price
Shredding Cost: Per Pound	$ included in scan price	$ included in scan price	$ included in scan price	$ included in scan price	$ included in scan price

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Signature: Erin P. Hurley Date: 8.9.23

Printed Name: Erin Hurley Title: Central Services Team Leader

3.7 Fee Proposal

41. PRICING SHEET: Pricing should be all-inclusive and presented as a not-to-exceed amount.

Company Name: **Bradford Systems Corporation**

Company Address: **945 Oaklawn Avenue**

City, State, Zip Code: **Elmhurst, IL 60126**

Contact Person: **Anna Stratton, SVP Digital Services**

Contract Person Phone / E-Mail: **630-280-5614 / astratton@bradfordsystems.com**

Proposals for: Document Scanning Services, per the specifications identified herein.

Item:	Year 1 Price	Year 2 Price	Year 3 Price	Extension Year 4 Price	Extension Year 5 Price
8.5" x 11" Black and White	$ 0.08	$ 0.08	$ 0.08	$ 0.09	$ 0.09
8.5" x 11" Color	$ 0.08	$ 0.08	$ 0.08	$ 0.09	$ 0.09
11" x 17" Black and White	$ 0.08	$ 0.08	$ 0.08	$ 0.09	$ 0.09
11" x 17" Color	$ 0.08	$ 0.08	$ 0.08	$ 0.09	$ 0.09
18" x 24" and Larger: Black and White	$ 1.50	$ 1.50	$ 1.50	$ 1.75	$ 1.75
18" x 24" and Larger: Color	$ 1.50	$ 1.50	$ 1.50	$ 1.75	$ 1.75
Preparation	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED
Indexing*	$ 0.40	$ 0.40	$ 0.40	$ 0.50	$ 0.50
Pickup and Delivery*	$ 125.00	$ 125.00	$ 125.00	$ 125.00	$ 125.00
Hourly Rate	$ 25.50	$ 25.50	$ 25.50	$ 28.50	$ 28.50
Shredding Cost: Per Pound	$ 0.15	$ 0.15	$ 0.15	$ 0.15	$ 0.15

41. **PRICING SHEET: Pricing should be all-inclusive and presented as a not-to-exceed amount.**

Company Name: FileBank Inc.

Company Address: 23 Thornton Road

City, State, Zip Code: Oakland, NJ, 07436

Contact Person: Martin Regincos

Contract Person Phone / E-Mail: 201-962-5090; mregincos@filebankinc.com

Proposals for: Document Scanning Services, per the specifications identified herein.

Item:	Year 1 Price	Year 2 Price	Year 3 Price	Extension Year 4 Price	Extension Year 5 Price
8.5" x 11" Black and White	$0.06 per image	$0.065 per image	$0.07 per image	$0.075 per image	$0.08 per image
8.5" x 11" Color	$0.125 per image	$0.135 per image	$0.140 per image	$0.140 per image	$0.145 per image
11" x 17" Black and White	$1.30 per image	$1.40 per image	$1.50 per image	$1.60 per image	$1.60 per image
11" x 17" Color	$1.35 per image	$1.45 per image	$1.55 per image	$1.65 per image	$1.65 per image
18" x 24" and Larger: Black and White	$1.30 per image	$1.40 per image	$1.50 per image	$1.60 per image	$1.60 per image
18" x 24" and Larger: Color	$1.35 per image	$1.45 per image	$1.55 per image	$1.65 per image	$1.65 per image
Preparation	$25 per hour	$28 per hour	$30 per hour	$32 per hour	$34 per hour
Indexing	$0.20 per field	$0.22 per field	$0.25 per field	$0.28 per field	$0.28 per field
Pickup and Delivery	$400	$430	$480	$550	$550
Hourly Rate	$25 per hour	$28 per hour	$30 per hour	$32 per hour	$34 per hour
Shredding Cost: Per Pound	$0.35	$0.38	$0.38	$0.40	$0.40

- **Proposals must be submitted no later than Submission Deadline as set forth in the RFP.**
- No consideration will be given to Proposals received after the Submission Deadline.
- Consultants must submit a sealed envelope with one copy of the proposal.

The signing and submission of this proposal shall indicate commitment by the consultant to adhere to the provisions described in this RFP, including any addenda. Signing the Proposal indicates the consultant's complete understanding, accuracy, and agreement of their response. The submitted proposal and any and all addenda shall be considered part of the final contract/agreement. An authorized representative of the consultant must sign below.

Signature: _____ Date: 8/8/23

Printed Name: MARTIN REGINCOS Title: VP OF SALES

Section 3.7

Fee Proposal

PRICING SHEET: Pricing should be all-inclusive and presented as a not-to-exceed amount.
Company Name: **Heartland Business Systems**
Company Address: **5400 Patton Drive**
City, State, Zip Code: **Lisle, Illinois 60532**
Contact Person: **Mauri Spampinato**
Contact Person Phone / E-Mail: Office 630-390-3000 – Direct 630-786-6250 – Cell 630-452-7382 mspampinato@hbs.net

Proposals for: Document Scanning Services, per the specifications identified herein

Item:	Year 1 Price	Year 2 Price	Year 3 Price	Extension Year 4 Price	Extension Year 5 Price
8.5" x 11" Black and White	$ $0.15 per image	$ $0.15 per image	$ $0.15 per image	$ $0.16 per image	$ $0.16 per image
8.5" x 11" Color	$ $0.15 per image	$ $0.15 per image	$ $0.15 per image	$ $0.16 per image	$ $0.16 per image
11" x 17" Black and White	$ $0.15 per image	$ $0.15 per image	$ $0.15 per image	$ $0.16 per image	$ $0.16 per image
11" x 17" Color	$ $0.15 per image	$ $0.15 per image	$ $0.15 per image	$ $0.16 per image	$ $0.16 per image
18" x 24" and Larger: Black and White	$ $2.25 per drawing	$ $2.25 per drawing	$ $2.25 per drawing	$ $2.50 per drawing	$ $2.50 per drawing
18" x 24" and Larger: Color	$ $2.25 per drawing	$ $2.25 per drawing	$ $2.25 per drawing	$ $2.50 per drawing	$ $2.50 per drawing
Preparation	$ Included in Above	$ Included in Above	$ Included in Above	$ Included in Above	$ Included in Above
Indexing	$ Included in Above	$ Included in Above	$ Included in Above	$ Included in Above	$ Included in Above
Pickup and Delivery	$ Included in Above	$ Included in Above	$ Included in Above	$ Included in Above	$ Included in Above
Hourly Rate	$ N/A	$ N/A	$ N/A	$ N/A	$ N/A
Shredding Cost: Per Pound	$ $0.38 cents per lb	$ $0.38 cents per lb	$ $0.38 cents per lb	$ $0.40 cents per lb	$ $0.40 cents per lb

The signing and submission of this proposal shall indicate commitment by the consultant to adhere to the provisions described in this RFP, including any addenda. Signing the Proposal indicates the consultant's complete understanding, accuracy, and agreement of their response. The submitted proposal and any and all addenda shall be considered part of the final contract/agreement. An authorized representative of the consultant must sign below.

Signature: _____ Date: _____

Printed Name: _____ Title: _____

PROJECT PRICING

The table below identifies Improvyze's cost for document scanning services.

Scope		Total
Document Scanning Services		
Project Management		
Document Scanning	$0.06 / single-side page 11" x 17" & under	
Document Scanning	$0.80 / single-side page over 11" x 17"	
Collection / Delivery	~~$500 / trip~~	$0.00
FTP Access	~~$50~~ / user, monthly	$0.00
Document Storage	~~$0.60~~ / box, monthly	$0.00
Destruction	~~$6.00~~ / box	$0.00

- Improvyze only bills for work completed (not a fixed fee beneficial only to the chosen vendor) therefore the total price is subject to change based on the number of documents scanned. Document pricing throughout the duration of this project will never change. Improvyze has worked with clients to pause scanning to accommodate budgets between fiscal years.

Agenda Item No: 19

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Unified Development Ordinance (UDO) Text Amendment to Article 2, Article 3, Article 4 and Article 10, as well as Appendix A-1100 to make various amendments to the UDO

PZC Recommendation: The Planning and Zoning Commission (PZC) recommended approval to allow the UDO text amendments.

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

Background:

The UDO is a dynamic document and can be periodically updated as time evolves. In 2009, when the UDO was adopted, it was anticipated that the document would be updated especially as new uses are introduced. The following proposed amendments were generated from trends in variation requests, staff observations and requests from the City Council.

Request:

Below is a synopsis of the proposed amendments. Full text changes are also listed below.

Article 2 – Land Uses**:**

- Change car washes to special use permits so they require a public hearing and approval from the City Council. In addition, criteria are proposed that reflect some of the comments from the approval of the Route 31 car wash relating to noise and screening of equipment concerns. This will hold all car washes to the same standards.

- Consumption Lounge – define the use (a facility that allows the use, including eating and smoking of cannabis or tobacco on site) and prohibit it at this time. Smoking lounges are already prohibited by the UDO. This proposal would make it clear that on-site consumption would be prohibited.

- Change massage establishments from a special use permit to a limited use permit (change from requiring City Council approval to staff approval). The addition of the massage license, which requires background checks, has removed concerns about these businesses and all of the recent requests have been approved by the City Council.

- Allow tattoo studios as a permitted use in the B-2. This is a change from a limited use (staff approval) to match the existing allowance of tattoo studios being a permitted use in the B-4 zoning district.
- Radio Transmission Towers (Cell Towers) – allow monopines as an approved design and change the setback requirement from property lines to 50 feet. This is consistent with the last two City Council approvals.

Article 3 – Density and Dimensional Standards:

- Change impervious surface to hard surface. This will eliminate the confusion about hard surfaces like permeable pavers. In addition, the new definition will allow for permeable pavers that drain water to be calculated at a discounted percentage (75%).
- Increase the maximum allowable height for accessory structures from 15 feet and one story to 18 feet and 1.5 stories. This is in line with recent variation approvals and the goal is to reduce the number of dormer requests.
- Clarify that total minimum lot area square-footage does not include wetlands or detention areas for townhome or multi-family dwelling lots.

Article 4 – Development and Design Standards:

- Clarify that building color changes does not require a PUD Amendment as long as the change does not constitute as signage.
- Update the tree preservation tree list and align the City's policy with our Tree City USA goals.
- State that accessory structures cannot be used for overnight lodging, this is to clarify that the increase in accessory structure height is not intended to allow for secondary dwelling units.
- Require commercial accessory structures to match the principal structure with building materials if visible from a public street.
- Provide a reference to sign landscaping in the signage section.

Article 10 – Definitions:

- Relocate all cannabis definitions to the correct subsection.
- Add definitions of parking lots. This will clarify that site landscaping is required around the perimeter of parking lots even if they are drive aisles and not parking spaces.
- Define residential wind or solar systems as an accessory use. This is already in the land use table, but there was never a definition of the use. The definition provides the distinction between a residential use and what could be considered a commercial use.

Appendix:

- Remove the allowance for PVC for water mains. Only ductile iron will be acceptable.

PZC Discussion/Vote:

The following was discussed at the PZC meeting.

- The Commission members asked about the changes for cell tower setbacks. Staff explained that many of the current sites have already received variations from the setback. Also, towers are designed to fall onto themselves, not straight over so the setback is no longer warranted.

- They asked about a few changes between permitted, limited and special uses. Staff clarified that car washes would be a Special Use to ensure the character of the area is considered, Massage Establishments would now be a Limited Use as the Massage Establishment License has reduced concerns over these uses, and Tattoo Studios would be a Permitted Use to match the recently approved permitted use in the B-4 zoning district.

- The commission was supportive and then voted **approval (6-0)** of the draft language. The proposed language is detailed below.

Recommendation: (Proposed changes are illustrated as a strike-through and/or in red.)

Car Washes
Amendments to Article 2 the Land Use Table, and to Article the Special Use Standards

Article 2 Table 2-300

Retail Uses																	
		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
Vehicle Repair and Maintenance	**Car Washes**											~~L~~ **S**					**2-400C-12**

2-400C-12
Car Washes. Full service and automatic vehicle wash uses must comply with the following standards:

a. Drive-through criteria: The use must comply with applicable drive-through standards established in Section 2-400C-7.
b. Equipment: Details for all automatic car wash equipment to be installed within the building must be provided.
c. Towel drying area: An adequately large, outdoor or indoor, paved
d. Mechanical Equipment: All ground-mounted equipment is required to be screened by landscaping. Roof mounted equipment should be screened utilizing a material which is complementary to the external façade of the building structure. Vacuum equipment (including any vacuum equipment or vacuum hoses or vacuum supports for hoses) should be located in the rear of the property and is not visible from roadways, if possible and painted a neutral color.
e. Drying equipment cannot face towards residentially zoned properties.

f. Properties abutting, adjacent or kitty corner to residentially zoned properties must submit a noise study to illustrate there would not be an increase in ambient noise at the relevant property lines

g. Car Wash uses not eligible for EMC signs.

Self-service and nonautomatic vehicle wash uses must comply with the following standards:

a. Stacking: Stacking (20 feet per vehicle) accommodating three-vehicle lengths outside of the entrance of the car wash bay and clear of any driveway or drive aisle must be provided.
b. Towel drying area: An adequately large, outdoor or indoor, paved, hand-towel drying area must be provided. The hand-towel drying area must be adjacent to but not located within a drive-aisle for exiting vehicles.
c. Equipment: No automated equipment, including conveyor belts, rinse bars, soap and wax applicators, automatic air dryers, undercarriage sprays, or other electronic or mechanical equipment is permitted.
d. Trash receptacle: One trash receptacle shall be provided at the entrance of each wash bay. Additionally, an enclosed trash receptacle shall be provided on-site.
e. Vending machines: Vending machines are treated as outdoor display and sales

2-400C

Consumption Lounge
Adding the term consumption lounge to the Use Table and not allowing it in any zoning district.

Retail Uses																	
Miscellaneous Store Retail		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
	Temporary Retail Use Activity											L	L				2-400C-59
	Cannabis Dispensary											S					2-400C-76
	Consumption Lounge																

Article 10 Definitions

CONSUMPTION LOUNGE – A facility that allows the use, which includes eating and smoking, of cannabis or tobacco on site.

2-300
Massage (Therapeutic Establishments)
Allowing these as a Limited Use in the respective zoning districts provided they receive their massage establishment license, which is processed by the Community Development Department and the Police Department.

Service Uses																	
		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
Personal and Laundry Services	Massage (Therapeutic Establishments)								~~S~~ **L**	~~S~~ **L**		~~S~~ **L**	~~S~~ **L**				2-400C-65

2-400 C 65

i. Prior to applying for a ~~special use permit~~ **Limited Use Permit**, the owner shall complete the required Massage Establishment License application. The license shall be reviewed and approved prior to moving forward with the **Limited Use Permit** application.

j. By applying for a ~~special use~~ **Limited Use Permit**, the applicant is authorizing the City, its agents or employees to seek information and conduct an investigation into the truth of the statements set forth in the application, including an investigation of the applicant's character, qualification and criminal background check.

k. By applying for a ~~special use~~ **Limited Use Permit**, the applicant is consenting to unannounced inspections by the City, its agents or employees for the purpose of determining **compliance with the** ~~of the~~ provisions of this section ~~are met~~.

l. Upon sale, transfer or relocation of a massage establishment, the **Limited Use** will be considered null and void.

2-300
Tattoo Studios

Service Uses																	
		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
Personal and Laundry Services	Tattoo **Studios** ~~Parlors~~ and Permanent Makeup [Amendment 10-6-2020 by Ord. No 7656]											~~L~~**P**	P				

Article 2-400 C 48. Radio Transmission towers, …

a. Standards for freestanding radio transmission and wireless communication towers: Freestanding wireless communication or radio transmission towers, whether as a principal or accessory use, shall comply with the following standards:
(i) Safety:

III. Self supporting and monopole towers shall be designed to collapse at a failure point no more than 50 feet from the top of the tower so that this upper section folds over onto the lower intact section

(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), **or be designed to mimic the appearance of a tree in order to** reduce visual obtrusiveness or painted a sky-tone above the top of surrounding trees and in an earth-tone below the tree-top level.

(ix) Setbacks: Wireless communications facilities shall comply with the following setbacks:

I. Self supporting and monopole towers shall be setback **a minimum of 50 feet** from all property lines ~~by a distance of 110% of the height of the tower.~~

Article 3

Section 3-200

Article 3-200 Dimensional Standards 3-200A 1-7 and Table 3-200 A and 3-200B 1-8.
(Amend Section 3-200 all graphic tables to change reference from Maximum Impervious Surface Coverage to **Maximum Hard-Surface Coverage**.)

Section 3-300

10. ~~Impervious~~ **Hard Surface** Coverage. ~~Impervious~~ **Hard surface** coverage is the area of a lot or parcel occupied by all ~~impervious~~ hard surfaces on the lot or parcel, including, but not limited to, principal and accessory buildings, driveways, pavers, pavement, sidewalks, structures, patios, walkways, pools, and decks. The maximum ~~impervious~~ **hard surface** coverage shall not exceed the percent of the total lot area as indicated in this article.



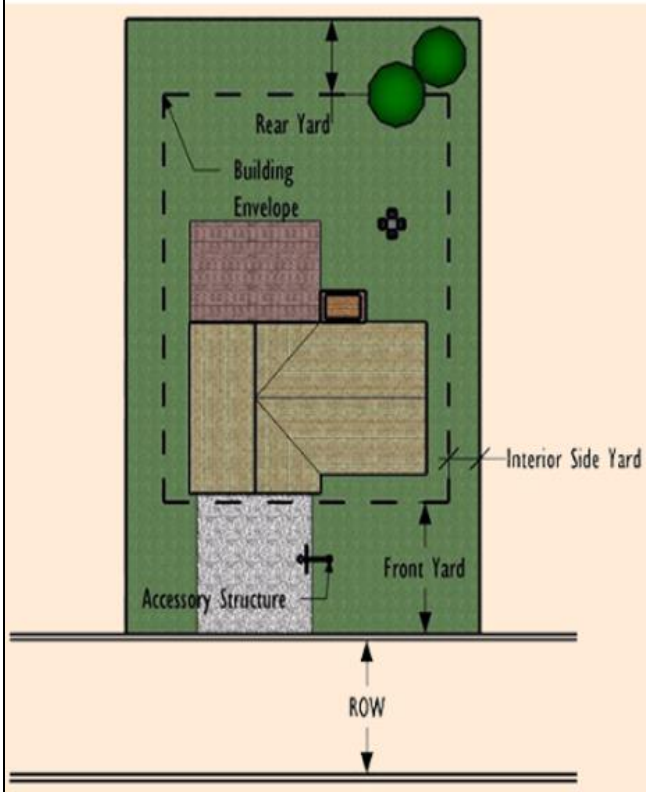
Hard Surface Coverage includes:

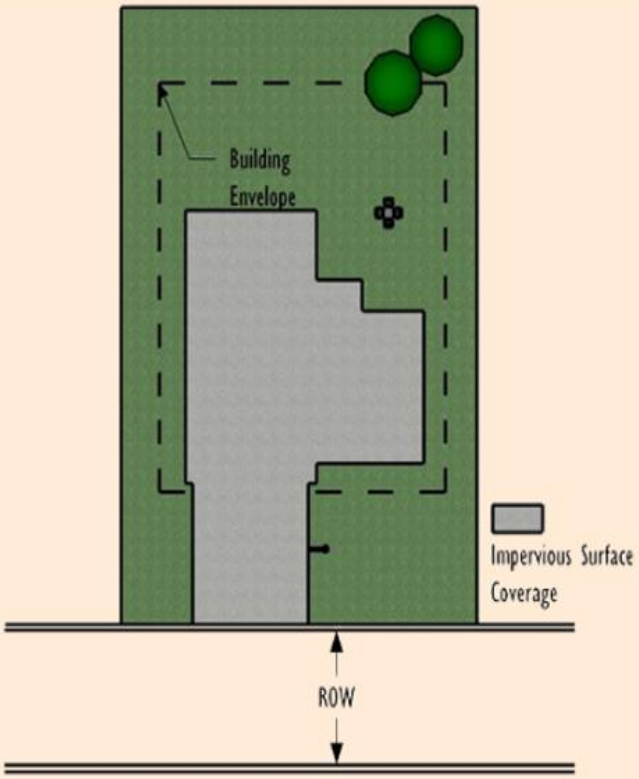
- Walkways
- Driveways
- Pools and Pool and Deck combinations
- Decks
- Patios including paver patios
- The foundation area of all buildings

HARD SURFACE — The area of a lot or parcel occupied by any hard-surfaced, man-made area including, but not limited to buildings, decks, patios, paved parking and driveway areas, walkways, sidewalks, pools and pool and deck combinations, and paved recreation areas (e.g. basketball court, tennis court, swimming pools). Permeable paver patio systems that have an underdrain system installed are considered 75% hard surface. To determine the percentage of surface covered, divide the total square footage of the hard surfaces by the total square footage of the site: Hard Surface/Total Area of Site = % Hard Surface Coverage.

Article 3-200 Dimensional Standards 3-200A 2-6.
(Amend Section 3-200 all graphic tables to change the listed accessory structure height and stories from 15 feet 1 story to allow 18 feet and 1 ½ stories)

3. Single-Family Residential (R-1) District.





Minimum Lot Area: 10,000 square feet
Minimum Lot Width: 80 feet
Minimum Front Setback: 30 feet
Minimum Interior Side Setback: 8 feet
Combined Interior Side Setback: 20 feet
Minimum Rear Setback: 20 feet
Minimum Yard Abutting a Street Setback: 30 feet
Yard Abutting Residential Districts: 0 feet

Side Setback for Detached Accessory Structure: 5 feet
Rear Setback for Detached Accessory Structure: 5 feet
Maximum Building Coverage: 40%
Maximum Impervious Surface Coverage: 50%
Maximum Floor Area Ratio: 0.80
Maximum Height, Principal Structure: 28 feet and 2 stories
Maximum Height, Accessory Structure: ~~15 feet and 1 story~~ **18 feet and 1.5 stories**
Maximum Net Density (DU/Acre): 3.50

SECTION 3-300 Measurements and exceptions.

B. Measurements.

1. Lot area.

Lot area means the amount of land area, included within the property lines of a lot. Lands located within any private easements are included within the lot area measurement.

Any principal use together with all accessory uses shall be established on a lot having a minimum area as indicated in this article. When subdividing property, corner lots shall have 15% more area than the minimum required area as indicated in this article.

The minimum lot area for two family, multiple-family, townhouse and any other attached dwellings shall be the sum of the lot area required for the first dwelling unit, plus the lot area required for each additional dwelling unit as indicated in this article. **Lot area measurements shall not include the defined area which includes wetlands and detention areas.**

Article 4

Article 4-300

B. 2. ~~It is the policy of the City to follow the spirit and intent of this article, as it would apply to its own property, where practical.~~ **The City of Crystal Lake will maintain all public trees on City owned property following the guidance of the Public Works Urban Forest Management Plan.**

Article 4-300 D 3 – Amendments to the tree species list, see attached Exhibit A: Revised Tree List.

Article 4-500 E. Procedures *(Planned Unit Developments)*

2.

i. **Changes in building colors, provided that such color changes do not constitute "signage" which requires a sign variation**.

Article 4-600 B General Standards. *(Accessory Structures)*

9. Are not used for overnight lodging including but not limited to bedrooms or Tourist Homes.

Article 4-600 E 3 For Nonresidential Uses *Accessory Structures)*

d. **Accessory buildings or structures shall be designed with the same materials and color scheme as the principal building and use similar architectural styling if such buildings or structures are is visible from a public street, alley or public park**.

Article 4-1000 C Standards for all signs:

8. Sign Landscape. Free-standing signs require one (1) square-foot of landscape per square foot of sign area. Landscape requirements are found in Article 4-400 F 6.

(Renumber other existing list items)
9. Responsibility…..
10. Sign Abandonment…..
11. Conflict…..
12. Non-Signs….

Article 4-1100 A 2 a Water service standards.

General: All development shall provide for the installation of a complete potable water and fire protection distribution system to supply all present and future needs. The system of water mains must be a looped ductile iron Class 52 ~~or PVCO C909~~ main of no less than eight-inch diameter that provides a minimum of two separate sources of pressure and volume. Final design and material type shall meet the approval of the City Engineer and Chief of Fire Rescue

Article 10

(move all Cannabis definitions from A General Definitions to **E. Land Use**

CANNABIS BUSINESS ESTABLISHMENT
CANNABIS CRAFT GROWER
CANNABIS CULTIVATION CENTER
CANNABIS DISPENSARY
CANNABIS INFUSER
CANNABIS PROCESSING
CANNABIS TRANSPORTER

PARKING LOT – an outside paved area used for the maneuvering and the parking of vehicles for a short period of time. Drive-aisles, curb and gutter, and striped parking areas are considered part of the parking lot.

RESIDENTIAL WIND OR SOLAR ENERGY SYSTEMS AS AN ACCESSORY USE – A residential solar energy system is the incorporation of solar panels mounted on the exterior of the structure of a residential dwelling unit or upon a lot occupied by a residential dwelling unit. Residential solar energy systems are limited to solar panels mounted on top of a building roof or a four foot by eight-foot ground mounted solar array. A residential wind energy system is the incorporation of a maximum of two wind turbines mounted on the exterior of the structure of a residential dwelling unit or upon a lot occupied by a residential

dwelling unit. One turbine is permitted to be mounted to any principal residential dwelling unit roof and one turbine is permitted as ground mounted equipment.

Appendix A-1100 Recommended plant list. (Update the list to reflect current species).

The City's special legal counsel has reviewed all of the proposed changes and they are in an acceptable format.

Votes Required to Pass: A simple majority vote

Ord. No.
File No.

AN ORDINANCE AMENDING
CHAPTER 650: UNIFIED DEVELOPMENT ORDINANCE OF THE
CODE OF ORDINANCES OF THE CITY OF CRYSTAL LAKE, ILLINOIS

WHEREAS, pursuant to its home rule powers, the Illinois Municipal Code, and other applicable authority, the City is authorized to regulate land uses within the City and does so pursuant to the City's Unified Development Ordinance, set forth as Chapter 650 of the Crystal Lake City Code; and

WHEREAS, pursuant to the terms of a Petition (File #PLN-2023-153) before the Crystal Lake Planning and Zoning Commission, the City has proposed several Text Amendments to the current Unified Development Ordinance; and

WHEREAS, from time to time it is appropriate to review, update and modify the Unified Development Ordinance to assure that it appropriately addresses new issues that may arise; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on July 29, 2023 in the Northwest Herald, held a public hearing at 7:00 p.m., on August 16, 2023, which was continued to September 6, 2023 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider proposed amendments to the Unified Development Ordinance regarding Article 2, Article 3, Article 4 and Article 10, as well as Appendix Section A-1100 for various amendments to the Unified Development Ordinance; and

WHEREAS, on September 6, 2023, 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 proposed amendments to the Unified Development Ordinance be approved; and

WHEREAS, the Mayor and City Council, having considered such recommendation and the findings and minutes from the Planning and Zoning Commission, have found and determined that adopting amendments to the Unified Development Ordinance regarding Article 2, Article 3, Article 4 and Article 10, as well as Appendix Section A-1100 as set forth in this Ordinance will be in the best interests of the City and its residents;

Draft

Ord. No.
File No.

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 Article 2-300 Land Use Table shall be amended as follows:

Retail Uses																	
		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
Vehicle Repair and Maintenance	Car Washes											S					2-400C-12

Retail Uses																	
		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
Miscellaneous Store Retail	Temporary Retail Use Activity											L	L				2-400C-59
	Cannabis Dispensary											S					2-400C-76
	Consumption Lounge																

Service Uses																	
		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
Personal and Laundry Services	Massage (Therapeutic Establishments)								L	L		L	L				2-400C-65

Service Uses																	
		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
Personal and Laundry Services	Tattoo Studios and Permanent Makeup [Amendment 10-6-2020 by Ord. No 7656]											P	P				

Draft

SECTION II: That Article 2-400C shall be amended as follows:

2-400C-12
Car Washes. Full service and automatic vehicle wash uses must comply with the following standards:

a. Drive-through criteria: The use must comply with applicable drive-through standards established in Section 2-400C-7.
b. Equipment: Details for all automatic car wash equipment to be installed within the building must be provided.
c. Towel drying area: An adequately large, outdoor or indoor, paved
d. Mechanical Equipment: All ground-mounted equipment is required to be screened by landscaping. Roof mounted equipment should be screened utilizing a material which is complementary to the external façade of the building structure. Vacuum equipment (including any vacuum equipment or vacuum hoses or vacuum supports for hoses) should be located in the rear of the property and is not visible from roadways, if possible and painted a neutral color.
e. Drying equipment cannot face towards residentially zoned properties.
f. Properties abutting, adjacent or kitty corner to residentially zoned properties must submit a noise study to illustrate there would not be an increase in ambient noise at the relevant property lines
g. Car Wash uses not eligible for EMC signs.

Self-service and nonautomatic vehicle wash uses must comply with the following standards:

a. Stacking: Stacking (20 feet per vehicle) accommodating three-vehicle lengths outside of the entrance of the car wash bay and clear of any driveway or drive aisle must be provided.
b. Towel drying area: An adequately large, outdoor or indoor, paved, hand-towel drying area must be provided. The hand-towel drying area must be adjacent to but not located within a drive-aisle for exiting vehicles.
c. Equipment: No automated equipment, including conveyor belts, rinse bars, soap and wax applicators, automatic air dryers, undercarriage sprays, or other electronic or mechanical equipment is permitted.
d. Trash receptacle: One trash receptacle shall be provided at the entrance of each wash bay. Additionally, an enclosed trash receptacle shall be provided on-site.
e. Vending machines: Vending machines are treated as outdoor display and sales

2-400 C 65 Massage establishment. All massage establishments must comply with the following criteria:

a. A floor plan, drawn to scale, is required illustrating all the services/uses listed.
b. A complete list of the names, residence addresses, with zip codes, and dates of birth of all licensed massage therapists engaged in massage at the massage establishment, as well as current copies of the licenses as issued by the State Department of Professional Regulation of all licensed massage therapists must be provided.

Draft

c. All massage establishments subject to this section are declared to be public places, and shall not, during business hours, have the doors to the exits and entrances of such establishment locked or obstructed in any way so as to prevent free ingress and egress of persons; provided, however, that such doors may be closed.
d. Persons under 18 years of age are not permitted in a massage establishment, unless accompanied by his/her parent or legal guardian.
e. At least 75% of the window area of the massage establishment shall be visible, installed with clear, nonreflective windows. Blocking of windows with drapes, blinds or shelving is prohibited.
f. No massage establishment shall be kept open for any purpose between the hours of 9:00 p.m. and 8:00 a.m.
g. No residential use is permitted within the massage establishment at any time.
h. Alcohol is not permitted to be served in a massage establishment at any time.
i. Prior to applying for a Limited Use Permit, the owner shall complete the required Massage Establishment License application. The license shall be reviewed and approved prior to moving forward with the Limited Use Permit application.
j. By applying for a Limited Use Permit, the applicant is authorizing the City, its agents or employees to seek information and conduct an investigation into the truth of the statements set forth in the application, including an investigation of the applicant's character, qualification and criminal background check.
k. By applying for a Limited Use Permit, the applicant is consenting to unannounced inspections by the City, its agents or employees for the purpose of determining compliance with the ~~of the~~ provisions of this section.
l. Upon sale, transfer or relocation of a massage establishment, the Limited Use will be considered null and void.

Draft

Article 2-400 C 48. Radio Transmission towers, wireless communication facilities. Radio transmission towers and wireless communication facilities must comply with the following standards:

d. Standards for freestanding radio transmission and wireless communication towers: Freestanding wireless communication or radio transmission towers, whether as a principal or accessory use, shall comply with the following standards:
   (i) Safety:
   III. Self supporting and monopole towers shall be designed to collapse at a failure point no more than 50 feet from the top of the tower so that this upper section folds over onto the lower intact section

   (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), or be designed to mimic the appearance of a tree in order to reduce visual obtrusiveness or painted a sky-tone above the top of surrounding trees and in an earth-tone below the tree-top level.

(ix) Setbacks: Wireless communications facilities shall comply with the following setbacks:

I. Self supporting and monopole towers shall be setback a minimum of 50 feet from all property lines.

SECTION III: That Article 3 shall be amended as follows:

Section 3-200

Article 3-200 Dimensional Standards 3-200A 1-7 and Table 3-200 A and 3-200B 1-8.
(Amend Section 3-200 all graphic tables to change reference from Maximum Impervious Surface Coverage to Maximum Hard-Surface Coverage.)

Article 3-200 Dimensional Standards 3-200A 2-7.
(Amend Section 3-200 all graphic tables to change the listed accessory structure height and stories from 15 feet 1 story to allow 18 feet and 1 ½ stories)

SECTION 3-300 Measurements and exceptions.

B. Measurements.

1. Lot area.
   Lot area means the amount of land area, included within the property lines of a lot. Lands located within any private easements are included within the lot area measurement.

   Any principal use together with all accessory uses shall be established on a lot having a minimum area as indicated in this article. When subdividing property, corner lots shall have 15% more area than the minimum required area as indicated in this article.

   The minimum lot area for two family, multiple-family, townhouse and any other attached dwellings shall be the sum of the lot area required for the first dwelling unit, plus the lot area required for each additional dwelling unit as indicated in this article. Lot area measurements shall not include the defined area which includes wetlands and detention areas.

10. Hard Surface Coverage. Hard surface coverage is the area of a lot or parcel occupied by all hard surfaces on the lot or parcel, including, but not limited to, principal and accessory buildings, driveways, pavers, pavement, sidewalks, structures, patios, walkways, pools, and decks. The maximum hard surface coverage shall not exceed the percent of the total lot area as indicated in this article.

Draft



Hard Surface Coverage includes:

- Walkways
- Driveways
- Pools and Pool and Deck combinations
- Decks
- Patios including paver patios
- The foundation area of all buildings

SECTION IV: That Article 4 shall be amended as follows:

Article 4-300
B. 2. The City of Crystal Lake will maintain all public trees on City owned property following the guidance of the Public Works Urban Forest Management Plan.

Article 4-300 D 3 – Amendments to the tree species list, see attached Exhibit A: Revised Tree List.

Article 4-500 E 2 Procedures *(Planned Unit Developments)*.

i. Changes in building colors, provided that such color changes do not constitute "signage" which requires a sign variation.

Article 4-600 B General Standards. *(Accessory Structures)*

9. Are not used for overnight lodging including but not limited to bedrooms or Tourist Homes.

Article 4-600 E 3 For Nonresidential Uses (*Accessory Structures)*

d. Accessory buildings or structures shall be designed with the same materials and color scheme as the principal building and use similar architectural styling if such buildings or structures are is visible from a public street, alley or public park.

Article 4-1000 C Standards for all signs:

Draft

8. Sign Landscape. Free-standing signs require one (1) square-foot of landscape per square foot of sign area. Landscape requirements are found in Article 4-400 F 6.

(Renumber other existing list items)
9. Responsibility…..
10. Sign Abandonment…..
11. Conflict…..
12. Non-Signs….

Article 4-1100 A 2 a Water service standards.

General: All development shall provide for the installation of a complete potable water and fire protection distribution system to supply all present and future needs. The system of water mains must be a looped ductile iron Class 52 main of no less than eight-inch diameter that provides a minimum of two separate sources of pressure and volume. Final design and material type shall meet the approval of the City Engineer and Chief of Fire Rescue.

Draft

SECTION V: That Article 10-200 E shall be amended as follows:

(move all Cannabis definitions from A General Definitions to E. Land Use)

CANNABIS BUSINESS ESTABLISHMENT
CANNABIS CRAFT GROWER
CANNABIS CULTIVATION CENTER
CANNABIS DISPENSARY
CANNABIS INFUSER
CANNABIS PROCESSING
CANNABIS TRANSPORTER

Article 10-200 B
HARD SURFACE — The area of a lot or parcel occupied by any hard-surfaced, man-made area including, but not limited to buildings, decks, patios, paved parking and driveway areas, walkways, sidewalks, pools and pool and deck combinations, and paved recreation areas (e.g. basketball court, tennis court, swimming pools). Permeable paver patio systems that have an underdrain system installed are considered 75% hard surface. To determine the percentage of surface covered, divide the total square footage of the hard surfaces by the total square footage of the site: Hard Surface/Total Area of Site = % Hard Surface Coverage.

PARKING LOT – an outside paved area used for the maneuvering and the parking of vehicles for a short period of time. Drive-aisles, curb and gutter, and striped parking areas are considered part of the parking lot.

Article 10-200 E
CONSUMPTION LOUNGE – A facility that allows the use, which includes eating and smoking, of cannabis or tobacco on site.

RESIDENTIAL WIND OR SOLAR ENERGY SYSTEMS AS AN ACCESSORY USE – A residential solar energy system is the incorporation of solar panels mounted on the exterior of the structure of a residential dwelling unit or upon a lot occupied by a residential dwelling unit. Residential solar energy systems are limited to solar panels mounted on top of a building roof or a four foot by eight-foot ground mounted solar array. A residential wind energy system is the incorporation of a maximum of two wind turbines mounted on the exterior of the structure of a residential dwelling unit or upon a lot occupied by a residential dwelling unit. One turbine is permitted to be mounted to any principal residential dwelling unit roof and one turbine is permitted as ground mounted equipment.

SECTION VI: That Appendix A-1100 shall be amended with the updated list, see Exhibit B.

SECTION VII: Find and replace all references to "Impervious Surface Coverage" to "Hard Surface Coverage" within Chapter 650.

SECTION VIII: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

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

SECTION X: That this Ordinance 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 19th day of September, 2023.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation

By: _____
Haig Haleblian, MAYOR

SEAL

Draft

ATTEST:

_____

Nick Kachiroubas, CITY CLERK

PASSED: September 19, 2023
APPROVED: September 19, 2023

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

Draft

Exhibit A: Revised Tree List

Tree List				
Common Name	Botanical Name	Cultivar	Tree Type	Species Group
Alder, Black	Alnus glutinosa		Shade Tree	D
Alder, Speckled	Alnus rugose		Ornamental/Small Tree	B
Arborvitae, Eastern (also Eastern Whitecedar)	Thuja occidentalis	"Emerald," "Nigra," "Pyramidalis" "Wintergreen"	Evergreen	A
Ash, Blue [Amended 1-18-2011 by Ord. No. 6641]	Fraxinus quadrangulata	"Newport"	Shade Tree	D
Ash, European [Amended 1-18-2011 by Ord. No. 6641]	Fraxinus excelsior	"Aurea," "Hessei"	Shade Tree	D
Ash, Green [Amended 1-18-2011 by Ord. No. 6641]	Fraxinus pennsylvanica	"Honeyshade," "Marshall Seedless," "Patmore," "Summit"	Shade Tree	D
Ash, Mountain	Sorbus americana		Ornamental/Small Tree	D
Ash, White [Amended 1-18-2011 by Ord. No. 6641]	Fraxinus americana	"Autumn Applause," "Autumn Purple," "Champaign County," "Chicago Regal," "Elk Grove," "Rosehill," "Royal Purple," "Skyline," "Windy City"	Shade Tree	D

Draft

Baldcypress	Taxodium distichum		Shade Tree	A
Beech, American	Fagus grandifolia		Shade Tree	B
Beech, European	Fagus sylvatica	All cultivars	Shade Tree	B
Birch, Paper	Betula papyrifera	"Chickadee," "Snowy"	Shade Tree	D
Birch, River	Betula nigra	“Heritage”	Ornamental/ Small Tree	B
Boxelder	Acer negundo	"Auratum," "Flamingo," "Kelly's Gold," "Violaceum"	Shade Tree	D
Buckeye, Ohio	Aesculus glabra		Shade Tree	B
Catalpa	Catalpa speciosa		Shade Tree	D
Cedar, Eastern Red	Juniperus virginiana	"Canaertii," "Taylor"	Evergreen	B
Cherry, Black	Prunus serotina	"White Sparkle"	Shade Tree	C
Cherry, Japanese Flowering		"Amanogawa," "Kwanzan," "Royal Burgundy," "Shirofugen," "Shirotae," "Shogetsu"	Ornamental/ Small Tree	D
Cherry, Sargent	Prunus sargentii		Ornamental/ Small Tree	B
Chokeberry, Amur	Prunus maackii	"Amber Beauty"	Shade Tree	B
Chokecherry, Schubert	Prunus virginiana	“Schubertii”	Ornamental/ Small Tree	B
Coffeetree, Kentucky (male only)	Gymnocladus dioica		Shade Tree	A
Coffeetree, Kentucky, female only	Gymnocladus dioicus	"Prairie Titan"	Shade Tree	B

Draft

Corktree, Amur	Phellodendron amurense		Shade Tree	D
Corktree, Sakhalin	Phellodendron sakhalinense		Shade Tree	D
Cottonwood (female, only)	Populus deltoides		Shade Tree	D
Cottonwood (male only)	Populus deltoides	"Siouxland"	Shade Tree	C
Crabapple, Flowering	Malus spp.		Ornamental/ Small Tree	A
Crabapple, Flowering	Malus spp.		Ornamental/ Small Tree	B
Dogwood, Corneliancherry	Corrus mas		Ornamental/ Small Tree	B
Dogwood, Kousa	Cornus kousa		Ornamental/ Small Tree	B
Dogwood, Pagoda	Cornus alternifolia		Ornamental/ Small Tree	B
Douglas fir	Pseudotsuga menziesii		Evergreen	A
Elm, American	Ulmus americana	"Delaware #2," "Jefferson," "Princeton," "Valley Forge"	Shade Tree	D
Elm, Chinese	Ulmus parvifolia	"Dynasty," "Frosty"	Shade Tree	B
Elm, hybrid	Ulmus hybrids	"Accolade," "Homestead," "Jacan," "Pioneer," "Regal," "Sapporo Autumn Gold"	Shade Tree	B
Elm, Red (Slippery)	Ulmus rubra		Shade Tree	D
Elm, Rock	Ulmus thomasii		Shade Tree	D
Elm, Siberian	Ulmus pumila	"Chinkota," "Coolshade," "Dropmore," "Lincoln," "Morton	Shade Tree	D

Draft

		Plainsman," "New Horizon," "Pendula," "Urban"		
Filbert, Turkish	Corylus colurna		Shade Tree	A
Ginkgo, male only	Ginkgo biloba	"Autumn Gold," "Fairmount," "Fastigiata," "Lakeview," "Princeton Sentry"	Shade Tree	B
Hackberry, Common	Celtis occidentalis	“Chicago-land,” “Prairie Pride,” “Windy City”	Shade Tree	A
Hawthorn, Cockspur	Crataegus crusgalli var. inermis		Ornamental/ Small Tree	A
Hawthorn, Downy	Crataegus mollis		Ornamental/ Small Tree	C
Hawthorn, English	Crataegus laevigata	"Crimson Cloud," "Paul's Scarlet," "Snowbird," "Toba"	Ornamental/ Small Tree	D
Hawthorn, Washington	Crataegus phaenopyrum		Ornamental/ Small Tree	B
Hickory, Shagbark	Carya Ovata		Shade Tree	B
Honeylocust, Common	Gleditsia triacanthos		Shade Tree	D
Honeylocust, Thornless	Gleditsia triacanthos f. inermis	"Green Glory," "Imperial," "Majestic," "Shademaster," "Skyline"	Shade Tree	A
Hornbeam, American	Carpinus caroliniana		Ornamental/ Small Tree	B
Hornbeam, European	Caprinus betulus		Shade Tree	B
Horsechestnut, Common	Aesculus hippocasta	"Baumannii"	Shade Tree	B
Katsura	Cercidiphyllum japonicum		Shade Tree	B
Larch, European	Larix decidua		Conifer	B
Lilac, Japanese Tree	Syringa reticulate	"Ivory Silk"	Ornamental/ Small Tree	B

Draft

Lilac, Peking	Syringa pekinensis		Ornamental/ Small Tree	C
Linden, American (Basswood)	Tilia americana	"Fastigiata," "Redmond"	Shade Tree	B
Linden, Littleleaf	Tilia cordata	"Greenspire," "June Bride"	Shade Tree	B
Linden, Redmond	Tilia euchlora	"Redmond"	Shade Tree	A
Linden, Silver	Tilia tomentosa		Shade Tree	B
London Plane	Platanus acerifolia		Shade Tree	B
Locust, Black	Robinia pseudoacacia	"Frisia," "Idaho," "Purple Robe,"	Shade Tree	D
Magnolia, Saucer	Magnolia x soulangi-		Ornamental/ Small Tree	B
Magnolia, Star	Magnolia stellata	"Centennial," "Rosea," "Royal Star," Waterlily"	Ornamental/ Small Tree	B
Maple, Amur	Acer tataricum subsp. Ginnala	"Compactum," "Durand Dwarf," "Flame," "Red Fruit"	Ornamental/ Small Tree	B
Maple, Black	Acer nigrum	"Greencolumn"	Shade Tree	A
Maple, Hedge	Acer campestre	"Marimo," "Queen Elizabeth"	Ornamental/ Small Tree	B
Maple, Miyabe	Acer miyabe		Shade Tree	C
Maple, Norway	Acer plantanoides	"Crimson King," "Columnare," "Deborah," "Drummondil," "Emerald Lustre," "Erectum," "Green Lace," "Royal Red," "Schwedleri"	Shade Tree	B
Maple, Red	Acer rubrum	"Armstrong," "Autumn Flame," "Columnare," "Red Sunset," "October Glory"	Shade Tree	B
Maple, Sycamore	Acer pseudoplatanus		Shade Tree	B
Maple, Silver	Acer saccharinum	"Beebe,"	Shade Tree	C

Draft

		"Laciniatum," "Silver Cloud," "Silver Queen," "Skinner"		
Maple, Sugar	Acer saccharum	"Green Mountain," "Legacy," "Sweet Shadow," "Wright Brothers"	Shade Tree	A
Maple, Tartarian	Acer tataricum		Shade Tree	B
Maple, Purpleblow	Acer truncatum		Shade Tree	B
Mulberry, Red (female only)	Morus alba		Shade Tree	D
Mulberry, Red (male only)	Morus rubra		Shade Tree	~~C~~ D
Mulberry, White (female only)	Morus rubra		Shade Tree	D
Mulberry, White (male only)	Morus alba	"Fruitless," "Mapleleaf"	Shade Tree	C
Oak, Bur	Quercus macrocarpa		Shade Tree	A
Oak, Chestnut	Quercus prinus		Shade Tree	B
Oak, Chinquapin	Quercus muehlenbergii		Shade Tree	A
Oak, English	Quercus robur	"Autopurpurea," "Concordia," "Filicifolia," "Michround," "Pendula," "Pyramich," "Skyrocket," "Variegata"	Shade Tree	B
Oak, Hill's	Quercus ellipsoidalis		Shade Tree	B
Oak, Pin	Quercus palustris	"Crownright," "Green Pillar,"	Shade Tree	B
Oak, Red	Quercus rubra		Shade Tree	B
Oak, Swamp White	Quercus bicolor		Shade Tree	A
Oak, White	Quercus alba		Shade Tree	A
Olive, Russian	Elaeagnus		Ornamental/	D

Draft

	augustifolia		Small Tree	
Pear, Flowering	Pyrus calleryana	"Chanticleer," "Red," Spire," "Whitehouse" "Callery"	Shade Tree	~~A~~ C
Pine, Austrian	Pinus Nigra		Evergreen	C
Pine, Eastern White	Pinus strobus	"Contorta," "Fastigiata," "Pendula"	Evergreen	B
Pine, Jack	Pinus banksiana		Evergreen	B
Pine, Red	Pinus resinosa		Evergreen	C
Pine, Scots	Pinus sylvestris	"Aurea," "Beauvronensis,"	Evergreen	D
Planetree, London	Platanus x acerifolia	"Bloodgood," "Columbia," "Liberty," "Metzam," "Yarwood"	Shade Tree	B
Poplar, Black Lombardy	Populus nigra	"Italica" "Majestic," "Thevestin"	Shade Tree	D
Poplar, White	Populus alba	"Pyramidalis"	Shade Tree	D
Redbud, Eastern	Cercis canadensis	"Flame," "Wither's Pink Charm"	Ornamental/ Small Tree	B
Redwood, Dawn	Metasequoia glyptostroboides		Shade Tree	C
Serviceberry, Allegheny	Amalanchier Laevis		Ornamental/ Small Tree	B
Serviceberry, Apple	Amalanchier x grandiflora	"Autumn Brilliance," "Ballerina," "Princess Diana," "Robin Hill," "Strata"	Ornamental/ Small Tree	B
Serviceberry, Downy	Amalanchier arborea		Ornamental/ Small Tree	B
Serviceberry, Saskatoon	Amalanchier alnifolia		Ornamental/ Small Tree	B
Spruce, Black	Picea glauca	"Bensata"		
Spruce, Colorado Blue	Picea pungens		Evergreen	B

Draft

Spruce, Norway	Picea abies		Evergreen	B
Sweetgum	Liquidambar styriciflua	"Grazam," "Moraine," "Variegata"	Shade Tree	C
Sycamore	Platanus occidentalis		Shade Tree	C
Tamarack	Larix laricina		Conifer	A
Tree of Heaven	Ailanthus altissima		Shade Tree	D
Tulip Tree	Liriodendron tulipifera	"Aureomarginatum"	Shade Tree	B
Yellowwood	Cladrastis lutea		Shade Tree	C
Walnut, Black	Juglans nigra	"Laciniata"	Shade Tree	C
Willow, Corkscrew	Salix matsudana	"Toruosa"	Shade Tree	D
Willow, Weeping	Salix alba	"f. argentea," "Britzensis," "Tristis" Shade Tree D Zelkova Zelcova serrata "Goshiki," "Green Vase," "Halka," "Spring Grove" "Village Green"	Shade Tree	D

Draft

#2023-153
UDO Text Amendments
Project Review for Planning and Zoning Commission

Meeting Date:	August 16, 2023
Request:	Amend the Unified Development Ordinance (UDO) Article 2, 3, 4 and 10 and Appendix A-1100 for various changes to the UDO as detailed below.
Staff Contact:	Elizabeth Maxwell, 815-356-3605 Katie Rivard, 815-356-3605

Text Amendments:

Text Amendments are changes to the adopted Unified Development Ordinance (UDO). The UDO is periodically updated based on trends, best practices, or a request from a petitioner. The amendment process is as follows:

- Through a request from a petitioner, elected official, appointed official or discussions from internal staff an amendment to the UDO is requested.
- Staff undertakes some research on the topic and drafts unique language, which is tailored to address the requested amendment while remaining consistent with the needs of the City of Crystal Lake and its residents.
- The proposed amendments are submitted to the Planning and Zoning Commission ("PZC") for its consideration at a public hearing.
- Text Amendments require that notice of the public hearings be published in a local newspaper. This notice is also posted on the City's website along with the agenda for the public hearing before the PZC and the packet of materials which have been submitted to the PZC for its consideration. This process is consistent with all State statutory requirements. The law relating to text amendments does not require that individual notices relating to the public hearing be mailed to property owners within the City.
- The text amendments are discussed at a public hearing. Following the conclusion of the public hearing, a report and recommendation of the PZC is forwarded to the City Council for its consideration and vote.
- The following recommendations to update the UDO, follow best practices to create regulations which are currently not covered by the UDO or to modify existing regulations to provide better clarification and avoid confusion. The following text amendments are proposed:

Recommendation: (Proposed changes are illustrated in red.)

Car Washes
Amendments to Article 2 the Land Use Table, the Special Use Standards and to Article

Article 2 Table 2-300

Retail Uses																	
Vehicle Repair and Maintenance		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
	Car Washes											~~L~~ **S**					**2-400C-12**

2-400C-12
Car Washes. Full service and automatic vehicle wash uses must comply with the following standards:

a. Drive-through criteria: The use must comply with applicable drive-through standards established in Section 2-400C-7.
b. Equipment: Details for all automatic car wash equipment to be installed within the building must be provided.
c. Towel drying area: An adequately large, outdoor or indoor, paved
d. Mechanical Equipment: All ground-mounted equipment is required to be screened by landscaping. Roof mounted equipment should be screened utilizing a material which is complementary to the external façade of the building structure. Vacuum equipment (including any vacuum equipment or vacuum hoses or vacuum supports for hoses) should be located in the rear of the property and is not visible from roadways, if possible and painted a neutral color.
e. Drying equipment cannot face towards residentially zoned properties.
f. Properties abutting, adjacent or kitty corner to residentially zoned properties must submit a noise study to illustrate there would not be an increase in ambient noise at the relevant property lines
g. Car Wash uses not eligible for EMC signs.

Self-service and nonautomatic vehicle wash uses must comply with the following standards:

a. Stacking: Stacking (20 feet per vehicle) accommodating three-vehicle lengths outside of the entrance of the car wash bay and clear of any driveway or drive aisle must be provided.
b. Towel drying area: An adequately large, outdoor or indoor, paved, hand-towel drying area must be provided. The hand-towel drying area must be adjacent to but not located within a drive-aisle for exiting vehicles.
c. Equipment: No automated equipment, including conveyor belts, rinse bars, soap and wax applicators, automatic air dryers, undercarriage sprays, or other electronic or mechanical equipment is permitted.
d. Trash receptacle: One trash receptacle shall be provided at the entrance of each wash bay. Additionally, an enclosed trash receptacle shall be provided on-site.
e. Vending machines: Vending machines are treated as outdoor display and sales

2-400C

Consumption Lounge
Adding the term consumption lounge to the Use Table and not allowing it in any zoning district.

Retail Uses																	
Miscellaneous Store Retail		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
	Temporary Retail Use Activity											L	L				2-400C-59
	Cannabis Dispensary											S					2-400C-76
	Consumption Lounge																

Article 10 Definitions

CONSUMPTION LOUNGE – A facility that allows the use, which includes eating and smoking, of cannabis or tobacco on site.

2-300
Massage (Therapeutic Establishments)
Allowing these as a Limited Use in the respective zoning districts provided they receive their massage establishment license, which is processed by the Community Development Department and the Police Department.

Service Uses																	
Personal and Laundry Services		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
	Massage (Therapeutic Establishments)								~~S~~ **L**	~~S~~ **L**		~~S~~ **L**	~~S~~ **L**				2-400C-65

2-400 C 65

i. Prior to applying for a ~~special use permit~~ **Limited Use Permit**, the owner shall complete the required Massage Establishment License application. The license shall be reviewed and approved prior to moving forward with the **Limited Use Permit** application.

j. By applying for a ~~special use~~ **Limited Use Permit**, the applicant is authorizing the City, its agents or employees to seek information and conduct an investigation into the truth of the statements set forth in the application, including an investigation of the applicant's character, qualification and criminal background check.

k. By applying for a ~~special use~~ **Limited Use Permit**, the applicant is consenting to unannounced inspections by the City, its agents or employees for the purpose of determining **compliance with the** ~~of the~~ provisions of this section ~~are met~~.

l. Upon sale, transfer or relocation of a massage establishment, the **Limited Use** will be considered null and void.

2-300
Tattoo Studios

Service Uses																	
Personal and Laundry Services		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
	Tattoo **Studios** ~~Parlors~~ and Permanent Makeup [Amendment 10-6-2020 by Ord. No 7656]											~~L~~**P**	P				**2-400C-65**

Article 2-400 C 48. Radio Transmission towers, …

a. Standards for freestanding radio transmission and wireless communication towers: Freestanding wireless communication or radio transmission towers, whether as a principal or accessory use, shall comply with the following standards:
(i) Safety:
III. Self supporting and monopole towers shall be designed to collapse at a failure point no more than 50 feet from the top of the tower so that this upper section folds over onto the lower intact section

(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), **or be designed to mimic the appearance of a tree in order to** reduce visual obtrusiveness or painted a sky-tone above the top of surrounding trees and in an earth-tone below the tree-top level.

(ix) Setbacks: Wireless communications facilities shall comply with the following setbacks:
I. Self supporting and monopole towers shall be setback **a minimum of 50 feet** from all property lines ~~by a distance of 110% of the height of the tower.~~

Article 3

Section 3-200

Article 3-200 Dimensional Standards 3-200A 1-7 and Table 3-200 A and 3-200B 1-8.
(Amend Section 3-200 all graphic tables to change reference from Maximum Impervious Surface Coverage to **Maximum Hard-Surface Coverage**.)

Section 3-300
10. ~~Impervious~~ **Hard Surface** Coverage. ~~Impervious~~ **Hard surface** coverage is the area of a lot or parcel occupied by all ~~impervious~~ hard surfaces on the lot or parcel, including, but not limited to, principal and accessory buildings, driveways, pavers, pavement, sidewalks, structures, patios, walkways, pools, and decks. The maximum ~~impervious~~ **hard surface** coverage shall not exceed the percent of the total lot area as indicated in this article.



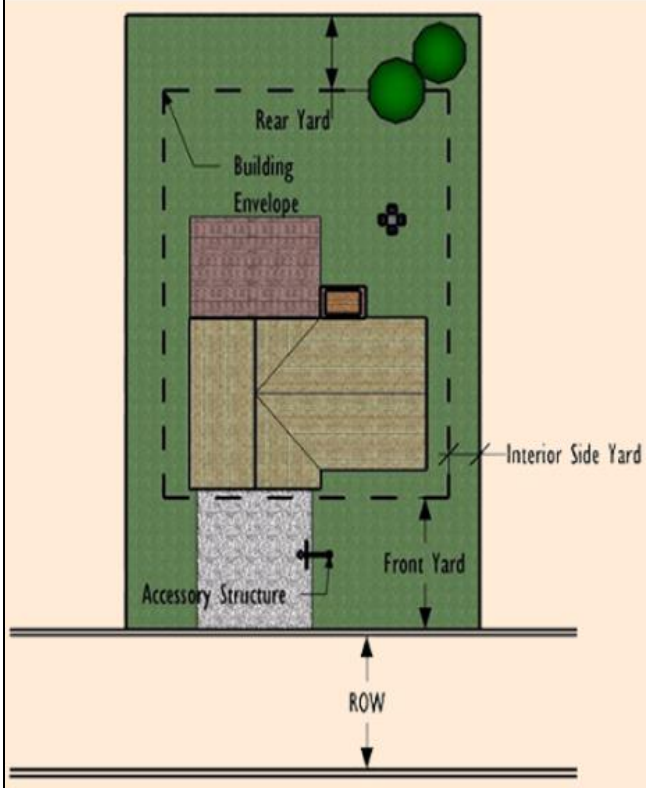
Hard Surface Coverage includes:

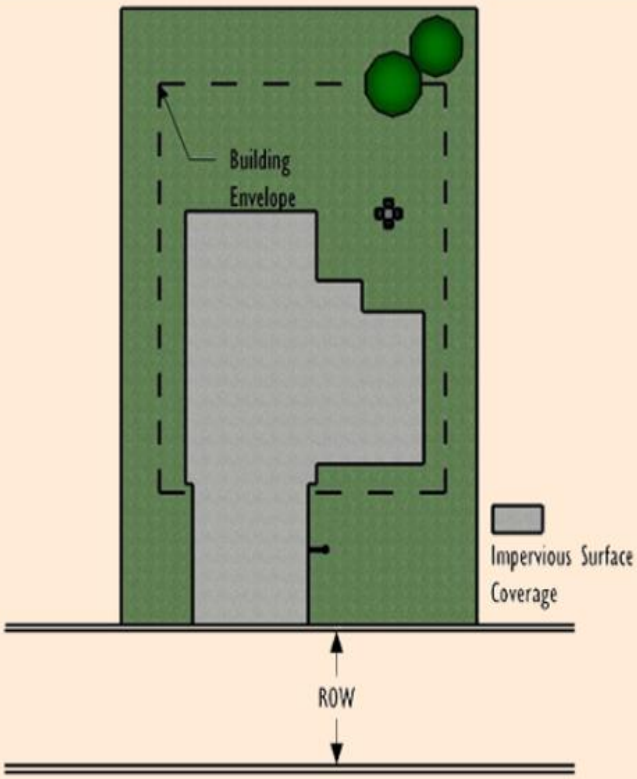
- Walkways
- Driveways
- Pools and Pool and Deck combinations
- Decks
- Patios including paver patios
- The foundation area of all buildings

HARD SURFACE — The area of a lot or parcel occupied by any hard-surfaced, man-made area including, but not limited to buildings, decks, patios, paved parking and driveway areas, walkways, sidewalks, pools and pool and deck combinations, and paved recreation areas (e.g. basketball court, tennis court, swimming pools). Permeable paver patio systems that have an underdrain system installed are considered 75% hard surface. To determine the percentage of surface covered, divide the total square footage of the hard surfaces by the total square footage of the site: Hard Surface/Total Area of Site = % Hard Surface Coverage.

Article 3-200 Dimensional Standards 3-200A 2-6.
(Amend Section 3-200 all graphic tables to change the listed accessory structure height and stories from 15 feet 1 story to allow 18 feet and 1 ½ stories)

3. Single-Family Residential (R-1) District.





Minimum Lot Area: 10,000 square feet

Minimum Lot Width: 80 feet

Minimum Front Setback: 30 feet

Minimum Interior Side Setback: 8 feet

Combined Interior Side Setback: 20 feet

Minimum Rear Setback: 20 feet

Minimum Yard Abutting a Street Setback: 30 feet

Yard Abutting Residential Districts: 0 feet

Side Setback for Detached Accessory Structure: 5 feet

Rear Setback for Detached Accessory Structure: 5 feet

Maximum Building Coverage: 40%

Maximum Impervious Surface Coverage: 50%

Maximum Floor Area Ratio: 0.80

Maximum Height, Principal Structure: 28 feet and 2 stories

Maximum Height, Accessory Structure: ~~15 feet and 1 story~~ **18 feet and 1.5 stories**

Maximum Net Density (DU/Acre): 3.50

SECTION 3-300 Measurements and exceptions.

B. Measurements.

1. Lot area.

   Lot area means the amount of land area, included within the property lines of a lot. Lands located within any private easements are included within the lot area measurement.

   Any principal use together with all accessory uses shall be established on a lot having a minimum area as indicated in this article. When subdividing property, corner lots shall have 15% more area than the minimum required area as indicated in this article.

The minimum lot area for two family, multiple-family, townhouse and any other attached dwellings shall be the sum of the lot area required for the first dwelling unit, plus the lot area required for each additional dwelling unit as indicated in this article.

Lot area measurements shall not include the defined area which includes wetlands and detention areas.

Article 4

Article 4-300
B. 2. ~~It is the policy of the City to follow the spirit and intent of this article, as it would apply to its own property, where practical.~~ **The City of Crystal Lake will maintain all public trees on City owned property following the guidance of the Public Works Urban Forest Management Plan.**

Article 4-300 D 3 – Amendments to the tree species list, see attached Exhibit A: Revised Tree List.

Article 4-500 E. Procedures *(Planned Unit Developments)*
2.

i. **Changes in building colors, provided that such color changes do not constitute "signage" which requires a sign variation**.

Article 4-600 B General Standards. *(Accessory Structures)*

9. Are not used for overnight lodging including but not limited to bedrooms or Tourist Homes.

Article 4-600 E 3 For Nonresidential Uses *Accessory Structures)*

d. **Accessory buildings or structures shall be designed with the same materials and color scheme as the principal building and use similar architectural styling if such buildings or structures are is visible from a public street, alley or public park**.

Article 4-1000 C Standards for all signs:

8. Sign Landscape. Free-standing signs require one (1) square-foot of landscape per square foot of sign area. Landscape requirements are found in Article 4-400 F 6.

(Renumber other existing list items)
9. Responsibility…..

10. Sign Abandonment…..
11. Conflict…..
12. Non-Signs….

Article 10

(move all Cannabis definitions from A General Definitions to **E. Land Use**

CANNABIS BUSINESS ESTABLISHMENT
CANNABIS CRAFT GROWER
CANNABIS CULTIVATION CENTER
CANNABIS DISPENSARY
CANNABIS INFUSER
CANNABIS PROCESSING
CANNABIS TRANSPORTER

PARKING LOT – an outside paved area used for the maneuvering and the parking of vehicles for a short period of time. Drive-aisles, curb and gutter, and striped parking areas are considered part of the parking lot.

RESIDENTIAL WIND OR SOLAR ENERGY SYSTEMS AS AN ACCESSORY USE – A residential solar energy system is the incorporation of solar panels mounted on the exterior of the structure of a residential dwelling unit or upon a lot occupied by a residential dwelling unit. Residential solar energy systems are limited to solar panels mounted on top of a building roof or a four foot by eight foot ground mounted solar array. A residential wind energy system is the incorporation of a maximum of two wind turbines mounted on the exterior of the structure of a residential dwelling unit or upon a lot occupied by a residential dwelling unit. One turbine is permitted to be mounted to any principal residential dwelling unit roof and one turbine is permitted as ground mounted equipment.

Appendix 4-1100 Public Utility Standards

4-1100 A 2 a Water service standards.

General: All development shall provide for the installation of a complete potable water and fire protection distribution system to supply all present and future needs. The system of water mains must be a looped ductile iron Class 52 ~~or PVCO C909~~ main of no less than eight-inch diameter that provides a minimum of two separate sources of pressure and volume. Final design and material type shall meet the approval of the City Engineer and Chief of Fire Rescue.

Exhibit A: Revised Tree List

Tree List				
Common Name	Botanical Name	Cultivar	Tree Type	Species Group
Alder, Black	**Alnus glutinosa**		**Shade Tree**	**D**
Alder, Speckled	**Alnus rugose**		**Ornamental/Small Tree**	**B**
Arborvitae, Eastern (also Eastern Whitecedar)	Thuja occidentalis	"Emerald," "Nigra," "Pyramidalis" "Wintergreen"	Evergreen	A
Ash, Blue **[Amended 1-18-2011 by Ord. No. 6641]**	Fraxinus quadrangulata	"Newport"	Shade Tree	D
Ash, European **[Amended 1-18-2011 by Ord. No. 6641]**	Fraxinus excelsior	"Aurea," "Hessei"	Shade Tree	D
Ash, Green **[Amended 1-18-2011 by Ord. No. 6641]**	Fraxinus pennsylvanica	"Honeyshade," "Marshall Seedless," "Patmore," "Summit"	Shade Tree	D
Ash, Mountain	Sorbus americana		Ornamental/Small Tree	D
Ash, White **[Amended 1-18-2011 by Ord. No. 6641]**	Fraxinus americana	"Autumn Applause," "Autumn Purple," "Champaign County," "Chicago Regal," "Elk Grove," "Rosehill," "Royal Purple," "Skyline," "Windy City"	Shade Tree	D
Baldcypress	Taxodium distichum		Shade Tree	A

Beech, American	Fagus grandifolia		Shade Tree	B
Beech, European	Fagus sylvatica	All cultivars	Shade Tree	B
Birch, Paper	Betula papyrifera	"Chickadee," "Snowy"	Shade Tree	D
Birch, River	Betula nigra	**“Heritage”**	Ornamental/ Small Tree	B
Boxelder	Acer negundo	"Auratum," "Flamingo," "Kelly's Gold," "Violaceum"	Shade Tree	D
Buckeye, Ohio	Aesculus glabra		Shade Tree	B
Catalpa	Catalpa speciosa		Shade Tree	D
Cedar, Eastern Red	Juniperus virginiana	"Canaertii," "Taylor"	Evergreen	B
Cherry, Black	Prunus serotina	"White Sparkle"	Shade Tree	C
Cherry, Japanese Flowering		"Amanogawa," "Kwanzan," "Royal Burgundy," "Shirofugen," "Shirotae," "Shogetsu"	Ornamental/ Small Tree	D
Cherry, Sargent	**Prunus sargentii**		**Ornamental/ Small Tree**	**B**
Chokeberry, Amur	Prunus maackii	"Amber Beauty"	Shade Tree	B
Chokecherry, Schubert	**Prunus virginiana**	**“Schubertii”**	**Ornamental/ Small Tree**	**B**
Coffeetree, Kentucky (male only)	Gymnocladus dioica		Shade Tree	A
Coffeetree, Kentucky, female only	Gymnocladus dioicus	"Prairie Titan"	Shade Tree	B
Corktree, Amur	**Phellodendron amurense**		**Shade Tree**	**D**
Corktree, Sakhalin	**Phellodendron sakhalinense**		**Shade Tree**	**D**

Cottonwood (female, only)	Populus deltoides		Shade Tree	D
Cottonwood (male only)	Populus deltoides	"Siouxland"	Shade Tree	C
Crabapple, Flowering	Malus spp.		Ornamental/ Small Tree	A
Crabapple, Flowering	Malus spp.		Ornamental/ Small Tree	B
Dogwood, Corneliancherry	Corrus mas		**Ornamental/ Small Tree**	**B**
Dogwood, Kousa	**Cornus kousa**		**Ornamental/ Small Tree**	**B**
Dogwood, Pagoda	Cornus alternifolia		Ornamental/ Small Tree	B
Douglas fir	Pseudotsuga menziesii		Evergreen	A
Elm, American	Ulmus americana	"Delaware #2," "Jefferson," "Princeton," "Valley Forge"	Shade Tree	D
Elm, Chinese	Ulmus parvifolia	"Dynasty," "Frosty"	Shade Tree	B
Elm, hybrid	Ulmus hybrids	"Accolade," "Homestead," "Jacan," "Pioneer," "Regal," "Sapporo Autumn Gold"	Shade Tree	B
Elm, Red (Slippery)	Ulmus rubra		Shade Tree	D
Elm, Rock	Ulmus thomasii		Shade Tree	D
Elm, Siberian	Ulmus pumila	"Chinkota," "Coolshade," "Dropmore," "Lincoln," "Morton Plainsman," "New Horizon," "Pendula," "Urban"	Shade Tree	D
Filbert, Turkish	Corylus colurna		Shade Tree	A

Ginkgo, male only	Ginkgo biloba	"Autumn Gold," "Fairmount," "Fastigiata," "Lakeview," "Princeton Sentry"	Shade Tree	B
Hackberry, Common	Celtis occidentalis	**“Chicago-land,” “Prairie Pride,” “Windy City”**	Shade Tree	A
Hawthorn, Cockspur	Crataegus crusgalli var. inermis		Ornamental/ Small Tree	A
Hawthorn, Downy	Crataegus mollis		Ornamental/ Small Tree	C
Hawthorn, English	Crataegus laevigata	"Crimson Cloud," "Paul's Scarlet," "Snowbird," "Toba"	Ornamental/ Small Tree	D
Hawthorn, Washington	Crataegus phaenopyrum		Ornamental/ Small Tree	B
Hickory, Shagbark	Carya Ovata		Shade Tree	B
Honeylocust, Common	Gleditsia triacanthos		Shade Tree	D
Honeylocust, Thornless	Gleditsia triacanthos f. inermis	"Green Glory," "Imperial," "Majestic," "Shademaster," "Skyline"	Shade Tree	A
Hornbeam, American	Carpinus caroliniana		Ornamental/ Small Tree	B
Hornbeam, European	**Caprinus betulus**		**Shade Tree**	**B**
Horsechestnut, Common	Aesculus hippocasta	"Baumannii"	Shade Tree	B
Katsura	**Cercidiphyllum japonicum**		**Shade Tree**	**B**
Larch, European	**Larix decidua**		**Conifer**	**B**
Lilac, Japanese Tree	Syringa reticulate	"Ivory Silk"	Ornamental/ Small Tree	B
Lilac, Peking	Syringa pekinensis		Ornamental/ Small Tree	C
Linden, American (Basswood)	Tilia americana	"Fastigiata," "Redmond"	Shade Tree	B
Linden, Littleleaf	Tilia cordata	"Greenspire," "June Bride"	Shade Tree	B

Linden, Redmond	Tilia euchlora	"Redmond"	Shade Tree	A
Linden, Silver	**Tilia tomentosa**		**Shade Tree**	**B**
London Plane	**Platanus acerifolia**		**Shade Tree**	**B**
Locust, Black	Robinia pseudoacacia	"Frisia," "Idaho," "Purple Robe,"	Shade Tree	D
Magnolia, Saucer	Magnolia x soulangi-		Ornamental/ Small Tree	B
Magnolia, Star	Magnolia stellata	"Centennial," "Rosea," "Royal Star," Waterlily"	Ornamental/ Small Tree	B
Maple, Amur	Acer tataricum subsp. Ginnala	"Compactum," "Durand Dwarf," "Flame," "Red Fruit"	Ornamental/ Small Tree	B
Maple, Black	Acer nigrum	"Greencolumn"	Shade Tree	A
Maple, Hedge	Acer campestre	"Marimo," "Queen Elizabeth"	Ornamental/ Small Tree	B
Maple, Miyabe	**Acer miyabe**		**Shade Tree**	**C**
Maple, Norway	Acer plantanoides	"Crimson King," "Columnare," "Deborah," "Drummondil," "Emerald Lustre," "Erectum," "Green Lace," "Royal Red," "Schwedleri"	Shade Tree	B
Maple, Red	Acer rubrum	"Armstrong," "Autumn Flame," "Columnare," "Red Sunset," "October Glory"	Shade Tree	B
Maple, Sycamore	**Acer pseudoplatanus**		**Shade Tree**	**B**
Maple, Silver	Acer saccharinum	"Beebe," "Laciniatum," "Silver Cloud," "Silver Queen," "Skinner"	Shade Tree	C
Maple, Sugar	Acer saccharum	"Green Mountain," "Legacy," "Sweet Shadow," "Wright Brothers"	Shade Tree	A

Maple, Tartarian	**Acer tataricum**		**Shade Tree**	**B**
Maple, Purpleblow	**Acer truncatum**		**Shade Tree**	**B**
Mulberry, Red (female only)	Morus alba		Shade Tree	D
Mulberry, Red (male only)	Morus rubra		Shade Tree	~~C~~ **D**
Mulberry, White (female only)	Morus rubra		Shade Tree	D
Mulberry, White (male only)	Morus alba	"Fruitless," "Mapleleaf"	Shade Tree	C
Oak, Bur	Quercus macrocarpa		Shade Tree	A
Oak, Chestnut	Quercus prinus		Shade Tree	B
Oak, Chinquapin	Quercus muehlenbergii		Shade Tree	A
Oak, English	Quercus robur	"Autopurpurea," "Concordia," "Filicifolia," "Michround," "Pendula," "Pyramich," "Skyrocket," "Variegata"	Shade Tree	B
Oak, Hill's	Quercus ellipsoidalis		Shade Tree	B
Oak, Pin	Quercus palustris	"Crownright," "Green Pillar,"	Shade Tree	B
Oak, Red	Quercus rubra		Shade Tree	B
Oak, Swamp White	Quercus bicolor		Shade Tree	A
Oak, White	Quercus alba		Shade Tree	A
Olive, Russian	Elaeagnus augustifolia		Ornamental/ Small Tree	D
Pear, Flowering	Pyrus calleryana	"Chanticleer," "Red," Spire," "Whitehouse" **"Callery"**	Shade Tree	~~A~~ **C**
Pine, Austrian	Pinus Nigra		Evergreen	C
Pine, Eastern White	Pinus strobus	"Contorta," "Fastigiata," "Pendula"	Evergreen	B

Pine, Jack	**Pinus banksiana**		**Evergreen**	**B**
Pine, Red	Pinus resinosa		Evergreen	C
Pine, Scots	Pinus sylvestris	"Aurea," "Beauvronensis,"	Evergreen	D
Planetree, London	Platanus x acerifolia	"Bloodgood," "Columbia," "Liberty," "Metzam," "Yarwood"	Shade Tree	B
Poplar, Black Lombardy	Populus nigra	"Italica" "Majestic," "Thevestin"	Shade Tree	D
Poplar, White	Populus alba	"Pyramidalis"	Shade Tree	D
Redbud, Eastern	Cercis canadensis	"Flame," "Wither's Pink Charm"	Ornamental/ Small Tree	B
Redwood, Dawn	Metasequoia glyptostroboides		Shade Tree	C
Serviceberry, Allegheny	Amalanchier Laevis		Ornamental/ Small Tree	B
Serviceberry, Apple	Amalanchier x grandiflora	"Autumn Brilliance," "Ballerina," "Princess Diana," "Robin Hill," "Strata"	Ornamental/ Small Tree	B
Serviceberry, Downy	Amalanchier arborea		Ornamental/ Small Tree	B
Serviceberry, Saskatoon	Amalanchier alnifolia		Ornamental/ Small Tree	B
Spruce, Black	**Picea glauca**	**“Bensata”**		
Spruce, Colorado Blue	Picea pungens		Evergreen	B
Spruce, Norway	Picea abies		Evergreen	B
Sweetgum	Liquidambar styriciflua	"Grazam," "Moraine," "Variegata"	Shade Tree	C
Sycamore	Platanus occidentalis		Shade Tree	C
Tamarack	**Larix laricina**		**Conifer**	**A**
Tree of Heaven	Ailanthus altissima		Shade Tree	D
Tulip Tree	Liriodendron	"Aureomarginatum"	Shade Tree	B

	tulipifera			
Yellowwood	**Cladrastis lutea**		**Shade Tree**	**C**
Walnut, Black	Juglans nigra	"Laciniata"	Shade Tree	C
Willow, Corkscrew	Salix matsudana	"Toruosa"	Shade Tree	D
Willow, Weeping	Salix alba	"f. argentea," "Britzensis," "Tristis"	Shade Tree	D
		Shade Tree D		
		Zelkova Zelcova serrata "Goshiki," "Green		
		Vase," "Halka," "Spring Grove" "Village Green"		

CRYSTAL LAKE PLANNING AND ZONING COMMISSION
WEDNESDAY, SEPTEMBER 6, 2023
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, Greenman, Gronow, Mason, Repholz, Skluzacek, and Teetsov and were present.

Elizabeth Maxwell, City Planner, and Katie Rivard, Assistant City Planner, were present from Staff.

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

APPROVE MINUTES OF THE AUGUST 16, 2023 PLANNING AND ZONING COMMISSION MEETING

Ms. Repholz moved to approve the minutes from the August 16, 2023 regular Planning and Zoning Commission meeting. Mr. Gronow seconded the motion. On voice vote, all members voted aye. Motion passed.

2023-153 UDO TEXT AMENDMENTS – PUBLIC HEARING

Various amendments to the UDO to Articles 2, 3, 4, 10 and Appendix.

Ms. Maxwell stated there are few proposed amendments to the UDO. The UDO is updated periodically based on best practices, how we have been interpreting the code, or issue that have come up. The changes are minor. The two biggest changes are car washes becoming a special use permit and the screening and colors of vacuum, vacuum hose equipment, and other outdoor mechanical equipment. Right now they are permitted in the B-2 zoning district, but a special use permit will allow staff to better evaluate the surrounding uses. Mr. Greenman asked if existing car washes would have to get a special use permit. Ms. Maxwell responded no, staff did not contemplate requiring existing car washes to meet new requirements.

Ms. Maxwell explained the proposed amendment to the lot area definition. The proposed text amendments would clarify the lot area calculation for multi-family developments. Lot area looks at the overall lot, not the individual lots. The amendment would clarify lot area does not include non-usable spaces such as detention areas.

Ms. Maxwell stated most other changes are minor. Impervious surface coverage will become hard surface to avoid conflict with the storm water ordinance. The storm water ordinance provides allowances for permeable paves. Ms. Maxwell explained the credit and percentages.

Mr. Greenman asked what drove the reduction in height from 110% to 50 feet for cell towers. Ms. Maxwell explained that until you get the northwest sub-area, cell towers would not be able to meet the 110% setback requirement. There have already been a few variations granted. Variations will continue because they would not find lots where they can meet this. Also, towers do not fall straight over, they collapse on themselves so the 110% requirement is not necessary.

Ms. Repholz asked about increasing to 1.5 stories for accessory structures, if doing that will make it more likely for people to building spaces for rent. Ms. Maxwell explained there is added language proposed to prevent accessory structures as living spaces. The City has never allowed accessory structures to be used as living space. The added language will clarify this. There have already been three or four variation requests for dormer lengths which are at 1.5 stories. The goal is to allow wall plates to go up to prevent large dormers. It makes sense to reduce variations.

Ms. Repholz asked about massage and tattoo uses. Ms. Maxwell explained a massage establishment currently requires a special use permit. Now we have the massage establishment license and the special use permit does not seem as important as they are already going through the background process for the Massage Establishment License. The special uses have been approved and the City has not found any issues with establishments and their location. Massage establishments will still be held to the same criteria, but will now only require a limited use permit. Ms. Maxwell explained that tattoo establishment were once a special use permit in the B-2 zoning district, then the code was amended to a limited use permit, but the use is a permitted use in B-4 zoning district. If tattoo establishments are already permitted in B-4 zoning district, it makes sense to allow it as permitted in the B-2 zoning district.

REPORT FROM PLANNING

Staff noted the items that were recently approved by the City Council and the upcoming items on the next PZC meeting.

COMMENTS FROM THE COMMISSION

None.

ADJOURNMENT

Mr. Gronow made a motion to adjourn the meeting. Ms. Mason seconded the motion. On voice vote, all members voted aye. The meeting was adjourned at 9:40 p.m.

Agenda Item No: 20

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: Amendments for Various City Code Provisions

Recommendation: Motion to adopt an Ordinance amending City Code Chapter 385 Food Trucks, Chapter 154 Fire Alarms, and Chapter 251 Fire Code.

Staff Contact: Kathryn Cowlin, Director of Community Development
Craig Snyder, Fire Rescue Chief

Background:

The proposed City Code text amendments would address issues observed by staff, based on their day-to-day application of the City Code, and would clarify the requirements and procedures for businesses and developers. These are general housekeeping amendments intended to streamline a certain process, eliminate confusion amongst conflicting codes, or better explain a certain code provision.

Request:

Chapter 385 Food Trucks:

- Since the adoption of the food truck ordinance, new types of food vendors have become popular. In an effort to clarify permitting requirements, city staff is proposing to create additional food vendor types (Food stand, food trailer and food truck).
- This will continue the City's standard of requiring a permit for these food vendors on private property.
- The proposed change will also align the City's terminology with the McHenry County Department of Health's ordinance.

Chapter 154 Alarms:

- The proposed change to Chapter 154 Alarms adds a reference to the current code editions. Previously, the code referenced out-of-date codes. This is a clerical correction.

Chapter 251 Fire Code:

- The proposed change to Chapter 251 Fire Code relates to allowing the residential 13D sprinkler system to be utilized in townhomes (attached dwellings of 3 or greater).
- Currently, townhomes require a sprinkler system. Initially, when the City adopted the International Fire Code (IFC), the City approved a local amendment to the code to only allow for 13R systems, which are systems that require a fire protection equipment room. The IFC allows for a 13D system and the proposed language would amend the local amendment to reflect such allowance.
- 13R systems are a multi-family residential (apartment building) system and requires high construction costs which has resulted in residential developer pushback for townhomes. Developers agree to a 13D system.
- Allowing for the 13D system will meet the City's goal of requiring fire sprinkler systems for townhomes while also encouraging residential development.

The City's special legal counsel has reviewed all of the proposed changes and they are in an acceptable format.

Votes Required to Pass:

Simple majority vote.

Ordinance #:
File

ORDINANCE AMENDING CHAPTER 385 ARTICLE V – FOOD TRUCKS OF THE CODE OF THE CITY OF CRYSTAL LAKE

WHEREAS, Chapter 385 of the Code of the City of Crystal Lake (the "City Code") regulates food trucks within the City of Crystal Lake; and

WHEREAS, There have been changes in food vendors which are popular sources of food for businesses that do not have kitchens or host special events; and

WHEREAS, the Community Development Department has determined that it would be in the best interests of the City and its residents to make additional modifications to Chapter 385 of the Code of the City of Crystal Lake.

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

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

SECTION TWO: That Chapter 385 Article V – Food Trucks of the City Code of the City of Crystal Lake is hereby created and shall read as follows:

Article V: Food Vendors

§ 385-33. Definitions.

For purposes of this chapter, the following terms shall have the meanings indicated:

Food Stand: A food kiosk or food booth utilizing a temporary structure to cook, prepare, and sell food.

Food Trailer: A non-motorized self-contained enclosed trailer that is equipped with facilities for cooking, preparing, and/or selling food.

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Food Truck: A motorized vehicle that is equipped with facilities for cooking, preparing, and selling food.

Food Vendor: A person, sole proprietorship, partnership, corporation, limited liability company or other legal entity which sells food for human consumption from a food truck, food trailer or food stand.

Special Event: See Chapter 453 for the definition of a special event and for special event approval.

§ 385-34. Application, Issuance of Permit.

A. It shall be unlawful for any food vendor to sell food for human consumption from a food stand, food trailer or food truck upon private property unless such food vendor holds a valid and current permit for such sale which has been issued in accordance with the provisions of this chapter, or in the event the person has a valid current permit, in violation of the terms of such permit.

B. Food Vendors on Private Property: Food vendors that request to operate on private property shall submit an application for a food vendor permit to the Community Development Department upon such forms as may be approved by the Director of Community Development.

1. Each food vendor operating on private property requires an annual permit issued in accordance with this chapter.

2. A separate permit shall be required for each food truck, food trailer or food stand operated by the food vendor.

3. At time of application, food vendors must provide the Director of Community Development with evidence of written authorization from the owner of each property upon which the food vendor intends to sell food, as well as a site plan for each location upon which such sales shall be conducted. Food vendors may not engage in the sale of food upon any property not identified in the application or not in accordance with the submitted site plans, unless approved by the Director of Community Development.

C. Food Vendors on Public Property. Food Vendors may not operate upon public streets, sidewalks or property owned by the City of Crystal Lake except when operating pursuant to and in accordance with a Special Event Permit issued pursuant to Chapter 453.

§ 385-35. Conditions of Approval. All food trucks, food trailers and food stands are subject to the following conditions:

A. All permits for operating as a food vendor will be valid for one year with an effective date of January 1 and an expiration date of December 31.

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B. Food vendors may operate on private property in any zoning district other than residential districts, except that such operations may take place within residential districts as part of an approved Special Event.

C. Food vendors may not operate within the City for more than eight hours during any twenty-four-hour period, but in no case to exceed the hours of operation for the business on the property for which the food vendor is located, with the exception of food vendors operating as part of an approved Special Event.

D. The food vendor's Illinois business tax (IBT) number shall be provided to the Finance Department. The point of sale shall be noted as Crystal Lake for sales tax.

E. Proof of McHenry County Health Department approval must be provided to the Community Development Department prior to beginning operation.

F. Food vendors operating from food stands utilizing tents or canopies shall comply with the requirements as published by the Fire Rescue Department.

G. All food trucks and food trailers shall be required to have an annual inspection by the Fire Prevention Bureau prior to use within the City.

H. If liquid propane gas is used, the following conditions shall be met:

(1) Cooking and warming equipment shall be in good working condition and cleaned of grease or other combustible material.

(2) Portable liquid propone gas containers, piping, valves and fittings which are located outside and are being used to fuel equipment shall be adequately protected to prevent tampering, damage by vehicles or other hazards and shall be located in an approved location. Portable liquid gas containers shall be securely fastened in place by use of an approved method to prevent unauthorized movement, tipping, or regulator damage.

(3) Fittings, valves, and hoses used with liquid propone gas equipment shall be maintained in good working condition. When, in the opinion of the Fire Code Official, an unsafe condition exists with the fitting, valve, or hose used by the equipment, it shall be replaced or the equipment shall not be used.

(4) Liquid propane gas containers shall be stored within a suitable enclosure or otherwise protected against tampering.

(5) A Type I hood shall be installed at or above all commercial cooking appliances and domestic cooling appliances used for commercial purposed that produce grease-laden vapors. (Reference: 2018 IFC Section 607).

(6) Combustible materials shall be kept a minimum of three feet from cooking appliances.

(7) Provide a fire extinguisher of minimum size 2A10BC in the cooking area. Cooking equipment involving vegetable or animal oils and fats shall be protected by a Class K rated portable fire extinguisher.

I. Food vendors must provide receptacles for refuse and properly dispose of all waste.

J. Food vendors must provide evidence of insurance.

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K. Food vendors must comply with all noise regulations of the City

L. Food vendors may not provide seating or tables for their customers, with the exception of Food Vendors operating as part of an approved Special Event.

M. Food vendors are allowed to display signage that is painted or permanently affixed to the food truck, food trailer or food stand. Food vendors are not allowed to display any additional signs, such as freestanding sandwich boards.

N. Food vendors may not have amplified sound or music emanating from the vehicle.

O. As part of the application, the applicant shall provide a site plan that shows the location that the food vendor will operate.

P. Food trucks, trailers, and stands shall be located on a suitable surface, as determined by the City Engineer, for the duration of its operation.

Q. Food vendors shall be not be allowed to operate a food truck, food trailer or food stand within fire lanes, handicap parking spaces, or in any other location that will impede traffic flow or create unsafe conditions for pedestrians.

§ 385-36: Fees:
The fee for each permit required by this article shall be $50. All fees required pursuant to this article shall be paid to the Director of Finance of the City of Crystal Lake.

§ 385-37: Exemptions:
Food Vendors shall be exempt from obtaining a permit under one or more of the following conditions:

A. The food vendor is operating under contract with the City of Crystal Lake.

B. The food vendor is contracted by the Crystal Lake Park District and operating solely on Park District Property.

C. The food vendor is contracted by an educational institution approved or authorized by the State of Illinois and operating solely on their property.

D. The food vendor is operating as part of an approved Special Event. This exemption shall not permit the operation by food vendors upon public streets, sidewalks or property owned by the City of Crystal Lake unless such operation is expressly authorized by a Special Event Permit issued pursuant to Chapter 453.

E. Ice cream trucks; see Chapter 504 Article II.

F. The food vendor is operating under contract by another governmental entity and operating solely on the government entity's property.

All food vendors, regardless of whether they meet one or more of the above criteria, shall be required to meet the requirements of Chapter 385-35.

§ 385-38. Denial of Permit
An Applicant may be denied a food vendor permit under any of the following conditions:

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A. The applicant has previously failed to comply with the provisions of a food vendor permits

B. The applicant has been convicted of a violation of any provision of this chapter

C. The applicant has failed to qualify for any other license required by the Code of Ordinances of the City.

§ 385-39. Revocation of Permit

The Director of Community Development may revoke any issued Food Vendor Permit under any of the following conditions:

A. The applicant is found in violation of this chapter, or of the statute of the State of Illinois or ordinances of the City of Crystal Lake relating to the public health, safety, or fire protection.

B. The applicant has made a false material statement in the application.

C. The applicant fails to comply with any of the provisions of this chapter or the terms or conditions of the permit issued pursuant to this chapter.

D. The property owner communicates to the City in writing that the food vendor no longer has permission to operate.

#

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 19th day of September, 2023

APPROVED:

_____
Haig Haleblian, MAYOR

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

PASSED: September 19, 2023
APPROVED: September 19, 2023

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

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Draft

Ordinance #:
File

ORDINANCE AMENDING CHAPTER 154 (ALARMS) AND CHAPTER 251 (FIRE CODE) OF THE CODE OF THE CITY OF CRYSTAL LAKE

WHEREAS, Chapter 154 of the Code of the City of Crystal Lake (the "City Code") regulates fire and security alarms within the City of Crystal Lake; and

WHEREAS, Section 154-1 of the City Code provides that fire alarm systems shall be installed in accordance with the provision of NFPA 72 the national Fire Alarm Code, 2007 Edition, as well as provisions of the International Building Code and the International Fire Code.

WHEREAS, NFPA 72 has been updated and the City's Fire Rescue Department has determined that it would be in the best interests of the City and its residents to adopt, by reference, the 2016 edition of the NFPA 72; and

WHEREAS, Section 251-1 of the City Code adopts by reference the International Fire Code, 2018 edition (the "IFC"); and

WHEREAS, Section 251-2 of the City Code adopts additions, insertions and amendments to the IFC;

WHEREAS, the Fire Rescue Department has determined that it would be in the best interests of the City and its residents to make additional modifications to the IFC.

NOW, THEREFORE, BE IT ORDAINED 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.

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SECTION TWO. Amendment to Section 154-1 (Fire Alarm Design and Installation

[Deletions are shown as strikethroughs, additions are underlined and in bold font]

Section 154-1 of the City Code shall be amended as follows:

§154-1Fire alarm systems shall be designed and installed in accordance with the provisions of NFPA 72, the National Fire Alarm Code, ~~2007~~ **2016** Edition, the International Building**, 2018 Edition** (IBC), as required pursuant to Chapter 187, the International Fire Code, **2018 Edition** (IFC), as required pursuant to Chapter 251, and this chapter. Devices, appliances and equipment shall be listed and approved for the purpose for which they are installed.

SECTION THREE. Amendment to Section 251-2 (Additions, Insertions and Amendments):

[Deletions are shown as strikethroughs, additions are underlined and in bold font]

Section 251-2(J) shall be amended as follows:

J**. Section 202. General Definitions**

1) HIGH-RISE BUILDING. A high-rise building shall be a building with an occupied floor located more than 55 feet above the lowest level of Fire Department vehicle access, which may contain any use group classification or combination of use group classifications. (References to 75 feet for high-rise buildings shall refer back to the revised definition of 55 feet.)

2) TOWNHOMES AND TOWNHOUSES. A single-family dwelling unit constructed as a group of three or more attached units in which each unit extends from foundation to roof and with a yard or public way on not less than two sides. The design of townhomes and townhouses shall meet all other requirements of the adopted code.

Section 251-2(T)(2) shall be amended as follows;

2. Single and two-family detached homes. (~~Townhomes and attached single-family homes with three or more units in a structure shall require an automatic sprinkler system).~~ **See Section 251-2(V)(2) for requirements for townhomes and townhouses.**

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Section 251-2(V) shall be amended as follows:

V. Section 903.3. Installation requirements. ~~is amended as follows:~~

1) Automatic sprinkler systems shall be designed and installed in accordance Sections 903.3.1 through 903.3.8.

2) Automatic Sprinkler systems shall be installed throughout in townhomes and townhouses up to three stories in height regardless of the use of fire walls. The automatic sprinkler system shall be designed according to either NFPA 13R OR NFPA 13D

Section 251-2(NN) shall be amended as follows:

918.1 Fire equipment room. New buildings or structures with required fire protection or detection equipment shall require a separate room for installed controls of fire protection or detection equipment unless approved by the Fire Code Official **or except systems that comply with the requirements of a 13D system.**

SECTION FIVE. 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 19th day of September, 2023

APPROVED:

_____
Haig Haleblian, MAYOR

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

PASSED: September 19, 2023
APPROVED: September 19, 2023

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

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Agenda Item No: 21

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: Intergovernmental Agreement Regarding Lake Safety and Ecology Fees for Users of Crystal Lake

Staff Recommendation: *City Council's Discretion* -

1. Motion to adopt a Resolution approving the Intergovernmental Agreement Regarding Lake Safety and Ecology Fees for users of Crystal Lake
2. No Action

Staff Contact: Eric Helm, City Manager

Background:

An intergovernmental agreement between the City of Crystal Lake and the Village of Lakewood for the enforcement and safety patrol on Crystal Lake requires watercraft users to purchase annual boat decal stickers. The decal fees are $30 for motorized boats and $20 for non-motorized boats. The Village uses the decal revenue to pay staff salaries for the patrol of the lake and purchase patrol and safety supplies, such as watercraft and navigation buoys.

Proposal to Increase Boat Decal Fees

In 2019, the Crystal Lake Park District assisted in the formation of an informal committee called the "Lake Advisory Committee". The Committee has not been statutorily created by the Park District, but has provided the District recommendations regarding lake management issues. In 2020, the Park District, through this informal Committee, requested that the Village of Lakewood and the City consider raising the boat decal fees to remediate weed growth on Crystal Lake. According to documents provided by the Park District's Lake Advisory Committee, weed growth increased steadily over the last three years and additional treatments are necessary. The Crystal Lake Park District budgeted funds in the past to perform weed treatment and remediation, but it believes weed treatment and remediation is best funded by lake users through decal fees.

At the February 15, 2022 City Council meeting, the Council considered an Intergovernmental Agreement proposing to increase the boat decal fee and allocate proceeds to lake ecology. The City Council took no action at that time. Recently, the Park District and Lake Ecology Committee have asked the City to reconsider a modified IGA.

Based on the Committee's proposal and research, the Park District recently considered an *Intergovernmental Agreement Regarding Lake Safety and Ecology Fees for Users of Crystal Lake (IGA)*. This IGA references the Committee's proposal to address weed growth. Highlights of the IGA include:

- Creation of an additional boat decal fee component for "Ecology". The additional fee is depicted in *Table 1*.
- The Park District shall assume responsibility for selling the decal stickers and then distribute the Lake Safety component of the funds to the Village for enforcement and safety on the Lake to the Village.
- The Park District, shall disburse funds to consultants and contractors for weed remediation and removal. Funds would be used for weed harvesting and direct weed treatment. *The previously proposed agreement allowed expenses related to consultant services; however, the new agreement allows the Park District to offset internal Staff expense for harvesting activities and harvester capital replacement costs.*
- The agreement automatically renews annually; but may be terminated by any party with prior notice.

The IGA also includes recommended language for the City Council's consideration:

- ***Dedication of Lake Ecology Fee Revenue for enhanced harvesting and weed treatment.*** Section 4 includes language that would require the Park District to continue budgeting for monitoring and management activities. It is intended that the Lake Ecology Fee provide additional revenue for enhanced weed treatment and harvesting per the terms of the agreement.
- ***Accounting for use of Ecology Fee and Distribution.*** Section 5 requires the Park District to provide an annual accounting of the ecology fee fund balance and activities.

Table 1, below, shows the amount of the fee designated for "Lake Safety", which would not increase. These funds would continue to be used by the Village of Lakewood to conduct lake enforcement and safety patrol. The row labeled "Ecology Component" would be retained by the Park District for weed harvesting and treatment, per the IGA.

Table 1 – Proposed Fee

	Non-Motorized	**0-39 HP**	**40-99 HP**	**100 – 199 HP**	**200 + HP**
Current Fee Lake Safety Component	$20	$30	$30	$30	$30
Ecology Component	-	$20	$45	$95	$170
Total Fees	$20	$50	$75	$125	$200
% Increase	*No Increase*	*+ 67%*	*+ 150%*	*+ 317%*	*+ 567%*

The exact amount of additional revenue resulting from the decal fee increase is difficult to estimate. Based on historical figures, the Village estimates the ecology component could annually raise $46,000 - $60,000.

The Executive Director of the Crystal Lake Park District, Jason Herbster, and members of the Lake Advisory Committee will attend the meeting to present the proposal.

Votes Required to Pass:

Simple majority.

Res. _____

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE approve an Intergovernmental Agreement Regarding Lake Safety and Ecology Fees for Users of Crystal Lake between the City of Crystal Lake, Village of Lakewood and Crystal Lake Park District.

DATED this 19th day of September, 2023.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By: _____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: September 19, 2023
APPROVED: September 19, 2023

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INTERGOVERNMENTAL AGREEMENT REGARDING LAKE SAFETY AND ECOLOGY FEES FOR USERS OF CRYSTAL LAKE

WHEREAS, for many years, the City of Crystal Lake ("City") and the Village of Lakewood ("Village") have had in place an Intergovernmental Agreement (the "Original IGA") regarding lake safety upon Crystal Lake ("Lake") and have annually approved budgets as a method of financing Lake safety;

WHEREAS, the City and Village have adopted identical ordinances regarding Lake safety and enforcement that reflect certain Illinois State statutes regulating boating activities on the Lake;

WHEREAS, the City and Village, along with the Crystal Lake Park District ("Park District") have been approached by the Lake Advisory Committee with a plan to address invasive plant species and ecology relative to the Lake;

WHEREAS, the City, Village and Park District desire to enter into this agreement (the "Agreement") in order to address and improve the ecology of the Lake for the users and residents of their respective units of local government;

WHEREAS, the Park District's participation in this Agreement is for Lake ecology, and collection and disbursement of Lake usage fees;

WHEREAS, the parties are authorized to enter into this Agreement pursuant to the Illinois Compiled Statutes and by Article VII, Section 10 of the Illinois Constitution of 1970.

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Recitals. The above stated recitals are incorporated into this Agreement by this reference.

2. Lake Usage Fees. Each motorized and non-motorized watercraft operating on the Lake shall display a Lake usage decal. The Park District shall be solely responsible for selling the Lake usage decals and collecting and disbursing the revenue therefrom. The Village shall enforce the requirement for watercraft to display a Lake usage decal. The initial cost of Lake usage decals shall be as follows:

2024 Proposed Crystal Lake Boat Decal Fee Table					
	Non-Motorized	0-39 HP	40-99 HP	100-199HP	200 + HP*
Lake Safety Fee	$20	$30	$30	$30	$30
Lake Ecology Fee	N/A	$20	$45	$95	$170
TOTAL FEE	**$20**	**$50**	**$75**	**$125**	**$200**

*Unspecified Horsepower (HP) will pay the 200+HP fee

Lake usage decal costs may be modified from year to year by written concurrence of the City, Village

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and Park District without otherwise amending this Agreement.

3. Use of Funds.

A. The Lake Safety Fee shall be used to administer and pay for the Lake safety patrol and enforcement upon the Lake in accordance with the terms and conditions approved by the City and Village in accordance with the Original IGA. The Park District shall distribute the Lake Safety Fee received by it to the Village at least monthly along with an accounting sufficient to identify the fees collected.

B. The Lake Ecology Fee shall be held by the Park District and restricted for use for the Lake ecology purposes and pursuant to the terms of this Agreement

4. Lake Ecology Purposes. The Park District may use funds received as the Lake Ecology Fee for purposes of maintaining and improving the health of the Lake, limited to:

- **Consultants:** The costs of Lake ecology consultants, as they relate to supplemental and enhanced weed treatment and harvesting.
- **Weed Harvester**: Harvesting conducted by the Park District using a harvester owned by the Park District.
- **Direct Treatment of Milfoil and other Invasive Weed Species ("Weeds")**: Treatments applied by authorized specialists in varying areas of the Lake as needed based on plans developed by the Park District.

(Collectively, the "Lake Ecology Activities.") The Park District's receipt and use of the Lake Ecology Fee are subject to the Park District continuing to budget for and fund activities relating to ongoing monitoring and management programs, special technical studies, and special management and capital improvement activities relating to the Lake (the "Ongoing Lake Activities") in an annual amount of not less than $67,000.00, unless otherwise approved in writing by the City and Village. It is intended that the additional revenue from the Lake Ecology fee are to be used for the Lake Ecology Activities and not offset costs for the Park District's Ongoing Lake Activities.

5. Accounting For Use of Ecology Fees and Distribution at the End of the Term. No later than October 1 of each year, the Park District shall provide an accounting with respect to the Lake Ecology Fees receipts, use thereof, and fund balance, as well as the Ongoing Lake Activities to the City and Village. At the termination of this Agreement, the fund balance remaining, if any, of the Lake Ecology Fees received by the Park District shall disbursed to the Village for the Lake Safety Fund.

6. Term. The initial term of this Agreement shall begin on the date the last of the parties hereto approves it and shall end on December 31, 2024. The term of this Agreement shall automatically renew on January 1 of each year thereafter, and run until December 31st each year, unless any party hereto gives written notice no later than November 1 of the then current term that the Agreement will terminate at the end of the then current term.

7. No Third Party Beneficiaries. This Agreement is not intended to create any rights or

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benefits in or to any third parties and is entered into solely for the benefit of the City, Village and Park District.

8. Amendment. This Agreement may be amended at any time upon the mutual written agreement of the City, Village and Park District.

9. Governing Law. This Agreement shall be construed in accordance with the laws and Constitution of the State of Illinois.

10. Counterparts and Electronic Signatures. This Agreement may be executed in counterparts, which, when taken together shall constitute one document. Facsimile and emailed copies of this Agreement bearing the signatures of the representatives of the parties shall be construed as original versions of this Agreement.

CITY OF CRYSTAL LAKE, an Illinois municipal corporation

By: _____
Mayor Haig Haleblian

ATTEST:

_____
City Clerk Nick Kachiroubas

Dated: _____, 2023

VILLAGE OF LAKEWOOD, an Illinois municipal corporation

By: _____
President David Stavropoulos

ATTEST:

_____
Village Clerk Jeanette LoBosco

Dated: _____, 2023

CRYSTAL LAKE PARK DISTRICT, an Illinois park district

By: _____
Eric Anderson, President

ATTEST:

_____
Jason Herbster, Secretary

Dated: _____, 2023

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Lake Ecology IGA Budget

Expenses:		
Staff		
Harvest	2 staff x $25/hr x 200 hours (25 days) =	$ 10,000.00
Sticker Sales	1 staff x $25/hr x 60 hours =	$ 1,500.00
Weed Treatment	30 acres x $1375/acre =	$ 41,250.00
Decals	1900 x $.35/each=	$ 665.00
Consultant Fee		$ 5,000.00
Harvester Replacement	$100,000/20yr useful life =	$ 5,000.00
Total		**$ 63,415.00**

Annual Lake Ecology Budget (2023)

Special Technical Studies		
Bathymetric/Soft Sediment Survey	$	4,000.00
Lippold Sand Filter Effectiveness Review and Study(cont)	$	3,500.00
Special Management and Capital Improvement		
Lippold Water Quality Monitoring (TSS & Turbidity)	$	3,500.00
Continued Monitoring and Management Programs		
Monitoring		
Aquatic Macrophyte Surveys	$	9,000.00
Lake Water Column Quality Sampling	$	13,000.00
Source Water Quality and Hydrology Sampling	$	2,000.00
Hydrology Monitoring	$	4,500.00
Annual Lake Report	$	4,000.00
Management		
On-Lake Treatment - CLPD Beaches (all Vegetation)	$	6,000.00
West Bay Curleyleaf Control (Herbicide)	$	5,000.00
Harvesting Contractual	$	9,500.00
Additional Lake Treatments (Herbicide, special tasks, etc.)	$	3,000.00
Total	**$**	**67,000.00**

Summary

Lake Ecology IGA Budget	**$ 63,415.00**
Annual Lake Ecology Budget (2023)	**$ 67,000.00**
Less Harvesting Contractual 2023	**$ 9,500.00**
Total	**$ 120,915.00**

Average Sticker Fee $82.50 ($50+$75+$125+$200/4)
1,465 Stickers would need to be sold for motorized boats to break even ($120,915/$82.50 = 1,465.63 stickers)

Hey and Associates, Inc.

Engineering, Ecology and Landscape Architecture

26575 W. Commerce Drive, Suite 601
Volo, Illinois 60073
Phone (847) 740-0888
Fax (847) 740-2888

April 10, 2023

Mr. Jason Herbster
Executive Director
Crystal Lake Park District
1 E. Crystal Lake Avenue
Crystal Lake, Illinois 60014

Project No.: 23-0061

Re: Lake Consulting Scope of Services – 2023 (Updated scope and fees)

Dear Jason:

This proposal provides Hey and Associates, Inc. (Hey's) proposed 2023 Lake Consulting Scope of Services for consideration by the Crystal Lake Park District (CLPD). The tasks outlined in this scope are supported by the conclusions and recommendations of the Crystal Lake Clean Lakes Phase 1 Plan, past recommendations generated from the CLPD Board, comments from annual lake meetings, stakeholder input, Lake Discovery Day events, and again this year, suggestions from the Lake Advisory Committee (LAC) through CLPD Administration.

We look forward to our continued partnership with CLPD and all interested parties, with the ongoing assessment and management of Crystal Lake proper and its watershed. Continuing to actively study and manage the lake environs signifies the ongoing commitment and leadership CLPD provides to help ensure Crystal Lake remains one of the cleanest and healthiest lakes in the State of Illinois.

Our scope of work for each of the identified tasks is described below. Estimated costs for each task are summarized in Table 1.

SPECIAL TECHNICAL STUDIES

Bathymetric and Soft Sediment Survey of Northern Area in West Bay

We propose to perform bathymetric and soft sediment surveys of the northern area in West Bay to record and quantify the amount of organic material that has deposited in that area. The depth and limits of deposited material collected using manual and sonar technology will hopefully demonstrate that the herbicide treatments and harvesting operations are generally working to not only improve the quality of the plant communities, but also to prevent additional organic material build-up on the lake bottom. This data can be compared with previous bathymetric surveys to document how much the lake bottom and water depths have changed over the past several years, if at all. We will also try to ascertain whether the observed sediments are increasing in depth over time, and if so if they are being derived from within the lake itself, from external sources, or both.

In addition to the soft sediment survey outlined, we propose mapping the entire lake using sonar technology. This task would include traversing the entire lake, prior to any significant vegetation growth, with the purpose of updating the lake bathymetric map. The last full-lake mapping effort last happened in approx. 2008.

ONGOING LIPPOLD OUTLET SAND FILTER ASSESSMENT

The sand filter that was put in place at the Lippold Wetland Complex outlet roughly 20 years ago is due to be assessed for its current functionality. Over time, these devices can become plugged with sediment and/or organic material deposition, which may cause the filter to underperform or outright stop functioning. We propose to re-review the design plans, update field measurements, and conduct a field survey to determine the current status of this filter. We will prepare a memorandum that will document our findings and any recommended maintenance tasks. This task was outlined in the 2022 Scope, however, we hadn't had the opportunity to adequately look at this feature, thus the task was not billed to any significant degree.

SPECIAL MANAGEMENT AND CAPITAL IMPROVEMENT

FISHERY MANAGEMENT AND COORDINATION

Not included in this scope.

CONTINUED LIPPOLD PARK WATER QUALITY MONITORING

Hey will continue to monitor the water quality of the Lippold Park Wetlands outflow at the point where it discharges into the stormwater conveyance system known as the Honeysuckle Storm Sewer and ultimately into Crystal Lake. The purpose of this monitoring effort is to quantify sediment and suspended solids leaving the Lippold Wetland Mitigation area. Residents along the inlet channel to West Bay have indicated a concern over this issue and this sampling assists in quantifying suspended sediment load to the lake from CLPD property, which has been very limited thus far. This data will be used to determine limits of sediment contribution, if any, by CLPD.

This project initially started in the spring of 2021 with the deployment of a water quality sonde in the storm structure located on CLPD property, near the lower pond outlet. We will take physical water samples after two or three runoff producing rain events to analyze for total suspended solids (TSS) and turbidity. We will use those sample results to further calibrate the deployed equipment. We were able to collect samples in 2021/2022, however, due to the second year of relatively dry conditions following a wet spring, those few rain events did not produce runoff substantial enough to cause a spike in readings or help to come to any substantial conclusions.

Hey will continue to collect data from the deployed water quality sonde as well as collect additional water samples following significant rainfalls in 2023. Once we determine that we have enough data to estimate the quantity of suspended solids discharging out of Lippold, we will provide a memo with our findings and recommend additional steps, if necessary.

MONITORING AND MANAGEMENT PROGRAMS

AQUATIC MACROPHYTE SURVEYS

Aquatic macrophyte surveys will be completed in spring and mid to late summer in 2023. In past years, the entire lake perimeter, thirty-seven transects, each with six sampling locations, were surveyed and mapped, consistent with previous years dating back to 2005. In 2023, we propose to keep the individual transects along the north and south sides of the lake but alter the sampling locations in West Bay as well as at the east end of the lake, adjacent to Main Beach. We propose to utilize a point intercept method of sampling in these areas to get a much more detailed look at the vegetation and the effects the 2022 ProcellaCOR™ treatments, aimed at Eurasian water milfoil stands, on the east and west ends, as those locations had significant growth prior to treatment. Point intercept is a method of collecting data using a grid pattern of equal spacing as opposed to the transect method historically used around the entire lake.

As in 2022, we will deploy a drone to assist with the mapping of seasonal plant distribution. Additionally, we may conduct boat-mounted sonar operations to gather very specific, detailed location data to enhance data collected from the manual methods. This mapping will be used to verify the plant densities observed during the macrophyte surveys. It will also give us a clear picture of the exact areas that may require treatments of invasive species and to assess the effectiveness of the large-scale treatment to eradicate the non-native milfoil plant, in its second year of potential effectiveness. The spring survey data will be used to identify priority areas to be treated with herbicides. The mid to late summer survey identifies the effectiveness of the most recent herbicide applications. The results will be mapped with GIS or proprietary sonar processing software to graphically display results.

LAKE WATER COLUMN QUALITY SAMPLING

In-lake water sampling will continue in 2023, as it has over the past seventeen years. Seven to eight sets (depending on lake ice out/in date) of samples will be collected for the same parameters at two of the locations undertaken in the Clean Lakes project (Mid-lake and West Bay). The collected samples will be delivered to a local lab for analysis and reporting. The analytical results will be used in various calculations with regards to the state of the lake and comparison to previous years and documented in the annual presentation and report. Any noteworthy trends will be graphically displayed as an educational tool. We may, again, want to monitor a third site near Cove Pond outfall (formerly sampled during the Illinois Environmental Protection Agency Clean Lakes work) where basic field parameters such as pH, conductivity, temperature, and dissolved oxygen would be collected periodically to assess whether future water quality sampling would be beneficial. Collecting field parameters at a third site does not add to the fee associated with this task, as the field parameters only take a few minutes to collect. Cove Pond has been a topic of discussion and it would be beneficial to get an additional years' worth of water quality data to analyze against the other two sampling locations. We do not foresee altering the current analysis parameters for the main sampling locations. If we see something within the current analysis or if CLPD, during the year, would need to know something additional, we can easily make that change with the lab.

WATER QUALITY AND HYDROLOGY SAMPLING

We assume the City of Crystal Lake (City) will continue their work to sample inflow and outflow of the lake. We will continue to coordinate with the City and Village of Lakewood on behalf of CLPD to request and analyze their data as we have done in the past, to further add to the overall water quality data set and support CLPD funded water quality data.

Continued groundwater quality monitoring will be conducted at one upgradient and one downgradient well consistent with the previous location on an annual basis. Analyses will focus on nutrients, hardness, alkalinity, and priority pollutants. Sampling results can be compared to other sampling projects by the City within the watershed.

HYDROLOGY MONITORING

We will maintain the existing monitoring network and continue to collect similar data as in previous years. The Honeysuckle Drive flows continue to be monitored using an accurate velocity-based permanent flow data collector. The roughly 8-year-old flow velocity probe malfunctioned in 2022 and a replacement was just ordered and replaced back to its original deployment location. Monthly groundwater level and lake level monitoring will continue by use of automatic logging equipment. Installed equipment will be continuously monitored, maintained, or replaced as necessary to maintain a robust data set. All data will be analyzed and used in simple lake water, pollutant, and nutrient budget calculations.

ANNUAL LAKE REPORT AND ANNUAL MEETING

The lake report will present detailed analysis for water quality, hydrology data and any special studies or administrative accomplishments in 2023. This report will compare current year data with the Clean Lakes study as well as with other pertinent lake and/or watershed data. Recommendations for future lake management and watershed related activities will be provided. The lake report will contain sections that follow the headings outlined in this scope and contain tables, graphs, and maps. All collected field data will be included as an appendix for your use.

The annual State of the Lake Meeting presentation is not included in this scope.

ON-CALL SPECIAL SERVICES

This task is for any special ad hoc studies requested by the CLPD or by the Lake Advisory Committee as directed via the District. In the past, such studies have included unusual algal forms, bacteria sampling, lake freezing issues, Lippold Park drainage concerns, floating vegetation issues in West Bay, lake level monitoring structure installation, special treatment bid calculations, bid document development, and requested meeting attendance beyond what would occur during any of the other scope items described in this document.

HERBICIDE APPLICATIONS TO BEACH/SWIMMING AREAS

This task will include annual spring herbicide application to both Main and West beaches prior to beach openings. This treatment is conducted every spring, approximately one (1) week prior to the Memorial Day opening weekend. It will target all vegetation, as well as the bottom growing algae, *Chara.* Should regrowth occur during the swimming season, we will retreat or manually cut vegetation with a razor rake, as directed by CLPD staff.

HERBICIDE APPLICATIONS FOR NON-NATIVE PLANT SPECIES

The heavy treatment of the watermilfoil plant in 2022 from the large-scale has a potential three (3) year effectiveness. Year one (1), 2022, resulted in no target species found during a post-application survey. Years two and three (2023 & 2024) will undoubtedly have watermilfoil regrowth, however, we would expect the regrowth to be significantly reduced from years prior to the application. In addition to assumed milfoil regrowth, one of the other non-native species in the lake is Curlyleaf pondweed, which is not affected by ProcellaCOR™. We are proposing a treatment targeting this species, as well as observed watermilfoil, which is located mainly in portions of West Bay.

LAKE VEGETATION HARVESTING

We propose to assist the CLPD in the retention of a contractor to spend three (3) days removing the anticipated floating, matted eelgrass that typically forms during the summer months, especially in West Bay. The intention is to schedule harvesting so that the operation has the potential to cut the rooted plant and/or remove as much of the floating plant material as possible, potentially relieving the bay and the rest of the lake from large, floating eelgrass mats. Hey will coordinate, provide oversight, and submit a follow up memo with pre- and post-conditions, along with operation details.

NOTE: In 2022, CLPD funded a total of two (2) days towards the end of August. A private group of residents had funded an additional two (2) days' worth of harvesting that occurred in early to mid-July 2022. With the total of four (4) harvesting days, several tons of biomass were removed collectively, that being said, the on-lake harvesting days were not continuous, therefore the results were seen as less than desirable by some. We believe a group of west end residents are planning on funding a multi-day effort in 2023. Hey will coordinate the CLPD funded effort with the privately funded effort to maximize the overall effectiveness and to get the most out of

several days of harvesting. We understand that CLPD will potentially fund a five (5) day effort. This fee is reflected in the attached Table 1, the harvesting will be a sub-contract, working under the direction of Hey, and/or CLPD key staff.

A proposed fee table for the scope of services described above is attached to this proposal. As always, we greatly appreciate the opportunity for our continued involvement with this perennial project that monitors and works towards the ultimate goal of maintaining a healthy lake. As you know from years past, we truly believe this is a great lake and watershed and that CLPD is doing a great service to the users of this important resource.

If you have any questions or need more information, please feel free to contact us anytime.

Sincerely,

Jeremy Husnik
Project Manager

Dave Kraft
Principal Engineer

Table 1 - 2023 Crystal Lake Manager Tasks and Proposed Fees - Updated

	2023	2023 Bill Group
Special Technical Studies		
1. Bathymetric and Soft Sediment Survey	$4,000	J23
2. Lippold Sand Filter Effectiveness Review and Study (continued)	$3,500	S23
Subtotal	**$7,500**	
Special Management and Capital Improvement		
~~1. Fishery Management and Coordination~~	-	
2. Lippold Water Quality Monitoring (TSS & Turbidity)	$3,500	D23
Subtotal	**$3,500**	
Continued Monitoring and Management Programs		
Monitoring		
1. Aquatic Macrophyte Surveys (conventional & advanced technological methods)	$9,000	C23
2. Lake Water Column Quality Sampling	$13,000	A23
~~a. Lake Sampling Results Website~~	-	
3. Source Water Quality and Hydrology Sampling		
a. City (Lippold, Cove, Lake Outlet)	by Crystal Lake	
b. Groundwater	$2,000	A23
4. Hydrology Monitoring	$4,500	A23
5. Annual Lake Report ~~& Lake Meeting Presentation~~	$4,000	B23
6. On-Call Special Services (directed by CLPD)	T&M per CLPD	X23
Subtotal	**$32,500**	
Management		
1.On-Lake Treatment Program		
a. CLPD Beaches (All Vegetation)	$6,000	I23
b. West Bay Curlyleaf Control (herbicide)	$5,000	K23
c. Harvesting Operations (3 days) by Sub-Contractor with Minimal Coordination and Oversight	$9,500	H23
d. Additional Lake Treatments (herbicide, special tasks, etc.)	$3,000	P23
Subtotal	**$23,500**	
Administration	T&M per CLPD	G23
Total	**$67,000**	

Note: Items with strikethrough are not included in the 2023 scope and fees

Compensation

Profession	*Hourly Bill Rate*
Engineering	
Senior Principal Civil Engineer	$225
Principal Civil Engineer	$200
Senior Civil Engineer	$180
Civil Engineer I to V	$125-165
Water Resources Specialist I to V	$120-160
Engineering Technician I to V	$110-150
Lake and Survey Services Manager	$150
Ecological Services	
Senior Principal Ecologist	$200
Senior Project Scientist	$175
Environmental Services Manager	$155
Environmental Scientist I to V	$105-145
Environmental Intern	$50
Landscape Architecture	
Senior Landscape Architect	$180
Landscape Architect I to V	$115-155
Landscape Designer	$110
Erosion Control	
Senior Erosion and Sediment Control Specialist	$175
Erosion and Sediment Control Specialist	$110
Design Support	
CAD Technician	$100
GIS Specialist	$100
Administration	
Senior Administrator	$120
Accounting Administrator	$95
Administrative/Marketing Assistant	$90
Expert Testimony	
Rates to be determined on per-project basis	

Reimbursable Expense

Reimbursable expenses shall be reimbursed at cost plus an 8% administrative service charge. Such expenses shall include, but are not necessarily limited to travel, reproduction, shipping/delivery, aerial photographs, phone and other communication charges, consultants and subcontractor fees, equipment and supply costs related to the execution of the project. Fixed reimbursable expense costs are as follows:

Travel	$ .65/mile
Copies	$ .20/page
Software/Digital Resource Charge	$100.00/project
ATV Usage	$ 40.00/hour
ATV Discing, Herbicide, Spraying, Mowing	$ 45.00/hour
Boat Usage	$ 75.00/hour
Chain Saw Usage	$ 20.00/hour
Additional Plotting, B & W	$ .90/sq. ft.
Additional Plotting, Color	$ 2.75/sq. ft.
Additional Plotting, Mylar	$ 4.50/sq. ft.
Flow Meter	$ 50.00/day
GPS Rover	$350.00/day
Total Station/GPS Equipment	$100.00/day
Unmanned Aerial Reconnaissance	Per Project

Insurance

Throughout the duration of the project, Hey will procure and maintain the following insurance:

Liability	**Limits of Liability**
Workers' Compensation and	
Employer's Liability	$ 500,000 each incident
Commercial General Liability	$ 2,000,000
Professional Liability	$ 2,000,000
Automobile Liability	$ 1,000,000

Within the limits of this insurance, Hey agrees to hold the Client harmless from and against loss, damage, injury or liability arising directly from the negligent acts or omissions of employees, agents, or subcontractors of Hey.

Client will limit any and all liability, claim for damages, losses, cost of defense, or expenses to be levied against Hey on account of any design defect, error, omission, or professional negligence to a sum not to exceed the amount of Hey's fee under this agreement. Should the Client require other types of insurance coverage, limits in excess of the above limits, and/or certificates naming any other(s) than the Client as additional insured parties, Hey's cost of obtaining such coverage, limits, or certificates shall be reimbursable by the Client.

Billing

Billings shall be on a monthly basis and are payable upon receipt. An additional charge of 1½ percent per month (18% per annum) shall be applied to any balance unpaid more than 30 days beyond date of invoice. Client shall pay any attorney's fees, court costs or other expenses incurred collecting delinquent accounts.

Hey and Associates Inc. (Hey), with seven (7) days written notice, reserves the right to suspend or terminate work under this agreement on any account that is past due. The Client's obligation to pay for the work contracted is in no way dependent upon the Client's ability to obtain financing, zoning, permit approval by governmental or regulatory agencies, or upon the Client's successful completion of the project. The rates presented herein are effective for the period January 1, 2023 through December 31, 2023.

Limitation of Costs

Hey will not be obligated to continue performance or incur costs beyond the estimated costs unless the Client agrees in writing to a revised cost estimate.

Client's Responsibilities

Client shall arrange for access to and make all provisions for Hey to enter upon private and public property as required for Hey to perform services under this Agreement. Client shall provide Hey with all existing available information regarding this project as required. Hey shall be entitled to rely upon information and documentation provided by the Client or consultants retained by the Client in relation to this project, however Hey assumes no responsibility or liability for their completeness or accuracy.

Cost Opinions

Any cost opinions or project economic evaluations provided by Hey will be on the basis of experience and judgment, but, because Hey has no control over market conditions or bidding procedures, we cannot warrant that bids, construction cost, or project economics will not vary from these opinions.

Standard of Care

The standard of care for all services performed by Hey under the agreement will be the care and skill ordinarily used by members of Hey's profession practicing under similar circumstances at the same time and in the same locality. Hey makes no warranties, express or implied, under this Agreement or otherwise, in connection with Hey's services.

Means & Methods

Hey will neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the construction of the subject project(s).

Mutual Indemnification

Subject to the foregoing provisions, Hey agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors, employees and agents from and against any liabilities, damages and costs (including reasonable attorneys' fees and costs of defense) arising out of the death or bodily injury to any person or the destruction or damage to any property, to the extent caused, during the performance of Services under this Agreement, by the negligent acts, errors or omissions of Hey or anyone for whom Hey is legally responsible, subject to any limitations of liability contained in this Agreement. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless Hey, its officers, directors, employees and agents from any liabilities, damages and costs (including reasonable attorney's fees and costs of defense) to the extent caused by the negligent acts, errors or omissions of the Client, the Client's contractors, consultants or anyone for whom Client is legally liable.

Copyright Indemnification

To the fullest extent permitted by law, Client shall indemnify and hold harmless Hey from and against any and all costs, losses and damages (including but not limited to all attorney fees and charges, all court or arbitration or other dispute resolution costs, and any time spent by Hey in defense of any such claims) resulting from any claims brought against Hey alleging copyright, trademark, or patent infringement or any other cause of action or regulatory decision resulting from Heys use of, or reliance on, the design, plans and specifications provided by the Client for the Project. This provision shall survive the completion of the services provided under this Agreement.

Consequential Damages

To the fullest extent permitted by law, Client and Hey waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project.

Termination

Either party may terminate this Agreement upon not less than seven (7) days written notice should the other party fail to substantially perform in accordance with the terms of this Agreement through no fault of the terminating party. Hey may terminate this Agreement for its convenience and without cause by providing not less than seven (7) days written notice. If Client terminates this Agreement for its convenience and without cause, Client agrees to compensate Hey for services performed prior to the termination, together with Reimbursable Expenses incurred and costs attributable to termination, including the costs attributable to Hey's termination of consultant agreements and authorized Additional Services.

Dispute Resolution

Client and Hey agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement or the breach thereof ("Disputes") to mediation. If such mediation is unsuccessful in resolving a Dispute, then such Dispute shall be resolved by a court of competent jurisdiction.



Projected Lake Decal Revenue To Implement 3 Year Weed Treatment Plan

Lake Advisory Committee
January 2022

Overview of Weed Remediation

- A rolling 3 year weed treatment strategy is proposed to confront invasive weed growth on Crystal Lake
  - Distributing treatments over 3 years ensures a balanced & ecological approach so as to not harm recreation, fish or wildlife
  - Takes full advantage of the guidance from the weed chemical manufacturer which indicates a 3 year lasting effect on targeted weed species
  - Allows targeted areas to be addressed while still providing a holistic treatment for the lake over time
  - Allows flexibility of applications while keeping within budget constraints
- Treatment plan to be reviewed on an annual basis in consultation with certified professionals to optimize weed remediation results

Estimated Decal Revenue By Year

	2020 Actual *	2021 Actual **	2022 Projected (Low) ***	2022 Projected (High) ***
Volume of Decals Sold: Human Powered	719	719	719	719
Volume of Decals Sold: Motoroized	657	819	657	819
Lake Safety Component	~$34,090	$38,690	$34,090	$38,950
Lake Ecology Component	$57,915	** Not Available	$57,915	$72,195
Total Estimated Revenue	**$92,005**	** Not Available	**$92,005**	**$111,145**

* Revenue estimate for 2020 Lake Ecology Component assumes the new fee structure was used for this revenue estimate projection

** Revenue estimate for 2021 Lake Ecology Component is not available due to 73% of the HP entries being blank on 2021 decal sales data

*** Revenue Projections for 2022 are based on decal sales volume from both 2020 & 2021

Summary of Costs For 3 Year Weed Treatment Plan

	Spring Harvesting	Weed Treatment	Mid Summer Harvesting	Professional Consultations	Total
Year 1	$5,000	$41,000	$10,000	$3,000	**$59,000**
Year 2	$5,000	$43,050	$10,000	$3,000	**$61,050**
Year 3	$5,000	$45,202	$10,500	$3,000	**$63,702**

- Mid Summer Harvesting can be scaled back or eliminated if budgeted revenues are not met
- Spring harvesting would only be required in areas to be treated (2 days) - not the whole lake

Note: A 5% inflation increase was added to the chemical application in year 2 & 3 as well as to harvesting in year 3

2022 Proposed Decal Fees

2022 Proposed Crystal Lake Boat Decal Fee Table					
	Non Motorized	----- Registered Boat Horsepower -----			
		0-39 HP	40-99 HP	100-199 HP	200+ HP or Unspecified
Lake Safety Component	$20	$30	$30	$30	$30
Ecology Component	N/A	$20	$45	$95	$170
TOTAL FEE	**$20**	**$50**	**$75**	**$125**	**$200**

Proposal

Address Damaging Weed Issue
Affecting Crystal Lake

Executive summary:

Weed growth (see Weed Growth below) in Crystal Lake has increased steadily over the past years - growing exponentially in the last 3 years. The rapid growth has seriously hindered swimming and boating in most areas of the lake. It has resulted in rotting plant masses (see pics. below) washing up on the shores around the lake. The situation is acutely bad in the West End, the South Shore (0 - 20yds out), the North Shore (along the drop off) and in front of Main beach out 50-60 yds. (please see aerial pictures)

The Lake Advisory Committee (see Crystal Lake Advisory Committee below), after extensive meetings and correspondence with Hey & Associates, has formulated a plan to address the issue in keeping with the lake consultant's recommendations.

The plan would incorporate harvesting the weeds below the water surface and removing the biomass to prevent it from depleting the oxygen necessary for fish habitat.

Advances in water management have brought new products that will kill off certain invasive species for three years while leaving the natural habitat unaffected. The new product, ProcellaCOR by SePro, is particularly effective on Milfoil which is the most prevalent invasive in the lake.

The comprehensive program would involve a two-pronged approach spread over a three-year period of time and would be repeated thereafter on a rolling three-year plan as needed.

- **Weed Harvester***: One to three Harvesting sessions, each session being 2 to 5 days in length beginning early in the season (April/May) at a cost of $2,500 per day. The initial plan is to complete 2 full days of harvesting in the spring on the lake with the second harvesting session coming later in the summer season which could be modified to address budgetary concerns. Estimated cost: $15,000

- **Direct Treatment of Milfoil with ProcellaCOR***: Annual treatments to be applied by a certified specialist in targeted 15 to 30 acre areas of the lake. Annual treatments will be distributed in varying areas of the lake over a rolling three-year period and repeated as needed thereafter. Estimated annual cost is between $20,625 and $41,250 depending upon observed invasive weed growth & budgetary allowances. This is based on current costs of $1,375 per treated acre.

*Each aspect of the harvesting and treatment plan will be adjusted annually to ensure the program cost does not exceed the expected revenue from decal sales.

Summary of Costs For 3 Year Weed Treatment Plan

	Spring Harvesting	Weed Treatment	Mid Summer Harvesting	Professional Consultations	Total
Year 1	$5,000	$41,000	$10,000	$3,000	**$59,000**
Year 2	$5,000	$43,050	$10,000	$3,000	**$61,050**
Year 3	$5,000	$45,202	$10,500	$3,000	**$63,702**

* Mid Summer Harvesting can be scaled back or eliminated if budgeted revenues are not met

** Spring harvesting would only be required in areas to be treated (2 days) - not the whole lake

Note: A 5% inflation price increase to the chemical application was added in year 2 & 3 as well as to harvesting in year 3

In order to not burden area taxpayers, the Committee is asking the City of Crystal Lake and the Village of Lakewood to raise boat sticker fees on motorized watercraft. Monies raised would be applied to an ecology fund to cover the expenses needed for the continued remediation.

The following fee schedule is being recommended for Crystal Lake.
This fee schedule is estimated to generate between $58,000 and $72,000 in new revenue based on previous year's boat sticker sales.

The committee is recommending two lines for fees on the application as outlined in the table below.

2022 Proposed Crystal Lake Boat Decal Fee Table					
		----- Registered Boat Horsepower -----			
	Non Motorized	0-39 HP	40-99 HP	100-199 HP	200+ HP or Unspecified
Lake Safety Component	$20	$30	$30	$30	$30
Ecology Component	N/A	$20	$45	$95	$170
TOTAL FEE	**$20**	**$50**	**$75**	**$125**	**$200**

We propose that the Lake Ecology funds be held strictly for lake ecology improvements. The Lake Advisory Committee would continue to work with Hey & Associates or future lake managers to develop a plan each year and submit the plan to the appropriate governing bodies. Once approved, the Committee could assist in overseeing the execution of the plan and provide a detailed report as to the plan's outcome and effect.

Data & Explanations

Weed Growth

The recent explosion of weed growth has several main causes. The large Spring runoff fills the lake with nutrients which explode growth. The clarity of the water which has been increasing (primarily due to the zebra mussels) makes the problem worse by allowing sunlight deeper to nourish the plant growth.

Boat traffic cuts up the weeds growing closer to the surface and creates floating biomass islands rotting around the lake (see Pic. # 1,2&3). The vast majority of the floating and drifting weeds at issue originate in the West End but the spread of Milfoil all around the lake shows how quickly the situation can get out of hand.

The Park District spent $5,000 last year for harvesting - providing funding for two days of work. This allowed for only a partial cleanup. The exercise proved that 4-5 days are required for each session to do a complete job.

The harvesting (see pic. below) recommended involves a floating barge with an underwater lawn mower approximately 4 feet across which can be lowered to depths of up to 4 feet. The harvesting in the West End would primarily address the excessive growth of Eelgrass which, while native to the lake, chokes the West End and spreads around the lake.

By "mowing" the weeds below the surface of the water the harvester prevents the growth from getting to the surface and being churned up. This does not destroy the plant but only removes some of the growth. Harvesting early in the season and several more times during the summer prevents the plants from rising to the surface and pollinating new growth.

The harvester brings cut plants up to a barge platform which are then discharged at the shore and trailered Lippold Park to be composted.

According to Hey & Associates the non-native invasive species found in the lake, especially the Milfoil, if left unchecked will destroy the lake

ecology including the fish and other living species in the lake. The Milfoil naturally spreads around the lake once established. Large pockets of Milfoil have established themselves in every part of the lake and in many places are so thick they can choke an outboard engine and cause it to stall.

The recommended funds would address these issues.

The situation has become so alarming despite the fact that the Crystal Lake Park District spent $15,000 last year on treatment of the invasive species and an additional $9,000 for general weed treatments. The cursory efforts proved too small and ineffective to stop the weeds from choking the lake.

Weed Harvester



Recommendations

The Committee studied various options to confront the weed issue. A boom system to contain the cut weeds was considered but this would have required a "no wake" area around the booms and possibly "no boating area" to prevent them from getting run over. This option would have still required man-power to remove the weeds collected.

The Committee also considered asking that the West End be designated "no wake" to prevent high speed boats from chopping the weeds. This option was not accepted due to the amount of use that area of the lake experiences.

The option of a harvesting program was accepted as one of the solutions recommended by the lake management consultants which seemed to have a number of advantages:

a. The rotting biomass islands (see picture below) would not have a chance to form
b. There would be little to no interruption to normal boating activities
c. Weeds would be prevented from naturally pollinating and propagating potentially leading to economic benefits in future years



The combining of harvesting with chemical treatment of invasive species would allow native eelgrass to re-establish in its native habitat. The new

treatments which result in at least three years of remediation and would permit a balanced and ecological approach of treating the lake with minimal or no harm to fish and wildlife.

The Crystal Lake Park District spends between $ 80,000 - $ 100,000 a year on lake management but only a small portion is allocated to direct remediation of invasive species.

The $30 motorized boat fee for boat stickers on Crystal Lake results in a canoe with a trolling motor paying the same as a massive 350hp wake boat. Raising the additional amounts for an ecology fund will address the lake's issues by having those that use the lake contribute to its health.

Crystal Lake Advisory Committee

The Crystal Lake Advisory Committee was formed in April 2019 and its 12 members are represented by residents on the lake and from the community surrounding the lake. The Committee was given access to Hey & Assoc. which has contracts with the Park District as well as the City of Crystal Lake. The recommendations chosen by the Committee were reviewed and accepted by Hey & Assoc.

The Committee members:

Michael Kane [redacted] 701 Woodland Dr, Crystal Lake
Chair Person

Jessica Phillips [redacted] 662 Coventry lane, Crystal Lake
Secretary

Sandi De Paul [redacted] 6115 Brighton Ln, Lakewood

Mike Kallenbach [redacted] 485 Oxford Ln., Crystal Lake

Joe Keen [redacted] 1454 Woodscreek Circle, Crystal Lake

Gregg Kobelinski [redacted] 069 N Shore Dr., Crystal Lake
President - Shoreline Property

Dr.Thomas Kopp [redacted] 967 North Shore Dr., Crystal Lake

Jim Layer [redacted] 877 N. Shore Dr., Crystal Lake

Marty Moister Sr [redacted] 324 Melrose Ln., Lakewood
Former President & Current Board member CCAPOA

Jeff Thorsen [redacted] 120 Edgewater Dr., Crystal Lake

Mike Strezo [redacted] 104 Sunnyside, Crystal Lake
President. – North Shore Property Owners Assoc.

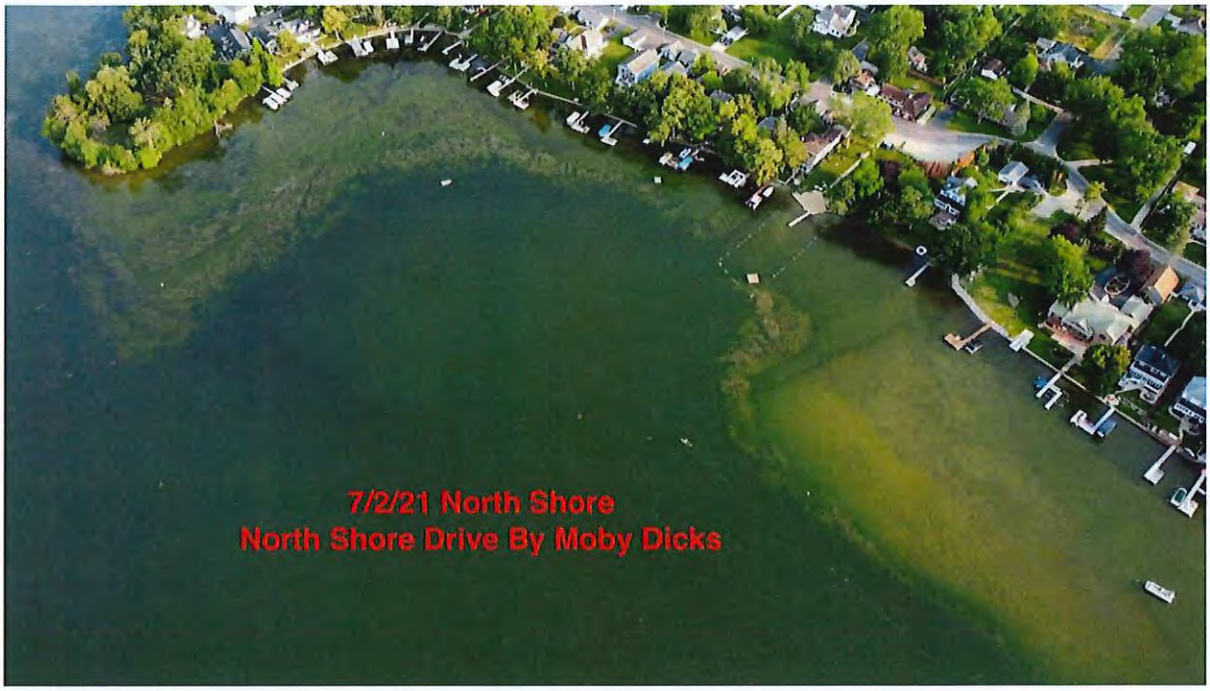
Mallory Wunschel [redacted]


7/2/21 South Shore
Richmond to Huntley Rd
Adjacent to West Beach
450' Elevation


7/2/21 South Shore
Warwick to Sunset


7/2/21 South Shore
Meridian to Warwick


7/2/21 North Shore
North Shore Drive Area
Moby Dicks to Baldwin Ave


7/2/21 North Shore
North Shore Drive By Moby Dicks


7/2/21 North Shore
Leonard Parkway / Woodland Drive Area
450' Elevation


7/2/21 East End of Lake
Weir Overflow Area


7/2/21 West End
West Side of Point
450' Elevation


7/2/21 CLPD Main Beach


7/2/21 North Shore
Leonard Parkway / Woodland Drive Area
450' Elevation


7/2/21 The Point Looking North


7/2/21 West End

Crystal Lake Advisory Committee

The Crystal Lake Advisory Committee was formed in April 2019 and its 12 members are represented by residents on the lake and from the community surrounding the lake. The Committee was given access to Hey & Assoc. which has contracts with the Park District as well as the City of Crystal Lake. The recommendations chosen by the Committee were reviewed and accepted by Hey & Assoc.

The Committee members:

Michael Kane [redacted] 701 Woodland Dr, Crystal Lake
Chair Person

Jessica Phillips [redacted] 662 Coventry lane, Crystal Lake
Secretary

Sandi De Paul [redacted] 6115 Brighton Ln, Lakewood

Mike Kallenbach [redacted] 485 Oxford Ln., Crystal Lake

Joe Keen [redacted] 1454 Woodscreek Circle, Crystal Lake

Gregg Kobelinski [redacted] 1069 N Shore Dr., Crystal Lake
President - Shoreline Property Owners Assoc.

Dr.Thomas Kopp [redacted] 967 North Shore Dr., Crystal Lake

Jim Layer [redacted] 877 N. Shore Dr., Crystal Lake

Marty Moister Sr [redacted] 324 Melrose Ln., Lakewood
Former President & Current Board member CCAPOA

Jeff Thorsen [redacted] 120 Edgewater Dr., Crystal Lake

Mike Strezo [redacted] 104 Sunnyside, Crystal Lake
President. – North Shore Property Owners Assoc.

Mallory Wunschel [redacted]

INTERGOVERNMENTAL AGREEMENT FOR ENFORCEMENT

AND SAFETY PATROL UPON CRYSTAL LAKE

WHEREAS, the CITY OF CRYSTAL LAKE ("City") and the VILLAGE OF LAKEWOOD ("Village"), desire to enforce lake safety upon Crystal Lake ("Lake"); and

WHEREAS, the City and the Village have each adopted identical ordinances attached as Exhibits "A" and "B", respectively ("Ordinance" or "Ordinances"), and

WHEREAS, certain Illinois State statutes exist that regulate boating activities on the Lake; and

WHEREAS, the policing bodies of the City and the Village, or their designated agents, both individually and in cooperation, all have the authority to enforce said State statutes and municipal ordinances; and

WHEREAS, the Lake constitutes a "Police District" under the law of the State of Illinois entitling either municipality or their agents to enter upon the entire Lake to protect the health, safety and welfare of their respective citizenries; and

WHEREAS, the City and the Village are authorized to enter into this Agreement pursuant to the Illinois Compiled Statutes and by Article VII, Section 10 of the 1970 Constitution of the State of Illinois.

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

A. Definitions:

1. "Municipalities" shall mean the City of Crystal Lake and the Village of Lakewood.

2. "Staff" shall mean the City of Crystal Lake and Village of Lakewood staffs.

B. Ordinances. Each party agrees to keep the ordinances, identified as Exhibits A and B, in effect for the term of this Agreement and not amend same without the agreement of the other party.

C. Lake Staff.

1. The staff shall be as established by the Village Administrator and the City Manager in accordance with the terms of this Agreement in order to carry out the purposes of this Agreement and, where applicable, the provisions of the Ordinances attached as Exhibit "A" and "B".

2. Staff shall:

(a) The City shall be responsible for the sale of lake usage decals and all monies received from sales of stickers shall be deposited by the City into a joint account with the Village of Lakewood with an accounting of all revenue received every two weeks between March 1 and October 1.

(b) The Village shall proposed an operating budget by March 1 of each year which shall be subject to the approval of the Village Board and the City Council no later than April 1 of each year.

(c) The Village shall be responsible for establishing a lake use and decal program to provide funding for the entire annual budgeted amount. The lake use and decal budget shall be submitted to the municipalities prior to February 1 of each year.

(d) The Village shall establish an on-water lake safety and enforcement patrol including, but not limited to, procurement of the patrol boat and other necessary equipment, providing for a boat docking facility or facilities, location and maintenance of buoys/markers, the depths

and locations pursuant to the requirements as outlined in Exhibits A and B, and the purchase or rental of equipment necessary for the proper operation of the on-water lake safety program including the establishment of a program for normal equipment maintenance.

(e) By December 31 each year the Village shall furnish to the City an annual report of acts and doings which shall include, but not be limited to, an accurate accounting of the total itemized expenses, total patrol hours and number and type of tickets issued with their disposition.

(f) The City Manager and the Village Administrator shall review the reports of the monthly receipts and expenditures prepared by the City and Village during April through September and shall consolidate all months into an annual report to be submitted to the Village Board and City Council prior to February 1 of each year.

(g) Purchase or rent equipment as approved by the municipalities and establish a program for normal maintenance of equipment.

(h) Locate and maintain buoys/markers at depths and locations pursuant to the requirements, as outlined in Exhibits A and B.

(i) Furnish to the municipalities by February 28th of each year an annual report of acts and doings which shall include, but not be limited to, an accurate accounting of:

(1) Total revenues by source;

(2) Total itemized expenses;

(3) Total patrol hours; and

(4) Tickets issued.

D. Lake Patrol Officers.

1. Shall be sworn police officers of the Village or other qualified persons provided that the hiring of any police officers pursuant to this Agreement shall be subject to the rules and regulations of the Village.

2. Contract costs for services of lake patrol officers shall be paid directly from Lake Safety funds.

3. Lake patrol officers shall conduct and document patrol activities as directed by the Lakewood Staff within the limits of approved budgeted funding.

4. Scheduled boat patrolling activities shall begin Memorial Day and extend through Labor Day.

5. A "24 hour" on-call service shall be coordinated with both municipal police departments.

6. Prosecution of violations shall be through the municipality issuing the citation. The resulting revenue, less prosecution expenses, is to be directed to the Staff as income.

7. Lake patrol officers participating in scheduled patrol activities and regular municipal police officers have the authority to enforce the Ordinances enacted by the municipalities pursuant to this Agreement, as well as the State boating laws regarding safe boating practices throughout the waters of the Lake, regardless of which municipality they represent and regardless of which municipal jurisdiction violations occur.

8. Lakewood Staff shall develop and implement guidelines for lake patrol officers and scheduling lake patrol officers.

E. Funding.

1. The Lake Safety Patrol will be self-supporting.

2. Emergency loans for equipment acquisition, etc. may only be undertaken upon the joint approval of the City and Village. This provision does not preclude the Staff, with the approval of the municipalities, from arranging for private funding.

F. Ownership and Disposition of Assets.

1. Upon termination of this Agreement, unless some other provision is made, the property and facilities established, operated and maintained under this Agreement shall be owned legally by the City and Village equally as tenants in common.

2. Upon termination of this Agreement, all property shall be sold and the proceeds of such sales shall be distributed to the City and the Village on a percentage basis based upon the number of stickers sold to Lakewood and Crystal Lake residents. In addition, the percentage applicable to Park District residents situated outside of the corporate limits of the Village and City would be shared by the City and Village equally.

G. Event Scheduling. Any group or organization planning an event to take place on the Lake is required to schedule the event with the Staff in advance to avoid conflicts and to comply with any requirements established by the Village Board and the City Council regarding control, safety and cleanup. Nothing contained in this paragraph shall supersede the provisions of statutory authority or any ordinance of the municipalities.

H. The City agrees to save and hold harmless the Village and the Village agrees to save and hold harmless the City from any and all claims, demands, causes of action, litigation or liability related to damages to each other or any third parties or property of third parties by reason of the exercise of their individual duties and responsibilities set forth in this Agreement.

I. Terms.

1. This Agreement shall remain in effect for a term beginning February 1, 1996, and ending December 31, 1996. If neither of the parties give notice by November 1 of each year of its intent to terminate this Agreement, then this Agreement shall be automatically renewed for the following year.

2. This Agreement may be amended, except as otherwise stated herein, at any time upon the mutual written agreement of the City and Village.

J. Severability. The Agreement must be approved in total, and, if any provision herein is not approved, then the entire Agreement shall be null and void.

K. Effective Date. This Agreement shall be effective and program established when executed by the City and Village.

K. Governing Law. This Agreement shall be construed in accordance with the laws and Constitution of the State of Illinois.

CITY OF CRYSTAL LAKE, an Illinois municipal,

By: _____
MAYOR

ATTEST:

_____
CITY CLERK

VILLAGE OF LAKEWOOD, an Illinois municipal corporation,

By: _____
PRESIDENT

ATTEST:

_____
VILLAGE CLERK

ORD. #3886
FILE #244

EXHIBIT A

AN ORDINANCE AMENDING SECTION I 1. DECALS OF THE CRYSTAL LAKE ORDINANCE

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

SECTION I: Section I 1. Decals, of the Crystal Lake Ordinance shall be amended to read as follows:

1. Decals. All designated watercraft which are operated on Crystal Lake shall display a current "Lake Usage Decal." Initial decal fees shall be $19.00 for watercraft under 15 feet and $32.00 for watercraft 15 feet and over. The future cost of said decal shall be determined annually as part of the budget process.

SECTION II: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION III: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

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

DATED at Crystal Lake, Illinois, this 5th day of March, 1996.

AYES: 3.

NAYES: 2

ABSENT: 0

PASSED this 5th day of March, 1996.

APPROVED by me this 5th day of March, 1996.

MAYOR

ATTEST:

CITY CLERK

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

EXHIBIT B

ORDINANCE NO. 1995-96-24

An Ordinance Amending the Lakewood Municipal Code to Add Chapter 12, Crystal Lake Regulations

WHEREAS, the Village of Lakewood has entered into a Intergovernmental Agreement with the City of Crystal Lake to enforce the provisions of the Boat Registration and Safety Act, 625 ILCS 45/1-1, et. seq.; and

WHEREAS, the provisions of the Boat Registration and Safety Act allow political subdivisions of the State of Illinois to impose additional regulations upon water areas within the jurisdiction of the political subdivisions not inconsistent with state law; and

WHEREAS, representatives of the Village of Lakewood and City of Crystal Lake have recommended to the Mayor and City Council of the City of Crystal Lake and the President and Board of Trustees of the Village of Lakewood that the following regulations be imposed upon the waters of Crystal Lake; and

WHEREAS, it is the desire of the President and Board of Trustees of the Village of Lakewood to incorporate said regulations into the Lakewood Municipal Code.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Lakewood, McHenry County, Illinois, as follows:

SECTION 1: That the Lakewood Municipal Code shall be amended to add Chapter 12, Crystal Lake Regulations, which shall read as follows:

Chapter 12
Crystal Lake Regulations

12.01	Decals
12.02	Wake Zones
12.03	Wake/No Wake Times
12.04	Counterclockwise Travel
12.05	Speed Limit
12.06	Jet Skis/Personal Watercraft

12.07 Watercraft Operation
12.08 Swimming and Floatation Devices
12.09 Special Use Permits
12.10 Penalties

12.01 DECALS

All designated watercraft which are operated on Crystal Lake shall display a current "Lake Usage Decal." Initial decal fees shall be $15.00 for watercraft 14 feet and under and $25.00 for watercraft 15 feet and over. The future cost of said decal shall be determined annually as part of the budget process.

12.02 WAKE ZONES

Portions of Crystal Lake shall be designated as wake areas, and shall be defined as the portion of the lake lying within the confines of buoys. Buoys shall be placed at a depth of approximately eight feet of water, provided that the Patrol Coordinator or Patrol Agency may approve exceptions to the eight foot depth to accommodate a smooth alignment of the buoys; but in no case shall buoys be located in less than five feet of water.

12.03 WAKE/NO WAKE TIMES

A. Wake hours shall be as follows:

1. Sundays and Holidays, 8 a.m. to 2 p.m.
2. Mondays, 8 a.m. to 8 p.m.
3. Tuesdays, 8 a.m. to 5 p.m.
4. Wednesdays, 8 a.m. to 8 p.m.
5. Thursdays, 8 a.m. to 5 p.m.
6. Fridays, 8 a.m. to 8 p.m.
7. Saturdays, 8 a.m. to 5 p.m.

B. "Holidays" shall mean Memorial Day, Monday, Independence Day and Labor Day.

C. Wake/no wake hours set forth herein shall be in effect only during the period of Memorial Day weekend through Labor Day weekend, inclusive.

12.04 COUNTERCLOCKWISE TRAVEL

All motor driven watercraft operating above no wake speed shall travel in a general counterclockwise direction around the lake.

12.05 SPEED LIMIT

No boat shall be operated on Crystal Lake at speeds in excess of 40 miles per hour at any time.

12.06 JET SKIS/PERSONAL WATERCRAFT

Jet skis and personal watercraft shall be subject to the same regulations as any other engine-powered watercraft, including requirements concerning the age of the operator, direction of travel, no wake times and appropriate safety practices.

12.07 WATERCRAFT OPERATION

All boats shall operate in conformance with the Boating and Registration and Safety Act of the State of Illinois, 625 ILCS 45/1-1, et. seq., which shall be and is hereby adopted by reference as the rules and regulations for the use of watercraft on Crystal Lake in all respects not inconsistent with the provisions of this chapter.

12.08 SWIMMING AND FLOATATION DEVICES

It shall be unlawful to swim or use recreational floatation devices (such as air-mattresses) within the designated wake zones unless accompanied by a manned watercraft or a watercraft at anchor.

12.09 SPECIAL USE PERMITS

Parties interested in special shows, regattas, races or special lake activities shall first obtain a special use permit from the Patrol Coordinator or Patrol Agency which shall not be unreasonably withheld. Patrol must be arranged for weekend special uses.

12.10 PENALTIES

Any person, firm or corporation violating any provision of this chapter shall be, upon conviction, fined a sum not to exceed $500.00 for each separate offense.

SECTION 2: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 3: All ordinances or parts of ordinances in conflict herewith, specifically those ordinances establishing and/or amending regulations on Crystal Lake, are hereby repealed.

SECTION 4: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Ayes: Trustees C. Carl Davis, William J. Montgomery, John Ross and Richard P. Vogelman and President William J. Young

Nayes: Trustees Thomas V. Hericks and Blair Picard

Absent: None

Abstain: None

APPROVED:

/s/ William J. Young
Village President William J. Young

(SEAL)

ATTEST: /s/ Meg Myers
Village Clerk Meg Myers

Passed: January 8, 1996
Approved: _____
Published: _____

Ord. No. 5903
File No. 244

AN ORDINANCE AMENDING SECTION I I. DECALS
OF THE CRYSTAL LAKE ORDINANCE

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

SECTION I: Section I I. Decals, of the Crystal Lake Ordinance shall be amended to read as follows:

1. Decals. All designated watercraft which are operated on Crystal Lake shall display a current "Lake Usage Decal." Initial decal fees shall be $15.00 for paddleboats or similar watercraft that are powered by human power. All other watercraft shall be $25.00. The cost of replacement decals shall be $1.00. Replacement decals may be issued for boats purchased to replace a boat for which a decal has been issued. The future cost of said decal shall be determined annually as part of the budget process.

SECTION II: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION III: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

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

Ord. No. 5903
File No. 244

DATED at Crystal Lake, Illinois, this 15th day of February, 2005.

MAYOR

ATTEST:

CITY CLERK

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

Agenda Item No: 22

City Council
Agenda Supplement

Meeting Date: September 19, 2023

Item: Hotel Tax Funding Guidelines Consideration

Staff Recommendation: Motion to adopt the proposed amended Hotel/Motel Tax Funding Guidelines

Staff Contact: Jodie Hartman, Director of Finance

Background

In 2004, the City of Crystal Lake enacted a program to distribute Hotel/Motel (Hotel) Tax receipts to various community based, not-for-profit organizations. Program guidelines outline the eligibility of organizations and the allowed use of the funds. The City Council reviews applications every two years, awarding allocations on a reimbursement basis to qualified applicants. At the request of the City Council, staff has explored options for modifying the Hotel Tax Funding Program. Staff has prepared suggested revisions for City Council to consider regarding various program criteria.

Home Rule municipalities, such as Crystal Lake, are not restricted statutorily on the use of Hotel Tax receipts. This gives the City the freedom and flexibility to use the Hotel Tax proceeds as the City believes is best for the community.

Recommended Changes

Staff has prepared revisions to the program guidelines based on feedback from the recent budget workshop discussion and elements of programs from other communities. Highlights of the key revisions include:

1. Requirement of all recipients of the Hotel/Motel Tax Funding to link requests to events/activity specific costs. Multiple events or activities in one year would be eligible. General operational expenses would not be allowed.
2. Eligibility of for-profit organizations to apply, assuming other criteria are met. For profit groups would be required to produce evidence of hotel stays following their event or program and would be limited to the amount of tax they generated.
3. Formalize the request for funding after the event(s)/activity, with sufficient documentation.

4. Preference to Crystal Lake based organizations. Organizations with events or tourism related activities within Crystal Lake may still qualify.
5. Add the option for the City to designate a portion of Hotel/Motel Tax funds to organizations that promote tourism within Crystal Lake and/or to public art.

Event/Activity Specific Limitation

The recommendation is to limit the use of the Hotel/Motel Tax Funding to event or activity specific expenses only. The current guidelines state, "Funding may be provided for… cultural arts, special events, project/events that appear to Crystal Lake tourists/visitors, and other projects that will enhance Crystal Lake", which could be interpreted to include non-event/activity specific expenses. Adding this limitation would remove the ability to use funds for ongoing operational expenses, such as full-time salaries, utilities, facility maintenance or other ongoing operational purchases. Event specific expenses may include items such as marketing, performer fees, or event supplies. Organizations will be required to submit necessary documentation to link an expense to an event(s). Current program guidelines prohibit the use of funds for purchasing permanent equipment; this restriction remains in the amended guidelines.

For-Profit Organization Eligibility

The new guidelines include limited eligibility for for-profit organizations to apply. If awarded an allocation of Hotel/Motel Tax, for-profit organizations would be required to 1) prove they generate hotel stays during the year and 2) be limited to the amount they can receive to the amount of hotel tax they generate. As an example, a local business that regularly brings in tourists as a destination attraction could work with an area hotel to use a referral code. Their customers stay at the hotel and use the code, the hotel can then report on the number of stays and revenue generated by those stays. This would work similarly to a block of rooms. To limit the pool of for-profit applicants, the first criteria would be the most important to apply as a requirement.

These restrictions are recommended in order to preserve the intent of the program and focus the use of the Hotel Tax funds for the benefit of the community. Without the additional restrictions, Staff anticipates a wide variety of applications from for-profit companies, which would then reduce the availability of funds for the not-for-profit organizations that currently utilize the program.

Closing Remarks

Typically, the program guidelines and applications are released in November of each year. With anticipated changes, Staff will revise the application and develop the form for the request of funds for disbursements prior to the upcoming program application cycle.

The City is fortunate to have choices for how to reinvest Hotel/Motel Tax dollars back into the community. The proposed changes are recommendations and are open for discussion or alteration from the Council.

Votes Required to Pass:

Simple majority vote of the City Council

City of Crystal Lake

Draft

Hotel/Motel Tax Funding Guidelines

Annual Awards for
May 2024 through April 2025 &
May 2025 through April 2026

Hotel Tax Funding Guidelines

The City of Crystal Lake Hotel Tax was established to improve the quality of life for its residents, corporate citizens and visitors. These funds are invested back into the community through designated events and activities that will enhance visitor appeal and encourage overnight stays.

Eligible Organizations
The City welcomes funding requests from eligible organizations. Both federally recognized, tax-exempt, not-for-profit organizations and for profit organizations may apply. For profit organizations will be subject to additional restrictions, as outlined below.

Not every worthwhile project may be funded. Resources are directed to those areas where public support will have the greatest impact. In general, the following are not considered for funding:

- Individuals
- Organizations that support political candidates or political philosophies
- Organizations whose primary purpose is to influence, promote or attempt to initiate legislation
- Organizations in need of funding for travel outside of Crystal Lake
- Organizations with budget deficits incurred prior to application
- Endowments

Draft

Priorities
The City is interested in funding organizations that demonstrate they have planned their projects with respect to the community's overall needs. When requesting funds, keep in mind priority is given to projects that:

- Generate overnight stays in Crystal Lake hotels/motels
- Encourage support of Crystal Lake businesses, restaurants and attractions
- Attract positive coverage in local, regional and national media
- Reach a broad section of the community
- Seek multiple sources of support rather than relying solely on the City of Crystal Lake
- Yield benefits to the community for the resources invested
- Promote cooperation among event organizers to reduce costs
- Enhance or improve the community
- Originate from Crystal Lake based organizations

Eligible Expenses for Reimbursement
All expenses submitted for reimbursement must be to support a specific event(s) or activities occurring within Crystal Lake. Examples of expenses include marketing and promotion, contracted entertainers, or event supplies. Documentation will be required to prove eligibility based on staff review.

Expenses that will NOT be eligible for funding reimbursement include:

- Organization operational expenses not specifically related to the event(s) or activities held in Crystal Lake
- Travel expenses outside of Crystal Lake
- Salary/benefit expenses of personnel
- Purchase of permanent equipment

In addition to these requirements, all for-profit organizations must prove the generation of overnight stays within Crystal Lake hotels related to their event or activity. A certified report from a Crystal Lake hotel or motel referencing the number of stays, the room rate(s) and the name of the event will be required. A Crystal Lake for-profit organization may want to consider an arrangement with a local hotel for an event/activity code that attendees can provide with their reservation. For-profit organizations will be limited to reimbursement up to the amount of hotel tax generated within the program time period.

Funds must be used by the applicant, and for the purposes approved. The City reserves the right to request additional documentation to substantiate compliance with the program guidelines. Applicant may not provide funding received to a secondary organization. The City also reserves the right to withhold Hotel/Motel Tax Funding disbursement to any organization with amounts due the City in arrears until the organization is current on all outstanding amounts.

Application Process:
Submit one electronic copy of the application to swrolson@crystallake.org, along with supplemental materials. Not-for-profit organizations will need to include a copy of the Treasury letter certifying tax-exempt status as an organization that is not a private foundation and a copy of the organization's most recent Form 990- Income Tax Return of Organization Exempt for Income Tax. Letters of support, articles or data relating to the project may be included. Requests for funding must be typed and all questions contained within the application must be answered in a complete and thorough manner.

Applications and all supplemental materials must be submitted electronically by **5:00 p.m. on Friday, December 29, 2023**. An email confirming successful submission will be sent in reply. Applications and all supplemental materials received after that date will not be considered.

Review and Award:
All applications will be reviewed by City Staff and presented to the City Council for review and consideration of award. At City Council discretion, a workshop may be held regarding the discussion of potential awards, which would be open to the public for attendance and comment. Applicants may be asked for supplemental materials to present to City Council, highlighting the purpose of the requested funds. Staff anticipates the City Council to approve the final award in early 2024.

Request of Funds:
All organizations will need to submit a request for reimbursement. The City will provide a request form that must be completed in its entirety and submitted with any required documentation.

Draft

Requests will be reviewed by staff for compliance. All funding requests will be provided to City Council for approval of release at a regular, semi-monthly City Council meeting via the Account Payables agenda item. Funds will not be released prior to City Council approval.

Availability of Funds:
Funding for this program is made available exclusively from receipts of the Hotel/Motel Tax. Awards will be announced based on the funding available from receipts of the previous period, but may be amended by the City at any time. The City may reduce annual awards if sufficient funding is not expected to be available. In the event the event(s)/activity described in the application does not take place in any given year, awarded funds will not be disbursed.

The City of Crystal Lake chooses to reinvest the Hotel/Motel Tax funds into the community, particularly for events or activities that encourage overnight hotel stays and tourism. The City reserves the right to allocate some or all of the Hotel/Motel Tax to other uses. This may include grants for agencies promoting tourism within Crystal Lake, public art installations or other items as deemed appropriate by the City Council and/or City Manager.

Contact:
If you should you have any questions or need additional information, please feel free to contact Jodie Hartman at jhartman@crystallake.org or by phone at 815-459-2020 ext. 3652.

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