CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
December 2, 2025
7:00 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes – November 10, 2025 Budget Workshop Meeting and November 18, 2025 Regular Meeting**

5. **Accounts Payable**

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

7. **Mayor's Report**

8. **City Council Reports**

9. **Consent Agenda**
   a. **Resolution Approving 2026 City Council Meeting Schedule**
   b. **General Obligation Bonds, Series 2012 Abatement**
   c. **General Obligation Bonds, Series 2019 Abatement**
   d. **General Obligation Bonds, Series 2022 Abatement**
   e. **General Obligation Bonds, Series 2025 Abatement**
   f. **Special Service Area Number 47 Tax Levy**

10. **1051 North Shore Drive, North Crystal Lake Park Beach Association – Variation Request - The construction of a 6-foot wrought iron style security fence 15 to 20 feet north of the northern property line**

11. **154 S. Virginia Street, Dunkin Donuts - Special Use Permit for a Drive-Through Limited Service Restaurant adjacent to a residence with Variations from: The requirement to have a dedicated bypass only lane; the maximum hard-surface coverage of 65% to allow 69.7%; the buffer requirement of a trash enclosure to a residential property line; the minimum number of parking spaces to allow six**

12. **210 McHenry Avenue, Crystal Lake Academy Building - Reconsideration of the Historic Landmark Designation for the Crystal Lake Academy Building at 210 McHenry Avenue**

13. **213 Lake Shore Drive – Purchase and Sale Agreement**

14. **Bid Award – Facility Mechanical Services**

15. Public Hearing for the Annual Budget for the 2026 Fiscal Year; and Adoption of the Annual Budget Ordinance, Salary Ordinance, and Ordinance amending Section 241, Fees, of the City Code

16. Property Tax Levy Ordinance/Truth in Taxation Public Hearing

17. Council Inquiries and Requests

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

19. Reconvene to Regular Session

20. Adjourn

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

Agenda Item No: 9a

City Council
Agenda Supplement

Meeting Date: December 2, 2025

Item: Resolution Approving 2026 City Council Meeting Schedule

Staff Recommendation: Adoption of the Resolution Approving 2026 City Council Meeting Schedule

Staff Contact: Eric T. Helm, City Manager

Background:
This Resolution approves the 2026 schedule of City Council meetings. The Illinois Open Meetings Act requires the annual approval and publishing of the City Council meetings.

Votes Required to Pass:
Simple majority

Res. 25R-

DRAFT

The City of Crystal Lake

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that pursuant to the Illinois Open Meetings Act, 5 ILCS 120/2, which requires public notice of an annual meeting schedule, the City Council approves the attached 2026 Calendar of Regularly Scheduled Meetings and authorizes its publication.

DATED this 2nd day of December, 2025.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Hammonds, CITY CLERK

Passed: December 2, 2025
Approved: December 2, 2025

DRAFT

CITY OF CRYSTAL LAKE 2026 CALENDAR OF REGULARLY SCHEDULED MEETINGS

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

CITY COUNCIL

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

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

Workshop Meetings

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

January 13, 27	**April 14, 28**	**July 14, 28**	**October 13, 27**
February 10, 24	**May 12, 26**	**August 11, 25**	**November 10, 24**
March 10, 24	**June 9, 23**	**September 8, 22**	**December 8, 22**

Agenda Item No: 9b

City Council
Agenda Supplement

Meeting Date: December 2, 2025

Item: General Obligation Bonds, Series 2012 Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for the 2012 General Obligation Bond Issue

Staff Contact: Jodie Hartman, Director of Finance

Background:

In 2012, General Obligation Bonds were issued to finance the cost of flood mitigation improvements and for various water and sewer projects. At the time of issuance, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer user fees will be used to repay water and sewer improvement costs. Home Rule Sales taxes provide the funding for the flood mitigation efforts. As such, the City has abated the levy for these bonds each year since issuance, instructing the County not to levy for the annual payment.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short or no alternative sources are available, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues and/or other sources will be available, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

This action is an annual procedural requirement. McHenry County requires the City to provide them the attached ordinance for the abatement to occur.

Votes Required to Pass:

Simple majority

DRAFT

Ord. No.
File No.

The City of Crystal Lake

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2025 TO PAY THE PRINCIPAL AND INTEREST ON $9,235,000 GENERAL OBLIGATION BONDS, SERIES 2012 OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 18th day of September, 2012 (the "Ordinance"), did provide for the issue of $9,235,000 General Obligation Bonds (the "Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the City will have money in the "Bond Fund" established pursuant to Section 16 of the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including December 31, 2026; and

WHEREAS, it is necessary and in the best interests of the City that the tax heretofore levied for the year 2025 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2025 in the Ordinance is hereby abated in its entirety.

DRAFT

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2025 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DATED at Crystal Lake, Illinois, this 2nd day of December, 2025.

Passed by the Corporate Authorities on December 2, 2025
Approved on December 2, 2025

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

_____
CITY CLERK

Passed: December 2, 2025
Approved: December 2, 2025

DRAFT

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 2nd day of December, 2025.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present:_____

_____.

The following were absent from the meeting:_____

_____.

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2025 to pay the principal of and interest on the $9,235,000 General Obligation Bonds, Series 2012 of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

_____

CITY CLERK

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 2nd day of December, 2025, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE abating the tax heretofore levied for the year 2025
to pay the principal of and interest on $9,235,000 General Obligation
Bonds, Series 2012 of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 2nd day of December, 2025.

_____
CITY CLERK

(SEAL)

Agenda Item No: 9c

City Council
Agenda Supplement

Meeting Date: December 2, 2025

Item: General Obligation Bond, Series 2019 Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for the 2019A General Obligation Bond Issue

Staff Contact: Jodie Hartman, Director of Finance

Background:
In 2019, General Obligation Bonds were issued to finance the cost of storm water and water main improvements in addition to provide for the refunding of Series 2009A Build America Bonds and Series 2009B Recovery Zone Bonds. Series 2009 bonds were originally issued to provide financing for the construction of the Three Oaks Recreation Area project and various water and sewer system improvements.

At the time the 2019 bonds were issued, dedicated revenue streams were identified that would provide for the repayment of the obligation. Water and Sewer user fees will be used to repay storm water and water main improvement costs. In the case of the Three Oaks Recreation Area project, home rule sales tax and incremental TIF property taxes, if available, will be transferred from time to time to the Bond Fund and utilized to abate the pledged taxes. As such, the City has abated the levy for these bonds each year since issuance, instructing the County not to levy for the annual payment.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues will meet expectations, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

This action is an annual procedural requirement. McHenry County requires the City to provide them the attached ordinance for the abatement to occur.

Votes Required to Pass:
Simple majority

DRAFT

Ord. No.
File No.

The City of Crystal Lake

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2025 TO PAY THE PRINCIPAL AND INTEREST ON $9,025,000 GENERAL OBLIGATION BONDS, SERIES 2019A 5 OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance No. 7554 adopted on the 18th day of June, 2019 (the "2019 Bond Ordinance"), did provide for the issue of $9,025,000 General Obligation Bonds (the "Series 2019A Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Series 2019A Bonds (hereinafter referred to as the "Bonds"); and

WHEREAS, the City will have sufficient moneys in the "Bond Fund" established pursuant to Section 13 of the 2019 Bond Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including December 21, 2025; and

WHEREAS, it is necessary and in the best interests of the City that the taxes heretofore levied for the year 2025 to pay the principal of and interest on the Bonds be abated.

DRAFT

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

Section 1. Abatement of Tax for Series 2019A Bonds. The tax heretofore levied in the 2019 Bond Ordinance to pay for principal and interest of the Bonds for the year 2025 is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate the taxes levied under the 2019 Bond Ordinance for the Series 2019A Bonds for the year 2025 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DRAFT

DATED at Crystal Lake, Illinois, this 2rd day of December, 2025.

Passed by the Corporate Authorities on: December 2, 2025
Approved: December 2, 2025

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

_____
CITY CLERK

Passed: December 2, 2025
Approved: December 2, 2025

DRAFT

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 2nd ay of December, 2025.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present _____

_____

The following were absent from the meeting: _____

_____

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2025 to pay the principal of and interest on the $9,025,000 General Obligation Bonds, Series 2019A of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

_____

CITY CLERK

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 2nd day of December, 2025, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE abating the tax heretofore levied for the year 2025
to pay the principal of and interest on $9,025,000 General Obligation
Bonds, Series 2019A of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 2nd day of December, 2025.

_____
CITY CLERK

(SEAL)

Agenda Item No: 9d

City Council
Agenda Supplement

Meeting Date: December 2, 2025

Item: General Obligation Bond, Series 2022 Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for the 2022B and 2022C General Obligation Bond Issues

Staff Contact: Jodie Hartman, Director of Finance

Background:

In 2022, General Obligation Bonds were issued to finance the cost of storm water and water main improvements, in addition to provide for the refunding of Series 2013A General Obligation Bonds. Series 2013A bonds were originally issued to provide financing for various water and sewer system improvements as well.

At the time these 2022 bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer Fund user fees will be used to repay the water and sewer improvement costs. As such, the City plans to abate the levy for these bonds each year, instructing the County not to levy for the annual payment.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues will meet expectations, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

This action is an annual procedural requirement. McHenry County requires the City to provide them with the attached ordinance for the abatement to occur.

Votes Required to Pass:

Simple majority

DRAFT

Ord. No.
File No.

The City of Crystal Lake

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2025 TO PAY THE PRINCIPAL AND INTEREST ON $6,740,000 GENERAL OBLIGATION BONDS, SERIES 2022B, AND TO PAY THE PRINCIPAL AND INTEREST ON $6,770,000 GENERAL OBLIGATION BONDS, SERIES 2022C OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance No. 7810 adopted on the 19th day of April, 2022 (the "2022 Bond Ordinance"), did provide for: (a) the issue of $1,020,000 General Obligation Bonds (the "Series 2022A Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Series 2022A Bonds; and (b) the issue of $6,740,000 General Obligation Bonds (the "Series 2022B Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Series 2022B Bonds and (c) the issue of $6,770,000 General Obligation Bonds (the "Series 2022C Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Series 2022C Bonds (collectively, the Series 2022A Bonds, the Series 2022B and the Series 2022C Bonds are hereinafter referred to as the "Bonds"); and

DRAFT

WHEREAS, the City will have sufficient moneys in the "Bond Fund" established pursuant to Section 13 of the 2022 Bond Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including December 31, 2025; and

WHEREAS, it is necessary and in the best interests of the City that the taxes heretofore levied for the Year 2025 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax for Series 2022B Bonds. The tax heretofore levied in the 2022 Bond Ordinance to pay for principal and interest of the Bonds for the Year 2025 is hereby abated in its entirety.

Section 2. Abatement of Tax for Series 2022C Bonds. The tax heretofore levied in the 2022 Bond Ordinance to pay for principal and interest of the Bonds for the Year 2025 is hereby abated in its entirety.

Section 3. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate the taxes levied under the 2022 Bond Ordinance for both the Series 2022B Bonds and the Series 2022C Bonds for the Year 2025 in accordance with the provisions hereof.

Section 4. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DRAFT

DATED at Crystal Lake, Illinois, this 2nd day of December, 2025.

Passed by the Corporate Authorities on: December 2, 2025
Approved: December 2, 2025

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

_____
City Clerk

Passed: December 2, 2025
Approved: December 2, 2025

DRAFT

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 2nd day of December, 2025.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present _____

_____

The following were absent from the meeting: _____

_____

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the Year 2025 to pay the principal of and interest on the $6,740,000 General Obligation Bonds, Series 2022B and to pay the principal of and interest on the $6,770,000 General Obligation Bonds, Series 2022C of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

_____

CITY CLERK

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 2nd day of December, 2025, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2025 TO PAY THE PRINCIPAL AND INTEREST ON $6,740,000 GENERAL OBLIGATION BONDS, SERIES 2022B, AND TO PAY THE PRINCIPAL AND INTEREST ON $6,770,000 GENERAL OBLIGATION BONDS, SERIES 2022C OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 2nd day of December, 2025.

_____
CITY CLERK

(SEAL)

Agenda Item No: 9e

City Council
Agenda Supplement

Meeting Date: December 2, 2025

Item: General Obligation Bond, Series 2025 Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for the 2025 General Obligation Bond Issues

Staff Contact: Jodie Hartman, Director of Finance

Background:

In 2025, General Obligation Bonds were issued to finance the cost of the replacement of water meters and corresponding equipment, infrastructure and technology.

At the time these 2025 bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer Fund user fees will be used to repay the water er improvement costs. As such, the City plans to abate the levy for these bonds each year, instructing the County not to levy for the annual payment.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues will meet expectations, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

This action is an annual procedural requirement. McHenry County requires the City to provide them with the attached ordinance for the abatement to occur.

Votes Required to Pass:

Simple majority

DRAFT

Ord. No.
File No.

The City of Crystal Lake

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2025 TO PAY THE PRINCIPAL AND INTEREST ON $9,910,000 GENERAL OBLIGATION BONDS, SERIES 2025 OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance No. 8120 adopted on the 18th day of March, 2025 (the "2025 Bond Ordinance"), did provide for the issue of $9,910,000 General Obligation Bonds (the "Series 2025 Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Series 2025 Bonds (the Series 2025 Bonds are hereinafter referred to as the "Bonds"); and

WHEREAS, the City will have sufficient moneys in the "Bond Fund" established pursuant to Section 13 of the 2025 Bond Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including December 31, 2025; and

WHEREAS, it is necessary and in the best interests of the City that the taxes heretofore levied for the Year 2025 to pay the principal of and interest on the Bonds be abated.

DRAFT

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

Section 1. Abatement of Tax for Series 2025 Bonds. The tax heretofore levied in the 2025 Bond Ordinance to pay for principal and interest of the Bonds for the Year 2025 is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate the taxes levied under the 2025 Bond Ordinance for the Series 2025 Bonds for the Year 2025 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DATED at Crystal Lake, Illinois, this 2nd day of December, 2025.

Passed by the Corporate Authorities on: December 2, 2025
Approved: December 2, 2025

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

AYES:

NAYS:

ABSENT:

DRAFT

Recorded in the City Records on

SEAL

ATTEST:

_____
City Clerk

Passed: December 2, 2025
Approved: December 2, 2025

DRAFT

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 2nd day of December, 2025.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present _____

_____

The following were absent from the meeting: _____

_____

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the Year 2025 to pay the principal of and interest on the $9,910,000 General Obligation Bonds, Series 205 of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

_____

CITY CLERK

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 2nd day of December, 2025, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2025 TO PAY THE PRINCIPAL AND INTEREST ON $9,910,000 GENERAL OBLIGATION BONDS, SERIES 2025 OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 2nd day of December, 2025.

_____
CITY CLERK

(SEAL)

Agenda Item No: 9f

City Council
Agenda Supplement

Meeting Date: December 2, 2025

Item: Special Service Area Number 47 Tax Levy

Staff Recommendation: Motion to adopt the Ordinance for levying Special Service Area Number 47 taxes for tax year 2025

Staff Contact: Jodie Hartman, Director of Finance

Background:
The Crystal Lake Watershed Stormwater Management Program Implementation Plan (the "Implementation Plan") imposes certain responsibilities upon the City to inspect, maintain and repair stormwater maintenance facilities within residential developments constructed in the Watershed and that the responsibility for the cost of such inspection, maintenance and repair of such stormwater maintenance facilities be the responsibility of homeowners through the adoption of a Special Service Area.

Habitat for Humanity of Northern Fox Valley has developed a residential development within the City upon the property generally described as 431 S. McHenry Avenue, and a special service area has been created in accordance with the Implementation Plan to provide for the cost of inspection, maintenance and repair of the stormwater management facilities within the Watershed Easement to be created within the Subject Property.

City staff recommends that the City Council approve the attached Ordinance that provides official direction to the County Clerk to levy taxes for the 2025 tax year. Said taxes shall be utilized for the purpose of inspection, maintenance and repair of stormwater management facilities in Special Service Area (SSA) Number 47. This is the eighth year of the SSA; the City must adopt the attached ordinance annually in order to collect funds for stormwater management.

Votes Required to Pass:
Simple majority

DRAFT

Ord. No.
File No.

The City of Crystal Lake

AN ORDINANCE LEVYING TAXES FOR SPECIAL SERVICE AREA NUMBER 47 IN THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS FOR TAX YEAR 2025

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 1st day of May, 2018 (the "Ordinance"), did provide for establishing Special Service Area Number 47 and the imposition of a tax at a rate sufficient to pay the cost of providing special services in and for such area.

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

Section 1. There is hereby levied over all taxable property within the City of Crystal Lake Special Service Area Number 47 the total sum of $1,200.00 for the 2025 tax year. The approximate street location for the area is on the East side of McHenry Avenue south of the intersection with Lake Street.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DRAFT

DATED at Crystal Lake, Illinois, this 2nd day of December, 2025.

Passed by the Corporate Authorities on_____
Approved _____

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

_____
Nick Hammonds, City Clerk

Passed: December 2, 2025
Approved: December 2, 2025

DRAFT

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 2nd day of December, 2025.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present:_____

_____.

The following were absent from the meeting:_____

_____.

The Acting Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance levying taxes for Special Service Area Number 47 in the City of Crystal Lake. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

_____

CITY CLERK

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 2nd day of December, 2025, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE levying taxes for Special Service Area Number 47 in the City of Crystal Lake, McHenry County, Illinois for tax year 2025

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 2nd day of December, 2025.

_____
CITY CLERK

(SEAL)

Agenda Item No: 10

City Council
Agenda Supplement

Meeting Date: December 2, 2025

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Variation Request - The construction of a 6-foot wrought iron style security fence 15 to 20 feet north of the northern property line

Nicole Kvasnicka, North Crystal Lake Park Beach Association petitioner
1051 North Shore Drive

PZC Recommendation: To approve the petitioner's request and adopt an Ordinance approving the Variation at 1051 North Shore Drive

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

Background:

- Requests: To construct a new 6-foot wrought iron style fence in the current location of the existing fence, which is approximately 15 to 20 feet north of the north property line.
- Zoning: The site is zoned R-2 Single Family and is a private beach.
- Land Use: The land use map shows the area as Urban Residential.
- The lot is a private beach with a security fence along its frontage. The existing fence would be replaced in the same location with a new wrought-iron style fence with key pad entry.
- The fence currently appears to be within the City's right-of-way. **It is unclear where the actual property line for this property is located.** There is a gravel parking area adjacent to the roadway for parking at the beach. The location **is acceptable** to the City since there is an existing fence and the exact location and the property line is unclear.

PZC Highlights:

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

- The petitioner went through the hardship criteria on how they meet the standards. They are improving the property, making it safer, keeping the private beach protected and providing 24-hour access to the storm sewer outlet.

- The PZC found that the petition met the Findings of Facts for the variation.

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

1. Be consistent with the information and testimony provided by the petitioner in the hearing and the following provided documents:
   A. Application (NCLPBIA, received 10/30/25)
   B. Site Plan (NCLPBIA, undated, received 10/30/25)
   C. Scope of Work (Golden Fence, dated 10/25/23, received 10/30/25)

2. Coordinate with the Public Works Department to determine the final fence location. Provide a final passcode to Public Works to allow emergency access to the storm sewer outlet.

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

Votes Required to Pass: A simple majority vote

Acknowledgement Form

Regarding the Variation for the North Crystal Lake Park Beach Association Fence at 1051 North Shore Drive, please check one of the choices and sign below.

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

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

_____

_____

Petitioner's Name: Nicole Kvasnicka Date: 11/20/25

Signature

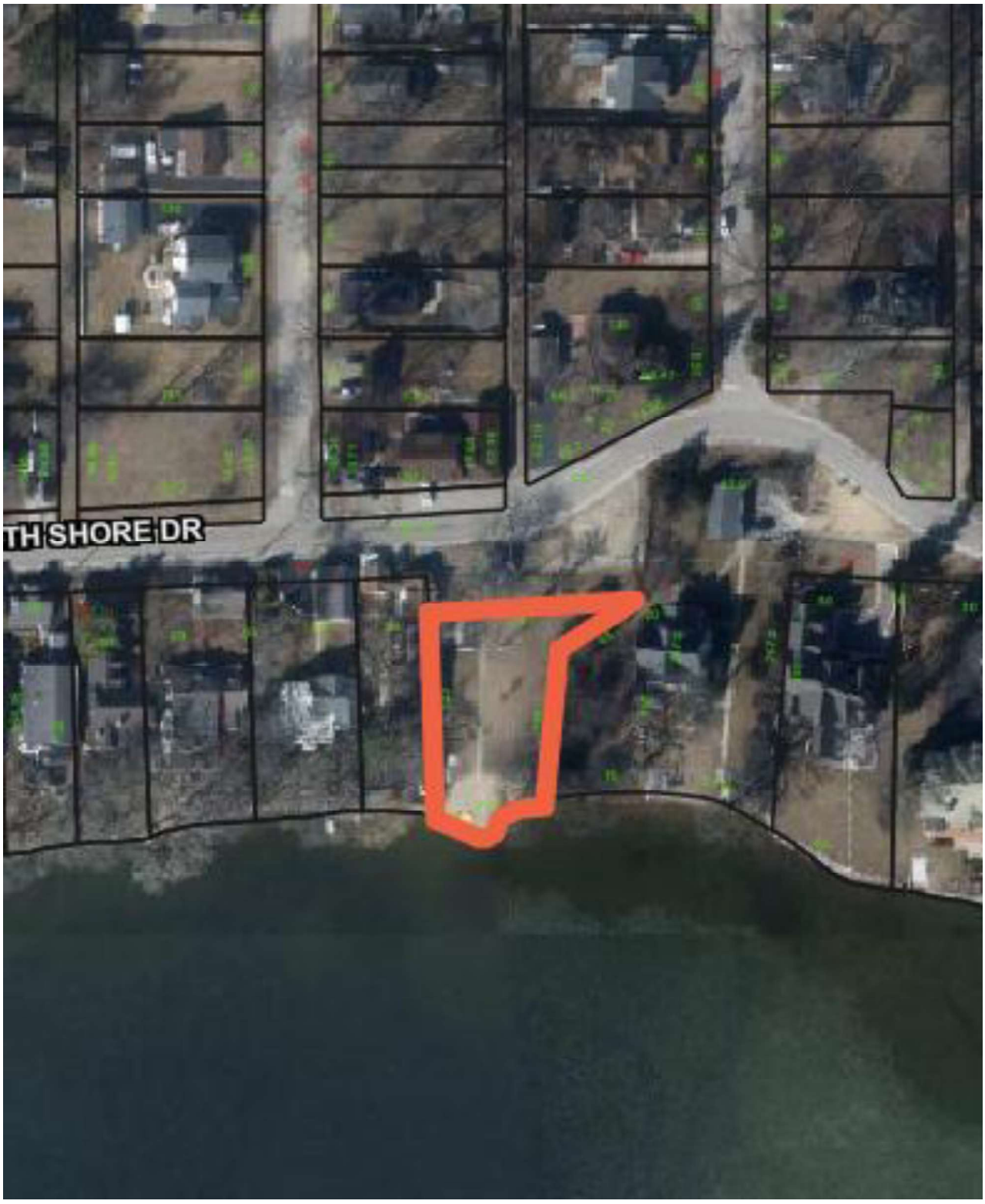
Recommended Conditions:

1. Be consistent with the information and testimony provided by the petitioner in the hearing and the following provided documents:
   A. Application (NCLPBIA, received 10/30/25)
   B. Site Plan (NCLPBIA, undated, received 10/30/25)
   C. Scope of Work (Golden Fence, dated 10/25/23, received 10/30/25)

2. Coordinate with the Public Works Department to determine the final fence location. Provide a final passcode to Public Works to allow emergency access to the storm sewer outlet.

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

PIQ Map
1051 North Shore Drive



DRAFT

Ord. No.
File No.

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A SIMPLIFIED RESIDENTIAL VARIATION TO CONSTRUCT A SIX-FOOT FENCE AT THE CURRENT LOCATION AT 1051 NORTH SHORE DRIVE

WHEREAS, pursuant to the terms of a Petition (File #PLN-2025-210) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Variation from Article 4 to allow the construction of a 6-foot wrought iron style security fence 15 to 20 feet north of the northern property line replacing the existing fence in this location at 1051 North Shore Drive; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on November 1, 2026 in the Northwest Herald, held a public hearing at 7:00 p.m., on November 19, 2025 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed variation; and

WHEREAS, on November 19, 2025, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Variation be approved, as documented in the minutes, and

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

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

Section I: That Variation from Article 4 to allow the construction of a 6-foot wrought iron style security fence 15 to 20 feet north of the northern property line replacing the existing fence in this location at 1051 North Shore Drive (18-01-229-024), Crystal Lake, Illinois is hereby approved

Section II: Said variation is issued subject to the following conditions:

1. Be consistent with the information and testimony provided by the petitioner in the hearing and the following provided documents:
   A. Application (NCLPBIA, received 10/30/25)
   B. Site Plan (NCLPBIA, undated, received 10/30/25)
   C. Scope of Work (Golden Fence, dated 10/25/23, received 10/30/25)

DRAFT

Ord. No.
File No.

2. Coordinate with the Public Works Department to determine the final fence location. Provide a final passcode to Public Works to allow emergency access to the storm sewer outlet.

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

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

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

DATED at Crystal Lake, Illinois, this 2nd day of December, 2025.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
CITY CLERK

Passed: December 2, 2025
Approved: December 2, 2025

#2025-210
1051 North Shore Drive – Variation
Project Review for Planning and Zoning Commission

Meeting Date: November 19, 2025

Request: The construction of a 6-foot wrought iron style security fence 15 to 20 feet north of the northern property line.

Location: 1051 North Shore Drive

Acreage: Approximately 13,800 square feet

Existing Zoning: R-2 Single Family

Surrounding Properties:
North: B-2 General Commercial and R-2 Single Family
South: R-2 Single Family
East: R-2 Single Family
West: R-2 Single Family

Staff Contact: Elizabeth Maxwell (815.356.3615)

Background:

- The property is the North Crystal Lake Park Beach private beach.
- There is an existing fence along the roadway that is dilapidated and has an old key lock.



- The association has been working with the City Public Works Department on the fence location and a key code to ensure they can gain access in an emergency.
- The fence is currently within the City's right-of-way. There is a gravel parking area adjacent to the roadway for parking at the beach.
- The location is acceptable to the City since there is an existing fence and the exact location of the property line is unclear.

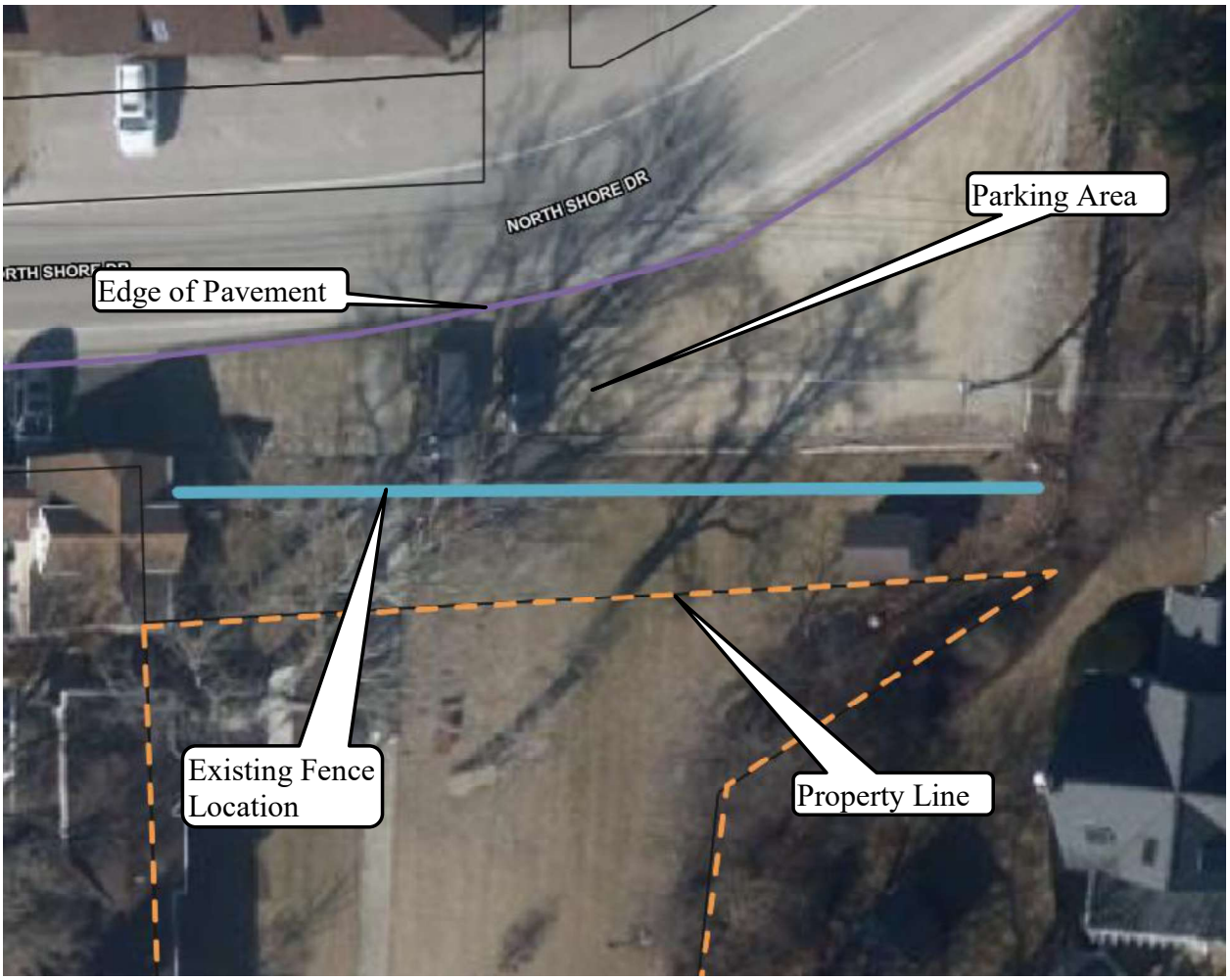
Development Analysis:

General

- Request: To construct a new 6-foot wrought iron style fence in the current location of the existing fence, which is approximately 15 to 20 feet north of the north property line.
- Zoning: The site is zoned R-2 Single Family and is a private beach.
- Land Use: The land use map shows the area as Urban Residential.

Site Plan

- The existing location of the fence is away from the edge of pavement, but still within the right-of-way according to the County's parcel data.



- Fences located in the yard abutting a street cannot exceed 3 feet in height. This is a 6-foot security fence.

Comprehensive Land Use Plan 2030 Vision Summary Review:

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

Land Use - Residential

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

Supporting Actions: Promote safe, clean and well-maintained housing by encouraging regular repair and maintenance of housing.

Findings of Fact:

ZONING ORDINANCE VARIATION

The petitioner is requesting a variation to allow a 6-foot high fence in the right-of-way.

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

Standards

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

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

   ☒ *Meets* ☐ *Does not meet*

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

   ☒ *Meets* ☐ *Does not meet*

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

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

   ☒ *Meets* ☐ *Does not meet*

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

   ☒ *Meets* ☐ *Does not meet*

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

   ☒ *Meets* ☐ *Does not meet*

d. That the proposed variation will not impair an adequate supply of light or air to adjacent

property, will not unreasonably diminish or impair the property values of adjacent property, will not unreasonably increase congestion in the public streets, substantially increase the danger of fire or otherwise endanger public safety.

☒ *Meets* ☐ *Does not meet*

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

Recommended Conditions:

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

1. Be consistent with the information and testimony provided by the petitioner in the hearing and the following provided documents:
   A. Application (NCLPBIA, received 10/30/25)
   B. Site Plan (NCLPBIA, undated, received 10/30/25)
   C. Scope of Work (Golden Fence, dated 10/25/23, received 10/30/25)

2. Coordinate with the Public Works Department to determine the final fence location. Provide a final passcode to Public Works to allow emergency access to the storm sewer outlet.

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

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

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

Owner Information

Name: NCLPBIA

Address: 1051 N. Shore Dr.
Crystal Lake, IL 60014.

Phone:

E-mail:

Project Name & Description: NCLPBIA fence enhancement
Replacing and improving a physical fence
front of association swim beach

Project Address/Location: 1051 N. Shore Dr. Crystal Lake IL 60014

Signature

Nicole Krasnicka

Owner: Print and Sign name Secretary Date 10/24/25

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

City of Crystal Lake
Development Application

Office Use Only
File # _____

Project Title: NCLPBIA fence enhancement

Action Requested

- ___ Annexation
- ___ Comprehensive Plan Amendment
- ___ Conceptual PUD Review
- ___ Final PUD
- ___ Final PUD Amendment
- ___ Final Plat of Subdivision
- ___ Preliminary PUD
- ___ Preliminary Plat of Subdivision
- ___ Rezoning
- ___ Special Use Permit
- X Variation $305.00
- ___ Other

Petitioner Information

Name: _____

Address: _____

_____

Phone: _____

Fax: _____

E-mail: _____

Owner Information (if different)

Name: North Crystal Lake Park Beach Improvement Association

Address: _____

_____

Phone: _____

Fax: _____

E-mail: _____

Property Information

Project Description: Replacing and improving a physical fence front of association swim beach.

Project Address/Location: 1051 N. Shore Drive
Crystal Lake, IL 60014

PIN Number(s): Parcel # 1801229024

Development Team

Please include address, phone, fax and e-mail

Developer: Golden Fence 124 Telluride Lane Volo, IL 60020

Architect: _____

Attorney: _____

Engineer: _____

Landscape Architect: _____

Planner: _____

Surveyor: _____

Other: _____

Signatures

_____

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

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

Nicole Krasnicka

OWNER: Print and Sign name

10/29/25

Date

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

CRYSTAL LAKE PLANNING AND ZONING COMMISSION
WEDNESDAY, NOVEMBER 19, 2025
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, commissioners, Jeff Greenman, Bill Gronow, Kathy Repholz, Al Skluzacek, and Scott Smith were present. Stacy Mason and Laura Dzielski were absent. Mr. Greenman confirmed that a quorum was present.

City Planner Elizabeth Maxwell, Assistant City Planner Darrell Moore and City Engineer Abby Wilgreen were present from staff.

Mr. Greenman informed those in attendance that the meeting was being recorded for broadcast and future playback on the City's website. He led the group in the Pledge of Allegiance.

2025-210 – 1051 NORTH SHORE DRIVE – VARIATION

The construction of a 6-foot wrought iron style security fence 15 to 20 feet north of the northern property line.

The petitioner, Michael Strezo, proposed replacing an existing deteriorated chain-link fence (installed in the mid-1970s) with a 6-foot wrought iron style security fence in the same location, approximately 15-20 feet north of the northern property line. He explained that the intent is to enhance safety and reduce unauthorized nighttime access to the private beach.

Mr. Greenman confirmed if the petitioner had reviewed recommended conditions. Mr. Strezo stated he was comfortable with them. When asked to identify hardship, he cited Variation standards #2 and #5.

Mr. Greenman opened the public comment portion of the public hearing.

Gregg Kobelinski, 1069 N Shore Drive, President of the Shoreline Property HOA, expressed support for the request, noting that 45% of HOA members live on North Shore Drive and appreciate beautification and the added safety.

Keith Heyen, 1027 N Shore Dr, also spoke in support, noting the fence's age and the need for improved security.

With no one else wishing to speak, Mr. Greenman closed the public comment portion of the hearing and turned to staff.

Ms. Maxwell stated the site is a unique private beach property. The existing fence has been in the same location for over 50 years. The replacement fence will not encroach on the roadway or impact parking. The upgraded locking system will improve public safety.

Mr. Gronow asked the petitioner about the current locking practices. Mr. Strezo explained that the gate is typically left open, then locked during ice-forming conditions. The new fence will include a 10-foot section with keypad access for emergency vehicles and a man-gate with key-fob system for HOA members.

Ms. Repholz had no comments or questions.

Mr. Smith raised a concern regarding placement on City property and potential liability but confirmed he was comfortable after staff clarified coordination with Public Works Department.

Mr. Greenman stated he agreed the unique nature and function of the fence meet the standards for the hardship.

Mr. Gronow made a motion to approve the request with the following conditions:

1. Be consistent with the information and testimony provided by the petitioner in the hearing and the following provided documents:
    A. Application (NCLPBIA, received 10/30/25)
    B. Site Plan (NCLPBIA, undated, received 10/30/25)
    C. Scope of Work (Golden Fence, dated 10/25/23, received 10/30/25)

2. Coordinate with the Public Works Department to determine the final fence location. Provide a final passcode to Public Works to allow emergency access to the storm sewer outlet.

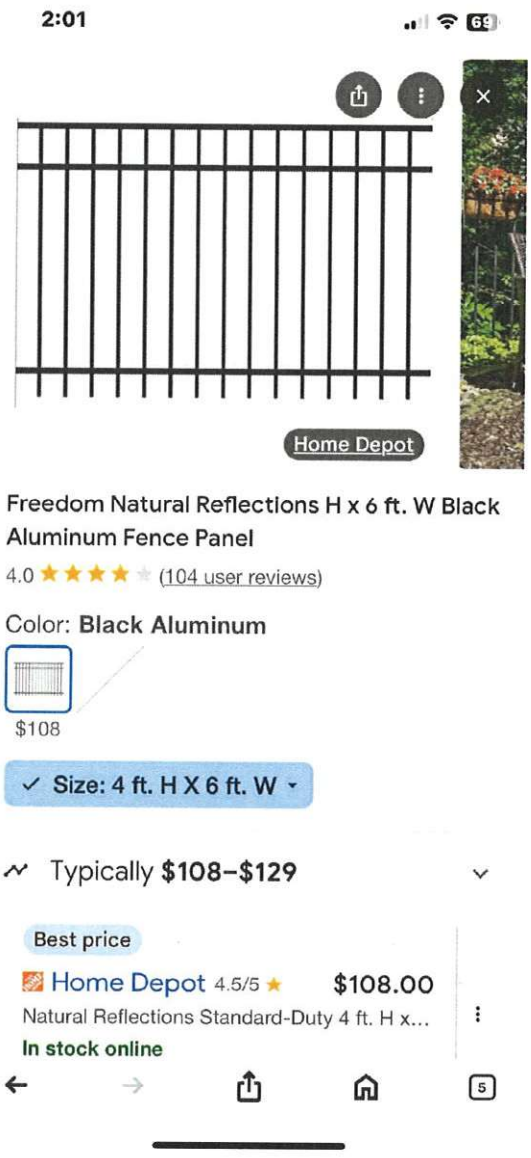
3. The petitioner shall address all of the review comments and requirements of the Public Works and Engineering Department, and Community Development Department.

Ms. Repholz seconded the motion. On roll call, all members voted aye. The motion passed unanimously.

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All information is provided 'as-is' with no guarantee of accuracy, completeness, or currency.

Existing Fence to Remain

Fence to Remain in Same Area


2:01
Home Depot
Freedom Natural Reflections H x 6 ft. W Black Aluminum Fence Panel
4.0 (104 user reviews)
Color: Black Aluminum
$108
Size: 4 ft. H X 6 ft. W
Typically $108–$129
Best price
Home Depot 4.5/5
$108.00
Natural Reflections Standard-Duty 4 ft. H x...
In stock online

PROPOSAL & CONTRACT

GOLDEN FENCE, INC.

Residential • Commercial • Industrial
Free Estimates • Fully Insured
Bus: 847.740.9744 • Bus: 815.385.5664 • Bus: 224.251.9560
Email: admin@goldenfenceinc.com • www.goldenfenceinc.com

124 Telluride Lane
Volo, Illinois 60020

SALESPERSON
- ☐ Eric Aguilar, Sr. 224-629-1213
- ☐ Eric Aguilar, Jr 847-668-4887
- ☐ Octavio Aguilar 224-321-6144
- ☐ Giovanni Aguilar 224-567-9192

J.U.L.I.E. Ticket#
Mark By
Foreman

Date 10-25-23 Name Jim Email caldarellagroup@aol.com
Address 1031 N Shore Drive City Crystal Lake Zip
Phone 815-919-2796

☐ Chain Link ☐ Cedar Wood ☐ Steel ☐ Split Rail
☐ PVC / Vinyl ☐ Aluminum ☐ Treated Wood ☐ Other

CIRCLE ALL THAT APPLY

CUSTOMER MUST BE PRESENT FIRST DAY OF INSTALLATION: (YES) NO
PLAT OF SURVEY: (NEEDED) NOT NEEDED
PERMIT: GOLDEN FENCE OBTAINS FOR $100 FEE + PERMIT FEE / (CUSTOMER TO OBTAIN) / NOT NEEDED
HOMEOWNERS ASSOCIATION APPROVAL: (CUSTOMER TO OBTAIN) / NOT NEEDED

LINE POST: 132	LINE POST: 6	CONCRETE SET: 36
END POST: 93	CORNER POST: 132	CORNER POST: 2@2
BOARD SIZE	TOE NAIL / FACE NAIL	
TENSION WIRE: YES NO	GUAGE	TOP RAIL	MID RAIL: YES NO
SINGLE GATE(S): 2 4w	DOUBLE GATE(S): 1 10w	
COLOR: M. Blk	GATE POSTS: 3@	
LEVEL ON TOP	FULL OVERHANG	
GAS DOWN: 132 FT	U.L. MARK	
HOLE AWAY: 152 FT	SOIL LEAVE ON SITE	

TRIM BUSHES / BRANCHES: CUSTOMER / GOLDEN FENCE (EXTRA CHARGE)

PROJECT REQUIRES:
GENERATOR / ASPHALT BREAK
HOOK DRILL / WELDER
CORE DRILL / CHANGEOUT/TRIMMING

DEPOSIT $ BALANCE $

HOW DID YOU HEAR ABOUT US?

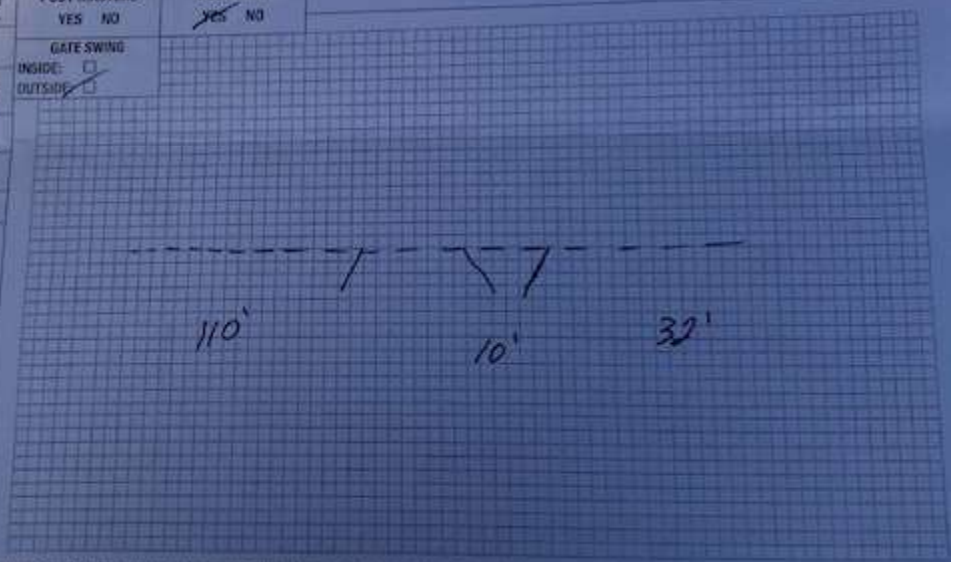
FENCE LAYOUT and SPECIFICATIONS

- Install/furnish 152' of 6h Black eff 20 aluminum fence w/ 1 Double gate 10'w and 1 single gate 4'wide.

-single gde w/ but in combination latch. $8,850

POST MASTERS	POST CAPS
YES NO	yes NO

GATE SWING
INSIDE: ☐
OUTSIDE: ☐



Fifty Percent (50%) of this contract price is due upon signing this contract, the remaining balance is due upon completion. Failure to comply with this paragraph will be deemed a breach of contract voiding all warranties and guarantees. A 1.5% interest will be added to the monthly balance until balance is paid in full. **No materials will be ordered or job scheduled until a deposit is obtained.** Work Delay: Time is not of the essence in completion. Time is not of the essence in completing installation of the new fence or in completing any work agreed to in this contract. Golden Fence Inc., will work diligently to ensure that the job contracted for is completed on time but makes no guarantees. No guarantees are made for completion/installation time because situations can occur from including but not limited to weather, nature, supply and material shortage, work strikes, and acts of God which result in work being stopped. **CANCELLATION POLICY:** You have three (3) days to cancel this contract after signing in which you can cancel for any reason and receive 100% of your deposit back and terminate this contract. After the three (3) day period has passed if you cancel this contract before work has started Golden Fence Inc., will charge twenty-five (25%) percent of the contract price. You may not cancel this contract once work has started, if you do, it will be considered a breach of contract. **Golden Fence, Inc. is not responsible nor will be held responsible for private utilities or NON-J.U.L.I.E. related items such as, but not limited to, sprinkler systems, invisible fences, underground piping of any sort, etc.**

THIS PROPOSAL IS VOID IF NOT ACCEPTED WITHIN 30 DAYS.

2% Fee For All Credit/Debit Card Transactions

ACCEPTANCE OF PROPOSAL

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal for which I agree to pay the amount mentioned in said proposal and in accordance with the terms thereof. I agree to pay all costs of collection including attorney fees and interest for sums which may become due under this contract.

Signature _____

Date _____, 20____

Respectfully submitted by:

Your signature confirms you have read both sides of this Contract and agree to the information presented.

WHITE - OFFICE COPY YELLOW - CUSTOMER'S COPY

Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: December 2, 2025

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Special Use Permit for a Drive-Through Limited Service Restaurant adjacent to a residence with Variations from:

a. The requirement to have a dedicated bypass only lane
b. The maximum hard-surface coverage of 65% to allow 69.7%
c. The buffer requirement of a trash enclosure to a residential property line
d. The minimum number of parking spaces to allow six

Sumish Parikh, applicant
154 S. Virginia Street

PZC Recommendation: To approve the Planning and Zoning Commission (PZC) recommendation and adopt an Ordinance granting the Special Use Permit and Variations for Dunkin Donuts at 154 S. Virginia Street

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

Background:

- Request: The request is for a Special Use Permit for fast food drive-through use adjacent to a residential use with Variations.
- Land Use: The land use map shows the area as Commerce. This land use designation is appropriate for this use.
- Zoning: The site is zoned B-2. The use of the property as a Limited Service Restaurant is appropriate.
- Site Analysis: The main access into the site is from Virginia Street (Route 14). Traffic patterns during their peak hours in the AM function as a right-in / right-out with customers entering from Route 14 and exiting back to head east on Route 14.
- Building Analysis: The building is designed with high quality Hardi Board siding in modern neutral colors with Dunkin Donuts signature colors as accents.
- The building meets all the Design Standards.

- Variations: The petitioner is requested several variations on the site.
    - The requirement to have a dedicated bypass only lane. The site has a double drive-through. Originally, this outside lane would be the mobile bypass where customers would cut around and feed into the main drive-through stacking inside lane. Due to concerns over possible stacking close to Route 14, staff required a second order board for this outside lane as well.
    - The maximum hard surface coverage of 65% to allow 69.7%. The drive-through use dictates a higher amount of paved surface for maneuvering around the site. To mitigate this overage, the petitioner is installing water quality treatment improvements on the site in the form of rain gardens.
    - The buffer from a residence for a trash enclosure. The UDO states that trash containers serving nonresidential uses shall not be located in a yard abutting residential property. The trash is located along the west side of the site, which is along the shared property line with the residence. Trash enclosures also cannot be located in any yard abutting a street limiting the location of the enclosure to the west and northwest side of the site.
    - The parking requirement of 13 spaces to allow 6 spaces. The parking requirement for limited service restaurants is based on the gross square footage of the restaurant. This accounts for the parking needed for the customer area inside the facility. There is no inside seating and only a pick up window for mobile orders. The parking is for the employees and is sufficient based on the maximum number of employees on the largest shift.

PZC Highlights:

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

- The PZC had several questions about the on-site circulation and traffic, which staff and the petitioner answered.
- The Commission felt they met the Findings of Fact.

The Planning and Zoning Commission recommended **approval (4-1)** of the petitioner's request.

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
    A. Application (Sumish, received 01/17/25)
    B. Site Plan/Engineering (Larson Engineering, dated 10/17/25, received 10/27/25)
    C. Landscape Plan (Dowden Design Group, dated 10/17/25, received 10/27/25)
    D. Floor Plan (Steep Architecture Studio, dated 12/16/21, received 08/11/25)
    E. Elevations (Architects 127, dated 12/17/21, received 08/11/25)
    F. Traffic Study (GHA, dated 06/04/25, received 06/04/25)
    G. Photometric Plan (Villa Lighting, dated 11/06/25, received 11/06/25)

2. Create an operations plan for opening that discusses onsite circulation, traffic control and alternatives if stacking and backups on Route 14 occur. Work with staff on the operations plan.

3. Lighting.

A. The light plan must be revised to meet the ordinance of 0.3 foot candles at the property lines adjacent to residential uses.
B. Lighting standard must meet the Virginia Street Corridor standard. Provide cut sheets for wall packs and pole lighting for staff review.

4. Landscape plan:
   A. No more than 10% of landscape beds can be nonliving materials such as mulch or gravel.
   B. Install larger plant material along Virginia Street for parking lot screening. Replace some plugs with established native plants of the same species.
   C. Work with staff on the final landscape plan along the perimeter of the property. There appears to be room for additional plantings.

5. The petitioner shall address all of the review comments and requirements of the Community Development Department, Engineering and Public Works Department, the City's Stormwater Consultant Christopher B. Burke and the City's Traffic Consultant Gewalt Hamilton.

6. **The petitioner with work with staff to mitigate the ingress and egress on Lake Shore Drive during peak hours for safety. Added by the PZC**

Votes Required to Pass: A simple majority vote

Acknowledgement Form

Regarding the Special Use Permit for the Dunkin Donuts at 154 Virginia Street, 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: 11-26-2025
Signature

Recommended Conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Sumish, received 01/17/25)
   B. Site Plan/Engineering (Larson Engineering, dated 10/17/25, received 10/27/25)
   C. Landscape Plan (Dowden Design Group, dated 10/17/25, received 10/27/25)
   D. Floor Plan (Steep Architecture Studio, dated 12/16/21, received 08/11/25)
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   G. Photometric Plan (Villa Lighting, dated 05/15/25, received 10/27/25)

2. Create an operations plan for opening that discusses onsite circulation, traffic control and alternatives if stacking and backups on Route 14 occur. Work with staff on the operations plan.

3. Lighting.
   A. The light plan must be revised to meet the ordinance of 0.3 foot candles at the property lines adjacent to residential uses.
   B. Lighting standard must meet the Virginia Street Corridor standard. Provide cut sheets for wall packs and pole lighting for staff review.

4. Landscape plan:
   A. No more than 10% of landscape beds can be nonliving materials such as mulch or gravel.
   B. Install larger plant material along Virginia Street for parking lot screening. Replace some plugs with established native plants of the same species.
   C. Work with staff on the final landscape plan along the perimeter of the property. There appears to be room for additional plantings.

5. The petitioner shall address all of the review comments and requirements of the Community Development Department, Engineering and Public Works Department, the City's Stormwater Consultant Christopher B. Burke and the City's Traffic Consultant Gewalt Hamilton.

6. The petitioner with work with staff to mitigate the ingress and egress on Lake Shore Drive during peak hours for safety.

PIQ Map
154 S. Virginia Street



DRAFT

Ord. No.
File No.

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AND VARIATIONS TO ALLOW A LIMITED SERVICE DRIVE-THROUGH RESTAURANT FOR DUNKIN DONUTS AT 154 S. VIRGINIA STREET

WHEREAS, pursuant to the terms of a Petition (File #PLN-2025-08) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Special Use Permit with Variation to allow a Drive-Through Limited Service Restaurant with no dedicated bypass lane, maximum hard surface coverage of 69.7%, a trash enclosure abutting a residential property and a maximum of 6 parking space for a Dunkin Donuts at 154 S. Virginia Street; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on November 1, 2025 in the Northwest Herald, held a public hearing at 7:00 p.m., on November 19, 2025 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit; and

WHEREAS, on November 19, 2025, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Special Use Permit with Variations be approved, as documented in the minutes, and

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

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

Section I: That a Special Use Permit with Variation to allow a Drive-Through Limited Service Restaurant with no dedicated bypass lane, maximum hard surface coverage of 69.7%, a trash enclosure abutting a residential property and a maximum of 6 parking space for a Dunkin Donuts at 154 S. Virginia Street (19-06-204-025), Crystal Lake, IL is hereby approved with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Sumish, received 01/17/25)
   B. Site Plan/Engineering (Larson Engineering, dated 10/17/25, received 10/27/25)
   C. Landscape Plan (Dowden Design Group, dated 10/17/25, received 10/27/25)
   D. Floor Plan (Steep Architecture Studio, dated 12/16/21, received 08/11/25)

E. Elevations (Architects 127, dated 12/17/21, received 08/11/25)
F. Traffic Study (GHA, dated 06/04/25, received 06/04/25)
G. Photometric Plan (Villa Lighting, dated 11/06/25, received 11/06/25)

2. Create an operations plan for opening that discusses onsite circulation, traffic control and alternatives if stacking and backups on Route 14 occur. Work with staff on the operations plan.

3. Lighting.
   A. The light plan must be revised to meet the ordinance of 0.3 foot candles at the property lines adjacent to residential uses.
   B. Lighting standard must meet the Virginia Street Corridor standard. Provide cut sheets for wall packs and pole lighting for staff review.

4. Landscape plan:
   A. No more than 10% of landscape beds can be nonliving materials such as mulch or gravel.
   B. Install larger plant material along Virginia Street for parking lot screening. Replace some plugs with established native plants of the same species.
   C. Work with staff on the final landscape plan along the perimeter of the property. There appears to be room for additional plantings.

5. The petitioner shall address all of the review comments and requirements of the Community Development Department, Engineering and Public Works Department, the City's Stormwater Consultant Christopher B. Burke and the City's Traffic Consultant Gewalt Hamilton.

6. The petitioner with work with staff to mitigate the ingress and egress on Lake Shore Drive during peak hours for safety.

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

DRAFT

Ord. No.
File No.

Section III: 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 2nd day of December, 2025.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
CITY CLERK

Passed: December 2, 2025
Approved: December 2, 2025

#2025-08
154 S. Virginia Street – Special Use Permit &Variations
Project Review for Planning and Zoning Commission

Meeting Date: November 19, 2025

Requests: Special Use Permit for a Drive-Through Limited Service Restaurant adjacent to a residence with Variations from:

a. Article 2 from the drive-through standards to have a bypass lane.
b. Article 3 from the maximum hard surface coverage of 65% to allow 69.7%, a variation of 4.7%
c. Article 4 to allow a trash enclosure abutting a residential property
d. Article 4 from the required parking of 13 parking spaces to allow 6 spaces, a variation of 7 spaces.

Location: 154 Virginia Street

Acreage: Approximately 16,761 square feet

Existing Zoning: B-2 General Commercial

Surrounding Properties:

North:	B-2 General Commercial
South:	B-2 General Commercial
East:	(Across Route 14) O Office
West:	R-3A Two Family Residential and R-3B Multi-Family Residential

Staff Contact: Elizabeth Maxwell (815.356.3615)

Background:

- Existing Use: The site is a former auto repair shop. The building has been vacant for some time.
- UDO Requirements: The Unified Development Ordinance (UDO) states that a drive-through use adjacent to a residential use shall be a Special Use Permit.
- The petitioner would reuse the existing building by removing the grass area to make room for the drive-through lanes. The position of the building makes it difficult to meet the drive-through requirements and there is concern with stacking onto Route 14. Early on in the process staff suggested demolishing the building and building new building closer to Route 14 to accommodate a longer drive-through queue, a bypass lane and buffer to the adjoining residential property.

Development Analysis:

General

- Request: The request is for a Special Use Permit for fast food drive through use adjacent to a residential use with Variations.
- Land Use: The land use map shows the area as Commerce. This land use designation is appropriate for this use.
- Zoning: The site is zoned B-2. The use of the property as a Limited Service Restaurant is appropriate.

Site Plan

- The primary access is from Route 14 / Virginia Street as a full access on the northeastern corner of the site.
- There are two drive-through lanes each with an ordering board. The outside lane also functions for mobile ordering and allows patrons to pull around and merge into the main lane to get to the pickup window.
- There is no inside seating just a walk up window and the drive-through reducing the need for traditional parking requirements. The parking is for walk up customers and employees.
- Customers can exit back onto Route 14 or onto Lake Shore Drive.
- The site plan includes the recommendations from the traffic consultant's review.

Landscape

- Landscape is planned around the site with a large rain garden along Route 14 to comply with watershed requirements.
- Foundation base landscape is proposed around the building.
- There is a solid fence and shrubs proposed along the west side adjacent to the residential property.

Elevations

- The building is constructed of Hardi Board panels and siding, which is a masonry product.
- They are illustrating a thick black top cap to the building. A dark charcoal brick base and black metal canopy. Vertical siding allows the main tower element to stand out from the rest of the structure.
- The color scheme is classic and bold. White and black contract with accents of pink and orange in the signage.
- The building meets the design standards.

Comprehensive Land Use Plan 2030 Plan Review:

The Comprehensive Plan designates the subject property as Commerce, which allows for existing and future commercial, service and office uses. The following goals are applicable to this request:

Land Use - Commerce

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

This can be accomplished with the following supporting action:

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

Economic Development – Revitalize and Enhance Key Commercial Corridors

Goal: Establish funding sources and work with property owners to assist with and encourage the redevelopment of commercial areas.

Economic Development – Attract and Retain Businesses

Goal: Establish marketing efforts to attract and retain businesses throughout the City.

This can be accomplished with the following supporting action:

Supporting Action: Continue to solicit the retail businesses which are most likely to succeed in various retail nodes in Crystal Lake.

Success Indicator: The number of retail businesses – grocery, restaurants, coffee/juice shops, apparel, electronics, and comparison goods – contacted, started and/or relocated.

Findings of Fact:

SPECIAL USE PERMIT

The petitioner has requested a Special Use Permit to allow a Drive-Through Limited Service restaurant. Special Uses require a separate review because of their potential to impact surrounding properties and the orderly development of the City. Section 2-400 B of the Unified Development Ordinance establishes standard for all Special Uses in Crystal Lake. The criteria are as follows:

1. The use is necessary or desirable, at the proposed location, to provide a service or facility which will further the public convenience and general welfare.

   ☒ *Meets* ☐ *Does not meet*

2. The use will not be detrimental to area property values.

   ☒ *Meets* ☐ *Does not meet*

3. The use will comply with the zoning districts regulations.

   ☒ *Meets* ☐ *Does not meet*

4. The use will not negatively impact traffic circulation.

   ☒ *Meets* ☐ *Does not meet*

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

   ☒ *Meets* ☐ *Does not meet*

6. The use will not negatively impact the environment or be unsightly.

   ☒ *Meets* ☐ *Does not meet*

7. The use, where possible will preserve existing mature vegetation, and provide landscaping and architecture, which is aesthetically pleasing, compatible or complementary to surrounding properties and acceptable by community standards.

   ☒ *Meets* ☐ *Does not meet*

8. The use will meet requirements of all regulating governmental agencies.

   ☒ *Meets* ☐ *Does not meet*

9. The use will conform to any conditions approved as part of the issued Special Use Permit.

   ☒ *Meets* ☐ *Does not meet*

10. The use will conform to the regulations established for specific special uses, where applicable.

    ☒ *Meets* ☐ *Does not meet*

DRIVE THROUGH

Drive-Through Uses. All drive-through uses must comply with the following standards:

1. General:
   a. Drive-through windows and lanes shall not be placed between the right-of-way of the primary street and the associated building.

      ☒ *Meets* ☐ *Does not meet*

   b. Drive-through windows and lanes shall be placed to the side or rear of the building served. Where allowed, as part of a planned unit development approval or through a variation, drive-through windows and lanes placed between the right-of-way of primary street and the associated building shall require landscape plantings installed and maintained along the entire length of the drive-through lane, located between the drive-through lane and the adjacent right-of-way in accordance with the provision of Section 4-400, Landscaping and Screening standards..

☒ *Meets* ☐ *Does not meet*

c. Drive-through windows shall not be permitted on the side of a building adjoining any residential property.

☒ *Meets* ☐ *Does not meet*

2. Special Use Required. Where a drive-through is adjacent to a residential property, a special use is required.

☒ *Meets* ☐ *Does not meet*

3. Stacking space criteria: Stacking spaces shall be provided for any use having a drive-through. The following general standards shall apply to all stacking spaces for drive-through stations:

☒ *Meets* ☐ *Does not meet*

a. Stacking spaces and lanes for drive-through stations shall not impede on and off-site traffic movement, shall not cross or pass through off street parking areas, and shall not create a potentially unsafe condition where crossed by pedestrian access to a public entrance of a building.

☒ *Meets* ☐ *Does not meet*

b. Drive-through lanes shall be separated from off-street parking areas. Individual lanes shall be striped, marked, or otherwise distinctly delineated.

☒ *Meets* ☐ *Does not meet*

c. Bypass lanes and other parking lot drive aisles immediately adjacent to the drive-through lanes(s) shall maintain the same direction of traffic flow as the drive-through.

☒ *Meets* ☐ *Does not meet*

d. Approach lanes for drive-through facilities shall have a minimum width of 12 feet as measured from the face of the curb. The City Engineer may administrate approve the following reductions in width for constrained sites:

One lane: Reduction to 11 feet

Two or more lanes: Reduction to 10 feet per lane.

☒ *Meets* ☐ *Does not meet*

e. All drive-through facilities shall be provided with a bypass lane with a minimum width of 10 feet.

☐ *Meets* ☒ *Does not meet*

f. Alleys or driveways in residentially zoned areas adjacent to drive-through facilities shall not be used for the circulation of customer traffic.

☒ *Meets* ☐ *Does not meet*

g. Each stacking space shall be a minimum of 10 feet wide by 20 feet long.

☒ *Meets* ☐ *Does not meet*

h. All drive-through facilities shall be provided with an "escape" route from an existing queue.

☐ *Meets* ☒ *Does not meet*

i. Estimates of anticipated drive-through traffic, processing rates, or other operational data from other existing comparable facilities shall be provided.

☒ *Meets* ☐ *Does not meet*

4. Required number of stacking spaces for specific uses: The required number of stacking spaces are to be provided before the location of the first stop (order window, order pedestal, order board, etc.) The uses below shall provide the following minimum numbers of stacking spaces:

☒ *Meets* ☐ *Does not meet*

a. Limited service (fast food) restaurant. Total nine stacking spaces with a minimum of four stacking spaces between the order board and the pick-up window.

☒ *Meets* ☐ *Does not meet*

5. Traffic Study: A traffic study or impact analysis will be required if, in the opinion of the City Engineer, the standards provided in this section cannot be met or where the traffic impact for the proposed use reaches or exceeds the threshold for requiring a traffic study or analysis.

☒ *Meets* ☐ *Does not meet*

VARIATION

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

Standards

When evidence in a specific case shows conclusively that literal enforcement of any provision of

this Ordinance would result in a practical difficulty or particular hardship because:

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

☒ *Meets* ☐ *Does not meet*

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

☒ *Meets* ☐ *Does not meet*

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

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

☒ *Meets* ☐ *Does not meet*

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

☒ *Meets* ☐ *Does not meet*

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

☒ *Meets* ☐ *Does not meet*

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

☒ *Meets* ☐ *Does not meet*

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

Recommended Conditions:

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

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Sumish, received 01/17/25)

B. Site Plan/Engineering (Larson Engineering, dated 10/17/25, received 10/27/25)
C. Landscape Plan (Dowden Design Group, dated 10/17/25, received 10/27/25)
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2. Create an operations plan for opening that discusses onsite circulation, traffic control and alternatives if stacking and backups on Route 14 occur. Work with staff on the operations plan.

3. Lighting.
   A. The light plan must be revised to meet the ordinance of 0.3 foot candles at the property lines adjacent to residential uses.
   B. Lighting standard must meet the Virginia Street Corridor standard. Provide cut sheets for wall packs and pole lighting for staff review.

4. Landscape plan:
   A. No more than 10% of landscape beds can be nonliving materials such as mulch or gravel.
   B. Install larger plant material along Virginia Street for parking lot screening. Replace some plugs with established native plants of the same species.
   C. Work with staff on the final landscape plan along the perimeter of the property. There appears to be room for additional plantings.

5. The petitioner shall address all of the review comments and requirements of the Community Development Department, Engineering and Public Works Department, the City's Stormwater Consultant Christopher B. Burke and the City's Traffic Consultant Gewalt Hamilton.

City of Crystal Lake
Development Application

Office Use Only
File # _____

Project Title: Quick Service Restaurant Drive Thru Only

Action Requested

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

Petitioner Information

Name: Star Coffee of Virginia LLC
Address: 709 Oak Hollow Court Crystal Lake, IL 60014
Phone: 773-425-7810
Fax:
E-mail:

Owner Information (if different)

Name: Lotus Real Estate LLC
Address: 709 Oak Hollow Court Crystal Lake, IL 60014
Phone: 773-425-7810
Fax:
E-mail:

Property Information

Project Description:

Project Address/Location: 154 South Virginia Ave Crystal Lake 60014

PIN Number(s): 19-06-204-025

Development Team

Please include address, phone, fax and e-mail

Developer: RESA Construction Inc. 711 N Elmhurst Road Prospect Heights, IL 60070Phone: (847) 850-5510 Fax: (847) 850-5509

Architect: Koru Group, PLLC 2135 City Gate Lane, Suite 330 Naperville, IL 60563 Office Main: 331-444-KORU(5678) x108 Office Direct: 331-256-9791

Attorney: Brandy S. Quance Zukowski, Rogers, Flood & McArdle 50 Virginia Street Crystal Lake, IL 60014 815-459-2050; 815-459-9057 FAX

Engineer: Larson Engineering, Inc. 1488 Bond Street, Suite 100 Naperville, IL 60563-6503 630.357.0540 Fax: 630-357-0164

Landscape Architect: Dowden Design Group P.O. Box 415, Libertyville, IL 60048 Office: (847) 362~1254

Planner:

Surveyor: Vanderstappen Land Surveying, Inc 1316 N. Madison Street Woodstock, IL 60098 815-502-5516 (Direct) 815-337-8314 (Fax)

Other:

Signatures

Sumish Parikh — 12-1-2024

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.

Sumish Parikh — 12-1-2024

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.

CRYSTAL LAKE PLANNING AND ZONING COMMISSION
WEDNESDAY, NOVEMBER 19, 2025
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, commissioners, Jeff Greenman, Bill Gronow, Kathy Repholz, Al Skluzacek, and Scott Smith were present. Stacy Mason and Laura Dzielski were absent. Mr. Greenman confirmed that a quorum was present.

City Planner Elizabeth Maxwell, Assistant City Planner Darrell Moore and City Engineer Abby Wilgreen were present from staff.

Mr. Greenman informed those in attendance that the meeting was being recorded for broadcast and future playback on the City's website. He led the group in the Pledge of Allegiance.

2025-08 – 154 VIRGINIA STREET – DUNKIN DONUTS – SPECIAL USE PERMIT AND VARIATIONS

Special Use Permit to allow a drive-through limited service restaurant adjacent to a residence with Variations from maximum hard surface coverage, the requirement for a bypass lane, allowing a trash enclosure adjacent to a residence, and the minimum parking requirement.

Petitioner, Sumish Parikh, stated he intends to construct his third Dunkin' Donuts in Crystal Lake. He proposed a drive-through only operation to serve the surrounding community. He is a 40-year Crystal Lake resident and has operated Dunkin' locations for over 20 years. He noted the proposal would update and beautify the Virginia Street Corridor.

Mr. Greenman asked if the petitioner had reviewed the staff report and conditions. Mr. Parikh confirmed he had and was comfortable meeting all conditions, including lighting, landscaping, and operations planning.

Mr. Greenman opened the public comment portion of the public hearing.

Erin Philpot, 186 Lake Shore Dr, opposed the request, stating the site is inappropriate due to proximity to residences and existing traffic issues. She noted stacking concerns, outdated stacking data, the presence of school bus stops, bike lanes, and inadequate parking.

Jen Oliver, 195 Lake Shore Dr, also opposed the request, citing ongoing congestion from Lake Roots Coffee causing queues on Dole Avenue. She stressed safety concerns for children at a bus stop approximately 60 feet from subject location.

Mr. Parikh addressed public comments and expressed his understanding to public concerns, particularly about school buses. He emphasized that drive-through-only locations require minimal parking, with parking only needed for the 4-5 employees that will be working during business hours. He noted that operations have become significantly faster since 2020, and that more customers would enter from Virginia Street. He noted the walk-up window is for mobile orders only, not general customer walk ups.

Mr. Greenman closed the public comment portion of the hearing and turned to staff to present the staff report.

Ms. Maxwell outlined the request, including variations for hard surface coverage, bypass lane, parking, and trash enclosure location. She explained how the site complies with architectural standards using neutral classic color palette and dark trim elements in the brick base, canopy and roof top cap. The walk-up window would be for mobile orders only.

Ms. Wilgreen summarized coordination with the traffic consultant. A second order board was added at the City's request to prevent stacking on Route 14. Historical IDOT practices suggest difficulty in obtaining two full access points on Route 14. The petitioner will need to submit to IDOT for approval with the change of use and it very likely they will require at least one of the drives onto Route 14 be closed.

Ms. Repholz stated she does not support the Special Use Permit for this property due to location and proximity to residential homes.

Mr. Gronow felt the location itself could work, but expressed concern about the site restraints, limited parking, and escape routes. He understood neighborhood concerns regarding traffic.

Mr. Smith asked petitioner if two-lane configurations where a person could exit and bring the drinks out rather than an order pick up window were ever considered. Mr. Parikh noted that Dunkin' Corporate has no standard for a permanent dual-lane layout. He explored the possibility of eliminating the Lake Shore Drive access, but acknowledged the challenge of providing adequate egress. Mr. Smith's primary concern was traffic, though he recognized the petitioner's long-term effort to refine the site plan.

Mr. Greenman struggled with the impact to Lake Shore Drive, particularly during school bus hours. He stated he could not support the current layout, even if the overall use could be acceptable. He asked whether reorienting the building could improve circulation. Ms. Wilgreen indicated the site is constrained by both Route 14 and Lake Shore Drive, and significant layout improvements were unlikely to change the access points. Mr. Greenman noted that even limited peak-hour impacts pose concerns given residential adjacency.

Mr. Greenman asked petitioner if he was comfortable looking into traffic mitigation strategies in regards to Lake Shore Drive. Mr. Parikh reiterated his intent to avoid impacting neighbors and was willing to add signage or mitigation measures.

Mr. Smith made a motion to approve the request with the following conditions, including an added condition to work with staff on mitigation techniques for Lake Shore Drive during peak hours to enhance traffic flow:

1. Approve plans, reflecting staff and advisory board recommendations, as approved by the City Council.
    A. Application (Sumish, received 01/17/25)
    B. Site Plan/Engineering (Larson Engineering, dated 10/17/25, received 10/27/25)
    C. Landscape Plan (Dowden Design Group, dated 10/17/25, received 10/27/25)
    D. Floor Plan (Steep Architecture Studio, dated 12/16/21, received 08/11/25)
    E. Elevations (Architects 127, dated 12/17/21, received 08/11/25)
    F. Traffic Study (GHA, dated 06/04/25, received 06/04/25)
    G. Photometric Plan (Villa Lighting, dated 05/15/25, received 10/27/25)

2. Create an operations plan for opening that discusses onsite circulation, traffic control and alternatives if stacking and backups on Route 14 occur. Work with staff on the operations plan.

3. Lighting:
    A. The light plan must be revised to meet the ordinance of 0.3 foot candles at the property lines adjacent to residential uses.
    B. Lighting standard must meet the Virginia Street Corridor standard. Provide cut sheets for wall packs and pole lighting for staff review.

4. Landscape Plan:
    A. No more than 10% of landscape beds can be nonliving materials such as mulch or gravel.
    B. Install larger plant material along Virginia Street for parking lot screening. Replace some plugs with established native plants of the same species.
    C. Work with staff on the final landscape plan along the perimeter of the property. There appears to be room for additional plantings.

5. The petitioner shall address all of the review comments and requirements of the Community Development Department, Engineering and Public Works Department, the City's Stormwater Consultant Christopher B. Burke and the City's Traffic Consultant Gewalt Hamilton.

6. The petitioner with work with staff to mitigate the ingress and egress on Lake Shore Drive during peak hours for safety

Ms. Repholz seconded the motion. On roll call vote Members Skluzacek, Gronow, Smith, and Greenman voted yes. Ms. Repholz voted no. Motion passed 4-1.

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

Project Traffic Review #2

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

From: Dan Brinkman, P.E., PTOE

Date: June 4, 2025

Subject: Proposed Dunkin' Crystal Lake Redevelopment
154 S Virginia Street
US Rte 14 at Lake Shore Drive
Crystal Lake, Illinois

Per your request, Gewalt Hamilton Associates, Inc. (GHA) has reviewed the following documents provided for the above referenced project related to traffic, parking, and on-site circulation:

1. Geometric and Paving Plan (Sheet C3.0) prepared by Larson Engineering, Inc. last revised February 25, 2025.
2. Memorandum to Sumish Parikh from Stephen Corcoran of Eriksson Engineering Associates, Ltd. dated June 11, 2015, regarding a proposed Dunkin Donuts on Northwest Highway in Cary, Illinois.
3. Email to Abigail Wilgreen from Sumish Parikh dated May 20, 2024, regarding proposed operations at the subject site.

It is our understanding that the proposed location will operate as a **drive-thru only**, with no opportunities for customers to park and walk into the building to make purchases. Our analysis assumes all transactions occur via the drive-thru lane(s).

Access / Circulation

- One of the two existing access driveways along US Rte 14 (S Virginia Street) is shown to remain operational for the proposed Dunkin' development. This driveway is approximately 28 feet wide on-site and is expected to operate as a full-movement driveway. The on-site curb is not shown connecting / aligning with the existing curb within the US Rte 14 ROW where the access is approximately 25-feet wide. *We recommend that the on-site curb and access be widened to provide for additional stacking in the "Mobile Order" queue and be clearly marked for two-way (full) movements.* Exiting traffic should be under Stop sign control at the driveway.
- As the proposed use is more intense than the previous auto repair facility, access to US Rte 14 will require review and approval from the Illinois Department of Transportation (IDOT). Considering the pattern of adjacent development, we believe it is likely that IDOT will allow one full-movement driveway for the proposed project.
- The second / eastern driveway (the one closest to Lake Shore Drive) is shown as remaining and simply not connected to the proposed parking lot. This access should be completely removed and the curb along US Rte 14 be restored.
- The existing access to Lake Shore Drive is shown as being widened to 24-feet, which will provide adequate width for two-way traffic.
- While most movements in and out of the US Rte 14 drive are expected to be right turns, most turns onto Lake Shore Drive exiting the site are expected to be left turns. The location of the existing/proposed Lake Shore Drive access with respect to US Rte 14 provides limited stacking on Lake Shore Drive to accommodate vehicles exiting the site and attempting to make right or left turns onto US Rte 14.

- A proposed trash enclosure is located at the northwest corner of the subject site accessed via the drive thru and bypass lanes. It is our experience / understanding that deliveries and trash removal typically occur within the drive-thru and bypass lanes during off-peak hours.

Stacking

- The unscaled "Stacking Illustration" on Larson's sheet C3.0 shows nine (9) vehicles between the drive-up window and the existing curb along US Rte 14, four (4) of those from the "order sign" to the curb on US Rte 14. Three (3) additional vehicles are shown stacked in the "Mobile Order" line. Per the City's Unified Development Ordinance eight (8) spaces are required for "Restaurant, with Drive-Through Coffee/Smoothie/Donut/Bakery" sales with four (4) spaces between the "order box" and the pick-up window (which is provided).
- The 2015 Eriksson Engineering memorandum references parking and queuing observations of Dunkin Donuts facilities completed by Gewalt Hamilton Associates, Inc. in 2011. These observations were updated in July 2017 and September 2019 (see attached). Of the eight (8) locations observed, most had an average Morning Peak Period queue of six (6) spaces from the "order sign" with a maximum observed queue of ten (10) spaces from the "order sign".
- A majority (85% per the operations email) of Dunkin' business is conducted via the drive-thru and is typically a function of adjacent street traffic. The average adjacent street volume from the previous study was 26,362 vehicles per day. For reference, in comparison to the sites observed in 2017 and 2019, US Rte 14 carried 25,600 vehicles per day in 2023 along the site frontage.
- The operations email indicates increased usage of mobile ordering, but once there are three (3) vehicles at the "order sign" the mobile order/bypass lane is not accessible.
- Drive through customers are generally interested in convenience and should the queue extend beyond 4-5 vehicles, we feel that it is unlikely that traffic would "sit" on US Rte 14. More likely they would enter the site from Lake Shore Drive and create a second queue across the front of the building.
- Drive-thru stacking could theoretically be increased by one space by moving the "order sign" closer to the pick-up window. Any vehicles that attempted to extend the stacking on-site along the front of the building (parallel to US Rte 14) would effectively block the parking spaces and the on-site circulation.

Parking

- A total of six (6) parking spaces are proposed, including two parallel spaces only accessible from the Drive Thru lanes and one handicapped accessible space. Per the City's Unified Development Ordinance 1 space for each 100 square feet of gross floor area is required. The 1,314 square foot building requires thirteen (13) spaces. However, as the proposed project is within the City's Virginia Street Corridor Overlay District a reduction to 70% of the required parking is allowed. Accordingly, the requirement for the proposed building would be nine (9) spaces. The site is short three (3) spaces from the reduced requirement.
- The 2015 Eriksson Engineering memorandum also references Institute of Transportation Engineers (ITE) parking data. See attached a chart from the current 6th Edition of the ITE *Parking Generation Manual.* Per the ITE data, the proposed Dunkin' would be expected to have a peak parking demand of seven (7) spaces, two more than are provided (not including the accessible space).
- The average parking demand observed in 2017 and 2019 was 6.875 or approximately seven (7) spaces consistent with the ITE data. Peak parking demands as high as thirteen (13) spaces were observed.
- It is possible that the parking supply is sufficient (depending on the number of employees expected), being only one short of other observed peak demands in the Chicago area and the estimated ITE peak, and the heavy reliance on drive-thru traffic during the Morning Peak periods.
- Employees should be required to park in the parallel spaces along the Drive-thru.
- For reference, there is no parking allowed along Lake Shore Drive.

Summary and Recommendations

- The proposed Dunkin' site as proposed on the attached site plan is deficient in parking supply per City Code, but meets the minimum of eight (8) stacking spaces.
- As the proposed use is more intense than the previous auto repair facility, access to US Rte 14 will require review and approval from the Illinois Department of Transportation (IDOT). Considering the pattern of adjacent development, we believe it is likely that IDOT will allow one full-movement driveway for the proposed project.
- We recommend that the on-site curb and existing west access be widened to provide for additional stacking in the "Mobile Order" queue and be clearly marked for two-way (full) movements.
- The second / eastern driveway (the one closest to Lake Shore Drive) is shown as remaining and simply not connected to the proposed parking lot. This access should be completely removed and the curb along US Rte 14 be restored.
- The existing access to Lake Shore Drive is shown as being widened to 24-feet, which will provide adequate width for two-way traffic.
- The petitioner could consider widening the approach to the drive thru and providing a double drive thru that could provide additional stacking spaces (this would require a variance to not provide a full bypass lane). It may be possible to provide a total of eight (8) stacking spaces in two queues of four (4) vehicles between "order signs" and the US Rte 14 curb line while maintaining space to get back to a single line before the "pick-up window".
- The petitioner could also consider an alternative of removing both existing US Rte 14 driveways and constructing a new access on US Rte 14 that allows cars full-movements in and out while also providing appropriate stacking space.
- The location and orientation of the building appear to be limiting / dictating some of the operations. The Petitioner could consider demolishing the existing building and constructing a purpose-built facility that would provide greater flexibility for on-site circulation and improved stacking capacity.

6096.900 CL Dunkin Donuts TPR#2-060425.docx

Exhibit 2
Dunkin' Brands Coffee Shop Survey Data Summary - July 2017 and September 2019

Group 1 - Morning Peak Period (6 AM to 9 AM) - July 2017

Location	Parking Demand Maximum	Parking Demand Average	Drive-Thru Queue Maximum	Drive-Thru Queue Average	Drive-Thru Average Service Time	Annual Average Daily Traffic (Year)
Chicago, IL 6332 N. Broadway	9	5	10	6	2:25	20,000 (2018)
Round Lake Beach, IL 369 Rollins Rd	13	10	7	6	2:26	33,000 (2016)
Northbrook, IL 2775 Dundee Rd	13	8	9	6	1:51	29,900 (2017)
Niles, IL 8080 N. Milwaukee	7	4	7	5	2:23	29,600 (2017)
Waukegan, IL 2900 Belvidere Rd	9	8	7	4	2:19	27,900 (2017)

Group 2 - Morning Peak Period (6 AM to 9 AM) - September 2019

Location	Parking Demand Maximum	Parking Demand Average	Drive-Thru Queue Maximum	Drive-Thru Queue Average	Drive-Thru Average Service Time	Annual Average Daily Traffic (Year)
Chicago, IL. 6250 N. Clark Avenue	6	5	7	5	1:20	15,000 (2018)
Chicago, IL. 3132 W. Devon Avenue	7	6	7	6	1:08	24,800 (2018)
Chicago, IL. 3401 W. Peterson Avenue	10	9	9	6	1:33	30,700 (2017)

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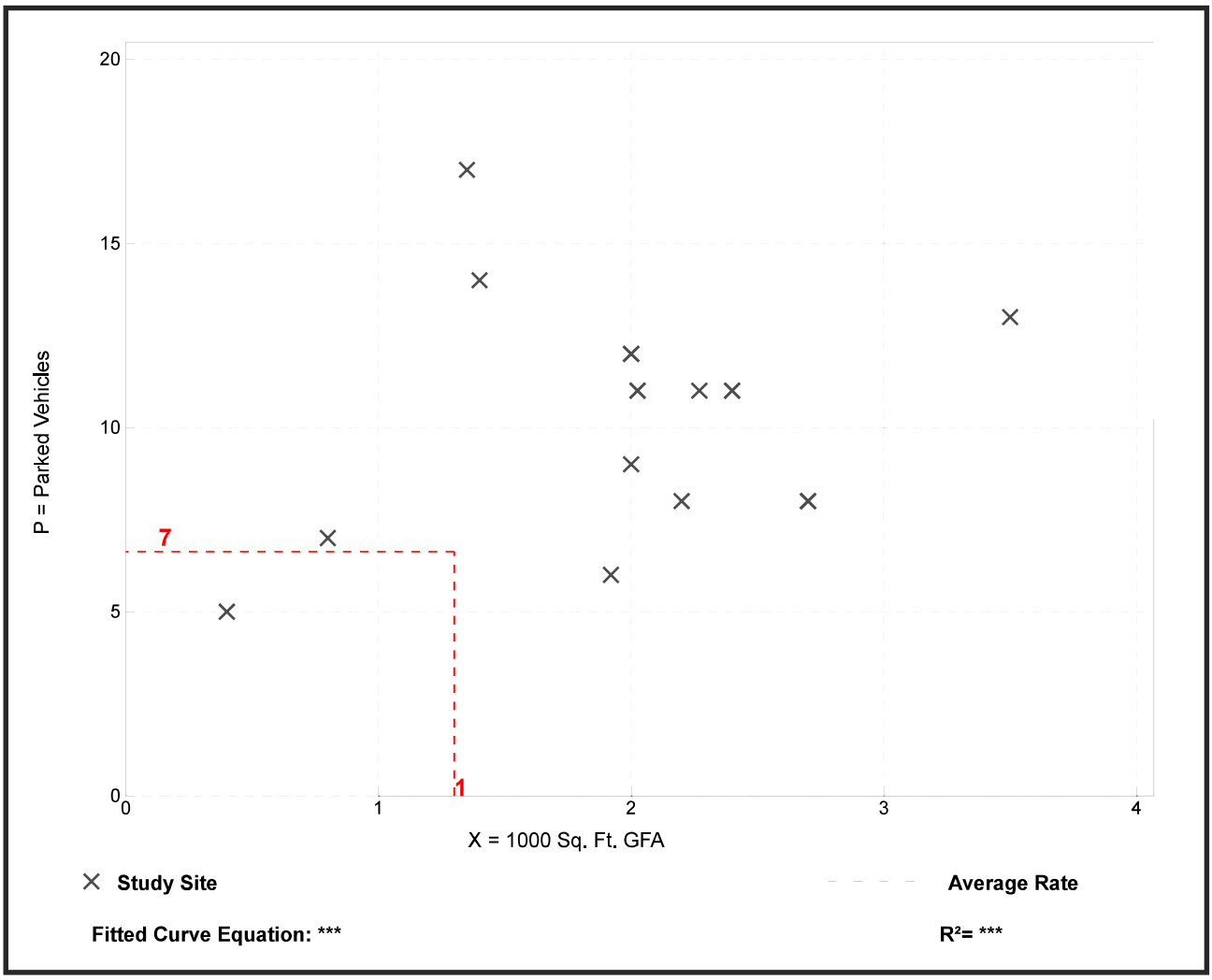
Coffee/Donut Shop with Drive-Through Window
(937)

Peak Period Parking Demand vs: **1000 Sq. Ft. GFA**
On a: **Weekday (Monday - Friday)**
Setting/Location: **General Urban/Suburban**
Number of Studies: 17
Avg. 1000 Sq. Ft. GFA: 2.0

Peak Period Parking Demand per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	33rd / 85th Percentile	95% Confidence Interval	Standard Deviation (Coeff. of Variation)
5.10	2.96 - 12.59	4.45 / 10.75	***	2.44 (48%)

Data Plot and Equation

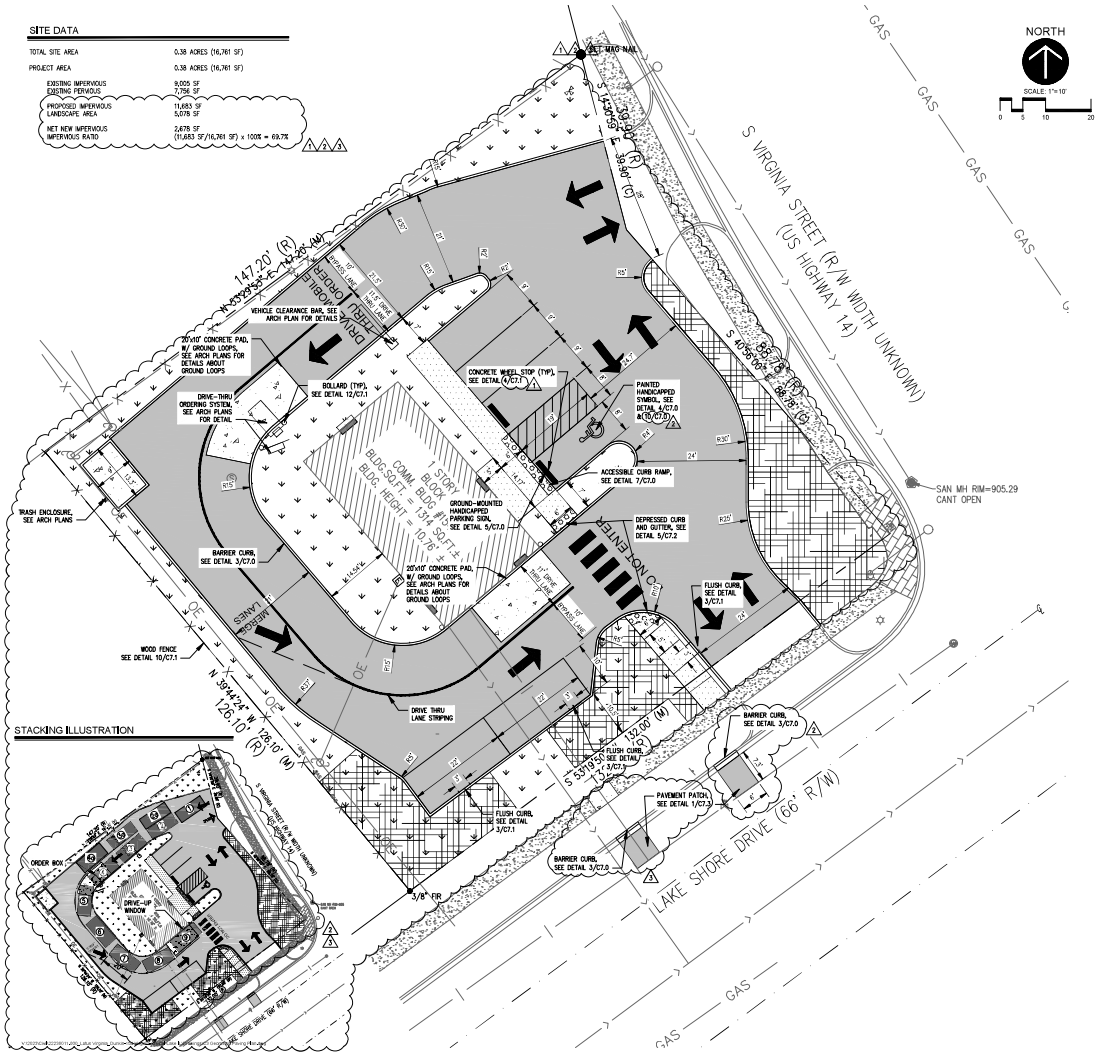


Fitted Curve Equation: ***

R^2= ***

SITE DATA

TOTAL SITE AREA	0.38 ACRES (16,761 SF)
PROJECT AREA	0.38 ACRES (16,761 SF)
EXISTING IMPERVIOUS	9,005 SF
EXISTING PERVIOUS	7,756 SF
PROPOSED IMPERVIOUS	11,683 SF
LANDSCAPE AREA	5,078 SF
NET NEW IMPERVIOUS	2,678 SF
IMPERVIOUS RATIO	(11,683 SF/16,761 SF) x 100% = 69.7%



STACKING ILLUSTRATION

SYMBOL LEGEND

- CONCRETE SIDEWALK, SEE DETAIL 6/C7.0
- HEAVY DUTY ASPHALT PAVEMENT, SEE DETAIL 1/C7.0
- CONCRETE PAVEMENT, SEE DETAIL 2/C7.0
- 4" TOPSOIL WITH SOD
- RAIN GARDEN, SEE DETAIL 2/C7.1

NOTES

1. ALL WORK PERFORMED SHALL MEET THE STANDARDS OUTLINED IN THE ENCLOSED PLANS, AS WELL AS THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION) BY THE ILLINOIS DEPARTMENT OF TRANSPORTATION, UNLESS OTHERWISE NOTED.
2. DO NOT SCALE DIMENSIONS FOR BUILDINGS FROM THESE DRAWINGS. SEE ARCHITECTURAL DRAWINGS FOR BUILDING DIMENSIONS.
3. ALL DIMENSIONS ARE FROM FRONT OF CURB TO FRONT OF CURB, FRONT OF CURB TO END OF STALL LINE, OR BACK OF CURB TO PROPERTY LINE, UNLESS OTHERWISE NOTED. ALL RADII DIMENSIONS ARE TO THE FRONT OF CURB, UNLESS OTHERWISE NOTED.
4. PARKING STALL AND DRIVE THRU STRIPING SHALL BE 4" WIDE YELLOW OR WHITE PAINT MEETING IDOT MATERIAL SPECIFICATION IN ART. 1095.02 OF THE STANDARD SPECIFICATIONS AND SHALL BE APPLIED IN ACCORDANCE WITH ART. 780 OF THE STANDARD SPECIFICATIONS.
5. BASE AGGREGATE IS TO BE IDOT GRADATION CA-6, TYPE B IN ACCORDANCE WITH ART. 1004.01 AND 351 OF THE STANDARD SPECIFICATIONS.
6. BEDDING, JOINT, AND VOID FILLER AGGREGATE SHALL BE IDOT GRADATION CA-11 OR CA-13 IN ACCORDANCE WITH ART. 1004.01 OF THE STANDARD SPECIFICATIONS.
7. DRAINAGE/STORAGE AGGREGATE SHALL BE IDOT GRADATION CA-7 (WASHED) IN ACCORDANCE WITH ART. 1004.01 OF THE STANDARD SPECIFICATIONS.
8. THE CONCRETE MIX DESIGN SHALL BE COMPOSED OF PORTLAND CEMENT, COARSE AND FINE AGGREGATE, WATER, AND AN AIR-ENTRAINING ADMIXTURE, AND SHALL BE PROPORTIONED TO MEET ART. 1020.04 OF THE STANDARD SPECIFICATIONS FOR CLASS PV OR SI, AS INDICATED ON THE DRAWINGS.
9. HOT MIX ASPHALT MIX DESIGNS SHALL CONFORM TO ART. 1030.04 OF THE STANDARD SPECIFICATIONS AND THE FOLLOWING:
   - 9.1. HMA SURFACE COURSE: 9.5, N50, 4% AIR VOIDS, MIX "D"
   - 9.2. HMA BINDER COURSE: IL 19.0, N50, 4% AIR VOIDS, MIX "D"
10. THE INSTALLATION OF THE HMA SHALL BE DELAYED UNTIL THE BASE AGGREGATE IS PROOF-ROLLED WITH A FULLY LOADED SIX (6) WHEELED VEHICLE BY CONTRACTOR, AT HIS EXPENSE, TO THE SATISFACTION OF THE ENGINEER.
11. WHERE NEW PAVEMENT MEETS EXISTING HMA OR CONCRETE PAVEMENTS, A CUT JOINT OF TRANSITIONAL LENGTH NO LESS THAN TEN (10) FEET WILL BE REQUIRED. THE SUBGRADE SHALL BE GRADED PARALLEL TO THE FINAL SURFACE GRADES AND, AS SUCH, SHALL DRAIN TO THE CURB LINE AND TO THE INLETS AND CATCH BASINS. POSITIVE DRAINAGE MUST BE ACCOMPLISHED ON THE COMPACTED SUBGRADE OR THE PLACEMENT OF BASE MATERIAL WILL NOT BE ALLOWED.
12. TIE NEW CURB TO EXISTING CURB WITH 2 #4 BARS (24" LENGTH, 12" ON EITHER SIDE) EPOXIED INTO EXISTING.
13. ALL CURBS CONSTRUCTED OR REPLACED OVER A UTILITY TRENCH SHALL BE REINFORCED WITH TWO (2) #4 BARS FOR A LENGTH OF 20 FEET CENTERED OVER THE TRENCH. SIDEWALKS SHALL BE TREATED IN THE SAME MANNER USING THREE (3) #6 BARS.
14. ALL B6.12 CURB & GUTTER SHALL BE REVERSE PITCH UNLESS OTHERWISE NOTED ON THE PLANS.
15. THE GRANULAR CURB BASE SHALL BE A MINIMUM OF THREE (3) INCHES OF ⅜" TO ¾" OPEN GRADED GRANULAR MATERIAL TO ALLOW FOR PROPER SUBGRADE DRAINAGE. COMPACTED CURB SUBGRADE SHALL BE SHAPED PARALLEL TO THE CURB FLOW LINE A POSITIVELY DRAINED TO THE INLETS AND CATCH BASINS.
16. CONTRACTION JOINTS SHALL BE CONSTRUCTED AT TEN (10) FOOT MINIMUM INTERVALS. EXPANSION JOINTS SHALL BE REQUIRED AT ALL POINTS OF CURVATURE, AT BOTH SIDES OF ALL DRAINAGE STRUCTURES, AND ALL LOCATIONS WHERE THE SIDEWALK ABUTS THE CONCRETE CURB AND GUTTER.
17. ALL CONCRETE CURB AND GUTTER AND SIDEWALKS SHALL BE CURED WITH W.R. MEADOWS CS-309 CURING COMPOUND, OR APPROVED EQUAL.
18. ALL CONCRETE CURB AND GUTTER SHALL BE SEALED WITH W.R. MEADOWS TM44 SEALANT, OR APPROVED EQUAL IMMEDIATELY AFTER SEVEN (7) DAYS OF CURING. APPLICATION SHALL BE AT A RATE OF 300 SQUARE FEET PER GALLON UTILIZING A SPRAYER. THE SURFACE MUST BE THOROUGHLY CLEAN AND DRY FOR APPLICATION.
19. DRAINAGE FABRIC, IF REQUIRED, SHALL BE NON-WOVEN GEOTEXTILE SPECIFICALLY MANUFACTURED AS A DRAINAGE GEOTEXTILE, MEETING THE MINIMUM SPECIFICATIONS OF THE ILLINOIS URBAN MANUAL SPECIFICATION 592.
20. SEPARATION FABRIC, IF REQUIRED, SHALL BE WOVEN GEOTEXTILE SPECIFICALLY MANUFACTURED FOR USE AS A SEPARATION GEOTEXTILE, MEETING THE MINIMUM SPECIFICATIONS OF THE ILLINOIS URBAN MANUAL SPECIFICATION 592.
21. ALL NON-PAVED AREAS DISTURBED OR REGRADED SHALL BE BACKFILLED WITH A MINIMUM OF 6" TOPSOIL AND SEEDED.

Larson Engineering, Inc.
1452 Bond Street, Suite 100
Naperville, IL 60563-8503
630.357.4500 / 630.357.0164
www.larsonengr.com
ILLINOIS LICENSE NO.: 184-001442

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Client:
LOTUS VIRGINIA
709 OAK HOLLOW COURT
CRYSTAL LAKE, IL 60014

Project Title:
DUNKIN'
SITE DESIGN
154 VIRGINIA AVE
CRYSTAL LAKE, IL 60014

Seal:
DOUGLAS N. KEPPEL
062-064670
LICENSED PROFESSIONAL ENGINEER
OF
ILLINOIS
Date: February 15, 2022
Expires: November 30, 2025

Rev.	Date	Description
1	03.06.24	City Comments
2	11.04.24	City Comments
3	02.25.25	City Comments

Project #: 2223001.1.000
Drawn By: NLF
Checked By: DHK
Issue Date: 10.04.2023
Sheet Title:
GEOMETRIC PAVING PLAN

C3.0
Sheet: 4 of 13

PROJECT:

DUNKIN' SITE DESIGN

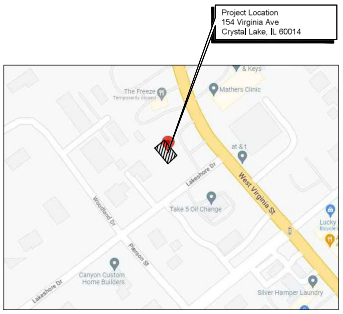
154 VIRGINIA AVE
CRYSTAL LAKE, IL 60014

PROJECT CONTACTS

Civil Engineer:
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Fax: 630.357.0164

Land Surveyor:
Terry L. VanAlstine
Vanderstappen Land Surveying, Inc.
1316 N. Madison Street
Woodstock, IL 60098
Tel: 815.337.8310
Fax: 815.337.8314

VICINITY MAP



LOTUS VIRGINIA
709 OAK HOLLOW COURT
CRYSTAL LAKE, IL 60014

INDEX OF DRAWINGS

C0.0	Cover Sheet
C1.0	Existing Conditions
C2.0	Demolition Plan
C3.0	Geometric Paving Plan
C4.0	Grading Plan
C5.0	Erosion Control Plan
C6.0	Utility Plan
C7.0-C7.3	Details
O&M	Operation & Maintenance Plan
TTE	Truck Turning Exhibit

GENERAL NOTES

1. All site improvements shall be in accordance with the applicable sections of the following, except as modified herein or on the plans:
   - Standard Specifications for Road and Bridge Construction (latest edition), by the Illinois Department of Transportation for all improvements except sanitary sewer and water main construction,
   - Standard Specifications for Water and Sewer Main Construction in Illinois (latest edition) for sanitary sewer and water main construction,
   - Codes and Regulations of the City of Crystal Lake,
   - In case of conflict between the applicable ordinances, the more stringent shall take precedence and shall control all construction.
2. The contractor shall contact "JULIE" at (800) 892-0123 to have certain utility companies field locate their installations. A minimum of two (2) full working days notice are required for a field location.
3. The contractor shall examine the plans and specifications, visit the site of the work and inform himself fully with the work involved, general and local conditions, all federal, state and local laws, ordinances, rules and regulations and all other pertinent items which may affect the cost and time of completion of this project before submitting a proposal.
4. The contractor shall be required to make arrangements for the proper bracing, shoring and other required protection of all roadways, structures, poles, cables and pipe lines, before construction begins. He shall be responsible for any damage to the streets or roadways and associated structures and shall make repairs as necessary to the satisfaction of the engineer and owner at his own expense.
5. No holes are to be left open in the pavement or parkway over a holiday, weekend, or after 3 p.m. on the day preceding a holiday or weekend, or any time the excavation cannot be supervised, secured with snow fence and lighted.
6. The contractor shall restore any area disturbed to a condition equal to or better than its original use. This shall include finish grading, establishment of a vegetative cover (seeding or sod) and general cleanup. The contractor shall not excavate or disturb beyond property line boundaries, unless otherwise noted.
7. The following must be notified two working days prior to starting construction:
   - City Building Department (815) 356-3605
   - Department of Public Works (815) 356-3614

12. All lot irons damaged or removed during construction of this project shall be replaced by the engineer and said cost of replacement shall be paid by the contractor.
12. All work performed shall be done by qualified contractors and subcontractors familiar with the type of work to be accomplished.
13. Permits and licenses of a temporary nature necessary for the prosecution of the work shall be secured and paid for by the contractor. Prior to submitting his bid, the contractor shall call the attention of the engineer to any material or equipment he deems inadequate and to any item of work omitted.
14. The contractor will have in his possession, on the job site, a copy of the plans and specifications prior to beginning work.

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709 OAK HOLLOW COURT
CRYSTAL LAKE, IL 60014

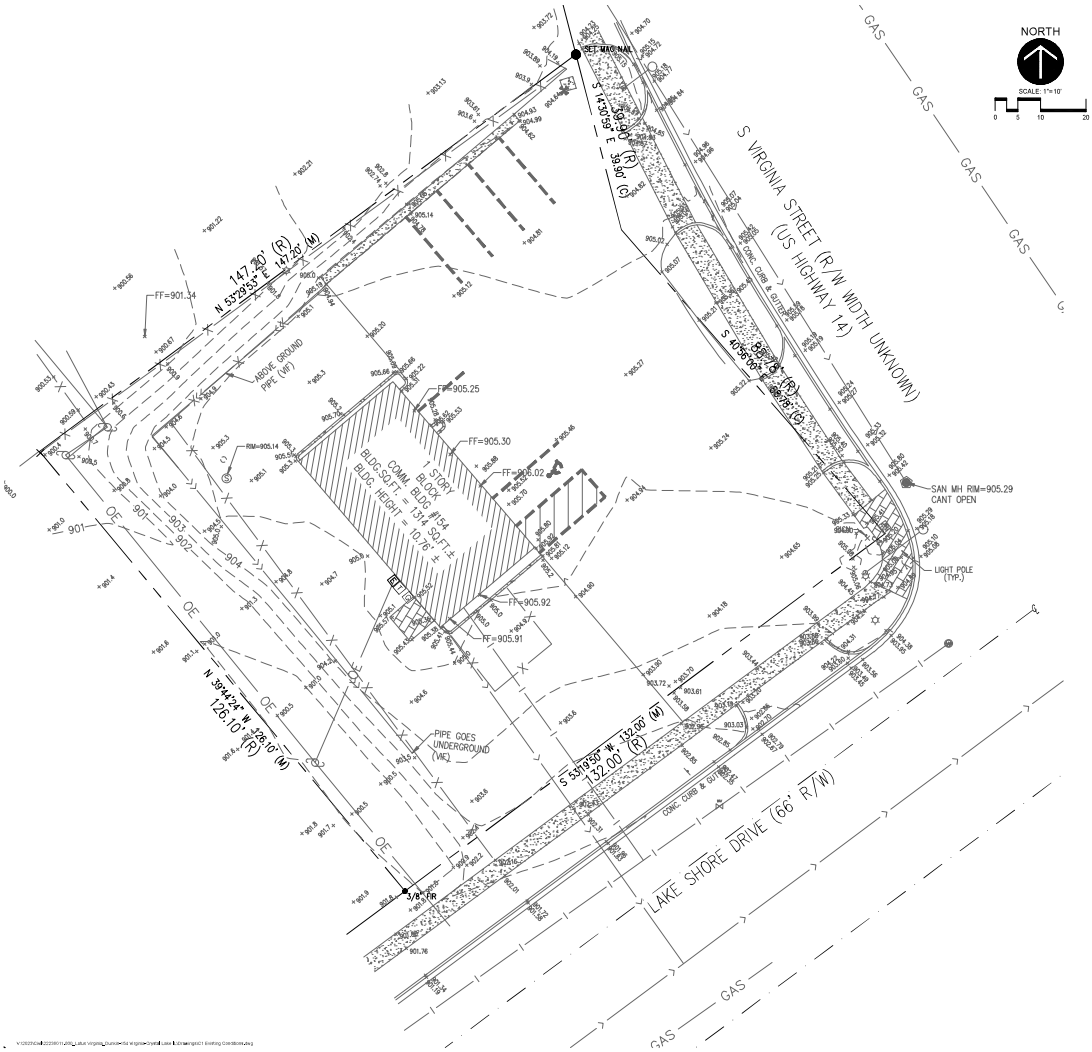
Project Title: DUNKIN' SITE DESIGN
154 VIRGINIA AVE
CRYSTAL LAKE, IL 60014

Douglas H. Keppy — Illinois — Licensed Professional Engineer
Date: October 7, 2025
Expires: November 30, 2027

Rev.	Date	Description
1	09.05.24	City Comments
2	10.29.24	City Comments
3	02.25.25	City Comments
4	10.17.25	City Comments

Project #: 2223001.000
Drawn By: NLF
Checked By: DHK
Issue Date: 10.04.2023
Sheet Title:
COVER SHEET

C0.0
Sheet: 1 of 13



BENCHMARK

PROJECT BENCHMARK: MCHENRY COUNTY GEODETIC CONTROL STATION "CRYSTAL-LAKE-28"
ELEV = 916.78 (NAVD88)

SITE BENCHMARK: CUT CROSS IN NW CORNER OF OLD LIGHT POLE BASE
ELEV = 904.94 (NAVD88)

LEGAL DESCRIPTION

THAT PART OF THE NORTHEAST QUARTER OF SECTION 6, TOWNSHIP 43 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF THE WESTERLY LINE OF VIRGINIA STREET WITH THE NORTHERLY LINE OF LAKE SHORE DRIVE, AND RUNNING THENCE NORTHWESTERLY ALONG THE WESTERLY LINE OF VIRGINIA STREET, 88.78 FEET TO AN ANGLE IN SAID WESTERLY LINE; THENCE NORTHERLY ALONG THE WESTERLY LINE OF VIRGINIA STREET, 39.9 FEET; THENCE SOUTHWESTERLY PARALLEL WITH NORTHERLY LINE OF LAKE SHORE DRIVE, 147.2 FEET; THENCE SOUTHERLY TO A POINT IN THE NORTHERLY LINE OF LAKE SHORE DRIVE, 132.0 FEET WESTERLY FROM THE PLACE OF BEGINNING; THENCE EASTERLY ALONG SAID NORTHERLY LINE, 132.0 FEET TO THE PLACE OF BEGINNING, IN MCHENRY COUNTY, ILLINOIS.

TOPOGRAPHIC INFORMATION BASED ON ALTA/ACSM LAND TITLE SURVEY BY:
VANDERSTAPPEN LAND SURVEYING, INC.

DATE: 04/25/2023

ABBREVIATIONS

ADS	ADVANCED DRAINAGE SYSTEMS, INC.
B/W	BOTTOM OF WALL
C	TOP OF CONCRETE
CB	PRECAST CONCRETE CATCH BASIN
CMP	CORRUGATED STEEL PIPE
DIP	DUCTILE IRON PIPE
EX	EXISTING
FG	FINISH GRADE
FH	FIRE HYDRANT
FL	FLOW LINE
HDPE	HIGH DENSITY POLYETHYLENE
INL	PRECAST CONCRETE INLET
INV	INVERT
MH	PRECAST CONCRETE MANHOLE
P	TOP OF PAVEMENT
PC	PORTLAND CEMENT
PR	PROPOSED
PVC	POLYVINYL CHLORIDE
RCP	REINFORCED CONCRETE PIPE
RD	ROOF DRAIN
SAN	SANITARY
STM	STORM DRAIN
TC	TOP OF CURB
TW	TOP OF SIDEWALK
T/W	TOP OF WALL
T/WM	TOP OF WATER MAIN
UC	UTILITY CROSSING
V	VALVE
WM	WATER MAIN
WS	WATER SERVICE

LEGEND

EXISTING	PROPOSED
SANITARY SEWER	
STORM SEWER	
PERFORATED STORM SEWER	
WATER MAIN	
SANITARY SEWER MANHOLE	
STORM SEWER MANHOLE	
CATCH BASIN	
INLET	
VALVE IN VAULT	
FIRE HYDRANT	
UTILITY POLE	
STREET LIGHT	
LIGHT STANDARD	
SPOT ELEVATION	ADD TO MAKE PR
CONTOUR	901
SURFACE DRAINAGE	
GRADE BREAK	
RIM XXX.XX INV XXX.XX — SANITARY MANHOLE ELEVATIONS	RIM XXX.XX INV XXX.XX
RIM XXX.XX INV XXX.XX — STORM STRUCTURE ELEVATIONS	RIM XXX.XX INV XXX.XX
PROPERTY LINE & R.O.W.	
EASEMENT LINE	
CHAIN FENCE	
WOOD FENCE	
BURIED UTILITY LINE	
OVERHEAD UTILITY LINE	

FOR BURIED AND OVERHEAD UTILITIES:
E=ELECTRIC T=TELEPHONE C=COMMUNICATIONS G=GAS

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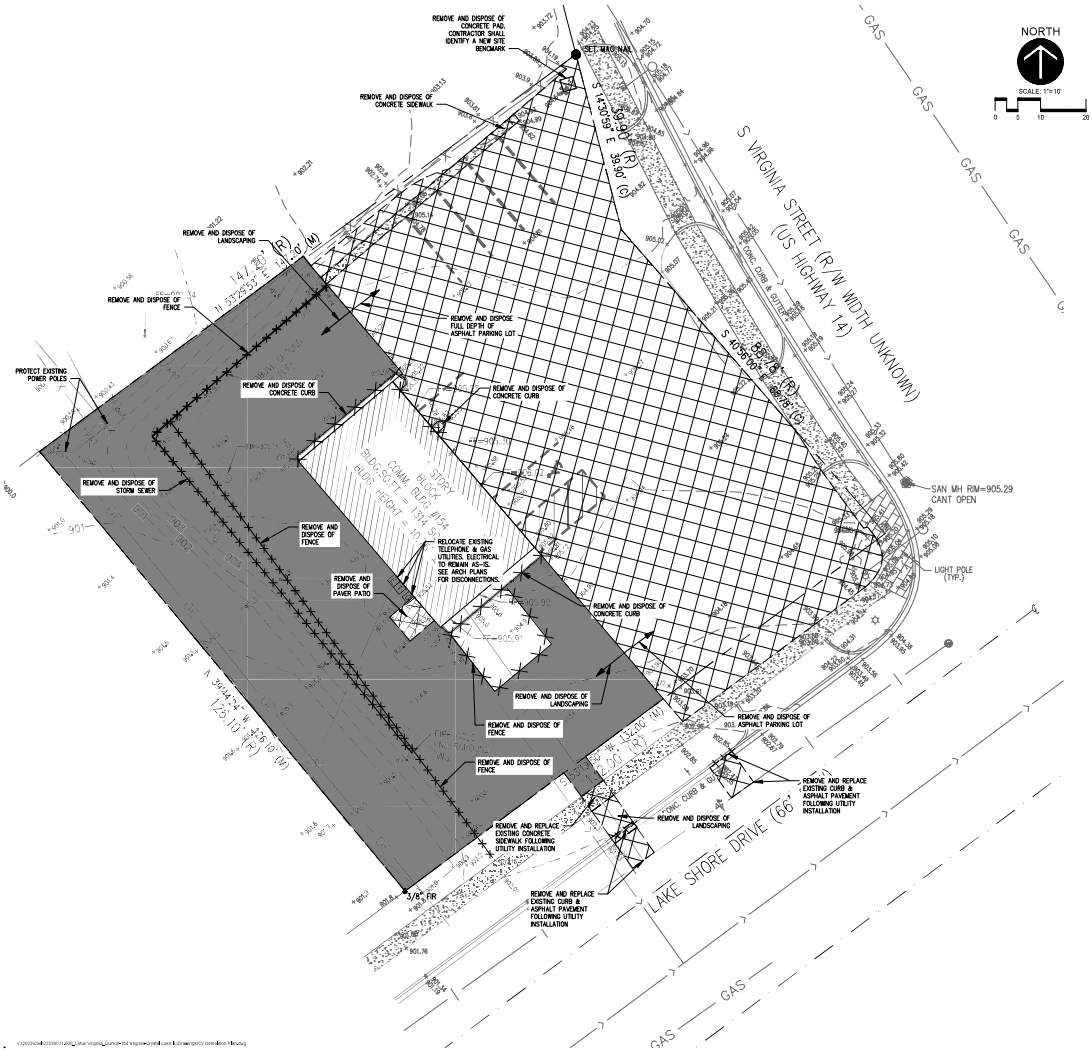
Project Title:
DUNKIN'
SITE DESIGN
154 VIRGINIA AVE
CRYSTAL LAKE, IL 60014

DOUGLAS M. KEMPER — 062-060317 — LICENSED PROFESSIONAL ENGINEER OF ILLINOIS
Date: October 7, 2025
Expires: November 30, 2027

No.	Date	Description
1	09.05.24	City Comments
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Project #: 2223001.000
Drawn By: NLF
Checked By: DHK
Issue Date: 10.24.2023
Sheet Title:
EXISTING CONDITIONS

Sheet: C1.0
2 of 13



SYMBOL LEGEND

- REMOVE AND DISPOSE OF EXISTING CURB, FENCE, & UTILITY LINES
- REMOVE AND DISPOSE OF EXISTING BUILDINGS, SIDEWALKS, ASPHALT AND CONCRETE PAVEMENT
- EARTH EXCAVATION
- REMOVE AND DISPOSE OF EXISTING TREES, FEATURES, & UTILITY STRUCTURES

DEMOLITION NOTES

1. CONTRACTOR IS RESPONSIBLE TO ENSURE THAT ALL NECESSARY PERMITS HAVE BEEN SECURED. CONTRACTOR SHALL PERFORM ALL DEMOLITION AND ASSOCIATED OPERATIONS IN ACCORDANCE WITH ALL APPLICABLE REGULATIONS AND REQUIREMENTS OF AGENCIES HAVING JURISDICTION.
2. VERIFY ALL EXISTING UTILITY LOCATIONS PRIOR TO COMMENCEMENT OF DEMOLITION OPERATIONS.
3. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PERFORM OR COORDINATE ALL NECESSARY UTILITY DEMOLITIONS AND RELOCATIONS FROM EXISTING UTILITY LOCATIONS TO ALL ONSITE AMENITIES AND BUILDINGS. THESE CONNECTIONS INCLUDE, BUT ARE NOT LIMITED TO, WATER, SANITARY SEWER, CABLE TV, TELEPHONE, GAS, ELECTRIC, SITE LIGHTING, ETC.
4. PRIOR TO BEGINNING WORK, CONTACT "JULIE" (800-892-0123) TO LOCATE UTILITIES THROUGHOUT THE AREA UNDER CONSTRUCTION. THE CONTRACTOR SHALL RETAIN THE SERVICES OF A PRIVATE UTILITY LOCATOR TO LOCATE THE PRIVATE UTILITIES.
5. CONTRACTOR SHALL VERIFY THAT ALL EXISTING UTILITIES HAVE BEEN LOCATED, MARKED, AND SHUT-OFF PRIOR TO COMMENCING ABANDONMENT ACTIVITIES. THE ACCURACY AND COMPLETE INCLUSION OF THE LOCATIONS OF EXISTING UTILITIES ON THE PLAN IS NOT GUARANTEED. NOTIFY OWNER AND ENGINEER IMMEDIATELY OF ANY DISCREPANCIES.
6. UTILITY SERVICE LINES INDICATED FOR ABANDONMENT SHALL BE PLUGGED AT BOTH ENDS WITH A MINIMUM OF TWO FEET OF NON-SHRINK CONCRETE/MORTAR PLUGS. CONTRACTOR SHALL PROTECT EXISTING UTILITY SERVICE LINES AND MAINS INDICATED TO REMAIN FROM DAMAGE DURING DEMOLITION AND ABANDONMENT OPERATIONS.
7. SAWCUT ALONG EDGES OF PAVEMENTS, SIDEWALKS, AND CURBS TO REMAIN.
8. CLEARING SHALL INCLUDE THE REMOVAL OF BUSHES, TREES AND OTHER PLANTS, AS DETERMINED BY OWNER, WITHIN THE LIMITS SHOWN. CLEARING SHALL ALSO INCLUDE THE REMOVAL OF ALL ROCKS OR BOULDERS LARGER THAN 2 INCHES AT THE SURFACE.
9. ALL DEMOLITION DEBRIS SHALL BE REMOVED FROM THE SITE AND DISPOSED OF PROMPTLY AND IN A LEGAL MANNER. STOCKPILING OF MATERIALS WILL BE PROHIBITED WITHOUT PERMISSION FROM THE OWNER AND AGENCY HAVING JURISDICTION.
10. IF MATERIALS SUSPECTED OF CONTAINING HAZARDOUS MATERIALS ARE ENCOUNTERED, DO NOT DISTURB, AND NOTIFY THE OWNER IMMEDIATELY.
11. CONTRACTOR SHALL PROTECT ALL UTILITIES, STRUCTURES, AND TREES DESIGNATED TO REMAIN. ANY DAMAGE BY THE CONTRACTOR TO THESE UTILITIES, STRUCTURES, TREES, STREETS OR ADJACENT PROPERTIES WILL BE REPLACED/REPAIRED AT THE CONTRACTOR'S EXPENSE.
12. CONTRACTOR SHALL PROVIDE TEMPORARY BARRICADES AND OTHER PROTECTION REQUIRED TO PREVENT INJURY TO PEOPLE AND DAMAGE TO ADJACENT FACILITIES TO REMAIN. DO NOT CLOSE OR OBSTRUCT WALKS, ROADS, WALKWAYS OR OTHER FACILITIES WITHOUT PERMISSION FROM THE OWNER AND AUTHORITIES HAVING JURISDICTION.

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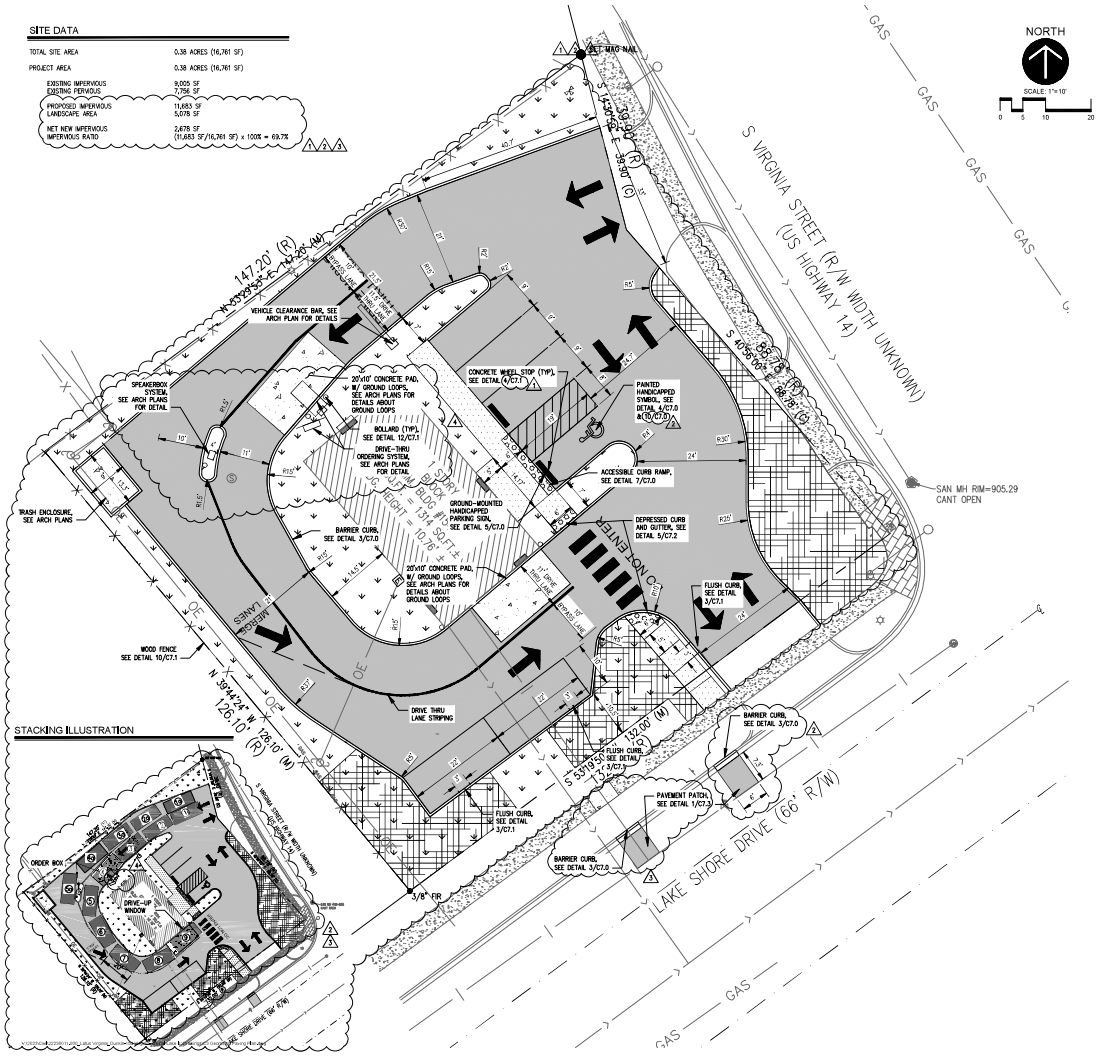
Project Title:
DUNKIN'
SITE DESIGN
154 VIRGINIA AVE
CRYSTAL LAKE, IL 60014

DOUGLAS H. HEYDORN
LICENSED PROFESSIONAL ENGINEER
ILLINOIS
Date: October 7, 2025
Expires: November 30, 2027

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4	10.07.25	City Comments

Project #: 2223001.000
Drawn By: NLF
Checked By: DHK
Issue Date: 10.04.2023
Sheet Title:
DEMOLITION PLAN

C2.0
Sheet: 3 of 13



NOTES

1. ALL WORK PERFORMED SHALL MEET THE STANDARDS OUTLINED IN THE ENCLOSED PLANS, AS WELL AS THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION) BY THE ILLINOIS DEPARTMENT OF TRANSPORTATION, UNLESS OTHERWISE NOTED.
2. DO NOT SCALE DIMENSIONS FOR BUILDINGS FROM THESE DRAWINGS. SEE ARCHITECTURAL DRAWINGS FOR BUILDING DIMENSIONS.
3. ALL DIMENSIONS ARE FROM FRONT OF CURB TO FRONT OF CURB, FRONT OF CURB TO END OF STALL LINE, OR BACK OF CURB TO PROPERTY LINE, UNLESS OTHERWISE NOTED. ALL RADII DIMENSIONS ARE TO THE FRONT OF CURB, UNLESS OTHERWISE NOTED.
4. PARKING STALL AND DRIVE THRU STRIPING SHALL BE 4" WIDE YELLOW OR WHITE PAINT MEETING IDOT MATERIAL SPECIFICATION IN ART. 1095.02 OF THE STANDARD SPECIFICATIONS AND SHALL BE APPLIED IN ACCORDANCE WITH ART. 780 OF THE STANDARD SPECIFICATIONS.
5. BASE AGGREGATE IS TO BE IDOT GRADATION CA-6, TYPE B IN ACCORDANCE WITH ART. 1004.01 AND 351 OF THE STANDARD SPECIFICATIONS.
6. BEDDING, JOINT, AND VOID FILLER AGGREGATE SHALL BE IDOT GRADATION CA-11 OR CA-13 IN ACCORDANCE WITH ART. 1004.01 OF THE STANDARD SPECIFICATIONS.
7. DRAINAGE/STORAGE AGGREGATE SHALL BE IDOT GRADATION CA-7 (WASHED) IN ACCORDANCE WITH ART. 1004.01 OF THE STANDARD SPECIFICATIONS.
8. THE CONCRETE MIX DESIGN SHALL BE COMPOSED OF PORTLAND CEMENT, COARSE AND FINE AGGREGATE, WATER, AND AN AIR-ENTRAINING ADMIXTURE, AND SHALL BE PROPORTIONED TO MEET ART. 1020.04 OF THE STANDARD SPECIFICATIONS FOR CLASS PV OR SI, AS INDICATED ON THE DRAWINGS.
9. HOT MIX ASPHALT MIX DESIGNS SHALL CONFORM TO ART. 1030.04 OF THE STANDARD SPECIFICATIONS AND THE FOLLOWING:
   9.1. HMA SURFACE COURSE: IL 9.5, N50, 4% AIR VOIDS, MIX "D"
   9.2. HMA BINDER COURSE: IL 19.0, N50, 4% AIR VOIDS, MIX "D"
10. THE INSTALLATION OF THE HMA SHALL BE DELAYED UNTIL THE BASE AGGREGATE IS PROOF-ROLLED WITH A FULLY LOADED SIX (6) WHEELED VEHICLE BY CONTRACTOR, AT HIS EXPENSE, TO THE SATISFACTION OF THE ENGINEER.
11. WHERE NEW PAVEMENT MEETS EXISTING HMA OR CONCRETE PAVEMENTS, A CUT JOINT OF TRANSITIONAL LENGTH NO LESS THAN TEN (10) FEET WILL BE REQUIRED. THE SUBGRADE SHALL BE GRADED PARALLEL TO THE FINAL SURFACE GRADES AND, AS SUCH, SHALL DRAIN TO THE CURB LINE AND TO THE INLETS AND CATCH BASINS. POSITIVE DRAINAGE MUST BE ACCOMPLISHED ON THE COMPACTED SUBGRADE OR THE PLACEMENT OF BASE MATERIAL WILL NOT BE ALLOWED.
12. TIE NEW CURB TO EXISTING CURB WITH 2 #4 BARS (24" LENGTH, 12" ON EITHER SIDE) EPOXIED INTO EXISTING.
13. ALL CURBS CONSTRUCTED OR REPLACED OVER A UTILITY TRENCH SHALL BE REINFORCED WITH TWO (2) #4 BARS FOR A LENGTH OF 20 FEET CENTERED OVER THE TRENCH. SIDEWALKS SHALL BE TREATED IN THE SAME MANNER USING THREE (3) #6 BARS.
14. ALL B6.12 CURB & GUTTER SHALL BE REVERSE PITCH UNLESS OTHERWISE NOTED ON THE PLANS.
15. THE GRANULAR CURB BASE SHALL BE A MINIMUM OF THREE (3) INCHES OF ¾" TO 1½" OPEN GRADED GRANULAR MATERIAL TO ALLOW FOR PROPER SUBGRADE DRAINAGE. COMPACTED CURB SUBGRADE SHALL BE SHAPED PARALLEL TO THE CURB FLOW LINE A POSITIVELY DRAINED TO THE INLETS AND CATCH BASINS.
16. CONTRACTION JOINTS SHALL BE CONSTRUCTED AT TEN (10) FOOT MINIMUM INTERVALS. EXPANSION JOINTS SHALL BE REQUIRED AT ALL POINTS OF CURVATURE, AT BOTH SIDES OF ALL DRAINAGE STRUCTURES, AND ALL LOCATIONS WHERE THE SIDEWALK ABUTS THE CONCRETE CURB AND GUTTER.
17. ALL CONCRETE CURB AND GUTTER AND SIDEWALKS SHALL BE CURED WITH W.R. MEADOWS CS-309 CURING COMPOUND, OR APPROVED EQUAL.
18. ALL CONCRETE CURB AND GUTTER SHALL BE SEALED WITH W.R. MEADOWS TM44 SEALANT, OR APPROVED EQUAL IMMEDIATELY AFTER SEVEN (7) DAYS OF CURING. APPLICATION SHALL BE AT A RATE OF 300 SQUARE FEET PER GALLON UTILIZING A SPRAYER. THE SURFACE MUST BE THOROUGHLY CLEAN AND DRY FOR APPLICATION.
19. DRAINAGE FABRIC, IF REQUIRED, SHALL BE NON-WOVEN GEOTEXTILE SPECIFICALLY MANUFACTURED AS A DRAINAGE GEOTEXTILE, MEETING THE MINIMUM SPECIFICATIONS OF THE ILLINOIS URBAN MANUAL SPECIFICATION 592.
20. SEPARATION FABRIC, IF REQUIRED, SHALL BE WOVEN GEOTEXTILE SPECIFICALLY MANUFACTURED FOR USE AS A SEPARATION GEOTEXTILE, MEETING THE MINIMUM SPECIFICATIONS OF THE ILLINOIS URBAN MANUAL SPECIFICATION 592.
21. ALL NON-PAVED AREAS DISTURBED OR REGRADED SHALL BE BACKFILLED WITH A MINIMUM OF 6" TOPSOIL AND SEEDED.

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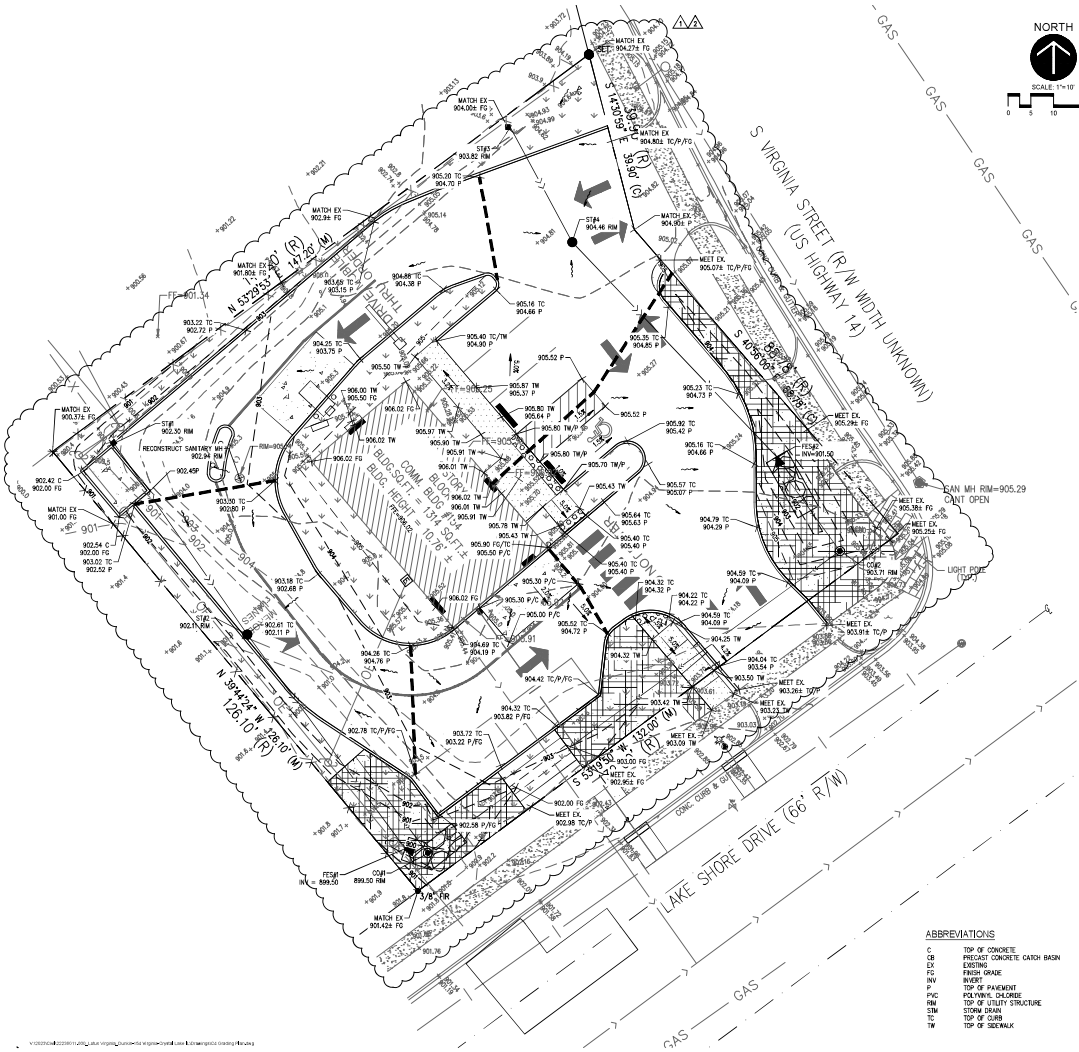
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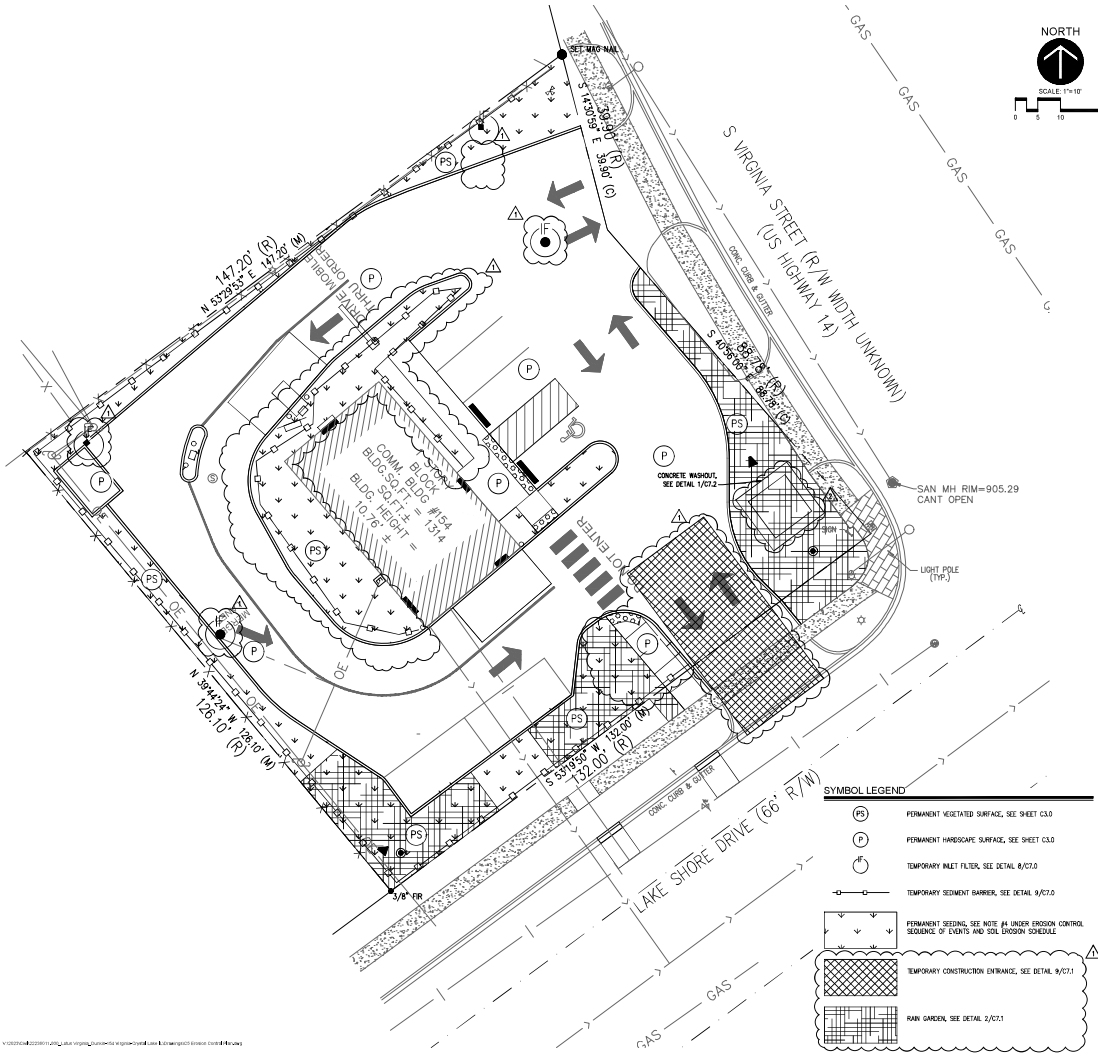
DOUGLAS H. HEYDEN
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ILLINOIS
Date: October 7, 2025
Expires: November 30, 2027

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Checked By: DHK
Issue Date: 10.24.2023
Sheet Title:
GEOMETRIC PAVING PLAN

Sheet: C3.0
4 of 13


S VIRGINIA STREET (R/W WIDTH UNKNOWN)
(US HIGHWAY 14)
LAKE SHORE DRIVE (66' R/W)
COMM BLDG 2 STORY
BLDG SQ.FT.= 13,176 +/-
BLDG HEIGHT = 24.0 FT +/-
COMM BLDG 1 STORY
BLDG SQ.FT.= 4,104 +/-
BLDG HEIGHT = 15.0 FT +/-
RESIDENTIAL
RESIDENTIAL
RESIDENTIAL



NORTH

SCALE: 1"=10'

0 5 10 20

EROSION CONTROL NOTES

1. ALL WORK PERFORMED SHALL MEET THE STANDARDS OUTLINED IN THE ENCLOSED PLANS, AS WELL AS THE STANDARDS AND SPECIFICATIONS OF THE ILLINOIS URBAN MANUAL, UNLESS OTHERWISE NOTED.
2. OWNER AND CONTRACTOR SHALL OBTAIN ILLINOIS EPA NPDES (ILR10) PERMIT, IF REQUIRED. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL FEES PERTAINING TO THIS PERMIT. THE SWPPP SHALL BE KEPT ONSITE AT ALL TIMES.
3. INSTALL TEMPORARY EROSION CONTROL MEASURES (INLET PROTECTION, SILT FENCE, AND ROCK CONSTRUCTION ENTRANCE) PRIOR TO BEGINNING ANY EXCAVATION OR DEMOLITION WORK AT THE SITE.
4. EROSION CONTROL MEASURES SHOWN ON THE EROSION CONTROL PLAN ARE THE ABSOLUTE MINIMUM. THE CONTRACTOR SHALL INSTALL TEMPORARY EARTH DIKES, SEDIMENT TRAPS OR BASINS, ADDITIONAL SILTATION FENCING, AND/OR DISK THE SOIL PARALLEL TO THE CONTOURS AS DEEMED NECESSARY TO FURTHER CONTROL EROSION. ALL CHANGES SHALL BE RECORDED IN THE SWPPP.
5. ALL CONSTRUCTION SITE ENTRANCES SHALL BE SURFACED WITH CRUSHED ROCK ACROSS THE ENTIRE WIDTH OF THE ENTRANCE AND FROM THE ENTRANCE TO A POINT 70' INTO THE CONSTRUCTION ZONE.
6. THE TOE OF THE SILT FENCE SHALL BE TRENCHED IN A MINIMUM OF 6". THE TRENCH BACKFILL SHALL BE COMPACTED WITH A VIBRATORY PLATE COMPACTOR.
7. ALL GRADING OPERATIONS SHALL BE CONDUCTED IN A MANNER TO MINIMIZE THE POTENTIAL FOR SITE EROSION. SEDIMENT CONTROL PRACTICES MUST BE ESTABLISHED ON ALL DOWN GRADIENT PERIMETERS BEFORE ANY UP GRADIENT LAND DISTURBING ACTIVITIES BEGIN.
8. ALL EXPOSED SOIL AREAS MUST HAVE TEMPORARY PROTECTION COVER ACCORDING TO THE FOLLOWING:

TYPE OF SLOPE	TIME (MAXIMUM TIME AN AREA CAN REMAIN OPEN WHEN AREA IS NOT ACTIVELY BEING WORKED)
SLOPES STEEPER THAN 3:1	WITHIN 7 DAYS
SLOPES BETWEEN 10:1 AND 3:1	WITHIN 14 DAYS
SLOPES FLATTER THAN 10:1	WITHIN 21 DAYS

THESE AREAS INCLUDE CONSTRUCTED STORM WATER MANAGEMENT POND SIDE SLOPES, AND ANY EXPOSED SOIL AREAS WITH A POSITIVE SLOPE TO A STORM WATER CONVEYANCE SYSTEM, SUCH AS A CURB AND GUTTER SYSTEM, STORM SEWER INLET, TEMPORARY OR PERMANENT DRAINAGE DITCH, OR OTHER NATURAL OR MAN MADE SYSTEMS THAT DISCHARGE TO A SURFACE WATER.

9. ALL RIPRAP MATERIAL SHALL BE INSTALLED WITH A FILTER MATERIAL OR SOIL SEPARATION FABRIC AND COMPLY WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS.
10. IN AREAS WHERE CONCENTRATED FLOWS OCCUR (SUCH AS SWALES AND AREAS IN FRONT OF STORM CATCH BASINS AND INTAKES) THE EROSION CONTROL FACILITIES SHALL BE BACKED BY STABILIZATION STRUCTURE TO PROTECT THOSE FACILITIES FROM THE CONCENTRATED FLOWS.
11. ALL STORM SEWER CATCH BASINS NOT NEEDED FOR SITE DRAINAGE DURING CONSTRUCTION SHALL BE COVERED TO PREVENT RUNOFF FROM ENTERING THE STORM SEWER SYSTEM. CATCH BASINS NECESSARY FOR SITE DRAINAGE DURING CONSTRUCTION SHALL HAVE INLET FILTER BASKETS INSTALLED. THE FILTER BASKETS SHALL BE MAINTAINED UNTIL THE TRIBUTARY AREAS ARE RESTORED.
12. INSPECT THE CONSTRUCTION SITE ONCE EVERY SEVEN DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS. ALL INSPECTIONS SHALL BE RECORDED IN THE SWPPP.
13. ALL SILT FENCES MUST BE REPAIRED, REPLACED, OR SUPPLEMENTED WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES 1/3 OF THE HEIGHT OF THE FENCE. THESE REPAIRS MUST BE MADE WITHIN 24 HOURS OF DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS. ALL REPAIRS SHALL BE RECORDED IN THE SWPPP.
14. IF SEDIMENT ESCAPES THE CONSTRUCTION SITE, OFF-SITE ACCUMULATIONS OF SEDIMENT MUST BE REMOVED IN A MANNER AND AT A FREQUENCY SUFFICIENT TO MINIMIZE OFF-SITE IMPACTS.
15. ALL SOILS TRACKED ONTO PAVEMENT SHALL BE REMOVED DAILY.
16. ALL PERMANENT SEDIMENTATION BASINS MUST BE RESTORED TO THEIR DESIGN CONDITION IMMEDIATELY FOLLOWING STABILIZATION OF THE SITE.
17. COLLECTED SEDIMENT, ASPHALT AND CONCRETE MILLINGS, FLOATING DEBRIS, PAPER, PLASTIC, FABRIC, CONSTRUCTION AND DEMOLITION DEBRIS AND OTHER WASTES MUST BE DISPOSED OF PROPERLY AND MUST COMPLY WITH ILLINOIS EPA DISPOSAL REQUIREMENTS.
18. OIL, GASOLINE, PAINT, AND ANY HAZARDOUS SUBSTANCES MUST BE PROPERLY STORED, INCLUDING SECONDARY CONTAINMENT, TO PREVENT SPILLS, LEAKS, OR OTHER DISCHARGE. RESTRICTED ACCESS TO STORAGE AREAS MUST BE PROVIDED TO PREVENT VANDALISM. STORAGE AND DISPOSAL OF HAZARDOUS WASTE MUST BE IN COMPLIANCE WITH ILLINOIS EPA REGULATIONS.
19. EXTERNAL WASHING OF TRUCKS AND OTHER CONSTRUCTION VEHICLES MUST BE LIMITED TO A DEFINED AREA OF THE SITE. RUNOFF MUST BE CONTAINED AND WASTE PROPERLY DISPOSED OF; NO ENGINE DEGREASING IS ALLOWED ONSITE.
20. ALL LIQUID AND SOLID WASTES GENERATED BY CONCRETE WASHOUT OPERATIONS MUST BE CONTAINED IN A LEAK-PROOF CONTAINMENT FACILITY OR IMPERMEABLE LINER. THE LIQUID AND SOLID WASTES MUST NOT CONTACT THE GROUND, AND THERE MUST NOT BE RUNOFF FROM THE CONCRETE WASHOUT OPERATIONS OR AREAS. LIQUID AND SOLID WASTES MUST BE DISPOSED OF PROPERLY AND IN COMPLIANCE WITH ILLINOIS EPA REGULATIONS. A SIGN MUST BE INSTALLED ADJACENT TO EACH WASHOUT FACILITY TO INFORM CONCRETE EQUIPMENT OPERATORS TO UTILIZE THE PROPER FACILITIES.
21. UPON COMPLETION OF THE PROJECT AND STABILIZATION OF ALL GRADED AREAS, ALL TEMPORARY EROSION CONTROL FACILITIES SHALL BE REMOVED FROM THE SITE.
22. SEE ADDITIONAL NOTES ON SHEET C7.2 (1)

EROSION CONTROL SEQUENCE OF EVENTS

1. INSTALL CONSTRUCTION ENTRANCE INTO THE SITE. (1)
2. INSTALL SILT FENCE AND INLET FILTERS.
3. AGGREGATE BASE COURSE WORK, CURBS, AND BASE COURSE PAVING SHALL BE PERFORMED AS SOON AS PRACTICAL.
4. GREEN SPACE AREAS WHICH ARE GRADED AND NO LONGER IN THE PATH OF CONSTRUCTION OPERATIONS SHALL BE TOPSOILED, SEEDED OR SODDED, AND MULCHED AS SOON AS POSSIBLE IN ONE CONTINUOUS OPERATION.
5. PRIOR TO REMOVING INLET FILTERS FROM STORMWATER INTAKE STRUCTURES, REMOVE AND PROPERLY DISPOSE OF ALL ACCUMULATED SILT IN FILTERS.

SYMBOL LEGEND

- (PS) PERMANENT VEGETATED SURFACE, SEE SHEET C3.0
- (P) PERMANENT HARDSCAPE SURFACE, SEE SHEET C3.0
- (IF) TEMPORARY INLET FILTER, SEE DETAIL 8/C7.0
- TEMPORARY SEDIMENT BARRIER, SEE DETAIL 9/C7.0
- PERMANENT SEEDING, SEE NOTE #4 UNDER EROSION CONTROL SEQUENCE OF EVENTS AND SOIL EROSION SCHEDULE
- TEMPORARY CONSTRUCTION ENTRANCE, SEE DETAIL 9/C7.1 (1)
- RAIN GARDEN, SEE DETAIL 2/C7.1

SOIL EROSION SCHEDULE

	STABILIZATION TYPE	JAN.	FEB.	MAR.	APR.	MAY	JUN.	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.
A	PERMANENT SEEDING						IRRIGATE						
B	DORMANT SEEDING												
C	SODDING							IRRIGATE-2 TO 3 WEEKS					
D	MULCHING												

A. KENTUCKY BLUEGRASS @ 90#/ACRE MIXED W/PERENNIAL RYE GRASS @ 30#/ACRE
B. KENTUCKY BLUEGRASS @ 135#/ACRE MIXED W/PERENNIAL RYE GRASS @ 45#/ACRE PLUS 2 TONS STRAW MULCH/ACRE
C. SOD
D. STRAW MULCH @ 2 TONS/ACRE

NOTE:
THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING ALL SOIL EROSION AND SEDIMENTATION CONTROLS, AS REQUIRED HEREIN, AND MAINTAINING THESE CONTROLS AS FOLLOWS:
1. FOR 90 DAYS, AFTER OCCUPANCY PERMIT IS ISSUED, EXCEPT THAT AT SUCH TIME ALL SODDED & SEEDED AREAS MUST BE DEVELOPED, HEALTHY STRANDS OF GRASS WHICH SHALL HAVE UNDERGONE AT LEAST THREE MOWINGS.

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Client:
LOTUS VIRGINIA
709 OAK HOLLOW COURT
CRYSTAL LAKE, IL 60014

Project Title:
DUNKIN'
SITE DESIGN
154 VIRGINIA AVE
CRYSTAL LAKE, IL 60014

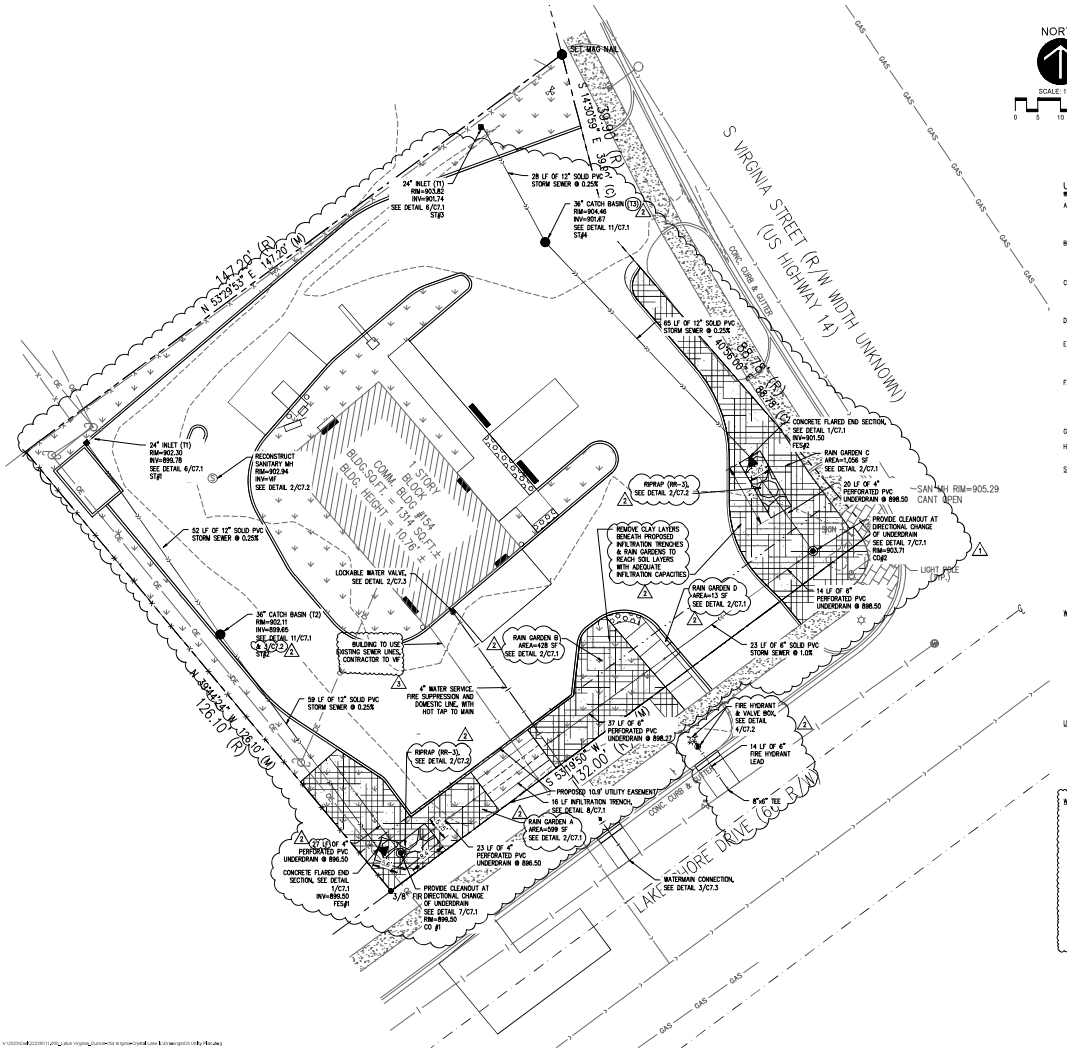
DOUGLAS H. HEYDEN
062-068911
LICENSED PROFESSIONAL ENGINEER
OF ILLINOIS

Date: October 7, 2025
Expires: November 30, 2027

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Checked By: DHK
Issue Date: 10.04.2023
Sheet Title:
EROSION CONTROL PLAN

C5.0
Sheet: 6 of 13



DRAINAGE STRUCTURE CASTINGS

TYPE OF CASTING TO BE PROVIDED FOR EACH STRUCTURE SHALL BE AS INDICATED ON PLANS IN THE FOLLOWING MANNER:

48" CATCH BASIN (T1)
- TYPE OF CASTING
- STRUCTURE TYPE
- STRUCTURE SIZE

CASTING SYMBOL	NEENAH CATALOG NUMBER
T1	R-2535 (OPEN GRATE)
T2	R-3281-A (CURB INLET)
T3	R-1713 WITH R-2504 GRATE

UTILITY NOTES

A. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PERFORM OR COORDINATE ALL NECESSARY UTILITY CONNECTIONS AND RELOCATIONS FROM EXISTING UTILITY LOCATIONS TO THE PROPOSED BUILDING, AS WELL AS TO ALL ONSITE AMENITIES. THESE CONNECTIONS INCLUDE, BUT ARE NOT LIMITED TO, WATER, SANITARY SEWER, CABLE TV, TELEPHONE, GAS, ELECTRIC, SITE LIGHTING, ETC.

B. ALL WORK PERFORMED SHALL MEET THE STANDARDS OUTLINED IN THE ENCLOSED PLANS, AS WELL AS THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION) BY THE ILLINOIS DEPARTMENT OF TRANSPORTATION, AND THE STANDARD SPECIFICATIONS FOR WATER AND SEWER CONSTRUCTION IN ILLINOIS (LATEST EDITION), UNLESS OTHERWISE NOTED.

C. THE ACCURACY AND COMPLETE INCLUSION OF THE LOCATIONS OF EXISTING UTILITIES IS NOT GUARANTEED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE IDENTIFICATION AND PROTECTION OF ALL PRIVATE AND PUBLIC UTILITIES EVEN THOUGH THEY MAY NOT BE SHOWN ON THE PLANS. ANY UTILITY THAT IS DAMAGED SHALL BE REPAIRED OR REPLACED TO THE SATISFACTION OF THE ENGINEER, OWNER, AND UTILITY OWNER, BY THE CONTRACTOR AT HIS EXPENSE.

D. THE CONTRACTOR SHALL VERIFY THE ELEVATIONS AT PROPOSED CONNECTIONS TO EXISTING UTILITIES PRIOR TO ANY DEMOLITION OR EXCAVATION.

E. ALL SEWER AND WATER MAIN WHICH FALLS WITHIN THREE (3) FEET OF EXISTING OR PROPOSED HARDSCAPE SURFACES SHALL BE BACKFILLED WITH TRENCH BACKFILL MATERIAL IN ACCORDANCE WITH IDOT GRADATION CA-6. THE TRENCH BACKFILL SHALL EXTEND A DISTANCE OF 2'-0" BEYOND THE HARDSCAPE AND EXTEND DOWN FROM THAT POINT AT A 1:1 SLOPE AWAY FROM THE HARDSCAPE.

F. NEW AND EXISTING STRUCTURES ONSITE SHALL BE ADJUSTED TO FINISHED GRADE PRIOR TO FINAL INSPECTION OF THE WORK. ADJUSTMENTS UPWARD SHALL BE MADE USING PRECAST CONCRETE ADJUSTMENT RINGS, BUT NO MORE THAN 8" OF RINGS SHALL BE USED. IF THE TOTAL HEIGHT OF ADJUSTMENT EXCEEDS 8" THEN ADJUSTMENTS SHALL BE MADE BY ADDING/REMOVING COMPLETE BARREL SECTIONS TO ACHIEVE THE DESIRED ELEVATION. ALL ADJUSTING RINGS SHALL BE SET IN BUTYL ROPE JOINT SEALANT.

G. PIPES OF DISSIMILAR MATERIALS SHALL BE CONNECTED BY "BANDSEAL" CONNECTORS OR APPROVED EQUAL, AS NECESSARY.

H. ALL MANHOLES, CATCH BASINS, AND INLET STRUCTURES SHALL BE PRECAST REINFORCED CONCRETE CONFORMING TO ASTM C-478.

STORM SEWERS & SANITARY SEWERS

A. SEWERS SHALL BE POLYVINYL CHLORIDE (PVC) PIPE, SDR 26, CONFORMING TO ASTM D3034 WITH JOINTS CONFORMING TO ASTM D3212 AND ASTM F477 ELASTOMERIC GASKETS, UNLESS OTHERWISE NOTED.
B. "WATER MAIN QUALITY" PVC SEWER SHALL CONFORM TO ASTM D2241 WITH JOINTS CONFORMING TO ASTM D3139 AND ASTM F477 ELASTOMERIC GASKETS.
C. REINFORCED CONCRETE PIPE (RCP) SEWERS, WHERE NOTED ON THE PLANS, SHALL CONFORM TO ASTM C76, CLASS IV, WITH CONFINED "O-RING" JOINTS CONFORMING TO ASTM C443.
D. DUCTILE IRON (DIP) SEWER, WHERE SHOWN ON PLANS, SHALL BE CLASS 52 CONFORMING TO ANSI 21.51 (AWWA C151) WITH "PUSH-ON" OR "MECHANICAL" JOINTS CONFORMING TO ANSI 21.11 (AWWA C111 AND C600).
E. WHEN CONNECTING TO AN EXISTING SEWER MAIN BY MEANS OTHER THAN A WYE FITTING, TEE FITTING, OR EXISTING MANHOLE, ONE OF THE FOLLOWING METHODS SHALL BE USED:
   - CIRCULAR SAW-CUT OF SEWER MAIN BY PROPER TOOL "SEWER TAP" MACHINE (OR SIMILAR) AND PROPER INSTALLATION OF HUB-WYE SADDLE OR HUB-TEE SADDLE.
   - REMOVE AN ENTIRE SECTION OF PIPE (BREAKING ONLY THE TOP OF ONE BELL) AND REPLACE WITH A WYE OR TEE BRANCH SECTION.
   - WITH A PIPE CUTTER, NEARLY AND ACCURATELY CUT OUT DESIRED LENGTH OF PIPE FOR INSERTION OF A PROPER FITTING USING "BANDSEAL" OR SIMILAR COUPLINGS TO HOLD IT FIRMLY IN PLACE.

WATER MAINS AND SERVICES

A. ALL WATER MAINS AND SERVICE PIPES GREATER THAN 3" IN DIAMETER SHALL BE DUCTILE IRON (DIP) CLASS 52 CONFORMING TO ANSI 21.51 (AWWA C151) WITH "PUSH-ON" OR "MECHANICAL" JOINTS CONFORMING TO ANSI 21.11 (AWWA C111 AND C600).
B. ALL GATE VALVES, VALVE BOXES, HYDRANTS, CORPORATION STOPS, CURB BOXES, AND CURB STOPS SHALL BE IN ACCORDANCE WITH LOCAL REQUIREMENTS.
C. ALL TEES, BENDS, HYDRANTS, AND VALVES SHALL BE ADEQUATELY SUPPORTED WITH POUR BLOCKING, SUPPORTED LATERALLY WITH POURED IN PLACE THRUST BLOCKING AGAINST UNDISTURBED EARTH. ALL FITTINGS SHALL BE INSTALLED WITH RETAINER GLANDS.
D. ALL WATER MAINS SHALL HAVE A MINIMUM DEPTH OF 5'-6". IF COVER REQUIREMENT CANNOT BE MET, INSTALL 2" RIGID POLYSTYRENE INSULATION WITH A THERMAL RESISTANCE OF AT LEAST 5 AND A COMPRESSIVE STRENGTH OF AT LEAST 25 PSI. INSULATION SHALL BE 8' WIDE, CENTERED OVER PIPE WITH 6" SAND CUSHION BETWEEN PIPE AND INSULATION.
E. PRESSURE TEST AND DISINFECT ALL NEW WATER MAINS IN ACCORDANCE WITH STATE AND LOCAL REQUIREMENTS.

UTILITY CROSSINGS

A. WATER MAINS AND SERVICES SHALL BE PROTECTED FROM SANITARY SEWERS, STORM SEWERS, AND COMBINED SEWERS IN ACCORDANCE WITH TITLE 35: ENVIRONMENTAL PROTECTION AGENCY SUBTITLE F: PUBLIC WATER SUPPLIES, CHAPTER II: ENVIRONMENTAL PROTECTION AGENCY, PARTS 651-654 TECHNICAL POLICY STATEMENTS, SECTION 653.119.
B. AT ALL LOCATIONS WHERE A SANITARY OR STORM SEWER CROSSES A WATER MAIN OR SERVICE PIPE, PROVIDE "WATER MAIN QUALITY" SEWER PIPE WITHIN 10 FEET MEASURED HORIZONTALLY FROM THE POINT OF CROSSING.
C. AT LOCATIONS WHERE WATER MAINS OR SERVICES ARE SHOWN AS CROSSING BELOW STORM OR SANITARY SEWERS, THEY SHALL BE DEPRESSED BELOW THE MINIMUM COVER DEPTH, AS NECESSARY TO MAINTAIN THE 18" MINIMUM ALLOWABLE CLEAR SEPARATION.

WATER SERVICE TESTING REQUIREMENTS

A. AFTER WATER SERVICE HAS BEEN INSPECTED AND APPROVED THE FOLLOWING TESTS ARE REQUIRED. CONTACT THE COMMUNITY DEVELOPMENT DEPARTMENT TO SCHEDULE INSPECTIONS WITH PERMIT NUMBER AND ADDRESS. MINIMUM OF 24 HOURS ADVANCE NOTICE IS REQUIRED. CITY OF CRYSTAL LAKE PERSONAL TO OPERATE ALL VALVES.
B. DO NOT INSTALL THE RPZ BACKFLOW DEVICE UNTIL WATER TESTING HAS BEEN COMPLETED AND APPROVED.
C. ILLINOIS ENVIRONMENTAL PROTECTION AGENCY OPERATING PERMIT REQUIRED BEFORE WATER CAN BE TESTED TO BUILDING, IF APPLICABLE.
D. FULL-BORE FLUSH OF WATER SERVICE FOR A MINIMUM OF 5 MINUTES OR UNTIL PIPE IS DETERMINED TO BE CLEAR OF FOREIGN DEBRIS.
E. INSTALL PERMANENT VALVES FOR FIRE AND DOMESTIC SERVICE. THE FIRST DOMESTIC VALVE IS REQUIRED TO BE A LOCKABLE TYPE IF THERE A SINGLE WATER SERVICE FOR THE FIRE AND DOMESTIC.
F. A HYDROSTATIC TEST OF A FIRE SERVICE FROM CITY VALVE (B-BOX, VALVE VAULT) TO THE FIRST PERMANENT VALVE OR VALVES IN BUILDING. THE TEST IS REQUIRED TO HOLD 200 PSI FOR A MINIMUM OF 2 HOURS WITH NO LOSS OF PRESSURE.
G. AFTER COMPLETION OF THE PRESSURE TESTING THE CHLORINATION CAN BE INSERTED INTO THE WATER SERVICE.
H. SAMPLES ARE REQUIRED AT EACH CONNECTION TO THE SERVICE AND INSIDE AT THE VALVE. AFTER 24 HOURS OF CHLORINATION IN THE SYSTEM THE FIRST DAY SAMPLE CAN BE TAKEN. THE FOLLOWING DAY THE SECOND DAY SAMPLE CAN BE TAKEN.
I. SUBMIT THE RESULTS FROM AN APPROVED TESTING AGENCY TO THE CRYSTAL LAKE COMMUNITY DEVELOPMENT DEPARTMENT. AFTER RECEIPT OF APPROVED RESULTS THE WATER MAY BE TURNED ON INTO THE BUILDING.

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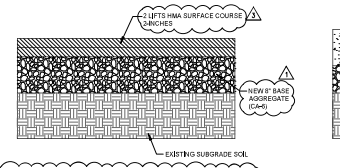
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DOUGLAS H. HEYDEN
LICENSED PROFESSIONAL ENGINEER
ILLINOIS
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Checked By: DHK
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UTILITY PLAN

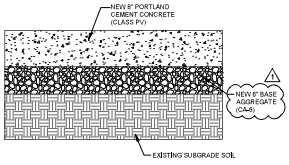
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Sheet: 7 of 13



HEAVY-DUTY BITUMINOUS SURFACE PAVEMENT SECTION

1 C7.0

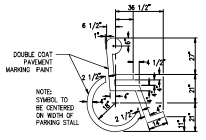
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CONCRETE CONSTRUCTION DETAIL

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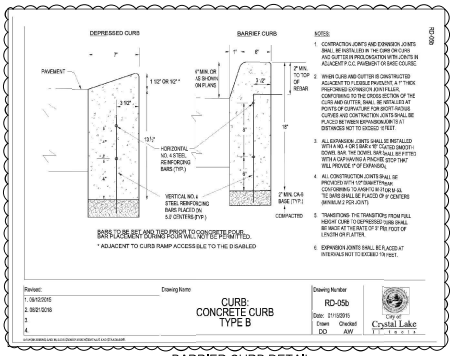
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HANDICAPPED PAINTED SYMBOL

4 C7.0

NOT TO SCALE



CURB: CONCRETE CURB TYPE B

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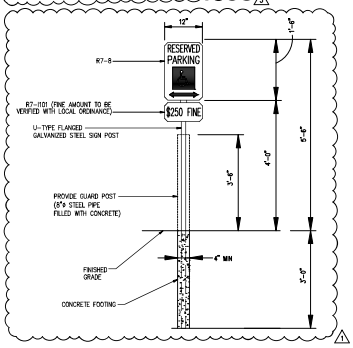
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BARRIER CURB DETAIL

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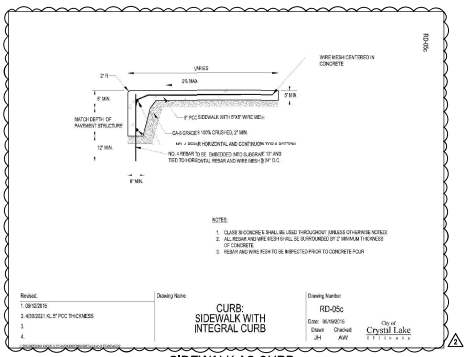
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ACCESSIBLE PARKING SIGN DETAIL

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NOT TO SCALE



CURB: SIDEWALK WITH INTEGRAL CURB

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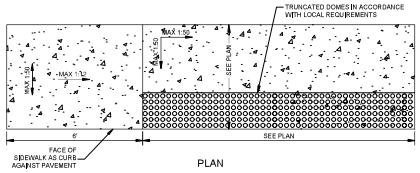
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SIDEWALK AS CURB AGAINST PAVEMENT

6 C7.0

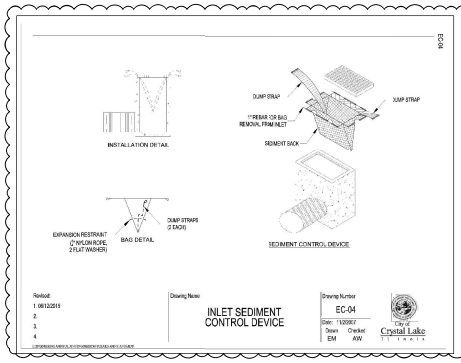
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ACCESSIBLE CURB RAMP

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NOT TO SCALE



INLET SEDIMENT CONTROL DEVICE

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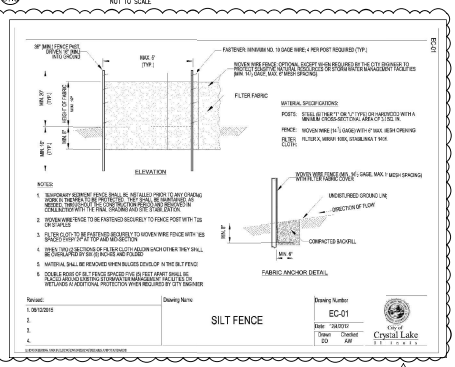
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INLET FILTER BASKET

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NOT TO SCALE



SILT FENCE

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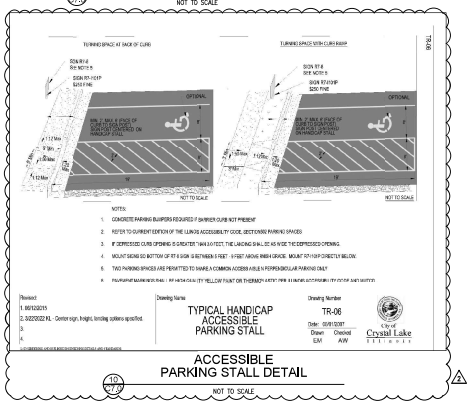
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SILT FENCE DETAIL

9 C7.0

NOT TO SCALE



TYPICAL HANDICAP ACCESSIBLE PARKING STALL

Drawing Number: TR-06

Date: 03/01/2007

Drawn: EM Checked: AW

ACCESSIBLE PARKING STALL DETAIL

10 C7.0

NOT TO SCALE

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Seal:
DOUGLAS H. KEPPEN
ILLINOIS
LICENSED PROFESSIONAL ENGINEER
Date: October 17, 2025
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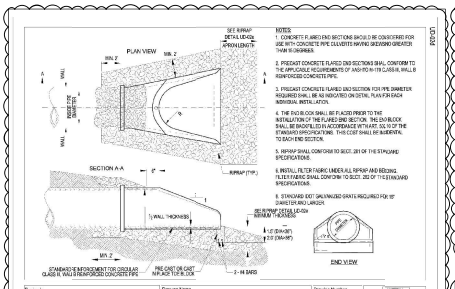
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3	02.25.25	City Comments
4	10.17.25	City Comments

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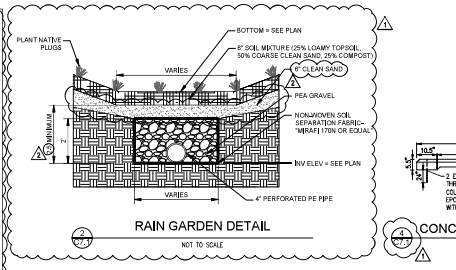
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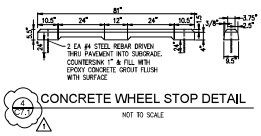
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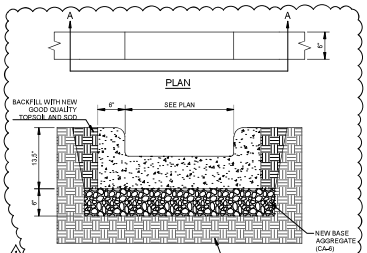
RAIN GARDEN DETAIL

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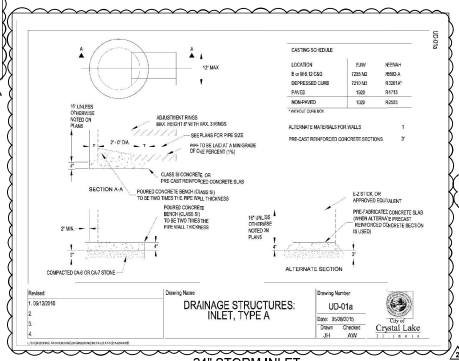
CONCRETE WHEEL STOP DETAIL

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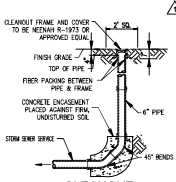
CURB CUT DETAIL

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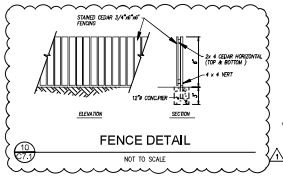
24" STORM INLET

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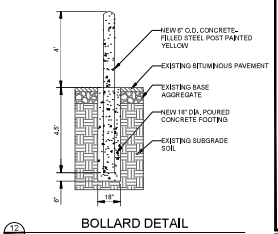
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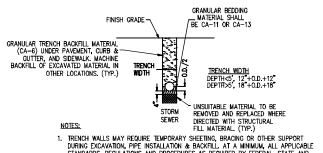
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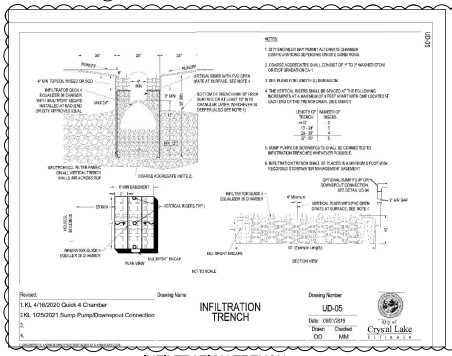
12 C7.1 NOT TO SCALE



NOTES:
1. TRENCH WALLS MAY REQUIRE TEMPORARY SHEETING, BRACING OR OTHER SUPPORT DURING EXCAVATION. PIPE INSTALLATION & BACKFILL, AT A MINIMUM, ALL APPLICABLE STANDARDS, REGULATIONS AND PROCEDURES AS REQUIRED BY FEDERAL, STATE AND LOCAL LAW FOR THE PROTECTION OF WORK IN OPEN CUT EXCAVATIONS SHALL BE ADHERED TO FOR THE PROTECTION OF PERSONNEL & PROPERTY.
2. GRANULAR TRENCH BACKFILL REQUIRED FOR UTILITIES LOCATED LESS THAN 3' FROM THE OUTSIDE EDGE OF PAVEMENT.
3. GRANULAR BEDDING MATERIAL SHALL BE TAMPED INTO PLACE AS SHOWN (ONLY TO ½ POINT OF PIPE IF DUCTILE IRON PIPE IS TO BE USED, TYP.). FOR THERMOPLASTIC PIPE, THE BEDDING MATERIAL SHALL CONFORM TO ASTM D-2321 (CLASS I) AND SHALL EXTEND 12" (MIN) ABOVE THE TOP OF PIPE

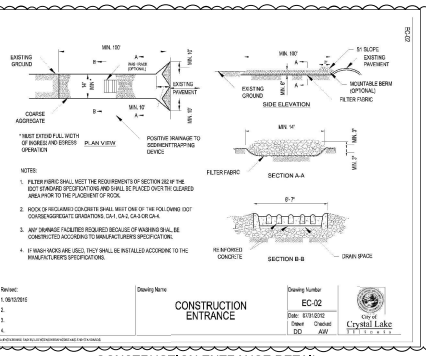
UTILITY TRENCH

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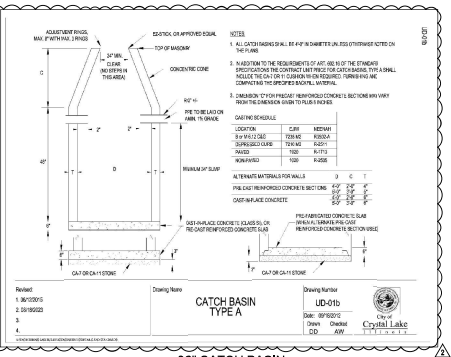
INFILTRATION TRENCH

8 C7.1 NOT TO SCALE



CONSTRUCTION ENTRANCE DETAIL

9 C7.1 NOT TO SCALE



36" CATCH BASIN

11 C7.1 NOT TO SCALE

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Sheet: C7.1
9 of 13

STORMWATER MANAGEMENT

597 Attachment 2

City of Crystal Lake

Appendix 2

Standard Soil Erosion and Sediment Control Notes

1. Control measures shall meet the minimum standards and specifications of the Illinois Urban Manual unless stated otherwise. **[Amended 11-07-2020 by Ord. No. 7078]**
2. Soil disturbance shall be conducted in such a manner as to minimize erosion. Areas of the construction site that are not to be disturbed shall be protected from construction traffic or other disturbance until final stabilization is achieved.
3. Soil stabilization measures shall consider the time of year, development site conditions and the use of temporary or permanent measures.
4. Stabilization by seeding shall include topsoil placement and fertilization, as necessary.
5. Native seed mixtures shall include rapid-growth annual grasses or small grains to provide initial, temporary soil stabilization.
6. Off-site property shall be protected from erosion and sedimentation. Velocity dissipation devices shall be placed at concentrated discharge locations and along the length of any outfall channel, as necessary to prevent erosion.
7. Sediment control measures shall be installed prior to the disturbance of tributary areas.
8. Stabilization of disturbed areas shall be initiated immediately whenever any clearing, grading, excavating or other earth-disturbing activities have permanently ceased on any portion of the site or temporarily ceased on any portion of the site in accordance with this part and will not resume for a period exceeding 14 calendar days. Stabilization of disturbed areas shall be initiated within one working day after the cessation of earth-disturbing activities and shall be completed as soon as possible, but not later than 14 calendar days from the initiation of such erosion work in an area. Exceptions to these time frames are specified below.
   a. Where the initiation of stabilization measures is precluded by snow cover, stabilization measures shall be initiated as soon as practicable; and
   b. In areas where construction activity has temporarily ceased and will resume after 14 days, a temporary stabilization method may be used.
9. Disturbance of steep slopes shall be minimized. Areas or embankments having slopes steeper than 3:1 shall be stabilized with staked or pinned sod, erosion control blankets in combination with seeding, or an equivalent control measure.

595 Attachment 2:1 — Page 15, No. 2020

CRYSTAL LAKE CODE

10. Perimeter control measures shall be provided downslope and perpendicular to the flow of runoff from disturbed areas, where the tributary area is greater than 5,000 square feet, and where runoff will flow in a sheet flow manner. Particular erosion control shall also be provided at the base of soil stockpiles.
11. The stormwater management system shall be protected from erosion and sedimentation downslope from disturbed areas. Inlet protection for inflows sediment loading, while allowing runoff to enter the inlet, shall be required for all storm sewers. Check dams, or an equivalent control measure, shall be required for all channels. Filter fabric inlet protection and straw bale check dams are not acceptable control measures.
12. If dewatering services are used, discharges shall be routed through an effective sediment control measure (e.g., sediment trap or an equivalent control measure). The enforcement officer shall be notified prior to the commencement of dewatering activities.
13. All temporary soil erosion and sediment control measures shall be removed within 30 days after final stabilization of the development site is achieved or after the temporary measures are no longer necessary. Trapped sediment shall be removed and disturbed areas shall be permanently stabilized.
14. Stockpiled soil and materials shall be removed from local channel areas at the end of each working day. Soil and materials stockpiled on NWW or buffer areas shall be placed on timber dams, or an equivalent control measure.
15. Effective control measures shall be utilized to minimize the discharge of pollutants from the development site. At a minimum, control measures shall be implemented in order to:
   a. Minimize the discharge of pollutants from equipment and vehicle washing, wheel wash water, and other wash waters; and
   b. Minimize the exposure of building materials, building products, construction wastes, trash, landscape materials, fertilizers, pesticides, herbicides, detergents, vehicle fluids, sanitary wastes, and other materials present on the development site to precipitation and to stormwater.
16. Adequate receptacles shall be provided for the disposing of all construction material debris generated during the development process. The applicant shall not cause or permit the dumping, depositing, dropping, throwing, discarding or leaving of construction material debris upon or into any development site, channel, or NWW. The development site shall be maintained free of construction material debris.
17. Use enforcement officer may require additional or alternate soil erosion and sediment control measures, based on development-site-specific considerations and the effectiveness of the installed control measures.

595 Attachment 2:2 — Supp 15, Nov 2005

STORMWATER MANAGEMENT

597 Attachment 3

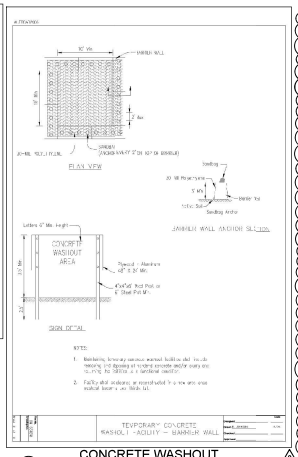
City of Crystal Lake

Appendix 3

Standard Drain Tile Notes

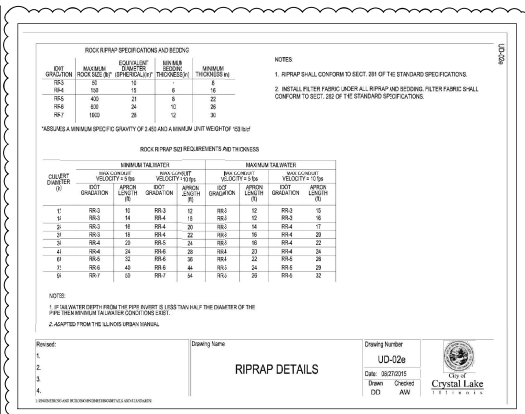
1. Drain tiles disturbed during regulated development shall be reconnected by those responsible for their disturbance, unless the development plans specify abandonment of the drain tiles.
2. All abandoned drain tiles within disturbed areas shall be removed in their entirety.
3. Drain tiles within the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

595 Attachment 3:1 — 02 - 03 - 2006



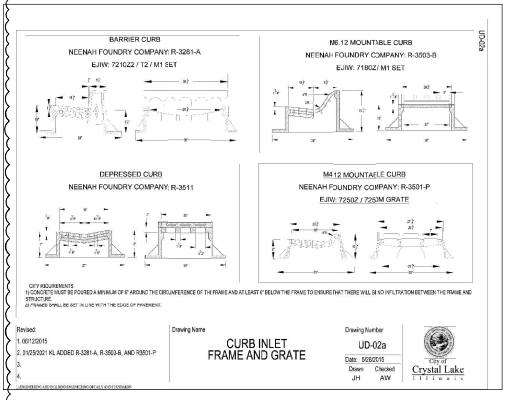
CONCRETE WASHOUT

NOT TO SCALE



RIPRAP DETAILS

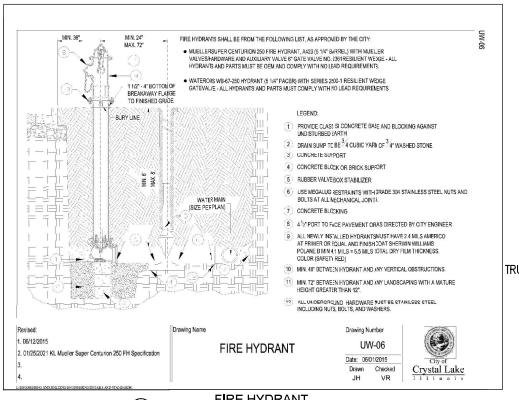
NOT TO SCALE



CURB INLET FRAME AND GRATE

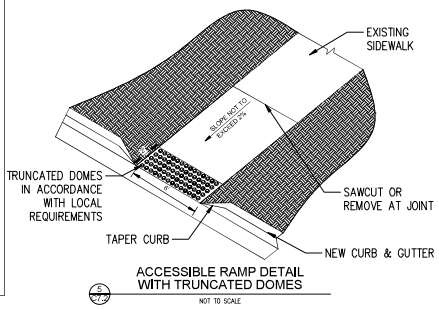
36" CURB INLET

NOT TO SCALE



FIRE HYDRANT

NOT TO SCALE



ACCESSIBLE RAMP DETAIL WITH TRUNCATED DOMES

NOT TO SCALE

Larson Engineering Inc.
1452 Edison Street, Suite 100
Naperville, IL 60563-8603
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www.larsonengineering.com
ILLINOIS LICENSE NO. 184-001442
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Client: LOTUS VIRGINIA
709 OAK HOLLOW COURT
CRYSTAL LAKE, IL 60014

Project Title: DUNKIN' SITE DESIGN
154 VIRGINIA AVE
CRYSTAL LAKE, IL 60014

Seal: DOUGLAS H. KEMPER — 081.007553 — LICENSED PROFESSIONAL ENGINEER OF ILLINOIS

Date: October 17, 2023
Expires: November 30, 2027

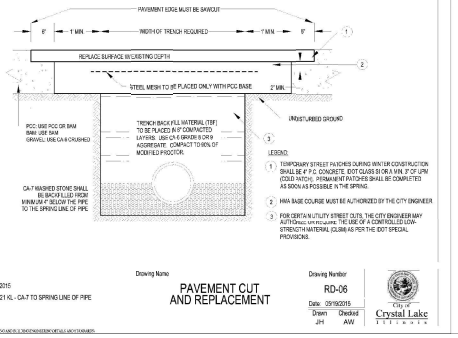
Rev.	Date	Description
1	09.25.24	City Comments
2	10.28.24	City Comments
3	03.25.25	City Comments
4	10.17.25	City Comments

Project #: 22223001.000
Drawn By: NLF
Checked By: DHK
Issue Date: 10.04.2023
Sheet Title: DETAILS

C7.2

Sheet: 10 of 13

V:\2022\04\22223001.000_Lotus Virginia\Plans\+ IM Virginia-Crystal Lake IL\Drawings\07 Details.dwg



RD-06

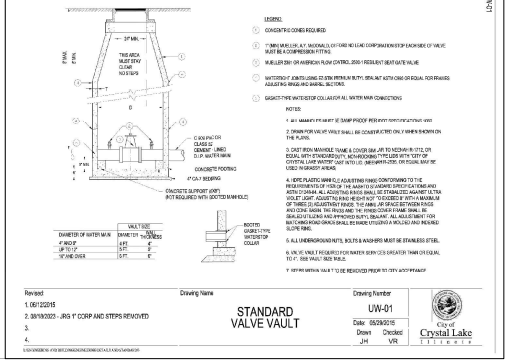
Revised:
1. 06/12/2015
2. 08/2/2021 KL - CA-7 TO SPRING LINE OF PIPE
3.
4.

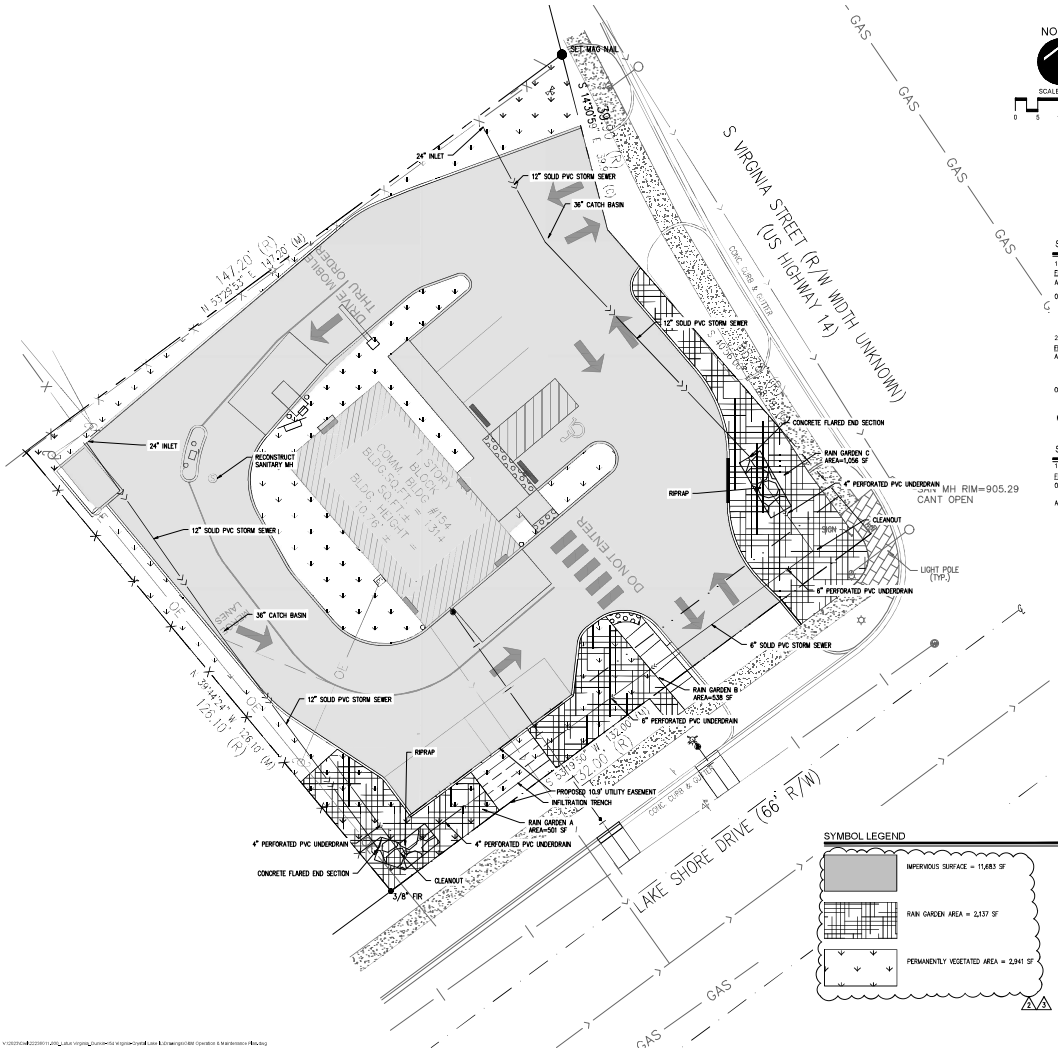
Drawing Name: PAVEMENT CUT AND REPLACEMENT

Drawing Number: RD-06
Date: 05/19/2015
Drawn: JH | Checked: AW

City of Crystal Lake Illinois

1 / C7.3 PAVEMENT PATCH
NOT TO SCALE


FINAL GRADE
5FT MIN.
TREE BRICK
TYPE NEW
CLOSE
NO STEPS
CLOCKPVC OR
CLASS SI
CEMENT LINED
D.I.P. WATER MAIN
CONCRETE FOOTING
4"CA-7 BEDDING
CONCRETE SUPPORT (VRT)
(NOT REQUIRED WITH BOOTED MAIN VALVE)
BOOTED GASKETTYPE
WATERSTOP
COLLAR
VAULT SIZE
DIAMETER OF WATER MAIN
MAIN SIZE
4" AND 6"
4 FT
4"
UP TO 12"
5 FT
6"
16" AND OVER
6 FT
8"
LEGEND:
1 CONCENTRIC CONES REQUIRED.
2 1" MAN MUELLER, A.Y. MCDONALD, OR FORD NO LEAD CORPORATION STOP EACH SIDE OF VALVE MUST BE A COMPRESSION FITTING.
3 MUELLER 2361-3/4" AMERICAN FLOW CONTROL, 2500-1 RESILIENT SEAT GATE VALVE
4 WATERSTOP JOINTS USING ES-SEAL PREMIUM BUTYL SEAL AT 5' WITH ONE-SR EQUAL FOR RINGS ADJUSTING RINGS AND BARREL SECTIONS.
5 GASKET TYPE WATERSTOP COLLAR FOR ALL WATER MAIN CONNECTIONS
NOTES:
1. ALL MANHOLES TO BE WATER TIGHT (PER IDOT SPECIFICATIONS) AND
2. DRAIN FOR VALVE VAULT SHALL BE CONSTRUCTED ONLY WHERE SHOWN ON THE PLANS.
3. CAST IRON MANHOLE FRAME & COVER (MH_01 TO MEET IDOT, OR EQUAL WITH STANDARDS (WITH_MONOGRAM) TYPE LESS WITH "CITY OF CRYSTAL LAKE WATER" CAST WITH LID (MH-WATER-STD), OR EQUAL MAY BE USED IN GRASSY AREAS.
4. HDPE PLASTIC MANHOLE ADJUSTING RINGS CONFORMING TO THE REQUIREMENTS OF 1070.04 OF THE AASHTO M 294/ASTM SPECIFICATIONS AND ASTM D 4976 AMENDMENT 1. ADJUSTING RINGS SHALL BE STRAIGHT SIDED, MANUFACTURED BY ADVANCED DRAINAGE SYSTEMS, INC. OR EQUAL



NORTH

SCALE: 1"=10'

0 5 10 20

OPERATION & PLAN NOTES

1. O&M PLAN PROCEDURES AND PRACTICES MUST BE REVIEWED AND ASSESSED ANNUALLY.
2. ACCESS ROUTES INCLUDING ROADWAYS AND SIDEWALKS SHALL BE INSPECTED ANNUALLY AND MAINTAINED AS NEEDED.
3. DRAINAGE STRUCTURES MUST BE INSPECTED AND CLEANED SEMI-ANNUALLY.
4. VOLUME CONTROL BMPs SHALL BE INSPECTED SEMI-ANNUALLY AND AFTER SIGNIFICANT RAINFALL EVENTS EXCEEDING 1.5 INCHES.
5. THE OWNER SHALL KEEP AN UPDATED LOG BOOK DOCUMENTING THE PERFORMANCE OF THE REQUIRED O&M ACTIVITIES FOR PERPETUITY. LOG BOOKS MUST BE PRODUCED UPON THE REQUEST OF A VILLAGE INSPECTOR.
6. VEGETATION SHALL BE MAINTAINED ON A REGULAR BASIS.
7. PEST CONTROL MEASURES SHALL BE IMPLEMENTED TO ADDRESS INSECTS AND RODENTS.
8. SIGNAGE AND FENCING SHALL BE INSTALLED AND MAINTAINED WHERE NECESSARY TO PROTECT PROPERTY AND THE PUBLIC.
9. THE SANITARY SEWERS MUST BE INSPECTED ANNUALLY AND MAINTAINED BY OWNER. SEWERS SHALL BE CLEANED ON A PERFORMANCE BASIS ANNUALLY.
10. VOLUME CONTROL PROCEDURES AND PRACTICES MUST BE REVIEWED AND ASSESSED ANNUALLY. ACCESS ROUTES, INCLUDING ROADWAYS AND SIDEWALKS, DRAINAGE SYSTEMS, AND MONITORING WELLS, MUST BE INSPECTED, CLEANED, AND MAINTAINED AS NEEDED SEMI-ANNUALLY.

STORMWATER BMP ACTIVITY SCHEDULE

1.) CATCH BASINS, INLETS, MANHOLES, ROOF DRAINS, AND STORM SEWERS:

FREQUENCY:	ACTIVITY:
AS NEEDED:	CLEAR LEAVES AND DEBRIS FROM DRAINAGE STRUCTURE GRATES TO AVOID CLOGGING AND BLOCKAGES.
ONCE PER YEAR:	KEEP CATCH BASIN CLEAR OF DEBRIS AND LITTER. CLEAN WHEN THEY BECOME ONE THIRD FULL TO MAINTAIN SEDIMENT-TRAPPING CAPACITY. VISUALLY INSPECT PIPES BY REMOVING STRUCTURE LIDS. MAKE REPAIRS AS NECESSARY. STORM SEWERS AND ROOF DRAINS SHALL BE CHECKED FOR SILTATION DEPOSITS. FLUSH DEBRIS FROM PIPES USING HIGH PRESSURE WATER AND COLLECT FROM STRUCTURES, AS NEEDED.

2.) RAIN GARDENS, INFILTRATION TRENCH, & TRIBUTARY AREA:

FREQUENCY:	ACTIVITY:
AS NEEDED:	INSPECT AFTER RUNOFF EVENTS AND ENSURE WATER DRAINS WITHIN 72 HOURS. REMOVE ACCUMULATED SEDIMENT FROM BASIN AS REQUIRED. RESTORE ORIGINAL CROSS SECTION AND INFILTRATION RATE. DISPOSING OF SEDIMENT PROPERLY. REPAIR ADJACENT TRIBUTARY SURFACES IF EVIDENCE OF EROSION IS OBSERVED.
ONCE PER YEAR:	ADD ADDITIONAL STONE. INSPECT FACILITY AND PRETREATMENT AREAS FOR SEDIMENT BUILDUP, EROSION, EXCESS VEGETATIVE GROWTH, ETC. INSPECT OUTLET CONTROL STRUCTURE FOR DAMAGE AND SIGNS OF SPILLS/CONTAMINATION.
MONTHLY:	INSPECT SURFACE STONE AND REPAIR ERODED AREAS. REMOVE LITTER AND DEBRIS. CLEAR LEAVES AND DEBRIS FROM OVERFLOW.

SANITARY SEWER MAINTENANCE ACTIVITY SCHEDULE

1.) SANITARY MANHOLES AND SEWERS:

FREQUENCY:	ACTIVITY:
ONCE PER YEAR:	INSPECT MANHOLES AND SEWERS TO IDENTIFY BLOCKAGES, STRUCTURAL DEFECTS, AND POTENTIAL SAFETY HAZARDS.
AS NEEDED:	CLEAN BLOCKAGES USING HYDRAULIC OR MECHANICAL METHODS.

Larson Engineering Inc.
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Naperville, IL 60563-8503
(630) 357-8100 (630) 357-0164
www.larsonengr.com
ILLINOIS LICENSE NO.: 184-001442

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Client:
LOTUS VIRGINIA
709 OAK HOLLOW COURT
CRYSTAL LAKE, IL 60014

Project Title:
DUNKIN'
SITE DESIGN
154 VIRGINIA AVE
CRYSTAL LAKE, IL 60014

DOUGLAS H. HEPPNER
062-060572
LICENSED PROFESSIONAL ENGINEER
OF
ILLINOIS

Date: October 7, 2025
Expires: November 30, 2027

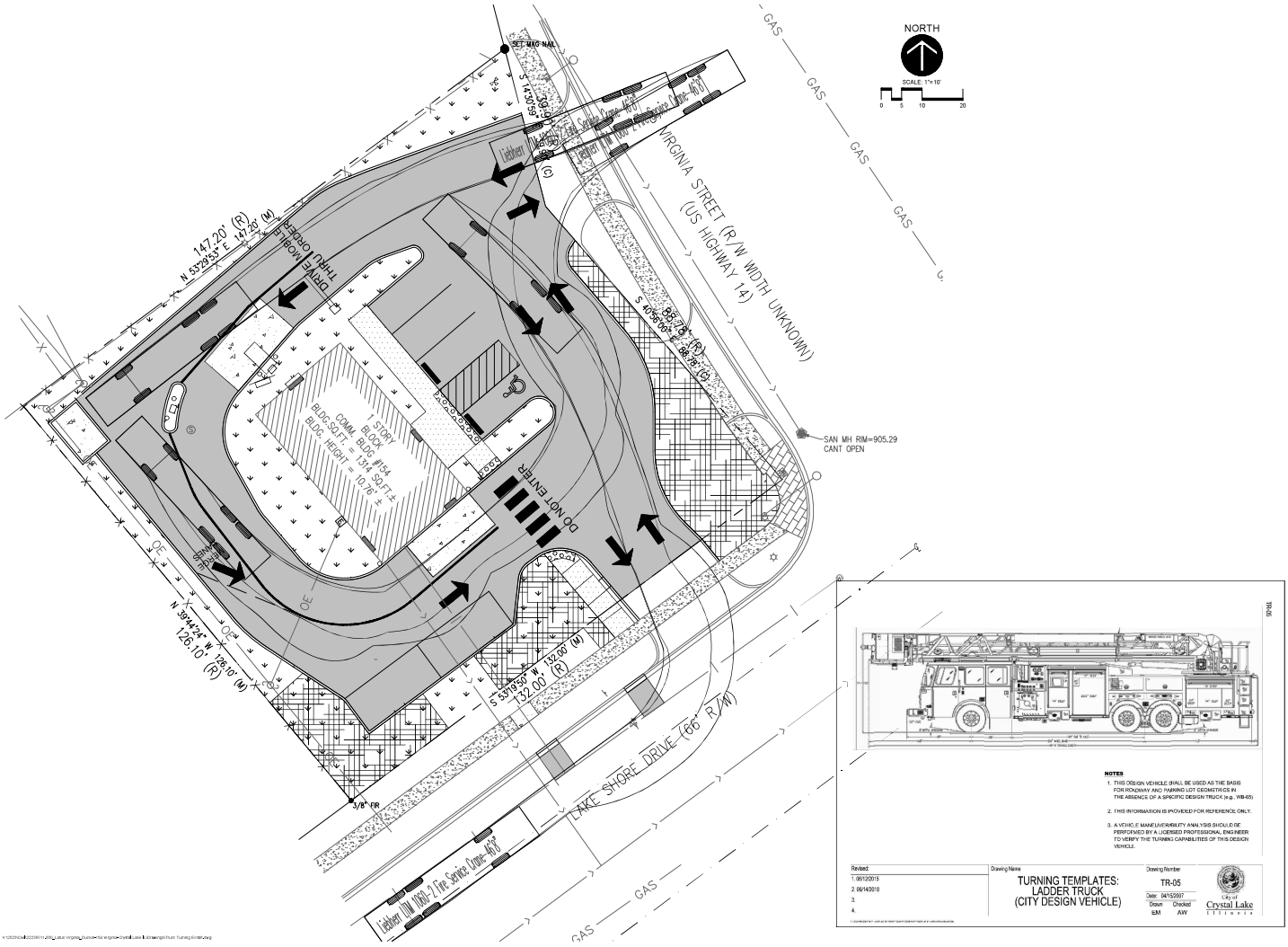
Rev.	Date	Description
1	09.05.24	City Comments
2	11.26.24	City Comments
3	02.25.25	City Comments
4	10.17.25	City Comments

Project #: 2223001.000
Drawn By: NLF
Checked By: DHK
Issue Date: 10.04.2023
Sheet Title:
OPERATION & MAINTENANCE PLAN

O&M

Sheet: 12 of 13

V:\2023\civil\2223001.000_cad\ Virginia_Dunkin-Set Virginia-Dunkin Lotus\Drawings\08 Operation & Maintenance Plan.dwg



NOTES

1. THIS DESIGN VEHICLE SHALL BE USED AS THE BASIS FOR ROADWAY AND PARKING LOT GEOMETRICS IN THE ABSENCE OF A SPECIFIC DESIGN TRUCK (e.g., WB-65)
2. THIS INFORMATION IS PROVIDED FOR REFERENCE ONLY.
3. A VEHICLE MANEUVERABILITY ANALYSIS SHOULD BE PERFORMED BY A LICENSED PROFESSIONAL ENGINEER TO VERIFY THE TURNING CAPABILITIES OF THIS DESIGN VEHICLE.

Revised	Drawing Name	Drawing Number
1. 06/12/2015	TURNING TEMPLATES: LADDER TRUCK (CITY DESIGN VEHICLE)	TR-05
2. 06/14/2018		Date: 04/15/2097
3.		Drawn: EM / Checked: AW
4.		City of Crystal Lake Illinois

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Naperville, IL 60563-8503
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Client:
LOTUS VIRGINIA
709 OAK HOLLOW COURT
CRYSTAL LAKE, IL 60014

Project Title:
DUNKIN'
SITE DESIGN
154 VIRGINIA AVE
CRYSTAL LAKE, IL 60014

DOUGLAS M. GERVAIS
003.019572
LICENSED PROFESSIONAL ENGINEER
OF ILLINOIS
Date: October 7, 2025
Expires: November 30, 2027

Rev.	Date	Description
1	09.05.25	City Comments
2	10.06.25	City Comments
3	10.07.25	City Comments
4	10.17.25	City Comments

Project #: 2223001.1.000
Drawn By: NLF
Checked By: DHK
Issue Date: 10.04.2023
Sheet Title:
TRUCK TURNING EXHIBIT

TTE

Sheet: 13 of 13

= OPTIONAL OSB VDU

= VIDEO DISPLAY UNIT

= PRINTER

= PRINTER UNDERCOUNTER

= FLOOR SINK

= ELECTRICAL DUPLEX OUTLET

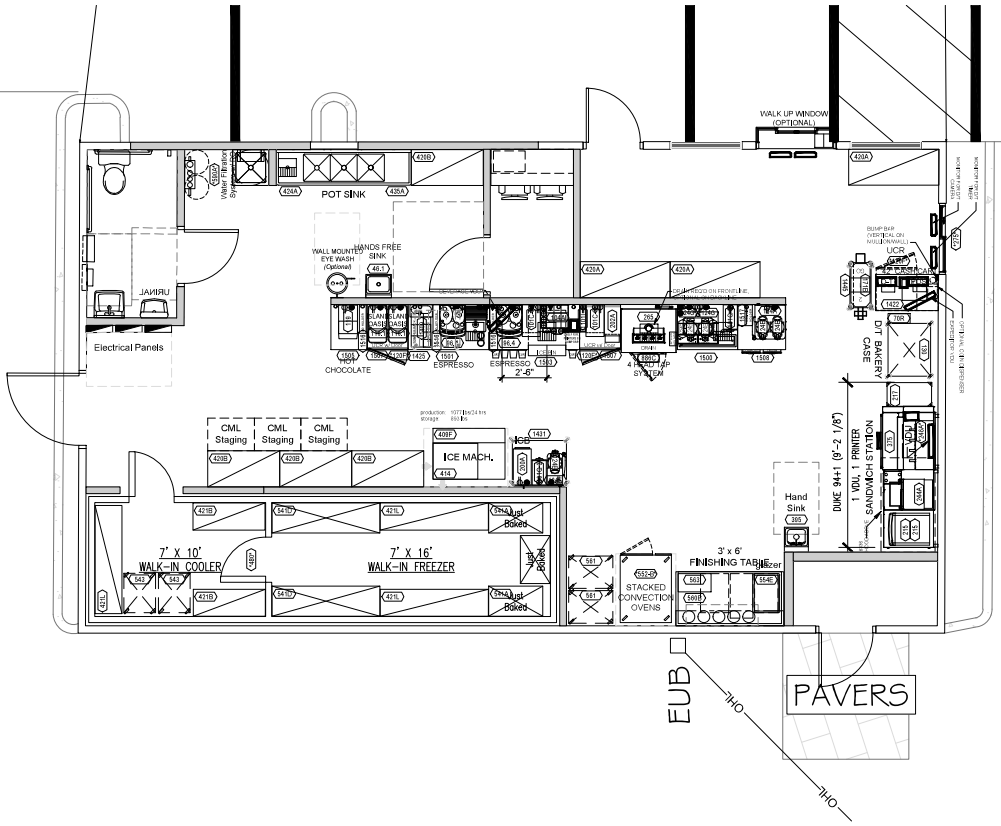
= ELECTRICAL SINGLE OUTLET

= RECESSED PLUMBING

= RECESSED TECHNOLOGY

1,314 SF Total
2 DRY DELIVERIES per WK.
2 REF'D DELIVERIES per WK.
400 DZNS. of DONUTS per WK.
100 DZNS. of Munchkins per WK.
38 LF Dry Storage Shelving

0 5' 10'



NOTES:

1. FRANCHISEE'S ARCHITECT SHALL ENSURE 40" MINIMUM CLEAR ACCESS INTO AND THROUGHOUT THE STORE FOR DELIVERY OF LARGE EQUIPMENT ITEMS.
2. FRANCHISEE'S ARCHITECT TO VERIFY COMPLIANCE WITH APPLICABLE ADA AND CODE REQUIREMENTS FOR RESTROOM(S) AND ENTRANCE(S).
3. WINDOW(S) TO BE IN-FILLED, TINTED, OR BLOCKED OUT WITH APPROVED DBI WINDOW GRAPHICS.
4. UNSIGHTLY UTILITIES:
   TO ENHANCE THE D/T EXPERIENCE PLAN ACCORDINGLY TO EITHER REMOVE OR SCREEN WHEN POSSIBLE.
5. DEFAULT WATER FILTRATION SYSTEM SHOWN. ARCHITECT TO HAVE WATER TESTED TO VERIFY ACTUAL SYSTEM REQUIRED. BOOSTER PUMP CAN BE ELIMINATED IF INCOMING WATER PRESSURE TO THE BUILDING IS 65PSI OR HIGHER.

NORTH

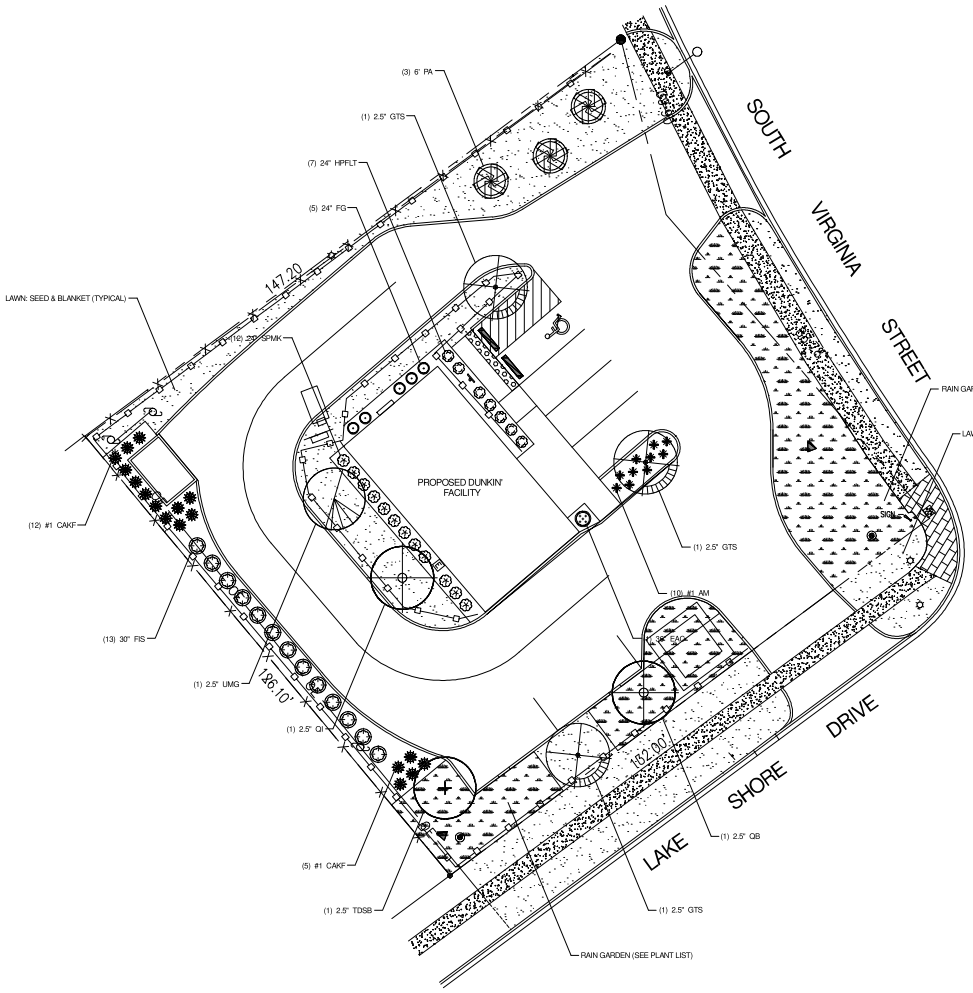
PRELIMINARY KITCHEN LAYOUT

SCALE: 3/16" = 1'-0"

DUNKIN'

DUNKIN' (PC#364510)
154 S VIRGINIA AVE, CRYSTAL LAKE, IL
1 JUNE 2023

KORU



PLANT LIST

Qty.	Common Name	Botanical Name	Size	Remarks	Key
3	Skyline Locust	Gleditsia triacanthos 'Skyline'	2.5"	B&B	GTS
1	Swamp White Oak	Quercus bicolor	2.5"	B&B	QB
1	Shingle Oak	Quercus imbricaria	2.5"	B&B	QI
1	Shawnee Brave Bald Cypress	Taxodium distichum 'Shawnee Brave'	2.5"	B&B	TDSB
1	Triumph Elm	Ulmus 'Morton Glossy'	2.5"	B&B	UMG
3	Norway Spruce	Picea abies	6'	B&B	PA
1	Dwarf Burning Bush	Euonymus alatus 'Compactus'	36"	Cont.	EAC
5	Dwarf Fothergilla	Fothergilla gardenii	24"	Cont.	FG
13	Show Off Forsythia	Forsythia intermedia 'Show Off'	30"	Cont.	FIS
7	Fire Light Tidbit Hydrangea	Hydrangea paniculata 'SMNHPK'	24"	Cont.	HPFLT
12	Miss Mk Lilac	Syringa patula 'Miss Kim'	24"	Cont.	SPMK
10	Millenium Ornamental Onion	Allium 'Millenium'	#1	Pots	AM
17	Karl Foerster Reed Grass	Calamagrostis acutiflora 'Karl Foerster'	#1	Pots	CAKF

RAIN GARDEN PLANT LIST *(24"-30" Spacing)*

Qty.	Common Name	Botanical Name	Size
Bank			
75	Prairie Dropseed	Sporobolus heterolepis	Plugs
75	Golden Alexander	Zizia aurea	Plugs
Slope			
50	Dwarf Joe Pye Weed	Eupatorium dubium 'Baby Joe'	Plugs
50	Kobold Spiked Gayfeather	Liatris 'Kobold'	Plugs
50	Goldsturm Black Eyed Susan	Rudbeckia fulgida 'Goldsturm'	Plugs
Basin			
50	Cinderella Swamp Milkweed	Asclepias incarnata 'Cinderella'	Plugs
75	Fox Sedge	Carex vulpinoidea	Plugs
50	Great Blue Lobelia	Lobelia siphilitica	Plugs

0 5 10 20 30

SCALE: 1"=10'

REVISIONS:
10.22.24 OWNER REVIEW
10.31.24 OWNER REVIEW

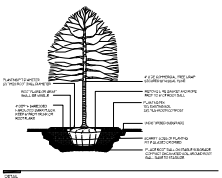
DOWDEN DESIGN GROUP
LANDSCAPE ARCHITECTURE, DESIGN & PLANNING
P.O. BOX 415 GLENDALE HEIGHTS, IL 60139
DOWDENDESIGNGROUP.COM PHONE: (847) 562-7254

DUNKIN' BRANDS
154 VIRGINIA AVENUE
CRYSTAL LAKE, ILLINOIS

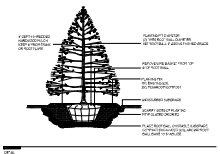
LANDSCAPE PLAN

DATE: 10.11.24
SCALE: 1"=10'
DRAWN: CJD

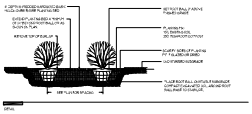
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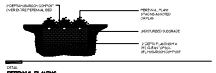
DETAIL
DECIDUOUS TREE PLANTING



DETAIL
EVERGREEN TREE PLANTING



DETAIL
SHRUB PLANTING



DETAIL
PERENNIAL PLANTING

NOTES:

1) The Landscape Contractor shall provide and install all plant materials in the quantities and sizes sufficient to complete planting as shown on the Landscape Plans. All plants shall comply with the requirements of the current American Standard for Nursery Stock published by The American Nursery and Landscape Association. Plants shall meet size, genus, species and variety and be in good health, free of insects, diseases or defects. No "park grade" materials shall be accepted. Trees not exhibiting a central (or single) leader will be rejected unless noted in the plant list as multi-stem. Quantity lists are supplied for convenience. The Landscape Contractor shall verify all quantities and, in case of a discrepancy, the drawn plan shall prevail over the plant list. No plants are to be changed or substituted without approval of the Owner or a representative of James Dowden & Associates, Inc.

2) All plants shall be watered during the first 24-hour period following installation. A watering schedule must be agreed upon with the Owner (before plantings are installed) of whom, when and how plant materials are to be properly watered. The Landscape Contractor shall verify proper watering is being done for the establishment and health of all plant materials. The Landscape Contractor shall warranty all plant materials for one year from the time of installation and project acceptance.

3) Plants shall be balled and burlapped unless otherwise noted on the Landscape Plans. No root bound materials shall be accepted and all synthetic or plastic materials shall be removed at the time of planting. It is the option of the Landscape Contractor to roll back burlap from the top of the root ball.

4) Recommended mulch depth is four inches (4") of shredded hardwood bark. The Landscape Contractor shall avoid over-mulching and the creation of "mulch volcanoes." Mulch Beds shall extend a minimum of two feet (2) beyond the center of a tree or shrub. Mulch must be pulled back at least two inches (2) from the base of a tree so the base of the trunk and root crown are exposed.

5) Prepare all perennial beds with one cubic yard of garden compost per 100 sf and the compost shall be rototilled to an 8" depth.

6) All plants shall be set plumb. It is the option of the landscape contractor to stake deciduous trees but it is also the responsibility of the Landscape Contractor to guarantee the plants remain plumb until the end of the guarantee period.

7) Trees shall be installed a minimum of five feet (5') horizontally from underground electrical feeders, sanitary sewers, sanitary services, water mains, and water services. Trees shall be installed a minimum of ten feet (10') horizontally from utility structures including, but not limited to, manholes, valve vaults and valve boxes. Shade trees shall be a minimum of ten feet (10') from all light poles and all shrubs shall be a minimum of three to five feet (3'-5') from all fire hydrants.

8) The Landscape Contractor shall locate the existence of all underground utilities prior to starting work. The Landscape Contractor must also keep the pavement and work areas in neat and orderly condition throughout the construction process. The Landscape Contractor shall acquaint himself with, And verify, Working conditions in advance of submitting a proposal. Failure to recognize inherent responsibilities does not relieve the contractor of obligations due to miscalculations.

9) Property owners shall be responsible for maintaining all landscaping shown on the approved plans throughout the life of the development.

10) Turf shall be Premium Bluegrass Mix seed and blanket in all disturbed areas except where sod is noted.

11) Once a Landscape Plan has been approved and a Building Permit issued, the Planning and Zoning Administrator may authorize minor revisions to the approved Landscape Plan including the substitution of equivalent planting and ground covers where such revisions do not diminish the benefits of the approved Landscape Plan. As such, revisions shall require the written approval of the Planning and Zoning Administrator.

12) Trees and shrubs shall not be located closer than ten (10) feet to fire hydrants, transformers, or other above ground utilities.

13) Bare root plants shall not be allowed.

14) All planted areas and landscaped islands shall receive a four (4) inch layer of shredded hardwood bark mulch.

PREMIUM BLUEGRASS SEED MIX (4-5 LBS/1000 S.F.)

MIX %	*SEED*	*GERMINATION*	*ORIGIN*
22.82%	AWARD KENTUCKY BLUEGRASS	85%	OR
22.22%	NuGLADE KENTUCKY BLUEGRASS	85%	OR/WA
17.79%	JACKPOT KENTUCKY BLUEGRASS	85%	OR/WA
16.11%	EVEREST KENTUCKY BLUEGRASS	85%	OR
9.98%	FIESTA 4 PERENNIAL RYEGRASS	90%	MN
9.97%	HANCOCK PERENNIAL RYEGRASS	90%	MN
1.11%	INERT MATTER		

REVISIONS:

DOWDEN DESIGN GROUP
LANDSCAPE ARCHITECTURE, DESIGN & PLANNING
P.O. BOX 415, LIBERTYVILLE, IL. 60048
DOWDENDESIGNGROUP.COM PHONE: (847) 362- 1254

DUNKIN' BRANDS
154 VIRGINIA AVENUE
CRYSTAL LAKE, ILLINOIS

LANDSCAPE PLAN

DATE: 10.17.24
SCALE: NONE
DRAWN: CJD

L102

01 GRAY
SW 7019
"GAUNTLET GRAY"

02 CHARCOAL
SW 7069
"IRON ORE"

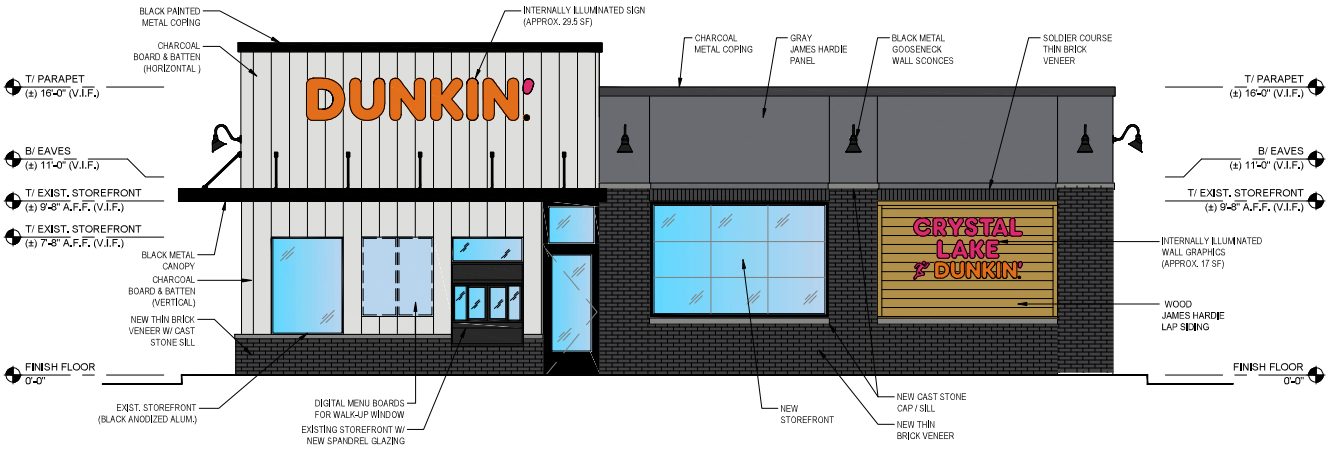
03 WOOD
PATTERN
COLOR:
"HONEY GLAZE"

04 OFF-WHITE
SW 7063
"NEBULOUS WHITE"

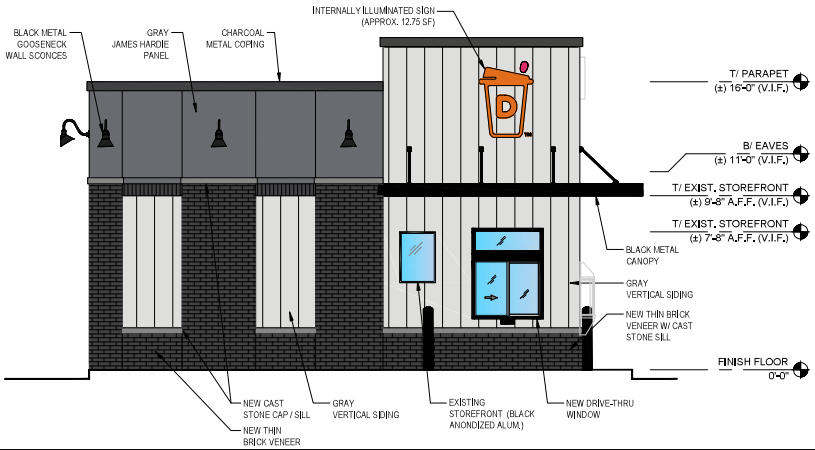
09 CHARCOAL
SW 7069
"IRON ORE"

12 DD PINK
PMS 7635C

13 DD ORANGE
PMS 3564C



NORTHEAST (FRONT) ELEVATION



SOUTHEAST (SIDE) ELEVATION

PRELIMINARY EXTERIOR ELEVATIONS (1 of 2)

SCALE: 3/16" = 1'-0"

DUNKIN'

PC# 364510
154 W VIRGINIA ST, CRYSTAL LAKE, IL
9 MAY 2025

KORU

01 GRAY
SW 7019
"GAUNTLET GRAY"

02 CHARCOAL
SW 7069
"IRON ORE"

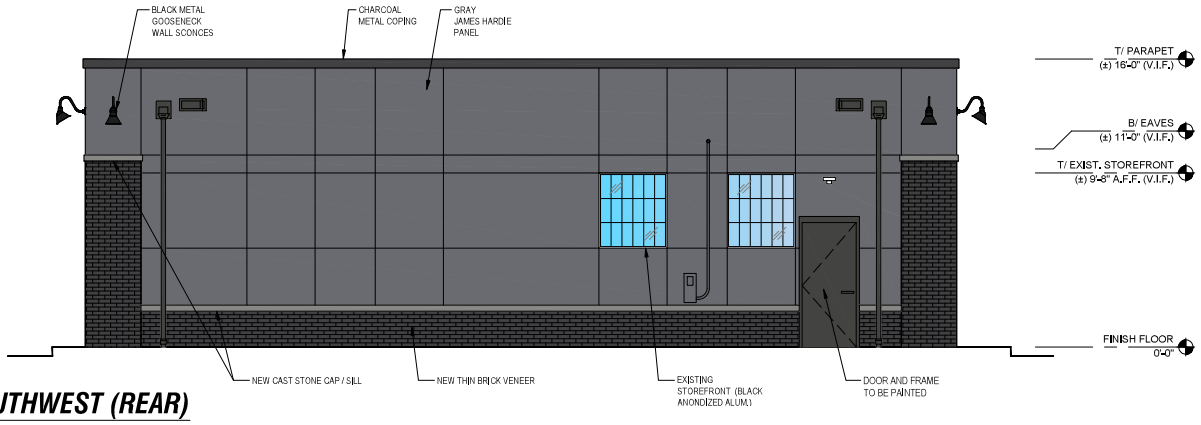
03 WOOD
PATTERN
COLOR:
"HONEY GLAZE"

04 OFF-WHITE
SW 7063
"NEBULOUS WHITE"

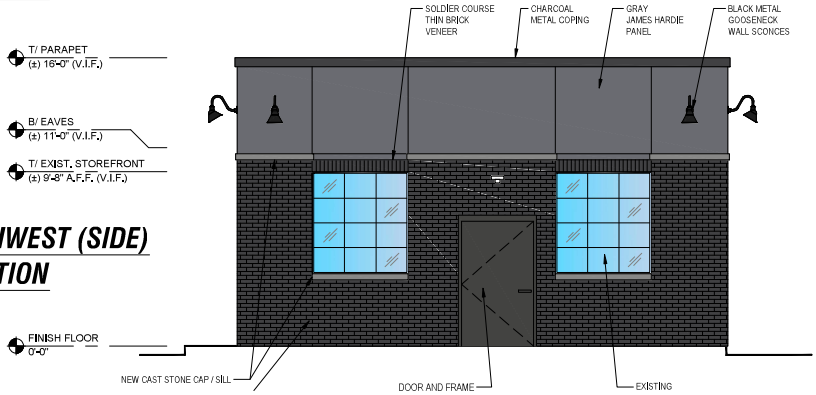
09 CHARCOAL
SW 7069
"IRON ORE"

12 DD PINK
PMS 7635C

13 DD ORANGE
PMS 3564C



SOUTHWEST (REAR) ELEVATION



NORTHWEST (SIDE) ELEVATION

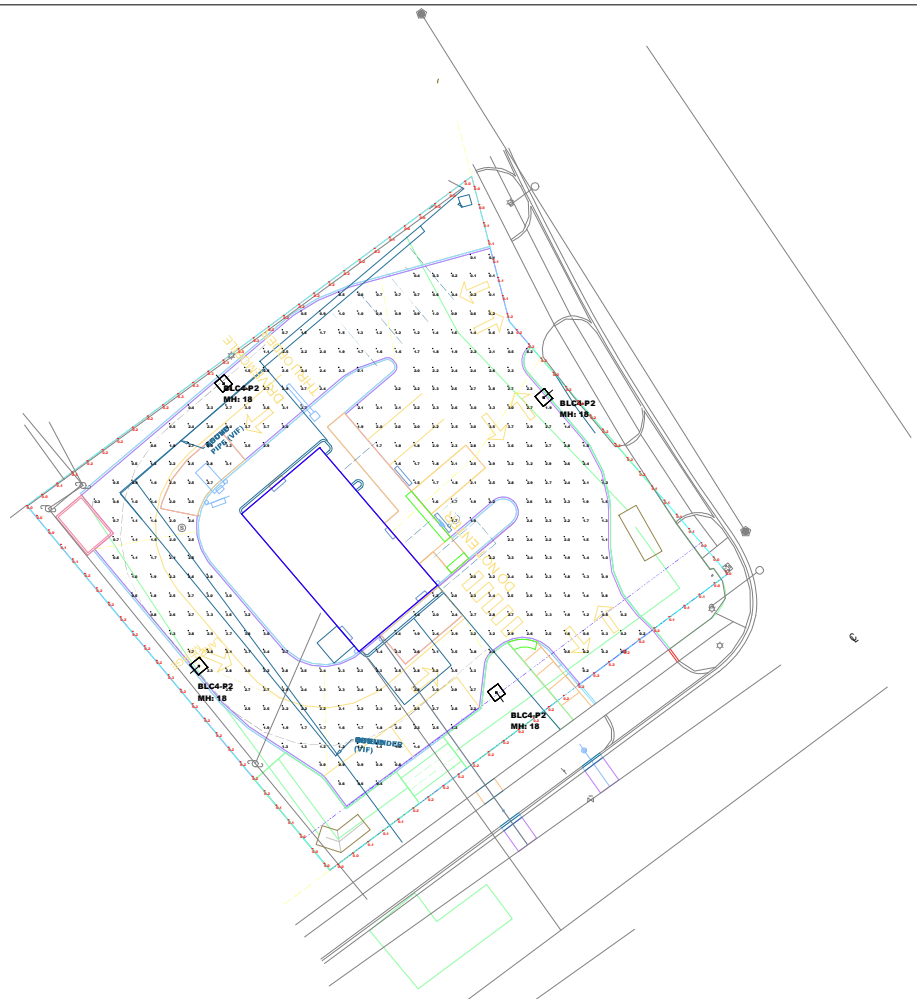
PRELIMINARY
EXTERIOR ELEVATIONS (2 of 2)

SCALE: 3/16" = 1'-0"

DUNKIN'

PC# 364510
154 W VIRGINIA ST, CRYSTAL LAKE, IL
24 APRIL 2025

KORU



villa LIGHTING

#	Date	Comments

Revisions

Date: 11/6/2025

DUNKIN DONUTS
CRYSTAL LAKE, IL

Luminaire Schedule							
Symbol	Qty	Label	Description	LLF	Luminaire Lumens	Luminaire Watts	BUG Rating
	4	BLC4-P2	DSX1 LED P2 40K 70CRI BLC4	1.000	7333	67.79	B0-U0-G3

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Parking Lot	Illuminance	Fc	1.99	3.8	0.1	19.90	38.00
Property Line	Illuminance	Fc	0.15	0.3	0.0	N.A.	N.A.

Luminaires & Lamps Furnished By Villa Lighting Inc. St Louis, MO. 63103
(800)325-0963
www.villalighting.com

The electrical contractor shall be responsible for receiving, storage, installation and wiring of light fixtures.

The electrical contractor shall report any damaged light fixtures or missing parts to Villa Lighting within 48 hours of receipt of light fixture package.

Design is based on current information provided at the time of request. Any changes in mounting height, mounting location, lamp wattage, lamp type, and existing field conditions that effect any of the previously mentioned will void the current layout and require a change request and recalculation. Calculations are based upon a computer simulation and actual field calculations may vary.

Fixtures mounted on 15' pole & 3' base
Light level calculated on the ground

villa LIGHTING

#	Date	Comments

Revisions

Date: 11/6/2025

DUNKIN DONUTS
CRYSTAL LAKE, IL

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: December 2, 2025

Item: Reconsideration of the Historic Landmark Designation for the Crystal Lake Academy Building at 210 McHenry Avenue

City Council Discretion:

1. To approve an ordinance revoking the Landmark status to the Crystal Lake Academy Building at 210 McHenry Avenue.

OR

2. To amend the conditions of the Landmark status for the Crystal Lake Academy Building at 210 McHenry Avenue.

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

Update:

- The community group/task force stated they are not interested in working on moving the building. No action to move the building has been taken since the October 21 City Council meeting.
- Trinity Church reached out to the community group/task force leader to offer the group the opportunity to start to document the building as discussed at the October 21 City Council meeting.
- October 21, 2025 City Council Meeting:
    - The City Council approved the landmark status for the iron fence.
    - The community group/task force was given 30 days to get a commitment letter to move the structure and by April 30, 2026 funds must be raised by sources other than the Church and the structure must be moved.
- July 15, 2025 City Council Meeting:
    - The Council heard presentations from the petitioner, the property owner, and members of the public.
    - The Council requested that a community group be formed to create a plan for the structure and to raise funds therefor. The request was continued to the October 21, 2025 City Council meeting.

Background:

Timeline:

- Demolition Permit for building submitted: August 12, 2024
- Application for Landmark status submitted: September 15, 2024
- HPC review and recommendation: November 7, 2024
- Continuation to explore preservation options: December 3, 2024 to April 1, 2025
- Continuation to explore preservation and fundraising options for moving the structure: April 1, 2025 to May 6, 2025 to June 3, 2025 to July 15, 2025
    - April/May: Neighboring property owner was contacted and was willing to have the building relocated to their property.
    - Three moving companies were contacted, two provided a quote and one came out for a site inspection. Wolfe House Movers of Indiana visited the site and a proposed route and location for relocation. The building is structurally sound enough to be moved, moving is estimated at $200,000.
    - July: Fundraising group stated community members did not want to donate if the building was being moved and for private use.
- July 15, 2025 City Council meeting resulted in a continuation to October 21, 2025 to allow a community group to be formed to create a plan and fundraise for the structure.
- A community group has been meeting monthly to create a restoration guide for the preservation and reuse of the building. The guide is part of the packet.
- At the October 7, 2025 community group meeting, members of St. Mary's Church were invited to attend.
- Following the October 7, 2025 meeting, City staff asked for St. Mary's Church perspective. Church representatives indicated they do not want to be responsible for the structure and wish for a determination from the City Council on the Landmark request. The Church's letter is included in the packet.
- The Historical Society, acting as the fiduciary, has raised almost $3,000 in cash and has pledges for $21,000 to cover costs for repair.
    - Landmarks Illinois was contacted to do an architectural analysis on the structure. The analysis reported that the structure is in sound structural condition and not in danger of harming anyone due to a structural failure.
    - Landmarks Illinois was contacted a second time to further enhance the structural analysis. An engineering firm was contacted to specifically analyze the ability to move the building. This analysis found the foundation in sound condition and the structure can be rehabilitated in a prioritized phased approach.

City Council Options

Based on the ordinance approved on October 21, 2025, the City Council has the following options

with respect to the landmark status of the Tarpley House:

1. Take No Action: This will leave in place Ordinance No. 8162, which conditionally granted landmark status to the Tarpley House. By taking no action today, the City Council would reserve its right to re-visit the landmarking of the Tarpley House if the second condition on the landmarking ("by April 30, 2026, funds must being raised by sources other than the Church and the structure must be moved from 210 McHenry Avenue") is not satisfied.

2. Adopt an Ordinance Revoking the Landmarking of the Tarpley House: Because the first condition for granting the landmark status of the Tarpley House was not satisfied, the City Council can adopt the attached ordinance, which will revoke the landmarking of the Tarpley House.

Either of the above actions does not affect the Landmarking of the iron fence. The fence was unanimously Landmarked at the October 21, 2025 City Council meeting by a separate ordinance.

Votes Required to Pass: A simple majority vote would be required to approve the attached ordinance.

4918-4829-8364, v. 1

DRAFT

ORDINANCE NO.

FILE NO.

CITY OF CRYSTAL LAKE

AN ORDINANCE RECONSIDERING ORDINANCE NO. 8162 AND REVOKING THE DESIGNATION OF THE TARPLEY HOUSE AS A LOCAL LANDMARK

WHEREAS, the Mayor and City Council of the City of Crystal Lake (the ***"City Council"***) have by ordinance established an Historic Preservation Commission; and

WHEREAS, pursuant to the terms of a Petition (File #PLN-2024-177) before the Crystal Lake Historic Preservation Commission, the Petitioners have requested a Historic Landmark Designation for the Crystal Lake Academy Building (Tarpley House) (the ***"Tarpley House"***) at 210 McHenry Avenue (St. Mary's Episcopal Church property); and

WHEREAS, on October 21, 2025, the City Council approved Ordinance No. 8162, which ordinance designated the Tarpley House as a local landmark, but such designation was conditioned upon submission to the City of a letter of commitment for relocating the Tarpley House from 210 McHenry Avenue (the "***Relocation Commitment***") within 30 days after the adoption of Ordinance No. 8162; and

WHEREAS, no Relocation Commitment was delivered to the City within the time prescribed in Ordinance No. 8162; and

WHEREAS, pursuant to the terms of Ordinance No. 8162, the City Council reserved the right to reconsider the designation of Tarpley House as a landmark if a Relocation Commitment

DRAFT

was not timely received; and

WHEREAS, pursuant to the terms of Ordinance No. 8162, the City Council has determined that the conditions upon which the landmark designation of the Tarpley House have not been satisfied; and

WHEREAS, pursuant to the terms of Ordinance No. 8162, the City Council has further determined that, in light of the failed conditions for landmark designation, it is necessary and appropriate to reconsider the landmark designation of the Tarpley House; and

WHEREAS, pursuant to the terms of Ordinance No. 8162, the City Council hereby finds and determines that the conditional landmark designation for the Tarpley House shall be revoked;

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

SECTION ONE. Recitals. The foregoing recitals are incorporated into and made a part of this Ordinance by reference.

SECTION TWO. Revocation of Landmark Designation; Repeal of Ordinance No. 8162. In light of the failed conditions for designation as set forth in Ordinance No. 8162, the City Council hereby:

a. Revokes the landmark designation relating to the Tarpley House; and

b. Repeals Ordinance No. 8162.

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

PASSED THIS _____ day of _____, 2025.

AYES: ( )

NAYS: ( )

DRAFT

ABSENT: ( )

APPROVED THIS _____ day of _____, 2025.

_____
Mayor

ATTEST:

_____
City Clerk

4917-6716-5052, v. 1

Ord. No. 8162
File No. 237

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING HISTORIC LANDMARK DESIGNATION TO CRYSTAL LAKE ACADEMY BUILDING AT 210 McHENRY AVENUE

WHEREAS, the Mayor and City Council of the City of Crystal Lake (the "***City Council***") have by ordinance established an Historic Preservation Commission; and

WHEREAS, pursuant to the terms of a Petition (File #PLN-2024-177) before the Crystal Lake Historic Preservation Commission, the Petitioners have requested a Historic Landmark Designation for the Crystal Lake Academy Building (Tarpley House) (the "***Tarpley House***") and iron fence along the east property side at 210 McHenry Avenue (St. Mary's Episcopal Church property); and

WHEREAS, the Historic Preservation Commission of the City of Crystal Lake held a public hearing at 7:00 p.m., on November 7, 2024 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Historic Landmark Designation and recommended approval of the request; and

WHEREAS, pursuant to separate ordinance, the City Council has granted landmark designation for the iron fence along the east property side at 210 McHenry Avenue; and

WHEREAS, having considered the recommendation of the Historic Preservation Commission and extensive testimony and comments regarding the status of the Tarpley House, the City Council has determined that, subject to the terms and conditions herein set forth, it is in the best interests of the CITY OF CRYSTAL LAKE and its residents that the Tarpley House be granted Historic Landmark Designation in accordance with the terms of this ordinance.

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 the Mayor and City Council of the City of Crystal Lake approve the Historic Landmark Designation of the Tarpley House at 210 McHenry Avenue, Crystal Lake, Illinois; provided, however, that the landmarking of the Tarpley House shall be subject to the following conditions:

A. within 30 days after the adoption of this ordinance, a letter of commitment to move the structure must be submitted to the City;
B. by April 30, 2026, funds must being raised by sources other than the Church and the structure must be moved from 210 McHenry Avenue;

(the "*Conditions*"); provided, further, that, if the Conditions are not satisfied within the timeframes set forth above, the landmark status of the Tarpley House shall be brought back to the City Council for reconsideration of its landmark status.

Section II: That the Historic Preservation Commission take all steps necessary to recognize the Historic Landmark Designation of the Tarpley House.

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 Historic Landmark Designation in accordance with the provisions of this Ordinance, as provided by law.

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

DATED at Crystal Lake, Illinois, this 21st day of October, 2025.

City of Crystal Lake, an
Illinois municipal corporation

Haig Haleblian, MAYOR

SEAL

ATTEST:

CITY CLERK

Passed: October 21, 2025
Approved: October 21, 2025

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: October 21, 2025

Item: REPORT OF THE HISTORIC PRESERVATION COMMISSION

Historic Landmark Designation for the Crystal Lake Academy Building and iron fence at 210 McHenry Avenue

Diana Kenney and James Heisler, applicants

HPC Recommendation: Motion to approve the Historic Preservation Commission (HPC) recommendation and adopt an Ordinance authorizing Historic Landmark designation for the Crystal Lake Academy Building and iron fence at 210 McHenry Avenue.

City Council Discretion:

1. To approve the Historic Preservation Commission (HPC) recommendation and adopt an Ordinance granting the Landmark status to the Crystal Lake Academy Building and iron fence at 210 McHenry Avenue.

OR

2. To deny the HPC recommendation and not approve the Landmark status at 210 McHenry Avenue.

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

Update:

- July 15, 2025 City Council Meeting:
  - The Council heard presentations from the petitioner, the property owner, and members of the public.
  - The Council requested that a community group be formed to create a plan for the structure and fundraise. The request was continued to the October 21, 2025 City Council meeting.
- A community group has been meeting monthly to create a restoration guide for the preservation and reuse of the building. The guide is part of the packet.

- At the October 7, 2025 community group meeting, members of St. Mary's Church were invited to attend.
- Following the October 7, 2025 meeting, City staff asked for St. Mary's Church perspective. Church representatives indicated they do not want to be responsible for the structure and wish for a determination from the City Council on the Landmark request. The Church's letter is included in the packet.
- The Historical Society, acting as the fiduciary, has raised almost $3,000 in cash and has pledges for $21,000 to cover costs for repair.

Request:

Under Chapter 295 of the City Code, the City Council has the authority to make the final decision on landmark recommendations. The Historic Preservation Commission (HPC) recommended approval of a landmark application for the Crystal Lake Academy Building (Tarpley House, Gates House) and iron fence at 210 McHenry Avenue. The application was **not** filed by the owner of the property, St. Mary's Church.

A structure's landmark potential is established based on the criteria in Chapter 295. The HPC first reviews and makes a recommendation on the proposed landmark. The recommendation and criteria move forward to the City Council for the final vote.

The City Council vote is based on the HPC recommendation and the Landmark criteria.

Background:

- The builder, Andrew Jackson Simons, brought his knowledge of cobblestone construction from New York State to Crystal Lake and built a unique cobblestone foundation on this building. The building is one of the few surviving buildings with the cobblestone elements.
- The building is over 170 years old, one of the oldest in Crystal Lake.
- Originally constructed as a school, it educated many early settlers that are now known as prominent families in Crystal Lake's history.
- The structure and grounds were purchased by Simon S. Gates, who raised his family in the home.
- The full historical summary is in the Application Packet.
- The owner of the property (St. Mary's) had filed a demolition permit for the building in order to make use of the land on which it sits. St. Mary's opposes the designation because of its desire to devote resources to other priorities than the repair and maintenance of the building.

- In light of this, and in order to look at all options, staff was asked to work with the applicants to look at moving the structure. The following activities have taken place over the past eight months to explore this situation:

- Landmarks Illinois was contacted to do an architectural analysis on the structure. The analysis reported that the structure is in sound structural condition and not in danger of harming anyone due to a structural failure.
- Landmarks Illinois was contacted a second time to further enhance the structural analysis. An engineering firm was contacted to specifically analyze the ability to move the building. This analysis found the foundation in sound condition and the structure can be rehabilitated in a prioritized phased approach.
- Three moving companies were contact, two provided a quote and one came out for a site inspection. Wolfe House Movers of Indiana visited the site and a proposed route and location for relocation. The building is structurally sound enough to be moved, moving is estimated at $200,000.

- Timeline:
  - Demolition Permit for building submitted: August 12, 2024
  - Application for Landmark status submitted: September 15, 2024
  - HPC review and recommendation: November 7, 2024
  - Continuation to explore preservation options: December 3, 2024 to April 1, 2025
  - Continuation to explore preservation and fundraising options for moving the structure: April 1, 2025 to May 6, 2025 to June 3, 2025 to July 15, 2025
  - Continuation to October 21, 2025 to allow a community group to be formed to create a plan and fundraise for the structure.

What does Landmarking do?:

- Highlights the City and the structures that are a prominent piece of its identity as Art and Architecture. Protects the structure and history for future generations. Encouraging tourism.
- Protects the exterior façade of the building and does not limit interior renovations, modifications, or reuse of the inside of the space. Protects the iron fence.
- Can remove the burden of building costs and maintenance from the property owner and allow the community to help with repairs, maintenance, and restoration for reuse. Can apply for grants and other funding sources to help with preservation costs.

Historic Preservation Commission Analysis:

The HPC reviewed the request against the list of criteria established to evaluate a landmark. **They found it met 18 of the 20 standards and the two were deemed not applicable**. It is required to meet their first two and then one additional standard from the three categories. The full analysis is included in the staff report.

Once a property is historically landmarked, any significant changes to the exterior of the structure must be reviewed and approved by the HPC through a Certificate of Appropriateness. The HPC

determines if the proposed improvement is historically appropriate. In addition, landmarked buildings are eligible for a $500 grant every other year provided by the HPC that assists the property owner in their exterior upgrades. The HPC generates this grant funding through the proceeds of their Annual Heritage Trolley Tour. This building has been featured on almost half of the 24 tours.

The Crystal Lake Academy Buildings represents a significant landmark of Crystal Lake's local history and its architectural design. The structure is worthy of recognition and preservation because of its history in the early days of Crystal Lake settlement, the builder and his unique architecture and its association with prominent people from the City's past.

The Historic Preservation Commission recommended **approval (8-0 vote)** of the request.

1. It is located within the corporate boundaries of the City of Crystal Lake; and
   ☒ *Meets* ☐ *Does not meet*

2. It is over 50 years old, in whole or in part; and
   ☒ *Meets* ☐ *Does not meet*

3. One or more of the following conditions exist:
   A. General consideration.
      1. It has significant character, interest, or value as part of the historic, cultural, aesthetic, or architectural characteristics of the City, the State of Illinois, or the United States;
         ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

      2. It is closely identified with a person or persons who significantly contributed to the culture or development of the City, the State of Illinois, or the United States;
         ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

      3. It involves the notable efforts of or is the only example of work by a master builder, designer, architect, architectural firm, or artist whose individual accomplishment has influenced the development of the City, the State of Illinois, or the United States;
         ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

      4. It has a unique location or single physical characteristic(s) that make it an established or familiar visual feature;
         ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

      5. Activities associated with it make it a current or former focal point of reference in the City;
         ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

      6. It is of a type associated with a use once common but now rare, or is a particularly fine or unique example of a utilitarian structure and possesses a high level of integrity or architectural significance;
         ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

7. It is an area that has yielded or is likely to yield historically significant information or even prehistoric data;
☐ *Meets* ☐ *Does not meet* ☒ *N/A*

B. Architectural Significance.

1. It represents certain distinguishing characteristics of architecture inherently valuable for the study of a time period, type of property, method of construction, or use of indigenous materials;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

2. It embodies elements of design, detail, material, or craftsmanship of exceptional quality;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

3. It exemplifies a particular architectural style in terms of detail, material, and workmanship, and has undergone little or no alteration since its original construction or has been properly restored;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

4. It is one of the few remaining examples of a particular architectural style and has undergone little or no alterations since its original construction or has been properly restored;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

5. It is or is part of a contiguous grouping that has a sense of cohesiveness expressed through a similarity of style, characteristics, time period, type of property, method of construction or use of indigenous materials and accents the architectural significance of an area;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

6. The detail, material and workmanship of the structure, building, object, or site can be valued in and of themselves as reflective of or similar to those of the majority of the visual elements in the area;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

C. Historical Significance.

1. It is an exceptional example of an historic or vernacular style or is one of the few such remaining properties of its kind in the City;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

2. It is associated with an organization or group, whether formal or informal, from which persons have significantly contributed to or participated in the historic or cultural events of the City of Crystal Lake, State of Illinois, or the United States;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

3. It is associated with a notable historic event;
   ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

4. It is associated with an antiquated use due to technological or social advances;
   ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

5. It is a monument to or a cemetery of an historic person or persons.
   ☐ *Meets* ☐ *Does not meet* ☒ *N/A*

Attachments:

A. Application
B. Landmarks Illinois Architect Letter
C. Landmarks Illinois Structural Engineering Report
D. Letters of Support
E. St. Mary's Resolution
F. September 5, 2024 HPC Minutes – Demolition Discussion
G. St. Mary's Analysis and Exhibits

Votes Required to Pass: A simple majority vote.

4909-8340-2324, v. 2

PIQ Map
210 McHenry Avenue
Landmark



OCTOBER 21, 2025

Crystal Lake Academy Building / Tarpley House

Restoration Guidebook

PREPARED BY
THE CRYSTAL LAKE ACADEMY TASK FORCE

Table of Contents

Brief History
Executive Summary
Adaptive Reuse
Restoration Plan
Proposed Funding Plan
Conclusion

Brief History

The Crystal Lake Academy / Tarpley House building is a rare, intact mid-19th-century landmark that marries Greek Revival and Federalist design with the distinctive craftsmanship of cobblestone builder Andrew Jackson Simons, who brought New York's cobblestone tradition to McHenry County.

Erected ca. 1853 with a signature cobblestone foundation and locally fired red brick (matching Simons' 1858 Colonel Palmer House), the front-gabled form, dressed-limestone sills and lintels, broken-pediment gable returns, tall six-over-six windows, and sidelighted entry embody the region's earliest architectural vocabulary.

As Crystal Lake's first purpose-built academy for education beyond the 8th grade, the building opened its doors to a broad, non-sectarian student body and quickly became a community point of pride. Though the rise of free public schools forced the academy's foreclosure in 1858, the structure remained a civic anchor—its 1883 wrought-iron fence still defining the McHenry Avenue edge.

Successive owners tie the house to Crystal Lake's formative institutions and leaders. In 1860, civic leader Simon S. Gates made it his family home; his son, William Day Gates, later founded the American Terra Cotta & Ceramic Co., whose work graces landmarks from Chicago's Wrigley Building to the Yerkes Observatory—placing Crystal Lake on the national architectural map.

Through the early 20th century, the property hosted community life. In 1947, St. Mary's Episcopal Church purchased the property, renaming it the Mission House (later Tarpley House) and investing repeatedly in restoration and public use, from education wings to careful brick cleaning and tuckpointing. For more than 170 years, this building has continuously served Crystal Lake's educational, civic, and spiritual life; preserving it safeguards a rare architectural type and a living record of the people and institutions that built the city.

Executive Summary

The Crystal Lake Academy Task Force was formed after the City Council meeting on July 15th at the suggestion of the City Council to develop a concrete plan for restoring and preserving the Academy / Tarpley House building, should it not be demolished. Our task force explored the possibility of moving the historic building to an off-site location but decided that it was not feasible for a variety of reasons, including:

- Extra expense of $250K to $500K to obtain a site and move the structure.
- The building loses its architecturally significant cobblestone foundation.
- The building loses the historic significance of its original location.
- The building would most likely be separated with the buff brick portion of the building being left behind for demolition.

Therefore, the Task Force recommends the building be restored in place. This guidebook outlines the various needs of the building, as recommended by restoration professionals, and the various possibilities for adaptive reuse.

The Crystal Lake Academy, also known as the Tarpley House, is more than a historic building — it is a living landmark. The building embodies our community's early educational and civic spirit. Today, we have the opportunity to restore it with the same care that has preserved thousands of celebrated buildings throughout Illinois: safeguarding historic craftsmanship while re-imagining the building as a vibrant space that serves the local community.

Time is not on our side. Deferred maintenance, outdated systems, and environmental wear threaten the structure and its irreplaceable architectural details. Without immediate action, we risk losing a vital piece of our community's heritage.

Adaptive Reuse

Adaptive reuse provides building owners with the opportunity to explore new use options for existing buildings while retaining as much of the building's historic or architectural character as possible.

Instead of demolishing a structure, adaptive reuse gives it new life by implementing design interventions that allow for contemporary use without necessitating full-scale demolition or new construction. Adaptive reuse is considered a sustainable approach to the built environment, as it reduces material consumption, minimizes embodied carbon, and maintains the cultural significance of existing structures.

Adaptive reuse of the Crystal Lake Academy / Tarpley House building provides a unique opportunity to preserve one of Crystal Lake's oldest structures. There are numerous options for the reuse and various programming of the building that align with Trinity Episcopal Parish's commitment to the local community.

Below are several creative options for new uses of the building for the Trinity Episcopal Parish and City Council to consider.

> **Crystal Lake Cultural Center -** A hub for celebrating the numerous cultures of Crystal Lake that serves as a community living room, a place where arts, history, and everyday social life overlap.
>
> **Crystal Lake Public Library -** As we understand it, the Crystal Lake Public Library (CLPL) has sought out opportunities to expand or relocate. With such close proximity to the CLPL, the Crystal Lake Academy building could be used as an annex to the library, perhaps specifically used for youth programming or as a space to house specialized collections.

Center for People With Disabilities - The facility could operate as a resource for adults with developmental disabilities who are seeking job opportunities, and could operate similarly to Avenues to Independence (www.avenuestoindependence.org) located in Park Ridge.

Cafe and Third Space - A third space is a non-work or home-based space that people use to work, study, and socialize. One example of an old house that has been reused as a third space is My Half of the Sky in Wheaton, IL (https://myhalfofthesky.org/). My Half of the Sky employs women who are overcoming hardships as a result of trafficking, addiction, or living life as a refugee. My Half recently opened a second location that offers spaces that can be rented for meetings, parties, showers, and more.

Restoration Plan

Based on the recommendations made after Wiss Janney Elstner Associates Inc (WJE), an engineering consultant company, and architectural firm, Studio GWA's review of the building, the Taskforce suggests that a multi-year restoration project be undertaken, which will ease the burden of up-front costs to repair the building exterior and the existing interior finishes.

Our suggested near-term repairs include the following items, which would improve the building's water tight condition:

- Limited masonry and roofing repairs
- Resecuring and temporarily glazing two windows
- Resecuring wood soffit and fascia

Other costs associated with the project include permits, lift rentals, and debris removal.

The architectural design for the space will be dependent on the reuse plan that is selected. The Taskforce has determined that repairs suggested in Appendix A should be

prioritized to mitigate bulk water infiltration and animal entry until more comprehensive repairs and restoration efforts can be made.

We recommend that a budget of approximately $28,000 be established to perform the limited repairs to the exterior until a decision has been made for the future use of the building. The suggested repairs and associated costs included in Appendix A are a rough order of magnitude opinion, and proposals from qualified contractors should be used to determine the actual cost of repairs. Repairs should be designated by a qualified professional.

Opinion of Probable Cost						
Item Number	Repair Description	Unit	Unit Price	Quantity	Total	Pricing Assumptions / Additional Information
	General Conditions					
1	Lift rental, 1 week	Allowance	$1,715	1	$1,715	
2	General Conditions (deliveries, protection, mobilize/demobilize)	Allowance	$1,518	1	$1,518	
3	Permits	Percentage	-	1	$900.00	Permit cost is TBD
		General Conditions Subtotal			**$4,133**	
	Masonry					
4	Repoint areas of deteriorated mortar joints. Seal miscellaneous joints as needed.	SF	$40	200	$8,000	Include eroded mortar joints near west chimney, and at cobblestone foundation. Quantity allows for additional repointing beyond those two areas
5	Infill small voids in the foundation wall	Allowance	$1,435	1	$1,435	Two known locations, each less than 1 SF. Allowance provides additional budget to perform repointing work at necessary areas.
		Masonry Subtotal			**$9,435**	
	Windows					
6	Install temporary glazing 1 window and resecure 1 window	Allowance	$2,000	1	$2,000	North window in attic and south window in second floor bathroom (inner sash, not storm window)
		Windows and Doors Subtotal			**$2,000**	
	Interior					
7	Cover holes subfloor	Allowance	$100	1	$100	Removes tripping hazard from the holes in the subfloor.
		Interior Subtotal			**$100**	
	Roofing					
8	Resecure loose areas of wood fascia and seal miscellaneous joints as needed to maintain a watertight condition until comprehensive repairs are made	Allowance	$1,476	1	$1,476	
9	Near term roof repair allowance	Allowance	$5,500	1	$5,500	
		Roofing Subtotal			**$6,976**	
		Envelope Total			**$22,644**	
	Estimated Soft Costs					
10	Contingency and fees (28%)	Percentage	-	1	$6,340	
		Total			**$28,984**	

Proposed Funding Plan

The Taskforce is willing, with help and support from the City Council, to raise the funds to perform near-term repairs by seeking philanthropic support from local businesses, families, grant funding, various fundraising campaigns, and help from the Community Foundation.

For future phases of this project, we suggest that the church seek a partnership with an interested group. This potential partner would utilize the building and work with Trinity Episcopal Parish to determine a new or adapted use for the building, and begin planning for work by applying for grant funding and philanthropic support.

Lead gift + capital campaign ladder — secure one or two lead gifts before broad public ask. Large gifts reduce risk and signal credibility to foundations.

Grant pipeline — apply to local funders (e.g., community foundations) and state preservation grants; package an economic/cultural impact brief for funders.

Historic tax credits — if the project includes eligible rehabilitation work and the owner is structured appropriately, pursue federal/state historic tax credits and include their expected value in sources (but treat cash flow carefully — credits often arrive after work or via an investor purchase).

Tap state or national organizations for support — Landmarks Illinois or the National Trust can sometimes provide grant/technical assistance, help with tax-credit packaging, or lend credibility.

Conclusion

Restoration and reuse of the Crystal Lake Academy / Tarpley House presents a unique opportunity for Trinity Episcopal Parish to partner with the local community to create a space for people to gather and celebrate Crystal Lake's history by using a building that has withstood the test of time. The options for how the building can serve the community are nearly limitless, and successful completion of a reuse project will rely on a strong partnership and support between the City, Trinity Episcopal Parish, and the local community.

Demolition

In the event that City Council denies the landmark request for the building and the church pursues demolition, the taskforce respectfully requests an opportunity to explore the following:

Prior to demolition:

- Matterport photography of interior and exterior. Matterport utilizes 3D photography to create a digital twin of a space, allowing for users to capture and share every aspect of a building. The Matterport can be used for virtual tours of the interior and exterior of the building even after it no longer exists.
- Engage with architecture students or an architecture professional to complete Historic American Building Survey (HABS) drawings, which are 2D line drawings of the building exterior and interior of the building in accordance with the National Parks Service Documentation Guidelines.
- Salvage of architectural materials, such as brick, cobblestone, limestone, windows, and fixtures.

After demolition:

- Post a free-standing marker with mutually agreed upon verbage, to include something like, “Site of former Crystal Lake Academy and Boyhood Home of William Day Gates” (example below).



TRINITY EPISCOPAL PARISH

210 McHenry Ave., Crystal Lake, IL 60014
815-459-1009 * www.trinitymchenry.org

Dear Members of the Crystal Lake City Council,

I write today on behalf of the Vestry (Board) of Trinity Episcopal Parish (St. Mary's Church) before the vote on our request for a demolition permit for Tarpley House, and the corresponding Landmarking request. Trinity Episcopal Parish requests that at the October 21st meeting, City Council ***deny*** the landmarking request and ***approve*** our permit for demolition of the building on our private property.

As previously noted, the Leadership of the Church went through long discernment before deciding to look at demolishing Tarpley House. We considered:

- Significant repair/maintenance/restoration costs of nearly $1 million
- Costs in staffing/running programs out of Tarpley House.
- The possibility of adaptive re-use, going so far as to speak with several local organizations and Partners for Sacred Places. (*We found adaptive re-use not to be very feasible, due to the limitations of Tarpley House*)
- The possible sale of the building (*the location of the building at the very center of a five-acre lot, surrounded by our currently used buildings and cemetery, made this option unrealistic*)
- Our primary mission, a mission of worship, service, and reconciliation. (*We are clear that our other facilities - our church, rectory, and education wing - are more than adequate to our mission.* ***We are not opposed to historic preservation, but we decline to allow preservation of a building, however beloved by our own members, to overwhelm our primary mission***.)

From our perspective, since the time of our last appearance before the City Council on July 15th, little has changed. In granting an extension on the vote, the Council passed the following Motion:

"Councilwoman Smith asked if the ***group would form a committee and develop a very specific plan, including where and how the building would be moved, and fundraising outline.*** Councilman Philpot seconded the motion. On roll call, all present voted yes. Motion passed." (highlighting added)

As we understand it, based on the meeting I attended on October 7th, the "Committee's" current path/proposal is to:

- Look at making the building watertight in the short term
- Have Trinity be responsible for seeking a partner(s) for adaptive re-use and jointly fundraise for the building's restoration. (*This proposal did not take into account Trinity's own assessment of the building, nor does it take into account Trinity's attempts to secure a partner for adaptive re-use*)

This proposal doesn't seem to take into account the Church's repeated assertion that both the expense of restoration *and* the continued maintenance and administration of the building are of concern to Trinity, and this plan places the burden squarely on Trinity.

In our view, the Committee has **not** provided a realistic plan as directed by the Council, nor demonstrated the substantive public support as needed in order to raise the significant funds needed for the relocation or restoration of Tarpley House.

We believe we have given more than reasonable time for a plan and funding to come together. As it has not come together, we believe it is time that the Council act on our request for a demolition permit for the structure. Tarpley House served the Crystal Lake community for many years; however, it is no longer viable to continue use of the building, and it is time that we be allowed to move forward in our pursuit of our primary mission.

If there is anything further you wish to discuss, please feel free to give me a call at (312) 459-1400.

Respectfully,

Scott

The Rev. Scott Zaucha
Rector, Trinity Episcopal Parish

Agenda Item No: 5

Historic Preservation Commission
Agenda Supplement

Meeting Date: November 7, 2024

Request: **Historic Landmark Designation**

Location: Crystal Lake Academy Building
210 McHenry Avenue

Petitioners: Diana Kenney and Jim Heisler

Action: 1. Vote to recommend the landmark designation
2. Continue the item
3. Vote to not recommend the landmark designation

Background:

- The Crystal Lake Academy Building was originally a school, built around 1853, and educated some of the earliest settlers to the Crystal Lake area.
- The property was purchased by the Gates family, who raised their kids in the house. William Day Gates started the American Terra Cotta & Ceramic Company where Crystal Lake is known for producing terra cotta tile.
- The building's builder, Ander Jackson Simons, built a unique cobblestone foundation. The building is one of the few surviving buildings with the cobblestone elements.
- In addition the wrought iron fence along McHenry Avenue was constructed in 1883 and should also be protected.

Landmark Criteria:

1. It is located within the corporate boundaries of the City of Crystal Lake; and
   ☒ *Meets* ☐ *Does not meet*

2. It is over 50 years old, in whole or in part; and
   ☒ *Meets* ☐ *Does not meet*

3. One or more of the following conditions exist:
   A. General consideration.
      1. It has significant character, interest, or value as part of the historic, cultural, aesthetic, or architectural characteristics of the City, the State of Illinois, or the United States;
         ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

2. It is closely identified with a person or persons who significantly contributed to the culture or development of the City, the State of Illinois, or the United States;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

3. It involves the notable efforts of or is the only example of work by a master builder, designer, architect, architectural firm, or artist whose individual accomplishment has influenced the development of the City, the State of Illinois, or the United States;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

4. It has a unique location or single physical characteristic(s) that make it an established or familiar visual feature;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

5. Activities associated with it make it a current or former focal point of reference in the City;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

6. It is of a type associated with a use once common but now rare, or is a particularly fine or unique example of a utilitarian structure and possesses a high level of integrity or architectural significance;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

7. It is an area that has yielded or is likely to yield historically significant information or even prehistoric data;
☐ *Meets* ☐ *Does not meet* ☒ *N/A*

B. Architectural Significance.
1. It represents certain distinguishing characteristics of architecture inherently valuable for the study of a time period, type of property, method of construction, or use of indigenous materials;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

2. It embodies elements of design, detail, material, or craftsmanship of exceptional quality;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

3. It exemplifies a particular architectural style in terms of detail, material, and workmanship, and has undergone little or no alteration since its original construction or has been properly restored;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

4. It is one of the few remaining examples of a particular architectural style and has undergone little or no alterations since its original construction or has been properly restored;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

5. It is or is part of a contiguous grouping that has a sense of cohesiveness expressed through a similarity of style, characteristics, time period, type of property, method of construction or use of indigenous materials and accents the architectural significance of an area;
☒ *Meets* ☐ *Does not meet* ☐ *N/A*

6. The detail, material and workmanship of the structure, building, object, or site can be valued in and of themselves as reflective of or similar to those of the majority of the visual elements in the area;
   ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

C. Historical Significance.

1. It is an exceptional example of an historic or vernacular style or is one of the few such remaining properties of its kind in the City;
   ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

2. It is associated with an organization or group, whether formal or informal, from which persons have significantly contributed to or participated in the historic or cultural events of the City of Crystal Lake, State of Illinois, or the United States;
   ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

3. It is associated with a notable historic event;
   ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

4. It is associated with an antiquated use due to technological or social advances;
   ☒ *Meets* ☐ *Does not meet* ☐ *N/A*

5. It is a monument to or a cemetery of an historic person or persons.
   ☐ *Meets* ☐ *Does not meet* ☒ *N/A*

- Should the Historic Preservation Commission find that the structure meets the criteria for landmark designation, they shall make a motion stating such recommendation to the City Council.

MINUTES
Historic Preservation Commission
November 7, 2024
City Hall, 100 W. Woodstock Street, Crystal Lake, IL

1) Call to Order
B. Niequist called the meeting to order at 7:00 p.m.

2) Roll Call/Attendance
The following Commission members were present: Zach Benkert, Ana Freund, Nancy Haskins, Bob Kosin, Brittany Niequist, Madison Sommerfield, and Bob Wyman. City Planner, Elizabeth Maxwell, was present for staff.

3) Public Comment
There was no general public comment.

4) Approval of Minutes of the October 3, 2024 Regular Meeting
B. Kosin made a motion to approve the minutes of the October 3, 2024 meeting. M. Sommerfield seconded the motion. On voice vote all voted aye. Motion passed.

5) Public Hearing – Crystal Lake Academy Building Landmark application (St. Mary's Episcopal Church Tarpley House)
The request is for a landmark application on the Crystal Lake Academy Building.

Diana Kenney and Jim Heisler were present to represent the petition. Ms. Kenney stated they are both here as private citizens to save this structure and not representing any organization. The Ordinance allows for anyone to apply to landmark a property. She went through the purpose of the Commission and landmarking. Ms. Kenney presented a detailed account of the history of the property and the structure itself. She highlighted the builder and his unique cobblestone construction. She showed several other buildings constructed by him, and the ones that have already been demolished. She described the many activities that took place in the building as its start as a school then as a family home. The building is over 170 years old. Ms. Kenney went through the findings of fact and how this building meets almost all for landmarking. She said they do not want to burden the church, the church is not the enemy. They want to help. The community came together and saved the Colonel Palmer House and the Dole Mansion. She stated they need to work now to do the best they can because once it's gone, it's gone.

Mr. Heisler said he wants the church to pause on the demolition. He wants time to work with the community to save the building. He has people that have reached out that have funds and want to help. He has someone that wants to rent the building. They just need time.

Ms. Niequist opened the public hearing portion of the meeting.

Mr. Jeffrey Hymen, attorney representing St. Mary's Episcopal Church spoke. He made a presentation. He said this is a dangerous building. They have no use for this and it is not practical to keep it. He went through that this building does not fit in their mission and what they

currently do for the community. He described the current state of the Tarpley House and its dilapidated condition. He explained they had an assessment done in 2010. The numbers are not current and they do not have the company information. Saving the structure is not feasible. He showed pictures of the inside.

Reverend Scott Zaucha spoke about the church. He said there are only 53 families as part of this congregation. They cannot financially afford to keep the building. Even if this building is landmarked they will keep it locked up. No members of the community will be allowed in the building. It is a liability, the only path forward is the demolition.

Ms. Sandy Price, 937 Wedgewood, said she did not want to recap the history, as Ms. Kenney did a great job highlighting everything. She had submitted a letter in support. She wanted to show a small tribute to the builder. She pulled out a box with his trowel. It was made in England and very expensive item for the time period. She showed several cobblestones. The foundation is solid and is good construction. This building could stand for centuries with maintenance.

Ms. Ann Viger, 855 Dartmoor Drive, said she is representing the Historical Society and submitted a letter of support for preserving the building. She has spent years working on the Colonel Palmer House. These buildings are a labor of love. She appreciates the church's mission. She knows they need space and other organizations need space. There are so many opportunities here.

Ms. Mary Thennes, 84 S. Walkup Avenue, provided a letter of support. The St. Mary's congregation is already shrinking if the church leaves the site another owner could come in and the situation would be different. She does not want us to make a hasty decision to demolish the building now because of one property owner's thoughts. She was involved in the Dole Mansion when it was in disrepair. They would give tours and the holes in the ceiling would allow animals in the attic to drop material down. There were holes in the roof, floors, and windows. There was so much work that was needed. The City Council allowed the 6-month stay to have the community to find a nonprofit to save the building. She spent hours and hours in the restoration process to help save it. The community can get involved and get this done.

Peter Gussie, is the Chair of the McHenry County Historical Society and involved with the local historic groups. He submitted a letter of support. He is a 47-year resident and has a love of history. The history and architecture of this site has already been covered well. The property owner has let it deteriorate. Then they allow demolition by neglect. They said their mission is to help the community. Protecting history is helping the community. It provides history for the future generations. The church can work with other organizations, people have reached out to help raise funds and the church has not entertained any discussion. They need to step up and protect the property, the community needs to come together. Too many buildings are lost in spite of property owners not doing what they should.

Bob Frenz, is the president of the McHenry County Historical Society. He submitted a letter of support. The attorney mentioned the cost of the demolition. They could use that money to start repairs. They want to support property owners, but this is a very unique building for the community. He is working hard to save a barn that protects the agricultural history of Crystal Lake. Saving this building will protect the educational history of Crystal Lake.

Greg Lofgren, 3805 Walkup Avenue, he has worked for local historical groups in the area and the City of McHenry historical society. He fully supports this request. They just held a public hearing last night about the 1894 Landmark School. The School District closed this year round school. They approved the nomination to move forward to preserve this building. They hate to see demolition by neglect. Municipalities and the community need to be more aware of this to stop it from happening.

Karen Meter, 266 Dartmoor, spent lots of time in the building with kids classes and the quilting group. The stairs are super steep. She loves the building, but it is not safe. It is heartbreaking, but the right thing. The financial responsibility is a real thing. She asked where are all the young people interested in history. If this is saved it will just sit closed up, this is just old history.

Nick Skyba, 3726 Thunderbird Lane, grew up in Crystal Lake. The times have changed, but this can still be part of the church's mission. Immigrants need gathering spaces. The church can band together with the community and it can be saved.

Peter Meter, 266 Dartmoor, said the Tarpley House is in the center of the St. Mary's property. If at the edge they could divide it off and they could take it. This is sacred property. They have an 87-year-old mowing their grass for free. There is a lot of money spent on heating this. There have already been modifications to this building. The building is a mess. How would construction equipment be staged right in the middle of their parking lot, it would destroy their parking lot and be a burden on them.

There being no one else to speak, B. Niequist closed the public hearing
She asked if the petitioners would like to respond to any public comment.

Ms. Kenney said she appreciates the difficult position and they do not want to see the building demolished. There is opportunity for a partnership to remove or reduce any costs the church has to undertake. They can move this to a win-win situation where the building is saved and the attractive nuisance is cleaned up and the building can be reused. It may even bring rental income to the church. There are lots of people willing to help. This is such a precious property it goes beyond St. Mary's ownership. The building has been neglected for the past 20 or 30 years. They want the time to find a way to help the congregation and remove the financial burden and save the building so they are happy to have the building as part of their church mission again.

Mr. Heisler seconded everything that was said. The community lost the pump house decades ago and he is still not over that. He is involved in working with the Park District to save the 140-year-old Barlina barn. He has found so many people who want to help. The church needs to give the community a chance to help out. B. Niequist asked what responses from the community he has received. He said he has spoken to one guy who asked point blank how much will it cost. He's willing to help out and just needs a number. He has another person that has money that is looking for space. They can take the burden off the church. He said let us help carry this with you.

Ms. Kenney said people can help with fundraisers and doing work. In 2000 they rolled up their sleeves and spent hours saving the Dole Mansion. They were able to secure a not-for-profit to acquire the property. The transformation does not happen overnight, you do it step by step. B. Niequist asked if they reached out to the church. Ms. Kenney noted no. B. Niequist called Reverend Zaucha back up. Mr. Zaucha said he does not like the narrative that the church has left the building to rot. The petitioners referenced a 1940s newspaper article that the church would be good stewards and the building was in excellent shape. He said people lie to the newspaper to make everything sound good. He has board minutes that from the 1950s it was in disrepair. It has been 75 years of neglect. There are suggestions for all these options but this is not reality. He reached out to Sacred Places and they could not assist them with the space. This was not a decision overnight to demolish this. The building is unsafe.

B. Niequist turned it over to the Commission for discussion.

N. Haskins had no comments.

Z. Benkert asked the petitioners if they had thoughts on the reuse. Ms. Kenney said that after the Colonel Palmer they can now rent the space to groups for small tea gatherings, birthday parties, scout groups, and lunch and learn presentations. She knows the Dole Mansion has the art shows, the farmers market, the art gallery space, and the concerts in the park. The assistance would be a multi-pronged approach with funding and work.

M. Sommerfield said it sounds like there were other buildings in this condition that were saved, how did the community help. Ms. Kenney said the Dole Mansion was owned by the 1st Congregational Church. It was going to be demolished. The community found a 501 C3 to purchase the property. They needed to raise about $1.6 million in about 60 days and they did it. The Lakeside Legacy foundation did several fundraisers and had donors. The community volunteers helped restore the mansion. The restoration is still being worked on by the Lakeside group. Once it is done the community can see and use it again. The community can help offset the expenses. The community needs the opportunity to be involved beyond the church's abilities. They do not know all the answers yet, they need time.

B. Wyman was good and did not have any questions.

B. Kosin asked about the brick façade if that was special. Ms. Kenney said the brick is also unique and listed in the items to be considered. The brick came from an area just northeast of Crystal Lake where TC Industries is now. The bricks are a unique shape like at the Colonel Palmer House. They run into this issue where they need to take bricks out of the attic to replace any damaged bricks because they are not built like a standard sized bricks today. The mortar needs to be a specific lime mix.

A. Freund said she would like the community and the church to find some middle ground. They can close up the outside so there is no danger to the community. She asked the church on the costs to protect and restore the exterior. Mr. Hymen noted the costs for the $500,000 were just for interior renovations. Ms. Kenney noted the landmark only protects the exterior and they can rehab the interior without affecting and landmark.

B. Niequist asked about the demolition costs. Mr. Zaucha said it is $60,000 and someone is donating that money. She asked about heating costs. He noted it is about $1,400 per month to heat it. That is not the only costs, the insurance is also higher because of the attractive nuisance. There would also be repair and safety costs they have not calculated.

B. Niequist asked if there was any property maintenance complaints. Staff noted there are no active property maintenance violations on the property.

B. Wyman went through the Findings of Fact noting which standards were met by this application. He encouraged the commission to correct him if they felt differently. After reading the findings all members agreed.

B. Niequist asked for a motion.

Mr. Kosin made a motion to approve the landmark application for the Crystal Lake Academy Building and iron fence around the east side of the property. B. Wyman seconded the motion. On roll call members Freund, Benkert, Kosin, Haskins, Sommerfield, Wyman and Niequist all voted aye. Motion passed.

6) 50 N. Caroline Street – Certificate of Appropriateness
The petitioner requested continuation to the December 5th meeting.

B. Kosin made a motion to approve the continuation. Z. Benkert seconded the motion. On voice vote all members voted aye.

7) Trolley Tour 2025
B. Niequist asked about people's lists for the pre-1900 buildings.

N. Haskins said there are a lot of houses on Woodstock, Oak, not so many on Dole, Francis, Crystal Lake avenue, Caroline and Walkup. That could be a route.

M. Sommerfield said 81 S. Walkup is about 1897 and there is a house in the back that you cannot even see. Also 50 S. Caroline Street was around 1874. Then there is 28 Caroline Street and 39 Center Street which is around 1875.

B. Niequist provided her list McCormick Park, 1836; Columbus Wallace, 1851; Crystal Lake Academy Building, 1845; Ellsworth House, 1852; Walkup House, 1856; 649 Leonard Crow House, 1857; 160 Pomeroy, 1860; Nunda School 234 Walkup, 1869; 186 Lake Shore, 1870; 370 Woodstock, 1864; 440 Oriole, 1882; house on King Street, 1882; 320 Woodstock, 1883; Union Cemetery, 1888; 99 Gates, 1880; 67 Gates, 1889; 320 Woodstock, 1890; 347 Woodstock, 1893; Café Olympic, late 1800s; 110 Main, late 1800s.

The commission will keep working on the list and possible route.

8) Approval of Meeting Dates
The Commission looked at the proposed 2025 meeting dates. B. Wyman asked about flexibility to move the meeting from the 3:00 pm time. The commission agreed. Z. Benkert made a motion to approve the meeting dates. B. Kosin seconded the motion. On voice vote all members voted aye.

9) Other Business
a) Hill Park Barn update
B. Niequist said she has met with the Park District and how the commission can be official partners. She asked that the Park District to give the commission direction on how they can help. The Park District will come up with a use for the barn then it would be great for the community to jump in and start fundraising.

10) Member Inquiries and Reports
B. Wyman said they are working with the Chamber of Commerce to find a good location for the McCormick Park Plaque to be located.

B. Kosin asked about the next step for the train station. Staff asked for a complete application and all documentation that can be provided to the Council for review.

11) Adjournment
There being no further business, B. Wyman made a motion to adjourn the meeting. M. Sommerfield seconded the motion. On voice vote, all members voted aye. The meeting adjourned at 9:23 p.m.

PROJECT NUMBER:
CITY OF CRYSTAL LAKE LANDMARK DESIGNATION APPLICATION

PROJECT TITLE: Crystal Lake Academy

PERSON(S) OR GROUP PROPOSING DESIGNATION:

Diana L. Kenney	1037 Boxwood Drive, Crystal Lake, IL 60014	815-579-0347
James L. Heisler	131 Baldwin Avenue, Crystal Lake, IL 60014	815-404-4775

OWNER(S) OF PROPERTY(S) PROPOSED FOR DESIGNATION:
Protestant Episcopal Church in the Diocese of Chicago/Per Bishop
210 McHenry Avenue, Crystal Lake, IL 60014

INDICATE OWNER(S) CONSENT TO PROPOSED DESIGNATION:
Unknown

ADDRESSES & PROPERTY INDEX NUMBERS:
Property Address: 210 McHenry Avenue, Crystal Lake, IL 60014
PIN: 19-05-157-007
Legal Description: ASSRS PLAT (FARM ABOUT CRYSTAL LAKE) PT 5, 6, 7 & 8-43-8L: ACADEMY LOT Q:NW S:5 T:43 R:8

THIS APPLICATION APPLIES ONLY TO THE CRYSTAL LAKE ACADEMY BUILDING AND DOES NOT INCLUDE OTHER BUILDINGS OF THE CHURCH.

ATTACH A WRITTEN STATEMENT DESCRIBING THE AREA AND PROPERTY(S) AND REASONS IN SUPPORT OF THE PROPOSED DESIGNATION AS STATED IN THE CRITERIA FOR DESIGNATION AS A HISTORIC LANDMARK. Note: The attached documents, "Crystal Lake Academy Building History" (Attachment A) & "Text of Law Creating CL Academy 1945" (Attachment B) provide additional details and information regarding the building's original and subsequent significance and the bullet points below:

- CRITERIA FOR LANDMARK DESIGNATION
  - The proposed property is within the corporate boundaries of the City of Crystal Lake
  - It is over fifty (50) years old, in whole or in part. The building is approximately 171 years old, built ca 1853
  - The following conditions/considerations exist to qualify the property for landmark designation. Note: The attached document, "Crystal Lake Academy Building History" provides additional details and information regarding the bullet points below:

- ARCHITECTURAL SIGNIFICANCE
  - The Crystal Lake Academy is a rare example of cobblestone and brick construction, originating in New York State and brought west to Illinois.
  - The builder, Andrew Jackson Simons brought his knowledge of cobblestone construction from New York State to Crystal Lake. Simons is credited with building four cobblestone houses (two are still standing and landmarked under the protective ordinances of the City of Crystal Lake and McHenry County). The Crystal Lake Academy building is an example of Simons' skill in building a brick structure with a cobblestone foundation, similar to the Colonel Palmer House, which is landmarked by the City of Crystal Lake and is listed on the National Register of Historic Places.
  - The Academy Building is one of a few remaining structures with the unique cobblestone elements, displaying the craftsmanship of Andrew J. Simons. It is also one of a very few buildings over 170 years of age in Crystal Lake.
  - The original exterior brick, many of the windows, limestone sills and lintels and foundation are intact making the building easily recognizable as the original structure.
  - An historic iron fence (built 1883) marks the eastern boundary of the property along McHenry Avenue.

- HISTORIC SIGNIFICANCE
  - As a school (original use of property) the Crystal Lake Academy educated students from the more prominent early Crystal Lake families. Many of the names associated with the school (ex. Crandall, Beardsley, Pierson, Walkup) were early settlers who established the community known as Crystal Lake. Other extra-curricular/community activities associated with the school at the time included a Debating Society and Literary Society.
  - The second owner of the property was Simon S. Gates. Gates owned a substantial amount of land in and around Crystal Lake. His son, William Day Gates, who grew up in the house, started the American Terra Cotta & Ceramic Co., producing world renowned architectural terra cotta and Teco pottery.
  - Two other owners of the property were leaders in our community: H.T. Jones was Crystal Lake Village President (1893 and 1897). Frederick B. Mathis was Mayor of Crystal Lake (1928-1932)
  - For fifty years, the current owner, St. Mary's Episcopal Church used the building for Sunday School, Church Socials and a variety of Church activities. Additionally, space in the building was offered for community organizations and events. The building has essentially been vacant and

unused for the past thirty years. If it is rehabilitated, the structure can once again offer services to the community and provide an income stream to the congregation..

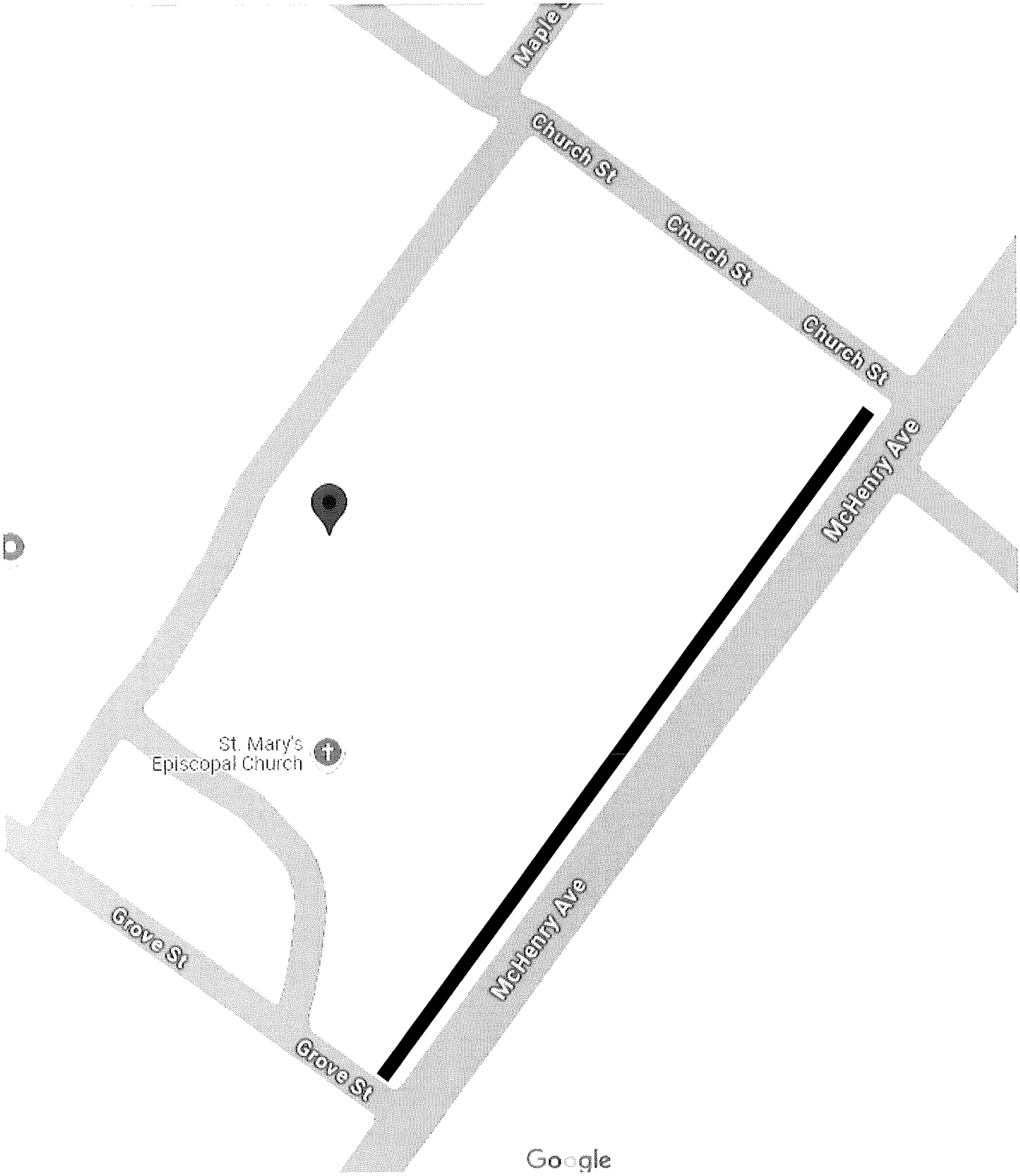
- The property is located in the heart of our community. The Academy Building and later structures such as the Sanctuary, Education Wing and Rectory are located on approximately five acres of beautifully wooded land.

SIGNIFICANT EXTERIOR ARCHITECTURAL FEATURES AND/OR OBJECTS THAT SHOULD BE PROTECTED:

Cobblestone Foundation
Original windows including sashes and glass
Original doors
Iron Fence running along the eastern edge of the property

Map showing original Crystal Lake Academy Building (red pointer).

Historic (1883) iron fence (black line)



PROPOSED LEGAL NOTICE

BEFORE THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF CRYSTAL LAKE

Applicants Names: Diana L. Kenney and James L. Heisler

City Assigned File #

LEGAL NOTICE

Notification is hereby given in compliance with the Historic Preservation Ordinance of the City of Crystal Lake, Illinois, that a public hearing will be held before the Historic Preservation Commission of the City of Crystal Lake upon the application of Diana L. Kenney and James L. Heisler relating to the following described real estate:

Property Address: 210 McHenry Avenue, Crystal Lake, IL 60014
PIN: 19-05-157-007
Legal Description: ASSRS PLAT (FARM ABOUT CRYSTAL LAKE) PT 5, 6, 7 & 8-43-8L: ACADEMY LOT Q:NW S:5 T:43 R:8

Historically known as **Crystal Lake Academy Building**

This application is filed for the purpose of seeking landmark designation.

A hearing on the said application will be held at 7:00 p.m. on (date), at the Crystal Lake City Hall, 100 West Woodstock Street, at which time and place any person determining to be heard may be present. Complete information (including legal description) concerning this application may be obtained at the Planning and Economic Development Department at City Hall.

Brittany Niequist, Chair
Historic Preservation Commission
City of Crystal Lake

TO BE PUBLISHED IN THE NORTHWEST HERALD ON (date of publication)

Attachment A

Crystal Lake Academy Building History

The Crystal Lake Academy

In November 1853, a Warranty Deed was filed with McHenry County indicating James T. Pierson and his wife Mary C. Pierson transferred title for the Northwest Quarter of Section 5, Range 8 in Algonquin Township to the following individuals: Beman Crandall, M.F. Irwin, M.A. Smith, S. Gates, Solomon Keyes, Allen Baldwin, Josiah Walkup, J.T. Pierson, Irwin G. Salsburg G.A. Palmer, Thomas Ford and Christopher Walkup. Prior to this (1851), James T. and Mary C. Pierson had acquired ALL of Section 5.



Left: James T. Pierson. *The Pierson's lived in a cobblestone house which was built by local stone mason, Andrew Jackson Simons. Their house was on Virginia Street (Route 14) just west of today's Dole Avenue. Most likely Pierson's personal connection with Simons would lead to his contract to build the Crystal Lake Academy building.*

The twelve grantees in the above transaction were the Trustees for the Crystal Lake Academy in 1853. The Crystal Lake Academy was established twelve years earlier, in 1845, in the regular session of the Fourteenth General Assembly of the State of Illinois (copy attached). Of the twelve Trustees named in 1853, four of them (Crandall, Irwin, Pierson, C. Walkup) were named as Trustees in the incorporating documents of 1845. It is unknown where the Crystal Lake Academy held classes from 1845 to 1853.

Section 11 of the incorporating documents provides that, "No sectarian principle shall be taught by any of the professors, tutors, trustees, or any officer connected with said institution either in regard to religious or political tenets, to any of the students, and said institution shall be open to all denominations of Christians, and any profession of religious or political faith, shall not be required of those to become students."

An exact date of the Academy Building's completion is difficult, if not impossible. Records simply do not exist. It is highly likely the building was completed ca 1853 when the property was transferred to the Crystal Lake Academy Trustees.

The Academy Building was constructed by Andrew Jackson Simons. Simons was born March 24, 1829. In 1848, he came to McHenry County from Livingston County, New York. Simons was a stone mason by trade.



Left: Andrew Jackson Simons. *Builder of the Crystal Lake Academy and other cobblestone structures in Crystal Lake. Photo courtesy of the McHenry County Historical Society*

Simons learned his trade in New York State and brought his skills to McHenry County. The use of cobblestones as building materials was quite popular in the Genesee Region of New York State which includes Livingston County. Cobblestones in the area were glaciated cobbles (formed by glaciers). They are abundant throughout central and western New York State and became a popular building material in the early to mid-1800s. More than 700 cobblestone structures were built in this area of New York State. New Yorkers, such as Andrew J. Simons, carried the craft west. According to the book, Cobblestone Landmarks of New York State, the second largest group of American cobblestone buildings appeared in the 1840s and 1850s on both sides of the Illinois-Wisconsin border. This includes Crystal Lake.

Cobblestones used for construction in Illinois required a bit more work to obtain. Each wagonload of cobblestones represented a three-day trip. On the first day, the builder would travel to the shores of Lake Michigan, usually near Waukegan, with a wagon filled with grain or other items to sell. The second day was spent collecting stones to fill the emptied wagon. The stones selected and used were about fist-sized and smooth, varying in color. On the third day, the builder would return to Crystal Lake with a full wagonload of stones for the construction project. It took numerous wagonloads of stones to complete the foundation of the Crystal Lake Academy Building.

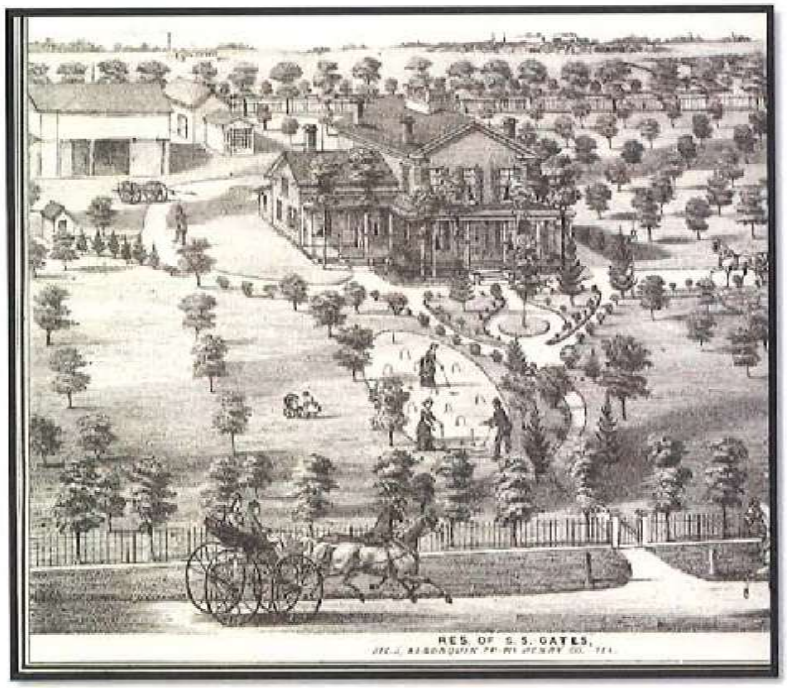
Simons is credited with building four cobblestone houses in and around Crystal Lake. Two of these houses have been demolished (Pierson House and Pingry House). The two cobblestone houses still standing are landmarked under protective ordinances. They are the Columbus and Hannah Beardsley Wallace House, built ca 1851 (City of Crystal Lake Landmark) and the John Walkup House, built ca 1856 (McHenry County Landmark). Similar to the Academy Building, Simons is credited with building several brick homes with cobblestone foundations which still stand, including the Ellsworth House and the Colonel Palmer House (both located on today's

Route 176). The Colonel Palmer House was built in 1858 and is on the National Register of Historic Places. It is also landmarked under the protective Historic Preservation Ordinance of the City of Crystal Lake.

All of the known local structures credited to Andrew Jackson Simons were built in the 1850s. Simons served in the 36th Illinois Infantry, Company H (1861-1865) during the Civil War. The 36th Illinois Infantry fought in the battles of Pea Ridge, Perryville, Stones River, Chickamauga and Missionary Ridge. After returning from the War, he suffered from rheumatism which caused him to walk with a cane and slowed down his house-building career.

The Crystal Lake Academy building is a combination of Greek Revival and Federalist architecture. Greek Revival components of the design include the gable-end entry. This front-gabled roof subtype is common in the Midwest and was popular until 1860. The building was oriented so that the front entrance faces Grove Street. Other characteristics of the Greek Revival style are the heavy sills and lintels which are of dressed limestone for the windows and doors. The Federalist characteristics include a low-pitched roof with heavy cornice and broken pediment returns at each gable. The tall six-over-six windows arranged in a highly regular fashion and the lack of ornamentation are also Federalist characteristics.

An early drawing of the building (1872) indicates a large wrap-around porch. This porch has been replaced with a smaller square porch at each door. The front entrance porch is supported by prominent columns. Another Federalist-style feature is the front door flanked by narrow sidelights.



Left: Lithograph showing residence of S. S. Gates, Algonquin Township. 1872 Combination Atlas of McHenry County, Illinois. Published by Everts, Baskin & Stewart.

Simons' signature cobblestone foundation is most prominent on the front (Grove Street side) of the house. The mortar joints, both vertically and horizontally, are of a raised bead-style lending

the appearance of each set cobblestone to be in a recessed rectangle. The red bricks used for constructing the walls match the ones used for building the Colonel Palmer House, which Simons built in 1858. It is believed the bricks were manufactured of local clay at a factory previously located north and east of the village (later becoming the site of the American Terra Cotta & Ceramic Co. owned and operated by William Day Gates).

The construction of the Crystal Lake Academy was likely a great source of pride for the community. The Crystal Lake Academy provided higher education (above 8th grade) to students from Crystal Lake families who could afford the tuition needed to operate the private school. There are no known student or teacher records that exist today. From newspaper articles, obituaries, biographies and other sources, we have been able to identify a number of students and members of the Academy's Debating Club and Literary Society Members. These students include: H.T. Baldwin; F. Barthell; E.A. Beardsley; D.C. Bradley; Martha Josephine Buck; Ira J. Chase (later became Governor of Indiana); B.F., Laura and Oscar Crandall (children of Beman Crandall, first settler of Crystal Lake); C. and Nancy Goodspeed; Lawrence W. Halsey (nephew of James T. Pierson and later became a Judge in Wisconsin); Edward and Henry H. Hayden; C.W. Hugh; T. Ingersoll; Herman B. and Sam Jackson; W. Norton; David and Mary Salisbury; C. Shepley; M.L., S.R. and W. Shoemaker; C.W. Smith; Wm. P. St. Clair; Evaline Mary Walkup (daughter of John B. Walkup); Mary and Sarah Wallace (daughters of Hannah Beardsley); F.L. West; and Flavia Williams.

The known teacher list is even smaller: Professor Lebeus L. Smith. In 1858, D.S. Knight is listed as Principal and was most likely a teacher as well.

The eventual demise of the Crystal Lake Academy began in 1855 when The Illinois School Law established a free public school system in the state. This law established a state school tax to help fund the schools. It also allowed for local taxation in addition to the state tax. AND it provided for free schools in every district for six months of the year. This assured that students, regardless of financial position, could get a free, quality education. Many parents decided to discontinue paying tuition. Debts piled up for the Academy while income from tuition dried up.

In May 1858, a mortgage on the property was filed with the County Recorder. The Crystal Lake Academy was in debt to William Baker. The money may have been an advance for the Academy's eight-week summer term, which was advertised in the May 18, 1858 Woodstock Sentinel (below):



CRYSTAL LAKE SEMINARY.

THE Summer Term will commence on Monday, May 23d, and continue eight weeks.

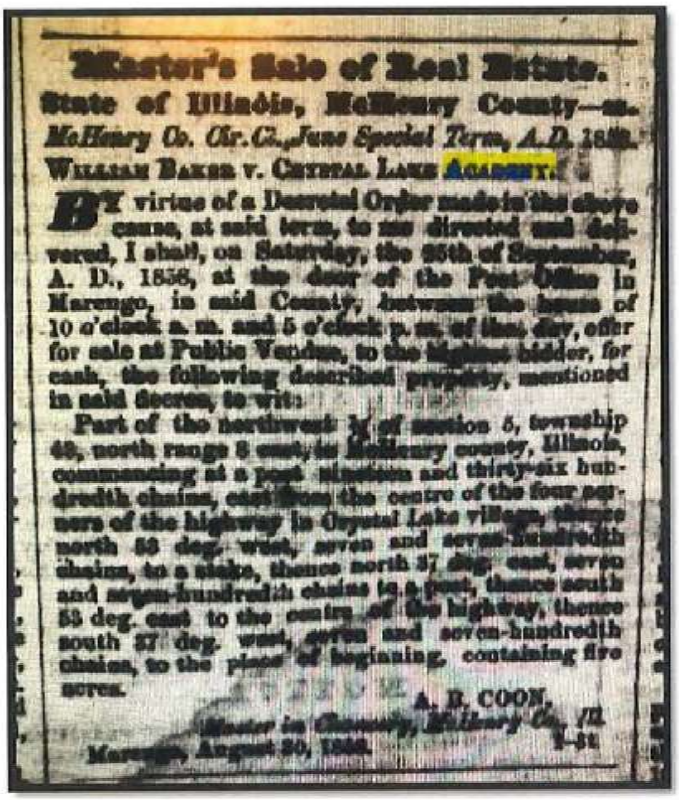
The location of the Institution is healthy, beautiful and pleasant. A liberal patronage solicited and satisfaction guaranteed. Tuition as usual.

D. S. KNIGHT, Principal.

Crystal Lake, McHenry co., Ill., May 15th, 1858.

v3n42 3t*

A September 1858 notice in the same newspaper (below) announces that William Baker demands payment from the Academy. Recourse for non-payment would be the reclamation and sale of the property. A Certificate of Sale (foreclosure) by the Crystal Lake Academy to William Baker was filed with the County Recorder in November, 1858.



Master's Sale of Real Estate.

State of Illinois, McHenry County—ss.

McHenry Co. Cir. Ct., June Special Term, A.D. 1858.

WILLIAM BAKER v. CRYSTAL LAKE ACADEMY.

BY virtue of a Decretal Order made in the above cause, at said term, to me directed and delivered, I shall, on Saturday, the 25th of September, A. D., 1858, at the door of the Post Office in Marengo, in said County, between the hours of 10 o'clock a. m. and 5 o'clock p. m. of that day, offer for sale at Public Vendue, to the highest bidder, for cash, the following described property, mentioned in said decree, to wit:

Part of the northwest ¼ of section 5, township 43, north range 8 east, in McHenry county, Illinois, commencing at a post nineteen and thirty-six hundredth chains, east from the centre of the four corners of the highway in Crystal Lake village, thence north 53 deg. west, seven and seven-hundredth chains, to a stake, thence north 37 deg. east, seven and seven-hundredth chains to a post, thence south 53 deg. east to the centre of the highway, thence south 37 deg. west, seven and seven-hundredth chains, to the place of beginning, containing five acres.

A. B. COON,
Master in Chancery, McHenry Co., Ill.

Marengo, August 30, 1858. 1-5t

Simon S. Gates Ownership

In March 1860, Simon S. Gates gained title to the former Crystal Lake Academy building and surrounding 6.5 acres of land, as evidenced by a Masters Deed filed with the McHenry County Recorder. Consideration listed is $816.

Simon S. Gates, one of ten children, was born October 1, 1799 in Stockbridge, VT. He was raised in Worcester, MA and it was there that he grew up to receive an excellent education. In the Spring of 1838, Simon visited McHenry County on a prospecting tour. He returned in the Fall, the entire journey being made on horseback. The next year, he returned to Crystal Lake and made several land investments. Simon returned to his home and was elected to the Massachusetts State Legislature.

In 1844, Simon married Miss Sylvia Day. Simon and Sylvia had three children: Sumner E, William D. and Mary. Simon also had two daughters, Sarah and Abby, from prior marriages. In 1852, the Gates family came West and lived on the farm property bought at Crystal Lake in 1841. Simon Gates steadily purchased other properties throughout the area, and soon became one of the largest landed estate owners in the county.





Above: Simon S. and Sylvia Day Gates. Images from 1885 McHenry County History Book

The 1860 census indicates Simon S. Gates, his wife Sylvia, and children Abby, Sumner, Willey (William) and Mary were living on a farm in Algonquin Township. Also listed in the household are two female servants and three male farm laborers. The census also reveals the value of Gates' real estate to be $133,785 and personal estate value of $15,000.

The family moved from the farm to the Crystal Lake Academy building and made it their home. They retained ownership of the farm and other properties.

1862 Plat Map of McHenry County, IL
Q:NW S:5 T:43 R:8



Left: *Red circle shows property belonging to S.S.G. (Simon S. Gates)*

In 1864, at age 19, Sumner Gates enlisted in Company H of the 8th Illinois Cavalry. During his time of service, Sumner was captured and held prisoner for several months in the dreaded Libby Prison at Richmond, VA. While imprisoned, his health significantly deteriorated. No

doubt, his wealthy father had some hand in arranging for the prisoner exchange which brought his son home in 1865. It is said Sumner never fully recovered from his time in prison.

Gates' other son, William Day Gates, was born in 1853. William grew up in Crystal Lake and went on to become an attorney in Chicago. After his father's death in 1876, William D. Gates moved back to the Crystal Lake area, investing in the Spring Valley Tile Works factory, which was located northeast of town. The factory was built near a dam on a former mill site. The company's primary operation was to make bricks and drain tiles from local clay. Most likely the bricks for the Academy Building/Gates House were fired at Spring Valley Tile Works factory. In 1887, fire destroyed the drain tile factory. Gates rebuilt his operation, expanding the clay works and starting the production of decorative, glazed terra cotta. It was at this time that the company name was changed to American Terra Cotta and Ceramic Co.



Left: *William Day Gates grew up in the Academy/Gates House on McHenry Avenue.*

From a plain drain tile factory, the business grew and began to turn out some of the finest architectural terra cotta known. The great architect, Louis H. Sullivan, once worked there with American Terra Cotta's own renowned modeler, Kristian Schneider. Between them, they developed the ornamental design for architectural terra cotta known as the Sullivanesque design.

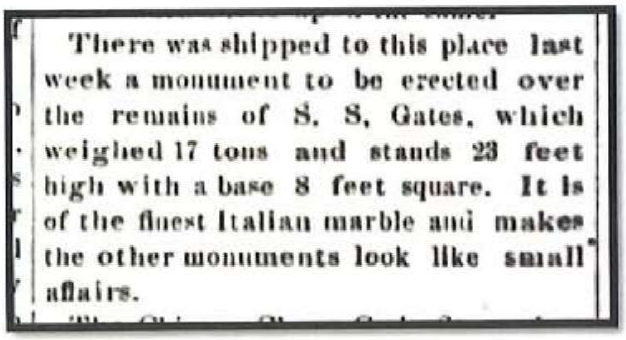
Carloads of architectural terra cotta were produced and shipped out across the nation. Samples of the ornamental works can be found on several buildings in Chicago, including the famous Wrigley Building on Michigan Avenue. The exterior of the Yerkes Observatory in Williams Bay, WI is clad in ATC&C terra cotta. Downtown Crystal Lake also has several buildings with architectural terra cotta, including the Teckler Building, Warner Building, United State Bank Building, and Raue Center for the Arts.

In addition to architectural terra cotta, the company also produced decorative pottery known as TECO pottery. Today, these ornamental pottery vases are in demand as collectible and are very valuable.

The 1870 Census shows Simon, Sylvia, Sumner and Mary living in the house on McHenry Ave.

Simon Gates died on June 24, 1876. At the time of his death, his estate was valued at over a half-million dollars, a huge amount of money for that time. It took over a dozen years for Simon S. Gates' estate to be settled.

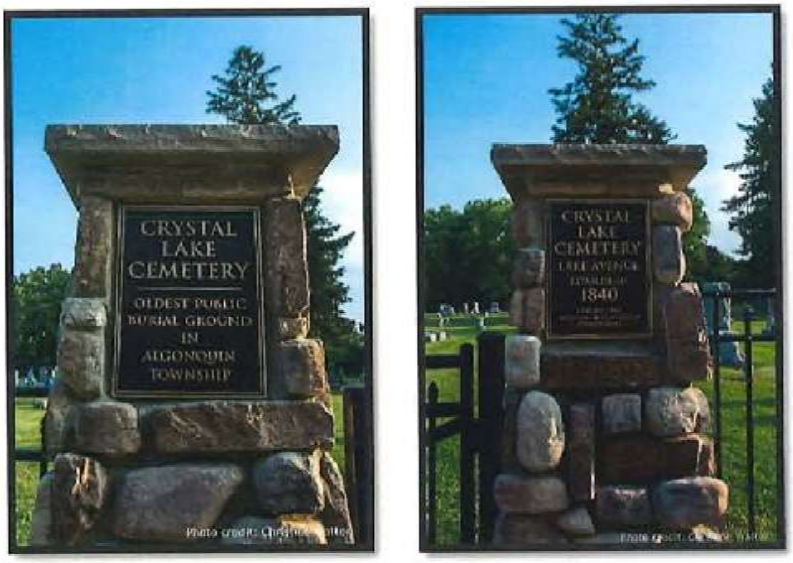
Simon, Sylvia, daughter Abby, sons William and Sumner, as well as many other Gates family members are buried in the Crystal Lake Cemetery on Lake Avenue. An impressive monument marks the Gates family site.



There was shipped to this place last week a monument to be erected over the remains of S. S. Gates, which weighed 17 tons and stands 23 feet high with a base 8 feet square. It is of the finest Italian marble and makes the other monuments look like small affairs.

Left: *McHenry Plaindealer May 29, 1878*

The Crystal Lake Cemetery was consecrated in 1840 and is the first public burial ground in Crystal Lake. It is landmarked under the protective Historic Preservation Ordinance of the City of Crystal Lake. Its landmark status was obtained by its age and it being the final resting ground for many of Crystal Lake's early settlers including these notable names associated with the Crystal Lake Academy property: Beardsley, Buck, Crandall, Ford, Gates, Ingersoll, Keyes, Palmer, Pierson, Shoemaker, Simons, Smith and Wallace



Above: *Landmark Plaques at Crystal Lake Cemetery*

Katie Gridley Jones Ownership

In March 1883, Katie Gridley Jones of Chicago acquired the property from the now-settled Gates estate. Consideration was $3,850.

Katie Gridley Jones was the third wife of Henry T. Jones, a successful brick manufacturer from Chicago. His firm provided the bricks to build the Palmer House (Chicago), Grand Pacific Hotel, The Tremont House, Cook County Hospital, and other prominent Chicago buildings.

It was not uncommon for businessmen to title property in their wife's name to protect the investment in the event of a business downturn. This appears to be the case with Mr. and Mrs.

Jones, as they both travelled back and forth between their home/business in Chicago and their Crystal Lake home, the former Crystal Lake Academy building.

Work on their new home began immediately after purchase. The April 6, 1883 Herald indicates, "The man who purchased the Gates place at C. Lake will put an $800 fence in front of it and fix it up nicely." Two weeks later, this mention occurs, "I. Miller has three hands to work for him. He has taken the job of painting the Jones house and barn, formerly the Gates house of C. Lake." The June 1, 1883 Herald mentions, "Mr. H. Jones' new iron fence is a beauty." It is believed the iron fence that currently runs along McHenry Avenue property line is the one built in 1883 by H.T. and Katie Jones. ***Given the age of the fence, it should be included as part of a landmark application for protection.***

In 1884, H.T. Jones paid $1,000 to expand his property west to Division Street. He now owned the whole block.

Within a few years, both Katie and Henry were active members of the Crystal Lake community. Both worked to better the village's education system. In 1888, the new Union School was built down the road from the Jones' home. Katie was especially active with the WCTU (Women's Christian Temperance Union), serving as the chapter president for many years. Henry retired from full-time business in 1888.

In 1893 and 1897 H.T. Jones was elected and served as President of the Village of Crystal Lake. Henry T. Jones died in 1898 at the age of 75. His widow, Katie Gridley Jones was 42 at the time. She continued to live in Crystal Lake for the next few years, raising Angora cats as a side business. By 1901, Katie is back in Chicago and renting out her Crystal Lake home.

Alonzo B. Lucas Ownership

Katie Gridley Jones sold the property to Alonzo B. Lucas in 1904. Consideration was $4,000.

The 1900 census lists Alonzo B. Lucas, his wife Mary, two daughters, one son and four servants (possibly farm hands) living on a farm in Algonquin Township. Four years later, Lucas gave up farming and moved to town.

Beginning in 1905, Lucas started selling off part of his Crystal Lake property along Division Street. This is the portion of the block that H.T. Jones purchased in 1884.

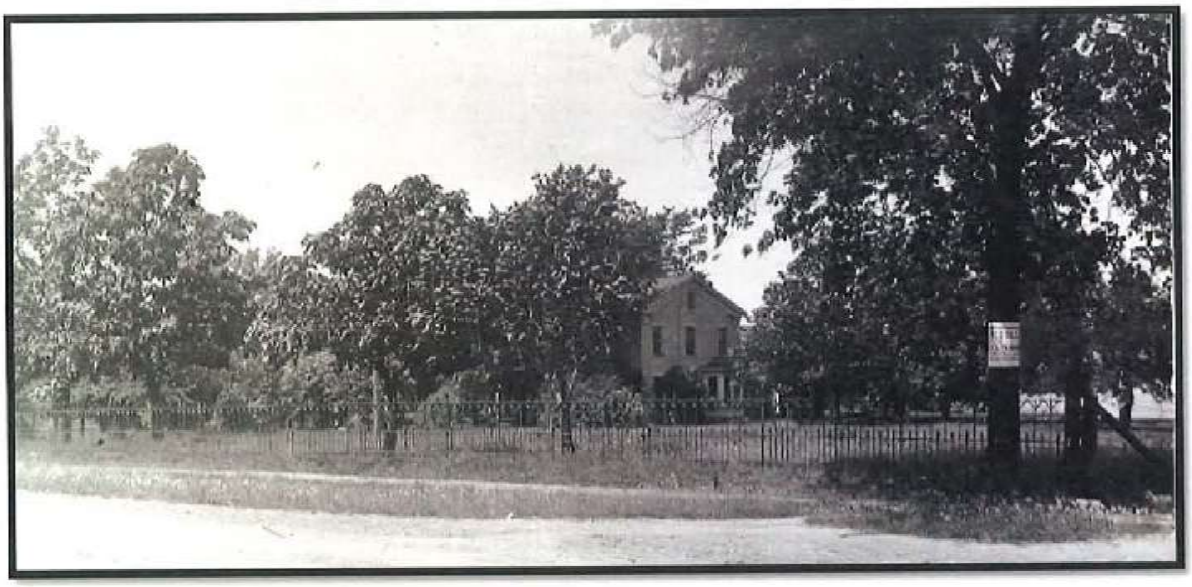
The Lucas family was active in the Nunda Christian Church. Like the former owner, Katie G. Jones, Alonzo B. Lucas was a strong advocate against intoxicating liquors (alcohol).

The 1910 census shows Alonzo Lucas, his wife and three grown children (all in their 20s) living in the home on McHenry Avenue. Alonzo's profession is listed as "Driver", one daughter is a "Seamstress" and the son's occupation is "Lineman for Phone Company".

In April 1911, the newspaper reports that A.B. Lucas and several others are travelling to Pharr, Texas with the intent to purchase farmland. Evidently, Lucas made an investment in Texas land but was soon disappointed when he went to visit his place in June and discovered his property was underwater and not tillable.

At the same time, his property in Crystal Lake was deeded over to Andrew Henderson (local banker) and put up for sale.

The following photographs were provided by Major F. Gates, great-grandson of Simon S. Gates. The photos show the Crystal Lake Academy property when it was for sale in 1911/1912. The real estate agent was C.L.Teckler. Despite the overgrown condition of the property, one can peek at the house to see the original porch on the McHenry Avenue side of the house. One also has a good view of the black iron fence, built in 1883 along McHenry Avenue.





William J. Nye Ownership

The Academy/Gates House and surrounding land was purchased by William J. Nye as a summer home for his family. The Nye family's main residence was in Oak Park. William J. Nye was a grain dealer and a member of the Chicago Board of Trade.

In February 1912, the Herald reported that, "G.D. Crabtree and men are remodeling the interior of the old A.B. Lucas home." Crabtree was a well-known skilled carpenter in Crystal Lake. By July 1912, it was reported, "W. Nye of Oak Park, who recently purchased the Lucas place, has made extensive improvements and alterations on his property."

For the next eight years, the Nye family alternated between their homes in Crystal Lake and Oak Park, depending on the season. Mrs. Nye, especially, became very active in the community as a member of the Women's Improvement Club and Ladies Aid Society of the First Congregational Church.

In 1916, over 100 invited guests attended a musical concert in the Nye's home on McHenry Avenue to benefit the Ladies Aid Society. Five members of the famous Paulist choir sang the Hallelujah Chorus. Other vocal musical selections as well as piano and violin performances entertained the audience. Cake and ice cream were served after the concert. The newspaper reported, "a substantial sum was added to the treasury of the Congregational Ladies' Aid Society as a result of this successful affair."

The Nye's sold their summer home in November 1920.

Frederick B. Mathis Ownership

The new owners of the Academy/Gates House were Frederick B. and Lillian O. Mathis. Although only 41 years of age, Fred had recently retired from his career as General Manager for Excelsior Motor Mfg. Co. in Chicago due to health issues. Fred and Lillian had two teenage children: Rosalind (13) and Fred Jr. (11).

With the children in school, Fred and Lillian quickly found clubs and activities to keep them busy. Lillian became a member of the Women's Improvement Club, while Fred joined the Community Club. From 1923 to 1930, Fred served as president of the Community Club. In 1924, he was elected President of the District 47 Board of Education, retaining that position until 1932. Public service was in his blood! Fred served as Alderman for the City of Crystal Lake from 1924 to 1927. In April 1927, he was elected Mayor of Crystal Lake.

During his time as Mayor, Crystal Lake was the first city in the county to adopt a zoning ordinance. An aggressive paving program, first started by Mayor Ben Raue, was continued under Mathis, and the Franklin Street well was dug while Mathis was Mayor.



Left: Fred B. Mathis, Mayor of Crystal Lake

Right: Rosalind Mathis and her friend Evelyn Allen on the steps of the Mathis home – ca1925



The Mathis children attended Crystal Lake Community High School. Rosalind graduated in 1925, Fred Jr. graduated in 1926. In October 1926, Rosalind Mathis married Major E. Gates, son of William Day Gates and grandson of Simon S. Gates (prior owner of the Academy/Gates House property). The couple moved in with Fred and Lillian, raising their two children, Major F. and Nancy in this multi-generational household.

For several years, Fred and Lillian travelled to California during the winter months. By 1941, they decided to stay in California year-round.

Rosalind Mathis Gates Ownership

The Academy/Gates House property was deeded to their daughter, Rosalind Mathis Gates in 1941 for $1 and with this additional consideration—when the parents aged and needed her help or care, Rosalind would leave Illinois and move to California to care for them.

For six years, only Rosalind, Major E., Major F. and Nancy Gates lived in the home. In 1947, Rosalind was called to California to care for her parents and the property went up for sale.

St. Mary's Episcopal Church Ownership

Prior to 1947, St. Mary's Episcopal Church (formerly known as "St. Mary's-by-the-Lake") was located in a converted 6-car garage on Oriole Trail. The Episcopal Church Diocese of Chicago, of which Bishop Conkling was in charge, made an offer on behalf of the congregation of $40,000 to purchase the property from Rosalind Mathis Gates. The offer was accepted.

According to the *Herald*, "The plan was to use the large and beautiful residence for Sunday school, church classes, junior activities and a residence for the Rev. Donald Platt, priest-in-charge."

The August 7, 1947 *Herald* includes a detailed description of the building's interior, its excellent condition and how the layout could work well for the Church. The *Herald* continues, "Members of St. Mary's-by-the-Lake look upon the acquisition of the Fred B. Mathis property as much in terms of community interest as of their own church development. They will welcome other groups in Crystal lake to take advantage of it when it becomes available for use. Property of this kind, in a sense a product of the community, deserves to be administered according to a standard of public responsibility. For this reason, too, there is a sincere hope that it will not be necessary to sub-divide it or in any way to destroy its distinctive character. St. Mary's-by-the-Lake wishes thus to serve as a custodian for one of the old landmarks of Crystal Lake."

The Crystal Lake Academy/Gates House building was then renamed, "The Mission House."

The congregation began planning for a new Church Sanctuary for the McHenry Avenue property. A groundbreaking ceremony was held in November 1957. The building was completed in September 1958. Estimated cost was $100,000. In 1961, a Rectory was built.

According to a church history, "In 1964, the Mission House was renovated at a cost of $18,000, making the house much more usable for church school classes and other church activities."

In 1972, the Mission House was renamed, "The Rev. Kenneth J. Tarpley House," in memory of the Rev. Mr. Tarpley, who served his parish well both as a layman and as a Deacon for several years. Mr. Tarpley was also a teacher at Crystal Lake Community High School for over 36 years and was head of the English Department for more than 20 years.

In 1981, Polly Crandall Questers presented a plaque in recognition of the position of Tarpley House in the history of Crystal Lake.

Another large building project began in 1984-85 with a one-story addition to the north side of Tarpley House. An education wing of the church was added, connecting the buildings.

Also in 1985, the church hired Renaissance Restoration, Inc. of Galena, IL to chemically strip off paint, dirt and grime from the brick exterior of the building. The building was then tuckpointed where needed and a sealer applied to keep out moisture. Volunteers worked to paint and redecorate the interior of Tarpley House.

The June 8, 1988 Crystal Lake/Cary-Grove Citizen newspaper includes this quote by Rev. William N. Hoelzel, "I think the parish has a real commitment to maintaining the building and also to try as best as we can to restore it to its turn-of-the-century elegance."

In 1997, Rev. Hoelzel continues to support the use of Tarpley House for the church and the community. He says, "We feel we need to be there for the community as well as provide space for community groups."

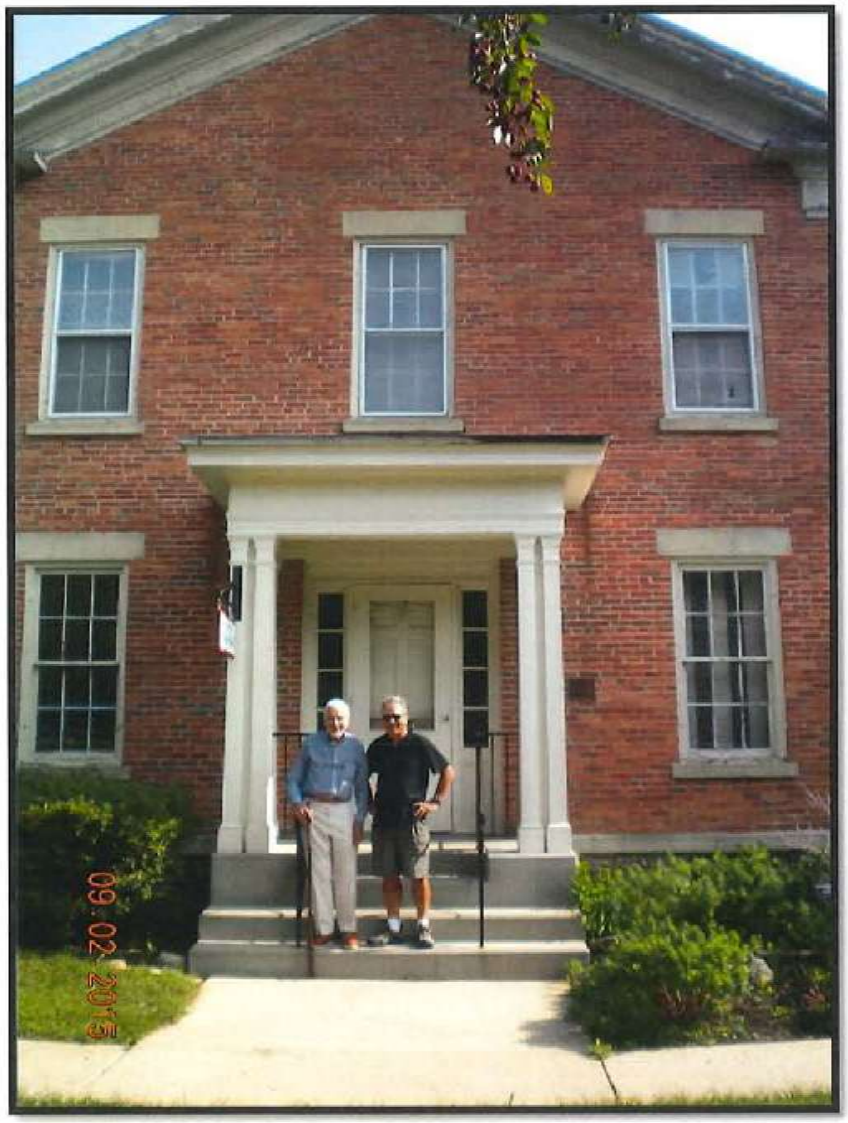
Below: Undated (circa 1980s?) photograph of Tarpley House with closeup view of cobblestone foundation.





Below: 2005 photograph of Tarpley House taken by Harry N. Dillon, long-time church member.





Left: 2015 photograph of Major F. Gates (grew up in house) and his son Phil Gates on the steps of Tarpley House.

Author's Sources:

Booth, Arlyn

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Crystal Lake/Cary-Grove Citizen

Crystal Lake Historical Society

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"A Girl of the Civil War," diary written by Martha Josephine Buck

"Free School Law of 1855" written by Addison M. Shelton-University of Illinois

Gates, Major F.

Hall, Nancy Gates

The Herald newspapers (both Nunda and Crystal Lake

History Book of McHenry County (1885 & 1968)

History of the Episcopal Church in Crystal Lake (1873 to present)

Library of Congress Maps (1862 & 1872)

The McHenry Plaindealer newspaper

McHenry County Recorder Office

McHenry County Historical Society

Pearson, Kurt

Pictorial History Book of Crystal Lake, IL by Heisler, Riegler &Smith

Remembering Those Who Served

Sanborn Fire Insurance Maps (1936 & 1955)

State of Illinois General Assembly Archives.

Thennes, Mary

Woodstock Sentinel newspaper

ATTACHMENT B

LAWS

OF

Illinois Delegation in Congress

THE STATE OF ILLINOIS, 1850

PASSED BY

THE FOURTEENTH GENERAL ASSEMBLY,

AT

THEIR REGULAR SESSION,

BEGAN

And held at Springfield, December 2nd, 1844.

3 1129 00018 4622

PUBLISHED BY AUTHORITY.

7332306

SPRINGFIELD:

WALTERS & WEBER, PUBLIC PRINTERS.

1845.

...ever in the opinion of the General Assembly the public good shall require the same. ...may be altered, amended or repealed, ...have parted with his stock, ...shall continue

SEC. 21. This act shall be deemed and taken as a public act, and all copies thereof printed by or under the direction of the General Assembly of this State, shall be received in all courts and places whatsoever in said State, as sufficient evidence thereof, without further proof.

APPROVED, January 21, 1845.

In force, Feb. 25, 1845.

AN ACT to incorporate the Crystal Lake Academy in McHenry county.

Cert'n persons created a body politic.

SECTION 1. *Be it enacted by the People of the State of Illinois, represented in the General Assembly*, That Benjamin Douglass, J. T. Pierson, M. F. Erwin, Franklin Wallace, S. C. Brown, J. H. Johnson, Benjamin Crandall, Christopher Walkup, John W. Salisbury, Wm. M. Jackson, Peter W. Dickey, Wm. M. Holcomb, Joseph S. Blevin, be, and they are hereby constituted a body politic and corporate, to be known by the name and style of "the Trustees of the Crystal Lake Academy," and by that name shall have perpetual succession, and a common seal, with power to change it at pleasure, and as such, shall be authorised to exercise all powers and privileges that are enjoyed by the trustees of any academy or university in this State, not herein limited or otherwise restricted.

Name & style.

First meeting.

SEC. 2. That the said trustees, or a majority of them shall hold their first stated meeting at the town of Crystal Lake in the county of McHenry, on the second Monday of March next, or as soon thereafter as may be convenient, and they, or a majority of them, shall as soon as they think proper, fix upon a permanent location for said Academy, within one-half mile of the said town of Crystal Lake, and proceed to erect a building or buildings thereon as soon as convenient, and the interest of said institution may require.

Location.

May hold property.

SEC. 3. The said trustees or their successors by the name of the trustees of Crystal Lake Academy shall be capable in law to purchase, receive, and hold to themselves and successors, for the use and benefit of said institution, any lands, tenements not exceeding five hundred acres, or rents, goods and chattels of what kind soever, which shall be given or devised to, or purchased by them for the use of said Academy; *Provided*, The same shall not exceed fifty thousand dollars.

Proviso.

SEC. 4. The said trustees by the name aforesaid, may sue and be sued, plead and be impleaded, in any court of law or equity in this State. May sue, etc.

SEC. 5. In case a sufficient number of the members do not attend to constitute a board for the transaction of business at any meeting, those who do attend may adjourn to any day thereafter, or to the next stated meeting, and shall give ten days' previous notice thereof. May adjourn when no quorum is present.

SEC. 6. A majority of the members shall be a sufficient number to constitute a board for the transaction of all business for said Academy, except business connected with the finances of said institution, in which instance the concurrence of two-thirds of said board shall be necessary to transact business. Majority of members to constitute a board.

SEC. 7. The trustees shall have power from time to time, to establish such by-laws, rules, ordinances and regulations, not contrary to the constitution of the United States, the constitution and laws of this State, or the provisions of this charter, as they shall deem necessary for the government of said institution. Trustees to make by-laws.

SEC. 8. The trustees shall elect a president, treasurer and clerk, to their own body, and shall have power to hire the principal and such other inferior tutors as may be deemed necessary for the regulation of said institution. To elect president, etc.

SEC. 9. Upon the death, resignation, or legal disability of any of the trustees, president or other officers of the said institution, the board of trustees shall supply the vacancy by ballot. How vacancies supplied.

SEC. 10. The treasurer of said institution always and all other agents when required by the trustees, before entering upon the duties of their appointments, shall give bond for the security of the corporation in such penal sum and with such securities as the board of trustees shall approve, which bond shall run in the name of the trustees of said institution in their corporate capacity for the use of said institution; all process against said corporation shall be by summons, and service of the same shall be by leaving an attested copy with the treasurer of said institution, at least twenty days before the return day thereof. Treasurer, &c. to give bonds.

SEC. 11. No sectarian principle shall be taught by any of the professors, tutors, trustees, or any officer connected with said institution either in regard to religious or political tenets, to any of the students, and said institution shall be open to all denominations of christians, and any profession of religious or political faith, shall not be required of those who become students. Not sectarian.

SEC. 12. Any student who is idle or vicious, or whose moral character is bad, or for any other misdemeanor, may be suspended or expelled from said institution. Students may be suspended.

SEC. 13. The president and other officers of said institution, shall be subject to the direction of the board of trustees, and shall continue in office the term of four years. Term of office.

Power and duty of president

SEC. 14. The president of the board of trustees shall have power to call special meetings of said trustees, and it shall be his duty upon the request of three of them, to do the same, but upon any called meeting, ten days' notice shall be given by the president previous to the meeting.

General powers and duties of trustees defined.

SEC. 15. The trustees of the corporation shall have authority from time to time, to prescribe and regulate the course of studies to be pursued in said institution; to fix the rate of tuition, room rent, and other expenses connected thereto; to appoint instructors and such other officers and agents as shall or may be needed in managing the concerns of the institution; to define their powers, duties and employments; to fix their compensation; to displace or remove either of the instructors, officers and agents; to erect the necessary buildings; to purchase books, chemical, astronomical, philosophical and mathematical apparatus, and other suitable means for instruction; to make rules for the general management of the affairs of the institution, and the regulation of the conduct of the students; and to add, as the ability of the said corporation shall increase, and the interest of the community shall require, additional departments for the study of any or all of the liberal professions: *Provided, however*, That nothing herein contained shall authorize the establishment of a theological department in said institution.

Proviso.

When seat of a trustee deem'd vacated.

SEC. 16. If at any time a member of the board of trustees shall absent himself for three stated meetings successively, or demean himself in a disorderly manner, or for any other good cause made known to the board of trustees, his seat shall be deemed vacant, and said board shall elect another trustee in his place.

Term of trustees.

SEC. 17. The said board of trustees shall hold their office during the term of four years, and until their successors shall be duly elected.

When the term of board expires.

SEC. 18. The said board of trustees shall, in all cases when the term for which the board of trustees was elected expires, be elected by the stockholders of said institution, one share constituting a vote.

Trustees at all times accountable.

SEC. 19. The trustees of said institution shall at all times be accountable for their conduct in the management of the business aforesaid, to the Legislature of this State. This act to take effect and be in force from and after its passage.

SEC. 20. The instructors in said academy, shall in no event constitute a majority of the trustees.

SEC. 21. Nothing in this act shall be construed to prevent the Legislature repealing or modifying this charter, whenever the public good may require the same.

APPROVED, February 25, 1845.

APPENDIX A

Architect's Analysis

Landmarks Illinois

studio gwa

February 14, 2025

Brittany,

On Monday February 3, 2025, at your invitation, I had the opportunity to tour with you, the interior and exterior of the Tarpley-Gates House. I had been asked to take a tour of the structure to assess the buildings condition by Kendra Parzen of Landmarks, Illinois. The Reverend Scott Zaucha of St. Mary's Episcopal Church, the priest-in -charge of the parish, gave us access and led us throughout the interior of the building.

I am a licensed architect in Illinois and have been practicing as an architect for almost 50 years. Our firm is now known as Studio GWA. My area of expertise is evaluating historic structures and providing the knowledge and expertise to renovate, restore, and re-invent these type of structures. During my career, I have been involved in hundreds of renovation and restoration projects in 4 states. I have extensive knowledge of buildings built from the 1840's to the 1890's. We are called upon regularly to evaluate a building's structural condition and the type of construction used. Because of our knowledge of building materials from that era we can recognize problem areas from water infiltration or looking for visual issues that may indicate a structural problem of settlement or failure of a structural member.

Based upon my observations, the building appears to be in a very sound structural condition. The building is in absolutely no danger of harming anyone due to a structural failure. Any talk of its unsoundness is uninformed and only perpetuates an unfounded myth that because these buildings are old they need to be demolished. This building is structurally sound and worthy of being renovated for a new use.

The building has undergone a number of changes and additions that have altered the structure over the past 170 plus years. Those modifications reflect the changes the building has undergone in its uses. The modifications that have been made are reversable and shouldn't affect the structures eligibility for the National Register. The structure can easily be repurposed for a variety of potential uses.

From what I could see, the smaller Greek Revival structure appears to be the first structure built. The large ochre brick structure appears to have been built as an addition when the school came into being. The building's smaller and later additions on the north and east sides and the enclosed breezeway, could easily be removed and are not historic features. Since relocation appears to be the only option, it may require the two remaining structures to be moved separately. Discussion with the mover and what the final destination of the house will be, will determine if it needs to be split apart. It appears that the two remaining structures are independent of one another. The foundation material is a significant feature of the house and the material could be salvaged and repurposed in a new foundation.

It is my understanding that the Church would consider allowing the house to be moved rather than demolish it. I have been involved with the relocation of more than a dozen structures during my career. This building is definitely a candidate for relocation, if it cannot be retained in its original location. The cost of any move is determined by the selected site and the length of travel that will require tree trimming and the temporary disconnection of overhead utilities.

From our conversation, it is also my understanding that the Church has set a deadline of April 1 for taking action. Given that the building is in no danger of harming anyone, the date appears to be very arbitrary. The time needed to move a building is very time consuming and involves selecting a site, developing cost estimates, identifying potential uses, and identifying who and what the new ownership will be. This is a very significant structure that is historically important to the community of Crystal Lake. To deny a reasonable and responsible approach to repurpose this structure, given the time frame, and erroneous sense of urgency, is not a good outcome for the community.

Given the historical significance and importance of this structure and its very sound condition, the Church needs to consider the impact of such an irreversible decision of demolition. Disrespecting the architectural heritage of one's own community has consequences that can have a very negative impact on how an institution is viewed. Covid was quite the lesson on the importance of place to gather community for churches. The Tarpley-Gates House has the same importance to the whole community. The period the home was built in, its architectural style, and the impact Gates had on the community and the nation's architecture with his

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manufacturing of Terra Cotta is extremely important to preserve that legacy and connection to Crystal Lake.

As I stated to you after the tour, this structure could become eligible for the National Register. However, moving an historic structure is a very touchy subject to get listed. I spoke to Anthony Rubano with the Illinois Historic Preservation Agency. He stated that the Park Service needs to be involved early on in the discussion if you want to list the structure. Andrew Heckenkamp also needs to be involved from the State Preservation Agency. He oversees the National Register Nomination.

If a property is listed on the National Register there are significant financial incentives to assist in the renovation and restoration of the structure. These come in the form of Historic Tax Credits, 20% Federal and 25% from the State of Illinois, totaling 45% of a structures qualified rehabilitation expenses. These credits provide much needed equity to assist in the financing of any rehabilitation. Proceeds from the sale of the credits can net approximately 40% of a project's cost, that doesn't have to be raised or borrowed.

Finding a new owner for repurposing this structure can be with a private or public entity. I would like to point out the efforts made by the City of Woodstock in the revitalization of its Courthouse that we were involved in. The City created a for-profit LLC to take advantage of the Historic Tax Credits. It was a critical funding source to finance this very ambitious renovation. City leaders had a long term view of what such a project would mean to the Courthouse Square and the community. They respected its past, its historical impact, and its unique architectural structures that has defined the community's character. Our firm has an extensive knowledge of construction costs and what it takes to revitalize these structures. We have been involved with dozens of organizations, private owners, municipalities, and developers to re-purpose these structures for a sustainable future.

I would recommend that the following steps be considered in assisting your efforts to save the structure from demolition:

The April 1st deadline needs to be extended another 6 to 9 months. This would allow a reasonable time to assemble interested parties in becoming a new owner

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for the structure and finding a suitable site. I understand that some new sites are being looked into. Having driven around the surrounding neighborhoods after our tour, I became very concerned about the amount of utilities needing to be temporarily moved and number of trees needing to be trimmed that could add significant cost to a move.

The existing church property is very large with quite a bit of open space. Could the church be approached to sell a corner of their property to accommodate the relocation of the house. The move could be far less costly and it certainly would enhance the National Register nomination. Such a short move would enhance the project's financial feasibility.

It would be wise to begin developing more detailed costs the move will entail and the cost of renovating the structure. Improvements can be phased, but initial costs will include a new foundation, site improvements, and enclosing the open parts of the building that will be exposed with the removal of the small additions. Other phases would include the restoration work on the exterior and renovating the interior for a new use. Our firm could assist you in developing costs and a project proforma.

It would be essential to begin conversation with Andrew Heckenkamp, with the Illinois Preservation Agency, and the National Park Service regarding a National Register Nomination and expressing what your intent is.

I would recommend that the City be asked to get involved in assisting you with the site selection process, possible acquisition, partnering, and anything to help move the project forward.

I hope my observations can be helpful in saving and repurposing this significant historic structure. The building has great potential to be a very special place. It's a tremendous amount of work to save structures such as these for future generations to marvel at. It's worth the effort. If you have any questions, please feel free to call me on my cell at 815-985-1012.

Sincerely,

Gary W. Anderson, Architect, AIA
Founder, Studio GWA

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APPENDIX B

Engineering / Structural Analysis

Landmarks Illinois

Wiss, Janney, Elstner Associates, Inc.
10 South LaSalle Street, Suite 2600
Chicago, Illinois 60603
312.372.0555 tel
www.wje.com

April 30, 2025

Kendra Parzen
Advocacy Manager
Landmarks Illinois
30 North Michigan Avenue
Suite 2020
Chicago, Illinois 60602

Tarpley Gates House
Building Condition Assessment
WJE No. 2025.2292

Dear Ms. Parzen:

At the request of Landmarks Illinois (Landmarks), on behalf of St. Mary's Episcopal Church (St. Mary's), Wiss, Janney, Elstner Associates, Inc. (WJE) has performed a building condition assessment at the Tarpley Gates House located at 210 McHenry Avenue in Crystal Lake, Illinois. The purpose of this assessment was to evaluate the general condition of the existing structure, evaluate whether any potentially hazardous conditions exist, and provide a preliminary review of the feasibility of relocating the building.

Background

The Tarpley Gates House was originally constructed as the Crystal Lake Academy building circa 1852 by Andrew Jackson Simons. The current building consists of two masonry structures that are joined by a party wall, with smaller additions to the east and north sides of the structure. The smaller masonry structure (Figure 1) is consistent with a Greek Revival design and is likely the 1852 construction, and the larger structure that is consistent with a Federalist design (Figure 2) appears to have been constructed shortly afterwards. For the purposes of this report, the larger structure will be referred to as the 1870s addition. Both of these structures include cobblestone masonry foundations, with multi-wythe brick masonry exterior walls and wood framed roofs. Wood framed windows are set in punched openings, with limestone window sills. The Greek Revival "original" building includes wood lintels over doors and windows, while the 1870s addition includes stone lintels. The primary entrances to both buildings are located on the south facade. Both buildings have low-slope gable roofs with asphalt shingles and decorative painted wood cornices, fascia, and soffits. The north and east additions were constructed in the 1960s and are clad with a combination of painted face brick and wood siding. The north addition has a full basement and sits on a concrete masonry foundation, and the east addition appears to have an inaccessible crawlspace. Overall views of the building are included in Figure 1 through Figure 4.

St. Mary's is considering demolition due to the cost of rehabilitation of the building to a new use. St. Mary's and representatives of the City of Crystal Lake have also considered relocating the house to an off-site location. Landmarks Illinois, on behalf of the building owner, St. Mary's, requested that WJE perform a building condition assessment to evaluate whether the house is structurally stable and generally

salvageable, to determine whether any potentially hazardous conditions exist, and to provide general feedback on the feasibility of relocation.

Document Review

Landmarks provided WJE with the following documents pertaining to the Tarpley Gates House. WJE performed a cursory review of these documents to familiarize ourselves with the building's construction and maintenance history and current concerns.

- *City of Crystal Lake Landmark Designation Application*.
- *Crystal Lake Academy Building History* document, undated. The document is an attachment to the City of Crystal Lake Landmark Designation Application form, and includes a history of the Crystal Lake Academy, its unique construction methods by builder Andrew Jackson Simons, the Gates Family, and other owners of the house prior to its ownership by St. Mary's Episcopal Church.
- Letter prepared for St. Mary's Episcopal Church by the Law Offices of Zukowski, Rogers, Flood, & McArdle, dated October 30, 2024. The letter states that the building is dangerous to the public, and that there is an urgent need for demolition. The letter also states that rehabilitation of the building would divert funds from the Church's community based programming. The letter includes several exhibits, including an unsigned Assessment Report, dated September 11, 2010, and various materials testing, abatement, and air monitoring reports prepared by JMS Environmental Associates, Ltd. in 2023 and 2024.
- *Tarpley Gates House* Letter prepared by Studio GWA, dated February 14, 2025. The letter states that the building is in structurally sound condition, and that relocation of the building would present significant cost and logistical challenges.

Interviews

During our site visit on April 10, 2025, Amanda Marshall and Timothy Crowe of WJE met with Reverend Scott Zaucha of St. Mary's, and Ms. Kathryn Cowlin and Ms. Liz Maxwell of the City of Crystal Lake to discuss the maintenance history, enclosure and structural concerns, and conceptual plans for relocation of the Tarpley Gates House. Reverend Scott reported that the building was most recently used as meeting space for support groups, however use stopped in October 2023 due to concerns for public safety. The building has not been heated since October 2023.

Reverend Scott stated that St. Mary's primary mission is to serve the community, and that directing financial resources to community-based programs is their principal priority. Reverend Scott also noted that the cost to perform a comprehensive restoration project per the recommendations and cost outlined in the 2010 assessment report (and adjusted for inflation to 2025 dollars), in addition to modifications to make the building ADA accessible and compliant with fire and life safety code, is beyond St. Mary's financial capacity. The parish has considered relocation of the building to an off-site location in lieu of demolition.

Ms. Kathryn Cowlin stated that a vacant lot approximately one block north of the current site has been identified as a prospective site for relocation of the building (see Figure 5 for a site plan with the proposed location).

Observations

WJE's assessment was limited to a visual examination of the 1852 and 1870s building structures from selected accessible interior locations. Our assessment also included a visual review of the exterior facades, windows, and roofs from grade and accessible exterior spaces. Interior access was provided by Reverend Scott Zaucha. Pertinent observations from our site visit are included below.

Building Structure

1. The exterior perimeter walls of the 1852 and 1870s structures are multi-wythe load-bearing masonry walls with full header courses every seventh course. The masonry walls at the 1852 building are estimated to be 9-inches (2-wythes) thick at the first floor level, and the walls at the 1870s addition are estimated to be 13-inches (3-wythes) thick at the first floor level. Punched window and door openings at the original building include painted wood lintels, with stone lintels at the addition.
2. The historic cobblestone foundation at both the original and addition buildings is in sound condition and does not exhibit signs of significant settlement (Figure 6 through Figure 8). However, significant mortar erosion and washout was observed on the interior face of the 1852 structure (Figure 10). The area shown in Figure 10 is located near a downspout on the exterior (Figure 11).
3. A concrete bulkhead approximately 4-feet high was installed along the perimeter of the foundation wall in the basement of the 1870s addition. This appears to be a stabilization measure that had been added in the past, and was observed to be in serviceable condition (Figure 9).
4. Two small voids in the foundation wall were observed that may be vulnerable to rodents:
    a. One void in the south cobblestone wall of the addition, adjacent to the basement window.
    b. One void in the north wall, where the 1960's addition interfaces with the 1870s addition (Figure 12 and Figure 13).
5. The 1870s basement construction includes a series of 12-inch by 12-inch interior masonry columns that support the wood framed structure above, along with the perimeter foundation walls.
6. The exposed portions of the wood first floor framing for both the original building and the 1870s addition are in fair condition and no evidence of decay or insect damage was observed.
7. The 1870s addition attic was accessible during our assessment. The roof framing consists of 2x6 framing with plywood sheathing over the original plank roof deck. The framing members were observed to be performing well where exposed, and the ridge lines are in proper alignment with no recognizable sag observed (Figure 14).
8. Evidence of prior structural remediation work was visually apparent within the attic and second floor level of the 1870s addition (Figure 15). Steel beams observed within the attic floor level provide support for steel tie-rods that extend through the partitions below and appear to provide support for the second-floor framing below. One of the rods is exposed in a room at the second-floor level on the east side of the 1870s addition. The steel reinforcing appeared to be in serviceable condition but may require a more detailed examination as part of a renovation effort.

Interior

9. The interior plaster wall and ceiling finishes are generally intact throughout a majority of the building (Figure 16 and Figure 17). Isolated areas of plaster deterioration, including water staining, cracking, and missing areas of plaster were observed, particularly on the second floor of the original building and 1870s addition (Figure 18). No significant evidence of active water infiltration was observed.
10. The floor finishes throughout the building consist of a combination of wood, carpet, and tile. Numerous portions of the flooring have been covered with plywood, and the floor finish has been removed in several rooms. Small holes in the subfloor were noted in portions of the first floor of the original building, which may present a tripping hazard if left uncovered (Figure 19).

Roof

11. Both the original and 1870s addition buildings have asphalt shingle roofs with painted wood cornice, fascia and soffits, and sheet metal gutters and downspouts. The asphalt shingle roofing was reportedly installed approximately 25 years ago on both portions of the building.
    a. The shingles are in fair condition throughout the field of the roof (Figure 20).
    b. Flashing deficiencies and areas of apparent maintenance needs were observed at the chimney apron flashing on the west side of the addition roof (Figure 21). This location corresponds to the water staining and plaster damage observed on the second floor of the 1870s addition and should be repaired.
    c. The painted wood elements at the cornice, fascia, and soffit exhibit peeling paint and isolated areas of separation between sections of wood (Figure 22). Wood deterioration was noted at certain locations, including the north side of the original building roof, and the south and west sides of the 1870s addition roof (Figure 23). The majority of the wood trim elements are in good condition and can be salvaged with proper repairs.

Building Facades

12. The multi-wythe masonry exterior walls at both the 1852 and 1870s buildings are in overall good condition with the exception of isolated locations as noted below.
    a. Cracked and eroded mortar joints were noted at isolated locations (Figure 24). There is no immediate need for repointing.
    b. Eroded brick and mortar was noted below the chimney on the west facade of the 1870s addition, where suspected flashing problems may have contributed to staining of the interior plaster (see Figure 21). Spot masonry repairs would be appropriate to address this deterioration.
13. The double-hung, casement, and awning windows throughout the 1852 and 1870s construction are typically wood-framed with wood sash and single-pane glazing. The 1852 construction includes some wood-framed storm windows which are in fair condition and can likely be restored. The 1870s construction has been retrofitted with aluminum storm windows over the wood framed double hung windows. The storms are in fair to poor condition. The wood windows are in serviceable condition, but are in need of restoration and painting work. Typical window conditions include:

a. Peeling paint on the sash and frame components and deteriorated glazing putty were noted at a majority of the windows, and cracked glass lites were noted at select window locations (Figure 25).
b. One south facade sash on the second floor of the 1870s addition is displaced from the frame (Figure 26). The window has an exterior storm window.
c. The attic window on the north facade of the 1870s addition is missing one glazing lite, and the sash is out of square (Figure 27).

1960s Additions

14. The north addition includes a concrete masonry unit (CMU) foundation with CMU exterior walls and painted brick veneer and includes a full basement that is separate from the basement at the remainder of the building. A large wall opening was created on the north wall of the 1870s construction to accommodate the north addition. This addition expands the first floor space within the main ground floor room.
15. Damp and musty conditions were apparent within the basement level of the north addition. Isolated areas of dark staining, or apparent biological growth was also present. Reverend Scott reported that the basement does not get water every year, but that it has experienced moisture seepage after periods of heavy rain (Figure 28).
16. The east addition includes a concrete foundation and appears to have an inaccessible crawlspace, and the exterior walls are clad with painted wood siding. The east addition transitions to the enclosed breezeway that joins the Tarpley Gates House with the neighboring St. Mary's building (Figure 29). The east addition is generally in serviceable condition. Peeling paint was observed at the exterior wood elements, and one wood framed storm window is displaced.
17. The 1960s additions include an asphalt shingle roof on the north addition, and a single-ply membrane on the low-slope east addition roof. Both roofs over the 1960s additions appear to be in serviceable condition.

Relocation Considerations

We understand that St. Mary's has considered relocation of the Tarpley Gates House to an off-site location, and that the City of Crystal Lake has identified a prospective location approximately one block north of the current site (see Figure 5). During our walkthrough, Reverend Scott pointed out that the area immediately northeast of St. Mary's and the Tarpley Gates House is a cemetery and cannot be disturbed as part of a potential relocation effort. Additional site conditions include the paved parking area immediately northwest of the building, as well as numerous powerlines and mature trees on both McHenry Avenue and Church Street. This tight configuration creates significant obstacles for underpinning, lifting, and relocation of the structure. Upon completion of any relocation effort, extensive damage to the site should be anticipated, and the disposition of the damaged and abandoned foundation system will also result in an impairment to the site for any future development unless it is fully removed.

The building geometry and footprint are likely too large to allow the building to be relocated in one piece. The phased construction of the structure has created natural points where the house could be separated into sections that may be more practical to relocate. However, prior structural alterations to the building,

including the steel support system added in the attic and the large opening created at the north exterior wall of the 1870s addition may complicate these efforts. It will be necessary to provide stabilization, temporary bracing, and/or structural reinforcing of the building components to enable the building sections to be separated and relocated. As part of this work, it also is anticipated that portions of the historic masonry walls will need to be carefully rebuilt to separate and then rejoin the building sections on a new site and foundation.

The cobblestone foundation systems would not be practical for relocation; however, portions of the foundations may be considered for salvage and reconstruction. Assuming that only the two older portions (1852 and 1870s) of the Tarpley Gates House would be considered for a move, substantial portions of the north and east facades of the 1870s addition will require reconstruction where the 1960s additions had been constructed.

Conclusions and Recommendations

Based on review, the Tarpley Gates House is in structurally sound condition, and can be rehabilitated with a prioritized, phased repair approach that can be performed over a number of years to minimize the burden of up-front costs. Repairing the isolated voids in the 1870s addition foundation wall and repointing the areas of mortar erosion on the interior side of the 1852 building foundation wall should be considered to mitigate potential water infiltration or rodent issues, however these conditions do not otherwise present an imminent structural problem. Consider installing downspout extensions to direct water away from the building at grade to mitigate further erosion of the mortar joints between cobblestones. General damp conditions in the basement can be improved by introducing a ventilation system to allow air flow in a space that is otherwise inclined to incidental moisture.

Interior plaster and floors throughout the building can generally be repaired on an as-needed basis as space-specific needs are identified for future use. In the interim, holes in the subfloor should be covered to reduce tripping hazards. Introduction of conditioned air would extend the service life of the existing intact plaster and wood finishes by reducing exposure to ambient moisture and extreme temperatures.

Although the roof is reportedly 25 years old, it is generally in fair condition. We did not observe any indication of failure, widespread water leakage, or sagging of the roof or roof framing. Compromised flashing at the chimney on the west side of the 1870s roof appears to be contributing to prior water infiltration at the second floor classroom space and to the deterioration of the cornice and fascia near the adjacent gutter. Repairs to address the chimney flashing and other potential roof deficiencies in the near term are warranted to mitigate further deterioration of the interior finishes and of the adjacent masonry and exterior wood components. A full roof replacement should be anticipated within the next ten years and should include proper underlayment, flashings, and replacement of gutters and downspouts with proper leaf guards and adequate downspout extensions to direct water away from the foundation. The cornice, fascia and soffits can be repainted as part of a larger restoration project, during which areas of deteriorated wood can be repaired or replaced. In the near term, areas with wide separation or more significant deterioration should be prioritized for repair to reduce the likelihood of water infiltration.

The building facades are in fair condition. Isolated cracked mortar joints and eroded brick can be repaired as part of a future facade maintenance program. Comprehensive restoration of the windows to address peeling

paint, deteriorated glazing putty, and cracked glazing lites, as well as the potential introduction of weather stripping to improve thermal performance, may be included in a future facade repair program but are not immediate needs. In the near term, securing the displaced second floor sash and installing temporary glazing in the attic window would be prudent to mitigate water infiltration and possible animal entry.

As previously noted, the building is structurally stable and in overall good condition for its age. Relocating the building would be very disruptive to the structure and to the property. A relocation effort would likely necessitate that the structures be separated into two or more portions, which would be expected to further increase the risk of damage. Based on our cursory review of the site restrictions, selected tree removal and relocation of powerlines would be anticipated; the parking area to the west of the building and adjacent lawn areas would also likely be disrupted; and extensive landscape and pavement restoration services will be needed after the house and foundation have been removed. A relocation effort would also need to address the exterior facade and egress passages of the adjacent St. Mary's building where it joins the Tarpley Gates House via the breezeway.

The most practical path forward regarding the Tarpley Gates House would be to restore it in place. The extent of disruption to the building and associated stabilization and strengthening efforts that are needed to complete a relocation effort would likely be quite costly, result in greater repair needs for the relocated structure, and result in significant loss of historic fabric in the process.

Closing

The existing building serves as an outstanding opportunity for St. Mary's to promote community outreach and support for retaining part of the Crystal Lake community's heritage. The building is in good condition, which serves as a testament to the builders that constructed it. With proper restoration and minimal exterior enhancements, the charm and character of this important building's value will be even more recognizable.

Sincerely,

WISS, JANNEY, ELSTNER ASSOCIATES, INC.



Sarah Van Domelen
Associate Principal and Project Manager



Timothy Crowe
Associate Principal, SE, RA, FAPT



Amanda Marshall
Associate III

Figures



Figure 1. Overall view of the south facade of the original (1852) building



Figure 2. Overall view of the south facade of the addition (1870s) building



Figure 3. Overall view of the north and west facades, note the north 1960s addition at far left



Figure 4. Overall view of the north and east facades, note the two one-story 1960s additions

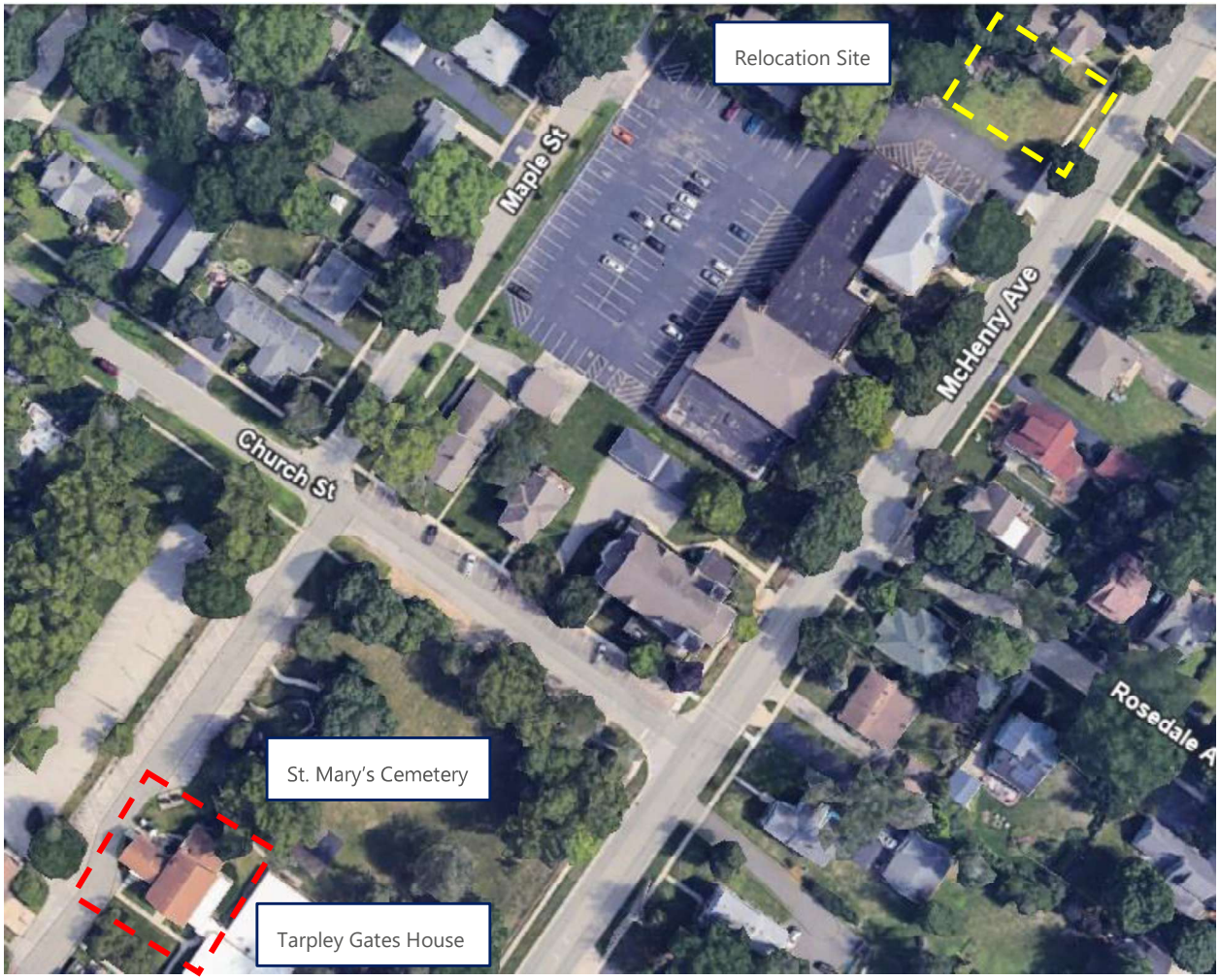


Figure 5. Aerial view (courtesy of Google Earth); north is to the top of the image. The current Tarpley Gates House site is dashed in red at the lower left of the image, and the proposed relocation site is dashed in yellow at the upper right. Note the location of the St. Mary's Cemetery immediately northeast of the current site, as well as the paved parking lot to the northwest



Figure 6. Cobblestone foundation at 1852 building



Figure 7. Cobblestone foundation at 1870s building



Figure 8. Partial view of foundation wall and floor framing in 1852 building basement



Figure 9. Partial view of foundation wall, bulkhead, and floor framing in 1870s building basement



Figure 10. Eroded mortar on interior face of 1852 building cobblestone foundation



Figure 11. Downspouts and grade adjacent to 1852 and 1870s buildings



Figure 12. Void foundation wall at 1870s addition



Figure 13. View of void from the exterior

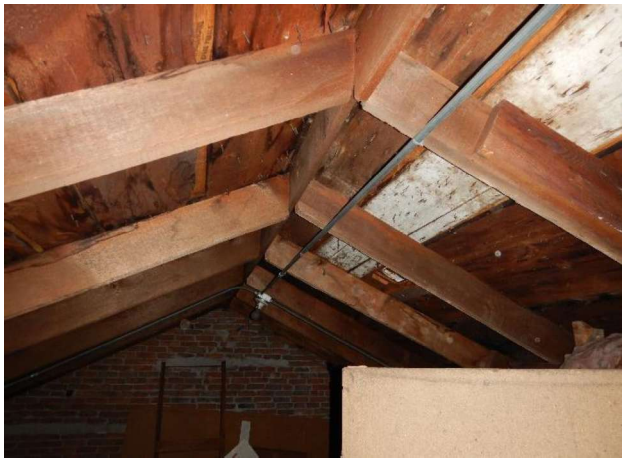


Figure 14. Partial view of 1870s addition roof framing



Figure 15. Steel beam in 1870s addition attic



Figure 16. Typical interior finishes



Figure 17. Typical interior finishes



Figure 18. Deteriorated plaster at older water leak near 1870s addition chimney



Figure 19. Hole in subfloor in 1852 construction



Figure 20. Overall view of shingle roof



Figure 21. Deterioration below 1870s chimney flashing



Figure 22. Typical peeling paint at exterior wood elements



Figure 23. Deteriorated wood at cornice

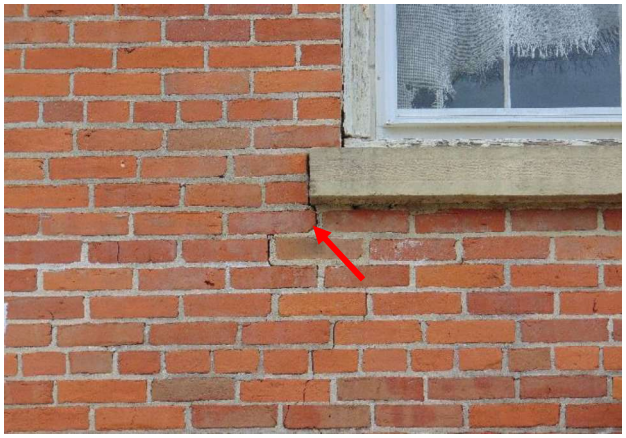


Figure 24. Cracked mortar joints



Figure 25. Typical peeling paint and glazing putty deterioration. Note the cracked lite



Figure 26. Displaced sash in 1870s addition

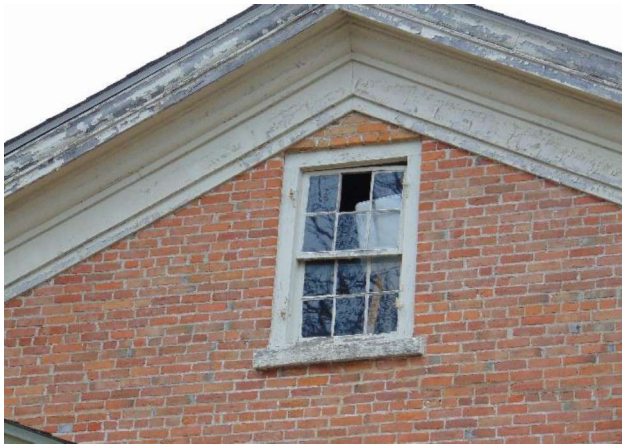


Figure 27. Missing lite and out of square sash at 1870s addition attic window



Figure 28. Basement of the north 1960s addition



Figure 29. East 1960s addition and breezeway

APPENDIX C

Support Letters

LANDMARKS ILLINOIS
People Saving Places for People

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July 10, 2025 (VIA EMAIL)

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

RE: 210 McHenry Avenue (Crystal Lake Academy Building)

Councilmembers:

On behalf of Landmark Illinois, I am writing to express our strong support for the preservation of the Crystal Lake Academy Building, also referred to as the Tarpley-Gates House, at 210 McHenry Avenue. Founded in 1971, Landmarks Illinois is a statewide nonprofit organization helping people advocate for the historic places that define their communities.

We entirely support the Crystal Lake Historic Preservation Commission's finding that the Crystal Lake Academy Building is deserving of landmark status. Early settlement buildings like the Crystal Lake Academy are increasingly rare resources. Among the oldest remaining buildings in Crystal Lake, the building's first life was as the Crystal Lake Academy, educating the children of early Crystal Lake families. It was then converted to the private home of prominent Crystal Lake citizens including William D. Gates, whose American Terra Cotta Tile and Ceramic Company was essential to the Prairie School design movement. It later served St. Mary's Episcopal Church as a Sunday School and venue for other church activities. In its many years of service, this building has demonstrated endurance and adaptability that deserve to be recognized and protected through formal landmark designation.

On February 3, 2025, Landmarks Illinois arranged for architect Gary Anderson of Studio GWA to visit the Crystal Lake Academy Building. On April 10, we arranged an additional assessment by WJE, whose team included a structural engineer. Both assessments determined that the Tarpley-Gates House is in sound condition. We extend our thanks to Scott Zaucha of St. Mary's Episcopal Church for granting us access to the building for these assessments.

We urge the City Council to confirm landmark status for this building and to commit Crystal Lake to work with St. Mary's Episcopal Church and other interested local parties to find a solution that both preserves this important piece of Crystal Lake's history and puts it back into active use. Landmarks Illinois has already placed the resources of our organization behind the preservation of this building through the two assessments that I described above, and we stand ready to continue providing expertise and resources to this effort. Thank you for considering our comments.

Sincerely,

Kendra Parzen
Advocacy Manager

CRYSTAL LAKE
HISTORICAL SOCIETY

October 23, 2024

City of Crystal Lake
Historic Preservation Commission
c/o Elizabeth Maxwell
100 W. Woodstock Street
Crystal Lake, IL 60014

Dear Members of the Historic Preservation Commission,

The Crystal Lake Historical Society wishes to thank you for your ongoing efforts to preserve historic structures throughout our community. Through your educational trolley tours and landmark protection program, our community continues to appreciate and preserve its historic properties. The partnership of our organizations has benefited the quality of life for residents of Crystal Lake.

The Crystal Lake Academy Building (also known as Tarpley House) is a significant historic property which the Crystal Lake Historical Society feels must be saved! The builder was Andrew Jackson Simons, who brought his cobblestone trade from New York State to Crystal Lake. This rare method of construction is showcased on the foundation of the Crystal Lake Academy Building. Before retiring from the Crystal Lake Park District, I was deeply involved in restoration efforts at the Colonel Palmer House for more than twenty years and I understand the irreplaceable nature of the construction materials used by Simons. Like the Colonel Palmer House, which is the home of the Society, the walls of the Academy were constructed with red bricks believed to have been made of local clay at a factory north of town. The bricks and cobblestone foundation of the Crystal Lake Academy Building cannot be duplicated by modern masonry manufacturers.

P.O. Box 1151 • Crystal Lake, IL 60039-1151 • Phone: (815) 455-1151
Website: www.cl-hs.org • Email: info@cl-hs.org

In addition to its rare building style, the Crystal Lake Academy Building is closely associated with many significant historic events and people. Its original purpose was to educate young people of our community. Graduates of the Academy went on to become doctors, lawyers, judges and even a governor! As a private residence, the building is closely associated with the Gates family. One of Crystal Lake's most famous citizens, William Day Gates, grew up in the house. Gates later started the American Terra Cotta and Ceramic Co. which manufactured architectural terra cotta and Teco pottery. Building examples with American Terra Cotta are found across the country including the Wrigley Building in Chicago and the Yerkes Observatory in Williams Bay, WI. Teco pottery is highly collectable, commanding an impressive price for even a small vase.

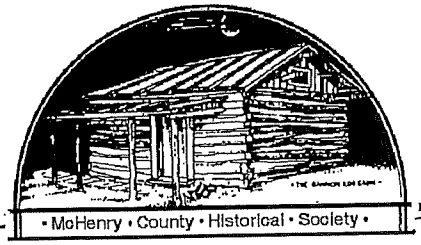
Maintaining and restoring an historic building requires a commitment of time and treasure. The current owner of the property, St. Mary's Episcopal Church is a small congregation that is unable to do this on their own. The Academy building must be saved and the community must step-up to assist. Cooperative partnerships for raising funds and finding a good use of the building could be developed, creating a win-win situation for the church and the community.

Future use for the Crystal Lake Academy Building can only happen if it is landmarked and preserved. Crystal Lake has precious few buildings that are 170+ years old and those that remain must be protected for future generations.

Sincerely,

Ann Viger, Vice President
Crystal Lake Historical Society

P: 815-923-2267 F:815-923-2271



• McHenry • County • Historical • Society •

An Illinois, Not For Profit Corporation

6422 Main Street P.O. Box 434, Union, Illinois 60180

October 9, 2024

Historic Preservation Commission
c/o Elizabeth Maxwell
City of Crystal Lake
100 W. Woodstock St.
Crystal Lake, Illinois 60014.

Dear Ms. Maxwell and the Crystal Lake Preservation Commission,

As members of the McHenry County Historical Society's Historic Sites Committee we would like to support the land mark application for the historic Gates House on McHenry Avenue.

All effort must be made to save and keep this architecturally distinguished Greek Revival building. It has survived intact, for nearly 175 years and has seen many generations come and go. It has had guests, the likes of The Crystal Lake Academy, The Simon Gates family, (whose son founded American Tera Cotta), and today, St. Mary's Church.

This proud building has done its work steadfastly all these years. Now we, the community, must work to save it. It has been said about old buildings that they "*are not ours. They belong, partly to those who built them, and partly to the generations of mankind who are to follow us. . . . That which they labored for . . . we have no right to obliterate . . . what other men gave their strength and wealth, and life to accomplish, their right over it does not pass away . . .*" John Ruskin, 1849.

In 1941, as bombs rained down on London, Winston Churchill thought of the many historical buildings randomly being destroyed and the power these buildings had in shaping his people. He said; "*We shape our buildings; thereafter they shape us*". Mr. Churchill did not have a choice in the demolition of his country's structures.

We are lucky, we have a choice.

Respectfully submitted,

Paula Rieghns,
As representative of the
McHenry County Historical Society's
Historic Sites Committee

[redacted]
Crystal Lake, Il.
October 9, 2024

To The Commissioners of the Preservation Commission:

On behalf of the Board of Directors of the McHenry County Historical Society I am writing in support of the application co-sponsored by Jim Heisler and Diana Kenney to grant landmark status to the building currently known as Tarpley House. This ca. 1850 Greek Revival structure is without question one of the most historic buildings in McHenry County. Originally the home of the Crystal Lake Academy, it later became the residence of the Gates family, founders of the renowned American Terra Cotta Company.

As the author of *Historic County Schools of McHenry County, Illinois,* I can also testify to the significance of the Academy which pre-dated Illinois' first public education law of 1855. This may be one of the last remaining such structures in the state.

Tarpley House has stood as a silent witness to generations of change in Crystal Lake and the surrounding area. It was prominently pictured in the 1872 McHenry County Atlas when it was already 20 years old. While we almost always respect the rights of the property owner, we must not allow this historic structure to be lost to our city. It can continue to inspire, and remind us, of a different time and pace of life in our area's past. Tarpley House is deserving of landmark status.

Sincerely,

Robert W. Frenz

Robert W. Frenz
President, MCHS
[redacted]

Elizabeth Maxwell AICP

From: Sarah J Gates [redacted]
Sent: Wednesday, October 30, 2024 7:50 PM
To: Elizabeth Maxwell AICP
Subject: Re Gates family home aka CL Academy Building/Tarpley House

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.

Dear Elizabeth Maxwell,

I believe you are the liaison between the Crystal Lake City Planning Dept and the local Historic Preservation Commission and historical societies. I am writing in regard to my paternal family home, now called the Tarpley House. As you know it was purchased in 1860 by Simon Sumner Gates (my great great grandfather) and amazingly enough, later owned by paternal grandmother's parents, Frederick B. and Lilian O. Mathis (1920).

I have recently retired from the Fine Arts Museums of San Francisco where I've been employed for almost 40 years as an art conservator. In addition, I am a California native and consequently am familiar with environments that are unlucky to not have historic architecture. These facts, combined with my family's connection to Teco, make me very familiar with the importance of historic preservation for the cultural enrichment of our country and of the American people. I can think of no quicker way for a person to grasp the passing of time, and of different lifestyles, than to see remnants from past centuries. If one cannot travel to older cultures, then preserving out historic structures is the surest way of providing this education.

I'd like to add my voice to the others that have protested the proposed destruction of the house - it has so much to offer the community and indeed, visitors to the mid-west.

Yours sincerely,

Sarah Gates
[redacted]
Pacifica, CA 94044
[redacted]

Dear Historic Preservation Commission and Crystal Lake City Council,

We, the undersigned residents of Crystal Lake, are writing to express our strong support for the preservation of the CL Academy Building / Tarpley House. This historic building, with its distinctive cobblestone and brick construction, along with its Greek Revival components and Federalist characteristics is a significant landmark in our community and a testament to the architectural heritage of Crystal Lake.

Andrew Jackson Simons, built this cobblestone house as well as the National Registered Colonial Palmer house, demonstrating his exceptional craftsmanship. These buildings stand as a symbol of our town's history and reflect the architectural trends of its time.

We understand that St. Mary's Episcopal Church may face challenges in maintaining this historic property. However, we believe that the preservation of such a significant landmark is a collective responsibility. We urge the city and the community to explore various options, such as fundraising campaigns, grants, or partnerships with historical preservation organizations, to secure the necessary resources for its restoration and upkeep.

By preserving the CL Academy Building / Tarpley House, we can not only honor our past but also enrich our community's future. This building has the potential to become a cultural hub, hosting educational programs, exhibitions, and community events.

We implore you to consider the historical and cultural value of the CL Academy Building / Tarpley House and take the necessary steps to ensure its preservation for generations to come.

Sincerely,
Becky and Jim Long
[redacted]Crystal Lake

Subject: Designation of Crystal Lake Academy as a Historic Landmark

To Whom It May Concern,

I support the application to designate the Crystal Lake Academy, located at 210 McHenry Avenue, as a historic landmark. This historic building, constructed circa 1853, is a significant part of Crystal Lake's heritage and a testament to the architectural and historical significance of the area.

Key Features and Historical Significance:

1. **Architectural Significance:**
    - **Unique Construction:** The Academy building showcases the rare and skillful use of cobblestone construction, a technique brought to the region by Andrew Jackson Simons.
    - **Preservation of Original Features:** Many original elements, including the exterior brick, windows, limestone sills and lintels, and foundation, remain intact.
    - **Historic Iron Fence:** The property's eastern boundary is marked by an historic iron fence dating back to 1883.

2. **Historical Significance:**
    - **Educational Institution:** The Academy served as an important educational institution for the community's early settlers, including prominent families like the Crandalls, Beardsleys, Piersons, and Walkups.
    - **Community Hub:** The building has been a vital part of the community for over a century, hosting various activities such as debating societies, literary societies, and church functions.
    - **Notable Owners:** The property has been owned by significant figures in the community, including Simon S. Gates, H.T. Jones, and Frederick B. Mathis.

Preservation and Future Use:

The designation of the Crystal Lake Academy as a historic landmark will ensure the preservation of this significant building and its continued contribution to the community. By recognizing its historical and architectural importance, we can work together to restore and repurpose the building for future generations.

I respectfully request that you consider the application presented and designate the Crystal Lake Academy as a historic landmark.

Sincerely,

Lisa Solak

To the Crystal Lake City Council Members,

I urge you to respect the recent unanimous decision of the HPC by granting landmark status to the CL Academy building.

I am grateful that Diana Kenney and Jim Heisler applied for landmark status for the CL Academy Building. Without this move the building may have been demolished without the average Crystal Lake citizen (like me) knowing about it.

I believe communities are increasingly valuing the historic feature and buildings in their communities. I have been in Crystal Lake since 1978 and was involved with the Polly Crandall Questers in its herculean efforts to protect the Dole Mansion for its future. Our 25-member organization stripped woodwork, held cookie sales, staged tours, and raised funds for major improvements. We kept the lights on until CL Legacy came in as a White Knight. The building, property, and history are now proudly touted by the city.

The Colonel Palmer House has a similar rough history. It was women with a zeal for historic preservation who worked on the building and also the application for inclusion on the National Register of Historic Places. At a certain point the Crystal Lake Park District took over the property and Colonel Palmer House is playing an important role in the cultural life of Crystal Lake.

Do you know which house walks are most popular? Not McMansions but older "historic" homes!

I was a a long-time member of Polly Crandall Questers. This organization plaqued a dozen houses from the 1980's until 1995 when the Crystal Lake Historic Preservation Commission was formed. I was on the committee that wrote the HP Commission Ordinance and served as its first chair for 5 years.

The Questers' plaqueing was honorary, without teeth, which is why the HPC is a valuable asset in actually protecting historic properties. The Historic Register has prestige; the local ordinance has power.

About the CL Academy Building—

It was plaqued in 1993 by the Polly Crandall Questers for the reasons that Diana Kenney explained most adequately in her research on the history of the building. Andrew Jackson Simons' story is certainly worth preserving though the physical presence of his buildings. The means of acquiring the cobblestones is part of the interesting saga of early home construction in our community.

(The house Simons built for himself after serving for four years in the Civil War has been demolished. I learned about this when I recently drove to its former sight on Rte 14. The story we had gleaned was that he had accumulated bricks for his future home but they had been pilfered during his absence. Still, he built his simple home with his signature cobblestone foundation. The last time I paid attention to the building it had been purchased and restored by an architect. I thought it was safe! I was living in Chicago for 20 years and missed this demolition.)

Sincerely,

Mary Thennes, [redacted]

Elizabeth Maxwell AICP

From: Julie Vollbrecht <[redacted]>
Sent: Thursday, November 7, 2024 4:34 PM
To: Elizabeth Maxwell AICP
Subject: Crystal Lake Academy Building

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.

Hello Elizabeth,

My name is Julie Vollbrecht, I am the vice president at Ela Historical Society and Museum in Lake Zurich, Illinois. I have been with our museum since the early 1980's. Everyday I work on saving history so its not forgotten and can be shared with others. I want to give my support to save the Crystal Lake Academy building for all the rich history it brings and a structure that can be brought back to life for future generations to see. It takes a community and people that care to make things work, if they are given a chance. We are here to provide support, help restore what has been lost and give back to our communities. Please keep an open mind, Forget-Me-Not....Julie

Elizabeth Maxwell AICP

From: Jackie Harrington <[redacted]>
Sent: Wednesday, November 13, 2024 1:26 PM
To: Elizabeth Maxwell AICP
Subject: Historic Building

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.

Sent from my iPhone
As a resident of over 46 years....I feel this building is a precious reminder of the history of our perfect little town (not so little anymore). It needs to be saved for the children growing up in our community to see that real history can be found in their own town. It is important. It is the foundation and roots of Crystal Lake. What dreams the residents before us had in mind to make our town unique and a wonderful home for generations past, present and future. We want it to live up to our motto.... Crystal Lake A Great Place to live". SAVE THE BUILDING and Recognize our history. We are nothing without our history.

Jackie Harrington
[redacted]
Crystal Lake

Elizabeth Maxwell AICP

From: Jennifer Cherry <[redacted]>
Sent: Wednesday, November 13, 2024 2:05 PM
To: Elizabeth Maxwell AICP
Subject: Proposed Demolition of Tarpley House

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.

Hello & Good Afternoon,

It has come to my attention that there is a proposed demolition of a rich piece of Crystal Lake history. I fer to the history compiled by Diana Kenney detailing the many notable early Crystal Lake residents and their extensive contributions to our community's history. This structure is a critical example of our beginnings and as such should be a protected landmark.

My concern is what appears to be a refusal by the current church members to partner with the historic community to even consider options to preserve this building. I wish to join other interested citizens in their efforts to preserve this piece of history. It is unlikely I will be able to attend the upcoming meeting, but I thought it was important, as a resident of Crystal Lake, my voice in opposition of demolition be heard.

Respectfully,
Jennifer Cherry

Elizabeth Maxwell AICP

From: Natalie Tryon <[redacted]
Sent: Wednesday, November 13, 2024 7:36 PM
To: Elizabeth Maxwell AICP
Subject: Crystal Lake Academy/Gates House

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.

Hello,

My name is Natalie Tryon and I'm writing in support of a move to Landmark the Crystal Lake Academy/Gates House immediately. As a historic home owner I feel strongly about preserving the historic buildings we have left in Crystal Lake so that our children and grandchildren will know the story of our town's first residents and the blood, sweat, and tears they poured into the craftsmanship of their homes. This home not only provides character and beauty for neighbors and walkers but is a beautiful backdrop for Arts on the Green in the summer. As a child I attended enrichment preschool here and vividly remember the stone wall and masonry work, the materials we use for construction today just don't stick in your memory like that- that's worth something. Please do not take this piece of history away from our town- do not support the demolition of the Gates house and Landmark this precious piece of Crystal Lake history today!

Sincerely,
Natalie and Jared Tryon
[redacted]

Elizabeth Maxwell AICP

From: Shannon Hanson [redacted]
Sent: Wednesday, November 13, 2024 7:26 PM
To: Elizabeth Maxwell AICP
Subject: Support for Landmark Status of the Crystal Lake Academy/Gates House

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.

Shannon Hanson
[redacted]
Crystal Lake, IL 60014
Wednesday, November 13, 2024

Elizabeth Maxwell
Crystal Lake City Hall
100 W. Woodstock Street
Crystal Lake, IL 60014
Email: emaxwell@crystallake.org

Subject: Support for Landmark Status of the Crystal Lake Academy/Gates House

Dear Ms. Maxwell,

I am writing to express my strong support for granting landmark status to the Crystal Lake Academy/Gates House, Crystal Lake's second-oldest structure. This historic building, with its rich history as the first school in the area and later the Gates family home, is a cornerstone of our community's heritage and a vital link to our past.

Built in 1853 by Andrew Jackson Simons, a renowned stonemason who introduced cobblestone architecture to the region, this building represents both architectural and cultural significance. Its contributions to education, community leadership, and Crystal Lake's development over the last 170 years cannot be overstated.

While I understand the financial constraints facing the current owners, I believe our community can and should rally together to preserve this treasure, as we did with the Dole Mansion 20 years ago. Once it is gone, this irreplaceable piece of history will be lost forever.

I urge the City Council to recognize the importance of the Crystal Lake Academy/Gates House and grant it the landmark status it so richly deserves. I also hope the City will work with local preservation groups to ensure the building is saved for future generations, with the burden of its preservation shared collectively by the community.

Thank you for considering my perspective, and I hope the Council will make the decision to protect this vital piece of our shared history.

Sincerely,

Shannon Hanson

Elizabeth Maxwell AICP

From: Nancy Embach [redacted]
Sent: Wednesday, November 13, 2024 6:50 PM
To: Elizabeth Maxwell AICP
Subject: We support Landmarking the Crystal Lake Academy/Gates house building

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.

As lifelong residents, we are writing in support of Landmarking of the Crystal Lake Academy/Gates house building. It is our town's second oldest remaining structure. We need to preserve the historic character of our town to share with coming generations. This can be accomplished by working together with the Crystal Lake Historic Preservation Commission.

Sincerely,

Richard and Nancy Embach

Elizabeth Maxwell AICP

From: Jackie Di Cecco [redacted]
Sent: Wednesday, November 13, 2024 7:30 PM
To: Elizabeth Maxwell AICP
Subject: Landmarking the Crystal Lake Academy/ Gates House

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.

Dear Ms. Maxwell,

My husband and I have lived in Crystal Lake almost 30 years. We love learning the history of our beautiful town. We live in close prominity to the Colonel Palmer House, which we enjoy. We request that you support the historical landmark designation of this building on the St. Mary's property.

Respectfully,
John & Jackie Di Cecco

Elizabeth Maxwell AICP

From: Meghan Butterfield <[redacted]>
Sent: Thursday, November 14, 2024 7:33 AM
To: Elizabeth Maxwell AICP
Subject: Save the old School House

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.

Hi Elizabeth!

I want to show my support for SAVING the old school house/Gates house in Crystal Lake. I fear demolishing it will cause us to lose part of our town's history and charm.

Thank you!
Meghan Butterfield, BS, RDCS

Elizabeth Maxwell AICP

From: Mary Bodner [redacted]
Sent: Wednesday, November 13, 2024 6:51 PM
To: Elizabeth Maxwell AICP
Subject: House

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.

I lived in the Walkup house over 30 years. It would be a shame to see the Gates house destroyed. These houses represent our past. Mary Bodner Sent from Bodner iPhone

Elizabeth Maxwell AICP

From: nancy hall [redacted]
Sent: Tuesday, October 29, 2024 5:17 PM
To: Elizabeth Maxwell AICP
Subject: St Mary's Episcopal Church

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.

I an Nancy Gates Hall and I spent my early formative years living in the Mathis/Gates house and went to school from kindergarten through high school. I could ask you, please save my ancestral home, but that is selfish.
The real reason is of its historical nature. As you know it was founded by my ancestor Simon Gates to provide an education for the local young people and served its purpose well, until free education was enacted.
It is historically important by architecture, architect and builder. I believe history matters and the removal of historical buildings diminish our knowledge and appreciation of our past.

Please save St Mary's Church.

Respectively,
Nancy Hall

Elizabeth Maxwell AICP

From: Sandra Price [redacted]
Sent: Saturday, November 2, 2024 7:16 AM
To: Elizabeth Maxwell AICP
Subject: The demolition of the Tarpley House

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.

RE: Proposed demolition of Tarpley House

Hi, Elizabeth,

I am Sandy Price, former member of CLHPC, retired Colonel Palmer House facilitator and CLHS board member. I just wanted to add some thoughts to the efforts to save the Tarpley House and preserve its rich history for the future. I refer to the history compiled by Diana Kenney detailing the many notable early Crystal Lake residents and their extensive contributions to our community's history, making this structure one of the most important examples of our early beginnings.

St. Mary's stewardship has been a three-quarter century enterprise. The past membership has valued and respected the importance of the structure, which is not the case at present. My concern is what appears to be a refusal by the current church members to partner with the historic community to even consider options to preserve the building. A critical question to consider, what is the memberships long-range plan for this important property in the heart of our historic downtown.

I wish to join other interested citizens in their efforts to preserve this building. I will attend the CLHPC hearing and support the Landmark process that is under consideration. See you on the 7th.

Thank you,
Sandy Price

November 2, 2024

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

Dear Elizabeth,

This letter is in support of the landmark application submitted on Monday, September 16, 2024, to halt demolition of the c.1853 Crystal Lake Academy "Tarpley House" owned by St. Mary's Episcopal Church 210 McHenry Avenue.

The Crystal Lake Academy is a rare example of cobblestone and brick construction and is one of the few remaining structures built by Andrew Jackson Simons. The Crystal Lake Academy building is an example of Simons' skill in building a brick structure with a cobblestone foundation, like the Colonel Palmer House, which is landmarked by the City of Crystal Lake and is listed on the National Register of Historic Places.

Along with the structures unique construction, the history of the building also has significance to the growth of the Crystal Lake community. As a school (original use of property) the Crystal Lake Academy educated students from early settlers and prominent Crystal Lake families. The second owner of the property was Simon S. Gates. Gates owned a substantial amount of land in and around Crystal Lake. His son, William Day Gates, who grew up in the house, started the American Terra Cotta & Ceramic Co., producing world renowned architectural terra cotta and Teco pottery.

As the past president of the McHenry County Historical Society and Museum, life member of the Crystal Lake Historical Society and former manager of Colonel Palmer House (2013-2017), I implore the Crystal Lake City Council to approve the landmark application for the Crystal Lake Academy "Tarpley House." The approved landmark application will halt demolition of the structure and allow all parties to come to the table with the goal of finding a solution towards preservation. The City of Crystal Lake is uniquely positioned lead this development, collaborate with the community and preserve a 170-year-old Andrew Jackson Simons structure within close proximity to downtown.

I am happy to speak with you directly and look forward to supporting the preservation of the Crystal Lake Academy for the benefit of the community, past and present.

Respectfully submitted,

Mary K. Ott

From: Heather Rohde
Sent: Tuesday, June 3, 2025 11:26 AM
To: CityCouncil <CityCouncil@crystallake.org>
Subject: RE: Very Important Notice

Hi,

I have some words for every member of the Crystal Lake City Council. Could you please make sure to forward this email to every single member. And please send it directly to the Mayor as well. This involves the upcoming vote concerning the Gates House and its fate.

I was dismayed to learn of the proposed destruction of the Crystal Lake Academy, also known as the Gates House, on McHenry Avenue. Built in 1855 and deemed to be in good structural condition, the idea of demolishing it should not even be on the table. Its proposed destruction is not only short-sighted but borders on irresponsible.

Structures like the Gates House are the very essence of a town's uniqueness. History isn't just about dates; it's about the tangible links to our past that give a place its soul and character. Simon S. Gates was no random individual; he was a pioneer and one of Crystal Lake's most prominent early citizens, with a street in town bearing his name. His residence is a link to his pivotal role in our city's founding and growth.

he house itself is a historical gem, boasting a beautiful cobblestone foundation crafted by Andrew Jackson Simons, another notable Crystal Lake figure. What's more, the original black iron fence still stands, framing a property that once featured extensive landscaping, an orchard, and outbuildings, as seen in an old engraving I have depicting a horse-drawn carriage trotting up McHenry Avenue right in front of it.

Every time I pass that property, I imagine life in the 19th century, envisioning a carriage traversing the same path my car now takes. It's a connection to the past that brings unique joy. Imagine robbing future generations of that experience, depriving citizens of appreciating their town's heritage, and stripping Crystal Lake of a sight found nowhere else. Parents could use this very building to teach their children about local history and life long ago.

Too often, towns sacrifice their unique architectural heritage, becoming forgettable, cookie-cutter suburbs devoid of identity. We must not let this happen to the Gates House and, by extension, to Crystal Lake.

Even dismantling and moving the building is a completely unacceptable compromise. Such actions inevitably strip historical structures of their magic and significance, almost certainly damaging the fantastic original foundation.

The fact that this historical building has fallen into disrepair is reprehensible and inexcusable. The time is long overdue for the city to officially designate the Gates House as a historic landmark, SECURE its protection, and begin the much-needed task of restoring it and finding a use that honors its legacy. How many other 170-year-old buildings, still on their original property and once owned by such prominent citizens, do we have left in Crystal Lake? Let's act now to save this irreplaceable piece of our townl. No excuses!

Heather Rohde

From: Chris Zatek
Sent: Saturday, May 31, 2025 9:29 PM
To: CityCouncil <CityCouncil@crystallake.org>
Subject: Please Landmark and Save the Historic Gates/Academy House

Dear Crystal Lake City Council,

I'm writing not just as a resident, but as someone who grew up in this town and deeply values what makes it special. My family moved to Crystal Lake in 1999 when I was five. I went to South Elementary, Bernotas Middle, and graduated from Crystal Lake Central. This community helped shape who I am, and I care about preserving the legacy that shaped so many others before me.

That's why I'm urging you to grant landmark status to the Gates House at 210 S. McHenry Avenue. This building is one of the oldest in McHenry County and has served many roles—from schoolhouse to residence to preschool. Its history is part of Crystal Lake's roots, and losing it would mean losing a tangible connection to our past.

While I understand the property belongs to St. Mary's Episcopal Church, this decision has broader implications for our community. Landmarking the building doesn't force the church to keep it long-term, but it gives us time to rally local support, explore relocation, and protect a piece of our shared history—just as we once did for the Dole Mansion.

People move here and stay here because Crystal Lake has character, not because it's filled with the newest developments. Preserving buildings like the Gates House isn't about nostalgia—it's about honoring the people and stories that built this town.

Please don't let this piece of history be quietly erased. Give the community a chance to act by landmarking the Gates House.

Best,

Chris Zatek

Crystal Lake, IL 60014

From: Becky Zaleski < >
Sent: Saturday, May 31, 2025 9:55 PM
To: CityCouncil <CityCouncil@crystallake.org>
Subject: Fwd: Saving the historic Gates House

Dear City Council Members,

I'm writing as a resident who cares deeply about Crystal Lake's history and character. I urge you to move to landmark the historic Gates House (also known as the Academy Building or Tarpley House) at 210 S. McHenry Ave and give the community time to preserve it.

This building has so much rich history and is one of the oldest structures in McHenry County. It has served as a school, a home, and a preschool -- and it's still structurally sound.

The Episcopal Church has every intention to demolish and bury this irreplaceable piece of our history. While they own the land, their leadership is not part of our community, and yet their decision would permanently erase something precious to us all. I feel having an outsider community change the cherished history would be a disservice to the residents of Crystal lake. This history is part of what keeps Crystal lake special.

What we are asking is clear and reasonable: landmark the building to delay demolition, so we can rally the community, fundraise, and relocate it. We are not asking the Church to keep it on their property and incur the cost, we are asking for a little more time so that we may rally the community. Something we once did to save another historical structure in this town -- The Dole Mansion.

Crystal Lake is beloved for its charm and character. People don't move here for uniform subdivisions or forgettable strip malls, they come for authenticity, and for the community that fights for its history. Frankly, it seems more and more commercial type buildings and fast food restaurants are taking over. We need to preserve that character and charm that makes this city special.

I believe we can have both and that the marriage of the old and the new is what makes Crystal Lake a good place to live.

Please don't mistake public quiet for consent, many residents simply don't know this is happening. Once this building is gone, it's gone forever. We have the chance to save it. **Please,**
landmark the Gates House and give us that chance.

Sincerely,

Becky Zaleski

Crystal lake, IL

60014

From: Mikayla Collins < >
Sent: Thursday, June 5, 2025 7:15 PM
To: CityCouncil <CityCouncil@crystallake.org>
Subject: Please Landmark and Save the Historic Gates/Academy House

Dear City Council Members,

I'm writing as a resident who cares deeply about Crystal Lake's history and character. I urge you to **landmark the historic Gates House (also known as the Academy Building or Tarpley House) at 210 S. McHenry Ave** and give the community time to preserve it.

This building which was constructed in the early 1850s from rare Algonquin brick, locally sourced brick and Andrew Jackson Cobblestone, is one of the oldest structures in McHenry County. It has served as our city's first academy, a home, and a preschool. It is solid, structurally sound, and rich in history. The cost to move it, $189,000, is attainable if we are simply given time and a clear path forward.

The Episcopal Church plans to demolish and bury this irreplaceable piece of our history. While they own the land, their leadership is not part of this community, and yet their decision would permanently erase something precious to us all.

Our tax dollars are funding public art for roundabouts, yet this living, breathing piece of local culture is being ignored. Crystal Lake doesn't need more soulless development, it needs art, culture, and preservation of the identity that makes our town unique.

Please don't mistake public quiet for consent, many residents simply don't know this is happening. Once this building is gone, it's gone forever. We have the chance to save it. Please, landmark the Gates House and give us that chance.

Sincerely,
Mikayla Collins

APPENDIX D

St. Mary’s Resolution

RESOLUTION OF THE VESTRY

OF TRINITY EPISCOPAL PARISH, MCHENRY COUNTY

WHEREAS, in 2022 "Tarpley House", located on the grounds of St. Mary's Episcopal Church, 210 S. McHenry Avenue, Crystal Lake, IL was closed to the public for reasons of health and safety;

AND WHEREAS, In June 2024 the Vestry of St. Mary's voted to pursue demolition of Tarpley House, having been unable to identify a feasible adaptive reuse of the building, and based on a previous review of costs for restoration, having deemed restoration of the building an unwise use of parish funds;

AND WHEREAS, In August 2024 St. Mary's then applied for a demolition permit from the City of Crystal Lake;

AND WHEREAS, In September 2024 representatives of St. Mary's met with the City of Crystal Lake's Historic Preservation Commission to discuss the future of Tarpley House as there was a movement by certain members of the public ("Applicants") to "landmark" Tarpley House;

AND WHEREAS, In November 2024, the Crystal Lake Historic Preservation Commission voted to recommend landmarking of Tarpley House.

AND WHEREAS Following discussions and meeting with representatives of the City of Crystal Lake, St. Mary's agreed to delay its request for the demolition of Tarpley House until March 31, 2025, with the understanding that prior to such date the Applicants would secure an evaluation of the building and develop a strategy for preservation of the building, including fund-raising for the expense of restoration or relocation;

AND WHEREAS, In January of 2025, St. Mary's real estate became the property of TRINITY EPISCOPAL PARISH, MCHENRY COUNTY due to the consolidation of St. Mary's (Crystal Lake), St. Ann's (Woodstock), and St. Paul's (McHenry);

AND WHEREAS, From November 2024 to March 2025, no steps were taken towards a plan for the preservation or relocation of Tarpley House by the Applicants except for a building evaluation;

AND WHEREAS, In April 2025, at a meeting with the Applicants and representatives of the City, TRINITY EPISCOPAL PARISH agreed to further delay the vote on the recommendation of landmarking and St. Mary's application for a demolition permit.

The purpose of this extension was to allow additional time for the Applicants to provide a proposal for fundraising for the relocation of Tarpley House, based on aforementioned building evaluation, which was to be presented at TRINITY EPISCOPAL PARISH'S May 19, 2025 Vestry meeting. As of May 19, 2025 no proposal had been provided, nor has a response been given to the request for such a proposal.

AND WHEREAS, In May of 2025, access to Tarpley House was allowed for the purposes of a quote for its relocation to a site identified by City staff; such quote has been received and presented to TRINITY EPISCOPAL PARISH which notes the cost of relocation is not less than $185,000 plus undetermined additional expenses;

AND WHEREAS, to date it appears that the Applicants for Landmarking of Tarpley House have failed to raise sufficient funds and have failed to engage a General Contractor for the purpose of relocating Tarpley House.

NOW THEREFORE, on Motion duly made, seconded, and unanimously carried by the Vestry of TRINITY EPISCOPAL PARISH, it is:

RESOLVED: The Wardens and Vestry of TRINITY EPISCOPAL PARISH hereby request that unless, prior to July 15, 2025, Applicants raise the necessary funds (*estimated at a total of $300,000*) and have retained a general contractor for the proposed relocation of Tarpley House, that the City of Crystal Lake deny the pending Tarpley House landmark request, and approve a permit for the demolition of Tarpley House at its July 15, 2025 City Council meeting.

Dated this 2ND day of June, 2025.

TRINITY EPISCOPAL PARISH, MCHENRY COUNTY

By: Peter F Carroll

Peter F. Carroll, Clerk of the Vestry

APPENDIX E

Demolition Minutes

Historic Preservation Commission

MINUTES
Historic Preservation Commission
September 5, 2024
City Hall, 100 W. Woodstock Street, Crystal Lake, IL

1) Call to Order
B. Niequist called the meeting to order at 3:02 p.m.

2) Roll Call/Attendance
The following Commission members were present: Zach Benkert, Judi Halter, Nancy Haskins, Bob Kosin, Brittany Niequist, and Madison Sommerfield. Ana Freund and Bob Wyman were absent. City Planner, Elizabeth Maxwell, was present for staff.

3) Public Comment
Jim Heisler and Joy Neal, Executive Director of Main Street were in the audience.

4) Approval of Minutes of the August 1, 2024 Regular Meeting
B. Kosin made a motion to approve the minutes of the August 1, 2024 meeting. J. Halter seconded the motion. On voice vote all voted aye. Motion passed.

5) 210 McHenry Avenue – St. Mary Episcopal Church Demolition
B. Niequist said that everyone is familiar with the Gates House. Although the building is not landmarked the City has established a process where demolition permits can be reviewed by the Historic Preservation Commission. She noted that alarm bells went off seeing the demolition of this structure. She stated about half of all the previous trolley tours featured this structure as it is so significant to Crystal Lake's history. She was hoping the church could have a conversation about the structural assessment of the structure.

Reverend Scott Zaucha and Cate Williams, treasure, were present to represent the request. Mr. Zaucha said he just started with the church in 2022. He noted they have had difficult conversations about the Tarpley House. They used it recently for recovery meetings. They found mold, wiring and water issues. They closed it in October of 2023. They have can continue their mission without the building. They do not have the resources to upgrade or protect the building.

Ms. Williams said the church did a building exploration. The Tarpley House is not good for Sunday school. She noted there is extensive damage to the building from neglect. They have already spent $28,000 to remediate the asbestos. They would need to spend another $35,000-40,000 in remediation to repair the building as safety and finances are concerns.

Mr. Zaucha said they have made many attempts to have someone buy it. In 1982 when they did the wing addition they contemplated knocking this building down. There are only 53 families as part of the church. They want to focus on their mission.

B. Niequist said she understands the costs and she has personally worked to secure grants for other buildings. She wants the church to pause and work with them on securing funding and fundraising to help save the building. She explained the Crystal Lake Park District barn project

and their current feasibility study. She said the people in the community will give. She asked what will go there.

Mr. Zaucha said they just want to clear the space and make it grass. The cost of insurance on the abandoned building is expensive. There is a big difference in cost on renovation and demolition. They are looking to spend over 1 million dollars in renovation to save the building.

Mr. Jim Heisler asked about the square footage. Mr. Zaucha said it is about 2500 square feet.

Mr. Kosin asked about the timeline. He wondered what the urgency was if nothing is planned but grass. He wanted to reach out to people to help save the building. Mr. Zaucha said they have done a lot of behind the scenes discussions. Ms. Williams said they were unaware that the Historic Preservation Commission wanted a detailed presentation.

B. Niequist said this is what the commission does. She said Landmark Illinois can do a free top to bottom assessment. Ms. Williams said they do not have the resources to do the renovation nor upkeep the building even if the 1 million dollars came to them. B. Niequist asked if they ever thought about selling the building. On the adjacent property the owner was able to save the historic buildings and put apartments into them. Mr. Zaucha said they reached out to Sacred Hearts, but the building is hard to reuse since it is in the middle of the site.

M. Sommerfield asked if the commission can partner with the church on finding resources to save, renovate and reuse the space.

B. Niequist said this is the oldest structure by this well known architect. There are only a handful of cobblestones buildings left. If they plan to demo the building is there any ability to salvage these bricks and stone. Ms. Williams said they plan to fill in the hole of the foundation with the building materials.

Mr. Zaucha said the Bishop is planning to come out September 29th to pray at the building and release it from its service. Mr. Kosin said the Bishop just came out to rechristen the St. Thomas restoration. Mr. Zaucha said for them to put something in writing to him that he can take back to the board.

B. Niequist thanked them for coming and said they would be moving on to the next item.

6) Trolley Tour 2024 Recap

B. Kosin asked Ms. Neal about marketing ideas. She said everyone loves the QR code about the building history walk around Downtown.

B. Niequist said she has talked to a company about a walking tour app. They can sell the app for download and get sponsors to help off-set the cost. They could do a Downtown walking tour. Ms. Neal suggested partnering with Naturally McHenry County as they have an app for similar events.

B. Niequist said they also need to do a traditional trolley tour. She suggested pre 1900 buildings. She feels like lots of these will start popping up on demo requests so to highlight and research them know would be beneficial. They can raise awareness as education is part of their mission.

She wanted to have a post celebration too, not just get off the trolley and leave. Ms. Neal said the Raue House could be used for the gathering. B. Niequist said to think about some buildings for the tour.

7) Other Business

a) America's 250th anniversary in 2026

B. Niequist said the country is celebrating 250 years and it would be great if they could plan a simple recognition for this event. She said everyone's homework is to think of a nice simple way to recognize this history.

b) Hill Park Barn update

Mr. Heisler said the feasibility study for the barn was not completed, so it was moved to the September 19th meeting of the Park District board. He asked everyone to come and speak in support of keeping the barn.

c) Landmark process and hot to help property owners

B. Niequist said they can discuss this at the next meeting, as this meeting is running long.

d) Crystal Lake Train Depot update

B. Kosin said the application is still down state with the State for review. He found that the southeast corner of the waiting room is all original as it existing 110 years ago when Calvin Coolidge walked through the station.

12) Member Inquiries and Reports

Mr. Kosin asked about the e bond from the time capsule.

13) Adjournment

There being no further business, B. Kosin made a motion to adjourn the meeting. M. Sommerfield seconded the motion. On voice vote, all members voted aye. The meeting adjourned at 4:12 p.m.

APPENDIX F

St. Mary's Analysis

LAW OFFICES
ZUKOWSKI, ROGERS, FLOOD & MCARDLE
50 VIRGINIA STREET
CRYSTAL LAKE, ILLINOIS 60014

(815) 459-2050
JEFFREY E. HYMEN FAX (815) 459-9057
jhymen@zrfmlaw.com www.zrfmlaw.com

October 31, 2024

Crystal Lake Historic Preservation Commission
100 West Woodstock St.
Crystal Lake, IL 60014

Attn: Brittany Niequist, Chair

RE: St. Mary's Episcopal Church – Tarpley/Gates House

Ms. Niequist,

Our office has been retained by St. Mary's Episcopal Church ("St. Mary's" or "the Church") in regard to its property located at 210 McHenry Avenue, Crystal Lake, IL 60014 (the "Property"). This letter is written to the Crystal Lake Historical Preservation Commission ("HPC") in advance of the HPC's upcoming November 7, 2024 meeting regarding the application for landmark designation as has been propounded. The HPC initially discussed the Property and St. Mary's plan for demolition of the Tarpley/Gates House (the "Building") at its September 5, 2024 meeting.

Following that meeting an application for landmark designation (the "Application") was filed with the HPC in an effort to landmark the Building, which would essentially prohibit St. Mary's from proceeding with its planned demolition. For the reasons that follow, it is the position of St. Mary's that the Building constitutes a hazard to visitors on the Property, and unfortunately, the cost of maintaining/restoring it is cost prohibitive as well as a significant liability to the church.

The Building has had significant issues and problems for several years, which St. Mary's has not been able to afford to remediate. The cost and time involved would've required St. Mary's to substantially divert from its primary mission, which is to worship God and serve all God's people, especially those on the margins of society. St. Mary's officially closed the Building in October of 2023 due to the presence of mold and asbestos on the 2nd floor, which left the Building unusable.

In further regard, it should be noted that St. Mary's performed an assessment of the Building in September 2010, attached hereto as Exhibit A (the "Assessment") which identified many significant issues with the Building as follows:

- Roof is 25 years old and contains leaks/ Water damage on ceiling
- Exterior access not ADA-compliant

- Noticeable smell of mold on the first floor and other rooms
- Bathrooms not ADA-complaint and do not meet code
- Areas of foundation showing deterioration
- Plumbing outdated
- Faulty electrical system

According to the Assessment, the estimated cost of rehabilitation (in 2010) would likely range between $500,000 and $625,000, and that's assuming that the rehabilitation would only be a preservation and adaptive re-use of the interiors rather than a full historic restoration. This amount constitutes three times the current operating budget of St. Mary's. Many of the conditions discussed above have worsened, and the cost of materials required to restore the building has likely increased these costs significantly over the past 14 years.

Further, St. Mary's engaged JMS Environmental Associates, Ltd. to perform an Asbestos Bulk Building Inspection in October 2023, and an Asbestos Abatement Completion Report in February 2024 (the "Reports"). The Reports each confirm the substantial presence of mold and asbestos in the Building. This remediation would be required in order to rehabilitate the Building. Pictures from each of the Reports displaying the interior of the Building are included as Exhibit B for reference. As noted, there are significant asbestos, mold, and other issues in this Building.

St. Mary's serves a vital purpose in the Crystal Lake community by providing a place of worship and community for Episcopalians in McHenry County. St. Mary's also serves the community by: providing support to local nonprofits like the Crystal Lake Food Pantry; providing space for recovery groups (7 recovery groups meet on the St. Mary's campus weekly); partnering with local nonprofits like the Raue Center (Raue Center School for the Arts runs programs on the St. Mary's campus); providing welcoming space for the LGBTQIA community (St. Mary's is one of only a few affirming churches in Crystal Lake); partnering with locals schools to support students in need; and most recently launching a program with other churches to house and support refugee/migrant families in McHenry County.

Worship and service are at the heart of St. Mary's mission. Landmarking and requiring St. Mary's to restore the Building would detrimentally and significantly impact the Church, its 53 member families, and those we serve. In order to preserve the Building, St. Mary's would require the Church to secure substantial resources and effort to undertake the restoration project. This would divert financial and human resources away from serving the community. If St. Mary's is forced to cut back on certain programs and initiatives which serve to benefit the members and the broader Crystal Lake community, then as a consequence, the church may fail to survive.

Currently, churches across the United States are struggling to stay afloat for a multitude of reasons, including but not limited to changing financial realities and society's everchanging perspective on religion. The Episcopal Church is a minority Christian denomination in McHenry County and the congregation at St. Mary's has always been small, as there are currently just over 50 members. There are only three Episcopal churches in McHenry County. These three churches are undergoing a strategic reorganization, working together in partnership to ensure their long-term vitality.

Accordingly, it is unreasonable to impose substantial restoration obligations on a small congregation such as St. Mary's, because the cost will ultimately be borne directly by church members. Despite the historical significance of the Building, requiring the church and its members to bear the cost of restoration will result in more widespread and immediate consequences which are harmful to the community.

Pursuant to the Minutes of the HPC meeting on September 5, 2024, the HPC requested St. Mary's explore whether they could attempt to:

- "Parcel-off" and sell the building, or
- Obtain grants or other public support

St. Mary's has investigated each of these options and has made the determination that neither solution is feasible. In determining the feasibility of grant funding and adaptive reuse, St. Mary's worked with Partners for Sacred Places, a national leader in restoring and preserving sacred spaces.

It is imperative that the Building be demolished as soon as possible. St. Mary's regularly invites individuals, including children, to participate in programs and events on the Property. The Building, which sits at the center of the Property, constitutes a hazard, and is dangerous to the Church as well as the surrounding public. The faulty electrical systems or wiring could potentially start a fire, the mold and asbestos are toxic to individuals, and the integrity of the roof is compromised, which could result in flooding and additional damage. There is an urgent need to demolition the Building.

Landmarking and requiring St. Mary's to restore the Building will harm the Church's ability to serve the public, which is their primary mission. As a small, local church with only 53 members, St. Mary's does not have the resources, finances, or administrative capacity to facilitate a full-scale restoration effort. While the Building may have historical value, the Building currently is a hazard to the community, and St. Mary's is not in a position to abandon its primary mission in order to restore the non-essential, dilapidated Building.

Finally, St. Mary's hereby invites any HPC member to visit and tour the Building ahead of the November 7 meeting. This opportunity will allow the HPC to become more familiar with the condition and current state of the Building's interior prior to casting a vote. If interested, please contact Catherine Williams at: catewilliams12@gmail.com to schedule an appointment. Only one HPC member may visit at any given time. A member of St. Mary's will be present to provide the tour.

If you have any questions, please feel free to contact me at (815) 459-2050.

Very truly yours,

Jeffrey E. Hymen

EXHIBIT A

September 11, 2010

The Reverend Chip Graves, Rector
St. Mary's Episcopal Church
290 Grove Street
Crystal Lake, Illinois 60014

Subject: Assessment of Tarpley House
St. Mary's Crystal Lake

Dear Reverend Graves:

At your request, I performed an assessment of Tarpley House at the St. Mary's complex on September 11, 2010. The purpose of the assessment is to provide members of the St. Mary's Building Committee with an assessment of the current condition and potential costs for either replacement or rehabilitation. Participating in the inspection were Reverend Graves and Ms. Cate Williams, a long time member of the parish who has extensive knowledge of the building.

BACKGROUND

Tarpley House is a Federalist style two story brick home built in 1852. To the west of the main part of the house is a one and a half story brick building which appears to be older. Tarpley House is attached to the rest of the Parish complex via a frame connection located to the east. A single story cinderblock addition was added to the north side of the house. It was reported that the building is not considered historic based on an assessment made many years ago by the City of Crystal Lake. A review of the City of Crystal Lake's Historic Preservation Commission web site notes that a similarly styled building, the Colonel Parker House, which was built in 1858. The Colonel Parker House bears a strong resemblance in construction to Tarpley House. Tarpley House is not currently listed on the Historic Preservation Commission's list of landmarked properties. Only one property in Crystal Lake, the Columbus Wallace House built in 1851, is older than Tarpley House.

The building is currently used by the Parish for a variety of functions including teen programs, meetings space for the Vestry, Alcoholic Anonymous and other groups. The building also serves as offices for an independently run pre-school which rents space from the Parish. The pre-school does not hold classes in the building but does store an extensive amount of materials in the building. There are no existing plans for the building. The building appears to be between 2,000 and 2,500 square feet in size.

The Parish does not currently have a vision for any particular re-use of the existing building nor has it articulated a vision for what space needs that the Parish might have beyond the current use of the building. The purpose of this assessment is to provide the Parish with a status of the building's condition, potential code issues that would need to addressed if the building were to be retained and "order of magnitude" estimates of the costs to bring the building up to current codes or replace the building. This assessment is not meant to be a

detailed inspection of the property, its compliance with all aspects of City of Crystal Lake's Building Code, or a substitution for a detailed design and cost estimate that would be provided as part of any contract document preparation.

FINDINGS

Exterior. The exterior of the building is in generally fair condition. The roof was reported to be over 25 years old and that there are numerous leaks in the roofing membrane. There is evidence of cupping of the roofing shingles and loss of roofing membrane throughout the building. The eave fascias in many areas were noted to be very deteriorated and possibly rotted. The roof's eaves typically have gutters with downspout leaders that drain close to the foundation. The gutters and downspouts are in fair condition. The brick exterior of the building appears to be in generally good condition. The mortar does not exhibit signs of deterioration or the need for tuckpointing. The larger windows are double hung. The age of the windows is not known but from the condition and details of the windows, the windows appear to be very old although not necessarily original to the construction of the house. Some windows have storm windows but some of the first floor windows do not have storms. Many of the window sills and other exposed wood areas are in need of painting.

The concrete stairway and porch for the main entrance are in poor condition. The timber framed addition to the north of the main part of the house is in fair condition but needs painting. The exterior access to the building does not comply with the requirements of the Americans with Disability Act since there are no ramps to access the building.

Interior. The interior of the building is in generally fair to poor condition.

There is a noticeable smell of mold in the main room of the first floor. Since the presence of mold is considered a health hazard, it is strongly recommended that an environmental assessment of the building be completed as soon as possible to determine whether or not the mold represents a health hazard to people occupying the building. Use of the space should be limited until the results of the assessment are completed.

The first floor consists of a large room which was presumably created by removing interior partition walls and opening the north wall of the original building to the cinderblock addition built on the north side of the house. There are three small meeting rooms along the east side of the building. These rooms are located in the frame addition of the east of the main building. There is a small office/sitting area located immediately to the west of the main entrance of the building. Lighting in the large room is provided by dual fixture florescent lamps affixed to the ceiling. There are carpet tiles attached to a portion of the floor in the main room. There were several areas of water damage to the ceiling. One area was located at the junction between the cinderblock addition and the main building and the other was at the northeast corner of the junction between the main building and the addition located to the east.

There is a kitchen area to the west of the main room which has been converted to storage for the pre-school. The floor of the kitchen appears to have old nine inch square asbestos based

tile squares. Since the tile is non-friable, there is no immediate hazard posed by the tiles. To the west of the kitchen area is an office space which is utilized by the pre-school.

The second floor consists of a series of five small rooms used for classrooms and two small bathrooms. The rooms are in general fair condition. Most rooms have suspended ceilings which hang below much higher ceilings that are original to the building. Where the existing ceiling is exposed, it is in generally good condition except for the storage area at the north end of the north addition to the main building. There is one main exit from the second the floor to the first floor and an additional stairway that exits to the kitchen. There is also an exit that exits directly to the outside and grade via wood stairs. The bathrooms are in generally poor condition, not ADA compliant and probably do not meet code for the number of lavatories and sinks required based on use of the building. There are no bathroom facilities located on the first floor.

The attic space is accessible from the second floor. The attic was in generally good condition with no obvious signs of deterioration. The attic is used for the storage of a variety of items.

There are two basements for the house. The main basement is located directly below the main house and west addition. The foundation consists of field stone walls mortared into place. The basement area under the west addition to the house was damp. There are areas of the foundation walls that show signs of deterioration and loss of mortar. The exposed timber beams and joists were found to be in generally good condition with the exception of some evidence of wetting of the joists in the southwest corner of the main building's basement. There is also a deteriorated timber stub column that supports one of the beams to the foundation that appears to be rotted due to damp or insect infestation.

The second basement is located under the north cinderblock addition. It was reported that this space has had past problems with mold and remains very damp. The walls of the basement are formed with cinderblocks and have lightwells. The floor of this basement has nine inch square asbestos based tile squares. There was a very noticeable mold smell in the room. There is a lot of the pre-school's materials stored in this space.

Given the age of the building, it is suspected that much of the paint in the building is lead based. While the lead paint is "encapsulated" with newer, non-lead based paint products, the original lead paint is still in place and would probably have to be remediated if the space were to continue to be used.

Electrical, Mechanical and Plumbing Systems. It was reported that the electrical wiring is cloth wrapped. It is suspected that the wiring may be spool and insulator type wiring where the wires run exposed along the studs and are affixed using ceramic insulators. This would be a very common type of wiring used in a house of this age which does not have upgraded electrical service. There are a variety of switch types found throughout the building including traditional on/off switches, push buttons and rotating switches. Newer wiring is found in exposed wire mold and conduit. There are two electrical panels in the basement.

One panel utilizes four cartridge type fuses and one panel uses circuit breakers. It appears that the total service to the building is on the order of 120 amps.

Heat is provided through a boiler with a combination of baseboard and radiator type heating. The tag on the boiler indicates that it was installed in 1991 meaning that the boiler is nearly 30 years old. The heat piping in the basement is wrapped with asbestos insulation which appears to be reasonably sound. The baseboard heating units on the first floor are in poor condition with the covers loose or fallen off. There is a hot water tank that provides hot water to the building.

The plumbing and waste piping system appears to be adequate although old. The sink in the bathroom on the second floor is very old.

Life Safety. Generally, the building does not comply with current life safety codes. There are only a limited number of fire extinguishers present. Exits are denoted with paper exit signs. Most doors do not have panic hardware. Rooms did not appear to have either smoke or carbon monoxide detectors. None of the spaces are sprinkled.

DISCUSSION

Tarpley House is a unique building, much modified, which nevertheless represents a connection of the very earliest settlement of the Crystal Lake area. Simply by virtue of the house's age and that it represents perhaps one of the earliest surviving buildings in the area, it is likely that any decisions regarding rehabilitation or replacement will come under closer scrutiny by the City of Crystal Lake. Although churches are general found exempt from the requirements for landmark status, serious consideration must be given to the perception that any actions taken with respect of the building would have in the community. Having a vision for either the current building's adaptive reuse or a vision for a replacement building which significantly increases the Parish's visibility in the community through outreach and other works will help to reduce the impact of whatever decision is made with respect to the building.

With this as a background for any decisions made with respect to the existing building, it can be said that Tarpley House appears to be structurally sound and could be rehabilitated. For a building that may be in excess of 150 years of age, the building does exhibit significant problems beyond those that would be expected from a building of this age. The following summarize the work that would need to be accomplished if a decision were made to retain the building:

- Replace the roof, repair all fascia and eaves, install new gutters and downspouts. The downspouts should extend well beyond the edges of the building to reduce the possibility of water infiltration through the foundation.
- Replace or repair all windows to make them more energy efficient.
- Strip, repair and paint all exterior wood surfaces.
- Replace the main entrance stairway and develop accessible ramping to allow access to the building.

- Remove all interior walls to the studs and replace with new drywall materials. Insulate the exterior walls. Consider moving walls as necessary to create spaces that meet the needs of the Parish.
- Install new electrical, heating and plumbing systems throughout the building.
- Expose all foundations, install new drain tile and dampproof all foundations. Patch the interior of the existing field stone footings. Consider removing the cinderblock building to the north of the historic buildings since the cinderblock block building appears to be susceptible to mold and water infiltration.
- Develop new access between the first and second floors with a suitable second means of egress from the second floor.
- Removal all existing asbestos based tiles and mastics.

Note that any rehabilitation of the existing building or the construction of a new building will require full compliance with both ADA and life safety provision of the local building code. For ADA, this will mean wider doors, ramps to the exterior and to the other portions of the Parish complex and compliant bathrooms. For life safety, this will in all likelihood mean the installation of sprinkers throughout the building, smoke and carbon monoxide detectors, code compliant exit signs and strobe lights, panic hardware on doors and pull stations. Depending on the jurisdiction and interpretation of the building code, any rehabilitation or replacement may trigger life safety upgrades for the remainder of the Parish Buildings as well. This fact should be discussed with the City's Building Code administrator but still should not be taken as a guarantee of any review of the plans.

COSTS

Recent construction of new facilities by the Diocese of Chicago show that the cost for a new Parish Meeting/Education space is on the order of $250 to $350 per square foot. This would be exclusive of any costs associated with the demolition of the existing building. The estimated cost to replace the existing building with building of similar 2,500 square foot size would be between $625,000 and $875,000. It should be noted, however, that the construction of a new facility should be based on the needs of the congregation with allowance for growth. For a Parish of the size of St. Mary's, the total space required to support Parish activities, exclusive of worship, should be on the order of 15,000 square feet. As such, any new spaces should be sized with this in mind. It is not practical to look at the replacement of Tarpley House on a size for size basis.

The cost to demolish Tarpley House is probably on the order of $50,000 including the partial removal of the foundations and backfill of the foundations. It should be noted that many communities have significantly increased the cost of their demolition permits to make the removal of existing housing stock less economically beneficial. In Evanston, Bishop and Trustees moved to demolish two apartment buildings that were part of a mission congregation. The cost of the demolition permit was $10,000 per building. Fortunately, B&T was able to have the fees waived but this fact must be investigated when determining the cost of any demolition.

One possible alternative to demolition would be to sell the building to allow it to be moved. This might be a good compromise to preserve a potential historic building and shifting the problem of rehabilitation to a new owner.

Assuming that the Parish could develop a reuse for Tarpley House, the estimated cost of rehabilitation would be on the order of $200 to $250 per square foot or a $500,000 to $625,000 project. This assumes that the rehabilitation would not be a full historic restoration but rather preservation and adaptive reuse of the interiors.

EXHIBIT B

ASBESTOS ABATEMENT COMPLETION REPORT

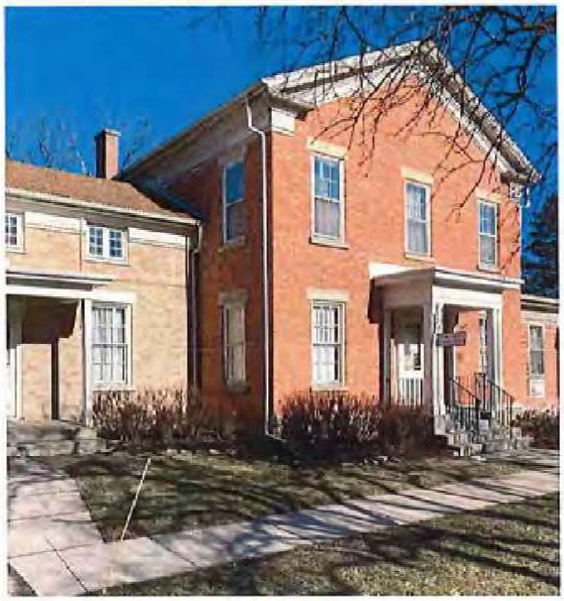
of the

Tarpley House
Crystal Lake, McHenry County, Illinois

PREPARED FOR:

St. Mary's Episcopal Church, Crystal Lake
210 McHenry Avenue
Crystal Lake, IL 60014

JMS PROJECT: J-25910



PREPARED BY:

JMS Environmental Associates, Ltd.
816 Burr Oak Drive
Westmont, Illinois 60559

February 16, 2024

JMS Environmental Associates, Ltd.

816 Burr Oak Drive ● Westmont, IL. 60559 ● Tel: (630) 655-8500 ● Fax: (630) 655-8500

February 16, 2024

St. Mary's Episcopal Church, Crystal Lake
210 McHenry Avenue
Crystal Lake, IL 60014

ATTN: Catherine Williams

RE: Asbestos Abatement Project Completion Report;
Tarpley House Asbestos Abatement;
Crystal Lake, McHenry County, Illinois

JMS Project: J-25910

Dear Ms. Williams:

The following report covers the results of the Asbestos Abatement Project that was performed for St. Mary's Episcopal Church at the Tarpley House from February 5, 2024 to February 13, 2024. JMS Environmental Associates Ltd. (JMS) was retained to provide on-site asbestos removal activities involving the removal of asbestos containing insulation from the west basement; asbestos flooring from the east basement, connecting hallway, areas throughout the 1st floor, and 2nd floor bathrooms; and asbestos containing 2' by 4' ceiling tile with red backing in 3 rooms on the 2nd floor. The asbestos work was performed by the licensed asbestos abatement subcontractor, Vortex Environmental, Inc. The asbestos abatement work activities were performed in accordance with existing Illinois EPA, Illinois Department of Public Health (IPDH) and OSHA rules and regulations.

Removal was completed in the two basement areas on February 8th and on the 1st and 2nd floors on February 9th. Basement air clearances were collected by JMS on February 9th and air clearances for the 1st and 2nd floor were performed on February 12th. The abatement work area passed a visual inspection and the clearance air testing criteria of < 0.01 fibers per cubic centimeter. Based upon the visual inspection and analytical data results, the subject area was reopened after teardown on February 13th to church personnel.

This final asbestos project report also includes the original laboratory and field data sheets and project submittals including project field documentation along with the final asbestos waste manifests and other asbestos abatement contractor work submittals.

If you have any questions regarding the project analytical results, please do not hesitate to contact us at JMS.

Respectfully submitted,

JMS ENVIRONMENTAL ASSOCIATES, LTD.

Christopher J. Waddell
Project Manager
(IDPH Asbestos License Number 100-20447)

Reviewed by,

JMS ENVIRONMENTAL ASSOCIATES, LTD.

Joseph M. Sterner, MS
Environmental Director/President
(IDPH Asbestos License Number 100-0209)

JMS ANALYTICAL DATA RESULTS & FIELD SHEETS

JMS ENVIRONMENTAL ASSOCIATES, LTD.

816 Burr Oak Drive * Westmont, Illinois 60559 * (630) 655-8500 * Fax (630) 655-8724

February 09, 2024

St. Mary's Episcopal Church, Crystal Lake
210 McHenry Avenue
Crystal Lake, IL 60014

ATTN: Catherine Williams

RE: Airborne Fiber Monitoring Results of samples submitted 02/07/2024
Project : Tarpley House Removal
JMS Project: 25910
JMS Batch: 36435

Dear Ms. Williams:

The following report concerns the air monitoring samples submitted to JMS Environmental Associates, Ltd for analysis of total airborne fibers. Sample(s) have been analyzed in accordance with the NIOSH Analytical Method 7400, issue 3, dated 14 June 2019 as titled "Asbestos and Other Fibers by PCM". An area of each filter is scanned using a phase contrast microscope at 400X magnification; fibers present are sized and counted. All fibers larger than or equal to 5 microns are counted.

Concentration of airborne fibers is calculated using the sample volumes provided. The results are summarized on the attached sheet.

Sample(s) will be discarded after 3 (three) months unless instructed otherwise by the client.

Thank you for consulting JMS Environmental Associates in this matter. If you have any questions concerning this report or the results, please feel free to contact us at (630) 655-8500.

Respectfully submitted,

JMS ENVIRONMENTAL ASSOCIATES, LTD.

Robert J. Dal Santo
Manager
Analytical Services

Enclosure

JMS Environmental Associates, LTD.

Total Airborne Fiber Report

Batch #:	36435
Project #:	25910

Client: St. Mary's Episcopal Church, Crystal Lake
Client Project: Tarpley House Removal
Client Project #:
Date of Analysis: Friday, February 9, 2024

Method: NIOSH 7400 Rev. 6/14//2019
Microscope Model: Nikon Alphaphot 2 (#144548)
Field Area: 0.00817 mm^2
Filter Area: 385 mm^2
Interlab CV: 0.098
MDL: 0.055 Fibers/field

Blanks:

Mean of Field Blanks: 0 Fibers/Fields

Log number	Sample ID	Fibers	Fields
380780	25910-02-0509	0	100
380781	25910-02-0510	0	100

Results: (Blank Corrected)

Sample Log #	Sample ID	Fibers	Fields	Fibers/Field	Vol(L)	Fibers/CC	Comments
380772	25910-02-0501	76	100	0.760	1200	0.030	
380773	25910-02-0502	52	100	0.520	1200	0.020	
380774	25910-02-0503	101	40	2.525	1200	0.099	
380775	25910-02-0504	86	100	0.860	1200	0.034	
380776	25910-02-0505	100	88	1.136	1200	0.045	
380777	25910-02-0506	20	100	0.200	1200	0.008	
380778	25910-02-0507	100	76	1.316	1200	0.052	
380779	25910-02-0508	32	100	0.320	1200	0.013	

Batch Comments:

Analyzed by Robert Dal Santo

This report shall not be reproduced except in full, without the express written approval of the laboratory.
This report must not be used to claim endorsement by an accrediting orgnaization or any other agency of the U.S. Government.
Results relate only to the items tested.

JMS Environmental Associates, Ltd.

816 Burr Oak Drive • Westmont, IL 60559 • (630) 655-8500 • Fax (630) 655-8724

JMS PROJECT No.: J-25910

P.O. No.:

Page ___ of ___

CLIENT: St Mary's Episcopal Church CONTACT: Cate Williams REPORT TO: _____

PROJECT: 20 McHenry Ave PHONE: ( ) - _____

TAT: _____ HR. _____ DAY FAX: ( ) - _____

Results Needed by: STD EMAIL: _____

	Date Collected	Time Collected	Grab	Composite	Matrix*	Preservation Yes	Preservation No	# of Containers	Analysis Requested: PCM	Comments on Sample: Volume (L)
25910-02-0501	2/5/24	14:00			5		X	1	X	1200
25910-02-0510										

Collected By: CS Waddell	Date: 2/5/24	Time: 14:00
Relinquished By: CS Waddell	Date: 2/7/24	Time: 16:40
Received By:	Date: 2/8/24	Time: 11:40
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Lab Submitted to:	Phone:	

Lab Use Only

Seals intact upon Receipt	☐ Yes	☐ No	☐ N/A
Broken Container(s)	☐ Yes	☐ No	
All Containers labeled	☐ Yes	☐ No	
Received in Ice	☐ Yes	☐ No	☐ N/A
All Samples Accounted for	☐ Yes	☐ No	
Suspected Contamination	☐ Yes	☐ No	

Comments:

* 1: Soil, 2:Water, 3:Sludge, 4: Bulk Building Material, 5: Air, 6: Dust, 7:Other

FIELD DATA AND SUMMARY OF AIR QUALITY RESULTS

JMS Environmental Associates, Ltd. JMS
816 Burr Oak Drive Westmont, Illinois 60559 (630) 655-8500 Fax: (630) 655-8724

CLIENT: St Mary's Episcopal Church
LOCATION: 210 McHenry Ave
JMS PROJECT #: J25910J
SAMPLING DATE: 5 February 2025
TECHNICIAN: C. Waddell

JMS SAMPLE ID	ACTIVITY	SAMPLE TYPE	SAMPLE LOCATION	TIME START	TIME STOP	TOTAL TIME (MIN.)	FLOW START STOP (L/MIN.)	VOLUME (L)	TOTAL FIBERS	TOTAL FIELDS	FIBERS PER CC
25910-0501	Prep	BK	1st Floor East	8:00	10:00	120	10.0	1200	76	100	0.030
0502	Prep	BK	1st Floor West	8:00	10:00	120	10.0	1200	52	100	0.020
0503	Prep	BK	BSMT East	8:00	10:00	120	10.0	1200	101	40	0.099
0504	Prep	BK	2nd Floor East	8:00	10:00	120	10.0	1200	86	100	0.034
0505	Prep	BK	BSMT West	10:00	12:00	120	10.0	1200	100	88	0.045
0506	Prep	IC	BSMT West	12:00	14:00	120	10.0	1200	20	100	0.008
0507	Prep	IC	1st Floor East	10:00	12:00	120	10.0	1200	100	76	0.052
0508	Prep	IC	BSMT East	10:00	12:00	120	10.0	1200	32	100	0.013
0509	Field		Blank #1	←					0	100	–
0510	Field		Blank #2	←					0	100	–

Key to Abbreviations

ACTIVITY:
PREP - site prep
REM - gross removal
GLBG - glovebag
CLN - clean-up
BGLO - bag loadout
CL - clearance

SAMPLE TYPE:
BK - background
PER - periodic air monitoring
PRS - personal
EX - excursion

OC - outside containment
IC - inside containment

Minimum Detection Limit: 5.5 Fibers per 100 Fields

"<" Indicates Less Than Detection Limit of Analytical Method

JMS ENVIRONMENTAL ASSOCIATES, LTD.

816 Burr Oak Drive * Westmont, Illinois 60559 * (630) 655-8500 * Fax (630) 655-8724

February 09, 2024

St. Mary's Episcopal Church, Crystal Lake
210 McHenry Avenue
Crystal Lake, IL 60014

ATTN: Catherine Williams

RE: Airborne Fiber Monitoring Results of samples submitted 02/07/2024
Project : Tarpley House Removal
JMS Project: 25910
JMS Batch: 36437

Dear Ms. Williams:

The following report concerns the air monitoring samples submitted to JMS Environmental Associates, Ltd for analysis of total airborne fibers. Sample(s) have been analyzed in accordance with the NIOSH Analytical Method 7400, issue 3, dated 14 June 2019 as titled "Asbestos and Other Fibers by PCM". An area of each filter is scanned using a phase contrast microscope at 400X magnification; fibers present are sized and counted. All fibers larger than or equal to 5 microns are counted.

Concentration of airborne fibers is calculated using the sample volumes provided. The results are summarized on the attached sheet.

Sample(s) will be discarded after 3 (three) months unless instructed otherwise by the client.

Thank you for consulting JMS Environmental Associates in this matter. If you have any questions concerning this report or the results, please feel free to contact us at (630) 655-8500.

Respectfully submitted,

JMS ENVIRONMENTAL ASSOCIATES, LTD.

Robert J. Dal Santo
Manager
Analytical Services

Enclosure

JMS Environmental Associates, LTD.

Total Airborne Fiber Report

Batch #:	36437
Project #:	25910

Client: St. Mary's Episcopal Church, Crystal Lake
Client Project: Tarpley House Removal
Client Project #:
Date of Analysis: Friday, February 9, 2024

Method:	NIOSH 7400 Rev. 6/14//2019
Microscope Model:	Nikon Alphaphot 2 (#144548)
Field Area:	0.00817 mm^2
Filter Area:	385 mm^2
Interlab CV:	0.098
MDL:	0.055 Fibers/field

Blanks: **Mean of Field Blanks:** 0 Fibers/Fields

Log number	Sample ID	Fibers	Fields
380791	25910-02-0605	0	100
380792	25910-02-0606	0	100

Results: (Blank Corrected)

Sample Log #	Sample ID	Fibers	Fields	Fibers/Field	Vol(L)	Fibers/CC	Comments
380787	25910-02-0601	28	100	0.280	480	0.027	
380788	25910-02-0602	6	100	0.060	480	0.006	
380789	25910-02-0603	100	86	1.163	480	0.114	
380790	25910-02-0604	72	100	0.720	360	0.094	

Batch Comments:

Analyzed by Robert Dal Santo

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Results relate only to the items tested.

JMS Environmental Associates, Ltd.

816 Burr Oak Drive • Westmont, IL 60559 • (630) 655-8500 • Fax (630) 655-8724

JMS PROJECT No.: J- 25910

P.O. No.:

CLIENT: St Mary's Episcopal Church CONTACT: Cate Williams REPORT TO:

PROJECT: 210 McHenry Ave PHONE: ( ) -

TAT: STD HR. 0 DAY FAX: ( ) -

Results Needed by: EMAIL:

	Date Collected	Time Collected	Grab	Composite	Matrix*	Preservation Yes	Preservation No	# of Containers	Analysis Requested: PCB	Comments on Sample: Volume (L)
25910-02-0601	2/6/24	14:00			5		X	1	X	480
	↓	↓			↓		↓	↓	↓	480
										480
										360
										0
25910-02-0606	↓	↓			↓		↓	↓	↓	0

Collected By: [signature]	Date: 2/6/24	Time: 14:00
Relinquished By: [signature]	Date: 2/7/24	Time: 16:40
Received By:	Date:	Time:
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Lab Submitted to:	Phone:	

Lab Use Only

Seals intact upon Receipt	☐ Yes	☐ No	☐ N/A
Broken Container(s)	☐ Yes	☐ No	
All Containers labeled	☐ Yes	☐ No	
Received in Ice	☐ Yes	☐ No	☐ N/A
All Samples Accounted for	☐ Yes	☐ No	
Suspected Contamination	☐ Yes	☐ No	

Comments:

* 1: Soil, 2:Water, 3:Sludge, 4: Bulk Building Material, 5: Air, 6: Dust, 7:Other

FIELD DATA AND SUMMARY OF AIR QUALITY RESULTS

JMS Environmental Associates, Ltd. JMS
816 Burr Oak Drive Westmont, Illinois 60559 (630) 655-8500 Fax: (630) 655-8724

CLIENT: St Mary's Episcopal Church
LOCATION: 20 McHenry Ave
JMS PROJECT #: J25916
SAMPLING DATE: 6 February 2021 Tuesday
TECHNICIAN: C. Waddell

JMS SAMPLE ID	ACTIVITY	SAMPLE TYPE	SAMPLE LOCATION	TIME START	TIME STOP	TOTAL TIME (MIN.)	FLOW START STOP (L/MIN.)	VOLUME (L)	TOTAL FIBERS	TOTAL FIELDS	FIBERS PER CC
25916-02 0601	REM	IC	1st Floor East	9:00	13:00	240	2.0	480	28	100	0.027
0602	↓	↓	1st Floor West	9:00	13:00	240	2.0	480	6	100	0.006
0603	↓	↓	BSMT West	9:00	13:00	240	2.0	480	100	86	0.114
0604	↓	↓	BSMT East	11:00	14:00	180	2.0	360	72	100	0.094
0605	Field Blank #1			—	—	—	—	—	0	100	—
0606	Field Blank #2			—	—	—	—	—	0	100	—

Key to Abbreviations

ACTIVITY:
PREP - site prep
REM - gross removal
GLBG - glovebag
CLN - clean-up
BGLO - bag loadout
CL - clearance

SAMPLE TYPE:
BK - background
PER - periodic air monitoring
PRS - personal
EX - excursion
OC - outside containment
IC - inside containment

Minimum Detection Limit: 5.5 Fibers per 100 Fields

"<" Indicates Less Than Detection Limit of Analytical Method

JMS ENVIRONMENTAL ASSOCIATES, LTD.

816 Burr Oak Drive * Westmont, Illinois 60559 * (630) 655-8500 * Fax (630) 655-8724

February 09, 2024

St. Mary's Episcopal Church, Crystal Lake
210 McHenry Avenue
Crystal Lake, IL 60014

ATTN: Catherine Williams

RE: Airborne Fiber Monitoring Results of samples submitted 02/07/2024
Project : Tarpley House Removal
JMS Project: 25910
JMS Batch: 36436

Dear Ms. Williams:

The following report concerns the air monitoring samples submitted to JMS Environmental Associates, Ltd for analysis of total airborne fibers. Sample(s) have been analyzed in accordance with the NIOSH Analytical Method 7400, issue 3, dated 14 June 2019 as titled "Asbestos and Other Fibers by PCM". An area of each filter is scanned using a phase contrast microscope at 400X magnification; fibers present are sized and counted. All fibers larger than or equal to 5 microns are counted.

Concentration of airborne fibers is calculated using the sample volumes provided. The results are summarized on the attached sheet.

Sample(s) will be discarded after 3 (three) months unless instructed otherwise by the client.

Thank you for consulting JMS Environmental Associates in this matter. If you have any questions concerning this report or the results, please feel free to contact us at (630) 655-8500.

Respectfully submitted,

JMS ENVIRONMENTAL ASSOCIATES, LTD.

Robert J. Dal Santo
Manager
Analytical Services

Enclosure

JMS Environmental Associates, LTD.

Total Airborne Fiber Report

Batch #:	36436
Project #:	25910

Client: St. Mary's Episcopal Church, Crystal Lake
Client Project: Tarpley House Removal
Client Project #:
Date of Analysis: Friday, February 9, 2024

Method:	NIOSH 7400 Rev. 6/14//2019
Microscope Model:	Nikon Alphaphot 2 (#144548)
Field Area:	0.00817 mm^2
Filter Area:	385 mm^2
Interlab CV:	0.098
MDL:	0.055 Fibers/field

Blanks:

Mean of Field Blanks: 0 Fibers/Fields

Log number	Sample ID	Fibers	Fields
380785	25910-02-0704	0	100
380786	25910-02-0705	0	100

Results: (Blank Corrected)

Sample Log #	Sample ID	Fibers	Fields	Fibers/Field	Vol(L)	Fibers/CC	Comments
380782	25910-02-0701	100	68	1.471	480	0.144	
380783	25910-02-0702	100	56	1.786	480	0.175	
380784	25910-02-0703	56	100	0.560	480	0.055	

Batch Comments:

Analyzed by Robert Dal Santo

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JMS Environmental Associates, Ltd.

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JMS PROJECT No.: J- 25910

P.O. No.:

Page 1 of 1

CLIENT: St Marys Church CONTACT: Cate Williams REPORT TO:

PROJECT: 210 McHenry 290 Roselle St PHONE: ( ) -

TAT: _____ HR. _____ DAY FAX: ( ) -

Results Needed by: STD EMAIL:

	Date Collected	Time Collected	Grab	Composite	Matrix*	Preservation Yes	Preservation No	# of Containers	Analysis Requested: ACM	Comments on Sample: Volume (L)
25910-02-0701	2/7/24	13:00			5		X	1	X	480
25910-02-0702	2/7/24	13:00			5		X	1	X	480
25910-02-0703	2/7/24	13:00			5		X	1	X	480
25910-02-0704	2/7/24	13:00			5		X	1	X	0
25910-02-0705	2/7/24	13:00			5		X	1	X	0

Collected By: [illegible]	Date: 2/7/24	Time: 13:00
Relinquished By: [illegible]	Date: 2/7/24	Time: 16:40
Received By: [signature]	Date: 2/8/24	Time: 1145
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Lab Submitted to:	Phone:	

Lab Use Only

Seals intact upon Receipt	☐ Yes	☐ No	☐ N/A
Broken Container(s)	☐ Yes	☐ No	
All Containers labeled	☐ Yes	☐ No	
Received in Ice	☐ Yes	☐ No	☐ N/A
All Samples Accounted for	☐ Yes	☐ No	
Suspected Contamination	☐ Yes	☐ No	

Comments:

* 1: Soil, 2:Water, 3:Sludge, 4: Bulk Building Material, 5: Air, 6: Dust, 7:Other

FIELD DATA AND SUMMARY OF AIR QUALITY RESULTS

JMS Environmental Associates, Ltd. JMS
816 Burr Oak Drive Westmont, Illinois 60559 (630) 655-8500 Fax: (630) 655-8724

CLIENT: St Mary's Episcopal Church
LOCATION: ~~8220 Grove St~~ 210 McHenry Ave SAMPLING DATE: 7 February 2024 Wednesday
JMS PROJECT #: J25910 TECHNICIAN: C. Waddell

JMS SAMPLE ID	ACTIVITY	SAMPLE TYPE	SAMPLE LOCATION	TIME START	TIME STOP	TOTAL TIME (MIN.)	FLOW START STOP (L/MIN.)	VOLUME (L)	TOTAL FIBERS	TOTAL FIELDS	FIBERS PER CC
25910-02 0701	REM	IC	1st Flr East	9:00	13:00	240	2.0	480	100	68	0.144
0702	↓	↓	1st Flr West	9:00	13:00	240	2.0	480	100	56	0.175
0703	↓	↓	BSMT East	9:00	13:00	240	2.0	480	56	100	0.055
0704	Field Blank #1			—	—	—	—	—	0	100	—
0705	Field Blank #2			—	—	—	—	—	0	100	—
~~0706~~											

Key to Abbreviations
ACTIVITY:
PREP - site prep
REM - gross removal
GLBG - glovebag
CLN - clean-up
BGLO - bag loadout
CL - clearance

SAMPLE TYPE:
BK - background
PER - periodic air monitoring
PRS - personal
EX - excursion

OC - outside containment
IC - inside containment

Minimum Detection Limit: 5.5 Fibers per 100 Fields

"<" Indicates Less Than Detection Limit of Analytical Method

JMS ENVIRONMENTAL ASSOCIATES, LTD.

816 Burr Oak Drive * Westmont, Illinois 60559 * (630) 655-8500 * Fax (630) 655-8724

February 13, 2024

St. Mary's Episcopal Church, Crystal Lake
210 McHenry Avenue
Crystal Lake, IL 60014

ATTN: Catherine Williams

RE: Airborne Fiber Monitoring Results of samples submitted 02/08/2024
Project : Tarpley House Removal
JMS Project: 25910
JMS Batch: 36449

Dear Ms. Williams:

The following report concerns the air monitoring samples submitted to JMS Environmental Associates, Ltd for analysis of total airborne fibers. Sample(s) have been analyzed in accordance with the NIOSH Analytical Method 7400, issue 3, dated 14 June 2019 as titled "Asbestos and Other Fibers by PCM". An area of each filter is scanned using a phase contrast microscope at 400X magnification; fibers present are sized and counted. All fibers larger than or equal to 5 microns are counted.

Concentration of airborne fibers is calculated using the sample volumes provided. The results are summarized on the attached sheet.

Sample(s) will be discarded after 3 (three) months unless instructed otherwise by the client.

Thank you for consulting JMS Environmental Associates in this matter. If you have any questions concerning this report or the results, please feel free to contact us at (630) 655-8500.

Respectfully submitted,

JMS ENVIRONMENTAL ASSOCIATES, LTD.

Robert J. Dal Santo
Manager
Analytical Services

Enclosure

JMS Environmental Associates, LTD.

Total Airborne Fiber Report

Batch #: 36449
Project #: 25910

Client: St. Mary's Episcopal Church, Crystal Lake
Client Project: Tarpley House Removal
Client Project #:
Date of Analysis: Tuesday, February 13, 2024

Method: NIOSH 7400 Rev. 6/14//2019
Microscope Model: Nikon Alphaphot 2 (#144548)
Field Area: 0.00817 mm^2
Filter Area: 385 mm^2
Interlab CV: 0.098
MDL: 0.055 Fibers/field

Blanks:

Mean of Field Blanks: 0.005 Fibers/Fields

Log number	Sample ID	Fibers	Fields
380939	25910-02-0803	0	100
380940	25910-02-0804	1	100

Results: (Blank Corrected)

Sample Log #	Sample ID	Fibers	Fields	Fibers/Field	Vol(L)	Fibers/CC	Comments
380937	25910-02-0801	68	100	0.675	360	0.088	
380938	25910-02-0802	40	100	0.395	360	0.052	

Batch Comments:

Analyzed by Robert Dal Santo

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JMS Environmental Associates, Ltd.

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JMS PROJECT No.: J- 25910

P.O. No.:

CLIENT: St Mary's Episcopal Church CONTACT: Cate Williams REPORT TO:

PROJECT: 218 McHenry Ave PHONE: ( ) -

TAT: _____ HR. _____ DAY FAX: ( ) -

Results Needed by: STD EMAIL:

	Date Collected	Time Collected	Grab	Composite	Matrix*	Preservation Yes	Preservation No	# of Containers	Analysis Requested: PCB	Comments on Sample: Volume (L)
25910-02-0801	2/8/24	12:00			S		X	1	X	360
⋮	↓	↓			↓		↓	↓	↓	360
25910-02-0804	↓	↓			↓		↓	↓	↓	0
										0

Collected By: [signature]	Date: 2/8/24	Time: 12:00
Relinquished By: [signature]	Date: 2/9/24	Time: 17:40
Received By: [signature]	Date: 2/12/24	Time: 1100
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Lab Submitted to:	Phone:	

Lab Use Only

Seals intact upon Receipt	☐ Yes	☐ No	☐ N/A
Broken Container(s)	☐ Yes	☐ No	
All Containers labeled	☐ Yes	☐ No	
Received in Ice	☐ Yes	☐ No	☐ N/A
All Samples Accounted for	☐ Yes	☐ No	
Suspected Contamination	☐ Yes	☐ No	

Comments:

* 1: Soil, 2:Water, 3:Sludge, 4: Bulk Building Material, 5: Air, 6: Dust, 7:Other

FIELD DATA AND SUMMARY OF AIR QUALITY RESULTS

JMS Environmental Associates, Ltd. JMS
816 Burr Oak Drive Westmont, Illinois 60559 (630) 655-8500 Fax: (630) 655-8724

CLIENT: St Mary's Episcopal Church
LOCATION: 210 McHenry Ave
JMS PROJECT #: J25910 J
SAMPLING DATE: 8 February 2024 Thursday
TECHNICIAN: Co Waddell

JMS SAMPLE ID	ACTIVITY	SAMPLE TYPE	SAMPLE LOCATION	TIME START	TIME STOP	TOTAL TIME (MIN.)	FLOW START STOP (L/MIN.)	VOLUME (L)	TOTAL FIBERS	TOTAL FIELDS	FIBERS PER CC
25910-02-0801	REM	~~IC~~	1st Flr Kitchen	9:00	12:00	180	20	360	68	100	0.088
0802	↓	IC	1st Flr East	9:00	12:00	180	2.0	360	40	100	0.052
0803	Field Blank #1			—					0	100	—
0804	Field Blank #2			—					1	100	—

Key to Abbreviations

ACTIVITY:
PREP - site prep
REM - gross removal
GLBG - glovebag
CLN - clean-up
BGLO - bag loadout
CL - clearance

SAMPLE TYPE:
BK - background
PER - periodic air monitoring
PRS - personal
EX - excursion
OC - outside containment
IC - inside containment

Minimum Detection Limit: 5.5 Fibers per 100 Fields

"<" Indicates Less Than Detection Limit of Analytical Method

JMS ENVIRONMENTAL ASSOCIATES, LTD.

816 Burr Oak Drive * Westmont, Illinois 60559 * (630) 655-8500 * Fax (630) 655-8724

February 13, 2024

St. Mary's Episcopal Church, Crystal Lake
210 McHenry Avenue
Crystal Lake, IL 60014

ATTN: Catherine Williams

RE: Airborne Fiber Monitoring Results of samples submitted 02/09/2024
Project : Tarpley House Removal
JMS Project: 25910
JMS Batch: 36450

Dear Ms. Williams:

The following report concerns the air monitoring samples submitted to JMS Environmental Associates, Ltd for analysis of total airborne fibers. Sample(s) have been analyzed in accordance with the NIOSH Analytical Method 7400, issue 3, dated 14 June 2019 as titled "Asbestos and Other Fibers by PCM". An area of each filter is scanned using a phase contrast microscope at 400X magnification; fibers present are sized and counted. All fibers larger than or equal to 5 microns are counted.

Concentration of airborne fibers is calculated using the sample volumes provided. The results are summarized on the attached sheet.

Sample(s) will be discarded after 3 (three) months unless instructed otherwise by the client.

Thank you for consulting JMS Environmental Associates in this matter. If you have any questions concerning this report or the results, please feel free to contact us at (630) 655-8500.

Respectfully submitted,

JMS ENVIRONMENTAL ASSOCIATES, LTD.

Robert J. Dal Santo
Manager
Analytical Services

Enclosure

JMS Environmental Associates, LTD.

Total Airborne Fiber Report

Batch #: 36450
Project #: 25910

Client: St. Mary's Episcopal Church, Crystal Lake
Client Project: Tarpley House Removal
Client Project #:
Date of Analysis: Tuesday, February 13, 2024

Method: NIOSH 7400 Rev. 6/14//2019
Microscope Model: Nikon Alphaphot 2 (#144548)
Field Area: 0.00817 mm^2
Filter Area: 385 mm^2
Interlab CV: 0.098
MDL: 0.055 Fibers/field

Blanks:

Mean of Field Blanks: 0 Fibers/Fields

Log number	Sample ID	Fibers	Fields
380944	25910-02-0904	0	100
380945	25910-02-0905	0	100

Results: (Blank Corrected)

Sample Log #	Sample ID	Fibers	Fields	Fibers/Field	Vol(L)	Fibers/CC	Comments
380941	25910-02-0901	16	100	0.160	360	0.021	
380942	25910-02-0902	36	100	0.360	360	0.047	
380943	25910-02-0903	14	100	0.140	360	0.018	

Batch Comments:

Analyzed by Robert Dal Santo

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JMS Environmental Associates, Ltd.

816 Burr Oak Drive • Westmont, IL 60559 • (630) 655-8500 • Fax (630) 655-8724

JMS PROJECT No.: J- 25910

P.O. No.:

CLIENT: ~~JMS~~ St Mary's Episcopal Church

CONTACT: Cate Williams

REPORT TO:

PROJECT: 210 McHenry Ave

PHONE: ( ) -

TAT: _____ HR. _____ DAY

FAX: ( ) -

Results Needed by: STD

EMAIL:

	Date Collected	Time Collected	Grab	Composite	Matrix*	Preservation Yes	Preservation No	# of Containers	Analysis Requested: PCM	Comments on Sample: Volume
25910-02-0901	2/9/24	12:02			S		X	2	X	360
⋮	↓	↓			↓		↓	↓	↓	360
25910-02-0905	↓	↓			↓		↓	↓	↓	360
										0
										0

Collected By: CT Woodall	Date: 2/9/24	Time: 12:02
Relinquished By: CT Woodall	Date: 2/9/24	Time: 17:40
Received By:	Date:	Time:
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Lab Submitted to:	Phone:	

Lab Use Only

Seals intact upon Receipt	☐ Yes	☐ No	☐ N/A
Broken Container(s)	☐ Yes	☐ No	
All Containers labeled	☐ Yes	☐ No	
Received in Ice	☐ Yes	☐ No	☐ N/A
All Samples Accounted for	☐ Yes	☐ No	
Suspected Contamination	☐ Yes	☐ No	

Comments:

* 1: Soil, 2:Water, 3:Sludge, 4: Bulk Building Material, 5: Air, 6: Dust, 7:Other

FIELD DATA AND SUMMARY OF AIR QUALITY RESULTS

JMS Environmental Associates, Ltd. JMS
816 Burr Oak Drive Westmont, Illinois 60559 (630) 655-8500 Fax: (630) 655-8724

CLIENT: St Marys Episcopal Church
LOCATION: 210 McHenry Ave
JMS PROJECT #: J25910
SAMPLING DATE: 9 February 2024 Friday
TECHNICIAN: Co Waddell

JMS SAMPLE ID	ACTIVITY	SAMPLE TYPE	SAMPLE LOCATION	TIME START	TIME STOP	TOTAL TIME (MIN.)	FLOW START STOP (L/MIN.)	VOLUME (L)	TOTAL FIBERS	TOTAL FIELDS	FIBERS PER CC
~~25910-02~~ 0901	REM	IC	East RM 1st Flr	9:00	12:00	180	2.0	360	16	100	0.021
0902	↓	↓	2nd Flr NW	9:00	12:00	180	2.0	360	36	100	0.047
0903	↓	↓	Connecting HW	9:00	12:00	180	2.0	360	14	100	0.018
0904	Field Blank #1								0	100	–
0905	Field Blank #2			↓					0	100	–

Key to Abbreviations

ACTIVITY:
PREP - site prep
REM - gross removal
GLBG - glovebag
CLN - clean-up
BGLO - bag loadout
CL - clearance

SAMPLE TYPE:
BK - background
PER - periodic air monitoring
PRS - personal
EX - excursion

OC - outside containment
IC - inside containment

Minimum Detection Limit: 5.5 Fibers per 100 Fields

"<" Indicates Less Than Detection Limit of Analytical Method

JMS ENVIRONMENTAL ASSOCIATES, LTD.

816 Burr Oak Drive * Westmont, Illinois 60559 * (630) 655-8500 * Fax (630) 655-8724

February 12, 2024

St. Mary's Episcopal Church, Crystal Lake
210 McHenry Avenue
Crystal Lake, IL 60014

ATTN: Catherine Williams

RE: Airborne Fiber Monitoring Results of samples submitted 02/12/2024
Project : Tarpley House Removal
JMS Project: 25910
JMS Batch: 36446

Dear Ms. Williams:

The following report concerns the air monitoring samples submitted to JMS Environmental Associates, Ltd for analysis of total airborne fibers. Sample(s) have been analyzed in accordance with the NIOSH Analytical Method 7400, issue 3, dated 14 June 2019 as titled "Asbestos and Other Fibers by PCM". An area of each filter is scanned using a phase contrast microscope at 400X magnification; fibers present are sized and counted. All fibers larger than or equal to 5 microns are counted.

Concentration of airborne fibers is calculated using the sample volumes provided. The results are summarized on the attached sheet.

Sample(s) will be discarded after 3 (three) months unless instructed otherwise by the client.

Thank you for consulting JMS Environmental Associates in this matter. If you have any questions concerning this report or the results, please feel free to contact us at (630) 655-8500.

Respectfully submitted,

JMS ENVIRONMENTAL ASSOCIATES, LTD.

Robert J. Dal Santo
Manager
Analytical Services

Enclosure

JMS Environmental Associates, LTD.

Total Airborne Fiber Report

Batch #: 36446
Project #: 25910

Client: St. Mary's Episcopal Church, Crystal Lake
Client Project: Tarpley House Removal
Client Project #:
Date of Analysis: Monday, February 12, 2024

Method: NIOSH 7400 Rev. 6/14//2019
Microscope Model: Nikon Alphaphot 2 (#144548)
Field Area: 0.00817 mm^2
Filter Area: 385 mm^2
Interlab CV: 0.098
MDL: 0.055 Fibers/field

Blanks:

Mean of Field Blanks: 0 Fibers/Fields

Log number	Sample ID	Fibers	Fields
380926	25910-02-09104	0	100
380927	25910-02-09105	0	100

Results: (Blank Corrected)

Sample Log #	Sample ID	Fibers	Fields	Fibers/Field	Vol(L)	Fibers/CC	Comments
380923	25910-02-09101	12	100	0.120	1200	0.005	
380924	25910-02-09102	12	100	0.120	1200	0.005	
380925	25910-02-09103	6	100	0.060	1200	0.002	

Batch Comments:

Analyzed by Robert Dal Santo

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Results relate only to the items tested.

JMS Environmental Associates, Ltd.

816 Burr Oak Drive • Westmont, IL 60559 • (630) 655-8500 • Fax (630) 655-8724

JMS PROJECT No.: J-25910

P.O. No.:

CLIENT: St Mary's Episcopal Church CONTACT: Cate Williams REPORT TO:

PROJECT: 210 McHenry Ave PHONE: ( ) -

TAT: 4 HR. 3 DAY FAX: ( ) -

Results Needed by: 11 AM on 2/12 EMAIL:

	Date Collected	Time Collected	Grab	Composite	Matrix*	Preservation Yes	Preservation No	# of Containers	Analysis Requested: PCB	Comments on Sample: Volume (L)
25910-02-09101	2/9/24	15:00			5		X	1	X	1200
	↓	↓			↓		↓	↓	↓	1200
										1200
25910-02-09105	↓	↓			↓		↓	↓	↓	0
										0

Collected By:	Date: 2/9/24	Time: 15:00
Relinquished By:	Date: 2/9/24	Time: 17:40
Received By:	Date: 2/12/24	Time: 8:50am
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Lab Submitted to:	Phone:	

Lab Use Only

Seals intact upon Receipt	☐ Yes	☐ No	☐ N/A
Broken Container(s)	☐ Yes	☐ No	
All Containers labeled	☐ Yes	☐ No	
Received in Ice	☐ Yes	☐ No	☐ N/A
All Samples Accounted for	☐ Yes	☐ No	
Suspected Contamination	☐ Yes	☐ No	

Comments:

* 1: Soil, 2:Water, 3:Sludge, 4: Bulk Building Material, 5: Air, 6: Dust, 7:Other

FIELD DATA AND SUMMARY OF AIR QUALITY RESULTS

JMS Environmental Associates, Ltd. JMS
816 Burr Oak Drive Westmont, Illinois 60559 (630) 655-8500 Fax: (630) 655-8724

CLIENT: St Mary's Episcopal Church
LOCATION: 210 McHenry Ave
JMS PROJECT #: J25910
SAMPLING DATE: 9 February 2024 Friday
TECHNICIAN: Co Waddell

JMS SAMPLE ID	ACTIVITY	SAMPLE TYPE	SAMPLE LOCATION	TIME START	TIME STOP	TOTAL TIME (MIN.)	FLOW START STOP (L/MIN.)	VOLUME (L)	TOTAL FIBERS	TOTAL FIELDS	FIBERS PER CC
25910-02-09101	CL	IC	East BSMT	1:00	3:00	120	10.0	1200	12	100	0.005
09102	↓	↓	West BSMT (Tent West)	1:00	3:00	120	10.0	1200	12	100	0.005
09103	↓	↓	West BSMT (Tent East)	1:00	3:00	120	10.0	1200	6	100	0.002
09104	Field Blank #1			—	—	—	—	—	0	100	—
09105	Field Blank #2			—	—	—	—	—	0	100	—

Key to Abbreviations

ACTIVITY:
PREP - site prep
CLN - clean-up
REM - gross removal
BGLO - bag loadout
GLBG - glovebag
CL - clearance

SAMPLE TYPE:
BK - background
PER - periodic air monitoring
PRS - personal
EX - excursion

OC - outside containment
IC - inside containment

Minimum Detection Limit: 5.5 Fibers per 100 Fields

"<" Indicates Less Than Detection Limit of Analytical Method

JMS ENVIRONMENTAL ASSOCIATES, LTD.

816 Burr Oak Drive * Westmont, Illinois 60559 * (630) 655-8500 * Fax (630) 655-8724

February 13, 2024

St. Mary's Episcopal Church, Crystal Lake
210 McHenry Avenue
Crystal Lake, IL 60014

ATTN: Catherine Williams

RE: Airborne Fiber Monitoring Results of samples submitted 02/12/2024
Project : Tarpley House Removal
JMS Project: 25910
JMS Batch: 36455

Dear Ms. Williams:

The following report concerns the air monitoring samples submitted to JMS Environmental Associates, Ltd for analysis of total airborne fibers. Sample(s) have been analyzed in accordance with the NIOSH Analytical Method 7400, issue 3, dated 14 June 2019 as titled "Asbestos and Other Fibers by PCM". An area of each filter is scanned using a phase contrast microscope at 400X magnification; fibers present are sized and counted. All fibers larger than or equal to 5 microns are counted.

Concentration of airborne fibers is calculated using the sample volumes provided. The results are summarized on the attached sheet.

Sample(s) will be discarded after 3 (three) months unless instructed otherwise by the client.

Thank you for consulting JMS Environmental Associates in this matter. If you have any questions concerning this report or the results, please feel free to contact us at (630) 655-8500.

Respectfully submitted,

JMS ENVIRONMENTAL ASSOCIATES, LTD.

Robert J. Dal Santo
Manager
Analytical Services

Enclosure

JMS Environmental Associates, LTD.

Total Airborne Fiber Report

Batch #: 36455
Project #: 25910

Client: St. Mary's Episcopal Church, Crystal Lake
Client Project: Tarpley House Removal
Client Project #:
Date of Analysis: Tuesday, February 13, 2024

Method: NIOSH 7400 Rev. 6/14//2019
Microscope Model: Nikon Alphaphot 2 (#144548)
Field Area: 0.00817 mm^2
Filter Area: 385 mm^2
Interlab CV: 0.098
MDL: 0.055 Fibers/field

Blanks:

Mean of Field Blanks: 0 Fibers/Fields

Log number	Sample ID	Fibers	Fields
380968	25910-02-1207	0	100
380969	25910-02-1208	0	100

Results: (Blank Corrected)

Sample Log #	Sample ID	Fibers	Fields	Fibers/Field	Vol(L)	Fibers/CC	Comments
380962	25910-02-1201	3	100	< 0.055*	1200	< 0.002	
380963	25910-02-1202	4	100	< 0.055*	1200	< 0.002	
380964	25910-02-1203	5.5	100	0.055	1200	0.002	
380965	25910-02-1204	7	100	0.070	1200	0.003	
380966	25910-02-1205	8	100	0.080	1200	0.003	
380967	25910-02-1206	6	100	0.060	1200	0.002	

Batch Comments:

Analyzed by Robert Dal Santo 

This report shall not be reproduced except in full, without the express written approval of the laboratory.
This report must not be used to claim endorsement by an accrediting organization or any other agency of the U.S. Government.
Results relate only to the items tested.

JMS Environmental Associates, Ltd.

816 Burr Oak Drive • Westmont, IL 60559 • (630) 655-8500 • Fax (630) 655-8724

JMS PROJECT No.: J- 25910

P.O. No.:

CLIENT: St Mary's Episcopal Church CONTACT: _____ REPORT TO: _____

PROJECT: 210 McHenry Ave PHONE: ( ) - _____

TAT: 4 HR. _____ DAY FAX: ( ) - _____

Results Needed by: _____ EMAIL: _____

	Date Collected	Time Collected	Grab	Composite	Matrix*	Preservation Yes	Preservation No	# of Containers	Analysis Requested: PCM	Comments on Sample: Volume
25910-02-1001	2-12-24	13:15			S		X	1	X	1200
25910-02-1208	2-12-24	13:15			S		X	1	X	1200

Collected By:	Date: 2-12-24	Time: 13:15
Relinquished By:	Date: 2-12-24	Time: 14:15
Received By:	Date: 2/12/24	Time: 2:15 pm
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Relinquished By:	Date:	Time:
Received By:	Date:	Time:
Lab Submitted to:	Phone:	

Lab Use Only

Seals intact upon Receipt	☐ Yes	☐ No	☐ N/A
Broken Container(s)	☐ Yes	☐ No	
All Containers labeled	☐ Yes	☐ No	
Received in Ice	☐ Yes	☐ No	☐ N/A
All Samples Accounted for	☐ Yes	☐ No	
Suspected Contamination	☐ Yes	☐ No	

Comments:

* 1: Soil, 2:Water, 3:Sludge, 4: Bulk Building Material, 5: Air, 6: Dust, 7:Other

FIELD DATA AND SUMMARY OF AIR QUALITY RESULTS

JMS Environmental Associates, Ltd. JMS
816 Burr Oak Drive Westmont, Illinois 60559 (630) 655-8500 Fax: (630) 655-8724

CLIENT: St Mary's Episcopal Church
LOCATION: 210 McHenry Ave
JMS PROJECT #: J25910

SAMPLING DATE: 12 February 2024 Monday
TECHNICIAN: J. Sterner

JMS SAMPLE ID	ACTIVITY	SAMPLE TYPE	SAMPLE LOCATION	TIME START	TIME STOP	TOTAL TIME (MIN.)	FLOW START STOP (L/MIN.)	VOLUME (L)	TOTAL FIBERS	TOTAL FIELDS	FIBERS PER CC
J25910-02-1201	CL	IC	1st East Room	10:59	12:59	120	10.0	1200	3	100	<0.002
1202	"	"	1st Kitchen	11:01	13:01	120	10.0	1200	4	100	<0.002
1203	"	"	1st West Room	11:02	13:02	120	10.0	1200	5.5	100	0.002
1204	"	"	2nd East Room	11:04	13:04	120	10.0	1200	7	100	0.003
1205	"	"	2nd NW Room	11:06	13:06	120	10.0	1200	8	100	0.003
1206	"	"	2nd SW Room	11:08	13:08	120	10.0	1200	6	100	0.002
1207	Field Blank #1										
1208	Field Blank #2										

Key to Abbreviations
ACTIVITY:
PREP - site prep
REM - gross removal
GLBG - glovebag
CLN - clean-up
BGLO - bag loadout
CL - clearance

SAMPLE TYPE:
BK - background
PER - periodic air monitoring
PRS - personal
EX - excursion
OC - outside containment
IC - inside containment

Minimum Detection Limit: 5.5 Fibers per 100 Fields

"<" Indicates Less Than Detection Limit of Analytical Method

JMS
Environmental Associates, Ltd.
816 Burr Oak Drive • Westmont, Illinois 60559
(630) 655-8500 • FAX (630) 655-8724

JMS Project: J25910
St Mary's Episcopal Church
Tarpley House Abatement

Location: 210 McHenry Ave
Crystal Lake, Illinois

Date: 5 February 2024 Monday

Observer (s): C. Waddell

Time	Description
7:00 AM	JMS onsite with church contact and 3 Vortex workers and 1 Vortex superintendent. Access given to building. Kitchen, east room, 2nd floor rooms have alot of furniture/supplies. JMS and Church crew move furniture/supplies to be saved into east old office where no asbestos removal will occur. Vortex begins prep for tile and mastic removal in east basement.
8:00 AM	Mastic on 1st floor is under carpet squares on thin underlayment layer in east and west areas. In kitchen tile appears to go under island. Vortex demos island. Site has power throughout. Water will be brought from Church.
9:00 AM	Church staff sort through areas, non ACM garbage to be thrown out for garbage pickup later in the day.
10:00 AM	Vortex continues prep work. Garbage pickup scheduled for 1:00 PM
11:00 AM	Vortex breaks for lunch.
11:30 AM	Vortex resumes prep work. Wood shelf in kitchen demoed to access 9" tile and mastic below. 2 workers prep west basement for TSI wrap removal.
12:30 PM	Non-ACM waste placed outside for garbage pickup.

JMS Technician Signature: C. Waddell Reviewed by: C. Waddell

JMS
Environmental Associates, Ltd.
816 Burr Oak Drive • Westmont, Illinois 60559
(630) 655-8500 • FAX (630) 655-8724

JMS Project: J25910
St Mary's Episcopal Church
Tarpley House Abatement

Location: 210 McHenry Ave
Crystal Lake, Illinois

Date: 5 February 2024 Monday

Observer (s): C. Waddell

Time	Description
	all Vortex crew are in west basement working on prep.
1:30PM	Garbage pickup delayed. Will occur after JMS/Vortex finish for the days.
2:45PM	Basement prep finished. Crew carry demoed kitchen island outside for garbage pickup.
3:00PM	Work concludes. JMS/Vortex secure site and depart.

JMS Technician Signature: C. Waddell Reviewed by: C. Waddell

JMS
Environmental Associates, Ltd.
816 Burr Oak Drive • Westmont, Illinois 60559
(630) 655-8500 • FAX (630) 655-8724

JMS Project: J25910
St Mary's Episcopal Church
Tapley House Abatement

Location: 210 McHenry Ave
Crystal Lake, Illinois

Date: 6 February 2024 Tuesday

Observer (s): Co Waddell

Time	Description
7:00 AM	JMS onsite with 3 man Vortex Crew to continue abatement work. Church contact opens up site.
8:00 AM	Crew remove carpet squares in east ½ large room. Carpet has residual mastic and is treated as ACM. Air scrubber started in basement west and crew begin wet glovebag ACM pipe wrap removal.
10:00AM	Crew continue exposing mastic under carpet in east room. ACM runs/elbows are cut wet within glovebags. Water pulled from hose from main church.
11:00AM	Crew breaks for lunch.
11:30 AM	Work resumes. 1 Worker continues TSI removal. 2 Workers start non friable mastic on underlayment in the east area.
12:30 PM	Removal continues. JMS reminds Vortex to adequately wet ACM waste.
2:00 PM	6 Glovebag TSI removal complete all waste loaded out to truck.
2:30 PM	Underlayment removal stops for the day. Crew load out ACM waste.
3:00 PM	Loadout complete, site secured JMS/Vortex depart.

JMS Technician Signature: Co Waddell Reviewed by: Co Waddell

JMS
Environmental Associates, Ltd.
816 Burr Oak Drive • Westmont, Illinois 60559
(630) 655-8500 • FAX (630) 655-8724

JMS Project: J25910
St Mary's Episcopal Church
Tarpey House

Location: 910 McHenry Ave
Crystal Lake, Illinois

Date: 7 February 2024 Wednesday

Observer (s): C. Waddell

Time	Description
7:00AM	JMS onsite with Church contact to open up site. Vortex crew 2 workers and 1 supervisor onsite to continue abatement. 1 Worker removes mastic/tile from concrete in east basement. 2nd Worker and sup start underlayment with black mastic and tile remnant removal in West room and kitchen
8:00 AM	Plywood underlayment in Kitchen is nailed and glued. Vortex will scrap mastic off. No truck due to mechanical issues.
9:00AM	Solvent mastic removal continues in east basement. JMS surveys basement and tells Vortex where to cut flooring in kitchen. JMS starts air sampling.
10:00AM	Vortex opens area in kitchen for pipe removal. Area will be sealed after removal. Glovebags and water used for removal.
11:30 AM	TSI removal complete. Crew break for lunch.
12:00 PM	Work resumes 2 crew focus on mastic removal in kitchen and 1 worker on mastic removal in east basement.
1:00 PM	Removal continues, all waste double bagged and sealed. Waste placed in east room, will be removed when truck is back onsite.
3:00 PM	Work concludes, east basement removal complete. Crew depart.

JMS Technician Signature: C. Waddell Reviewed by: C. Waddell

WHITE - Office CANARY - Technician

JMS
Environmental Associates, Ltd.
816 Burr Oak Drive • Westmont, Illinois 60559
(630) 655-8500 • FAX (630) 655-8724

JMS Project: J5910
St Mary's Episcopal Church
Tarpley House Abatement

Location: 210 McHenry Ave
Crystal Lake, Illinois

Date: 8 February 2024 Thursday

Observer (s): Co Waddell

Time	Description
7:00 AM	Church contact opens up site. JMS onsite with 3 workers to continue abatement activities. 2 workers focus on mastic removal in kitchen and 1 cleans West basement after TSI removal. All pipes will be wet wiped.
8:00 AM	Cleaning in basement complete. All workers focus on mastic removal in kitchen.
9:00 AM	Black paint noted in western edge of kitchen and west room. Additional mastic found under linoleum layer on landing going to east basement. Continues in kitchen Mastic removal.
10:00 AM	2 workers resume underlayment removal in east 1st floor. 1 worker remains in kitchen to finish mastic.
11:00 AM	Vortex breaks for lunch.
11:30 AM	Crew resume abatement. Kitchen mastic removal complete. 1 worker preps 2nd floor SE room for ceiling tile removal.
12:30 PM	All waste loaded into west part of east room.
1:30 PM	Crew encapsulate basement. Vortex run out of encapsulant will have to finish 2/9.
2:30 PM	Removal complete for the day. 1 2nd floor room prep. Site cleaned
3:00 PM	Cleaning finished for the day. Site secured and JMS/Vortex depart.

JSM Technician Signature: Co Waddell Reviewed by: Co Waddell

JMS
Environmental Associates, Ltd.
816 Burr Oak Drive • Westmont, Illinois 60559
(630) 655-8500 • FAX (630) 655-8724

JMS Project: J25918
St Mary's Episcopal Church
Tarpley Abatement

Location: 210 McHenry Ave
Crystal Lake, McHenry County, Illinois

Date: 9 February 2024 Friday

Observer (s): C. Waddell

Time	Description
7:00 AM	JMS onsite at 210 McHenry Ave in Crystal Lake, Illinois. Church contact opens up site. 3 Vortex workers onsite to continue abatement. Truck back onsite crew load out waste from 2/7 and 2/8.
8:00 AM	Waste loaded to truck crew prep 2nd floor rooms for ceiling tile removal and start removing remaining underlayment with mastic on 1st floor.
9:00 AM	2nd floor rooms ready for ceiling tile removal. Vortex begins removal. All underlayment removed from 1st floor.
11:00 AM	Ceiling tile removal continues. 1 worker preps connecting hallway for whole floor tile removal.
12:00 PM	HW tile removed worker starts mastic remover with solvent.
1:00 PM	JMS starts air clearances in basement. Vortex loads out ACM ceiling tile.
2:30 PM	final cleanup around site. 2nd floor rooms sprayed with encap.
3:00 PM	Crew paint east stairs and kitchen. Clearances pulled. Waste loaded into truck.
4:15 PM	Painting concludes, site sealed and crew departs.

JMS Technician Signature: C. Waddell Reviewed by: C. Waddell

WHITE - Office CANARY - Technician

JMS
Environmental Associates, Ltd.
816 Burr Oak Drive • Westmont, Illinois 60559
(630) 655-8500 • FAX (630) 655-8724

JMS Project: J-25910
St. Mary's Episcopal Church
Tapley House Abatement

Location: 210 McHenry Ave
Crystal Lake, IL

Date: 12 February, 2024 - Monday

Observer (s): J. Stemer

Time	Description
11:00	JMS arrives onsite at 210 McHenry Ave in Crystal Lake, IL to perform clearance PCM air samples in Six (6) locations around the abated areas in the Tapley House on the first & second floors.
11:10	All clearance samples have started.
13:15	All samples collected. Equipment left onsite until tomorrow. JMS leaves site.

JMS Technician Signature:

Reviewed by:

WHITE - Office CANARY - Technician

JMS
Environmental Associates, Ltd.
816 Burr Oak Drive • Westmont, Illinois 60559
(630) 655-8500 • FAX (630) 655-8724

JMS Project: J25910
St Mary's Episcopal Church
Tarpley House Abatement

Location: 210 McHenry Ave
Crystal Lake, IL

Date: 13 February 2024 - Tuesday

Observer (s): C. Waddell

Time	Description
1:35 pm	1 Vortex worker onsite for teardown.
3:30 pm	JMS onsite. Vortex has finished with 2nd Flr and working on 1st floor teardown.
4:00 pm	JMS and Church contact walkthrough site.
5:15 pm	Teardown complete. Crew depart with site secured.

JMS Technician Signature: C. Waddell

Reviewed by: C. Waddell

WHITE - Office CANARY - Technician

JMS Environmental Associates, Ltd.

CONTRACTOR'S PROJECT SUBMITTALS

STATE OF ILLINOIS DEMOLITION/RENOVATION/ASBESTOS PROJECT NOTIFICATION FORM

Environmental Protection Agency (IEPA): Projects of at least 160 sq./ft or 260 linear ft., or 1 cubic meter and all demolition projects shall be submitted to IEPA. This form shall be submitted for all original notifications and revisions to IEPA **($150)** Attach Illinois E-Pay receipt if paid electronically.

Illinois Department of Public Health (IDPH): Abatement projects greater than 3 sq./ft and or 3 linear ft. up to 160 sq.ft or 260 linear feet and all school projects shall be submitted to IDPH. This form shall be submitted for all original notifications and revisions to IDPH (no fee).

Cook County (excluding the City of Chicago): The Department of Environment and Sustainability no longer accepts paper notifications. Visit: www.cookcountyil.gov/agency/environmental-control for electronic submission of notifications.

City of Chicago: All projects in the City of Chicago, except residential renovations in buildings with fewer than two dwelling units, must notify the City & IEPA if applicable. This form and appropriate fee shall be submitted for all notifications to the City of Chicago (see bottom pg 2 for fee amount).

Copies of this form may be found at: www.ildceo.net/enviro

Date: Jan. 19 2024 | Illinois E-Pay Authorization Code:

TYPE OF NOTIFICATION: ☒ original ☐ demolition ☐ renovation ☐ cancellation ☐ revision ☐ ordered demolition ☐ annual

Check Type of Project Below: *(Check all that apply.)*

☒ Friable School Project ☐ Non-Friable School Floor Tile Project ☐ Commercial Public Building (Friable & Non-Friable)

Revised by: ☐ Contractor ☐ Owner ☐ Project Designer #of times revised: List Section #'s being revised:

1. FACILITY INFORMATION:

Facility name: Tarpley House School Bldg ID: n/a

Location of Asbestos Containing Material (ACM) in Structure: 1st. and 2nd. floor, floor tiles , TSI basement

Bldg Size: Sq.Ft.: 4000 #Flrs: 2 Age: 50+ Present Use: no

Prior Use: Church Future Use (demo): tbd

Address: 210 McHenry Ave. City: Crystal Lake County: ~~Kane~~ McHenry Zip: 60014

Contact: Cate Williams Phone: 815/354-4313

2. FACILITY OWNER OR SCHOOL DISTRICT: *(Tip: Complete for all projects Commercial/Public or Schools)*

Facility Owner Name: St. Mary Episcopal Church

Address: 210 McHenry Ave. City: Crystal Lake State: IL Zip: 60014

Contact: as above Email: Phone: as above

Copies of abatement permission and written verification certification to all building occupants and users from the building owner or school board shall be submitted for IDPH public and private school facilities as required by Section 855.350 of the IDPH Asbestos Code.

3. ASBESTOS CONTRACTOR NAME: Vortex Environmental Inc ID#: 0769

Address: PO Box 398 City: Northbrook State: IL Zip: 60062

Contact: Wojtek Email: wojtek66@msn.com Phone: 8473445409

4. DEMOLITION CONTRACTOR NAME: n/a

Address: City: State: Zip:

Contact: Email: Phone:

5. ABATEMENT INFORMATION: Is Asbestos Present? ☒ Yes ☐ No

Description of Planned Demolition or Renovation Work and Methods to be Employed Including Demolition or Renovation Techniques:

Insolate work area with plastic, place warning signs. Material will be removed using wet method.

Description of Work Practice(s) and Engineering Controls used to Prevent Emissions at the Demolition or Renovation Site:

Water will be used to keep material wet.

6. QUANTITIES:

	Regulated Asbestos Containing Material to be removed (RACM)	Non-friable asbestos not to be removed (demolition) CAT I	Non-friable asbestos not to be removed (demolition) CAT II	Non-friable asbestos to be removed CAT I	Non-friable asbestos to be removed CAT II	TOTAL ASBESTOS TO BE REMOVED
Pipes (Ln. Ft.):	150					150
Surface Area (Sq. Ft.):	2500					2500
Volume (Cu. Ft.):						

Tip: CAT I non-friable ACM are asbestos-containing resilient floor coverings (vinyl asbestos tile (VAT), asphalt roofing products, packing and gaskets. All other non-friable ACM are considered CAT II non-friable ACM. (RACM) is (a) friable asbestos material, (b) Category I non-friable ACM that has become friable, (c) Category I non-friable ACM that will be or has been subjected to sanding, grinding, cutting or abrading, or (d) Category II non-friable ACM that has a high probability of becoming or has become crumbled, pulverized or reduced to powder by the forces expected to act on the material in the course of demolition or renovation operations.

7. ABATEMENT START DATE: 02/05/24 Finish Date: 02/10/24 Work hours: 7:00 AM ☒ PM ☐ 5:00 AM ☐ PM ☒

AND/OR DEMOLITION START DATE: Finish Date: Work hours: AM ☐ PM ☐ AM ☐ PM ☐

Working Weekends? ☐ Yes ☒ No Working Evenings? ☐ Yes ☒ No

Tip: Ten day notification requires at minimum, ten (10) working days (Monday-Friday including holidays) prior to the commencement date. Ten days begin with the US postmark date or date received in office by commercial services or hand delivery. IEPA and City of Chicago cannot accept faxed copies, however, IDPH will accept faxed submissions. Phased projects will not be accepted.

8. PROJECT DESIGNER ID#: 100- 100- **Name:** n/a

Complete Project Designer Name and License ID# if this project was designed by a Designer.

9. INSPECTOR ID#: 100- 0209 **Name:** Joe Sterner

Tip: If procedure utilized is visual inspection, the inspector ID# must be provided.

10. PROCEDURE, INCLUDING ANALYTICAL METHOD, USED TO DETECT THE PRESENCE OF ASBESTOS

Bulk samples taken and analyzed by PLM

Name of Analytical Testing Laboratory: JMS

11. ASBESTOS PROJECT MANAGER ID#: 100- 00209 **Name:** Joe Sterner

12. AIR SAMPLING PROFESSIONAL ID#: 100- 00209 **Name:** Joe Sterner

13. DISPOSAL SITE/LANDFILL NAME: Countryside RDF

Address: 31725 N. Rt. 83 Contact: Peter Borgia

City: Grayslake State: IL Zip: 60030 Phone: 847/223-2722

14. WASTE TRANSPORTER/NAME: Enwaste

Address: 6360 Emerald Pkwy Contact: Nancy

City: Monee State: IL Zip: 60447 Phone: 708/534-5100

15. IS DEMOLITION ORDERED BY A GOVERNMENT AGENCY? ☐ Yes ☒ No

(If yes, a signed copy of Order must be attached.)

Government representative ordering the activity:

Title: Date of Order: Order Demolition Date:

16. FOR EMERGENCY RENOVATION:

Date and hour of emergency (mm/dd/yy): AM ☐ PM ☐

Describe sudden unplanned event. (example: boiler explosion) Explain how the event caused unsafe conditions or would cause equipment failure or an unreasonable financial burden.

n/a

17. Description of procedures to be followed in the event that unexpected asbestos is found or previously non-friable asbestos material becomes crumbled, pulverized or reduced to powder.

Stop Work. Seal contaminated area.place warning signs. Notify all govermental agencies.

I certify that at least one representative trained in the provisions of 40 CFR Part 61, Subpart M, shall be on site during demolition or renovation, having in his or her possession for inspection, evidence that the requisite training has been accomplished.

CERTIFICATE # CASR2020101807 **NAME OF TRAINING COURSE** All 1st. Around Jan 19 2024

I certify the above information is correct.

[redacted] wner Date

Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h)).

*Tip: All notification forms must be hand signed and dated. Hand stamps are not acceptable. IEPA and Cook County require original signatures on their notification forms. IDPH will accept photocopies. **All notifications submitted to IEPA and City of Chicago must be accompanied by the appropriate fee. There is no fee for notification to IDPH.***

For Cook County Departmental Use Only.

Date Received CCDES: Post Mark Date: Input Into Computer:

Inspection Fee Received: Inspection Priority: Top ☐ High ☐ Low ☐ Must be Inspected:

Date(s) of Inspections:

Inspection Report Attached: Yes ☐ No ☐ Violation Copies Attached: Yes ☐ No ☐

The Illinois EPA is authorized to require, and you shall disclose, the information requested on this Agency form utilizing this form pursuant to the Illinois Environmental Protection Act (Act), 415 ILCS 5. Failure to disclose the requisite information on this Agency form may result in your notification being denied, and/or penalties being imposed as provided for in the Act, 415 ILCS 5/42-45.

IL Environmental Protection Agency
P.O. Box 19276 MC 41
1021 N. Grand Ave East
Springfield, IL 62794-9276
$150 fee (Attach payment or Illinois E-Pay receipt if paid electronically.)

ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM
www.ildceo.net/enviro

Submit this form to the appropriate agencies:

IDPH
IL Department of Public Health
525 W. Jefferson St.
Springfield, IL 62761
(FAX: 217-785-5897)
Email: DPH.Asbestos@illinois.gov

Cook County Department of Environment & Sustainability no longer accepts the combined form and all notifications must be filed with the Department at the web address below.

www.cookcountyil.gov/agency/environmental-control

Chicago Department of Public Health
Permitting and Inspections
333 S. State St., Room 200
Chicago, IL 60604

Fees apply as follows:
Residential Unit with less than 4 units . . . $300.00**
Residential Units with 4 units or more . . . $450.00
Commercial/Industrial facilities $500.00
** except that asbestos abatement in residential buildings with fewer than two dwelling units are not subject to the notice and fee requirements.

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ENVIRONMENTAL WASTE DISPOSAL SERVICE, INC.

6360 W. Emerald Parkway • Unit 100 • Monee, Illinois 60449
(708) 534-5100 • Fax (708) 534-3640

MANIFEST 36233

WASTE SHIPMENT RECORD

PROFILE NO. 105895 IL

GENERATOR

1. WORK SITE NAME & MAILING ADDRESS: St. Mary Church - Tawney House, 210 McHenry Ave. Crystal Lake IL
OWNER'S NAME: St. Mary Episcopal Church
PHONE NO.: 815/354 4313

2. OPERATOR'S NAME & ADDRESS: Vortex Environmental, Inc., 2141 Techny Road, Northbrook, Illinois 60062
JOB NO.:
PHONE NO.: (847) 344-5409

*** IN CASE OF EMERGENCY DURING SHIPMENT, CONTACT THE HAZARD COMMUNICATIONS COORDINATOR ***
(708) 534-5100

3. WASTE DISPOSAL SITE (WDS) NAME, MAILING ADDRESS & PHYSICAL SITE LOCATION: Countryside RDF, 31725 North Route 83, Grayslake, Illinois 60030
CONTACT: Peter Borgia
PHONE NO.: 847-223-2722

4. NAME & ADDRESS OF RESPONSIBLE AGENCY: **ILLINOIS EPA, P.O. BOX 19276, SPRINGFIELD, IL 62794-9276**
CONTACT: **DIVISION OF AIR POLLUTION CONTROL**

5. DESCRIPTION OF MATERIALS	6. CONTAINERS NO. TYPE	7. TOTAL QUANTITY M^3 (YD^3)
Asbestos	Bags 150	4 yards

8. SPECIAL HANDLING INSTRUCTIONS & ADDITIONAL INFORMATION
In accordance with 40CFR61, NESHAPS

9. OPERATOR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and are in all respects in proper condition for transport by highway according to applicable international and government regulations.

UN 3077, ENVIRONMENTALLY HAZARDOUS SUBSTANCE, SOLID, N.O.S. (ASBESTOS) 9, PG III

NAME & TITLE	SIGNATURE	MO. DAY YEAR
W. Dziewonski Supv.		2.13.24

TRANSPORTER

10. TRANSPORTER 1 (ACKNOWLEDGEMENT OF RECEIPT OF MATERIALS)
ENWASTE / Waste Management

NAME & TITLE - Driver	SIGNATURE	MO. DAY YEAR
ADDRESS & PHONE NO.		

11. TRANSPORTER 2 (ACKNOWLEDGEMENT OF RECEIPT OF MATERIALS)

NAME & TITLE	SIGNATURE	MO. DAY YEAR
ADDRESS & PHONE NO.		

DISPOSAL SITE

12. DISCREPANCY INDICATION SPACE

13. WASTE DISPOSAL SITE OWNER OR OPERATOR:
CERTIFICATION OF RECEIPT OF ASBESTOS MATERIALS COVERED BY THIS MANIFEST EXCEPT AS NOTED IN ITEM 12.

NAME & TITLE	SIGNATURE	MO. DAY YEAR

WHITE - **ENWASTE** GREEN - **CONTRACTOR** YELLOW - **ENWASTE** PINK - **LANDFILL** GOLD - **TRANSPORTER**

EH0182953

Illinois Department of PUBLIC HEALTH

DISPLAY THIS PART IN A CONSPICUOUS PLACE

LICENSE, PERMIT, CERTIFICATION, REGISTRATION

The person, firm or corporation whose name appears on this certificate has complied with the provisions of the Illinois statutes and/or rules and regulations and is hereby authorized to engage in the activity as indicated below.

DIVISION OF ENVIRONMENTAL HEALTH
ASBESTOS PROGRAM

Issued under the authority of the Illinois Department of Public Health

5/15/2024	500	500-0769

VORTEX ENVIRONMENTAL INC
ASBESTOS CONTRACTOR LICENSE
THIS LICENSE IS INVALID IF YOUR
INSURANCE CERTIFICATE IS NOT CURRENT

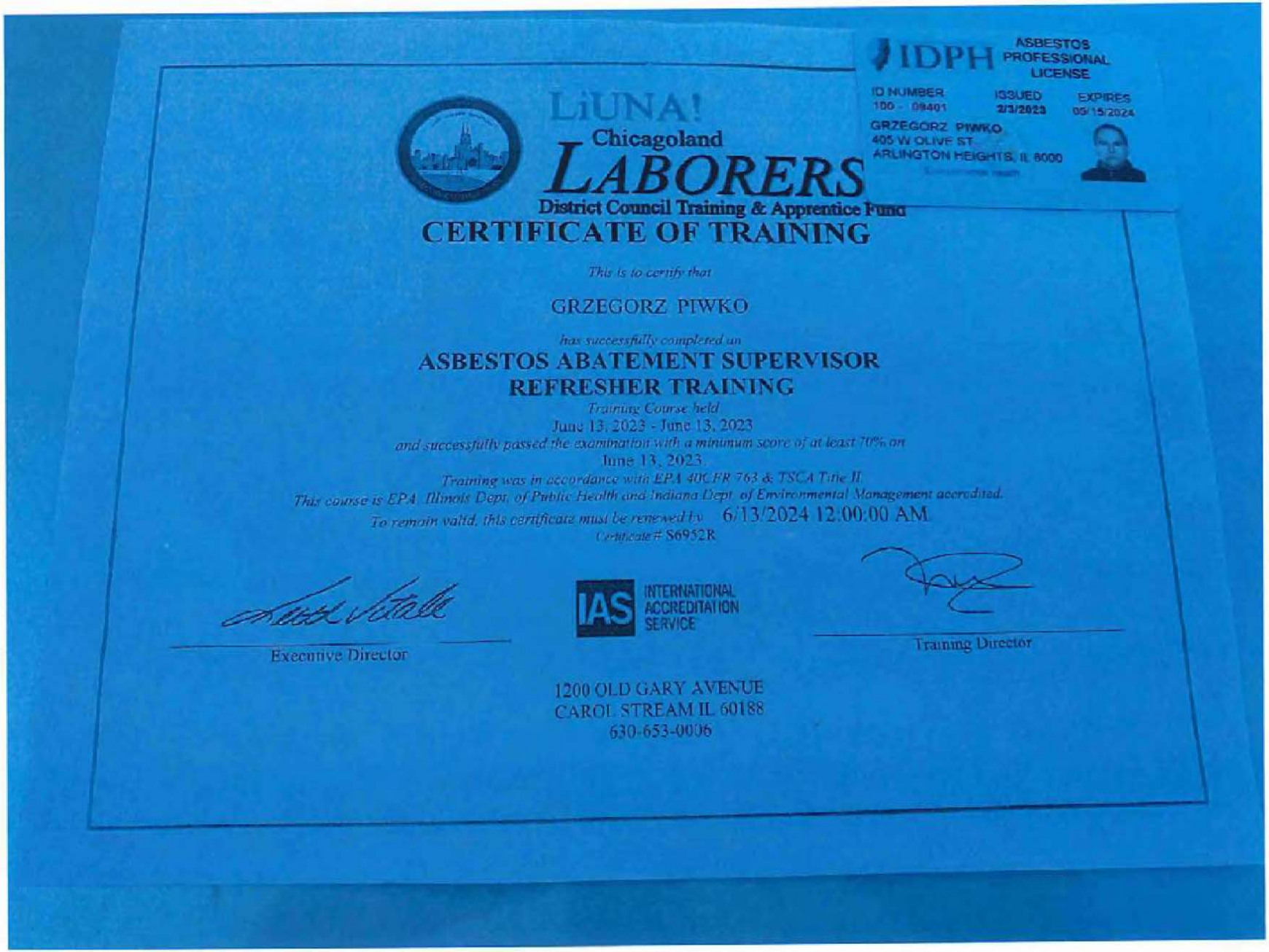
03/10/2023
VORTEX ENVIRONMENTAL INC
PO BOX 398
NORTHBROOK, IL 60062

The face of this license has a colored background. Printed by Authority of the State of Illinois • PO #EH 21-044

VORTEX ENVIRONMENTAL INC

PO BOX 398
NORTHBROOK, IL 60062

FEE RECEIPT NO.



IDPH ASBESTOS PROFESSIONAL LICENSE

ID NUMBER 100 - 09401 | ISSUED 2/3/2023 | EXPIRES 05/15/2024

GRZEGORZ PIWKO
405 W OLIVE ST
ARLINGTON HEIGHTS, IL 6000

LiUNA!
Chicagoland
LABORERS
District Council Training & Apprentice Fund

CERTIFICATE OF TRAINING

This is to certify that

GRZEGORZ PIWKO

has successfully completed an

ASBESTOS ABATEMENT SUPERVISOR REFRESHER TRAINING

Training Course held
June 13, 2023 - June 13, 2023
and successfully passed the examination with a minimum score of at least 70% on
June 13, 2023
Training was in accordance with EPA 40CFR 763 & TSCA Title II.
This course is EPA, Illinois Dept. of Public Health and Indiana Dept. of Environmental Management accredited.
To remain valid, this certificate must be renewed by 6/13/2024 12:00:00 AM
Certificate # S6952R

Executive Director

IAS INTERNATIONAL ACCREDITATION SERVICE

Training Director

1200 OLD GARY AVENUE
CAROL STREAM IL 60188
630-653-0006

ASBESTOS WORKER / LABORER
REFRESHER COMPLETION

STEPAN SEMENYUK

Listed above individual attended and completed 1 day Illinois Department of Public Health approved ASBESTOS ABATEMENT WORKER / LABORER REFRESHER COURSE and on OCTOBER 7TH , 2023 passed the examinFation with score 70% or better. Training was conducted in accordance with 40 CFR Part 763 (AHERA). Student also received the requisite training for asbestos accreditation under Title II of the TSCA

Maciej Swierzowski Director of Training	10/07/2024 Expiration Date	7TH OCTOBER, 2023 Dates of Course	PAWR20231077 Certificate No.

1ST ALL AROUND 4618 S. PRESCOT LYONS IL.
T. 773-986-8725 F.773-943-6342



IDPH ASBESTOS WORKER LICENSE

WORKER ID 057305971
ISSUED 11/1/2023
EXPIRES 2/1/2025
MARIUSZ KAZMIERCZAK
3109 N NEENAH
CHICAGO, IL 60634
Environmental Health
See Reverse for Endorsements

ASBESTOS WORKER / LA
REFRESHER COMPLETION

MARIUSZ KAZMIERCZAK

Listed above individual attended and completed 1 day Illinois Department of Public Health approved ASBESTOS ABATEMENT WORKER / LABORER REFRESHER COURSE and on JANUARY 21ST, 2024 passed the examination with score 70% or better. Training was conducted in accordance with 40 CFR Part 763 (AHERA). Student also received the requisite training for asbestos accreditation under Title II of the TSCA

01/21/2025	21ST JANUARY, 2024	PAWR202412117
Expiration Date	Dates of Course	Certificate No.

Marcin Swierzowski
Director of Training

1ST ALL AROUND 4618 S. PRESCOT LYONS IL.
T. 773-986-8725 F.773-943-6342

JMS Environmental Associates, Ltd.

PROJECT PHOTOGRAPHIC DOCUMENTATION


2' by 4' asbestos containing ceiling tile with red backing on 2nd floor
2' by 4' newer replacement ceiling tile with no asbestos


View from below of 2' by 4' asbestos containing ceiling tile with red backing on 2nd floor, located in 3 rooms


Prep work underway in basement for 9" floor tile removal


Main floor, mastic is on underlayment above older hardwood layer


Zoomed out view of black asbestos mastic mixed with yellow glue on underlayment in 1st floor east area


1st floor kitchen floor has asbestos containing 9" and black mastic


Asbestos containing 9" in the northwest storage closet of the large east room

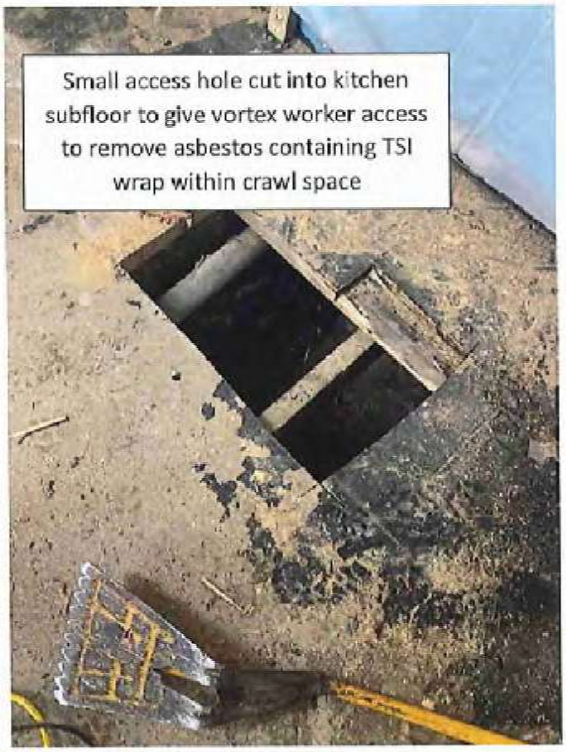

Black asbestos mastic in the east office on underlayment that was beneath carpet


9" asbestos floor tile under the east stairs, majority of east area has only black mastic and no floor tile


Kitchen island demoed to give access to remove 9" asbestos tile below


Asbestos black mastic and 9" remnants are present on the south ½ of the westernmost room


Underlayment removed and will be treated as asbestos waste

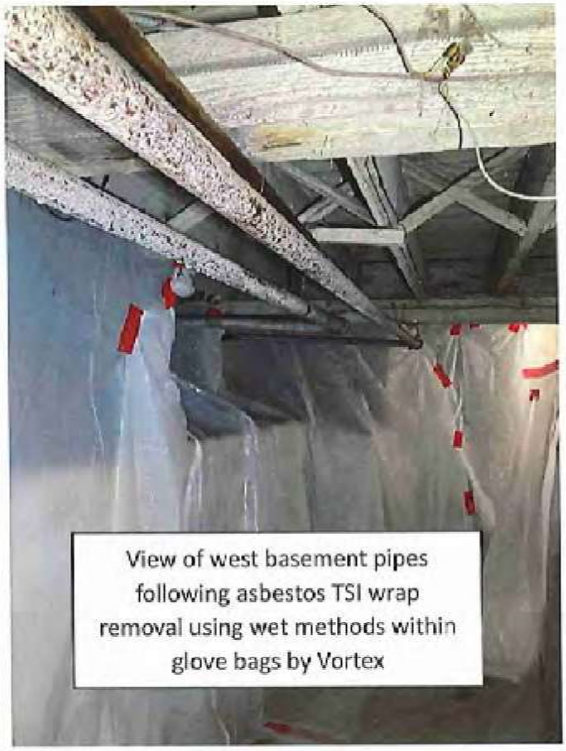

Small access hole cut into kitchen subfloor to give vortex worker access to remove asbestos containing TSI wrap within crawl space


9" removed from basement, black mastic removed using solvent method

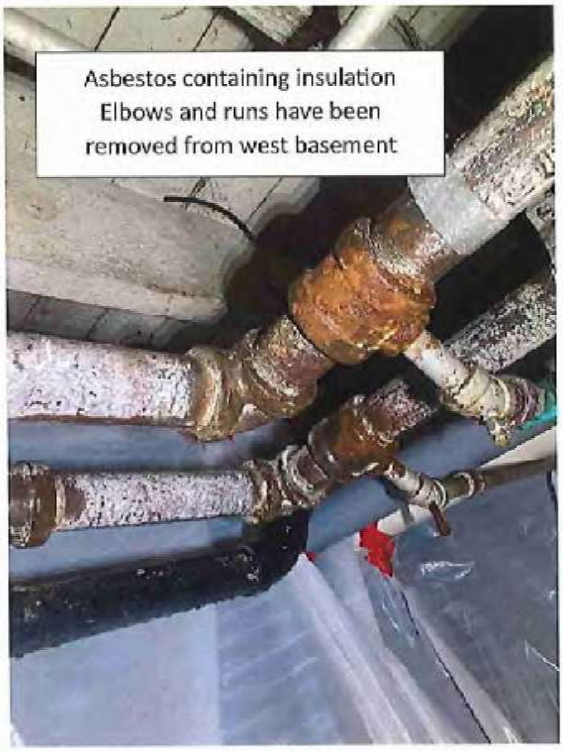

Asbestos tile and mastic removed from east basement, area thoroughly cleaned before clearance samples will be collected



Black paint found under plywood in western room, no tile or suspect mastic present



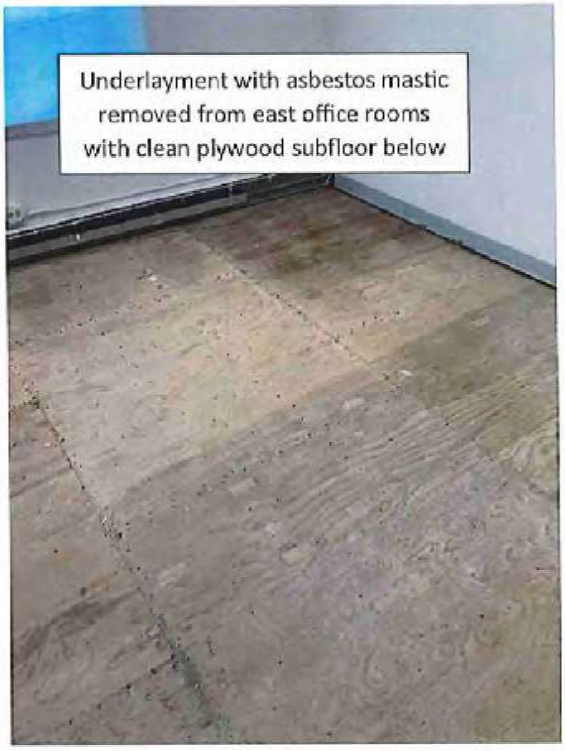
View of west basement pipes following asbestos TSI wrap removal using wet methods within glove bags by Vortex



Asbestos containing insulation Elbows and runs have been removed from west basement



Post clearance view of the east basement floor, all waste and poly removed



Underlayment with asbestos mastic removed from east office rooms with clean plywood subfloor below



Underlayment removed from large east room, subfloor below is not contaminated with asbestos, floor is wet mopped and HEPA vacuumed



Asbestos tile and mastic removed from kitchen area, underlayment glued, screwed, and nailed and left in place after mastic scrapped off



Small section of 12" and asbestos mastic removed from hallway connecting to main church campus using wet methods and solvent



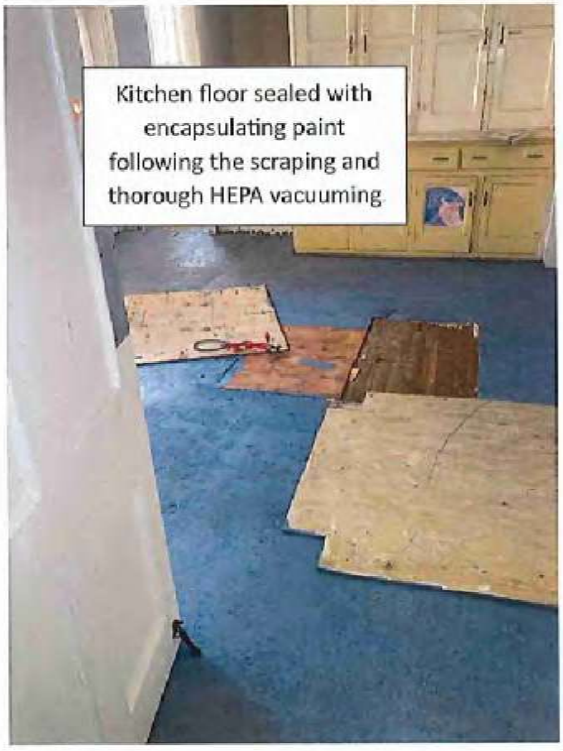
Post mastic removal view of the concrete subfloor in the connecting hallway



View of the large eastern room following removal of the underlayment with the asbestos containing mastic layer



Underlayment removed from sub-stairway storage closet in the southwest of the large east room



Kitchen floor sealed with encapsulating paint following the scraping and thorough HEPA vacuuming



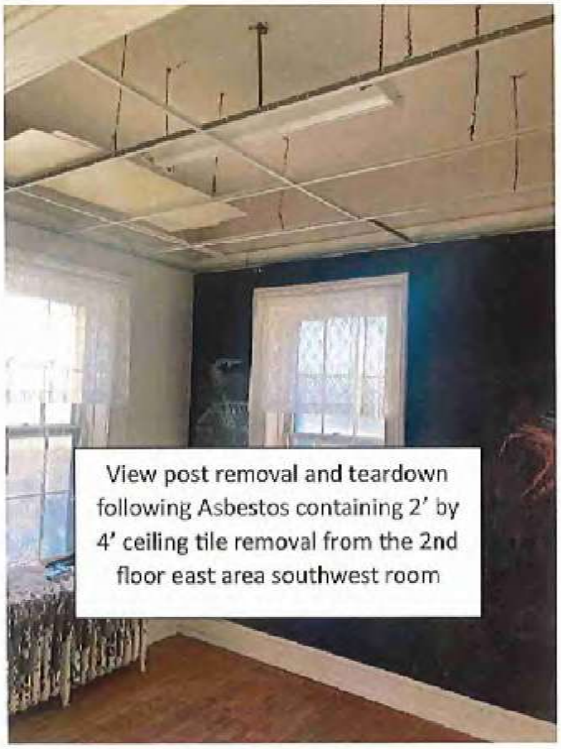
View of post removal and teardown following Asbestos containing 2' by 4' ceiling tile removal from the 2nd floor east area northwest room



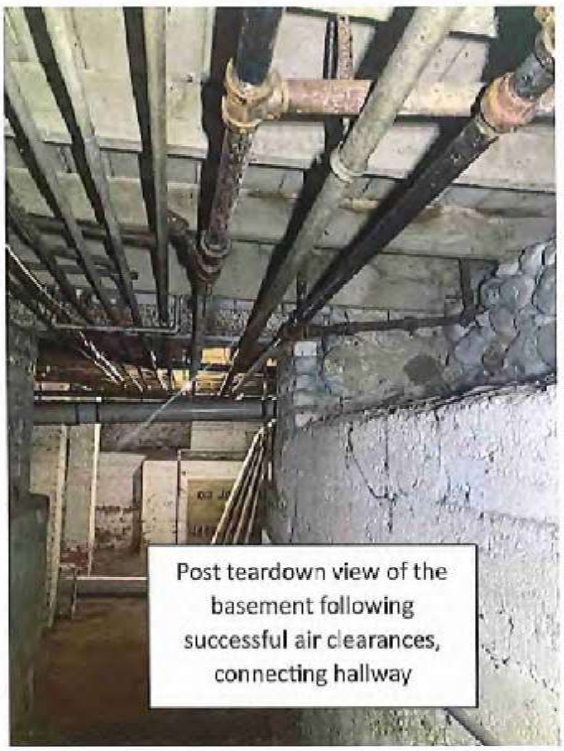
Underlayment with asbestos 9" and black mastic removed from 2nd floor bathroom



View post removal and teardown following Asbestos containing 2' by 4' ceiling tile removal from the 2nd floor east area southeast room



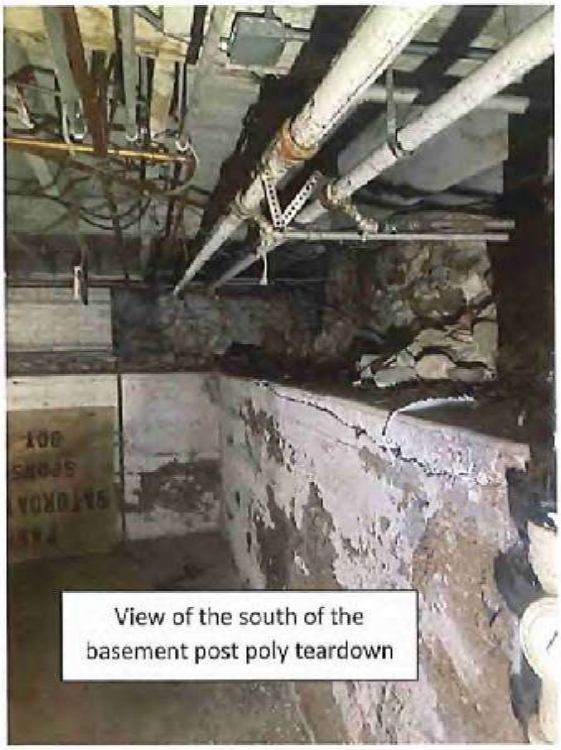
View post removal and teardown following Asbestos containing 2' by 4' ceiling tile removal from the 2nd floor east area southwest room



Post teardown view of the basement following successful air clearances, connecting hallway



View of the north of the basement post poly teardown



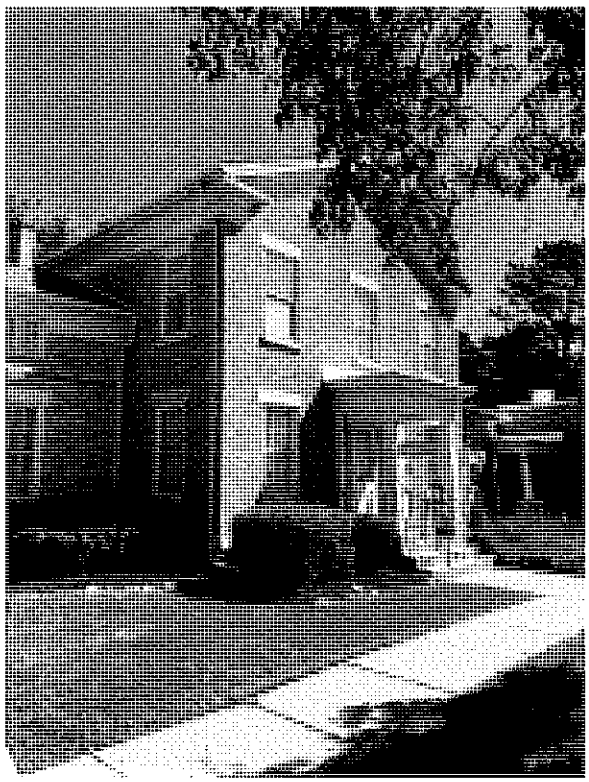
View of the south of the basement post poly teardown

ASBESTOS BULK BUILIDNG INSPECTION

Tarpley House
210 McHenry Ave
Crystal Lake, Illinois

Performed for:

St Mary's Episcopal Church
210 McHenry Ave
Crystal Lake, Illinois 60014



Prepared By:

JMS Environmental Associates, Ltd.
816 Burr Oak Drive
Westmont, Illinois 60559
630-655-8500

October 5, 2023

JMS Environmental Associates, Ltd.

JMS

816 Burr Oak Drive ● Westmont, IL. 60559 ● Tel: (630) 655-8500 ● Fax: (630) 655-8500

October 5, 2023

St Mary's Episcopal Church
210 McHenry Ave
Crystal Lake, Illinois 60014

Attn: Catherine Williams

JMS Project: J-25710

RE: Asbestos Inspection
Tarpley House
210 McHenry Ave
Crystal Lake, IL

Dear Ms. Williams,

This report covers the results of the assumed asbestos inspection and analysis that JMS Environmental Associates, Ltd. (JMS) performed for you on September 15, 2023, at 210 McHenry Ave, Crystal Lake, Illinois. Thirty-eight (38) samples were analyzed for asbestos content.

The U.S. E.P.A. defines a material as asbestos containing if the concentration of asbestos fibers is greater than 1% by weight. If the quantity of asbestos is determined to be <10% by visual estimate, the owner or operator may (1) elect to assume the amount of asbestos to be greater than 1% and treat the material as asbestos containing material or (2) request verification by point counting technique. If a result obtained by point count is different from a result obtained by visual estimation, the point count result will be used.

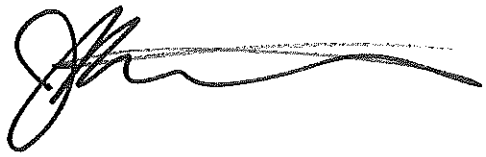
Thirteen (13) samples were found to contain asbestos in quantities exceeding 1%, while an additional two (2) samples contained asbestos at less than 1%. All samples found to contain asbestos exceeding 1% are highlighted yellow in the first table below. The two samples that contained asbestos at less than 1% are highlighted pink in the first table and were also analyzed by point counting. Please see the attached tables for the sample identification, material, location, condition, friability, accessibility, potential for disturbance, amount of material, and percentage of asbestos. A copy of the laboratory analytical results is also included for review.

The two materials that tested for trace asbestos at <1% included the texture on the kitchen walls and a 2' by 4' drop ceiling tile in the 2nd floor south room. For confirmation these materials were reanalyzed using point counting. The point count results showed that the wall kitchen texture had chrysotile asbestos events present but below the detection level by point count and the 2' by 4' ceiling tile was confirmed to contain asbestos at .7%. While these materials would not be classified as asbestos containing according to the U.S. E.P.A. definition their removal by a licensed asbestos abatement contractor before renovation is recommended to avoid potential asbestos exposure to workers who perform the renovation work per OSHA guidelines. If demolition is to occur JMS would recommend the 2' by 4' friable ceiling tile be removed along with the 13 confirmed asbestos materials by a licensed asbestos abatement contractor.

If you have any further questions, do not hesitate to contact me at JMS.

Respectfully submitted,

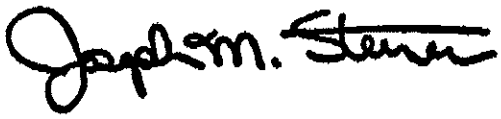
JMS ENVIRONMENTAL ASSOCIATES, LTD.



Joseph R. Sterner
Project Manager
(IDPH Asbestos License Number 100-19790)

Reviewed by,

JMS ENVIRONMENTAL ASSOCIATES, LTD.



Joseph M. Sterner
Environmental Director/ President
(IDPH Asbestos License Number 100-00209)

Asbestos Sampling PLM Results

SAMPLE NUMBER	MATERIAL /LOCATION	CONDITION	FRIABLE	ACCESSABILITY	POTENIAL FOR DISTRUBANCE	AMOUNT OF MATERIAL	% ASBESTOS
25710-09-1501	Pink Fiberglass Insulation/ Central House Attic	Good	No	High	Low	-	-
25710-09-1502	White Fiberglass Insulation/ Central House Attic	Good	No	High	Low	-	-
25710-09-1503	Paper Backing under 1503/ Central House Attic	Good	No	Moderate	Low	-	-
25710-09-1504	Brown Press Sound Board/ Central House Attic Stairwell	Good	Yes	High	Low	-	-
25710-09-1505	White Wavy 2' by 4' Ceiling Tile/ Central House 2nd Floor	Good	Yes	High	High	200 ft²	<1% Chrys. ***
25710-09-1506	Newer 2' by 4' White Ceiling Tile/ Central House 2nd Floor	Good	Yes	High	High	-	-
25710-09-1507	Alternate Wavy 2' by 4' Ceiling Tile/ Central House 2nd Floor	Good	Yes	High	Low	-	-
25710-09-1508	Tan 9" Floor Tile/ 2nd Floor Bathroom Closet	Good	No	High	Low	20 ft²	5% Chrys. *
25710-09-1509	White 9" Floor Tile/ 2nd Floor Bathroom	Good	No	High	Low	10 ft²	2% Chrys. *
25710-09-1510	Ceiling Plaster/ 2nd Floor West Area	Good	No	Moderate	Low	-	-
25710-09-1511	Wall Plaster/ 2nd Floor East Area	Good	No	High	Low	-	-
25710-09-1512	Yellow Attic Insulation/ 2nd Floor West Area	Good	No	Moderate	Low	-	-
25710-09-1513	Grey 9" Floor Tile/ Kitchen First Floor	Poor	No	High	Low	300 ft²	5% Chrys. **
25710-09-1514	Cream 9" Floor Tile/ Kitchen Entry and West Side Room First Floor	Poor	No	High	Low	20 ft²	3% Chrys. *
25710-09-1515	Paint Texture/ 1st Floor Kitchen	Good	No	Moderate	Low	2000 ft²	<1% Chrys. ***
25710-09-1516	Black Baseboard/ 1st Floor Kitchen	Good	No	High	Low	-	-
25710-09-1517	9" Floor Tile and Black Mastic/ 1st Floor Large Closet East Area	Good	No	High	Low	40 ft²	3% Chrys.*
25710-09-1518	Black Mastic and Brown Glue/ 1st Floor East area under Carpet squares	Good	No	High	Low	1250 ft²	3% Chrys.
25710-09-1519	Brown Flooring Sheeting Material/ 1st Floor East Area	Good	No	High	Low	-	-
25710-09-1520	Black Mastic/ 1st Floor East Side Room	Good	No	High	Low	300 ft²	2% Chrys.
25710-09-1521	Orange 12" Floor Tile/1st Floor East Entry	Good	No	High	Low	16 ft²	<1% Chrys. ***
25710-09-1522	Thick Wall Texture/ 1st Floor East Area West Walls	Good	No	Moderate	Low	-	-

SAMPLE NUMBER	MATERIAL /LOCATION	CONDITION	FRIABLE	ACCESSABILITY	POTENIAL FOR DISTRUBANCE	AMOUNT OF MATERIAL	% ASBESTOS
25710-09-1523	Thin Wall Texture/ 1st Floor East Area East Wall	Good	No	Moderate	Low	-	-
25710-09-1524	Tan 9" Floor Tile/ East Side Basement	Good	No	High	Low	160 ft^2	2% Chrys. **
25710-09-1525	Brown 9" Floor Tile/ East Side Basement	Good	No	High	Low	160 ft	3% Chrys.*
25710-09-1526	Window Caulking/ East Side Basement Interior	Good	No	High	Low	-	-
25710-09-1527	Thick TSI Run/ Old Basement East Side	Poor	Yes	High	High	70 ft	50 Chrys.
25710-09-1528	TSI Elbow/ Old Basement East Side	Poor	Yes	High	High	14 elbows	55 Chrys.
25710-09-1529	Thin TSI Run/ Old Basement West Side	Poor	Yes	High	Low	40 ft	10% Chrys.
25710-09-1530	Window Caulk/ West Portion Exterior	Good	No	High	Low	-	-
25710-09-1531	White Awning Cross Section/ West Portion Exterior	Good	No	Moderate	Low	-	-
25710-09-1532	Door Caulking/ West Portion Exterior	Good	No	High	Low	-	-
25710-09-1533	Tar Paper/ Central Building Roof	Good	No	Moderate	Low	-	-
25710-09-1534	Middle Layer Shingles/ Central Building Roof	Good	No	Moderate	Low	-	-
25710-09-1535	Top Layer Shingles/ Central Building Roof	Good	No	Moderate	Low	-	-
25710-09-1536	Window Caulking/ Central Building exterior	Good	No	Moderate	Low	-	-
25710-09-1537	Black Vapor Barrier/ East Addition behind wood siding	Good	No	Moderate	Low	-	-
25710-09-1538	Black Fiberboard behind 1537/ East Addition behind wood siding	Good	Yes	Moderate	Low	-	-

* Chrysotile was detected in the tile and mastic layers
** Chrysotile was detected in the tile layer
*** Chrysotile was detected in the black mastic layer with a local concentration greater than 1%
**** No local concentrations greater than 1% detected

Asbestos Sampling Point Count Results

SAMPLE NUMBER	MATERIAL /LOCATION	CONDITION	FRIABLE	ACCESSABILITY	POTENIAL FOR DISTRUBANCE	AMOUNT OF MATERIAL	% ASBESTOS
25710-09-1505	White Wavy 2' by 4' Ceiling Tile/ Central House 2nd Floor	Good	Yes	High	High	200 ft^2	0.7% Chrys.
25710-09-1515	Paint Texture/ 1st Floor Kitchen	Good	No	Moderate	Low	2000 ft^2	---*****

***** Chrysotile asbestos events observed but not detected by point count

LABORATORY RESULTS

JMS Environmental Associates, Ltd.

816 Burr Oak Drive ● Westmont, Illinois 60559 ● Tel: (630) 655-8500 ● Fax: (630) 655-8724

JMS

September 21, 2023

St. Mary's Episcopal Church, Crystal Lake
210 McHenry Avenue
Crystal Lake, IL 60014

Attn: Catherine Williams

JMS Project: 25710
JMS Batch: 36148

Re: Bulk Asbestos Analyses of sample(s) received 9/15/2023
Tarpley House 210 McHenry Ave. Crystal Lake

Dear Ms. Williams,

This report[1,2] summarizes the results[3] of the analysis of bulk material for asbestos performed by JMS Environmental Associates, Ltd. for St. Mary's Episcopal Church, Crystal Lake. A detailed analysis report has been included for your review.

The U.S.E.P.A defines a material as asbestos containing if the concentration of asbestos fibers is greater than 1% by weight. If the quantity of asbestos is determined to be <10% by visual estimate, the owner or operator may (1) elect to assume the amount of asbestos to be greater than 1% and treat the material as asbestos containing material or (2) request verification by point counting technique. If a result obtained by point count is different from a result obtained by visual estimation, the point count result will be used.

These sample(s) will be discarded after 3 months of their receipt unless instructed otherwise.

Should you require further assistance regarding this matter, the staff at JMS Environmental Associates, Ltd. is experienced and licensed in all aspects of asbestos consulting. If you have any questions regarding this report, please do not hesitate to contact us at JMS Environmental Associates, Ltd.

Respectfully submitted,

JMS ENVIRONMENTAL ASSOCIATES, LTD.

Robert J. Dal Santo
Analytical Services Manager

[1] This report shall not be reproduced except in full, without the written approval of the laboratory.
[2] This report must not be used to claim product endorsement by an accrediting organization or any other agency of the U.S. Government.
[3] Results relate only to the items tested.

ASBESTOS BULK MATERIAL ANALYSES:

This part of the report covers the results of bulk material analyses that JMS Environmental Associates, Ltd. conducted for St. Mary's Episcopal Church, Crystal Lake. The information that is presented in this report is representative of the sample(s) submitted to JMS Environmental Associates, Ltd.

The attached information tabulates the quantities of fibrous material found in each sample. The numbers will not necessarily add up to 100%, with the balance being filler and binder materials. The symbol (--) indicates not detected. A sample labeled heterogeneous indicates the possibility of significantly higher local concentrations than the averaged value reported. If the average asbestos content of a heterogeneous (multi-layered) sample is less than or equal to 1%, but greater than none detected (--), additional analysis by separate layers will be necessary to ensure that no layer in the sample contains greater than one percent asbestos.

Vinyl floor tiles may contain thin fibers <0.25 μm in diameter that are below the resolution of the polarized light microscope (PLM). The U.S.E.P.A. recommends that vinyl floor tiles analyzed by PLM in which asbestos is not detected or detected in quantities less than or equal to 1% be verified by transmission electron microscopy (TEM). Fed. Reg. Vol. 59, No. 146, 8/1/94, p. 38970-38971.

Sample analysis has been performed in accordance with the United States Environmental Protection Agency's 40 CFR Appendix E to Subpart E of part 763, "Interim Method for the Determination of Asbestos in Bulk Insulation Samples" and supplemented by EPA/600/R-93/116, July 1993 – "Method for the Determination of Asbestos in Bulk Building Materials." Analysis was initiated by a stereoscopic examination of the sample as received. Any obvious fractions were noted and samples of each fraction were mounted for polarized light microscopy in a 1.515 index liquid. When mounting samples, any fibrous material is thoroughly separated for optical measurements. Classification of suspected asbestos fibers is achieved by determining the morphology, isotropy, pleochroism, extinction angle, sign of elongation, birefringence and refractive indices. Concurrently, the relative abundance of any asbestos material, other fibers, fillers and binders is determined. Identification of non-asbestos material is not as rigorous as these are not the species of interest.

Quantities measured by calibrated visual estimates are determined by comparing areal coverage and thickness of various species present to reference material standards of known weight percent. The quantity "<1" is reported when asbestos events are observed but determined by calibrated visual estimate to be less than 1%.

Point count percentages are obtained by calculating the ratio of asbestos events counted to total number of particles counted. A minimum of 400 total points is counted over 8 or more preparations to establish statistical significance. The quantity of "<1" is reported when 1

ASBESTOS BULK MATERIAL ANALYSES: (continued)

to 3 asbestos events are detected within a minimum 400-point count or when asbestos events are observed but none are counted within a minimum 400-point count.

The overall uncertainty of asbestos analysis is determined in part by analyzing in-house reference material. Quantity measurements from in-house reference material can be used to determine the accuracy of asbestos quantifying methods. The following JMS accuracy values for critical asbestos quantities have been calculated:

Method	Quantity of Asbestos	Accuracy of Measurement
Point Count	1.0% - 10.0%	±2.0%
CVES	1% – 10%	±3%

When suspected asbestos fibers are observed, they are classified by measuring the following optical properties: refractive index, birefringence, extinction angle, pleochroism, isotropy, sign of elongation, and color. Fibers having optical properties consistent with predefined values are classified as asbestos.

The optical properties of the various forms of asbestos are as follows:

Amosite:	Straight thin single fibers and bundles of such fibers usually with cleanly broken ends on individual fibers; refractive indices of 1.664-1.686 and 1.687-1.729, birefringence 0.020-0.033 and parallel extinction.
Chrysotile:	Thin fibers and fiber bundles with both straight and wavy sections. The ends of bundles tend to be frayed. Indices are 1.529-1.559 and 1.537-1.576, birefringence of 0.004-0.016 and the fibers exhibit parallel extinction.
Anthophyllite:	Similar in morphology to amosite but refractive indices of 1.606-1.648 and 1.626-1.670, birefringence of 0.013-0.025 and extinction is parallel.
Crocidolite:	Similar in morphology to amosite but is distinguished by blue to blue-green pleochroic coloration and indices of 1.680-1.698 and 1.685-1.706. It is commonly referred to as blue asbestos.
Tremolite-Actinolite Series:	Transparent, elongated furrowed prisms, usually with uneven jagged ends and smooth sides, with oblique extinction and positive elongation; indices are 1.559-1.612 and 1.625-1.637. The two minerals are very similar chemically and grade into each other.

Attached with this section of the report are the analytical results of the bulk material samples.

JMS Environmental Associates, Ltd.
Westmont, Illinois

Bulk Sample Analysis for Asbestos Content

Client: St. Mary's Episcopal Church, Crystal Lake
Project Name: Tarpley House 210 McHenry Ave. Crystal Lake
Client Project Ref:

Project Number: J-25710
Work Order: 36043
Batch Number: 36148

				Asbestos Fibers (%)			Non-asbestos-Fibers (%)		
				% By Visual Estimate					
Log Number	Layer I.D.	Sample Identification	Sample Description	Chrys.	Amos.	Other	Cellulose	Fibrous Glass	Other
378688	--	25710-09-1501	Homogeneous Pink Friable Insulation	--	--	--	2	90	<1/Hair
378689	--	25710-09-1502	Homogeneous Grey Friable Insulation	--	--	--	<1	90+	--
378690	--	25710-09-1503	Heterogeneous Black/Tan Sheeting	--	--	--	85	3	--
378691	--	25710-09-1504	Homogeneous Brown Friable Insulation	--	--	--	90+	--	--
378692	--	25710-09-1505	Heterogeneous White/Grey/Tan Ceiling Tile	<1*	--	--	<1	75	--

Abbreviations:					
	Croc.	Crocidolite	Trem.	Tremolite	Synth.	Synthetic Fibers
	Anth.	Anthophyllite	Actin.	Actinolite	CaSil.	Calcium Silicates

Explanation: Percentages will not necessarily add up to 100%, with the balance being nonfibrous filler and binder materials.
Comments: * No local concentrations greater than 1% detected.

Analyst: Kirsten Bolda

Kirsten Bolda

Date: September 21, 2023

JMS Environmental Associates, Ltd.
Westmont, Illinois

Bulk Sample Analysis for Asbestos Content

Client: St. Mary's Episcopal Church, Crystal Lake
Project Name: Tarpley House 210 McHenry Ave. Crystal Lake
Client Project Ref:

Project Number: J-25710
Work Order: 36043
Batch Number: 36148

				Asbestos Fibers (%)			Nonasbestos-Fibers (%)		
				% By Visual Estimate					
Log Number	Layer I.D.	Sample Identification	Sample Description	Chrys.	Amos.	Other	Cellulose	Fibrous Glass	Other
378693	--	25710-09-1506	Heterogeneous White/Tan Ceiling Tile	--	--	--	90+	--	--
378694	--	25710-09-1507	Heterogeneous White/Grey/Tan Ceiling Tile	--	--	--	65	2	--
378695	--	25710-09-1508	Heterogeneous Black/Grey Vinyl Tile/Mastic	5*	--	--	<1	--	--
378696	--	25710-09-1509	Heterogeneous Black/White Vinyl Tile/Mastic	2*	--	--	<1	<1	--
378697	--	25710-09-1510	Heterogeneous White/Grey Plaster	--	--	--	<1	--	<1/Hair

Abbreviations:

Croc.	Crocidolite	Trem.	Tremolite	Synth.	Synthetic Fibers
Anth.	Anthophyllite	Actin.	Actinolite	CaSil.	Calcium Silicates

Explanation: Percentages will not necessarily add up to 100%, with the balance being nonfibrous filler and binder materials.
Comments:* Chrysotile was detected in the tile and mastic layers.

Analyst: Kirsten Bolda

Date: September 21, 2023

JMS Environmental Associates, Ltd.
Westmont, Illinois

Bulk Sample Analysis for Asbestos Content

Client: St. Mary's Episcopal Church, Crystal Lake
Project Name: Tarpley House 210 McHenry Ave. Crystal Lake
Client Project Ref:

Project Number: J-25710
Work Order: 36043
Batch Number: 36148

				Asbestos Fibers (%)			Nonasbestos-Fibers (%)		
				% By Visual Estimate					
Log Number	Layer I.D.	Sample Identification	Sample Description	Chrys.	Amos.	Other	Cellulose	Fibrous Glass	Other
378698	--	25710-09-1511	Heterogeneous White/Grey Plaster	--	--	--	2	--	--
378699	--	25710-09-1512	Homogeneous Yellow Friable Insulation	--	--	--	2	90	<1/Hair <1/Synth.
378700	--	25710-09-1513	Heterogeneous Black/Grey Vinyl Tile/Mastic	5*	--	--	2	--	--
378701	--	25710-09-1514	Heterogeneous Black/Beige Vinyl Tile/Mastic	3**	--	--	--	--	--
378702	--	25710-09-1515	Heterogeneous White Paint/Plaster	<1***	--	--	--	--	--

Abbreviations:

Croc.	Crocidolite	Trem.	Tremolite	Synth.	Synthetic Fibers
Anth.	Anthophyllite	Actin.	Actinolite	CaSil.	Calcium Silicates

Explanation: Percentages will not necessarily add up to 100%, with the balance being nonfibrous filler and binder materials.
Comments: * Chrysotile was detected in the tile layer. ** Chrysotile was detected in the tile and mastic layers. *** No local concentrations greater than 1% detected.

Analyst: Kirsten Bolda

Date: September 21, 2023

JMS Environmental Associates, Ltd.
Westmont, Illinois

Bulk Sample Analysis for Asbestos Content

Client: St. Mary's Episcopal Church, Crystal Lake
Project Name: Tarpley House 210 McHenry Ave. Crystal Lake
Client Project Ref:

Project Number: J-25710
Work Order: 36043
Batch Number: 36148

				Asbestos Fibers (%)			Nonasbestos-Fibers (%)		
				% By Visual Estimate					
Log Number	Layer I.D.	Sample Identification	Sample Description	Chrys.	Amos.	Other	Cellulose	Fibrous Glass	Other
378703	--	25710-09-1516	Heterogeneous Light Blue/Black/White Sheeting	--	--	--	2	--	--
378704	--	25710-09-1517	Heterogeneous Black/Beige Vinyl Tile/Mastic	3*	--	--	<1	--	--
378705	--	25710-09-1518	Homogeneous Black Petroleum Based	3	--	--	--	--	2/Synth.
378706	--	25710-09-1519	Heterogeneous Tan/Grey Sheeting	--	--	--	20	3	10/Synth.
378707	--	25710-09-1520	Heterogeneous Black/Tan Friable Insulation	2	--	--	90+	--	--

Abbreviations:					
	Croc.	Crocidolite	Trem.	Tremolite	Synth.	Synthetic Fibers
	Anth.	Anthophyllite	Actin.	Actinolite	CaSil.	Calcium Silicates

Explanation: Percentages will not necessarily add up to 100%, with the balance being nonfibrous filler and binder materials.
Comments: * Chrysotile was detected in the tile and mastic layers.

Analyst: Kirsten Bolda

Date: September 21, 2023

JMS Environmental Associates, Ltd.
Westmont, Illinois

Bulk Sample Analysis for Asbestos Content

Client: St. Mary's Episcopal Church, Crystal Lake
Project Name: Tarpley House 210 McHenry Ave. Crystal Lake
Client Project Ref:

Project Number: J-25710
Work Order: 36043
Batch Number: 36148

				Asbestos Fibers (%)			Nonasbestos-Fibers (%)		
				% By Visual Estimate					
Log Number	Layer I.D.	Sample Identification	Sample Description	Chrys.	Amos.	Other	Cellulose	Fibrous Glass	Other
378708	--	25710-09-1521	Heterogeneous Black/Brown Vinyl Tile/Mastic	<1*	--	--	<1	--	--
378709	--	25710-09-1522	Heterogeneous White/Tan Paint	--	--	--	<1	--	--
378710	--	25710-09-1523	Heterogeneous White/Tan Paint	---NON-FIBROUS---					
378711	--	25710-09-1524	Heterogeneous Black/Tan Vinyl Tile/Mastic	2**	--	--	--	--	--
378712	--	25710-09-1525	Heterogeneous Black/Grey Vinyl Tile/Mastic	3***	--	--	<1	--	--

Abbreviations:

Croc.	Crocidolite	Trem.	Tremolite	Synth.	Synthetic Fibers
Anth.	Anthophyllite	Actin.	Actinolite	CaSil.	Calcium Silicates

Explanation: Percentages will not necessarily add up to 100%, with the balance being nonfibrous filler and binder materials.
Comments: *Chrysotile was detected in the black mastic layer with a local concentration greater than 1%. **Chrysotile was detected in the tile layer.
***Chrysotile was detected in the tile and mastic layers.

Analyst: Kirsten Bolda

Kirsten Bolda

Date: September 21, 2023

JMS Environmental Associates, Ltd.
Westmont, Illinois

Bulk Sample Analysis For Asbestos Content

Client: St. Mary's Episcopal Church, Crystal Lake
Project Name: Tarpley House 210 McHenry Ave. Crystal Lake
Client Project Ref:

Project Number: J-25710
Work Order: 36043
Batch Number: 36148

				Asbestos Fibers (%)			Nonasbestos-Fibers (%)		
				% By Visual Estimate					
Log Number	Layer I.D.	Sample Identification	Sample Description	Chrys.	Amos.	Other	Cellulose	Fibrous Glass	Other
378713	--	25710-09-1526	Heterogeneous White/Grey Plaster	--	--	--	--	--	5/CaSil.
378714	--	25710-09-1527	Heterogeneous Grey Friable Insulation	50	--	--	3	--	--
378715	--	25710-09-1528	Heterogeneous Grey Friable Insulation	55	--	--	3	--	--
378716	--	25710-09-1529	Heterogeneous White/Grey Friable Insulation	10	1.5	--	--	<1	--
378717	--	25710-09-1530	Heterogeneous White Caulk	--	--	--	2	--	--

Abbreviations:

Croc.	Crocidolite	Trem.	Tremolite	Synth.	Synthetic Fibers
Anth.	Anthophyllite	Actin.	Actinolite	CaSil.	Calcium Silicates

Explanation: Percentages will not necessarily add up to 100%, with the balance being nonfibrous filler and binder materials.
Comments:

Analyst: Kirsten Bolda

Date: September 21, 2023

JMS Environmental Associates, Ltd.
Westmont, Illinois

Bulk Sample Analysis For Asbestos Content

Client: St. Mary's Episcopal Church, Crystal Lake
Project Name: Tarpley House 210 McHenry Ave. Crystal Lake
Client Project Ref:

Project Number: J-25710
Work Order: 36043
Batch Number: 36148

				Asbestos Fibers (%)			Nonasbestos-Fibers (%)		
				% By Visual Estimate					
Log Number	Layer I.D.	Sample Identification	Sample Description	Chrys.	Amos.	Other	Cellulose	Fibrous Glass	Other
378718	--	25710-09-1531	Heterogeneous White/Black Petroleum Based	--	--	--	--	3	15/Synth.
378719	--	25710-09-1532	Heterogeneous White/Grey Caulk	---NON-FIBROUS---					
378720	--	25710-09-1533	Homogeneous Black Petroleum Based	--	--	--	2	5	--
378721	--	25710-09-1534	Heterogeneous Black/Grey Petroleum Based	--	--	--	--	10	--
378722	--	25710-09-1535	Heterogeneous Black/Brown Petroleum Based	--	--	--	--	5	--

Abbreviations:

Croc.	Crocidolite	Trem.	Tremolite	Synth.	Synthetic Fibers
Anth.	Anthophyllite	Actin.	Actinolite	CaSil.	Calcium Silicates

Explanation: Percentages will not necessarily add up to 100%, with the balance being nonfibrous filler and binder materials.
Comments:

Analyst: Kirsten Bolda

Date: September 21, 2023

JMS Environmental Associates, Ltd.
Westmont, Illinois

Bulk Sample Analysis For Asbestos Content

Client: St. Mary's Episcopal Church, Crystal Lake
Project Name: Tarpley House 210 McHenry Ave. Crystal Lake
Client Project Ref:

Project Number: J-25710
Work Order: 36043
Batch Number: 36148

				Asbestos Fibers (%)			Nonasbestos-Fibers (%)		
				% By Visual Estimate					
Log Number	Layer I.D.	Sample Identification	Sample Description	Chrys.	Amos.	Other	Cellulose	Fibrous Glass	Other
378723	--	25710-09-1536	Heterogeneous White Caulk	---NON-FIBROUS---					
378724	--	25710-09-1537	Homogeneous Black Sheeting	--	--	--	5	<1	--
378725	--	25710-09-1538	Heterogeneous Black/Tan Sheeting	--	--	--	90+	--	--

Abbreviations:					
	Croc.	Crocidolite	Trem.	Tremolite	Synth.	Synthetic Fibers
	Anth.	Anthophyllite	Actin.	Actinolite	CaSil.	Calcium Silicates

Explanation: Percentages will not necessarily add up to 100%, with the balance being nonfibrous filler and binder materials.
Comments:

Analyst: Kirsten Bolda

Date: September 21, 2023

JMS Environmental Associates, Ltd.

816 Burr Oak Drive ● Westmont, Illinois 60559 ● Tel: (630) 655-8500 ● Fax: (630) 655-8724

JMS

October 4, 2023

St. Mary's Episcopal Church, Crystal Lake
210 McHenry Avenue
Crystal Lake, IL 60014

Attn: Catherine Williams

JMS Project: 25710
JMS Batch: 36148

Re: Bulk Asbestos Analyses of sample(s) received 9/15/2023
Tarpley House 210 McHenry Ave., Crystal Lake

Dear Ms. Williams,

This report[1,2] summarizes the results[3] of the analysis of bulk material for asbestos performed by JMS Environmental Associates, Ltd. for St. Mary's Episcopal Church, Crystal Lake. A detailed analysis report has been included for your review.

The U.S.E.P.A defines a material as asbestos containing if the concentration of asbestos fibers is greater than 1% by weight. If the quantity of asbestos is determined to be <10% by visual estimate, the owner or operator may (1) elect to assume the amount of asbestos to be greater than 1% and treat the material as asbestos containing material or (2) request verification by point counting technique. If a result obtained by point count is different from a result obtained by visual estimation, the point count result will be used.

These sample(s) will be discarded after 3 months of their receipt unless instructed otherwise.

Should you require further assistance regarding this matter, the staff at JMS Environmental Associates, Ltd. is experienced and licensed in all aspects of asbestos consulting. If you have any questions regarding this report, please do not hesitate to contact us at JMS Environmental Associates, Ltd.

Respectfully submitted,

JMS ENVIRONMENTAL ASSOCIATES, LTD.

Robert J. Dal Santo
Analytical Services Manager

[1] This report shall not be reproduced except in full, without the written approval of the laboratory.
[2] This report must not be used to claim product endorsement by an accrediting organization or any other agency of the U.S. Government.
[3] Results relate only to the items tested.

ASBESTOS BULK MATERIAL ANALYSES:

This part of the report covers the results of bulk material analyses that JMS Environmental Associates, Ltd. conducted for St. Mary's Episcopal Church, Crystal Lake. The information that is presented in this report is representative of the sample(s) submitted to JMS Environmental Associates, Ltd.

The attached information tabulates the quantities of fibrous material found in each sample. The numbers will not necessarily add up to 100%, with the balance being filler and binder materials. The symbol (--) indicates not detected. A sample labeled heterogeneous indicates the possibility of significantly higher local concentrations than the averaged value reported. If the average asbestos content of a heterogeneous (multi-layered) sample is less than or equal to 1%, but greater than none detected (--), additional analysis by separate layers will be necessary to ensure that no layer in the sample contains greater than one percent asbestos.

Vinyl floor tiles may contain thin fibers <0.25 μm in diameter that are below the resolution of the polarized light microscope (PLM). The U.S.E.P.A. recommends that vinyl floor tiles analyzed by PLM in which asbestos is not detected or detected in quantities less than or equal to 1% be verified by transmission electron microscopy (TEM). Fed. Reg. Vol. 59, No. 146, 8/1/94, p. 38970-38971.

Sample analysis has been performed in accordance with the United States Environmental Protection Agency's 40 CFR Appendix E to Subpart E of part 763, "Interim Method for the Determination of Asbestos in Bulk Insulation Samples" and supplemented by EPA/600/R-93/116, July 1993 – "Method for the Determination of Asbestos in Bulk Building Materials." Analysis was initiated by a stereoscopic examination of the sample as received. Any obvious fractions were noted and samples of each fraction were mounted for polarized light microscopy in a 1.515 index liquid. When mounting samples, any fibrous material is thoroughly separated for optical measurements. Classification of suspected asbestos fibers is achieved by determining the morphology, isotropy, pleochroism, extinction angle, sign of elongation, birefringence and refractive indices. Concurrently, the relative abundance of any asbestos material, other fibers, fillers and binders is determined. Identification of non-asbestos material is not as rigorous as these are not the species of interest.

Quantities measured by calibrated visual estimates are determined by comparing areal coverage and thickness of various species present to reference material standards of known weight percent. The quantity "<1" is reported when asbestos events are observed but determined by calibrated visual estimate to be less than 1%.

Point count percentages are obtained by calculating the ratio of asbestos events counted to total number of particles counted. A minimum of 400 total points is counted over 8 or more preparations to establish statistical significance. The quantity of "<1" is reported when 1

ASBESTOS BULK MATERIAL ANALYSES: (continued)

to 3 asbestos events are detected within a minimum 400-point count or when asbestos events are observed but none are counted within a minimum 400-point count.

The overall uncertainty of asbestos analysis is determined in part by analyzing in-house reference material. Quantity measurements from in-house reference material can be used to determine the accuracy of asbestos quantifying methods. The following JMS accuracy values for critical asbestos quantities have been calculated:

Method	Quantity of Asbestos	Accuracy of Measurement
Point Count	1.0% - 10.0%	±2.0%
CVES	1% – 10%	±3%

When suspected asbestos fibers are observed, they are classified by measuring the following optical properties: refractive index, birefringence, extinction angle, pleochroism, isotropy, sign of elongation, and color. Fibers having optical properties consistent with predefined values are classified as asbestos.

The optical properties of the various forms of asbestos are as follows:

Amosite:	Straight thin single fibers and bundles of such fibers usually with cleanly broken ends on individual fibers; refractive indices of 1.664-1.686 and 1.687-1.729, birefringence 0.020-0.033 and parallel extinction.
Chrysotile:	Thin fibers and fiber bundles with both straight and wavy sections. The ends of bundles tend to be frayed. Indices are 1.529-1.559 and 1.537-1.576, birefringence of 0.004-0.016 and the fibers exhibit parallel extinction.
Anthophyllite:	Similar in morphology to amosite but refractive indices of 1.606-1.648 and 1.626-1.670, birefringence of 0.013-0.025 and extinction is parallel.
Crocidolite:	Similar in morphology to amosite but is distinguished by blue to blue-green pleochroic coloration and indices of 1.680-1.698 and 1.685-1.706. It is commonly referred to as blue asbestos.
Tremolite-Actinolite Series:	Transparent, elongated furrowed prisms, usually with uneven jagged ends and smooth sides, with oblique extinction and positive elongation; indices are 1.559-1.612 and 1.625-1.637. The two minerals are very similar chemically and grade into each other.

Attached with this section of the report are the analytical results of the bulk material samples.

JMS Environmental Associates, Ltd.
Westmont, Illinois
Quantitation By Point Count For Bulk Asbestos Content

Client: St. Mary's Episcopal Church, Crystal Lake
Project Name: Tarpley House 210 McHenry Ave. Crystal Lake
Client Project Ref:

Project Number: J-25710
Work Order: 36043
Batch Number: 36148

				Asbestos Fibers (%)			Nonasbestos-Fibers (%)		
				% By Point Count					
Log Number	Layer I.D.	Sample Identification	Sample Description	Chrys.	Amos.	Other	Cellulose	Fibrous Glass	Other
378692	--	25710-09-1505	Heterogeneous* White/Grey/Tan Ceiling Tile	0.7	--	--	<1	75	--
378702	--	25710-09-1515	Heterogeneous* White Paint/Plaster	--**	--	--	--	--	--

Abbreviations:

Croc.	Crocidolite	Trem.	Tremolite	Synth.	Synthetic Fibers
Anth.	Anthophyllite	Actin.	Actinolite	CaSil.	Calcium Silicates

Explanation: Percentages will not necessarily add up to 100%, with the balance being nonfibrous filler and binder materials.
Comments: *Sample was homogenized prior to point count per client request. ** Chrysotile asbestos events observed but not detected by point count.

Analyst: Kirsten Bolda

Date: October 4, 2023

LABORATORY ACCREDITATION

United States Department of Commerce
National Institute of Standards and Technology

Certificate of Accreditation to ISO/IEC 17025:2017

NVLAP LAB CODE: 102012-0

JMS Environmental Associates, Ltd.

Westmont, IL

is accredited by the National Voluntary Laboratory Accreditation Program for specific services, listed on the Scope of Accreditation, for:

Asbestos Fiber Analysis

This laboratory is accredited in accordance with the recognized International Standard ISO/IEC 17025:2017. This accreditation demonstrates technical competence for a defined scope and the operation of a laboratory quality management system (refer to joint ISO-ILAC-IAF Communique dated January 2009).

2023-04-01 through 2024-03-31

Effective Dates

For the National Voluntary Laboratory Accreditation Program

National Voluntary Laboratory Accreditation Program

SCOPE OF ACCREDITATION TO ISO/IEC 17025:2017

JMS Environmental Associates, Ltd.
816 Burr Oak Drive
Westmont, IL 60559
Mr. John Aschbacher
Phone: 630-655-8500 Fax: 630-655-8724
Email: jaschbacher@jmsenviro.com
http://www.jmsenviro.com

ASBESTOS FIBER ANALYSIS **NVLAP LAB CODE 102012-0**

Bulk Asbestos Analysis

Code	*Description*
18/A01	EPA -- 40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples
18/A03	EPA 600/R-93/116: Method for the Determination of Asbestos in Bulk Building Materials

For the National Voluntary Laboratory Accreditation Program

UNITED STATES DEPARTMENT OF COMMERCE
National Institute of Standards and Technology
Gaithersburg, Maryland 20899

March 24, 2023

John Aschbacher
JMS Environmental Associates, Ltd.
816 Burr Oak Drive
Westmont, IL 60559

NVLAP Lab Code: 102012-0

Dear Mr. Aschbacher,

Thank you for continuing your accreditation for Asbestos Fiber Analysis under the National Voluntary Laboratory Accreditation Program (NVLAP). This accreditation is effective until March 31, 2024, provided that your laboratory continues to comply with the accreditation requirements contained in the NVLAP Procedures.

Your updated accreditation documents are enclosed. You may reproduce these documents in their entirety and use the NVLAP symbol and/or term to reference your accredited status in accordance with the requirements published in NIST Handbook 150, 1.8. Accreditation does not relieve your laboratory from observing and complying with any applicable existing laws and/or regulations.

We are pleased to have you participate in NVLAP and look forward to your continued association with this program. If you have any questions concerning your NVLAP accreditation, please direct them to Shelby Conyers, Program Manager, Laboratory Accreditation Program, National Institute of Standards and Technology, 100 Bureau Dr. Stop 2140, Gaithersburg, MD 20899-2140; .

Sincerely,

Dana S. Leaman, Chief
National Voluntary Laboratory Accreditation Program

INSPECTOR LICENSING

IDPH
ILLINOIS DEPARTMENT OF PUBLIC HEALTH

525-535 West Jefferson Street • Springfield, Illinois 62761-0001 • www.dph.illinois.gov

JOSEPH R STERNER
1319 W DOWNER PLACE
AURORA, IL 60506

2/10/2023

ASBESTOS PROFESSIONAL LICENSE ID NUMBER: 19790

Enclosed is your Asbestos Professional License. Please note the expiration date on the card and in the image depicted below.

COPY OF THE ASBESTOS PROFESSIONAL LICENSE

Front of License

IDPH

ASBESTOS PROFESSIONAL LICENSE

ID NUMBER	ISSUED	EXPIRES
100 - 19790	**2/10/2023**	**05/15/2024**

JOSEPH R STERNER
1319 W DOWNER PLACE
AURORA, IL 60506
Environmental Health



Back of License

ENDORSEMENTS	TC EXPIRES
INSPECTOR	11/11/2023
PROJECT MANAGER	8/11/2023
AIR SAMPLING PROFESSIONAL	

Alteration of this license shall result in legal action
This license issued under authority of the State of Illinois Department of Public Health
This license is valid only when accompanied by a valid training course certificate.

If you have any questions or need further assistance, contact the Asbestos Program at (217)782-3517 or fax (217)785-5897.

Our WEB address is: dph.illinois.gov/topics-services/environmental-health-protection/asbestos
EMAIL Address: dph.asbestos@illinois.gov

7233 S. Adams Street | Willowbrook, IL 60527
(630) 655-3900 | www.otssafety.com

2022

OCCUPATIONAL TRAINING & SUPPLY, INC.

Asbestos Building Inspector Refresher

Occupational Training & Supply, Inc. certifies that

Joseph Richard Sterner

has successfully completed the Asbestos Building Inspector Refresher course and has passed the competency exam with a minimum score of 70%. The course is accredited by the Illinois Department of Public Health and Indiana Department of Environmental Management for purposes of accreditation in accordance with EPA 40 CFR 763, Asbestos Hazard Emergency response Act (AHERA) and TSCA Title II.

Course Date: 11/11/2022

Exam Date: 11/11/2022

Expiration Date: 11/11/2023

Certificate Number: BIR2211113656

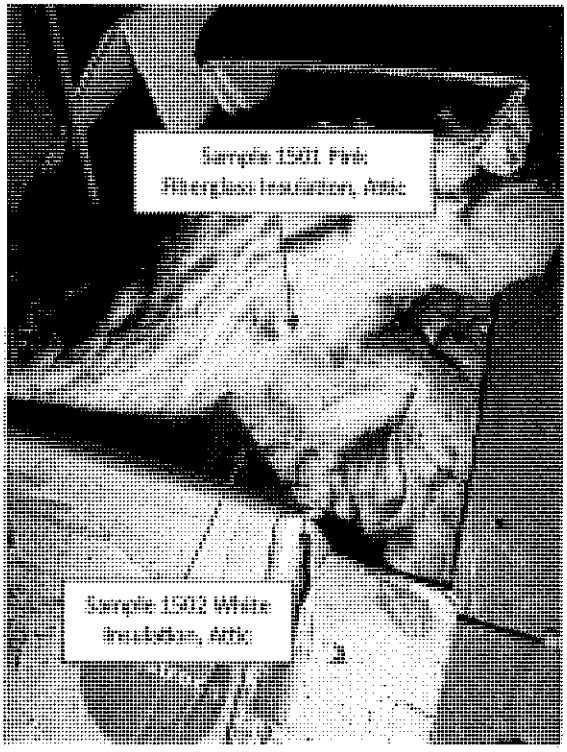
Kathy DeSalvo

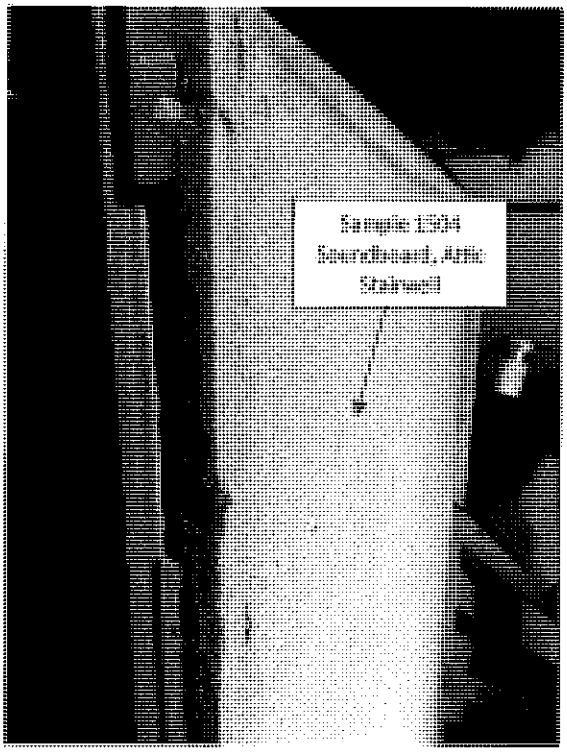
Kathy DeSalvo, Director

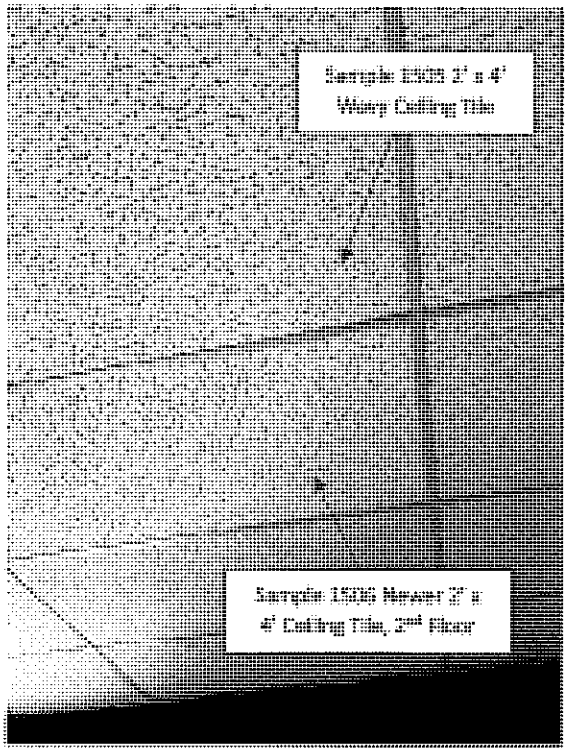
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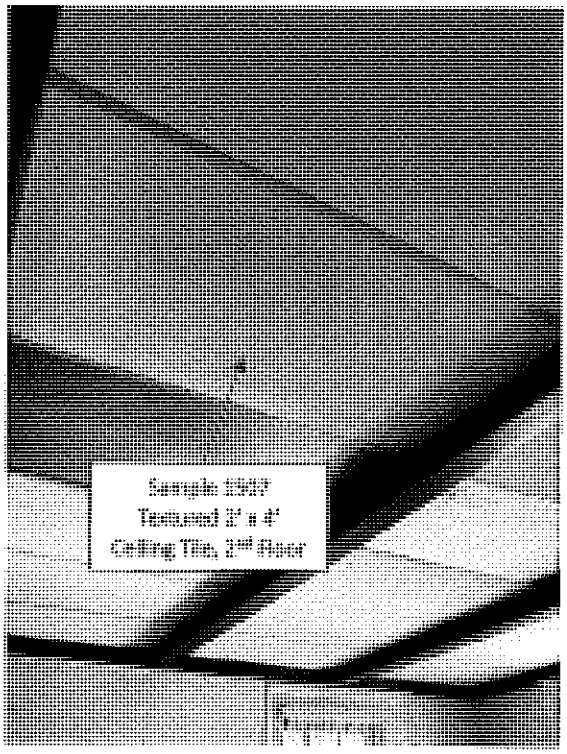
J25710

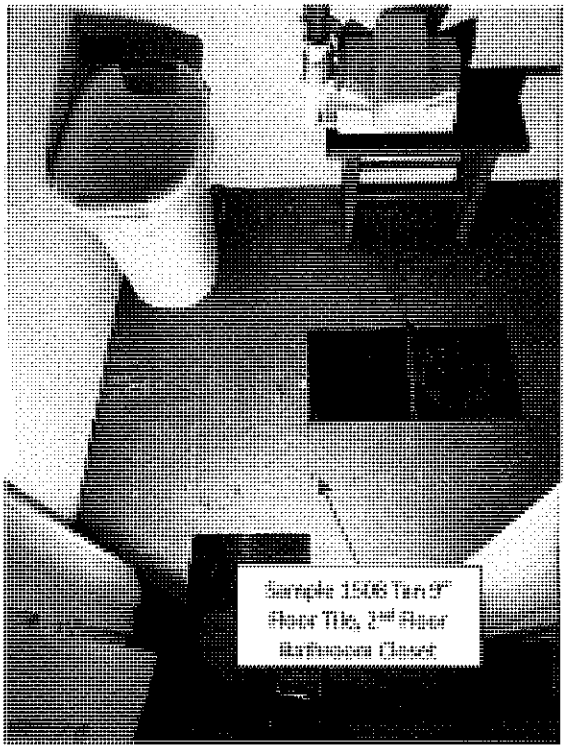
210 McHenry Ave Inspection Photos

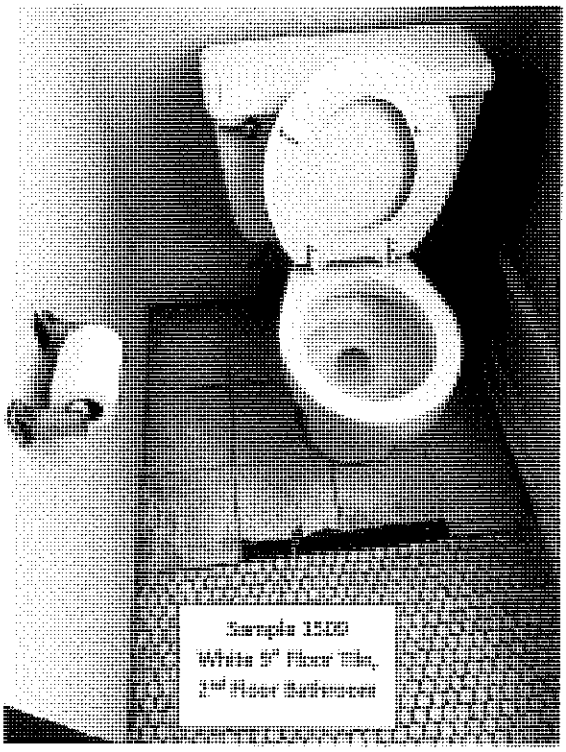


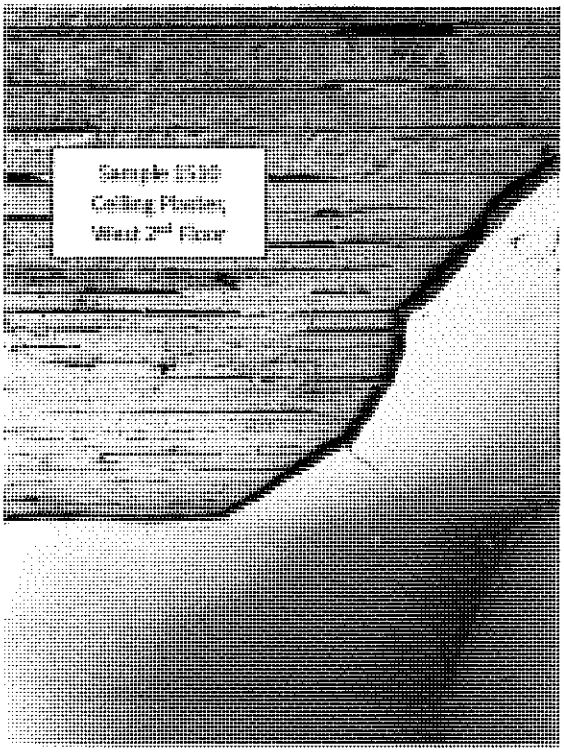


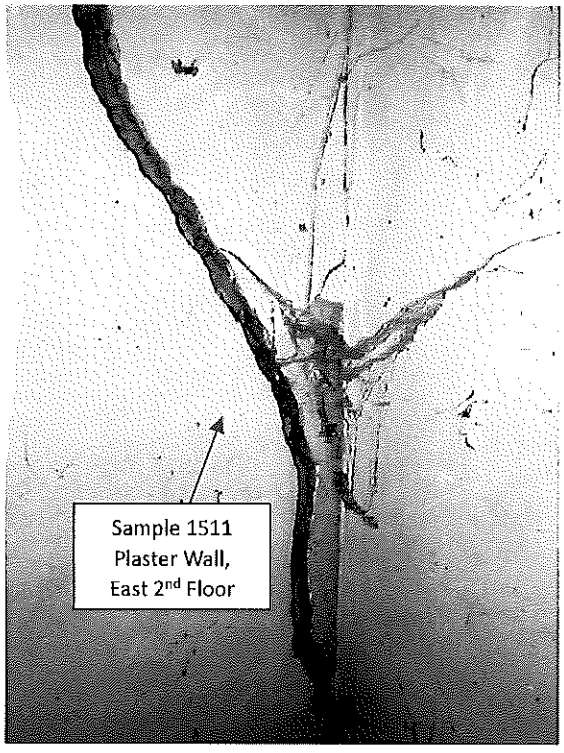


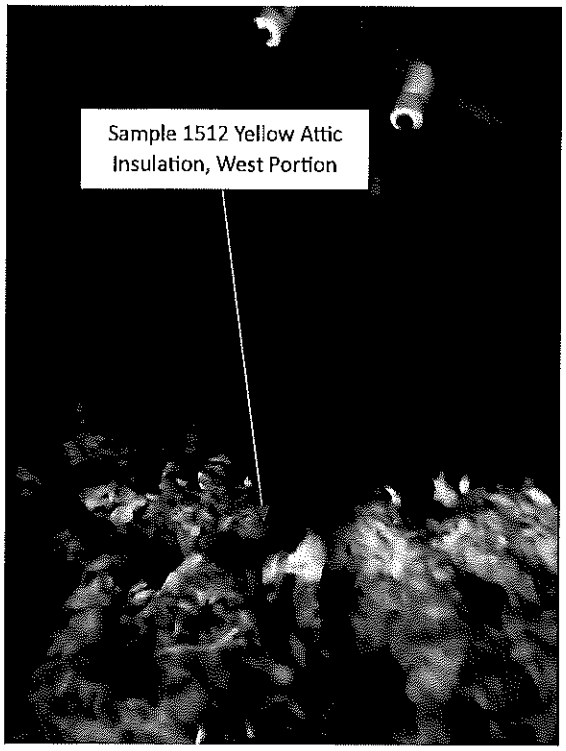


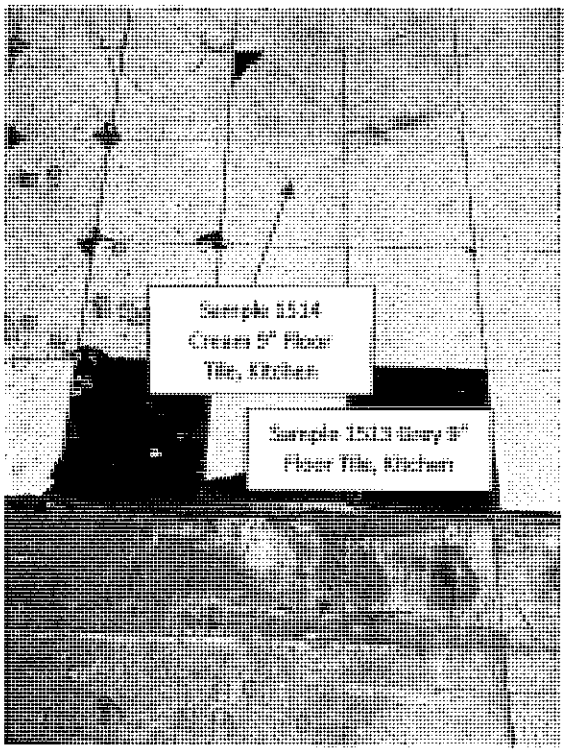

Sample 1508 Tan 9"
Floor Tile, 2nd Floor
Bathroom Closet

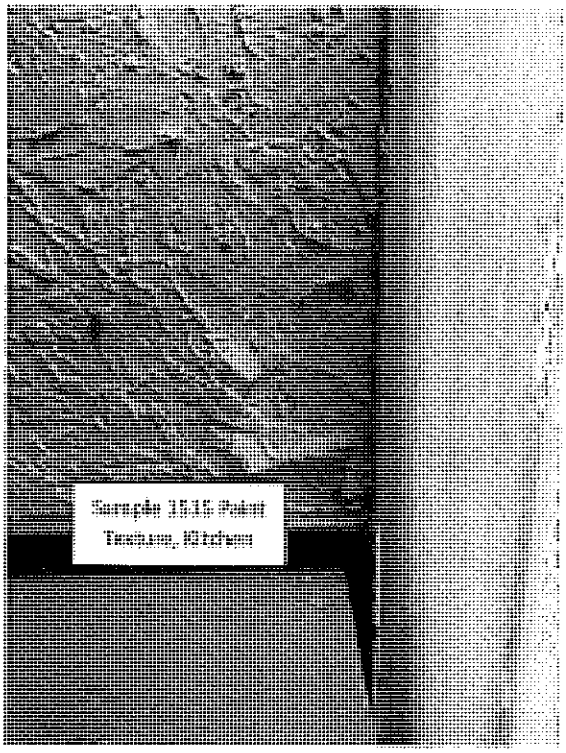

Sample 1509
White 9" Floor Tile,
1st Floor Bathroom

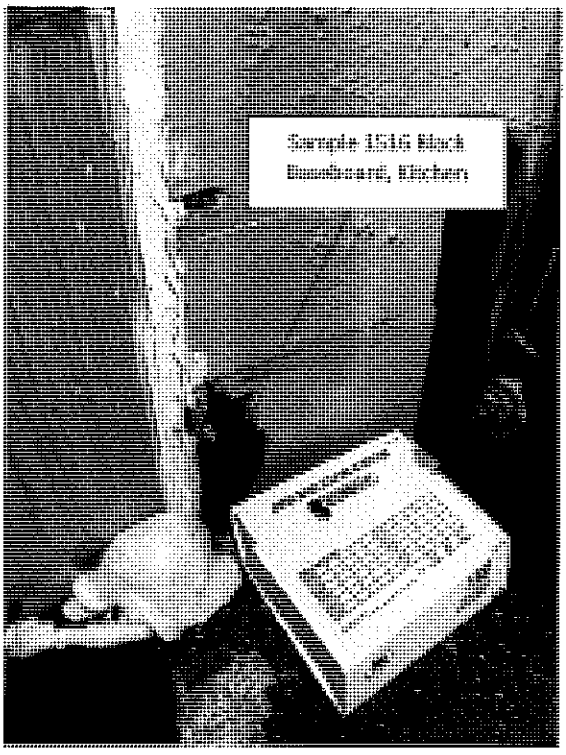

Sample 1510
Ceiling Plaster,
West 2nd Floor

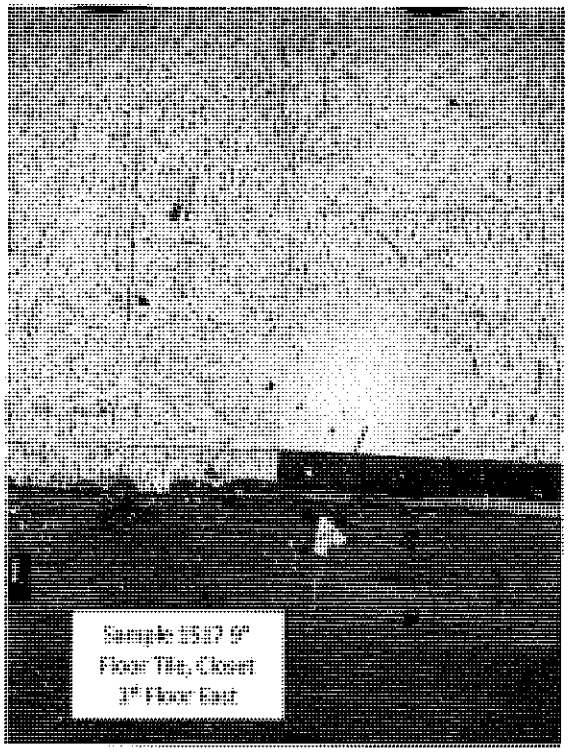

Sample 1511
Plaster Wall,
East 2nd Floor

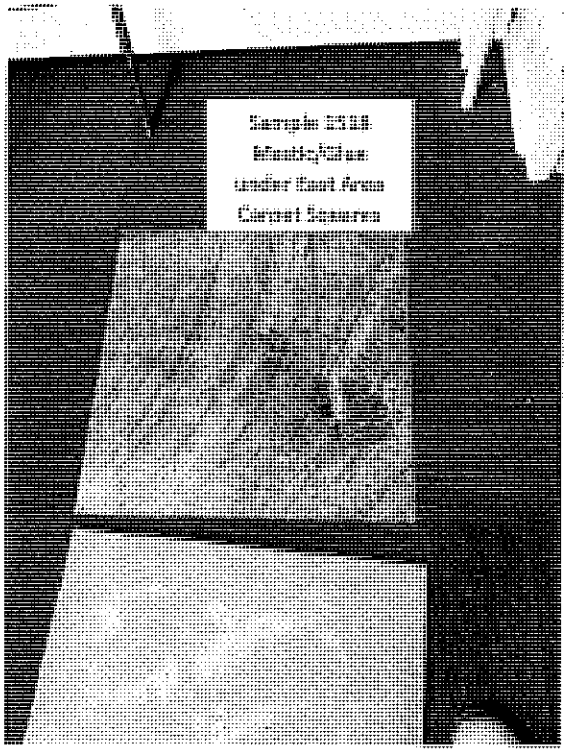

Sample 1512 Yellow Attic
Insulation, West Portion

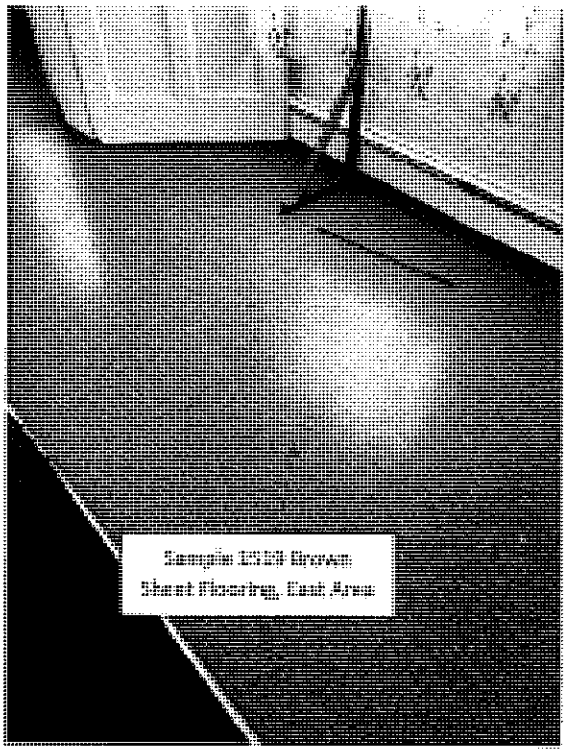

Sample 1514
Cream 9" Floor
Tile, Kitchen
Sample 1513 Grey 9"
Floor Tile, Kitchen

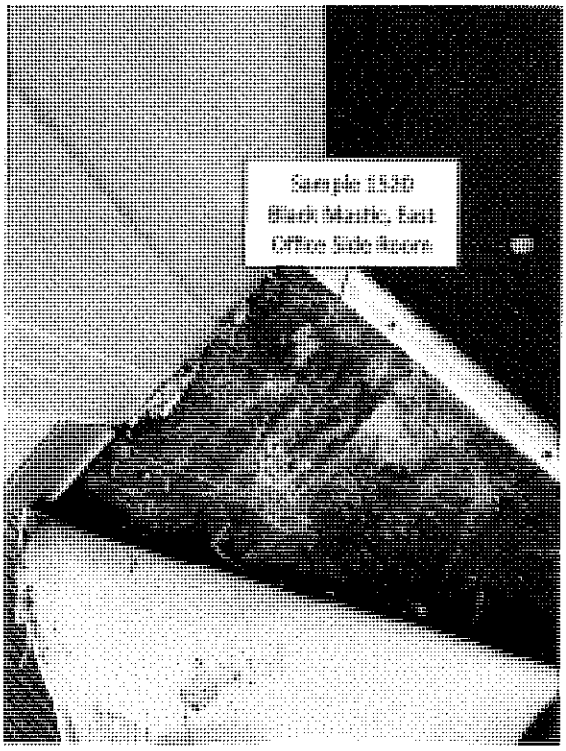

Sample 1515 Paint
Texture, Kitchen

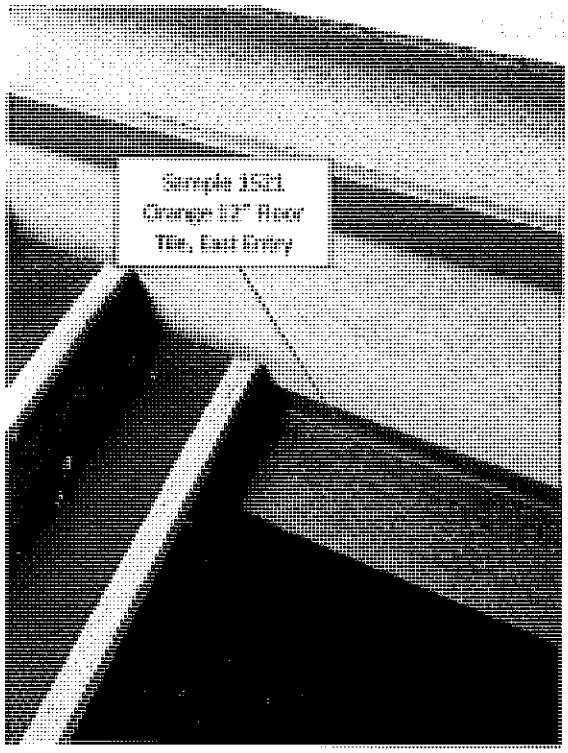

Sample 1516 Black
Baseboard, Kitchen

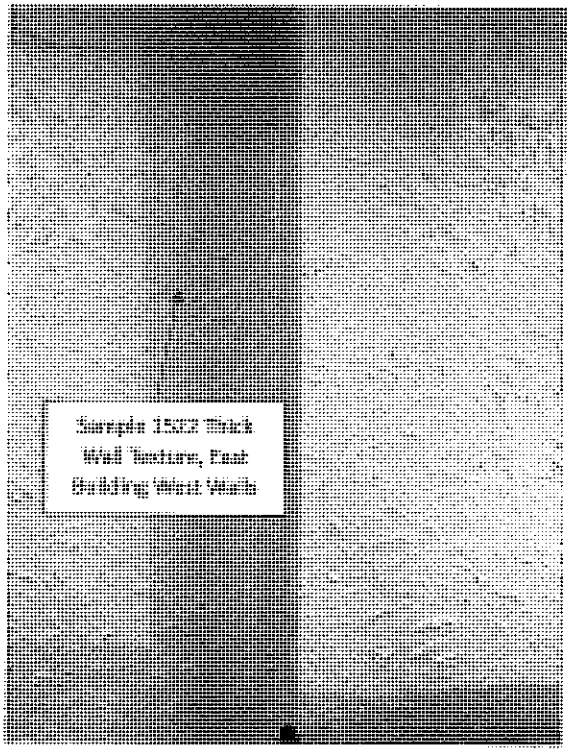

Sample 1537 9"
Floor Tile, Closet
1st Floor East

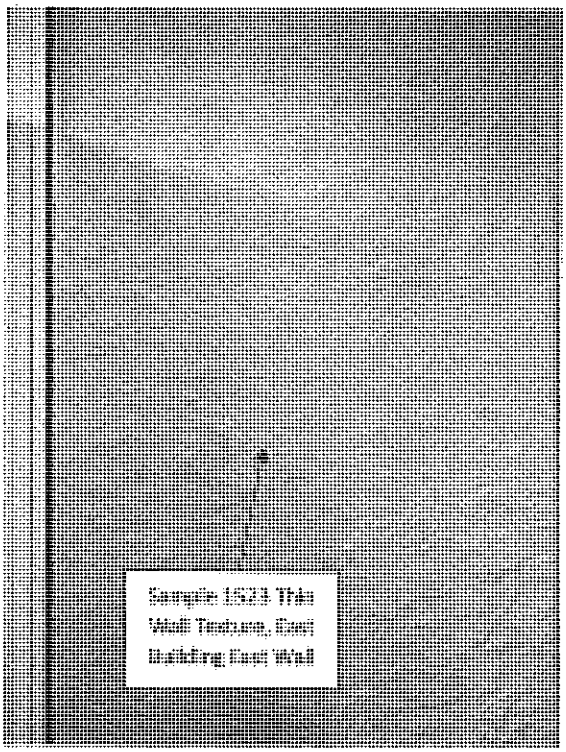

Sample 1538
Mastic/Glue
under East Area
Carpet Squares

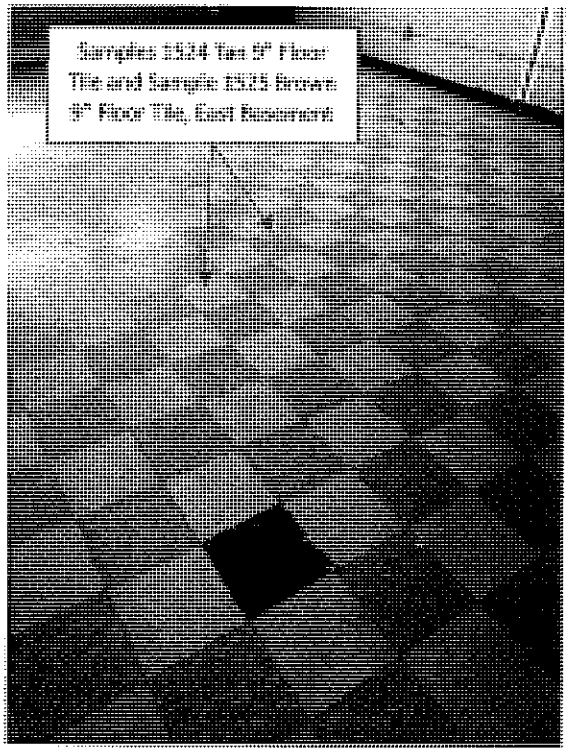

Sample 1539 Brown
Sheet Flooring, East Area

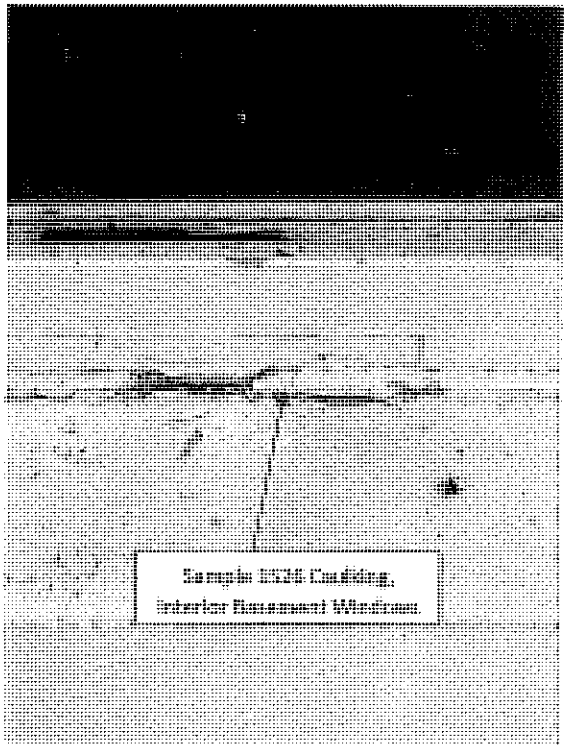

Sample 1540
Black Mastic, East
Office Side Room

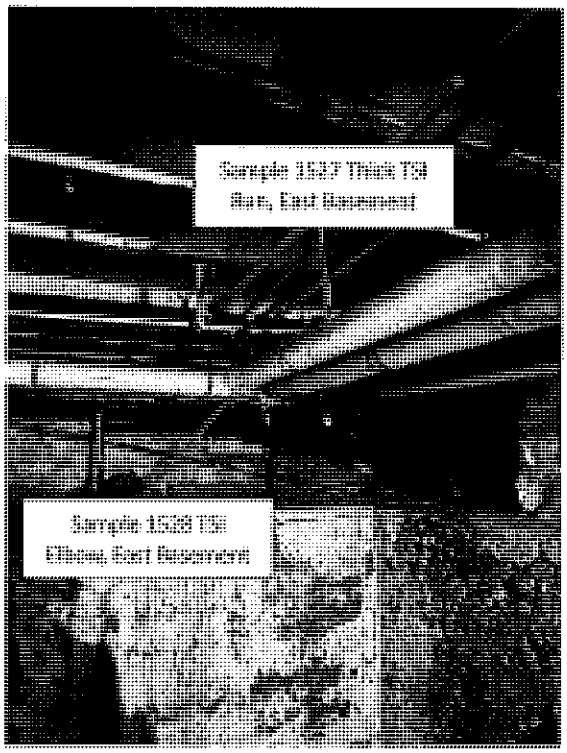

Sample 1521
Orange 12" Floor
Tile, East Entry

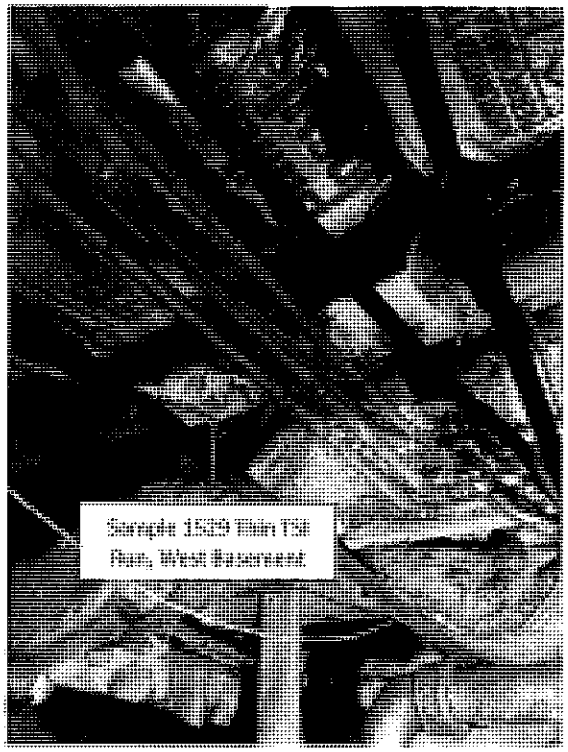

Sample 1522 Thick
Wall Texture, East
Building West Walls

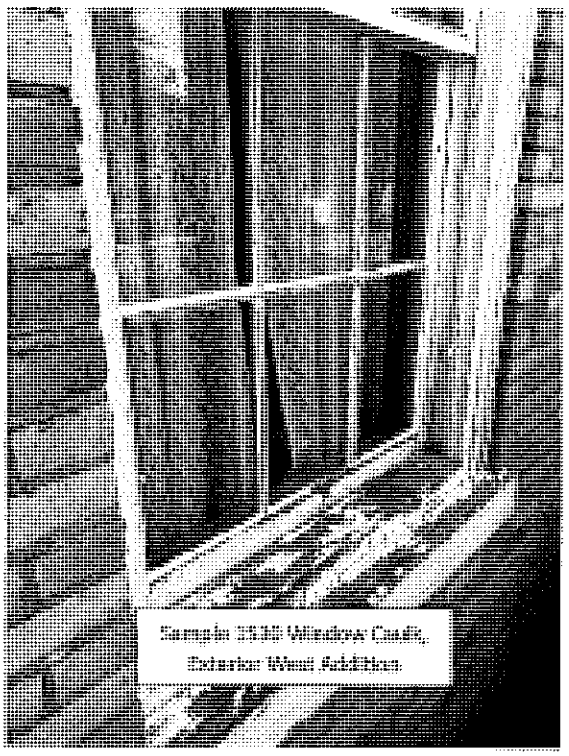

Sample 1523 Thin
Wall Texture, East
Building East Wall

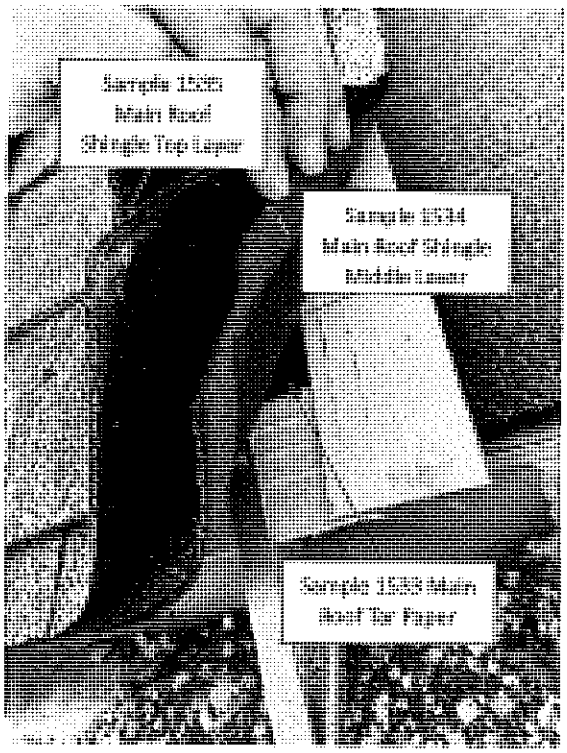

Samples 1524 Tan 9" Floor
Tile and Sample 1525 Brown
9" Floor Tile, East Basement

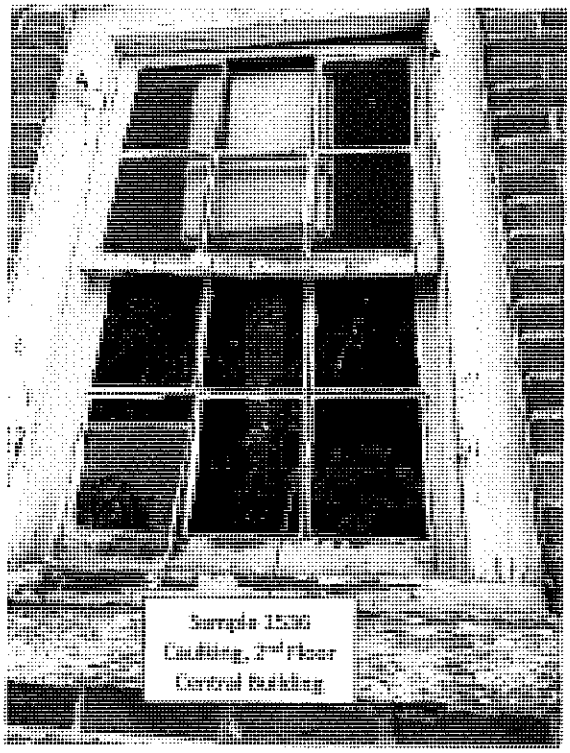

Sample 1536 Caulking,
Interior Basement Windows

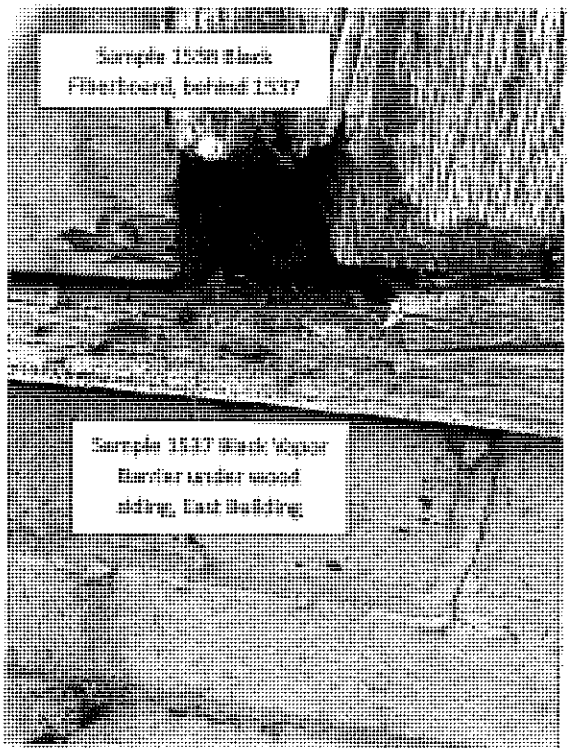

Sample 1537 Thick TSI
Run, East Basement
Sample 1538 TSI
Elbow, East Basement


Sample 1539 Thin TSI
Run, West Basement


Sample 1540 Window Caulk,
Exterior West Addition


Sample 1535
Main Roof
Shingle Top Layer
Sample 1534
Main Roof Shingle
Middle Layer
Sample 1533 Main
Roof Tar Paper


Sample 1536
Cladding, 2nd Floor
Central Building


Sample 1538 Black
Fiberboard, behind 1537
Sample 1537 Black Vapor
Barrier under wood
siding, East Building

Agenda Item No: 13

City Council
Agenda Supplement

Meeting Date: December 2, 2025

Item: 213 Lake Shore Drive – Purchase and Sale Agreement

Staff Recommendation: Motion to adopt a Resolution authorizing the City Manager to execute the Purchase and Sale Agreement for 213 Lake Shore Drive with Habitat for Humanity of Northern Fox Valley.

Staff Contact: Kathryn Cowlin, Director of Community Development

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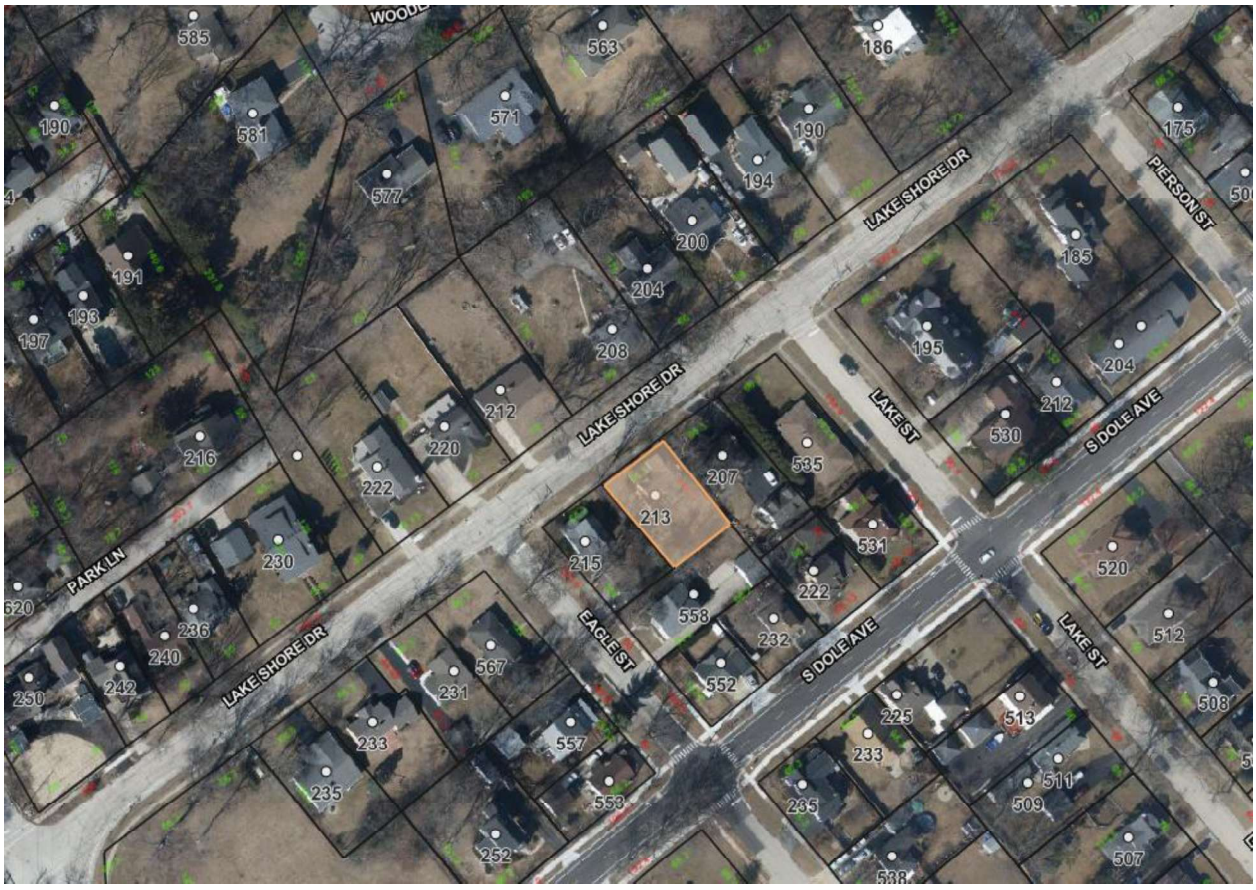
Background:
The City acquired 213 Lake Shore Drive through abandonment proceedings with the McHenry County Circuit Court. The property was vacant and not being maintained. As the City is not an entity that manages single-family homes, it is in the best interest of the City to sell the property.

The proposed purchase and sale agreement allows the sale of the property as-is. The property sale would cover the expenses the City incurred related to property maintenance and acquisition of the property, which are $19,000. In addition, the proposed agreement provides requirements that within 12 months of the closing date the home will be repaired and made available for a family.

Special Legal Counsel Victor Filippini has reviewed and approved the proposed agreement.

Votes Required to Pass:
Simple Majority.

PIQ
213 Lake Shore Drive



DRAFT

RESOLUTION

WHEREAS, the City took possession of 213 Lake Shore Drive, Crystal Lake, Illinois 60014 through abandonment proceedings; and

WHEREAS, the City desires for the property to be repaired and made available to a family for occupancy as a home; and

WHEREAS, Habitat for Humanity of Northern Fox Valley has the resources to repair the structure and place a family within the home.

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 the Purchase and Sale Agreement and other documentation between the CITY OF CRYSTAL LAKE and HABITAT FOR HUMANITY OF NORTHERN FOX VALLEY for purposes of selling the property located at 213 Lake Shore Drive.

DATED this 2nd day of December, 2025.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: December 2, 2025
APPROVED: December 2, 2025
4898-0817-0364, v. 2

DRAFT

10/1/2025 Revision

PURCHASE AND SALE AGREEMENT
(213 Lake Shore Drive, Crystal Lake IL 60014)

THIS PURCHASE AND SALE AGREEMENT (the "***Agreement***"), dated as of the ___ day of _____, 2025 (the "***Effective Date***"), is made by and between Habitat for Humanity of Northern Fox Valley, an Illinois not-for-profit corporation ("***Purchaser***"), and the City of Crystal Lake, an Illinois home rule municipal corporation (the "***Seller***"). (Purchaser and the Seller are sometimes referred individually as a "***Party***" or collectively as the "***Parties***".)

FOR AND IN CONSIDERATION OF the mutual promises and covenants hereinafter set forth, as well as other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the Parties agree as follows:

SECTION 1: RECITALS.

A. The residential property commonly known as 213 Lake Shore Drive, Crystal Lake, Illinois 60014 (the "***Property***"),which is legally described in **Exhibit A** to this Agreement, had been abandoned and delinquent in its water bill payments.

B. Seller has acquired title to the Property as a result of such abandonment and delinquency.

C. The Property is improved with a detached single-family residential building (the "***Building***"), which Building currently is in need of repair in order to be in compliance with the applicable building, development, and safety codes of the City of Crystal Lake (the "***City***"), as well as other applicable federal, State, and local ordinances, codes, statutes, regulations, requirements, and standards (the "***Requirements of Law***").

D. Purchaser is dedicated to expanding affordable homeownership opportunities, including through the acquisition of distressed properties that can be repaired and renovated for purposes of establishing affordable housing units.

E. Seller desires to convey the Property to Purchaser so that Purchaser may cause the repair and renovation of the Building and restore the Building and Property into an occupied residence, subject to certain conditions as hereinafter set forth.

F. Purchaser desires to acquire the Property in order to cause the repair and renovation of the Building, the restoration of the Building and Property into an occupied residence, and conveyance of such occupiable residence to individuals in accordance with Purchaser's customs, practices, and mission.

G. In order to achieve the outcomes described in these Recitals (and more fully addressed in this Agreement), each of the Parties has determined that entering into this Agreement is in its best interests and have authorized execution of this Agreement.

SECTION 2. PURCHASE AND SALE OF THE PROPERTY. Subject to and on the terms and conditions set forth herein, Seller agrees to sell, and Purchaser agrees to purchase, the Property,

together with:

(a) The Building and any other structures on the Property;

(b) all improvements, fixtures, systems, machinery, equipment to provide utility services, and furnishings of the Building and Property (the "***Fixtures***");

(c) all right, title, and interest of Seller now owned or acquired by Seller prior to the Closing Date (as defined in Section 4 of this Agreement) in and to the Property; and

(d) all of the estates, rights, privileges, easements, licenses, and appurtenances belonging or in any way appertaining to the Property.

All of the foregoing is collectively called the "***Property***".

SECTION 3. PURCHASE PRICE. The purchase price for the Property to be paid by Purchaser to Seller, subject to the terms and conditions of this Agreement, is $19,000.00 ("***Purchase Price***") at Closing (as herein defined). No earnest money shall be required in this transaction.

SECTION 4. CLOSING; ESCROW.

A. Closing and Escrow. The closing of the transaction contemplated in this Agreement ("***Closing***") shall take place through a deed and money escrow at Chicago Title Insurance Company (or such other title company to which the Parties mutually agree) ("***Title Company***"). The Closing shall occur on ***[DATE]*** (the "***Closing Date***").

B. Escrow. The escrow shall be in accordance with the Title Company's standard form deed and money escrow agreement for a "New York Style" closing with such special provisions as may be required to conform to this Agreement. Seller and Purchaser shall execute and deliver to each other such items as may be reasonably requested by the other to consummate the Closing, including but not limited to, a GAP Undertaking, ALTA Statement, Bill of Sale, and Affidavit of Title, any real estate transfer declarations, such documentation as shall evidence release of any lien rights of any real estate broker or property manager retained by Seller, proof of payment of all utilities and such other documents as may be reasonably requested by the Title Company or the Parties hereto. Such escrow shall be independent of this Agreement and shall neither merge into, nor supersede, this Agreement. Possession of the Property shall be delivered to Purchaser at the Closing, free of all leases, tenancies, personal property of Seller, and any service contracts pertaining to the Property.

SECTION 5. TRANSFER. Seller shall transfer to Purchaser all of Seller's right, title, and interest in and to all of the Property by delivering to Purchaser at Closing a fully executed, recordable, stamped quitclaim deed.

SECTION 6. SURVEY AND TITLE EXAMINATION PERIOD.

A. Title Commitment.

(1) Purchaser shall have the right to obtain at Purchaser's sole cost and expense a preliminary title report (the "***Title Commitment***") issued by the Title Company, not less than 15 days

prior to the Closing Date, in such form and content as Purchaser elects.

(2) If the Title Commitment discloses exceptions to title, Purchaser shall so notify Seller and Seller shall have 10 days from the date of such notification in which to have those unpermitted exceptions removed, and if Seller does not cause such unpermitted exceptions to be removed within such time period or is unable to deliver to Purchaser at Closing documentation to have such exceptions removed from the Title Policy, Purchaser may elect either to take title as it then is, or to terminate this Agreement. The Closing Date shall be postponed for each day reasonably required by Seller to cure unpermitted exceptions or defects. Nothing in this Section shall limit Purchaser's right to seek to insure over any unpermitted exceptions.

B. **Survey**. Purchaser or Purchaser's designee shall have the right, at Purchaser's sole cost and expense, to enter upon the Property and have a survey of the Property (the "***Survey***") prepared by a surveyor registered in the State of Illinois.

C. **Gap Exceptions.** If the Title Commitment is modified prior to Closing to add new matters or exceptions that materially and adversely impact the Property, then Purchaser may, at or prior to Closing, notify Seller in writing of its objection to such new exceptions (herein referred to as "***Gap Period Objections***"). Upon receipt of Purchaser's written notice of any Gap Period Objections, Seller shall have the right but not the obligation to cure (or to commit to cure at the Closing) such Gap Period Objections within 10 business days following written notice of Gap Period Objections (the "***Gap Objection Cure Period***"), even if such cure period shall require a deferral of the Closing Date. If Seller fails or elects not to cure such Gap Period Objections within the Gap Objection Cure Period, then Purchaser may, at its option, and as its sole and exclusive right and remedy, terminate this Agreement by written notice thereof delivered to Seller on or before the Closing Date, and Purchaser's failure to so terminate this Agreement shall be deemed a waiver of the Gap Period Objections.

SECTION 7. TAXES; PRORATIONS; CREDITS. Seller shall have no obligation to pay any taxes (whether due, past due, or accrued) for the Property. At the time of execution of this Agreement, it is understood that the transaction contemplated by this Agreement is exempt from state, county, and local transfer taxes as a result of the Purchaser's status as a municipal corporation. If, prior to any Closing, it is determined that the transaction contemplated by this Agreement is subject to State, county, and local transfer taxes, then such transfer taxes shall be paid by the party responsible for same in accordance with local custom.

SECTION 8. SELLER DEFAULT. If Seller defaults in the performance of its obligations under this Agreement, and Purchaser is not in default of its duties and obligations under this Agreement, then Purchaser may deliver written notice to Seller of such default and a demand that such default be cured within not less than 10 business days. Purchaser may thereafter terminate this Agreement at any time before such default by Seller is cured by sending Seller a written notice of termination, and the Parties shall be released from further obligations under this Agreement.

SECTION 9. AS-IS. The Purchaser shall have the right to inspect the Property prior to any Closing and will take the Property "AS-IS" with all faults, if any, and without any warranty, express or implied. Except as set forth in Section 17 of this Agreement, neither Seller nor any agents, representatives, or employees of Seller have made any representations or warranties, direct or indirect, oral or written, express or implied, to the Purchaser or the Purchaser's agents with respect to the condition of the Property or any improvements thereon, its fitness for any particular purpose, or its compliance with any laws, and the Purchaser is not aware of, and does not rely upon, any such representation

of any other party.

SECTION 10. NOTICES. Any notices required or desired to be given under this Agreement shall be in writing and (i) personally served, (ii) given by certified mail, return receipt requested, (iii) given by overnight express delivery, or (iv) via e-mail with confirmation of receipt and a copy by regular mail. Any notice shall be addressed to the party to receive at the following address or at such other address as the party may from time to time direct in writing or give at addresses listed below:

Seller: City of Crystal Lake
(Attn: Eric Helm, City Manager)
100 W. Woodstock
Crystal Lake IL 60014
e-mail: ehelm@crystallake.org

With a copy to: Victor P. Filippini, Jr.
Robert T. Pickrell
Filippini Law Firm LLP
1560 Sherman Avenue, Suite 510
Evanston IL 60201
e-mail: victor.filippini@filippinilawfirm.com
robert.pickrell@filippinilawfirm.com

Purchaser: Barbara Beckman
Executive Director
Habitat for Humanity of Northern Fox Valley
56 S. Grove Avenue
Elgin, IL 60120
E-mail: barb.beckman@habitatnfv.org

With a copy to: Helmut Gerlach
Executive Director
Habitat for Humanity of Northern Fox Valley
56 S. Grove Avenue
Elgin, IL 60120
E-mail: helmutgerlach@sbcglobal.net

Express Delivery and personally served notices shall be deemed to be given upon receipt. Postal notices shall be deemed to be given three days after deposit with the United States Postal Service. E-mail notices shall be deemed given upon the date of transmission, provided that the recipient confirms receipt.

SECTION 11. WAIVER OF BREACH. Unless otherwise expressly provided in this Agreement, a waiver by either Party hereto of a breach of the other Party hereto of any covenant or condition of this Agreement shall not impair the right of the Party not in default to avail itself of any subsequent breach thereof.

SECTION 12. TIME OF THE ESSENCE. Time is of the essence of this Agreement.

SECTION 13. SURVIVAL. The terms, provisions, covenants, and conditions of this Agreement shall

survive the Closing and shall not be merged into the deed to be delivered by Seller to Purchaser at Closing.

SECTION 14. NON-FOREIGN AFFIDAVIT. Seller is not a foreign entity and withholding of Federal Income Tax from the amount realized will not be made by Purchaser. At Closing, Seller shall deliver to Purchaser a Non-Foreign Affidavit and Certification prepared in conformance with IRS regulations.

SECTION 15. BROKERS. Each of the Parties represent and warrant to the other that it has not engaged any broker in this transaction and no broker, person, or entity is entitled to any commission or finder's fee in connection with the negotiation of this Agreement.

SECTION 16. PATRIOT ACT. Seller and Purchaser represent and warrant that they are not acting, directly or indirectly, for or on behalf of any person, group, entity, or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity, or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism; and that they are not engaged in this transaction directly or indirectly on behalf of, or facilitating this transaction directly or indirectly on behalf of, any such person, group, entity, or nation. Each Party hereby agrees to defend, indemnify, and hold harmless the other Party from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the foregoing representation and warranty.

SECTION 17. REPRESENTATIONS AND WARRANTIES.

A. Seller's Representations and Warranties. Seller hereby represents and warrants to Purchaser as follows:

1. Seller is the legal fee simple title owner of the Property.

2. The execution, delivery, and performance of this Agreement is not prohibited by any requirement of law or under any contractual obligation of Seller, will not result in a breach or default under any agreement to which Seller is a party or to which Seller is bound, and will not violate any restriction, court order, or agreement to which Seller is subject.

3. The person executing this Agreement on behalf of Seller, and executing and delivering any other agreement or other item contemplated by this Agreement or otherwise required to fulfill Seller's obligations hereunder or thereunder, has full authority to bind Seller to such obligations and to so act on behalf of Seller.

4. (i) Seller is not involved in any dispute or litigation with any person, adjoining landowner, developer, third-party, or tenant with respect to the Property; (ii) Seller has not entered into any service contracts, leases, or agreements with respect to occupancy regarding the Property, except those which will be terminated prior to Closing; (iii) to best of Seller's knowledge (which is not based on any studies, investigations, or other inquiries), there are no underground or above ground storage tanks located on or under the Property; and (iv) to best of Seller's knowledge (which is not based on any studies, investigations, or other inquiries), the Property is not in violation or breach of any of the covenants, conditions, restrictions, or other agreements affecting the Property.

B. Purchaser's Representations. Purchaser hereby warrants and represents to Seller as follows:

1. Purchaser has the authority and the legal right to make, deliver, and perform this Agreement and has taken all necessary actions to authorize the execution, delivery, and performance of this Agreement.

2. The execution, delivery, and performance of this Agreement is not prohibited by any requirement of law or under any contractual obligation of Purchaser, will not result in a breach or default under any agreement to which Purchaser is a party or to which Purchaser is bound, and will not violate any restriction, court order, or agreement to which Purchaser is subject.

3. The person executing this Agreement on behalf of Purchaser, and executing and delivering any other agreement or other item contemplated by this Agreement or otherwise required to fulfill Purchaser's obligations hereunder or thereunder, has full authority to bind Purchaser to such obligations and to so act on behalf of Purchaser.

C. Accuracy as of Closing. As a condition to Closing for the benefit of each Party, the representations and warranties of the other Party in this Section 17 shall be true and correct at the time of Closing. Purchaser shall promptly notify Seller in the event that Purchaser has actual knowledge that a representation or warranty of Purchaser set forth in this Section 17 is not true and correct. Seller shall promptly notify Purchaser in the event that Seller has actual knowledge that a representation or warranty of Seller set forth in this Section 17 is not true and correct.

D. Survival. The representations and warranties in Subsections A through C of this Section 17 shall survive for one year after the Closing Date.

SECTION 18. PURCHASER COVENANTS. The following covenants and undertaking of Purchaser are material considerations for Seller to enter into this Agreement:

a. Purchaser shall cause the Building on the Property to be repaired and, as necessary or desirable, renovated in order to cause the Building to comply with all Requirements of Law necessary, as determined by the code officials of the City (the "***Required Repairs***").

b. Purchaser shall be responsible for ensuring the satisfactory completion of the Required Repairs within twelve (12) months following the Closing Date (subject to such extensions as the City may authorize in writing), all without cost or expense to the City.

c. Purchaser shall obtain all permits, certificates, and authorizations for the Required Repairs in accordance with the Requirements of Law.

d. Upon completion of the Required Repairs in accordance with the Requirements of Law, Purchaser shall provide for a "family" (as defined in the City's Unified Development Ordinance) to occupy the Building on the Property, and such family shall be required to be the exclusive residents of the Building on the Property for at least twelve (12) months following such completion of the Required Repairs.

In the event that the Purchaser does not comply with the requirements of this Section 18, Purchaser shall be required to re-convey the Building and Property to the Seller without cost or expense.

At the Closing, the Parties shall execute a covenant that incorporates the terms of this Section 18 (the "***Completion Covenant***"), and the Title Company shall cause such Completion Covenant to be recorded in the Office of the McHenry County Recorder, which recording expenses shall be borne by Purchaser. The Completion Covenant shall run with the title of the Property, but the Seller agrees to release the Completion Covenant upon its terms being fully satisfied (or waived in writing by Seller).

SECTION 19. GENERAL.

A. Business Days and Time. Any reference herein to "day" or "days" shall mean calendar and not business days. If the date for giving of any notice required to be given hereunder or the performance of any obligation hereunder falls on a Saturday, Sunday, or federal holiday, then said notice or obligation may be given or performed on the next business day after such Saturday, Sunday, or federal holiday.

B. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument. All facsimile signatures of this Agreement shall be deemed original signatures for all purposes, but each party may require the other to re-execute an original of this Agreement signed by facsimile.

C. Amendments. This Agreement may not be modified or amended except by a written instrument executed by each of the parties hereto.

D. Captions. The headings, titles, or captions contained in this Agreement have been inserted only as a matter of convenience and for reference, and such captions in no way define, limit, extend, or describe the scope of this Agreement or the intent of any provision hereof.

E. Changes in Laws. Unless otherwise explicitly provided in this Agreement, any reference to laws, ordinances, rules, or regulations shall include such laws, ordinances, rules, or regulations as they may be amended or modified from time to time hereafter.

F. Governing Law. This Agreement shall be governed in all respects by the laws of the State of Illinois.

G. Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their successors, and assigns. The Purchaser shall not have the right to assign this Agreement without the prior written consent of the Seller, which consent shall not be unreasonably withheld. In the event of an assignment of this Agreement by the Purchaser to related third-parties or to an entity controlled by Purchaser, the assignment shall be allowed without the prior written consent of the Seller.

H. Entire Agreement. All understandings and agreements, whether written or oral, heretofore had between the Parties are merged in this Agreement, which alone fully and completely expresses their agreement. Neither Party is relying upon any statement or representation not embodied in this Agreement, made by the other. This Agreement may not be changed except by an instrument in writing signed by both Parties.

I. Interpretation. This Agreement has been negotiated by both Parties and shall not be construed against the party drafting this Agreement.

J. **Costs.** Purchaser shall be responsible to pay the fees and costs payable to the Title Company for the New York Style Closing (including the escrow) and recording costs contemplated by this Agreement

K. **Consents and Approvals.** Whenever under the terms of this Agreement, the approval, consent, or other authorization or assent of a Party is required, the Parties agree that such approval, consent, or other authorization or assent shall not be unreasonably withheld, delayed, or conditioned.

[SIGNATURE PAGE TO FOLLOW.]

DRAFT

10/1/2025 Revision

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate as of the Execution Date.

PURCHASER:

HABITAT FOR HUMANITYOF MCHENRY COUNTY

_____

Barbara Beckman
Executive Director

SELLER:

CITY OF CRYSTAL LAKE

By:_____

Its:_____

DRAFT

10/1/2025 Revision

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

ALL THAT PART OF LOT 3 LYING NORTHWESTERLY OF THE NORTHWESTERLY LINE OF THAT PART THEREOF CONVEYED TO WILLIAM S. HASKELL AND WIFE BY WARRANTY DEED DATED NOVEMBER 12, 1923, AND RECORDED IN BOOK 168 OF DEEDS, PAGE 493, IN BLOCK 4 OF J.T. PIERSON'S ADDITION TO THE VILLAGE OF CRYSTAL LAKE; SAID BLOCK BEING LOCATED IN AND BEING A PART OF LOT 1 OF THE NORTHEAST QUARTER OF SECTION 6, TOWNSHIP 43 NORTH, RANGE 8, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN MCHENRY COUNTY, ILLINOIS.

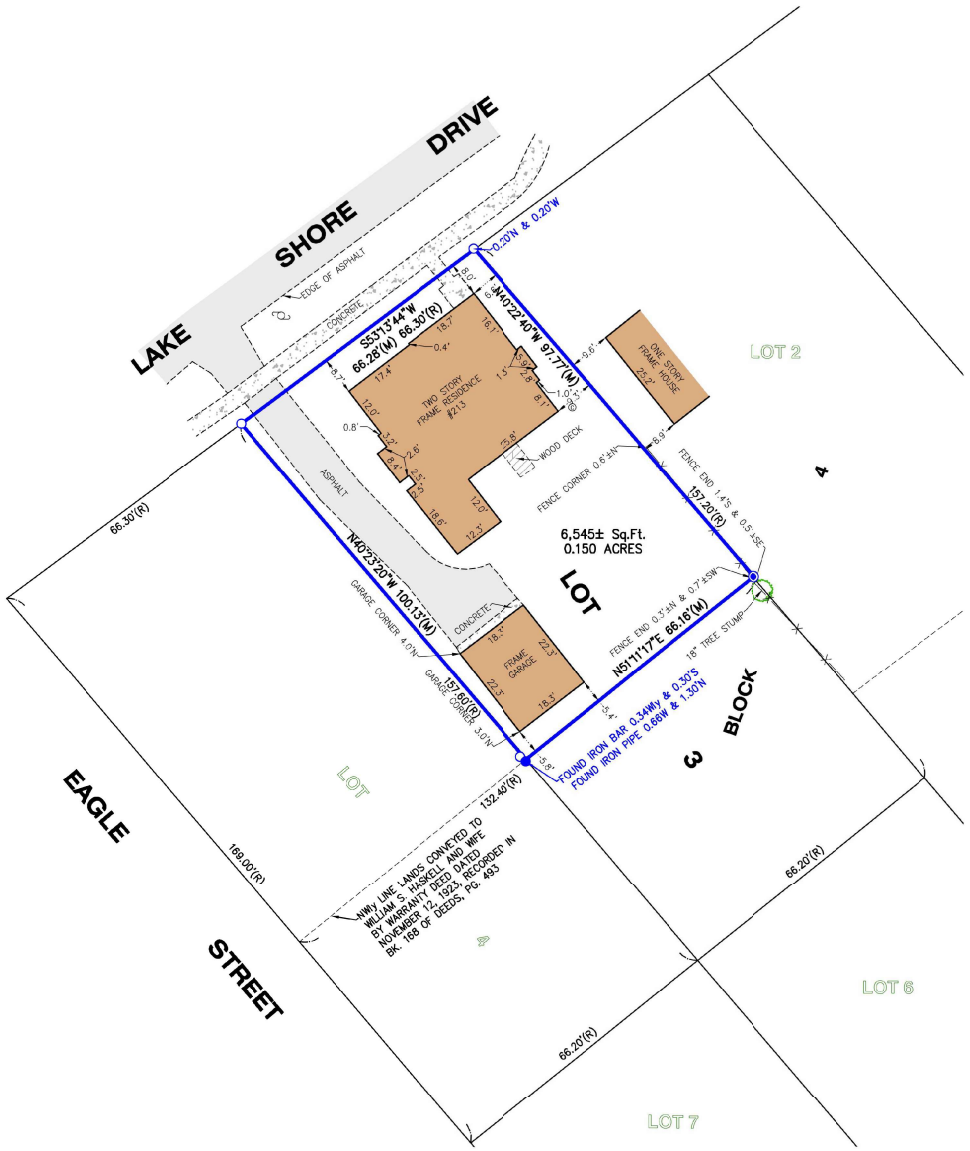
COMMONLY KNOWN AS: 213 LAKE SHORE DRIVE, CRYSTAL LAKE, ILLINOIS
PARCEL INDEX NUMBER: 19-06-255-002

4913-0300-3241, v. 3

Vanderstappen
Land Surveying, Inc.
www.vandersinc.com
1316 N. Madison St.
Woodstock, Illinois 60098
ph. 815-337-8310 fax 815-337-8314
"Always faithful to the property line"

PLAT OF SURVEY

All that part of Lot 3 lying Northwesterly of the Northwesterly line of that part thereof conveyed to William S. Haskell and wife by Warranty Deed dated November 12, 1923, and recorded in Book 168 of Deeds, page 493, in Block 4 of J.T. Pierson's Addition to the Village of Crystal Lake; said Block being located in and being a part of Lot 1 of the Northeast Quarter of Section 6, Township 43 North, Range 8, East of the Third Principal Meridian, in McHenry County, Illinois.



LEGEND	
©	CLEAN OUT
●	FOUND IRON BAR
○	FOUND IRON PIPE
◉	SET IRON BAR
	TREE
	UTILITY POLE
(M)	MEASURED
(R)	RECORD

20' 0' 20' 40'
SCALE: 1" = 20'

CLIENT: HABITAT FOR HUMANITY OF NO. FOX VALLEY
DRAWN BY: JGK CHECKED BY: APG
SCALE: 1"=20' SEC. 06 T. 43 R. 08 E.
BASIS OF BEARING: IL EAST ZONE NAD83 (2011)
P.I.N.: 19-06-255-002
JOB NO.: 250943 I.D. LSS
FIELDWORK COMP.: 11/13/25 BK. ___ PG. ___
ALL DISTANCES SHOWN IN FEET AND DECIMAL PARTS THEREOF CORRECTED TO 68° F. REF: ___

NOTE: Only those Building Line Restrictions or Easements shown on a Recorded Subdivision Plat are shown hereon unless the description ordered to be surveyed contains a proper description of the required building lines or easements.
* No distance should be assumed by scaling.
* No underground improvements have been located unless shown and noted.
* No representation as to ownership, use, or possession should be hereon implied.
* This Survey and Plat of Survey are void without original embossed or colored seal and signature affixed.

Compare your description and site markings with this plat and AT ONCE report any discrepancies which you may find.

STATE OF ILLINOIS)
) S.S.
COUNTY OF McHENRY)

ARTHUR P. GRIMMACKER
035-003857
PROFESSIONAL LAND SURVEYOR
STATE OF ILLINOIS
EXP. 11/30/2026
WOODSTOCK, ILLINOIS

In my professional opinion, and based on my observations, I hereby certify that we have surveyed the premises above described, and that the plat hereon is a true representation of the said survey. This professional service conforms to the current Illinois minimum standards for a boundary survey.

Dated at Woodstock, McHenry County, Illinois 11/17 A.D., 2025.

Vanderstappen Land Surveying Inc.
Design Firm No. 184-002792

By: _____
Illinois Professional Land Surveyor No. 3857

Y:\PLATS\2025\0800-0999\250943_V-250943\250943-LSS-GRID.dwg-Layout1-11/18/2025 3:55 PM

Agenda Item No: 14

City Council
Agenda Supplement

Meeting Date:	December 2, 2025
Item:	Bid Award – Facility Mechanical Services
Staff Recommendation:	Motion to award the bid for Facility Mechanical Services to the lowest responsive and responsible bidder, Sherman Mechanical, Inc., and to adopt a Resolution authorizing the City Manager to execute a two-year contract with Sherman Mechanical, Inc. at the bid unit pricing, and to approve repairs based on the bid unit pricing for hourly labor rates and the fixed percentage markup for parts, with options for up to three (3) additional one-year extensions
Staff Contact:	Michael Magnuson, P.E., Director of Public Works and Engineering

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Background:

The City of Crystal Lake Public Works Department oversees the maintenance of the City's heating, ventilation, and air conditioning (HVAC) systems across multiple facilities, including the Municipal Complex, fire stations, Three Oaks Recreation Area, the downtown train station, and both water and wastewater treatment plants. This includes more than 80 pieces of equipment, ranging from large air handling units, steam boilers, and chillers to smaller package units, water heaters, and area heaters.

This maintenance contract was bid in a manner that establishes base annual costs for preventative maintenance at the City facilities specified in the bid document. It also includes hourly rates for services performed beyond the scheduled preventative maintenance, along with a fixed percentage markup on parts required for repairs and emergency services. Inspections of all reduced pressure zone (RPZ) backflow preventers are also covered under the contract. Additionally, hourly rates for plumbing repair and maintenance services have been requested as part of this agreement.

On November 7, 2025, staff publicly opened and read aloud the bids received for Facility Mechanical Services. Sherman Mechanical, Inc. erroneously summed the total of the line items which resulted in a mathematical error in their "As-Read" bid. The error was identified during the bid tabulation and review process. Low bid is determined by the summation of the total of each

line item. The final bid totals did not change which bidder submitted the lowest bid. The tables below show the "As-Read" results prior to review, as well as the final bid results.

"As-Read" Bid Results

Facility Mechanical Services	**Sherman Mechanical, Inc.** Cary, IL	**Atomatic Mechanical Services** Arlington Heights, IL	**Mechanical, Inc. dba Helm Service** Aurora, IL	**Bedco Mechanical** Chicago, IL
Base Bid Total	$196,062.00	$466,410.00	$525,774.00	$621,030.00

Final Bid Results

Facility Mechanical Services	√ **Sherman Mechanical, Inc.** Cary, IL	**Atomatic Mechanical Services** Arlington Heights, IL	**Mechanical, Inc. dba Helm Service** Aurora, IL	**Bedco Mechanical** Chicago, IL
Base Bid Total	$394,042.00	$466,410.00	$525,774.00	$621,030.00

√ Indicates the lowest responsive and responsible bidder

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy, in accordance with the invitation to bid document. Based on this assessment, City staff recommends awarding the Facility Mechanical Services contract to the lowest responsive and responsible bidder, Sherman Mechanical, Inc., in the bid amounts.

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

The City has previously worked with Sherman Mechanical, Inc. Facility mechanical services are a necessary part of facility operations, and funds for these services are budgeted in each fiscal year.

Votes Required to Pass:

Simple Majority

DRAFT

RESOLUTION

WHEREAS, the CITY is responsible for the maintenance of the CITY'S heating, ventilation, and air conditioning systems, reduced pressure zone backflow preventers, and plumbing systems across multiple facilities; and

WHEREAS, the CITY OF CRYSTAL LAKE routinely contracts for facility mechanical services for preventative maintenance and repairs at its various facilities; and

WHEREAS, the CITY OF CRYSTAL LAKE received and publicly opened bids for Facility Mechanical Services on November 7, 2025; and

WHEREAS, the lowest responsive and responsible bidder for Facility Mechanical Services was Sherman Mechanical, Inc., Cary, Illinois;

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

BE IT FURTHER RESOLVED that the City Manager is authorized to execute a two-year base contract between the CITY OF CRYSTAL LAKE and Sherman Mechanical, Inc. for Facility Mechanical Services in the bid amounts; and

BE IT FURTHER RESOLVED that the City Manager is authorized to approve repairs to the City's heating, ventilation, and air conditioning (HVAC) systems, as well as repairs to facility plumbing systems at City-maintained facilities, throughout the contract period, using the bid hourly rates for labor and the fixed percent markup for parts; and

BE IT FURTHER RESOLVED that the City Manager is authorized to approve up to three, one-year extensions of this contract, with optional year pricing increasing each year according to the Chicago-Naperville-Elgin, IL-IN-WI, CPI All Items Index 12-month percentage

DRAFT

change, not seasonally adjusted, for August of the previous calendar year as reported in September by the U.S. Bureau of Labor Statistics.

DATED this 2nd day of December, 2025.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:

_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Hammonds, CITY CLERK

PASSED: December 2, 2025
APPROVED: December 2, 2025

Facility Mechanical Services
Bid Opening: 11/7/25, 1:00pm

				Sherman Mechanical, Inc. Cary, IL		Atomatic Mechanical Services Arlington Heights, IL		Mechanical Inc. dba Helm Service Aurora, IL		Bedco Mechanical Chicago, IL	
Item		**Unit**	**Est. Quantity**	**Price**	**Extension**	**Price**	**Extension**	**Price**	**Extension**	**Price**	**Extension**
Municipal Complex & Downtown Train Depot HVAC Preventative Maintenance		LS	1	$78,045.00	$78,045.00	$84,470.00	$84,470.00	$113,237.00	$113,237.00	$157,940.00	$157,940.00
Three Oaks Recreation Area HVAC Preventative Maintenance		LS	1	$3,965.00	$3,965.00	$9,400.00	$9,400.00	$10,312.00	$10,312.00	$13,225.00	$13,225.00
Fire Stations #3 & #4 HVAC Preventative Maintenance		LS	1	$4,524.00	$4,524.00	$10,520.00	$10,520.00	$15,855.00	$15,855.00	$14,125.00	$14,125.00
Wastewater Treatment Plants HVAC Preventative Maintenance		LS	1	$2,049.00	$2,049.00	$8,890.00	$8,890.00	$11,671.00	$11,671.00	$8,965.00	$8,965.00
Water Treatment Plants HVAC Preventative Maintenance		LS	1	$4,723.00	$4,723.00	$0.00	$0.00	$4,464.00	$4,464.00	$4,100.00	$4,100.00
RPZ Inspection & Certification		ea.	63	$75.00	$4,725.00	$100.00	$6,300.00	$66.00	$4,158.00	$120.00	$7,560.00
Hourly Service Rate Journeyman HVAC	**Normal Work Hours** 7:00 AM - 3:00 PM Monday - Friday	Hour	120	$150.00	$18,000.00	$180.00	$21,600.00	$150.00	$18,000.00	$160.00	$19,200.00
Hourly Service Rate Journeyman HVAC	**Over Time/Emergency** After 3:00 PM Monday - Friday, Weekends, Holidays, Emergency Call-Outs	Hour	75	$207.00	$15,525.00	$270.00	$20,250.00	$225.00	$16,875.00	$200.00	$15,000.00
Hourly Service Rate Apprentice HVAC	**Normal Work Hours** 7:00 AM -3 :00 PM Monday - Friday	Hour	120	$140.00	$16,800.00	$150.00	$18,000.00	$150.00	$18,000.00	$160.00	$19,200.00
Hourly Service Rate Apprentice HVAC	**Over Time/Emergency** After 3:00 PM Monday - Friday, Weekends, Holidays, Emergency Call-Outs	Hour	75	$207.00	$15,525.00	$225.00	$16,875.00	$225.00	$16,875.00	$200.00	$15,000.00
Plumbing Services Hourly Rate	**Normal Work Hours** 7:00 AM - 3:00 PM Monday - Friday	Hour	40	$150.00	$6,000.00	$170.00	$6,800.00	$150.00	$6,000.00	$195.00	$7,800.00
Plumbing Services Hourly Rate	**Over Time/Emergency** After 3:00 PM Monday - Friday, Weekends, Holidays, Emergency Call-Outs	Hour	20	$207.00	$4,140.00	$255.00	$5,100.00	$225.00	$4,500.00	$220.00	$4,400.00
Parts Mark-up	Markup on price paid by the City for repair parts	%	$20,000	15%	$23,000.00	25%	$25,000.00	14.7%	$22,940.00	20%	$24,000.00
	ANNUAL TOTAL:				**$197,021.00**		**$233,205.00**		**$262,887.00**		**$310,515.00**
	BID AWARD CRITERIA TOTAL: (Annual x2)				**$394,042.00**		**$466,410.00**		**$525,774.00**		**$621,030.00**

FACILITIES MECHANICAL SERVICES ANNUAL SCHEDULE OF PRICES

Contractor Name: Sherman Mechanical, Inc.

Item		Unit	Price	Est. Quantity	Extension
Municipal Complex & Downtown Train Depot HVAC Preventative Maintenance		LS	$ 78,045	1	$ 78,045
Three Oaks Recreation Area HVAC Preventative Maintenance		LS	$ 3,965	1	$ 3,965
Fire Stations #3 & #4 HVAC Preventative Maintenance		LS	$ 4,524	1	$ 4,524
Wastewater Treatment Plants HVAC Preventative Maintenance		LS	$ 2,049	1	$ 2,049
Water Treatment Plants HVAC Preventative Maintenance		LS	$ 4,723	1	$ 4,723
RPZ Inspection & Certification		ea.	$ 75	63	$ 4,725
Hourly Service Rate Journeyman HVAC	**Normal Work Hours** 7:00 AM - 3:00 PM Monday - Friday	Hour	$ 150	120	$ 18,000
Hourly Service Rate Journeyman HVAC	**Over Time/Emergency** After 3:00 PM Monday - Friday, Weekends, Holidays, Emergency Call-Outs	Hour	$ 207	75	$ 15,525
Hourly Service Rate Apprentice HVAC	**Normal Work Hours** 7:00 AM -3 :00 PM . Monday - Friday	Hour	$ 140	120	$ 16,800
Hourly Service Rate Apprentice HVAC	**Over Time/Emergency** After 3:00 PM Monday - Friday, Weekends, Holidays, Emergency Call-Outs	Hour	$ 207	75	$ 15,525
Plumbing Services Hourly Rate	**Normal Work Hours** 7:00 AM - 3:00 PM Monday - Friday	Hour	$ 150	40	$ 6,000
Plumbing Services Hourly Rate	**Over Time/Emergency** After 3:00 PM Monday - Friday, Weekends, Holidays, Emergency Call-Outs	Hour	$ 207	20	$ 4,140
Parts Mark-up	Markup on price paid by the City for repair parts	%	15 %	$20,000	$ 23,000
			ANNUAL TOTAL:		$ 98,031
			BID AWARD CRITERIA TOTAL (ANNUAL TOTAL X 2): [This is the total cost for services in 2026 & 2027]		$ 196,062
BID AWARD CRITERIA TOTAL IN WRITING	One Hundred Ninety Six Thousand Sixty Two Dollars				

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: December 2, 2025

Item: Public Hearing for the Annual Budget for the 2026 Fiscal Year; and Adoption of the Annual Budget Ordinance, Salary Ordinance, and Ordinance amending Section 241, Fees, of the City Code.

Staff Recommendation:

1. Public Hearing for the Annual Budget for the 2026 Fiscal Year.

2. Motion to Adopt:
   a. An Ordinance approving and adopting the Annual Budget for the 2026 Fiscal Year,
   b. The Salary Ordinance for the 2026 Fiscal Year,
   c. An Ordinance amending Section 241, Fees, of the City Code.

Staff Contact: Eric Helm, City Manager
Jodie Hartman, Director of Finance/Treasurer

Budget

Attached, please find the proposed Annual Budget for Fiscal Year 2026 for City Council consideration. State Statute requires the City to adopt the budget prior to the beginning of each fiscal year. The City's fiscal year 2026 begins on January 1, 2026 and ends December 31, 2026.

The City has worked diligently to present a proposed annual budget that is:

- ✓ Balanced
- ✓ Continues the City's commitment to public safety
- ✓ Continues the City's investment in infrastructure
- ✓ Within the parameters of the City's financial policies

On November 7, 2025, the draft budget for fiscal year 2026 was placed on public display, with an amended proposed budget available on November 21, 2025. A notice of public hearing regarding

the budget was published in the Northwest Herald for circulation in Crystal Lake on Friday, November 21, 2025.

The proposed budget maintains high quality City services while allowing for capital investment in facilities and improvements. The proposed budget also continues the funding of General Fund services without the use of a General Fund property tax. After all adjustments, the General Fund is anticipated to end the 2026 fiscal year with available fund balance equal to approximately 50% of its operating expenses.

Salary Ordinance

Included as part of the adoption of the proposed Annual Budget for Fiscal Year 2026 is the salary ordinance. Non-union employees' ability to receive a salary increase is based upon their individual performance, or merit, not based on cost of living adjustments. Collective bargaining agreements outline amounts of compensation to be paid to union employees.

Three Oaks Recreation Area Marina Rental Fees and Pavilion Rental Deposit Fees

The City periodically reviews pricing for rentals to ensure that the rental rates are aligned with surrounding communities. Through research, staff identified two areas in which the current rates are lower than other communities. City staff conducted a sailboat rental rate survey of other organizations that rent sailboats by the hour. The results indicated that the sailboat rental rates at the Three Oaks Recreation Area are lower than other comparable organizations. Staff recommends a $4.00 increase to the sailboat rental rate for residents and non-residents to $12 and $16. The price increase is recommended to bring the rental rates in line with the rates charged at similar area facilities. City Staff also conducted a Pavilion fee and deposit survey of other McHenry, Lake, and Cook County organizations, and the results indicate that the current deposits for Three Oaks Recreation Area pavilion rentals are $50 lower than other parks that require a deposit for pavilion rentals. The current deposit fees for Pavilions B, C, D, and the Lake House Patio are set at $50. While the City rarely uses the deposit for damages to the pavilions, staff occasionally uses part of the deposit for renters who have a parking and/or beach tally that do not pay when at Three Oaks. When staff has to pull from the deposit, there are times where the deposit amount does not cover the full cost of the tallies and staff has to invoice the renter. Staff is recommending to increase the refundable pavilion rental deposit for Pavilions B, C, D, and the Lake House Patio to $100. The price increase is recommended to bring the refundable deposit more in line with surrounding parks.

Votes Required to Pass:

Simple majority

DRAFT

Ord. No.
File No.

AN ORDINANCE APPROVING THE ANNUAL BUDGET OF THE CITY OF CRYSTAL LAKE, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2026 AND ENDING DECEMBER 31, 2026

WHEREAS, the City Council designates a Budget Officer for the City who shall compile an annual budget for the City of Crystal Lake; and

WHEREAS, the Budget Officer has proposed to the corporate authorities a budget as required by Section 8-2-9.3 of the Illinois Municipal Code; and

WHEREAS, Section 8-2-9.9 of the Illinois Municipal Code requires that the corporate authorities of the City of Crystal Lake allow for public inspection of the tentative annual budget at least ten (10) days prior to its passage; and

WHEREAS, the tentative annual budget has been available for public inspection in the Office of the City Manager and online on the City's website from November 21, 2025; and

WHEREAS, after proper notice being given, a public hearing was conducted on December 2, 2025, to obtain public comment on the tentative annual budget for the City of Crystal Lake for the fiscal year beginning January 1, 2026 and ending December 31, 2026; and

WHEREAS, Section 8-2-9.6 of the Illinois Municipal Code and Section 33-2 (C) of the City Code authorizes the City Council to delegate authority to heads of municipal departments to delete, add to, or change sub-classes within an adopted budget.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Crystal Lake, McHenry County and State of Illinois, as follows:

DRAFT

Section 1: The fiscal year budget of the City of Crystal Lake, McHenry County, Illinois, for the fiscal year beginning January 1, 2026 and ending December 31, 2026, in the form attached hereto is hereby approved and adopted.

Section 2: The City Manager is hereby authorized to transfer budgeted amounts between departments within any fund; however, expenditures in excess of the total budgeted amount per fund must be approved by the City Council per Section 33-2 of the City Code. No revision of the budget shall be made increasing the total budget without proper approval from the City Council.

Section 3: That a certified copy of this Ordinance and a copy of the budget hereby approved shall be filed with the McHenry County Clerk in accordance with the provisions of the statutes of the State of Illinois.

DATED at Crystal Lake, Illinois, this 2nd day of December 2025.

APPROVED:

_____
Haig Haleblian, MAYOR

ATTEST:

_____
CITY CLERK

PASSED: December 2, 2025
APPROVED: December 2, 2025

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

DRAFT

Ord. No.
File No.

AN ORDINANCE ESTABLISHING CERTAIN ANNUAL, DAILY OR HOURLY PAY RATES AND PAY RANGES AND THE SALARY ADMINISTRATION SCHEDULE FOR THE CITY OF CRYSTAL LAKE EMPLOYEES

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, ILLINOIS;

SECTION I: ANNUAL, DAILY OR HOURLY RATES

That the ranges of annual, daily or hourly rates for the employees of the City are hereby to read as follows on attached chart.

SECTION II: SALARY ADMINISTRATION PROCEDURES

A. The City Manager shall develop procedures and direct the administration of those procedures to ensure that individual employee's wages are determined and allocated in an equitable manner in keeping with the goals and requirements of this policy.

B. New employees and newly promoted employees shall be paid a salary within their new salary range that is not less than the minimum of the range and does not exceed the maximum of their new pay range. Salary increases for individual employees will be timed and salary increase amounts will be determined following the specific criteria below:
   1. Quality of performance since the employee's last salary adjustment.
   2. Comparison of current salary to pay of other employees of like duties, responsibilities and performance.
   3. Position of an employee's current salary within the pay range in terms of overall ability and overall performance since the employee first entered the range.

C. The City Manager shall annually direct the review and survey of certain positions and their salary ranges in comparison with other communities in proximity to the City of Crystal Lake or of like size and comparable composition.

D. The City Manager shall annually approve salary rates and their effective dates for all employees.

E. The City Manager may initiate exceptions to this policy when, in his judgment, such action is for the good of the organization.

DRAFT

SECTION III: JOB CLASSIFICATION:

That all positions of the City shall be separated into classifications and each classification shall have a pay range and the designation of an annual, daily, or hourly rate of pay. The classifications of positions may be modified as deemed appropriate by the City Manager.

All employees, including department directors, part-time and seasonal employees, shall receive such compensation as shall be determined from time to time by the City Manager provided, however, no expenditure shall be made on account of or pursuant to appointment or employment by the City Manager unless sufficient funds have been appropriated in the annual budget.

SECTION IV: REPEALER

That all ordinances or parts of ordinances, rules and regulations in conflict with this ordinance shall be and are hereby repealed.

SECTION V: EFFECTIVE DATE

That this Ordinance shall be in full force and effect from and after the first day of January 2026.

DATED at Crystal Lake, Illinois, this 2nd day of December, 2025.

APPROVED:

_____
Haig Haleblian, MAYOR

ATTEST:

_____
CITY CLERK

PASSED: December 2, 2025
APPROVED: December 2, 2025

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

DRAFT

Compensation Plan - Full-Time and Part-Time Non-Represented Employees

Effective 01.01.2026 to 12.31.2026

		Annual		Hourly	
	Grade	Minimum	Maximum	Minimum	Maximum
Police Records Assistant	3	53,526	77,080	25.73	37.06
Accounts Payable Coordinator	4	57,252	82,444	27.53	39.64
Administrative Assistant	4	57,252	82,444	27.53	39.64
Community Service Officer	4	57,252	82,444	27.53	39.64
Development Services Representative	4	57,252	82,444	27.53	39.64
Management Assistant	4	57,252	82,444	27.53	39.64
Deputy City Clerk	5	61,284	88,250	29.46	42.43
Development Services Specialist	5	61,284	88,250	29.46	42.43
Help Desk Support Technician	5	61,284	88,250	29.46	42.43
Legal and Transparency Compliance Coordinator	5	61,284	88,250	29.46	42.43
Payroll Coordinator	5	61,284	88,250	29.46	42.43
Property Control Officer	5	61,284	88,250	29.46	42.43
Public Education Specialist	5	61,284	88,250	29.46	42.43
Utility Billing Coordinator	5	61,284	88,250	29.46	42.43
Human Resources Assistant	6	65,593	94,457	31.54	45.41
Executive Assistant	7	70,821	101,985	34.05	49.03
Accountant	8	75,805	109,303	36.44	52.55
Building Inspector	8	75,805	109,303	36.44	52.55
Community Development Analyst	8	75,805	109,303	36.44	52.55
Engineering Inspector	8	75,805	109,303	36.44	52.55
Finance Analyst	8	75,805	109,303	36.44	52.55
Fire Inspector	8	75,805	109,303	36.44	52.55
IT Support Specialist	8	75,805	109,303	36.44	52.55
Management Analyst	8	75,805	109,303	36.44	52.55
Planner	8	75,805	109,303	36.44	52.55
Public Works Analyst	8	75,805	109,303	36.44	52.55
Support Services Coordinator	8	75,805	109,303	36.44	52.55
Accounting Manager	9	81,060	119,153	38.97	57.29
Lab Supervisor	9	81,060	119,153	38.97	57.29
Plans Examiner	9	81,060	119,153	38.97	57.29
Plumbing Inspector	9	81,060	119,153	38.97	57.29
Assistant City Planner	10	86,192	124,129	41.44	59.68
Assistant to the City Manager	10	86,192	124,129	41.44	59.68
Police Records Supervisor	10	86,192	124,129	41.44	59.68
Public Works Manager	10	86,192	124,129	41.44	59.68
Public Works Supervisor	10	86,192	124,129	41.44	59.68
Civil Engineer	12	95,924	139,021	46.12	66.84
Network Administrator	12	95,924	139,021	46.12	66.84
Police Sergeant		127,400	139,194	61.25	66.92
Assistant Finance Director	14	110,504	156,403	53.13	75.19
Public Works Superintendant	14	110,504	156,403	53.13	75.19

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Compensation Plan - Full-Time and Part-Time Non-Represented Employees

Effective 01.01.2026 to 12.31.2026

		Annual		Hourly	
	Grade	Minimum	Maximum	Minimum	Maximum
Building Commissioner	15	115,751	166,710	55.65	80.15
Capital Engineering Manager	15	115,751	166,710	55.65	80.15
City Engineer	15	115,751	166,710	55.65	80.15
City Planner	15	115,751	166,710	55.65	80.15
Economic Development Manager	15	115,751	166,710	55.65	80.15
Police Commander	15	115,751	166,710	55.65	80.15
Deputy Director of Public Works & Engineering	17	132,075	190,190	63.50	91.44
Deputy Fire Chief	17	132,075	190,190	63.50	91.44
Deputy Police Chief	17	132,075	190,190	63.50	91.44
Director of Human Resources	18	139,249	200,537	66.95	96.41
Director of Information Technology	18	139,249	200,537	66.95	96.41
Deputy City Manager	19	150,405	216,579	72.31	104.12
Director of Community Development	19	150,405	216,579	72.31	104.12
Director of Finance	19	150,405	216,579	72.31	104.12
Director of Public Works & Engineering	20	156,435	225,260	75.21	108.30
Fire Rescue Chief	20	156,435	225,260	75.21	108.30
Police Chief	20	156,435	225,260	75.21	108.30

DRAFT

Compensation Plan - Temporary/Seasonal and Three Oaks Recreation Area Employees
Effective 01.01.2026 to 12.31.2026

	Grade	Hourly Minimum	Hourly Maximum
Temporary/Seasonal Positions			
Seasonal Laborer			
Public Works Fleet		15.00	18.00
Public Works Streets Summer		15.00	18.00
Public Works Water		15.00	18.00
Public Works Wastewater		15.00	18.00
Three Oaks Attendant		15.00	18.00
Three Oaks Lifeguard		16.50	20.00
Three Oaks Assistant Marina Manager		15.50	21.00
Three Oaks Lifeguard Instructor		17.00	22.00
Public Works Streets Winter		25.00	30.00
Interns			
Administrative Intern		15.00	31.50
Engineering Intern		15.00	20.00
GIS Intern		15.00	20.00
Management Intern		15.00	20.00
Planning Intern		15.00	20.00
Finance Intern		15.00	20.00
Three Oaks Recreation Area Regular Part-Time Positions			
Three Oaks Assistant Operations Manager		17.50	25.00
Three Oaks Maintenance Manager		17.50	32.00
Three Oaks Operations Manager		17.50	34.00

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Ord. No. __
File No. __

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

WHEREAS the City of Crystal Lake owns and operates the Three Oaks Recreation Area; and

WHEREAS the City desires to charge a fee for marina boat rentals that will help fund the operations and maintenance of the park; and

WHEREAS residents and non-residents can rent sailboats at the Three Oaks Recreation Area marina; and

WHEREAS there continues to be a high interest to rent boats at the Three Oaks Recreation Area; and

WHEREAS, the City desires to charge a fee for pavilion rentals that will help fund the operations and maintenance of the park; and

WHEREAS residents and non-residents are charged a deposit to rent a pavilion at the Three Oaks Recreation Area sufficient to cover damages and unpaid costs incurred during the rental; and

WHEREAS deposit amounts are returned to the renters if there are no damages or costs incurred during the rental; and

WHEREAS the City desires to increase the deposit amounts for Pavilions B, C, D, and the Lake House Patio to effectively cover damages or unpaid costs incurred during a rental.

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

SECTION I: That CHAPTER 241 Fees, Article 20 Three Oaks Recreation Area Fees shall be amended as follows:

§ 241-20. Three Oaks Recreation Area Fees.

1.Marina Operation/Marina Rental Fees.

Minimum 1-Hour Rentals	1-Hour Fee	1-Hour Fee (NR)	Each Additional 1/2 Hour	Each Additional 1/2 Hour (NR)
Canoe	$10	$14	$6	$6
Kayak (single or tandem)	$10	$14	$6	$6
Paddleboat	$10	$14	$6	$6
Sailboat	~~$8~~ $12	~~$12~~ $16	~~$4~~ $6	$6
Paddle pontoon	$35	$40	$15	$20

DRAFT

Minimum 1-Hour Rentals	1-Hour Fee	1-Hour Fee (NR)	Each Additional 1/2 Hour	Each Additional 1/2 Hour (NR)
Minimum 2-Hour Rentals	**2-Hour Fee**	**2-Hour Fee (NR)**	**Each Additional Hour**	**Each Additional Hour (NR)**
12-foot row boat	$12	$18	$5	$7
14-foot row boat	$14	$21	$7	$9
Trolling motor	$10	$10	$5	$5

B. Pavilion Rental Rates.

(2) Pavilions B and C – Island and Volleyball Court

	Resident		Non-Resident	
Number of People	Fee	Deposit	Fee	Deposit
1-25 (off)	$40	~~$50~~ $100	$130	~~$50~~ $100
1-25 (summer)	$50	~~$50~~ $100	$150	~~$50~~ $100

(2) Pavilion D (North Lake) and Lake House Patio

		Resident		Non-Resident	
Amenity	Number of People	Fee	Deposit	Fee	Deposit
North Lake	1-50 (off)	$40	~~$50~~ $100	$130	~~$50~~ $100
North Lake	1-50 (summer)	$50	~~$50~~ $100	$150	~~$50~~ $100
Lake House Patio	1-60 (off)	$40	~~$50~~ $100	$130	~~$50~~ $100

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

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

DATED at Crystal Lake, Illinois this 2nd day of December, 2025.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: December 2, 2025
APPROVED: December 2, 2025

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date: December 2, 2025

Item: Property Tax Levy Ordinance/Truth in Taxation Public Hearing

Staff Recommendation: Motion to adopt the 2025 Property Tax Levy Ordinance and Certificate of Compliance.

Staff Contact: Eric Helm, City Manager16.
Jodie Hartman, Director of Finance

Background
Each fall, staff prepares an annual property tax levy for City Council review and adoption. The City's 2025 tax levy will be incorporated in the property tax bills property owners receive in 2026, and will be used by the City to fund corresponding expenses in the City's 2026 fiscal year. Adoption of the attached Ordinance will accomplish the following:

1) **Maintain a zero levy for general operations.** General operations include City Administration, Police, Community Development, and Public Works. These would continue to be supported primarily through sales and income tax revenues.
2) Provide funding for pension obligations.
3) Provide funding to support Fire Rescue operations.
4) Provide funding to support Library operations.

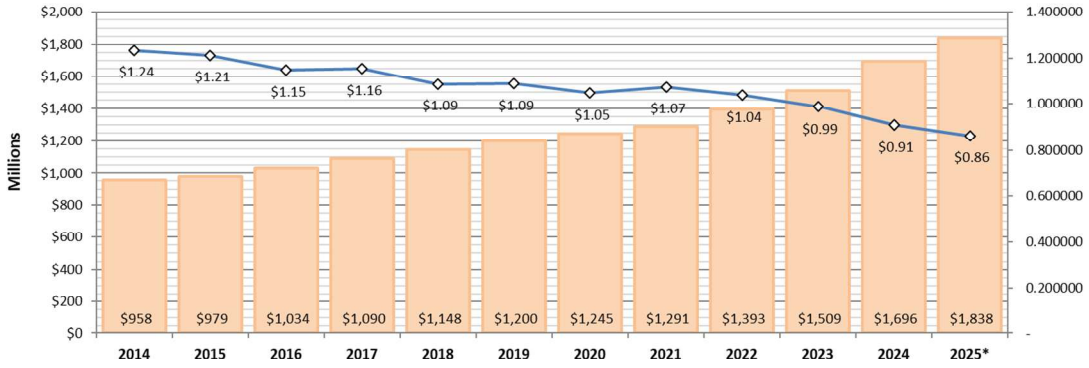
The recommended amount for the 2025 levy is $21,266,779, including the Crystal Lake Public Library's levy. This is an increase of $599,528 (2.9%). According to preliminary reports from McHenry County, the City will be adding over $13 million in new construction to the City's tax rolls this coming year, which spreads the impact of any increases over a wider tax base and consequently, less to each of the existing property owners. With the estimated growth to the tax base within the City, **the resulting tax rate for the City is expected to decrease by 5%,** minimizing the impact to property owners. Using a home valued at $300,000 in 2024 as a baseline with growth of 8.4%, the estimate impact would be $30.07 for the year for the City's portion of the tax bill, about $2.50 per month. The following discussion provides details as to the components of the levy and any changes.

In order to collect a property tax, government agencies in the State of Illinois are required to establish a tax levy and comply with the Truth in Taxation Act. The tax levy is a projection of monies the government agency expects to obtain through the annual property tax. Should a taxing district propose to adopt an aggregate levy in amounts more than 105% of the amount of property taxes extended the prior levy year, the Truth in Taxation law requires taxing districts to disclose the proposed amounts by

publication and to hold a public hearing on their intention. Since the proposed tax levy is less than 105% of taxes extended for the prior tax levy, a Truth in Taxation hearing is not required, nor is the publication in a newspaper. In the interest of transparency, the City has elected to voluntarily publish the notice in the newspaper and to hold the public hearing. The "black box" notice was published on Friday, November 21st in the Northwest Herald.

The impact of a proposed property tax levy on an individual homeowner is determined by estimating the Equalized Assessed Value (EAV). As of October 22, 2025, the County Assessor provided a rate setting EAV estimate for the 2025 levy of $1,850,827,610 for the City. This is an increase of 9% from the 2024 levy. The history of the City's EAV, including the 2025 estimate, shows the value of assessed property in the City has been growing steadily since 2014, previously the low point from the Great Recession decline. The McHenry County Clerk will determine the actual tax rate some time in spring 2026, once all values and exemptions have been finalized. The levy must be filed by the City before the end of the calendar year.

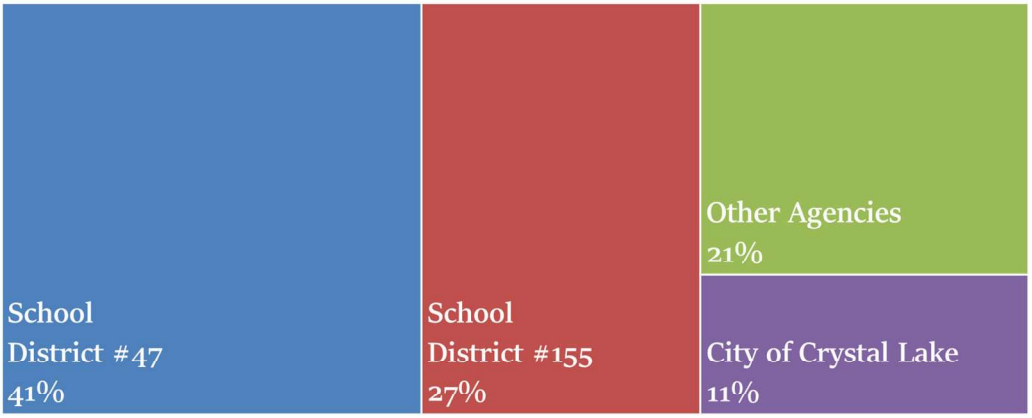
Crystal Lake Historical Equalized Assessed Value (EAV) vs City Tax Rate



*Estimate

The City levies in dollars needed, rather than a specific tax rate. As a result, the City does not receive any additional dollars if the assessed valuation of property in the City increases. Rather, the amount of the City tax levy remains the same and is spread over a greater total assessed valuation of property. As the above chart demonstrates, the City's EAV has been rising steadily as the City's property tax rate has also been declining. The City has been fortunate to have significant growth from new construction, which spreads the tax burden amongst additional properties. For the 2025 levy, estimates are that the new construction will absorb about 26% of the proposed levy increase.

Property owners in the City of Crystal Lake will note that the City is only one of many taxing bodies that appear on the property tax bill. In fact, the City receives only about **11%** of the annual property tax bill amount. The numbers below represent the distribution of the 2024 levy for Crystal Lake property owners.



Levy Components
The City's tax levy is made up of the following funds:

CITY FUNDS	LIBRARY FUNDS
Police Pension Fund	Library Operating Fund
Firefighters' Pension Fund	Library IMRF Fund
Fire Rescue Fund	Library FICA Fund
IMRF & FICA Fund	
School Crossing Guard Fund	

Police and Firefighters' Pension Fund Obligations
The proposed property tax levy incorporates funding requirements of the State mandated public safety pension obligations. The Actuarial Valuation Report was prepared by Lauterbach and Amen, who retains a team of enrolled actuaries. Changes to the contribution amounts are a result of changes in demographics and actuarial assumptions, coupled with the returns on investments. The amounts requested from both public safety pension funds as a result of the Actuarial Valuation have calculated increases. These increases are expected to continue as per Illinois law, both public safety pension funds must be at least 90% funded by the year 2040.

For the Firefighters' Pension Fund, the amount determined by the actuarial report and requested by the Pension Fund totals $2,618,873. This is an increase of $301,879 (13%) from the prior year actuarial report. Staff recommends setting the levy for the Firefighters' Pension Fund at the requested amount for the 2025 levy.

For the Police Pension Fund, the amount determined by the actuarial report and requested by the Pension Fund totals $4,012,787. This is an increase of $20,134 (0.5%) from the prior year levy. Staff recommends matching the levy to the actuarial request for the 2025 levy.

According to the Actuarial Valuation Report ended December 31, 2024, the percent funded for the Police Pension Fund increased 2.24% to 62.46%; the Firefighters' Pension Fund percent funded increased 0.15% to 78.70%. For comparison purposes, according to the Illinois Department of Insurance, the average funded percentage for downstate (public safety funds outside of Chicago) pension funds for last year was 49%, a decline from the 55%-56% of the prior period. Both funds are on track to exceed the statutory mandate of 90% funding by the year 2040.

Fire Rescue Fund
The proposed levy will increase the levy amount for the Fire Rescue Fund to $7,763,462, an increase of $82,950 (0.94%), which will offset a portion of the annual $14 million in operational costs. Other major revenue sources for the Fire Rescue Fund include intergovernmental agreements with the Crystal Lake Rural Fire Protection District (CLRFPD) and the Village of Lakewood, which contribute over $3 million annually, and ambulance transport fees.

City IMRF and FICA Fund
The levy for non-sworn employee pension costs will be increased $40,502 to $1,390,540. This levy line was decreased in prior years to prioritize funding for the Police and Firefighters' Pension Fund contributions. While the combined IMRF/FICA levy is $1.39 million, annual expenditures remain higher at more than $1.88 million. The variance between the two is the planned draw-down of IMRF/FICA fund reserves, which have accumulated as a result of position vacancies. Availability of reserves to mitigate future tax increases is not guaranteed nor sustainable long-term.

School Crossing Guard Fund

The levy for the School Crossing Guard Fund is for the City's share of the crossing guards provided for school age children. School District 47 reimburses the City for half of the incurred costs for this service. This levy line item is recommended to increase to $1,959 for the year to $83,199 based on contractual rates of the crossing guards and anticipated hours needed for coverage. Any funds for this levy item are reserved within the School Crossing Guard Fund to be used solely for this purpose.

Crystal Lake Library Expenses

Each year, the Crystal Lake Library Board approves and forwards a tax levy request to the City Council. The Library is a component unit of the City, meaning that it does not have independent taxing authority. The Library approved their levy request on August 20, 2025. The Library Board has requested a 2.9% change to their levy. This equates to an increase of $152,104. The Library maintains three items on their levy, including operations, Library IMRF and Library FICA.

Maximum Levy Resolution

On November 18, 2025, the City Council adopted a resolution setting the maximum levy at $21,266,779. Below is the proposed 2025 tax levy as compared to the 2024 levy extension, demonstrating the changes to each line item, as well as the overall impact of 2.9% to the total combined amount.

	2024 Levy Exended	2025 Levy **Proposed**	Change $	Change %
City Funds				
Fire Rescue	$ 7,680,512	$ 7,763,462	$ 82,950	1.08%
Crossing Guard	81,240	83,199	1,959	2.41%
Police Pension	3,992,653	4,012,787	20,134	0.50%
Fire Pension	2,316,994	2,618,873	301,879	13.03%
City IMRF	819,571	844,159	24,588	3.00%
City FICA	530,467	546,381	15,914	3.00%
Total - City	$ 15,421,437	$ 15,868,861	$ 447,424	2.90%
Library Funds				
Library Operations	$ 4,811,800	$ 5,197,918	$ 386,118	8.02%
Library IMRF	200,013	100,000	(100,013)	-50.00%
Library FICA	234,001	100,000	(134,001)	-57.27%
Total - Library	$ 5,245,814	$ 5,397,918	$ 152,104	2.90%
Total - ALL FUNDS	**$ 20,667,251**	**$ 21,266,779**	**$ 599,528**	**2.90%**

Determining the impact of the City's tax levy on area home values is dependent on several factors: the assessed value of a property as determined by each township's assessor, the equalization multiplier assigned by each township supervisor, the equalization multiplier assigned by the State and exemptions specific to each property and property owner, (homestead, senior, senior freeze, etc.). The City of Crystal Lake spans four different townships: Algonquin Township, Nunda Township, Dorr Township and Grafton Township.

The City of Crystal Lake City Council must adopt a property tax levy and annually certify to the County Clerk, on or before the last Tuesday in December, the amount to be levied. The resolution determining the maximum 2025 tax levy was adopted on November 18, 2025. Adoption of this resolution was merely a procedural requirement and the actual levy ordinance will be considered following the public hearing at the December 2, 2025 City Council meeting.

Recommendation:

It is the recommendation of the City Manager and Director of Finance to adopt the proposed 2025 Property Tax Levy Ordinance and Certificate of Compliance.

Votes Required to Pass:

Simple Majority

Ord.
File No.

DRAFT

AN ORDINANCE FOR THE LEVY AND EXTENSION OF TAXES FOR THE CITY OF CRYSTAL LAKE FOR THE FISCAL YEAR BEGINNING THE 1st DAY OF JANUARY, 2026 TO THE 31st DAY OF DECEMBER, 2026

ADOPTED BY THE
CITY COUNCIL
OF THE
CITY OF CRYSTAL LAKE

December 2, 2025

Published in pamphlet form by the authority of the City Council of the City of Crystal Lake, McHenry County, Illinois, this 2nd day of December, 2025.

DRAFT

AN ORDINANCE FOR THE LEVY AND EXTENSION OF TAXES FOR THE CITY OF CRYSTAL LAKE FOR THE FISCAL YEAR BEGINNING THE 1ST DAY OF JANUARY, 2026 TO THE 31ST DAY OF DECEMBER, 2026

WHEREAS, the City Council of Crystal Lake in the County of McHenry and State of Illinois did on the 2nd day of December, 2025, pass the Annual Budget in accordance with Chapter 65 5/8-2.-9.1, *et. seq*. of the Illinois Compiled Statutes, for the City for the fiscal year beginning on the 1st day of January 2026 the amount of which is ascertained to be One Hundred Forty Million, Nine Hundred Eight Thousand, Six Hundred Seventy-Three Dollars and No Cents ($140,908,673), excluding inter-fund transfers, which said Budget Resolution was duly published on the 2nd day of December, 2025.

WHEREAS, pursuant to State Law (Public Act 95-950), the Mayor and City Council hereby accept the Compliance Reports submitted by the Crystal Lake Firefighters' Pension Fund and the Crystal Lake Police Pension Fund for the year ended December 31, 2026.

WHEREAS, the Mayor and City Council of the City of Crystal Lake did on the 18th day of November, 2025, determine that the levy of the City of Crystal Lake for 2025 would not exceed $21,266,779 exclusive of debt service (being not more than 105% of the prior year's extension) and, pursuant to Chapter 35, Illinois Compiled Statutes 200/18-55 *et. seq*., entitled "Truth in Taxation Act," all provisions of said Act were fully complied with by the City of Crystal Lake.

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

Section 1: That the total amount of appropriations for all corporate purposes legally made to be collected from the tax levy of the current fiscal year is hereby ascertained to be the sum of Twenty-One Million, Two Hundred Sixty-Six Thousand, Seven Hundred Seventy-Nine Dollars and No Cents ($21,266,779).

Section 2: That the sum of Twenty-One Million, Two Hundred Sixty-Six Thousand, Seven Hundred Seventy-Nine Dollars and No Cents ($21,266,779) being the total of appropriations heretofore legally made that are to be collected from the tax levy of the City of Crystal Lake for the purpose of providing for the Illinois Municipal Retirement and Federal Insurance Contributions Act Fund (the City's contributions to IMRF and for Social Security and Medicare taxes), Police Pension Fund, Fire Pension Fund, Library Operating Fund, Library IMRF Fund (the Library's contributions to IMRF), the

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Library Federal Insurance Contributions Act Fund (the Library's contributions for Social Security and Medicare taxes), Fire Rescue Fund and School Crossing Guard Fund, and Debt Service by annual appropriation of the City of Crystal Lake for the Fiscal Year 2026, passed by the Mayor and City Council of said City at the legally convened meeting of December 2, 2025 be, and the same is hereby levied upon all of the taxable property in the City of Crystal Lake subject to taxation for the current year, the specific amounts as levied for the various funds heretofore named being included herein by being placed in separate columns under the heading "Tax Levy" that appears over them, the tax so levied being for the current fiscal year of said City, and for the said appropriation to be collected from said tax levy, the total of which has been ascertained as aforesaid and being as follows:

Fund	Appropriation	Tax Levy
City Funds		
General Fund	$ 39,167,082	-
Raue Building Fund	175,000	-
Restricted Police Funds	464,116	-
Fire Rescue Fund	14,112,555	7,763,462
School Crossing Guard Fund	166,397	83,199
IMRF/FICA Fund - IMRF	912,006	844,159
IMRF/FICA Fund - FICA	965,887	546,381
Motor Fuel Tax Fund	650,000	-
Commuter Parking Fund	238,738	-
Debt Service Funds	1,131,600	-
TIF Funds	526,190	-
Capital Replacement Fund	17,429,540	-
Vehicle Replacement Fund	9,122,740	-
Water & Sewer Funds	32,279,800	-
Group Insurance Fund	7,830,557	-
Police Pension Fund	5,030,746	4,012,787
Fire Pension Fund	3,277,648	2,618,873
Sub-Total City Funds	$ 133,480,602	$ 15,868,861
Library Funds		
Library Operations	$ 6,077,606	$ 5,197,918
Library IMRF	330,000	100,000
Library FICA	242,000	100,000
Construction & Repair Fund	351,965	-
Ames Fund	13,000	-
Gift & Memorial Fund	63,500	-
Special Reserve Fund	350,000	-
Sub-Total Library Funds	$ 7,428,071	$ 5,397,918
Grand Total - All Funds	$ 140,908,673	**$ 21,266,779**

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Section 3: That the total amount of Twenty-One Million, Two Hundred Sixty-Six Thousand, Seven Hundred Seventy-Nine Dollars and No Cents ($21,266,779) ascertained above, be and is hereby levied and assessed on all property subject to taxation within the City of Crystal Lake according to the value of said property as assessed and equalized for state and county purposes for the current year.

Section 4: That this Levy Ordinance is adopted pursuant to the procedures set forth in the Illinois Municipal Code.

Section 5: That there is hereby certified to the County Clerk of McHenry County, Illinois, the several sums above, constituting said total amount, and the total amount of Twenty-One Million, Two Hundred Sixty-Six Thousand, Seven Hundred Seventy-Nine Dollars and No Cents ($21,266,779), which total amount the City of Crystal Lake requires to be raised by taxation for the 2026 fiscal year of the City, and the City Clerk of the City is hereby ordered and directed to file with the County Clerk of the County on or before the time required by law, a certified copy of this Ordinance.

Section 6: That the rate percent be ascertained and tax extended as provided by law against the property included in the City of Crystal Lake.

Section 7: That the provisions of the Truth in Taxation Act, Chapter 35, Illinois Compiled Statutes, 200/18-55 *et. seq*., were complied with by the City of Crystal Lake.

Section 8: Pursuant to Statute, in compliance with Public Act 83-881, the City of Crystal Lake will file an Estimate of Revenue by Source with the McHenry County Clerk's office.

Section 9: Pursuant to the Illinois State Constitution of 1970, the City of Crystal Lake is a Home Rule unit of government, and as such, is not subject to the Act adopted by the Legislature in 1991 providing for tax levy limitations, nor is the City of Crystal Lake subject to individual fund rate limitations.

Section 10: That this Ordinance shall take effect and be in full force and effect immediately on and after its passage and approval.

DRAFT

ADOPTED this 2nd day of December 2025, pursuant to a roll call vote as follows:

AYES:

_____

NAYS:

_____

APPROVED this 2nd day of December 2025.

_____
Haig Haleblian, Mayor

ATTEST:

_____
City Clerk

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION

I, _____, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake, County of McHenry, and State of Illinois, and that as such official am the keeper of the records and minutes of the proceedings of the Mayor and City Council of said City.

I do hereby certify that the Ordinance hereto attached entitled "AN ORDINANCE FOR THE LEVY AND EXTENSION OF TAXES FOR THE CITY OF CRYSTAL LAKE FOR THE FISCAL YEAR BEGINNING THE 1ST DAY OF JANUARY, 2026 TO THE 31st DAY OF DECEMBER, 2026" is a true and correct copy of said Ordinance duly passed at a regular meeting of the Mayor and City Council held on the 2nd day of December, 2025, at Crystal Lake, Illinois, at which time ____ Council members were present, _____ attended via remote telephone, and _____ Council members were absent. Motion was made by Councilmember _____ and seconded by Councilmember ____ _____ that the foregoing Ordinance be passed and approved. Upon roll call vote, _____ Council members voted aye, whereupon said Ordinance was declared duly passed and therefore approved by the Mayor, Haig Haleblian.

_____
City Clerk

(SEAL)

DRAFT

CERTIFICATION OF COMPLIANCE WITH TRUTH IN TAXATION ACT

I, HAIG HALEBLIAN, the Presiding Officer of the CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation, do hereby certify that the Levy adopted on December 2, 2025 complies with the provisions of the Truth in Taxation Act, Chapter 35, and Illinois Compiled Statutes 200/18-55 *et. seq*.

_____
Haig Haleblian, Mayor
Presiding Officer of the
City of Crystal Lake

Subscribed and sworn to
before me this day of
_____, 2025.

_____
Notary Public