

AGENDA
COMMITTEE OF THE WHOLE MEETING
Village Hall – Board Room
Monday, June 10, 2019
Following Regular Village Board Meeting

Reasonable accommodations / auxiliary aids will be provided to enable persons with disabilities to effectively participate in any public meetings of the Board. Please contact the Village Administrative Office (847.883.8600) 48 hours in advance if you need special accommodations to attend. The Committee of the Whole will not proceed past 10:30 p.m. unless there is a consensus of the majority of the Trustees to do so. Citizens wishing to address the Board on agenda items may speak when the agenda item is open, prior to Board discussion.

CALL TO ORDER**1.0 ROLL CALL****2.0 APPROVAL OF MINUTES**

- 2.1 Acceptance of the May 28, 2019 Committee of the Whole Meeting Minutes

3.0 ITEMS OF GENERAL BUSINESS**3.1 Planning, Zoning and Land Use**

- 3.11 Consideration of an Ordinance Amending Title 2 (Boards & Commissions), Chapter 6 (Zoning Board) of the Lincolnshire Village Code (Village of Lincolnshire)

3.2 Finance and Administration**3.3 Public Works**

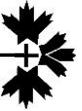
- 3.31 Consideration of Professional Service Contract with Bollinger, Lach, & Associates for Water Main Improvement Design, Permits, and Bidding Services Segment 3 Crosstown Watermain Project (Riverwoods Road-Duffy Lane to IL Route 22) at a Cost not to Exceed \$83,412.91 (Village of Lincolnshire)
- 3.32 Consideration of a Resolution Regarding Construction on State Highways (Village of Lincolnshire / Illinois Department of Transportation)
- 3.33 Consideration of Approval of a Contract for the Village of Lincolnshire Soffit Repair Project with ATP Enterprise Group, Inc. of Northbrook, IL in an Amount not to Exceed \$50,500 (Village of Lincolnshire)

3.4 Public Safety**3.5 Parks and Recreation**

- 3.51 Consideration of Construction of a Storage Facility for Equipment and Materials Located in the North Park Maintenance Yard (Village of Lincolnshire)

3.6 Judiciary and Personnel

- 4.0 **UNFINISHED BUSINESS**
- 5.0 **NEW BUSINESS**
- 6.0 **EXECUTIVE SESSION**
- 7.0 **ADJOURNMENT**



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Tuesday, May 28, 2019**

Present:

Mayor Brandt	Trustee Harms Muth
Trustee Grujanac	Trustee Hancock
Trustee Leider	Trustee Pantelis
Trustee Raizin	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Finance Director/Treasurer Peterson	Public Works Director Woodbury
Chief of Police Leonas	Assistant Village Manager/Community &
Planning & Development Manager Zozulya	Economic Development Director Gilbertson

ROLL CALL

Mayor Brandt called the meeting to order at 7:22 p.m., and Village Manager Burke called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the May 13, 2019 Special Committee of the Whole Meeting Minutes

The minutes of the May 13, 2019 Special Committee of the Whole Meeting were approved as submitted.

2.2 Acceptance of the May 13, 2019 Committee of the Whole Meeting Minutes

The minutes of the May 13, 2019 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Preliminary Evaluation of a Request for a Special Use Permit to Establish and Operate a Banquet Hall (XO Restaurant and Banquet Hall, Iryna Kiyani)

3.41 Consideration of an Amendment to Section 3-3-2-6 of Title 3-3, Liquor Control, for the Creation and Issuance of Village Liquor License for XO Restaurant & Banquet Hall, Inc. Class "B" Restaurant Full Liquor License and Class "N" Banquet Liquor License for (XO Restaurant & Banquet Hall – 250 Marriott Drive)

Mayor Brandt opened up items 3.11 and 3.41 together.

Planning & Development Manager Zozulya provided a summary of the proposed preliminary evaluation of a request for a special use permit to establish and operate a banquet hall for XO Restaurant and Banquet Hall at 250 Marriott Drive. Planning & Development Manager Zozulya noted if a special use permit is granted, the petitioner would have up to three years to begin operating the banquet hall or the special use permit would expire. The petitioner will be required to provide responses to required special use standards prior to the Zoning Board public hearing as it relates to the requested special use permit for a banquet facility. Planning & Development Manager Zozulya stated staff recommends a stipulation be placed within XO's special use ordinance to prohibit outdoor live music/bands altogether, and to limit the hours of indoor live music/bands to 10 p.m. daily which would be reviewed by the Zoning Board in a public hearing.

Planning & Development Manager Zozulya stated the petitioner indicated they would not move forward with the special use request unless they are successful in obtaining their liquor licenses for the restaurant and the banquet uses. Staff recommends a stipulation be placed that any special use approvals are contingent upon receipt of the appropriate liquor licenses.

Planning & Development Manager Zozulya provided an overview of the process for next steps with the preliminary evaluation and subsequent stages of review.

Chief of Police Leonas provided a summary of the request for creation and issuance of Village liquor licenses for XO Restaurant & Banquet Hall, Inc. Class "B" Restaurant full liquor license and Class "N" Banquet liquor license for XO Restaurant & Banquet Hall. Staff found several issues with the liquor license application in which the Mayor, acting as Liquor Commissioner, wrote a letter. Chief of Police Leonas noted this letter is included in the packet. Staff had a meeting with the applicant and their attorney to clarify the issues and received an amended application which was compared to the original application. Upon a second review, the Police Department still found inconsistencies with the revised application. Chief of Police Leonas read through the inconsistencies in the revised application as follows: 1. XO Restaurant & Banquet Hall, Inc., indicated no shareholder possessing at least 5% of the business had ever been convicted of any felony under Federal or State Law. This is untrue as Vadym Pobyegayev was convicted of a Class 3 Felony on June 5, 2017 for Theft. 2. XO Restaurant & Banquet Hall advised no hearings had been conducted regarding the conduct and/or operation of the business in Wheeling as required by code. This is untrue as XO Restaurant & Banquet Hall, Inc., had their liquor license revoked by the Village of Wheeling in 2018. 3. Exhibit A in the license application revealed Mr. Pobyegayev stated he purchased meat which turned out to be stolen which he planned on serving at his

restaurant. 4. A review of the proposed floorplan and seating arrangement provided by XO Restaurant & Banquet, Inc., proved inconsistent with what is allowed by Village code. 5. The registered agent (Vadym Pobyegayev) is listed by the Secretary of State as the President and Iryna Kiyon is listed as the Secretary. Chief of Police Leonas referenced the Village code and stated for all the reasons listed, it is the recommendation of the Police Department that this application should be rejected.

Mr. William O'Donoghue, attorney with Daley & Georges, representing the petitioners, addressed the liquor license issues stating Ms. Kiyon initially filed the application herself without aid of an attorney and misunderstood some of the questions specifically regarding ownership since Mr. Pobyegayev only owns 5% of the business. Mr. O'Donoghue stated there was no intent to hide anything from the Village of Lincolnshire. Mr. O'Donoghue noted the petitioners currently operate a restaurant/banquet hall in Wheeling, which Iryna has run and managed for the last five years. The Village of Wheeling submitted a letter that the restaurant is in good standing. The Village of Wheeling held a hearing after Mr. Pobyegayev was convicted of the felony, and their license was revoked for a three-week period. The Village of Wheeling then gave them an opportunity to reorganize the corporation and suggested Mr. Pobyegayev drop his shares to 5%. Mr. O'Donoghue stated Ms. Kiyon is willing to buy her husband's 5% shares so that she has 100% of the corporate shares and will be the restaurant and banquet manager. Mr. Pobyegayev would still be the chef of the restaurant/banquet facility. Mr. O'Donoghue noted Mr. Pobyegayev has made two mistakes with his felony convictions; they were not crimes against persons or related to drugs, and his probation will end on June 5, 2019. Mr. O'Donoghue stated they have not reorganized the corporation since they wanted to get feedback from the Village of Lincolnshire before they did this. Rehabilitation can be sought for Mr. Pobyegayev in a few years once he is in good standing. Mr. O'Donoghue provided a brief summary of the proposed facility and the proposed menu. Mr. O'Donoghue noted he would address the bar seating to comply with code. Mr. O'Donoghue noted the petitioner would like the music to go longer than the Village staff recommendation since many of the banquets they have would go until about 1:00 a.m. Mayor Brandt stated the hotel is in close proximity and the music would be a concern. Mr. O'Donoghue proposed they test the music or provide necessary sound proofing once they obtained occupancy of the building.

Mayor Brandt asked the Board if they would want to approve a liquor license for banquet and restaurant. Trustee Leider stated he would not be comfortable doing so and will stick with the Police Department recommendation.

A conversation regarding the revoking of the liquor license in Wheeling

followed. Village Attorney Simon stated the reason for the revocation was because of the felony charge in which they reorganized the corporation to meet Wheeling's requirements.

Village Attorney Simon noted in reviewing the application, the applicants represent that they are going to be operating a restaurant and a banquet hall and the operating hours for both overlap with each other but state when a banquet is taking place they will not operate as a restaurant and asked how this would be communicated to customers. Mr. O'Donaghue stated if someone comes in to reserve the facility for a banquet, it will operate as a banquet hall that night; some nights it will operate "half and half," and some nights it will operate only as a restaurant. This information will be communicated on the website.

Trustee Hancock stated he is comfortable with Chief of Police Leonas' recommendation and is not comfortable with how the application was submitted.

Trustee Raizin stated she is uncomfortable with the way the petition has been presented, whether it is the application or the menus shared which reflect banquet sales only. Mr. O'Donaghue stated the banquet menus were presented to show the types of food provided.

Trustee Harms Muth stated she was not as concerned with the way the proposed businesses would operate but is uncomfortable issuing any liquor license. All Trustees were in agreement with Chief of Police Leonas not recommending issuance of the liquor licenses.

Mr. O'Donaghue asked what the petitioner could do for the Board to be comfortable accepting the business. Trustee Grujanac recommended working with the Chief of Police on the liquor license application. Chief of Police Leonas stated once an application is rejected, a new application cannot be made for a 12 month period.

Village Attorney Simon clarified that in the normal course of business, if the applicant wants to stand by their application they would come back before the Village Board and the Village Board would vote on the proposed Ordinance. In order to avoid the 12 month waiting period, the applicant can withdraw their application and rescind the request.

3.12 Consideration of Approval of a Building Permit Fee Waiver Per Section 5-3-2(A) Not For Profit Fees of the Lincolnshire Village Code (Vernon Area Public Library)

Assistant Village Manager/Community & Economic Development (CED) Director Gilbertson provided a summary of the proposed Vernon Area Public Library request for a building permit waiver per section 5-3-2(A) Not-for-profit fees of the Lincolnshire Village Code for their resurfacing project. The fee waiver request is \$100.00.

Trustee Harms Muth stated this seems like a small amount of money to come before the Board. Village Manager Burke suggested bringing these types of requests forward on the consent agenda.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.13 Consideration of an Ordinance Amending Title 12 (Signs) of the Lincolnshire Village Code – Permanent Wall and Ground Sign Requirements in the Proposed Commercial Sign District Created via a Merger of Downtown and Corridor Commercial Sign District; Revisions to the Illumination Requirements in the Commercial Sign District; and Revisions to Ground Sign Approval Requirements in all Sign District (Village of Lincolnshire)

Planning & Development Manager Zozulya provided a summary of the proposed Ordinance amending Title 12 (Signs) of the Lincolnshire Village Code – permanent wall and ground sign requirements in the proposed Commercial Sign District created via a merger of Downtown and Corridor Commercial Sign District; revisions to the illumination requirements in the commercial sign district; and revisions to ground sign approval requirements in all sign districts. Staff held two workshop meetings with the Architectural Review Board (ARB) then scheduled a Public Hearing to recommend the following:

1. Apply current Corridor Commercial Sign District dimensions to the proposed Commercial Sign District.
2. Eliminate the front-lit (channel illumination) restriction so both front-lit/channel and backlit/reverse channel signs would be allowed in the proposed Commercial Sign District.
3. Require all code-compliant, brand new ground signs and structural ground sign alterations in all sign districts be reviewed and approved by the ARB. Currently, such signs are reviewed and approved by staff.

Trustee Raizin asked why Village Green is allowed to have larger size signs. Planning & Development Zozulya stated the landlord, at the time of construction made the request before the Board for the larger signs. Village Green has also evolved since at one point the signs were small, then there were many vacancies and the landlord petitioned the Village for larger signs.

Trustee Raizin noted the area where Bontà is has smaller signs and may benefit from larger signs. Planning & Development Manager Zozulya responded the Oak Tree Corners Center has tenant wall signage criteria approved by the Village Board by ordinance, which is different from the underlying Code. The landlord would have the ability to come back to the Board with proposed revisions for larger wall signs.

Trustee Harms Muth asked if this would allow all areas to be more equal and no one would have to redo a sign. Village Manager Burke confirmed this and stated no one would have to redo their sign.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.14 Continued Consideration of Branding Initiative and Direction to Staff (Village of Lincolnshire)

Assistant Village Manager/CED Director Gilbertson summarized the areas the Board requested in the new logo, and presented the final three recommendations of the logo to the Board for feedback and consideration. Assistant Village Manager/CED Director Gilbertson stated if a logo is approved at the June 10th meeting, staff would like to move forward with an RFP for a style guide and there is money in the budget for this expense. Assistant Village Manager/CED Director Gilbertson provided steps staff would take to implement the logo and possibly partnering with Stevenson High School on getting updated, current photos of the Village. Staff will research new sign designs and replacing some of the larger signs with budget discussions for next year.

Trustee Hancock asked if it made sense to use only the “L” in some places with the words Village of Lincolnshire in other places. All Trustees were in agreement with using the “L” with “Village of Lincolnshire” under it. All Trustees were in agreement with concept #2 without the arrows on the sides. A brief discussion regarding the final design, and the implementation of different signs in the Village followed. Village Manager Burke noted staff would work with a stylist to develop a guide for using the logo in various applications.

Assistant Village Manager/CED Director Gilbertson thanked Erin Rice and Jamie Flagg with all their help coming up with the new logo.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.2 Finance and Administration

3.3 Public Works

3.4 Public Safety

~~3.41 Consideration of an Amendment to Section 3-3-2-6 of Title 3-3, Liquor Control, for the Creation and Issuance of Village Liquor License for XO Restaurant & Banquet Hall, Inc. Class “B” Restaurant Full Liquor License and Class “N” Banquet Liquor License for (XO Restaurant & Banquet Hall – 250 Marriott Drive)~~

Moved up for discussion under Planning, Zoning, and Land Use

3.42 Report Regarding Lincolnshire Police Department Social Media Communication Categories (Village of Lincolnshire)

Chief of Police Leonas provided a report with photos regarding the following proposed Lincolnshire Police Department social media communication categories:

1. Green – Information (advisory)
2. Orange – Caution (watch)
3. Red – Emergency (warning)

Trustee Leider asked if this was a standard across other Villages to use red, orange, green compared to red, yellow, green. Chief of Police Leonas noted visually when using yellow, it appeared to look washed away. Trustee Leider stated his opinion is the simpler the better and liked the idea.

Trustee Harms Muth stated the font in the star seems too small and suggested using something that is clearer. Chief of Police Leonas thanked the Board for the feedback and suggested using the badge instead of the star.

Trustee Hancock asked who has final sign off for social media alerts. Village Manager Burke stated all social media is currently managed through the Village Manager's office so when an event takes place Village Manager staff works with the PIO to get the message out.

3.5 Parks and Recreation

3.6 Judiciary and Personnel

4.0 UNFINISHED BUSINESS

4.1 Illinois State Fair

Mayor Brandt stated she and Trustee Grujanac attended the Illinois State Fair at the school. The 4th grade students voted on a name for the new pocket park and the results were for the name to be Creekside Park. Staff will take the name to the Park Board and it will then come back to the Village Board in June for approval. The Village will have a park dedication that the students will be invited to.

5.0 NEW BUSINESS

6.0 EXECUTIVE SESSION

Trustee Grujanac moved and Trustee Leider seconded the motion to go into Executive Session for the purpose of discussing litigation. The roll call vote was as follows: AYES: Trustees Harms Muth, Hancock, Pantelis, Grujanac, and Raizin. NAYS: None. ABSENT: None. ABSTAIN: None. Mayor Brandt declared the motion carried and the Board went into Executive Session at 8:54 p.m. and came out of

Executive Session at 8:59 p.m.

7.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Leider seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 9:00 p.m.

Respectfully submitted,
VILLAGE OF LINCOLNSHIRE

Bradly J. Burke
Deputy Village Clerk

**REQUEST FOR BOARD ACTION
Committee of the Whole
June 10, 2019**

Subject:	Title 2 Code Amendments - Zoning Board
Action Requested:	Consideration of an Ordinance Amending Title 2 (Boards & Commissions), Chapter 6 (Zoning Board) of the Lincolnshire Village Code
Petitioner:	Village of Lincolnshire
Originated By/Contact:	Tonya Zozulya, Planning & Development Manager
Referred To:	Mayor and Village Board of Trustees

Summary/Background:

- The Mayor and staff have identified areas within Chapter 6 of Title 2, Boards & Commissions regarding potential amendments, as detailed below.
 - **Full Membership** - Expand the full membership from 5 to 6 members to facilitate board quorum and provide more residents with the opportunity to serve on the Zoning Board and to align the number more closely with the other advisory boards (ARB - 6 full members and Park Board - 7 full members). The Zoning Board alternate count is proposed to remain unchanged (1 alternate member).
 - **Quorum** - The quorum requirements are proposed to increase from 3 to 4, in direct correlation with the full membership increase.
 - **Voting Requirements** - The minimum number of votes required for a matter to pass is proposed to remain at 4. In consultation with the Village Attorney, the current requirement of 4 positive votes (out of 5 possible) is considered restrictive by municipal standards. Increasing this threshold to 5 votes would make it even more restrictive. If the Village Board wishes to increase it to 5, a public hearing would be required to allow for public comment.

Recommendation:

Consideration of the ordinance regarding Title 2, Chapter 6, amendments and direct placement on the June 24, 2019 Consent Agenda for approval.

Reports and Documents Attached:

- Document 1: Amendments to Title 2, Chapter 6.
- Document 2: Draft ordinance, prepared by the Village Attorney.

Meeting History	
Committee of the Whole (current):	June 10, 2019

CHAPTER 6
ZONING BOARD

SECTION:

- 2-6-1: Intent and Purpose
- 2-6-2: Board Membership
- 2-6-3: Administrative Duties
- 2-6-4: Rules and Procedures
- 2-6-5: Reports and Recommendations
- 2-6-6: Appeals

2-6-1: **INTENT AND PURPOSE:** The Zoning Board is hereby created with the purpose of preserving, protecting and maintaining the public health, safety, welfare and comfort by encouraging the most appropriate use of land within the Village, and to advise the Corporate Authorities on matters referred to it by the Village Board of Trustees.

2-6-2: **BOARD MEMBERSHIP**

- A. Membership Criteria: The Zoning Board shall consist of six five (65) regular members and one (1) alternate member, all of whom shall be residents of the Village and shall serve without pay. The six five (65) full members shall attend and participate in all meetings of the Zoning Board and shall vote on all matters coming before the Zoning Board. The one alternate member shall attend and participate in all meetings of the Zoning Board, but shall only vote in the event one or more full members are absent at the time any vote is taken. All members shall be appointed by the Mayor subject to the advice and consent of the Village Board of Trustees, based upon their particular education, training, experience, judgment or other relevant professions or trades. One full member shall be appointed chairman by the Mayor.
- B. Membership Terms: All full members of the Zoning Board shall hold office for the term of three (3) years. The alternate member shall be appointed for a term of one (1) year.
- C. Vacancy: If a vacancy shall occur in any of the full membership, the alternate member shall be appointed to fill such vacancy. Additional vacancies in the full and alternate membership shall be filled in the same manner as the original appointments and for the period remaining in the term of the member being filled at the time of replacement.
- D. Quorum: All meetings of the Zoning Board shall be held at the call from the Chairman or three two (32) members of the Zoning Board. Four Three (43) members of the Zoning Board shall constitute a quorum. Any action must receive the approval vote of four (4) members present at the meeting. Failure to obtain four (4) affirmative votes shall be deemed disapproval of the action under consideration.
- E. Removal: The Mayor shall have the authority to remove any member of the Zoning Board if it is determined the best interests of the Village require removal. The Mayor

shall report his or her reasons for the removal to the Village Board of Trustees within thirty (30) calendar days prior to removal, which must receive a favorable vote of two-thirds (2/3) of all elected members of the Village Board of Trustees and shall be entered upon the record of the corporate authorities. If the Mayor fails to report his or her reasons for the removal within thirty (30) calendar days or is overruled by the Village Board of Trustees, the member term shall remain. No member shall be removed a second time for the exact same factual occurrence.

- F. Secretary: A representative of the ~~Department of Community and~~ Economic Development Department shall serve as secretary. The Zoning Board shall keep minutes of its meetings, including a record showing the vote of each member upon every question. The Zoning Board secretary shall be the custodian of all such minutes and all reports, recommendations, documents, exhibits, and other material pertaining to the conduct of the affairs of the Zoning Board.
- G. Conflict of Interest: No elected or appointed official or public employee, or family member of an elected or appointed official or public employee, or paid consultant of the Village shall appear on behalf of or represent any person or organization at any proceeding before the Zoning Board or the Village Board, except on behalf of himself or a member of his/her household, or on behalf of an ~~eleemosynary~~ charitable organization, when zoning, permits or the expenditure of Village funds are not an issue.

2-6-3: ADMINISTRATIVE DUTIES: The Zoning Board shall be an advisory body of the Village government, and shall have the following powers and duties:

- A. Review all appeals from any order, requirement, decision or determination made by the Zoning Administrator under this Title, and recommend action to the Village Board of Trustees.
- B. Review all applications for text and map amendments to Title 6 of this Code, report findings and recommendations to the Village Board of Trustees.
- C. Review all applications for a special use permit, excluding Planned Unit Developments (PUD), and report findings and recommendations to the Village Board of Trustees.
- D. Review all applications for a variance from Title 6 of this Code, and report findings and recommendations to the Village Board of Trustees.
- E. Receive from the Zoning Administrator and/or the Village Board of Trustees recommendations and inquiries related to the effectiveness of Title 6 and report conclusions and recommendations to the Village Board of Trustees.
- F. Receive from the Village Board of Trustees any matters not listed above, which has been referred to it, and report conclusions and recommendations to the Village Board of Trustees.
- G. Approve or disapprove applications for Minor Amendments to special uses, excluding Planned Unit Developments (PUD), as defined in Section 6-14-11(F)(2) of this Code.

H. To prepare and recommend to the Mayor and Board of Trustees a Comprehensive Plan and an Official Map, and all powers and duties incidental and related thereto, or to recommend changes from time to time, for the present and future development or redevelopment of the Village, all as more expressly described in Article 11, Division 12 of the Illinois Municipal Code, 65 ILCS 5/11-12-4, et seq.

2-6-4: RULES AND PROCEDURES: The Zoning Board shall have the power to adopt, amend or repeal its own procedural rules from time to time, provided the same are not inconsistent with law, including this Chapter.

2-6-5: REPORTS AND RECOMMENDATIONS: The Zoning Board shall convene a public hearing to review and consider any application identified in Section 2-6-3 herein, within sixty (60) days from which a complete application has been referred to it. Written findings and/or recommendations of the Zoning Board shall be submitted to the Village Board of Trustees within sixty (60) days from the vote, addressing the factors set forth in Chapter 14 of Title 6.

The Village Board of Trustees shall act upon the written findings and recommendation of the Zoning Board within not more than sixty (60) days from the last date the Zoning Board votes on an application. The failure of the Zoning Board to forward its written findings and recommendations to the Village Board of Trustees within the time period provided herein, or as extended with the agreement of the applicant, shall result in the recommendation on the application or request being deemed approved, and the Village Board of Trustees shall consider the recommendation accordingly. Without further public hearing, the Village Board of Trustees shall approve, deny, or refer the application back to the Zoning Board for further consideration. An application which fails to receive an approval recommendation of the Zoning Board must include written findings based upon the items set forth in Chapter 14 of Title 6 and must receive a favorable vote of two-thirds (2/3) of all the elected members of the Village Board of Trustees to be approved. An application which receives the approval recommendation of the Zoning Board may be denied by a majority vote of the Village Board of Trustees.

In no case shall a building permit be issued where the permit plans are not in strict compliance with the conditions for final zoning approval. Any building permit issued in violation of this Section shall be null and void.

2-6-6: APPEALS: Any person aggrieved by action taken under the regulations of Title 6 may appeal any order, requirement, decision or determination made by the Zoning Board. Within thirty (30) days from the determination made by the Zoning Board, an application for appeal shall be filed with the Zoning Administrator, who shall forward such appeal to the Village Board of Trustees for its consideration. Any applicant seeking an appeal will also be provided an opportunity to present oral comments directly to the Village Board of Trustees.

VILLAGE OF LINCOLNSHIRE
LAKE COUNTY, ILLINOIS

ORDINANCE NO. _____

AN ORDINANCE
AMENDING TITLE 2, CHAPTER 6 (ZONING BOARD) OF
THE VILLAGE OF LINCOLNSHIRE VILLAGE CODE

WHEREAS, the Village of Lincolnshire, an Illinois home rule municipal corporation, has the authority to adopt ordinances and promulgate rules and regulations that pertain to its government and affairs, including the coordination and operation of various activities and structures within its boundaries, and to protect the public health, safety, and welfare of its citizens; and

WHEREAS, the Corporate Authorities of the Village of Lincolnshire find it necessary for the promotion and preservation of the public health, safety and welfare of the Village that the administration and enforcement of the Zoning Code be reviewed for legality, efficiency and predictability; and

WHEREAS, the Board of Trustees find that expanding the membership of the Zoning Board (“Zoning Board”) will result in greater efficiency in the administration of zoning applications for which the Zoning Code requires a recommendation or final action by the Zoning Board; and

WHEREAS, following deliberation, the Village Board desires for the Zoning Board full membership to be increased by one (1), for a total of six (6) full members, to improve the administration and enforcement of the Zoning Code.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village Of Lincolnshire, Lake County, Illinois, in exercise of its home rule powers, as follows:

SECTION ONE: The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance as though fully set forth herein.

SECTION TWO: Title 2 of the Village of Lincolnshire Village Code (Boards and Commissions) is hereby amended as follows:

A. Section 2, Chapter 6 of Title 2 (Zoning Board) is hereby amended in the manner described below:

2-6-2: BOARD MEMBERSHIP

- A. Membership Criteria: The Zoning Board shall consist of ~~five~~six (56) regular members and one (1) alternate member, all of whom shall be residents of the Village and shall serve without pay. The ~~five~~six (56) full members shall attend and participate in all meetings of the Zoning Board and shall vote on all matters coming before the Zoning Board. The one alternate member shall attend and participate in all meetings of the Zoning Board, but shall only vote in the event one or more full members are absent at the time any vote is taken. All members shall be appointed by the Mayor subject to the advice and consent of the Village Board of Trustees, based upon their particular education, training, experience, judgment or other relevant professions or trades. One full member shall be appointed chairman by the Mayor.
- B. Membership Terms: All full members of the Zoning Board shall hold office for the term of three (3) years. The alternate member shall be appointed for a term of one (1) year.
- C. Vacancy: If a vacancy shall occur in any of the full membership, the alternate member shall be appointed to fill such vacancy. Additional vacancies in the full and alternate membership shall be filled in the same manner as the original appointments and for the period remaining in the term of the member being filled at the time of replacement.
- D. Quorum: All meetings of the Zoning Board shall be held at the call from the Chairman or ~~two~~three (23) members of the Zoning Board. ~~Three~~Four (34) members of the Zoning Board shall constitute a quorum. Any action must receive the approval vote of four (4) members present at the meeting. Failure to obtain four (4) affirmative votes shall be deemed disapproval of the action under consideration.
- E. Removal: The Mayor shall have the authority to remove any member of the Zoning Board if it is determined the best interests of the Village require removal. The Mayor shall report his or her reasons for the removal to the Village Board of Trustees within thirty (30) calendar days prior to removal, which must receive a favorable vote of two-thirds (2/3) of all elected members of the Village Board of Trustees and shall be entered upon the record of the corporate authorities. If the Mayor fails to report his or her reasons for the removal within thirty (30) calendar days or is overruled by the Village Board of Trustees, the member term shall remain. No member shall be removed a second time for the exact same factual occurrence.
- F. Secretary: A representative of the ~~Department of Community & Economic Development~~ Department shall serve as secretary. The Zoning Board shall keep minutes of its meetings, including a record showing the vote of each member upon every question. The Zoning Board secretary

shall be the custodian of all such minutes and all reports, recommendations, documents, exhibits, and other material pertaining to the conduct of the affairs of the Zoning Board.

- G. Conflict of Interest: No elected or appointed official or public employee, or family member of an elected or appointed official or public employee, or paid consultant of the Village shall appear on behalf of or represent any person or organization at any proceeding before the Zoning Board or the Village Board, except on behalf of himself or a member of his/her household, or on behalf of an ~~eleemosynary~~ charitable organization, when zoning, permits or the expenditure of Village funds are not an issue.

SECTION THREE: If any section, subsection, sentence, clause, phrase or application of this Ordinance, or any regulations adopted hereby, is for any reason held invalid or unconstitutional by any court of competent jurisdiction, either facially or as applied, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof or any other application under which such provision is deemed permitted.

SECTION FOUR: All prior Ordinances in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

SO ORDAINED this _____ Day of _____, 2019, at Lincolnshire,
Lake County, Illinois.

AYES:

NAYS:

ABSENT:

APPROVED:

Elizabeth J. Brandt, Mayor

DATE: _____

ATTEST:

Barbara Mastandrea, Village Clerk

REQUEST FOR BOARD ACTION
Committee of the Whole
June 10, 2019

Subject:	Crosstown Watermain (Segment 3 - Duffy Road to Half Day Road) Improvement Project
Action Requested:	Consideration of Professional Service Contract with Bollinger, Lach, & Associates for Water Main Improvement Design, Permits, and Bidding Services Segment 3 Crosstown Watermain Project– (Riverwoods Road -Duffy Lane to IL Route 22) at a Cost not to Exceed \$83,412.91. (Village of Lincolnshire)
Originated By/Contact:	Wally Dittrich, P.E., Assistant Public Works Director/Village Engineer
Referred To:	Mayor and Board of Trustees

Summary / Background:

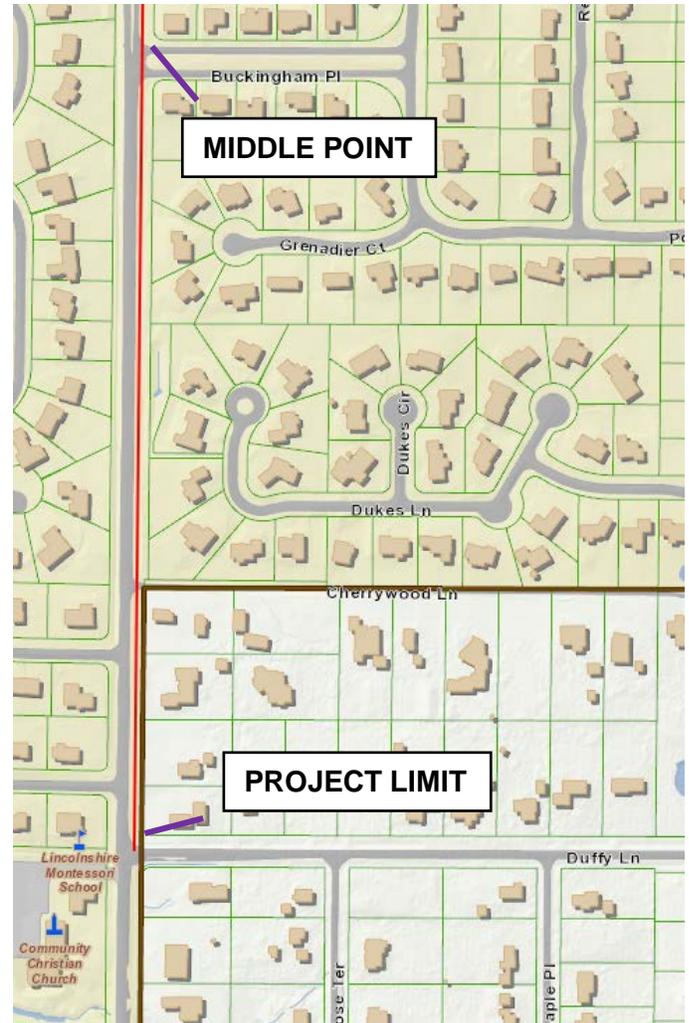
Staff issued a Request for Qualifications in February 2019 for consulting engineering services to design and oversee the construction of Segment 3 of the Crosstown Water Main Project (Riverwoods Road – Duffy Lane to IL Route 22). Staff received proposals from nine (9) consulting firms. After a thorough internal review with members of the Public Works Department, staff negotiated a contract with Bollinger, Lach, and Associates (BLA) for the design of the project.

BLA's familiarity with the project in working on the Segment 2 Crosstown Watermain Project (Queens Way to Kings Cross Drive to Buckingham Place) project in 2019 make them the strongest candidate for the next segment of the job. They have excellent understanding of the project, possess experience working construction jobs in Lincolnshire, and are familiar coordinating with residents during watermain construction phases.

The goal of this project is to place approximately 4,200 linear feet of new water main from the intersection of Duffy Lane and Riverwoods Road north across IL 22 ending on the north east corner of the intersection of IL 22 and Riverwoods Road to improve water quality and fire flow capabilities for areas north of IL 22. Included in the design will be a new connection to the existing main at Duffy Lane, Buckingham Place and a cross connection at Yorkshire Drive. Plan and design work will include all related to required bike path work and required restoration along Riverwoods Road, as well as an evaluation of alternatives to provide for temporary bike path during construction.

The Village has budgeted funds in its capital program to design and bid these improvements for construction in 2020. BLA will also assist the Village with construction oversight of the project once the project begins. The RFQ also included construction engineering services as well as provisions for the same consultant to continue on the next phase of the project which will be from IL 22 to Brampton. Separate contracts for this work will be brought forward at a future date.

Project Location



Budget Impact:

The Village's Fiscal Year 2020 Budget allocates a total of \$100,000 for the design of the Segment 3 Crosstown Watermain Project (Riverwoods Road-Duffy Lane to IL Route 22) in the 2019 Water & Sewer budget.

Service Delivery Impact:

This project will improve the operation and reliability of the village's water distribution system in this area and the areas north of IL Route 22 along the Riverwoods Road corridor.

Recommendation:

Staff recommends approval of a professional service contract with Bollinger, Lach, & Associates for performing the design, permitting and bid preparation of the project. This engineering firm has performed other infrastructure improvements with the Village and was the most qualified and experienced firm that submitted a proposal to perform the work.

Reports and Documents Attached:

- Proposed Professional Service Agreement with Bollinger, Lach, & Associates

Meeting History	
Initial Referral to Village Board (COW):	June 10, 2019



BLA, Inc.
5/23/2019

Phase II-Design
Village of Lincolnshire
Cross Town Water Main Installation Segment 3
Lake County

PROJECT SCOPE DESCRIPTION

BLA, Inc. proposes to prepare engineering design services for Segment 3 of the Cross Town Watermain Installation within the Village of Lincolnshire, Illinois. Work shall consist of preparing engineering plans and specifications for purposes of providing water main placement, roadway rehabilitation (patching at road crossings), bike path removal and replacement, details regarding the crossing of IL 22, maintenance of traffic, minor drainage improvements and permitting with both LCDOT and IDOT.

A general overview of each element of the scope is as follows with detailed discussions to follow within this description:

Water main limits of improvement are from the intersection of Duffy Lane and Riverwoods Rd north to just the north side of IL 22. This total improvement is approximately 4,200 lf of water main placement. Work will include placement of new ductile iron main, valve vaults, gate valves and addition / replacement of fire hydrants as required. Connection to the existing main at Duffy Lane, Buckingham Place and a cross connection at Yorkshire is anticipated. Concept routing of the watermain north of IL 22 will be done to facilitate future connection to north.

Typical section and profile corrections are included for the new bike path. BLA will investigate alternatives to provide temporary path options during construction.

Utility coordination meetings are anticipated due to the complexity of the existing utilities within the corridor.

BLA's written scope of services also includes the written scope of services of all sub consultants to BLA contained herein and after.



BLA, Inc.
5/23/2019

Engineering Design Activities

Data Review: BLA will contact the JULIE One-Call system to obtain existing utility atlases for private “dry” facilities (gas main, telephone, cable, fiber optic, overhead/underground electric, etc.) in the area. Those utilities which do not have an auto-respond system shall be contacted by mail or via email to obtain the necessary atlases. BLA will also review Village utility atlases for storm sewer, sanitary sewer, and water main and verify these against the topographic survey to confirm the alignment and position of these facilities.

Topographic Survey: BLA [Jade Surveying] will obtain a complete above and below ground topographic survey of the project limits. This shall consist of topo of the east half of the Riverwoods ROW to 15’ past east ROW limits with about 750’ of full ROW topo for the length of proposed improvements. This shall consist of obtaining all existing features within the project corridor including (but not limited to) pavement cross sectional elevations, driveway aprons, visible above-ground “dry” utilities (electric, telephone, etc.), and detailed measure downs of public facilities (sanitary, water, storm) along with top of casting elevations (rim grade, flange elevations, etc.). Project right-of-way and property lines will be prepared from research through tax map records and coordination with the Village regarding any existing easements that may be present. No title searches will be conducted as part of this scope of work as land acquisition is not anticipated for the project.

Isolated, standalone trees 6” and larger diameter will be located and measured. Areas of clustered trees and/or brush will be located by means of perimeter location along the tree line.

Project will be located on state plane coordinates, NAVD88 datum.

Geotechnical Investigation: BLA [SEECO Consultants]

Soil borings will be obtained along with split samples for IEPA-662 certification along the project length.

Detailed Design Engineering Plans & Project Deliverables

Title Sheet: BLA will prepare a title sheets according to the IDOT BDE manual chapter 63. This shall depict design criteria, a list of details and highway standards, location map, signature block, and other pertinent items. At the completion of the project prior to advertising for bid, the title sheet will be signed and sealed by a State of Illinois Licensed Professional Engineer.

Notes, Index and Standards: The sheet will include a list of applicable highway standards; Village of Lincolnshire Standards; IDOT District 1 standards; general notes (IDOT and utilities), and other pertinent general notes including Lake County DOT, Lake County SMC and or the McHenry/Lake Soil & Water Conservation District.



BLA, Inc.
5/23/2019

Summary of Quantities: BLA will prepare sheets summarizing a line-by-line estimate of contract quantities. The pay items will be double spaced in the summary of quantity sheets with spacing and text sizing set according to the latest IDOT standards which list approximately 14 quantities per sheet

Schedule of Quantities: The sheets will have items difficult to locate in the plans and will help locate quantities.

Alignment, Ties and Benchmarks: The sheet will include incorporation of a complete alignment with curve data, ties and benchmarks for the proposed alignment for purposes of establishing a geometric layout during construction.

Removal Plan: The removal plan will be prepared for the geometry for the length of the project to take into account the existing items (existing roadway pavement, shoulders, trees/brush, piling walls, trees, etc.) which will be removed as a result of the improvements. The removal plans will have two panel views per sheet at a suitable, visible scale.

Maintenance of Traffic (MOT): A maintenance of traffic plan will be prepared for the project. It is anticipated that most work will be contained off the roadway under the bike path space but temporary lane reductions / flagging operations will be needed along the corridor. This work will meet LCDOT and IDOT standards.

A signing legend and typical sections will be prepared as separate sheets.

Bike Path Restoration: Plan and profile sheets will be generated for any work related to required bike path work and restoration needed along Riverwoods.

Water Main Layout Details It is anticipated that this task shall consist of water main design and verification of the existing storm drainage system. For purposes of storm sewer, minimal improvements are thought to be necessary as existing sewer will be generally replaced in-kind or converted to water main quality pipe for IEPA standards. Areas of standing water that can be corrected by small adjustments shall be designed and connected to the existing drainage network.

Water main shall be designed on a concept routing basis and presented to the Village for approval. This concept shall consist of a proposed alignment which identifies water main routing, cross connections, cuts/plugs/stubs, bends, tees, hydrant placement, and all other criteria germane to the design of the water main. Following approval of this concept, the water main shall be detailed within the project drainage and utility plans.

BLA will investigate different alternatives for the replacement of the water main if required. Each alternative will be sensitive to maintenance of traffic concerns, IEPA spacing requirements and maintaining access to the residential properties and Laura Sprague School. Also maintaining water and sewer services throughout construction will be a key element and minimizing or eliminating impacts to driveways and curbs with construction equipment. It is understood Zinc coated Ductile Iron is the preferred material to be used with tracer wire and V-Bio poly



BLA, Inc.
5/23/2019

wrap. Engineer's opinion of probable cost will be developed for each alternative and discussed with the Village of Lincolnshire. BLA will work closely with the Village regarding the alternatives and make a recommendation on a preferred alternative. Estimates of time for each alternative will be prepared. Once the preferred alternative is chosen, BLA will develop the final engineering plan and profile sheets, special provisions and construction details for all utility work. Work shall also include plans for the removal and or abandonment of existing utilities as required.

Drainage and Utilities Plan: The plans will be similar to the roadway plan layout and will have all existing and proposed drainage system improvements along with all existing utilities. This plan shall include plan and profile views of both existing and proposed facilities including existing and proposed water main, sanitary sewer repairs, storm sewer rehabilitation (both as necessary), and any new proposed facilities determined during design.

Water main callouts will be placed on this plan in a clear manner for the contractor to follow and sequence operations. Notes regarding all crossings will be detailed in the plans.

Landscaping Plans: Two panel views per sheet at a suitable scale will be prepared for this project and shall consist of parkway restoration for affected areas. Detailed "custom" landscaping plans are not anticipated for this project.

Erosion Control Plans: BLA will prepare permanent and temporary erosion control plans as one overall plan (i.e. not per stage); however, any temporary drainage details as a result of the staging will be designed and detailed. BLA will prepare the detail sheets as needed for obtaining all permits as well as preparing the documentation needed for the NPDES-SWPPP permit.

Specifications & Special Provisions: Detailed project specifications and special provisions will be prepared for the Pre-final and Final submittal. This shall consist of all pay items described within the project with appropriate standards referenced for standard items and special provisions written which detail the work and method of payment for non-standard items. References to the Illinois Standard Specifications for Roadway and Bridge Construction (2016 Edition) will be utilized for roadway and storm sewer items. Water main and sanitary items shall be detailed according to the Village of Lincolnshire Standards.

Estimate of Time: The form will be prepared for each alternative and the final preferred alternative estimate of time will be updated for the Prefinal and Final plan submittal.

Estimate of Cost: The form will be prepared and updated per each alternative and submittal (Preliminary, Pre-final and Final) for all items.

Consultant/Village Details: BLA anticipates the details for construction entrances, approaches, special drainage connections, structure details, bike path, etc. as well as incorporation and any special modifications to standard details. Also special details for work within the IDOT ROW will be required.

Permit Coordination: Anticipated permits for the project as a whole include the McHenry/Lake



BLA, Inc.

5/23/2019

(MLSWCD) Permit, SWPPP preparation for the NPDES permit. An IEPA Water Main permit will also be required for the proposed water main. A permit from IDOT for work within the IL 22 corridor will be secured. A permit from the Lake County DOT for work in the Riverwoods ROW will also be obtained prior to construction.

QC/QA: BLA will perform the QC/QA throughout the project; the detailed QC/QA will be emphasized at the time of the three-milestone submittal.

Deliverables: Project deliverables are outlined in the “Direct Costs” tab of the cost portion of the proposal. Project digital files will be provided to the Village of Lincolnshire at project completion in Microstation .dgn format.

Not-Included Scope of Work Items

The following items are not included in the project scope of work but can be added at the Village’s request:

- Structural Engineering Design (retaining walls, junction chambers, box culverts, etc.)
- Detailed Landscaping Elements
- Irrigation Design
- Roadway Cross Sections
- PESA/PSI
- Platting & Legals/Land Acquisition Services and/or Appraisals & Negotiations
- Traffic Counts or Studies/Modeling
- Lighting Design or Photometric Calculations
- Pavement Cores
- Roadway Evaluation Reports
- Phase III Engineering Services



May 21, 2019

VIA EMAIL

wdittrich@lincolnshireil.gov

Mr. Walter Dittrich, P.E.
Assistant Public Works Director/Village Engineer
One Olde Half Day Road
Lincolnshire, IL 60069

Re: Crosstown Watermain Project Segment 3
Lincolnshire, IL

Dear Mr. Dittrich:

We at Bollinger, Lach & Associates, Inc. (BLA) appreciate the opportunity to provide this professional services proposal for the above-referenced project. Pursuant to your request, we are submitting this professional services proposal for work on the above-referenced site. Following is a brief scope of work and the associated fee. We are available immediately to discuss specific details and scheduling requirements. We understand that timing is critical on this work and we will make every effort to complete this work in as timely a manner as possible. We will commence with the following scope of work upon your notice to proceed and authorization.

BLA, Inc. proposes to prepare engineering design services for Segment 3 of the Cross Town Watermain Installation within the Village of Lincolnshire, Illinois. Work shall consist of preparing engineering plans and specifications for purposes of providing water main placement, roadway rehabilitation (patching and possibly resurfacing) and minor drainage improvements as required along the project limits as required.

SURVEY SCOPE OF WORK AND FEES

S.01 – Topographic Survey

BLA [Jade Surveying] will obtain a complete above and below ground topographic survey of the project limits. This shall consist of topo of the east half of the Riverwoods ROW to 15' beyond with about 750' of full ROW top for the length of proposed improvements. This shall consist of obtaining all existing features within the project corridor including (but not limited to) pavement cross sectional elevations, driveway aprons, visible above-ground “dry” utilities (electric, telephone, etc.), and detailed measure downs of public facilities (sanitary, water, storm) along with top of casting elevations (rim grade, flange elevations, etc.). Project right-of-way and property lines will be prepared from research through tax map records and coordination with the Village regarding any existing easements that may be present. No title searches will be conducted as part of this scope of work as land acquisition is not anticipated for the project.

Isolated, standalone trees 6” and larger diameter will be located and measured. Areas of clustered trees and/or brush will be located by means of perimeter location along the tree line.

Project will be located on state plane coordinates, NAVD88 datum.

S.02 – IEPA-662 Certification

BLA [SEECO Consultants]. Soil borings will be obtained along with split samples for IEPA-662 certification along the project length.

ENGINEERING SCOPE OF WORK AND FEES

E.01 – Permits

Anticipated permits for the project as a whole include the McHenry/Lake (MLSWCD) Permit, SWPPP preparation for the NPDES permit. An IEPA Water Main permit will also be required for the proposed water main. A permit from IDOT for work within the IL 22 corridor will be secured. A permit from the Lake County DOT for work in the Riverwoods ROW will also be obtained prior to construction.

E.02 – Preliminary Engineering

BLA will provide preliminary engineering plans (60%) for the items described in the Project Scope Description portion of the proposal.

E.03 – Prefinal Engineering

BLA will incorporate comments received by the Village as well as outside permitting agencies and develop the preliminary engineering plans to a prefinal state (95%) for the items described in the Project Scope Description portion of the proposal.

E.04 – Final Engineering

BLA will incorporate comments received by the Village as well as outside permitting agencies and finalize the pre-final plans for the items describe in the Project Scope Description portion of the proposal. This shall consist of preparing a complete set of documents for project bidding.

The following items are not included in the above scope of work, but can be performed at the hourly rates listed below or an engineering quote can be supplied upon receiving a more defined scope at a later date.

The following items are not included in the above scope of work:

- Any other work not specified above
- Structural Engineering Design
- Detailed landscaping elements
- Irrigation Design
- Phase III Engineering Services (Separate Proposal)
- PSI
- Platting and Legals/Land Acq Services
- Lighting Design or Photometric Calculations.

Any items not specifically included in the above scope of services will be considered extra work to be performed at your direction. Our man hour and backup information is also being provided as an attachment to this proposal.

This work shall be performed for a total fee estimate of.....\$83,412.91

Invoices will be mailed out monthly with Cost Plus Fixed Fee documentation backup. Payment is to be made within thirty days after receipt of our invoice.

Please let us know if any of the above information is at variance with your instructions. If this correctly reflects your instructions and is acceptable, please sign below and return one copy for our file.

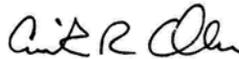
Thank you for requesting BLA-INC. to do this work.

Should you have any questions or require additional information please contact us at (630) 438-6400.

Sincerely,
BLA-INC.



Dan Bruckelmeyer, P.E.
President/CEO



Erik Olson, P.E.
Project Manager

ACCEPTANCE:

VILLAGE OF LINCOLNSHIRE

BY: _____

TITLE: _____

DATE: _____

PAYROLL ESCALATION TABLE FIXED RAISES

FIRM NAME
PRIME/SUPPLEMENT

BLA, Inc.
Crosstown Watermain Segment 3

DATE 05/23/19
PTB NO. _____

CONTRACT TERM 6 MONTHS
START DATE 7/1/2019
RAISE DATE 1/1/2020

OVERHEAD RATE 104.18%
COMPLEXITY FACTOR _____
% OF RAISE 3.00%

ESCALATION PER YEAR

7/1/2019 - 12/31/2019

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6
6

= 100.00%
= 1.0000

The total escalation for this project would be:

0.00%

Subconsultants

Crosstown Watermain

FIRM NAME BLA, Inc.

DATE 05/23/19

PRIME/SUPPLEMENT Crosstown Watermain Segment 3

PSB NO. _____

NAME	Direct Labor Total	Contribution to Prime Consultant
Jade Surveyors	16,000.00	1,600.00
Seeco	1,825.00	182.50
		0.00
		0.00
		0.00
		0.00
		0.00
		0.00
		0.00
Total	17,825.00	1,782.50

AVERAGE HOURLY PROJECT RATES

Crosstown Watermain
FIRM
PSB
PRIME/SUPPLEMENT

BLA, Inc.
Crosstown Watermain Segment 3

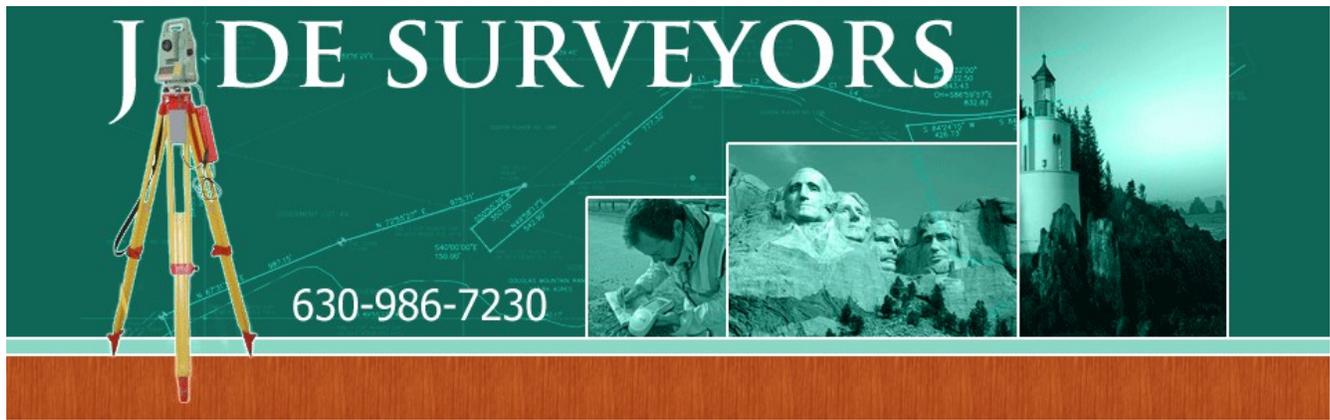
DATE 05/23/19

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			Preliminary Engineering			Prefinal Engineering			Final Engineering			Permits			Hours	% Part.	Wgtd Avg
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg			
Principal	70.00	19	2.84%	1.99	13	2.92%	2.04	5	3.14%	2.20	1	3.13%	2.19						
Project Manager	52.29	146	21.86%	11.43	80	17.98%	9.40	28	17.61%	9.21	6	18.75%	9.80	32	100.00%	52.29			
Project Engineer	36.96	255	38.17%	14.11	178	40.00%	14.78	64	40.25%	14.88	13	40.63%	15.02						
Design Engineer	30.38	248	37.13%	11.28	174	39.10%	11.88	62	38.99%	11.85	12	37.50%	11.39						
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TOTALS		668	100%	\$38.81	445	100.00%	\$38.11	159	100%	\$38.13	32	100%	\$38.40	32	100%	\$52.29	0	0%	\$0.00

BLA Direct Costs
PROJECT: Cross Town Watermain

	<u># of Sets</u>	<u>Size</u>	<u># of Sheets</u>	<u>Rate per Sheet</u>	<u>Total</u>
<u>PRELIMINARY PLANS</u>					
Plan Sets (full size)	2	22"x34"	50	\$2.60	\$260.00
Plan Sets (quarter size)	4	11"x17"	50	\$0.25	\$50.00
Cost Estimate	4	8.5"x11"	2	\$0.10	\$0.80
Vehicle Days (Site Visits, Meetings)			3	\$48.00	\$144.00
				SubTotal	\$454.80
<u>PRE-FINAL PLANS</u>					
Plan Sets (full size)	2	22"x34"	50	\$2.60	\$260.00
Plan Sets (quarter size)	4	11"x17"	50	\$0.25	\$50.00
Special Provisions	4	8.5"x11"	75	\$0.10	\$30.00
Cost Estimate	4	8.5"x11"	2	\$0.10	\$0.80
IEPA Permits	3	8.5"x11"	10	\$0.10	\$3.00
Vehicle Days (Site Visits, Meetings)			2	\$48.00	\$96.00
				SubTotal	\$439.80
<u>FINAL PLANS</u>					
Plan Sets (full size)	2	22"x34"	50	\$2.60	\$260.00
Plan Sets (quarter size)	4	11"x17"	50	\$0.25	\$50.00
Special Provisions	4	8.5"x11"	75	\$0.10	\$30.00
Cost Estimate	4	8.5"x11"	2	\$0.10	\$0.80
Vehicle Days (Site Visits, Meetings)			1	\$48.00	\$48.00
				SubTotal	\$388.80
				Grand Total	\$1,283.40



May 21st, 2019

Erik Olson, P.E., DECI
Project Manager
BLA, Inc.
333 Pierce Road, Suite 200
Itasca, IL 60143
630-438-6400
eolson@bla-inc.com

RE: Riverwoods Rd, Lincolnshire, IL

Dear Erik,

Thank you for the opportunity to provide a proposal for professional land surveying services. JADE Surveyors can provide a Topographic Survey for a fee of **\$16,000**.

This includes approximately 3,750 lineal feet of half ROW + 15' beyond to the east and it includes about 750 lineal feet of full ROW + 15', as highlighted on the map you provided. Northerly limit is just north of Half Day Rd and the Southerly limit is just south of Duffy Ln. ROW lines will be shown per found survey monuments and Lake County tax maps. All visible improvements and utilities will be located and a design stage JULIE will be called to assist in mapping underground utilities. Includes stand alone trees or edge of brush in overgrown areas.

The survey can be completed within 6 weeks. Should this proposal be acceptable, please sign and email a copy as authorization to proceed.

Respectfully Submitted,

Leslie Aaron Doogs, P.L.S.
JADE SURVEYORS LLC
304 Orchard Ave
Oswego, IL 60543
L.A.Doogs@jadesurveyors.com

Authorized by: _____

Date: _____

Environmental Property Transfer
Site Assessments

Underground Tank Management

LUST & RCRA Environmental
Closure Plans & Permits

Groundwater Hydrogeologic
Investigations & Monitoring

Wetland Mitigation
Studies & Permits

SEECO Environmental Services, Inc.

SPECIAL AND HAZARDOUS WASTE MANAGEMENT

Hazardous Waste Site
Environmental Assessments &
Remedial Design

Hydrocarbon Contaminated
Soils & Groundwater
Remediation Design &
Clean-Up

Asbestos Management Services

Industrial Hygiene Services

Indoor & Outdoor Air
Quality Studies & Permits

May 22, 2019

Mr. Erik Olson, P.E.
BLA, Inc.
333 Pierce Rd., Ste. 200
Itasca, IL 60143

PROPOSAL AND CONTRACT

CCDD Sampling, Testing and LPC Form Preparation for
Riverwoods Road – Duffy to Half Day, Lincolnshire, IL

Dear Mr. Olson,

Pursuant to your request, SEECO Environmental Services, Inc. is pleased to present our proposal for the above referenced project. In preparing our proposal, we have reviewed pertinent information provided and have visited the site. The proposal has been based upon your request.

The scope of work SES is prepared to undertake is as follows:

- Limited Due Diligence will be performed utilizing IEPA databases. Potentially Impacted Properties (PIPs), if any, will be identified.
- From 8 probes representative soil samples will be collected and field screened for the presence of volatile organic vapors using a photo ionization detector (PID). Visual and olfactory senses will also be used to screen the soil samples for the presence of petroleum hydrocarbons. If no samples display an elevated PID reading, then the soil will be assumed to be, to the best of our knowledge, clean, uncontaminated fill material.
- Since Due Diligence indicates that one area is adjacent to a PIP, representative soil samples will be collected and field screened for the presence of volatile organic vapors utilizing a photoionization detector (PID). Visual and olfactory senses will also be used to screen the soil samples for the presence of petroleum hydrocarbons and deleterious materials. Samples collected and screened that display an elevated PID reading or are at locations adjacent to a PIP may be chemically analyzed by an Environmental Laboratory for the following parameters: pH, VOCs, SVOCs and Total 8 RCRA Metals. If chemical analysis results indicate no contamination above MAC objectives, then the soils tested will be assumed to be, to the best of our knowledge, clean, uncontaminated fill material. This information will be documented on the IEPA LPC-663 form. If test results indicate that the soils are contaminated above said objectives, we will consult with you regarding alternate means of disposal. Assuming the test results meet MAC Table limits, one LPC 663 form will be prepared.

Note: Screening or pre-screening of samples at job site is no guarantee that landfill facility will accept/not reject materials. Nor is it a determination that the site is entirely clean of contaminants per IEPA standards. Preparation of LPC 662 or 663 Forms and performance of environmental chemical analysis is no guarantee that material will be accepted by landfills or CCDD facilities. Landfill acceptance chemical testing is not included.

PROPOSAL AND CONTRACT

CCDD Sampling, Testing and LPC Form Preparation for
Riverwoods Road – Duffy to Half Day, Lincolnshire, IL

May 22, 2019
Page 2

The estimated costs for these services are as follows:

Limited Due Diligence, sampling and preparation of LPC 663 form, including 1 sample
tested for VOCs, SVOCs, 8 RCRA Metals and pH as stated: **\$1,825.00**

Additional services, if needed/requested and preapproved:

Project Engineer \$120.00/Hr
Environmental Laboratory Analysis if warranted quoted as needed.

Invoicing terms are net due 30 days from date of invoice. Approval will be obtained prior to initiating additional work, if any. We will proceed with the work as outlined after we receive a signed copy of this proposal. It should be noted that the attached General Conditions are an integral part of our contract for professional services and that by signing and dating this proposal, it is represented that you have read this proposal and the attachments in their entirety and accept the terms and conditions set forth.

If there are any questions with regard to this proposal, I would be glad to discuss them with you. We are very interested in providing you with our services on this project and assure you of our utmost cooperation.

APPROVED:

Respectfully submitted,
SEECO Environmental Services, Inc.

Name of Firm



Donald C. Cassier
Director of Field Services

Authorized Signature



Collin W. Gray, S.E., P.E.
President

Date

Please sign one copy and return it to our office and retain one copy for your files.

DCC:arm

Attachment

SEECO Environmental Services, Inc. - General Conditions

Scope of Work

SEECO Environmental Services, Inc. (hereinafter called SES) shall perform the services defined in this contract and shall invoice the Client for those services at the stated amount or standard rates shown on the attached fee schedule. The estimate of cost to the Client as stated in this contract shall not be considered as a firm figure, but only an estimate unless otherwise specifically stated in this contract. SES will provide additional services under this contract as requested by the Client and invoice the Client for those additional services at the standard rates, as quoted.

Soil Boring Locations

It is understood that the Client will furnish SES with a diagram indicating both the location of the site and the borings on that site. SES reserves the right to deviate a reasonable distance from the boring location specified unless this right is specifically revoked by the Client in writing at the time the location diagram is supplied. SES reserves the right to terminate this contract if conditions preventing the drilling at the specified locations are encountered which were not made known to SES prior to the date of this contract. SES will contact the underground utility locate network responsible in the locale being drilled. However, SES is not responsible for damage to underground utilities that are not marked, located or mislocated/mismarked whether said utility is party to the locating network or not. Client is responsible for locating proprietary utilities and/or underground structures and appurtenances. SES will backfill the boreholes with soil cuttings and match the surface to existing conditions, unless otherwise stated in the contract. SES is not responsible to maintain boreholes beyond initial backfilling, for any repair of settled backfill, or any costs associated with potential borehole settlement, including reparations or personal injury beyond our active on site exploration time.

Construction Observation and Testing

Unless otherwise stated in contract, field personnel charges are subject to an eight hour minimum, including portal-to-portal travel time. Any cancellations onsite will incur said eight hour minimum. Telephone cancellations received after travel time has commenced, but prior to arrival at the job site will incur a minimum charge of 3 hours to the client.

Access to Sites

Unless otherwise agreed, the Client will furnish SES with right-of-access to the site in order to conduct the planned investigation or inspection. SES will take responsible precautions to minimize damage to the site due to its operations, but has not included in the fee the cost of restoration of any damage resulting from the operations. This includes crop damage/restoration costs. If the Client desires, SES will restore any damage to the site and add the cost of restoration to the fee stated in the proposal contract.

Samples/Reports

All samples of soil and rock will be discarded 60 days after submission of the report unless the Client advises SES in writing to the contrary. SES will furnish three copies of each report to the client.

Subcontracts/Assignments

SES reserves the right to subcontract Civil, Geotechnical and Structural Engineering and related support services to SEECO Consultants Inc. and construction inspection, observation and testing services to SEECO Construction Services, Inc. Subcontracting rights are not limited to stated services or entities. Client may not assign this contract without express written consent of SES.

Invoices

Invoices will be submitted once a month for services performed during the prior month. Payment will be due within 30 days of receipt of invoice unless otherwise stated in contract. Interest will be added to delinquent accounts at the rate of two percent per month for each month of delinquency. The billing rates as described in the contract may be increased on the annual anniversary of the effective date of this contract at an annual rate not to exceed 10%. Any and all costs incurred in collecting delinquent invoices, including but not limited to legal fees, filing fees and costs, court costs, etc. will be added to the amount due.

Liability

SES is protected by Workman's Compensation Insurance (and/or employer's liability insurance) and by public liability insurance for bodily injury (limit \$1,000,000) and property damage (limit \$1,000,000) and will furnish certificates of insurance upon request. Within the limits of the insurance, SES agrees to save the Client harmless from loss, damage, injury or liability arising directly from the negligent acts or omissions of SES and its employees. If the Client's contract places greater responsibility upon SES or requires increased insurance coverage, SES will, if specifically directed by the Client, take out additional insurance, if obtainable, at the Client's expense, but will not be responsible for property damage from any causes, including fire and/or explosion beyond the limits of the insurance coverage.

Limitation of Liability

The Client recognizes the inherent risks connected with construction. In performing their professional services, SES will use that degree of care and skill ordinarily exercised, under similar circumstances, by reputable members of their profession practicing in the same or similar locality. No other warranty, express or implied, is made or intended by the proposal for consulting services or by furnishing oral or written reports of the findings made. It is agreed that the Client will limit any and all liability, claim for damages, cost of defense, or expenses to be levied against SES on account of any design defect, error, omission, or professional negligence to a sum not to exceed \$1,000.00. Further, the Client agrees to notify any contractor or subcontractor who may perform work in connection with any design, report or study prepared by SES of such limitation of liability for design defects, omissions, or professional negligence, and require as a condition precedent to their performing the work a like limitation of liability on their part as against SES. In the event the Client fails to obtain a like limitation of liability provision as to design defects, errors, omissions, or professional negligence, any liability of the Client and SES in such a manner that the aggregate liability for SES for such design defect to all parties, including the Client shall not exceed \$1,000.00. Limitation of liability stated herewith is extended to include SEECO Consultants, Inc. and SEECO Construction Services, Inc., and any and all officers, shareholders, employees and/or agents of SEECO Consultants Inc., SEECO Construction Services, Inc., and/or SEECO Environmental Services, Inc.

REQUEST FOR BOARD ACTION
Committee of the Whole
June 10, 2019

Subject: IDOT Resolution Regarding Construction on State Highway

Action Requested: Consideration of a Resolution Regarding Construction on State Highways (Village of Lincolnshire)

Originated By: Marc Facchini, Public Works Management Analyst

Referred To: Mayor and Board of Trustees

Summary / Background:

In order to perform necessary maintenance on the Village's sanitary sewer and water distribution system located in State of Illinois right-of-way on IL Route 21 and IL Route 22, the Illinois Department of Transportation (IDOT) requires the Village to pass a resolution stating all maintenance will be performed in accordance with IDOT permit requirements. The resolution also states the Village assumes liability for any damage which may occur due to such maintenance.

The requirement for this resolution originated in 2001, and IDOT requires its renewal bi-annually. IDOT requests the resolution to cover a two-year period to save time and reduce the paperwork associated with an annual resolution.

Budget Impact:

N/A

Service Delivery Impact:

N/A

Recommendation:

Staff recommends placement of the resolution for construction on State highways on the June 24, 2019 Consent Agenda for approval.

Reports and Documents Attached:

- Draft Resolution

Meeting History	
Committee of the Whole	June 10, 2019

VILLAGE OF LINCOLNSHIRE

RESOLUTION NO. _____

**A RESOLUTION ALLOWING CONSTRUCTION MAINTENANCE ACTIVITIES IN
STATE RIGHT OF WAY**

WHEREAS, the Village of Lincolnshire, hereinafter referred to as MUNICIPALITY, located in the County of Lake, State of Illinois, desires to undertake, in the years of 2019 and 2020, the location, construction, operation and maintenance of driveways and street returns, watermains, sanitary and storm sewers, street light, traffic signals, sidewalk, landscaping, etc., on State highways, within said MUNICIPALITY, which by law and/or agreement come under the jurisdiction and control of the Department of Transportation of the State of Illinois hereinafter referred to as DEPARTMENT, and,

WHEREAS, an individual working permit must be obtained from the DEPARTMENT prior to any of the aforesaid installations being constructed either by the MUNICIPALITY or by a private person or firm under contract and supervision of the MUNICIPALITY.

NOW, THEREFORE, be it resolved by the MUNICIPALITY:

FIRST: That MUNICIPALITY hereby pledges its good faith and guarantees that all work shall be performed in accordance with the conditions of the permit to be granted by the DEPARTMENT, and to hold the State of Illinois harmless during the prosecution of such work, and to assume all liability for damages to persons or property due to accidents or otherwise by reason of the work which is to be performed under the provision of said permit.

SECOND: That all authorized officials of the MUNICIPALITY are hereby instructed and authorized to sign said working permit on behalf of the MUNICIPALITY.

I, _____, hereby certify the above to be a true copy of the resolution passed by the MUNICIPALITY. Dated this _____ day
Of _____ A.D. _____

Corporate Seal

By: _____

REQUEST FOR BOARD ACTION
Committee of the Whole
June 10, 2019

Subject: Public Works Facility and Village Hall Soffit Repair Project

Action Requested: Consideration of Approval of a Contract for the Village of Lincolnshire Soffit Repair Project with ATP Enterprise Group, Inc. of Northbrook, IL in an Amount not to Exceed \$50,500 (Village of Lincolnshire)

Originated By: Wally Dittrich P.E., Assistant Public Works Director/ Village Engineer

Referred To: Mayor and Board of Trustees

Summary / Background: Staff has been working with Kluber Architects + Engineers for the design of the Village Hall and Public Works Soffit Repair Project. The work will include: demolition of existing drywall soffit at the Public Works facility and replace with new aluminum soffit, including new exterior can lights. In addition, work at the Village Hall includes selective demolition for the soffit to facilitate joint sealant of all gutter downspouts and soffit repair.

Staff received 4 qualifying proposals for the project with the lowest qualified bidder for the single contract base bid price being ATP Enterprises. ATP Enterprises did not acknowledge the Addendum issued to all bidders before the public bid opening date of 5/29/2019 to modify the bid alternate which was originally for removal and replacement of the drywall soffit at the Village Hall and changed to allow the drywall soffit to remain in place and just be covered with the aluminum; whereas, all other contractors acknowledged the issuance.

Staff recommends proceeding with the original base bid and not pursue the alternate bid to cover the entire drywall soffit at Village Hall with new aluminum soffit. The aluminum soffit alternative at the Village Hall was only for aesthetics and would not increase the useful life of the soffit as the repairs to the downspout will address water getting into the soffit. Based on the proposed scope of work, it is recommended to proceed with the lowest responsible bidder, ATP Enterprise Group, Inc. Staff has checked ATP Enterprise references and are confident awarding them the project.

Budget Impact:

The Village has a total of \$60,000 budgeted for the completion of the project at Public Works and at Village Hall.

Recommendation:

Staff recommend awarding a professional service contract with ATP Enterprises for the Soffit Replacement project at a cost not to exceed \$50,500.

Attachments:

- Bid Tab

Meeting History	
Committee of the Whole	June, 10, 2019

Company	Bid Bond	Addendum	Base Bid	Alternate No. 1	Total with Alternates	Cash for Allowance
G. Fisher	Y	Y	\$ 66,350.00	\$ 18,562.00	\$ 84,912.00	\$ 5,250.00
Orbis	Y	Y	\$ 76,500.00	\$ 26,500.00	\$ 103,000.00	\$ 10,800.00
Expedia	Y	Y	\$ 112,800.00	\$ 24,000.00	\$ 136,800.00	\$ 18,000.00
ATP Enterprises	Y	N	\$ 49,000.00	\$ 17,100.00	\$ 66,100.00	\$ 1,500.00

REQUEST FOR BOARD ACTION
Committee of the Whole
June 10, 2019

Subject: North Park Storage Facility - 1025 Riverwoods Road

Action Requested: Consideration of the Construction of a Storage Facility for Equipment and Materials in the North Park Maintenance Yard

Originated By/Contact: Wally Dittrich, Assistant Public Works Director/Village Engineer
Marc Facchini, Public Works Management Analyst

Advisory Board Review: Park Board and Architectural Review Board

Background:

The Village identified a need for a new storage facility in the maintenance yard at North Park, 1025 Riverwoods Road, as shown in Figure 1 and 2. The previous lean-to storage facility in the maintenance yard was inadequate for the equipment and materials needed to maintain the park and was demolished in 2017 due to its poor condition. A new 1,200-square foot storage facility is proposed to be constructed in the same general area to house materials and equipment that would otherwise be exposed to the elements or stored at the Public Works Facility on Schelter Road or 45 Londonderry Lane.

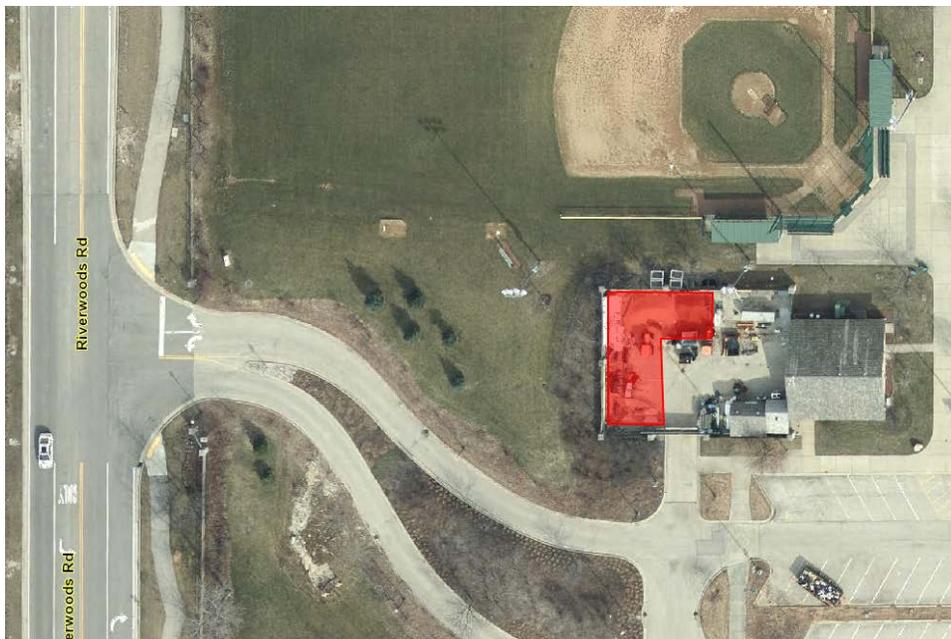


Figure 1



Figure 2

The existing maintenance building at North Park was designed by Smith Group JJR and presented to the ARB on September 15, 2000.

On April 15, 2019, the Park Board reviewed the current proposal and provided a unanimous favorable recommendation (see attached Document 4).

On April 23, 2019, the Architectural Review Board reviewed the project and provided a favorable recommending with requests for staff to evaluate alternative designs prior to bringing the project forward for the Village Board's approval (see attached Document 5).

Proposal:

The storage facility will consist of two connected buildings, creating an "L" shape, as shown in Design 1 and Design 2. The western elevation of the proposed structure facing Riverwoods Road will have a total length of 56', and the north elevation will have a total length of 41'.

Design #1 - The maximum building height of Design 1 would be 14'-4." The proposed building will be significantly shorter than the existing adjacent maintenance building, which has a peak height of 19'-9". The orientation of the peak of the longer roof structure for this design would not match the existing maintenance building peak design, however it does meet the needs of the project.

Design #2 - At the April 23rd Architectural Review Board meeting, staff received feedback from the board to explore an alternative design similar to the design of the existing building. Staff received drawings and pricing from the vendor, included below as Design 2. Full specifications and pricing is included in Document 2. This particular design will have a peak height of 16' 6" and the design of the roof peaks would be aligned with the existing maintenance building

The proposed facility will be all metal and constructed with a sandstone base and pewter gray roof. The existing building has a rough cut stone base with cedar siding and cedar roof shingles. The proposed colors were selected as they are the most similar to the existing building (see Figure 3 and 4). See attached Document 1 & 2 for actual specifications of the proposed storage facility and Document 3 for full details of the existing building.



Design 1



Design 2



Figure 3



Figure 4

In an effort to maximize curb appeal from Riverwoods Road, staff planted 2 evergreen trees on the north side of the existing solid fence and 12 evergreen trees on the west side (see Figures 5-9). The trees are staggered in two rows on the west side of the fence and are approximately 16'-18' tall. The trees are an aesthetic natural barrier between the road and storage structure blocking view of the maintenance yard from Riverwoods road. The vegetation in the beds in front of the wood fence died over the years and required replacement.



Figure 5



Figure 6



Figure 7



Figure 8

Recommendation:

This item is being brought to the Village Board for approval as staff is following the approval process that any other petitioner would follow for the construction of a new structure in the Village. Staff has considered the ARB's comments and recommends approval of Design #1 of the metal building with a peak height of 14' 4". Design #1 meets the Villages needs and staff feels the trees screening the area from Riverwoods Road will adequately screen the structure from the roadway and can be enhanced with other landscaping features as requested by the ARB. In addition to costing an additional \$14,000, Design #2 requires the use of an aerial lift for installation which will further increase the cost of this design alternative which does not add any increased storage or functionality to the facility.

Approval for the actual purchase of the garage is not required at this time as the purchase will follow the Village's procurement policy which does not require Village Board approval for purchases under \$25,000.

Reports and Documents Attached:

- Document 1: Carport Central Quote and Storage Facility Design #1 Specifications.
- Document 2: Carport Central Quote and Storage Facility Design #2 Specifications.
- Document 3: Existing Storage Building Specifications.
- Document 4: Unapproved April 15, 2019 Park Board meeting minutes.
- Document 5: Approved April 23, 2019 Architectural Review Board meeting Minutes.

Meeting History	
Park Board:	April 15, 2019
Architectural Review Board (current):	April 23, 2019
Committee of the Whole	June 10, 2019



Corporate Office
737 S. Main St.
Mount Airy, NC 27030



Tommy Williams
Building Specialists
Carport Central Inc
336-673-6018=direct
980-321-9898 ext 120
336-652-0387=text | tommy@carportcentral.com

DEALER / BUILDING SPECIALISTS: **CARPORT CENTRAL -- TOMMY** PHONE: **980-321-9898** DATE: **February 18th 2019**
 CUSTOMER NAME: **Marc Facchini #2** COUNTY: **Lake** TAX %:
 INSTALLATION ADDRESS: CITY: STATE: **IL** ZIP: **60069**
 PHONE NUMBERS: CELL:

Options and Specify:	20x41 Vertical Roof Garage	\$ 21,185.00	All Orders C.O.D.
Options and Specify:	11' tall leg height		\$ 21,185.00
Options and Specify:	Both sides enclosed horizontally		
Options and Specify:	Both ends enclosed horizontally		Price
Options and Specify:	(2) 10'x10' roll garage door w/ header		0.00
Options and Specify:	(1) 36"x80" walk in man doors		
Options and Specify:			Tax
Options and Specify:	12x36 Vertical Roof Garage		\$ 21,185.00
Options and Specify:	11' tall leg height		
Options and Specify:	Both sides enclosed horizontally		Subtotal
Options and Specify:	Both ends enclosed horizontally		15%
Options and Specify:	(3) 10'x10' roll garage door w/ header		
Options and Specify:	(1) 36"x80" walk in man door		Down Payment %
Options and Specify:	Opening frame in between		\$ 3,177.75
Options and Specify:	Connected to main unit as shown		
Options and Specify:			Down Payment
Options and Specify:	***IL Certified for 70psf snow loads and 120mph wind speeds***		
Options and Specify:	***All anchoring and bracing included***		
Options and Specify:	***Delivered and installed***		
SEE ATTACHED IMAGES FOR DESIGN ACCURACY			\$ 18,007.25
			Balance Due at Installation

BBB Rated and Accredited



Warranty Info:

20 year warranty on framing
40 year warranty on sheet metal
1 year workmanship guarantee
Lifetime certification guarantee

NOTE: FRAME 1 FOOT SHORTER THAN ROOF LENGTH

THIS IS A ESTIMATED QUOTE AND IT INCLUDES DELIVERY AND INSTALL. ANY AND ALL OTHER FEES OR REQUIREMENTS WILL BE PRESENTED ON THIS FORM. PLEASE INFORM CONTRACTORS OF ANY UNDERGROUND CABLES, GAS LINES, OR ANY UTILITY LINES. CARPORT CENTRAL AND AFFILIATES WILL NOT BE RESPONSIBLE FOR ANY DAMAGE TO UTILITIES. ANY BUILDING OVER \$15,000.00 AFTER DEPOSIT WILL REQUIRE HALF DOWN AT TIME OF SCHEDULING FOR DELIVERY. CUSTOMER IS RESPONSIBLE FOR PERMITS AND PERMIT FEES.



Corporate Office
737 S. Main St.
Mount Airy, NC 27030



Tommy Williams
Building Specialists
Carport Central Inc
336-673-6018=direct
980-321-9898 ext 120
336-652-0387=text | tommy@carportcentral.com

DEALER / BUILDING SPECIALISTS: **CARPORT CENTRAL -- TOMMY** PHONE: **980-321-9898** DATE: **February 18th 2019**
 CUSTOMER NAME: **Marc Facchini #5** COUNTY: **Lake** TAX %:
 INSTALLATION ADDRESS: CITY: STATE: **IL** ZIP: **60069**
 PHONE NUMBERS: CELL:

Options and Specify:	20x41 Vertical Roof Garage	\$ 35,385.00	All Orders C.O.D.
Options and Specify:	12' tall leg height		\$ 35,385.00
Options and Specify:	Both sides enclosed horizontally		
Options and Specify:	Both ends enclosed horizontally		Price
Options and Specify:	(2) 10'x10' roll garage door w/ header		0.00
Options and Specify:	(1) 36"x80" walk in man doors		
Options and Specify:			Tax
Options and Specify:	36x12 Vertical Roof Garage		\$ 35,385.00
Options and Specify:	12' tall leg height		
Options and Specify:	Both sides enclosed horizontally		Subtotal
Options and Specify:	Both ends enclosed horizontally		15%
Options and Specify:	(3) 10'x10' roll garage door w/ header		
Options and Specify:	(1) 36"x80" walk in man door		Down Payment %
Options and Specify:	Opening frame in between		\$ 5,307.75
Options and Specify:	Connected to main unit as shown		
Options and Specify:			Down Payment
Options and Specify:	*** Customer will need lift on site for install of truss system ***		Additional Labor
Options and Specify:	***IL Certified for 70psf snow loads and 120mph wind speeds***		
Options and Specify:	***All anchoring and bracing included***		
Options and Specify:	***Delivered and installed***		\$ 30,077.25

SEE ATTACHED IMAGES FOR DESIGN ACCURACY

BBB Rated and Accredited



Warranty Info:

20 year warranty on framing
40 year warranty on sheet metal
1 year workmanship guarantee
Lifetime certification guarantee

NOTE: FRAME 1 FOOT SHORTER THAN ROOF LENGTH

THIS IS A ESTIMATED QUOTE AND IT INCLUDES DELIVERY AND INSTALL. ANY AND ALL OTHER FEES OR REQUIREMENTS WILL BE PRESENTED ON THIS FORM. PLEASE INFORM CONTRACTORS OF ANY UNDERGROUND CABLES, GAS LINES, OR ANY UTILITY LINES. CARPORT CENTRAL AND AFFILIATES WILL NOT BE RESPONSIBLE FOR ANY DAMAGE TO UTILITIES. ANY BUILDING OVER \$15,000.00 AFTER DEPOSIT WILL REQUIRE HALF DOWN AT TIME OF SCHEDULING FOR DELIVERY. CUSTOMER IS RESPONSIBLE FOR PERMITS AND PERMIT FEES.

Village of

Agenda Item No. 3.1

09/19/00 ARB

Lincolnshire*Memorandum*

To: Karen Madigan, Chairman
Architectural Review Board

Date: September 15, 2000

From: Steve McNellis, Development Manager *SM*
Department of Community Development

Subject: **NORTH PARK BUILDINGS**
Elevation Plan Review

PETITIONER: The petitioner is Smith Group JJR, on behalf of the Village of Lincolnshire, property owner of record.

PROJECT

LOCATION: The Village's North Park project is 65 acres in size, and is currently under construction at the southeast corner of Everett Road and Riverwoods Road, as is shown on the attached location map.

REQUEST: Review and approval of the building elevations for three park buildings at the Village's North Park development.

PROJECT

BACKGROUND: The Village reviewed and approved the Master Plan for North Park in early 2000. This park is intended to serve as the major community park for the Village, and will provide multiple recreational amenities; including soccer fields, baseball and softball fields, tennis courts, picnicking, trails, ice skating and sledding. Initial grading and site work began this past Spring, and full-scale park development has recently begun in earnest.

PROJECT

SUMMARY: There are four buildings being proposed in the North Park project; a concession building, a maintenance building, and two (picnic) shelter buildings. As you can see in the attached site plan, the concession and maintenance buildings are adjacent to the higher activity areas in the open section of the park, while the picnic shelters are nestled in the more-natural and lower-activity setting of the woodlands on the east side of the park.

Maintenance & Concession Buildings

The maintenance building is located at the southwest section of the park, and has been designed with a small maintenance yard, that is intended to be screened from the parking area through the use of a stone wall. This facility will be accessible to vehicles from the west end of the parking lot servicing this project. The architectural design of the maintenance building is consistent and compatible with the design of the concession building, which is located in a more centralized activity area in the park. Both of these buildings incorporate a rough-cut stone base along with stained cedar siding

13 September 2000

Architectural Review Board
Village of Lincolnshire
One Olde Half Day Road
Lincolnshire, IL 60069

RECEIVED

SEP 13 2000

VILLAGE OF LINCOLNSHIRE
COMMUNITY DEVELOPMENT

Re: Lincolnshire North Park
23668.03

SmithGroup JJR

Dear Architectural Review Board:

SmithGroup JJR Incorporated
30 West Monroe
Suite 1010
Chicago, Illinois 60603
t: 312 641 0770
f: 312 641 6728
www.smithgroup.com

On behalf of the Village of Lincolnshire, SmithGroup JJR (SG JJR) is pleased to submit plans and elevations for the proposed buildings at North Park in Lincolnshire, IL. Attached is a site plan indicating the location of each building as well as building plans and elevations.

North Park is over 65 acres and is located at the southeast corner of Riverwoods and Everett Roads. When completed, North Park will provide the residents of Lincolnshire with opportunities for many types of recreation including soccer, softball, baseball, tennis, basketball, ice skating, sledding, hiking, cycling and picnicking. Proposed buildings include a concession and restroom building, two shelters and a maintenance building.

Architectural Design Concept

The improvements to Lincolnshire's North Park strongly express a vernacular form reminiscent of early 20th century national park buildings. This character is evident both through the use of natural materials and the way in which those materials are used. The buildings are structurally and visually supported on a solid base of natural rough-cut stone, laid in an ashler pattern. The 4'-0" base is finished with a cut stone sill, and the wall above is finished with vertical rough sawn cedar siding. Divided light windows are introduced throughout the structure to further express the vernacular character and provide natural light to the interior. The exposed heavy timber trusses support the high sloping form and are a dominating visual force in the Concession and Shelter buildings. Wood shingle roofing and the unique cupola on the Concession Building exemplify the natural materials and architectural forms, and are a focal point for North Park. The buildings enhance the area's atmosphere by utilizing the evocative historical architectural style and materials to create a strong visual identity for the Village of Lincolnshire and its Park patrons.

Concession Building

The Concession Building will house facilities for vending the general range of hot and cold food items associated with casual outdoor picnic dining. The food distribution service will occur via a pass-through window that is protected under a

canopy formed by extending the roof structure that will also provide shelter for several picnic tables. There are no plans for indoor food service at this time, although the building has been designed to permit the addition of an attached Party Room to allow for indoor food service.

The Concession Building will also contain Public Restroom facilities that are accessible to the Park through an open passageway in the building.

Maintenance Building

The Maintenance Building is an enlarged three-bay garage that will house three extended pick-up class trucks (or equivalently sized tractor-trailer units) along with storage space for park maintenance equipment and space for a workshop repair area. There will also be a separate Office/Lunchroom with a Toilet Room for the use of the Park Maintenance Staff.

In addition to the above, the Maintenance Building will house an electrical equipment room for the park facilities and a Storage Room for outdoor park equipment.

Shelter Structure

The Shelter Structure is an open air facility covering approximately 1,200 square feet with a central open fireplace.

We are pleased to provide the following responses to comments received from the Site Plan Review Board.

1. Concession building roof penetrations will consist of stack vent pipes that will be concealed in the cupola. The shelter roof penetration will consist of the fireplace chimney and is shown on the elevation. Maintenance building roof penetration will consist of one 4" diameter stack vent pipe. The pipe will protrude approximately 24" above the adjacent roof surface and will be painted to match the color of the roof, flat finish.
2. The buildings will not be air conditioned.

Feel free to call if you have any questions or comments.

Sincerely,

SmithGroup JJR Incorporated

Paul J. Wiese
Principal



**MINUTES OF THE
PARK BOARD MEETING
Monday, April 15, 2019**

Present: Ken Borgerding, Park Board Chairman
Michael Brouillard
Lee Campbell
Lee Fell
Suzi Siegel
Dr. Mara Grujanac, Trustee Liaison
Walter Dittrich, Assistant Public Works Director / Village Engineer
Tim Baynon, Forestry/Parks Foreman
Marc Facchini, Management Analysis
Todd Shields, Reporter

Absent: Michael Blasek
Sandra Wright
Kai Zhou

Location: Lincolnshire Village Hall, Lincolnshire Illinois 60069

1.0 CALL TO ORDER

Chairman Borgerding called the meeting to order at 7:00 pm

2.0 ROLL CALL

Forestry/Parks Foreman Baynon called roll and determined a quorum was present.

3.0 APPROVAL OF MINUTES

**3.1 Approval of the Minutes of the March 21, 2019 Meeting of the Park Board
(Village of Lincolnshire)**

The Park Board reviewed the minutes of the March 21, 2019 meeting. A motion was made by Mr. Fell, seconded by Mr. Campbell, to approve the minutes as presented.

4.0 RESIDENT COMMENTS AND REQUESTS

4.1 None

5.0 RECREATION

5.1 None

6.0 PARKS

**6.1 Consideration and Discussion of an Equipment and Material Storage
Facility to be Constructed in the North Park Maintenance Yard (Village of
Lincolnshire)**

Mr. Dittrich provided a brief overview of this agenda item to the Park Board. Mr. Dittrich explained that the covered storage was on the smaller side and was made out of sheet metal. Mr. Dittrich explained that this storage facility was in poor condition and had to be

demolished last year. Mr. Dittrich is proposing a new pre-fabricated 'L' shape structure that is built out of sheet metal. Mr. Dittrich gave more specific information to the Park Board regarding color options, dimensions, and surrounding vegetation.

Trustee Grujanac explained to Mr. Dittrich that she understands that this proposed storage facility will be screened by arborvitae but thinks that it is a pretty simple design and thinks that he may get some questions regarding what the difference would be if staff were to make it more like the current shed that is on the other side.

Mr. Brouillard asked Mr. Dittrich what will be storage in the new material storage facility. Mr. Dittrich said that the mini loader, tractor, attachments for the tractor, and miscellaneous materials. Mr. Dittrich explained how in the winter the mini-load and tractor stay inside the garage but in the summer both pieces of equipment sit outside since they are constantly being used.

Chairman Borgerding asked Mr. Dittrich if this proposed facility is staying within the existing footprint of the yard and Mr. Dittrich said yes.

A motion made by Mr. Fell to recommend approval and have this placed on the consent agenda for review at the next Architectural Review Board Meeting. This motion was seconded by Mrs. Siegel with a suggestion that there could be a fun painting contest which would consist of painting the storage facility doors.



APPROVED Minutes of the regularly scheduled **ARCHITECTURAL REVIEW BOARD** held on Tuesday, April 23, 2019 in the Public Meeting Room of the Village Hall, One Olde Half Day Road, Lincolnshire, IL

PRESENT: Chair Kennerley and Members Orzeske, Baskin and Santosuosso

ABSENT: Members McCall and Tapia; Trustee-Liaison Hancock

ALSO PRESENT: Ben Gilbertson, Assistant Village Manager/Director of Community and Economic Development (AVM/CED) and Tonya Zozulya, Planning and Development Manager (PDM)

CALL TO ORDER **Chair Kennerley** called the meeting to order at 7:00 P.M.

1.0 ROLL CALL

The roll was called by **Tonya Zozulya, PDM** and **Chair Kennerley** declared a quorum to be present.

2.0 APPROVAL OF MINUTES

2.1 Approval of the Minutes of the Architectural Review Board (ARB) held on Tuesday, March 19, 2019.

Member Baskin noted Item 3.3, regarding Ravinia Plumbing's request, the minutes indicated the vote was unanimous. **Member Baskin** stated he voted against the approval.

Member Baskin moved and **Member Orzeski** seconded the motion to approve the minutes as amended for the March 19, 2019 Architectural Review Board.

The motion passed unanimously by voice vote.

3.0 ITEMS OF GENERAL BUSINESS

3.1 A Public Hearing regarding Permanent Wall and Ground Sign Requirements in the Proposed Commercial Sign District Created as a Merger of the Downtown and Corridor Commercial Sign Districts, Revisions to Illumination Requirements in the Commercial Sign District, and Revisions to Ground Sign Approval Requirements in All Sign Districts (Village of Lincolnshire)

Chair Kennerley recessed the Architectural Review Board (ARB) meeting and convened the public hearing, outlining the required public hearing process.

PDM Zozulya provided an overview of the changes to the Sign Code which were requested by the Architectural Review Board during earlier deliberations. The changes included revisions to Chapters 4, 6, 8, 9, 12 and 13 of the Sign Code.

Per the direction of the ARB, brand new ground signs and structural ground sign changes in all sign districts will now be reviewed and approved by the ARB. The front-lit restriction will also be removed. In regards to the request of the ARB to include new language stating the ground sign size and landscaping should be in scale with each other for a unified and aesthetically pleasing look, **PDM Zozulya** stated this was not included per recommendation from the Village Attorney. "Aesthetically pleasing" was considered too subjective; however the ARB would have the ability to review landscaping and sign scale as part of their review process. **PDM Zozulya** added any sign variation request would be reviewed by the ARB with final review and approval by the Village Board. **PDM Zozulya** reviewed other changes which were redlined in the ARB packets, adding those changes were also reviewed by the Village Attorney.

Chair Kennerley opened the floor to members of the ARB. **Member Baskin** inquired about the real estate community's concerns. **PDM Zozulya** said this issue was deliberated by Village Board in March 2019 after the ARB public hearing and the Village Board extended the sign display duration while maintaining the approved size. **Member Santosuosso** noted some typographical errors in the numbering in Chapter 6 (Establishment of Sign Districts). Staff stated they would correct accordingly before forwarding the proposal to the Village Board.

There being no further comment from the ARB or audience, **Chair Kennerley** closed the public hearing and reconvened the ARB meeting.

Member Orzeske moved, seconded by **Member Santosuosso**, having conducted and concluded a Public Hearing on April 23, 2019, that the Architectural Review Board recommended approval to the Village Board the amendments to Title 12 of the Lincolnshire Village Code regarding a merger of the Downtown and Corridor Commercial Sign District into a new Commercial Sign District, revising wall and ground sign illumination requirements in the Commercial Corridor Sign District, as well as revising ground sign approval requirements in all sign districts, as presented in the redlined draft prepared by staff and the Village Attorney with corrections made to Chapter 6 numbering.

Roll Call:

Ayes: Kennerley, Orzeske, Baskin, Santosuosso

Nays: None

Motion passed unanimously by roll call vote.

3.2 Consideration of Parking Lot Design, Fence, Landscaping, and Lighting Plans for Lincolnshire Animal Hospital, 420 Half Day Road and 2 Hotz Road (Lincolnshire Animal Hospital)

CED staff played an aerial drone video for an overview of the subject property and surrounds.

Dr. Stuart Clarke, Lincolnshire Animal Hospital, provided a brief history of the Lincolnshire Animal Hospital noting in 2009 they completed a remodel and building expansion, including an access driveway to the rear parking lot. Since then, staff has grown to more than 20 employees with only 12 parking spaces.

Staff and customers have resorted to using the access drive for parking. **Dr. Clarke** added they are under contract to purchase the lot at 2 Hotz Road and plan to add additional parking spaces, fencing, and landscaping. **Dr. Clarke** stated the proposed plan is an improvement to the site, increasing visibility of the lot by removing the dead and diseased trees. **Dr. Clarke** added by designing the parking lot in an east/west configuration, they will lessen the impact on the existing wetlands and adjoining properties, include additional landscape and fencing to screen the adjacent properties to the north, and install downward-facing parking lot lighting. He further noted Lake County Storm Water Management may be requiring some adjustments to the onsite storage location as part of their review.

Member Orzeski inquired about ADA-accessible parking. **Dr. Clarke** noted these stalls will meet the requirements per the state accessibility code.

Member Baskin noted the vacant lot is rustic and understood the needs for improvements, but asked what they were trying to achieve with this expansion. **Aaron Zych, ILT Vignocchi Landscape Architecture**, said they did not want to clear cut the lot. He added the overall goal is to enhance the site, make it inviting to the customers, be non-obtrusive, and an enjoyable walk from the parking lot to the building. **Member Baskin** asked the petitioner to discuss the scale of the project. **Aaron Zych** discussed the three-layer concept in design: Layer 1 being the ground cover; Layer 2 being ornamental trees and shrubs; and Layer 3 being larger evergreen and deciduous trees. **Aaron Zych** stated the site has abundant landscaping regarding Layer 3, but will require enhancement of ground cover and ornamental trees to "step down" the scale of the site. The larger trees being along Route 22 and the north property line would be retained.

Chair Kennerley commented she liked the concept but had concerns regarding the health of the ornamentals and ground covers due to animal waste. She inquired whether woodchips could be included as a 3-4 foot buffer on each side of the proposed parking lot area or an area dedicated for this purpose be added to the plan. She added she appreciated the outreach by the applicant to the neighbors and their input in the design phase. In regards to the fence line, **Aaron Zych** said it would be adequately screened. **Dr. Clarke** noted there was an existing pet walk area by the building entrance specially treated for animal waste. **Chair Kennerley** said she would like to make sure the new landscape area and materials are protected accordingly.

Member Orzeske inquired about the curb cut on Hotz Road. It was determined both left- and right-hand turns onto Hotz will be permitted.

PDM Zozulya reviewed the results of the preliminary evaluation meeting by the Village Board and the recommendations from the Zoning Board with unanimous approval. She stated the petition will advance to the Village Board after receiving final permit approval from the Lake County Storm Water Management Commission.

Member Baskin moved, seconded by **Member Santosuosso**, that the Architectural Review Board recommended approval to the Village Board the proposed parking, fence, landscaping, and lighting plans for the Lincolnshire Animal Hospital at 420 Half Day Road and 2 Hotz Road, as presented in the

petitioner's presentation packet dated April 16, 2019, and further subject to the recommendation for providing wood chips in appropriate areas surrounding the new parking lot.

Motion passed unanimously by voice vote.

3.3 Consideration of Construction of a Storage Facility for Equipment and Materials in a North Park Maintenance Yard for North Park, 1025 Riverwoods Road (Village of Lincolnshire)

Walter Dittrich, Assistant Public Works Director/Village Engineer (APWD/VE) presented the Village's plans for a new 1,200 square-foot storage facility at North Park. He stated the project has been in the Capital Improvement Plan for several years. Prior to this request, equipment was stored in a smaller facility at North Park but due to its poor condition, it was removed in 2017. Since then, most equipment has been exposed to the elements and when possible, stored at the Public Works facility on Schelter Road. The proposal calls for an L-shaped, pre-fabricated metal structure with a roof height peak of 14'-4". The proposed color is designed to coordinate with the existing maintenance building which has a sandstone base and a pewter grey roof.

Chair Kennerley inquired about the existing fence and landscaping. **APWD/VE Dittrich** said there is an existing 6-foot wood solid fence around the perimeter of the building area. Dead landscaping along the fence has been removed with plans to replant with 16-foot-tall arborvitaes along the west and north side.

Member Baskin said he understands this is a utility, budget-conscious building. However, he added he was not comfortable with approving a pre-fabricated structure with the proposed roof peak and scale not being contextually fitting.

Chair Kennerley noted this is an upgrade from the previous storage facility.

Member Santosuosso asked if additional landscaping would be possible. Staff stated they would investigate additional landscaping and extending the peak of the roof. **Member Orzeski** said the scale of the renderings does not appear to be correct. He noted the structure would be approximately 300 feet from Riverwoods Road and totally enclosed within the fence. **Member Orzeski** also requested staff to consider additional landscaping. **Member Baskin** suggested changes, including increasing the roof height, giving the building exterior more dimension and more detailed renderings of the proposal. **Member Orzeske** agreed saying if they enhanced the roof line or added tall landscaping, it would be an improvement

Member Santosuosso inquired about the location of the proposed storage structure. It was determined the location would be behind the fence for security purposes.

Chair Kennerley moved, seconded by **Member Orzeski**, that the Architectural Review Board recommended approval to the Village Board for the installation for a new storage facility in the maintenance yard for North Park, located at 1025 Riverwoods Road, as depicted in the attached presentation packet and further subject to looking at potential options for the pre-fabricated structure for additional roof height, additional spandrel above the garage doors, and providing additional renderings and elevations of the proposed structure and location of screening and landscaping for the Village Board review and final action.

Roll Call:

Ayes: Members Orzeske, Santosuosso, and Chair Kennerley

Nays: Member Baskin

Motion passed.

3.0 UNFINISHED BUSINESS

None.

4.0 NEW BUSINESS

None.

5.0 CITIZENS COMMENTS

None.

6.0 ADJOURNMENT

There being no further business, the meeting adjourned at 8:20 p.m.

Respectfully Submitted,
Carol Lustig
Administrative Assistant, Community & Economic Development Dept.