

Agenda
Village of Glen Ellyn
Regular Village Board Workshop
Monday, September 20, 2010
7:00 p.m.
Galligan Board Room
Glen Ellyn Civic Center

1. Call to Order
2. Public Comments?
3. Review of September 27 Village Board Meeting Agenda
4. Greenfield Sidewalk Discussion – Public Works Director Caracci
(Pages 2 – 21)
5. Ridgewood Sidewalk Discussion – Public Works Director Caracci
(Pages 22 – 69)
6. Downtown Organization Discussion – Planning and Development Director
Hulseberg (Pages 70 – 77)
7. Disaster Plan Discussion – Police Chief Norton
8. Other items?
9. Adjournment

Village Board Workshop
9/20/10
(4)

Interoffice Memorandum

to: Joseph M. Caracci, Public Works Director

from: Jeffrey D. Perrigo, Civil Engineer

subject: 2010 Sidewalk and Concrete Street Repair Program
Issues Regarding Placement of Sidewalk in Parkway

date: June 01, 2010

PROGRAM OVERVIEW

The Village undertakes an annual program to install new sidewalk and repair damaged or hazardous sidewalk squares and rehabilitate sections of deficient concrete roadways and curbs. Last fall, the Police Department approached Public Works about the viability of installing new sidewalk on the north side of Greenfield between Lambert and Kenilworth. The impetus for this request stemmed from an October 8th meeting with residents who live in the Kenilworth/Greenfield area. A memorandum is attached that summarizes the discussions from that meeting; authored by Deputy Chief Bill Holmer.

The aerial imagery below identifies the locations where sidewalk currently exists and the location of proposed sidewalk. The imagery also shows the proximity of Lincoln Elementary School to the area which is lacking sidewalk.



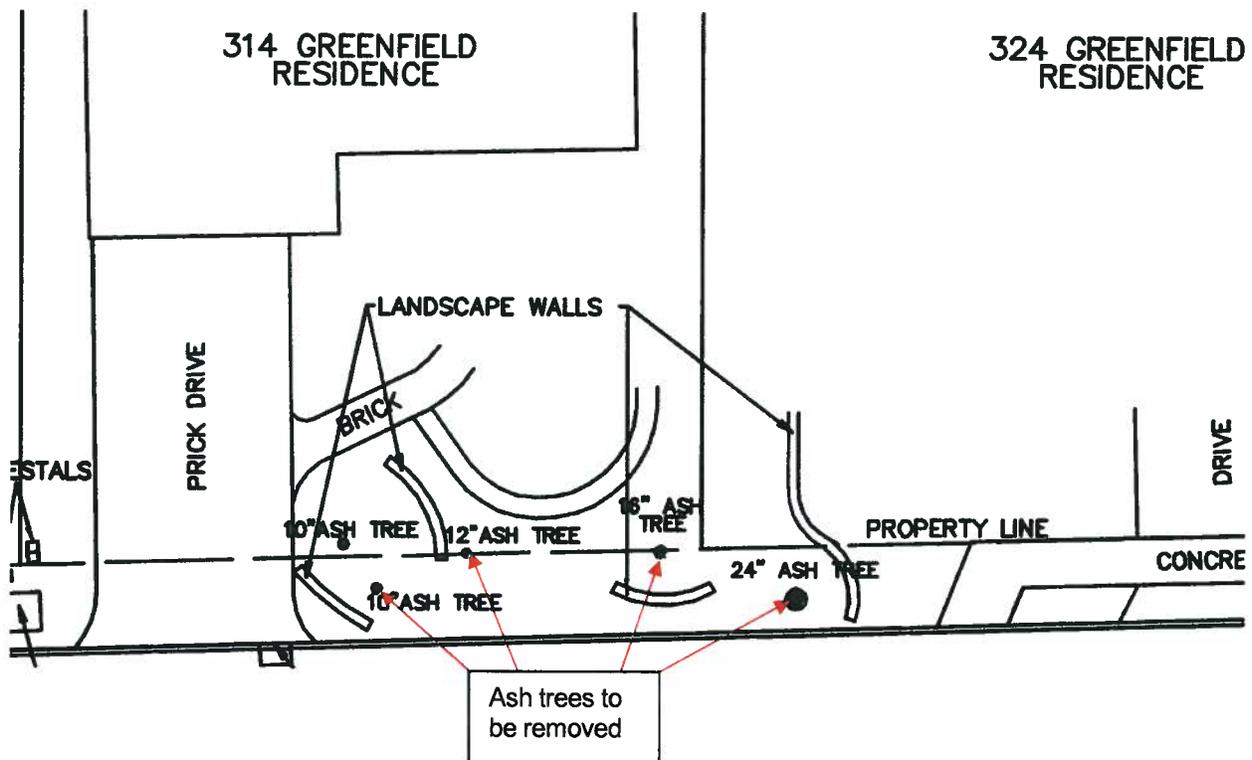
Area Map for Proposed Sidewalk on north side of Greenfield

Installing the new sidewalk will have some challenges; mainly in the form of landscaping items installed in the parkway by residents. The properties that have placed landscaping in the parkway are at 314 and 324 Greenfield. In anticipation of requiring detailed information about the corridor, a survey was conducted earlier this spring which identifies property limits and obstructions.

On May 11, 2010, the attached information letter was sent to the residents on the north side of Greenfield between Kenilworth and Newton seeking comments on the proposed sidewalk. Generally speaking, the residents along the corridor understand the need for the Village to complete the sidewalk given the proximity of the elementary school. I have spoken with the residents at 201 Kenilworth and 308 Greenfield and they are satisfied with the plan I have laid out for the sidewalk placement. However, there are some issues with the residents at 314 and 324 Greenfield regarding the landscaping that they have installed in the parkway.

ISSUES

Trees – Along the proposed location for the new sidewalk on Greenfield, there are a total of four trees that conflict with the sidewalk. All four trees are Ash and are identified below:



The trees range in size from 10" to 24" in diameter. The 12" and 16" Ashes are on the property line and I have determined from the existing property pins which delineate the right-of-way, that both of these trees fall within the Village's jurisdiction (each tree is at least 25-percent in the right-of-way). Because of their location and species, the four parkway Ash trees at 314 and 324 Greenfield will be removed. The Village Forester concurs with the removal of the Ash trees as we face the impending spread of the Emerald Ash Borer.

324 Greenfield - I spoke with the resident regarding the pending work and she was **not** in favor of the improvements. The resident made two general statements: (1) the Village should direct its funds to other endeavors and not to the proposed sidewalk, and (2) she did not want her landscaping wall altered. Photos 1 and 2 show the location of the landscaping wall in the parkway at 324 Greenfield.



Photo 1 – Looking north, west property line at 324 Greenfield

Photo 2 – Looking west, approximate property line location superimposed

Proposed Solution: The proposed location of the sidewalk will pass about six inches off the property line. As such, the landscaping wall will to be removed back to the property line. The blocks will be stacked on the resident’s property if they would like to retain them; otherwise the blocks will be disposed of by the sidewalk contractor.

314 Greenfield - I met with residents at their home several times as they have placed a substantial amount of landscaping in the parkway. At issue are the following items in the parkway: Ash trees, landscaping walls, vegetation and a sprinkler system. The residents have provided a written description of the accommodations they would like to receive as part of the sidewalk installation (see attached). In summary, the residents are asking the Village to perform the following: (1) retain the two parkway Ash trees on the property line and move the sidewalk closer to the curb (essentially putting the sidewalk at the curb), (2) relocate the two landscaping walls to other spots on their front yard, (3) remove and relocate most of the plantings from the parkway to other spots on their front yard, (4) replant some plantings in the parkway, and (5) reconfigure the sprinkler system that extends into the parkway. No permits were obtained for the installation of any of the existing work (see exhaustive search attached done by Planning and Development).

The extent of the landscaping in the parkway is represented in the image below.

Image of landscaping in the parkway at 314 Greenfield (looking east from driveway)



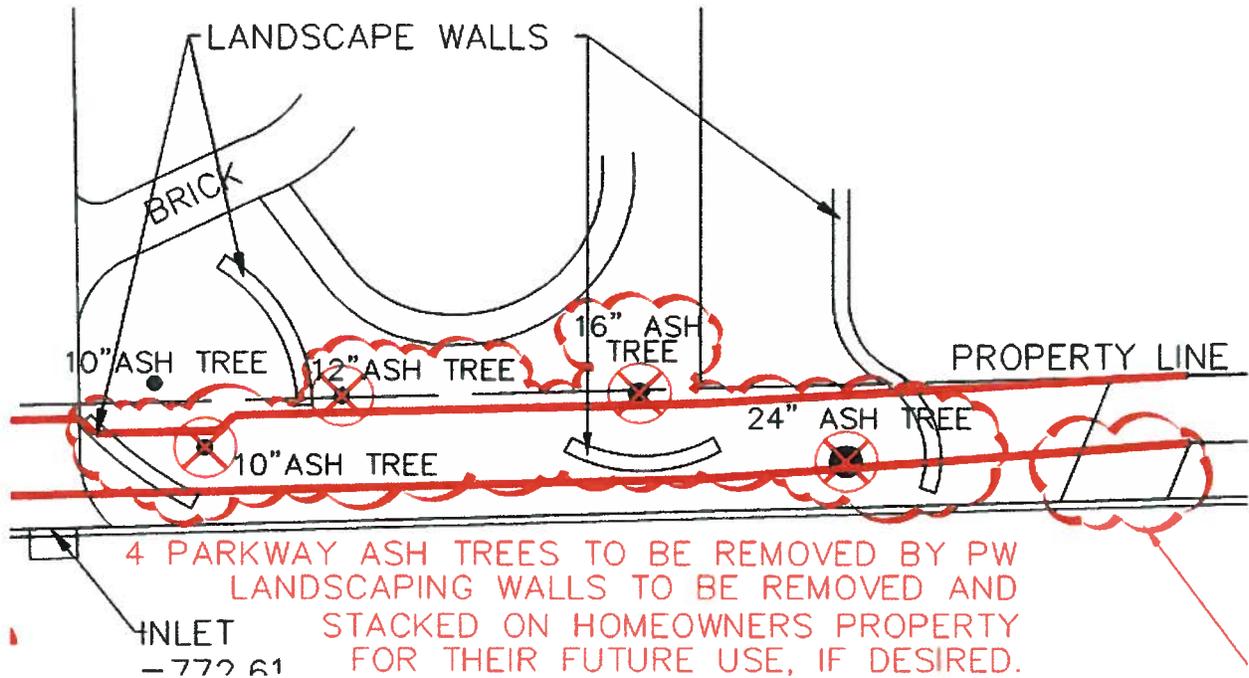
**PARKWAY ASH TREES
TO BE REMOVED**

**NORTH EDGE OF
SIDEWALK**

PROPERTY LINE

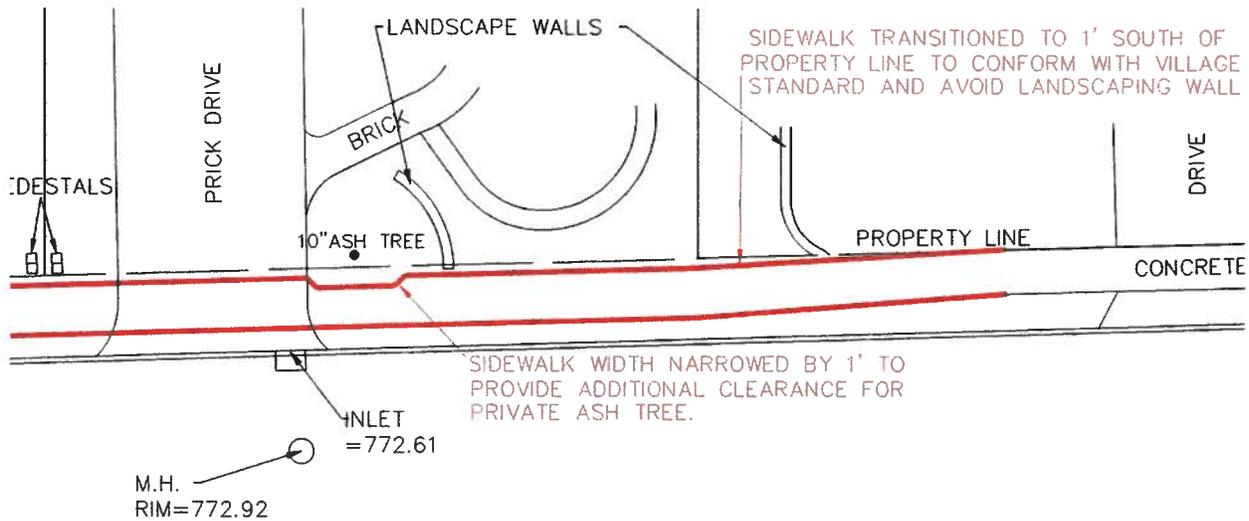
Proposed Solution: Staff has considered the resident's requests and recommends the changes set forth as follows and represented in the figure below.

- Remove the four Ash trees in the parkway (including the two Ashes on/near the property line) in response to the ongoing issue with the Emerald Ash Borer and also due to the very tight parkway spacing. We will move the sidewalk away from the property line by one foot to provide some clearance for one of the landscaping walls to remain intact. This may also provide for enough room to maintain the existing sprinkler system without any modifications. In the vicinity of the 10" Ash tree on private property, we will reduce the sidewalk width by an additional foot to accommodate the tree's root system. We will not place the sidewalk along the curb as we would like to provide a buffer for the school children using the sidewalk and also provide some parkway area for the plowed snow to settle during the winter.
- We will provide for our sidewalk contractor to remove and stack the landscaping walls (that are currently in the parkway) on the resident's front property. We will not, however, reconstruct the walls on private property.
- We will provide the homeowner with ample time to remove any plantings that they have placed in the parkway, should they wish to salvage them. This is our standard protocol for larger projects like the Bryant Avenue Project – we do not relocate plantings from the parkway onto private property.
- Once the work is complete, the resident would be welcome to install plantings that are appropriate for the space. We will accommodate this work by not placing any sod, as we normally would in those areas.
- The butterfly bush referred to in the resident's letter (request number 6) will not require removal and replanting. As the sidewalk will be one foot from the property line, the resident will only need to perform minor trimming of the bush to clear the sidewalk.



Proposed changes in the area of 314 and 324 Greenfield

As noted above, many obstacles will pose challenges for staff. However, the final product will provide for a safe passageway for children to get to and from school. A drawing of the completed sidewalk is below:



Final layout of the proposed sidewalk on the north side of Greenfield

Staff feels this plan provides for a corridor that is safe and fairly addresses the issues brought about by the unpermitted items in the parkway.

Board Action

Action Requested of the Board is to approve the aforementioned direction for the placement of sidewalk on the north side of Greenfield, particularly in the vicinity of 314 and 324 Greenfield. Staff feels that these are the appropriate actions to be taken and are in the best interest of the Village while being mindful of the residents.

Encl.: as noted

cc: Steve Jones, Village Manager
Bob Minix, Professional Engineer

MEMO

TO: Phil Norton, Chief of Police

FROM: Bill Holmer, Deputy Chief of Police Operations

DATE: October 9, 2009

SUBJECT: **NEIGHBORHOOD MEETING – TRAFFIC REQUEST**

On Thursday, October 8, 2009 I met with four residents from the area of Kenilworth and Greenfield Avenues about some traffic concerns in their neighborhood. A number of other residents were invited to attend the meeting held at the home of Corinne and Joel Jorgensen, but were unable due to prior commitments.

The catalyst for this meeting was a crash on August 31, 2009, at the intersection of Kenilworth and Greenfield involving one of the residents (and meeting attendee) who was cited for disobeying the stop sign and striking another vehicle. After the accident, several area residents began inquiring about adding stop signs on Greenfield at Kenilworth to make it a four-way stop intersection. Currently, it is a four-way intersection with stop sign control on the northbound and southbound legs of Kenilworth. One of the reasons cited by residents for creating a four-way stop intersection was for the safety of school children walking to Abraham Lincoln School which is two blocks directly east of the intersection.

As you know, a significant number of traffic crashes can be a factor when determining the appropriateness of adding stop signs, but only when the crashes would have been prevented by stop signs. We researched the number of reported traffic crashes at the intersection since 2004, and found that there is a minimal number that would have been corrected by the addition of stop signs. In 2004 there were two such accidents; in 2005 there were none; in 2006 there were none; in 2007 there was one; in 2008 there were none; and, in 2009 there has been one thus far.

I also inspected the area and found that there is a lack of contiguous sidewalk on the north side of Greenfield between Lambert Road and Kenilworth. This causes children that walk to school on the north side of Greenfield to cross Greenfield at Kenilworth, walk two blocks east and cross back over Greenfield to get to school. In such close proximity to a neighborhood school, there should be contiguous sidewalk in this area.

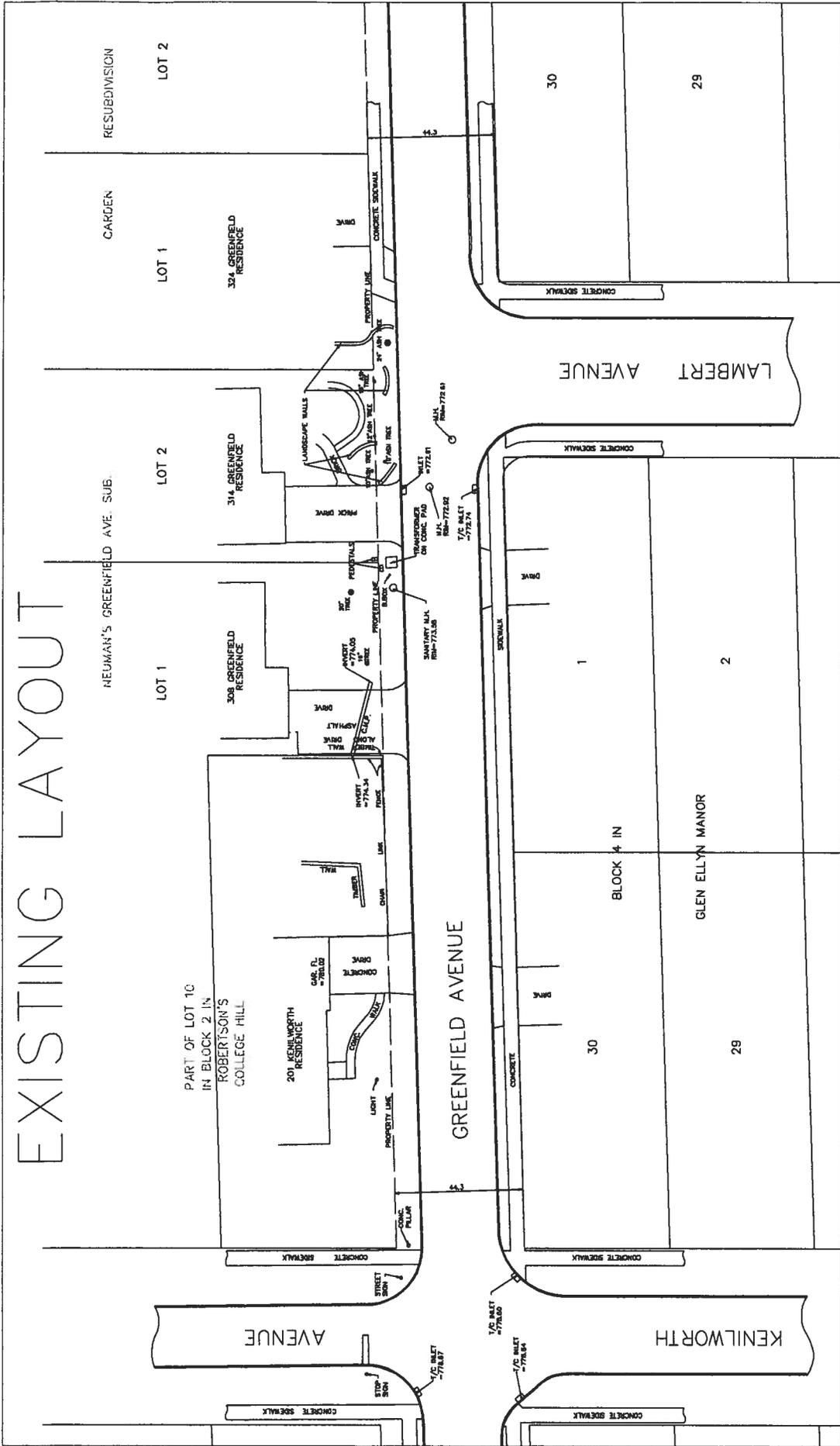
During my meeting with the residents I explained that we use criteria set forth in the Manual on Uniform Traffic Control Devices to determine whether stop signs should be installed at intersections. I also expressed that it was my belief, based on experience, that the intersection does not meet the criteria for a four-way stop sign installation. However, I did tell them that I would recommend and initiate the process for sidewalk installation along the north side of Greenfield. Based on my previous conversations with the Public Works Director, I told them it

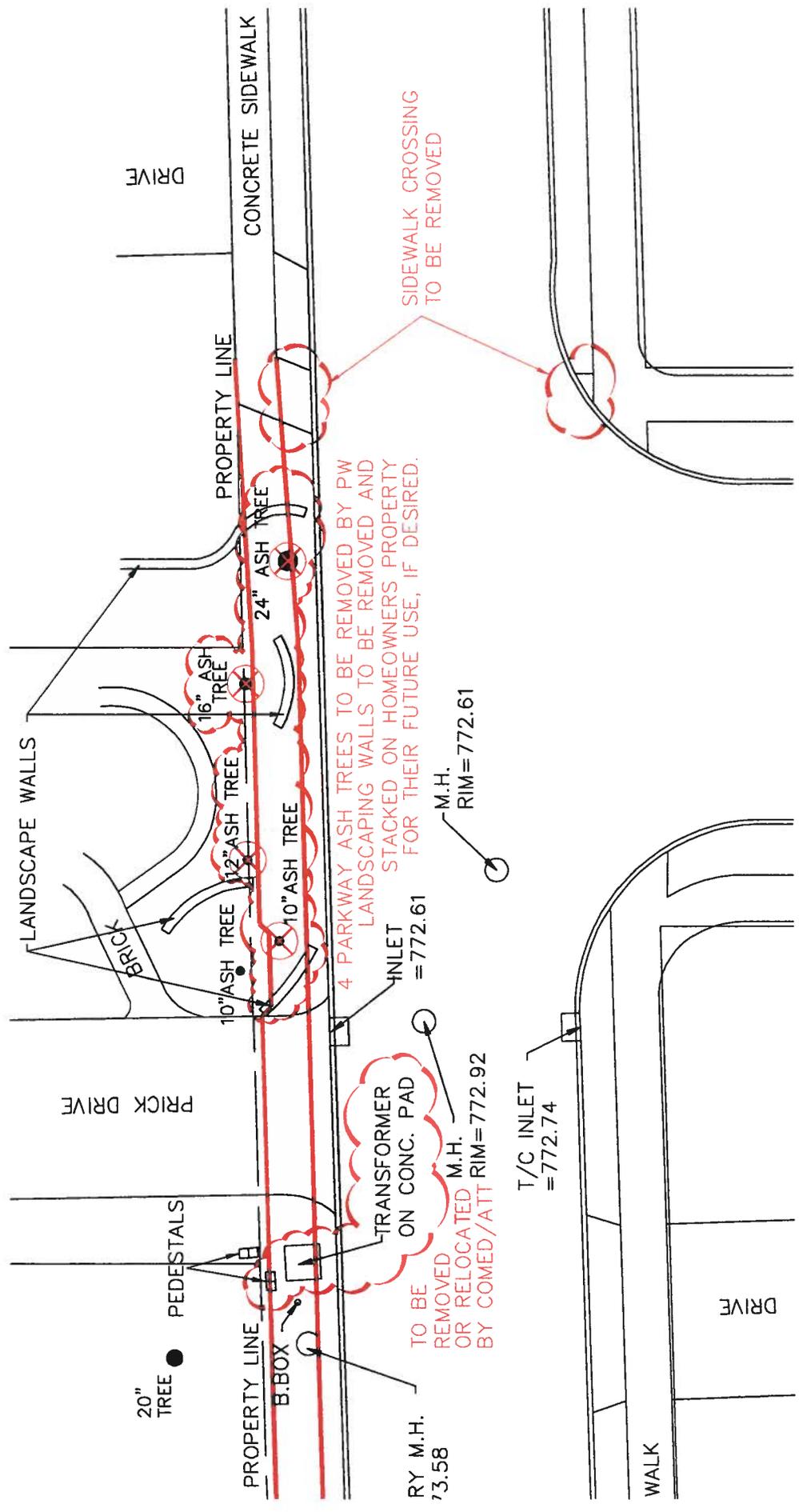
appeared to be a viable option. I also told them that we would conduct a traffic survey to provide some feedback about the traffic around the intersection. Should the survey show excessive speed on Greenfield (another one of the concerns), we will take enforcement action as appropriate.

Assuming the installation of sidewalk happens, I believe that the group may continue to pursue the stop signs on Greenfield. They asked about a process for appeal should the signs ultimately be denied, and they mentioned talking to Trustees.

I have contacted the Public Works Director to initiate the process for sidewalk in this area. If you have any questions, please see me.

EXISTING LAYOUT





DRIVE

CONCRETE SIDEWALK

PROPERTY LINE

SIDEWALK CROSSING
TO BE REMOVED

4 PARKWAY ASH TREES TO BE REMOVED BY PW
LANDSCAPING WALLS TO BE REMOVED AND
STACKED ON HOMEOWNERS PROPERTY
FOR THEIR FUTURE USE, IF DESIRED.

M.H.
RIM=772.61

INLET
=772.61

TO BE
REMOVED
OR RELOCATED
BY COMED/ATT

T/C INLET
=772.74

RY M.H.
73.58

LANDSCAPE WALLS

BRICK DRIVE

PEDESTALS

20" TREE

PROPERTY LINE

B:BOX

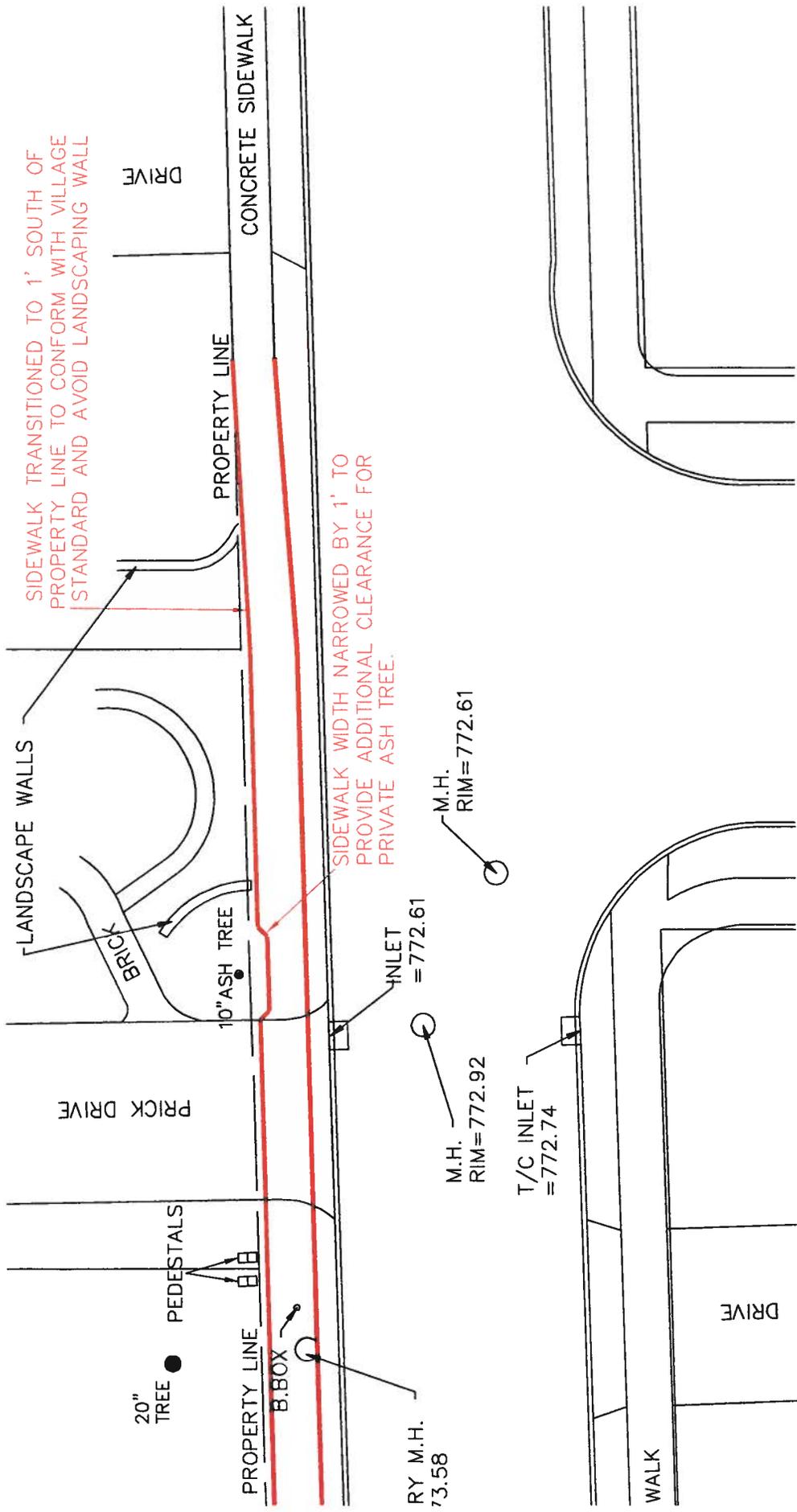
TRANSFORMER
ON CONC. PAD

M.H.

RIM=772.92

DRIVE

WALK



May 11, 2010



INFORMATION LETTER NO. 1

2010 SIDEWALK, CURB AND CONCRETE STREET REPAIR PROGRAM

Dear Resident:

Every year, the Village undertakes a program to add and repair sidewalks. As some of you know, the School District and Police Department have requested Public Works place new sidewalk on the north side of Greenfield between Kenilworth and Lambert, completing the sidewalk gap. Tying in this section of sidewalk is important given the proximity of Lincoln Elementary School and the high traffic flow on Greenfield.

The proposed layout of the sidewalk follows that of the sidewalk which was placed between Lambert and Newton. The right-of-way on the north side of Greenfield is very narrow (about eight feet from the curb to the property line) and we'd like to place the sidewalk as far away from the street as possible for the safety of the children using it. This layout also requires some utility relocation which has already been discussed with those entities involved.

I have painted the approximate location of the proposed sidewalk in the field. At this time, I would like to garner comments from those residents affected by the proposed work. Whether you are in favor or opposed to the sidewalk, I'd like to hear from you. If a site visit is more appropriate for a discussion, I would be willing to meet with those residents at a mutually agreeable time. Please email or call me with your comments or concerns. Information will be presented to the Village Board at an upcoming meeting for their consideration.

Your assistance is greatly appreciated as we move forward with the proposed work.

Very truly yours,

A handwritten signature in black ink, appearing to read "JP", is written over a horizontal line.

Jeffrey D. Perrigo
Civil Engineer
630.547.5512 (direct line)
jperrigo@glenellyn.org

Robert S. Bye
Jillian R. Foucré
314 Greenfield Avenue
Glen Ellyn, IL 60137

May 25, 2010

Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

Re: Proposed Sidewalk Installation

Dear Sirs,

Per your recent letter and our subsequent conversation, following are the requests that we would ask be considered and accommodated as you finalize the plans for the sidewalk in front of our home. All of these requests are in the spirit of maintaining the appearance of our property into which we continually make a meaningful investment, eliminating any costs that we would incur as a result of the decision to add the sidewalk which will disrupt our landscaping and sprinkler system, and further improve the traffic control situation at the very busy intersection of Greenfield and Lambert.

1. Reduce the width of the parkway between the sidewalk and the street so that the two ash trees that are on the property line can be preserved. We understand that they may be at risk at some point in the future due to the ash removal program but if there is not a need to remove them now, we would ask that they be preserved. The placement of the sidewalk will already require the removal of two trees and two large shrubs and we would like to minimize further tree removal. There are many examples throughout the village where parkways are narrow or sidewalks have been routed around trees to accommodate them. These trees are part of the natural beauty of our yard and the village and every effort should be made to save them. This will also avoid any interference with one of the three stone walls on the property.
2. There are two other stone walls that will be impacted by the sidewalk placement. We would like the one on the east edge of the property to be rebuilt in the center of the main portion of the yard, north of the new sidewalk but south of the curved path. The wall on the west edge of the property we would like rebuilt approximately ten feet north of its existing location, along the east side of the driveway.
3. The sprinkler system in the front yard will need to be reconfigured and the heads moved to different locations away from the sidewalk. We would like to have this done by the

company who installed the system with reimbursement from the Village. Alternatively, the Village can choose to contract for this work themselves but we need this professionally completed.

4. The perennials and bulbs that will be disrupted as a result of the construction will be removed, put in temporary pots for the period of the construction and then replanted as we designate in the front yard. Many of them we will want on the parkway since there is no grass anywhere in our front yard, a more attractive appearance would result from the parkway landscaping being consistent with the rest of the yard. We will not ask for any transplantation anywhere except in the front yard.
5. The butterfly bush on the west side of the driveway will be removed and transplanted at the north end of the west side of the driveway.
6. To further improve the traffic control situation at this intersection, and in the interest of the safety of the many children who live and attend school in this area, we would ask that the intersection at the corner of Kenilworth and Greenfield be made into a 4 way stop. This would serve to reduce speeds between Lorraine and Newton, reduce acceleration from those turning left from Lambert to Greenfield and generally improve traffic safety.

We are happy to discuss with representatives of the Village or its board any of these requests, which are all intended to restore our property to its current state. We take great pride in the appearance of our property and expect that this is valued by the Village, especially in such a highly visible location. You will also note that we are not asking that the sidewalk not be added – we understand the importance to the school and the children. However, we should not have to incur costs or labor associated with this decision.

Thank you for the opportunity to provide a specific proposal and detailed feedback.

Sincerely,

Robert S. Bye and Jillian R. Foucré

Jeff Perrigo

From: Lori Gloude
Sent: Thursday, May 27, 2010 10:06 AM
To: Jeff Perrigo
Subject: 314/324 Greenfield

Jeff,

These are the Building Permits issued for the addresses on Greenfield. Please let me know which permits you would like the documents for and I will email you pdfs.

314 Greenfield

B4849 New Single Family Home 11/02/1977 - OnBase

B6492 Pool 5/7/1981 - OnBase

B10371 Roof 08/23/1988 - OnBase

B11801 Addition 09/11/1990 - OnBase

B25719 Deck 04/28/2006 - OnBase

No Permit Number Issued – File Closed – Irrigation – Waterworks – 03/29/2006 – (No Paperwork/Images Available)

Found on BP Project Log

324 Greenfield

B11017 New Single Family Home 07/21/1989 - OnBase

B11245 Sewer Install 11/13/1989 - OnBase

B14394 Deck 5/6/1994 - OnBase

B19153 Sewer Cleanout 11/09/1999 - OnBase

B24463 Basement Remodel 3/31/2005 - OnBase

No Files in Open Building Permits Drawers

No Files in Pending Building Permit Drawers

No Files in Street Files on OnBase

No files in Attic

No files in boxes to scanning company

Lori

Joe Caracci

To: Jeff Perrigo
Subject: RE: Memo to Board - Sidewalk Issues on Greenfield

From: Jeff Perrigo
Sent: Tuesday, July 20, 2010 12:34 PM
To: 'Jillian Foucre'
Cc: Bill Holmer; Joe Caracci
Subject: RE: Memo to Board - Sidewalk Issues on Greenfield

Jill,

Thank you for your response.

I have attached a scanned copy of the previously sent memo (this one includes all of the additional attachments). In this attachment, you will find a memo from Deputy Chief Bill Holmer that addresses your questions regarding the stop sign issue at Kenilworth and Greenfield. As I mentioned before, the issue regarding the installation of a stop sign is handled by the Police Department. Deputy Chief Holmer may be able to answer the questions you raise about the meeting that took place last year.

I understand that you are disappointed with my recommendation as it pertains to the improvements that you placed in the parkway. I can appreciate your efforts and desire to enhance the area by your property. I feel that I must remind you that the improvements were done on public property and the recommendation being made is consistent with that of other construction projects throughout the Village.

I am forwarding this email to the Deputy Chief Bill Holmer and to Public Works Director Joe Caraccci for inclusion in the packet of information received by the Board. Once the Greenfield sidewalk issue is on an upcoming agenda, I will alert all of the residents on Greenfield between Kenilworth and Newton of the date and time.

Thanks,

Jeff

From: Jillian Foucre
Sent: Tuesday, July 20, 2010 12:03 PM
To: Jeff Perrigo
Subject: Re: Memo to Board - Sidewalk Issues on Greenfield

Jeff

Thank you for sending the attached June 1 memo with your recommendation. I am disappointed with the unwillingness to restore our property back to its current condition following this work. Given this, and given the absence of any reference to our request that a four way stop be placed at the corner of Kenilworth and Greenfield, we can not support the planned installation of the sidewalk. If the Village is not willing to make us whole for investments that we have made to improve the appearance and value of our property and is also not willing to take action to slow down the traffic at a busy intersection where the stop sign appears to be considered a recommendation rather than a mandate, then we do not feel that the installation of the sidewalk will meet either the needs of the safety of the children or the needs of the residents.

In addition, your memo indicates a meeting on October 8th with the residents in this area. Can you advise how this meeting was communicated and how many residents participated? Were any of the residents who would be impacted by the sidewalk changes invited to this meeting? Are there minutes of this meeting that can be shared? If so, please forward them to me.

Due to the impact on the property of the residents at 324 Greenfield (Neal and Amy Levin), I am going to forward this document to them as well in case you have not already shared this recommendation with them. Please make sure you notify me when this item is going to be on the board agenda so we are able to attend if our schedules permit. Whether we attend or not, please make sure it is clear to the board that without support from the Village on the restoration of our landscaping and the placement of the 4-way stop, we can no longer support this project.

Best regards,

Jill Foucre and Bob Bye

On Fri, Jul 16, 2010 at 12:13 PM, Jeff Perrigo <jperrigo@glenellyn.org> wrote:

Jill,

Attached is memo that was sent to the Public Works Director and will be discussed at the Board Meeting whenever it makes the agenda.

We're hoping that it will make it later this month, but it has not yet been confirmed.

Please feel free to contact me if you wish to discuss anything.

Thanks,

Jeff



Jeffrey D. Perrigo

Civil Engineer

Department of Public Works

Village of Glen Ellyn

30 S. Lambert Road

Glen Ellyn, IL 60137

Village Board Workshop
9/20/10
(5)

Interoffice Memorandum

to: Joseph M. Caracci, Public Works Director
from: Jeffrey D. Perrigo, Civil Engineer
subject: 2010 Sidewalk and Concrete Street Repair Program
Issues Regarding Placement of Sidewalk in Parkway - Ridgewood
date: September 13, 2010

PROGRAM OVERVIEW

The Village undertakes an annual program to install new sidewalk and repair damaged or hazardous sidewalk squares and rehabilitate sections of deficient concrete roadways and curbs. Last fall, a resident approached Public Works about the viability of installing new sidewalk on the south side of Ridgewood, just east of Kenilworth (resident's petition attached). There are four homes that currently do not have sidewalk on the block of Ridgewood from Kenilworth to Brandon. The aerial imagery below identifies the locations where sidewalk currently exists and the location of proposed sidewalk.

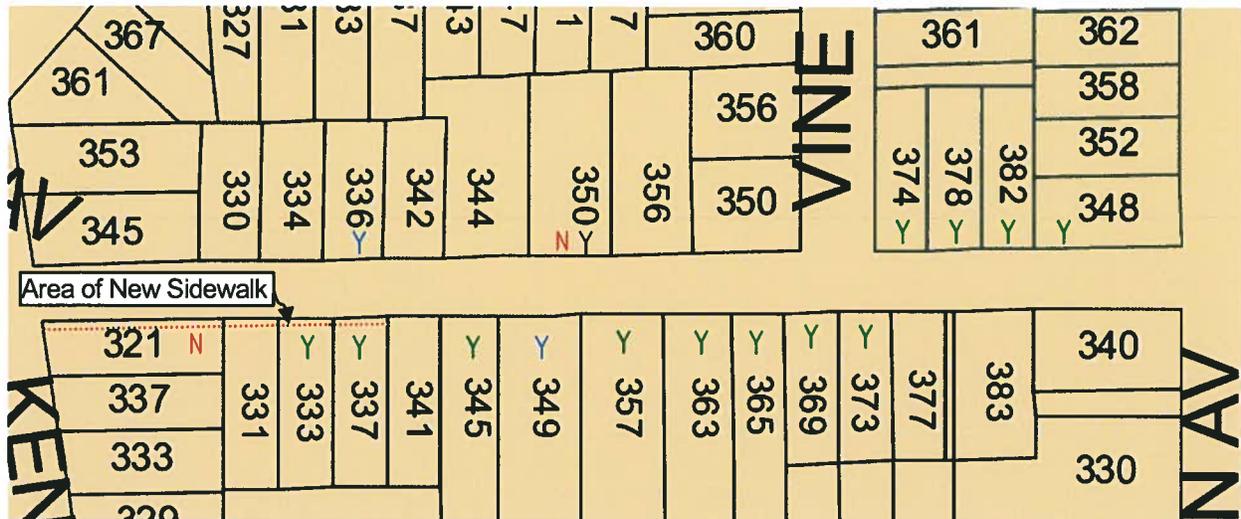


Area Map for Proposed Sidewalk on Ridgewood

Installing the new sidewalk will have some challenges including a parkway lilac tree, utility pole and privately owned landscaping and other vegetation. The properties that have landscaping in the parkway or immediately adjacent to the parkway are 321 and 331/333 Ridgewood.

Staff has considered the resident’s request for the Village to complete the gap in sidewalk on the south side of Ridgewood. As a follow-up to the resident’s petition, staff conducted its own survey with positive results. On July 27, 2010, the attached information letter with survey was sent to the residents on who live on Ridgewood between Kenilworth and Brandon seeking comments and their position on the proposed sidewalk. Generally speaking, the residents along the corridor are in favor of the Village completing the sidewalk. Of the four residents who do not currently have sidewalk, two of them are in favor of the placement of sidewalk (333 and 337), one is opposed (321), and one had no comment (331).

The image below illustrates the results of the survey. A final tally from the resident’s petition and the Village survey indicates that fourteen residents are in favor of installing the new sidewalk and two are opposed to it. Two of the residents in favor of the sidewalk are the one’s that don’t currently have sidewalk. A few residents did vote for the sidewalk but commented about the proximity of the sidewalk to the residence at 321 Ridgewood and how the sidewalk would affect them.



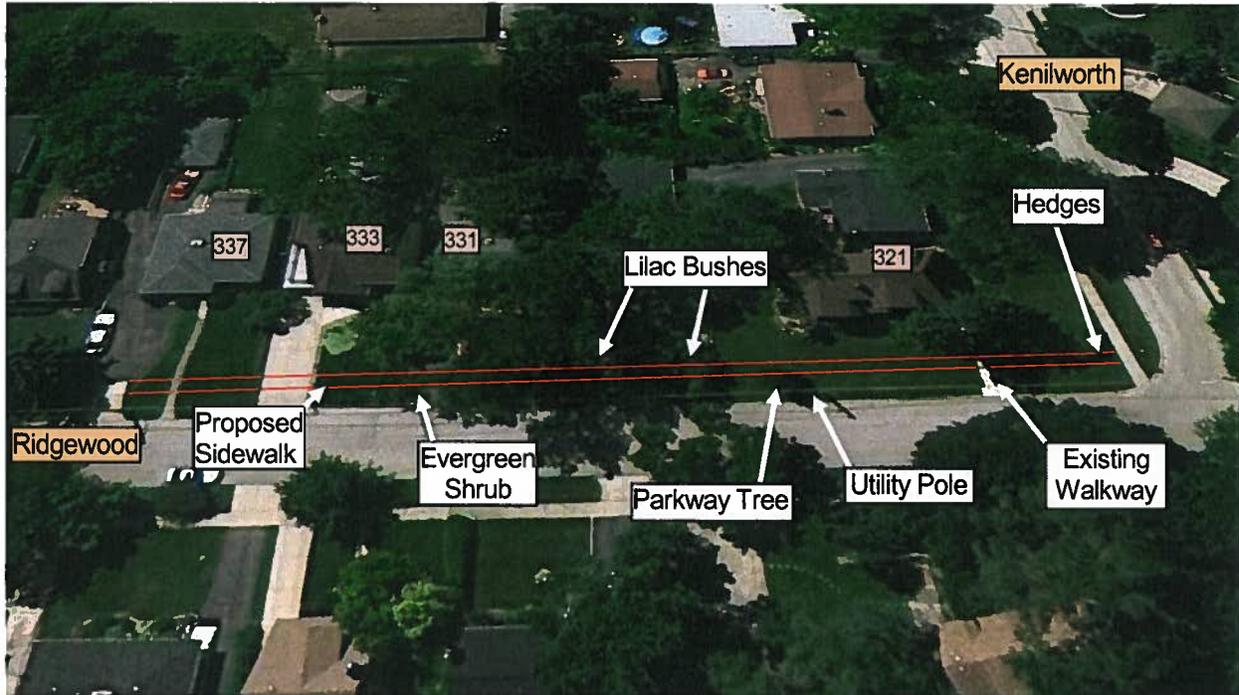
In the image above, the **Y** represents the residents that responded to the survey with a **Yes for sidewalk**; the **Y** represents a **Yes for sidewalk** from the original petition; and an **N** indicates the resident’s final position on the sidewalk were **Against** the installation of sidewalk. 350 Ridgewood originally voted for the sidewalk, then later changed position.

Recommendation Regarding the Request for Sidewalk on Ridgewood

Staff has considered the resident’s request and subsequent petition for the installation of sidewalk on the south side of Ridgewood and the results of the Village’s own survey. In keeping with the general policy of the Village to fill in gaps of sidewalk where it is requested and/or warranted, staff believes that the placement of sidewalk on Ridgewood will provide for the betterment of the Village and should be completed. Having said that, there are certainly some issues with maintaining the Village’s standard of a one foot offset from the property line. Concern for the existing vegetation and other items in the parkway warrant discussion.

Issues with the Installation of Sidewalk on Ridgewood

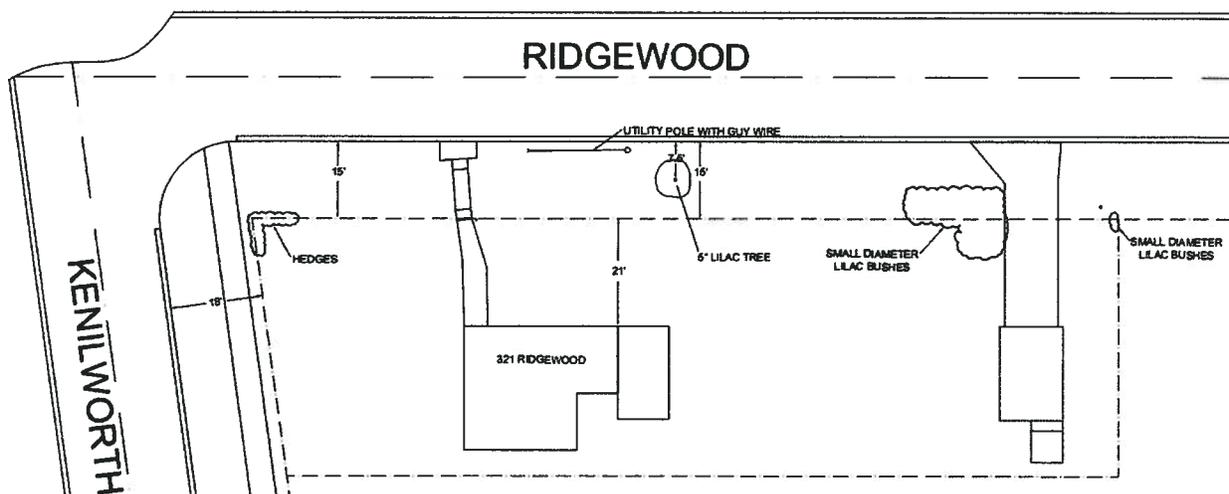
The aerial view of the stretch of Ridgewood contemplated for new sidewalk highlights the issue of obstructions in the parkway.



Tilted aerial view of Ridgewood just east of Kenilworth with location of major obstructions.

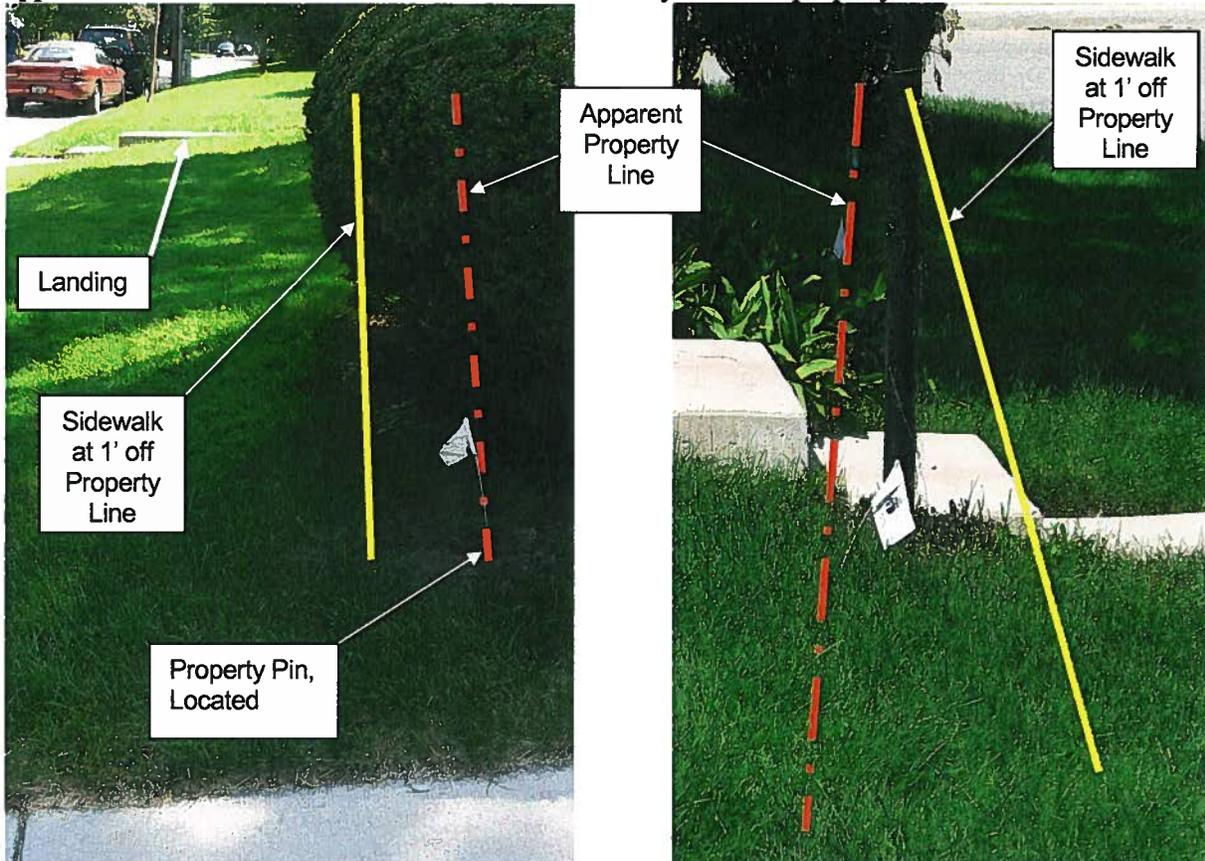
321 Ridgewood - Overview

The majority of the obstructions with the placement of the proposed sidewalk center on the property at 321 Ridgewood. For a general layout of the area and the obstructions along the way, they have been identified on the aerial photo above and presented in the drawing below.



Drawing of 321 Ridgewood with the parkway obstructions identified.

Hedges – 321 Ridgewood has some hedges that are encroaching on the public right of way at the southeast corner of Kenilworth and Ridgewood. The placement of sidewalk at the Village’s standard one foot property line offset would require some of the hedges to be cut back. The picture below approximates the location of sidewalk at one-foot away from the property line.



View of 321 Ridgewood northwest property pin and hedges – looking east along Ridgewood from Kenilworth

View of 321 Ridgewood at the concrete walkway that leads from the house to the street – looking west

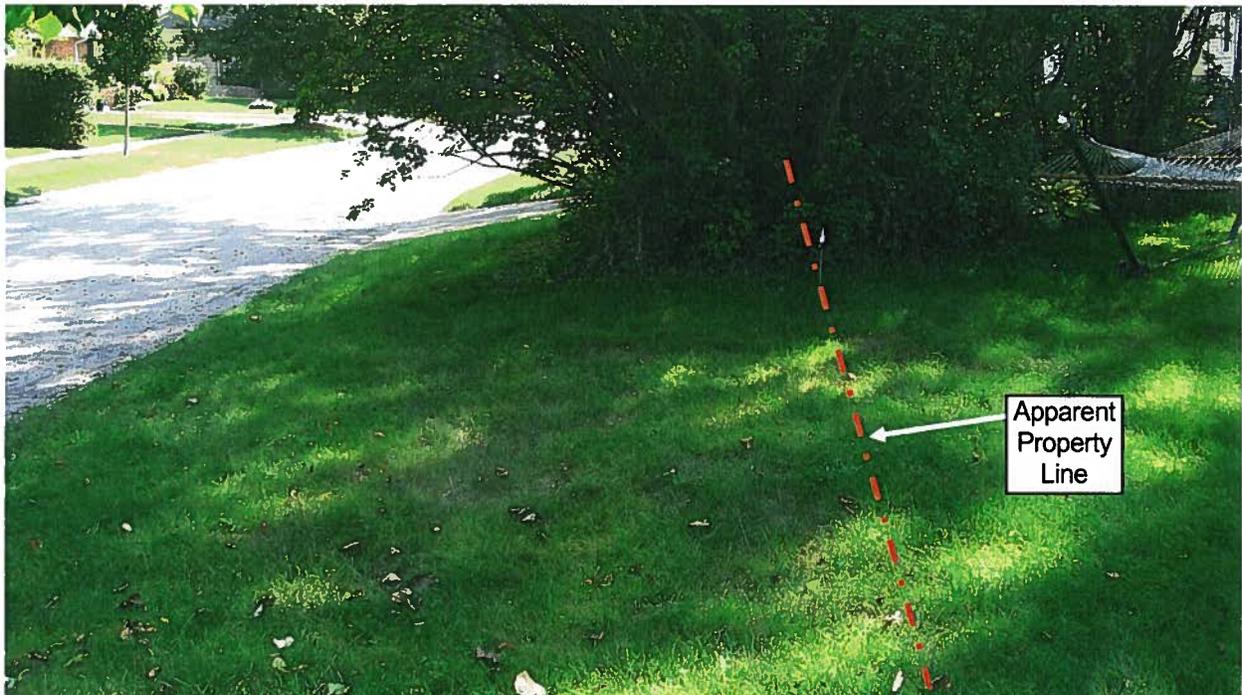
Concrete Walkway – 321 Ridgewood has a concrete walkway that leads from their doorway to Ridgewood. The walkway and steps would require a reconfiguration should the proposed sidewalk be installed one-foot off the property line. As viewed in the image above (right side), the last step before the center landing is in conflict with the proposed sidewalk at this location. The walkway’s concrete landing is visible in the image above (left side).

Trees – Along the proposed location for the new sidewalk at 321 Ridgewood, there is a 5” lilac tree that is in conflict with the proposed sidewalk. The lilac tree is placed approximately in the middle of the fifteen foot parkway (about 7.5 feet from both the property line and the back of curb) and a utility pole is also nearby. The images below illustrate the configuration of the tree with respect to the property line, curb and pole and also provide a more detailed view of the area.



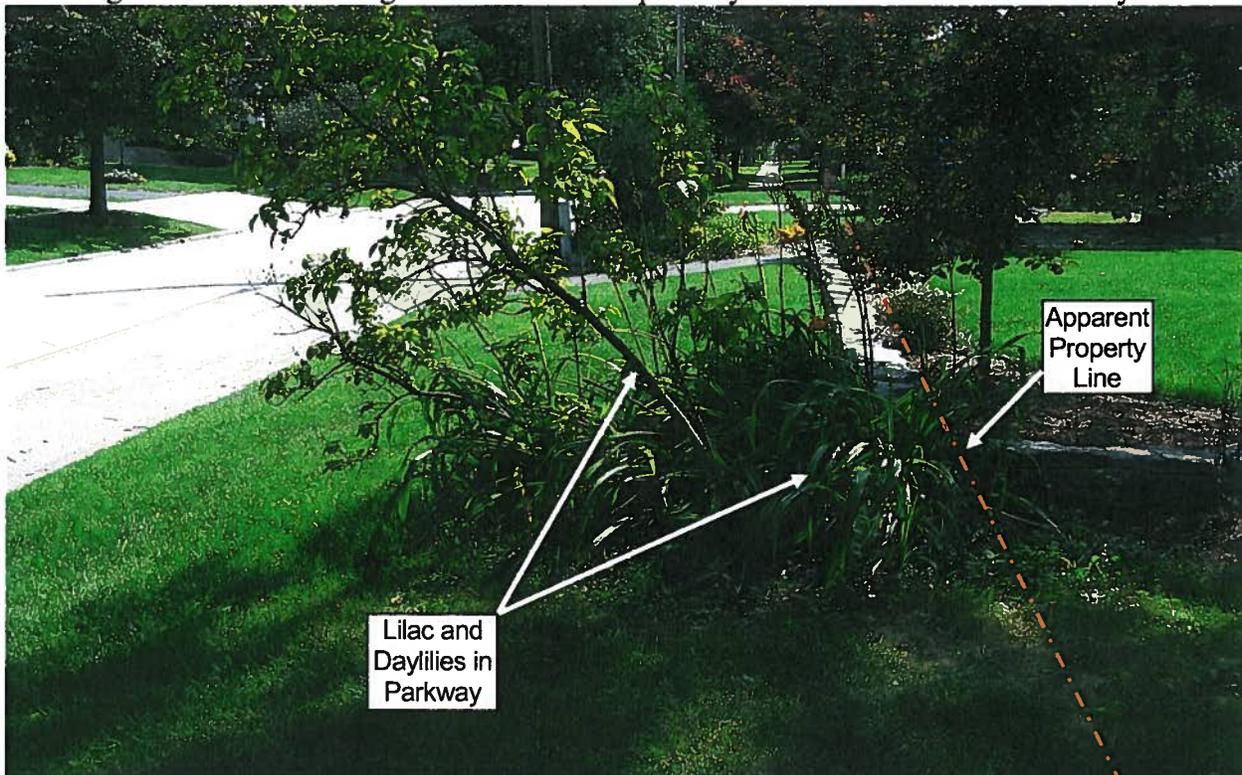
The images above provide a view of the right-of-way corridor on Ridgewood and the location of the lilac tree.

Lilac Trees/Bushes – On either side of the driveway belonging to 321 Ridgewood, lilac bushes or small trees have encroached into the parkway. The images below show the extent to which the lilacs have spread into and over the parkway on the west side of the driveway.



Above image shows a stand of small diameter lilac trees/bushes on the west side of the driveway. The property line runs through the stand at about the midpoint. Overhang from the lilacs reaches the curb line.

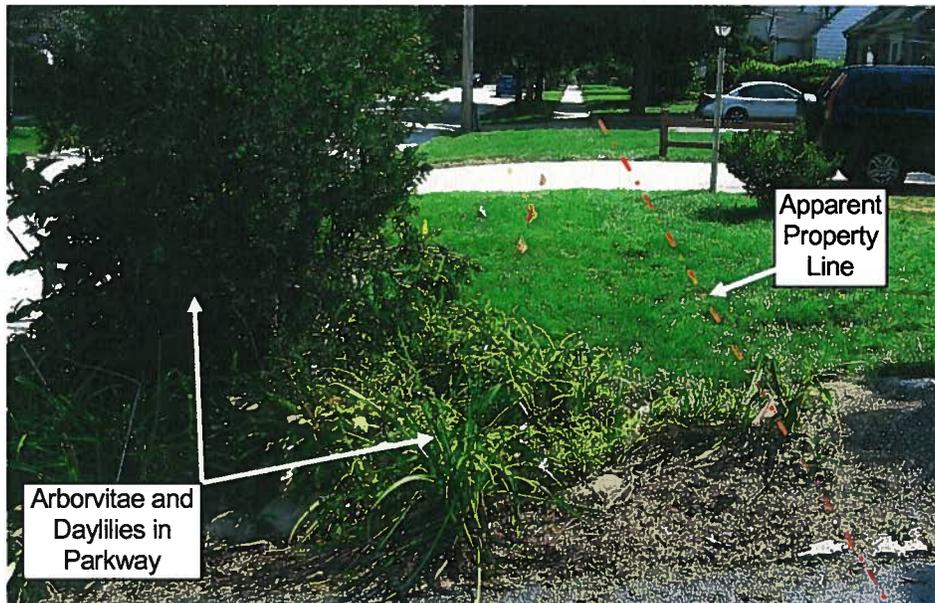
The image below shows the vegetation that is in the parkway on the east side of the driveway.



The image above shows the location of the lilac tree/bush and the daylilies with respect to the property line. The stone wall is over the property line but is only within the first foot of the right-of-way.

331/333 Ridgewood – Issues

The east side of the driveway at 331 Ridgewood has some landscaping in the parkway. The major issue at this location is the Arborvitae.

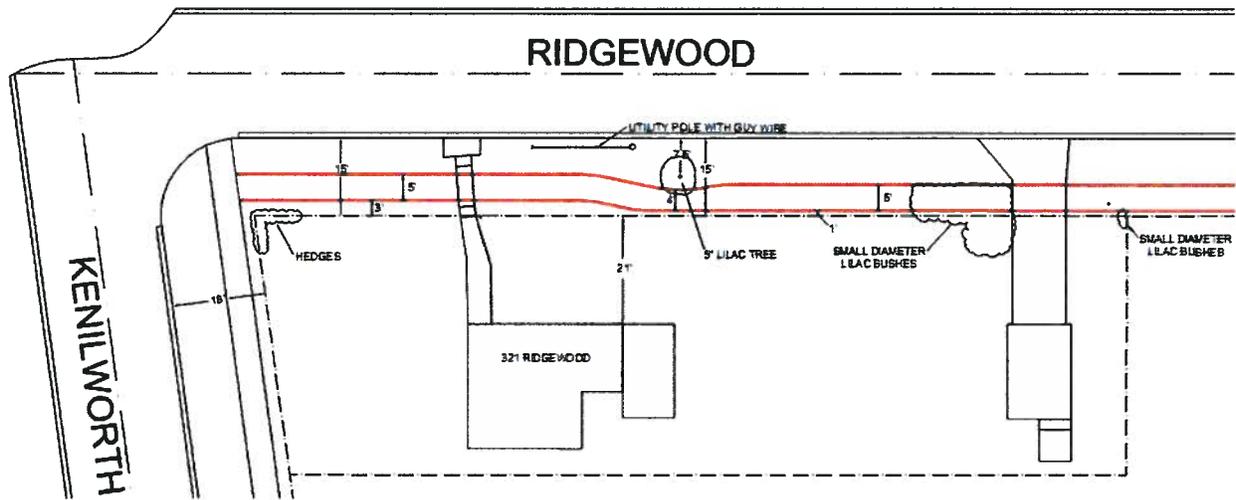


The image above identifies the issues just east of the driveway at 331 Ridgewood.

Proposed Location of New Sidewalk on Ridgewood

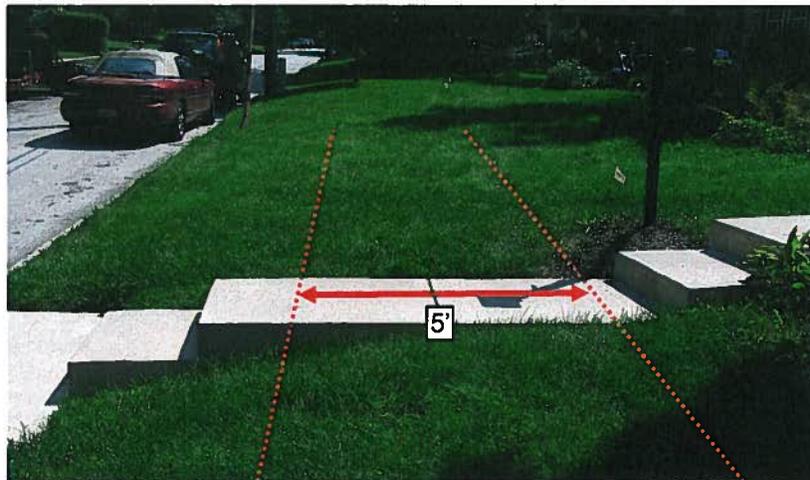
The drawing below indicates how staff feels it's best to proceed with the installation of sidewalk. Close inspection of the drawing and subsequent images will detail the proposed sidewalk solution and the reasoning behind the decisions.

321 Ridgewood - Overview



Hedges and Concrete Walkway Landing

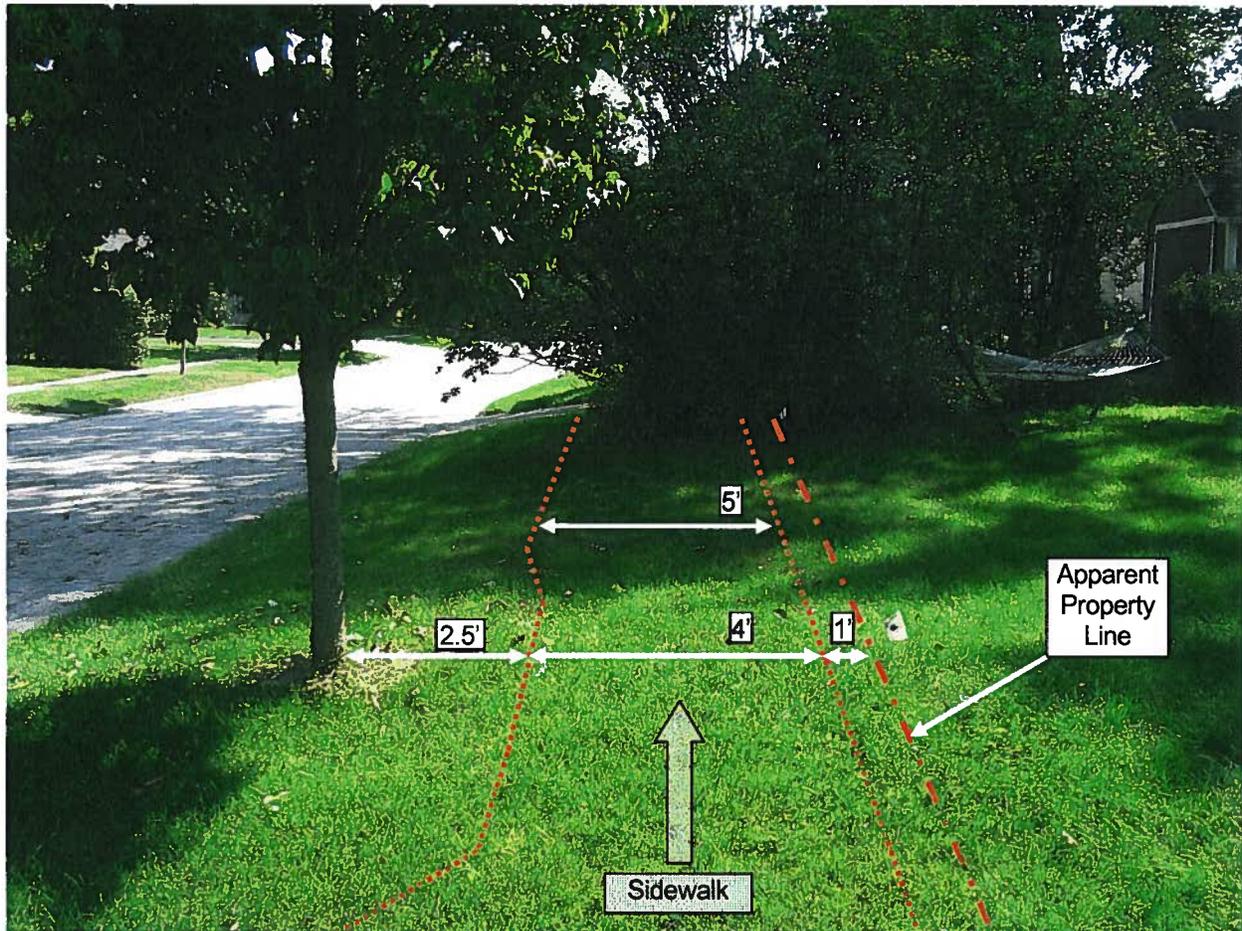
To address the issue of the hedges and the existing concrete walkway, the walkway being more of the deciding factor, staff recommends moving the sidewalk to a location about three feet off the property line. This line will avoid the hedges and will center the new sidewalk on the landing of the existing concrete walkway. The image below shows the approximate location that the new sidewalk will follow.



By placing the sidewalk at this location, we're able to avoid the expense of replacing and reconfiguring the concrete walkway that was recently replaced (the walkway is in great shape). The image shows the sidewalk as it passes through the walkway area, as the sidewalk approaches the utility pole and tree, it will take a southerly turn, passing the lilac tree.

Lilac Tree

Heading east on Ridgewood, the path for the sidewalk will begin turning south of the lilac tree. The photo below shows the anticipated path.



The above image illustrates how the sidewalk will bypass the tree to the south at a width of four feet to minimize the disruption to the root system. The sidewalk will maintain a one foot offset from the property line.

As indicated above, the sidewalk will narrow as it passes the lilac tree to four feet while maintaining a one foot property line offset. Village Forester Peggy Drescher authored the enclosed memorandum, stating that, after thoroughly reviewing the site, she felt it was best to place the sidewalk on the south side of the tree. She stated her desire to have a distance of three feet from the tree to the sidewalk – staff's proposal shows a two and one-half foot separation. Should adherence to the three-foot separation be required, staff would be comfortable with a reduced property line offset of six inches and a sidewalk width maintained at four feet.

The decision to place the sidewalk on the south side of the lilac tree was based on a number of factors:

(1) The ground is flat nearer the property line and steeper towards the curb. Should the sidewalk be placed on the north side of the tree, the edge of the sidewalk would be about one foot from the curb. Additionally, the sidewalk would have to either slope excessively toward the street or a drop off would be created near the northerly side of the sidewalk. Neither of these situations is particularly appealing. The image below shows the ground sloping near the curb;

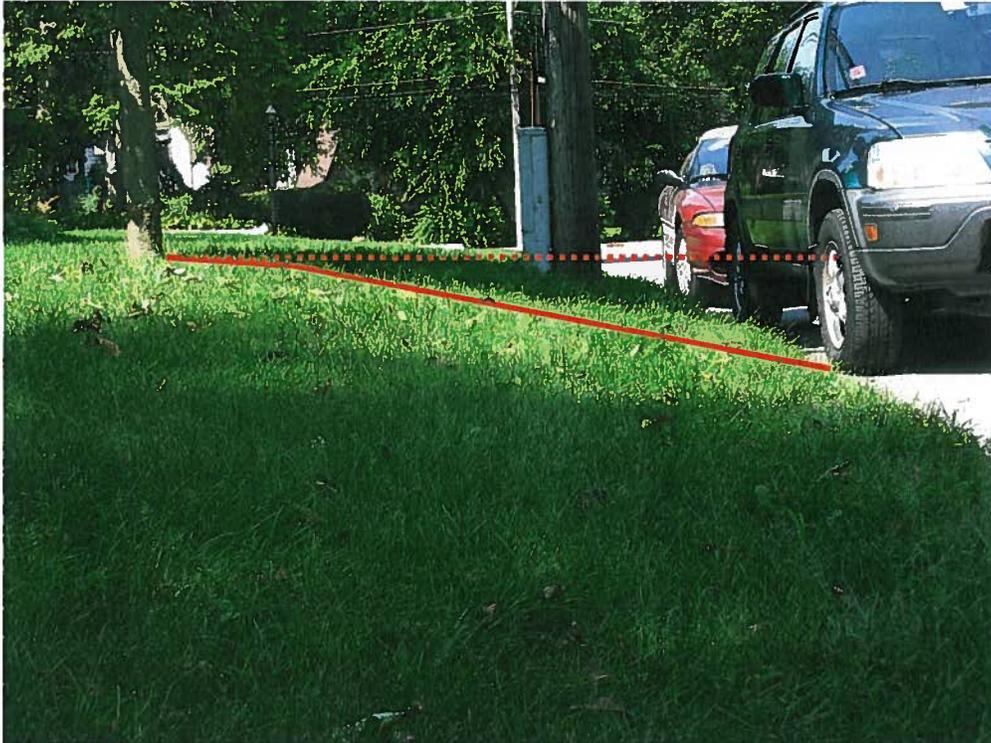


Image shows the ground sloping toward the street.

(2) Staff is concerned further with the potential issues brought about by the sidewalk weaving around the lilac tree and a utility pole. Staff prefers a sidewalk that makes gradual changes and the change in direction of the sidewalk to the north would be problematic;

(3) Staff is also attempting to maintain consistency with the placement of sidewalk throughout the Village and the Village standard is one foot from the property line except when obstructions hinder the path and the obstruction can not effectively be removed.

The residents of 321 Ridgewood have expressed some concern over the proximity of the sidewalk to their home. The new sidewalk will be at least twenty feet from the house which is not atypical for a corner lot configuration in the neighborhood. Other homes that have a distance of twenty feet from their homes to the sidewalk are located at 376 and 368 Vine; the home at 401 Ridgewood is about fifteen feet from the sidewalk; and the home at 398 Brandon is twelve feet away from the sidewalk.

Lilac Trees/Bushes

The lilacs on either side of the driveway of 321 Ridgewood are yet another obstacle to address. The proposed layout for the sidewalk keeps a path that runs one-foot off the property line. The image below shows the proposed location of the sidewalk on the west side of the driveway and notes the extent of the lilac removals that are required.

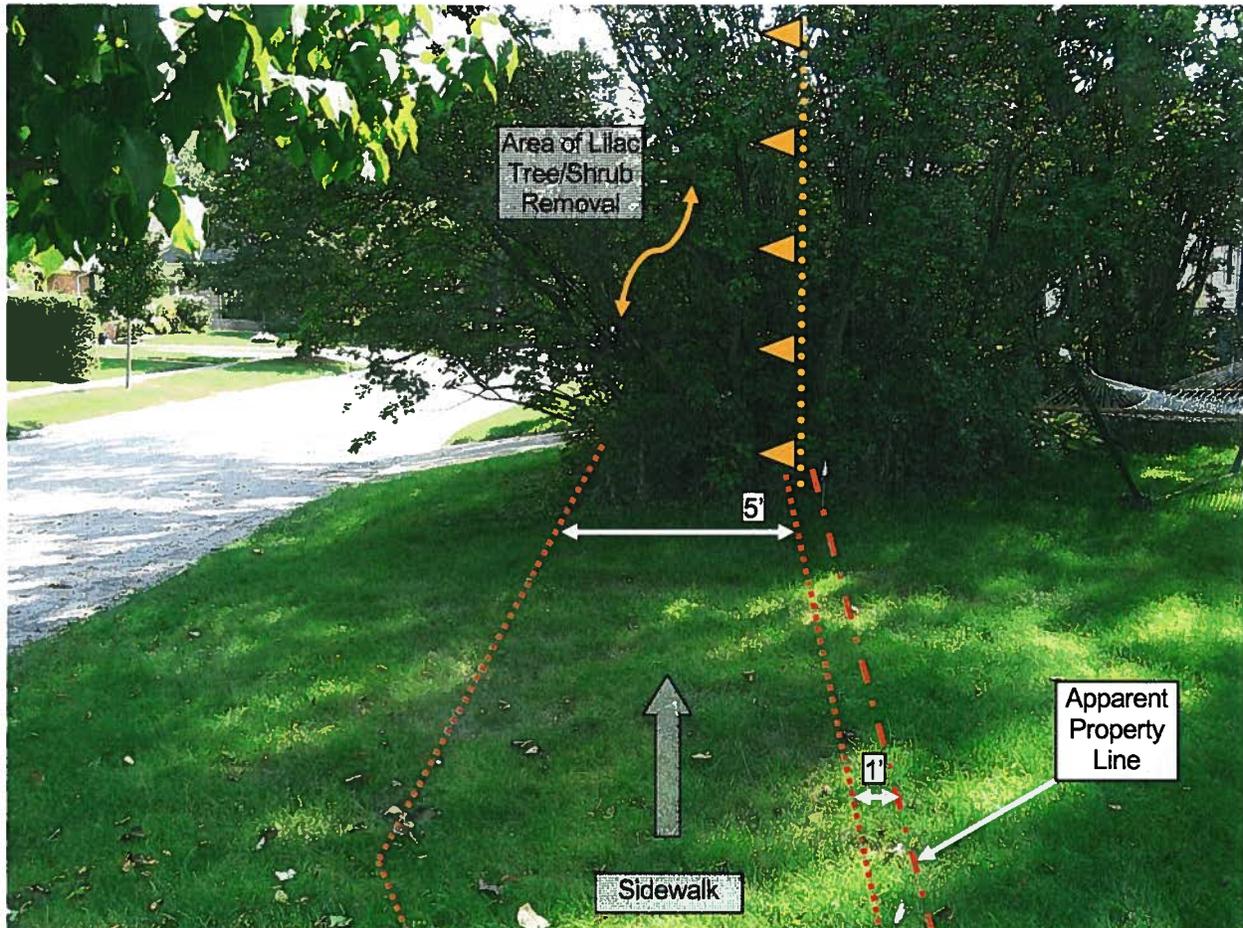
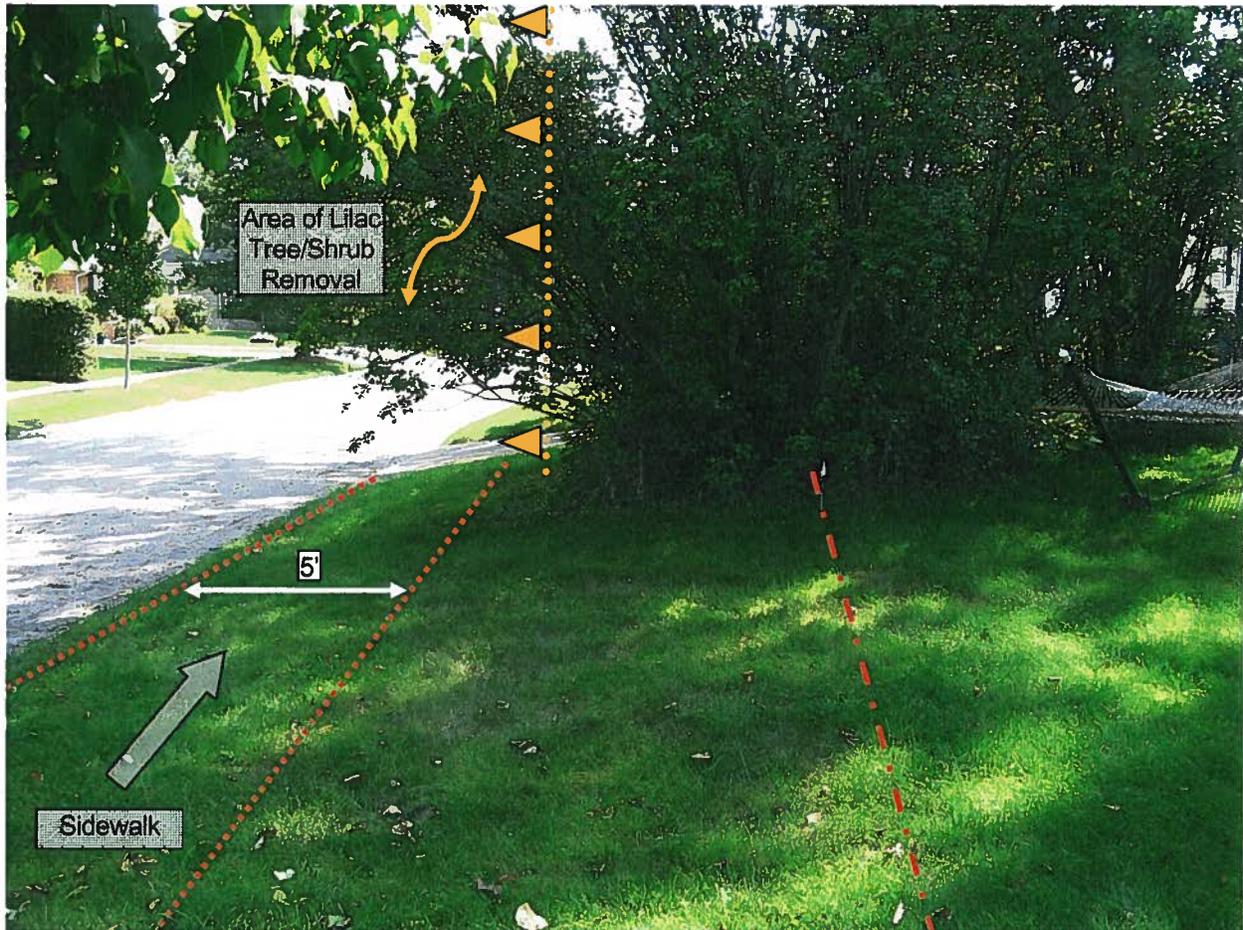


Image above illustrates the proposed location of the sidewalk at a one foot property line offset. At this location, approximately one-half of the small diameter lilac trees/bushes at this location would be removed.

For the same reasons as stated above (flat/level ground, weaving around obstructions, and maintaining consistency/fairness) staff feels it best to place the sidewalk at this location which is one-foot off the property line. An additional reason for the placement at this location is the proximity of the driveway just east of the lilacs. Should the sidewalk be placed curbside around the lilacs, this would create another obstruction for the pedestrians to maneuver around.

Again, referencing our Village Forester's memorandum, Peggy Drescher states that the lilacs are in fair to good condition with a portion in decline, though re-growth is present. Her desire was to retain all of the lilacs by routing the sidewalk curbside to maintain the current aesthetics and privacy of the property.

It should be noted, and illustrated in the image below, that a substantial portion of the lilacs will need to be removed regardless of the location chosen for the sidewalk, curbside or near the property line. Many lilac stems extend across the parkway toward the curb.



The image above indicates that a sidewalk that runs curbside would still entail the removal of many lilac stems.

On the east side of the driveway is a small lilac tree and some lilies that will also be an obstruction to the proposed sidewalk. An image is highlighted on the next page that indicates the proposed location of the sidewalk, as well as the lilacs and lilies. The sidewalk will be maintained one foot from the property line as this would tie in to the existing alignment of the sidewalk at 341 Ridgewood. The lilacs and lilies at this location could be removed by the homeowner from the parkway and replanted on their property – ample time will be afforded to perform this work.

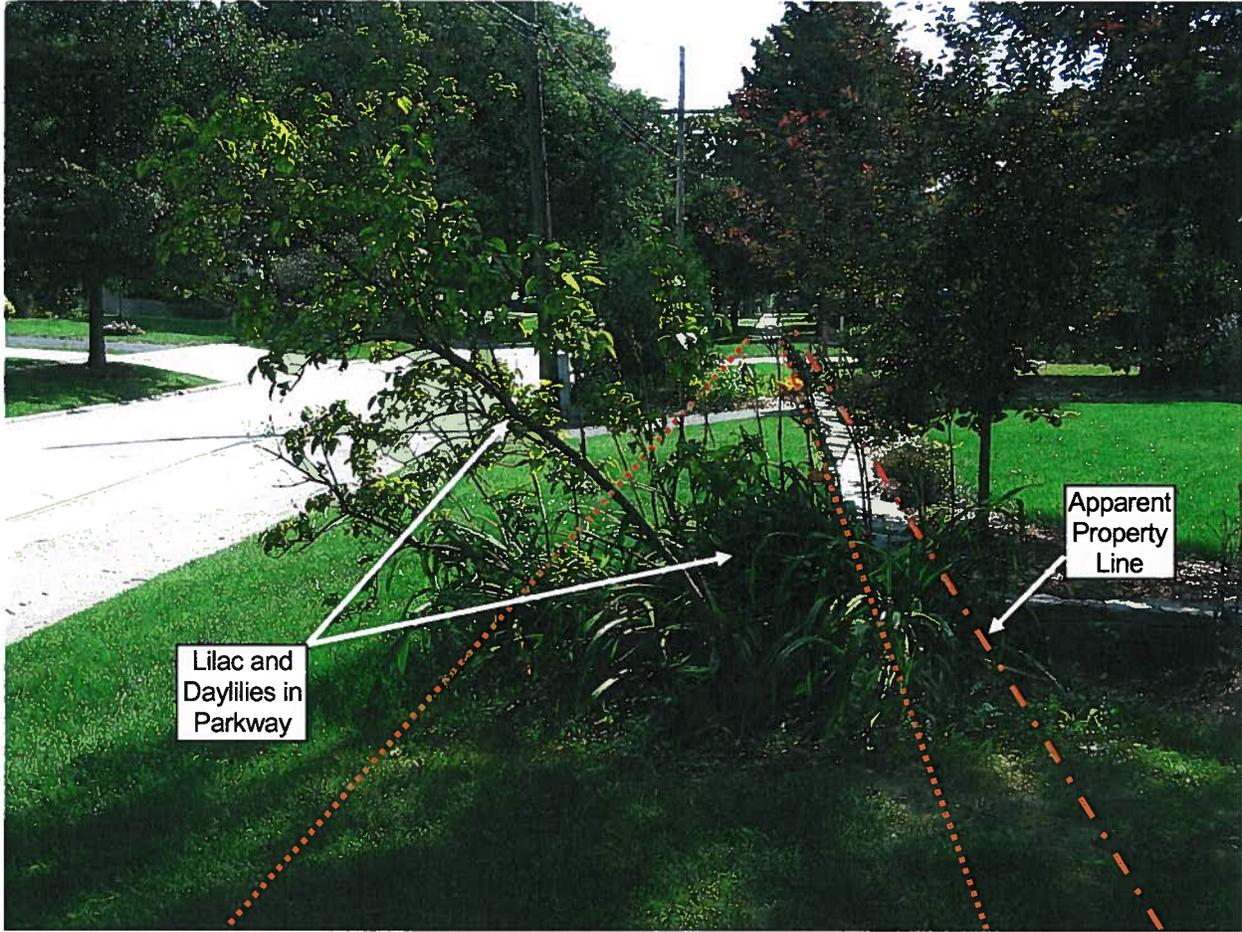


Image above shows the lilac tree and lilies that are in the parkway that coincides with the proposed placement of the new sidewalk.

331/333 Ridgewood – Issues



The landscaping issues at this final location, just east of the driveway at 333 Ridgewood, are minimal compared to the others that are along this corridor. The lilies and arborvitae will be removed with the installation of the new sidewalk. The arborvitae falls on the property at 333 Ridgewood and the homeowner has indicated that its removal is acceptable with them (attached is an email acknowledging the need for its removal).

Resident Concerns

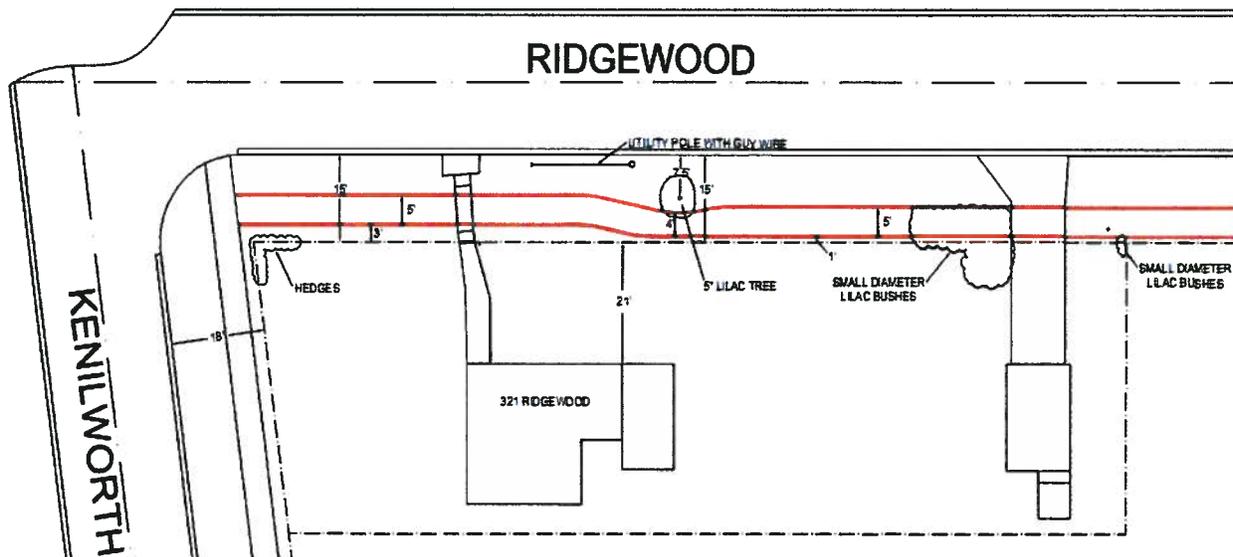
To date, the only concerns regarding the sidewalk installation on Ridgewood related to the property at 321 Ridgewood. A few residents commented that they were in favor of placing sidewalk but stated that the sidewalk seems to be 'intrusive' but hoped that the Village and resident at 321 Ridgewood could find common ground on the location of the sidewalk.

321 Ridgewood – Concerns

Staff has had extensive contact with the resident including site visits, phone calls and email correspondence. The resident's letter (attached) dated August 29, 2010, indicates that their concerns are for privacy, security and aesthetics. In this letter, the resident proposed a route that runs near the street, about four feet from the curb, travels north of the lilac tree and roughly keeps this alignment to avoid their lilac bushes and trees. At best, this alignment keeps the sidewalk about six feet from the property line versus the three feet or one foot separation proposed by staff. The resident's proposed alignment also requires the Village to reconfigure a portion of the walkway and steps leading from the resident's door to the curb. Noted on the resident's proposed alignment sketch is a statement that their opposition to the sidewalk would still exist despite the acceptance of their proposed alignment.

Staff Recommendation

As discussed previously in this memorandum, staff's proposed alignment attempts to adhere to the Village standard of a one foot property line offset while making concessions where necessary for parkway obstructions. The only modification to this standard is the area west of the parkway lilac tree in which the offset will be three feet due to the existing walkway. Staff feels that this is the optimal layout given the obstructions and current site conditions along the corridor. Possibilities exist for the sidewalk to be placed entirely at the one foot property line offset should the Board feel it's warranted. Likewise, with the exception of the area by the utility pole and guy wire, the sidewalk could be placed closer to the curb. However, staff feels the plan put forth provides a sidewalk alignment that is safe, fairly addresses the issues brought about by the parkway obstructions, and appropriate.



BOARD ACTION

Action Requested of the Board is to approve the aforementioned direction for the placement of sidewalk on the south side of Ridgewood, particularly in the vicinity of 321 Ridgewood. Staff feels that these are the appropriate actions to be taken and are in the best interest of the Village.

Encl.: as noted

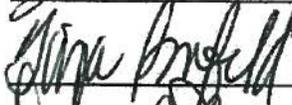
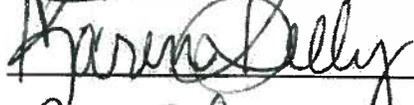
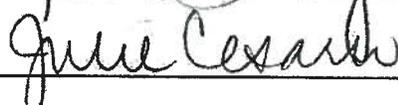
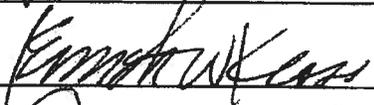
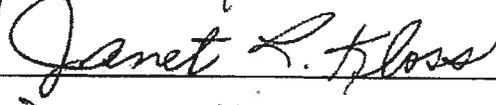
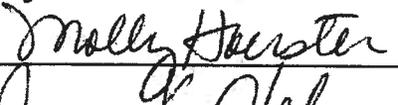
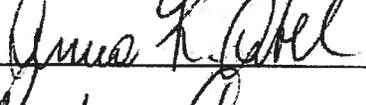
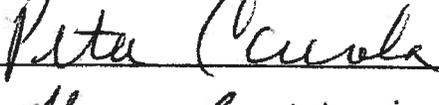
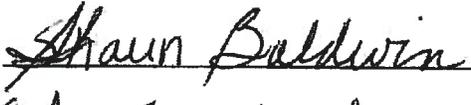
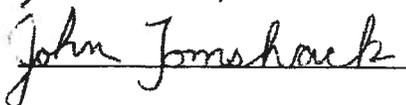
cc: Steve Jones, Village Manager
Bob Minix, Professional Engineer

Dated: October 2009

We, the undersigned, call on the Village of Glen Ellyn, the Glen Ellyn Public Works Department, and neighborhood residents to work together to connect the existing sidewalk at the intersection of Ridgewood Ave and Kenilworth Ave, completing a "missing link" between the existing sidewalks that do not meet.

The completed sidewalk will:

- * Improve pedestrian safety by offering a safe alternative to those who are currently forced to cross Ridgewood Ave sometimes at limited visibility, to gain access to a sidewalk and crossing Ridgewood Ave again to continue on the south side of the street. This is especially true for school children walking to and from school and for those playing or riding bicycles on Ridgewood Ave, and for those walking or biking the block that is formed by Hill/Kenilworth/Ridgewood/Brandon.
- * Contribute to a more livable community by encouraging more foot traffic.
- * Overall improve accessibility to the south side of Ridgewood Ave, extending the natural block that is Hill/Kenilworth/Ridgewood/Brandon.

<u>SIGNATURE</u>	<u>PRINT NAME</u>	<u>ADDRESS</u>
	JIM BREFELD	365 RIDGEWOOD AVE
	TINA BREFELD	365 RIDGEWOOD AVE.
	Dolina Stevenson	363 Ridgewood
	Daniel Stevenson	363 Ridgewood
	Karen Kelly	349 Ridgewood
	Julie Cesarino	357 Ridgewood
	William Cesarino	357 Ridgewood
	KENNETH W KLOSS	350 Ridgewood
	JANET L. KLOSS	350 RIDGEWOOD
	Molly Hoerster	345 Ridgewood
	ANNA K. ABEL	333 Ridgewood
	Peter Cariola	336 R
	Shaun Baldwin	373 Ridgewood
	JOHN TOMSHACK	378 RIDGEWOOD

Public Works Department

Interoffice Memo

To: Jeff Perrigo, Civil Engineer
From: Peggy Drescher, Village Forester
RE: 321 Ridgewood – Proposed Sidewalk Installation
Date: 8/ 13/10

I have inspected the 6” DBH Japanese Tree Lilac and the group of lilac bushes located at the SE corner of this property as they relate to proposed sidewalk installation.

This lilac tree is in excellent condition. My suggestion is to install the sidewalk on the South side and keep it at least 3’ from the trunk of the tree. This would cause less stress than if we had the tree moved with a tree spade.

The group of lilac bushes is in good to fair condition. Although a portion of them is in decline there is much re-growth and this landscaping adds to the privacy and esthetics of the property. My suggestion is to leave these plants and move the sidewalk towards the curb.

Jeff Perrigo

From: Mark K. Abel
Sent: Wednesday, September 08, 2010 7:13 PM
To: Jeff Perrigo
Subject: RE: Ridgewood Ave sidewalk

Hi Jeff

The evergreen is on our property. We are aware that most likely it will have to be removed.

Thank you

Mark & Anna Abel

From: Jeff Perrigo [mailto:jperrigo@glenellyn.org]
Sent: Tuesday, September 07, 2010 2:18 PM
To: 'Mark K. Abel'
Subject: RE: Ridgewood Ave sidewalk

Mark,

I am finalizing my memorandum to the Board regarding the installation of sidewalk along Ridgewood and wanted to know the proper owner of the evergreen near the utility pole on the western edge of your property. It appears that it belongs to you, but I'm not totally sure. Have you and your neighbor at 331 Ridgewood 'determined' who's it is? For the sidewalk to be installed, it's highly likely that the evergreen would need to be removed.

Any help you can provide will be very much appreciated.

Thanks,

Jeff

From: Mark K. Abel
Sent: Friday, August 13, 2010 11:21 AM
To: Jeff Perrigo
Subject: Ridgewood Ave sidewalk

Hi Jeff

Please excuse my tardiness on this subject. I was tied up with a family issue and the subject slipped my mind. I live at 333 Ridgewood and I do favor a sidewalk being placed in front of my residence. I have 2 children that ride bikes frequently in the neighborhood. However, my concern is the proposal in front of 321 Ridgewood (the corner of Ridgewood and Kenilworth). With that house being a corner lot the proposed area for the sidewalk does seem intrusive to these residents. I therefore feel that it is not my position to determine the fate of their property. My hope is that some form of compromise can be reached on this subject.

Thank you for your time

Mark K Abel
333 Ridgewood Ave

**John and Lisa Feeley
321 Ridgewood Ave.
Glen Ellyn, IL 60137**

August 29, 2010

VIA E-Mail

Mr. Jeffrey Perrigo
Civil Engineer, Village of Glen Ellyn
30 S. Lambert Road
Glen Ellyn, IL 60137
(jperrigo@glenellyn.org)

RE: Petitioners' sidewalk for Ridgewood Ave.

Jeff.

I received your email on Thursday August 26th which had attached to it Peggy Drescher's (Village Forester) August 13, 2010 memo. In Ms. Drescher's memo she indicated that the lilac tree was in excellent condition and in order to cause less stress to the tree it should not be spaded and suggested the sidewalk should run on the south side of the tree and be at least 3 feet from the trunk of the tree¹. Ms. Drescher's memo also indicated the group of lilac bushes to the east of the lilac tree are in good to fair condition and that the landscaping adds to the aesthetics of the property and provides privacy to my home. She recommended that the lilac plants should remain and that the sidewalk be moved towards the curb.

As I previously indicated to you in my letters from July 29th, August 11th, August 15th and August 19th my review of the Village Forester's report/memo was necessary for my wife and I to give your CAD drawing of the village staff's route a fair review and analysis. After reviewing

¹ While Ms. Drescher's report indicates the sidewalk should run on the south side of the tree, that is inconsistent with her email message on August 5, 2010 to you in which she stated that the sidewalk should run as close to the street as possible. It is also not possible for the sidewalk to run on the south side of the tree and be at least three feet from the trunk of the tree. Given the right of way is fifteen feet wide and the lilac tree is eight feet six inches from the road a four foot wide sidewalk with a minimum three foot clearance from the trunk will not fit in the remaining three and a half feet left of the right of way. That also does not even take into account that a sidewalk should not be closer than one foot to the property line. A four foot wide sidewalk, set back three feet from the trunk of the tree can only fit on the north side of the tree. That would leave one foot six inches between the sidewalk and the road.

Mr. Jeffrey Perrigo

RE: Petitioners sidewalk for Ridgewood Ave.

August 29, 2010

Page 2

Ms. Drescher's memo and emails to you and taking into account my concerns of privacy, security and aesthetics, I have suggested changes to your CAD drawing. You and the village should not interpret my willingness to make changes to your CAD drawing to mean that Lisa and I do not still oppose the petitioners' sidewalk. We do oppose the petitioners' sidewalk for privacy, security and aesthetic reasons. My revisions to your route are an attempt to balance those concerns with the village's needs.

My suggested changes to the village Staff's route avoids the lilac bushes (east and west of my driveway) consistent with the Village Forester's memo and goes north of the lilac tree consistent with your green route, Ms. Drescher's email (August 5, 2010, 12:33 p.m. to you "... Overall, I would suggest that the walk go as close to the street as we can get it.") and my previously stated concern to you that the sidewalk needs to run on the north side of the lilac tree. (See footnote for further detail.) The route then basically follows that line as the sidewalk heads west along my property making allowances for the utility pole. If the Village of Glen Ellyn Staff can recommend to the village board a route for the petitioner's sidewalk which fairly balances the village's needs with my concerns for privacy, security and aesthetics then my opposition to the petitioners' sidewalk may lessen.

Finally, in your email of 8-26-10 you indicated that the Village Forester's memo was the last outstanding item from my list of requests to the village. Please be aware that requests 1, 3, 4, 5 and 6 by their nature are continuous requests. Therefore, to the extent the village's response needs to be updated for new documents/communications meeting the requests please provide them to me at your earliest convenience.

I look forward to hearing back from you on my suggested changes to the village staff's route. Of course I am willing to listen to any concerns you might have with those suggested changes to the village of Glen Ellyn Staff's draft route. If you are interested and your schedule permits I plan to be at home on Tuesday September 10th if you would like to meet in person to discuss a route.

Mr. Jeffrey Perrigo

RE: Petitioners sidewalk for Ridgewood Ave.

August 29, 2010

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Sincerely,



John Feeley

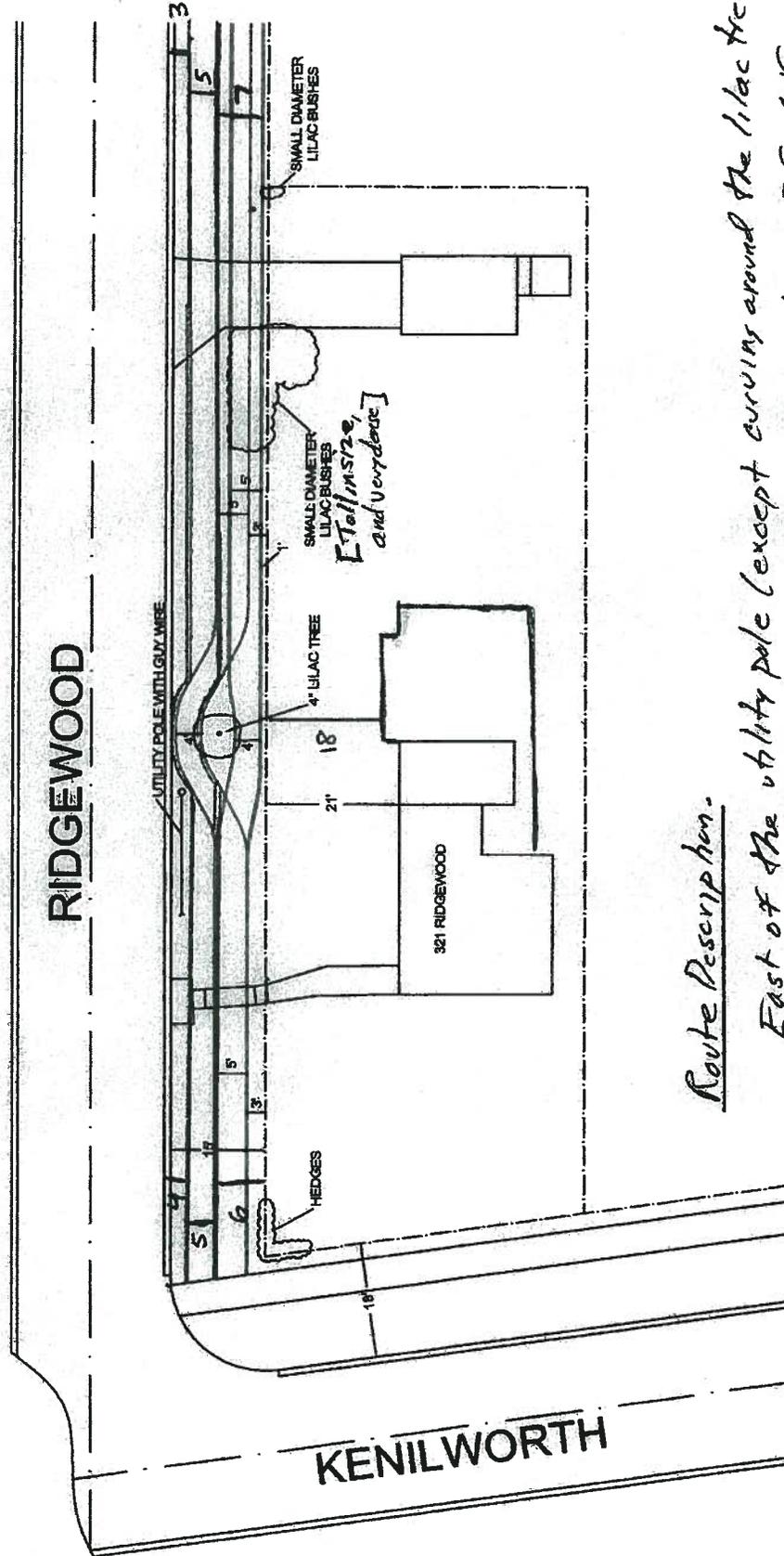
Lisa Feeley

cc: Steve Jones, Village Manager
Joe Caracci, Director Public Works
Bob Minix

Attachment: (RidgewoodSidewalklayout_Feeley_SuggestedChanges_8-29-10_scan13R.pdf)

John and Lisa Feeler
 321 Ridgewood Ave
 8-29-10

Please note that suggested changes to village staff's route should not be interpreted to mean landowner do not stall oppose pedestrians' sidewalk.



Route Description.

East of the utility pole (except curving around the lilac tree on the Streetside) The north edge of the side walk is 3 feet from curb. It is one foot 6 inches going around the tree on the north side. West of the utility pole the north edge of the side walk

is 4 feet from curb.

Portion of my walkway and steps would need to be reconfigured and re-constructed.

Interoffice Memorandum

to: Joseph Caracci, Public Works Director
from: Jeffrey D. Perrigo, Civil Engineer
subject: 2010 Sidewalk, Curb and Concrete Street Repair Program
date: September 14, 2010

The attached information was received via email this morning. I feel that it is important that the Board is afforded the opportunity to review this document in conjunction with staff's recommendation regarding the sidewalk on Ridgewood.

John and Lisa Feeley
321 Ridgewood Ave.
Glen Ellyn, IL 60137

September 13, 2010

VIA E-Mail

President Mark Pfefferman
Trustee James Comeford
Trustee Peter Cooper
Trustee Phil Hartweg
Trustee Carl Henninger
Trustee Peter Ladesic
Trustee Michelle Thorsell

Glen Ellyn Village Clerk
c/o Patty Underhill (villageclerk@glenellyninfo.org and
pattyu@glenellyn.org)
535 Duane Street
Glen Ellyn, IL 60137

RE: Petition for sidewalk on Ridgewood Ave.

President Pfefferman and fellow Trustees

Attached please find John and Lisa Feeley's Review and Analysis of Petition and the Village Staff's Survey for a Sidewalk on Ridgewood. Our review and analysis, shows that a sidewalk is not necessary in front of our home and a sidewalk would have a continuous negative impact on the privacy, security, and aesthetics of our home. We appreciate your attention to this matter and will be available to answer any questions that you may have at a village meeting scheduled to address this issue.

Yours sincerely,


John and Lisa Feeley

Attachments: (1) Review and Analysis of Petition and the Village Staff's Survey for a Sidewalk on Ridgewood with Attachment D and (2) Attachments A, B, C, E, F and G.

cc: Jeffrey D. Perrigo, civil engineer
Joe Caracci, Director of Public Works
Steve Jones, Village Manager
Bob Minix

JOHN AND LISA FEELEY, 321 RIDGEWOOD AVE. GLEN ELLYN, ILLINOIS

Review and Analysis of Petition and the Village Staff's Survey for a Sidewalk on Ridgewood

The Village of Glen Ellyn should not install a
sidewalk on Ridgewood Avenue

JOHN AND LISA FEELEY

9/13/2010

The Village board should reject the petition for a sidewalk given that installing a sidewalk would have a continuous negative impact on the privacy, security, and aesthetics to the Feeley's home located at 321 Ridgewood Avenue. The Petitioners have presented no reasoned basis in their petition for you to support a sidewalk. The alleged benefits of a sidewalk are greatly outweighed by the negative impacts a sidewalk would have to the Feeley's home. It is apparent that the sole reason petitioners seek a sidewalk is so that their children can ride a continuous loop around the Ridgewood block which certainly does not outweigh the negative impacts a sidewalk would have to the Feeley's home. If the Village decides to install a sidewalk at 321 Ridgewood, which it should not, the board should approve the Feeley's route and not the village staff's route proposals.

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I. Introduction

John and Lisa Feeley who reside at 321 Ridgewood Avenue in Glen Ellyn respectfully submit their Review and Analysis of Petition and the Village Staff's Survey for a Sidewalk on Ridgewood. Our home sits on the southeast corner of Ridgewood Avenue and Kenilworth. We bought our home in 1997. Lisa Feeley (Rath) was raised in Glen Ellyn and graduated from Glenbard West high school. We have two children who attend the local neighborhood public elementary school, Lincoln Elementary. We love our home and especially enjoy spending time in our yard and entertaining family and friends. In the spring and summer our daughter practices her softball pitching in the backyard while our son practices soccer. During the summer we enjoy gardening, grilling, playing wiffle ball and eating out on our patio. In the fall the kids love to play in the leaves and play catch with the football. We host many friends and relatives for various parties throughout the year. In the winter we even skate on our backyard ice rink. It goes without saying that we spend a lot of time in our yard and in our home.

A small group of individuals, eleven to be exact¹ (six of them made up by three sets of spouses) from only eight homes on the block), signed a petition (dated October 2009)² requesting the Village of Glen Ellyn to install a sidewalk where none currently exists. We learned of the petition on July 21st 2010 from the village engineer Jeff Perrigo. As we talked to neighbors who signed the petition, we quickly learned that neighbors were led to believe all the neighbors supported the petition.³ That simply was and is not the case. We are against the petitioners' sidewalk and a large majority of homeowners did not sign the petition for a sidewalk. We oppose the petition due to the negative impact it would have on our privacy, security and aesthetics of our home and yard. Subsequent to John Feeley

¹ While the attached petition (Attachment A) lists 14 individuals, representing 10 homes, supporting the sidewalk there are now only 11 individuals representing eight homes who support the proposed sidewalk petition. Subsequent to receiving notice of the petition for a sidewalk, John Feeley, the homeowner at 321 Ridgewood Ave. contacted all of the signees to the petition. Three of the original petitioners (Janet Kloss, Kenneth Kloss (350 Ridgewood) and Peter Cariola (336 Ridgewood)) after learning that a sidewalk was not wanted in front of our home indicated that they no longer supported the petition. Please see Attachment B with the signatures of these three individuals evidencing the fact that they no longer support the petition. Given that, there are now only 11 individuals representing eight homes who have signed a petition supporting the proposed sidewalk.

² The Petition is dated October 2009; however the petition circulators never presented the petition to the Feeleys. We were not aware the petition even existed until Mr. Jeffrey Perrigo, village engineer, came by our home on July 21st to inspect our lot. Lisa Feeley after talking to Mr. Perrigo then learned about the petition.

³ That representation was made despite the fact that (1) over two years ago one of the petitioners after making an inquiry to Mr. Feeley was told by Mr. Feeley he did not want a sidewalk in front of his home and (2) the petition sponsors never disclosed the petition to us.

informing Mr. Jeff Perrigo that previous supporters of the petition were withdrawing their support, the village staff circulated a survey regarding the sidewalk. While the survey picked up some new supporters for the sidewalk, a number of supporters dropped their support.⁴ The end result is the same, a small group of individuals wants to impose its will on the large majority of the Ridgewood block and impose severe negative impacts on us and our home.

If the Village board votes to install a sidewalk on Ridgewood Ave. in front of our home, which it should not, the village board should approve our route proposal (the "Feeley's route", Attachment C) given that it is the only route that addresses the negative impacts a sidewalk would have on our home and takes into account the recommendations of the village Forester.

II. Installing a sidewalk would have severe negative impact to our home at 321 Ridgewood Ave

We oppose the petitioners' sidewalk, which would run adjacent to our front, side and back yards. The petitioner's sidewalk would run a distance of approximately 169 feet in front of our home which faces Ridgewood Avenue and continue on for three more lots east of our home. Due to the extremely close proximity of the petitioners' sidewalk to our patio, back yard and inside living space, the petitioners' sidewalk would have a severe negative impact on our privacy, security and enjoyment of our home. The sidewalk would be on average only 19 feet from our family room/kitchen, living room, and children's 2nd floor bedrooms⁵ and just eleven feet from our patio. (See, Attachment D, various photos showing the extreme closeness of the sidewalk to our home and lilac bushes that provide privacy security and aesthetics for our home that would be destroyed by a sidewalk.) The uniqueness of the narrow lot width of our corner lot results in the sidewalk being extremely close to our home. That closeness to our home has an even greater impact given that ninety percent of our living space (dining room, living room, kitchen/family room, children's bedrooms and our bedroom) looks out on to or can be looked into from Ridgewood Ave. Only our bathrooms, a small den and small office/mudroom do not look

⁴ In addition to 350 and 336 Ridgewood not voting in favor of the sidewalk, 349 Ridgewood did not vote in favor of a sidewalk.

⁵ Our lot is different than most corner lots because it is only 50.0 feet wide. Our lot width size is much smaller than the standard R2 Residential District corner lot width of 80' (Glen Ellyn Code, 10-4-8:R2, par. 8(b)-Lot width-corner lot) and is much narrower than our neighbors to the north at the corner of Ridgewood and Kenilworth, which is approximately 60 plus feet wide.

out onto Ridgewood. Given the way our home is designed most of the time when we are in our home we are looking out at Ridgewood or can be seen from the outside from Ridgewood. While we enjoy talking to our neighbors, petitioners included, we have privacy expectations and a need for security in our home. The status quo of having no sidewalk allows us to have that privacy and security by providing a fifteen foot buffer for our home from the public⁶. That buffer has allowed us to not put up a fence but rather to keep our landscaping open and natural. If a sidewalk is installed we would lose that security and privacy buffer. In addition, if a sidewalk is installed under the villages standard route (See, Attachment E, red lines) very large, dense and tall plantings of lilac bushes would be destroyed contrary to the village Forester's report. In addition a lilac tree about ten years old would have its roots and branches cut by the installation of the sidewalk and another lilac bush which we planted would be destroyed. As a result the aesthetics of our home and yard would be negatively impacted by the petitioners' sidewalk. Given the negative impact a sidewalk would have on our privacy, security and aesthetic of our home, we respectfully request that you deny the petitioners' sidewalk.

III. If the Board votes to install a sidewalk, which it should not, the Feeley's route proposal should be approved by the Board

If the village board disagrees with our position, which it should not, and decides to install a sidewalk in front of our home then the only route which a sidewalk should follow is the route we propose as the Feeley's route. Our route reduces but does not eliminate the negative impact a sidewalk would have on our privacy, security and aesthetics to our home by pushing the sidewalk as far away from our home as possible but still allowing for some green space between the sidewalk and the street. The Feeley route also avoids the destruction of the lilac bushes on both sides of our driveway and places the sidewalk on the north side of the lilac tree consistent with the Village Forester's report which indicated the sidewalk should be a minimum three feet away from the trunk of the tree. (See, Attachment C). With adoption of our route we are only asking the village board to treat us like other homeowners have been treated in Glen Ellyn with landscape obstacles, privacy, security and aesthetics concerns. The amount of green space between the sidewalk and the street would be consistent with the home to the west of ours on Kenilworth (347 Lorraine). While we have not surveyed every lot and sidewalk in Glen Ellyn, our route is similar to sidewalks on the east side of Lenox between Oak and St. Charles, the west side of Kenilworth between Lorraine and Ridgewood, and the south side of Fairview between Main and Park Blvd. We are confident that you have seen examples of your own where

⁶ Most but not all individuals walking by our home use the sidewalk on the north side of Ridgewood.

accommodations clearly have been made for the unique facts and circumstances of homeowners to address the negative impacts of sidewalk where none previously existed.

IV. There is no reasoned basis to support the petition

There are significant flaws in the petitioner's petition for a proposed sidewalk. Due to those flaws there is no well reasoned basis to approve the petition. First the petitioners fail to consider as discussed in detail above, the proposed sidewalk's negative impact on our privacy, security and aesthetics to our home. The petitioners list the following as reasons for a sidewalk: (1) Improved pedestrian safety for walking to school and riding bikes around the block due to limited visibility, (2) contribute to foot traffic to make the community more livable and (3) extending the natural block. We disagree with petitioners' unsubstantiated claim that the proposed sidewalk would make the 300 Ridgewood block more livable and fail to see how such a sidewalk would promote additional foot traffic. Ridgewood in the 300 block is an enjoyable pleasant neighborhood and has been so over the last eight-five to ninety years without any sidewalk in the area proposed by the petitioners. All of the petitioners have lived in this neighborhood for a number of years and have remained in their homes and not sold their homes and moved to other homes even though there is no sidewalk in front of our home. As noted by the petitioners in their petition but quickly discounted, is the fact that there is an existing sidewalk on the north side of Ridgewood Avenue which petitioners, ourselves and numerous other neighbors and guests over the years have used for uncountable number of times to walk, run, and ride bikes throughout the Ridgewood neighborhood. That sidewalk on the north will continue to serve foot traffic into the future.

We disagree with petitioners' claim that there is limited visibility while crossing Ridgewood. We have backed our cars out of our driveway thousands of times without incident due to the clear visibility in the area. We have ridden our bikes numerous times crossing over from the south side to north side and vice versa without incident. We have walked to church and town for the last thirteen years without incident crossing over from one side of the street to the other without incident. There are no manmade or natural barriers impeding the visibility for drivers and walkers on Ridgewood. Unlike many streets in Glen Ellyn, Ridgewood between Kenilworth and Brandon is straight. It does not curve nor does it bend. In fact, there is a clear view from our house at Kenilworth all the way

down to Vine Street⁷ and beyond, a distance of almost two tenths of a mile. Ridgewood typically is a very quiet street with a low vehicle traffic volume which consists mainly of residents and their guests driving to and from their homes to school, work and places of interest. Ridgewood unlike Hill Ave to the south or Lorraine St. to the west is not used to travel across town from one end to the other given that the street is relatively short and only runs between Main Street on the east end and Kenilworth on the west end.

While petitioners claim safety as a basis for the sidewalk their own inaction with respect to other blocks in the immediate vicinity with no sidewalks undermines their safety argument. The petitioners have claimed the safety of their children traveling to and from school as a reason for the proposed sidewalk yet these same petitioners have not petitioned⁸ the village for sidewalks on the east side of Brandon between Ridgewood and Phillips (the east end of Ridgewood) and the west side of Glenwood between Phillips and Hillside. No sidewalks exist for these blocks yet they are walking routes to the local parochial school campus, St. Petronille, where the more than majority of petitioners' children attend school. Also, those routes are also walking routes to town but none of the petitioners have petitioned for sidewalks in those locations for safety sake. With regard to the two petitioner's who reside at 365 Ridgewood and whose children do not attend St. Petronille, their homes particular location in the Ridgewood-Brandon-Hill-Kenilworth block would make the shortest route to the Lincoln Elementary School a walk in the opposite direction from where they propose a sidewalk. A route which we have seen them take, when they are not driving their kids to school. With regard to the safety of the children at 333 Ridgewood they would take a path to Lincoln by heading west down Ridgewood past our home, however in response to the village's survey they no longer support a sidewalk in front of our home. Mr. Able of 333 Ridgewood indicates that he supports a sidewalk in front of his home, but he is not taking a position on a sidewalk in front of our home. Mr. Able did not see it as his position to determine the fate of our property given the intrusiveness a sidewalk would have on our home.⁹ The fact that he is no longer supporting a sidewalk in front of our home indicates that one is not needed in order for his children to walk safely to Lincoln school. The two other petitioners located at 349 Ridgewood and 373 Ridgewood to the best of our knowledge have no children

⁷ Vine Street intersects but does not cross Ridgewood. Distance was measured from the corner of Ridgewood and Kenilworth Ave to Vine Street.

⁸ On July 23 a request was made by John and Lisa Feeley to the Village of Glen Ellyn to produce any pending sidewalk petitions for: "(1) a sidewalk running down the east side of Brandon Avenue Ave. from Ridgewood Ave. to Hillside Ave. and (2) a sidewalk running down the west side of Glenwood from Phillips to Hillside. On August 18, 2010, the Village responded that "Glen Ellyn Public Works has no documentation of a formal pending request for the placement of sidewalk at either o the locations mentioned in your request." (Mr. Jeffrey Perrigo letter to John and Lisa Feeley, dated August 18, 2010, p.1)

⁹ Mark K. Able email to Jeff Perrigo, August 13, 2010, 11:21 a.m.

attending Lincoln Elementary School. Attachment F is provided to show the location of blocks in the area with no sidewalks on one side of the street that are walking distance from the petitioners' homes to the St. Petronille school campus and the downtown. Attachment F also shows the location of petitioners' homes on the Ridgewood block and those who did not sign the petition. (Print out from zoning map obtained from Glen Ellyn website www.glenellyn.org/Planning/Documents/Zoning%20map.pdf)

In addition to 333 Ridgewood, there are two other neighbors whose property would also be impacted by a sidewalk since none currently exists in front of their homes. However neither of those landowners signed the petition or voted for a sidewalk in front of our home. Mr. Feeley spoke with both neighbors and both indicated that they were neutral regarding a sidewalk. One of the neighbors (337) did respond to the survey indicating he was only in favor of a sidewalk in front of his home.

After analyzing the petitioners' previously stated reasons for the sidewalk, it is apparent that the petitioners' sole reason for wanting a sidewalk is so that their children can ride continuously around the seven tenths of a mile long block of Ridgewood-Brandon-Hill-Kenilworth. We also have young children who ride bikes, yet our children are enjoying their childhood riding their bikes in the neighborhood without a sidewalk in the proposed area to complete the continuous loop. With regard to the continuous bicycle loop, we discourage our children without supervision from riding around the block given that it requires the children to ride their bikes along the heavily travelled Hill Ave. side walk. Unlike the alleged short lived benefit of the children riding bikes on the "missing link", the negative impact on our home in terms of our privacy, security and aesthetics from a sidewalk will not dissipate and will continue forever into the future. It is that long term every day impact on our lives which compels us to speak out against the petitioners sidewalk.

Finally, a vote against the petition would be consistent with the over whelming majority of the Ridgewood residents who did not sign the petition. In total there are approximately sixty-one homes in the Kenilworth-Hill-Brandon-Ridgewood block and on the north side of Ridgewood between Kenilworth and Brandon. Of those sixty-one residents on the Ridgewood block who according to the petitioners need the missing link to ride their bikes around the block, only a small minority (less than 14%)¹⁰ are seeking your approval of the petition. If you want to just consider the north and south sides of Ridgewood between

¹⁰ Less than 14 percent of the lots support the petition (8/61 equals 13.11%).

Kenilworth and Brandon, seventy-one percents of the homes did not sign the petition.¹¹ We urge you to represent your constituents not the small minority who is pushing for this sidewalk.¹²

V. Response to the village's survey and route proposal

1. Village staff's survey results do not support a sidewalk

On July 27, 2010, Mr. Jeffrey Perrigo, village engineer issued information Letter No. 1, 2010 Sidewalk, Curb and Concrete Street Repair Program in which he indicates the village plans to install a sidewalk on the south side of Ridgewood as part of its 2010 sidewalk program. It is significant to note that not until nearly seven months had passed in 2010 did Mr. Perrigo see fit to issue his first letter regarding a program he indicates the village has every intention to complete in 2010. The obvious question is when were those landowners directly impacted by the sidewalk program going to be given notice of such a plan. Putting aside the lack of diligence in providing notice to landowners impacted by the sidewalk, Mr. Perrigo indicates that he "would like to provide everyone on the block of Ridgewood from Kenilworth to Brandon an opportunity to voice their position in the matter." (Information Letter No. 1) The survey asks resident to provide their name, address, phone, email and whether they are "in favor of the placement of sidewalk on Ridgewood" or whether they are "opposed to the placement of sidewalk on Ridgewood." While Mr. Perrigo did not tabulate the results of his survey, but based upon a review of the "ballots" and emails sent to Mr. Perrigo the results were as follows: (1) in addition to ourselves, two individuals voted against the sidewalk (350 Ridgewood); (2) voting in favor of the sidewalk was (a) 345, 357, 363, 365, 369, 373, 374, 378, and 382 all on Ridgewood, and (b) 348 Brandon; and (3) two homes were only in favor of a sidewalk in front of their home (333 and 337 Ridgewood). Significantly 333 and 337 did not vote in favor of a sidewalk in front of our home at 321 Ridgewood.

If you compare the petition to the village's survey, the village's survey picked up three homes at the far east end of the block on the north side of the street (374 and 382 Ridgewood and 348 Brandon), and 369 Ridgewood. Not responding to and therefore no longer supporting the sidewalk was 349 Ridgewood. As previously mentioned 333 an original petitioner no longer supports a sidewalk in front of our home at 321 Ridgewood.

¹¹ There are twenty eight homes on the south and north side of Ridgewood between Kenilworth and Brandon. Only eight lots signed in support of the petition (8/28 equals 28.57%).

¹² See, Attachment G, showing minority of lots in favor of sidewalk compared to lots not in favor of a sidewalk.

The village's survey pretty much the same as the petitioners' petition. Only ten homes support a sidewalk. However, three of the new supporters' homes are even closer to one of the previously mentioned blocks where there is no existing sidewalk. One of the homes is even directly across the street from where there is no sidewalk. Like the petitioners these homes have never petitioned for a sidewalk on the east side of Brandon between Ridgewood and Hillside. 369 Ridgewood makes the claim that she has to cross in the middle of the block because there is no sidewalk in front of our home, but she fails to mention that the sidewalk from Vine dead ends almost at the foot of her driveway. 360 Ridgewood further claims a sidewalk is needed for safety sake but just like the other petitioners, 369 Ridgewood has never petitioned for a sidewalk on Brandon between Ridgewood and Hillside. If 369 Ridgewood likes to walk in the neighborhood and into town as much as she claims, then one would think she would have petitioned for a sidewalk in the two blocks on Brandon given her claims of safety. This failure to petition for a sidewalk on Brandon from Ridgewood to Hillside undermines the safety argument resulting in there being no arguments that support a sidewalk in front of our home. With regard to those homeowners who responded to the survey and previously supported the petition the same arguments made against their petition apply to their vote in favor of a sidewalk in response to the survey.

As was the case with the petition, a board vote against a sidewalk would be consistent with the over whelming majority of the Ridgewood residents who did not vote in favor of a sidewalk. As previously mentioned there are approximately 61 lots in the Kenilworth-Hill-Brandon-Ridgewood block and on the North side of Ridgewood between Kenilworth and Brandon. Those residents allegedly would get a benefit of a complete sidewalk, but only a small minority (less than 17%)¹³ of those constituents voted in favor of a sidewalk. If you only want to consider the north and south sides of Ridgewood between Kenilworth and Brandon, sixty-four percent (almost two-thirds) of the homes did not vote in favor of a sidewalk.¹⁴ Again, we urge you to represent your constituents not the small minority who are pushing for a sidewalk.

2. The village's route proposals are unreasonable

a. The standard route does not address any of the concerns of 321 Ridgewood

¹³ Less than 17 percent of the lots support a sidewalk in front of 321 Ridgewood. (10/61 equals 16.39%).

¹⁴ There are twenty eight homes on the South and North side of Ridgewood between Kenilworth and Brandon. Only ten lots are in favor of the sidewalk according to the village's survey. (10/28 equals 35.71%).

According to Jeffrey Perrigo, absent village board approval of an alternative route, the standard route is the route depicted on Attachment E, red lines¹⁵. As previously discussed that route would result in the destruction of the large grow, dense lilac bushes on the west side of our driveway and the complete destruction of the lilac bush on the east side of the driveway. The route would fail to address our privacy, security, aesthetic concerns given that the sidewalk would be only twenty one feet away from our children's bedrooms, living room, family room, and kitchen. The dense lilac bushes that would be destroyed under the standard route provide screening to our yard and our bedrooms and first floor living space. The sidewalk built in the standard location would be only 11 feet from our patio. We would lose our fifteen foot buffer that gives us security and privacy. In addition placing the sidewalk on the south side of the lilac tree would be contradictory to the village foresters report which states the sidewalk should be a minimum 3 feet from the trunk of the lilac tree. In order for there to be at least three feet from the sidewalk to the trunk of the tree, the sidewalk would have to be placed on the north side (street side) of the lilac tree.. If the village went with the standard route, which it should not, clearly the village and Staff would be making no accommodations for our privacy, security and aesthetic concerns with the sidewalk.

b. The village staff's recommended route is unreasonable and disregards the recommendations of the village forester.

At the time of providing this report to you, we had not received Mr. Jeffrey Perrigo's report on the Ridgewood sidewalk. When Mr. Perrigo completes his report we request to have the opportunity to review that report and conduct some discovery on the report if necessary so that we can supplement this review and analysis as appropriate. Without that report our analysis of the village staff's route is as follows.

Lilac Tree

Discussions with Mr. Perrigo on August 30th lead us to guess that he objects to at least portions of the Feeley route. One portion of the Feeley route that Mr. Perrigo may in the end object to is having the sidewalk run on the north side of the lilac tree. Previous emails indicated that Mr. Perrigo was agreeable to running the sidewalk on the north side of the lilac tree. It was not until recently that Mr. Perrigo indicated that he objects to the placement of the sidewalk on the north side of the lilac tree. According to a Jeffrey Perrigo email on Monday July 26, 2010 @ 7:28 a.m. to John Feeley, he was willing to present an alternate route to the village board for their consideration and as is explained in a

¹⁵ In a July 29, 2010, 9:51 a.m. email to John Feeley, Jeffrey Perrigo stated in reference to his CAD drawing, that the red drawing "shows the layout that closely follows the Village's Standard for placement of sidewalk. ..." With regard to the green rote on the CAD drawing, Jeffrey Perrigo in a July 26, 2010, 7:28 a.m. email, stated the alternate route (i.e. the green route) that we discussed in the field would be offered to the Board for their consideration.

subsequent email of July 29, 2010@9:51 a.m. the alternate route “has the sidewalk wrap around the lilac tree on the north side.” However, Mr. Perrigo during a phone conversation with Mr. Feeley on August 30, 2010 now claims that (1) the green route was not his route (i.e. the route with the sidewalk on the north side) but rather was Mr. Feeley’s route and (2) that he can’t support having the sidewalk on the north side of the tree. If Mr. Perrigo cannot support the green route (i.e. sidewalk on the north side of the tree) then he would not have indicated in his July 26, 2010 email that the alternate route (i.e. the green route) would be offered to the board by the village staff for their consideration. If the green route was the Feeley’s route as Mr. Perrigo now claims, Mr. Perrigo in his email on July 29, 2010 would not have asked us to comment on our own route. It is clear that he wanted us to comment on his alternate route and send it back to him for his review. It’s illogical for Mr. Perrigo to now suggest that he was asking the Feeley’s to comment on their route. Mr. Perrigo’s emails show that a sidewalk can be constructed on the north side of the lilac tree and at one time the village staff endorsed such an alternate route. Mr. Perrigo for some unexplained reasons has switched his position. We are hopeful that Mr. Perrigo will recognize this and recommend to the board in his yet to be completed report that if there is going to be a sidewalk on Ridgewood, the sidewalk should run on the north side of the lilac tree not the south side.

Lilac bushes on east and west side of driveway

With regard to the large growth dense lilac bushes which provide privacy, security and aesthetics to our home, we expect that Mr. Perrigo will recommend a route that does not destroy the lilac bushes on both sides of our driveway. If Mr. Perrigo recommends a route that would result in the destruction of the lilac bushes, then he would be disregarding the village forester’s report. If Mr. Perrigo and the engineering department are allowed to completely disregard the village forester’s report, then what is the purpose of the forestry department? If the forestry department’s reports are completely ignored by the engineering department, then you should save the tax payers money and disband the forestry department. We are not suggesting that you do that, because we recognized the important role the forestry department plays in Glen Ellyn. We are confident that you will as well.

In order recognize the forestry department’s importance to the village we urge you to follow the village forester’s report and approve a route that does not destroy the lilac

bushes on both sides of our driveway and places the sidewalk on the north side of the lilac tree.¹⁶

VI. Conclusion

We oppose the installation of a sidewalk in front of our home at 321 Ridgewood due to the negative impact it would have to our privacy, security and aesthetics of our home and yard. We encourage you to not be swayed by the minority that wants a sidewalk so their kids can ride continuously around the block but rather to represent the majority who did not sign the petition and/or did not vote in favor of a sidewalk. While claims have been made that a sidewalk is needed for safety those claims are undermined and weakened by the fact that claimants have not petitioned nor has the village installed a sidewalk on the east side of Brandon between Ridgewood and Hillside. If you decide to install a sidewalk in front of our home, which you should not, then we request that you adopt the Feeley route as it is the only route which attempts to address the negative impacts a sidewalk would have on our home and is consistent with the village foresters report.

VII. Attachments

Attachment A Petitioners' petition*

Attachment B Petitioners who no longer support the petition*

Attachment C The Feeley's route*

Attachment D Various photos of 321 Ridgewood**

Attachment E The village staff's standard route and alternate route*

Attachment F Minority of lots supporting Petitioners' petition*

Attachment G Minority of lots supporting a sidewalk based upon village's survey*

*Included in a separate file from the Review and Analysis Report file.

**Included as part of the Review and Analysis Report file.

¹⁶ While the village forester's report which is an inter office memo to Jeffrey Perrigo, dated 8/13/10, indicates the sidewalk should run on the south side of the tree, the only way to place a four foot wide sidewalk in that area and stay a minimum three from the trunk is to put the sidewalk on the north side not the south side. The reason for that is the following. The lilac tree is located eight and one half foot in the fifteen foot wide public right-of-way. If the sidewalk runs on the south side of the lilac tree, with a minimum three foot distance between the tree and the sidewalk there would only be three and a half feet left to place a four foot wide sidewalk. However, if a sidewalk is placed on the north side of the tree, you can keep the sidewalk three feet from the tree, have a four foot wide sidewalk and have one and a half feet of green space between the sidewalk and the street.

Attachment D (Various Photos of 321 Ridgewood)



Photo taken (Ridgewood in the background) showing the extreme closeness of the standard route sidewalk or a sidewalk running on the south side of the lilac tree to the Feeley's home. (A)



Photo taken showing how close the sidewalk following the standard route or running on the south side of the lilac tree would be to the Feeley's backyard. Photo also shows the lilac bushes that would be destroyed by a sidewalk following the village's standard route. (B)



Photo taken showing how close a sidewalk would be to the Feeley's patio if the sidewalk follows either the standard route or runs on the south side of the lilac tree. (C)

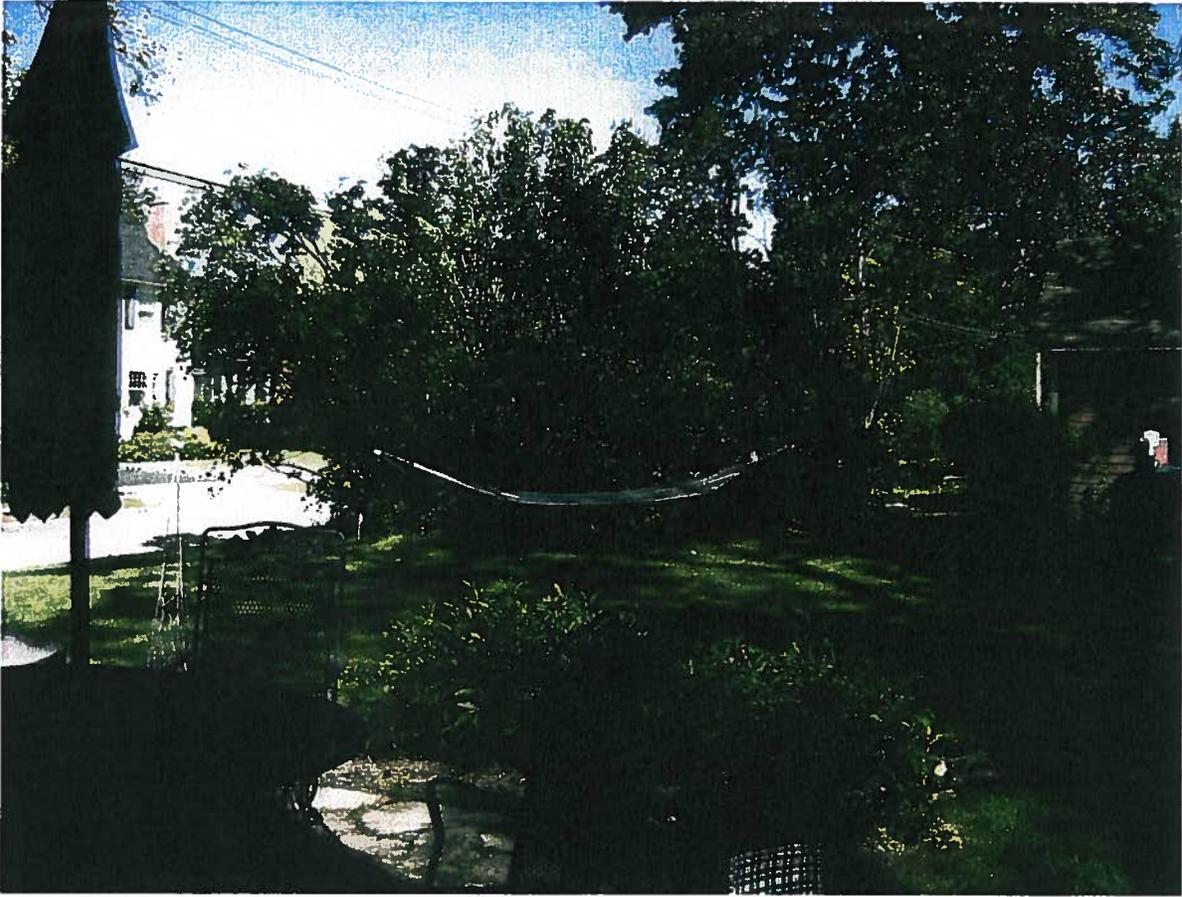
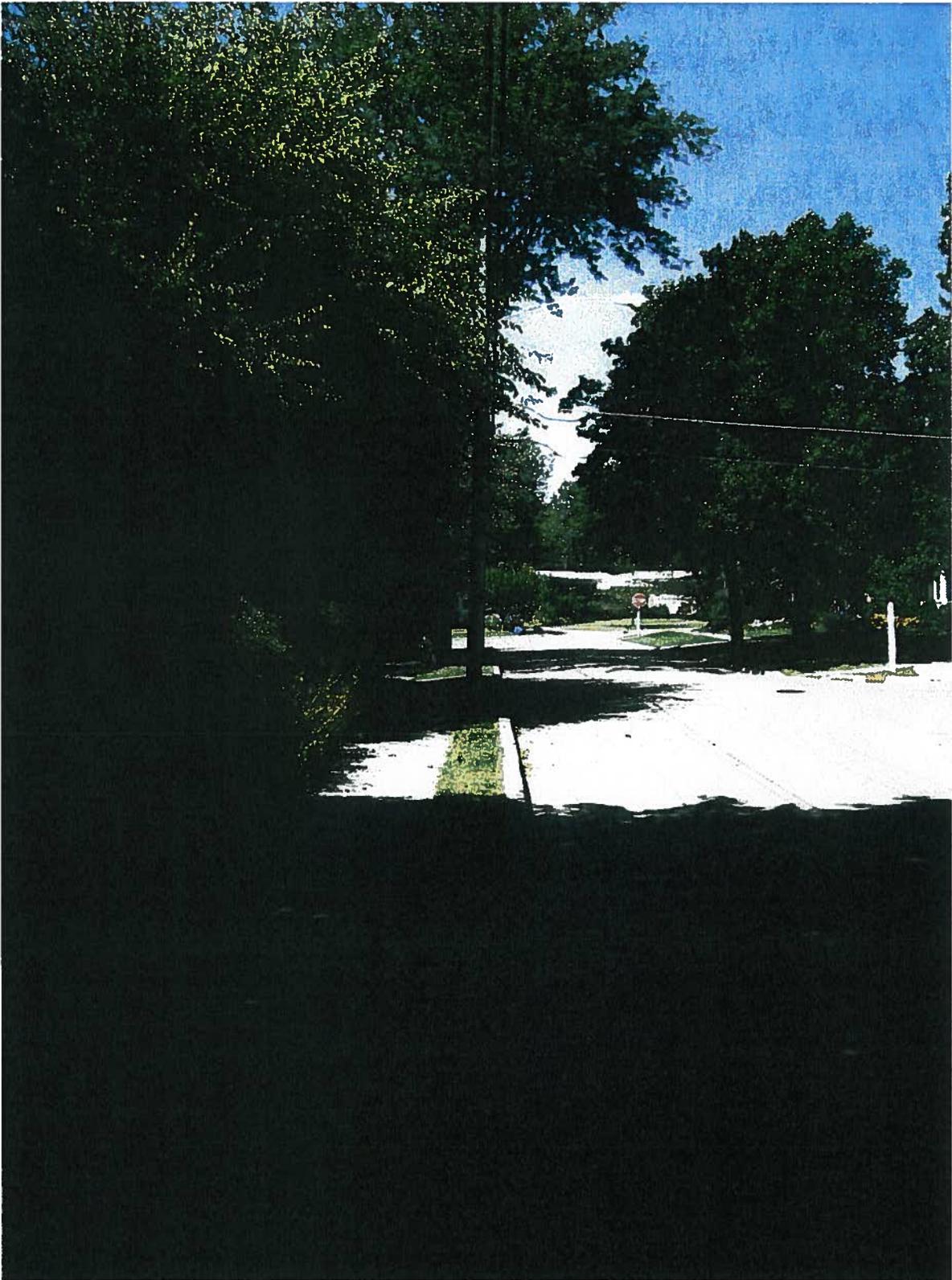


Photo taken showing the privacy screening provided by the dense lilac bushes to the Feeley's home and yard that would be destroyed by the village's standard sidewalk route. (D)



Photo taken showing lilac bushes that would be destroyed by running the sidewalk in the standard route. (E)



Home directly west of the Feeley's with parkway green space similar to the Feeley's route. (F)

ATTACHMENT A

Dated: October 2009

We, the undersigned, call on the Village of Glen Ellyn, the Glen Ellyn Public Works Department, and neighborhood residents to work together to connect the existing sidewalk at the intersection of Ridgewood Ave and Kenilworth Ave, completing a "missing link" between the existing sidewalks that do not meet.

The completed sidewalk will:

* Improve pedestrian safety by offering a safe alternative to those who are currently forced to cross Ridgewood Ave sometimes at limited visibility, to gain access to a sidewalk and crossing Ridgewood Ave again to continue on the south side of the street. This is especially true for school children walking to and from school and for those playing or riding bicycles on Ridgewood Ave, and for those walking or biking the block that is formed by Hill/Kenilworth/Ridgewood/Brandon.

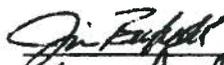
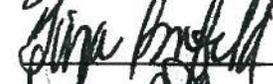
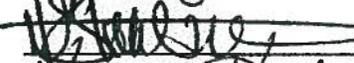
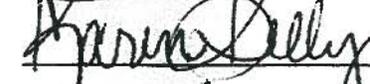
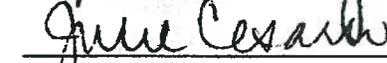
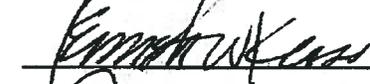
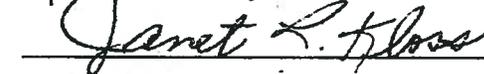
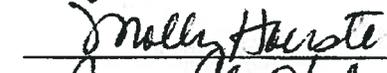
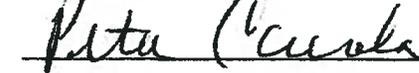
* Contribute to a more livable community by encouraging more foot traffic.

* Overall improve accessibility to the south side of Ridgewood Ave, extending the natural block that is Hill/Kenilworth/Ridgewood/Brandon.

SIGNATURE

PRINT NAME

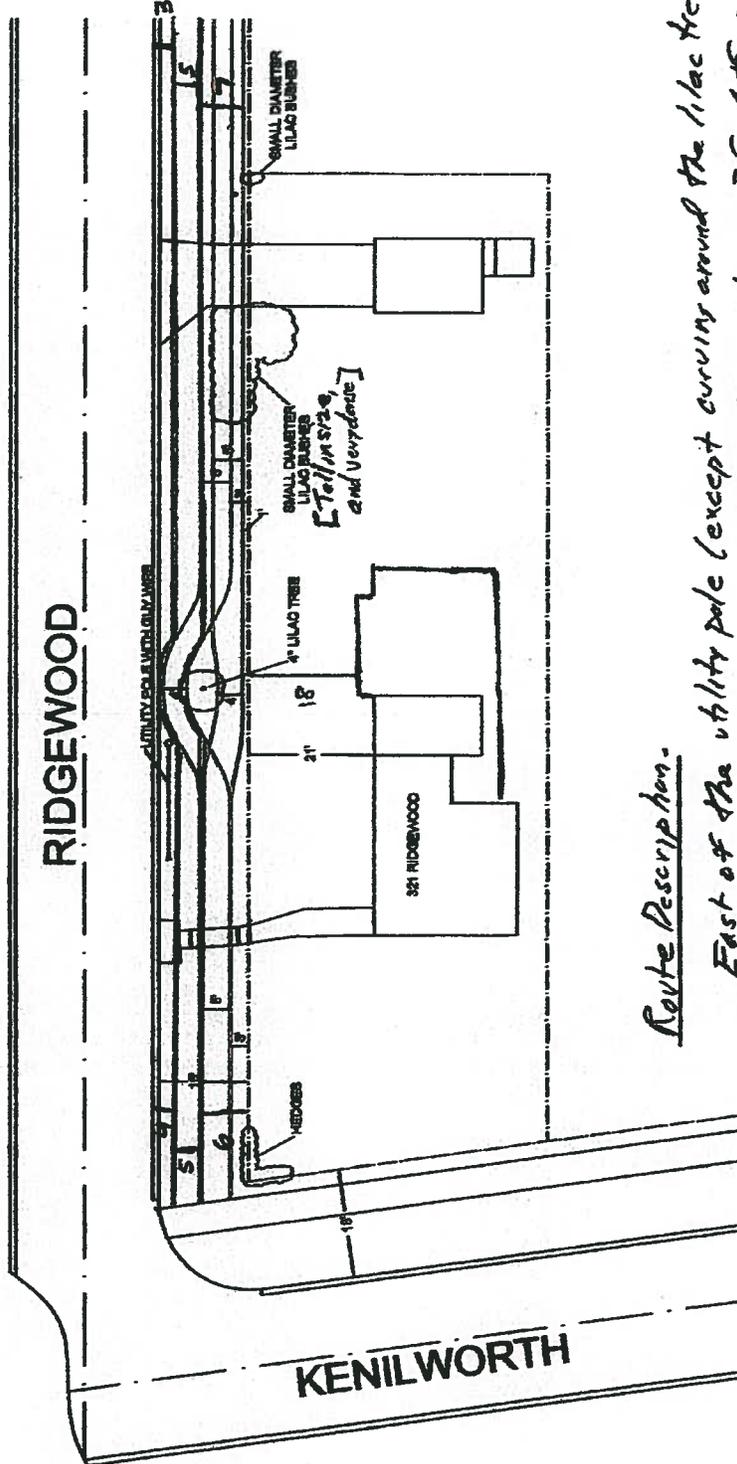
ADDRESS

	JIM BREFELD	365 RIDGEWOOD AVE
	TINA BREFELD	365 RIDGEWOOD AVE.
	Dolina Stevenson	363 Ridgewood
	Daniel Stevenson	363 Ridgewood
	Karen Kelly	349 Ridgewood
	Julie Cesarzo	357 Ridgewood
	William Cesarzo	357 Ridgewood
	KENNETH W KLOSS	350 Ridgewood
	JANET L. KLOSS	350 RIDGEWOOD
	Molly Hoerster	345 Ridgewood
	ANNA K. ABEL	333 Ridgewood
	Peter Cariola	336 R
	Shawn Baldwin	373 Ridgewood
	JOHN TOMSHACK	378 RIDGEWOOD

ATTACHMENT C (Feeley's Route)

Please note that suggested changes to village staff's route should not be interpreted to mean landowner do not still oppose performers' sidewalk.

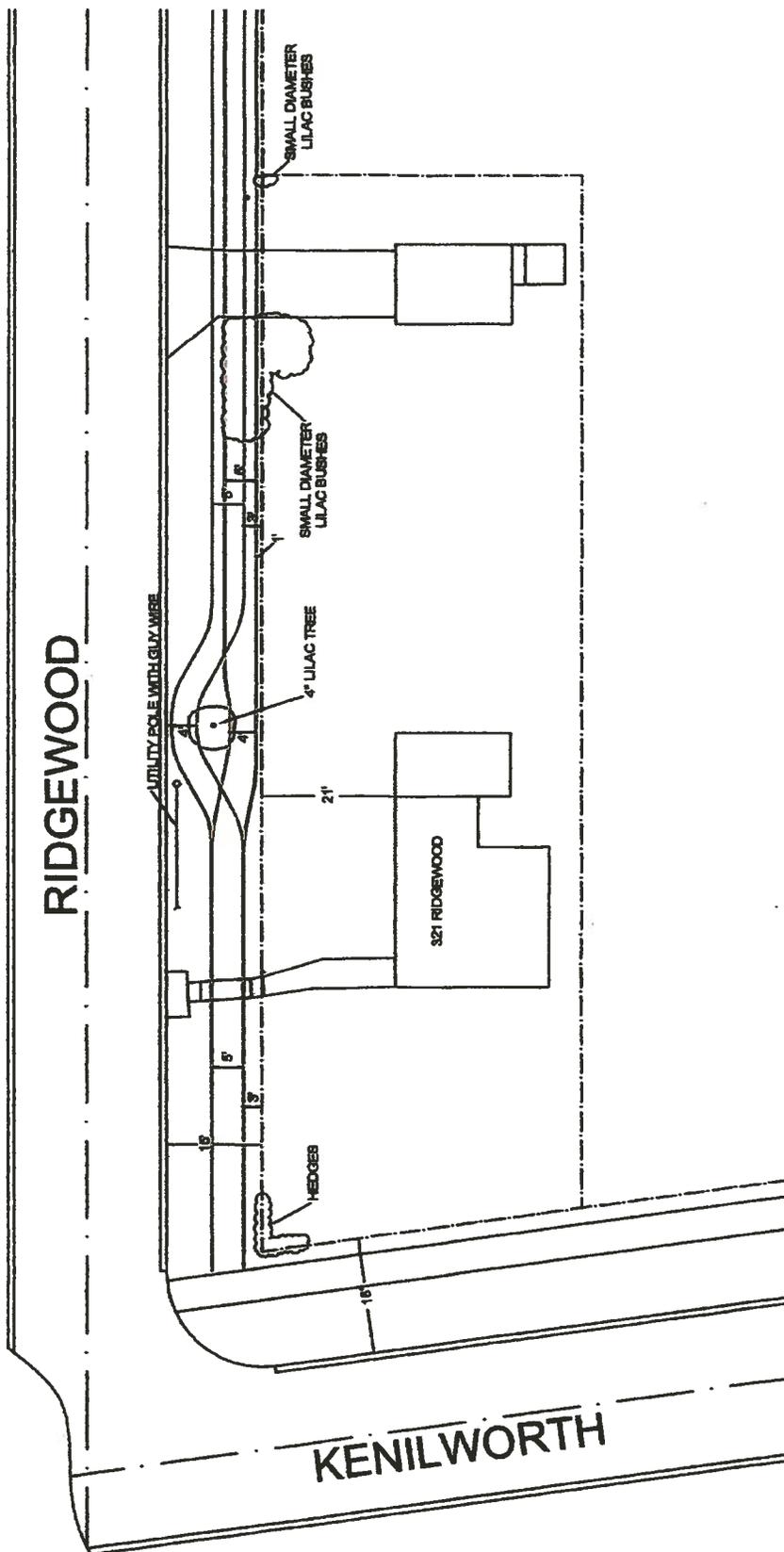
John and Lisa Feeley
321 Ridgewood Ave
8-29-10



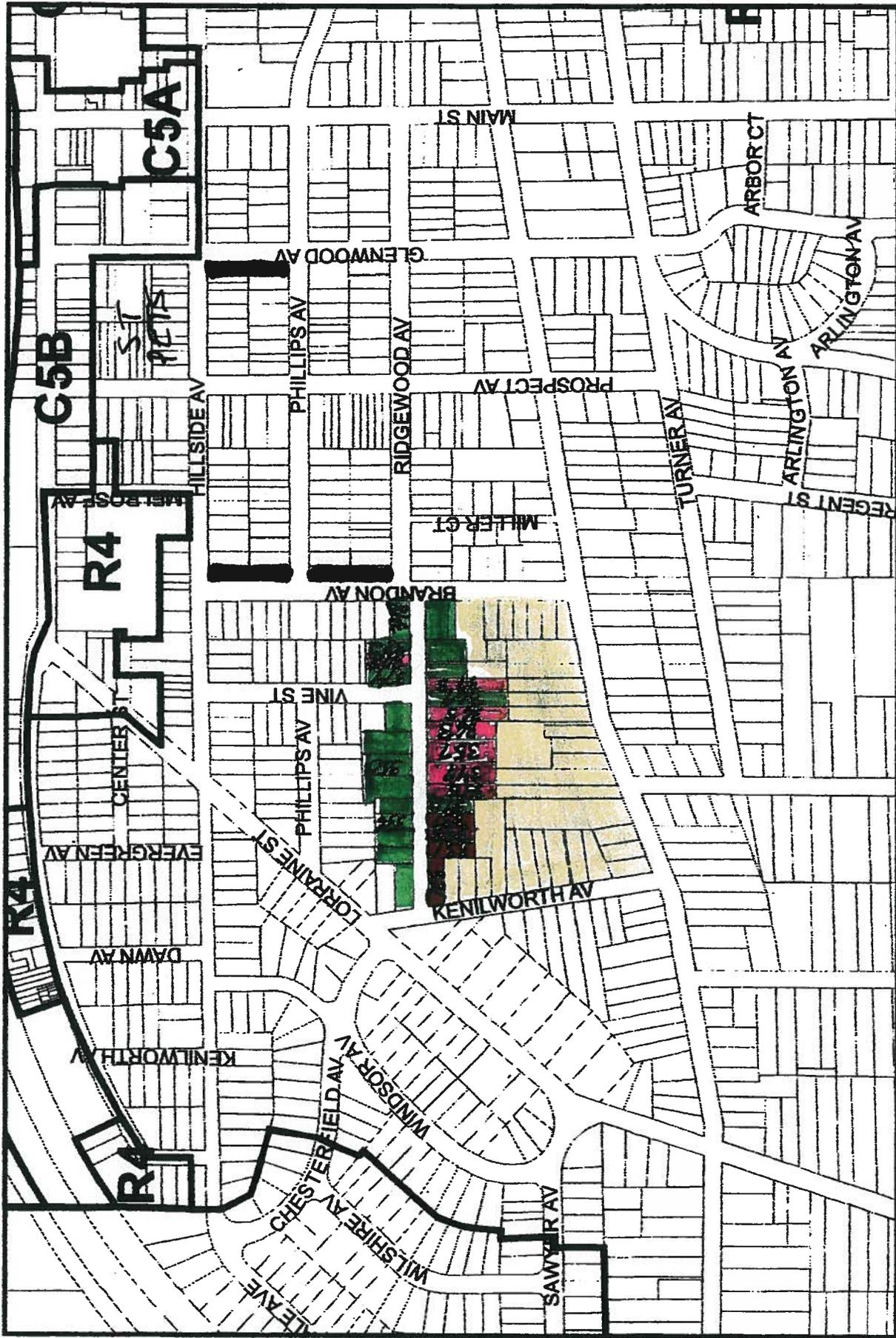
Route Description -

East of the utility pole (except curving around the lilac tree on the streetside) the north edge of the sidewalk is 3 feet from curb. It is one foot from the tree on the north side. West of the utility pole the north edge of the sidewalk is 4 feet from curb. Portion of my walkway and steps will need to be reconfigured and re-constructed.

ATTACHMENT E Village Staff's Standard route
and alternative route

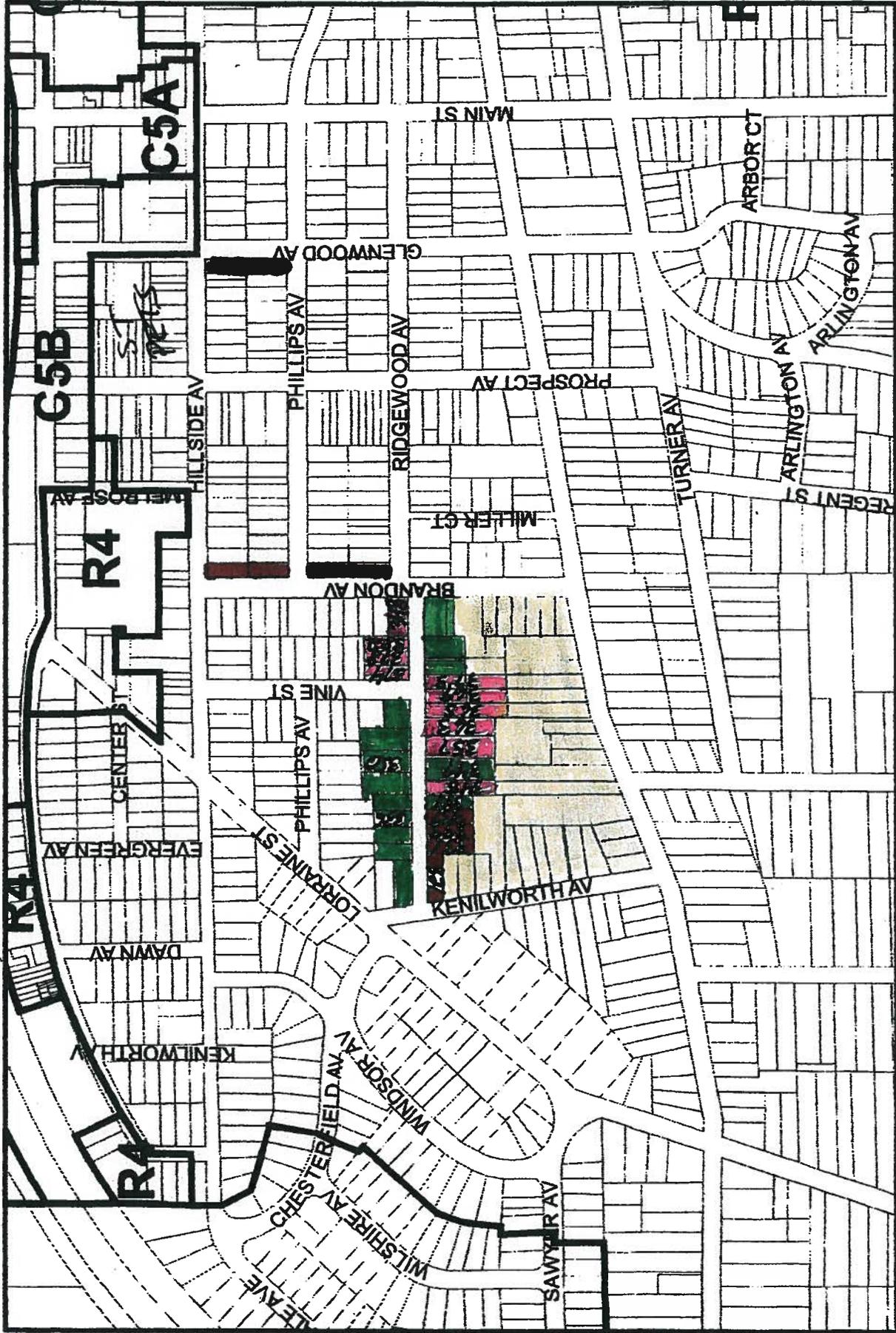


ATTACHMENT F (Minority of Lots Supporting Pedestrian)



- Signed petition for a sidewalk
- Did not sign petition
- No existing sidewalk
- Ridge wood block did not sign petition

ATTACHMENT 6 MINORITY OF LOTS SUPPORTING SIDEWALK
Based upon Village Survey



Voted for a sidewalk in front of 321
No existing sidewalk

Did not vote in favor of sidewalk
Ridge wood & block did not vote for sidewalk

MEMORANDUM

TO: Steve Jones, Village Manager
FROM: Staci Hulseberg, Director of Planning and Development
DATE: September 16, 2010
FOR: September 20, 2010 Village Board Workshop Meeting
SUBJECT: New Downtown Organization

Background: At the May 17 Village Board Workshop, we presented the Transitional Downtown Advisory Committee's (TDAC) recommendation for a new downtown organization. Shortly thereafter, the TDAC's recommendation was forwarded to 134 email addresses of downtown property and business owners to solicit comments. We received 8 responses which were included in the July 19 workshop packet. At the July 19 workshop meeting, the Village Board discussed the TDAC's proposal for the creation of a new downtown organization (DTO). At that time, we were requesting feedback on 6 questions from the Village Board.

In the Village Board discussion that followed, there were several areas of agreement. A large majority of the Board agreed with the recommendation to create a new independent organization solely focused on the downtown. A majority of the Board agreed that the new organization should serve as an ombudsman for downtown business and property owners and be responsible for marketing and promoting the downtown as well as coordinating downtown events. It was understood that larger community events such as the Taste of Glen Ellyn would continue to be the responsibility of the groups currently coordinating them. There was general consensus that business attraction and retention in the downtown should remain the responsibility of the EDC. The composition of the new organization's board was supported as recommended by the TDAC, and the process for the selection of the first board members was also determined to be appropriate. A number of the Board members were also supportive of the Village administering the grant programs and this issue will be further discussed during the upcoming budget process.

There was not clear direction regarding the proposed membership structure, budget, staffing and timing of the new organization.

Issues: As you are aware, the Downtown Alliance is set to dissolve on December 31, 2010. We have heard from many downtown business owners that they are highly discouraged with the lack of momentum regarding the formation of a new DTO. In order to ensure that there is no disruption to the events, marketing and other services currently provided by the Alliance, it is recommended that we move forward as soon as possible. The TDAC recommended establishment of the new organization by September of 2010 so that the new group can begin planning events and other initiatives for the 2011 calendar year (see TDAC Transition Plan attached). As was briefly discussed at the July 19th workshop, it would be possible to move forward with a transitional group immediately that would be responsible to finalize the details regarding the establishment of the official group in the near future.

Based on the feedback from the Village Board at the July 19 Village Board workshop, there is Village Board concurrence regarding the major elements of the new DTO including its function, purpose and Board composition. Therefore, at this time we believe there is sufficient direction for the establishment of a transitional organization. The TDAC report provides guidance for the new DTO's activities once it is created.

Recommendation: The team makes the following recommendations regarding the establishment of a transitional DTO.

- As suggested in the TDAC Transition Plan, the Village Board selects members to serve on the new DTO Board from the TDAC and DGEA to serve truncated terms of one or two years.
- The DTO governs the activities of the new organization.
- The new DTO selects its first employee. This could be a temporary employee with a one-year term or a contracted employee.
- The DTO provides equipment for, and direction to, the employee.
- The DTO manages their budget, finances, and strategic direction.
- The DTO could use office space in the Civic Center if necessary.
- The budget for the transitional DTO through April 30, 2011 consists of the \$46,200 approved in the Special Programs Fund, plus the \$13K EDC funding associated with marketing and promotions that will migrate to the new DTO. If they should seek membership fees, this would also be added to the mix.
- The fiscal year of the new DTO would be the same as the Village's.
- During the upcoming budget process, the Village Board would discuss the proposed 2011-2012 funding for the DTO. A funding scenario for consideration could be \$45K from the special programs fund, \$20K from DTO membership fees, and \$25K which is half of the downtown SSA.
- The goals and responsibilities of the organization would remain as outlined in the TDAC report (attached), with the exception that the responsibility for business attraction and retention will remain with the Economic Development Corporation as decided by the Village Board at the July 19 workshop meeting.
- The expected activities for the first 7 months of this transition organization would include:
 - Select a name for the new DTO
 - Establish appropriate insurance, bank accounts, and non-profit status
 - Prepare a job description for an executive director
 - Finalize the by-laws
 - Obtain a minimum of 75 members (if a paid membership is to be implemented)
 - Develop an Action Plan (using Batavia's as an example)
 - Modify the DGEA website to support the new DTO
 - Prepare a draft budget for consideration by the Village
 - Continue with marketing and events as previously handled by the DGEA

If the Village Board would like to move forward with a transition plan in short order, we could plan to have the new DTO Board identified and appointed in October and the DTO could appoint a short-term, full-time staff person shortly thereafter. The transitional organization would remain in place through the remainder of the fiscal year (7 months). At that time, the official organization

could begin with a fiscal year that matches the Village's and with funding as determined by the Village.

At the conclusion of the transition period, by April 30, 2011, the transitional DTO would provide a report to the Village Board including a description of the activities completed during the transition period and a refined explanation of the responsibilities, goals, and objectives for the new organization. This report should include a proposed action plan and budget for the new DTO and should propose steps for the permanent establishment of the DTO.

Village Board Action: It is requested that the Village Board provide any comments on the recommended transition plan for the DTO and authorize staff to proceed with the documentation to authorize the creation of that group.

Attachments: TDAC Transition Plan
TDAC DTO Proposal Goals and Responsibilities

Cc: Transitional Downtown Advisory Committee Members
Jon Batek, Finance Director
Michele Stegall, Village Planner
Janie Patch, Economic Development Corporation
Mike Formento and Georgia Koch, Chamber of Commerce
Janet Avila and Carol White, Downtown Glen Ellyn Alliance

**Supplemental Agenda Information
Village of Glen Ellyn**

Agenda item Supplemented by Commentary

- x Pros & Cons
- x Strategic Action Goal
- x Downtown Strategic Plan Goal
- x Budget Impact/Return on Investment
- x Process Improvement
 - Green Initiative
 - Communication Initiative
 - Safety/Liability/Risk Assessment
- x Comparable Community Info.
 - Other

Comments:

This item is a recommended action/process improvement of the Downtown Strategic Plan. Implementation of the Downtown Strategic Plan is also identified as Goal 6 of the Village Board's recently adopted strategic planning goals. Creation of a new downtown organization would be a step towards implementing the plan. It is also directly responsive to strategic planning Goal 11 which is to "Determine Downtown organizational structure that will provide accountability and results".

In preparing their recommendation the TDAC visited six communities in the Chicago land area including Batavia, Elmhurst, Geneva, Highland Park, LaGrange and Wheaton.

Adoption of the TDAC's proposal could have an impact on the Village budget with a return on investment in committing to the creation of a more healthy and vibrant downtown.

Pros of Moving Forward with a Transitional DTO:

- More timely implementation of the DTO and successful continuation of the Alliance's work.
- Accomplishes a great majority of the objectives in the downtown plan related to a new DTO.
- Allows the DTO to get up and running and finalize the details necessary for the establishment of the official organization.
- Allows the DTO to immediately hire a short-term, full-time staff person to work on the action plan, executive director job description, membership drive, paperwork for establishment, and coordination of events and marketing.

Cons of Moving Forward with a Transitional DTO:

- Does not address the Chamber of Commerce's concern about competition for membership fees in the downtown.
- Does not address some concerns that were voiced about adding another downtown organization to the Village.
- Delays formalizing the organization until May 1, 2011.

Transition Plan

Upon the establishment of a new downtown organization, the organization will undergo a period of transition in which it will establish itself, its offices and develop a work plan. The Transitional Downtown Advisory Committee has requested \$50,000 in start-up money in fiscal year 2011 order to undertake these activities. This document outlines several recommendations for this period of transition for the new organization.

Timeline

The Downtown Glen Ellyn Alliance is set to dissolve on December 31, 2010. Therefore, the new downtown organization board should be established by September 1, 2010. This would allow the new organization to start recruiting an Executive Director and begin planning events and promotions for the 2011 calendar year while limiting the disruption of services, events and promotions that have been the responsibility of the Alliance.

Board

Appointment: The proposed bylaws of the new organization state that the Board members shall be elected by the members of the organization. However because there will be no members yet, it is proposed that the first Board of the downtown organization be appointed by the Village Board with input from the Chamber of Commerce and the Economic Development Corporation.

The new organization would benefit by drawing on the experiences of the Transitional Downtown Advisory Committee and the Downtown Glen Ellyn Alliance, members of which have the necessary background and knowledge of both existing downtown events and activities and the plans and responsibilities of the new organization. Therefore, the first Board should include members of both of these organizations with consideration given to ensuring representation of downtown property owners, downtown business owners, and a downtown resident, as outlined in the proposed bylaws of the new organization.

Term: The terms of the first Board members should be staggered so as to begin elections in year two and allow stability of Board members for the first two years of the organization. Members of the first Board should draw at random assignment for one and two year terms so that by year 2 half of the Board would be elected. From the first election onward, the maximum term outlined in the adopted bylaws should apply. The first Board as appointed should elect among itself a President, Vice President, Secretary and a Treasurer.

Action Plan

The TDAC has recommended that each year the new organization adopt an annual action plan, outlining its top priorities for the year and connecting those to the development of its budget. The development of an action plan should be completed at the beginning of the first year as well for the year 2011. The Board should consider a strategic planning or team building process in order to ensure members build consensus on similar goals and interests in regards to the downtown and the new downtown organization, and that a more effective action plan is established.

Downtown Glen Ellyn Alliance

The Downtown Glen Ellyn Alliance has worked over the past several years to build relationships with downtown business owners and has developed many successful downtown events and promotions. Efforts should be made between the Alliance and the new Downtown Organization to create a smooth transition for downtown Glen Ellyn stakeholders. Therefore, it is recommended that the remaining

resources of the Alliance transition to the new organization, which may include funds, mailing lists, websites, and other materials. While the new organization will need to develop its own brand and identity to reflect its new roles and responsibilities, maintaining Alliance materials until such a brand is effectively established is anticipated to help smooth the transition between the two organizations.

Furthermore, the Alliance members have knowledge of the events and promotions it has developed and what has made these events successful. It is encouraged that the new organization continue many of these events, with assistance from Alliance members who transition to the new organization.

Economic Development Corporation

The TDAC also recommends that business recruitment and retention activities for the downtown remain with the EDC for the first year, transitioning to the new organization after the hiring of an executive director. This will allow the EDC and the downtown organization to not only determine how best to coordinate and cooperate on business recruitment and retention activities, but also ensure continued levels of services for the community. The TDAC recommends that the transition of these responsibilities occur no later than January 1, 2012. To ensure that this deadline is met and that a smooth transition occurs, both organizations will need to actively work toward this goal during the first year of the organization. It is further suggested that the EDC and new downtown organization coordinate the transition of marketing and promotion efforts for the downtown to ensure that there is no gap in the provision of these services.

Establishment of the Organization

The new downtown organization will have a number of responsibilities to undertake upon establishment by the Village Board. Below is a list of top priorities and recommendations, though the new board may determine how and in what order to undertake these activities.

Founding the Organization: The organization must first discuss and approve documents that will govern how the organization functions. This process should include the development of a name and brand, approval of bylaws and membership details. The TDAC has proposed a set of draft bylaws for consideration by the new organization (see appendix).

Executive Director: The TDAC recommends that the new organization hire a full-time executive director to oversee its daily operations. The executive director should have experience with downtown organizations, and have the capabilities to not only work to better establish the organization but also to take on the responsibilities recommended by the TDAC, such as marketing/promotions, business recruitment and retention, and downtown events.

The TDAC recommends that the executive director be able to work with the Board to complete or make substantial progress toward the following priorities in the first 18 months of employment:

1. Build effective relationships with downtown business owners, downtown property owners, downtown residents, the Village, the Glen Ellyn Chamber of Commerce, the EDC and other relevant groups within the community.
2. Work with the Board to develop an annual action plan and implementation strategies for the top priorities defined in the plan.
3. Identify any unaddressed needs of downtown stakeholders and determine whether those needs would be appropriately addressed by the downtown organization.
4. Establish offices and acquire the necessary supplies and resources to support the organization.

5. Review downtown events, ensuring they meet the needs and wants of the downtown. Work to propose and develop additional events as needed or eliminate events if they are not beneficial to the overall downtown.
6. Work with the EDC to transition downtown business recruitment activities to the new organization and establish ways for the two organizations to work cooperatively to ensure effective business attraction, regardless of business district preference.
7. Become a central ombudsman for downtown business and property owner needs.
8. Develop job descriptions and hire part-time staff for the organization.
9. Recruit members to the organization and develop opportunities for involvement.
10. Achieve targets for membership, funding levels and sources of funds as set by the Board.

Establishment of Offices: In the first year, the new organization Board and Executive Director should work to find office space, purchase necessary equipment, insurance, and file other legal documents to establish itself as an operating not-for-profit organization. The new organization may find it necessary to seek the assistance of an attorney for some of these items. In order to assist the new organization in getting established, it is recommended that the Village Board allow the organization to initially establish its office in the Civic Center rent free. The organization is also encouraged to solicit donations of furniture and equipment.

Membership: The organization will need to recruit downtown property owners, business owners and other interested individuals for membership in the organization. Recruitment of new members will help to more clearly determine the needs of the organization, and to establish a funding source for the operation of the organization. It is recommended that as much face-to-face recruitment of members as possible take place in order for the Board members and Executive Director to be able to explain the purpose of the new organization, the benefits to potential members and to begin developing relationships on an individual level.

Downtown Organization Proposal

Based on its research and discussion, the TDAC is proposing the creation of a new downtown organization that would act as a central resource and advocate for downtown business and property owners. The organization should be a not-for-profit corporation.

Goals

In order to encourage and facilitate the growth and success of Glen Ellyn's Central Business District, the TDAC proposes the establishment of a new independent downtown organization to serve the business and property owners in downtown Glen Ellyn, as well as residents of the community at large.

The goals of the organization should include:

- To build relationships and networks with downtown businesses and property owners.
- To promote downtown as a destination for shopping, dining, and entertainment.
- To promote downtown as a desirable location for businesses.
- To be a strong advocate for downtown businesses.
- To focus on business retention by partnering and working with retailers.
- To focus on business attraction and ensure a desirable and viable mix of businesses in the downtown.
- To promote downtown living to support businesses and add to the vibrancy and vitality of the downtown.
- To cooperate with other groups that provide educational seminars and networking events for business and property owners.

Responsibilities

Accomplishing the above-listed goals will require the new downtown organization to take on a number of responsibilities. For the purposes of planning, the goals and responsibilities can be placed into four categories: Marketing/Promotion, Business Recruitment and Retention; Downtown Events and Administrative Responsibilities. These broad categories were also used for budget development and job descriptions. Examples of responsibilities the downtown organization should engage in include:

- Downtown events*
 - Planning and coordination of events focused on downtown businesses
- Marketing and Promotion
 - Downtown organization branding
 - May include things such as banners, e-news, a business directory, a website, and cooperative advertising
- Business attraction and retention
 - May include new business welcome packets and business visits
 - Continue efforts to develop coordinated shopping hours
 - Developing contacts with desired businesses and distributing recruitment materials
 - Serve as an ombudsman for downtown business and property owners
- Administrative Responsibilities
 - Routine meetings with other organizations, including the Village, Chamber and EDC
 - Development of an annual action plan
 - Development/infrastructure input

*Existing Community Events in the downtown would remain the responsibility of the groups currently responsible for them, though it is anticipated the downtown organization would be involved.