



CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING
City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
November 2, 2021
7:00 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes – October 19, 2021 Regular City Council Meeting**
5. **Accounts Payable**
6. **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.
7. **Mayor's Report**
8. **City Council Reports**
9. **Consent Agenda**
 - a. **Crystal Lake Park District – Class 16 Temporary Liquor License Request, February 19, 2022 Snowbird Softball Tournament**
 - b. **McHenry County College, 8900 US Highway 14 - County Zoning Request**
 - c. **Quarry Cable Park Special Event Request and Live Music Consideration**
 - d. **Resolution Approving a Policy of the City of Crystal Lake Relating to Whistleblowers**
 - e. **Annexation Referral – 275 S. Main Street, Seefried Industrial Properties, Inc.**
10. **Mixed Media LLC, 3402 Northwest Highway, Cary, IL - County Zoning Request**
11. **Spartan Axe Throwing - 975 Nimco Drive, Unit D, Douros – Special Use Permit to allow the continued operations of an axe throwing lounge, Spartan Axe Throwing, an ALL Other Amusement and Recreation Use with ancillary liquor sales for on-site consumption in the M – Manufacturing Zoning District**
12. **City Code Amendment to Increase the Number of Class 14 Liquor Licenses: Applicant: Spartan Axe Throwing Inc., d/b/a/ Spartan Axe Throwing, located at 975 Nimco Drive, Unit D**
13. **City Code Amendment to Increase the Number of Class 24 Liquor Licenses: Applicant: TDRR Ventures, LLC, d/b/a Benedict's La Strada, located at 40 N. Williams Street**
14. **Referral of a Text Amendment of the Unified Development Ordinance (UDO) to allow a Cannabis Dispensary, and all other Cannabis Business Establishments such as craft growers, cultivation centers, infusers/processors and transporters, and Medical Cannabis uses as Limited Uses along with reducing the buffer requirements to the Planning and Zoning Commission**

- 15. Bid Award – Pine Street and Oriole Trail Demolition and Grading Project**
- 16. Bid Award – Pine Street and Oriole Trail Ecological Services**
- 17. Intergovernmental Agreement for the Acquisition and Transfer of the Crystal Lake Depot Train Station and Surrounding Property at 70-88 E. Woodstock Street**
- 18. Presentation of Results of Pavement Management System Implementation: Chicago Metropolitan Agency for Planning (CMAP)**
- 19. Council Inquiries and Requests**
- 20. 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**
- 21. Reconvene to Regular Session**
- 22. Adjourn**

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



Agenda Item No: 9a

**City Council
Agenda Supplement**

Meeting Date:

November 2, 2021

Item:

Class 16 Temporary Liquor License Request –
Crystal Lake Park District February 19, 2022 Snowbird
Softball Tournament

Staff Recommendation:

Motion to approve the issuance of a Class 16 Temporary
Liquor License to the Crystal Lake Park District for the
Park District's February 19, 2022 Snowbird Softball
Tournament

Staff Contact:

Eric Helm, Deputy City Manager
Melanie Nebel, Executive Assistant

Background:

The City has received a request from the Crystal Lake Park District for the issuance of a Temporary Liquor License for the Park District's February 19, 2022 Snowbird Softball Tournament at Lippold Park.

Section 329-5-P of the City Code - Class 16 Temporary Liquor License - authorizes the retail sale of beer and wine for consumption upon the premises specified in the license where sold for a period not to exceed three (3) days for special events sponsored by a not-for-profit organization.

The Park District has submitted the required application form, certificate of insurance and fees for the Class 16 Temporary Liquor License.

Votes Required to Pass:

Simple majority



Agenda Item No: 9b

**City Council
Agenda Supplement**

Meeting Date:

November 2, 2021

Item:

COUNTY ZONING REQUEST

McHenry County College

The Board of Trustees of McHenry County College, owner and petitioner

8900 US Highway 14, Crystal Lake, IL

Recommendation:

City Council's discretion.

- a) Motion to object to the proposed Conditional Use Permit for a Class II Tower in order to continue the use granted under Conditional Use Permit #96-51, directing staff to proceed with an objection to the County Hearing Officer.
- b) No action.

Staff Contact:

Kathryn Cowlin, Director of Community Development

Katie Rivard, Assistant City Planner

Background:

- As is customary with County Zoning requests within the City's mile and a half planning jurisdiction, the City received notice of this request.
- The property in question consists of approximately 26.92 acres and is zoned "O" Office/Research District with a Conditional Use and a Variation. The property is owned by McHenry County College, and it is located east of the college's facilities and associated parking lots and recreation fields.

Request:

- The petitioner is requesting a Conditional Use Permit for a Class II Tower in order to continue the use granted under Conditional Use Permit #96-51 in the Office/Research zoning district.
- The subject property was purchased by McHenry County College in 2019. The property has an existing FM Radio Station with a 500-foot tall radio tower. The radio station is currently operating on the subject property with a long-term lease, which predates the college's acquisition of the property.
- The property is within the Crystal Lake Watershed, but staff does not have any concerns with this request as it is an existing tower with no proposed changes.

Votes Required to Pass:

A simple majority.

PIQ Map
8900 US Highway 14
Directly Adjacent to City Limits





Agenda Item No: 9c

**City Council
Agenda Supplement**

Meeting Date:

November 2, 2021

Item:

Quarry Cable Park Special Event request and Live Music Consideration

Staff Recommendation:

Motion to approve live outdoor music on all Friday and Saturday nights in January and February 2022, pursuant to the conditions recommended in this agenda supplement.

Staff Contact:

Nick Hammonds, Assistant to the City Manager
Eric Helm, Deputy City Manager

Background:

The Quarry Cable Park has requested a Special Event permit to host live music at their location at the Three Oaks Recreation Area. Pursuant to section 5.08 (l) of the Concessionaire and Property Use Agreement, the Quarry Cable Park shall receive Special Event approval for all events involving “tournaments, special advertising displays, live bands, special promotions, outside vendors, night use, and/or large groups of people that could exceed the available parking spaces...The review of these events will be reviewed on a case-by-case basis.”

The Quarry Cable Park is requesting approval to host live music on Friday and Saturday nights in January and February 2022. Bands will be performing in a designated area inside the Quarry Cable Park’s building. All events and all related activities will be contained in the designated premises outlined in the Property Use Agreement. City staff anticipates that in April 2022 the petitioner will present the summer 2022 live music schedule for the Council’s consideration. **Capacity restrictions and social distancing will be in compliance with state and local requirements depending on the status of Covid-19 at the time of each event.**

Staff Conditions for All Events

City staff from the Fire Rescue and Police Departments have reviewed the request and do not have any concerns regarding the events, providing the following conditions are met:

1. Follow all masking and social distancing recommendations as required by federal, state and local authorities. The City will have discretion to cancel an event if the City determines that Covid-19 cases and restrictions warrant cancellation.
2. The Quarry Cable Park & Grille shall coordinate with the Crystal Lake Fire Rescue and Police Departments, and Three Oaks Recreation Area staff regarding assistance during each event, including coordinating with the Fire Rescue Department regarding occupancy limits.

3. Provide a layout for each event showing the locations of the various event activities.
4. Provide 20-foot access lane(s) for emergency vehicles to gain access to the building, Fire Department Connection, and the event site.
5. Fire hydrants located on or near the property must remain unobstructed and “No Parking” signs posted.
6. Provide a site plan at least 30 days prior to the event for any tents/canopies, if used, to ensure compliance.
7. Any barricades used to restrict traffic or pedestrians must be easily moveable or manned by event staff should an emergency occur during the event hours.
8. Provide adequate lighting for participants during night hours.
9. If a standby ambulance is being requested, contact the Fire Department at least 30 days prior to the event to discuss scheduling and associated fees.
10. All debris created by the event shall be cleaned up during and after the event.
11. Petitioner must adhere to the required City insurance provisions.

The applicants have been made aware of these recommended conditions and will attend the City Council meeting to answer any questions.

Votes Required to Pass:

Simple majority vote of the City Council.



Agenda Item No: 9d

**City Council
Agenda Supplement**

Meeting Date:

November 2, 2021

Item:

Resolution Approving a Policy of the City of Crystal Lake Relating to Whistleblowers

Staff Recommendation:

Motion to adopt a Resolution Approving a Policy of the City of Crystal Lake Relating to Whistleblowers

Staff Contact:

Julie Meyer, Director of Human Resources
Eric T. Helm, Deputy City Manager

Background:

The State of Illinois recently approved Public Act 101-0652 also known as the Safety, Accountability, Fairness and Equity Act. This Act contains a section specifically protecting employees who report improper governmental actions or cooperate with an investigation into improper government actions (section 4.1, “Retaliation Against a Whistleblower” (50 ILCS 105/4.1)). The Act provides specific penalties for employers who retaliate against “whistleblowers” and requirements for employee restitution.

In order to facilitate the mechanics of the Act, it requires municipalities to designate an auditing official and provide every employee a written summary or complete copy of section 4.1 at the beginning of employment and at least once each year of employment. The auditing official has the responsibility to establish a written process for reporting and managing complaints of improper governmental actions.

The attached resolution will meet the demands of the Act and establish a policy creating procedures for reporting improper governmental conduct and prohibiting retaliation against whistleblowers. The City has worked with its legal counsel to create the Resolution and Policy to ensure that they comply with State law.

Votes Required to Pass: Simple majority

**RESOLUTION NO. 21R-_____****A RESOLUTION APPROVING A POLICY PROHIBITING
RETALIATION AGAINST WHISTLEBLOWERS**

WHEREAS, the Public Officers Prohibited Activities Act, 50 ILCS 105/0.01 *et seq.*, was recently amended to provide additional rights and procedures relating to reporting improper governmental action and retaliation related to the same (“**Whistleblowing Procedures**”); and

WHEREAS, the Mayor and City Council of the City (the “**City Council**”) have determined that it is appropriate and in the best interests of the City and its residents to approve formally the Whistleblowing Procedures as set forth in Exhibit A hereto; and

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

SECTION ONE: Incorporation of Recitals. The foregoing recitals are by this reference incorporated into and made a part of this Resolution as if fully set forth.

SECTION TWO. Approval of Whistleblowing Procedures. The City Council hereby approves the Whistleblowing Procedures attached hereto as Exhibit A. The Whistleblowing Procedures shall take effect contemporaneously with the effective date of this Resolution.

SECTION THREE: Effective Date. This Resolution shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

PASSED THIS ___ day of _____, 2021.

AYES:

NAYS:

ABSENT:

APPROVED THIS ___ day of _____, 2021.

Haig Haleblian, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Draft

EXHIBIT A

**POLICY PROVIDING PROCEDURES FOR REPORTING IMPROPER
GOVERNMENTAL CONDUCT AND PROHIBITING RETALIATION AGAINST
WHISTLEBLOWERS**

Draft



Agenda Item No: 9e

**City Council
Agenda Supplement**

Meeting Date: November 2, 2021

Item: Annexation Referral - 275 S. Main Street

Recommendation: Motion to refer the petitioner's request to the November 17, 2021 Planning & Zoning Commission meeting for zoning consideration and to the December 7, 2021, City Council meeting for the annexation agreement public hearing.

Staff Contact: Kathryn Cowlin, Director of Community Development
Elizabeth Maxwell, City Planner

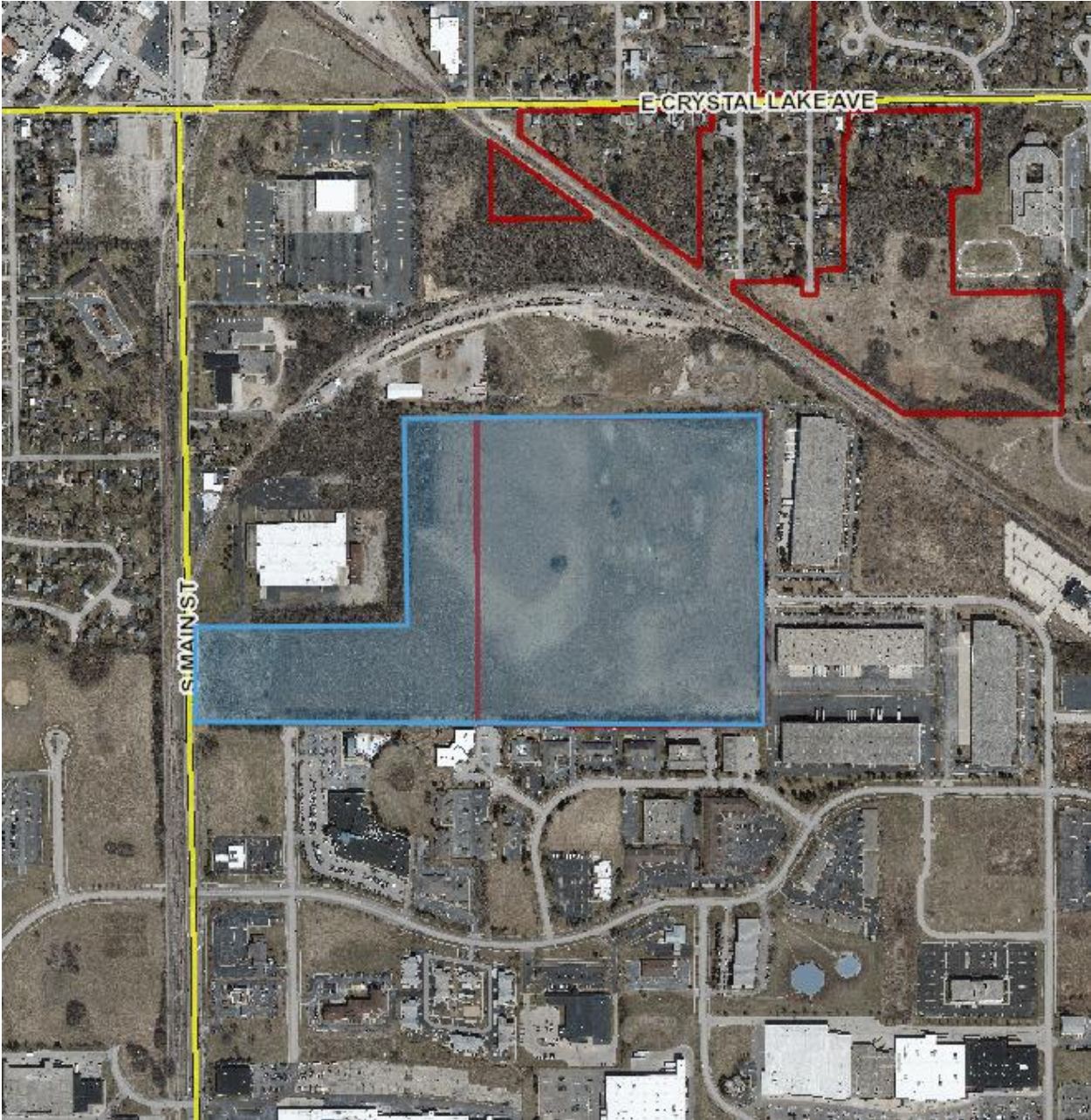
Background:

The petitioner is requesting annexation of 40 acres located between Main Street and Exchange Drive. The subject property is part of a larger property encompassing approximately 60 acres. The petitioner is proposing to annex the subject property and will be requesting zoning approval for warehousing and distribution.

The petitioner respectfully requests that this matter be referred to the November 17, 2021, Planning & Zoning Commission meeting for zoning consideration and the December 7, 2021, City Council meeting for the annexation agreement public hearing and annexation request.

Votes Required to Pass: Simple majority vote.

PIQ Map
275 Main Street





Agenda Item No: 10

**City Council
Agenda Supplement**

Meeting Date: November 2, 2021

Item: COUNTY ZONING REQUEST
Mixed Media LLC
3402 Northwest Highway, Cary, IL

Recommendation: City Council's discretion.
a) Motion to object to the proposed Conditional Use Permit for a Digital Off-Premises Commercial Advertising Sign, directing staff to proceed with an objection to the County Hearing Officer.
b) No action.

Staff Contact: Kathryn Cowlin, Director of Community Development
Katie Rivard, Assistant City Planner

Background:

- As is customary with County Zoning requests within the City's mile and a half planning jurisdiction, the City received notice of this request.
- The property in question consists of approximately 2.42 acres and is zoned "I-2" Heavy Industrial District. Currently, the property provides outside storage and parking of vehicles.

Request:

- The petitioner is requesting a Conditional Use Permit for a Digital Off-Premises Commercial Advertising Sign in the Heavy Industrial zoning district.
- The subject property is located at the northwest corner of intersection of U.S. Route 14 (Northwest Highway) and Westbury Drive in Algonquin Township. The sign would be located at the southeast corner of the property (near the intersection).
- The property is not within the Crystal Lake Watershed, and staff does not have any concerns with this request.

Votes Required to Pass: A simple majority.

PIQ Map
Northwest Corner of the Intersection of U.S. Route 14 (Northwest Highway) and Westbury
Drive in Algonquin Township
Approximately 0.65 miles outside the City Limits







Agenda Item No: 11

**City Council
Agenda Supplement**

Meeting Date:

November 2, 2021

Item:

REPORT OF THE PLANNING & ZONING COMMISSION

Request:

Special Use Permit to allow the continued operations of an axe throwing lounge, Spartan Axe Throwing, an All Other Amusement and Recreation Use with ancillary liquor sales for on-site consumption in the M - Manufacturing zoning district.

Petitioner:

Angelo Douros, petitioner
975 Nimco Drive, Unit D

PZC Recommendation:

To approve the Planning and Zoning Commission (PZC) recommendation and adopt an Ordinance granting a Special Use Permit for an axe throwing lounge with ancillary liquor sales for on-site consumption at 975 Nimco Drive, Unit D.

Staff Contact:

Kathryn Cowlin, Director of Community Development
Katie Rivard, Assistant City Planner

Background:

- Request: The petitioner is requesting a Special Use Permit to allow the continued operations of Spartan Axe Throwing with ancillary liquor sales for on-site consumption in the Manufacturing zoning district.
- Land Use: The Comprehensive Land Use map shows the area as Industry, which is an appropriate land use designation for a variety of manufacturing, office, service and commercial recreational uses.
- Zoning: The site is zoned M – Manufacturing, which permits All Other Amusement and Recreation Uses, subject to Special Use Permit approval.
- In 2019, the petitioner received approval of an Alternative Use Permit to allow an axe throwing lounge, as an All Other Amusement and Recreation use. One of the conditions of approval prohibited the sale and consumption of alcohol on-site.
- The Unified Development Ordinance (UDO) was amended in 2020 to allow All Other Amusement and Recreation uses as Special Use Permits in the Manufacturing zoning district. Prior to this amendment, the Manufacturing zoning district did not permit All Other Amusement and Recreational uses; however, it does allow for Alternative Uses, which provide flexibility in the use of land or structures in the M-L and M zoning districts.

Alternative Use Permit approval is valid for three years unless an extension is granted. The expiration date for the existing use is set to expire in May 2022.

PZC Highlights:

- The PZC was supportive of the request to add liquor sales for on-site consumption to the existing business, based on the lack of complaints regarding the use of the business and the proposed alcohol operations plan.
- The PZC did not want the addition of liquor sales to create a bar open to the public, and the petitioner explained that consumption would only be available to those who are participating, with the exception of a family or friend who wishes to watch but not participate. The PZC suggested the petitioner create guidelines that limits the length of time a group could stay after their session is complete.
- The PZC found that this request meets the Findings of Fact.

The PZC recommended **approval (6-0)** of the petitioner’s request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Angelo Douros, date signed 10/8/2021, received 10/08/2021)
 - B. Alcohol Operations Plan (Angelo Douros, received 10/11/2021)
 - C. Floor Plan, as approved per Ordinance No. 7545 (Douros, received 04/08/2019)
2. This Special Use Permit replaces the previously approved Alternative Use Permit (Ordinance No. 7545) set to expire on May 21, 2022.
3. The Special Use Permit is approved for the existing axe throwing lounge only and only as illustrated on the attached plans. Any expansion of the use would require review and amendment of this Special Use Permit.
4. The petition is subject to review by the Building Division and McHenry County Health Department. The petitioner must address all of the review comments and requirements of the Community Development Department and McHenry County Health Department.

Votes Required to Pass: A simple majority.



Acknowledgement Form

Regarding 975 Nimco Drive Unit D – Special Use Permit to allow the continued operations of an axe throwing lounge, Spartan Axe Throwing, an All Other Amusement and Recreation Use with ancillary liquor sales for on-site consumption in the M - Manufacturing zoning district Project. Please check one of the choices and sign below.

I hereby acknowledge that I have read, understand, and agree to the staff review comments and recommended conditions contained in the staff report, city staff reviews, and consultant reviews (if applicable).

I hereby acknowledge that I have read, understand, and agree to most of the staff review comments and recommended conditions contained in the staff report, city staff reviews, and consultant reviews (if applicable) but have concerns with the following items:

Petitioner's Name: _____


Signature

Date: _____

10-25-21

PIQ MAP





The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A SPECIAL USE PERMIT
AT 975 NIMCO DRIVE UNIT D

WHEREAS, pursuant to the terms of a Petition (File #PLN-2021-170) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Special Use Permit to allow the continued operations of an axe throwing lounge, Spartan Axe Throwing, an All Other Amusement and Recreation Use with ancillary liquor sales for on-site consumption in the M - Manufacturing zoning district at 975 Nimco Drive Unit D; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on October 1, 2021 in the Northwest Herald, held a public hearing at 7:00 p.m., on October 20, 2021 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit; and

WHEREAS, on October 20, 2021, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Special Use Permit be approved, as documented in the minutes, and

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

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

Section I: That a Special Use Permit to allow the continued operations of an axe throwing lounge, Spartan Axe Throwing, an All Other Amusement and Recreation Use with ancillary liquor sales for on-site consumption in the M - Manufacturing zoning district for the property commonly known as 975 Nimco Drive Unit D (19-10-357-018), Crystal Lake, Illinois.

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

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

- A. Application (Angelo Douros, date signed 10/8/2021, received 10/08/2021)
 - B. Alcohol Operations Plan (Angelo Douros, received 10/11/2021)
 - C. Floor Plan, as approved per Ordinance No. 7545 (Douros, received 04/08/2019)
2. This Special Use Permit replaces the previously approved Alternative Use Permit (Ordinance No. 7545) set to expire on May 21, 2022.
 3. The Special Use Permit is approved for the existing axe throwing lounge only and only as illustrated on the attached plans. Any expansion of the use would require review and amendment of this Special Use Permit.
 4. The petition is subject to review by the Building Division and McHenry County Health Department. The petitioner must address all of the review comments and requirements of the Community Development Department and McHenry County Health Department.

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

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

DATED at Crystal Lake, Illinois, this 2nd day of November, 2021.

City of Crystal Lake, an
Illinois municipal corporation

Haig Haleblian, MAYOR

SEAL

ATTEST:

Nick Kachiroubas, CITY CLERK

Passed: November 2, 2021
Approved: November 2, 2021



#2021-170
975 Nimco Drive Unit D – Special Use Permit
Project Review for Planning and Zoning Commission

<u>Meeting Date:</u>	October 20, 2021
<u>Request:</u>	Special Use Permit to allow the continued operations of an axe throwing lounge, Spartan Axe Throwing, an All Other Amusement and Recreation Use with ancillary liquor sales for on-site consumption in the M - Manufacturing zoning district.
<u>Location:</u>	975 Nimco Drive Unit D
<u>Acreage:</u>	Approximately 3,100 square feet
<u>Existing Zoning:</u>	M - Manufacturing
<u>Surrounding Properties:</u>	North: M - Manufacturing South: M – Manufacturing East: M - Manufacturing West: M - Manufacturing
<u>Staff Contact:</u>	Katie Rivard (815.356.3612)

Background:

- **Existing Use:** The building is an existing industrial building. The petitioner currently operates Spartan Axe Throwing from this location.
- **Previous Approvals:**
 - In 2019, the petitioner received approval of an Alternative Use Permit to allow an axe throwing lounge, Spartan Axe Throwing, as an All Other Amusement and Recreation use. One of the conditions of approval prohibited the sale and consumption of alcohol on-site.
 - The UDO was amended in 2020 to allow All Other Amusement and Recreation uses as Special Use Permits in the Manufacturing zoning district. Prior to this amendment, the Manufacturing zoning district did not permit All Other Amusement and Recreational uses; however, it does allow for Alternative Uses, which provide flexibility in the use of land or structures in the M-L and M zoning districts. Alternative Use Permit approval is valid for three years unless an extension is granted. The expiration date for the existing use is set to expire in May 2022.

- Staff recommended the petitioner seek a Special Use Permit instead of requesting amendments to the Alternative Use Permit.

Development Analysis:

General:

- Request: The petitioner is requesting a Special Use Permit to allow the continued operations of Spartan Axe Throwing with ancillary liquor sales for on-site consumption in the Manufacturing zoning district.
- Land Use: The Comprehensive Land Use map shows the area as Industry, which is an appropriate land use designation for a variety of manufacturing, office, service and commercial recreational uses.
- Zoning: The site is zoned M – Manufacturing, which permits All Other Amusement and Recreation Uses, subject to Special Use Permit approval.

Request Overview:

- The business currently occupies approximately 3,100 square feet. The axe throwing takes place in caged areas, similar to batting cages. Groups rent a cage and receive a tutorial on how to throw the axes. There is an existing seating area in the middle of the room for the people who are not participating in axe throwing but would like to watch their group.
- The City has not received any complaints regarding the use of this business.
- The petitioner would offer beer and wine only, with a maximum of three drinks per hour. Customers will be able to purchase and consume while participating, but not while in the throwing lane. The petitioner has indicated they will follow the Illinois Alcohol Consumption policy.
- The petitioner does not intend to have a designated bar area. Instead, the petitioner is contemplating a display cooler at the front where customers can order from the front desk. However, this shall be subject to review by the Building Division and McHenry County Health Department.
- There are no other proposed changes to the existing operations plan.

Comprehensive Land Use Plan 2030 Vision Summary Review:

The Comprehensive Plan designates the subject property as Industry, which allows for All Other Amusement and Recreational Uses, subject to Special Use Permit approval. The following goal is applicable to this request:

Land Use – Industry

Goal: Support manufacturing uses within the community which contribute to the regional and local economy and Crystal Lake’s live, work, play philosophy.

This can be accomplished with the following supporting action:

Supporting Action: Expand and attract manufacturing users which provide jobs, services, and products strengthening the City's economy

Findings of Fact:

SPECIAL USE PERMIT

The petitioner has requested a Special Use Permit to allow the continued operations of an axe throwing lounge with the addition of ancillary liquor sales for on-site consumption. Special Uses require a separate review because of their potential to impact surrounding properties and the orderly development of the City. Section 2-400 B of the Unified Development Ordinance establishes standard for all Special Uses in Crystal Lake. The criteria are as follows:

1. The use is necessary or desirable, at the proposed location, to provide a service or facility which will further the public convenience and general welfare.
 Meets *Does not meet*
2. The use will not be detrimental to area property values.
 Meets *Does not meet*
3. The use will comply with the zoning districts regulations.
 Meets *Does not meet*
4. The use will not negatively impact traffic circulation.
 Meets *Does not meet*
5. The use will not negatively impact public utilities or municipal service delivery systems. If required, the use will contribute financially to the upgrading of public utilities and municipal service delivery systems.
 Meets *Does not meet*
6. The use will not negatively impact the environment or be unsightly.
 Meets *Does not meet*
7. The use, where possible will preserve existing mature vegetation, and provide landscaping and architecture, which is aesthetically pleasing, compatible or complementary to surrounding properties and acceptable by community standards.
 Meets *Does not meet*
8. The use will meet requirements of all regulating governmental agencies.

Meets *Does not meet*

9. The use will conform to any conditions approved as part of the issued Special Use Permit.

Meets *Does not meet*

10. The use will conform to the regulations established for specific special uses, where applicable.

Meets *Does not meet*

Recommended Conditions:

If a motion to recommend approval of the petitioner's request is made, the following conditions are recommended:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Angelo Douros, date signed 10/8/2021, received 10/08/2021)
 - B. Alcohol Operations Plan (Angelo Douros, received 10/11/2021)
 - C. Floor Plan, as approved per Ordinance No. 7545 (Douros, received 04/08/2019)
2. This Special Use Permit replaces the previously approved Alternative Use Permit (Ordinance No. 7545) set to expire on May 21, 2022.
3. The Special Use Permit is approved for the existing axe throwing lounge only and only as illustrated on the attached plans. Any expansion of the use would require review and amendment of this Special Use Permit.
4. The petition is subject to review by the Building Division and McHenry County Health Department. The petitioner must address all of the review comments and requirements of the Community Development Department and McHenry County Health Department.

City of Crystal Lake Development Application

Office Use Only File # _____

Project Title: _____

Action Requested

- | | |
|---|--|
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Preliminary PUD |
| <input type="checkbox"/> Comprehensive Plan Amendment | <input type="checkbox"/> Preliminary Plat of Subdivision |
| <input type="checkbox"/> Conceptual PUD Review | <input type="checkbox"/> Rezoning |
| <input type="checkbox"/> Final PUD | <input checked="" type="checkbox"/> Special Use Permit |
| <input type="checkbox"/> Final PUD Amendment | <input type="checkbox"/> Variation |
| <input type="checkbox"/> Final Plat of Subdivision | <input type="checkbox"/> Other |

Petitioner Information

Name: Ange lo Dockus
Address: 975 Nimco Dr.
ST. D
Phone: _____
Fax: _____
E-mail: SPARTAN AXE throwing @ sma1.com

Owner Information (if different)

Name: _____
Address: _____
Phone: _____
Fax: _____
E-mail: _____

Property Information

Project Description: Amend special use to
serve alcohol
Project Address/Location: 975 Nimco Dr. ST. D



**CRYSTAL LAKE PLANNING AND ZONING COMMISSION
WEDNESDAY, OCTOBER 20, 2021
HELD AT THE CRYSTAL LAKE CITY COUNCIL CHAMBERS**

The meeting was called to order by Mr. Greenman at 7:00 p.m.

Mr. Greenman called the meeting to order. On roll call, members Gronow, Jouron, Repholz Skluzacek, Teetsov and Greenman were present. Member Atkinson was absent.

Elizabeth Maxwell, City Planner and Katie Rivard, Assistant City Planner were present from Staff.

Mr. Greenman said this meeting is being recorded for broadcast and future playback on the City's cable channel. He led the group in the Pledge of Allegiance.

APPROVE MINUTES OF THE OCTOBER 6, 2021 PLANNING AND ZONING COMMISSION MEETING

Mr. Jouron moved to approve the minutes from the October 6, 2021 regular Planning and Zoning Commission meeting as presented. Ms. Teetsov seconded the motion. On roll call, members Gronow, Jouron, Repholz, Teetsov, Skluzacek and Greenman voted aye. Motion passed.

2021-170 975 NIMCO DRIVE UNIT D – SPARTAN AXE THROWING – SPECIAL USE PERMIT – PUBLIC HEARING

Special Use Permit to allow the continued operations of an axe throwing lounge, Spartan Axe Throwing, an All Other Amusement and Recreation Use with ancillary liquor sales for on-site consumption in the M – Manufacturing zoning district.

Angelo Douros and Demetrio Douros, petitioners, were present to represent the request.

Mr. A. Douros stated that no one thought the use would last. He spoke to his experience growing up in the restaurant business, and that alcohol serving is not new to them. He spoke to some of the concerns raised at the previous PZC meeting in 2019, specifically safety concerns. Since opening, there have been 25,000 customers with zero injuries, and no one has been asked to leave. Approximately 86% of customers are between the ages of 45-55 years old, and the majority of those customers are women. They are losing business to other locations that offer alcohol, as many companies do not want host holiday parties and other events there because alcohol is not allowed. Prior to COVID, they were really busy; but, when they reopened after shutting down for 4-5 months, there has not been as many people. He spoke to their new location in East Dundee where they were approved for alcohol and video gaming.

Mr. D. Douros stated he does not believe the East Dundee location would have happened without the Crystal Lake location. The cages they built provide extra security. They will serve beer and wine only, and would

follow the Illinois Alcohol Consumption policies and basset license requirements. Intoxicated customers will not be allowed. IDs would be checked, and there would be a system in place to monitor the number of drinks a person has consumed. He spoke to his past job experiences and personal life, and he believes they will do well. He spoke to other locations and their business operations. There will be no shots or bottle service, and no bar area. Approximately 97% of customers make reservations.

Mr. A. Douros stated there would not be a bar area for people to sit at for hours like a brewery. Mr. D. Douros stated they would offer individual cans; and, there would be no glass. No drinks would be allowed in the cages. It is important to keep the core guests, and they do not want adults to worry about their kids.

The Chairman opened the public hearing. There was no one in the public wishing to speak on the agenda item. The public hearing was closed.

Staff presented the information on the request. Ms. Maxwell spoke to the background of the previous approval. Ms. Rivard spoke to the requested Special Use Permit and went through details of the Alcohol Operations Plan and noted the business has not had any complaints since opening in 2019.

Mr. Greenman asked the petitioners if they had any issues with the recommended conditions of approval. Mr. A. Douros responded they had no concerns.

Mr. Skluzacek asked what the maximum capacity is and where the parties will take place. Mr. A. Douros stated the maximum capacity is 61 persons; however, they rarely have that many at one time. When they are full, most of the customers are couples. Private parties typically happened after hours. He discussed the floor plan and noted that when customers are not throwing, they are sitting at the tables in the main area. Mr. D. Douros described the different types of parties. He spoke to the check-in process and discussed the floor plan and their business operations. Customers are required to sign waivers as well as watch a required educational video.

Mr. Skluzacek stated he is unsure about alcohol mixed with axe throwing. Mr. D. Douros spoke to the type of wood that is used. It is absorbed wet wood called Cottonball. He explained more about the bar operations, and his past experiences in the restaurant industry. Customers are not allowed to go in and out during their reservation, and closed containers are not allowed to be brought in. Mr. Skluzacek asked if hard alcohol would be served. Mr. D. Douros responded no.

Mr. Skluzacek asked about the garage door area shown on the floor plan. Mr. A. Douros responded the area is a storage/prep area.

Mr. Jouron asked about the cages. Mr. A. Douros described the cages. They have gates with latches and are enclosed at the top, sides and behind the person throwing. He spoke to the popular axe throwing video that has circulated. Woodchips were previously used an extra safety measure; and, while the wood chips worked, they created too much dust and required extensive cleaning. Rubber nuggets are now used in place of the

wood chips. Once an axe hits the nuggets, it does not go anywhere. He talked about the safety of Cottonwood, and how it is soaked for several hours. The axes do not jump like in the video.

Mr. Jouron asked if there was professional security on-site. Mr. A. Douros responded no, but they have several staff on-site and have never had any issues. Mr. D. Douros stated they have never needed security. Mr. A. Douros stated they do not draw rowdy crowds. The reviews describe this as a family-oriented business. If approved for alcohol, the business would not stay open later. He noted they close at 9 p.m. during the week and 10 p.m. on the weekends. They may stay open later for parties. Mr. Jouron asked about video gaming machines. Mr. A. Douros responded they were approved video gaming for their East Dundee location.

Ms. Teetsov asked if they would serve food. Mr. A. Douros responded no, but they do have vending machines. He spoke to his current tenant space, and how they had considered a build-out to the space next to theirs but that is now occupied by another use. He stated they probably would have looked into a retail/restaurant space if they could do it over. Ms. Teetsov asked if their East Dundee location is up and running. Mr. A. Douros stated it is under construction.

Mr. Gronow asked about the location of the vending machines and where alcohol would be served. Mr. A. Douros referred to the floor plan and explained the alcohol would be located behind the check-in desk in a display cooler. Mr. Gronow asked about the hours of operation. Mr. A. Douros stated Monday-Wednesday are typically reserved for private events; Thursday 5:30 p.m. – 9 p.m.; Friday 5:30 p.m. – 10 p.m.; Saturday 3 p.m. – 10 p.m.; and, Sunday 4 p.m. – 8 p.m. He stated they may start opening an hour earlier on Saturday (2 p.m.) and two hours earlier on Sunday (2 p.m.). Mr. Gronow asked how many people per cage/throwing lane and if they had leagues. Mr. A. Douros responded four people per cage. Groups are not combined, and each group has their own lane. There are no leagues at this time. Mr. D. Douros stated most groups do not interact with each other. Mr. Gronow noted the alcohol enhancement to the existing use. Mr. A. Douros stated that 90% of sales would be axe throwing.

Ms. Repholz asked what is the minimum age that is allowed. Mr. A. Douros responded 14 years old. All customers must sign a waiver, and minors must have an adult present. Ms. Repholz asked about spectators, those who do not pay, and if customers could start a tab. Mr. A. Douros responded they occasionally have grandparents who do not wish to participate, for example. Spectators must sign a waiver, too. Customers cannot start a tab. Mr. D. Douros stated that legally, they can only serve one drink per person at a time. One person cannot order drinks for all members of their group.

Mr. Greenman stated it is great they weathered the storm and their commitment to Crystal Lake. He also appreciates them staying in Crystal Lake and their commitment to safety. He noted their experience and background is helpful. Mr. Greenman asked if customers could order a drink but not play. Mr. A. Douros responded that was a tough question. If it is a group/family, then yes. He stated that no spectators not associated with a group who only want to watch would be allowed. Mr. Greenman asked about the serving hours. Mr. D. Douros stated it depends on when a group started. If the amount of time to consume alcohol is reduced, customers may consume more in a shorter amount of time. He stated they will consider a last-call

rule. Mr. Greenman asked if there would be drink discounts. Mr. A. Douros responded no. Mr. Greenman asked how long customers could stay after they finished throwing. Mr. A. Douros responded they usually leave right away because other groups have reservations right after. Mr. Greenman asked if customers could order carry-out. Mr. A. Douros responded yes, customers can have food delivered.

Mr. D. Douros spoke to possibly adding guidelines limiting the length of stay after.

Mr. Greenman asked about liquor sales training. Mr. D. Douros believes it a state guideline for all to be trained. The employees are mostly family, and they would do whatever they were required to do. Mr. Greenman expressed his support of the Special Use Permit.

Mr. Skluzacek made a motion to approve the Special Use Permit to allow the continued operations of an axe throwing lounge, Spartan Axe Throwing, an All Other Amusement and Recreation Use with ancillary liquor sales for on-site consumption in the M – Manufacturing zoning district at 975 Nimco Drive Unit D with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Angelo Douros, date signed 10/8/2021, received 10/08/2021)
 - B. Alcohol Operations Plan (Angelo Douros, received 10/11/2021)
 - C. Floor Plan, as approved per Ordinance No. 7545 (Douros, received 04/08/2019)
2. This Special Use Permit replaces the previously approved Alternative Use Permit (Ordinance No. 7545) set to expire on May 21, 2022.
3. The Special Use Permit is approved for the existing axe throwing lounge only and only as illustrated on the attached plans. Any expansion of the use would require review and amendment of this Special Use Permit.
4. The petition is subject to review by the Building Division and McHenry County Health Department. The petitioner must address all of the review comments and requirements of the Community Development Department and McHenry County Health Department.

Mr. Jouron seconded the motion. On roll call, members Gronow, Jouron, Repholz, Skluzacek, Teetsov and Greenman voted aye. The motion passed 6-0.

REPORT FROM PLANNING

Ms. Maxwell provided an update on the items approved by City Council and the items scheduled for the next PZC meeting.

COMMENTS FROM THE COMMISSION

There were no comments from the Commission.

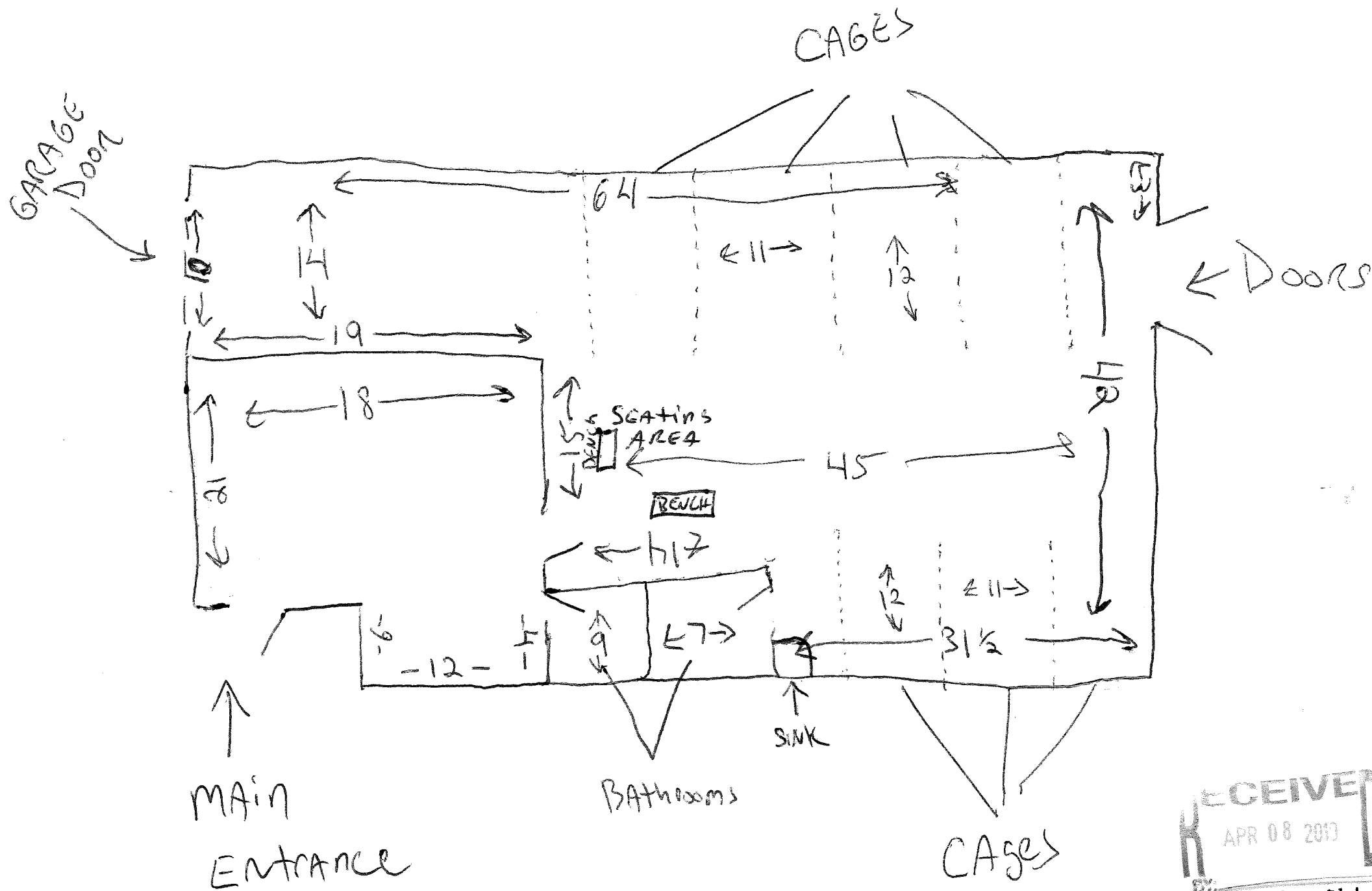
ADJOURNMENT

Mr. Gronow made a motion to adjourn the meeting. Mr. Jouron seconded the motion. On voice vote, all members voted aye. The meeting was adjourned at 8:14 p.m.

To whom it may concern,

In regards to Spartan Axe Throwing alcohol service, we intend on offering a very limited menu. Only beer and wine. We will be following the Illinois alcohol consumption policy, only allowing up to 3 beverages per hour. Customers will be able to purchase a beverage and consume while they are participating (but not while in the lane). Anyone not adhering to our guidelines and standards will not be allowed to participate. There are a number of similar businesses that also offer alcohol on site. A few actually offer a full bar. Here is a list of some:

- Spartan Axe Throwing (East Dundee, IL)
- Master Axe Throwing (Bolingbrook, IL)
- Axe Factor Throwing (Plainfield, IL)
- Kanya Axe Throwing (Chicago, IL)
- BATL Axe Throwing (Chicago, IL)
- Gone Axe Throwing (Peoria, IL)
- Rocket Axe Throwing - Gill St. Sports Bar (Bloomington, IL)
- The Axe Bar (Champaign, IL)
- Accelerate Axe Throwing (Moneka, IL)
- Deadeye Dicks Axe Throwing and Bullseye Bar (Fort Wayne, IN)
- Bullseye Axe Throwing and Darts inside Mitchell's Sports & Neighborhood Grill (Fort Wayne, IN)
- NorthSouth Club (Milwaukee, WI)
- Asgard Axe Throwing (Wisconsin Dells, WI)
- Lumbar Axe (Waukesha, WI)
- AXE MKE (Milwaukee, WI)



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Agenda Item No: 12

City Council Agenda Supplement

Meeting Date:

November 2, 2021

Item:

City Code Amendment to Increase the Number of Class 14 Liquor Licenses – Applicant: Spartan Axe Throwing Inc., d/b/a Spartan Axe Throwing, located at 975 Nimco Drive, Unit D

Staff Recommendation:

Motion to adopt an Ordinance increasing the number of Class 14 liquor licenses from the currently permitted 5 licenses to 6 licenses, in order to allow for the issuance of a new Class 14 liquor license to Spartan Axe Throwing Inc., d/b/a Spartan Axe Throwing, located at 975 Nimco Drive, Unit D.

Staff Contact:

Eric T. Helm, Deputy City Manager
Melanie Nebel, Executive Assistant

Background:

Spartan Axe Throwing Inc., d/b/a Spartan Axe Throwing, located at 975 Nimco Drive, Unit D, is requesting the creation of a Class 14 liquor license to allow for the retail sale of beer and wine for consumption only on the premises specified.

The approval of the liquor license is contingent on the approval of a Special Use Permit (SUP) to allow an “All Other Amusement and Recreation Use” with the sale of alcohol as an ancillary condition. The Planning and Zoning Commission has recommended approval of the request, and this item appears earlier on the agenda for the City Council’s consideration.

The petitioner would offer beer and wine only, with a maximum of three drinks per hour. Patrons will purchase packaged alcohol (beer and wine) from staff in a designated area to be consumed in the main area of the establishment while participating, but alcohol will not be allowed in the throwing lanes. There will not be a full bar. For the City Council’s information, there are axe throwing businesses that allow alcohol as part of their operations in Naperville, Aurora, Lombard and other locations.

The Class 14 license authorizes the retail sale of beer and wine for consumption only on the premises specified in the license where sold 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 noon on Sunday and 1:00 a.m. on Monday.

The annual fee for the license is \$1,000.00.

The applicant has paid the application fee, submitted paperwork for application and licensing, and completed a background check.

The following conditions must be met prior to the license being issued:

- Payment of prorated license fee
- Proof of Liquor Liability Insurance
- Surety Bond in the amount of \$1,000 to the City of Crystal Lake
- Proof of ownership or lease.

The following establishments currently hold Class 14 Liquor Licenses.

<u>Name</u>	<u>Address</u>	<u>Zoning</u>
Asian Buffet and Grill	18 Crystal Lake Plaza	“B-2 PUD”
Chuck E Cheese	4725 Northwest Highway (Rose Plaza)	“B-2”
Portillo’s	855 Cog Circle (Archway East)	“B-2 PUD”
McHenry County College	8900 Northwest Hwy	“W”
Urban Air Crystal Lake	220 Exchange Drive, Suite F	“M”

The attached Ordinance approves an increase in the number of Class 14 liquor licenses in order to allow Spartan Axe Throwing Inc., d/b/a Spartan Axe Throwing, located at 975 Nimco Drive, Unit D to allow the retail sale of beer and wine for consumption only on the premises specified.

Votes Required to Pass:

Simple majority



The City of Crystal Lake

**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 as follows:

1. Class 14 License shall be increased from 5 to 6.

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

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

DATED at Crystal Lake, Illinois, this 2nd day of November, 2021.

City of Crystal Lake, an
Illinois municipal corporation

Haig Haleblian, MAYOR

SEAL

ATTEST

Nick Kachiroubas, CITY CLERK

PASSED: November 2, 2021
APPROVED: November 2, 2021



Agenda Item No: 13

**City Council
Agenda Supplement**

Meeting Date: November 2, 2021

Item: City Code Amendment to Increase the Number of Class 24 Liquor Licenses – Applicant: TDRR Ventures LLC, d/b/a Benedict’s La Strata, located at 40 N. Williams Street

Staff Recommendation: Motion to adopt an Ordinance increasing the number of Class 24 liquor licenses from the currently permitted 0 licenses to 1 license, in order to allow for the issuance of a new Class 24 liquor license to TDRR Ventures LLC, d/b/a Benedict’s La Strata, located at 40 N. Williams Street

Staff Contact: Eric T. Helm, Deputy City Manager
Melanie Nebel, Executive Assistant

Background: TDRR Ventures LLC, d/b/a Benedict’s La Strata, located at 40 N. Williams Street is purchasing Benedict’s La Strata. As licenses are not transferable, a new liquor license is required.

TDRR Ventures LLC, d/b/a Benedict’s La Strata has requested a new Class 24 Liquor License to continue to operate at the current location under a new license. The former owner of Benedict’s La Strata will surrender their old liquor license, and the number of allowable Class 24 liquor licenses will be automatically reduced by one to 0.

The Class 24 license authorizes the retail sale, on the premises specified, of alcoholic liquor, for consumption, on the premises between the hours of 7:00 a.m. and 12:00 midnight Sunday, Monday, Tuesday, Wednesday, Thursday, Friday and Saturday. A Class A type restaurant may be located on the premises. For the purposes of this license, premises shall include not only the interior of any building or structure but also an open unroofed area immediately contiguous to the building or structure where alcoholic beverages are served or consumed.

The annual fee for such a license shall be \$1,950.00.

Current Class 24 License Holders:

<u>Name</u>	<u>Address</u>	<u>Zoning</u>
Benedict’s La Strata (former owner)	40 N. Williams Street	“B-4”

The applicant has submitted all of the necessary paperwork. Fingerprint/background searches are pending.

The following conditions must be met prior to the license being issued:

- Background Check Completion
- Proof of Ownership or Lease
- Surety Bond in the amount of \$1,000 payable to the City of Crystal Lake
- Proof of Liquor Liability Insurance
- Payment of Prorated License Fee
- Certificate of Occupancy

The attached Ordinance approves an increase in the number of Class 24 liquor licenses in order to allow the new owner, TDRR Ventures LLC, d/b/a Benedict's La Strata, to continue to operate under a new license. This Ordinance is expressly made subject to the voluntary surrender of the existing liquor license by the former owner of Benedict's La Strata.

Votes Required to Pass:

Simple majority



The City of Crystal Lake

**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 as follows:

Immediately upon the surrendering of the Class 24 Liquor License issued to Benedict's La Strata, the number of Class 24 Liquor Licenses shall be increased from 0 to 1.

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

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

DATED at Crystal Lake, Illinois, this 2nd day of November, 2021.

City of Crystal Lake, an
Illinois municipal corporation

Haig Haleblian, MAYOR

SEAL

ATTEST

Nick Kachiroubas, CITY CLERK

PASSED: November 2, 2021
APPROVED: November 2, 2021



Agenda Item No: 14

City Council Agenda Supplement

Meeting Date: November 2, 2021

Item: Referral of a Text Amendment of the Unified Development Ordinance (UDO) to allow Cannabis Dispensary, and all other Cannabis Business Establishments such as craft growers, cultivation centers, infusers/processors and transporters, and Medical Cannabis uses as Limited Uses along with reducing the buffer requirements to the Planning and Zoning Commission.

Recommendation: Motion to refer the UDO Text Amendment to the November 17, 2021 Planning and Zoning Commission meeting for review and recommendation.

Staff Contact: Kathryn Cowlin, Director of Community Development
Elizabeth Maxwell, City Planner

Background:

- The City Council adopted an Ordinance on October 1, 2019, which allowed a Cannabis Dispensary as a Special Use in the B-2 zoning district. During those discussions, it was stated that the City would reevaluate other Cannabis Business Establishments after one year.
- The City Council adopted an Ordinance on May 19, 2020, which added a review criterion for cannabis dispensaries that limited the maximum number of cannabis dispensaries operating within the City at one time to two.
- The City Council adopted an Ordinance on January 19, 2021, which allowed Cannabis Infuser/Processors, transporter, cultivation center and craft grower as a Special Use in the Manufacturing and Watershed zoning districts. The Ordinance also amended the requirements for medical cannabis uses to mirror the recreational cannabis uses.

Proposed Amendment:

- The proposed text amendment would allow Cannabis Dispensaries, Other Cannabis Business Establishments, Medical Cannabis Dispensaries and Medical Cannabis Cultivation Centers as a Limited Use with the City. Limited use Permits are reviewed and approved by City staff, as long as the review criteria can be met. If a criterion cannot be met, the petitioner would have the opportunity to request a Special Use Permit be reviewed by the Planning and Zoning Commission and City Council.

- The proposed text amendment would reduce the buffers for all cannabis uses from 500 feet to 250 feet.
- A review criterion limiting the number of permits for the Cannabis Dispensary could also be eliminated.
- Below are the proposed change to the Land Use Table and Limited Use criteria see strikethrough language below.

ARTICLE 2-300

P = Permitted Use L = Limited Use Permit S = Special Use Permit

	F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
Industrial	Cannabis Infuser/Processor													S L		2-400-77
	Cannabis Transporter													S L		2-400-77
Agricultural	Cultivation Center													S L	S L	2-400-77
	Craft Grower													S L	S L	2-400-77
Medical Facility	Medical Cannabis Cultivation Center													S L	S L	2-400-66
	Medical Cannabis Dispensary										S L					2-400-67
Miscellaneous Store Retail	Cannabis Dispensary										S L					2-400-76

ARTICLE 2-400 C

66. Medical cannabis cultivation centers. All medical cannabis cultivation centers must comply with the following standards:

[Added 6-17-2014 by Ord. No. 7038]

- Minimum distance from protected uses: No medical cannabis cultivation center shall be established, maintained or operated on any lot that has a property line with ~~2,500~~ 250 feet of the property line of a preexisting public or private preschool or elementary or secondary school or day-care center, day-care home, group day-care home, part-day child-care facility, or an area zoned for residential use.
- Measurement: ~~For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the~~

~~property line of the lot on which an applicable cultivation center is located to the nearest point on a property line of any protected use (as defined in Section 2-400C-66a above). For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property of the lot on which an applicable medical cannabis cultivation center is located to the nearest point on a property line of any protected use. For occupancy purposes, if a portion of the buffer touches the property, it does not exclude the entire property. If a portion of the building is in the buffer, the entire building would be considered in the buffer and not eligible (as defined in Section 2-400C-66a above).~~

(No changes to criteria c-k)

67. Medical cannabis dispensary. All cannabis dispensaries must comply with the following standards:

[Added 6-17-2014 by Ord. No. 7038; amended 1-19-2021 by Ord. No. 7691]

- a. Minimum required buffer from protected uses:
 - i. A medical cannabis dispensary may not be located within ~~500~~ 250 feet of the property line of a preexisting public or private nursery school, preschool, primary or secondary school, day-care center, or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this section.
 - ii. A medical cannabis dispensary may not be located within ~~500~~ 250 feet of the property line of an existing religious establishment, parks and open space, library, or recovery home.
 - iii. A medical cannabis dispensary may not be located within 250 feet of residentially zoned property.
 - iv. For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property of the lot on which an applicable medical cannabis dispensary is located to the nearest point on a property line of any protected use. For occupancy purposes, if a portion of the buffer touches the property, it does not exclude the entire property. If a portion of the building is in the buffer, the entire building would be considered in the buffer and not eligible.
 - v. Summary of buffer requirements:

Use	Required Buffer (feet)
Schools	500 250
Childcare	500 250
Religious establishment	500 250
Residentially zoned property	250
Parks and open space	500 250
Library	500 250
Recovery home	500 250

(No changes to criteria b-j)

76. Cannabis Dispensary. All cannabis dispensaries must comply with the following standards:

[Added 10-1-2019 by Ord No. 7576]

a. Minimum required buffer from protected uses:

- (i) A Cannabis Dispensary may not be located within ~~500~~ 250 feet of the property line of a pre-existing public or private nursery school, preschool, primary or secondary school, day care center, or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this Section.
- (ii) A Cannabis Dispensary may not be located within ~~500~~ 250 feet of the property line of an existing religious establishment, parks and open space, library, or recovery home.
- (iii) A Cannabis Dispensary may not be located within 250 feet of residentially zoned property.
- (iv) For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property of the lot on which an applicable Cannabis Dispensary is located to the nearest point on a property line of any protected use. For occupancy purposes, if a portion of the buffer touches the property, it does not exclude the entire property. If a portion of the building is in the buffer, the entire building would be considered in the buffer and not eligible.

(v) Summary of Buffer Requirements:

Use	Required Buffer (feet)
Schools	500 250
Childcare	500 250
Religious establishment	500 250
Residentially zoned property	250
Parks and open space	500 250
Library	500 250
Recovery home	500 250

(No changes to criteria b-j)

~~k—Maximum number of cannabis dispensaries: Not more than two cannabis dispensaries shall be authorized to operate within the City at any one time.~~

~~[Added 5-19-2020 by Ord. No. 7621]~~

77. Other cannabis business establishments. All cannabis business establishments other than a cannabis dispensary must comply with the following standards:

[Added 1-19-2021 by Ord. No. 7691]

- a. All activity must take place within an enclosed building including, but not limited to, growing, harvesting, processing, storage, loading and unloading, and product packaging

- b. Emission of dust, fumes, vapors, or odors in a manner that impacts neighboring premises or properties or any public property or right-of-way shall be prohibited. To the extent necessary, mechanical equipment shall be installed to eliminate odor leaving the building.
- c. Minimum required buffer from protected uses:
 - i. The cannabis business establishment may not be located within ~~500~~ 250 feet of the property line of a preexisting public or private nursery school, preschool, primary or secondary school, day-care center, or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this section.
 - ii. The cannabis business establishment may not be located within ~~500~~ 250 feet of the property line of an existing religious establishment, parks and open space, library, or recovery home.
 - iii. The cannabis business establishment may not be located within ~~500~~ 250 feet of residentially zoned property.
 - iv. For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property of the lot on which an applicable other cannabis business establishment is located to the nearest point on a property line of any protected use. For occupancy purposes, if a portion of the buffer touches the property, it does not exclude the entire property. If a portion of the building is in the buffer, the entire building would be considered in the buffer and not eligible.
 - v. Summary of buffer requirements:

Use	Required Buffer (feet)
Schools	500 250
Childcare	500 250
Religious establishment	500 250
Residentially zoned property	500 250
Parks and open space	500 250
Library	500 250
Recovery home	500 250

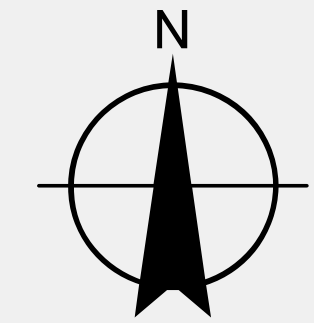
(No changes to criteria d-g)

Votes Required to Pass: A simple majority.

Cannabis Buffer Map

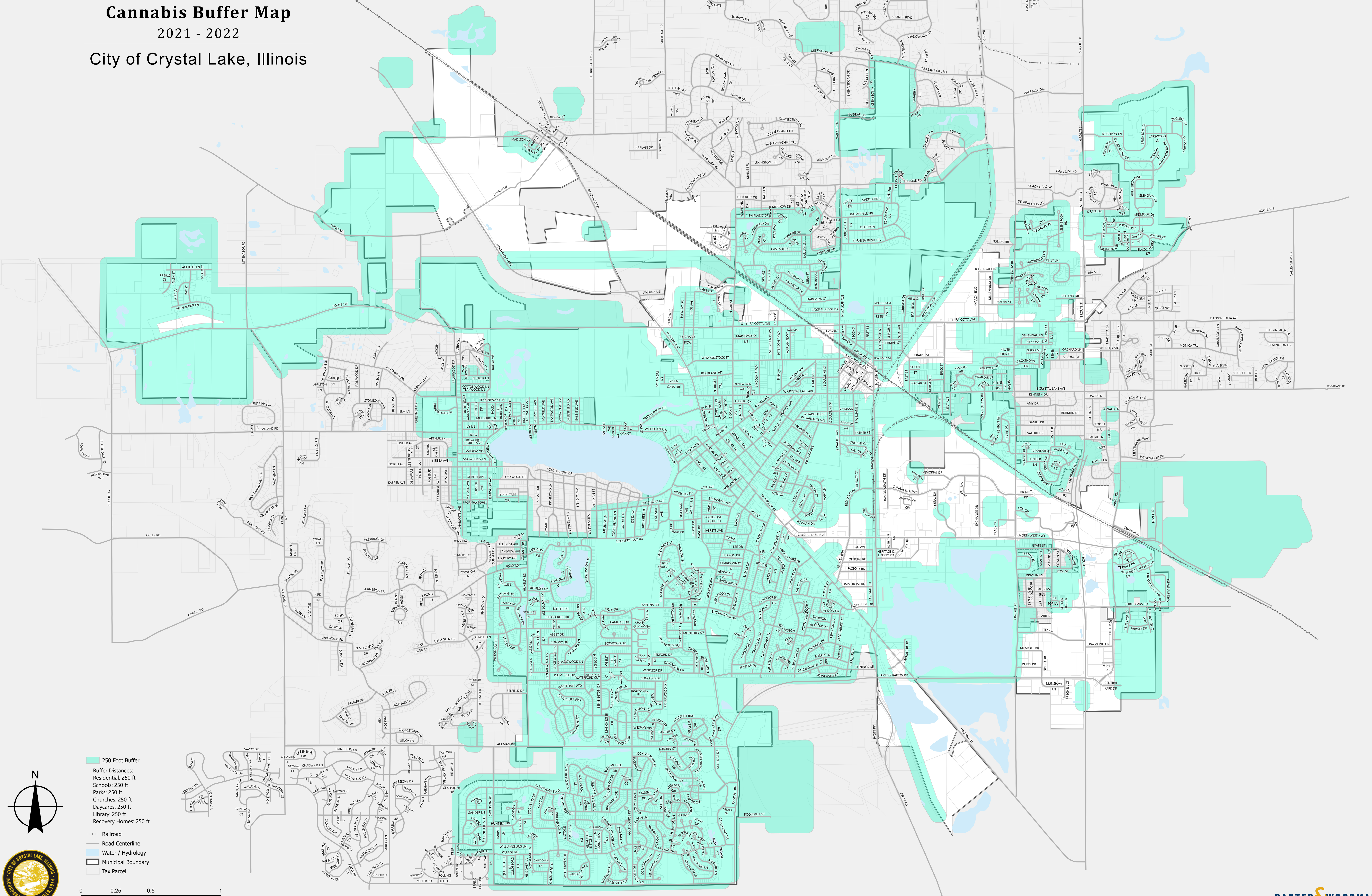
2021 - 2022

City of Crystal Lake, Illinois



- 250 Foot Buffer
- Buffer Distances:
 - Residential: 250 ft
 - Schools: 250 ft
 - Parks: 250 ft
 - Churches: 250 ft
 - Daycares: 250 ft
 - Library: 250 ft
 - Recovery Homes: 250 ft
- Railroad
- Road Centerline
- Water / Hydrology
- Municipal Boundary
- Tax Parcel

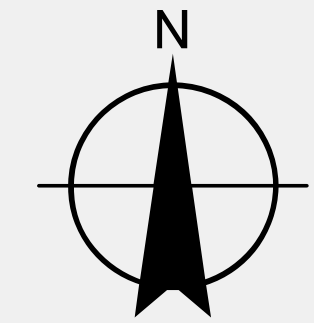
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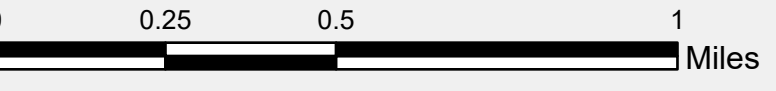
Cannabis Buffer Map

2021 - 2022

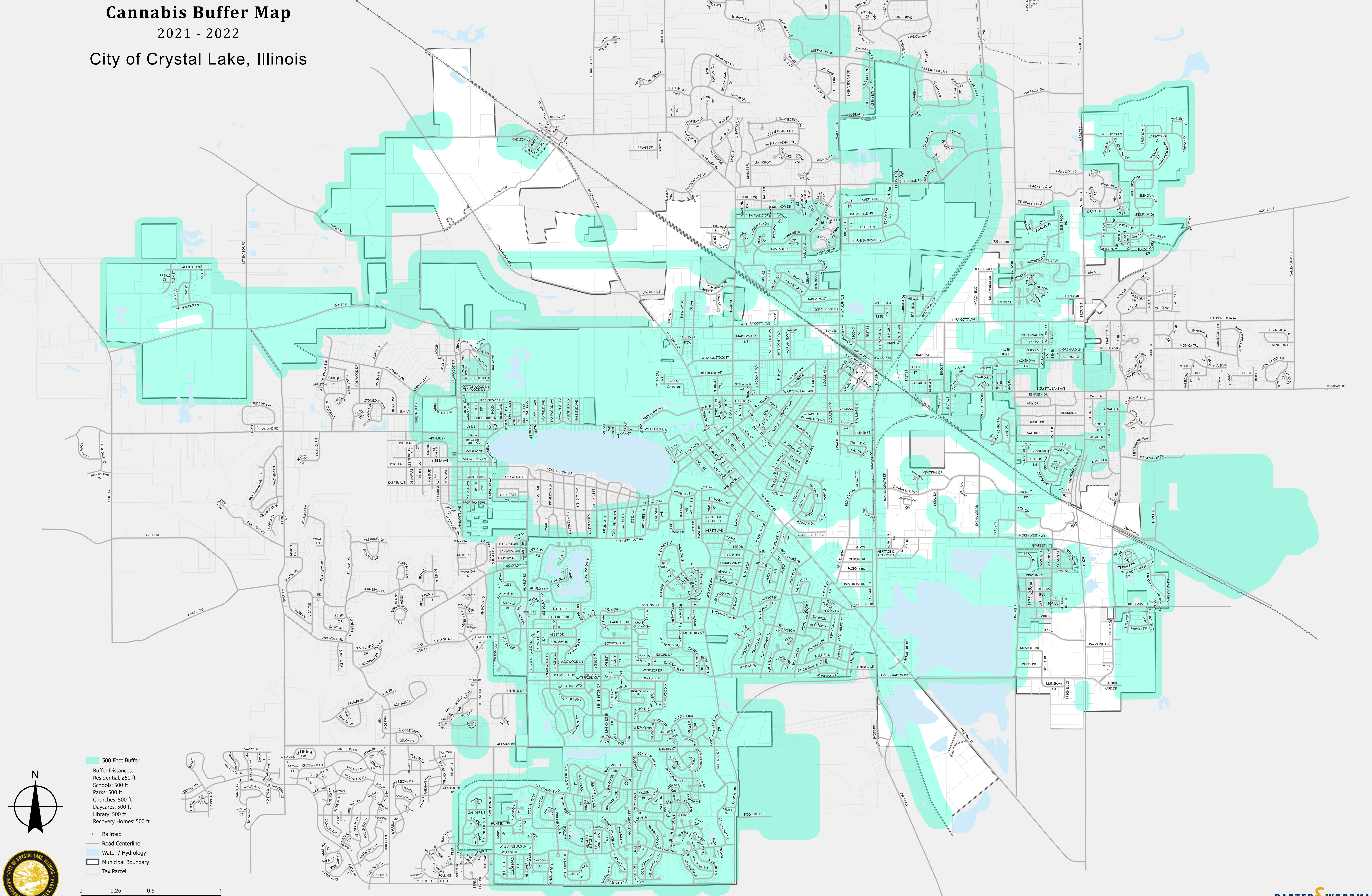
City of Crystal Lake, Illinois



- 500 Foot Buffer
- Buffer Distances:
 - Residential: 250 ft
 - Schools: 500 ft
 - Parks: 500 ft
 - Churches: 500 ft
 - Daycares: 500 ft
 - Library: 500 ft
 - Recovery Homes: 500 ft
- Railroad
- Road Centerline
- Water / Hydrology
- Municipal Boundary
- Tax Parcel



Source(s): City of Crystal Lake, IL, McHenry County GIS (2019)





Agenda Item No: 15

City Council Agenda Supplement

Meeting Date:

November 2, 2021

Item:

Bid Award- Pine Street and Oriole Trail Home Demolition and Grading Project

Staff Recommendation:

Motion to adopt a Resolution awarding the contract for the Pine Street and Oriole Trail Home Demolition and Grading project to the lowest responsive and responsible bidder, Gaylor Excavating, Inc., in the amount bid, execute change orders for up to 10% of the contract amount, and approve warranted completion date change orders relating to the contract.

Staff Contact:

Michael Magnuson, P.E., Director of Public Works and Engineering

Background:

The City's Stormwater Solutions initiative included the Pine Street/Oriole Trail/Crystal Lake Avenue area as a result of repetitive flooding in homes, sheds and yards in this neighborhood. This low pocketed area has no natural outlet and the fully developed nature of the neighborhood (no vacant land) makes it difficult and not cost effective to implement a traditional storm sewer and detention improvement. It is more economical to voluntarily acquire and demolish the homes experiencing repetitive flooding.

Through the Illinois Department of Natural Resources, Office of Water Resources (IDNR/OWR) Flood Mitigation Program, the City received a \$1,268,803 grant to fund the voluntary acquisition and subsequent demolition of five residences in the Pine Street/Oriole Trail/Crystal Lake Avenue area. In addition to alleviating the flooding of these homes, this project will provide the auxiliary benefits of additional stormwater storage capacity on the vacated parcels in an area where there are no stormwater detention facilities. It will also reduce the burden on City staff and resources expended responding to flooding events. The project is economically cost effective as demonstrated by a benefit-cost analysis required by the State grant.

Several public meetings have been held with the area residents of this project. There is support for the project. Residents along Oriole Trail requested that landscape screening (evergreens and shrubs) be added to the project. Currently, these residents look across the street at the homes to be demolished. Once the homes have been demolished, their view to the west will be the rear of the parking lots of the businesses along US Route 14 (Virginia Street). They have requested a row of

evergreens to be planted to screen the parking lots from view. This work would be funded by the City (not eligible for the grant).

Project Status

All five homes have been acquired. The remainder of the project consists of three phases:

1. Demolition of the five homes (including asbestos abatement) and grading to remove fill places as part of the home construction (fill). 100% of these costs are funded by the grant. Excess fill will be removed by Public Works.

2. Establishment of native vegetation in the depressional area and landscape screening. Native vegetation can survive being periodically inundated with water much better than typical turf grass. The cost of installing the native vegetation is covered 100% by the grant. The cost of the landscape screening (evergreens) will be funded by the City.

3. Maintenance and monitoring of the native vegetation for three (3) years after the project to ensure that the vegetation becomes established and healthy. Native vegetation (prairie plants and wildflowers) takes up to three years to thrive and become the dominant plant community. In the interim, there is a need for management of the area (remove invasive species). This maintenance and monitoring is not covered by the grant.

On October 8, 2021, the City of Crystal Lake publicly opened and read aloud the bids received for the Pine and Oriole Home Demolition and Grading project. A separate bid was opened for the ecological services. The following is a breakdown of the bids received:

Contractor	Total Bid Cost
√ Gaylor Excavating, Inc.	\$114,581.00
Dunleavy Construction	\$117,831.00*
Fowler Enterprises	\$153,060.00
Copenhaver Construction	\$154,405.00
Green Demolition	\$187,400.00
Continental Construction	\$290,700.00
Alpine Demolition	\$306,675.00

√ Indicates lowest responsive and responsible bidder

* Indicates incomplete bid

Total Project Costs

The City was awarded \$1,268,803 from the grant. The following summarizes the expended and anticipated costs:

Appraisals & Title Commitments	\$10,110.00
Soil Testing & Asbestos Analysis	\$8,849.00
Five Home Purchases	\$1,076,400.00
<i>Subtotal</i>	<i>\$1,095,359.00</i>
Home Demolition and Grading	\$114,581.00
Ecological Services – Grant Share	\$28,968.75
Total	\$1,238,908.75
<i>Grant Award</i>	<i>\$1,268,803.00</i>
<i>Amount Remaining</i>	<i>\$29,894.25</i>
Ecological Services and screening – City Share	\$18,600.00

Recommendation

This contract is being presented pursuant to a competitive bidding process. Under such process, the contract is to be awarded to the “lowest responsive and responsible bidder.” The lowest responsive and responsible bidder is the contractor: (i) whose bid substantially conforms to the material provisions of the bid specifications, (ii) who demonstrates the financial capacity and ability to undertake and complete the project in question in accordance with bid specifications, and (iii) whose bid price is lowest among the responsive and responsible bidders. Selecting a contractor on bases not set forth in the bid specifications can lead to challenges to the City’s award.

The Public Works Department has reviewed the bids received for completeness and accuracy in accordance with the invitation to bid document. Staff recommends that the contract for Pine and Oriole Home Demolition and Grading project be awarded to the lowest responsive and responsible bidder, Gaylor Excavating, Inc. in the amounts bid.

Funding is available in the FY2021/2022 Capital Budget.

Votes Required to Pass:

Simple majority



RESOLUTION

WHEREAS the CITY OF CRYSTAL LAKE is desirous of implementing stormwater management improvements in the vicinity of Pine Street/Oriole Trail/Crystal Lake Avenue; and

WHEREAS the CITY received and publicly opened bids for Pine Street and Oriole Trail Home Demolition and Grading project on October 8, 2021; and

WHEREAS the lowest responsive and responsible bidder is Gaylor Excavating, Inc., Ringwood, Illinois

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the foregoing recitals are repeated and incorporated as though fully set forth herein; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute a contract between the CITY OF CRYSTAL LAKE and Gaylor Excavating, Inc. for the Pine Street and Oriole Trail Home Demolition and Grading project in the amount bid; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute change orders for up to 10% of the contract amount and to approve warranted completion date change orders relating to the contract.

DATED this 2nd day of November, 2021.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
Haig Haleblian, MAYOR

SEAL

ATTEST

Nick Kachiroubas, CITY CLERK

PASSED: November 2, 2021

APPROVED: November 2, 2021

Draft



Agenda Item No: 16

**City Council
Agenda Supplement**

Meeting Date:

November 2, 2021

Item:

Bid Award – Pine Street and Oriole Trail Ecological Services

Staff Recommendation:

Motion to adopt a Resolution awarding the contract for the Pine Street and Oriole Trail Ecological Services project to the lowest responsive and responsible bidder, Baxter and Woodman Natural Resources, LLC, in the amount bid, execute change orders for up to 10% of the contract amount, and approve warranted completion date change orders relating to the contract.

Staff Contact:

Michael Magnuson, P.E., Director of Public Works and Engineering
Abigail Wilgreen, PE, CFM, City Engineer

Background:

The City's Stormwater Solutions initiative included the Pine Street/Oriole Trail/Crystal Lake Avenue area as a result of repetitive flooding in homes, sheds and yards in this neighborhood. This low pocketed area has no natural outlet and the fully developed nature of the neighborhood (no vacant land) makes it difficult and not cost effective to implement a traditional storm sewer and detention improvement. It is more economical to voluntarily acquire and demolish the homes experiencing repetitive flooding.

Through the Illinois Department of Natural Resources, Office of Water Resources (IDNR/OWR) Flood Mitigation Program, the City received a \$1,268,803 grant to fund the voluntary acquisition and subsequent demolition of five residences in the Pine Street/Oriole Trail/Crystal Lake Avenue area. In addition to alleviating the flooding of these homes, this project will provide the auxiliary benefits of additional stormwater storage capacity on the vacated parcels in an area where there are no stormwater detention facilities. It will also reduce the burden on City staff and resources expended responding to flooding events. The project is economically cost effective as demonstrated by a benefit-cost analysis required by the State grant.

Several public meetings have been held with the area residents of this project. There is support for the project. Residents along Oriole Trail requested that landscape screening (evergreens) be added to the project. Currently, these residents look across the street at the homes to be demolished. Once

the homes have been demolished, their view to the west will be the rear of the parking lots of the businesses along US Route 14 (Virginia Street). They have requested a row of evergreens to be planted to screen the parking lots from view. This work would be funded by the City (not eligible for the grant).

Project Status

All five homes have been acquired. The remainder of the project consists of three phases:

1. Demolition of the five homes and grading to remove fill places as part of the home construction (fill). 100% of these costs are funded by the grant.
2. Establishment of native vegetation in the depressional area and landscape screening. Native vegetation can survive being periodically inundated with water much better than typical turf grass. The cost of installing the native vegetation is covered 100% by the grant. The cost of the landscape screening (evergreens) will be funded by the City.
3. Maintenance and monitoring of the native vegetation for three (3) years after the project to ensure that the vegetation becomes established and healthy. Native vegetation (prairie plants and wildflowers) takes up to three years to thrive and become the dominant plant community. In the interim, there is a need for management of the area (remove invasive species). This maintenance and monitoring is not covered by the grant.

On October 8, 2021, the City of Crystal Lake publicly opened and read aloud the bids received for the Pine and Oriole Ecological Services project. A separate bid was opened for the home demolition and grading. The following is a breakdown of the bids received:

Contractor	Total Bid Cost
√ Baxter and Woodman Natural Resources LLC	\$47,568.75
RES Great Lakes	\$52,646.95
McGinty Bros	\$58,781.65*
ENCAP, Inc.	\$64,503.40
Davey Resource Group	\$78,756.85
Copenhaver Construction	\$96,775.00

√ Indicates lowest responsive and responsible bidder

* Indicates incomplete bid

The ecological contractor will plant the native plantings in the low-pocket area behind the homes. The contractor will also provide maintenance and monitoring of the detention area for three-years which is the amount of time it takes for a rain garden to establish. The existing parkway area will remain turf grass and the perimeter of the low-pocket area will also be turf grass to provide a walking path for the area residents (see attached plan).

Total Project Costs

The City was awarded \$1,268,803 from the grant. The following summarizes the costs:

Appraisals & Title Commitments	\$10,110.00
Soil Testing & Asbestos Analysis	\$8,849.00
Five Home Purchases	\$1,076,400.00
<i>Subtotal</i>	<i>\$1,095,359.00</i>
Home Demolition and Grading	\$114,581.00
Ecological Services – Grant Share	\$28,968.75
Total	\$1,238,908.75
<i>Grant Award</i>	<i>\$1,268,803.00</i>
<i>Amount Remaining</i>	<i>\$29,894.25</i>
Ecological Services and screening) – City Share	\$18,600.00

Recommendation

This contract is being presented pursuant to a competitive bidding process. Under such process, the contract is to be awarded to the “lowest responsive and responsible bidder.” The lowest responsive and responsible bidder is the contractor: (i) whose bid substantially conforms to the material provisions of the bid specifications, (ii) who demonstrates the financial capacity and ability to undertake and complete the project in question in accordance with bid specifications, and (iii) whose bid price is lowest among the responsive and responsible bidders. Selecting a contractor on bases not set forth in the bid specifications can lead to challenges to the City’s award.

The Public Works Department has reviewed the bids received for completeness and accuracy in accordance with the invitation to bid document. Staff recommends that the contract for Pine and Oriole Home Ecological Services project be awarded to the lowest responsive and responsible bidder, Baxter and Woodman Natural Resources LLC in the amounts bid.

Funding is available in the FY2021/2022 Capital budget.

Votes Required to Pass:

Simple majority



RESOLUTION

WHEREAS the CITY OF CRYSTAL LAKE is desirous of implementing stormwater management improvements in the vicinity of Pine Street/Oriole Trail/Crystal Lake Avenue; and

WHEREAS the CITY received and publicly opened bids for Pine Street and Oriole Trail Ecological Services project on October 8, 2021; and

WHEREAS the lowest responsive and responsible bidder is Baxter and Woodman Natural Resources LLC, Crystal Lake, IL.

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the foregoing recitals are repeated and incorporated as though fully set forth herein; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute a contract between the CITY OF CRYSTAL LAKE and Baxter and Woodman Natural Resources LLC for the Pine Street and Oriole Trail Ecological Services project in the amount bid; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute change orders for up to 10% of the contract amount and to approve warranted completion date change orders relating to the contract.

DATED this 2nd day of November, 2021.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
Haig Haleblian, MAYOR

SEAL

ATTEST

Nick Kachiroubas, CITY CLERK

PASSED: November 2, 2021

APPROVED: November 2, 2021

Draft



Agenda Item No: 17 Revised

**City Council
Agenda Supplement**

Meeting Date:

November 2, 2021

Item:

Intergovernmental Agreement for the Acquisition and Transfer of the Crystal Lake Depot Train Station and Surrounding Property at 70-88 E. Woodstock Street

Staff Recommendation:

Motion to adopt a Resolution authorizing the City Manager to execute an Intergovernmental Agreement with the Commuter Rail Division of the Regional Transportation Authority (Metra) for the acquisition and transfer of the Crystal Lake Depot Train Station and surrounding property at 70-88 E. Woodstock Street, including an initial earnest payment of \$26,000.

Staff Contact:

Eric Helm, Deputy City Manager

Background:

The Union Pacific Railroad (UP) owns a 1.8 acre parcel in downtown Crystal Lake that includes the downtown train station, the depot parking lot, Depot Park and a portion of Veteran's park. Earlier this year, UP informed Metra of its desire to sell this property, and on September 30, 2021, Metra provided the City details regarding UP's intent to sell. Based on an agreement between UP and Metra, Metra has the right of first refusal to purchase this property. Metra does not desire to purchase the property, but offered to purchase the property on the City's behalf and transfer title of the property to the City.

If the City desires to purchase the property, Metra would require the City to sign an Intergovernmental Agreement for the Acquisition and Transfer of Real Estate (IGA) in substantially the form attached. The IGA would obligate the City to pay the purchase price of \$1,072,500, and conduct due diligence at its sole cost. Metra would accept, on behalf of the City, the terms and conditions of the Union Pacific Purchase Agreement. This agreement provides a due diligence/feasibility period and requires an earnest money deposit. Metra will ultimately convey to the City the right, title and interest in the property for ten dollars (\$10).

Recommendation:

Staff recommends a motion to approve an IGA with Metra in substantially the form attached to this supplement for the acquisition and transfer of the Crystal Lake Depot Train Station and surrounding property at 70-88 E. Woodstock Street. The City's legal counsel has reviewed the IGA and finds it generally acceptable, subject to some clarifications that are under review by Metra.

Following execution of the final IGA, the City will pay an initial earnest amount of \$26,000. The City will then have 365 days for a feasibility review period. The full purchase amount shall be due following the

completion of the feasibility review period. The City may choose to not pursue the purchase at any time during the review period, for any reason, and would receive a refund of the earnest amount.

The City's feasibility review will include environmental assessments, building and site assessments, a title search and identification of additional closing costs and fees. Once this information is acquired, City staff will present an Ordinance for City Council consideration for the ultimate purchase of the property.

Votes Required to Pass:

Simple majority.



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and he is hereby authorized and directed to execute an intergovernmental agreement with Metra providing for the acquisition and transfer of the Crystal Lake Depot Train Station and surrounding property at 70-88 E. Woodstock Street, as depicted in Exhibit A, including an initial earnest payment of \$26,000.

DATED this 2nd day of November, 2021.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By: _____
Haig, Haleblian, MAYOR

SEAL

ATTEST

Nick Kachiroubas, CITY CLERK

PASSED: November 2, 2021

APPROVED: November 2, 2021

EXHIBIT A:

Crystal Lake Depot Train Station and surrounding property at 70-88 E. Woodstock Street





Agenda Item No: 18

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	November 2, 2021
<u>Item:</u>	Presentation of Results of Pavement Management System Implementation: Chicago Metropolitan Agency for Planning (CMAP)
<u>Staff Recommendation:</u>	For Information Only
<u>Staff Contact:</u>	Michael Magnuson, P.E., Director of Public Works and Engineering

Background:

On February 16, 2021 the City Council adopted a resolution to participate in the Chicago Metropolitan Agency for Planning (CMAP) Pavement Management Program. The Pavement Management Program was no cost to the City and utilized a consultant, Applied Research Associates (ARA). ARA documented pavement conditions for all roads utilizing a laser survey of the pavement. Staff provided ARA past resurfacing and budget data and they utilized the PAVER software to model pavement deterioration over time and evaluate potential treatments and funding scenarios. The consultant then developed a recommended five-year pavement improvement program including various pavement preservation techniques.

The consultant completed the work and will be presenting the results. Staff is pleased to report that in general, the average pavement rating for the City is satisfactory (72.5 out of 100.) The other important conclusion is that the consistent funding of our resurfacing program over time has not resulted in a situation where a large future investment is needed. Staff is currently reviewing the results and recommendations and will propose any changes in the City's program as part of the upcoming budget.

The CMAP grant also includes the PAVER software. Staff will utilize the software going forward as a tool to assist in making decisions regarding the resurfacing and pavement preservation programs. The data will also tie into our Geographic Information System (GIS).

Recommendation

The presentation is for information purposes only.