



RIVER FOREST DEVELOPMENT REVIEW BOARD MEETING AGENDA

A meeting of the River Forest Development Review Board will be held on Thursday, October 21, 2021 at 7:30 P.M. in First Floor Community Room of the Village Hall, 400 Park Avenue, River Forest, Illinois.

To the extent that attendance may still be limited due to COVID-19 guidelines, Development Review Board officials, staff and consultants will have priority over members of the public. To the extent that the Village is still permitted to allow remote participation, public comments and any responses will be read into the public meeting record. You may submit your public comments via email in advance of the meeting to: Jon Pape at jpape@vrf.us. You may view or listen to the meeting by participating online or via telephone. Join the meeting at <https://us02web.zoom.us/j/87015218533>, or call (312) 626-6799 and use meeting ID 870 1521 8533. If you would like to participate online or over the phone, please email jpape@vrf.us by 4:00 PM on Thursday, October 21, 2021 with your name and the last four digits of the phone number you will be using to call in.

- I. Call to Order/Roll Call
- II. Minutes of the August 5, 2021 Development Review Board Meeting
- III. Minutes of the September 2, 2021 Development Review Board Meeting
- IV. Minutes of the September 16, 2021 Development Review Board Meeting
- V. Application #22-008: Application for Planned Development to relocate an HVAC unit on the north exterior of the Library building that will be enclosed by a masonry wall to utilize interior space for programs.
 - a. Public Hearing
 - b. Discussion, Deliberation and Recommendation
 - c. Approval of Findings of Fact and Recommendation of the Development Review Board
- VI. Application #22-005: Application for a Major Amendment to an Existing Planned Development to convert additional commercial space to an additional residential unit at 400 Ashland Avenue
 - a. Continued Public Hearing
 - b. Discussion, Deliberation and Recommendation
 - c. Approval of Findings of Fact and Recommendation of the Development Review Board
- VII. Public Comment
- VIII. Adjournment

**VILLAGE OF RIVER FOREST
DEVELOPMENT REVIEW BOARD MEETING MINUTES
August 5, 2021**

A meeting of the Village of River Forest Development Review Board was held at 7:30 p.m. on Thursday, August 5, 2021 in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois and via Zoom.

I. CALL TO ORDER

The meeting was called to order at 7:30 p.m. Upon roll call, the following persons were:

Present: Members Davis, Fishman, Schubkegel, Yanaki (arrived 7:32 p.m.), and Martin

Absent: Members Crosby and McCole

Also Present: Acting Village Administrator Lisa Scheiner, Assistant to the Village Administrator Jon Pape, Village Attorney Greg Smith

II. MINUTES OF THE JUNE 3, 2021 DEVELOPMENT REVIEW BOARD MEETING

A MOTION was made by Member Fishman and SECONDED by Member Martin to approve the minutes of the June 3, 2021 Development Review Board Meeting.

Motion passed by roll call vote of members present at the June 3, 2021 meeting.

III. MINUTES OF THE JUNE 17, 2021 DEVELOPMENT REVIEW BOARD MEETING

A MOTION was made by Member Fishman and SECONDED by Member Martin to approve the minutes of the June 17, 2021 Development Review Board Meeting.

Motion passed by roll call vote of members present at the June 3, 2021 meeting.

IV. PUBLIC HEARING - APPLICATION #22-005: APPLICATION FOR A MAJOR AMENDMENT TO AN EXISTING PLANNED DEVELOPMENT TO CONVERT ADDITIONAL COMMERCIAL SPACE TO AN ADDITIONAL RESIDENTIAL UNIT AT 400 ASHLAND AVENUE

Chairman Martin opened the public hearing regarding the application.

Ms. Scheiner read the admonition and oath and swore in all parties wishing to testify at the public hearing.

On behalf of the applicant, John Schiess asked that this public hearing be continued to September 2, 2021.

A MOTION was made by Member Schubkegel and SECONDED by Member Davis to continue the public hearing to September 2, 2021.

ROLL CALL:

Ayes: Members Davis, Fishman, Schubkegel, Yanaki, and Martin

Nays: None

Motion Passed.

V. PUBLIC COMMENT

None.

VI. ADJOURNMENT

A MOTION was made by Member Fishman and SECONDED by Member Schubkegel to adjourn the meeting of the Development Review Board at 7:35 p.m.

On voice vote, the motion passed.

RESPECTFULLY SUBMITTED:

LISA SCHEINER, SECRETARY

FRANK R. MARTIN
CHAIRMAN, DEVELOPMENT REVIEW BOARD

DATE

**VILLAGE OF RIVER FOREST
DEVELOPMENT REVIEW BOARD MEETING MINUTES
September 2, 2021**

A meeting of the Village of River Forest Development Review Board was held at 7:30 p.m. on Thursday, September 2, 2021 in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois and via Zoom.

I. CALL TO ORDER

The meeting was called to order at 7:30 p.m. Upon roll call, the following persons were:

Present: Members Crosby, Davis, McCole, Yanaki, and Martin

Absent: Members Fishman, Schubkegel

Also Present: Acting Village Administrator Lisa Scheiner, Village Attorney Carmen Forte

II. MINUTES OF THE AUGUST 5, 2021 DEVELOPMENT REVIEW BOARD MEETING

No action taken.

III. CONTINUED PUBLIC HEARING – APPLICATION #22-005: APPLICATION FOR A MAJOR AMENDMENT TO AN EXISTING PLANNED DEVELOPMENT TO CONVERT ADDITIONAL COMMERCIAL SPACE TO AN ADDITIONAL RESIDENTIAL UNIT AT 400 ASHLAND AVENUE

On behalf of the applicant, John Schiess asked that this public hearing be continued to September 16, 2021.

A MOTION was made by Member McCole and SECONDED by Member Crosby to continue the public hearing to September 16, 2021.

ROLL CALL:

Ayes: Members Crosby, Davis, McCole, Yanaki, and Martin

Nays: None

Motion Passed.

IV. PUBLIC COMMENT

None.

V. ADJOURNMENT

A MOTION was made by Member McCole and SECONDED by Member Crosby to adjourn the meeting of the Development Review Board at 7:33 p.m.

On voice vote, the motion passed.

RESPECTFULLY SUBMITTED:

LISA SCHEINER, SECRETARY

FRANK R. MARTIN
CHAIRMAN, DEVELOPMENT REVIEW BOARD

DATE

**VILLAGE OF RIVER FOREST
DEVELOPMENT REVIEW BOARD MEETING MINUTES
September 16, 2021**

A meeting of the Village of River Forest Development Review Board was held at 7:30 p.m. on Thursday, September 16, 2021 in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois and via Zoom.

I. CALL TO ORDER

The meeting was called to order at 7:31 p.m. Upon roll call, the following persons were:

Present: Members Davis, Fishman, McCole, Schubkegel, Yanaki, and Martin

Absent: Member Crosby

Also Present: Acting Village Administrator Lisa Scheiner, Village Attorney Carmen Forte

II. MINUTES OF THE AUGUST 5, 2021 DEVELOPMENT REVIEW BOARD MEETING

No action taken.

III. MINUTES OF THE SEPTEMBER 2, 2021 DEVELOPMENT REVIEW BOARD MEETING

No action taken.

IV. CONTINUED PUBLIC HEARING – APPLICATION #22-005: APPLICATION FOR A MAJOR AMENDMENT TO AN EXISTING PLANNED DEVELOPMENT TO CONVERT ADDITIONAL COMMERCIAL SPACE TO AN ADDITIONAL RESIDENTIAL UNIT AT 400 ASHLAND AVENUE

On behalf of the applicant, John Schiess asked that this public hearing be continued to October 21, 2021.

A MOTION was made by Member Fishman and SECONDED by Member Schubkegel to continue the public hearing to October 21, 2021.

ROLL CALL:

Ayes: Members Davis, Fishman, McCole, Schubkegel, Yanaki, and Martin

Nays: None

Motion Passed.

V. PUBLIC COMMENT

None.

VI. ADJOURNMENT

A MOTION was made by Member Fishman and SECONDED by Member Martin to adjourn the meeting of the Development Review Board at 7:33 p.m.

On voice vote, the motion passed.

RESPECTFULLY SUBMITTED:

LISA SCHEINER, SECRETARY

FRANK R. MARTIN
CHAIRMAN, DEVELOPMENT REVIEW BOARD

DATE



Village of River Forest

Village Administrator's Office

400 Park Avenue

River Forest, IL 60305

Tel: 708-366-8500

MEMORANDUM

Date: 10/15/2021

To: Frank Martin, Chairman
Development Review Board

From: Lisa Scheiner, Acting Village Administrator

Subj: 735 Lathrop Ave – Planned Development Application

Issue:

The River Forest Library, on behalf of the property owner, is seeking a planned development permit to relocate HVAC equipment from inside the building to an exterior enclosure on the north side of the building in order to utilize interior space for programs, community meetings, and other gatherings. The property owner, River Forest Park District, has granted authority to the River Forest Public Library, a tenant on the property, to file this application. The Development Review Board is scheduled to hold a public hearing on Thursday, October 21, 2021 to consider this application.

Analysis:

The following have occurred in accordance with the River Forest Zoning Ordinance Planned Development process requirements:

<u>Task</u>	<u>Date</u>
Introduction to Village Board of Trustees	May 10, 2021
Pre-filing Conference with DRB	June 3, 2021
Notice of Neighbor Meetings Mailed	April 13, 2021
Neighbor Meeting Held	April 28, 2021
Technical Review Meeting	September 29, 2021
Notice of Public Hearing Mailed	October 6, 2021
Public Hearing Signage Posted on Site	October 6, 2021
Legal Notice in Wednesday Journal	October 6, 2021

Review Division	Comment
Administration & Finance Departments	The proposed project will not impact the tax status of the property. If the DRB votes to recommend approval of the proposed planned development they do so with the following conditions in place in addition to any potential conditions the DRB or Village Board of Trustees may find appropriate relative to this project:

	<ul style="list-style-type: none"> This application shall be built in substantial compliance with the approved plans
Public Works & Development Services Department	<p>The application does not specifically verify that the number/caliper of tree replacements will be equal to or greater than the 22 inches to be removed. A specific number and caliper inch of trees will need to be provided during the construction permitting phase.</p> <p>Construction logistics should consider the following:</p> <ul style="list-style-type: none"> Due to parking along Jackson Avenue during the school year, the construction entrance off of Lathrop Ave may be more desirable. Parking in this area is generally congested. Any contractor parking involved in this project may be best served off-street near the exterior staging area. Extra precautions will be needed for construction vehicles/equipment as they traverse the access route to ensure pedestrian safety. No construction materials for the Project may be stored any parkway or Village sidewalk, or any other public way or property maintained by the Village. <p>The Applicant has provided a summary of noise-related information relative to the outdoor HVAC equipment. The location of the proposed addition and new equipment is some distance from neighboring properties, however, this unit will be required to comply with the Village's noise and nuisance standards relative to this equipment.</p>
Fire Department	The Fire Department does not anticipate that this project will require any substantial changes to the Department's response or ability to protect this structure.
Police Department	Any questions from the Police Department were answered at the presentation by the Library's Project Team. The Police Department does not anticipate that this project will require any substantial changes to the Department's response or ability to protect this structure.

Attachment(s)

- Planning Consultant Report
- Planned Development Ordinance
- Application



MEMORANDUM

TO: Lisa Scheiner
Acting Village Administrator

FROM: John A. Houseal, FAICP
Houseal Lavigne Associates

DATE: October 14, 2021

SUBJECT: River Forest Public Library – Air Handler Unit Relocation
735 Lathrop Avenue

Houseal Lavigne Associates has conducted a review of the River Forest Public Library's planned development application for the proposed relocation of the internal air handler unit to a new outside location on the north side of the library building. The relocation of the air handler unit to the new outside location will allow the Library to convert the approximately 396 square feet of interior floor area, currently occupied by the air handler unit, into usable/habitable public space for library patrons.

The proposed air handler will be surrounded by a masonry enclosure measuring 9' in height with a secured metal door for service access. The enclosure measures approximately 25' wide and extends out approximately 15'4" from the north façade of the Library building. The proposed development will not change the character or overall intensity of the use of the Subject Property and the proposed relocation of the air handler unit will have minimal visual impact as viewed from the adjacent public rights-of-way or nearby properties, as the north side of the Library building is adjacent to Centennial Park (+/- 3 acres). As measured from the location of the proposed enclosure, the nearest residential dwelling is 300'+ across Jackson Avenue to the east, 250'+ across Lathrop Avenue to the west, and 350'+ across Chicago Avenue to the north.

Our review focuses on site planning, development, and zoning related aspects of the project. Our report includes the following sections:

1. Site Conditions, Surrounding Land-Use and Zoning
2. Relationship to the Comprehensive Plan
3. Zoning Analysis
4. Parking Analysis
5. Noise, Appearance, Safety and Adjacent Park Activity
6. Conclusions

HOUSEAL LAVIGNE

CHICAGO, IL
188 West Randolph Street, Suite 200
Chicago, Illinois 60601
(312) 372-1008

www.hlplanning.com
info@hlplanning.com

1. Site Conditions, Surrounding Land-Use and Zoning

The Subject Property is zoned PRI: Public Recreational/Institutional and is improved with the River Forest Public Library, a 2-story masonry building. Library parking is provided via a parking lot immediately south of the Library building through an approved parking arrangement with Roosevelt Middle School, which is located adjacent to the south of the Library. The property the Library sits on is owned by the River Forest Park District.

The Subject Property is located on Lathrop Avenue within the “civic campus” bound by Oak Avenue on the south, Chicago Avenue on the north, Lathrop Avenue on the west, and Jackson Avenue on the east. The uses in this block include Roosevelt Middle School, Centennial Park, and the River Forest Public Library. The Library is located in the central area of the block, with Roosevelt Middle School to the south and Centennial Park to the north and east. The Library fronts on Lathrop Avenue which runs along the western edge of the Subject Property.

The subject property is surrounded by the following uses and zoning:

North: Centennial Park, zoned PRI: Public, Recreational, and Institutional.

South: Roosevelt Middle School, zoned PRI: Public, Recreational, and Institutional.

East: Across Lathrop Avenue, single-family detached homes zoned R2: Single-Family Residential.

West: Centennial Park, zoned PRI: Public, Recreational, and Institutional.

2. Relationship to the Comprehensive Plan

The proposed relocation of the air handler unit from an interior location to an exterior location, and the subsequent repurposing of the interior space for usable public space, is consistent with the goals, objectives, and land use designation of the 2019 River Forest Comprehensive Plan. The Comprehensive Plan land use designation for the Subject Property is “Public/Semi-Public”.

The Comprehensive Plan recognizes the value, importance, and overall contributions of the Public Library to the quality of life for the River Forest community. The following goal and objective are included in the Comprehensive Plan:

***“Goal:** Maintain and enhance the high quality of River Forest’s public facilities, services, and infrastructure and foster a collaborative environment that supports cooperation with local taxing bodies, regional partners, adjacent municipalities, and other organizations.”*

***“Core Objective:** Provide for public/quasi-public uses to continue the high quality of facilities and services within the community.”*

***“Core Objective:** Regularly review Village facilities, infrastructure, and services to identify potential issues and prepare for necessary renovations, replacements, and improvement projects.”*

Further, the Comprehensive Plan specifically acknowledges the space limitations of the Library and the

need for a larger facility to accommodate the growing demand for services and activity space. The Comprehensive Plan specifically states:

"The Village should work cooperatively with the Library to find solutions to its space and parking problems, likely requiring coordination and cooperation with the Park District and District 90."

Overall, the Library's proposed planned development is consistent with the River Forest Comprehensive Plan and does not change the function, character, or intensity of the existing use of the Subject Property.

3. Zoning Analysis (No SDA required)

The proposed planned development for the relocation of the internal air handler unit to a new outside location on the north side of the Library building does not require any site development allowances related to building height, lot coverage, setback, and FAR requirements of the PRI District. The only setback that changes is from the north side of the Library to the frontage of Chicago Avenue to the north. That setback changes from approximately 245' to approximately 234', still significantly greater than the required minimum setback of 50'.

For purposes of zoning analysis, the parcel the Library sits on and the parcel that Centennial Park sits on are determined to be one zoning. The zoning lot (Subject Property) is comprised of parcels owned by the River Forest Park District.

4. Parking Analysis (SDA required for 2 on-site parking spaces)

The proposed relocation of the internal air handler unit to a new outside location on the north side of the library building, and the subsequent conversion of the interior space being changed from air handler unit use to public use, triggers the requirement for an additional 2 on-site parking spaces.

As required by PRI parking standards in the River Forest Zoning Ordinance – *"Libraries: One for each two hundred fifty square feet of public area, plus one for each two employees."*

While the proposed planned development for relocating the air handler unit is not considered an addition to the Library, it is resulting in approximately 396 square feet new public space on the interior of the existing Library footprint. The parking for the Library is complex and is intertwined with the parking for Roosevelt Middle School immediately adjacent to the south.

Because the additional public space is relatively minor, constitutes a relocation of a small area of existing floor area, and will simply allow for better accommodation of existing Library activities and patrons, consideration should be given to not requiring additional parking at this time. While the Village and Library are both aware that the Library would benefit from additional parking, space limitations and surrounding civic/public uses and activities make parking in the area especially challenging. Additional parking in the area will require coordinated, cooperative, and creative approaches by the Village, Park District, District 90, and Library.

4. Noise, Appearance, Safety and Adjacent Park Activity

Noise – Based on the proposed noise levels, the 9’ tall masonry enclosure, and the extensive setback to adjacent residential homes (250’-350’ +/-), noise levels should not be an issue for Library patrons or nearby properties, uses, or activities.

Appearance – The proposed 9’ tall masonry enclosure is appropriate, attractive and matches the material and appearance of the Library’s exterior. The removal of one tree is proposed and the applicant has committed to meeting the tree replacement requirements of the Village, coordinating with the Park District, but specific locations for the planting of replacement trees has not been identified (specific locations are not required).

Safety and Adjacent Park Activity – The location and design of the proposed air handler unit and 9’ tall enclosure with access gate is appropriate as to not interfere with adjacent park activity and the enclosure will reasonably prevent/deter unwanted entry into the enclosure area.

9. Conclusions

Overall, the proposed relocation of the internal air handler unit to a new outside location on the north side of the library building, and the subsequent conversion of the interior space being changed from air handler unit use to public use, is appropriate, desirable, and consistent with the River Forest Comprehensive Plan. The proposed air handler unit area and enclosure will not result in negative impacts on surrounding properties, uses, or activities and will allow the Library to better utilize its existing interior space to improve services and amenities for River Forest residents and visitors.

The addition of approximately 396 square feet of “new” public space within the Library triggers the requirement for an additional 2 on-site parking spaces. The code requires 1 parking space for every 250 square feet of public floor area for the Library. Consideration should be given to not requiring additional parking at this time, given the relatively minor nature and minimal size of converted public space and the fact that parking for this “civic campus block” is a larger issue that will need to be addressed jointly and cooperatively someday by the Village, Library, Park District, and District 90.

Chapter 19 - PLANNED DEVELOPMENTS

10-19-1: INTENT AND PURPOSE:

10-19-2: GENERAL PROVISIONS:

10-19-3: STANDARDS FOR REVIEW:

10-19-4: SITE DEVELOPMENT ALLOWANCES:

10-19-5: PROCEDURES:

10-19-6: APPLICATION REQUIREMENTS:

10-19-7: EFFECT OF APPROVAL OR DENIAL:

10-19-8: AMENDMENTS AND ALTERATIONS TO APPROVED PLANNED DEVELOPMENT PERMITS:

10-19-1: INTENT AND PURPOSE:

- A. One of the principal objectives of this zoning title is to provide for a compatible arrangement of uses of land and buildings which is consistent with the requirements and welfare of the village. To accomplish this objective most uses are classified as permitted or special uses in one or more of the districts established by this zoning title. It is recognized, however, that there are certain uses, whether or not designated as permitted or special, which because of their scope, location or specific characteristics give rise to a need for a more comprehensive consideration of their impact both with regard to the neighboring land and the village in general. Such uses as fall within the provisions of this section shall only be permitted if authorized as a planned development.
- B. The board of trustees, in accordance with the procedures and standards set forth in this section, may grant planned development permits authorizing the establishment of planned developments.
- C. Planned developments may include uses or combinations of uses currently permitted in the underlying zoning district and those uses which are currently prohibited or special uses provided for elsewhere in this zoning title. However, an applicant may petition for consideration of a use or combination of uses not specifically allowed in the underlying zoning district provided that the village board finds that the conditions, procedures and standards of this section are met and provided further that such use or combination of uses is clearly shown to be beneficial to the village and surrounding neighborhood.
- D. It is the purpose of planned developments to enable the granting of certain allowances or modifications from the basic provisions of this zoning title to achieve attractive and timely development in furtherance of the village's objectives and proposed land uses as stated in the comprehensive plan and policy resolutions of the village board.
- E. Through the flexibility of the planned development process, the village seeks to achieve the following specific objectives:
 - 1. Creation of a more desirable environment than would be possible through strict application of other village land use regulations.

2. Promotion of a creative approach to the use of land and related physical facilities resulting in better design and development, including aesthetic amenities.
 3. Combination and coordination of the character, the form, and the relationship of structures to one another.
 4. Preservation and enhancement of desirable site characteristics such as natural topography, vegetation, and geologic features.
 5. Provision for the preservation and beneficial use of open space, or an increase in the amount of open space over that which would result from the application of conventional zoning regulations.
 6. Encouragement of land uses or combination of uses that maintain the existing character and property values of the village, and promote the public health, safety, comfort, and general welfare of its residents.
 7. Promotion of long term planning pursuant to a master plan which will allow harmonious and compatible land uses or combination of uses with surrounding areas.
- F. The development of village owned buildings or property shall be exempt from the requirements of this section. (Ord. 3587, 2-29-2016)

10-19-2: GENERAL PROVISIONS:

- A. No development of twenty thousand square feet or more of land area or gross floor area and no multi-family housing of any size shall be permitted unless approved as a planned development in accordance with this chapter. Provided, however, that: 1) this chapter shall not apply to the construction, reconstruction or remodeling of one single-family detached dwelling unless the proposed project is submitted pursuant to subsection B of this section, and 2) this chapter shall not apply to the reconstruction or restoration of any existing structure which is damaged to the extent of less than fifty percent of its value unless the proposed project is submitted pursuant to subsection B of this section.

The reconstruction or restoration of any existing multi-family housing which is damaged to the extent of fifty percent or more of its value shall be governed by this chapter and not subsection 10-5-7A2 of this title.

- B. The development of any parcel or tract of land in any zoning district, irrespective of size, may be submitted to the village for consideration as a planned development.
- C. Approval of a planned development permit must be obtained in accordance with the provisions of this section if both of the following conditions exist:

1. The proposed development involves a parcel of land held in common ownership with a contiguous parcel which obtained approval as a planned development within three years prior to the date of this application; and
 2. The parcel proposed for development, when combined with the contiguous parcel that is held in common ownership with the subject parcel, equals or exceeds the general provisions contained in subsection A or B of this section.
- D. Each planned development should be presented and judged on its own merits. It shall not be sufficient to base justification for approval of a development upon an already existing planned development except to the extent such development has been approved as part of a master plan.
- E. The burden of providing evidence and persuasion that any planned development permit is necessary and desirable shall in every case rest with the applicant.
- F. Buildings and uses or combination of uses within a planned development shall be limited solely to those approved as part of the zoning ordinance granting a planned development permit provided, however, that any buildings and uses or combination of uses in compliance with the master plan approved as part of the zoning ordinance granting a planned development permit may be approved by the development review board and the village board of trustees.
- G. G. Any applicant shall be subject to a penalty of up to seven hundred fifty dollars per day to be assessed against the applicant and recorded as a lien against the applicant's property in the village for failure to comply with any condition, contingency or master plan submitted by the applicant or imposed by the village to comply with this chapter. (Ord. 3587, 2-29-2016)

10-19-3: STANDARDS FOR REVIEW:

An application for approval as a planned development shall be granted by the board of trustees only if it finds that the applicant has demonstrated that at a minimum the proposed use or combination of uses complies with the following standards:

- A. The proposed use or combination of uses is consistent with the goals and policies of the comprehensive plan;
- B. The establishment, maintenance, or operation of the use or combination of uses will not be detrimental to or endanger the public health, safety, comfort, morals, or general welfare of the residents of the village;
- C. The proposed use or combination of uses will not diminish the use or enjoyment of other property in the vicinity for those uses or combination of uses which are permitted by this zoning title;

- D. The establishment of the proposed use or combination of uses will not impede the normal and orderly development and improvement of surrounding properties for uses or combination of uses otherwise permitted in the zoning district;
- E. The proposed use or combination of uses will not diminish property values in the vicinity;
- F. Adequate utilities, road access, drainage, police and fire service and other necessary facilities already exist or will be provided to serve the proposed use or combination of uses;
- G. Adequate measures already exist or will be taken to provide ingress and egress to the proposed use or combination of uses in a manner that minimizes traffic congestion in the public streets;
- H. The proposed use or combination of uses will be consistent with the character of the village;
- I. Development of the proposed use or combination of uses will not materially affect a known historical or cultural resource;
- J. The design of the proposed use or combination of uses considers the relationship of the proposed use or combination of uses to the surrounding area and minimizes adverse effects, including visual impacts of the proposed use or combination of uses on adjacent property;
- K. The design of the proposed use or combination of uses promotes a safe and comfortable environment for pedestrians and individuals with disabilities; (Ord. 3741, 4-22-2019)
- L. The applicant has the financial and technical capacity to complete the proposed use or combination of uses and has made adequate provisions to guarantee the development of any buffers, landscaping, public open space, and other improvements associated with the proposed use or combination of uses;
- M. The proposed use or combination of uses is economically viable and does not pose a current or potential burden upon the services, tax base, or other economic factors that affect the financial operations of the village, except to the extent that such burden is balanced by the benefit derived by the village from the proposed use; and
- N. The proposed use or combination of uses will meet the objectives and other requirements set forth in this chapter.
- O. Except as provided in subsection 10-19-4B of this chapter, no planned development containing multi-family housing shall be approved unless the following standards are met:
 - 1. At least 2.5 parking spaces per dwelling unit are provided for. This requirement may be met by a contract, easement or other device providing permanent rights to off-site parking; and

2. No less than two thousand eight hundred square feet of land area shall be provided for each residential unit. A parking area which meets the requirements of subsection O1 of this section may be used in meeting this requirement; and
3. One of the following criteria is met:
 - a. If the underlying zoning district is C1, C2 or C3, the proposed development provides for space devoted exclusively to retail sales;
 - b. The total number of parking spaces on the site is increased from that existing at the time of the application.
4. The requirements of this subsection O may be met using more than one site within the village and as part of a master plan submitted by the applicant with the application. (Ord. 3587, 2-29-2016)

10-19-4: SITE DEVELOPMENT ALLOWANCES:

- A. Site development allowances, i.e., alterations or variations from the underlying zoning provisions set forth outside this chapter may be approved provided the applicant specifically identifies each such site development allowance and demonstrates how each such site development allowance would be compatible with surrounding development and is in furtherance of the stated objectives of this section.
- B. A waiver may be granted for any of the requirements set forth in subsection 10-19-30 of this chapter for any planned development containing multi-family housing which replaces an existing structure on the same site containing multi-family housing or submitted by the applicant as part of a master plan. (Ord. 3587, 2-29-2016)

10-19-5: PROCEDURES:

The following steps are provided to assure the orderly review of every planned development application in a timely and equitable manner:

A. Prefiling Review and Transmittal of Application:

1. Conference:
 - a. A prospective applicant, prior to submitting a formal application for a planned development, shall meet for a prefiling conference(s) with the zoning administrator and any other village official designated by the village administrator. The purpose of the conference(s) is to help the applicant understand the planned development process, comprehensive plan, the zoning title, the site development allowances, the standards by which the application will be evaluated, and the application requirements.

- b. After the initial prefilling conference, the prospective applicant shall introduce their project to the village board of trustees. The village board may provide feedback to the applicant and shall refer the application to the village's economic development commission in accordance with the village's policy of economic development commission duties pertaining to development.
 - c. After reviewing the planned development process, the applicant may request a meeting with the village staff and the development review board to discuss a request for waiver of any application requirement which in the applicant's judgment should not apply to the proposed development. Such request shall be made in writing prior to the submission of the formal application documents.
 - d. All requests for waiver shall be reviewed and acted upon by the development review board. A final determination regarding the waiver shall be given to the prospective applicant within five working days following the completion of the development review board's deliberation and decision.
 - e. The applicant, prior to submitting a formal application for a planned development, may be required to schedule a meeting to discuss the proposed development and its impact on area residents. If such a meeting is required, the applicant shall send a written notice of the meeting to all property owners within five hundred feet of the proposed development. Such notice shall be mailed not less than fifteen days prior to the date of the meeting. A copy of the notice and mailing list shall be provided to the zoning administrator. A written summary of comments made at the meeting shall be maintained and submitted by the applicant with the application.
2. Development Review Board: The zoning administrator shall confer with the chairman of the development review board on all applications. Upon the determination of both the zoning administrator and the chairman, the development review board may conduct its own prefilling conference(s).
3. Filing Of Application: Following the completion of the prefilling conference(s), the applicant shall file an application for a planned development in accordance with section 10-19-6 of this chapter. The zoning administrator may deliver copies of the application to other appropriate village departments for review and comment.
4. Deficiencies: The zoning administrator shall determine whether the application is complete. If the zoning administrator determines that the application is not complete, he shall notify the applicant in writing of any deficiencies and shall take no further steps to process the application until the deficiencies are remedied.
5. Report On Compliance: A copy of the complete application and a written report incorporating the comments of village staff and other agencies regarding the compliance of the proposed development with the requirements and standards of this section shall be delivered to the development review board prior to the public hearing.

6. **Determination Not Binding:** Neither the zoning administrator's determination that an application is complete nor any comment made by the zoning administrator, staff or the development review board at a prefilling conference or as part of the review process shall be intended or construed as a formal or informal recommendation for the approval of a planned development permit for the proposed development, or component part thereof, nor shall be intended or construed as a binding decision of the village, the development review board or any staff member.

B. Review and Action by the Development Review Board:

1. Upon receiving the report from the zoning administrator, the development review board shall hold at least one public hearing on the proposed planned development. Notice of the public hearing shall be provided and the public hearing shall be conducted in accordance with the provisions of this section, state law and rules of procedure adopted by the development review board, which rules shall not be inconsistent with this section and state law.
2. Notice of the required public hearing shall be published by the village fifteen to thirty days before the scheduled hearing in a newspaper published in the village or if there is none, then in a newspaper of general circulation in the village and shall contain the following information:
 - a. The identification number designation of the application;
 - b. The date and time of the public hearing;
 - c. The location of the public hearing; and
 - d. The general location of the property, the legal description of the property and its street address, if applicable, and a short description of the proposed development and purpose of the public hearing.
3. Notice of the required public hearing shall also be provided by the village by posting a sign or signs on the property no less than fifteen days before the public hearing. The sign shall be weatherproof and contain the following information:
 - a. The date and time of the public hearing;
 - b. The location of the public hearing;
 - c. The general location of the property including street address, if applicable; and
 - d. A short description of the proposed development and purpose of the public hearing.

The removal or knocking down (by the village or others) of the sign after posting but

before the hearing shall not invalidate, impair, or otherwise affect any planned development permit subsequently granted following such public hearing.

4. Notice of the public hearing and the application shall be posted to the village's website at least fifteen days before the public hearing.

The removal or unavailability of such notice on the village's website prior to the start of the public hearing, shall not invalidate, impair, or otherwise affect any planned development permit subsequently granted following such public hearing.

5. Notice of the required public hearing shall also be provided by the applicant by regular mail to the owners of record of the property which is the subject of the application (if different than the applicant), and the owners of all property within five hundred feet of the subject property as shown on the written list provided by the applicant pursuant to the requirements of 65 Illinois Compiled Statutes 5/11-13-7 of the Illinois municipal code (such notice should be sent to the owners as recorded in the office of the recorder of deeds or the registrar of zoning ordinances of Cook County and as they appear from the authentic tax records of Cook County, as shown on the list prepared by the applicant as required in 65 Illinois Compiled Statutes 5/11-13-7 of the Illinois municipal code). The applicant shall be required to submit to the village a search by a reputable zoning ordinance company or other evidence satisfactory to the village indicating the identity of all such owners required to receive notice, and an affidavit certifying that the applicant has complied with the requirements of 65 Illinois Compiled Statutes 5/11-13-7 of the Illinois municipal code. Such notice shall contain the information as is required in subsection B2 of this section and shall be mailed not more than thirty nor less than fifteen days prior to the date of the public hearing. The notice shall also include the name and address of the applicant for the planned development. The applicant shall provide the zoning administrator with proof of mailing of the mailed notice required herein before the public hearing starts.
6. The development review board shall review the application, the standards and requirements established by this section, the report of the zoning administrator, and any oral and written comments received by the development review board before or at the public hearing. Within forty five days following the close of the public hearing, the development review board shall make specific written findings addressing each of the standards set forth in section 10-19-3 of this chapter and transmit such findings, together with a recommendation of approval, approval with conditions, or disapproval to the board of trustees.

C. Review and Action by the Board of Trustees:

1. The applicant shall, at its own cost, give advance written notice of the first meeting of the village board where the planned development application will be considered by regular mail to the owners of record of the property which is the subject of the application (if different from the applicant), and the owners of all property within five hundred feet of

the subject property, not less than seven days prior to the date of the first village board meeting. This requirement is enacted to assure the most complete public notice possible for the proposed application for a planned development, it is not required by state law. Accordingly, any failure to comply with this subsection shall not invalidate, impair or otherwise affect any planned development permit subsequently granted following such meetings. The applicant shall provide the zoning administrator with proof of mailing of the mailed notice required herein, which proof shall be provided prior to the start of the first meeting of the village board where the planned development application will be considered.

2. Within seven to sixty days after receiving the receipt of the report and recommendation of the development review board, and without further public hearing, the board of trustees may deny the application, may refer the application to the development review board for further review, may postpone further consideration pending the submittal of additional information including any application requirement previously waived by the development review board or may adopt a zoning ordinance approving the planned development permit.
3. Any action taken by the board of trustees pursuant to subsection C2 of this section shall require the concurrence of a majority of all the trustees of the village then holding office, including the village president; however, if the planned development fails to receive the approval of the development review board, the ordinance shall not be approved except by a favorable majority vote of all trustees then holding office.
4. In approving a planned development permit, the board of trustees may attach such conditions to the approval as it deems necessary, or modify conditions imposed by the development review board, to have the proposed use or combination of uses meet the standards set forth in section 10-19-3 of this chapter and to prevent or minimize adverse effects on other property in the immediate vicinity. Such conditions may include, but are not limited to: limitations on size, bulk and location; requirements for landscaping, stormwater management, signage, outdoor lighting, provisions for adequate ingress and egress; hours of operation; and such other conditions as the village board may deem to be in furtherance of the objectives of this section. (Ord. 3587, 2-29-2016)

10-19-6: APPLICATION REQUIREMENTS:

- A. An application for a planned development may only be filed by one who has an ownership interest, or the agents thereof; or any contract purchaser or anyone holding an option to purchase the parcel of land on which the use or combination of uses is to be located; or any unit of government which either owns the parcel or which is not the owner of the parcel but proposes to acquire the parcel by purchase, gift, or condemnation; or any developer or development team which has entered into a redevelopment agreement with the unit of local government seeking to acquire the parcel.

- B. Applications for a planned development shall be filed with the zoning administrator in such form and accompanied by such information, with sufficient copies, as shall be established from time to time by the village. Every application shall contain at a minimum the following information and related data:
1. The names and addresses of the owner of the subject property, the applicant and all persons having an ownership or beneficial interest in the subject property and proposed development.
 2. A statement from the owner, if not the applicant, approving the filing of the application by the particular applicant.
 3. A survey, legal description and street address of the subject property.
 4. A statement indicating compliance of the proposed development to the comprehensive plan; and evidence of the proposed project's compliance in specific detail with each of the standards and objectives of this section.
 5. A scaled site plan showing the existing contiguous land uses, natural topographic features, zoning districts, public thoroughfares, transportation and utilities.
 6. A scaled site plan of the proposed development showing lot area, the required yards and setbacks, contour lines, common space and the location, bulk, and lot area coverage and heights of buildings and structures, number of parking spaces and loading areas.
 7. Schematic drawings illustrating the design and character of the building elevations, types of construction, and floor plans of all proposed buildings and structures. The drawings shall also include a schedule showing the number, type, and floor area of all uses or combination of uses, and the floor area of the entire development.
 8. A landscaping plan showing the location, size, character and composition of vegetation and other material.
 9. The substance of covenants, easements, and other restrictions existing and any to be imposed on the use of land, including common open space, and buildings or structures.
 10. A schedule of development showing the approximate date for beginning and completion of each stage of construction of development.
 11. A statement acknowledging the responsibility of the applicant to record a certified copy of the zoning ordinance granting the planned development permit with the Cook County recorder of deeds' office and to provide evidence of said recording to the village within thirty days of passage in the event the proposed planned development is approved by the village board.

12. A professional traffic study acceptable to the village showing the proposed traffic circulation pattern within and in the vicinity of the area of the development, including the location and description of public improvements to be installed, including any streets and access easements.
 13. A professional economic analysis acceptable to the village, including the following:
 - a. The financial capability of the applicant to complete the proposed development;
 - b. Evidence of the project's economic viability; and
 - c. An analysis summarizing the economic impact the proposed development will have upon the village.
 14. Copies of all environmental impact studies as required by law.
 15. An analysis reporting the anticipated demand on all village services.
 16. A plan showing off site utility improvements required to service the planned development, and a report showing the cost allocations for those improvements.
 17. A site drainage plan for the developed tract.
 18. A list of the site development allowances sought.
 19. A written summary of residents' comments pertaining to the proposed application. This summary shall serve as the official record of the meeting that the applicant shall be required to hold with all property owners within five hundred feet of the proposed development. This meeting shall be held prior to the submission of the application for a planned development. The applicant is further required to provide evidence that a notice of this meeting was sent by regular mail to all affected property owners at least fifteen days before the required meeting date.
- C. The applicant may submit a written request for waiver of any application requirement in accordance with subsections 10-19-5A1c and A1d of this chapter. The decision of the development review board shall be final regarding the approval or denial of the request. However, the development review board's decision regarding the request for a waiver of an application requirement does not preclude the village board from requesting that same information or any additional information it deems applicable for its review of the planned development application.
- D. Every application must be accompanied by a fee in such amount as established from time to time by the village board to defray the costs of providing notice and contracting with independent professionals to review applications as required. Such professional costs may include, but are not limited to, engineering, legal fees, traffic analyses, environmental impact studies, land use design or other similarly related professional studies. Additional materials

may be required during the review of a proposed planned development if determined necessary by the development review board or the village board. (Ord. 3587, 2-29-2016)

10-19-7: EFFECT OF APPROVAL OR DENIAL:

- A. Approval of the planned development permit by the board of trustees authorizes the applicant to proceed with any necessary applications for building permits, certificates of occupancy, and other permits which the village may require for the proposed development. The zoning administrator shall review applications for these permits for compliance with the terms of the planned development permit granted by the board of trustees. No permit shall be issued for development which does not comply with the terms of the planned development permit.
- B. The village board shall direct the zoning administrator to revise the official zoning map to reflect the existence and boundaries of each planned development permit granted.
- C. An approval of a planned development permit by the board of trustees shall be null and void if the recipient does not file an application for a building permit for the proposed development within nine months after the date of adoption of the zoning ordinance approving the development permit.
- D. An approval of a planned development permit by the board of trustees shall be null and void if construction has not commenced within fifteen months and is not completed within thirty-three months after the date of adoption of the zoning ordinance approving the planned development permit.
- E. An approval of a planned development permit with a phasing plan shall be null and void if construction has not commenced or is not completed in accordance with the terms of that phasing plan.
- F. An approval of a planned development permit with a master plan shall be null and void if construction has not commenced or is not completed in accordance with the terms and conditions contained in the master plan.
- G. An extension of the time requirements stated in subsections C, D, and E of this section may be granted by the board of trustees for good cause shown by the applicant, provided a written request is filed with the village at least four weeks prior to the respective deadline.
- H. A planned development permit shall be null and void if the use or combination of uses for which the approval was granted ceases for a period of one year.
- I. No application for a planned development which was previously denied by the board of trustees shall be considered by the development review board or the board of trustees if it is resubmitted in substantially the same form and/or content within two years of the date of such prior denial.

1. The zoning administrator shall review the application for a planned development and determine if the application is or is not substantially the same. An applicant has the right to request a hearing before the village board to appeal the determination of the zoning administrator, provided a petition for appeal is filed in writing to the zoning administrator within ten days of the decision.
2. The board shall affirm or reverse the determination of the administrator regarding whether the new application is in substantially the same form within thirty days of receipt of a petition for appeal.
3. If it is determined that the new application is not substantially in the same form, then the applicant is entitled to submit an application and have it reviewed in accordance with the provisions of section 10-19-5 of this chapter. (Ord. 3587, 2-29-2016)

10-19-8: AMENDMENTS AND ALTERATIONS TO APPROVED PLANNED DEVELOPMENT PERMITS:

- A. Except as provided in subsection B of this section, any modifications to a project operating under an approved planned development permit or any addition to or expansion of a project operating under an existing planned development permit shall require separate review and approval under the provisions of this section.
- B. A minor change is any change in the site plan or design details of a project operating under an approved planned development permit which is consistent with the standards and conditions applying to the project and which does not alter the concept or intent of the project.

A change is not minor if it, with regard to the approvals granted in the planned development permit:

1. Increases the density;
2. Increases the height of buildings, unless the proposed height change is less than or equal to the lesser of: a) the height permitted in the property's zoning district regulations in effect as of the date the planned development permit is approved, or b) the height permitted in the property's zoning district regulations in effect as of the date the minor amendment is requested;
3. Increases the footprint of a building;
4. Modifies the proportion of housing types;
5. Reduces the number of parking spaces;
6. Creates a greater demand or burden on village services or alters the alignment of roads;

7. Increases the amount of stormwater conveyed to the village's stormwater sewer system;
or
8. Amends final governing agreements, provisions or covenants, or provides any other change inconsistent with any standard or condition imposed by the board of trustees in approving the planned development permit.

A minor change may be approved by the zoning administrator without obtaining separate approval by the board of trustees. In addition, the village board may, after reviewing the request for a minor change made by the village staff or the applicant, direct the village administrator to process the minor change administratively. A minor change that would constitute a variation under the zoning title may only be approved at the direction of the village board. Any minor change approved by the zoning administrator shall be reported to the village board. (Ord. 3587, 2-29-2016)

River Forest Public Library

Planned Development Application

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1. Introduction of proposed development

The River Forest Public Library's air handler unit is currently located in an interior north mechanical room, adjacent to the Children's Room. The unit is due for replacement. The engineering firm, Chicago Project Management, determined that it is feasible to install a new air handler unit in space exterior to the Library. Relocating the air handler would allow the Library to reclaim approximately 396 square feet of community space, which could be utilized for programs, community meetings, and as a gathering space for children and their families.

The Library requests that the 8' x 13' air handler unit be installed on a poured concrete pad off the north side of the building. A 16' x 25' masonry enclosure would be placed on a one-foot-wide, 42-inch-deep concrete footer.

Masonry Enclosure Safety and Aesthetics

The brick on the enclosure will be mixed from the sample board provided to match the Library's facade. The top of the enclosure, at 9 feet, will line up with the top of the windows from which the ductwork will feed. We believe this will create an aesthetically pleasing look and also provide a safe height that doesn't invite climbing. The height will also minimize the risk of foreign objects entering the area. The enclosure walls will have scuppers along their base for drainage.

Locust Tree

One locust tree, while outside of the proposed area of development, is within the area of excavation to install the masonry enclosure and will need to be removed if the project moves forward. The Library has reached an agreement with the River Forest Park District, included in the attached Memorandum of Understanding dated June 23, 2021 (the "MOU"), to replace the tree with one or more trees equaling the measured total caliper of the removed tree. The Village arborist evaluated the tree, and his evaluation is included in this packet. The locust tree's caliper is 22 inches. The Library and the Park District have agreed that the Park District will plant 7 to 8 trees, each of which will be from 2.5 to 3 inches in diameter, throughout the park system as replacements for the locust tree. The Library will reimburse the Park District for the cost of the trees.

Noise Considerations

The Library's HVAC vendor, Oak Brook Mechanical Services, provided the replacement air handler unit's Sound Summary chart, included below. The Library consulted with engineers at IMEG Engineering, who informed the Library that the typical human range of hearing occurs between 2000 and 5000 Hz, which puts the decibel range of the unit measured at the 'Outside' opening between 51 (interpolated) and 58 dBs. According to Yale University's Environmental Health & Safety Department Decibel Level Comparison Chart, decibel ranges in the 50s are equivalent to a household refrigerator. With this verified information, we do not believe the dB level of the unit will adversely affect either the users of the Library or of the adjacent fields.



Village of River Forest
Tree Appraisal & Replacement Cost Statement

*Trunk Formula Method

Appraiser: Brian Skoczek

Date: 8/19/2021

Address: 735
 Street: Lathop

Existing Tree Value: \$10,574.49
 Replacement Tree Costs: \$0.00
Total: \$10,574.49

Subject Tree

Species: Locust

Diameter: 22 inches

Condition: 70%

Species Rating: 80%

*Location Rating = [Site 70% + Contribution 70% + Placement 70%] / 3 = 70%

*Location rating is determined by the average of location, contribution and placement value percentages.

Appraised Value: \$10,574.49

Replacement Tree

Replacement Tree Size: (diameter) 0 in.
 (Trunk Area) 0.00 sq. in.

Replacement Tree Cost: \$0.00

Installation Costs: \$0.00

Replacement Tree Cost: \$0.00

(Cost of new tree + labor to install)

Calculations by Appraiser using Field and Regional Information

Unit Tree Cost: \$71.00 per sq. in.

Appraised Trunk Area: 380 sq. in.

Appraised Tree Trunk increase: 379.94 sq. in.

Basic Tree Cost: \$26,975.74

2. Applicant information

The land occupied by the Library building is leased from the Park District. To accommodate the air handler project, the Library requested that an area of approximately 275 square feet be added to the Library's leased area upon its renewal. The Park District Board of Commissioners expressed support for the project, and the Park District and the Library entered into the MOU. The Library engaged Prairie Land Survey Company (PLSC) to survey the entire improvement area, and PLSC found that the land that effects the Park District is approximately 260 square feet. For that reason, the Library revised its lease renewal to reflect the approximately 260 square feet needed for the project.

In the MOU, the Park District appointed the Library to act as the interested agent throughout this project.

<i>Applicant Name</i> River Forest Public Library Emily Compton, Director 735 Lathrop Avenue River Forest, IL 60305 708-366-5205	<i>Owner Name</i> River Forest Park District Mike Sletten, Executive Director 401 Thatcher Avenue River Forest, IL 60305 708-366-6660
<i>Architectural Firm</i> Williams Architects Andy Dogan, Principal Architect Natalie Clemens, Architect 500 Park Boulevard, Suite 800 Itasca, IL 60143	

AFFIDAVIT

I, Michael J. Sletten, in my capacity as Executive Director of the River Forest Park District, state as follows:

1. I serve as the Executive Director of the River Forest Park District ("RFPD") and have served in this capacity for many years.

2. The Interim Co-Director of the River Forest Public Library ("Library"), Ms. Joanna Bertucci, contacted me in the fall of 2020 to discuss leasing additional space to the Library for the purpose of moving the Library's air handler equipment to the exterior of the Library building.

3. During the fall of 2020, several RFPD commissioners discussed the proposed project with Library representatives and viewed the proposed exterior area.

4. The RFPD discussed this request at its January 11, 2021, March 8, 2021 and April 12, 2021 board meetings (see agendas attached).

5. At the March Meeting, the Board voted to enter into a Memorandum of Understanding ("MOU") with the Library to allow the additional space to be leased to the Library, provided that the Library provided a masonry enclosure to match the existing Library façade.

6. At the April 12, 2021 Board meeting, a draft MOU was included in the Board packet and the Board voted to approve the MOU with a few changes.

7. The RFPD has thoroughly considered the Library's request and has determined that it will not adversely affect the RFPD's current or proposed uses of Centennial Park.

Dated: October 1, 2021



Michael J. Sletten

Executive Director

River Forest Park District

4. Memorandum of Understanding By and Between the River Forest Park District and the Board of Library Trustees of the Village of River Forest Regarding the River Forest Public Library Air Handler Project

The Park District owns the land on which the Library constructed, maintains and operates its building and outdoor spaces. The Library and the Park District are parties to a 1923 lease in this regard. That lease is in effect until July 1, 2022.

The Library and the Park District entered into an MOU, which is included in this application. In the MOU, the Library agreed: (1) to be primarily responsible for the proposed development which is the subject of the planned development application currently before the Village of River Forest, (2) to diligently pursue the proposed development and (3) to construct and maintain the proposed development. In the MOU, the Park District agreed to support the Library's proposed development and to take actions in support thereof as reasonably requested by the Library. Also, as provided in the MOU, the Library and the Park District agreed to negotiate and enter into a new 50-year renewal lease (the "Lease") for the property currently leased, plus the additional square feet of land needed for the Library's proposed development. Under the MOU, the Lease will be finalized and approved before the current lease expires, and the Lease will be effective on the first of the month following the full execution of the Lease by both the Library's Board of Trustees and the Park District's Board of Commissioners. The MOU and the Lease provide that if the Village does not approve the Library's planned development application, the leased premises under the Lease will remain as-is and not include the additional approximately 260 square feet of land needed for the Library's proposed development.

The fully-executed MOU plus Exhibit A thereto, a depiction of the Additional Property to be included in the Library's Lease, are included with this application. Exhibit B to the MOU, certificate(s) of insurance from all contractors naming the Park District as an additional insured, will be provided to the Park District after approval of the project and upon hiring of construction contractors/subcontractors.

**A MEMORANDUM OF UNDERSTANDING BY AND
BETWEEN THE RIVER FOREST PARK DISTRICT AND THE
BOARD OF LIBRARY TRUSTEES OF THE VILLAGE OF RIVER FOREST
REGARDING THE RIVER FOREST PUBLIC LIBRARY AIR HANDLER PROJECT**

THIS MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE RIVER FOREST PARK DISTRICT AND THE BOARD OF LIBRARY TRUSTEES OF THE VILLAGE OF RIVER FOREST REGARDING THE RIVER FOREST PUBLIC LIBRARY AIR HANDLER PROJECT ("Memorandum") is entered into this 13 day of JUNE, 2021 ("Effective Date") by and between the River Forest Park District, an Illinois park district ("Park District"), and the Board of Library Trustees of the Village of River Forest, an Illinois local library ("Library"). The Park District and the Library are sometimes individually referred to herein as a "Party" and are collectively referred to herein as the "Parties."

WITNESSETH

WHEREAS, the Park District owns certain real property in the Village of River Forest, Cook County, Illinois south of Chicago Avenue, east of Lathrop Avenue and west of Jackson Avenue ("Property"); and

WHEREAS, the Park District and the Library are parties to a lease for a portion of the Property titled "99 Year Lease River Forest Park District to River Forest Public Library," dated July 1, 1923, as amended on March 26, 1959 (collectively, as amended, the "Lease"), on which the Library constructed, maintains and operates a public library ("Library Property"); and

WHEREAS, the Library desires to improve the Library Property by constructing, maintaining and operating an air handler to serve the public library building on the Library Property ("Project") on property owned by the Park District that is adjacent and contiguous to the Library Property of approximately two-hundred and seventy-five (275) square feet, as depicted in **EXHIBIT A** attached hereto made a part hereof ("Additional Property"), and the Library desires to lease the Additional Property from the Park District; and

WHEREAS, the Park District supports the Project; and

WHEREAS, the Lease expires on July 1, 2022, and the Parties desire to negotiate for and enter into a long term lease to replace the Lease ("New Lease), which New Lease shall extend over and include the Additional Property; and

WHEREAS, the Parties desire to memorialize their respective obligations with regard to the subject matters hereof; and

WHEREAS, Article VII, Section 10 of the 1970 Constitution of the State of Illinois and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, and the Illinois Libraries in Parks Act, 75 ILCS 65/1, *et seq.* authorize intergovernmental cooperation, leases and agreements between the Parties;

NOW, THEREFORE, in consideration of the foregoing, the mutual covenants and agreements contained in this Memorandum, and other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the Parties, the Parties agree as follows:

1. **INCORPORATION OF RECITALS.** The recitals hereto, as set forth above, and the Exhibits hereto, are incorporated herein by reference and are made part hereof.

2. **PROJECT.**

A. The Library shall:

i. Be primarily responsible for the Project and shall take the lead on securing the Permit (as defined in Section 2.D. below).

ii. Diligently pursue the Project.

iii. Provide the Park District with a certificate, or certificates, of insurance naming the Park District as an additional insured from all construction contractors installing the Project and shall require the Project's architect, contractor and subcontractor(s) to comply with the indemnification and insurance provisions set forth in **EXHIBIT B** attached hereto and made a part hereof.

iv. Maintain the Project.

v. Not place advertising on the Project.

vi. Reimburse the Park District for up to Five Thousand (\$5,000) of the Park District's out-of-pocket engineering fees and legal fees for the Project.

vii. Pay all costs of the Project and not permit any lien to stand against the Property, the Additional Property, or the Park District's public funds, except as set forth in Section 2.A.vi. above

B. The Park District shall:

i. Support the Project.

ii. Take actions in support of the Project as are reasonably requested by the Library.

C. The Project shall include:

i. An enclosure around the air handler with dimensions of approximately one foot (1') wide by eight feet (8') tall.

ii. On the exterior of the enclosure, masonry veneer similar to the public library building on the Library Property.

iii. A metal access gate on the west side of the enclosure.

D. The Library and the Park District shall coordinate their respective engineering reviews of the Project, in order to reduce their respective out-of-pocket costs for engineering services.

E. The Project requires a planned development approved by the Village of River Forest ("Village"). Because the Park District owns the Additional Property, the Park District shall request that the Village approve a planned development permit for the Project ("Permit"), and the Park District shall appoint the Library as the agent of the Park District to pursue Village approval of the Permit. The Parties shall jointly pursue Village approval of the Permit and the Library shall lead the effort to obtain the Permit. The Library shall comply with all conditions of the Village as required by the Permit. If the Village fails to approve the Permit, Section 2 of this Agreement shall be null and void and the leased premises in Section 3.C. below shall only consist of the real estate subject to the Lease and not the Additional Property.

F. If the honey locust tree in the vicinity of the northwest corner of Project is substantially damaged by construction of the Project, the Library shall replace the tree with one or more trees equaling the measured total caliper of the damaged tree.

3. **LEASE.**

The Parties shall negotiate for and enter into the New Lease on reasonable mutually agreeable terms on or before July 1, 2022. The New Lease shall be on the following terms, with such other terms as the Parties mutually agree which are not inconsistent with the following terms:

A. Rent: Ten Dollar (\$10) one-time payment.

B. Term: fifty (50) years.

C. Leased premises: the real estate subject to the Lease along with the Additional Property.

D. Provisions: same as the Lease, to the extent possible.

E. Indemnification: in addition to the indemnification provided in the Lease, which shall be included in the New Lease, the Library shall also indemnify, hold harmless and defend the Park District, its officers, officials, employees and agents from damages arising out of the use of and ingress and egress, by the Library, its officials, employees and agents, and all third parties over Park District property to and from the Additional Property.

The New Lease shall be subject to, and effective after satisfaction of, all legal requirements, such as, but not limited to, those set forth in the Illinois Park District Code, 70 ILCS 1205/1-1, *et seq.*, the Illinois Local Library Act, 75 ILCS 5/1-1, *et seq.*, and the Illinois Libraries in Parks Act, 75 ILCS 65/1, *et seq.*

4. **NO THIRD PARTY BENEFICIARIES.** This Memorandum is entered into solely for the benefit of the Parties, and nothing in this Memorandum is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person and entity who is not a party to this Memorandum or to acknowledge, establish, or impose any legal duty to any third party.

5. **NO WAIVER OF TORT IMMUNITY DEFENSES.** Nothing contained in this Memorandum is intended to constitute, nor shall constitute, a waiver of the defenses available to the Parties under the Illinois Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101, *et seq.*, with respect to claims against any Party by third parties.

6. **NOTICES.** Notice or other writings which a Party is required to, or may wish to, serve upon another Party in connection with this Memorandum shall be in writing and shall be delivered personally or sent by registered or certified mail, return receipt requested, postage prepaid, addressed as follows:

A. If to the Park District:

Michael Sletten, Executive Director
River Forest Park District
401 Thatcher Avenue
River Forest, Illinois 60305
Telephone: 708-366-6660

B. If to the Library:

Emily Compton-Dzak, Library Director
River Forest Public Library

735 Lathrop Avenue
River Forest, Illinois 60305
Telephone: 708-366-5205, extension 319

or to such other address, or additional parties, as a Party may from time to time designate in a written notice to the other Party. Service by certified mail shall be deemed given on the third day following the mailing of said notice, and service by personal delivery shall be deemed given upon actual delivery.

7. **COUNTERPARTS.** This Memorandum may be executed simultaneously in two (2) counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Memorandum.

8. **ENTIRE AGREEMENT.** This Memorandum contains the entire understanding between the Parties and supersedes any prior understanding or written or oral agreements between them regarding the subject matter herein. There are no representations, agreements, arrangements or understandings, oral or written, between and among the Parties hereto relating to the subject matter of this Memorandum which are not fully expressed herein.

9. **AMENDMENTS.** This Memorandum may be amended by mutual written consent of the Parties hereto.

10. **TERM OF AGREEMENT.** This Memorandum shall continue in full force and effect until terminated by any Party upon twelve (12) months prior written notice to the other Party, which termination may be made with or without cause. Sections 4, 5, 7, 8 and 11 of this Memorandum shall survive the termination of this Memorandum.


11. **VENUE AND APPLICABLE LAW.** This Memorandum, and all matters or issues relating to the interpretation, validity, performance and enforcement of it, shall be governed by the laws of the State of Illinois applicable to contracts performed entirely within this state. The Parties agree for the purpose of any litigation or proceeding brought with response to this Memorandum and its enforcement, venue shall be in the Circuit Court of Cook County, Illinois.

12. **EFFECTIVE DATE.** The Effective Date shall be the date on which the last of the Parties executes this Memorandum.


[THIS SPACE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Park District has caused this Memorandum to be executed by its President and attested by its Secretary and the Library has caused this Memorandum to be signed by its President and attested by a Secretary.

RIVER FOREST PARK DISTRICT

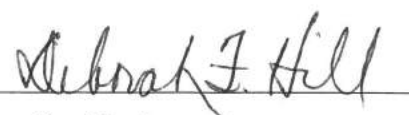
By: 
President

ATTEST:



Secretary

Dated: 6/23, 2021

**BOARD OF LIBRARY TRUSTEES OF
THE VILLAGE OF RIVER FOREST**

By: 
President

ATTEST:


Secretary

Dated: June 23, 2021

EXHIBIT A

ADDITIONAL PROPERTY DEPICTION

(attached)

EXHIBIT B

INDEMNIFICATION AND INSURANCE REQUIREMENTS

Indemnification

To the fullest extent permitted by law, the contractor performing the work ("Contractor") shall indemnify and hold harmless the Park District and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses including but not limited to legal fees (attorney's and paralegals' fees and court costs), arising out of or resulting from the performance of the Contractor's work, provided that any such claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property, other than the work itself, including the loss of use resulting there from and (ii) is caused in whole or in part by any wrongful or negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. Contractor shall similarly protect, indemnify and hold and save harmless the Park District, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of Contractor's breach of any of its obligations under, or Contractor's default of, any provision of the Contract.

Contractor shall obtain insurance of the types and in the amounts listed below.

A. Commercial General and Umbrella Liability Insurance

Contractor shall maintain commercial general liability ("CGL") and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project/location.

CGL insurance shall be written on Insurance Services Office ("ISO") occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

Park District shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 10 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary

insurance with respect to any other insurance or self-insurance afforded to Park District. Any insurance or self-insurance maintained by Park District shall be excess of the Contractor's insurance and shall not contribute with it.

There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from pollution, explosion, collapse, or underground property damage.

B. Continuing Completed Operations Liability Insurance

Contractor shall maintain CGL and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each occurrence for at least three years following substantial completion of the work.

Continuing CGL insurance shall be written on ISO occurrence form CG 00 01 10 93, or substitute form providing equivalent coverage, and shall, at minimum, cover liability arising from products-completed operations and liability assumed under an insured contract.

Continuing CGL insurance shall have a products-completed operations aggregate of at least two times its each occurrence limit.

Continuing commercial umbrella coverage, if any, shall include liability coverage for damage to the insured's completed work equivalent to that provided under ISO form CG 00 01.

C. Business Auto and Umbrella Liability Insurance

Contractor shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos.

Business auto insurance shall be written on ISO form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

D. Workers Compensation Insurance

Contractor shall maintain workers compensation as required by statute and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

If Park District has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 10 under the Commercial General and Umbrella Liability Insurance required in this Contract, the Contractor waives all rights against Park District and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Contractor's work.

E. General Insurance Provisions

1. Evidence of Insurance

Prior to beginning work, Contractor shall furnish Park District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days written notice to Park District prior to the cancellation or material change of any insurance referred to therein. Written notice to Park District shall be by certified mail, return receipt requested.

Failure of Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance.

Park District shall have the right, but not the obligation, of prohibiting Contractor or any subcontractor from entering the project site until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by the Park District.

With respect to insurance maintained after final payment in compliance with a requirement above, an additional certificate(s) evidencing such coverage shall be promptly provided to Park District whenever requested.

Contractor shall provide certified copies of all insurance policies required above within 10 days of Park District's written request for said copies.

2. Acceptability of Insurers

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the Best's rating is less than A VII or a Best's rating is not obtained, the Park District has the right to reject insurance written by an insurer it deems unacceptable.

3. Cross-Liability Coverage

If Contractor's liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

4. Deductibles and Self-Insured Retentions

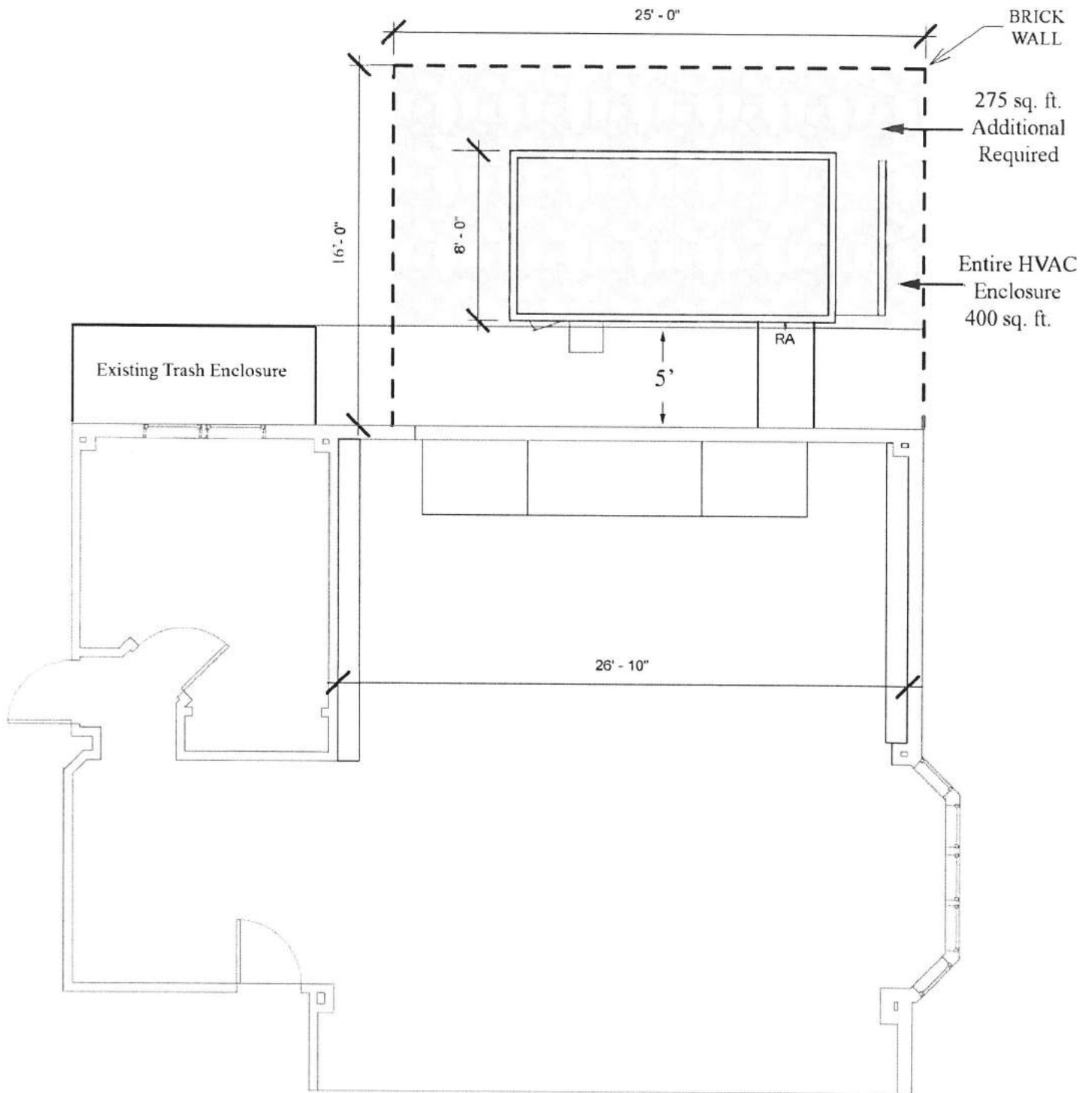
Any deductibles or self-insured retentions must be declared to the Park District. At the option of the Park District, the Contractor may be asked to eliminate such deductibles or self-insured retentions as respects the Park District, its officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

5. Subcontractors

Contractor shall cause each subcontractor employed by Contractor to purchase and maintain insurance of the type specified above. When requested by the Park District, Contractor shall furnish copies of certificates of insurance evidencing coverage for each subcontractor.

F. Professional Liability Insurance

The architect for the Project shall maintain professional liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each wrongful act arising out of the performance or failure to perform professional services.



1 Exhibit A

5. Statement regarding River Forest Public Library Lease

Because the Library's project is weather dependent, and, therefore, time is of the essence, the Library has been simultaneously finalizing its Lease negotiations with the Park District while also pursuing its planned development with the Village. The 50-year Lease has been drafted and is in the final review stage by attorneys for the Park District and the Library and their respective officials. The final step will be approval of the Lease by the Park District Commissioners and the Library Board of Trustees at their respective regular meetings this fall. The Library acknowledges and understands that it must have the Lease in place with the Park District in order to construct, maintain and operate the proposed development. The Library expects that the Lease will receive final approval prior to final Village action on the Library's planned development application. If the Lease has not been approved prior to final Village action on the Library's application, the Library would be willing to accept as a condition of approval in the planned development permit a requirement that the Library provide the Village with proof of rights to occupy and improve the area that is the subject of the permit prior to issuance of a building permit for the Library's proposed development.

6. Statement indicating compliance with the Village of River Forest Comprehensive Plan

The Village of River Forest Comprehensive Plan notes the need for the Library to better serve the community by working to meet the growing demand for meeting and activity space. The Library has one meeting room, The Barbara Hall Meeting Room, which is typically in near constant use for both Library programs and community meetings. In 2019, the most recent regular year before the COVID-19 pandemic, the Library had to deny 150 meeting room requests from the public because the Barbara Hall Meeting Room was already booked. Upon making the room available for bookings again this Fall, the Library is already struggling to meet the demand for reservations while also utilizing the room to offer quality programming to the community.

Approving the planned development request to install the air handler and its enclosure outside of the Library building would allow the Library to add a second space for programs and community activities, and would be in keeping with the following principles, values, and objectives of the Village of River Forest Comprehensive Plan:

Core Community Principle: Strengthening our property values and enhancing our quality of life.

The Library works to support the core community principle to enhance villagers' quality of life in a variety of ways, including providing meeting space to community groups and providing a wide range of programs and services for all ages. The Library actively engages with young children to support early literacy, serves as a hub for middle school students, and collaborates with the River Forest Township and others to provide programs and services to seniors. Targeted programs and services include support for D90 initiatives, dementia-friendly programs, and sustainability initiatives. With more space, the Library will be able to further develop its services, programs, and partnerships, which is also in keeping with the expressed Community Value of *Continuing to provide high quality and responsive community facilities and services.*

Increasing the amount of community space within the Library building also supports the following core objectives included in the Comprehensive Plan:

Land Use & Development Core Objective: Provide for public/quasi-public uses to continue the high quality of facilities and services within the community.

Community Facilities Core Objective: regularly review Village facilities, infrastructure, and services to identify potential issues and prepare for necessary renovations, replacements and improvement projects.

7. Survey, legal description and street address of the subject property

Prairie Land Survey Company created the enclosed survey to capture the entire area needed for the project.

The legal description of the Library's entire property as contemplated by the Lease is:

Parcel 1:

THE SOUTH 57.50 FEET OF LOT 74 AND THE NORTH 42.50 FEET OF LOT 75 IN RIVER FOREST LAND ASSOCIATION'S ADDITION TO RIVER FOREST, IN THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN RIVER FOREST, COOK COUNTY, ILLINOIS.

Parcel 2:

THAT PART OF LOT 74 IN RIVER FOREST LAND ASSOCIATION'S ADDITION TO RIVER FOREST, IN THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN RIVER FOREST, COOK COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS; BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 74; THENCE NORTH 01 DEGREES 48 MINUTES 27 SECONDS WEST, ALONG THE WEST LINE OF SAID LOT 74 57.50 FEET, TO THE NORTH LINE OF THE SOUTH 57.50 FEET OF SAID LOT 74; THENCE NORTH 88 DEGREES 03 MINUTES 19 SECONDS EAST, ALONG SAID NORTH LINE OF THE SOUTH 57.50 FEET OF SAID LOT 74, 153.35 FEET, TO THE POINT OF BEGINNING; THENCE NORTH 01 DEGREES 54 MINUTES 49 SECONDS WEST, 10.41 FEET; THENCE NORTH 88 DEGREES 05 MINUTES 11 SECONDS EAST, 25.00 FEET; THENCE SOUTH 01 DEGREES 54 SECONDS 49 MINUTES EAST, 10.39 FEET TO SAID NORTH LINE OF THE SOUTH 57.50 FEET OF SAID LOT 74; THENCE SOUTH 88 DEGREES 03 MINUTES 19 SECONDS EAST, ALONG SAID NORTH LINE OF THE SOUTH 57.50 FEET OF SAID LOT 74, 25.00 FEET, TO THE POINT OF BEGINNING, ALL IN COOK COUNTY, ILLINOIS.

THE PARCEL OF LAND DESCRIBE HEREIN CONTAINS 260.07 SQUARE FEET MORE OR LESS.

Address of the subject property is 735 Lathrop Avenue, River Forest, IL 60305.

SURVEYOR'S NOTES

1. DIMENSIONS SHOWN THUS: 50.25' ARE FEET AND DECIMAL PARTS THEREOF. ANGULAR DATA SHOWN THUS: 90°00'00" INDICATES DEGREES, MINUTES AND SECONDS.
2. NORTH ARROW AND BEARINGS BASED ON THE ILLINOIS STATE PLANE COORDINATE SYSTEM (2011 ADJUSTMENT).
3. IMPROVEMENT LOCATIONS ARE BASED ON A FIELD SURVEY BY PRAIRIE LAND SURVEY COMPANY, ON 08/09/2021.
4. COMPARE YOUR POINTS BEFORE USING SAME AND REPORT ANY DIFFERENCES.
5. CHECK LEGAL DESCRIPTION WITH DEED OR TITLE POLICY AND REPORT ANY DISCREPANCY. BUILDING LINES AND EASEMENTS, IF ANY, SHOWN HEREON ARE AS SHOWN ON THE RECORDED SUBDIVISION OR AS INDICATED.
6. R&M = RECORD AND MEASURED INFORMATION. (0.00') = RECORD INFORMATION, 0.00' = MEASURED INFORMATION
7. PRAIRIE LAND SURVEY COMPANY JOB NUMBER 21217
8. BENCHMARK REFERENCE INFORMATION NGS MARK D03309 THE STATION IS IN THE GRASS PARKWAY OF MAPLE AVENUE AT THE NORTHWEST QUADRANT OF MAPLE AND MONROE STREET, 35 FT (10.7 M) NORTH OF THE CENTERLINE OF MONROE STREET, 22 FT (6.7 M) WEST OF THE CENTERLINE OF MAPLE AVENUE, 2 FT (0.6 M) WEST OF THE BACK OF CURB AND 14 FT (4.3 M) SOUTH OF A STREET SIGN. THE MARK IS THE TOP OF A STAINLESS STEEL ROD DRIVEN TO REFUSAL. ELEVATION=619.20(NAD83)

PLAT OF SURVEY

OF

THE SOUTH 57.50 FEET OF LOT 74 AND THE NORTH 42.50 FEET OF LOT 75 IN RIVER FOREST LAND ASSOCIATION'S ADDITION TO RIVER FOREST, IN THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN RIVER FOREST, COOK COUNTY, ILLINOIS.

LEGEND

- Catch Basin
- Electric Hand Hole
- Fire Hydrant
- Inlet
- Landscape Light
- Light Standard
- Manhole
- Power Pole
- Sign
- Water Valve
- Tree and Size
- Bush
- Traffic Signal
- Gas Meter
- Water Fountain
- Electric Manhole
- Transformer Box
- Traffic Signal Vault
- Flag Pole
- Hand Hole
- Heating, Ventilation, and Air Conditioning
- Multi-Trunk Tree
- Water Hand Hole
- Electric Meter
- Clean Out
- Gas Meter
- Electric Pedestal
- Telephone Pedestal
- Cable Pedestal
- Electric Cabinet
- Generator
- Gas Stand Pipe
- Bollard

FIELD WORK:	08/09/2021
DRAWN BY:	KB
CHECKED BY:	MS
PROJECT No.:	21217
FIELD BOOK:	16
FILE LOCATION:	105D
DRAWING FILE:	21217



PRAIRIE LAND SURVEY COMPANY

24043 Oak Street, Plainfield, Illinois
PrairieLandSurvey.com
(815) 341-0659

PLAT OF SURVEY

Ordered by: River Forest Public Library

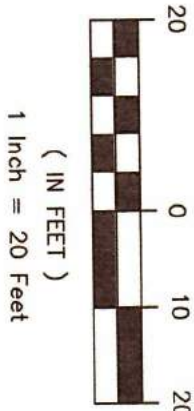
735 Lathrop Avenue
River Forest, IL 60305

PROPOSED LEASE AREA LEGAL DESCRIPTION

THAT PART OF LOT 74 IN RIVER FOREST LAND ASSOCIATION'S ADDITION TO RIVER FOREST, IN THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN RIVER FOREST, COOK COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 74; THENCE NORTH 01 DEGREES 48 MINUTES 27 SECONDS WEST, ALONG THE WEST LINE OF SAID LOT 74 57.50 FEET; TO THE NORTH LINE OF THE SOUTH 57.50 FEET OF SAID LOT 74; THENCE NORTH 88 DEGREES 03 MINUTES 19 SECONDS EAST, ALONG SAID NORTH LINE OF THE SOUTH 57.50 FEET OF SAID LOT 74, 153.35 FEET; TO THE POINT OF BEGINNING; THENCE NORTH 01 DEGREES 54 MINUTES 49 SECONDS WEST, 10.41 FEET; THENCE NORTH 88 DEGREES 05 MINUTES 19 SECONDS EAST, 25.00 FEET; THENCE SOUTH 01 DEGREES 54 MINUTES 49 SECONDS WEST, 10.39 FEET; TO SAID NORTH LINE OF THE SOUTH 57.50 FEET OF SAID LOT 74; THENCE SOUTH 88 DEGREES 03 MINUTES 19 SECONDS EAST, ALONG SAID NORTH LINE OF THE SOUTH 57.50 FEET OF SAID LOT 74, 25.00 FEET; TO THE POINT OF BEGINNING, ALL IN COOK COUNTY, ILLINOIS.

THE PARCEL OF LAND DESCRIBE HEREIN CONTAINS 260.04 SQUARE FEET MORE OR LESS.

GRAPHIC SCALE



(IN FEET)
1 Inch = 20 Feet

STATE OF ILLINOIS)
COUNTY OF WILL)
I HEREBY CERTIFY THAT THE PLAT DRAWN HEREON AND THE SURVEY THAT IT REPRESENTS, WERE PREPARED AND PERFORMED BY US, AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR BOUNDARY SURVEYS.
DATED AT PLAINFIELD, ILLINOIS THE 23rd DAY OF AUGUST, 2021.
PRAIRIE LAND SURVEY COMPANY
KEITH E. BOLLINGER, PLS NO. 35-3592
LICENSE EXPIRES 11-30-2022
PROFESSIONAL DESIGN FIRM
NO. 184.008521-0008



8. Scaled site plans

Enclosed. AS1.0 and AS2.0

9. Schematic drawings

Enclosed AS1.0 and AS2.0

10. Site drainage plan

Enclosed. AS1.0

11. Landscaping plan

Enclosed AS1.0

12. Construction staging plan

Enclosed. AS1.2

13. Interior room buildout

Enclosed.

14. Schedule of development

Enclosed.

ABBREVIATIONS

A	AND	LAB	LABORATORY
∠	ANGLE	LAD	LADDER
@	AT	LAM	LAMINATE/ LAMINATED
I	CHANNEL	LAV	LAVATORY
AB	ANCHOR BOLT	LH	LEFT HAND
ABV	ABOVE	LL	LINE LOAD
ACC	AIR CONDITION/ CONDITIONING	LLH	LONG LEG HORIZONTAL
ACCUS	ACCESS	LV	LONG LEG VERTICAL
ACU	ACCUSTIC, ACQUSTICAL	LMST	LIMESTONE
ACT	ACCUSTICAL, CEILING PANEL	LPT	LOW POINT
AD	ACCUSTICAL, CEILING TILE	LT	LIGHT
ADJ	ADJACENT	LW	LIGHT WEIGHT
ADD	ADDENDUM	LVR	LOUVER
ADDL	ADDITIONAL	LWC	LIGHT WEIGHT CONCRETE
ADJ	ADJACENT, ADJUSTABLE	M	METER
AFF	ABOVE FINISH FLOOR	MAS	MASONRY
AGGR	AGGREGATE	MATL	MATERIAL
AHJ	AUTHORITY HAVING JURISDICTION	MAX	MAXIMUM
ALT	ANCHOR	MB	MACHINE BOLT
ALR	ALTERNATE	MBR	MEMBER
ALUM	ALUMINUM	MC	MEDICINE CABINET
ANOD	ANODIZED	MECH	MECHANICAL
AP	ACCESS PANEL	MED	MEDIUM
APPROX	APPROXIMATE	MEMB	MEMBRANE
ARCH	ARCHITECT/ ARCHITECTURAL	MEZZ	MEZZANINE
ASB	ASBESTOS	MFR	MANUFACTURER
ASPH	ASPHALT	MH	MAN HOLE
AUTO	AUTOMATIC	MIN	MINIMUM
AVE	AVERAGE	MIR	MIRROR
		MISC	MISCELLANEOUS
BD	BOARD	MLWK	MILLWORK
BEV	BEVEL, BEVELED	MM	MILLIMETER
BTUM	BITUMINOUS/ BITUMASTIC	MO	MASONRY OPENING
BLDG	BUILDING	MOD	MODULAR
BLK	BLOCK	MR	MOISTURE RESISTANT
BLKG	BLOCKING	MRS	MARBLE FLOOR
BM	BEAM	MSB	MOP SERVICE BASIN
BOT	BOTTOM	MT	MOUNT
BR	BRICK	MTD	MOUNTED
BRG	BEARING	MTL	METAL
BRG PL	BEARING PLATE	MULL	MULLION
BRKT	BRACKET	N	NORTH
BRZ	BRONZE	NAT	NATURAL
BSMT	BASEMENT	NC	NOT IN CONTRACT
BTWN	BETWEEN	NO	NUMBER
BUR	BUILT UP ROOFING	NOM	NOMINAL
BW	BOTH WAYS	NRC	NOISE REDUCTION COEFFICIENT
		NTS	NOT TO SCALE
C	CURB	OA	OVERALL
CAB	CABINET	OC	ON CENTER
CB	CATCH BASIN	OD	OUTSIDE DIAMETER
CEM	CEMENT	OF	OUTSIDE FACE
CLFG	COUNTER FLASHING	OFF	OFFICE
CHR	CHAMFER	OH	OVER HEAD
CI	CORNER GUARD	OPNG	OPENING
CJ	CAST IRON	OPP	OPPOSITE
CIPC	CAST-IN-PLACE CONCRETE	OPH	OPPOSITE HAND
CR	CIRCLE	PARALEL	PARALLEL
CJ	CONSTRUCTION/CONTROL JOINT	PB	PANIC BAR
CL	CENTERLINE	PC	PARTICLEBOARD
CLG	CEILING	PCC	PRECAST CONCRETE
CLKG	CEILING	PCF	POUNDS PER CUBIC FOOT
CLO	CLOSET	PED	PEDESTAL
CLR	CLEAR, CLEARANCE	PERIM	PERIMETER
CM	CENTIMETER	PERF	PERFORATE/ PERFORATED
CMU	CONCRETE MASONRY UNIT	PERM	PERMANENT
CONTR	CONTRACTOR	PL	PLATE
CNTR	COUNTER	PLAM	PLASTIC LAMINATE
CO	COLUMN	PLAS	PLASTER
COL	COLUMN	PLBG	PLUMBING
COMB	COMBINATION	PJF	POUNDS PER LINEAL FOOT
CONC	CONCRETE	PL GL	PLATE GLASS
COND	CONDITION	PLYWD	PLYWOOD
CONN	CONNECT/ CONNECTION	PNL	PANEL
CONSTR	CONSTRUCTION	PAR	PART
CONT	CONTINUE/ CONTINUOUS	PREFAB	PREFABRICATED
CORR	CORRIDOR	PREFIN	PREFINISHED
CPRS	COMPRESSIBLE	PREFMO	PREFORMED
CPT	CARPET/ CARPETED	PRKG	PARKING
CRS	COLD ROLLED STEEL	PSF	POUNDS PER SQUARE FOOT
CSK	COUNTERSINK/COUNTERSUNK	PSI	POUNDS PER SQUARE INCH
CSMT	CASEMENT	PT	PAINT
CT	CERAMIC TILE	PT CONC	POST-TENSIONED CONCRETE
C TO C	CENTER TO CENTER	PTD	PAPER-TOWEL DISPENSER
CTR	CENTER	PTN	PARTITION
CU	CUBIC	PTF	PAPER TOWEL RECEPTACLE
CU FT	CUBIC FEET	PVC	POLYVINYL CHLORIDE
CUH	CABINET UNIT HEATER	QT	QUARRY TILE
CUV	CABINET UNIT VENTILATOR		
CU YD	CUBIC YARD		
D	DEEP		
DBL	DOUBLE		
DEMO	DEMOLISH/ DEMOLITION		
DEP	DEPRESS/ DEPRESSED		
DEPT	DEPARTMENT		
DET	DETAIL		
DH	DOUBLE HUNG		
DIAM	DIAETER		
DIA	DIAAGONAL		
DISP	DIMENSION		
DISP	DIMENSION		
DIV	DIVISION/ DIVIDE		
D	DEAD		
DMPF	DAMP-PROOFING		
DMPR	DAMPER		
DN	DOWN		
DR	DOOR		
DS	DOWNSPOUT		
DWG	DRAWING/ DRAWINGS		
DWR	DRAWER		
E	EAST		
EA	EACH		
EL	ELEVATION		
ELEC	ELECTRIC/ ELECTRICAL		
ELDV	ELEVATOR		
EMBED	EMBEDMENT		
EMER	EMERGENCY		
ENCL	ENCLOSURE		
EPB	ELECTRIC PANEL BOARD		
EPDM	ETHYLENE PROPYLENE DIENE MONOMER		
EQ	EQUIPMENT		
ESTG	ESTIMATE		
EW	EACH WAY		
EWC	ELECTRIC WATER COOLER		
EWVH	ELECTRIC WATER HEATER		
EXIST	EXISTING		
EXP	EXPAND/ EXPANSION/ EXPOSED		
EXH	EXHAUST		
EXT	EXTERIOR		
FA	FRESH AIR		
FB	FLAT BAR		
F BRK	FIRE BRICK		
FD	FLOOR DRAIN		
FDN	FOUNDATION		
FE	FIRE EXTINGUISHER		
FEC	FIRE EXTINGUISHER CABINET		
FF	FINISH FLOOR		
FF EL	FINISH FLOOR ELEVATION		
FGL	FIBERGLASS		
FH	FLAT HEAD		
FHC	FIRE HOSE CABINET		
FIN	FINISH FINISHED		
FIN FLR	FINISHED FLOOR		
FLASH	FLASHING		
FLEX	FLEXIBLE		
FLR	FLOOR FLOORING		
FLUOR	FLUORESCENT		
FP	FIREPROOF/ FIRE PROTECTION		
FR	FRAME FRAMING		
FRP	FIBERGLASS REINFORCED PLASTIC		
FT	FEET/ FOOT		
FTG	FOOTING		
FURNG	FURNISH		
FURN	FURNACE/ FURNISH		
FBO	FURNISH BY OTHERS		
G	GROUND		
GA	GAUGE		
GALV	GALVANIZED		
GB	GRAB BAR		
GC	GENERAL CONTRACTOR		
GKT	GASKET/ GASKETED		
GL	GLASS		
GL BLK	GLASS BLOCK		
GLZ CMU	GLAZED CONCRETE MASONRY UNIT		
GR	GRADE/ GRADING		
GR FL	GROUND FLOOR		
GT	GROUT		
GWVH	GAS FIRED WATER HEATER		
GWT	GLAZED WALL TILES		
GYP	GYPSPUM		
GYP BD	GYPSPUM BOARD		
H	HIGH		
HB	HOSE BIBB		
HC	HOLLOW CORE		
HDR	HARDENER		
HDR	HEADER		
HOWD	HARDWOOD		
HWD	HARDWARE		
HP	HIGH POINT		
HT	HEIGHT		
HM	HOLLOW METAL		
HMD	HOLLOW METAL DOOR		
HORIZ	HORIZONTAL		
HTG	HEATING		
HVAC	HEATING/ VENTILATING/ AIR CONDITIONING		
ID	INSIDE DIAMETER		
IF	INSIDE FACE		
IN	INCH		
INCRN	INCINERATOR		
INCL	INCLUDE/ INCLUDING		
INSUL	INSULATION/ INSULATING		
INT	INTERIOR		
INV	INVERT		
JAN CLO	JANITOR		
JS	JANITOR'S SINK		
J-BOX	JUNCTION BOX		
KD	KNOCK DOWN		
KOP	KNOCK OUT PANEL		
UNFIN	UNFINISHED		
UNO	UNLESS NOTED OTHERWISE		
URNAL	URNAL		
VCT	VINYL COMPOSITION TILE		
VERT	VERTICAL		
VEST	VESTIBULE		
VNR	VEENER		
VR	VAPOR RETARDER		
VVC	VINYL WALL COVERING		
VQF	VINYL WALL FABRIC		
W	WIDE/ WIDTH/ WEST		
W	WITH		
WB	WOOD BASE		
WC	WATER CLOSET		
W	WOOD		
WDW	WINDOW		
WGL	WIRED GLASS		
WH	WALL HUNG		
WI	WROUGHT IRON		
WM	WIRE MESH/ WATER METER		
WID	WITHOUT		
WP	WATERPROOFING/ WEATHERPROOF		
WR	WATER REPELLENT		
WSCT	WAINSCOT		
W	WIGHT		
WW	WALL TO WALL		
WWF	WELDED WIRE FABRIC		
WWM	WELDED WIRE MESH		
YD	YARD, YARD DRAIN		

MATERIAL DESIGNATION

	EXISTING		CONCRETE, PLASTER, EXTERIOR INSULATION FINISH SYSTEM
	STONE OR GRAVEL FILL		GLAZING
	TOPSOIL		GYPSPUM BOARD, PLASTER, GROUT, SAND
	CLAY BACKFILL		GLASS-MAT
	CONCRETE		PLYWOOD
	BRICK		WOOD
	CONCRETE MASONRY UNIT		ROUGH LUMBER
	CUT STONE		BATT OR LOOSE INSULATION
	METAL (LARGE SCALE)		RIGID INSULATION
	METAL (SMALL SCALE)		ACOUSTICAL TILE

SYMBOLS & CALLOUTS

	SECTION OR DETAIL CALLOUT		CENTER LINE
	ELEVATION CALLOUT		FLOOR LINE
	WALL TYPE		DATUM LINE
	TOILET ACCESSORY		MATCH LINE
	COLUMN LINE		REVISION
	DOOR TAG		NEW CONTOUR
	ROOM NAME TAG		ABANDONED OR EXISTING CONTOUR TO REMAIN
	DETAIL CALLOUT		

LOCATION MAP

PROJECT SITE, 735 LATHROP AVENUE, RIVER FOREST

CONSULTANTS

OWNER'S CONSULTANTS

ARCHITECTS
WILLIAMS ARCHITECTS
500 PARK BLVD, SUITE 800
ITASCA, IL 60143

(630) 221-1212
FAX: (630) 221-1220

ARCHITECTS' CONSULTANTS

STRUCTURAL ENGINEER
IMEG CORPORATION

MECHANICAL / PLUMBING / ELECTRICAL ENGINEER

IMEG CORPORATION

SHEET INDEX

G1.0	TITLE SHEET
AS1.0	PROPOSED SITE PLAN
AS2.0	PROPOSED CONSTRUCTION STAGING PLAN
AS2.1	ENCLOSURE PLAN AND ELEVATIONS
AS2.2	PROPOSED MATERIALS

REVISIONS

NO.	DATE	DESCRIPTION
1	27 AUG 2021	ZONING SUBMISSION
2	1 OCT 2021	ZONING SUPPLEMENT

WILLIAMS ARCHITECTS

ARCHITECTURE | PLANNING | AQUATICS | INTERIORS
500 Park Boulevard, Suite 800, Itasca, IL 60143
Phone 630-221-1212 / Fax 630-221-1220

River Forest Public Library
Air Handler Relocation
735 Lathrop Avenue
River Forest, IL 60305

WA No. 2021-019

Date 1 OCT 2021

Drawn NLC / AHB

Checked NLC

CERTIFICATION

I HEREBY CERTIFY THAT THESE PLANS WERE PREPARED BY ME OR UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE COMPLY WITH ALL APPLICABLE CODES, INCLUDING PUBLIC LAW 101-336 'AMERICANS WITH DISABILITIES ACT OF 2010' AND MEET ALL OF THE REQUIREMENTS SET FORTH IN THE FEDERAL REGISTER PART III DEPARTMENT OF JUSTICE, ADA ACCESSIBILITY GUIDELINES FOR BUILDINGS AND FACILITIES AND THE ILLINOIS ACCESSIBILITY CODE.

CURRENT DATE: 05 OCTOBER 2021

EXP DATE 11-30-22 EXP DATE 04-30-23

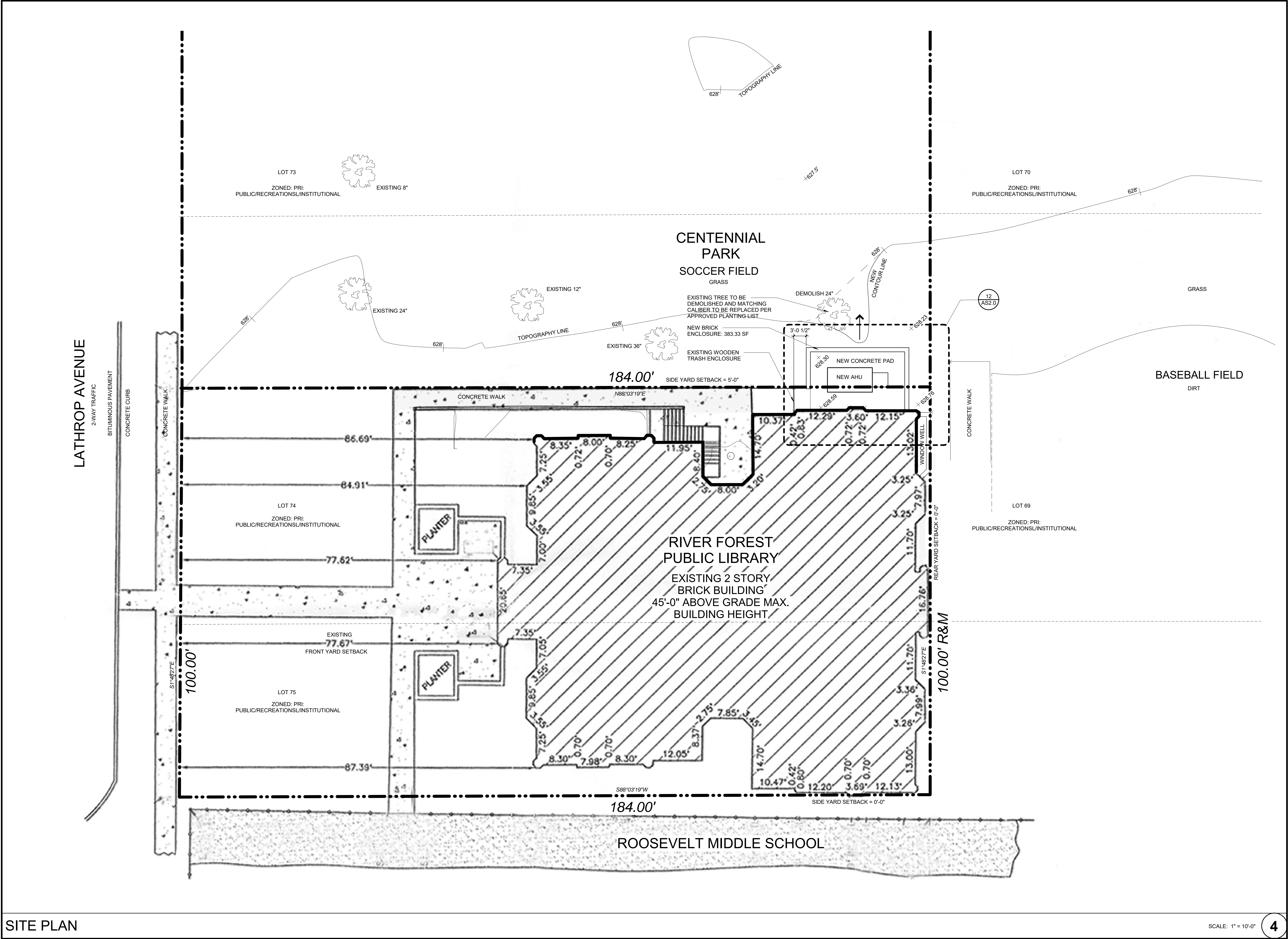
SEAL APPLIES TO DRAWINGS: G, AS, SHEETS

SIGNATURE

G1.0

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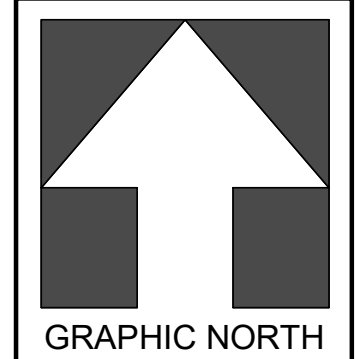
SITE PLAN

SCALE: 1" = 10'-0"

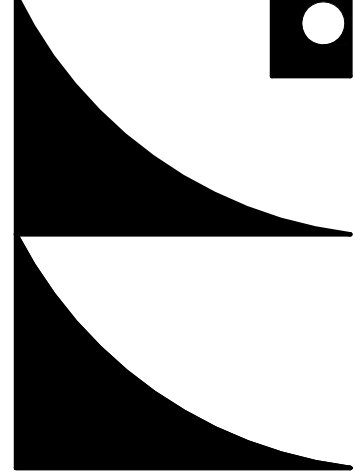
River Forest Public Library
Air Handler Relocation
735 Lathrop Avenue
River Forest, IL 60305

WA No.	2021-019
Date	27 AUG 2021
Drawn	NLC / AHB
Checked	NLC

NO.	DATE	DESCRIPTION
1	27 AUG 2021	ZONING SUBMISSION



WILLIAMS
ARCHITECTS
ARCHITECTURE | PLANNING | AQUATICS | INTERIORS
500 Park Boulevard, Suite 800, Itasca, IL 60143
Phone 630-221-1212 / Fax 630-221-1220



PROPOSED SITE
PLAN

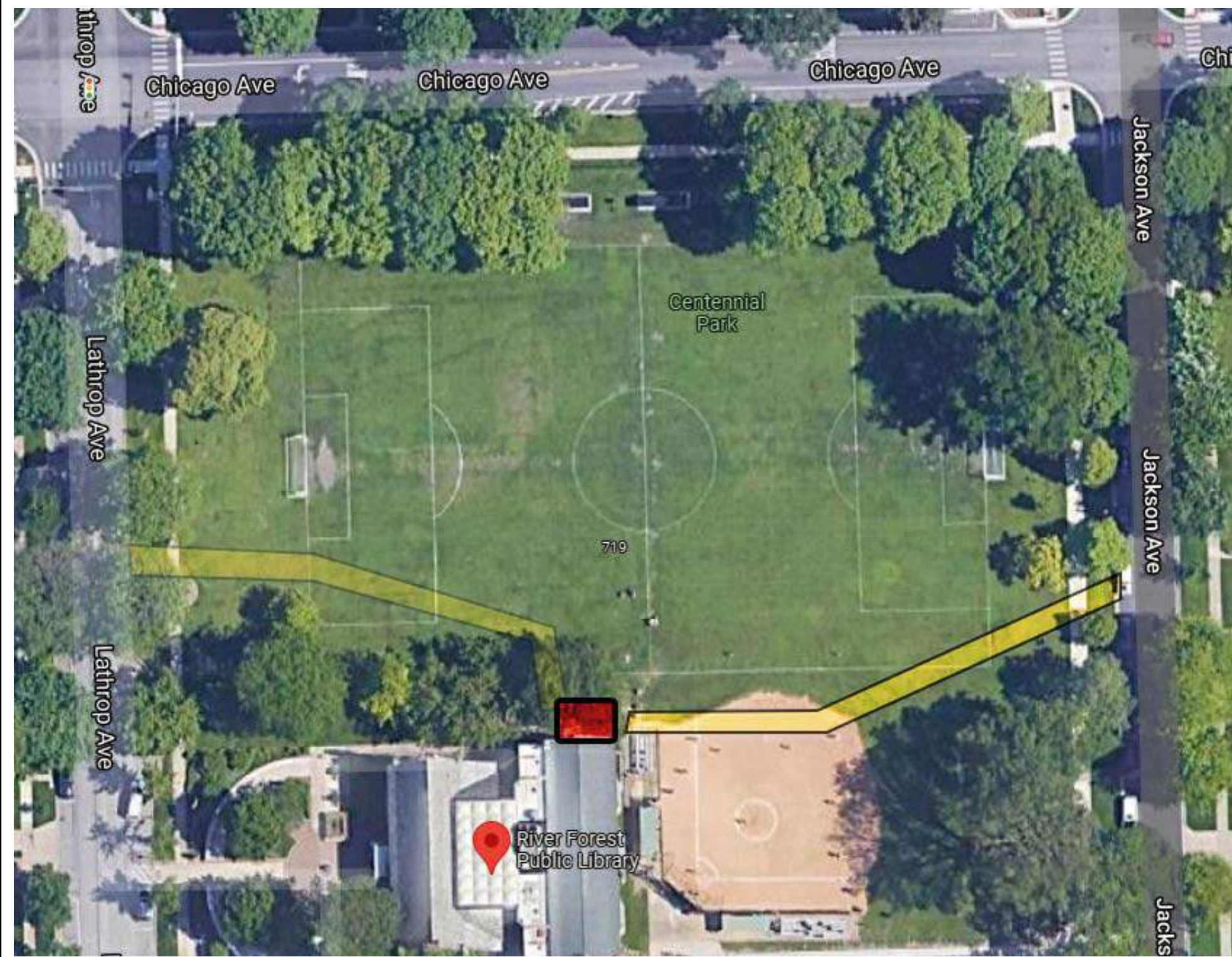
AS1.0



COURTESY OF GOOGLE MAPS



COURTESY OF GOOGLE MAPS



COURTESY OF GOOGLE MAPS

RED = AREA OF WORK
YELLOW = PROPOSED
ACCESS ROUTE
PALE YELLOW = ALTERNATE
ACCESS ROUTE
CREW PARKING ALONG
JACKSON AVENUE ACCESS

VIEW FROM LATHORP AVE

NOT TO SCALE

14

VIEW FROM JACKSON AVE

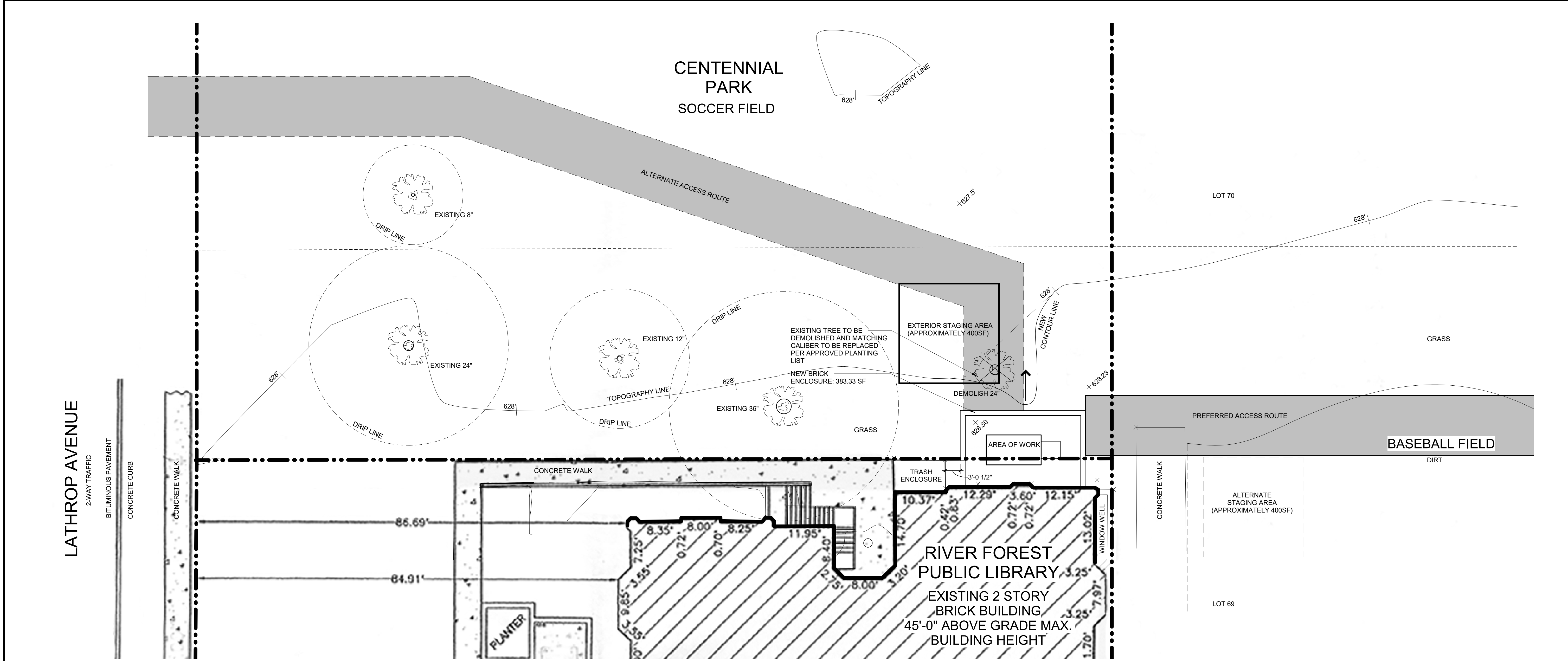
NOT TO SCALE

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AERIAL VIEW OF CENTENNIAL PARK - STAGING SKETCH

NOT TO SCALE

3



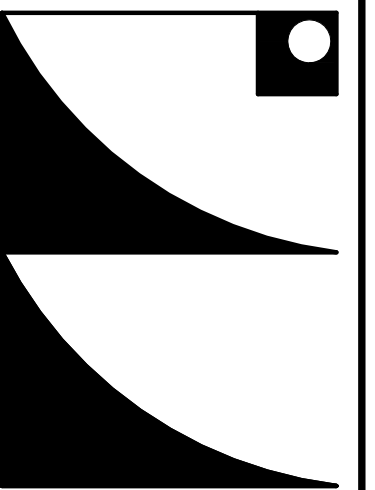
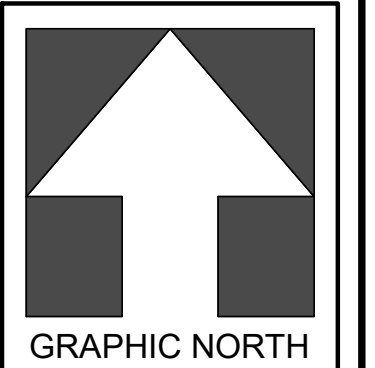
PROPOSED CONSTRUCTION STAGING PLAN

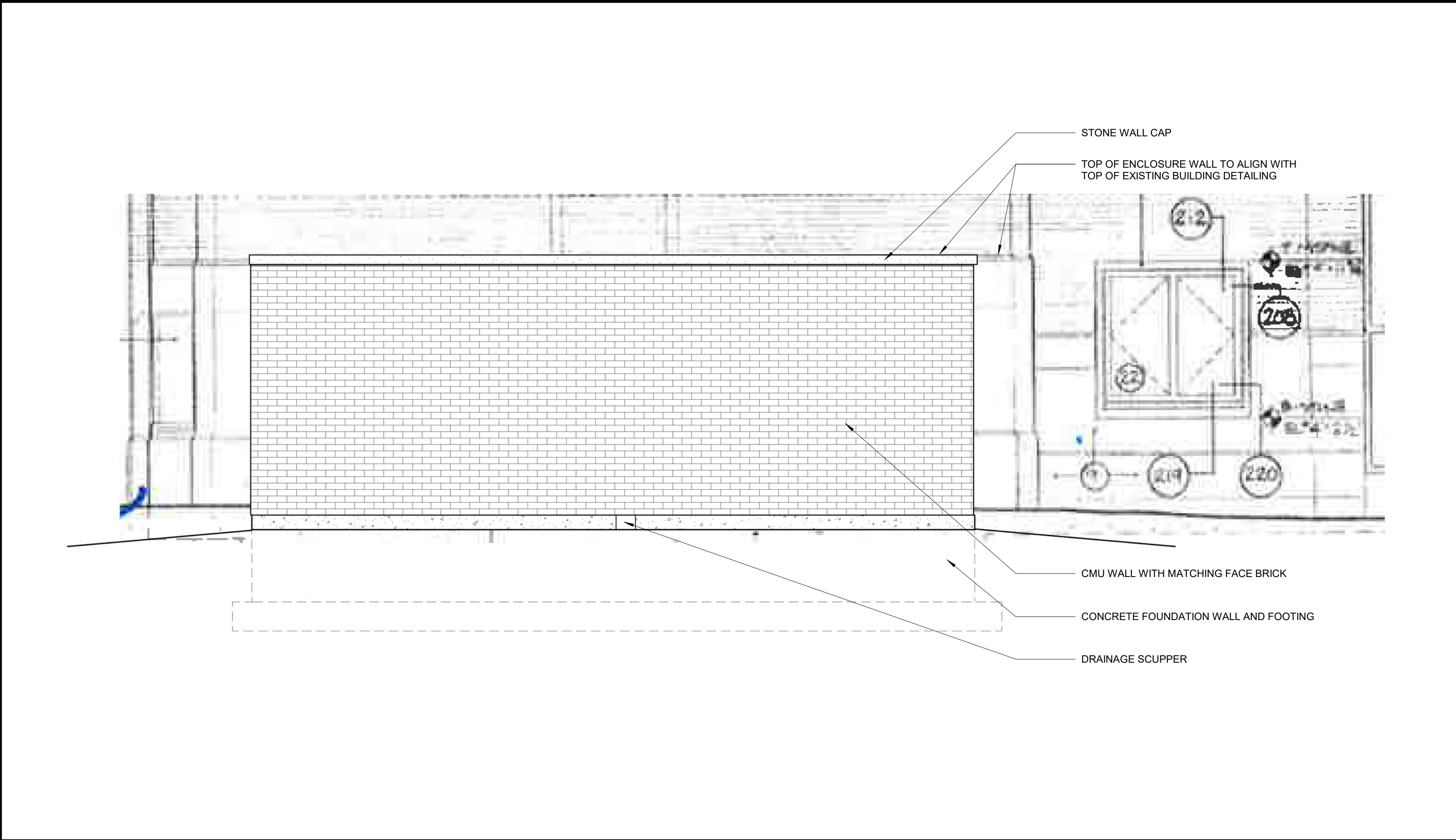
SCALE: 1" = 10'-0"

1

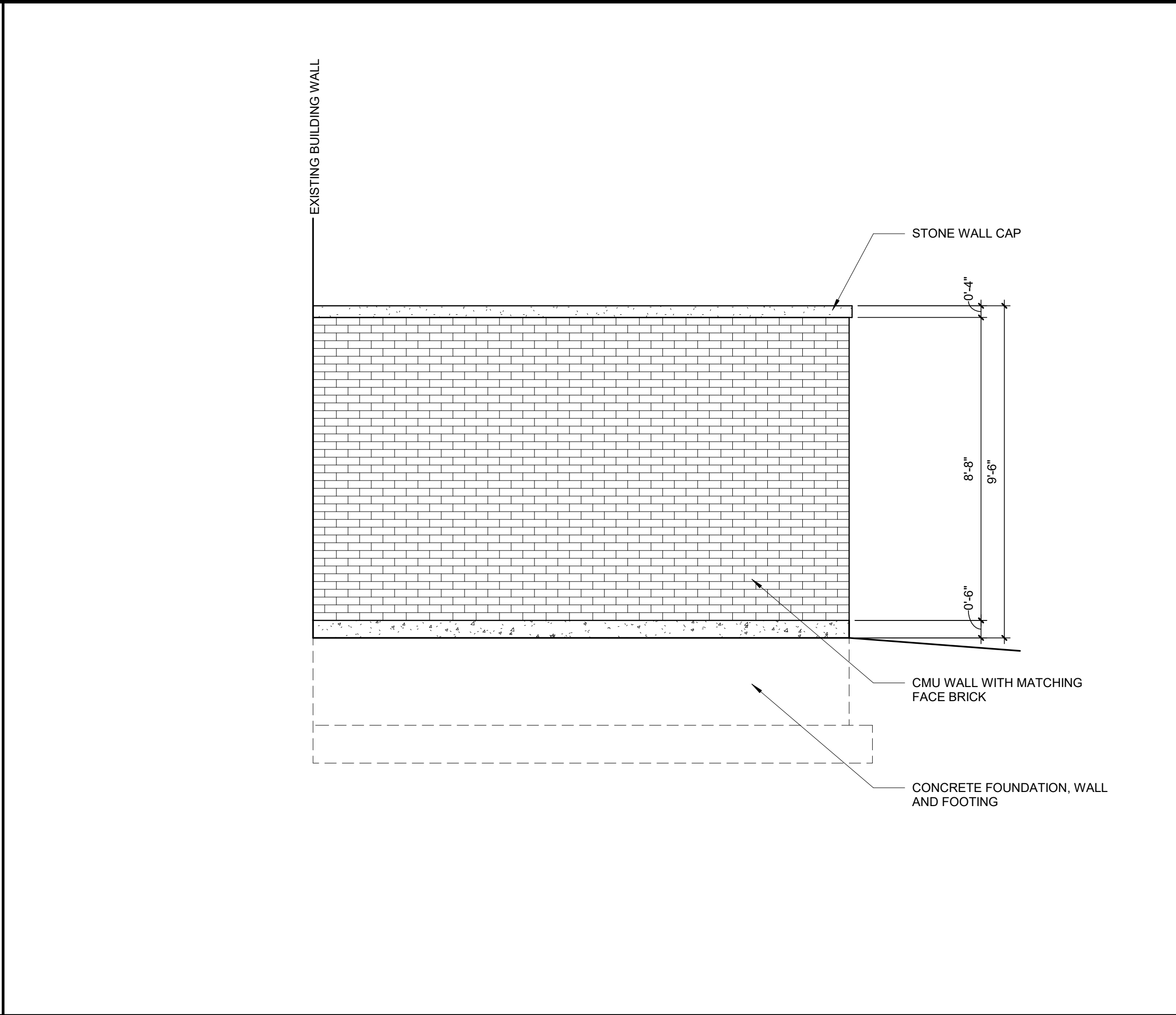
NO.	DATE	REVISIONS	DESCRIPTION
1	27 AUG 2021	ZONING SUBMISSION	
2	1 OCT 2021	ZONING SUPPLEMENT	

WA No.	2021-019
Date	1 OCT 2021
Drawn	NLC
Checked	ARD

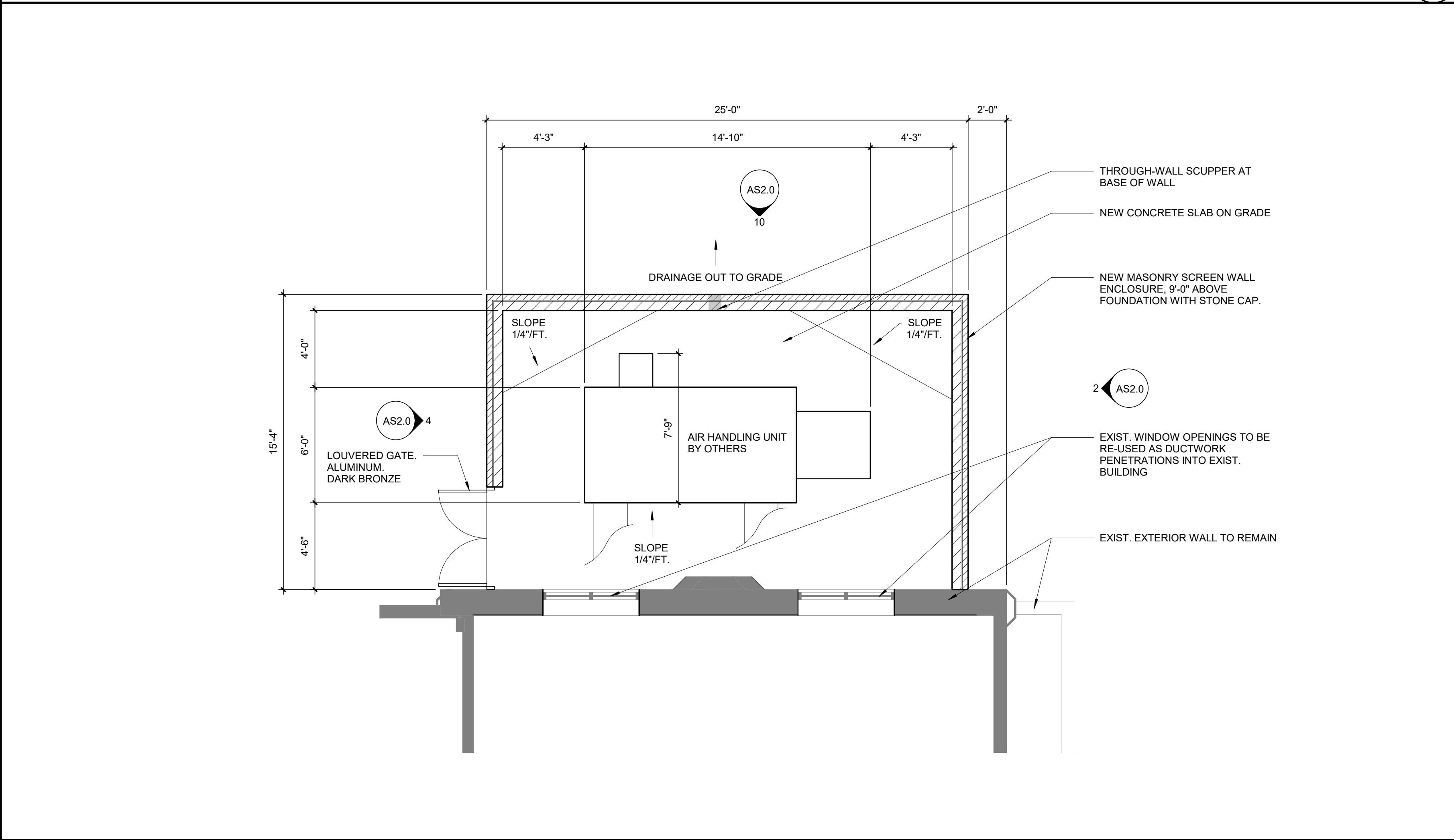




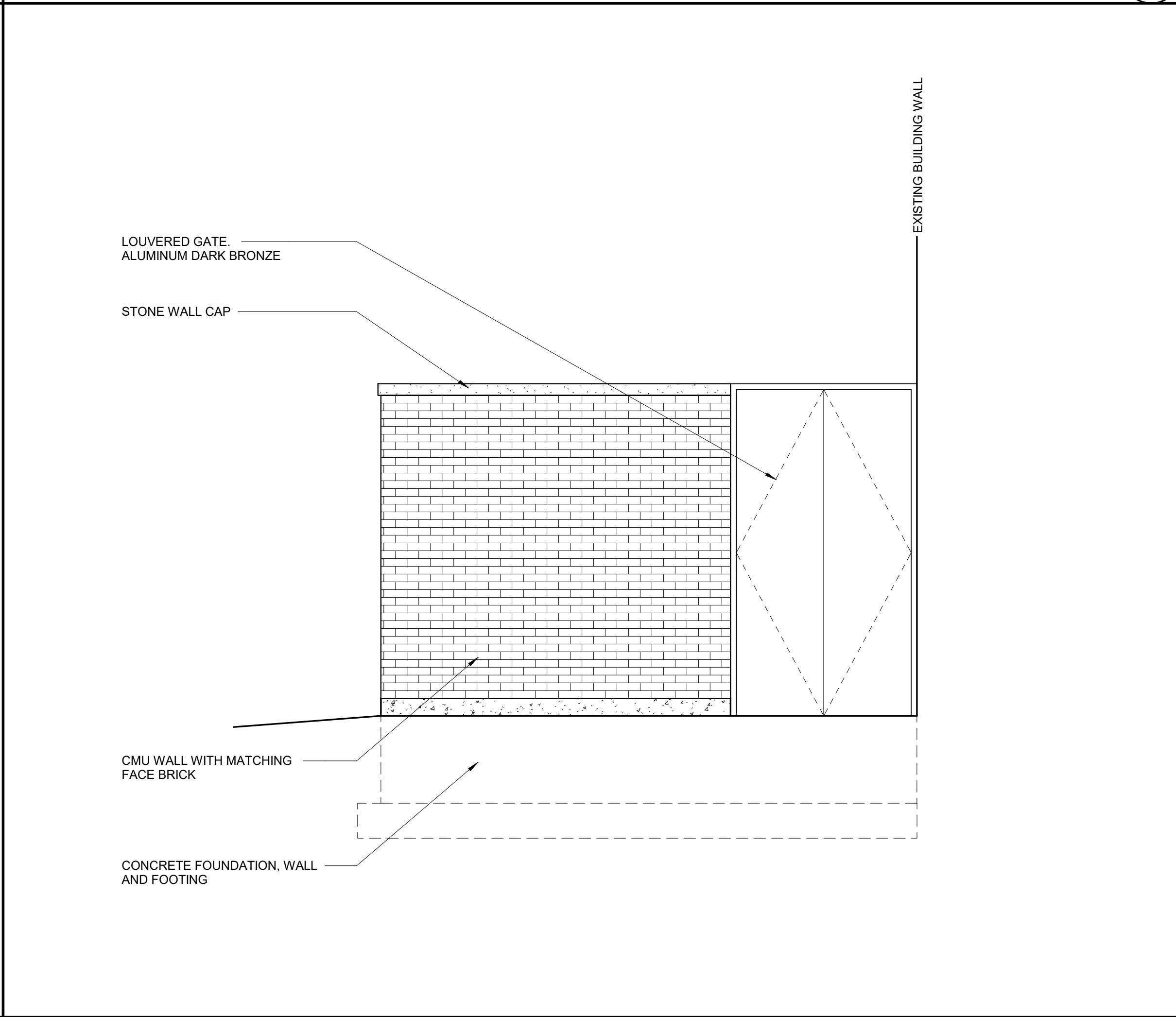
NORTH ELEVATION - AHU ENCLOSURE



EAST ELEVATION - AHU ENCLOSURE



ENLARGED PLAN/ AHU ENCLOSURE



WEST ELEVATION - AHU ENCLOSURE

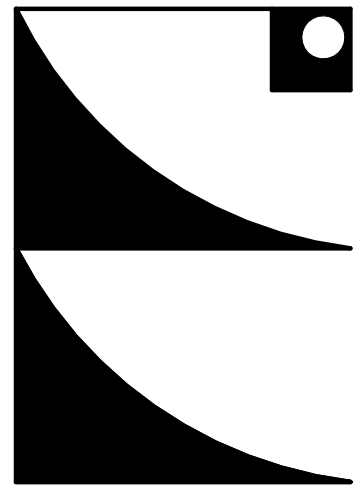
NO.	DATE	REVISIONS	DESCRIPTION
1	27 AUG 2021		ZONING SUBMISSION
WA No.	2021-019		
Date	27 AUG 2021		
Drawn	NLC / AHB		
Checked	NLC		





PROPOSED MATERIALS

- PROPOSED MATERIALS:
- BLEND OF FACE BRICKS SHOWN
 - MATCHING LIMESTONE OR CAST STONE WALL CAP (COST DEPENDENT)
 - MATCHING MORTAR



PROPOSED MATERIALS

AS2.1

NO.

1

DATE

27 AUG 2021

REVISIONS

DESCRIPTION

ZONING SUBMISSION

WA No. 2021-019

Date 27 AUG 2021

Drawn NLC

Checked NLC

WILLIAMS

ARCHITECTS

ARCHITECTURE | PLANNING | AQUATICS | INTERIORS

500 Park Boulevard, Suite 800, Itasca, IL 60143

Phone 630-221-1212 / Fax 630-221-1220

River Forest Public Library

Air Handler Relocation

735 Lathrop Avenue

River Forest, IL 60305

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8/27/2021 6:13:26 PM

SURVEYOR'S NOTES

1. DIMENSIONS SHOWN THUS: 50.25' ARE FEET AND DECIMAL PARTS THEREOF. ANGULAR DATA SHOWN THUS: 90°00'00" INDICATES DEGREES, MINUTES AND SECONDS.

2. NORTH ARROW AND BEARINGS BASED ON THE ILLINOIS STATE PLANE COORDINATE SYSTEM (2011 ADJUSTMENT).

3. IMPROVEMENT LOCATIONS ARE BASED ON A FIELD SURVEY BY PRAIRIE LAND SURVEY COMPANY, ON 08/09/2021.

4. COMPARE YOUR POINTS BEFORE USING SAME AND REPORT ANY DIFFERENCES.

5. CHECK LEGAL DESCRIPTION WITH DEED OR TITLE POLICY AND REPORT ANY DISCREPANCY. BUILDING LINES AND EASEMENTS, IF ANY, SHOWN HEREON ARE AS SHOWN ON THE RECORDED SUBDIVISION OR AS INDICATED.

6. R&M = RECORD AND MEASURED INFORMATION, (0.00') = RECORD INFORMATION, 0.00' = MEASURED INFORMATION

7. PRAIRIE LAND SURVEY COMPANY JOB NUMBER 21217

8. BENCHMARK REFERENCE INFORMATION NGS MARK DQ5309 THE STATION IS IN THE GRASS PARKWAY OF MAPLE AVENUE AT THE NORTHWEST QUADRANT OF MAPLE AND MONROE STREET, 35 FT (10.7 M) NORTH OF THE CENTERLINE OF MONROE STREET, 22 FT (6.7 M) WEST OF THE CENTERLINE OF MAPLE AVENUE, 2 FT (0.6 M) WEST OF THE BACK OF CURB AND 14 FT (4.3 M) SOUTH OF A STREET SIGN. THE MARK IS THE TOP OF A STAINLESS STEEL ROD DRIVEN TO REFUSAL. ELEVATION=619.20(NAVD88)

PLAT OF SURVEY

OF

THE SOUTH 57.50 FEET OF LOT 74 AND THE NORTH 42.50 FEET OF LOT 75 IN RIVER FOREST LAND ASSOCIATION'S ADDITION TO RIVER FOREST, IN THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN RIVER FOREST, COOK COUNTY, ILLINOIS.

LEGEND

- Catch Basin
- Electric Hand Hole
- Fire Hydrant
- Inlet
- Landscape Light
- Light Standard
- Manhole
- Power Pole
- Sign
- Water Valve
- Tree and Size
- Bush
- Traffic Signal
- Gas Meter
- Water Fountain
- Electric Manhole
- Transformer Box
- Traffic Signal Vault
- Flag Pole
- Hand Hole
- Heating, Ventilation, and Air Conditioning
- Multi-Trunk Tree
- Water Hand Hole
- Electric Meter
- Clean Out
- Gas Meter
- Electric Pedestal
- Telephone Pedestal
- Cable Pedestal
- Electric Cabinet
- Generator
- Gas Stand Pipe
- Bollard

PRAIRIE LAND SURVEY COMPANY

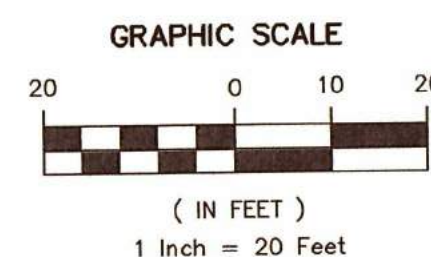
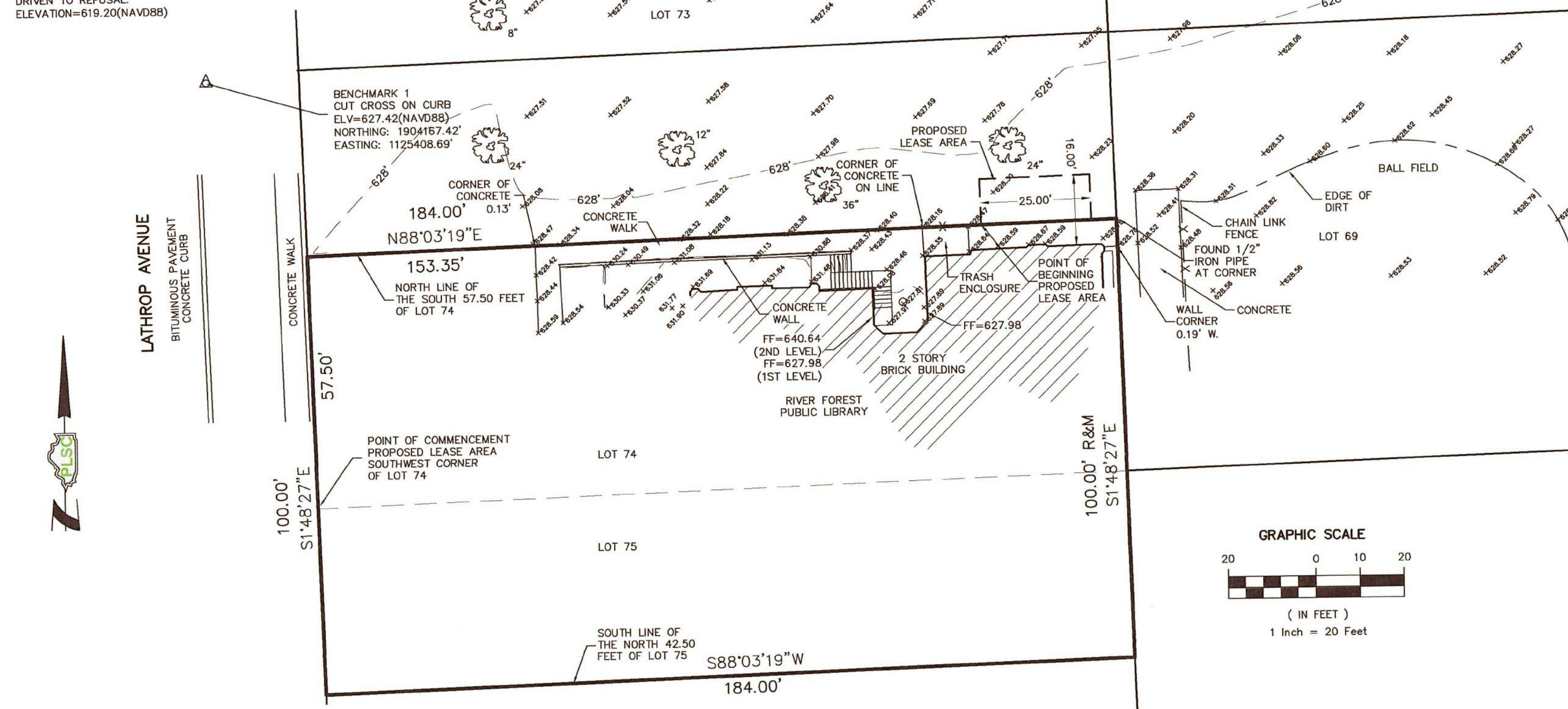
24043 Oak Street, Plainfield, Illinois
PrairieLandSurvey.com
(815) 341-0659



FIELD WORK:	08/09/2021
DRAWN BY:	KB
CHECKED BY:	MS
PROJECT NO.:	21217
FIELD BOOK:	16
FILE LOCATION:	105D
DRAWING FILE:	21217

PLAT OF SURVEY

Ordered by: River Forest Public Library
735 Lathrop Avenue
River Forest, IL 60305



PROPOSED LEASE AREA LEGAL DESCRIPTION

THAT PART OF LOT 74 IN RIVER FOREST LAND ASSOCIATION'S ADDITION TO RIVER FOREST, IN THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN RIVER FOREST, COOK COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 74; THENCE NORTH 01 DEGREES 48 MINUTES 27 SECONDS WEST, ALONG THE WEST LINE OF SAID LOT 74 57.50 FEET, TO THE NORTH LINE OF THE SOUTH 57.50 FEET OF SAID LOT 74; THENCE NORTH 88 DEGREES 03 MINUTES 19 SECONDS EAST, ALONG SAID NORTH LINE OF THE SOUTH 57.50 FEET OF SAID LOT 74, 153.35 FEET, TO THE POINT OF BEGINNING; THENCE NORTH 01 DEGREES 54 MINUTES 49 SECONDS WEST, 10.41 FEET; THENCE NORTH 88 DEGREES 05 MINUTES 11 SECONDS EAST, 25.00 FEET; THENCE SOUTH 01 DEGREES 54 MINUTES 49 SECONDS EAST, 10.39 FEET TO SAID NORTH LINE OF THE SOUTH 57.50 FEET OF SAID LOT 74; THENCE SOUTH 88 DEGREES 03 MINUTES 19 SECONDS EAST, ALONG SAID NORTH LINE OF THE SOUTH 57.50 FEET OF SAID LOT 74, 25.00 FEET, TO THE POINT OF BEGINNING, ALL IN COOK COUNTY, ILLINOIS.

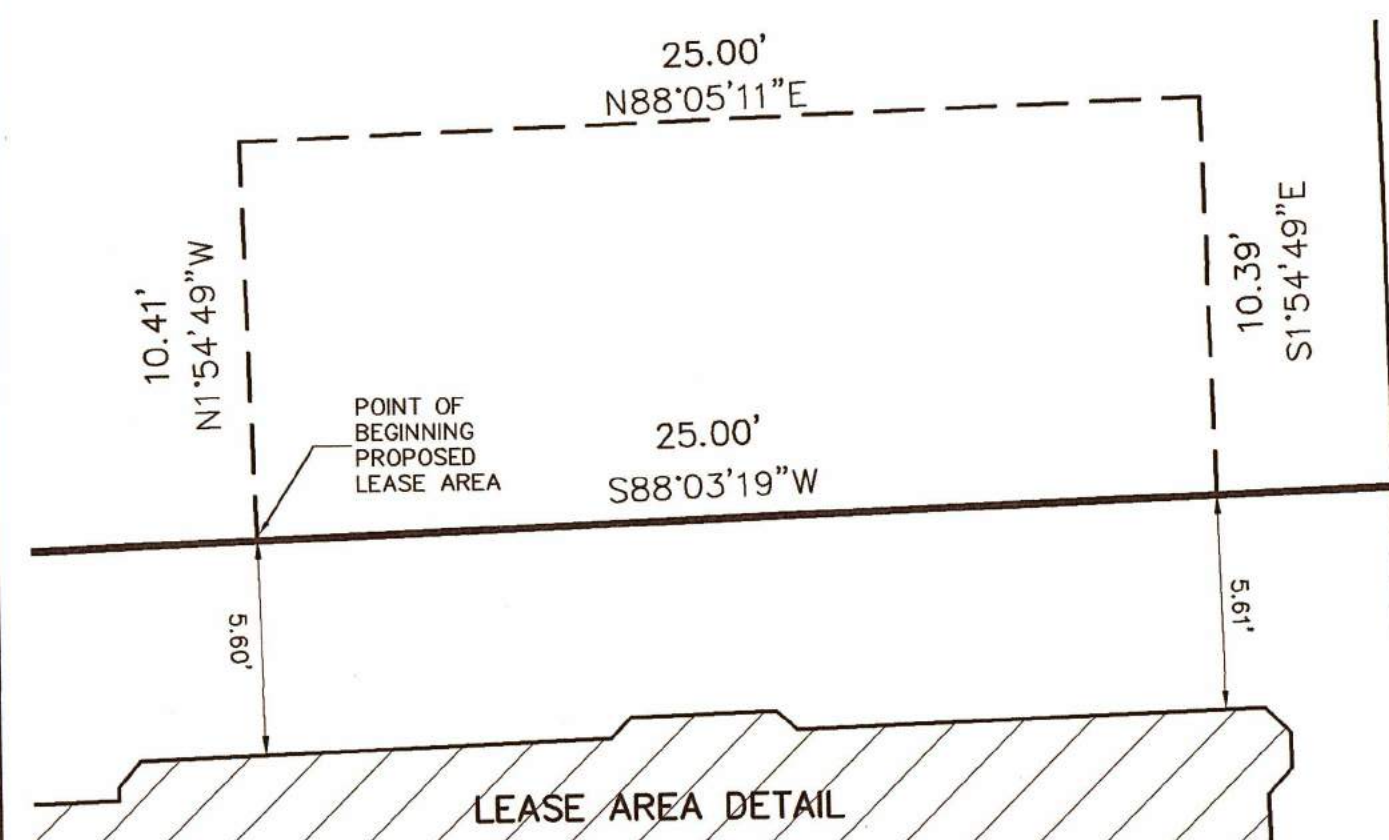
THE PARCEL OF LAND DESCRIBE HEREIN CONTAINS 260.04 SQUARE FEET MORE OR LESS.

STATE OF ILLINOIS)
COUNTY OF WILL)SS

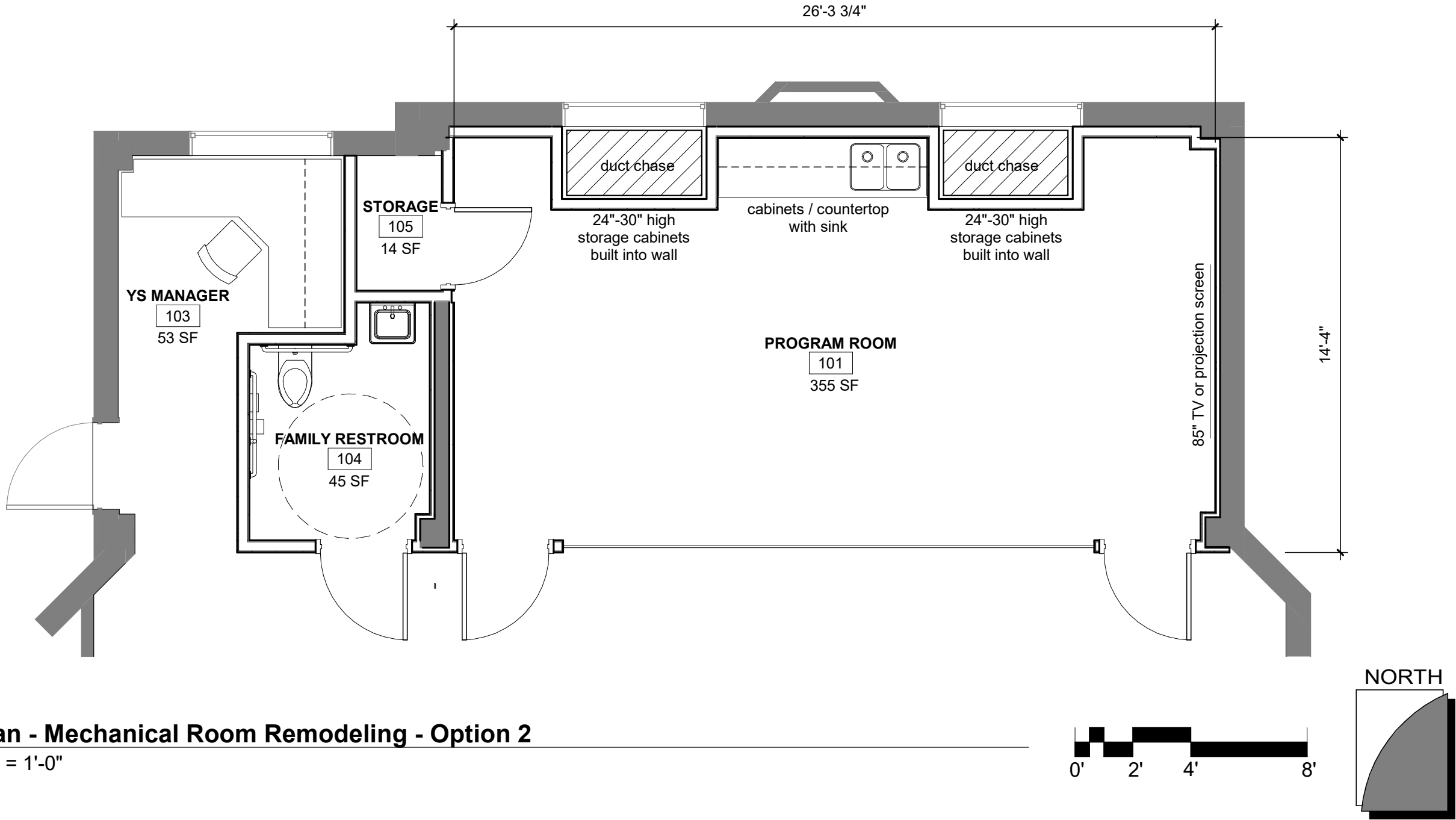
I, HEREBY CERTIFY THAT THE PLAT DRAWN HEREON AND THE SURVEY THAT IT REPRESENTS, WERE PREPARED AND PERFORMED BY US, AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR BOUNDARY SURVEYS.

DATED AT PLAINFIELD, ILLINOIS THE 23rd DAY OF AUGUST, 2021.

PRAIRIE LAND SURVEY COMPANY
KEITH E. BOLLINGER, IPLS NO. 35-3592
LICENSE EXPIRES 11-30-2022
PROFESSIONAL DESIGN FIRM
NO. 184.008521-0008



PHASE 2 PLAN: COMPLETE
WE ARE CURRENTLY WORKING ON PHASE 1 WHICH IS MOVING THE AHU AND PREPPING THE SPACE FOR THE BUILD OUT. PHASE 1 DOES NOT INVOLVE THE STOREFRONT OR ENTRANCES, THE TOILET ROOM BUILT OUT, OR ANY REARRANGEMENT OF THE SPACE OUTSIDE OF THE CURRENT MECHANICAL ROOM.





SURFACE MOUNTED GATE LOCK

Item No. LAKQU2

High quality gate lock with aluminum housing and stainless steel mechanism. We recommend this lock as the standard for your industrial gates. The latch and dead bolt have 3/4" continuous adjustment to allow perfect latching / locking of the mechanism. A stainless steel throw of 7/8" guarantees secure locking. Handle depends on color: silver locks ship standard with the modern aluminum anodized handle pair and all other colors ship with the black ornamental handle pair. The latch gap required is keep dependent, but the standard and security keeps require a 1-1/4" latch gap. For a fast and highly precise installation, we recommend using the Drill-Fix drilling jig.



- ISO 9227 KTL / E-coated lock box withstands 1000 hours of salt spray test
- Easy left or right changing of the self-latching daybolt
- Throw of the dead bolt, 7/8" in 1 turn of the key
- Key-operated self-latching bolt, allows Free Exit application
- 4-hole mounting with two hex head socket screws
- Center distance bolts: 2-3/8"
- Continuous adjustment of the daybolt up to 3/8" without removing the lock box
- Stainless steel mechanism

AVAILABLE IN FOLLOWING RAL-COLORS



ZILV



RAL 6005



RAL 6009



RAL 7016

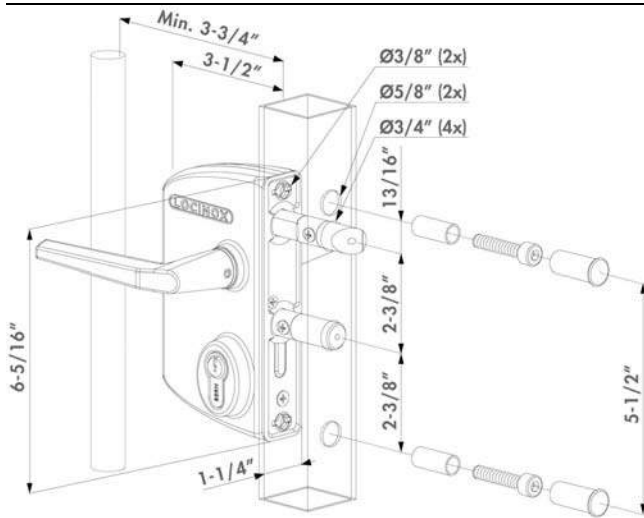


RAL 9005



RAL 9010

FEATURES





SURFACE MOUNTED DROPBOLT WITH ALUMINIUM BOLT

Item No. VSA-



Standard dropbolts with the innovative Quick-Fix fixation. The dropbolt is auto-locked between the gate wings after closing the gate.

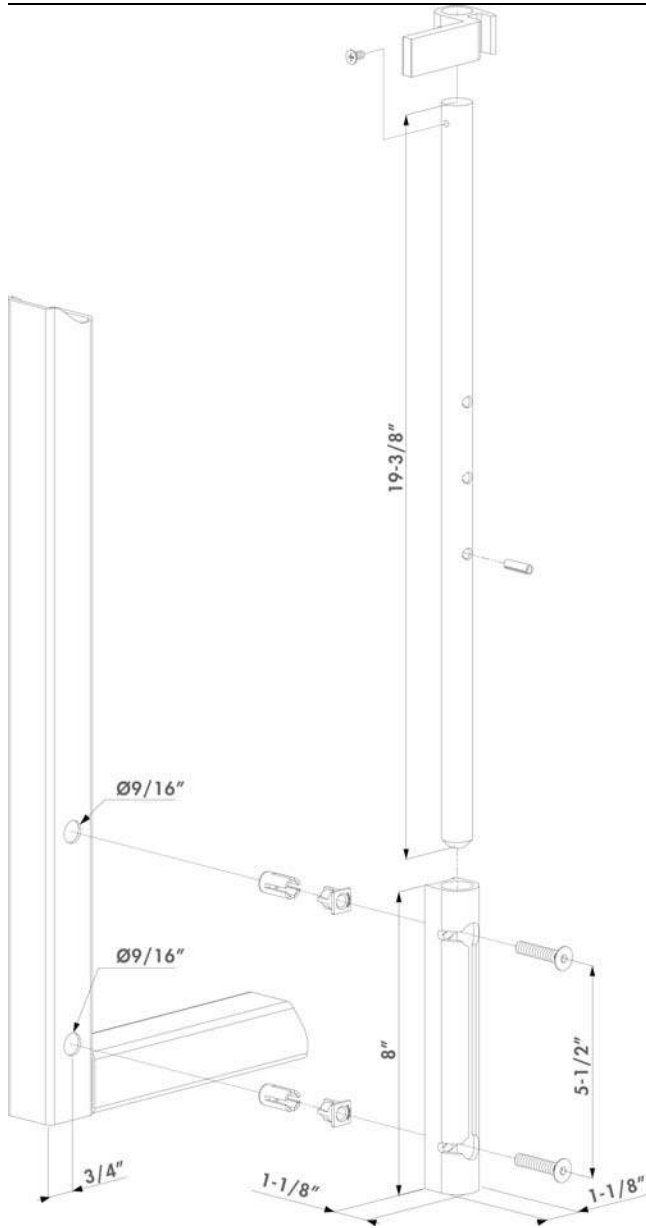
- Aluminium pin
- Aluminium head block and housing
- For gate profiles 1-1/2" or more
- Height adjustability of the drop bolt: 4"
- Throw: 5-1/2"
- Self-locking between the leaves
- Fast and easy fixation with Quick-Fix bolts
- Easy to retrofit

AVAILABLE IN FOLLOWING RAL-COLORS



FEATURES





CODE MATRIX
LIST OF APPLICABLE CODES:

- INTERNATIONAL BUILDING CODE 2003 WITH LOCAL AMENDMENTS
- INTERNATIONAL FIRE CODE 2003 WITH LOCAL AMENDMENTS
- NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 101 – 2003 EDITION
- INTERNATIONAL MECHANICAL CODE 2003 EDITION WITH LOCAL AMENDMENTS
- INTERNATIONAL FUEL GAS CODE 2003 WITH LOCAL AMENDMENTS
- NATIONAL ELECTRIC CODE 2005 WITH LOCAL AMENDMENTS
- ILLINOIS PLUMBING CODE 2014 WITH LOCAL AMENDMENTS
- INTERNATIONAL ENERGY CONSERVATION CODE 2018 EDITION WITH LOCAL AMENDMENTS
- ILLINOIS ACCESSIBILITY CODE (71 IAC 400)

ITEM	ISSUE	CHAPTER/ ARTICLE	ORDINANCE REQUIREMENT	ACTUAL	LOC. PG #	AGENCY TEST NO.	REMARKS
PART 1 – ZONING							
1.01	ZONING DISTRICT	10-6-1 10-6-2 MAP	PRI	PRI		-	-EXISTING TO REMAIN
1.02	LOT AREA:	10-16-5	25,000 SF MIN	18,400 SF	AS1.0	-	-EXISTING TO REMAIN -DOES NOT CONFORM, GRANDFATHERED
1.03	MINIMUM LOT WIDTH:	10-16-5	125 FT	100 FT	AS1.0	-	-EXISTING TO REMAIN -DOES NOT CONFORM, GRANDFATHERED
1.04	MINIMUM LOT DEPTH:	10-16-5	125 FT	184 FT	AS1.0	-	-EXISTING TO REMAIN
1.05	MAXIMUM LOT COVERAGE	10-16-6	50% = 9,200 SF	8,120 SF BUILDING 385 SF NEW AHU ENCLOSURE,	AS1.0	-	-EXISTING TO REMAIN BUILDING, ADDED AHU ENCLOSURE
1.06	MAX BUILDING AREA (FAR)	10-16-6	1.0 = 18,400 SF	.87 = 16,154 SF	AS1.0	-	-
1.07	MINIMUM SETBACKS / YARDS						
	FRONT	10-16-8A	50 FT	77'-11"	AS1.0	-	-EXISTING TO REMAIN
	CORNER	10-16-8A	50 FT	N/A	AS1.0	-	-
	REAR	10-16-8B	25 FT	0 FT	AS1.0	-	-EXISTING TO REMAIN -DOES NOT CONFORM, GRANDFATHERED
	SIDE	10-16-8B	25 FT	4'-8" FT BUILDING 0'-0" AND 10'-8" OVERAGE ONTO PARK DIST. PROPERTY FOR AHU ENCLOSURE	AS1.0	-	-EXISTING TO REMAIN -DOES NOT CONFORM, GRANDFATHERED.
	BLDG SEPARATION	-	-	-	AS1.0	-	-EXISTING TO REMAIN
	REAR OPEN SPACE	-	-	-	AS1.0	-	-EXISTING TO REMAIN
1.08	MAXIMUM BLDG HEIGHT	10-16-7	40 FT STANDARD 50 FT W/ SETBACK EXCEPTION	45'-0"	A4.1	-	-EXISTING TO REMAIN -BUILDING CONFORMS
1.09	MAXIMUM STORIES	-	-	2 – BLDG	A4.1	-	-EXISTING TO REMAIN

1.10	OFF STREET PARKING	10-16-9D	1 PER 250SF PUBLIC AREA, +1 FOR EACH 2 EMPLOYEES = 57	0 SPACES	AS1.0	-	-EXISTING TO REMAIN -DOES NOT CONFORM
1.11	TREE PRESERVATION	10-24-5A1	DIA. MIN REMOVAL =6" AT 12" ABV GRD		AS1.0	-	-REQUIRES AUTHORIZATION FOR REMOVAL. WRITTEN STATEMENT TO BE PROVIDED.
1.12	CONDITIONS OF TREE REMOVAL	10-24-5-A2E 10-24-5-A3A2	LOCATION OF PROPOSED STRUCTURE	PROPOSED STRUCTURE INTERRUPTS ROOT BALL	AS1.0	-	-APPROVAL TO BE SOUGHT. REPLACEMENT SHALL BE OF SMALLER TREES OF EQUAL TOTAL CALIBER FROM APPROVED PLANT TYPE LIST 10-24-10-E.

01 October 2021

From: Williams Architects
500 Park Boulevard, Suite 800
Itasca, IL 60143

To: River Forest Public Library
c/o Emily Compton-Dzak
735 Lathrop Ave
River Forest, IL 60305

RE: AHU Replacement and Enclosure Project – Schedule of development.

Dear Ms. Compton-Dzak,

The following is our updated expected schedule of development that is based on approval of the DRB Review and timely responses provided by the owner:

Milestone 1: Construction Documents	Complete 19 October 2021	3 weeks
Milestone 2: Submit for Permits	Submit 20 October 2021	6 weeks est.
Milestone 2: Advertisement for Bids	Post 20 October 2021	3 weeks
Milestone 3: DRB Review	21 October 2021	
Milestone 4: Pre-Bid Meeting	1 November 2021	
Milestone 5: Bidder's Questions Due	3 November 2021	
Milestone 6: Addendum Release	8 November 2021	
Milestone 7: Bid Opening	11 November 2021	
Milestone 8: Review and Award Contract	23 November 2021	2 weeks
Milestone 9: Contract Negotiations	28 December 2021	5 weeks avg.
Milestone 10: Owner Purchase long lead items	29 December 2021	12 weeks lead
Milestone 11: Permit Comments Released	11 November 2021	3 weeks est.
Milestone 12: Permit Response Released	18 November 2021	1 week est.
Milestone 13: Expected Permit Award	2 December 2021	2 weeks est.
Milestone 14: Pre-Construction Meeting	3 January 2021	
Milestone 15: Mobilization	14 January 2021	2 weeks est.
Milestone 16: Submittals	28 January 2021	2 weeks est.
Milestone 17: Construction Start date	31 January 2021	
Milestone 18: Exterior Preparation	18 February 2021	3 weeks est.
Milestone 19: Concrete pour and cure	25 March 2021	5 weeks est.
Milestone 20: HVAC delivery and installation	31 March 2021	1 week
Milestone 21: Clear and correct adjacent sites For turn-over (hard date)	31 March 2021	1 week
Milestone 22: Interior construction	21 April 2021	3 weeks
Milestone 23: Substantial Completion (90%)	22 April 2021	
Milestone 24: Final Completion	29 April 2021	1 week

Milestone 25: Close Contract / Final Pay

6 May 2021

1 week

Sincerely,

A handwritten signature in blue ink, consisting of stylized, overlapping loops and a long horizontal stroke extending to the right.

Natalie L. Clemens
Project Architect

ENCL: n/a

15. Statements regarding photometric plan, shadow study, and sign plan

The Library's planned development includes no light fixtures or signage that would warrant a photometric or sign plan. The planned development will not impact surrounding properties in such a way as to necessitate a shadow study.

16. Statement regarding existing covenants, easements and other restrictions on use of land.

The Library is not aware of any covenants, easements or other restrictions on the use of land that would be affected by the proposed development.

17. Statement regarding recording a certified copy of the zoning ordinance with the Cook County recorder of deeds' office

If the Village Board passes the proposed development, the Library will record a certified copy of the zoning ordinance granting the planned development permit with the Cook County Recorder of Deeds' Office and provide evidence of said recording to the Village of River Forest within thirty days of passage.

18. Statement regarding waiver of traffic study

The Development Review Board approved the Library's request to waive the application requirement for a traffic study at the June 3, 2021 pre-filing conference.

19. Economic analysis

Chicago Project Management estimated the cost for the purchase and installation of a new air handler, the masonry enclosure, a redundant heat source, architectural drawings and project management, and the preliminary buildout of the mechanical room to be roughly \$269,000, based on pricing determined in early 2021. This number included a \$23,000 contingency. Upon hiring Williams Architects for their architectural and construction administration services and in consultation with Williams, the Library updated the estimated cost of the project to \$290,000, which includes a 10% contingency.

At its February 23, 2021 meeting, the River Forest Public Library Foundation voted to approve a \$100,000 grant request from the Library in support of the project. At the close of fiscal year 2020-21, the Library had approximately \$1,028,838 in reserve funds, \$210,000 of which is reserved specifically for capital projects. The Library will transfer additional funds to the capital account in a regular annual transfer from the 2021-22 budget, which will further replenish the capital fund for future projects.

The Library does not anticipate the proposed planned development project will have any economic impact upon Village infrastructure and operations, upon surrounding property values, or upon the schools.



River Forest Public Library HVAC Feasibility Study 2021 Update

Chicago Project Management has updated its 2017 River Forest Feasibility Study to reflect 2021 pricing and an upgrade of the HVAC unit enclosure. After discussions with several vendors it was agreed that the 2017 budgets numbers could simply, but accurately, be adjusted upward by 15 percent to reflect four years of price and labor increases.

Following discussions with library staff it was agreed that a chain link enclosure around the new HVAC equipment would not be aesthetically pleasing and this item was revised to reflect of a brick enclosure with a limestone cap. Our experience with a similar HVAC at the Westmont Public Library has found that a less expensive vinyl fence would be another option to consider.

All of this study's pricing should only be treated as estimates. While detailed prices were discussed with the major contractors, final architectural permit drawings would be required in order to obtain firm competitive bids.

The same interior and exterior sketches from 2017 are applicable.

Item	Cost Estimate	Notes
New HVAC Equipment & Installation	\$ 142,370	Concrete pad, new air handler, ductwork, etc.
Mechanical Equipment in New Space	\$ 19,780	Mechanical, electric & fire protection
Enclosure Masonry Wall	\$ 24,500	Brick enclosure with limestone cap
New Area Walls	\$ 2,875	Drywall (no doors)
New Area Ceilings	\$ 1,725	Suspended 2 x 2
New Area Raised Flooring	\$ 11,500	To match existing area height
Redundant Electric Heating Unit	\$ 20,000	Optional for use on boiler failure
Architecture/Permit Drawings	\$ 8,000	
Project Management	\$ 15,000	
Contingency (10%)	\$ 23,075	
TOTAL	\$ 268,825	

20. Statement regarding environmental impact studies required by law

The Library is not aware of any environmental impact studies required by law by the proposed development.

21. Statement regarding demand on village services

The Library does not anticipate further demand on Village services resulting from this project.

22. Statement regarding demand on local elementary schools

The Library's planned development project will have no impact on the demand on local elementary schools.

23. Statement regarding off site utility improvements

The Library does not anticipate changes to Village utility demand resulting from this project.

24. Written summary of residents' comments pertaining to the proposed application

While there were no attendees at the April 28, 2021 Neighbors' Meeting regarding the Library's project, one resident emailed their concern to the Library Director upon receiving notice of the meeting. The resident's concern was that the Village's construction hours be adhered to throughout the project, particularly on Saturdays, to avoid disruptive noise very early in the morning.

25. Statement regarding site development allowances

The Library is not requesting any site development allowances.



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: October 15, 2021

To: Frank Martin, Chair
Development Review Board

From: Lisa Scheiner, Acting Village Administrator

Subj: Continued Public Hearing – Application #22-005 (400 Ashland Avenue)

Issue: A public hearing was opened on August 5, 2021, regarding a major amendment to a proposed planned development at 400 Ashland Avenue. The applicant requested that the public hearing be continued to September 2, September 16, and October 21, 2021 to address an outstanding issue regarding parking at the site. The Development Review Board will consider the continued application on October 21, 2021.