Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: November 5, 2024

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Pathway Court Multi-Family

Requests:

1. Comprehensive Land Use Plan Amendment from Urban Residential to High Density Residential
2. Rezoning from R-2 Single Family Residential to R-3B PUD Multi-Family Residential
3. Preliminary and Final Planned Unit Development and Variations for a 220-unit apartment complex

Petitioner: Jordan Michalkiewicz, petitioner
295, 345, and 395 Pathway Court

PZC Recommendation: The Planning and Zoning Commission made a motion to deny the petitioner's request that passed 3-2.

City Council Discretion:

A. To deny the petitioner's requests as presented at the Planning and Zoning Commission (PZC) meeting.
B. To approve the petitioner's requests as presented at the PZC meeting with the recommended conditions of approval.

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

Background:

- Request: The developer is requesting a Comprehensive Land Use Plan Amendment from Urban Residential to High Density Residential, Rezoning from R-2 Single Family Residential to R-3B PUD Multi-Family Residential, and Preliminary and Final Planned Unit Development and Variations for a 220-unit apartment complex.
- Land Use: The Comprehensive Land Use Plan designates this area as Urban Residential.
- Zoning: The property is zoned R-2 Single Family Residential.
- The properties are vacant and were originally part of the Immanuel Lutheran Church Subdivision. The lots are zoned R-2 Single Family Residential.

Key Points:

- In response to the denial of the initial request for 312 units at the May 21, 2024 City Council meeting the petitioner revised their plans and was granted a waiver of the one-year waiting period for resubmittals.
- The petitioner made changes to increase the green space buffer to 450 feet from the single-family homes. They reduced the density eliminating 92 units and four buildings to 9.24 dwelling units per acre.
- After the Planning and Zoning Commission meeting, the Park District Board voted to explore acquisition of raw land labeled as "Greenspace" on the site plan, as well as a partial impact fee. The petitioner is agreeable to this arrangement. **Subject to Park District Board approval, the Park District will be acquiring the 4.8 acre site to be developed as a public park**.
- In addition, the City cleared brush adjacent to the Prairie Trail on the Immanuel Lutheran site. The City contacted the Conservation District to clean up the landscape on their property to increase visibility of the bike trail along South Commons Drive. The City has also installed high visibility signs noting of the bike trail crossing adjacent to the Main Street South Commons Drive intersection.
- The City has a long-term project to work with the railroad to remove these storage tracks so the Teckler Boulevard/Main Street/Congress Parkway intersection can be improved. A development agreement was approved on September 3, 2020 that would require the four lots within the Immanuel Lutheran Church Subdivision be subject to assisting with the financing of future improvements at Main Street and Congress Parkway (removal of train tracks and connection of streets).

SITE PLAN

- There are 11 (20-unit) two-story buildings. Each building has a mix of one, two, and three bedroom units. There would be a total of 121 one-bedroom units, 77 two-bedroom units, and 22 three-bedroom units.
- Main access into the development is off Pathway Court. A second means of access comes from South Commons Drive stub road adjacent to the shopping center and Main Street.
- Detention is provided offsite as part of the original subdivision. Additional green space and stormwater improvements are provided on this property.
- Landscape buffers are required between different uses. A 20-foot buffer is required. The developer is leaving the existing treeline and creating a 450-foot buffer from this development to the single-family residential property to the north. This property will be dedicated as a public park.

TRAFFIC

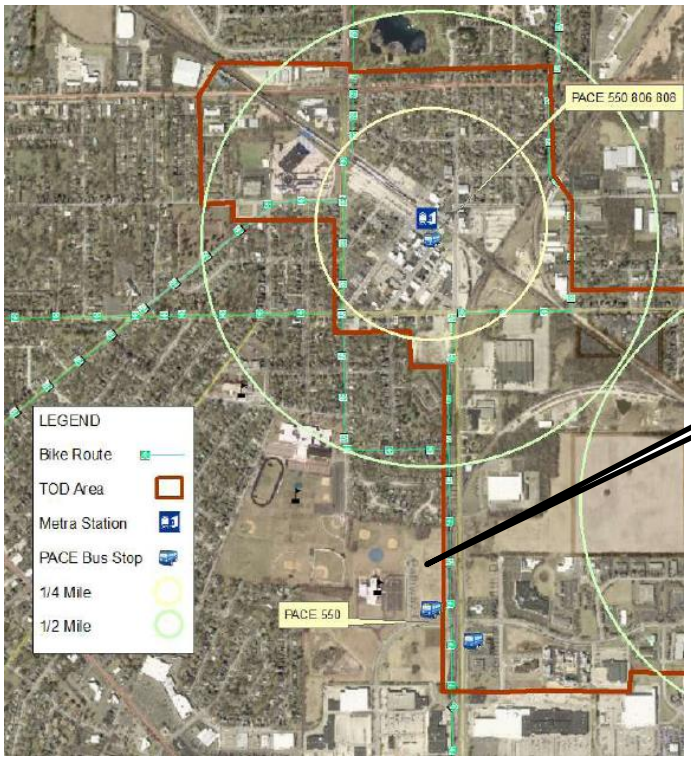
- The petitioner used the City's Traffic Consultant Gewalt Hamilton to perform a traffic study. The consultant provided an updated memo with the revised counts based on the unit reduction.

- The capacity analysis results indicate that the increase from project site-generated traffic does not include significant delay additions to the surrounding intersections. No offsite improvements are required. The traffic study recommends:
    - Install stop signs along the two proposed site entrances onto Teckler Boulevard and Pathway Court for traffic exiting the site.
    - Maintain the existing all-way stop at Teckler Boulevard and Pathway Court traffic pattern through the new site access configuration.

MULTI-FAMILY ZONING

- The property is just outside the ½ mile Transit Oriented Development focus area. These properties are still very close to both train stations and along the PACE bus route. See the map below.
- This project can still support many of the objectives in the Transit Oriented Development Plan.
    - Provide a greater range of housing options for people at all life stages and background within proximity to the Crystal Lake and Pingree Road Metra Stations.
    - Promote visually attractive facades.

Transit Oriented Development Map



PZC Highlights:

- The public submitted a list of questions prior to the meeting. Staff provided answers during the presentation and on the website prior to the meeting. The final list of questions with responses is available in the packet.

- Neighbors spoke about concerns with traffic and rental apartment units.
- The Commission felt the architecture was pleasing.
- The Commission had concerns with adding more rental units to the community. They wanted to see an ownership component.

The PZC recommended **denial (3-2),** of the petitioner's request for the Comprehensive Land Use Plan Amendment, Rezoning, and Preliminary and Final Planned Unit Development.

City Council Discretion:

To deny the petitioner's requests as presented at the Planning and Zoning Commission (PZC) meeting. A Resolution for Denial is in the packet.

To approve the petitioner's requests as presented at the PZC meeting, an Ordinance for Approval is in the packet.

Should the Council make a motion to approve the request, the following conditions are recommended by staff:

1. Development shall be in accordance with the approved plans, reflecting staff and advisory board recommendations, as approved by the City Council, including the following:
   A. Application (3LP Acquisitions LLC, received 8/18/24)
   B. Site Plan and Elevations (AG Architecture, dated 8/13/24, received 8/19/24)
   C. Landscape Plan (The Sigma Group, dated 8/12/24, received 8/19/24)
   D. Engineering Plans (The Sigma Group, dated 8/12/24, received 8/19/24)
   E. Traffic Memo (Gewalt Hamilton, dated 9/24/24, received 9/24/24)

2. Landscape
   A. Provide a tree removal survey. Tree replacement shall meet the required replacement inches.
   B. Provide a final landscape plan for review.

3. In the event that the Greenspace Buffer / Park site property is not transferred to the Crystal Lake Park District within six months of approval of the PUD, the petitioner shall record, within thirty days of the expiration of the six month period, a restrictive covenant providing a 50-foot landscape buffer across the northernmost 50-feet of the park site property. The restrictive covenant shall restrict the designated area to landscaping only and shall prohibit the construction or use of the restricted area for future roadway purposes. The recorded restrictive covenant shall further provide that it shall expire and be of no force and effect upon acquisition of the park site property by the Crystal Lake Park District.

4. Should the Crystal Lake Park District acquire the park site property, future improvements by the Park District of the acquired property for park purposes shall not require that the Park District obtain an amendment to the PUD.

5. Pathway Court shall not be connected to Sunset Terrace/Hill Drive, regardless of whether the park site property remains privately owned or acquired by the Crystal Lake Park District.

6. The petitioner shall address all of the review comments and requirements of the City Departments of Public Works, Fire Rescue, Engineering, and Community Development, the City's Stormwater Consultant, and the Traffic Consultant Final Report.

Appendix:

- Appendix A Frequently Asked Questions
- Appendix B Open House Comments
- Appendix C Neighbor Email
- Appendix D Neighborhood Questions with Answers
- Appendix E Declaration of Restrictive Covenant

Votes Required to Pass: A simple majority (4 votes).

Acknowledgement Form

Regarding the Pathway Court Apartments, 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: _____ Date: 10/08/2024
Signature

Recommended Conditions:

1. Development shall be in accordance with the approved plans, reflecting staff and advisory board recommendations, as approved by the City Council, including the following:
   A. Application (3LP Acquisitions LLC, received 8/18/24)
   B. Site Plan and Elevations (AG Architecture, dated 8/13/24, received 8/19/24)
   C. Landscape Plan (The Sigma Group, dated 8/12/24, received 8/19/24)
   D. Engineering Plans (The Sigma Group, dated 8/12/24, received 8/19/24)
   E. Traffic Memo (Gewalt Hamilton, dated 9/24/24, received 9/24/24)

2. Landscape
   A. Provide a tree removal survey. Tree replacement shall meet the required replacement inches.
   B. Provide a final landscape plan for review.

3. In the event that the Greenspace Buffer / Park site property is not transferred to the Crystal Lake Park District within six months of approval of the PUD, the petitioner shall record, within thirty days of the expiration of the six month period, a restrictive covenant providing a 50-foot landscape buffer across the northernmost 50-feet of the park site property. The restrictive covenant shall restrict the designated area to landscaping only and shall prohibit the construction or use of the restricted area for future roadway purposes. The recorded restrictive covenant shall further provide that it shall expire and be of no force and effect upon acquisition of the park site property by the Crystal Lake Park District.

4. Should the Crystal Lake Park District acquire the park site property, future improvements by the Park District of the acquired property for park purposes shall not require that the Park District obtain an amendment to the PUD.

5. Pathway Court shall not be connected to Sunset Terrace/Hill Drive, regardless of whether the park site property remains privately owned or acquired by the Crystal Lake Park District.

6. The petitioner shall address all of the review comments and requirements of the City Departments of Public Works, Fire Rescue, Engineering, and Community Development, the City's Stormwater Consultant, and the Traffic Consultant Final Report.

PIQ MAP



THE CITY OF CRYSTAL LAKE, ILLINOIS

A RESOLUTION DENYING APPLICATION PLN-2024-15 FOR COMPREHENSIVE LAND USE PLAN AMENDMENT TO HIGH DENSITY RESIDENTIAL, REZONING TO R-3B MULTI-FAMILY RESIDENTIAL, AND A PRELIMINARY AND FINAL PLANNED UNIT DEVELOPMENT AND VARIATIONS FOR A 220-UNIT MULTI-FAMILY APARTMENT DEVELOPMENT AT 295, 345, AND 395 PATHWAY COURT (19-05-281-001, 19-05-427-001, 19-05-428-001)

WHEREAS, the City of Crystal Lake ("***City***") received an application ("***Application***") from 3LP Acquisitions LLC ("***Applicant***") for: (i) Comprehensive Land Use Map Amendment to High Density Residential, (2) Rezoning to R-3B Multi-Family Residential, (3) a Preliminary and Final Planned Unit Development and Variations for a 220-unit Proposed Multi-Family apartment development (*"**Zoning Request**")*; and

WHEREAS, the City Council Request is dependent on the approval of the Zoning Request; and

WHERAS, the Application for both the Zoning Request and City Council relates to the proposed development of the property commonly known as 295, 345, and 395 Pathway Court (19-05-281-001, 19-05-427-001, 19-05-428-001) ("***Property***"), and such development would include 11 multi-family buildings with 220 units with additional amenities such as a clubhouse and dog park (the "***Proposed Multi-Family development***"); and

WHEREAS, in accordance with the City of Crystal Lake Unified Development Ordinance Code (the "***UDO***") and pursuant to proper notice, the City's Planning and Zoning Commission (the "***PZC***") conducted a public hearing commencing and concluding on October 2, 2024 regarding the Application for the Zoning Request; and

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WHEREAS, at the conclusion of the public hearing, the PZC recommended that the Application for the Zoning Request be denied by a 3-2 vote, which passed; and

WHEREAS, the City Council (the "***City Council***") has reviewed the Proposed Multi-Family apartment development application, the testimony and written comments submitted during the public hearing, the recommendation of the PZC, and the presentation, testimony, and comments received at the City Council hearing; and

WHEREAS, based on all the information and evidence received, the City Council (the "***Record***") has determined that the Application to allow the development of the Proposed Multi-Family apartment development on the Property is not in conformity with the standards and criteria set forth in the UDO and City Code and should be denied; and

WHEREAS, the City Council desires to formally set forth its determination and adopt certain findings of fact in support thereof, as set forth in this Resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, COUNTY OF MCHENRY, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Resolution as if fully set forth herein.

SECTION TWO: Findings of Fact. In light of the information and evidence presented in the Record, the City of Crystal Lake hereby makes the following findings that the applicable criteria have not been satisfied:

1. The existing uses and zoning of nearby properties do not support the rezoning.
2. The Record does not demonstrate any community need for the Proposed Multi-Family apartment development use.
3. The Record does not demonstrate that the Proposed Multi-Family apartment development is necessary or desirable on the Property.

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4. The Record did not demonstrate that the Proposed Multi-Family apartment development use would not be detrimental to area property values so as to support the Zoning Request.

SECTION THREE: Denial of Application. Based upon the findings in Section Two, the City hereby denies the Application for the Zoning Request relating to development of the Proposed Multi-Family apartment development on the Property.

SECTION FOUR: Effective Date. That this Resolution shall be in full force and effect from and after its passage, approval and publication as provided by law.

DATED at Crystal Lake, Illinois, this 5th day of November, 2024.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
CITY CLERK

Passed: November 5, 2024
Approved: November 5, 2024

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Ord. No. 8030
File No. 316

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A COMPREHENSIVE LAND USE PLAN AMENDMENT TO HIGH DENSITY RESIDENTIAL, REZONING TO R-3B MULTI-FAMILY RESIDENTIAL, AND A PRELIMINARY AND FINAL PLANNED UNIT DEVELOPMENT AND VARIATIONS FOR A 272-UNIT MULTI-FAMILY APARTMENT DEVELOPMENT AT 295, 345, AND 395 PATHWAY COURT

WHEREAS, pursuant to the terms of a Petition (File #PLN-2024-15) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Comprehensive Land Use Plan Amendment from Urban Residential to High Density Residential, Rezoning from R-2 Single Family Residential to R-3B Multi-Family Residential, and a Preliminary and Final Planned Unit Development and Variations for a 220-unit multi-family apartment development for Pathway Court Multi-Family at 295, 345, and 395 Pathway Court; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on September 14, 2024 in the Northwest Herald, held a public hearing at 7:00 p.m., on October 2, 2024, at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Comprehensive Land Use Plan Amendment, Rezoning, and Preliminary and Final Planned Unit Development and Variations, and

WHEREAS, on October 2, 2024, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Comprehensive Land Use Plan Amendment, Rezoning, and Preliminary and Final Planned Unit Development and Variations move forward with a recommendation to deny with a 3-2 vote, as documented in the minutes, and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Comprehensive Land Use Plan Amendment, Rezoning, and Preliminary and Final Planned Unit Development and Variations be issued as presented by the petitioner.

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 Comprehensive Land Use Plan Amendment from Urban Residential to High Density Residential, Rezoning from R-2 Single Family Residential to R-3B Multi-Family Residential, and a Preliminary and Final Planned Unit Development and Variations for a 220-unit multi-family apartment

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development for Pathway Court Multi-Family at 295, 345, and 395 Pathway Court (19-05-281-001, 19-05-427-001, 19-05-428-001), Crystal Lake, Illinois is hereby approved.

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

1. Development shall be in accordance with the approved plans, reflecting staff and advisory board recommendations, as approved by the City Council, including the following:
   A. Application (3LP Acquisitions LLC, received 8/18/24)
   B. Site Plan and Elevations (AG Architecture, dated 8/13/24, received 8/19/24)
   C. Landscape Plan (The Sigma Group, dated 8/12/24, received 8/19/24)
   D. Engineering Plans (The Sigma Group, dated 8/12/24, received 8/19/24)
   E. Traffic Memo (Gewalt Hamilton, dated 9/24/24, received 9/24/24)

2. Landscape
   A. Provide a tree removal survey. Tree replacement shall meet the required replacement inches.
   B. Provide a final landscape plan for review.

3. In the event that the Greenspace Buffer / Park site property is not transferred to the Crystal Lake Park District within six months of approval of the PUD, the petitioner shall record, within thirty days of the expiration of the six month period, a restrictive covenant providing a 50-foot landscape buffer across the northernmost 50-feet of the park site property. The restrictive covenant shall restrict the designated area to landscaping only and shall prohibit the construction or use of the restricted area for future roadway purposes. The recorded restrictive covenant shall further provide that it shall expire and be of no force and effect upon acquisition of the park site property by the Crystal Lake Park District.

4. Should the Crystal Lake Park District acquire the park site property, future improvements by the Park District of the acquired property for park purposes shall not require that the Park District obtain an amendment to the PUD.

5. Pathway Court shall not be connected to Sunset Terrace/Hill Drive, regardless of whether the park site property remains privately owned or acquired by the Crystal Lake Park District.

6. The petitioner shall address all of the review comments and requirements of the City Departments of Public Works, Fire Rescue, Engineering, and Community Development, the City's Stormwater Consultant, and the Traffic Consultant Final Report.

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 Comprehensive Land Use Plan Amendment, Rezoning, and Preliminary and Final Planned Unit Development and Variations in accordance with the provisions of this

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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 November, 2024.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
CITY CLERK

Passed: November 5, 2024
Approved: November 5, 2024

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#2024-159 Pathway Court Apartments
295, 345, and 395 Pathway Court – Preliminary/Final PUD, Comprehensive Land Use Plan Map Amendment, and Rezoning for an Apartment Development
Project Review for Planning and Zoning Commission

Meeting Date: October 2, 2024

Requests:
1) Comprehensive Land Use Plan Amendment from Urban Residential to High Density Residential
2) Rezoning from R-2 Single Family Residential to R-3B PUD Multi-Family Residential
3) Preliminary and Final Planned Unit Development and Variations for a 220 unit apartment complex

Location: 295, 345 and 395 Pathway Court

Acreage: Approximately 24 acres

Existing Zoning: R-2 Single Family Residential

Proposed Zoning: R-3B PUD Multi-Family Residential

Surrounding Properties:

North:	R-2 Single Family Residential
South:	B-2 PUD General Commercial
East:	(across Main Street) B-2 PUD General Commercial
West:	R-2 Single Family Residential (Immanuel Lutheran Church and school)

Staff Contact: Elizabeth Maxwell (815.356.3615)

Background:

- The properties are vacant and were originally part of the Pure Oil property that stretched from Route 14 to the residential neighborhood to the north. Following the closure of Pure Oil around 1965. Illinois Institute of Technology and then McHenry County College was located at the property. After the development of the shopping center in the 1980s, the remaining lands were part of the Immanuel Lutheran Subdivision in 2006. The lots are zoned R-2 Single Family Residential.
- The petitioner presented the request for 312 units at the April 3, 2024 Planning and Zoning Commission meeting and at the May 7, 2024 and May 21, 2024 City Council meetings.

- The comments from the Planning and Zoning Commission members were the density was too high, some wanted single-family homes and overall the project had great architecture.
- The comments from the City Council were concerns with the density (multiple members suggested eliminating the buildings on the north side), concern with rental units, the acknowledgement that the seclusion of this property (no neighborhood roadway connections) led to rental not an extension of single family, and safety of the Prairie Trail.

- The developer has revised the plans to address some of the concerns.
  - The density has been reduced to 9.24 dwelling units per acre. The R-3B zoning district allows 9 dwelling units per acre. They reduced it from 13.1 dwelling units per acre.
  - Four (4) 23-unit buildings were removed including the two at the far north end of the site. **A 450-foot green space buffer is now provided to the single-family residents to the north**.
  - The existing trees along the north and along the east adjacent to the Prairie Trail will not be removed.
- In addition, the City is working to clear brush adjacent to the Prairie Trail on the Immanuel Lutheran site. The City contacted the Conservation District to clean up the landscape on their property to increase visibility of the bike trail along South Commons Drive. The City has also installed high visibility signs noting of the bike trail crossing adjacent to the Main Street South Commons Drive intersection.

Development Analysis:

General

- Requests:
  - Comprehensive Land Use Plan Amendment from Urban Residential to High Density Residential.
  - Rezoning: The site would be rezoned from R-2 Single-Family Residential to R-3B PUD Multi-Family Residential.
  - A Preliminary and Final Planned Unit Development with Variations to construct 11 apartment buildings.
- Zoning: The site would be rezoned to R-3B PUD Multi-Family Residential Planned Unit Development. This allows up to nine units per acre. A variation to allow up to 9.24 dwelling units per acre is requested. This is the appropriate zoning for apartments.
- Land Use: The land use map would be changed to High Density Residential. This land use designation would be appropriate for this use.

- Site Plan:
  - The site is three separate parcels. Two of the parcels are contiguous and one is south of the Teckler Boulevard right of way.

- There are 11 (20-unit) two-story buildings. Each building has a mix of one, two, and three bedroom units. There would be a total of 121 one-bedroom units, 77 two-bedroom units, and 22 three-bedroom units.
- The buildings are laid out to enclose the majority of the parking areas in the three or four building groupings to better screen the parking.
- Main access into the development is off Pathway Court. A second means of access comes from South Commons Drive stub road adjacent to the shopping center and Main Street.
- Detention is provided offsite as part of the original subdivision. Additional green space and stormwater improvements are provided on this property.
- The traffic impact analysis found that the increase from project site-generated traffic does not include significant delay additions to the surrounding intersections.
- The reduction in units as resulted in approximately 30 fewer trips in the morning and 40 fewer trips in the evening and Saturday.
- The traffic analysis has two recommendations:
  - Install stop signs along the two proposed site entrances onto Teckler Boulevard and Pathway Court for traffic exiting the site.
  - Maintain the existing all-way stop at Teckler Boulevard and Pathway Court traffic pattern through the new site access configuration.

- Landscape Plan:
  - The main portion of the lots are tree free, but some tree removal will take place. A tree removal plan is required.
  - Each building will have landscape planted around the foundation.
  - Screening between the units and amenities, the roadways, and other uses will be critical. A condition has been added to enhance the landscape plan.
  - Landscape buffers are required between different uses. A 20-foot buffer is required. The developer is leaving the existing treeline and creating a 450-foot buffer from this development to the single-family residential property to the north.

- Elevations:
  - The apartment buildings are all two-story and feature a combination of peaked roofs, columns, window types and materials.
  - There are enhanced elevations along any right-of-way view.



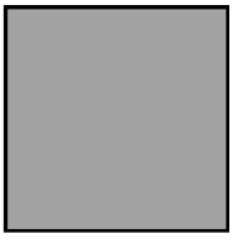
- The color palette is dark greys and wood colors with the lighter stone accent walls and columns.



F1 - LAP SIDING SMOOTH - COLOR A



FP1 - VERTICAL PANEL WITH BATTENS 16" 0.C. - SMOOTH- COLOR B



FP2 - PANEL-PANEL SMOOTH



FP3 - PANEL-PANEL SMOOTH



W - WOODTONE RUSTIC SERIES LAP SIDING - SUMMER WHEAT



S - MANUFACTURED STONE WINTER POINT WEATHER LEDGE

- The elevations **meet** the design standards with the exception of building length.

<u>Findings of Fact</u>:

Preliminary and Final Planned Unit Development/Special Use Permit

The petitioner is requesting approval of a Preliminary and Final Planned Unit Development to allow the construction of 220 apartment units. A Planned Unit Development is a Special Use and Special Uses require separate review because of their potential to impact surrounding properties and the orderly development of the City.

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

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

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

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

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

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

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

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

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

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

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

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

1. Implements the vision and land use policies of the Comprehensive Plan.
   ☐ Meets ☒ Does not meet

2. Shall not result in substantial adverse effect on adjacent property, natural resources, infrastructure, public sites or other matter of public health, safety and welfare.
   ☒ Meets ☐ Does not meet

3. PUDs must provide transitional uses to blend with adjacent development.
   ☒ Meets ☐ Does not meet

4. PUD phases must be logically sequenced.
   ☒ Meets ☐ Does not meet

5. The density and intensity of a PUD shall be in accordance with the Comprehensive Plan.
   ☒ Meets ☐ Does not meet

6. All dimensional standards shall be listed within the PUD plan if they do not meet the Ordinance minimum standards.
   ☒ Meets ☐ Does not meet

7. The responsible parties for all on-site and other required public improvements shall be established and a utility plan indicating all proposed easements shall be provided.
   ☒ Meets ☐ Does not meet

8. Any private infrastructure shall comply with the city standards.
   ☒ Meets ☐ Does not meet

9. The PUD plan shall establish the responsibility of the applicant/developer.
   ☒ Meets ☐ Does not meet

10. A bond or letter of credit shall be posted to cover required fees or public improvements.
    ☒ Meets ☐ Does not meet

PLANNED UNIT DEVELOPMENT VARIATION

The purpose of Planned Unit Developments is to encourage and allow more creative and imaginative design of land developments than is possible under district zoning regulations. Planned Unit Developments are, therefore, intended to allow substantial flexibility in planning and designing a proposal. The proposed amendment enhances the character of the center and allows for a new and unique design for these tenants.

This flexibility is often in the form of relief from compliance with conventional zoning ordinance site and design requirements which may otherwise require individual requests and applications for zoning variations.

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

Therefore more lenient site requirements may be granted where the Planned Unit Development contains features not normally required of traditional developments. Although a formal variation request is not required to be made in conjunction with a Planned Unit Development, Staff identifies those aspects of the Planned Unit Development which effectively result in variations from UDO

requirements. If the evidence is not found to justify these variations from the UDO that fact shall be reported to the City Council with a recommendation that the variations from the UDO which are proposed as part of the Planned Development be lessened or denied.

PLANNED UNIT DEVELOPMENT VARIATIONS
The petitioner is requesting two variations as part of the Planned Unit Development:

- Article 3-200 Maximum Net Density. The maximum density for the R-3B zoning district is nine units per acre. This is a typical zoning density of townhome developments, which was the development type encouraged at the time of writing the UDO. Over the past several years apartment developments have come in which exceed the nine units per acre. The petitioner is requesting 9.24 dwelling units per acre.

- Article 4-900 2b.(ii) IV. The maximum length of a multi-family building shall be 200 feet. The petitioner is requesting 210'-10" feet for the 20-unit building.

Comprehensive Land Use Plan 2030 Vision Summary Review:
The Comprehensive Plan designates the subject property as Urban Residential. The Comprehensive Land Use Plan would be changed to High Density Residential, which allows for existing and future higher density townhomes and apartment residential buildings. The following goals are 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 – Encourage a diversity of housing types throughout the City, which satisfy wide-range needs for all persons regardless of age, race, religion, national origin, physical ability and economic level for existing and future City residents.

Success Indicators – Approval of multi-family residential developments.

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

Success Indicators – Number of building permits issued for new construction on infill lots.
Housing – Multi-Family Housing

Goal: Provide an appropriate mix of multi-family housing to add density to appropriate areas and allow for mixed-use development.

Success Indicators – Promote the construction of a variety of multi-family housing products.

Success Indicators – Number of new multi-family housing permits broken into categories for apartments, townhomes, and condominiums.

Supporting Actions – Promote well designed unique multi-family communities.

Success Indicators – Number of new multi-family subdivisions with open space or connected to services or each other.

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 (3LP Acquisitions LLC, received 8/18/24)
   B. Site Plan and Elevations (AG Architecture, dated 8/13/24, received 8/19/24)
   C. Landscape Plan (The Sigma Group, dated 8/12/24, received 8/19/24)
   D. Engineering Plans (The Sigma Group, dated 8/12/24, received 8/19/24)
   E. Traffic Memo (Gewalt Hamilton, dated 9/24/24, received 9/24/24)

2. Landscape
   A. Provide a tree removal survey. Tree replacement shall meet the required replacement inches.
   B. Provide a final landscape plan for review.

3. There shall be no roadway connection from Sunset Terrace / Hill Drive into this site.

4. The petitioner shall record a restrictive covenant on the property for the north 50-foot landscape buffer to restrict the area to landscaping only and not allow any future roadways.

5. Should the Park District request donation of the park site, future improvements shall be per the Park District requirements and will not affect this zoning approval.

6. The petitioner shall address all of the review comments and requirements of the City Departments of Public Works, Fire Rescue, Engineering, and Community Development, the City's Stormwater Consultant, and the Traffic Consultant Final Report.

City of Crystal Lake
Development Application

Office Use Only
File # _____

Project Title: _____

Action Requested

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

Petitioner Information

Name: Jordan Michalkiewicz - 3LP Acquisitions LLC
Address: 504 W. Juneau Ave.
Milwaukee, WI 53203
Phone: 414-775-0857
Fax: _____
E-mail: jmichalkiewicz@threeleafdevelopment.com

Owner Information (if different)

Name: Immanuel Evangelical Lutheran Congregation, Inc.
Address: 300 Pathway Court
Crystal Lake, IL 60014
Phone: 815-459-1441
Fax: _____
E-mail: ltieman@immanuel.org
lmobley@immanuel.org

Property Information

Project Description: Proposed PUD with rezone to R3B to support the development of a Class A market rate multi-family residential community. As proposed, the Project will contain eleven 20-unit residential buildings, club house with fitness center and pool, dog run, pocket park, attached and detached garages, and walking paths.

Project Address/Location: 23.88 acres on Teckler Blvd. and Pathway Court
295 Pathway Ct., Crystal Lake, IL 60014, 345 Pathway Ct., Crystal Lake, Il 60014
395 Teckler Blvd., Crystal Lake, IL 60014

PIN Number(s): 19-05-281-001, 19-05-427-001, and 19-05-428-01

Development Team Please include address, phone, fax and e-mail

Developer: Three Leaf Partners LLC - Jordan Michalkiewicz, 504 W. Juneau Ave., Milwaukee, WI 920-573-6214, j.michalkiewicz@threeleafdevelopment.com

Architect: AG Architecture - Justin Koeppler, 1414 Underwood Ave. #301, Wauwatosa, WI 414-431-3131, jkoeppler@agarch.com

Attorney:

Engineer: The Sigma Group - Chris Carr, 1300 W Canal St., Milwaukee, WI 414-643-4163, ccarr@thesigmagroup.com

Landscape Architect: The Sigma Group - Chris Carr, 1300 W Canal St., Milwaukee, WI 414-643-4163, ccarr@thesigmagroup.com

Planner:

Surveyor: The Sigma Group - Chris Carr, 1300 W Canal St., Milwaukee, WI 414-643-4163, ccarr@thesigmagroup.com

Other: Home State Bank, NA Trustee

Elvira Guerrero VP & TO

Signatures

Jordan Michalkiewicz

Elvira Guerrero
Vice President & Trust Officer
08/16/2024

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.

Larry W. Lemon 08/18/2024

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.

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

HOME STATE BANK TRUST & WEALTH MANAGEMENT

CERTIFICATION OF TRUSTEE

I, Elviria Guerrero , Vice President for Home State Bank/National Association, Crystal Lake, Illinois, do hereby certify that Home State Bank/NA is the trustee of the following trust:

Land Trust # 4629

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

Beneficial Owner(s)

Immanuel Lutheran Church of Crystal Lake

Collateral Assignee(s)

Lutheran Church Extension Fund Missouri Synod

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

Home State Bank/NA as Trustee Under Trust 4629

By _____
Elvira Guerrero
Vice Pesident

Subscribed and Sworn to before me
this 19th day of August, 2024.

_____
Notary Public

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

ofc : 815.459.2000 • fax : 815.301.2619 • 40 Grant St. • P.O. Box 1738 • Crystal Lake IL 60039-1738
www.homestateonline.com

CRYSTAL LAKE PLANNING AND ZONING COMMISSION
WEDNESDAY, OCTOBER 2, 2024
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, Repholz, Skluzacek, and Teetsov were present. Ms. Mason and Mr. Smith were absent.

Elizabeth Maxwell, City Planner was present from Staff.

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

2024-159 – 295, 345, and 395 PATHWAY COURT – COMPREHENSIVE LAND USE PLAN AMENDMENT, REZONING AND PRELIMINARY/FINAL PLANNED UNIT DEVELOPMENT APPROVAL

Comprehensive Land Use Plan Amendment from Urban Residential to High Density Residential, Rezoning from R-2 Single Family Residential to R-3B PUD Multi-Family Residential and Preliminary and Final Planned Unit Development and Variations for a 220 unit apartment complex.

Mr. Jordan Michalkiewicz, Three Leaf Partners, Mary Claire Lanser and Pastor Larry Tieman were present to review the proposal.

City staff provided a summary of the request and reviewed the process to date. Staff noted the petitioner met with neighbors and held a separate open house meeting to gather feedback. Staff noted no new public improvements were being created through this development and the existing roadway network was sufficient to handle all future traffic.

Mr. Michalkiewicz provided background on the team and the project. Immanuel Lutheran Church will be a partner in the project and there is no restriction on the project that you need to be a member of the church to live there.

Pastor Tieman summarized their community work and how this project helps their mission. Staff has been great to work with as they have proceeded through the multitude of steps. They want to stay partners with the project. In the past 15 years since moving to this location they have done so much for the community. He noted they recently got a comfort dog for the community. Being a part of this community has been a huge blessing.

Mr. Michalkiewicz provided context on their company and highlighted other projects in Milwaukee, West Allis, Wisconsin and Saukville. He cited the market study they contracted, which states at least 335 units per year over the next five years is required to keep up with demand. They have done continued outreach with the neighbors.

Ms. Lanser stated she is a grass roots organization that starts with the people. She met with the neighbors to provide accurate information and get their comments. She provided the summary of the comments to staff and it has been included in the packets. On August 29th they held an open house, approximately 65 invitations were sent. There were 24 people who signed in and five people who did not sign in. Approximately eight people attended who were not on her mailing list so she was thankful the neighbors are notifying other neighbors. She provided an exit survey to gauge how effective the open house was and 15 people completed it. The biggest thing she noticed was the amount of misinformation that was spread around. She was happy to provide correct information about the project. She was still getting calls up to this meeting date.

Mr. Michalkiewicz gave the details about the thoughtfulness of their design, the density, and the adjacent uses. They made changes and reduced the density by 29.5%, expanded the north buffer, moved the dog park and the green space is 56% of the project. The architecture creates a very residential feel with no flat sides. There is fiber cement siding and cultured stone. They have four separate detached garage buildings. They have created a community feel and made many changes to the plans.

Mr. Greenman opened the public hearing.

Karen Ryberg, 9334 Beaver Pond Court, stated there are eight or more apartment complexes with some in construction. Look at the location and the traffic this is a busy area plus the roadway crosses over the bike path. This should be single family. Mrs. Bohl died in poverty and gave the church her land. Immanuel Lutheran sold it to a shopping center for a large profit to build this location. The City needs places for young families.

Mary Adams, 291 Sunset Terrace, noted she is concerned with traffic. She notices many young people with loud cars that drive up and down the street. Immanuel Lutheran does not currently take care of their existing trees.

Bruce Mazurkiewikz, 217 Sunset Terrace, said they made just enough of a change to fast track this. The Park District needs to take this park or there is no protection to the neighbors. He has attended the park meetings asking them to take the park. He said the petitioner said they could not reduce the density or they would need to reduce the quality of the build. The tenants demand these amenities. The Mayor noted this is a high quality build.

Brad Fennessy, 217 Sunset Terrace, said this needs to be good for the community. The church purchased the property to protect the neighbors. There is no thoughtful analysis of the community impact. The traffic numbers are confusing. A private park does not protect the neighborhood. They need hours to police.

Larry Joswiak, 41 Esther Street, is a 29 year resident. There is no park in the area of this neighborhood.

Regan Shepley, 88 S. Walkup Avenue, questioned if Walkup was going through.

Stephani Tucci, 36 S. Walkup Avenue, she was confused about costs because the rental provides forever profits to this company. She through that Walkup should be a dead end. Young people want to have home ownership and renters are not long term residents. She wondered who this is for, not for residents. This is not a local developer so they do not know the community.

Donna Parante, 34 Catherine Court, stated she sent an email with over 60 questions last week and was hoping for answers for all questions. She feels this is rushed. This is a deal breaker if the Park District does not take the park and the roads could go through. She said the Council wanted more time to review apartments being constructed.

Eric Parker, 95 S. Walkup Avenue, said he was here for the open meeting. He noted the development stated the increase in property values is higher than what was previously stated. His taxes are going up. There are impacts to the schools and this property is not paying its fair share.

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

Staff answered questions about the traffic, car trips, peak hour trips and the proposed improvements. Staff clarified that Walkup Avenue does not touch this property so could not be extended by this developer.

Mr. Michalkiewicz spoke about the need and the impact. With the large over 400-foot buffer proposed there is little or no visible or sound impact to the neighbors. They originally spoke with the Park District and they were not interested in taking the property, they wanted the impact fee. Now the Park District is asking to review the site. They are not proposing any roadway connections. These are class A market rate apartment. They need high quality buildings and amenities for the residents. This includes the clubhouse, dog park, green space and garages as that is what the residents will want. He spoke about the Tracy Cross report. Since there is such a high demand for rental units right now the costs will skyrocket if not enough supply is provided.

Staff noted a calculation was done with the original proposal and there was only about 2 person per grade being generated for the schools. With the reduced of the number of units the impact will be lower.

Mr. Michalkiewicz said there are some current Generation Z that want rentals and some that want ownership. They want to provide a product for anyone looking for rental. Rentals are very low maintenance for the tenants, there is no mowing, no painting. The interest rates have dropped so they are able to reduce the density and provide the same product quality.

Mr. Tieman said they listened to the neighbors and made the changes.

Mr. Gronow said he appreciates Immanuel Lutheran in the community. He asked about the unit breakdown. Mr. Michalkiewicz said it is 220 units with 121 one-bedroom, 77 two-bedroom and 22 three-bedroom units. The population will be about 350 to 375 residents. He also noted each 20-unit building has 11 garage spaces included and 153 garage spaces total. Mr. Gronow asked about the grade difference and staff confirmed. Mr. Gronow was concerned with the rezoning. He asked about the baseball fields if

they would be dedicated to the Park District. Mr. Michalkiewicz said they cannot purchase additional property for park donation. Their green space is already significant.

Ms. Repholz said she would like to focus on the virtue of home ownership. The project is beautifully presented. She wished all multi-family was this beautiful. She lives in Downtown and knows people want to live near downtown, they want to own. She wants to see more opportunity for ownership. When the market changes no one will want to pay $2,000 to live in an apartment unit. If these were condos she could support the project.

Ms. Teetsov appreciates the neighbors. She asked about the ballfields to the Park District. Pastor Tieman said the fields are on their other property and not included as a portion of this development. These are community ball fields and they are not giving them to the Park District. They have had no conversations with the Park District regarding their school property. Ms. Teetsov thought single family was a good way for people to age in place.

Mr. Skluzacek asked about the south roadway out of the shopping center. Staff clarified that this was South Commons Drive and it is an existing roadway. This development will have a connection to this roadway.

Mr. Greenman appreciated Immanuel Lutheran in the community and all the work they have done. He thought this was a great product and a great reduction in the density numbers. This is ownership quality product. The community needs ownership here. He appreciates that the developer has spent a lot of time and money canvassing the neighborhood. They have gone above and beyond. He cannot support the Comprehensive Land Use Plan Amendment or the Rezoning.

Mr. Michalkiewicz explained how the site is bounded by many different uses including commercial, the railroad tracks, the church and school and the single family. There is no market for single family right now so with the purchase price and lands development costs no one would lend the money to develop this. Three Leaf is proposing a good transition use. This is where you want density, near services like medical and commercial, adjacent to a bus route and walkable to train stations.

Mr. Greenman noted this request did not met the findings of fact.

Mr. Gronow made a motion to deny the request. Ms. Teetsov seconded the motion. On roll call Members Gronow, Teetsov and Greenman voted yes. Members Skluzacek and Repholz voted no. Motion passed 3-2.



SITE SUMMARY

TWO STORY WALK-UP BUILDINGS WITH 20 UNITS PER BUILDING

(11) 20 UNIT -BUILDING AREAS

FIRST FLOOR: 12,050 SQFT
SECOND FLOOR: 12,050 SQFT

UNIT MIX	PER BUILDING	TOTAL
ONE BED	11	121
TWO BED	7	77
THREE BED	2	22
TOTAL	20	220

PROJECT TOTAL 220

REQUIRED PARKING

1.5 PER ONE BED UNIT	181.5
2 PER 2 BED UNIT	154
2 PER 3 BED UNIT	44
.25 PER UNIT-GUEST	55
TOTAL	434.5 PARKING SPACES

OF STALLS PROVIDED 458

PARKING

ENCLOSED	153 STALLS
SITE STALLS	305 STALLS
TOTAL	458 STALLS (2.08 STALLS/UNIT)
CLUBHOUSE	13 STALLS

SITE AREA
23.8 ACRES
9.24 UNITS/ACRE
4.8 ACRES DEDICATED TO CRYSTAL LAKE PARK DISTRICT

GREEN SPACE

SITE AREA: 19.1 ACRES
GREENSPACE: 8.8 ACRES (46%)

Pathway Court Development

Crystal Lake, Illinois

PRELIMINARY DRAFT - NOT FOR CONSTRUCTION

SITE PLAN

SCALE 1"=100'

OCTOBER 08 2024

A01

ARCHITECTURE

Pathway Court Development

Crystal Lake, Illinois

ARCHITECT

AG Architecture
1414 Underwood Ave. #301
Wauwatosa, WI 53213
P: 414-431-3131

CIVIL

The Sigma Group
1300 W. Canal Street
Milwaukee, WI 53233
P: 414-643-4200

DEVELOPER

Three Leaf Partners
504 W Juneau Ave
Milwaukee, WI 53203
P: 414-775-0857

PUD REVIEW

240301
SEPTEMBER 26, 2024

AG ARCHITECTURE
Bright Vision. Bold Communities.



SITE AERIAL

ARCHITECTURE

20 UNIT - PATHWAY COURT

ARCHITECTURE

20 UNIT CORNER

ARCHITECTURE

CLUBHOUSE

ARCHITECTURE



CLUBHOUSE

ARCHITECTURE

CLUBHOUSE - POOL DECK

ARCHITECTURE

CLUBHOUSE - POOL DECK

ARCHITECTURE

SITE AMENITIES | GRILL STATION

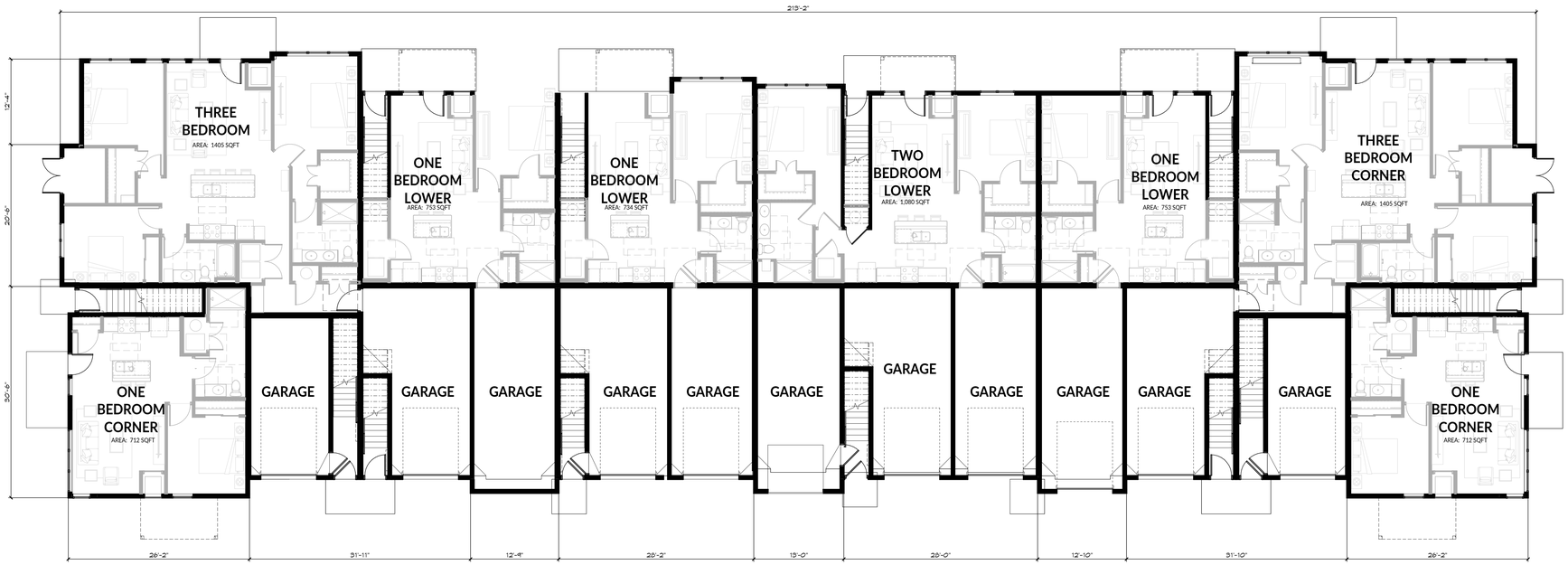
ARCHITECTURE

SITE AMENITIES | DOG PARK

ARCHITECTURE

NEIGHBOR VIEW

ARCHITECTURE



Pathway Court Development

Crystal Lake, Illinois

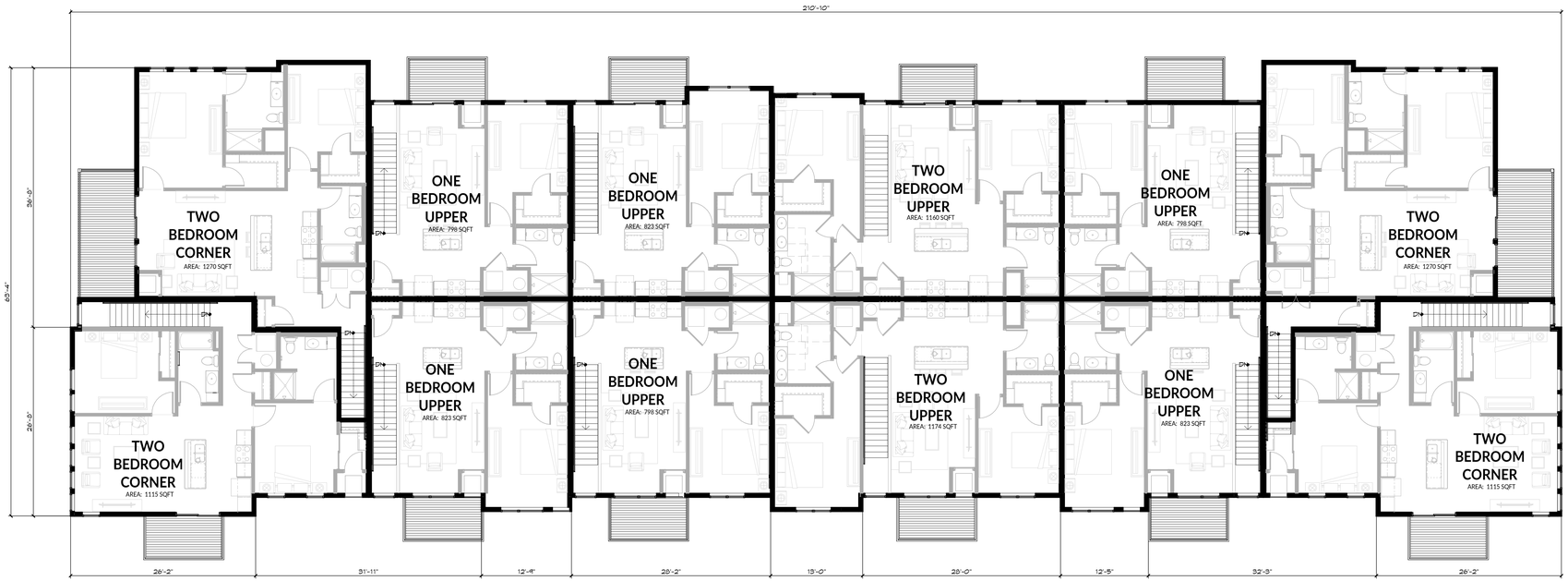
PRELIMINARY DRAFT - NOT FOR CONSTRUCTION

OVERALL 20-UNIT PLANS LEVEL 1

AUGUST 13 2024

1/8" = 1'-0"

ARCHITECTURE



Pathway Court Development

Crystal Lake, Illinois

PRELIMINARY DRAFT - NOT FOR CONSTRUCTION

OVERALL 20-UNIT PLANS LEVEL 2

AUGUST 13 2024

1/8" = 1'-0"

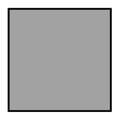
ARCHITECTURE



F1 - LAP SIDING SMOOTH - COLOR A



FP1 - VERTICAL PANEL WITH BATTENS 16" 0.C. - SMOOTH- COLOR B



FP2 - PANEL-PANEL SMOOTH



FP3 - PANEL-PANEL SMOOTH



W - WOODTONE RUSTIC SERIES LAP SIDING - SUMMER WHEAT

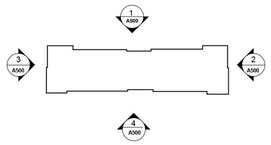


S - MANUFACTURED STONE WINTER POINT WEATHER LEDGE

MATERIAL LEGEND

A - ASPHALT SHINGLE
F1 - LAP SIDING SMOOTH - RICH ESPRESSO
FP1 - VERTICAL PANEL WITH BATTENS 16" 0.C. - SMOOTH- RICH ESPRESSO
FP2 - VERTICAL PANEL - SMOOTH- PEARL GREY
FP3 - VERTICAL PANEL - SMOOTH - RICH ESPRESSO
W - WOODTONE RUSTIC SERIES LAP SIDING - SUMMER WHEAT

GENERAL NOTE: TRIM TO MATCH ADJACENT SIDING COLOR



KEY PLAN



GARAGE ELEVATION 4 A500



RIGHT ELEVATION 3 A500



LEFT ELEVATION 2 A500

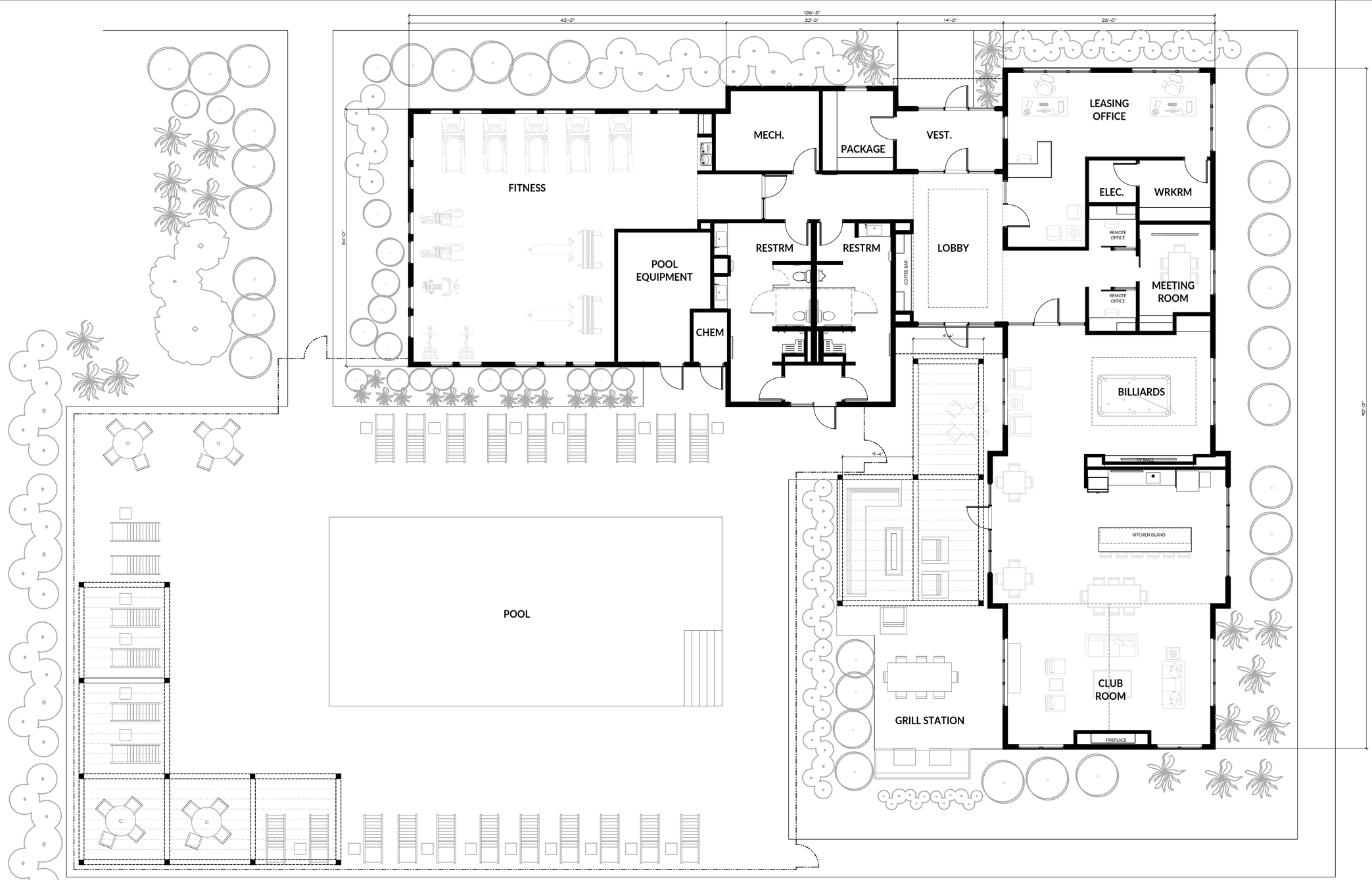


FRONT ELEVATION 1 A500

20 UNIT | CONCEPTUAL ELEVATIONS

PATHWAY COURT DEVELOPMENT
CRYSTAL LAKE, ILLINOIS

AUGUST 13 2024
SCALE: 1/8" = 1' **A500**



Pathway Court Development

Crystal Lake, Illinois

PRELIMINARY DRAFT - NOT FOR CONSTRUCTION

3/16"=1'-0" CLUBHOUSE PLAN

AUGUST 13 2024

AA200 ARCHITECTURE



F1 - LAP SIDING SMOOTH - COLOR A



FP1 - VERTICAL PANEL WITH BATTENS 16" 0.C. - SMOOTH- COLOR B



FP2 - PANEL-PANEL SMOOTH



FP3 - PANEL-PANEL SMOOTH



W - WOODTONE RUSTIC SERIES LAP SIDING - SUMMER WHEAT

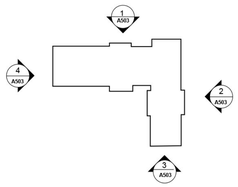


S - MANUFACTURED STONE WINTER POINT WEATHER LEDGE

MATERIAL LEGEND

A - ASPHALT SHINGLE
F1 - LAP SIDING SMOOTH - RICH ESPRESSO
FP1 - VERTICAL PANEL WITH BATTENS 16" 0.C. - SMOOTH- RICH ESPRESSO
FP2 - VERTICAL PANEL - SMOOTH- PEARL GREY
FP3 - VERTICAL PANEL - SMOOTH - RICH ESPRESSO
W - WOODTONE RUSTIC SERIES LAP SIDING - SUMMER WHEAT

GENERAL NOTE: TRIM TO MATCH ADJACENT SIDING COLOR



KEY PLAN



WEST ELEVATION 4 A503



SOUTH ELEVATION 3 A503



EAST ELEVATION 2 A503



NORTH ELEVATION 1 A503

CLUBHOUSE | **ELEVATIONS**

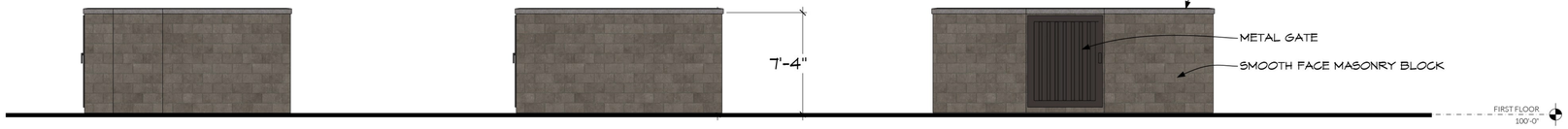
PATHWAY COURT DEVELOPMENT
CRYSTAL LAKE, ILLINOIS

AUGUST 13 2024
SCALE: 1/8" = 1' **A503**

MATERIAL LEGEND

A - ASPHALT SHINGLE
F1 - LAP SIDING SMOOTH - RICH ESPRESSO
FP1 - VERTICAL PANEL WITH BATTENS 16" O.C. - SMOOTH- RICH ESPRESSO
FP2 - VERTICAL PANEL - SMOOTH- PEARL GREY
FP3 - VERTICAL PANEL - SMOOTH - RICH ESPRESSO
W - WOODTONE RUSTIC SERIES LAP SIDING - SUMMER WHEAT

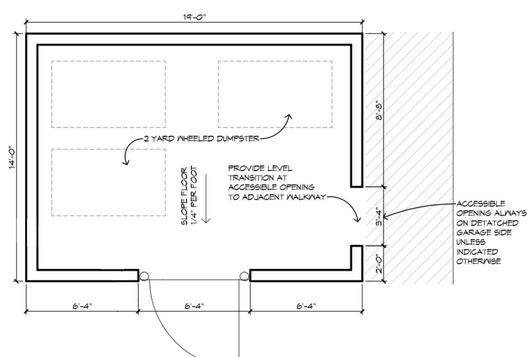
GENERAL NOTE: TRIM TO MATCH ADJACENT SIDING COLOR



TRASH ENCLOSURE SIDE ELEVATION — 7 / A504

TRASH ENCLOSURE BACK ELEVATION — 6 / A504

TRASH ENCLOSURE FRONT ELEVATION — 5 / A504



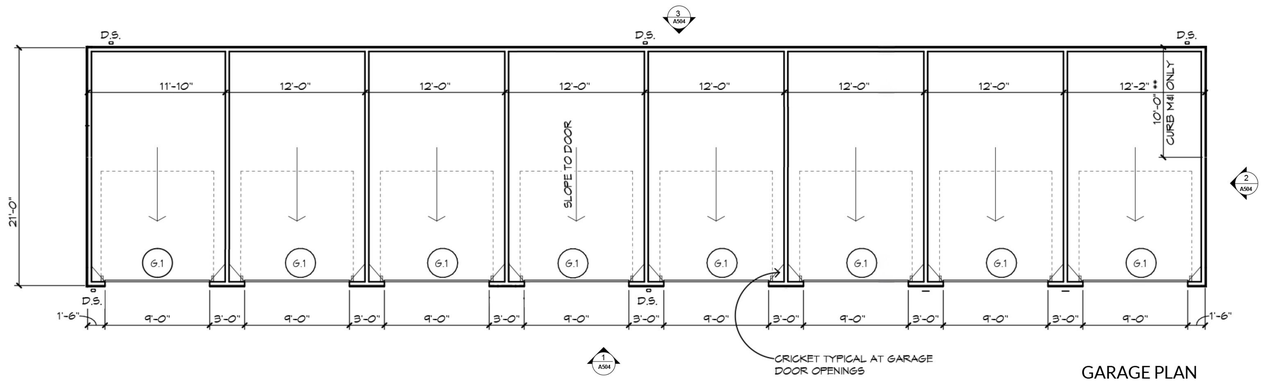
TRASH ENCLOSURE PLAN



BACK ELEVATION — 3 / A504

SIDE ELEVATION — 2 / A504

FRONT ELEVATION — 1 / A504



GARAGE PLAN

SITE STRUCTURES | **ELEVATIONS**

PATHWAY COURT DEVELOPMENT
CRYSTAL LAKE, ILLINOIS

AUGUST 13 2024
SCALE: 1/8" = 1' **A504**

PATHWAY COURT RESIDENTIAL

295 & 345 PATHWAY CT, 395 TECKLER BLVD, CRYSTAL LAKE, IL

CIVIL ENGINEERING PLANS

PREPARED BY:

THE SIGMA GROUP
Single Source. Sound Solutions.
www.thesigmagroup.com
1300 West Canal Street
Milwaukee, WI 53233
Phone: 414-643-4200
Fax: 414-643-4210

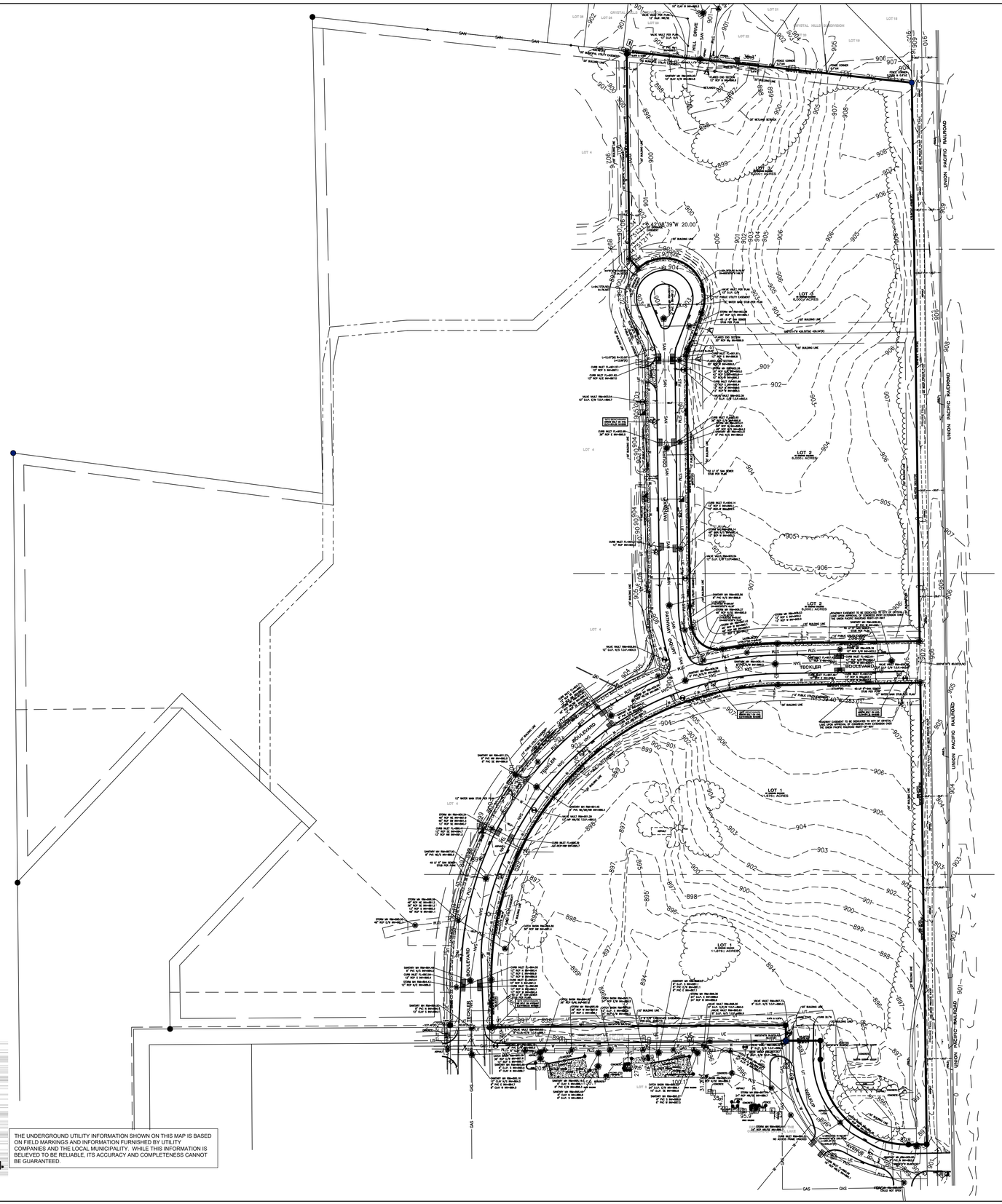
SITE LOCATION MAP:

1" = 500'

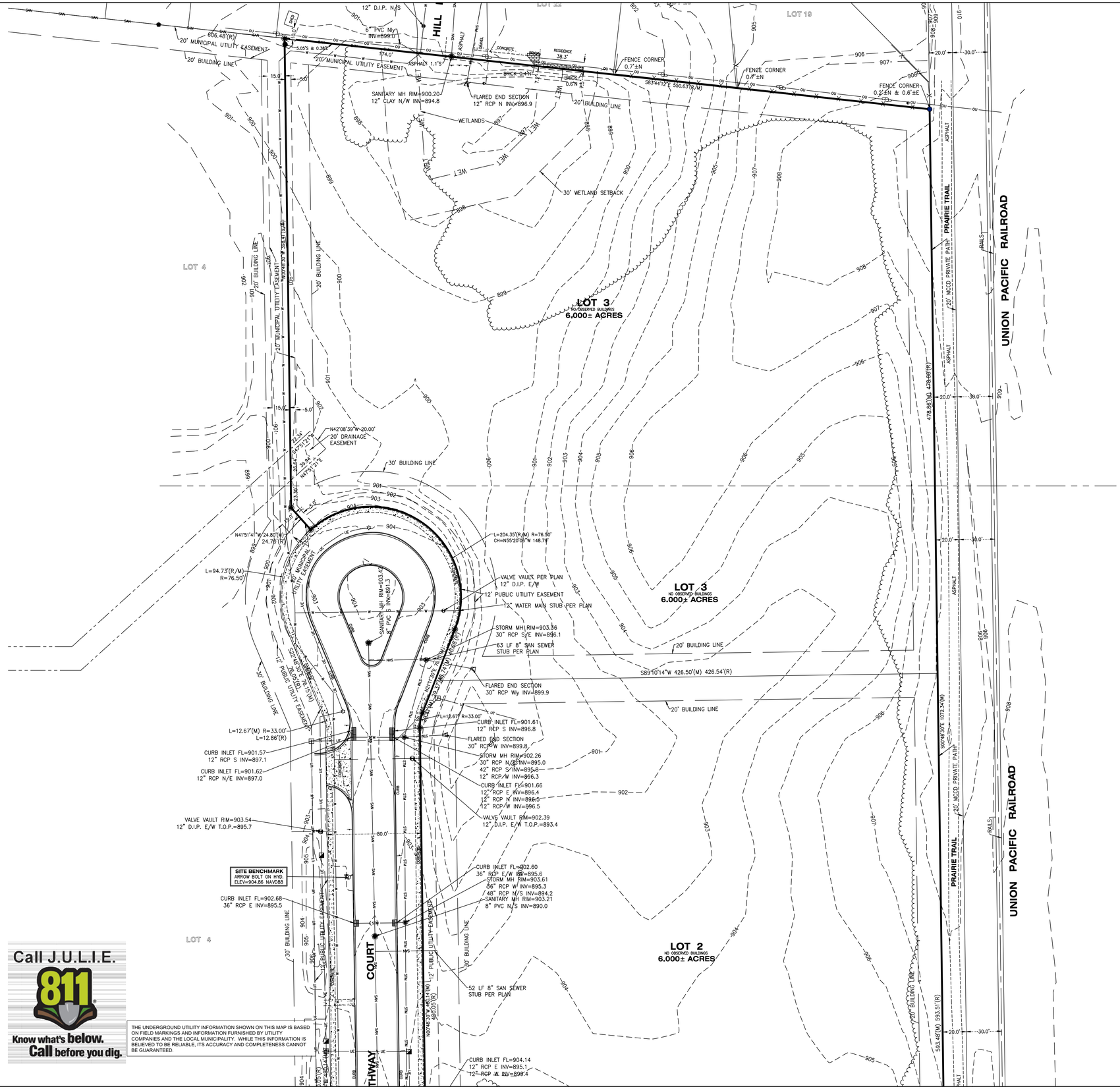
Sheet List Table

SHEET NO.	SHEET NAME
C000	COVER
C001	OVERALL SITE SURVEY
C002	SITE SURVEY
C003	SITE SURVEY
C004	SITE SURVEY
C005	SITE PREPARATION & EROSION CONTROL
C100	OVERALL SITE PLAN
C101	SITE PLAN
C102	SITE PLAN
C103	SITE PLAN
C200	OVERALL GRADING PLAN
C201	GRADING PLAN
C202	GRADING PLAN
C203	GRADING PLAN
C300	OVERALL UTILITY PLAN
C301	UTILITY PLAN
C302	UTILITY PLAN
C303	UTILITY PLAN
C400	EROSION CONTROL DETAILS
C401	PAVEMENT DETAILS
C402	UTILITY DETAILS
C403	UTILITY DETAILS
C404	UTILITY DETAILS
C500	SPECIFICATIONS
C501	SPECIFICATIONS
L100	CONCEPTUAL LANDSCAPE PLAN
L200	LANDSCAPE DETAILS
L300	LANDSCAPE SPECIFICATIONS

2024.09.26


PATHWAY COURT
TECKLER BOULEVARD
CRYSTAL HILL DRIVE
UNION PACIFIC RAILROAD
LOT 1
1.3781 ACRES
LOT 2
4.3201 ACRES
LOT 3
4.2001 ACRES
LOT 4
6.3242 ACRES
LOT 5
1.3781 ACRES
LOT 6
1.3781 ACRES
LOT 7
1.3781 ACRES
N 89°08'39" W 20.00'
S 89°08'39" E 283.01'
S 89°08'39" E 283.01'
N 89°08'39" W 283.01'
N 89°08'39" W 283.01

2024.09.26



Call J.U.L.I.E. 811 Know what's below. Call before you dig.

THE UNDERGROUND UTILITY INFORMATION SHOWN ON THIS MAP IS BASED ON FIELD MARKINGS AND INFORMATION FURNISHED BY UTILITY COMPANIES AND THE LOCAL MUNICIPALITY. WHILE THIS INFORMATION IS BELIEVED TO BE RELIABLE, ITS ACCURACY AND COMPLETENESS CANNOT BE GUARANTEED.

LEGEND:

	SECTION 1/4 SECTION LINE
	PROPERTY LINE
	EASEMENT
X X	CHAIN LINK FENCE
	GUARD RAIL
	METAL FENCE
	WOOD FENCE
	TREE LINE
OU	OVERHEAD UTILITY LINE
UE	ELECTRIC
UT	TELEPHONE
FO	FIBER OPTIC
CTV	CABLE TV
SAN	SANITARY SEWER
FS	FORCE MAIN
ST	STORM SEWER
W	WATER MAIN
GAS	GAS
670	EXISTING CONTOUR
WET	WETLAND
FP	FLOODPLAIN
UNKNOWN MANHOLE	IRON PIPE FOUND/SET
SANITARY MANHOLE	REBAR FOUND/SET
STORM MANHOLE	CHISELED CROSS FOUND/SET
ELECTRIC MANHOLE	PK NAIL FOUND/SET
TELEPHONE MANHOLE	SPIKE/NAIL
CLEANOUT	MONUMENT
CATCH BASIN	BENCHMARK
CATCH BASIN (ROUND)	SIGN
HYDRANT	PARKING METER
WATER VALVE	FLAG POLE
WATER VALVE VAULT	8" DECIDUOUS TREE
GAS VALVE	8" CONIFEROUS TREE
GAS METER	BUSH
ELECTRIC METER	POST
ELECTRIC RISER	SOIL BORING
UTILITY PEDESTAL	TRAFFIC SIGNAL
HANDHOLE	LIGHT POLE
VENT	UTILITY POLE
MONITORING WELL	GUY WIRE
FLARED END SECTION	GUY POLE

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3. DRAWING IS BASED ON FIELD SURVEY COMPLETED BY VANDERSTAPPEN LAND SURVEYING ON 01/02/24.

4. DATUM FOR THE PROJECT SURVEY IS IL EAST ZONE NAD83 (2011). BENCHMARK FOR THE PROJECT SURVEY IS MCHENRY COUNTY GEODETIC CONTROL STATION "CRYSTAL LAKE 2A".

5. CONTRACTOR TO VERIFY EXISTING CONDITIONS, CONTACT ENGINEER WITH DISCREPANCIES.

THE SIGMA GROUP
Single Source. Sound Solutions.
www.thesigmagroup.com
1300 West Canal Street
Milwaukee, WI 53233
Phone: 414-643-4200
Fax: 414-643-4210

GRAPHIC SCALE
0 40 80

PATHWAY COURT RESIDENTIAL
295 & 345 PATHWAY CT, 395 TECKLER BLVD
CRYSTAL LAKE, IL

SITE SURVEY

PRELIMINARY NOT FOR CONSTRUCTION

ISSUANCE	DATE

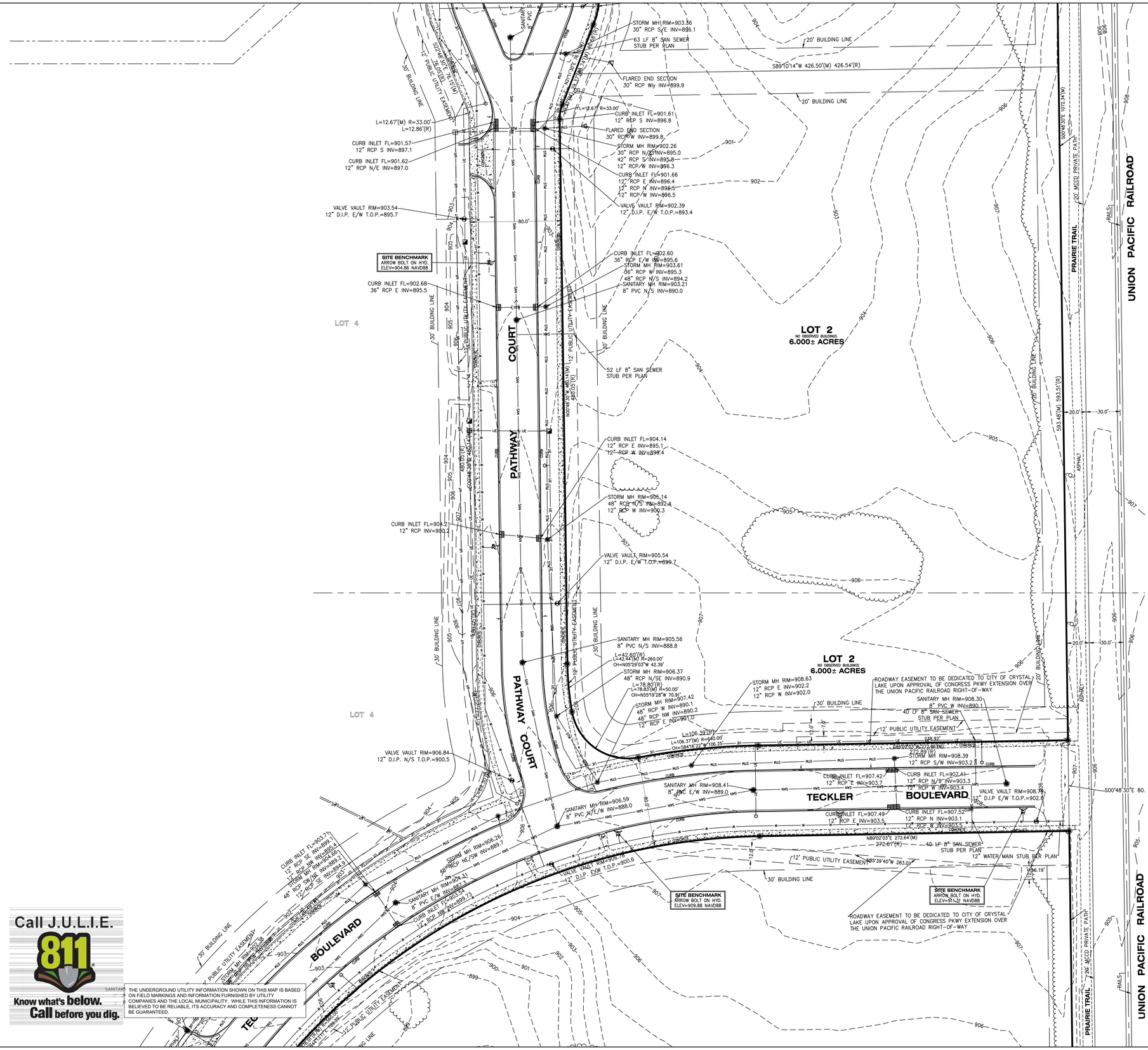
NO.	REVISION	DATE

PROJECT NO:	22360
DESIGN DATE:	----
PLOT DATE:	2024.09.26
DRAWN BY:	JTR
CHECKED BY:	CTC
APPROVED BY:	----
SHEET NO:	C002

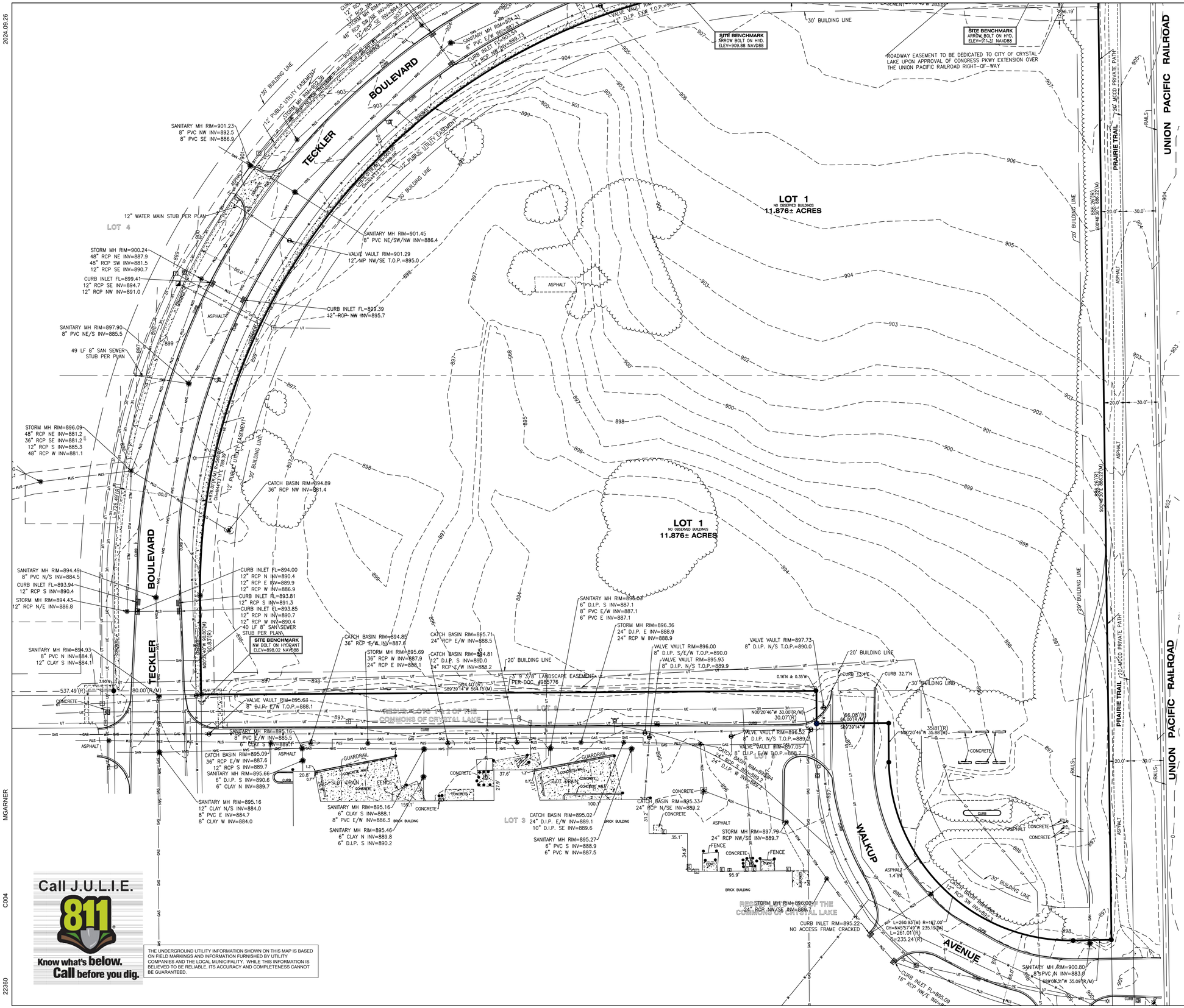
MGARNER C002 22360

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2024.09.26


PATHWAY COURT
TECKLER BOULEVARD
PRAIRIE TRAIL
UNION PACIFIC RAILROAD
LOT 2
NO ORDINED BUILDING
6.000± ACRES
LOT 4
SITE BENCHMARK
ARROW BOLT ON HYD.
ELEV=904.86 NAVD88
SITE BENCHMARK
ARROW BOLT ON HYD.
ELEV=909.88 NAVD88
SITE BENCHMARK
ARROW BOLT ON HYD.
ELEV=911.31 NAVD88
STORM MH RIM=903.36
30" RCP S/E INV=896.1
63 LF 8" SAN SEWER
STUB PER PLAN
FLARED END SECTION
30" RCP Wly INV=899.9
CURB INLET FL=901.61
12" RCP S INV=896.8
FLARED END SECTION
30" RCP W INV=899.8
STORM MH RIM=902.26
30" RCP N/S INV=895.0
42" RCP S INV=895.8
12" RCP W INV=896.3
CURB INLET FL=901.66
12" RCP E INV=896.4
12" RCP N INV=896.5
12" RCP W INV=896.5
VALVE VAULT RIM=902.39
12" D.I.P. E/W T.O.P.=893.4
CURB INLET FL=902.60
36" RCP E/W INV=895.6
STORM MH RIM=903.61
36" RCP W INV=895.3
48" RCP N/S INV=894.2
SANITARY MH RIM=903.21
8" PVC N/S INV=890.0
52 LF 8" SAN SEWER
STUB PER PLAN
CURB INLET FL=904.14
12" RCP E INV=895.1
12" RCP W INV=899.4
STORM MH RIM=905.14
48" RCP N/S INV=892.4
12" RCP W INV=900.3
VALVE VAULT RIM=905.54
12" D.I.P. E/W T.O.P.=899.7
SANITARY MH RIM=905.56
8" PVC N/S INV=888.8
STORM MH RIM=906.37
48" RCP N/SE INV=890.9
STORM MH RIM=907.42
48" RCP W INV=890.1
48" RCP NW INV=890.2
12" RCP E INV=901.0
VALVE VAULT RIM=906.84
12" D.I.P. N/S T.O.P.=900.5
STORM MH RIM=908.63
12" RCP E INV=902.2
12" RCP W INV=902.0
SANITARY MH RIM=908.30
8" PVC W INV=899.1
40 LF 8" SAN SEWER
STUB PER PLAN
STORM MH RIM=908.39
12" RCP S/W INV=903.2
CURB INLET FL=907.42
12" RCP E INV=903.7
CURB INLET FL=907.44
12" RCP N/S INV=903.3
12" RCP W INV=903.4
VALVE VAULT RIM=908.76
12" D.I.P E/W T.O.P.=902.6
SANITARY MH RIM=908.41
8" PVC E/W INV=889.0
SANITARY MH RIM=906.59
8" PVC N/E/W INV=888.0
CURB INLET FL=907.49
12" RCP E INV=903.5
CURB INLET FL=907.52
12" RCP N INV=903.1
12" RCP W INV=903.1
40 LF 8" SAN SEWER
STUB PER PLAN
12" WATER MAIN STUB PER PLAN
CURB INLET FL=903.11
12" RCP SE INV=899.1
12" RCP NW INV=899.4
STORM MH RIM=904.66
48" RCP SW/E INV=894.1
12" RCP SE INV=899.9
STORM MH RIM=906.26
48" RCP NE/SW INV=889.7
SANITARY MH RIM=904.31
8" PVC E/W INV=893.3
CURB INLET FL=903.54
12" RCP NW INV=899.73
VALVE VAULT RIM=906.76
12" D.I.P. E/W T.O.P.=900.6
CURB INLET FL=904.2
12" RCP INV=900.2
VALVE VAULT RIM=903.54
12" D.I.P. E/W T.O.P.=894.2
SANITARY MH RIM=905.56
8" PVC N/S INV=888.8
STORM MH RIM=906.37
48" RCP N/SE INV=890.9
STORM MH RIM=907.42
48" RCP W INV=890.1
48" RCP NW INV=890.2
12" RCP E INV=901.0
VALVE VAULT RIM=906.84
12" D.I.P. N/S T.O.P.=900.5

2024.09.26



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1300 West Canal Street
Milwaukee, WI 53233
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Fax: 414-643-4210

GRAPHIC SCALE
0 40 80

LEGEND:

SECTION 1/4 SECTION LINE	IRON PIPE FOUND/SET
PROPERTY LINE	REBAR FOUND/SET
EASEMENT	CHISELED CROSS FOUND/SET
CHAIN LINK FENCE	PK NAIL FOUND/SET
GUARD RAIL	SPIKE/NAIL
METAL FENCE	MONUMENT
WOOD FENCE	BENCHMARK
TREE LINE	SIGN
OVERHEAD UTILITY LINE	PARKING METER
ELECTRIC	FLAG POLE
TELEPHONE	18" DECIDUOUS TREE
FIBER OPTIC	8" CONIFEROUS TREE
CABLE TV	BUSH
SANITARY SEWER	POST
FORCE MAIN	SOIL BORING
STORM SEWER	TRAFFIC SIGNAL
WATER MAIN	LIGHT POLE
GAS	UTILITY POLE
EXISTING CONTOUR	GUY WIRE
WETLAND	GUY POLE
FLOODPLAIN	
UNKNOWN MANHOLE	
SANITARY MANHOLE	
STORM MANHOLE	
ELECTRIC MANHOLE	
TELEPHONE MANHOLE	
CLEANOUT	
CATCH BASIN	
CATCH BASIN (ROUND)	
HYDRANT	
WATER VALVE	
WATER VALVE VAULT	
GAS VALVE	
GAS METER	
ELECTRIC METER	
ELECTRIC RISER	
UTILITY PEDESTAL	
HANDHOLE	
VENT	
MONITORING WELL	
FLARED END SECTION	

GENERAL NOTES:

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PATHWAY COURT RESIDENTIAL
295 & 345 PATHWAY CT, 395 TECKLER BLVD
CRYSTAL LAKE, IL

SITE SURVEY

PRELIMINARY NOT FOR CONSTRUCTION

ISSUANCE	DATE
----	----

NO.	REVISION	DATE
----	----	----

PROJECT NO:	22360
DESIGN DATE:	----
PLOT DATE:	2024.09.26
DRAWN BY:	JTR
CHECKED BY:	CTC
APPROVED BY:	----
SHEET NO:	C004

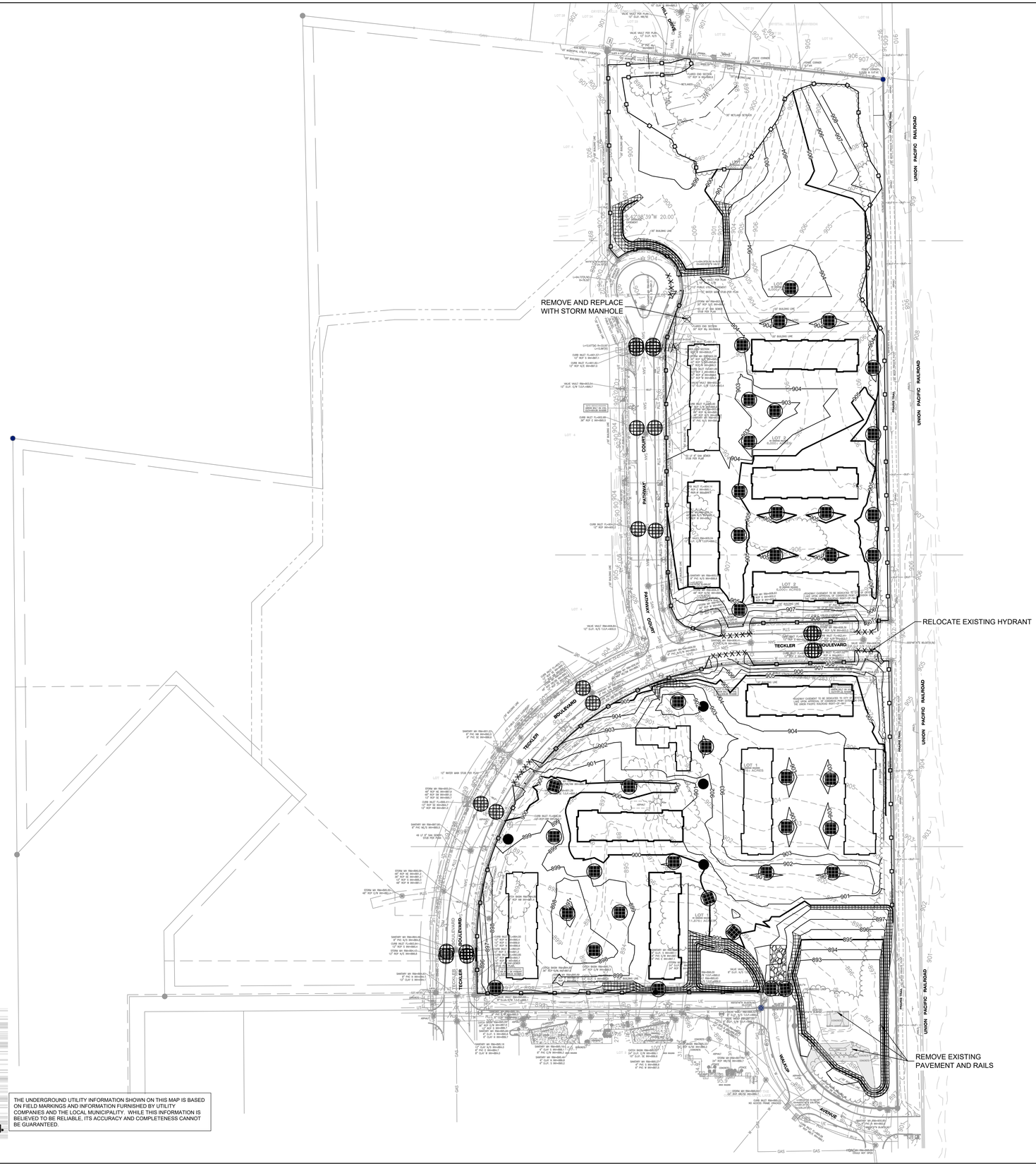
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MGARNER
C004
22360

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2024.09.26



LEGEND:

- PROPOSED SILT FENCE (A C400)
- PROPOSED INLET PROTECTION (B C400)
- PROPOSED TRACKING PAD (C C400)
- PROPOSED EROSION MATTING WISDOT APPROVED CLASS 1 TYPE B
- EXISTING CONTOUR
- PROPOSED CONTOUR
- UTILITY REMOVAL
- CURB REMOVAL
- SAWCUT
- STRUCTURE REMOVAL
- PAVEMENT REMOVAL

GENERAL NOTES:

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5. SEE SHEET C400 FOR A COMPLETE LIST OF EROSION CONTROL NOTES AND DETAILS. EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO START OF LAND DISTURBING ACTIVITIES.
6. DO NOT BEGIN LAND DISTURBING ACTIVITIES UNTIL AN EROSION CONTROL PERMIT IS OBTAINED FROM LOCAL JURISDICTION.

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Fax: 414-643-4210

N

GRAPHIC SCALE
0 100 200

PATHWAY COURT RESIDENTIAL
295 & 345 PATHWAY CT, 395 TECKLER BLVD
CRYSTAL LAKE, IL

SITE PREPARATION & EROSION CONTROL

PRELIMINARY NOT FOR CONSTRUCTION

ISSUANCE	DATE

NO. REVISION	DATE

PROJECT NO:	22360
DESIGN DATE:	----
PLOT DATE:	2024.09.26
DRAWN BY:	JTR
CHECKED BY:	CTC
APPROVED BY:	----
SHEET NO:	C005

MGARNER
C005
22360

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2024.09.26



LOTS 2 & 3 (NORTH)			
SITE AREA	522665	11.999 AC	
PROPOSED IMPERVIOUS AREA	175745	4.035 AC	33.6 %
PROPOSED GREENSPACE AREA	346920	7.964 AC	66.4 %

LOT 1 (SOUTH)			
SITE AREA	517339	11.876 AC	
PROPOSED IMPERVIOUS AREA	263150	6.041 AC	50.9 %
PROPOSED GREENSPACE AREA	254189	5.835 AC	49.1 %

SITE INFORMATION			
SITE AREA	1040004	23.875 AC	
SITE DISTURBED AREA	1040004	23.875 AC	
EXISTING IMPERVIOUS AREA	21177	0.486 AC	
PROPOSED IMPERVIOUS AREA	455093	10.447 AC	43.8 %
PROPOSED GREENSPACE AREA	584911	13.428 AC	56.2 %

LEGEND:

- A C401 — 5" THICK CONCRETE WALK
- B C401 — CONCRETE PAVEMENT
- C C401 — ASPHALT SURFACE
- D C401 — HEAVY-DUTY ASPHALT SURFACE
- GREEN SPACE
- E C401 — CURB & GUTTER (ACCEPT)
- E C401 — CURB & GUTTER (REJECT)

GENERAL NOTES:

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7. EARTHWORK SHALL BE IN ACCORDANCE WITH GEOTECHNICAL ENGINEER'S RECOMMENDATIONS.

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N

GRAPHIC SCALE
0 100 200

PATHWAY COURT RESIDENTIAL
295 & 345 PATHWAY CT, 395 TECKLER BLVD
CRYSTAL LAKE, IL

OVERALL SITE PLAN

PRELIMINARY NOT FOR CONSTRUCTION

ISSUANCE	DATE

NO. REVISION	DATE

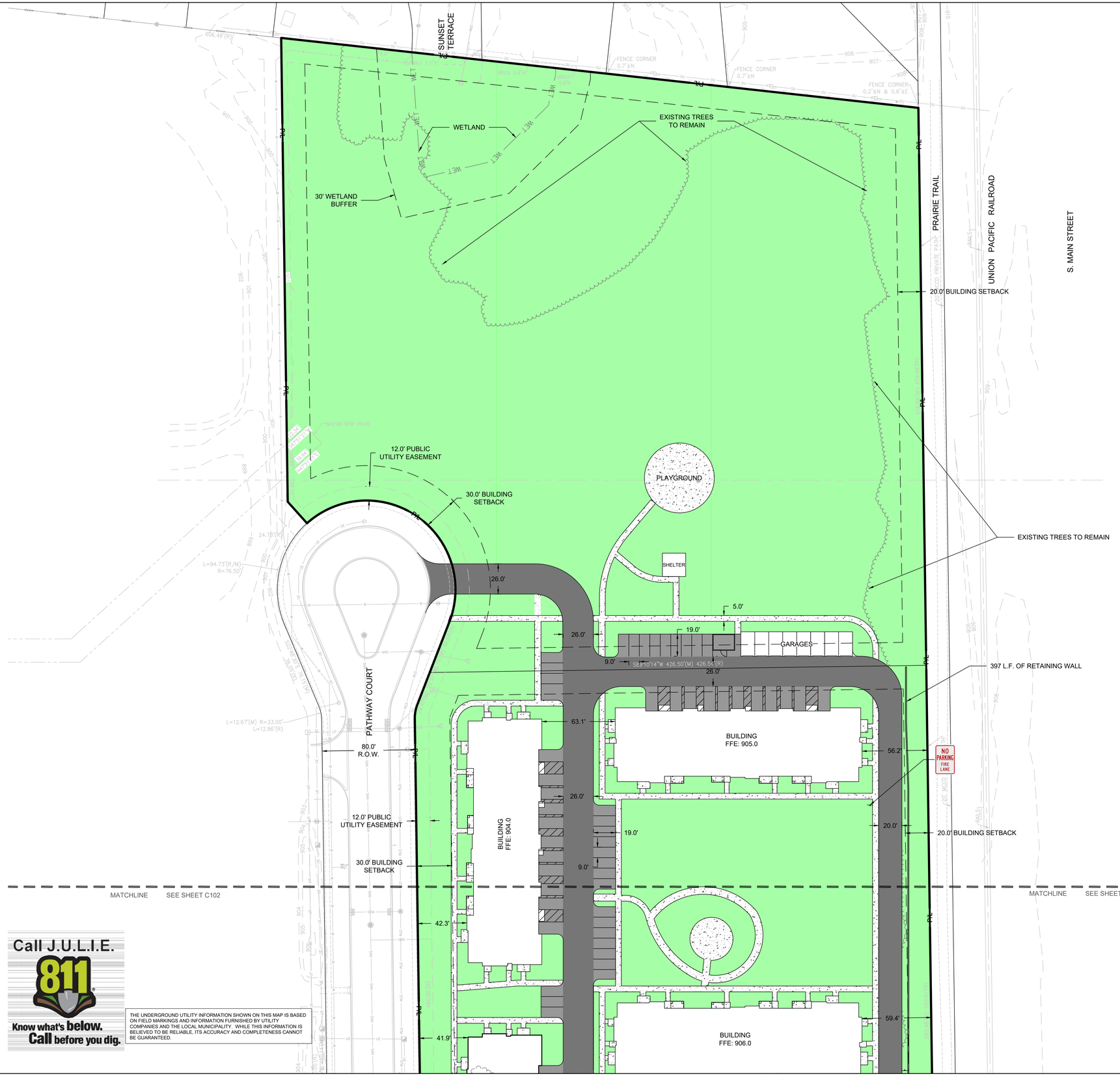
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DESIGN DATE:	----
PLOT DATE:	2024.09.26
DRAWN BY:	----
CHECKED BY:	CTC
APPROVED BY:	----

SHEET NO:
C100

MGARNER
C100
22360

I:\Three Leaf Development\22360 - Crystal Lake Residential\060 CAD\030_Production Sheets\100_Civil\C100 Site Plan.dwg

2024.09.26



LEGEND:

- A C401 — 5" THICK CONCRETE WALK
- B C401 — CONCRETE PAVEMENT
- C C401 — ASPHALT SURFACE
- D C401 — HEAVY-DUTY ASPHALT SURFACE
- GREEN SPACE
- E C401 — CURB & GUTTER (ACCEPT)
- E C401 — CURB & GUTTER (REJECT)

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Fax: 414-643-4210

N

GRAPHIC SCALE 0 40 80

PATHWAY COURT RESIDENTIAL
295 & 345 PATHWAY CT, 395 TECKLER BLVD
CRYSTAL LAKE, IL

SITE PLAN

PRELIMINARY NOT FOR CONSTRUCTION

ISSUANCE	DATE

NO.	REVISION	DATE

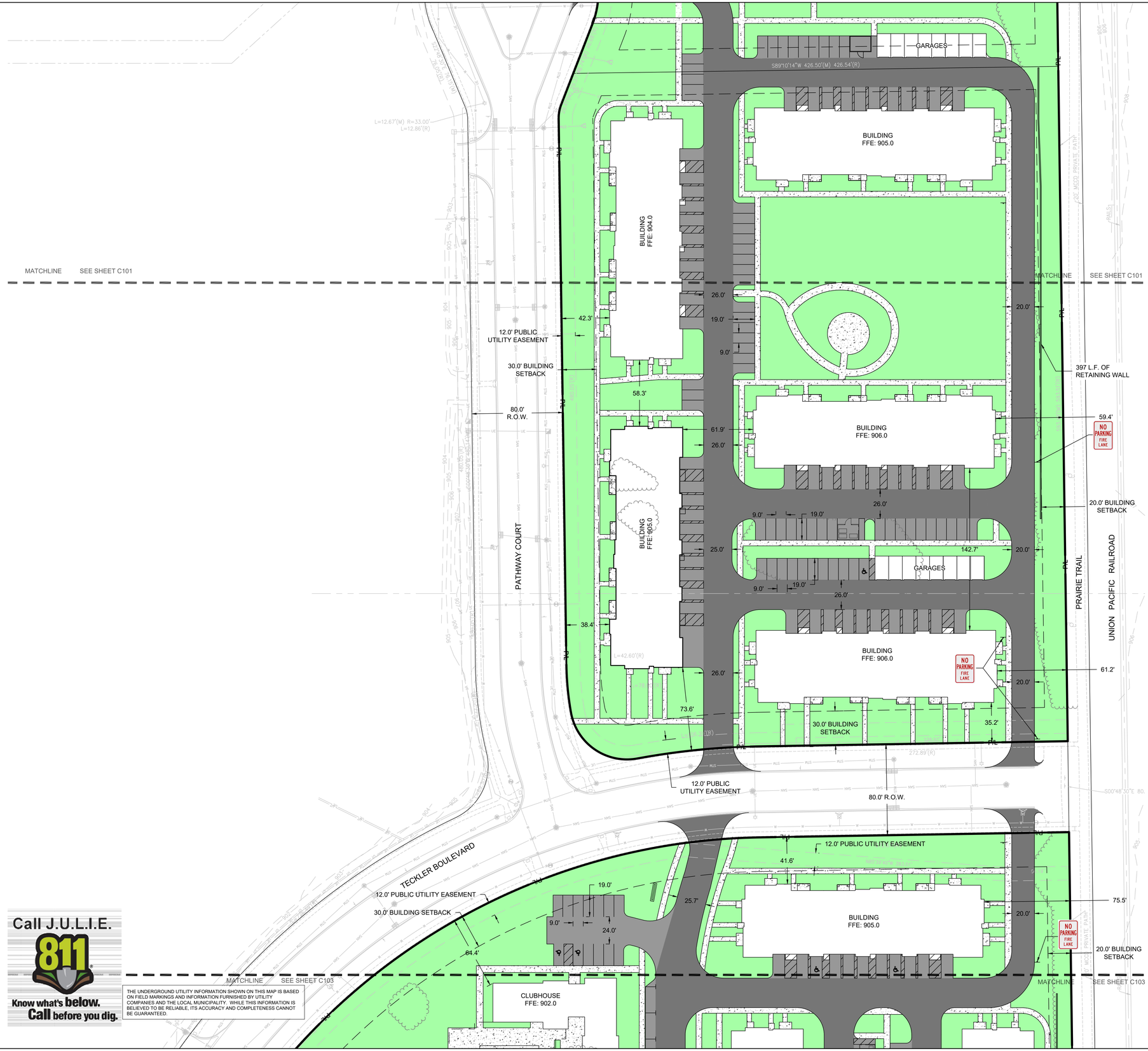
PROJECT NO:	22360
DESIGN DATE:	----
PLOT DATE:	2024.09.26
DRAWN BY:	JTR
CHECKED BY:	CTC
APPROVED BY:	----

SHEET NO: C101

MGARNER C101 22360

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2024.09.26



LEGEND:

- A C401 — 5" THICK CONCRETE WALK
- B C401 — CONCRETE PAVEMENT
- C C401 — ASPHALT SURFACE
- D C401 — HEAVY-DUTY ASPHALT SURFACE
- GREEN SPACE
- E C401 — CURB & GUTTER (ACCEPT)
- E C401 — CURB & GUTTER (REJECT)

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PATHWAY COURT RESIDENTIAL
295 & 345 PATHWAY CT, 395 TECKLER BLVD
CRYSTAL LAKE, IL

SITE PLAN

PRELIMINARY NOT FOR CONSTRUCTION

ISSUANCE	DATE

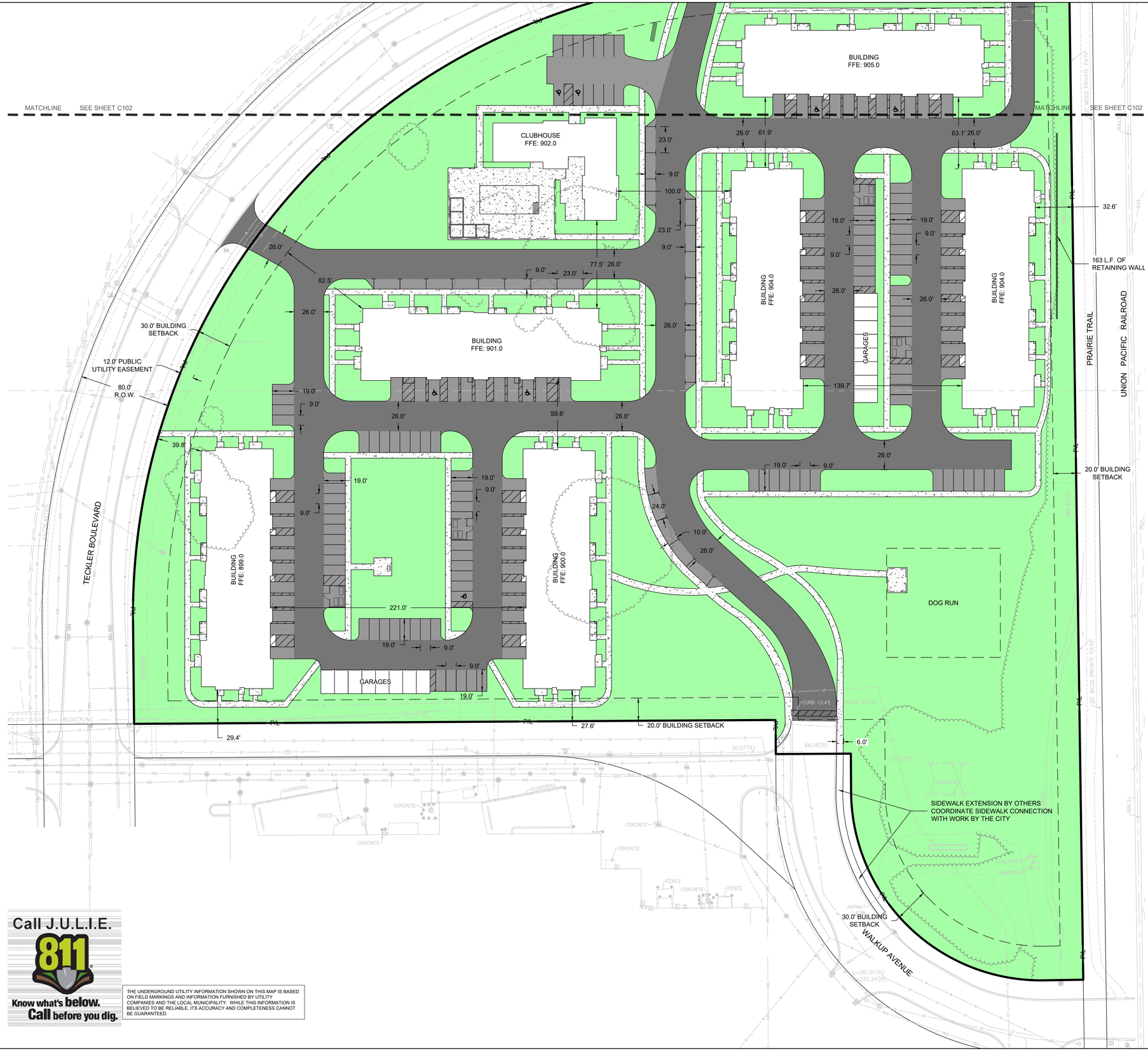
NO.	REVISION	DATE

PROJECT NO:	22360
DESIGN DATE:	----
PLOT DATE:	2024.09.26
DRAWN BY:	JTR
CHECKED BY:	CTC
APPROVED BY:	----
SHEET NO:	C102

MGARNER
C102
22360

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2024.09.26



MATCHLINE SEE SHEET C102

MATCHLINE SEE SHEET C102

LEGEND:

- A C401 — 5" THICK CONCRETE WALK
- B C401 — CONCRETE PAVEMENT
- C C401 — ASPHALT SURFACE
- D C401 — HEAVY-DUTY ASPHALT SURFACE
- GREEN SPACE
- E C401 — CURB & GUTTER (ACCEPT)
- E C401 — CURB & GUTTER (REJECT)

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PATHWAY COURT RESIDENTIAL
295 & 345 PATHWAY CT, 395 TECKLER BLVD
CRYSTAL LAKE, IL

SITE PLAN

PRELIMINARY NOT FOR CONSTRUCTION

ISSUANCE	DATE

NO.	REVISION	DATE

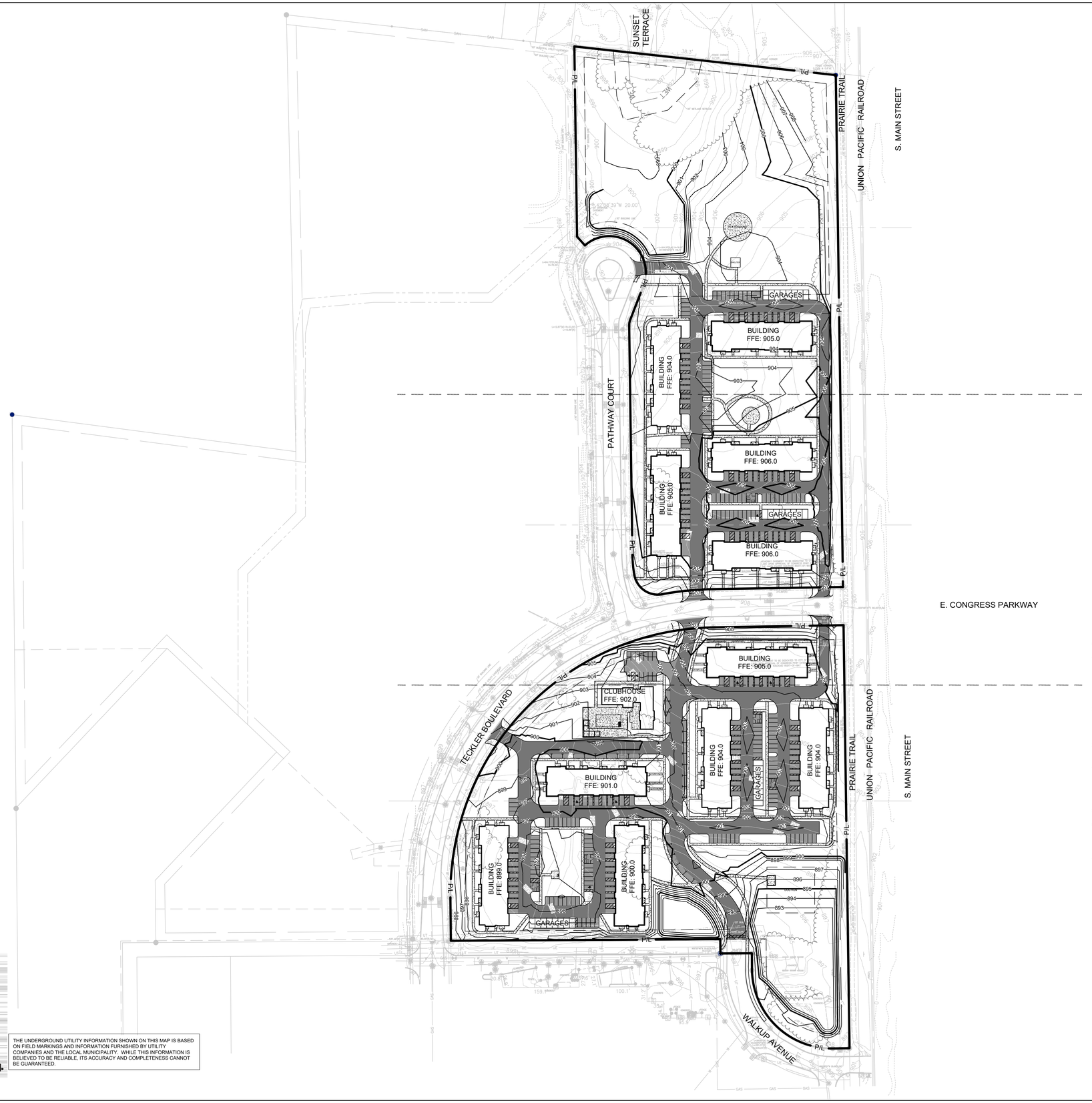
PROJECT NO:	22360
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DRAWN BY:	JTR
CHECKED BY:	CTC
APPROVED BY:	----

SHEET NO:
C103

MGARNER C103 22360

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2024.09.26



LEGEND:

- A C401 — 5" THICK CONCRETE WALK
- B C401 — CONCRETE PAVEMENT
- C C401 — ASPHALT SURFACE
- D C401 — HEAVY-DUTY ASPHALT SURFACE
- E C401 — CURB & GUTTER (ACCEPT)
- E C401 — CURB & GUTTER (REJECT)
- GRADE BREAK LINE
- 5 — EXISTING CONTOUR
- 5 — PROPOSED CONTOUR
- 100.50 T/C 100.00 FL — PROPOSED CURB & GUTTER SPOT GRADE T/C: TOP OF CURB GRADE FL: FLOW LINE CURB GRADE
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PATHWAY COURT RESIDENTIAL
295 & 345 PATHWAY CT, 395 TECKLER BLVD
CRYSTAL LAKE, IL

OVERALL GRADING PLAN

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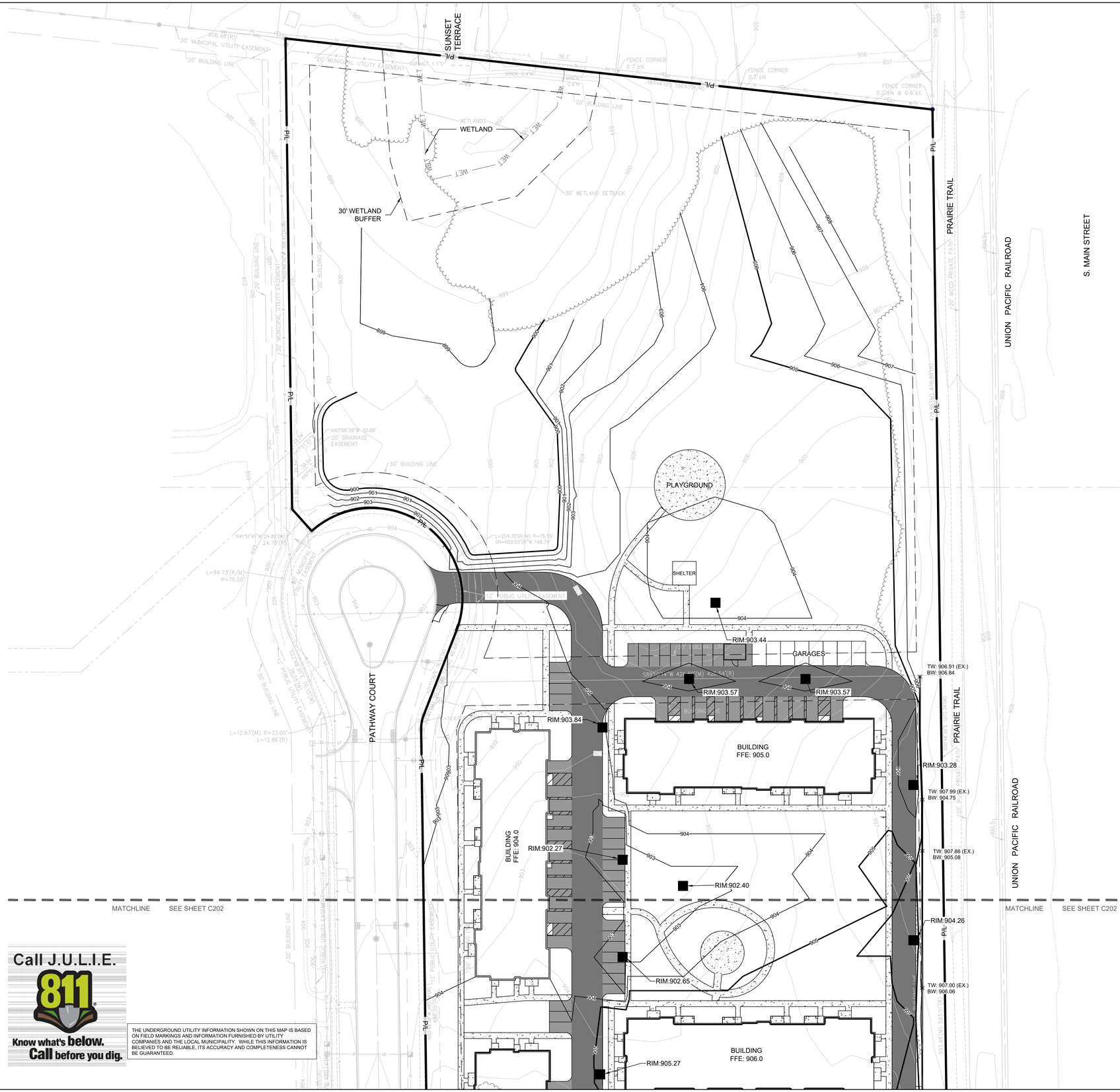
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APPROVED BY:	----

SHEET NO:
C200

MGARNER
C200
22360

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2024.09.26



LEGEND:

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PATHWAY COURT RESIDENTIAL
295 & 345 PATHWAY CT, 395 TECKLER BLVD
CRYSTAL LAKE, IL

GRADING PLAN

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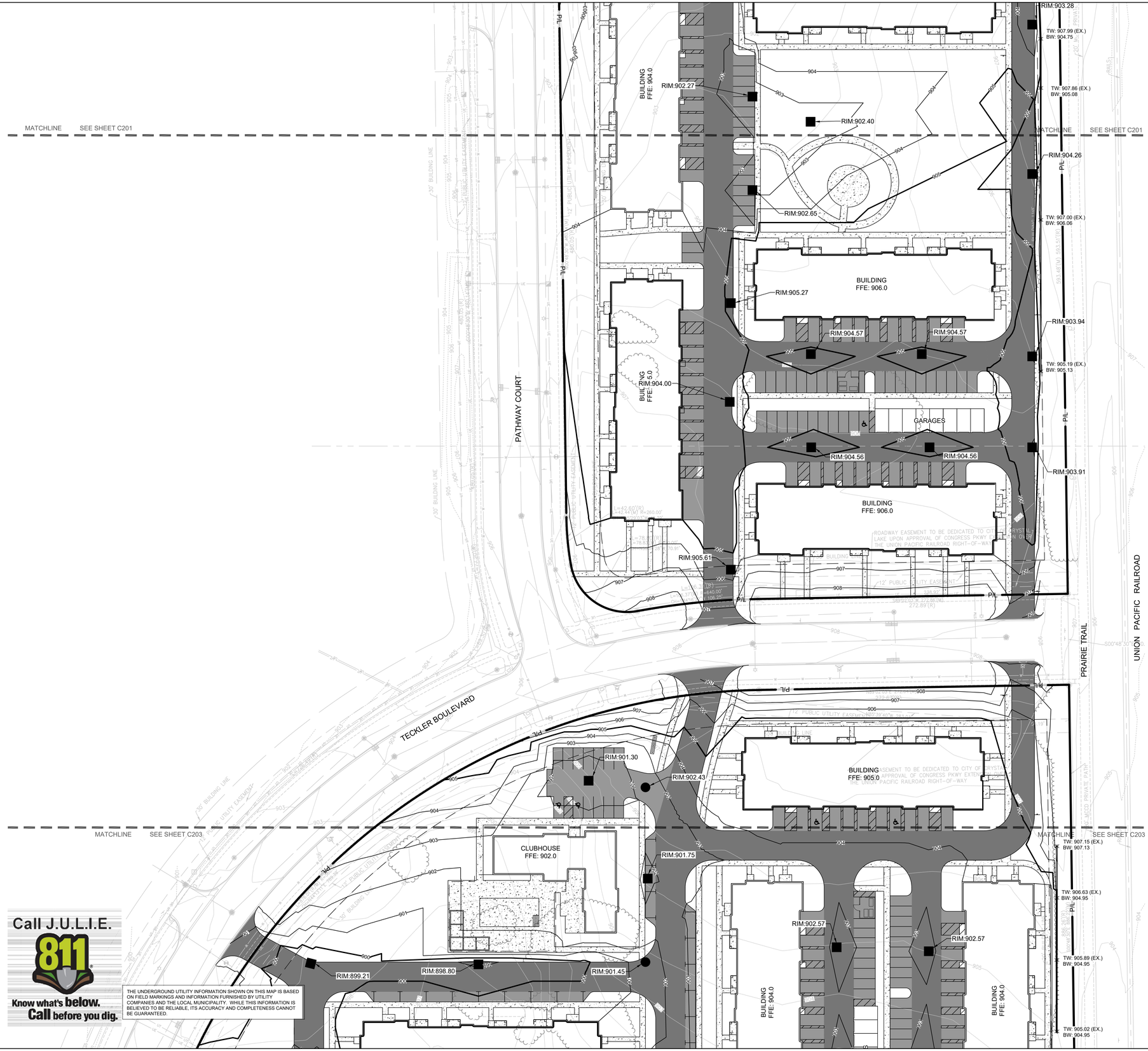
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SHEET NO:
C201

MGARNER C201 22360

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2024.09.26



LEGEND:

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PATHWAY COURT RESIDENTIAL
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CRYSTAL LAKE, IL

GRADING PLAN

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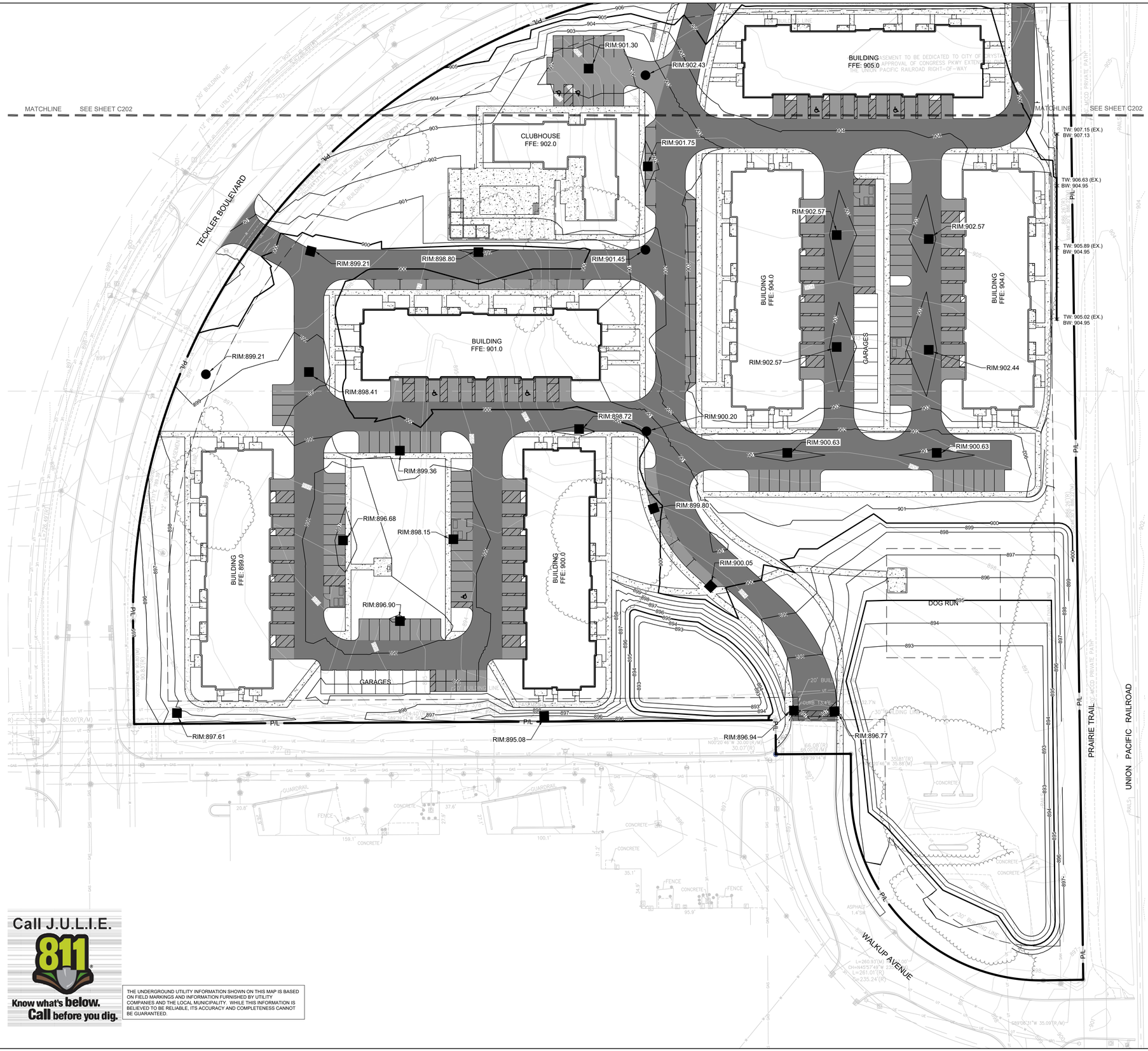
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PLOT DATE:	2024.09.26
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APPROVED BY:	----

SHEET NO: C202

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2024.09.26



LEGEND:

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CRYSTAL LAKE, IL

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C203

MGARNER
C203
22360

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2024.09.26



LEGEND:

- W — PROPOSED WATER SERVICE
- SAN — PROPOSED SANITARY SERVICE
- PROPOSED STORM SEWER
- DT — PROPOSED DRAIN TILE (UNDERDRAIN)
- PROPOSED STORM INLET
- PROPOSED STORM MANHOLE
- PROPOSED FLARED END SECTION
- PROPOSED SANITARY MANHOLE
- PROPOSED HYDRANT ASSEMBLY
- PROPOSED HYDRANT/SERVICE VALVE
- PROPOSED VALVE VAULT

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5. ALL UTILITIES WITHIN 5 FEET OF PAVED AREAS SHALL REQUIRE GRANULAR BACKFILL. SLURRY BACKFILL IS REQUIRED FOR ALL WORK IN PUBLIC RIGHT OF WAY.
6. PRIVATE STORM INLETS IN PAVEMENT SHALL REQUIRE DRAIN TILE STUBS OF 10 FEET IN TWO DIRECTIONS FOR SUBDRAINAGE. RIM GRADE FOR STORM INLETS IN CURB AND GUTTER ARE FLOW LINE GRADES.
7. WORK IN PUBLIC RIGHT OF WAY SHALL FOLLOW MATERIAL AND INSTALLATION REQUIREMENTS PER MUNICIPAL AND/OR COUNTY.
8. PRIVATE STORM SEWER 12-INCH DIAMETER OR LARGER SHALL BE HDPE. BELOW 12-INCH DIAMETER SHALL BE PVC SDR-35 ASTM D3034. PRIVATE WATER MAIN SHALL BE CLASS 235 DR 18 PVC CONFORMING TO AWWA C-900. PRIVATE SANITARY SEWER SHALL BE PVC SDR-35 ASTM D3034.
9. COORDINATE FINAL LOCATION AND DESIGN OF PRIVATE UTILITY SERVICES (ELECTRIC, GAS, PHONE, CABLE) WITH UTILITY COMPANIES.
10. IF PROJECT IS DESIGN BUILD MEP, THE GENERAL CONTRACTOR IS REQUIRED TO PROVIDE FINAL SEWER AND WATER DESIGN SHOWING LOCATION, INVERTS AND SIZES TO THE ENGINEER FOR FINAL REVIEW AND VERIFICATION PRIOR TO STARTING UNDERGROUND UTILITY CONSTRUCTION.
11. WATER MAIN CONNECTION: TAP WATER MAIN WITH SIZE AND LOCATION INDICATED ON PLAN IN ACCORDANCE WITH LOCAL WATER UTILITY REQUIREMENTS. COORDINATE CONNECTION WITH LOCAL WATER UTILITY. ALL JOINTS HALL BE RESTRAINED FROM CONNECTION OF WATER MAIN TO BUILDING WALL. SUBMIT JOINT RESTRAINT DETAILS FOR ALL JOINT TYPES INCLUDING PUSH-ON AND MECHANICAL CONNECTIONS. INSTALL MEGA-LUG OR APPROVED EQUAL TIGHT TO WALL FOR RESTRAINT FOR ALL BUILDING WALL PENETRATIONS AS APPROVED BY LOCAL PLUMBING INSPECTOR AND WATER UTILITY. INSTALL THRUST BLOCKING AND MEGA-LUG AT BEND BELOW FLOOR FOR ALL FLOOR PENETRATIONS.
12. INSTALL JOINT RESTRAINT AND CONCRETE THRUST BLOCKS AT ALL OFFSET FITTINGS (TEES, BENDS, DEAD ENDS, VALVES, REDUCERS) USING MEGA-LUG OR APPROVED EQUAL. CONCRETE THRUST BLOCKS SHALL BE INSTALLED PER FILE NO'S:44,45,46 FROM THE STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN. SEE DETAIL FOR MINIMUM LENGTH OF RESTRAINED JOINT REQUIRED. SUBMIT JOINT RESTRAINT DETAILS FOR ALL JOINT TYPES INCLUDING PUSH-ON AND MECHANICAL CONNECTIONS.

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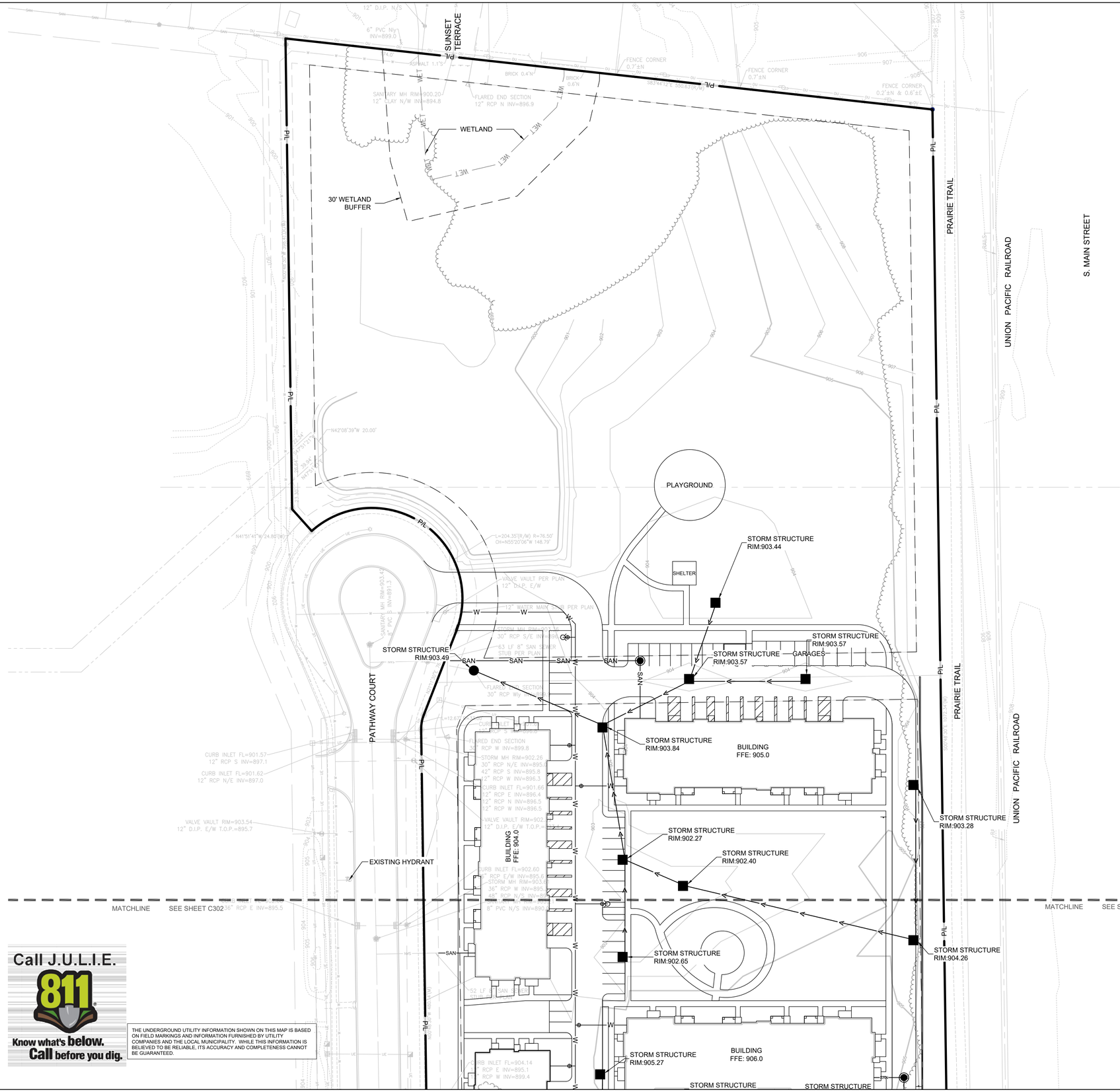
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SHEET NO:
C300

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22360

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2024.09.26



LEGEND:

- W — PROPOSED WATER SERVICE
- SAN — PROPOSED SANITARY SERVICE
- PROPOSED STORM SEWER
- DT — PROPOSED DRAIN TILE (UNDERDRAIN)
- PROPOSED STORM INLET
- PROPOSED STORM MANHOLE
- PROPOSED FLARED END SECTION
- PROPOSED SANITARY MANHOLE
- PROPOSED HYDRANT ASSEMBLY
- PROPOSED HYDRANT/SERVICE VALVE
- PROPOSED VALVE VAULT

GENERAL NOTES:

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6. PRIVATE STORM INLETS IN PAVEMENT SHALL REQUIRE DRAIN TILE STUBS OF 10 FEET IN TWO DIRECTIONS FOR SUBDRAINAGE. RIM GRADE FOR STORM INLETS IN CURB AND GUTTER ARE FLOW LINE GRADES.
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Call J.U.L.I.E. 811 Know what's below. Call before you dig.

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GRAPHIC SCALE
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PATHWAY COURT RESIDENTIAL
295 & 345 PATHWAY CT, 395 TECKLER BLVD
CRYSTAL LAKE, IL

UTILITY PLAN

PRELIMINARY NOT FOR CONSTRUCTION

ISSUANCE	DATE

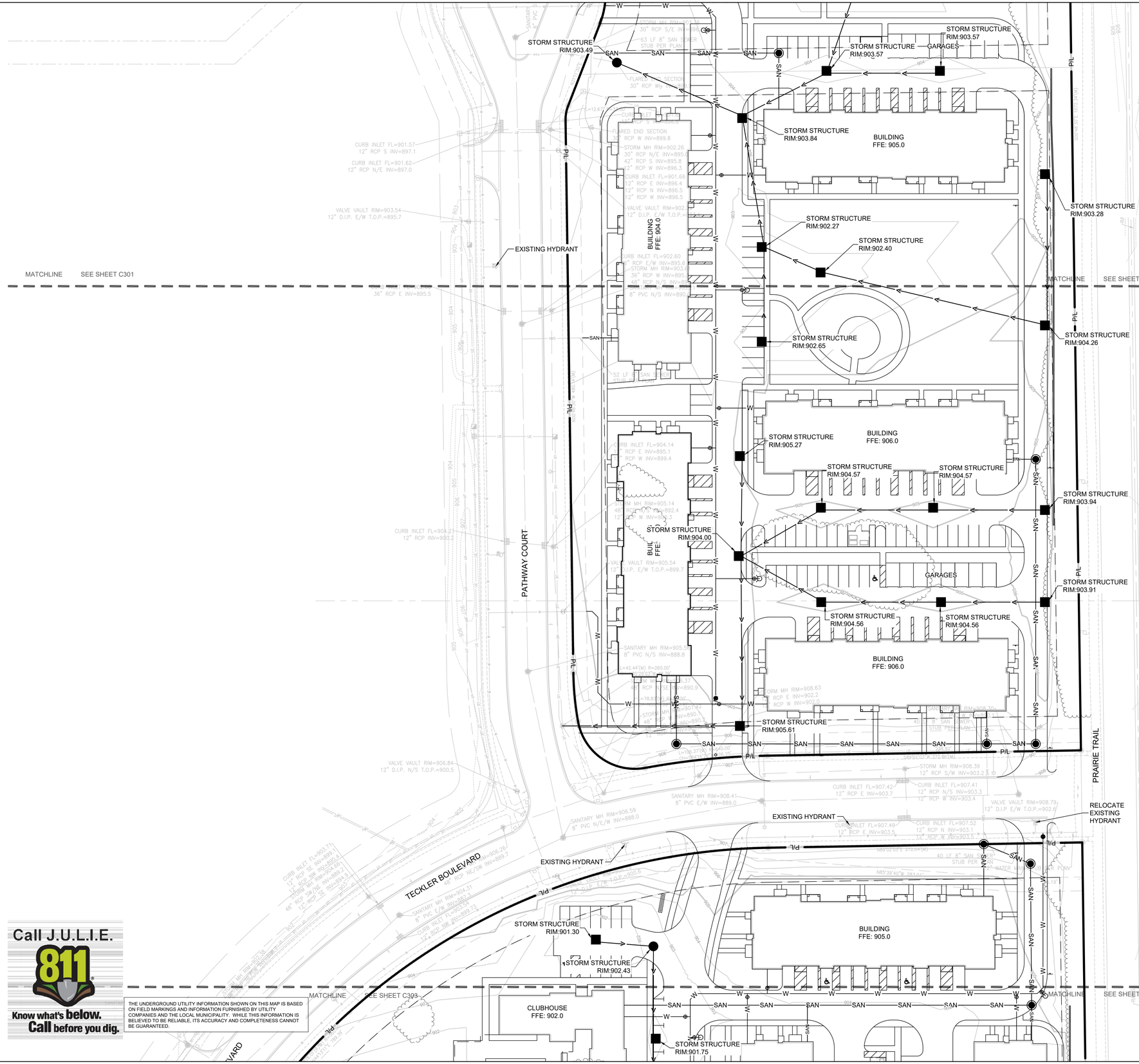
NO. REVISION	DATE

PROJECT NO:	22360
DESIGN DATE:	----
PLOT DATE:	2024.09.26
DRAWN BY:	JTR
CHECKED BY:	CTC
APPROVED BY:	----

SHEET NO: C301

MGARNER C301 22360

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- A C402 — PROPOSED SANITARY MANHOLE
- D C402 — PROPOSED HYDRANT ASSEMBLY
- D C402 / C C402 — PROPOSED HYDRANT/SERVICE VALVE
- A C404 — PROPOSED VALVE VAULT

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GRAPHIC SCALE 0 40 80

PATHWAY COURT RESIDENTIAL
295 & 345 PATHWAY CT, 395 TECKLER BLVD
CRYSTAL LAKE, IL

UTILITY PLAN

PRELIMINARY NOT FOR CONSTRUCTION

ISSUANCE	DATE

NO. REVISION	DATE

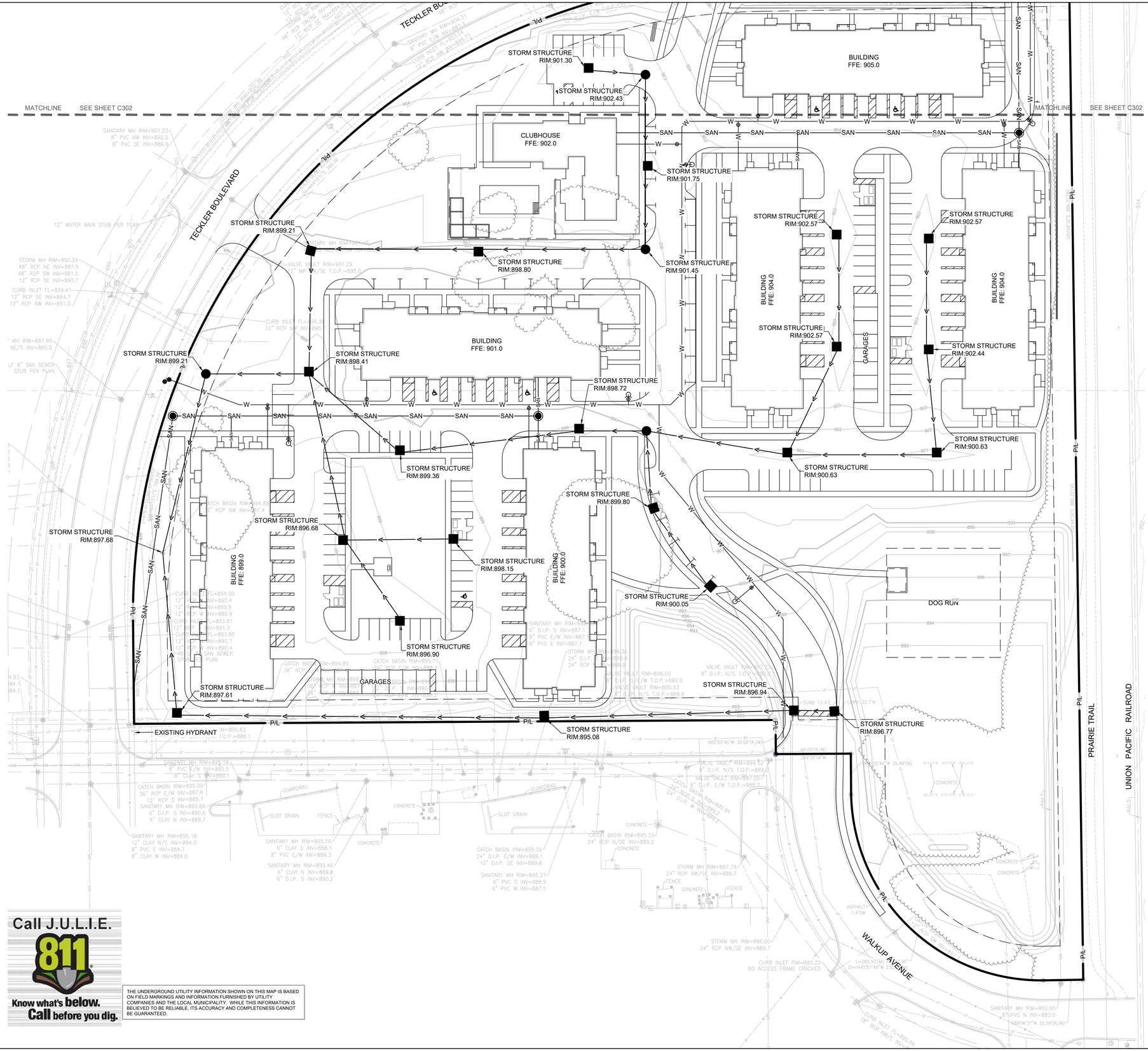
PROJECT NO:	22360
DESIGN DATE:	----
PLOT DATE:	2024.09.26
DRAWN BY:	JTR
CHECKED BY:	CTC
APPROVED BY:	----

SHEET NO: C302

2024.09.26 MGARNER C302 22360

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2024.09.26



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PATHWAY COURT RESIDENTIAL
295 & 345 PATHWAY CT, 395 TECKLER BLVD
CRYSTAL LAKE, IL

UTILITY PLAN

PRELIMINARY NOT FOR CONSTRUCTION

ISSUANCE	DATE

NO.	REVISION	DATE

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DESIGN DATE:	----
PLOT DATE:	2024.09.26
DRAWN BY:	JTR
CHECKED BY:	CTC
APPROVED BY:	----

SHEET NO: C303

MGARNER
C303
22360

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2024.09.26



DECIDUOUS TREE — 116
Celtis occidentalis / Common Hackberry
Cercidiphyllum japonicum / Katsura Tree
Ginkgo biloba 'Autumn Gold' / Autumn Gold Maidenhair Tree
Gymnocladus dioica 'Espresso' / Kentucky Coffeetree
Quercus bicolor / Swamp White Oak
Quercus x schuettei / Swamp Bur Oak
Ulmus americana 'Princeton' / Princeton American Elm

EVERGREEN TREE — 40
Abies concolor / White Fir
Picea abies / Norway Spruce
Pinus strobus / White Pine
Pseudotsuga menziesii / Douglas Fir
Thuja occidentalis 'Dark Green' / Dark American Arborvitae

ORNAMENTAL TREE — 121
Amelanchier x grandiflora 'Autumn Brilliance' / Autumn Brilliance Apple Serviceberry
Carpinus caroliniana / American Hornbeam
Cercis canadensis / Eastern Redbud
Hamamelis virginiana / Common Witch Hazel
Malus x 'Adirondack' / Adirondack Crabapple
Malus x 'Purple Prince' / Purple Prince Crabapple
Syringa reticulata 'Ivory Silk' / Ivory Silk Japanese Tree Lilac

UPRIGHT EVERGREEN TREE — 61
Juniperus chinensis 'Mountbatten' / Mountbatten Juniper
Juniperus x 'J.N Select Blue' / Star Power® Juniper
Thuja occidentalis 'Smaragd' / Emerald Green Arborvitae

NATIVE SEEDING

PLANTING BEDS
TO CONTAIN GROUNDCOVER PLUGS PLANTED 12" OC AND 3" HARDWOOD BARK MULCH

TURF

EXISTING STREET TREE

EXISTING WOODS TO REMAIN

LANDSCAPE GENERAL NOTES:

1. VERIFY EXISTING AND PROPOSED CONDITIONS, UTILITIES, PIPES, AND STRUCTURES, ETC. PRIOR TO BIDDING AND CONSTRUCTION.
2. INSPECT THE SITE PRIOR TO COMMENCING WORK. DOCUMENT IN WRITING AND PHOTOGRAPH EXISTING CONDITIONS WITHIN, AND IN AREAS ADJACENT TO THE LIMITS OF CONSTRUCTION. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGES NOT DOCUMENTED IN THE PHOTOGRAPHS PRIOR TO COMMENCEMENT OF DEMOLITION ACTIVITIES.
3. COORDINATE THE INSTALLATION OF PLANT MATERIAL WITH INSTALLATION OF ADJACENT PAVEMENTS, DRAINAGE, CURB RELATED STRUCTURES WITH OTHER TRADES.
4. RESTORE AREAS OF THE SITE, OR ADJACENT AREAS, WHERE DISTURBED. DAMAGE CAUSED DURING LANDSCAPE INSTALLATION TO EXISTING CONDITIONS AND IMPROVEMENTS IS THE RESPONSIBILITY OF THE LANDSCAPE CONTRACTOR.
5. CONTRACTOR SHALL THOROUGHLY REVIEW ALL SPECIFICATIONS RELATED TO TREE PROTECTION, SOIL PREPARATION, TURF, GRASSES AND PLANTS. THESE SECTIONS PROVIDE ADDITIONAL INFORMATION ON MATERIALS AND SET STANDARDS FOR QUALITY AND INSTALLATION REQUIREMENTS.
6. PROVIDE 3" DOUBLE SHREDDED BARK MULCH FOR ALL PLANTED TREES, SHRUBS AND LANDSCAPE BEDS.
7. ALL BUILDINGS TO RECIEVE 18" STONE MAINTENANCE STRIP ALONG FOUNDATION.

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PATHWAY COURT RESIDENTIAL
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CRYSTAL LAKE, IL

CONCEPTUAL LANDSCAPE PLAN

PRELIMINARY
NOT FOR
CONSTRUCTION

ISSUANCE	DATE

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DRAWN BY:	HLY
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APPROVED BY:	----

SHEET NO:
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22360

i:\three leaf development\22360 - crystal lake residential\060 CAD\030_Production Sheets\400_Landscape\L100 Overall Landscape Plan.dwg

GEWALT HAMILTON ASSOCIATES, INC.
CONSULTING ENGINEERS
625 Forest Edge Drive ▪ Vernon Hills, IL 60061
847.478.9700 ▪ GHA-Engineers.com

Memorandum

To: Ms. Abigail Wilgreen, PE, CFM
City Engineer
City of Crystal Lake

From: Daniel P. Brinkman, P.E., PTOE
David W. Westergreen, EIT

Date: September 24, 2024

Subject: Proposed Residential Development
Pathway Court Apartment Complex
Teckler Boulevard at Pathway Court
Crystal Lake, IL

Per your request, *Gewalt Hamilton Associates, Inc.* (GHA) has prepared the following brief update of the traffic impacts of the proposed residential development. We offer the following comments:

- Gewalt Hamilton Associates, Inc. (GHA) has previously completed a Traffic Impact Study (TIS) for a proposed residential development dated March 6, 2024, which should be used for reference.

- The petitioner has provided an updated / revised site plan to the City for consideration.

- The previous site plan prepared by AG Architecture and dated November 28, 2023, on which the March 6, 2024, TIS was based, proposed 312 apartment units in 15 buildings. *See* ***Exhibit 1.***

- The current overall site plan prepared by AG Architecture dated August 13, 2024, proposes a total of 220 apartment units in 11 buildings. *See* ***Exhibit 2.***

- The following table compares the anticipated Peak Hour traffic volumes of the two plans based on rate information published by the Institute of Transportation Engineers (ITE) in the 11th edition of the manual *Trip Generation*.

Land Use	Units	ITE Code	Weekday Peak Hours						Saturday		
			Morning			Evening			Midday		
			In	Out	Sum	In	Out	Sum	In	Out	Sum
Apartment Complex - Low Rise Housing											
November 2023 Plan	312 Units	220	29	91	120	98	57	155	64	64	128
August 2024 Plan	220 Units	220	22	69	91	72	43	115	45	45	90
Net Decrease in Trips =			7	22	29	26	14	40	19	19	38

- As can be seen, the new development is expected to generate approximately 30 fewer trips in the Morning, and 40 fewer trips in the Evening and Saturday Midday when compared to the previous plan.

- Where the previous plan proposed a main access as a re-aligned east leg of the Teckler Blvd and Pathway Court intersection, the new plan preserves the current extension of Teckler Blvd and access for the development is from both Teckler Blvd and Pathway Court. This is an improvement for overall traffic flow and operations.

- The previous TIS determined that the adjacent roadway system could accommodate the additional traffic generated by the development without any roadway improvements. Given the reduction in anticipated traffic volumes, this remains the case for the current proposal.

5423.955 Plan Update memo.doc

Exhibit 1



SITE SUMMARY

TWO STORY WALK-UP BUILDINGS WITH 20 AND 23 UNITS PER BUILDING

(4) 23 UNIT -BUILDING AREAS

FIRST FLOOR: 13,485 SQFT
SECOND FLOOR: 13,209 SQFT

UNIT MIX	PER BUILDING	TOTAL
ONE BED	14	56
TWO BED	7	28
THREE BED	2	8
TOTAL	23	92

(11) 20 UNIT -BUILDING AREAS

FIRST FLOOR: 12,050 SQFT
SECOND FLOOR: 12,050 SQFT

UNIT MIX	PER BUILDING	TOTAL
ONE BED	11	121
TWO BED	7	77
THREE BED	2	22
TOTAL	20	220

PROJECT TOTAL	312

REQUIRED PARKING

1.5 PER ONE BED UNIT	265.5
2 PER 2 BED UNIT	210
2 PER 3 BED UNIT	60
.25 PER UNIT-GUEST	78
TOTAL	613.5 PARKING SPACES

# OF STALLS PROVIDED	558

PARKING

ENCLOSED	173 STALLS (.55 STALLS/UNIT)
SITE STALLS	385 STALLS
TOTAL	558 STALLS (1.78 STALLS/UNIT)

SITE AREA

24.4 ACRES (1,064,666 SF)
12.77 UNITS/ACRE

IMMANUAL LUTHERAN SITE

Crystal Lake, Illinois

PRELIMINARY DRAFT - NOT FOR CONSTRUCTION

SITE PLAN

Nov 28 2023

A01 ARCHITECTURE

Exhibit 2



SITE SUMMARY

TWO STORY WALK-UP BUILDINGS WITH 20 UNITS PER BUILDING

(11) 20 UNIT -BUILDING AREAS

FIRST FLOOR: 12,050 SQFT
SECOND FLOOR: 12,050 SQFT

UNIT MIX	PER BUILDING	TOTAL
ONE BED	11	121
TWO BED	7	77
THREE BED	2	22
TOTAL	20	220
PROJECT TOTAL		220

REQUIRED PARKING

1.5 PER ONE BED UNIT	181.5
2 PER 2 BED UNIT	154
2 PER 3 BED UNIT	44
.25 PER UNIT-GUEST	55
TOTAL	434.5 PARKING SPACES

OF STALLS PROVIDED 468

PARKING

ENCLOSED	153 STALLS
SITE STALLS	315 STALLS
TOTAL	468 STALLS (2.12 STALLS/UNIT)
CLUBHOUSE	13 STALLS

SITE AREA

23.8 ACRES
9.24 UNITS/ACRE

GREEN SPACE

SITE AREA: 23.8 ACRES
GREENSPACE: 13.4 ACRES (56%)

Pathway Court Development

Crystal Lake, Illinois

PRELIMINARY DRAFT - NOT FOR CONSTRUCTION

SITE PLAN

SCALE 1"=100' AUGUST 13 2024

A01 ARCHITECTURE

APPENDIX A

Frequently Asked Questions

Pathway Court Apartments - Preliminary/Final Planned Unit Development, Rezoning and Comprehensive Land Use Plan Amendment

Three Leaf Partners has requested zoning approvals for a 220-unit apartment development on the vacant land adjacent to Immanuel Lutheran on Pathway Court.

GENERAL INFORMATION

The developer presented a request for 312 units at the April 3, 2024 Planning and Zoning Commission meeting and at the May 7, 2024 and May 21, 2024 City Council meetings.

- The Planning and Zoning Commission made a positive motion to recommend the request, which failed due to the density and some members wanting single family homes at the subject property.
- The City Council shared concerns with the density (multiple members suggested eliminating the buildings on the north side), rental units and safety of the Prairie Trail at the May 7, 2024 meeting. The petitioner reduced the number of units to 272 and at the May 21, 2024 City Council meeting the request was denied.

The developer requested a waiver from the one-year waiting period for resubmittals and was grant the approval at the August 6, 2024 City Council meeting. The density has been reduced to from 13.1 dwelling units per acre to 9.24 dwelling units per acre.

DEVELOPER HOSTED NEIGHBORHOOD MEETING

The developer hosted a neighborhood meeting on August 29, 2024. As a result of the meeting a list of Frequently Asked Questions has been created and answers are provided to the questions below.

NEXT STEPS:

- Planning and Zoning Commission public hearing: October 2, 2024
- City Council meeting for consideration: October 15, 2024

FAQS

Is the development proposal on a fast track for zoning entitlements?

The developer submitted the first development request on January 30, 2024 and the public hearing was held on April 3, 2024. The request then went before the City Council for consideration on May 7, 2024 and May 21, 2024. The second development request was submitted on August 16, 2024. This is a typical timeline for a development request (average timeline is approximately four months).

Are roadways from the north being connected through the development to Pathway Court?

No, the roadways are not shown nor planned to extend Pathway Court to Walkup Avenue or to Sunset Terrace/Hill Drive. Planned Unit Developments are restricted to the approved site plans, so if a roadway is not illustrated then it cannot be built. An additional restrictive easement will be added along the property line to restrict any connection in the future.

Are the baseball fields being removed?

No, the baseball fields are on a different property adjacent to this site and would remain.

Will traffic from this development create a safety concern?

The traffic study was completed for 312 units (the first submittal request) and found that the existing roadway network is more than sufficient to accommodate the new vehicle trips. The project has been reduced to 220 units and a revised traffic study memo was completed. Vehicles from the proposed development will travel on Teckler Boulevard and South Commons Drive.

Main Street has a weekday evening peak of 1,212 vehicles traveling it daily and Route 14 has 2,101 vehicles. The proposed development will add 115 vehicles to the overall roadway network during the weekday evening peak timeframe.

Are there safety concerns near the bike path?

City staff has received permission from the property owner to remove brush adjacent to the bike path at South Commons Drive to provide more visibility for cyclists heading south on the Prairie Trail. Street signs have been added to the roadways to alert drivers of the bike path crossing at South Commons Drive. In addition, City staff is working with the Union Pacific Railroad to acquire their property at and south of this intersection to remove the train tracks. This would allow for future revisions to this intersection that could further improve visibility.

Is this development required to wait for other projects to lease out before it can move forward?

At the City Council meeting for the first request there was a discussion on rental and owner-occupied residential units in Crystal Lake. The discussion included inquiries on lease rates of other recently approved multi-family developments. A developer has the legal right to request zoning entitlements and the City must process the request.

MORE »

APPENDIX B

Open House Comments

Description of Door-to-Door Community Outreach for Three Leaf Partners, Crystal Lake

August 20, 2024

Drafted by Mary Claire Lanser

Lanser Public Affairs is a grassroots public affairs and community outreach organization retained by clients for over nineteen years. The community outreach for Three Leaf Partners (TLP) followed my usual process, which demonstrates respect to everyone and to all opinions.

Details about Door to Door: Using a database of neighbors provided by the City, I introduced myself and identified the site. I described the upcoming applications to amend the land use plan, rezone the site, and approve a Conditional Use Permit is (describing what a PUD is). I affirmed that I am hired to provide information, answer questions, and write down comments on large index cards; one per household. I had as a resource a binder that contains available information about the current proposal. I gave each person I met with an invitation to the August 29 Informational Open House. I urged people to attend, and to share the invitation with anyone else who might be interested. I underlined my name and phone number on the invitation and suggested people call me anytime if they have questions or advice. Several people provided their contact information and requested that I keep in touch with them. I have already followed up with some neighbors. I informed people that I will summarize their comments in a report that will be given to the City of Crystal Lake. At each home where there was no answer, I placed the invitation in a plastic door hanger bag. I also visited businesses in the shopping center to the south, speaking with available managers.

Dates of Door-to-Door Canvassing: Friday, August 16 and Monday, August 19.

Streets Visited: Sunset Terrace, Hill Drive, Walkup Avenue and Catherine Court

Number of Homes Visited: 53 (3 homes are vacant)

Number of Homes Where I Spoke with Someone: 32

Comments from Door-to-Door Conversations in Random Order:

- Aware but not involved. Denies concerns. (several similar comments)
- Opposed to apartments. There is too much development already. Thinks zoning should stay. This will make the area too hectic. Doubts enough people will rent here and wants to know if all other apartment developments are full. Doesn't care what the market indicates. Young professionals who will rent here aren't good with money.
- (Executive with a major construction company) How long will construction take? What is anticipated start date? Construction route? Will Prairie Trail remain open during construction, or will it be blocked? Will there be a canopy over the trail? Will we use noise cancelling plywood along the trail? Development will increase property values of homes in the subdivision and provide an economic boost to the City of Crystal Lake.
- This is thoughtful growth and investment in the community. It is time for this site to be developed. It has been vacant for too long. Hopes elected officials each walk the site and look at the significant distance between existing homes and proposed new buildings. New roads won't connect with the subdivision. Single family properties increase noise when they have yard parties (vs. multi-family). We need increased business and employees to support downtown vibrancy.
- Has been looking to move to a larger single-family home. Rezoning from single family on this site will eliminate future inventory. Doesn't believe that development won't connect to existing subdivision and thinks PUD will be amended to undo the protections currently proposed.
- Issue was density, now doesn't mind the plans. Wants details about new paths connecting to current ones, which might only benefit troublemakers. 9.2 units/acre is appropriate, and this is a good place for multi-family. This is not a site suitable for single-family. Something will happen here, this is fine. The developers are listening and new changes are great.

- Decrease in density is good and makes the proposal acceptable. Only concern now is how people from this subdivision can cross the railroad tracks. Wants to know if access to the development is sufficient.
- "Neutral/not interested" in information or attending the PIM. (several similar comments)
- Plans to come to information meeting. No time to talk now. (several similar comments)
- This doesn't affect people in this subdivision. Decreased density is good but the City has approved higher density. It is a good commitment not to connect Walkup. We need housing in Crystal Lake. Higher end development will keep out Section 8.
- Concerned about potential connection with the subdivision but "something will go here". Prefers multi-family to industrial or commercial. Fully supports the church and likes that they will continue to be invested in the site. Likes decreased density. Trail for HS students will prevent them from walking in private yards. Likes current one-way in and out of subdivision and wants that to remain.
- This family belongs to the church and lives close to the site. Supports everything about the development proposal; good for the church and good for the neighborhood.
- Grew up in Crystal Lake, now 79 years old. There has been so much change. Hunting grounds have disappeared. Development has replaced farms. Missing how things used to be. Something will happen here but would prefer groundhogs be protected. Glad trees will be protected and added to. Worries someone will later connect this subdivision to the new development. These will look like army barracks. Supports church's opportunities to fund ministries. Was baptized by this church.
- Neutral on this issue. There have been so many apartment developments considered/approved/built/leased in this immediate area. Says Three Leaf's break-even point is 93% and doubts this will happen. So it will turn into subsidized housing and "those people" will take over the neighborhood. Doesn't want any HS students on the bike path so hopes ours doesn't connect. County Treasurer is opposed? Would rather have a development that sells units to residents to fund the church's sanctuary of this growing congregation. This will draw the "wrong kind or people, including gangs and taggers". RR tracks are dangerous to cross. And someone is hit by a car daily in front of Jewel. What happened to the idea of a tunnel under the road?

- Doesn't understand why anyone would rather rent than own. Renters aren't invested in the community. Thought church investment in development would cause it to be tax exempt. Thinks the two access points will be clogged. Frustrated with railroad situation. Wonders if more pedestrians would be good or dangerous.
- Homeowner is an arborist who may be interested in helping with the park, especially a pollinator garden. Spoke with parents who live one block away, also interested in helping with a garden for monarch butterflies. City should also make affordable housing available, somewhere if not here. There aren't enough total apartments available in the community. Likes the outreach.
- What is density based upon? Does the area include the park? Intersection is dangerous and doesn't believe the traffic study. Discussed demographics of renters. People on bike paths will ride into the subdivision. What is the distance between the northernmost proposed building and nearest existing home? What holds the developer to maintain the park? There is a high number of rental units within 3 mile radius, causing safety issues. Traffic is already dangerous without 1-2 more cars/hour. Discussed traffic science. TLP should pay for an overpass or underpass. Thinks the waiver was inappropriate. There isn't too much traffic but the intersection is dangerous. Proposal would cause a "strain on resources", namely staff, sewer, and water. Wants what benefits the community and doesn't care about the church. How will this overwhelm train station parking? New residents won't be bothered to walk there, or even to Jewel. Current bike path shouldn't connect at all. Electric bikes should be prohibited on all paths, which people will want to get downtown.
- Needs to be shown that new taxes paid by the development will be enough to support municipal services and schools. Doesn't want Crystal Lake to grown anymore at all and nothing ever developed on this site. But glad Walkup and Sunset aren't shown to connect to the development.
- Doesn't want anything built here, ever. Wants it to stay open green area. School traffic is bad. Doubts developer will honor conditions of approval and it will look like downtown Chicago. Won't come to open house because he doesn't want information.
- Navigates tax systems because she has a business degree. Doubts existing apartments are even nearly full. Employers need employees and

commutes are too long. There is a need for housing. Doesn't understand what Crystal Lake wants to be, should cater to young adults like her.

- Apartment tenants have different goals because they are at a different stage of life, and transient. This is a family-oriented community, but young people aren't interested in relationships or families. They should live somewhere else that is "hipper". This development will cause too many people walking on the sidewalks, perhaps to restaurants and bars. Still, property rights make this application a reasonable request. Opposed to change.
- Wants to be shown that Walkup won't be put through. HS students sometimes drive through the subdivision but traffic isn't otherwise a problem.
- Up to date on proposal. Developer has made some requested changes. Property owners have rights to develop and decreased density makes this more appealing. Wants a pollinator garden included in the park. What happens if the development is sold? Likes the current plan. Wants more park details. Requests any play equipment be on the southern part of the park, away from neighbors. Will examine traffic details.
- Glad Walkup won't connect. Thinks proposed rents are high for the area. Will the park be open to the public?
- Wants only single-family homes on the site or nothing else, ever. Knows nothing else has been proposed for this site in 20 years "who cares, it can wait another 20 years".
- Original traffic concerns are resolved by not connecting the development to the existing subdivision. But Crystal Lake doesn't have enough police, firefighters, or water. Worried about occupancy.

Conversations with Store Managers of the Shopping Center Anchored by Jewel Osco/Hobby Lobby/Burlington on August 19

I spoke with highest level manager on site at each of eight stores. All believe renters of a new high end apartment development will be positive for their stores and the shopping center overall. It will cause ongoing/increased investment in their interiors. Access from the shopping center "won't be overburdened". "Two hundred and twenty new customers for this store and other businesses would be good for us and for Crystal Lake." Going from tax exempt to fully taxed is needed by the City. Most store managers were unaware of the proposal and found it positive/exciting; "I love this". It is notable that there are at least seven vacant storefronts, plus the temporary use by the Spirit Store.

The petitioner held an open house. Below are the sign in sheets and responses and questions received from that outreach.

Sign in Sheet

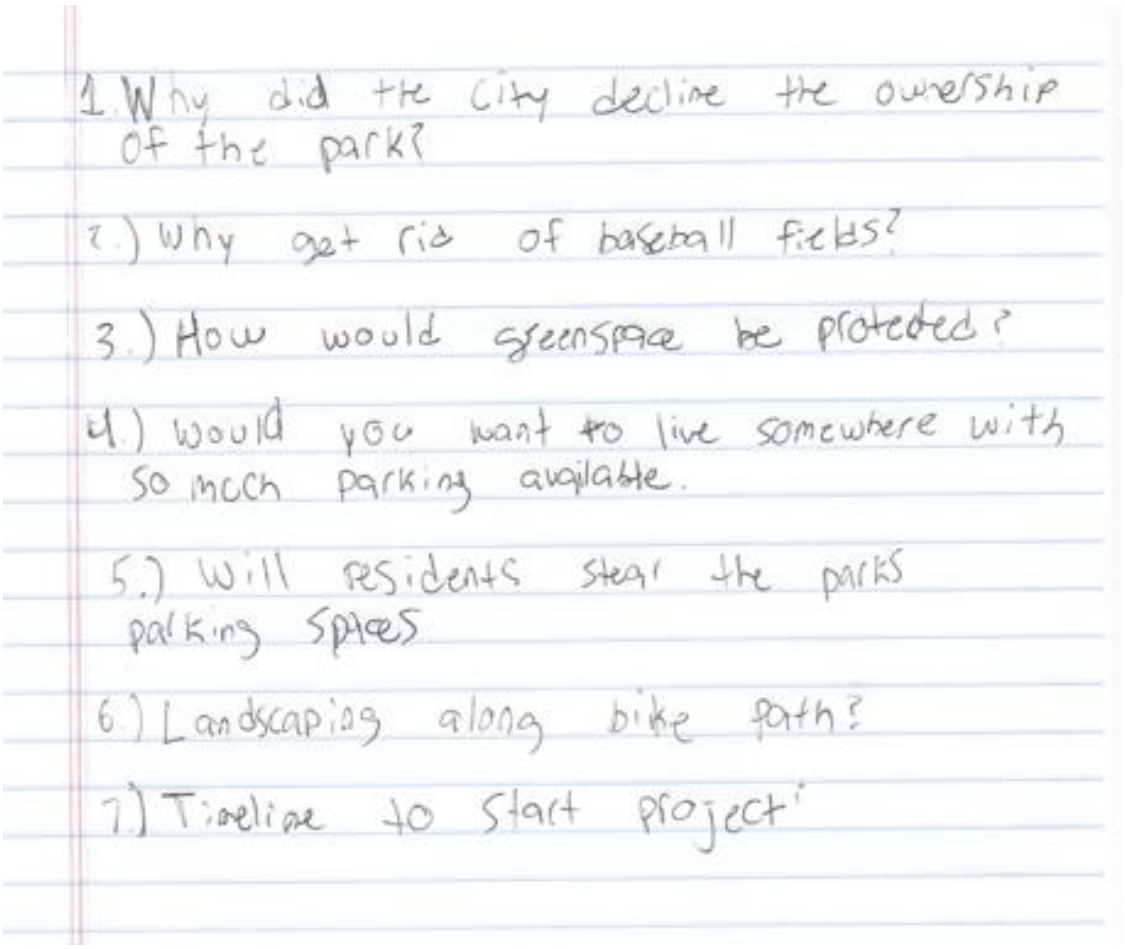
Thursday, August 29, 5:00 – 6:30 PM

Special Informational Open House

Three Leaf Partners, Crystal Lake

Name	Address	
• Eric & Susan Parker	95 S Walkup Ave	60014
Rick & Adrienne Burman	55 Hill Dr.	60014
Barbara & Steve Verseman	27 Hill Dr.	60014
• Larry Joswiak	41 Esther St	60014
• Bob & Sally Weller	15 E. Paddock St.	60014
William Taylor	10 Hill Dr	60014
Bob Vetpe	223 S. Walkup	60014
Nathan Winder	51 S. Walkup Ave	60014
Donna Parente	34 Catherine Ct	60014
Bruce Mazurkiewicz	217 Sunset	
Brad Mazurkiewicz	217 Sunset	

Name	Address
Mary Adams	219 Arnold Jett Ct
Regan Shepley	88 S. Walkup Ave.
• Marcia Cormier	94 S. Walkup Ave.
• Dick Thorn	84 S Walkup Ave
Donna Kurtz	75 S. Walkup Ave
Beverly Hawman	40 Catherine CT
• Paul Markun	
Gregg Warfel	33 Catherine Ct.
Josh First	49 Hill Dr.


1 Why did the City decline the ownership of the park?

2.) Why get rid of baseball fields?

3.) How would greenspace be protected?

4.) Would you want to live somewhere with so much parking available.

5.) Will residents steal the parks parking spaces

6.) Landscaping along bike path?

7.) Timeline to start project

Question received at the open house:
What has changed with regards to waiting and seeing how the other development play out before going ahead with this project. That was one of the reasons this was voted against back in May. I am also concerned about the traffic and added safety issues by the bike path.

Questions received after the open house:
3 Leaf Developers held a meeting with neighbors at City Hall regarding the Immanuel property development. During that meeting we were told we could post questions on the website. I'm not quite sure where to do that. Can you get my questions to the Council?

Question 1: One of the neighbors (Donna Kurtz) spoke addressing the other neighbors in effect trying to rile them up stating that "this project is being fast tracked and rushed through the system". My question to the Council is this... **Is Immanuel fast tracking this project, or in fact have they actually followed the City's process?** This same neighbor said the process needs to be slowed down so the project can be done "right". I'm concerned that what this neighbor views as "right" will be no development at all and all of these neighbors won't stop until they get their way. It's not their land. They're like a dog with a bone that just won't let go, even if many of their requests (as well as the City's) have been met.

Question 2: **Why is the Council allowing 10 or so neighbors to dictate their vote when the Developer has been cooperative and followed the City's process to the "T"?**

Question 3: **Are the Council Members aware that these very few 10 or so neighbors opposing this development have requested many concessions from the developer and received most all of these concessions and then some. Even concessions they wanted that they now don't want: ie a park (first they wanted one, now they don't want one, because there is parking available for the park, and they don't like that).** It seems to me that no matter what is conceded and given to the neighbors, they're unhappy. The City told the developer who to use for the Traffic Study and the analysis regarding the need for apartments, but these neighbors question the results, just because it isn't what they want. **Doesn't that make Council Members and City Staff feel like the neighbors don't have any faith in them and their recommendations?**

Question 4: **Will any Council members (one at a time) join me for a walk on the property?**

I'm quite shocked at how the Mayor and City Council are responding to such a small group of neighbors. This project is good for the City and community, good for the Church and I put my faith in the Council and staff and experts that say the traffic will not impact the community, and that the City needs additional apartments. I feel like my voice isn't being heard nearly as much as the opposition, which is very disheartening.

We Appreciate Your Input

Thank you for attending the August 29 Special Informational Open House to learn about the proposed multi-family development by Three Leaf Partners in Crystal Lake.

We greatly value your comments and questions.

1. Was your visit helpful in understanding the current proposal?
   Yes 15 No 0

2. Are there things that you like about the current proposal?
   If yes, which things and why?
   - Like the high end design & extensive natural area between new property & existing subdivision. Developer seems responsive to neighbors.
   - Development looks good. Nice layout.
   - All of it. We are neighbors (who are) fans and boosters of the project.
   - It's well presented. It looks nice.
   - Removed sidewalks to community to the north.
   - Developer has gone above and beyond to educate people, and respectful of how difficult change is.
   - Nicely done – Quality looking. Smaller # of buildings.
   - I like the Added Green Space to the North End of the property providing a Buffer.
   - It's less dense.
   - I appreciate this evening's information and willingness to hear neighbor's concerns. Reduced density. The look of the buildings. Increased green space buffer.
   - Yes – it's a beautiful, well done development. Thrilled to finally have something done with this property that until only hosted homeless people.
   - Less dense. Glad they won't connect w/ the neighborhood.
   - Open-ness. Your willingness to answer questions has changed my concerns to support.

3. Are there things about which you have questions or concerns? If yes, which things and why?
    - No! I trust the traffic study the City requested as they are the professionals.
    - Young drinking age people traversing the bicycle path. Vehicle traffic.
    - Why is this being rushed through?
    - Why do the haters bring up so many questions (or express opinions) that are not germane to the project? The question of neighbors being rushed; NOT a developer issue.
    - Why would neighbors want "public park" instead if they are worried about connection to the subdivision?
    - The Traffic, Especially the Entrance by the side of Jewel (By the Bike Path) which is Already Somewhat Dangerous.
    - Residents want 3-Leaf to answer city questions. This is unfair.
    - It's unnecessary for Crystal Lake. It's going to change Crystal Lake too much. We already have Enclave and Waters Edge on the way. I thought we were going to see how those do first. I would say my main concern would be citizens of these apartments walking through my yard, possible crime, break-ins, etc. Also, most CL citizens like the small town vibe of CL. This is going to make it more like Schaumberg.
    - Traffic, property taxes, impact on schools, alternatives.
    - Some people won't listen to information and want to oppose based on their misinformation. They tried to hijack the meeting. Very mean and unhelpful for those who genuinely wanted to hear.
    - Main St and Commons Dr is already a very dangerous intersection. This development will make it more so. I don't believe the traffic study is a reflection of what it will actually look like. Also – still too dense. This project is being pushed too fast. I still think we need to see how all of the other hundreds of units being built around town will work out. All of the rentals are changing the feel of C.L.
    - Would rather have what land is zoned for. Traffic, traffic & change in future imminent.
    - How difficult would it be to install a signal on the bike path as it connects to Commerce, Main so cyclists know when it is safe to cross?

- Still too much density (people and cars). The traffic study seems flawed. The danger of exit out/entrance in with railroad tracks, bike path, and delivery semis. The whole process continues to feel rushed. It's only been a month or so since this was denied!

4. Would you like a follow up call from a representative of the proposal?
   Yes 0 No

If yes, please print the following:

Name: _____

Phone: _____

Best time to reach you: _____

APPENDIX C

Neighbor Email

From: Barbara >
Sent: Monday, September 9, 2024 12:58 PM
Subject: Re: Immanuel Lutheran Church - Development

Hi Elizabeth!

3 Leaf Developers held a meeting with neighbors at City Hall regarding the Immanuel property development. During that meeting we were told we could post questions on the website. I'm not quite sure where to do that. Can you get my questions to the Council?

Question 1: One of the neighbors (Donna Kurtz) spoke addressing the other neighbors in effect trying to rile them up stating that "this project is being fast tracked and rushed through the system". My question to the Council is this... **Is Immanuel fast tracking this project, or in fact have they actually followed the City's process?** This same neighbor said the process needs to be slowed down so the project can be done "right". I'm concerned that what this neighbor views as "right" will be no development at all and all of these neighbors won't stop until they get their way. It's not their land. They're like a dog with a bone that just won't let go, even if many of their requests (as well as the City's) have been met.

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Question 3: **Are the Council Members aware that these very few 10 or so neighbors opposing this development have requested many concessions from the developer and received most all of these concessions and then some. Even concessions they wanted that they now don't want: ie a park (first they wanted one, now they don't want one, because there is parking available for the park, and they don't like that).** It seems to me that no matter what is conceded and given to the neighbors, they're unhappy. The City told the developer who to use for the Traffic Study and the analysis regarding the need for apartments, but these neighbors question the results, just because it isn't what they want. **Doesn't that make Council Members and City Staff feel like the neighbors don't have any faith in them and their recommendations?**

Question 4: **Will any Council members (one at a time) join me for a walk on the property?**
I'm quite shocked at how the Mayor and City Council are responding to such a small group of neighbors. This project is good for the City and community, good for the Church and I put my faith in the Council and staff and experts that say the traffic will not impact the community, and that the City needs additional apartments. I feel like my voice isn't being heard nearly as much as the opposition, which is very disheartening.

Thanks,

Barbara Verseman
27 Hill Drive

APPENDIX D

Neighborhood Concerns and Questions and Answers

Kathryn Cowlin AICP

From: Bruce Mazurkiewicz [redacted]
Sent: Wednesday, October 30, 2024 9:26 PM
To: Kathryn Cowlin AICP
Subject: City Council Packet November 5th city council meeting.
Attachments: TheaterCL.pdf

Stop - Look - Think - Decide: This email originated from outside of the City. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Mayor Haig Haleblian
Council Member(s)
Ellen Brady
Brett Hopkins
Cameron Hubbard
Mandy Montford
Ian Philpot
Denise Smith

Concerned residents visited the Theater Terrace Apartments in Kenosha, Wisconsin, on three different occasions over a three-week period to examine the quality that this developer can offer. We wanted to make sure that we were being as objective as possible, so the pictures submitted were taken to collect our findings, and to see if any improvements were made over time.

At previous Crystal Lake meetings, other Three Leaf projects were brought up as examples of this developer's efforts: the Wisconsin developments in Milwaukee, West Alis, Harland, and Sauk Village, were mentioned. But Theater Terrace never was, even though Theater Terrace Apartments are the closest development to our community. Theater Terrace was open for leasing for six months when we started our visits, so it should be a shining example of how Three Leaf Partners manages their developments, right?

After several visits it was clear- the landscaping at Theater Terrace is less then desirable. In fact, the lack of landscaping indicates that funds ran out or very few dollars were allocated towards landscaping.

I understand that the argument in support of this developer's quality would claim that the Crystal Lake has community development staff to keep such complexes in check from deteriorating. But landscaping has to appear pretty unsightly before it actually violates any city ordinances can fix an issue. And if Theater Terrace's management can allow invasive species to take over the spaces allotted for landscaping, who's to say similar problems won't creep up in this new development in town quickly?

You will note in our slides we found dirty windows, webs and dirt / debris around lights, poor construction work, dented materials, and an extreme lack of daily maintenance issues that a keen property manager would be working to maintain. Bird nests, poor concrete finishes, power wash stains on concrete sidewalls, etc. don't give an image that this developer manages their properties poorly from the very start. If anything, the pictures taken at Theater Terrace raise concerning questions about the quality this developer claims to offer.

After our first visit on September 19, 2024, I sent Jordan Michalkiewicz of Three Leaf an email and inquired, "Just to clarify, Lake Terrace and Theater [Terrace] share the same people that manage the properties, rentals,

property upkeep etc. is this correct?" Jordan's reply was, "Correct. The same group manages both properties, including leasing, maintenance, and management." Can we really trust this developer to maintain the high-quality finishes and landscaping of their projects if they're not maintaining curb-appeal of their other developments that they manage?

Originally, I was opposed to new developments like Enclave coming to town, but just recently I walked the footprint of that development and changed my mind. Between the two developers there is no comparison, and I don't see evidence that Three Leaf is a good fit for our community based on the project they chose to exclude from previous city presentations.

It is obvious that considerable funds were budgeted for landscaping at Enclave. It looks developed like it has been a part of the community with its manicured flower boxes and art-installations. These finishing touches are just not seen in the footprint of Three Leaf Partners Pathway Court Project, and I ask you look over the photos submitted to question if this developer is trying to promise us the images offered from their rendered photos, or will we'll get a project with flaws like Theater Terrace?

We have spent a lot of time over the last seven months to ensure that we have given you the city council as much information as you may need to cast the appropriate vote on Tuesday, November 5th, but we ask you to focus on the entire project Three Leafs Partners is offering our community, not just the shiny rendered images. Can this developer promise the quality as their rendered images show, or will they offer us a reality similar to their Theater Terrace project? Perhaps the developer can take time to answer this question for all of us in the community?

Other pictures are available upon request.

Sincerely yours,

Bruce Mazurkiewicz
217 Sunset Terrace
Crystal Lake 847-845-8055

What are Three Leaf Developers trying to sell Crystal Lake?

Their website sounds promising…

“[They] work with [their] partners to make sure that their mission and vision are reflected in each project – by matching it with our team’s passion, entrepreneurial spirit, and determination…”

“[Their] team is made up of seasoned experts in real estate and finance, so each client knows their needs are heard and no detail is left unturned…”

“[They] create vibrant communities. This is done by engaging and connecting professional athletes, business executives and community leaders who desire building forward-thinking, sustainable structures which create positive community impact, long-term financial stability, and amazing outcomes for all involved…”

Three Leaf's website describes their core values in detail

Authentic- We have a humble confidence, it's visible across our organization. We strive to always be transparent and act with integrity.

Collaborative- We take a team-based and focused approach to reimagining the creation of sustained real estate. We collaborate internally at Three Leaf Partners as a team and work closely together with our external partners — whether municipalities, investors, or like-minded developers — to achieve the best results for the communities and people we serve.

Entrepreneurial- Our team thinks like partners and takes personal ownership for executing our projects. We astutely manage risks and practice continuous learning.

Intuitive- We have a keen imagination, guided by creativity and the common goal of achieving for our partners, investors, and employees to create enduring positive generational change in the communities we serve. In our core we know what's right and wrong—and we're uncompromising in our values

Determined- We are determined to meet our clients' needs and to deliver outcomes for them on time and that fits their budget. We are self-starters who take pride in the work we do.

Mission Driven- We understand our clients' missions and deliver solutions that reflect their purpose and passion. Our team is consistently focused on impacting the communities we and our clients serve.

Crystal Lake residents made three visits to Theatre Terrace Apartments located in Kenosha, Wisconsin, to see the type of quality building this developer maintains after construction. **Theater Terrace is one of Three Leaf Partner's most recent builds (January 2024)** so we expected to see a fair representation of what this developer is capable of producing. And since Three Leaf still manages the building, we expected to see **an example of their work** maintained based on their core values.

Why did we visit three separate times? **We wanted to be objective in our findings.** It's easy to point out dirt and debris from a single visit, so three visits offered consistency to our findings. **Over this three week period we never saw improvement to the properties managed by Three Leaf Developers** or any attempt to improve the the items that caught our attention during previous visits. Crystal Lake Residents captured the following photos to document our findings for you.

When you review the Mission statement of Three Leaf Partners it states, "To make a lasting impact on the communities and people we serve."

We walked this property and recognize the positive impact that this development has on the community they serve because it's a new building in a revitalized portion of the community. **Three Leaf Partners insists that all materials used are of the highest quality**. If you review our photos or visit the site in person, can you say that Three Leaf's lives up to the core values listed on their website?

Appearance vs. Reality



Renderings of both developments show nice plants and flowering bushes. **But pictures don't show the reality of what poorly managed properties look like.**

Many of the landscaped plants are dying or are dead from summer-drought, and invasive species are growing in place of dead landscaping

As you look through these photos, ask yourself do the real photos look like the renderings originally shown to Kenosha's city council?



Renderings don’t show the reality behind Three Leaf’s mission statement “to create vibrant communities,” and the following slides highlight the concerns of CL residents over this developer’s efforts based on how Theater Terrace is constructed and how the property is currently managed and maintained.





Concern #1 Poor Landscaping isn't Luxurious

We found daylily landscaping a bit basic and arborvitaes turning brown from lack of proper care.

This development has irrigation systems, so why would any landscaping be dying after six months of care?

In many cases, invasive species are thriving where original landscaping died.

Will Three Leaf Partners allow their CL management team to let Pathway Court look like this? Is this what they mean when they bring "vision to life" in their mission statement?



Theater Terrace has visible neglect after 6 months of operation





Is this what Pathway Court's landscaping will look like?



Would you consider these landscaping images comparable to the ones seen on developer renderings?



Rushed landscaping won’t last…



Arborvitaes can be used to hide meters, and in five years it may cover the meters unless they die first.

These arborvitaes show signs of stress with visible yellowing and browning. What might they look like in six more months?

Rushed landscaping doesn’t look luxurious…





Invasive species in landscaped areas

This is an invasive species growing up the side of Theater Terrace's brickwork is called Riverbank Grape. It will kill shrubs, choke out established landscaping, and damage brick mortar if allowed to grow unchecked.

Will Pathway Court's development be treated any differently? Remember, Theater Terrace is still managed by a Three Leaf Partners management company. That is a concern of CL residents after our site visits show poorly kept landscaping.





Are these “the best results for the communities and people [they] serve”?

The weeds along main entrance are another invasive species called Virginia Creeper. The Theater Terrace complex has been leasing for six months and landscaped plants are dead with invasive species already taking root. Why isn’t the management team addressing these cosmetic problems? Is this what luxury apartment living is all about?



What would our Mayor think of Pathway Court if Three Leaf’s management team maintained their proposed development in CL like this after only six months?

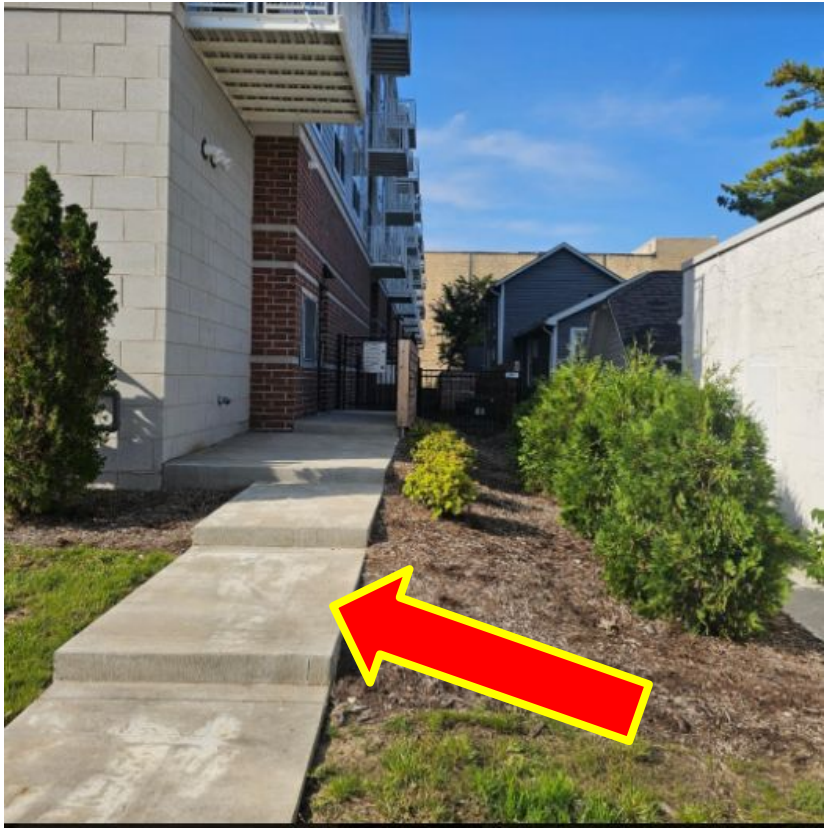








Concern #2 Rushed building practices



Keeping a construction project on-time and on budget is important for any developer.

Do you notice stains on the concrete in the following pictures? All the sidewalks at Theater Terrace were poured by a rushed contractor before a rainstorm. They covered freshly poured concrete with plastic tarps as the concrete cured before a rainstorm. This left permanent stains that can't be removed.

You don't think Three Leaf Developers would rush construction of Pathway Court, do you? They wouldn't continue to rush this new development in our town like they did with Theater Terrace, would they? Are these the sort of "uncompromising values" Crystal Lake can expect from this developer?

Building managers maintain outside appearances, right?



This outside entrance is six months old but it doesn't really look like it's "creating a positive community impact," with dying landscaping and dirty front facades.

The concrete damage during installation is visible in this picture, too, and shows how the developer doesn't follow the mission statement they proudly display on their website.

Notice the concrete stains exist on all concrete surfaces





Concrete Stains (continued)

C





Is this the “generational impact” we want for Crystal Lake?



An out-of-state Developer who only wants to make money isn’t going to have Crystal Lake’s best interests at heart.

Crystal Lake residents don’t want a rushed developer coming to our community. Especially if the developer’s management team doesn’t keep the outside of the building in good shape with the developer’s “uncompromising values”.

Rushed construction creates unforeseen damage



This window trim is called a brick ledge or simply a ledger. Do you see how it's not installed correctly?

This can have a professional finished look by covering it with a piece of colour coded flashing. This is unsightly and is apparent all over the building. Poor workmanship is not something that Crystal Lake residents expect from new developments.

Poorly installed structures will create unforeseen damage long term. Why didn't Three Leaf notice these issues through inspection and fix them?

Facades installed poorly

Notice the facade's reflection on the top column next to the Theater Terrace sign is dented. Each column is in the same condition which is seen in other pictures to follow. Why would any damage not be repaired for this focal point of this building?

Is this the sort of "sustainable structures" that will leave a "positive community impact" that Crystal Lake can expect? Residents expect more from a developer who claims to use "quality materials"



A developer’s rendering never shows the real flaws left behind…

These facades were damaged during installation, and if you look at the reflections in this image. We found this sort of damage over large portions of the building’s entire perimeter.

If Three Leaf’s settles for this sort of effort on their most recent project in Wisconsin, what makes you think they’ll do any better in Crystal Lake? Does this effort appear like an “amazing outcome” to you?



More dented and defective material used in construction

If Three Leaf's mission statement is to make "a lasting impact… on the people they serve," what does it say about their core values when the developer isn't able to offer a product for another community they serve without noticeable defects?



Is Crystal Lake okay with rushed developments?



This developer claims to be Mission-Driven, but their Theater Terrace Apartments don't give the appearance of an outcome that "***far exceed[s] the physical structures***"

Does it appear like this developer offers the best results for the communities they serve?

These issues exist before the building is fully occupied!

Notice the lines on the pavement are painted non-reflective white. White is the least expensive color to use for striping, and in short order will disappear from weather and snow plowing. Renderings show these lines should be yellow. Why choose a less-safe color for this development's parking lot?

Can you imagine how difficult these lines will be during the winter? Residents will struggle to park within these lines during a snowy winter which makes this choice less safe compared to the yellow paint used in rendered images.



Concern #3 Poor Engineering/Design



Three Leaf developers promises to be “thoughtful and driven” with the designs of their projects.

During rain storms, etc. this inexpensive gutter system diverts water from the roofline. Water simply pours out of this channel, allowing water to splash up on the brickwork below.

Can you imagine the icicles these will create in the winter? What sort of impact will these designs have on the development’s safety?

Is this a “thoughtful and driven” design for water drainage?

This is what the water splash does to the brick wall below the roofline gutter channel.

This method of water drainage is next to the apartment parking lot. Do you suppose the water will create hazards in the winter for pedestrians once it freezes?

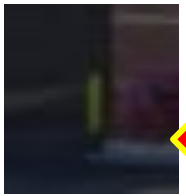


Concern #4 Poor designs don’t add to curb-appeal

This utility box is unsightly without any shrubs or fencing to camouflage it. The barrier poles should be painted yellow for safety and visibility, according to the renderings. After six months of operation, why hasn’t this oversight been fixed from a safety perspective, alone?

How are such sights considered a “win-win for all those involved in the neighborhood?” Crystal Lake residents do not feel this developer understands the level of quality our city expects from outside developers.

The next slide shows these yellow barriers in rendered form







There are daylilies surrounding this box for landscaping. They will not get any taller to cover or camouflage the box.

Concrete pillars should be painted yellow, per renderings, for safety and visibility. Once again, this development has been leasing for six months. Why aren't these details improved for resident safety?

(As you can see, the renderings show yellow safety barriers.)



Do you consider this a finished detail on new construction?



This is an unsightly garage door lintel. Do you consider this a quality finished product like a rendered image might show.

If you were spending money to live in a luxury apartment would you expect the finishes to look like this?

Three Leaf Partners wants to build Pathway Court, and they want City Council to approve their designs. Look at the finishing touches at Theater Terrace. This is not the “lasting impact” community members want for new construction in our town.

The developer says in their core they know what’s right and wrong— so is this garage door’s finish the right look we want in Crystal Lake?

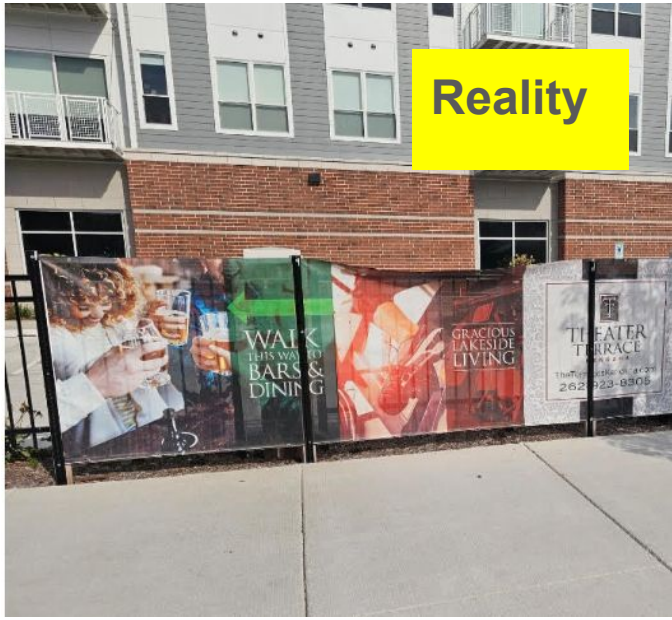




Concern #5 Construction doesn’t match renderings

Why doesn’t the development look like the submitted renderings for the project?





Plants and shrubbery next to the parking garage are dying after six months on the property. Compare the landscaping on the left to the rendering of what this area should look like on the right.





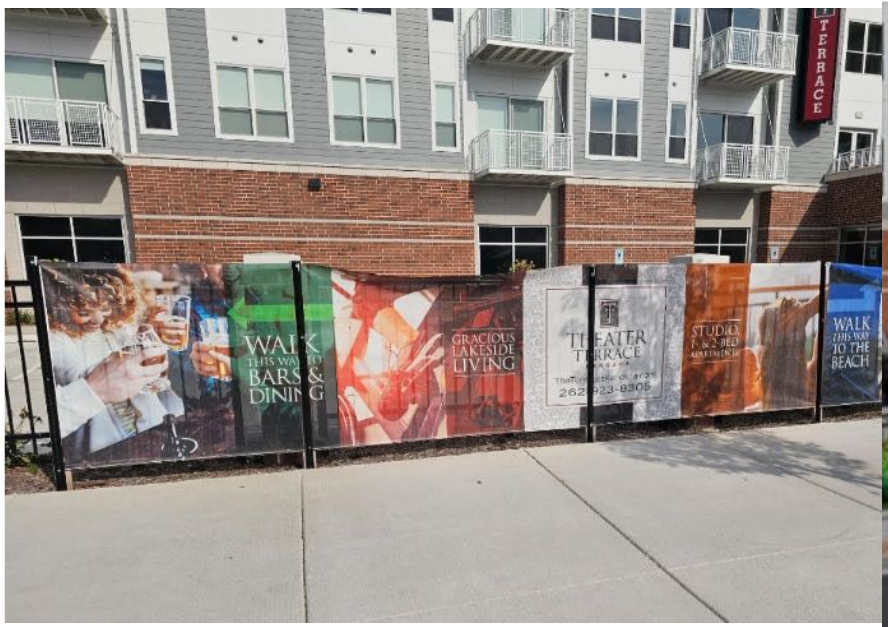
Crystal Lake residents worry the developer won't put the effort to match the renderings they submitted to the city, especially if they get behind the construction timeline or go over-budget. Theater Terrace shows signs of rushed construction and poor management already, and that's the concern CL residents submit to the city council through this presentation.

Is this how the developer delivers outcomes on time to fit their customer's budget?



The developer promises Crystal Lake a luxury experience with their development renderings for our town. Is it possible their pictures look better than the product they produce?







If you compare these pictures the developer cut corners to make developments work. Will they do the same in Crystal Lake when time or money gets tight during the construction phase of Pathway Court?

Concern #6 Poor drainage/smells at the dog park

The designed dog run is the entire length of the East side of the building. It's not the most desirable location for people living directly above the run. The shaded mulch was wet and damp from a lack of sunlight, and there already is a distinct urine odor noticeable during each site visit CL residents took.

This is being brought to light because it shows that some details in the developer's plans are left unturned, and their management team is not keeping the site clean and sanitary for resident safely.



With luxury rentals at Theater Terrace, how do residents like the urine smells that rise from damp ground at this Eastern side of the building?

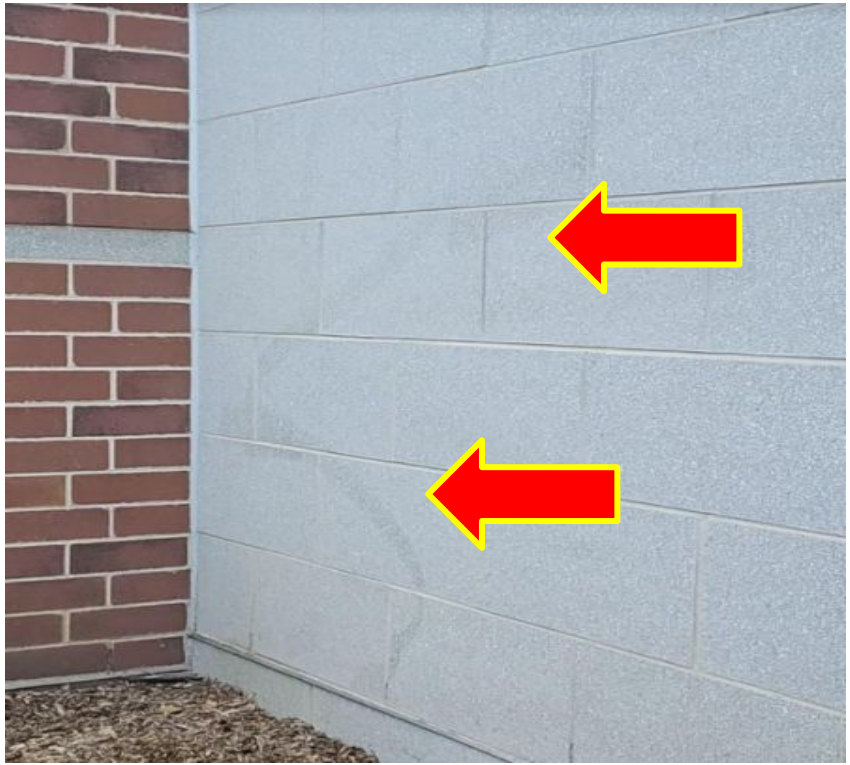
Are the sounds of dog barking buffered enough so residents are not bothered by this feature?



Power washing damage on the outside building facade

The shaded exterior building walls of the dog park are damaged from excessive power washing to remove mildew stains after six months of use.





Concern #7 Unkempt facilities

Around every door and window CL residents found this new development to be dirty and in poor shape for being open for six months.

Property managers have a responsibility to ensure that staff employees clean these areas on a daily basis if necessary to maintain a luxury appearance.

Based on these images is Three Leaf's building managers doing their job to maintain the curb appeal of their facility?



Chunks of concrete facade are missing in 6 months time!



Theater Terrace has only been open for six months

Why has this damage not been repaired? It sits right outside the main entrance of the building, and is a noticeable flaw from the outside entrance.

Perhaps this is "the forward-thinking, sustainable structures" that Three Leaf's believes is an "amazing outcome"?

To Crystal Lake residents, this sort of damage shouldn't be left visible on a building after six months of habitation.

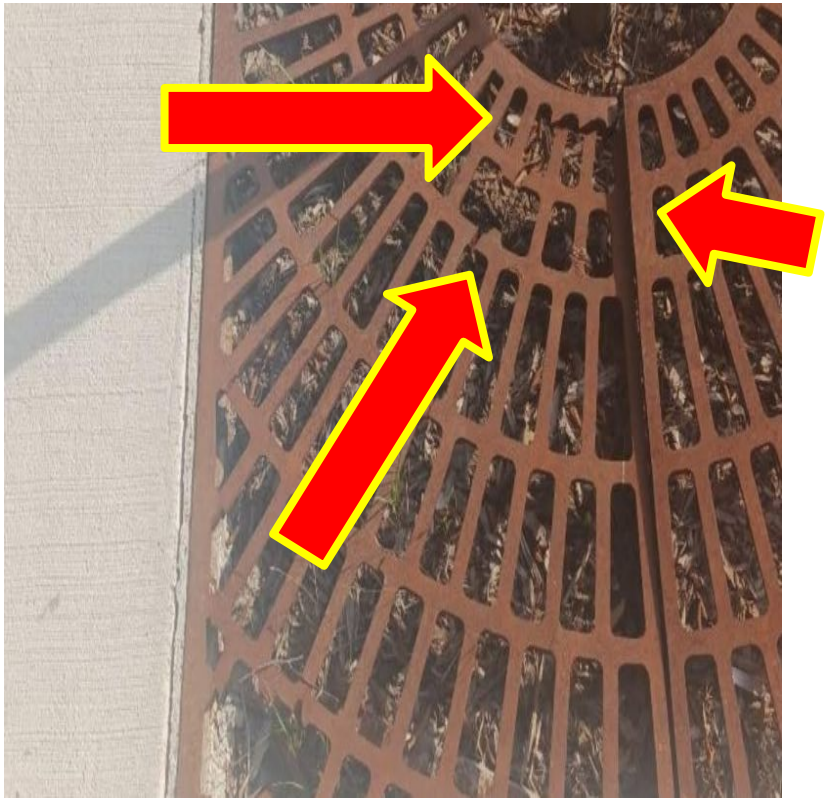
Will Three Leafs allow Pathway Court to look like this too?

If this is the quality of construction being offered though Three Leafs?

Will Crystal Lake experience similar problems with a Pathway Court development managed by this developer?



Broken decorative tree grates shows a lack of repair



This tree grate is right outside the main entrance to Theater Terrace is cracked and broken. It's another concern to CL residents to see so many items are in poor repair after six months of this development open to residents.

If Three Leafs strives to create enduring positive change in the communities served, how does leaving their developments in disrepair a positive benefit? Would you want to live in a development with such damage?

A recap of our visit of Theater Terrace after six months of use:

Concern #1
Landscaping isn't Luxurious

Concern #2
Rushed building practices

Concern #3
Poor Engineering/Designs

Concern #4
Poor designs don't add curb-appeal

Concern #5
Construction doesn't match renderings

Concern #6
Poor drainage/smells at the dog park

Concern #7
Unkempt facilities

Ask yourself, if Three Leaf Developer's core values leads everything they do, and their developments look this poor after six months of operation, what makes you think they'll do any better in Crystal Lake with their proposed Pathway Court project?

REZONING & PUD PROCESS

1. What are the dates of the public meetings or hearings on the proposed Pathway Court project development?
   Oct 2 for Planning and Zoning and November 5 for City Council.
   Has the City granted the developer's any variations or exceptions from the City's Planned Unit Development process work?
   No
2. What were the Planning and Zoning Commission's findings on the development to date? Please provide the dates of the public meetings at which the findings were provided and link to the minutes and meeting packet with the staff findings.
   April 3 Planning and Zoning Commission meeting link:
   https://www.crystallake.org/Home/Components/Calendar/Event/9080/19?curm=4&cury=2024
3. When was the Pre-application meeting? Please provide a link to the resulting staff report.
   Staff does not write reports for in person meetings.
4. When was the PUD application submitted? Please provide a link to the PUD Application.
   January 29, 2024 and the application is available in PZC packet:
   https://www.crystallake.org/Home/Components/Calendar/Event/9080/19?curm=4&cury=2024
5. When was the first Public hearing before the Planning and Zoning Commission? Please provide a link to the meeting packet staff report.
   April 3:
   https://www.crystallake.org/Home/Components/Calendar/Event/9080/19?curm=4&cury=2024
6. What were the fact-findings made by the Planning and Zoning Commission during each hearing before it on this development? Please provide a link to the published findings.
   Link to minutes: https://ecode360.com/CR2206/document/753056496.pdf
7. Did the Planning and Zoning Commission provide findings or suggestions at the public meeting(s) regarding land use compatibility, environmental impact, or community benefit?
   https://ecode360.com/CR2206/document/753056496.pdf
   https://www.crystallake.org/Home/Components/Calendar/Event/9080/19?curm=4&cury=2024
8. How does the City Council ensure that a planned unit development aligns with the City's zoning and land use regulations?
   The Council will review the project.
9. What is the difference between the development's status with a preliminary PUD permit and a final PUD permit?
   The request is for preliminary and final as the engineering is complete and the architecture exceeds the UDO standards. It is the petitioner's discretion on whether to seek a separate Preliminary PUD and Final PUD.
10. Does a final PUD plan include all details on engineering drawings, site plans, landscaping plans, and traffic plans?
    Yes

11. Does the final PUD plan and permit include the exact layout of streets, lots, and buffer space?
    The final PUD shows the layouts, there are no permit plans submitted.
12. Does the final PUD plan and permit include the conditions for maintaining the streets, buffer/open space, and sidewalks?
    Existing sidewalks and streets are City property. The proposed driveways and drive aisles are the petitioners. City Code requires property owners to maintain their property. Permit plans have not been submitted which is typical as the project is not through the PZC and City Council process to date.
13. Does the final PUD plan and permit include street signage, traffic control and speed limits for the proposed connecting roads for ingress and egress to the development?
    The connecting roads are drive aisles and not City streets.
14. If the traffic plan implemented in a PUD proves to be inadequate after construction of the development, what is the process for changing the final PUD plan and permit and associated final plat?
    An amendment to the PUD, which includes a public hearing, would be the proper avenue to request a change to an approved site plan.
15. Can buffer space on a final PUD and plat be changed after the development is approved to add a road connection? If so, what is the process?
    A new PUD would need to go through the same approval process which includes a public hearing.

ZONING AMENDMENT/COMP PLAN AMENDMENT PROCESS/REQUIREMENTS

1. How does the 220 proposed Pathway Court high-density rentals support or serve our mission to enhance and preserve the history, natural resources, and unique cultural traditions of the community?
   See staff presentation
2. How does the proposed Pathway Court development fall in line with the current zoning characterized by a balance between the landscape and built environment with on-site landscaping and tree-lined streets that shelter the building's open space and low impervious surface ratios characterize the built environment?
   See staff presentation
3. How does the proposed Pathway Court development fall in line with the current zoning uses planned for residential neighborhoods, with a range of housing types to meet all residential needs?
   See staff presentation

DENSITY

1. Has the City researched and compared how our apartment density compares to similar neighboring suburbs? Is CL already carrying a disproportionate number of apartments compared to other surrounding nearby towns?

This is unduly burdensome as it would require other municipalities to review their records to find all apartment units in their City and provide percentage calculations to us.

2. Why is the City so focused on building higher density in the City through apartments when it seems we need a larger focus to bring businesses to the City?
   The petitioner has presented their market study that shows there is a demand for additional multi-family residential in the area. The subject property is not zoned for commercial so business uses would not be permitted at the subject property.

   Overall, the City's commercial area has a 5% vacancy rate in 2024 which is down from 7% in 2023.
3. What are the existing (and planned) multi-density apartment numbers within a three-mile radius of the proposed Pathway Court Project in our City?
   See the staff presentation

BUFFER ZONE

1. What are the City's requirements for the developer's responsibility with oversite and maintenance of the proposed green-space buffer area?
   The City Code requires property owners to maintain their property.
2. If the proposed Pathway Court development PUD must provide for transition areas at the edges of the development that provide appropriate buffering, why aren't more buffering zones being put in place at the southern and eastern borders of the development?
   The multi-family residential is not required by the UDO to provide a buffer next to commercial uses.

TRAFFIC STUDY/CONCERNS

1. What are the proposed traffic safety features to protect users of the bike path crossing at the entrance of the Jewel if the development is constructed with an access road connecting to that commercial development for egress/ingress via Main Street?
   See the staff presentation
2. Has the City independently assessed visibility and traffic volume impacts by the proposed developments at the Teckler Avenue / Route 14 and Main Street/ connections?
   The City's approved traffic consultant reviewed the impacts of the proposed development.
3. Has the City independently assessed pedestrian/bike crossings at these new connections?
   The City's approved traffic consultant reviewed the impacts of the proposed development.
4. What is the nature of the changes to the Main Street/Jewel access intersection in general and as it relates to the existing train tracks?
   See the staff presentation
5. Does the City currently have a petition before the ICC for the alteration of that intersection?
   The ICC petition is approved

6. How was it determined what type of traffic safety features were put in place for the traffic study of this proposed development?
   The City's approved traffic consultant reviewed the impacts of the proposed development.
7. Based on the traffic study, what percentage of vehicles will use the Teckler entrance versus the Main Street entrance? Will a disproportionate number of cars plan to use the Main street entrance over the Teckler option?
   It is anticipated to be 50/50
8. Were slow street options ever considered for the entrances and exits of Pathway Court's development as traffic enters Teckler and Main Street?
   Unclear on request for "slow" streets. The City's approved traffic consultant reviewed the impacts of the proposed development.
9. Were pedestrian and bike traffic considered when the traffic study was conducted?
   Yes
10. Will emergency vehicles have difficulty or delays accessing this development with the curvy entrance being designed off the Main Street entrance?
    No
11. How will the City respond to new residents of the proposed Pathway Court development when they complain about the limited entrances and exits to the development?
    Limited access is not being provided
12. How will pedestrians safely access the shopping complex / Jewel with additional vehicles entering and exiting from the proposed Pathway Court development?
    The added vehicles from this development will not negatively impact this intersection
13. What prior relationship has the traffic study firm had with Three Leaf Developers?
    The traffic consultant is a City approved traffic consultant and works for the City, not Three Leaf Developers.
14. How is the traffic study that was conducted on Saturday, January 27 and Tuesday, January 30, 2024, an accurate representation of the traffic conditions when trail crossing safety is a big concern for vehicles entering and leaving the south-east corner of the proposed Pathway Court development? The historical weather documented for these two days indicated fog and rain, likely prompting people to stay inside. Whereas we would expect to get different traffic volumes during the warmer months with daily average temperatures above 72 for at least 4 months of the year at a time we can expect increased volumes of trail goers, especially on the weekends.
    The existing trail crossing is located on an existing low volume roadway. The City's approved traffic consultant analyzed the impact of the development. Safety is a consideration for all developments (whether a trail has 1 user or 1,000 users, the City takes the appropriate measures for all trail crossings).

TRAIN TRACK USAGE/COMMERCIAL CROSSING

1. Does the City currently have a petition for the intersection of Congress Pkwy and Mains Street for the removal of the tracks? Please provide a link to the Petition, the case number and status.
   No, one is not needed.

2. Does the City currently have a petition for the intersection of Main Street and the Jewel access road over the Union Pacific tracks?
   The ICC petition is approved
3. Are there active negotiations with Union Pacific for the improvement of either intersection? If so, please describe.
   See the presentation
4. Who would bear the costs of any improvements to the Main Street and Jewel access intersections?
   The City received a federal grant which will cover 80% of the costs of the sidewalk improvements.
5. Where are the obligations of the ultimate developer of the parcel for the Congress Pkwy and Jewel access intersection crossing improvements memorialized? Are these obligations in the existing land use permits or plat?
   The plan shows the petitioner extending the sidewalk to these improvements to provide a consistent sidewalk network.
6. What is the current usage of the tracks adjacent to the proposed Pathway Court development and will it change in any way as a result of the construction of the development?
   The train tracks are owned and used by the Union Pacific Railroad for freight storage and turning freight trains around. The proposed would not increase the freight usage.
7. What assurances can the City provide that there will never be a roadway pushed through onto Hill Drive from the Pathway Court development project?
   The approved plans do not include a roadway and therefore one would not be allowed. In addition, the approved plans would be listed within the approval on the PUD and a proposed restrictive covenant would be recorded on the site.
8. What assurances can the City provide that there will never be a roadway pushed through onto Walkup Ave from the Pathway Court Development project?
   The proposed development's western property limits do not touch the Walkup Avenue dead end.
9. What assurances exist that the park and green space that are currently proposed as a part of a privately owned park facility will not have plans for redevelopment or other someday?
   Projects are built based on the approved plans. A new PUD would need to be approved through a public hearing process.
10. Can you explain how the high-income taxes from apartments offer a better source of revenue for the City compared to an increase of business tax monies or tax revenue from single-family homes?
    Income taxes are distributed on a per capita basis from the State of Illinois, whether generated from personal income or business income. The City's distribution is not based on the actual income of Crystal Lake residents. Regarding property taxes, the City does not levy a corporate property tax levy; the General Fund, which accounts for the majority of operational expenses of the City, relies on other funding sources.

    The City is fortunate to have a diverse, resilient revenue base from a variety of sources to support our community's needs.

OTHER MULTI FAMILY DEVELOPMENTS – PUD AND REZONING/DENSITY

1. Please identify the following information by development name, location and year of approval.
    a. Please identify all other developments approved by the City in the last 15 years that required a change in zoning and density similar to that being requested by this Development.
    Unduly burdensome and not germane to this request. See staff presentation highlighting existing multi-family residential.
    b. Please identify all developments for which approval of a zoning map amendment and preliminary plan and the final plan took place in a single meeting?
    Unduly burdensome and not germane to this request.
    c. Please identify all developments for which the City approved an increase in density for a development area designated as multi-family?
    See staff presentation.
2. How long did it take to fully plan and execute Water's Edge development? Please provide a chronology of the City's meetings with the developer or links to the public meeting minutes.
    Not germane to this request.
3. If PUD- is the preliminary plan where final approval is an option, why are we fast-tracking this project? Instead, why aren't we giving the project a full vetting to make sure it's the best proposal and best fit to benefit the community?
    The project has been through a thorough review and this is a typical timeline for projects. Preliminary PUD is the mechanism that grants zoning entitlements. Final PUD is not a public hearing and only ensures the plans comply with the Preliminary PUD approval. It is the petitioner's risk to request both Preliminary and Final PUD at the same time, as it requires the petitioner to spend more money on engineering and other professional services up front.

COMPREHENSIVE PLAN/ZONING

1. What factors does the City consider in changing single-family zoning to high-density multi-family apartment zoning?
    See staff report https://www.crystallake.org/Home/Components/Calendar/Event/9092/19
2. Has the City staff assessed the following in any report, and if so, please provide a link to the report:
    https://www.crystallake.org/Home/Components/Calendar/Event/9092/19
    a. Based on Crystal Lake's comprehensive plan, people relocated farther from Chicago to places like Crystal Lake in search of more open space, less traffic, affordable land, and safer neighborhoods. How is the proposed Pathway Court plan supporting our comprehensive plan?

See the staff presentation

b. How will the proposed Pathway Court plan support CL's comprehensive land use plan - focus on the interrelationship of transportation, land use, and housing?
   See the staff presentation
c. How is the proposed Pathway Court development executing a high quality of development based on the Unified Development Ordinance for Crystal Lake?
   See the staff presentation
d. How does the proposed Pathway Court development aim to reduce or diminish the monotonous design patterns in individual lot development, e.g. bookends on Main St with Enclave rentals?
   See the staff presentation
e. How does the proposed Pathway Court development and other recent apartment complexes shift the housing occupancy numbers shared in the City’s community profile towards an improved balance of owner-occupied vs renter-occupied spaces (currently 20% renter, 75% owner occupied)?
   See the staff presentation

City of Crystal Lake

Planning and Zoning Commission Meeting

October 2, 2024

2024-159 – 295, 345, 395 Pathway Court – Comprehensive Land Use Amendment from Rezoning, Preliminary and Final PUD

Location:



Request:

1. Comprehensive Land Use Plan Amendment from Urban Residential to High Density Residential ,
2. Rezoning from R-2 Single Family Residential to R-3B PUD Multi-Family Residential ,
3. Preliminary and Final Planned Unit Development and Variations for a 220 unit apartment complex,





Process:

This request has followed a typical process.

- Application submitted in January of 2024
- Public hearing at the April 3, 2024 PZC meeting
- Reviewed by the City Council on May 7, 2024 and May 21, 2024
- The revised application was submitted in August

The typical timeline for a Preliminary and Final Planned Unit Development is four (4) months. Projects are always combined with the multiple requests taken as one zoning request.

The plans illustrate the final proposed development, Planned Unit Developments, as with all zoning approvals, are subject to the approved plans as presented at the hearings and adopted by Ordinance. To make changes a new Planned Unit Development would need to be reviewed through the public hearing process and adopted.

Private property is maintained by the property owner. Open space, parking areas, garages, the club house and landscape would be maintained by the private property owner. The streets are public streets, these are Pathway Court Teckler Boulevard, and S. Commons Drive. These are maintained by the City and all signage meets the Manual on Uniform Traffic Control Devices (MUTCD).

Comprehensive Land Use and Zoning:

This request meets five (5) Comprehensive Land Use Plan Goals:

- Balance the various land uses within the City to create more compact, mixed-use livable neighborhoods while providing a variety of housing, jobs, transportation options and business services.
  - Compact infill, housing option, road and bus service options, businesses nearby
- Encourage a diversity of high quality housing in appropriate locations throughout the City that supports a variety of lifestyles and invigorates community character.
  - Housing option, high quality design and materials
- Preserve, protect and enhance the City's open space and natural resources, through cooperative efforts with land owners, developers and conservancy groups.
  - Maintaining existing trees, creating 450-foot greenspace
- Establish economic development practices that recruit new businesses and retain existing businesses and allow for the ease to redevelop vacant centers.
  - Allow for density of residential in the vicinity of rail for smart growth, quality restaurants need 350,000 to 500,000 people within 15 miles
- Provide an appropriate mix of multi-family housing to add density to appropriate areas and allow for mixed-use development.
  - Housing mix, adjacent to commercial & transit

Other Apartment Developments:

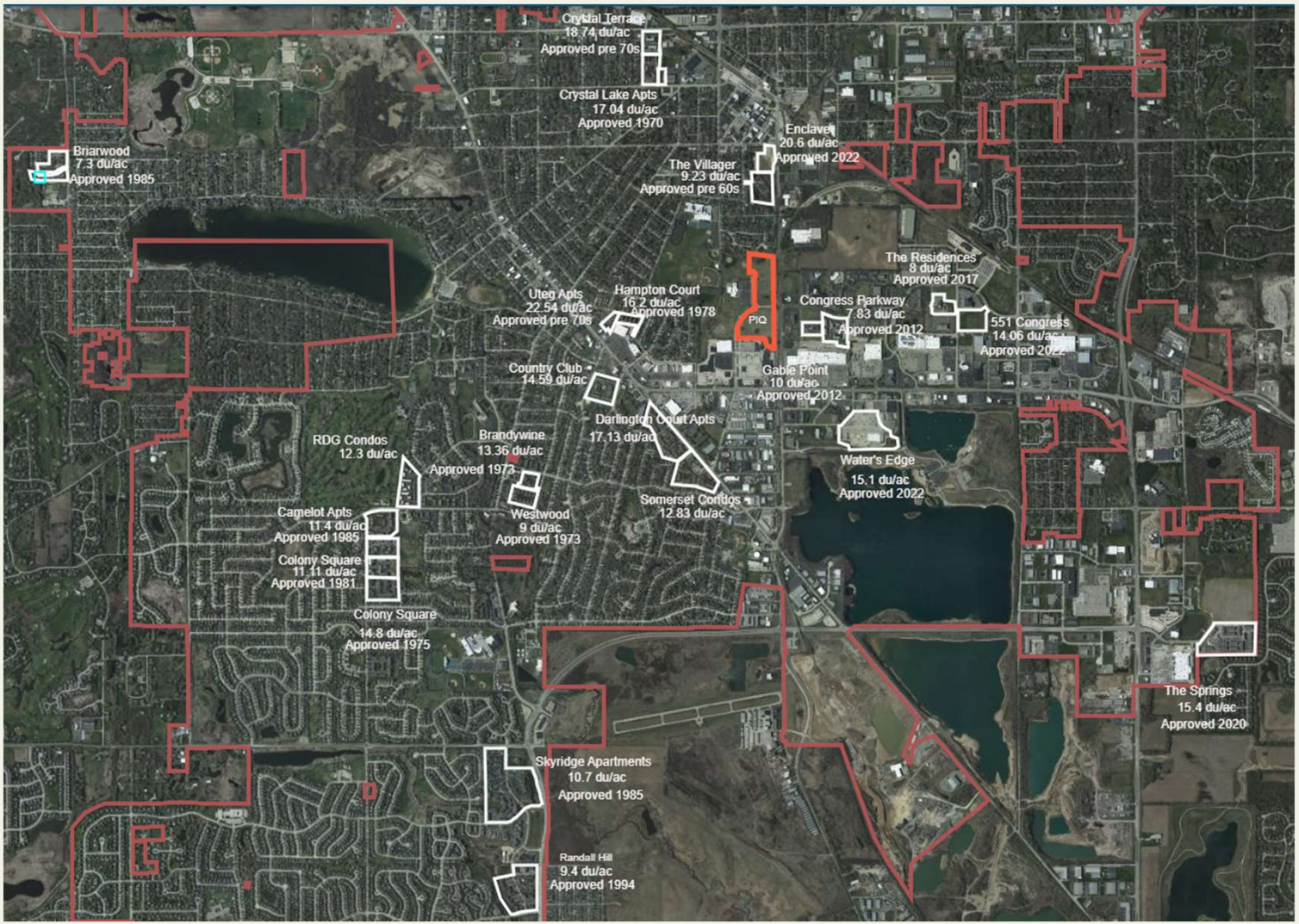
Densities range from 7.5 to 22.54 dwelling units per acre.

Average density 14.4 du/ac

The City zoning is:

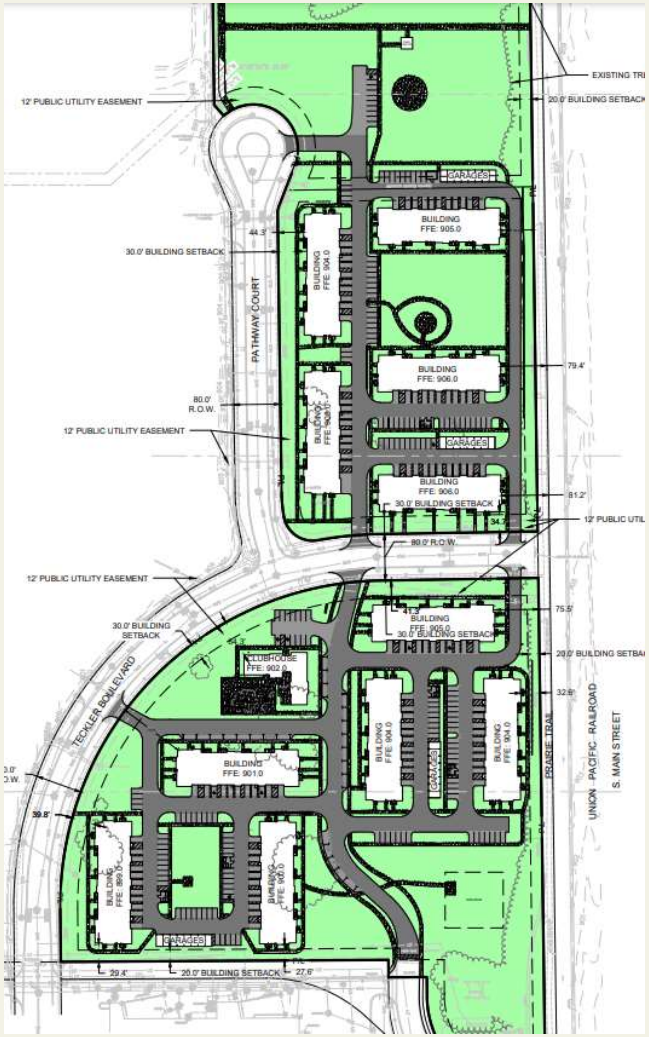
55.38 % Single Family (E, RE, R-1, R-2)

6.69 % Multi-Family (R-3A, R-3B)



Traffic Patterns





Traffic Study

- Completed by one of the City's approved independent traffic consultants – Gewalt Hamilton and Associates
- Estimated Peak hour traffic is 24% - 29% less than the previous proposal
- Traffic study found that the existing roadway network is more than sufficient to accommodate the new vehicle trips

As an example:

- This development adds 115 vehicles to the overall roadway network during the weekday evening peak timeframe.
- Main Street has a weekday evening peak of 1,212 vehicles; Route 14 has 2,101 vehicles
- Teckler Blvd. south of the site has two-lanes in each direction (same as US 14, Main Street) and is project to have a weekday evening peak of 579 vehicles

Current Connections to the Prairie Trail

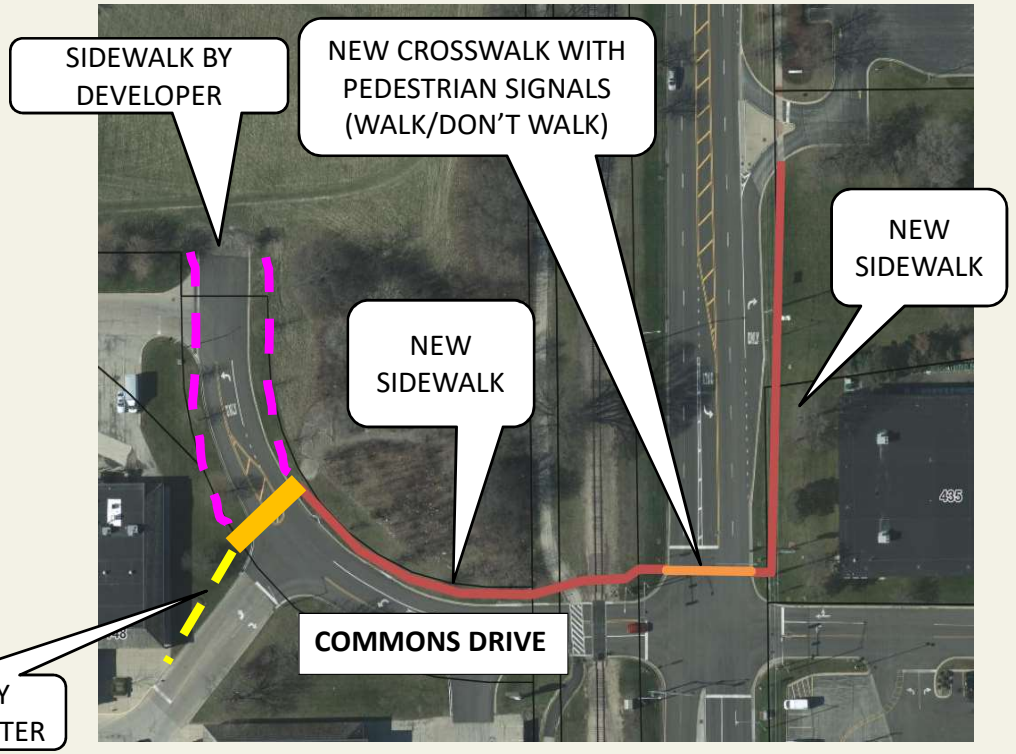


Pedestrian Connections to the Prairie Trail Project

This Fall

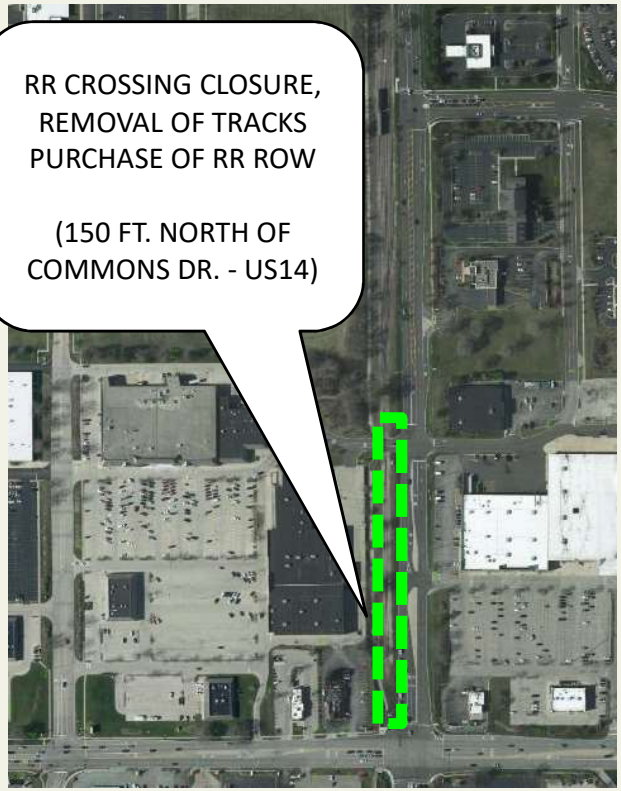


Grant Received 2021
Construction Anticipated Early 2025

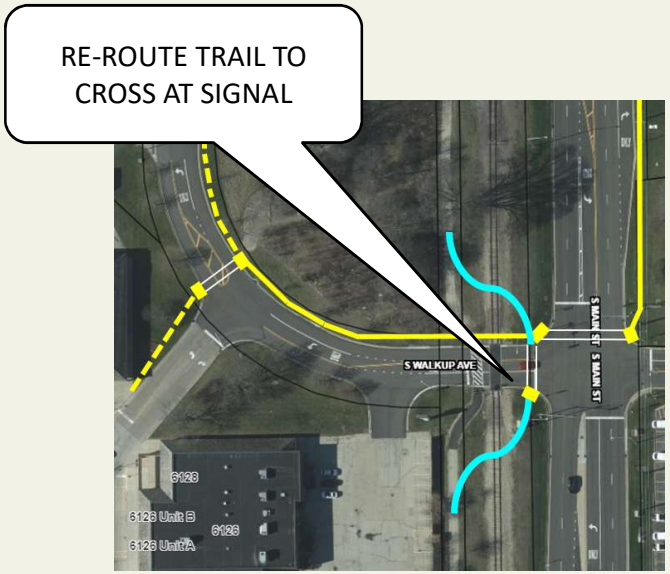


Future Transportation Enhancements

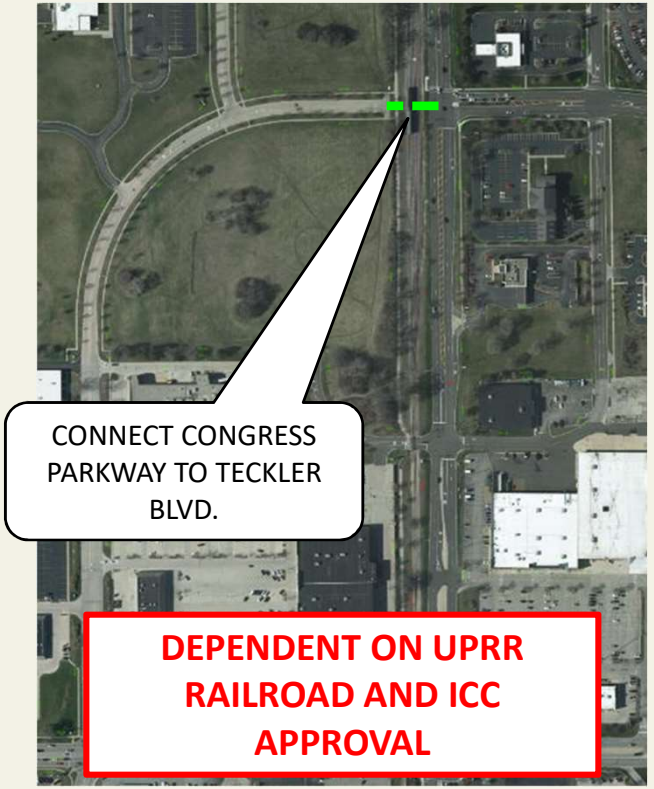
Near – Term (In Progress)



Mid – Term



Long – Term



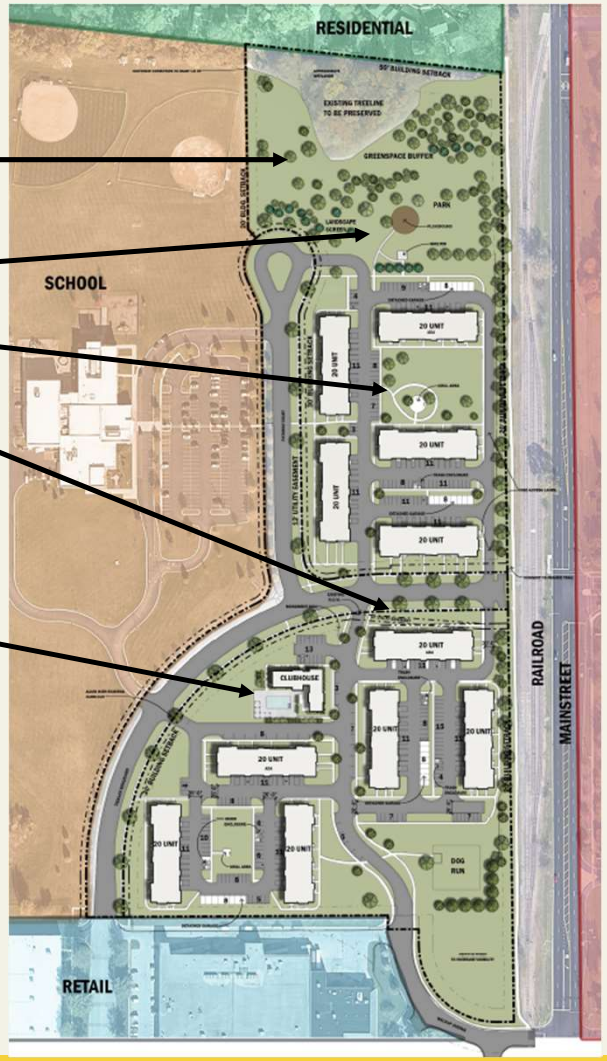
Site Layout:

450-foot Green Space Buffer

Amenities for residents

220 multi-family rental units. Density of 9.24

Clubhouse



Architecture:



Conditions of Approval on Page 8:

Comprehensive Land Use Plan Amendment from Urban Residential to High Density Residential, Rezoning from R-2 Single Family Residential to R-3B PUD Multi-Family Residential, Preliminary and Final Planned Unit Development and Variations for a 220 unit apartment complex

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (3LP Acquisitions LLC, received 8/18/24)
   B. Site Plan and Elevations (AG Architecture, dated 8/13/24, received 8/19/24)
   C. Landscape Plan (The Sigma Group, dated 8/12/24, received 8/19/24)
   D. Engineering Plans (The Sigma Group, dated 8/12/24, received 8/19/24)
   E. Traffic Memo (Gewalt Hamilton, dated 9/24/24, received 9/24/24)

2. Landscape
   A. Provide a tree removal survey. Tree replacement shall meet the required replacement inches.
   B. Provide a final landscape plan for review.

3. There shall be no roadway connection from Sunset Terrace / Hill Drive into this site.

4. The petitioner shall record a restrictive covenant on the property for the north 50-foot landscape buffer to restrict the area to landscaping only and not allow any future roadways.

5. Should the Park District request donation of the park site, future improvements shall be per the Park District requirements and will not affect this zoning approval.

6. The petitioner shall address all of the review comments and requirements of the City Departments of Public Works, Fire Rescue, Engineering, and Community Development, the City's Stormwater Consultant, and the Traffic Consultant Final Report.

APPENDIX E

Declaration of Restrictive Covenant

Declaration of Restrictive Covenant

This Declaration of Restrictive Covenant (the "Covenant") is made this ____ day of _____, 20___ by _____ of _____, (the "Declarant")

WHEREAS, the Declarant is the owner of certain real property located at _____, Crystal Lake, Illinois 60014 and which is legally described as follows:

PIN: 19-05-281-001

(the "Property");

WHEREAS, the Property is currently serviced by Pathway Court, which terminates in a cul-de-sac at the southwest corner of the Property; and

WHEREAS, the Property has or will be developed as a Planned Unit Development which will also include PIN's 19-05-427-001 and 19-05-428-00 (the "PUD Development")

WHEREAS, pursuant to City of Crystal Lake Ordinance # _____ adopted by the Crystal Lake City Council on _____ 2024. (the "PUD Ordinance") a planned unit multifamily residential development was approved; and

WHEREAS, the PUD Ordinance is designed to regulate land use and development within the PUD Development to ensure consistency with the planned development goals and to preserve the intended use and character of the Property;

WHEREAS, PUD Ordinance and the plans for the PUD provide for substantially all of the Property to be devoted exclusively to park and greenspace areas; and

WHEREAS, the PUD Ordinance further provides that as a condition of approval of the PUD and in order to preserve the intended use of the Property for park and greenspace, that the Declarant shall record a restrictive covenant that would prohibit the construction or use of a roadway for purposes of travel by automobiles, buses, trucks, motorcycles or other motorized vehicles over and upon the northernmost fifty (50) feet of the Property; and

WHEREAS, in accordance with the PUD Ordinance, the Declarant desires to impose this restrictive covenant upon the Property.

NOW, THEREFORE, the Declarant as owner of the Property hereinbefore described hereby declares as follows:

1. **Recitals:** The Foregoing recitals are repeated and incorporated as though fully set herein.

2. **Prohibition of Construction or Use of Property for Vehicular Traffic**

No roadway may be constructed or used for purposes of travel by automobiles, trucks, buses, motorcycles or other motorized vehicles upon any portion of the northernmost fifty (50) feet of the Property, as depicted in Exhibit A, attached hereto and denoted therein as the "Roadway Prohibition Area."

The construction of a pedestrian and/or bike path across the Roadway Prohibition Area shall be subject to the prior approval of the Crystal Lake City Council and to such restrictions as to the use of such pedestrian and/or bike path as may be imposed by the City Council, including but limited to the prohibition of and/or restriction pertaining to electric bicycles.

3. **Irrevocability**

This Covenant shall be irrevocable and shall remain in full force effect in perpetuity and may not be terminated or amended except upon approval of an amendment to the PUD Ordinance authorizing such termination or amendment by the Crystal Lake City Council.

4. **Enforcement**

This Covenant shall run with the land and be binding upon and inure to the benefit of the Declarant's heirs, successors, and assigns.

5. **Duration**

Except as provided herein, this Covenant shall remain in full force and effect perpetually unless amended or terminated as provided herein.

6. **Termination of Covenant Upon Acquisition by Crystal Lake Park District.**

In the event that title to the Property is transferred to the Crystal Lake Park District, this Covenant shall terminate and be of no further force and effect on and after the date on which title to the Property is transferred to the Crystal Lake Park District.

IN WITNESS WHEREOF, the Declarant has executed this Restrictive Covenant as of the date first above written.

_____

ACKNOWLEDGMENTS

STATE OF ILLINOIS)
) SS
COUNTY OF McHenry)

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY that, _____, personally known to me to be the _____ of_____ and personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that as such _____ he signed and delivered the said instrument as their free and voluntary act and deed of said _____ for the uses and purposes therein set forth.

Given under my hand and official seal this
_____ day of _____, 2024

_____
(SEAL)

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: November 5, 2024

Item: Land Management Software Renewal

Staff Recommendation: Motion to adopt a Resolution authorizing the City Manager to execute a renewal agreement with Accela, Inc., in the amount of $68,634 for year one, with up to four (4) additional years of automatic renewals at an annual increase of 5%.

Staff Contact: Kathryn Cowlin, Director of Community Development
Steve Weishaar, Director of Information Technology

Background:

At the December 5, 2017 City Council meeting, the Council authorized an agreement with Accela, Inc., for the upgrade of the Springbrook Building Permit Software to Accela Land Management Software for the Community Development Department. Accela provided a software package that met the City's desire for a building permit and code enforcement software platform. Accela was selected and approved by the City Council as part of a competitive proposal process involving several software providers. Accela was selected due to its functionality and competitive cost.

The Accela Land Management software was configured and implemented in 2018 and has provided a significant boost to Community Development capabilities, both in permit processing and citizen access to services through the 24-hour City Hall. The original contract was renewed for a five-year period, ending December 30, 2024. The attached renewal order form for the Accela Land Management software incorporates the contract terms of the 2017 agreement and limits any increases in subscription costs to 5% annually over the next five-year period, beginning 12/31/24 and ending 12/30/29. City staff's research shows that a 5% annual increase is in line with other communities, with some showing increases from 5% up to 7% annually.

City staff recommends the continued use of Accela since it has become an important tool in maintaining a high level of customer service to residents and businesses. A change in software would be highly disruptive for City staff as well has resident and business customers that have become accustom to utilizing the software. The Accela Land Management software meets the goals of the City in the following ways:

- Modern software capabilities such as integration and better reporting
- Online access for permit application and processing (citizens and contractors)
- Field inspection mobile access (smartphone or tablet)
- Real-time access to up-to-date permit information
- Online inspection scheduling (citizens and contractors)
- Engineering and planning application and tracking
- Licensing capabilities for elevator permits, tobacco, waste hauler, liquor and massage licensing.
- Integration with the City's GIS platform
- Instantaneous issuance of "instant permits" through online application and the payment of fees which alleviates the need for citizens or contractors to visit City Hall for these permits

Recommendation:

It is the staff recommendation to adopt a resolution authorizing the City Manager to execute a renewal agreement with Accela, Inc., in the amount of $68,634 for year one, with up to four (4) additional years of automatic renewals at an annual increase of 5%.

Votes Required to Pass:

Simple Majority

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be authorized to execute a renewal order form with Accela, Inc., in the amount of $68,634 for year one, with up to four (4) additional years of automatic renewals at an annual increase of 5%.

DATED this 5th day of November 2024.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Haig Haleblian, Mayor

SEAL

ATTEST:

_____
City Clerk

PASSED: November 5, 2024
APPROVED: November 5, 2024

Draft

9110 Alcosta Blvd, Suite H #3030
San Ramon, CA, 94583

Proposed by: Chanelle Dam
Contact Phone:
Contact Email: cdam@accela.com
Quote ID: Q-34557
Valid Through: 12/3/2024
Currency: USD

Renewal Order Form

Address Information

Bill To:

City of Crystal Lake, IL
100 W Woodstock St
Crystal Lake, Illinois 60014
United States

Billing Name: Jodie Hartman
Billing Phone: 815-459-2020 ext 365
Billing Email: jhartman@crystallake.org

Ship To:

City of Crystal Lake, IL
100 W Woodstock St
Crystal Lake, Illinois 60014
United States

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Accela Citizen Access - Subscription Population	Year 1	12/31/2024	12/30/2025	12	$0.00	1	$0.00
Accela Civic Platform - Subscription User	Year 1	12/31/2024	12/30/2025	12	$2,542.00	27	$68,634.00
						TOTAL:	$68,634.00

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Accela Citizen Access - Subscription Population	Year 2	12/31/2025	12/30/2026	12	$0.00	1	$0.00
Accela Civic Platform - Subscription User	Year 2	12/31/2025	12/30/2026	12	$2,669.10	27	$72,065.70
						TOTAL:	$72,065.70

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Accela Citizen Access - Subscription Population	Year 3	12/31/2026	12/30/2027	12	$0.00	1	$0.00

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Accela Civic Platform - Subscription User	Year 3	12/31/2026	12/30/2027	12	$2,802.56	27	$75,668.99
						TOTAL:	$75,668.99

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Accela Citizen Access - Subscription Population	Year 4	12/31/2027	12/30/2028	12	$0.00	1	$0.00
Accela Civic Platform - Subscription User	Year 4	12/31/2027	12/30/2028	12	$2,942.68	27	$79,452.43
						TOTAL:	$79,452.43

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Accela Citizen Access - Subscription Population	Year 5	12/31/2028	12/30/2029	12	$0.00	1	$0.00
Accela Civic Platform - Subscription User	Year 5	12/31/2028	12/30/2029	12	$3,089.82	27	$83,425.06
						TOTAL:	$83,425.06

Pricing Summary

Period	Net Total
Year 1	$ 68,634.00
Year 2	$ 72,065.70
Year 3	$ 75,668.99
Year 4	$ 79,452.43
Year 5	$ 83,425.06
Total	**$ 379,246.18**

Renewal Terms/Information:

General Information	
Governing Agreement(s)	**Accela Master Service Agreement dated October 11, 2017.**

Order Terms	
Order Start Date	Unless otherwise specified in the Special Order Terms: • Software Licenses & Subscriptions start on the date of delivery by Accela; • Hosting and Support start on Accela's delivery of the software hosted and/or supported;.
Order Duration	Unless otherwise specified in the Special Order Terms: • Subscriptions continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). Thereafter Subscriptions automatically renew annually as calculated from Order Start Date of Customer's first Subscription purchase. • Any Software Licenses or Hardware are one-time, non-refundable purchases. • Hosting and Support continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). • Professional Services continue for the duration as outlined in the applicable Statement of Work, Exhibit or the Governing Agreement, as applicable.
Special Order Terms	This Order Form replaces all previous order forms for the terms listed above and will govern the Software, Maintenance, and/or Services items listed on this Order Form. • No additional or conflicting terms or conditions stated in Customer's order documentation, including, without limitation, Customer purchase orders, will be incorporated into or form any part of this order or the governing agreement, and all such additional or conflicting terms are null and void. • For Software Licenses, Accela may terminate this Order Form in the event the Software is phased out across Accela's customer base. In such event, Accela will provide Customer sufficient advance notice and the parties will mutually agree to a migration plan for converting Customer to another Accela generally-available offering with comparable functionality.

Payment Terms	
Currency	USD
Invoice Date	Unless otherwise stated in the Special Payment Terms, Invoice for the Grand Total above will be issued on the Order Start Date.
Payment Due Date	Unless otherwise stated in the Special Payment Terms or the Governing Agreement(s), all payments are due on the Invoice Date and payable **net 30 days.**
Service Charge	Pricing is based upon payment by ACH or check. Payment by credit card (including Purchase Cards) for product and services in this Order Form will be subject to a service charge of 3%. There is no service charge for ACH or check payment.

Special Payment Terms	None unless otherwise specified in this location.
Purchase Order	If Customer requires PO number on invoices, it **must** be provided below and Customer **must** provide a copy of the PO prior to invoice issuance. If no PO number provided prior to invoice issuance date, invoices issued on this Order Form will be valid without a PO reference.
	PO#

Signatures	
Accela, Inc.	**Customer**
Signature:	Signature:
Print Name:	Print Name:
Title:	Title:
Date:	Date:

Agenda Item No: 13

City Council
Agenda Supplement

Meeting Date: November 5, 2024

Item: First Due Fire Software Renewal Agreement

Staff Recommendation: Motion to adopt a Resolution waiving competitive bidding and authorizing the City Manager to execute a sole source agreement with Locality Media, Inc. dba First Due, in the amount of $29,500 for one year, with up to four (4) years of automatic renewals at an annual increase of no more than 5%

Staff Contact: Craig Snyder, Fire Rescue Chief
Steve Weishaar, Director of Information Technology

Background:

The Fire Rescue Department is looking into a single software platform that will replace multiple software packages to streamline processes and to consolidate its fire software platform for first responder services. First Due is a comprehensive program that consolidates NFIRS (National Incident Reporting System), fire prevention and inspection records, pre-incident planning, scheduling and payroll, assets and inventories, maintenance, narcotic inventory, and more into a single platform, providing efficiencies and operation advantages not possible with disparate systems. First Due also provides the Department the availability to integrate payroll with finance and BS&A.

First Due is an expandable program that will grow to meet the future needs of the Fire Rescue Department. This software package will replace multiple packages the Fire Rescue Department is currently utilizing including Fire Manager, I am Responding, ESO, and several Excel spreadsheets. The programs being replaced currently cost the Fire Rescue Department approximately $10,000 annually and do not have the ability to expand without paying an additional annual cost per program. Additionally, none of the programs the Department currently utilizes have the ability to expand the narcotics inventory tracking as mandated by the State of Illinois, the ability to offer a comprehensive assets and inventories program, or the ability to migrate with the City's financial software BS&A. The Department would have to find additional platforms to meet these needs. City staff has not found a similar software program that accomplishes all of the needs of the Department as listed above in the market place.

City legal counsel has reviewed and agreed to the language in the agreement.

Sufficient funding is available in the FY25 budget for this project.

Recommendation:

It is the staff recommendation to execute an agreement with Locality Media, Inc. dba First Due, in the amount of $29,500 for one year, with up to four (4) years of automatic renewals at an annual increase of no more than 5%.

Votes Required to Pass:

Simple Majority

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a renewal contract with Locality Media, Inc. dba First Due, in the amount of $29,500 for one year, with up to four (4) years of automatic renewals at an annual increase of no more than 5%.

DATED this 5th day of November, 2024.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
CITY CLERK

PASSED: November 5, 2024
APPROVED: November 5, 2024

Draft

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first due

Locality Media, Inc. dba First Due
107 Seventh St
Garden City, NY 11530, United States
Phone: +1 (516) 874-2258
Website: https://www.firstdue.com/

Exhibit A - Quote
Prepared By: Eric Bambard
Valid Until: July 1, 2024
Quote Number: 1545132000218674211

BILL TO:
Craig Snyder
Crystal Lake Fire & Rescue Department
100 W Woodstock St,
Crystal Lake, IL 60014

Account: Crystal Lake Fire & Rescue Department
Subscription Start: May 31, 2024
Initial Term: 7 months
Annual Subscription: $ 29,500.00

Product Details	Total

Occupancy Management & Pre-Incident Planning
Manage Occupancies, Pre-Incident Mapping, ArcGIS Maps, Fire Systems, Hazardous Material, and Contacts.

Responder
Web Responder dashboard and Responder iOS/Android App with notifications, statusing and routing.

Hydrant Management – Basic
Manage Hydrants including hydrants visible on pre-plan & response map, hydrant list, hydrant types, hydrant uploads, ArcGIS hydrant layers, and hydrant setup

Inspections
Field Inspections, Configurable Checklists, Violation Management, Virtual Inspections, Inspections Scheduler, and Integrated Pre-Incident Planning.

Incident Reporting – NFIRS
NFIRS Incident Documentation, State and Federal Compliance with automated submission.

Scheduling
Manage staff schedules with an interactive shift board, configurable call shifts module, messaging, time-off and shift trades.

Personnel Management
Store, Manage and Access Employee Records including demographic data, certifications and employment information.

Events & Activities
Create Events, View Global Activity Log, and Access Global Calendar.

Assets & Inventory
Assets, vehicles, equipment and inventory management, assets and equipment checks, and work order management.

Medications Tracking
Track all medications, including DEA Scheduled Medications. Tracking a medication's lifecycle (receipt, usage, waste or removal) by expiration date, lot number or serial number. Ensure compliance with internal and external signatures, as well as advanced role security and authentication.

CAD Integration
Automated importing of CAD calls via XML, Database Connector or API.

First Arriving Integration
First Arriving Integration

Fire Recovery Integration
Fire Recovery Integration

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first due
Locality Media, Inc. dba First Due
107 Seventh St
Garden City, NY 11530, United States
Phone: +1 (516) 874-2258
Website: https://www.firstdue.com/

Statement of Work | Crystal Lake Fire & Rescue Department

1. Introduction

1.1 Purpose

The purpose of this Statement of Work (SoW) document is to clearly define the Implementation, Training, Data Migration, Integrations, Customer Success Manager, Customer Support, and Assumptions for **Crystal Lake Fire & Rescue Department** ("Customer") from Locality Media, Inc. dba First Due ("First Due") for the purchased product(s) set forth in Exhibit A – Quote ("Purchased Products") attached to the Agreement.

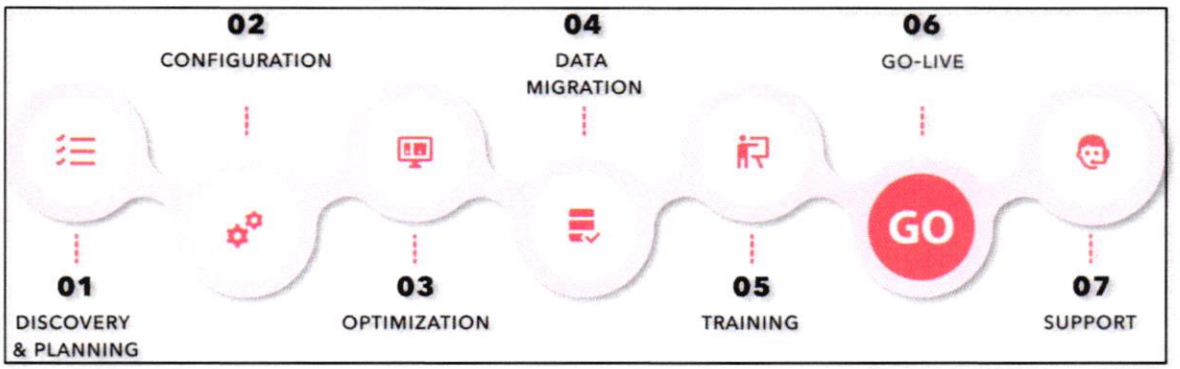
1.2 Scope:

This SOW includes the configuration, optimization, and deployment of the Purchased Products with the goal of meeting the organizational needs of the Customer.

2. Implementation

2.1 Overview

First Due utilizes a combination waterfall and iterative approach to implementation. This includes Discovery, Configuration, Optimization, Data Migration, Training, and Go-Live.



2.2 Implementation Resources

- **Implementation Manager:** Project lead and go-to person, acting as the primary liaison between the Customer and the First Due project team. The Implementation Manager will develop and execute the project plan, manage communication, and ensure adherence to predefined timelines and quality standards. This individual is also responsible for helping to configure the core system and some of the more straightforward modules.

- **Implementation Product Specialist(s):** While the Implementation Manager will lead the overall project, Product Specialists will be brought in to help configure and optimize specialty modules such as Fire Prevention, ePCR, Assets & Inventory, Training, Scheduling, and Reporting. They are product experts in First Due and are versed in industry best practices for their specific product specialties. Depending on the modules purchased and complexity, your project may be assigned 1-3 Product Specialists.

- **Technical Implementation Specialist:** Responsible for managing data migration from your current vendor to First Due and the integration between First Due and CAD. The Technical Implementation Specialist

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2.3.4 **Data Migration:** Data Migration will occur through-out the project and can be summarized in three steps: (1) initial data migration at the beginning of the project required for configuration, (2) import of historical records, usually occurring throughout the project, and (3) final data migration immediately before go-live. First Due's Data Migration team will review your legacy data environment and provide guidance on the best path to extract, map, and import the data into First Due.

- **Key Meeting(s):** Data Migration Planning
- **Milestone(s):** Data Migration Sign-Off
- **Customer Task(s):** Extract or provide access to legacy data based on guidance from First Due Data Migration team, Data Mapping Assistance, review and approve data load.
- **Deliverable(s):** Data Migration Plan, Data Mapping Assistance, Data Import

2.3.5 **Training:** As the project is in the final stages, the Training Manager will work with the Customer to arrange a training plan that will result in the successful adoption of the Purchased Products. Note that while Webinar Administrator training will occur during configuration and optimization sessions, the Training Manager will arrange formal Webinar and/or Onsite Train-the-Trainer and/or End User Training Session(s). Additive to the provided training, Customer will also have access to live weekly training academy sessions as well as on demand online training videos and training guides via the First Due Knowledgebase.

- **Key Meeting(s):** Training Planning, Training Sessions
- **Milestone(s):** Training Completed
- **Customer Task(s):** Coordinate staff to be trained
- **Deliverable(s):** Training Plan and Training Session(s)

2.3.6 **Go-Live:** Once all modules have been signed off and training has been arranged or completed, First Due will work with the Customer to kick-off the Go-live process. This includes: (1) Final System Acceptance, (2) Go-live planning meeting, (3) Final Data Migration, (4) Go-live, and (5) Post go-live implementation support.

- **Key Meeting(s):** Go-live planning, Post Go-live Check-Ins
- **Milestone(s):** System Acceptance, Go-live
- **Customer Task(s):** Final Testing
- **Deliverable(s):** Post Go-live Implementation Support (2-4 weeks)

2.3.7 **Transition to Customer Success:** Following the completion of the post go-live support period and assuming all critical implementation tasks are complete, Customer will be transitioned to their Customer Success Manager (CSM) and to the First Due Support team.

- **Key Meeting(s):** Customer Success Transition Meeting
- **Milestone(s):** Transition to Customer Success and Support
- **Customer Task(s):** N/A
- **Deliverable(s):** N/A

3. Training

Training is an integral part of any successful implementation. First Due is focused on providing your agency adequate training to ensure effective user adoption of the platform. As part of this Statement of Work, the Customer shall receive:

- Formal training as outlined in Exhibit A - Quote
- Administrator Training as part of the Configuration / Optimization
- Access to live First Due Academy Webinars
- Access to online recorded training videos and guides via an interactive knowledgebase

Any additional scope or detail related to Training will be listed below.

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team comes from a diverse background, ranging from database management to public safety software integration.

- **Customer Success Manager:** As the point person after project completion, the Customer Success Manager (CSM) will be part of the implementation as an advocate and to ensure a seamless transition to support post go-live. During the Implementation they will regularly check-in to ensure progress is being made and help with the addition of new modules or scope from a commercial perspective. Post go-live, they will provide regular check-ins to ensure the Customer is adopting the Purchased Products and deriving value from them.

- **Training Manager:** Responsible for developing and executing the training plan, with the goal of effective adoption of the Purchased Products by Customer. The Training Manager will be involved throughout the project to ensure they have the Customer specific knowledge to design the most effective training plan possible.

2.3 Implementation Phases

2.3.1 Discovery & Planning: Once the Project has been assigned, Customer will receive a set of tailored discovery questionnaires. Once filled out, the Implementation Manager will schedule a Project Kick-Off. During this meeting the Customer will receive access to the First Due platform, meet the project team and receive an initial product tour. The Implementation Manager will also provide an overview of the project plan, decide the meeting cadence, and formalize the next steps. CAD Integration and Data Migration planning meetings are also held during this phase, if required. These meetings will be led by the Technical Implementation Specialist.

- **Key Meeting(s):** Project Kick-Off, CAD Kick-Off, Data Migration Planning
- **Milestone(s):** Project Kick-Off, System Access
- **Customer Task(s):** Fill Discovery Questionnaires
- **Deliverable(s):** Welcome email, Initial Account Set-Up, System Logins Provided

2.3.2 Configuration: After planning is complete, the Implementation Manager will begin scheduling the Configuration sessions. Before each configuration session there will be some light prep work for the Customer to complete. Generally, there will generally be one (1) configuration session per module, but in cases where there is more complexity, there may be multiple. These sessions will be either be run by the Implementation Manager or the Implementation Product Specialist, depending on the module.

- **Key Meeting(s):** Module Configuration Sessions (1-2 per module)
- **Milestone(s):** N/A
- **Customer Task(s):** Configuration Prep Work (per module)
- **Deliverable(s):** Initial Module Configuration
- **Scope:** All Purchase Products

2.3.3 Optimization: After the configuration is complete, the Customer will be provided with test work (module User Acceptance Testing (UAT)) to complete. Following the completion of the UAT work, Optimization Sessions will be held to review Customer feedback, correct any issues, and finalize the configuration of the module. There will generally be one (1) Optimization session per module, but in cases where there is more complexity, there may be multiple. Once a module is configured and optimized, the Customer will be provided a module sign-off document to review and sign. Note Configuration and Optimization sessions may run interchangeably to ensure the project stays on-track.

- **Key Meeting(s):** Module Optimization Sessions (1-2 per module)
- **Milestone(s):** Module Acceptance and Sign-Off (1 per module)
- **Customer Task(s):** Optimization Prep Work (UAT per module)
- **Deliverable(s):** Module Optimization resulting in Customer Acceptance
- **Scope:** All Purchase Products

Zoho Sign Document ID: 2AB7F2F4-4HQ6FSWXMBRVUPTDYIFZLVENY9YHOF7II0-AGWPB0ZE

4. Data Migration

First Due understands the importance of data migration to our customers and has extensive experience working to migrate historical records into the platform. First Due will use best efforts to migrate applicable data from Customer's existing systems utilizing data migration best practices. This includes:

- Data Migration Planning Session
- Assistance/Guidance in extracting data from existing system/s
- Mapping extracted data to First Due import workbooks
- Importing of Data into First Due

The Data Migration scope of this Statement of Work will be to import legacy data from Customer existing systems in order for the Purchased Products to be operational. This includes operational data and historic records. Note that there are times when certain data is not seen as valuable to migrate to First Due. First Due and Customer will agree during the planning phase on what data needs to be migrated and priorities around data migration.

5. Integrations

As part of this Statement of Work, First Due will Implement all integrations and relevant scope outlined in Exhibit A – Quote. Integrations will be implemented during the configuration and optimization phases outlined above. In most cases, these integrations will be aligned with the module they are related. The only exception to this is the CAD Integration which, if part of scope, will have its own dedicated session at the beginning of an implementation. Customer or complex integrations may follow this same exception and have their own sessions to implement.

First Due will support these integrations post go-live. Note First Due is not responsible for outages, issues, and failures of 3rd Party Vendors. First Due will, however, always endeavor to work with Customer to resolve issues, regardless of responsibility.

Any additional scope or detail related to Integrations will be listed below.

6. Customer Success Manager

First Due understands the value of ongoing Customer Success activities post go-live. As part of this Statement of Work, Customer will receive a Customer Success Manager who will be the point person for Customer post go-live. Customer will receive regular check-ins to ensure the adoption of the Purchased Products. As part of the regular check-ins, the Customer Success Manager can help Customer with any major enhancements or issues, new feature updates, interest in other modules and additional training needs.

7. Customer Support

A customer's success is important to First Due and we understand having a reliable, knowledgeable Customer Support (or Support) team there to help is vital. Customer Support provides a central point of contact to ensure that all customer support requests are responded to and resolved. Below is a summary of the support components.

7.1 Contacting Customer Support

Customer Support is a service provided to our customers when they have questions, requests, or issues with the Services. When Customer submits a support request, a Support Ticket (or Ticket) is created within First Due's Support CRM and a unique ID (or ticket number) is assigned to track and document Customer's support request.

We offer a variety of channels to communicate with our Support team:

- **Online**: https://support.firstduesizeup.com/portal/en/kb/first-due-community-connect-support
- **Email**: support@firstdue.com
- **Phone**: (516) 874-5818

Zoho Sign Document ID: 2AB7F2F4-4HQ6FSWXMBRVUPTDYIFZLVENY9YHOF7II0-AGWPB0ZE

7.2 Self-Service Resources

First Due strives to provide useful, empowering self-service resources that are available 24/7 on our online Support Center. Our Knowledgebase contains step-by-step/how-to articles, FAQs, videos, best practices, etc.

7.3 Hours of Operation

Customer Support hours of operation (Business Hours) are:

- Monday to Friday, 9:00am – 6:00pm ET**
- ** 24x7 Support available for Sev 1 (Down/Urgent) issues.

8. Assumptions

8.1 Customer Participation

Every successful implementation requires adequate participation from the Customer. Although First Due is ultimately responsible for deliverables in the SoW, Customer agrees to attend the necessary calls and complete required preparatory work in order to help drive the project forward. At a minimum, Customer resources will be required for one (1) hour per week for meetings, and half an hour to one (0.5-1) hour of prep work per week by one or multiple individuals. Customer understands the importance of ensuring the correct Customer resources are available when required.

8.2 Statement of Work Expiration

Excluding significant delays caused by the First Due team, this Statement of Work will expire within twelve (12) months of the Subscription Start Date as detailed in Exhibit A – Quote. In situations where the project is delayed for no fault of either party, First Due agrees to extend the term, only if there is an agreed plan to complete the project within the extension period. Note the term expiration does not apply to section 6 & 7 above and will not impact First Due's ability to support the Customer post go-live.

8.3 Best Practice and Standard Workflow

First Due intends to meet the organizational needs of the Customer and their respective software requirements by configuring the Purchased Products to closely align with existing workflows. Although First Due is incredibly flexible, there may be times when First Due recommends using standard functionality or best practice to ensure a timely implementation, and simplification of current process. These workflows may differ from Customer existing workflows. Customer understands the importance of collaboration to achieve the ultimate goal of successfully adopting the Purchased Products and is aware there may be changes to existing workflow to accomplish this.

8.4 Go-live Requirements & Gaps

Over the course of the Implementation, both parties may uncover functionality gaps in the Purchased Products. Some of these gaps may have a material impact on the ability to implement or adopt the product. Gaps of this nature, deemed Go-Live Requirements, will be prioritized to ensure a timely go-live and project completion. However, in the case that certain features are not complete before go-live, they will be added to module and system signoffs as exceptions and will be completed within an agreed upon timeframe.

Agenda Item No: 14

City Council
Agenda Supplement

Meeting Date: November 5, 2024

Item: Resolution Amendment – Suburban Purchasing Cooperative Contract #227 purchase of 2024 Ford F550 Cab & Chassis

Staff Recommendation: Motion to amend the Resolution (Res.23R-126) for the purchase of (2) 2024 Ford Super Duty Pickups and four (4) 2024 Ford F550 Cab & Chassis through Suburban Purchasing Cooperative using Contract #221 and #227 to increasing the not-to-exceed amount of the purchasing agreement from $322,425.00 to $ 327,643.00.

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

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Discussion:

On November 21, 2023 the City Council adopted Resolution 23R-126 authorizing the purchase of two (2) 2024 Ford Super Duty Pickups and four (4) 2024 Ford F550 Cab & Chassis from Sutton Ford through Suburban Purchasing Cooperative Contract #227. During the purchasing process, one of the 2024 Ford F550 Cab & Chassis was ordered with a cab and chassis combination that Ford is not currently manufacturing. This issue was not detected by the vendor during the ordering process. City staff followed up with the vendor regarding the status of the vehicle build and were informed that in order to construct the truck with the specified cab, the chassis would need to be specified as 4x4 wheel drive rather than 4x2 wheel drive. This change will increase the cost of the vehicle by $5,218.00.

This order was placed with Sutton Ford using a contract provided by Suburban Purchasing Cooperative Program, a cooperative within which the City Council approved participation. As members of the Suburban Purchasing Cooperative Program, the City is able to take advantage of the Cooperative members' leveraged contract. This program allows members to combine purchasing power, which significantly reduces costs. All items that are bid through the cooperative follow the same public procurement statutes that the City follows during the competitive, sealed bidding process.

Recommendation:

It is the recommendation of the Public Works Department that the not-to-exceed amount in Resolution 23R-126 be increased from $ 322,425.00 to $327,643.00, an increase of $5,218.00. Funds have been budgeted for this increase in the not-to-exceed amount. City legal counsel has previously reviewed this action.

Votes Required to Pass:

Simple majority

RESOLUTION

WHEREAS On November 21, 2023 the City Council adopted Resolution 23R-126 authorizing the purchase of (2) 2024 Ford Super Duty Pickups and four (4) 2024 Ford F550 Cab & Chassis from Sutton Ford using Suburban Purchasing Cooperative Contract #221 and #227; and

WHEREAS included in this Resolution is a not-to exceed purchase authorization amount of $322,425.00; and

WHEREAS it is necessary to modify the truck configuration to meet Ford Motor Company's current truck configuration and increase the not-to-exceed amount by $5,218.00 to a total of $327,643.00;

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 Resolution 23R-126 for the not-to-exceed Purchase Agreement limit of $322,425.00 between the CITY OF CRYSTAL LAKE and Sutton Ford for purchase of (2) 2024 Ford Super Duty Pickups and four (4) 2024 Ford F550 Cab & Chassis using Suburban Purchasing Cooperative Contract #221 and #227 be amended to increase the not-to-exceed purchase authorization amount from $322,425.00 to $327,643.00.

Draft

DATED this 5th day of November, 2024.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: November 5, 2024

APPROVED: November 5, 2024

Draft

Sutton Ford | COMMERCIAL & FLEET

SUTTON FORD INC.
21315 CENTRAL AVE.
MATTESON IL 60443

INVOICE

Thursday, August 8, 2024
DATE

PURCHASER'S NAME

CITY OF CRYSTAL LAKE

STREET ADDRESS

100 W WOODSTOCK ST

CITY	STATE	ZIP	BUS PHONE
CRYSTAL LAKE	IL	60014	

PLEASE ENTER MY ORDER FOR THE FOLLOWING — NEW ☑ USED ☐ SUV ☐ TRUCK ☑ CAR ☐

YEAR	MAKE	MODEL	BODY TYPE	COLOR	TRIM	STOCK NO.
2024	FORD	F550	SUPER CAB 84" CA	RED	XL	X00402
VIN NO.		MILES	10	SALES REP	Scott Ourednik	

			TRADE-IN INFORMATION	
PRICE		$58,077.00		
			MAKE OF USED VEHICLE	
			YEAR	
			MODEL	
			VEHICLE IDENT. NO.	
			MILEAGE	
			TRADE VALUE	
SUBTOTAL		$58,077.00	FLEET SALES INFORMATION	
ELECTRONIC FILING FEE		$0.00	ORDERING FIN	QC665
DOCUMENTATION FEE		$0.00	END USER FIN	QC665
ILLINIOS SALES TAX	7.25%	$0.00	SALES TYPE	3
COUNTY TAX- COOK	1.00%	$0.00	GPC DISCOUNT	
CITY OF CHICAGO TAX	1.25%	$0.00	GPC REF #	
COOK COUNTY WHEEL TAX		$0.00	56A/CPA DISCOUNT	
LICENSE, TRANSFER, TITLE		$173.00	56M DISCOUNT	
EXTENDED SERVICE CONTRACT		$0.00	RETAIL REBATE #	
TOTAL PRICE		$58,250.00		
CASH DOWN PAYMENT		$0.00		
REBATE		$0.00		
TOTAL DOWN PAYMENT		$0.00		
UNPAID CASH BALANCE DUE ON DELIVERY		**$58,250.00**		

Purchaser agrees that this Order includes all of terms and conditions on both the face and reverse side hereof, that this Order cancels and supersedes any price agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby ***THIS ORDER IS NOT A BINDING CONTRACT. DEALER SHALL NOT BE OBLIGATED TO SELL UNTIL APPROVAL OF THE TERMS HEREOF IS GIVEN BY A BANK OR FINANCE COMPANY WILLING TO PURCHASE A RETAIL INSTALLMENT CONTRACT BETWEEN THE PARTIES HERETO BASED ON SUCH TERMS. ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS, NOT DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES. UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF, DEALER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLD BY DEALERS;*** *AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS-NOT EXPRESSLY WARRANTED OR GUARANTEED." TO THE NEGOTIATED CASH SALE PRICE OF EACH VEHICLE, THERE WILL BE ADDED THE SUM OF $303.60 FOR DEALER COSTS AND OVERHEAD FOR ITEM RELATING TO PREPARING, HANDLING AND PROCESSING DOCUMENTS FOR THE MOTOR VEHICLE AND THE CLOSING OF THE TRANSACTION. THE ONLY OTHER ADDITIONAL CHARGES PERMITTED ARE DEALER-ADDED OPTIONS, WARRANTY AND SERVICE CONTRACTS, INSURANCE AND THE ACTUAL COST OF LICENSE AND TITLE REGISTRATION AND TAXES.*

ACCEPTED BY: _____
PURCHASER'S SIGNATURE
DATE 8/8/2024

ACCEPTED BY: Scott Ourednik
DEALER OR HIS AUTHORIZED REPRESENTATIVE
DATE 8/8/2024

58,250
−53,032
5,218

Sutton Ford | COMMERCIAL & FLEET

SUTTON FORD
21315 CENTRAL AVE
MATTESON IL 60443

INVOICE

Wednesday, November 15, 2023
DATE

PURCHASER'S NAME

CITY OF CRYSTAL LAKE

STREET ADDRESS

100 W WOODSTOCK ST

CITY	STATE	ZIP	BUS PHONE
CRYSTAL LAKE	IL	60014	

PLEASE ENTER MY ORDER FOR THE FOLLOWING NEW ☑ USED ☐ SUV ☐ TRUCK ☑ CAR ☐

YEAR	MAKE	MODEL	BODY TYPE	COLOR	TRIM	STOCK NO.
2024	FORD	F550	REG CAB 4X2 CHASSIS	RED	XL	ORDER
VIN NO.		MILES		SALES REP	BRIAN TARPO	

CASH PRICE	$	$52,859.00	*TRADE-IN CREDITS*	
			MAKE OF USED VEHICLE	
			YEAR	
			MODEL	
Unit # 615			VEHICLE IDENT. NO.	
			MILEAGE	
			TRADE VALUE	
SUBTOTAL		$52,859.00	ORDERING FIN	
ELECTRONIC FILING FEE		$0.00	END USER FIN	
DOCUMENTATION FEE		$0.00	SALES TYPE	
ILLINOIS SALES TAX	7.25%	$0.00	GPC DISCOUNT	
COUNTY TAX- COOK	1.00%	$0.00	GPC REF #	
CITY OF CHICAGO TAX	1.25%	$0.00	56A/CPA DISCOUNT	
COOK COUNTY WHEEL TAX		$0.00	56M DISCOUNT	
LICENSE, TRANSFER, TITLE		$173.00	RETAIL REBATE #	
EXTENDED SERVICE CONTRACT		$0.00		
TOTAL PRICE		$53,032.00		
CASH DOWN PAYMENT		$0.00		
REBATE		$0.00		
TOTAL DOWN PAYMENT		$0.00		
UNPAID CASH BALANCE DUE ON DELIVERY		$53,032.00		

FORD NOT MANUFACTURING THIS CONFIGULATION

Purchaser agrees that this Order includes all of terms and conditions on both the face and reverse side hereof, that this Order cancels and supersedes any price agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby THIS ORDER IS NOT A BINDING CONTRACT. DEALER SHALL NOT BE OBLIGATED TO SELL UNTIL APPROVAL OF THE TERMS HEREOF IS GIVEN BY A BANK OR FINANCE COMPANY WILLING TO PURCHASE A RETAIL INSTALLMENT CONTRACT BETWEEN THE PARTIES HERETO BASED ON SUCH TERMS. ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS, NOT DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES, UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF, DEALER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLD BY DEALERS; AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS-NOT EXPRESSLY WARRANTED OR GUARANTEED."

TO THE NEGOTIATED CASH SALE PRICE OF EACH VEHICLE, THERE WILL BE ADDED THE SUM OF $199.99 FOR DEALER COSTS AND OVERHEAD FOR ITEM RELATING TO PREPARING, HANDLING AND PROCESSING DOCUMENTS FOR THE MOTOR VEHICLE AND THE CLOSING OF THE TRANSACTION. THE ONLY OTHER ADDITIONAL CHARGES PERMITTED ARE DEALER-ADDED OPTIONS. WARRANTY AND SERVICE CONTRACTS, INSURANCE AND THE ACTUAL COST OF LICENSE AND TITLE REGISTRATION AND TAXES.

ACCEPTED BY: _____
PURCHASER'S SIGNATURE

ACCEPTED BY: _____
DEALER OR HIS AUTHORIZED REPRESENTATIVE

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: November 5, 2024

Item: Bid Award - Water Treatment Chemicals

Staff Recommendation:

1) Motion to award the contract to the lowest responsive and responsible bidder for liquid hydrofluosilicic acid to Hawkins, Inc. and adopt a Resolution authorizing the City Manager to execute a three-year contract with Hawkins, Inc. in the submitted bid amount and authorize the City Manager to approve quarterly unit price changes

2) Motion to award the contract to the lowest responsive and responsible bidder for ortho polyphosphate to Carus, LLC and adopt a Resolution authorizing the City Manager to execute a three-year contract with Carus, LLC, in the submitted bid amount and authorize the City Manager to approve quarterly unit price changes

3) Motion to award the contract to the lowest responsive and responsible bidder for chlorine gas to Alexander Chemical Corporation and adopt a Resolution authorizing the City Manager to execute a three-year contract with Alexander Chemical Corporation, in the submitted bid amount and authorize the City Manager to approve quarterly unit price changes

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

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Background:

The City of Crystal Lake regularly requests bids for chemicals used in the water treatment process. The chemicals used by the City to treat water are chlorine (in gaseous form) for disinfection, ortho polyphosphates for corrosion control and sequestration, and hydrofluosilicic acid (fluoride). These chemicals are used at the City's five water treatment plants to comply with drinking water standards set by the Illinois Environmental Protection Agency (IEPA).

Due to continued supply chain and global demand issues associated with production of the raw materials utilized to produce chlorine gas and ortho poly phosphate, vendors previously contacted by City staff have stated that they will not enter into fixed-price contracts with customers because the supply of materials is limited and market pricing, in recent years, has been volatile.

The City advertised for bids with a three-year term (January 1, 2025 – December 31, 2027), allowing the supplier to offer revised quarterly pricing. Quarterly quotes must be submitted 14 working days prior to the start of a new quarter (January/April/July/October), excluding January 2025. Price escalations must be presented for approval based on changes in the Producer Price Index (PPI) or other documentation provided by the supplier and based on mutual agreement. If the supplier and the City cannot come to an agreement, the City has the right to re-bid the contract. On October 21, 2024, the City of Crystal Lake publicly opened and read aloud the bids received for purchasing water treatment chemicals. Prices were requested for the purchase and delivery of ortho polyphosphate, liquid hydrofluosilicic acid, and gaseous chlorine.

The following is a breakdown of the bids received:

Water Treatment Chemical	Alexander Chemical	Hawkins Inc.	Shannon Chemical	Carus, LLC
Liquid Hydrofluosilicic Acid (Gal.)	No Bid	$5.15 √	No Bid	No Bid
Ortho Polyphosphate (Gal.)	No Bid	$10.923	$22.12	$9.462 √
Chlorine Gas (Lb.)	$1.21 √	$1.4133	No Bid	No Bid

√ Indicates recommended lowest responsible, responsive bidder for each chemical

For comparison purposes, the 2024 bid unit prices (current contracts) are listed below:

Water Treatment Chemical	2024 Price
Liquid Hydrofluosilicic Acid (Gal.)	$4.90
Ortho Polyphosphate (Gal.)	$10.923
Chlorine Gas (Lb.)	$1.24

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. The City has worked with these vendors previously. It is staff's recommendation to award a three-year contract to Hawkins Inc. for the purchase and delivery of liquid hydrofluosilicic acid in the submitted bid amounts, award a three-year contract to Carus, LLC for the purchase and delivery of ortho polyphosphate in the submitted bid amounts, and award a three-year contract to Alexander Chemical Corporation for the purchase and delivery of chlorine gas in the submitted bid amounts, each with the option for price escalations

quarterly based on changes in the Producer Price Index (PPI) or other documentation provided by the supplier and based on mutual agreement.

Votes Required to Pass:
Simple Majority

RESOLUTION

WHEREAS the CITY OF CRYSTAL LAKE is required by the IEPA to adequately treat drinking water through the use of chemicals, and

WHEREAS the CITY OF CRYSTAL LAKE received and publicly opened bids for Water Treatment Chemicals on October 21, 2024; and

WHEREAS the lowest responsive and responsible bidder for liquid hydrofluosilicic acid was Hawkins, Inc.; and

WHEREAS the lowest responsive and responsible bidder for ortho polyphosphate was Carus, LLC; and

WHEREAS the lowest responsive and responsible bidder for chlorine gas was Alexander Chemical Corporation

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 three-year contract between the CITY OF CRYSTAL LAKE and Hawkins, Inc. for the purchase and delivery of liquid hydrofluosilicic acid in the unit prices bid; and

BE IT FURTHER RESOLVED that the City Manager is authorized to approve quarterly changes in the unit prices for liquid hydrofluosilicic acid based on documentation provided by Hawkins Inc. and reviewed by the City; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute a three-year contract between the CITY OF CRYSTAL LAKE and Carus, LLC for the purchase and delivery of and ortho polyphosphate in the unit prices bid; and

Draft

BE IT FURTHER RESOLVED that the City Manager is authorized to approve quarterly changes in the unit prices for ortho polyphosphate based on documentation provided by Carus, LLC and reviewed by the City; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute a three-year contract between the CITY OF CRYSTAL LAKE and Alexander Chemical Corporation for the purchase and delivery of chlorine gas in the unit prices bid; and

BE IT FURTHER RESOLVED that the City Manager is authorized to approve quarterly changes in the unit prices for chlorine gas based on documentation provided by Alexander Chemical Corporation and reviewed by the City.

DATED this 5th day of November, 2024.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: November 5, 2024
APPROVED: November 5, 2024

Draft

THE CITY OF CRYSTAL LAKE

CONTRACT FOR THE PURCHASE AND DELIVERY OF

LIQUID HYDROFLUOSILICIC ACID, ORTHO POLY PHOSPHATE AND

GASEOUS CHLORINE

BIDDER'S PROPOSAL

Full Name of Bidder Hawkins Inc. ("Bidder")

Principal Office Address Hawkins Inc. 2381 Rosegate, Roseville MN 55113

Local Office Address 2450 Horner Ave University Park, IL 60484

Contact Person Mark Redeker, Branch Manager Telephone (708) 627-1371

TO: The City of Crystal Lake ("Owner")
100 W. Woodstock Street
Crystal Lake, Illinois 60045

Attention: ***Michael Wisinski – Public Works Manager***
SEALED BID: Liquid Hydrofluosilicic Acid, Ortho Poly Phosphate and Gaseous Chlorine

Bidder warrants and represents that Bidder has carefully examined the Work Site described below and its environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Addenda Nos. One, which are securely stapled to the end of this Bidder's Proposal [if none, write "NONE"] ("Bid Package").

Bidder acknowledges and agrees that all terms capitalized in this Bidder's Proposal shall have the meaning given to them in the documents included in the Bid Package.

1. **Work Proposal**

A. Contract and Work. If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that Bidder will contract with Owner, in the form of the Contract included in the Bid Package: (1) to provide, perform and complete at the site or sites described in the Bid Package ("Work Site") and in the manner described and specified in the Bid Package all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data and other means and items necessary for the Purchase & Delivery of Liquid Hydrofluosilicic Acid, Ortho Poly Phosphate and Gaseous Chlorine; (2) to procure and furnish all permits, licenses and other governmental

Hawkins

PROPOSAL

SCHEDULE OF PRICES

A. UNIT PRICE CONTRACT

For providing, performing, and completing all Work, the sum of the products resulting from multiplying the number of acceptable units of Unit Price Items listed below incorporated in the Work by the Unit Price set forth below for such Unit Price Item:

BID PRICE: Water Treatment Chemicals

Base Contract Term: January 1, 2025 - December 31, 2027

Price for first quarter of 2025

Liquid Hydrofluosilicic Acid	$ 5.15 /gallon (in figures)	$ five dollars and fifteen cents /gallon (in writing)
	$ 0.5074 /lb. (in figures)	$ fifty point seven four cents /lb. (in writing)
Ortho Poly Phosphate	$ 10.923 /gallon (in figures)	$ 10 dollars and ninety two point three cents /gallon (in writing)
	$ 0.9581 /lb. (in figures)	$ ninty five point eighty one cents /lb. (in writing)
Gaseous Chlorine	$ 212.00 /150 lb. cylinder (in figures)	$ two hundred twelve dollars /150 lb. cylinder (in writing)
	$ 1.4133 /lb. (in figures)	$ one dollar and forty one point thirty three cents /lb. (in writing)

THE CITY OF CRYSTAL LAKE

CONTRACT FOR THE PURCHASE AND DELIVERY OF

LIQUID HYDROFLUOSILICIC ACID, ORTHO POLY PHOSPHATE AND

GASEOUS CHLORINE

BIDDER'S PROPOSAL

Full Name of Bidder Carus LLC ("Bidder")

Principal Office Address 315 Fifth Street, Peru, IL 61354

Local Office Address 315 Fifth Street, Peru, IL 61354

Contact Person Kimberly Mendoza Telephone 800-435-6856

TO: The City of Crystal Lake ("Owner")
100 W. Woodstock Street
Crystal Lake, Illinois 60045

Attention: ***Michael Wisinski – Public Works Manager***
SEALED BID: Liquid Hydrofluosilicic Acid, Ortho Poly Phosphate and Gaseous Chlorine

Bidder warrants and represents that Bidder has carefully examined the Work Site described below and its environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Addenda Nos. 1, which are securely stapled to the end of this Bidder's Proposal [if none, write "NONE"] ("Bid Package").

Bidder acknowledges and agrees that all terms capitalized in this Bidder's Proposal shall have the meaning given to them in the documents included in the Bid Package.

1. **Work Proposal**

A. Contract and Work. If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that Bidder will contract with Owner, in the form of the Contract included in the Bid Package: (1) to provide, perform and complete at the site or sites described in the Bid Package ("Work Site") and in the manner described and specified in the Bid Package all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data and other means and items necessary for the Purchase & Delivery of Liquid Hydrofluosilicic Acid, Ortho Poly Phosphate and Gaseous Chlorine; (2) to procure and furnish all permits, licenses and other governmental

Carus LLC

SCHEDULE OF PRICES

A. UNIT PRICE CONTRACT

For providing, performing, and completing all Work, the sum of the products resulting from multiplying the number of acceptable units of Unit Price Items listed below incorporated in the Work by the Unit Price set forth below for such Unit Price Item:

BID PRICE: Water Treatment Chemicals

Base Contract Term: January 1, 2025 - December 31, 2027

Price for first quarter of 2025

Liquid Hydrofluosilicic Acid	$ NO BID /gallon (in figures)	$ NO BID /gallon (in writing)
	$ NO BID /lb. (in figures)	$ NO BID /lb. (in writing)
Ortho Poly Phosphate	$ 9.462 /gallon (in figures)	$ Nine dollars and four hundred sixty-two thousandths /gallon (in writing)
	$ 0.83 /lb. (in figures)	$ Zero dollars and eighty-three cents /lb. (in writing)
Gaseous Chlorine	$ NO BID /150 lb. cylinder (in figures)	$ NO BID /150 lb. cylinder (in writing)
	$ NO BID /lb. (in figures)	$ NO BID /lb. (in writing)

THE CITY OF CRYSTAL LAKE

CONTRACT FOR THE PURCHASE AND DELIVERY OF

LIQUID HYDROFLUOSILICIC ACID, ORTHO POLY PHOSPHATE AND

GASEOUS CHLORINE

BIDDER'S PROPOSAL

Full Name of Bidder Alexander Chemical Corporation ("Bidder")

Principal Office Address 7593 S. First Road

Local Office Address 7593 S. First Road, Kingsbury Industrial Plant, Kingsbury, IN 46345

Contact Person Cheyenne Haney, Bid Specialist Telephone (800) 348-8827 or (219) 393-5558

TO: The City of Crystal Lake ("Owner")
100 W. Woodstock Street
Crystal Lake, Illinois 60045

Attention: ***Michael Wisinski – Public Works Manager***
SEALED BID: Liquid Hydrofluosilicic Acid, Ortho Poly Phosphate and Gaseous Chlorine

Bidder warrants and represents that Bidder has carefully examined the Work Site described below and its environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Addenda Nos. 1, which are securely stapled to the end of this Bidder's Proposal [if none, write "NONE"] ("Bid Package").

Bidder acknowledges and agrees that all terms capitalized in this Bidder's Proposal shall have the meaning given to them in the documents included in the Bid Package.

1. Work Proposal

A. Contract and Work. If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that Bidder will contract with Owner, in the form of the Contract included in the Bid Package: (1) to provide, perform and complete at the site or sites described in the Bid Package ("Work Site") and in the manner described and specified in the Bid Package all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data and other means and items necessary for the Purchase & Delivery of Liquid Hydrofluosilicic Acid, Ortho Poly Phosphate and Gaseous Chlorine; (2) to procure and furnish all permits, licenses and other governmental

Alexander Chemical

SCHEDULE OF PRICES

A. UNIT PRICE CONTRACT

For providing, performing, and completing all Work, the sum of the products resulting from multiplying the number of acceptable units of Unit Price Items listed below incorporated in the Work by the Unit Price set forth below for such Unit Price Item:

BID PRICE: Water Treatment Chemicals

Base Contract Term: January 1, 2025 - December 31, 2027

Price for first quarter of 2025

Liquid Hydrofluosilicic Acid	$NO BID /gallon (in figures)	$_____ /gallon (in writing)
	$_____ /lb. (in figures)	$_____ /lb. (in writing)
Ortho Poly Phosphate	$NO BID /gallon (in figures)	$_____ /gallon (in writing)
	$_____ /lb. (in figures)	$_____ /lb. (in writing)
Gaseous Chlorine	$181.50 /150 lb. cylinder (in figures)	$One hundred eighty-one dollars and fifty cents /150 lb. cylinder (in writing)
	$1.21 /lb. (in figures)	$One dollar and twenty-one cents /lb. (in writing)

THE CITY OF CRYSTAL LAKE

CONTRACT FOR THE PURCHASE AND DELIVERY OF

LIQUID HYDROFLUOSILICIC ACID, ORTHO POLY PHOSPHATE AND

GASEOUS CHLORINE

BIDDER'S PROPOSAL

Full Name of Bidder Shannon Chemical Corporation ("Bidder")

Principal Office Address P.O. Box 376, Malvern, PA 19355

Local Office Address n/a

Contact Person Daniel C. Flynn Telephone 610-363-9090

TO: The City of Crystal Lake ("Owner")
100 W. Woodstock Street
Crystal Lake, Illinois 60045

Attention: *Michael Wisinski – Public Works Manager*
SEALED BID: Liquid Hydrofluosilicic Acid, Ortho Poly Phosphate and Gaseous Chlorine

Bidder warrants and represents that Bidder has carefully examined the Work Site described below and its environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Addenda Nos. 1, which are securely stapled to the end of this Bidder's Proposal [if none, write "NONE"] ("Bid Package").

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1. Work Proposal

A. Contract and Work. If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that Bidder will contract with Owner, in the form of the Contract included in the Bid Package: (1) to provide, perform and complete at the site or sites described in the Bid Package ("Work Site") and in the manner described and specified in the Bid Package all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data and other means and items necessary for the Purchase & Delivery of Liquid Hydrofluosilicic Acid, Ortho Poly Phosphate and Gaseous Chlorine; (2) to procure and furnish all permits, licenses and other governmental

Shannon Chemical

SCHEDULE OF PRICES

A. UNIT PRICE CONTRACT

For providing, performing, and completing all Work, the sum of the products resulting from multiplying the number of acceptable units of Unit Price Items listed below incorporated in the Work by the Unit Price set forth below for such Unit Price Item:

BID PRICE: Water Treatment Chemicals

Base Contract Term: January 1, 2025 - December 31, 2027

Price for first quarter of 2025

Liquid Hydrofluosilicic Acid	$_____/gallon (in figures)	$no bid /gallon (in writing)
	$_____/lb. (in figures)	$no bid /lb. (in writing)
Ortho Poly Phosphate	$22.12 /gallon (in figures)	$Twenty Two Dollars and Twelve Cents /gallon (in writing)
	$1.94 /lb. (in figures)	$One Dollar and Ninety Four Cents /lb. (in writing)
Gaseous Chlorine	$_____/150 lb. cylinder (in figures)	$no bid /150 lb. cylinder (in writing)
	$_____/lb. (in figures)	$no bid /lb. (in writing)

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date: November 5, 2024

Item: Annual Audit for the Fiscal Year 2023/24

Staff Recommendation: Motion to adopt a Resolution accepting the Annual Comprehensive Financial Report of the City of Crystal Lake for the Fiscal Year ended April 30, 2024.

Staff Contact: Jodie Hartman, Director of Finance
Adam Orton, Assistant Finance Director
Stephanie Wrolson, Accounting Manager

Background:

The City's annual financial audit for fiscal year 2023/24 has been completed. Staff hereby presents the Annual Comprehensive Financial Report (ACFR) for fiscal year ended April 30, 2024. This report is management's annual financial report to the taxpayers, governing council, oversight bodies, investors and creditors of the City. This report provides a historical picture of the City's financial status as of April 30, 2024 and activities for the year May 1, 2023 through April 30, 2024.

The City engaged the services of Sikich LLP to conduct the financial audit. Sikich LLP concluded there was a reasonable basis for rendering an unmodified ("clean") opinion that the City of Crystal Lake's financial statements for the fiscal year ended April 30, 2024 are fairly presented in conformity with generally accepted accounting principles (GAAP). **This "clean" opinion is the highest obtainable opinion, a statement of not only the reliability of the financial information, but also to the high level of professionalism and integrity of the staff.** The report is available online at the City's website, under the "Your Government, Transparency Portal" and is attached to this agenda supplement.

Discussion:

State law (65 ILCS 5/8-8) requires that all general-purpose local governments publish within six months of the close of each fiscal year a complete set of financial statements presented in conformity with GAAP and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. The ACFR, as presented to the City Council, complies with all State of Illinois reporting and submittal requirements. An electronic copy has been available on the City's website since October 30, 2024 and paper copies are available for inspection upon request.

The ACFR is a thorough, detailed presentation of the City's financial position and activities for the year. As indicated in the ACFR, the auditors note:

> In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, the aggregate remaining fund information of the City of Crystal Lake, Illinois as of April 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The ACFR is a valuable tool that enables City officials and investors to make financial decisions from sound and timely information. The report provides an independently audited accounting of the financial condition of the City. The ACFR contains a set of financial statements comprising the financial report of the City that complies with the accounting requirements promulgated by the Governmental Accounting Standards Board (GASB). The document is composed of three sections: Introductory, Financial and Statistical.

For the thirty-fourth consecutive year, the City's financial report has been prepared to comply with the high standards of the Government Finance Officers Association (GFOA) Certificate of Conformance for Excellence in Financial Reporting Award Program criteria (ACFR Program). The GFOA established the ACFR Program to encourage and assist state and local governments to go beyond the minimum requirements of preparing annual financial statements. Reports submitted to the ACFR program are reviewed by selected members of the GFOA professional staff and the GFOA Special Review Committee, comprised of individuals with expertise in public-sector financial reporting and includes financial statement preparers, independent auditors, academics, and other finance professionals. As the City has earned the award for the 2022/23 ACFR, the 2022/23 Popular Annual Financial Report (PAFR) and the 2024B Budget, GFOA considers the City of Crystal Lake a Triple Crown City.

A representative from Sikich LLP, the auditing firm, plans to be in attendance at the City Council meeting to answer any questions. Staff from the Finance Department will also be in attendance and available.

Recommendation:

It is staff's recommendation to adopt a Resolution accepting the Annual Comprehensive Financial Report of the City of Crystal Lake for the Fiscal Year ending April 30, 2024.

Votes Required to Pass:

Simple majority

Res.

RESOLUTION TO ACCEPT THE COMPREHENSIVE ANNUAL FINANCIAL REPORT OF THE CITY OF CRYSTAL LAKE FOR THE FISCAL YEAR ENDING APRIL 30, 2024

WHEREAS, the City of Crystal Lake has prepared financial statements provided for in an Annual Comprehensive Financial Report ("ACFR") for the fiscal year ended April 30, 2024; and

WHEREAS, Sikich LLP, an independent audit firm, ("Auditor") has audited the financial statements contained in the ACFR of the City of Crystal Lake in accordance with Generally Accepted Accounting Standards and Government Auditing Standards; and

WHEREAS, it is the Auditor's responsibility to express an opinion on these financial statements based upon their audit; and

WHEREAS, in the opinion of the Auditor, the financial statements as audited present fairly, in all material respects, the financial position of the City of Crystal Lake as of April 30, 2024, and the results of its operations for the year then ended in conformity with Generally Accepted Accounting Principles; and

WHEREAS, the Auditor has presented the information from the audit to the City Council in person during the November 5, 2024 City Council meeting.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crystal Lake, McHenry County, Illinois, as follows:

Section 1. The City Council be and hereby accepts the audited Annual Comprehensive Financial Report, the Communication with those Charged with Governance, and Management Letter for the City of Crystal Lake for the fiscal year ending April 30, 2024.

Section 2. City Staff is directed to post all required documents per Public Act 098-0738 on the City of Crystal Lake website.

DATED this 5th day of November, 2024.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL
ATTEST

_____
CITY CLERK

PASSED: November 5, 2024
APPROVED: November 5, 2024

Draft