

Agenda  
Glen Ellyn Village Board of Trustees  
Monday, March 8, 2010  
8:00 p.m. – Galligan Board Room

1. Call to Order
2. Roll Call
  - Motion to allow Trustee Hartweg to attend the meeting electronically due to personal illness or disability. (*Trustee Henninger*) **(Page 3)**
3. Pledge of Allegiance
4. Village Recognition:
  - A. The Village Board and Management Team congratulates the following employees who recently celebrated an anniversary as a Village employee:

Jeffrey Vesivick	Recreation	Fifteen Years
David Buckley	Recreation/Public Works	Fifteen Years
David Goodalis	Glenbard Wastewater Authority	Ten Years
5. Audience Participation
6. Consent Agenda: **(Pages 4 - 22)**

The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below: (*Trustee Ladesic*)

- A. Village Board Meeting Minutes:
  - February 15, 2010 – Regular Village Board Workshop
  - February 22, 2010 – Village Board Workshop
  - February 22, 2010 – Regular Village Board Meeting
- B. Total Expenditures (Payroll and Vouchers) - \$807,092.16.

The vouchers have been reviewed by Trustee Ladesic prior to this meeting.

- C. Motion to designate Trustee Cooper as Village President Pro Tem for the four-month period from May through August 2010.

- D. Motion to approve the request from Bells and Whistles Snackery to host the 2010 Pajamapalooza event on Saturday, March 20, 2010 at Bells and Whistles Snackery, 405 N. Main Street, between the hours of 8:00 a.m. and 4:00 p.m. (*Administrative Analyst Schrader*)
- E. \*\*\*Motion to approve the purchase of a Stepp Model SPHD-3.0 Hot Box from Stepp Manufacturing Co., of North Branch, Minnesota in the amount of \$24,507. (*Public Works Director Caracci*)
7. Ordinance No. 5853, an Ordinance Approving a Special Use Permit and Zoning Variation for a New SCADA Antenna and Support Structure to be Located at the Southwest Corner of Lambert Road and Taft Avenue on the Public Works Reno Center Property. (*Trustee Thorsell*) **(Pages 23 – 59)**
- Planning and Development Director Staci Hulseberg will present information on the request of the Village of Glen Ellyn Public Works team for approval of a special use permit and zoning variation to allow a new antenna and support structure to be installed on the Reno Center property. The new antenna would be used to send low wattage radio control and communication signals to potable water production facilities and sanitary sewer lift stations throughout the Village of Glen Ellyn. The structure is part of a \$125,000 upgrade to Glen Ellyn's Supervisory Control and Data Acquisition System also known as SCADA.
8. Ordinance No. 5854-VC, an Ordinance Amending the Village Code of the Village of Glen Ellyn – Title 4, Chapter 1 – Building Code; Contractor Registration Provisions. (*Trustee Ladesic*) **(Pages 60 – 69)**
- Planning and Development Director Staci Hulseberg will describe the Village's proposed Contractor Registration Regulations which will become effective on March 15, 2010. The new regulations will require contractors to submit certain information to the Village including fees, required licenses, surety bonds, and certificates of insurance. The collection of these documents will offer enhanced background information on contractors working in the Village.
9. Reminders:
- The next Special Village Board Workshop meeting of the Glen Ellyn Village Board is scheduled for Monday, March 15 beginning at 6 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.
  - The next Regular Village Board Meeting is scheduled for Monday, March 22, 2010 with a Workshop beginning at 7 p.m. and the Regular Board Meeting beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.
10. Other Business?
11. Motion to adjourn to Executive Session for purposes of discussing the purchase or lease of real property, and the approval of Executive Session Minutes, adjourning thereafter without returning to open session. (*Trustee Thorsell*)
12. Press Conference

A-2

SUGGESTED FORM FOR

ELECTRONIC ATTENDANCE REQUEST

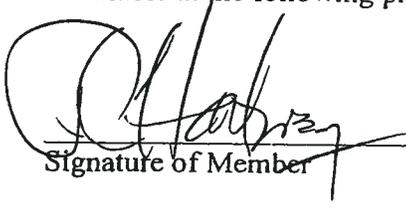
I hereby request to electronically attend the meeting of the Glen Ellyn Village Board on March 8, 2010, at 7:00 p.m.

I am eligible to participate electronically because of [check one]:

- (1) personal illness or disability
- (2) employment purposes or business of the public body
- (3) a family or other emergency

During the meeting, I will be at the following location:

487 HAWTHORNE BLVD. GLEN ELLYN, IL and reachable at the following phone number: 630-469-8992

  
\_\_\_\_\_  
Signature of Member

3/1/10  
\_\_\_\_\_  
Date

OR

Request received by \_\_\_\_\_ phone \_\_\_\_\_ e-mail \_\_\_\_\_ fax \_\_\_\_\_ other

Suzanne R. Connors  
\_\_\_\_\_  
Signature of Clerk

3/1/10  
\_\_\_\_\_  
Date

A-6A

**Minutes  
Regular Village Board Workshop  
Glen Ellyn Village Board of Trustees  
February 15, 2010**

Time of Meeting: 7:00 P.M.

Present: President Pfefferman; Trustees Comerford, Cooper, Hartweg, Ladesic, Thorsell Henninger; Village Clerk Connors.  
Staff present: Village Manager Jones, Schrader, Batek, Caracci, Hulseberg, Norton, Minix.

**1. Call to Order**

President Pfefferman called the Board Workshop to order at 7:00 P.M. with a roll call Trustees Comerford, Cooper, Hartweg, Ladesic, Thorsell, and Henninger responding "Here."

**2. Public Comments?**

None.

**3. February 22, 2010 Village Board Meeting Agenda Review**

6 C. Village Manager Steve Jones explained Trader Joe's request for a change in the hours of operation for selling wine and beer to 8:00 a.m. when the store opens. An ordinance for a new Class D-4 Liquor License would address the earlier start time for Monday through Saturday and place a limit on the square footage for display size. After checking the Illinois Liquor Code and Police Chief Norton and BASSETT and Alcoholic Awareness expert Sgt. Kurt Vavra are recommending the earlier start time. The ordinance would reduce Class D-2 by one and create a new Class D-4.

6D. Public Works Director Joe Caracci presented information regarding the intergovernmental agreement with DuPage County for improvements to the intersection of St. Charles Road and Riford Road. The Village will be the lead agency and manage the project and be reimbursed the County portion of about \$353,000. DuPage county will own and operate the right of way. The Village own and operate the street lights. He noted that 70% of the money comes from Federal funds for roadway and storm sewer improvements, but water and other sewer improvements are totally borne by the Village.

6E. Public Works Director Caracci explained the Village provides fuel for the Village, Glenbard Wastewater Authority, Glen Ellyn Park District, and the Volunteer Fire Company. It has been over 12 years since the Village has gone out for bid for fuel. Bids for fuel were recently received from four different vendors. Although Bell Fuels was not the lowest bid, they were the only one that met all the requirements which included an

mandatory additive which the Village required for protection for infrastructure improvements/equipment. The 14 month contract will be \$213,551 with a two year extension. Bell began to charge the reduced bid price in December 2009. The Village now keeps ample supplies available in the event of a shortage, but to provide fuel to additional entities may require keeping less available and ordering more often. Public Works Department has reduced the amount of fuel used during the past year by being more efficient in their use of the equipment such as idling procedures.

7. Public Works Director spoke presented preliminary information regarding a concept study for the Crescent Boulevard corridor between Park and Riford. Memorial Park improvements are planned by the school district to reduce the number of crossings across Crescent to improve safety due to increased traffic flow. There is an anticipation of applying for a Federal Surface Transportation Program grant for funding for Village improvements in 2015, but the application is due in August 2010. The question before the Village Board is does it desire to move forward with the Crescent Boulevard improvements, and if so, should concept plans be developed which would move the project earlier than 2015. The Village and school district could work together before the school district made their improvements. If no traffic studies are conducted, the cost would be about \$40,000 for the concept study; about \$65,000 to include traffic studies. The school district is on a more accelerated schedule than the Village. Public Works is reviewing engineering consultant's proposals. The concept plan is necessary in order to enhance the application for the grant. Staff recommends engaging a design engineer using Capital Improvement funds and applying for STP funds. STP funding will accelerate the project earlier than 2015. This project will probably not qualify for current Federal Stimulus money. Thomas Waters of 740 Grand spoke against the improvements as presented.

#### **4. Commonwealth Edison Presentation**

John O'Halloran and Drew Zmolek from Commonwealth Edison discussed capacity and reliability of the electrical service in Glen Ellyn. They reviewed six areas that had outages recently. They reviewed new equipment and techniques now available. Robocall has been working well in the last six months. After outages are reported and posted, E-outage is updated every ½ hour. Police Chief Norton asked why his department often receives calls about outages and ComEd knows nothing about them. Mr. O'Halloran replied that until ComEd is notified, they do not know about outages unless it is something on a very large scale. He requested that the Village ask residents to all ComEd to let them know about an outage and not assume that a neighbor will call.

#### **5. Riford Road Sidewalk**

Bob Minix discussed the proposed sidewalk installation on the west side of Riford between Crescent Boulevard and St. Charles Road. Bid letting will be managed by the

Village. Some Federal and DuPage County money will be available for work being done on St. Charles Road. Full and complete reconstruction of the roadway is planned. In June 2006, the Village asked for public input concerning sidewalk on the west side of Riford and as a result, has reached the point where the proposed configuration of the sidewalks in some places will be 5' wide while in other locations will be 6' wide. A 6' wide sidewalk is an IDOT requirement. Mr. Minix detailed trees and bushes that would need to be removed due to construction of the sidewalk and roadway and how many could be saved by changing the width of the sidewalk. Each driveway approach will be different and the Village will take that into consideration. It is anticipated that water and sewer services will be done without impacting trees. Decisions regarding parking on Riford Road will be made by the Police Chief and Public Works Director. David Hartsell (714 Meredith Pl.) spoke in favor of installing sidewalks. Mary Demling (764 Riford Rd.) was in favor of sidewalks, but not losing trees. The Village will confer with the Park District regarding their plans for Ackerman entrance and right of way intersection walkway. Thomas Walters (740 Grand) spoke against sidewalks. With Village Board approval, construction should start about June 1, 2010. The Village Board appeared to support the installation of sidewalks as presented.

#### **6. Quarterly Financial Report**

Jon Batek discussed the 3<sup>rd</sup> quarter financial report noting that the focus was on the General Fund which does not include Enterprise Funds such as Water & Sewer Funds and the Village Links. Director Batek highlighted various revenue sources and the status to date for this fiscal year. The current fiscal year has been operating below last year except for January 2010. It is hope the Village will break even by the end of this fiscal year which ends April 30, 2010. Without the 1% Home Rule sale tax, revenue would have fallen greatly. Regular sales tax is behind last year, but only slightly. The sales tax figure does not include Home Rules sales tax. The State does not reveal sources of tax so that the Village can only guess from where the sales tax income originates. State income tax and interest income are down for the year; building permit requests are down. The Village is about 4% behind about where it expected to be for revenue; 5% behind in expenses. Expenses are fairly stable, but revenues fluctuate. It looks like the Village could be fairly close to break-even for this fiscal year. The entire report is available on the Village website. The draft budget for the next fiscal year is being prepared.

#### **7. Core Services Project**

The Village Board previously received a form that listed approximately 400 various services/activities provided by the Village. Each Board is being asked to rank the tasks or functions in terms of importance and return them to the Village Manager by the end of the month if possible. This can be used as a guide for the current and future Village Boards. It is anticipated that this ranking could be a part of the budget review process.

**8. Other Items?**

It was noted that 99.9% of properties shoveled after the last snow storm. Four coyotes were trapped and the trapper is finished for the time being. He thinks the ones he trapped were the ones causing the problems. The Police Department is receiving few calls now.

**9. Adjournment**

At 10:15 p.m. Trustee Comerford moved and Trustee Thorsell seconded a motion to adjourn to Executive Session in Room 301 for purposes of discussing the purchase or lease of real property, adjourning thereafter without returning to open session.

Submitted by:



Suzanne R. Connors,  
Village Clerk

**Minutes**  
**Regular Village Board Workshop**  
**Glen Ellyn Village Board of Trustees**  
**February 22, 2010**

Time of Meeting: 7:01 P.M.

Present: President Pfefferman; Trustees Comerford, Cooper, Hartweg, Ladesic, Thorsell Henninger; Village Clerk Connors; Attorney Diamond.  
Staff present: Village Manager Jones, Schrader, Batek, Caracci, Hulseberg, Norton.

**1. Call to Order**

President Pfefferman called the Board Workshop to order at 7:00 P.M. with a roll call Trustees Comerford, Cooper, Hartweg, Ladesic, Thorsell, and Henninger responding "Here."

**2. Public Comments?**

Paula McGowen, 1N443 Park Blvd., Glen Ellyn addressed the Village Board regarding the trapping of coyotes. She spoke against the what she considered poor treatment of the coyotes and other wildlife in the Village of Glen Ellyn.

**3. Economic Development Discussion**

President Pfefferman expanded on information concerning further economic development related to vision, scope, methods, commercial and residential development and steps to achieve the mission. Reaction to his presentation indicated that much of the development falls within the downtown strategic plan. There was general agreement that the Village Board should prioritize, but not be involved in what the Economic Development Corporation should be doing. Specifics of the Village Board's role has yet to be determined. Breakdown of expenses and responsibilities for each entity should be detailed to accommodate who does what. A synopsis of the responses from the survey that went out with the water bills a few years ago will be provided from Economic Development Corporation Director Janie Patch.

**4. Contractor's Registration Discussion**

Planning and Development Director Hulseberg distributed additional information regarding a proposed new ordinance concerning information required from contractors who must register with the Village when a building permit is requested. The Village Attorney's office advised that revoking a registration could put the Village at risk. A surety bond might be a better way to approach the situation. The Village can collect information about a contractor and make that information public. Tightening Village codes would also assist in enforcement. The Village Board may be interested in strengthening the existing codes to add additional requirements. Director Hulseberg detailed some language on the proposed ordinance that would be changed if the Village

Board wanted to go forward with the ordinance. Attorney Diamond stated that the Village would want to be sure that it does not make it too difficult for good contractors to work in the Village. He suggested alternatives for bringing suit against poor work done by a few contractors who do not follow Village codes. Additional research is being done to clarify homeowners working on their own property. Changes will be made and the ordinance should be ready for the next Village Board meeting agenda.

**5. Downtown Strategic Plan Implementation**

Village Manager Jones presented information that separated the plan into 54 separate goals in 10 categories and identified activities needed to go forward for funding, parking, 2-way streets, etc. The goals will be prioritized so the Village Board has a general sense of where it wants to go and how to get there. Each of the elected officials will identify five of the most important items and return the completed chart to Village Manager Jones by Board members. He would then total the votes allowing the Board to be able identify the most important activities. If the Village Board wishes to discuss the various goals/categories before voting, they could schedule this for another meeting. The Village Board will discuss this further.

**6. Other Items?**

None

**7. Adjournment**

At 8:00 p.m. the meeting was adjourned to the Regular Village Board Meeting in the Galligan Board Room.

Submitted by:

  
Suzanne R. Connors,

Village Clerk

**Minutes  
Regular Meeting  
Glen Ellyn Village Board of Trustees  
February 22, 2010**

**Call to Order**

Village President Pfefferman called the meeting to order at 8:02 p.m.

**Roll Call**

Upon roll call by Village Clerk Connors, Village President Pfefferman and Trustees Comerford, Cooper, Hartweg, Henninger, Ladesic and Thorsell answered, "Present."

**Pledge of Allegiance**

The Pledge of Allegiance was led by President Pfefferman.

**Village Recognition**

- a. Letter from a very grateful Glen Ellyn resident complimenting Utilities Inspector Bill Miller for his assistance with the restoration of service to their home after their sewer line broke in several different places.
- b. February 9 letter from a former resident detailing how he was rear-ended by a school bus and complimenting Police Officer Edward Tovar for his excellent assistance.
- c. Website message posted February 16 entitled "Such nice police officers!" by a Glen Ellyn resident forwarding her appreciation for the efforts of our police department to direct traffic, provide information, and to ensure the safety of our citizens after a train stalled on the tracks for several hours.

**Audience Participation**

- a. Ruth Najaiht, 1623 Salisbury Court, Wheaton who was interested in how the Village of Glen Ellyn took care of the coyote problem. She was going to use the information when she appeared before the Wheaton City Council.

**Consent Agenda**

Village Manager Jones presented the Consent Agenda; Village President Pfefferman called for questions and/or discussion on the items on the Consent Agenda.

Trustee Comerford moved and Trustee Cooper seconded the motion that the following items included on the Consent Agenda be approved:

- a. **Minutes** of the following Village Board Meetings:  
Workshop  
February 8, 2010  
  
Regular Meeting  
February 8, 2010
- b. Total **Expenditures** (Payroll and Vouchers) - \$1,082,005.06.  
The vouchers were reviewed by Trustee Comerford prior to the meeting.
- c. **Ordinance No. 5850-VC**, an Ordinance to Amend **Liquor Control Code** Chapter 19 of Title 3, Section 11 (Classification of Licenses) of the Village Code of Glen Ellyn, Illinois Modifying Class D-2 Liquor License Classification and by Creating a Class D-4 Liquor License Classification and to Amend Chapter 19 of Title 3, Section 3-19-13 Subsection (A) and Add Subsection (B).
- d. Intergovernmental agreement between the County of DuPage and the Village of Glen Ellyn for improvements to the intersection of County Highway 7/St. Charles Road at Riford Road.
- e. Award a contract to Bell Fuels, Inc. of Cicero, Illinois for the **purchase of unleaded gasoline and ultra-low sulfur diesel fuel** (with additive) for the unit price of Oil Price & Index Service (OPIS) average plus \$0.041, and OPIS rack average plus \$0.071, respectively.
- f. **Ordinance No. 5851-VC**, an Ordinance Amending Title 4 (**Building Regulations**) of the Village Code to Reinstate a Fee for Village Code Waiver Requests and Increase the Cost for a Knox Box. The cost for a Knox Board will increase to the actual cost plus 10% administrative fee.
- g. **Ordinance No. 5852**, an Ordinance Partially Abating the Tax Hereto Levied for the Year 2009 to Pay the Principal of and Interest on the **General Obligation Bonds**, Taxable Series 2010 (Build America Bonds – Direct Payment), of the Village of Glen Ellyn, DuPage County, Illinois.

It was moved by Trustee Comerford and seconded by Trustee Comerford to accept the Consent Agenda. Upon roll call on the Consent Agenda, Trustees Comerford, Cooper, Hartweg, Henninger, Ladesic and Thorsell voted "Aye". Motion carried.

### **Crescent Boulevard Concept Study – Engineering Services Agreement**

Public Works Director Joe Caracci presented information regarding a preliminary concept study of the Crescent Boulevard corridor in anticipation of applying for a Federal Surface Transportation Program (STP) grant for the improvements currently scheduled for 2015. Engineering consultants Burns & McDonnell offered the best proposal of the three

proposals received and is recommended for the concept study. The proposed study is in follow-up to a December 2009 meeting with School District 87. The school district is proposing changes for Memorial Field and the Village would like to work closely with the school district on the project so that whatever the school district does would not interfere with future Village road work originally scheduled for Crescent Boulevard in 2015. If the school district makes changes to Memorial Field, the Village wants to be ready to adapt the road plan to those changes before the Village project begins. The Village will spend approximately \$44,000 to apply for STP funds. If funding is received, it could amount to 70% in Federal funding with the Village paying 30% of the cost of the project. However, the concept study has to be completed and submitted by August 2010 in order to be eligible for STP funds. RFPs were sent to four different engineering firms; three were returned. Burns and McDonnell of Downers Grove was judged as the best for this project. Patrick Brosnan of Legat Architects was present to answer questions from the Village Board. Public Works Director Caracci, Planning & Zoning Director Hulseberg, and Mr. Brosnan answered questions about funding, traffic flow, safety, Village planning/zoning restrictions, and accelerated project time. Kathy Cornell, 678 Forest, spoke about resurfacing the road and improvements planned for Memorial Field; Thomas Waters, 740 Grand, spoke against the project; Janice Waters, 740 Grand, spoke against the project; Kathy Cornell suggested stop signs or pedestrian bridge instead of what was being proposed for roadway improvements; Jan Page, 206 Hill suggested resurfacing only.

Trustee Hartweg moved and Trustee Comerford seconded the motion to enter into an engineering services agreement with Burns & McDonnell of Downers Grove, Illinois for the Crescent Boulevard Concept Study in the amount of \$44,000 (including a 10-percent contingency), to be expensed to the FY 09-10 Capital Projects Fund.

Upon roll call, Trustees Hartweg, Comerford, Henninger, Ladesic and Thorsell voted "Aye." Trustee Cooper abstained. Motion carried.

### **Reminders**

- Village Board Special Workshop scheduled for Monday, March 1, 2010 at 6:00 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.
- The next Regular Village Board Meeting is scheduled for Monday, March 8, 2010 with a Workshop beginning at 7 p.m. and the Regular Board Meeting beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

### **Other Business**

An \$18,000 grant has been received by the Glen Ellyn Volunteer Fire Company.

The draft of the Village budget for 2010/11 is on the Village's website.

Trustee Hartweg mentioned that once again sidewalks are clear after a snow fall. Also the Economic Development Commission along with the Public Works Department is presenting a program on Lawn Care Basics on March 9 from 7p.m. to 9p.m at the Glen Ellyn Library.

### **Adjournment**

At 9:25 p.m., Trustee Cooper moved and Trustee Hartweg seconded the motion to recess to executive session in Room 301 to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, the purchase or lease of real property, and to review and approve closed session meeting minutes without returning to regular session. All Trustees present voted "Aye." Motion carried.

Respectfully Submitted,



Suzanne R. Connors  
Village Clerk



DRAFT

March 9, 2010

A-60

**Village President**  
Mark Pfefferman

Tracey Kreiling  
Bells and Whistles Snackery  
405 N. Main Street  
Glen Ellyn, IL 60137

**Trustees**

Jim Comerford  
Peter E. Cooper  
Phillip Hartweg  
Carl L. Henninger  
Peter F. Ladesic  
Michelle Z. Thorsell

RE: 2010 Pajamapalooza Event

Dear Ms. Kreiling:

This letter is to confirm action taken at the Village Board Meeting on Monday, March 8, 2010, regarding the 2010 Pajamapalooza Event scheduled for Saturday, March 20, 2010, as described in your attached letter of February 25, 2010. The Village Board approved your requests as follows:

1. Approval for the event to be held between 8:00 a.m. and 4:00 p.m. on March 20, 2010.
2. Approval to hold a pajama parade at 11:00 a.m. commencing and concluding at 405 N. Main Street. Please contact both the Police Department (Sergeant Webber, 630-469-1187) and the Public Works Department (630-469-6756) to coordinate the details of the parade.
3. Bells and Whistles Snackery is reminded that no outside signage regarding the event is permitted.
4. Evidence of insurance from Bells and Whistles Snackery in the amount of \$2 million listing the Village as additionally insured must be presented to Personnel Analyst Danamarie Izzo by Tuesday, March 16, 2010.

The Village expects Bells and Whistles Snackery to monitor the event to the best of its abilities to ensure that all conditions contained in this letter are observed. Violations that cannot be resolved at the scene may be reported to the Police Department.

Sincerely,

Steve Jones  
Village Manager

cc: Staci Hulseberg, Planning and Development Director  
Phil Norton, Police Chief  
Dave Buckley, Assistant Public Works Director  
Danamarie Izzo, Personnel Analyst

**Village Clerk**  
Suzanne R. Connors

**Village Manager**  
Steve Jones

**Civic Center**  
535 Duane Street  
Glen Ellyn, IL 60137  
630 469-5000  
Fax 630 469-8849  
Web: www.glenellyn.org

**Police Department**  
535 Duane Street  
630 469-1187  
Fax 630 469-1861

**Public Works Department**  
100 South Lambert Road  
630 469-6756  
Fax 630 469-3128

X:\Admin\LETTERS\2010pajamapalooza

## Kristen Schrader

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**From:** Tracey Kreiling [bwsnackery@gmail.com]  
**Sent:** Thursday, February 25, 2010 4:22 PM  
**To:** Mark Pfefferman; Kristen Schrader; Steve Jones; Phil Norton; jcaracci@glenellyninfo.org; Staci Hulseberg  
**Cc:** Lee Fruit; Andrew Giese  
**Subject:** Request for Permission to Host Pajamapalooza along with Parade and Police Escort

It's time for Glen Ellyn's third annual Pajamapalooza event, in support of The Pajama Program, a nationwide non-profit organization that provides new pajamas to homeless children. Every effort is made to then distribute the P.J.'s within DuPage County. ([www.pajamaprogram.org](http://www.pajamaprogram.org))

We request permission to host Pajamapalooza again this year on Saturday, March 20th at Bells & Whistles Snackery.

The event would consist of pancakes and pajamas from 8:00 am - 4:00 pm. Story times at 10:30 am, 12:30 pm and 3:00 pm.

At 11:00 am, we would like to offer a short Pajama Parade along the sidewalks of south Main Street. The parade would depart from Bells & Whistles, go North to Duane Street, Cross to the Vision Center, South to Geisches and Cross back to Bells & Whistles. It would be our wish to have a Segway Police Escort. (Officer Perez did a great job last year). We would be grateful for permission to hold the parade and an escort for safety and community bonding.

We appreciate your consideration of this event and look forward to your thoughts. Should you have questions, please contact me.

Thank You,  
Tracey Kreiling  
Bells & Whistles Snackery  
Lee Fruit - Event Chairperson

A-6E



**To:** Steve Jones, Village Manager  
**From:** Joe Caracci, Public Works Director  
**Date:** March 2, 2010  
**Re:** Equipment Purchase – Hot Box

### **Background**

One of the core functions of Public Works Operations is maintaining our 86 miles of roadway. Asphalt patching and pothole patching is a year round function that helps maintain safe roadways until larger infrastructure upgrades are performed. Annually, our department places approximately 372 tons of asphalt (both hot mix and cold mix) in potholes, utility patches and medium sized roadway patches. In order to keep the material hot and pliable for installation a hot box is utilized. A hot box is typically trailer mounted and includes heating elements and burners, tilted hopper to ease discharge of material (and thus lessen operator fatigue and injury), safety lighting, and hydraulic brakes.

### **Issues**

Our existing hot box is over seven years old, has a corroded heat exchanger, and has reached the end of its useful life. As such, we have budgeted \$25,000 in the current (FY10) budget for a replacement hot box. Three different models of hot box were considered and demonstrations were provided to our Team. Our Equipment Services Division developed specifications based on the piece of equipment that best fit our needs – the Stepp SPHD-3.0. Three regional dealers were contacted to provide proposals on the hot box. Stepp Manufacturing, Inc. of North Branch, Minnesota provided the lowest proposal at a cost of \$24,507.

### **Action Requested**

Motion to approve the purchase of Stepp Model SPHD-3.0 Hot Box from Stepp Manufacturing Co., Inc. of North Branch, MN in the amount of \$24,507.

### **Recommendation**

Recommend the purchase of one Stepp Model SPHD-3.0 Hot Box from Stepp Manufacturing Co., Inc. of North Branch, MN in the amount of \$24,507.

### **Attachments**

- Memorandum authored by Frank Frasco dated February 8, 2010 (with attachments)

**Glen Ellyn Public Works Department**

## Interoffice Memorandum

**to:** Joseph M. Caracci, Public Works Director  
**from:** Frank Frasco, Equipment/Fleet Services Supervisor  
**subject:** Pothole Hot Patcher Trailer- Purchase Recommendation  
**date:** March 1, 2010

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The Equipment Services Division of the Public Works Department has researched and created specifications for a replacement pothole hot patcher and dump trailer. This equipment is used by the Operations Division to perform asphalt pavement repairs and to patch potholes. This seven year old machine has a corroded heat exchanger box and has reached the end of its useful life. In the current FY09/10 budget, the Village Board has approved \$25,000 for the purchase of this equipment.

The replacement machine will be equipped with a diesel fired 3 yard (4 ton) tilt hopper. The tilt hopper will lessen operator fatigue and personal injury while increasing productivity. The hopper will also be oil jacketed and temperature controlled to maintain even heat throughout the product. The trailer will be equipped with safety lighting and hydraulic brakes.

The ESD team requested and received three proposals from suppliers of municipal asphalt paving equipment.

VENDOR	MODEL	COST
Pavement Tech. International	SPHD-3.0	\$29,108.00
Konrad Material Sales LLC	SPHD-3.0	\$28,100.00
Stepp Manufacturing Co. Inc.	SPHD-3.0	\$24,506.70

Equipment Services has reviewed these proposals and I am recommending the Village Board approve a contract with the lowest responsible bidder for the purchase of a SMC I SPHD 3.0 from Stepp Manufacturing Co. Inc. in North Branch, MN in the amount of \$24,506.70 Funding should be expensed to the FY09/10 Capital Outlay-Vehicles, account 65000-570155.

**cc:** Steve Jones, Village Manager  
Jon Batek, Finance Director

Depreciation funds have been reserved in the amount of \$47,600 for the replacement of this vehicle. The replacement vehicle will be a Ford F350 4X4 with a stainless steel dump body and a central hydraulic system. Operations division uses the vehicle year round for JULIE locating, sewer and water maintenance and repair, main breaks, utility dig patching, lift station maintenance/repair and general all purpose use. The replacement vehicle will be purchased through the State of Illinois Joint Purchasing Agreement.

Projected replacement cost.....\$49,000

**SNOW PLOWS #10-200, #10-201, #10-202, and #10-251:** Two 11-foot Monroe snow plows, one 10-foot Gledhill snow plow and one 10-foot Monroe snow plow purchased for \$26,000. These 10-year old plows are on a ten-year depreciation schedule and are fully depreciated. Depreciation funds have been reserved in the amount of \$33,800 for the replacement of these snow plows. The replacement snow plows will be of similar length and be equipped with level raise systems, mail box cutouts, quick attach loops, heavy duty running shoes, compression trip poly moldboards, power reverse, high carbon cutting edges and curb shoes with carbide blade savers.

Projected replacement cost.....\$44,000

**Asphalt Hot Box:** Provides for the purchase of a trailer mounted asphalt hot box that is utilized to keep asphalt material heated and pliable for pavement patches and pot hole repairs.....\$25,000

The following vehicles and equipment are fully depreciated and funded, but they will not be replaced this year due to low mileage/hours and or the fact that they are in good overall condition.

- VEHICLE #002- A 2007 Ford Crown Victoria
- VEHICLE #008- A 2007 Ford Crown Victoria
- VEHICLE #014- A 2001 Ford Crown Victoria
- VEHICLE #206- A 2000 Ford F450 Bucket Truck
- VEHICLE #207- A 2000 GMC K2500 Pick-up Truck
- VEHICLE #209- A 1998 JCB Backhoe
- VEHICLE #213- A 1999 GMC K2500 Pick-up Truck
- VEHICLE #218- A 2000 Chrysler Voyager
- VEHICLE #225- A 2000 Ford F450 Crane Truck
- VEHICLE #242- A 1991 Ford F800 Flusher Truck
- VEHICLE #253- A 1993 John Deere F925 Tractor
- VEHICLE #514- A 1989 Ingersoll Rand Air Compressor.

13. **Capital Outlay- Equipment: (\$2,100)**

**Diagnostic Scanner & Software: (\$2,100)** Provides for the purchase of software to update the Snap-On Vantage graphing meter and Solus Engine Scanner to the 2008 model year. This is the most current software available to troubleshoot and diagnose light/medium duty vehicle problems.



1/15/2010

**Stepp Manufacturing Co., Inc.**  
 12325 River Road - North Branch, MN 55056-6225 USA  
 Phone (651) 674-4491 - Fax (651) 674-4221

## Confirmation of Order

**BILL TO:** City of Glen Elyn  
**ATTN:** Frank Frasco email: frasco@glenellyn.org

**REF :** SPHD-3.0 Hot Pack

**VIN** TBD

**Phone**  
**Fax**

**PAYMENT BY**

Down payment		Amount Enclosed	
Credit Card		Card Type	
Card Number			
On Account	X		
Letter of Credit			

<b>Stepp Order#:</b>	
<b>Date ordered</b>	
<b>Delivery Date:</b>	60-90 Days ARO
<b>Purchase order #:</b>	
<b>Ship via</b>	Truck
<b>FOB</b>	Destination
<b>Salesman</b>	Jason Stepp

ITEM #	Description	QTY	Unit Cost	Total Amount
	Stepp Pre-mix Heater Dump Style 3 0 Auto Temp Controls (Included)	1	21,825 00	21,825 00
	Hydraulic Surge Brakes	1	1,560 00	1,560 00
	2 Light LED System	1	400 00	400 00
	Battery Charger	1	375 00	375 00
	Hour Meter	1	125 00	125 00
	Shovel Cleaning Compartment	1	528 00	528 00
	Front Catwalk with Railing	1	375 00	375 00
	110 Volt Overnight Heaters	1	1,575 00	1,575 00
	Unit Includes Diesel Burner Oil Jacketed Hopper Truck Style Hoist, Auto Temp Controls Folding Shovel Platform, Gas Assist Top Loading Doors  Paint Hitch Light Plug			

<b>Subtotal</b>	26,663.00
10 Munc Discount	2,666.30
	0 00
<b>Tax</b>	0
<b>Freight</b>	600.00
<b>Total Due</b>	24,506.70

Ordered By/Approved By \_\_\_\_\_  
 \_\_\_\_\_  
 Stepp Mfg Sales Rep.

\*All prices herein quoted are exclusive of sales, use, and other excise taxes. All such taxes and any other taxes measured in whole or part, by gross receipts applicable to this transaction are to be borne by the purchaser. All export, import and other duties, tariffs and customs shall be paid by the purchaser. If exemption is claimed by the purchaser from any of the foregoing, the purchaser shall furnish satisfactory proof of such exemption.

\*\*If down payment box is checked, check must be included with confirmation.

**Please fax back signed copy of this confirmation to process your order.**



Konrad Material Sales, LLC

1228 467th Street  
 Stanchfield, MN 55080  
 Phone: 763-689-5199 Fax: 763-689-4329  
[b.konrad@deeryamerican.com](mailto:b.konrad@deeryamerican.com)

INVOICE NO.  
 DATE: January 28, 2010  
 CUSTOMER ID: villageglenelly  
 EXPIRATION DATE: 3/15/2010

TO: Village of Glen Ellyn

SALESPERSON	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
Bruce			FOB Destination	90 Days ARO	Due on receipt	
QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL	
1.00		Stepp Pre Mix Heater, Model SPHD-3.0	\$ 22,775.00		\$ 22,775.00	
1.00		Hydraulic Surge Brakes	1,560.00		1,560.00	
1.00		Battery Charger	425.00		425.00	
1.00		Hour Meter	140.00		140.00	
1.00		LED Lighting System/Two Light	425.00		425.00	
1.00		Shovel Cleaning Compartment	575.00		575.00	
1.00		Electric Overnight Heaters	1,650.00		1,650.00	
1.00		Front Catwalk	550.00		550.00	
<b>TOTAL DISCOUNT</b>						
Quotation prepared by: Bruce Konrad					<b>SUBTOTAL \$</b>	<b>28,100.00</b>
This is a quotation on the goods named, subject to the conditions noted below: (Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.)					<b>SALES TAX</b>	
To accept this quotation, sign here and return: _____					<b>TOTAL \$</b>	<b>28,100.00</b>

THANK YOU FOR YOUR BUSINESS!

# Pavement Technologies International Corp.

1525 Western Ave • Albany NY 12203

# Quotation

No.

Voice: 518.218.7676

Fax: 518.218.7999

e-mail:

[Justin@Pavementgroup.com](mailto:Justin@Pavementgroup.com)

[www.PavementGroup.com](http://www.PavementGroup.com)

[Justin@Roofingkettles.com](mailto:Justin@Roofingkettles.com)

[www.roofingkettles.com](http://www.roofingkettles.com)

To: Village Of Glen Ellyn  
535 Duane Street, Glen Ellyn IL 60137

Attn: Jennifer Brown

Ref: PT-SPHD-3.0( 4ton) Dump Trailer

Date	Earliest Ship	FOB	Salesperson	
1/29/2010	90-120 Days ARO	Destination	Justin Cockx	
Item #	Description	Qty	Unit Price	Extension
PT-SPHD-3.0	PT-SPHD-3.0( 4ton) Dump Trailer	1	22658.00	\$22,658.00
	Auto Temp Controls- Included			
	Hydraulic Surge Brakes	1	1650.00	\$1,650.00
	2 Light LED System	1	450.00	\$450.00
	Battery Charger	1	425.00	\$425.00
	Hour Meter	1	175.00	\$175.00
	Shovel Cleaning Compartment	1	650.00	\$650.00
	Front Catwalk with Railing	1	425.00	\$425.00
	110 Volt Overnight Heaters (for cold patch)	1	1675.00	\$1,675.00
	For 2.0 Cubic Yard (2.7ton) Unit Deduct 4255.00			
	<b>Unit Includes:</b>			
	Diesel Burner			
	Oil Jacketed Hopper			
	Truck Style Hoist			
	Auto Temp Controls			
	Folding Shovel Platform			
	Gas Assist Top Loading Doors			
	<b>Options to consider:</b>			
	Stainless Steel Tool Holders +90.00 Each			
	Strobe Light Flush Mount LED +246.00			
	220 Volt Overnight Heaters+3500.00 (for cold and hot mix materials)			
PTIC Federal Wire Transfer Information			<b>Subtotal</b>	\$28,108.00
Account Name: Pavement technologies International Corp.				
Account Number: 122 055 608				
ABA Routing Number: 021 001 088			<b>Freight</b>	\$1,000.00
Swift Number: MRMD US 33				
Bank Name: HSBC - 899 Western Ave. Albany, NY 12203			<b>Total</b>	\$29,108.00
Branch Phone Number: 518-489-0068				

**Note:** This quotation is valid for 60 days from date above. Thereafter, it is subject to change without notice.  
Price does not include local, state or federal tax unless otherwise noted.

MEMORANDUM

TO: Steve Jones, Village Manager

FROM: Staci Hulseberg, Planning and Development Director  
 Michele Stegall, Village Planner *MJS* *SRW*

DATE: February 26, 2010

FOR: March 8, 2010 Village Board Meeting

SUBJECT: SCADA Antenna – Special Use and Zoning Variation  
 Public Works Reno Center

**Background.** The Village of Glen Ellyn Public Works team is requesting approval of a Special Use Permit and Zoning Variation to allow a new antenna and support structure to be installed on the Reno Center property. The antenna would be used to send low wattage radio control and communication signals to potable water production facilities and sanitary sewer lift stations throughout the Village of Glen Ellyn. The structure is part of a \$125,000 upgrade to Glen Ellyn’s Supervisory Control and Data Acquisition System also known as SCADA. The subject property for which the Special Use Permit and Zoning Variation are requested is located at the southwest corner of Lambert Road and Taft Avenue in the CR Conservation Recreation zoning district. In order to accommodate the project, the Public Works team is specifically requesting approval of the following:

1. A Special Use Permit in accordance with Section 10-4-3(B)6 of the Zoning Code to allow a Public Utility and Public Service Use in the CR Conservation Recreation zoning district.
2. A Zoning Variation in accordance with Section 10-4-3(D) to allow a structure in the CR Conservation Recreation zoning district with a height of 62 feet in lieu of the maximum height of 35 feet permitted.

The antenna support structure would be located behind the Reno Center parking lot and pressure adjusting station (see site plan). The adjusting station and a patch of trees located along Lambert Road would shield a significant portion of the tower from view. No cabinets or other associated equipment are proposed on the ground around the tower and no trees or other vegetation would need to be removed to install the tower. The proposed height of the tower and associated antenna is 62 feet. There is currently an existing 64 foot tall tower on the site. The existing tower is located directly south of the Reno Center on land that is 4 feet higher in elevation. Therefore, the proposed structure would appear to be 6 feet shorter than the existing tower. The proposed tower would also be shorter than two cellular towers located nearby at 320 Taft Avenue. These towers have heights of approximately 130 and 160 feet.

The Plan Commission reviewed the requests at a public hearing on February 11, 2010. No members of the public spoke at the hearing. By a vote of 8-0, the Plan Commission recommended approval of the requests.

**Action Requested.** The Village Board may approve, approve with conditions or deny the requests. The planning team has prepared an Ordinance approving the requests for consideration at the March 8, 2010 Village Board meeting.

**Attachments.**

- Draft Minutes from February 11, 2010 Plan Commission Meeting
- Aerial Photo
- Location Map for Public Hearing Notice
- Public Hearing Notice
- Mailing Labels for Public Hearing Notice
- Ordinance
- Application Packet

Cc: Joe Caracci, Public Works Director  
Bob Greenberg, Project Coordinator  
Gary Bach, Senior Plant Operator

X:\Plandev\PLANNING\DEVELOPMENT PROJECTS\Lambert\30 S. Lambert, Public Works Reno Center\VB  
Agenda Memo 022610.doc

DRAFT  
PLAN COMMISSION  
MINUTES  
FEBRUARY 11, 2010

The meeting was called to order by Chairman Julie Fullerton at 7:30 p.m. Commissioners Craig Bromann, Todd Buckton, Robert Friedberg, Jeff Girling, Heidi Lannen, Julie McCormick, Lenard Swanson and Ray Whalen were present. Commissioners Linda Dykstra and Jay Strayer were excused. Also present were Trustee Liaison Michelle Thorsell, Village Planner Michele Stegall and Recording Secretary Barbara Utterback. Chairman Fullerton welcomed new member Robert Friedberg to the Plan Commission.

Commissioner Girling moved, seconded by Commissioner McCormick, to approve the minutes of the January 14, 2010 Plan Commission meeting. The motion carried unanimously by voice vote.

Chairman Fullerton explained the procedures of the Plan Commission. On the agenda was one public hearing regarding a special use and zoning variation for an antenna at the Public Works Department Reno Center, 30 S. Lambert Road.

PUBLIC HEARING – PUBLIC WORKS DEPARTMENT RENO CENTER, 30 S. LAMBERT ROAD – SPECIAL USE AND ZONING VARIATION

A REQUEST FOR APPROVAL OF A SPECIAL USE PERMIT AND ZONING VARIATION TO ALLOW A NEW ANTENNA SUPPORT STRUCTURE TO BE INSTALLED AT THE PUBLIC WORKS DEPARTMENT RENO CENTER LOCATED AT 30 S. LAMBERT ROAD THAT EXCEEDS THE MAXIMUM HEIGHT PERMITTED IN THE CR ZONING DISTRICT. THE SUBJECT PROPERTY IS LOCATED AT THE SOUTHWEST CORNER OF LAMBERT ROAD AND TAFT AVENUE IN THE CR CONSERVATION RECREATION ZONING DISTRICT.

Staff Introduction

Village Planner Michele Stegall stated that the Village is requesting approval of a Special Use Permit and Zoning Variation to allow the construction of a new antenna support structure on the Public Works Department Reno Center property located at the northwest corner of Taft Avenue and Lambert Road in the CR Conservation Recreation District. Ms. Stegall stated that the proposed antenna and support structure will be used to send radio control and communication signals to potable water and sanitary sewer lift stations throughout the Village. The special use permit request is to allow a public service and utility use in the CR zoning district, and the zoning variation request is to allow a structure in the CR zoning district with a height of 62 feet in lieu of the maximum permitted height of 35 feet.

Ms. Stegall displayed an aerial photo and indicated the location of the proposed antenna structure which will be over 100 feet from Lambert Road and Wilson Avenue and which

will be partially shielded by vegetation along Lambert Road. Ms. Stegall displayed a photograph of a lattice-style tower that is similar to the proposed tower.

#### Petitioners' Presentation

Bob Greenberg, Project Coordinator in the Engineering Division of the Village Public Works Department, stated that the proposed antenna will provide radio signals to the various outposts of the Village water system. Mr. Greenberg stated that the proposed system communicates 24 hours a day and is much more efficient than the existing system. He added that the primary reason for the proposed change is that the new system is more reliable than the existing system and will pay for itself in approximately two years rather than costing \$9,000 per year in dedicated lines as per the current system. Mr. Greenberg also stated that the DuPage Water Commission has used the proposed system very successfully since the 1980's. Mr. Greenberg described the proposed structure and stated that the system transmits at 5 watts which is approximately the same rate as a Public Works vehicle or squad car.

#### Responses to Questions from the Plan Commission

Ms. Stegall responded to Commissioner Buckton that two towers at 320 Taft Avenue that were previously approved for special use permits are at heights of 130 feet and 160 feet.

Mr. Greenberg described how the structure will be secured for Commissioner McCormick, and he responded to Commissioner Lannen that the height will be adequate for the future. Mr. Greenberg responded to Commissioner Friedberg that the other tower was not used as an alternative because the manufacturer recommends going no farther than 100 feet with coaxial cable. After Mr. Greenberg explained the communication process, Commissioner Buckton commented that the new system would provide a cost savings but he felt the new system would not be more efficient than the current system.

#### Persons in Favor of or in Opposition to the Petition

No persons spoke in favor of or in opposition to the petitioner's request.

#### Comments from the Plan Commission

All of the Plan Commissioners were in favor of recommending approval of the subject special use permit and zoning variation. The Commissioners felt that the proposed project meets the criteria of the code and would not have a negative impact on the surrounding area. Some Commissioners also expressed appreciation for the cost savings the proposed antenna would afford.

#### Motion

Commissioner Buckton moved, seconded by Commissioner Girling, to recommend approval of the subject special use permit and zoning variation to allow a new antenna

support structure to be installed at the Public Works Department Reno Center located at 30 S. Lambert Road based on the findings of fact within the petitioner's application packet.

The motion carried unanimously with eight (8) "yes" votes as follows: Commissioners Buckton, Girling, Bromann, Lannen, McCormick, Swanson, Whalen and Chairman Fullerton voted yes. (Please note that Commissioner Friedberg was inadvertently omitted from the roll call vote).

#### Trustee Report

Trustee Thorsell reported on the recent State of the Village address and reviewed upcoming Village projects.

#### Chairman's Report

Chairman Fullerton reported on the progress of the Transitional Downtown Advisory Committee.

#### Staff Report

Village Planner Michele Stegall reported that there are no projects currently upcoming for the Plan Commission.

There being no further business before the Plan Commission, the meeting was adjourned at 7:50 p.m.

Prepared by:  
Barbara Utterback, Recording Secretary

Reviewed by:  
Michele Stegall, Village Planner

# Reno Center 30 S. Lambert Road

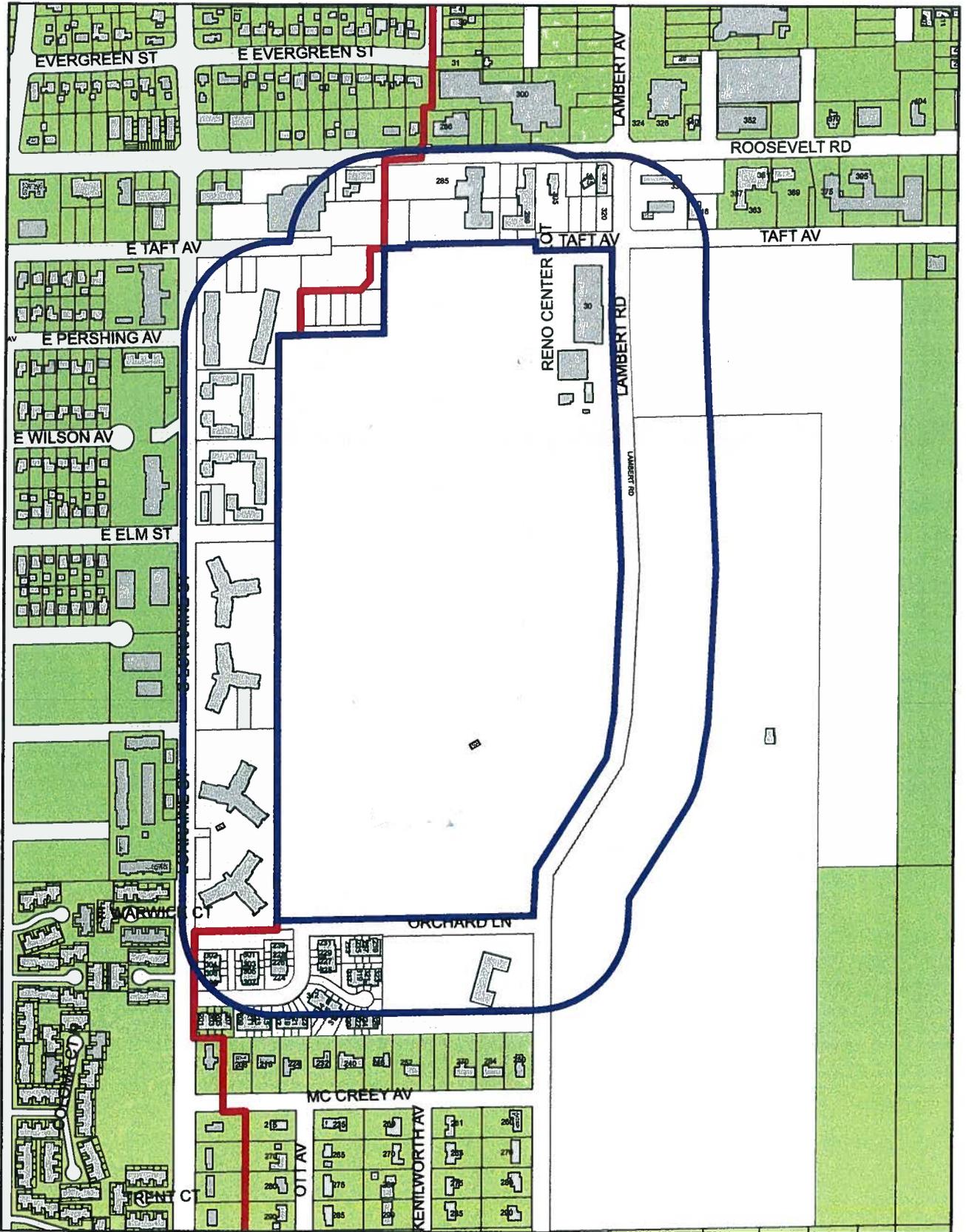


Prepared By: Michele Stegall  
Date Prepared: January 8, 2010  
Aerial Photo Circa 2002

0 175 350 700  
Feet



# 30 S. Lambert Road



Prepared By: Michele Stegall  
Date Printed: December 28, 2009



## NOTICE OF PUBLIC HEARING

The Village of Glen Ellyn is requesting approval of a Special Use Permit and Zoning Variation to allow a new antenna support structure to be installed at the Reno Center located at 30 S. Lambert Road. The new antennas and support structure will be used to send low wattage radio control and communication signals to potable water production facilities, as well as, sanitary sewer lift stations throughout the Village of Glen Ellyn. The subject property for which the Special Use Permit and Zoning Variation are requested is located at the southwest corner of Lambert Road and Taft Avenue in the CR Conservation Recreation zoning district and is legally described as follows:

OF THE EAST PART OF VACATED BLOCKS 36 AND 38 AND PART OF THE VACATED PERSHING AVENUE OF WHEATON ESTATES, BEING A SUBDIVISION IN THE EAST HALF OF SECTION 22, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 12, 1924 AS DOCUMENT 182391, IN DUPAGE COUNTY, ILLINOIS.

P.I.N. 05-22-205-025

The Plan Commission must conduct a public hearing before the Village Board can consider the requests. The Plan Commission will conduct a public hearing to consider the requested Special Use Permit and Zoning Variation on **Thursday, February 11, 2010 at 7:30 p.m.** in a meeting room on the third floor of the Civic Center, 535 Duane Street, Glen Ellyn, Illinois.

At the public hearing, the Plan Commission will specifically consider requests for approval of the following:

1. A Special Use Permit in accordance with Section 10-4-3(B)6 of the Zoning Code to allow a Public Utility and Public Service Use in the CR Conservation Recreation zoning district.
2. A Zoning Variation in accordance with Section 10-4-3(D) to allow a structure in the CR Conservation Recreation zoning district with a height of 62 feet in lieu of the maximum height of 35 feet permitted.

All persons in the Village of Glen Ellyn who are interested are invited to attend the public hearing to listen and be heard. Plans related to the proposed requests are available for public review in the Planning and Development Department of the Civic Center, 535 Duane Street, Glen Ellyn, Illinois. Questions related to the requests should be directed to Michele Stegall, Village Planner, 630-547-5249.

Individuals with disabilities who plan to attend the hearing and who require certain accommodations in order to allow them to observe and participate, or who have questions regarding the accessibility of the meeting or facilities, are requested to contact the Village 24 hours in advance of the meeting.

Michele Stegall,  
Village Planner

MATTISON JR, DONALD C  
OR CURRENT OWNER  
344 SPRING ST  
GLEN ELLYN, IL 60137

WEBB, J BRADLEY  
OR CURRENT OWNER  
1830 E ROOSEVELT RD  
WHEATON, IL 60187

~~MATTISON JR, DONALD C  
OR CURRENT OWNER  
344 SPRING ST  
GLEN ELLYN, IL 60137~~

GRUNLUND, GARY  
OR CURRENT OWNER  
231 ORCHARD LN  
GLEN ELLYN, IL 60137

CHANG, JAU-SHONE  
OR CURRENT OWNER  
1027 AMBLEWOOD CIR  
NAPERVILLE, IL 60563-1194

~~LAND TRUST, 1688  
OR CURRENT OWNER  
299 ROOSEVELT RD  
GLEN ELLYN, IL 60137~~

JOLLY, RAJESH & KIRAN  
OR CURRENT OWNER  
228 ORCHARD LN  
GLEN ELLYN, IL 60137

ELTOFT, DONNA V  
OR CURRENT OWNER  
323 TURNBERRY LN  
GLEN ELLYN, IL 60137

NOVAK ENTERPRISES INC  
OR CURRENT OWNER  
324 ILLINOIS ST  
GLEN ELLYN, IL 60137

BAIRD, RONALD R  
OR CURRENT OWNER  
5763 CAMINITO EMPRESA  
LAJOLLA, CA 92037

ARANGO, STEPHEN & C  
OR CURRENT OWNER  
225 ORCHARD LN  
GLEN ELLYN, IL 60137

PARISI, JOHN  
OR CURRENT OWNER  
233 ORCHARD LN  
GLEN ELLYN, IL 60137

LIU, HAOTIAN & QIN JIA  
OR CURRENT OWNER  
322 TURNBERRY  
GLEN ELLYN, IL 60137

~~GLEN ELLYN VILLAGE OF  
OR CURRENT OWNER  
535 DUANE ST  
GLEN ELLYN, IL 60137~~

~~STEURBAUT, ROBERT & JEONG  
OR CURRENT OWNER  
GLEN ELLYN, IL 60138~~

WOOD, MARJORIE E  
OR CURRENT OWNER  
317 S TURNBERRY LN  
GLEN ELLYN, IL 60137

~~ORCHARD PL TWNHMS OWNERS  
OR CURRENT OWNER  
324 TURNBERRY LN  
GLEN ELLYN, IL 60137~~

BAIRD, RONALD R  
OR CURRENT OWNER  
5763 CAMINITO EMPRESA  
LAJOLLA, CA 92037

~~BRIAR MANAGEMENT  
OR CURRENT OWNER  
HIGHLAND PARK, IL 60035~~

MASON J J  
OR CURRENT OWNER  
601 W COLDEN ST  
POLO, IL 61064

JOHNSON, K & E RHOADS  
OR CURRENT OWNER  
226 ORCHARD LN  
GLEN ELLYN, IL 60137

WEBB, J BRADLEY  
OR CURRENT OWNER  
1830 E ROOSEVELT RD  
WHEATON, IL 60187

SHEEHAN, MAUREEN J  
OR CURRENT OWNER  
227 ORCHARD LN  
GLEN ELLYN, IL 60137

OLSEN, KENNETH P  
OR CURRENT OWNER  
1792 SJOGREN CT  
WHEATON, IL 60187

CHRISTENSON, BARBARA  
OR CURRENT OWNER  
319 TURNBERRY LN  
GLEN ELLYN, IL 60137

SHANEL, JAMES E  
OR CURRENT OWNER  
299 ROOSEVELT RD  
GLEN ELLYN, IL 60137

MUNDY, ROLLAND & JEANNE  
OR CURRENT OWNER  
229 ORCHARD LN  
GLEN ELLYN, IL 60137

HESS, MARY  
OR CURRENT OWNER  
842 REVERE RD  
GLEN ELLYN, IL 60137

BRIAR MANAGEMENT CO  
OR CURRENT OWNER  
1755 LAKE COOK RD  
HIGHLAND PARK, IL 60035

~~GLEN ELLYN VILLAGE OF  
OR CURRENT OWNER  
535 DUANE ST  
GLEN ELLYN, IL 60137~~

PARKER, ROBERT C & WINONA  
OR CURRENT OWNER  
320 TURNBERRY LN  
GLEN ELLYN, IL 60137

CHICAGO TITLE LAND TRUST  
OR CURRENT OWNER  
171 N CLARK ST LL  
CHICAGO, IL 60601

WRIGHT, WILLIAM & C M  
OR CURRENT OWNER  
304 S ROSCOMMON CT  
GLEN ELLYN, IL 60137

VILLAGE GREEN BAPTIST CH  
OR CURRENT OWNER  
1S440 LAMBERT RD  
GLEN ELLYN, IL 60137

BREYER GRACE MGMT  
OR CURRENT OWNER  
1755 LAKE COOK RD  
HIGHLAND PARK, IL 60035

GRAHAM, GLEN G  
OR CURRENT OWNER  
219 ORCHARD LN  
GLEN ELLYN, IL 60137

TOWER SERVICES INC  
OR CURRENT OWNER  
8855 S HIGHWAY A1A  
MELBOURNE BEACH, FL 32951-40

ROOD, MICHAEL  
OR CURRENT OWNER  
316 TURNBERRY LN  
GLEN ELLYN, IL 60137

CLANCY, TERESE  
OR CURRENT OWNER  
318 S TURNBERRY LN  
GLEN ELLYN, IL 60137

~~VILLAGE OF GLEN ELLYN  
OR CURRENT OWNER  
535 DUANE ST  
GLEN ELLYN, IL 60137~~

~~VILLAGE OF GLEN ELLYN  
OR CURRENT OWNER  
535 DUANE ST  
GLEN ELLYN, IL 60137~~

~~VILLAGE OF GLEN ELLYN  
OR CURRENT OWNER  
535 DUANE ST  
GLEN ELLYN, IL 60137~~

~~VILLAGE OF GLEN ELLYN  
OR CURRENT OWNER  
535 DUANE ST  
GLEN ELLYN, IL 60137~~

VILLAGE OF GLEN ELLYN  
OR CURRENT OWNER  
498 PENNSYLVANIA AVE  
GLEN ELLYN, IL 60137

GC REAL ESTATE LLC  
OR CURRENT OWNER  
100 TRISTATE INTNATL  
LINCOLNSHIRE, IL 60069

BELL, JAMES & ISOBEL  
OR CURRENT OWNER  
306 S ROSCOMMON RD  
GLEN ELLYN, IL 60137

~~VILLAGE OF GLEN ELLYN  
OR CURRENT OWNER  
535 DUANE ST  
GLEN ELLYN, IL 60137~~

COMMUNITY BANK WHEATON/GE  
OR CURRENT OWNER  
357 ROOSEVELT RD  
GLEN ELLYN, IL 60137

STACK, ROBERT & LINDA  
OR CURRENT OWNER  
308 ROSCOMMON CT  
GLEN ELLYN, IL 60137

PIDGEON, MATTHEW & MARGO  
OR CURRENT OWNER  
230 ORCHARD LN  
GLEN ELLYN, IL 60137

SMITH, GEORGE C & GRACE E  
OR CURRENT OWNER  
324 TURNBERRY LN  
GLEN ELLYN, IL 60137

DE ROSE, LOUIS  
OR CURRENT OWNER  
221 ORCHARD LN  
GLEN ELLYN, IL 60137

~~VILLAGE OF GLEN ELLYN  
OR CURRENT OWNER  
535 DUANE ST  
GLEN ELLYN, IL 60137~~

~~TOWER SERVICES INC  
OR CURRENT OWNER  
8855 S HIGHWAY A1A  
MELBOURNE BEACH, FL 32951-40~~

WOOD, DONALD & ELISA  
OR CURRENT OWNER  
314 S TURNBERRY LN  
GLEN ELLYN, IL 60137

PIDGEON, MATT  
OR CURRENT OWNER  
312 TURNBERRY LN  
GLEN ELLYN, IL 60137

HESS, MARY  
OR CURRENT OWNER  
842 REVERE RD  
GLEN ELLYN, IL 60137

~~ORCHARD PL TWNHMS OWNERS  
OR CURRENT OWNER  
324 TURNBERRY LN  
GLEN ELLYN, IL 60137~~

~~ORCHARD PL TWNHMS OWNERS  
OR CURRENT OWNER  
324 TURNBERRY LN  
GLEN ELLYN, IL 60137~~

LONG, GREGORY D & DIANE S  
OR CURRENT OWNER  
221 ARLINGTON AVE  
NAPERVILLE, IL 60540

JORGENSEN, DONNA K  
OR CURRENT OWNER  
224 ORCHARD LN  
GLEN ELLYN, IL 60137

WOOLF, IRVING W  
OR CURRENT OWNER  
307 ROSCOMMON CT  
GLEN ELLYN, IL 60137

WEBB, J BRADLEY  
OR CURRENT OWNER  
1830 E ROOSEVELT RD  
WHEATON, IL 60187

KREGOR, KAREN LYNN  
OR CURRENT OWNER  
305 ROSCOMMON CT  
GLEN ELLYN, IL 60137

BALATY, MARIE ANNE CECILE  
OR CURRENT OWNER  
209 ORCHARD LN  
GLEN ELLYN, IL 60137

~~LAND TRUST 1688  
OR CURRENT OWNER  
299 ROOSEVELT RD  
GLEN ELLYN, IL 60137~~

BRAD WEBB PACKEY WEBB  
OR CURRENT OWNER  
1830 E ROOSEVELT RD  
WHEATON, IL 60187

MAZUR, HENRY & MIMI C  
OR CURRENT OWNER  
223 ORCHARD LN  
GLEN ELLYN, IL 60137

BEECHING, DAVID & ZENDA  
OR CURRENT OWNER  
302 ROSCOMMON CT  
GLEN ELLYN, IL 60137

WEIS, RUTH E  
OR CURRENT OWNER  
211 ORCHARD LN  
GLEN ELLYN, IL 60137

HESS, MARY  
OR CURRENT OWNER  
842 REVERE RD  
GLEN ELLYN, IL 60137

NIESMAN, KATHLEEN M  
OR CURRENT OWNER  
301 ROSCOMMON CT  
GLEN ELLYN, IL 60137

~~LAND TRUST 1688  
OR CURRENT OWNER  
299 ROOSEVELT RD  
GLEN ELLYN, IL 60137~~

~~BRIAR MANAGEMENT CO  
OR CURRENT OWNER  
HIGHLAND PARK, IL 60035~~

BUCKLEY, JOHN  
OR CURRENT OWNER  
235 ORCHARD LN  
GLEN ELLYN, IL 60137

SLECKMAN, RICHARD & NORMA  
OR CURRENT OWNER  
217 ORCHARD LN  
GLEN ELLYN, IL 60137

~~LAND TRUST 1688  
OR CURRENT OWNER  
299 ROOSEVELT RD  
GLEN ELLYN, IL 60137~~

RAYMOND, E JAMES  
OR CURRENT OWNER  
326 S TURNBERRY LN  
GLEN ELLYN, IL 60137

BAIRD, RONALD R  
OR CURRENT OWNER  
5763 CAMINITO EMPRESA  
LA JOLLA, CA 92037

CAPUTO, JAMES  
OR CURRENT OWNER  
303 ROSCOMMON CT  
GLEN ELLYN, IL 60137

NOORLAG, JEAN S  
OR CURRENT OWNER  
239 ORCHARD LN  
GLEN ELLYN, IL 60137

VIDMER, CLAUDIA  
OR CURRENT OWNER  
213 ORCHARD LN  
GLEN ELLYN, IL 60137

CHICAGO TITLE LAND TRUST  
OR CURRENT OWNER  
1830 E ROOSEVELT RD  
WHEATON, IL 60187

BOURKE, PATRICIA  
OR CURRENT OWNER  
215 ORCHARD LN  
GLEN ELLYN, IL 60137

**Village Of Glen Ellyn**

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**Ordinance No. \_\_\_\_\_**

**An Ordinance Approving a Special Use Permit  
and Zoning Variation for a New SCADA Antenna and Support Structure to be Located at  
the Southwest Corner of Lambert Road and Taft Avenue  
on the Public Works Reno Center Property**

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**Adopted by the  
President and the Board of Trustees  
of the Village of Glen Ellyn  
DuPage County, Illinois  
This \_\_\_\_ Day of \_\_\_\_\_, 20 \_\_\_\_.**

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Published in pamphlet form by the authority of the  
President and Board of Trustees of the Village of  
Glen Ellyn, DuPage County, Illinois, this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_.

Ordinance No. \_\_\_\_\_

**An Ordinance Approving a Special Use Permit  
and Zoning Variation for a New SCADA Antenna and Support Structure to be Located at  
the Southwest Corner of Lambert Road and Taft Avenue  
on the Public Works Reno Center Property**

**Whereas**, the Village of Glen Ellyn Public Works Department plans to install a new antenna and support structure on the Reno Center property to send low wattage radio control and communication signals to potable water production facilities and sanitary sewer lift stations throughout the Village; and

**Whereas**, the structure is part of an upgrade to Glen Ellyn's Supervisory Control and Data Acquisition System also known as SCADA; and

**Whereas**, in order to accommodate the installation of the antenna and support structure, the Village of Glen Ellyn Public Works Department has submitted applications for approval of:

- A. A Special Use Permit in accordance with Section 10-4-3(B)6 of the Zoning Code to allow a Public Utility and Public Service Use in the CR Conservation Recreation zoning district; and
- B. A Zoning Variation in accordance with Section 10-4-3(D) of the Zoning Code to allow a structure in the CR Conservation Recreation zoning district with a height of 62 feet in lieu of the maximum height of 35 feet permitted.

**Whereas**, the subject property where the structure would be installed is located at the southwest corner of Lambert Road and Taft Avenue in the CR Conservation Recreation zoning district on property commonly known as 30 S. Lambert Road and is legally described as follows:

OF THE EAST PART OF VACATED BLOCKS 36 AND 38 AND PART OF THE VACATED PERSHING AVENUE OF WHEATON ESTATES, BEING A SUBDIVISION IN THE EAST HALF OF SECTION 22, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 12, 1924 AS DOCUMENT 182391, IN DUPAGE COUNTY, ILLINOIS.

P.I.N. 05-22-205-025; and

**Whereas**, following due and proper publication of notice in the Daily Herald not less than fifteen (15) nor more than thirty (30) days prior thereto, and following written notice to all property owners within 250 feet, and following the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Plan Commission of the Village of Glen Ellyn conducted a public hearing on February 11, 2010, at which hearing the Plan Commission considered the requested Special Use Permit and Zoning Variation and no person spoke in favor of or in opposition to the requests; and

**Whereas**, after having considered the evidence presented, including the exhibits and materials submitted, the Plan Commission made its findings of fact and recommendations as set forth in the minutes of the Glen Ellyn Plan Commission dated February 11, 2010, a draft of which is attached hereto as Exhibit "A", and by a vote of eight (8) "yes" and zero (0) "no," recommended approval of the requested Special Use Permit and Zoning Variation pursuant to Sections 10-10-12 and 10-10-14 of the Glen Ellyn Zoning Code; and

**Whereas**, the Village President and Board of Trustees have reviewed the evidence, exhibits and materials presented at the February 11, 2010 public hearing before the Plan Commission and have considered the findings of fact and recommendations of the Plan Commission; and

**Whereas**, the President and Board of Trustees have determined that granting the requested Special Use Permit and Zoning Variation is consistent with the goals of the Glen Ellyn Zoning Code.

**Now, Therefore, be it Ordained by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois**, in the exercise of its home rule powers, as follows:

**Section One:** The February 11, 2010 draft minutes of the Glen Ellyn Plan Commission, Exhibit "A" attached hereto, and the findings of fact set forth therein and in the preambles above are hereby adopted as the findings of fact of the Village President and Board of Trustees based upon their review of the evidence, exhibits, and materials presented at the February 11, 2010 public hearing before the Plan Commission.

**Section Two:** Based upon the findings of fact and recommendations of the Plan Commission as adopted herein and the findings of fact and conclusions set forth in the preambles above, the Village President and Board of Trustees hereby grant approval of the requested Special Use Permit and Zoning Variation to allow the installation of a new antenna and support structure on the Reno Center property.

**Section Three:** This grant of approval of a Special Use Permit and Zoning Variation is subject to the condition that the project is constructed and maintained in substantial conformance with the plans submitted and the testimony presented at the February 11, 2010 Plan Commission public hearing and with the application packet stamped received February 3, 2010 including the following plans and documents as though they were attached to this Ordinance:

- A. Application for Special Use Permit signed February 2, 2010
- B. Application for Variation signed February 2, 2010
- C. Narrative (no date)
- D. Amerite 45 5-0' Base dated December 6, 2004
- E. Amerite 45 Mid-Section dated September 18, 2004
- F. Amerite 45 Top Section dated September 19, 2004
- G. Picture of Similar 64 foot tower (no date)
- H. Pictures dated January 6, 2010 of an Existing Tower on the Reno Center Property, Labeled A-D
- I. Plan Entitled "Reno Service Parking Lot Addition" dated December 17, 2002 with Location of Tower Identified Thereon
- J. Plat of Survey (no date) Identifying Location of Tower

and these plans and documents shall be filed with and made part of the permanent records of the Glen Ellyn Planning and Development Department.

**Section Four:** The Building and Zoning Official is hereby authorized to issue all necessary building permits pursuant to the Special Use Permit and Zoning Variation approved herein, provided that all the conditions set forth hereinabove have been met and that the applicant complies with all other applicable laws and ordinances of the Village of Glen Ellyn. This grant of approval of the aforementioned requests shall expire and become null and void within 24 months of the date of this Ordinance unless a building permit is applied for within said time period, provided, however, that the Village Board, by motion, may extend the period during which a building permit must be applied for. Further, the Village Board may, for good cause shown, waive or modify any conditions set forth in this Ordinance without requiring that the matter return for a public hearing.

**Section Five:** This Ordinance shall be in full force and effect from and after the passage, approval, and publication in pamphlet form.

**Section Six:** The Village Clerk is hereby authorized to record this Ordinance with the DuPage County Recorder of Deeds.

**Section Seven:** Failure of the owners or other party in interest or a subsequent owner or other party in interest to comply with the terms of this Ordinance, after execution of such Ordinance, shall subject the owners or party in interest to the penalties set forth in Section 10-10-18 (A) and (B) of the Village of Glen Ellyn Zoning Code.

**Passed** by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

**Ayes:**

**Nays:**

**Absent:**

**Approved** by the Village President of the Village of Glen Ellyn, Illinois, this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Village President of the  
Village of Glen Ellyn, Illinois

**Attest:**

\_\_\_\_\_  
Village Clerk of the  
Village of Glen Ellyn, Illinois

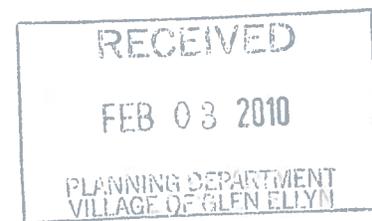
(Published in pamphlet form and posted on the \_\_\_\_ day of \_\_\_\_\_.)

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2009-2010\Ordinance.docx

# Proposed Antenna Installation at the West Pressure Adjustment Station

Request for Variance

2/11/2010  
Village of Glen Ellyn  
Bob Greenberg



**APPLICATION FOR SPECIAL USE PERMIT**

The undersigned petitions the President and Village Board of Trustees of the Village of Glen Ellyn, Illinois, to consider the Special Use described in this application.

**Date Filed:** \_\_\_\_\_ **Application No:** \_\_\_\_\_

**Name of Applicant:** Village of Glen Ellyn - Public Works

**Contact Information:**  
**Address of Applicant:** 30 S. Lambert Rd., Glen Ellyn, Ill 60137

**Business Phone:** (630) 469-6756 **Fax:** (630) 469-3128

**Cell/Home Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Property Interest of Applicant:** Bob Greenberg  
(Owner, Contract Purchaser, Owner Representative)

**Name of Owner:** Village of Glen Ellyn

**Contact Information:**  
**Address of Owner:** 30 S. Lambert Rd., Glen Ellyn, Ill 60137

**Business Phone:** (630) 469-6756 **Fax:** (630) 469-3128

**Cell/Home Phone:** (630) 742-3260 **Email:** bobg@glenellyn.org

**Address and Legal Description of Property:** 50 S. Lambert Rd., Glen Ellyn, Ill

**Permanent Index No. (PIN):** 05-22-205-025 **Zoning:** CR

**Lot Dimensions:** 800' X 400' **Lot Area:** 320,000 sq ft

**Present Use:** Water Pumpage / Water Storage Facility

**Requested Use/Construction:** Antenna Tower

**Estimated Date to Begin New Use/Construction:** February, 2010

**Name(s), Address(es) and Phone No(s). of Experts (architects, engineers, etc.):**  
Sieman's Water Technologies  
1239 Willow Lake Blvd., Vadnais Heights, Minn 55110  
(651) 766 - 2700

**Narrative Statement** evaluating the economic effects on adjoining property, the effect of such elements as noise, glare, odor, fumes and vibration on adjoining property, a discussion of the general compatibility with the adjacent and other properties in the district, the effect of traffic, and the relationship of the proposed use to the Comprehensive Plan, and how it fulfills the requirements of paragraph (E) of Section 10-10-14 of the Zoning Code: This 62' antenna tower will be used to receive data from the Village's three other water pumping facilities and the Cottage High Tank. That data is then collected in our SCADA system, which then controls pumps to maintain an adequate level of water in elevated storage. This function of data transmittal is currently done over dedicated phone lines, which are costly and can at times be unreliable.

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**Describe How the Special Use:**

1. Will be harmonious with and in accordance with the general objectives, or within a specific objective of the Comprehensive Plan and/or this Zoning Code: Yes

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2. Will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area: The location of the proposed tower will only be visible by person(s) entering or leaving the public park on the west end of Wilson Avenue.

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3. Will not be hazardous or disturbing to existing or future neighborhood uses: The tower will not be hazardous or disturbing to the existing neighborhood. This condition is not likely to change.

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4. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewers and schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services: Yes. This location has adequate services.

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5. Will not create excessive additional requirements at public cost for public facilities and services, and will not be detrimental to the economic welfare of the Village: No, This installation will not create any excessive requirements or costs.

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6. Will not involve uses, activities, processes, materials, equipment and/or conditions of operation that will be detrimental to any persons, property or the general welfare by

reason of excessive production of traffic, noise, smoke, fumes, glare or odors: \_\_\_\_\_  
The antenna tower will not be detrimental in this regard.

7. Will have vehicular approaches to the property, which shall be so designed as not to create an undue interference with traffic on surrounding public streets or roads: \_\_\_\_\_  
There will be no new interference in this category.

8. Will not increase the potential for flood damage to adjacent property or require additional public expense for flood protection, rescue or relief: \_\_\_\_\_ No

9. Will not result in destruction, loss or damage of natural, scenic or historic features of major importance to the community: \_\_\_\_\_ There will be no effect to historical or scenic features.

I (We) certify that all of the statements and documents submitted as part of this application are true to the best of my (our) knowledge and belief.

I (We) consent to the entry in or upon the premises described in this application by any authorized official of the Village of Glen Ellyn for the purpose of inspection.

I (We) consent to pay the Village of Glen Ellyn all costs incurred for transcribing the public hearing on this application.

I (We) understand that no final action shall be taken by the Village Board subsequent to the public hearing until and upon payment of transcribing fees.

2-02-10  
Date

Robert J. Granberg  
Signature of Applicant

**THE BEST INTERESTS OF THE APPLICANT WILL BE SERVED  
BY COMPLETING THIS APPLICATION IN DETAIL**

**VILLAGE OF GLEN ELLYN**  
**535 Duane Street**  
**Glen Ellyn, Illinois 60137**  
**(630) 547-5250**

**APPLICATION FOR VARIATION**

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Note to the Applicant: This application should be filed with, and any questions regarding it, should be directed to the Director of the Village Planning and Development Department.

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The undersigned hereby petitions the Village of Glen Ellyn, Illinois, for one or more variations from the Glen Ellyn Zoning Code (Ordinance No. 3617-Z, as amended), as described in this application.

I. APPLICANT INFORMATION

(Note: The applicant must comply with Section 10-10-10(B) of the Zoning Code).

Name: Village of Glen Ellyn

Address: 30 S. Lambert RD., Glen Ellyn, Ill 60137

Phone No.: (630) 469-6756

Fax No.: (630) 469-3128

E-mail: bobg@glenellyn.org

Ownership Interest in the Property in Question: Responsible for the operation and maintenance of the Village of Glen Ellyn Municipal water distribution system and the sanitary sewer collection system.

II. INFORMATION REQUIRED BY SECTION 10-10-10(B) OF THE ZONING CODE, IF APPLICABLE

NOTE: All parties, whether petitioner, agent, attorney, representative and or organization et al. must be fully disclosed by true name and address in compliance with Section 10-10-10(B) of the Zoning Code. Disclosure forms are attached for your convenience.

Name and address of the legal owner of the property (if other than the applicant):

Village of Glen Ellyn

535 Duane St., Glen Ellyn, Ill 60137

Name and address of the person or entity for whom the applicant is acting (if the applicant is acting in a representative capacity):

Village of Glen Ellyn Public Works

30 S. Lambert Rd., Glen Ellyn, Ill 60137

Is the property in question subject to a contract or other arrangement for sale with the fee owner? (Circle "Yes" or "No")

YES

NO

If YES, the contract purchaser must provide a copy of the contract to the Village and must either be a co-petitioner to this application or submit the attached Affidavit of Authorization with the application packet.

Is the property in question the subject of a land trust agreement? (Circle "Yes" or "No")

YES

NO

If YES, (1) either the trustee must be a co-petitioner or submit the attached Affidavit of Authorization from the trustee to represent the holders of the beneficial interests in the trust and (2) the applicant must provide a trust disclosure in compliance with "An Act to Require Disclosure of All Beneficial Interests", Chapter 148, Section 71 et seq., Illinois Revised Statutes, signed by the trustee.

III. PROPERTY INFORMATION

Common address: 50 S. Lambert Rd., Glen Ellyn, Ill 60137

Permanent tax index number: 05-22-205-025

Legal description: (See Attached)

Zoning classification: C R

Lot size: 800 ft. x 400 ft. Area: 320,000 sq. ft.

Present use: Water Pumping / Water Storage Facility

IV. INFORMATION REGARDING THE VARIATION(S) REQUESTED

Description of the variation(s) requested (including identification of the Zoning Code provisions from which variation is sought) and proposed use(s):

Variation from Section 10-4-3(D) of the zoning code to allow a tower with a height of 62 feet in lieu of the maximum height of 35 feet. A radio path study conducted by Sieman's Water Technology indicated that a 59 foot tower is required for communication between the Master Controller at the West Pressure Adjusting Station (WPAS) and the remote water stations and sanitary lift stations located throughout the Village.

Estimated date to begin construction: February, 2010

Names and addresses of any experts (e.g., planner, architect, engineer, attorney, etc.):

Sieman's Water Technologies  
1239 Willow Lake Blvd., Vadenais, Minn. 55110  
(651) 766-2700

V. EVIDENCE RELATING TO ZONING CODE STANDARDS FOR A VARIATION

The following items are intended to elicit information to support conclusions by the ZBA or PC and the Village Board that the required findings/standards for a variation under the Zoning Code have been established and met. Therefore, please complete these items carefully.

A. Standards Applicable to All Variations Requested

1. Provide evidence that due to the characteristics of the property in question, there are practical difficulties or particular hardship for the applicant/owner in carrying out the strict letter of the Zoning Code:

Limiting a tower to 35' would mean that the SCADA radio communication portion of the SCADA upgrade project approved by the Village Board in April, 2009, would need to be downgraded to use traditional land-line communication.

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2. (a) Provide evidence that the property in question cannot yield a reasonable return if permitted to be used under the conditions allowed by the Zoning Code (i.e., without one or more variations):

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OR

- (b) Provide evidence that the plight of the applicant/owner is due to unique circumstances relating to the property in question:

The Village of Glen Ellyn built a water pumping/storage facility at this location zoned for Recreational Use in 1965. Since then the technology has changed from a simple mechanical system to a telephone based computerized system in 1990. The telephone lines cost \$9,000 a year.

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3. Provide evidence that the requested variation(s), if granted, will not alter the essential character of the locality of the property in question:

There is a 64' tower approximately 100' north of the proposed tower and there are two commercial micro-wave towers adjacent to the Public Works facility located at 30 S. Lambert Rd.

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- B. For the purpose of supplementing the above standards, the ZBA or PC, in making its recommendation that there are practical difficulties or particular hardships, shall also take into consideration the extent to which the evidence establishes or fails to establish the following facts favorably to the applicant:

1. Provide evidence that the particular physical surroundings, shape or topographical condition of the property in question would bring particular hardship upon the applicant/owner as distinguished from a mere inconvenience if the strict letter of the Zoning Code were to be carried out:

N/A

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2. Provide evidence that the conditions upon which the petition for variation is based would not be applicable generally to other property within the same zoning district:

We are asking for a variance to build a communication tower between the Master Controller and multiple potable water distribution facilities and sanitary lift stations. We are unique in that we are the only water production facility for the Village of Glen Ellyn.

3. Provide evidence that the purpose of the variation is not based exclusively upon a desire to make more money out of the property in question:

The property in question is a municipal Not-For-Profit water production facility.

4. Provide evidence that the alleged difficulty or particular hardship has not been created by any person presently having an interest in the property in question or by the applicant.

This is Village property with the sole interest in serving the Public.

5. Provide evidence 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 in question is located

Saving \$9,000 a year of taxpayers money is in itself beneficial to the overall welfare of the public. This property is surrounded on all four sides by other Village owned property.

6. Provide evidence that the proposed variation will not:

- a. Impair an adequate supply of light and air to adjacent property;

The tower is made of tubular steel and any shadow it will cast is limited to 50 S. Lambert Rd.

- b. Substantially increase the hazard from fire or other dangers to the property in question or adjacent property;

This is a tubular steel tower with a low-wattage antenna similar to the 64' tower to the north. We have never experienced any problems with the existing tower.

- c. Otherwise impair the public health, safety, comfort, morals or general welfare of the inhabitants of the Village;

This location is surrounded on all four sides by Village-owned land.

- d. Diminish or impair property values within the neighborhood;  
The antenna will not have any effect of property values in the vicinity.
- 
- e. Unduly increase traffic congestion in the public streets and highway;  
The tower will have no effect on traffic flow.
- 
- f. Create a nuisance; or  
The antenna tower will not create a nuisance. In fact, this tower will allow the Village to use reliable radio communications in lieu of relying on phone lines that occasionally fail.

- g. Results in an increase in public expenditures.  
The monies for this tower have already been allocated to Public Works by the Village Board. The Village will save money once the initial cost of the radio equipment (\$20,218) is recouped by saving \$9,000 per year.

7. Provide evidence that the variation is the minimum variation that will make possible the reasonable use of the land, building or structure.  
We are building a tower only tall enough to meet the requirements of the radio path study performed by Sieman's Water Technology. The location of the proposed tower is 5' west of the building housing the SCADA Master Control unit at the WPAS.
- 

8. Please add any comments which may assist the Zoning Board of Appeals of Appeals in reviewing this application.  
The intent of this tower is to create a more effective, reliable, and cost effective means of communication between the SCADA Master Controller and the remote stations of the municipal water supply system and the sanitary sewer lift stations.
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## VI. EVIDENCE RELATING TO FLOOD HAZARD VARIATION REQUESTS

The following items must be completed only if the requested variation is from Chapter 6 of the Zoning Code (relating to Flood Hazard Land Use Regulations.) If no such variation is being requested, the applicant should skip this section and complete Section VII below.

- A. Items applicable only to variation requested from the requirements of Chapter 6 of the Zoning Code (relating to Flood Hazard Land Use Regulations) that, if granted, would result in a structure not being protected to the elevation of the base flood.

1. Provide evidence that the structure is to be located on a lot contiguous to and surrounded by lots with existing structures constructed below the base flood level.

N/A

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2. Provide evidence that the applicant has acknowledged that (a) such construction below the base flood level will increase the risk to life and property and that the applicant proceeds with knowledge of these risks; and (b) any variation is contingent upon the applicant obtaining approval from other agencies having jurisdiction when the variance violates the requirements of such agencies.

N/A

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- B. Items applicable only to variations requested from the requirements in Chapter 6 of the Zoning Code (relating to Flood Hazard Land Use Regulations) that, if granted, would significantly impede or increase the flow and passage of floodwaters.

1. Provide evidence that the use will not result in an increased flood height greater than 0.1 feet within the designated regulatory floodway.

N/A

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2. Provide evidence that the resulting increase in the base flood elevations will not affect any existing structures or utilities.

N/A

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3. Provide evidence that the owners of the properties affected by the increased base flood elevation are compensated for the resulting effect on property values, and they give their written agreement to granting the variation.

N/A

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4. Provide evidence that the resulting increased flood elevations will not affect any flood protection structures.

N/A

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VII. CERTIFICATIONS, CONSENT AND SIGNATURE(S)

I (We) certify that all of the statements and documents submitted as part of this application are true and complete to the best of my (our) knowledge and belief.

I (We) consent to the entry in or upon the premises described in the application by any authorized official of the Village of Glen Ellyn.

I (We) certify that I (we) have carefully reviewed the Glen Ellyn Zoning Variation Request Package and applicable provisions of the Glen Ellyn Zoning Code.

I (We) consent to accept and pay the cost to publish a notice of Public Hearing as submitted on an invoice from the publishing newspaper. I (we) understand that our request will not be scheduled for a Village Board agenda until and unless this invoice is paid.



\_\_\_\_\_  
Signature of Applicant(s)

2-02-10

\_\_\_\_\_  
Date filed

**MATERIALS INCLUDED:**

<u>ITEM</u>	<u>CODE REFERENCE</u>	_____
1. Properly completed application	10-10-10(A)1 10-10-12(A)5	_____
2. Fee Paid	Ord. No. 1904-Z	_____
3. Proof of ownership	10-10-10(B)	_____
4. Current Plat of Survey + floodplain determination (in writing)	10-10-12(E) 10-6-3	_____
5. Legal description of property (may be included in No. 4)	10-10-12(A)2	_____
6. A description of the proposed use and/or Variation, on a dimensioned site plan or plat, with the outline of the building(s). The site plan or plat need not be prepared by an architect or engineer. (Elevations [drawings or exterior walls] are requested).	10-10-12(A)4	_____
7. Petition signed by neighbors (all within 250 feet)	Optional	_____

**AFFIDAVIT OF AUTHORIZATION**

I, N/A owner of the property described as

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

verify that \_\_\_\_\_  
is duly authorized to apply and represent my interests before the Glen Ellyn Architectural Review Commission, Plan Commission, Zoning Board of Appeals and/or Village Board. Owner acknowledges that any notice given applicant is actual notice to owner.

\_\_\_\_\_  
OWNER

\_\_\_\_\_  
NOTARY

## Narrative

In April, 2009, the Village Board approved a proposal from Gasvoda & Associates (in association with Sieman's Water Technologies) and authorized funding in the amount of \$125,000 for an upgrade to the Glen Ellyn Supervisory Control and Data Acquisition System, commonly referred to as SCADA. This system is the "central nervous system" behind the automated functioning of the water pumping and distribution system.

As part of the approved SCADA upgrade, radio communications are to replace the leased phone lines currently in use to communicate with the Master Control Unit and several remote field sites. The existing phone lines cost the Village approximately \$9,000 annually, and are becoming increasingly undependable.

A radio path study was conducted by Siemens' Water Technology. The results of the study show that the antenna mounting height at the Master Controller (West Pressure Adjusting Station) would need to be 59 feet above ground level. This level could only be obtained by using a tower to which we can attach the antenna.

In addition to the height requirement of the antenna, it was also brought to our attention that the antenna coaxial length of 100 feet or less was required to make the radio signals work to their best potential. This is critical at this receiving site, since this is the Master Control Unit for the entire system.

Using both the height and distance requirements set forth by the technicians at Sieman's Water Technologies, it became obvious that there was only one location suitable to fit those parameters. That location is on the northwest corner of the building, since there there is an 8" reservoir fill line on the east side of the building which would interfere with installing the antenna tower at that location.

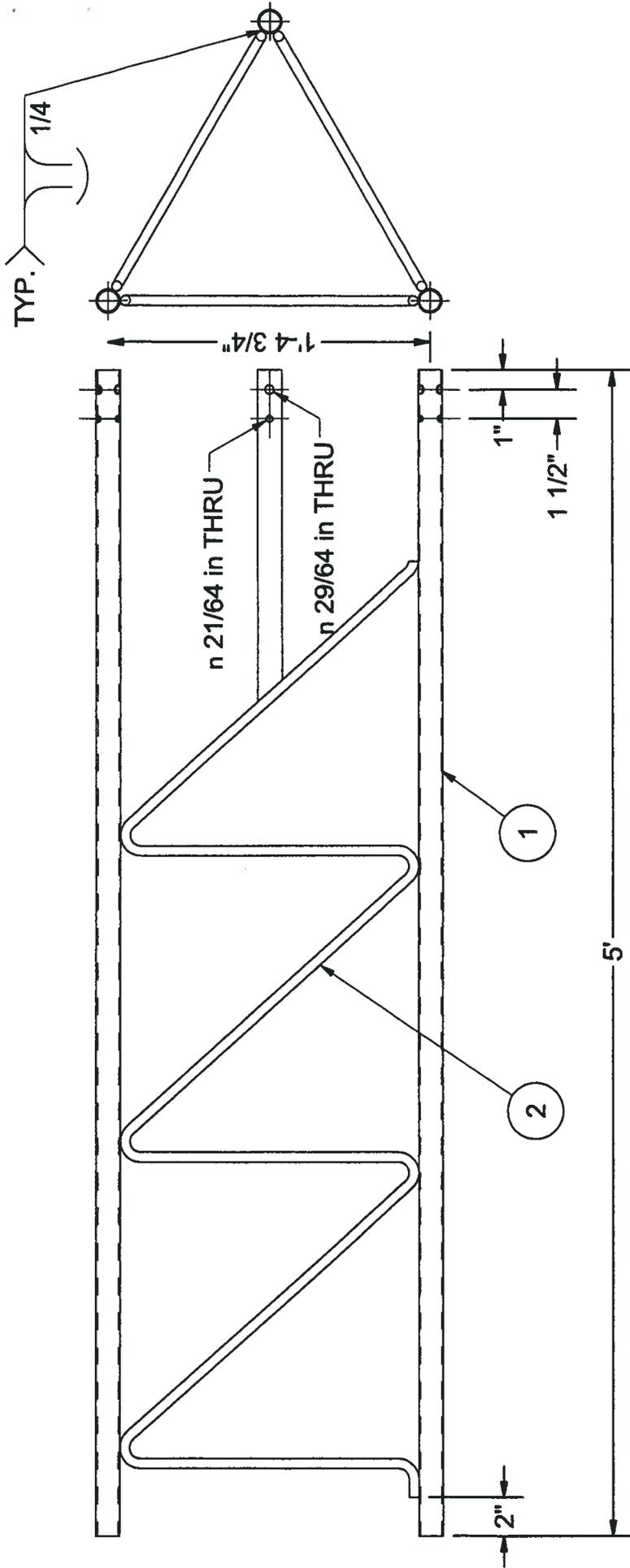
The tower will be situated between two existing buildings and a concrete structure (water reservoir), thereby limiting any unsightliness from a majority of the surrounding area. The only two locations from which the entire structure can be seen is from the area south of the tower on Wilson Avenue and from a portion of the footpath on the eastern edge of Lambert Lake.

The tower that was selected is manufactured by the American Tower Company and the Model is "Amerite 45 5'-0 Base. This tower will be supported by a 30" X 30" X 60" foundation, which eliminates the need for any guyed wires. The foundation will be placed on the west side of the pump station, at the northwest corner of the building. The area is currently concrete, and will remain so after the foundation is put in. The 30" X 30" X 60" foundation will extend six inches

above the existing concrete. The tower will be topped with a 107" fiberglass Omnidirectional antenna, model FG 1683.

Although the tower will be approximately 121 feet west of the western curb on Lambert Road, and 150 feet north of the northern curb line of Wilson Avenue. The height of the WPAS building as well as a patch of trees on the east side of the parking lot extension will shield a majority of the tower and antenna view from vehicular traffic on Lambert Road.

W



AMERICAN TOWER COMPANY

ISO 9001-2000

P.O. Box 29 Shelby, Ohio 44875

info@amertower.com

Telephone

(419) 347-1185

Fax

(419) 347-1654

TITLE

AMERITE 45 5'-0 BASE

ITEM	QTY	PART NUMBER	DESCRIPTION
1	3	1237	BASE LEG
2	3	1157	BENT STIFFENER

Parts List

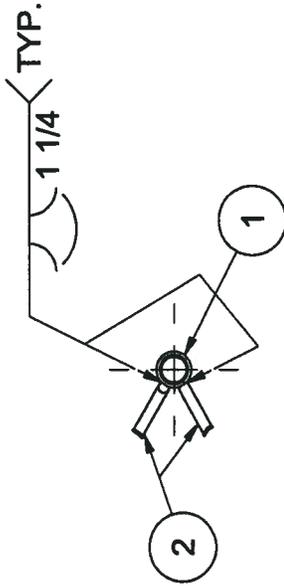
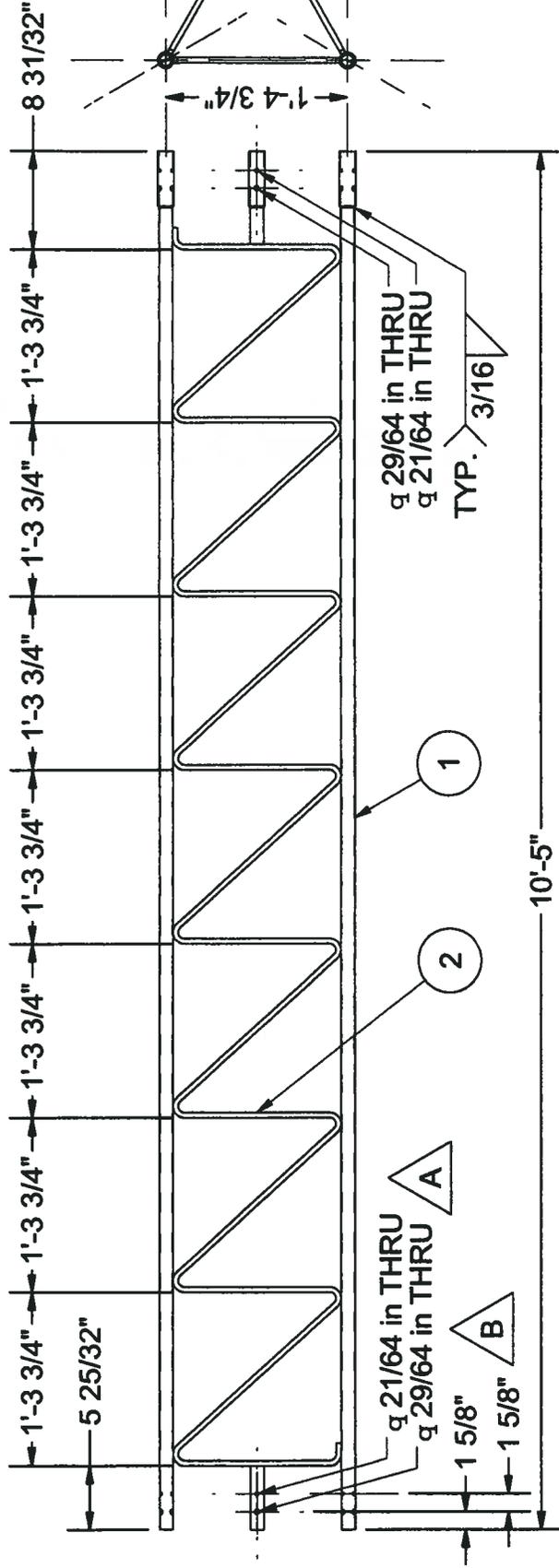
SIZE	DWG NO	SHT. #
A	1238	1

DRAWN BY: DOW DATE 12/6/2004

W

W

REVISION HISTORY		
REV	DATE	DESCRIPTION
A	4/15/2005	ADDED 1159 TO BOM UPDATED HOLE SIZES
B	6/4/2005	REVISED HOLE LOCATION



DETAIL A

AMERICAN TOWER COMPANY  
 ISO 9001-2000  
 P.O. Box 29 Shelby, Ohio 44875  
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 Fax (419) 347-1654 www.amertower.com  
 Since 1953

TITLE  
 AMERITE 45 MID-SECTION

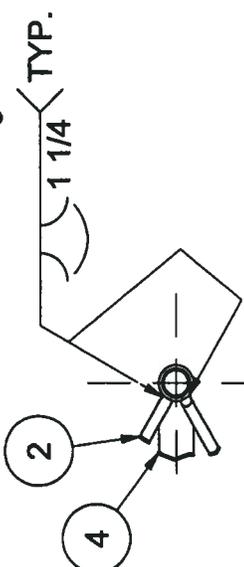
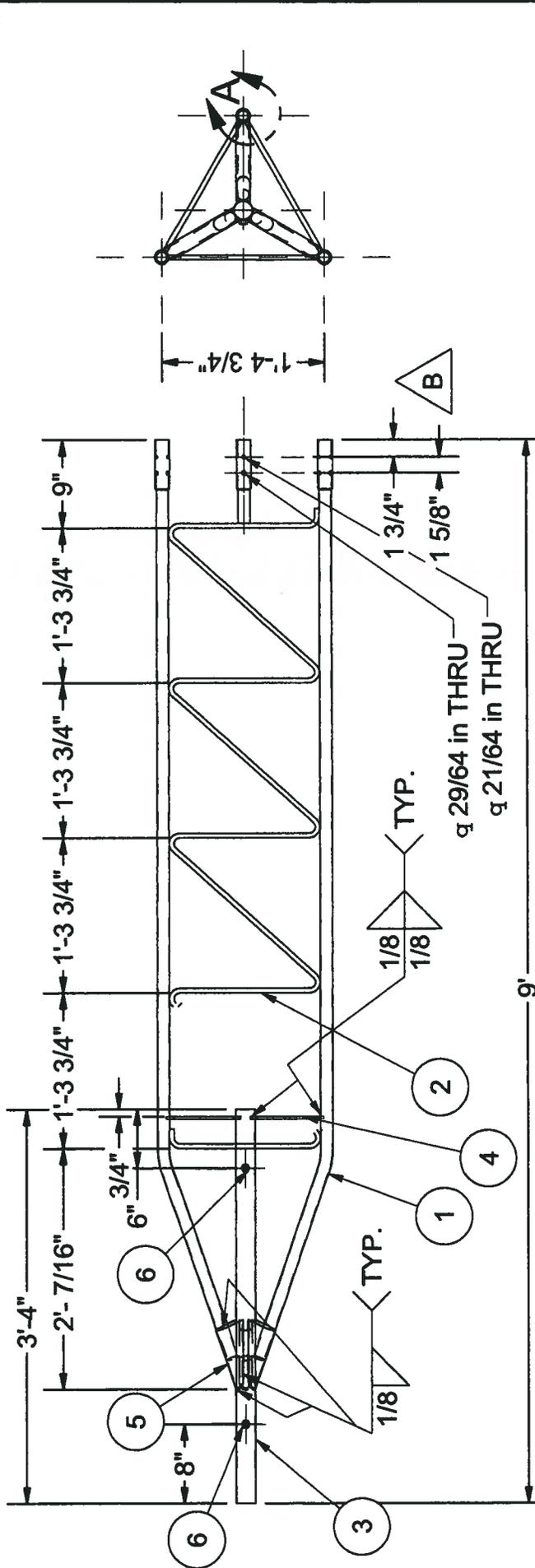
2	3	1157	BENT STIFFENER, 1159	DWG NO	1211	SHT. #	1
1	3	1210	LEG WELDMENT	DATE	9/18/2004		
ITEM	QTY	PART NUMBER	DESCRIPTION	DRAWN BY:	DOW		
Parts List							

W

W

REVISION HISTORY	
REV	DATE
A	4/16/2005
B	6/4/2005

DESCRIPTION	
ADDED HEX NUTS, REVISED BOM	
REVISED HOLE LOCATION	



DETAIL A

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 Since 1953

TITLE	
AMERITE 45 TOP SECTION	
SIZE	DWG NO
A	1214
SHT. #	
1	
DRAWN BY: DOW	
DATE 9/19/2004	

ITEM	QTY	PART NUMBER	DESCRIPTION
6	2	1/2-13 HEX NUT	
5	3	1272 TOP CAP	
4	3	1216 1/4 x 1 1/2 HR FLT x 0-7 13/16, A36	
3	1	1215 2.00 O.D. x 16 GA. x 3'-4 CENTER TUBE	
2	3	1162 BENT STIFFENER	
1	3	1213 LEG WELDMENT	

Parts List

A

A

Picture of a 64 foot tower similar in shape and size as the one proposed at the West Pressure Adjusting Station.

Since this tower is 2 feet taller and on ground 4 feet higher, the top of the new antenna will effectively be 6 feet lower than the one pictured here. (The top of the new antenna will be at approximately the same height as the steel structure in this photo.)



A-8



To: Steve Jones, Village Manager  
From: Staci Hulseberg, Planning and Development Director  
Date: March 2, 2010  
For: March 8, 2010 Village Board Meeting  
Re: Proposed Contractor Registration Regulations

*SH*

### **Background**

On November 16, 2009, January 18, 2010 and February 22, 2010, the Village Board discussed draft regulations for new Contractor Registration procedures in Glen Ellyn. At this time we are requesting approval of an ordinance establishing contractor registration requirements in the Village.

Glen Ellyn does not currently license or register any contractors. We require electrical contractors to submit a valid license from another community and a \$5,000 bond before they can obtain a building permit. Plumbing, roofing, elevator, sprinkler and irrigation contractors must provide a copy of their license from the State of Illinois prior to issuance of a building permit.

The new registration procedures would involve requesting and maintaining current information about contractors doing business in the Village. We are proposing to register all contractors that perform work in the Village with some exceptions. Contractors would be required to submit an application, fee, license (depending on the type of contractor), surety bond, and certificate of insurance. The annual fee for registration would be \$100 for a general contractor and \$50 for an independent contractor.

We estimate that approximately \$50,000 in annual revenue would be collected from the contractor registration regulations.

### **Issues**

We have revised the proposed regulations based on input from the Village Board, Builder's Forum and Village Attorney.

### **Recommendation**

The proposed ordinance will offer enhanced protections for the Village's residents and property owners beyond what is currently available because it requires posting of security such as a \$20,000 surety bond and a certificate of insurance that could be drawn upon by the Village or property owners if necessary. Therefore, we recommend proceeding with the adoption of the attached ordinance.

### **Action Requested**

Approval of the attached Ordinance adopting Contractor Registration regulations for the Village of Glen Ellyn.

### **Attachments**

Proposed Ordinance including both black-lined and clean copies of the proposed regulations.

C:     Stewart Diamond, Village Attorney  
       Joe Kvapil, Building and Zoning Official

Ordinance No. \_\_\_\_\_-VC

**An Ordinance Amending the Village Code of the Village of  
Glen Ellyn - Title 4, Chapter 1 – Building Code;  
Contractor Registration Provisions**

**Whereas**, the Village of Glen Ellyn has determined that it would be in the best interest of the Village to register contractors working in the Village; and

**Whereas**, the establishment of contractor registration requirements would allow the Village to collect contact information on contractors working in the Village and also obtain copies of appropriate security bonds, licenses and certificates of insurance to provide the customers of the contractors and the Village additional information regarding contractors; and

**Whereas**, Planning and Development staff researched contractor registration requirements in other local municipalities to determine what requirements would be appropriate for the Village of Glen Ellyn; and

**Whereas**, the Planning and Development staff and legal counsel have reviewed these contractor registration requirements and the Village Board discussed the proposed contractor registration procedures and processes at Village Board Workshops and Meetings on November 16, 2009, January 18, 2010, February 22, 2010; and

**Whereas**, the Planning and Development Department will manage the administration and enforcement of the contractor registration requirements; and

**Whereas**, the Planning and Development Department conducted a Builder's Forum meeting with local builders and contractors to obtain input on the proposed contractor registration requirements on December 17, 2009.

**Now, Therefore, be it Ordained by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in exercise of its home rule powers, as follows:**

**Section One:** That Title 4 of the Village Code of the Village of Glen Ellyn entitled "Building Code" is hereby amended by adding thereto a new Section 4-1-11 as set forth in Exhibit "A" attached hereto.

**Section Two:** That Title 4 of the Village Code of the Village of Glen Ellyn entitled "Building Code" is hereby amended by adding thereto a new subsection 4-1-4(A)20 as follows:

4-1-4(A)20

"20. Contractor Registration:

- |     |  |        |
|-----|--|--------|
| (a) | 12 month application or renewal fee (general contractor)           | \$100  |
| (b) | 12 month application or renewal fee (independent contractor)       | \$50   |
| (c) | 24 month application or renewal fee (general contractor)           | \$190  |
| (d) | 24 month application or renewal fee (independent contractor)       | \$95   |
| (e) | Reinstatement fee for a suspended registration                     | \$125  |
| (f) | Appeal fee (denied application, renewal or suspended registration) | \$700* |
- \*plus reimbursement of fees agreement and escrow fund deposit  
(see subsection 4-1-4(H))"

**Section Three:** This Ordinance shall be in full force and effect on March 15, 2010.

**Passed** by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

**Ayes:**

**Nays:**

**Absent:**

**Approved** by the Village President of the Village of Glen Ellyn, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**EXHIBIT A – 3/1/10**  
(Clean)

**4-1-11 Contractor Registration Required**

It shall be unlawful for any contractor, to perform construction or demolition work within the Village of Glen Ellyn that requires a building permit unless the contractor holds a current valid contractor registration.

**(A) Application for Contractor Registration**

Application for contractor registration shall be made to the Director of Planning and Development, on such forms that are provided including an application, documents that include all required information, applicants signature, submittal date and payment of applicable fees.

**(B) Contractor Classifications**

A contractor is any person, partnership, corporation or other business entity engaged in the business of constructing, altering, repairing or demolishing buildings, structures, utilities, site improvements or topography. Contractor classifications are based on the work they perform and the contractual relationships established as follows:

1. A general contractor is a contractor who employs or manages the work of one or more independent contractors. A general contractor may also be the developer, builder, construction manager or property owner.
2. An independent contractor is a contractor who only manages his own work or the work of his own employees and performs one trade or craft. Independent contractors are generally contracted by a property owner, owner's agent or building occupant or subcontracted by a general contractor.
3. A public utility contractor is a contractor completing public improvement work in the rights of way under agreements and licenses with the Village of Glen Ellyn and managed by the Public Works Department.
4. A subcontractor is any contractor working under a contract agreement with a general contractor.

**(C) Contractor Registration Exemptions**

1. An independent contractor is exempt from the contractor registration requirements of this code section when all of the following conditions are met:
  - a. The independent contractor is not required to hold a professional license issued by the State of Illinois or Illinois municipality to perform their work.
  - b. The independent contractor is subcontracted by the general contractor to perform work under the same building permit for which the general contractor is the building permit applicant.
  - c. The independent contractor has been listed on the building permit application as a contractor working under subcontract to the general contractor.
2. A property owner is exempt from the contractor registration requirements for work completed by any persons on the property provided the property owner is not engaged in the general contracting business. However, all contractors working on the property must meet the contractor registration requirements.
3. A public utility contractor is exempt from the contractor registration requirements of this code section for all work completed in the rights of way.

4. Any person providing design, engineering or testing services, furnishing materials and equipment, completing cleaning and maintenance work or performing any activity for which a building permit is not required is exempt from the contractor registration requirements.
5. A licensed electrical contractor is exempt from the requirement to pay a contractor registration fee as provided under Illinois State Statutes.
6. A licensed contractor is exempt from the requirement to provide a surety bond and/or certificate of insurance provided a surety bond and/or certificate of insurance is a licensing requirement under Illinois State Statutes.

**(D) Application Documents**

1. Contractors must possess and submit a copy of their current professional license issued by the State of Illinois, Illinois municipality or other entity authorized to issue such license. This includes contractors performing electrical, plumbing, irrigation, roofing, fire sprinkler, elevator/conveyance equipment work or other construction work that requires a State of Illinois license.
2. Contractors must possess and submit a surety bond issued by a company approved and authorized to issue bonds by the State of Illinois. The surety bond shall assure that the contractor's work will be completed in accordance with the requirements of the building permit and the Glen Ellyn Village Code. The surety bond shall be in the minimum amount of \$20,000 and list the Village of Glen Ellyn and third party beneficiaries as the obligees. Contractors completing storm water work under a storm water permit are exempt from the requirement to provide a security bond under this code section.
3. Contractors must possess and submit a certificate of insurance issued by a company approved and authorized to issue insurance by the State of Illinois. The certificate of insurance shall list the Village of Glen Ellyn as an additional insured and include the following insurance in the minimum amounts:
  - a. General Contractor
 

General liability each occurrence	\$ 1,000,000
General liability each person	\$ 100,000
Property damage	\$ 10,000
Worker's compensation	as required by law
  - b. Independent Contractor
 

General liability each occurrence	\$ 500,000
General liability each person	\$ 100,000
Property damage	\$ 10,000
Worker's compensation	as required by law
4. Contractors must submit a notarized affidavit stating that they have no employees if the certificate of insurance excludes worker's compensation.

**(E) Processing of Applications**

Applications received by the Director of Planning and Development shall be examined for complete and accurate information. The Director shall have the authority to require the applicant to submit supplemental evidence to confirm the application information or respond to any objection to the issuance, renewal or reinstatement of the contractor's registration. Contractor registration applications shall be granted or denied by the Director by written notice within 30 days of receipt of all required application documents

**(F) Term of Contractor Registration**

Contractor registration shall be valid through a 12 or 24 month registration term as selected by the applicant provided that the required contractor license, surety bond and certificate of insurance have not expired or been suspended or terminated by the issuing authority.

**(G) Renewal of Contractor Registration**

Contractor registration may be renewed during the registration term or after the registration term by submittal of a new application, current application documents and payment of the renewal fee.

**(H) Suspension of Contractor Registration**

Contractor registration is immediately suspended upon the expiration, revocation or termination of any required contractor license, surety bond or certificate of insurance during the registration term. The contractor is prohibited from performing any work during the period in which the contractor's registration is suspended. No notice shall be issued to the contractor prior to suspension. A written notice of suspension and a stop work order shall be issued to the contractor on or after the suspension date. A suspended registration may be reinstated by the Director upon submittal of a new application, current application documents and payment of the reinstatement fee.

**(I) Denial of a Contractor Registration Application, Renewal or Reinstatement**

Contractor registration applications, renewals and reinstatements may be granted or denied by the Director by written notice within 30 days of the submittal date. Applications, renewals and reinstatements will be denied for failure to submit the required application documents, submitting false information or failure to pay the application, renewal or reinstatement fee.

**(J) Appeal of a Denied Application or Renewal or a Suspended Contractor Registration**

All appeals from the decisions of the Director of Planning and Development must be filed with the Planning and Development Department within 30 days after the contractor's receipt of the written notice. The appeal must include a petition submitted by the contractor describing the basis upon which the appeal is founded and payment of an administrative appeal fee. The Director of Planning and Development shall transmit the appeal to the Building Board of Appeals for a public hearing. The Board shall review evidence and hear testimony relevant to the appeal and reach a decision. The decision of the Board shall be the final administrative decision.

**(K) Enforcement**

No building permit shall be issued for any work if the permit applicant or the contractors listed on the permit application are not in compliance with this section. Contractors shall provide personal identification and identify their employers to the building inspector or other authorized village official on the work site to verify compliance with these contractor registration requirements. A contractor performing work in violation of this section may be served with a citation and a stop work order may be issued and the building permit may be suspended or revoked by the building official.

**(L) Penalty**

Any persons violating the provision of this code section shall be fined not less than one hundred and fifty dollars (\$150) nor more than seven hundred and fifty dollars (\$ 750) for each offense and a separate offense shall be deemed committed each day during or on which a violation occurs or continues.

## EXHIBIT A – 3/1/10

(blacklined)

### 4-1-11 Contractor Registration Required

It shall be unlawful for any contractor, to perform construction or demolition work within the Village of Glen Ellyn that requires a building permit unless the contractor holds a current valid contractor registration.

#### (A) Application for Contractor Registration

Application for contractor registration shall be made to the Director of Planning and Development, on such forms that are provided including an application, documents that include all required information, applicants signature, submittal date and payment of applicable fees. ~~The term of a contractor's registration shall be for either 12 or 24 months, at the discretion of the contractor, after which time it shall expire unless renewed.~~

#### (B) Contractor Classifications

A contractor is any person, partnership, corporation or other business entity engaged in the business of constructing, altering, repairing or demolishing buildings, structures, utilities, site improvements or topography. Contractor classifications are based on the work they perform and the contractual relationships established as follows:

1. A general contractor is a contractor who employs or manages the work of one or more independent contractors. A general contractor may also be the developer, builder, construction manager or property owner.
2. An independent contractor is a contractor who only manages his own work or the work of his own employees and performs one trade or craft. Independent contractors are generally contracted by a property owner, owner's agent or building occupant or subcontracted by a general contractor.
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  - b. The independent contractor is subcontracted by the general contractor to perform work under the same building permit for which the general contractor is the building permit applicant.
  - c. The independent contractor has been listed on the building permit application as a contractor working under subcontract to the general contractor.
2. A property owner ~~who hires contractors to work or personally works on his own property~~ is exempt from the contractor registration requirements of this code section for work completed by any persons on the property owner or the property owner's contractors provided the property owner is not also a general contractor engaged in the general contracting business. However, all contractors working on the property must meet the contractor registration requirements.

3. A public utility contractor is exempt from the contractor registration requirements of this code section for all work completed in the rights of way.
4. Any person providing design, engineering or testing services, furnishing materials and equipment, completing cleaning and maintenance work or performing any activity for which a building permit is not required is exempt from the contractor registration requirements.
5. **A licensed electrical contractor is exempt from the requirement to pay a contractor registration fee as provided under Illinois State Statutes.**
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3. Contractors must possess and submit a certificate of insurance issued by a company approved and authorized to issue insurance by the State of Illinois. The certificate of insurance shall list the Village of Glen Ellyn as an additional insured and include the following insurance in the minimum amounts:
  - a. General Contractor
 

General liability each occurrence	\$ 1,000,000
General liability each person	\$ 100,000
Property damage	\$ 10,000
Worker's compensation	as required by law
  - b. Independent Contractor
 

General liability each occurrence	\$ 500,000
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4. Contractors must submit a notarized affidavit stating that they have no employees if the certificate of insurance excludes worker's compensation.

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Applications received by the Director of Planning and Development shall be examined for complete and accurate information. The Director shall have the authority to require the applicant to submit supplemental evidence to confirm the application information or respond to any objection to the issuance, or renewal **or reinstatement** of the contractor's registration. Contractor registration applications shall be granted or denied by the Director by written notice within 30 days of receipt of all required application documents

**(F) Term of Contractor Registration**

Contractor registration shall be valid through a 12 or 24 month registration term as selected by the applicant provided that the required contractor license, surety bond and certificate of insurance have not expired or been suspended or terminated by the issuing authority.

**(G) Renewal of Contractor Registration**

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**(J) Appeal of a Denied Application or Renewal or a Suspended Contractor Registration**

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**(L) Penalty**

Any persons violating the provision of this code section shall be fined not less than ~~twenty five~~ one hundred and fifty dollars (~~\$ 25~~) (\$150) nor more than seven hundred and fifty dollars (\$ 750) for each offense and a separate offense shall be deemed committed each day during or on which a violation occurs or continues.