



CITY OF CRYSTAL LAKE

AGENDA

CITY COUNCIL

REGULAR MEETING

City of Crystal Lake

100 West Woodstock Street, Crystal Lake, IL

City Council Chambers

April 17, 2018

7:30 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Proclamations**
 - a. **Charles Copley Roofing – 50 years**
 - b. **Mister A's – 50 years**
 - c. **Arbor Day**
5. **Approval of Minutes –April 3, 2018 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. **McHenry County Bicycle Club – Special Event Approval for the 2018 Udder Century to be held on June 3, 2018.**
 - b. **St. Thomas the Apostle School – Special Event Approval for the Field Day event to be held on May 25, 2018 and waiver of the application fee.**
 - c. **Lakeside Legacy Foundation, 401 Country Club Road – Request for the issuance of two Class “19” Temporary Liquor Licenses, Special Event Approval and Waiver of Police chargeback and application fees for the 39th Annual Lakeside Festival on July 4- July 7, 2018.**
 - d. **Crystal Lake Beer Company, 150 N. Main St – 2018 Crystal Lake Beer Company Maibock Festival, Temporary Variance to the Class “26” liquor license; and Special Event Approval for May 11 & 12, 2018.**

- e. Crystal Lake Beer Company, 150 N. Main St – 2018 Crystal Lake Beer Company Oktoberfest, Temporary Variance to the Class “26” liquor license; and Special Event Approval for September 7-9, 2018.
11. Scholl Construction, 432 W. Virginia St. – Sign Variation.
 12. Plum Garden Crystal Lake, 446 W. Virginia - City Code Amendment to increase the number of Class “3” Liquor Licenses from the current permitted 6 to 7 licenses.
 13. Resolution determining Hotel/Motel Tax Distribution for the Raue Center for the Arts.
 14. Resolution authorizing the execution of an intergovernmental agreement, and easement between the City of Crystal Lake and McHenry County College; Resolution authorizing the execution of a municipal utility easement between the City of Crystal Lake and McHenry County College.
 15. Amendment to Chapter 515 Water and Sewer of the City Code, Section 45 & 49.
 16. Adoption of 2018 International Building Codes.
 17. Bid award and resolution authorizing the execution of a contract with TKG Environmental Services Group for street sweeping services.
 18. Bid award and resolution authorizing the execution of a contract with Petroleum Traders Corp. for the provision of unleaded gasoline and diesel fuel.
 19. Bid award and resolution authorizing the execution of a contract with Geostar Mechanical for the Building Mechanical Systems Maintenance & Service Program; and rejection of bids from December 19, 2017.
 20. Public Hearing; Ordinance approving and adopting the Annual Budget for the 2018/2019 Fiscal Year; Salary Ordinance for the 2018/2019 Fiscal Year; Ordinance amending Chapter 515, Water and Sewer, of the City Code.
 21. Council Inquiries and Requests.
 22. 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.
 23. Reconvene to Regular Session.
 24. Adjourn.

If special assistance is needed in order to participate in a City of Crystal Lake public meeting, please contact Jillian Austin, Executive Assistant, at 815-459-2020, at least 24 hours prior to the meeting, if possible, to make arrangements.



Agenda Item No: 10a

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	April 17, 2018
<u>Item:</u>	McHenry County Bicycle Club Udder Century
<u>Staff Recommendation:</u>	Motion to approve the application for a Special Event for the 2018 Udder Century to be held on June 3, 2018 pursuant to the conditions recommended in this agenda supplement.
<u>Staff Contact:</u>	Michelle Rentzsch, Director of Community Development

Background:

The Udder Century is an annual bicycle ride sponsored by the McHenry County Bicycle Club (MCBC). This bike ride offers several courses of between 31 and 100 miles for a ride through western McHenry County. This year, the MCBC has changed the starting location to McHenry County College. They have requested the presence of a Crystal Lake Police Officer to help bicycles cross Route 14 onto Lucas Road at the beginning of the ride. They will also be using a portion of Lucas Road under City jurisdiction.

City staff has reviewed the petitioner's request and offers the following conditions:

- 1) The volunteers are to carry cellular phones or radios to contact 911 in case of an emergency. Volunteers are not to direct traffic.
- 2) Emergency vehicle access must be maintained throughout the event. Items should not be placed on the roadway to prohibit access.
- 3) Streets are not to be marked with paint or any permanent materials.
- 4) All debris created by the event shall be cleaned up during and after the event.
- 5) If tents or canopies will be used, the petitioner shall contact the Fire Rescue Department (815-356-3640) for further review.
- 6) The application indicates that food will be served or sold at the event. Please contact the McHenry County Health Department to obtain the proper permits.
- 7) Promotional and informational banners and signage may need a limited duration sign permit issued from the Building Division. Please contact the Building Division regarding signage to be used in conjunction with the event.

- 8) Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement.
- 9) In the case of inclement weather, an alternate date can be approved by the City Manager.
- 10) This event will require one Police Officer to assist with traffic control at the beginning of the event. Please contact the Police Department to coordinate the Police Officer Detail.

The cost for the Police Officer detail is estimated to be \$324.55. The event organizers will be responsible for reimbursing the Police Department for this cost.

The applicant has been made aware of these recommended conditions and concurs with them. The special event application and other supporting documentation are attached.

Votes Required to Pass:

Simple majority vote



Agenda Item No: 10b

**City Council
Agenda Supplement**

Meeting Date: April 17, 2018

Item: St. Thomas the Apostle School Field Day

Staff Recommendation: Motion to approve St. Thomas the Apostle School's following requests for their annual Field Day to be held on May 25, 2018:

1. The application for a Special Event pursuant to the conditions recommended in this agenda supplement
2. A waiver of the \$50 application fee.

Staff Contact: Michelle Rentzsch, Director of Community Development

Background:

St. Thomas the Apostle Church is requesting to hold its annual Field Day Special Event. This request includes the closure of Lake Street between Washington Street and the eastern portion of the St. Thomas the Apostle Church property, and Washington Street between Lake Street and Pierson Street, on Friday, May 25, 2018, from 8:00 a.m. until 2:00 p.m. for the St. Thomas Field Day end of school celebration.

During the St. Thomas Field Day, the children will be going back and forth from the school to the playing fields, participating in a wide variety of activities. They will be using the parking lot on Washington Street for the Field Day. Closing Lake Street to Washington Street and closing Washington Street between Lake Street and Pierson Street would make it safer for the children to cross from the school to the fields and parking lot, as well as make it easier on the parent volunteers coordinating the St. Thomas Field Day.

City staff has reviewed the petitioner's request and does not have any concerns regarding the closure of Lake Street, providing the following conditions are met:

- 1) City-owned barricades must be used to block off the street closure sections. Barricades shall be placed to allow access to existing crosswalks. In addition, a "Local Traffic Only" sign must be temporarily placed at the entrance to Lake Street from Dole Avenue. The petitioner has submitted a Barricade Borrowing Application.

- 2) The petitioner must send a notice to all affected property owners along Lake Street.
- 3) The petitioner must contact the School Districts in the area in case there are any bus routes that may utilize Lake Street.
- 4) Emergency vehicle access must be maintained throughout the event. Items should not be placed on the roadway to prohibit access, and volunteers should be available to remove barricades to allow emergency vehicles on the roadway, if necessary.
- 5) Emergency access to the School must be maintained throughout the event. The petitioner must provide a plan of the St. Thomas Field Day layout.
- 6) Local traffic access to Lake Street must be maintained throughout the event. Volunteers should be available to remove barricades to allow property owners on the roadway, if necessary.
- 7) All debris created by the event shall be cleaned up during and after the event.
- 8) Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement.
- 9) If tents or canopies will be used, the petitioner shall contact the Fire Rescue Department at (815) 356-3640 for further review.
- 10) Promotional and informational banners and signage may need a limited duration sign permit issued from the Building Division. Please contact the Building Division regarding signage to be used in conjunction with the event.
- 11) In the case of inclement weather, an alternate date can be approved by the City Manager.

The applicant has been made aware of these recommended conditions and concurs with them. In past City Council approvals, the application fee has been waived.

The applicant has been made aware of these recommended conditions and advised to attend the April 17, 2018 City Council meeting to answer any questions.

Votes Required to Pass:

Simple majority vote



Agenda Item No: 10c

**City Council
Agenda Supplement**

Meeting Date:

April 17, 2018

Item:

Lakeside Legacy Foundation 2018 Lakeside Fest

Staff Recommendation:

Motion to approve the following requests for the 2018 Lakeside Festival to be held July 4 through July 7, 2018:

1. The application for two Class "19" Temporary Liquor Licenses.
2. The application for a special event pursuant to the conditions recommended in this agenda supplement.
3. A waiver of the \$50 application fee and Police chargeback fees for the Police Officers assigned to the festival.

Staff Contact:

Eric T. Helm, Deputy City Manager
Michelle Rentzsch, Director of Community Development

Background:

The Lakeside Legacy Foundation is currently planning the 2018 Lakeside Festival on July 4 through July 7, 2018. The Lakeside Festival is one of McHenry County's largest festivals, and attracts around 50,000 people every year. The festival will be operated as it has been in the past, with two stages for live entertainment, a carnival featuring rides and midway games, food vendors from the area, and other fun events. The daily schedule of the event is:

- Wednesday, July 4: Noon to 11:00 PM
- Thursday, July 5: 4:00 PM to 11:00 PM
- Friday, July 6: Noon to 11:00 PM
- Saturday, July 7: Noon to 10:00 PM

As part of the planning, a major special event if requested, as well as requesting approval for two Class "19" Temporary Liquor Licenses.

Liquor License

As part of the approval for this event, the Lakeside Legacy Foundation has requested the issuance of two Class "19" Temporary Liquor License in order to sell alcohol at the four day

festival. The Lakeside Legacy Foundation is requesting two licenses because the time limit for the Class "19" license is three days.

Section 329-5-S of the City Code permits the issuance of a Class "19" Temporary Liquor License for the retail sale of beer, wine, and alcoholic liquors for consumption upon the premises specified in the license where sold. The license is issued to not-for-profit corporations qualified to do business in the State of Illinois. The license is for a period not to exceed three days, and only issued for special events sponsored by the not-for-profit corporation requesting the license.

Special Event

The application has been reviewed and the following conditions are recommended:

1. Comply with all City Code regulations pertaining to the request.
2. Comply with all of the Carnival License requirements.
3. All carnival operators must be in compliance with the Illinois Carnival and Amusement Rides Safety Act, which includes requirements for hiring of carnival workers, criminal background checks, substance abuse policy, operator training standards, and penalties for violations. Prior to the event, the carnival operator must provide the Crystal Lake Police Department with a list of all employees who will work on the premises of the public event, including their legal name, date of birth, home address, and social security number and proof that said employees have undergone the required background checks.
4. All patrons are required to wear a nontransferable, one use only, disposable wristband identifying them as patrons of the beer garden that is subject to the license.
5. Provide a list of members of the organization who will be selling beer and alcohol at the location pursuant to the license.
6. The area where alcohol is sold must be in a contained location.
7. Signage shall be provided indicating that alcoholic beverages may not be taken into or out of the beer garden location.
8. The applicant will provide a Proof of Insurance for Liquor sales.
9. Trash must be picked up on a daily basis.
10. There must be sufficient lighting around the portable toilet area.
11. Any lighting should be placed so as not to disturb the neighbors.
12. The event sites are subject to a life safety inspection by the Community Development, Fire Rescue, and Police Departments prior to the start of the festival.
13. The petitioner shall work with the City regarding parking for the festival. In addition to on-site parking for the event, the petitioner has requested from the Park District the use of the "triangle" and the Main Beach lot for parking. Also, the petitioner has requested the use of District 47's South Elementary and Lundahl parking lots for parking.
14. The Lakeside Festival is exempt from the City's Noise Ordinance (City Code Chapter 358).
15. A meeting with the Police, Fire Rescue, and Public Works Departments of the City, the Crystal Lake Park District Police, Lakewood Police, and event organizers to discuss the Incident Action Plan shall be scheduled for the last week of June and held at the Municipal Complex. Contact Scott Miller of the Police Department at 815-356-3700 ext. 3603 to schedule this meeting.
16. Uniformed City of Crystal Lake Police Officers will be on the grounds during all hours of the festival operation in the following numbers:

17. Provide Police assistance, as detailed below:

<i>Date</i>	<i>Times</i>	<i>Police Department Detail</i>
Wednesday, July 4	Noon to 5:00 PM	4 Officers
Wednesday, July 4	5:00 PM to 11:00 PM	8 Officers
Thursday, July 5	4:00 PM to 11:00 PM	8 Officers
Friday, July 6	Noon to 5:00 PM	4 Officers
Friday, July 6	5:00 PM to 11:00 PM	9 Officers
Saturday, July 7	Noon to 5:00 PM	4 Officers
Saturday, July 7	5:00 PM to 10:00 PM	9 Officers

The Police have updated their detail assignment for 2018. They have decreased the number of officers assigned to the festival during day time hours from six officers for four officers. They have also increased the number of officers during the evening hours of Friday, Saturday, and Sunday from eight officers to nine officers. This was done in response to a noticeable increase in attendance during those times last year.

18. The Women of Today will be required to apply for a parade permit for the children's bike decorating parade on Lake Shore Drive and Country Club Road and coordinate the logistics of the parade through the Crystal Lake Police Department. The Police Department will use two squad cars to assist with the parade.
19. In the event of inclement weather during the festival, South Elementary School and Lakeside Legacy Foundation will be used as sheltering sites.
20. Tents and canopies used for this event must comply with the Tent Guidelines (enclosed).
21. Generators, if used, shall be a minimum of 20 feet from any tents/canopies and protected from the public by fencing, enclosure, or other approved means.
22. Provide male and female accessible restroom facilities.
23. Obtain any necessary approvals from the McHenry County Department of Health.
24. Promotional and informational banners and signage may need a limited duration sign permit issued from the Building Division. Please contact the Building Division regarding signage to be used in conjunction with the event.

Police Department Chargeback Waiver

The Lakeside Festival will require staffing officers and supervisors as the City has provided in the past. This year, the total man-hours would be 263 hours. The estimated cost of staff salary only for the Lakeside Festival is approximately \$18,764.11 As stated above, the applicant has requested to waive these fees, and the City Council has granted this request in the past.

Votes Required to Pass:

Simple majority vote



Agenda Item No: 10d

**City Council
Agenda Supplement**

Meeting Date: April 17, 2018

Item: 2018 Crystal Lake Beer Company Maibock Festival

Staff Recommendation: Motion to approve the following requests for the 2018 Crystal Lake Beer Company Maibock Festival to be held May 11 and 12, 2018:

1. A temporary variance to the Crystal Lake Beer Company's Class "26" Liquor License to allow beer to be sold in a tent.
2. The application for a Special Event pursuant to the conditions recommended in this agenda supplement.

Staff Contact: Eric Helm, Deputy City Manager
Michelle Rentzsch, Director of Community Development

Background:

The Crystal Lake Beer Company (CLBC) has requested a Special Event approval and liquor license variance to hold their Maibock Festival on May 11 and 12, 2018. The event is held in the parking lot of their building at 105 North Main Street. This is the third year for the Maibock festival. The festival includes live music, food vendors, and beer sales.

Temporary Liquor License Variance

CLBC has requested a temporary variance to their Class "26" liquor license. A Class "26" liquor license allows for the retail sale of beer manufactured at such premises for consumption on the premises, both the interior of the building and an open unroofed area immediately contiguous to the building or structure. The petitioner is asking for this variance to allow for the sale of beer in a tent at their Maibock Festival on May 11 and 12, 2018. The event will be from 3:00 – 11:00 p.m. on both days. Their current license only allows for the sale and consumption of beer in an open unroofed area adjacent to their building or structure. Attached is a letter of request from the petitioner.

If the Council chooses to deny this request, the petitioner will be required to limit their sales and service of beer to the patio area that is adjacent to their property. The Council approved similar temporary variances for the petitioner's previous Maibock Festivals. Crystal Lake Beer Company is currently the only holder of a "Class 26" liquor license.

Special Event Permit

City staff has reviewed the applicant's requests and has no concerns regarding the event, provided the following conditions are met:

- 1) All food trucks must meet the requirements listed in City Code Chapter 385-35, including an inspection of the truck by the Crystal Lake Fire Prevention Bureau. Please contact the Fire Prevention Bureau to arrange for an inspection prior to the event.
- 2) Should valet parking be offered, parking attendance should wear clothing to make them more visible at night as the walk between the festival site and remote parking area.
- 3) Organizers are to contact the Police Department for official "No Parking" signs which are to be posted along Gates Street. The "No Parking" signs are not to be posted on telephone poles and are to be removed the day after the event. Signs shall be posted directing attendees to various City parking lots that can be used during the event.
- 4) Provide highly visible and moveable traffic barriers for the pedestrian areas. If City barricades are planned to be borrowed, please provide a completed form to Community Development to reserve the barricades.
- 5) All vending activities that are part of the festival, such as food and liquor sales, shall cease no later than 11:00 PM for both days of the festival.
- 6) Tents/Canopies to be used for this event:
 - a) Shall be of a flame resistant material, or treated as such.
 - b) If tents are open on all sides, they can be placed side by side up to 700 square feet. If there will be sides on the tents, a 12 foot fire separation is required.
 - c) Tents shall be placed 12 feet from any structure or parked vehicles.
 - d) No smoking in/under any tents or canopies.
 - e) No open flame cooking is permitted under tents/canopies.
 - f) Any propane tanks shall be located a minimum of 10 feet from the tent.
 - g) Provide a fire extinguisher of minimum size 2A10BC for the tent and cooking areas.
 - h) Waste materials in/under and within 30 feet of all tents/canopies needs to be stored in approved containers.
 - i) Tents are to be anchored by an approved method (stakes, weighted legs on all four support poles by use of sand, water, concrete or weights designed for this purpose).
- 7) Maximum occupancy limits of the building must be maintained throughout the event.
- 8) Provide adequate lighting for participants during night hours. Submit stage lighting and canopy lighting specifications if applicable.
- 9) Provide male/female restroom facilities and one handicap accessible facility at each cluster and on an accessible route.
- 10) Obtain any necessary approvals from McHenry County Health Department.
- 11) Temporary wiring must comply with the 2005 National Electrical Code:
 - a) All exterior electrical equipment must be suitable for use in a wet location.
 - b) All 15A and 20A receptacles installed in a wet location must be within an enclosure that's weatherproof when an attachment plug is inserted. The outlet box hood must be listed for "extra-duty" use if supported by grade. Nonlocking-type 15A and 20A, 125V and 250V receptacles in a wet location must be listed as weather resistant.
 - c) Flexible electrical cords (extension cords) shall be UL listed for wet locations and extra hard usage (e.g. SEW, SEOW, SOW and STOW).
 - d) Cord connectors (plugs) shall not be laid on the ground unless listed for wet locations.
 - e) Use rubber cable protector / cable bridge where flexible electrical cords cross pedestrian paths.

- f) Generator shall be grounded with two 8'-0" long ground rods, a minimum of 6'-0" apart, connected with a minimum #6 copper grounding conductor.
 - g) 2005 NEC, Sections 250-50, 250-56 and 250-66[A]
 - h) If a generator or other internal combustion power sources shall be separated from tents, canopies, or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means.
- 12) Schedule a meeting with the Fire Prevention Bureau (815-356-3640) and the Police Department (815-356-3793) at least 1 week prior to the event to review final details or any changes.
- 13) Provide electrical plan/layout for stage and food tents.
- 14) The site shall be inspected the day prior to the event (May 10, 2018) for compliance with canopy spacing (if applicable), electrical connections, etc.
- 15) An access lane of a minimum of 20 feet must be maintained around the building for emergency access. The fire connections shall not be blocked.
- 16) Promotional and informational banners and signage may need a limited duration sign permit issued from the Building Division.
- a) Please contact the Building Division regarding signage to be used in conjunction with the event.
 - b) Ensure that all signage used for the event does not block the line of sight of vehicles exiting the parking lot.

The applicants have been made aware of these recommended conditions and will attend City Council meeting to answer any questions. The application materials have been attached for reference.

Votes Required to Pass:

Simple majority



Agenda Item No: 10e

**City Council
Agenda Supplement**

Meeting Date:

April 17, 2018

Item:

2018 Crystal Lake Beer Company Oktoberfest

Staff Recommendation:

Motion to approve the following requests for the 2018 Crystal Lake Beer Company Oktoberfest to be held September 7 through 9, 2018:

1. A temporary variance to the Crystal Lake Beer Company's Class "26" Liquor License to allow beer to be sold in a tent.
2. The application for a Special Event pursuant to the conditions recommended in this agenda supplement.

Staff Contact:

Eric Helm, Deputy City Manager
Michelle Rentzsch, Director of Community Development

Background:

The Crystal Lake Beer Company (CLBC) has requested a Special Event approval and liquor license variance to hold their Oktoberfest on September 7 through 9, 2018. The event is held in the parking lot of their building at 105 North Main Street. This is the third year for the Oktoberfest. The festival includes live music, food vendors, and beer sales.

Temporary Liquor License Variance

CLBC has requested a temporary variance to their Class "26" liquor license. A Class "26" liquor license allows for the retail sale of beer manufactured at such premises for consumption on the premises, both the interior of the building and an open unroofed area immediately contiguous to the building or structure. The petitioner is asking for this variance to allow for the sale of beer in a tent at their Oktoberfest on September 7 through 9, 2018. The event will be from 3:00 – 11:00 p.m. on Friday and Saturday, and Noon to 9 p.m. on Sunday. Their current license only allows for the sale and consumption of beer in an open unroofed area adjacent to their building or structure. Attached is a letter of request from the petitioner.

If the Council chooses to deny this request, the petitioner will be required to limit their sales and service of beer to the patio area that is adjacent to their property. The Council approved similar temporary variances for the petitioner's previous Oktoberfests. Crystal Lake Beer Company is currently the only holder of a "Class 26" liquor license.

Special Event Permit

City staff has reviewed the applicant's requests and has no concerns regarding the event, provided the following conditions are met:

- 1) All food trucks must meet the requirements listed in City Code Chapter 385-35, including an inspection of the truck by the Crystal Lake Fire Prevention Bureau. Please contact the Fire Prevention Bureau to arrange for an inspection prior to the event.
- 2) Should valet parking be offered, parking attendance should wear clothing to make them more visible at night as the walk between the festival site and remote parking area.
- 3) Organizers are to contact the Police Department for official "No Parking" signs which are to be posted along Gates Street. The "No Parking" signs are not to be posted on telephone poles and are to be removed the day after the event. Signs shall be posted directing attendees to various City parking lots that can be used during the event.
- 4) Provide highly visible and moveable traffic barriers for the pedestrian areas. If City barricades are planned to be borrowed, please provide a completed form to Community Development to reserve the barricades.
- 5) All vending activities that are part of the festival, such as food and liquor sales, shall cease no later than 11:00 PM for both days of the festival.
- 6) Tents/Canopies to be used for this event:
 - a) Shall be of a flame resistant material, or treated as such.
 - b) If tents are open on all sides, they can be placed side by side up to 700 square feet. If there will be sides on the tents, a 12 foot fire separation is required.
 - c) Tents shall be placed 12 feet from any structure or parked vehicles.
 - d) No smoking in/under any tents or canopies.
 - e) No open flame cooking is permitted under tents/canopies.
 - f) Any propane tanks shall be located a minimum of 10 feet from the tent.
 - g) Provide a fire extinguisher of minimum size 2A10BC for the tent and cooking areas.
 - h) Waste materials in/under and within 30 feet of all tents/canopies needs to be stored in approved containers.
 - i) Tents are to be anchored by an approved method (stakes, weighted legs on all four support poles by use of sand, water, concrete or weights designed for this purpose).
- 7) Maximum occupancy limits of the building must be maintained throughout the event.
- 8) Provide adequate lighting for participants during night hours. Submit stage lighting and canopy lighting specifications if applicable.
- 9) Provide male/female restroom facilities and one handicap accessible facility at each cluster and on an accessible route.
- 10) Obtain any necessary approvals from McHenry County Health Department.
- 11) Temporary wiring must comply with the 2005 National Electrical Code:
 - a) All exterior electrical equipment must be suitable for use in a wet location.
 - b) All 15A and 20A receptacles installed in a wet location must be within an enclosure that's weatherproof when an attachment plug is inserted. The outlet box hood must be listed for "extra-duty" use if supported by grade. Nonlocking-type 15A and 20A, 125V and 250V receptacles in a wet location must be listed as weather resistant.
 - c) Flexible electrical cords (extension cords) shall be UL listed for wet locations and extra hard usage (e.g. SEW, SEOW, SOW and STOW).
 - d) Cord connectors (plugs) shall not be laid on the ground unless listed for wet locations.
 - e) Use rubber cable protector / cable bridge where flexible electrical cords cross pedestrian paths.

- f) Generator shall be grounded with two 8'-0" long ground rods, a minimum of 6'-0" apart, connected with a minimum #6 copper grounding conductor.
 - g) 2005 NEC, Sections 250-50, 250-56 and 250-66[A]
 - h). If a generator or other internal combustion power sources shall be separated from tents, canopies, or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means.
- 12) Schedule a meeting with the Fire Prevention Bureau (815-356-3640) and the Police Department (815-356-3793) at least 1 week prior to the event to review final details or any changes.
- 13) Provide electrical plan/layout for stage and food tents.
- 14) The site shall be inspected the day prior to the event for compliance with canopy spacing (if applicable), electrical connections, etc.
- 15) An access lane of a minimum of 20 feet must be maintained around the building for emergency access. The fire connections shall not be blocked.
- 16) Promotional and informational banners and signage may need a limited duration sign permit issued from the Building Division.
- a) Please contact the Building Division regarding signage to be used in conjunction with the event.
 - b) Ensure that all signage used for the event does not block the line of sight of vehicles exiting the parking lot.

The applicants have been made aware of these recommended conditions and will attend City Council meeting to answer any questions. The application materials have been attached for reference.

Votes Required to Pass:

Simple majority



Agenda Item No: 11

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	April 17, 2018
<u>Item:</u>	Sign Variation to allow a sign to project 5 feet, a variation of one foot at 432 W. Virginia Street.
<u>Staff Recommendation:</u>	City Council Discretion: A. Motion to approve an ordinance for a sign variation as requested with the recommended conditions. B. Motion to deny the variation request.
<u>Staff Contact:</u>	Michelle Rentzsch, Director of Community Development

Background:

- Scholl Construction recently purchased the property and will be operating the construction business out of the first floor space.
- The petitioner is requesting a sign variation to allow a sign to project 5 feet from the building, a variation of one foot.

Analysis:

- The property is located in the Virginia Street Corridor (VSC). Projecting signs are permitted in the VSC.
- The adjacent property, Medical World, received a sign variation for their 16.5-foot freestanding sign in 2006. The freestanding sign is 4-feet in width and attached to a 2-foot pole, which creates a 6-foot projection.
- The petitioner is requesting a variation from the UDO, Section 4-1000 F Commercial Signs, for the allowable projection. The proposed sign meets all other sign requirements.

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:

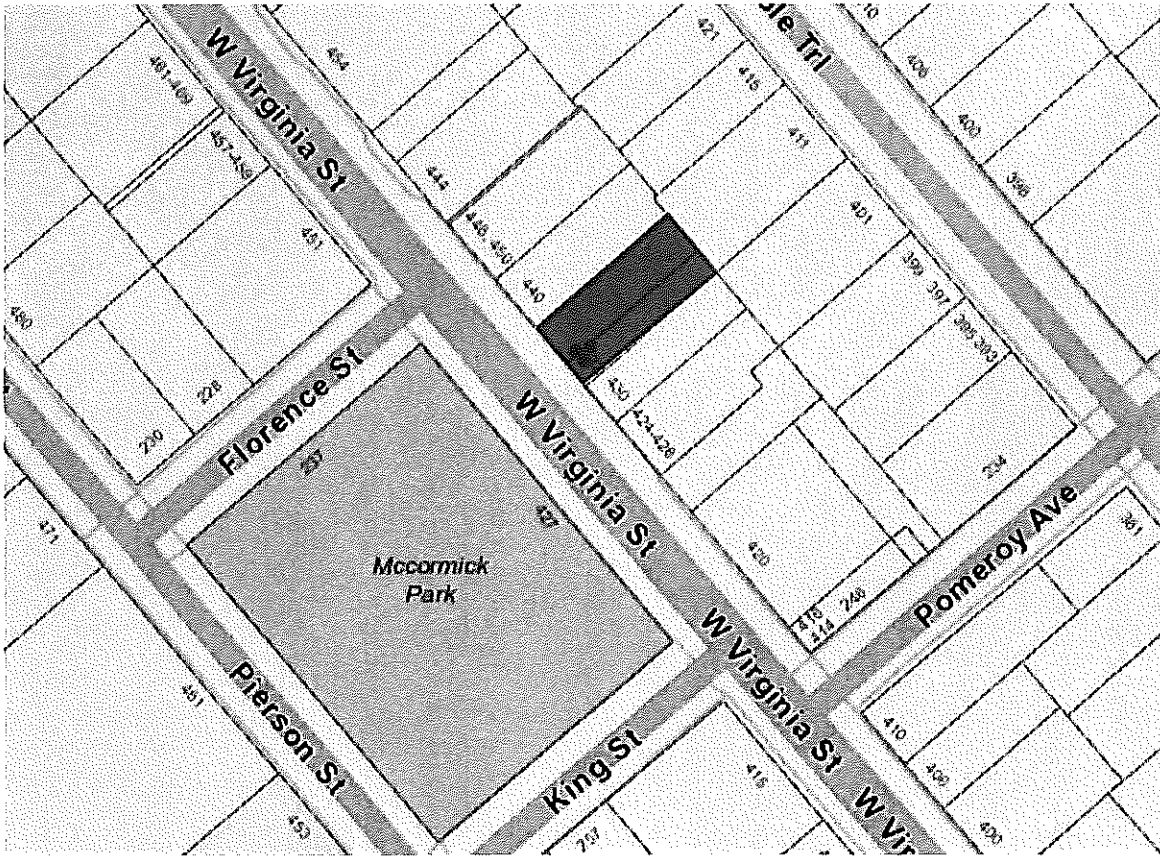
1. The proposed variation will not serve merely as a convenience, but alleviate some demonstrable and unusual hardship.
2. The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood. The proposed variation will not 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 plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application, Scholl, received 04/03/18
 - B. Sign Details, Hughes Signs, received 04/03/18
2. The square footage for the projecting sign is counted towards the overall wall sign square footage permitted for the property. The total square footage with the proposed wall signs and projecting sign is 17.56 square feet.

Votes Required to Pass: Simple majority vote

2018-20 Scholl Construction – 432 W. Virginia St – Sign Variation





DRAFT

The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A SIGN VARIATION FOR
SCHOLL CONSTRUCTION, 432 W. VIRGINIA STREET**

WHEREAS, pursuant to the terms of the request (File #2018-20) before the City of Crystal Lake, the Petitioner has requested a sign variation to allow a sign to project 5 feet, a variation of one foot for Scholl Construction; 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 sign to project 5 feet, a variation of one foot for Scholl Construction located at 432 W. Virginia Street (PIN 19-06-284-013), Crystal Lake, Illinois with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application, Scholl, received 04/03/18
 - B. Sign Details, Hughes Signs, received 04/03/18
2. The square footage for the projecting sign is counted towards the overall wall sign square footage permitted for the property. The total square footage with the proposed wall signs and projecting sign is 17.56 square feet.

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 17th day of April, 2018.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: April 17, 2018

Approved: April 17, 2018



Agenda Item No: 12

**City Council
Agenda Supplement**

Meeting Date:

April 17, 2018

Item:

City Code Amendment to Increase the Number of Class "3" Liquor Licenses – Applicant: Plum Garden Crystal Lake

Staff Recommendation:

Motion to adopt an ordinance increasing the number of Class "3" Liquor Licenses from the current permitted 6 licenses to 7 licenses.

Staff Contact:

Eric T. Helm, Deputy City Manager

Background:

The City has received a request from Plum Garden Crystal Lake, an establishment located at 446 W. Virginia, for the Council to consider the adoption of an ordinance providing for an amendment to the liquor license restriction provisions of the City Code, increasing the number of Class "3" liquor licenses from the current 6 licenses to 7 licenses.

The City Code permits the issuance of a Class "3" liquor license which shall authorize the retail sale, on the premises specified, of alcoholic liquor, for consumption, on the premises as well as the retail sale of alcoholic liquor in the original package between the hours of 11:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday; 11:00 a.m. and 2:00 a.m. Friday and Saturday; and 10:00 a.m. on Sunday and 1:00 a.m. on Monday. A Class A type restaurant may be located on the premises.

A fingerprint/background search revealed no criminal history under the applicant's name.

Other establishments currently holding a Class "3" liquor license include: Chili's Grill & Bar, Georgio's Chicago Pizzeria, Laz Cazuelitas, Pablo's Mexican Restaurant, Texas Roadhouse and Aroma Coffee & Wine House (not yet issued).

Votes Required to Pass:

Simple majority

Property in Question





The City of Crystal Lake Illinois

DRAFT

**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 3 License shall be increased from 6 to 7.

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 17th day of April, 2018.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: April 17, 2018

Approved: April 17, 2018



Agenda Item No: 13

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	April 17, 2018
<u>Item:</u>	Hotel/Motel Tax Funding Allocation
<u>City Council Discretion:</u>	Motion to adopt a Resolution Determining Hotel/Motel Tax Distribution for the Raue Center for the Arts.
<u>Staff Contact:</u>	George Koczwarra, Director of Finance

Background:

At the February 21, 2017 City Council meeting, the City Council adopted a Resolution allocating Hotel Motel tax distributions for Fiscal Years 2017-2018 & 2018-2019. One of the awarded grantees was the Raue Center for the Arts. Recently, they submitted a request to the City Council requesting an accelerated distribution of their grant award.

The City receives Hotel Motel tax revenues on a quarterly basis. Because of this, it has been past precedent that for large grant distributions, the grantee receive its grant allocation quarterly. These distributions would correspond with the timing associated with the collection of the Hotel Motel tax revenue. The Raue Center would like to receive almost their entire allocation at the beginning of the upcoming fiscal year.

The City's hotel/motel tax rate is currently at 5.0%. Based on preliminary estimates, the City is projected to collect approximately \$290,000 in hotel/motel tax receipts during the 2018-2019 Fiscal Year. Based on remaining hotel/motel tax receipts that the City is anticipated to collect for the 2017-2018 Fiscal Year, the projected year-end balance that the City will have in reserve on April 30, 2018 will be \$77,846.07.

Votes Required to Pass:

Simple majority vote of the City Council.



DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE to allocate Hotel/Motel Tax funding for fiscal year 2018-19 for the Raue Center for the Arts in the following schedule:

May 3, 2018 - \$140,000

June 1, 2018 - \$10,000

Dated this 17th day of April, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
Mayor

ATTEST

City Clerk

PASSED: April 17, 2018

APPROVED: April 17, 2018



Agenda Item No: 14

**City Council
Agenda Supplement**

Meeting Date: April 17, 2018

Item: Intergovernmental Agreement and Easements between the City of Crystal Lake and McHenry County College.

Staff Recommendation: Motion to approve a:

1. Resolution authorizing the execution of an intergovernmental agreement, and easement between the City of Crystal Lake and McHenry County College.
2. Resolution authorizing the execution of a municipal utility easement between the City of Crystal Lake and McHenry County College.

Staff Contact: George Koczvara, Finance Director
Michael Magnuson, Public Works Director

Fiber Optic Agreement:

In 1991, McHenry County College (MCC) entered into an agreement with Cellular One Chicago (now AT&T) to allow the construction and operation of a cellular telephone tower and facility on MCC Property. Subsequently, the City entered into a separate agreement with Cellular One to collocate onto the Cellular One Tower to allow for the installation and operation of a radio repeater site to enhance the City's public safety and public works radio communications.

The City's radio repeater site is an important element of the City's public safety communications system. This system is made up of a series of radio repeater sites, each connected to the 911 dispatch center via standard copper phone lines. Recently, the City has embarked on a citywide fiber optic project whereas it is the City's intent to connect, via a fiber optic network, a number of city facilities.

In exchange for granting the perpetual easement on MCC property, MCC has requested the waiver of sewer connection fees as part of the construction of the new MCC health sciences building. Based on a one-inch water service, the value of the sewer connection waiver would be \$6,152.90.

In addition to granting the City a perpetual easement to the radio repeater site, MCC's easement also allows the City access to MCC's facilities in order to connect to the Illinois Century Network which is housed at MCC. The Illinois Century Network (ICN) owns, operates and controls a telecommunications backbone network with facilities for the transmission of data and video communications throughout the State of Illinois.

Municipal Utility Easement:

At the August 1, 2017 City Council meeting, the City Council approved McHenry County College's variation request from Section 515-7 of the City Code that requires extension of the City utilities to the farthest property line. This request was made as part of their planned extension of City water service for their new health sciences building. As a condition of the variation approval, McHenry County College agreed to provide a municipal utility easement across their property in case any development would occur at the farthest property line. Attached is an easement agreement providing the municipal utility easement required as part of the variation.

Recommendation

It is staff's recommendation to approve a resolution authorizing the execution of an intergovernmental agreement and easement between the City of Crystal Lake and McHenry County College. It is also staff's recommendation to approve a resolution authorizing the execution of a municipal utility easement between the City of Crystal Lake and McHenry County College. Attorney Pardys has reviewed the documents related to these matters.

Votes Required to Pass:

Simple majority vote of the City Council.



DRAFT

A RESOLUTION AUTHORIZING EXECUTION OF A FIBER OPTIC AGREEMENT AND EASEMENT BETWEEN THE CITY OF CRYSTAL LAKE AND MCHENRY COUNTY COLLEGE

BE IT RESOLVED by the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, as follows:

1. That the form and substance of a certain agreement (the "Agreement") and easement (the "Easement"), between the City of Crystal Lake (the "City") and McHenry County College ("MCC"), as set forth in the form of the Agreement and Easement submitted to this meeting is hereby approved.
2. That the Mayor and City Clerk are hereby respectively authorized and directed for and on behalf of the City to execute, attest, seal and deliver the Agreement and Easement, substantially in the form approved in the foregoing paragraph of this Resolution.
3. That the proper officials, agents and employees of the City are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the City in accordance with the provisions of the Agreement and Easement.
4. That the resolution shall be in full force and effect from and after its passage as provided by law.

DATED this 17th day of April, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL
ATTEST

CITY CLERK

PASSED: April 17, 2018
APPROVED: April 17, 2018



DRAFT

**A RESOLUTION AUTHORIZING EXECUTION OF A MUNICIPAL UTILITY
EASEMENT BETWEEN THE CITY OF CRYSTAL LAKE AND MCHENRY
COUNTY COLLEGE**

BE IT RESOLVED by the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, as follows:

1. That the form and substance of a certain municipal utility easement (the "Easement"), between the City of Crystal Lake (the "City") and McHenry County College ("MCC"), as set forth in the form of the Easement submitted to this meeting is hereby approved.
2. That the Mayor and City Clerk are hereby respectively authorized and directed for and on behalf of the City to execute, attest, seal and deliver the Easement, substantially in the form approved in the foregoing paragraph of this Resolution.
3. That the proper officials, agents and employees of the City are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the City in accordance with the provisions of the Agreement and Easement.
4. That the resolution shall be in full force and effect from and after its passage as provided by law.

DATED this 17th day of April, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL
ATTEST

CITY CLERK

PASSED: April 17, 2018
APPROVED: April 17, 2018



Agenda Item No: 15

**City Council
Agenda Supplement**

Meeting Date: April 17, 2018

Item: Text Amendment to Chapter 515 Water and Sewer of the City Code.

Recommendation: Motion to adopt an Ordinance amending Section 45 and 49 of Chapter 515, of the City Code.

Staff Contact: Michael Magnuson, Director of Public Works.

Background:

The proposed City Code text amendment addresses revised requirements for contractors performing inspection, testing, and maintenance of backflow devices approved at the March 20, 2018 City Council Meeting.

The current City Code requires the submission of testing records for backflow devices to City staff. Testing for commercial and residential backflow devices occurs annually and involves over 3,000 devices. Public Works staff spends a considerable amount of time managing and administering the program. At the March 20, 2018 meeting, the City council approved the use of a third party vendor to manage the backflow prevention program. The proposed Ordinance updates the City Code to reflect the new program.

Recommendation:

The proposed ordinance changes Sections 45 and 49 of Chapter 515 in the City Code. The proposed ordinance is attached, with the changes highlighted, and has been reviewed by the City's legal counsel.

The new program, with the proposed modifications to the City Code will provide a consistent and efficient process for all contractors to follow for the submission of maintenance and testing records,

reduce Public Works staff time for manual entry of testing records, eliminate the need for storage space on the City's computer network, eliminate a software program, and increase the compliance percentage for backflow device testing.

Votes Required to Pass:

A simple majority vote of the City Council.

**ORDINANCE AMENDING THE CODE
OF THE CITY OF CRYSTAL LAKE,
ILLINOIS**

DRAFT

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

SECTION I: That CHAPTER 515 WATER AND SEWER Section 515-33 through 515-51 additions, insertions, and amendments shall be amended as follows (deletions are designated by strikethroughs additions are added by underline) :

§ 515-33. Backflow prevention devices.

All plumbing installed within the City of Crystal lake shall be installed in accordance with the Illinois Plumbing Code, 77 Ill. Adm. Code 890. If, in accordance with the Illinois Plumbing Code or in the judgment of the Director of Public Works, an approved backflow prevention device is necessary for the safety of the public water supply system, the Director of Public Works will give notice to the water customer to install such an approved device immediately. The water customer shall, at his/her own expense install such an approved device at a location and in a manner in accordance with the Illinois Plumbing Code, Illinois Environmental Protection Agency, and all applicable local regulations and shall have inspection and tests made of such approved devices upon installation and as required by the Illinois Plumbing Code, Illinois Environmental Protection Agency and local regulations.

§ 515-34. Nonauthorized entry of certain water supplies into City system prohibited.

No person, firm, or corporation shall establish or permit to be established or maintained or permit to be maintained any connection whereby a private, auxiliary, or emergency water supply other than the regular public water supply of the City of Crystal Lake may enter the supply or distribution system of said municipality, unless such private, auxiliary, or emergency water supply and the method of connection and use of such supply shall have been approved by the Director of Public Works and the Illinois Environmental Protection Agency.

§ 515-35. Surveys and investigations.

It shall be the duty of the Director of Public Works to cause surveys and investigations to be made of residential, commercial, industrial, and other properties served by the public water supply to determine whether actual or potential hazards to the public water supply may exist. Such surveys and investigations shall be made a matter of public record and shall be repeated at least every two years, or as often as the Director of Public Works shall deem necessary for review for a period of at least five years.

§ 515-36. Right of entry for verification of cross connections.

The Cross-Connection Control Device Inspector shall have the right to enter at any reasonable time any property served by a connection to the public water supply or distribution system of the City of Crystal Lake for the purpose of verifying the presence or absence of cross connections. The Director of Public Works or his/her authorized agent shall have the right to enter at any reasonable time any property served by a connection to the public water supply or distribution system of the City of Crystal Lake for the purpose of verifying information submitted by the customer regarding the required cross-connection control inspection. On request the owner, lessees, or occupants of the property shall supply the Inspector with any information which he/she may request regarding the piping systems or water use on such property. The refusal of such information, when requested, shall, within the discretion of the Director of Public Works, be deemed evidence of the presence of improper connections as provided with this article.

§ 515-37. Discontinuance of water service.

The Director of Public Works of the City of Crystal Lake is hereby authorized and directed to discontinue, after reasonable written notice to the occupant thereof, the water service to any property wherein any connection in violation of the provisions of this article is known to exist, and to take such other precautionary measures as he/she may deem necessary to eliminate any danger of contamination of the public water supply distribution mains. Water service to such property shall not be restored until such conditions have been eliminated or corrected in compliance with the provisions of this article and until a service reinstatement fee per § **515-30** is paid to the City of Crystal Lake. Immediate disconnection with verbal notice can be effected when the Director of Public Works is assured that imminent danger of harmful contamination of the public water supply system exists. Such action shall be followed by written notification of the cause of disconnection. Immediate disconnection without notice to any party can be effected to prevent actual or anticipated contamination or pollution of the public water supply, provided that, in the reasonable opinion of the Director of Public Works or the Illinois Environmental Protection Agency, such action is required to prevent actual or potential contamination or pollution of the public water supply. Neither the Public Water Supply, the Director of Public Works, or its agents or assigns shall be liable to any customer for any injury, damages, or lost revenues which may result from termination of said customer's water supply in accordance with the terms of this article, whether or not said termination was with or without notice.

§ 515-38. Responsibility for cost of contamination cleanup.

The consumer responsible for back-siphoned or back-pressured material or contamination through backflow, if contamination of the potable water supply system occurs through an illegal cross connection or an improperly installed, maintained, or repaired device, or a device which has been bypassed, must bear the cost of cleanup of the potable water supply system.

§ 515-39. Purpose.

The purpose of these rules and regulations is:

A.

To protect the public water supply system from contamination or pollution by isolating within the customer's water system contaminants or pollutants which could backflow through the service connection into the public water system.

B.

To promote the elimination or control of existing cross connections, actual or potential, between the public or consumer's potable water system and nonpotable water systems, plumbing fixtures, and sources or systems containing substances unknown or of questionable safety.

C.

To provide for the maintenance of a continuing program of cross connection control which will prevent the contamination or pollution of the public and consumer's potable water systems.

§ 515-40. Applicability.

These rules and regulations shall apply to all premises served by the public potable water supply system of the City of Crystal Lake.

§ 515-41. Responsibility.

The City of Crystal Lake or custodian shall be responsible for protection of the public water supply system from contamination due to backflow or back-siphonage of contaminants through the customer's water service connection. If, in the judgment of the Director of Public Works or his/her authorized representative, an approved backflow prevention device is necessary for the safety of the public water supply system, the Director of Public Works shall give notice to the consumer to install such approved backflow prevention device at each service connection to the premises. The consumer shall immediately install such approved device or devices at his/her own expense; failure, refusal, or inability on the part of the consumer to install such device or devices immediately shall constitute grounds for discontinuing water service to the premises until such device or devices have been installed. The consumer shall retain records of installation, maintenance, testing, and repair as required in § 515-41D below for a period of at least five years. The Director of Public Works may require the consumer to submit a cross-connection inspection report to the City of Crystal Lake to assist in determining whether or not service line protection will be required. All cross-connection inspections shall be conducted by a Cross-Connection Control Device Inspector certified by the Illinois Environmental Protection Agency.

§ 515-42. Definitions.

The following definitions shall apply in the interpretation and enforcement of these regulations:

AGENCY

Illinois Environmental Protection Agency.

APPROVED

Backflow prevention device or methods approved by the Research Foundation for Cross-Connection Control of the University of Southern California, Association of State Sanitary Engineers, American Water Works Association, American National Standards Institute, or certified by the National Sanitation Foundation.

AUXILIARY WATER SYSTEM

Any water source or system on or available to the premises other than the public water supply system and includes the water supplied by the system. These auxiliary waters may include water from another purveyor's public water supply system; or water from a source such as well, lakes, or streams, or process fluids; or used water. These waters may be polluted or contaminated or objectionable or constitute a water source or system over which the water purveyor does not have control.

BACKFLOW

The flow of water or other liquids, mixtures, or substances into the distribution pipes of a potable water system from any source other than the intended source of the potable water supply.

BACKFLOW PREVENTION DEVICE

Any device, method, or type of construction intended to prevent backflow into a potable water system. All devices used for backflow prevention in Illinois must meet the standards of the Illinois Plumbing Code and the Illinois Environmental Protection Agency.

CONSUMER or CUSTOMER

The owner, official custodian, or person in control of any premises supplied by or in any manner connected to a public water system.

CONSUMER'S WATER SYSTEM

Any water system located on the customer's premises. A building plumbing system is considered to be a customer's water system.

CONTAMINATION

An impairment of the quality of the water by entrance of any substance to a degree which could create a health hazard.

CROSS CONNECTION

Any physical connection or arrangement between two otherwise separate piping systems, one of which contains potable water and the other a substance of unknown or questionable safety or quality, whereby there may be a flow from one system into the other.

CROSS-CONNECTION CONTROL DEVICE INSPECTOR (CCCDI)

A person who has successfully completed Agency-sponsored training and certification to install and test backflow devices, in accordance with 35 Ill. Adm. Code 608, Subpart C, § 608.301.

DOUBLE CHECK VALVE ASSEMBLY

An assembly composed of single, independently acting check valves approved under ASSE Standard 1015. A double check valve assembly must include tight shutoff valves located at each end of the assembly and suitable connections for testing the watertightness of each check valve.

FIXED PROPER AIR GAP

The unobstructed vertical distance through the free atmosphere between the water discharge point and the flood level rim of the receptacle.

HEALTH HAZARD

Any condition, device, or practice in a water system or its operation resulting from a real or potential danger to the health and well-being of consumers. The word "severe" as used to qualify health hazard means a hazard to the health of the user that could be expected to result in the death or significant reduction in the quality of life.

INSPECTION

A plumbing inspection to examine carefully and critically all materials, fixtures, piping, and appurtenances, appliances, and installations of a plumbing system for compliance with requirements of the Illinois Plumbing Code, 77 Ill. Adm. Code 890.

NONPOTABLE WATER

Water not safe for drinking, personal, or culinary use as determined by the requirements of 35 Ill. Adm. Code 604.

PLUMBING

The actual installation, repair, maintenance, alteration, or extension of a plumbing system by any person. Plumbing includes all piping fixtures, appurtenances, and appliances for a supply of water for all purposes, including without limitation lawn sprinkler systems, from the source of a private water supply on the premises or from the main in the street, alley, or at the curb to, within and about any building or buildings where a person or persons live, work,

or assemble. Plumbing includes all piping, from discharge of pumping units to and including pressure tanks in water supply systems. Plumbing includes all piping, fixtures, appurtenances, and appliances for a building drain and a sanitary drainage and related ventilation system of any building or buildings where a person or persons live, work, or assemble from the point of connection of such building drain to the building sewer or private sewage disposal system five feet beyond the foundation walls.

POLLUTION

The presence of any foreign substance (organic, inorganic, or biological) in water that tends to degrade its quality so as to constitute a hazard or impair the usefulness of the water.

POTABLE WATER

Water which meets the requirements of 35 Ill. Adm. Code 604 for drinking, culinary, and domestic purposes.

POTENTIAL CROSS CONNECTION

A fixture or appurtenance with threaded hose connection, tapered spout, or other connection which would facilitate extension of the water supply line beyond its legal termination point.

PROCESS FLUID(S)

Any fluid or solution which may be chemically, biologically, or otherwise polluted in a form or concentration such as would constitute a health, pollution or system hazard if introduced into the public or a consumer's potable water system. This includes but is not limited to:

A.

Polluted or contaminated waters.

B.

Process waters.

C.

Used waters originating from the public water supply system which may have deteriorated in sanitary quality.

D.

Cooling waters.

E.

Questionable or contaminated natural waters taken from wells, lakes, streams, or irrigation systems.

F.

Chemicals in solution or suspension.

G.

Oils, gases, acids, alkalis, and other liquid and gaseous fluids used in industrial or other processes, or for fire-fighting purposes.

PUBLIC WATER SUPPLY

All mains, pipes, and structures through which water is obtained and distributed to the public, including wells and well structures, intakes and cribs, pumping stations, treatment plants, reservoirs, storage tanks and appurtenances, collectively or severally, actually used or

intended for use for the purpose of furnishing water for drinking or general domestic use and which serve at least 15 service connections or which regularly serve at least 25 persons at least 60 days per year. A public water supply is either a community water supply or a noncommunity water supply.

REDUCED PRESSURE PRINCIPLE BACKFLOW PREVENTION DEVICE

A device containing a minimum of two independently acting check valves together with an automatically operated pressure differential relief valve located between the two check valves and approved under ASSE Standard 1013. During normal flow, the pressure between these two checks shall be less than the supply pressure. In case of leakage of either check valve, the differential relief valve, by discharging to the atmosphere, shall operate to maintain the pressure between the check valves at less than the supply pressure. The unit must include tightly closing shutoff valves located at each end of the device, and each device shall be fitted with properly located test cocks.

SERVICE CONNECTION

The opening, including fittings and appurtenances, at the water main through which water is supplied to the user.

SURVEY

The collection of information pertaining to a customer's piping system regarding the location of all connections to the public water supply system and must include the location, type and most recent inspection and testing date of all cross-connection control devices and methods located within that customer's piping system. The survey must be in written form and should not be an actual plumbing inspection.

SYSTEM HAZARD

A condition through which an aesthetically objectionable or degrading material not dangerous to health may enter the public water supply system or a consumer's potable water system.

USED WATER

Any water supplied by a public water supply system to a consumer's water system after it has passed through the service connection and is no longer under the control of the water supply official custodian.

WATER PURVEYOR

The owner or official custodian of a public water system.

[1]

Editor's Note: See Ch. 392, Plumbing.

§ 515-43. Water system.

A.

The water system shall be considered as made up of two parts: the public water supply system and the consumer's water system.

B.

The public water supply system shall consist of the source facilities and the distribution system, and shall include all those facilities of the potable water system under the control of the Director of Public Works up to the point where the consumer's water system begins.

C.

The source shall include all components of the facilities utilized in the production, treatment, storage, and delivery of water to the public water supply distribution system.

D.

The public water supply distribution system shall include the network of conduits used to deliver water from the source to the consumer's water system.

E.

The consumer's water system shall include all parts of the facilities used to convey water from the public water supply distribution system to the point of use, beyond the curb stop or shut-off valve. In the event that no curb stop or shut-off valve exists, the consumer's water system shall include all parts of such facilities located within the consumer's property.

[Amended 5-17-2016 by Ord. No. 7223]

F.

Water service line installation. No water service line shall be installed or used to supply water to more than one parcel or building unless a separate curb stop or shut-off valve is installed in the public right-of-way or easement for each parcel or building. Each parcel or building with a water service line shall have a City water meter installed for billing purposes.

[Added 5-17-2016 by Ord. No. 7223]

G.

Maintenance and repair responsibilities.

[Added 5-17-2016 by Ord. No. 7223]

(1)

The City shall repair and/or replace any leaky or defective condition of the public water supply system and the public water distribution system. The consumer shall be responsible to repair and/or replace any leaky or defective condition of the consumer's water system. The consumer shall be notified by the City either in person or in writing of such leak or defective condition. If a defective condition is not repaired within 10 business days after such notice, the water supply shall be shut off and not reinstated until defective conditions have been corrected. Shut-off fees shall be charged per Chapter **248**, Fines.

(2)

In such cases where the operation, use, maintenance or repair of the consumer's water system results in the need to repair or replace the curb stop or shut-off valve, the consumer shall be responsible to repair and/or replace the curb stop or shut-off valve.

H.

Abandonment of water lines.

[Added 5-17-2016 by Ord. No. 7223]

(1)

All existing portions of the water system serving a building or property that will not be reused as part of building demolition or remodeling must be properly disconnected and abandoned by the property owner from the point where such system connects to the water main.

(2)

Water service lines shall be disconnected at the water main and sealed. The corporation stop or valve at the water main shall be either capped or removed per the direction of the Director of Public Works.

(3)

Upon abandonment of a water line, as required by this subsection, the owner of the property serviced by such line shall be required to restore all property disturbed by such abandonment, including compacted backfill, restoration of grounds, sidewalk, pavement, or other features to match surrounding conditions.

L.

Any person, firm, or corporation who or which draws water from the public water supply through an unauthorized connection or unauthorized use shall be fined for each offense as set forth in Chapter **248**, Fines.

[Added 3-3-2009 by Ord. No. 6448; amended 5-17-2016 by Ord. No. 7223]

§ 515-44. Cross connection prohibited.

A.

Connection between potable water systems and other systems or equipment containing water or other substances of unknown or questionable quality are prohibited except when and where approved cross-connection control devices or methods are installed, tested, and maintained to ensure proper operation on a continuing basis.

B.

No physical connection shall be permitted between the potable portion of a supply and any other water supply not of equal or better bacteriological and chemical quality as determined by inspection and analysis by the Agency.

C.

There shall be no arrangement or connection by which an unsafe substance may enter a supply.

§ 515-45. Survey and investigations.

A.

The consumer's premises shall be open at all reasonable times to the approved Cross-Connection Control Device Inspector for the inspection of the presence or absence of cross connections within the consumer's premises, and testing, repair and maintenance of cross-connection control devices within the consumer's premises.

B.

On request by the Director of Public Works, or his/her authorized representative, the consumer shall furnish information regarding the piping system or systems or water use within the consumer's premises. The consumer's premises shall be open at all reasonable times to the Director of Public Works for the verification of information submitted by the consumer to the public water supply custodian regarding cross-connection inspection results.

C.

It shall be the responsibility of the water consumer to arrange periodic surveys of water use practices on his/her premises to determine whether there are actual or potential cross connections to his/her water system through which contaminants or pollutants could backflow into his/her or the public potable water system. All cross-connection control or other plumbing inspections must be conducted in accordance with Ill. Rev. Stat. 1987, ch. 111, par. 1103(1).

D.

It is the responsibility of the water consumer to prevent backflow into the public water system by ensuring that:

(1)

All cross connections are removed; or approved cross-connection control devices are installed for control of backflow and back-siphonage.

(2)

Cross-connection control devices shall be installed in accordance with the manufacturer's instructions and the Illinois Plumbing Code, 77 Illinois Adm. Code, 890.

(3)

Cross-connection control devices shall be inspected before initial use and at least annually by a person approved by the Agency as a Cross-Connection Control Device Inspector (CCCDI). The inspection of mechanical devices shall include physical testing in accordance with the manufacturer's instructions, rules and regulations within the public water supplies of the Illinois Environmental Protection Agency.

(4)

Testing and records.

(a)

Each device shall be tested at the time of installation and at least annually or more frequently if recommended by the manufacturer, or if so required by the City of Crystal Lake. Test reports shall be submitted to the Third Party Inspection Reporting Company approved by the City Council and contracted by the City of Crystal Lake to provide Third Party Inspection Reporting Services. Test reports shall be submitted to the Third Party Reporting Company through the online system described in Section 515-49 of this Code within 10 days of completion of testing. In the event that the online reporting system has not yet been established at the time that the test report is due, such test report shall be submitted to the City, directly.

(b)

Records submitted to the City of Crystal Lake shall be available for inspection by Agency personnel in accordance with Ill. Rev. Stat. 1987, ch. 111 1/2, par 1004(e).

(c)

Each device shall have a tag attached, listing make, model, size, serial number, type of service, location, date of most recent test, test results, name and address of CCCDI performing test; name, address and phone number of company performing test, and any repair or servicing performed.

(d)

A maintenance log shall be maintained on the premises in a secure place, readily accessible, available for viewing and include:

[1]

Make, model, size and serial number.

[2]

Type of service (fire or domestic).

[3]

Date of installation.

[4]

Copies of all test certification or tags from initial test to present.

[5]

All servicing or repairs and retest tags.

[6]

Manufacturer's manual and test procedure. The customer shall forward a copy of this maintenance log to the City of Crystal Lake within 10 days after any testing, servicing, or repairs.

§ 515-46. Where protection is required.

A.

A proper backflow device shall be installed on all connections to the public water supply as described in the Plumbing Code, 77 Ill. Adm. Code 890, and the Agency's regulations, 35 Ill. Adm. Code 680. In addition, an approved backflow prevention device shall be installed on each service line to a consumer's water system serving premises, where in the judgment of the Director of Public Works actual or potential hazards to the public water supply system exist.

B.

A proper backflow prevention device shall be installed on each service line to a consumer's water system servicing premises where the following conditions exist.

(1)

Premises having an auxiliary water supply, unless such auxiliary supply is accepted as an additional source by the Director of Public Works and the source is approved by the Illinois Environmental Protection Agency.

(2)

Premises on which any substance is handled which can create an actual or potential hazard to the public water supply system. This shall include premises having sources or systems containing process fluids or waters originating from the public water supply system which are no longer under the sanitary control of the Director of Public Works.

(3)

Premises having internal cross connections that, in the judgment of the Director of Public Works and/or the Cross-Connection Control Device Inspector, are not correctable or intricate plumbing arrangements which make it impractical to determine whether or not cross connections exist.

(4)

Premises where, because of security requirements or other prohibitions or restrictions, it is impossible or impractical to make a complete cross-connection survey.

(5)

Premises having a repeated history of cross connection being established or reestablished.

§ 515-47. Type of protection required and degree of hazard.

A.

The type of protection required under § 515-46 of these regulations shall be determined based on the degree of hazard which may exist in a building or structures as follows:

(1)

A proper fixed air gap separation shall be installed where the public water supply system may be contaminated with substances that could cause a severe health hazard.

(2)

A proper fixed air gap separation or an approved reduced pressure principle backflow prevention assembly shall be installed where the public water supply system may be contaminated with a substance that could cause a system or health hazard.

(3)

A proper fixed air gap separation or an approved reduced pressure principle backflow prevention assembly or a double check valve assembly shall be installed where the public water supply system may be polluted with substances that could cause a pollution hazard not dangerous to health.

B.

The type of protection required under § 515-46B(4) and (5) of these regulations shall be an approved fixed proper air gap separation or an approved reduced pressure principle backflow prevention device.

C.

The type of protection required under this section shall be determined on the degree of hazard which may exist. Correct identification of the hazard involved is essential as is the selection of a proper device.

(1)

Hazards are to be classified as follows:

(a)

Low degree of hazard: If backflow were to occur, the resulting health significance would be limited to minor changes in esthetics quality such as taste, odor, or color. The foreign substance must be nontoxic and have no significant effect. Minimum protection is a dual check.

(b)

High degree of hazard: If backflow were to occur, the resulting effect on the water supply could cause illness or death if consumed by humans. The foreign may be toxic either chemically, bacteriologically, or radiologically. Toxicity may result from either short- or long-term exposure. Minimum protection is an RPZ device.

(2)

The aforementioned are minimum requirements, and more stringent protection may be installed.

D.

Where a public water supply or an auxiliary water supply is used for a fire-protection system, reduced pressure principle backflow preventers shall be installed on fire safety systems connected to the public water supply when:

(1)

The fire safety system contains antifreeze, fire retardant, or other chemicals;

(2)

Water is pumped into the system from another source;

(3)

Water flows by gravity from a nonpotable source or water can be pumped into the fire safety system from any other source; or

(4)

There is a connection whereby another source can be introduced into the fire safety system.

E.

All other fire safety systems connected to the potable water supply shall be protected by a double check valve assembly on metered service lines and a double detector check valve assembly on unmetered service lines.

F.

Examples of establishments and containment requirements shall include, but are not limited to, the following:

Establishments

Apartment building (to 4 units)

Apartment building (5 or more units)

Beauty/barber shops

Beverage processing facility

Car wash

Cemeteries

Cooling towers

Chemical plants

Dry cleaners

Dental clinics and practices

Food-service facility (packaging, preparation, processing, including meat, fish, and poultry)

Farm service and fertilizer growth or irrigation

Gas stations (depot type)

Gas stations (mini-mart/food)

Gas stations (service and repair types)

Hospitals

Hotels

Health or fitness centers

Laundromats

Laundromats with dry cleaning

Medical clinics and practices

Mortuaries

Motels

Metal plating or treating facilities

Office building (water for personal consumption and sanitation only)

Office building (rental or leased space, undetermined tenants)

Pesticide, herbicide, extermination plants, processing or trucks

Petroleum processing or storage facilities

Print shops, graphic arts shops

Photo shops with photographic development

Photo shops without photographic development

Residential with special use

Residential with home occupation or hobby:

Establishments

- Office
- Beauty/barber shop
- Animal grooming
- Food service or processing
- Photo or dark room
- Restaurant (including fast-food)
- Radioactive or nuclear facilities
- Solar collectors
- Swimming pools
- Veterinary offices/kennels
- Vehicle service facility (repair shop, body and paint shop, transmission and lube shop, etc.)
- Wells
- Water hydrants (when used for temporary or construction water)

G.

Portable or mobile equipment and systems: All portable equipment because of the unknown degree of hazard when connected to any part or portion of the City water system is required to utilize an RPZ backflow device. Prior to use or application the vendor must apply to the City for a special water use permit and review. The following are some examples of portable or mobile equipment:

(1)

Steam or high-pressure water cleaning equipment.

(2)

Irrigation equipment.

(3)

Lawn treating equipment.

(4)

Mobile veterinary clinics.

(5)

Portable medical equipment (such as kidney dialysis machines, etc).

H.

This is not intended to be a complete list of uses requiring backflow prevention, only a sampling, and to be used as a guideline. In instances where two degrees of hazards are listed, it shall be construed that the situation could be either/or and that additional information is required. Situations not covered in the above listing shall be individually inspected by a CCCDI and submitted to the City of Crystal Lake for review and final determination.

§ 515-48. Backflow prevention devices.

A.

All backflow prevention devices or methods required by these rules and regulations shall be approved by the Research Foundation for Cross-Connection Control of the University of Southern California, American Water Works Association, American Society of Sanitary Engineering, or American National Standards Institute or certified by the National Sanitation Foundation to be in compliance with applicable industry specifications.

B.

Installation of approved devices shall be made in accordance with the manufacturer's instructions. Maintenance as recommended by the manufacturer of the device shall be performed. Manufacturer's manual shall be available on site.

§ 515-49. Inspection and maintenance.

A.

It shall be the duty of the consumer at any premises on which backflow prevention devices required by these regulations are installed to have inspection, tests, maintenance, and repair made in accordance with the following schedule or more often where inspections indicate a need or are specified in manufacturer's instructions.

(1)

Fixed proper air gap separations shall be inspected to document that a proper vertical distance is maintained between the discharge point of the service line and the flood level rim of the receptacle at the time of installation and at least annually thereafter. Corrections to improper or bypassed air gaps shall be made within 24 hours.

(2)

Double check valve assemblies shall be inspected and tested at time of installation and at least annually thereafter and required service performed within five days.

(3)

Reduced pressure principle backflow prevention assemblies shall be tested at the time of installation and at least annually or more frequently if recommended by the manufacturer and required service performed within five days.

B.

Testing shall be performed by a person who has been approved by the Agency as competent to service the device. Proof of approval shall be in writing.

C.

Each device shall have a tag attached listing make, model, size, serial number, type of service, location, date of most recent test, test results, name and number of CCCDI performing test; name, address and phone number of company performing test, and any repair or servicing performed.

D.

Maintenance log.

(1)

A maintenance log shall be maintained on the premises in a secure place, readily accessible, available for viewing and include:

(a)

Make, model, size and serial number.

(b)

Type of service (fire or domestic).

(c)

Date of installation.

(d)

Copies of all test certification or tags from initial test to present.

(e)

All servicing or repairs and retest tags.

(f)

Manufacturer's manual and test procedure.

(2)

The customer shall forward a copy of this maintenance log to the City of Crystal Lake within 10 days after any testing, servicing, or repairs; if requested.

(E)

Inspection Test Results: Test reports shall be submitted online to the Third Party Inspection Reporting Company approved by the City Council and contracted by the City of Crystal Lake to provide Third Party Inspection Reporting Services. Test results shall be submitted through the online system established by the Third Party Reporting Company within ten (10) working days of the test. Required reporting shall not be accepted by the City except through the Third Party Inspection Reporting Company contracted by the City unless otherwise requested by the City.

(F)

Each backflow testing company performing backflow testing within the City shall establish an account in the online system supplying and maintaining required information pertaining to the testing company, testers, test kits and licenses. Each testing company shall create a user name and password to be used on the online system if required. Each testing company shall adhere to all procedural policies and agree to all terms specified in the online system.

(G)

For each backflow test report submitted by the testing company via the online system, the testing company will be required to pay a filing fee due at the time of submittal. The filing fee shall be in such amount as is approved pursuant to the contract entered into between Third Party Inspection Reporting Company and the City. All backflow test reports must be submitted electronically via the online system. The filing fee shall be paid directly to the Third Party Inspection Reporting Company. The tester may elect to absorb the filing fee for competitive marketing purposes or pass the fee along to the device owner when invoicing for the test.

(H)

Any backflow prevention assembly test report form that is not properly completed or is not submitted and fees paid in accordance with the ordinance codified in this section will be considered invalid.

E. I

Whenever backflow prevention devices required by these regulations are found to be defective, they shall be repaired or replaced at the expense of the consumer without delay as required by Subsection A of this § 515-49.

F. J

Backflow prevention devices shall not be bypassed, made inoperative, removed or otherwise made ineffective without specific authorization by the Director of Public Works.

§ 515-50. Booster pumps and private wells.

A.

Where a booster pump has been installed on the service line to or within any premises, such pump shall be equipped with a low-pressure cutoff device designed to shutoff the booster pump when the pressure in the service line on the suction side of the pump drops to 20 psi or less.

B.

It shall be the duty of the water consumer to maintain the low-pressure cutoff device in proper working order and to certify to the Director of Public Works, at least once a year, that the device is operable.

C.

No new private water supplies or private wells shall be constructed within the City. Existing wells may continue to be operated, repaired and maintained pursuant to all applicable regulations.

[Added 6-5-2007 by Ord. No. 6209]

§ 515-51. Violations.

A.

The Director of Public Works shall deny or discontinue, after written notice to the occupants thereof, the water service to any premises wherein any backflow prevention device required by these regulations is not installed, tested, maintained, and repaired in a manner acceptable to the Director of Public Works, or if it is found that the backflow prevention device has been removed or bypassed, or if an unprotected cross connection exists on the premises, or if a low-pressure cutoff required by these regulations is not installed and maintained in working order.

B.

Water service to such premises shall not be restored until the consumer has corrected or eliminated such conditions or defects in conformance with these regulations and to the satisfaction of the Director of Public Works and the required reconnection fee is paid.

C.

Water service to such premises shall not be restored until the consumer has corrected or eliminated such conditions or defects in conformance with these regulations and to the satisfaction of the Director of Public Works.

D.

Neither the City of Crystal Lake, the Director of Public Works, or its agents or assigns shall be liable to any customers of the City of Crystal Lake for any injury, damages, or lost revenues which may result from termination of said customer's water supply in accordance with the terms of this article, whether or not said termination of the water supply was with or without notice.

E.

The consumer responsible for back-siphoned material or contamination through backflow, or contamination of the potable water supply system through an illegal cross connection or an improperly installed, maintained, or repaired device, or a device which has been bypassed, must bear the cost of cleanup of the potable water supply system.

F.

Any person found to be violating any provisions of this article shall be served with written notice stating the notice of the violation and providing a reasonable time limit for the satisfactory correction

thereof. The offender shall, within the period time stated in such notice, permanently cease all violation.

G.

Any person violating any of the provisions of this article, in addition to the fine provided, shall become liable to the City for any expense, loss, or damage occasioned by the City by reason of such violation, whether the same was caused before or after notice.

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 17th day of April, 2018.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

PASSED: ___

APPROVED: ___

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



Agenda Item No: 16

City Council Agenda Supplement

Meeting Date:

April 17, 2018

Item:

Adoption of 2018 International Building Codes

Staff Recommendation:

Motion to adopt ordinances incorporating the following codes as amended by the City into the City Code:

- 2018 International Building Code
- 2018 International Existing Building Code
- 2018 International Fire Code
- 2018 International Fuel Gas Code
- 2018 International Mechanical Code
- 2018 International Property Maintenance Code
- 2018 International Residential Code
- 2017 National Electrical Code

Staff Contact:

Michelle Rentzsch, Director of Community Development
Michael Magnussen, Building Commissioner

Background:

The City last had a significant update in its building codes in 2008, when the 2006 International Code Council (ICC) codes were adopted. The City has been reviewing various updates that have been published by the ICC and other agencies, and is suggesting that the City Council adopt the 2018 building codes.

The updated codes represent the most current advances in life safety building codes and add clarity to the City's existing codes. Any permit application that was submitted to the City prior to the date of adopting the new codes would be reviewed and granted a permit under the previous version of the code. The new codes would go into effect on November 1, 2018.

Benefits of Adopting the 2018 Codes

- The 2018 Codes would represent an update to our existing codes by incorporating life safety provisions that have been added since the adoption of the 2006 ICC code series; specifically, language has been added to compensate for single family homes constructed without sprinklers in the form of fire rated assemblies, regulations for

operable window opening limitations to protect children from accidental falls and revisions to the Means of Egress section.

- Many of the discrepancies in the older codes have been corrected in the new proposed codes. The new 2018 Residential Code has a section that specifically addresses deck construction. This will provide the contractors, plan reviewers and inspectors with specific guidelines for deck construction.
- The new codes will also incorporate braced wall construction techniques that are currently not enforced. This provision provides for a structure that is constructed to withstand higher wind speeds, which would be a benefit for owners and occupants of structures.

Public Outreach and Feedback

After the initial informational presentation to the City Council on February 20, 2018, the City provided outreach opportunities to the development community for the proposed 2018 Building Codes Update. The attached letter and postcard were emailed and sent out, respectively, to almost 300 architects, builders, contractors, developers and other types of construction professionals. Also, information about the proposed Codes and the public Open Houses is located on the City's website.

The first Open House was held on February 28th and three people attended. The second Open House was held on March 13th and twelve people attended, predominantly development professionals such as architects and builders. Also, the City provided a presentation to the Chamber of Commerce on the morning of March 13th to anyone in their membership that was interested. Three people attended the Chamber event.

Romex - Based on the feedback at the initial City Council meeting and consistent with our current Code, non-metallic cable (Romex) has been deleted and will not be allowed within Crystal Lake.

One resident provided feedback (email enclosed) that the City should regulate asbestos and lead removal and require porta potties for all construction sites. These regulations are already found in EPA and OSHA standards and the City does its best to educate these provisions with each permit.

Out of all the public outreach efforts, there were two areas that solicited feedback: window safety restrictors and whole house arc fault breakers.

CITY COUNCIL DECISION POINTS:

Window Safety Restrictors - This is a requirement introduced in the 2009 edition of the codes and the provision that elicited the most comments. People shared stories of younger siblings that had fallen out of windows, but others felt this was an onerous requirement. Attached in the packets are illustrations of these window safety restrictors. This restrictor requirement would come in play in only certain situations, such as windows that have a height above the floor of 24 inches and an exterior fall of 72 inches. If those conditions are met, the operable window must meet provisions to restrict the opening to a maximum of 4 inches.

requirement would add ~\$1,500 to the construction costs. (Letter from an electrical company enclosed in packet.) An option would be to maintain our current requirement of bedrooms only.

- A) Make no changes to the proposed code and keep the whole house arc fault requirement in place.
- B) Keep our current code requirement of bedrooms only.

Summary of Changes from Existing Codes to the Proposed Codes

INTERNATIONAL BUILDING CODE

1. Provisions specific to the construction of public parking garages added to code.
2. Provisions for storm shelter construction included in the code.

Provisions apply to new construction of educational use group buildings.

3. Requirements specific to ambulatory care facilities added to code.
4. Means of egress chapter expanded and clarified providing more detail.
5. Load calculation for business use group altered to allow for a larger space to be used.

Change will benefit property owners as existing buildings may have additional opportunities for reuse.

6. Requirements for window fall protection.

Change provides for an enhanced safety feature for residents.

7. Requirements for carbon monoxide detectors.

Change provides for an enhanced safety feature for residents.

8. Chapter addressing existing building repairs and remodel removed from code and new Existing Building Code created by ICC.

Change was initiated in 2015 code series. New code provides property owners with clarification and may provide for some code provision relief on remodeling of existing buildings.

9. Provisions for braced wall panels created.

Requirement expected to add minimal cost to overall construction cost.

INTERNATIONAL RESIDENTIAL CODE

1. Fire sprinkler requirement added for all new single family, duplex and townhome construction.

Sprinkler requirement added to code in 2012. The 2018 code has provisions to add safety features such as drywall or limited area sprinkler for the floor joists of

basements. The removal of the sprinkler requirement for single family and duplex construction matches our existing codes and will not add cost to construction.

2. Requirements for floor protections in buildings not equipped with an automatic fire sprinkler system.

The addition of the floor protection for sprinkled buildings allows for the removal of the requirement in single family and duplex construction and provides an enhanced level of protection.

3. Fire resistant construction section expanded for fire separation requirements for added protection when sprinklers are not installed.

The addition of the floor protection for sprinkled buildings allows for the removal of the requirement in single family and duplex construction and provides an enhanced level of protection.

4. Door into house from garage required to be self-closing.

Requirement provides additional life safety protection for residents.

5. Requirements for window fall protection.

Change provides for an enhanced safety feature for residents.

6. Requirements for carbon monoxide detectors.

Change provides for an enhanced safety feature for residents.

7. Section 507 Decks created.

Change provides contractors, property owners and plan reviewers with a set of standards specific to deck construction.

8. Additional requirements for deck attachments to resist lateral loads added.

Change provides for an increased level of safety for decks. Requirement for additional connections adds minimal costs.

9. Provisions for braced wall panels created.

Requirement expected to add minimal cost to overall construction cost.

10. Provisions created for basement remodel of existing homes that may not require an emergency egress window.

Change provides for an enhanced ability to remodel an existing basement without additional costs.

INTERNATIONAL PROPERTY MAINTENANCE CODE

1. Minimum area requirements for overcrowding provided.

Change will provide clear area requirements for occupancy.

2. Requirements for grease trap maintenance.

Change will allow for the ability to ensure compliance. This ability will provide Public Works the ability to ensure responsible use of municipal sewer services.

3. Language added for repairs to electrical systems due to water damage.

Change will provide the ability to ensure electrical systems are fully operational after subject to a flooding event. This will provide an enhanced level of safety for residents.

4. Language added for repairs to electrical systems due to fire damage.

Change will provide the ability to ensure electrical systems are fully operational after subject to a flooding event. This will provide an enhanced level of safety for residents.

5. Chapter 7 Fire Safety Requirements expanded.

This will provide an enhanced level of safety for residents.

INTERNATIONAL EXISTING BUILDING CODE

1. Provisions of new code are intended to replace Chapter 34 of the current IBC and provide designers with an alternate path for compliance.

2. Section 305.8.10 similar to the IAC. Compliance is only required when the work includes the bathroom during a change of occupancy.

This provision will allow property owners to reuse existing structures for new tenants without requirement for the creation of compliant bathrooms in some instances.

3. Section 405.2.1 allows for the repair of an existing element that does not meet current code requirements

Provision can be used in the case of an older house with porch that has low guardrail. This would be a cost saving for homeowners allowing the reuse of an existing guardrail.

4. Section 503.1 allows for the alteration of a building that doesn't meet code requirements as long as the structure is not less compliant when complete.

Current practice now specifically covered under code as allowable. This would be a cost saving for homeowners.

5. Section 505.3 allows for a non-compliant egress window to be installed as a replacement in an existing opening.

Current practice now covered under code as allowable. This would be a cost saving for homeowners.

NATIONAL ELECTRIC CODE

1. Prohibit the use of non-metallic cable- Romex.
Consistent with current amendment.
2. Requirement for all ceiling boxes to have 3-wire installation.
Minimal cost at time of installation which would provide a cost savings for future ceiling fan installation.
3. Requirement to provide 20 amp dedicated circuit to garage.
Will provide additional power for potential heavy load uses
4. Requirement to provide 20 amp dedicated circuit to outside electrical outlet.
Will provide additional power for potential heavy load uses.
5. Requirement for GFCI protection of dishwasher power supply.
Requirement expected to add minimal cost to overall construction cost.
6. AFCI protection expanded to include entire house.
Change was initiated in 2014 NEC.
7. Requirement for GFCI protection of all outlets in laundry room.
Exception created for outlets serving unit. Requirement expected to add minimal cost to overall construction cost.

INTERNATIONAL MECHANICAL CODE

1. Locking access port caps required to prevent unauthorized access to potentially dangerous chemicals if inhaled.
Change is a life safety issue and should not have a significant impact on cost.
2. Where exhaust duct equivalent length exceeds 35 feet the equivalent length shall be identified on a permanent label or tag. Label or tag shall be mounted within 6 feet of the exhaust duct connection.
Change is for future information and should not have a significant impact on cost.
3. Section 805.7 added providing specific clearance requirements for factory built chimneys which pass through insulated assemblies.
Change is a life safety issue and should not have a significant impact on cost.
4. Section 14 Solar Thermal Systems multiple changes to provide more details on installation and safety measures.
Change is a life safety issue and should not have a significant impact on cost

INTERNATIONAL FIRE CODE

Fire code officials, building officials, contractors, and others involved in the field of fire safety recognize the need for a modern, up-to-date fire code. The International Fire Code (IFC), 2018 Edition, is intended to meet these needs through model code regulations that safeguard the public health and safety.

Adoption of the 2018 IFC will allow the Fire Rescue Department to keep current with changes in the building industry such as: mobile food preparation vehicle requirements, Lockdown plans for schools, carbon monoxide detection requirements, solar photovoltaic power system requirements, outdoor assembly event requirements, and on-demand mobile fueling operations.

Many of the revisions to the City's Fire Code and amendments are minor revisions to section numbers or titles to remain consistent with the 2018 IFC or language changes to clarify code requirements. In the 2018 IFC, Chapter 31 has been expanded greatly over the years and now includes the language from Section 2405, Public Events, rendering this section unneeded.

No changes are being proposed to the other building codes utilized by the City, including:

- 2014 Illinois Plumbing Code
 - The City adopted and updated the 2014 Illinois State Plumbing Code on May 17, 2016
- 2015 International Energy Conservation Code
 - Adoption of the most current Energy Conservation Code is automatic by State mandate. The State typically notifies municipalities of enforcement start date between March and June of year created. That notification of enforcement of 2018 IECC will begin soon. A review of the code does not indicate major revisions or additional costs associated with update.
- 1997 Illinois Accessibility Code
 - This is a State code and this the most current version of this code
- 2000 National Fire Protection Association Life Safety Code
 - This is this the most current version of this code adopted by the State of Illinois

The City is adopting the new International Existing Building Code. This new code from ICC addresses the alteration, remodeling, and maintenance of existing buildings. Previously, these requirements were in the International Building Code. The City is also inserting the separate swimming pool section of the City Code into the Residential Code Chapter. Additionally, the Property Maintenance Code chapter is being renamed from the old Housing Code title to reflect the codes therein more accurately.

The attached ordinances have been reviewed by special counsel and are in an acceptable format for adoption.

Votes Required to Pass:

Simple majority of City Council present.



DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING CHAPTER 230: ELECTRICAL CODE 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 Chapter 230: Electrical Code be amended to read as follows:

Chapter 230: Electrical Code

[HISTORY: Adopted by the City Council of the City of Crystal Lake 1-19-1993 as amended 12-17-2002 by Ord. No. 5593 (Art. III, Ch. II, Section B, of the 1993 Code); amended in its entirety 6-17-2008 by Ord. No. 6370. Subsequent amendments noted where applicable.]

GENERAL REFERENCES

Building Code — See Ch. 187.
Existing Building Code – See Ch. 239.
Fees — See Ch. 241.
Fire Code – See Ch. 251
Mechanical Code — See Ch. 336.
Plumbing Code — See Ch. 392.
Residential Code — See Ch. 422.

§ 230-1. Adoption of standards by reference.

The National Electrical Code, 2017 Edition, as amended by § 230-2 of this chapter, published by the National Fire Protection Association, Quincy, Massachusetts, shall be and is hereby adopted by reference as the Electrical Code for the City of Crystal Lake for all buildings and structures. All terms and conditions contained in the National Electrical Code, 2017 Edition, and subsequent amendments thereto, published by the National Fire Protection Association, Quincy, Massachusetts, shall be part of the ordinances of the City of Crystal Lake the same as if they were adopted verbatim.

§ 230-2. Additions, insertions and amendments.

The following sections of the International Building Code are hereby revised and amended as follows:

- A. Article 210.8(A)(2) is amended by adding the following to the end of the article:
Exceptions:
 - 1. Receptacles that are not readily accessible.

2. A single receptacle or a duplex receptacle for appliances located within a dedicated space, behind the appliance in normal use, is not easily moved from one place to another and that is cord and plug connected. In accordance with 400.10(A)(6), (A)(7), or (A)(8).
- B. The exceptions to Article 210.8(A)(5) are amended as follows:
Exceptions:
1. *A receptacle supplying only a permanently installed fire alarm or burglar alarm system shall not be required to have ground-fault circuit-interrupter protection.*
 2. *A single dedicated receptacle located within a dedicated space serving a cord-and-plug connected sump pump shall not be required to have ground-fault circuit-interrupter protection.*
 3. *A receptacle supplying only a permanently installed fire alarm or burglar alarm system shall not be required to have ground-fault circuit-interrupter protection.*
- C. The following exception is added the end of Article 210.8(A) (10):
Exception:
- 1) A single receptacle or a duplex receptacle for appliances located within a dedicated space, behind the appliance in normal use, is not easily moved from one place to another and that is cord and plug connected. In accordance with 400.10(A)(6), (A)(7), or (A)(8).
- D. The following is inserted as Article 210.8(A)(11): All lights located within the enclosure of a shower or tub.
- E. The following is inserted as Article 210.11(C)(5): Outside Branch Circuits. In addition to the number of branch circuits required by other parts of this section, at least one 120-volt, 20-ampere branch circuit shall be installed to supply the outside receptacle outlets required by 210.52(E). This circuit shall have no other outlets.
- F. Article 210.12(A), Arc-Fault Circuit-Interrupter Protection, is amended as follows: All 120-volt, single-phase, 15- and 20- ampere branch circuits supplying outlets or devices installed in dwelling unit bedrooms shall be protected by any of the means described in 210.12(A)(1) through (6).
- G. Article 210.52(G)(1), Garages, is amended as follows: In each attached garage and in each detached garage with electric power, at least one receptacle outlet shall be installed in each vehicle bay and not more than 1.7 m (5 ½ ft) above the floor. At least one receptacle outlet shall also be installed for each overhead garage door.
- H. Article 210.70(1) is amended as follows: At least one wall switch-controlled lighting outlet shall be installed in every habitable room, kitchen and bathroom. Switches controlling lights shall be located within the finished space of a room at the point of entry, if the room is provided with a door.
- I. Article 210.70(A)(3), Storage or equipment spaces, is amended as follows: For attics, underfloor spaces, utility rooms, closets larger than 10 square feet and basements at least one lighting outlet containing a switch or controlled by a wall switch shall be installed where these spaces are used for storage or contain equipment requiring servicing.
- J. The following is inserted as Article 230.30(C): Location. Electrical services for single-family homes shall be located on the side of the house closest to the electrical source. The service may only be located on the rear of the house if the garage is located on the side closest to the electrical source. All conductors running from the electrical source shall run parallel to the property line to a point 90 degrees from the electrical service. Conductors shall not run through any portion of the rear yard that would prevent the homeowner from constructing an addition or pool without having to relocate the electrical service conductors.

- K. The following is inserted as Article 230.70(A)(1)a: Meter disconnect. An outside disconnecting means shall be provided when service conductors travel more than five (5) feet within the building envelope before entering the panel board.
- L. The following is inserted as Article 230.70(A)(4): Service disconnect height. The service disconnect switch, when in its highest position, shall not be located more than 6 feet above the floor or working platform.
- M. Article 314.27(C), Boxes at ceiling-suspended (paddle) fan outlets, is amended as follows: All ceiling-mounted outlet boxes in a location acceptable for a ceiling-suspended (paddle) fan in a one-family or two-family, or multifamily dwellings, the outlet box or outlet box system shall be listed for sole support of a ceiling-suspended (paddle) fan.
- N. The following is inserted as Article 320.104(A): AC Cable run from a switch to a ceiling mounted box, capable of ceiling mounted fan installation, shall contain a minimum of 3 insulated conductors of a type listed in Table 310.104 or those identified for use in this cable.
- O. The following is inserted as Article 330.104(A): MC Cable run from a switch to a ceiling mounted box, capable of ceiling mounted fan installation, shall contain a minimum of 3 insulated conductors of a type listed in Table 310.104 or those identified for use in this cable.
- P. Article 334.10 is deleted in its entirety.

§ 230-3. Penalty.

Any person, firm or corporation who or which violates, disobeys, omits, neglects or refuses to comply with or who or which resists the enforcement of any of the provisions of this chapter shall be fined as set forth in Chapter 248, Fines, for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

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 November 1, 2018 as provided by law.

DATED at Crystal Lake, Illinois, this 17th day of April, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
AARON T. SHEPLEY, MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: April 17, 2018

APPROVED: April 17, 2018

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



The City of Crystal Lake Illinois

AN ORDINANCE AMENDING CHAPTER 187: BUILDING CODE 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 Chapter 187: Building Code be amended to read as follows:

Chapter 187: BUILDING CODE

[HISTORY: Adopted by the City Council of the City of Crystal Lake 1-19-1993 as amended 12-17-2002 by Ord. No. 5590 (Art. III, Ch. II, Section A, § 3.43, of the 1993 Code); amended in its entirety 6-17-2008 by Ord. No. 6372. Subsequent amendments noted where applicable.]

GENERAL REFERENCES

Electrical Code — See Ch. 230.
Existing Building Code – See. Ch. 239
Fees — See Ch. 241.
Mechanical Code — See Ch. 336.
Plumbing Code — See Ch. 392.
Residential Code — See Ch. 422.
Property Maintenance Code - See Ch. 400

§ 187-1. Adoption of standards by reference.

The International Building Code, 2018 as amended by § 187-2 of this chapter, published by the International Code Council, Inc. shall be and is hereby adopted by reference as the Building Code for the City of Crystal Lake, for the rules and regulations for the design, construction, alteration, addition, quality of materials, erection, installation, repair, location, relocation, replacement, conversion, movement, enlargement, use, occupancy or maintenance of all buildings and structures for all buildings and structures in the City of Crystal Lake. All terms and conditions contained in the International Building Code, 2018, and amendments thereto, shall be part of the ordinance of the City of Crystal Lake, the same as if it were adopted verbatim.

§ 187-2. Additions, insertions and amendments.

The following sections of the International Building Code are hereby revised and amended as follows:

- A. Section 101.1: Insert City of Crystal Lake as the name of jurisdiction.

B. Section 101.2.1, Appendices, shall be amended as follows:

1. Appendix C is adopted in its entirety.

C. That Section 105.2 be amended to read as follows:

Section 105.2 Work exempt from permit.

Building:

1. Oil derricks.
 2. Painting, papering, tiling, carpentry, cabinets, counter tops and similar finish work.
 3. Temporary motion picture, television and theater stage sets and scenery.
 4. Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches deep, are not greater than 5,00 gallons and are installed entirely above ground.
 5. Shade cloth structures constructed for nursery or agricultural purposes not including service systems.
 6. Swings and other playground equipment accessory to detached one- and two-family dwellings.
 7. Nonfixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches in height.
- D. The following is inserted as Section 105.2.2.1: Fence repairs. Repair or replacement of up to 2 fence panel sections or 3 support posts.
- E. The following is inserted as Section 105.2.2.2: Roof Repairs. Repair or replacement of up to an aggregate total 200 square feet of roofing material.
- F. The following is inserted as Section 105.2.2.3: Siding repairs. Repair or replacement of up to an aggregate total 200 square feet of siding material.
- G. Section 105.5, Expiration, is amended by adding the following sentence at the end of the section: All permits for new construction and additions not specifically listed below shall become invalid if not completed within one year from the date of issuance. Permits for roofing, siding, sheds, decks, windows, furnaces, water heaters, air conditioners, pools, fireplaces, driveways and similar minor projects shall become invalid if not completed within six months from the date of issuance. See Chapter 241 for permit extension fees.
- H. Section 109.2, Schedule of Permits Fees, is amended by adding the following sentence at the end of the section: See Chapter 241: Fees.
- I. Section 109.6, Refunds, is amended as follows: The code official shall not authorize the refunding of any fee paid, except upon written application filed by the original permittee not later than 7 days after the date of fee payment.
- J. Section 111.1, Change of occupancy, is amended as follows: A building or structure shall not be used or occupied, and a change of occupancy, tenant or business owner, regardless of use of a building or structure or portion thereof shall not be made until the building official has issued a certificate of occupancy therefore as provided herein. A change of occupancy, tenant or business owner requires a certificate of occupancy and is subject to a life-safety inspection conducted by the Building and Fire Departments.
- K. Section 113.1, General, is amended as follows: In order to hear and decide appeals of orders, decisions or determinations make by the building official relative to the application and interpretation of this code, there

shall be and hereby is created a board of appeals. The board of appeals shall consist of the City's Administrative Law Judge.

- L. All parts of Section 113 after Section 113.1 are deleted in their entirety.
- M. Section 114.4, Violation penalties, is amended as follows: Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law as set forth in Chapter 248: Fines.
- N. Section 115.32, Unlawful continuance, is amended as follows: Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties as prescribed by law as set forth in Chapter 248, Fines.
- O. The definition of High-rise building in Chapter 2 is amended as follows: High-rise building. A building with an occupied floor located more than 55 feet above the lowest level of fire department vehicle access.
- P. The following definitions are inserted into Chapter 2 in alphabetical order:

Barrier. A permanent fence, wall, building wall, or combination thereof that completely surrounds the pool or spa and obstructs the access to the pool or spa. The term permanent shall mean not being able to be removed, lifted, or relocated without the use of a tool.

Design waterline. The centerline of the skimmer or other point as defined by the designer of the pool or spa

Hot Tub. See "Spa"

Inground Pool. See "swimming pool"

Ladder. A structure for ingress and egress that usually consists of two long parallel side pieces joined at intervals by cross pieces such as treads.

Safety Cover. A structure, fabric or assembly, along with attendant appurtenances and anchoring mechanisms, that is temporarily placed or installed over an entire pool, spa or hot tub and secured in place after all bathers are absent from the water.

Shallow Areas. Portions of a pool or spa with water depths of less than 5 feet.

Slip Resistant. A surface that has been treated or constructed to significantly reduce the chance of a user slipping. The surface shall not be an abrasion hazard.

Spa. A product intended for the immersion of persons in temperature-controlled water circulated in a closed system, and not intended to be drained and filled with each use. A spa usually includes a filter, an electric motor, solar or gas heater, a pump or pumps and a control, and can include other equipment, such as lights, blowers, and water sanitizing equipment.

Swimming Pool. Any structure intended for swimming or recreational bathing that is capable of containing water over 24 inches deep. This includes in-ground, above ground and on-ground swimming pools, hot tubs and spas.

Swimming Pool, Indoor. A swimming pool, which is, totally contained within a structure and surrounded on all four sides by the walls of the enclosing structure.

Swimming Pool, Outdoor. Any Swimming pool, which is not an indoor pool.

Swimout. An underwater seat area that is placed completely outside of the perimeter shape of the pool. Where located at the deep end, swimouts are permitted to be used as the deep-end means of entry and exit to the pool.

Waterline. See "Design waterline"

- Q. Section 903.2, Where required, is amended as follows: Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in Section 903.2.1 through 903.2.12.

Exceptions:

1. Spaces or areas in telecommunications buildings used exclusively for telecommunications equipment, associated electrical power distribution equipment, batteries and standby engines, provided that those spaces are equipped throughout with an automatic smoke detection system in accordance with Section 907.2 and are separated from the remainder of the building by not less than 1-hour fire barriers constructed in accordance with Section 707 or not less than 2-hour horizontal assemblies constructed in accordance with Section 711, or both.
 2. Normally unoccupied structures such as sheds, garages and cell towers where approved by the Fire Code Official.
 3. Buildings approved by the Fire Code Official due to special circumstances, such as available water supply or location.
- R. Section 903.3.5, Water supplies, is amended as follows: Water supplies for automatic sprinkler systems shall comply with this section and the standards referenced in Section 903.3.1. The potable water supply shall be protected against backflow in accordance with the requirements of this section and the Illinois State Plumbing Code.
- S. The following is inserted as Section 903.3.7.1: Hydrant use for fire department connection. Unless approved by the Fire Code Official, a fire hydrant shall be located within 100 feet of the Fire Department connection for use by the Fire Department. The hydrant shall be located no closer than a distance of 1.5 times the building height.
- T. Section 903.4.1, Monitoring, is amended by adding the following sentence at the end of the section: The remote supervising station shall be the City of Crystal Lake's dispatch center. The method of connection shall be the CLWAN.
- U. Section 904.13, Domestic cooking systems, is deleted in its entirety.
- V. Section 907.2, Where required-new buildings and structure, is amended as follows: An approved manual, automatic or manual and automatic fire alarm system shall be provided in all Use Groups unless approved by the Fire Code Official. Specific occupancy requirements in Section 907.2.1 through 907.2.23 shall be applicable. All fire alarm control panels shall be installed in a location approved by the Fire Department. All fire alarm systems shall be of the addressable type and shall be installed per NFPA 72.
- W. Section 907.6.6, Monitoring, is amended by adding the following sentence as the end of the section: The remote supervising station shall be the City of Crystal Lake's dispatch center. The method of connection shall be the CLWAN.
- X. Section 1507.1.2, Ice barriers, is amended as follows: In areas where there has been a history of ice forming along the eaves causing a backup of water, an ice barrier shall be installed for asphalt shingles, metal roof shingles, mineral surfaced roll roofing, slate and slate type shingles, wood shingles and wood shakes. The ice barrier shall consist of a self-adhering polymer-modified bitumen sheet used in place of normal

- underlayment. The ice barrier shall be a minimum of 72 inches wide or extend from the lowest edges of all roof surfaces to a point not less than 24 inches inside the exterior wall line of the building whichever is greater.
- Y. Section 1608.2, Ground snow loads, is amended as follows: The ground snow loads to be used in determining the design snow loads for roofs shall be 30 pounds per square foot.
 - Z. Section 1612, Flood Loads, is amended as follows: All flood loads shall comply with Chapter 595.
 - AA. Section 1705.5.2, Metal-plate-connected wood trusses, is amended as follows: For wood trusses with a clear span of 60 feet or greater, the special inspector shall verify that the permanent restraint/bracing is installed in accordance with the approved truss submittal package.
 - BB. Section 1805.4.3, Drainage discharge, is amended as follows: The floor base and foundation perimeter drain shall discharge by gravity or mechanical means into an approved drainage system that complies with the Illinois State Plumbing Code. Grading, drainage, or both, shall be performed so that the water will drain away from the building on all sides and off the lot in a manner which will provide reasonable freedom from erosion and pocketed surface water. Construction of walks, driveways, retaining walls, patios, fences and similar structures shall be installed so that they will not interfere with drainage. Grading and drainage shall be subject to the approval of the City Engineer or his/her designee.
 - CC. The following is inserted as Section 1805.4.3.1: Sump pump and downspout discharge. When a sump pump or gutter downspout is not connected to the City storm sewer, it shall be discharged at a point located no closer to the abutting property line than one-half (½) the overall distance as measured between the building and the abutting property line. The discharged waster shall not be allowed to directly flow across walking or street surfaces. When the point of discharge is located within five feet (5') from the abutting property line, the discharge pipe shall be directed to the front or rear of the property. The City Engineer or his/her designee may vary the requirements of this section if warranted by site conditions.
 - DD. Section 1612.3, Establishment of flood hazard area, is amended as follows: See Chapter 595 for establishment of flood hazard area.
 - EE. Section 3109, Swimming Pools, is deleted in its entirety.
 - FF. The following is inserted as Chapter 34, Swimming Pools:

**CHAPTER 34
SWIMMING POOLS**

**SECTION 3401
GENERAL**

3401.1 Scope. The provisions of this chapter shall govern the general design and construction of public pools and spas and related piping, equipment and materials.

**SECTION 3402
BARRIER REQUIREMENTS**

3402.1 General. The provisions of this section shall apply to the design of barriers for restricting entry into areas having pools and spas. Where spas or hot tubs are equipped with a lockable safety cover complying with ASTM F1346 and swimming pools are equipped with a powered safety cover that complies with ASTM F1346, the areas where these spas, hot tubs or pools are located shall not be required to comply with Sections 3402.2 through 3402.7

3402.2 Outdoor swimming pools and spas. Outdoor pools and spas and indoor swimming pools shall be surrounded by a barrier that complies with Sections 3402.2.1 through 3402.7.

3402.2.1 Barrier height and clearances. Barrier heights and clearances shall be in accordance with all of the following:

1. The top of the barrier shall be not less than 48 inches above grade where measured from the side of the barrier that faces away from the pool or spa. Such height shall exist around the entire perimeter of the barrier and for a distance of 3 feet measured horizontally from the outside of the required barrier.
2. The vertical clearance between grade and the bottom of the barrier shall not exceed 2 inches for grade surfaces that are not solid, such as grass or gravel, where measured on the side of the barrier that faces away from the pool or spa.
3. The vertical clearance between a surface below the barrier to a solid surface, such as concrete, and the bottom of the required barrier shall not exceed 4 inches where measured on the side of the barrier that faces away from the pool or spa.
4. Where the top of the pool or spa structure is above grade, the barrier shall be installed on grade or shall be mounted on top of the pool or spa structure. Where the barrier is mounted on the top of the pool or spa, the vertical clearance between the top of the pool or spa and the bottom of the barrier shall not exceed 4 inches.

3402.2.2 Openings. Openings in the barrier shall not allow passage of a 4-inch diameter sphere.

3402.2.3 Solid barrier surfaces. Solid barriers that do not have openings shall not contain indentations or protrusions that form handholds and footholds, except for normal construction tolerances and tooled masonry joints.

3402.2.4 Mesh fence as a barrier. Mesh fences, other than chain link fences in accordance with Section 3402.2.7, shall be installed in accordance with manufacturer's instructions and shall comply with the following:

1. The bottom of the mesh fence shall not be more than 1 inch above the deck or installed surface or grade.
2. The maximum vertical clearance from the bottom of the mesh fence and the solid surface shall not permit the fence to be lifted more than 4 inches from grade or decking.
3. The fence shall be designed and constructed so that it does not allow passage of a 4-inch sphere under any mesh panel. The maximum vertical clearance from the bottom of the mesh fence and the solid surface shall not permit the fence to be lifted more than 4 inches from grade or decking.
4. An attachment device shall attach each barrier section at a height not lower than 45 inches above grade. Common attachment devices include, but are not limited to, devices that provide the security equal to or greater than that of a hook-and-eye-type latch incorporating a spring actuated retaining lever such as a safety gate hook.
5. Where a hinged gate is used with a mesh fence, the gate shall comply with section 3402.3.
6. Patio deck sleeves such as vertical post receptacles that are placed inside the patio surface shall be of a nonconductive material.
7. Mesh fences shall not be installed on top of onground pools.

3402.2.5 Closely spaced horizontal members. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches, the horizontal members shall be located on the pool or spa side of the fence. Spacing between vertical members shall not exceed 1 ¾ inches in width. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1 ¾ inches in width.

3402.2.6 Widely spaced horizontal members. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches or more, spacing between vertical members should not exceed 4 inches. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1 ¾ inches in width.

3402.2.7 Chain link dimensions. The maximum opening formed by a chain link fence shall be not more than 2 ½ inches. Where the fence is provided with slats fastened at the top or the bottom that reduce the openings, such openings shall be not greater than 1 ¾ inches.

3402.2.8 Diagonal members. Where the barrier is composed of diagonal members, the maximum opening formed by the diagonal members shall not be more than 1 ¾ inches. The angle of diagonal members shall not be greater than 45 degrees from vertical.

3402.3 Gates. Access gates shall comply with the requirements of Section 3402.3.1, through 3402.3.3 and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outward away from the pool or spa, shall be self-closing and have a self-latching device.

3402.3.1 Utility or service gates. Gates not intended for pedestrian use, such as utility or service gates, shall remain locked while not in use.

3402.3.2 Double or multiple gates. Double gates or multiple gates shall have not less than one leaf secured in place and the adjacent leaf shall be secured with a self-closing and self-latching device. The gate and barrier shall not have an opening larger than ½ inch within 18 inches of the latch release mechanism. The self-latching device shall comply with the requirements of Section 3402.3.3.

3402.3.3 Latches. Where the release mechanism of the self-latching device is located less than 54 inches from grade, the release mechanism shall be located on the pool or spa side of the gate not less than 3 inches below the top of the gate, and the gate and barrier shall not have openings greater than ½ inch within 18 inches of the release mechanism.

SECTION 3403

SUCTION ENTRAPMENT AVOIDANCE

3403.1 General. Suction entrapment avoidance for pools and spas shall be provided in accordance with APSP 7.

Exceptions:

1. Portable spas and portable exercise spas listed and labeled in accordance with UL 1563 or CSA C22.2 No. 218.1.
2. Suction entrapment avoidance for wading pools shall be provided in accordance with Section 3410.

SECTION 3404

PUMPS AND MOTORS

3404.1 General. The provisions of this section apply to pumps and motors for pools and spas.

3404.2 Performance. A pump shall be provided for circulation of the pool water. The pump shall be capable of providing the flow required for filtering the pool water and filter cleaning, if applicable, against the total dynamic head development by the complete system.

3404.3 Intake protection. A cleanable strainer, skimmer basket, or screen shall be provided for pools and spas, upstream or as an integral part of circulation pumps, to remove solids, debris, hair and lint on pressure filter systems.

3404.4 Location. Pumps and motors shall be acceptable for inspection and service in accordance with manufacturer's specifications.

3404.5 Safety. The design, construction and installation of pumps and component parts shall be in accordance with the manufacturer's specifications.

3404.6 Isolation valves. Shutoff valves shall be installed on the suction and discharge sides of pumps that are located below the waterline. Such valves shall be provided with access.

3404.7 Motor performance. Motors shall comply with UL 1004-1, UL 1081, CSA C22.2 No. 108 or the relevant motor requirements of UL 1563 or CSA C 22.2 No. 218.1, as applicable.

SECTION 3405

SKIMMERS

3405.1 General. The provisions of the section apply to skimmers for pools and spas.

3405.2 Required. A surface skimming system shall be provided for public pools and spas. Surface skimming systems shall be listed and labeled in accordance with NSF 50. Surface skimming systems shall be designed and constructed to create a skimming action on the pool water surface when the water level in the pool is within operational parameters.

Exception: Skimmers that are an integral part of a spa that has been listed and labeled in accordance with UL 1563 shall not be required to be listed and labeled in accordance with NSF 50.

3405.2.1 Circulation systems. Public pool circulation systems shall be designed to process not less than 100 percent of the turnover rate through skimmers.

3405.3 Skimmer sizing. Where automatic surface skimmers are used as the sole overflow system, not less than one surface skimmer shall be provided for the square foot areas, or fraction thereof, indicated in Table 3405.3. skimmers shall be located to maintain effective skimming action.

TABLE 3405.3
Skimmer Sizing Table

POOL OR SPA	AREA PER SKIMMER (SQ. FT)
Public pool	500
Spas	150

3405.4 Perimeter coverage. Where a perimeter-type surface skimming system is used as the sole surface skimming system, the surface system shall extend around not less than 50 percent of the pool perimeter.

3405.4.1 Surge capacity. Where perimeter surface skimming systems are used, they shall be connected to a circulation system with a system surge capacity of not less than 1 gallon for each square foot of water surface. The capacity of the perimeter overflow system and related piping is permitted to be considered as a portion of the surge capacity.

3405.5 Equalizers. Equalizers on skimmers shall be prohibited.

3405.6 Hazard. Skimming devices shall be designed and installed so as not to create a hazard to the user.

SECTION 3406

AIR BLOWER AND AIR INDUCTION SYSTEM

3406.1 General. This section applies to devices and systems that induce or allow air to enter pools and spas either by means of a powered pump or passive design.

3406.2 Backflow prevention. Air blower systems shall be equipped with backflow protection as specified in UL 1563, CSA C22.2 No.218.1 or the Illinois State Plumbing Code.

3406.3 Air intake source. Air intake sources shall not induce water, dirt or contaminates.

3406.4 Sizing. Air induction systems shall be sized in accordance with the manufacturer's specifications.

3406.5 Inspection and service. Air blowers shall be provided with access for inspection and service.

SECTION 3407

LIGHTING

3407.1 Artificial lighting required. When a pool is open during periods of low natural illumination, artificial lighting shall be provided so that all areas of the pool, including all suction outlets on the bottom of the pool, will be visible. Illumination shall be sufficient to enable a lifeguard or other persons standing on the deck or sitting in a lifeguard stand adjacent to the pool edge to determine if a pool user is laying on the bottom of the pools and that the pool water is transparent and free from cloudiness.

These two conditions must be met when all suction outlets are visible from the edge of the deck at all times when artificial lighting is illuminated and when an 8-inch diameter black disk, placed on the bottom of the pool in the deepest point, is visible from the edge of the pool deck at all times when artificial lighting is illuminated.

3407.1.1 Pool and deck illumination. Overhead lighting, underwater lighting or both shall be provided to illuminate the pool and adjacent deck areas. The lighting shall be listed and labeled in accordance with NFPA 70.

3407.1.2 Illumination intensity. For outdoor pools, any combination of overhead and underwater lighting shall provide maintained illumination of not less than 10 foot-candles at the pool water surface. For indoor pools, any combination of overhead and underwater lighting shall provide maintained illumination of not less than 30 foot-candles at the pool water surface. Deck area lighting for both indoor and outdoor pools shall provide maintained illumination of not less than 10 foot-candles at the walking surface of the deck.

3407.1.3 Underwater lighting. Underwater lighting shall provide not less than 8 foot-candles at the pool water surface area, or not less than a total wattage of ½ watt per square foot of pool water surface for incandescent underwater lighting where the fixtures are rated in watts.

Exception: this requirement of this section shall not apply where overhead lighting provides not less than 15 foot-candles of maintained illumination at the pool water surface, the overhead lighting provides visibility, without glare, of all areas of the pool, and the requirements of Section 3407.1.2 are met or exceeded.

3407.2 Emergency illumination. Public pools and public pool areas that operate during periods of low illumination shall be provided with emergency lighting that will automatically turn on to permit evacuation of the pool and securing of the area in the event of power failure. Emergency lighting facilities shall be arranged to provide initial illumination that is not less than .1 foot-candle measured at any point on the water surface and at any point on the walking surface of the deck, and not less than an average of 1 foot-candle. A maximum-to-minimum illumination uniformity ratio of 40 to 1 shall not be exceeded.

SECTION 3408

LADDERS AND RECESSED TREADS

3408.1 General. Ladders and recessed treads shall comply with the provisions of this section and the applicable provisions of Sections 3410 through 3413 based on the type of pool or spa.

3408.2 Outside diving envelope. Where installed, steps and ladders shall be located outside of the minimum diving water envelope as indicated in Figure 3408.2.

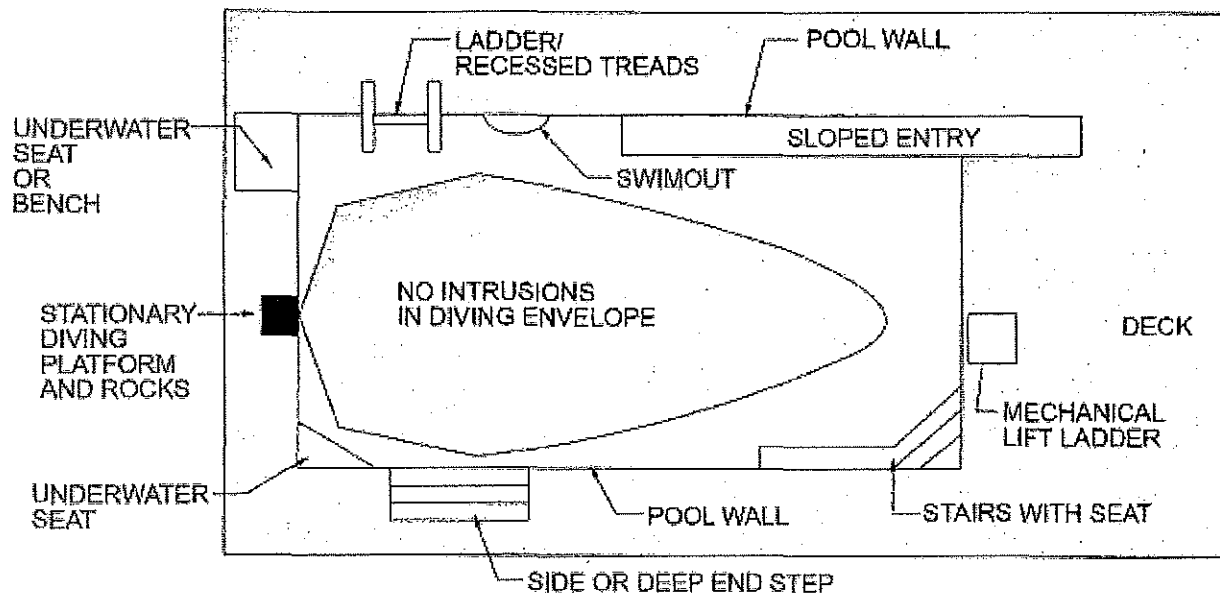


Figure 3408.2

MINIMUM WATER DIVING ENVELOPE

3408.3 Ladders. Ladder treads shall have a uniform horizontal depth of not less than 2 inches. There shall be a uniform distance between ladder treads, with a distance of not less than 7 inches and not greater than 12 inches. The top tread of a ladder shall be located not greater than 12 inches below the top of the deck or coping. Ladder treads shall have slip-resistant surfaces.

3408.3.1 Wall clearance. There shall be a clearance of not less than 3 inches and not greater than 6 inches between the pool wall and the ladder.

3408.3.2 Handrails and handholds. Ladders shall be provided with two handholds or two handrails. The clear distance between ladder handrails shall be not less than 17 inches and not greater than 24 inches.

3408.4 Recessed treads. Recessed treads shall have a minimum depth of not less than 5 inches and a width of not less than 12 inches. The vertical distance between the pool coping edge, deck, or step surface and the uppermost recessed tread shall not be greater than 12 inches. Recessed treads shall have slip-resistant surfaces.

3408.4.1 Vertical spacing. Recessed treads at the centerline shall have a uniform vertical spacing of not less than 7 inches and not greater than 12 inches.

3408.4.2 Drainage. Recessed treads shall drain into the pool.

3408.4.3 Handrails and grab rails. Recessed treads shall be provided with a handrail or grab rail on each side of the treads. The clear distance between handrails and grab rails shall be not less than 17 inches and not greater than 24 inches.

SECTION 3409

SAFETY

3409.1 Handholds required. Where the depth below the design waterline of a pool or spa exceeds 42 inches, handholds along the perimeter shall be provided. Handholds shall be located at the top of deck or coping.

Exceptions:

1. Handholds shall not be required where an underwater bench, seat or swim out is installed.
2. Handholds shall not be required for wave action pools and action rivers.

3409.1.1 Height above water. Handholds shall be located not more than 12 inches above the design waterline.

3409.1.2 Handhold type. Handholds shall be one or more of the following:

1. Top of pool deck or coping
2. Secured rope
3. Rail
4. Rock
5. Ledge
6. Ladder
7. Stair step
8. Any design that allows holding on with one hand while at the side of the pool.

3409.1.3 Handhold spacing. Handholds shall be horizontally spaced not greater than 4 feet apart.

3409.2 Handrails. Where handrails are installed, they shall conform to this section.

3409.2.1 Height. The top of the gripping surface of handrails for public pools and spas shall be 34 inches to 38 inches above the ramp or step surface as measured at the nosing of the step or finished surface of the slope.

3409.2.2 Material. Handrails shall be made of corrosion-resistant materials.

3409.2.3 Nonremovable. Handrails shall be installed so that they cannot be removed without the use of tools.

3409.2.4 Leading edge distance. The leading edge of handrails for stairs, pool entries and exits shall be located not greater than 18 inches from the vertical face of the bottom riser.

3409.2.5 Diameter. The outside diameter or width of handrails shall be not less than 1 ¼ inches and not greater than 2 inches.

3409.3 Obstructions and entrapment avoidance. There shall not be obstructions that can cause the user to be entrapped or injured. Types of entrapment include, but are not limited to, wedge or pinch-type openings and rigid, nongiving cantilevered protrusions.

SECTION 3410

WADING POOLS

3410.1 Wading pools. Wading pools shall be separate pools with an independent circulation system, shall be physically separated from the main pool and shall be constructed in accordance with Sections 3410.2 through 3410.6.

3410.2 Nonentry area. The areas where the water depth at the edge of the pool exceeds 9 inches shall not be considered to be nonentry areas.

3410.3 Floor slope. The floors of wading pools shall be uniform and sloped with a maximum slope of 1 unit vertical in 12 units horizontal.

3410.4 Maximum depth. The water depth shall not exceed 18 inches.

3410.5 Distance from deck to waterline. The maximum distance from the top of the deck to the waterline shall not exceed 6 inches.

3410.6 Suction entrapment avoidance. Wading pools shall not have suction outlets. Skimmers and overflow gutters shall be installed and shall accommodate 100 percent of the circulation system flow rate.

SECTION 3411

SPECIAL FEATURES

3411.1 Pool stairs. The design and construction of stairs extending into the pool in either the shallow or deep water including recessed pool stairs, shall comply with Sections 4513.2.1 through 4513.2.4.

3411.1.1 Tread dimension and area. Treads shall not be less than 24 inches at the leading edge. Treads shall have an unobstructed surface area of not less than 240 square inches and an unobstructed horizontal depth of not less than 10 inches at the centerline.

3411.1.2 Risers. Risers, except for the bottom riser, shall have a uniform height of not greater than 12 inches measured at the centerline. The bottom riser height is allowed to vary to the floor.

3411.1.3 Top tread. The vertical distance from the pool coping, deck, or step surface to the uppermost tread shall be not greater than 12 inches.

3411.1.4 Bottom tread. Where stairs are located in water depths greater than 48 inches, the lowest tread shall not be less than 48 inches below the deck and shall be recessed in the pool wall.

SECTION 3412

SIGNAGE

3412.1 Safety signage. Safety signage advising on the danger of diving into shallow areas and on the prevention of drowning shall be provided as required by the authority that governs such pools. Safety signage shall be as shown in Figure 3412.1 or similar thereof.

3412.2 Emergency telephone signs. A sign indicating the location of the nearest landline that can be used to call emergency services shall be posted within sight of the main entry into a pool facility. The sign shall indicate the telephone numbers, including area code, that can be called for emergency services including, but not limited to, police, fire, ambulance and rescue services. If "9-1-1" telephone service is available for any of these services, "9-1-1" shall be indicated next to the telephone number for such services. The sign shall include the street address and city where the pool is located. The nearest landline telephone indicated by the sign shall be one that can be used free of charge to call for emergency services. A sign with the telephone number and address information required by this section shall be posted within sight of the landline telephone.

3412.3 Sign placement. Signs shall be positioned for effective visual observation by users as required by the authority that governs such pools.

3412.4 Emergency shutoff switch. Signs shall be posted that clearly indicate the location of the pump emergency shutoff switch. Such switch shall be clearly identified as the pump emergency shutoff switch.



Actual Size:
 11" x 13- 3/8"
 16" x 18-1/2"
 18-3/8" x 24"

SECTION 3413

PUBLIC SPAS AND EXERCISE SPAS

3413.1 Scope. This section shall govern the design, installation, construction and repair of public spas and exercise spas regardless of whether a fee is charged for use.

3413.2 General. In addition to the requirements of this section, public spas and exercise spas shall comply with the requirements of Sections 3402 through 3409.

3413.3 Pumps and motors. Pumps and motors shall be listed and labeled for use in spas.

3413.4 Water depth. The maximum water depth for spas shall be 4 feet measured from the design waterline except for spas that are designed for special purposes and approved by the authority having jurisdiction. The water depth for exercise spas shall not exceed 6 feet 6 inches measured from the design waterline.

3413.5 Multilevel seating. Where multilevel seating is provided, the maximum water depth of any seat or sitting bench shall be 28 inches measured from the design waterline to the lowest measurable point.

3413.6 Floor slope. The slope of the floor shall not exceed 1 unit vertical in 12 units horizontal (8.3-percent slope). Where multilevel floors are provided, the change in depth shall be indicated.

3413.7 Emergency shutoff switch. One emergency shutoff switch shall be provided to disconnect power to circulation and jet system pumps and air blowers. Emergency shutoff switches shall be accessible, located within sight of the spa and shall be located not less than 5 feet but not greater than 10 feet horizontally from the inside walls of the spa.

3413.7.1 Alarms. Emergency shutoff switches shall be provided with an audible alarm rated at not less than 80 decibel sound pressure level and a light near the spa that will operate continuously until deactivated when the shutoff switch is operated. The following statements shall appear on a sign that is posted in a location that is visible from the spa:

ALARM INDICATES SPA PUMPS OFF. DO NOT USE SPA WHEN ALARM SOUNDS AND LIGHT IS ILLUNIMATED UNTIL ADVISED OTHERWISE.

3413.8 Water temperature controls. Components provided for water temperature controls shall be suitable for the intended application.

3413.8.1 Water temperature regulating controls. Water temperature regulating controls shall comply with UL 873 or UL 372. A means shall be provided to indicate the water temperature in the spa

Exception: Water temperature regulating controls that are integral to the heating appliance and listed in accordance with the applicable end use appliance standard.

3413.8.2 Water temperature limiting controls. Water temperature limiting control shall comply with UL 873 or UL 372. Water temperature at the heater return outlet shall not exceed 140 degrees F.

3413.9 Water temperature. The temperature of the incoming makeup water shall not exceed 104 degrees F.

GG. The following are inserted in Chapter 35 Referenced Standards in their appropriate sections in alphabetical and numerical order.

APSP

ANSI/APSP/ICC 7-13: American National Standard for Suction Entrapment Avoidance in Swimming Pools, Wading Pools, Spas, Hot Tubs, and Catch Basins
4504.1

ASTM

F1346-91(2010): Standard Performance Specification for Safety Covers and Labeling Requirements for All Covers for Swimming Pools, Spas and Hot Tubs
3402.1

CSA

C22.2 No.108-14: Liquid Pumps
3404.7

C22.2 No.218.1-13: Spas, Hot Tubs and Associated Equipment
3403.1; 3406.2; 3404.7

NSF

NSF 50-2015: Equipment for Swimming Pools, Spas, Hot Tubs, and Other Recreational Water Facilities
3405.2

UL

372-2007: Automatic Electrical Controls for Household and Similar Use- Part 2: Particular Requirements for Burner Ignition Systems and Components- with revisions through July 2012
3413.8.1; 3413.8.2

873-2007: Temperature-indicating and Regulating Equipment- with revisions through February 2018
3413.8.1; 3413.8.2

1004-1-12: Standard for Rotating Electrical Machines General Requirements- with revisions through June 2011
3404.7

1081-2008: Standard for Swimming Pool Pumps, Filters and Chlorinators- with revisions through March 2014
3404.7

1563-2009: Standard for Electric Hot Tubs, Spas and Associated Equipment-with revisions through March 2015
3403.1.1; 3404.7; 3405.2; 3406.2

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 November 1, 2018 as provided by law.

DATED at Crystal Lake, Illinois, this 17th day of April, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
AARON T. SHEPLEY, MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: April 17, 2018

APPROVED: April 17, 2018

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



The City of Crystal Lake Illinois

AN ORDINANCE CREATING CHAPTER 239: EXISTING BUILDING CODE 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 CHAPTER 239: Existing Building Code be created and shall read as follows:

Chapter 239: EXISTING BUILDING CODE

GENERAL REFERENCES

Building Code — See Ch. 187

Electrical Code — See Ch. 230.

Fees — See Ch. 241.

Mechanical Code — See Ch. 336.

Plumbing Code — See Ch. 392.

Residential Code — See Ch. 422.

Property Maintenance Code - See Ch. 400

§ 239-1. Adoption of standards by reference.

The International Building Code, 2018 as amended by § 187-2 of this chapter, published by the International Code Council, Inc. shall be and is hereby adopted by reference as the Building Code for the City of Crystal Lake, for the rules and regulations for the design, construction, alteration, addition, quality of materials, erection, installation, repair, location, relocation, replacement, conversion, movement, enlargement, use, occupancy or maintenance of all buildings and structures for all buildings and structures in the City of Crystal Lake. All terms and conditions contained in the International Building Code, 2018, and amendments thereto, shall be part of the ordinance of the City of Crystal Lake, the same as if it were adopted verbatim.

§ 239-2. Additions, insertions and amendments.

The following sections of the International Building Code are hereby revised and amended as follows:

- A. Section 101.1, Title: Insert City of Crystal Lake as the name of jurisdiction.
- B. Section 112.1, Board of Appeals, is amended as follows: In order to hear and decide appeals of orders, decisions, or determinations made by the code official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be the City's Administrative Law Judge.

- C. Section 112.3, Qualifications, is deleted in its entirety
- D. Section 302.3, Additional codes, is amended as follows: Alterations, repairs, additions and changes of occupancy to, or relocation of, existing buildings and structures shall comply with the provisions for alterations, repairs, additions and changes of occupancy or relocation, respectively, in this code and the International Energy Conservation Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, Illinois State Plumbing Code, Disposal Code, International Property Maintenance Code, International Residential Code and NFPA 70. Where provisions of the other codes conflict with provisions of this code, the provisions of this code shall take precedence.
- E. Section 305.4, Change of occupancy, is amended as follows: Existing buildings that undergo a change of occupancy classification shall comply with this section.
- F. The following is inserted as Section 402.2: Repair and replacement. Whenever repair, replacement or maintenance of a roof or siding assembly in excess of four hundred square feet is performed, the entire roof or siding assembly must be replaced.
- G. Section 1007.3, Service Upgrade is deleted in its entirety
- H. The following is inserted at the end of Chapter 14, Relocated or Moved Buildings

Section 1403.1 Permit required. No persons, firm or corporation shall move any building on, through, or over any street, alley, sidewalk or other public place in the City of Crystal Lake without having obtained a permit therefor from the Building Commissioner. An application for permit shall contain names and addresses of the building owner, the person hired to transport or move the building, the intended date, time, proposed route and the number of days it is intended that the building shall occupy any portion of any street, alley, sidewalk or other public place, removal and/or trimming of trees, and temporary interference with public utilities. No permit shall be issued without the prior approval of the proposed route by the Chief of Police.

Section 1403.2 Bond; Insurance. Every person, firm or corporation applying for a permit under this article shall submit with his/her application a bond as required by Chapter 241, Fees, of the Code of Ordinances, establishing a permit fee schedule. Every person, firm or corporation shall also submit a liability insurance policy issued by an insurance company authorized to do work in the State of Illinois. Such policy shall show on its face limits of not less than \$100,000 for property damage and \$1,000,000 for public liability. Said insurance policy shall not be canceled by the principal or surety until after 30 days' written notice to the Building Commissioner. Each person applying for a permit under this section shall submit with his/her application a cash bond with a corporate surety approved by the Building Commissioner, conditioned upon compliance by the applicant with the provision of this section, and containing an agreement to pay and hold the City harmless from any claim which may be made against it, arising from moving the building.

Section 1403.3 Approval. Upon approval of the intended route, a permit shall be issued and a fee paid pursuant to Chapter 241, Fees, of the Code of Ordinances, establishing a permit fee schedule. An additional payment of \$200 for each day or fraction thereof over and above the time stated on the permit during or on which any building shall occupy such public place shall be paid.

Section 1403.4 Lights and warnings. Whenever a street or alley is blocked by a building which is being moved, warnings to that effect shall be placed by the person, firm or corporation, and approved by the Police Department, so as to warn vehicles and persons from entering that portion of the street so blocked. The person, firm or corporation moving any building through the streets shall keep warning signs, lanterns, lights or barricades on at night in an operating condition and maintain same.

Section 1403.5 Removal/Cutting of wires. Whenever it shall be necessary to interfere with wires or cables of public utility companies, the terms of any special or franchise ordinance or agreement shall apply. It

shall be the duty of the person moving the building to make all necessary arrangements for the removal and care of such wires, and to obtain prior approval of such utility companies.

Section 1403.6 Fire alarm wires. When any such building being moved approaches any fire alarm wire or pole, which shall be endangered by the moving of such building, it shall be the duty of the persons, firm or corporation to notify the Fire Chief at least six hours before reaching such wire.

Section 1403.7 State, county or township approval. If the proposed route for the moving of a building will cause the building to cross or travel upon any state, county, or township road or highway, it shall be the duty of the person moving the building to obtain the approval of the appropriate governmental authority.

Section 1403.8 Safety measures. The Building Commissioner shall have the power to prescribe such conditions for the moving of buildings as may be necessary to promote the public safety and to prevent damage to City road foundations, surfaces or structures. In addition, whenever a street or alley is blocked by a building which is being moved, warnings to that effect shall be placed by the person, firm or corporation, and approved by the Police Department so as to warn people from entering that portion of the street so blocked. If a building is transported at night, the person moving the building shall provide adequate illumination for the building, and take all other steps necessary to ensure that the building does not constitute a hazard to the public safety. In no event shall the time required to move any building extend beyond 24 hours.

Section 1403.9 Costs. It shall be the duty of the person moving a building to reimburse the City for all fees and costs incurred in connection therewith, including, but not limited to, the costs of providing police supervision, tree trimming, and removing and replacing City signs.

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 November 1, 2018 as provided by law.

DATED at Crystal Lake, Illinois, this 17th day of April, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal
Corporation

BY: _____
AARON T. SHEPLEY, MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: April 17, 2018

APPROVED: April 17, 2018

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



The City of Crystal Lake Illinois

AN ORDINANCE AMENDING CHAPTER 264: FUEL GAS CODE 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 Chapter 264 Fuel Gas Code be amended to read as follows:

Chapter 264: FUEL GAS CODE

[HISTORY: Adopted by the City Council of the City of Crystal Lake 1-19-1993 as amended 12-17-2002 by Ord. No. 5592 (Art. III, Ch. II, Section G, §§ 3.65 and 3.66, of the 1993 Code); amended in its entirety 6-17-2008 by Ord. No. 6371. Subsequent amendments noted where applicable.]

GENERAL REFERENCES

Building Code — See Ch. 187.
Electrical Code — See Ch. 230.
Existing Building Code — See Ch. 239
Fire Code — See Ch. 251.
Mechanical Code — See Ch. 336.
Plumbing Code — See Ch. 392.
Property Maintenance Code — See Ch. 400.
Residential Code — See Ch. 422.

§ 264-1. Adoption of standards by reference.

The International Fuel Gas Code, 2018 Edition and subsequent amendments thereto, published by the International Code Council, Inc., shall be and is hereby adopted by reference as the Fuel Gas Code for the City of Crystal Lake. All terms and conditions contained in the International Fuel Gas Code, 2018 Edition, and subsequent amendments thereto, published by the International Code Council, Inc., shall be part of the ordinances of the City of Crystal Lake the same as if they were adopted verbatim.

§ 264-2. Additions, insertions and amendments.

The following sections of the International Fuel Gas Code are hereby revised and amended as follows:

- A. Section 101.1, Title: Insert City of Crystal Lake as the name of jurisdiction.
- B. Section 106.6, Fee schedule, is amended as follows: The fees for all fuel gas work shall be paid in accordance with Chapter 241, Fees, of the Code of Ordinances.

C. Section 106.6.3, Fee refunds, is amended as follows: The code official shall authorize the refunding of fees as follows:

1. The full amount of any fee paid hereunder that was erroneously paid or collected

The code official shall not authorize the refunding of any fee paid, except upon written application filed by the original permittee not later than 7 days after the date of fee payment.

D. Section 108.4, Violation penalties, is amended as follows: Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair mechanical work in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provisions of this code shall be fined as set forth in Chapter 248, fines for each offense.. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

E. Section 108.5, Stop work orders, is amended as follows: Upon notice from the code official that mechanical work is being performed contrary to the provisions of the code or in a dangerous or unsafe manner, such work shall immediately cease. Such notice shall be in writing and shall be given to the owner of the property, or to the owners authorized agent, or to the person doing the work. The notice shall state the conditions under which work is authorized to resume. Where an emergency exists, the code official shall not be required to give a written notice prior to stopping the work. Any person who shall continue any work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as set forth in Chapter 248, Fines.

F. Section 109.2, Membership of board, is amended as follows: The board of appeals shall consist of the City's Administrative Law Judge.

G. The remainder of Section 109 after Section 109.2 is deleted in its entirety.

H. Appendix C is hereby adopted.

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 November 1, 2018 as provided by law.

DATED at Crystal Lake, Illinois, this 17th day of April, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
AARON T. SHEPLEY, MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: April 17, 2018

APPROVED: April 17, 2018

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



The City of Crystal Lake Illinois

AN ORDINANCE AMENDING CHAPTER 336: MECHANICAL CODE 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 Chapter 336: Mechanical Code be amended to read as follows:

Chapter 336: Mechanical Code

[HISTORY: Adopted by the City Council of the City of Crystal Lake 1-19-1993 as amended 12-17-2002 by Ord. No. 5592 (Art. III, Ch. II, Section G, §§ 3.63 and 3.64, of the 1993 Code); amended in its entirety 6-17-2008 by Ord. No. 6373. Subsequent amendments noted where applicable.]

GENERAL REFERENCES

- Building Code — See Ch. 187.
- Electrical Code — See Ch. 230.
- Existing Building Code – See Ch. 239.
- Fire Code — See Ch. 251.
- Fuel Gas Code — See Ch. 264.
- Plumbing Code — See Ch. 392.
- Property Maintenance Code – See Ch. 400
- Residential Code — See Ch. 422.

§ 336-1. Adoption of standards by reference.

The International Mechanical Code, 2018 Edition, and subsequent amendments thereto, published by the International Code Council, Inc., shall be and is hereby adopted by reference as the Mechanical Code for the City of Crystal Lake. All terms and conditions contained in the International Mechanical Code, 2018 Edition, and subsequent amendments thereto, published by the International Code Council, Inc., shall be part of the ordinances of the City of Crystal Lake the same as if they were adopted verbatim.

§ 336-2. Additions, insertions and amendments.

The following sections of the International Mechanical Code are hereby revised and amended as follows:

- A. Section 101.1: Insert City of Crystal Lake as the name of jurisdiction.
- B. Section 106.5.2, Fee schedule, is amended as follows: The fees for mechanical work shall be in the following schedule: Chapter 241, Fees, of the Code of Ordinances.

C. Section 106.5.3, Fee refunds, is amended as follows: The code official shall authorize the refunding of fees as follows:

1. The full amount of any fee paid hereunder that was erroneously paid or collected

The code official shall not authorize the refunding of any fee paid, except upon written application filed by the original permittee not later than 7 days after the date of fee payment.

D. Section 108.4, Violation penalties, shall be amended to read as follows: Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair mechanical work in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provisions of this code shall be fined as set forth in Chapter 248, fines for each offense. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

E. Section 108.5, Stop work orders, is amended as follows: Upon notice from the code official that mechanical work is being performed contrary to the provisions of the code or in a dangerous or unsafe manner, such work shall immediately cease. Such notice shall be in writing and shall be given to the owner of the property, or to the owners authorized agent, or to the person doing the work. The notice shall state the conditions under which work is authorized to resume. Where an emergency exists, the code official shall not be required to give a written notice prior to stopping the work. Any person who shall continue any work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as set forth in Chapter 248, Fines.

F. Section 109.2, Membership of board, is amended as follows: The board of appeals shall consist of the City's Administrative Law Judge.

G. The remainder of Section 109 after Section 109.2 is deleted in its entirety.

H. Section 918.2, Heat pumps, is amended as follows: Electric heat pumps shall be prohibited with the exception of replacement of an existing heat pump system tested in accordance with UL 1995.

I. Section 1006.6.13, Safety and relief valve discharge, is amended as follows: Be constructed of those materials listed in section 890 Appendix A Table A of the Illinois State Plumbing Code or materials tested, rated and approved for such use in accordance with ASME A112.4.1.

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 November 1, 2018 as provided by law.

DATED at Crystal Lake, Illinois, this 17th day of April, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal
Corporation

BY: _____
AARON T. SHEPLEY, MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: April 17, 2018

APPROVED: April 17, 2018

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



The City of Crystal Lake Illinois

AN ORDINANCE CREATING CHAPTER 400: PROPERTY MAINTENANCE CODE 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 Chapter 400: Property Maintenance Code be created and shall read as follows:

Chapter 400: Property Maintenance Code

GENERAL REFERENCES

General penalty — See Ch. 1, Art. II
Building Code — See Ch. 187.
Electrical Code — See Ch. 230.
Existing Building Code — See Ch. 239
Fire Code — See Ch. 251.
Fuel Gas Code — See Ch. 264.
Mechanical Code — See Ch. 336.
Plumbing Code — See Ch. 392.
Residential Code — See Ch. 422.

§ 400-1. Adoption of standards by reference.

The International Property Maintenance Code, 2018 Edition, and subsequent amendments thereto, published by the International Code Council, Inc., shall be and is hereby adopted by reference as the International Property Maintenance Code for the City of Crystal Lake. All terms and conditions contained in the International Property Maintenance Code, 2018 Edition, and subsequent amendments thereto, published by the International Code Council, Inc., shall be part of the ordinances of the City of Crystal Lake the same as if they were adopted verbatim.

§ 400-2. Additions, insertions and amendments.

The following sections of the International Property Maintenance Code are hereby revised and amended as follows:

- A. Section 101.1: Insert City of Crystal Lake as the name of jurisdiction.
- B. Section 102.3, Application of other codes, is amended as follows: Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the International Building Code, International Existing Building Code, International Energy Conservation Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, International Residential Code, Illinois State Plumbing Code, and NFPA 70.

- C. Section 103.5, Fees, is amended as follows: The fees for activities and services performed by the department in carrying out its responsibilities under this code shall be as indicated in the following schedule: Chapter 241: Fees
- D. Section 111.2, Membership of board, is amended to read as follows: The board of appeals shall consist of the City's Administrative Law Judge.
- E. The remainder of Section 111 after Section 111.2 is deleted in its entirety.
- F. That Section 112.4, Failure to comply, is amended as follows: Any person who shall continue any work on the system after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as set forth in Chapter 248, Fines.
- G. The following definition is inserted into Section 202 in alphabetical order:

Storage

The act of keeping, placing or maintaining real property regardless of functionality or proposed future use for a period of longer the 30 days. Items used in everyday use, such as but not limited to grills and children's play toys, are not included in this definition.

- H. The following section is inserted as section 302.2.1: Sump pump discharge. Sump pumps not connected to a storm sewer, shall be discharged at a point located no closer to the abutting property line than 1/2 the overall distance as measured between the building and the abutting property line. The discharged water shall not be allowed to directly flow across walking or street surfaces. When the point of discharge is located within five feet from the abutting property line, the discharge pipe shall be directed to the front or rear of the property.
- I. Section 302.4, Weeds, is amended as follows: Premises and exterior property shall be maintained free from weeds or plant growth in excess of eight inches. Noxious weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs, provided; however, this term shall not include cultivated flowers and gardens.
- J. Section 302.8, Motor vehicle, is amended as follows: Except as provided for in other regulations, inoperative or unlicensed motor vehicles and trailers shall not be parked, kept or stored on any premises, and vehicles shall not at any time be in a state of majority disassembly, disrepair, or in the process of being stripped or dismantled.
- K. The following is inserted as Section 302.10: Exterior property area. Exterior property areas including grass, trees and bushes damaged by vehicular travel or construction activity shall be restored.
- L. The following is inserted as section 302.11: Exterior storage. All items *stored* on the exterior property area must meet the following:
 1. Items stored must be designed or normally intended to be stored outdoors
 2. Items must be maintained in a neat orderly fashion
 3. Must be stored a minimum of five feet from any property line
 4. Storage shall not be located in a required front yard
- M. Section 303.2, Enclosures, is amended as follows: Private swimming pools, hot tubs and spas, designed to hold water 24 inches in depth or greater shall be completely surrounded by a fence or barrier not less than 48 inches in height above the finished ground level measured on the side of the barrier away from the pool.
- N. The following is inserted as section 304.1.2: Whenever repair, replacement or maintenance of exterior structures is required to comply with this section, such repair, replacement or maintenance shall be completed

to substantially match, conform and be consistent with the existing exterior structures in color, material and appearance.

- O. The following is inserted as section 304.1.3: Whenever repair, replacement or maintenance of a roof or siding assembly in excess of four hundred square feet is performed, the entire roof or siding assembly must be replaced.
- P. Section 304.14, Insect screens, is amended as follows: During the period from April 1 to October 31, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged, stored shall be supplied with approved tightly fitting screens of minimum 16 mesh per inch (16 mesh per 25mm), and every screen door used for insect control shall have a self-closing device in good working order.
- Q. The following is inserted as section 310:
310: Signage
310.1 Illumination. Means of illumination shall be fully operational to maintain illumination levels. Broken, missing or damaged lighting devices must be replaced or repaired.
310.2 Maintenance. Signs, sign panels and inserts must be maintained free from holes, defects and missing parts.
- R. Section 502.5, Public toilet facilities, is amended as follows: Public toilet facilities shall be maintained in a safe, sanitary and working condition in accordance with the Illinois State Plumbing Code. Except for periodic maintenance or cleaning, public access and use shall be provided to the toilet facilities at all times during occupancy of the premises.
- S. Section 505.1, General, is amended as follows: Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. Kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered water and cold running water in accordance with the Illinois State Plumbing Code.
- T. The following is inserted as section 507.2: Downspout discharge. Downspouts not connected to a storm sewer, shall be discharged at a point located no closer to the abutting property line than 1/2 the overall distance as measured between the building and the abutting property line. The discharged water shall not be allowed to directly flow across walking or street surfaces. When the point of discharge is located within five feet from the abutting property line, the discharge pipe shall be directed to the front or rear of the property.
- U. Section 602.3, Heat supply, is amended as follows: Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from October 1 to April 30 to maintain a minimum temperature of 68 degrees F (20 degrees C) in all habitable rooms, bathrooms and toilet rooms.
- V. Section 602.4, Occupiable work spaces, is amended as follows: Indoor occupiable work spaces shall be supplied with heat during the period from October 1 to April 30 to maintain a minimum temperature of 65 degrees F (18 degrees C) during the period the spaces are occupied.

SECTION II: That Chapter 302: Housing Code be repealed in its entirety.

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

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

DATED at Crystal Lake, Illinois, this 17th day of April, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
AARON T. SHEPLEY, MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: April 17, 2018

APPROVED: April 17, 2018

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



DE

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING CHAPTER 422: RESIDENTIAL CODE 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 Chapter 442: Residential Code be amended to read as follows:

Chapter 442: Residential Code

[HISTORY: Adopted by the City Council of the City of Crystal Lake 1-19-1993 as amended 12-17-2002 by Ord. No. 5591 (Art. III, Ch. II, Section B, § 3.44, of the 1993 Code); amended in its entirety 6-17-2008 by Ord. No. 6375. Subsequent amendments noted where applicable.]

GENERAL REFERENCES

- Building Code — See Ch. 187.
- Electrical Code — See Ch. 230.
- Existing Building Code — See Ch. 239.
- Fire Code — See Ch. 251.
- Fuel Gas Code — See Ch. 264.
- Housing Code — See Ch. 301.
- Mechanical Code — See Ch. 336.
- Plumbing Code — See Ch. 392.

§ 442-1. Adoption of standards by reference.

The International Residential Code 2018 Edition, as amended by § 422-2 of this chapter, published by the International Code Council, Inc., shall be and is hereby adopted by reference as the rules and regulations for the design, construction, alteration, addition, quality of materials, erection, installation, repair, location, relocation, replacement, conversion, movement, enlargement, equipment, use, occupancy, or maintenance of all buildings and structures for detached one- and two-family dwellings, multiple single-family dwellings (townhomes) and buildings and structures customarily accessory to the foregoing in the City of Crystal Lake. All terms and conditions contained in the International Residential Code 2018 Edition and amendments thereto, published by the International Code Council, Inc., shall be part of the ordinances of the City of Crystal Lake the same as if they were adopted verbatim.

§ 442-2. Additions, insertions and amendments.

The following sections of the International Residential Code are hereby revised and amended as follows:

- A. Section 101.1: Insert City of Crystal Lake as the name of jurisdiction.
- B. The Building Permits section of Section 105.2, Work exempted from permit is amended as follows:

Building:

1. Painting, papering, tiling, carpentry, cabinets, counter tops and similar finish work.
2. Prefabricated swimming pools that are less than 24 inches deep.
3. Swings and other playground equipment.

- C. The Mechanical Permits section of Section 105.2, Work exempted from permits, is amended as follows:

Mechanical:

1. Portable heating appliances.
2. Portable ventilation appliances.
3. Portable cooling units.
4. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
5. Portable evaporative coolers.
6. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

- D. The following is inserted as Section 105.2.2.1: Fence repairs. Repair or replacement of up to 2 fence panel sections or 3 support posts.
- E. The following is inserted as Section 105.2.2.2: Roof repairs. Repair or replacement of up to an aggregate of 200 square feet of roofing material.
- F. The following is inserted as Section 105.2.2.3: Siding repairs. Repair or replacement of up to an aggregate total 200 square feet of siding material.
- G. Section 105.5, Expiration, is amended as follows: Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance or after commencement of work if more than 180 pass between inspections. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated. All permits for new single-family construction and additions not specifically listed below shall become invalid if not completed within one year from the date of issuance. Permits for roofing, siding, sheds, decks, windows, furnaces, water heaters, air conditioners, pools, fireplaces, driveways and similar minor projects shall become invalid if not completed within six months from the date of issuance. See Chapter 241 for applicable fees.
- H. Section 108.2, Schedule of permit fees, is amended as follows: On buildings, structures, electrical, gas, mechanical and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required, see Chapter 241: Fees.
- I. Section 108.5, Refunds, is amended as follows: The code official shall not authorize the refunding of any fee paid, except upon written application filed by the original permittee not later than 7 days after the date of fee payment.
- J. Section 112.1, General, is amended as follows: In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this code, there shall be and hereby is created a board of appeals. The board of appeals shall consist of the City's Administrative Law Judge
- K. The remainder of Section 112 after 112.1 is deleted in its entirety.
- L. Section 113.4, Violation penalties, is amended as follows: Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code as set forth in Chapter 248: Fines.

M. Section 114.2. Unlawful continuance, be amended as follows: Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition as set forth in Chapter 248: Fines.

N. That the following definitions in Chapter 2 be amended:

Accessible. Signifies access that requires the removal of an access panel or similar removable obstruction.

O. That the following definitions be inserted into Chapter 2 in alphabetical order:

Barrier. A permanent fence, wall, building wall, or combination thereof that completely surrounds the pool or spa and obstructs the access to the pool or spa. The term permanent shall mean not being able to be removed, lifted, or relocated without the use of a tool.

Design waterline. The centerline of the skimmer or other point as defined by the designer of the pool or spa.

Hot Tub. See "Spa"

In-ground Pool. See "swimming pool"

Ladder. A structure for ingress and egress that usually consists of two long parallel side pieces joined at intervals by cross pieces such as treads.

On-ground storable pool. A pool capable of containing 24 inches of water that can be disassembled for storage or transport. This includes portable pools with flexible or nonrigid walls that achieve their structural integrity by means of uniform shape, a support frame or combination thereof, and that can be disassembled for storage.

Safety Cover. A structure, fabric or assembly, along with attendant appurtenances and anchoring mechanisms, that is temporarily placed or installed over an entire pool, spa or hot tub and secured in place after all bathers are absent from the water.

Shallow Areas. Portions of a pool or spa with water depths of less than 5 feet.

Slip Resistant. A surface that has been treated or constructed to significantly reduce the chance of a user slipping. The surface shall not be an abrasion hazard.

Slope Break. Occurs at the point where the slope of the pool floor changes to a greater slope.

Spa. A product intended for the immersion of persons in temperature-controlled water circulated in a closed system, and not intended to be drained and filled with each use. A spa usually includes a filter, an electric motor, solar or gas heater, a pump or pumps and a control, and can include other equipment, such as lights, blowers, and water sanitizing equipment.

Swimming Pool. Any structure intended for swimming or recreational bathing that is capable of containing water over 24 inches deep. This includes in-ground, above ground and on-ground swimming pools, hot tubs and spas.

Swimming Pool, Indoor. A swimming pool, which is, totally contained within a structure and surrounded on all four sides by the walls of the enclosing structure.

Swimming Pool, Outdoor. Any Swimming pool, which is not an indoor pool.

Swimout. An underwater seat area that is placed completely outside of the perimeter shape of the pool. Where located at the deep end, swimouts are permitted to be used as the deep-end means of entry and exit to the pool.

Waterline. See "Design waterline"

P. Table 301.2(1) is amended as follows:

Table R301.2(1)
Climatic and Geographic Reference Criteria

GROUND SNOW LOAD	WIND DESIGN				SEISMIC DESIGN CATEGORY	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP	ICE BARRIER UNDERLAYMENT REQUIREMENT	FLOOD HAZARDS	AIR FREEZING INDEX	MEAN ANNUAL TEMP
	Speed (MPH)	Topographic effects	Special Wind Region	Windborne debris zone		Weathering	Frost Line Depth	Territe					
30 pounds per square foot	115 (51) MPH	None	No	None	B	Yes	42 inches	No	4 degrees F	Yes	Per Chapter 595	1500	47.8 degrees F

Q. The Manual J Design Criteria portion of Table 301.2(1) is deleted.

- R. Section 312.2.1, Window fall protection- window sills, is amended as follows: In dwelling units, where the top of the sill of an operable window opening is located less than 20 inches above finished floor and greater than 72 inches above finished grade or other surface below on the exterior of the building, the operable window shall comply with the following:
1. Operable window openings will not allow a 4-inch diameter sphere to pass through where the openings are in their largest open position.
 2. Operable windows are provided with window fall prevention devices that comply with ASTM F2090.
 3. Operable windows are provided with window opening control devices that comply with Section R312.2.2.
- S. Section 313.1.1, Design and installation, is amended as follows: Automatic residential fire sprinkler systems for townhouses shall be designed and installed in accordance with NFPA 13D.
- T. Section 313.2, One and two-family dwellings automatic fire sprinkler systems, is deleted in its entirety.
- U. Section 401.3, Drainage, is amended as follows: Surface drainage shall be diverted to a storm sewer conveyance or other approved point of collection that does not create a hazard. Lots shall be graded to drain surface water away from foundation walls. The grade shall fall not fewer than 6 inches within the first 10 feet. Grading, drainage, or both, shall be performed so that the water will drain away from the building on all sides and off the lot in a manner which will provide reasonable freedom from erosion and pocketed surface water. Construction of walks, driveways, retaining walls, patios, fences and similar structures shall be installed so that they will not interfere with drainage. Grading and drainage shall be subject to the approval of the City Engineer or his/her designee.
- V. The following is inserted as section 401.4: Sump pump and downspout discharge. When a sump pump or gutter downspout is not connected to the City storm sewer, it shall be discharged at a point located no closer to the abutting property line than one-half (½) the overall distance as measured between the building and the abutting property line. The discharged waster shall not be allowed to directly flow across walking or street surfaces. When the point of discharge is located within five feet (5') from the abutting property line, the discharge pipe shall be directed to the front or rear of the property. The City Engineer or his/her designee may vary the requirements of this section if warranted by site conditions.
- W. Section 401.5, Soil tests, is amended as follows: Soils tests shall be required on all new construction. The test shall be done by an approved agency using an approved method. Soils reports shall be submitted for review and approved before footing and foundation placement. Soils test requirement can be waived by the building official.
- X. Exception 3 in Section 403.1.4.1, Frost protection, is deleted.
- Y. Section 507.3.2, Minimum size, is amended as follows: The minimum size of concrete footings shall be 10 inches.
- Z. Table R507.3.1, Minimum footing size for decks, is deleted in its entirety.
- AA. The exceptions in Section 507.3.2, Minimum depth, are deleted in their entirety.
- BB. Section 507.9.2, Lateral connection, is amended as follows: Lateral loads shall be transferred to the ground or to a structure capable of transmitting them to the ground. Where the lateral load connection is provided in accordance with Figure R507.9.2(1), hold-down tension devices shall be installed in not less than two locations per deck elevation or change in deck height, within 24 inches of each end of the deck. Each device shall have an allowable stress design capacity of not less than 1,500 pounds. Where the lateral load connections are provided in accordance with Figure R507.9.2(2), the hold-down tension devices shall be

installed in not less than four locations per deck elevation or change in deck height, and each device shall have an allowable stress design capacity of not less than 750 pounds.

CC. The following is inserted as Section 609.1: Replacement windows and doors. All replacement windows and doors shall be connected to the water resistive barrier of the structure by one of the following methods or a combination thereof:

1. Perimeter flashing at all sides allowing water drainage to the building exterior or water resistive barrier
2. Approved flashing tape/membrane attached to all sides and connected to the water resistive barrier in accordance with Section 703.4.

DD. Section 905.1.2, Ice barriers, is amended as follows: In areas where there has been a history of ice forming along the eaves causing a backup of water as designated in table R301.2(1), an ice barrier shall be installed for asphalt shingles, metal roof shingles, mineral surfaced roll roofing, slate and slate type shingles, wood shingles and wood shakes. The ice barrier shall consist of a self-adhering polymer-modified bitumen sheet used in place of normal underlayment. The ice barrier shall be a minimum of 72 inches wide or extend from the lowest edges of all roof surfaces to a point not less than 24 inches inside the exterior wall line of the building whichever is greater.

Exception: Detached accessory structures less than 200 square feet not containing conditioned floor space.

EE. The following are inserted in Chapter 44 Referenced Standards in their appropriate sections in alphabetical and numerical order.

APSP

ANSI/APSP/ICC 7-13: American National Standard for Suction Entrapment Avoidance in Swimming Pools, Wading Pools, Spas, Hot Tubs, and Catch Basins
4504.1

ASTM

F1346-91(2010): Standard Performance Specification for Safety Covers and Labeling Requirements for All Covers for Swimming Pools, Spas and Hot Tubs
4502.1, 4502.4.2

UL

2017-2008: General Purpose Signaling Devices and Systems- with revisions through May 2011
4505.4.1

FF. The following is inserted as Chapter 45:Swimming Pools:

**CHAPTER 45
SWIMMING POOLS**

SECTION 4501

GENERAL

4501.1 Scope. The provisions of this chapter shall govern the general design and construction of pools and spas and related piping, equipment and materials.

SECTION 4502

BARRIER REQUIREMENTS

4502.1 General. The provisions of this section shall apply to the design of barriers for restricting entry into areas having pools and spas. Where spas or hot tubs are equipped with a lockable safety cover complying with ASTM

F1346 and swimming pools are equipped with a powered safety cover that complies with ASTM F1346, the areas where these spas, hot tubs or pools are located shall not be required to comply with Sections 4502.2 through 4502.7

4502.2 Outdoor swimming pools and spas. Outdoor pools and spas and indoor swimming pools shall be surrounded by a barrier that complies with Sections 4502.2.1 through 4502.7.

4502.2.1 Barrier height and clearances. Barrier heights and clearances shall be in accordance with all of the following:

1. The top of the barrier shall be not less than 48 inches above grade where measured from the side of the barrier that faces away from the pool or spa. Such height shall exist around the entire perimeter of the barrier and for a distance of 3 feet measured horizontally from the outside of the required barrier.
2. The vertical clearance between grade and the bottom of the barrier shall not exceed 2 inches for grade surfaces that are not solid, such as grass or gravel, where measured on the side of the barrier that faces away from the pool or spa.
3. The vertical clearance between a surface below the barrier to a solid surface, such as concrete, and the bottom of the required barrier shall not exceed 4 inches where measured on the side of the barrier that faces away from the pool or spa.
4. Where the top of the pool or spa structure is above grade, the barrier shall be installed on grade or shall be mounted on top of the pool or spa structure. Where the barrier is mounted on the top of the pool or spa, the vertical clearance between the top of the pool or spa and the bottom of the barrier shall not exceed 4 inches.

4502.2.2 Openings. Openings in the barrier shall not allow passage of a 4-inch diameter sphere.

4502.2.3 Solid barrier surfaces. Solid barrier that do not have openings shall not contain indentations or protrusions that form handholds and footholds, except for normal construction tolerances and tooled masonry joints.

4502.2.4 Mesh fence as a barrier. Mesh fences, other than chain link fences in accordance with Section 4502.2.7, shall be installed in accordance with manufacturer's instructions and shall comply with the following:

1. The bottom of the mesh fence shall not be more than 1 inch above the deck or installed surface or grade.
2. The maximum vertical clearance from the bottom of the mesh fence and the solid surface shall not permit the fence to be lifted more than 4 inches from grade or decking.
3. The fence shall be designed and constructed so that it does not allow passage of a 4-inch sphere under any mesh panel. The maximum vertical clearance from the bottom of the mesh fence and the solid surface shall not permit the fence to be lifted more than 4 inches from grade or decking.
4. An attachment device shall attach each barrier section at a height not lower than 45 inches above grade. Common attachment devices include, but are not limited to, devices that provide the security equal to or greater than that of a hook-and-eye-type latch incorporating a spring actuated retaining lever such as a safety gate hook.
5. Where a hinged gate is used with a mesh fence, the gate shall comply with section 4502.3.
6. Patio deck sleeves such as vertical post receptacles that are placed inside the patio surface shall be of a nonconductive material.
7. Mesh fences shall not be installed on top of onground pools.

4502.2.5 Closely spaced horizontal members. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches, the horizontal members shall be located on the pool or spa side of the fence. Spacing between vertical members shall not exceed 1 ¼ inches in width. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1 ¼ inches in width.

4502.2.6 Widely spaced horizontal members. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches or more, spacing between vertical members should not exceed 4 inches. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1 ¼ inches in width.

4502.2.7 Chain link dimensions. The maximum opening formed by a chain link fence shall be not more than 2 ½ inches. Where the fence is provided with slats fastened at the top or the bottom that reduce the openings, such openings shall be not greater than 1 ¾ inches.

4502.2.8 Diagonal members. Where the barrier is composed of diagonal members, the maximum opening formed by the diagonal members shall not be more than 1 ¾ inches. The angle of diagonal members shall not be greater than 45 degrees from vertical.

4502.2.9 Clear zone. There shall be a clear zone of not less than 36 inches between the exterior of the barrier and any permanent structures or equipment such as pumps, filters and heaters that can be used to climb the barrier.

4502.2.10 Poolside barrier setbacks. The pool or spa side of the required barrier shall be not less than 20 inches from the water's edge.

4502.3 Gates. Access gates shall comply with the requirements of Section 4502.3.1, through 4502.3.3 and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outward away from the pool or spa, shall be self-closing and have a self-latching device.

4502.3.1 Utility or service gates. Gates not intended for pedestrian use, such as utility or service gates, shall remain locked while not in use.

4502.3.2 Double or multiple gates. Double gates or multiple gates shall have not less than one leaf secured in place and the adjacent leaf shall be secured with a self-closing and self-latching device. The gate and barrier shall not have an opening larger than ½ inch within 18 inches of the latch release mechanism. The self-latching device shall comply with the requirements of Section 4502.3.3.

4502.3.3 Latches. Where the release mechanism of the self-latching device is located less than 54 inches from grade, the release mechanism shall be located on the pool or spa side of the gate not less than 3 inches below the top of the gate, and the gate and barrier shall not have openings greater than ½ inch within 18 inches of the release mechanism.

4502.4 Structure wall as a barrier. Where a wall of a dwelling or structure serves as part of the barrier and where doors provide direct access to the pool or spa through that wall, one of the following shall be required:

1. Doors shall have an alarm that produces an audible warning when the door or its screen is opened. The alarm shall be listed and labeled as a water hazard entrance alarm in accordance with UL 2017. The alarm system shall be equipped with a manual means, such as touch pad or switch, to temporarily deactivate the alarm for a single opening. The operable parts of the alarm deactivation switch(es) shall be located 54 inches or more above the finished floor.
2. A safety cover that is listed and labeled in accordance with ASTM F 1346 is installed for the pool or spa.
3. An approved means of protection, such as self-closing doors with self-latching devices, is provided. Such means of protection shall provide a degree of protection that is not less than the protection afforded by item 1 or 2.

4502.5 Onground pool structure as a barrier. An onground pool wall structure or a barrier mounted on top of an onground pool wall structure shall serve as a barrier where all of the following conditions are present:

1. Where only the pool wall serves as the barrier, the bottom of the wall is on grade, the top of the wall is not less than 48 inches above grade for the entire perimeter of the pool and the wall complies with the requirements of Section 4502.2.
2. Where a barrier is mounted on top of the pool wall, the top of the barrier is not less than 48 inches above grade for the entire perimeter of the pool and the wall and the barrier on top of the wall comply with the requirements of Section 4502.2.
3. Ladders or steps used as a means of access to the pool are capable of being secured, locked or removed to prevent access except where the ladder or steps are surrounded by a barrier that meets the requirements of Section 4502.2.
4. Openings created by the securing, locking or removal of ladders and steps do not allow the passage of a 4-inch diameter sphere.

5. Barriers that are mounted on top of onground pool walls are installed in accordance with the pool manufacturer's instructions.

SECTION 4503

DIMENSIONAL DESIGN

4503.1 Floor slope. The slope of the floor from the point of the first slope change to the deep area shall not exceed one unit vertical in three units horizontal (33-percent slope).

Exception: Portable spas and portable exercise spas.

4503.2 Walls. Walls shall intersect with the floor at an angle or transition profile. Where a transitional profile is provided at water depths of 3 feet or less, a transitional radius shall not exceed 6 inches and shall be tangent to the wall and is permitted to be tangent or intersect the floor.

Exceptions:

1. Portable spas and portable exercise spas.
2. Onground storable pools.

4503.3 Shape. This chapter is not intended to regulate the shape of a pool or spa other than to take into account the effect that a given shape will have on the safety of the occupants and to maintain the minimum required level of circulation to ensure sanitation.

SECTION 4504

SUCTION ENTRAPMENT AVOIDANCE

4504.1 General. Suction entrapment avoidance for pools and spas shall be provided in accordance with APSP 7.

Exception: Portable spas and portable exercise spas listed and labeled in accordance with UL 1563 or CSA C22.2 No. 218.1.

SECTION 45057

PUMPS AND MOTORS

4505.1 General. The provisions of this section apply to pumps and motors for pools and spas.

Exceptions:

1. Portable spas and portable exercise spas
2. Onground storable pools supplied by the pool manufacturer as a kit that includes a pump and motor that is in accordance with Section 4509.5.

4505.2 Performance. A pump shall be provided for circulation of the pool water. The pump shall be capable of providing the flow required for filtering the pool water and filter cleaning, if applicable, against the total dynamic head development by the complete system.

4505.3 Intake protection. A cleanable strainer, skimmer basket, or screen shall be provided for pools and spas, upstream or as an integral part of circulation pumps, to remove solids, debris, hair and lint on pressure filter systems.

4505.4 Location. Pumps and motors shall be acceptable for inspection and service in accordance with manufacturer's specifications.

4505.5 Safety. The design, construction and installation of pumps and component parts shall be in accordance with the manufacturer's specifications.

4505.6 Isolation valves. Shutoff valves shall be installed on the suction and discharge sides of pumps that are located below the waterline. Such valves shall be provided with access.

SECTION 4506

SKIMMERS

4506.1 General. The provisions of the section apply to skimmers for pools and spas.

Exceptions:

1. Portable spas and portable exercise spas
2. Ongoing storable pools supplied by the pool manufacturer as a kit that includes a pump and motor that is in accordance with Section 4509.5.

4506.2 Required. Either a surface skimming system or perimeter overflow system shall be provided for permanent inground pools and permanent spas. Where installed, surface skimming systems shall be designed and constructed to create a skimming action on the pool water surface when the water level in the pool is within operational parameters.

Exception: Skimmers that are an integral part of a spa that has been listed and labeled in accordance with UL 1563 shall not be required to be listed and labeled in accordance with NSF 50.

4506.3 Equalizers. Equalizers on skimmers shall be prohibited.

4506.4 Hazard. Skimming devices shall be designed and installed so as not to create a hazard to the user.

SECTION 4507

LADDERS AND RECESSED TREADS

4507.1 General. Ladders and recessed treads shall comply with the provisions of this section and the applicable provisions of Sections 4509 through 4512 based on the type of pool or spa.

4507.2 Outside diving envelope. Where installed, steps and ladders shall be located outside of the minimum diving envelope as indicated in Figure 4507.2.

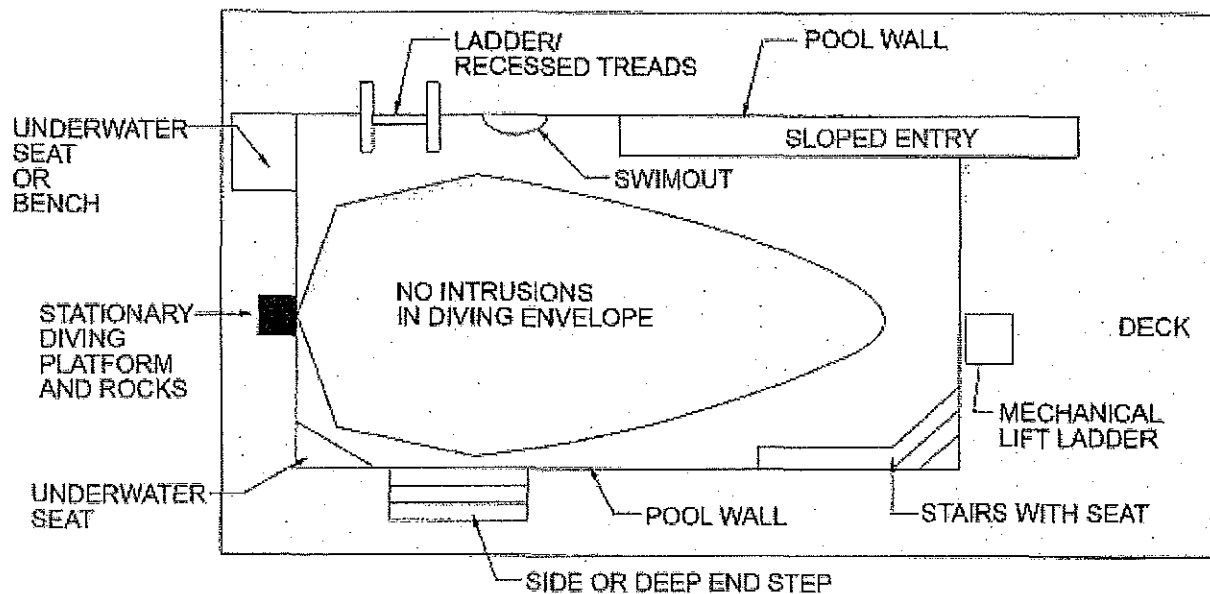


Figure 4507.2

MINIMUM WATER DIVING ENVELOPE

4507.3 Ladders. Ladder treads shall have a uniform horizontal depth of not less than 2 inches. There shall be a uniform distance between ladder treads, with a distance of not less than 7 inches and not greater than 12 inches. The top tread of a ladder shall be located not greater than 12 inches below the top of the deck or coping. Ladder treads shall have slip-resistant surfaces.

4507.3.1 Wall clearance. There shall be a clearance of not less than 3 inches and not greater than 6 inches between the pool wall and the ladder.

4507.3.2 Handrails and handholds. Ladders shall be provided with two handholds or two handrails. The clear distance between ladder handrails shall be not less than 17 inches and not greater than 24 inches.

4507.4 Recessed treads. Recessed treads shall have a minimum depth of not less than 5 inches and a width of not less than 12 inches. The vertical distance between the pool coping edge, deck, or step surface and the uppermost recessed tread shall not be greater than 12 inches. Recessed treads shall have slip-resistant surfaces.

4507.4.1 Vertical spacing. Recessed treads at the centerline shall have a uniform vertical spacing of not less than 7 inches and not greater than 12 inches.

4507.4.2 Drainage. Recessed treads shall drain into the pool.

4507.4.3 Handrails and grab rails. Recessed treads shall be provided with a handrail or grab rail on each side of the treads. The clear distance between handrails and grab rails shall be not less than 17 inches and not greater than 24 inches.

SECTION 4508

SAFETY

4508.1 Handholds required. Where the depth below the design waterline of a pool or spa exceeds 42 inches, handholds along the perimeter shall be provided. Handholds shall be located at the top of deck or coping.

Exception: Handholds shall not be required where an underwater bench, seat or swim out is installed.

4508.1.1 Height above water. Handholds shall be located not more than 12 inches above the design waterline.

4508.1.2 Handhold type. Handholds shall be one or more of the following:

1. Top of pool deck or coping
2. Secured rope
3. Rail
4. Rock
5. Ledge
6. Ladder
7. Stair step
8. Any design that allows holding on with one hand while at the side of the pool.

4508.1.3 Handhold spacing. Handholds shall be horizontally spaced not greater than 4 feet apart.

4508.2 Handrails. Where handrails are installed, they shall conform to this section.

4508.2.1 Height. The top of the gripping surface of handrails for pools and spas shall be 30 inches to 38 inches above the step or finished surface of the slope.

4508.2.2 Material. Handrails shall be made of corrosion-resistant materials.

4508.2.3 Nonremovable. Handrails shall be installed so that they cannot be removed without the use of tools.

4508.2.4 Leading edge distance. The leading edge of handrails for stairs, pool entries and exits shall be located not greater than 18 inches from the vertical face of the bottom riser.

4508.2.5 Diameter. The outside diameter or width of handrails shall be not less than 1 ¼ inches and not greater than 2 inches.

4508.3 Obstructions and entrapment avoidance. There shall not be obstructions that can cause the user to be entrapped or injured. Types of entrapment include, but are not limited to, wedge or pinch-type openings and rigid, nongiving cantilevered protrusions.

SECTION 4509

ONGROUND STORABLE SWIMMING POOLS

4509.1 Scope. This section describes certain criteria for the design, manufacturing, and testing of onground storable pools. This includes portable pools with flexible or nonrigid side walls that achieve their structural integrity by means of uniform shape, support frame or a combination thereof, and that can be disassembled for storage or

relocation. This section includes what has been commonly referred to in past standards or codes as onground or above-ground pools.

4509.1.1 Permanent inground swimming pool. This section does not apply to permanent inground pools as defined in section 4510.

4509.2 General. In addition to the requirements of this section, onground storable swimming pools shall comply with the requirements of Sections 4501 through 4508.

4509.3 Installation. Ongoing storable pools shall be installed in accordance with the manufacturer's instructions.

4509.4 Ladders and stairs. Pools shall have a means of entry and exit consisting of not less than one ladder or a ladder and staircase combination.

4509.5 Circulation system. A circulation system consisting of pumps, hoses, tubing, piping, return inlets, suction outlets, filters and other related equipment that provides for the circulation of water throughout the pool shall be located so that such items cannot be used by young children as a means of access to the pool.

4509.5.1 Turnover. A pump including a motor shall be provided for circulation of the pool water.

The equipment shall be sized to provide turnover of the pool water not less than once every 12 hours.

4509.5.2 Pumps. Pool pumps shall be tested and certified by a nationally recognized testing laboratory in accordance with UL 1081.

SECTION 4510

PERMANENT INGROUND SWIMMING POOLS

4510.1 Scope. The provisions of this section shall govern permanent inground swimming pools. Permanent inground swimming pools shall include pools that are partially or entirely above grade. This chapter does not cover pools that are specifically manufactured for above-ground use and are capable of being disassembled and stored. This section covers new construction, modification and repair of inground swimming pools.

4510.2 General. In addition to the requirements of this section, permanent inground pools shall comply with the requirements of Sections 4501 through 4508.

4510.3 Materials of components and accessories. The materials of components and accessories used for permanent inground swimming pools shall be suitable for the environment in which they are installed. The materials shall be capable of fulfilling the design, installation and intended use requirements on the International Residential code.

4510.4 Structural design. The structural design and materials shall be in accordance with the International Residential code.

4510.5 Diving water envelopes. The minimum diving water envelopes shall be in accordance with Table 4510.1 and Figure 4510.1. Negative construction tolerances shall not be applied to the dimensions of the minimum diving water envelopes given in Table 4510.1.

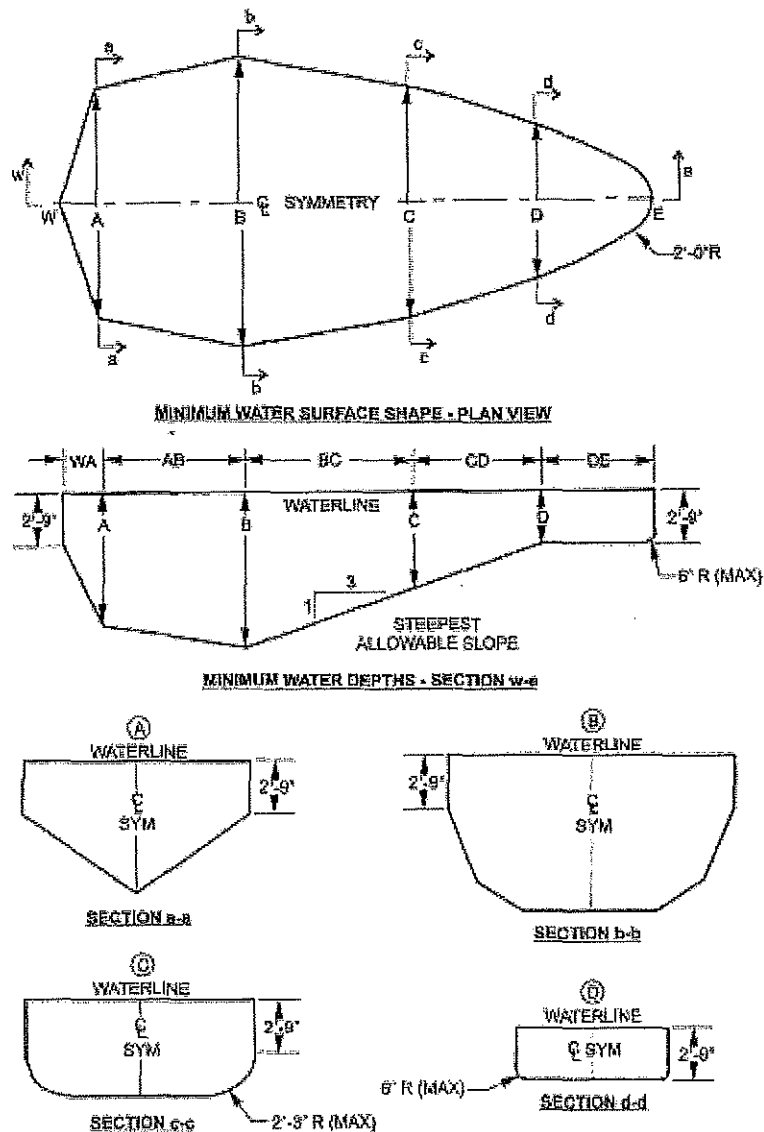
TABLE 4510.1
MINIMUM DIVING WATER ENVELOPE FOR SWIMMING POOLS

POOL TYPE	MINIMUM DEPTHS AT POINT FEET-INCHES				MINIMUM WIDTHS AT POINT FEET-INCHES				MINIMUM LENGTHS BETWEEN POINTS FEET-INCHES					
	A	B	C	D	A	B	C	D	WA	AB	BC	CD	DE	WE
I	6-0	7-6	5-0	2-9	10-0	12-0	10-0	8-0	1-6	7-0	7-6	Note a	6-0	28-9
II	6-0	7-6	5-0	2-9	12-0	15-0	12-0	8-0	1-6	7-0	7-6	Note a	6-0	28-9
III	6-10	8-0	5-0	2-9	12-0	15-0	12-0	8-0	2-0	7-6	9-0	Note a	6-0	31-3
IV	7-8	8-0	5-0	2-9	15-0	18-0	15-0	9-0	2-6	8-0	10-6	Note a	6-0	31-3
V	8-6	9-0	5-0	2-9	15-0	18-0	15-0	9-0	3-0	9-0	12-0	Note a	6-0	36-9

For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm.

- a. The minimum length between points C and D varies based on water depth at point D and the floor slope between points C and D.
- b. See Figure 804.1 for location of points.

FIGURE 4510.1
MINIMUM DIVING WATER ENVELOPE



For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm.

4510.6 Walls. Walls in the shallow area and deep area of the pool shall have a wall-to-floor transition point that is not less than 33 inches below the design waterline. Above the transition point, the walls shall be within 11 degrees of vertical.

4510.7 Offset ledges. Offset ledges shall be not greater than 8 inches in width.

4510.7.1 Reduced width required. Where an offset ledge is located less than 42 inches below the design waterline, the width of such ledge shall be proportionally less than 8 inches in width so as to fall within 11 degrees of vertical as measured from the top of the design waterline.

4510.8 Floor slopes. Floor slopes shall be in accordance with Sections 4510.8.1 through 4510.8.3.

4510.8.1 Shallow end. The slope of the floor from the beginning of the shallow end to the deep area floor slope transition point, indicated in Figure 4510.1 as point E to Point D, shall not exceed 1 unit vertical in 7 units horizontal.

4510.8.2 Shallow to deep transition. The shallow to deep area floor slope transition point, indicated in Figure 4510.1 as Point D, shall occur at a depth of not less than 33 inches below the design waterline and at a point not less than 6 feet from the beginning of the shallow end, indicated in Figure 4510.1 as Point E.

4510.8.3 Deep end. The slope of the floor in the deep end, indicated in Figure 4510.1 as Point B to Point D, shall not exceed a slope of 1 unit vertical in 3 units horizontal.

4510.8.4 Shallow end water depths. The design water depth as measured at the shallowest point in the shallow area shall be not less than 33 inches and not greater than 4 feet.

4510.9 Diving equipment. Manufactured diving equipment shall be designed for swimming pool use.

4510.9.1 Installation. Where manufactured diving equipment is installed, the installation shall be located in the deep area of the pool so as to provide the minimum dimensions as shown in Table 4510.1, and shall be installed in accordance with the manufacturer's instructions.

4510.9.2 Labeling. Manufactured diving equipment shall have a permanently affixed label indicating the manufacturer's name and address, the date of manufacture, the minimum diving envelope and the maximum weight limitation.

4510.9.3 Slip resistant. Diving equipment shall have slip-resistant walking surfaces.

4510.9.4 Point A. for the application of Table 4510.1, Point A shall be the point from which all dimensions of width, length and depth are established for the minimum diving envelope. If the tip of the diving board or diving platform is located at a distance of WA or greater from the deep end wall and the water depth at that location is equal to or greater than the water depth requirement at Point A, then the point on the water surface directly below the center of the tip of the diving board or diving platform shall be identified as Point A.

4510.9.5 Location of pool features in a diving pool. Where a pool is designed for use with diving equipment, the location of steps, pool stairs, ladders, underwater benches, special features and other accessory items shall be outside of the minimum diving water envelope as indicated in Figure 4507.2.

4510.9.6 Stationary diving platforms and diving rocks. Stationary diving platforms and diving rocks built on-site shall be permitted to be flush with the wall and shall be located in the diving area of the pool. Point A shall be in front of the wall at the platform or diving rock centerline.

4510.9.7 Location. The forward tip of manufactured or fabricated diving equipment shall be located directly above Point A as defined by Section 4510.9.4.

4510.9.8 Elevation. The maximum elevation of a diving board above the design waterline shall be in accordance with the manufacturer's instructions.

4510.9.9 Minimum water envelope. Manufactured diving equipment installation and the use instructions shall be provided by the diving equipment manufacturer and shall specify the minimum water dimensions required for each diving board and diving stand combination. The board manufacturer shall indicate the water envelope type by dimensionally relating their products to Point A on the water envelopes as shown in Figure 4510.1 and Table 4510.1.

4510.9.10 Platform height above waterline. The height of a stationary diving platform or diving rock above the design waterline shall not exceed the dimensions in Table 4510.9.

TABLE 4510.9
DIVING PLATFORM OR APPURTENANCE HEIGHT ABOVE DESIGN WATERLINE

POOL TYPE	HEIGHT INCHES
I	42
II	42
III	50
IV	60
V	69

For SI: 1 inch = 25.4 mm.

4510.9.11 Headroom above the board. The diving equipment manufacturer shall specify the minimum headroom required above the board tip.

4510.10 Slides. Slides shall be installed in accordance with the manufacturer's instructions.

4510.11 Entry and exit. Pools shall have a means of entry and exit in all shallow areas where the design water depth of the shallow area at the shallowest point exceeds 24 inches. Entries and exits shall consist of one or a combination of the following: steps, stairs, ladders, treads, ramps, beach entries, underwater seats, benches, swimouts and other approved designs. The means of entry and exit shall be located on the shallow side of the first slope change.

4510.12 Secondary entries and exits. Where water depth in the deep area of the pool exceeds 5 feet, a means of entry and exit as indicated in Section 4510.11 shall be provided in the deep end of the pool.

Exception: Where the required placement of a means of exit from the deep end of a pool would present a potential hazard, handholds shall be provided as an alternative for the means of exit.

4510.13 Over 30 feet in width. Pools over 30 feet in width at the deep area shall have an entry and exit on both sides of the deep area of the pool.

4510.14 Pool stairs. The design and construction of stairs into the shallow end and recessed pool stairs shall conform to Sections 4510.14.1 through 4510.14.3.

4510.14.1 Tread dimension and area. Treads shall have a minimum unobstructed horizontal depth of 10 inches and a minimum unobstructed walking surface area of 240 square inches.

4510.14.2 Riser heights. Risers, other than the top and bottom riser, shall have a uniform height of not greater than 12 inches. The top riser height shall be any dimension not exceeding 12 inches for the width of the walking surface. The bottom riser height shall be any dimension not exceeding 12 inches. The top and bottom riser heights shall not be required to be equal to each other or equal to the uniform riser height. Riser heights shall be measured at the horizontal centerline of the walking surface area.

4510.14.3 Additional steps. In design water depths exceeding 48 inches, additional steps shall not be required.

4510.15 Maximum depth. The horizontal surface of underwater seats, benches and swimouts shall not be greater than 20 inches below the design waterline.

4510.16 Turnover rate. The circulation system equipment shall be sized to provide a turnover of the pool water not less than once every 12 hours.

SECTION 4511

PERMANENT SPAS AND EXERCISE SPAS

4511.1 Scope. This section shall govern the design, installation, construction and repairs of permanently installed spas and exercise spas.

4511.2 General. In addition to the requirements of this section, permanent spas shall comply with the requirements of Sections 4501 through 4508.

4511.3 Pumps and motors. Pumps and motors shall be listed and labels for use in spas.

4511.4 Water depth. The maximum water depth for spas shall be 4 feet measured from the design waterline except for spas that are designed for special purposes and approved by the authority having jurisdiction. The water depth for exercise spas shall not exceed 6 feet 6 inches measured from the design waterline.

4511.5 Multilevel seating. Where multilevel seating is provided, the maximum water depth of any seat or sitting bench shall be 28 inches measured from the design waterline to the lowest measurable point.

4511.6 Floor slope. The slope of the floor shall not exceed 1 unit vertical in 12 units horizontal (8.3-percent slope). Where multilevel floors are provided, the change in depth shall be indicated.

4511.7 Emergency shutoff switch. One emergency shutoff switch shall be provided to disconnect power to circulation and jet system pumps and air blowers. Emergency shutoff switches shall be accessible, located within sight of the spa and shall be located not less than 5 feet but not greater than 10 feet horizontally from the inside walls of the spa.

4511.8 Water temperature controls. Components provided for water temperature controls shall be suitable for the intended application.

4511.8.1 Water temperature regulating controls. Water temperature regulating controls shall comply with UL 873 or UL 372. A means shall be provided to indicate the water temperature in the spa

Exception: Water temperature regulating controls that are integral to the heating appliance and listed in accordance with the applicable end use appliance standard.

SECTION 4512

PORTABLE SPAS AND EXERCISE SPAS

4512.1 Scope. This section shall govern the design, installation, construction and repairs of portable installed spas and exercise spas.

4512.2 General. In addition to the requirements of this section, portable spas shall comply with the requirements of Sections 4501 through 4508.

4512.3 Listing. Equipment and appliances shall be listed and labeled, and installed as required by the terms of their approval, in accordance with the conditions of the listing, the manufacturer's instructions and this code.

4512.4 Certification. Factory-built portable spas and exercise spas shall be listed and labeled in compliance with UL 1563 or CSA C22.2 No. 218.1

4512.5 Installation. Spa equipment shall be supported to prevent damage from misalignment and settling in accordance with the manufacturer's instructions.

4512.6 Access. Electrical components that require placement or servicing shall be accessible.

SECTION II: That Chapter 458: Swimming Pools, is hereby repealed in its entirety.

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

SECTION IV: That this Ordinance shall be in full force and effect from and after November 1, 2018 as provided by law.

DATED at Crystal Lake, Illinois, this 17th day of April, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
AARON T. SHEPLEY, MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: April 17, 2018

APPROVED: April 17, 2018

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



LAFT

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING CHAPTER 251: FIRE CODE 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 Chapter 251: Fire Code shall be amended to read as follows

Chapter 251: Fire Code

[History: Adopted by the City Council of the City of Crystal Lake 2-20-2007 by Ord. No. 6161; amended in its entirety 6-17-2008 by Ord. No. 6376. Subsequent amendments noted where applicable.]

GENERAL REFERENCES

- Alarms-See Ch. 154.
- Building Code-See Ch. 187.
- Numbering of Buildings-See Ch. 192.
- Electrical Code-See Ch. 230.
- Fuel Gas Code-See Ch. 264.
- Housing Code-See Ch. 301.
- Mechanical Code-See Ch. 336.
- Plumbing Code-See Ch. 392.

§ 251-1. Adoption of standards by reference.

The International Fire Code, 2018 Edition, and subsequent amendments thereto, published by the International Code Council, Inc., shall be and is hereby adopted by reference as the Fire Code for the City of Crystal Lake for all buildings and structures. All terms and conditions contained in the International Fire Code, 2018 Edition, and subsequent amendments thereto, published by the International Code Council, Inc., shall be part of the ordinances of the City of Crystal Lake the same as if it was adopted verbatim.

§ 251-2. Additions, insertions and amendments.

The following sections or chapters of the International Fire Code are hereby revised and amended as follows:

- A. Section 101.1: Insert City of Crystal Lake as the name of jurisdiction.
- B. Section 101.2.1, Appendices, shall be amended as follows:
 - 1. Appendix B, C, E, F, G, H, and I are adopted in their entirety.
 - 2. Appendix D is adopted in its entirety with the following amendments:

[1] D103.1 Access road width with a hydrant. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 28 feet (back of curb to back of curb). See Figure D103.1.

[2] D103.6.1 Roads 20 feet to 24 feet in width. Fire apparatus access roads 20 feet wide up to but less than 24 feet wide (back of curb to back of curb) shall be posted on both sides as a fire lane.

[3] D103.6.2 Roads 24 feet to 28 feet in width. Fire apparatus access roads 24 feet wide up to but less than 28 feet wide (back of curb to back of curb) shall be posted on one side of the road as a fire lane.

[4] D103.6.3 Roads more than 28 feet in width. Fire apparatus access roads greater than or equal to 28 feet wide (back of curb to back of curb) shall not be required to post either side as a fire lane.

3. Appendix N is adopted in its entirety with the following amendment:

[1] Section N101.1.2, Sprinklered buildings, is deleted in its entirety.

- C. Section 102.4, Application of Building Code, is amended as follows: The design and construction of new structures shall comply with the Crystal Lake Building Code, and any alterations, additions, changes in use or changes in structures required by this code, which are within the scope of the Crystal Lake Building Code, shall be made in accordance therewith. References within this code to the International Building Code shall be to the adopted Crystal Lake Building Code.
- D. Section 102.7, Referenced Codes and Standards, is amended as follows: The codes and standards referenced in this code shall be the most current editions available of those that are listed in Chapter 80, and such codes and standards shall be considered to be part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.7.1 and 102.7.2.
- E. Section 109.1, Board of Appeals Established, is amended as follows: In order to hear and decide appeals of orders, decisions or determinations made by the Fire Code Official relative to the application and interpretation of this code, all appeals shall be made to the City's Administrative Law Judge.
- F. Section 109.2, Limitations of Authority, is amended as follows: An application for appeal shall be based on a claim that the intent of this code or the rules legally adopted hereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or an equivalent method of protection or safety is proposed. The City's Administrative Law Judge shall have no authority to waive requirements of this code.
- G. Section 109.3, Qualifications, is deleted in its entirety.
- H. Section 110.4, Violation Penalties, is amended as follows: Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the Fire Code Official, or of a permit or certificate used under provisions of this code, shall be fined not less than \$100, nor more than \$500 for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.
- I. Section 112.4, Failure to Comply, is amended as follows: Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties by a fine of not less than \$100, nor more than \$500 for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.
- J. The definition is High-rise building in Section 202, General Definitions, is amended as follows: High-Rise Building. A high-rise building shall be a building with an occupied floor located more than 55 feet above the lowest level of fire department vehicle access, which may contain any use group classification or combination of use group classifications. (References to 75 feet for high-rise buildings shall refer back

to the revised definition of 55 feet).

- K. The exceptions to Section 307.4.3, Portable Outdoor Fireplaces are deleted in its entirety.
- L. Section 503.4, Obstruction of Fire Apparatus Access Roads, is amended to add the following: Any person found guilty of violating the provisions of this subsection shall be fined as set forth in Chapter 248, Fines. In addition to the fine, all tickets paid more than 30 days after issuance shall incur a late payment administrative fee charge as set forth in Chapter 248, Fines.
- M. The following is inserted as Section 506.2.1: Exterior Access Doors. Where required by the Fire Code Official exterior doors shall be keyed alike.
- N. The following is inserted as Section 506.2.2: Additional Key Sets. For larger buildings additional keys may be required by the Fire Code Official for the key box.
- O. The following is inserted as Section 606.1.1: Elevator Car to Accommodate Ambulance Stretcher. Where elevators are provided in buildings, at least one elevator shall be provided for Fire Department emergency access to all floors. The elevator car shall be of such a size and arrangement to accommodate a 24-inch by 84-inch (610 mm by 1930 mm) ambulance stretcher in the horizontal, open position and shall be identified by the international symbol for emergency medical services (star of life). The symbol shall not be less than 3 inches (76 mm) high and shall be placed inside on both sides of the hoistway doorframe.

Exceptions:

- 1. Existing buildings requiring installation of an elevator to meet accessibility requirements of Chapter 11 of the adopted City of Crystal Lake Building Code, with travel distance no greater than one floor above or below grade.
 - 2. Single- and two-family detached homes.
- P. The following is inserted as Section 901.2.2: Sprinkler System Hydraulic Nameplate. By each hydraulically calculated area, on each drawing, provide a copy of the hydraulic nameplate.
 - Q. Section 901.4, Installation, is amended as follows: Fire protection systems shall be maintained in accordance with the original installation standards for that system. Required systems shall be extended, altered, or augmented as necessary to maintain and continue protection whenever the building is altered, remodeled or added to. Alterations to fire protection systems shall be done in accordance with applicable standards. All Chapter 9 references to NFPA standards are to be considered part of this code.
 - R. Section 901.6.3, Records, is amended as follows: Records of all system inspections, test, and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three years. Contractors performing system inspections, testing, and maintenance shall submit all records electronically only through the online reporting system established by the Third-Party Inspection Reporting Company approved by the City Council and contracted by the City of Crystal Lake to provide Third Party Inspection Reporting Services. In the event that the online reporting system has not yet been established at the time that the test report is due, such report shall be submitted to the City, directly.

Each contractor performing system testing, inspection, and maintenance, and reporting through the online system will be required to pay a filing fee to the Third Party Inspection Reporting Company. The filing fee shall be in such amount as is approved pursuant to the contract entered into between Third Party Inspection Reporting Company and the City. The filing fee shall be paid directly to the Third Party Inspection Reporting Company. The contractor submitting the records may elect to absorb the filing fee for competitive marketing purposes or pass the fee along to the property owner.

- S. The following is inserted as Section 901.6.3.2: Required Test Certificate Submission. Records of the following tests shall be submitted to the contracted Third-Party Inspection Reporting company as stated in Section 901.6.3. Tests shall be completed by a qualified person.

- 901.6.3.2.1 Annual test of the Fire Sprinkler System (Wet, Dry, Pre-Action/Deluge)
- 901.6.3.2.2 Annual test of the Fire Alarm System
- 901.6.3.2.3 Six month test of Kitchen Hood Extinguishing Systems
- 901.6.3.2.4 Annual Standpipe Inspection
- 901.6.3.2.5 Annual test of the Special Suppression (Clean Agent) System
- 901.6.3.2.6 Annual test of a Fire Pump
- 901.6.3.2.7 Annual test of a Spray Booth Fire Suppression System
- 901.6.3.2.8 Annual test of an Emergency Generator
- 901.6.3.2.9 Annual Active Smoke Control System Test
- 901.6.3.2.10 Annual Foam System Inspection
- 901.6.3.2.11 Annual Private Hydrant System Inspection
- 901.6.3.2.12 5-Year Obstruction/Internal Inspection of the Fire Sprinkler System
- 901.6.3.2.13 5-Year Standpipe Hydrostatic Test
- 901.6.3.2.14 5-Year Fire Escape Inspection

- T. Section 903.2, Where Required, is amended as follows:

Approved automatic sprinkler systems in new buildings and structures shall be provided in all Use Groups.

Exceptions:

1. Spaces or areas in telecommunications buildings used exclusively for telecommunications equipment, associated electrical power distribution equipment, batteries and standby engines, provided that those spaces or areas are equipped throughout with an automatic fire alarm system in accordance with Section 907.2 and are separated from the remainder of the building by not less than 1-hour fire barriers constructed in accordance with Section 707 of the International Building Code or not less than 2-hour horizontal assemblies constructed in accordance with Section 711 of the International Building Code, or both.
2. Single- and Two-Family Detached Homes (Townhomes and attached single-family homes with 3 or more units in a structure shall require an automatic sprinkler system).
3. Normally unoccupied structures such as sheds, garages and cell towers where approved by the Fire Code Official.
4. Buildings approved by the Fire Code Official due to special circumstances such as available water supply, temporary use, or location.

- U. The following is inserted as Section 903.2.13: Existing Buildings. Automatic sprinkler systems shall be installed in existing buildings in accordance with this section and Section 1103.5 Sprinkler Systems.

Exception: Single- and Two-Family Detached Homes excluding townhomes or multifamily homes with three or more units.

903.2.13.1 Change of Use. An approved automatic sprinkler system shall be installed in existing buildings with a change of use group or change of division within a use group where required by this code or the Building Code in the locations described in Sections 903.2.1 through 903.2.12.

903.2.13.2 Additions. Every existing building, except for one- and two-family detached dwellings, when expanding the total square footage to 5,000 square feet or more, shall have an approved automatic sprinkler system installed as required in Section 903.2 regardless of fire area, fire partitions, or firewalls that are present or proposed.

903.2.13.3 Remodeling, Repairs or Alterations. An existing building or portion thereof greater than

5,000 square feet, which does not comply with the requirements of this code for new construction, shall not be altered or repaired in such a manner that results in the building being less safe than such building is currently. If, in the alteration or repair, the current level of safety is to be reduced, the building altered or repaired shall conform to the requirements for new construction. To determine if the alteration or repair reduces the current level of safety the evaluation process and scoring in Chapter 4 of the International Existing Building Code shall be utilized.

903.2.13.4 Buildings with Automatic Sprinkler Systems. Additions to buildings with an installed automatic sprinkler system shall install an approved automatic sprinkler system into the addition regardless of fire area, fire partitions, or firewalls that are present or proposed.

903.2.13.5 Apartments to Condominiums Conversions. All apartments to condominiums conversions shall require an automatic sprinkler system to be installed in accordance with Section 903.3.

- V. Section 903.3, Installation Requirements, is amended as follows: Automatic sprinkler systems shall be designed and installed in accordance with Sections 903.3.1 through 903.3.8.
- W. Section 903.3.5, Water Supplies, is amended as follows: Water supplies for automatic sprinkler systems shall comply with this section and the standards referenced in Section 903.3.1. The potable water supply shall be protected against backflow in accordance with the requirements of this section and the Illinois State Plumbing Code. For connections to public waterworks systems, the water supply test used for design of fire protection systems shall be adjusted to account for seasonal and daily pressure fluctuations based on information from the water supply authority and as approved by the fire code official. Hydrant water flow data used for the design of any sprinkler system shall be not more than 1 year old. Flow testing of the City of Crystal Lake's water supply system for this purpose is the responsibility of the property owner. The City of Crystal Lake's Water Division shall be the sole operators of the City's fire hydrants during a flow test.
- X. The following is inserted as Section 903.3.7.1: Hydrant for use with Fire Department Connection. Unless approved by the Fire Code Official, a fire hydrant shall be located within a 100-foot distance of the fire department connection for use by the fire department. The hydrant shall be located no closer than a distance of 1.5 times the building height.
- Y. The following is inserted as Section 903.3.9, Warehouse Buildings Use Groups S or F. Provide all spec warehouse buildings (Use groups S or F) with a ceiling roof height of 25 feet or greater to be protected with an ESFR fire sprinkler system or a hydraulically calculated system for class IV commodities with rack storage calculated to the greatest storage height.
- Z. The following is inserted as Section 903.3.9.1: Hose Valves. In all warehouse storage areas exceeding 30,000 square feet, and where storage exceeds 12 feet high, provide inside 2½ inch fire hose valves. Locate the hose valves at each door entrance to the warehouse and/or storage area. Provide additional 2½ inch fire hose valves so that no portion of the warehouse and/or storage area is more than 120-foot maximum travel distance to a fire hose valve. Show the location of all obstructions and/or racks on the drawing.

Where Hose Valves are required, the following shall apply:

- a. A total water allowance of 50 gpm for a single hose valve station installation shall be added to the sprinkler requirements.
- b. A total water allowance of 100 gpm for a multiple hose valve station installation shall be added to the sprinkler requirements.
- c. The water allowance shall be added in 50-gpm increments beginning at the most remote hose valve station, with each increment added at the pressure required by the sprinkler system design at that point.

The fire hose valves system piping shall be:

- a. A separate riser piping system.
- b. The 2 ½ inch valves shall be supplied by a minimum of 4-inch pipe with 2 ½ inch drops to each valve.
- c. Where system pressures exceed 100 psi provide a reduced pressure field adjustable type valves.

AA. The following is inserted as Section 903.3.10: Fire Sprinkler System Inspectors Test Valves. Shall be accessible at all times and located no more than 6 feet above the finished floor. On multiple riser systems, test valves shall be marked as to which riser and area it tests.

BB. The following is inserted as Section 903.3.11: Additional Fire Detection. Where automatic sprinklers provide protection to an area with an approved flow switch interconnected to the fire alarm system, and the area is easily identifiable as to the location of the activation, additional automatic fire detection is not required. When a building has numerous rooms protected by a zoned sprinkler system, the Fire Code Official may require additional smoke detection for a rapid means to identify the location of smoke or fire.

CC. The followings is inserted as Section 903.3.12: Safety Factor. Provide a minimum 10% or 5 psi safety factor in the fire protection system hydraulic calculation. The system demand shall be 5-psi minimum below the seasonal low water flow test supply.

DD. Section 903.4.1, Monitoring, is amended as follows: Alarm, supervisory, and trouble signals shall be distinctly different and shall be automatically transmitted to an approved remote supervising station as defined in NFPA 72 or, when approved by the Fire Code Official, shall sound an audible signal at a constantly attended location. The remote supervising station shall be the City's dispatch center. The method of connection shall be the CLWAN.

Exceptions:

- 1. Underground key or hub valves in roadway boxes provided by the municipality or public utility are not required to be monitored.
- 2. Backflow prevention device test valves located in limited area sprinkler system supply piping shall be locked in the open position. In occupancies required to be equipped with a fire alarm system, the backflow preventer valves shall be electrically supervised by a tamper switch installed in accordance with NFPA 72 and separately annunciated.

EE. The following is inserted as Section 903.4.2.1: Alarm. An outdoor weather resistant 24-volt audio/visual device (Horn/Strobe) shall be installed above the fire department connection and powered by the fire alarm control panel.

FF. The following is inserted as Section 903.7: Occupant Notification. Existing buildings with an installed automatic sprinkler system shall meet the minimum requirements for occupant notification as required in NFPA 72 with change of use or occupancy.

GG. Section 907.2, Where Required-New Buildings and Structures, is amended as follows: An approved manual, automatic or manual and automatic fire alarm system shall be provided in all Use Groups unless approved by the Fire Code Official. Specific occupancy requirements in Section 907.2.1 through 907.2.23 shall be applicable. All fire alarm control panels shall be installed in a location approved by the Fire Department. All fire alarm systems shall be of the addressable type and shall be installed per NFPA 72.

Exceptions:

- 1. As specified in section 907.2.6 of this code.
- 2. Single- and two-family homes shall meet the requirements of the International Residential Building Code.

An approved manual fire alarm system shall be installed in all Use Groups provided with an automatic sprinkler system, and in accordance with NFPA 72. An approved automatic fire detection system shall be installed in all Use Groups, not provided with an automatic sprinkler system, and in accordance with NFPA 72. Devices, combination of devices, appliances, and equipment shall comply with Section 907.1.3. The automatic fire detectors shall be smoke detectors, except that an approved alternative type of detector shall be installed in spaces such as boiler rooms where during normal operation products of combustion are present in sufficient quantity to activate a smoke detector. A reduction of requirements is prohibited unless approved by the Fire Code Official.

HH. Section 907.2.12, High-rise Buildings, is amended as follows: High-rise buildings with a floor used for human occupancy located more than 55 feet above the lowest level of fire department vehicle access shall be provided with an automatic fire alarm system and automatic smoke detection system in accordance with Section 907.2.12.1, a fire department communication system in accordance with Section 907.2.12.2, and an emergency voice/alarm communication system in accordance with Section 907.5.2.2.

Exceptions:

1. Airport traffic control towers in accordance with Section 907.2.21 and Section 412 of the International Building Code.
2. Open parking garages in accordance with Section 406.5 of the International Building Code.
3. Buildings with an occupancy in Group A-5 in accordance with Section 303.5 of the International Building Code.
4. Low-hazard special occupancies in accordance with Section 503.1.1 of the International Building Code.
5. Buildings with an occupancy in Group H-1, H-2 or H-3 in accordance with Section 415 of the International Building Code.
6. In Group I-1 and I-2 occupancies, the alarm shall sound at a constantly attended location and occupant notification shall be broadcast by the emergency voice/alarm communication system.

II. Section 907.2.12.3, Multiple-Channel Voice Evacuation, is amended as follows: In buildings with an occupied floor more than 55 feet above the lowest level of fire department vehicle access, voice evacuation systems for high-rise buildings shall be multiple-channel systems.

JJ. Section 907.5.2.3, Visible Alarms, is amended as follows: Exception #1 is deleted in its entirety.

KK. The exception to Section 907.5.2.3.1, Public Use Areas and Common Use Areas, is deleted in its entirety.

LL. Section 907.6.4.2, High-rise Buildings, is amended as follows: In buildings with a floor used for human occupancy that is located more than 55 feet above the lowest level of Fire Department vehicle access, a separate zone by floor shall be provided for all of the following types of alarm-initiating devices where provided:

1. Smoke detectors.
2. Sprinkler water-flow devices.
3. Manual fire alarm boxes.
4. Other approved types of automatic fire detection devices or suppression systems.

MM. Section 907.6.6, Monitoring, is amended as follows: Fire alarm systems required by this chapter or by the International Building Code or non-required systems shall be automatically transmitted to an approved remote supervising station in accordance with NFPA 72. The remote supervising stations shall be the City's dispatch center. The method of connection shall be the CLWAN.

Exception: Monitoring by a remote supervising station is not required for:

1. Single- and multiple-station smoke alarms required by Section 907.2.10.
2. Smoke detectors in Group I-3 occupancies.

3. Automatic sprinkler systems in one- and two-family dwellings.

NN. The following is inserted as Section 918, Fire System Room Requirements:

918.1 Fire Equipment Room. New Buildings or structures with required fire protection or detection equipment shall require a separate room for installed controls of fire protection or detection equipment unless approved by the Fire Code Official.

918.2 Access. An outside access door is required for use by Fire Department personnel into the Fire Equipment Room when required.

918.2.1 Approved Walk. An approved walk is required for access to the room.

918.3 Room Dimensions. Room Dimensions shall not be less than 6 feet by 8 feet. Access aisles of 36 inches shall be maintained to fire protection and detection controls and equipment. All controls shall be accessible to firefighters in full gear.

918.4 Separation. The room shall have a minimum 1-hour wall separation from the rest of the building. Where required by other sections of this code, additional separation will be required.

918.5 Document Storage. Document storage devices shall be placed near the panel and be placarded or marked "Fire Prevention Documents, Do Not Remove". Storage devices shall meet the minimum requirements unless approved by the Fire Code Official: Cabinet is to be no less than (1) 14 inches high by 14 inches wide by 4 ½ inches deep; or (2) four-inch diameter three-foot long PVC pipe with both ends capped, with one being a screw-off end.

918.5.1 Required Documents. The following approved fire protection or detection system documentation is required within the document storage device:

1. Fire Alarm Systems
 - a. Approved As-Built Plans
 - b. Sequence of Operation
 - c. Battery and Circuit calculations
2. Fire Sprinkler Systems
 - a. Approved As-Built Plans
 - b. Cut sheets of all sprinkler head types installed in system
 - c. Hydraulic Calculations
3. Other Protection Systems
 - a. Approved As-Built Plans
 - b. Flow point chart or diagrams if applicable
 - c. Other documentation as required by the code official.

918.6 Fire Alarm Control Panel Location. The Fire Alarm Control Panel top shall not be mounted more than 6 feet from the floor and a working space of 30 inches by 36 inches by 78 inches shall be provided in front of panel. The Fire Alarm Control Panel shall not be blocked by the sprinkler system. A separate dedicated circuit is required with lockout for Fire Alarm equipment.

918.7 Room Heaters. A heater shall be provided in rooms with sprinkler controls to prevent freezing. Heaters shall be rheostat controlled with all power switches locked out.

918.8 Low Temperature Supervisory Alarm. Rooms with sprinkler controls require a low temperature warning device to be installed. Device shall send a supervisory signal to the fire alarm control panel when temperature in the room drops below 40 degrees Fahrenheit. Low temperature alarm shall be non-latching.

918.9 Sprinkler Floor Drain. Rooms with sprinkler controls require the Main drain to be piped to the appropriate sized floor drain or directly to the exterior with no obstructions.

OO. Section 3106.5.2, Protection, is amended as follows: Cooking equipment using combustible oils or solids shall meet the following:

1. A noncombustible lid shall be immediately available. The lid shall be of sufficient size to cover the cooking well completely.
2. The equipment shall be placed on a noncombustible surface.
3. An approved portable fire extinguisher for protection from cooking grease fires shall be provided at a location approved by the Fire Code official.
4. Fire extinguishers with a minimum 2A-10BC rating shall be required and accessible for immediate use in all cooking areas in accordance with Section 906 of this code.

PP. The following is inserted as Section 3106.5.4: Cooking Clearance. A minimum clearance of 30 inches shall be provided between the public and any heat producing devices to ensure children or adults do not receive severe burns.

QQ. The following is inserted as Section 3107.4.1: Deep Fryers. Open flame shall be kept a minimum of 2 feet from the surface of any deep fryers or similar equipment using oils for cooking.

SECTION II: That this Ordinance shall be in full force and effect from and after November 1, 2018, with the exception of sections R 901.6.3 and S 901.6.3.2, which shall be effective immediately, as provided by law.

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

DATED at Crystal Lake, Illinois, this 17th day of April, 2018.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

PASSED: April 17, 2018

APPROVED: April 17, 2018

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



Agenda Item No: 17

**City Council
Agenda Supplement**

Meeting Date: April 17, 2018

Item: 2018 Street Sweeping-Municipal Partnership Initiative

Staff Recommendation: Motion to award the bid for street sweeping to the lowest responsive and responsible bidder, TKG Environmental Services Group and adopt a resolution authorizing the City Manager to execute a one-year contract with TKG Environmental Services Group for street sweeping services for one base year and two optional one-year contract extensions in the amount bid.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

The City of Crystal Lake is currently a member of the Municipal Partnership Initiative (MPI). As members of MPI, regional communities collaborate by preparing and soliciting bids for various projects. MPI allows members to combine purchasing power, which enables significant cost reductions. Regarding street sweeping services, the City of Crystal Lake partnered with the Village of Cary to solicit bids for street sweeping services. On March 14, 2018, the bids were publically opened. The results for Crystal Lake are as follows:

Company	Street Sweeping Program Cost
✓TKG Environmental Services Group Waukegan, IL	\$87,520.00
Lakeshore Recycling West Chicago, IL	\$105,048.00

✓ Indicates lowest responsive and responsible bidder

The Public Works Department currently completes street sweeping for the City. During the fiscal year 2018-2019 budget process, staff researched alternative ways to complete street sweeping as our current annual costs for approximately 6 cycles of sweeping are approximately \$154,075 (personnel costs only).

The requested Street Sweeping Program with TKG Environmental Services Group will consist of all City maintained residential streets and State routes that we maintain by agreement with the Illinois

Department of Transportation. The residential streets will be swept eight times, while the County and State routes will be completed four times annually.

The City currently owns and operates three street sweepers. If this contracting effort is successful, Public Works will decrease the number of sweepers down to one. While the routine sweeping activities will be contracted out to TKG Environmental Services Group, there will still be a need for Public Works Staff to continue specialized sweeping activities in the downtown (part of the overall downtown maintenance efforts that include sidewalk and parking lots), sweeping related to special events (parades, festivals, etc.) or emergencies (road spills, debris in roadway, etc.) Public Works Staff will ensure that the quality of sweeping remains the same as previous years. Funding has been requested in the fiscal year 2018-2019 Budget.

Recommendation

The recommendation of City staff is to award the contract to the lowest responsive and responsible bidder, TKG Environmental Services Group, for street sweeping for the one-year contract period, with two optional one-year contract extensions in the amount bid. Project costs are anticipated to be approximately \$87,520.00.

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 to execute a contract between the City of Crystal Lake and TKG Environmental Services Group for street sweeping services for one base year and two optional one-year contract extensions in the amounts bid.

DATED this 17th day of April 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: April 17, 2018

APPROVED: April 17, 2018



Agenda Item No: 18

**City Council
Agenda Supplement**

Meeting Date: April 17, 2018

Item: Unleaded Gasoline and Diesel Fuel Bid Award

Staff Recommendation: Motion to award the bid for the provision of unleaded gasoline and diesel fuel to the lowest responsive and responsible bidder, Petroleum Traders Corp., and adopt a resolution authorizing the City Manager to execute a one-year contract with Petroleum Traders Corp., with the option to extend the agreement for one additional year in the amounts bid.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

On April 9, 2018, the City of Crystal Lake publicly opened the bids received for a one-year contract for unleaded gasoline and diesel fuel for the City's fleet, with an option for a one-year extension.

The annual contract is based on a per-gallon fee for delivery of the fuel. The actual cost of the fuel is based on surcharges to the low-rack posting price per gallon as published in the Oil Price Information Service (OPIS) price listing for the Chicago market on the day of each fuel delivery.

The following is a breakdown of the bids received:

Company	Gasoline Base Price	Gasoline Price Year 2	Diesel Base Price	Diesel Price Year 2	Optional Off Road ULSD #1 & #2 Base Price	Optional Off Road ULSD #1 & #2 Year 2 Price	Winter additive cost per gallon Base Price	Winter additive cost per gallon Year 2
✓ Petroleum Traders Corp., Fort Wayne, IN	0.0194	0.0194	0.0194	0.0194	No Bid	No Bid	0.020	0.020
Gas Depot Morton Grove, IL	0.0225	0.0225	0.0250	0.0250	0.220	0.220	0.0175	0.0175
Avalon Petroleum Antioch, IL	0.0290	0.0290	0.0290	0.0290	0.0290/gal plus \$100 srvc.charge	0.0290/gal plus \$100 srvc. charge	0.010	0.010
RKA Petroleum Romulus, MI	0.0824	0.0842	0.0882	0.0902	0.15	0.15	0.025	0.025
Reladyne Elk Grove Village., IL	1.9185	1.9185	2.1169	2.1169	plus \$50 stop charge	Plus \$50 stop charge	0.030	0.030

✓ Indicates lowest responsive and responsible bidder

Recommendation

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. An analysis of the fuel bid submittals substantiates that the low bidder for fleet fuel is Petroleum Traders Corp. Petroleum Traders Corp. has provided fuel delivery for the City in the past with favorable results. It is, therefore, the recommendation of City staff to award the bid to the lowest responsive and responsible bidder, Petroleum Traders Corp., for the provision of gasoline and diesel fuel for the one-year contract period with an optional one-year extension to the contract.

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 is authorized to execute a contract between the City of Crystal Lake and Petroleum Traders Corp. for gasoline and diesel fuel for a one-year term with an option for a second year in the amounts bid.

DATED this 17th day of April 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: April 17, 2018

APPROVED: April 17, 2018



Agenda Item No: 19

**City Council
Agenda Supplement**

Meeting Date: April 17, 2018

Item: Building Mechanical Systems Maintenance & Service Contract

Staff Recommendation:

- 1) Reject December 19, 2017 bids received for Building Mechanical Systems Maintenance & Service; and
- 2) Motion to award the bid for the Building Mechanical Systems Maintenance & Service program to the lowest responsible and responsive bidder, Geostar Mechanical, and adopt a resolution authorizing the City Manager to execute a contract with Geostar Mechanical in the amount bid with an option to extend the contract up to two additional, one-year extensions with a 10% contingency for unforeseen expenses.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

On March 26, 2018, the City of Crystal Lake publicly opened and read aloud bids received for the Building Mechanical Systems Maintenance and Service Program for City owned facilities. In total, four vendors submitted bids for the contract. The breakdown of bids received is as follows:

Contractor	Parts Markup	Year One Total	Year Two Total	Optional Year Three Total	Optional Year Four Total
√Geostar Mechanical Rockford, IL	10%	\$32,100	\$32,100	\$33,100	\$34,100
Service Concepts Genoa, IL	17%	\$55,000	\$55,575	\$56,275	\$56,925
Sherman Mechanical Cary, IL	26%	\$76,446	\$77,962	N/A	N/A
The YMI Group Elk Grove Village, IL	10%	\$75,000	\$75,000	\$75,000	\$75,000

√ Indicates recommended lowest responsive and responsible bidder

The bid document requested that vendors provide a flat fee for the routine maintenance of the HVAC systems and annual backflow preventer inspection and certifications for City-owned facilities. In addition, the vendors were asked to provide the City with a standard labor rate and parts markup price for any additional, or non-routine, maintenance or repairs.

The City also opened bids on December 19, 2017. After a review of the bids received, staff was not satisfied with the performance of the low bidder, and the next lowest bidder improperly submitted their bid. Due to these circumstances, staff decided to re-bid the project.

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. Staff contacted references and received satisfactory results. The proposed low bidder currently services the City of Woodstock and the City of St. Charles. Therefore, it is the recommendation of staff to award the bid to the lowest responsible and responsive bidder, Geostar Mechanical, for the Building Mechanical Maintenance and Services Program for the contract period with the option of two, one-year extensions in accordance with the terms and conditions of the invitation to bid document.

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 is authorized to execute a two-year contract with two optional, one-year extensions between the CITY OF CRYSTAL LAKE and Geostar Mechanical for Building Mechanical Systems Maintenance & Service in the amount bid with a 10% contingency for unforeseen expenses.

DATED this 17th day of April, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: April 17, 2018
APPROVED: April 17, 2018



Agenda Item No: 20

**City Council
Agenda Supplement**

Meeting Date:

April 17, 2018

Item:

Public Hearing/Annual Budget Ordinance/Salary Ordinance, and Water and Sewer City Code Amendment.

Staff Recommendation:

Motion to Adopt:

1. An Ordinance approving and adopting the Annual Budget for the 2018/2019 Fiscal Year,
2. The Salary Ordinance for the 2018/2019 Fiscal Year, and
3. An Ordinance amending Chapter 515, Water and Sewer, of the City Code,

Staff Contact:

Gary J. Mayerhofer, City Manager
George J. Koczwara, Director of Finance/Treasurer
Laura Herrig, Assistant Finance Director

Budget:

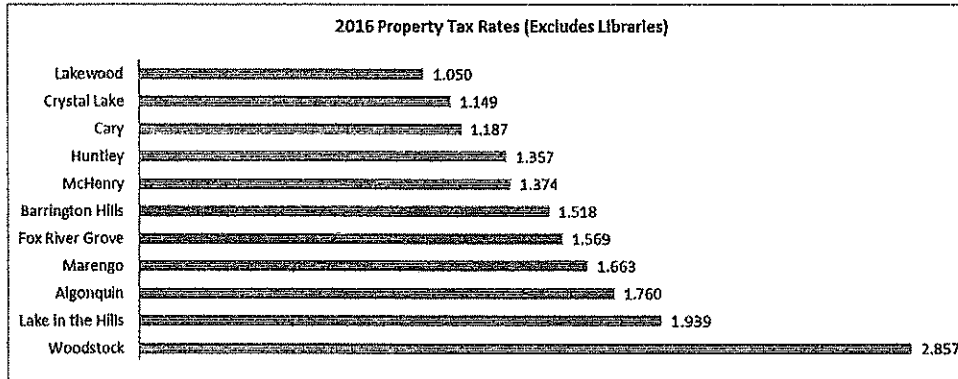
The City Council is requested to adopt the budget in accordance with State Statutes, which requires the budget to be adopted prior to the beginning of the Fiscal Year, which begins on May 1, 2018.

On April 3, 2018, the City Council placed on public display, the proposed balanced fiscal year 2018/2019 Budget that maintains the high quality City services offered to residents while allowing for capital investment in facilities and improvements, as well as the development of other initiatives to help establish a solid foundation for the community for years to come.

Despite the continued economic challenges, the City has worked diligently to present a proposed annual budget that is:

- ✓ Balanced
- ✓ Continues the City's commitment to public safety
- ✓ Continues the City's investment in infrastructure
- ✓ Within the parameters of the City's financial policies

The proposed budget continues the funding of General Fund services without the use of a General Fund property tax. City residents enjoy one of the lowest municipal tax rates in the area. The chart below illustrates a comparison of municipal tax rates (excluding libraries).



Budgeted expenditures and other uses for all funds in fiscal year 2018/2019 total \$89,826,811 (including the Library), a decrease of \$16,266 or -0.02% from the 2017/2018 fiscal year budget. Revenues projected for fiscal year 2018/2019 reflect a conservative view and can be positively impacted by reductions in unemployment or increases in consumer spending and construction activities.

The fiscal year 2018/2019 City budget reflects capital expenditures of \$13.49 million. In addition to resurfacing and roadway improvements, other major capital expenditures reflected in this budget are:

- Automotive Equipment
- Computer Hardware and Software
- Disaster Recovery Plan Development – Information Technology
- Tree Replacement
- Sewer Improvements
 - Honeysuckle Storm Sewer
 - Mary Lane Storm Sewer
 - North Crystal Lake Park Beach City Storm Sewer (Engineering Design)
 - Union/College Storm Sewer (Engineering Design)
 - Woodland Channel
 - Garden Vista Depression Outlet
- Multi-Use Path (Country Club)
- Wastewater Treatment Plant #2
 - Parking Lot/Driveway Reconstruction
- Wastewater Treatment Plant #3
 - HVAC Replacement (Sand Filter Building)
- Water Delivery Study
- Water Main Relocation – US 14 from IL 176 to Crystal Lake Avenue (Final)
- Water Treatment Plant #2
 - Plant Expansion (Engineering)
- Water Treatment Plant #4
 - Motor Control Center, Generator and Transfer Switch Replacement
- Water Treatment Plant #5
 - Iron Filter, Roof, HVAC Replacement (Engineering)
- Emergency Generator Installation
 - Lift Station #2, #8, #10, #17, #28
- Lift Station #9 Rehabilitation
- Lift Station #14 Rehabilitation (Engineering)

With the challenges posed by the economic recovery, a number of adjustments were made to balance the budget. These adjustments include:

Personnel

Since the start of the Great Recession, the City has eliminated a number of positions. Through the 2017/2018 budget, a total of 8.9% of positions have been eliminated through attrition. An additional three-and-a-half positions have been eliminated in the 2018/2019 budget, bringing the total number of full-time equivalent positions eliminated to twenty-seven and one-quarter positions or 10.2%. None of the eliminated positions were sworn police or firefighter positions.

Insurance

Through concerted efforts and enhancements in the City's risk management program, the City is able to take advantage of very favorable insurance costs. Increases in the City's liability insurance overall are budgeted at 0%.

In an effort to better control health care costs, the City joined the Intergovernmental Personnel Benefit Cooperative (IPBC). The IPBC is an entity created under Illinois State laws, which allows municipal groups to band together for the purposes of health insurance. The IPBC was established in 1979 and includes 116 municipalities or municipal entities as members.

The purpose of the IPBC is to provide economies of scale and risk pooling that will allow members more financial stability than offered by the commercial insurance market. In response to a number of variables, including the Affordable Health Care Act and its effect on health care costs across the region, funding for the City's own group health insurance plan is expected to rise in aggregate 2.38% over amounts budgeted for fiscal 2017/2018. Increases beyond 2.38% in any one department or division are offset by reductions in another department or division.

Capital Expenditures

One-time capital expenditures will be funded using unassigned fund balances coupled with bond proceeds. Bonds shall not be used to finance operating deficits and fund balances shall be maintained in accordance with the City's financial policies.

The fiscal year 2018/2019 budget reflects \$1,720,000 for the City's annual street resurfacing program. Of the \$1,720,000 total, \$1,340,000 will be funded from the General Fund, using a combination of Home Rule Sales Tax and unassigned Fund Balance. The remaining \$380,000 of street resurfacing will come from proceeds from the Township Road and Bridge tax and vehicle sticker proceeds. The annual street resurfacing program, combined with other roadway improvements total over \$4.36 million. Roadway improvements budgeted in the Capital Replacement Fund include:

- Intersection (IL 176/Main) Improvement - Engineering
- Intersection (US 14/Virginia Rd) Improvement – Engineering
- Intersection (Main/Crystal Lake Ave) Improvement – ROW Acquisition
- Intersection (Main/Crystal Lake Ave) Improvement - Engineering

Funds to provide for intersection improvements at Route 176/Briarwood Road, as well as those for roadway improvements along South Main Street have been re-budgeted. These projects are complete; however, the City has not received final construction invoices from the State of Illinois.

Streets programmed for resurfacing in fiscal year 2018/2019 are:

Street	Limits	
	From	To
Short Street	Ellsworth Avenue	West End
Main Street Alley	Beardsley Street	South End
Crystal Ridge Dr	Carmella Drive	Walkup Road
Revere Drive	Talismon Drive	Crystal Ridge Drive
Carmella Drive	Revere Drive	Crystal Ridge Drive
Mira Street	Talismon Drive	Carmella Drive
Talismon Drive	Talismon Court	Walkup Road
Talismon Court	Talismon Drive	Mira Street
Parkview Court	Walkup Road	Carmella Drive
Diamondo Street	Talismon Drive	Talismon Court
Rebecca Street	Main Street	McCullum Street
View Street	Lorraine Drive	East End
Hedrick Street	View Street	North End
Park Boulevard	View Street	Route 176
Hunters Trail	Swanson Road	Dogwood Drive
Harper Lane	Hunters Trail	Williamsburg Lane
Flagstone Drive	Hunters Trail	Hunters Trail
Williamsburg Lane	Swanson Road	Moorland Lane
Moorland Lane	Village Road	North End
Crandon Place	Hunters Trail	North End
Crandon Court East	Crandon Place	East End
Crandon Court West	Crandon Place	West End
Dogwood Drive	Alexandra Blvd	Driftwood Lane
Lilac Drive	Alexandra Blvd	Driftwood Lane

Financial Stewardship

The City takes its role as financial steward very seriously. The Government Finance Officers Association (GFOA) voted to award the City of Crystal Lake's budget document the Distinguished Budget Presentation Award for the 2017/2018 fiscal year. This award is the highest form of recognition in governmental budgeting. Also this year, the City received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. This is the twenty-eighth year in a row the City has received this award. It is expected that the City will be recognized for its accomplishments in budgeting and financial reporting again next year. Finally, in 2009, Standard and Poor's rated the City for the first time with an AA+ rating. The AA+ rating was affirmed by Standard and Poor's again in 2012, 2013 and 2014.

Salary Ordinance:

Included as part of the adoption of the proposed Annual Budget for Fiscal Year 2018/2019 is the salary ordinance. As in past years, staff has conducted a salary survey. This data is used in the review of the City's non-collectively bargained position classifications. Based on staff's review, the minimum and maximum of the ranges in the proposed salary ordinance were adjusted 3.0%. Non-union employees' ability to receive a raise (from 0% to 3.0%) is based upon their individual performance, or merit, and not cost of living.

Year Five of the Utility Rate Study:

Previously, the City Council approved contracts with consultants to provide Wastewater and Water Master Plans. The purpose of these plans was to identify significant capital improvements to repair, rehabilitate and enhance the City's water and sewer system. In addition, the City approved a contract with Baxter and Woodman to evaluate the financial impacts of undertaking the proposed capital improvements, review the existing rate structure and make recommendations regarding five-year rate modifications to support capital improvements.

Based on these studies, a number of options were presented during the 2014 budget workshop to determine the utility rates and connection fees for the next five years. Ultimately, a rate structure was approved that not only will support the existing debt service and to make the minimum capital investment required to avoid critical system failure, but also the infrastructure improvements necessary for maintaining the integrity of the systems. These improvements were identified by the Public Works Department utilizing the Wastewater and Water Master Plans. In order to fund these capital improvements, existing operations and existing debt payments, an annual rate increase of 11.4% is required. The proposed budget incorporates the final (fifth) year of 11.4% increases in the water and sewer rates which would go into effect on May 1, 2018.

Additionally, the attached ordinance includes a section of voluntary water shut-off service. Periodically, the City receives requests for voluntary water shut-off. Effective May 1, 2019, the City will charge the same amount (\$100) for voluntary water shut-off requests as it does for involuntary water shut-off. Currently, there is no charge for voluntary water shut-off yet it takes the same amount of resources as the involuntary water shut-off.

Votes Required to Pass:

Simple majority



DRAFT

**AN ORDINANCE APPROVING THE ANNUAL BUDGET OF THE CITY OF
CRYSTAL LAKE, ILLINOIS, FOR THE FISCAL YEAR
BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019**

WHEREAS, the City Council designates a Budget Officer for the City who shall compile an annual budget for the City of Crystal Lake; and

WHEREAS, the Budget Officer has proposed to the corporate authorities a budget as required by Section 8-2-9.3 of the Illinois Municipal Code; and

WHEREAS, Section 8-2-9.9 of the Illinois Municipal Code requires that the corporate authorities of the City of Crystal Lake allow for public inspection of the tentative annual budget at least ten (10) days prior to its passage; and

WHEREAS, the tentative annual budget has been available for public inspection in the Office of the City Manager from April 3, 2018; and

WHEREAS, after proper notice being given, a public hearing was conducted on April 17, 2018, to obtain public comment on the tentative annual budget for the City of Crystal Lake for the fiscal year beginning May 1, 2018 and ending April 30, 2019.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Crystal Lake, McHenry County and State of Illinois, as follows:

Section 1: The fiscal year budget of the City of Crystal Lake, McHenry County, Illinois, for the fiscal year beginning May 1, 2018 and ending April 30, 2019, in the form attached hereto is hereby approved and adopted.

Section 2: That a certified copy of this Ordinance and a copy of the budget hereby approved shall be filed with the McHenry County Clerk in accordance with the provisions of the statutes of the State of Illinois.

DATED at Crystal Lake, Illinois, this 17th day of April 2018.

APPROVED:

Aaron T. Shepley, Mayor

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: April 17, 2018

APPROVED: April 17, 2018

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



DRAFT

Ord.

AN ORDINANCE ESTABLISHING CERTAIN ANNUAL, DAILY OR HOURLY PAY RATES AND PAY RANGES AND THE SALARY ADMINISTRATION SCHEDULE FOR THE CITY OF CRYSTAL LAKE EMPLOYEES

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, ILLINOIS;

SECTION I: ANNUAL, DAILY OR HOURLY RATES

That the ranges of annual, daily or hourly rates for the employees of the City are hereby to read as follows on attached chart:

SECTION II: SALARY ADMINISTRATION PROCEDURES

- A. The City Manager shall develop procedures and direct the administration of those procedures to ensure that individual employee's wages are determined and allocated in an equitable manner in keeping with the goals and requirements of this policy.
- B. New employees and newly promoted employees shall be paid a salary within their new salary range that is not less than the minimum of the range and does not exceed the maximum of their new pay range. Salary increases for individual employees will be timed and salary increase amounts will be determined following the specific criteria below:
 - 1. Quality of performance since the employee's last salary adjustment.
 - 2. Comparison of current salary to pay of other employees of like duties, responsibilities and performance.
 - 3. Position of an employee's current salary within the pay range in terms of overall ability and overall performance since the employee first entered the range.
- C. The City Manager shall annually direct the review and survey of certain positions and their salary ranges in comparison with other communities in proximity to the City of Crystal Lake or of like size and comparable composition.
- D. The City Manager shall annually approve salary rates and their effective dates for all employees.
- E. The City Manager may initiate exceptions to this policy when, in his judgment, such action is for the good of the organization.

SECTION III: JOB CLASSIFICATION:

That all positions of the City shall be separated into classifications and each classification shall have a pay range and the designation of an annual, daily, or hourly rate of pay. The classifications of positions may be modified as deemed appropriate by the City Manager.

All employees, including department directors, part-time and seasonal employees, shall receive such compensation as shall be determined from time to time by the City Manager provided, however, no expenditure shall be made on account of or pursuant to appointment or employment by the City Manager unless sufficient funds have been appropriated in the annual budget.

SECTION IV: REPEALER

That all ordinances or parts of ordinances, rules and regulations in conflict with this ordinance shall be and are hereby repealed.

SECTION V: EFFECTIVE DATE

That this Ordinance shall be in full force and effect from and after the first day of May 2018.

DATED at Crystal Lake, Illinois, this 17th day of April 2018.

APPROVED:

Aaron T. Shepley, Mayor

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: April 17, 2018

APPROVED: April 17, 2018

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

Compensation Plan - Full-Time Non-Represented Employees
 Effective 05.01.2018 to 04.30.2019

	Grade	Annual		Hourly	
		Minimum	Maximum	Minimum	Maximum
Office Assistant	1	38,537	58,624	18.53	28.18
Police Records Assistant	2	40,479	61,577	19.46	29.60
Administrative Assistant	4	45,445	69,145	21.85	33.24
Community Service Officer	4	45,445	69,145	21.85	33.24
Financial Services Representative	4	45,445	69,145	21.85	33.24
Management Assistant	4	45,445	69,145	21.85	33.24
Permit Assistant	4	45,445	69,145	21.85	33.24
Human Resources Assistant	6	52,067	79,204	25.03	38.08
Executive Assistant	7	56,216	85,502	27.03	41.11
Accountant	8	59,593	90,624	28.65	43.57
Administrative Analyst	8	59,593	90,624	28.65	43.57
Engineering & Building Inspector	8	59,593	90,624	28.65	43.57
Fire Inspector	8	59,593	90,624	28.65	43.57
Management Analyst	8	59,593	90,624	28.65	43.57
Support Services Coordinator	8	59,593	90,624	28.65	43.57
Lab Supervisor	9	64,957	98,791	31.23	47.50
Planner	9	64,957	98,791	31.23	47.50
Plans Examiner	9	64,957	98,791	31.23	47.50
Plumbing Inspector	9	64,957	98,791	31.23	47.50
Police Records Supervisor	10	75,352	106,589	36.23	51.24
Public Works Supervisor	10	75,352	106,589	36.23	51.24
Assistant City Planner	11	78,376	110,835	37.68	53.29
Assistant to the City Manager	11	78,376	110,835	37.68	53.29
Assistant to the Director of Public Works	11	78,376	110,835	37.68	53.29
Police Sergeant		101,082	112,621	48.60	54.14
Civil Engineer	12	81,510	115,264	39.19	55.42
Senior Planner	12	81,510	115,264	39.19	55.42
Assistant Finance Director	14	88,154	124,677	42.38	59.94
Public Works Superintendent	14	88,154	124,677	42.38	59.94
Building Commissioner	15	91,663	129,084	44.07	62.06
City Engineer	15	91,663	129,084	44.07	62.06
City Planner	15	91,663	129,084	44.07	62.06
Economic Development Manager	15	91,663	129,084	44.07	62.06
Fire Battalion Chief	15	91,663	129,084	44.07	62.06
Fire Bureau Chief	15	91,663	129,084	44.07	62.06
Police Commander	15	91,663	129,084	44.07	62.06
Deputy Fire Chief	17	99,145	147,264	47.67	70.80
Deputy Police Chief	17	99,145	147,264	47.67	70.80
Director of Human Resources	18	103,118	150,840	49.58	72.52
Director of Information Technology	18	103,118	150,840	49.58	72.52
Deputy City Manager	19	107,246	162,906	51.56	78.32
Director of Community Development	19	107,246	162,906	51.56	78.32
Director of Finance	19	107,246	162,906	51.56	78.32
Director of Public Works	20	111,527	169,436	53.62	81.46
Fire Rescue Chief	20	111,527	169,436	53.62	81.46
Police Chief	20	111,527	169,436	53.62	81.46

Compensation Plan - Regular & Temporary Part-Time Non-Represented Employees
 Effective 05.01.2018 to 04.30.2019

	Grade	Hourly	
		Minimum	Maximum
Temporary/Seasonal Positions			
Seasonal Laborer			
Public Works Fleet		9.50	10.50
Public Works Streets Summer		9.50	10.50
Public Works Water		9.50	10.50
Public Works Wastewater		9.50	10.50
Three Oaks Attendant		8.25	10.50
Three Oaks Lifeguard		9.00	11.00
Three Oaks Assistant Site Supervisor		10.50	12.50
Public Works Streets Winter		18.50	20.00
Interns			
Administrative Intern		8.25	26.50
Engineering Intern		9.00	15.00
Regular Part-Time Positions			
Office Assistant	1	18.53	28.18
Police Records Assistant	2	19.46	29.60
Firefighter II/EMT-B Trainee		8.25	8.25
Firefighter II/EMT-B ⁽¹⁾		15.50	19.00
Three Oaks Security Assistant		10.50	13.00
Three Oaks Beach/Recreation Manager		16.25	30.00

(1) Fire Rescue Part Time Staff: Additional \$0.50/hour for each certification on top of base for for additional Certifications of Paramedic, FAE, or Firefighter III; Additional \$0.50/hour for 10 years or more service to CLFRD



Ord.
DRAFT

ORDINANCE AMENDING THE CRYSTAL LAKE CITY CODE

BE IT ORDAINED by the Mayor and City Council of the City of Crystal Lake, McHenry County and State of Illinois, as follows:

Section 1: Amendment of City Code § 515-15, Rates and Charges, of Chapter 515, Water and Sewer, of the City Code is hereby repealed and replaced in its entirety with the following:

§ 515-15. Rates and Charges.

The consumer or user on all property or premises upon which any building or structure has been or may hereafter be erected having connection with any mains or pipes which exist or may hereafter be constructed and used in connection with the water and sewage or water or sewage systems of the City of Crystal Lake shall pay the following rates according to the following schedule:

A. Water rate. Beginning May 1, 2018, the following rates shall apply:

- (1) Monthly service charge: \$7.29.
- (2) Each 1,000 gallons: \$4.97 per 1,000 gallons.

B. Sewer rate. Beginning May 1, 2018, the following rates shall apply:

- (1) Monthly service charge: \$8.70.
- (2) Each 1,000 gallons: \$4.98 per 1,000 gallons.

C. The rates and charges herein established shall be collected from owners, occupants, consumers and users of the premises for all such use from and after each scheduled rate adjustment. The minimum rate for water and sewer monthly billing shall be equal to the combined water and sewer monthly service charge for the rate period covered. The fee paid for sewer use shall be determined by the water meter reading. No discounts shall be allowed for any difference between the water meter reading and actual sewer use.

D. Senior citizens may qualify for a water and sewer rate discount of 20% for the first 5,000 gallons billed each month by requesting the discount and registering with the Finance Department. To receive the discount, a senior citizen must be 65 years of age, and must reside at the address and the account must be in his/her name.

E. Water users outside corporate limits of the City of Crystal Lake shall pay 1 1/3 times the fee charged for the same services within the City (except those users covered by contractual agreements whose fees should be determined in accordance with such contracts).

F. Bulk water sales made by metered connections to secondary community water supplies or via metered hydrant for on-site use or via metered hydrant to a tanker for transport to an end

user (except those users covered by contractual agreements) shall be billed monthly and pay the following rates according to the following schedule:

(1) Bulk water rate (except those users covered by contractual agreements). Beginning May 1, 2018, and continuing until further adjusted by the Mayor and City Council of the City of Crystal Lake:

- (a) Monthly service charge: \$38.98.
- (b) Each 1,000 gallons: \$15.17 per 1,000 gallons.

G. Water used during construction of new buildings. Beginning May 1, 2018, and continuing until further adjusted by the Mayor and City Council of the City of Crystal Lake:

- (1) One- and two-family residences: \$94.71.
- (2) Multifamily, commercial, industrial:
 - (a) Under 2,000 square feet, minimum fee: \$94.71.
 - (b) Each additional square foot over 2,000 to 10,000: \$0.056.
 - (c) Each additional square foot over 10,000 to 50,000: \$0.018.
 - (d) Each additional square foot over 50,000: \$0.011.

H. Surcharge for industrial users. When the average concentrations of BOD and/or suspended solids exceeds 300 mg/l or 350 mg/l, respectively, a surcharge shall be \$0.65 per pound of BOD, and \$0.32 per pound of suspended solids. All measurements, tests, and analysis of the characteristics of water and wastes to determine the industrial user surcharge factors shall be conducted in conformance with § 515-13. All commercial and institutional users shall be reclassified "industrial" as per the Office of Management and Budget's "Standard Industrial Classification Manual," 1972 Edition, under the category "Division D Manufacturing," when any of their wastes exceed the concentration of § 515-13 of this article.

I. New Account Deposit.

1. All new water/sewer accounts shall be required to make a utility deposit with the City to their utility account prior to receiving any water/sewer service. Upon application for service, all new customers must indicate whether the service is being requested for property that is owned or rented.
2. The new customer deposit shall be fifty dollars (\$50.00) for water/sewer service.
3. Utility deposits shall be credited to utility customers in "good standing" having had twenty-four (24) consecutive months with a minimum of twenty-two (22) timely payments and no payments or drafts having been returned for insufficient funds. Utility deposits credited shall be applied to the customer's next bill following the 24th consecutive month of timely payments. No deposits to current accounts shall be refunded directly to the customer until account closure.
4. The deposit requirement shall be waived in the event the applicant applies for participation in the City's "Direct Debit Program" and remains in good standing. A customer in good standing is one that has not had direct payments returned to the City on two consecutive billing periods. The Finance Director is authorized to process a

refund of deposits held by the City on behalf of water and sewer customers who participate in the Direct Debit Program. Refunds shall be processed in the form of an account billing credit.

J. Terms of Payment

1. **Liability For Payment Of Fees For Water/Sewer Service:** The user of the City's water/sewer service and the occupant and owner of the property, or the owner's agent, if different from the user, shall be jointly and severally liable for the payment of any user fees, penalties, or special assessments billed for water/sewer service.

2. **Owner Notified If Tenant Delinquent:** After the account has been delinquent for sixty (60) days, if the owner has provided the City with the owner's name and address, the City shall deliver notice of the tenant's or occupant's delinquency to the owner. Depositing the required notice in the mail, addressed to the owner at the address listed in the City's records, postage prepaid, shall constitute delivery.

3. **Manner Of Correcting Inaccurate Bills:** In any instance where a customer's bill has been incorrectly calculated or stated for any reason except unlawful use of utility services, the City shall correct the billing for any period of time not exceeding twelve (12) months during which incorrect bills were rendered for underbilled accounts and twelve (12) months for credits due to an error which caused the account to be overbilled.

4. **Deferred Payment Plan:** Where a customer has been underbilled, the City may enter into a written deferred payment agreement with the customer, whereby the amount due to the billing error may be paid in equal installments over a period not to exceed twelve (12) months from the date on which the agreement is signed.

5. **Termination Of Service:** The City shall have and hereby reserves the right, power and authority to suspend or terminate water/sewer service as provided for in § 515-16 to any customer at any time without incurring any liability or cause of action for damages of any kind.

6. **Resumption Of Service:** If service is discontinued because the customer's bills for service are in arrears, or for violation of any provisions of this Article after notice, such service shall not be restored until all charges, costs and damages, if any, shall have been paid to the Finance Department; or the violation has been corrected; and any charges for reinstatement of service pursuant to this Chapter have been paid to the Finance Department.

7. **Voluntary Water Shutoff:** The City provides a water shutoff service to residents who are on vacation or away for an extended period. Effective May 1, 2019, the fee for voluntary water shutoff shall be \$100. The fee shall cover the cost of water shut-off at the valve box in the City's right-of-way (the valve the City has installed to access water service) and then turned back on upon request.

8. Responsibility for Meter with Customer: If water service is terminated pursuant to this Section, the customer shall remain liable for protecting the water meter from damage from freezing or other causes. If the meter is damaged, the customer shall be required to return the damaged meter to the City, purchase a new meter, and have the new meter installed in accordance with City Code requirements, all at his/her own expense.

9. Collection: The City may take all legal action necessary to collect user fees from delinquent accounts including, without limitation, termination of service, recording a lien against the property, foreclosing on such lien, hiring a collection agency, refusing to grant any other utility service, or to issue any City permit or license to the delinquent customer until the delinquent account has been paid in full, including any penalties, costs incurred to record liens or releases of lien, or costs of collection.

10. Blanket Policy: The City shall also have the right to disconnect or refuse service to any customer with one or more installations if the bills are not paid at any one installation.

11. Charges And Discounts Prorated: The charges and discounts established in this Article shall be prorated by the Finance Department for customers receiving service for less than a full billing period.

K. Periodic review of charges. The adequacy of the water and sewer charge shall be reviewed by the City Manager at least annually as part of the annual budget process. The water and sewer service charge shall be revised periodically to reflect change in local operation, maintenance and repair costs, including capital replacement costs.

L. Disposition of revenues. All revenues and moneys derived from the operation of the water and sewer system shall be deposited in the Water and Sewer Fund. The Director of Finance shall receive all such revenues from the water and sewer system and all other funds and moneys incidental to the operation of such system as the same may be delivered to him/her and deposit the same in the account of the fund designated as the Water and Sewer Fund of the City of Crystal Lake.

M. Accounts. The Director of Finance shall establish a proper system of accounts and shall keep proper books, records and accounts in which complete and correct entries shall be made of all transactions relative to the water and sewer system, and at regular annual intervals he/she shall cause to be made an audit by an independent auditing concern of the books to show the receipts and disbursements of the sewerage system.

Section 2: Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval according to law.

DATED at Crystal Lake, Illinois, this 17th day of April 2018.

APPROVED:

Aaron T. Shepley, Mayor

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: April 17, 2018

APPROVED: April 17, 2018

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