

Agenda
Village of Glen Ellyn
Village Board Meeting
Monday, August 13, 2012
8:00 p.m. – Galligan Board Room

1. Call to Order
2. Roll Call
3. Pledge of Allegiance to be led by Mark Billings, representing CHAD (Community Housing Advocacy and Development).
4. Village Recognition:
 - A. The Village of Glen Ellyn thanks the Glen Ellyn Park District and the City of Naperville for their assistance in removing branch and brush from Village parkways due to the July 1 storm.
 - B. A resident emailed the Village to compliment Public Works and the great job they did removing the large amount of brush from her parkway.
 - C. A resident emailed Public Works to compliment Utilities Inspector Bill Miller for his assistance in helping her to obtain a permit for parkway irrigation.
 - D. An email was received from a resident forwarding her thanks to Public Works employees Greg Garcia, Sam Fernald, and Mike Nichols for quickly removing tree branches from a private tree which was overhanging the public right-of-way.
 - E. Community Service Officer Rose Volpe received a letter of thanks from the Village of Oak Brook, Illinois for her assistance at the recent Child Safety Seat Event.
 - F. A resident emailed President Pfefferman to compliment Craig Bromann of the Glen Ellyn Plan Commission for informing neighbors of the extra garbage pickup following the July 1 storm event.
 - G. A very complimentary email was received from a resident thanking Permit Clerk Mary Ellen Olson for her assistance throughout the permit process.
 - H. Glen Ellyn Volunteer Fire Company paramedics Jamie Waller and Eric Davision received a complimentary email from Cadence Health for their very capable assistance with a patient who suffered a heart attack.
5. Audience Participation
 - A. James Burdett, Architectural Review Commission Chairman, will present this year's winner of the annual Traveling Trophy Award.

B. 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. 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 Hartweg)*

A. Village Board Meeting Minutes:

1. July 23, 2012 Special Workshop
2. July 23, 2012 Regular Meeting

B. Total Expenditures (Payroll and Vouchers) - \$2,677,744.56.

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

C. Motion to designate Trustee McGinley as Village President Pro Tem for the four-month period from September through December 2012.

D. Resolution No. 12-08, a Resolution to Determine the Status of Minutes of Certain Executive Sessions Held in 2007, 2008, 2009, 2010, 2011 and 2012 and to Authorize the Destruction of Audio or Video Recordings of Certain Executive Sessions Held in 2007, 2008, 2009, 2010, 2011 and 2012.

E. Motion to approve a license agreement to allow tables and chairs in the public right-of-way for Bon Yogurt at 449 N. Main Street. *(Planning and Development Director Hulseberg)*

F. Ordinance No. 6060, an Ordinance Approving a Variation from the Corner Side Yard Setback Requirements of the Zoning Code to allow a Mud Room Addition for Property at 400 Windsor Avenue. *(Planning and Development Director Hulseberg)*

G. Motion to approve a contract with National Decorating Service of Oak Brook, Illinois for painting of street lights on Roosevelt Road in the not-to-exceed amount of \$65,000 to be expensed to the FY12/13 Capital Projects Fund. *(Public Works Director Hansen)*

H. Motion to approve a contract with Utility Services Company of Perry, Georgia for the Cottage Avenue Water Tower Annual Maintenance Contract Agreement in the not-to-exceed amount of \$22,000 to be expensed to the FY 12/13 Water Division Fund. *(Public Works Director Hansen)*

- I. Motion to approve emergency expenses in the amount of \$178,695.50 to Trees-R-Us for emergency removal of tree debris incurred from the July 1, 2012 storm event for the FY 12/13 Residential Solid Waste Fund. *(Public Works Director Hansen)*
 - J. Motion to approve the replacement of the split rail fence in the Central Business District in the not-to-exceed amount of \$53,000 to be expensed to the FY 12/13 Capital Projects Fund. *(Public Works Director Hansen)*
 - K. Resolution No. 12-09, a Resolution of Support for the West Suburban Fire/Rescue Alliance. *(Fire Chief Campbell)*
 - L. Motion to approve an Interior Improvement Grant request in the amount of \$671.50 and Façade Improvement Grant request in the amount of \$11,706.00 to the Run Today retail store located at 515 Crescent Boulevard. *(Economic Development Coordinator Corner)**
7. Ordinance No. 6061, an Ordinance Approving a Variation from the Lot Coverage Ratio Requirements of the Zoning Code to allow a Screened Porch Addition for Property at 724 Meredith Place. *(Trustee Cooper)*

Planning and Development Director Staci Hulseberg will present information on a request by property owners Al and Dawn MacIsaac for a variation from the Glen Ellyn Zoning Code Section 10-4-8(E)1 to allow the construction of an attached one-story screened porch addition that will result in a lot coverage ratio of 21.5% in lieu of the maximum permitted lot coverage ratio of 20%.

8. Ordinance No. 6062, an Ordinance Denying Variations from the Setback and Lot Coverage Ratio Requirements of the Zoning Code to Allow Additions to the Existing Single Family Home for Property at 586 Lowden Avenue. *(Trustee Cooper)*

Planning and Development Director Staci Hulseberg will present information on a request by Gary and Christine Schlosser for variations to allow a garage addition with a front yard setback of 37 feet in lieu of the minimum required 40.9 feet, a garage addition and rear home addition with right and left side yard setbacks of 5 feet in lieu of the minimum required side yard setback of 6.5 feet, and additions that result in a lot coverage ratio of 23.3% in lieu of the maximum permitted lot coverage ratio of 20%.

9. Ordinance No. 6063, an Ordinance Granting Approval of a Special Use Permit, Zoning Variations and the Exterior Appearance for the Expansion of the Village Links Clubhouse and Related Site Improvements Located on Property Commonly Known as 485 Winchell Way. *(Trustee Friedberg)*

Planning and Development Director Staci Hulseberg will present information about the requests of the Recreation Department for approval of a Special Use Permit, Zoning Variations and the Exterior Appearance for the proposed expansion of the Village Links Clubhouse and related site improvements.

10. Motion to approve funding in the total amount of \$30,000 to various community groups for the FY12/13 Community Grant Program. *(Trustee McGinley)*

Assistant to the Village Manager Kristen Schrader will present information on a selection committee's recommendation for distribution of grant funding for the FY12/13 Community Grant Program.

11. Reminders:

- The next Regular Village Board Workshop is scheduled for Monday, August 20, 2012 at 7:00 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.
- The next Regular Village Board Meeting is scheduled for Monday, August 27, 2012, with the Workshop beginning at 7:00 p.m. and the Regular Board Meeting beginning at 8:00 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

12. Other Business?

13. Adjournment

14. Press Conference

MEMORANDUM

TO: Mark Franz, Village Manager

FROM: Staci Hulseberg, Planning and Development Director
 Michele Stegall, Village Planner *MJS*
 Daniel Dickerson, Planning Intern *DWD*

DATE: July 24, 2012

RE: August 13, 2012 Village Board Meeting
 2011-2012 Architectural Review Commission Awards



Background

Each year, the Architectural Review Commission (ARC) reviews all new development projects and exterior renovations to commercial, institutional and multi-family buildings that went through the exterior appearance review process and which were completed in the previous year. The Commission discusses the merits of each project and selects recipients for the following awards:

1. Traveling Trophy Award: The Appearance Review Guidelines authorize the ARC to present a "Traveling Trophy Design Award" each year. The Trophy Award has been distributed since the Village adopted the original Appearance Guide and Criteria in 1969. This award is "intended to acknowledge excellence in building design". The winner of the Trophy Award is presented with a traveling trophy engraved with the name of the business and the award year as well as a certificate that is retained by the business. The trophy remains with the winner until a new winner is selected the following year.
2. Vivian Ball Landscape Award: In 2000, the Village established the Vivian Ball Landscape Award in memory of Vivian Ball who was extremely active in efforts to beautify the Village. The Landscape Award "is intended to acknowledge excellence in achieving the aesthetic landscape objectives of the Village". Like the Trophy Award, the Appearance Review Guidelines authorize the ARC to present a Vivian Ball Landscape Award each year. Similar to the Trophy Award winner, the Vivian Ball Landscape Award winner is presented with a traveling plaque with the name of the winner and award year as well as a certificate that is retained by the business. The plaque remains with the winner until a new winner is selected for the following year.

In addition to awarding the Trophy Award and Vivian Ball Landscape Award, the ARC may also elect to issue honorable mentions. Honorable mention recipients are presented with a certificate. It is at the full discretion of the Commission on whether an award or honorable mention is given each year. A staff report to the ARC dated July 06, 2012 has been attached that includes a history of previous award winners.

Trophy Award

The ARC met on July 11, 2012 to consider all projects completed since July 2011 for the awards. At this meeting, the ARC unanimously approved a motion to grant the 2011-2012 Traveling Trophy Award to Marcel's Culinary Experience located at 488-490 N. Main Street. The ARC elected not to issue any honorable mention for the award this year.

Vivian Ball Landscape Award

At the July 11, 2012 ARC meeting, the Commission decided not to award the Vivian Ball Landscape Award or to select an honorable mention this year.

Action Requested

It is requested that the Village Board provide time on the agenda during the August 13, 2012 Village Board meeting for the presentation of these awards. James Burdett, ARC Chairman, will be in attendance at the meeting to present the awards.

Cc: James Burdett, ARC Chairman

Attachments

Staff Report to the ARC dated July 06, 2012

Picture of Trophy Award winner – Marcel's Culinary Experience

STAFF REPORT

TO: Architectural Review Commission

FROM: Michele Stegall, Village Planner
Daniel Dickerson, Planning Intern

DATE: July 06, 2012

FOR: July 11, 2012 Architectural Review Commission Meeting

SUBJECT: 2011-2012 Architectural Review Commission Awards

TROPHY

AWARD: The Appearance Review Guidelines authorize the ARC to present a “Traveling Trophy Design Award” each year. The Trophy Award has been distributed since the Village adopted the original Appearance Guide and Criteria in 1969. This award is “intended to acknowledge excellence in building design”.

The winner of the Trophy Award is presented with a traveling trophy engraved with the name of the business and the award year as well as a certificate that is retained. The Trophy remains with the winner until a new winner is selected for the following year.

LANDSCAPE

AWARD: In 2000, the Village established the Vivian Ball Landscape Award in memory of Vivian Ball who was extremely active in efforts to beautify the Village. The Landscape Award “is intended to acknowledge excellence in achieving the aesthetic landscape objectives of the Village”. Like the Trophy Award, the Appearance Review Guidelines authorize the ARC to present a Vivian Ball Landscape Award each year.

Similar to the Trophy Award winner, the Vivian Ball Landscape Award winner is presented with a traveling plaque with the name of the business and award year of the winner as well as a certificate that is retained. The plaque remains with the winner until a new winner is selected for the following year.

2010-2011

AWARDS: The ARC is being asked to consider projects that underwent exterior appearance review and, which have been completed over the last year, for the Trophy Award, Vivian Ball Landscape Award and any honorable mentions.

Six projects have been completed since the ARC last reviewed these awards on July 13, 2011. These projects are listed in the table below. Commission members are encouraged to visit these sites prior to the July 11, 2012 ARC meeting.

Project Name and Address	Date Exterior Appearance Approved
Brandon Court Apartments – 16-34 Greenwood Street	June 23, 2008 (amended June 22, 2009)(amended November 14, 2011)
Grace Lutheran Church – 493 Forest Avenue – Addition	March 10, 2008 (amended March 26, 2012)
Giordano's Restaurant & Pizzeria – 455 Roosevelt Road – Exterior Renovation	January 11, 2010 (amended September 12, 2011)
Nicor – 90 N. Finley Road – New Building (architecture only)	September 22, 2010
Treasure House – 497 Pennsylvania Avenue – Rear Addition and Façade Renovation	September 22, 2010
Marcel's Culinary Experience – 488-490 N. Main Street – Façade Renovation	March 9, 2011

INCOMPLETE PROJECTS:

Several other projects have been reviewed by the Architectural Review Commission but have not yet been completed. These projects will be considered for awards in future years and include the following:

Project Name and Address	Date Exterior Appearance Approved
Kingsbrook Glen Townhomes – SWC of Taft and Nicoll	December 20, 2004
Courtyards of Glen Ellyn – NEC of Penn. And Kenilworth	November 13, 2006
Georgetown by the River – 440-450 Swift Road	November 13, 2006
Career Vision – 526 N. Main Street	March 26, 2012
Pickwick Place – 650 Roosevelt Road	March 26, 2012
Haggerty Chevrolet – 300 Roosevelt Road	May 23, 2012
Jewel Osco – 599 Roosevelt Road	May 23, 2012

HISTORY:

For your information, a list of previous award winners is below.

ARCHITECTURAL REVIEW COMMISSION HISTORY OF AWARDS			
Year	Award		Honorable Mention
	Trophy Award	Vivian Ball Landscape Award	
2010-2011	Central DuPage Hospital 885 Roosevelt Road	None	Glen Ellyn Crossing Shopping Center- for Landscape
2009-2010	KFC/Taco Bell 370 Roosevelt Road	Waters Edge – East of Panfish Park	First United Methodist Church – 424 Forest Avenue (Trophy Only)
2008-2009	The Crowne Plaza Hotel 1250 Roosevelt Road	None	Bells & Whistle, Dupage Medical Group – Both for Building Design
2007-2008	Potbelly Sandwich Works 552 Roosevelt Road	Danby Crossing Shopping Center	Flour Barrel & Renaissance Arts Studio – for Building Design, NAPA Auto Parts – for Building Design

ARCHITECTURAL REVIEW COMMISSION HISTORY OF AWARDS			
Year	Award		Honorable Mention
2006-2007	The Maude Group 475 Duane Street	The Maude Group 475 Duane Street	Glen Ellyn Crossing Shopping Center – for Building Design
2005-2006	Community Bank of Wheaton/Glen Ellyn	No Award Granted	None
2004-2005	No Award Granted	No Award Granted	None
2003-2004	St. Mark's Episcopal Church 393 N. Main Street	BP Products North America 339 Roosevelt Road	None
2002-2003	Wheaton Animal Hospital 266 Roosevelt Road	McDonalds 445 Roosevelt Road	McDonalds –for Building Design 445 Roosevelt Road
2001-2002	Shannon's Irish Pub 428 N. Main Street	None	None
2000	Sunrise Assisted Living Facility	Sunrise Assisted Living Facility	None
	Trophy Award		
1999	Glenbard Family Medicine 444 N. Park Boulevard		Pickwick Place Shopping Center Roosevelt Road
1998	Oakbrook Bank 487 Pennsylvania Avenue		Webb Dodge 285 Roosevelt Road
1997	Flip's Restaurant 340 Roosevelt Road		Caribou Coffee 495 Roosevelt Road
1996	Glen Ellyn Public Library 400 Duane Street		None
1995	Wheaton-Glen Ellyn Community Bank 357 Roosevelt Road		None
1994	Sunset Park Aquatics Facility Fairview Avenue		None
1993	McChesney & Miller 460 Crescent Boulevard		Village of Glen Ellyn - Stewart Avenue Train Station parking lot
1992	Paul Svigos (renovation) 499 Pennsylvania Avenue		Shoppes at Glen Crossing - Park Boulevard
1991	No Awards given this year		None
1990	Village of Glen Ellyn Train Station (landscaping design and implementation)		None
1989	No Awards given this year		None
1988	Office Building 596 Duane Street		None
1987	DuPage Bank & Trust Co. Roosevelt Road		None
1986	No Awards given this year		None
1985	No Awards given this year		None
1984	Taco Bell 370 Roosevelt Road		None
1983	No Awards given this year		None
1982	Center Bank 199 Roosevelt Road		Rosin Optical Co. - 698 Roosevelt Road Stahelin Building "C" - 800 Roosevelt Road
1981	No Awards given this year		None
1980	(Former) Glen Ellyn Library Addition 596 Crescent Boulevard		Baird and Warner - 543 Pennsylvania Avenue Raintree Condominium building First Presbyterian Church - 500 Anthony Street
1979	No Awards given this year		None

ARCHITECTURAL REVIEW COMMISSION HISTORY OF AWARDS		
Year	Award	Honorable Mention
1978	Glen Ellyn Chiropractic 534 Duane Street	Ridgeland Savings & Loan - 441 Taft Avenue (landscape improvements) Karousel Beauty Salon - 487 Taft Avenue (continuous landscape maintenance)
1977	Glen Hill North Office Park 800 Roosevelt Road	Glen Ellyn Garden Club - downtown area, (particularly the train station) Glen Ellyn Park District - Johnson Center Village of Glen Ellyn - Village Links Clubhouse
1976	First Security Bank	None
1975	Fannie May Candy 620 Roosevelt Road	None
1974	No Awards given this year	None
1973	No Awards given this year	None
1972	DuPage Trust Co.	School District 41
1971	Leonard Memorial Funeral Home 565 Duane Street	None
1970	No Awards given this year	None
1969	Charles Boardman Insurance Building 26 N. Park Boulevard	Glen Ellyn Garden Clubs

ARC ACTION: The ARC may wish to consider a motion regarding which projects, if any, should receive the Trophy Award and Vivian Ball Landscape Award and which project(s), if any, should receive an Honorable Mention. Chairman Burdett will then present these awards at an upcoming Village Board meeting.

cc: Trustee Liaison Ladesic
Staci Hulseberg, Director of Planning and Development

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**2012 Recipient
Marcel's Culinary Experience
488-490 N. Main Street**

**Minutes
Special Village Board Workshop
Glen Ellyn Village Board of Trustees
July 23, 2012**

2/

A-6A,

Time of Meeting: 6:00 p.m.

Present: President Pro Tem Ladesic; President Pfefferman at 6:37 p.m.; Trustees Friedberg, Hartweg, Henninger, Ladesic and McGinley; Trustee Cooper at 6:10 p.m. Deputy Village Clerk Solomon; Attorney Diamond at 7 p.m. Staff present: Village Manager Franz, Assistant to the Village Manager Schrader, Deputy Police Chief Norton, Planning and Development Director Hulseberg, Finance Director Wachtel, Public Works Director Hansen and Administrative Intern Strong.

1. Call to Order

President Pro Tem Ladesic called the Board Workshop to order at 6:08 p.m. with a roll call. Trustees Friedberg, Hartweg, Henninger, and McGinley responded "Present." Trustee Cooper arrived at 6:10 p.m. President Pfefferman arrived at 6:37 p.m.

2. Space Needs Analysis Presentation

Village Manager Franz said the funding was approved for a facility needs assessment study in November 2011 to continue efforts to maintain Village assets and plan for the future as the study was to identify needs of the organization as well as the current design and space. He said the Civic Center building has allowed the Village for many years to save money in terms of having a facility that incorporates the Village Services and the Police Services. The study will show the current set-up of the building does not meet the Village's needs as deficiencies are showing in the building. Funding for these improvements will not be a part of this evening's discussion.

Police Chief Phil Norton said the primary driver in asking for this study was safety as there have been instances where safety could have been compromised due to space limitations. Enhanced facilities would allow a better ability to train officers, enhanced emergency operations center and better modern-day policing. He said they have been very pleased with the efforts on Dewberry's part.

Don Wertzberger, Public Safety Segment Leader for Dewberry, presented information contained in the Village of Glen Ellyn Police Department and Village Hall Facility Needs Assessment Study. He said the themes of this study centered on the delivery of services, assets and investments, risk management, safety and security and a bottom-up approach.

Brian Meade of Dewberry, Design Director for Dewberry, referred to the study and said they began with a site analysis which showed deficiencies in the parking situation, storage, ventilation, ADA codes and safety/security as the building was originally a school. The Civic Center has 3 major components: Village Hall, Police Department and Other Areas. The study contains several options which could be implemented, depending on the budget. Mr. Meade expanded on each scheme: Scheme 1 which consists of small interior renovation suggestions; Scheme 2 which consists of a 1-story addition to the southeast corner of the building;

Scheme 3A which consists of a 3-story addition and a secured parking deck; Scheme 3B which consists of a 3-story addition and a larger secured parking deck; and Schemes 4A and 4B which explore the creation of creating a stand-alone police facility on a new site.

A Village Board discussion ensued about the exploration of possible costs and year-to-year budget impact; major space issues that need to be addressed; actual space and parking needed by the Village and its departments; a possible parking garage built; all Village departments in the same building; what would be necessary for a functional building; the building in conjunction with the Downtown plan; short-term remedies versus future needs; and the needs of the Police Department for safety and modern-day policing.

The Village Board would like to know what the Village can afford and what the funding might be.

3. Adjournment

At 7:38 p.m., Trustee McGinley moved and Trustee Henninger seconded a motion to adjourn to Room 301 for the purpose of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees, returning thereafter to open session in the Galligan Board Room. Upon roll call, all voted "Aye." Meeting adjourned.

Respectfully Submitted,

Debbie Solomon,
Deputy Village Clerk

Reviewed by,

Patricia A. Underhill
Acting Village

4

Minutes
Regular Meeting
Glen Ellyn Village Board of Trustees
Monday, July 23, 2012

A-6A₂

Call to Order

Village President Pfefferman called the meeting to order at 8:04 p.m.

Roll Call

Upon roll call by Deputy Village Clerk Solomon, Village President Pfefferman and Trustees Cooper, Friedberg, Hartweg, Henninger, Ladesic and McGinley answered, "Present."

Pledge of Allegiance

Al Chesire, Executive Director of the Lutheran Youth Choir of North America, led the Pledge of Allegiance after which he gave background on the vocal group which was founded in 2005 as a place for teens to learn and perform vocal music in new cultures and places. Last summer, the choir began a summer residency program at Castle Mansfeld in Lower Saxony, formerly part of East Germany, and this year, 40 teens from America and Germany participated in this program. Vice President Larry Johnson invited the public to 3 local events: a concert at the Civic Center at 2 p.m. Tuesday, July 31, 2012, a concert at the Meadows at 7 p.m. Tuesday, July 31, 2012 and a concert at St. Procopius Abbey in Lisle at 7:30 p.m. Saturday, August 4, 2012. Mr. Chesire said if you have teens interested in auditioning for the choir or would like to find out more about the choir, go to their website at www.lutheranyouthchoir.org.

Village Recognition:

- A. An email of thanks was received from the Volunteer Fire Company commending Equipment Mechanic Richard Patsch for repairing the brake chambers on a fire truck.
- B. Planning and Development Director Staci Hulseberg received an email from Thomas Kallay of NICOR Gas, thanking her for attending their open house recently and for her participation in the project.
- C. A grateful resident sent a letter of thanks to Police Sergeant Brian Beck and Police Officer Steve Miko for responding to his alarm involving a generator.
- D. Community Service Officer Rose Volpe received a letter of thanks for giving a tour of the Police Department to the Childtime Learning Center.
- E. Police Officer John Perkins received a letter of thanks from a motorist who had been involved in a traffic accident. The motorist appreciated his professionalism and courtesy.
- F. An email message was received congratulating the Public Works Department on an amazing job of cleaning up after the recent storm.
- G. The Village Board and Management Team congratulates the following employee who recently celebrated an anniversary as a Village employee:

Lori Gloude Planning and Development Department 5 Years

Audience Participation

- A. A **Proclamation** was presented to Executive Director Al Chesire and Vice President Larry Johnson of the Lutheran Youth Choir of North America, to welcome the students from Germany who are participating in a Global Vocal Music program sponsored by the Lutheran Church Choir of North America and to thank the choir for sharing their musical gifts around the Village.
- B. Donna Carroll, 214 Forest Avenue, Glen Ellyn, Illinois, had concerns about the clean-up from the July 1, 2012 storm. She did say the immediate response by the Village was good; however, the pick-up of the limbs and branches on the parkway afterwards did not happen until 19 days later, and the grass became damaged. She asked if the Village was too aggressive cutting down the ash trees and had no emergency funding and if the Village would handle the clean-up differently in the future. Public Works Director Hansen said the Public Works Department has been working to remove brush off the streets since the storm occurred. The Village initially did work with a brush pick-up contractor the first week and then Public Works did the work to keep the process more cost-effective. The Village appreciates the residents' patience as this work should be completed at the end of the week and also appreciates the extra work the residents have done to clean-up the parkways. Public Works Director Hansen said the Village was aggressively removing ash trees before the problem spreads to other trees, but will slow down on the Emerald Ash Borer tree removals to try to save money to make-up some of the expenses from the storm clean-up. Village Manager Franz said the Village may adjust the Public Works budget in future years as these big storms are occurring more often. Trustee Henninger asked if the damaged trees in the parkways have been inventoried and how long it may take to address these damaged trees to which Public Works Director Hansen said the Certified Arborist has looked at all the trees and approximately 70 trees damaged by the storm may still need to be removed. Village Manager Franz said there would be a list of total parkway trees needing to be replaced brought to the Village Board so budgets could be adjusted, and the residents are able to participate in the 50/50 program to get parkway trees replaced.

Consent Agenda

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

- A. **Village Board Meeting Minutes:**
1. July 9, 2012 Special Workshop
2. July 9, 2012 Regular Meeting

B. **Total Expenditures (Payroll and Vouchers) - \$1,223,392.77.**

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

C. **Municipal Electric Aggregation:**

1. **Ordinance No. 6054**, an Ordinance Providing for the Submission to the Electors of the Village of Glen Ellyn, DuPage County, Illinois, the Question Whether the Village Should Have the Authority Under Public Act 096-0176 to Arrange for the Supply of Electricity for its Residential and Small Commercial Retail Customers Who Have Not Opted out of Such Program.
2. Motion to approve an agreement with the Northern Illinois Municipal Electric Cooperative for consulting services regarding the Aggregation of Electricity Program.

D. **Ordinance No. 6055**, an Ordinance Designating the Glen Ellyn Horse Trough Structure as a Glen Ellyn Local Landmark. Intern Mike Strong presented information concerning the structure which is currently located at the intersection of Main Street and Crescent Boulevard. The Historic Preservation Commission held a Public Hearing on June 28, 2012 and recommended approval by a vote of 7-0. The proposed ordinance would include two conditions: the Village Board solely reserves the right to relocate the structure to any alternate location at any time and the Village's Public Works Department reserves the right to repair, maintain, restore or reconstruct any element or elements of the structure. Trustee Henninger proposed a third condition that the Village Board solely reserves the right to declare the structure irreparable and allow for the structure's disposal.

E. **Ordinance No. 6056**, an Ordinance Designating the Property at 369 N. Main Street, Glen Ellyn, Illinois as a Glen Ellyn Local Landmark. Intern Mike Strong presented information concerning the property owned by Mr. Phil Eskilson and located on the south side of Phillips Avenue between Main Street and Forest Avenue. The Historic Preservation Commission held a Public Hearing on June 28, 2012 and recommended approval by a vote of 7-0.

F. **Ordinance No. 6057-VC**, an Ordinance to Amend Section 8-1-20 of the Village Code of the Village of Glen Ellyn, Illinois regarding Duty to Install Sidewalks. This item was removed from the Consent Agenda to be considered separately later in the meeting.

G. Motion to approve a waiver of the requirement to install sidewalks for the property at 680 Crescent Boulevard. Public Works Director Hansen presented information concerning possible locations where sidewalks could be installed with this waiver fee.

H. Motion to accept the proposal obtained from the State of Illinois Joint Purchase Program Dealer, Prairie Archway International Trucks of Springfield, Illinois, for the purchase of two new replacement plow trucks in the total amount of \$314,821.36 to be expensed to the FY 12/13 Equipment Services Capital Outlay-Vehicles Fund.

- I. Lake Ellyn Outlet Streambank Stabilization Project:
 1. Motion to approve the award of a contract to Earthwerks Land Improvement and Development Corporation of Batavia, Illinois for improvements associated with the Lake Ellyn Outlet Streambank Stabilization Project, in the amount of \$70,000 (including a 14% contingency), to be expensed to the FY13 Capital Projects Fund.
 2. Motion to increase the appropriation for engineering services associated with the Lake Ellyn Outlet Streambank Stabilization Project provided by Burns & McDonnell in the amount of \$40,000, for a revised total appropriation of \$58,500 to be expensed to the FY13 Capital Projects Fund.
 3. Motion to approve Amendment No. 2 to the engineering services agreement with Burns and McDonnell for the Lake Ellyn Outlet Streambank Stabilization Project for construction oversight services and additional design engineering expenses in the amount of \$39,000 resulting in a revised total not-to-exceed fee of \$56,000 for the work.
- J. **Ordinance No. 6058**, an Ordinance Approving an Easement Agreement Between the Village of Glen Ellyn and AT&T for Utility and Access Easements at 21W551 Bemis Avenue.

Trustee Friedberg moved and Trustee Henninger seconded the motion that items A through E, items G through J and item D as amended to allow the Village in its own determination to dispose of the Glen Ellyn Horse Trough should it be irreparably damaged be considered routine business by the Village Board and be approved in a single vote.

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

Ordinance No. 6057-VC – Item F from the Consent Agenda

Trustee McGinley does not support this amendment with utilizing a fee for sidewalk installation that broadened to the area of one mile. She said they are expanding that fee to the Village's needs instead of the original intent for the local neighborhood. Attorney Diamond said the Village Board and Village Staff in choosing the one-mile distance sought to choose a distance which still would be in use and affect the area of the property from which the funds came.

Trustee Friedberg moved and Trustee Ladesic seconded the motion to adopt Ordinance No. 6057-VC, an Ordinance to Amend Section 8-1-20 of the Village Code of the Village of Glen Ellyn, Illinois regarding the Duty to Install Sidewalks.

Upon roll call, Trustees Friedberg, Ladesic, Cooper, Hartweg and Henninger voted "Aye," and Trustee McGinley voted "No." Motion carried.

Ordinance No. 6059 – Annexing and Zoning Property located at 22W481 Ahlstand Road

Planning and Development Director Hulseberg presented information on the request of William and

Nancy Payne to annex their property located at 22W481 Ahlstrand Road in order to allow connection to Glen Ellyn water and sanitary sewer services. The property is subject to an annexation agreement that requires annexation upon achieving contiguity to the Village limits and connecting to Village water. Attorney Diamond verified the ordinance with both annex and zone the property to which Planning and Development Director Hulseberg stated it does.

Trustee Friedberg moved and Trustee Ladesic seconded the motion to adopt Ordinance No. 6059, an Ordinance Annexing and Zoning Property Located East of Park Boulevard on the South Side of Ahlstrand Road Commonly Known as 22W481 Ahlstrand Road (New Address 557 Ahlstrand Road), Glen Ellyn.

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

Reminders:

- The next Regular Village Board Meeting is scheduled for Monday, August 13, 2012, with the Workshop beginning at 7 p.m. and the Regular Board Meeting beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

Other Business?

Trustee Ladesic suggested the Village Board in a future Workshop discuss the Village's authority to deal with unsafe trees on private property. Trustee McGinley brought this up a few weeks ago, and Trustee Ladesic has heard comments from the residents on this.

Adjournment

At 9 p.m. Trustee McGinley moved and Trustee Hartweg seconded motioned to adjourn the meeting.

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

Respectfully submitted,

Debbie Solomon
Deputy Village Clerk

X:\Admin\BDMINS\2012\7-23-12 Board Minutes.docx

Reviewed by,

Patricia A. Underhill
Acting Village Clerk

A-6c

MEMORANDUM

Date: August 6, 2012
To: Mark Franz, Village Manager *MF*
From: Patti Underhill, Acting Village Clerk *Pu*
Subject: Consent Agenda
August 13, 2012

Please include the following item on the Consent Agenda:

Motion to designate Trustee McGinley as Village President Pro Tem for the four-month period from September through December 2012.

cc: Trustee McGinley
Kristen Schrader, Assistant to the Village Mgr.
Patti Underhill, Acting Village Clerk

Admin/Clerk/PresidentProTem/ConsentAgendaProTem September 2012

MEMORANDUM

A-6D

TO: Mark Franz, Village Manager *MF*

FROM: Danamarie Izzo – Assistant to the Village Manager - HR *DI*
Patti Underhill – Acting Village Clerk *PU*

DATE: August 7, 2012

RE: Resolution – Executive Session Minutes



Background

Municipal bodies are required to review closed meeting minutes at least semi-annually. On May 14, 2012, the Village Board reviewed executive session minutes which either had previously been determined to not be released or had not been previously reviewed. During this meeting the Board made the determination that certain minutes or portions of minutes no longer required confidential treatment and are available for public inspection. This resolution also allows the destruction of audio or video tapes from Executive Sessions eighteen months after a closed meeting is recorded. This resolution establishes a permanent record of the action taken and complies with the Illinois Open Meetings Act.

Recommendation

Approve the Resolution

Action Requested

Approve the Resolution

Attachments

Resolution

Resolution No. _____

A Resolution to Determine the Status
of Minutes of Certain Executive Sessions
Held in 2007, 2008, 2009, 2010, 2011 and 2012
And to Authorize the Destruction
Of Audio or Video Recordings
of Certain Executive Sessions Held in 2007, 2008, 2009, 2010, 2011 and 2012

WHEREAS, the President and Board of Trustees of the Village of Glen Ellyn have met from time to time in executive session for purposes authorized by the Illinois Open Meetings Act; and

WHEREAS, as required by the Act, the Village Clerk has kept written minutes of all such executive sessions; and

WHEREAS, pursuant to the requirements of Public Act 85-1355, the President and Board of Trustees met in executive session on May 14, 2012, to approve and review certain minutes of executive sessions for the first time and to review again minutes previously approved that had classified as requiring confidential treatment; and

WHEREAS, the President and Board of Trustees have determined that the minutes, or portions of the minutes, for the executive sessions referenced below no longer require confidential treatment and may now be made available for public inspection;

WHEREAS, The President and Board of Trustees have determined that the minutes, or portions of the minutes, for the executive sessions listed on Exhibit "A" attached hereto no longer require confidential treatment and may now be available for inspection;

WHEREAS, for the verbatim record by tape or disc of the executive session meetings listed on Exhibit "B", attached hereto even if it continue to withhold the approved written minutes of the closed session until some later period of time;

NOW, THEREFORE, BE IT RESOLVED 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 following executive session minutes are hereby released from confidential treatment and are now available for public inspection:

SECTION TWO: The Acting Village Clerk is hereby authorized and directed to make said minutes available for inspection and copying in accordance with the standing procedures of the Clerk's office.

SECTION THREE: This Resolution shall be in full force and effect from and after its passage.

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

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:

Acting Village Clerk of the
Village of Glen Ellyn, Illinois

X:\Admin\CLERK\Executive Session\resolution2-ExecSess May 2012.doc

Exhibit "A"

Minutes of Certain Executive Sessions
In 2007, 2008, 2009, 2010, 2011 and 2012
Available for Public Inspection

<u>Meeting Date</u>	<u>Topic</u>
February 12, 2007	Personnel-Manager Performance
March 26, 2007	Personnel-Manager Performance
April 30, 2007	Personnel-Manager Performance
July 28, 2008	(2) Pending Litigation-Uwumarogie
September 22, 2008	Land Acquisition-Memorial Park
February 23, 2009	Personnel-Reductions in Staff
April 27, 2009	(1) Pending Litigation-Montessori
May 18, 2009	Personnel-Manager Contract
May 26, 2009	(1) Pending Litigation-Montessori (2) Personnel-Manager Contract
June 8, 2009	Personnel Issues
June 15, 2009	(1) Pending Litigation-Montessori
July 13, 2009	(1) Personnel (2) Pending Litigation-Montessori
July 27, 2009	Pending Litigation-Montessori
August 24, 2009	(3) Potential Litigation-Montessori
October 26, 2009	Personnel-Manager Performance
November 9, 2009	Litigation-Annex Agree/Personnel
December 14, 2009	Exec Min/Pending Litigation/Land Acquisition
January 25, 2010	Admin reorganization/Land Acquisition-Marathon
February 8, 2010	Land Acquisition-825 N. Main
February 22, 2010	Land Acquisition-825 N. Main
March 8, 2010	Land Acquisition-825 N. Main/Exec Minutes
March 22, 2010	Land Acquisition-825 N. Main
April 12, 2010	Land Acquisition-825 N. Main/Litigation-Montessori
April 26, 2010	Litigation-Montessori
August 16, 2010	Litigation-Montessori
August 23, 2010	Real Property-825 N. Main
September 27, 2010	Set I – Personnel-Manager Performance
September 27, 2010	Set II – Property-Crescent & Park
December 6, 2010	Land Acquisition-Memorial Park Personnel-Finance Director process
December 13, 2010	Set I & II Personnel-PW Director Resignation
January 3, 2011	(1) Personnel-Interim Village Manager
January 17, 2011	(1) Personnel-Village Manager Recruitment

Continued

<u>Meeting Date</u>	<u>Topic</u>
January 24, 2011	Property-Exmoor
February 21, 2011	Pending Litigation-Montessori/Personnel
March 14, 2011	Personnel
April 4, 2011	Personnel-Village Manager Applications
April 11, 2011	Property-Exmoor/Personnel
April 13, 2011	Personnel-Village Manager Candidates
April 14, 2011	Personnel-Village Manager Interviews
April 26, 2011	Personnel-Village Manager Candidates
May 3, 2011	Personnel-Village Manager Interviews
May 9, 2011	(2) Personnel-Village Manager Candidates
May 16, 2011	(1) Personnel-Franz Agreement
June 13, 2011	(2) Acceptance of Exec Sess Minutes
August 8, 2011	(2) Personnel- Director-Finance & PW
	(3) Exec Session Minutes
September 12, 2011	(1) Litigation-Montessori
September 26, 2011	(2) Personnel-PW Director Applications
October 10, 2011	Personnel-Finance Director Applications
November 14, 2011	(1) Personnel-PW Director Contract
November 28, 2011	Property-to be discussed later
January 23, 2012	Property-to be discussed later

Exhibit "B"

Authorized Destruction
Of Audio Recordings
Of Certain Executive Sessions
in 2007, 2009, 2010 and 2011

Meeting Date

February 12, 2007
March 26, 2007
April 30, 2007
May 7, 2007
July 28, 2008
September 22, 2008
February 23, 2009
April 27, 2009
May 18, 2009
May 26, 2009
June 8, 2009
June 15, 2009
July 13, 2009
July 27, 2009
August 24, 2009
October 26, 2009
November 9, 2009
December 14, 2009
January 25, 2010
February 8, 2010
February 22, 2010
March 8, 2010
March 22, 2010
April 12, 2010
April 26, 2010
August 16, 2010
August 23, 2010
September 27, 2010
December 6, 2010
December 13, 2010
January 3, 2011
January 17, 2011
January 24, 2011
February 21, 2011
April 4, 2011
October 19, 2011

A-6E

MEMORANDUM

TO: Mark Franz, Village Manager
FROM: Staci Hulseberg, Director of Planning & Development
DATE: August 7, 2012
FOR: August 13, 2012 Village Board Meeting
RE: Sidewalk Café License Agreement – Bon Yogurt



Background

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

Issues

So far this year, nine (9) businesses (Einstein Bros. Bagels, Starbucks, Vitorio's Ristorante, Heaven-Lee Hot Dogs, Tap House Grill, Shannon's Irish Pub and Flour + Wine, Santa Fe, and Cab's Wine Bar Bistro) have been granted license agreements by the Village. Six (6) businesses (Vitorio's, Flour + Wine, Shannon's Irish Pub, Tap House Grill, Santa Fe and Cab's Wine Bar Bistro) have received approval of a Public Sidewalk Liquor License.

At this time, we have received a license agreement application for tables and chairs for the new Bon Yogurt to open at 449 N. Main Street (just north of Einstein's). This license agreement is ready for Village Board consideration.

Recommendation

A draft license agreement is attached to allow tables and chairs in the public right-of-way for Bon Yogurt.

Action Requested

It is requested that the Village Board approve a motion to approve a license agreement for Bon Yogurt.

Attachments: License Agreement for Bon Yogurt

cc: Phil Norton, Police Chief
Julius Hansen, Public Works Director
Rosanna Brownstein, Bon Yogurt

LICENSE AGREEMENT

This Agreement, made and entered into as of this _____ day of _____, 20____, effective the _____ day of _____, 20____, by and between the Village of Glen Ellyn ("Licensor") and Bon Yogurt ("Licensee") pertaining to the property located at 449 Main St., Glen Ellyn, Illinois 60137.

1. **Purpose:** Licensor hereby grants to Licensee, and Licensee hereby accepts, a license to (a) install, maintain and operate for the term hereof, a maximum of SIX (6) tables and twelve (12) chairs to be located on the sidewalk and the right-of-way in front of _____, the licensed area, (b) maintain a trash receptacle in accordance with the standards contained below, and (c) install and maintain landscape planters in accordance with the standards contained below and with the following terms, covenants and conditions.

2. **Terms:** This Agreement shall expire _____, 20____, or the date the insurance required hereunder expires, whichever comes first. This Agreement may be renewed only through the action of the Village Board of the Village of Glen Ellyn. If renewal of this Agreement is desired, Licensee shall submit a letter requesting such renewal, which shall include a review of significant activities and concerns from the previous year. Licensee may terminate this Agreement immediately by providing written notice to Licensor. Licensor may terminate this Agreement at any time during the term of this Agreement by notifying Licensee of this intention at least 30 days prior to the termination date.

3. **Rent and License Fee:** For the purposes of this license, no rent will be paid by Licensee to Licensor. This license is granted subject to the payment of a \$50.00 fee by Licensee to Licensor no later than _____, 2012.

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

5. **Installation of Street Furniture:**

a. **Tables and Chairs:** Licensee is permitted to locate on the sidewalk portion of the east right-of-way immediately in front of the property at three (3) tables and SIX (6) chairs daily.

The table tops will not exceed 29 inches in diameter. Tables and chairs may be located on the sidewalk during the hours of operation of Summer 8am-5pm Winter 8am-5pm but shall be located so that a five-foot wide (east to west or north to south) passage is maintained at 449 N. MAIN ST.. Licensee shall allow restaurant patrons to dine on tables and chairs in the licensed area described above but at no time provide sales and service outside the restaurant. At a minimum, the tables and chairs shall be removed each day from the public right-of-way and the area cleaned.

b. **Trash Receptacle:** Licensee shall maintain the trash receptacle located in proximity to the tables and chairs, and the Licensor shall ensure that a garbage hauling firm removes the trash from the receptacle on a regular schedule. However, it shall be the responsibility of Licensee to ensure that the receptacle is cleaned more frequently, if necessary. Licensor is the owner of the trash receptacle.

c. **Landscape Planters:** Licensee shall install and maintain a minimum of two (2) landscape planters, planted with flowering annuals and/or perennials, located on or over the public right-of-way immediately in front of the property at 449 N. MAIN ST. The planters shall contain a minimum total of 432 square inches (3 square feet) of planted landscaping. The planters shall be a minimum of 10 inches in height, shall not exceed 30 inches in height and shall be constructed of metal, terra cotta, masonry, wood or similar materials; plastic planters shall be prohibited. The planters shall be placed in a location that does not obstruct the public right-of-way and sidewalk. At all times, a minimum 5-foot wide pathway on the sidewalk shall remain free and clear. Licensee shall replace dead landscape plants as needed to maintain the planters in a clean and neat manner and shall water plants on an as-needed basis.

At Licensee's option, they may request Licensor to purchase the required planters and install the landscaping described above. If Licensee so chooses, Licensee shall pay Licensor an amount of \$100.00 for this service. Licensee will still be required to replace dead landscape plants as needed to maintain the planters in a clean and neat manner and shall water plants regularly.

d. **Bike Rack:** Licensor provided a bike rack in the vicinity of _____, and Licensee reimbursed Licensor for the cost of the bike rack. Licensor is the owner of the bike rack. (OPTIONAL)

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

7. **Removal:** Upon the expiration or the termination of this License, Licensee shall remove the tables and chairs from the licensed area. Further, each evening, no later than one half-hour following the close of business at 449 Main St, Licensee shall remove the tables and chairs from the licensed area. The hours the tables and chairs may be located on the sidewalk are:

Monday - Friday	a.m. to	p.m.
Saturday - Sunday	a.m. to	p.m.

8. **Termination:** If Licensee fails in any respect to perform any agreements, covenant or obligation in this License, then and in such event, Licensor, after providing at least 30 days written notice to Licensee, may terminate this License Agreement or may cure such failure or default on behalf of and at the expense of Licensee.

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

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

If to Licensee:

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

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

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

12. **Liability Insurance**: Licensee shall purchase and maintain comprehensive general liability insurance of \$1 million each occurrence, providing occurrence coverage for Licensee from claims for damages because of bodily injury, death of any person, or property damage resulting from the use of the public right-of-way. Licensor shall be named, by endorsement, as an additional insured on the policy. The policy of insurance and certificates thereof shall contain provision or endorsement that the coverage reported will not be canceled, materially changed, or renewal refused, until at least 30 days prior written notice shall be given by certified mail to the insured and Licensor. Licensee shall deliver a duplicate of the policy or certificate of insurance acceptable to Licensor prior to the execution of this Agreement by the Village Board.

13. **Miscellaneous**:

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

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

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

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

DATED as of the date first set forth above.

MEMORANDUM

TO: Mark Franz, Village Manager

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

DATE: August 6, 2012

RE: August 13, 2012 Village Board Meeting
Zoning Variation Request - 400 Windsor Avenue

**Background**

The property owners, Keith and Danielle Bollman, are requesting approval of a variation from Glen Ellyn Zoning Code Section 10-4-8(D)4b to allow the construction of a one-story mud room addition that will be set back 14.2 feet from the corner side yard lot line in lieu of the minimum required corner side yard setback of 16.5 feet. The subject property is a corner lot located on the southwest corner of the intersection of Hillside Avenue and Windsor Avenue in the R2 Residential District. Notice of the public hearing was published in the Daily Herald on June 4, 2012. The Zoning Board of Appeals conducted a public hearing on the requested variation on Tuesday, July 10, 2012. At the meeting, no persons spoke in favor of or in opposition to the variation request.

Issues

This older home was constructed with a corner side yard setback of 14.2 feet. The current zoning code requirement for a corner side yard setback for a home or addition on this lot is 16.5 feet. In 2003, a variation was granted to allow a rear addition and front porch addition that would align with the side of the existing home and also have a noncompliant 14.2 foot corner side yard setback. The proposed mud room is only 118 square feet of which only 18.4 square feet is not permitted within the required corner side yard setback. The ZBA members found the conditions to be consistent with the prior approved variation, the area of noncompliance to be minimal, the alignment of the addition with the existing exterior wall to be practical, and that the encroachment into the corner side yard did not obstruct visibility or reduce public safety.

Recommendation

The Zoning Board of Appeals voted on a motion to recommend approval of the variation request which carried unanimously with five (5) "yes" votes and zero (0) "no" votes. In accordance with this recommendation, staff has prepared an ordinance to **approve** the requested variation.

Action Requested

It is requested that the Village Board consider the petitioners' request, the recommendation offered by the Zoning Board of Appeals, and any further evidence or testimony presented at the Village Board Meeting and grant, deny or amend the variation request.

Attachments

- Minutes of ZBA meeting dated July 10, 2012
- Photo of the Subject Property
- Location Map
- Ordinance
- Notice of Public Hearing
- List of Addresses
- Petitioners' Application packet

CC: Keith and Danielle Bollman

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ZONING BOARD OF APPEALS
MINUTES
JULY 10, 2012

The meeting was called to order by Chairman Rick Garrity at 7:32 p.m. Board Members Gary Fasules, Barbara Fried, Edward Kolar and Dale SiligmueLLer were present. Board Members Gregory Constantino, Mary Loch and Piotr Szczesniewski were excused. Also present were Trustee Liaison Peter Cooper, Building and Zoning Official Joe Kvpil and Recording Secretary Barbara Utterback.

Chairman Garrity described the proceedings of the Zoning Board of Appeals.

ZBA Member Fried moved, seconded by ZBA Member Fasules, to approve the minutes of the June 12, 2012 ZBA meeting.

Three public hearings were on the agenda for properties at 400 Windsor Avenue, 724 Meredith Place and 636 Harding Avenue.

PUBLIC HEARING – 400 WINDSOR AVENUE

A REQUEST FOR APPROVAL OF A VARIATION FROM THE GLEN ELLYN ZONING CODE, SECTION 10-4-8(D)4b, TO ALLOW THE CONSTRUCTION OF AN ADDITION TO AN EXISTING SINGLE-FAMILY RESIDENCE THAT WILL BE SET BACK 14.2 FEET FROM THE CORNER SIDE YARD LOT LINE IN LIEU OF THE MINIMUM REQUIRED SETBACK OF 16.5 FEET FROM THE CORNER SIDE YARD LOT LINE.

(Keith and Danielle Bollman, owners)

Staff Report

Building and Zoning Official Joe Kvpil stated that the subject property at 400 Windsor Avenue is owned by Keith and Danielle Bollman. He stated that the homeowners are requesting approval of a variation from Zoning Code Section 10-4-8(D)4b to allow the construction of an addition to an existing single-family residence that will be set back 14.2 feet from the corner side yard lot line in lieu of the minimum required setback of 16.5 feet from the corner side yard lot line. Mr. Kvpil displayed photographs of the subject property that included the subject home with an addition under construction and the home with the addition completed. Mr. Kvpil displayed a map and stated that the subject property is a corner lot on the west side of Windsor Avenue located in the R2 zoning district. He added that the zoning and land use surrounding the subject property is single-family residential.

Mr. Kvpil stated that two prior zoning variations had previously been granted for the subject property. One variation was for an addition constructed at a 14.2-foot setback in lieu of the required 16.5-foot setback which is identical to the variation currently being requested. The second variation was to allow a roof ridge height of 32.7 feet in lieu of

the maximum allowed roof height of 32 feet. Mr. Kvapil displayed a site plan and indicated the original perimeter of the house, the previously granted variations and the proposed mudroom addition that is not in compliance with the setback. Mr. Kvapil stated that the entire area of the proposed mud room is 118 square feet which will replace an existing nonconforming porch that is approximately half of the 118-square foot area. He stated that the existing porch aligns with the exterior wall of the house setback and is nonconforming. He added that the petitioners propose to construct the addition to align with the side of the existing house which is not in compliance with the setback requirements. Mr. Kvapil also stated that the area of the proposed addition that is located within the prohibited corner side yard setback is 18.4 square feet.

Petitioners' Presentation

Keith Bollman, owner of 400 Windsor Avenue, Glen Ellyn, Illinois, stated that due to their lot structure and lot setup, the garage is detached. He also stated that the main entrance into their home is at the rear of the house. He stated that because their family has increased to five members, they are proposing to add an additional 4 feet to their 56-square foot porch and enclose the space for use as a mud room. Mr. Bollman stated that their home was built 14.2 feet off of the property line in 1926 and they would like to stay in alignment with the current structure as per the variation granted in 2003. Mr. Bollman stated that the length of the mud room is currently proposed at 14.7 feet wide and will have five 2-foot lockers for family members. He added that if the property line was moved in at 2.3 feet to meet the Zoning Code, 8 feet would remain for five lockers as space would be limited due to required space for a door, switches and door jambs, and a non-functional mud room would be the result.

Persons in Favor of or in Opposition to the Petition

No persons spoke in favor of or in opposition to the petition.

Comments from the ZBA

All of the ZBA members were supportive of the variation request to allow the construction of an addition that will be set back 14.2 feet from the corner side yard lot line in lieu of the minimum required setback of 16.5 feet from the corner side yard lot line. ZBA Member Siligmuller was supportive because a prior variance for a 14.2-foot setback was granted which did not have a significant impact on the neighborhood. He stated he was also supportive because the lot coverage ratio, including the proposed variation, will remain below the 20% maximum. ZBA Member Kolar added that the location of the variation is far enough away from the intersection so that a visibility issue does not apply.

Motion

ZBA Member Fasules moved, seconded by Board Member Fried, to recommend that the Village Board approve a variation from Section 10-4-8(D)4b of the Glen Ellyn Zoning

Code to allow the construction of an addition to an existing single-family residence at 400 Windsor Avenue that will be set back 14.2 feet from the corner side yard lot line in lieu of the minimum required setback of 16.5 feet from the corner side yard lot line. The recommendation for approval was based on compliance with the plans as submitted at this public hearing.

The motion carried with five (5) "yes" votes and zero (0) "no" votes as follows: ZBA Members Fasules, Fried, Kolar, SiligmueLLer and Chairman Garrity voted yes.

PUBLIC HEARING – 724 MEREDITH PLACE

A REQUEST FOR APPROVAL OF A VARIATION FROM THE GLEN ELLYN ZONING CODE, SECTION 10-4-8(E)1, TO ALLOW THE CONSTRUCTION OF A ONE-STORY SCREENED PORCH ADDITION THAT WILL RESULT IN A LOT COVERAGE RATIO OF 21.5% IN LIEU OF THE MAXIMUM PERMITTED LOT COVERAGE RATIO OF 20% ON A PROPERTY WITH A TWO-STORY HOME.

(Al and Dawn MacIsaac, owners)

Staff Report

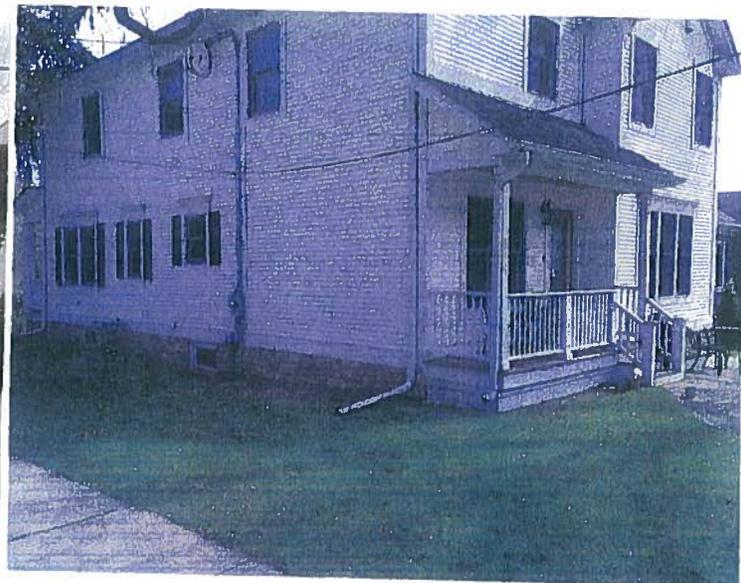
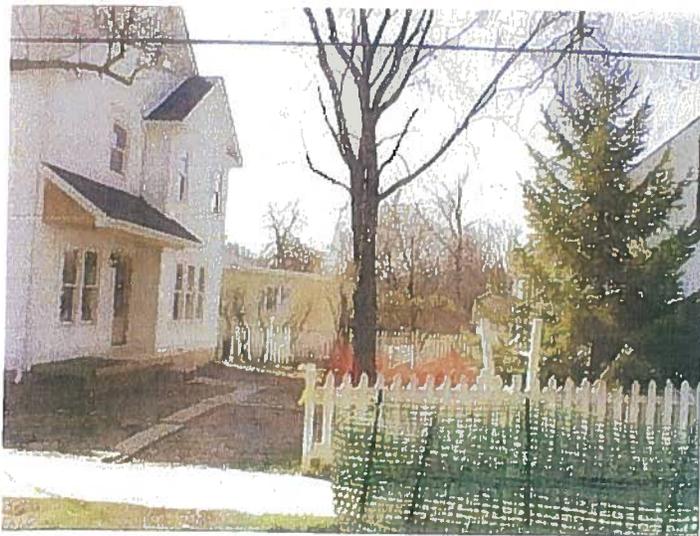
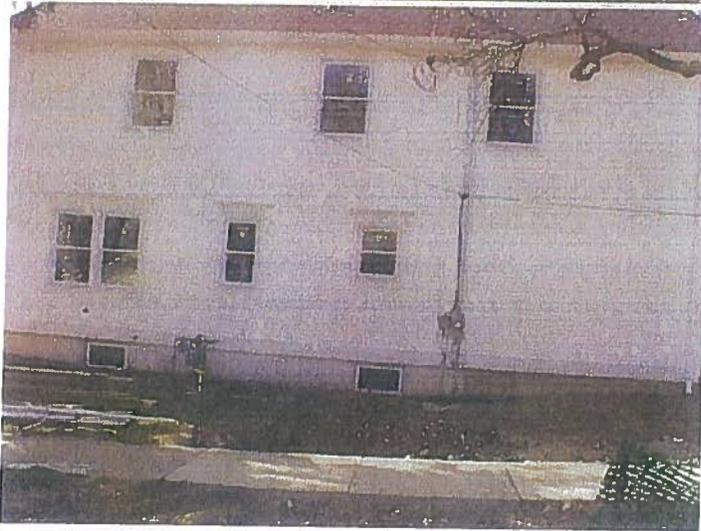
Building and Zoning Official Joe Kvapil stated that the owners of the subject property at 724 Meredith Place are Al and Dawn MacIsaac, and he displayed elevations of the house that was constructed in February, 2004. He added that the petitioners were represented at this meeting by their architect, Steve Poteracki. He stated that the owners of the property are requesting a variation from Glen Ellyn Zoning Code Section 10-4-8(E)1 to allow the construction of a one-story screened porch addition that will result in a lot coverage ratio of 21.5% in lieu of the maximum permitted lot coverage ratio of 20% on a property with a two-story home.

Mr. Kvapil stated that the subject property is located in the R2 Zoning District and is defined as an interior lot on the north side of Meredith Place. The zoning and land use surrounding the subject property is single-family residential. Village records indicate that no zoning variations have been granted for this property and that permits were issued for a finished basement and water meter for the home that was constructed in 2004.

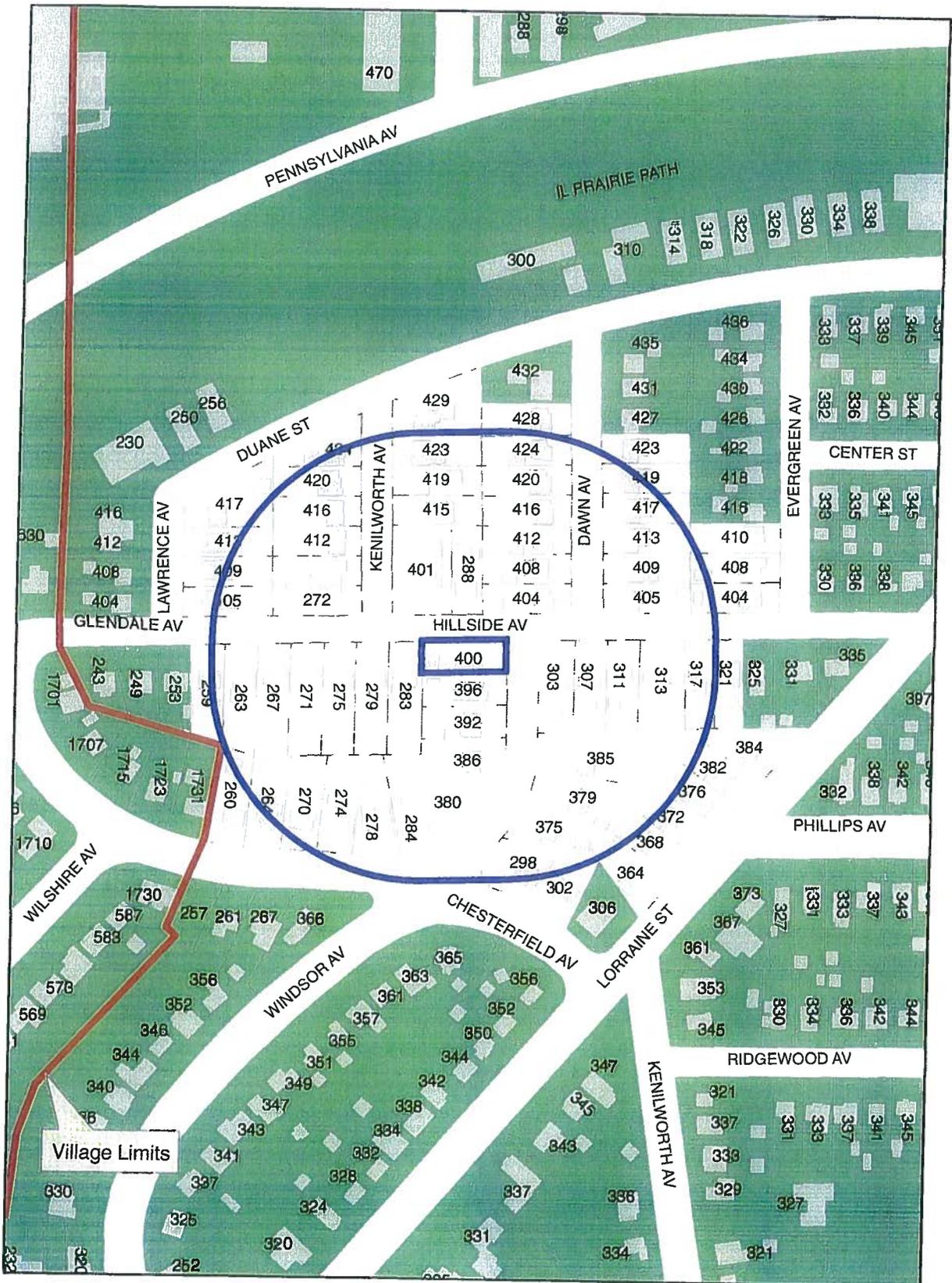
Mr. Kvapil displayed a site plan of the subject property which indicated the existing and proposed additions. He also indicated the location of a raised patio that exists at the northwest corner of the home with an overhead open trellis roof structure. Mr. Kvapil stated that there is a slight discrepancy between the documents approved for the previous building permit and the existing structure as a deck was originally proposed for this area. He stated that there is no impact to the site regarding the construction of a patio instead of a deck and added that no records regarding a patio were found. Mr. Kvapil stated that he does not feel this issue impacts the variation request in any way.

Mr. Kvapil stated that the petitioners plan to remove the existing trellis structure over the raised patio and construct an approximately 133 square foot one-story screened porch addition in exactly the same area. He added that the existing trellis structure roof and the

400 WINDSOR



400 Windsor Avenue



Prepared By: Planning and Development
Date: May 29, 2012



Village of Glen Ellyn

Ordinance No. _____

**An Ordinance Approving a Variation from the
Corner Side Yard Setback Requirements of the
Zoning Code to allow a Mud Room Addition for
Property at 400 Windsor Avenue
Glen Ellyn, IL 60137**

**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. _____

**An Ordinance Approving a Variation from the
Corner Side Yard Setback Requirements of the
Zoning Code to allow a Mud Room Addition for
Property at 400 Windsor Avenue
Glen Ellyn, IL 60137**

Whereas, Keith and Danielle Bollman, owners of the property at 400 Windsor Avenue, Glen Ellyn, Illinois, which is legally described as follows:

Lot 1 in Block 4 in Chesterfield Heights, being a subdivision in Sections 10 and 15, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof recorded October 9, 1924 as Document No. 183453, in DuPage County, Illinois.

P.I.N.: 05-15-200-026

have petitioned the President and Board of Trustees of the Village of Glen Ellyn for a variation from the Glen Ellyn Zoning Code, Section 10-4-8(D)4b, to allow the construction of a one-story mud room addition that will be set back 14.2 feet from the corner side yard lot line in lieu of the minimum required corner side yard setback of 16.5 feet; and

Whereas, following due notice by publication in the Daily Herald not less than fifteen (15) nor more than thirty (30) days prior thereto, and by mailing notice to all property owners within 250 feet of the subject property at least ten (10) days prior thereto, and following the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Glen Ellyn Zoning Board of Appeals conducted a public hearing on July 10, 2012, at which the petitioners presented

evidence, testimony, and exhibits in support of the variation request and no persons appeared in favor of the variation and no persons appeared in opposition thereto; and

Whereas, based upon the evidence, testimony, and exhibits presented at the public hearing on July 10, 2012, the Zoning Board of Appeals adopted findings of fact and voted on a motion to approve the Variation, which carried by a unanimous vote of five (5) "yes" and zero (0) "no," resulting in a recommendation for approval as set forth in its Minutes dated July 10, 2012, appended hereto as Exhibit "A"; and

Whereas, the President and Board of Trustees have reviewed the exhibits and evidence presented at the aforementioned public hearing and have considered the findings of fact and recommendations of the Zoning Board of Appeals; and

Whereas, the President and Board of Trustees make the following findings of fact:

- A. That the plight of the owner is due to unique circumstances since the older existing home and a subsequent addition, approved under a variation, established the nonconforming 14.2 feet setback from the corner side yard lot line;
- B. That the variation, if granted, will not alter the essential character of the locality since the addition is an improvement consistent with other surrounding residential structures;
- C. That the particular physical surroundings, shape or topographical condition of the specific property involved would bring practical difficulty or particular hardship upon the owner as distinguished from a mere inconvenience if the strict letter of the regulation were to be carried out since it would be necessary to deviate from the design and appearance of the home and restrict the available interior space beyond a practical minimum;

D. That the conditions upon which the variation is based would not be applicable generally to other property within the same zoning district since the existing lot dimensions, position of the home on the lot and prior additions are unique to this property;

E. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property since the applicants intend to make these improvements for their own personal use and have no desire to sell the property or move to another home;

F. That the practical difficulty or particular hardship has not been created by any persons presently having an interest in the property since the existing conditions were created when the home and additions were constructed and prior to the owner's purchase of the property in 2012;

G. That the variation will not be detrimental to the public comfort, morals, and welfare or injurious to other property or improvements in the neighborhood in which the property is located since it is a permitted use in the zoning district and will be constructed in accordance with applicable zoning code regulations;

H. That the variation will not substantially increase the hazard from fire or other dangers to said property and not otherwise impair the public health, safety, or general welfare of the inhabitants of the Village since it is a structure that will be constructed in accordance with all applicable building code regulations;

I. That the variation will not diminish or impair property values within the neighborhood since it is a typical residential use and structure in this residential zoning district;

J. That the variation will not result in an increase in public expenditures or create a nuisance since the development is a permitted single-family residential use in a residential zoning district;

K. That the variation is the minimum variation that will make possible the reasonable use of the land, building or structure since the proposed mud room area that is noncompliant covers only 18.4 square feet; and

Whereas, the President and Board of Trustees, based on the aforementioned findings of fact, find it appropriate to grant the variation presented to the Zoning Board of Appeals.

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: The Minutes of the July 10, 2012 Glen Ellyn Zoning Board of Appeals meeting, Exhibit "A" appended hereto, are hereby accepted, and the findings of fact and conclusions set forth in the preambles above are hereby adopted as the findings of fact and conclusions of the corporate authorities of the Village of Glen Ellyn.

Section Two: Based upon the above findings of fact, the President and Board of Trustees hereby approve a variation from the Glen Ellyn Zoning Code, Section 10-4-8(D)4b, to allow the construction of a one-story mud room addition that will be set back 14.2 feet from the corner side yard lot line in lieu of the minimum required corner side yard setback of 16.5 feet at 400 Windsor Avenue, Glen Ellyn, Illinois, which is legally described as follows:

Lot 1 in Block 4 in Chesterfield Heights, being a subdivision in Sections 10 and 15, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof recorded October 9, 1924 as Document No. 183453, in DuPage County, Illinois.

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Section Three: This grant of variation to construct a one-story mud room addition is conditioned upon the construction being completed in substantial conformance with the plans and the Application for Variation received by the Planning & Development Department and signed on

June 29, 2012 and the testimony and exhibits provided at the July 10, 2012 Zoning Board of Appeals public hearing.

Section Four: The Building and Zoning Official is hereby authorized and directed to issue building permits for the subject property, consistent with the variation granted herein, provided that all conditions set forth hereinabove have been met and that the proposed construction is in compliance with all other applicable laws and ordinances. This grant of variation shall expire and become null and void twenty-four (24) months from the date of passage of this Ordinance unless a building permit to begin construction in reliance on this variation is applied for within said twenty-four (24) month time period and construction is continuously and vigorously pursued provided, however, the Village Board, by motion, may extend the period during which permit application, construction, and completion shall take place.

Section Five: The Village Clerk is hereby authorized and directed to cause a copy of this Ordinance approving the variation to be recorded with the DuPage County Recorder of Deeds.

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

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

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

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 _____).



NOTICE OF PUBLIC HEARING

Keith and Danielle Bollman, owners of the property at 400 Windsor Avenue, are requesting a public hearing for a variation in accordance with Section 10-10-12 of the Glen Ellyn Zoning Code. The owners would like to modify the existing home by constructing an addition to the existing home that is 14.2 feet from the corner side lot line. The Zoning Code does not allow any part of the home to be closer than 16.5 feet from the corner side lot line. The Glen Ellyn Zoning Board of Appeals will conduct a public hearing to consider this variation on **Tuesday, June 26, 2012** at 7:30 p.m. on the third floor in the Civic Center, 535 Duane Street, Glen Ellyn, Illinois. Anyone is welcome to attend.

The property owners are requesting approval of one variation from the Glen Ellyn Zoning Code as follows:

1. Section 10-4-8(D)4b to allow the construction of an addition to an existing single family residence that will be setback 14.2 feet from the corner side yard lot line in lieu of the minimum required setback of 16.5 feet from the corner side yard lot line.
2. Any other zoning relief necessary to construct the project as depicted on the plans presented or revised at the public hearing or at a public meeting of the Village Board.

The property is zoned R2, Residential District, and is legally described as follows:

Lot 1 in Block 4 in Chesterfield Heights, being a subdivision in Sections 10 and 15, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof recorded October 9, 1924 as Document No. 183453, in DuPage County, Illinois.

P.I.N.: 05-15-200-026

Plans related to the proposed project are available for public review in the Planning and Development Department, Civic Center, 535 Duane Street, Glen Ellyn, Illinois. If you have questions, please contact Joe Kvapil, Building & Zoning Official, at (630) 547-5244. For individuals with disabilities who have questions regarding the accessibility of the meeting or facilities, contact Harold Kolze, ADA Coordinator, at (630) 547-5209.

(Published in the Daily Herald on Monday, June 4, 2012)

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MORAN, ANTHONY & JANE
OR CURRENT OWNER
379 WINDSOR AVE
GLEN ELLYN IL 60137

MOSTACCI, JOHN J
OR CURRENT OWNER
416 DAWN AVE
GLEN ELLYN IL 60137

SUMMERBELL, JON K
OR CURRENT OWNER
382 LORRAINE ST
GLEN ELLYN IL 60137

TOLLAS, DENNIS & K WINTER
OR CURRENT OWNER
303 HILLSIDE
GLEN ELLYN IL 60137

KRASULA, PHILLIP & CAROL
OR CURRENT OWNER
385 WINDSOR AVE
GLEN ELLYN IL 60137

FRIEDEL, GERALD
OR CURRENT OWNER
368 LORRAINE RD
GLEN ELLYN IL 60137

KRAUS, SARAH
OR CURRENT OWNER
416 KENILWORTH ST
GLEN ELLYN IL 60137

OLSON, MS KAREN M
OR CURRENT OWNER
375 WINDSOR
GLEN ELLYN IL 60137

SIMS, WILLIAM A
OR CURRENT OWNER
274 CHESTERFIELD AVE
GLEN ELLYN IL 60137

SMITH, ELIZABETH K
OR CURRENT OWNER
420 DAWN AVE
GLEN ELLYN IL 60137

WULFFEN, KENNETH & SHARON
OR CURRENT OWNER
311 HILLSIDE
GLEN ELLYN IL 60137

KARMIS, CHRISTOPHER
OR CURRENT OWNER
404 EVERGREEN ST
GLEN ELLYN IL 60137

PENZETO, M A & P A
OR CURRENT OWNER
417 LAURENCE AVE
GLEN ELLYN IL 60137

HAGGERTY, JOSEPH & KAREN
OR CURRENT OWNER
410 EVERGREEN AVE
GLEN ELLYN IL 60137

SMITH, MICHAEL G
OR CURRENT OWNER
614 LENOX
GLEN ELLYN IL 60137

TESTYON, DAVID
OR CURRENT OWNER
429 KENILWORTH AVE
GLEN ELLYN IL 60137

SLONE, EULA J
OR CURRENT OWNER
264 CHESTERFIELD AVE
GLEN ELLYN IL 60137

GINTY, KEVIN
OR CURRENT OWNER
408 EVERGREEN AVE
GLEN ELLYN IL 60137

MICHELS, HELEN
OR CURRENT OWNER
384 LORRAINE RD
GLEN ELLYN IL 60137

KATZ-ATKIN, GERALDINE
OR CURRENT OWNER
372 LORRAINE RD
GLEN ELLYN IL 60137

FREEMAN, CHRISTOPHER & C
OR CURRENT OWNER
409 LAWRENCE AVE
GLEN ELLYN IL 60137

FALCK, DAVID & MICHELLE
OR CURRENT OWNER
283 HILLSIDE AVE
GLEN ELLYN IL 60137

ALDRICH, ERIC R
OR CURRENT OWNER
404 DAWN AVE
GLEN ELLYN IL 60137

KOSIEK, KIMBERLY
OR CURRENT OWNER
392 WINDSOR AVE
GLEN ELLYN IL 60137

KOZIARSKI, ANDRZEJ & ANETA
OR CURRENT OWNER
408 DAWN AVE
GLEN ELLYN IL 60137

EDMONDS, WINIFRED
OR CURRENT OWNER
412 DAWN AVE
GLEN ELLYN IL 60137

FULLINGTON, THOMAS & T
OR CURRENT OWNER
376 LORRAINE RD
GLEN ELLYN IL 60137

IGE, DANIEL
OR CURRENT OWNER
N4894 EAST COURT DR
PRINCETON WI 54968

KIRBY, BRENDA D
OR CURRENT OWNER
0N698 OLD KIRK RD
WEST CHICAGO IL 60185

WOJCIK, DONALD & DEBORAH
OR CURRENT OWNER
423 KENILWORTH AVE
GLEN ELLYN IL 60137

SMITH, LAURENCE & KATIE
OR CURRENT OWNER
298 CHESTERFIELD
GLEN ELLYN IL 60137

GRAHAM, DEBRA ANN
OR CURRENT OWNER
278 CHESTERFIELD AVE
GLEN ELLYN IL 60137

SWIERK, MEGAN A
OR CURRENT OWNER
284 CHESTERFIELD AVE
GLEN ELLYN IL 60137

FREIBURGER, J & L LE
OR CURRENT OWNER
302 CHESTERFIELD RD
GLEN ELLYN IL 60137

HAMMONS, L & E KYLE
OR CURRENT OWNER
380 WINDSOR AVE
GLEN ELLYN IL 60137

FITZPATRICK, DANIEL
OR CURRENT OWNER
364 LORRAINE RD
GLEN ELLYN IL 60137

BOEH, MICHAEL W & M E
OR CURRENT OWNER
386 WINDSOR AVE
GLEN ELLYN IL 60137

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

APPLICATION FOR VARIATION

For the property at 400 Windsor Ave Glen Ellyn, IL 60137

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

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

I. APPLICANT INFORMATION:

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

Name: Keith and Danielle Bollman

Address: 400 Windsor Ave

Phone No.: 630 545 1715

Fax No.: _____

E-mail: _____

Ownership Interest in the Property in Question: _____

Addition / Remodel to Existing Structure

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

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

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

NA

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

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

YES

NO

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

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

YES

NO

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

III. PROPERTY INFORMATION:

Common address: 400 Windsor Ave

Permanent tax index number: Parcel Number 05-15-200-026

Legal description: Of Lot 1 in Block 4 in Chesterfield Heights, being a subdivision in Sections 10 and 15, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof Recorded October 9, 1924 as Document No. 183453, in DaPue County, Illinois.

Zoning classification: R2

Lot size: 55 ft. x 140 ft. Area: 7,700 sq. ft.

Present use: Single Family Residence

IV. INFORMATION REGARDING THE VARIATION(S) REQUESTED:

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

MINIMUM YARD AND LOT REQUIREMENTS

10-4-8(D)(4)(b)

Seeking a variation to the corner side yard setback requirements to allow a home addition that does not meet the minimum required corner side yard setback of 30% of the lot width.

Estimated date to begin construction: July 2012

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

Jeff Romack - Architect

V. EVIDENCE RELATING TO ZONING CODE STANDARDS FOR A VARIATION:

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

A. Standards Applicable to All Variations Requested:

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

The lot width is 55'-0" with the current corner side yard setback of 14.35' and 14.45'. To allow for the required corner side yard setback (30%) of lot width which is 16.5' the existing structure would have to be moved 2.05'.

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

OR

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

The unique circumstance is that the existing structure is currently 2.05' inside the required corner side yard setback and we cannot move the house to comply with current zoning codes. The proposed shed roof over the addition aligning with the existing side wall is consistent with the architectural appearance of the front porch shed roof.

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

A variation will not alter the essential character of the locality because we are requesting that the proposed addition/remodeling to be in alignment with the current residence. The addition does not move any closer to the Hillside/Windsor corner, the nearest neighbor to the set-back in question is across the street (Hillside).

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

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

The shape of the lot or the lot width is only 55.0'. Therefore, to maintain the required corner side yard setback would bring particular hardship.

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

The condition requiring a variation is based upon our corner lot situation. The variation would not be applicable to all other interior lots. There are only a few other houses that have side yard parallel to Hillside Ave, the majority of the lots have front yards facing Hillside Ave.

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

Our primary purpose is to provide adequate space for a family mud room. Our current porch is only 56 sq. ft. and our desire is to expand and enclose to accommodate a reasonable mud room.

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

We are simply requesting to stay within the current corner side yard setback of our existing residence. The current structure was constructed in 1926 and remodeled in 2004 with a side yard setback of 14.35 feet.

5. Provide evidence that the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property in question is located

We are not requesting to extend beyond our current conditions or setback. We are only requesting to align with our current conditions.

6. Provide evidence that the proposed variation will not:

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

The proposed variation is adjacent to Hillside Avenue, therefore not affecting any adjacent neighbors.

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

The proposed variation is only to align with the current residence and that is adjacent to Hillside Avenue.

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

We are not requesting to extend into the current corner side yard beyond the existing structure.

- d. Diminish or impair property values within the neighborhood;
Based on the drawings submitted, we believe it will only enhance the character and property values within the neighborhood.
- e. Unduly increase traffic congestion in the public streets and highway;
We are only looking to remodel / convert back porch and expand to add a mud room.
- f. Create a nuisance; or
We are only requesting to align with the current structure / residence.
- g. Results in an increase in public expenditures.
We are not aware of any issues that would result in any increase to public expenditures.
7. Provide evidence that the variation is the minimum variation that will make possible the reasonable use of the land, building or structure.
The rear porch is only 56 sq. ft and we are only requesting to align with the current structure / residence - only 18.4 sq. ft. of the proposed addition will encroach into the required corner side yard.
8. Please add any comments which may assist the Zoning Board of Appeals of Appeals in reviewing this application.
We want to stress that we are not looking to extend into or decrease any existing setbacks. We are only looking to align with our current condition of residence.

VI. EVIDENCE RELATING TO FLOOD HAZARD VARIATION REQUESTS

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

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

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

Not applicable

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

Not applicable

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

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

VII. CERTIFICATIONS, CONSENT AND SIGNATURE(S)

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

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

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

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

Demelle Ball

Keith Allen Ball
Signature of Applicant(s)

5/29/2012
Date filed



Village of Glen Ellyn

1&2 - Family Dwelling Building & Zoning Worksheet

1. **Property Address:** 400 WINDSOR AVE Zoning District: R2

Describe the Project: ADDITION / ALTERATION

2. **Lot Coverage Ratio (LCR):** District Maximum R0, R1, R2, R3 = 20% for 2-story or 35% for 1-story structures. All roofed over areas of the principal and accessory structures on the zoning lot must be included unless the area of a detached garage or open front porch is excluded by exception in Zoning Code Chapter 4 District Regulations. Lot coverage area calculations:

Existing 2,075.7 sq ft + New 56.8 sq ft - Garage 500 sq ft - Porch 110 sq ft = Total 1,522.4 sq ft

Total lot coverage area 1,522.4 sq ft ÷ lot area 7,700 sq ft x 100 = 19.77 % LCR

3. **Front Yard Setback:** District Minimums: R0 = 50 ft, R1 = 40 ft, R2 = 30 ft

Min. required front yard setback: no closer than the closest enclosed portion of the principal structure on either adjacent lot

1. Address (Left Side) SEE ATTACHED SURVEY Existing Setback: 30' ft

2. Address (Right Side) _____ Existing Setback: _____ ft

Required Front Yard Setback (lesser of number 1 or 2 above - 50 ft maximum) 30 ft

Front Yard Setback (existing structure): 39.41 ft Proposed Front Yard Setback: 39.41 ft

Permitted Open Front Porch Setback (Required Front Yard setback from above x 0.75) = 22.5 ft

Proposed Open Front Porch Setback: NA ft

4. **Side Yard Setback:** District Minimums: R0=15% of lot width, R1=10% of lot width, R2=Greater of 6.5 ft or 10% of lot width

Lot width 55 ft x 0.1 for R1 and R2; or x .15 for R0 = 5.5 ft

Interior Side Yard Setback (existing structure): Left: 10.87 ft Right: NA ft

Proposed Interior Side Yard Setback: Left: 10.87 ft Right: NA ft

5. **Corner Side Yard Setback:** District Minimums: R0 = 40 ft, R1 = 40 ft, R2 = 30 ft

Corner Side Yard Setback (existing structure): 14.2 ft Proposed Corner Side Yard Setback: 14.2 ft

Corner Side Yard Setback for lots less than 80 feet wide in the R2 District complete this section below:

Lot width 55 x .30 = 16.5 ft Minimum allowable corner side yard setback

Permitted Open Porch Setback (Required Corner Side Yard Setback from above) x 0.75 NA ft

Proposed Open Porch Setback: NA ft

6. **Rear Yard Setback:** Minimums: R0 = 60 ft, R1 = 50 ft, R2 = 40 ft

Rear Yard setback (existing structure): 54.04 ft

Proposed Rear Yard setback: 50.04 ft

7. **Impervious Surface Setback:** Minimum based on lot width = 2% (<66'), 3% (66'-<90'), 4% (90'-100'), 5% (>100')

Lot Width 55 x .02 Percentage Required = 1.1 Required Setback (ft)

8. **Building Height:** The maximum eave and ridge heights and permitted height bonuses are specified in Zoning Code Section 10-4-8(F)1. Roof height is determined at the highest eave and at the highest ridge from average existing grade at four (4) corners where an imaginary line parallel to the front and rear yard setback lines and touching the proposed structure intersects the required side yard setback lines. Grade elevations at all four points shall be shown on Plat of Survey/Site Development Plan.

A. Front Left Point Grade Elevation: _____ B. Front Right Point Grade Elevation: _____

C. Rear Left Point Grade Elevation: _____ D. Rear Right Point Grade Elevation: _____

Grade Elevation Total (A + B + C + D) = _____ ÷ 4 = _____ Average existing grade

Max Ridge Height _____ ft + Porch Bonus or Setback Bonus _____ ft = Permitted Ridge Height _____ ft

Max Eave Height _____ ft + Setback Bonus _____ ft = Permitted Eave Height _____ ft

Proposed Heights Measured From Average Existing Grade:

Top of Foundation _____ ft Highest Eave _____ ft Highest Ridge _____ ft

9. **Building Classification:**

Any change to an existing building is assigned a classification based on a new use or the proposed work. Village Code 4-1-10 (D) requires certain building improvements be completed for each classification.

A. **Alteration:** Any change to the exterior structure or part thereof (excluding exterior finishes) of a building.
 Walls: the square footage of all outside wall surfaces from a point 8" above the adjacent grade to the soffit or eave.
 Roof: the square footage of the horizontal plane(s) formed by the outside top edge of the perimeter walls.

Existing Roof Area: 1,248.71 sq ft + Existing Wall Area: 2,929 sq ft = Total Exterior Surface 4,177.7 sq ft

Area of Roof Altered: 56.8 sq ft + Area of Walls Altered: 136.3 sq ft = Total Area Altered 193.12 sq ft

Total Area Altered: 193.12 sq ft ÷ Total Exterior Surface: 4,177.7 sq ft x 100 = 4.6 %

Alteration Classifications: (circle one) Class I = Under 50% Class II = 50% - 75%, Class III = above 75%

B. **Addition:** Any change to a structure or part thereof that increases the finished floor area of the building

Floor Area of Addition: 116.8 sq ft ÷ Floor Area of Existing Building: 1,248.71 sq ft x 100 = 9.4 %

Addition Classifications: (circle one) Class I = Under 75% Class II = 75% - 150%, Class III = above 150%

C. **Remodeling:** Any change to the interior or part thereof of a building. The hard cost is the total value of interior improvements (except exterior finishes and fixtures). Remodeling Classifications: (circle one)

Class I = under \$15,000 hard cost Class II = \$15,000-\$200,000 hard cost Class III = over \$200,000 hard cost

D. **Change of Use:** Any change in the purpose or activity within a building or part thereof. See Village Code 4-1-10 (E) Hazard Index Table for index number. Change of Use Classifications: (circle one)

Class I = 0 to 1 increase in index number Class II = 2 or more increase in index number

I do certify that to the best of my knowledge and belief, the Zoning worksheet has been completed substantially in accordance with the building plans. I further agree that if this certification is in error, the permit issued and erection commenced on the strength of said certification, that I will assume full responsibility for any and all changes in the exterior shape and/or design of said residence required to make it comply with the Village of Glen Ellyn Zoning Ordinances.

Keith Allen Bellman
 Authorized Agent (Signature)

Keith Allen Bellman
 Print Name

5/5/12
 Date

Lot Coverage Calculations

Current House: 1248.71 sq. ft.

Garage: 581.64

Porches: 245.35

Total Current: 2075.7

Addition: 56.8

New Total: 2132.5

Garage Credit: (500.00)

Porch Credit: (110.10)

Final 1522.4

Maximum Allowed 1540 (7,700*20%)

Balance 17.6

Lot Coverage Ratio 19.77%

CHICAGO TITLE INSURANCE COMPANY
COMMITMENT FOR TITLE INSURANCE
SCHEDULE A

YOUR REFERENCE: BOLLMAN

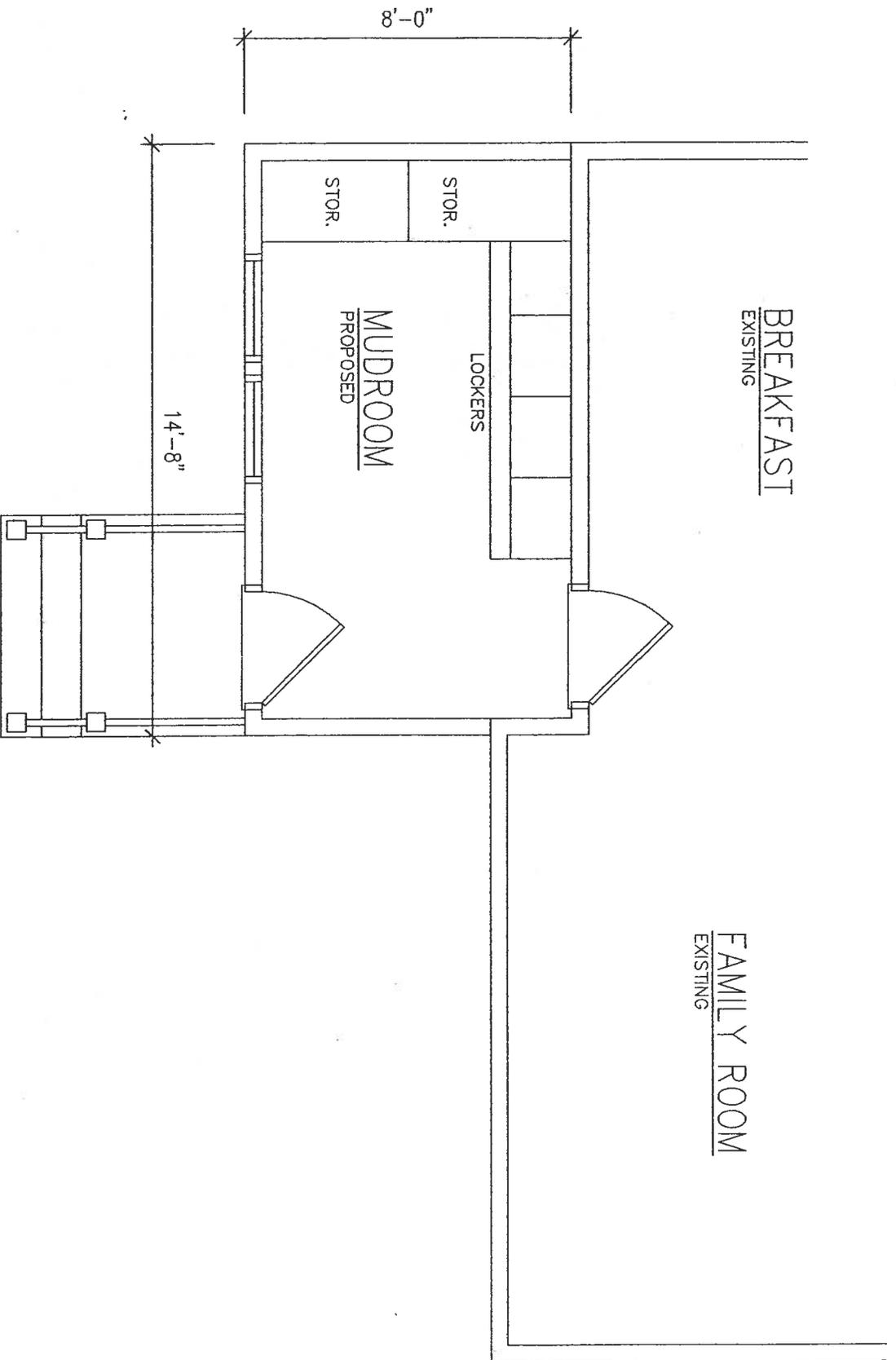
ORDER NO.: 1410 020120880 UA

EFFECTIVE DATE: FEBRUARY 14, 2012

1. POLICY OR POLICIES TO BE ISSUED:

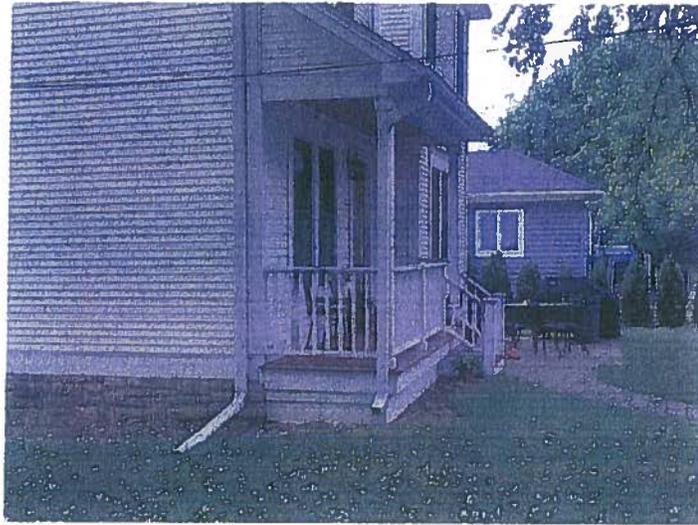
LOAN POLICY: ALTA LOAN 2006 W/SIGNATURE
AMOUNT: [REDACTED]
PROPOSED INSURED: US BANK, ITS SUCCESSORS AND/OR ASSIGNS

2. THE ESTATE OR INTEREST IN THE LAND DESCRIBED OR REFERRED TO IN THIS COMMITMENT IS FEE SIMPLE, UNLESS OTHERWISE NOTED.
3. TITLE TO THE ESTATE OR INTEREST IN THE LAND IS AT THE EFFECTIVE DATE VESTED IN: KEITH A. BOLLMAN AND DANIELLE W. BOLLMAN, HUSBAND AND WIFE, NOT AS JOINT TENANTS OR TENANTS IN COMMON BUT AS TENANTS BY THE ENTIRETY

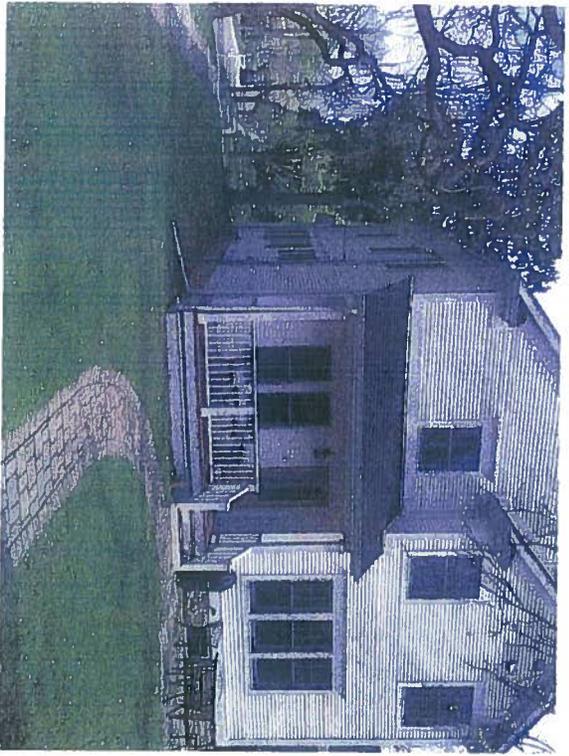


PROPOSED FLOOR PLAN

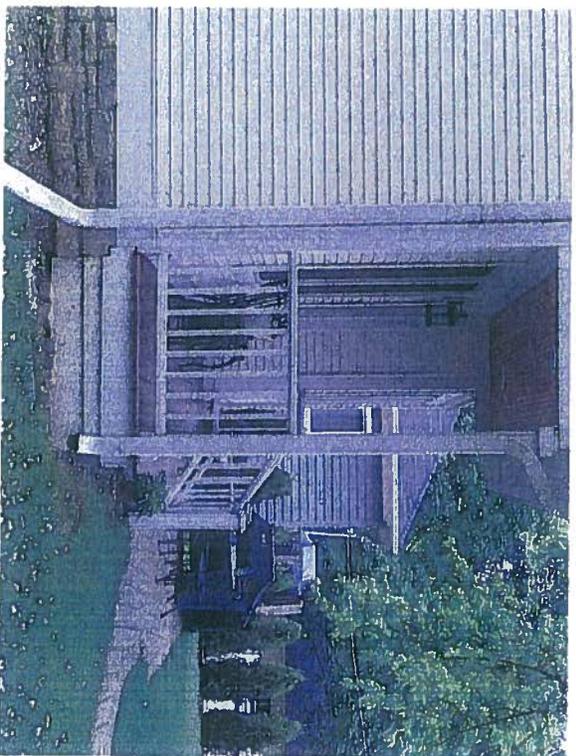
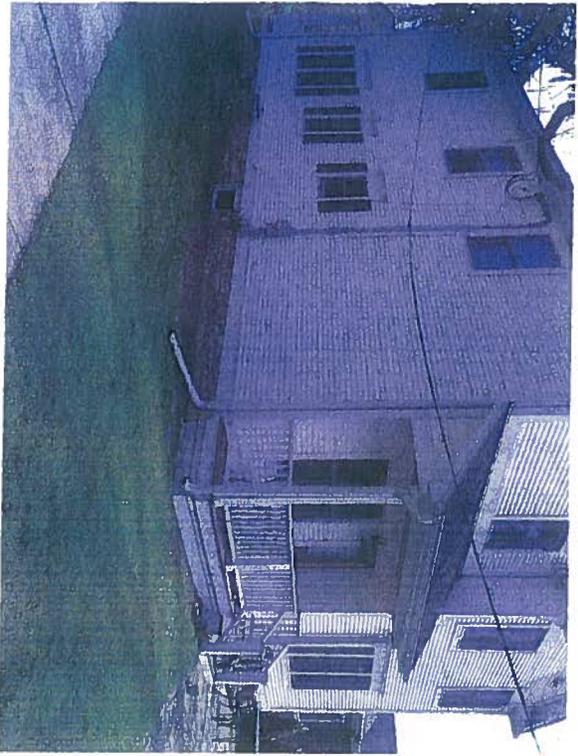
400 Windsor Avenue
Glen Ellyn, IL
Signature Petition in Support of Variation Request



- Name: Address:
1. Joe Robinson 288 Hillside, Glen Ellyn
 2. A. Panowski 401 Hawthorn Ave Glen Ellyn
 3. Katia Alford 404 Dawn Ave, Glen Ellyn, IL 60137
 4. Jim Foltz 283 Hillside Ave Glen Ellyn IL 60137
 5. [Signature] 396 Windsor Ave. Glen Ellyn, IL 60137



Back Porch – Entry from Detached Garage



Convert covered porch approved at current side yard setback and widen by 4' for an increase of 56 square feet for mudroom entrance.

PLAT OF SURVEY

Of Lot 1 in Block 4 in Chesterfield Heights, being a subdivision in Sections 10 and 15, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof Recorded October 9, 1924 as Document No. 183453, in DuPage County, Illinois.

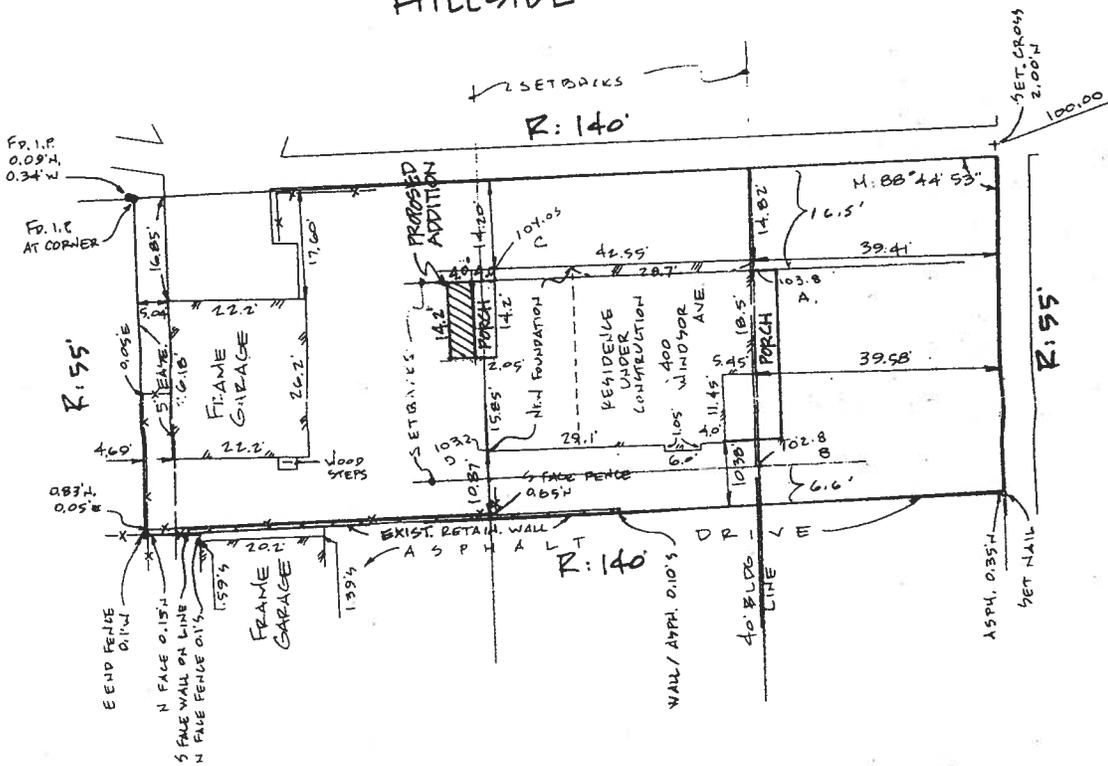
SETBACKS: CORNER SIGN BOARD = 0.30 x 55' = 16.5' (NORTH)
 INTERIOR = 6.6' (SOUTH)
 FRONT = 40' (EAST)

D	103.8	HIGHEST EASEMENT	135.55
B	102.8		(163.46)
C	104.05		32.09'
D	103.2	HIGHEST EASEMENT	123.5
	$413.85 \div 4 = 103.46$		(103.46)
			20.07'



HILLSIDE AVE.

WINDSOR AVE.



ADDED HEIGHT DATA JUNE 2, 2004

NOTE: BUILDING DIMENSIONS & TIES ARE TO FOUNDATION.

CLIENT: BOLLMAN
JN 31852

DATE OF SURVEY Nov 21, 2003
 STATE OF ILLINOIS
 COUNTY OF DU PAGE



LEGEND	
R - RECORD DISTANCE	CH - CHORD
M - MEASURED DISTANCE	○ - FOUND IRON
D - DEED	● - SET IRON
CONCRETE SHOWN SHADED	○ - UTILITY POLE W/ OVHD. WIRES
-x-x- FENCE LINE	
- - - LIMITS OF BUILDING	
SCALE 1" = 20 FEET	

I HEREBY CERTIFY THAT THE ABOVE DESCRIBED PROPERTY HAS BEEN SURVEYED, UNDER MY SUPERVISION, ACCORDING TO THE OFFICIAL RECORD AND THAT THE ABOVE PLAT CORRECTLY REPRESENTS SAID SURVEY. ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF.

I FURTHER CERTIFY THAT UNLESS OTHERWISE SHOWN, THE BUILDINGS ON THE PARCEL ARE WITHIN PROPERTY LINES AND THE ADJOINING VISIBLE IMPROVEMENTS DO NOT ENCR OACH ON THE ABOVE DESCRIBED PROPERTY.

I FURTHER CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

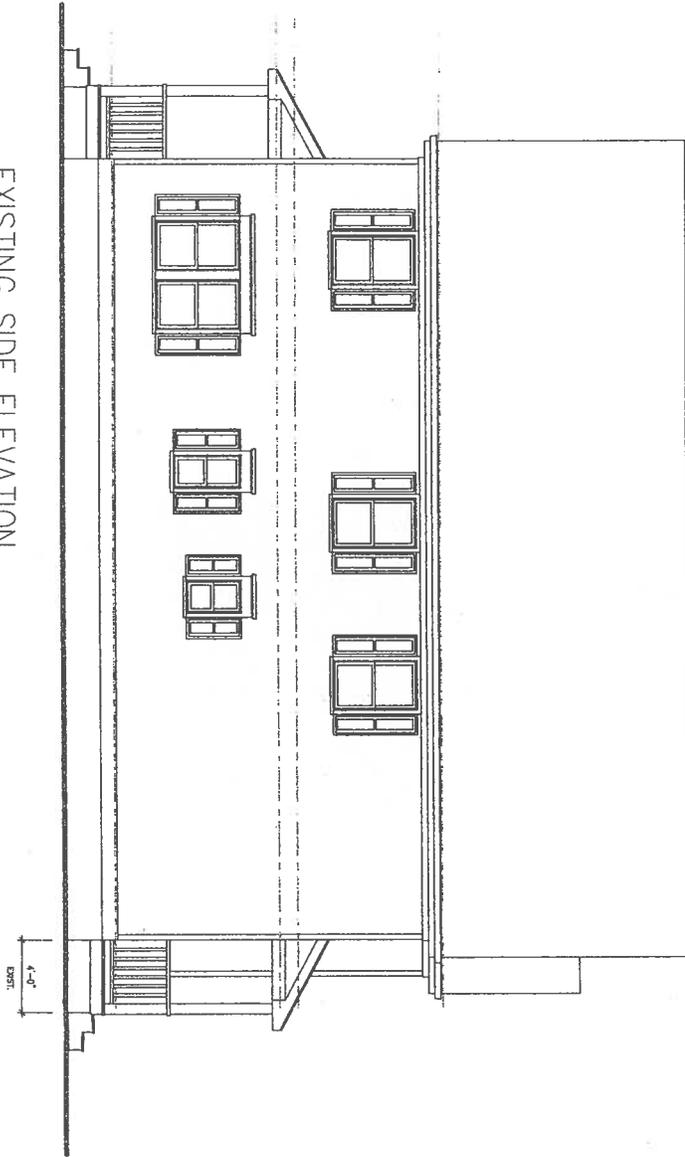
Vincent J. Bolzman

MY LICENSE EXPIRES 11-30-2004

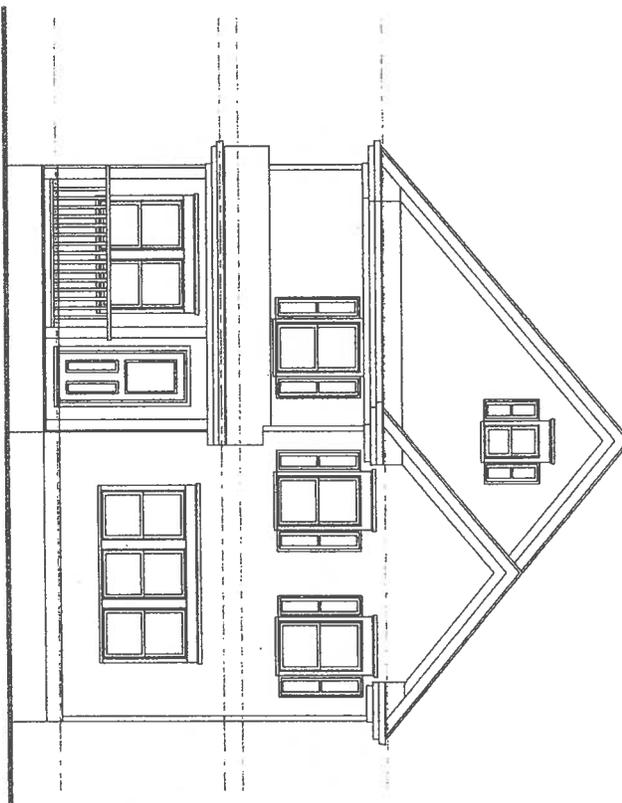
SCHLAF-SEDIG & ASSOCIATES, INC.
 1030 Summerfield Drive
 Roselle, Illinois 60172
 (708) 241-7100

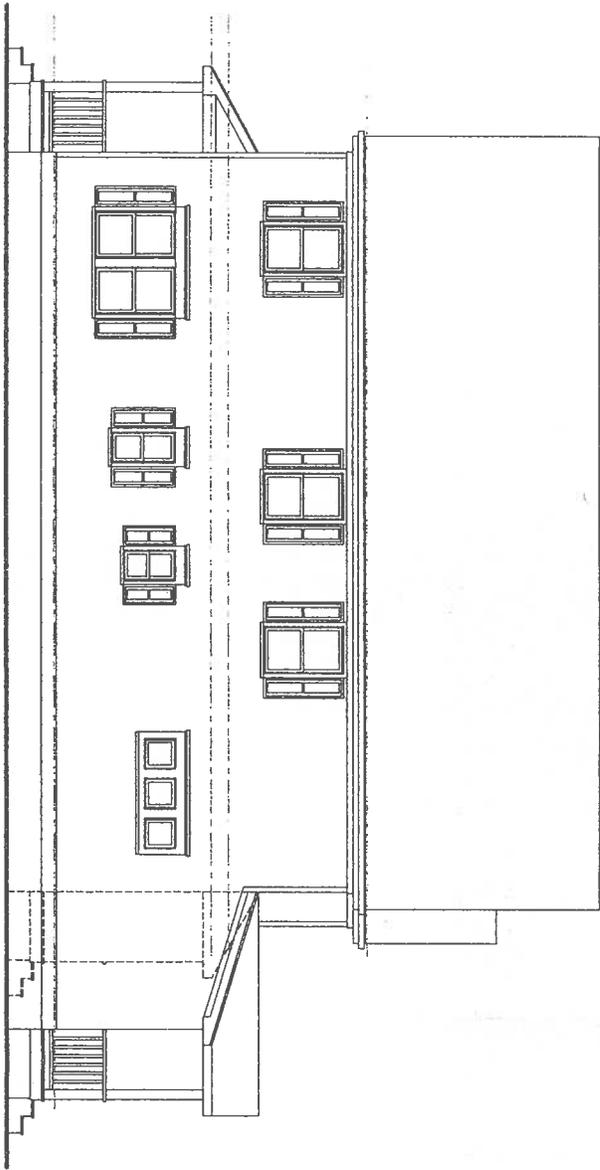
COMPARE THE DESCRIPTION OF THIS PLAT WITH DEED. REFER TO TITLE POLICY FOR ITEMS OF RECORD NOT SHOWN UNLESS OTHERWISE NOTED. UTILITIES WITHIN EASEMENTS ARE NOT SHOWN HEREON. UNDERGROUND

EXISTING SIDE ELEVATION

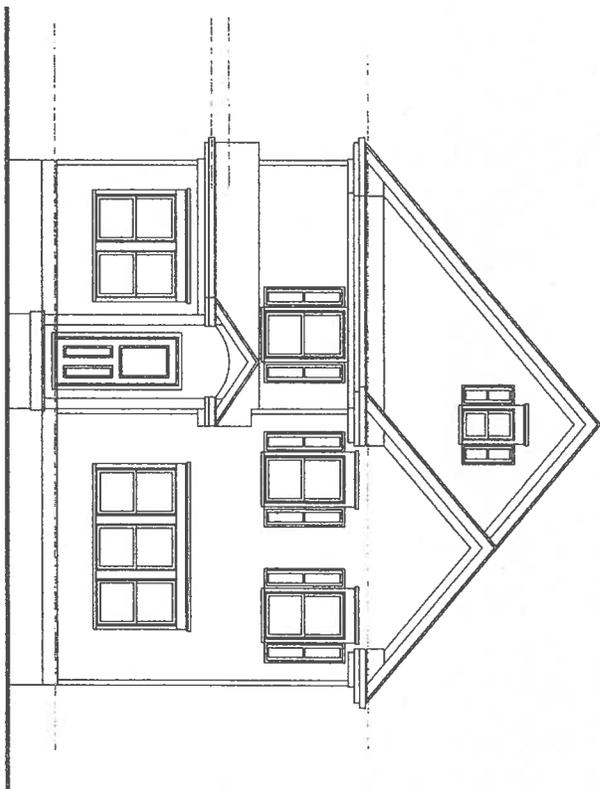


EXISTING REAR ELEVATION





PROPOSED SIDE ELEVATION



PROPOSED REAR ELEVATION

MEMORANDUM

A-6G

TO: Julius Hansen, Public Works Director
FROM: Jen Brown, Street / Forestry Superintendent
DATE: August 7, 2012
RE: Roosevelt Rd. Street Light Exterior Maintenance



Background

Public Works added decorative street lights along Roosevelt Rd in 2002 as part of the streetscape improvements approved by the Village Board in the late 1990's. There are currently 129 decorative light poles along Roosevelt Rd. that the Village maintains. They are located from our western limits adjoining with Wheaton to Baker Hill at the east; there are also poles on the following Roosevelt Rd side streets: Lambert Rd., Park Blvd., Nicoll Way and Baker Hill. We currently have 4 poles on reserve for replacement needs.

Issues

Currently there is a substantial amount of deterioration to the original powder coating resulting in large amounts of flaking and peeling of the coating as well as rust forming along a 13 foot expanse of the lower portion of the pole. (See attached pictures)

Over the last 10 years the original powder coating has been exposed to the seasonal fading and wear and tear that is expected. A large percentage of this wear is caused by the salting and plowing needed to keep Roosevelt Rd. safe during winter snow events. Road salt and de-icing chemicals, as well as debris that is cast off from the plows, damage this coating to the point of exposing the steel pole beneath. This has resulted in the need for a restoration plan to keep the poles not only aesthetically pleasing, but more importantly, to avoid deterioration to the point of becoming a safety hazard and needing full replacement in the future.

Recommendation

Research has been done on the four most commonly used methods to address this maintenance issue. Various companies were contacted for prices and proposed methods.

- Method # 1 would send 8 to 10 poles at a time to a company who will strip, prepare the surface and powder coat the entirety of each pole. We would then use a contractor to remove 8 to 10 poles replacing with the newly powder coated pole. This would involve removing all existing mast arms, fixtures, wiring and existing signs and banners from the old pole and then reinstalling the same on the newly coated pole.
- Method # 2 involves sand or water blasting all loose material from each pole along Roosevelt Rd. A protective curtain would be used to protect the surrounding area and the pole would be primed, prepped and painted. This method would only restore the first 15' of the pole from the lower light mast arm to the ground.

- Method # 3 is much like the second but the process to remove the paint and rust is to mechanically grinding the surface. The pole surface would then be spot primed, painted and then apply an ultra-finish. This method would only restore the first 15' of the pole from the lower light mast arm to the ground. (See demo pictures)
- Method # 4 is the same as the third but the pole is scraped by hand, primed and painted. This method would only restore the first 15' of the pole from the lower light mast arm to the ground.

A spreadsheet is attached showing the four methods and the various contractor proposals. We are recommending the third method as the most feasible and least disruptive option. National Decorating Service quoted this method and is the only contractor that also provided a warranty with their work; it is a 3 year warranty.

Action Requested

Approve the Roosevelt Rd Street Light painting by National Decorating Service of Oakbrook, IL in the not-to-exceed amount of \$65,000 as allotted in the FY12-13 Budget. This will be expensed to the Capital Fund 40000-580100 Non-Roadway Construction Projects line item.

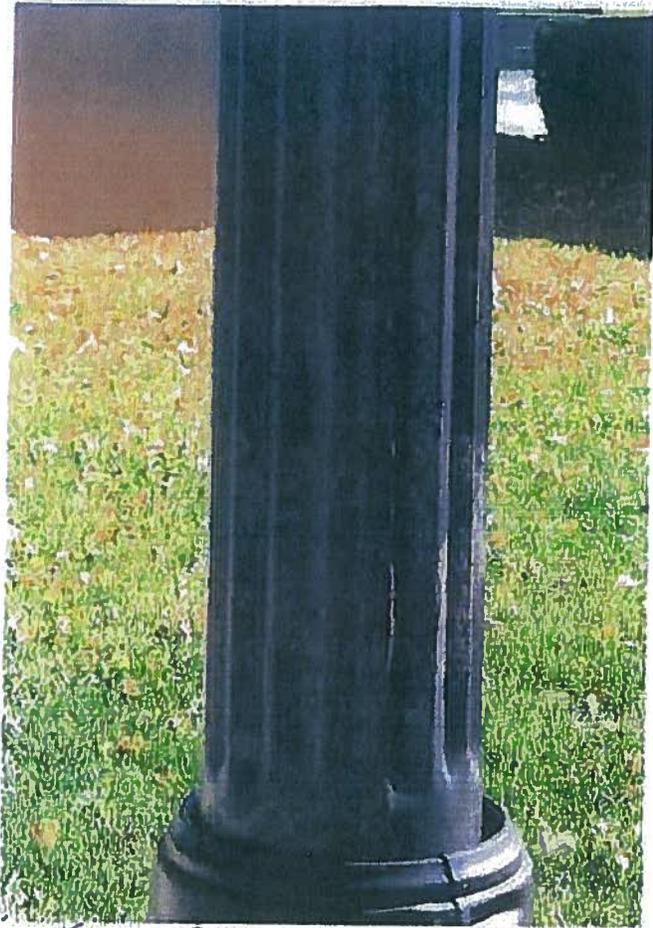
Attachments

Method and Vendor Spreadsheet

Pictures depicting existing street light pole conditions

Pictures depicting Method # 3 demo

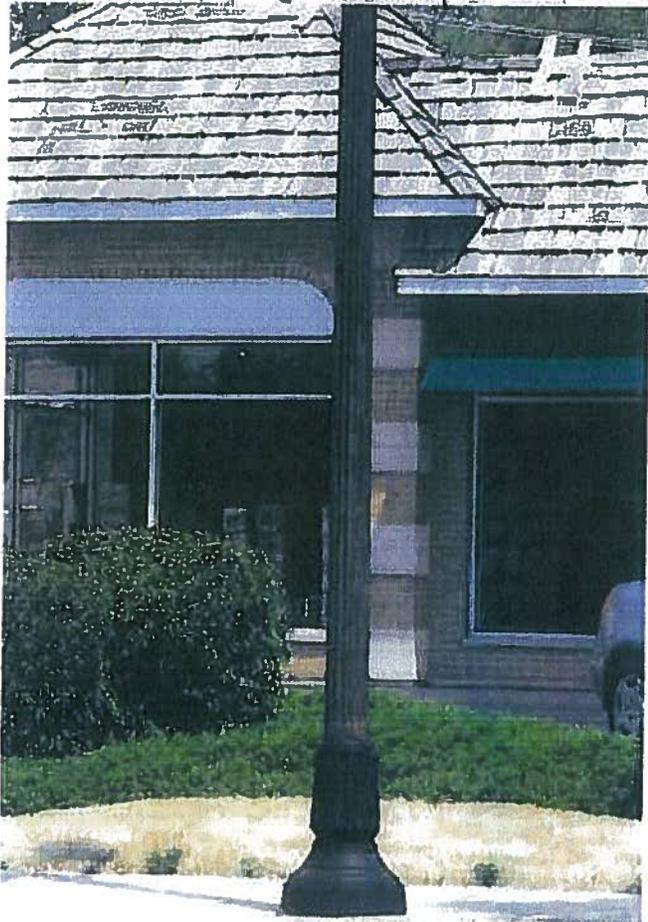
Roosevelt Street Light Exterior Maintenance	Method #1	Method #2	Method #3	Method #4
Contractor				
B. L. Downey/Lyons Pinner	\$234,000			
R&B Powder Coating/Lyons Pinner	\$288,000			
Alpha Paint Works Inc		\$143,000		
Giant Maintenance & Restoration		No Bid		
National Decorating Service			\$59,557	
Utility Dynamics				\$122,200



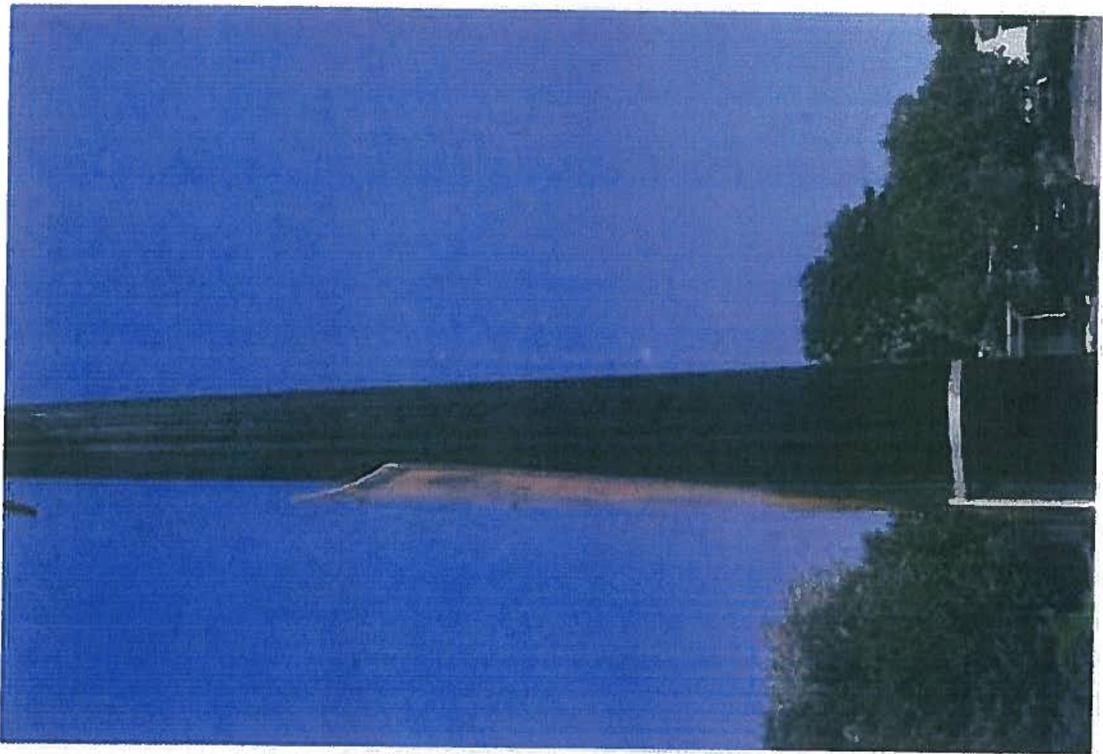
Front of pole - facing street



Back of pole



13' of pole (mast arm to ground)



Painted Demo

A-6H

MEMORANDUM

DATE: August 7, 2012
TO: Julius Hansen, Public Works Director
FROM: Robert Greenberg, Utilities Superintendent
RE: Approval to Pay FY 13 Annual Maintenance Fee for Cottage Avenue Tower
CC:



3/

Background

Cottage Avenue Water Tower, Glen Ellyn's 500,000 gallon spheroid elevated tank built in 1992, was repainted and rehabbed for the first time in 2009. On April 14, 2008 the Village Board approved the awarding of a contract in the amount of \$ 205,269 to Utility Services Company, Inc. of Perry, Georgia to sand blast, repair and paint Cottage Avenue Water Tower. The costs were spread over the three budget years of FY09, FY10, and FY11 in equal payments of \$68,423 each.

Beginning in the fourth year (FY12) and extending through the sixth year (FY14), the contract converts to an annual maintenance agreement in the amount of \$21,672. This year (FY 13) is the fifth year of the contract. Beginning with the seventh year of the contract and each third anniversary thereafter, the contract amount will be adjusted to reflect the current cost of services. The adjustment of the annual fee shall be limited to a maximum of 5% per annum.

In the FY13 Water Division Budget, line item Maintenance of Buildings & Grounds 50100-520970, footnote # 5, \$22,000 was allotted to fund the annual maintenance contract with Utility Services Company to clean, inspect and perform any needed maintenance on the Water Tower. This amount covers all maintenance and pre finances the next painting of the tower which is scheduled to be 9 to 14 years out. (Please see budget footnote attachment).

Action Requested

I request that the Village Board approve a purchase order in the amount of \$22,000 payable to Utility Services Company of Perry, Georgia to fund the payment of the annual maintenance agreement for Cottage Avenue Water Tower. This purchase order should be charged to Water Division Fund, Maintenance Building & Grounds 50100-520970.

Attachments

Section 9-11 of FY 13 Village Budget
Utilities services Maintenance Contract

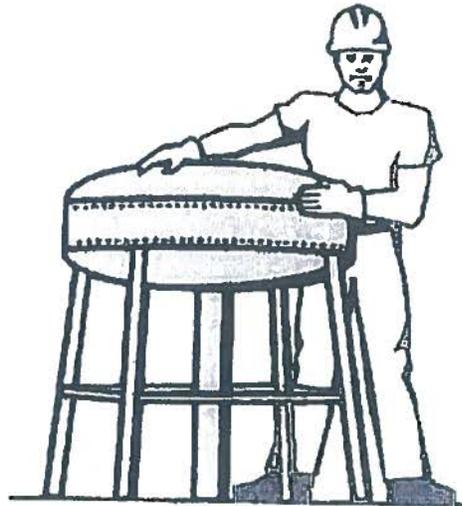
OPERATIONS DIVISION – WATER FUND
BUDGET FOOTNOTES

1. **Salaries - FT: (\$408,000)** Provides for one-half (50%) of the salaries of the Project Coordinator, Senior Plant Operator, Customer Service Worker, and Plant Operator. Also provides for a percentage (30%) of the fifteen members of our Operations Division that will be funded through the Operations – Water Fund budget.
2. **Salaries - PT: (\$39,200)** Provides for four part-time meter readers who read all 8,200 water meters in the Village each month and 30% of one part-time maintenance worker.
3. **Temporary Help: (\$20,600)** Provides for a percentage (30%) of ten summer seasonal (12 week) employees and two extended seasonal (25 week) employees that work for the Operations Division of Public Works. Seasonal employees work on all aspects of Operations including water distribution system maintenance activities.
4. **Bank Charges: (\$11,000)** Costs associated with the acceptance of credit cards as a form of payment at the Village Cashier's counter.
5. **Maintenance / Buildings & Grounds: (\$88,000)** Provides \$14,000 for annual landscape maintenance contract at the Cottage Avenue elevated tank site, Newton and Wilson Avenue pumping stations, and North and West Pressure Adjusting Stations. **\$22,000 to fund the Cottage Avenue maintenance contract.** \$15,000 to replace the roof at Newton Avenue Pumping Station. \$10,000 for pouring a concrete generator pad. \$5,000 to directional bore chemical feed line at Newton Avenue Pumping Station. \$20,000 to waterproof basement of Newton Pumping Station. Also provides \$2,000 for miscellaneous supplies and equipment to assure our water distribution facilities are maintained in a secure and proper working order.
6. **Maintenance / ROW: (\$59,000)** Provides for restoration of streets and parkways disturbed during water system repairs (concrete, asphalt, and landscaping material) including the water portion of the material hauling contract for spoil removal and stone delivery. As a result of excavations, Public Works hauls out approximately 1,200 cubic yards of spoil, and purchases 550 tons of gravel each year.
7. **Maintenance / Water Meters: (\$40,000)** Provides for water meters, copper horns, and radio reads for new residential and commercial accounts and miscellaneous repair parts as needed. Radio-read units are typically installed when anew meter is required. The cost associated with this upgrade is recovered in the meter fee portion of the building permit for the home or business.
8. **Maintenance / Hydrants: (\$47,000)** Provides \$22,000 to fund the purchase of parts and supplies to maintain and replace hydrants. Non-functioning hydrants are typically replaced instead of repaired because of obsolescence. On average, the Utilities Division replaces 8 hydrants per year (out of a total of some 1,230 hydrants) in addition to those replaced as

PROJECT # 119217

Utility Service co., inc.

Water Tank Maintenance Contract



**Owner: Village of Glen Ellyn
Glen Ellyn, Illinois**

Tank Size/Name: 500,000 Pedisphere – Cottage Avenue Tank

Location: 439 Cottage Avenue

Date Prepared: May 13, 2008



535 Courtney Hodges Blvd
P O Box 1350
Perry, Georgia 31069
tel: 478-987-0303 800-223-3695
fax: 478-987-2991
www.utiliyservice.com

WATER TANK MAINTENANCE CONTRACT

This Contract entered into by and between **Village of Glen Ellyn**, whose business address is **30 South Lambert Road, Glen Ellyn, Illinois 60137** (hereinafter, the "Owner") and **Utility Service Co., Inc.**, whose business address is **Post Office Box 1350, 535 Courtney Hodges Boulevard, Perry, Georgia 31069** (hereinafter, the "Company").

Therefore, in consideration of the mutual promises contained herein and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Owner and the Company, the parties agree as follows:

The Owner agrees to engage the Company to provide the professional service needed to maintain its **500,000** gallon water storage tank and tower located at **439 Cottage Avenue, Glen Ellyn, Illinois 60137** (hereinafter, the "Tank").

Article 1. Company's Responsibilities. The Company hereby agrees to perform the following services for the care and maintenance of the subject Tank:

A. Tank Maintenance Service.

1. The Company will annually inspect and service the Tank. The Tank and tower will be thoroughly inspected to ensure that the structure is in a sound, watertight condition.
2. Biennially, beginning with the first washout-inspection, the Tank will be completely drained and cleaned to remove all mud, silt, and other accumulations that might be harmful to the Tank or its contents. After cleaning is completed, the interior will be thoroughly inspected and disinfected prior to returning the Tank to service; however, the Owner is responsible for draining and filling the Tank and conducting any required testing of the water. A written report will be mailed to the Owner after each inspection.
3. The Company shall furnish engineering and inspection services needed to maintain and repair the Tank and tower during the term of this Contract. The repairs include: steel parts, expansion joints, water level indicators, sway rod adjustments, and manhole covers/gaskets.
4. The Company will clean and repaint the interior and/or exterior of the Tank at such time as complete repainting is needed. The need for interior painting is to be determined by the thickness of the existing liner and its protective condition. When interior repainting is needed, procedures as outlined in A.W.W.A.-D102 specifications for cleaning and coating of potable water Tanks will be followed. Only material approved for use in potable water Tanks will be used on any interior surface area. The need for exterior painting is to be determined by the appearance and protective condition of the existing paint. At the time the exterior requires repainting, the Company agrees to paint the Tank with the same color paint and to select a coating system which best suits the site conditions, environment, and general location of the Tank. When painting is needed, all products and procedures will be equal to, or exceed the requirements of **Illinois Environmental Protection Agency**, the **American Water Works Association**, and the **Society for Protective Coatings** as to surface preparation and coating materials.

5. The Company will purchase and install a lock on the roof hatch of the Tank.
6. The Company will provide emergency services, when needed, to perform all repairs covered under this Contract. Reasonable travel time must be allowed for the repair unit to reach the Tank site.
7. The Company will furnish pressure relief valves, if requested by the Owner, so that the Owner can install the valves in its water system while the Tank is being serviced.

B. Chemical Clean Service.

1. During every fourth year washout-inspection, the Company will apply an NSF 60 approved chemical cleaning agent to the interior walls and floor surfaces of the Tank to treat mineral build-up and bio-film that form on the interior tank surfaces.
2. The Company will fresh water rinse the interior walls and floor surfaces to remove the cleaning agent and to dilute residual concentrations. The Company will also ensure that the rinse water is disposed of in on-site drainage.
3. Thereafter, the Company will complete the washout-inspection as outlined in Article 1.A.2.

Article 2. Definition of Contract Year. A "Contract Year" shall be defined as each consecutive 12-month period following the first day of the month in which the Contract is executed by the Owner and each subsequent 12-month period thereafter during the time the Contract is in effect. For example, if a contract was signed by Owner on April 17, 2007, Contract Year 1 for that contract would be April 1, 2007 to March 31, 2008, and Contract Year 2 for that contract would be April 1, 2008 to March 31, 2009 and so on.

Article 3. Contract Price/Annual Fees. The Tank shall receive an interior and exterior renovation and repairs prior to the end of Contract Year 1. The first three (3) annual fees shall be \$68,423.00 per Contract Year. The annual fee for Contract Year 4 and each subsequent annual fee shall be \$21,672.00 per Contract Year; however, in Contract Year 7 and each third anniversary thereafter, the annual fee shall be adjusted to reflect the current cost of service. The adjustment of the annual fee shall be limited to a maximum of 5% per annum. All applicable taxes are the responsibility of the Owner and are in addition to the stated costs and fees in this Contract.

Article 4. Payment Terms. The annual fee for Contract Year 1, plus all applicable taxes, shall be due and payable upon completion of the interior renovation or exterior renovation, whichever occurs first. Each subsequent annual fee, plus all applicable taxes, shall be due and payable on the first day of each Contract Year; however, beginning in Contract Year 2, the annual fee can be paid either monthly, quarterly, semiannually, or annually. Owner shall circle the preferred billing frequency. If the Owner does not choose a preferred billing frequency, the Owner will be billed quarterly. (Note: Due to the length of time that it takes to perform the initial renovation project, it is possible that two (2) annual fees could fall within one budget year for the Owner). Furthermore, if the Owner elects to terminate this Contract prior to remitting the first three (3) annual fees, the unpaid balance of the first three (3) annual fees shall be due and payable within thirty (30) days of the termination.

Article 5. Structure of Tank. The Company is accepting this Tank under a program based upon its existing structure and components; however, the Owner hereby agrees that the Company's obligation to perform under this Contract is contingent upon the Owner performing or ensuring that the items on Schedule A, if any, are properly completed. Schedule A is attached hereto and incorporated herein by reference for all purposes. *Any modifications to the Tank, including, but not limited to antenna installations, shall be approved by Utility Service Co., Inc., prior to installation or modification and may warrant an increase in the annual fee.*

Article 6. Environmental, Health, Safety, or Labor Requirements.

A. Environmental, Health, Safety, or Labor Requirements. The Owner hereby agrees that future mandated environmental, health, safety, or labor requirements as well as changes in site conditions at the Tank site which cause an increase in the cost of Tank maintenance will be just cause for modification of this Contract. Said modification of this Contract will reasonably reflect the increased cost of the service with a newly negotiated annual fee.

B. Prevailing Wages. The work performed under this Contract is subject to prevailing wages, and the workers who are performing work under this Contract are to be paid no less than the prevailing hourly rate of wages as set by the appropriate authority. Any future work performed by workers under this Contract will be subject to the wage determination of the appropriate authority which is in effect when the work is performed. However, the Owner and the Company hereby agree that if the prevailing wage rates for any job or trade classification increases by more than 5% per annum from the effective date of this Contract to the date in which any future work is to be performed under this Contract, then the Company reserves the right to re-negotiate the annual fee(s) with the Owner. If the Company and the Owner cannot agree on re-negotiated annual fee(s), then: (1) the Company will not be obligated to perform the work and (2) the Company will not be obligated to return past annual fee(s) received by the Company.

Article 7. Excluded Items: This Contract does NOT include the cost for and/or liability on the part of the Company for: (1) containment of the tank at anytime during the term of the Contract; (2) disposal of any hazardous waste materials; (3) resolution of operational problems or structural damage due to cold weather; (4) repair of structural damage due to antenna installations or other attachments for which the tank was not originally designed; (5) resolution of operational problems or repair of structural damage or site damage caused by physical conditions below the surface of the ground; (6) negligent acts of Owner's employees, agents or contractors; (7) damages, whether foreseen or unforeseen, caused by the Owner's use of pressure relief valves; (8) repairs to the foundation of the tank; or (9) other conditions which are beyond the Owner's and Company's control, including, but not limited to: acts of God and acts of terrorism. Acts of terrorism include, but are not limited to, any damage to the tank or tank site which results from unauthorized entry of any kind to the tank site or tank.

Article 8. Termination. The Owner shall have the right to continue this Contract for an indefinite period of time providing Owner makes payment of each annual fee in accordance with the terms herein. This Contract is subject to termination by the Owner only if written notice of intent to terminate is received by the Company ninety (90) days prior to the first day of the upcoming Contract Year. Notice of Termination is to be delivered by registered mail to Utility Service Co., Inc., Attn: Customer Service, P.O. Box 1350, Perry, Georgia 31069, and signed by three (3) authorized voting officials of the Owner's management and/or Commissioners. Any termination is subject to the terms of Article 4 hereinbefore.

Article 9. Assignment. The Owner may not assign or otherwise transfer all or any of its interest under this Contract without the prior written consent of the Company. If the Company agrees to the assignment, the Owner shall remain responsible under this Contract, until its assignee assumes in full and in writing all of the obligations of the Owner under this Contract. The Company may not assign or otherwise transfer all or any interest under the Contract without the prior written consent of the Owner, except that the Company may assign the Contract to a wholly owned subsidiary or other complete successor in interest.

Article 10. Indemnification. THE COMPANY AGREES TO INDEMNIFY THE OWNER AND HOLD THE OWNER HARMLESS FROM ANY AND ALL CLAIMS, DEMANDS, ACTIONS, DAMAGES, LIABILITY, AND EXPENSE IN CONNECTION WITH LOSS OF LIFE, PERSONAL INJURY, AND/OR DAMAGE TO PROPERTY BY REASON OF ANY ACT, OMISSION, OR REPRESENTATION OF THE COMPANY OR ITS SUBCONTRACTORS, AGENTS, OR EMPLOYEES. IN TURN, THE OWNER AGREES TO INDEMNIFY THE COMPANY AND HOLD THE COMPANY HARMLESS FROM ANY AND ALL CLAIMS, DEMANDS, ACTIONS, DAMAGES, LIABILITY, AND EXPENSE IN CONNECTION WITH LOSS OF LIFE, PERSONAL INJURY, AND/OR DAMAGE TO PROPERTY BY REASON OF ANY ACT, OMISSION, OR REPRESENTATION OF THE OWNER OR ITS CONTRACTORS, AGENTS, OR EMPLOYEES. THE INDEMNIFICATION PROVIDED IN THIS PARAGRAPH DOES NOT AFFECT THE COMPANY'S LIMITATIONS OF LIABILITY SET FORTH IN OTHER PARAGRAPHS OF THIS CONTRACT.

Article 11. Insurance. The Company will provide the Owner with a current Certificate of Insurance evidencing its insurance coverage throughout the term of this Contract, and the Company will keep in force, during the term of this Contract, the insurance in types, amounts, and general quality of companies equal to or better than those shown in the Certificate of Insurance. The current Certificate of Insurance is attached hereto as Schedule B.

Article 12. Assignment of Receivables. The Company reserves the right to assign any outstanding receivables from this Contract to its Bank or other Lending Institutions as collateral for any loans or lines of credit.

Article 13. Miscellaneous Items. No modifications, amendments, or alterations of this Contract may be made except in writing signed by all the parties to this Contract. No failure or delay on the part of any party hereto in exercising any power or right hereunder shall operate as a waiver thereof. The parties expressly warrant that the individuals who sign below are authorized to bind them.

Article 14. Entire Agreement. This Agreement constitutes the entire agreement of the parties and supersedes all prior communications, understandings and agreements relating to the subject matter hereof, whether oral or written.

This Contract signed this 13 day of May, 2008.

OWNER:

Village of Glen Ellyn

By: Vicky Hase

Title: Village President

Print Name: Vicky Hase

Witness Andrew T. Smith

Seal:

COMPANY:

Utility Service Co., Inc.

By: Andrew T. Smith

Title: Pricing Director

Print Name: Andrew T. Smith

Witness Andrew T. Smith

Seal:

SCHEDULE A
Owner's Obligations

None

SCHEDULE B

Certificate of Insurance

See attached.

ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID PT
UTIL-01

DATE (MM/DD/YYYY)
12/31/07

PRODUCER
Senn Dunn Marsh & Roland, LLC
3625 N. Elm Street
P O Box 9375
Greensboro NC 27429-0375
Phone: 336-272-7161 Fax: 336-346-1397

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

Utility Service Co., Inc.
P. O. Box 1350
Perry, GA 31069

INSURERS AFFORDING COVERAGE		NAIC #
INSURER A	Travelers Prop & Cas of America	25666
INSURER B	Travelers Indemnity of America	
INSURER C	Cincinnati Insurance Co.	
INSURER D	A.I. Specialty Lines Ins. Co.	
INSURER E	St. Paul Surplus Lines	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR POLY U LTR INBRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab <input checked="" type="checkbox"/> X, C, U Included GEN L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	VTC2JCO280D0539TIL08	01/01/08	01/01/09	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 300,000 PERSONAL & ADV INJURY \$ 5,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	VTC2JCAP280D0527TIL08	01/01/08	01/01/09	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN LA ACC \$ AUTO ONLY: AGG \$
C	EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$	XS1146292	01/01/08	01/01/09	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	VTRHUB280D051508	01/01/08	01/01/09	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH ER EL EACH ACCIDENT \$ 1,000,000 EL DISEASE - EA EMPLOYEE \$ 1,000,000 EL DISEASE - POLICY LIMIT \$ 1,000,000
D	Pollution Liability	CPO2673319	01/01/08	01/01/09	\$10,000,000
E	Professional Liab	QC05500576	01/01/08	01/01/09	\$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

SAMPLE

FOR INFORMATION PURPOSES

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES

AUTHORIZED REPRESENTATIVE

Senn Dunn Marsh & Roland

IMPORTANT

If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

MEMORANDUM

A-6i

DATE: July 31, 2012
TO: Mark Franz, Village Manager *MF*
FROM: Julius Hansen, Director of Public Works
RE: Emergency Expenses incurred from July 1, 2012 Storm Event



Background.

In the aftermath of the July 1, 2012 storm the Village incurred expenditures to clean up tree debris generated from the emergency created from numerous trees being damaged from high winds reported to be 90 MPH. A large amount of tree debris was removed from streets to allow the streets to be opened. The work needed to be done quickly to allow emergency vehicles to respond to citizens needs, and to allow citizens to travel safely in the Village. During the emergency clean up the contractor removed 4,000 cubic yards of debris. The contractor then removed another 2,000 cubic yards during the normal monthly brush removal program for July. The public works department removed the remaining 5,000 cubic yards of brush to reduce expenditures.

Issues.

An administrative order states: "Emergency purchases shall be authorized if timing is critical. The Village Manager shall report to the Village Board regarding emergency purchases as soon as practicable." The expenses can now be reported since the majority of invoices have been received. The cost of the work will be charged to the Solid Waste Fund (54000-521085 Brush/ Branch Service). In addition, the cost of rental equipment was utilized equaling \$2,300.00. The cost of grinding the brush into mulch on site and removing all the debris from the Village equaled approximately \$7,500 (invoice pending). Tree removals equaled approximately another \$15,000 (invoice pending). These other costs equal about \$25,000.

The contractor Trees-R-Us has charged the Village as follows:

Invoice #13495 = \$25,897.50 for 2 crews & equipment to clear R.O.W. from 7/2 to 7/8/12.
Invoice #13496 = \$23,560.00 for brush removal of 620 cubic yards on 7/2/12.
Invoice #13497 = \$27,094.00 for brush removal of 713 cubic yards on 7/3/12.
Invoice #13498 = \$20,026.00 for brush removal of 527 cubic yards on 7/4/12.
Invoice #13499 = \$29,184.00 for brush removal of 768 cubic yards on 7/5/12.
Invoice #13500 = \$19,950.00 for brush removal of 525 cubic yards on 7/6/12.
Invoice #13501 = \$16,492.00 for brush removal of 434 cubic yards on 7/7/12.
Invoice #13502 = \$16,492.00 for brush removal of 434 cubic yards on 7/8/12.
Total = \$178,695.50 for emergency work and the removal of 4,021 cubic yards of brush.

Recommendation.

Authorize the payment of expenditures associated with the July 1, 2012 storm.

Action Requested.

Motion to authorize the payment of expenses associated with the July 1, 2012 storm in the amount of \$178,695.00 to Trees R Us and other expenses equaling \$25,000 all to be charged to the Solid Waste Fund (54000-521085 Brush/Branch Service). These expenses will require a budget amendment at year end.

Attachments.

None

MEMORANDUM

A-6j

TO: Julius Hansen, Public Works Director
FROM: Dave Buckley, Assistant Public Works Director
DATE: August 6, 2012
RE: Wooden Split Rail Fence Replacement in CBD

DB



7

Background

The Village currently maintains approximately 1,060 LF of wooden split rail fencing in the Central Business District. This fencing runs along the train station platform and both shelf parking lots on the north side of the tracks, south of the IPP between Main and Forest, and along the Forest Commuter Parking lot off of Duane St. Approximately 180 LF of this style fence was replaced last fall on the south side of the tracks along the pedestrian walkway just east of Main St. All of this fencing is the responsibility of the Village of Glen Ellyn.

Issues

All of the wooden split rail fencing is in need of replacement. It was determined by a representative group of concerned entities (Village of Glen Ellyn staff and board, Downtown Alliance, Chamber Appearance Committee) that rather than replace the fence in kind, the fencing should be consistent with metal fencing that Union Pacific used along the recently installed pedestrian diverters. This budgeted item has been deferred each of the last three budget years. This year, \$53,000 was set aside in the Capital Fund budget to replace this fence.

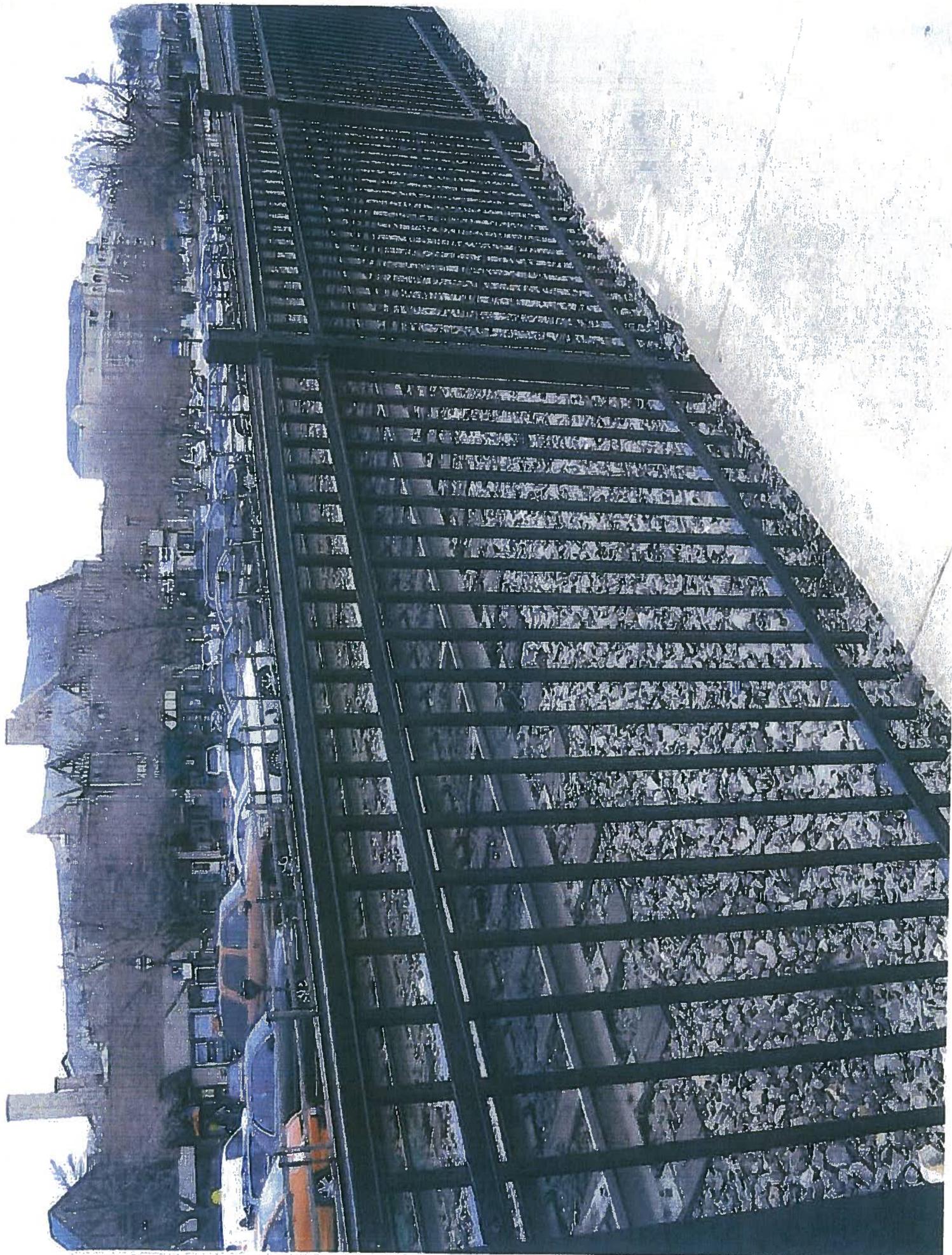
Recommendation

Public Works has received three quotes for the fencing work that includes the removal of all wooden fencing and the installation of the ornamental fence to match the existing metal fencing. All of the fencing along the railroad tracks will be done within UP specifications which limit machinery and work schedule. We are recommending the low bid of \$35,750 by Northern Illinois Fence, Inc in Cortland, IL. We have never used this company, but their references check out, so we are planning on replacing the fence in phases. The first phase will replace the entire fence south of the IPP (360 LF). If Northern Illinois Fence performs to acceptable quality and performance standards, we will utilize them to replace all of the split rail fencing north of the tracks. If they fail to meet standards, then Public Works will use the second place quote of \$54,580 by The Fence Store in Melrose Park, IL to complete the work. The Fence Store has done multiple fence projects for Public Works throughout the Village, including the 180LF of fencing recently replaced south of the tracks.

Action Requested

Approve the replacement of the split rail fence in the CBD in the not-to-exceed amount of \$53,000 as allotted in the FY12-13 Budget. This will be expensed to the Capital Fund 40000-580100 Non-Roadway Construction Projects line item.

Wooden Fencing Replacement in CBD	Quote
Contractor	
Norther Illinois Fence	\$35,750
The Fence Store	\$54,580
Midwest Fence Corp	\$79,890



A-6L

MEMORANDUM

TO: Mark Franz, Village Manager ✓
FROM: Martha Corner, Economic Development Planner
DATE: August 12, 2012
RE: 515 Crescent Boulevards- Run Today
Commercial Façade and Interior Improvement Grant Applications



Background

The Commercial Façade and Downtown Commercial Interior Improvement Programs were created to facilitate the private sector in making exterior and interior improvements that benefit the overall appearance, quality and vitality of the Village's commercial districts.

On June 7, 2012 Paul O'Neill, owner of Run Today located 515 Crescent Boulevard, applied for both a Façade and Interior Improvement Grant for renovations of the building located on the aforementioned property.

Façade Grant Issues

Façade Improvement Grants are available to all commercial properties in the Village. Eligible applicants include the owners of commercial buildings or commercial businesses.

The eligible façade improvement costs outlined/identified in Mr. O'Neill's application include:

- Custom industrial gooseneck lights (2) \$ 308.00
Electrical boxes, fixtures and conduit (2) \$ 1,035.00
Total: \$ 1,343.00

Eligible for 50% Matching Grant: \$ 671.50

These improvements will enhance the appearance of the building and improve the internal façade structure. Therefore, staff has no concerns with the Village Board awarding the requested grant.

Interior Grant Issues

Downtown Interior Improvement Grants are available to new and existing businesses that are located in the downtown commercial district. Existing businesses are eligible if they are increasing their retail sales area by enlarging the square footage of their space or by relocating to a larger space. The lease for the 476 Main location included an area of 1,800 square feet whereas the current location at 515 Crescent includes a leasable area of 2,594 square feet. Highlighted eligible improvement costs on the grant application include:

• Partitions, stain seal doors, paint frames	\$ 4,702.00
• Doors, frames and hardware	\$ 640.00
• Drywall – interior partition	\$ 2,050.00
• Flooring	<u>\$ 16,020.00</u>
Total:	\$ 23,412.00

Eligible for 50% Matching Grant: \$ 11,706.00

These improvements are consistent with the intent of the grant program and improvements help to create a more inviting space for patrons and therefore, staff has no concerns with the Village Board awarding the requested grant. Additionally, the petitioner has estimated that the project should increase sales resulting in approximately \$2,000 additional yearly sales tax revenue for the Village.

Action Requested

- 1) Façade: The Village Board may approve the request for a \$ 671.50 Commercial Façade Improvement Grant, approve a different grant amount, or choose to deny the request.
- 2) Interior: The Village Board may approve the request for an \$11,706.00 Commercial Interior Improvement Grant, approve a different grant amount, or choose to deny the request.

Attachments

- Location Map
- FY 12-13 Village Grant Programs Summary chart updated August 6, 2012
- Paul O'Neill Commercial Façade Improvement Grant Application
- Paul O'Neill Commercial Interior Improvement Grant Application

C: Paul O'Neill, 515 Crescent, Run Today Business Owner

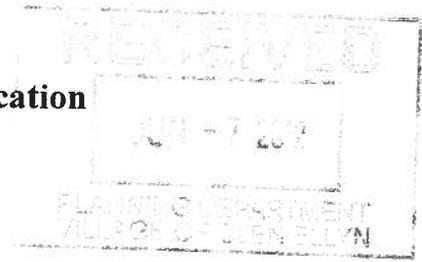
515 Crescent Boulevard



Prepared By: Planning and Development
Date: July 25, 2012



VILLAGE OF GLEN ELLYN
Commercial Façade Improvement Grant Application



REQUIRED SUBMITTALS WITH APPLICATION:

1. Current digital photos of all building facades visible from the public right of way which will receive improvements
2. A schematic drawing with enough detail to depict the proposed improvements
3. Signed vendor contract(s) with detailed costs for each proposed improvement (excluding ineligible portions of improvements, e.g. lettering on awnings)
4. Consent from the building owner for proposed improvements, by signature on the attached form
5. Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification
6. Projected sales tax* and/or property tax for the three years following the completion of the improvements covered by the grant.
7. A narrative as outlined below:
 - a. Description of proposed façade work including information about the proposed building materials and methodology for proposed changes.
 - b. Description of your business and the related industry.
 - c. Features and advantages of your product and how improvements sought will improve the business and/or Village.
 - d. Credentials and experience of business owner.
 - e. Any unusual or expected difficulties or hardships in making the proposed improvements.

**Please note that if you are awarded a grant, you must submit actual sales tax receipts for the three consecutive years following the completion of the improvements. The actual sales tax receipts from the State of Illinois of the prior calendar year shall be provided to the Village by February 15.*

BUSINESS OWNER INFORMATION

Business Owner Name: Paul O'Neill

Home Address: 1536 Ambleside Circle, Naperville, IL 60540

Business Name: Run Today

Business Address: 515 Crescent Blvd

Business Phone: 630-547-0080 Fax Number: 630-547-7104

Home Phone: 630-428-2604 Email Address: oneill.paul@run-today.com

Property Owner Name: Pamela Jane, LLC

If tenant, what is the expiration date of your current lease? May 31, 2025

If buyer under contract or tenant, who is the property owner?

Property Owner Address: 1305 Heatherton Drive, Naperville, IL 60563
 Property Owner Phone: _____
 Property Owner Fax: _____
 Property Owner E-mail: _____

DESCRIPTION OF PROPOSED IMPROVEMENTS

Installation of Goose Neck Lights above Sign to maintain the design theme of the building

ITEMIZED ACTIVITY DESCRIPTION

COST

Custom Industrial Gooseneck Lights, black finish (2)	\$308.00
--	----------

Installation of electrical

2 electrical boxes, fixtures and conduit, connected to existing window lighting	\$ 1,035.00
---	-------------

TOTAL PROJECT COST:

\$1,343.00

AMOUNT OF GRANT ASSISTANCE REQUESTED:

\$671.50

APPLICATION CERTIFICATION

I, the undersigned, certify that I have read the program description and requirements for the Village of Glen Ellyn Façade Improvement Grant Program. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that the improvements described in this application must receive all required permit approvals from the Village of Glen Ellyn prior to the commencement of construction.

Furthermore, I, the undersigned, my successors and assigns, hereby agree to save and hold harmless the Village of Glen Ellyn and any of its employees, officers and directors from all cost, injury and damage to any person or property whatsoever, any of which is caused by an activity, condition or event arising out of the performance, preparation for performance or nonperformance of any project improvement included in my grant application. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of an action, court costs, expenses of litigation and reasonable attorneys' fees. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the grant packet.

Paul D. O'Neill
Applicant Name (PRINT)

Paul D. O'Neill
Applicant Signature

6/6/2012
Date

CONSENT FROM PROPERTY OWNER (Required if different from Applicant)

Pamela Jane, LLC
Property Owner Name (PRINT)

BY: *Robert Berfus, attorney-in-fact*
Property Owner Signature

5/6/12
Date

*****Office Use Only*****

Application is: _____ Approved _____ Denied

Village President

Date

Planning and Development Director

Date

sign identity

415 Tolt Ave. Glen Ellyn IL 60137-6214
 630-942-1400 Fax: 630-942-8400
 www.signidentity.com

QUOTATION

Quote Number: Q1205030
 Quote Date: May 21, 2012
 Page: 1

Quoted To:
Run Today 515 Crescent Blvd. Glen Ellyn, IL 60137

Shipped To:
515 Crescent Blvd. Glen Ellyn, IL 60137

Customer ID	Contact	Good Thru	Payment Terms	Sales Rep
FJ0015	Run Today	6/20/12	C.O.D.	

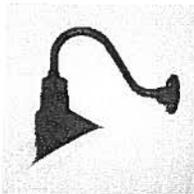
Quantity	Item	Description	Unit Price	Amount
1	Signs	Custom 36" x 72" aluminum sign panel with capped edge w/Run Today logo, installed above front entrance within the roof gable per layout	\$ 643.750	\$ 643.75
1	Permit	Village of Glen Ellyn sign permit for above sign	\$ 100.000	\$ 100.00
2	Signs	Custom Industrial Gosseneck Lights, black finish	\$ 154.000	\$ 308.00
1	Installation	Installation of electrical 2 electrical boxes, fixtures and conduit, connected to existing window lighting	\$ 1,035.000	\$ 1,035.00

A 50% deposit is required to start production. Credit card charges of \$30 or more, a 2% service fee will be added to the order. Production will begin after receipt of a signed proof and deposit. Customer will be allowed ten proof changes with original design, all changes beyond that are charged at \$75.00 per hour. Final payment is due upon receipt of invoice at delivery. If account becomes delinquent, customer will be responsible for all legal, court and collection fees, as well as with collection of all unpaid invoices. All designs, proofs and drawings are the property of Sign Identity, Inc. until paid for by client.

Subtotal	\$ 2,086.75
Sales Tax	
TOTAL	\$ 2,086.75

Approved & accepted:

Aluminum Panel Sign 36" x 72"
with digital print graphic



New goose neck lamps
installed over sign
panel.



Vinyl Run Today graphics applied to lower windows

sign
identity

415 Tall Ave. Glen Ellyn, IL 60137
630 842-1400 Fax 630 842 8400

Client: **Run Today**
515 Crescent Blvd.
Glen Ellyn, IL 60137
Date: **May 31, 2012**

I have reviewed the above specifications and understand the scope of
the work to be performed and approve this project to begin

Client Approval

Landlord Approval

_____ Date / /

_____ Date / /

This drawing is the property of Sign Identity, Inc. and has been made available to the client to illustrate design, materials and manufacturing detail. Any alterations, reproductions in whole or part, or distribution for bid are prohibited without written approval and consent of Sign Identity, Inc. Copyright 2012

6. Projected sales tax* and/or property tax for the three years following the completion of the improvements covered by the grant.

Last Three Years of Sales Tax:

Based on actual sales tax,
Projected sales tax is expected to be:

\$32,000 for 2012
\$35,000 for 2013
\$37,000 for 2014

Year	Month	Date	Amount
2009	June sales tax	07/21/2009	-9.00
	July sales tax	08/11/2009	-1,989.00
	Aug sales tax	09/11/2009	-2,987.00
	Sept sales tax	10/13/2009	-1,993.00
	Oct sales tax	11/19/2009	-1,578.00
	Nov sales tax	12/10/2009	-1,539.00
	Dec sales tax	01/18/2010	-1,919.00
	Jan sales tax	02/19/2010	-1,692.00
	Feb sales tax	03/19/2010	-1,500.00
	Mar sales tax	04/16/2010	-2,052.00
	Apr sales tax	05/09/2010	-2,239.00
	May sales tax	06/18/2010	-2,292.00
2010	June sales tax	07/20/2010	-2,541.00
	July sales tax	08/18/2010	-3,168.00
	Aug sales tax	09/07/2010	-2,660.00
	Sept sales tax	10/19/2010	-2,154.00
	Oct sales tax	11/18/2010	-1,831.00
	Nov sales tax	12/04/2010	-1,619.00
	Dec sales tax	01/19/2011	-2,217.00
	Jan sales tax	02/19/2011	-1,481.00
	Feb sales tax	03/21/2011	-1,813.00
	Mar sales tax	04/20/2011	-2,307.00
	Apr sales tax	05/20/2011	-2,515.00
	May sales tax	06/20/2011	-2,923.00
2011	June sales tax	07/20/2011	-3,155.00
	July sales tax	08/19/2011	-3,535.00
	Aug sales tax	09/19/2011	-3,195.00
	Sept sales tax	10/20/2011	-2,252.00
	Oct sales tax	11/20/2011	-1,990.00
	Nov sales tax	12/16/2011	-2,216.00
	Nov sales tax	12/31/2011	-140.73
	Dec sales tax	01/19/2012	-2,886.00
	Jan sales tax	02/19/2012	33.37
	Jan sales tax	02/19/2012	-1,889.37
	Feb sales tax	03/19/2012	33.55
	Feb sales tax	03/19/2012	-2,246.55
2012	Mar sales tax	04/19/2012	-3,661.05
	Mar sales tax	04/19/2012	64.05
	Apr sales tax	05/18/2012	10.78
	Apr sales tax	05/18/2012	-2,891.95
	Apr sales tax	05/18/2012	50.95
	Apr sales tax	05/18/2012	50.95

- a) Description of proposed façade work including information about the proposed building materials and methodology for proposed changes.

The signage will be a Custom 36" x 72" alumacor sign panel with capped edge w/Run Today logo, installed above front entrance within the roof gable. The grant request is for two goose neck lights to illuminate the sign during dusk and dark hours and maintain the building motif.

- b) Description of your business and the related industry

Running shoes, apparel and nutrition.

- c) Features and advantages of your product and how improvements sought will improve the business and/or benefit Village.

Key differentiating advantages include a gait analysis program as well as foot scanning to precisely fit runners to the appropriate shoes. Running performance can be optimized with the proper foot analysis and sourcing of the appropriate shoes. The scanning device accurately measures the user's foot impression as well as the pressure points and foot arch. Both the gait analysis and the foot scanner are devices which are only used in some higher end specialty shoe stores as well as with physical therapists. The village will benefit from the community room that will be utilized in the lower area of the location. Training classes, race packet pick ups and general meetings will bring full utilization of the location and build health awareness in Glen Ellyn.

- d) Credentials and experience of business owner.

The owner has been a downtown Glen Ellyn merchant for the past three years. Prior to this Paul was in sales management for over 17 years. Paul is also a member of the EDC and the Village Chamber of Commerce (VP of Retail). He plays the ideal role in uniting the community by participating in partnerships with the YMCA and the Glen Ellyn Runners club. Run Today and Paul are well recognized and active with the running and fitness community.

Lorena will maintain her current employment as a Director of Marketing with her company. The combination of both skillsets brings unique and proven capabilities in the retail of environment.

- e) List any unusual or unexpected difficulties faced in making the proposed improvements or completing the work.

There are no apparent difficulties with the proposed work. Lease has been signed for 515 Crescent Blvd. The buildout should take approximately two weeks. The transition to from 476 N. Main Street should be achieved within one business day. The proposed improvements should create more usable space than 476 N. Main Street. The major build is with the installation of the floor. There are no other structural challenges. Buildout costs are expected to be around \$30,000. The façade improvement is expected to be \$5,000. The goal is to build upon the three years of success and continue to promote a full service running location.

RECEIVED

JUN - 7 2012

PLANNING DEPARTMENT
VILLAGE OF GLEN ELLYN

**VILLAGE OF GLEN ELLYN
Downtown Interior Improvement Grant Program Application**

REQUIRED SUBMITTALS WITH APPLICATION:

1. Signed lease, committing to minimum of a 3-year lease term is required for all new and relocating businesses (if a lease has not yet been signed, disbursement of the approved funds will be contingent on the Village receiving a signed lease).
2. Signed vendor contract(s) with detailed costs for each proposed improvement.
3. Consent from the building owner for proposed improvements, by signature on the attached form.
4. Digital photos depicting the interior areas where proposed improvements will take place.
5. Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification
5. Projected sales tax* and/or property tax for the three years following the completion of the improvements covered by the grant.
6. A narrative or current Business Plan that addresses the following:
 - a) Description of your business and the related industry .
 - b) Features and advantages of your product and how improvements sought will improve the business and/or benefit Village.
 - c) List any unusual or unexpected difficulties faced in making the proposed improvements or completing the work.
 - d) Credentials and experience of business owner.
 - e) Market research and analysis including a definition of your current or anticipated customers and where they come from. May also include information on future customer markets as a result of interior improvements (i.e. will improvements attract new customers).
7. f) Describe or demonstrate why these improvements would not take place "but for" the grant program.

**Please note that if you are awarded a grant, you must submit actual sales tax receipts for the three consecutive years following the completion of the improvements. The actual sales tax receipts from the State of Illinois of the prior calendar year shall be provided to the Village by February 15.*

BUSINESS OWNER INFORMATION

Business Owner Name: Paul O'Neill
Home Address: 1536 Ambleside Circle, Naperville, IL 60540
Business Name: Run Today
Business Address: 515 Crescent Blvd, Glen Ellyn, IL 60137
Business Phone: 630-547-0080
Other Phone: 630-258-4234 (cell)
Email Address: oneill.paul@run-today.com

APPLICATION CERTIFICATION

I, the undersigned, certify that I have read the program description and requirements for the Village of Glen Ellyn Downtown Retail Grant Program. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that the improvements described in this application must receive all required permit approvals from the Village of Glen Ellyn prior to the commencement of construction. I further understand all eligible improvements assisted by the Retail Grant Program are permanent fixtures and will remain with the building.

Furthermore, I, the undersigned, my successors and assigns, hereby agree to save and hold harmless the Village of Glen Ellyn and any of its employees, officers and directors from all cost, injury and damage to any person or property whatsoever, any of which is caused by an activity, condition or event arising out of the performance, preparation for performance or nonperformance of any project improvement included in my grant application. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of an action, court costs, expenses of litigation and reasonable attorneys' fees. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the grant packet.

Paul D. O'Neill
Applicant Name (PRINT)

Paul D. O'Neill
Applicant Signature

June 5, 2012
Date

CONSENT FROM PROPERTY OWNER (Required if different from Applicant)

Pamela Jane, LLC
Property Owner Name (PRINT)

BY: *Robert Bendro attorney-in-fact*
Property Owner Signature

5/6/12
Date

*****Office Use Only*****

Application is: _____ Approved

_____ Denied

Village President

Date

Planning and Development Director

Date

Fax Number: 630-547-7104

Estimated Opening Date of Business: July 1, 2012

PROPERTY OWNER INFORMATION

Property Owner Name: Pamela Jane

Address: 1305 Heatherton Drive, Naperville, IL 60563

Phone: _____

Email Address: _____

Fax Number: _____

DESCRIPTION OF PROPOSED IMPROVEMENTS

Install laminate wood flooring on first floor and stairs. Add 32 foot (7' high) wall to display shoes.

Paint entire first floor and lower areas. Install shelving and racks to merchandise clothing and shoes.

ITEMIZED ACTIVITY DESCRIPTION

COST

Decorating	\$4,702.00
Partitions, Stain & Seal Doors, Paint/frames	
Doors, Frames & Hardware	
New interior doors, frames & hardware 2 EA	\$640.00
Add for locksets 2 EA	
Drywall	
Interior Partition / Patch existing partitions	\$2,050.00
Finish Flooring	
wood floor 2600 SF 4" vinyl base 350 LF	\$16,020.00
Rough Carpentry & Misc.	
Install wire grid rack and shelving	\$900.00
Protection & barriers/Final clean	
General Conditions	
Fee	\$1,686.72
Total for The Naleway Group	<u>\$843.36</u>
	\$26,083.08

Flooring from Home Depot \$2,664.59

TOTAL PROJECT COST:

AMOUNT OF GRANT ASSISTANCE REQUESTED: \$28,747.67
\$14,373.84

2. Signed vendor contract(s) with detailed costs for each proposed improvement.

**The
Naleway Group**

18W100 22nd Street Suite 125 Oakbrook Terrace, IL 60181 630-889-7170 Fax 630-424-8797

Client:	Run Today	Total Bid:	\$30,642.08
Tenant:	Run Today	Date:	05/14/12
Building:	Main Street, Glen Ellyn		
Suite #:	1st Floor		

Description	Quantity	
Acoustical Ceiling		
Ceiling grid repair	1 LS	
Ceiling tile replacement	1 LS	
Subtotal Acoustical Ceiling		\$390.00
Decorating		
Partitions	8844 SF	
Stain & Seal Doors	2 EA	
Paint frames	2 EA	
Subtotal Decorating		\$4,702.00
Demolition		
Dumpster for debris	1 EA	
Subtotal Demolition		\$490.00
Doors, Frames & Hardware		
New interior doors, frames & hardware	2 EA	
Add for locksets	2 EA	
Subtotal Doors, Frames & Hardware		\$640.00
Drywall		
Interior Partition	25 LF	
Patch existing partitions	1 LS	
Subtotal Drywall		\$2,050.00
Electrical		
Track lighting (4' w 3 lights)	25 EA	
Relocate existing 2'-4' lights	2 EA	
Dimmer switch	6 EA	
Recircuit existing lights	1 EA	
Subtotal Electrical		\$2,920.00

Finish Flooring

wood floor 2600 SF
4" vinyl base 350 LF

Subtotal Finish Flooring \$16,020.00

Rough Carpentry & Misc.

Install wire rack and shelving 1 LS
Protection & barriers 1 LS
Final clean 1 LS

Subtotal Rough Carpentry \$900.00

Sub total \$28,112.00

General Conditions \$1,686.72
Fee \$843.36

Total Lump Sum \$30,642.08

Exclusions:

Overtime

Existing code and handicapped violations - Inspection requests & additions

Window treatment

Low voltage cabling - supplied, installed or removed

Signage

Keying of Locks

Any work not specifically outlined in above proposal

The Naleway Group

18W100 22nd Street Suite 125
Oakbrook Terrace, IL 60181

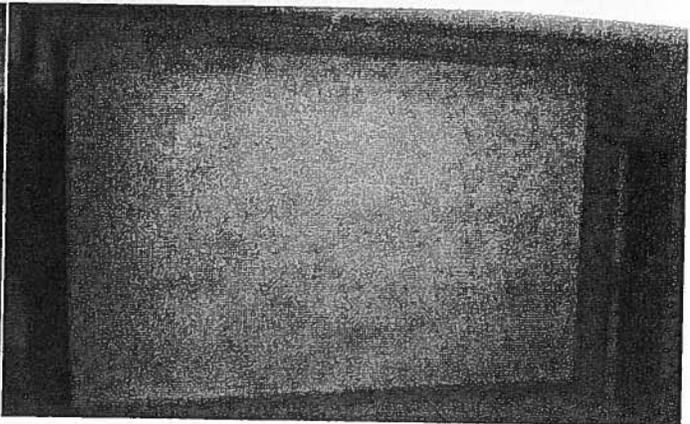
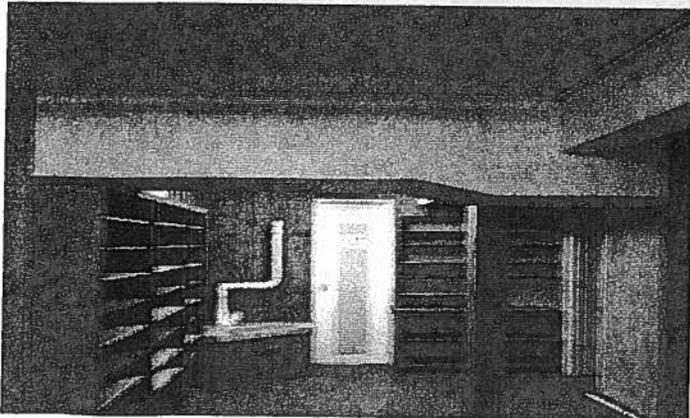
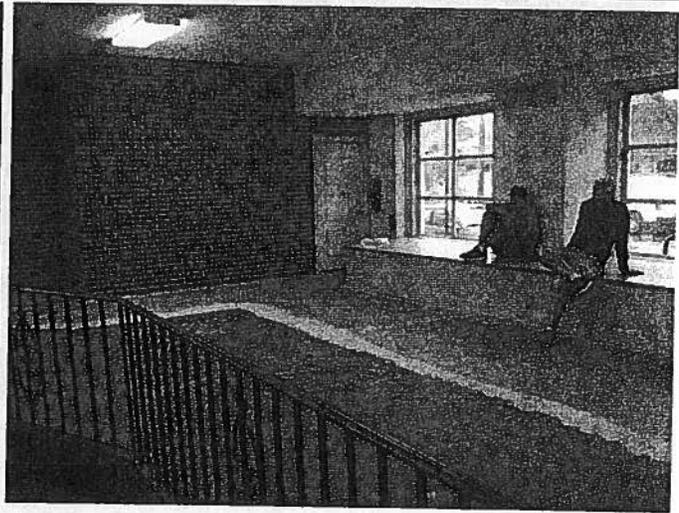
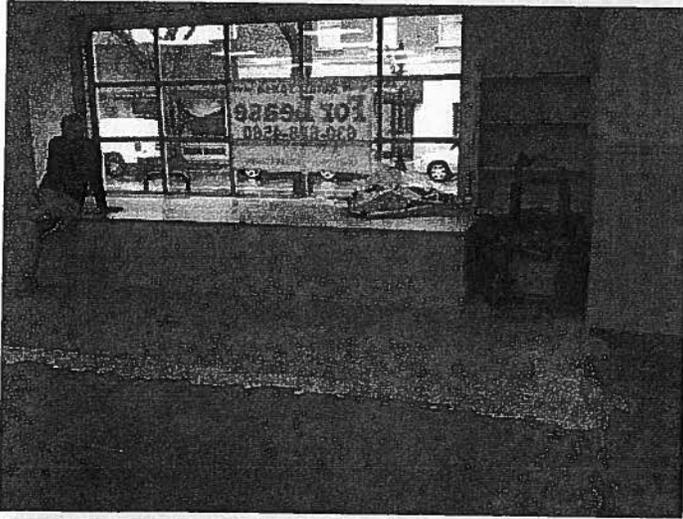
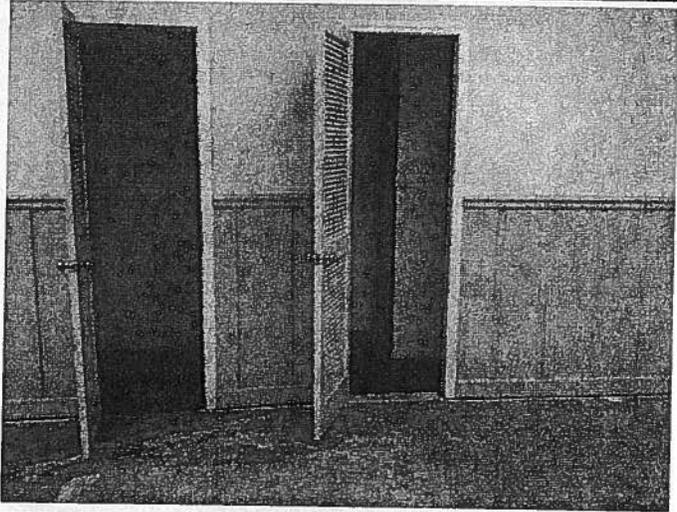
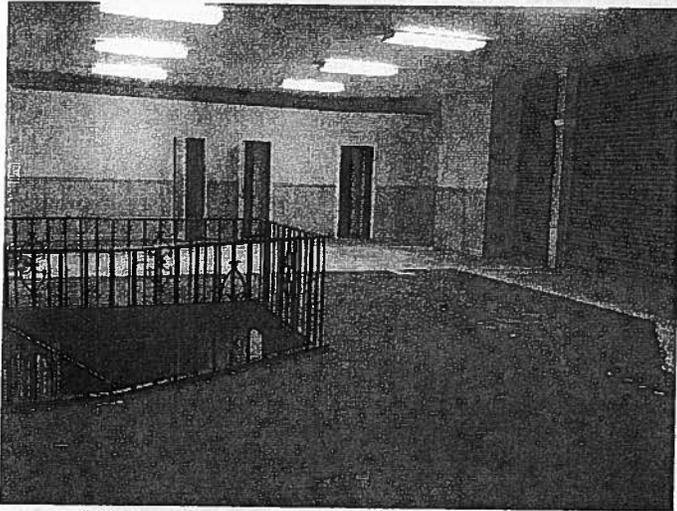
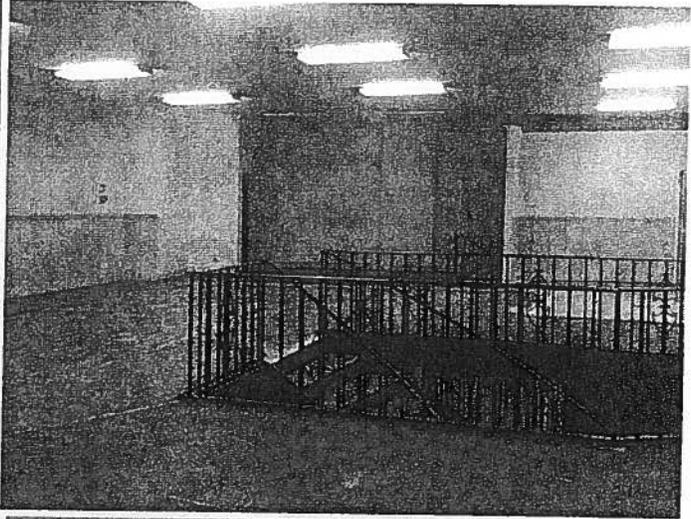
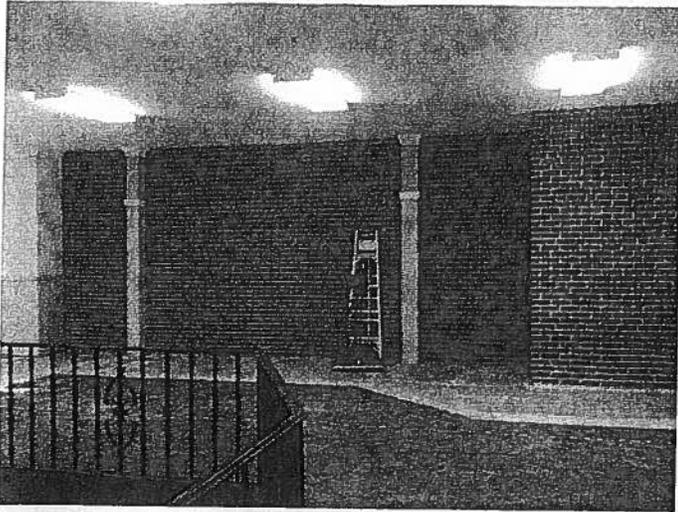
630-889-7170 Fax 630-424-8797

Client:	Run Today	Total Bid:	\$30,642.08
Tenant:	Run Today	Date:	05/14/12
Building:	Main Street, Glen Ellyn		
Suite #:	1st Floor		

Description	Total
Acoustical Ceilings	\$390.00
Decorating	\$4,702.00
Demolition	\$490.00
Doors, Frames, & Hardware	\$640.00
Drywall	\$2,050.00
Electrical	\$2,920.00
Finish Flooring	\$16,020.00
Rough Carpentry & Mics.	\$900.00
Contractor's Fee & General Conditions	\$2,530.08
Grand Total	\$30,642.08

** Relationships built on trust **

4. Digital photos depicting the interior areas where proposed improvements will take place.



6. Projected sales tax* and/or property tax for the three years following the completion of the improvements covered by the grant.

Last Three Years of Sales Tax:

Based on actual sales tax,
Projected sales tax is expected to be:

\$32,000 for 2012
\$35,000 for 2013
\$37,000 for 2014

Year	Month	Date	Amount
2009	June sales tax	07/21/2009	-9.00
	July sales tax	08/11/2009	-1,989.00
	Aug sales tax	09/11/2009	-2,987.00
	Sept sales tax	10/13/2009	-1,993.00
	Oct sales tax	11/19/2009	-1,578.00
	Nov sales tax	12/10/2009	-1,539.00
2010	Dec sales tax	01/18/2010	-1,919.00
	Jan sales tax	02/19/2010	-1,692.00
	Feb sales tax	03/19/2010	-1,500.00
	Mar sales tax	04/16/2010	-2,052.00
	Apr sales tax	05/09/2010	-2,239.00
	May sales tax	06/18/2010	-2,292.00
	June sales tax	07/20/2010	-2,541.00
	July sales tax	08/18/2010	-3,168.00
	Aug sales tax	09/07/2010	-2,660.00
	Sept sales tax	10/19/2010	-2,154.00
	Oct sales tax	11/18/2010	-1,831.00
	Nov sales tax	12/04/2010	-1,619.00
2011	Dec sales tax	01/19/2011	-2,217.00
	Jan sales tax	02/19/2011	-1,481.00
	Feb sales tax	03/21/2011	-1,813.00
	Mar sales tax	04/20/2011	-2,307.00
	Apr sales tax	05/20/2011	-2,515.00
	May sales tax	06/20/2011	-2,923.00
	June sales tax	07/20/2011	-3,155.00
	July sales tax	08/19/2011	-3,535.00
	Aug sales tax	09/19/2011	-3,195.00
	Sept sales tax	10/20/2011	-2,252.00
	Oct sales tax	11/20/2011	-1,990.00
	Nov sales tax	12/16/2011	-2,216.00
2012	Nov sales tax	12/31/2011	-140.73
	Dec sales tax	01/19/2012	-2,886.00
	Jan sales tax	02/19/2012	33.37
	Jan sales tax	02/19/2012	-1,889.37
	Feb sales tax	03/19/2012	33.55
	Feb sales tax	03/19/2012	-2,246.55
	Mar sales tax	04/19/2012	-3,661.05
	Mar sales tax	04/19/2012	64.05
	Apr sales tax	05/18/2012	10.78
	Apr sales tax	05/18/2012	-2,891.95
Apr sales tax	05/18/2012	50.95	

7. A narrative or current Business Plan that addresses the following:

- a) Description of your business and the related industry

Running shoes, apparel and nutrition.

- b) Features and advantages of your product and how improvements sought will improve the business and/or benefit Village.

Key differentiating advantages include a gait analysis program as well as foot scanning to precisely fit runners to the appropriate shoes. Running performance can be optimized with the proper foot analysis and sourcing of the appropriate shoes. The scanning device accurately measures the user's foot impression as well as the pressure points and foot arch. Both the gait analysis and the foot scanner are devices which are only used in some higher end specialty shoe stores as well as with physical therapists. The village will benefit from the community room that will be utilized in the lower area of the location. Training classes, race packet pick ups and general meetings will bring full utilization of the location and build health awareness in Glen Ellyn.

- c) List any unusual or unexpected difficulties faced in making the proposed improvements or completing the work.

There are no apparent difficulties with the proposed work. Lease has been signed for 515 Crescent Blvd. The buildout should take approximately two weeks. The transition to from 476 N. Main Street should be achieved within one business day. The proposed improvements should create more usable space than 476 N. Main Street. The major build is with the installation of the floor. There are no other structural challenges. Buildout costs are expected to be around \$30,000. The façade improvement is expected to be \$5,000. The goal is to build upon the three years of success and continue to promote a full service running location.

- d) Credentials and experience of business owner.

The owner has been a downtown Glen Ellyn merchant for the past three years. Prior to this Paul was in sales management for over 17 years. Paul is also a member of the EDC and the Village Chamber of Commerce (VP of Retail). He plays the ideal role in uniting the community by participating in partnerships with the YMCA and the Glen Ellyn Runners club. Run Today and Paul are well recognized and active with the running and fitness community.

Lorena will maintain her current employment as a Director of Marketing with her company. The combination of both skillsets brings unique and proven capabilities in the retail of environment.

e) Market research and analysis including a definition of your current or anticipated customers and where they come from. May also include information on future customer markets as a result of interior improvements (i.e. will improvements attract new customers).

Current customers include runners from a wide area. The Glen Ellyn runner club has over 300 members. The YMCA has over 7000 members. Run Today has also sponsored several local area races, most recently The Cosley Zoo run in Wheaton. A new and emerging market is to attract new customers with the community room which will be located in the lower area of 515 Crescent. This additional space will allow for more personal interaction with customers. The space can be utilized in a variety of fashions. Vendor promotion areas, training classes, race packet pick ups and general meeting use are proposed for this open area. The capacity to have 20 people meet with conference-like settings is also available. While the retail selling space for the 476 N. Main location was 2,600 square feet, 515 Crescent will add an additional 1,200 square feet with the lower level community room.

f) Describe or demonstrate why these improvements would not take place “but for” the grant program.

Run Today was fortunate to be one of the first retail locations to utilize the grant program. The business would never have reached the level of awareness and success without the support that was granted to us in 2009. While we have grown, we are ready to take the next step and further promote wellness and a strong community spirit in Glen Ellyn. The opportunity to build a community driven location can only be effectively achieved with a location more conducive to group interactions. The grant funds we seek are planned to have a reciprocal effect as our intention is to give back and build a stronger community.

MEMORANDUM

TO: Mark Franz, Village Manager

FROM: Staci Hulseberg, Director Planning & Development
 Joe Kvapil, Building and Zoning Official *[Handwritten Signature]*

DATE: August 6, 2012

RE: August 13, 2012 Village Board Meeting
 Zoning Variation Request -724 Meredith Place



Background

The property owners, Al and Dawn MacIsaac, are requesting approval of a variation from Glen Ellyn Zoning Code Section 10-4-8(E)1 to allow the construction of a one-story screened porch addition that will result in a lot coverage ratio of 21.5% in lieu of the maximum permitted lot coverage ratio of 20% on a property with a two-story home. The subject property is an interior lot located on the north side of Meredith Place in the R2 Residential District. Notice of the public hearing was published in the Daily Herald on June 28, 2012. The Zoning Board of Appeals conducted a public hearing on the requested variation on Tuesday, July 10, 2012. At the meeting, no persons spoke in favor of or in opposition to the variation request.

Issues

This addition will be constructed at the same size, height, and location as an existing patio with an open pergola roof. Although this addition will increase the lot coverage ratio, the only visible difference will be the screened walls and solid roof. The use of the space and the impervious area remains unchanged and the physical appearance of the home is not significantly altered. The ZBA members felt that the existing patio and pergola structure essentially established an existing nonconforming lot coverage area condition and the proposed screen wall and roof alterations do not increase the nonconformity.

Recommendation

The Zoning Board of Appeals voted on a motion to recommend approval of the variation request which carried with four (4) "yes" votes and one (1) "no" vote. In accordance with this recommendation, staff has prepared an ordinance to **approve** the requested variation.

Action Requested

It is requested that the Village Board consider the petitioners' request, the recommendation offered by the Zoning Board of Appeals, and any further evidence or testimony presented at the Village Board Meeting and grant, deny or amend the variation request.

Attachments

- Minutes of ZBA meeting dated July 10, 2012
- Photo of the Subject Property
- Location Map

- Ordinance
- Notice of Public Hearing
- List of Addresses
- Petitioners' Application packet

CC: Al and Dawn MacIsaac

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~~Code to allow the construction of an addition to an existing single-family residence at 400 Windsor Avenue that will be set back 14.2 feet from the corner side yard lot line in lieu of the minimum required setback of 16.5 feet from the corner side yard lot line. The recommendation for approval was based on compliance with the plans as submitted at this public hearing.~~

~~The motion carried with five (5) "yes" votes and zero (0) "no" votes as follows: ZBA Members Fasules, Fried, Kolar, SiligmueLLer and Chairman Garrity voted yes.~~

PUBLIC HEARING – 724 MEREDITH PLACE

A REQUEST FOR APPROVAL OF A VARIATION FROM THE GLEN ELLYN ZONING CODE, SECTION 10-4-8(E)1, TO ALLOW THE CONSTRUCTION OF A ONE-STORY SCREENED PORCH ADDITION THAT WILL RESULT IN A LOT COVERAGE RATIO OF 21.5% IN LIEU OF THE MAXIMUM PERMITTED LOT COVERAGE RATIO OF 20% ON A PROPERTY WITH A TWO-STORY HOME.

(Al and Dawn MacIsaac, owners)

Staff Report

Building and Zoning Official Joe Kvapil stated that the owners of the subject property at 724 Meredith Place are Al and Dawn MacIsaac, and he displayed elevations of the house that was constructed in February, 2004. He added that the petitioners were represented at this meeting by their architect, Steve Poteracki. He stated that the owners of the property are requesting a variation from Glen Ellyn Zoning Code Section 10-4-8(E)1 to allow the construction of a one-story screened porch addition that will result in a lot coverage ratio of 21.5% in lieu of the maximum permitted lot coverage ratio of 20% on a property with a two-story home.

Mr. Kvapil stated that the subject property is located in the R2 Zoning District and is defined as an interior lot on the north side of Meredith Place. The zoning and land use surrounding the subject property is single-family residential. Village records indicate that no zoning variations have been granted for this property and that permits were issued for a finished basement and water meter for the home that was constructed in 2004.

Mr. Kvapil displayed a site plan of the subject property which indicated the existing and proposed additions. He also indicated the location of a raised patio that exists at the northwest corner of the home with an overhead open trellis roof structure. Mr. Kvapil stated that there is a slight discrepancy between the documents approved for the previous building permit and the existing structure as a deck was originally proposed for this area. He stated that there is no impact to the site regarding the construction of a patio instead of a deck and added that no records regarding a patio were found. Mr. Kvapil stated that he does not feel this issue impacts the variation request in any way.

Mr. Kvapil stated that the petitioners plan to remove the existing trellis structure over the raised patio and construct an approximately 133 square foot one-story screened porch addition in exactly the same area. He added that the existing trellis structure roof and the

proposed screen porch roof will be similar in size, height and area, however, the trellis structure roof is 50% or more open and, therefore, does not contribute to the lot coverage area and did not increase the lot coverage ratio. He also stated that the proposed screened porch will have a conventional roof which will be counted in the lot coverage area and will increase the lot coverage ratio.

Petitioners' Presentation

Steve Poteracki, architect, Studio 1 Architects, 1105 Burlington Avenue, Western Springs, Illinois spoke on behalf of the subject project. Mr. Poteracki stated that the petitioners did not want to increase any impervious surface and preferred utilizing the existing concrete patio due to the slope of the lot. He added that they did not want to increase run-off on the site.

Responses to Questions from the ZBA

Mr. Kvapil clarified for ZBA Member Siligmuller that the covered patio was not included in the lot coverage ratio because the roof is 50 percent open. Mr. Kvapil also responded to ZBA Member Siligmuller that the subject project will not qualify for a stormwater review because it is less than 300 square feet, however, gutters and downspouts on the house will provide control over stormwater discharge. Mr. Kvapil responded to ZBA Member Kolar that the subject house was built at the maximum lot coverage ratio of 20 percent.

ZBA Member Siligmuller inquired as to the hardship related to the project, and Mr. Poteracki responded that they will be utilizing the existing space instead of constructing a gazebo or some such item with increased square footage. Regarding ZBA Member Kolar's concern regarding whether or not a hardship existed, Mr. Poteracki responded that that they are trying to use the space that currently exists. ZBA Member Kolar commented that he did not feel that a unique circumstance or particular hardship existed, and ZBA Member Fasules responded that the area is currently a concrete slab. Mr. Poteracki responded to ZBA Member Siligmuller that the homeowners have not spoken to any neighbors regarding the subject project, and ZBA Member Fried added that when she was at the subject home, she had spoken to the neighbor to the west who was in favor of the proposed project.

Mr. Kvapil responded to ZBA Member Fried that a gazebo would be included in the lot coverage ratio if it had a solid roof. Mr. Kvapil responded to ZBA Member Fasules that a roof added without any screens would be counted as lot coverage ratio. He also responded to ZBA Member Siligmuller that a porch counts as lot coverage ratio unless it is a front porch open on two or three sides.

Persons in Favor of or in Opposition to the Petition

No persons spoke in favor of or in opposition to the subject variation request.

Comments from the ZBA

ZBA Member Siligmuller stated that there really is no reason to grant a variation on the lot coverage ratio and that there was a lot coverage ratio violation when the home was constructed. He wasn't sure if this part of the house should have been allowed when the home was constructed and expressed a concern regarding whether or not the zoning code was enforced when the home was originally constructed as the house was maxed out at that time. He stated that two other variations had previously been granted and now they are requesting another variation for a nonconforming existing trellis patio. ZBA Member Fasules had no problem and stated that the variation being requested is the same as a foundation that is there. ZBA Member Fried agreed with ZBA Member Fasules. ZBA Member Kolar was not in favor of the variation request because the house was maxed out when built and believes no justification exists for unique circumstances or a hardship. He added that by constructing walls and a roof, the bulk increases.

Motion

ZBA Member Fasules moved, seconded by ZBA Member Fried, to approve the property owners' request for approval of a variation from Glen Ellyn Zoning Code Section 10-4-8(E)1 to allow the construction of a one-story screened porch addition at 724 Meredith Place that will result in a lot coverage ratio of 21.5% in lieu of the maximum permitted lot coverage ratio of 20% on a property with a two-story home according to the plan as submitted.

The motion carried with four (4) yes votes and one (1) no vote as follows: ZBA Members Fasules, Fried, Siligmuller and Chairman Garrity voted yes; ZBA Member Kolar voted no.

PUBLIC HEARING – 636 HARDING AVENUE

A REQUEST FOR APPROVAL OF A CONSTRUCTION NECESSITATED VARIATION FROM GLEN ELLYN ZONING CODE SECTION 10-4-8(E)1 TO ALLOW THE CONSTRUCTION OF A ONE-STORY SCREENED PORCH ADDITION THAT WILL RESULT IN A LOT COVERAGE RATIO OF 22.5% IN LIEU OF THE MAXIMUM PERMITTED LOT COVERAGE RATIO OF 20% ON A PROPERTY WITH A TWO-STORY HOME.

(Mark and Stephanie Wilson, owners)

Staff Report

Building and Zoning Official Joe Kvapil stated that Mark and Stephanie Wilson are the owners of the property at 636 Harding Avenue. Mr. Wilson displayed a photograph of the subject property and stated that the subject house was built in 1995. He stated that the property owners are requesting approval of a construction necessitated variation from Glen Ellyn Zoning Code Section 10-4-8(E)1 to allow the construction of a one-story screened porch addition that will result in a lot coverage ratio of 22.5% in lieu of the maximum permitted lot coverage ratio of 20% on a property with a two-story home. Mr.



Village of Glen Ellyn

Ordinance No. _____

**An Ordinance Approving a Variation from the
Lot Coverage Ratio Requirements of the
Zoning Code to allow a Screened Porch Addition for
Property at 724 Meredith Place
Glen Ellyn, IL 60137**

**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. _____

**An Ordinance Approving a Variation from the
Lot Coverage Ratio Requirements of the
Zoning Code to allow a Screened Porch Addition for
Property at 724 Meredith Place
Glen Ellyn, IL 60137**

Whereas, Al and Dawn MacIsaac, owners of the property at 724 Meredith Place, Glen Ellyn, Illinois, which is legally described as follows:

Lot 11 in Meredith's Addition to Glen Ellyn, being a Subdivision in Sections 2 and 11, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof recorded October 20, 1920, as document number 223493, in DuPage County, Illinois.

P.I.N.: 05-02-421-015

have petitioned the President and Board of Trustees of the Village of Glen Ellyn for a variation from the Glen Ellyn Zoning Code, Section 10-4-8(E)1, to allow the construction of a one-story screened porch addition that will result in a lot coverage ratio of 21.5% in lieu of the maximum permitted lot coverage ratio of 20%; and

Whereas, following due notice by publication in the Daily Herald not less than fifteen (15) nor more than thirty (30) days prior thereto, and by mailing notice to all property owners within 250 feet of the subject property at least ten (10) days prior thereto, and following the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Glen Ellyn Zoning Board of Appeals conducted a public hearing on July 10, 2012, at which the petitioners presented evidence, testimony, and exhibits in support of the variation request and no persons appeared in favor of the variation and no persons appeared in opposition thereto; and

Whereas, based upon the evidence, testimony, and exhibits presented at the public hearing on July 10, 2012, the Zoning Board of Appeals adopted findings of fact and voted on a motion to approve the Variation, which carried by a vote of four (4) “yes” and one (1) “no,” resulting in a recommendation for approval as set forth in its draft Minutes dated July 10, 2012, appended hereto as Exhibit "A"; and

Whereas, the President and Board of Trustees have reviewed the exhibits and evidence presented at the aforementioned public hearing and have considered the findings of fact and recommendations of the Zoning Board of Appeals; and

Whereas, the President and Board of Trustees make the following findings of fact:

- A. That the plight of the owner is due to unique circumstances since the structure to which the owners propose to alter already exists and the proposed alterations do not expand or increase the perceived degree of existing nonconforming conditions;
- B. That the variations, if granted, will not alter the essential character of the locality since the alteration will create a one-story screened porch which is a common residential accessory use on a residential property;
- C. That the conditions upon which the variation is based would not be applicable generally to other property within the same zoning district since the existing attached patio with a pergola roof is unique to this property;
- D. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property since the applicants intend to make these improvements for their own personal use and have no desire to sell the property or move to another home;

E. That the practical difficulty or particular hardship has not been created by any persons presently having an interest in the property since the existing conditions were created when the home, patio and pergola roof were approved and constructed in 2004 and the owners purchased the property in 2012;

F. That the variation will not be detrimental to the public comfort, morals, and welfare or injurious to other property or improvements in the neighborhood in which the property is located since it is a permitted use in the zoning district and will be constructed in accordance with applicable zoning code regulations;

G. That the variation will not substantially increase the hazard from fire or other dangers to said property and not otherwise impair the public health, safety, or general welfare of the inhabitants of the Village since it is a structure that will be constructed in accordance with all applicable building code regulations;

H. That the variation will not diminish or impair property values within the neighborhood since it is a typical residential use and structure in this residential zoning district;

I. That the variation will not result in an increase in public expenditures or create a nuisance since the development is a permitted single-family residential use in a residential zoning district;

J. That the variation is the minimum variation that will make possible the reasonable use of the land, building or structure since the proposed screened porch does not extend beyond the existing patio and pergola structure; and

Whereas, the President and Board of Trustees, based on the aforementioned findings of fact, find it appropriate to grant the variation presented to the Zoning Board of Appeals.

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: The Minutes of the July 10, 2012 Glen Ellyn Zoning Board of Appeals meeting, Exhibit "A" appended hereto, are hereby accepted, and the findings of fact and conclusions set forth in the preambles above are hereby adopted as the findings of fact and conclusions of the corporate authorities of the Village of Glen Ellyn.

Section Two: Based upon the above findings of fact, the President and Board of Trustees hereby approve a variation from the Glen Ellyn Zoning Code, Section 10-4-8(E)1, to allow the construction of a one-story screened porch addition that will result in a lot coverage ratio of 21.5% in lieu of the maximum permitted lot coverage ratio of 20% at 724 Meredith Place, Glen Ellyn, Illinois, which is legally described as follows:

Lot 11 in Meredith's Addition to Glen Ellyn, being a Subdivision in Sections 2 and 11, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof recorded October 20, 1920, as document number 223493, in DuPage County, Illinois.

P.I.N.: 05-02-421-015

Section Three: This grant of variation to construct a one-story screened porch addition is conditioned upon the construction being completed in substantial conformance with the plans and the Application for Variation received by the Planning & Development Department and signed on June 13, 2012 and the testimony and exhibits provided at the July 10, 2012 Zoning Board of Appeals public hearing.

Section Four: The Building and Zoning Official is hereby authorized and directed to issue building permits for the subject property, consistent with the variation granted herein, provided that all conditions set forth hereinabove have been met and that the proposed construction is in

compliance with all other applicable laws and ordinances. This grant of variation shall expire and become null and void twenty-four (24) months from the date of passage of this Ordinance unless a building permit to begin construction in reliance on this variation is applied for within said twenty-four (24) month time period and construction is continuously and vigorously pursued provided, however, the Village Board, by motion, may extend the period during which permit application, construction, and completion shall take place.

Section Five: The Village Clerk is hereby authorized and directed to cause a copy of this Ordinance approving the variation to be recorded with the DuPage County Recorder of Deeds.

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

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

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

Ayes:

Nays:

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois, this ____ day of _____, 20____.

Village President of the
Village of Glen Ellyn, Illinois

Attest:

Village Clerk of the
Village of Glen Ellyn, Illinois

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

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NOTICE OF PUBLIC HEARING

Al and Dawn MacIsaac, owners of the property at 724 Meredith Place, are requesting a public hearing for a variation in accordance with Section 10-10-12 of the Glen Ellyn Zoning Code. The owners would like to modify the existing home by constructing a one-story screened porch addition that will result in a lot coverage ratio of 21.5%. The Zoning Code does not allow the lot coverage ratio to exceed 20% on a property with a two-story home. The Glen Ellyn Zoning Board of Appeals will conduct a public hearing to consider this Variation on **Tuesday, July 10, 2012** at 7:30 p.m. on the third floor in the Civic Center, 535 Duane Street, Glen Ellyn, Illinois. Anyone is welcome to attend.

The property owners are requesting approval of a variation from the Glen Ellyn Zoning Code Section 10-4-8(E)1 as follows:

1. To allow the construction of a one-story screened porch addition that will result in a lot coverage ratio of 21.5% in lieu of the maximum permitted lot coverage ratio of 20% on a property with a two-story home.
2. Any other zoning relief necessary to construct the project as depicted on the plans presented or revised at the public hearing or at a public meeting of the Village Board.

The property is zoned R2, Residential District, and is legally described as follows:

Lot 11 in Meredith's Addition to Glen Ellyn, being a Subdivision in Sections 2 and 11, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat thereof recorded October 20, 1920, as document number 223493, in DuPage County, Illinois.

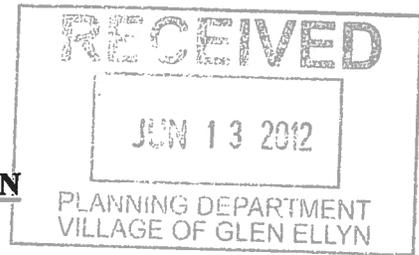
P.I.N.: 05-02-421-015

Plans related to the proposed project are available for public review in the Planning and Development Department, Civic Center, 535 Duane Street, Glen Ellyn, Illinois. If you have questions, please contact Joe Kvapil, Building & Zoning Official, at (630) 547-5244. For individuals with disabilities who have questions regarding the accessibility of the meeting or facilities, contact Harold Kolze, ADA Coordinator, at (630) 547-5209.

(Published in the Daily Herald on Thursday, June 28, 2012)

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



APPLICATION FOR VARIATION

For the property at 724 Meredith Place Glen Ellyn, IL 60137

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

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

I. APPLICANT INFORMATION:

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

Name: Steven K. Poterack

Address: 1105 Burlington Avenue, Western Springs

Phone No.: 708-783-1124

Fax No.: 708-746-0640

E-mail: Steve @ Studio 1 Architects

Ownership Interest in the Property in Question: None

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

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

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

AL & Dawn MacIsaac
724 Meredith Place Abu Elyan

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

Same as above

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

YES

NO

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

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

YES

NO

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

III. PROPERTY INFORMATION:

Common address: 724 Meredith Place

Permanent tax index number: 05-02-421-015

Legal description: See attached

Zoning classification: R-2

Lot size: 60 ft. x 151.25 ft. x 60.45 x 143.8 Area: 8848 sq. ft.

Present use: Single family Residential

IV. INFORMATION REGARDING THE VARIATION(S) REQUESTED:

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

We are seeking a variation to increase the lot coverage from the existing 19.85% to 21.5%. The use of the property will remain the same. The proposed area of work is to enclose an existing timber trellised raised concrete patio to create a screen porch. The section of the zoning code is chapter 4-10-4-8-E-1

Estimated date to begin construction: upon completion of variation process & permitting (ASAP)

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

Architect: Steven K. Poteracki - Studio 7 Architects

V. EVIDENCE RELATING TO ZONING CODE STANDARDS FOR A VARIATION:

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

A. Standards Applicable to All Variations Requested:

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

The topography of the site is extreme. The slope from back of property to driveway steps is approximately 13'-0". Add an additional structure could create water problems due to added impervious surface.

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

OR

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

The topography of the site is extreme in the rear yard where outdoor living occurs. Enclosing the concrete patio ~~into~~ utilizes the existing yard to its maximum without creating any extra impervious surface

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

The character will not be altered. The enclosed porch proposal will be no larger than the existing patio. The existing patio is already dedicated to outdoor living. The enclosed porch is essentially there already with the timber trellis & ~~covered~~ concrete patio & rails. The roof will be added over the timbers & the detailing will complement the

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

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

The existing property is topographically challenged & unique. The property falls from right to left about 10'-0" in 60'-0". By adding a roof to the existing patio's trellis - no new impervious surface will be added.

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

The impervious surface already exists as does
the structure for the screen porch.

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

There is no intention for the homeowners
to sell the property.

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

The raised concrete patio with timber trellis
had been approved by the village.
No new impervious surface is going to
be added.

5. Provide evidence that the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property in question is located

It will Not.

6. Provide evidence that the proposed variation will not:

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

It will not. The existing setbacks
will be maintained. The proposed screened porch
will be no closer to the neighbor than the existing home.

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

It will Not.

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

It will Not.

d. Diminish or impair property values within the neighborhood;

It will Not

e. Unduly increase traffic congestion in the public streets and highway;

It will Not

f. Create a nuisance; or

It will Not

g. Results in an increase in public expenditures.

It will Not

7. Provide evidence that the variation is the minimum variation that will make possible the reasonable use of the land, building or structure.

It is the minimum because we propose to take the existing impervious patio that is currently covered with a rubber trellis & adding a roof covering & screens. It is a modest sized one-story, the enclosure will not extend beyond the limits of the existing home.

8. Please add any comments which may assist the Zoning Board of Appeals of Appeals in reviewing this application.

The existing LCR = 1756.7¢ / Proposed LCR = 1891.5¢ the structure exists. The impervious surface exists & none will be added. The increase in LCR is 134.8¢ - the owners alternatively could permit for a shed/gazebo at the maximum allowed square footage with no variation & it would increase "LCR" & impervious surface, which could cause water issues.

VI. EVIDENCE RELATING TO FLOOD HAZARD VARIATION REQUESTS

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

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

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

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

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

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

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

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

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

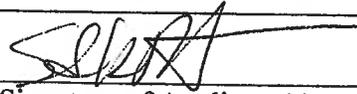
VII. CERTIFICATIONS, CONSENT AND SIGNATURE(S)

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

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

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

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



Signature of Applicant(s)

6/13/12
Date filed

P.I.N.: 05-02-421-015
 ORIGINAL D.C.S.P.N.: 03-17-0037
 UPDATED D.C.S.P.N.: 04-17-0027

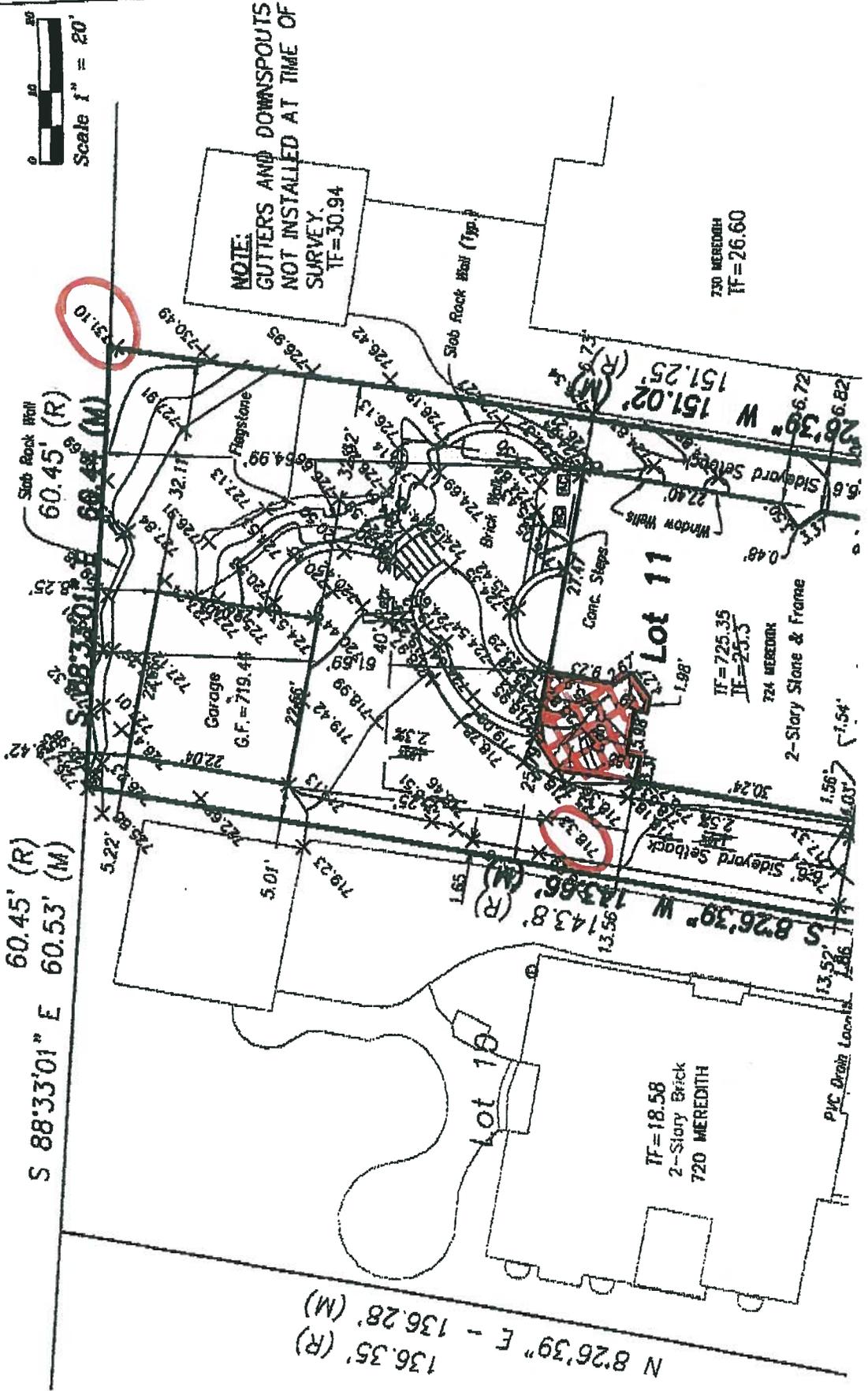
PLAT OF SURVEY W/ FINAL GRADES

OF

LOT 11 IN MEREDITH'S ADDITION TO GLEN ELLYN, BEING A SUBDIVISION IN SECTIONS 2 AND 11, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 20, 1920, AS DOCUMENT NUMBER 223493, IN DUPAGE COUNTY, ILLINOIS

COMMONLY KNOWN AS 724 MEREDITH ROAD

S 88°33'01" E 60.53' (M)
 60.45' (R)





THE MACISAAC RESIDENCE
 724 MEREDITH ROAD
 GLEN ELLYN, ILLINOIS

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REVISION	DATE

REVISION NO.	VALUATION REVIEW

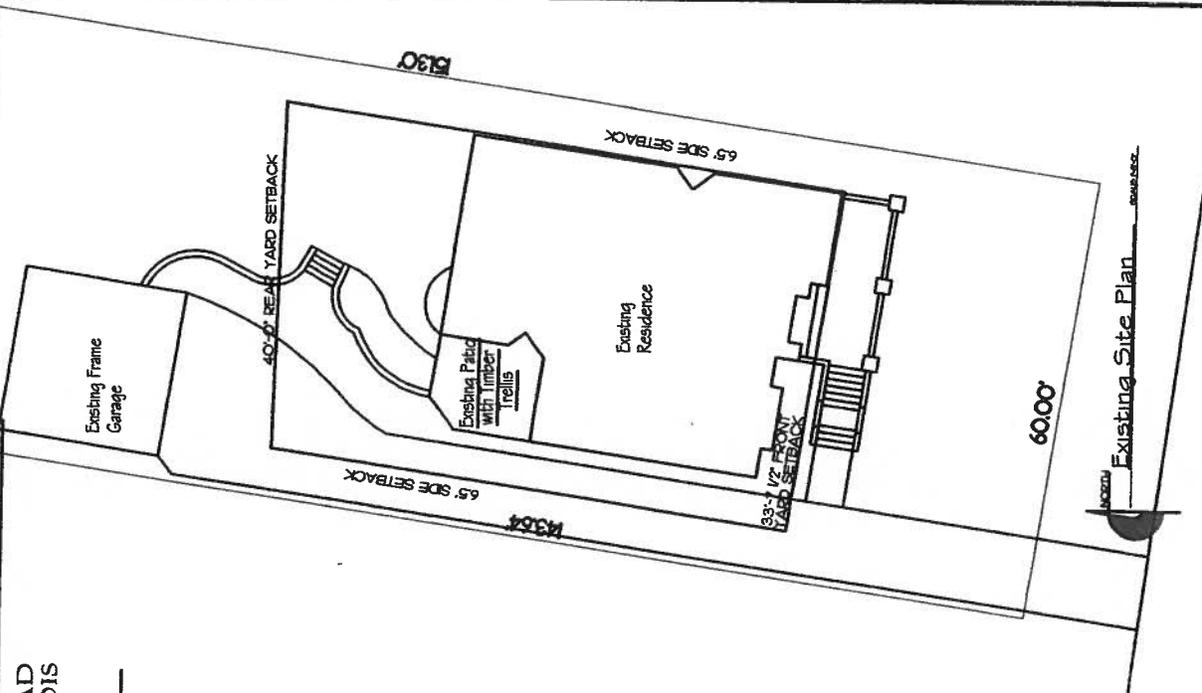
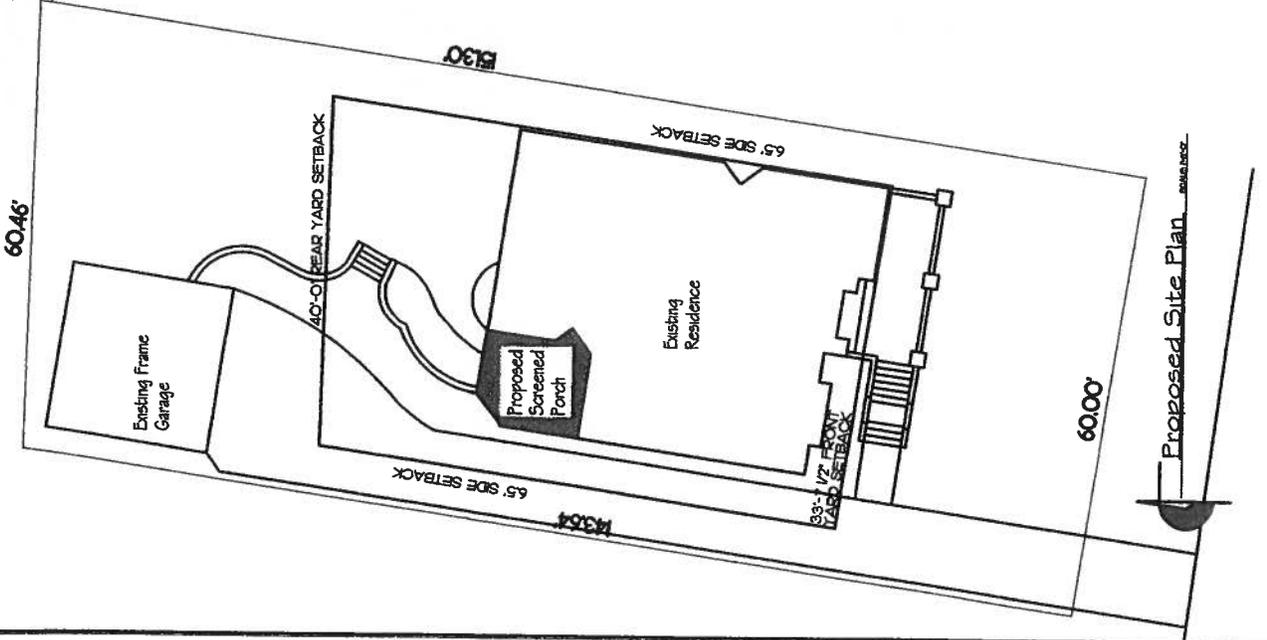
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 2 OF 2 SHEETS
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THE MACISAAC RESIDENCE

724 MEREDITH ROAD
 GLEN ELLYN, ILLINOIS

ZONING INFORMATION

ZONING:	R-2	
AREA OF SITE:	8,848 SQ. FT.	
BUILDING SETBACKS:	CODE	PROPOSED
FRONT YARD	33'-7 1/2'	NO CHANGE
REAR YARD	40'-0"	NO CHANGE
NORTH SIDE YARD	65'	NO CHANGE
SOUTH SIDE YARD	65'	NO CHANGE
LOT COVERAGE	1,749.6 SQ. FT. 20%	1,902.3 SQ. FT. 21%





**STUDIO 1
ARCHITECTS**
805 BURLINGTON AVENUE
WESTERN SPRING, ILLINOIS
P. 708.703.1514
F. 708.746.0060
W. WWW.STUDIO1A.COM

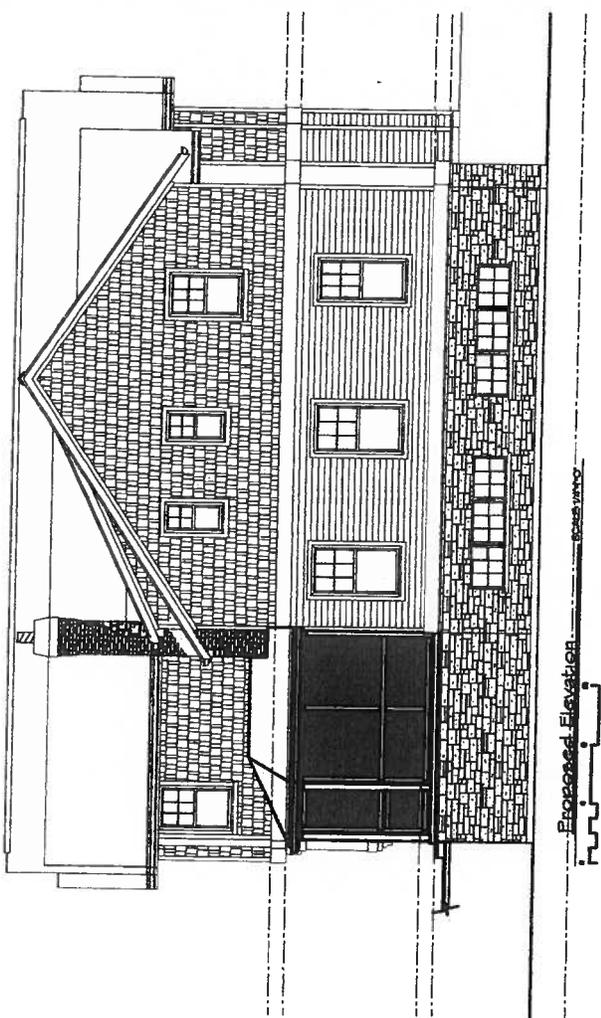
THE MACISAAC RESIDENCE
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GLEN ELLYN, ILLINOIS

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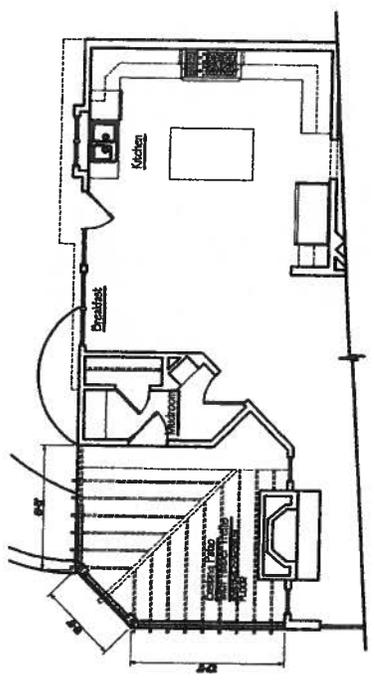
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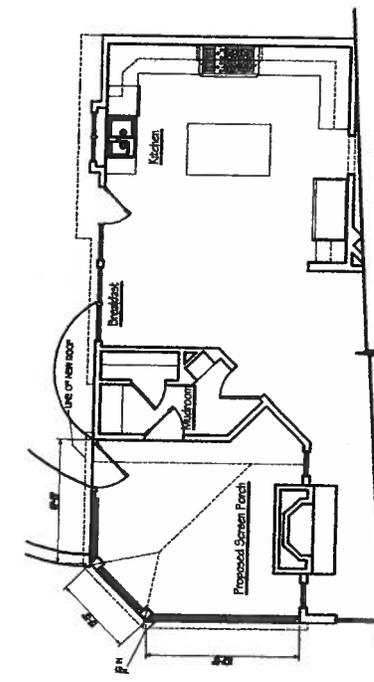
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Proposed Elevation



Existing Plan



Proposed Plan

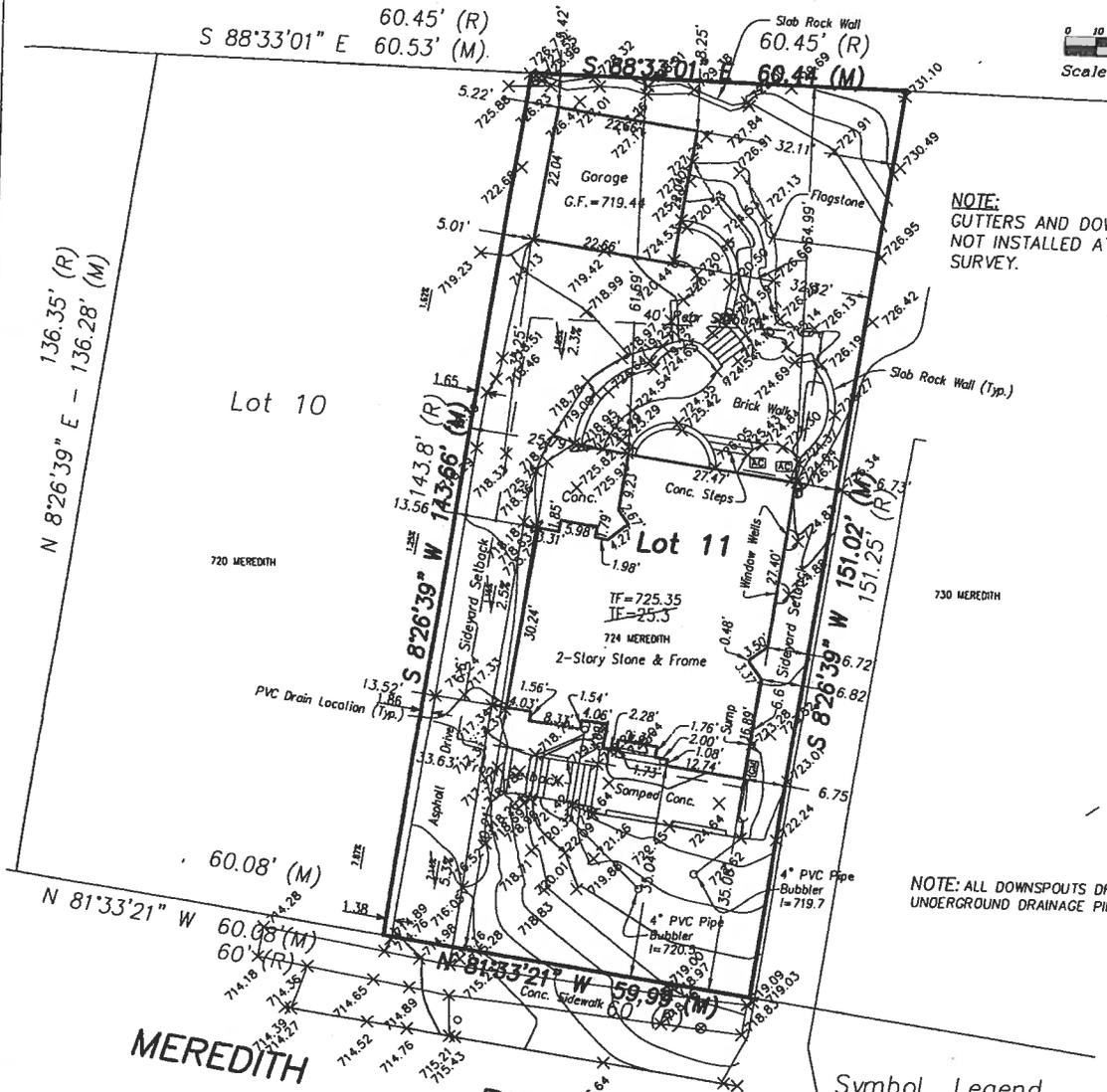
P.I.N.: 05-02-421-015
 ORIGINAL D.C.S.P.N.: 03-17-0037
 UPDATED D.C.S.P.N.: 04-17-0027

PLAT OF SURVEY W/ FINAL GRADES

OF

LOT 11 IN MEREDITH'S ADDITION TO GLEN ELLYN, BEING A SUBDIVISION IN SECTIONS 2 AND 11, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 20, 1920, AS DOCUMENT NUMBER 223493, IN DUPAGE COUNTY, ILLINOIS

COMMONLY KNOWN AS 724 MEREDITH ROAD



NOTE: GUTTERS AND DOWNSPOUTS NOT INSTALLED AT TIME OF SURVEY.

NOTE: ALL DOWNSPOUTS DRAIN INTO UNDERGROUND DRAINAGE PIPE.

Symbol Legend

- Bush Deciduous
- Bush Evergreen
- Concrete Monument
- ⊠ Electric Transformer
- ⊕ Fire Hydrant
- Fence Corner
- ⊠ Gas Meter
- Drainage Frame, Round
- Drainage Frame, Square
- Iron Rod Found
- ☆ Light Pole
- ⊗ Light Pole W/Mast Arm
- ⊠ Mail Box
- Power Pole
- ⊙ Storm Manhole
- ⊠ Telephone Pedestal
- ⊙ Water B-box
- Storm Line
- OHW — OHW — Overhead Wires
- Sanitary Line
- X — X — Fence Line
- W — W — Watermain Line

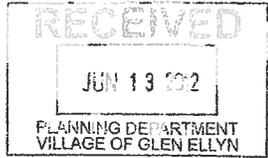
Reference Benchmark:
 Rim of sanitary manhole in pavement of Meredith Place south of Lot 11.
 Elevation - 715.42

Site Benchmarks

BM #1 - Railroad Spike in N. side of Power Pole on S. side of Meredith Place opposite Lot 11.
 Elevation - 717.16

BM #2 -- Top of orrow bolt on fire hydrant at the NW corner of Riford Avenue and Meredith Place.
 Elevation - 720.38

BM #3 -- Top of north bolt on fire hydrant at the western end of Meredith Place on the N. side of the road.
 Elevation - 713.46



This is to certify that to the best of my knowledge and belief the lot grading has been completed substantially in accordance with the approved grading plans, and that any deviation from those plans will not adversely affect the functioning of the drainage system.

Date: 19MAY06

Illinois Registered Professional Engineer: Signature And Seal

SURVEY NO.:	DI06
ORDER BY:	Ladexic & Scott
DESCRIPTION:	Final Plat
DATE PREPARED:	May 2, 2006
SCALE	1" = 20'
DRAWN BY:	PC

JACOB & HEFNER ASSOCIATES, P.C.
 ENGINEERS - SURVEYORS
 1901 S. Meyers Road, Suite 350
 Oakbrook Terrace, IL 60181
 (630) 942-9000 FAX (630) 942-1774
 ILLINOIS PROFESSIONAL DESIGN FIRM
 LICENSE NO. 184-003073 EXP. 4/30/07

H:\01\25\0126\15\Draw\Print\01 Final.dwg

MEMORANDUM

TO: Mark Franz, Village Manager

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

DATE: August 6, 2012

RE: August 13, 2012 Village Board Meeting
 Zoning Variation Request - 586 Lowden Avenue



Background

The property owners are requesting approval of the following variations from Glen Ellyn Zoning Code:

1. Section 10-4-8(D)1b to allow the construction of a one-story attached garage addition that will be set back 37 feet from the front yard lot line in lieu of the minimum required setback of 40.9 feet from the front yard lot line.
2. Section 10-4-8(D)3 to allow the construction of an attached one-story garage addition that will be set back 5 feet from the east side yard lot line and a two-story home addition that will be set back 5 feet from both side yard lot lines in lieu of the minimum required setback of 6.5 feet from the side yard lot lines.
3. Section 10-4-8(E)1 to allow the construction of a one-story attached garage addition and a two-story home addition that will result in a lot coverage ratio of 23.3% in lieu of the maximum permitted lot coverage ratio of 20%.

The subject property is an interior lot located on the north side of Lowden Avenue in the R2 Residential District. Notice of the public hearing was published in the Daily Herald on July 6, 2012. The Zoning Board of Appeals conducted a public hearing on the requested variations on Tuesday, July 24, 2012. At the meeting, no persons spoke in favor of or in opposition to the variation request.

Issues

This property is located in an older subdivision of modest size homes. Most of the lots have a nonconforming width of 50 feet (66 feet minimum) and a nonconforming area of 7,500 square feet (8,712 square feet minimum). The proposed additions to the house encroach into the side yard setbacks and exceed the maximum permitted lot coverage area. While design concept drawings are not a required submittal for a zoning variation, ZBA members expressed concern that no evidence was presented to show that the proposed significant additions would retain the character of the locality. They felt that no physical conditions on the property posed a practical difficulty or particular hardship upon the applicant. They also felt that the variances requested could be generally applicable to other similar properties which is contrary to established variation criteria.

At the ZBA meeting, the Chairman advised the applicant, Gary Schlosser, prior to the vote that it was unlikely the ZBA would vote to recommend approval of this variation request. The Chairman suggested the applicant reconsider and reduce the scope of the variation request and the meeting could be continued to a future date. Mr. Schlosser declined the suggestion and requested that the variation request proceed to a vote and future Village Board consideration. Mr. Schlosser also stated that a denial of this variation request was not the decision he hoped for but was necessary to decide his future plans and possible relocation to another home, hopefully in Glen Ellyn.

Recommendation

The Zoning Board of Appeals voted on a motion to deny approval of the variation request which carried unanimously with five (5) “yes” votes and zero (0) “no” votes. In accordance with this recommendation, staff has prepared an ordinance to **deny** the requested variation.

Action Requested

It is requested that the Village Board consider the petitioners' request, the recommendation offered by the Zoning Board of Appeals, and any further evidence or testimony presented at the Village Board Meeting and grant, deny or amend the variation request. Please note that a ZBA recommendation for denial requires a positive vote of at least 4 of the 6 board members to approve the variation request.

Attachments

- Minutes of ZBA meeting dated July 10, 2012
- Photo of the Subject Property
- Location Map
- Ordinance
- Notice of Public Hearing
- List of Addresses
- Petitioners' Application packet

CC: Gary and Christine Schlosser

PUBLIC HEARING – 586 LOWDEN AVENUE

A REQUEST FOR APPROVAL OF A VARIATION FROM GLEN ELLYN ZONING CODE SECTION 10-4-8(D)1b TO ALLOW THE CONSTRUCTION OF A ONE-STORY ATTACHED GARAGE ADDITION THAT DOES NOT MEET THE MINIMUM REQUIRED FRONT YARD SETBACK, A VARIATION FROM ZONING CODE SECTION 10-4-8(D)3 TO ALLOW THE CONSTRUCTION OF A ONE-STORY ATTACHED GARAGE ADDITION AND A TWO-STORY HOME ADDITION THAT DOES NOT MEET THE MINIMUM REQUIRED SIDE YARD SETBACKS, AND A VARIATION FROM ZONING CODE SECTION 10-4-8(E)1 TO ALLOW THE CONSTRUCTION OF A ONE-STORY ATTACHED GARAGE ADDITION AND A TWO-STORY HOME ADDITION THAT EXCEEDS THE MAXIMUM PERMITTED LOT COVERAGE RATIO.

(Gary and Christine Schlosser, owners)

Staff Report

Building and Zoning Official Joe Kvapil Joe began his presentation by distributing a site drawing and photos of the home at 566 Lowden Avenue. He stated that Gary and Christine Schlosser are the owners of the subject property and are requesting approval of three variations from the Glen Ellyn Zoning Code as follows: 1. Section 10-4-8(D)1b to allow the construction of an attached garage addition that will be set back 37 feet from the front yard lot line in lieu of the minimum required setback of 40.9 feet from the front yard lot line. (Mr. Kvapil stated that the “37” figure is a staff error and that the petitioner had requested a 36-foot setback). 2. Section 10-4-8(D)3 to allow the construction of an attached garage addition that will be set back 5 feet from the right side yard lot line, and a home addition that will be set back 5 feet from both side yard lot lines, in lieu of the minimum required setback of 6.5 feet from the side yard lot lines. 3. Section 10-4-8(E)1 to allow the construction of an attached garage addition and a home addition that will result in a lot coverage ratio of 23.3% in lieu of the maximum permitted lot coverage ratio of 20%.

The subject property is an interior lot located in the R2 Zoning District surrounded on all sides by single-family residential. Village records indicate that the subject home was built in 1967, a deck addition was built in 2007 and no zoning variations have been granted for this property. Mr. Kvapil displayed a plat of survey of the subject property. He added that the owners are proposing to construct a garage addition at the front of the home that covers 140 square feet and is set back 37 feet from the front yard lot line. The proposed garage addition is aligned with the existing home and will set back five (5) feet from the right side yard lot line. The minimum required setback is 6.5 feet; therefore, a variation is required. The garage addition is set back 37 feet from the front yard lot line and the required setback is 40.94 feet; therefore, a variation from the front yard setback is necessary. Mr. Kvapil stated that the owners also propose to construct a home addition on the rear of the house that will cover 560 square feet (14' x 40') that will be set back 5 feet from the right lot line and 5 feet from the left lot line. He added that the minimum side yard setback is 6.5 feet; therefore, a variation is required for the rear addition. Mr. Kvapil stated that the front addition will total 140 square feet and the rear home addition will total 560

square feet which increases the lot coverage ratio to 23.3% which exceeds the maximum permitted lot coverage ratio of 20%.

Due to the previously noted error, Mr. Kvapil stated that the variation process could continue at the applicant's request as originally published with a 37-foot setback or the public notice could be republished with a 36-foot setback and reconvene the meeting at a later date or recommend approval of a 36-foot setback with a consultation by the Village Attorney regarding allowing the minor deviation. Mr. Kvapil pointed out that the public notice allows zoning relief necessary to construct the project a depicted.

Petitioners' Presentation

Gary J. Schlosser, 586 Lowden Avenue, Glen Ellyn, Illinois stated that currently their home has a single-car garage that they would like to turn into a two-car garage. Mr. Schlosser stated that the critical components of the house (furnace, main water line, hot water heater) are within the garage setback and must be moved in order to add the second garage. He stated that he hoped the 36-foot setback will allow him to recess into the house just far enough to not have to remove the furnace, etc., and the original single-car will remain as is. He added that the existing house setbacks are currently different than they were originally. He also stated that the driveway would continue to be narrow after construction and the apron would not change as it is shared with the neighbors. He added that he would shape the driveway to fit into the garage.

Mr. Schlosser stated that he explained his project to his surrounding neighbors and letters in support of the project were included in the petitioner's packet.

Responses to Questions from the ZBA

Mr. Kvapil responded to ZBA Member Constantino that the proposed garage is planned to be one-story, two-car attached garage. Mr. Kvapil verified for ZBA Member Fried that the lot coverage ratio would be approximately 21% if the front portion of the garage was removed. Mr. Schlosser responded to ZBA Member Fried that the width of the driveway would be increased at the time of the construction. Mr. Kvapil responded to ZBA Member Fried that lot coverage ratio would not be impacted by the additional driveway. Mr. Schlosser explained for ZBA Member Fried that he plans to add another bedroom, a master bedroom and bath and expand the kitchen at the rear of the home. He explained how his designs have been negatively impacted by certain calculations related to the type of home he has. He also explained that his square footage is negatively impacted because the garage is attached and he loses 2% of his lot square footage ratio because his home is a raised ranch design. Mr. Kvapil responded to ZBA Member SiligmueLLer that a raised ranch is viewed as a 2-story home because of the elevation of the first floor per the Zoning Code regulations. Mr. Kvapil explained for ZBA Member SiligmueLLer that the interior building area and exterior wall are included in the lot coverage ratio. Mr. Kvapil agreed with ZBA Member Kolar that the subject area was formed as a Planned Unit Development.

Mr. Schlosser explained for Mr. SiligmueLLer that the house would not be aesthetically pleasing if the variations were not granted for the side of the house. He added that his house has a foot-and-a-half overhang which counts in the lot coverage ratio. He added that it would be easier and more cost effective to building straight up from 14 feet.

Persons in Favor of or in Opposition to the Petition

No persons spoke in favor of or against the requested petition.

Comments from the ZBA

The ZBA Members determined that the Building and Zoning Official would contact the Village Attorney regarding the setback error contained in the public hearing notice and staff report and verification regarding proceeding with this variation request. ZBA Member Fried expressed a concern that the proposed lot coverage ratio is too high for the subject lot. ZBA Member Constantino had a problem with the request for 23.3% lot coverage ratio without more specific detail. ZBA Member SiligmueLLer was concerned regarding setting a precedent as the nearby houses are similar with a 40-foot setback and a 36-foot setback is significant. He also stated he was uncomfortable with the variations. ZBA Member Fried was also uncomfortable with the proposed lot coverage ratio and stated she would prefer that he kept the garage as a single-story in the back. ZBA Member Loch stated she was uncomfortable with the building coming into 36 feet from the street and adding more asphalt to the yard. She stated that an addition could be constructed to the rear of the house rather than in front where it will look crowded. Acting Chairman Kolar was not in favor of voting for an increased lot coverage ratio at this property. It was determined that if the garage addition was removed from the plan, the lot coverage ratio would become 21.3%, and the ZBA members stated that would be supportive of that variation request.

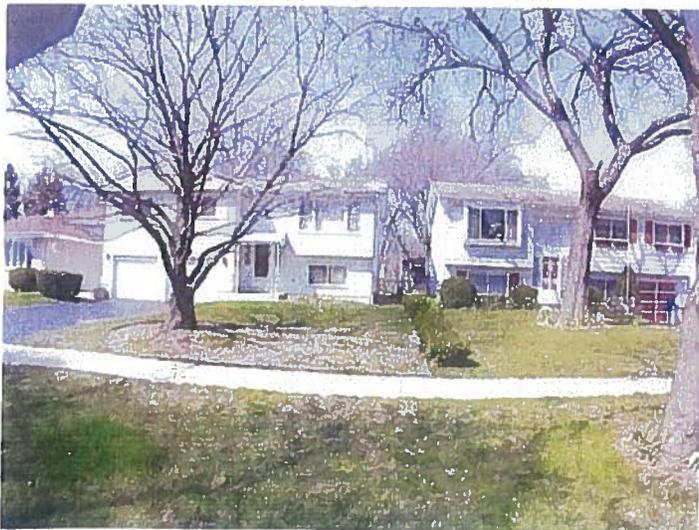
Motion

ZBA Member Constantino moved, seconded by ZBA Member Fried, to recommend denial of the request by Gary and Christine Schlosser of 586 Lowden Avenue for three variations from the Zoning Code as follows: 1. Section 10-4-8(D)1b to allow the construction of an attached garage addition that will be set back 36 feet from the front yard lot line in lieu of the minimum required setback of 40.9 feet from the front yard lot line. 2. Section 10-4-8(D)3 to allow the construction of an attached garage addition that will be set back 5 feet from the right side yard lot line, and a home addition that will be set back 5 feet from both side yard lot lines, in lieu of the minimum required setback of 6.5 feet from the side yard lot lines. 3. Section 10-4-8(E)1 to allow the construction of an attached garage addition and a home addition that will result in a lot coverage ratio of 23.3% in lieu of the maximum permitted lot coverage ratio of 20%.

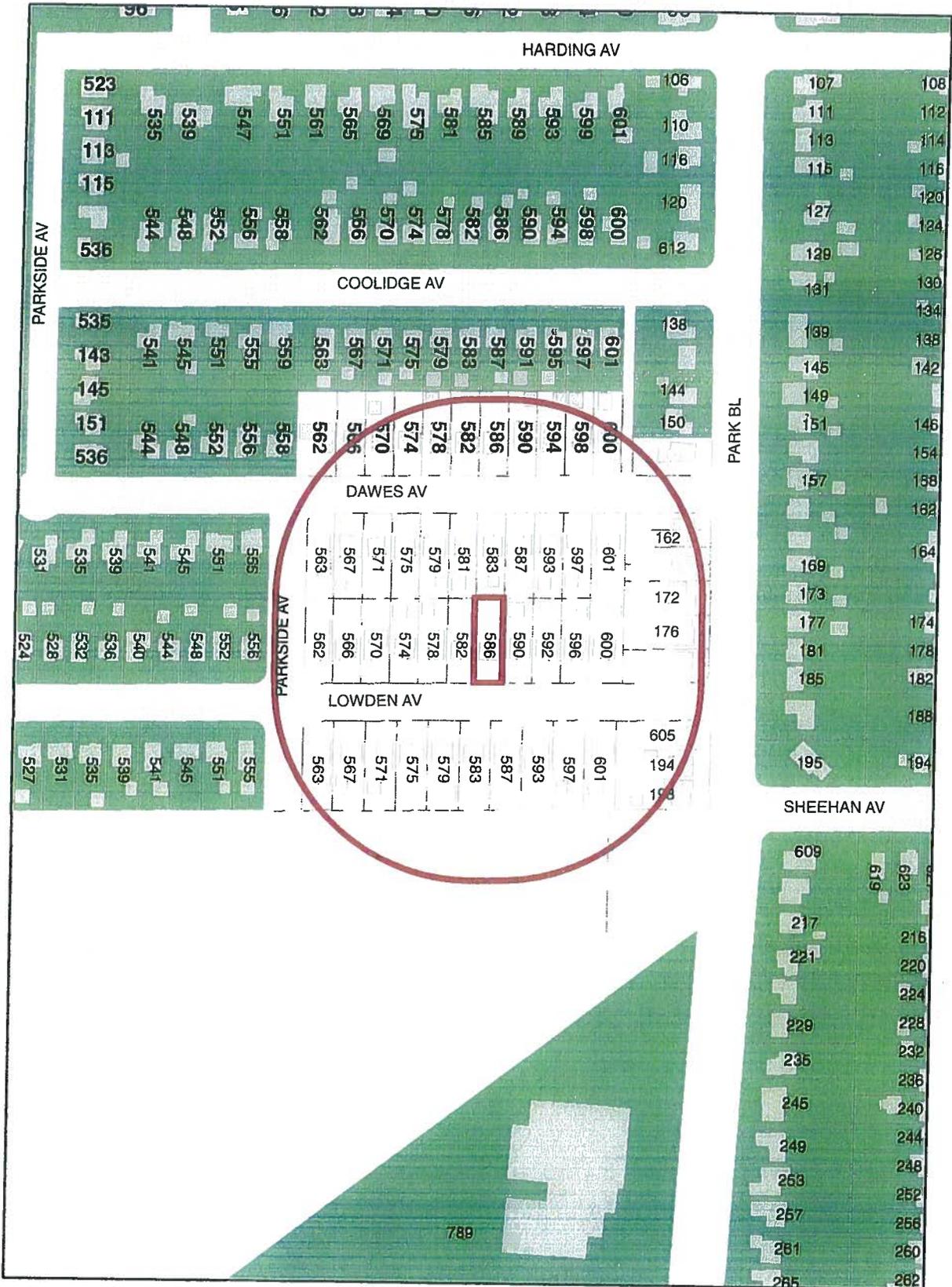
The motion to deny carried unanimously with five (5) "yes" votes as follows: ZBA Members Constantino, Fried, Loch, SiligmueLLer and Acting Chairman Kolar voted yes.



586 LOWDEN



586 Lowden Avenue



Prepared By: Planning and Development
 Date: May 29, 2012



Village of Glen Ellyn

Ordinance No. _____

**An Ordinance Denying Variations from the
Setback and Lot Coverage Ratio Requirements of the Zoning Code
to Allow Additions to the Existing Single Family Home
For Property at 586 Lowden Avenue
Glen Ellyn, IL 60137**

**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. _____

**An Ordinance Denying Variations from the
Setback and Lot Coverage Ratio Requirements of the Zoning Code
to Allow Additions to the Existing Single Family Home
For Property at 586 Lowden Avenue
Glen Ellyn, IL 60137**

Whereas, Gary and Christine Schlosser, owners of the property at 586 Lowden Avenue, Glen Ellyn, Illinois, which is legally described as follows:

Lot 28 in Block 8 in Glen Park Subdivision, being a re-subdivision in Glen Acres Subdivision, being a subdivision in Section 23, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat of said Glen Park Subdivision recorded March 3, 1926 as Document 208829, in DuPage County, Illinois.

P.I.N.: 05-23-123-018

have petitioned the President and Board of Trustees of the Village of Glen Ellyn for the following variations from the Glen Ellyn Zoning Code:

1. Section 10-4-8(D)1b to allow the construction of a one-story attached garage addition that will be set back 37 feet from the front yard lot line in lieu of the minimum required setback of 40.9 feet from the front yard lot line.
2. Section 10-4-8(D)3 to allow the construction of an attached one-story garage addition that will be set back 5 feet from the east side yard lot line and a two-story home addition that will be set back 5 feet from both side yard lot lines in lieu of the minimum required setback of 6.5 feet from the side yard lot lines.
3. Section 10-4-8(E)1 to allow the construction of a one-story attached garage addition and a two-story home addition that will result in a lot coverage ratio of 23.3% in lieu of the maximum permitted lot coverage ratio of 20%; and

Whereas, following due notice by publication in the Glen Ellyn News not less than fifteen (15) nor more than thirty (30) days prior thereto, and by mailing notice to all property owners within

250 feet of the subject property at least ten (10) days prior thereto, and following the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Glen Ellyn Zoning Board of Appeals conducted a public hearing on July 24, 2012, at which the petitioners presented evidence, testimony, and exhibits in support of the variation requests and no persons appeared in favor of the variations and no persons appeared in opposition thereto; and

Whereas, based upon the evidence, testimony, and exhibits presented at the public hearing on July 24, 2012, the Zoning Board of Appeals adopted findings of fact and voted on a motion to deny the Variations, which carried by a unanimous vote of five (5) “yes” and zero (0) “no,” resulting in a recommendation for denial as set forth in its draft Minutes dated July 24, 2012, appended hereto as Exhibit "A"; and

Whereas, the President and Board of Trustees have reviewed the exhibits and evidence presented at the aforementioned public hearing and have considered the findings of fact and recommendations of the Zoning Board of Appeals; and

Whereas, the President and Board of Trustees make the following findings of fact:

- A. That the plight of the owner is not due to unique circumstances and that the particular physical surroundings, shape or topographical conditions may be distinguished as an inconvenience but not a hardship;
- B. That the conditions upon which the variations are based are not unique because the conditions on the property are applicable generally to other properties within the same zoning district;

C. That the variations, if granted, will alter the essential character of the locality since the bulk of the structure will be significantly greater than that of the surrounding homes, and the distance to the street will be appreciable closer than that of the surrounding homes;

D. That the particular physical surroundings, shape or topographical condition of the specific property involved do not bring practical difficulty or particular hardship upon the owner as distinguished from a mere inconvenience, if the strict letter of the regulation were to be carried out since the property is a typical rectangular lot without any appreciable slope or obstructions;

E. That the variation will be detrimental to the public comfort, morals, and welfare or injurious to other properties since it will reduce visibility, light, air, and privacy of adjacent properties;

F. That the variation is not the minimum Variation that will make possible the reasonable use of the land, building or structure; and

Whereas, the President and Board of Trustees, based on the aforementioned findings of fact, find it appropriate to deny the variations presented to the Zoning Board of Appeals.

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: The draft minutes of the July 24, 2012 Glen Ellyn Zoning Board of Appeals meeting, Exhibit "A" appended hereto, are hereby accepted, and the findings of fact and conclusions set forth in the preambles above are hereby adopted as the findings of fact and conclusions of the corporate authorities of the Village of Glen Ellyn.

Section Two: Based upon the above findings of fact, the President and Board of Trustees hereby deny the following variations from the Glen Ellyn Zoning Code:

1. Section 10-4-8(D)1b to allow the construction of a one-story attached garage addition that will be set back 37 feet from the front yard lot line in lieu of the minimum required

- setback of 40.9 feet from the front yard lot line.
2. Section 10-4-8(D)3 to allow the construction of an attached one-story garage addition that will be set back 5 feet from the east side yard lot line and a two-story home addition that will be set back 5 feet from both side yard lot lines in lieu of the minimum required setback of 6.5 feet from the side yard lot lines.
 3. Section 10-4-8(E)1 to allow the construction of a one-story attached garage addition and a two-story home addition that will result in a lot coverage ratio of 23.3% in lieu of the maximum permitted lot coverage ratio of 20%.

to allow the construction of additions to the existing single family residence at 586 Lowden Avenue,

Glen Ellyn, Illinois, which is legally described as follows:

Lot 28 in Block 8 in Glen Park Subdivision, being a re-subdivision in Glen Acres Subdivision, being a subdivision in Section 23, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat of said Glen Park Subdivision recorded March 3, 1926 as Document 208829, in DuPage County, Illinois.

P.I.N.: 05-23-123-018

Section Three: The Village Clerk is hereby authorized and directed to cause a copy of this Ordinance denying the variations to be recorded with the DuPage County Recorder of Deeds.

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

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

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

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 _____).



NOTICE OF PUBLIC HEARING

Gary and Christine Schlosser, owners of the property at 586 Lowden Avenue, are requesting a public hearing for three variations in accordance with Section 10-10-12 of the Glen Ellyn Zoning Code. The owners would like to modify the existing home by constructing a one-story attached garage addition on the front of the existing home that will be set back 37 feet from the front yard lot line and set back 5 feet from the right side yard lot line, and a two-story addition on the rear of the existing home that will be set back 5 feet from both side yard lot lines that will result in a lot coverage ratio of 23.3%. The Zoning Code does not allow any part of the home to be closer than 40.9 feet to the front yard lot line or closer than 6.5 feet to the side yard lot lines or exceed a lot coverage ratio of 20%. The Glen Ellyn Zoning Board of Appeals will conduct a public hearing to consider this variation on **Tuesday, July 24, 2012** at 7:30 p.m. on the third floor in the Civic Center, 535 Duane Street, Glen Ellyn, Illinois. Anyone is welcome to attend.

The property owners are requesting approval of three variations from the Glen Ellyn Zoning Code as follows:

1. Section 10-4-8(D)1b to allow the construction of a one-story attached garage addition that will be set back 37 feet from the front yard lot line in lieu of the minimum required setback of 40.9 feet from the front yard lot line.
2. Section 10-4-8(D)3 to allow the construction of an attached one-story garage addition that will be set back 5 feet from the right side yard lot line and a two-story home addition that will be set back 5 feet from both side yard lot lines in lieu of the minimum required setback of 6.5 feet from the side yard lot lines.
3. Section 10-4-8(E)1 to allow the construction of a one-story attached garage addition and a two-story home addition that will result in a lot coverage ratio of 23.3% in lieu of the maximum permitted lot coverage ratio of 20%.
4. Any other zoning relief necessary to construct the project as depicted on the plans presented or revised at the public hearing or at a public meeting of the Village Board.

The property is zoned R2, Residential District, and is legally described as follows:

Lot 28 in Block 8 in Glen Park Subdivision, being a resubdivision in Glen Acres Subdivision, being a subdivision in Section 23, Township 39 North, Range 10, East of the Third Principal Meridian, according to the Plat of said Glen Park Subdivision recorded March 3, 1926 as Document 208829, in DuPage County, Illinois.

P.I.N.: 05-23-123-018

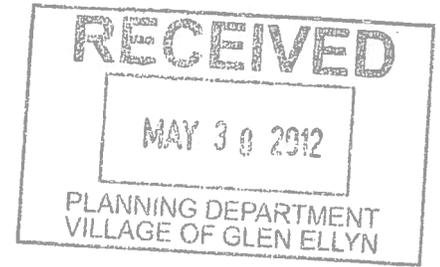
Plans related to the proposed project are available for public review in the Planning and Development Department, Civic Center, 535 Duane Street, Glen Ellyn, Illinois. If you have questions, please contact Joe Kvapil, Building & Zoning Official, at (630) 547-5244. For individuals with disabilities who have questions regarding the accessibility of the meeting or facilities, contact Harold Kolze, ADA Coordinator, at (630) 547-5209.

(Published in the Daily Herald on Friday, July 6, 2012)

X:\Plandev\BUILDING\ZBA\PUBLIC NOTICE\LOWDEN586-FRONT,SIDE,LCR rev.doc

CIVIC CENTER 535 DUANE STREET GLEN ELLYN, IL 60137 630.469.5000 FAX 630.469.8849

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



APPLICATION FOR VARIATION

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

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

I. APPLICANT INFORMATION:

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

Name: _____ Jay Schlosser _____

Address: _____ 586 Lowden Ave _____

Phone No.: _____ 630-942-8223 _____

Fax No.: _____

E-mail: _____ schlossjc@ameritech.net _____

Ownership Interest in the Property in Question:

_____ owner _____

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

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

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

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

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

NO

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

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

NO

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

III. PROPERTY INFORMATION:

Common address: _____ 586 Lowden Ave _____
Permanent tax index number: _____ 0523123018 _____

Legal description: _____ Cty LD Line1: GLEN PARK SUB _____
_____ NBHD. Code _____ 063 23 E of V.Links _____

Zoning classification: _____ R2 Residential District _____

Lot size: _____ 50 _____ ft. x _____ 150 _____ ft. Area: _____ 7500 _____ sq. ft.

Present use: _____ single family residential _____

IV. INFORMATION REGARDING THE VARIATION(S) REQUESTED:

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

1. Front line setback BC 10-4-8(D)1b. Variation for 36ft setback.
This setback is less that the home at address at 590, which has a setback at 40ft to roof line and 46ft to dwelling.
2. Side yard setback BC 10-4-8(D)3. Variation for a 5ft side yard setback both yard sides.
That is less than the minimum 6.5ft side yard setback.
3. Square footage variation BC 10-4-8(E)1. Variation is for a lot coverage ratio of 22%.
That exceeds the maximum permitted lot coverage ratio of 20%.

Estimated date to begin construction: _____ TBD _____

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

TBD _____

V. EVIDENCE RELATING TO ZONING CODE STANDARDS FOR A VARIATION:

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

A. Standards Applicable to All Variations Requested:

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

1. Two car garage has become the minimum standard for a typical single family residence and normal residential use.
2. The existing home on this property results in only a 5 foot wide side yard that prohibits a detached garage in the rear yard.
3. The 500 square foot lot coverage area bonus for a detached garage cannot be utilized because of these existing conditions.
4. For all three variations the property dimensions are non standard for the typical Glen Ellyn lot.

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

OR

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

___ 2. The existing home on this property results in only a 5 foot wide side yard that prohibits a detached garage in the rear yard. _____

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

___ The front ascetics of the house would look similar to the neighboring housing.

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

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

The irregular lot size and the current structure dimensions result in the hardship. The current structure does not tend itself to a house with a two car garage without extending the house forward. Making the sideyard setback meet the requirements of the new code would make the new structure look very different and odd.

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

The lot in question is a irregular lot in the zoning district. Being 50 x150 where the typical lot is around 66x150

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

Adding the two car garage and expanding the house is for personal use. With an expanding family we have grown out of the current space.

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

____ The existing configuration of the house on the lot are existing conditions at the time of purchase.

5. Provide evidence that the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property in question is located

____ If anything the variation would make the lot safer. Adding the second car garage would allow for a wider drive way and make visibility better. Currently one car is usually close to the sidewalk and or on the apron.

6. Provide evidence that the proposed variation will not:

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

____ All neighboring property would not extend this far and would allow for ample light and air. _____

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

____ Since property on either side basically ends where this extension would start the likelihood of any danger to their property would be limited to what is currently in violation of the code. _____

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

____ I have informed my neighbors of the planned changes and both have given approval. _____

d. Diminish or impair property values within the neighborhood;

_____ Should add to the value of neighborhood. _____

e. Unduly increase traffic congestion in the public streets and highway;

_____ This should eliminate any hazards that the current one car garage creates with having two cars always parked in the driveway.

f. Create a nuisance; or

_____ This should eliminate any hazards that the current one car garage creates with having two cars always parked in the driveway.

g. Results in an increase in public expenditures.

_____ No expenditures should be expected.

7. Provide evidence that the variation is the minimum variation that will make possible the reasonable use of the land, building or structure.

_____ Minimal 2 car garage space requirements typically 20x20.

8. Please add any comments which may assist the Zoning Board of Appeals of Appeals in reviewing this application.

_____ Have signed documents from my neighbors with their approval of the design changes that I am asking the variances for.

VI. EVIDENCE RELATING TO FLOOD HAZARD VARIATION REQUESTS

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

complete Section VII below.

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

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

____ The property is not within a designated flood area. Not Applicable ____

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

____ The property is not within a designated flood area. Not Applicable

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

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

____ The property is not within a designated flood area. Not Applicable

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

____ The property is not within a designated flood area. Not Applicable

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

____ The property is not within a designated flood area. Not Applicable

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

The property is not within a designated flood area. Not Applicable

VII. CERTIFICATIONS, CONSENT AND SIGNATURE(S)

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

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

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

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

____ Jay Schlosser _____

____ Christine Schlosser _____
Signature of Applicant(s)

____ updated 5-24-2012 _____
Date filed

New Rear Addition 40x14

Current Existing Structure 40x24

New Front Addition (2 car garage) roughly 20x6

Residential Surveying Service P.C.

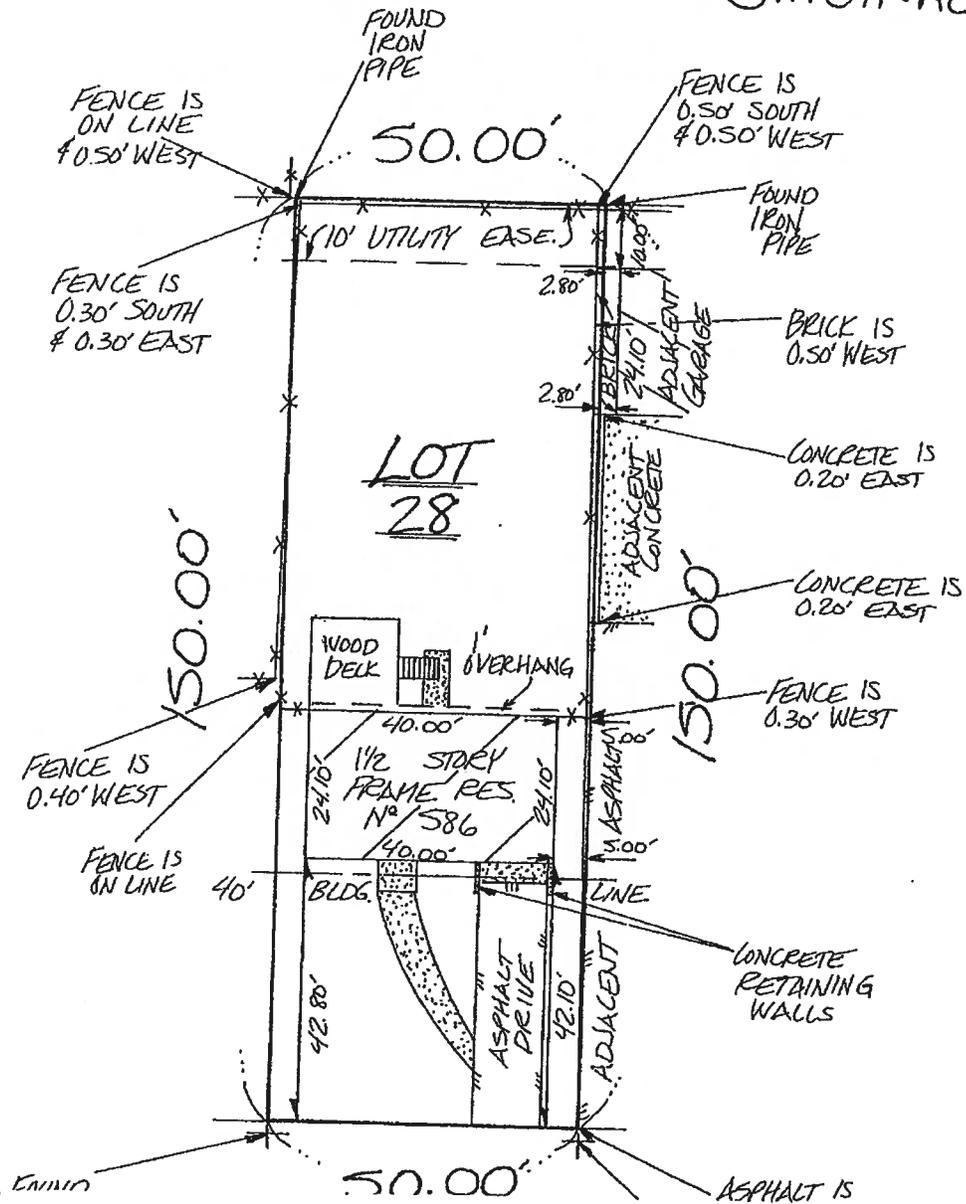
108 Lee Lane Bolingbrook IL 60440
PH (630) 759-0205 FAX (630) 759-9291

PLAT OF SURVEY

LOT 28 IN BLOCK 8 IN GLEN PARK SUBDIVISION, BEING A RESUBDIVISION IN GLEN ACRES SUBDIVISION, BEING A SUBDIVISION IN SECTION 23, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID GLEN PARK SUBDIVISION RECORDED MARCH 3, 1926 AS DOCUMENT 208829, IN DUPAGE COUNTY, ILLINOIS.



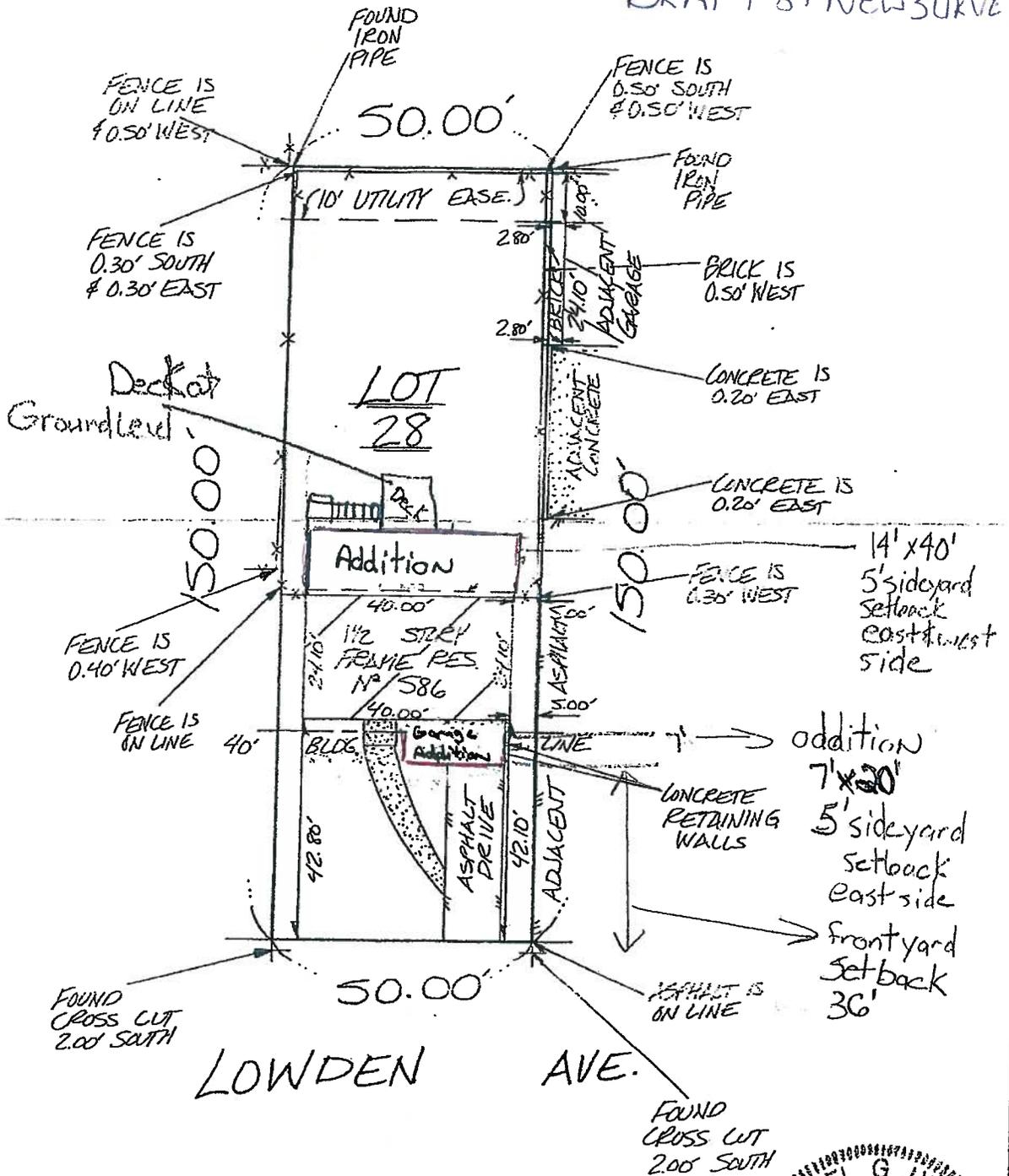
ORIGINAL



LOT 28 IN BLOCK 8 IN GLEN PARK SUBDIVISION, BEING A RESUBDIVISION IN GLEN ACRES SUBDIVISION, BEING A SUBDIVISION IN SECTION 23, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID GLEN PARK SUBDIVISION RECORDED MARCH 3, 1926 AS DOCUMENT 208829, IN DUPAGE COUNTY, ILLINOIS.



DRAFT of new SURVEY



State of Illinois }
County of Will } SS

I, Michael G. Herwy, an Illinois Professional Land Surveyor, do hereby certify that I have surveyed the parcel of land hereon described and that the Plat hereon drawn is a correct representation of said survey.

Dated, this 29TH day of MARCH, A.D., 2000, at Bolingbrook, Illinois.

Michael G. Herwy

CLIENT BELT



MetLife Auto & Home®

Metropolitan Casualty Insurance Company
GrandProtect Homeowners Declarations

05/04/2012
ST 12

<p>Policy Number: 7983709160 Policy Term: From 04/10/2012 to 04/10/2013, 12:01 A.M. Standard Time at the location of the property insured as stated in the policy.</p>	<p>Page 1 of 2 Change 01 Policy Change Effective Date: 04/10/2012 Bill To: Insured</p>
<p>Named Insured: GARY J SCHLOSSER CHRISTINE SCHLOSSER 586 LOWDEN AVE GLEN ELLYN IL 60137</p>	<p>First Mortgagee: Loan 0261493191 WELLS FARGO BANK NA #708 ISAOA PO BOX 5708 SPRINGFIELD OH 45501</p>

The residence premises covered by this policy is located at:
586 LOWDEN AVE GLEN ELLYN IL 60137

March 19, 2012

To whom it may concern,

My neighbors at 586 Lowden Ave., Glen Ellyn, IL have approached me about 3 variations that they are requesting from the zoning board. They have discussed their plans with us.

- 1) Front yard setback
- 2) Side yard setback
- 3) Total square footage exceeding the recommended ratio

We are in favor of approving the variations that they are requesting.

Name: David Harris
Address: 590 Lowden Ave
Signature: [Signature]
Date: 4/14/2012

Name: Jeanne Harris
Address: 590 Lowden Ave
Signature: [Signature]
Date: 4/14/2012

March 19, 2012

To whom it may concern,

My neighbors at 586 Lowden Ave., Glen Ellyn, IL have approached me about 3 variations that they are requesting from the zoning board. They have discussed their plans with us.

- 1) Front yard setback
- 2) Side yard setback
- 3) Total square footage exceeding the recommended ratio

We are in favor of approving the variations that they are requesting.

Name: FRANCES FOLEY

Address: 582 LOWDEN AVE

Signature: Frances Foley

Date: 4-22-12

Name: _____

Address: _____

Signature: _____

Date: _____

March 19, 2012

To whom it may concern,

My neighbors at 586 Lowden Ave., Glen Ellyn, IL have approached me about 3 variations that they are requesting from the zoning board. They have discussed their plans with us.

- 1) Front yard setback
- 2) Side yard setback
- 3) Total square footage exceeding the recommended ratio

We are in favor of approving the variations that they are requesting.

Name: Jami Kral
Address: 578 Lowden Ave.
Signature: Jami Kral
Date: 4/22/12

Name: _____

Address: _____

Signature: _____

Date: _____

March 19, 2012

To whom it may concern,

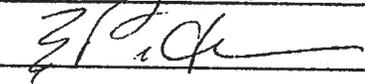
My neighbors at 586 Lowden Ave., Glen Ellyn, IL have approached me about 3 variations that they are requesting from the zoning board. They have discussed their plans with us.

- 1) Front yard setback
- 2) Side yard setback
- 3) Total square footage exceeding the recommended ratio

We are in favor of approving the variations that they are requesting.

Name: ED PETERSON

Address: 583 LOWDEN AVE.

Signature: 

Date: 4/26/12

Name: PATTY PETERSON

Address: 583 LOWDEN AVE

Signature: 

Date: 4/26/12

March 19, 2012

To whom it may concern,

My neighbors at 586 Lowden Ave., Glen Ellyn, IL have approached me about 3 variations that they are requesting from the zoning board. They have discussed their plans with us.

- 1) Front yard setback
- 2) Side yard setback
- 3) Total square footage exceeding the recommended ratio

We are in favor of approving the variations that they are requesting.

Name: Cathy Yocum
Address: 579 Lowden Ave
Signature: Cathy Yocum
Date: 4/28/11

Name: Myron Yocum
Address: 579 Lowden
Signature: Myron Yocum
Date: 4/28/11

MEMORANDUM

TO: Mark Franz, Village Manager

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

DATE: August 7, 2012

FOR: August 13, 2012 Village Board Meeting

RE: Village Links – 485 Winchell Way
Special Use Permit, Zoning Variations and Exterior Appearance



Background. The Village of Glen Ellyn Recreation Department is requesting approval of a special use permit, zoning variations and the exterior appearance for the proposed expansion of the Village Links clubhouse and related site improvements. The project includes the construction of an approximately 7,400 square foot addition on the north side of the existing 8,300 square foot clubhouse. The total resulting building square footage would be 14,494 square feet. A portion of the existing 8,300 square foot building would also be demolished and renovated. A number of related site improvements are planned including an expansion to the driving range, relocation of existing putting greens, expansion of the front parking lot, construction of a new golf cart storage building and various other improvements. The property is located at 485 Winchell Way in the CR Conservation Recreation zoning district and is made up of 250 acres.

The clubhouse addition and driving range expansion are planned to occur in the immediate future. The remaining project elements would be phased in as the budget allows. The Recreation Department is estimating that it may take anywhere from 5-15 years to complete the full scope of the project and is requesting that any approvals granted by the Village Board be valid for up to 15 years.

In order to accommodate the project, the Recreation Department is specifically requesting approval of the following:

- A. A special use permit in accordance with Section 10-4-3(B)5 of the Zoning Code for a Public Recreational Facility where buildings do not occupy more than 10% of the site including a request to allow more than one of each type of accessory building to be located on the property in accordance with Section 10-5-4(A)3 of the Zoning Code.
- B. The following variations from the Glen Ellyn Zoning Code:
 - 1. A variation from the light fixture shielding requirements in Section 10-5-13(M)1(c) to allow up-lighting on the building and site for architectural and landscape purposes and to light the driving range.
 - 2. A variation from Section 10-5-13(M)2(b)1 to allow the proposed light poles in the eastern parking lot to be located as close as 20 feet apart in lieu of the minimum spacing of 72 feet

required and to allow the proposed light poles in the expanded western parking lot to be located as close as 39 feet apart in lieu of the minimum spacing of 64 feet required.

3. A variation from Section 10-5-13(M)2(b)2 to allow the proposed parking lot light poles to be placed in locations where they would be susceptible to collision strikes.
 4. A variation from the specific landscape requirements in Section 10-5-13(L)1 related to the number, type and size of required trees per acre of green space in the event that the site as a whole does not fulfill the strict letter of these requirements.
 5. Variations from Section 10-5-5(B)4(3) to allow trellises with lengths of 110, 45, 26, and 50 feet in lieu of the maximum length of 20 feet permitted for each and areas of 1,100 and 350 square feet in lieu of the maximum area of 250 square feet permitted.
 6. A variation from Section 10-5-4(A)3 to allow a total of 12 accessory buildings on the property in lieu of the maximum number of 3 accessory buildings permitted and to grant the Village reasonable discretion to construct additional accessory buildings on the property in the future.
 7. A variation to exempt the property from the maximum of 1,000 square feet of accessory structures permitted by Section 10-5-4(A)2(a).
 8. A variation from Section 10-5-8(H) to allow two of the landscape islands in the reconfigured east parking lot to be smaller than the parking spaces in the lot.
 9. Variations from Section 10-6-4(C) to allow grading and fill in the floodplain, including the construction of a parking lot and a new cart storage building.
 10. A variation from Section 10-5-5(B)4(38) to allow a trash enclosure to be constructed with a material that does not match the material used on the principal structure on the lot.
- C. Exterior appearance approval in accordance with the Appearance Review Guidelines adopted on October 9, 2006 as Ordinance 5508.

Architectural Review Commission Recommendation. The Architectural Review Commission reviewed the proposed exterior appearance at a public meeting on July 11, 2012. No members of the public spoke at the hearing either in favor of or in opposition to the request. By a vote of 7-0, the Architectural Review Commission recommended approval of the request subject to the following conditions:

1. The project shall be constructed in substantial conformance with the plans and testimony presented at the July 11, 2012 Architectural Review Commission meeting.
2. Any rooftop mechanical equipment that is not screened shall be painted to match the color of the roof.

3. The final color selection of the roof shall be presented to the Architectural Review Commission for review and approval.

Plan Commission Recommendation. The Plan Commission reviewed the requested special use permit and zoning variations at a public hearing on July 26, 2012. Two members of the public spoke at the hearing and asked questions or expressed concerns about stormwater management and lights. By a vote of 10-0, the Plan Commission recommended approval of the requested special use permit and all of the requested zoning variations with the exception of variation #8 related to the size of two landscape islands and variation #10 related to the material of the trash enclosure. The last portion of variation #6 giving the Recreation Department “reasonable discretion to construct additional accessory buildings on the property in the future” was also removed from the motion. The Commission’s reasons for excluding variations #8, #10 and the last portion of variation #6 the motion included concerns about setting a precedent and granting variations and discretion to the Village that would not likely be granted to a private developer.

The Plan Commission’s motion was made subject to the following conditions.

1. The project shall be constructed in substantial conformance with the plans and testimony presented at the July 26, 2012 Plan Commission meeting.
2. The requested approvals shall be valid for up to 10 years.

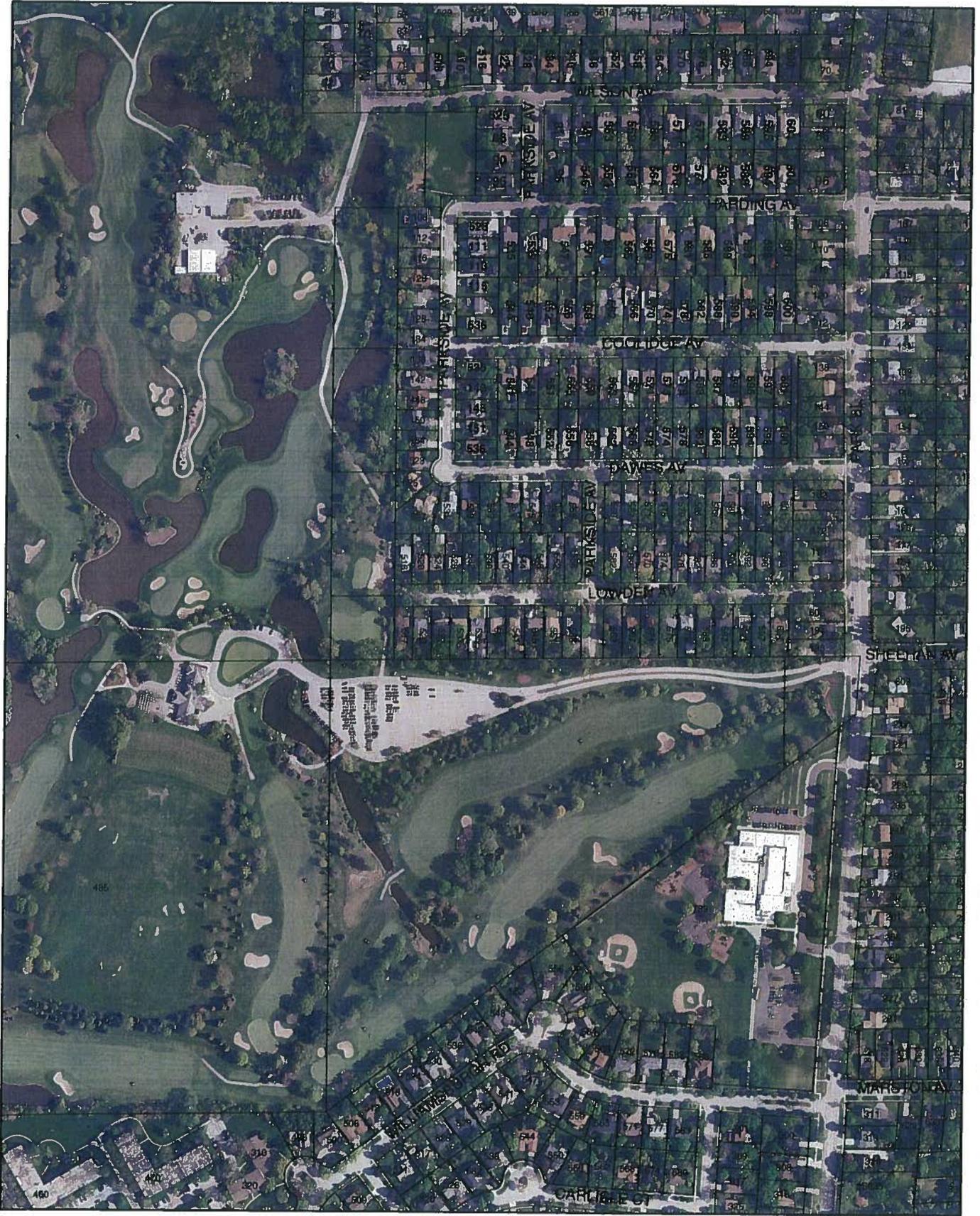
Action Requested. The Village Board may approve, approve with conditions or deny the requested special use permit, zoning variations and exterior appearance. An Ordinance approving the requests as recommended by the Architectural Review Commission and Plan Commission is attached.

Attachments.

- Aerial Photo
- Draft Minutes from July 11, 2012 ARC Meeting
- Draft Minutes from July 26, 2012 Plan Commission Meeting
- Ordinance
- Application Packet

Cc: Matt Pekarek, Recreation Director
Craig Pryde, Project Architect

Village Links 485 Winchell Way



Prepared By: Planning and Development
Date: April 6, 2012
2009 Aerial Photo



Planner Stegall stated a number of related site improvements are planned including the construction of a new driving range, relocation of the existing putting greens, expansion of the front parking lot into the existing island green, construction of a new golf cart storage building and various other site improvements. She stated at the April 11, 2012 meeting, there was discussion about enhancing the entrance to the clubhouse, particularly the existing boulevard and east parking lot; however, these items are not on the plans and the planning staff has not pushed on these items due to budgetary constraints.

Commissioner Thompson asked if there are any guidelines around the removal and replacement of trees to which Planner Stegall stated there are not. Planner Stegall stated the landscape plan was reviewed by forestry consultant Dave Coulter and that any trees planned for removal would be replaced or relocated.

Chairman Burdett asked if the Recreation Department wants approval of the alternate plan too to which Planner Stegall stated they do.

Project Architect Craig Pryde of PPK Architects showed a picture of the majority of the project area and stated the clubhouse is located 3500 feet off Park Boulevard. He stated the project consists primarily of an expansion and enhancement of the existing clubhouse and dining/banquet areas and enhanced parking for banquets. He stated this project is a series of dominoes as one project will need to be done before the next project is begun. He stated his team worked with the Recreation staff and the Village Links staff as well as a focus group of Recreation staff, golf personnel and lay people from the community. He stated this focus group asked for an inviting and welcoming clubhouse entrance so the architects added a trellis to the front as well as a canopy. He stated there would be a new trash enclosure in the southwest corner of the parking lot as well as a new utilitarian golf cart storage building to the southwest of the clubhouse. He stated the golf storage building would have an extended roof structure over the eastern portion of the driving range to provide a covered driving area. He stated at present, the funding is not allowing them to build the cart storage building, but they did feel it was an important element of the overall Master Plan.

Mr. Pryde showed a picture of the Clubhouse Plan overview and stated there are three main elements to the addition: the dining area, the banquet area and restrooms by the entrance. He stated the dining area and banquet areas command the best views available of the golf course.

Mr. Pryde showed a picture of the proposed trash enclosure which will be located at the southwest corner of the existing parking lot. He stated there will be a masonry screen wall which will face the parking lot in order to screen the trash bins. He stated there will not be gates on the trash enclosure as carts will be in and out of this area constantly. He stated there will be a large amount of trees on the east and southeast side of the trash enclosure. He stated there will also be a 6-foot high cedar board and board fence around part of the enclosure.

Mr. Pryde stated the intents are to update and provide an entirely new looking structure to the clubhouse when it is complete. He pointed out the material board in the front row for the ARC to see. He stated the roof will be a standing seam metal roof in a slate blue color, which would be more expensive than an asphalt shingle roof (shown in the alternate plan), but is much more

durable and would have a longer life. He stated arched elements would be added to the entrance, the patio on the north side of the building and the banquet area on the west side of the building. He stated the building materials are primarily a rusticated stone base, a cast stone trim band that would separate the stone base from the top portion and a masonry veneer on the top portion. He stated the focus group did not want to use the same red brick that is on the existing building so the architects chose an earth-tone brick that has some texture. He stated the rest of the clubhouse would be stained to match the proposed brick so all the brick on the building would achieve the same color tone. He stated the windows would be a commercial frame with a solar-bronze color of insulated glass.

Mr. Pryde stated the patio on the north elevation would increase in area from 2000 square feet to 3000 square feet and would contain fire pit elements – one on the west side of the patio and one of the north side of the patio. He stated there will be a sheltered area on the patio which will be made of a translucent thin fiberglass panel, colored clear on one side and white on the other side, made by Kalwall. He stated a fabric awning would be too bulky and the fiberglass panel is not over-powering and does not draw attention to itself. He stated there will be a trellis that wraps the front of the building.

Mr. Pryde showed a picture of the alternate design and stated the only change on the alternate design is the roof material, and this roof would be re-shingled with asphalt shingles.

Mr. Pryde showed a picture of the proposed golf storage building which would be utilitarian and primarily a posted beam structure open on two sides. He stated you would be able to see into it from the driving range. He stated the south end of the building is where they would cantilever the roof out and cover the eastern portion of the driving range. He stated there would be landscaping around the building; however, the bays would remain open so you can see inside and provide a measure of safety.

Mr. Pryde introduced Steve Hallberg, landscape architect from Planning Resources, who walked through the overall landscape plan. He stated they added focus and focal points to the front entrance and patio. He stated the landscaping is done in groupings and provides screening for the fencing and levels of protection around the golf course. He stated the patio area would be a focal entrance with seasonal color and leaf texture by the patio area to maintain interest and excitement through all four seasons. He stated the trash enclosure would be screened by evergreens on the west, south and east side of it. He showed a list of the landscaping which includes a variety of trees and evergreens.

Mr. Pryde stated all lighting would be LED lighting due to be sustainability, longevity and power usage. He stated the building does not have a lot of exterior lighting currently and will add lighting to enhance the visibility and appearance of the building through exterior lighting as the building will be used more in the evening and through all seasons. He stated there would be a variety of lighting fixtures, including an architectural fixture for the parking lot lighting, linear strip lighting around some of the windows, down-lights inside the trellis, a ground-mounted landscape light and in-grade lighting at base of the pier supports for the trellis as well as the main entrance canopy.

Mr. Pryde stated there will be several trellis elements on the building's exterior that will continue the entrance theme around the building. He stated there will be a low patio screen wall, built from paper-block material with a stone cap on the top. He stated there will be full stone columns at the bag drop; however, there will be a lower brick pier with wood trellis support outside the bag drop. He stated there will be a 6-foot rooftop well to provide screening for the rooftop equipment.

Chairman Burdett asked if all the mechanicals that need to be screened would fit in the rooftop well to which Mr. Pryde stated all the new mechanicals would fit. Chairman Burdett asked if the rooftop mechanicals on the existing portion of the building would remain unscreened to which Mr. Pryde stated they would. Planner Stegall asked if it would look better to screen or to paint to which Mr. Pryde stated it depends on the size and is usually less obtrusive if you paint to match the roof.

Chairman Burdett asked about the metal roof color to which Mr. Pryde stated they had proposed all along a roof in the slate-blue range. Mr. Pryde stated the metal roof is a painted material and is available in any color you choose. He stated they decided not to make the roof green or a vibrant color as the roof is a dominant element for this building. Chairman Burdett asked about a grey color in the same tone to which Mr. Pryde stated a grey outside can go to silver quickly. Chairman Burdett stated it looks like a stark contrast. Commissioner Draths asked if the material looks greyer outside to which Mr. Pryde stated it does. Mr. Pryde stated this color is used on the arched metal roof portion in the alternate plan also.

Commissioner Thompson asked about the stained brick to which Mr. Pryde stated it stains into the material so it would not be a coating but go into the brick. Mr. Pryde stated this is labor-intensive but used often. Planner Stegall stated there are three projects in the Village where this stain process has been used: Bells & Whistle, Potbelly Sandwich Works and Market Plaza.

Commissioner Albrecht asked if the putting green to the west, the driving range and 1st tee were redesigned in the recent redesign of the golf course to which Mr. Pryde stated nothing from the previous renovation project that is being touched or altered in this project.

Commissioner Draths asked about the different lighting and where they would be used to which Mr. Pryde showed pictures of where the vertical lighting fixtures would go, where the trellis lighting would go and where the wall-mounted fixtures would go. Mr. Pryde stated the tower light fixture will be used in the parking lot all the way down Winchell Way and will find a similar fixture in style and light pattern that is less expensive than the picture shown. He stated the fixtures will be 18 feet by the clubhouse and 16 feet further away from the clubhouse. Planner Stegall stated the Plan Commission will also look at the proposed lighting plan due to variation requests for light-pole spacing and other variations.

Commissioner Thompson stated they will be removing over 100 trees, but the plan only shows putting 60 trees back to which Mr. Hallberg stated they would be adding more trees along the golf course. Chris Pekarek, Village Links Golf Course Superintendent, stated in the last 30 years, the Village has planted over 4000 trees and is very pro-trees and pro-shrubs and will have a net increase of trees for the project. Mr. Pekarek stated they do not use a formula for trees but the

Village Links has more trees per square foot than any large property in the Village. Mr. Pryde stated several areas cannot have shade trees, like the putting greens, so they are putting them in other locations on the course.

Commissioner Wilson asked if they could do anything else that would be pro-energy, such as parking spaces for high-efficiency cars as the Arboretum just did. He stated a building is usually more valuable these days if it has an energy component that surpasses the regular component.

Chairman Burdett asked about the fence material to which Mr. Hallberg stated it would probably be cedar. Mr. Pryde stated there are two different kinds of fences: a solid 6-foot cedar fence for screening and protection around the driving range and an ornamental cedar fence by the front of the Village Links in between the masonry piers. Chairman Burdett asked about the trash enclosure to which Mr. Pryde stated the fence in the back will be cedar and the front screen wall will be brick to match the building.

Commissioner Albrecht stated the cart storage building is very utilitarian with a weak roof and wanted to understand how the screening worked with it to which Mr. Pryde stated it is a long narrow building that is a big garage. Mr. Pryde stated they kept the profile low so you can almost look over it. Mr. Pryde stated as the landscaping matures, you will be able to see through the landscaping to acknowledge there are carts on the inside so it will be a landscape view. Mr. Pryde stated they did not need a large roof element except to extend over the driving range so a hip roof would have been taller. Chairman Burdett asked if they planned to add doors to the cart building to which Mr. Pryde stated they did not. Commissioner Draths asked about the cart building roof to which Mr. Pryde stated it would be a standing seam metal roof so it would be the same roof as the clubhouse. Commissioner Albrecht asked if the cart building roof would change if they used the alternate design to which Mr. Pryde stated this roof will only be the metal roof as there is no alternate for this roof.

Commissioner Dickie asked about the trellis material to which Mr. Pryde stated it would be cedar. Commissioner Dickie asked about the cupola lighting to which Mr. Pryde stated the cupola will be lit from the inside underneath so it would have a glow at night.

Commissioner Wilson asked if the increased lighting would bother any of the surrounding neighborhoods to which Mr. Pryde stated they have not heard any comments from residents but are trying to keep the light sources low.

Commissioner Mulvihill asked about the lights on the side of the building to which Mr. Pryde stated they would be the Millennium free-scale lights shown in the packet. Commissioner Mulvihill asked if there would be vines in the trellis to which Mr. Pryde stated there would not as the surface below will be hardscape.

Chairman Burdett asked about the finish on the trellis to which Mr. Pryde stated they will stain it in a natural semi-transparent cedar stain to retain and protect the quality of the wood.

Commissioner Draths asked if the kitchen will be enlarged to which Mr. Pryde stated the kitchen is changing in service-type with a change in equipment. Recreation Director Matt Pekarek stated the kitchen space will increase significantly to about double in size and will be more practical.

Chairman Burdett asked how the Commissioners felt about the metal roof color to which Commissioner Albrecht agreed she thinks the color is too blue. Commissioner Albrecht stated as the proposed building is in a prairie style, the roof should be in earth tones or natural tones. Commissioner Albrecht stated it is such a big statement building so the roof line should blend. Commissioner Thompson stated she likes the blue color as it is not monotonous and would provide a good vista on the course.

Commissioner Thompson stated she thinks the design is great and likes the proposed slate blue roof color. She stated she likes the trellis, the cart storage building, the translucent cover on the patio and the fire pit elements. She stated she was concerned with the removal of so many trees, is happy with the landscape plan to add trees back.

Commissioner Mulvihill stated the roof is dominant and is concerned about the blue color. She stated she does not like the alternate plan roof. She stated even though it is a complicated plan, but the plan looks very good.

Commissioner Draths stated she is happy with the lighting changes, the expanded kitchen area, the trash enclosure, the cart storage building and the roof well. She stated she likes the project and the materials chosen. She stated the blue roof color is growing on her.

Commissioner Wilson stated the design looks good. He stated he thinks the painted metal roof looks cool. He stated the building is pushing toward the prairie style. He again encouraged the team to push to be energy-wise on the building as much as possible.

Commissioner Dickie stated he is very excited about this project as it will be an asset to the Village. He stated he thinks the materials are appropriate, but it is hard to judge what the roof will look like with a small sample on a board. He stated he has reservations about the alternate design as it seems massive and heavy, but he does understand budgetary concerns. He stated the landscape was well thought out, and the cart storage building is fine. He stated he likes the LED fixtures and agrees with the use of energy-wise alternatives.

Commissioner Albrecht stated they put a lot of work into the design, and the details are great. She stated she likes the lighting plan, the cart storage building, the kitchen plan and the landscape plan. She stated she does not like the blue metal roof. She stated she favors the alternate elevation with the big-statement building with a traditional roof.

Student Commissioner Burket stated they put a lot of thought into this design. He stated he likes the materials used, the blue metal roof as it stands out, the LED lighting fixtures, the rooftop well and the landscape plan.

Commissioner Wilson asked if there would be water recovery on the roof to which Mr. Pryde stated there is no space to store water. Mr. Pryde stated they will collect the gutters underground

and pipe the water to the storm sewers which then will run to the pond. Commissioner Wilson asked what the life expectancy of the roofs would be to which Mr. Pryde stated a metal roof can last 60 to 70 years while a shingled roof can last about years.

Chairman Burdett stated the design is excellent. He stated he likes the trellis, the lighting plan and design, the landscaping and the rooftop well. He stated he would like the mechanicals painted to match the roof. He stated he would like to see a more muted, grayish color for the metal roof.

Commissioner Dickie made a motion to recommended approval of the exterior appearance with the following conditions:

- a. The rooftop mechanicals should be painted to match the color and finish of the selected roof.
- b. The Architectural Review Commission would like to review and approve the final color selection for the roof color based on the bids received for the metal roof.

The motion was seconded by Commissioner Wilson and carried unanimously by a vote of 7-0.

4. Traveling Architecture and Landscape Awards

Village Planner Stegall gave some background on this topic and stated the ARC can present the "Traveling Trophy Design Award" and Vivian Ball Landscape Award each year as well as Honorable Mentions in these categories. She showed the award trophy and the award plaque to the ARC and said 6 projects are eligible this year.

Commissioner Thompson stated she did not think any of the 6 projects were deserving of the Landscape Award, but she did point out the planters with edibles in them in front of Marcel's.

Commissioner Mulvihill stated Giordano's has done a lot of beautiful landscaping, and Village Planner Stegall stated Giordano's compromised with the ARC to add awnings and arbor vitae. Commissioner Mulvihill stated Giordano's has plants and flowers on both sides and around the trash bins.

Commissioner Draths stated she did not see any landscape excellence; however, Marcel's was creative with the planters so maybe they could get an Honorable Mention.

Commissioner Wilson stated Marcel's should get both awards as the design was great, and the planters are additional touches that help to invite you in.

Commissioner Dickie stated there were no stand outs for landscaping, but he does like the edible planters in front of Marcel's. He stated Marcel's should get the Traveling Trophy. He stated Grace Lutheran was also good for design.

Commissioner Albrecht stated Marcel's should get the Traveling Trophy as it is the essence of the downtown area and the restoration of an old building. She stated none of the landscaping overwhelmed her, but maybe Honorable Mentions for Marcel's and Giordano's. She wondered about Treasure House for an Honorable Mention.

Student Commissioner Burket stated Marcel's should get the Traveling Trophy. He stated they should not give Marcel's the Landscape Award as it would just be for a planter.

Chairman Burdett stated that he believes Marcel's should get the Traveling Trophy.

Commissioner Wilson made a motion to award the Traveling Trophy Design Award to Marcel's and to not award the Vivian Ball Landscape Award this year. The motion was seconded by Commissioner Albrecht and carried unanimously by a vote of 7-0.

5. Public Comments

None

6. Chairman's Report

Chairman Burdett recommended that the ARC should drive by all the new projects that have been done in the Village as many empty buildings now have tenants.

7. Trustee's Report

Trustee Liaison Ladesic stated at Monday's Village meeting, there was a storm recovery update from the July 1, 2012 storm. He stated the Village's departments and ComEd did admirable jobs. He stated the Village has increased the residents' garbage fees; however, the good news is the Village does recycle a lot, and there is a new recycling rebate program so the more garbage is recycled, the more rebates come back.

8. Staff Report

Village Planner Stegall stated the Village Board approved the revised exterior appearance requests for Haggerty Chevrolet and Jewel Osco. She stated Jewel Osco has prepared a revised landscape plan as suggested by the Commission and is considering a possible material change for the painted walkways. She referred to the MDRN 2012 Summer Workshop flyer in the ARC's packet. She stated this year's Mobile Workshop will be a walking tour of downtown Naperville on Thursday, July 19, 2012 from 9am-1pm and encouraged the Commissioner to attend if possible.

9. Adjourn

As there was no other business to discuss, Chairman Burdett asked for a motion to adjourn. Commissioner Wilson moved, seconded by Commissioner Albrecht to adjourn the meeting at 9:50 p.m. The motion carried unanimously by a vote of 7-0.

Submitted by: Debbie Solomon, Recording Secretary

Reviewed by: Michele Stegall, Village Planner

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PLAN COMMISSION
MINUTES
JULY 26, 2012

The meeting was called to order by Chairman Julie Fullerton at 7:35 p.m. Plan Commissioners Craig Bromann, Todd Buckton, Tim Elliott, Erik Ford, Jeff Girling, Tracy Heming-Littwin, Heidi Lannen, Ray Whalen and Lyn Whiston were present. Plan Commissioner Jay Strayer was excused. Also present were Village Planner Michele Stegall, Recreation Director Matt Pekarek, Professional Engineer Bill McGurr and Recording Secretary Barbara Utterback.

Chairman Fullerton stated that the only item on the agenda was a public hearing for the Village Links clubhouse expansion at 485 Winchell Way.

PUBLIC HEARING – 485 WINCHELL WAY, VILLAGE LINKS CLUBHOUSE EXPANSION – SPECIAL USE PERMIT AND ZONING VARIATIONS. Public hearing with discussion, consideration and recommendation regarding a request for approval of a Special Use Permit and Zoning Variations for the proposed expansion of the Village Links clubhouse and related site improvements. The subject property is located at 485 Winchell Way in the CR Conservation Recreation zoning district.

Plan Commissioner Buckton moved, seconded by Plan Commissioner Elliott, to open the public hearing.

Staff Report

Michele Stegall, Village Planner, and Bill McGurr, Consulting Engineer, were available to speak regarding the subject topic. Ms. Stegall presented an overview of the subject request regarding a Special Use Permit and Zoning Variations to accommodate the expansion of the clubhouse at the Village Links Golf Course and some related site improvements. She displayed an aerial photograph of the subject 250-acre golf course that is zoned CR Conservation Recreation District. She also stated that the properties to the north are zoned commercial, properties to the east and south are zoned residential and to the west of the golf course is the Public Works Reno Center, Village Green Park and some residential property.

Ms. Stegall displayed a plan contained in the application that showed some of the proposed improvements. She indicated the location of the existing clubhouse and stated that an approximately 7,400-square foot addition is proposed on the north side. She stated that the existing building has a square footage of approximately 8,300-square feet; therefore, the total square footage of the clubhouse would be approximately 14,500 square feet in area. Ms. Stegall added that a portion of the 8,300 square foot building is also proposed to be renovated inside to accommodate a new banquet room and an expanded restaurant that would include a bar. She also stated that an outdoor seating area/patio is proposed.

Ms. Stegall stated that site improvements include the expansion of the existing driving range located just south of the building and the expansion of the parking lot directly in front of the building. She added that the island putting green located in front of the building will be removed and replaced with 56 parking spaces conveniently located near the building. Ms. Stegall added that other site improvements include the relocation of some putting greens and tee boxes and a potential new golf cart storage building to be located behind the club house.

Ms. Stegall stated that the specific request from the petitioner is for approval of a Special Use Permit for a public recreational facility where buildings do not occupy more than 10% of the site. She also reviewed variations being requested from the Glen Ellyn Zoning Code for the project. A variation is requested from the light fixture shielding requirements in Section 10-5-13(M)1(c) to allow architectural uplighting on the building in lieu of downward lighting as well as lighting on some of the landscaping and trees surrounding the building. She added that some of the light fixtures for the driving range may also need a variation. A variation is being requested to allow the proposed light poles in the eastern parking lot to be located as close as 20 feet apart in lieu of the minimum spacing of 72 feet required and to allow the proposed light poles in the expanded western parking lot to be located as close as 39 feet apart in lieu of the minimum spacing of 64 feet required. Ms. Stegall stated that the code requires a minimum spacing between light poles of 4 times the mounting height of the pole. She added that there are 16-foot tall poles proposed in the new expanded portion of the parking lot near the clubhouse and new 18-foot tall poles proposed in the existing east parking lot which currently is not lit. The variation being requested is to allow the poles in the expanded island green parking lot to be as close as 39 feet apart in lieu of the minimum spacing of the required 64 feet and to allow the poles to be as close as 20 feet apart in lieu of 72 feet apart in the existing eastern parking lot. Ms. Stegall added that the spacing requirements are met in some areas so the advertisement was made for where the distance is the narrowest. Ms. Stegall added that a variation was also advertised to allow the poles to be placed in locations where they would be susceptible to damage. This variation was included as some of the new light poles proposed in the existing eastern parking lot would be located outside of islands as is typical. However, they would be mounted on a concrete base which would afford them at least some protection. Ms. Stegall stated that the fourth variation was for a variation from the landscape requirements related to the type, number and size of trees required on the property in the event needed. Ms. Stegall added that the code is very specific regarding the number and caliper of ornamental, shade and evergreen trees required on property per acre of green space. She added that the subject site is 250 acres so this request has been advertised for in the event it is needed. Ms. Stegall added that, per the plans, any trees that will be removed will either be replaced or relocated elsewhere on the site. Another variation being requested is to allow trellises with lengths of 110, 45, 26 and 50 feet each in lieu of the maximum length of 20 feet permitted and to allow the areas of two of the trellises to exceed the maximum area of 250 square feet permitted. She added that the trellises are architectural in nature and attached to the building. She displayed a rendering of the building with trellises proposed over the outdoor seating area and added that trellises are also proposed in the drop-off area in front of the building. Ms. Stegall added that the

Architectural Review Commission recommended approval of the project and felt that the trellises added interest to the building, particularly in areas where there are blank building walls. Another variation being requested is to allow a total of 12 accessory buildings on the property in lieu of the maximum number of three accessory buildings permitted. Ms. Stegall stated that the accessory structure regulations of the Zoning Code were basically designed for single-family residential properties. She stated that there are a number of accessory buildings currently on the subject site and that the proposed 6,600-square foot cart storage building will be the 12th accessory building on the site. Ms. Stegall stated that there is a difference between accessory buildings and accessory structures and that the code states that no more than 1,000 square feet of accessory structures can be located on a property. She stated that with the addition of the cart storage building and trash enclosure that there would be approximately 32,000 square feet of accessory structures on the subject 250-acre golf course. The requested variation would exempt the property from complying with the accessory structure regulations in the Zoning Code. Ms. Stegall also added that as the property owner, the Village would have the ability to address any complaints about accessory structures being built on the property. Ms. Stegall stated that another variation is being requested to allow two of the landscape islands in the reconfigured east parking lot to be smaller than the parking spaces on the site. Another variation is being requested from Section 10-6-4(C) to allow grading and fill in the floodplain, including the construction of a parking lot and a new golf storage building. Ms. Stegall stated that the Village Links is a regional stormwater facility for the Village and most of the property surrounding the clubhouse is floodplain. She added that the Zoning Code prohibits grading or fill in a floodplain without the approval of a variation and earth work is currently planned throughout. Ms. Stegall also stated that the compensatory storage requirement for the petitioner to create 1-1/2 times more floodplain than is being filled is currently being met. Ms. Stegall stated that the final variation requested by the petitioner is to allow the trash enclosure to be constructed with a material that does not match the material on the principal structure on the lot. She displayed the location of a proposed trash enclosure just south of the existing east parking lot. She added that the enclosure would be constructed with brick on the front with a wood fence on the sides. She stated that the Zoning Code requires the materials of the trash enclosure to match the main material of the building which is also encouraged by the Appearance Review Guidelines. Ms. Stegall added that the Architectural Review Commission was comfortable with the proposed material due to evergreens proposed around the three sides of the wood fence enclosure. She displayed and described a drawing of the proposed enclosure just south of the east parking lot and added that the enclosure will also be a fueling station for golf carts.

Petitioner's Presentation

Matt Pekarek, Recreation Director for the Village of Glen Ellyn, 485 Winchell Way, Glen Ellyn, Illinois and Craig Pryde, Architect with PPK Architects, 444 N. Main Street, Glen Ellyn, Illinois were present to speak on behalf of the subject project. Mr. Pekarek stated that the subject property is owned and operated by the Village of Glen Ellyn and will be a significant improvement for the Village Links and the community. He stated that they have had a lot of public input with 15 public meetings over the last two years

and a steering committee with whom the Links has been working. He also stated that the Master Plan committee consists of members of the Recreation Commission and some ad hoc residents volunteering their time. He also stated there is a guidance group regarding aesthetics and added that the Village Board has also been involved in discussing the project. Mr. Pekarek stated that the architect for the project is Craig Pryde of PPK Architects, Gary Gill of Gill Designs, River Falls, Wisconsin is the golf course architect and V3 Company is the engineer.

Mr. Pekarek stated that the subject project does not fit into a pre-existing development type within the Village because of the nature of the property—it is a stormwater facility, it is owned by the Village and it is very large.

Architect Craig Pryde stated that he is helping to coordinate the project between the golf course architect and the civil engineer and he displayed and described several drawings. Mr. Pryde stated that two years ago, the original plan was an addition to the north end of the clubhouse to improve the dining capacity. The dining room was proposed to be moved and would include a bar and lounge feature with a banquet space on the west side of the building. He added that in order to accomplish those changes, several other portions of the project around the clubhouse needed to be moved and altered in order to accommodate the proposed expansion. Mr. Pryde stated that one of the other primary goals of the project is to improve parking for the expanded dining facility which would include replacing the current island putting green with a new parking lot. This improved parking would allow customers to park closer to the building for non-golfing events. The putting green and the driving range would be expanded. Mr. Pryde stated that an amenity to be added will be lighting in the existing unlit eastern parking lot for evening events in order to increase safety and bring the parking lot into compliance with the Village Code. Mr. Pryde stated that two variances are being requested regarding parking lot lighting and pole spacing. He displayed drawings of proposed lighting at the site, including at the entranceway, that will consist of LED fixtures that will reduce maintenance costs and increase the life expectancy of materials. Mr. Pryde added that power demands will increase due to the proposed project. He also stated that the light fixture proposed to be used has a light output that will allow the spacing of the poles to be increased to be closer to the required 4-1 ratio. He stated that a variation is being requested in order to provide appropriate lighting for the drive aisle. He also indicated the location of staggered landscape islands on either end of the existing parking rows and stated that landscape islands are proposed at the end of each row in order to better balance the landscaping as one approaches the facility. He added that a variance is being requested for light pole spacing in order to stagger light poles to provide an even lighting configuration. Mr. Pryde added that he believes 40 light poles will be required which will reduce the cost of lighting. He also added that one of the benefits of LED lighting is that the lights can be dimmed with the power capacity cut by 50% with only a 10-20% drop in the amount of illumination from the lights. He added that the life of the lamp is also then extended by approximately 20-25%.

Mr. Pryde stated that approximately two-thirds to three-quarters of the existing area of the driving range will be regraded to lower the elevation so that compensatory storage

requirements will be provided for placing fill inside the existing floodplain boundary. He stated that compensatory storage will also be provided in an area around an existing pond.

Regarding variations for the building, Mr. Pryde stated that a large entrance canopy that covers a drop-off zone will be provided at the front door to the dining facility as well as a primary trellis element that starts at the beginning of the clubhouse and wraps around to the south end of the circle drive. He indicated the right side of the circle drive that will be striped for two full loading zone spaces which eliminates a zoning variation. Mr. Pryde stated that the proposed trellises exceed the requirements established for residential back yard trellises and arbors and he described their locations.

Mr. Pryde stated that the current location of the trash enclosure is the most appropriate space and the use of the enclosure is to hide trash dumpsters as well as to screen the fuel station. He added that the fuel station is included in the project because the golf course utilizes gas carts. He added that the gas fueling station may eventually be eliminated if the golf course changes to electric carts. He also stated that the trash enclosure is surrounded by many mature evergreen trees. Mr. Pryde stated that a straight masonry screen wall will be installed that addresses the parking area. He added that landscaping will be provided from the edge of the storage area and the back side of the wooden fence. He also stated that utilities are located in this area that run in many directions.

Mr. Pryde displayed and described various architectural drawings/elevations of the proposed project. He stated that strong favorable comments on the exterior design were received from the Architectural Review Commission. He added that the ARC encouraged the petitioner to utilize a metal roof instead of shingles. He also added that two fire pits are proposed at the site on the west side and on the north side and a patio will be protected from golf balls rolling into that area. Mr. Pryde stated that a variation being requested is uplighting which is allowed at residential properties in Glen Ellyn but not allowed for non-residential use. He stated that they would like to accentuate the new building and enhance the evening dining environment. Mr. Pryde stated that the trellis features are approximately 9 feet in height around the building from east to west. He also presented a view of the roof with asphalt shingles.

Mr. Pryde displayed a proposed building that would be able to contain approximately 80-100 golf carts, however, he stated that the budget will not allow this portion of the project to be completed in Phase I. He added that the intent of the design is to minimize the structure as much as possible. Mr. Pryde also stated that the intent is to hit the golf balls under a canopied area when weather does not permit being in the open.

Mr. Pryde displayed an overall landscape view and indicated that landscaping will be provided in all of the areas being touched by the project. He added that berms and a wooden fence will be included.

Questions from the Plan Commissioners

Ms. Stegall responded to Chairman Fullerton that the Architectural Review Commission recommended approval of the request with the condition that any rooftop equipment on the building that would not be within an enclosure be painted to match the roof.

Chairman Fullerton asked for staff's opinion regarding the petitioner's request for 15 years to complete the project. Ms. Stegall responded that some of the projects are dependent on the budget and the petitioner would like to phase those projects in as dollars allow. Regarding Variation 6 which states in part, "to grant the Village reasonable discretion to construct additional accessory buildings on the property in the future," Plan Commissioner Elliott asked if the Village has granted this type of variation previously. Ms. Stegall responded that this variation has not been granted by the Village in the past and added that the variation is requested to exempt from the requirements because the accessory building/structure requirements were not designed with a unique property like the Links in mind. Plan Commissioner Buckton asked if the number of parking spaces that will increase to 290 from 268 are necessary for restaurant seating. Ms. Stegall responded yes and added that the code requirements for the subject property are not really designed for a golf course. She further stated that the code requirements for the property are 1 space for every 250 square feet in the building so the code requirement is only 58 or 59 spaces for the property. She added that in the CR District, there is no parking requirement for restaurants so she viewed the requirement as if there was a 1 per 3 seat requirement for restaurants in this district. She added there would be 455 total seats available so if the 1 per 3 space requirement was applied, 152 spaces would be required for the restaurant and banquet room which would leave 138 spaces on the property which would be the equivalent of 5 spaces per hole. Plan Commissioner Whalen asked if the petitioner could be granted another extension after the first 15 years, and Ms. Stegall responded that the code would still allow a one-year administrative extension.

Mr. Pryde responded to Plan Commissioner Lannen that the proposed landscape islands will not decrease the current width of the roadway access. Mr. Pekarek responded to Plan Commissioner Buckton that the parking lot lights at the site would be turned off whenever they are not in use 12 months a year in order to save electricity and the roadway lights on Winchell Way would continue to remain on as they currently do. Mr. Pekarek responded to Plan Commissioner Buckton that there is no lighting in the east parking lot currently and he described lighting in the area.

Mr. Pryde responded to Plan Commissioner Buckton that the maintenance building at the site has a separate trash facility and fueling station. Mr. Pekarek added that there is a small dumpster enclosure at the halfway house. Mr. Pryde responded to Plan Commissioner Buckton that the interior of the pro shop will be renovated with improvements to the electrical system. He added that a conference room may also be added. He also responded to Plan Commissioner Buckton that the Links administrative offices are on the second floor. Mr. Pryde responded to Plan Commissioner Lannen that on either side of the pro shop, the driving range will be lengthened. He also responded to

Plan Commissioner Buckton that the existing driving range, tee and approximately three-quarters of the driving area will drop approximately one foot.

Village Consulting Engineer Bill McGurr responded to Plan Commissioner Buckton that the advertised stormwater variation is no longer needed with the recent adoption of the new stormwater ordinance. However, a zoning variation is being requested to allow grading and fill in the floodplain. Mr. Pryde responded to Plan Commissioner Whalen that if all new islands were required to be 9 feet, two parking spaces would be lost and that if the existing parking lot was brought into conformance with current landscape island requirements that 8-9 spaces would be lost. Mr. Pryde responded to Plan Commissioner Girling that a variation is being requested because a light pole base has been located in an area that is subject to damage and the safety concern is addressed by elevating the lights 3 feet in lieu of installing islands. Mr. Pryde responded to Plan Commissioner Whiston that the reasons for requiring a variance for the trash enclosure were to save money, that there are many utilities and existing trees in the area and that they wanted to minimize the amount of foundation that was installed on the back side of that area based on the existing landscape and the utilities.

Mr. Pekarek stated it is their intention that the golfers would not be able to see the entire back of the wood fence because of the landscaping. He added that they did not feel it would be a good use of public funds to install a brick wall for appearance purposes when no one would see it. Plan Commissioner Whalen stated that Mr. Pryde said public expenditures regarding the project would be utilized with costs being minimized later on for upkeep and maintenance and asked if the fence was a maintenance issue. Mr. Pryde replied that it is an element of maintenance that is easily accountable for in the existing maintenance staff. Mr. Pekarek added that the existing trash area that was installed in 1984 has a wood enclosure and is not a maintenance issue. He added that a wood fence would be economically feasible. Mr. Pekarek responded to Plan Commissioner Whalen that the Links currently recycles as much as possible.

Plan Commissioner Elliott asked how far apart the compensatory stormwater is from the trash enclosure. Mr. Pekarek replied that the stormwater detention plan was finalized after most of the other design was completed, and a field adjustment would need to be made to move the trash and fuel containment area slightly to the east to accommodate more landscaping. Mr. Pekarek added that the final stormwater plan in front of the Plan Commission was not finalized until June 4, 2012. He also responded to Plan Commissioner Elliott that there is approximately 5 to 8 feet currently between the edge of the compensatory storage area and the trash enclosure and there is a significant dropoff on the westernmost portion of the trash container close to the fuel tank down to the pond. When asked if the proximity is an element of concern for the Village as a fuel stop, pumps, trash and grease are located there, Mr. McGurr consulted the plans and responded that those items would be considered hazardous waste and are not allowed in the floodplain. Therefore, the plans for this area will need to be adjusted. He added that there is no requirement regarding proximity. Mr. Pekarek added this is not an underground storage but a double or triple wall above ground fuel tank. He added that the area is also dyked with a concrete pad so if the contents of the entire tank leaked out, the gas would

be stored in the dyked area and would not drain into the pond. He added that this is a standard design requirement. Mr. Pekarek responded to Plan Commissioner Elliott that the cart storage building with the driving range overhang is an element of the plan that would extend beyond the immediate construction period and specifically as long as 15 years. He also added that the south part of the building may also be demolished with the driving range extended. In regard to the trash enclosure, Plan Commissioner Whalen questioned if the proposed plan was a final plan. Ms. Stegall responded that the grade could be elevated or the trash enclosure relocated to address this issue. Plan Commissioner Whalen asked if the grade was raised, would the slope be adequate for carts or trash dumpsters to be rolled up and down. Mr. McGurr responded that it would need to be raised about 1-1/2 feet which should not be an issue. Ms. Stegall responded to Plan Commissioner Whalen that the plan includes 12 accessory structures which contains the cart storage building and the trash enclosure. Plan Commissioner Heming-Littwin asked if the petitioner could build any type of accessory structure if they were given approval for requests number 6 and 7, and Ms. Stegall responded yes.

Plan Commissioner Heming-Littwin asked if the lights could be turned off on the landscaping in the evening and would they be turned off regularly, and Mr. Pryde replied yes. Plan Commissioner Whiston asked if the uplights will have any impact on the neighbors, and Mr. Pryde replied that the lights are low wattage LEDs and are intended to light an element immediately adjacent to approximately 10-12 feet on and around the building. He stated that the effect of the light may be seen but not a beam of light. Ms. Stegall responded to Plan Commissioner Whalen that staff has no concern regarding the proposed uplighting and stated that a code amendment may be proposed in the future to allow subtle architectural uplighting on buildings. Mr. Pekarek explained for Plan Commissioner Heming-Littwin that the proposed hours of the clubhouse, including the addition, will be open a few more hours than it currently is at peak but at this time of year can be open as late as 11:00 p.m. He added that the clubhouse generally closes an hour to an hour-and-a-half after dark but with the renovation could be open until approximately 12:30 or 1:00 a.m. on some evenings. He added that the clubhouse hopes to remain open later in some evenings during the winter hours.

Persons in Favor of or in Opposition to the Request

Suzanne Cullinane, 116 S. Parkside, Glen Ellyn, Illinois asked what assurances or types of reviews exist that indicate that the residential areas will not flood as a result of the subject project. Mr. McGurr responded that more volume is being provided than is currently there and that the flooding situation is not being changed in any way in that area. Mr. Pekarek responded to Ms. Cullinane that there will be no changes to the lighting on the greens nor any extended golfing hours. .

Virginia Laszewski, 138 Parkside Avenue, Glen Ellyn, Illinois stated that Parkside Avenue, in particular by the corner of Parkside and Coolidge, floods during certain rain events. She wondered if the stormwater calculations for the proposed plan regarding the clubhouse and future accessory type structures along the golf course took into consideration when designing for stormwater management for the increased intensity and

frequency of rain events that are occurring and are expected to occur in the future. Mr. McGurr responded that the ordinance is being met and some additional storage will be provided that will have little or no effect on her flooding problem. Ms Laszewski asked how much additional impervious surface will be added to the subject area, and Ms. McGurr responded that the petitioner will need to provide that information. Mr. McGurr also responded to Ms. Laszewski that the stormwater runoff calculations were done by the petitioner's consulting engineer. Mr. Pekarek responded that V3 Companies did the stormwater engineering for the site and that the circle drive putting green being replaced is the significant increase in impervious surface. Ms. Laszewski added that she hopes adequate stormwater retention on the facility is being designed into it in order to avoid stormwater problems in her neighborhood and that an adequate stormwater plan is designed, and perhaps double-checked, for this facility. She added that the golf course should be a flood control type facility and not a bar and restaurant. She also stated she had concerns regarding increased traffic, noise and possible late hours at the site. She also expressed a concern regarding lighting in the backyards of nearby neighbors. Mr. Pekarek responded to Ms. Laszewski that asphalt will be used to re-pave the parking lot and he also described the stormwater runoff process which does not include treating the water. Mr. Pekarek also responded to Ms. Laszewski that there is no other lighting proposed outside the clubhouse and parking entranceway.

A motion was made and seconded to close the public hearing. All Plan Commissioners voted aye.

Comments from the Plan Commission

Plan Commissioner Buckton thanked the petitioners for their presentation. He stated that he does not intend to vote against any of the variations but that with the exception of the lighting, the demeanor and complexion of the golf course are changed by lighting the east parking lot. He added that he feels the neighbors will be surprised by the amount of light that is emitted by the lights that could be on until 1:00 a.m. and asked that the Village and Recreation Department move forward lightly in that regard. He also stated that the proposed changes will affect the Village Links. Plan Commissioner Buckton had no problem with allowing accessory structures as needed. He also stated that accessory structures, etc., can be hidden by landscape architecture and felt they would not cause a problem. He also had no problem with the remainder of the requested variations or the 15-year time frame for the project. Plan Commissioner Buckton stated that he would vote in favor of the variations.

Plan Commissioner Lannen agreed overall with Plan Commissioner Buckton's comments. She stated, however, that she believes there is a safety issue at the east parking lot which is currently very dark, and she requested that the lights are turned off when not being used in the future. She also felt that 15 years in terms of future plans seems excessive due to potential changes in the plan but that she would be supportive of 8-10 years. She stated she was otherwise in favor of all of the requested variations.

Plan Commissioner Whalen felt that the project was overall very good. He stated, however, that he could not support variation number 6 unless the phrase "and to grant the Village reasonable discretion to construct additional accessory buildings on the property in the future" was eliminated. He also requested eliminating item number 8 regarding landscape islands to be made smaller than the parking spaces in the lot in order to keep the spaces the same size. Plan Commissioner Whalen also did not support item number 10 to support a trash enclosure to be constructed with a material that does not match the material used on the principal structure at the site. He also felt that 10 years in terms of future plans should be the maximum allowed.

Plan Commissioner Girling felt the plan was great but expressed some concerns. He felt that the two parking spaces impacted by variation number 8 will not make a significant difference. He also stated that the Village entity should be setting an example and not providing a path for others to try to follow. Plan Commissioner Girling felt that the elevated lights were being held to 3 feet rather than having landscape islands and he stated that the Village would require every other commercial applicant to install parking lot light poles in a landscape island. He added that the eight parking spaces that would be lost by placing the light poles in islands would only have an impact on a couple of larger events held each year. He also felt that the trash enclosure should match the material on the principal structure as the Village is the petitioner. He responded to Chairman Fullerton that he was okay with variation number 6. Plan Commissioner Girling had no problem with 15 years in terms of future plans at the site.

Plan Commissioner Heming-Littwin felt the overall plan was good. She stated that the people who live in the subject area will realize that the lighting is more than they anticipate, however, they did not attend this meeting. Plan Commissioner Heming-Littwin felt that the lights should be installed for safety reasons and believes the lights will be on most of the time. She also agreed to strike a portion of variation number 6 per Plan Commissioner Whalen. She also agreed with the landscape island adjustment removing the two spaces and perhaps moving some spaces into the east parking lot. She also stated that she would like the petitioner to comply with the trash structure material. She also stated that the project length should be no longer than 10 years.

Plan Commissioner Elliott felt that the plan was good and that most of the variations were not objectionable and well supported by the presentations at this meeting. He felt that 10 years should be the maximum allowed for the project length. He was not concerned with the trash enclosure not matching the building as the trash enclosure would be located away from the building. Plan Commissioner Elliott was also not supportive of a portion of variation number 6 based on a matter of fairness and not giving a carte blanche to an applicant. He also stated he was supportive of variation numbers 8 and 10.

Plan Commissioner Bromann stated he had concerns regarding lighting but that safety outweighs that concern. He stated that he would like to remove variation number 8. He also was supportive of a 15-year maximum at the site.

Plan Commissioner Whiston stated that he was uncomfortable doing something for the Village that would not be done for a private citizen or developer. His maximum time frame for the variations was 8 years. He stated that the safety issue in the east parking lot outweighs the effect of the neighbors. He also was supportive of limiting the language as previously stated in variation number 6 and was not supportive of variation number 8. He expressed a concern regarding granting a variation for the trash enclosure that would not be given to other developers with the same request. He also was not comfortable with variation number 10.

Plan Commissioner Ford stated he had no issues with any of the requests. He added that the lights will be an improvement from a safety perspective. He had no problem with the proposed trash enclosure or parking lot islands. He also had no problem with a proposed project length of 15 years.

Chairman Fullerton stated she was in agreement with most of the Commissioners on many items. She felt that lights need to be installed for safety reasons at night. She agreed to strike the second half of variation number 6 as well as numbers 8 and 10. She added that the Village needs to be held to the code and not set a precedent for others to try to follow.

Motion

Based on the findings of fact in the application packet, Plan Commissioner Buckton moved, seconded by Plan Commissioner Girling, to recommend that the Village Board approve the following findings of fact:

- A. A Special Use Permit in accordance with Section 10-4-3(B)5 of the Zoning Code for a Public Recreational Facility where buildings do not occupy more than 10% of the site including a request to allow more than one of each type of accessory building to be located on the property in accordance with Section 10-5-4(A)3 of the Zoning Code.
- B. The following variations from the Glen Ellyn Zoning Code:
 1. A variation from the light fixture shielding requirements in Section 10-5-13(M)1(c) to allow up-lighting on the building and site for architectural and landscape purposes and to light the driving range.
 2. A variation from Section 10-5-13(M)2(b)1 to allow the proposed light poles in the eastern parking lot to be located as close as 20 feet apart in lieu of the minimum spacing of 72 feet required and to allow the proposed light poles in the expanded western parking lot to be located as close as 39 feet apart in lieu of the minimum spacing of 64 feet required.
 3. A variation from Section 10-5-13(M)2(b)2 to allow the proposed parking lot light poles to be placed in locations where they would be susceptible to collision strikes.

4. A variation from the specific landscape requirements in Section 10-5-13(L)1 related to the number, type and size of required trees per acre of green space in the event that the site as a whole does not fulfill the strict letter of these requirements.
5. Variations from Section 10-5-5(B)4(3) to allow trellises with lengths of 110, 45, 26, and 50 feet in lieu of the maximum length of 20 feet permitted for each and areas of 1,100 and 350 square feet in lieu of the maximum area of 250 square feet permitted.
6. A variation from Section 10-5-4(A)3 to allow a total of 12 accessory buildings on the property in lieu of the maximum number of 3 accessory buildings permitted.
7. A variation to exempt the property from the maximum of 1,000 square feet of accessory structures permitted by Section 10-5-4(A)2(a).
8. Variations from Section 10-6-4(C) to allow grading and fill in the floodplain, including the construction of a parking lot and a new cart storage building.

Subject to the following conditions:

1. The project is constructed in substantial conformance with the plans as submitted and the testimony presented at the July 26, 2012 public hearing of the Plan Commission.
2. Approval of these plans is valid for ten (10) years.

The motion carried unanimously with ten (10) yes votes and zero (0) no votes as follows: Plan Commissioners Buckton, Girling, Bromann, Elliott, Ford, Heming-Littwin, Lannen, Whalen, Whiston and Chairman Fullerton voted yes.

Staff Report

Ms. Stegall stated that Deer Glen II is scheduled to be reviewed at the next Plan Commission meeting, however, that may not occur as the County Board has denied the agreement for the offsite detention. She gave an update on the streetscape and parking study and stated that a steering committee will be formed. She also added that an RFP has been issued for the Marathon property.

A motion was made and unanimously carried to adjourn the meeting at 10:20 p.m.

Prepared by:
Barbara Utterback, Recording Secretary

Reviewed by:
Michele Stegall, Village Planner

Village Of Glen Ellyn

Ordinance No. _____

**An Ordinance Granting Approval of
a Special Use Permit, Zoning Variations and the Exterior Appearance for the
Expansion of the Village Links Clubhouse and Related Site Improvements Located on
Property Commonly Known as 485 Winchell Way
Glen Ellyn, Illinois 60137**

**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 Granting Approval of
a Special Use Permit, Zoning Variations and the Exterior Appearance for the
Expansion of the Village Links Clubhouse and Related Site Improvements Located on
Property Commonly Known as 485 Winchell Way
Glen Ellyn, Illinois 60137**

Whereas, the Village of Glen Ellyn Recreation Department has petitioned the Village President and Board of Trustees for approval of the following:

- A. A Special Use Permit in accordance with Section 10-4-3(B)5 of the Zoning Code for a Public Recreational Facility where buildings do not occupy more than 10% of the site including a request to allow more than one of each type of accessory building to be located on the property in accordance with Section 10-5-4(A)3 of the Zoning Code.
- B. The following variations from the Glen Ellyn Zoning Code:
 1. A variation from the light fixture shielding requirements in Section 10-5-13(M)1(c) to allow up-lighting on the building and site for architectural and landscape purposes and to light the driving range.
 2. A variation from Section 10-5-13(M)2(b)1 to allow the proposed light poles in the eastern parking lot to be located as close as 20 feet apart in lieu of the minimum spacing of 72 feet required and to allow the proposed light poles in the expanded western parking lot to be located as close as 39 feet apart in lieu of the minimum spacing of 64 feet required.
 3. A variation from Section 10-5-13(M)2(b)2 to allow the proposed parking lot light poles to be placed in locations where they would be susceptible to collision strikes.
 4. A variation from the specific landscape requirements in Section 10-5-13(L)1 related to the number, type and size of required trees per acre of green space in the event that the site as a whole does not fulfill the strict letter of these requirements.
 5. Variations from Section 10-5-5(B)4(3) to allow trellises with lengths of 110, 45, 26, and 50 feet in lieu of the maximum length of 20 feet permitted for each and areas of 1,100 and 350 square feet in lieu of the maximum area of 250 square feet permitted.
 6. A variation from Section 10-5-4(A)3 to allow a total of 12 accessory buildings on the property in lieu of the maximum number of 3 accessory buildings permitted and to grant the Village reasonable discretion to construct additional accessory buildings on the property in the future.

7. A variation to exempt the property from the maximum of 1,000 square feet of accessory structures permitted by Section 10-5-4(A)2(a).
 8. A variation from Section 10-5-8(H) to allow two of the landscape islands in the reconfigured east parking lot to be smaller than the parking spaces in the lot.
 9. Variations from Section 10-6-4(C) to allow grading and fill in the floodplain, including the construction of a parking lot and a new cart storage building.
 10. A variation from Section 10-5-5(B)4(38) to allow a trash enclosure to be constructed with a material that does not match the material used on the principal structure on the lot.
- C. Exterior Appearance approval in accordance with the Appearance Review Guidelines adopted on October 9, 2006 as Ordinance 5508.

all to allow the construction of a 7,400 square foot addition on the north side of the existing 8,300 square foot Village Links clubhouse and related site improvements; and

Whereas, the subject property is commonly known as 485 Winchell Way and is generally located generally west of the Winchell Way and Park Boulevard intersection; and

Whereas, the property is located in the CR Conservation Recreation District and is legally described as follows:

PARCEL 1

THAT PART OF SECTION 23, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED BY BEGINNING AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION AND RUNNING THENCE NORTH 0° 24' EAST ON THE WEST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, 1335.70 FEET TO THE NORTHWEST CORNER OF SAID QUARTER; THENCE NORTH 89° 39' EAST ON THE NORTH LINE OF SAID SOUTHWEST QUARTER AND ON THE NORTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION, 1568.98 FEET TO THE CENTERLINE OF PARK BOULEVARD; THENCE SOUTH 4° 05' WEST ON SAID CENTERLINE, 173.97 FEET; THENCE SOUTH 53° 11' WEST, 1955.56 FEET TO THE PLACE OF BEGINNING, IN THE TOWNSHIP OF MILTON, IN DUPAGE COUNTY, ILLINOIS, EXCEPTING THEREFROM THAT PART LYING WITHIN "WINCHELL WAY" PER DEDICATION ORDINANCE NO. 1480 RECORDED AS DOCUMENT NO. R66-31654.

TOGETHER WITH

PARCEL 2

THAT PART OF SECTIONS 22 AND 23, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE

THIRD PRINCIPAL MERIDIAN, DESCRIBED BY BEGINNING AT THE SOUTHEAST CORNER OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 23 AND RUNNING THENCE SOUTH 89° 36' WEST ON THE SOUTH LINE OF SAID NORTHWEST QUARTER OF THE SOUTHWEST QUARTER, 1344.28 FEET; THENCE SOUTH 89° 00' WEST ON THE SOUTH LINE OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 22, 333.40 FEET TO THE CENTER LINE OF HILLCREST AVENUE, AS DEDICATED 66.0 FEET WIDE IN THE PLAT OF WHEATON ESTATES AS RECORDED AUGUST 7, 1925 AS DOCUMENT 197514 AND 197515; THENCE NORTH 0° 30' EAST ALONG SAID CENTER LINE, 3024.63 FEET TO THE NORTH LINE OF WILSON AVENUE, IF EXTENDED, IN SAID WHEATON ESTATES; THENCE SOUTH 89° 25' WEST ON SAID NORTH LINE OF WILSON AVENUE, 679.88 FEET TO THE EAST LINE OF LAMBERT ROAD AS DEDICATED IN SAID SUBDIVISION; THENCE NORTH 0° 3' EAST ON SAID EAST LINE OF LAMBERT ROAD, 300.0 FEET; THENCE NORTH 0° 31' WEST ON SAID EAST LINE, 66.0 FEET; THENCE NORTH 0° 17' EAST ON SAID EAST LINE, 265.0 FEET TO THE SOUTH LINE OF TAFT AVENUE, AS DEDICATED IN SAID SUBDIVISION; THENCE NORTH 89° 25' EAST ON SAID SOUTH LINE OF TAFT AVENUE, 829.03 FEET TO THE NORTHWEST CORNER OF LOT 15 IN BLOCK 79 IN SAID SUBDIVISION; THENCE SOUTH 0° 30' WEST, 132.0 FEET TO THE SOUTHWEST CORNER OF SAID LOT 15; THENCE NORTH 89° 26' EAST ON THE SOUTH LINE, IF EXTENDED, OF LOT 15 TO LOT 1, BOTH INCLUSIVE, AND SOUTH LINE AND SOUTH LINE, IF EXTENDED, OF LOTS 14 TO LOT 6, BOTH INCLUSIVE, IN BLOCK 80 IN SAID SUBDIVISION, TO A POINT IN THE WEST LINE OF LOT 3 IN SAID BLOCK 80; THENCE SOUTH 0° 31' WEST ON THE WEST LINE AND WEST LINE, IF EXTENDED, OF LOTS 3, 4 AND 5 IN SAID BLOCK 80 AND ON THE WEST LINE AND WEST LINE, IF EXTENDED, OF LOTS 1, 2, 3, 24, 25 AND 26 IN BLOCK 78 IN SAID SUBDIVISION, 564.2 FEET TO A POINT IN THE SOUTH LINE OF WILSON AVENUE, AS DEDICATED IN SAID SUBDIVISION; THENCE NORTH 89° 42' EAST ON SAID SOUTH LINE OF WILSON AVENUE, 366.0 FEET TO THE EAST LINE OF SAID WHEATON ESTATES, RECORDED AS DOCUMENT 197514; THENCE SOUTH 0° 32' WEST ON SAID EAST LINE OF WHEATON ESTATES, 281.25 FEET TO A POINT IN THE NORTH LINE OF HARDING AVENUE, AS DEDICATED IN GLEN ACRES SUBDIVISION (SAID NORTH LINE BEING ALSO THE SOUTH LINE OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 23); THENCE SOUTH 89° 42' WEST ON SAID NORTH LINE, 78.85 FEET TO THE POINT OF INTERSECTION OF SAID NORTH LINE WITH THE WEST LINE, IF EXTENDED NORTH, OF LOT 11 IN BLOCK 9 IN GLEN PARK SUBDIVISION, A RESUBDIVISION OF PART OF SAID GLEN ACRES SUBDIVISION; THENCE SOUTH 0° 34' WEST ON SAID WEST LINE OF LOT 11 AND ON THE WEST LINES AND WEST LINES, IF EXTENDED, OF LOTS 18 IN BLOCK 9 AND LOTS 11 AND 18 IN BLOCK 10 AND, LOTS 11 AND 18 IN BLOCK 11, IN SAID GLEN PARK SUBDIVISION AND THE WEST LINE OF LOT 5 IN BLOCK 11 IN SAID GLEN ACRES SUBDIVISION, 1341.91 FEET TO A POINT IN THE NORTH LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 23; THENCE SOUTH 89° 39' WEST ON SAID NORTH LINE OF THE SOUTHWEST QUARTER, 188.0 FEET TO THE NORTHWEST CORNER OF THE NORTHEAST QUARTER OF SAID SOUTHWEST QUARTER; THENCE SOUTH 0° 24' EAST ON THE WEST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, 1335.70 FEET, TO THE PLACE OF BEGINNING, IN THE VILLAGE OF GLEN ELLYN, IN DUPAGE COUNTY,

ILLINOIS, EXCEPTING THEREFROM LOT 23 IN BLOCK 80 OF SAID WHEATON ESTATES, TOGETHER WITH THE VACATED PORTION OF PERSHING AVENUE SOUTH OF AND ADJOINING SAID LOT 23, ALSO EXCEPTING THEREFROM THAT PART LYING WITHIN "WINCHELL WAY" PER DEDICATION ORDINANCE NO. 1480 RECORDED AS DOCUMENT NO. R66-31654.

TOGETHER WITH

PARCEL 3

THAT PART OF THE EAST HALF OF SECTION 22, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED BY BEGINNING AT THE POINT OF INTERSECTION OF THE SOUTH LINE OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 22 WITH THE EAST LINE, IF EXTENDED, OF LAMBERT ROAD AND RUNNING THENCE NORTHERLY ON THE EAST LINE OF SAID LAMBERT ROAD 3062.2 FEET TO THE NORTH LINE OF WILSON AVENUE; THENCE EASTERLY ON THE NORTH LINE OF SAID WILSON AVENUE 712.88 FEET TO THE EAST LINE OF HILLCREST AVENUE; THENCE SOUTHERLY ON SAID EAST LINE OF HILLCREST AVENUE 3024.63 FEET TO SAID SOUTH LINE OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 22; THENCE WESTERLY ON SAID SOUTH LINE 982.0 FEET TO THE PLACE OF BEGINNING, IN THE VILLAGE OF GLEN ELLYN, DUPAGE COUNTY, ILLINOIS.

EXCEPTING THEREFROM ALL PARCELS ABOVE ANY PARTS TAKEN FOR ROADWAY.

P.I.N.s: 05-23-105-013, 05-23-300-002, 05-23-308-002, 05-23-400-001, 05-22-208-012, 05-22-406-003, 05-22-206-015, 05-23-114-019, 05-23-122-021, 05-23-103-026, 05-23-118-025, 05-22-208-012 and 05-23-126-014; and

Whereas, at the July 11, 2012 public meeting of the Architectural Review Commission, the Recreation Department presented evidence, testimony, and exhibits relative to the request for exterior appearance approval and no persons spoke either in favor of or in opposition to the request; and

Whereas, based upon the evidence, testimony, and exhibits presented at the July 11, 2012 Architectural Review Commission public meeting, by a vote of seven (7) "yes" and zero (0) "no", the Architectural Review Commission recommended approval of the proposed exterior appearance as set forth in the minutes of the Architectural Review Commission, a draft of which is attached hereto as Exhibit "A"; and

Whereas, following due and proper publication of notice in the Daily Herald not less than fifteen (15) nor more than thirty (30) days prior thereto, and following written notice to all property owners within 250 feet, and the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Plan Commission of the Village of Glen Ellyn conducted a public hearing on July 26, 2012, at which hearing the Plan Commission considered the requested special use permit and zoning variations; and

Whereas, at the July 26, 2012 public hearing, the Recreation Department presented evidence and testimony in support of the request and two (2) members of the public commented on the project; and

Whereas, after having considered the evidence presented, including the exhibits and materials submitted, by a vote of ten (10) “yes” and zero (0) “no”, the Plan Commission recommended approval of the requested special use permit and zoning variations with the exception of variations 8 and 10 identified herein above and the second part of variation 6 as set forth in the minutes of the July 26, 2012 meeting, a draft of which is attached hereto as Exhibit “B”; and

Whereas, the Village President and Board of Trustees have reviewed the evidence, exhibits, and materials presented at the July 11, 2012 Architectural Review Commission public meeting and the July 26, 2012 Plan Commission public hearing and have considered the recommendations of the Architectural Review Commission and Plan Commission and hereby make the following findings of fact for the requested special use permit and zoning variations:

A. In regard to the requested special use permit the Village Board hereby finds that:

1. The proposed use will be harmonious and in accordance with the general objectives, or within a specific objective of the Comprehensive Plan because the proposed design will continue to allow the Village Links golf course facility to be one of the premier public facilities in the Chicago area. As an asset of the Village, the project is consistent with objective 5 of the “Parks, Recreation and Open Space” goals in the Comprehensive Plan.

The project is also consistent with the “Community Facilities Policies” of the Comprehensive Plan which encourages the continued improvement and upgrade of the Village Links as a community asset.

2. The proposed use will be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and the proposed use will not change the essential character of the same area because the project will be constructed with materials consistent with the Village of Glen Ellyn Appearance Review Guidelines, the clubhouse design is complimentary to the surrounding residential properties and a majority of the improvements will not be visible from surrounding properties.
3. The proposed use will not be hazardous or disturbing to existing or future neighborhood uses because the clubhouse and of many the site improvements will not be visible from surrounding properties and the parking lot light fixtures will be shielded as required by the Zoning Code and the maximum permitted illumination levels at the property line will be met.
4. The proposed use will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewers and schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services because the existing and primary use of the property will not change and the project is adequately served for vehicular traffic by the current entrance located on Park Boulevard. The existing public utilities will be upgraded with the water service being upgraded to allow for the installation of a fire sprinkler system within the entire clubhouse.
5. The proposed use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the Village because the Recreation Department has indicated that the project will be paid for out of the operational funds of the Village Links golf course and that the improvements should result in increased revenue generating facilities.
6. The proposed use will not involve uses, activities, processes, materials, equipment, and/or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors because the proposed use is consistent with current operations and the primary use of the property will continue to be a golf course.
7. The proposed use will have vehicular approaches to the property, which shall be so designed as not to create an undue interference with traffic on surrounding public streets or roads because vehicular access to the facility shall remain unchanged and be served by the controlled intersection located at Park Boulevard.

8. The proposed use will not increase the potential for flood damage to adjacent property or require additional public expense for flood protection, rescue or relief because the required compensatory storage for the project will be provided.
 9. The proposed use will not result in the destruction, loss or damage to natural, scenic or historic features of major importance to the community because the project will enhance the natural and scenic nature of the facility and upgrade the appearance and image of the clubhouse.
- B. In regard to requested zoning variations 1-7 and 9 identified herein above, the Village Board makes the following findings of fact:
1. The requested variations will not alter the essential character of the locality because the clubhouse and a majority of the proposed site improvements will be setback a considerable distance from the road and any surrounding properties and will not be readily visible. The proposed lighting locations and separations are proposed to work with the parking lot design and the parking lot light fixtures will comply with the shielding requirements and maximum permitted lighting levels. Any up-lighting will be used for architectural and landscape purposes only and will be located far away from any adjacent residential properties.
 2. The petitioner has demonstrated a practical difficulty and particular hardship as a result of adhering to the strict letter of the regulations of the Zoning Code because the Village Links golf course is a regional stormwater management facility as well as a golf course. Existing site conditions leave few options for expansion that do not result in the need for some re-design of the stormwater facility. With the proposed plan, the clubhouse will remain outside of the floodplain and the remaining improvements will be concentrated in the surrounding area. The Village Links is a 250 acre golf course. The existing and proposed number and square footage of accessory buildings and structures on the property are customary for the land use and the facility could not operate appropriately without them. The lighting plan has been designed to work with the site plan which is constrained due to the existing design of the course and stormwater management considerations.
 3. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations governing the district in which it is located because many of the subject zoning code standards were not designed with a 250 acre golf course in mind but were intended for residential properties. The existing and proposed number and square footage of accessory buildings and structures on the property are customary for the land use and the facility could not operate appropriately without them. With the proposed improvements, the golf course is expected to see more use in the evening hours. The proposed parking lot lighting is needed for safety reasons and to provide a welcoming environment in the evening.
 4. The plight of the owner is due to unique circumstances because the subject property is made up of over 250 acres and is a regional stormwater management facility for the Village.

5. A Village owned golf course facility is unique. It is not anticipated that variations requested for this project would be similar to other property within the Village.
 6. The facilities are located several hundred feet from any residential use and the variations, if granted, will not reduce the amount of light or air available to surrounding properties.
 7. The project will be designed in accordance with all applicable building codes and fire sprinklers will be added to the existing clubhouse building which will reduce the potential hazard from fire.
 8. The project will enhance the safety and comfort of the Village inhabitants by updating many of the existing buildings and site elements to current standards.
 9. The project will increase the value of the property and facility as an asset for the Village.
 10. The project will not have an adverse affect on the amount of traffic or congestion beyond the capacity of the facility and surrounding roadways.
 11. The primary use of the property will not be changing and will continue to be a golf course.
- C. In regard to variations 8 and 9 listed herein above related to the size of landscape islands and the material of the trash enclosure, the Village Board finds that no hardship, practical difficulty or unique circumstance has been provided that prevents these items from being constructed in accordance with the applicable sections of the Zoning Code; and

Whereas, the President and Board of Trustees have determined that approving the exterior appearance of the project is consistent with the recommendations of the Glen Ellyn Appearance Review Guidelines and that granting the requested special use permit and zoning variations as recommended by the Plan Commission is consistent with the goals of the Glen Ellyn Zoning Code.

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

Section One: The minutes from the July 11, 2012 Architectural Review Commission public hearing and meeting, a draft of which is attached hereto as Exhibit "A", and the minutes from the July 26, 2012 Plan Commission public hearing, a draft of which is attached hereto as Exhibit "B", and the findings of fact set forth therein and in the preambles above are hereby adopted as the

findings of fact of the Village President and Board of Trustees based upon their review of the evidence, exhibits, and materials presented at the July 11, 2012 public meeting of the Architectural Review Commission and the July 26, 2012 public hearing before the Plan Commission.

Section Two: Based upon the findings of fact and recommendations of the Architectural Review Commission and Plan Commission, as adopted herein, and the findings of fact and conclusions set forth in the preambles above, the Village President and Board of Trustees hereby grant approval of the following:

- A. A Special Use Permit in accordance with Section 10-4-3(B)5 of the Zoning Code for a Public Recreational Facility where buildings do not occupy more than 10% of the site including a request to allow more than one of each type of accessory building to be located on the property in accordance with Section 10-5-4(A)3 of the Zoning Code.
- B. The following variations from the Glen Ellyn Zoning Code:
 1. A variation from the light fixture shielding requirements in Section 10-5-13(M)1(c) to allow up-lighting on the building and site for architectural and landscape purposes and to light the driving range.
 2. A variation from Section 10-5-13(M)2(b)1 to allow the proposed light poles in the eastern parking lot to be located as close as 20 feet apart in lieu of the minimum spacing of 72 feet required and to allow the proposed light poles in the expanded western parking lot to be located as close as 39 feet apart in lieu of the minimum spacing of 64 feet required.
 3. A variation from Section 10-5-13(M)2(b)2 to allow the proposed parking lot light poles to be placed in locations where they would be susceptible to collision strikes.
 4. A variation from the specific landscape requirements in Section 10-5-13(L)1 related to the number, type and size of required trees per acre of green space in the event that the site as a whole does not fulfill the strict letter of these requirements.
 5. Variations from Section 10-5-5(B)4(3) to allow trellises with lengths of 110, 45, 26, and 50 feet in lieu of the maximum length of 20 feet permitted for each and areas of 1,100 and 350 square feet in lieu of the maximum area of 250 square feet permitted.
 6. A variation from Section 10-5-4(A)3 to allow a total of 12 accessory buildings on the property in lieu of the maximum number of 3 accessory buildings permitted.
 7. A variation to exempt the property from the maximum of 1,000 square feet of accessory structures permitted by Section 10-5-4(A)2(a).

8. Variations from Section 10-6-4(C) to allow grading and fill in the floodplain, including the construction of a parking lot and a new cart storage building.
- C. Exterior Appearance approval in accordance with the Appearance Review Guidelines adopted on October 9, 2006 as Ordinance 5508.

all to allow an addition to the Village Links clubhouse located at 485 Winchell Way and related site improvements.

Section Three: This grant of approval is subject to the following conditions:

- A. The project shall be constructed in substantial conformance with the plans submitted and the testimony presented at the July 11, 2012 public meeting of the Architectural Review Commission and the July 26, 2012 public hearing before the Plan Commission and with the petitioner's application packet dated July 5, 2012 including the following plans and documents referenced below, as though they were attached to this Ordinance:
1. Exterior Appearance Application dated April 20, 2012
 2. Special Use Permit Application dated April 20, 2012
 3. Application for Variation
 4. Exterior Appearance/Special Use Application – Combined Response/Narrative
 5. List of Variations
 6. Exterior Appearance/Special Use Application Quantitative Summary
 7. Memorandum from Matt Pekarek dated July 5, 2012
 8. EcoSpec Linear HP EXT Wall Wash Light Fixture Cut Sheet and Specifications
 9. Vortech IVT107 Wall Mount Light Fixture Cut Sheet and Specifications
 10. Millenium Freescale FS524 Series –LED Light Fixture Cut Sheet and Specifications
 11. Millenium Freescale FS824 Series- LED Light Fixture Cut Sheet and Specifications
 12. Sternberg LED Architectural Luminaires Cut Sheet and Specifications
 13. Lithonia Lighting Round Straight Aluminum Pole Details
 14. Poplar 120V PAR 30/38 and Poplar LED 120V/277V LED-32 Landscape Accent Lights
 15. Overall Site Plan prepared by PPK Architects revised July 5, 2012 – Sheet A1 (attached hereto as Exhibit “C”)
 16. Clubhouse Plan prepared by PPK Architects revised July 5, 2012 – Sheet A2
 17. Enlarged Plan Outdoor Patios prepared by PPK Architects revised July 5, 2012 – Sheet A3
 18. Trash Enclosure Plan/Elevations/Fence Elevation prepared by PPK Architects revised July 5, 2012 – Sheet A4
 19. Clubhouse Elevations 3D Images prepared by PPK Architects revised July 5, 2012 – Sheet A5 (attached hereto as Exhibit “D”)
 20. Clubhouse Elevations 3D Images prepared by PPK Architects revised July 5, 2012 – Sheet A6 (attached hereto as Exhibit “E”)
 21. Enlarged Elevs: Trellis/Canopy/Patio prepared by PPK Architects revised July 5, 2012 – Sheet A7
 22. Alternate Clubhouse Elevations prepared by PPK Architects revised July 5, 2012 – Sheet A8
 23. Cart Building Elevations 3D images prepared by PPK Architects revised July 5, 2012 – Sheet A9

24. Landscape Plan prepared by Planning Resources, Inc. revised July 3, 2012 – Sheet LP 1.0
25. Planting Plan prepared by Planning Resources, Inc. revised June 18, 2012 – Sheet LP 1.1
26. Landscape Plan prepared by Planning Resources, Inc. revised June 18, 2012 – Sheet LP 1.2
27. Site Development Plan prepared by Planning Resources, Inc. revised June 18, 2012 – Sheet LP 1.3
28. Landscape Plan prepared by Planning Resources, Inc. revised June 18, 2012 – Sheet LP 1.4
29. Site Development Plan prepared by Planning Resources, Inc. revised July 3, 2012 – Sheet LP 1.5
30. Site Plan prepared by V3 Companies revised June 4, 2012 – Sheet C2 (attached hereto as Exhibit “F”)
31. Grading Plan – North prepared by V3 Companies revised June 4, 2012 – Sheet C3
32. Grading Plan – South prepared by V3 Companies revised June 4, 2012 – Sheet C4
33. Utility Plan prepared by V3 Companies revised July 5, 2012 – Sheet C5
34. Photometric Plan Area-1 prepared by V3 Companies revised June 4, 2012 – Sheet C6
35. Photometric Plan Area-2 prepared by V3 Companies revised June 4, 2012 – Sheet C7
36. Tree Removal Plan prepared by V3 Companies revised June 4, 2012 – Sheet C8
37. Stormwater Management dated June 4, 2012

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

- B. Any rooftop mechanical equipment that is not screened shall be painted to match the color of the roof.
- C. The final color selection of the roof shall be presented to the Architectural Review Commission for review and approval.
- D. The proposed light fixtures in the existing east parking lot shall be the same style Sternberg LED Architectural Luminaires shown on the plans as being used in the new westerly parking lot as represented at the July 11, 2012 Architectural Review Commission meeting and July 26, 2012 Plan Commission meeting.
- E. The material on all four walls of the trash enclosure shall match the material of the building as required by the Zoning Code.
- F. All new parking lot landscape islands shall comply with the minimum size required by the Zoning Code.

Section Four: The Building and Zoning Official is hereby authorized to issue all necessary building and occupancy permits pursuant to the special use permit, zoning variations and exterior appearance approved herein, provided that all the conditions set forth hereinabove have been met and that the applicant complies with all other applicable laws and ordinances of the Village of Glen

Ellyn. This grant of approval of the aforementioned requests shall expire and become null and void within 10 years of the date of this Ordinance unless an occupancy permit is applied for within said time period, provided, however, that the Village Board, by motion, may extend the period during which an occupancy permit must be applied for. Further, the Village Board may, for good cause shown, waive or modify any conditions set forth in this Ordinance without requiring that the matter return for a public hearing.

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

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

Section Seven. The Village Clerk is hereby authorized to record this Ordinance with the DuPage County Recorder.

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

Ayes:

Nays:

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois, this _____ day of _____, 20_____.

Village President of the
Village of Glen Ellyn, Illinois

Attest:

Village Clerk of the
Village of Glen Ellyn, Illinois

(Published in pamphlet form and posted on the ____ day of _____.)

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MEMORANDUM

A-10

TO: Mark Franz, Village Manager *z*
FROM: Kristen Schrader, Assistant to the Village Manager – ADM *ks*
DATE: August 6, 2012
RE: FY 12/13 Community Grant Program Funding



Background

The Village has funded local community groups that provide critical services through grants for many years. In 2011, the Village updated the funding process with the creation of the Glen Ellyn Community Grant Program. The new program was intended to more efficiently and effectively manage funding requests from local organizations, and to ensure that all organizations that provide services to Glen Ellyn residents have the ability to apply for funding.

Program Overview

The Program seeks to enhance the quality of life of Glen Ellyn residents by providing annual funding opportunities to organizations that provide critical services to residents. Grants may support a range of programs related to education, social services, physical and mental health, safe and positive living environments, environmental and natural resources, community events and arts. In order to be eligible for the program, organizations must be non-profit organizations that provide direct services to the residents of the Village of Glen Ellyn.

Issues

Total funding available in the FY 2012/13 Village Manager's Office Budget for community grants is \$30,000. Grant applications were due by June 22, 2012. The Village received funding applications from 18 Glen Ellyn organizations for a variety of programs and services. The grant applications received combined for a total of \$77,130 in funding requests, or \$47,130 over the amount available. All grants are awarded on an annual basis.

Similar to last year's process, a Selection Committee was appointed by Manager Franz to review and recommend grant funding to the Village Board. The 2012 Selection Committee consisted of Finance Director Kevin Wachtel, Administrative Intern Michael Strong, Finance Commissioner Becky McCloskey and myself.

Grants were scored individually by members of the Selection Committee based on the attached evaluation card. The evaluation card looked at a variety of criteria for each application, including scope of project, community-wide benefit, unduplicated opportunity, definable solution, innovation, leveraging of funds, longevity and financial and management responsibility. The Committee then met to discuss the grant applications, utilizing the scores to arrive at recommendations as to which grants should be funded and at what level. The attached chart indicates the Selection Committee's evaluation scores and funding recommendations for FY 12/13.

The chart demonstrates that while the committee did take into consideration the application score, other factors came into play during the discussion. Additional factors considered included the level and extent services were being provided within the community in comparison to regional services, as well as ensuring that a wide variety of programs and services were being funded, from social services to community events and arts to education.

Action Requested

The Village Board is requested to review the Selection Committee's recommendation for community grant funding and provide direction regarding the distribution of funding.

Recommendation

The Selection Committee recommends distribution of funding according to the attached chart.

The Selection Committee also requests that the Village Board provide direction regarding the future funding requests of the Fourth of July Committee. In lieu of the request being funded through the grant program, the Committee recommends consideration of direct inclusion of the 4th of July programming in the annual budget. This recommendation is based on past annual Village support for the Village's trademark Independence Day programming. Similar adjustments to past budgets have occurred for other programming previously supported through this grant program, including funding for the Historical Society (now through the History Park Fund), and funding for Glen Ellyn Youth and Family Counseling (now through the Police Department Budget).

Attachments

- Proposed Organization Funding Chart
- Community Grant Program Overview
- Grant Program Evaluation Card

cc: Kevin Wachtel, Finance Director
Michael Strong, Administrative Intern
Becky McCloskey, Finance Commissioner

2012 Community Grant Program

Organization	2012 Average Score	Amount Requested	2012 Recommended Funding	2011 Village Funding
Bridge Communities	90	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00
NAMI DuPage	88	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
Supplies for Success	86	\$ 2,000.00	\$ 1,500.00	\$ 1,000.00
G.E. Children's Resource	84	\$ 5,000.00	\$ 4,500.00	\$ 5,000.00
Family Shelter Service	82	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
Western Dupage Rec.	81	\$ 2,000.00	\$ 1,000.00	\$ -
PADS	81	\$ 10,000.00	\$ 2,000.00	\$ 2,000.00
CHAD*	80	\$ 1,500.00	\$ -	\$ -
People's Resource Center	80	\$ 5,000.00	\$ 1,000.00	\$ -
Glen Ellyn Food Pantry	80	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Fourth of July Committee	79	\$ 6,000.00	\$ 5,000.00	\$ 6,000.00
ESSE	78	\$ 5,000.00	\$ -	\$ -
DuPage Senior Citizens	76	\$ 5,000.00	\$ 2,500.00	\$ 2,000.00
Teen Parent Connection	76	\$ 3,000.00	\$ -	\$ 1,500.00
Glen Ellyn Lion's Club	67	\$ 4,000.00	\$ 2,500.00	\$ 2,500.00
Jack Marston Fund	64	\$ 2,130.00	\$ -	\$ -
Kaitlyn's Hideout*	46	\$ 10,000.00	\$ -	\$ -
Woolly Knitters*	46	\$ 1,000.00	\$ -	\$ -
Total		\$ 77,130.00	\$ 30,000.00	\$ 30,000.00

* Denotes first time applicant

FY 12/13 Glen Ellyn Community Grant Program Overview

The Village of Glen Ellyn seeks to enhance the quality of life of its residents by providing funding opportunities for selected not-for-profit grant requests on an annual basis. Grants may support a range of programs related to education, social services, physical and mental health, safe and positive living environments, environmental and natural resources, community events and arts.

Eligibility

To be eligible, an organization must provide direct services to residents of the Village of Glen Ellyn. Grants will only be awarded to non-profit organizations, preferably those classified as 501(c)(3) charities by the Internal Revenue Service (IRS).

Grant Review Criteria

The Village of Glen Ellyn will place priority consideration upon proposals that meet all of the following:

- Offer a definable solution to a significant community need;
- Represent an unduplicated opportunity;
- Advance innovative, proven and replicable solutions to issues facing Glen Ellyn; and
- Propose to generate matching funds in order to leverage additional financial support.

Grant Application Process

The Village adopts its budget annually in April. During the budget approval process, the Village Board approves the maximum dollar amount to be allocated for distribution in the form of grant funds. Following budget adoption, the Village will announce the amount of funding available and invite grant submittals for Fiscal Year 2012/2013 (May 1, 2012 – April 30, 2013). For FY12/13 the Village has budgeted \$30,000 for grant awards, and the deadline for receipt of requests is June 11, 2012. Grant awards will be announced prior to July 31, 2012. Requests shall be submitted by the deadline to:

communitygrants@glenellyninfo.org

All grant applications will be reviewed by a committee appointed by the Village Manager. The review committee shall make a funding recommendation to the Village Board to identify those organizations eligible to receive funding. All grants are awarded on an annual basis. Funding is preferred for programs and services, however the Village will consider funding for operations. Please contact Kristen Schrader, Assistant to the Village Manager – Administration, at 630-469-5000 with any additional questions on the Community Grant Program.

FY 12/13 Glen Ellyn Community Grant Program Application

Please complete the application and forward all required materials to the Civic Center by June 22, 2012.

Organization Name: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Contact Person and Title: _____

Telephone: _____ **E-mail:** _____

Date Submitted: _____ **Total Amount Requested: \$** _____

Total Annual Organization Budget: \$ _____

Does your organization have 501(c)(3) status? Yes No **FEIN #:** _____

Has your organization received grant funding from the Village in previous years? Yes No
If so, please indicate which year(s) a grant was awarded: _____

Signature and Date: _____

Please submit the following additional materials:

- **Narrative including a general overview of the request, the goals and objectives of the request for funding, the problems or needs that will be addressed if funding is received.**
- **Financial information:**
 - **Organization's most recent budget including revenues and expenses.**
 - **Organization's most recent audit. If audited financial statements are not available, the unaudited income and expense statement and balance sheets must be provided.**
 - **Copy of the applicant's tax exemption letter from the IRS, if applicable**
 - **Completed and signed w-9 for the applicant organizations as another bullet point in the Financial section**

Glen Ellyn Community Grant Program: Evaluation Card

Grant Applicant:

Minimum Requirements: All applicants must meet the minimum requirements as listed in the eligibility requirements section of the Grant Program Overview. Points are awarded based on how well the review committee feels the proposal fits the criteria laid out in the explanation section of each category.

Program/Project:

Category	Available Points	Points Awarded	Explanation
Proposal Purpose:			
Scope of Proposal	20		Proposals should relate to education, social services, physical and mental health, safe and positive living environments, environmental and natural resources, community events or arts.
Sub-total	20		
Community Impact:			
Community-wide Benefit	15		Points are available for proposals which demonstrate a benefit to the entire community.
Unduplicated Opportunity	15		Points are awarded to proposals that are not duplicated by another organization in the community.
Definable Solution	10		Points are awarded to proposals that can define clear solutions to community problems.
Innovation	10		Points are available to proposals that attempt to find creative solutions to community problems.
Leveraging of Funds	5		Points are awarded for the use of non-grant resources. Matching funds are desirable.
Longevity	5		Points are available for the number of years the organization and/or program or project have been in existence.
Sub-total	60		
Sound Administration:			
Financial and Management Responsibility	20		Points are awarded to organizations that demonstrate sound financial management and effective management controls, including cost-effectiveness, fiscal responsibility and the ability to provide a well-planned and safe event or program for residents.
Sub-total	20		
Total	100		