



**CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING**

**City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
August 2, 2016
7:30 p.m.**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Proclamation – Crystal Lake Lions Club 85th Anniversary**
- 5. Approval of Minutes – July 19, 2016 Regular City Council Meeting**
- 6. Accounts Payable**
- 7. Public Presentation**
The public is invited to make an issue oriented comment on any matter of public concern not otherwise on the agenda. The public comment may be no longer than 5 minutes in duration. Interrogation of the City staff, Mayor or City Council will not be allowed at this time, nor will any comment from the Council. Personal invectives against City staff or elected officials are not permitted.
- 8. Mayor's Report**
- 9. City Council Reports**
- 10. Consent Agenda**
 - a) 1) Refer the Chicago Title Land Trust 4004149 (4616 Terra Cotta Avenue) and Chicago Title Land Trust 400142 (4702 Terra Cotta Avenue) annexation requests to the August 17, 2016 Planning and Zoning Commission meeting for zoning consideration and to the September 6, 2016 City Council meeting for the annexation public hearing. 2) Continue the annexation meeting date for the Reinhardt property at 851 Reiland Drive, the Chicago Title Land Trust No. 4004149 property at 4616 Terra Cotta Avenue and the Chicago Title Land Trust No. 4004152 property at 4702 Terra Cotta Avenue to the September 6, 2016 City Council meeting.
 - b) Horizons for the Blind, 125 Erick Street – Temporary Class “16” Liquor License request for a fundraising event to be held on October 7, 2016.
 - c) Crystal Lake Teen Center (The BREAK), 6292 Northwest Highway – Temporary Class “16” Liquor License request for a fundraising event to be held on September 17, 2016.
 - d) The Quarry at Three Oaks Recreation Area, 5517 Northwest Highway – Temporary Use Permit to allow a mobile food vendor.
- 11. The Quinton Aaron Foundation Shoreline Fishing Derby – Request to conduct a Shoreline Fishing Derby at Three Oaks Recreation Area on Friday, September 16, 2016 from 5:00 p.m. to 8:00 p.m., a waiver of parking fees for non-resident participants who have purchased fishing derby tickets in advance, and a reduction of the rental fee for Pavilion A to that of a resident.**
- 12. Crystal Lake Senior Residences, 295 Pathway Court – Special Use Permit for a Continuing Care Retirement Community without nursing facilities.**

13. **Arising Church, 211 N. Virginia Street – Rezoning from B-2 to O Office District, Special Use Permit for a Religious Establishment and Variations from the Commercial Design Standards and Sign Criteria.**
14. **Robert E. Parrish Trust and Mary Rita Trust, 650½ West Terra Cotta Avenue - Annexation Public Hearing, rezoning to the W-Watershed District and a Special Use Permit for outdoor storage.**
15. **Matt’s Carwash, 1165 S. Route 31 – Preliminary and Final Planned Unit Development and Special Use Permit , Final PUD Amendment for signage, and Variations for the parking lot island and front yard setback requirements for a carwash.**
16. **Frey, 1083 North Shore Drive – Simplified Residential Zoning Variation to construct a Screen Porch and Deck which encroaches 12 feet into the required line of sight setback (2 feet into the required 61 foot average front yard setback).**
17. **TMJ Land, Inc., 500 West Terra Cotta Avenue - Annexation Public Hearing and approval of an Annexation Agreement, Rezoning upon Annexation and a Sign Variation to allow a setback of zero feet for a freestanding sign.**
18. **Jemco Properties LLC, 800, 801 and 824 Reiland Drive - Pre-Annexation Agreement Public Hearing and approval of a Pre-Annexation Agreement.**
19. **Forward Capital - Car Care Center, 4410 Northwest Highway – Final Plat of Subdivision to create a two lot subdivision, Variations from the setback requirements, creation of a lot without frontage along a public roadway, and deferral from the requirement to install sidewalk and bury overhead utility lines.**
20. **New Directions Recovery Services, 131 Ellsworth Street – Special Use Permit for a Group Dwelling.**
21. **Medtronic, 815 Tek Drive – Sign Variation request to allow two freestanding signs and two wall signs for a total of 262 square feet for a single tenant on a multi-tenant building.**
22. **Murphy Oil USA, 985 Central Park Drive – City Code Amendment to increase the number of Class “13” Liquor Licenses from the current permitted 22 licenses to 23 licenses.**
23. **Unified Development Ordinance (UDO) Text Amendment for Various Provisions of the UDO.**
24. **City Code Amendment regarding Open Burning regulations.**
25. **Resolution authorizing a Crystal Lake Watershed Stormwater Management Facilities Non-Residential Maintenance Plan, Grant of Easement and Funding Agreement for the Enterprise Rent-A-Car location at 487 Virginia Street.**
26. **Resolution authorizing a Supplemental Agreement to the City’s Lease with Union Pacific for the use of Railroad Property.**
27. **Resolution authorizing the Development of a Borrowing Plan for Special Service Area 46.**
28. **Resolution authorizing Suburban Purchasing Cooperative Contracts #129, 130, 152 and 154 Vehicle Purchase for 2016 Ford Interceptors, Ford Escape and Ford Fusion.**
29. **Council Inquiries and Requests.**
30. **Adjourn to Executive Session for the purpose of discussing matters of pending and probable litigation, the sale, purchase or lease of real property, collective bargaining, and personnel.**
31. **Reconvene to Regular Session.**
32. **Adjourn.**



Agenda Item No: 10a

**City Council
Agenda Supplement**

Meeting Date: August 2, 2016

Item: Pocketed Annexations – Referrals for Voluntary Annexation

Recommendation:

- 1) Motion to refer the Chicago Title Land Trust 4004149 (4616 Terra Cotta Avenue) and Chicago Title Land Trust 4004152 (4702 Terra Cotta Avenue) annexation requests to the August 17, 2016 Planning & Zoning Commission meeting for zoning consideration and to the September 6, 2016 City Council meeting for the annexation public hearing; and
- 2) Motion to continue the annexation meeting date for the Reinhardt property at 851 Reiland Drive, the Chicago Title Land Trust 4004149 property at 4616 Terra Cotta Avenue, and the Chicago Title Land Trust 4004152 property at 4702 Terra Cotta Avenue to the September 6, 2016 City Council meeting.

Staff Contact: Michelle Rentzsch, Director of Community Development

Background:

- As part of the Centennial Strategic Plan, the City Council identified a key strategy in development and reinvestment in the community by exploring annexation opportunities.

Pursue annexation of strategic properties in order to provide better realignment of corporate boundaries.

Key Factors:

- These commercial properties are completely surrounded by the City and could be involuntarily annexed.
- The City has been able to work with a number of property owners over the past years to get them to successfully annex with a voluntary petition. Because the City asked them, these following properties have voluntarily annexed to the City: Gary Reece (Heartland Cabinets), Smith Cartage, Blomsness Thebault, Athans Company, and Parrish and Querhammer Funeral Home are in the process.
- In July of 2016, the final letters were sent to the remaining 15 properties that have not voluntarily annexed to the City. As of Wednesday July 27th, nine of those properties have petitioned to annex. Of the remaining six properties, two were involuntarily annexed (Christensen and JLZ) at the last City Council meeting and the final four (D'Andrea

Banquets, Overly, Harms, and Reinhardt) have either never responded to the City's communications, have contacted us and do not wish to be annexed, or are okay with being involuntarily annexed.

Benefits to annexing these completely surrounded parcels:

- Many of these annexations would secure the sales tax from the relevant businesses that benefit from being a part of the Crystal Lake community;
- These annexations would ensure that no additional billboards, cell towers, or other potential undesirable land uses be established on these lots internal to our community; and
- These final annexations would ensure parity for those property owners that voluntarily annexed when the City asked that of them.

This petitioner is requesting annexation of his properties. A summary of each property follows:

Chicago Title Land Trust 4004149 is a single 0.25-acre parcel located at 4616 Terra Cotta Avenue and improved with a bar (formerly known as Suds R Us and now named Whiskey Business), a billboard, and an electronic video sign.

Chicago Title Land Trust 4004152 is two parcels that total 2.72 acres located 4702 Terra Cotta Avenue and improved with a multi-tenant strip center and a vacant parcel along Reiland Drive

The petitioner respectfully requests that this item be referred to the specified Planning & Zoning Commission meetings for zoning consideration and the specified City Council meetings for the annexation public hearing.

As these parcels are now voluntarily annexing, the involuntary annexation meeting date needs to be continued to the appropriate City Council meeting to allow time for the voluntary annexations to be heard by the Planning and Zoning Commission for zoning consideration and then appear at the City Council meeting for annexation.

Votes Required to Pass: Simple majority vote (4 votes) necessary to a) continue consideration of annexation and b) refer a petition for zoning and annexation pursuant to 65 ILCS 5/7-1-13.

Banquets, Overly, Harms, and Reinhardt) have either never responded to the City's communications, have contacted us and do not wish to be annexed, or are amenable to being involuntarily annexed.

Benefits to annexing these completely surrounded parcels:

- Many of these annexations would secure the sales tax from the relevant businesses that benefit from being a part of the Crystal Lake community;
- These annexations would ensure that no additional billboards, cell towers, or other potential undesirable land uses be established on these lots internal to our community; and
- These final annexations would ensure parity for those property owners that voluntarily annexed when the City asked that of them.

This petitioner is requesting annexation of his properties. A summary of each property follows:

Chicago Title Land Trust 4004149 is a single 0.25-acre parcel located at 4616 Terra Cotta Avenue and improved with a bar (formerly known as Suds R Us and now named Whiskey Business), a billboard, and an electronic video sign.

Chicago Title Land Trust 4004152 is two parcels that total 2.72 acres located 4702 Terra Cotta Avenue and improved with a multi-tenant strip center and a vacant parcel along Reiland Drive

The petitioner respectfully requests that this item be referred to the specified Planning & Zoning Commission meetings for zoning consideration and the specified City Council meetings for the annexation public hearing.

As these parcels are now voluntarily annexing, the involuntary annexation meeting date needs to be continued to the appropriate City Council meeting to allow time for the voluntary annexations to be heard by the Planning and Zoning Commission for zoning consideration and then appear at the City Council meeting for annexation.

Votes Required to Pass: Simple majority vote (4 votes) necessary to a) continue consideration of annexation and b) refer a petition for zoning and annexation pursuant to 65 ILCS 5/7-1-13.



Agenda Item No: 10b

**City Council
Agenda Supplement**

Meeting Date: August 2, 2016

Item: Temporary Liquor License – Horizons for the Blind, 125 Erick Street, A103

Staff Recommendation: Motion to approve issuance of a Class “16” Temporary Liquor License to Horizons for the Blind

Staff Contact: Eric T. Helm, Deputy City Manager

Background:

The City has received a request from Horizons for the Blind, 125 Erick Street, A103, for the issuance of a Class “16” Temporary Liquor License in order to sell wine at their Wine Tasting fundraiser on October 7, 2016, at their facility from 5:00 p.m. – 11:00 p.m. The City Council previously granted a Temporary Liquor License for this event in 2015.

Section 329-5-P of the City Code permits the issuance of a Class “16” Temporary Liquor License for the retail sale of beer and wine for consumption upon the premises specified in the license where sold. The license shall be issued to not-for-profit corporations qualified to do business in the State of Illinois. The license shall be for a period not to exceed three (3) days, and shall be issued only for special events sponsored by the not-for-profit corporation requesting the license.

Attached for City Council review is a copy of all support documentation regarding this request.

Votes Required to Pass:

Simple majority



Agenda Item No: 10c

**City Council
Agenda Supplement**

Meeting Date:

August 2, 2016

Item:

Temporary Liquor License – Crystal Lake Teen Center (aka The BREAK), 6292 Northwest Highway

Staff Recommendation:

Motion to approve issuance of a Class “16” Temporary Liquor License to the Crystal Lake Teen Center

Staff Contact:

Eric T. Helm, Deputy City Manager

Background:

The City has received a request from the Crystal Lake Teen Center (aka The BREAK), 6292 Northwest Highway, for the issuance of a Class “16” Temporary Liquor License in order to sell beer and wine at their Oktoberfest Fundraiser at Main Beach on Crystal Lake on Saturday, September 17, 2016 from 6:00 p.m. to 10:00 p.m. At their June 16, 2016 meeting, the Park District Board approved the request to hold the fundraiser at Main Beach. The City Council previously granted a Temporary Liquor License for this event in 2013, 2014 and 2015.

Section 329-5-P of the City Code permits the issuance of a Class “16” Temporary Liquor License for the retail sale of beer and wine for consumption upon the premises specified in the license where sold. The license shall be issued to not-for-profit corporations qualified to do business in the State of Illinois. The license shall be for a period not to exceed three (3) days, and shall be issued only for special events sponsored by the not-for-profit corporation requesting the license.

Attached for City Council review is a copy of all support documentation regarding this request.

Votes Required to Pass:

Simple majority



Agenda Item No: 10d

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	August 2, 2016
<u>Item:</u>	The Quarry Temporary Use Permit request to allow mobile food vendor.
<u>Recommendation:</u>	Motion to approve the issuance of a Temporary Use Permit for The Quarry to allow a mobile food vendor, pursuant to the recommended conditions below.
<u>Staff Contact:</u>	Michelle Rentzsch, Director of Community Development

Background: The Quarry and one mobile food vendor have applied for a Temporary Use Permit (TUP) approval to allow for the temporary use of a food vendor for various dates at The Quarry portion of the Three Oaks Recreation Area at 5517 Northwest Highway.

The Cookout on Wheels is the mobile food vendor that would like to be on-site on various dates from August through May of 2017.

Section 2-500.8 of the UDO (UDO regulations attached) allows up to six mobile vendors of which three may be food vendors which may be issued administratively by the Director of Community Development. The TUP is issued for a period of one year effective from May 1 through April 30. TUP requests beyond the limits defined in the UDO must be reviewed and approved by the City Council. Currently, there are three mobile food vendors who have received administrative approval as well as five mobile food vendors who have received approval from City Council – all of them for Crystal Lake Brewing.

If approved, the following conditions are recommended:

1. These Temporary Use Permit shall be valid for The Cookout on Wheels mobile food truck at The Quarry at Three Oaks Recreation Area at 5517 Northwest Highway from August 3, 2016 to May 31, 2017. The location of the mobile food trucks will be located in the parking area of The Quarry.
2. The point of sale shall be noted as Crystal Lake for sales tax. Provide a copy of your vendor's Illinois Business Tax (IBT) number to Community Development prior to opening.
3. Provide a copy of McHenry County Health Department certificate/approval prior to opening.
4. Any junk or debris that may be created by the mobile food truck shall be cleaned up on the continuing basis. Waste materials need to be stored in approved containers away from the mobile unit, such as in The Quarry dumpster.

5. The indicated location for the mobile food truck is acceptable. Ensure that a 20-foot access for emergency vehicles to gain access to the building, fire hydrants, and Fire Department Connection is maintained.
6. All mobile food trucks shall have an annual inspection by the Fire Prevention Bureau prior to use within the City. Contact the Fire Prevention Bureau at 815-356-3640 ext 4147 to schedule the inspection.
7. The heat source used in the mobile food truck was not indicated (LP gas or electric). If LP gas is used the following conditions exist:
 - A. Cooking/warming equipment shall be in good working condition and cleaned of grease or other combustible material.
 - B. Portable LP gas containers, piping, valves and fittings which are located outside and are being used to fuel equipment shall be adequately protected to prevent tampering, damage by vehicles or other hazards and shall be located in an approved location. Portable LP gas containers shall be securely fastened in place by use of an approved method to prevent unauthorized movement, tipping, or regulator damage.
 - C. Fittings, valves, and hoses used with LP equipment shall be maintained in good working condition. When, in the opinion of the Fire Code Official, an unsafe condition exists with the fitting, valve, or hose used by the equipment, it shall be replaced or the equipment shall not be used.
 - D. LP containers shall be stored within a suitable enclosure or otherwise protected against tampering.
8. A Type I hood shall be installed at or above all commercial cooking appliances and domestic cooling appliances used for commercial purposes that produce grease-laden vapors. 2006IFC Section 609.2.
9. Combustible materials shall be kept a minimum of three feet from cooking appliances.
10. Provide a fire extinguisher of minimum size 2A10BC in the cooking area. Cooking equipment involving vegetable or animal oils and fats shall be protected by a Class K rated portable fire extinguisher. 2006 IFC Section 904.11.5.

The applicant has been made aware of these recommended conditions and advised to attend the August 2, 2016, City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 11

**City Council
Agenda Supplement**

Meeting Date:

August 2, 2016

Item:

The Quinton Aaron Foundation Shoreline Fishing Derby at Three Oaks Recreation Area

Staff Recommendation:

1. Motion to approve The Quinton Aaron Foundation request to conduct a shoreline fishing derby at Three Oaks Recreation Area on Friday, September 16, 2016.
2. Motion to approve a request to waive parking fees for non-resident participants of the fishing derby for those who have purchased fishing derby tickets in advance.
3. Motion to approve a request to reduce the Pavilion A rental fee to that of a resident.

Staff Contact:

Brad Mitchell, Assistant to the City Manager

Background:

The Quinton Aaron Foundation is requesting to conduct a shoreline fishing derby at Three Oaks Recreation Area on Friday, September 16, 2016 from 5:00 p.m. to 8:00 p.m. The Quinton Aaron Foundation was founded in 2012 by Quinton Aaron, the actor who played Michael Oher in the hit movie "The Blind Side". The Quinton Aaron Foundation is a not-for-profit organization, and is expected to have their 501c3 status finalized prior to this event. The Petitioner will forward to City staff their 501c3 paperwork as soon as it is available. The mission of The Quinton Aaron Foundation is to provide hope, encouragement, confidence and resources to children on the brink of suicide or battling the damaging effect on self-esteem and confidence caused by the actions or words of others. The purpose of the derby is not only to raise funds for The Quinton Aaron Foundation to support their outreach programs, but also to raise awareness of the bullying epidemic. It is anticipated that there will be approximately 100 participants.

Below are details regarding the shoreline fishing derby:

- The derby will take place from 5:00 p.m. to 8:00 p.m., with awards and prize distributions taking place immediately following.
- Pavilion A will be the derby headquarters, and the Peninsula (West) Trail will be used for the competition, with the East Trail reserved should it be needed.
- Ticket price will be \$30.00 per adult and \$15.00 per child under 16 with a paying adult.
- The Quinton Aaron Foundation will also hold a silent auction. The Quinton Aaron Foundation will complete the City of Crystal Lake Raffle Permit Application through the City Manager's Office.

The Petitioner also respectfully requests a waiver of parking fees for participants that have purchased tickets in advance. The City Council has approved a similar request for the Crystal Lake Angler's Fishing Derbies held at the Three Oaks Recreation Area.

In addition, since the Petitioner is an organization outside of Crystal Lake, the fee for rental of Pavilion A will be that of a non-resident. The Petitioner is requesting that the Pavilion A rental fee be that of a resident. Below summarizes the fees that would be charged for rental of Pavilion A if the City Council approves this request.

<i>PAVILION A</i>	<u>Fee</u>	<u>Deposit</u>	<u>Total</u>
Resident	\$110	\$100	\$210
Non-Resident	\$200	\$100	\$300

In summary, The Quinton Aaron Foundation is requesting the following:

1. Conduct shoreline fishing derbies on Friday, September 16, 2016.
2. Waiver of parking fee for non-resident participants who purchase tickets in advance of each fishing derby.
3. Rental fee for Pavilion A to be reduced to that of a resident.

Attached is the request letter from The Quinton Aaron Foundation. The Petitioner will be in attendance at the August 2, 2016 City Council meeting.

Votes Required to Pass:

Simple majority vote of the City Council



Agenda Item No: 12

**City Council
Agenda Supplement**

Meeting Date: August 2, 2016

Item: REPORT OF THE PLANNING & ZONING COMMISSION
Crystal Lake Senior Residences

Request: Special Use Permit for a retirement community.

Petitioner: Tom Brantley, petitioner
295 Pathway Court

PZC Recommendation: To approve the PZC recommendations and adopt an ordinance granting the Special Use Permit for the Crystal Lake Senior Residences, a Continuing Care Retirement Community without nursing facilities at 295 Pathway Court.

Staff Contact: Michelle Rentzsch, Community Development Director

Background:

- When Immanuel Lutheran went through their subdivision process, there was discussion that the connection from Teckler Boulevard was needed to cross the railroad tracks and connect to Main Street at Congress Parkway. In 2007, City Council made the determination that each lot could come forward with their development proposal prior to the roadway construction. City staff is currently working on an action plan for City Council's consideration for these improvements.
- Condition #8 offers two ideas for language to address the outstanding obligation for this property to contribute to the railroad project. Condition 8A has been provided by the petitioner and would grant a waiver for the lot in question from any obligation to pay their proportionate share for the railroad project; transferring this obligation to the remaining lots in the ILC Subdivision. Condition 8B is language suggested by staff that offers a mechanism for payment over 20 years, which would be a special service area.
- The site is Lot 3, a 6-acre-lot, and was created as part of the Immanuel Lutheran subdivision. As part of that subdivision, a traffic study was commissioned that planned for a 120-unit senior living development on this parcel. An update to this traffic study has been completed and is attached with this packet.

- The building has been designed to appear very residential in character with a pitched roof with several dormers, residential style siding, and large windows. The petitioner has made some changes to the south elevation to address the Planning and Zoning Commission's concerns. The architecture meets the UDO Design Standards.

PZC Highlights:

- The Planning and Zoning Commission (PZC) liked the project and believe there is a need for this type of use in the community.
- The PZC wanted some additional architectural details on the south elevations. The petitioner has added some vertical banding and windows to address this concern.
- The PZC reviewed the Findings of Fact and found that this petition meets the criteria.

The PZC recommended **approval (5-0)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Gardner Capital, received 05/16/16)
 - B. Project Narrative (Gardner Capital, received 05/16/16)
 - C. Plat of Survey (Smith Engineering, dated 11/21/85, received 06/16/16)
 - D. Site Plan (Site Design Group, dated 05/13/15, received 05/16/16)
 - E. Landscape Plan (Harley Ellis Devereaux, dated 02/27/15, received 06/16/16)
 - F. Elevations (Harley Ellis Devereaux, dated 02/27/15, received 06/16/16)
 - G. Engineering Plans (Manhard, dated 05/13/16, received 05/16/16)
 - H. Stormwater Narrative (Manhard, dated 05/13/16, received 05/16/16)
 - I. Traffic Study Memo (CivilTech, dated 06/09/16, received 06/09/16)
2. Provide a Plat of Easement for the east/west walking path along the north side of the property.
3. An emergency access shall be provided between the parking lot area and Sunset Terrace.
4. The petitioner shall provide the necessary information to comply with Chapter 595 of the City Code for stormwater review.
5. Any tree removal requires replacement and shall comply with the standards in the UDO.
6. When the Immanuel Lutheran subdivision was approved a condition of approval stated, "Prior to any development approval of Lots 1, 2 or 3, the Congress Parkway connection will be secured as a public right-of-way. All of the benefited properties within the subdivision will pay their proportional fair share of the improvements." Being a benefited property, this lot is responsible for its fair share of the improvements required in this area, which may include roadway and intersection improvements, railroad line removal and relocation and the creation of a new rail storage yard.

7. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments, the City's Traffic Consultant and of the City's Stormwater Consultant.

8A. The owner acknowledges that the City is pursuing the relocation of certain railroad lines abutting the Property (the "Railroad Relocation Project"). Pursuant to the City Council conditional approval of the Immanuel Lutheran Subdivision (the "Subdivision"), the owner of the Property is required to pay its proportional fair share of the costs of the Railroad Relocation Project, which will benefit the Property and help to reduce the impacts of the development of the Property upon the surrounding area. The owner agrees to cooperate with the City in establishing a fair allocation of the costs of the Railroad Relocation Project, including owner's participation in any special service area (SSA) that may be established to help pay for the costs associated with the Railroad Relocation Project. For any SSA, the owner reserves the right to review the final costs and methodology utilized to determine the allocation of financial obligation. (Added by staff)

8B. When the Immanuel Lutheran Subdivision was approved a condition of approval stated, "Prior to any development approval of Lots 1, 2, or 3, the Congress Parkway connection will be secured as public right-of-way. All the benefited properties within the subdivision will pay their proportional fair share of the improvements." That condition shall remain in place, however, if Lot 3 is developed by the Petitioner consistent with the Special Use Permit granted herein, in light of the minimal traffic that the use will generate, the obligation for Lot 3 to pay a proportionate fair share of public right-of-way improvements referred to above is waived as a condition of this approval. (Suggested by petitioner)

Votes Required to Pass: A simple majority vote.

DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT
AT 295 PATHWAY COURT**

WHEREAS, pursuant to the terms of a Petition (File #2016-19) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Special Use Permit to allow a Continuing Care Retirement Community without nursing facilities for the property located at 295 Pathway Court; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on May 17, 2016 in the Northwest Herald, held a public hearing at 7:30 p.m., on June 1, 2016 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit; and

WHEREAS, on June 15, 2016, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Special Use Permit be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2016-19, dated as of June 16, 2016; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Special Use Permit be issued as requested in said Petition.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

Section I: That a Special Use Permit be issued to allow a Continuing Care Retirement Community without nursing facilities for the property commonly known as 295 Pathway Court (19-05-281-001), Crystal Lake, Illinois.

Section II: Said Special Use is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Gardner Capital, received 05/16/16)
 - B. Project Narrative (Gardner Capital, received 05/16/16)
 - C. Plat of Survey (Smith Engineering, dated 11/21/85, received 06/16/16)
 - D. Site Plan (Site Design Group, dated 05/13/15, received 05/16/16)
 - E. Landscape Plan (Harley Ellis Devereaux, dated 02/27/15, received 06/16/16)
 - F. Elevations (Harley Ellis Devereaux, dated 02/27/15, received 06/16/16)
 - G. Engineering Plans (Manhard, dated 05/13/16, received 05/16/16)
 - H. Stormwater Narrative (Manhard, dated 05/13/16, received 05/16/16)
 - I. Traffic Study Memo (CivilTech, dated 06/09/16, received 06/09/16)

2. Provide a Plat of Easement for the east/west walking path along the north side of the property.

3. An emergency access shall be provided between the parking lot area and Sunset Terrace.

4. The petitioner shall provide the necessary information to comply with Chapter 595 of the City Code for stormwater review.

5. Any tree removal requires replacement and shall comply with the standards in the UDO.

6. When the Immanuel Lutheran subdivision was approved a condition of approval stated, "Prior to any development approval of Lots 1, 2 or 3, the Congress Parkway connection will be secured as a public right-of-way. All of the benefited properties within the subdivision will pay their proportional fair share of the improvements." Being a benefited property, this lot is responsible for its fair share of the improvements required in this area, which may include roadway and intersection improvements, railroad line removal and relocation and the creation of a new rail storage yard.

7. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments, the City's Traffic Consultant and of the City's Stormwater Consultant.

8. The City is pursuing the relocation of certain railroad lines abutting the Property (the "*Railroad Relocation Project*") that will benefit the Property and help to improve the utilization, value of and access to and from the Property. Because the value of the Railroad Relocation Project will benefit the Property, the City will establish a fair allocation of the costs of the Railroad Relocation Project, including through inclusion of the Property in any special service area (SSA) that may be established to help pay for the costs associated with the Railroad Relocation Project. For any SSA, nothing herein affects right accorded by law.

Section III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the issuance of a Special Use Permit in accordance with the provisions of this Ordinance, as provided by law.

Section IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this 2nd day of August, 2016.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: August 2, 2016

Approved: August 2, 2016



Agenda Item No: 13

**City Council
Agenda Supplement**

-
- Meeting Date:** August 2, 2016
- Item:** Arising Church– 211 N. Virginia Street
- Request:**
1. Rezoning from B-2 General Commercial to O Office district;
 2. Special Use Permit for a religious establishment;
 3. Variations from
 - a) Article 4-900 Design Standards to allow improvements to the exterior elevations that do not meet the commercial design standards; and
 - b) Article 4-1000 to allow two wall signs, a variation of one sign.
- Petitioner:** Mark Saladin, attorney, on behalf of Arising Church, petitioner
- PZC Recommendation:** To approve the PZC recommendation and adopt an ordinance granting the rezoning from B-2 to O Office district, a special use permit for a religious establishment and variations from the commercial design standards and sign criteria at 211 N. Virginia Street.
- Staff Contact:** Michelle Rentzsch, Community Development Director

Background:

- Existing Use: The property is the former Westlane Bowling Alley and has been vacant for a number of years. The petitioner would like to purchase the property and make improvements to allow the church to locate at the property.
- The property has remained vacant for greater than 5 years and the current property owner, American Community Bank, supports the petitioner and their request.

Key Factors:

- Request: The petitioner is requesting to rezone the subject property to O- Office, a Special Use Permit for a religious establishment, a variation from Article 4-900 Design Standards, to allow improvements to the exterior elevations and a variation from Article 4-100 to allow two wall signs.

- The petitioner would complete the renovations in phases that would span 1-2 years. The first phase would include fixing the fence along the residential properties, improving the parking lot and bringing the building up to city codes.
- The petitioner would use the property on Sundays for service and Friday for youth group. During the week the church members meet in small groups at various members' homes.

PZC Highlights:

- The PZC felt that office zoning would be appropriate for the area.
- The PZC asked about required parking. The petitioner stated that they have approached a neighboring office use about leasing their 20 parking spaces in case additional parking is needed as they grow.
- The PZC asked about the access points for the property. The subject property is accessible from Route 176 via a cross access agreement with the property to the north and has a right-in/right-out access on Route 14.
- The PZC asked if there were still a pole sign on the property and if the petitioner would use it. The petitioner does plan to use the existing pole sign.
- The PZC members felt the Findings of Fact had been met.

The PZC voted to **approve (6-0)** the request for rezoning to the O Office district. The PZC voted to **approve (6-0)** the request for a Special Use Permit for a religious establishment. The PZC voted to **approve (5-1)** the request for a variation from the commercial design standards to allow improvements to the exterior façade and a variation from the sign criteria to allow two wall signs, the result was a **positive recommendation** with the following conditions:

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application (Zanck, Coen, Wright & Saladin, P.C., dated 05/18/16, received 05/23/16)
 - B. Elevations (ALA, dated 03/21/16, received 06/25/16)
 - C. Floor Plan (ALA, dated 06/17/16, received 06/27/16, edited by City Staff 7/15/16)
 - D. Survey (Condon, dated 12/12/05, received 05/23/16)
 - E. Parking Plan (City Staff, dated 7/13/16)
2. The petitioner will meet the Crystal Lake Watershed requirements for the additional impervious surface area.
3. The UDO minimum parking space requirements will be met, if the church grows, additional parking spaces will be required.
4. The petitioner shall comply with all of the requirements of the Community Development, Police, Fire Rescue and Public Works Departments.

Votes Required to Pass:

A simple majority vote.

DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING REZONING, SPECIAL USE
PERMIT, AND VARIATIONS
AT 211 N. VIRGINIA STREET**

WHEREAS, pursuant to the terms of a Application (File #2016-21) before the Crystal Lake Planning and Zoning Commission, the Applicant has requested Rezoning from B-2 General Commercial to O Office; Special Use Permit for a religious establishment; and Variations from: A. Article 4-900 Design Standards to allow improvements to the exterior elevations that do not meet the commercial design standards; and B. Article 4-1000 to allow two wall signs, a variation of one sign at 211 N. Virginia Street; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on July 4, 2016 in the Northwest Herald, held a public hearing at 7:30 p.m., on July 20, 2016 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed rezoning; and

WHEREAS, on July 20, 2016, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed rezoning be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2016-21, dated as of July 21, 2016; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Rezoning, Special Use Permit and Variations be granted as requested in said Application.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

Section I: That the following described property is granted rezoning from B-2 General Commercial to O Office district; a Special Use Permit for a religious establishment; and Variations from: A. Article 4-900 Design Standards to allow improvements to the exterior elevations that do not meet the commercial design standards; and B. Article 4-1000 to allow two wall signs, a variation of

one sign at the property legally described as follows:

Lot 2 in Growmark Subdivision, being a Subdivision of part of the Southeast Quarter of Section 31, Township 44 North, Range 8 East of the Third Principal Meridian, according to the Plat thereof recorded November 9, 1984 as Document No. 895231, in McHenry County, Illinois.

commonly known as 211 N. Virginia Street (14-31-401-032), currently under development in Crystal Lake, McHenry County, Illinois.

Section II: Said Special Use Permit and Variations are issued with the following conditions:

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:

- A. Application (Zanck, Coen, Wright & Saladin, P.C., dated 05/18/16, received 05/23/16)
- B. Elevations (ALA, dated 03/21/16, received 06/25/16)
- C. Floor Plan (ALA, dated 06/17/16, received 06/27/16, edited by City Staff 7/15/16)
- D. Survey (Condon, dated 12/12/05, received 05/23/16)
- E. Parking Plan (City Staff, dated 7/13/16)

2. The petitioner will meet the Crystal Lake Watershed requirements for the additional impervious surface area.

3. The UDO minimum parking space requirements will be met, if the church grows, additional parking spaces will be required.

4. The petitioner shall comply with all of the requirements of the Community Development, Police and Fire Rescue Departments.

Section II: That the City Clerk be and is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the granting Rezoning, Special Use Permit and variations in accordance with the provisions of this Ordinance, as provided by law.

Section III: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this 2nd day of August, 2016.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: August 2, 2016

Approved: August 2, 2016



Agenda Item No: 14

**City Council
Agenda Supplement**

Meeting Date: August 2, 2016

ANNEXATION PUBLIC HEARING

Item: Parrish Annexation

Requests:

- 1) Rezoning upon annexation to W- Watershed district, and
- 2) Special Use Permit for outdoor storage of materials and equipment.

Petitioner: Joe Gottemoller on behalf of the Robert E. Parrish Trust & Mary Rita Trust, 650 ½ W. Terra Cotta Ave

Recommendation: Motion to:

- 1) Adopt an ordinance authorizing execution of the annexation agreement.
- 2) Adopt the annexation ordinance.
- 3) Approve the Planning and Zoning Commission recommendations and adopt an ordinance for rezoning upon annexation to the W- Watershed district and granting a special use permit for outdoor storage for the property located at 650 ½ W. Terra Cotta Avenue.

Staff Contact: Michelle Rentzsch, Community Development Director

Background:

Existing Use: The property is currently improved with two businesses, a major auto and truck repair business and its ancillary outdoor storage of vehicles, equipment and materials and a cement form businesses.

History: This property is a county island, surrounded by the City. City staff contacted the property owner and encouraged them to file an application for annexation.

Key Factors:

- The petitioner is requesting to zone the property W- Watershed district upon annexation and a special use permit for outdoor storage of equipment and materials for the associated auto repair and cement form businesses.
- The petitioner is requesting the property be zoned W- Watershed with M- Manufacturing district standards and manufacturing uses permitted; to allow the continued use of the site.
- The property is connected to city water.

PZC Highlights:

- The PZC stated the Findings of Fact have been met.

The Planning and Zoning Commission recommended **approval (6-0)** of the petitioner's request with the following conditions of approval:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Gottmoller, received 06/15/16)
 - B. Petition to Annex (Gottmoller, received 06/15/16)
 - C. Petition to Zone (Gottmoller, received 06/15/16)
2. The current address of 650 ½ W. Terra Cotta Ave does not conform to the City address ordinance and should be changed to a Dearborn Court address.
3. The petitioner shall comply with all the watershed requirements and would need to take precautions to ensure any outdoor storage would not contaminate the surface and ground water that flows to the lake, including, but not limited to, using mats under any leaking vehicles and not storing any hazardous materials on site.
4. The petitioner shall comply with the requirements of the Community Development Department, Public Works, Police and Fire Rescue Departments.

The draft annexation agreement is attached. The petitioner requests the annexation agreement to be a 10-year agreement and that the existing conditions be accepted for the term of the agreement. This document has been reviewed by an attorney and staff and is an acceptable format.

Votes Required to Pass: A super majority vote (5 votes) is required to approve the annexation agreement.

DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

**AN ORDINANCE AUTHORIZING THE EXECUTION
OF AN ANNEXATION AGREEMENT**

WHEREAS, Robert E. Parrish Revocable Trust Dated August 13, 2002 and Mary Rita Parrish Revocable Trust Dated August 13, 2002 (hereinafter, "the Owner") is the record title owner of a certain tract of land located in Nunda Township in unincorporated McHenry County, Illinois, and legally described in Exhibit A attached hereto and by this reference incorporated herein and made a part hereof (the "Subject Property"); and

WHEREAS, there are no electors residing on the subject property; and

WHEREAS, the Subject Property consists of approximately 0.5 acres and is depicted on the plat of annexation attached as Exhibit B attached hereto (the "Plat of Annexation"); and

WHEREAS, the Subject Property is contiguous to the corporate limits of the City and is not within the corporate limits of any municipality; and

WHEREAS, the Owner desires and proposes to have the Subject Property annexed to the City of Crystal Lake pursuant to and in accordance with the provisions of Section 7-1-8 of the Illinois Municipal Code (the "Annexation"); and

WHEREAS, prior to approval of the Annexation, the City and the Owner desire to establish by agreement terms for the Annexation of the Subject Property; and

WHEREAS, pursuant to the provisions of Section 11-15.1-1 *et seq.* of the Illinois Municipal Code, a proposed annexation agreement, in substance and form substantially the same as the agreement attached hereto as Exhibit C, was submitted to the Corporate Authorities of the City of Crystal Lake and, pursuant to notice published in the Northwest Herald on July 18, 2016, as provided by statute, a public hearing was held thereon by the Corporate Authorities commencing on August 2, 2016.

WHEREAS, the Mayor and City Council of the City of Crystal Lake have found and determined that it is in the best interests of the City that an annexation agreement with the Owner be approved and the execution and attestation of such agreement be authorized;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, MCHENRY ILLINOIS, AS FOLLOWS:

SECTION I: The foregoing recitals are incorporated as though fully set forth herein.

SECTION II: That the Mayor be and he is hereby authorized and directed to execute, and the City Clerk is directed to attest, the Annexation Agreement, a copy of which is attached hereto and made a part hereof as Exhibit C

SECTION III: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

AYES:

NAYS:

ABSENT:

PASSED this 2nd day of August, 2016.

APPROVED by me this 2nd day of August, 2016.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: August 2, 2016
Approved: August 2, 2016



Agenda Item No: 15

**City Council
Agenda Supplement**

Meeting Date: August 2, 2016

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Matt's Carwash

Request:

1. Preliminary and Final Planned Unit Development and Special Use Permit for a carwash.
2. Final PUD Amendment to remove condition 2F from Ordinance #5917 restricting a free-standing sign on this property.
3. Variations from:
 - a. Parking lot islands – to allow 15 parking spaces in a row without an interior landscape island (Article 4-400 F1).
 - b. Front yard setback – to allow 60 feet along Route 31 from the required 80 feet, a variation of 20 feet (Article 3-300).

Petitioner: Matt Speiser, petitioner
1165 S. Route 31

PZC Recommendation: To approve the PZC recommendations and adopt an ordinance granting the Final Planned Unit Development, Special Use Permit, Final PUD Amendment and Variations for Matt's Carwash at 1165 S. Route 31.

Staff Contact: Michelle Rentzsch, Community Development Director

Background:

- This site is a vacant outlot in front of the Wal-Mart Super Center.
- Matt's Carwash is a fast, automatic carwash. The vehicles line up in three lanes to purchase and pay for the carwash service. They then stack into the drive lane and will enter the wash tunnel.
- Additional services are provided including free vacuums and interior cleaning supplies for purchase.
- There is a staff attendant on-site to monitor everything.

- The building has been designed to meet the Design Standards in the UDO.
- Matt's Carwash originally requested three variations, but the Planning and Zoning Commission did not approve the variation for the wall signage. **The petitioner has made the changes to the wall signage to meet the UDO requirements. The revised plans are included in the packet.**

PZC Highlights:

- The Planning and Zoning Commission (PZC) responded to the petitioner's concern over the sidewalk installation around the site. The PZC confirmed that the sidewalk should only be constructed on the east side of the property, but one is not needed on the south side, due to the existing sidewalk adjacent to the Chase Bank site.
- The PZC reviewed the Findings of Fact and found that this petition meets the criteria.

The PZC recommended **approval (5-1)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Speiser, received 05/16/16)
 - B. Site Plan (arsa, undated, received 05/31/16)
 - C. Elevations (arsa, dated 05/25/16, received 05/31/16)
 - D. Site Renderings (arsa, dated 05/26/16, received 05/31/16)
 - E. Landscape Plan (Upland Design, dated 05/23/16, received 05/31/16)
 - F. Sign Plans (Olympic Signs, dated 05/24/16, received 05/31/16)
 - G. Engineering Plans (M. Gingerich, Gereaux, dated 05/10/16, received 05/31/16)
2. Site:
 - A. Sidewalk is required around the perimeter of the site. An easement may be required to provide for the sidewalk. If so, a plat of easement shall be prepared. Work with staff to properly locate the necessary sidewalk improvements.
3. Elevations
 - A. The metal roof shall be a compatible color with the other roofs in the shopping center including the Central Park retail buildings, Wal-Mart and the Chase Bank. Work with staff to select a compatible color.
4. Landscape:
 - A. Add foundation base landscape around the entire building, only areas with the direct perpendicular sidewalk connection to a door are exempt.
 - B. Landscape is required around the free-standing sign at 1 square foot per square foot of signage.
5. Signs:
 - A. Reduce the size of the signs to meet the requirements of the UDO including not more than 75 square feet per one elevation and not more than 150 square feet in total wall signage.

- B. All site and building signage shall meet the requirements of the UDO.
- 6. All mechanical equipment including roof mounted equipment must be screened per the UDO.
- 7. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.

Votes Required to Pass: A simple majority vote.

DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A FINAL PLANNED UNIT DEVELOPMENT, A SPECIAL USE PERMIT, A FINAL PUD AMENDMENT AND VARIATIONS FOR 1165 S. IL ROUTE 31

WHEREAS, pursuant to the terms of the Petition (File #2016-24) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Preliminary and Final Planned Unit Development, a Special Use Permit for a carwash and Final Planned Unit Development Amendment to amend Condition #2F from Ordinance 5917 to allow a free-standing sign on this property and Variations from: A. Article 4-400 F1 to allow 15 parking spaces in a row without an interior landscape island; and B. Article 3-300 to allow a front yard setback of 60 feet along Route 31 from the required 80 feet, a variation of 20 feet for Matt’s Car Wash; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on June 21, 2016 in the Northwest Herald, held a public hearing at 7:30 p.m., on July 6, 2016 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Preliminary and Final Planned Unit Development, Final Planned Unit Development Amendment, Special Use Permit, and Variations; and

WHEREAS, on July 6, 2016, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Preliminary and Final Planned Unit Development, Final Planned Unit Development Amendment, Special Use Permit, and Variations be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2016-24, dated as of July 7, 2016; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the proposed Preliminary and Final Planned Unit Development, Final Planned Unit Development Amendment, Special Use Permit, and Variations be granted as requested in said Petition,

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That a Preliminary and Final Planned Unit Development, a Special Use Permit for a carwash and Final Planned Unit Development Amendment to amend Condition #2F from Ordinance 5917 to allow a free-standing sign on this property and Variations from: A. Article 4-400 F1 to allow 15 parking spaces in a row without an interior landscape island; and B. Article 3-300 to allow a front yard setback of 60 feet along Route 31 from the required 80 feet, a variation of 20 feet for the property located at 1165 S. IL Route 31 (19-15-203-004), Crystal Lake, Illinois.

SECTION II: That the approval be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:

- A. Application (Speiser, received 05/16/16)
- B. Site Plan (arsa, undated, received 06/24/16)
- C. Elevations (arsa, dated 05/25/16, received 06/24/16)
- D. Site Renderings (arsa, dated 05/26/16, received 05/31/16)
- E. Landscape Plan (Upland Design, dated 05/23/16, received 05/31/16)
- F. Sign Plans (Olympic Signs, dated 05/24/16, received 06/24/16)
- G. Engineering Plans (M. Gingerich, Gereaux, dated 05/10/16, received 05/31/16)

2. Site:

- A. Sidewalk is required around the perimeter of the site. An easement may be required to provide for the sidewalk. If so, a plat of easement needs to be provided for City review. Work with staff to properly locate the necessary sidewalk improvements.

3. Elevations

- A. The metal roof shall be a compatible color with the other roofs in the shopping center including the Central Park retail buildings, the Wal-Mart and the Chase Bank. Work with staff to select a compatible color.

4. Landscape:

- A. Add foundation base landscape around the entire building, only areas with the direct perpendicular sidewalk connection to a door are exempt.
- B. Landscape is required around the free-standing sign at 1 square foot per square foot of signage.

5. Signs:

- A. Reduce the size of the signs to meet the requirements of the UDO including not more than 75 square feet per one elevation and not more than 150 square feet in total wall signage.
- B. All site and building signage shall meet the requirements of the UDO.

6. All mechanical equipment including roof mounted equipment must be screened per the UDO.

7. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.

SECTION III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the granting of the Preliminary and Final PUD, Special Use Permit, Final PUD Amendment and Variations in accordance with the provisions of this Ordinance, as provided by law.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this 2nd day of August, 2016.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: August 2, 2016
Approved: August 2, 2016



Agenda Item No: 16

**City Council
Agenda Supplement**

Meeting Date: August 2, 2016

Item: REPORT OF THE PLANNING & ZONING COMMISSION
Frey

Request: Simplified Residential Variation to construct a screen porch and deck, which extends 12 feet from the house, an encroachment of 12 feet into the required line of sight setback (2 feet into the required 61-foot average front yard setback).

Paula Frey
1083 North Shore Drive

PZC Recommendation: Motion to approve the PZC recommendations and adopt an ordinance granting the variation for 1083 North Shore Drive.

Staff Contact: Michelle Rentzsch, Community Development Director

Background:

- The property was part of a larger lot that was 100 feet wide by 164 feet deep. The owner, at that time, requested a subdivision to create two non-conforming lots. As a condition of the subdivision, both new houses constructed on the two lots needed to meet a line of sight setback, which was based on the two adjacent dwellings at 1089 and 1075 North Shore Drive.

Key Factors:

- Request: The property in question currently has a 4-foot porch off the rear of the house. The petitioner would like to construct a 12-foot deck and screen porch.
- Requirement: Condition 1 of Ordinance #5723 adopted a line of sight limit between the two adjacent houses on either side of the two newly created lots. One of the noted properties, the house to the west at 1089 North Shore, has been demolished, which the petitioner argues makes the Ordinance restriction void.
- UDO Standard: The UDO requires that an average of the setbacks of the adjacent properties totaling 400 feet. The average setback is 61 feet. The proposed screen porch would only require a 2-foot variation (please see the attached exhibit map).

PZC Highlights:

The following discussion took place during the Planning and Zoning Commission hearing:

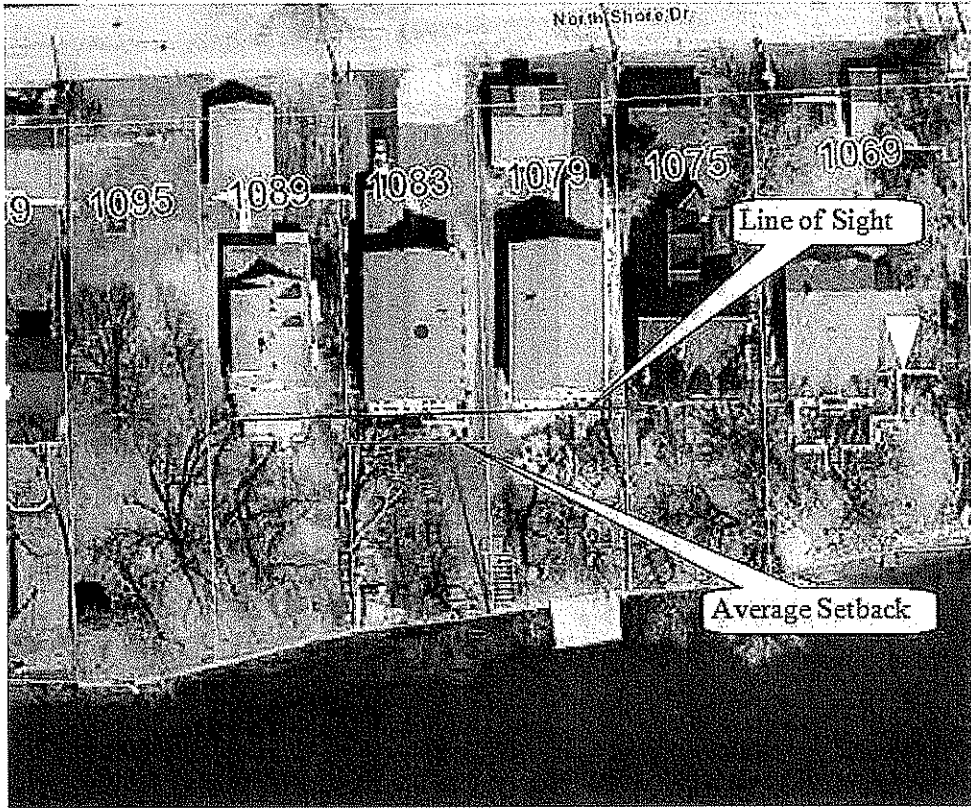
- The Planning and Zoning Commission (PZC) reviewed Ordinance #5723, which created the condition adopting the line of sight restriction for this lot and the adjacent lot. It was discussed that City Council should repeal this Ordinance prior to the PZC reviewing the variation, which would only be 2 feet into the average setback.
- The PZC felt the petition met all of the standards for the Variation.

The Planning and Zoning Commission recommended **approval (5-1)** of the petitioners' request.

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Frey, received 06/14/16)
 - B. Plat of Survey (McKiernan, dated 04/27/16, received 06/14/16)
 - C. Architectural Plans (Dated 05/20/16, received 06/14/16)
2. Ordinance No. 5723 shall no longer be applicable to this property.
3. The open deck portion shall remain open and cannot contain a roof, pergola, trellis, sides or become enclosed.
4. The petitioner shall address all of the review comments and requirements of Community Development Department.

Votes Required to Pass:

A simple majority vote



DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A VARIATION
AT 1083 NORTH SHORE DRIVE**

WHEREAS, pursuant to the terms of the Application (File #2016-17) before the Crystal Lake Planning and Zoning Commission, the Applicant has requested the granting of a Simplified Residential Variation from Article 3-300 B3 to allow a 12-foot encroachment into the required front yard setback to allow the construction of a screened porch and deck at 1083 North Shore Drive; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on June 21, 2016 in the Northwest Herald, held a public hearing at 7:30 p.m., on July 6, 2016 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Simplified Residential Variation; and

WHEREAS, on July 6, 2016, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Simplified Residential Variation be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2016-17, dated as of July 7, 2016; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the Variation be granted as requested in said Application.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That a Variation be granted from the Crystal Lake Unified Development Ordinance Article 3-300 B3 to allow a 12-foot encroachment into the required front yard setback to allow the construction of a screened porch and deck at the property at 1083 North Shore Drive (18-01-229-057), Crystal Lake, Illinois.

SECTION II: That the Variation be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:

- A. Application (Frey, received 06/14/16)
- B. Plat of Survey (McKiernan, dated 04/27/16, received 06/14/16)
- C. Architectural Plans (Dated 05/20/16, received 06/14/16)

2. Ordinance No. 5723 shall no longer be applicable to this property.

3. The open deck portion shall remain open and cannot contain a roof, pergola, trellis, sides or become enclosed in any way.

4. The petitioner shall address all of the review comments and requirements of Community Development Department.

SECTION III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the granting of a Simplified Residential Variation in accordance with the provisions of this Ordinance, as provided by law.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this 2nd day of August, 2016.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: August 2, 2016

Approved: August 2, 2016



Agenda Item No: 17

**City Council
Agenda Supplement**

Meeting Date: August 2, 2016

ANNEXATION PUBLIC HEARING

Item: TMJ Land, Inc. Annexation

Requests:

- 1) Rezoning upon annexation to W – Watershed district, and
- 2) Sign variation to allow a setback of zero feet for the existing freestanding sign, a 10-foot variation.

Petitioner: Ruth Schlossberg on behalf of TMJ Land, Inc.,
500 W. Terra Cotta Ave

Recommendation: Motion to:

- 1) Adopt an ordinance authorizing execution of the annexation agreement.
- 2) Adopt the annexation ordinance.
- 3) Approve the Planning and Zoning Commission recommendations and adopt an ordinance for rezoning upon annexation to the W- Watershed district and granting a sign variation for a zero-foot setback for the existing freestanding sign for the property located at 500 W. Terra Cotta Avenue.

Staff Contact: Michelle Rentzsch, Community Development Director

Background:

Existing Use: Querhammer & Flagg Funeral Home is the current occupant of the property.

History: This property is a county island, surrounded by the City. City staff contacted the property owner and encouraged them to file an application for annexation.

Key Factors:

- The petitioner is requesting to zone the property W- Watershed upon annexation and a sign variation to allow the existing freestanding sign, or a sign in similar design and size, to be relocated at the property line.

- The petitioner is requesting the property be zoned W- Watershed with B-2 General Commercial district uses permitted.
- The subject property is currently connected to city sewer and water.
- The UDO classifies funeral homes as a limited use in the B-2 zoning district.
- The petitioner is considering adding a crematorium in the future, which would require a limited use permit. Limited use permits are approved by city staff, if the criteria are met.
- The petitioner is considering adding additional parking in the future, if plans are submitted the petitioner would have to meet the applicable City Codes.

PZC Highlights:

- The PZC stated the Findings of Fact have been met.

The Planning and Zoning Commission recommended **approval (6-0)** of the petitioner's request with the following conditions of approval:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Zukowski, Rogers, Flood & McArdle, received 06/1/16)
 - B. Petition to Annex (Zukowski, Rogers, Flood & McArdle, received 06/1/16)
2. The freestanding sign is proposed to be relocated with the parking lot expansion and may be as close as 0 feet to the property line, as long as sight lines are maintained. All over provisions of the UDO must be met for the sign permit.
3. The petitioner shall comply with the requirements of the Community Development Department, Public Works, Police and Fire Rescue Departments.

The draft annexation agreement is attached. The petitioner requests the annexation agreement to be a 20-year agreement and that the existing conditions be accepted for the term of the agreement. This document has been reviewed by an attorney and staff and is an acceptable format.

Votes Required to Pass: A super majority vote (5 votes) is required to approve the annexation agreement.

DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

**AN ORDINANCE AUTHORIZING THE EXECUTION
OF AN ANNEXATION AGREEMENT**

WHEREAS, , TMJ Land, Inc. (formerly JPH Properties, Inc.) as the landowner and SCI Illinois Services, Inc. as the owner of the business (hereinafter referred to collectively as “Owner”) is the record title owner of a certain tract of land located in Nunda Township in unincorporated McHenry County, Illinois, and legally described in Exhibit A attached hereto and by this reference incorporated herein and made a part hereof (the “Subject Property”); and

WHEREAS, there are no electors residing on the subject property; and

WHEREAS, the Subject Property consists of approximately 2.9 acres and is depicted on the plat of annexation attached as Exhibit B attached hereto (the “Plat of Annexation”); and

WHEREAS, the Subject Property is contiguous to the corporate limits of the City and is not within the corporate limits of any municipality; and

WHEREAS, the Owner desires and proposes to have the Subject Property annexed to the City of Crystal Lake pursuant to and in accordance with the provisions of Section 7-1-8 of the Illinois Municipal Code (the “Annexation”); and

WHEREAS, prior to approval of the Annexation, the City and the Owner desire to establish by agreement terms for the Annexation of the Subject Property; and

WHEREAS, pursuant to the provisions of Section 11-15.1-1 *et seq.* of the Illinois Municipal Code, a proposed annexation agreement, in substance and form substantially the same as the agreement attached hereto as Exhibit C, was submitted to the Corporate Authorities of the City of Crystal Lake and, pursuant to notice published in the Northwest Herald on July 11, 2016, as provided by statute, a public hearing was held thereon by the Corporate Authorities commencing on August 2, 2016.

WHEREAS, the Mayor and City Council of the City of Crystal Lake have found and determined that it is in the best interests of the City that an annexation agreement with the Owner be approved and the execution and attestation of such agreement be authorized;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, MCHENRY ILLINOIS, AS FOLLOWS:

SECTION I: The foregoing recitals are incorporated as though fully set forth herein.

SECTION II: That the Mayor be and he is hereby authorized and directed to execute, and the City Clerk is directed to attest, the Annexation Agreement, a copy of which is attached hereto and made a part hereof as Exhibit C

SECTION III: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

AYES:

NAYS:

ABSENT:

PASSED this 2nd day of August, 2016.

APPROVED by me this 2nd day of August, 2016.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: August 2, 2016
Approved: August 2, 2016



Agenda Item No: 18

**City Council
Agenda Supplement**

Meeting Date: August 2, 2016

Item: Jemco Pre-Annexation Agreement

PRE-ANNEXATION AGREEMENT PUBLIC HEARING

Don Mueller for Jemco Properties LLC, 800, 801 and 824
Reiland Drive

Recommendation: Motion to adopt an ordinance approving a pre-annexation agreement for the Jemco property located at 800, 801 and 824 Reiland Drive.

Staff Contact: Michelle Rentzsch, Director of Community Development

Background: This item was continued from the July 19th City Council meeting to allow for a meeting notice publication. In 2014, the property owner met with staff in response to an annexation letter. At that time, the owner was trying to sell the property and also had a waste hauler type tenant that could not be within City limits, per the City's licensing agreement with MDC. The property owner was agreeable to a pre-annexation agreement that would prohibit cell towers and billboards from being constructed on the property.

At this time, a new tenant occupies the property, the property is still for sale and the draft pre-annexation agreement is offered that contains stipulations that no cell tower or billboards can be erected on the site and that the property must be annexed to the City within one year, unless sold to another party first. At that point, the purchaser would annex to the City as part of that agreement. This property is comprised of 6 parcels that totals 4.22 acres located at the terminus of Reiland Drive, west of Route 31 and north of Route 176.

Votes Required to Pass: A super majority vote (5 votes) is needed for approval of the pre-annexation agreement.

DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

**AN ORDINANCE AUTHORIZING THE EXECUTION
OF A PRE-ANNEXATION AGREEMENT**

WHEREAS, Jemco Properties, LLC (hereinafter, “the Owner”) is the record title owner of a certain tract of land located in Nunda Township in unincorporated McHenry County, Illinois, and legally described in Exhibit A attached hereto and by this reference incorporated herein and made a part hereof (the “Subject Property”); and

WHEREAS, there are no electors residing on the subject property; and

WHEREAS, the Subject Property is comprised of 6 parcels that total approximately 4.22 acres and is depicted on the properties in question map attached as Exhibit B attached hereto (the “Properties in Question”); and

WHEREAS, the Subject Property is contiguous to the corporate limits of the City and is not within the corporate limits of any municipality; and

WHEREAS, the Owner desires and proposes to have the Subject Property annexed to the City of Crystal Lake within a period of one year from the date of approval of the pre-annexation agreement pursuant to and in accordance with the provisions of Section 7-1-8 of the Illinois Municipal Code (the “Annexation”); and

WHEREAS, prior to approval of the Annexation, the City and the Owner desire to establish by agreement terms for the Annexation of the Subject Property; and

WHEREAS, pursuant to the provisions of Section 11-15.1-1 *et seq.* of the Illinois Municipal Code, a proposed pre-annexation agreement, in substance and form substantially the same as the agreement attached hereto as Exhibit C, was submitted to the Corporate Authorities of the City of Crystal Lake and, pursuant to notice published in the Northwest Herald on July 9, 2016, as provided by statute, a public hearing was held thereon by the Corporate Authorities commencing on August 2, 2016.

WHEREAS, the Mayor and City Council of the City of Crystal Lake have found and determined that it is in the best interests of the City that a Pre-Annexation Agreement with the Owner be approved and the execution and attestation of such agreement be authorized;

WHEREAS, Jemco Properties, LLC (hereinafter, "the Owner") is ready, willing and able to enter into said Agreement and to perform the obligations as required thereunder; and

WHEREAS, the statutory procedures provided in Division 15.1 of Article 11 of the Illinois Municipal Code, as amended, for the execution of said Pre-Annexation Agreement have been fully complied with.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY ILLINOIS, AS FOLLOWS:

SECTION I: The foregoing recitals are incorporated as though fully set forth herein.

SECTION II: That the Mayor be and he is hereby authorized and directed to execute, and the City Clerk is directed to attest, the Pre-Annexation Agreement, a copy of which is attached hereto and made a part hereof as Exhibit C.

SECTION III: That this Ordinance shall be in full force and effect from and after its passage,
approval and publication as provide by law.

AYES:

NAYS:

ABSENT:

PASSED this 2nd day of August, 2016.

APPROVED by me this 2nd day of August, 2016.

City of Crystal Lake, an
Illinois Municipal Corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: August 2, 2016
Approved: August 2, 2016



Agenda Item No: 19

**City Council
Agenda Supplement**

Meeting Date: August 2, 2016

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Forward Capital – Car Care Center

Requests:

1. Final Plat of Subdivision to create a two-lot subdivision.
2. Variation from the required 20-foot rear yard setback for Lot 1 to allow 6 inches, a variation of 19 feet 6 inches for the western building and to allow 9.84 feet for the eastern building, a variation of 10.16 feet.
3. Variation to allow the creation of a lot without frontage along a public roadway.
4. A deferral from the requirement to install sidewalk and bury the overhead utility lines

Petitioner: Nick Standford, petitioner
4410 Northwest Highway

PZC Recommendation: To approve the PZC recommendations and adopt an ordinance granting the Final Plat of Subdivision with variations for the Car Care Center at 4410 Northwest Highway.

Staff Contact: Michelle Rentzsch, Community Development Director

Background:

- The property is currently improved with several retail/ service buildings and self-storage/mini-warehouse buildings. There are two main “L” shaped buildings and a gas station up front, on what would be the future Lot 1. In the rear, future Lot 2, there are mini-storage buildings.
- The Final Plat of Subdivision would divide the retail/service uses from the mini-storage buildings onto two separate lots.
- All improvements on the site exist and the variations are needed due to the creation of the new lot line to divide the properties. The owner plans to sell the rear lot.

PZC Highlights:

- A couple of the PZC members had concerns regarding the variations and the fact that there would be no dedicated roadway to the rear lot.
- The PZC reviewed the Findings of Fact and the majority found that this petition meets the criteria.

The PZC recommended **approval (4-2)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Forward Capital, received 10/15/16)
 - B. Final Plat of Subdivision (MM Survey C. Ltd. dated 05/12/15, received 07/12/16)
 - C. Plat of Survey (Engineering Enterprise, dated 04/01/16, received 07/12/16)
 - D. Access Easement (Schain Banks, undated, received 07/15/16)
2. Final Plat of Subdivision:
 - a. The petitioner shall note all easements on the plat and within the Easement Agreement, which the City will review and approve.
 - b. The petitioner shall work with staff to amend the Plat to correctly illustrate the sanitary sewer easement and the maintenance easement.
 - c. A Plat of Dedication must be provided for the portion of Sands Road listed as "That part being used for street purposes."
3. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.

Votes Required to Pass:

A simple majority vote.

DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A FINAL PLAT OF RESUBDIVISION
AND VARIATIONS
FOR 4410 NORTHWEST HIGHWAY**

WHEREAS, Forward Capital, has submitted a Final Plat of Subdivision for a 2 lot subdivision and Variations from: A. Article 3-200 from the required 20-foot rear yard setback for Lot 1 to allow 6 inches, a variation of 19 feet 6 inches for the western building and to allow 9.84 feet for the eastern building, a variation of 10.16 feet; B. Article 3-300 and 5-200 to allow the creation of a lot without frontage along a public roadway; and C. Article 5-200 to grant a deferral from the requirement to install sidewalk and bury the overhead utility lines (File #2015-50) is in general conformance with the pertinent ordinances of the City of Crystal Lake, Illinois; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on June 5, 2016 in the Northwest Herald, held a public hearing at 7:30 p.m., on July 20, 2016 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed variations; and

WHEREAS, on July 20, 2016, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law to the Mayor and City Council of the City of Crystal Lake, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2015-50, dated as of July 21, 2016; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Final Plat of Subdivision and variations be approved as requested in said Petition, with conditions.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: The Final Plat of Subdivision attached thereto be approved.

SECTION II: Said Final Plat of Subdivision and Variations are issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:

- A. Application (Forward Capital, received 10/15/16)
- B. Final Plat of Subdivision (MM Survey C. Ltd. dated 05/12/15, received 07/12/16)
- C. Plat of Survey (Engineering Enterprise, dated 04/01/16, received 07/12/16)
- D. Access Easement (Schain Banks, undated, received 07/15/16)

2. Final Plat of Subdivision:

- A. The petitioner shall note all easements on the plat and within the Easement Agreement, which the City will review and approve.
- B. The petitioner shall work with staff to amend the Plat to correctly illustrate the sanitary sewer easement and the maintenance easement.
- C. A Plat of Dedication must be provided for the portion of Sands Road listed as “That part being used for street purposes.”

3. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.

SECTION III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the granting of a plat of subdivision and variations in accordance with the provisions of this Ordinance, as provided by law.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this 2nd day of August, 2016.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: August 2, 2016
Approved: August 2, 2016



Agenda Item No: 20

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	August 2, 2016
<u>Item:</u>	New Directions Addiction Recovery Services – 131 Ellsworth St
<u>Request:</u>	Special Use Permit for a group dwelling.
<u>Petitioner:</u>	Chris Reed, New Directions Addiction Recovery Services, petitioner
<u>PZC Recommendation:</u>	A 3-3 PZC vote to approve resulted in no recommendation for a Special Use Permit for a group dwelling at 131 Ellsworth Street.
<u>Staff Contact:</u>	Michelle Rentzsch, Community Development Director

Background:

- Existing Use: The home is currently configured as a duplex.
- New Directions Addiction Recovery Services: The petitioner is a nonprofit that currently operates The Other Side, a sober bar, at 93 E. Berkshire Drive. The petitioner received a Special Use Permit and Use Variation for a “nightclub without alcohol” at 93 E. Berkshire Dr. in 2012.
- The petitioner previously requested a rezoning and Special Use Permit for a property located in the R-1 zoning district. That request was withdrawn by the Petitioner prior to final action by the City Council. The Petitioner submitted this new request for the subject, R-3A zoned property. As group dwellings are allowed as a specially permitted use in the R-3A zoning district, no rezoning request is required for this application.

Key Factors:

- Request: The petitioner is requesting a Special Use Permit for a group dwelling at 131 Ellsworth Street.
- UDO Standard:
 - The UDO defines a **group dwelling** as a nonmedical facility containing permanent accommodations in which there are common dining facilities for more than five

persons, other than a family, such as boarding houses, congregate care facilities, dormitories, fraternity and sorority houses, convents, monasteries.

- Group dwellings are allowed as a special use in the R-3A and R-3B zoning districts.
- The UDO requires group dwellings to meet specific criteria in addition to the general criteria for a special use permit.

GROUP DWELLING

- The petitioner is requesting a Special Use Permit for a group dwelling. The group dwelling would be used as a sober living home for men who are in the early stages of sobriety.
- According to the applicable city codes, the permitted number of residents for the upper-story unit is 2 persons and the main-level unit is 10 persons, if the necessary alterations to the basement are completed.
- Group dwellings are required to provide 1 parking space per employee + 1 parking space per 3 adults. The required number of parking spaces for the subject property would be 5 spaces.
 - The petitioner agreed, at the Planning & Zoning Commission meeting, to restrict the number of vehicles parked at the property to 6 cars.

PZC Highlights:

- The overall concern of the neighbors who addressed the PZC was the impact of the use in the community.
- The PZC stated the sober living home is needed in the community.
- Three of the PZC members felt the Findings of Fact had been met. The PZC members who felt they couldn't support the request stated that there would be too many individuals living in the home.

The PZC voted to **approve (3-3)** the petitioner's request, the result was a **non-recommendation** with the following conditions:

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application (NDARS, dated 06/27/16, received 06/28/16)
 - B. Organization Information (NDARS, received 02/25/16)
 - C. Business Plan (NDARS, received 02/29/16)
2. Upon the sale of the property, any subsequent owner of the property must apply for and receive a special use permit in order to continue to operate the property as a group dwelling.
3. The maximum occupancy for the residence would be determined by the applicable codes.

4. Meetings for the current residents, staff and guest speakers may be held on the premises and shall not be open to the general public.
5. The petitioner shall comply with all of the requirements of the Community Development Department.
6. **There shall be a limit of six (6) vehicles on-site at all times for this property. (Added by PZC)**

Votes Required to Pass:

A simple majority vote.

DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT
AT 131 ELLSWORTH STREET**

WHEREAS, pursuant to the terms of a Petition (File #2016-27) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Special Use Permit to allow for a group dwelling for the property located at 131 Ellsworth Street; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on July 4, 2016 in the Northwest Herald, held a public hearing at 7:30 p.m., on July 20, 2016 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit; and

WHEREAS, on July 20, 2016, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law to the Mayor and City Council of the City of Crystal Lake, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2016-27, dated as of July 21, 2016; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Special Use Permit be issued as requested in said Petition.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

Section I: That a Special Use Permit be issued to allow for a group dwelling for the property commonly known as 131 Ellsworth Street (14-33-310-004), Crystal Lake, Illinois.

Section II: Said Special Use is issued with the following conditions:

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application (NDARS, dated 06/27/16, received 06/28/16)
 - B. Organization Information (NDARS, received 02/25/16)

C. Business Plan (NDARS, received 02/29/16)

2. Upon the sale of the property, any subsequent owner of the property must apply for and receive a special use permit in order to continue to operate the property as a group dwelling.
3. The maximum occupancy for the residence would be determined by the applicable codes.
4. Meetings for the current residents, staff and guest speakers may be held on the premises and shall not be open to the general public.
5. The petitioner shall comply with all of the requirements of the Community Development Department.
6. There shall be a limit of six (6) vehicles on-site at all times for this property.

Section III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the issuance of a Special Use Permit in accordance with the provisions of this Ordinance, as provided by law.

Section IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this 2nd day of August, 2016.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: August 2, 2016

Approved: August 2, 2016



Agenda Item No: 21

**City Council
Agenda Supplement**

Meeting Date: August 2, 2016

Item: Medtronic – 815 Tek Drive

Sign Variation to allow:

1. Two freestanding signs and
2. Three wall signs that total 262 square feet for a single tenant on a multi-tenant building.

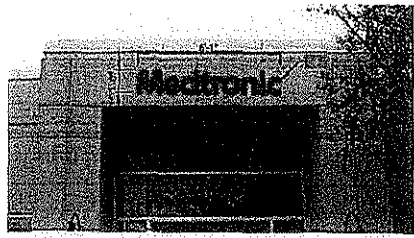
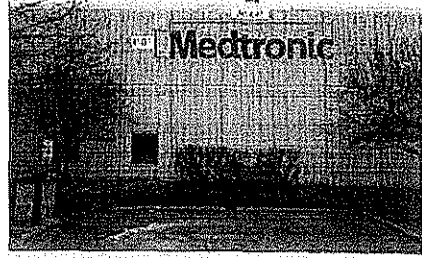
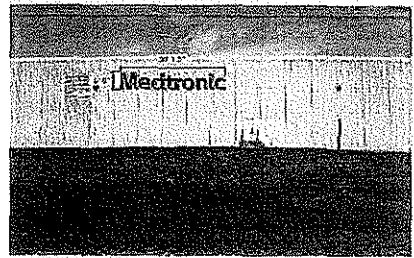
Staff Recommendation: City Council's discretion:

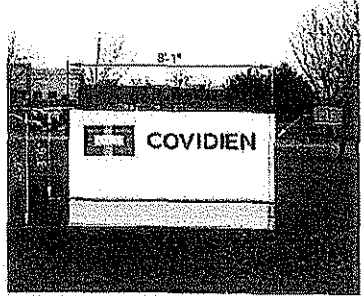

- A. Motion to adopt an ordinance granting a variation to allow two freestanding signs and three wall signs for a total of 262 square feet for a single tenant on a multi-tenant building, with the recommended conditions for the variation at 815 Tek Drive.
- B. Motion to deny the variation request.

Staff Contact: Michelle Rentzsch, Community Development Director

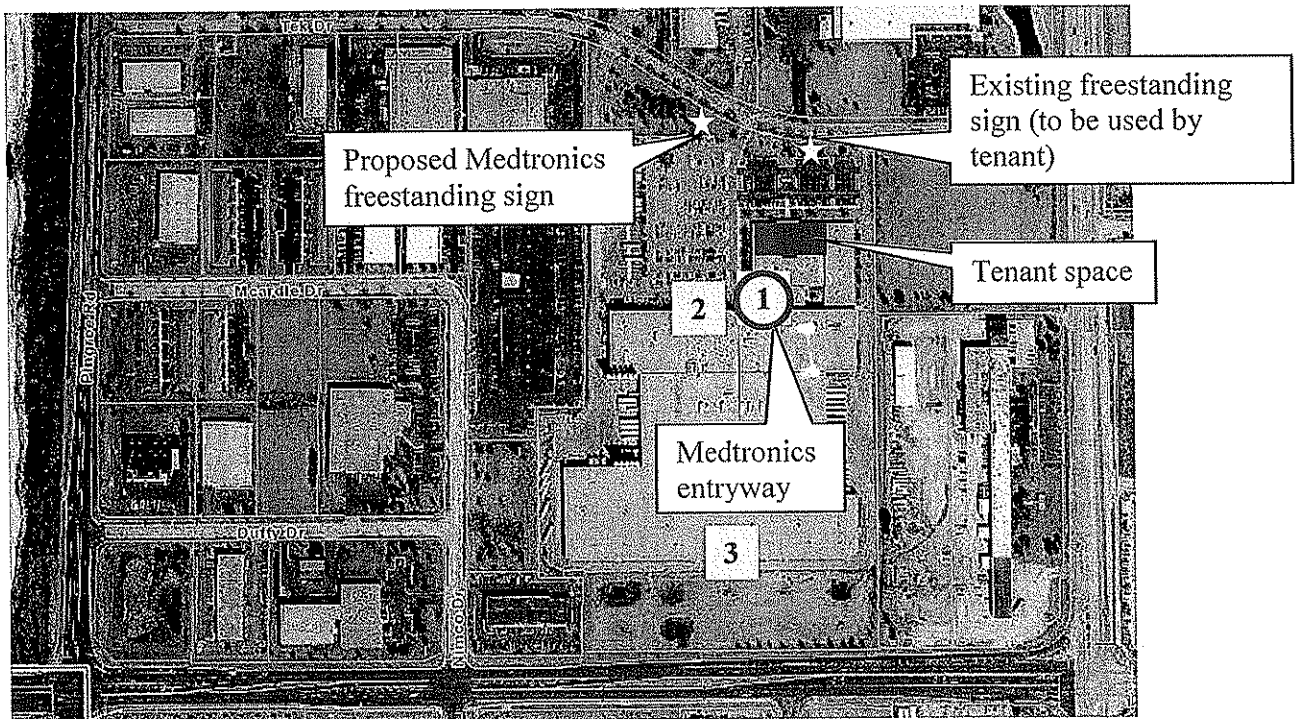
Background:

- **Existing Use:** The property was originally a single tenant building. Medtronic (formerly Covidien) leases a portion of the building to Bowes In-Home Care, which changes the classification of the building to a multi-tenant building.
- **UDO Requirement:** Individual tenants on a multi-tenant building are permitted a single sign with an area of 75 square feet for a corner tenant. Industrial properties are permitted a single freestanding sign.
- **Request:** The petitioner is requesting a variation to allow a second freestanding sign and a variation to allow three wall signs that total 262 square feet, a variation of 187 square feet.
- Medtronic is requesting a second freestanding sign to better direct employees and customers to the correct entrance and parking area. The freestanding signs will meet all other UDO sign criteria.
- Medtronic is the primary tenant of the building. The building is located between Tek Drive and Rakow Road, being setback greater than 200 feet from both roadways.

Proposed Wall Signs	Area (Square Feet)	Dimensions	Location	Sign Image
1	11 sf	1' x 6'1"	Over entryway (faces west)	
2	97.44 sf	4' x 24.37'	North side of building (faces Tek Drive)	
3	153.04 sf	5' x 30.61'	Rear of building – (faces Rakow Road)	
Total	261.48 sf			

Freestanding Sign	Area (Square Feet)	Height	Location	Sign Image
1	29 sf	4'7"	Existing sign-copy to be replaced with tenant information	
2*	27 sf	4'6.9"	Proposed new Medtronic sign, near northwest entrance	

*Variation required for the number of freestanding signs only.



Review Criteria:

The City Council can grant a Variation from the requirements of the Ordinance to overcome an exceptional condition which poses practical difficulty or particular hardship in such a way as to prevent the display of a sign as intended by the Ordinance and where the following standards are met:

1. The proposed Variation will not serve merely as a convenience, but alleviate some demonstrable and unusual hardship.
2. The proposed Variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood. The proposed Variation will not by itself, or with other signs, contribute to the creation of a visual distraction which may lead to personal injury or a substantial reduction in the value of the property.
3. The proposed Variation is in harmony with the intent, purpose and objectives of the Ordinance.

Recommended Conditions:

1. Approved plan, to reflect staff comments, as approved by the City Council:
 - A. Application (Medtronic, dated 7/22/16, received 07/22/16)
 - B. Sign Plan (Colite, received 07/22/16)
2. Any additional future tenants will meet the UDO sign requirements, including converting one of the freestanding signs into a multi-tenant sign.
3. The petitioner shall comply with all of the requirements of the Community Development Department.

Votes Required to Pass:

A simple majority vote.

DRAFT

Ord. No.

File No.



The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A SIGN VARIATION FOR
MEDTRONICS, 815 TEK DRIVE**

WHEREAS, pursuant to the terms of the request (File #2016-37) before the City of Crystal Lake, the Petitioner has requested a sign variations to allow: A. Two (2) freestanding signs; and B. Three (3) wall signs that total 262 square feet for a single tenant on a multi-tenant building for Medtronics; and

WHEREAS, a hearing of the request was held before the City of Crystal Lake City Council in the manner and in the form as prescribed by Ordinance and Statute; and

WHEREAS, as a result of said hearing, the City Council made a motion to approve the sign variation as requested; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the sign variation be granted as requested,

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That a sign variation be granted to allow: A. Two (2) freestanding signs; and B. Three (3) wall signs that total 262 square feet for a single tenant on a multi-tenant building for Medtronics located at 815 Tek Drive (PIN 19-10-376-012), Crystal Lake, Illinois with the following conditions:

1. Approved plan, to reflect staff comments, as approved by the City Council:
 - A. Application (Medtronic, dated 7/22/16, received 07/22/16)
 - B. Sign Plan (Colite, received 07/22/16)
2. Any additional future tenants will meet the UDO sign requirements, including converting one of the freestanding signs into a multi-tenant sign.

3. The petitioner shall comply with all of the requirements of the Community Development Department.

SECTION II: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the granting of a variation in accordance with the provisions of this Ordinance, as provided by law.

SECTION III: That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

DATED at Crystal Lake, Illinois, this 2nd day of August, 2016.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: August 2, 2016
Approved: August 2, 2016



Agenda Item No: 22

**City Council
Agenda Supplement**

Meeting Date:

August 2, 2016

Item:

City Code Amendment to Increase the Number of Class "13" Liquor Licenses – Applicant: Murphy Oil USA #7600, 985 Central Park Drive

Staff Recommendation:

Motion to adopt an ordinance increasing the number of Class "13" Liquor Licenses from the current permitted 22 licenses to 23 licenses.

Staff Contact:

Eric T. Helm, Deputy City Manager

Background:

The City has received a request from Murphy Oil USA, for the adoption of an ordinance providing for an amendment to the liquor license provisions of the City Code increasing the number of Class "13" Liquor Licenses from the current permitted 22 licenses to 23 licenses.

Murphy Oil, USA will be located at 985 Central Park Drive and is anticipate to complete construction on August 1, 2016.

The City Code permits the issuance of a Class "13" liquor license for the sale of alcoholic liquors on the premises specified in the license in packages only, but not for consumption on the premises where sold between the hours of 7:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday, Friday, and 7:00 a.m. Saturday and 2:00 a.m. Sunday, and 7:00 a.m. Sunday and 2:00 a.m. Monday.

The applicant does not currently hold a liquor license with the City of Crystal Lake. The applicants, Robert Andrew Clyde, President and CEO, and Gregory L. Smith, Corporate Secretary, have completed a criminal investigation which has revealed no past criminal history. The issuance of the license will be dependent on submitting all of the required paperwork.

The following chart compares gas stations in the City that have a liquor license:

<i>Location</i>	<i>Address</i>	<i>Liquor License</i>	<i>Approx. Sq. Footage</i>	<i>Approval</i>
Murphy Oil USA	985 Central Park Drive	Class 13	1,400	Pending
Crystal Lake Mobil	250 N. Route 31	Class 13	2,436	Council Approved in 2016
Open Pantry/Shell	4811 Route 14	Class 13	2,975	Approved via Annexation
Citgo Convenience Store/McDonalds	7615 Route 176	Class 13	4,500	Approved via Annexation
Casey's General Store	639 Terra Cotta	Class 13	4,558	Council Approved in 2016
Bucky's Express	8108 Pyott Rd.	Class 13	7,054	Council Approved in 2014
Sam's Club	5670 Northwest Highway	Class 13	Small Store	Council Approved in 1992

In addition, the below table shows the approximate square footages of a few gasoline stations that do not have liquor licenses:

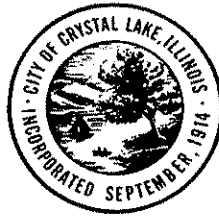
	<i>Address</i>	<i>Approx. Sq. Footage</i>
Mobil	Route 14 and Florence	1,000
Shell	681 Terra Cotta (Route 14 and 176)	1,200
Marathon	220 W. Virginia (Route 14 and McHenry)	1,500

Other establishments currently holding a Class "13" liquor license include: 7-Eleven, Bucky's Express (approved-not yet issued), Midwest Petroleum (by McDonald's), Convenient Food Mart, Cost Plus World Market, Crystal Lake Food & Liquor, CVS Pharmacy, Fresh Market, Fresh Thyme Farmer's Market, General Store, Joseph's Marketplace, LaRosita of Mesos Group, Inc., Oak Street Food & Liquor, Open Pantry/Shell #801, Osco Drug, Sam's Club, Target, Walgreens (Rte. 31 & Rte. 14) and Wal-Mart, and Casey's General Store (approved-not yet issued).

Votes Required to Pass:

Simple majority

DRAFT



The City of Crystal Lake Illinois

**AN ORDINANCE AMENDING THE CODE
OF THE CITY OF CRYSTAL LAKE**

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That CHAPTER 329 LIQUOR LICENSES Section 329-6 Limitations on licenses shall be amended as follows:

1. Class 13 License shall be increased from 22 to 23.

SECTION II: That this Ordinance shall be in full force and effect from and after its passage and approval according to law.

SECTION III: That all Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this 2nd day of August, 2016.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: August 2, 2016
Approved: August 2, 2016



Agenda Item No: 23

**City Council
Agenda Supplement**

- Meeting Date:** August 2, 2016
- Item:** UDO Text Amendment for various provisions of the Unified Development Ordinance
- PZC Recommendation:** Motion to approve the Planning and Zoning Commission recommendations and to adopt an ordinance amending Chapter 650 of the Code of Ordinances of the City of Crystal Lake for the changes to the UDO.
- Staff Contact:** Michelle Rentzsch, Community Development Director
-

Background:

- When the City Council adopted the Unified Development Ordinance (UDO) in 2009, it was intended to be a dynamic document that would be updated periodically.
- The proposed text amendments would address issues observed by staff, based on their day-to-day application of the UDO, and would simplify the requirements and procedures for businesses and residents.

Request:

- Changes are proposed to Articles 2, 3, 4, 7, 9, and 10.
- The attached PowerPoint presentation provides a summary explanation of the proposed text changes.
- The most significant change is the addition of the Administrative Variation process.
 - This process would allow staff to review minor variations, as established by the proposed criteria, and make an approval without sending the item to the Planning and Zoning Commission or City Council. This would save the petitioner time and money.
 - If the Zoning Administrator denies the request or if there is an objection from one of the neighbors, the variation would be put through the typical variation process and there would be a public hearing before the Planning and Zoning Commission with the final vote at City Council.
 - There are six instances where an administrative variation can be requested:
 - Maintenance of a legal non-conforming structure
 - Improvement to meet building code requirement

- Construction of an accessory structure that would not extend beyond the already established house
- New construction that would not increase the overall non-conformity as already established by the house
- Result from right-of-way taking
- New parking requirements based on new use in an existing center

PZC Highlights:

- The Planning and Zoning Commission (PZC) discussed the proposed changes and had no changes.
- Following discussion, the PZC recommended **approval (6-0)** of the proposed changes as presented.

Votes Required to Pass:

A simple majority vote.



DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING CHAPTER 650 OF THE CODE OF ORDINANCES OF THE CITY OF CRYSTAL LAKE, ILLINOIS, PROVIDING FOR A TEXT AMENDMENT TO THE UNIFIED DEVELOPMENT ORDINANCE

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on July 5, 2016 in the Northwest Herald, held a public hearing at 7:30 p.m., on July 20, 2016 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed amendment to the Unified Development Ordinance; and

WHEREAS, on July 20, 2016, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed amendment to the Unified Development Ordinance be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2015-45, dated as of July 21, 2016.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, that the Crystal Lake Unified Development Ordinance, and such Ordinance as amended, be and the same is hereby amended as follows:

SECTION I: That Table 2-300 Permitted Uses Table be amended to have the Lodge/Membership Club line in the Commercial, Commercial Recreation section read as follows:

	F	E	RE	R-1	R-2	R-3a	R-3b	O	B-1	B-2	B-4	M-L	M	W
Lodges/Membership Club								P		P	P	P	S	

SECTION II: That Table 2-300 Permitted Uses Table be amended to have the Ball room, dance hall, banquet hall line in the Commercial, Commercial Recreation section read as follows:

	F	E	RE	R-1	R-2	R-3a	R-3b	O	B-1	B-2	B-4	M-L	M	W
Ball room, dance hall, banquet hall										P				

SECTION III: That Table 2-300 Permitted Uses Table be amended to have the Massage (Therapeutic) Establishment line in the Commercial Service Uses section read as follows:

	F	E	RE	R-1	R-2	R-3a	R-3b	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
Massage (Therapeutic) Establishment								S		S	S				2-300C-65

SECTION IV: That the Temporary section of Table 2-300 Permitted Uses Table be deleted.

SECTION V: That Section 2-400C-16 be amended to read as follows:

16. Pet Care (except veterinary) services. Pet care (except veterinary clinics) services must comply with the following standards:
 - a. Leashing and Control: All animals arriving at and leaving the property are to be leashed and under control at all times.
 - b. Boarding: All boarding shall be conducted inside of the principal building.
 - c. Outside run fencing: Outside run areas are to be fenced with at least a six-foot tall solid fence. Animals may be released to the outside run areas only between 6:00 a.m. and 9:00 p.m. Chain link fences with slats must be approved by staff as meeting the intent of the solid fence. (this criterion does not apply to facilities that only provide grooming services).
 - d. Animal waste: Animal waste on the exterior of the property must be removed on a daily basis and disposed of in a sealed container to prevent odors from affecting adjacent tenants or property owners.
 - e. Sound: Where located in a multi-tenant building, the suite may be required to be

sound proofed to ensure sound levels do not exceed 65dB as measured 5 feet from the adjacent interior wall of the adjacent tenant suites

- f. Adjacent to residential properties: Where the pet care facility is located in a free-standing building, tenant space, or the outside run for the pet care facility is adjacent to a property occupied by a residential use, a special use permit approval is required.

SECTION VI: That Section 2-400C-25 be amended to read as follows:

25. (Reserved)

SECTION VII: That Section 2-400C-65g be amended to read as follows:

- g. No massage establishment shall be kept open for any purpose between the hours of 9:00 p.m. and 8:00 a.m.

SECTION VIII: That Section 2-500: Temporary Use Criteria be amended to read as follows:

- A. Application. Applications for temporary use permits (TUPs) shall be made to and approved by the Zoning Administrator. TUPs which cannot meet the standards provided in this section are required to be approved by the City Council. The Zoning Administrator, at his/her discretion, may require City Council approval for any TUP request in accordance with the provisions of this Ordinance. Application for temporary use permits, where valid complaints or documented violations of previous temporary use permit approvals are noted, are required to be approved by the City Council.
- B. Review criteria for temporary uses. The following standards for specific uses, to be approved as temporary uses are hereby established.
 - 1. General temporary uses. All other promotions, events, or uses that are determined to be a temporary uses by the Zoning Administrator must comply with the following criteria:
 - a. Term: The petitioner shall specify the date(s) of the activity.
 - b. Event details: Provide a detailed written explanation of the promotion or event, including, but not limited to, hours of operation, list of activities, location of activities, and an explanation of who would be participating in the use.
 - c. Location: A site plan shall be provided illustrating the location of all items, activities, and equipment to be used during the event or promotion.
 - d. Other conditions: The temporary use must comply with the conditions of approval, as required by the City's departments.

SECTION IX: That the commentary box following Section 3-300C-2r be amended to read as follows:

Where a porch, patio, or terrace is converted to a screened porch, patio or terrace, it is treated as part of the principal structure and must meet the setback requirements for a principal structure. Additional of a roof structure (no side enclosures) also renders an accessory patio or terrace to be treated as part of the principal structure. Decks and platforms, open to the sky, whether attached to the principal structure or within five feet are considered as part of the principal structure and are subject to all regulation of this Ordinance, applicable to the principal structure.

SECTION X: That Section 4-200D-4 be amended to read as follows:

4. Minimum number of spaces required.

- a. Every use must provide adequate parking spaces on-site to meet the demand for the proposed land use. If the normal parking demand generated by a use is greater than the parking requirement as determined by this Ordinance, adequate parking to meet the demand must be provided. All uses must provide adequate parking for business patrons as well as employees. The minimum required number of parking spaces to be provided for each use shall be per Table 4-200D-1 of this Ordinance (Reduced requirements shall apply to uses in the Downtown District and the Virginia Street Corridor District Overlay District per Sections 4-200B5 and 3-400B.). Uses that are not listed in Table 4-200D-1 shall provide parking spaces per the provisions in Planning Advisory Service (PAS), Report 510/511, Parking Standards, published by the American Planning Association, which is adopted by reference herewith, as amended. For convenience, required parking for certain customary uses is included in the Appendix.^m Please contact the Community Development Department to request parking standards for uses not listed in Table 4-200D-1 or the Appendix.
- b. Parking requirements for a use not specifically listed in Table 4-200D-1 or the PAS Report shall be determined by the City Engineer or his/her designated appointee based on the standards for the closest comparable use and on the particular parking demand and trip generation characteristics of the proposed use. The City Engineer may determine that a parking study, by the City's approved traffic consultant is warranted. Such a study shall include estimates of parking demand based on recommendations of the Institute of Traffic Engineers (ITE), or other acceptable estimates as approved by the Zoning Administrator, and should include other reliable data collected from uses or combinations of uses that are the same as or comparable with the proposed use. Comparability will be determined by density, scale, bulk, area, type of activity and location. The study shall document the source of data used to develop the recommendations.

- c. The Zoning Administrator shall have the authority to allow a reduction of up to 10% of the required number of parking spaces if in his/her opinion, a special site specific condition warrants the reduction.

SECTION XI: That Section 4-600B-7 be amended to read as follows:

- 7. Are not located within five feet of a principal structure

SECTION XII: That Section 4-600E-2a(iii) be amended to read as follows:

- (iii) Accessory structures on lots in residential subdivisions that are greater than 600 square feet in area are required to meet the principal structure setbacks. Exemption: Flatwork such as patios and decks not more than 12 inches above the ground are exempt as long as the five-foot side yard setback is met and the maximum allowable impervious coverage is not exceeded.

SECTION XIII: That Section 4-600E-2b be amended to read as follows:

- b. For residential uses fronting crystal lake: Accessory buildings or structures in the rear (street) yard are permitted as long as they meet the setback requirements of the Ordinance. Signs (in compliance with Section 4-1000, Signs); mailboxes; flagpoles; fences (in compliance with Section 4-700, Fences, walls and screening) are excluded from this requirement. All existing accessory structures located in side and rear (street) yards as of May 16, 2006, are considered as legal nonconforming structures and shall conform with the requirements set forth in Article 7, Nonconformities, of this Ordinance.

SECTION XIV: That Section 4-600E-2c be amended to read as follows:

- c. Attached or detached above-ground or in-ground swimming pools or above-grounds swimming pool and deck combinations must meet the five-foot required accessory structure setback requirements. In-ground swimming pools and any related flat work whether attached or detached to the principal structure must meet the five-foot required accessory structure setbacks.

SECTION XV: That Section 4-700C-2 be amended to read as follows:

- 2. Refuse containers and facilities.

Nonresidential properties: Refuse containers and facilities shall be hidden by an opaque wall or opaque fence of sufficient height to screen the bin and any appurtenances, but not less than six feet in height. Walls and fences shall be constructed to match the architectural detail of the principal structure, unless they are not visible from the right-of-way or main drive aisle, as determined by the Zoning Administrator, and then can be constructed entirely of wood, and contain a securable gate to minimize blowing refuse. Trash

containers serving nonresidential uses shall not be located abutting residential property. Trash/Refuse containers shall be placed only on an approved surface ("Approved surface" shall mean asphalt/bituminous, concrete/PCC, brick pavers, and any surface that is approved by the City's Engineering Division).

SECTION XVI: That Table 4-800D(1) be amended to read as follows:

Illuminated Surface	Minimum Light Level (footcandles)	Maximum Average Light Level (footcandles)
Non-internally illuminated signs (wall and ground, light color)	—	5.0
Non-internally illuminated signs (wall and ground, medium color)	—	10.0
Non-internally illuminated signs (wall and ground, dark color)	—	15.0
Auto Dealerships: Front Row and Feature Displays Other Merchandise Areas	—	32.0 20.0
Private or Public Parking areas*	0.25	4.5
Vehicular Entrances from Right-of-Way*	1.0	4.5
Playing Fields	—	IESNA **
Automobile Service Station/Pumping Areas ¹	10.0	50.0
Drive-In/Drive-Through Canopies ²	—	15.0
Building Entrance and Exit Pedestrian Pathways*	1.0	5.0
Stairways and Steps*	1.0	5.0

* Maximum-to-minimum light level ratio shall not exceed 12:1



** Illuminance level specified in Table 7 of IESNA document RP-6-01

¹ Automobile service station fixtures shall be recessed into the canopy ceiling, with a lens that is flat and flush to the ceiling. No fixtures shall be mounted on the top or the side fascias of the canopy. If the canopy is located within 150 feet of a residential property, the canopy fascia shall be extended to a minimum depth of 12 inches below the canopy ceiling. Preferred light sources are high pressure sodium, metal halide or LED.

² All fixtures for drive-in/drive-through canopies shall either be recessed into the ceiling canopy or mounted such that the lowest portion of the fixture is higher than the canopy fascia.

Table 4-800D(1)

[Amended 1-18-2011 by Ord. No. 6611; 3-1-2016 by Ord. No. 7200]

Illuminated Surface	Minimum Light Level (footcandles)	Maximum Average Light Level (footcandles)
	<p>This gas station is recommended as an example of good lighting practices. The gas pumps are illuminated from above by fairly low wattage lamps in fully recessed fixtures. The even illumination levels across the station property means that all areas are easily seen - there are no hidden or obscured hazards. Practically all the light from this gas station stays within the boundaries of its property.</p>	
	<p>This gas station is not recommended as an example for good lighting practices. The canopy lights are unshielded below the canopy and the bright lights suggest over lighting.</p>	

SECTION XVII: That Table 4-900D(1) shall be amended to read as follows:

Standard	Applicability
Site Layout – Building Orientation	O
Site Layout – Building Orientation to Street Edges	O
Site Layout – Building Orientation to non-street property lines	O
Building Design – Mass and Form	M
Building Design - Facade Articulation	M
Building Design - Roof Articulation	M
Building Design - Building Materials	M

Table 4-900D(1) Applicability of Design Elements

Standard	Applicability
----------	---------------

M = Standard is mandatory

O = Standard is optional; multi-family residential developments are required to comply with at least one of the optional standards.

SECTION XVIII: That Section 4-900E-1a shall be amended to read as follows:

- a. The commercial design standards shall apply to all new commercial uses in the O, B-1, B-2, B-4 and W Districts, excluding public schools and junior colleges, universities and professional schools. In addition to new commercial uses, these standards shall apply to any commercial buildings existing at the time of the adoption of this Ordinance, if any expansion or alteration exceeds 50% of the façade area, as determined by staff, at the time of expansion or alteration. Where these guidelines conflict with any other guidelines established for a specific geographic area, the guidelines associated with the geographic area shall apply.

SECTION XIX: That Section 4-900E-2a(iv) be amended to read as follows:

- (iv) Along storefronts and at building entrances, generous walkways should be provided that establish a comfortable pedestrian zone adjacent to storefronts and allow for the addition of planters or green areas.
[Must meet all applicable standards to be acceptable as meeting the criteria as determined by the Zoning Administrator.]

SECTION XX: That Section 4-900E-2e(v) be amended to read as follows:

- (v) Primary, fluorescent or neon colors are not permitted for use as accent colors, including awning body color.
[Must meet all applicable standards to be acceptable as meeting the criteria as determined by the Zoning Administrator.]

SECTION XXI: That Section 4-900E-2g(iy) be amended to read as follows:

- (iv) Wood or dark anodized window framing is encouraged to add depth and richness to the appearance of the building.
[Must meet all applicable standards to be acceptable as meeting the criteria as determined by the Zoning Administrator.]

SECTION XXII: That Section 4-600E-2i(vi) be amended to read as follows:

- (vi) The use of fan/umbrella shaped awnings is not permitted.
[Must meet all applicable standards to be acceptable as meeting the criteria as determined by the Zoning Administrator.]

SECTION XXIII: That Section 4-600F. Industrial design standards. be created and reads as follows:

F. Industrial design standards.

1. Applicability.

- a. The industrial design standards shall apply to all new industrial and permitted uses in the M-L, M, and W Districts, excluding public schools, colleges, universities and professional schools. In addition to new industrial uses, these standards shall apply to any industrial buildings existing at the time of the adoption of this Ordinance, if any expansion or alteration exceeds 50% of the façade area, as determined by staff, at the time of expansion or alteration. Where these guidelines conflict with any other guidelines established for a specific geographic area, the guidelines associated with the geographic area shall apply.
- b. Design elements required: The combination of design elements per Table 4-900F(1) below is required for any development subject to the provisions of this section.

Table 4-900F(1) Applicability of Design Elements	
Standard	Industrial Development
Building Form and Massing	O
Rooflines and Parapet	O
Building Materials	O
Building Colors	O
Entrance Design	O
Overall Facade Design	O

M= Standard is mandatory

O = Standard is optional; industrial developments are required to comply with at least three of the optional standards.

2. Standards for development.

- a. Building form and massing.
 - (i) In developments with multiple structures, recurring forms and materials should be used to tie the development together, while establishing an overall hierarchy of buildings for visual interest and to aid in orientation.
 - (ii) The apparent mass and bulk of a large building should be reduced by structural articulation, windows or other architectural and functional elements and by landscaping. Structural articulation can include breaking the plane of the building by off sets (horizontal and vertical), insets for

- entryways or balconies, step backs, and consideration of alternative roof structures.
- (iii) All facades shall incorporate wall offsets in the form of projections and/or recesses in the facade plane, a minimum of every 75 feet of frontage, that has a differential in horizontal plane of at least two feet.
[Must meet (i) through (iii) to be acceptable as meeting the criteria.]

b. Rooflines and parapet.

- (i) Roof lines should be varied in height and long horizontal roof lines should be broken up.
- (ii) Large expanses of roof shall be avoided. Visual diversity can be achieved by varying the roof line and/or the addition of dormers. Diversity can also be achieved by staggering the facade of the building thereby breaking up an otherwise potentially monotonous roof and front facade as well as reduce the visual mass of the building.
- (iii) Pitched roofs shall have overhangs. Eaves should project at least 12 inches beyond the facade line.
- (iv) Specialized architectural details are encouraged on both flat and pitched roofs, to the extent compatible with the building's overall architectural style. Examples of such features include, but are not limited to, the following:
 - Crenellation (flat roofs)
 - Finials (pitched roofs)
 - Dormers (pitched roofs)
 - Cupolas
- (v) Parapet walls should have a defined top, framing the building facade. A narrow piece of metal flashing or stone cap is considered inadequate to create this distinction. Brick patterns, deeper stone caps with an overhang and shadow line, and contrasting color for flashing are examples of treatments which may be considered to meet this guideline.
- (vi) Parapets should not appear to be "tacked on." Parapets should provide sufficient articulation of detail such as precast treatments, continuous banding, projecting cornices or corner details.
- (vii) Faux-pitched roofs (through the use of parapets) are discouraged except to the extent minimally necessary to shield roof-based mechanical equipment.
- (viii) If mansard roofs are utilized, they will wrap around the entire building perimeter.
[Must meet four of (i) through (viii) to be acceptable as meeting the criteria.]

c. Building materials.

- (i) A compatible variety of siding materials (i.e., masonry, concrete texturing, cement or plaster) should be used to produce effects of texture and relief that provide architectural interest.
- (ii) Exterior insulation finish systems (EIFS)/Drivit® is not permitted as the

- primary building material, but permitted as an accent material.
- (iii) The use of metal as a primary building material shall be permitted only where appropriate to the architectural style of the building and when exceptional building design warrants the use of the material. When used, metals will have an anodized, painted or powder coated finish in muted, non-bright colors that are aesthetically pleasing. The use of unfinished, exposed metals is not permitted.
 - (iv) Stone, simulated stone, terra cotta, wood and metal are recommended as accent materials. Metal may be used for gutters, downspouts, railings, trim, grills, panels and flashing.
 - (v) Where transitions in material are made, the transition will not occur at an outside corner edge. All materials on the front will turn the corner and carry over to the side elevation to a point at which the corner looks solidly finished. Material changes at the outside corners of structures give an impression of thinness and artificiality and should be avoided.
[Must meet (i) through (v) to be acceptable as meeting the criteria.]

d. Building colors.

- (i) Colors should be muted and complement each other. While complementary colors for different elements are encouraged, a multitude of varying colors on each facade is not permitted.
- (ii) The natural color of the material should be maintained wherever possible. Where materials are painted, a neutral color should be chosen.
- (iii) Contrasting trim colors should be used to highlight architectural elements such as window and door surrounds. Harsh, jarring contrasts should be avoided, except where true to the architectural style of the building.
- (iv) Applied elements such as awnings, light fixtures, downspouts, railings and signage should coordinate with, rather than dominate the color scheme of the building. The elements may be the same color as the background wall, a contrasting shade of the same color, or a more distinctive contrasting color. The important thing is to blend with the building's color palette.
- (v) Primary, fluorescent or neon colors are not permitted for use as accent colors, including awning body color.
[Must meet (i) through (v) to be acceptable as meeting the criteria.]

e. Entrance design.

- (i) Recessed or projected entries and articulation in entryway mass is required. Recesses or projections shall be at least 12 inches.
- (ii) Entrances should be highlighted by a change in the wall plane. Wall articulation around the door and projecting beyond the door is recommended.
- (iii) A projecting element above the entrance is recommended to highlight the entrance.
- (iv) Entrances should be highlighted by implementation of architectural elements such as flanked columns or decorative fixtures.
- (v) Varied paving textures and/or elevation changes are recommended techniques to define entrances.




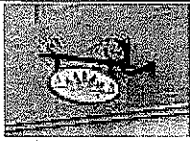
[Must meet three of (i) through (v) to be acceptable as meeting the criteria.]

f. Overall facade design.

- (i) Building facades should be organized to have a clear base, middle, and top.
- (ii) Changes in vertical and horizontal planes should be used to provide relief from a box like appearance.
- (iii) On facades longer than 150 feet, the use of pilasters is recommended to create the appearance of smaller "bays."
- (iv) Vertical elements such as towers can be used to accent horizontal massing and provide visual interest, especially on corner buildings.
- (v) Details such as wall surfaces constructed with patterns, changes in materials, building popouts, columns, and recessed areas should be used to create shadow patterns and depth on the wall surfaces.
- (vi) Blank walls on facades visible from public or private rights-of-way will not be permitted. Consider utilizing windows, wall articulation, arcades, changes in materials, or other features.
- (vii) Minor surface detailing should not be substituted for distinctive building massing. Minor surface detailing includes score lines or changes in color rather than a change or relief in the wall plane.
- (viii) Downspouts shall blend with the architecture or act as an accent, not a dominant feature. Coordinate downspouts with horizontal features (like banding or coursing), and vertical elements (like pilasters, columns, and corners). Downspouts shall not be the only relief feature in a wall.
- (ix) False fronts and false roof structures applied to generic buildings are not appropriate. Facade treatments should be applied to all sides of a structure and be integral to the overall massing of the building.
- (x) Applied veneer "movie set" storefronts, token panels of brick on building fronts and blank masonry walls on the rear of buildings are not permitted.
- (xi) Ornamentation should be avoided except as an enhancement of the overall facade design and ornamental details should complement the surrounding facade in color and material.
- (xii) Ornamentation should not be used as a substitute for quality architectural facade design.

[Must meet all applicable standards to be acceptable as meeting the criteria.]

SECTION XXIV: That Table 4-1000F-1 amended to read as follows:

TABLE 4-1000F-1 Commercial Signs					
[Amended 1-18-2011 by Ord. No. 66411]					
Quantity	Sign Type	Size (sq. ft.)	Height (Feet)	Notes	
1*	Freestanding	60	8	Permitted for food service drive-through tenants only. Must be located behind the front building line. [Please refer to the handout - "Signage for Limited-Service (Fast Food) Restaurants" for signage requirements. [Amended 12-20-2011 by Ord. No. 6765]	
1*	Freestanding-EMC	See Section 2-400(C)(61)	See Section 2-400(C)(61)	EMC signs require a Limited Use Permit, please see Section 2-400(C)(61).	
Multiple	Freestanding	4	3	Way-finding signs	
1*	Projecting	9	Between 8 and 15 feet above mean ground level	Permitted in Location B only and is to be included in the total square feet of wall signage. Limited to a maximum of 4 foot projection and 3 foot width.	

SECTION XXV: That Section 7-200A-1a(iii) be amended to read as follows:

- (iii) Front setback: The front setback shall not be less than 1) 70% of the

required front yard as listed in Article 3 of this Ordinance; or 2) Where the established dwellings on the same side of a block, or measuring a total distance of 400 feet from the lot in question, whichever is less, have an average setback that is 10 feet greater or less than the required setback, the setback for the lot in question shall be the average of the established dwellings.

SECTION XXVI: That Section 9-100A-5 and created and reads as follows:

5. Preside over the Administrative Variation hearing process and make rulings upon such administrative variation requests as may be authorized by this ordinance.

SECTION XXVII: That Section 9-100C-2 be amended to read as follows:

2. Membership: The Planning and Zoning Commission shall consist of 7 members who are residents of the City of Crystal Lake.

SECTION XXVIII: That Section 9-100C-6h be created and reads as follows:

- h. To hear and make a final vote on Administrative Variations referred to it by the Zoning Administrator.

SECTION XXIX: That the following section be inserted as Section 9-200I and that the subsequent sections be renumbered sequentially:

I. Administrative Variation

1. Application. Any property owner in the City of Crystal Lake may file a petition for such Administrative Variations, as may be authorized by this section of the ordinance. The petition shall be made in writing and shall be accompanied by maps, plans and other information as required in Section 9-200 A.
2. Standards for approval. To be eligible for an administrative variation, the petition shall meet the following standards:
 - a. The petitioner is performing maintenance, on a legally permitted structure, which may include removal and replacement, but shall not increase the non-conformity.
 - b. The improvement is to meet a building code requirement; such as, a stoop or landing for egress purposes that would encroach into the setback provided the improvement is the minimum necessary to meet the code.
 - c. The construction of an accessory structure (deck, fence, etc.) which does not increase the non-conformity as established by the principal structure. [ex. A deck may be constructed off the rear of the house, provided it does not extend farther into the setback than the farthest point of the house. A fence, which does not meet the setback requirement for the proposed height, may be constructed provided it does not extend farther into the setback than the house.]
 - d. The addition/enlargement to a non-conforming structure, which does not increase the non-conformity into the setback, as established by the farthest point of the existing

- structure.
- e. The variation is the result of right-of-way taking.
 - f. The minimum parking space requirements of Section 4-200 cannot be met and if one of the following is met:
 - i. The parking requirements of a specific use or development necessitate fewer parking spaces than required by this Ordinance. In support of such request, the applicant must present a trip generation and parking demand study or such other information deemed to be reliable by the Zoning Administrator which demonstrates the reduced parking demand for the development.
 - ii. For existing buildings in the Downtown District and Virginia Street Corridor, when a change of use to a more intensive use makes compliance with the required number of parking spaces impossible because of specific site constraints, the applicant may request to reduce the required number of off-street parking spaces.
 - g. The variation cannot be for a setback encroachment in the front yard of a lake lot.
3. Procedure. Upon receipt of a completed application for an administrative variation, the Zoning Administrator shall set a meeting date to review the variation.
 4. Notice. Petitioner shall provide a copy of the legal notice by first-class mail to each adjacent property owner. Adjacent shall mean across the street and kitty-corner, on either side of the lot and behind including kitty-corner. The notice will include a letter detailing the process and how to make an objection to the request. The petitioner shall also post a sign on the zoning hearing sign on the subject property.
 5. Action. The Zoning Administrator, upon receiving no objection from the public, shall approve or deny the variation request. If an objection from the public is received or if the Zoning Administrator determines that the variation does not meet the above standards, the variation shall be referred to the Planning and Zoning Commission for final action as outlined in Section 9-200C-6h.

SECTION XXX: That the definition for Accessory Structure and Uses, Accessory Building or Structure located in Section 10-200A be deleted.

SECTION XXXI: That section 10-200A be amended to add the following definitions in alphabetic order:

ACCESSORY STRUCTURE

A structure which is detached from a Principal Structure or Principal Building and located on the same Zoning Lot and customarily incidental to and subordinate to the Principal Structure or Principal Building, except as otherwise expressly authorized by provisions of this Code.

ACCESSORY USE

A use which is located on the same Zoning Lot as a Principal Use and customarily incidental to and subordinate to the Principal Use.

ATTACHED

A structure or series of structures that are connected, joined, share a common wall or are within 5 feet, to a principal structure or one another. This includes decks, sheds,

gazebos, pools, etc. provided they are 12 inches or greater above grade.

CARPORT

A roofed structure usually projecting from the side of a building, but may also be free-standing, which is missing one or more walls and would not be considered enclosed, which is used for storing motor vehicles, boats and trailers.

DETACHED

A structure or series of structures that are separate and share no common wall or access and are farther than 5 feet from a principal structure or any other structure. Structures less than 12 inches above grade are considered detached.

ENCLOSED

To be closed in on all sides.

GARAGE

A building or indoor area for parking or storing motor vehicles, boats, trailers, and other personal belongings. A garage shall be fully enclosed.

PRINCIPAL BUILDING OR STRUCTURE

A building or structure on a zoning lot intended to be utilized for a principal use.

PRINCIPAL USE

The use or, when expressly authorized by this Code, uses of a zoning lot, whether permitted or specially permitted, designated by the owner of such lot as the primary or main use or uses of such lot and to which any other use on such lot must be accessory.

LOT, ZONING

A tract of land consisting of one or more lots of record under single fee title ownership located entirely within a block and occupied by, or designated by its owner or developer at the time of filing for any zoning approval or building permit as a tract to be developed for a principal building and its accessory buildings, or a principal use, together with such open spaces and yards as are designed and arranged, or required under this Code, to be used with such building or use; provided, however, that no tract of land created in whole or in part as the result of any activity undertaken in violation of any, or without full compliance with all, provisions of this Code and other applicable state, county, and village laws, ordinances and regulations shall be used as a zoning lot. Notwithstanding the foregoing, sale of individual lots of record underlying individual dwelling units in a single family attached dwelling, following issuance of a Zoning Certificate of Occupancy for such dwelling, shall not prevent treatment of the tract of land underlying such dwelling as a zoning lot and all applicable bulk, space, yard and setback requirements shall be applied with respect to such dwelling and such zoning lot rather than with respect to individually-owned dwelling units and lots of record.

MAINTENANCE

The act of repair or replacement of a structure or piece of a structure to improve its condition. Maintenance shall be limited to two sections of fence, two rows of siding and two squares of roof shingles.

SECTION XXXII: That the definition for Lot in Section 10-200 be amended to read as follows:

LOT

The word "lot" when used alone shall mean a "zoning lot," unless the context of this Ordinance clearly indicates otherwise. The words lot, property, parcel, zoning lot are synonymous, unless the context of this Ordinance clearly indicates otherwise. A lot is a distinct portion or piece of land and shall abut a public street or an approved private street.

SECTION XXXIII: That section 10-200E be amended to add the following definitions in alphabetic order:

ANCILLARY SALES

Sales to walk-in customers of businesses that are permitted or specially permitted in the O Office, M-L Manufacturing Limited or M Manufacturing zoning districts and of which do not exceed 15% of said business's total sales per year.

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

SECTION XXXV: That this Ordinance shall be in full force and effect from and after its passage, approval, and publication as provide by law.

DATED at Crystal Lake, Illinois, this 2nd day of August, 2016.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: August 2, 2016

APPROVED: August 2, 2016

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.



Agenda Item No: 24

**City Council
Agenda Supplement**

Meeting Date: August 2, 2016

Item: Text Amendment to Section 397-5 Air Pollution of the City Code.

Recommendation: Motion to adopt an ordinance amending Section 397-5 of the City Code.

Staff Contact: Paul DeRaedt, Fire Rescue Chief

Background:

- The proposed City Code text amendment would address issues observed by staff and would simplify the requirements for residents when applying for a firepit permit.
- The current City Code requires a 25-foot separation requirement to combustible structures for a fixed fire pit and a 15-foot separation requirement to combustible structures for a portable fire pit. The existing requirements are not consistent and may lead to a possible conflict with a future improvement made on a neighboring property.

Request:

- Changes are proposed to Section 397-5 of the City Code. A marked-up Exhibit A details the proposed code changes.
- This modification to the Code to a standard 15-foot separation to combustible structures and property lines would eliminate future conflicts with firepits being permitted today and the future property improvements homeowners and their neighbors make in the future.

Votes Required to Pass: A simple majority vote.



DRAFT

The City of Crystal Lake Illinois

**AN ORDINANCE AMENDING SECTION 397-5 OF THE CODE OF ORDINANCES OF
THE CITY OF CRYSTAL LAKE, ILLINOIS**

**BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF
CRYSTAL LAKE** as follows:

SECTION I: That Section 397-5 be amended to read as follows:

Bonfire or Recreational burning. No person shall cause, suffer, allow or permit open burning, including the burning of garbage, refuse, rubbish in any manner, with the exception of those in conformity with the provisions of this section as defined in this section, except upon a permit duly issued by the Fire Chief of the Fire Rescue Department of the City of Crystal Lake or designated representative.

- A. Burning in an open fire, provided that it is not contrary to any other federal, state, or local law, ordinance, rule or regulation, will be permitted for the following upon a permit duly issued by the Fire Rescue Chief of the Fire Rescue Department of the City of Crystal Lake or his or her designated representative and shall be solely for recreational purposes:
- (1) Bonfires. Bonfires shall be permitted only for a publicly sponsored celebration or event, or for an organization-sponsored event, or for a public or private school-sponsored event, and shall be subject to meeting all requirements of the annual recreational fire/bonfire permit application obtained from and filed with the Crystal Lake Fire Rescue Department.
 - (2) Recreational fires or campfires. Small recreational fires or campfires shall be permitted but shall be subject to meeting all requirements of the annual recreational fire/bonfire permit application obtained from and filed with the Crystal Lake Fire Rescue Department and shall be contained to a device designed to hold a small fire, such as an outdoor fireplace, or commercially manufactured steel or ceramic portable fireplace, including chimineas, and portable fire pits, and used according to the manufacturer's directions. Stationary fire pits shall also be

permitted and shall be built in a below-ground pit surrounded on the outside by a noncombustible material such as concrete block, metal or rocks with a minimum depth of 10 inches.

- (3) Outdoor cooking. Open burning will be permitted for outdoor cooking when the fire is limited to the minimal size necessary and contained in a device or cooking utensil commonly referred to as a grill or hibachi and designed for outdoor cooking purposes. All applicable and/or reasonable safety precautions shall be taken when using said devices or utensils.
- (4) Set fires. Fires set or approved by the Fire Rescue Department for practice of firefighter or rescue personnel, instructing the public, testing fire equipment, or for other Fire Rescue or law enforcement purposes shall be permitted. A permit will be required for all entities conducting open burning for the above purposes.
[Amended 2-20-2007 by Ord. No. 6161]

B. Annual recreational fire/bonfire permit issuance. Any person, firm or corporation requesting a permit for recreational fire/bonfire shall submit an application, containing at a minimum the purpose of the proposed burning, nature and the quantities of material to be burned, and location of the burning site to the Crystal Lake Fire Rescue Department upon a form provided by the Crystal Lake Fire Rescue Department, which shall have the authority to approve such permits. The Crystal Lake Fire Rescue Department will use the standards as set forth in the International Fire Code at the time of application. All recreational fire/bonfire permit requests shall be subject to the following conditions:
[Amended 2-20-2007 by Ord. No. 6161]

- (1) Notification. Annual applications for bonfires shall be submitted in writing at least 10 days before the fire is set. Bonfires shall not be ignited prior to an on-site inspection of the location where the bonfire is to take place and shall be subject to any and all conditions or restrictions the Crystal Lake Fire Rescue Department may impose for the safety of life and property. After receipt of the bonfire permit, the permit holder must call the Crystal Lake Fire Rescue Department at least 10 days prior to each time that a bonfire will take place.

Annual applications for recreational fires and campfires shall be submitted in writing at least two days before the first fire is set.

- (2) Owner. All permits shall be requested by and issued only to the owner of land upon which the open burn is to be kindled.
- (3) Attendance. A responsible party, over the age of 17, shall constantly attend any bonfire or recreational burning until the fire is completely extinguished at the end

of the permit time. Fire-extinguishing equipment shall be available for immediate use.

- (4) Location requirements. The location for stationary fire pits or commercially manufactured steel or ceramic portable fireplaces, including chimineas and portable fire pits, shall not be less than 15 feet from any structure (habitable or accessory), combustible materials (wooden fences, decks, play structures, etc.) and permit holder's property lines.
 - (5) Dimension. A bonfire shall not be more than five feet by five feet in dimension. A recreational campfire shall not be more than three feet in diameter and two feet in height of pile size.
 - (6) Duration. Any bonfire or recreational burning shall not burn longer than three hours and shall be extinguished no later than midnight.
 - (7) The Crystal Lake Fire Rescue Department or its designated enforcement representative shall prohibit recreational burning which will be offensive, objectionable, or create a nuisance due to smoke or odor emissions when atmospheric conditions or local circumstances make such fires hazardous to life or property. The Crystal Lake Fire Rescue Department may order the extinguishment, by the permit holder or the Fire Rescue Department, of any recreational burning that creates or adds to a hazardous or objectionable situation.
 - (8) Permit duration. Each recreational fire/bonfire permit shall be issued for the appropriate calendar year and must be renewed on an annual basis.
 - (9) Fuel for the recreational fire, campfire or bonfire will consist of only seasoned, dry firewood and be ignited with a small quantity of paper.
- C. Control of fires within the City. If, in the opinion of the Fire Rescue Chief, or his/her designated representative, weather conditions are such that the starting or the continuation of burning is a risk to life, health or property within the City, they shall have the right to declare that any and all burning shall cease immediately until further notice.
- D. Enforcement. The Fire Rescue Chief and such personnel as he or she shall designate are hereby vested with authority to enforce the provisions of this section. The Fire Rescue Department is hereby authorized to extinguish any bonfire or recreational burning fire being conducted in violation of any of the provisions of this section.
- E. Penalties for offenses. The Fire Rescue Chief or his/her designated representative shall investigate all violations of the annual recreational fire/bonfire request and shall have the authority upon completion of such investigation to revoke the permit for the permit site

for the duration of the permit. A violation of the provisions of this section shall be grounds for the denial for future annual recreational fire/bonfire permits. Additionally, any person violating any provision of this section shall be, upon conviction, fined pursuant to the provisions of Chapter 1, Article II, General Penalty, for each offense; and every day's failure to comply with any such provision may constitute a separate violation.^[1]

[1] *Editor's Note: Former §§ 6.12 and 6.13, regarding water pollution and land pollution and solid waste disposal, which immediately followed this subsection, were deleted 2-20-2007 by Ord. No. 6161. Former § 6.14, Noise pollution, as amended, can now be found in Ch. 358, Noise, Art. II. Former § 6.15, Radiation, was deleted 2-20-2007 by Ord. No. 6161.*

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

SECTION III: That this Ordinance shall be in full force and effect from and after its passage, approval, and publication as provide by law.

DATED at Crystal Lake, Illinois, this 2nd of August, 2016.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
AARON T. SHEPLEY, MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: August 2, 2016

APPROVED: August 2, 2016

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

EXHIBIT A

Chapter 397. Pollution

Article I. Pollution Control

§397-5. Air Pollution.

Open Bonfire or Recreational burning. No person shall cause, suffer, allow or permit open burning, including the burning of garbage, refuse, rubbish in any manner, with the exception of those in conformity with the provisions of this section as defined in this section, except upon a permit duly issued by the Fire Chief of the Fire Rescue Department of the City of Crystal Lake or designated representative.

- A. Burning in an open fire, provided that it is not contrary to any other federal, state, or local law, ordinance, rule or regulation, will be permitted for the following upon a permit duly issued by the Fire Rescue Chief of the Fire Rescue Department of the City of Crystal Lake or his or her designated representative and shall be solely for recreational purposes:
- (1) **Bonfires.** Bonfires shall be permitted only for a publicly sponsored celebration or event, or for an organization-sponsored event, or for a public or private school-sponsored event, and shall be subject to meeting all requirements of the annual recreational fire/bonfire permit application obtained from and filed with the Crystal Lake Fire Rescue Department.
 - (2) **Recreational fires or campfires.** Small recreational fires or campfires shall be permitted but shall be subject to meeting all requirements of the annual recreational fire/bonfire permit application obtained from and filed with the Crystal Lake Fire Rescue Department and shall be contained to a device designed to hold a small fire, such as an outdoor fireplace, or commercially manufactured steel or ceramic portable fireplace, including chimineas, and portable fire pits, and used according to the manufacturer's directions. Stationary fire pits shall also be permitted and shall be built in a below-ground pit surrounded on the outside by a noncombustible material such as concrete block, metal or rocks with a minimum depth of 10 inches.
 - (3) **Outdoor cooking.** Open burning will be permitted for outdoor cooking when the fire is limited to the minimal size necessary and contained in a device

or cooking utensil commonly referred to as a grill or hibachi and designed for outdoor cooking purposes. All applicable and/or reasonable safety precautions shall be taken when using said devices or utensils.

- (4) Set fires. Fires set or approved by the Fire Rescue Department for practice of fire-fighter or rescue personnel, instructing the public, testing fire equipment, or for other Fire Rescue or law enforcement purposes shall be permitted. A permit will be required for all entities conducting open burning for the above purposes.

[Amended 2-20-2007 by Ord. No. 6161]

- B. Annual recreational fire/bonfire permit issuance. Any person, firm or corporation requesting a permit for recreational fire/bonfire shall submit an application, containing at a minimum the purpose of the proposed burning, nature and the quantities of material to be burned, and location of the burning site to the Crystal Lake Fire Rescue Department upon a form provided by the Crystal Lake Fire Rescue Department, which shall have the authority to approve such permits. The Crystal Lake Fire Rescue Department will use the standards as set forth in the International Fire Code at the time of application. All recreational fire/bonfire permit requests shall be subject to the following conditions:

[Amended 2-20-2007 by Ord. No. 6161]

- (1) Notification. Annual applications for bonfires shall be submitted in writing at least 10 days before the fire is set. Bonfires shall not be ignited prior to an on-site inspection of the location where the bonfire is to take place and shall be subject to any and all conditions or restrictions the Crystal Lake Fire Rescue Department may impose for the safety of life and property. After receipt of the bonfire permit, the permit holder must call the Crystal Lake Fire Rescue Department at least 10 days prior to each time that a bonfire will take place.

Annual applications for recreational fires and campfires shall be submitted in writing at least two days before the first fire is set. ~~After receipt of the annual recreational fire permit, the permit holder must call the Crystal Lake Fire Rescue Department at least 30 minutes prior to each time that a recreational fire in a stationary fire pit will take place. Failure to make this the required notification may result in the revocation of the permit. The permit holder shall not be required to call the Crystal Lake Fire Rescue Department prior to a recreational fire which utilizes commercially~~

~~manufactured steel or ceramic portable fireplaces, including chimineas and portable fire pits.~~

- (2) Owner. All permits shall be requested by and issued only to the owner of land upon which the open burn is to be kindled.
- (3) Attendance. A responsible party, over the age of 17, shall constantly attend any ~~open bonfire or recreational~~ burning until the fire is completely extinguished at the end of the permit time. Fire-extinguishing equipment shall be available for immediate use.
- (4) Location requirements. The location for stationary fire pits or ~~bonfires shall not be less than 25-15 feet from any structure, and provisions shall be made to prevent the fire from spreading to within 25-15 feet of any structure.~~ The location of commercially manufactured steel or ceramic portable fireplaces, including chimineas and portable fire pits, shall not be less than 15 feet from any structure (~~habitable or accessory~~), ~~combustible materials (wooden fences, decks, play structures, etc.) and permit holder's property lines.~~
- (5) Dimension. A bonfire shall not be more than five feet by five feet in dimension. A ~~recreational~~ campfire shall not be more than three feet in diameter and two feet in height of pile size.
- (6) Duration. Any ~~open bonfire or recreational~~ burning shall not burn longer than three hours and shall be extinguished no later than midnight.
- (7) The Crystal Lake Fire Rescue Department or its designated enforcement representative shall prohibit ~~open recreational~~ burning which will be offensive, objectionable, or create a nuisance due to smoke or odor emissions when atmospheric conditions or local circumstances make such fires hazardous and ~~shall present a safety hazard to life or property.~~ The Crystal Lake Fire Rescue Department may order the extinguishment, by the permit holder or the Fire Rescue Department, of any ~~open recreational~~ burning that creates or adds to a hazardous or objectionable situation.
- (8) Permit duration. Each recreational fire/bonfire permit shall be issued for the appropriate calendar year and must be renewed on an annual basis.

- (9) Fuel for the recreational fire, campfire or bonfire will consist of only seasoned, dry firewood and be ignited with a small quantity of paper.
- C. Control of fires within the City. If, in the opinion of the Fire Rescue Chief, or his/her designated representative, weather conditions are such that the starting or the continuation of burning is a risk to life, health or property within the City, they shall have the right to declare that any and all burning shall cease immediately until further notice.
- D. Enforcement. The Fire Rescue Chief and such personnel as he or she shall designate are hereby vested with authority to enforce the provisions of this section. The Fire Rescue Department is hereby authorized to extinguish any open bonfire or recreational burning fire being conducted in violation of any of the provisions of this section.
- E. Penalties for offenses. The Fire Rescue Chief or his/her designated representative shall investigate all violations of the annual recreational fire/bonfire request and shall have the authority upon completion of such investigation to revoke the permit for the permit site for the duration of the permit. A violation of the provisions of this section shall be grounds for the denial for future annual recreational fire/bonfire permits. Additionally, any person violating any provision of this section shall be, upon conviction, fined pursuant to the provisions of Chapter 1, Article II, General Penalty, for each offense; and every day's failure to comply with any such provision may constitute a separate violation.^[1]

[1] *Editor's Note: Former §§ 6.12 and 6.13, regarding water pollution and land pollution and solid waste disposal, which immediately followed this subsection, were deleted 2-20-2007 by Ord. No. 6161. Former § 6.14, Noise pollution, as amended, can now be found in Ch. 358, Noise, Art. II. Former § 6.15, Radiation, was deleted 2-20-2007 by Ord. No. 6161.*



Agenda Item No: 25

**City Council
Agenda Supplement**

Meeting Date: August 2, 2016

Item: Crystal Lake Watershed Stormwater Management Facilities Non-Residential Maintenance Plan, Grant of Easement, and Funding Agreement for Enterprise Rent-A-Car at 487 Virginia Street.

Staff Recommendation: Motion to adopt a Resolution authorizing the City Manager to execute a Crystal Lake Watershed Stormwater Management Facilities Non-Residential Maintenance Plan, Grant of Easement, and Funding Agreement for the Enterprise Rent-A-Car location at 487 Virginia Street.

Staff Contact: Abigail Wilgreen, City Engineer

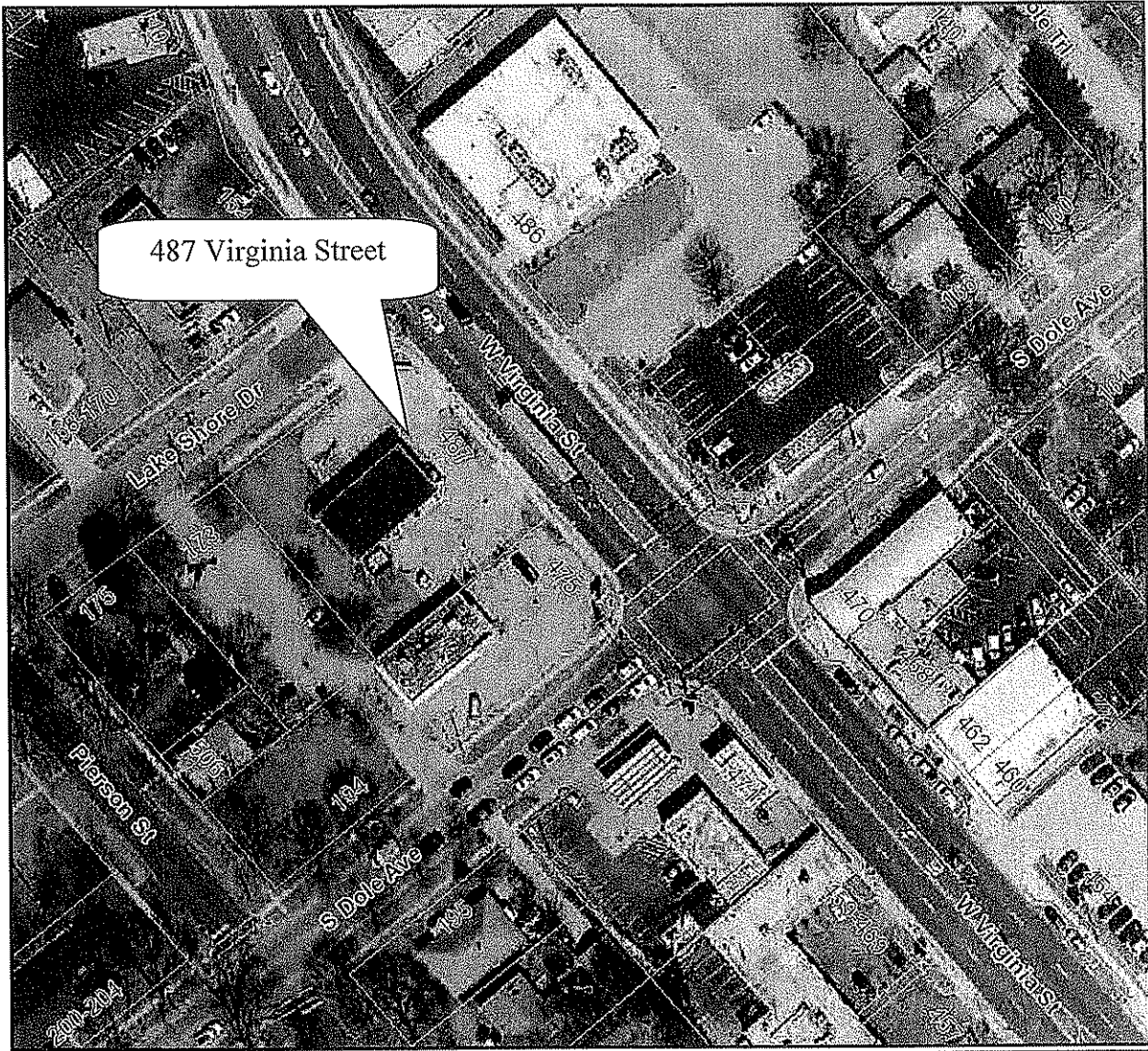
Background:

On November 6, 2007, the City Council adopted the *Crystal Lake Watershed Stormwater Management Design Manual* and the *Crystal Lake Watershed Stormwater Management Program Implementation Plan*. The purpose of both documents is to protect Crystal Lake by regulating the stormwater management practices of properties that develop or redevelop in the watershed.

The *Crystal Lake Watershed Stormwater Management Program Implementation Plan* (Implementation Plan) provides more detail on how the watershed regulations would be executed by the City. The implementation plan gives specific details on what the responsibilities of developers, property owners, and the City are in the watershed.

Per the requirements of the implementation plan, a "Crystal Lake Watershed Stormwater Facilities Non-Residential Maintenance Plan, Grant of Easement and Funding Agreement" (agreement) was created. This agreement is utilized as a template whenever an existing or new development is completed within the watershed. This same agreement has been used for other projects in the Crystal Lake Watershed.

The reconfiguration of the site at 487 Virginia Street for the new Enterprise Rent-A-Car location is under way. A copy of the agreement signed by a representative of Virginia Road LLC, the owner of the property, is attached for reference.



Votes Required to Pass:

Simple Majority

DRAFT



The City of Crystal Lake Illinois

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be authorized to execute the Crystal Lake Watershed Stormwater Management Facilities Non-Residential Maintenance Plan, Grant of Easement, and Funding Agreement with Virginia Road, LLC for the property at 487 Virginia Street.

DATED this 2nd day of August, 2016.

CITY OF CRYSTAL LAKE, an Illinois
Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: August 2, 2016

APPROVED: August 2, 2016



Agenda Item No: 26

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	August 2, 2016
<u>Item:</u>	Supplemental Agreement to the City's Lease with Union Pacific for the use of Railroad Property
<u>Staff Recommendation:</u>	Motion to adopt a resolution authorizing the City Manager to execute an amendment to the lease agreement with Union Pacific in order to allow the City to review and approve applications for the use of Depot Park.
<u>Staff Contact:</u>	Eric T. Helm, Deputy City Manager

Background:

Downtown Crystal Lake utilizes the downtown gazebo park for annual events including the Johnny Appleseed festival, the farmer's market, and a fundraiser dinner. Since Union Pacific owns this property, Downtown Crystal Lake must receive annual permission from Union Pacific to hold these events. The Union Pacific approval process is often lengthy and requires additional follow-up by City and Downtown Crystal Lake staff. In order to streamline the approval process for events at the park, it is recommended that the City be allowed to approve applications for permits for the use of Depot Park without receiving supplemental approval from Union Pacific. In order to implement this approval process, Union Pacific would be agreeable to amending the existing agreement between the City and Union Pacific that allows the City to lease parking along Railroad Street and in the Depot Park parking lot. The proposed supplemental agreement is attached.

Votes Required to Pass:

Simple majority



DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and he is hereby authorized and directed to execute an amendment to the lease agreement between the City of Crystal Lake and the Union Pacific Railroad dated October 12, 1967 in order to allow the City to review and approve applications for the use of Depot Park.

DATED this 2nd day of August 2016.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: _____
APPROVED: _____



Agenda Item No: 27

**City Council
Agenda Supplement**

Meeting Date:

August 2, 2016

Item:

Resolution authorizing the Development of a Borrowing Plan for Special Service Area 46 Refinancing

Staff Recommendation:

A motion adopting a Resolution authorizing the development of a financing plan for the refinancing of the Special Service Area 46 Bonds Series 2007.

Staff Contact:

George Koczwar, Director of Finance

Special Service Area 46 Bonds Series 2007 Refinancing

At the February 20, 2007 City Council Meeting, the City Council adopted an ordinance providing for the issuance of \$2,500,000 Special Service Area 46 Bonds Series 2007 for Bryn Mawr Subdivision Phase 1 infrastructure improvements.

Bryn Mawr Subdivision Phase 1 was developed by Ryland Homes. Ryland Homes was responsible for extending sewer and water within Phase 1 of the development. The City entered into an Infrastructure Agreement with Ryland Homes, which included the right to a Special Service Area (SSA) for the cost of public improvements.

Special Service Area (SSA) financing is a mechanism for residents to fund the installation of an infrastructure improvement through a localized property tax levy. An area is defined in which property owners will specially benefit by a proposed improvement. In this case, the area is Bryn Mawr Subdivision Phase 1. Based on the actual cost of the improvement, a tax rate is then established and applied against the assessed value of each property in the defined area. That amount appears on the property tax bill and pays for the improvement over a predetermined period of years.

The following is a pertinent chronology of the approval of SSA 46 and the issuance of the bonds:

- December 5, 2006: The City Council adopted an ordinance proposing SSA 46.
- December 19, 2006: The City Council held a public hearing on the Bryn Mawr Subdivision Phase 1 SSA to consider the establishment of SSA 46.
- February 6, 2007: The City Council adopted an ordinance establishing SSA 46.

- February 20, 2007: The City Council adopted Ordinance 6160 that provided for the issuance of \$2,500,000 in bonds and a direct annual tax sufficient to pay the principal and interest of the bonds.

As of May 30, 2014, all of the public improvements for Bryn Mawr Phase 1 have been completed. In addition to the cost for improvements, the proceeds of the bonds were used for bond issuance and capitalized interest. All of the lots in Phase 1 have been developed.

SSA Bonds are not general obligation bonds for the City; instead they are obligations of the defined area. The City serves as a conduit for the issuance of the bonds.

The SSA 46 Bonds are callable on March 1, 2017 which means that they can be refinanced in order to lower the interest rate on the bonds. Currently, the interest rate of the SSA 46 bonds is 5.75%. It is anticipated that the refinanced bonds could be sold at approximately an interest rate of 3.9% based on current market conditions. Refinancing the bonds to lower their interest rates will lower the property tax payments made by the residents of Bryn Mawr Phase 1 since they are the ones responsible for the repayment of the bonds. It is currently estimated, over the remaining term of the original thirty-year bonds (maturing March 1, 2036), the property owners of Bryn Mawr Phase 1 will save approximately \$365,534. Attached is a savings analysis completed by the City's Financial Advisor, PMA Securities, Inc.

Financial Advisory Services

Regulations affecting firms providing financial advisory services to municipal entities have substantially changed over the last several years with the adoption of the Dodd-Frank Wall Street Reform and Consumer Protection Act and the 2014 effectiveness of the U.S. Securities and Exchange Commission's (SEC) permanent registration regime for municipal advisors. Additional changes affecting municipal advisors became effective on June 23, 2016 under Municipal Securities Rulemaking Board (MSRB) Rule G-42, which establishes core standards of conduct for municipal advisors.

In light of these new rules and regulations, PMA Securities, Inc. has updated its practice for the timing of the delivery of its Financial Advisory Agreement. While PMA Securities, Inc. is providing the agreements earlier than has been done previously, the fees to PMA Securities continue to be contingent upon the closing of the securities contemplated in the agreements, and that there is no penalty to terminate before the said closing.

Recommendation

The attached resolution authorizes the development of a borrowing plan for Special Service Area 46 refinancing and authorizes the City Manager to execute agreements for services related for the funding of said projects. The results of the solicited proposals for Special Service Area 46 refinancing will be presented to the City Council for approval at an upcoming City Council meeting.

The agreement for services related to these projects would include bond counsel, financial advisor, rating service, online auction, bond registrar/paying agent, escrow agent and other related services. Attorney Pardys has reviewed the attached. Fees paid to the funding service providers will be part of the financing proceeds.

Votes Required to Pass:

Simple Majority



DRAFT

RESOLUTION AUTHORIZING THE DEVELOPMENT OF A FINANCING PLAN FOR SPECIAL SERVICE AREA 46 REFINANCING

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, ILLINOIS, AS FOLLOWS:

Section 1. Funding Plan. The City Manager and the City Finance Director, together with the City’s Financial Advisor, and the City’s Bond Counsel, are authorized to prepare and present to this City Council, a plan for the refinancing of the Special Service Area 46 Bonds Series 2007.

Section 2. Service Providers. The City Manager be and he is hereby authorized and directed to execute agreements for services related to the for the refinancing of the Special Service Area 46 Bonds Series 2007 including:

- Special Service Area 46 Bond Refinancing (1)
- Bond Counsel – Chapman and Cutler. \$15,000
- Disclosure Counsel – Chapman and Cutler. \$5,000
- Rating Service – Standard and Poor’s. \$0
- Financial Advisor – PMA Securities, Inc. \$15,000
- OS Prod. Dist. Posting – PMA Securities, Inc. \$2,500
- Online Auction – Grant Street. \$0
- Bond Registrar/Paying Agent. \$650
- Escrow Agent: \$1,000 (est.)
- Underwriter: (TBD as part of proposal)

(1) No rating or online auction since an SSA bond of this size is not a candidate for a rating or a competitive sale.

Fees paid to the funding service providers will be part of the financing proceeds.

DATED this 2nd day of August, 2016

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK



Agenda Item No: 28

City Council Agenda Supplement

Meeting Date:

August 2, 2016

Item:

Suburban Purchasing Cooperative Contracts #129,130, 152, and 154 Vehicle Purchase- 2016 Ford Police Interceptors, Ford Escape, and Ford Fusion.

Staff Recommendation:

Motion to adopt a resolution authorizing the City Manager to execute an agreement with Currie Motors, in Frankfort, IL for the purchase of four (4) Police Interceptor Utility/Sedan Vehicles, one (1) Ford Escape, and one (1) Ford Fusion in the amount submitted through the Suburban Purchasing Cooperative Contracts.

Staff Contact:

James Black, Chief of Police
Victor Ramirez, Director of Public Works

Background:

The Police Department requests approval for fleet vehicle replacement as part of the Fiscal Year 2016-2017 Budget. This request includes three new Ford Interceptor Utility vehicles, one new Ford Interceptor Sedan, one new Ford Escape, and one new Ford Fusion. These vehicles will be replacing four Sedans and two Utility vehicles.

Ford Interceptor Utility Patrol vehicles (2):	\$28,389/ea	Total: \$56,778
Ford Interceptor Utility Unmarked vehicle (1):		\$27,848
Ford interceptor Sedan Patrol vehicle (1):		\$26,823
Ford Escape (1):		\$23,268
Ford Fusion (1):		\$19,819

As members of the Suburban Purchasing Cooperative Program, the City is able to take advantage of the cooperative members' leveraged contract. This program allows members to combine purchasing power, which enables significant cost reductions. All items that are bid through the Cooperative follow the same public procurement standards that the City follows during the competitive, sealed bidding process.

Recommendation:

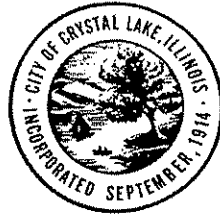
It is the recommendation of the Public Works Department and the Police Department to purchase four Police Interceptor Utility/Sedan vehicles, one Ford Escape, and one Ford Fusion in the amount of \$154,536.00 from Currie Motors, in Frankfort, IL, through the Suburban Purchasing Cooperative Purchasing Program. Funds have been budgeted for this purchase.

Votes Required to Pass:

Simple Majority

DRAFT

16R-_____



The City of Crystal Lake

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a Purchase Agreement between the CITY OF CRYSTAL LAKE and Currie Motors (Frankfort, IL) for the purchase of four (4) Police Interceptor Utility/Sedan Vehicles, one (1) Ford Escape, and one (1) Ford Fusion, in the amounts submitted.

DATED this 2nd day of August, 2016.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

Aaron T. Shepley, Mayor

SEAL

ATTEST

Nick Kachiroubas, City Clerk

Passed: August 2, 2016

Approved: August 2, 2016