



**#2022-36**  
**401 Country Club Road – SUP Amendment**  
**Project Review for Planning and Zoning Commission**

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<b><u>Meeting Date:</u></b>	March 16, 2022
<b><u>Request:</u></b>	Special Use Permit Amendment to allow community focused annual events for music venues for Dole Porch Music, Farmers Market, Music under the Trees, and the Listening Room outside music.
<b><u>Location:</u></b>	401 Country Club Road
<b><u>Acreage:</u></b>	Approximately 10 acres
<b><u>Existing Zoning:</u></b>	R-1 Single Family Residential
<b><u>Surrounding Properties:</u></b>	North: R-1 Single Family Residential South: R-1 Single Family Residential East: R-1 Single Family Residential West: R-1 Single Family Residential
<b><u>Staff Contact:</u></b>	Elizabeth Maxwell (815.356.3615)

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**Background:**

- In January of 2005, the City Council granted to Lakeside Legacy Foundation (“Lakeside”) a Special Use Permit for an Institutional Use for an art center at 401 Country Club Road.
- The Special Use Permit restricts uses on the property to those uses which are art focused including:
  - Visual Arts (painting, sculpting, print making, photography, graphic arts, ceramics)
  - Performing Arts (dance training, vocal, orchestra, instrument lessons, acting)
  - Horticulture Arts (gardening, classroom training, greenhouse, water features)
  - Culinary Arts (cooking instruction)
- The Special Use Permit also allows four annual fundraising events
  - March/April: Invitational Dinner at the Dole
  - June/July: Lakeside Festival and Gala Festival
  - September: Oktoberfest
  - December: Christmas at the Dole

- During the COVID-19 Pandemic, Lakeside held two new fundraisers, The Farmers Market and Music under the Trees. These events received Temporary Use Permits, per the requirements outlined in the current Special Use Permit. In an effort to allow these fundraisers to become annual community events, Lakeside is requesting an amendment to the Special Use Permit.
- The proposed amendment will allow Lakeside to conduct the following four additional fundraising events: Dole Porch Music, Farmers Market, Music under the Trees, and the Listening Room.
  - These events would feature music and would allow for the sale and consumption of alcohol by patrons. Lakeside is currently creating schedules for these events. Tentatively the schedules created so far are:
    - Music under the Trees every other Wednesday from 6:00 p.m. to 9:00 p.m.
    - Farmers Market every Sunday from Memorial Day until October 31<sup>st</sup> (except during Lakeside Fest) from 10:00 a.m. to 2:00 p.m.
  - Additional community events could also be hosted to benefit other non-profit organizations in the proposed designated outdoor areas. Examples of such events include:
    - Service League Ravinia style event June 4, 2022 (the first Saturday in June)
    - Dole Centennial event likely a Friday or Saturday in May
- The proposed end time for any event within these outdoor areas is 11:00 p.m.
- The additional proposed community events are fundraisers for Lakeside or other local not-for-profits. The petitioner has stated that they are not looking for approval to be a private banquet facility.

**Development Analysis:**

**General**

- **Request:** The petitioner is requesting an Amendment to the Special Use Permit for these new events.
- **Zoning:** The site is zoned R-1 Single Family. When this use was proposed Institutional Uses were allowed in the R-1 zoning district with a Special Use.
- **Land Use:** The land use map shows the area as Public/Semi-Public Urban Residential. This land use designation is appropriate for this use.

**Comprehensive Land Use Plan 2030 Vision Summary Review:**

The Comprehensive Plan designates the subject property as Public/Semi Public, which allows for existing and future public and private service providers. The following goals are applicable to this request:

Land Use – Public/Semi-Public

**Goal: Provide area for high quality public and semi-public facilities, such as schools, libraries, municipal facilities and private service providers, throughout the city to support the diverse and evolving needs of people in the city.**

This can be accomplished with the following supporting action:

**Supporting Action:** The City shall support the school districts, library, park district, neighboring municipalities, private service providers and other public and semi-public agencies.

**Success Indicators:** The number of zoning approvals for public/semi-public public projects.

**Findings of Fact:**

**SPECIAL USE PERMIT**

The petitioner has requested a Special Use Permit Amendment to allow a modification to the allowable uses and events held at the Lakeside Legacy Foundation. 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, it should be with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
  - A. Application (LeCoque, received 02/20/22)
  - B. Outdoor Event Map (Lakeside Legacy Foundation, undated, received 02/22/22)
2. The Special Use is granted for the uses listed in the Ordinance No. 5888 and through this amended request.
3. Music under the Trees, Farmers Market, Dole Porch and Listening Room designated outdoor event areas are hereby approved.
4. Amplified music cannot occur after 10:00 p.m. for the events due to the adjacent residential neighborhood.
5. Due to the neighborhood nature of the location, events within the three outdoor areas must end by 11:00 p.m.
6. Provide annual notification to the City of scheduled community events to be held in the outdoor areas by January 1<sup>st</sup> of each year, but in any event not less than sixty days prior to the event and include a site plan for staff to review the barrier, entrance and exiting setup.
7. Parking shall not overflow onto neighboring streets for these proposed community events.
8. The petitioner shall address all of the review comments and requirements of Community Development Department.

PIQ MAP  
401 Country Club Road



# 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 type="checkbox"/> Special Use Permit              |
| <input type="checkbox"/> Final PUD Amendment          | <input type="checkbox"/> Variation                       |
| <input type="checkbox"/> Final Plat of Subdivision    | <input checked="" type="checkbox"/> Other                |

### Petitioner Information

Name: Jay LeCoque \_\_\_\_\_

Address: 800 Country Club Road  
Crystal Lake, IL 60014  
\_\_\_\_\_

Phone: 312 860 5662 \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: jaylecoque@outlook.com \_\_\_\_\_

### Owner Information (if different)

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

### Property Information

Project Description: We are requesting to amend the original Lakeside approvals for new  
community focused annual events  
\_\_\_\_\_  
\_\_\_\_\_

Project Address/Location: The Dole, 401 Country Club Road, Crystal Lake, IL 60014  
aka Lakeside Legacy Foundation  
\_\_\_\_\_  
\_\_\_\_\_

PIN Number(s): \_\_\_\_\_

**Development Team**

Please include address, phone, fax and e-mail

**Developer:** \_\_\_\_\_

**Architect:** \_\_\_\_\_

**Attorney:** \_\_\_\_\_

**Engineer:** \_\_\_\_\_

**Landscape Architect:** \_\_\_\_\_

**Planner:** \_\_\_\_\_

**Surveyor:** \_\_\_\_\_

**Other:** \_\_\_\_\_

**Signatures**

\_\_\_\_\_  
**PETITIONER: Print and Sign name (if different from owner)** **Date**

**As owner of the property in question, I hereby authorize the seeking of the above requested action.**

Jay LeCoque  2/20/2022

\_\_\_\_\_  
**OWNER: Print and Sign name** **Date**

NOTE: If the property is held in trust, the trust officer must sign this petition as owner. In addition, the trust officer must provide a letter that names all beneficiaries of the trust.

PUBLIC NOTICE BEFORE THE PLANNING AND ZONING COMMISSION OF THE CITY  
OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

IN THE MATTER OF THE PETITION OF Jay LeCoque

LEGAL NOTICE

Notice is hereby given in compliance with the Unified Development Ordinance of the City of Crystal Lake, Illinois that a public hearing will be held before the Planning and Zoning Commission upon the application by Jay LeCoque representing Lakeside Legacy Foundation, for a Special Use Permit Amendment relating to the following described real estate commonly known as 401 Country Club Road, Crystal Lake, Illinois 60014, PIN: 19-06-451-004.

This application is filed for the purposes of seeking a Special Use Permit Amendment to amend the approval from Ordinance No. 5888 to allow community focused events including outdoor music performances for Music Under the Trees, the Listening Room, and the Dole Porch Music, the Farmer's Market and outdoor liquor sales and consumption, pursuant to Article 2 and Article 9. Plans for this project can be viewed at the City of Crystal Lake Community Development Department at City Hall.

A public hearing before the Planning and Zoning Commission for this request will be held at 7:00 p.m. on Wednesday March 16, 2022, at the Crystal Lake City Hall, 100 West Woodstock Street, at which time and place any person determining to be heard may be present.

Jeff Greenman, Chairperson Planning and Zoning Commission  
City of Crystal Lake

(Published in the Northwest Herald on February 28, 2022)1963369



STATE OF ILLINOIS

COUNTY OF MCHENRY

IN THE MATTER OF THE APPLICATION OF  
Jay LeCoque;

**AFFIDAVIT**

Jay LeCoque, being first duly sworn on oath deposes and states as follows:

- A. That a copy of the legal notice, concerning the hearing date for the above-mentioned Petitioner, was sent to each of the persons named on the attached list by regular mail notifying them of the hearing before the Planning and Zoning Commission on March 16, 2022, at 7:00 p.m., at the City of Crystal Lake City Hall, 100 West Woodstock Street in Crystal Lake, Illinois. Said notice was mailed to each of the below mentioned persons by regular mail on February 25<sup>th</sup>, 2022
- B. That the posting requirements of the Zoning Ordinance have been complied with by placing the customary public notice sign on the subject property on March 1<sup>st</sup>, 2022.



\_\_\_\_\_  
Jay LeCoque (Signature)

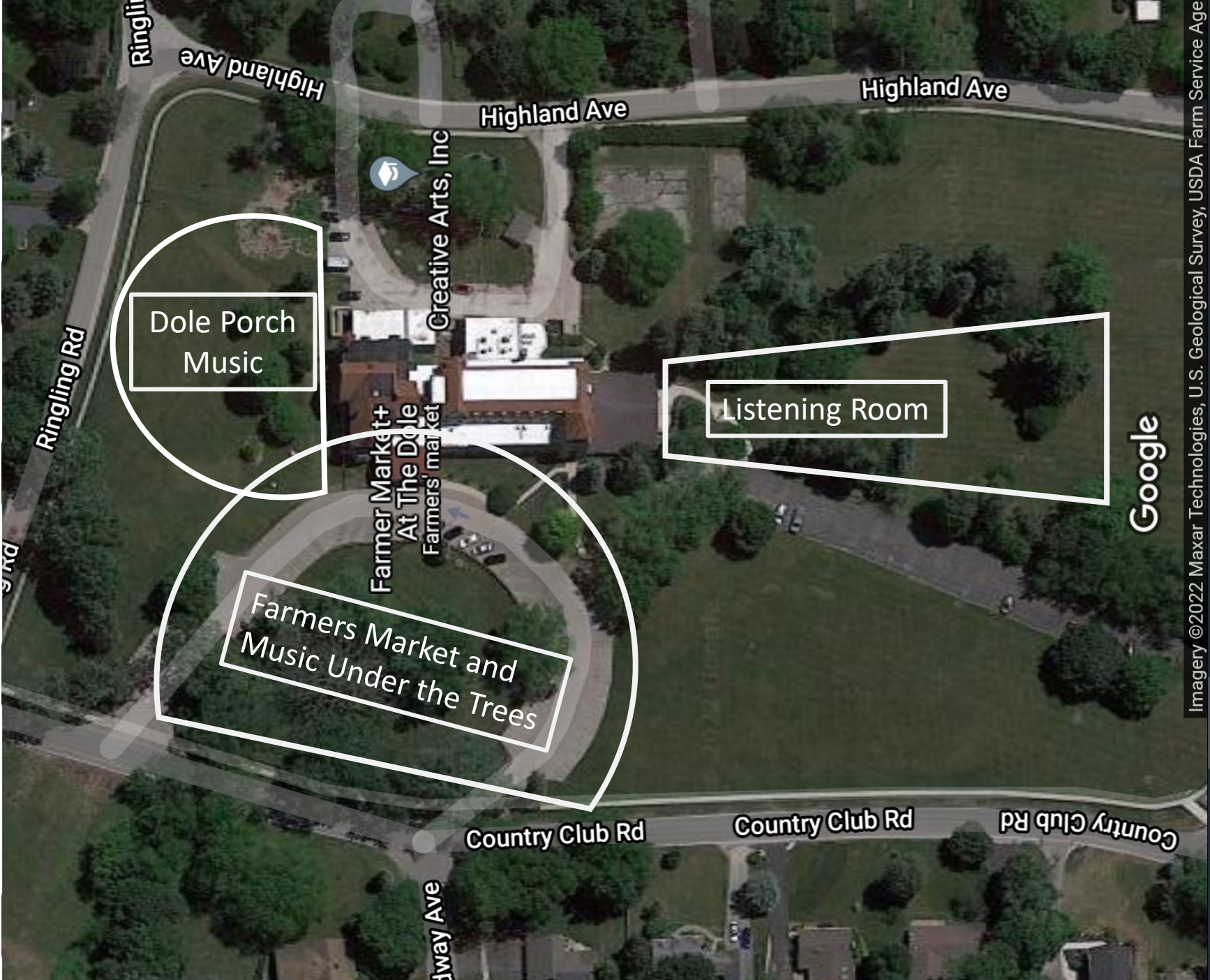
Subscribed and Sworn to me before

This 3 day of March, 2022



\_\_\_\_\_  
Notary Public





Dole Porch Music

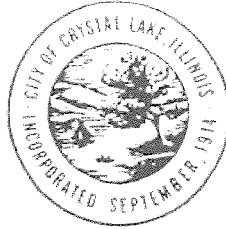
Farmers Market and Music Under the Trees

Listening Room

Imagery ©2022 Maxar Technologies, U.S. Geological Survey, USDA Farm Service Agency

Navigation icons for Microsoft Teams, Outlook, and Firefox.





AN ORDINANCE GRANTING A SPECIAL USE PERMIT  
AT 401 COUNTRY CLUB ROAD  
Dole Mansion and Lakeside Center

WHEREAS, pursuant to the terms of a Petition (File #2004-89) before the Crystal Lake Zoning Board of Appeals, the Petitioner has requested the issuance of a Special Use Permit for an Institutional Use for an art center for Lakeside Legacy located at 401 Country Club Road; 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.

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

Section I: That a Special Use Permit be issued to Lakeside Legacy to allow an Institutional Use for an art center for the property legally described as follows:

Part of the South Half of Section 6, Township 43 North, Range 8 East of the Third Principal Meridian, described as follows: beginning at the Northeast corner of Lot 11 in Block 6 in Country Club additions, a Subdivision of part of the South Half of Section 6, Township 43 North, Range 8 East of the Third Principal Meridian, according to the Plat thereof recorded November 8, 1923 as Document No. 61104 in Book 4 of Plats, page 109; thence South 2 degree 16 minutes West, 826 feet; thence North 76 degrees 23 minutes East, 44.58 feet; thence South 85 degrees 52 minutes 12 seconds East, 557.90 feet; thence North 0 degrees 51 minutes West, 923.20 feet; thence North 79 degrees 09 minutes West, 451.60 feet; thence South 35 degrees 41 minutes West, 188.40 feet, more or less, to the place of beginning (excepting roadways as shown on Plat of Subdivision described above), also know as Block "A" in said Country Club Additions, in McHenry County, Illinois.

commonly known as 401 Country Club Road, Crystal Lake, Illinois.

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

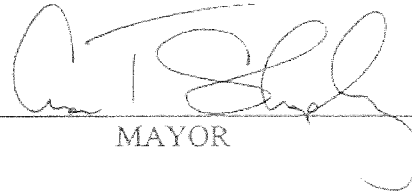
1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:

- A. Description of Proposed Use (received 12/13/04).
2. All paved parking stalls shall be striped for more efficient use of the parking areas.
  3. Traffic circulation on the site shall be clearly indicated.
  4. Landscape screening shall be provided for the parking areas within 5 years.
  5. A Temporary Use Permit shall be requested when required.
  6. The petitioner shall address all comments of the Building, Engineering and Utilities Departments.
  7. This Special Use Permit is limited to the current ownership.

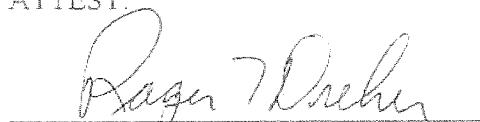
Section III: That the City Clerk be and is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the issuance of a Special Use Permit in accordance with the provisions of this Ordinance, as provided by law.

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

PASSED this 18th day of January, 2005.

  
MAYOR

ATTEST:

  
CITY CLERK

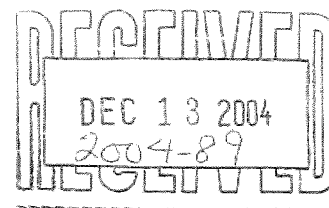
Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

The Lakeside Legacy Foundation is planning on attracting high-caliber arts education organizations into the complex. The complex includes both the Dole Mansion (circa 1885) and adjoining Lakeside Center (circa 1920's), breathing new life to the historic structure.

Activities may include the following classes and studio space activities:

Visual Arts:

- Painting
- Sculpture
- Ceramics
- Fiber Arts (weaving, etc.)
- Printmaking
- Photography
- Film making
- Computer graphic arts and animation



Performing Arts Training:

- Dance training (various forms)
- Voice & Chorus
- Orchestra
- Individual and group lessons in piano, woodwinds, brass, strings, etc.
- Acting – individual and group instruction
- Digital sound studio

Horticultural Arts:

- Gardening / outdoors
- Water fountains and water gardens
- Classroom training & workshops
- Greenhouse for growing plants

Culinary Arts:

- Cooking for individual and group instruction

The Lakeside Legacy Foundation plans to convert the first floor of the Dole Mansion (north side of the structure) into an arts gallery. The upstairs of the Dole will be office, classroom and studio space for administration, artists and art instruction.

Hours of operation for the complex will be weekdays from 6:30 a.m. – 9:30 p.m. Classes for our various arts tenants will begin as early as 7:30 a.m., and end at 9:30 p.m. However this will vary from tenant to tenant. For instance, one prospective tenant, the McHenry County Music Center, will utilize the building on weekdays 3-9 pm for instruction, Saturdays 8-3, and occasional Sundays from 10 – 5pm for recitals for both private and ensemble usage.

Depending on tenant schedules, staff will vary between 5 – 25 staff (office personnel, teachers/instructors, janitorial, volunteer, administrative personnel). Students and attendees will vary between 25 – 125 people for musical, visual arts, gardening, and culinary instruction.

The gallery hours will be:

Weekdays: 10:00 am – 8:00 pm

Weekends: 10:00 am – 5:00 pm

Annually, the Lakeside Legacy Foundation will also be hosting four annual fundraising events on the property:

- March/April: Invitational Dinner at the Dole, approximately 125 guests enjoy dinner at the Dole Mansion. This is a new planned fundraising event.
- June/July: Lakeside Festival and Gala Festival (outdoor mainly), an Independence Day celebration with music, local food vendors, carnival, games, and the Dole's arts gallery. This event attracts approximately 30,000 people annually, which runs over the last week of June and the first weekend of July.
- September: OktoberFest, a German festival welcoming approximately 10,000 people over one weekend in late September. German food, music, carnival rides, and the Northwest Area Arts Council's McHenry County Artists Showcase in the Dole Gallery.
- December: Christmas at the Dole, a Victorian-style Christmas event, attracting approximately 2,500 people over the weekend, with tree lighting by the Mayor, horse and carriage rides, visits with Santa and Mrs. Claus, musical entertainment, and an arts show in the Dole Gallery.