

Agenda
Village of Glen Ellyn
Village Board Meeting
Monday, July 9, 2012
8:00 p.m. – Galligan Board Room

1. Call to Order
2. Roll Call
3. Pledge of Allegiance to be led by Meghan Higham, representing the Habitat for Humanity.
4. Village Recognition:
 - A. Phyllis Fogel, President of the Wheaton-Glen Ellyn Branch of the American Association of University Women, sent a note of thanks to our Facilities Department for their help with the AAUW book sale and meetings. Staff included Facilities Supervisor Harold Kolze, Maintenance Worker Ed Rosenwinkel, and Custodians Gary Kostal, Brad Davis, and David Fries.
 - B. A letter was received from Milton Township thanking Police Officer James Monson for his presentation and comments on financial crime. The information will be utilized to educate seniors about scams and ID theft.
 - C. Letters of thanks were received from DuPage County Sheriff Zaruba to Sergeant Stephen Smith and Police Officer Andrew Downey for their assistance with a recent Major Crimes Taskforce.
5. Audience Participation
 - A. Administration of Oath of Office to Acting Village Clerk Patricia Underhill by President Pfefferman.
 - B. Proclamation in recognition of the Fourth of July Committee.
 - C. Open:

Members of the public are welcome to speak to any item *not* specifically listed on tonight's agenda for up to three minutes. For those items which are on tonight's agenda, the public will have the opportunity to comment at the time the item is discussed. In either case, please complete the Audience Participation form and turn it in to the Village Clerk.
6. July 1 Storm Event Recap. (*Police Chief Norton and Public Works Director Hansen*)
7. Consent Agenda

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 Cooper*)

A. Village Board Meeting Minutes:

1. June 25, 2012 Special Workshop
2. June 25, 2012 Regular Meeting

B. Total Expenditures (Payroll and Vouchers) - \$1,168,447.33.

The vouchers have been reviewed by Trustee Cooper and by Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

C. Ordinance No. 6052-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 Decrease the Number of Various Permitted Liquor Licenses.

D. Ordinance No. 6053-VC, an Ordinance Amending Chapter 7 of Title 4 (Stormwater and Flood Plain Regulations) of the Village Code of the Village of Glen Ellyn, Illinois, to Adopt the DuPage County Countywide Stormwater and Flood Plain Ordinance as Amended April 12, 2012. (*Planning and Development Director Hulseberg*)

E. Motion to approve the purchase of an easement from the property owners at 725 Riford Road in the amount of \$59,000 in order to install streambank stabilization measures and provide long-term maintenance of the Lake Ellyn Outlet Channel, with funds to be taken from the FY13 Capital Projects Fund. (*Public Works Director Hanse*)*

F. Motion to approve payment in the amount of \$25,000 to the Glen Ellyn Youth & Family Counseling which provides mental health referral support and service access to the Glen Ellyn Police Department. Funds will be taken from the Police FY12/13 Budget. (*Police Chief Norton*)

8. Motion to take from the table and approve Ordinance No. 6039-VC, an Ordinance Amending Chapter Six of Title Seven (Solid Waste Collection and Disposal) of the Village of Glen Ellyn, Illinois. (*Trustee Henninger*)

Assistant to the Village Manager Kristen Schrader will present information on the recommendation to approve the residential solid waste removal base rates and supplemental fees for services provided by Republic Services, Inc. of Elgin, Illinois per the contract that was approved by the Village Board on June 25, 2012.

9. Motion to waive competitive bidding and approve an Agreement for Professional Services with Planning Resources Inc. to provide forestry and tree preservation consulting services to the Public Works and Planning & Development Departments. (*Trustee Ladesic*)

Planning and Development Director Staci Hulseberg will present information on the recommendation to approve an exception to competitive bidding for professional services and award a Forestry and Tree Preservation Consulting Services Contract to Planning Resources Inc. of Wheaton, Illinois.

10. Reminders:

- The next Regular Village Board Workshop scheduled for Monday, July 16, 2012, has been cancelled.
- The next Regular Village Board Meeting is scheduled for Monday, July 23, 2012, with the Workshop beginning at 7:00 p.m. and the Regular Board Meeting beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

11. Other Business?

12. Adjournment

13. Press Conference



A-5B

VILLAGE OF GLEN ELLYN

Proclamation

WHEREAS, the Fourth of July Committee, comprised of volunteers from the Glen Ellyn community, has organized and developed the Fourth of July celebration for many, many years; and

WHEREAS, festivities have included an exciting Boat Regatta, Picnic in the Park, Freedom Four Run, a grand Parade, family activities, and a breathtaking fireworks display; and

WHEREAS, the strong sense of volunteerism exhibited in the Village of Glen Ellyn is the backbone of our community, and a characteristic that sets Glen Ellyn apart as an outstanding municipality comprised of caring individuals, families, and community leaders committed to excellence and service;

NOW, THEREFORE, I, MARK PFEFFERMAN, PRESIDENT OF THE VILLAGE OF GLEN ELLYN, ILLINOIS, do hereby extend the gratitude of the Glen Ellyn Village Board to the Fourth of July Committee and encourage the residents of our Village to recognize and honor those among us who have dedicated their time, energy, and enthusiasm in order to preserve our Village traditions.

Village President

attest:

Acting Village Clerk

Date

A-7A,

Minutes
Special Village Board Workshop
Glen Ellyn Village Board of Trustees
June 25, 2012

Time of Meeting: 6:00 p.m.

Present: President Pfefferman; Trustees Hartweg, Ladesic, Cooper, McGinley, and Friedberg; Village Clerk Connors. Village Attorney Diamond at 6:10p.m. Staff present: Village Manager Franz, Assistant to the Village Manager Schrader, Deputy Police Chief Norton, Village Planner Stegall, Finance Director Wachtel, Recreation Director M. Pekarek, Public Works Director Hansen at 6:23p.m., Golf Course Superintendent C. Pekarek and Director of Golf Vesevick until 7:20p.m., and Administrative Intern Strong.

1. Call to Order

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

2. Village Links Facility Improvements Project Update

President Pfefferman began by commenting that this has been an on-going project at the administration's request. He introduced Recreation Director Matt Pekarek who recognized Recreation Commission members present: Chairman Bonnie Girsch and Commission members Jeff Jordon and Bob Cornwell. He also introduced Recreation Department staff members Chris Pekarek and Jeff Vesevick.

Director Pekarek explained what was added and removed was based on previous Village Board discussions and meetings. In 2011, a master plan was formatted that included two phases. He detailed Phase I with proposed major changes and cost impacts after meeting with design engineers. Changes included adding 3,000 sq. ft. more to the clubhouse and other improvements, but all this increased the overall cost beyond what was originally estimated. Some items were moved from Phase II and included in Phase I. Some Phase II items could be built independently and could be implemented at a later time if funds allowed. The cost of the Master Plan is now at \$7.1 million since this began with the design of the project.

Three budget management tools are being looked at, and it is hoped that bids will be lower than the engineer's estimates. Alternative bids can be investigated as well as asking the Village to assisting in funding. A cash flow back-up plan was developed using cash reserves and assuming continued excess profits. Revenue projections from golf outings and banquet facilities were presented. Director Pekarek indicated that using

borrowed money to pay for the renovation and assuming the revenue projections, the debt would be paid off by 2023.

In response to questions from the Village Board, it is not expected that the course would be closed, but there may be disruption in the use of the driving range. Director Pekarek answered questions from the Village Board clarifying items in his presentation. The Village Board offered comments concerning their support of the project. All present supported the project as presented, but asked that the Capital Improvements Commission review the project's impact on storm water retention on the Village Links.

3. Refuse and Recycling Contract Discussion

Assistant to the Village Manager-Administration Schrader reviewed updated rate recommendations and presented three options. Staff recommended option 1 or 2.

Finance Director Wachtel detailed the recycle amount collected during the last six years. He explained the amount of recycling revenue needed for the proposed length of the contract to offset the estimated cost increase based on the maximum CPI in the contract between the Village and Republic Services.

Assistant to the Village Manager-Administration Schrader responded to Village Board questions concerning proposed \$1.00 cart replacement fee, \$1.45 administration fees and a cart delivery fee. Finance Director Wachtel detailed the cart replacement schedule and the monthly cost to residents that would allow the Solid Waste Fund to be fully funded to replace garbage carts in 2017 and recycle carts in 2021 Village-wide.

Due to time, any further discussion will continue when the item comes up for discussion at the Village Board meeting which immediately follows this meeting.

4. Adjournment

At 7:56 p.m., Trustee Friedberg moved and Trustee Cooper seconded the motion to adjourn to the regular Village Board Meeting in the Galligan Board Room. All voted "Aye." Motion carried. Meeting adjourned.

Respectfully Submitted,

Suzanne R. Connors,
Village Clerk

Minutes
Regular Meeting
Glen Ellyn Village Board of Trustees
Monday, June 25, 2012

A-7A₂

Call to Order

Village President Pfefferman called the meeting to order at 8:03 p.m.

Roll Call

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

Pledge of Allegiance

Pledge of Allegiance was led by Police Chief Phil Norton. He then shared information about a fund raising activity Police Department members are holding in conjunction with Leslie Car Wash on July 7 from 8:00a.m. to 3:00p.m. to benefit the Special Olympics. Police Officers will dry cars for tips and donate the money to the Special Olympics.

Village Recognition:

- A. A resident called to thank the Village for providing Emerald Ash Borer treatment for his two parkway trees; they are over 35 years old and he is glad they will be around a little longer.
- B. A grateful resident offered his thanks to Public Works Director Hansen for turning in a wallet which the resident had lost.
- C. Faith Lutheran Church sent a note of thanks to the Public Works Department for their help with a maintenance problem. The assistance of Utilities Inspector Bill Miller was especially appreciated.
- D. Sam Fernald, an extended seasonal employee at the Public Works Department, has been awarded a 2012 Scholarship from the American Public Works Association to attend classes at the College of DuPage. He was honored at the Suburban Branch Scholarship Banquet held June 19th.
- E. The Village Board and Management Team congratulates the following employees who recently celebrated an anniversary as a Village employee:

Irene Licko	Police Department	5 Years
Rebecca Resendiz	Police Department	5 Years
Michael Zitzka	Public Works	15 Years

Audience Participation

No one wished to speak on an item not listed on the agenda.

Consent Agenda

Village Manager Franz presented the Consent Agenda. Village President Pfefferman called for questions and/or discussion of the items on the consent Agenda.

A. **Village Board Meeting Minutes:**

1. June 11, 2012 Regular Workshop
2. June 11, 2012 Regular Meeting
3. June 18, 2012 Regular Workshop

B. **Total Expenditures (Payroll and Vouchers) - \$1,315,453.37.**

The vouchers have been reviewed by Trustee McGinley and by Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

C. **Ordinance No. 6040**, an Ordinance of the Village of Glen Ellyn, DuPage County, Illinois Ascertaining the **Prevailing Rate of Wages** for Laborers, Workmen, and Mechanics Employed by Contractors Performing Public Works for the Village.

D. **Ordinance No. 6041-VC**, an Ordinance **Providing Uniformity in Board and Commission Appointments** for the Village of Glen Ellyn, Illinois. A question was raised as to whether a new Village President would be in office long enough to form an opinion to make appointments so soon after taking office. President Pfefferman responded that he thought that any new president would be able to do so since the process begins prior to the new president taking office and continues after the swearing in of a new president. Attorney Diamond explained that the appointment process takes about three months.

E. Approval of requests to **rezone four Village-owned properties** located at Historic Stacy's Corners and a **text amendment to add "Historical Facility"** to the list of permitted uses in the C2 Community Commercial Zoning District:

1. **Ordinance No. 6042**, an Ordinance Granting Approval of **Zoning Map Amendments** for 553 Geneva Road, 557 Geneva Road, and 825 N. Main Street Generally Located at the Southeast and Southwest Corners of Main Street and St. Charles Road.
2. **Ordinance No. 6043**, an Ordinance Approving **Text Amendments** to Sections 10-2-2 and 10-4-14(A) of the Glen Ellyn Zoning Code to Create a Definition for "Historical Facility" and to Add it to the List of Permitted Uses in the C2 Community Commercial Zoning District.

Village Planner Michelle Stegall clarified the definitions concerning Historical Facility in commercial districts.

F. **Ordinance No. 6044**, an Ordinance Approving a Variation from the Corner Side Yard Setback Requirements of the Zoning Code to Allow a New Single Family Residence for Property at **621 Duane Street**.

- G. **Ordinance No. 6045**, an Ordinance Approving a Variation from the Side Yard Setback Requirements of the Zoning Code to Allow an Attached Garage Addition for Property at **703 Hillside Avenue**.
- H. **Hydrologic and hydraulic study for Lake Ellyn:**
1. **Increase the appropriation** for engineering services associated with the Lake Ellyn Hydrologic and Hydraulic Study performed by RHMG Engineers in the amount of \$25,951, for a revised total appropriation of \$82,451 to be expensed to the FY13 Capital Projects Fund.
 2. **Approve Amendment No. 1** to the engineering services agreement with RHMG Engineers for engineering study expenses for the Lake Ellyn Hydrologic and Hydraulic study in the amount of \$31,021 resulting in a total, not-to-exceed fee of \$82,451 for the work.
- I. **Ordinance No. 6046**, an Ordinance **Amending the Budget** of the Village of Glen Ellyn for the Fiscal Year Ending April 30, 2012 to Provide Funds for Various Additional Expenditures.
- J. **Ordinance No. 6047**, an Ordinance **Amending the Budget** of the Village of Glen Ellyn for the Fiscal Year Ending April 30, 2013 to Provide Funds for Prior Year Projects, Encumbrances and Capital Improvements.
- K. **Approve Change Order No. 2** in the amount of \$21,000 with Water Well Solutions of Elburn, Illinois for the **Well No. 6 Testing and Liner Installation Project**. The Village Board asked why wells need work when the Village receives Lake Michigan water. Public Works Director Hansen explained that this is one of two back up wells the Village maintains for emergencies. It needed to be lowered to bring the high quality water Glen Ellyn would need. He introduced Utilities Superintendent Bob Greenberg who gave the well's history; what was done in the last few years; what went wrong; and the repairs that will now be made. He detailed the tests that were performed. The pump is at 150', but the shaft is deeper.
- L. **Ordinance No. 6048**, an Ordinance Approving a Renewed Cable Television Franchise Agreement between the Village of Glen Ellyn, Illinois and **Comcast of Illinois, V, Inc.**

Trustee McGinley moved and Trustee Hartweg seconded the motion that all items be considered routine business by the Village Board and be approved in a single vote.

Upon roll call Trustees McGinley, Hartweg, Cooper, Friedberg and Ladesic voted "Aye."
Motion carried.

Annexation Agreements – 22W600 Butterfield Road and 3S020 Park Boulevard

Village Planner Michele Stegall presented information on the requests of School District 89 and the Village Theatre Guild, owners of property located at 22W600 Butterfield Road and 3S020 Park Boulevard, to enter into annexation agreements with the Village of Glen Ellyn. As part of the request the petitioners are also requested approval of a Zoning Map

Amendment to allow for future C2 Community Commercial District zoning of the properties upon annexation to Glen Ellyn. The annexation agreements will allow the two properties to continue to receive Glen Ellyn services. These are pre-annexation agreements wherein the owners of the properties agree to be annexed when they become contiguous. She gave highlights of the agreements.

- A. **Public Hearing** regarding proposed annexation agreements for properties located at 22W600 Butterfield Road and 3S020 Park Boulevard. Trustee Friedberg moved and Trustee Ladesic seconded the motion to open the Public Hearing. All present voted, "aye." Motion carried.

Planner Stegall explained the areas nearby that have annexation agreements with the Village. She explained how Village services reach the proposed two proposed properties. There was discussion about the need for sidewalks around schools. District 89 Superintendent John Perdue spoke to thank all involved.

Trustee Friedberg moved and Trustee Ladesic seconded the motion to close the Public Hearing. All present voted, "aye." Motion carried.

- B. Trustee Friedberg moved and Trustee Ladesic seconded the motion that **Ordinance No. 6049** be passed, an Ordinance Approving **Annexation Agreements** for Two Properties Located at the Northwest Corner of Butterfield Road and Park Boulevard Commonly Known as 22W600 Butterfield Road and 3S020 Park Boulevard.

Upon Roll Call, President Pfefferman, Trustees Friedberg, Ladesic, McGinley, Cooper, and Hartweg voted, "aye." Motion carried.

- C. Trustee Friedberg moved and Trustee Ladesic seconded the motion that **Ordinance No. 6050** be passed, an Ordinance Approving a **Zoning Map Amendment** for Two Properties Located at the Northwest Corner of Butterfield Road and Park Boulevard Commonly Known as 22W600 Butterfield Road and 3S020 Park Boulevard.

Upon Roll Call, Trustees Friedberg, Ladesic, Cooper, McGinley and Hartweg voted, "aye." Motion carried.

At the request of the Village Board, the last two items on the Agenda were changed. Item #8 (Residential Solid Waste Contract) was rescheduled to follow Item #9 (Cottage Avenue Water Tower)

Cottage Avenue Water Tower

Village Planner Michele Stegall presented information on the request of Goodman Networks for New Wireless PCS, LLC, lessee of the Cottage Avenue Water Tower for approval of an amendment to the Special Use Permit approved on March 22, 1999 and a revised license agreement with the Village. The Special Use Permit would allow 6' tall antennae to replace 2' tall ones. Planner Stegall detailed the location of the old and proposed new antennae. The Plan Commission reviewed the request and recommended approval by a vote of 9-0.

Steve Polla, AT&T's nationwide representative spoke about the purpose of the new antennae and illustrated the difference in equipment supported by the old antennae on the water tower.

Discussion followed concerning the amount of money the Village receives for allowing antennae to be placed on property it owns and what other municipalities surveyed receive. Each Village Board member commented on their thoughts concerning the number and signage on water towers and other places in the Village.

Trustee Friedberg moved and Trustee McGinley seconded the motion that **Ordinance No. 6051** be passed, an Ordinance **Amending the Special Use Permit** Previously Approved by Ordinance 4692 to Allow AT&T to Remove and Replace its Existing Antennae Located on the Cottage Avenue Water Tower Located at 439-447 Cottage Avenue.

Trustee discussion ensued regarding the best location for cellular antenna in the Village and whether adding more and/or larger antennae to the water towers is in the best interest of Village residents.

Upon Roll Call, Trustees Friedberg, McGinley, Cooper and Hartweg voted, "aye." Trustee Ladesic voted, "no." Motion carried.

Trustee Friedberg moved and Trustee McGinley seconded a **Motion to approve a second amendment to the license agreement** with New Cingular Wireless PCS, LLC (formerly known as AT&T Wireless PCS, LLC) approved on June 28, 1999 and amended on February 23, 2004 to allow the removal and replacement of AT&T's existing nine antenna located around the stem of the Cottage Avenue water tower with twelve new antennae.

Upon Roll Call, Trustees Friedberg, McGinley, Cooper and Hartweg voted, "aye." Trustee Ladesic voted, "no." Motion carried.

Residential Solid Waste Contract

Trustee Cooper moved and Trustee Ladesic seconded a **Motion to take from the table** and approve a contract for the Village's residential solid waste removal services with Republic Services, Inc. of Elgin, Illinois beginning August 1, 2012, to be expensed to the Village's Solid Waste Fund.

Kristen Schrader, Assistant to the Village Manager-Administration, presented information on a proposed contract with Republic Services, Inc. for residential solid waste collection of the Village's approximately 7,200 single-family and duplex households. She detailed the options with the proposed rates. Staff recommended the five year contract renewable annually after three years; each year's increase would be subject the CPI with a cap of 4.5%; and the Village would retain 100% of recyclable revenue.

Tim Lintner, Republic Services answered questions from the Village Board who noticed the 8% increase in the newly proposed contract. In response to the Village Board's discussion regarding bundling the contract with other municipalities, Mr. Lintner spoke of the disadvantages and of the only one instance of which he knew.

Trustee Cooper moved and Trustee Friedberg seconded the **Motion to Amend a Motion to Approve a Contract for the Village's Residential Solid Waste Removal Services** with Republic Services, Inc. of Elgin, Illinois beginning August 1, 2012, to be expensed to the Village's Solid Waste Fund to incorporate terms discussed in open session.

Upon Roll Call, Trustee Cooper, Friedberg, Hartweg, Ladesic and McGinley voted, "Aye." Amended motion carried.

The Village Board discussed and commented on the proposed administration service fee, cart replacement fee, branch and brush fee and clean sweep. Assistant to the Village Administrator-Administration Schrader will report further to the Village Board with more information. An ordinance reflecting the Village Board's contract approval will be prepared for the next Village Board meeting.

Reminders:

- The Cardboard Regatta will be held Saturday, June 30, at noon at Lake Ellyn.
- Village offices will be closed on Wednesday, July 4, 2012 in observance of Independence Day.
- The next Regular Village Board Meeting is scheduled for Monday, July 9, 2012, with the Workshop beginning at 7:00 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 7:00 p.m. pre-Board meeting scheduled for July 9, 2012 will adjourn immediately to an Executive Session. The Executive Session will adjourn to the Regular Village Board meeting at 8:00 p.m.

Adjournment

At 10:17 p.m. Trustee Cooper moved and Trustee McGinley motioned to adjourn the meeting.

Upon roll call, Trustees Cooper, McGinley, Friedberg, Hartweg, and Ladesic, voted "Aye." Motion carried. Meeting adjourned.

Respectfully submitted,

Suzanne R. Connors,
Village Clerk

MEMORANDUM

A-7c

TO: Mark Franz, Village Manager *zf*

FROM: Danamarie Izzo – Assistant to the Village Manager - HR *D.I.*
Patti Underhill – Administrative Services Coordinator *Paul*

DATE: July 3, 2012

RE: Liquor Control Code Ordinance



Background

All liquor licenses in the Village of Glen Ellyn expire June 30th. During this renewal process, businesses are given the opportunity to renew or decline their liquor license(s). There were several changes/decreases, to the number and types of permitted liquor licenses in the Village during the recent renewal period. When these changes occur, it is necessary to update the Village Code.

- A-2 Qdoba - did not renew
- Wingstop - did not renew
- A-3 COD CHC - under County Jurisdiction
- C-1 Winestyles - business closed
- N-1 Winestyles - business closed
- O McAninch - under County Jurisdiction

Recommendation

Adoption of the ordinance

Action Requested

Adoption of the ordinance

Attachment

Ordinance

Ordinance No. _____ - 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 Decrease the Number of Various Permitted Liquor Licenses**

Whereas, the Village of Glen Ellyn is an Illinois home rule municipal corporation; and

Whereas, the Village, pursuant to the Illinois Liquor Control Act, 235 ILCS 5/1-1 et seq., and its home rule powers, has established various classes of liquor licenses for the retail sale of alcoholic liquor in the Village and the number of permitted licenses within each class, as set forth in Chapter 19 of Title 3 (Liquor Control Code) of the Village Code of the Village of Glen Ellyn; and

Whereas, the President and Board of Trustees of the Village of Glen Ellyn deem it to be in the best interest of the Village to periodically review and update the liquor control ordinance of the Village as well as to, when appropriate, change the number of permitted liquor licenses in various classifications; and

Whereas, the President and Board of Trustees have determined that it is in the best interest of the Village to decrease by two the number of permitted Class A-2 liquor licenses, to reflect the decision to decline renewal of the liquor licenses for Qdoba Mexican Grill, 587-589 Roosevelt Road and Wing Stop, 545 Roosevelt Road; decrease by one the number of permitted Class A-3 liquor licenses; the College of DuPage Culinary & Hospitality Center is now under the jurisdiction of DuPage County; to decrease by one the number of permitted Class C-1 and N liquor licenses, to reflect the closing of Winestyles located at 715 Roosevelt Road; to decrease by one the number of Class-O liquor licenses, the McAninch Arts Center is now under the jurisdiction of DuPage County; 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 findings of fact and conclusions set forth hereinabove are hereby adopted by the President and Board of Trustees as the findings of fact and conclusions of the corporate authorities of the Village of Glen Ellyn.

Section Two: Chapter 19 of Title 3, Section 12 of the Glen Ellyn Village Code (Liquor Control Code) is hereby amended so that reference within this Section shall henceforth read as follows:

Class A-2 - no more than 2

Class A-3 - none currently permitted

Class C-1 - no more than 9

Class N - none currently permitted

Class O - none currently permitted

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 _____.

Ayes:

Nays:

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois, this _____ day of _____.

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____)

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Village of Glen Ellyn

Ordinance No. _____ - 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 Decrease the Number of Various Permitted Liquor Licenses**

**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_____

MEMORANDUM

TO: Mark Franz, Village Manager

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

DATE: July 3, 2012

RE: Stormwater Ordinance Update



Background. On April 25, 2012, DuPage County adopted a comprehensive update to the Countywide Stormwater and Floodplain Ordinance. A power point presentation summarizing some of the major changes to the Ordinance is attached. Two of the more significant changes include the way required detention is calculated and the terminology used in the Ordinance.

With the update, required detention will now be based on the net increase of new impervious area. This is a welcome change as detention was previously based on "disturbed area" regardless of whether or not the area was changing from pervious to impervious or vice versa. This change should free up more land for commercial development, particularly along already developed corridors such as Roosevelt Road, and support economic development.

The Code also eliminates all references to a stormwater "permit". Instead, upon approval of a stormwater plan, applicants will now receive a stormwater "certification". This change was made in order to alleviate any confusion that may have led some individuals to believe they could begin work upon receiving a stormwater permit when a building permit had not yet been issued.

Municipalities in DuPage County are required to adopt the new ordinance by July 25, 2012. Communities may also adopt local amendments to the Ordinance provided that the amendments are more restrictive. Four primary amendments to the Ordinance are proposed. The proposed amendments are summarized on the attached table. As part of the update, the County also approved 12 general certifications which the Village may choose to use. The general certifications are intended to expedite the stormwater review process for certain projects and reduce the required submittal materials.

Plan Commission Recommendation. At the June 14, 2012 Plan Commission meeting, Village engineering consultant Bill McGurr provided a brief overview of the updated Ordinance and the Commission reviewed the proposed local amendments and general certifications. By a unanimous vote of 10-0, the Commission recommended that the Village Board adopt the revised Ordinance with the local amendments as proposed. The Commission also recommended that the Village adopt and begin using all 12 general certifications.

Village Board Action. The Village must adopt the updated DuPage County Countywide Stormwater and Floodplain Ordinance along with any local amendments deemed appropriate. A draft Ordinance adopting the updated Stormwater and Floodplain Ordinance and those local amendments recommended by the Plan Commission is attached. No action needs to be taken by

the Village Board on the general certifications and staff plans to begin using these upon adoption of the updated Ordinance.

Attachments.

- Summary Table of Proposed Local Amendments
- Power Point Summarizing Changes
- General Certifications
- Draft Minutes from June 14, 2012 Plan Commission meeting
- Draft Ordinance Adopting Update and Local Amendments

Cc: Joe Kvapil, Building and Zoning Official
Bill McGurr, Village Engineering Consultant

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Current vs. Proposed Stormwater Ordinances

Subject	Countywide Ordinance		Village Modifications	
	Current	Proposed	Current	Suggested
Minimum Area Requiring Permit/ (now) Certification	Any Work in Special Management Areas or 5,000 SF of disturbance	Any Work in Special Management Areas or 2,500 SF net new impervious or 5,000 SF construction disturbance	Reduces disturbance area to 1,500 SF	Reduce net new impervious to 1,500 SF and disturbance area to 1,500 SF
Design Criteria for Stormwater Storage Facilities	None	None	Design Criteria listed in amended Section 15.114.8 Subsections g thru i	Design Criteria listed in amended Section 15-72.E Subsections 1 thru 3
Floodproofing for Structures outside the boundaries of floodplain	Elevated or floodproofed to BFE + 1 foot	No regulation	Elevated or floodproofed to BFE + 2 feet, include residential structures w/i 30 feet of stormwater storage facilities	Elevated or floodproofed to FPE (old BFE +1) to include all structures w/i 30 feet floodplain boundary
Structures within the boundaries of floodplain	Elevated or floodproofed to BFE + 1 foot	Elevated or floodproofed to FPE (old BFE + 1 foot) Residential structures lowest usable flood shall be at the FPE or higher.	Elevated or floodproofed to BFE + 2 feet, including residential structures w/i 30 feet of stormwater storage facilities	The Flood Protection Elevation (FPE) is the BFE +2 feet for residential structures and is proposed to be the BFE +1 foot for non-residential structures (previously BFE +2 for nonresidential structures). For residential structures with thirty feet of a stormwater storage facility the FPE is the design high water elevation for the stormwater storage facility plus two feet.

DuPage County Ordinance Revisions



PRESENTED BY

**STORMWATER
MANAGEMENT**

MAY 11, 2012



Intent



- To amend the Stormwater Ordinance to provide the structure to better meet local, state, and federal stormwater regulations, while optimizing the requirements for new development, re-developments, and existing developments so DuPage County may remain competitive in maintaining/attracting business while preserving the high standard of flood control and environmental protection for all County residents

Background



- Contract to proceed with revisions approved by County Board June 9, 2009
- Public meeting
- Meeting with Forest Preserve
- National Ordinance review
- Municipal Engineers Meeting Group
- Steering Committee consisting of staff and municipal members
- Meetings with Stormwater Management Committee
- Website and blog to maximize public outreach
 - ec.dupageco.org/stormwaterupdate

Background (Cont.)

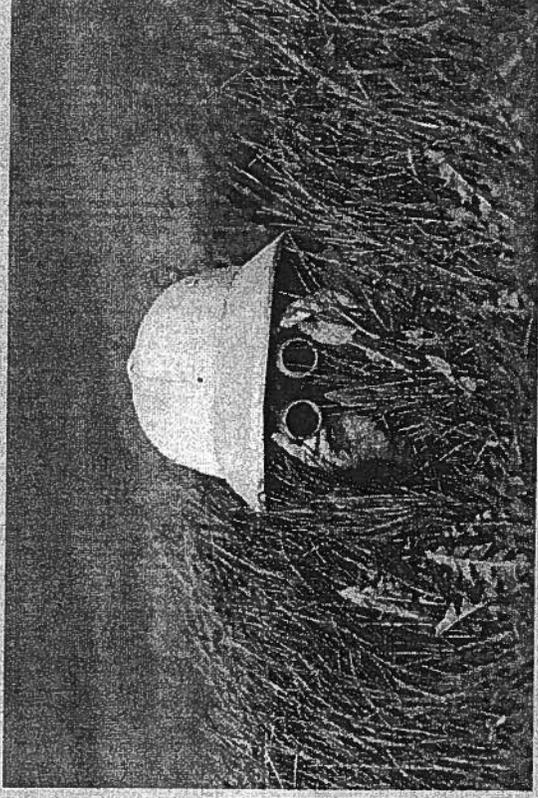


- 60-Day Public Comment period from January 4, 2011 through March 4, 2011
 - 45 separate sources submitted written comments
- 45-Day Public Comment period from September 6, 2011 through October 20, 2011
 - 20 sources submitted written comments
- Final draft approved by DuPage County Board April 24, 2012
- Final version effective April 25, 2012

Involvement



- Maximize engagement from federal, state, and local government agencies, local municipalities, the DuPage Mayors and Managers Conference, private sector professionals, the development community, County residents, and anyone else that wanted to provide input into the process



Highlights



- Provides alternate methods to review and approve applications for permits by reducing submittal requirements under special circumstances through General Certifications and Letters of Permission.
- Thresholds for providing stormwater runoff facilities is changed from a zoning based system to a system that recognizes the change in impervious areas on a site over time.
- Volume control BMPs are now required on development sites to promote runoff reduction, groundwater recharge, water quality.
- Limitations on flood plain modeling regulations to reduce submittal requirements.

Highlights (Cont.)



- Flood plain regulations adjusted to allow for additional types of development within the flood plain (sheds, detached garages, etc.).
- Consolidating requirements for riparian mitigation into the requirements of wetland buffers.
- Amending the thresholds for post construction best management practices (PCBMP) to correlate directly with changes in impervious area on the development site.
- Recognizing additional special cases of development that may be eligible for reduced submittal requirements.

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Articles with Minimal Changes



- Article 1: Authority and Purpose
- Article 13: Fee-in-Lieu
- Article 14: Prohibited Acts/Enforcement/Penalties
- Article 15: Appeals
- Article 16: Variances
- Article 17: Waiver Communities
- Article 18: Miscellaneous Provisions

Article II: Administration



- **Municipal Engineers Group (MEG)**
 - Formal portion of the Municipal Engineers Meeting Group
 - Purpose will be to provide advisory input to the Director for representation of communities on technical matter related to the Ordinance
 - Will adopt their own bylaws
 - Voting may apply to decisions
 - Summaries of discussions will be kept of meetings
- **Certifications and County Authorization**
- **Definitions moved to Appendix A**

Article III: General Provisions

- General Stormwater and Flood Plain Requirements. The following general stormwater and flood plain requirements shall apply to all development.
 - ✦ Development shall not:
 - Result in unreasonable new or additional expense to any person other than the developer for flood protection or for lost environmental stream uses and functions attributable to the development; nor
 - Unreasonably increase flood elevations or decrease flood conveyance capacity upstream or downstream of the area under the ownership or control of the developer; nor
 - Pose any unreasonable new or additional increase in flood velocity or impairment of the hydrologic and hydraulic functions of streams and flood plains unless a watershed benefit is realized; nor
 - Violate any provision of this Ordinance or any applicable Waiver Community Ordinance either during or after construction; nor
 - Unreasonably or unnecessarily degrade surface or ground water quality.

Article III: General Provisions (Cont.)

- Site runoff storage and compensatory storage facilities shall be either constructed before or concurrently with general construction. The facilities shall be functional prior to or concurrent with any building construction that increases a site's total impervious area.
- Building Protection Standards
 - All usable space in new buildings or added to existing buildings, shall be elevated, floodproofed, or otherwise protected to at least one foot above the design elevation to prevent the entry of surface stormwater.

Article IV: Stormwater Management Certification

• When a stormwater management certification is required

- Flood plain, wetland, buffers present
- $> = 2,500$ SF of net new impervious
- $> = 5,000$ SF of land disturbance....

• Letters of Permission

- Minor developments
 - ✦ 3 acres or less
 - ✦ $< = 2,500$ SF of net new impervious or no stormwater runoff facilities required with permission
- No flood plain, wetland, or buffers present

Article IV (Cont.)



- **General Certifications**
 - Act as the Stormwater Certification
 - Intended to reduce submittal requirements, design cost, and review time
 - ✦ Construction of Accessory Structures in a Flood Plain
 - ✦ Construction of Utilities
 - ✦ Etc... 12 adopted on April 24, 2012
- **Datum**
 - North American Vertical Datum of 1988 (NAVD 88)
 - Clearly establish in submittals (Flood Plain and Modeling)
- **Special Cases of Development**
 - Roadway, Bridge and Culvert, Streambank, etc.

Article V: Certification Submittals



- Minimum Submittal Requirements
- Record Drawings
- Documentation
- Wetland, Buffer
- PCBMP
- SESC
- Flood Plain

Article VI: Performance Security and Easements



- Easements no longer required over wetlands or buffers for most individual parcels in lieu of recording notes against titles
- Temporary easements required to access the development site to perform or complete any act or work the developer is required to do.
- Securities not required for government development
- Securities required for SESC, development, native vegetation

Article VIII: Post Construction Best Management Practices



- The term PCBMPs includes VCBMPs
- VCBMPs and PCBMPs are required when the applicant proposes to add 2,500 square feet or more of net new impervious area as compared to the pre-development site.

Common Exemptions from all BMPs



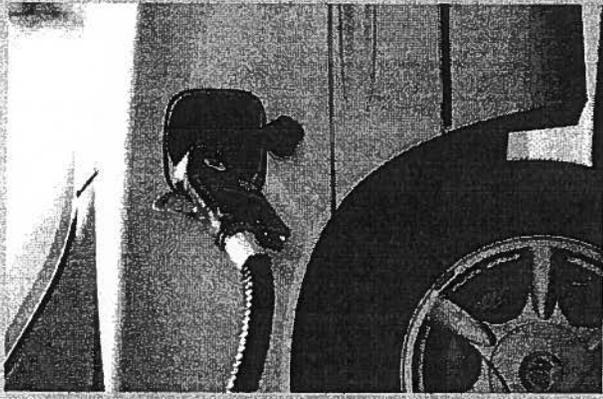
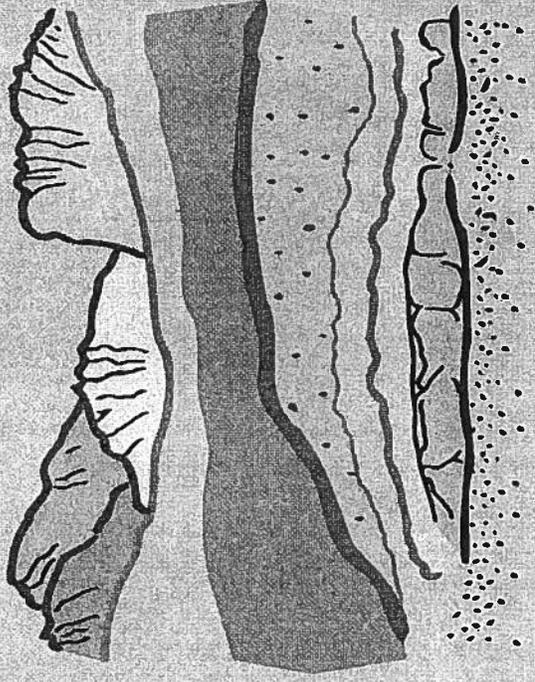
The development is limited to.....

- Resurfacing or reconstructing a roadway with 2,500 square feet or less per 1/4 mile
- Bridge or culvert replacement
- Flood or stormwater control facility
- Ecological restoration or streambank stabilization
- Path no wider than 16 feet (including shoulder) constructed for general public use
- Water or sewer improvement
- Underground or overhead utility conduit or line

Common Exemptions from Volume Control

The development includes...

- Fueling and vehicle maintenance area
- Soils are in Hydrologic subgroup A
- Groundwater table is within 2 feet of the surface



Uncommon Exemptions from Volume Control

- A commercial, industrial, or institutional development within 400 feet of a known community water system well
- USEPA or IEPA has identified contaminants of concern in the soil where infiltration may occur



Article IX: Site Runoff Conveyance



- Stormwater Facilities draining over 5 acres must use event hydrograph methods
- Use ISWS Bulletin 71
- Trib Area > 100 acres use critical duration analysis

Article IX: Site Runoff Storage



- Required if based on Total Impervious Area (TIA) of the site
 - Increases by 25,000 SF of net new impervious area
 - Additional exemptions and exclusions listed in Ordinance
- “Open Space Development” or “Roadway” projects only if they will increase discharges after development and only enough to maintain pre-project discharge rates (Site Runoff Storage Special).

Article IX: Site Runoff Storage

- Special Cases of Development: Exemptions to “Site Runoff Storage” or “Site Runoff Storage, Special”
 - Bridge and Culvert Modification, Repair or Replacement
 - Streambank Stabilization
 - Natural Area Restoration
 - Wetland Mitigation Sites or Banks.
 - Trails, Bikeways & Walkways
 - Water & Sewer Improvement and All Underground Utilities

Article IX: Calculating Runoff Storage



- Limits of Grading and Land Cover Disturbance
- NRCS Curve Number
- ISWS Bulletin 71 Rainfall Depth, 100 Yr 24 Hr
- Release Rate of 0.1 cfs/Acre of Disturbed Area
- Sites < 5 acres can use NIPC Nomograph (where applicable)
- Sites > 5 acres require event hydrograph
 - Volume can be reduced if Volume Control BMP used

Article X: Floodplain Management



- General Performance Standards
 - No adverse hydraulic impact upstream or downstream from development in the floodplain
 - Removal, Replacement, or Modification of Stormwater Facilities that has an adverse hydraulic impact shall provide a watershed benefit
 - Development Exceptions to H&H Modeling 15-81.A.3

Article X: Floodplain Management



- Compensatory Storage Based on Regulatory Model
- Low Opening Base Flood Elevation (BFE) is higher of:
 - Current Regulatory Profile; or
 - Elevations Established and Published by Director
 - If neither is available, the BFE shall be determined using FEMA-accepted models and methodology
- Flood Protection Elevation (FPE) is the BFE plus one foot of freeboard
- New Permanent Parking Lots Max Depth 1 Foot during Base Flood; Require Signs when below BFE

Article X: Floodway



- **Only Appropriate Uses Allowed in Floodway**
 - Listed in 15-82.A
 - Examples: Utilities, Flood control structures, bridges, culverts
- **H&H Modeling for Proposed Floodway Impacts**
- **Preserve Floodway conveyance without increases to 100 year flood elevations, flows, or velocity**
 - **UNLESS** increases are contained in public flood easement and a watershed benefit is provided
 - Increases of 0.1 feet or less for bridge or culverts is allowable, in accordance with IDNR-OWR Part 3700 and 3708 rules

Article X: Floodway



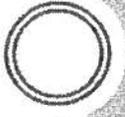
- County has delegation from IDNR-OWR for certain floodway developments
 - Must still apply to IDNR-OWR for delegation to County
 - Exceptions to delegated authority listed in 15-82G

Article X: Compensatory Storage



- Required for fill above grade in floodplain
- 1.5 times volume displaced
 - 1.0 times in 0-10-yr and 10-100-yr increments
 - Remaining 0.5 times in any increment

Comp Storage Exceptions



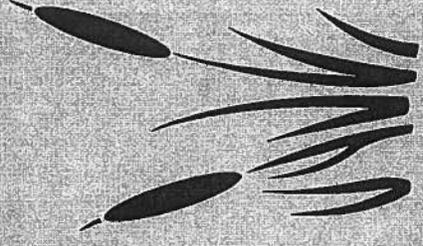
- No comp storage if: no regulatory floodway and less than 640 acres tributary AND
 - X-Sectional Floodplain Area not reduced by more than 0.5% at any X-Section throughout the site
 - OR Total Fill Volume < 200 ft³
- 1:1 Comp Storage Required For:
 - Channel Modifications
 - Public Roadway Developments

Article XI: Wetlands



A REMINDER

- All wetlands on or within 100 feet of the property must be identified.
- Wetland boundaries that have been delineated and verified are valid for 2 years.

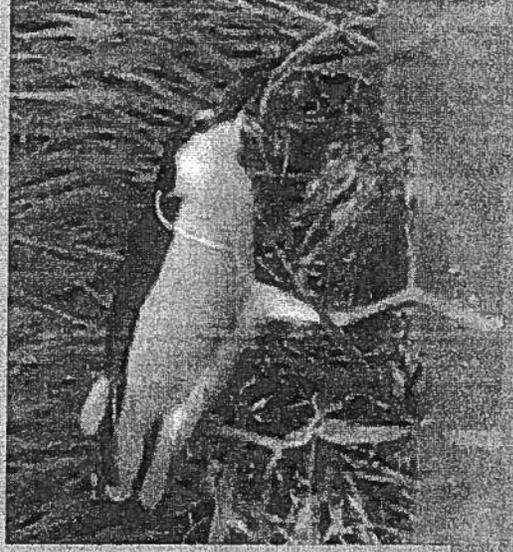
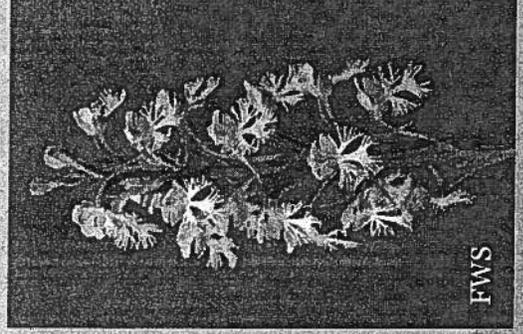
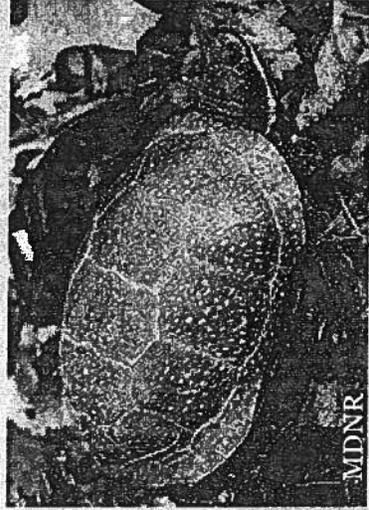


Article XI: Wetlands (Cont.)



IS THE WETLAND CRITICAL?

- MDNR (updated form): score 5 or higher
- FQI and mean C- Value: FQI >20 or C- Value >3.5
- IDNR/USFWS known Threatened or Endangered species
- Noted as critical on the DuPage County wetland map



Article XI: Wetlands (cont.)



IMPACTS

Wetlands that meet all of the following conditions, DO NOT require an Alternatives Analysis or Wetland Mitigation:

1. Total impact is less than 0.1 acres;
2. Wetland is regulatory;
3. Wetland is less than 0.1 acre in size;
4. Wetland is not jurisdictional as determined by USACE;
5. Wetland does not extend off-site;
6. Wetland is not a mitigation area; and
7. Impact is necessary to meet the basic project purpose.

All other wetland impact scenarios require an Alternatives Analysis and Wetland Mitigation and/or Restoration when impacts are temporary in nature.

Article XI: Wetlands (cont.)



INDIRECT IMPACTS

- A Hydrology Analysis for development within 100ft of a wetland may be required to determine if the development may result in hydrologic changes to a wetland.
- In general, increase or decreases in depth of more than 3 inches or increases to the maximum duration greater than 48 hours=
Indirect Impact
Note: Additional analysis for high quality or wetlands with a sensitive plant community type that may be sensitive to small changes in depth and duration (e.g. sedge meadow, vernal pool) is required.
- Indirect impacts require Alternatives Analysis and Mitigation before impact is permitted.

Article XI: Wetlands (cont.)



MITIGATION

- Mitigation required for wetland impacts as follows:
 - 1.5:1 ratio for Regulatory Wetlands
 - 3:1 ratio for Critical Wetlands
 - 1:1 ratio for Natural Area Restoration Projects
- Mitigation credit can be given as follows:
 - Enhancement of an existing wetland = 0.5: 1 credit
 - Enhancement, restoration, creation of buffer= 0.25 : 1 credit

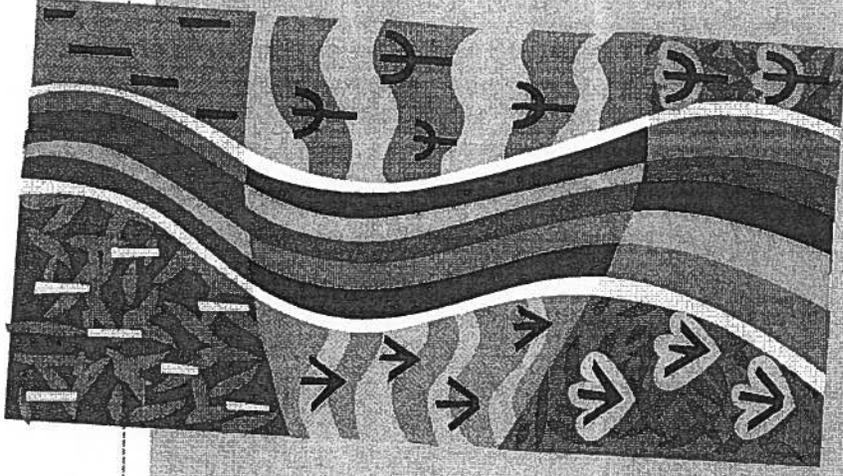
NOTE: Impacts CANNOT fall below a 1:1 ratio

Applicants must obtain regulatory sign-off for all mitigation efforts. Performance securities will be held until all performance standards have been met.

Article XII: Buffers



- Wetland buffers
 - 50 foot buffer for Regulatory Wetlands
 - 100 foot buffer for Critical Wetlands
- Riparian buffers
 - Apply to areas around Waters of DuPage
 - Extend from ordinary high water mark (OHWM)
- All impacts to buffers require replacement of function



Determining Buffer for Waters of DuPage



- There is a regulatory floodplain study
 - Buffer width equals limits of floodplain
- There is no regulatory floodplain study
 - Buffer width is based on drainage area
 - ✦ Drainage area over 100 Acres: Conduct a BFE study to determine 100 year flood;
 - Buffer width equals limits of floodplain
 - ✦ Drainage area less than 100 Acres
 - Buffer width equals 15 feet from Ordinary High Water Mark

Article XII: Buffers (Cont.)

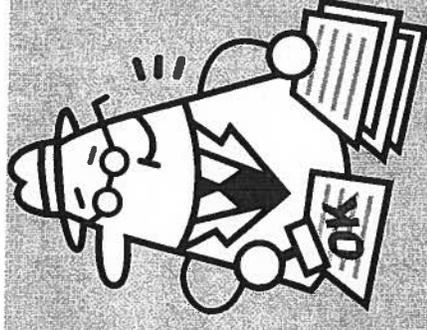


- Buffer does not include impervious, non-vegetated areas, permanent structures, and buildings
 - These features do not provide buffer functions
- Existing landscaped areas and lawn have limited function and may be replaced in kind
- Naturalized stormwater management systems may be placed within outer 50% of the buffer

Article XII: Buffers (Cont.)



- Letters of Permission
 - Different than Article IV
 - Vegetative maintenance in a buffer is allowed without a formal permit
- General Certifications may also apply in buffers



Additional Information

- Final Adoption by all communities under the jurisdiction of the Stormwater Ordinance should be complete by July 25, 2012 (3 months)
- Future products should include additional flow charts, checklists, and a guidance document
- Anticipated revisions in 6 months
- Revised Ordinance on GCs available on the DuPage County Website directly at [www.dupageco.org/EDP/Stormwater Management /Regulatory Services/1420/](http://www.dupageco.org/EDP/Stormwater_Management/Regulatory_Services/1420/)

Questions?



- **DuPage County Stormwater Management and Stormwater Permitting:**

- (630) 407-6700 main
- ContactEDP@dupageco.org

- **DuPage County website:**

- www.dupageco.org

- **Archival documents from Ordinance revisions:**

- ec.dupageco.org/stormwaterupdate

Adopted: April 24, 2012
Effective: April 25, 2012

**DUPAGE COUNTY STORMWATER MANAGEMENT
421 N. COUNTY FARM ROAD
WHEATON, IL 60187**

GENERAL CERTIFICATION NO. _____

**PERTAINING TO THE DEMOLITION OF STRUCTURES
LOCATED IN A FLOOD PLAIN, BUFFER, OR WETLAND**

PURPOSE

Pursuant to Article IV, Section 15-32, of the DuPage County Countywide Stormwater And Flood Plain Ordinance (Ordinance) the Director, or Administrator in a Waiver Community, may issue General Certifications (GCs) which, when found applicable to the particular circumstances of a development, will serve as the Stormwater Management Certification for the development activity, or a portion of the development activity. The purpose of a GC under the Ordinance is to provide a simplified and expeditious means to review and certify activities that meet the requirements of the Ordinance by following the specified terms and conditions described within the GC. This GC provides certification under the Ordinance and is only valid upon approval by the Director or Administrator for a specific project. The Director or Administrator shall make the final determination as to whether a project meets all the terms and conditions of this GC. If a project does not meet all of the terms and conditions of this GC, an individual certification shall be required per the Ordinance. This GC shall remain in effect until such time that it is modified, suspended or revoked by the Director or Administrator.

APPLICABILITY

This GC applies to the entire or partial demolition of one or more structures located in a flood plain, buffer, or wetland as defined in the Ordinance. This general certification does not apply to the construction or reconstruction of any structure or any change in grades. Applicants seeking to use this GC shall submit a stormwater management certification application with the required supporting information and obtain a building permit or other local jurisdiction authorization prior to commencing a proposed development activity.

COORDINATION WITH OTHER AGENCIES

This GC does not supersede nor relieve any responsibility to obtain other federal, state or local permits or jurisdictional authorizations.

GENERAL CONDITIONS

1. The applicant shall comply with all rules, regulations and provisions of the Ordinance unless specifically modified or specified in this GC.
2. The minimum stormwater submittal and design requirements shall be as delineated below in the Submittal Requirements and the Special Conditions & Design Requirements sections of this GC. Other items may be required by the Director or Administrator to demonstrate compliance with the Ordinance.
3. In a non-waiver or partial waiver community, authorization is required from the Director for work in a flood plain, wetland or non-turf grass buffer area. If required, site wetland boundaries shall be demarcated in the field and verified by an Environmental Scientist representing the County, or the Complete Waiver Community. Mitigation measures may be required for any impacts. Any significant impact, based on the opinion of the Director or the Administrator, may be judged to be beyond the scope of work that may be authorized by this GC.
4. All disturbed areas are to be seeded, sodded, or planted with other vegetation as approved by the Director or Administrator; if seeded, the restored area must be protected with erosion control measures until the vegetation has been established and the ground is stabilized.
5. Minor temporary stockpiling of materials or fills with the flood plain may be allowed. The Director or Administrator may place limits on how long and where the temporary stockpiling can take place.
6. Construction activities shall commence within one hundred eighty (180) calendar days after the issuance of any local permit or jurisdictional authorization otherwise this GC shall be null and void. If in the opinion of the Director or the Administrator conditions existed beyond the control of the applicant preventing construction activities to commence, additional time may be granted beyond the one hundred eighty (180) calendar day time limit.
7. A certification under this GC expires one (1) year following the date of certification issuance unless extended in accordance with Section 15-32 of the Ordinance.
8. A security as required in accordance with Article VI of the Ordinance may be waived by the Director or Administrator.

SPECIAL CONDITIONS & DESIGN REQUIREMENTS

The following conditions and minimum design requirements must be met for this GC unless waived by the Director or Administrator:

1. No work can take place under this certification until the contractor and Director or Administrator have held a preconstruction meeting.
2. Public rights-of-way shall be kept clear of dirt, mud, and demolition debris at all times. Any tracked material shall be cleaned up immediately.
3. For complete removal of building foundation or slab: The building's foundation, footings, and walls shall be entirely removed and hauled off site. The resulting

excavation may be filled with clean structural fill material or gravel, properly compacted. The top six inches of fill material shall be topsoil.

4. For partial removal of building foundation or slab; the building's foundation walls shall be removed to at least two feet below grade and the floor shall be broken or removed to allow free drainage. The basement area shall be filled with clay and then finished to grade with at least six inches of topsoil.
5. Foundation plantings and raised garden beds may be removed and leveled. All other vegetation is to be protected, except where removal is necessary in order to remove the structure.
6. Existing paved or gravel driveways and sidewalks may be removed, and the area filled to previous adjacent grade and vegetation established.
7. All access to the site for construction work is to be by the existing driveway or other access point authorized in writing by the Director or Administrator. No other access to the site may be used.

SUBMITTAL REQUIREMENTS

The applicant shall provide the Director or Administrator with a minimum of the following information unless waived by the Director or Administrator:

1. Stormwater certification application form.
2. Project description.
3. An exhibit annotated to show the limits of the proposed demolition contemplated, topographical survey including flood plain, buffer, and wetland limits.
4. Photographs of the structure(s) to be demolished.
5. A soil and erosion control plan meeting the requirements of the Ordinance and showing the proposed method of ground stabilization after placement of topsoil.

APPROVED:

Anthony J. Charlton, P.E
Director of Stormwater Management
DuPage County

Date

Adopted: April 24, 2012

Effective: April 25, 2012

**DUPAGE COUNTY STORMWATER MANAGEMENT
421 N. COUNTY FARM ROAD
WHEATON, IL 60187**

GENERAL CERTIFICATION NO. _____

**PERTAINING TO THE CONSTRUCTION
OF A DECK IN A FLOOD PLAIN OR BUFFER**

PURPOSE

Pursuant to Article IV, Section 15-32, of the DuPage County Countywide Stormwater And Flood Plain Ordinance (Ordinance) the Director, or Administrator in a Waiver Community, may issue General Certifications (GCs) which, when found applicable to the particular circumstances of a development, will serve as the Stormwater Management Certification for the development activity, or a portion of the development activity. The purpose of a GC under the Ordinance is to provide a simplified and expeditious means to review and certify activities that meet the requirements of the Ordinance by following the specified terms and conditions described within the GC. This GC provides certification under the Ordinance and is only valid upon approval by the Director or Administrator for a specific project. The Director or Administrator shall make the final determination as to whether a project meets all the terms and conditions of this GC. If a project does not meet all of the terms and conditions of this GC, an individual certification shall be required per the Ordinance. This GC shall remain in effect until such time that it is modified, suspended or revoked by the Director or Administrator.

APPLICABILITY

This GC applies to the construction or reconstruction of a deck within a regulatory flood plain and/or mowed turf buffer area, but not within a non mowed turf buffer or wetland. Applicants seeking to use this GC shall submit a stormwater management certification application with the required supporting information and obtain a building permit or other local jurisdiction authorization prior to commencing a proposed development activity.

COORDINATION WITH OTHER AGENCIES

This GC does not supersede nor relieve any responsibility to obtain other federal, state or local permits or jurisdictional authorizations.

Adopted: April 24, 2012

Effective: April 25, 2012

GENERAL CONDITIONS

1. The applicant shall comply with all rules, regulations and provisions of the Ordinance unless specifically modified or specified in this GC.
2. The minimum stormwater submittal and design requirements shall be as delineated below in the Submittal Requirements and the Special Conditions & Design Requirements sections of this GC. Other items may be required by the Director or Administrator to demonstrate compliance with the Ordinance.
3. In a non-waiver or partial waiver community, authorization is required from the Director for work in a flood plain, wetland or non-turf grass buffer area. If required, site wetland boundaries shall be demarcated in the field and verified by an Environmental Scientist representing the County, or the Complete Waiver Community. Mitigation measures may be required for any impacts. Any significant impact, based on the opinion of the Director or the Administrator, may be judged to be beyond the scope of work that may be authorized by this GC.
4. All disturbed areas are to be seeded, sodded, or planted with other vegetation as approved by the Director or Administrator; if seeded, the restored area must be protected with erosion control measures until the vegetation has been established and the ground is stabilized.
5. Minor temporary stockpiling of materials or fills with the flood plain may be allowed. The Director or Administrator may place limits on how long and where the temporary stockpiling can take place.
6. Construction activities shall commence within one hundred eighty (180) calendar days after the issuance of any local permit or jurisdictional authorization otherwise this GC shall be null and void. If in the opinion of the Director or the Administrator conditions existed beyond the control of the applicant preventing construction activities to commence, additional time may be granted beyond the one hundred eighty (180) calendar day time limit.
7. A certification under this GC expires one (1) year following the date of certification issuance unless extended in accordance with Section 15-32 of the Ordinance.
8. A security as required in accordance with Article VI of the Ordinance may be waived by the Director or Administrator.

SPECIAL CONDITIONS & DESIGN REQUIREMENTS

The following conditions and minimum design requirements must be met for this GC unless waived by the Director or Administrator:

1. The deck shall not be constructed within a regulatory floodway or over any public body of water.
2. The deck shall not be constructed in a designated drainage easement subject to inundation unless authorized by the Director or Administrator.
3. The construction of the deck must not result in any increase in existing ground elevations.

Adopted: April 24, 2012

Effective: April 25, 2012

4. The deck above and below the floor surface shall not now nor in the future be enclosed for habitation.
5. The deck shall be constructed of flood resistant materials below the flood protection elevation (BFE + Freeboard).
6. The deck must be designed to not catch debris.
7. The deck shall be non-obstructive to flood flows and be designed to allow passive automatic entry and exit of flood waters from the sides.
8. The surface under the deck shall be pervious and sloped to drain at a minimum grade away from adjacent structures.
9. The deck shall be constructed to meet all local building codes and anchored to prevent flotation and lateral movement.
10. All access to the site with heavy equipment is to be by the existing driveway or other access point authorized in writing by the Director or Administrator. No other access to the site may be used.

SUBMITTAL REQUIREMENTS

The applicant shall provide the Director or Administrator with a minimum of the following information unless waived by the Director or Administrator:

1. Stormwater certification application form.
2. Project description.
3. An exhibit annotated to show the limits of the proposed deck drawn to an engineering scale, including any future planned improvements.
4. Current elevations and limits of the flood plain and floodway, and verified wetland and buffer boundaries on the above exhibit.
5. When applicable, FEMA, DFIRM and RFM maps with site location identified.
6. Proposed location of site access, if heavy equipment is used.
7. Construction details including type, material and dimensions. For a deck, sufficient details to show cross-sectional dimensions.
8. A soil and erosion control plan meeting the requirements of the Ordinance and showing the proposed method of ground stabilization.
9. Copies of all federal, state and other local permits or authorizations.
10. A minimum of four (4) high resolution (4" x 6") photographs of the area to be restored up to four hundred (400) square feet. If the area is greater than four hundred (400) square feet, then the required number of photos shall increase proportionally.
11. After restoration, the same number of high resolution (4" x 6") photographs of the restored area taken from the same angle and distance as in requirement 10 above.

APPROVED:

Anthony J. Charlton, P.E

Date

Adopted: April 24, 2012
Effective: April 25, 2012

Director of Stormwater Management
DuPage County

Adopted: April 24, 2012
Effective: April 25, 2012

**DUPAGE COUNTY STORMWATER MANAGEMENT
421 N. COUNTY FARM ROAD
WHEATON, IL 60187**

GENERAL CERTIFICATION NO. _____

**PERTAINING TO THE CONSTRUCTION OF BOAT
LIFTS AND PIERS IN A FLOOD PLAIN,
BUFFER AND/OR WETLAND**

PURPOSE

Pursuant to Article IV, Section 15-32, of the DuPage County Countywide Stormwater And Flood Plain Ordinance (Ordinance) the Director, or Administrator in a Waiver Community, may issue General Certifications (GCs) which, when found applicable to the particular circumstances of a development, will serve as the Stormwater Management Certification for the development activity, or a portion of the development activity. The purpose of a GC under the Ordinance is to provide a simplified and expeditious means to review and certify activities that meet the requirements of the Ordinance by following the specified terms and conditions described within the GC. This GC provides certification under the Ordinance and is only valid upon approval by the Director or Administrator for a specific project. The Director or Administrator shall make the final determination as to whether a project meets all the terms and conditions of this GC. If a project does not meet all of the terms and conditions of this GC, an individual certification shall be required per the Ordinance. This GC shall remain in effect until such time that it is modified, suspended or revoked by the Director or Administrator.

APPLICABILITY

This GC applies to boat lifts and piers within a regulatory flood plain, buffer area and/or a wetland. Applicants seeking to use this GC shall submit a stormwater management certification application with the required supporting information and obtain a building permit or other local jurisdiction authorization prior to commencing a proposed development activity.

COORDINATION WITH OTHER AGENCIES

This GC does not supersede nor relieve any responsibility to obtain other federal, state or local permits or jurisdictional authorizations.

Adopted: April 24, 2012

Effective: April 25, 2012

GENERAL CONDITIONS

1. The applicant shall comply with all rules, regulations and provisions of the Ordinance unless specifically modified or specified in this GC.
2. The minimum stormwater submittal and design requirements shall be as delineated below in the Submittal Requirements and the Special Conditions & Design Requirements sections of this GC. Other items may be required by the Director or Administrator to demonstrate compliance with the Ordinance.
3. In a non-waiver or partial waiver community, authorization is required from the Director for work in a flood plain, wetland or non-turf grass buffer area. If required, site wetland boundaries shall be demarcated in the field and verified by an Environmental Scientist representing the County, or the Complete Waiver Community. Mitigation measures may be required for any impacts. Any significant impact, based on the opinion of the Director or the Administrator, may be judged to be beyond the scope of work that may be authorized by this GC.
4. All disturbed areas are to be seeded, sodded, or planted with other vegetation as approved by the Director or Administrator; if seeded, the restored area must be protected with erosion control measures until the vegetation has been established and the ground is stabilized.
5. Minor temporary stockpiling of materials or fills with the flood plain may be allowed. The Director or Administrator may place limits on how long and where the temporary stockpiling can take place.
6. Construction activities shall commence within one hundred eighty (180) calendar days after the issuance of any local permit or jurisdictional authorization otherwise this GC shall be null and void. If in the opinion of the Director or the Administrator conditions existed beyond the control of the applicant preventing construction activities to commence, additional time may be granted beyond the one hundred eighty (180) calendar day time limit.
7. A certification under this GC expires one (1) year following the date of certification issuance unless extended in accordance with Section 15-32 of the Ordinance.
8. A security as required in accordance with Article VI of the Ordinance may be waived by the Director or Administrator.

SPECIAL CONDITIONS & DESIGN REQUIREMENTS

The following conditions and minimum design requirements must be met for this GC unless waived by the Director or Administrator:

1. Consultation with an environmental scientist will be required for work in or impacts to buffers unless the work or impact has been determined by the Director or Administrator to be minor.
2. The boat lift and/or pier shall be no longer than twenty (20) feet or one quarter the width of the channel, whichever is less.

Adopted: April 24, 2012
Effective: April 25, 2012

3. The pier shall be no wider than ten (10) feet and any L or T shape shall extend no more than twenty (20) feet in total, and not over the projection of neighboring property lines.
4. The boat lift and/or pier shall be secured to withstand flooding and ice movement.
5. No more than one (1) boat lift and pier may be placed per platted lot.
6. Existing boat lifts and piers may be removed and the area restored to an elevation no higher than the existing adjacent grade and disturbed areas being restored with vegetation.

SUBMITTAL REQUIREMENTS

The applicant shall provide the Director or Administrator with a minimum of the following information unless waived by the Director or Administrator:

1. Stormwater certification application form.
2. Project description.
3. An exhibit annotated to show the limit of the proposed development contemplated drawn to an engineering scale, including any future planned improvements.
4. Proposed location of site access, if heavy equipment is used.
5. A soil and erosion control plan meeting the requirements of the Ordinance and showing the proposed method of ground stabilization.
6. Construction details including type, material and dimensions. For a pier, sufficient details to show cross-sectional dimensions.

APPROVED:

Anthony J. Charlton, P.E
Director of Stormwater Management
DuPage County

Date

Adopted: April 24, 2012
Effective: April 25, 2012

**DUPAGE COUNTY STORMWATER MANAGEMENT
421 N. COUNTY FARM ROAD
WHEATON, IL 60187**

GENERAL CERTIFICATION NO. _____

**PERTAINING TO THE
CONSTRUCTION OF BOARDWALKS**

PURPOSE

Pursuant to Article IV, Section 15-32, of the DuPage County Countywide Stormwater And Flood Plain Ordinance (Ordinance) the Director, or Administrator in a Waiver Community, may issue General Certifications (GCs) which, when found applicable to the particular circumstances of a development, will serve as the Stormwater Management Certification for the development activity, or a portion of the development activity. The purpose of a GC under the Ordinance is to provide a simplified and expeditious means to review and certify activities that meet the requirements of the Ordinance by following the specified terms and conditions described within the GC. This GC provides certification under the Ordinance and is only valid upon approval by the Director or Administrator for a specific project. The Director or Administrator shall make the final determination as to whether a project meets all the terms and conditions of this GC. If a project does not meet all of the terms and conditions of this GC, an individual certification shall be required per the Ordinance. This GC shall remain in effect until such time that it is modified, suspended or revoked by the Director or Administrator.

APPLICABILITY

This GC applies to the construction of boardwalks. Applicants seeking to use this GC shall submit a stormwater management certification application with the required supporting information and obtain a building permit or other local jurisdiction authorization prior to commencing a proposed development activity.

COORDINATION WITH OTHER AGENCIES

This GC does not supersede nor relieve any responsibility to obtain other federal, state or local permits or jurisdictional authorizations.

Adopted: April 24, 2012

Effective: April 25, 2012

GENERAL CONDITIONS

1. The applicant shall comply with all rules, regulations and provisions of the Ordinance unless specifically modified or specified in this GC.
2. The minimum stormwater submittal and design requirements shall be as delineated below in the Submittal Requirements and the Special Conditions & Design Requirements sections of this GC. Other items may be required by the Director or Administrator to demonstrate compliance with the Ordinance.
3. In a non-waiver or partial waiver community, authorization is required from the Director for work in a flood plain, wetland or non-turf grass buffer area. If required, site wetland boundaries shall be demarcated in the field and verified by an Environmental Scientist representing the County, or the Complete Waiver Community. Mitigation measures may be required for any impacts. Any significant impact, based on the opinion of the Director or the Administrator, may be judged to be beyond the scope of work that may be authorized by this GC.
4. All disturbed areas are to be seeded, sodded, or planted with other vegetation as approved by the Director or Administrator; if seeded, the restored area must be protected with erosion control measures until the vegetation has been established and the ground is stabilized.
5. Minor temporary stockpiling of materials or fills with the flood plain may be allowed. The Director or Administrator may place limits on how long and where the temporary stockpiling can take place.
6. Construction activities shall commence within one hundred eighty (180) calendar days after the issuance of any local permit or jurisdictional authorization otherwise this GC shall be null and void. If in the opinion of the Director or the Administrator conditions existed beyond the control of the applicant preventing construction activities to commence, additional time may be granted beyond the one hundred eighty (180) calendar day time limit.
7. A certification under this GC expires one (1) year following the date of certification issuance unless extended in accordance with Section 15-32 of the Ordinance.
8. A security as required in accordance with Article VI of the Ordinance may be waived by the Director or Administrator.

SPECIAL CONDITIONS & DESIGN REQUIREMENTS

The following conditions and minimum design requirements must be met for this GC unless waived by the Director or Administrator:

1. This GC does not authorize any earthwork and there must be no net reduction in flood plain storage volume, not including the incidental volume of the boardwalk itself.
2. The boardwalk shall not be located in a regulatory floodway.
3. The boardwalk shall be secured to withstand movement during flooding.
4. The boardwalk shall be no wider than 12 feet.

Adopted: April 24, 2012
Effective: April 25, 2012

5. Existing boardwalks may be removed and the area restored to an elevation no higher than the existing adjacent grade and disturbed areas being restored with vegetation.
6. In wetlands, piles must be driven into place. No excavation is allowed for installation of boardwalk piers/ piling.

SUBMITTAL REQUIREMENTS

The applicant shall provide the Director or Administrator with a minimum of the following information unless waived by the Director or Administrator:

1. Stormwater certification application form.
2. Project description.
3. An exhibit annotated to show the limit of the proposed development contemplated drawn to an engineering scale, including any future planned improvements.
4. Current elevations and limits of the flood plain and floodway, and verified wetland and buffer boundaries on the above exhibit.
5. Proposed location of site access, if heavy equipment is used.
6. A soil and erosion control plan meeting the requirements of the Ordinance and showing the proposed method of ground stabilization.
7. Where applicable, a complete wetland delineation report in accordance with Section 15-48.A.1 of the Ordinance.
8. Construction details including type, material and dimensions.

APPROVED:

Anthony J. Charlton, P.E
Director of Stormwater Management
DuPage County

Date

Adopted: April 24, 2012
Effective: April 25, 2012

**DUPAGE COUNTY STORMWATER MANAGEMENT
421 N. COUNTY FARM ROAD
WHEATON, IL 60187**

GENERAL CERTIFICATION NO. _____

**PERTAINING TO THE CONSTRUCTION OF ACCESSORY
STRUCTURES IN A FLOOD PLAIN**

PURPOSE

Pursuant to Article IV, Section 15-32, of the DuPage County Countywide Stormwater And Flood Plain Ordinance (Ordinance) the Director, or Administrator in a Waiver Community, may issue General Certifications (GCs) which, when found applicable to the particular circumstances of a development, will serve as the Stormwater Management Certification for the development activity, or a portion of the development activity. The purpose of a GC under the Ordinance is to provide a simplified and expeditious means to review and certify activities that meet the requirements of the Ordinance by following the specified terms and conditions described within the GC. This GC provides certification under the Ordinance and is only valid upon approval by the Director or Administrator for a specific project. The Director or Administrator shall make the final determination as to whether a project meets all the terms and conditions of this GC. If a project does not meet all of the terms and conditions of this GC, an individual certification shall be required per the Ordinance. This GC shall remain in effect until such time that it is modified, suspended or revoked by the Director or Administrator.

APPLICABILITY

This GC applies to the construction of any accessory structure, such as a detached garage or shed, located in a flood plain as defined in the Ordinance. Applicants seeking to use this GC shall submit a stormwater management certification application with the required supporting information and obtain a building permit or other local jurisdiction authorization prior to commencing a proposed development activity.

COORDINATION WITH OTHER AGENCIES

This GC does not supersede nor relieve any responsibility to obtain other federal, state or local permits or jurisdictional authorizations.

GENERAL CONDITIONS

1. The applicant shall comply with all rules, regulations and provisions of the Ordinance unless specifically modified or specified in this GC.
2. The minimum stormwater submittal and design requirements shall be as delineated below in the Submittal Requirements and the Special Conditions & Design Requirements sections of this GC. Other items may be required by the Director or Administrator to demonstrate compliance with the Ordinance.
3. In a non-waiver or partial waiver community, authorization is required from the Director for work in a flood plain, wetland or non-turf grass buffer area. If required, site wetland boundaries shall be demarcated in the field and verified by an Environmental Scientist representing the County, or the Complete Waiver Community. Mitigation measures may be required for any impacts. Any significant impact, based on the opinion of the Director or the Administrator, may be judged to be beyond the scope of work that may be authorized by this GC.
4. All disturbed areas are to be seeded, sodded, or planted with other vegetation as approved by the Director or Administrator; if seeded, the restored area must be protected with erosion control measures until the vegetation has been established and the ground is stabilized.
5. Minor temporary stockpiling of materials or fills with the flood plain may be allowed. The Director or Administrator may place limits on how long and where the temporary stockpiling can take place.
6. Construction activities shall commence within one hundred eighty (180) calendar days after the issuance of any local permit or jurisdictional authorization otherwise this GC shall be null and void. If in the opinion of the Director or the Administrator conditions existed beyond the control of the applicant preventing construction activities to commence, additional time may be granted beyond the one hundred eighty (180) calendar day time limit.
7. A certification under this GC expires one (1) year following the date of certification issuance unless extended in accordance with Section 15-32 of the Ordinance.
8. A security as required in accordance with Article VI of the Ordinance may be waived by the Director or Administrator.

SPECIAL CONDITIONS & DESIGN REQUIREMENTS

The following conditions and minimum design requirements must be met for this GC unless waived by the Director or Administrator:

1. This GC does not authorize any earthwork and there must be no net reduction in flood plain storage volume, not including the incidental volume of the accessory structure itself.
2. All access to the site for construction work is to be by the existing driveway or other access point authorized in writing by the Director or Administrator. No other access to the site may be used.

3. Flood protection construction design shall follow Sections 15-81.B.2 and 15-81.B.3.a through 15-81.B.3.c of the Ordinance.
4. Permanent signage shall be installed within the structure, at the height of the Flood Protection Elevation, stating "No storage of hazardous materials below this elevation".
5. No work can take place under this certification until the contractor and Director or Administrator have held a preconstruction meeting.
6. No accessory structures shall be constructed within the floodway.
7. No fill is allowed to elevate the structure. If fill is required to elevate the structure this GC will not apply and a full submittal will be required.

SUBMITTAL REQUIREMENTS

The applicant shall provide the Director or Administrator with a minimum of the following information unless waived by the Director or Administrator:

1. Stormwater certification application form.
2. Project description.
3. An exhibit annotated to show the limit of the proposed development contemplated drawn to an engineering scale, including any future planned improvements.
4. Current elevations and limits of the flood plain and floodway, and verified wetland and buffer boundaries on the above exhibit.
5. Description of any buffer impacts and their significance.
6. Construction details including type, material and dimensions.
7. A soil and erosion control plan meeting the requirements of the Ordinance and showing the proposed method of ground stabilization.
8. Other items as may be required by the Director or Administrator to demonstrate compliance with requirements of the Ordinance.
9. Submit "as-built" record drawings following completion of construction and grading work.

APPROVED:

Anthony J. Charlton, P.E.
Director of Stormwater Management
DuPage County

Date

Adopted: April 24, 2012
Effective: April 25, 2012

**DUPAGE COUNTY STORMWATER MANAGEMENT
421 N. COUNTY FARM ROAD
WHEATON, IL 60187**

GENERAL CERTIFICATION NO. _____

PERTAINING TO THE CONSTRUCTION OF UTILITIES

PURPOSE

Pursuant to Article IV, Section 15-32, of the DuPage County Countywide Stormwater And Flood Plain Ordinance (Ordinance) the Director, or Administrator in a Waiver Community, may issue General Certifications (GCs) which, when found applicable to the particular circumstances of a development, will serve as the Stormwater Management Certification for the development activity, or a portion of the development activity. The purpose of a GC under the Ordinance is to provide a simplified and expeditious means to review and certify activities that meet the requirements of the Ordinance by following the specified terms and conditions described within the GC. This GC provides certification under the Ordinance and is only valid upon approval by the Director or Administrator for a specific project. The Director or Administrator shall make the final determination as to whether a project meets all the terms and conditions of this GC. If a project does not meet all of the terms and conditions of this GC, an individual certification shall be required per the Ordinance. This GC shall remain in effect until such time that it is modified, suspended or revoked by the Director or Administrator.

APPLICABILITY

This GC applies to construction and maintenance of utilities for development activity having only a minor temporary impact to flood plain, buffer, or wetland. A utility is any pipeline used to transport a gaseous, liquid, liquefiable or slurry substance for any purpose, and any cable, line or wire used to transmit electrical energy, telephone, radio signals, television signals or data communication. Applicants seeking to use this GC shall submit a stormwater management certification application with the required supporting information and obtain a building permit or other local jurisdiction authorization prior to commencing a proposed development activity.

COORDINATION WITH OTHER AGENCIES

This GC does not supersede nor relieve any responsibility to obtain other federal, state or local permits or jurisdictional authorizations.

GENERAL CONDITIONS

1. The applicant shall comply with all rules, regulations and provisions of the Ordinance unless specifically modified or specified in this GC.
2. The minimum stormwater submittal and design requirements shall be as delineated below in the Submittal Requirements and the Special Conditions & Design Requirements sections of this GC. Other items may be required by the Director or Administrator to demonstrate compliance with the Ordinance.
3. In a non-waiver or partial waiver community, authorization is required from the Director for work in a flood plain, wetland or non-turf grass buffer area. If required, site wetland boundaries shall be demarcated in the field and verified by an Environmental Scientist representing the County, or the Complete Waiver Community. Mitigation measures may be required for any impacts. Any significant impact, based on the opinion of the Director or the Administrator, may be judged to be beyond the scope of work that may be authorized by this GC.
4. All disturbed areas are to be seeded, sodded, or planted with other vegetation as approved by the Director or Administrator; if seeded, the restored area must be protected with erosion control measures until the vegetation has been established and the ground is stabilized.
5. Minor temporary stockpiling of materials or fills with the flood plain may be allowed. The Director or Administrator may place limits on how long and where the temporary stockpiling can take place.
6. Construction activities shall commence within one hundred eighty (180) calendar days after the issuance of any local permit or jurisdictional authorization otherwise this GC shall be null and void. If in the opinion of the Director or the Administrator conditions existed beyond the control of the applicant preventing construction activities to commence, additional time may be granted beyond the one hundred eighty (180) calendar day time limit.
7. A certification under this GC expires one (1) year following the date of certification issuance unless extended in accordance with Section 15-32 of the Ordinance.
8. A security as required in accordance with Article VI of the Ordinance may be waived by the Director or Administrator.

SPECIAL CONDITIONS & DESIGN REQUIREMENTS

The following conditions and minimum design requirements must be met for this GC unless waived by the Director or Administrator:

1. Permanent impact to flood plain, wetland, or buffer areas is not authorized by this GC. Activities under this GC are strictly limited to development activity having only a temporary impact to flood plain, buffer and/or wetland.
2. Consultation with an environmental scientist will be required for work in or impacts to buffers unless the work or impact has been determined by the Director or Administrator to be minor.
3. The construction shall not result in any change in existing ground elevations.

4. In buffers and wetlands, the excavated areas shall be backfilled with native soil in the same stratification in which the soil was removed.
5. Timber/composite matting or other approved equivalent and/or low compaction equipment must be utilized when access is necessary within wetland and buffer areas.
6. Upon completion of the project, permanent vegetative cover within wetland and/or non-turf buffers shall be equivalent to or of higher quality than the pre-disturbance vegetation.

SUBMITTAL REQUIREMENTS

The applicant shall provide the Director or Administrator with a minimum of the following information unless waived by the Director or Administrator:

1. Stormwater certification application form.
2. Project description.
3. An exhibit to an engineering scale annotated to show the limit of the proposed development contemplated; limits of any floodway and flood plain, verified wetland boundaries, or buffers; planned access routes; and any future planned improvements.
4. Construction details including type, material and dimensions.
5. A soil and erosion control plan meeting the requirements of the Ordinance.
6. Where applicable, a complete wetland delineation report in accordance with Section 15-48.A.1 of the Ordinance.
7. Representative photos of all temporarily impacted wetland and buffer areas prior to disturbance.
8. When required for wetland or non-turf buffer areas, an appropriate native seed list to be installed within the areas of temporary disturbance.
9. FEMA DFIRM and RFM maps, with site location identified.
10. A contingency plan for frac-out for any directional borings.
11. Cost estimate for sediment & erosion control and revegetation.
12. Copies of all applicable federal, state, and local permits, or appropriate delegation letters.
13. Upon project completion, the applicant shall provide photo documentation to the Administrator showing that all disturbed areas have been restored and the ground has been stabilized with appropriate vegetation.

APPROVED:

Anthony J. Charlton, P.E
Director of Stormwater Management
DuPage County

Date

Adopted: April 24, 2012
Effective: April 25, 2012

**DUPAGE COUNTY STORMWATER MANAGEMENT
421 N. COUNTY FARM ROAD
WHEATON, IL 60187**

GENERAL CERTIFICATION NO. _____

**PERTAINING TO THE CONSTRUCTION OF STORM SEWER
OUTFALLS AND OUTLET CHANNELS LOCATED IN A
FLOODWAY, FLOOD PLAIN, BUFFER, AND/OR WETLAND**

PURPOSE

Pursuant to Article IV, Section 15-32, of the DuPage County Countywide Stormwater And Flood Plain Ordinance (Ordinance) the Director, or Administrator in a Waiver Community, may issue General Certifications (GCs) which, when found applicable to the particular circumstances of a development, will serve as the Stormwater Management Certification for the development activity, or a portion of the development activity. The purpose of a GC under the Ordinance is to provide a simplified and expeditious means to review and certify activities that meet the requirements of the Ordinance by following the specified terms and conditions described within the GC. This GC provides certification under the Ordinance and is only valid upon approval by the Director or Administrator for a specific project. The Director or Administrator shall make the final determination as to whether a project meets all the terms and conditions of this GC. If a project does not meet all of the terms and conditions of this GC, an individual certification shall be required per the Ordinance. This GC shall remain in effect until such time that it is modified, suspended or revoked by the Director or Administrator.

APPLICABILITY

This GC applies to the construction of storm sewer outfalls and outlet channels, including those located within a floodway, flood plain, buffer and/or wetland. Applicants seeking to use this GC shall submit a stormwater management certification application with the required supporting information and obtain a building permit or other local jurisdiction authorization prior to commencing a proposed development activity.

COORDINATION WITH OTHER AGENCIES

This GC does not supersede nor relieve any responsibility to obtain other federal, state or local permits or jurisdictional authorizations.

Adopted: April 24, 2012
Effective: April 25, 2012

GENERAL CONDITIONS

1. The applicant shall comply with all rules, regulations and provisions of the Ordinance unless specifically modified or specified in this GC.
2. The minimum stormwater submittal and design requirements shall be as delineated below in the Submittal Requirements and the Special Conditions & Design Requirements sections of this GC. Other items may be required by the Director or Administrator to demonstrate compliance with the Ordinance.
3. In a non-waiver or partial waiver community, authorization is required from the Director for work in a flood plain, wetland or non-turf grass buffer area. If required, site wetland boundaries shall be demarcated in the field and verified by an Environmental Scientist representing the County, or the Complete Waiver Community. Mitigation measures may be required for any impacts. Any significant impact, based on the opinion of the Director or the Administrator, may be judged to be beyond the scope of work that may be authorized by this GC.
4. All disturbed areas are to be seeded, sodded, or planted with other vegetation as approved by the Director or Administrator; if seeded, the restored area must be protected with erosion control measures until the vegetation has been established and the ground is stabilized.
5. Minor temporary stockpiling of materials or fills with the flood plain may be allowed. The Director or Administrator may place limits on how long and where the temporary stockpiling can take place.
6. Construction activities shall commence within one hundred eighty (180) calendar days after the issuance of any local permit or jurisdictional authorization otherwise this GC shall be null and void. If in the opinion of the Director or the Administrator conditions existed beyond the control of the applicant preventing construction activities to commence, additional time may be granted beyond the one hundred eighty (180) calendar day time limit.
7. A certification under this GC expires one (1) year following the date of certification issuance unless extended in accordance with Section 15-32 of the Ordinance.
8. A security as required in accordance with Article VI of the Ordinance may be waived by the Director or Administrator.

SPECIAL CONDITIONS & DESIGN REQUIREMENTS

The following conditions and minimum design requirements must be met for this GC unless waived by the Director or Administrator:

1. The outfall must not project riverward or lakeward (protrude past the bank) of the existing adjacent natural bank slope or bulkhead.
2. Construction of outfalls and outlet channels must not result in an increase in ground elevation in the floodway or flood plain.

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3. The velocity of the discharge shall not exceed the scour velocity of the channel soil, unless channel erosion would be prevented by the use of riprap or other design measures.
4. Outlets from drainage ditches shall not be opened to a stream until the ditch is vegetated or otherwise stabilized to minimize stream sedimentation.
5. The outlet jet shall not significantly affect the flow rate of the receiving water, shall not be the source of demonstrable flood damage, and shall not be a hazard to navigation.
6. Bank erosion shall be prevented by aprons, energy dissipaters, drop structures or similar means, if necessary.
7. The outfall shall be designed to prevent erosion of the opposite bank.

SUBMITTAL REQUIREMENTS

The applicant shall provide the Director or Administrator with a minimum of the following information unless waived by the Director or Administrator:

1. Stormwater certification application form.
2. Project description.
3. An exhibit annotated to show the limit of the proposed development contemplated drawn to an engineering scale, including any future planned improvements.
4. A soil and erosion control plan meeting the requirements of the Ordinance and showing the proposed method of ground stabilization.
5. A Restoration and Planting Plan.

APPROVED:

Anthony J. Charlton, P.E
Director of Stormwater Management
DuPage County

Date

Adopted: April 24, 2012
Effective: April 25, 2012

**DUPAGE COUNTY STORMWATER MANAGEMENT
421 N. COUNTY FARM ROAD
WHEATON, IL 60187**

GENERAL CERTIFICATION NO. _____

**PERTAINING TO THE CONSTRUCTION OF SHORELINE OR
STREAM BANK STABILIZATION MEASURES**

PURPOSE

Pursuant to Article IV, Section 15-32, of the DuPage County Countywide Stormwater And Flood Plain Ordinance (Ordinance) the Director, or Administrator in a Waiver Community, may issue General Certifications (GCs) which, when found applicable to the particular circumstances of a development, will serve as the Stormwater Management Certification for the development activity, or a portion of the development activity. The purpose of a GC under the Ordinance is to provide a simplified and expeditious means to review and certify activities that meet the requirements of the Ordinance by following the specified terms and conditions described within the GC. This GC provides certification under the Ordinance and is only valid upon approval by the Director or Administrator for a specific project. The Director or Administrator shall make the final determination as to whether a project meets all the terms and conditions of this GC. If a project does not meet all of the terms and conditions of this GC, an individual certification shall be required per the Ordinance. This GC shall remain in effect until such time that it is modified, suspended or revoked by the Director or Administrator.

APPLICABILITY

This GC applies to the construction of Stream Bank Stabilization as defined in the Ordinance. Bioengineering practices using native vegetation in whole or in part are encouraged above all others unless structural stabilization practices are found to be more appropriate. Applicants seeking to use this GC shall submit a stormwater management certification application with the required supporting information and obtain a building permit or other local jurisdiction authorization prior to commencing a proposed development activity.

COORDINATION WITH OTHER AGENCIES

This GC does not supersede nor relieve any responsibility to obtain other federal, state or local permits or jurisdictional authorizations.

GENERAL CONDITIONS

1. The applicant shall comply with all rules, regulations and provisions of the Ordinance unless specifically modified or specified in this GC.
2. The minimum stormwater submittal and design requirements shall be as delineated below in the Submittal Requirements and the Special Conditions & Design Requirements sections of this GC. Other items may be required by the Director or Administrator to demonstrate compliance with the Ordinance.
3. In a non-waiver or partial waiver community, authorization is required from the Director for work in a flood plain, wetland or non-turf grass buffer area. If required, site wetland boundaries shall be demarcated in the field and verified by an Environmental Scientist representing the County, or the Complete Waiver Community. Mitigation measures may be required for any impacts. Any significant impact, based on the opinion of the Director or the Administrator, may be judged to be beyond the scope of work that may be authorized by this GC.
4. All disturbed areas are to be seeded, sodded, or planted with other vegetation as approved by the Director or Administrator; if seeded, the restored area must be protected with erosion control measures until the vegetation has been established and the ground is stabilized.
5. Minor temporary stockpiling of materials or fills with the flood plain may be allowed. The Director or Administrator may place limits on how long and where the temporary stockpiling can take place.
6. Construction activities shall commence within one hundred eighty (180) calendar days after the issuance of any local permit or jurisdictional authorization otherwise this GC shall be null and void. If in the opinion of the Director or the Administrator conditions existed beyond the control of the applicant preventing construction activities to commence, additional time may be granted beyond the one hundred eighty (180) calendar day time limit.
7. A certification under this GC expires one (1) year following the date of certification issuance unless extended in accordance with Section 15-32 of the Ordinance.
8. A security as required in accordance with Article VI of the Ordinance may be waived by the Director or Administrator.

SPECIAL CONDITIONS & DESIGN REQUIREMENTS

The following conditions and minimum design requirements must be met for this GC unless waived by the Director or Administrator:

1. Activities under this GC are strictly limited to development activity having only a temporary impact to flood plain, buffer, and/or wetland. No permanent direct or indirect impact shall occur to wetlands.
2. The total length of stream bank to be protected shall not exceed one thousand (1,000) feet when using vegetative/biotechnical stabilization methods or no more than five hundred (500) feet when using structural methods (work on opposing

banks shall be measured separately). Examples of biotechnical methods include, but are not limited to:

- a. Adequately sized stone or A-Jack structures keyed into the toe of the slope, in combination with native plantings to be established from the toe to the top of the bank.
 - b. Vegetated geogrids
 - c. Coconut fiber (coir) logs
 - d. Live, woody vegetative cuttings, fascines or stumps
 - e. Brush layering
 - f. Soil lifts
3. Existing turf or formal landscaping may be replaced in kind provided it does not compromise the functions of buffers, wetlands, flood plains or the stability of the bank.
 4. Structural methods may be used to replace an existing structure provided that the new practice includes only minor deviations in the structure's configuration or footprint including those due to changes in materials.
 5. The length of a proposed channel shall not be shorter than the length of the disturbed channel.
 6. Stream Bank Stabilization shall match the existing toe unless conforming to a stable cross section upstream and downstream of the project limits.
 7. No additional material shall be added to increase the elevation of the top of bank.
 8. The work shall not degrade the functions of the buffer or the long-term stability of the water course.

SUBMITTAL REQUIREMENTS

The applicant shall provide the Director or Administrator with a minimum of the following information unless waived by the Director or Administrator:

1. Stormwater certification application form.
2. Project description.
3. FEMA, DFIRM and RFM maps, with the site location identified.
4. A soil and erosion control plan meeting the requirements of the Ordinance
5. A scaled engineering site plan identifying the following information (as required by the Director or Administrator):
 - a. Project limits
 - b. Existing and proposed grading
 - c. Flood plain, floodway, wetland, and buffer limits
 - d. Stabilization details
 - e. Restoration planting plans with an appropriate native species list when required.
 - f. Staging areas and access routes
 - g. Temporary stockpile locations
 - h. Existing and proposed cross-sectional area calculations (for all projects involving bank re-shaping)
6. Construction details including type, material, and dimensions

7. When applicable, a statement from a Professional Engineer stating that no upstream or downstream impacts can be expected to occur as a result of the project.
8. When applicable, a letter prepared by an Environmental Scientist describing wetland/waters location, and anticipated buffer impacts, and the replacement of buffer functions.
9. A management and monitoring plan with planting criteria and performance standards
10. Copies of all federal, state and other local permits or authorizations.
11. A cost estimate.
12. Other items as required by the Director or Administrator to demonstrate compliance with requirements of the Ordinance.

APPROVED:

Anthony J. Charlton, P.E
Director of Stormwater Management
DuPage County

Date

Adopted: April 24, 2012
Effective: April 25, 2012

**DUPAGE COUNTY STORMWATER MANAGEMENT
421 N. COUNTY FARM ROAD
WHEATON, IL 60187**

GENERAL CERTIFICATION NO. ____

**PERTAINING TO THE CONSTRUCTION OF SIDEWALKS,
TRAILS, PATIOS AND DRIVEWAYS OUTSIDE OF WETLANDS**

PURPOSE

Pursuant to Article IV, Section 15-32, of the DuPage County Countywide Stormwater And Flood Plain Ordinance (Ordinance) the Director, or Administrator in a Waiver Community, may issue General Certifications (GCs) which, when found applicable to the particular circumstances of a development, will serve as the Stormwater Management Certification for the development activity, or a portion of the development activity. The purpose of a GC under the Ordinance is to provide a simplified and expeditious means to review and certify activities that meet the requirements of the Ordinance by following the specified terms and conditions described within the GC. This GC provides certification under the Ordinance and is only valid upon approval by the Director or Administrator for a specific project. The Director or Administrator shall make the final determination as to whether a project meets all the terms and conditions of this GC. If a project does not meet all of the terms and conditions of this GC, an individual certification shall be required per the Ordinance. This GC shall remain in effect until such time that it is modified, suspended or revoked by the Director or Administrator.

APPLICABILITY

This GC applies to the construction of sidewalks, trails, patios and driveways as defined in the Ordinance that are outside of wetlands. Applicants seeking to use this GC shall submit a stormwater management certification application with the required supporting information and obtain a building permit or other local jurisdiction authorization prior to commencing a proposed development activity.

COORDINATION WITH OTHER AGENCIES

This GC does not supersede nor relieve any responsibility to obtain other federal, state or local permits or jurisdictional authorizations.

Adopted: April 24, 2012

Effective: April 25, 2012

GENERAL CONDITIONS

1. The applicant shall comply with all rules, regulations and provisions of the Ordinance unless specifically modified or specified in this GC.
2. The minimum stormwater submittal and design requirements shall be as delineated below in the Submittal Requirements and the Special Conditions & Design Requirements sections of this GC. Other items may be required by the Director or Administrator to demonstrate compliance with the Ordinance.
3. In a non-waiver or partial waiver community, authorization is required from the Director for work in a flood plain, wetland or non-turf grass buffer area. If required, site wetland boundaries shall be demarcated in the field and verified by an Environmental Scientist representing the County, or the Complete Waiver Community. Mitigation measures may be required for any impacts. Any significant impact, based on the opinion of the Director or the Administrator, may be judged to be beyond the scope of work that may be authorized by this GC.
4. All disturbed areas are to be seeded, sodded, or planted with other vegetation as approved by the Director or Administrator; if seeded, the restored area must be protected with erosion control measures until the vegetation has been established and the ground is stabilized.
5. Minor temporary stockpiling of materials or fills with the flood plain may be allowed. The Director or Administrator may place limits on how long and where the temporary stockpiling can take place.
6. Construction activities shall commence within one hundred eighty (180) calendar days after the issuance of any local permit or jurisdictional authorization otherwise this GC shall be null and void. If in the opinion of the Director or the Administrator conditions existed beyond the control of the applicant preventing construction activities to commence, additional time may be granted beyond the one hundred eighty (180) calendar day time limit.
7. A certification under this GC expires one (1) year following the date of certification issuance unless extended in accordance with Section 15-32 of the Ordinance.
8. A security as required in accordance with Article VI of the Ordinance may be waived by the Director or Administrator.

SPECIAL CONDITIONS & DESIGN REQUIREMENTS

The following conditions and minimum design requirements must be met for this GC unless waived by the Director or Administrator:

1. Existing sidewalks, trails, patios and driveways may be removed, and the excavations filled to no higher than the previous adjacent grade and disturbed areas restored with vegetation.
2. The sidewalk or trail shall be no wider than twelve (12) feet.
3. Projects adding more than two thousand five hundred (2,500) square feet of new net impervious area may require best management practices (BMPs) per the Ordinance.

Adopted: April 24, 2012
Effective: April 25, 2012

4. No work shall take place in a wetland, as defined in the Ordinance.
5. The project shall not result in a net decrease of flood plain storage volume.
6. No new sidewalk, trail, patio or driveway shall create an unreasonable obstruction to the natural flow of water within any drainage easement or within a drainage facility constructed as part of a current or previous stormwater permit or certificate. This includes but is not limited to flow through pipes, along berms and over designated overland drainage paths.
7. Culverts under driveway approaches shall be constructed in such a way as to prevent water or debris from running onto abutting roadways. The minimum culvert pipe size under a driveway approach shall be twelve (12) inches in diameter. However, an engineered design that provides for a larger culvert pipe size may be required where the Administrator determines that additional drainage capacity may be required.

SUBMITTAL REQUIREMENTS

The applicant shall provide the Director or Administrator with a minimum of the following information unless waived by the Director or Administrator:

1. Stormwater certification application form.
2. Project description.
3. An exhibit to an engineering scale showing the limit of the proposed development contemplated, including any future planned improvements and access.
4. A soil and erosion control plan meeting the requirements of the Ordinance and showing the proposed method of ground stabilization.
5. Construction details including type, material and dimensions.

APPROVED:

Anthony J. Charlton, P.E
Director of Stormwater Management
DuPage County

Date

Adopted: April 24, 2012
Effective: April 25, 2012

**DUPAGE COUNTY STORMWATER MANAGEMENT
421 N. COUNTY FARM ROAD
WHEATON, IL 60187**

GENERAL CERTIFICATION NO. _____

**PERTAINING TO THE
CONSTRUCTION OF RECREATIONAL FACILITIES
NOT LOCATED IN A WETLAND**

PURPOSE

Pursuant to Article IV, Section 15-32, of the DuPage County Countywide Stormwater And Flood Plain Ordinance (Ordinance) the Director, or Administrator in a Waiver Community, may issue General Certifications (GCs) which, when found applicable to the particular circumstances of a development, will serve as the Stormwater Management Certification for the development activity, or a portion of the development activity. The purpose of a GC under the Ordinance is to provide a simplified and expeditious means to review and certify activities that meet the requirements of the Ordinance by following the specified terms and conditions described within the GC. This GC provides certification under the Ordinance and is only valid upon approval by the Director or Administrator for a specific project. The Director or Administrator shall make the final determination as to whether a project meets all the terms and conditions of this GC. If a project does not meet all of the terms and conditions of this GC, an individual certification shall be required per the Ordinance. This GC shall remain in effect until such time that it is modified, suspended or revoked by the Director or Administrator.

APPLICABILITY

This GC applies to the construction or installation of recreational facilities, including those in a regulatory flood plain and/or a buffer area, but not those in a wetland as defined in the Ordinance. For such projects located partially or completely in the flood plain, this general certification may be used as long as there is no resulting increase in grades in a flood plain. Applicants seeking to use this GC shall submit a stormwater management certification application with the required supporting information and obtain a building permit or other local jurisdiction authorization prior to commencing a proposed development activity.

COORDINATION WITH OTHER AGENCIES

This GC does not supersede nor relieve any responsibility to obtain other federal, state or local permits or jurisdictional authorizations.

Adopted: April 24, 2012
Effective: April 25, 2012

GENERAL CONDITIONS

1. The applicant shall comply with all rules, regulations and provisions of the Ordinance unless specifically modified or specified in this GC.
2. The minimum stormwater submittal and design requirements shall be as delineated below in the Submittal Requirements and the Special Conditions & Design Requirements sections of this GC. Other items may be required by the Director or Administrator to demonstrate compliance with the Ordinance.
3. In a non-waiver or partial waiver community, authorization is required from the Director for work in a flood plain, wetland or non-turf grass buffer area. If required, site wetland boundaries shall be demarcated in the field and verified by an Environmental Scientist representing the County, or the Complete Waiver Community. Mitigation measures may be required for any impacts. Any significant impact, based on the opinion of the Director or the Administrator, may be judged to be beyond the scope of work that may be authorized by this GC.
4. All disturbed areas are to be seeded, sodded, or planted with other vegetation as approved by the Director or Administrator; if seeded, the restored area must be protected with erosion control measures until the vegetation has been established and the ground is stabilized.
5. Minor temporary stockpiling of materials or fills with the flood plain may be allowed. The Director or Administrator may place limits on how long and where the temporary stockpiling can take place.
6. Construction activities shall commence within one hundred eighty (180) calendar days after the issuance of any local permit or jurisdictional authorization otherwise this GC shall be null and void. If in the opinion of the Director or the Administrator conditions existed beyond the control of the applicant preventing construction activities to commence, additional time may be granted beyond the one hundred eighty (180) calendar day time limit.
7. A certification under this GC expires one (1) year following the date of certification issuance unless extended in accordance with Section 15-32 of the Ordinance.
8. A security as required in accordance with Article VI of the Ordinance may be waived by the Director or Administrator.

SPECIAL CONDITIONS & DESIGN REQUIREMENTS

The following conditions and minimum design requirements must be met for this GC unless waived by the Director or Administrator:

1. Recreational facilities covered by this GC includes, but is not limited to, those items identified in Attachment A. Other items found in a recreational facility are covered under other GC's.
2. All existing recreational facilities may be removed and replaced and the adjacent area restored with vegetation to an elevation no higher than existing adjacent grade.
3. Recreational facilities listed in Attachment A may be installed above grade if they meet the following conditions:
 - a. This general condition does not authorize any earthwork. There shall be no net loss of flood plain storage.

Adopted: April 24, 2012
Effective: April 25, 2012

- b. If in a buffer, the project shall have no more than a minimal impact.
 - c. All above grade facilities must be properly anchored to prevent movement during flooding conditions.
4. All access to the site for construction work is to be by the existing driveway or other access point authorized in writing by the Director or Administrator. No other access to the site may be used.

SUBMITTAL REQUIREMENTS

The applicant shall provide the Director or Administrator with a minimum of the following information unless waived by the Director or Administrator:

1. Stormwater certification application form.
2. Project description.
3. An exhibit annotated to show the limit of the proposed development contemplated drawn to an engineering scale, including any future planned improvements.
4. Current elevations and limits of the flood plain and floodway, and verified wetland and buffer boundaries on the above exhibit.
5. Proposed location of site access, if heavy equipment is used.
6. A soil and erosion control plan meeting the requirements of the Ordinance and showing the proposed method of ground stabilization.

APPROVED:

Anthony J. Charlton, P.E.
Director of Stormwater Management
DuPage County

Date

Adopted: April 24, 2012
Effective: April 25, 2012

Attachment A

1. Permanent garbage and recycling containers
2. Ball washers
3. Disc golf tee pads at grade and baskets
4. Playground equipment
5. Permanent benches and tables
6. Bike racks
7. Shelters, gazebos, pavilions, and covered walkways which are open wall facilities (enclosed portions may be flood vented or enclosed with fencing or screening that is at least 50% open)
8. Ball field amenities, including backstops, dugouts, scoreboards, bleachers and bleacher pads, equipment boxes, goal posts, soccer goals, and related equipment
9. Gates and bollards
10. Lighting
11. Fitness stations
12. Sand boxes
13. Bird and animal feeders
14. Bird houses
15. Pet waste stations

Adopted: April 24, 2012
Effective: April 25, 2012

**DUPAGE COUNTY STORMWATER MANAGEMENT
421 N. COUNTY FARM ROAD
WHEATON, IL 60187**

GENERAL CERTIFICATION NO. _____

**PERTAINING TO THE CONSTRUCTION OF
POSTS, FENCING, AND GUARD RAILS
IN A FLOOD PLAIN OR BUFFER**

PURPOSE

Pursuant to Article IV, Section 15-32, of the DuPage County Countywide Stormwater And Flood Plain Ordinance (Ordinance) the Director, or Administrator in a Waiver Community, may issue General Certifications (GCs) which, when found applicable to the particular circumstances of a development, will serve as the Stormwater Management Certification for the development activity, or a portion of the development activity. The purpose of a GC under the Ordinance is to provide a simplified and expeditious means to review and certify activities that meet the requirements of the Ordinance by following the specified terms and conditions described within the GC. This GC provides certification under the Ordinance and is only valid upon approval by the Director or Administrator for a specific project. The Director or Administrator shall make the final determination as to whether a project meets all the terms and conditions of this GC. If a project does not meet all of the terms and conditions of this GC, an individual certification shall be required per the Ordinance. This GC shall remain in effect until such time that it is modified, suspended or revoked by the Director or Administrator.

APPLICABILITY

This GC applies to the construction of posts, fencing, and guard rails as defined in the Ordinance within a regulatory flood plain and/or buffer. Applicants seeking to use this GC shall submit a stormwater management certification application with the required supporting information and obtain a building permit or other local jurisdiction authorization prior to commencing a proposed development activity.

COORDINATION WITH OTHER AGENCIES

This GC does not supersede nor relieve any responsibility to obtain other federal, state or local permits or jurisdictional authorizations.

Adopted: April 24, 2012

Effective: April 25, 2012

GENERAL CONDITIONS

1. The applicant shall comply with all rules, regulations and provisions of the Ordinance unless specifically modified or specified in this GC.
2. The minimum stormwater submittal and design requirements shall be as delineated below in the Submittal Requirements and the Special Conditions & Design Requirements sections of this GC. Other items may be required by the Director or Administrator to demonstrate compliance with the Ordinance.
3. In a non-waiver or partial waiver community, authorization is required from the Director for work in a flood plain, wetland or non-turf grass buffer area. If required, site wetland boundaries shall be demarcated in the field and verified by an Environmental Scientist representing the County, or the Complete Waiver Community. Mitigation measures may be required for any impacts. Any significant impact, based on the opinion of the Director or the Administrator, may be judged to be beyond the scope of work that may be authorized by this GC.
4. All disturbed areas are to be seeded, sodded, or planted with other vegetation as approved by the Director or Administrator; if seeded, the restored area must be protected with erosion control measures until the vegetation has been established and the ground is stabilized.
5. Minor temporary stockpiling of materials or fills with the flood plain may be allowed. The Director or Administrator may place limits on how long and where the temporary stockpiling can take place.
6. Construction activities shall commence within one hundred eighty (180) calendar days after the issuance of any local permit or jurisdictional authorization otherwise this GC shall be null and void. If in the opinion of the Director or the Administrator conditions existed beyond the control of the applicant preventing construction activities to commence, additional time may be granted beyond the one hundred eighty (180) calendar day time limit.
7. A certification under this GC expires one (1) year following the date of certification issuance unless extended in accordance with Section 15-32 of the Ordinance.
8. A security as required in accordance with Article VI of the Ordinance may be waived by the Director or Administrator.

SPECIAL CONDITIONS & DESIGN REQUIREMENTS

The following conditions and minimum design requirements must be met for this GC unless waived by the Director or Administrator:

1. Existing posts, fencing and guard rails may be removed; the voids filled to an elevation no higher than existing adjacent grade and disturbed areas restored with vegetation.
2. Existing posts, fencing and guard rails within the flood plain may be replaced or repaired in kind if they comply with the requirements below. Posts and guard rails within buffers may be replaced or repaired in kind.

Adopted: April 24, 2012

Effective: April 25, 2012

3. No new posts may be added within the normal channel of any river, lake or stream.
4. Signs, support structures and fences in flood plain shall be non-obstructive to flood flows.
5. No fill except posts and supports up to two (2) feet in diameter may be placed within the regulatory floodway or flood fringe or wetlands.
6. Only fences accessory to recreational facilities shall be permitted in regulatory floodways. Fences allowed in the regulatory floodway shall be parallel to the direction of flow and shall be at least fifty percent (50%) open including wind screens.
7. Fences shall not obstruct the natural flow of water within any drainage easement or within a drainage facility constructed as part of a current or previous stormwater permit or certificate. This includes but is not limited to flow through pipes, along berms and over designated overland drainage paths.
8. All fence work in wetland or non-turf-grass buffers must be reviewed by an Environmental Scientist with expertise in County and Federal wetland regulations. A letter describing any impacts shall be attached to the General Certification application. Work shall not degrade the functions of the buffer.

SUBMITTAL REQUIREMENTS

The applicant shall provide the Director or Administrator with a minimum of the following information unless waived by the Director or Administrator:

1. Stormwater certification application form.
2. Project description.
3. An exhibit annotated to show the limit of the proposed development contemplated drawn to an engineering scale, including any future planned improvements and limits of floodway, flood plain and verified wetland boundaries on the lot and access.
4. Proposed location of site access, if heavy equipment is used.
5. A soil and erosion control plan meeting the requirements of the Ordinance and showing the proposed method of ground stabilization.
6. Construction details including type, width and material of supports and dimensions.

APPROVED:

Anthony J. Charlton, P.E.
Director of Stormwater Management
DuPage County

Date

Adopted: April 24, 2012
Effective: April 25, 2012

**DUPAGE COUNTY STORMWATER MANAGEMENT
421 N. COUNTY FARM ROAD
WHEATON, IL 60187**

GENERAL CERTIFICATION NO. ____

**PERTAINING TO TOPSOIL AND SAND RESTORATION
IN A FLOOD PLAIN, FLOODWAY OR BUFFER,
BUT NOT WITHIN A WETLAND**

PURPOSE

Pursuant to Article IV, Section 15-32, of the DuPage County Countywide Stormwater And Flood Plain Ordinance (Ordinance) the Director, or Administrator in a Waiver Community, may issue General Certifications (GCs) which, when found applicable to the particular circumstances of a development, will serve as the Stormwater Management Certification for the development activity, or a portion of the development activity. The purpose of a GC under the Ordinance is to provide a simplified and expeditious means to review and certify activities that meet the requirements of the Ordinance by following the specified terms and conditions described within the GC. This GC provides certification under the Ordinance and is only valid upon approval by the Director or Administrator for a specific project. The Director or Administrator shall make the final determination as to whether a project meets all the terms and conditions of this GC. If a project does not meet all of the terms and conditions of this GC, an individual certification shall be required per the Ordinance. This GC shall remain in effect until such time that it is modified, suspended or revoked by the Director or Administrator.

APPLICABILITY

This GC applies to the restoration of eroded lands with topsoil and to the top dressing of eroded beach areas with sand within a regulatory flood plain and/or buffer area, but not within a wetland. Applicants seeking to use this GC shall submit a stormwater management certification application with the required supporting information and obtain a building permit or other local jurisdiction authorization prior to commencing a proposed development activity.

COORDINATION WITH OTHER AGENCIES

This GC does not supersede nor relieve any responsibility to obtain other federal, state or local permits or jurisdictional authorizations.

Adopted: April 24, 2012

Effective: April 25, 2012

GENERAL CONDITIONS

1. The applicant shall comply with all rules, regulations and provisions of the Ordinance unless specifically modified or specified in this GC.
2. The minimum stormwater submittal and design requirements shall be as delineated below in the Submittal Requirements and the Special Conditions & Design Requirements sections of this GC. Other items may be required by the Director or Administrator to demonstrate compliance with the Ordinance.
3. In a non-waiver or partial waiver community, authorization is required from the Director for work in a flood plain, wetland or non-turf grass buffer area. If required, site wetland boundaries shall be demarcated in the field and verified by an Environmental Scientist representing the County, or the Complete Waiver Community. Mitigation measures may be required for any impacts. Any significant impact, based on the opinion of the Director or the Administrator, may be judged to be beyond the scope of work that may be authorized by this GC.
4. All disturbed areas are to be seeded, sodded, or planted with other vegetation as approved by the Director or Administrator; if seeded, the restored area must be protected with erosion control measures until the vegetation has been established and the ground is stabilized.
5. Minor temporary stockpiling of materials or fills with the flood plain may be allowed. The Director or Administrator may place limits on how long and where the temporary stockpiling can take place.
6. Construction activities shall commence within one hundred eighty (180) calendar days after the issuance of any local permit or jurisdictional authorization otherwise this GC shall be null and void. If in the opinion of the Director or the Administrator conditions existed beyond the control of the applicant preventing construction activities to commence, additional time may be granted beyond the one hundred eighty (180) calendar day time limit.
7. A certification under this GC expires one (1) year following the date of certification issuance unless extended in accordance with Section 15-32 of the Ordinance.
8. A security as required in accordance with Article VI of the Ordinance may be waived by the Director or Administrator.

SPECIAL CONDITIONS & DESIGN REQUIREMENTS

The following conditions and minimum design requirements must be met for this GC unless waived by the Director or Administrator:

1. Activities under this GC are strictly limited to development activity having only a temporary impact to flood plain, buffer, and/or wetland. No permanent direct or indirect impact shall occur to wetlands.
2. After investigation of erosion and possible underground infiltration of soil, topsoil may be placed in the area primarily experiencing the erosion or subsidence due to flooding for the purpose of restoring the original pre-subsidence grade or properly stabilizing an eroded area and establishing vegetative cover.

Adopted: April 24, 2012

Effective: April 25, 2012

3. The length of beach restoration shall not exceed one thousand (1,000) feet.
4. All access to the site for restoration work with heavy equipment is to be by the existing driveway or other access point authorized in writing by the Director or Administrator. No other access to the site may be used.
5. Public rights-of-way shall be kept clear of dirt, mud, and demolition debris at all times. Any tracked material shall be cleaned up immediately.
6. The fill placed for the purpose of restoration as described above shall not exceed pre-subsidence or pre-erosion elevations.

SUBMITTAL REQUIREMENTS

The applicant shall provide the Director or Administrator with a minimum of the following information unless waived by the Director or Administrator:

1. Stormwater certification application form.
2. Project description.
3. An exhibit annotated to show the limit of the proposed development contemplated drawn to an engineering scale, including any future planned improvements.
4. Proposed location of site access, if heavy equipment is used.
5. A soil and erosion control plan meeting the requirements of the Ordinance and showing the proposed method of ground stabilization after placement of topsoil.
6. A minimum of four (4) high resolution 4" x 6" photographs of the area to be restored up to four hundred (400) square feet. If the area is greater than four hundred (400) square feet, then the required number of photos shall increase proportionally.
7. After restoration, the same number of high resolution 4" x 6" photographs of the restored area taken from the same angle and distance as in 6. above.

APPROVED:

Anthony J. Charlton, P.E.
Director of Stormwater Management
DuPage County

Date

DRAFT
PLAN COMMISSION
MINUTES
JUNE 14, 2012

The meeting was called to order by Chairman Julie Fullerton at 7:33 p.m. Plan Commissioners Craig Bromann, Tim Elliott, Erik Ford, Jeff Girling, Heidi Lannen, Jay Strayer, Ray Whalen and Lyn Whiston were present. Plan Commissioners Todd Buckton and Tracy Heming-Littwin were excused. Also present were Village Planner Michele Stegall, Village Attorney Adam Simon, Professional Engineer Bill McGurr and Recording Secretary Barbara Utterback.

Plan Commissioner Girling moved, seconded by Plan Commissioner Ford, to approve the minutes of the April 26, 2012 Plan Commission meeting. The motion carried unanimously by voice vote.

Plan Commissioner Elliott moved, seconded by Plan Commissioner Girling, to approve the minutes of the May 24, 2012 minutes with corrections as indicated by Plan Commissioner Elliott.

DUPAGE COUNTY COUNTYWIDE STORMWATER AND FLOOD PLAIN
ORDINANCE. LOCAL AMENDMENTS TO THE REVISED DUPAGE COUNTY
COUNTYWIDE STORMWATER AND FLOODPLAIN ORDINANCE ADOPTED ON
APRIL 25, 2012 AND THE ASSOCIATED GENERAL CERTIFICATIONS.

Presentation

Bill McGurr, Professional Engineer, began his presentation by reviewing changes in the DuPage County Countywide Stormwater and Flood Plain Ordinance. Mr. McGurr stated that the original stormwater ordinance became effective in February, 1992. He added that prior to this very comprehensive amendment, 11 amendments to the ordinance had occurred that included major amendments for wetlands and best management practices. He also stated that the major intent of this amendment was to address the Development Committee's concerns while preserving a high standard of flood control and environmental protection for all County residents. Mr. McGurr displayed and described DuPage County Ordinance Stormwater Management revisions and stated that there is one method of approval for the current ordinance. He added that stormwater approval was called permit approval which created confusion so now stormwater approval is considered to be a certification and permits will be required to begin work. He also stated that thresholds providing for run-off facilities are now based on new impervious instead of zoning because storage is required for a new paved area. He also stated that the new ordinance does not create a threshold for stormwater detention. He stated that, in the past, removing a parking lot would require providing stormwater detention even though removing the parking lot reduced the amount of run-off and, therefore, the ordinance discouraged people from removing asphalt and creating green space because they were penalized for doing so.

Mr. McGurr stated that the purpose of the stormwater ordinance is to make sure that the danger of flooding has not been increased to the community.

Mr. McGurr stated that the change in the requirements for certification or permit before there was any disturbance was in excess of 5,000 square feet which has now been brought down to any new impervious surface that is 2,500 square feet. He added that the Village has requested keeping the impervious surface figure at the current 1,500 square foot figure for both disturbance and pavement. Mr. McGurr stated that there are three (3) methods of obtaining a certification: 1. A letter of permission which includes contact with a stormwater administrator on minor projects to discuss if some minor requirements can be waived. If the stormwater administrator agrees with the requester, a letter of permission will be issued. Mr. McGurr stated that the subject ordinance has created more flexibility for the administrator than previously. 2. The normal procedure is to obtain a certification from a reviewer who certifies that the ordinance has been met. 3. The general certifications basically follow the State of Illinois regulations that certain permits simplify submittal requirements that are desirable and expedite the process of obtaining a certification.

Mr. McGurr stated that a Post Construction Best Management Practice (PCBMP) is a mechanical or natural long-term quality control feature device such as a vegetated swale or a stormwater detention facility that has a natural bottom. He added that the purpose of a PCBMP is to reduce pollution from stormwater run-off from a site. He also added that this procedure is part of the Clean Water Act per federal law. Mr. McGurr also stated that the purpose of a Volume Control Best Management Practice (VCBMP) is to minimize the impact of new impervious areas on run-off volume. He added that if one has stormwater detention, the stormwater detention facility most likely would fulfill this requirement. He added that if one did not have stormwater detention, a small storage area would need to be provided for water to infiltrate into the ground. He added that because the process involves infiltration, there are some areas that would not require this process such as refueling areas and some soil groups.

Mr. McGurr stated that site run-off storage, also known as detention, in this case is based on impervious area, not disturbed area, and exceptions for variations for some zoning classifications have been removed.

Mr. McGurr stated that presently the floodplain ordinance contains information regarding base flood elevation. He added that the current ordinance also contains information about the base flood elevation but creates a new definition called flood protection elevation which is basically what has been done prior (if you build a structure in the floodplain, the lowest opening needs to be elevated one foot above the base flood elevation per the Countywide ordinance). Mr. McGurr suggested keeping two feet above for residential and lower the requirement for commercial to one foot above the base flood elevation.

Mr. McGurr stated that the requirement for compensatory storage or storage replacing lost flood volume when someone fills in the floodplain basically has not changed (1-1/2 times volume displaced). He added that there are some exceptions, and stated that he had

convinced his colleagues to agree that regarding a very small amount of compensatory storage, it does not make sense to disturb a considerable amount of the area of the floodplain to compensate for approximately 100 cubic feet.

Mr. McGurr stated that information regarding wetlands has not been changed and that the two types of wetlands are regulatory and critical. He stated that regarding small wetlands, the proposed ordinance requires items and a full delineation and full mitigation are not required. He also stated that the riparian has been eliminated and is now called a floodplain buffer, and he added that there is not much change in procedure in the ordinance. He added that there are very few areas in the Village of Glen Ellyn where the designated floodplain is less than 100 acres. He also added that a buffer does not include impervious or non-vegetated areas or buildings.

Mr. McGurr stated that there were 12 general certifications adopted by DuPage County when the ordinance was adopted, and he recommended adopting all 12 certifications. He added that a general certification basically allows a petitioner the submission requirements set forth in the general certification, a quick review that all of all documentation is there and that certification can be given. He added that a full stormwater submittal would not need to be completed. He also stated that general certifications do not relieve one from meeting the ordinance—it just expedites the permit process.

Mr. McGurr displayed the Current vs. Proposed Stormwater Ordinances chart and reviewed the current and suggested changes. He stated that regarding the minimum area requiring a permit/certification, it is recommended that the 1,500 square foot area is maintained for current disturbance area and new impervious area. He added that the 1,500 square foot figure pre-dates the original ordinance. Mr. McGurr responded to Plan Commissioner Elliott that the 1,500 square foot figure has been agreed upon by he and staff but he was not familiar with why other communities had different numbers. Ms. Stegall added that in this case staff continued to recommend this threshold primarily due to the number of stormwater complaints received throughout the community by Village staff. Regarding stormwater storage facilities, Mr. McGurr stated that design criteria has been set up based on what the minimum should be. Regarding floodproofing for structures outside the boundaries of floodplain, Mr. McGurr stated that including all structures within 30 feet of a floodplain boundary was recommended. Regarding structures within the boundaries of floodplain, Mr. McGurr stated that the base level elevation plus 2 feet for residential and plus 1 foot for non-residential are suggested.

Questions from the Plan Commissioners

Mr. McGurr responded to Plan Commissioner Whalen that Perry's Pond is a floodplain and that the area surrounding the pond is a natural vegetation buffer. Mr. McGurr responded to Plan Commissioner Ford that the ordinance deals with cumulative items and the clock begins with February, 1992. Mr. McGurr added that regarding teardowns, the area of impervious demolition that occurs is considered to be there from a permitting standpoint for three years. Mr. McGurr responded to Plan Commissioner Strayer that

general certifications are new and that a general certification submitted by a community must be approved by the stormwater director and stormwater committed at the County. Mr. McGurr responded to Plan Commissioner Lannen that these procedures will help to streamline the process. Mr. McGurr explained for Plan Commissioner Strayer that the definition of flood proofed is there is no opening below the flood protection elevation.

Comments from the Plan Commission

All of the Plan Commissioners were in favor of the local amendments to the revised DuPage County Countywide Stormwater and Floodplain Ordinance.

Motion 1

Plan Commissioner Elliott moved, seconded by Plan Commissioner Ford, to approve and recommend the revisions to the DuPage County Countywide Stormwater and Flood Plain Ordinance with the local amendments discussed at this meeting.

The motion carried unanimously by voice vote.

Motion 2

Plan Commissioner Elliott moved, seconded by Plan Commissioner Bromann, to approve and recommend the 12 General Certifications that have been presented at this meeting.

The motion carried unanimously by voice vote.

Village Of Glen Ellyn

Ordinance No. _____

**An Ordinance Amending Chapter 7 of Title 4
(Stormwater and Flood Plain Regulations)
of the Village Code of the Village of Glen Ellyn, Illinois,
To Adopt the DuPage County Countywide
Stormwater and Flood Plain Ordinance as Amended April 12, 2012**

**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 Amending Chapter 7 of Title 4
(Stormwater and Flood Plain Regulations)
of the Village Code of the Village of Glen Ellyn, Illinois,
To Adopt the DuPage County Countywide
Stormwater and Flood Plain Ordinance as Amended April 12, 2012**

Whereas, pursuant to State Statute, the DuPage County Board on the 24th day of September 1991, passed Ordinance No. SMO.0001.91, the Countywide Stormwater and Flood Plain Ordinance (hereinafter "County Ordinance" and subsequently adopted revisions to said County Ordinance on June 14, 1994, April 23, 1996, November 12, 1997, June 22, 1999, June 13, 2000, March 25, 2003, January 27, 2004, June 8, 2004, March 8, 2005, February 28, 2006, April 8, 2008, April 25, 2012; and

Whereas, the DuPage County Stormwater Committee at its regular meeting on March 24, 1992, granted the Village Of Glen Ellyn complete waiver status to administer and enforce the County Ordinance; and

Whereas, as a complete waiver community, the Village Of Glen Ellyn is required to adopt revisions to the County Ordinance so that standards within the County Ordinance remain the minimum standards effective within the Village's territorial jurisdiction; however, the Village may also impose higher standards and may, thus, modify certain standards within the County Ordinance to address issues specific to the Village of Glen Ellyn; and

Whereas, the Corporate Authorities of the Village of Glen Ellyn passed Ordinances Nos. 3877, 3900, 4189, 4460, 4567, 4738, 5408, and 5689 adopting various provisions of the County Ordinance with amendments;

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 DuPage County Countywide Stormwater and Flood Plain Ordinance as last amended by the DuPage County Board on April 25, 2012, is hereby adopted with certain amendments set forth herein below.

Section Two: Chapter 7 of Title 4 (Stormwater and Flood Plain Regulations) of the Village Code of the Village Of Glen Ellyn is hereby deleted in its entirety and replaced with the following:

4.7.1: SHORT TITLE: This Chapter shall be known and cited as the
STORMWATER AND FLOOD PLAIN REGULATIONS OF THE VILLAGE
OF GLEN ELLYN. 4.7.2: ADOPTION OF THE DUPAGE COUNTYWIDE

STORMWATER AND FLOOD PLAIN ORDINANCE, as last amended by the DuPage County Board on April 25, 2012:

- A. In order to assure that the provisions of existing ordinances of the municipality and those which may be adopted in the future are consistent with and at least as stringent as the DuPage County Stormwater Management Plan and the DuPage Countywide Stormwater and Flood Plain Ordinance (hereafter referred to as Countywide Stormwater Ordinance), the Corporate Authorities do hereby adopt the Countywide Stormwater Ordinance, which is attached hereto and made a part of this Ordinance as Appendix A. These provisions are not adopted by reference, but, rather, are adopted as a specific and integral part of this Ordinance, and are attached hereto. The provisions adopted by this section shall be in full force and effect and shall supersede any other ordinances of the municipality with which they are inconsistent or which are less stringent than the terms of this Ordinance.
- B. The provisions of the DuPage Countywide Stormwater and Flood Plain Ordinance, as last amended by the DuPage County Board on April 8, 2008, are hereby modified and amended as follows:

1. Amend Section 15-20 by adding the following:

15-20.C Development Plans on Site. Approved plans for grading work shall be maintained at the site throughout the grading work.

15-20.D Final Construction Inspection. When all grading has been completed, and when the installation of all drainage and other required structures has been completed but at least five (5) working day's prior to filing an application for occupancy permit, the permittee shall notify the Director of Public Works, giving five (5) day's notice, in order to obtain a final inspection thereof.

15-20.E Certification of Compliance. At the time of the request for inspection the permittee shall file a Final Grading (Occupancy) Survey meeting the requirements set forth in the Village of Glen Ellyn Final Grading (Occupancy) Survey Guidelines. This survey shall contain a statement from the developer's professional engineer, who must be registered in the State of Illinois, certifying that the final grading has been completed and complies with the approved site development/engineering plans. In addition for parcels within 250 feet of a regulatory flood plain or a stormwater runoff storage facility a Federal Emergency Management Agency Elevation Certificate shall be submitted with the certificate of compliance.

15-20.F All silt fencing shall be in place before the issuance of a building permit.

2. Amend Section 15-30.A.2 and A.3 to read as follows:

15-30.A.2 The development does not add more than 1,500 square feet of net new impervious area compared to the pre-development conditions, or

15-30.A.3 The development does not include more than 1,500 square feet of land disturbing activities.

3. Add Section 15-30.C as follows:

15-30.C Each application for a site development certification shall be made by the owner of property or his authorized agent to the Building Official on a form provided for that purpose. Said application shall be accompanied by a review and inspection fee and such other supporting documentation with any attendant fees that may be required herein.

4. Add Section 15-47.D as follows:

15-47.D Plans, specifications and reports for all site developments shall be retained either by file in original form or on microfilm by the Department of Planning and Development, Building Division.

5. Amend Section 15-54.C.1.a to read as follows:

- a. An irrevocable letter of credit, or such other adequate security as the Director or the Administrator shall approve, in an amount equal to not less than one hundred fifty percent (150%) of the estimated probable cost to install and maintain the sediment and erosion control measures, which estimated probable cost shall be approved by the Director or the Administrator.

6. Amend Section 15- 72.E by adding the following:

1. Inlet and outlet structures for storage facilities should be designed to promote sedimentation and avoid short-circuiting.

2. Wet bottom storage facilities shall:

- a. Be at least three (3') feet deep, excluding near shore banks and safety ledge. If fish habitat is to be provided they shall be at least ten feet deep over 25

percent of the bottom area to prevent winter freeze out.

- b. Have side slopes at and above the normal pool elevation not steeper than 5 to 1 (horizontal to vertical). Aquatic vegetation shall be established around the shoreline of a wet basin to provide protection from shoreline erosion.
- c. Have a permanent pool volume at normal depth equal to the runoff volume from its watershed for the two-year, 24-hour 5 event for a twenty-four (24) hour duration storm with a fifty percent (50%) probability of occurrence in any one year as specified by Illinois State Water Survey Bulletin 70 northeast sectional rainfall.

3. Dry bottom storage facilities shall:

- a. Have a maximum depth of storm water storage not exceeding four (4) feet unless the existing natural ground contours and other conditions lend to a greater storage depth being approved by the Village.

7. Amend Section 15-80.F to read as follows:

The Flood Protection Elevation (FPE) is the BFE plus two feet of freeboard for residential structures and the BFE plus one foot for non-residential structures. For residential structures with thirty feet of a stormwater storage facility the FPE is the design high water elevation for the stormwater storage facility plus two feet.

8. Amend Section 15-81.B as follows:

15-81.B.8 In areas within 30 feet of the boundary of the regulatory flood plain all usable space in new buildings or added to existing buildings shall be elevated, floodproofed, or otherwise protected to the FPE. Floodproofing devices shall be operational without human intervention. If electricity is required for protection against flood damage, there shall be a backup power source, which will activate without human intervention. Floodproofing measures shall be certified by a professional engineer. For residential buildings within 30 feet of the design high water level of a stormwater runoff storage facility, all usable space in new buildings or added to existing buildings shall be elevated or floodproofed to the FPE. For non-residential buildings within 30 feet of the design high water level of a stormwater runoff storage facility, all usable space in new buildings or added to existing buildings shall be elevated or

floodproofed to at least one foot above the design high water elevation.

9. Amend Section 15-97.C to read as follows:

Development in the Village of Glen Ellyn, a waiver community, shall participate in the Village's detention variance fee program where a variance to the site runoff storage requirements of Section 15-72 is granted. Payment into a site runoff storage variance fee program shall be made prior to the issuance of a Stormwater Management Certification as a condition of the variance.

a. Payment of a site runoff storage variance fee for the varied storage shall be made to the County and is determined by applying the first applicable criteria as follows:

1. A fee calculated by multiplying the per acre-foot cost of the closest off-site storage facility times 1.5 times the varied storage where:

a. A design concept plan for the facility has been approved by the Village Board containing an estimate of the per acre-foot cost of constructing the storage and including operation and maintenance costs; and

b. A formula has been developed to determine that any investment in the facility shall be at least equal to the cost of planning, acquiring the lands, constructing, operating, and maintaining the facility; and

c. The facility is located in the same watershed planning area as the variance.

2. A fee calculated by multiplying \$106,000 times 1.5 times the varied storage.

b. Funds collected shall be accounted for in a separate stormwater account. Funds shall be used to enhance existing runoff storage facilities and related components, construct off-site facilities and related components, provide maintenance of stormwater facilities, or undertake other development that provides a watershed benefit.

- c. All accounting records shall be made available to the DuPage County Stormwater Committee upon request.

10. Amend Section 15-98.C to read as follows:

Developments in the Village of Glen Ellyn, a waiver community, required to provide Post Construction Best Management Practices (PCBMPs) in Section 15-63 may elect to participate in the Village's BMPs fee-in-lieu program where:

- a. PCBMPs fee-in-lieu payment shall be made to the Village and is determined by applying the criteria as follows:
 - 1. The adopted fee schedule, attached to this ordinance as Schedule B and by this reference incorporated into this ordinance, that identifies reasonable and rational cost to construct and maintain similar PCBMPS for those areas of the development that remain without effective water quality treatment.
- b. Funds collected shall be accounted for in watershed planning area accounts. Funds shall be used in the same watershed planning areas as collected solely to design, construct, and maintain water quality improvements. Funds may not be used to fulfill obligations required by the Ordinance.
- c. All accounting records shall be made available to the DuPage County Stormwater Committee upon request.
- d. All PCBMP fee-in-lieu payments are refunded to the person who paid the fee, or to that person's successor in interest, whenever the Village fails to encumber the fees collected within ten (10) years of the date on which such fees are collected.
- e. Refunds will be made provided that the person who paid the fee, or that person's successor in interest, files a petition with the Village within one year from the date on which such fees are required to be encumbered.

Section Three: This Ordinance shall be in full force and effect immediately upon its passage, approval and publication in pamphlet form in the manner provided by law.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this _____ day of _____, 2012, 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 _____, 2012.

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 this _____ day of _____, 2012.)

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MEMORANDUM

A-7E

TO: Mark Franz, Village Manager *M*

FROM: Bob Minix, Professional Engineer *Bob Minix*

DATE: July 2, 2012

SUBJECT: Lake Ellyn Outfall Streambank Stabilization Project
Recommendation to Approve Purchase of a Permanent Drainage and Natural Area Easement at 725 Riford Road



A project to rehabilitate the channel conveying stormwater discharged from Lake Ellyn and storm sewer systems north of Lake Ellyn Park is nearing the construction phase. The entire 200 ft. long channel will be rehabilitated using a naturalized approach consisting of erosion control blanket, rock rolls, coir fiber rolls and suitable plantings. Bids will be opened on July 12 for the project and construction should be completed by the end of September.

The channel lies primarily on property owned by Joe and Patti Jo Sinopoli of 725 Riford Road. Currently there is no recorded easement or any kind of written agreement that governs the use and upkeep of the conveyance channel. The Village team has been in various levels of discussion and negotiation with the Sinopoli's for about one year in order to develop a suitable form of an easement. We are pleased to report that the basic tenets of the easement are now in agreement between the parties and formal Board approval of the proposed easement payment and form of easement is now sought in advance of preparation and execution of the final document. Once payment is made to the Sinopoli's and the document signed, the easement will be formally approved and recorded.

Attached are the two agreements that have been negotiated with the Sinopoli's, the first agreement governing the one-time purchase of the permanent easement for \$59,000 and the second the formal permanent drainage and natural area easement. Village Attorney Stewart Diamond developed the one-page easement agreement, was closely involved in the development of the full easement document, negotiating key provisions concerning flows in the channel.

The proposed payment to the Sinopoli's is based on an appraisal prepared earlier this year by the firm of Gadd, Tibble. Although there are debatable points regarding the location and history of the outlet channel



Lake Ellyn Outlet Channel, looking west (upstream) toward Riford Road. The Sinopoli residence is to the right.

that influence the value of the easement, an offer on the high end of the value scale was made and accepted by the Sinopoli's. The Village Manager was instrumental in successfully negotiating the terms and the amount of the offer to a sometimes skeptical and reluctant property owner.

A key element in the full easement document was the desire of the property owners to restrict / control the amount of water flowing through the channel. After significant discussion and negotiation, it was agreed that the easement for the channel would not contain any specific flow restrictions or demands except if the channel flow damages the Sinopoli property or we fail to maintain the channel. If those circumstances do occur, then the property owner can demand a maximum flow of 37 cubic feet per second from the Lake Ellyn outlet control structure. It should be noted that the basic channel hydraulics should handle in excess of 200 cubic feet per second and the proposed rehabilitation and stabilization measures should be able to withstand the anticipated velocities during high flow events.

I recommend approval of the easement offer. Village Board action is now requested to officially approve the easement offer and to allot funds from the FY13 Capital Projects Fund (**Account No. 40000 – 580100, Project No. 00505**) in the amount of **\$59,000** for purchase of the needed easement. The payee will be Joseph and Patti Jo Sinopoli, Grantors.

enc. Form of Easement Agreement
Form of Permanent Drainage and Natural Area Easement

cc: Julius Hansen, Public Works Director
Kristen Schrader, Assistant to the Village Manager – Administration
Mike Strong, Administrative Intern
Jeff Perrigo, Civil Engineer

6/14/12

EASEMENT AGREEMENT

WHEREAS, Joseph and Patti Jo Sinopoli ("Grantor") have agreed to make a permanent drainage and natural easement area grant to the Village of Glen Ellyn ("Grantee"); and

WHEREAS, the terms of that Easement Agreement have been negotiated by the parties;

NOW, THEREFORE, IS IT AGREED between Grantor and Grantee, as follows:

Section 1: The Grantee shall pay to the Grantor the sum of Fifty-Nine Thousand Dollars (\$59,000.00) in consideration of the grant of a Permanent Drainage and Natural Area Easement in the form attached to and made a part of this Agreement as Exhibit "A."

Section 2: Upon the payment to the Grantor of the sum of \$59,000.00, Joseph and Patti Joe Sinopoli will execute Exhibit "A." That amount shall be the total consideration paid to them in return for this easement grant. This easement was granted to the Village under threat of condemnation.

Section 3: Upon the closing of the transaction, the Village shall pay the cost of recording the easement document.

Section 4: The obligations of the parties agreed to herein shall remain in full force and effect with the Grantee having until _____ to make the payment required under this Agreement. If that sum of money is not paid by that date, then the promises of the parties under this Agreement shall terminate.

Section 5: Joseph and Patti Jo Sinopoli, as the Grantor, certify and warrant that they are the owners of the property over which an easement is granted and that they have full authority to grant the easement. The Village of Glen Ellyn, as Grantee, certifies that the payment of compensation to the Grantor has been properly authorized and that the payment is a valid governmental act.

Date

Date

Joseph Sinopoli, (Grantor)

Village of Glen Ellyn (Grantee)

Patti Jo Sinopoli, (Grantor)

Name(s):

Joseph and Patti Jo Sinopoli

Address:

725 Riford Road

Glen Ellyn, IL 60137

County:

DuPage

Index No. / Nos.:

05-11-209-019

Project:

Lake Ellyn Outlet Streambank Stabilization

This space reserved for Recorder's use only.

PERMANENT DRAINAGE AND NATURAL AREA EASEMENT

THE UNDERSIGNED owner(s), Joseph and Patti Jo Sinopoli (hereinafter "Grantor") for DOLLARS and NO CENTS (\$.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, grants and conveys to the Village of Glen Ellyn ("Grantee"), an Illinois municipal corporation organized and existing under the laws of the State of Illinois, and its guests and invitees, this permanent, exclusive easement, together with the right of access thereto, in, on, upon, under and across the land hereinafter specifically described for the purpose of ingress and egress and for installation, maintenance, and reconstruction of outlet channel and streambank stabilization facilities.

The legal description of this easement is the real estate located within the Village of Glen Ellyn, the County of DuPage, and the State of Illinois with the property address of 725 Riford Road, Glen Ellyn, Illinois 60137 and Permanent Index Number of 05-11-209-019 as follows:

LOTS 4 AND 5 IN BLOCK 1 IN APOLLO SPRINGS AMENDED SUBDIVISION, BEING A SUBDIVISION IN SECTIONS 11 AND 12, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE 3RD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 8, 1924 AS DOCUMENT 181125, IN DUPAGE COUNTY, ILLINOIS

The legal description of this permanent easement is the real estate located within the Village of Glen Ellyn, the County of DuPage, and the State of Illinois as depicted by the line labeled "P/E" surrounding the outlet channel in the attached Exhibit A and incorporated herein.

1. **Grant.** Grantor hereby reserves and grants to the Village of Glen Ellyn an exclusive easement for purposes of installing and maintaining adequate stormwater conveyance facilities and providing a stormwater management and "natural" area with native vegetation and other improvements, together with reasonable access thereto. Said easements shall be perpetual and shall run with the land and shall be binding upon Grantor, its successors, heirs, executors and assigns. Grantor declares that the easement premises shall hereinafter be held, transferred, sold, conveyed, used and occupied subject to the following terms and conditions, which terms and conditions, taken together, shall constitute said DRAINAGE AND NATURAL AREA EASEMENT.

- a) Grantor shall have and retain all rights to the use and occupation of said easement premises, except as herein expressly granted and provided; and such use and occupation by Grantor shall not be unnecessarily interfered with by any work performed under this grant of easement.
- b) Grantee shall be permitted at all reasonable times to inspect the easement premises and to enter upon the easement premises to insure that the terms of this easement are being fulfilled and to perform maintenance and rehabilitation work. Grantee shall at all times maintain the stormwater facilities and "natural" areas within the easement premises in good working order and viable condition in accordance with the plans and specifications referenced in paragraph 2 below, and compliant with all applicable Village of Glen Ellyn codes. Grantee shall take all necessary steps to prevent erosion, damage or deterioration of any portion of the easement premises or the property adjacent thereto, and shall make prompt repairs of the easement premises or the property adjacent thereto if erosion, damage or deterioration occurs.
- c) Grantor shall not disturb, remove or destroy any trees, shrubs, bushes, saplings, plants, vegetation, landscaping or erosion control devices on the easement premises. Grantor shall not otherwise change the character of the proposed native vegetation.
- d) To ensure the integrity of the stormwater conveyance facilities and "natural" areas, no obstruction shall be placed, nor alterations made, including alterations in the final topographical grading plan which in any manner impede or diminish stormwater drainage in, over, under, through or upon said easement areas.
- e) If it is determined by the Grantor that alterations to the stormwater facilities and/or "natural" areas within the easement premises are required for reasonable use and occupation of the property and do not adversely impact stormwater conveyance and erosion protection facilities, Grantee shall be notified by the Grantor of said proposed alteration. No such alteration shall take place without the prior written approval of Grantee. Grantee may, at its direction, require the submittal of designs, calculations, plans and specifications for approval before said alteration may take place.
- f) Grantee, its assignees or agents shall take no actions that may unreasonably interfere with or infringe upon Grantor's normal use, occupancy and enjoyment of the property and residence immediately adjacent to the easement area and commonly known as

725 Riford Road, Glen Ellyn, Illinois.

- g) Grantee, its assigns or agents, shall comply with all federal, state, local and/or common law requirements regarding the conveyance of stormwater through the easement premises so as not to unreasonably interfere with or infringe upon Grantor's normal use, occupancy and enjoyment of the property and residence immediately adjacent to the easement area commonly known as 725 Riford Road, Glen Ellyn, Illinois. Grantor reserves the right to limit the outflow of water from Lake Ellyn to a maximum of 37 cubic feet per second if damage to property and/or residence immediately adjacent to the easement area occurs from a higher flow of water as is otherwise authorized under this Agreement, or if the Village fails to repair in a prompt and reasonable manner any damage to the easement premises. This act of discretion will not be unreasonably exercised.
- h) This easement shall not preclude the current owners of the property immediately south of the easement area commonly known as 717 Riford Road, Glen Ellyn, Illinois from continuing to use the easement area for normal drainage of their property and residence and for access to, from and around their residence.
2. Project. Grantee will utilize the easement premises for the rehabilitation and ongoing normal maintenance of a stormwater discharge channel in accordance with the Lake Ellyn Outfall Channel Streambank Stabilization Project plans and specifications prepared by Burns & McDonnell Engineers and Village of Glen Ellyn Stormwater Permit No. _____, copies of which are available at the Glen Ellyn Public Works Department, 30 South Lambert Road, Glen Ellyn, IL. Said construction and normal maintenance work shall be done in a good and prompt workmanlike manner and the expense thereof assumed by Grantee.
3. Remedies. In the event of violation of any covenant or restriction herein, either party may, upon seventy-two (72) hours prior written notice to the other party or its heirs, devisees, lessees or successors or assignees, institute suit to enjoin or abate such violation and to require the restoration of the easement premises to its prior condition. Such work may include, but not be limited to any maintenance work to or upon the stormwater facilities and "natural" areas, to remove obstructions or alterations, or to perform other maintenance, repair, alteration or replacement as may reasonably be necessary to ensure compliance with all conditions and restrictions herein and that adequate stormwater drainage, "natural" areas and appurtenances thereto remain fully operational and compliant with all applicable codes. The parties shall have available all legal and equitable remedies to enforce the obligations hereunder against one another, its successors or assignees, and in the event either party is found to have violated any of its obligations, the offending party shall bear the costs and expenses incurred in performing corrective work in connection therewith, including reasonable construction, engineering, consulting, court costs and attorneys' fees related to the planning and actual performance of the work. In addition, the area disturbed by the said maintenance operations, shall be re-planted with the same plantings as proposed in Village of Glen Ellyn Stormwater Permit No. _____. In the event of an emergency situation as determined by the Village of Glen Ellyn, Grantee shall have the right to proceed without notice to Grantor, but the Grantee shall immediately make efforts to notify the Grantor.

4. Liens. Grantee shall not permit any lien to stand against the easement premises or against any property adjacent to the easement premises, or any improvements thereof for any labor or materials in connection with work of any character performed on the easement premises by the Grantee. In the event of any such lien attaching to the easement premises, or any property adjacent to the easement premises as a result of construction work authorized by Grantee or any improvements thereon, Grantee shall immediately have such lien released. All costs, expenses and fees incurred by Grantee in fulfilling its obligations under this Agreement shall be Grantee's alone, and Grantee shall hold Grantor harmless for any such costs, expenses or fees.

In the event Grantee is required to perform, or have performed on its behalf, any maintenance work or remedy due to the unauthorized disturbance, obstruction or alteration upon the stormwater facilities and/or "natural" areas by Grantor, the cost of such work shall, upon recordation of Notice of Lien with the Recorder of Deeds of DuPage County, Illinois, constitute a lien against the assets of the property owner.

5. Payment. Grantor, without limiting the interest above granted and conveyed, does hereby acknowledge that upon payment of good and valuable consideration, all claims arising out of the above acquisition have been settled, including any diminution in value to Grantor's property caused by the construction, rehabilitation and maintenance of streambank stabilization project. This acknowledgment does not waive any claim for trespass or negligence against the Grantee or Grantee's agents which may cause damage to Grantor's property.
6. Indemnification. Grantee shall indemnify and defend the Grantor against any and all claims, costs, causes, including attorney's fees, on account of personal injuries or death or damages to Grantor property occurring, growing out of, incident to, or resulting directly or indirectly from the grant of this easement or the use of the property by the Grantee. The Grantor shall promptly report to the Grantee any such claim, cost or causes of action. The Grantee will furnish to the Grantor a defense, or may at its option, approve attorneys selected by the Grantor. The parties intend that this obligation of the Grantee shall be contractual in nature and shall activate the provisions of any contractual liability insurance policy purchased by the Grantee.
7. Successors and Assigns. This easement shall run with the land and be binding not only upon Grantor but also upon its successors, heirs, devisees, lessees, and assigns and all other successors and interests to the easement premises or any portion thereof and shall continue as a servitude running in perpetuity with the land and shall survive any termination of the Grantor's existence. All rights herein granted to Grantee and Grantor shall run for the benefit of and may be exercised by its successors, assigns, devisees, and duly authorized officers, representatives or agents.
8. Notices. All notices or other communications given pursuant to this easement shall be in writing and shall be deemed properly served if delivered in person to the party to whom it is addressed, or two days after deposit in the U. S. Mail, if sent prepaid by United States

registered or certified mail, return receipt requested, addressed as follows:

If to Grantor: To the mailing address listed on Page 1 or to any subsequent address which the Grantor in writing requests that the Village use for serving notices.

If to Grantee: Village Manager
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, Illinois 60137

- 9. Interpretation. This Agreement has been prepared in accordance with the laws of the State of Illinois, and shall be governed pursuant thereto in every respect. Venue for any dispute shall be in DuPage County, Illinois.
10. Enforceability. If any provision of or part of this Agreement, or application thereto to any person or circumstance shall, to any extent, be invalid or unenforceable, each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.
11. Exculpation. The covenants contained herein are not intended to be personal obligations of the parties hereto, but rather are intended to be the obligations of the party owning the respective properties during such party's ownership thereof. At such time as the party is no longer the owner of the properties covered by this Easement, such party shall have no further liability for any acts or omissions which occur thereafter.
12. Recording. Grantee shall signify its acceptance of this grant and easement by the recording thereof. This Easement shall be recorded with the Recorder of Deeds, DuPage County, Illinois.

WITNESS OUR HANDS and seal this _____ day of _____, 2012.

(SEAL)

(SEAL)

(SEAL)

STATE OF ILLINOIS)
)
COUNTY OF DUPAGE)

SUBSCRIBED AND SEALED before me this _____ day of _____, 2012.

Notary Public

(SEAL)

DRAFT

MEMORANDUM

A-7F

TO: Mark Franz, Village Manager *MF*
FROM: Philip J. Norton, Chief of Police
DATE: July 6, 2012
RE: GLEN ELLYN YOUTH & FAMILY COUNSELING FUNDING



Background

Up until FY 2011, funding for a local counseling service utilized by the Police Department was administered via the Special Programs Fund. The Village Board would decide how to divide the available monies among the requesting recipients/entities. Each year our counseling service was granted their requested amount. The service is also funded through the United Way, a “pay as you can” formula and private donations. In our last comparison among other police agencies, our practice is much more cost effective to the Village than contracting with a social service agency. Last year, the Finance Commission determined, and subsequently recommended to the Village Board, that the Special Programs Fund be administered differently. As a result of the proposed changes, the GEYFC became a line item in the Police Budget.

Issues

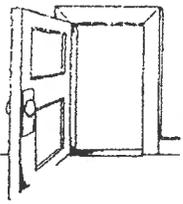
The GEYFC is the organization to which we refer a number of people, particularly students from both Glenbard West and Glenbard South, when issues exist for which some form of family counseling is indicated. Our feedback over the years has been positive from clients who have received services from GEYFC. See attached letter for further information.

Recommendation/Action Requested

I recommend payment in the requested amount of \$25,000 be made to the GEYFC.

Attachments

Attached is the requesting letter from GEYFC, appropriately stamped for payment, endorsed by me, and awaiting your and the Board’s approval.
Please see me if you have any questions.



GLEN ELLYN YOUTH AND FAMILY COUNSELING SERVICE

copy to Mike Strong
6/28/17

535 Forest Avenue • Glen Ellyn, Illinois 60137 • Office (630) 469-3040

71

March 16, 2012

Chief Phil Norton
Glen Ellyn Police Department
535 Duane Street
Glen Ellyn, IL 60137

Dear Chief Norton,

The Glen Ellyn Youth and Family Counseling Service is pleased to have been selected over the past year to provide mental health referral support and service access to the Glen Ellyn Police Department.

Our mission remain serving economically disadvantaged at-risk and higher-risk youth, families and individuals residing in the larger Glen Ellyn community. Our service area remains locally focused including Village of Glen Ellyn residents and residents of the surrounding community if you have or would have a child attending a Glen Ellyn based school. Typically, fifty per cent of our counseling referrals are received from Glenbard West and Glenbard South High Schools.

In appreciation of the Villages budget process and new budget year, I am writing and requesting that the GEYFCS once again be selected to continue to offer same services @ \$25,000.00 per year to the Glen Ellyn Police and request that should anything be required to advance or expedite that process that you please contact me directly at 630-469-3040 or by cell at 630-222-1517.

In addition, please feel free to contact me anytime to discuss services or provide feedback.

Sincerely,

A handwritten signature in cursive script that reads "Donald B. Hane".

Donald B. Hane, MA, LCPC
Executive Director - GEYFCS

MEMORANDUM

A-8

TO: Mark Franz, Village Manager *3/*
FROM: Kristen Schrader, Assistant to the Village Manager – ADM
DATE: July 6, 2012
RE: Solid Waste Collection and Disposal Ordinance Amendment



Background

The Village Board considered a refuse and recycling contract proposal from Republic Services at the June 11, 2012 Village Board Meeting and subsequently approved the contract at the June 25 Meeting. Approval of a contract with Republic Services followed a request for proposal process due to the Village's current contract expiration on July 31, 2012. Resulting from the new contract are proposed service structure and rate adjustments. These adjustments were supported by the Village Board at the June 25 Board Meeting, and should now be officially considered via ordinance at the July 9 Meeting.

Issues

Rate Structure

The residential solid waste bill is made up of four main components, waste hauling, clean sweep, brush and branch, and other costs termed Administrative Services Fees (i.e. printing, postage, overhead, etc.). In conjunction with the new refuse contract, Village staff proposed alteration of this rate structure to include a toter replacement fee, an adjusted administrative services fee and a recycling rebate credit. The branch and brush and clean sweep fees are proposed to continue at their current rates.

Administrative Services Fee: Adjustment of the Administrative Services Fee is proposed to a cost of \$1.45 per account per month. This fee would cover the actual cost of administrative services provided, and is based on refuse and recycling expenditures within the Solid Waste Fund.

Toter Replacement Fee: A toter replacement fee is proposed at \$1 per account per month. This fee would allow the Village to set aside funds to replace refuse and recycling toters given their average lifespan of twelve years.

Recycling Rebate Credit: A recycling rebate is recommended to be directly credited to residents on a monthly basis beginning with the new refuse contract. For the contract year beginning August 1, this rebate is proposed at \$2.15 per month. This rebate will directly credit residents for their recycling efforts.

The attached chart indicates the net cost to residents per their cart size and service type for the proposed prices. If approved, these supplemental fees will become effective August 1, 2012. Prices will then be adjusted on an annual basis to reflect the past year's recycling rebates and consumer

price index base rate increase.

Vacation Holds

The Finance Department requested Village Board consideration of elimination of the vacation hold program at the June 11 Board Meeting. This recommendation was based on the Village's difficulty in managing the program, and significant staff time required to monitor, track and administer it. The Village Board reviewed this proposal and provided support for staff's recommendation.

Action Requested

A draft ordinance incorporating the rate structure adjustments and elimination of the vacation hold program has been prepared for Village Board consideration at the July 9, 2012 Board Meeting.

Recommendation

Village staff recommends that the ordinance amending Chapter Six of Title Seven of the Glen Ellyn Village Code regarding Solid Waste Collection and Disposal be approved.

Attachments

- Net Monthly Refuse Service Rates
- Draft Ordinance

cc: Kevin Wachtel, Finance Director

Net Proposed Monthly Refuse Service Rates - effective August 1, 2012

Cart Size/ Service Option	Monthly Base Rate		Monthly Supplemental Fees ¹					Net Proposed Monthly Rate	Compare w/Current Rate	Proposed Rate Increase
	Refuse/Recycling		Clean Sweep	Branch/Brush	Toter Replacement	Admin Service Fee	Recycling Rebate Credit			
<i>Curbside</i>										
35 Gallon	\$ 11.45	\$ 0.50	\$ 1.75	\$ 1.00	\$ 1.45	\$ 2.15	\$ 14.00	\$ 12.90	8.53%	
65 Gallon	\$ 14.95	\$ 0.50	\$ 1.75	\$ 1.00	\$ 1.45	\$ 2.15	\$ 17.50	\$ 16.50	6.06%	
95 Gallon	\$ 16.95	\$ 0.50	\$ 1.75	\$ 1.00	\$ 1.45	\$ 2.15	\$ 19.50	\$ 18.70	4.28%	
<i>Rear Door</i>										
<i>Senior</i>										
35 Gallon	\$ 19.00	\$ 0.50	\$ 1.75	\$ 1.00	\$ 1.45	\$ 2.15	\$ 21.55	\$ 22.85	-5.69%	
65 Gallon	\$ 25.00	\$ 0.50	\$ 1.75	\$ 1.00	\$ 1.45	\$ 2.15	\$ 27.55	\$ 26.40	4.36%	
95 Gallon	\$ 25.00	\$ 0.50	\$ 1.75	\$ 1.00	\$ 1.45	\$ 2.15	\$ 27.55	\$ 28.60	-3.67%	
35 Gallon (cs) ²	\$ 10.42	\$ 0.50	\$ 1.75	\$ 1.00	\$ 1.43	\$ 2.15	\$ 12.95	\$ 11.90	8.82%	
35 Gallon (rd) ²	\$ 17.29	\$ 0.50	\$ 1.75	\$ 1.00	\$ 1.41	\$ 2.15	\$ 19.80	\$ 20.85	-5.04%	

Individual Sticker Prices - for Additional Refuse and Yard Waste

Current: \$2.25

Proposed: \$2.35

New Leaf Sticker: \$1.50

¹Total monthly supplemental fees for FY11/12 were \$2.35, and total monthly fees proposed for FY12/13 are \$2.55

²The ordinance has adjusted Senior discount rates down to \$10.40 and \$17.25 respectively, and keeps the Admin Service Fee at \$1.45 in order to keep the same rates, and simplify the change to the Village Code

VILLAGE OF GLEN ELLYN

ORDINANCE NO. _____-VC

**AN ORDINANCE AMENDING CHAPTER SIX OF TITLE SEVEN
(SOLID WASTE COLLECTION AND DISPOSAL)
OF THE VILLAGE OF GLEN ELLYN, ILLINOIS**

**ADOPTED BY THE
PRESIDENT AND 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 AMENDING CHAPTER SIX OF TITLE SEVEN
(SOLID WASTE COLLECTION AND DISPOSAL)
OF THE VILLAGE OF GLEN ELLYN, ILLINOIS**

WHEREAS, the President and Board of Trustees of the Village of Glen Ellyn have deemed it to be in the best interest of the Village to request proposals for solid waste collection and disposal services from time-to-time; and

WHEREAS, the President and Board of Trustees on June 11, 2012, approved an agreement for solid waste collection and disposal services which includes terms and provisions different from those presently included in the Village Code;

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

SECTION ONE: Section 7-6-3(F) of the Glen Ellyn Village Code is hereby deleted in its entirety and replaced with the following:

- (F) Special Haul Service For The Village: The contractor, as provided for in subsection (C) of this section, will furnish refuse trucks and drivers for special ("natural disaster") cleanup activities on the following basis:

8/1/2012 through 7/31/2017 for \$145.00/hr/2 men/1 truck

SECTION TWO: Section 7-6-4(A) of the Glen Ellyn Village Code is hereby deleted in its entirety and replaced with the following:

- (A) Residential Collections: Effective August 1, 2012, and continuing through July 31, 2017, the fees to be charged for residential solid waste collection and disposal services shall be as follows:

<u>Monthly Refuse Collection Program</u>	<u>Monthly Base Rate</u>
Curbside collection of one Village provided 35-gallon wheeled cart	\$11.45
Curbside collection of one Village provided 65-gallon wheeled cart	\$14.95
Curbside collection of one Village provided 95-gallon wheeled cart	\$16.95
Senior rate for curbside collection of one Village provided 35-gallon wheeled cart	\$10.40
Rear door collection of one Village provided 35-gallon wheeled cart	\$19.00
Rear door collection of one Village provided 65-gallon wheeled cart	\$25.00
Rear door collection of one Village provided 95-gallon wheeled cart	\$25.00
Senior rate for rear door collection of one Village provided 35-gallon wheeled cart	\$17.25

Each account will be charged monthly fees for the following programs, in addition to the applicable Monthly Base Rate:

	<u>Monthly Supplemental Rate</u>
Branch and Brush	\$1.75
Clean Sweep	\$0.50
Toter Replacement	\$1.00
Recycling Credit	(\$2.15)
Administration Fee	\$1.45

Individual Sticker Prices

Refuse Sticker	\$2.35
Yard waste	\$2.35
Leaf Sticker	\$1.50
Large household items	One (1) Refuse Sticker

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

PASSED by the Village 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____.)

MEMORANDUM

TO: Mark Franz, Village Manager

FROM: Staci Hulseberg, Director Planning & Development,
Joe Kvapil, Building & Zoning Official

DATE: July 3, 2012

RE: July 9, 2012 Village Board Meeting
Recommendation to Award a Forestry and Tree Preservation Consulting Services
Contract and Approve an Exception to Competitive Bidding for Professional Services




Background

This recommendation was submitted to the Village Board for consideration and approval at the June 11, 2012 Village Board meeting. At that meeting, members of the Board had questions and expressed concerns about the analysis of the proposals and the staff recommendation. A motion to award a forestry and tree preservation consulting services contract to Planning Resources Inc. was made and failed for lack of a second. The Board requested that staff provide a summary of the selection criteria, an evaluation of each proposal, and a comprehensive fee comparison and pursue further cost reduction efforts.

Issues

1. Organization Changes

Our current consultant, Osage, Inc., was selected, contracted, and for many years provided the Village with forestry and tree preservation consulting services under the direction of the Public Works Department and prior Village Forester, Peggy Drescher. With the recent reorganization within the Public Works Department, responsibility for compliance with the tree preservation ordinances on private property and adjacent public property has been reassigned to the Planning & Development Department (P&D). While the basic consulting services continue unchanged, P&D has reviewed other consultants' proposals against the department's particular expectations and needs with additional emphasis on landscape planning and review for commercial development projects. In addition, we have considered the past performance of Osage, Inc.

Over the past ten years that P&D has been working with Osage, Inc., we have consistently struggled with having the consultant clearly identify if reviews were approved, approved with conditions, or rejected. In addition, reviews were not always submitted to the customer even though P&D requested this to be done. This required additional time and effort to clarify the review intent and forward reviews to the customer. In an attempt to address these issues staff developed and submitted a draft plan review form for the consultant to use that was disregarded.

We also experienced difficulties in the consultant's ability to understand and consistently follow the process for development project tree reviews for commission projects, tree preservation building permit reviews and approvals, final landscaping inspections and final tree preservation inspections. This required additional time and effort to coordinate the process with the consultant and resulted in delays. No practical suggestions for process improvement were received from the consultant. The consultant was generally available to address each issue promptly and adequately when directed by staff.

We experienced deficiencies in the consultant's ability to be proactive and to anticipate and pursue the next required action in a development project, to obtain and maintain customer contact information, and to obtain and maintain plan document records. This required additional department staff time and effort to provide information and direction and to obtain additional plan documents. Often the customer fails to call for the final landscape inspection promptly after the work is completed and the consultant does not monitor conditions or follow up on the required inspection with the customer until directed by staff.

2. Selection Criteria

The recommended consultant, Planning Resources Inc., did not submit the lowest fees, however, the Village Code requires that contracts be awarded to the lowest responsible bidder. In selecting the lowest responsible bidder and the award of any contract, the Village Code requires specific factors to be considered. P&D based their recommendation on the consideration of the following factors:

- (A) The ability, capacity and skill of the bidder to perform the contract or provide the service required;
- (B) Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
- (C) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- (D) The quality of performance of previous contracts or services;
- (E) The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
- (F) The sufficiency of the financial resources and the ability of the bidder to perform the contract or provide the service;
- (G) The quality, availability and adaptability of the supplies or contractual services to the particular use required by the village;
- (H) The ability of the bidder to provide future maintenance and service for the use of the contract; and
- (I) The number and scope of conditions attached to the bid, if any.

3. Selection Considerations

- a. Planning Resources Inc. is currently providing special management area stormwater consulting services to P&D. The quality of their work and response time has been excellent. Their technical knowledge of the applicable laws and regulations is outstanding. Their ability to generate clear and concise correspondence and effectively communicate with customers and staff is well proven. Planning Resources Inc. has performed well above the level we have experienced with Osage, Inc.
- b. Planning Resources Inc. is a natural resources planning and management firm with diversified experience in the design and development of public and private properties. Their services are

provided by a staff of 12 licensed and certified professionals. We believe that Planning Resources Inc. will provide forestry and tree preservation services that are more comprehensive with exposure to related stormwater, scientific, environmental, urban design and other expertise within the firm. Osage, Inc. is represented by only one person, Natural Path appears to rely on junior associates, and Hey and Assoc. personnel have capabilities in other less-related areas.

c. Planning Resources Inc. has demonstrated that they understand governing regulations and municipal ordinances and policies and provide outstanding representation for the Village of Glen Ellyn. They insure that development within the Village is designed and constructed in compliance with all requirements in their capacity as our consultant for special management area stormwater services. Planning Resources Inc. tracks noncompliant conditions over years, monitors conditions as they are improved or decline, and continually notifies the responsible party of their obligations and deficiencies. These services are self motivated and self managed by Planning Resources Inc. with little oversight by P&D. Our experience with Osage, Inc. shows their services require significantly more oversight in the areas of communication, information, direction, and follow-up.

d. Planning Resources Inc. assertively supports and defends the policies and principles of the Village Code and forcefully insures compliance with all applicable stormwater regulations. This is demonstrated in their plan review and inspection correspondence. We believe Planning Resources Inc. will continue this same approach with forestry and tree preservation regulations. When zoning, building, stormwater, or other codes are enforced, we receive complaints and appeals for relief and requests for exceptions or variations. We have received an unusual small number of complaints and requests for relief from Osage Inc.'s plan review comments and inspection reports. The purpose and intent of the tree preservation ordinances must be fully and assertively implemented to maintain the desired character and quality of the community forest in Glen Ellyn.

4. Consulting Fees and Budget

An increase in the consultant's fees for forestry and tree preservation consulting services may require an increase in the fees charged to our customers. To avoid any loss of revenue with the award of a contract to Planning Resources Inc., the fees currently charged by the Village to customers would need to increase as follows:

Single family home	\$150 to \$190 each
Home addition or accessory structure	\$110 to \$150 each
Site Improvement	\$110 to \$200 each
Complaints, violations, enforcement	\$50 to \$72 per hour
Development project reviews	\$50 to \$72 per hour

Planning Resources Inc.'s fees in this proposal have been reduced from their original proposal after a meeting to clarify the scope of work as shown on the attached revised Fee Comparison Sheet. Additional fee reductions were investigated and Planning Resources Inc. advised that no further fee reduction is feasible. Should the Board feel that an increase in fees is not appropriate, the award of a contract to Planning Resources Inc. would result in an estimated additional cost of \$6,390 per year (\$25,360 - \$18,970) as indicated on the Fee Comparison Sheet.

This estimated total consultant fee of \$25,360 will be paid from account 12600-521046 budgeted at \$15,000. If fees are not increased, \$14,350 would be pass-through fees paid by the customer leaving

\$11,010 in direct Village expense. If fees are increased, \$19,600 are pass-through fees paid by the customer leaving \$5,760 in direct Village expense.

Recommendation

P&D has considered the proposals, prior experience, and further discussions with the consultants and recommends Planning Resources Inc. as the lowest responsible bidder. Attached is a Proposal Evaluation Sheet and a Fee Comparison Sheet for Village Board review and consideration. P&D recommends the award of a forestry and tree preservation consulting services contract to the lowest responsible bidder, Planning Resources Inc., in accordance with their proposal dated April 19, 2012, as amended on May 17, 2012, and as specified in the Agreement for Professional Services pending legal review.

Action Requested

Motion to waive competitive bidding and approve an Agreement for Professional Services from Planning Resources Inc. to provide forestry and tree preservation consulting services to the Village of Glen Ellyn subject to the review and approval of the Village Attorney.

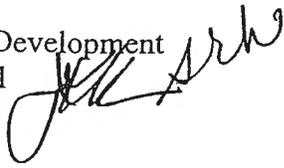
Attachments

Memo to Mark Franz dated June 4, 2012
Proposal Evaluation Summary Sheet
Fee Comparison Sheet
Planning Resources Inc. Proposal
Planning Resources Inc. Agreement for Professional Services

MEMORANDUM

TO: Mark Franz, Village Manager

FROM: Staci Hulseberg, Director Planning & Development
Joe Kvapil, Building & Zoning Official



DATE: June 4, 2012

RE: Recommendation to Award a Forestry and Tree Preservation Consulting Services Contract and Approve an Exception to Competitive Bidding for Professional Services.

Background

Recent reorganization within the Public Works Department and elimination of the Village Forester position has led to re-examination of forestry and tree preservation services for the Public Works and Planning & Development Departments. The Village's current forestry consultant, Osage Inc., has a contract that will expire on July 2, 2012. Our current forestry and tree preservation service requirements were identified and included within a Request for Proposal. The RFP was advertised on the Village website, three industry websites, and mailed directly to 20 local certified arborists and landscape firms. The proposals from four candidates were reviewed by Village staff for the scope of services provided, prior experience, personnel qualifications, responsiveness, and fees.

Issues

The value of this contract is estimated to range from \$20,000 to \$30,000 per year based upon fixed unit cost and hourly rate fees. All of the consultants' fees exceeded the fees proposed by our current consultant, Osage Inc. represented by a single individual, Dave Coulter. However, the recommended consultant, Planning Resources Inc., can provide anticipated architectural landscape design services not available from Osage Inc. Planning Resources Inc. also includes staff personnel with a broader level of experience and certification and is conveniently located nearby in Wheaton for frequent and prompt response time. In addition, Planning Resources Inc. currently provides special storm water management and engineering services to the Village and we have found them to be highly responsible and professional with an excellent working relationship with our customers and Village staff. Planning Resources Inc. meets all criteria for consideration as the lowest responsible bidder and their fees do not exceed the fees submitted by any other bidder except Osage Inc.

The tree preservation plan review and inspection fees charged to permit applicants and developers may be increased to compensate for the increased consultant fees. Adjustments to the Village Code Building Permit Fee Schedule will be evaluated and recommendations will follow.

Proposal Evaluation Summary Sheet Forestry and Tree Preservation Consultants

Planning Resources Inc.

This consultant meets the criteria for the lowest responsible bidder at a higher level than all other consultants. They currently provide stormwater consulting services for special management areas to the Planning & Development Department with a high degree of competence and prompt response time. They employ 12 professionals including two certified arborists and five licensed landscape architects and provide similar services to many other municipalities. Their office location in Wheaton can expedite response time for inspections and customer inquiries and encourages more customer contact. Their capabilities in landscape planning and design, streetscape design, and golf course design will be beneficial to the Village for private development projects or future Village projects. Their fees represent an increase from the fees charged by our current forestry and tree preservation consultant however, this consultant is recommended.

Osage, Inc.

This consultant is a single individual, Dave Coulter, who established his business in 1997 and is based in Oak Park, IL. He has provided forestry and tree preservation consulting services to the Village since 2000. Osage, Inc. primarily provides horticultural services to commercial and residential clients and Dave is both a certified horticulturist (agriculture/gardens) and a certified arborist (trees). Besides Dave's excellent technical knowledge, his strengths include a good personal and working attitude with staff and customers and his fees were the lowest of any consultant. Although very knowledgeable in tree preservation matters, P&D has consistently experienced issues with the administrative functions required with the position. Perceived deficiencies also include lack of initiative, inability to make recommendations, and lack of confidence in the consultant's determination to support the intent and purpose of the tree preservation ordinances. This places an unnecessary burden on staff and this consultant is not recommended.

Natural Path

This consultant specializes in conducting tree inventories and forestry policy development and is located in Chicago. The company has four staff members headed by Mark Duntemann, senior consultant, and three associates. Mr. Duntemann presented an impressive list of the many papers he published, workshops he directed, presentations he conducted, organization affiliations, professional certifications and other related services he performed. It appears unlikely that we would receive his personal services and we would be working with the associates who do not appear to have the minimum desired level of experience, knowledge and certifications. The relatively low fee for some services reinforces this assumption. We attempted to contact this consultant on three occasions over the last three weeks. Our first two calls were not returned, and on the third call we received a message that the mail box was full and we could not leave a message. This consultant is not recommended.

Hey and Associates

This consultant advised that they did not have all the necessary expertise and partnered with another consultant, Urban Forest Management, to submit their joint proposal. Hey's services include landscape architecture, engineering, construction, and management while Urban Forest Management provides forestry and tree preservation services. The need for a team approach is unnecessarily complicated and results in higher fees as reflected in the Fee Comparison Sheet. This consultant is not recommended.

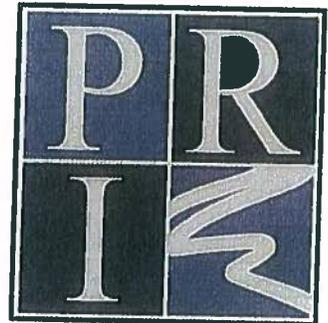
Fee Comparison Sheet - Forestry/Tree Preservation/Landscaping Consulting Services

consulting services	estimated annual number of units	consultant												
		Planning Resources Inc.		Osage, Inc.		Natural Path		Hey and Assoc.						
		Initial fee/ revised fee	annual fee	unit fee	annual fee	unit fee	annual fee	unit fee	annual fee					
A. Fixed fee for Building Division tree preservation consulting services for single family lots:														
1. new single family home	15 each	400/190	2,850	130	1,950	195	2,925	350	5,250					
2. home addition or accessory structure	105 each	250/150	15,750	113	11,865	150	15,750	300	31,500					
3. site improvements (trenching, terracing, and grading over 1,500 SF)	5 each	300/200	1,000	95	475	195	975	400	2,000					
B. Hourly rate to address complaints/violations and enforcement:														
1. all new developments and existing properties upon request	20 hours	100/100	2,000	78	1,560	65	1,300	115	2,300					
E. Hourly rate to provide consulting services for utilities, sidewalk and road work:														
1. village projects in the right of way	40 hours	94/94	3,760	78	3,120	65	2,600	103	4,120					
Estimated Annual Fee to be Paid by Village			25,360		18,970		23,550		45,170					
Actual Fee Paid by Village FY 12					15,000									
C. Hourly rate charged to owner/developer to review private commercial projects through Village Board approval process:														
1. commercial and multi-family development tree preservation plans, landscape plans, and final inspections	40 hours	100/100	4,000	78	3,120	65	2,600	115	4,600					
D. Hourly rate charged to Village to provide landscape design and engineering services for future possible Village projects:														
1. plan, design and prepare bidding, permit and const'n documents	20 hours	85-100/93	1,860		0*	150	3,000	105	2,300					
* services not available from consultant														

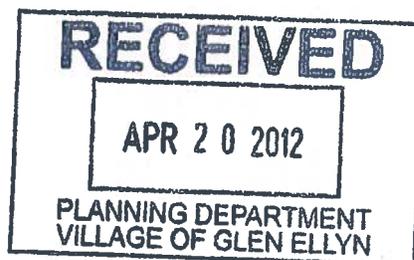
Request for Proposal
**Tree Preservation and
Landscape Consulting Services**
Village of Glen Ellyn

April 19, 2012

Submitted By:
Planning Resources Inc.
Wheaton, Illinois



**PLANNERS
LANDSCAPE ARCHITECTS
ECOLOGISTS**





**PLANNING
RESOURCES INC.**

402 West Liberty Drive
Wheaton, Illinois 60187
Web: www.planres.com
P: 630.668.3788
F: 630.668.4125

April 19, 2012

Ms. Staci Hulseberg, Director
Planning & Development Department
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, Illinois

Dear Ms. Hulseberg:

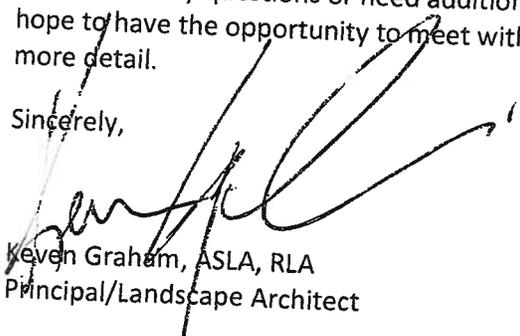
We are pleased to respond to your request for proposal to provide Tree Preservation and Landscape Consulting Services for the Village of Glen Ellyn. Planning Resources Inc. (PRI,) as you know, is located adjacent to Glen Ellyn in Wheaton, and is very familiar with the Village and the goals of the Planning Department. PRI employees 12 professionals representing the expertise of environmental resource management and landscape architecture. PRI has two certified arborists and five licensed landscape architects in the State of Illinois. Additionally, our staff have completed training in "Building with Trees," a course developed by The National Arbor Day Foundation focused on tree preservation during construction and land development.

We have carefully read the Request for Proposal for the **Tree Preservation and Landscape Consulting Services** issued by the Village of Glen Ellyn. We fully understand the request and the requirements and accept the requirements as outlined. As requested, we have provided proposed billing rates for the outlined services. PRI has additional individuals that can assist the Village with tree preservation activities and landscape design and planning services. Therefore, we have provided additional billing rates for our staff consistent with billing rates currently offered to the Village as a preferred client.

The Team – Our approach to these services will be to assign a Project Director, Services Manager, and assistant in technical expertise. These individuals are landscape architects and arborists familiar with the Village and applicable codes of the Village. All individuals assigned to assist the Village have extensive municipal review experience and actual field operations experience. The team will be led by Keven Graham, ASLA, RLA. Keven is a Principal with PRI and has over 20 years experience providing plan review and landscape architectural services for communities including services for Glen Ellyn since 1993. Pat Hickey, certified arborist, will lead the team's effort in providing guidance and tree preservation services. Pat will be PRI's Service Manager responsible for ensuring the Village receives timely and thorough services. Pat will be assisted by Brent Lewis, ASLA, RLA, and a certified arborist with over 12 years of experience providing landscape design and review services for PRI clients.

If you have any questions or need additional information, please do not hesitate to call me. We hope to have the opportunity to meet with you and your staff, to discuss our qualifications in more detail.

Sincerely,


Keven Graham, ASLA, RLA
Principal/Landscape Architect

**PLANNERS
ECOLOGISTS
LANDSCAPE
ARCHITECTS**

Firm Profile

Brief History of Firm
Services Offered



Firm History and Overview

Planning Resources Inc. (PRI) has been in business for 30 years and provides diversified expertise in three primary areas: Landscape Architecture, Environmental Planning, and Community Planning. Our team of licensed professionals is experienced in providing tree preservation and landscape consulting services that will guide the Village of Glen Ellyn Park District with a clear vision for the future of the community.

PRI has grown to employ 12 personnel who provide expertise in a comprehensive range of service areas. Our team includes: Landscape Architects, Park Planners, Wetlands Scientists, Ecologists, Arborists and Land Planners that specialize in:

Master planning services
Park & Recreation Planning
Creative Play Area Design
Sport Facility Design
Site Planning & Design
Construction Administration
Community Enhancement
Urban Design
Public Involvement

Streetscape Design
Landscape Design
LEED Site Work
Healthcare Design
Golf Course Design
Arboriculture Environmental Design
Funding and Grant Application
In addition to environmental and planning services

Given our 30 years of experience, our team has learned that planning and design requires innovative and practical solutions that stand the test of time. PRI professional's help clients make cost-effective decisions based on our proven judgment and experience. With a very stable staff, we are committed to providing leadership, reasoned judgment, and personalized service on every project we deliver.

Planning Resources' Story

The formal PRI presence was established in the Chicago market in 1981. The office in Wheaton is well-situated to serve our growing public sector client base. We have since continued increasing staff expertise in the areas of landscape architecture, park & recreation, wetlands management, and planning, bringing our local staff to 12 individuals.

We support clients in DuPage, Cook, Kane, Lake, and McHenry Counties, and we offer an outstanding Landscape Architecture, Environmental and Planning practice. Some of our current clients include:
Plan Review Consultation Landscape Architecture Design Services

Village of Glen Ellyn

Village of Montgomery

Village of Lisle

Village of Orland Park

Village of Manhattan

Village of Tinley Park

Village of Lake in the Hills

Village of Homewood

Village of Summit

Addison Park District

Wheaton Park District

Canadian National Railway

Illinois Toll Highway Authority

City of Bloomington

Municipal Review Consulting

Planning Resources was built on the service model of consulting services to extend the expertise and knowledge of municipalities. Through our experience we understand how to interpret and manage municipal ordinances and codes to achieve the defined goals of individual communities. We practice reasonable and defensible review policies aimed at protecting the community and the environmental resources while assisting the public in efficient processing of applications. Our staff understands the nature of development and construction as well as the potential impacts to existing trees and proposed landscapes. Our goal is to assist the Village of Glen Ellyn in the promotion of the sustainable standards to promote long term viability of the planned landscape.

PRI's Service Philosophy

Always Communicate – Our team is dedicated to shortening our response time to all requests, phone calls, and e-mails.

Be Responsive - We will give you an answer within hours of your requests or questions.

Work Within a Defined Scope of Services – We will work closely with the Village to ensure you receive the services you expect.

Establish a Realistic Project Schedule – Before beginning work on a project, our team develops a schedule of work and a listing of deliverables.

PRI's Design Philosophy

Design drives everything that we do in landscape architecture, planning, and environmental consulting. At PRI, we believe that design fulfills and propels each client's goals and aspirations; that design articulates spaces to new levels of effectiveness; that design engages, inspires and fulfills; and that design elevates the human experience.

We begin each project by listening to our client. We listen to understand a client's vision, goals and objectives. We design each project in a synthesis of everything that we hear from a client and our own professional expertise---working collaboratively and uniting all professional disciplines in the process to create truly integrated design solutions. We deliver each project with responsive service and technical excellence to the complete satisfaction of our client, which is the ultimate measure of our success.

Natural Resources Capabilities

Planning Resources is one of the foremost full-service natural resource planning and management firms in the Midwest. Our projects have ranged from county-wide natural resource inventories and city-wide natural resource management planning, to helping individual private landowners plan for and restore natural areas. Our staff members are deeply committed to their work, something reflected by the continued confidence our clients express for the natural resources services we provide.



Staff Experience and Certification

OUR TEAM BRINGS PROFESSIONALS WITH MANY OF EXPERIENCE MANAGING LANDSCAPES, ENVIRONMENTAL RESOURCES AND TREE PRESERVATION.

**Keven Graham
Planner**

Keven is the Director of Operations with Planning Resources and a licensed landscape architect with over 20 years of experience. Keven will direct Planning Resource's consulting work with the Village.

environmental review be required or coordination with Village policies

**Patrick Hickey
Arborist**

Pat has more than 14 years of experience in providing arboriculture services to clients in Northern Illinois. A certified Arborist, Pat is also a licensed pesticide applicator in Illinois. His extensive experience in providing field construction services will provide a complete knowledge and ability to direct projects. Pat will serve Glen Ellyn as the primary contact and arborist for review services.

**Steve Halberg
Landscape Arch.**

Steve brings over 30 years of experience in the management and oversight as well as design of landscapes. Steve served in the management role for Elk Grove Park District and the DuPage Forest Preserve prior to transitioning to the private consulting business. Steve has extensive field operations experience. In addition to being a licensed landscape architect, he also holds an Illinois pesticide applicators license.

**Brent Lewis
Landscape Arch.**

Brent will serve as assistant to Pat in the management of review services. Brent has provided review and inspection services for several communities including Orland Park and Lake in the Hills. Brent is a Licensed Landscape Architect and a certified arborist in Illinois.

**Lori Vierow
Landscape Arch.**

Lori is a licensed landscape architect and is certified as LEED AP BD +C; she provided on-going landscape review and inspection in Orland Park along with Brent. Lori is the Assistant Director of Landscape Architecture at Planning Resources and manages landscape design projects for commercial, institutional and street scape projects.

**Darrell Garrison
Landscape Arch.**

Darrell brings an extensive knowledge of landscape architecture. As a licensed landscape architect, Darrell directs design through implementation of landscape improvements. Darrell is also the Chairman of the Illinois Landscape Architectural Licensing Board.

**Ryan Alexander
Landscape
Design**

Ryan is a landscape designer and will assist with occasional field support and inventory assessment as needed. Ryan manages Planning Resources GIS system and will support the review team with necessary cataloging of data.

**Juli Crane
Dir. of Ecology**

Juli has been with Planning Resources as Director of Ecology for 22 years and is very familiar with the Village of Glen Ellyn, where she directs the firm's on-going wetland and environmental review services. Juli will provide back up to Pat should additional.



Team Responsibility, Licensure, and Certifications

Project Director: Keven Graham, ASLA, RLA Illinois Landscape Architect # 157.000150

Project Manager: Patrick Hickey, ISA Certified Arborist IL – 1385
Applicators License CA 04347162

Asst. Project Manager: Brent Lewis, ASLA, RLA, ISA Illinois Landscape Architect # 157.001325
ISA Certified Arborist Registration # 248013336

Support: Darrell Garrison, ASLA, RLA, CPSI Illinois Landscape Architect 157.000155
Lori Vierow, ASLA, RLA, LEED AP Illinois Landscape Architect 157.001163
Steven Halberg, ASLA, RLA Illinois Landscape Architect 157.000857
Applicators License CA 04341109
Juli Crane, PWS, LEED AP
Ryan Alexander, Associate ASLA



Keven L. Graham, ASLA, RLA Managing Principal/Landscape Architect

Education

Bachelor of Landscape Architecture, 1989 Iowa State University
Illinois Central College, A.S. Architectural Construction Technology, 1985

Registration

Registered Landscape Architect, State of Illinois #157-000150
Registered Landscape Architect, State of Iowa, #316 by Registration Exam
Crime Prevention through Environmental Design (CPTED)

Introduction

Keven is the Managing Principal of Planning Resources and a licensed landscape architect. Keven has over twenty years of experience in the enhancement and revitalization of business districts and transportation corridors, including the preparation of final design and construction documents for streetscape improvements, roadway lighting, paving, median and right of way landscaping and the enhancement of public spaces. He is a past president and current Trustee of the Illinois Chapter of the American Society of Landscape Architects and actively involved in the creation of environmentally sustainable design solutions for land development.

Representative Projects

Consulting Landscape Architect, Manhattan, Illinois — Oversees and directs all landscape review and ordinance updates for the Village landscape codes. Reviews landscape recommendations, stormwater basin review for Best Management Practice and compliance with local codes and guidelines.

Consulting Landscape Architect, Frankfort, Illinois — Manages the Village's review for landscape improvements, stormwater basin design and ordinance review. Coordinates landscape inspections and bond release estimates.

Landscape Architect and Village Planner, Bloomingdale Illinois — Prepared landscape/site plan review and developer coordination for commercial, industrial and residential developments in the Village. Conducted inspections of completed landscape improvements for compliance with the approved landscape plans. Assisted the Village with design of specialty projects.

Landscape Architect Consultant, Tinley Park, Illinois — Directs PRI landscape review services for the Village. These services include initial review and recommendations for compliance with the Village Landscape Ordinance. Conducts landscape audits for completed projects and has assisted with site plan review of key developments including several mixed-use projects.

Consulting Landscape Architect, Orland Park, Illinois — Oversees and directs all landscape review and ordinance updates for the Village landscape codes. Reviews landscape recommendations and stormwater basin review for Best Management Practice.

Affiliations

American Society of Landscape Architects

Illinois Chapter American Society of Landscape Architects Past President

United States Green Building Council (USGBC)

Honorary Society of Tau Sigma Delta

Illinois Parks and Recreation Association - Affiliate Member

Special Assignments

Guest Lecturer, University of Illinois, Spring 1997

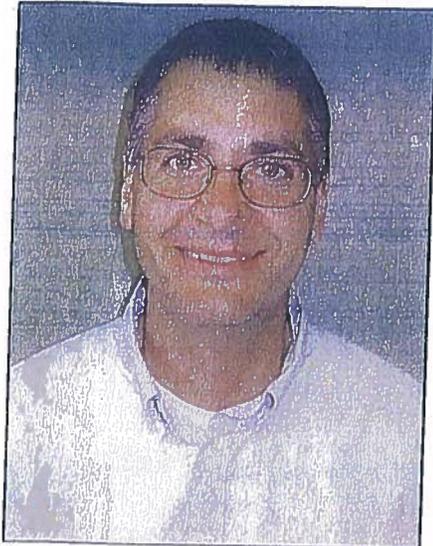
Guest Speaker, Harper College, Spring 1997

Speaker/Moderator, Integrating Natural Resource into Site Planning

ASLA advisory committee on LEED

Speaker at USGBC International Conference 2002 & 2003





Patrick T. Hickey
Senior Ecologist

Education

B.S. Natural Resource Management 1990, University of WI-Stevens Point

Registration

Certified Arborist (IL-1385A)
Kane County Wetland Review Specialist (#W-023)
Lake County Certified Wetland Specialist (#C-009)
Lake County Designated Erosion Control Specialist
Certified Prescribed Burn Manager (IDNR#10-056)
Licensed Pesticide Applicator (#CA04347162)

Introduction

Pat has been a certified arborist since 1998 and has performed over 50 tree inventories and assessments in northern Illinois. Other services include wetland delineations, plant community monitoring, native landscape design, wetland permitting, mitigation design, natural area assessments, wetland permit reviews, creek assessments, preparation of natural area restoration plans, sediment and erosion control inspections, threatened and endangered species surveys and installation and management of native vegetation.

Representative Arboricultural Services

Batavia Park District, Batavia, Illinois –

Evaluated trees within a woodlot and prepared a long term woodland improvement plan.

Faganal Buliders, Batavia, Illinois –

Inventoried trees within a proposed residential subdivision and estimated potential impacts by underground utilities.

Private Landowner, DeKalb, Illinois –

Assessed replacement costs for trees impacted by overhead utility work.

Royal Fox Golf Club, St. Charles, Illinois –

Assessment and prognosis of tree injured by heavy machinery.

Wyndham Deerpoint, West Chicago, Illinois –

Inspected condition of planted trees within a residential subdivision and made recommendations for replacement.

Lake County Forest Preserve, Illinois –

Performed woody brush removal within sensitive natural areas.

Past Work Experience:

ENCAP, Inc.

Peace Corps

Kane-DuPage Soil and Water
Conservation District

U.S. Fish and Wildlife Service





Brent C. Lewis, PLA, CA, ASLA
Senior Landscape Architect

Education

Bachelor of Science in Agriculture, emphasis in Ornamental Horticulture, 1997, Kansas State University

Master of Landscape Architecture, 2003, Kansas State University

Registration

Registered Landscape Architect: State of Illinois #157.001325
ISA Certified Arborist (Reg. #248013336)

Introduction

Brent provides experience as a Landscape Architect, Certified Arborist and Horticulturist, consulting with municipalities in their development processes and preparing landscape designs and construction documents. His experience covers a wide range of projects from residential and commercial developments to zoos, public parks and municipal projects.

Representative Projects

Landscape Plan Reviews and Landscape Inspections, Village of Orland Park, Illinois –

Serve as consulting landscape architect, providing ongoing landscape review/inspection and arborist inspection/review.

Landscape Plan Reviews and Landscape Inspections –

Serve as consulting landscape architect, providing ongoing landscape review/inspection.

Canadian National Railroad (CN) – Conducted tree survey and prepared preservation plan.

Consulting Landscape Architect, Manhattan, Illinois – Evaluated street tree replacement selections and locations based on need due to Emerald Ash borer impact.

Heritage Woodland Sanctuary Park, Lemont Township, Illinois –

Conducted tree survey in portions of 58 acre site and assisted with master plan creating context sensitive planting plans

Home Depot, Normal Illinois –

Conducted tree survey and prepared preservation plan.

PrairieWalk Pond, Lisle, Illinois –

Prepared landscape planting plan and implementation oversight for public park improvements.

Landscape Plan Reviews and Landscape Inspections, City of Hickory Hills, Illinois –

Serve as consulting landscape architect providing landscape development review work and providing design services as necessary.

Affiliations

American Society of Landscape Architects

International Society of Arboriculture





Darrell E. Garrison, ASLA, RLA, CPSI
Principal/Director of Landscape Architecture

Education

Bachelor of Landscape Architecture, 1988, Ball State University
Bachelor of Environmental Design, 1988, Ball State University

Registration

Registered Landscape Architect: State of Illinois #157-000155
Certified Playground Safety Inspector, #3070-0507

Introduction

Darrell brings both an extensive knowledge of Landscape Architecture and an in depth understanding of public spaces; and how the people and children manipulate these spaces. Darrell has over 20 years of professional experience in park and recreation planning, urban design, site and physical planning and Landscape Architecture. He initiates design and planning concepts as well as oversees the implementation of all design related issues. He coordinates the efforts of the project team from the initial site analysis and programming through project completion. He has participated in a wide range of management and technical roles in site planning, landscape architectural design, streetscape enhancements, and park and recreation planning projects. His skills and interests lie in the development, coordination and implementation of inter-disciplinary projects from schematic design to the "built" project.

Representative Projects

General Landscape/Site Development Projects:

Better Boys Foundation (Kellman Recreation Center) Chicago, Illinois
Prepared master plan/design and construction documents

Clock Tower Plaza, Elk Grove Village, Illinois
Prepared design master plan and construction documents/specifications for a public plaza as part of the Village's Municipal Campus Complex

Floral Park, Northbrook, Illinois
Developed conceptual designs for a new park site and facilitated public involvement process. Conceptual plans followed the Sustainable Sites Initiative

Immersion learning Center, Brookfield Zoo, Brookfield, Illinois
Prepared conceptual designs for a new education center recreation site. Design concepts are based on sustainable design, LEED standards. Research included the understanding of cognitive play, imaginative play spaces and biomimicry

Bolingbrook High School, Bolingbrook, Illinois
Prepared master plan/design and coordinated construction documents for a new school site

Affiliations

Illinois Landscape Architect
Registration Board – Member

American Society of Landscape
Architects – Member

Illinois Chapter American Society
of Landscape Architects – Public
Service Chair

National Organization for
Minority Architects-Affiliate
Member

Illinois Chapter National
Organization for Minority
Architects – Affiliate Member

Illinois Parks and Recreation
Association - Affiliate Member
Friends of Illinois Parks - Member

Special Assignments

Guest Lecturer, Township
Officials of Illinois, November
2005, "The OSLAD Grant Process"
Guest Lecturer

College of DuPage, 2003-2010,
"Landscape Design &
Presentation Graphics,
Guest speaker





Juli E. Crane, PWS, LEED AP
Director of Environmental Studies

Education

M.S. Fisheries & Wildlife, Wetland Ecology emphasis, 1997,
Utah State University
B.S. Wildlife & Range Resources 1987, Brigham Young University

Registration

Society of Wetland Scientists – Professional Wetland Scientist (#000917)
Kane County Wetland Review Specialist (#W-027)
Lake County Certified Wetland Specialist (#C-013)
LEED AP

Introduction

Juli directs the environmental studies group for Planning Resources. With over 22 years of experience, she brings expertise in stormwater ordinance and technical manual development related to water quality and natural resources (e.g., wetlands, riparian areas, buffers, etc.). She offers special expertise in agency coordination and regulatory compliance for natural resources permitting and project implementation. As a member of various Village Planner interdisciplinary teams, she seeks to promote ecologically sound development in compliance with county- and village-adopted ordinances governing stormwater and corollary natural resources.

Representative Projects

*Village of Montgomery, Montgomery, Illinois –
Plan review services for development submittals to ensure compliance*

*Montgomery Stormwater Basin Design Guidelines, Montgomery, Illinois –
Assisted with update of stormwater basin native landscape design guidelines*

*Village of Glen Ellyn General Assistance, Glen Ellyn, Illinois –
Attend pre- application meetings, verify and preformed wetland delineations and determinations and review site development plans to ensure compliance with codes*

*Plan Reviews, Various Communities, Illinois –
Reviewed site development plans pursuant to the Villages of Killdeer's Natural Area ordinance; reviewed landscape plans for compliance with wetland section of the Village of Orland Park's Landscape Development Code and more*

*DuPage County Stormwater Ordinance Compliance Reviews -
Reviewed development proposals for compliance relative to special management areas; tasks included participating in pre-application meetings, wetland verification, determination and delineation and reviews site development plans, and plan improvements*

Affiliations

The Nature Conservancy

Assoc. of State Wetland
Managers

Illinois Native Plant Society

Society of Wetland Scientists

Society for Ecological Restoration

Arbor Day Foundation

Illinois Assoc. of Environmental
Professionals

The Morton Arboretum

Chicago Botanic Garden

The Conservation Foundation

Pertinent Skills

Plan reviews relative to local
ordinances for special management
areas

Environmental submittal review/
permitting/wetland and natural area
impact mitigation, restoration, and
enhancement planning and design as
well as compliance monitoring

Technical reviews





Steven M. Halberg, ASLA, RLA, CLARB
Senior Consultant

Education

Bachelor of Landscape Architecture, University of Illinois
Illinois Benedictine College, Masters of Business Administration
Finance Concentration
National Golf Foundation, Golf Management School 2-years
National Recreation and Park Association, Park Maintenance Management
School 2-Years

Registration

Council of Landscape Architects Registration Board (CLARB)
Registered Landscape Architect: State of Illinois #157-000857
Registered Landscape Architect: State of Wisconsin #629-014

Introduction

Steve has more than 34 years of experience in the landscape architecture field; including 16 in park and recreation master planning, 7 in golf course management, and 15 years in the golf course architectural design field as principal designer and owner of David Gill/Steven Halberg Limited Golf Course Architects. He is a senior consultant of PRI in Wheaton. In addition to his design and management experience, Steve has served as an expert witness on multiple occasions in the evaluation of existing golf courses for the Forest Preserve District of DuPage County and brings much strength to project management.

Representative Projects

Oak Grove Golf Course, Harvard, Illinois

Principal designer and golf course architect for the design of the 18-hole Oak Grove Golf Course. Developed the routing plan to preserve significant Oak trees including developing the pre and post construction tree preservation and protection strategies

DuPage River Park Trail Project, Naperville, Illinois

Principal designer and landscape architect for the design and routing of the ¾ - mile multi-purpose trail from Washington Street to Waylon Lake Forest Preserve

Maple Meadows Golf Course Woodridge, Illinois

Principal designer and golf course architect for the design of the 18-hole Maple Meadows Golf Course. The course traversed a former tree nursery site

Forest Preserve District of DuPage County DuPage County, Illinois

Principal designer and landscape architect on numerous development projects, all of which included tree inventories and development of tree preservation

Affiliations

American Society of Landscape
Architects (ASLA)

Illinois Chapter American Society
of Landscape Architects –
President-Elect 2010-2011

Illinois Chapter American Society
of Landscape Architects –
Past President 1995-1997

Illinois Chapter American Society
of Landscape Architects-
President Elect 1991-1993

Illinois Chapter American Society
of Landscape Architects-
Awards Committee 1991-1993

Illinois Chapter American Society
of Landscape Architects-
Treasurer 1988-1989

Midwest Institute of Park
Executives

National Recreation and Park
Association





Lori M. Vierow, RLA, ASLA, LEED AP BD+C
Assistant Director of Landscape Architecture

Education

Bachelor of Landscape Architecture, Iowa State University, 1992

Registration

Registered Landscape Architect: State of Illinois #157-001163
LEED AP BD + C #10318178

Introduction

As Assistant Director of Landscape Architecture, Lori provides nineteen years of experience in the landscape review for compliance with Village codes and the coordination of project teams from the initial site analysis through project completion, including construction observation and contract administration. She also directs the preparation of construction documents and coordinates interdisciplinary teams on a variety of projects. Her experience includes landscape design and construction documents for projects ranging from public parks, and urban streetscapes, to residential, commercial, and healthcare developments.

Lori currently serves as Secretary for the USGBC West Suburban Branch and is actively involved with Habitat for Humanity.

Affiliations

American Society of Landscape Architects

United States Green Building Council: West Suburban Steering Committee

Morton Arboretum

Special Assignments

Guest Speaker, 2010 Mid-Am Trade Show, Sustainable SITES

Horticulture Instructor, College of DuPage, 1996-2010

Midewin Charrette Participant: A Burnham Centennial Activity, 2009

Guest Speaker, Illinois Park and Recreation Conference, 1997

Representative Projects

Orland Park, Orland Park, Illinois -

Developed landscape ordinance update and reviews proposed landscape plans for compliance with Village codes

Tinley Park, Tinley Park, Illinois -

Prepared landscape reviews for compliance and conducted landscape inspections/audits

Tinley Park Metra Station, Tinley Park, Illinois -

Developed landscape planting plan and provided construction oversight of public plazas and landscape improvements

Elk Grove Entry Way Fountain, Elk Grove Village, Illinois -

Developed plans for a public fountain and landscape as part of the community's entry way

Algonquin Streetscape, Algonquin, Illinois -

Planned and designed public improvements and landscape plans for Harrison Street



References



PRI's repeat client base is a testament to our ability to provide accurate, cost-effective solutions to complex problems. Please feel free to contact the following references to learn more about our performance.

Client: Village of Montgomery

Contact: Jarad Chipman, AICP Planner

Services Provided: Landscape Plan Review and Inspection, Tree Preservation, Environmental Review

Telephone Number: (630)896-8080-1224

Client: Village of Orland Park

Contact: Kimberly Floam, Landscape Architect

Services Provided: Landscape Plan Review and Inspection, Tree Preservation, Wetland and Environmental Review, Landscape Design, Grant Support

Telephone Number: (708) 403-6115

Client: Lake in the Hills

Contact: Dan Olson, AICP, Dir. Community Development

Services Provided: Landscape Plan Review and Inspection, landscape and site plan development

Telephone Number: (847) 960-7440

Client: Village of Summit

Contact: Chet Strzelczyk, Village Administrator

Services Provided: Streetscape Design Services

Telephone Number: (708)563-4814

Client: Village of Homewood

Contact: Maximilian Massi, P.E., Engineer

Services Provided: Landscape Design and Project Management

Telephone Number: (708) 206-2909

Client: City of Hickory Hills

Contact: Mike Howley, Mayor

Services Provided: Landscape Plan Review and Inspection, Streetscape Design

Telephone Number: (630) 560-1009 (work number)



Municipal Plan Review Process:

Plan Review and Audit – We have developed an easy-to-read format for relaying information related to tree preservation and landscape reviews. While we have provided these reviews for the Village in the past we are happy to provide additional samples of our work upon request. Our reviews relate to applicable zoning, subdivision, and control ordinances and codes established by the Village of Glen Ellyn. Our reviews follow proper and accepted arboriculture and horticulture standards for Northern Illinois and are respectful of the character of the established area. We pay special attention to the vision and desire of the community leaders and feel it is our responsibility to represent the Village in achieving this vision through consistent and defensible review.

Landscape Design Services – Our team of Professional Landscape Architects will provide design based on attention to detail and consideration of long term management and maintenance. Planning Resource's landscape architects follow a landscape principle based on sustainability and achieving long term results by selecting the right plant for the right place. This planning approach results in the establishment of landscapes that are environmentally diverse and landscapes that are fiscally responsible for the community.

Availability for Inspection – We understand that tree preservation and landscape inspections are often tied to the construction scheduling and receipt of occupancy permits. Therefore, we will respond to requests for site inspections and consultation within 48 hours of the request. We have five licensed landscape architects and two certified arborists within three- miles of the Village's offices. We feel this level of coverage allows our team to represent the Village in a timely and responsible manner.

Timeliness – All of our municipal clients have deadlines and timelines for submitting project reviews. We would commit to providing reviews within one week of receipt of plans and drawings for consideration of the Village. We also understand that, from time to time, there is a need for more expedited timeframes, and we will commit to assisting the Village to the best of our availability regarding rush projects. Given our depth and qualified staff we will work with the Village to cover all requests.

Progress Reports/Billings and Hourly Rates – Our work as consultant planners has enabled us to develop a billing system that includes progress reports for work that has been carried out on individual and specific projects in a given month. We provide this break out as support documentation for use in pass through billing by the Village. We have included a billing schedule in addition to the Village's outlined CONSULTING SERVICES FEE SCHEDULE. We are providing this for additional services the Village may from time to time request. Our staff of qualified professionals conducts reviews and inspections in a time efficient manner, without incurring unreasonable costs to either the Village or the petitioner. Most of our municipal clients enter into agreements with developers that require the developer, rather than the Village to pay for the cost of our services. If requested, we can provide an estimate of costs for our services that can be presented to the developer in advance.



- c. property damage \$10,000
- d. worker's compensation as required by law

CONSULTING SERVICES FEE SCHEDULE

AMENDED - SEE ATTACHMENT 'A'

JML

TPL consulting service fees are established by a combination of a fixed unit fee and/or an hourly rate. The fixed fee includes an unlimited number plan reviews, inspections and applicant contacts to obtain compliance with tree preservation requirements and completion of the work. Please complete the following fee schedule for your services and include this information in your proposal:

- A. Fixed fee for Building Division tree preservation consulting services for single family lots:
 - 1. new single family home with demolition or on vacant parcel \$ 400.00 each
 - 2. home addition or accessory structure over 300 square feet \$ 250.00 each
 - 3. site improvements/grading/landscaping over 1,500 square feet \$ 300.00 each

- B. Hourly rate for Building or Planning Division tree preservation consulting services to investigate problems and complaints, propose suggestions and alternatives to resolve conflicts, and document violations to support enforcement actions:
 - 1. all new developments and existing properties upon request \$ 100.00 per hour

- C. Hourly rate for Planning Division commission project consulting services for subdivisions, special use projects, planned unit developments or any other commercial or multi-family development project except single family lots:
 - 1. commercial and multi-family developments \$ 100.00 per hour

- D. Hourly rate for Planning Division landscape design consulting services:
 - 1. plan, design and prepare bidding, permit, and construction documents for landscape improvement projects for the Village of Glen Ellyn \$ 85-100.00 per hour

- E. Hourly rate for Public Works Department tree preservation consulting services:
 - 1. projects on public property in the right of way \$ 94.00 per hour

CONSULTANT SERVICES TERMS AND CONDITIONS

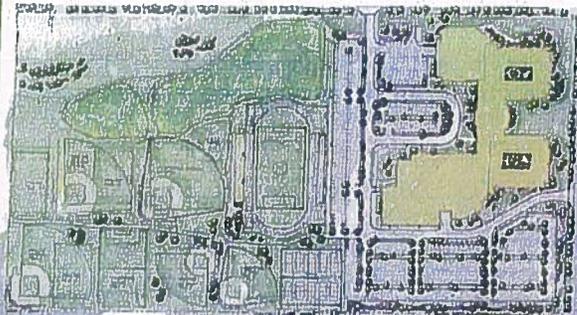
- 1. Applicants are expected to notify the Village of any discovered ambiguity, error, conflict, discrepancy, omission or other deficiencies in this RFP and request modifications or clarifications.
- 2. The TPL consultant must maintain a business in good standing and utilize staff with current and required certifications.



PLANNING RESOURCES INC.

Planning Resources Inc. offers unparalleled professional expertise combined with individualized service. We understand the importance of technical and regulatory requirements, and value the integrity of sensitive planning, community outreach and economic competitiveness.

LANDSCAPE ARCHITECTURE



PRI's site design and planning enhances built and natural environments, respects the integrity of the ecological systems and provides creative spaces where people can enjoy their communities.

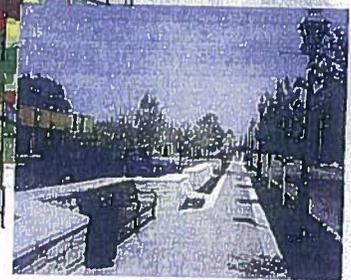
- Site Planning & Design
- Community Enhancement
- Park & Recreation Planning
- Sports Facility Design
- Creative Play Area Design
- Construction Administration
- Urban Design
- Streetscape Design
- Landscape Design
- LEED Site Work
- Grant Support
- Healthcare Design



COMMUNITY PLANNING

PRI's land use and redevelopment plans provide a vision for the future based on an understanding of the past, providing a framework from which communities can realize their social and economic goals, develop linkages to allow them to interact and create images to express who they are.

- Comprehensive Land Use Plans
- Consulting Municipal Planning
- Site Plan Review
- Zoning Ordinances & Updates
- Public / Community Workshops
- Downtown Planning / Town Centers
- Transit-Oriented Design
- Redevelopment / Adaptive Re-Use
- Industrial Revitalization
- Sustainable / Green Planning
- Open Space Master Planning
- Public Surveys





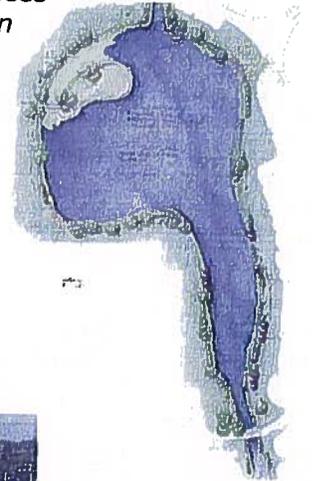
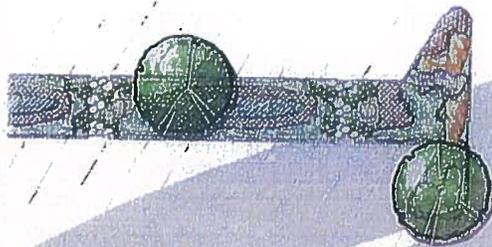
PLANNING RESOURCES INC.

Planning Resources Inc. specializes in community planning, landscape architecture, transportation planning and natural resources protection and management. Since its founding in 1982, Planning Resources has offered an interdisciplinary approach to projects, focusing on creating and maintaining livable communities.

NATURAL RESOURCES

PRI approaches environmental analysis and planning as an opportunity to create a balance where human activities respect and co-exist with our natural surroundings in a functionally effective, ecologically sound and economically viable manner.

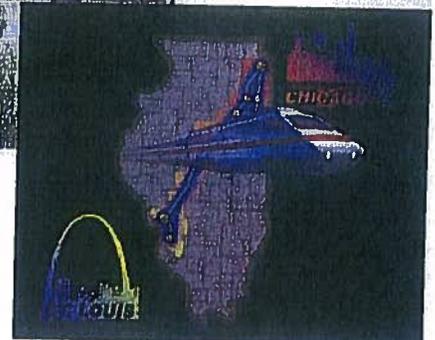
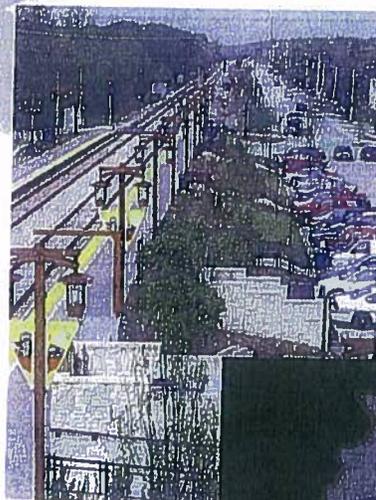
- *Streambank Stabilization Plans*
- *Threatened & Endangered Species*
- *Monitoring & Management Plans*
- *Wetland Delineation & Analysis*
- *Best Management Practices*
- *Native Landscape Design*
- *Regulatory Services*
- *Wildlife Habitat Analysis*
- *Wetland Mitigation*
- *Tree Surveys*



TRANSPORTATION PLANNING

PRI, an IDOT pre-qualified firm, applies an interdisciplinary approach to highway and rail projects, including the expansion of existing facilities and new facilities, in developing alternatives, public and agency involvement programs and regulatory agency documentation for transportation projects.

- *NEPA Documentation*
- *Environmental Assessment*
- *Alternatives Analysis*
- *Agricultural Impact Analysis*
- *Air, Noise & Water Quality Analysis*
- *Corridor & Feasibility Studies*
- *Land Use & Socio-Economic Analysis*
- *Corridor Enhancements*
- *Section 4(f), 6(f) and 106 Reports*



ARBORICULTURAL SERVICES



Our staff of Certified Arborists is dedicated to providing the highest quality tree and plant health care management services available. We specialize in all aspects of arboriculture in addition to a wide range of ecological services. As professional arborists, our goal remains the protection and beautification of a project site while maximizing aesthetic balance and enhancing environmental quality.

Planning Resources Inc. provides consulting services for both private clients and professionals in particular Surveyors, Architects, Landscape Architects, Municipal Planners, developers and land owners. We also provide a service for local authorities, statutory bodies and other organizations.

Providing Services in:

- Tree Inventory & Condition Assessment (Risk Assessment)
- Tree Preservation/Protection Plans (TPP)
- Wood and Surveys & Management Plans
- Arboricultural Tree Constraints Assessment (ATCS)
- Arboricultural Implication Assessment (AIA)
- Damage Assessment & Remediation Recommendations
- Selection of species and planting locations for trees
- Site Supervision of tree pruning, planting, transplanting and removals



We are strictly a consulting practice that provides a wide range of tree surveying and inspections that are tailored to suit the Client's requirements and range from single trees to large scale woodlands and urban forests.

We are a progressive professional practice with a dedicated, motivated and friendly staff who provide sympathetic and pragmatic solutions to tree and ecological management in both the urban and wider environment.



PR **PLANNING RESOURCES INC.**
PLANNERS LANDSCAPE ARCHITECTS ECOLOGISTS

LANDSCAPE ARCHITECTURE



VISION

Providing Services in:

- Conceptual Design Development
- Preliminary and Final Design
- Construction Administration
- Maintenance Review
- Graphic Illustration
- Cost Analysis/Feasibility

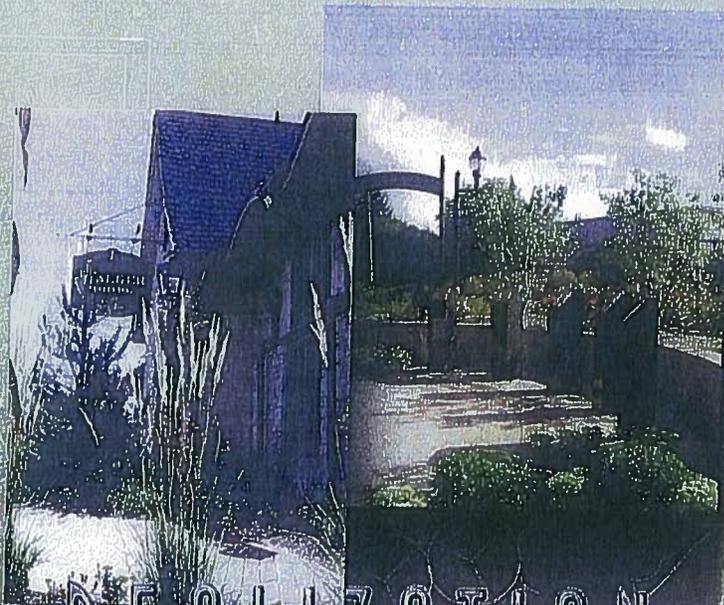
Affiliations:

- American Society of Landscape Architects (ASLA)
- Illinois Park and Recreation Assoc. (IPRA)
- American Planning Association (APA)
- United States Green Bldg. Council (USGBC)



CREATIVITY

Our drawing process begins with considering and understanding the site along with the project program which culminate in unique and creative design solutions. Along that same line, our principles are rooted in stewardship, creativity, communication and collaboration. Our focus on attention to detail ensures successful projects through all phases of design from schematic to final implementation. Planning Resource's staff of landscape architects, planners and ecologists work together to provide an integrated team approach which ultimately develops sustainable designs. Through communication and collaboration we often work with architects, engineers and artisans to achieve notable projects. Our firm's creativity, technical competence and ability to translate design theory into successfully built environments enable us to undertake the most challenging of projects.



REALIZATION



PLANNING RESOURCES INC.
PLANNERS LANDSCAPE ARCHITECTS ECOLOGISTS

402 W. Liberty Dr., Wheaton, Illinois 60187 ph: 630.668.3788 fx: 630.668.4125

www.planres.com

ENVIRONMENTAL SERVICES

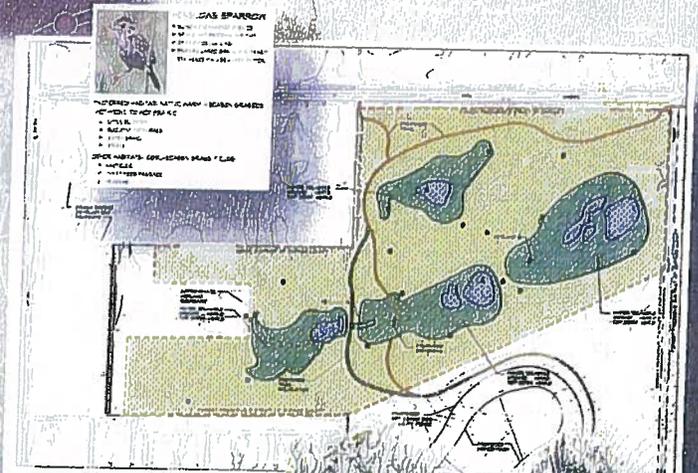
Planning Resources' interdisciplinary approach to natural resources issues focuses on ways to create livable communities that respect community heritage and meet today's needs for growth and development, while protecting and enhancing natural systems and resources for the benefit and health of future generations.

Planning Resources believes that the key to successful environmental planning is the culmination of thorough analysis, design integration and attention to detail in the implementation of development activities.

ANALYSIS

Providing Services in:

- Welland Delineation/Planning
- Mitigation Design
- Natural Area Assessment
- Environmental Impact Assessment
- Naturalized Stormwater Basins
- Streambank Stabilization
- Threatened/Endangered Species Surveys
- Wildlife Habitat Analysis
- Water Quality Assessment
- Interpretive Signage



DESIGN

Our experienced staff of environmental scientists brings an understanding of both terrestrial and aquatic natural systems to the planning process. We work to achieve environmentally sound and legally defensible solutions. PRI personnel have

years of regulatory experience, enabling us to assist with environmental permitting and serve as technical representatives for local, state, and federal regulatory agencies in a cost effective manner.

IMPLEMENTATION



**Agreement for Professional Services
Between Planning Resources Inc.
and
Village of Glen Ellyn**

May __, 2012

This AGREEMENT made and entered into this ____ day of May, 2012 by and between PLANNING RESOURCES INC., 402 WEST LIBERTY DRIVE, WHEATON, ILLINOIS 60187 (hereinafter referred to as the "CONSULTANT"), and the VILLAGE OF GLEN ELLYN, 535 DUANE STREET, GLEN ELYN, IL 60137 (hereinafter referred to as the "CLIENT"),

WITNESSETH THAT:

WHEREAS, the CLIENT desires to engage the services of the CONSULTANT to furnish ongoing consulting services and professional assistance services for the Village of Glen Ellyn, Illinois (hereinafter referred to as the "PROJECT"), and the CONSULTANT has signified their willingness to furnish technical and professional services to the CLIENT.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

A. Scope of Consultant's Services:

The CONSULTANT agrees to perform in a good and professional manner those services described in Attachment A, a copy of which is attached thereto and incorporated in this AGREEMENT.

B. Services to be provided by the Client:

The CLIENT shall provide one copy of applicable Village Ordinances, plans and policies. In the event that any information, data, reports, records and maps are existing and available to CLIENT and are useful for carrying out the work on this PROJECT, as determined by the sole discretion of the CLIENT, this information shall be promptly furnished to the CONSULTANT. Examples could include base maps, utility atlas, aerial photography, boundary survey, etc.

If, by reason of any fault of CLIENT, materials or services to be provided by the CLIENT are not made available to the CONSULTANT in a timely manner, the CONSULTANT may, at its option, notify CLIENT in writing, and stop work on the PROJECT until such materials or services are provided.

C. Changes:

The CLIENT may from time to time, require or request changes in the scope of services of the CONSULTANT to be performed hereunder. Such changes, including any appropriate increase or decrease in the amount of compensation, which are mutually agreed upon by and between the CLIENT and the CONSULTANT, shall be incorporated in written amendments to the AGREEMENT.

D. Consultant's Compensation:

The CONSULTANT shall be compensated for services rendered under the terms of Section E of this AGREEMENT. Services will be billed, monthly, according to the Consulting Services Fee Schedule attached. Time will be billed, by project, on a monthly basis.

E. Method of Payment:

The CONSULTANT shall submit invoices to the CLIENT not more often than once per month during the course of the work, for partial payment on account, for work completed to date. Such invoices shall represent the value of the partially completed work and shall be accompanied by a one to two-page progress report documenting the work accomplished at the end of the billing period. Invoices shall be due and payable within thirty (30) days of receipt by the CLIENT.

F. Time of Performance:

The services of the CONSULTANT will begin upon execution of this AGREEMENT by both parties. Absent causes beyond the control of the CONSULTANT, the CONSULTANT shall complete the work covered by this AGREEMENT within six (6) months from the date of notice-to-proceed. This AGREEMENT shall expire two (2) months after the scheduled completion date specified herein, unless the time is extended by mutual agreement of the CLIENT and CONSULTANT, as evidenced by an amendment to this AGREEMENT.

G. Hold Harmless:

Client and Consultant each agree to indemnify and hold the other harmless, and their respective officers, employees, agents, and representatives from and against liability for all claims, losses, damages, and expenses, including reasonable attorney's fees, to the extent such claims, losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of the Client and Consultant, they shall be borne by each party in proportion to its negligence.

H. Termination:

This AGREEMENT may be terminated by either party upon seven (7) days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. This AGREEMENT may be terminated by the CLIENT

upon at least seven (7) days' written notice to the CONSULTANT in the event that the PROJECT is abandoned by the CLIENT.

In such event, all finished and unfinished documents and work papers prepared by the CONSULTANT under the AGREEMENT shall become the property of the CLIENT and the CONSULTANT shall receive the compensation to which it is entitled based upon hours of work performed and expenses incurred in accordance with Sections D and E.

I. Nondiscrimination:

The CONSULTANT agrees not to discriminate by reason of age, race, religion, color, sex, national origin, or handicap unrelated to the duties of a position, of applicants for employment, promotion, demotion or transfer, recruitment, layoff or termination, compensation, selection for training, or participation in recreational and educational activities. This contract is subject to and governed by the rules and regulations of the Illinois Fair Employment Practices Act.

J. Contract Documents:

The contract documents that constitute the entire AGREEMENT between the CLIENT and the CONSULTANT shall include the following component parts, all of which are attached hereto and shall be deemed to be a part hereof just as though set forth in full in this AGREEMENT.

Attachment A – Consulting Services Fee Schedule

K. Excusable Delays:

The CONSULTANT shall not be in default by reason of any failure in performance of this AGREEMENT in accordance with its terms (including any failure by the CONSULTANT to make progress in the prosecution of the work hereunder which endangers such performance) if such failure arises out of causes beyond the control and without the fault or negligence of the CONSULTANT. Such causes may include, but are not restricted or limited to, acts of God or of the public enemy, acts of government in either the sovereign or contractual capacity, fires or floods, but in every case, if the failure to perform is beyond the control and without the fault or negligence of the CONSULTANT, the CONSULTANT shall not be deemed to be in default.

L. Extra Work:

No extra work will be undertaken without written authorization. If requested and authorized in writing by the CLIENT, the CONSULTANT will be available to furnish, or obtain from others, extra work of the following types:

1. Extra work due to changes in the general scope of the study including, but not limited to, changes in size, complexity or character of the work items.
2. Additional or extended services due to: (a) the prolongation of the AGREEMENT time through no fault of the CONSULTANT, (b) the acceleration of the work schedule involving services beyond normal working hours, or (c) non-delivery of any materials,

data or other information to be furnished by the CLIENT or others not within the control of the CONSULTANT.

3. Other additional services requested and authorized by the CLIENT that are not otherwise provided for under this AGREEMENT.
4. Attendance at additional meetings beyond those made part of this AGREEMENT and described in Attachment A.

The costs and schedule for completing extra work authorized by the CLIENT shall be subject to negotiation between the CLIENT and the CONSULTANT in accordance with the provision of Paragraph C (Changes) and Paragraph E (Method of Payment) of this AGREEMENT.

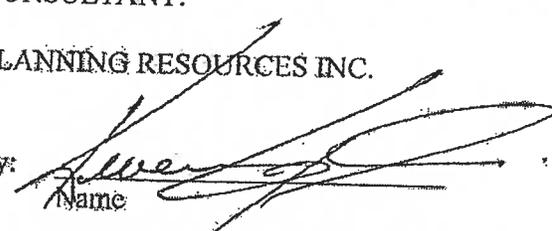
M. Validation of Agreement:

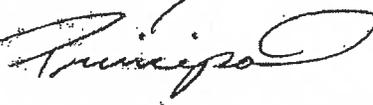
The terms of this AGREEMENT will become valid upon execution by both parties:

IN WITNESS WHEREOF, the CLIENT and the CONSULTANT have executed this AGREEMENT on the date and year first above written.

CONSULTANT:

PLANNING RESOURCES INC.

By: 
Name

Title: 

Date: 5/25/12

CLIENT:

VILLAGE OF GLEN ELLYN

By: _____
Name

Title: _____

Date: _____

Attachment A



CONSULTING SERVICES FEE SCHEDULE

TPL consulting service fees are established by a combination of a fixed unit fee and/or an hourly rate. The fixed fee includes an unlimited number of plan reviews, inspections and applicant contacts to obtain compliance with tree preservation requirements and completion of the work. Please complete the following fee schedule for your services and include this information in your proposal:

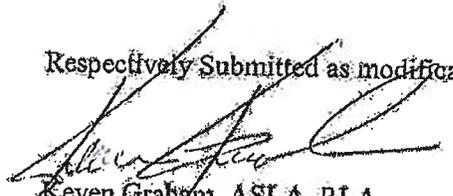
- A. Fixed fee for Building Division tree preservation consulting services for single family lots:
1. New single family home with demolition or on vacant parcel \$ 190.00 each
 - A-1. New single family home with demolition or on vacant parcel
 - Review plan and application to provide comment
 - Conduct site inspection to review species/protective measures
 - Conduct final review and document for village records
- Additional site meeting in excess of five will result in time and materials fee assessment for consulting visits
2. Home addition or accessory structure over 300 square feet \$ 150.00 each
 - A-2. Home addition or accessory structure over 300 S.F.
 - Conduct on site meeting to examine extent of impact and review proposed measures
 - Conduct one follow up site inspection to verify compliance
 - Record and file necessary documentation
 3. Site improvements/grading/landscaping over 1,500 square feet \$ 200.00 each
 - A-3. Site improvement/grading/landscaping over 1500 S.F.
 - Review proposed site improvement plan to determine impact potential
 - Conduct on-site inspection to evaluate proposed action
 - Verify protective measures of tree preservation plans are in place prior to operations
 - Record and file necessary documentation
- B. Hourly rate for Building or Planning Division tree preservation consulting services to investigate problems and complaints, propose suggestions and alternatives to resolve conflicts, and document violations to support enforcement actions:
1. All new developments and existing properties upon request \$100.00 hr
- C. Hourly rate for Planning Division commission project consulting services for subdivisions, special use projects, planned unit developments or any other commercial or multi-family development project except single family lots:
1. Commercial and multi-family developments \$100.00 hr
- D. Hourly rate for Planning Division landscape design consulting services:
1. Plan, design and prepare bidding, permit, and construction documents for landscape improvement projects for the Village of Glen Ellyn \$ 85-100.00 hr
- E. Hourly rate for Public Works Department tree preservation consulting services:
1. Projects on public property in the right of way \$ 94.00 hr



CONSULTANT SERVICES TERMS AND CONDITIONS

1. Applicants are expected to notify the Village of any discovered ambiguity, error, conflict, discrepancy, omission or other deficiencies in this RFP and request modifications or clarifications.
2. The TPL consultant must maintain a business in good standing and utilize staff with current and required certifications.

Respectively Submitted as modification to our Proposal of April 19, 2012

 5/17/12

Keven Graham, ASLA, RLA
Principal/COO
Planning Resources Inc.