



CITY OF CRYSTAL LAKE

AGENDA

CITY COUNCIL REGULAR MEETING

**City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
June 15, 2010
7:30 p.m.**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Administration of Oaths of Office**
 - a. **Police Sergeant Steven P. Renje**
 - b. **Fire Rescue Lieutenants John Volenec and Richard Kaiser**
 - c. **Firefighter Paramedics Nathan Levek and Michael Hurley**
5. **Proclamation – Knaack Manufacturing 50th Anniversary**
6. **Approval of Minutes – June 1, 2010 Regular City Council Meeting**
7. **Accounts Payable**
8. **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.
9. **Mayor's Report**
10. **Council Reports**
11. **Consent Agenda**
 - a. **Metra Ridgefield Station Annexation Public Hearing Continuation**
 - b. **St. Elizabeth Ann Seton Church Request to Use City Property**
 - c. **Adoption of the June 2010 Prevailing Wage Resolution**
12. **Walgreens, 315 North Route 31 – City Code Amendment to increase the number of Class “15” liquor licenses.**
13. **Sunshine Taxi LLC– City Code Amendment to increase the number of taxicab business licenses.**
14. **Friendship House, 100 S. Main Street – Unified Development Ordinance Sign Variation request to install two banner signs.**
15. **Buy Buy Baby, 5540 Northwest Highway – Unified Development Ordinance Sign Variation request to install a limited duration sign.**

16. **Al & Joe's Delicatessen, southwest corner of Congress Parkway and Exchange Drive – Extension of the Special Use Permit approval.**
17. **Coleman of Crystal Lake, 7608 and 7614 Virginia Road – Minor Subdivision to shift a lot-line; variations from the minimum lot area requirement (for both lots); the minimum lot width requirement (for Lot 2); and the maximum permitted impervious surface coverage (for Lot 1) for the "B-2" General Commercial district; and deferral from the requirement to install sidewalks, parkway trees, street lighting and burial of aerial utilities.**
18. **520 Lake Street – Special Use Permit for a detached accessory structure greater than 600 square feet to allow a garage to be approximately 680 square feet.**
19. **340 Poplar Avenue – Variation from Article 7-200 of the Unified Development Ordinance to allow a second story addition to be as close as 11 feet from the property line, and variation from Article 7-300 B of the Unified Development Ordinance to allow the enlargement of a non-conformity.**
20. **Bid award and resolution authorizing execution of an agreement for Police Department uniform pricing.**
21. **Council Inquiries and Requests**
22. **Adjourn to Executive Session for the purpose of discussing matters of pending and probable litigation, the sale, purchase or lease of real property, collective bargaining, and personnel.**
23. **Reconvene to Regular Session.**
24. **Board , Committee and Commission Reappointments.**
25. **Adjourn**

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



Agenda Item No: 4

**City Council
Agenda Supplement**

Meeting Date: June 15, 2010

Item: Swearing In Ceremony for Newly Promoted Police Sergeant Steven P. Renje; for New Fire Rescue Lieutenants John Volenec and Richard Kaiser and for New Firefighter Paramedics Nathan Levek and Michael Hurley

Staff Contact: Ann Everhart, Director of Human Resources
David R. Linder, Chief of Police
James P. Moore, Chief of Fire Rescue

Background:

Mayor Shepley will be swearing in our newest Police Sergeant, Steven P. Renje, and two new Fire Rescue Lieutenants, John Volenec and Richard Kaiser, and our newest Firefighter Paramedics, Nathan Levek and Michael Hurley.

With a recent retirement, a promotional opportunity was created and has now been filled with our newest Sergeant, Steve Renje. Sgt. Renje has been a member of the Crystal Lake Police Department since November 5, 2001 and most recently served the department on the midnight shift.

Also to replace vacancies created by retirements, our new Fire Rescue Lieutenants are John Volenec, who has been with the City since July 29, 2002 and Richard Kaiser who has served our community since December 22, 1994. Lt. Volenec will be serving on the Red Shift and Lt. Kaiser will be the newest addition to the Black Shift.

Finally, the Fire Rescue Department is pleased to welcome Nathan Levek and Michael Hurley as Firefighter Paramedics. FFPM Levek comes to us from Plainfield, Illinois and FFPM Hurley has served our community as a Paid on Premise Firefighter Paramedic since June 26, 2007.

We are so pleased to have these fine gentlemen serve on our Police and Fire Rescue Departments. Congratulations!



Agenda Item No: 11a

**City Council
Agenda Supplement**

Meeting Date: June 15, 2010

Item: Metra Ridgefield Station Annexation Public Hearing Continuation
Metra, petitioner
Country Club Road at Prairie Drive

Recommendation: Motion to continue the petitioner's request to the August 3, 2010, City Council meeting for the Annexation Public Hearing.

Staff Contact: Michelle Rentzsch, Director of Planning & Economic Development

Background: The property in question is located in McHenry County, adjacent to the City's limits. Metra is proposing a commuter station and its associated parking lot to service this section of the county with commuter rail access. Metra is requesting annexation to the City, rezoning upon annexation and Preliminary PUD approval for their proposed project plan.

The petitioner respectfully requests that this matter be continued to the August 3, 2010, City Council meeting for the Annexation Public Hearing. The petitioner has been working with McHenry County to understand what road improvements will be required. Some additional time is requested to get this information finalized.

City staff has notified Ridgefield property owners about the continuation request.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 11b

**City Council
Agenda Supplement**

Meeting Date: June 15, 2010

Item: St. Elizabeth Ann Seton Church Use of City
Property Request

Staff Recommendation: Motion to approve the Young Mothers Group of St. Elizabeth Ann Seton Church request to use City property on the back site of St. Elizabeth Ann Seton Church on Sunday, August 22, 2010 from 12:30 p.m. to 3:30 p.m.

Staff Contact: Brad Mitchell, Assistant to the City Manager

Background:

The City has received a request from the Young Mothers Group of St. Elizabeth Ann Seton Church to use the City property on the back site of St. Elizabeth Ann Seton Church for their Family at the Church picnic to be held on Sunday, August 22, 2010 from 12:30 p.m. to 3:30 p.m. Attached is a map showing the City property on the back site of St. Elizabeth Ann Seton Church (as outlined in blue). The petitioner will clean up the site and dispose of trash from the activities.

City staff has reviewed the petitioner's request and does not have concerns regarding the use of the City property, providing the following conditions are met:

- 1) The use shall be valid on Sunday, August 22, 2010 from 12:30 p.m. to 3:30 p.m. only.
- 2) Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement.
- 3) All debris created by the event shall be cleaned up during and after the event.
- 4) If tents or canopies will be used, the petitioner shall contact the Fire Rescue Department for further review.

- 5) Any additional permits or requests for signage shall be made through the Engineering and Building Department.
- 6) In the case of inclement weather, an alternate date can be approved by the City Manager.

The petitioner has agreed to meet these conditions.

Votes Required to Pass:

Simple majority vote of the City Council.



Agenda Item No: 11c

**City Council
Agenda Supplement**

Meeting Date: June 15, 2010

Item: Prevailing Wage Resolution

Staff Recommendation: Motion to adopt the June 2010 Prevailing Wage Resolution.

Staff Contact: Ann Everhart, Director of Human Resources

Background:

Each year during the month of June, the City must obtain a copy of the prevailing wages from the Illinois Department of Labor and adopt a resolution requiring that the prevailing rates be paid. Attached is a copy of the Resolution, and the McHenry County Prevailing Wages for June 2010.

Votes Required to Pass:

Simple majority vote of the City Council.

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The City of Crystal Lake Illinois

**A RESOLUTION ASCERTAINING THE PREVAILING RATE OF WAGES FOR
LABORERS, MECHANICS, AND OTHER WORKERS ENGAGED IN THE
CONSTRUCTION OF PUBLIC WORKS UNDER THE JURISDICTION OF THE
CITY OF CRYSTAL LAKE.**

WHEREAS, the State of Illinois has enacted "An ACT regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works." Approved June 26, 1941, codified as amended, 820 ILCS 130/1. (1993), formerly Ill. Rev. Stat., Ch. 48, par. 39s-1 et seq.; and

WHEREAS, the aforesaid ACT requires that the CITY OF CRYSTAL LAKE, McHenry County, investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of McHenry County employed in performing the construction of public works for said CITY OF CRYSTAL LAKE.

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

SECTION 1: To the extent and as required by "An ACT regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public works," approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works coming under the jurisdiction of the CITY OF CRYSTAL LAKE is hereby ascertained to be the same as the prevailing rate of wages for construction work in the McHenry County area as determined by the Department of Labor of the State of Illinois as of June 2010, a copy of that determination being attached hereto and incorporated herein by reference. As required by said ACT, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and apply to any and all public works construction undertaken by the CITY OF CRYSTAL LAKE. The definition of any terms appearing in this Resolution which are also used in the aforesaid ACT shall be the same as in said ACT.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the CITY OF CRYSTAL LAKE to the extent required by the aforesaid ACT.

SECTION 3: The CITY OF CRYSTAL LAKE City Clerk shall publicly post or keep available for inspection by any interested party in the main office of the CITY OF CRYSTAL LAKE this determination or any revisions of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The CITY OF CRYSTAL LAKE City Clerk shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The CITY OF CRYSTAL LAKE City Clerk shall promptly file a certified copy of this Resolution with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6: The CITY OF CRYSTAL LAKE City Clerk shall cause to be published in a newspaper of general circulation within the area a copy of this Resolution, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

PASSED this 15th day of June 2010.

APPROVED:

MAYOR

(SEAL)

ATTEST:

CITY CLERK

PASSED:

APPROVED:



Agenda Item No: 12

**City Council
Agenda Supplement**

Meeting Date:

June 15, 2010

Item:

City Code Amendment to Increase the Number of Class "15" Liquor Licenses-- Applicant: Walgreen Company, 315 North Route 31

Staff Recommendation:

Motion to adopt an ordinance increasing the number of Class "15" Liquor Licenses from the current permitted 6 licenses to 7 licenses.

Staff Contact:

George Koczvara, Deputy City Manager

Background:

The City has received a request from the Walgreen Company for the Council to consider the adoption of an ordinance providing for an amendment to the liquor license restriction provisions of the City Code, increasing the number of Class "15" liquor licenses from the current 6 licenses to 7 licenses, to allow the sale of alcoholic liquor, in packages only, on the premises of Walgreens #11944, located at 315 North Route 31.

Section 329-5-O of the City Code permits the issuance of a Class "15" liquor license, which authorizes the retail sale of beer and wine in packages only but not for consumption on the premises where sold between the hours of 7:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday, Friday and 7:00 a.m. Saturday and 2:00 a.m. Sunday and 7:00 a.m. Sunday and 2:00 a.m. Monday.

The required license fee has been paid and all support documentation, including fingerprint/background check results, has been received.

Other current Class "15" liquor license holders include 7-Eleven, Aldi, Inc., Country Inn & Suites, Crystal Lake Marathon, Kalck's Butcher Shop, and Walgreens (151 Northwest Highway).

Votes Required to Pass:

Simple majority

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

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

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

1. Class 15 License shall be increased from 6 to 7.

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

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

DATED at Crystal Lake, Illinois, this 15th day of June, 2010.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

PASSED: April 20, 2010

APPROVED: April 20, 2010

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



Agenda Item No: 13

**City Council
Agenda Supplement**

Meeting Date: June 15, 2010

Item: City Code Amendment to Increase the Number of Taxicab Business Licenses – Applicant: Sunshine Taxi LLC

Staff Recommendation: Motion to adopt an ordinance increasing the number of taxicab business licenses from the current permitted 7 licenses to 8 licenses.

Staff Contact: George Koczwarra, Deputy City Manager

Background:

The City has received a request from Sunshine Taxi LLC for the Council to consider the adoption of an ordinance providing for an amendment to the taxicab business license restriction provisions of the City Code, increasing the number of taxicab business licenses from the current 7 licenses to 8 licenses. Section 470-11 of the City Code currently permits the issuance of seven taxicab business licenses in the City of Crystal Lake.

Other current holders of a taxicab business license are A #1 Dispatch, Inc., A & M Taxicab Company, American Taxi Dispatch, Inc., Crystal Lake Cab Company, Metro Yellow Northwest Taxi, Route 47 Taxi, and Taxi Express Transportation.

Votes Required to Pass:

Simple majority

DRAFT

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

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

SECTION I: That CHAPTER 470 TAXICABS, Section 470-11 Limitations of licenses shall be amended as follows:

There shall be no more than eight taxicab business licenses in the City of Crystal Lake, and no person, firm or corporation shall be issued more than one license, nor shall a license be issued unless the licensee has taxicabs in service. There shall be no limitation on the number of taxicabs operated by each licensee.

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 15th day of June, 2010.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

PASSED: June 15, 2010

APPROVED: June 15, 2010

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



Agenda Item No: 14

**City Council
Agenda Supplement**

Meeting Date:

June 15, 2010

Item:

Unified Development Ordinance Sign Variation Request to Install Two Banner Signs at 100 S. Main Street (Friendship House)

Staff Recommendation:

City Council Discretion:

- A. Motion to approve the variation as requested.
- B. Motion to approve the request with any conditions.
- C. Motion to deny the variation request.

Staff Contact:

Victor C. Ramirez, Director of Engineering and Building
Rick Paulson, Building Commissioner

Background:

Cheryl Rudd of Friendship House is requesting to install two freestanding banner signs next to the existing freestanding permanent sign at 100 S. Main Street. This banner will advertise preschool enrollment and celebrate their "Best of the Fox" distinction. Friendship House is requesting to display the banners through September 2010.

The proposed enrollment banner is 3 feet by 5 feet for a total of 15 square feet. The proposed "Best of the Fox" banner is 2 feet by 5 feet for a total of 10 square feet. Both signs will have an overall height of five feet.

The owner has requested a variation from requirements located in UDO Table 4-1000 H: Industrial Signs. The variations are detailed in the following table.

Item	UDO Requirement	Proposed	Sign Meets Ordinance Requirement?
Quantity of Limited Duration Signs	1	2	No
Size	16 square feet	15 square feet and 10 square feet	Yes
Height (feet)	4	5	No
Length of Display Time	30 days prior to the event and removed 2 days after the event	To be displayed until September, 2010	No

Attached is a sign variation application, permit application from Friendship House, and a sign plan.

The Sign Ordinance provides that a variation may be granted by the City Council where the literal application of the Code would create a particular hardship for the sign user and the following criteria are met:

- A. A literal application of the Code would not allow the most appropriate type of sign for the property.
- B. The granting of the requested variation would not be materially detrimental to the property owners in the vicinity.
- C. Hardship caused the sign user under a literal interpretation of the Code is due to conditions unique to that property and does not apply generally to the City.
- D. Granting of the variation would not be contrary to the general objectives of this Section.

Cheryl Rudd has made the request on behalf of Friendship House, and will attend the meeting to discuss this request with the City Council.

Votes Required to Pass:

Simple majority of City Council present.



Agenda Item No: 15

**City Council
Agenda Supplement**

Meeting Date: June 15, 2010

Item: Unified Development Ordinance Sign Variation Request to Install a Limited Duration Sign at 5540 Northwest Highway (Buy Buy Baby)

Staff Recommendation: City Council Discretion:
A. Motion to approve the variation as requested.
B. Motion to approve the request with any conditions.
C. Motion to deny the variation request.

Staff Contact: Victor C. Ramirez, Director of Engineering and Building
Rick Paulson, Building Commissioner

Background:

Beth Hicks of Inland Commercial Property is requesting to install a freestanding limited duration sign to announce a new business at 5540 Northwest Highway. Buy Buy Baby will be occupying the space that Linens N Things vacated. Inland Commercial Property is requesting to display the sign from November 1, 2010 until December 31, 2010.

The proposed sign will be installed in the grass area in front of the Barnes & Noble Bookstore. The sign copy area is 10 feet by 12 feet for a total area of 120 square feet, and with an overall height of 10 feet.

Inland Commercial Property is requesting to exceed the UDO requirements due to the depth of the site, the distance of the building from Northwest Highway, and additional height needed to accommodate the changeable "Coming Soon" and "Now Open" panels.

The owner has requested a variation from requirements located in UDO Table 4-1000 F: Commercial Signs. The variations are detailed in the following table.

Item	UDO Requirement	Proposed	Sign Meets Ordinance Requirement?
Quantity of Limited Duration Signs	1	1	Yes
Size	32 square feet	120 square feet	No
Height (feet)	5	10	No
Length of Display Time	30 days prior to the event and removed 2 days after the event. For the purpose of this Article, an event is an occurrence lasting no more than 7 days.	To be displayed from November 1, 2010 until December 31, 2010, a total of 61 days.	No

Attached is a sign variation application and permit application from Inland Commercial Property, a sign plan, and a site plan.

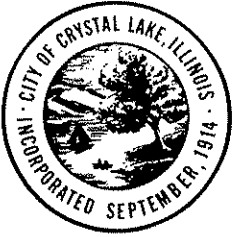
The Unified Development Ordinance provides that a variation may be granted by the City Council where the literal application of the Code would create a particular hardship for the sign user and the following criteria are met:

- A. A literal application of the Code would not allow the most appropriate type of sign for the property.
- B. The granting of the requested variation would not be materially detrimental to the property owners in the vicinity.
- C. Hardship caused the sign user under a literal interpretation of the Code is due to conditions unique to that property and does not apply generally to the City.
- D. Granting of the variation would not be contrary to the general objectives of this Section.

Beth Hicks has made the request on behalf of Inland Commercial Property, and will attend the meeting to discuss this request with the City Council.

Votes Required to Pass:

Simple majority of City Council present.



Agenda Item No: 16

**City Council
Agenda Supplement**

Meeting Date: June 15, 2010

Item: Extension of the Special Use Permit approval for Al & Joe's Deli.

Joe Gapastione, property owner
Congress Parkway

Recommendation: Motion to approve the extension of the Special Use Permit approval for Al & Joe's Deli to June 14, 2011.

Staff Contacts: Michelle Rentzsch, Director of Planning & Economic Development

Background: On August 7, 2007, the City Council approved a Special Use Permit for a drive-through pick-up window for Al & Joe's Deli, to be located on the southwest corner of Congress Parkway and Exchange Drive. Al & Joe's Delicatessen is located in Franklin Park, IL. This establishment is known for their Italian subs, soups and salads. They also offer convenience deli pick-up items for their customers, very similar to a neighborhood corner store. The Crystal Lake location would be their second store.

After their approval, the state of the economy changed to a point where the construction and opening wasn't possible. Mr. Gapastione has taken many steps to get the financing he needs to open his Crystal Lake store, even being interviewed by Fox Chicago News recently. He is working on securing the last of his financing and hopes to begin construction in Crystal Lake in the near future.

Per the City's Ordinance, an approval for a Special Use Permit is valid for two years after the approval of the City Council but may be extended, if approved by the City Council. The petitioner respectfully requests that his approval is extended for a year, to provide sufficient time to secure financing.

Votes Required to Pass: A simple majority vote



Agenda Item No: 17

**City Council
Agenda Supplement**

Meeting Date:

June 15, 2010

Item:

REPORT OF THE PLANNING & ZONING COMMISSION

#2010-36 Coleman's

- 1) Minor Subdivision to shift a lot-line;
- 2) Variations from the minimum lot area requirement (for both lots); the minimum lot width requirement (for Lot 2); and the maximum permitted impervious surface coverage (for Lot 1) for the "B-2" General Commercial district; and
- 3) Deferral from the requirement to install sidewalks, parkway trees, street lighting and burial of aerial utilities.

Lawrence Payne, Coleman's of Crystal Lake
7608 and 7614 Virginia Road

PZC Recommendation:

Motion to approve the Planning and Zoning Commission recommendation and approve an ordinance granting a Minor Subdivision and variations at 7608 and 7614 Virginia Road.

Staff Contact:

Michelle Rentzsch, Director of Planning and Economic Development

Background: The properties in question are approximately 0.55 acres in area, located at the intersection of Virginia Road and Berkshire Drive (Three Oaks Road). These properties were rezoned in 1991 from the "RE-1" Residential Estate district to the "B-2" Highway Service district for Freddie B's restaurant. The petitioner is requesting a Minor Subdivision to shift a lot line and variations as these lots currently do not meet and will continue to not meet the Ordinance requirements.

Coleman's restaurant is located on Lot 1 which is zoned "B-2" and is 0.2 acres in area. Lot 2 (currently 0.34 acres) which is also zoned "B-2" has a residence on it. The residence is treated as a non-conforming use in the "B-2" district. In 1991, along with the rezoning, the petitioner received variations to continue the existing use of the restaurant and a special use permit for a fast food restaurant with outside seating (provided there is no outside entertainment). The outside seating

was contemplated along the south side of the building (along Virginia Road) but was not added at the time. The petitioner is now interested in adding the outdoor seating, an approximately 18 foot x 20 foot deck, on the east side of the building. They are requesting a minor subdivision to add approximately 3,050 square feet to Lot 1 (from Lot 2). Associated variations will also be necessary as these lots do not currently meet the density and dimensional requirements of the "B-2" district.

PZC Highlights

At the PZC meeting, the Commissioners expressed concern with the outdoor consumption of alcohol. The petitioner (Coleman's) currently has a Class 7 liquor license which allows alcoholic beverages to be served or consumed in an open unroofed area immediately contiguous to the building or structure in addition to the interior of any building or structure.

*Based on City Council's direction with the Crystal Creek petition at the last City Council meeting, conditions 2 and 4B are recommended for deletion. They concern the requirement for the County Engineer's approval for a plat that doesn't grant additional access.

The Planning and Zoning Commission recommended **approval (7-0)** of the petitioner's request with the following conditions of approval:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application, received 5-10-10
 - B. Plat of Survey, Luco, received 5-10-10
 - C. Final Plat of Minor Subdivision, Luco, received 5-10-10
2. ~~Per the County's access and right of way management ordinance, the plat of subdivision must be submitted to the County for approval per state statute as the property is located along a County roadway. All applicable County requirements must be included on the final Plat. (*Recommended for deletion by staff)~~
3. If alcohol is proposed to be served on the proposed deck, the petitioner shall contact the City to ensure that the appropriate liquor license is obtained.
4. Final Plat of Minor Subdivision:
 - A. The Plat shall meet all the requirements of Article 5-200 G 3 b, including but not limited to, names of owners and certification by licensed surveyor; exact location, width and name of all streets and dedication status; building setback lines and school districts in which each lot is located.
 - B. ~~Include a signature block for the County Engineer's signature. (*Recommended for deletion by staff)~~
5. A deferral until an area-wide program is hereby granted for the following UDO requirements:
 - A. From the requirement to install sidewalks.
 - B. From the requirement for street lighting
 - C. From the requirement to bury aerial utilities.
 - D. From the requirement to install parkway trees.

6. The petitioner shall address all the comments of the Engineering and Building Division, Fire Rescue, Police, Public Works and the Planning and Economic Development Departments.

Votes Required to Pass: A simple majority vote.

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ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE APPROVING A MINOR SUBDIVISION PLAT AND VARIATIONS FOR 7608 AND 7614 VIRGINIA ROAD

WHEREAS, Lawrence Payne, has submitted a Final Plat of Coleman Subdivision (File #2010-36) in general conformance with the pertinent ordinances of the City of Crystal Lake, Illinois; and,

WHEREAS, the Final Plat for the Minor Subdivision of Coleman Subdivision complies with the Crystal Lake Comprehensive Land Use Plan; and

WHEREAS, the Final plat of Coleman Subdivision meets the requirements of the Unified Development Ordinance with the listed variations, as granted; and

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

Section I: The Final Plat of Coleman Subdivision attached hereto is hereby approved as platted.

Section II: Said Final Plat of Coleman Subdivision, Variations from the minimum lot area requirement (for both lots); the minimum lot width requirement (for Lot 2); and the maximum permitted impervious surface coverage (for Lot 1) for the "B-2" General Commercial district; and Deferral from the requirement to install sidewalks, parkway trees, street lighting and burial of aerial utilities is issued with the following conditions:

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

- A. Application, received 5-10-10
- B. Plat of Survey, Luco, received 5-10-10
- C. Final Plat of Minor Subdivision, Luco, received 5-10-10

2. Per the County's access and right-of-way management ordinance, the plat of subdivision must be submitted to the County for approval per state statute as the property is located along a County roadway. All applicable County requirements must be included on the final Plat.

3. If alcohol is proposed to be served on the proposed deck, the petitioner shall contact the City to ensure that the appropriate liquor license is obtained.

4. Final Plat of Minor Subdivision:

- A. The Plat shall meet all the requirements of Article 5-200 G 3 b, including but not

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limited to, names of owners and certification by licensed surveyor; exact location, width and name of all streets and dedication status; building setback lines and school districts in which each lot is located.

B. Include a signature block for the County Engineer's signature.

5. A deferral until an area wide program is hereby granted for the following UDO requirements:

- A. From the requirement to install sidewalks.
- B. From the requirement for street lighting
- C. From the requirement to bury aerial utilities.
- D. From the requirement to install parkway trees.

6. The petitioner shall address all the comments of the Engineering and Building Division, Fire Rescue, Police, Public Works and the Planning and Economic Development Departments.

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.

DATED at Crystal Lake, Illinois, this _____ day of _____, _____.

MAYOR

ATTEST:

CITY CLERK

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



Agenda Item No: 18

**City Council
Agenda Supplement**

Meeting Date: June 15, 2010

Item: REPORT OF THE PLANNING & ZONING COMMISSION

#2010-37 520 Lake Street (Eibisch)

Special Use Permit for a detached accessory structure greater than 600 square feet to allow a garage to be approximately 680 square feet.

Frederick Eibisch, 520 Lake Street

PZC Recommendation: A motion to approve the Planning and Zoning Commission recommendations approving an ordinance granting a Special Use Permit for 520 Lake Street.

Staff Contact: Michelle Rentzsch, Director of Planning and Economic Development

Background: The property in question is an existing conforming lot in the "R-3A" Two-Family district with a lot area of 11,550 square feet, located at the northeast intersection of Dole Avenue and Lake Street. The property is improved with a one-story frame residence with a detached garage. It is the petitioner's intent to remove the existing detached garage (which is approximately 460 square feet) and erect a 24 feet x 28 feet (approximately 680 square feet) detached garage. The garage will be located 8 feet from the side property line and 12 feet from the rear property line. The property will continue to meet the maximum building coverage and impervious coverage requirements of the UDO with this improvement.

Per the provisions of the UDO, a detached accessory structure greater than 600 square feet is required to obtain a Special Use Permit.

PZC Highlights

The Commission had no concerns with the petitioner's request and felt that it met the Special Use Permit criteria needed for approval.

The Planning and Zoning Commission recommended **approval (7-0)** of the petitioner's request with the following conditions:

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application (received 5-11-10)
 - B. Site Plan (Conway Surveying, received 5-11-10)
 - C. Garage Plan and Elevation (Danley's Garage World, received 5-11-10)
2. The location and extent of the existing deck is not shown on the site plan. The proposed garage must be located at least 6 feet from the deck or any portion of the principal structure.
3. The petitioner shall address all comments of the Planning & Economic Development, Engineering and Building, Public Works, Fire Rescue and Police Departments.

Votes Required to Pass: A simple majority vote.

DRAFT

ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AT 520 LAKE STREET

WHEREAS, pursuant to the terms of a Petition (File #2010-37) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Special Use Permit for a detached accessory structure greater than 600 square feet to allow a garage to be approximately 680 square feet for the property located at 520 Lake Street; 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 allow a detached accessory structure greater than 600 square feet to allow a garage to be approximately 680 square feet for the property commonly known as 520 Lake Street, Crystal Lake, Illinois.

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

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application (received 5-11-10)
 - B. Site Plan (Conway Surveying, received 5-11-10)
 - C. Garage Plan and Elevation (Danley's Garage World, received 5-11-10)
2. The location and extent of the existing deck is not shown on the site plan. The proposed garage must be located at least 6 feet from the deck or any portion of the principal structure.
3. The petitioner shall address all comments of the Planning and Economic Development, Engineering and Building, Public Works, Fire Rescue and Police Departments.

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.

DATED at Crystal Lake, Illinois, this _____ day of _____, _____.

DRAFT

MAYOR

ATTEST:

CITY CLERK

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



Agenda Item No: 19

**City Council
Agenda Supplement**

Meeting Date: June 15, 2010

Item: REPORT OF THE PLANNING & ZONING COMMISSION

#2010-38 340 Poplar Avenue (Duggins)

- 1) Variation from Article 7-200 of the UDO to allow a second story addition to be as close as 11 feet from the property line instead of the required 21 feet;
- 2) Variation from Article 7-300 B of the UDO to allow the enlargement of a non-conformity.

Jessica Duggins, 340 Poplar Avenue

PZC Recommendation: A motion to approve the Planning and Zoning Commission recommendations approving an ordinance granting variations for 340 Poplar Avenue.

Staff Contact: Michelle Rentzsch, Director of Planning and Economic Development

Background: The property in question is an existing non-conforming lot in the "R-2" Single-Family district with a lot area of 10,054 square feet, located at the northwest intersection of Poplar Avenue and Morgan Street. The property is improved with a 2-story-frame residence with a detached garage. The property does not meet the minimum lot width requirement for the "R-2" district and is, therefore, classified as a non-conforming lot. Based on the configuration of the property, the front yard is along Poplar Avenue and the side abutting Morgan Street is considered the corner side. For a non-conforming lot, the corner side setback is calculated at 21 feet. It is the petitioner's intent to add a second story addition that would be located as close as 11 feet from the property line. A variation will also be required to allow an existing non-conformity to enlarge.

It should be noted that even though the Morgan Street and Short Street right-of-ways are platted, the streets are not completely constructed and do not connect. Morgan Street along this property provides access to one residence located at the northeast intersection of Morgan Street and Poplar Avenue.

PZC Highlights

The Commission had no concerns with the petitioner's request and felt it met the criteria and findings of fact needed for a variation.

The Planning and Zoning Commission recommended **approval (7-0)** of the petitioner's request with the following conditions:

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application, received 5-14-10
 - B. Plat of Survey, Luco, received 5-14-10
 - C. Site Plan, ALA, received 5-14-10

2. The petitioner shall address all comments of the Planning & Economic Development, Engineering and Building, Police, Public Works, and Fire Rescue Departments.

Votes Required to Pass: A simple majority vote.

DRAFT

ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE GRANTING VARIATIONS
AT 340 POPLAR STREET

WHEREAS, pursuant to the terms of the Application (File #2010-38) before the Crystal Lake Planning and Zoning Commission, the Applicant has requested the granting of a Simplified Residential Variations from: A. Article 7-200 of the Unified Development Ordinance to allow a second story addition to be as close as 11 feet from the property line instead of the required 21 feet; and B. Article 7-300 B of the Unified Development Ordinance to allow the enlargement of a non-conformity; and

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

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

SECTION I: That the Variations be granted from the Crystal Lake Unified Development Ordinance from: A. Article 7-200 of the Unified Development Ordinance to allow a second story addition to be as close as 11 feet from the property line instead of the required 21 feet; and B. Article 7-300 B of the Unified Development Ordinance to allow the enlargement of a non-conformity

at the property at 340 Poplar Street, Crystal Lake, Illinois.

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

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application, received 5-14-10
 - B. Plat of Survey, Luco, received 5-14-10
 - C. Site Plan, ALA, received 5-14-10
2. The petitioner shall address all comments of the Planning and Economic Development, Engineering and Building, Public Works, Fire Rescue and Police Departments.

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 granting of a Simplified Residential Variation in accordance with the provisions of this Ordinance, as provided by law.

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

DRAFT

DATED at Crystal Lake, Illinois, this _____ day of _____, _____.

MAYOR

ATTEST:

CITY CLERK

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



Agenda Item No: 20

**City Council
Agenda Supplement**

Meeting Date: June 15, 2010

Item: Police Department Uniform Pricing Bid

Staff Recommendation: Motion to award the bid for Police Department uniform pricing for two (2) years starting June 16, 2010 to the lowest responsive and responsible bidder, Ray O'Herron Co., Inc., and adopt a resolution authorizing the City Manager to execute an agreement with Ray O'Herron Co., Inc.

Staff Contact: Dave Linder, Chief of Police

Background:

On Tuesday, May 11, 2010, the City of Crystal Lake publicly opened the bids received for Police Department uniform pricing. The prices will be good for two (2) years starting June 16, 2010. The lowest responsive and responsible bidder will furnish dress uniforms, work uniforms, badges, nametags and leather goods purchased throughout the year by the Police Department. Prices for each individual item bid were evaluated for compliance and compared against the other bidders.

Listed below are the costs to outfit a new police officer with uniforms:

<u>Bidder</u>	<u>Original Bid</u>
Ray O'Herron Co., Inc. Danville, IL	\$1,409.65 √
Today's Uniforms Crystal Lake, IL	\$1,481.20
Uniformity Inc. Northbrook, IL	\$1,487.40
Kale Uniforms Chicago, IL	\$1,620.65
Uniformity Inc. Northbrook, IL	\$1,690.40
VCG Uniforms Chicago, IL	\$1,815.40

√ Lowest responsive and responsible bidder

Recommendation:

The City Manager's Office and the Police Department reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. The Police Department staff has verified references (McHenry County Sheriff's Office, and Carpentersville and Elgin Police Departments) and received positive recommendations.

It is staff's recommendation to award the bid to the lowest responsible bidder, Ray O'Herron Co., Inc. The bid prices received for the aforementioned equipment will be valid for two (2) years, beginning June 16, 2010.

There are sufficient funds in the FY 2010/2011 Budget for these items.

Votes Required to Pass:

Simple majority

DRAFT



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and he is hereby authorized and directed to execute a contract between the City of Crystal Lake and Ray O'Herron Co., Inc. for Police Department uniform pricing for two (2) years starting June 16, 2010.

DATED this 15th day of June, 2010

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: June 15, 2010
APPROVED: June 15, 2010



Agenda Item No: 24

**City Council
Agenda Supplement**

Meeting Date: June 15, 2010

Item: Board, Committee and Commission Reappointments

Mayor's Recommendation: Motion to reappoint members to the Historic Preservation Commission, Library Board and Senior Citizens Committee as indicated below.

Contact: Aaron T. Shepley, Mayor

Background:

On June 30, 2010, terms on the Library Board for John Engebretson, Don Peters and Eric Larsen will expire. Mr. Engebretson, Mr. Peters and Mr. Larsen have all expressed interest in reappointment to 3-year terms on the Library Board. Library Board appointments are made by the Mayor with City Council confirmation.

In addition, the terms of several members of the Historic Preservation Commission and Senior Citizens Committee will expire on June 30th. These include Historic Preservation Commission members LeeAnn Atwood and Robert Wyman and Senior Citizen Committee members Grace Anderson and Michael Croll, all of whom have expressed an interest in reappointment to 3-year terms. Appointments to the Historic Preservation Commission and Senior Citizens Committee are made and confirmed by the Mayor and City Council.

Should the Council have any questions, please contact Mayor Shepley.

Votes Required to Pass: Simple majority