

Draft  
03/09/11

**Agenda**  
**Glen Ellyn Village Board of Trustees**  
**Monday, March 14, 2011**  
**8:00 p.m. – Galligan Board Room**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Village Recognition:
  - A. Facilities Supervisor Harold Kolze and Custodian Gary Kostal received a complimentary letter from the American Association of University Women for their helpfulness and support of the AAUW events held at the Civic Center.
  - B. Community Service Officer Rose Volpe was recognized by the Police Department for assisting at the recent Chicago Auto Show, serving as a safety seat technician.
  - C. The Village Board and Management Team congratulates the following employees who recently celebrated an anniversary as a Village employee:

Phillip Dziewior	Glenbard Wastewater	Ten Years
Alan Robertson	Glenbard Wastewater	Ten Years

5. Audience Participation
6. Consent Agenda (Pages 3 – 33)

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

- A. Village Board Meeting Minutes:
  1. February 28, 2011 Board Workshop
  2. February 28, 2011 Regular Meeting
- B. Total Expenditures (Payroll and Vouchers) - \$1,657,260.64.

The vouchers have been reviewed by Trustee Comerford prior to this meeting.
- C. Motion to designate Trustee Cooper as Village President Pro Tem for the four-month period from May through August 2011.
- D. Motion to retroactively approve the Transitional Downtown Organization's Shopper's Secret Stash Bash event that occurred in the Central Business District on Friday and Saturday, March 11 and 12, 2011. *(Assistant to the Village Manager Schrader)*

- E. Motion to approve the purchase of software in the not-to-exceed amount of \$30,000 from Dacra, Inc. to assist in the administration of a Local Adjudication System. (*Police Chief Norton*)
  - F. Ordinance No. 5922-VC, an Ordinance to Amend Section 9-5-12 (Schedule L; Left Hand Turn Prohibited) of the Village Code of the Village of Glen Ellyn, Illinois regarding Traffic Control at St. Charles Road and Stacy Court. (*Police Chief Norton*)
  - G. Motion to approve the purchase of eight Panasonic CF-31 Toughbook mobile data computers and related docking/mounting hardware at a cost of \$50,100 from CDS Office Technologies. (*Police Chief Norton*)
  - H. Motion to waive competitive bidding and amend the previously accepted quote from Phase 1 Excavation for the property at 825 N. Main Street to add the demolition of the property at 553 Geneva Road at a total cost not to exceed \$29,750 for both properties. (*Planning and Development Director Hulseberg*)
  - I. Motion to approve two license agreements to allow tables and chairs in the public right-of-way for Einstein Bros. Bagels at 443 N. Main Street, and to allow a hot dog cart for Heaven-Lee Hot Dogs at 461 N. Main Street. (*Planning and Development Director Hulseberg*)
7. Ordinance No. 5923, an Ordinance Designating the Property at 671 Prairie Avenue as a Glen Ellyn Landmark. (*Trustee Ladesic*) (**Pages 34 – 57**)
- Historic Preservation Commission Staff Liaison Andrew Letson will provide information regarding the Commission's recommendation to designate 671 Prairie Avenue as a Glen Ellyn landmark. At their meeting on February 24, 2011, the Historic Preservation Commission conducted a public hearing and voted 8-0 to recommend the Village Board approve the request as the house has significant historical value and would add to the historical character of the Village if made a Landmark.
8. Reminders:
- A Special Village Board Budget Workshop is scheduled for Monday, March 21 beginning at 6:00 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.
  - The next Regular Village Board Meeting is scheduled for Monday, March 28, 2011 with the Workshop beginning at 7 p.m. and the Regular Board Meeting beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.
9. Other Business?
10. Adjournment
11. Press Conference

**Minutes  
Regular Village Board Workshop  
Glen Ellyn Village Board of Trustees  
February 28, 2011**

A-6A,

Time of Meeting: 7:00 p.m.

Present: President Pfefferman; Trustees Henninger, Cooper, Comerford, Ladesic, and Thorsell; Village Attorney Diamond; Village Clerk Connors.  
Staff present: Interim Village Manager Burghard, Schrader, Hulseberg, Noller, Deputy Police Chief Holmer, Planner Stegall.

**1. Call to Order**

President Pfefferman called the Board Workshop to order at 7:00 p.m. with a roll call. Trustees Cooper, Henninger, Comerford, Thorsell, and Ladesic responded "Here." Trustee Hartweg was excused.

**2. Economic Development Discussion**

President Pfefferman presented a detailed background of the Village's involvement in the economic development beginning in May 2009, through 2010, and concluding in 2011 with the Village Board's decision that the Village Manager and Finance Director have experience in economic development. The Village is completing a border agreement with the Village of Lombard that includes the annexation of some non-residential property.

Interim Village Manager Burghard explained he was charged with presenting the Village Board with a balanced budget. That means that there is not adequate resources for each group's request. He gave a brief positive description of the Village. He noted that in the past 10-12 years, the Village has spent more than \$2 million on economic development by having many objectives and trying to go in many directions at the same time. In order to determine the Village Board's focus, a list of economic funding priorities has been presented to the Board. He is planning to meet with the Planning & Development Department and make funding suggestions based on the results of the ranking of the items on the list. Staci Hulseberg will explain.

Planning and Development Director Hulseberg requested that members of the Village Board, using the list that was distributed to them, indicate their top 15 economic development funding priorities. and return the list to her this evening. The list included items that would require some funding and is the next logical step. She and Mr. Burghard answered questions from the Village Board concerning the list and economic

funding throughout the Village in general. She explained that the funding priorities from the Village Board will provide the feedback needed so that Mr. Burghard can know how much money to allot in the FY11/12 budget for economic development. The total will be ready for the budget workshop on March 7, 2011.

**3. Other Items?**

President Pfefferman expressed the Village Board's appreciation to all the organizations who worked so hard preparing information and wished to thank everyone for their time and effort.

**4. Adjournment**

At 7:55p.m., Trustee Henninger moved, seconded by Trustee Comerford to adjourn the Workshop meeting and reconvene for the Regular Village Board Meeting in the Galligan Board Room. All present voted "Aye." Meeting adjourned.

Submitted by:

Suzanne R. Connors,  
Village Clerk

**Minutes**  
**Regular Meeting**  
**Glen Ellyn Village Board of Trustees**  
**February 28, 2011**

A-6A<sub>2</sub>

**Call to Order**

Village President Pfefferman called the meeting to order at 8:05 p.m.

**Roll Call**

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

**Pledge of Allegiance**

The Pledge of Allegiance was led by the five-year-old class from Diamante Montessori School. The students each gave their names and ages. One of their teachers spoke about the students and their curriculum.

**Village Recognition**

- a. The Village accepted the resignation of Brad Rosley from the Recreation Commission and thanked him for his service to the Village.
- b. The Village received many notes of appreciation from seventh-grade students at Glen Crest Middle School. The notes expressed gratitude to employees in various Village departments that make daily living less complicated for these student residents.
- c. A Derby Glen resident wrote complimenting Assistant Public Works Director Dave Buckley for his professionalism and prompt response to a mailbox issue.
- d. East Road residents wrote to Public Works thanking the Blizzard 2011 snow crew whose snow-removal efforts made running errands in the Central Business District trouble free.
- e. An Elm Street resident wrote to Public Works complimenting Customer Service Representative Joe Rein for the work he performed on frozen pipes at their home. Mr. Rein also explained how to prevent the problem in the future.
- f. A local elementary school Den Leader sent an email thanking Community Service Officer Jeffrey Priest for the Glen Ellyn Police Department tour he gave ten Tiger Cubs and several parents. He thanked CSO Priest for keeping the boys engaged and explaining to them the importance of the Police Department to our community.

- g. Police Officer Tom Staples received a note from two scout leaders thanking him for the Police Department tour he gave their Cub Scouts in December.
- h. Police Department Records Clerk Nadine Giagnorio received two letters from grateful residents. One, thanking her for her kindness, and a second letter thanking her for the concern she showed the residents' daughter during the blizzard.
- i. A Glen Ellyn resident sent a letter complimenting Police Officer Kyle Duffie for the professional manner in which he handled a minor traffic accident that involved a visiting relative.

### **Audience Participation**

- a. Wes Lujan, Director of Public Affairs from Union Pacific, and Demetri Skoufis, Metra's Community Affairs Department, presented information regarding safety enhancements to the UP West Line in Glen Ellyn which go into effect on March 1, 2011. They presented a short video regarding a new warning system to alert anyone near the railroad tracks that a second train is approaching. Workshops are scheduled at various locations in Glen Ellyn. The video is available at metraupwest.com. New cross-over triple tracks are being installed near Elmhurst and West Chicago/Geneva. This will allow trains to change tracks to reduce standing trains waiting for a track ahead to clear so it can proceed to the yard. The gentlemen answered questions from the Village Board.  
Resident Joe Wark asked about reduction of parking trains east of Glen Ellyn.  
Resident Eric Peterson thanked them for the information but was unhappy about the number of freight trains during rush hour and was concerned about a possible increase in freight traffic.

### **Consent Agenda**

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

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

- a. **Minutes** of the following Village Board Meetings:
  - Workshop Meetings
  - February 14, 2011
  - February 21, 2011
  
  - Regular Meeting
  - February 14, 2011

- b. Total **Expenditures** (Payroll and Vouchers) - \$1,160,068.84.  
The vouchers were reviewed by Trustee Henninger prior to the meeting.
- c. **Ordinance No. 5920-VC**, an Ordinance to Amend the Liquor Control Code Chapter 19 of Title 3, Section 12 (Restriction on Number of Licenses) of the Village Code of Glen Ellyn, Illinois to Increase the Number of Permitted Class B-1 Liquor Licenses.
- d. Continue consideration of a **boundary line agreement with the Village of Lombard** until the March 14, 2011 Village Board Meeting.
- e. Recommendation of Village President Pfefferman that Paul Temcio be **appointed to the Environmental Commission** through December 31, 2011.
- f. Authorize payment to Water Resources, Inc., of Elgin, Illinois for material costs associated with **water meter and associated water service line** parts in the amount of \$11,248, to be expensed to the FY11 Water Fund.
- g. Increase the value of the contract with Marcott Enterprises, Inc., of Villa Park for **snow hauling services** from \$20,000 to \$40,000 to accommodate additional expenses directly related to the blizzard of early February 2011, to be expensed to the FY11 General Fund (143200-521060).
- h. **Executive session minutes** which are not ready to be released:
 

July 26, 2010	August 9, 2010	August 16, 2010
August 23, 2010	September 13, 2010	September 27, 2010
October 11, 2010	October 25, 2010	November 8, 2010
November 15, 2010	December 6, 2010	December 13, 2010

Upon roll call on the Consent Agenda, Trustees Henninger, Comerford, Cooper, Ladesic and Thorsell voted "Aye". Motion carried.

### Third Quarter Financial Report

Interim Finance Director Larry Noller presented the 3<sup>rd</sup> Quarter Financial Report which covers the period from 5/1/2010 to 1/31/2011. The report was provided to the Village Board and staff and is available on the Village's website. He focused on the General Fund noting that the financial situation is better than last year. The 3<sup>rd</sup> quarter surplus at the end of January 2011 was approximately \$625,000. This fiscal year is the first full year for the collection of the home rule sales tax, ambulance service, and the SSA to help pay for fire service – all new revenue sources. He reported that sales tax is up 5% from last year and that does not include the Home Rule sales tax; income tax is down 2% from 2010; building permits have increased from last year, but interest income is still very low for the 3<sup>rd</sup> year. Home rule sales tax at \$1.5 million is 2% below budget. Mr. Noller concluded that revenue was about 1% over budget; overall expenses were 2% below budget and cash reserves were almost 25% of the operating budget. He gave a short

synopsis of some other funds which will be reported in detail during the budget discussions in coming weeks. The calendar for the budget process prior to the adoption of the FY11/12 budget in April was announced. The draft budget was available at the Library, Clerk's Office and will be on the Village website within a few days.

### **Ethics Resolution and Ethics Ordinance – Second and Final Reading**

- a. Trustee Henninger moved and Trustee Comerford seconded the motion that **Resolution No 11-06** be passed on second reading, a Resolution Establishing the General Policy of the Village of Glen Ellyn Regarding the Ethics Standards Expected from its Civil Servants.

Attorney Diamond introduced the topic and gave the general outline of the two documents related to ethics standards in the Village of Glen Ellyn. The Resolution is a general statement of policy. A few minor changes in wording were made some of which were of typographical nature and some were changes so as not to infringe on wording used by other organizations. The changes in the ordinance included changes relating to interaction among civil servants in Section 1-12-9 which has been removed since it was a statement of general policy. The general penalty has been changed to not more than \$750. The ordinance was changed to reflect when the ordinance would take effect. It has been agreed that the ordinance should be reviewed in eight months to see that it is working as intended.

Jack Harris, 520 Longfellow, spoke in favor of the documents.

Sally Morris spoke from the floor asking how the Village Board settled on the \$750 maximum fine. It was explained that the amount is the standard non-Home Rule communities.

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

- b. Trustee Henninger moved and Trustee Thorsell seconded the motion that **Ordinance No. 5921-VC** be passed on second reading, an Ordinance Establishing Standards for Ethical Conduct by Civil Servants Providing for a Process to Review and Act Upon Alleged Violations and Adding Chapter 12 to Title 1, of the Glen Ellyn Village Code.

President Pfefferman read Trustee Hartweg's e-mail in favor of the ordinance. Trustees Thorsell, Henninger, Cooper, and Comerford spoke in favor of the ordinance. Trustee Ladesic spoke against an ordinance and in favor of a formal policy.

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

President Pfefferman thanked the community, Village employees, commissioners and the Village Trustees for making the Ethics Ordinance much better. He continued to address all who called, wrote, or appeared in person, in favor or in opposition, a

sincere thank you to everyone. To those who read it line-by-line and submitted suggestions, it was deeply appreciated. To all who participated, President Pfefferman said he wanted you to know you led by example, did the right thing, and tried to make the Village of Glen Ellyn a better place. It was a lot to ask and he thanked you.

### **Reminders**

- A Special Village Board Budget Workshop is scheduled for Monday, March 7, 2011 beginning at 6:00 p.m. in the Galligan Board Room.
- The next Regular Village Board Meeting is scheduled for Monday, March 14, 2011 with a Workshop beginning at 7 p.m. and the Regular Board Meeting beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

### **Other Business**

- The Village Board is reminded to return their surveys to Ms. Hulseberg before they leave this evening.
- Trustee Thorsell announced that the Glenbard Wastewater Authority intergovernmental agreement will be forwarded to the Village Board later in the week and they are asked to review it prior to the annual meeting. If anyone has any concerns, please bring them during the workshop prior to the GWA annual meeting.
- A resident spoke against light installation at Memorial Field by School District 87. It was explained that if the school district wanted to install lights, they would have to submit plans to the Village Plan Commission requesting special use before it could come to the Village Board.

### **Adjournment**

At 9:35 p.m., Trustee Thorsell moved and Trustee Cooper seconded the motion that the Regular Meeting of the Village Board be adjourned. All Trustees present voted "Aye." Motion carried.

Respectfully Submitted,

Suzanne R. Connors,  
Village Clerk

A-6D

---

**PLANNING & DEVELOPMENT DEPARTMENT  
INTEROFFICE MEMORANDUM**

---

**TO:** Terry Burghard, Interim Village Manager  
**FROM:** Staci Hulseberg, Director of Planning and Development  
**DATE:** March 4, 2011  
**SUBJECT:** Shoppers Secret Event – Retroactive Village Board Approval

---

Please see the attached request from the Transitional Downtown Organization to conduct an indoor sidewalk sale event in a vacant space in the downtown. We received the attached request on Wednesday, March 3<sup>rd</sup>. The opportunity for the event came about only recently and the details were pulled together very quickly. This is an event that will support our downtown retailers and will be appreciated by shoppers.

The event will be held Friday, March 11 and Saturday, March 12 in the vacant space located at 536C Crescent Boulevard (formerly occupied by Pacific Blue). Over 10 downtown retailers will bring discounted and clearance merchandise to the location. All merchandise will be marked down at least 50% from the original price.

Since the Village Board will not have a meeting prior to this event and a Village Board waiver is required for special events, we plan to allow the event to proceed in accordance with the attached letter from Assistant to the Village Manager Schrader and we will place the item on the March 28 Village Board meeting agenda for retroactive approval.

If Village Board members have any concerns with our proceeding in this manner, please let me know.

Attachments: Letter from Carol White  
Advertisement for event  
Draft Letter from AVM Kristen Schrader

C: Phil Norton, Police Chief  
Kristen Schrader, Assistant to the Village Manager  
Planning and Development Department Staff  
Carol White, Temporary Executive Director, TDO

Village of Glen Ellyn  
c/o Staci Hulseberg  
535 Duane Street  
Glen Ellyn, IL 60137

Dear Village of Glen Ellyn,

On behalf of the Temporary Downtown Organization, I would like to request permission to hold an Indoor Sidewalk Sale called "Shopper's Secret" on Friday, March 11 from 10am-8pm and Saturday, March 12 from 9-2pm. The details are as follows:

- The event will be held at 536 C Crescent (old Pacific Blue) with bathroom usage at 536B Crescent.
- Over 10 retailers in Downtown will bring their merchandise and sell it as "discount" prices.
- A DJ will be hired to provide music during event.
- Tables and chairs will be rented and delivered for use during these days.

We would be happy to answer any further questions the village may have. Please contact Carol White, Temporary Executive Director of the TDO. 773 255 4087, [crscherba@yahoo.com](mailto:crscherba@yahoo.com)

Thank you for your support.

| Carol White

**TODAY**

featuring *j\*Blonde*



# Shopper's Secret Stash Bash

**Friday March 11th**  
10am - 8pm

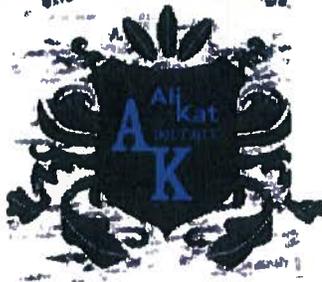
**Saturday March 12th**  
9am - 2pm

**536C Crescent Blvd.**  
(next to Starbucks)

**Savings of 50% or more!!!**



delicious gems, curious trees  
and assorted shiny things.



March 15, 2011

**DRAFT**

Carol White, Temporary Executive Director  
Transitional Downtown Organization  
286 N. Park Boulevard  
Glen Ellyn, IL 60137

RE: 2011 Shopper's Secret Event

Dear Ms. White:

This letter is to confirm action taken at the Village Board Meeting on Monday, March 14, 2011 regarding the Shopper's Secret Stash Bash event which occurred on Friday, March 11 and Saturday, March 12, 2011. The Village Board retroactively approved the Transitional Downtown Organization's requests, which provided for the following:

1. Approval for the event to occur on Friday, March 11, 2011 from 10:00 a.m. to 8:00 p.m. and Saturday, March 12, 2011 from 9:00 a.m. to 2:00 p.m. in the Central Business District at 536 C and 536 B Crescent Boulevard.
2. Section 10-4-17.2(B)25 of the Zoning Code has been temporarily waived to authorize a special event with live music where this type of event/use is neither a permitted or special use in the C5B Central Service Sub-District.
3. The Transitional Downtown Organization is reminded that if the live music is too loud and disruptive, the Police Department will take appropriate action.
4. The Transitional Downtown Organization is reminded that if balloons or other attention-getting devices are utilized to direct guests to the event, it must be in accordance with Section 4-5-8(B) of the Sign Code.
5. The Village will allow the Transitional Downtown Organization to place one sign on the public sidewalk during the hours of the event in order to alert potential customers to this downtown event. The portable sign may not be greater than 6 square feet in size and shall not exceed 4 feet in height. The sign must be placed up against the building.
6. Evidence of insurance for the Transitional Downtown Organization in the amount of \$2 million listing the Village as additionally insured must be presented to Assistant to the Village Manager - HR Danamarie Izzo.

Copies of your letter, together with this reply, are being furnished to appropriate staff members so that necessary arrangements can be made to carry out the requests of your organization. If you have any questions, please contact the appropriate Village personnel.

Sincerely,

Kristen Schrader  
Assistant to the Village Manager – Administration

cc: Terry Burghard, Interim Village Manager  
Staci Hulseberg, Planning and Development Director  
Phil Norton, Police Chief  
Dave Buckley, Assistant Public Works Director  
Danamarie Izzo, Assistant to the Village Manager – HR  
Patti Underhill, Administrative Services Coordinator



GLEN ELLYN

**POLICE DEPARTMENT**  
*Dedicated to Service Excellence*

A-6E

PHILIP J. NORTON  
CHIEF OF POLICE

To: Honorable President Pefferman and Village Board  
From: Phil Norton, Chief of Police *PN*  
Date: March 1, 2011  
Re: **REQUEST TO PURCHASE LOCAL ADJUDICATION SOFTWARE**

**Background**

On April 26, 2010 the Village Board passed an ordinance establishing a system of local adjudication to determine liability for alleged violations of Village Code. This same ordinance authorized the operation and maintenance of a computer program specifically designed to: input and store violation notice information, establish hearing dates, record fines, penalties and payments, issue payment receipts, issue notices and otherwise keep accurate records of all appearances and non-appearances at administrative hearings. The local adjudication software is an essential component in ensuring accuracy and accountability through records of all matters pertaining to the local adjudication program.

**Issues**

As we moved forward with implementation of this system, it was determined that the Department does not possess a computer program with the capability to effectively satisfy the objectives set forth in the ordinance. The software currently in use is an obsolete, in-house program with limited functionality for inputting and tracking parking citations and payments. Therefore, the Department proceeded with the identification of a new software product for primary use in local adjudication. This search placed additional emphasis on cost, customization, program maintenance and local ownership of data.

Our effort revealed there are a limited number of software products available that are designed for local adjudication. In fact, only two programs are in use in the Chicago-metropolitan region. The first is a product offered through Municipal Systems Inc. (MSI), a proprietary software company based in the south suburbs. While the software sold through MSI appears to meet the adjudication system objectives, the below aspects of their proposal limited our interest.

- Use of MSI products is based upon either a monthly percentage of fine revenue or a monthly subscription fee, along with an added cost for maintenance. These reoccurring costs in this instance are not considered necessary or consistent with the intent of the adjudication process.
- MSI products are primarily "off the shelf" with limited ability to customize to meet local needs.
- The proprietary control of the data collected by the Department is contingent upon the long term relationship with the vendor. MSI servers are off-site.

The second program is provided by Dacra, a software database developer that specializes in municipal adjudication and law enforcement software. Demonstrations of this software appear to meet the

Department needs, while also addressing the Department's cost and information system priorities as outlined below:

- Dacra software is purchased with a one-time, upfront fee, with no scheduled reoccurring costs. There are no costs related to software use or maintenance tied to revenue.
- Dacra software is written in Microsoft Access, allowing for customization or as needed maintenance by qualified individuals.
- The data inputted into the Dacra software remains on-site on a secure server in the control of the Village.

A final analysis of the MSI and Dacra products concluded both vendors offer software designed for municipal adjudication. However, beyond the basic functionality of their products we identified substantial differences between these companies related to costs, customization, data ownership and maintenance. We therefore have concluded Dacra software best meets the present and future objectives of the Department in establishing and maintaining an efficient local adjudication program.

**Action Requested**

With consideration to the substantial differences between MSI and Dacra, along with the lack of additional comparable local adjudication software products in the marketplace, the Department hereby requests authorization for sole source procurement of the Dacra local adjudication program.

Dacra will provide a home-rule parking adjudication program to include ticketing and adjudication, administrative tow, and night parking modules for a total cost of \$30,000. Also included in this cost are 30 hours of customization and installation. Additional services are available at a per hour fee.

**Attachments**

- Supplemental Agenda Resource Information

**Supplemental Agenda Item Resource Information  
Village of Glen Ellyn**

	<u>Agenda Item Supplemented by Commentary</u>
<u>X</u>	Pros & Cons
—	Strategic Action Goal
—	Downtown Strategic Plan Goal
<u>X</u>	Budget Impact
—	Process Improvement
—	Green Initiative
—	Communication Initiative
—	Other

**Pros**

The pricing structure offered through Dacra will contribute toward intermediate and long term cost containment in the operation of a system of local adjudication. In contrast, the fee structure options from MSI are on-going, diminishing the benefit of financial sustainability. It is anticipated the up-front fees for software and customization will equal the least expensive pricing option within two years of system operation.

Dacra software was developed by a systems analyst using Microsoft Access. Ownership of this software will allow for expert maintenance and customization as future circumstances may dictate, potentially increasing the effective “life” of this program. While it is anticipated the Department will maintain a business relationship with Dacra beyond the initial installation, we would not be dependent upon the software developer should we choose to involve other, third party technicians.

In addition to meeting the objectives required for local adjudication, Dacra software will replace the current, aging system used for parking ticket inputting and tracking. It will also significantly enhance the Department’s ability to manage through automation all aspects of false alarm billing.

**Cons**

It is understood that no software product is a perfect fit for all uses. Dacra does not provide regular updates to enhance their programming. *(The ability to customize and maintain this software through Microsoft Access mitigates this con significantly).*

It is understood that the longevity of smaller companies within the software industry is difficult to predict. This concern applies equally to both vendors we considered. *(Again, this liability is mitigated by the Microsoft Access application in which it was designed.)*

**Budget Impact**

This procurement will result in a one-time cost of \$30,000. While this is a capital purchase that will depreciate over time, the software will provide the necessary automation required to manage the ticketing and tracking of the local adjudication program.

**GLEN ELLYN POLICE DEPARTMENT  
MEMORANDUM**

**A-6F**

TO: Phil Norton, Chief of Police  
FROM: Bill Holmer, Deputy Chief of Police *WH*  
DATE: February 24, 2011  
SUBJECT: **RECOMMENDATION – TRAFFIC CONTROL AMENDMENT**

---

Many years ago the Village worked with the residents in the neighborhood northwest of the five corners intersection to eliminate some of the cut-through traffic that was causing problems in the area. As a result, there is currently a traffic control sign on eastbound St. Charles Road prohibiting traffic from turning north onto Highland Avenue during specific times. The idea behind the restriction was to force the traffic to use the main roadways instead of residential streets.

Since the reconstruction of the five corners intersection prohibited all eastbound St. Charles Road traffic from accessing the five corners intersection, residents on Stacy Court have experienced a large increase in cut-through traffic. A group of those residents has approached the Department requesting assistance with the increase in traffic volume that is impacting the neighborhood.

There was consideration given to establishing the left turn restriction at Stacy Court back when the Highland Avenue restriction was implemented. However, it was ultimately decided to assess the traffic conditions moving forward from that time. It was not until the reconstruction of five corners that the cut-through traffic on Stacy Court became an issue.

I recommend that we amend section 9-5-12 (schedule L; left hand turns prohibited) of the Village Code by restricting the left hand turn movement of motorists on eastbound St. Charles Road onto northbound Stacy Court between the hours of 6 AM – 9 AM Monday through Friday.

I have attached the amendment. If you have any questions, please see me.

*I AGREE WITH RECOMMENDATION. RHM 3-2-11*

VILLAGE OF GLEN ELLYN

---

ORDINANCE NO. \_\_\_\_\_ -VC

AN ORDINANCE TO AMEND SECTION 9-5-12  
(SCHEDULE L; LEFT HAND TURN PROHIBITED)  
OF THE VILLAGE CODE OF THE  
VILLAGE OF GLEN ELLYN, ILLINOIS  
REGARDING TRAFFIC CONTROL AT ST. CHARLES ROAD AND STACY COURT

---

ADOPTED BY THE  
PRESIDENT AND THE BOARD OF TRUSTEES  
OF THE  
VILLAGE OF GLEN ELLYN  
DUPAGE COUNTY, ILLINOIS  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

---

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

ORDINANCE NO. \_\_\_\_\_ - VC

AN ORDINANCE TO AMEND SECTION 9-5-12  
(SCHEDULE L; LEFT HAND TURN PROHIBITED)  
OF THE VILLAGE CODE OF THE  
VILLAGE OF GLEN ELLYN, ILLINOIS  
REGARDING TRAFFIC CONTROL AT ST. CHARLES ROAD AND STACY COURT

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF GLEN ELLYN, DUPAGE COUNTY, ILLINOIS, in the exercise of its home rule powers, as follows:

SECTION ONE: Section 9-5-12 (SCHEDULE L; LEFT HAND TURN PROHIBITED) of the Glen Ellyn Village Code is hereby amended by the addition of the following:

<b>Name of Street</b>	<b>Location</b>	<b>Location/Limitation</b>
St. Charles Road	Eastbound	At Stacy Court; Monday through Friday, between the hours of 6:00 A.M. and 9:00 A.M.

SECTION TWO: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION THREE: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form.

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

AYES:

NAYS:

ABSENT:

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

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

ATTEST:

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

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

A-6G

**GLEN ELLYN POLICE DEPARTMENT  
MEMORANDUM**

TO: Phil Norton, Chief of Police  
FROM: Bill Holmer, Deputy Chief of Police Operations *Wh*  
DATE: February 24, 2011  
SUBJECT: **PURCHASE RECOMMENDATION - MOBILE DATA COMPUTERS**

---

**BACKGROUND**

The Department has used mobile data computers (MDC's) in each marked police vehicle for many years. In fact, MDC's have become a common piece of equipment in the law enforcement mobile environment, evolving as technology has improved. Our current Motorola MDC's have been in use for about six years, and they are approaching the end of their useful life.

We budgeted \$70,000 in the current fiscal year budget to replace the MDC's. Last year we encountered a grant opportunity for MDC's through the Illinois Law Enforcement Alarm System (ILEAS), which is the statewide mutual aid organization to which we belong. We applied for, and were awarded, a grant for five Panasonic CF-31 Toughbook MDC's and all related installation equipment. The value of this grant was about \$35,000.

We have eight vehicles left in the fleet for which we are seeking to purchase MDC's for installation.

**RECOMMENDATION**

I recommend the purchase of eight Panasonic CF-31 Toughbooks and related mounting and installation hardware. The cost is \$50,095 which will be expensed from the general fund (capital purchase approval FY2010-11). We are taking advantage of purchase pricing on the Illinois State Purchasing Contract. This is a sole source purchase from CDS Office Technologies, who has the state contract award for this equipment. This is also the same equipment that we received from the grant award.

If you have any questions, please see me.

**6 DuComm**

DuPage County Public Safety Communication (DuComm) provides the operation and maintenance of police dispatch services. Reduction this year based on reduced number of approved sworn officers. Additional DuComm expenses of \$114,400 are also identified in the budget for the Volunteer Fire Company.

	Budget <u>FY09/10</u>	Budget <u>FY10/11</u>
Dispatch Services (Police)	\$375,000	\$356,000

**7 Drug Forfeiture Expenses**

\$40,000

This line represents funds seized in whole or in part by Glen Ellyn Police Officers during drug and other specific investigations. Seized funds are divided among participating agencies and awarded by the State. This amount represents what we anticipate spending from those funds. This will allow us to complete our radio purchase to use the new DuPage County Interoperable radio network.

**8 Professional Services/Other**

Space Needs Study	\$15,000
Collective Bargaining (Legal Fees)	5,000
Children Center	4,000
Internal Random Drug Testing	1,000
Misc.	<u>5,000</u>
Total	<u>\$30,000</u>

**9 Operating Supplies**

40,000 50,000

This line, as suggested by its title, provides for operating supplies from the mundane such as mouth pieces for our breathalyzer machine and notary stamps to more interesting items such as pepper spray and ammunition. Increased due to rising cost of ammunition.

**10 Capital Projects**

0 70,000

Budgeted capital projects include the replacement of in-car computers which have surpassed their useful life and are experiencing increased frequency of repair.

A-6H

---

MEMORANDUM

---

**TO:** Terry Burghard, Interim Village Manager

**FROM:** Staci Hulseberg, Planning and Development Director  
Andrew Letson, Planning Intern *AK*

**DATE:** March 8, 2011

**FOR:** March 14, 2011 Regular Board Meeting

**SUBJECT:** 825 N. Main Street and 553 Geneva Road Demolition

*srh*

**Background.** At the February 14, 2011 regular Board meeting, the Village Board approved a contract with Phase I Excavation in the amount not to exceed \$20,050 for the demolition of the building at 825 N. Main Street (formerly a Marathon gas station). At that meeting, the Village Board approved that contract but also requested that the Planning and Development Department explore an amendment to the contract that would add the demolition of the vacant home at 553 Geneva Road.

**Issues.** We contacted Phase I Excavation regarding the possible demolition of the additional building at 553 Geneva Road. We were able to negotiate a price of \$11,500 for the demolition, which is lower than all prior quotes for that property. The total cost for the demolition of 825 N. Main Street and 553 Geneva Road as quoted by Phase 1 Excavation is \$29,750.

The Public Works Department has indicated they will be able to handle the disconnection of the public utilities and the restoration of the curbs at the driveways. Therefore, the contract was also amended to exclude these items.

Since the February 14, 2011 Village Board meeting, the Planning and Development team completed a reference check for Phase 1 Excavation. Each of the references provided a positive assessment of their work and recommended that we hire them for the demolition projects.

**Action Requested.** The Planning and Development team is requesting that the Village Board waive competitive bidding and accept the amended quote from Phase 1 Excavation for the demolition of the buildings located at 825 N. Main Street and 553 Geneva Road in an amount not to exceed \$29,750 in accordance with the attached contract.

Attachment: Phase 1 Excavation Demolition Quote and Contract for 825 N. Main Street and 553 Geneva Road

CC: Stewart Diamond, Village Attorney  
Brent Denzin, Village Attorney  
Jeff Perrigo, Interim Public Works Director  
Steve Anderson, Anderson Environmental Consulting, Inc.



1151 S. Fairfield Avenue  
Lombard, IL 60148

# Proposal

Date	Estimate #
2/9/2011	307

<b>Name / Address</b>
Village of Glen Ellyn 535 Duane Street Glen Ellyn, IL 60137

<b>Job Site</b>
553 Geneva Road & 825 N. Main St Glen Ellyn, IL 60137

Description	Total
<p>Demolition of residential structure at: 553 Geneva Road. Scope of work: - Removal of structure including all concrete and asphalt.</p> <ul style="list-style-type: none"> <li>- Removal of apron.</li> <li>- Test for presence of asbestos ( removal NOT included)</li> <li>- Removal and appropriate disposal of freon from all A/C units.</li> <li>- Obtain all necessary permits (county permit fees NOT included.)</li> <li>- Watering during demolition with water meter connection to hydrant per village code.</li> <li>- Proper disposal of all materials on site.</li> <li>- 6 foot chain link fencing.</li> <li>- Topsoil, grade, seed and straw.</li> </ul> <p>***Permit fees in the amount of \$1725.00 have been deducted from original proposal***            ***Utility disconnect fee of \$500 has been deducted from original proposal***            ***Due to the projected rise in fuel costs, no other discounts are able to be offered***</p>	11,500.00
<p>Demolition of commercial structure at: 825 N. Main Street. Scope of work: Removal of structure to include all concrete and asphalt on site.</p> <ul style="list-style-type: none"> <li>- St Charles Road apron removed.</li> <li>- Test for presence of asbestos ( removal NOT included.)</li> <li>- Removal and appropriate disposal of freon from all a/c units.</li> <li>- Watering during demolition with water meter connection to hydrant per village code.</li> <li>- Proper disposal of all materials from site.</li> <li>- 6 foot chain link fencing around site.</li> <li>- Topsoil, grade, seed and straw.</li> <li>- removal of apron on Main Street.</li> </ul> <p>***Permit costs of \$2050.00 have been deducted from original proposal***            ***Disconnect fee of \$500.00 has been deducted from original proposal***            ***Due to the projected increase in fuel costs, no further discounts are available***</p>	18,250.00
<p>_____ Authorized signature</p>	<p>_____ Authorized signature</p>
<b>Total</b>	
\$29,750.00	

MEMORANDUM

A-6I

**TO:** Terry Burghard, Interim Village Manager  
**FROM:** Staci R. Hulseberg, Planning and Development Director  
**DATE:** March 8, 2011  
**FOR:** March 14, 2011 Village Board Meeting  
**SUBJECT:** License Agreements for Hot Dog Stand and Einstein Bros. Bagels

ASH

**History:** Since 1995, the Village Board has authorized one or more License Agreements for tables and chairs, hot dog and gelato sales, wind enclosures and related items to be located on the sidewalk and public right-of-way in the central business district.

This year, the Planning and Development Department has contacted eight (8) restaurants and one (1) mobile cart owner who have previously expressed interest in locating structures on the public sidewalk in the downtown. Thus far, two have indicated they would like to move forward with license agreements this year. Those two license agreements are ready for Village Board consideration at this time.

**Request:** Draft license agreements are attached to allow tables and chairs in the public right-of-way for Einstein Bros. Bagels at 443 North Main Street and a hot dog stand on the sidewalk at the northeast corner of Crescent Boulevard and North Main Street. The license agreements for the hot dog stand and Einstein's are similar to past years.

The applicants have submitted all the required information including the \$50 license agreement fee, the signed license agreement, and a certificate of liability insurance. Due to past problems with overflowing trash containers in front of Einstein Bros. Bagels, we currently hold a cash escrow posted by Einstein's that would be used to cover Village staff costs in the event it were necessary to empty trash containers in front of the restaurant. To date, there have been no deductions from the garbage escrow.

**Village Board Action:** It is requested that the Village Board make a motion to approve license agreements for Heaven-Lee Hot Dogs and Einstein Bros. Bagels.

Attachments: Hot Dog Stand Draft License Agreement  
Einstein's Draft License Agreement

cc: Joe Snellgrove, Heaven-Lee Hot Dogs  
Susan Scheuermann, Einstein & Noah Corporation

## LICENSE AGREEMENT

This Agreement, made and entered into as of this \_\_\_\_ day of \_\_\_\_\_, 2011, effective the \_\_\_\_ day of \_\_\_\_\_, 2011, by and between the Village of Glen Ellyn ("Licensor") and Joe Snellgrove ("Licensee") pertaining to the property located at 461 North Main Street, Glen Ellyn, Illinois 60137.

1. **Purpose:** Licensor hereby grants to Licensee, and Licensee hereby accepts, a license to (a) install, maintain and operate for the term hereof, a portable hot dog machine to be located on the sidewalk and the right-of-way in front of 461 N. Main Street, the licensed area, and to (b) maintain a trash receptacle, in accordance with the standards contained below and with the following terms, covenants and conditions. The Licensee will not be allowed to operate where there is competition with a special downtown activity that is also offering food service.

2. **Terms:** This Agreement shall expire December 31, 2011 or the date the insurance required hereunder expires, whichever comes first. This Agreement may be renewed only through the action of the Village Board of the Village of Glen Ellyn. Licensee may terminate this Agreement immediately by providing written notice to Licensor. Licensor may terminate this Agreement at any time during the term of this Agreement by notifying Licensee of this intention at least 30 days prior to the termination date.

3. **Rent and License Fee:** For the purposes of this license, no rent will be paid by Licensee to Licensor. A fee of \$50.00 has been paid by Licensee to Licensor for the issuance of this License Agreement.

4. **Permits and Licenses:** (a) Licensee, at its sole effort and expense, shall conform to the Village Code and DuPage County Health Department regulations; (b) Licensee shall present to the Village Cashier's Office an Illinois State Sales Tax Certificate Number and Federal Identification Number; and (c) Licensee shall present a permission letter from the owner of the building to allow the hot dog stand on the sidewalk in front of 461 N. Main Street.

5. **Installation of Hot Dog Machine:**

a. **Hot Dog Machine:** Licensee is permitted to locate on the sidewalk portion of the right-of-way in front of the property at 461 N. Main Street daily, 11:00 a.m. to 7:00 p.m., except that the Licensee may operate up to 9:30 p.m. on Thursday nights. The Village Manager may authorize the Licensee to operate in other locations during the Taste of Glen Ellyn and up to 10 other days. Licensee agrees to maintain a minimum of a 5-foot clearance for pedestrians on the public sidewalk. Licensor does not warrant that the location where the Licensee seeks to place its equipment is a Village right-of-way, and this License Agreement contains no warranty of quiet, enjoyment and use. The Licensor intends to transfer only a license with regard to that interest in land which it possesses.

b. **Trash Receptacle:** Licensee shall maintain the trash receptacle located in proximity to the hot dog machine in a neat and orderly manner, and the Licensor shall ensure that a garbage hauling firm removes the trash from the receptacle on a regular schedule. However, it shall be the responsibility of Licensee to empty the receptacle more frequently, if necessary. Licensor is the owner of the trash receptacle. If the trash receptacle is full and/or overflowing, Licensor may terminate this agreement with 7 days written notice to Licensee, and the hot dog machine shall immediately be removed from the public sidewalk.

c. **Landscape Planters:** It is expected that all Licensees shall install and maintain a minimum of two planters, planted with flowering annuals and/or perennials, located on or over the public sidewalk adjacent to the property. However, in light of the Licensee's unique location circumstance, the requirement to install the above-referenced planters has been waived. The Licensee has paid a one-time contribution of \$100.00 to Licensor toward Village expenses to beautify the area with publicly supplied landscape planters. No further contributions toward this requirement are expected.

6. **Maintenance:** Licensee shall agree to maintain the licensed area and the nearby sidewalk in a clean, healthy and attractive condition. If Licensee ceases to so maintain the licensed area and the nearby sidewalk, Licensor may require Licensee to pay for additional cleanup costs. Further, Licensor may, upon notice as set forth below, terminate this agreement and require the permanent removal of the hot dog machine from the licensed area in advance of the expiration date of this Agreement.

7. **Removal:** Upon the expiration or the termination of this License, Licensee shall not place the hot dog machine on the public right-of-way. Further, each day, no later than one half-hour following the close of business at 461 North Main Street, Licensee shall remove the hot dog machine from the public right-of-way.

8. **Termination:** If Licensee fails in any respect to perform any agreements, covenant or obligation in this License, then and in such event, Licensor, after providing at least 7 days written notice to Licensee, may terminate this License Agreement or may cure such failure or default, on behalf of and at the expense of Licensee.

9. **Notice:** Notice hereunder shall be in writing and effected either by personal delivery or by depositing the same in an official U.S. mail receptacle as certified mail, return receipt requested, postage paid, addressed to:

If to Licensor:  
Village Manager  
Village of Glen Ellyn  
535 Duane Street  
Glen Ellyn, IL 60137

If to Licensee:  
Joe Snellgrove  
Heaven-Lee Hot Dogs  
2832 Davenport Drive  
West Chicago, IL 60185

or to such other address as either party may from time to time designate. Any notice given under this Agreement shall be in writing and deemed received when personally delivered or, if mailed, three days after placing same in an official U.S. mail receptacle.

10. **Assignment:** Licensee may not assign or transfer this License without prior written consent of Licensor. Any attempted assignment or transfer in violation of this paragraph shall be void and confer no rights upon any third person.

11. **Defend and Hold Harmless:** Licensee shall be required to hold harmless Licensor, its officers, employees and independent contractors from any claim or demand or damage to property or injury including death to persons which arise out of in any way the exercise by Licensee of its rights under this License. Licensee shall be required to pay for the cost of defense and hold harmless Licensor, its officers, employees and independent contractors against any judgment and to pay any settlement arising out of such claim or demand, including but not limited to, the full costs of the

defense of Licensor, its employees, officers and independent contractors through the employment of experts approved by the parties defended, provided, however, that such approval shall not be unreasonably withheld.

12. **Liability Insurance:** Licensee shall purchase and maintain comprehensive general liability insurance of \$2,000,000 each occurrence, providing occurrence coverage for Licensee from claims for damages because of bodily injury, death of any person, or property damage resulting from the use of the public right-of-way. Licensor shall be named, by endorsement, as an additional insured on the policy. The policy of insurance and certificates thereof shall contain provision or endorsement that the coverage reported will not be canceled, materially changed, or renewal refused, until at least 30 days prior written notice shall be given by certified mail to the insured and Licensor. Licensee shall deliver a duplicate of the policy or certificate of insurance acceptable to Licensor prior to the execution of this Agreement by the Village Board.

13. **Miscellaneous:**

a. This Agreement constitutes the entire understanding of the parties and supersedes any prior written or oral negotiations or understandings.

b. It is the intention of the parties hereto that this License shall be construed and enforced in accordance with the laws of the State of Illinois.

c. If any provision of this License is held invalid or unenforceable, the remainder of this License shall not be affected thereby, and each other provision of this License shall be valid and enforceable to the fullest extent permitted by law.

d. Licensee shall pay any expenses incurred by Licensor in defending the validity of its right to enter into a License Agreement for the use of sidewalk premises by a private party.

DATED as of the date first set forth above.

**LICENSOR:**

Village President  
Village of Glen Ellyn  
535 Duane Street  
Glen Ellyn, Illinois 60137

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**LICENSEE:**

Joe Snellgrove, Owner  
Heaven-Lee Hot Dogs  
2832 Davenport Drive  
West Chicago, IL 60185

By: Joseph Snellgrove

Name: Joseph Snellgrove

Title: Owner

RECEIVED  
MAR - 7 2011

Village of Glen Ellyn  
Administration

## LICENSE AGREEMENT

This Agreement, made and entered into as of this 4<sup>th</sup> day of MARCH, 2011, effective the \_\_\_\_\_ day of \_\_\_\_\_, 2011, by and between the Village of Glen Ellyn ("Licensor") and Einstein and Noah Corporation ("Licensee") pertaining to the property located at 443 North Main Street, Glen Ellyn, Illinois 60137.

1. **Purpose:** Licensor hereby grants to Licensee, and Licensee hereby accepts, a license to (a) install, maintain and operate for the term hereof, a maximum of five (5) tables and ten (10) chairs to be located on the sidewalk and the right-of-way in front of 443 North Main Street, the licensed area, (b) maintain a trash receptacle in accordance with the standards contained below, and (c) install and maintain landscape planters in accordance with the standards contained below and with the following terms, covenants and conditions.

2. **Terms:** This Agreement shall expire January 31, 2012, or the date the insurance required hereunder expires, whichever comes first. This Agreement may be renewed only through the action of the Village Board of the Village of Glen Ellyn. Licensee may terminate this Agreement immediately by providing written notice to Licensor. Licensor may terminate this Agreement at any time during the term of this Agreement by notifying Licensee of this intention at least 7 days prior to the termination date.

3. **Rent and License Fee:** For the purposes of this license, no rent will be paid by Licensee to Licensor. A fee of \$50.00 has been paid by Licensee to Licensor for the issuance of this License Agreement.

4. **Permits and Licenses:** Licensee, at its sole effort and expense, shall conform to the Village Code and DuPage County Health Department regulations.

5. **Installation of Street Furniture:**

a. **Tables and Chairs:** Licensee is permitted to locate on the sidewalk portion of the Main Street right-of-way immediately in front of the property at 443 North Main Street five (5) tables and ten (10) chairs daily. The table tops will not exceed 29 inches in diameter. Tables and chairs may be located on the sidewalk during the hours of operation of Einstein Brothers Bagels, but shall be located so that a five-foot wide east to west passage is maintained at 443 North Main Street. Licensee shall allow restaurant patrons to dine on tables and chairs in the licensed area described above but at no time provide sales and service outside the restaurant. At a minimum, the public right-of-way shall be cleaned each day.

b. **Trash Receptacle:** Licensee shall maintain the trash receptacle located in proximity to the tables and chairs in a neat and orderly manner, and the Licensor shall ensure that a garbage hauling firm removes the trash from the receptacle on a regular schedule. However, it shall be the responsibility of Licensee to empty the receptacle more frequently, if necessary. Licensor is the owner of the trash receptacle. In order to ensure that the trash receptacle is properly maintained, Licensee shall provide five hundred dollars (\$500.00) as a Garbage Cash Escrow Deposit to be held by the Village during the term of this License Agreement and while the tables and chairs are located on the public sidewalk. In the event that the Village finds that the trash is overflowing, the Village will send personnel to empty the container. An expense of fifty dollars (\$50.00) to empty the trash

container will be assessed to Licensee each time the trash is emptied by the Village, and that amount will be deducted from Licensee's Garbage Cash Escrow Deposit. The Village will notify Licensee each time funds are deducted from the Escrow Deposit. If the Escrow becomes depleted, the Village will send notice to Licensee that the license agreement is terminated, in accordance with Paragraph 8 of this Agreement, and the tables and chairs must be removed from the public sidewalk immediately.

c. **Landscape Planters:** Licensee shall install and maintain a minimum of two (2) landscape planters, planted with live flowering annuals and/or perennials, located on or over the public right-of-way immediately in front of the property at 443 North Main Street. The planters shall contain a minimum total of 432 square inches (3 square feet) of planted landscaping. The planters shall be a minimum of 10 inches in height, shall not exceed 30 inches in height and shall be constructed of metal, terra cotta, masonry, wood or similar materials; plastic planters shall be prohibited. The planters shall be placed up against the building in a location that does not obstruct the public right-of-way and sidewalk. At all times, a minimum 5-foot wide pathway on the sidewalk shall remain free and clear. Licensee shall replace dead landscape plants as needed to maintain the planters in a clean and neat manner and shall water plants on an as-needed basis.

d. **Bike Rack:** Licensor provided a bike rack in the vicinity of 443 North Main Street, and Licensee reimbursed Licensor for the cost of the bike rack. Licensor is the owner of the bike rack.

6. **Maintenance:** Licensee shall agree to maintain the licensed area and the nearby sidewalk in a clean, healthy and attractive condition. If Licensee ceases to so maintain the licensed area and the nearby sidewalk, Licensor may require Licensee to pay for additional cleanup costs. Further, Licensor may, upon notice as set forth below, terminate this agreement and require the permanent removal of the tables and chairs from the licensed area in advance of the expiration date of this Agreement.

7. **Removal:** Upon the expiration or the termination of this License, Licensee shall remove the tables and chairs from the licensed area. Further, each evening, no later than one half-hour following the close of business at Einstein Brothers Bagels, Licensee shall remove the tables and chairs from the licensed area. The hours the tables and chairs may be located on the sidewalk are:

Monday - Friday	5:00 a.m. to 5:30 p.m.
Saturday - Sunday	6:00 a.m. to 4:30 p.m.

8. **Termination:** If Licensee fails in any respect to perform any agreements, covenant or obligation in this License, then and in such event, Licensor, after providing at least 7 days' written notice to Licensee, may terminate this License Agreement or may cure such failure or default, on behalf of and at the expense of Licensee.

9. **Notice:** Notice hereunder shall be in writing and effected either by personal delivery or by depositing the same in an official U.S. mail receptacle as certified mail, return receipt requested, postage paid, addressed to:

If to Licensor:  
Village Manager  
Village of Glen Ellyn  
535 Duane Street  
Glen Ellyn, IL 60137

If to Licensee:  
Susan Scheuermann, Real Estate Services  
Einstein and Noah Corporation  
555 Zang Street, Suite 300  
Lakewood, CO 80228

or to such other address as either party may from time to time designate. Any notice given under this Agreement shall be in writing and deemed received when personally delivered or, if mailed, three days after placing same in an official U.S. mail receptacle.

10. **Assignment**: Licensee may not assign or transfer this License without prior written consent of Licensor. Any attempted assignment or transfer in violation of this paragraph shall be void and confer no rights upon any third person.

11. **Defend and Hold Harmless**: Licensee shall be required to hold harmless Licensor, its officers, employees and independent contractors from any claim or demand or damage to property or injury including death to persons which arise out of in any way the exercise by Licensee of its rights under this License. Licensee shall be required to pay for the cost of defense and hold harmless Licensor, its officers, employees and independent contractors against any judgment and to pay any settlement arising out of such claim or demand, including but not limited to, the full costs of the defense of Licensor, its employees, officers and independent contractors through the employment of experts approved by the parties defended, provided, however, that such approval shall not be unreasonably withheld.

12. **Liability Insurance**: Licensee shall purchase and maintain comprehensive general liability insurance of \$2 million each occurrence, providing occurrence coverage for Licensee from claims for damages because of bodily injury, death of any person, or property damage resulting from the use of the public right-of-way. Licensor shall be named, by endorsement, as an additional insured on the policy. The policy of insurance and certificates thereof shall contain provision or endorsement that the coverage reported will not be canceled, materially changed, or renewal refused, until at least 30 days prior written notice shall be given by certified mail to the insured and Licensor. Licensee shall deliver a duplicate of the policy or certificate of insurance acceptable to Licensor prior to the execution of this Agreement by the Village Board.

13. **Miscellaneous**:

a. This Agreement constitutes the entire understanding of the parties and supersedes any prior written or oral negotiations or understandings.

b. It is the intention of the parties hereto that this License shall be construed and enforced in accordance with the laws of the State of Illinois.

c. If any provision of this License is held invalid or unenforceable, the remainder of this License shall not be affected thereby, and each other provision of this License shall be valid and enforceable to the fullest extent permitted by law.

d. Licensee shall pay any expenses incurred by Licensor in defending the validity of its right to enter into a License Agreement for the use of sidewalk premises by a private party.

DATED as of the date first set forth above.

**LICENSOR:**

Village President  
Village of Glen Ellyn  
535 Duane Street  
Glen Ellyn, Illinois 60137

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**LICENSEE:**

Susan Scheuermann, Real Estate Services  
Einstein and Noah Corporation  
555 Zang Street, Suite 300  
Lakewood, CO 80228

By: Susan Scheuermann

Name: SUSAN SCHEUERMAN

Title: Senior Lease Admin.

X:\Plandev\PLANNING\LICENSE\Main 433, Einsteins, T&C\License Agreement 2011.doc

---

**MEMORANDUM**

---

**TO:** Kristen Schrader, Assistant to the Village Manager - ADM  
**FROM:** Andrew Letson, Planning Intern   
**DATE:** March 8, 2011  
**FOR:** March 14, 2011 Regular Meeting  
**SUBJECT:** 671 Prairie Avenue Glen Ellyn Landmark Designation

---

A-7

**Background.** Don Ohlinger, owner of the property located at 671 Prairie Avenue, requested that the Glen Ellyn Historic Preservation Commission consider the nomination of his home as a Glen Ellyn local landmark. Mr. Ohlinger indicated that the home is an example of the architectural, cultural, economic, historic or social aspect of the heritage of the Village of Glen Ellyn (see attached nomination form).

The property was included in the 2007 Architectural Resources Survey conducted by Granacki Historic Consultants. The results of the survey indicate that the home is of architectural significance. The house was built in 1952 and is a, "well preserved example of Ranch type, with an inset front porch and attached garage." Significant features include: rectangular massing, attached garage, inset front porch with square supports, historic 2/2 horizontal wood windows.

The only major project that changes the exterior of the original structure is a one story rear addition completed in 1972. This project did not affect the exterior appearance as seen from the public right-of-way. Since the front of the building was not altered, the building is still considered to maintain its historic character.

On January 27, 2011, the Historic Preservation Commission granted preliminary determination of landmark designation to 671 Prairie Avenue. At this meeting the Commission requested more information about the property. The planning team contacted the Glen Ellyn Historical Society requesting any information they may have regarding the property. The Historical Society provided two multiple listing service documents from the late 1960's which provide some additional information about the state of the home at the time.

The planning team also conducted a search of building permits in an attempt to find the original floor plans and owner of the property. Unfortunately, the information could not be located.

Based on the available information, on February 24, 2011, the Historic Preservation Commission voted unanimously to recommend that the Village Board designate 671 Prairie Avenue as a Glen Ellyn landmark.

**Action Requested.** The Village Board should consider the recommendation of the Glen Ellyn Historic Preservation Commission to designate 671 Prairie Avenue as a Glen Ellyn landmark.

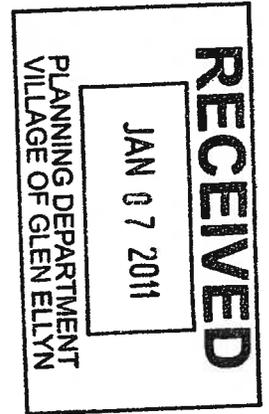
- Attachments:
1. Nomination Form
  2. Ordinance
  3. Minutes from the February 24, 2011 Historic Preservation Commission meeting
  4. Report and Recommendation dated March 8, 2011
  5. Public Hearing Notice
  6. Letter from Don Ohlinger dated February 2, 2011
  7. Planning Report dated February 18, 2011
  8. 2007 Architectural Resources Survey Information Sheets
  9. 1967 and 1969 Multiple Listing Service Information Sheets
  10. Photographs

CC: Don Ohlinger, Property Owner/Petitioner

X:\Admin\HistCommission\Landmarks\671 Prairie\VB Memo.doc

GLEN ELLYN HISTORIC PRESERVATION COMMISSION

HISTORICAL LANDMARK NOMINATION FORM  
FOR INDIVIDUAL BUILDINGS OR ART OBJECTS



Date Received \_\_\_\_\_

1. Name of Property/Site: OHNINGER RESIDENCE
2. Address of Property: 671 PRAIRIE AVE
3. Attach photographs of the property site itself as well as important features (if available).
4. Is this property, or any part of it, listed on or nominated to the Illinois or the National Register of Historic Places? Has the Glen Ellyn Historical Society placed an historical plaque on the building?

\_\_\_\_ Illinois Register

\_\_\_\_ National Register

\_\_\_\_ Glen Ellyn Historical Society Plaque

5. Please indicate which of the following criteria apply to the property. (Check all that apply). Explain in #6.

Its value as an example of the architectural, cultural, economic, historic, social or other aspect of the heritage of the Village of Glen Ellyn, the State of Illinois, or the United States;

\_\_\_\_ Its location as a site of a significant historic event which may have taken place within or involved the use of any existing improvements;

\_\_\_\_ Its identification with a person or persons who significantly contributed to architectural, cultural, economic, historic, social or other aspect of the development of the Village of Glen Ellyn, the State of Illinois, or the United States;

\_\_\_\_ Its exemplification of an architectural type or style distinguished by innovation, rarity, uniqueness or overall quality of design, detail, materials or craftsmanship;

\_\_\_\_ Its representation of an architectural, cultural, economic, historic, social or other theme expressed through distinctive areas, districts, places, buildings, structures, works of art or other objects that may or may not be contiguous;



VILLAGE OF GLEN ELLYN

---

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE DESIGNATING THE PROPERTY  
AT 671 PRAIRIE AVENUE  
AS A GLEN ELLYN LANDMARK

---

ADOPTED BY THE  
PRESIDENT AND THE BOARD OF TRUSTEES  
OF THE  
VILLAGE OF GLEN ELLYN  
DUPAGE COUNTY, ILLINOIS  
THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

---

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

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE DESIGNATING THE PROPERTY  
AT 671 PRAIRIE AVENUE  
AS A GLEN ELLYN LANDMARK

WHEREAS, John and Gretchen DeCoster, owners of the property commonly known as 671  
Prairie Avenue, Glen Ellyn, DuPage County, Illinois, and legally described as follows:

671 PRAIRIE AVENUE, GLEN ELLYN, ILLINOIS, 60137: THE SOUTH 75 FEET  
OF LOT 4 IN BLOCK 15 IN GLEN ELLYN ADDITION TO PROSPECT PARK,  
BEING A SUBDIVISION IN SECTION 11, TOWNSHIP 39 NORTH, RANGE 10,  
EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT  
THEREOF RECORDED JUNE 11, 1890 AS DOCUMENT 42867, IN DU PAGE  
COUNTY, ILLINOIS.

P.I.N.: 05-11-114-006

have requested Village of Glen Ellyn Historic Landmark Designation for the house and property in  
accordance with Chapter 13 of Title 2 of the Glen Ellyn Village Code, known as the Historical  
Preservation Ordinance ("Ordinance"); and

WHEREAS, on January 27, 2011, the Historic Preservation Commission ("Commission")  
approved a motion "Granting Preliminary Determination as a Glen Ellyn Local Landmark;" and

WHEREAS, upon receipt of notification of said determination made by the Historical  
Preservation Commission, the owner(s) of the subject property submitted a written request for  
designation as a Landmark; and

WHEREAS, following due notice by publication in The Daily Herald not less than fifteen (15)  
days nor more than thirty (30) days prior thereto, and following placement of a placard on the subject  
property not less than fifteen (15) days prior thereto, the Glen Ellyn Historic Preservation

Commission conducted a public hearing on February 24, 2011, at which the petitioner presented evidence, testimony, and exhibits in support of the request for Landmark designation; and

WHEREAS, based upon the evidence, testimony, and exhibits presented at the public hearing, the Glen Ellyn Historic Preservation Commission recommended that the subject property be officially designated a historical/architectural landmark, as recommendation found in the draft minutes of the February 24, 2011 Historic Preservation Commission meeting, an excerpt of which is appended hereto as Exhibit "A"; and

WHEREAS, the President and Board of Trustees of the Village of Glen Ellyn have reviewed the exhibits presented at the aforesated public hearing and have considered the report and recommendation of the Glen Ellyn Historic Preservation Commission, and finds that the subject property satisfies one or more of the criteria for designation as a Glen Ellyn Landmark as provided for in Section 2-13-3(A) of the Glen Ellyn Village Code; and

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

SECTION ONE: The draft minutes of the February 24, 2011 Glen Ellyn Historic Preservation Commission meeting, Exhibit "A" appended hereto, is hereby accepted, and the findings and conclusions set forth in the preamble above are hereby adopted as the findings of the corporate authorities of the Village of Glen Ellyn.

SECTION TWO: The President and Board of Trustees hereby designate the house and property located at 671 Prairie Avenue in Glen Ellyn, Illinois, and legally described below as a Glen Ellyn Landmark:

671 PRAIRIE AVENUE, GLEN ELLYN, ILLINOIS, 60137: THE SOUTH 75 FEET OF LOT 4 IN BLOCK 15 IN GLEN ELLYN ADDITION TO PROSPECT PARK, BEING A SUBDIVISION IN SECTION 11, TOWNSHIP 39 NORTH, RANGE 10,

EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 11, 1890 AS DOCUMENT 42867, IN DU PAGE COUNTY, ILLINOIS.

P.I.N.: 05-11-114-006.

SECTION THREE: That the subject property is hereby determined to be a Glen Ellyn Landmark because it satisfies the following criteria set forth in Section 2-13-3(A) of the Ordinance:

- A. The house on the property has been maintained to preserve the original architecture reminiscent of the early 1950s time period and is valued as an example of the architectural, cultural, economic, historic, and social aspects of life in the Village of Glen Ellyn during that time period; and
- B. The subject property was built in 1952 and is an excellent example of a ranch style home. The home has an inset front porch, attached garage, rectangular massing and historic 2/2 horizontal wood windows.

SECTION FOUR: The determination of Landmark designation is based upon the owner(s), written request and the testimony presented at the February 24, 2011 Historic Preservation Commission Meeting including the documents listed below that are referenced herein as though they were attached hereto, and said documents shall be filed with and made a permanent part of the records of the Glen Ellyn Historic Preservation Commission:

- Letter dated February 2, 2011 from Don Ohlinger
- Historical Landmark Nomination Form for Individual Buildings or Art Objects
- Planning Report dated February 18, 2011
- 2007 Architectural Resources Survey Information Sheets
- 1967 and 1969 Multiple Listing Service Information Sheets
- Photographs

SECTION FIVE: That by virtue of its satisfying the criteria specified herein, the subject property is hereby declared and designated a Glen Ellyn landmark, and the owner(s) of subject property is requested to affix a plaque to the property denoting said designation.

SECTION SIX: The Commission is authorized and directed to send a certified copy of the Ordinance and a summary report of the effects of designation to the owner(s) within ten (10) days of the passage of the Ordinance, and the Village Clerk is authorized and directed to file or cause to be filed a certified copy of this Ordinance with the DuPage County Recorder of Deeds, Milton Township Assessor, and appropriate Village departments.

SECTION SEVEN: The provisions and sections of this Ordinance shall be deemed to be separable, and the invalidity of any portion of this Ordinance shall not affect the validity of the remainder.

SECTION EIGHT: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

PASSED by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, on first reading, second reading not being requested.

AYES:

NAYS:

ABSENT:

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

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

ATTEST:

---

Village Clerk of the Village  
of Glen Ellyn, Illinois

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

X:\Admin\HistCommission\Landmarks\671 Prairie\Landmark Ordinance.doc

**New Business**

**Public Hearing Regarding Landmark Designation – 671 Prairie Avenue**

Commissioner Manak made a motion, and Commissioner Loftus seconded, to begin the public hearing. The motion passed unanimously and the public hearing began at 7:46

Commissioner Manak discussed the planning and legal requirements that are needed in order for the public hearing to take place. Chairman Marks stated all the necessary information and documents have been provided including a published public notice.

Commissioner Manak stated that based on the application, this property would be eligible for landmark status based on Section 2-13-3(A)1 of the Village Code.

Commissioner Wright stated that this is a ranch style home and it should be considered for landmark status because of the need to preserve this style of home before it is lost. She went into detail about how this home was built during a time of changing home styles in the Midwest.

Commissioner Ford questioned if the pillars on the front of the home were added after the home was built. General discussion took place over the pillars on the porch and it was found they were put into place at after 1969. Chairman Marks stated this does not affect the historic character of the home.

Chairman Marks stated that the windows were found to be original.

Commissioner Ford questioned whether a ranch style home is architecturally significant in Glen Ellyn. Chairman Marks stated both the state and national preservation agencies look to preserve all styles of homes as long as they meet certain criteria. He added although this may not be as significant as other homes that have been nominated in the past, it certainly meets the requirements as stated in the Village Code to be nominated for landmark status. General discussion took place over the criteria needed for the nomination of a home for landmark status. Commissioner Isaac stated this home meets the criteria because it represents the era of architecture from the 1950's.

Commissioner Manak referred to the 2007 Architectural Resources Survey conducted by Granacki Historic Consultants and stated this home was described as well preserved and significant.

Commissioner Isaac moved to recommend that the home at 671 Prairie Avenue receive local landmark status in accordance with Section 2-13-3(A) of the Glen Ellyn Village Code. Commissioner Manak seconded the motion. The motion passed unanimously.

Commissioner Manak motioned to close the public hearing. Commissioner Ford seconded. The motion passed unanimously.

#### **Discussion of Downtown Historic District Nomination**

Chairman Marks presented an outline and sketch also prepared by Commissioner Loftus of a potential borders for the potential historic district that the Commission has been discussing over the last few months. He discussed certain properties that would be labeled as contributing and also properties that would be labeled as non-contributing in the district and stated each block would need to be calculated to determine the ratio of contributing to non-contributing homes in each block.

Commissioner Ford questioned how the ratio will need to be determined. Chairman marks stated this will be up for discussion and stated he will check with a representative from the National Parks Service to see what has been done in past nomination. General discussion took place over certain buildings that were not included and buildings and areas that may need to be omitted from the application.

#### **Discussion of the Commission's Goals for 2011**

Chairman Marks summarized the list of goals provided by Commissioners and asked the Commission what goals they thought would be more important for the 2011 calendar year. Commissioner Ford stated a number of the goals presented could be categorized and organization is needed before the Commission could choose what goals to focus on. General discussion took place over the goals presented and how to organize them.

General discussion took place over if a member of the Commission needed to be from the Historical Society. Chairman Marks stated this is appreciated, but is not necessary under Village rules.

#### **Other**

Chairman Marks provided several examples from downtown signage from the east coast and stated if the Village required this type of signage it could add ambiance to the downtown and potentially bring more people into the downtown to shop. General discussion took place over what the Village would need to do in order to require signage similar to this and if the signage would need to be uniform or with only certain guidelines. Chairman Marks stated the Village is currently

**REPORT AND RECOMMENDATION  
OF THE GLEN ELLYN  
HISTORIC PRESERVATION COMMISSION  
ON THE REQUEST OF DON OHLINGER  
FOR THE DESIGNATION OF THE PROPERTY  
LOCATED AT 671 PRAIRIE AVENUE  
AS AN HISTORICAL LANDMARK**

TO: The President and Board of Trustees,  
Village of Glen Ellyn, Illinois

DATE: March 8, 2011

Don Ohlinger, the owner of the property at 671 Prairie Avenue, has filed a petition to have his home designated a Historical Landmark. The Glen Ellyn Historical and Architectural Landmark Preservation Ordinance requires that a public hearing be conducted by the Historic Preservation Commission before a property may be recommended for Historical Landmark designation. The Historic Preservation Commission conducted a public hearing on Thursday, February 24, 2011. The Historic Preservation Commission conducted the public hearing, heard testimony and prepared a recommendation regarding the proposed landmark designation.

The Historic Preservation Commission issued the following Report and Recommendation:

**I. Report:**

- A. Request -- The petitioner is requesting landmark designation for the property located at 671 Prairie Avenue.
  
- B. Exhibits -- The following materials were submitted for review prior to the HPC meeting:
  - Exhibit 1: Planning Report and Recommendation dated February 18, 2011
  
  - Exhibit 2: Notice of Public Hearing published in the February 9, 2011, edition of The Daily Herald
  
  - Exhibit 3: Landmark Nomination form dated January 7, 2011, from Don Ohlinger requesting designation of his home as a Glen Ellyn landmark
  
  - Exhibit 4: Pictures of the ranch style house on 671 Prairie Avenue
  
  - Exhibit 5: 2007 Architectural Resource Survey information sheets
  
  - Exhibit 6: 1967 and 1969 Multiple Listing Service information sheets
  
- C. February 24, 2011, Meeting -- Leland Marks, Chairman of the Historic Preservation Commission, introduced the project, referred to the Notice of Public Hearing, the planning Report and Recommendation, and the application. Don Ohlinger's application

reviewed the background of their historic Glen Ellyn residence.

D. Public Comment -- No members of the public spoke in favor and no members of the public spoke in opposition to the request.

E. Findings of Fact -- After conducting the public hearing, the Historic Preservation Commission made the following Findings of Fact pertaining to the petitioners' request for Historic landmark designation:

1. The property was most likely constructed in 1952 according to multiple listing service records.
2. The house is representative of the architecture of this period.
3. The character of the area will not be adversely impacted and, in fact, the area will most likely be enhanced by the continued efforts to restore the historical character of this home and property.

II. Recommendation -- On a motion made by Commissioner Paul Isaac and seconded by Commissioner James Manak, the Historic Preservation Commission recommends the Village Board approve the landmark designation for the property located at 671 Prairie Avenue. The motion carried with a vote of eight (8) "Yes," zero (0) "No".

Respectfully submitted,

Andrew Letson  
Planning Intern

Date of Meeting: February 24, 2011

Present: Commissioners Ford, Loftus, Isaac, Kummerer, Wright, Janninck, and Chairman Marks

Absent: Commissioner Salamunovich, Trustee Ladesic and Staff Liaison Letson

Also Present: None

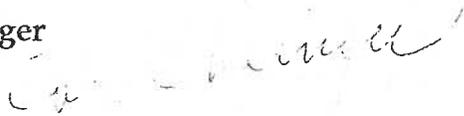


February 2, 2011

Mr. Andrew Leson,

I give the Historic Preservation Commission my approval  
to proceed with the process of establishing landmark designation  
to my home at 671 Prairie Avenue, Glen Ellyn, ILL.

Sincerely,  
Don Ohlinger

A handwritten signature in cursive script, appearing to read "Don Ohlinger", is written over the typed name.

## HISTORIC PRESERVATION COMMISSION MEETING STAFF REPORT

**TO:** Historic Preservation Commission

**FROM:** Staci Hulseberg, Director of Planning & Development   
Andrew Letson, Planning Intern 

**DATE:** February 18, 2011

**SUBJECT:** 671 Prairie Avenue

---

**Historic Designation Planning Report:** This Report is provided in accordance with Section 2-13-5 of the Village Code which requires a report on planning considerations prior to the designation of any structure or object as a Glen Ellyn Landmark.

**Location/Request:** The above-referenced property is located on the east side of Prairie Avenue between Linden Street to the south and Maple Avenue to the north. The property consists of one lot. The current property owners are Don and Joan Ohlinger, who have requested the landmark designation of the property in order to preserve the existing home.

**Existing Structure:** The following historical and architectural details about the home at 671 Prairie Avenue were included in the application submitted by Don and Joan Ohlinger. Built in 1952, the house is an example of a well preserved ranch style house with an inset front porch and an attached garage. The building also has rectangular massing, an attached garage and historic 2/2 horizontal wood windows.

**Relationship to Comprehensive Plan:** The Glen Ellyn Comprehensive Plan designates this parcel for Single-Family Detached Residential use, up to 5 dwelling units per acre. The Comprehensive Plan also states that "...homes...that have historic and/or architectural interest ...add to the charm and character to the community. The Village should consider more formal procedures for recognizing and designating structures and districts with historic value...Property owners should be encouraged to retain and restore historic structures." The designation of the home at 671 Prairie Avenue as a historic landmark would be consistent with the recommendations of the Comprehensive Plan.

**Zoning:** The subject site is located in an R2 Residential District. The property is currently developed with a single-family home. The properties in the surrounding area are also zoned R2 Residential District. The surrounding lots are developed with single-family homes.

**Effect on the Neighborhood:** Due to its historical and architectural value, it is a property that should be appropriately recognized. According to the documents reviewed and the above report, we do not believe that there will be any negative effects on the neighborhood resulting from such a designation.

**Planning Consideration:** A review of the information available in the Village files, the Comprehensive Plan, and the zoning ordinance indicate that the home is appropriate for designation as a Glen Ellyn Landmark for the following reasons:

1. The Comprehensive Plan indicates that historic properties such as 671 Prairie Avenue contribute to the character of Glen Ellyn because of its age, design, and construction.
2. The property is consistent with the zoning classification for the area.
3. The structure is harmonious with the surrounding neighborhood.
4. This structure is largely the same as when originally constructed and it represents a structure from that era. It is an exemplification of an architectural type or style distinguished by innovation, rarity, uniqueness or overall quality of design, detail, materials or craftsmanship.

**Requested Action:** It is requested that the Historic Preservation Commission conduct a public hearing for the requested landmark designation of the home at 671 Prairie Avenue and make a recommendation to the Village Board for approval.

X:\Admin\HistCommission\Landmarks\671 Prairie\671 Prairie Avenue Landmark Report.doc

# Village of GLEN ELLYN

## ILLINOIS URBAN ARCHITECTURAL AND HISTORICAL SURVEY

STREET #

DIRECTION

STREET:

ABB

PIN

LOCAL SIGNIFICANCE RATING

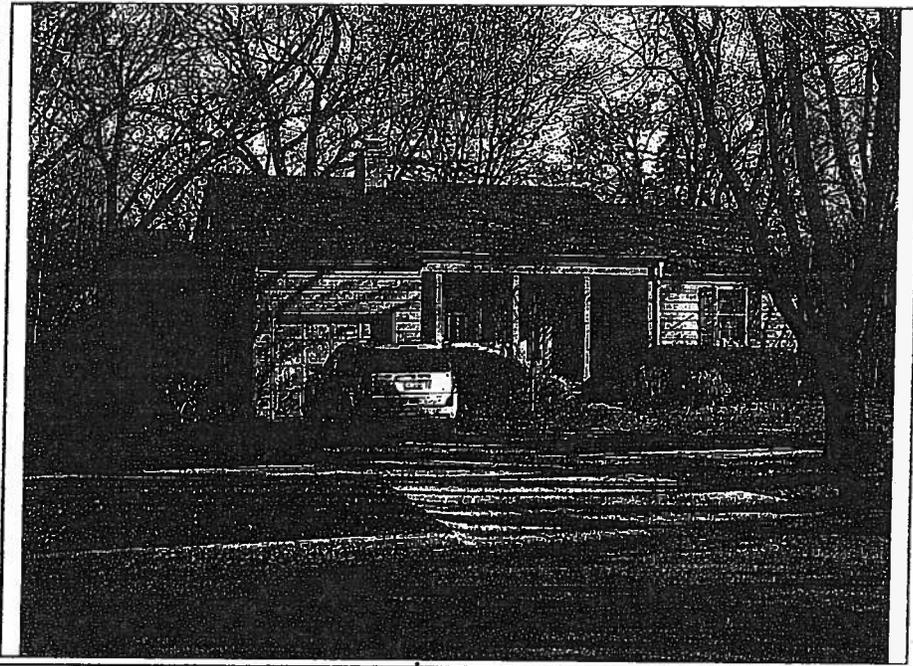
POTENTIAL IND NR? (Y or N)

CRITERIA

Contributing to a NR DISTRICT?

Contributing secondary structure?

Listed on existing SURVEY?



### GENERAL INFORMATION

CATEGORY  CURRENT FUNCTION

CONDITION  HISTORIC FUNCTION

INTEGRITY  REASON for SIGNIFICANCE

SECONDARY STRUCTURE

SECONDARY STRUCTURE

### ARCHITECTURAL DESCRIPTION

ARCHITECTURAL CLASSIFICATION  PLAN

DETAILS  NO OF STORIES

DATE of construction  ROOF TYPE

OTHER YEAR  ROOF MATERIAL

DATESOURCE  FOUNDATION

WALL MATERIAL (current)  PORCH

WALL MATERIAL 2 (current)  WINDOW MATERIAL

WALL MATERIAL (original)  WINDOW MATERIAL

WALL MATERIAL 2 (original)  WINDOW TYPE

WINDOW CONFIG

SIGNIFICANT FEATURES

ALTERATIONS

**HISTORIC INFORMATION**

ISTORIC  
AME

OMMON  
AME

ERMIT NO:

OST

RCHITECT

RCHITECT2

UILDER

PERMITINFO: #2707 (8/1950)--1 story brick and frame Ranch (drawings on microfiche); B5819 (1979)--permits card tagged as "other accessory structures"--could be any addition/alteration; B2461 (1972)--1 story addition and remodeling (\$10,000);

ISTORIC  
INFO

LANDSCAPE Midblock on east side of residential street; front sidewalk; front driveway; similar setbacks; mature trees

**PHOTO INFORMATION**

ROLL1

FRAMES1

ROLL2

FRAMES2

ROLL3

FRAMES3

DIGITAL PHOTO ID

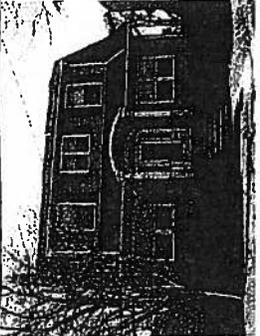
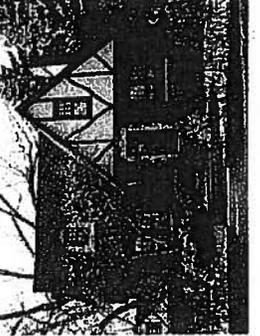
**SURVEY INFORMATION**

PREPARER

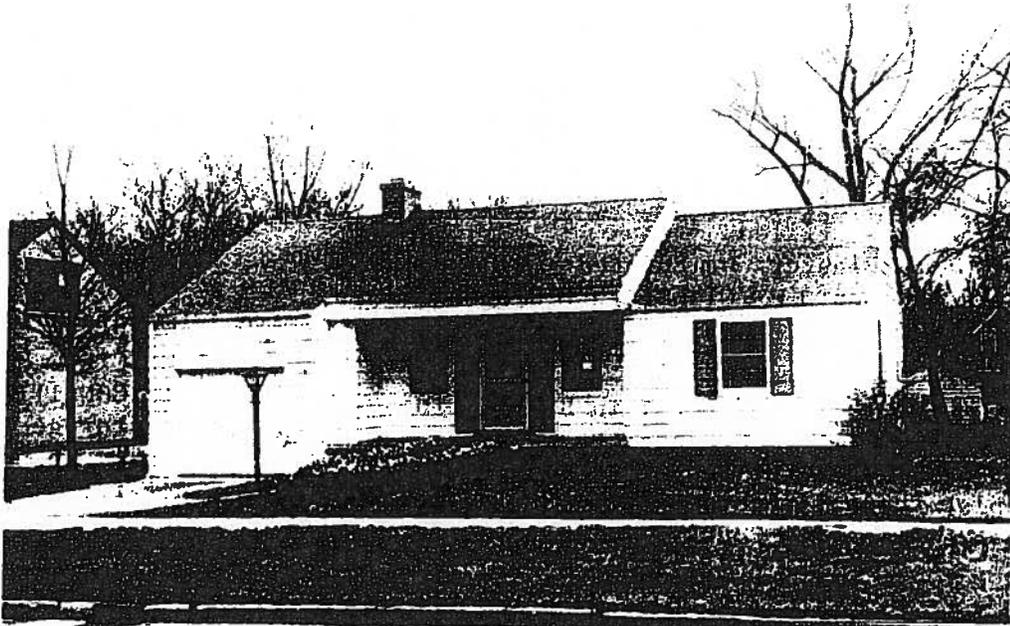
PREPARER ORGANIZATION

SURVEYDATE

SURVEYAREA

	<p>Street number 671</p> <p>Direction Prairie Ave</p> <p>Street Prairie Ave</p> <p>Historic Name Sampson, R. J. House</p> <p>Date 1927</p> <p>Integrity GLEN ELLYN WEST</p> <p>Survey Area GLEN ELLYN WEST</p>	<p>Architect Houlban</p> <p>Style Ranch</p> <p>Details S</p> <p>Rating S</p> <p>Reason for significance Well-preserved example of Ranch type with inset front porch and attached garage.</p> <p>PHOTO Imagid</p>
	<p>Street number 672</p> <p>Direction Prairie Ave</p> <p>Street Prairie Ave</p> <p>Historic Name Sampson, R. J. House</p> <p>Date 1927</p> <p>Integrity GLEN ELLYN WEST</p> <p>Survey Area GLEN ELLYN WEST</p>	<p>Architect</p> <p>Style Dutch Colonial Revival</p> <p>Details PS</p> <p>Rating PS</p> <p>Reason for significance If not for replacement siding, this Dutch Colonial Revival residence would be rated significant.</p> <p>PHOTO Imagid</p>
	<p>Street number 766</p> <p>Direction Prairie Ave</p> <p>Street Prairie Ave</p> <p>Historic Name Mastram House</p> <p>Date 1928</p> <p>Integrity GLEN ELLYN WEST</p> <p>Survey Area GLEN ELLYN WEST</p>	<p>Architect</p> <p>Style Tudor Revival</p> <p>Details PS</p> <p>Rating PS</p> <p>Reason for significance If not for alterations, this Tudor Revival-style house would be rated significant.</p> <p>PHOTO Imagid</p>

Phone VACANT	Name HELD	Location 671 Prairie Avenue, Glen Ellyn, Illinois	# 7-57
Style Ranch	Basement	Yes - Large storage and hobby area	Garage 1 car att.
Construction Frame	1st	2 Bedrooms, Living Room, Kitchen, Bath	\$18,800
Lot Size 75 x 150 feet	2nd		Age 15 yrs
	3rd		ROOMS: 4/2/1



12/28/67  
17

Exclusive Agent: BAIRD & WARNER Don Ursin 469-1855  
 543 Pennsylvania Avenue - Glen Ellyn  
 Owners: HELD, LOUISE C. Phone: VACANT

Location: 671 Prairie Avenue  
 Glen Ellyn, Illinois

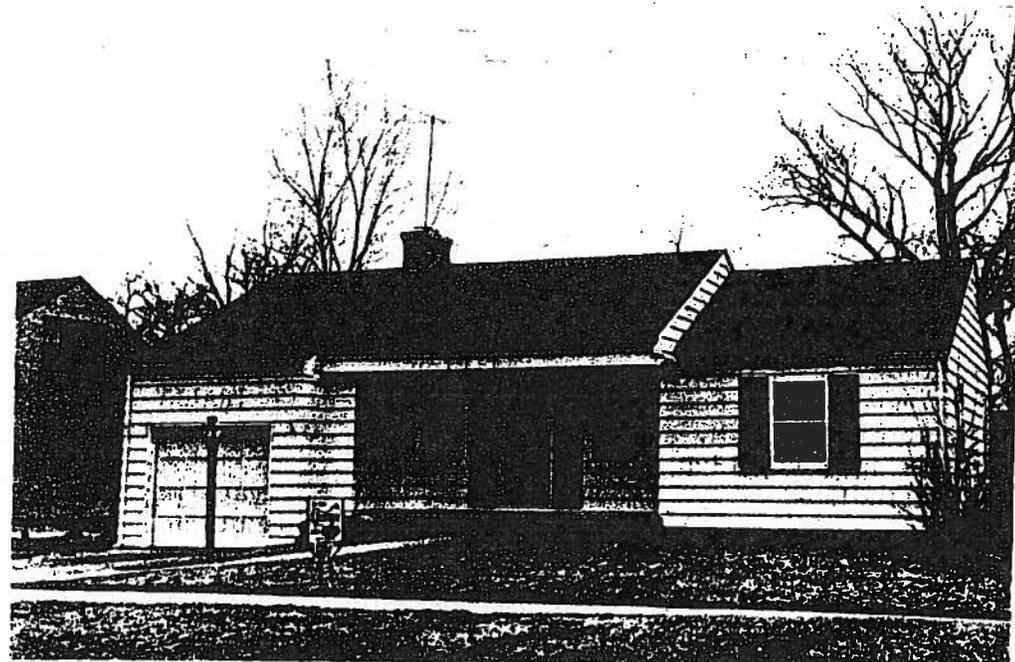
Multiple Listing Service, Inc. This information is considered accurate but we accept no liability for error. The listing may be changed without notice.

7-576	1st Floor	2nd Floor	3rd Floor	(Executrix) Sizes, Details, Descriptions and Extras
B. Rm.	2			14 x 11.4; 11.3 x 10.3
Porch	1			11 x 9; screened, off kitchen
L. Rm.	1			19 x 13.6; with fireplace
D. Rm.				
Kitchen	1			12.5 x 8.9; ceramic tiled walls, birch cabinets, SS sink, exhaust fan.
Closets	Yes			
Bath	1			Tiled
Floors Oak Walls Plaster Trim Painted C & NW 9 blks				
Schools: Gradd Hawthorne J. H. S. Glen Ellyn H. S. Glenbard West				
Mortgage: Existing				
Mortgage Available				
Legal Description: S. 75 ft. of Lot 4 in Blk. 15 in Glen Ellyn Addition to Prospect Park in Sec. 11, T-39-N, R 10, E. of the 3rd PM according to the plat thereof recorded 6/11/1890 as doc. 42867 in Du Page County, Illinois.				
Plat Book Page 47				
Lot Size	75 x 150 feet		Code	D289M Rooms 4/2/1

Style Ranch Age About  
 Construction Frame Insulation Yes  
 Roof Asphalt Shingle Foundation Conc:  
 Storm Sash Wooden Screens Wooden Comb. No  
 Basement: Yes - large storage and hobby area.  
 Heat Electric - all electric home  
 Laundry Tubs Yes Water Village  
 Water Heater Electric Softener Rental  
 Gas No 220 Vt. Outlets 200 Amps Sewer Village  
 Sidewalks Yes Special Wiring Paving Yes  
 Garage 1 car attached Driveway Yes  
 Landscaping Good Keys at Keybox  
 Decorating Fair Taxes \$ 562.12 (66)  
 Tenant Phone  
 Last M.L.S. # \$ Reason for Sale Clear  
 Possession: Immediate Estate  
 Remarks: ALL ELECTRIC HOME!  
 CENTRALLY AIR CONDITIONED. Screened porch. Attic storage through garage. Because property is now in "Probate" buyer may not receive clear title until 12/20/67. "Buyer" may rent the property at \$165/month until clear title is given, or not later than June 15, 1968.

Phone 469 2805	Name	NEALL, John C. and Antoinette M.		#9-529
	Location	671 Prairie Avenue Glen Ellyn		
Style <u>Ranch</u>	Basement	Full - large storage and play area	Garage	Price
Construction <u>Frame</u>	1st	Liv Rm, Kitchen, 2 bedrooms, 1 bath	1 car	
Size 75 x 150	2nd		Age	\$24,250.
	3rd	4/2/1	17 yrs	

MULTIPLE LISTING SERVICE, INC.  
 All information contained in this listing is  
 considered accurate but we accept no lia-  
 bility for error. The listing may be changed  
 without notice.



5/5  
\$21,900

Exclusive Agent: C. BOARDMAN COMPANY (E.D.)		Location: 671 Prairie Avenue Glen Ellyn	
9-529 NEALL, John C. and Antoinette M., his wife Phone: 469 2805			
Floors	1st 2nd 3rd	Sizes, Details, Descriptions and Extras	
B. Rm	2	14 x 11.4 11.3 x 10.3	
PORCH	1	11 x 9 screened	
L. Rm.	1	19 x 13.6 carpeting, new	
D. Rm.		Firepl. Yes	
Kitchen	1	12.5 x 8.9 Stainless Steel sink, Exhaust fan, cabinets	
Closets	5		
Bath	1		
Floors	Oak	Walls	Plstrd Trim C & NW
Schools:	Grade Hawthorne	J. H. S. 5 blks	H. S. 61bd West
Mortgage:	Existing (First Federal - \$16,733 28 yrs remain Mortgage Available 6 3/4 % interest.)		
Legal Description:		Remarks:	
The South 75 feet of Lot 4 in Glen Ellyn Addition to Prospect Park being a sub in Sec 11, Township 39 North, Range 10, East of the 3P.M. according to the plat thereof recorded June 11, 1890 as Document 42867, in DuPage County, Illinois.		*Special wiring - all electric home. CENTRALLY AIRCONDITIONED Attic storage	
Plat Book Page		Mortgage may be assumed \$100.00 assumption fee, payments are now \$159.75 for P., I., T.	
Lot Size	75 x 150	Code	Rooms
		C240	4/2/1

