



# VILLAGE OF RIVER FOREST REGULAR VILLAGE BOARD MEETING

Monday, November 13, 2017 – 7:00 PM  
Village Hall – 400 Park Avenue – River Forest, IL 60305  
Community Room

## AGENDA

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Citizen Comments
4. Elected Official Comments & Announcements
  - a. Swearing-In of New Firefighter Matthew Basa
  - b. Certificate in Performance Measurement ICMA
5. Consent Agenda
  - a. Regular Village Board Meeting Minutes – October 23, 2017
  - b. Executive Session Minutes – October 23, 2017
  - c. Waive Formal Bid and Purchase of a 2018 Ford Explorer Police Interceptor through the Suburban Purchasing Cooperative from Currie Motors Fleet for \$29,287
  - d. Waive Formal Bid and Award Contract for Village Hall Efficiency Improvements to FGM Architects for \$25,400
  - e. Monthly Department Reports
  - f. Monthly Performance Measurement Report
  - g. Village Administrator's Report
6. Consent Items For Separate Consideration
7. Recommendations of Boards, Commissions and Committees
  - a. Development Review Board – Recommendation on a Major Amendment to the Planned Development Permit for Saint Vincent Ferrer Church Regarding a Condition on Window Mullion Color – Ordinance
  - b. Sustainability Commission – Recommendation Regarding Regulations for Bees and Beekeeping – Ordinance
  - c. Lake & Park Workgroup – Request For Qualifications for Lake and Park Redevelopment
8. Unfinished Business
  - a. Discussion and Direction: NSMP Outfall Structure
9. New Business
  - a. Acceptance of the Estimate for the 2017 Corporate (Aggregate) Property Tax Levy in the amount of \$7,855,558
  - b. Amend Title 8, Chapter 5 of the Village Code to Permit a Class 1 and Class 4B Liquor License – Good Earth Café – Ordinance
  - c. Discussion and Direction: Alley at Bonnie Brae and Thomas
10. Executive Session
  - a. Purchase of Lutheran Children & Family Services in the Madison Street TIF District
    - i. Authorize a Real Estate Purchase and Sales Contract (7620 Madison Street, River Forest, Illinois - Lutheran Children and Family Services) for \$1,000,000 – Resolution
    - ii. Authorize a Loan from the Village General Fund to the Madison Street Tax Increment Financing Fund – Ordinance
    - iii. Amend the Annual Budget of the Village – Ordinance
11. Adjournment



Village of River Forest  
Village Administrator's Office  
400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

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**MEMORANDUM**

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Date: November 8, 2017

To: Catherine Adduci, Village President  
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: ICMA Performance Measurement Award

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At the 2017 International City Manager Association (ICMA) Conference, the Village of River Forest was awarded a Certificate of Achievement for its Performance Measurement program. Accepting the award on behalf of the Village was Management Analyst Jonathan Pape. Mr. Pape will present the award at the Village Board Meeting.

Thank you to Lisa Scheiner, Jonathan Pape and each of the operating departments in working to ensure our performance measurement program continues to grow and be recognized for its achievements.

Thank you.





ICMA



2017

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ICMA AWARDS

**CELEBRATING THE DIFFERENCE**  
professional local government  
management makes



# ICMA CERTIFICATES IN PERFORMANCE MANAGEMENT

ICMA recognizes the following communities for their commitment to the principles of performance management and effective communication of their performance data with local residents and peer communities. Depending on the level of recognition (Excellence being the highest), criteria include incorporation of data gathering and verification, public reporting, benchmarking and networking, strategic planning, community surveying, staff development, dashboarding, and continuous improvement.

## Certificate of Achievement Recipients

Algonquin, Illinois	Greenville, North Carolina	Raleigh, North Carolina
Batavia, New York	Greer, South Carolina	River Forest, Illinois
Bloomington, Illinois	Hillsborough, North Carolina	San Diego, California
Clackamas County, Oregon	Loudoun County, Virginia	Sheboygan, Wisconsin
DeLand, Florida	Maui County, Hawaii	Southlake, Texas
Elk Grove, California	North Hempstead, New York	
Grafton, Wisconsin	Purcellville, Virginia	

## Certificate of Distinction Recipients

Bayside, Wisconsin	Miami-Dade County, Florida
Bernalillo County, New Mexico	Palm Coast, Florida
Bettendorf, Iowa	Rock Hill, South Carolina
Clayton, Missouri	San José, California
Dallas, Texas	Suwanee, Georgia
Edmonton, Alberta	Wichita, Kansas
Mecklenburg County, North Carolina	Williamsburg, Virginia
Mesa, Arizona	

## Certificate of Excellence Recipients

Alachua County, Florida	Fort Lauderdale, Florida	Poudre Fire Authority, Colorado
Albany, Oregon	Gilbert, Arizona	San Antonio, Texas
Austin, Texas	Kansas City, Missouri	San Francisco, California
Bellevue, Washington	Montgomery County, Maryland	Scottsdale, Arizona
Coral Springs, Florida	New Orleans, Louisiana	Tacoma, Washington
Durham, North Carolina	Oklahoma City, Oklahoma	Tamarac, Florida
Fairfax County, Virginia	Olathe, Kansas	Woodbury, Minnesota
Fayetteville, North Carolina	Peoria, Arizona	
Fort Collins, Colorado	Phoenix, Arizona	

For more information, visit  
[icma.org/performance\\_certificates](https://www.icma.org/performance_certificates)

**VILLAGE OF RIVER FOREST**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES MINUTES**  
**October 23, 2017**

A regular meeting of the Village of River Forest Board of Trustees was held on Monday, October 23, 2017 at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue, River Forest, IL.

**1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:02 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Henek, Vazquez, Conti, Corsini, and Gibbs  
Absent: Trustee Cargie  
Also Present: Village Clerk Kathleen Brand-White, Village Administrator Eric Palm, Police Chief Greg Weiss, Fire Chief Kurt Bohlmann, Finance Director Joan Rock, Public Works Director John Anderson, Village Attorney Greg Smith

**2. PLEDGE OF ALLEGIANCE**

President Adduci led the pledge of allegiance.

**3. CITIZENS COMMENTS**

Greg Kuenster, 516 Park Avenue, thanked the Village for its help in rebuilding his family home. He described the permits requested and noted that the damaged components have been removed. He stated that altering the home from a two flat to a single family residence will cause the building will lose functionality, take longer to repair, and cost substantially more. He said he believes his family has a civil right to housing and his children have a right to continue their education. He mentioned that his mother has recently passed away. He said that yesterday a sustainability and human dignity committee met and discussed the need for environmentally and affordable housing like 516 Park Avenue. He requested that the Village of River Forest Board allow 516 Park to remain a two flat.

President Adduci expressed condolences on behalf of herself and the Board on the death of Mr. Kuentner's mother. She requested an update from Village Administrator Palm in regard to the meeting he had with Mr. Kuenster.

Village Administrator Palm stated that the property in question is a pre-existing legal, non-conforming two flat. He stated there was a fire in the basement dwelling unit that was constructed illegally and Mr. Flores, who resided in that basement, died as a result of the fire. He said an administrative search warrant was requested by the Village and issued by the 4th Circuit Court of Cook County. He stated the Village building officials and consultants performed a thorough administrative search of the house. Village Administrator Palm reported that there were 32 building code violations in the basement and in other parts of the home. He noted that this matter had nothing to do with the two flat but was focused on the basement. He stated that the Village Code is clear that when 50% of the value a non-conforming structure is destroyed it must be rebuilt in conformance of existing code. He noted that Mr. Kuenster has been advised of that in a letter dated September 5, 2017 and Mr. Kuenster had 45 days to respond to that. Village Administrator Palm stated that the 45 days expired on October 20<sup>th</sup>. He said that if Mr. Kuenster wants zoning relief there is a process in the Village Code to request a variation. He noted that Mr. Kuenster has been advised that he can request a variance without the Village

Board's assistance, permission, or consideration though the Board will make the final decision. Village Administrator Palm reported that the Village is seeking fines resulting from the 32 Code violations found. He indicated that it can be established that these violations have been present for over three or four years and the fines could total close to \$11 million. He stated that the Village is not seeking that amount but there will be a fine that Mr. Kuenster will have to pay in order to be held accountable for what took place in that fire. He noted that it was fortunate that the other inhabitants of the building were not hurt, that the fire did not spread, and that the fire did not take place on a school day since the school is directly across the street. Village Administrator Palm stated there is a complaint on file with the circuit court on this matter and the Village will pursue this if the fines are not paid.

Mr. Kuenster discussed the impracticality of converting the home to a single family home. He acknowledged that it could be worth more as a single family home and reiterated his comments about sustainability and affordable housing.

President Adduci stated that affordability and sustainability are important to the Board but the issues are that the home is non-conforming and that there are a large number of Code violations. She explained that this is the reason why there is this process and why there is a Zoning Board of Appeals.

There was a discussion between Village Administrator Palm and Mr. Kuenster regarding the Village's position in regard to zoning and fines. Mr. Kuenster suggested the Village is not interested in affordable housing or sustainability. Village Administrator Palm stated that Mr. Kuenster has presented a manipulation of the facts and circumstances and that there is no consideration for Mr. Flores who tragically died in that fire.

Mr. Kuenster stated that he will convert the building to a single family home and suggested that Village administration will not allow him to request a variance. He requested that Mr. Palm share his email correspondence in regard to this matter with the Board, to which Village Administrator Palm responded that he is more than happy to do so.

#### **4. ELECTED OFFICIALS COMMENTS AND ANNOUNCEMENTS**

##### **a. Presentation from Cook County Commissioner Silvestri for LemonAid Event**

Commissioner Silvestri stated it is important to recognize young people who contribute to their community and help people in desperate need of assistance. He summarized the Proclamation recognizing success of the LemonAid event and the parents, children, and everyone else who contributed to that success. Emily Edmunds and Davis Birmingham briefly discussed this year's event and how the group chooses the organization for which money will be raised.

##### **b. A Resolution Honoring the 100th Anniversary of Trinity High School and Creating a Secondary Designation for the 1200 block of Lathrop Avenue as "Trinity High School Way"**

Trustee Gibbs made a motion, seconded by Trustee Vazquez, to approve the Resolution honoring the 100<sup>th</sup> anniversary of Trinity High School and creating a secondary designation for the 1200 block of Lathrop Avenue as "Trinity High School Way."

President Adduci read the Resolution and presented a copy of it to Sister Michelle Germanson, president of Trinity High School. Sr. Germanson expressed her enthusiasm about her 25 year

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association with the school, its 100 year anniversary, and her gratitude for the secondary designation of the 1200 block of Lathrop. She also briefly discussed the history and success of the school and its graduates.

Roll call:

Ayes: Trustees Henek, Vazquez, Conti, Corsini, and Gibbs

Absent: Trustee Cargie

Nays: None

Motion Passes.

c. Presentation from Ethan Baehrend on Maker Fest

Ethan Baehrend, a 17-year-old junior at Fenwick High School and an Eagle Scout candidate, thanked the community for its support of his project and thanked his troop leader. He described the Maker Fest event that took place on October 7, 2017 at the River Forest Public Library. He stated that its purpose was to promote creativity and technology in the community. He noted that there were 275 attendees and briefly discussed the do-it-yourself and technology stations and presentations.

In response to a question from President Adduci, Mr. Baehrend stated that the event was successful and they are talking about continuing it though he will not be as involved in the future.

Mr. Baehrend stated he converted his project into a business of repairing 3-D printers. He said he has designed his own 3-D printer and has substantial backing for a new company. In response to a question from Trustee Corsini, Mr. Baehrend stated he is keeping the technology open source to advance the technology further but he has licensed certain machine parts.

Trustee Gibbs thanked Commissioner Silvestri for serving River Forest for all these years at the Cook County Board table and said we could not ask for a better representative.

Trustee Henek thanked Commissioner Silvestri for recognizing the LemonAid event. She said she is honored to recognize Trinity's long history and accomplishments and was blown away by the last presentation.

Trustee Conti stated she is continually impressed by this community. She said she wants to give them all their due respect and credit and she thanked them for coming to the meeting and sharing with Board.

Village Clerk Brand-White echoed Trustee Conti's comments and stated that the strength of the youth in this community and surrounding communities contribute to all these achievements. She heartily congratulated everyone.

Trustee Vazquez echoed previous trustee comments.

Trustee Corsini congratulated everyone and thanked Commissioner Silvestri for attending the Board meeting. She discussed the Trinity's decision to remain an all-girls' school and praised the school's baccalaureate program.

President Adduci echoed previous trustee comments in regard to Commissioner Silvestri and discussed his help in obtaining grants for the Village. She discussed the success of Trinity High School and predicted that we will hear more about Mr. Baehrend in the news.

## **5. CONSENT AGENDA**

- a. Regular Village Board Meeting Minutes – October 9, 2017
- b. Committee of the Whole Meeting Minutes – October 16, 2017
- c. Approve Change Order #1 (Final) for the 2017 Curb & Sidewalk program for \$8,988.89 – Resolution
- d. Approve Change Order #1 (Final) for the 2017 Sewer Relining Program for \$43,777.50 – Resolution
- e. Monthly Financial Report
- f. Accounts Payable – September 2017 - \$1,728,314.25
- g. Village Administrator's Report

Trustee Corsini made a motion, seconded by Trustee Gibbs, to approve the Consent Agenda.

Roll call:

Ayes: Trustees Henek, Vazquez, Conti, Corsini, and Gibbs

Absent: Trustee Cargie

Nays: None

Motion Passes.

## **6. CONSENT AGENDA ITEMS REQUIRING SEPARATE CONSIDERATION**

- a. Vendor Payments for North Avenue TIF, Madison Street TIF and Economic Development Fund - \$623,936.72

Trustee Gibbs made a motion, seconded by Trustee Corsini, to approve vendor payments for North Avenue TIF, Madison Street TIF and Economic Development Fund in the amount of \$623,936.72.

Trustee Vazquez stated he has a common law conflict of interest in this matter and asked Village Clerk Brand-White not to call him for the vote.

Roll call:

Ayes: Trustees Henek, Conti, Corsini, and Gibbs

Absent: Trustee Cargie

Nays: None

Motion Passes.

## **7. RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS**

- a. Appoint Beth Cheng to the Sustainability Commission (Credi Vacancy) – Term ending April 30, 2019

President Adduci introduced Beth Cheng and discussed her credentials.

Trustee Gibbs made a motion, seconded by Trustee Henek, to appoint Beth Cheng to the Sustainability Commission to fill the Credi Vacancy with a term ending April 30, 2019.

Roll call:



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Ayes: Trustees Henek, Vazquez, Conti, Corsini, and Gibbs  
Absent: Trustee Cargie  
Nays: None  
Motion Passes.

## **8. UNFINISHED BUSINESS**

### **a. Update: Request for Proposal for Lake and Park Redevelopment**

Village Administrator Palm stated that the Lake and Park Work Group met last week to review a draft of the RFQ/RFP for the Lake and Park site. He reported that a good dialog took place and a revised draft will go out for comments to the Work Group this week for a quick turnaround. He said the document will go before the Board at the November 13<sup>th</sup> meeting for consideration. Village Administrator Palm stated that if the Board approves it, it will be sent out and responses will be expected by mid-December. He indicated that it will be a two-step process with developer qualifications reviewed first and two to three selected to go to the next step. He noted that this is different than what was done in the past because of lessons learned from previous go-arounds.

President Adduci thanked the subcommittee for working on this.

Trustee Corsini reminded attendees that the Pension Funds and Finance Committee are meeting next Thursday, November 2<sup>nd</sup> at 8:00 a.m. for pension discussions.

Village Administrator Palm stated that Trustee Cargie was not able to attend the meeting and asked him to provide a report which was distributed to the Board. He stated the survey from the Subcommittee on Collaboration is going to go out shortly and is focused on communication. He asked that any comments on the survey be provided soon and noted the survey has been well vetted.

In response to a question from Trustee Corsini, Village Administrator Palm stated the survey will go out via Survey Monkey. In response to a follow-up question from Trustee Corsini, Village Administrator Palm stated the survey will go out to residents of River Forest who will be notified via the website, post cards (checking with Management Analyst Jonathan Pape), the Village E-newsletter, and every communication tool used by each of the districts. He said he hopes there will be a lot of overlap.

Trustee Gibbs reported that Elmwood Park put a fence around where their water dumps into the Des Plaines River and there have been young people playing in the pipes in River Forest. Chief Weiss reported that the Village has not received calls on that but have heard something about it on social media. He stated that officers are conducting premise checks there and have not seen any evidence of people using the area. Trustee Gibbs expressed his concern in regard to safety because the pipes are big enough for people to stand in. Village Administrator Palm stated staff has heard anecdotal information about it. He said he has had discussions with Public Works Director Anderson and Village Engineer Jeff Loster and that the challenge is finding something to obstruct entrance of people without trapping debris and blocking water flow in the pipes. President Adduci suggested placing cameras there. Chief Weiss described the area and said he is not convinced people can fit in the pipe. Trustee Gibbs stated if one gets over the wall one could get all the way to Harlem through that pipe. There was a brief discussion about what can be done without creating an eyesore. Trustee Gibbs requested that staff contact Elmwood Park and

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inquire what prompted them to put up the fence. Trustee Corsini noted that the Village wants to avoid liability issues.

## **9. NEW BUSINESS**

None.

## **10. EXECUTIVE SESSION**

At 8:00 p.m., Trustee Corsini made a motion, seconded by Trustee Gibbs, to adjourn into Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village; the purchase or lease of real property for the use of the Village including whether a particular parcel should be acquired; and probable and eminent litigation.

Roll call:

Ayes: Trustees Henek, Vazquez, Conti, Corsini, and Gibbs

Absent: Trustee Cargie

Nays: None

Motion Passes.

Trustee Corsini made a motion, seconded by Trustee Henek, to return to the regular session of the Village Board of Trustees meeting at 8:51 p.m.

Roll call:

Ayes: Trustees Henek, Vazquez, Conti, Corsini, and Gibbs

Absent: Trustee Cargie

Nays: None

Motion Passes.

Trustee Gibbs stated that while traveling on Madison he noticed posts installed in between the tracks with red signage indicating the tracks are closed. Village Clerk Brand-White stated that they appear they can be easily removed and look temporary.

## **11. ADJOURNMENT**

Trustee Conti made a motion seconded by Trustee Corsini, to adjourn the regular Village Board of Trustees Meeting at 8:53 p.m. The motion passed by voice vote.

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Kathleen Brand-White, Village Clerk

# Village of River Forest



## POLICE DEPARTMENT MEMORANDUM

**TO:** Eric Palm- Village Administrator  
**FROM:** Gregory Weiss- Chief of Police  
**DATE:** November 8, 2017  
**SUBJECT:** Authorization to Purchase Vehicle

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**Issue:** The Village's FY18 budget includes \$80,672 in the Capital Equipment Replacement Fund allocated for the purchase of two (2) new police vehicles and related emergency equipment.

**Analysis:** As part of the Department's ongoing vehicle replacement plan, we have scheduled the replacement of a 2014 Ford Utility marked police vehicle and one 2012 Ford Utility unmarked tactical vehicle this fiscal year.

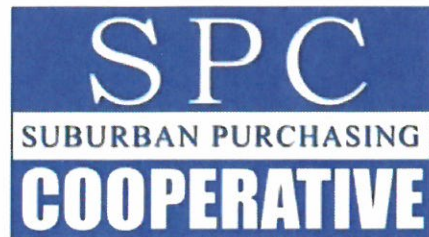
We are recommending replacing the 2014 Ford Utility marked police vehicle with a 2018 Ford Utility Police Interceptor vehicle. The vehicle is all-wheel drive (AWD) and will allow more versatility in inclement weather conditions. Also, the large storage capacity allows for storing of mission critical equipment. The 2014 vehicle will have approximately 50,000 miles at the time of replacement and will be used to replace an aging secondary line unit, Car 7. Car 7 is a 2009 Ford Crown Victoria that will have approximately 71,000 miles at the time of replacement. Once the changeover is complete, the Police Department will check with the Fire Department and Public Works Department to see if they would like to re-purpose the vehicle. If not, we will be seeking authorization to sell the 2009 Ford Crown Victoria at auction.

The other vehicle scheduled for replacement in FY18, the 2012 Ford Utility unmarked vehicle, was approved for replacement by the Village Board at the September 11, 2017 Village Board Meeting. We are currently awaiting delivery of the 2018 Dodge Charger Police Package unit, which is expected sometime in early December.

The Department researched law enforcement special bid options and determined that the Northwest Municipal Conference's Suburban Purchasing Cooperative, through Currie Motors Fleet in Frankfort, was the only group offering municipal discounted pricing for the 2018 Ford Utility Police Interceptor vehicle. Therefore, staff is seeking authorization to purchase one (1) 2018 Ford Utility Police Interceptor vehicle at the price of \$29,287.

**Recommendation:** If the Village Board wishes to approve the authorization to purchase the above mentioned vehicles, the following motion would be appropriate:

**Motion to authorize the purchase of one (1) 2018 Ford Utility Police Interceptor at a price of \$29,287 using the FY18 budgeted amount in the Capital Equipment Replacement Fund.**



**2018 Ford Utility Police Interceptor AWD  
Contract # 152**



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**2018 Ford Utility Police Interceptor AWD**  
**Contract # 152**  
**\$26,456.00**

3.7 TI-VCT V6 FFV  
6-Speed Automatic  
Rear recovery hooks  
Independent front/rear suspension  
Engine Oil Cooler  
18.6 gallon fuel tank  
Engine Hour Meter  
220 Amp Alternator  
78 Amp Hour Battery  
Lower black body side cladding  
Dual Exhaust  
Black spoiler  
Electric Power Assist Steering  
Acoustic laminated windshield  
18" Tires and Wheels  
Fixed glass lift gate  
Full Size Spare  
AM/FM/CD  
Roll curtain airbag  
Safety Canopy W/Roll Over  
Sensor  
Anti-Lock Brakes With Advanced Trac  
and traction control  
LED tail lamps  
2<sup>nd</sup>/3<sup>rd</sup> Row Privacy Glass  
My Ford police cluster  
Black Grill  
Headlamps-LED Low Beam  
Halogen Hi Beam  
Lift Gate Release Switch - 45  
Second Time out

Rearview Camera with Washer  
All-Wheel Drive  
Manual folding power mirror  
Fold flat 60/40 rear vinyl bench  
Single Zone Manual Climate  
Control  
Power Windows - 1 Touch  
Up/Down  
Power Locks  
Cruise Control/Tilt Wheel  
Calibrated Speedometer  
Column Shift  
Work Task Light red/white  
Simple fleet key  
Power Adjustable Pedals  
Two-Way Radio Pre-Wire  
Particulate air filter  
Power Pig tail  
Delivery within 30 Miles  
Locking Glove Box

**Standard Warranty:**

Basic: 3 Years/ 36,000 Miles  
Drivetrain: 5 Years/100,000 Miles  
Corrosion: 5 Years/ Unlimited  
Miles  
Emissions: 8 Years/80,000 Miles  
Roadside Assistance:  
5 Years/60,000 Miles

**Order Cutoff: TBD**



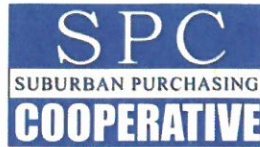
<input type="checkbox"/>	99T	3.5L V-6 Ecoboost® Engine (131 MPH top speed)	\$3130.00
<input type="checkbox"/>	41H	Engine block heater	\$86.00
<input checked="" type="checkbox"/>	86L	Auto Head Lamp Required With Silent Mode	\$109.00
<input checked="" type="checkbox"/>	43D	Dark car feature – Courtesy Lights Inop	\$19.00
<input type="checkbox"/>	43L	Silent Mode – Requires Day time Running Lights /Auto Lamp	\$19.00
<input type="checkbox"/>	942	Daytime Running Lights	\$42.00
<input checked="" type="checkbox"/>	17T	Dome lamp red/white cargo area	\$49.00
<input type="checkbox"/>	51Y	Spot Light Drivers Side Only - Incandescent	\$204.00
<input type="checkbox"/>	51Z	Dual Spot Lights (Driver/Passenger) Incandescent	\$334.00
<input type="checkbox"/>	51R	Spot Light Drivers Side LED Bulb - Unity	\$375.00
<input checked="" type="checkbox"/>	51T	Spot Light Drivers Side LED Bulb - Whelen	\$399.00
<input type="checkbox"/>	51S	Spot Light Dual LED Bulbs - Unity	\$589.00
<input type="checkbox"/>	51V	Spot Light Dual LED Bulbs - Whelen	\$632.00
<input type="checkbox"/>	51P	Spot Lamp Prep Kit; Driver side (does not include housing and bulb)	\$132.00
<input type="checkbox"/>	51W	Spot Lamp Prep Kit; Dual Side (does not include housing and bulbs)	\$266.00
<input type="checkbox"/>	21L	Front Auxiliary Light Red/Blue - requires option 60A	\$524.00
<input type="checkbox"/>	21W	Forward Indicator - Red/Blue Pocket Warning Light - requires option 60A(Located in Headlamp)	\$607.00
<input checked="" type="checkbox"/>	60A	Pre-wiring grill lamp, siren, speaker	\$49.00
<input checked="" type="checkbox"/>	63B	Side Marker LED - Red/Blue - Requires 60A	\$276.00
<input type="checkbox"/>	63L	Rear Quarter Glass Side Marker Lights - Red/Blue	\$546.00
<input type="checkbox"/>	92G	Glass-Solar Tint 2nd Row/Rear Quarter/Liftgate Window (Deletes Privacy Glass)	\$114.00
<input type="checkbox"/>	92R	Glass-Solar Tint 2nd Row Only, Privacy Glass on Rear Quarter and Liftgate Window	\$81.00
<input type="checkbox"/>	68Z	Roof rack side rails	\$148.00
<input type="checkbox"/>	76D	Deflector Plate (Eco Boost Only)	\$292.00
<input type="checkbox"/>	87R	Rear View Camera - Includes Electrochromic Rear View Mirror (replaces standard camera in center stack area)	N/C
<input checked="" type="checkbox"/>	53M	Sync® Basic – includes USB port and aux input jack	\$280.00
<input type="checkbox"/>	61R	Remappable (4) switches on steering wheel (less Sync)	\$148.00
<input type="checkbox"/>	61S	Remappable (4) switches on steering wheel (with Sync)	\$148.00
<input checked="" type="checkbox"/>	18W	Rear window power delete	\$24.00
<input type="checkbox"/>	68L	Rear-Door Handles Inoperable / Locks Operable	\$33.00
<input checked="" type="checkbox"/>	68G	Rear-Door Handles Inoperable / Locks Inoperable	\$33.00
<input type="checkbox"/>	52H	Hidden Door-Lock Plunger w/Rear-door Handles Op	\$132.00
<input checked="" type="checkbox"/>	52P	Hidden Door-Lock Plunger w/Read-door Handles Inop	\$153.00
<input type="checkbox"/>	16C	1st & 2nd Row Carpet Floor Covering (includes mats)	\$119.00
<input type="checkbox"/>	18D	Global Lock/Unlock (Disables Auto Lock on Rear Hatch)	24.00
<input type="checkbox"/>	87P	Power Passenger Seat (6-way) w/ manual recline/lumbar	\$309.00
<input type="checkbox"/>	85D	Front Console Plate-Delete (N/A w/ 67G, 67H, 67U, 85R)	N/C
<input type="checkbox"/>	85R	Rear Console Plate (N/A with 65U, 85D)	\$30.00



<input type="checkbox"/>	90D	Ballistic Door Panels – Level III Driver Front Only	\$1506.00
<input type="checkbox"/>	90E	Ballistic Door Panels – Level III Driver/Passenger Front	\$3012.00
<input type="checkbox"/>	90F	Ballistic Door Panels – Level IV Driver Front Only	\$2294.00
<input type="checkbox"/>	90G	Ballistic Door Panels – Level IV Driver/Passenger Front	\$4588.00
<input type="checkbox"/>	96W	Visor Light (requires rear console mounting plate N/A with interior Upgrade Package)	\$1159.00
<input type="checkbox"/>	96T	Rear Spoiler Traffic Light (requires 85R Rear Console Plate)	1330.00
<input checked="" type="checkbox"/>	55B	BLIS® Blind spot monitoring (includes manual heated mirrors)	\$517.00
<input type="checkbox"/>	19L	Lockable Gas Cap	\$17.00
<input type="checkbox"/>	549	Mirrors – Heated Sideview	\$58.00
<input type="checkbox"/>	593	Perimeter Anti-Theft Alarm – Requires key Fob (595)	\$114.00
<input type="checkbox"/>	55F	Keyless-4 Fobs (N/A with keyed alike)	\$322.00
<input checked="" type="checkbox"/>	76R	Reverse Sensing	\$261.00
<input checked="" type="checkbox"/>		Keyed Alike Code <u>526X</u> Specify Current Key Alike Code	\$49.00
<input type="checkbox"/>	65L	18” 5-spoke full face wheel covers w/ metal clips	\$58.00
<input type="checkbox"/>	64E	18” painted aluminum wheels	\$451.00
<input type="checkbox"/>	17A	Aux Air Conditioning (N/A with 63V)	\$579.00
<input type="checkbox"/>	16D	Badge Delete	N/C
<input checked="" type="checkbox"/>	63V	Cargo Storage Vault - includes lockable door/compartiment light (N/A with 17A)	\$232.00
<input checked="" type="checkbox"/>	55D	Scuff Guards	\$67.00
<input checked="" type="checkbox"/>	60R	Noise Suppression Bonds (Ground Straps)	\$95.00
<input type="checkbox"/>	18X	100 Watt Siren/Speaker (includes bracket and pigtail)	\$285.00
<input type="checkbox"/>	43S	My Speed Fleet Management - allows admin to lower max vehicle speed and max audio volume / allows VMAX speed to be set in 5mph increments	\$58.00
<input type="checkbox"/>	52B	Enhanced PTU Cooler – requires EcoBoost® Engine	\$2779.00
<input type="checkbox"/>		Rustproof & Undercoating	\$395.00
<input type="checkbox"/>	47A	Engine Idle Control	\$385.00
<input type="checkbox"/>		4 Corner LED Strobes (aftermarket using 86P)	\$895.00
<input type="checkbox"/>		CD-Rom service manual	\$325.00
<input type="checkbox"/>		License and title fees M____MP____ (Includes Shipping)	\$203.00
<input type="checkbox"/>		<b>Delivery greater than 50 miles of dealership</b>	\$150.00

**Optional Maintenance & Warranty Coverage:**

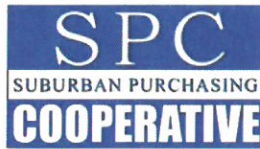
<input type="checkbox"/>	ESP Extended Warranty Extra Care 5-Year 60,000 miles	\$1,620.00
<input type="checkbox"/>	ESP Extended Warranty Base Care -3 year/100,000 miles	\$1,215.00
<input type="checkbox"/>	ESP Extended Warranty Powertrain –6 year/100,000miles	\$1075.00
<input type="checkbox"/>	ESP Extended Warranty Base Care – 6 year/100,000miles	\$1255.00



**Equipment Groups**

<input checked="" type="checkbox"/>	<b>Police Wire Harness Connector Kit – Front</b> 47C For connectivity to Ford PI Package solutions includes: <ul style="list-style-type: none"> <li>• (2) Male 4-pin connectors for siren</li> <li>• (5) Female 4-pin connectors for lighting/siren/speaker</li> <li>• (1) 4-pin IP connector for speakers</li> <li>• (1) 4-pin IP connector for siren controller connectivity</li> <li>• (1) 8-pin sealed connector</li> <li>• (1) 14-pin IP connector</li> </ul>	\$100.00
<input type="checkbox"/>	<b>Police Wire Harness connector Kit – Rear</b> 21P For connectivity to Ford PI Package solutions includes: <ul style="list-style-type: none"> <li>• (1) 2-pin connector for rear lighting</li> <li>• (1) 2-pin connector</li> <li>• (6) Female 4-pin connectors</li> <li>• (6) Male 4-pin connectors</li> <li>• (1) 10-pin connector</li> </ul>	\$123.00
<input type="checkbox"/>	<b>Police Interior Upgrade Package</b> 65U Includes: 1st & 2nd Row Carpet Floor Covering, Rear Cloth Seats, Center Floor Console less shifter- includes console Deletes the standard console mounting plate Note: Not available with options 67G, 67H, 67U	\$371.00
<input type="checkbox"/>	<b>Front Headlamp Lighting Solution</b> 66A Includes: Base LED low beam/halogen high-beam with wig-wag function, 2-white LED side warning lights, wiring, LED lights included, controller NOT included. Note: Not available with 67H; recommend using 67G or 67U	\$809.00
<input checked="" type="checkbox"/>	<b>Front Headlamp Housing Only</b> 86P Pre-drilled side marker holes (does not include lights) Pre-molded side warning holes with twist lock capability (does not include lights)	\$119.00
<input type="checkbox"/>	<b>Tail Lamp Lighting Solution</b> 66B Includes: Base LED lights plus 2-rear integrated white LED side warning lights, wiring, controller NOT included, N/A with 67H	\$404.00
<input type="checkbox"/>	<b>Rear Lighting Solution</b> 66C Includes two backlit flashing LED lights (mounted to inside lift gate glass), two lift gate flashing LED lights (not available with Police Interceptor package 67H)	\$433.00
<input type="checkbox"/>	<b>Tail Lamp Housing Only</b> 86T Pre-existing holes with standard twist lock-sealed capability, does NOT include LED lights. N/A w/66B and 67H	\$53.00
<input type="checkbox"/>	<b>Ultimate Wiring Package (n/a with Interior Upgrade Package)</b> 67U Includes the following: <ul style="list-style-type: none"> <li>• Rear console mounting plate (85R)-contours through 2<sup>nd</sup> row; channel for wiring</li> </ul>	\$524.00

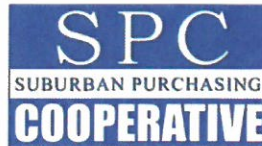




	<ul style="list-style-type: none"> <li>• Pre-wiring for grille LED lights, siren and speaker (60A)</li> <li>• Wiring harness I/P to rear (overlay)</li> <li>• (2) light cables-supports up to (6) LED lights (engine compartment/grille)</li> <li>• (2) 50-amp battery and ground circuits in RH rear-quarter</li> <li>• (1) 10-amp siren/speaker circuit engine cargo area</li> <li>• Rear hatch/cargo area wiring-supports up to (6) rear LED lights</li> </ul> <p>N/A with 65U, 67G, 67H</p>	
<input type="checkbox"/> 67G	<p><b>Cargo Wiring Upfit Package (n/a) with Interior Upgrade Package</b></p> <ul style="list-style-type: none"> <li>• Rear Console Mounting Plate</li> <li>• Wiring overlay harness w/lighting &amp; siren interface connections</li> <li>• Vehicle engine harness: 2-light connectors, 2-grill light connectors, 2-50 amp battery ground circuits in power junction box, 2-10 amp siren/speaker circuit</li> <li>• Whelen lighting PCC8R control head</li> <li>• Whelen PCC8R Light Relay Center</li> <li>• Whelen specific cable connects PCC8R to control head</li> <li>• Pre-wiring for grill lights siren and speaker</li> </ul> <p>(not available with 65U 67H and 67U)</p>	\$1,272.00
<input type="checkbox"/> 67H	<p><b>Ready for the Road Package-not available with Interior Upgrade Package</b></p> <p><b>All-in Complete Package-Includes Police Interceptor Packages 66A 66B 66C plus</b></p> <ul style="list-style-type: none"> <li>• Whelen Cencom light controller</li> <li>• Whelen Cencom relay center/siren amp with traffic advisor</li> <li>• Light controller/relay Cencom wiring</li> <li>• Grille LED Lights</li> <li>• 100 Watt Siren/Speaker</li> <li>• (9) I/O digital Serial Cable (console to cargo)</li> <li>• Hidden door lock plunger &amp; rear door handles inop</li> <li>• Rear console mounting plate</li> </ul> <p>(not available with 66A 66B 66C 67G 67U 65U)</p>	\$3,244.00

### Vinyl Options

<input type="checkbox"/> 91A	<p><b>Two-Tone Vinyl Wrap - Package #1</b></p> <p>Roof &amp; Right/left, front/rear doors vinyl - white only (Not available with: 91C, 91D, 91E, 91F, 91G, 91H, 91J)</p>	\$797.00
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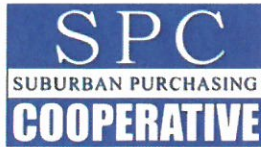
<input type="checkbox"/>	<b>91C Two-Tone Vinyl Wrap - Package #3</b> Roof & Right/left front doors only vinyl - white only (Not available with: 91A, 91D, 91E, 91F, 91G, 91H, 91J)	\$665.00
<input type="checkbox"/>	<b>91H Two-Tone Vinyl – Roof white only</b> (Not available with: 91A, 91C)	\$466.00
<input type="checkbox"/>	<b>91J Two-Tone Vinyl – LH/RH Front Doors white only</b> (Not available with: 91A, 91C, 91D, 91E, 91F, 91G)	\$290.00
<input type="checkbox"/>	<b>91D Vinyl Word Wrap - POLICE (Non-Reflective)</b> White (YZ) lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91E, 91F, 91G, 91J	\$755.00
<input type="checkbox"/>	<b>91E Vinyl Word Wrap - POLICE (Reflective)</b> Black lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91D, 91F, 91G, 91J	\$755.00
<input type="checkbox"/>	<b>91F Vinyl Word Wrap - POLICE (Reflective)</b> White lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91D, 91E, 91G, 91J	\$755.00
<input type="checkbox"/>	<b>91G Vinyl Word Wrap - SHERIFF (Non-Reflective)</b> White lettering located on LH/RH sides of vehicle Not available with: 91A, 91C, 91D, 91E, 91F, 91J	\$755.00

**Options – Exterior**

<input type="checkbox"/>	BU	Medium Brown Metallic
<input type="checkbox"/>	E3	Arizona Beige Metallic Clearcoat
<input checked="" type="checkbox"/>	G1	Shadow Black
<input type="checkbox"/>	HG	Smokestone Metallic
<input type="checkbox"/>	J1	Kodiak Brown Metallic
<input type="checkbox"/>	JL	Dark Toreador Red Metallic
<input type="checkbox"/>	KR	Norsea Blue Metallic
<input type="checkbox"/>	LK	Dark Blue
<input type="checkbox"/>	LM	Royal Blue
<input type="checkbox"/>	LN	Light Blue Metallic
<input type="checkbox"/>	MM	Ultra Blue Metallic
<input type="checkbox"/>	FT	Blue Metallic
<input type="checkbox"/>	TN	Silver Grey Metallic
<input type="checkbox"/>	UJ	Sterling Grey Metallic
<input type="checkbox"/>	UX	Ingot Silver Metallic
<input type="checkbox"/>	YG	Medium Titanium Metallic
<input type="checkbox"/>	YZ	Oxford White
<input type="checkbox"/>	E4	Vermillion Red

**Options – Interior**

<input type="checkbox"/>	Charcoal Black w/vinyl rear	N/C
<input type="checkbox"/>	Charcoal Black w/cloth rear	\$51.00



Please enter the following:

**Title Information :** Village of River Forest  
400 Park Avenue  
River Forest, IL 60305

**Contact Name** Jim O'Shea

**Phone Number** 708-366-8500

**Purchase Order Number** N/A

**Fleet Identification Number** QD 513

**Tax Exempt Number** E9998-1351-07

**Total Dollar Amount** \$29,257

**Total Number of Units** One (1)

**Delivery Address** 400 Park Ave  
River Forest, IL 60305

**\*Orders Require Signed Original Purchase Order and Tax Exempt Letter**

*Currie Motors Fleet*  
9423 W. Lincoln Hwy  
Frankfort, IL 60423  
PHONE: (815)464-9200  
Tom Sullivan [Curriefleet@gmail.com](mailto:Curriefleet@gmail.com)  
Kristen De La Riva [Fleetcurrie@gmail.com](mailto:Fleetcurrie@gmail.com)

*\*Fleet Status is accessible by registering at [www.fleet.ford.com](http://www.fleet.ford.com). Please provide FIN Code at time of order*



**Village of River Forest**  
**Village Administrator's Office**

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

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**MEMORANDUM**

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Date: November 10, 2017

To: Eric Palm, Village Administrator

From: Cheryl Scott, Assistant Finance Director; Joan Rock, Finance Director; Lisa Scheiner, Assistant Village Administrator; Jonathan Pape, Management Analyst

Subj: Village Hall Second Floor Customer Service and Efficiency Enhancement Project

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***Background***

During the Fiscal Year 2018 Capital Improvement Planning and budgeting process, the Village Board of Trustees approved funds for efficiency improvements on the second floor of Village Hall. Village Staff is currently in the planning phase of this project. To begin the process of renovating the front counter and reception space on the second floor of Village Hall, Village Staff have engaged in conversations with FGM Architects to develop detailed plans for the project. FGM Architects previously completed the work for the current Village Hall.

***Issue***

The Village's Front Counter currently consists of one window where customers and staff conduct a wide variety of transactions ranging from permit questions, bill payments, public safety concerns, and citation inquiries. The current space constrictions at the front counter make it difficult to process multiple customers at one time, hear each customer's concern, and impossible to contain private matters, which leads to delayed and diminished customer service.

***Analysis***

Redesign and reconstruction efforts are needed to better use the front counter and reception space on the second floor of Village Hall. In order to improve the in-person customer service that the Village can provide solutions should be pursued that allow for additional, separate service windows at the front counter. This will allow for multiple staff members to complete separate transactions and conversations with customers. Additionally, the Village should

pursue options for a separate space to be created that allows for Police and other sensitive matters to be handled in a private area.

Village Staff has worked with FGM Architects to complete preliminary designs of this work. By hiring FGM Architects, the Village will be able to have the drawings completed and finalized, have bid-ready construction drawings prepared, and take the project to bid for completion.

### ***Recommendation***

At this time, Village Staff and the Village Attorney are still in the process of finalizing the contract with FGM Architects. Approval of the contract will be subject to final Attorney review.

Village Staff recommends that the Village Board of Trustees approve a contract with FGM Architects subject to final Attorney review for services related to the front counter and reception area improvement project and authorize Village Staff to solicit construction bids based upon the final drawings.

Village Staff will return to the Village Board of Trustees at a future meeting with the results of the bid process and a recommendation to award a contract for construction of the project and to purchase office and workstation equipment for the second floor.

### ***Budget Impact***

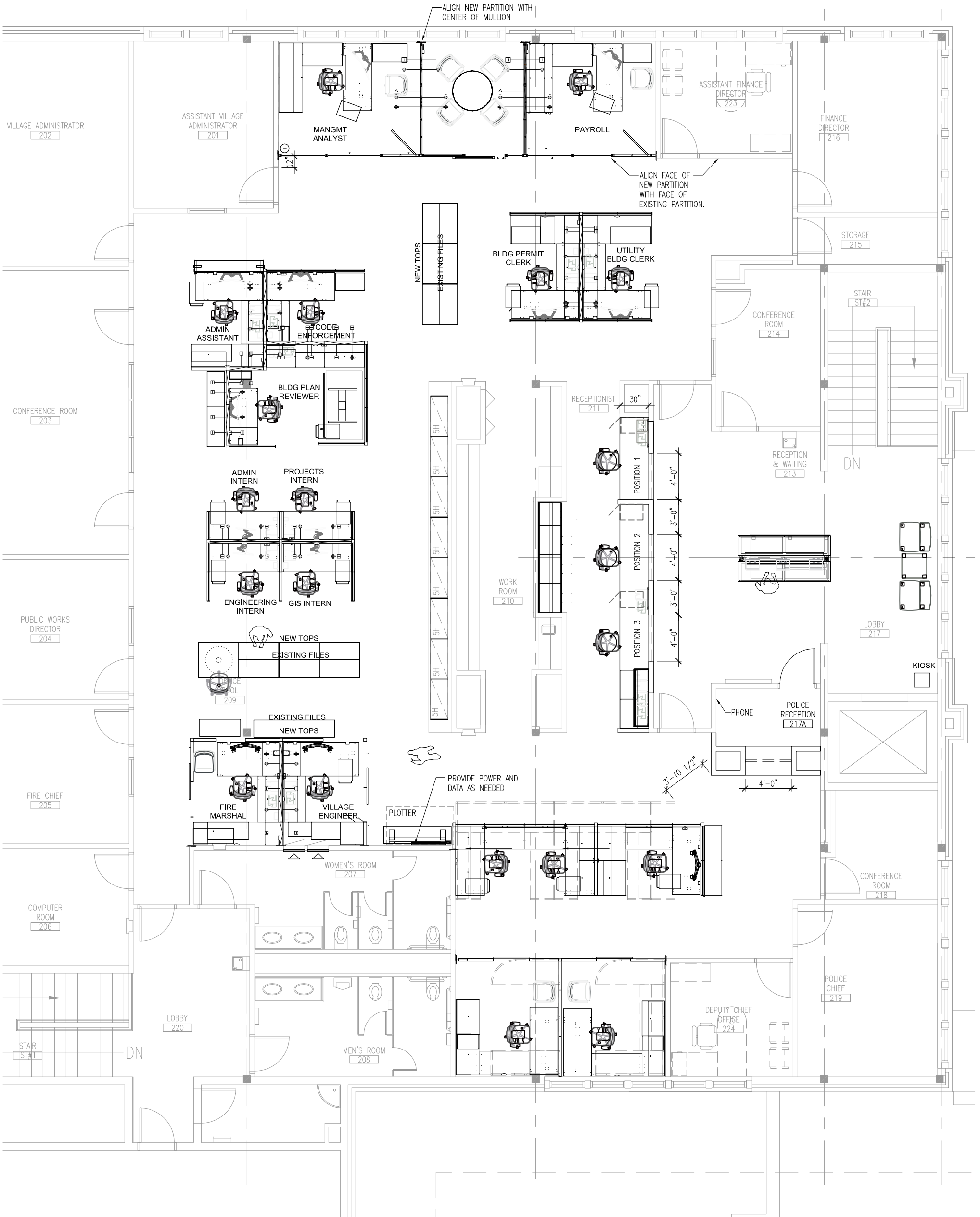
The contract with FGM Architects is in the amount of \$25,400 and includes finalizing the design of the construction on the second floor, completing construction drawings for the design, and taking the project to bid.

This amount will be taken from the \$352,725 budgeted under the CIP project put in place for this purpose.

### ***Attachments***

- Preliminary Drawings
- Draft FGM Contract

# RIVER FOREST MUNICIPAL RENO



SCALE:  $\frac{1}{8}" = 1'-0"$

NOVEMBER 1, 2017

S:\jobs\2017\17-2288.01\ACAD\AutoCad\AutoCad Files - Current JOB #17-2288.01  
© 2017 FGM Architects Inc.)

DRAFT

# AIA<sup>®</sup> Document B101<sup>™</sup> – 2007

## Standard Form of Agreement Between Owner and Architect

**AGREEMENT** made as of the «    » day of «November » in the year «2017»  
(In words, indicate day, month and year.)

**BETWEEN** the Architect's client identified as the Owner:  
(Name, legal status, address and other information)

«Village of River Forest »« »  
«400 Park Avenue »  
«River Forest, IL 60305-1798 »  
« »

and the Architect:  
(Name, , address and other information)

«FGM Architects Inc. »« »  
«1211 W. 22<sup>nd</sup> Street, Suite 700 »  
«Oak Brook, IL 60523 »  
« »

for the following Project:  
(Name, location and detailed description)

«River Forest Village Hall Reception Desk and Police Reception Renovation»  
«400 Park Avenue »  
«River Forest, IL 60305-1798 »

The Owner and Architect agree as follows.

DRAFT

**ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

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- 6 COST OF THE WORK
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- 10 MISCELLANEOUS PROVISIONS
- 11 COMPENSATION
- 12 SPECIAL TERMS AND CONDITIONS
- 13 SCOPE OF THE AGREEMENT

DRAFT

### EXHIBIT A INITIAL INFORMATION

#### ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Article 1 and in optional Exhibit A, Initial Information:

*(Complete Exhibit A, Initial Information, and incorporate it into the Agreement at Section 13.2, or state below Initial Information such as details of the Project's site and program, Owner's contractors and consultants, Architect's consultants, Owner's budget for the Cost of the Work, authorized representatives, anticipated procurement method, and other information relevant to the Project.)*

«The project consists of renovation of the River Forest Reception Desk and Police Reception. The project budget is estimated to be \$156,713 to \$181,780, including construction cost and contingencies. The project schedule is to have the work completed by the Winter of 2018. The project will be delivered via general construction project delivery method. »

§ 1.2 The Owner's anticipated dates for commencement of construction and Substantial Completion of the Work are set forth below:

- .1 Commencement of construction date:

« To be determined »

- .2 Substantial Completion date:

« To be determined »

§ 1.3 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the schedule, the Architect's services and the Architect's compensation.



## ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide the professional services as set forth in this Agreement.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance for the duration of this Agreement. If any of the requirements set forth below exceed the types and limits the Architect normally maintains, the Owner shall reimburse the Architect for any additional cost:  
*(Identify types and limits of insurance coverage, and other insurance requirements applicable to the Agreement, if any.)*

.1 General Liability

«One Million Dollars (\$1,000,000) for each occurrence and Two Million Dollars (\$2,000,000) in the aggregate for bodily injury and property. »

.2 Automobile Liability

«One Million Dollars (\$1,000,000) combined single limit and aggregate for bodily injury and property damage covering non-owned and rented vehicles operated by the Architect. »

.3 Workers' Compensation

«Statutory Limits for Worker's Compensation; Employer's Liability Coverage of Five Hundred Thousand Dollars (\$500,000) each accident, disease, death »

.4 Professional Liability

«Two Million Dollars (\$2,000,000) per claim and Three Million Dollars (\$3,000,000) in the aggregate »

## ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, consult with the Owner, research applicable design criteria, attend Project meetings reasonably requested by the Owner, communicate with members of the Project team and report progress to the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on the accuracy and completeness of services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission or inconsistency in such services or information; however, the Architect assumes no duty to discover such errors, omissions or inconsistencies.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information.

The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and a reasonable time for approval of submissions by authorities having jurisdiction over the Project. The Owner shall render decisions in a timely manner so as to not adversely affect the schedule or cause the schedule to be exceeded. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

**§ 3.1.4** The Architect shall not be responsible for an Owner's directive, design change, or substitution made without the Architect's approval.

**§ 3.1.5** The Architect shall, at appropriate times, contact the governmental authorities required to approve the Construction Documents and the entities providing utility services to the Project. In designing the Project, the Architect shall use professional care to respond to applicable written publicly available design requirements imposed by such governmental authorities having jurisdiction over the design of the Project. The Architect shall not be responsible for additional costs incurred because of a reasonable difference of opinion or interpretation of applicable code requirements with that of such governmental authorities.

**§ 3.1.6** The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

**§ 3.1.7** If the Architect's services involve making changes to an existing facility, the Owner shall furnish any documentation, drawings and information on the existing facility in the Owner's possession, upon which the Architect may rely for accuracy and completeness. Unless specifically authorized or confirmed in writing by the Owner, the Architect shall not be required to perform or to cause to be performed any destructive testing or investigation of concealed or unknown conditions. In the event the documentations, drawings or information furnished by the Owner is inaccurate or incomplete, all resulting costs and expenses, including the cost of Additional Services of the Architect, shall be borne by the Owner.

**§ 3.1.8** If the Project involves remodeling and/or rehabilitation of an existing structure, certain assumptions regarding existing conditions are required to be made. Since some of these assumptions may not be verifiable within Owner's budget or without destroying otherwise adequate or serviceable portions of the Project, the Owner agrees that, except for specific tasks identified for the Architect to perform under the Agreement, the Owner shall reimburse the Architect as an Additional Service for changes, modifications, additions or alterations to the Construction Documents which may arise or result from unforeseen or concealed conditions.

## **§ 3.2 SCHEMATIC DESIGN PHASE SERVICES**

**§ 3.2.1** The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

**§ 3.2.2** The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, and the proposed procurement or delivery method and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

**§ 3.2.3** The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project, including the feasibility of incorporating environmentally responsible design approaches. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

**§ 3.2.4** Based on the Project's requirements agreed upon with the Owner, the Architect shall prepare and present for the Owner's approval a preliminary design illustrating the scale and relationship of the Project components.

**§ 3.2.5** Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital modeling. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

**§ 3.2.5.1** The Architect shall consider environmentally responsible design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain other environmentally responsible design services under Article 4.

**§ 3.2.5.2** The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule and budget for the Cost of the Work.

**§ 3.2.6** The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with and subject to Article 6.2 and 6.3.

**§ 3.2.7** The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval. Upon receipt of Owner's approval of the Schematic Design Documents, the Architect shall commence the Design Development Phase.

### **§ 3.3 DESIGN DEVELOPMENT PHASE SERVICES**

**§ 3.3.1** Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels.

**§ 3.3.2** The Architect shall update the estimate of the Cost of the Work.

**§ 3.3.3** The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval. Upon receipt of Owner's approval of the Design Development Documents, the Architect shall commence the Construction Documents Phase.

### **§ 3.4 CONSTRUCTION DOCUMENTS PHASE SERVICES**

**§ 3.4.1** Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that in order to construct the Work the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

**§ 3.4.2** The Architect shall use professional care to incorporate into the Construction Documents the design requirements of governmental authorities having jurisdiction over the Project.

**§ 3.4.3** During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) bidding and procurement information that describes the time, place and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications and may include bidding requirements and sample forms.

**§ 3.4.4** The Architect shall update the estimate for the Cost of the Work.

**§ 3.4.5** The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's

approval. Upon receipt of Owner's approval of the Construction Documents, the Architect shall commence the Bidding/Negotiation Phase.

**§ 3.4.6 [Omitted] § 3.4.7** If, as a result of Architect's failure to comply with the standard of care set forth in this Agreement, an error in the Construction Documents results in additional construction costs to the Owner, the Architect shall be responsible for compensating the Owner for additional construction costs for which the Architect is legally responsible in accordance with applicable law.

**§ 3.4.8** If, as a result of the Architect's failure to comply with the standard of care set forth in this Agreement, an omission in the Construction Documents results in additional construction costs to the Owner, the Architect shall be responsible for compensating the Owner for the additional costs related to adding the omitted item or element over and above that which the Owner would have paid had the omitted item or element been included in the original Construction Documents, and for all other costs for which the Architect is legally responsible in accordance with applicable law.

## **§ 3.5 BIDDING OR NEGOTIATION PHASE SERVICES**

### **§ 3.5.1 GENERAL**

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

### **§ 3.5.2 COMPETITIVE BIDDING**

**§ 3.5.2.1** Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

**§ 3.5.2.2** The Architect shall assist the Owner in bidding the Project by

- .1 Distributing Bidding Documents to a reprographics company for electronic distribution to prospective bidders;
- .4 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to all prospective bidders in the form of addenda.
- .5 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.
6. Evaluation of the qualifications of bidders or persons providing proposals;

**§ 3.5.2.3** The Architect shall consider written requests for substitutions, if the Bidding Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective bidders.

## **§ 3.6 CONSTRUCTION PHASE SERVICES**

### **§ 3.6.1 GENERAL**

**§ 3.6.1.1** The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™-2007, General Conditions of the Contract for Construction to the extent required by this Agreement. If the Owner and Contractor modify AIA Document A201-2007, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement in writing to include such modifications. The terms and conditions of this Agreement shall govern and control the Architect's services on the Project.

**§ 3.6.1.2** The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for jobsite safety, including, but not limited to, safety precautions and programs in connection with the Work or compliance with any safety laws, standards, rules, regulations or guidelines governing the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

**§ 3.6.1.3** Subject to Section 4.3, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

**§ 3.6.1.4** The Architect shall not be responsible for any aspect of design, procurement, erection, construction, monitoring, observation or use of any scaffolds, hoists, cranes, ladders, bracing or supports of any type on the Project, whether temporary or permanent, nor shall the Architect have responsibility for construction barricades, barriers, safety cones, tape, warnings, signage, canopies or other similar devices of any kind, whether for vehicular or pedestrian traffic or otherwise on or around the Project site. No provision of this Agreement shall be interpreted to confer upon the Architect any duty owed under common law, statute or regulation to construction workers or any other persons regarding safety or the prevention of accidents at the Project.

### **§ 3.6.2 EVALUATIONS OF THE WORK**

**§ 3.6.2.1** The Architect shall visit the site as required in Section 4.3.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work.

**§ 3.6.2.2** The Architect has the authority to recommend to the Owner that the Owner reject Work that does not conform to the Contract Documents. Subject to Owner's written approval whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees or other persons or entities performing portions of the Work.

**§ 3.6.2.3** The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

**§ 3.6.2.4** Interpretations and decisions of the Architect shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

**§ 3.6.2.5** Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201-2007, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

### **§ 3.6.3 CERTIFICATES FOR PAYMENT TO CONTRACTOR**

**§ 3.6.3.1** The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject (1) to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) to results of subsequent tests and inspections, (3) to correction of minor deviations from the Contract Documents prior to completion, and (4) to specific qualifications expressed by the Architect.

**§ 3.6.3.2** The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

**§ 3.6.3.3** The Architect shall maintain a record of the Applications and Certificates for Payment.

### **§ 3.6.4 SUBMITTALS**

**§ 3.6.4.1** The Architect shall review the Contractor's submittal schedule when issued by the Contractor and shall not unreasonably delay or withhold approval. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review.

**§ 3.6.4.2** The Architect shall review or take other appropriate action only upon the Contractor's submittals such as Shop Drawings, Product Data and Samples that are required by the Contract Documents, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of specific details, equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component. Regardless of the review, notations or mark-ups of the Architect on any submittal, shop drawing or product data, neither the Architect nor its consultants shall be responsible for any aspect of the submittal, shop drawing or product data which does not comply with the requirements of the Contract Documents, responsibility for which rests solely with the Contractor.

**§ 3.6.4.3** If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials or equipment, the Architect or its consultants shall specify the appropriate performance and design criteria that such services must satisfy. Subject to the terms of Article 3.6.4.2, the Architect or its consultants shall retain Shop Drawings and other submittals related to the Work designed or certified by the design professional retained by the Contractor that bear such professional's seal and signature when submitted to the Architect for informational purposes only. The Architect and its consultants shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals and shall have no responsibility for any errors or omissions in the services or documentation provided by the Contractor's design professionals.

**§ 3.6.4.4** Subject to the provisions of Section 4.3, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth in the Contract Documents the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to requests for information.

**§ 3.6.4.5** The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

### **§ 3.6.5 CHANGES IN THE WORK**

**§ 3.6.5.1** The Architect may authorize minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to the provisions of Section 4.3, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

**§ 3.6.5.2** The Architect shall maintain records relative to changes in the Work under Article 3.6.5.1.

**§ 3.6.6 PROJECT COMPLETION**

**§ 3.6.6.1** The Architect shall conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion; receive from the Contractor and forward to the Owner, for the Owner’s review and records, written warranties and related documents required by the Contract Documents and assembled by the Contractor; and issue a final Certificate for Payment based upon a final inspection indicating the Work observed by the Architect complies with the requirements of the Contract Documents.

**§ 3.6.6.2** The Architect’s inspections shall be conducted with the Owner to check for conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the punch list submitted to the Contractor of Work to be completed or corrected.

**§ 3.6.6.3** When the Work is found to be substantially complete, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

**§ 3.6.6.4** The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

**§ 3.6.6.5** Upon written request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner, to review the facility operations and performance.

**ARTICLE 4 ADDITIONAL SERVICES**

**§ 4.1** Additional Services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Additional Services only if specifically designated in the table below as the Architect’s responsibility, and the Owner shall compensate the Architect as provided in Section 11.2.

*(Designate the Additional Services the Architect shall provide in the second column of the table below. In the third column indicate whether the service description is located in Section 4.2 or in an attached exhibit. If in an exhibit, identify the exhibit.)*

<b>Additional Services</b>	<b>Responsibility</b> <i>(Architect, Owner or Not Provided)</i>	<b>Location of Service Description</b> <i>(Section 4.2 below or in an exhibit attached to this document and identified below)</i>
§ 4.1.1 Programming	Not Provided	
§ 4.1.2 Multiple preliminary designs	Not Provided	
§ 4.1.3 Measured drawings	Not Provided	
§ 4.1.4 Existing facilities surveys	Nor Provided	
§ 4.1.5 Site Evaluation and Planning (B203™–2007)	Not Provided	
§ 4.1.6 Building information modeling	Not Provided	
§ 4.1.7 Civil engineering	Not Provided	
§ 4.1.8 Landscape design	Not Provided	
§ 4.1.9 Architectural Interior Design (B252™–2007)		
§ 4.1.10 Value Analysis (B204™–2007)	Not Provided	
§ 4.1.11 Detailed cost estimating	Not Provided	
§ 4.1.12 On-site project representation		
§ 4.1.13 Conformed construction documents	Not Provided	
§ 4.1.14 As-Designed Record drawings		
§ 4.1.15 As-Constructed Record drawings	Not Provided	
§ 4.1.16 Post occupancy evaluation	Not Provided	
§ 4.1.17 Facility Support Services (B210™–2007)	Not Provided	
§ 4.1.18 Tenant-related services	Not Provided	
§ 4.1.19 Coordination of Owner’s consultants	Not Provided	
§ 4.1.20 Telecommunications/data design	Not Provided	
§ 4.1.21 Security Evaluation and Planning (B206™–	Not Provided	

	2007)		
§ 4.1.22	Commissioning (B211™–2007)	Not Provided	
§ 4.1.23	Extensive environmentally responsible design	Not Provided	
§ 4.1.24	LEED® Certification (B214™–2007)	Not Provided	
§ 4.1.25	Fast-track design services	Not Provided	
§ 4.1.26	Historic Preservation (B205™–2007)	Not Provided	
§ 4.1.27	Furniture, Furnishings, and Equipment Design (B253™–2007)	Not Provided	

§ 4.2 Insert a description of each Additional Service designated in Section 4.1 as the Architect’s responsibility, if not further described in an exhibit attached to this document.

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§ 4.3 Additional Services may be provided after execution of this Agreement, without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.3 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect’s schedule.

§ 4.3.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following services until the Architect receives the Owner’s written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including, but not limited to, size, quality, complexity, the Owner’s schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the Owner’s request for extensive environmentally responsible design alternatives, such as unique system designs, in-depth material research, energy modeling, or LEED® certification;
- .3 Changing or editing previously prepared Instruments of Service necessitated by the enactment or revision of codes, laws or regulations or official interpretations;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner’s consultants or contractors;
- .5 Preparing digital data for transmission to the Owner’s consultants and contractors, or to other Owner authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, public presentations, meetings or hearings other than Owner’s board meetings;
- .8 Preparation for, and attendance at a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction;
- .11 Assistance to the Initial Decision Maker, if other than the Architect;
- .12 Documentation, data collection, preparation for and attendance at meetings and similar services necessitated by the inclusion of a provision for liquidated damages in the Contract Documents;
- .14 Services related to permitting in excess of sixteen (16) hours.

§ 4.3.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If the Owner subsequently determines that all or parts of those services are not required, the Owner shall give prompt written notice to the Architect, and the Owner shall have no further obligation to compensate the Architect for those services beyond the services performed:

- .1 Reviewing a Contractor’s submittal out of sequence from the submittal schedule agreed to by the Architect;
- .2 Responding to the Contractor’s requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study



- and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
  - .4 Evaluating an extensive number of Claims as the Initial Decision Maker;
  - .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom; or
  - .6 To the extent the Architect's Basic Services are affected, providing Construction Phase Services 60 days after (1) the date of Substantial Completion of the Work or (2) the anticipated date of Substantial Completion identified in Initial Information, whichever is earlier.

**§ 4.3.3** The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 «Two» («2») reviews of each Shop Drawing, Product Data item, sample and similar submittal of the Contractor
- .2 «Two» («2») visits to the site by the Architect over the duration of the Project during construction
- .3 «One» («1») inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 «One» («1») inspections for any portion of the Work to determine final completion

**§ 4.3.4** If the services covered by this Agreement have not been completed within «twelve» («12») months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

## **ARTICLE 5 OWNER'S RESPONSIBILITIES**

**§ 5.1** Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth the Owner's objectives, schedule, constraints and criteria, including space requirements and relationships, flexibility, expandability, special equipment, systems and site requirements. Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of or enforce lien rights.

**§ 5.2** The Owner shall establish and periodically update the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs, including design changes necessitated by unforeseen conditions or concealed conditions, or a reasonable number of conflicts, errors or inconsistencies in the Contract Documents within the standard of care set forth herein. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

**§ 5.3** The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

**§ 5.6** The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants maintain professional liability insurance as appropriate to the services provided.

**§ 5.7** The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

**§ 5.8** The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.9 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.10 Except as otherwise provided in this Agreement, or when direct communications have been specially authorized, the Owner shall endeavor to communicate with the Contractor and the Architect's consultants through the Architect about matters arising out of or relating to the Contract Documents. The Owner shall promptly notify the Architect of any direct communications that may affect the Architect's services.

§ 5.11 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.12 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

§ 5.13 The Owner shall contract separately for the consulting services in this Article 5. Unless otherwise indicated herein, the services to be provided by Owner's consultants shall be performed by licensed professionals who shall affix their seals on the appropriate documents prepared by them. The Owner shall require its consultants to coordinate their drawings and other instruments of service with those of the Architect and to advise the Architect of any potential conflicts. The Architect shall have no responsibility for the components of the Project designed by Owner's consultants or for the adequacy of their drawings or other documentation. Review by the Architect of the work product of Owner's consultants is solely for consistency with the Architect's design concept of the Project. The Architect shall be entitled to rely on the technical sufficiency and timely delivery of documents and services furnished by those consultants in connection with such work product and shall not be required to review or verify calculations, designs or other documentation for compliance with applicable codes, laws, ordinances, rules and regulations nor shall Architect be responsible to discover errors or omissions in such documents or services.

§ 5.15 The Owner shall include in all contracts for construction Articles 3.5 and 3.18 of the AIA A-201 General Conditions of the Contract for Construction, 2007 Edition.

§ 5.16 The Owner shall include in all contracts for construction the requirement that the contractor(s) name the Owner and Architect as additional insureds on all liability insurance policies required of the contractors for the Project. Such insurance shall be required to be primary and non-contributory over any insurance carried by the Owner or Architect.

## ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work does not include the compensation of the Architect, the costs of the land, rights-of-way, financing, contingencies for changes in the Work or other costs that are the responsibility of the Owner. Cost of the Work shall include an Owner's contingency in the amount of five (5%) percent of the Owner's budget for construction to cover ambiguities, inconsistencies, incompleteness, errors, or omissions in the Instruments of Service as defined in Article 7 herein furnished by the Architect. The Architect shall not be liable for errors or omissions unless such errors or omissions both exceed the contingency and constitute a breach of the standard of care set forth herein.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and may be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work or from any estimate of the Cost of the Work or evaluation prepared or agreed to by the Architect, and the Architect shall have no responsibility for such variance nor shall the Architect be responsible if the bids or Cost of the Work exceeds the estimate or Owner's budget.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding and price escalation; to determine what materials, equipment, component systems and types of construction are to be included in the Contract Documents; to make reasonable adjustments in the program and scope of the Project; and to include in the Contract Documents alternate bids as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget for the Cost of the Work. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requests detailed cost estimating services, the Architect shall provide such services as an Additional Service under Article 4.

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§ 6.4 If the Bidding or Negotiation Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, through no fault of the Architect, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect shall, as an Additional Service, modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the increased budget as adjusted under Section 6.6.1. The Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

## ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project. If the Owner and Architect intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 Upon execution of this Agreement, the Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, and maintaining, the Project or for informational purposes only in connection with any alteration or addition to the Project, provided that the Owner substantially performs its obligations, including prompt payment of all sums when due, under this Agreement. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4 or if the Architect is terminated without cause as provided in Article 9.5, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the author of the Instruments of Service or obtaining the Architect's written consent, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses.

The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

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§ 7.5 The following provisions apply to any Instruments of Service provided in electronic format:

§ 7.5.1 The official Instruments of Service are the signed and sealed Drawings and Specification issued in paper format for use in connection with the Project.

§ 7.5.2 The Architect may, in its sole discretion, provide for use to Owner from time to time upon request by Owner for its convenience, the Architect's Building Information Model and/or CAD or other electronic files. The design documents, calculations, drawings, details, backgrounds and other information prepared by the Architect in electronic format, whether incorporated in the BIM Model or in CAD format (hereinafter collectively referred to as "Electronic Instruments of Service") are instruments of the professional architectural service intended for use only in connection with the construction of this Project.

§ 7.5.3 The Electronic Instruments of Service are provided for the sole purpose of communicating the state of the design to date, and Owner acknowledges that such Electronic Instruments of Service may not be final or complete. Owner acknowledges that use by Owner or its contractors of the Electronic Instruments of Service is at the user's sole risk and responsibility. Under no circumstances shall such electronic files be used on other projects, for additions to the Project or completion of this Project by another design professional without the written consent of the Architect. Any such use or reuse by the Owner or others without the written consent of the Architect for the specific purpose intended shall be at the Owner's sole risk and without liability to the Architect.

§ 7.5.4 Because of the possibility that data stored on electronic media or delivered in machine readable format may be subject to alteration, deterioration, incompatibility, translation and readability issues, whether inadvertently or otherwise, the Owner agrees that the Architect shall not be responsible or liability in connection with the completeness, accuracy or correctness of the Electronic Instruments of Service, information and data and use by the Owner is at its sole risk and responsibility. The Architect reserves the right to retain hard copy originals of all Project documentation delivered to the Owner in machine readable form, which originals shall be referred to and shall govern in the event of any inconsistency between the hard copy originals and the electronic information. No software shall be transferred to the Owner.

§ 7.5.5 The Owner acknowledges and understands that the use and automated conversion of information and data in the Electronic Instruments of Service provided by the Architect to a derivative work, model, or alternate system, format or version by the Owner may not be accomplished without the introduction of inaccuracies, anomalies, or errors.

§ 7.5.6 The electronic data files are intended to work only as described in the Agreement. These files are compatible only on AutoCAD 2016 or Revit Architecture 2016 or later releases. The Owner shall verify drawing release number and file format with the Architect at the time the files are transmitted. The Architect makes no warranty as to the compatibility of the electronic files.

## ARTICLE 8 CLAIMS AND DISPUTES

### § 8.1 GENERAL

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action, whether in contract, tort, or otherwise, against the other arising out of or related to this Agreement in accordance with the requirements of the method of binding dispute resolution selected in this Agreement within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

**§ 8.1.2** To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201–2007, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents and employees of any of them similar waivers in favor of the other parties enumerated herein. The Owner shall name or require that its contractors name the Architect as an additional insured under any Builders Risk or property insurance policy maintained on the project.

**§ 8.1.3** The Architect and Owner waive consequential damages, including, without limitation, lost profits, lost revenues, delay damages, loss of market, financing charges, interest and overhead, for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

## **§ 8.2 MEDIATION**

**§ 8.2.1** Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to litigation. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by litigation. Prior to the initiation of mediation, on written notice of either party to the other of intent to mediate a dispute under this Agreement, each party shall designate a representative and shall meet within five (5) days after service of the notice of intent to mediate. The parties shall attempt to resolve the dispute through negotiation within ten (10) days of the meeting. Should the parties be unable to agree on a resolution with such ten (10) day period, the parties shall proceed to mediation as set forth here.

**§ 8.2.2** The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association or such other forum as the Owner and Architect may mutually agree in accordance with the administrative rules of the mediation services in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint but, in such event, mediation shall proceed in advance of litigation, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

**§ 8.2.3** The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

**§ 8.2.4** If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

*(Check the appropriate box. If the Owner and Architect do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.)*

Arbitration pursuant to Section 8.3 of this Agreement

Litigation in a court of competent jurisdiction

Other (Specify)

## **ARTICLE 9 TERMINATION OR SUSPENSION**

**§ 9.1** If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of

services. The Architect shall be promptly paid all sums due prior to suspension and any expenses incurred in the interruption of the Architect's services. Upon resumption of the Architect's services, the Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due and all Termination Expenses as defined in Section 9.7.

§ 9.7 Termination Expenses are in addition to compensation for the Architect's services and include expenses directly attributable to termination for which the Architect is not otherwise compensated, plus an amount for the Architect's anticipated profit on the value of the services not performed by the Architect.

§ 9.8 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 11.9.

## **ARTICLE 10 MISCELLANEOUS PROVISIONS**

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located.

§ 10.2 Terms in this Agreement, if not defined herein, shall have the same meaning as those in AIA Document A201-2007, General Conditions of the Contract for Construction.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including prompt payment of all outstanding invoices.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable

access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project.

**§ 10.8** If the Architect or Owner receives non-public information specifically designated by the other party as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except to (1) its employees, (2) those who need to know the content of such information in order to perform services or construction solely and exclusively for the Project, or (3) its consultants and contractors whose contracts include similar restrictions on the use of confidential information.

**ARTICLE 11 COMPENSATION**

**§ 11.1** For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

*(Insert amount of, or basis for, compensation.)*

«Lump Sum Fee of Twenty Five Thousand Four Hundred Dollars and 00/100 (\$25,400.00) »

**§ 11.2** For Additional Services designated in Section 4.1, the Owner shall compensate the Architect as follows: *(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)*

«NA »

**§ 11.3** For Additional Services that may arise during the course of the Project, including those under Section 4.3, the Owner shall compensate the Architect as follows:

*(Insert amount of, or basis for, compensation.)*

«Compensation shall be negotiated lump sum fee or on an hourly basis as approved by the Owner »

**§ 11.4** Compensation for Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus «ten » percent ( «10 » %)

« »

**§ 11.5** Where compensation for Basic Services is based on a stipulated sum or percentage of the Cost of the Work, the compensation for each phase of services shall be as follows:

Schematic Design Phase	«fifteen »	percent (	«15 »	%)
Design Development Phase	«twenty-five »	percent (	«25 »	%)
Construction Documents Phase	«forty »	percent (	«40 »	%)
Bidding or Negotiation Phase	«five »	percent (	«5 »	%)
Construction Phase	«fifteen »	percent (	«15 »	%)
<b>Total Basic Compensation</b>	<b>one hundred</b>	<b>percent (</b>	<b>100</b>	<b>%)</b>

**§ 11.6** The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

**§ 11.7** The hourly billing rates for services of the Architect and the Architect's consultants, if any, are set forth below. The rates shall be adjusted periodically in accordance with the Architect's and Architect's consultants' normal review practices.

*(If applicable, attach an exhibit of hourly billing rates or insert them below.)*

«See Exhibit B – Hourly Rate Schedule »

**Employee or Category**

**Rate**

**§ 11.8 COMPENSATION FOR REIMBURSABLE EXPENSES**

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets;
- .3 Fees paid for securing approval of authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, standard form documents;
- .5 Postage, handling and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, models, mock-ups, professional photography, and presentation materials requested by the Owner;
- .8 Architect's Consultant's expense of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits if the Owner requests such insurance in excess of that normally carried by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses; and
- .11 Other similar Project-related expenditures.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus «ten » percent ( «10 » %) of the expenses incurred.

**§ 11.9 COMPENSATION FOR USE OF ARCHITECT'S INSTRUMENTS OF SERVICE**

If the Owner terminates the Architect for its convenience under Section 9.5, or the Architect terminates this Agreement under Section 9.3, the Owner shall pay a licensing fee as compensation for the Owner's continued use of the Architect's Instruments of Service solely for purposes of completing, using and maintaining the Project as follows:

« »

**§ 11.10 PAYMENTS TO THE ARCHITECT**

§ 11.10.1 An initial payment of «zero » (\$ «0.00 » ) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

§ 11.10.2 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid «sixty » ( «60 » ) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.  
*(Insert rate of monthly or annual interest agreed upon.)*

«In accordance with the Local Government Prompt Payment Act if applicable, or if not applicable, one percent per month » % « »

§ 11.10.3 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.4 Records of Reimbursable Expenses, expenses pertaining to Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

**ARTICLE 12 SPECIAL TERMS AND CONDITIONS**

Special terms and conditions that modify this Agreement are as follows:

«§ 12.1 [Omitted]



§ 12.2 Any claims arising out of this Agreement shall be brought against the contracting parties and not against any individual director, officer or employee of a party.

§ 12.3 Any written notices provided for in this Agreement and copies of all correspondence shall be transmitted to the Owner and the Architect at the following addresses:

Architect  
FGM Architects Inc.  
1211 West 22<sup>nd</sup> Street, Suite 700  
Oak Brook, IL 60523

Owner  
Village of River Forest  
400 Park Avenue  
River Forest, IL 60305-1798 »



**ARTICLE 13 SCOPE OF THE AGREEMENT**

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents listed below:

- .1 AIA Document B101<sup>TM</sup>-2007, Standard Form Agreement Between Owner and Architect
- .2 AIA Document E201<sup>TM</sup>-2007, Digital Data Protocol Exhibit, if completed:

« »

- .3 Other documents:  
*(List other documents, if any, including Exhibit A, Initial Information, and additional scopes of service, if any, forming part of the Agreement.)*

«Exhibit A – Proposal for Architectural Services for the “River Forest Village Hall Reception Desk Renovation” dated September 12, 2017 »  
Exhibit A – FGM Architects Hourly Rate Schedule

This Agreement entered into as of the day and year first written above.

**OWNER**

**ARCHITECT**

**FGM Architects Inc.**

*(Signature)*

« »« »

*(Printed name and title)*

*(Signature)*

«John C. Dzarnowski, AIA »  
«Executive Vice President »

*(Printed name and title)*

*(Signature)*

«Raymond K. Lee,, AIA, LEED AP »  
«Principal-in-Charge »

*(Printed name and title)*



**VILLAGE OF RIVER FOREST**  
**CONTRACT AGREEMENT**

This Contract is made this \_\_\_ day of \_\_\_\_\_, 2017 by and between the Village of River Forest (hereinafter referred to as the "VILLAGE") and \_\_\_\_\_ (hereinafter referred to as the "CONSULTANT").

**WITNESSETH**

In consideration of the promises and covenants made herein by the VILLAGE and the CONSULTANT (hereinafter referred to collectively as the "PARTIES"), the PARTIES agree as follows:

**SECTION 1: THE CONTRACT DOCUMENTS:** This Contract shall include the following documents (hereinafter referred to as the "CONTRACT DOCUMENTS") however this Contract takes precedence and controls over any contrary provision in any of the CONTRACT DOCUMENTS. The Contract, including the CONTRACT DOCUMENTS, expresses the entire agreement between the PARTIES and where it modifies, adds to or deletes provisions in other CONTRACT DOCUMENTS, the Contract's provisions shall prevail. Provisions in the CONTRACT DOCUMENTS unmodified by this Contract shall be in full force and effect in their unaltered condition.

- This Contract
- All Certifications required by the Village
- Certificates of Insurance
- Proposal dated \_\_\_\_\_
- Standard Specifications for Road and Bridge Construction

**SECTION 2: SCOPE OF THE WORK AND PAYMENT:** The CONSULTANT agrees to provide all labor, equipment and materials necessary to provide the services as described in the CONTRACT DOCUMENTS (hereinafter referred to as the "WORK"), and the VILLAGE agrees to pay the CONSULTANT the fees described in the CONTRACT DOCUMENTS for all WORK performed by CONSULTANT.

**SECTION 3: ASSIGNMENT:** CONSULTANT shall not assign the duties and obligations involved in the performance of the WORK which is the subject matter of this Contract without the written consent of the VILLAGE.

**SECTION 4: TERM OF THE CONTRACT:** This Contract shall commence on the date of its execution. The WORK shall commence upon receipt of a Notice to Proceed to be coordinated with the Village of River Forest 2017 Village Hall Reception Desk and Police Reception Renovation and shall continue as necessary to complete all associated material testing.

**SECTION 5: INDEMNIFICATION AND HOLD HARMLESS PROVISION:**

To the extent not covered by insurance and to the fullest extent permitted by law, the CONSULTANT hereby agrees to defend, indemnify and hold harmless the Village, its officials, agents, and employees against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in any way accrue the against the Village, its officials, agents, and employees, arising in whole or in part or in consequence of the performance of this work by the CONSULTANT, its employees, or subconsultants, or which may in any way result therefore, except that arising out of the negligence of the Village, its agents or employees, the CONSULTANT shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the Village, its officials, agents and employees, in such action, the CONSULTANT shall, at its own expense, satisfy and discharge the same.

CONSULTANT expressly understands and agrees that any performance bond or insurance policies required by this contract, or otherwise provided by the CONSULTANT, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village, its officials, agents and employees as herein provided.

**SECTION 6: INSURANCE:** Execution of this Contract by the VILLAGE is contingent upon receipt of Insurance Certificates provided by the CONSULTANT in compliance with the CONTRACT DOCUMENTS.

**6.1 Minimum Scope of Insurance**

Coverage shall be at least as broad as:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (“occurrence” form CG 0001) with the "*Village of River Forest, its officials, agents, employees and volunteers*” named as additional insured; and
2. Insurance Service Office Business Auto Liability coverage form number CA 0001, Symbol 01 "Any Auto"; and
3. Workers’ Compensation as required by the Workers’ Compensation Act of the State of Illinois and Employers' Liability insurance.

**6.2 Minimum Limits of Insurance**

CONSULTANT shall maintain limits no less than:

1. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$2,000,000.
2. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.

3. Workers' Compensation and Employers' Liability: Workers' Compensation coverage with statutory limits and Employers' Liability limits of \$500,000 per accident.

### **6.3 Deductibles and Self-Insured Retentions**

Any deductibles or self-insured retentions must be declared to and approved by the Village. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Village, its officials, agents, employees and volunteers; or the CONSULTANT shall produce or procure a bond guaranteeing payment of losses and related investigation, claim administration, and defense expenses.

### **6.4 Other Insurance Provisions**

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages
  - A. The "*Village of River Forest, its officials, agents, employees and volunteers*" are to be covered as insureds as respects: Liability arising out of activities performed by or on behalf of the CONSULTANT; products and completed operations of the CONSULTANT; premises owned, leased or used by the CONSULTANT; or automobiles owned, leased, hired or borrowed by the CONSULTANT. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officials, agents, employees, or volunteers.
  - B. The CONSULTANT'S insurance coverage shall be primary insurance as respects the Village, its officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the Village, its officials, agents, employees, or volunteers shall be excess of CONSULTANT'S insurance and shall not contribute with it.
  - C. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Village, its officials, agents, employees, or volunteers.
  - D. Coverage shall state that CONSULTANT'S insurance shall apply separately to each insured against whom claim is made of suit is brought, except with respect to the limits of the insurer's liability.
  - E. If any commercial general liability insurance is being provided under an excess or umbrella liability policy that does not "follow form," then the CONSULTANT shall be required to name the Village, its officials, agents, employees, or volunteers as additional insureds. A copy of the actual additional insured endorsement shall be provided to the Village.
2. Workers' Compensation and Employers' Liability Coverages

The insurer shall agree to waive all rights of subrogation against the Village, its officials, agents, employees, and volunteers for losses arising from work performed by CONSULTANT for the Village.

3. All Coverages

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, cancelled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Village.

**6.5 Acceptability of Insurers**

Insurance is to be placed with insurers with a Best's rating of no less than A-, VII and licensed to do business in the State of Illinois.

**6.6 Verification of Coverage**

The CONSULTANT shall furnish the Village annually with a certificate of insurance naming the "*Village of River Forest, its officials, agents, employees, and volunteers as an additional insureds,*" and with original additional insured endorsement affecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements may be on forms provided by the Village and are to be received and approved by the Village before the work commences. The Village reserves the right to request full certified copies of the insurance policies. The certificates shall provide that no change in, or cancellation of coverage shall take effect without at least thirty (30) days' prior written notice to the Village. The Village reserves the right to request full certified copies of the insurance policies.

**6.7 Subconsultants**

CONSULTANT shall include all subconsultants as insureds under its policies or shall furnish separate certificates and endorsements for each subconsultants. All coverages for subconsultants shall be subject to all of the requirements stated herein.

**SECTION 7: COMPLIANCE WITH LAWS:** CONSULTANT agrees to comply with all federal, state and local laws, ordinances, statutes, rules and regulations including but not limited to the Illinois Human Rights Act as follows: CONSULTANT hereby agrees that this contract shall be performed in compliance with all requirements of the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., and that the CONSULTANT and its subconsultants shall not engage in any prohibited form of discrimination in employment as defined in that Act and shall maintain a sexual harassment policy as the Act requires. The CONSULTANT shall maintain, and require that its subconsultants maintain, policies of equal employment opportunity which shall prohibit discrimination against any employee or applicant for employment on the basis of race, religion, color, sex, national origin, ancestry, citizenship status, age, marital status, physical or mental disability unrelated to the individual's ability to perform the essential functions of the job, association with a person with a disability, or unfavorable discharge from military service. CONSULTANT and all subconsultants shall comply with all requirements of

the Act and of the Rules of the Illinois Department of Human Rights with regard to posting information on employees' rights under the Act. CONSULTANT and all subconsultants shall place appropriate statements identifying their companies as equal opportunity employers in all advertisements for workers to be employed in work to be performed under this contract.

The CONSULTANT shall obtain all necessary local and state licenses and/or permits that may be required for performance of the WORK and provide those licenses to the VILLAGE prior to commencement of the WORK.

**SECTION 8: NOTICE:** Where notice is required by the CONTRACT DOCUMENTS it shall be considered received if it is delivered in person, sent by registered United States mail, return receipt requested, delivered by messenger or mail service with a signed receipt, sent by facsimile or e-mail with an acknowledgment of receipt, to the following:

To the VILLAGE:

\_\_\_\_\_  
Village of River Forest  
400 Park Avenue  
River Forest, Illinois 60305  
Telephone: 708-366-8500  
Facsimile: 708-366-3702  
e-mail: \_\_jpape@vrf.us

To the CONSULTANT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
e-mail: \_\_\_\_\_

or to such other person or persons or to such other address or addresses as may be provided by either party to the other party.

**SECTION 9: STANDARD OF SERVICE:** Services shall be rendered to the highest professional standards to meet or exceed those standards met by others providing the same or similar services in the metropolitan Chicago area. Sufficient competent personnel shall be provided who with supervision shall complete the services required within the time allowed for performance. The CONSULTANT'S personnel shall, at all times present a neat appearance and shall be trained to handle all contact with Village residents or Village employees in a respectful manner. At the request of the Village Administrator or a designee, the CONSULTANT shall replace any incompetent, abusive or disorderly person in its employ.

**SECTION 10: PAYMENTS TO OTHER PARTIES:** The CONSULTANT shall not obligate the VILLAGE to make payments to third parties or make promises or representations to third parties on behalf of the VILLAGE without prior written approval of the Director of Public Works or a designee.

**SECTION 11: COMPLIANCE:** The CONSULTANT shall comply with all of the requirements of the Contract Documents, including, but not limited to, the Illinois Prevailing Wage Act where applicable and all other applicable local, state and federal statutes, ordinances, codes, rules and regulations.

**SECTION 12: LAW AND VENUE**: The laws of the State of Illinois shall govern this Contract and venue for legal disputes shall be Cook County, Illinois.

**SECTION 13: MODIFICATION**: This Contract may be modified only by a written amendment signed by both PARTIES.

**SECTION 14: COUNTERPARTS**: This Contract may be executed in two (2) or more counterparts, each of which taken together, shall constitute one and the same instrument.

This Contract shall become effective on the date first shown herein and upon execution by duly authorized agents of the parties.

FOR: THE VILLAGE

FOR: THE CONSULTANT

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**CERTIFICATION OF  
SEXUAL HARASSMENT POLICY**

\_\_\_\_\_ hereby certifies that said Consultant/Vendor has a  
(Consultant)

written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105 (A) (4).

Consultant/Subconsultant: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_

Title of Authorized Representative: \_\_\_\_\_

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

Date: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

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



**CERTIFICATION OF  
SUBSTANCE ABUSE PREVENTION PROGRAM**

\_\_\_\_\_ hereby certifies that said Consultant/Vendor has a  
(Consultant)

written substance abuse prevention program/policy in place in full compliance with 820 ILCS  
265/ which may be cited as the Substance Abuse Prevention on Public Works Projects Act, Public  
Act 95-0635.

Consultant/Subconsultant: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_

Title of Authorized Representative: \_\_\_\_\_

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

Date: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

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

# Village of River Forest POLICE



## DEPARTMENT MEMORANDUM

**TO:** Eric Palm- Village Administrator

**FROM:** Gregory Weiss- Chief of Police

**DATE:** November 7, 2017

**SUBJECT:** October 2017 Monthly Report

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### Crime Statistics

The month of October showed an increase in Part I and a decrease in Part II reported crimes. Part I offenses increased by 14 reported crimes compared to October 2016.

Conversely Part II offenses decreased by 15 reported crimes compared to the same time last year. Overall activity (Events) has increased by 16% compared to year to date 2016.

	Oct 2016	Oct 2017	Diff. +/-	% +/-	YTD 2016	YTD 2017	Diff. +/-	% +/-
<b>Part I*</b>	20	34	14	70%	272	260	-12	-4%
<b>Part II**</b>	62	47	-15	-24%	703	758	55	8%
<b>Reports***</b>	177	176	-1	.01%	1728	1835	107	6%
<b>Events****</b>	2201	2067	-134	-6%	19920	23186	3266	16%

\*Part I offenses include homicide, criminal sexual assault, robbery, aggravated battery, burglary, theft, and motor vehicle theft.

\*\*Part II offenses include simple battery, assault, criminal trespass, disorderly conduct, and all other misdemeanor and traffic offenses.

\*\*\* Reports (new category) include total number of reports written by officers during the month. This data was compiled beginning in Sept. 2015

\*\*\*\*Events (new category) include all activities conducted by officers, including foot patrols, premise checks, traffic stops and all other calls for service not included as PART I and PART II offenses.

## Town Center

The police department conducted 174 calls for service at the Town Center properties; of those calls there were ten (10) reported crimes which included seven (7) retail thefts, one (1) burglary to auto, one (1) theft and one motor vehicle theft.

## Community Support

On October 14<sup>th</sup> the police department participated in the Annual Fire Dept. Open House. Officer Czernik represented the police department with a bicycle safety presentation. The attendance this year was lower than past events due to the rain, but it received positive feedback from those who did attend.



On Oct. 18<sup>th</sup> the police department hosted Alcohol Compliance Check training. This training is mandatory to receive grant funds to conduct alcohol compliance checks at retail establishments that sell liquor.

On Oct. 19<sup>th</sup>, our School Resource Officer fulfilled the Lincoln PTO fundraiser police ride-to-school. Off. Czernik provided the raffle winner, a third grader and her middle school brother a ride in a police car. This is the third year the police department participated in this fundraiser which offers a chance to positively interact with the youth in the community.

On Halloween the police department provided additional patrols during trick or treating hours. Fortunately there were no significant events during those hours.

Upcoming Special Events for November:      None Requested

<b>Active Solicitor Permits</b>		
<b>Individual or Organization</b>	<b>Description</b>	<b>Expires</b>
<b>WeedMan</b>	<b>Lawn Care</b>	<b>22-Mar-18</b>
<b>Power Home Remodeling</b>	<b>Home Repair</b>	<b>21-Apr-18</b>
<b>Renewal By Anderson</b>	<b>Window Installation</b>	<b>2-May-18</b>
<b>Point Pest Control</b>	<b>Pest Control</b>	<b>11-Aug-18</b>

## **Budget and Fiscal Monitoring**

**October 1- October 31, 2017**

During the month of October, parking citation revenue was below the estimated monthly projection by \$1,066. Administrative tow revenue is higher than the projected revenue for the fiscal year. Overtime was above the anticipated average for the month; however this expenditure is still below the anticipated YTD average.

### **Revenue/Expenditure Summary**

<b>Category</b>	<b>Total # Paid 10/17</b>	<b>Total # paid FY18 Y-T-D</b>	<b>Expenditure/ Revenue 10/17</b>	<b>FY18 Y-T-D Expenditure/Revenue</b>
<b>Parking/Compliance Citations</b>	<b>309</b>	<b>1,607</b>	<b>\$13,575</b>	<b>\$75,085</b>
<b>Admin. Tows</b>	<b>20</b>	<b>148</b>	<b>\$10,000</b>	<b>\$73,500</b>
<b>Local Ordinance</b>	<b>6</b>	<b>35</b>	<b>\$830</b>	<b>\$6,245</b>
<b>Overtime</b>	<b>236hrs</b>	<b>1,064 hrs.</b>	<b>\$13,575</b>	<b>\$68,271</b>

### **Significant Arrests:**

#### **17-01680: Retail Theft & Possession of Drug Paraphernalia:**

On October 04, 2017 River Forest Officers responded to Whole Foods located at 7245 Lake St. in reference to a Retail Theft. When officers arrived store loss prevention had a 36 year old female from Marengo detained for stealing \$81.37 worth of store merchandise. The female was also in possession of a glass pipe commonly used to ingest a controlled substance. She was charged with Retail Theft and Possession of Drug Paraphernalia. She was released on an I-Bond.

#### **17-01691: Burglary to Auto:**

On October 08, 2017 River Forest officers stopped a 23 year old Bellwood man (on parole) on foot and a 19 year old Chicago man on a bicycle in the area of Lake and Forest. The subjects were found to be in possession of items stolen from vehicles in Forest Park. During an investigation officers found them to be in possession of power tools, the stolen bicycle, and other items from several vehicles and garages on the south side of River Forest. Both subjects were charged with Burglary and Theft and transported to Maybrook Courthouse for bond hearing.

#### **17-01741: Retail Theft & Possession of Drug Paraphernalia:**

On October 16, 2017 a River Forest Officer was conducting a foot patrol inside of the Jewel/Osco located at 7525 Lake St. when he was approached by the store manager who advised him that a subject just left the store after committing a Retail Theft. The subject, a 33 year old male from Chicago Heights was stopped a couple blocks from the store and positively identified as the person who took \$79.80 worth of merchandise from the store. He was charged with Retail Theft and Possession of Drug paraphernalia. The subject was released on an I-Bond.

**17-01747: Disorderly Conduct/Aggravated Assault Arrest:**

On October 17, 2017, River Forest units were dispatched to Forest and Lake St for a disorderly conduct in progress call (subject urinating in the park). Complainant wanted to sign a complaint because the subject had yelled at him and became confrontational after the caller told him he shouldn't urinate in the park. Officers located a 28 year old Chicago resident who was confrontational with the officers, yelling profanities and taking a fighting stance. He was taken into custody and taken into the station. The subject was charged with aggravated assault, obstructing and disorderly conduct and was released on bond.

**17-01770:Aggravated Assault:**

On October 23, 2017 River Forest Officers responded to a dental office on North Ave. in reference to a disturbance caused by a patient. Upon arrival officers observed a 64 year old male from River Forest reach over the receptionist counter and almost make physical contact with the doctor who is over the age of 60. It was later determined that the male from River Forest slapped the doctor's clipboard out of his hand, and verbally threatened him. He was charged with Aggravated Assault and released on an I-Bond.

**17-01818: Aggravated DUI and Possession of a Controlled Substance:**

On October 30, 2017 a River Forest officer stopped a vehicle near the Dunkin Donuts at Harlem and Circle for moving violations. The driver, a 19 year old man from Bellwood, was found to be driving without a valid license and under the influence of drugs. During a search, the officer recovered cannabis, open alcohol, and prescription medication that the driver did not have a prescription. The State's Attorney's office approved charges for felony Driving Under the Influence of Drugs. The driver was charged with Aggravated DUI, Possession of a Controlled Substance, No Valid Driver's License, and a Local Ordinance Violation for Possession of Cannabis. He was transported to Maybrook for bond hearing.

The following chart summarizes and compares the measured activity for all three patrol watches during the month of October 2017:

	Midnights 2230-0630	Day Watch 0630-1430	Third Watch 1430-2230
Criminal Arrests	5	3	6
Warrant Arrests	5	3	2
DUI Arrests	12	0	0
Misdemeanor Traffic	10	4	3
Hazardous Moving Violations	80	25	23
Compliance Citations	21	25	26
Parking Citations	114	67	5
Traffic stop Data Sheets	118	161	124
Local Ordinance Citations	2	0	1
Field Interviews	43	46	55
Premise Checks/Foot Patrols	250	217	304
Written Reports	31	80	92
Administrative Tows	17	2	1
Booted Vehicles	0	0	0
Sick Days	3	6	5.5

## Detective Division

During the month of October, the Detective Unit opened up/reviewed thirty (30) cases for potential follow-up. Of those cases, eleven (18) were Administratively Closed or Suspended, one (1) was Exceptionally Cleared and twelve (11) are Pending. The Unit also continued to investigate open cases from previous months.

### Year to Date Arrest Statistics

Quantity Arrested	# Felony Charges	# Misdemeanor Charges	# Warrants
33	10	22	1

### October 2017 Case Assignment Summary

Part I	# Cases	Cleared by Arrest	Adm Closed	Screen Out	Susp	Except	Pend	Refer	Unfound
Armed Robbery	3						3		
Burglary-Auto	2		2						
Burglary-Garage	8		5				3		
Burglary-Residential	1						1		
Motor Vehicle Theft	2		1				1		
Theft	5		2				3		
<b>Total Part I</b>	<b>21</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>0</b>
Part II	# Cases	Cleared by Arrest	Adm Closed	Screen Out	Susp	Except Clear	Pend	Refer	Unfound
Fleeing/Eluding	0								
Harassment-Electronic	0								
Retail Theft	5		4			1			
Suspicious Incident	0								
<b>Total Part II</b>	<b>5</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTALS</b>	<b>26</b>	<b>0</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>11</b>	<b>0</b>	<b>0</b>

## Training

During the month of October 2017, the Department sent sixteen (16) Police Officers for a total of four hundred and sixty-four (464) hours of training. The information detailing the courses and total training time is listed below.

Officer Name	Course Title	Start	End	Hours
Balaguer	Child Passenger Safety Technician	10/25/2017	10/27/2017	24
Bowman	Crisis Communication	10/16/2017		8
Carroll	Responding to Alzheimer's and Related Dementia	10/26/2017		4

<b>Officer Name</b>	<b>Course Title</b>	<b>Start</b>	<b>End</b>	<b>Hours</b>
Casey	Breachpoint	10/18/2017		8
Cassidy	Child Passenger Safety Technician	10/25/2017	10/27/2017	24
Czernik	De-Escalation and Smarter Policing for Changing Times	10/03/2017		8
Czernik	Opioid Overdose and Anaphylaxis Response	10/06/2017		4
Czernik	Alcohol Compliance Check Training	10/17/2017	10/18/2017	16
Fields	Crisis Communication	10/16/2017		8
Fields	Ethnic and Cultural Awareness for Patrol Officers	10/19/2017		8
Fries	Responding to Alzheimer's and Related Dementia	10/26/2017		4
Greenwood	Fundamentals of Grant Writing	10/13/2017		8
Greenwood	Child Passenger Safety Technician	10/25/2017	10/27/2017	24
Humphreys	Sex Crimes Investigations	10/03/2017	10/04/2017	16
Humphreys	Opioid Overdose and Anaphylaxis Response	10/06/2017		4
Humphreys	40 Hour Basic Truck Weight Enforcement (Truck 1)	10/09/2017	10/13/2017	40
Humphreys	Portable Weight Scale Certification	10/14/2017		4
Humphreys	Breachpoint	10/18/2017		8
Humphreys	40 Hour Basic Evidence Technician	10/23/2017	10/27/2017	40
Labriola	Illinois Homicide Investigators Association Conference	10/10/2017	10/11/2017	16
Labriola	Arrest, Search, and Seizure for Sergeants and Lieutenants	10/16/2017	10/18/2017	24
Laird	Sex Crimes Investigations	10/03/2017	10/04/2017	16
Laird	Fundamentals of Grant Writing	10/13/2017		8
Landini	40 Hour Basic Truck Weight Enforcement (Truck 1)	10/09/2017	10/13/2017	40
Landini	Portable Weight Scale Certification	10/14/2017		4
Landini	Child Passenger Safety Technician	10/25/2017	10/27/2017	24
Ransom	Ethnic and Cultural Awareness for Patrol Officers	10/19/2017		8
Swierczynski	Supervising and Managing the Field Training Process (Sokolove)	10/10/2017	10/13/2017	32
Swierczynski	Arrest, Search, and Seizure for Sergeants and Lieutenants	10/16/2017	10/18/2017	24
Szczesny	De-Escalation and Smarter Policing for Changing Times	10/03/2017		8
<b>16</b>	<b>Total</b>			<b>464</b>



## MEMORANDUM

TO: Eric J. Palm  
Village Administrator

*Kurt Bohlmann*

FROM: Kurt Bohlmann  
Fire Chief

DATE: November 3, 2017

SUBJECT: Monthly Report – October – 2017

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The Fire Department responded to 191 calls during the month of October. This is well above our average number of calls in comparison to 2016. We experienced 12 fire related calls in this month. Emergency Medical Service calls represent 54% of our response activity for the month of October.

<b>Incident Group</b>	<b>Count</b>
100 – Fire	12
200 – Rupture/Explosion	0
300 – Rescue/EMS	104
400 – Hazardous Condition	7
500 – Service Calls	9
600 – Good Intent	23
700 – False Alarm	36
800 – Severe Weather	0
900 – Special Incidents	0

The month of October is always a big month for the Fire Department. Fire Prevention Week was the week of October 8-14. The Fire Department hosted our annual open house on October 14<sup>th</sup>. Despite the inclement weather, over 100 people showed up.





Fire Marshal Wiley and Chief Bohlmann attended the Illinois Fire Sprinkler Association awards ceremony in Woodridge.

Chief Bohlmann assisted the National Fire Protection Association (NFPA) and the Home Fire Sprinkler Association with the production of a short film. This film is an update version of a movie made by NFPA in the 70's called "Fire Power". The film shows the advantages of sprinklers in the home and the outcomes of fires in sprinklered homes vs. non-sprinklered homes. The difference in results is quite dramatic. Filming took place in Beecher, IL.

As the weather gets cold, the Fire Department recommends that everyone have their furnaces and boilers serviced. A few dollars in maintenance can prevent a large dollar loss from a fire.

### **Officers Meeting**

Topics discussed during our monthly department officers meeting include:

Operating Directives

Personnel

Hydrant Testing

Open House

Apparatus

Vehicle Fire Documentation

PD Injuries

### **Incidents of Interest**

The month of October was a busy month for fires. 12 fires is well above our normal monthly rate.

This month, we had a small dryer fire in town that, thankfully, went out on its own. This is a good time to remind everyone that dryer vents need to be cleaned periodically to prevent lint fires.

See details below.

### **Suppression Activities**

For the month of October, we responded to 191 emergency calls, which is well above our normal amount of calls. Of this total, 12 were fire related incidents. Six of these fire incidents occurred in River Forest

The first fire incident was a car fire in River Forest. A CVS employee extinguished the fire prior to the Fire Department's arrival.

The second fire was also a car fire in River Forest. The vehicle had been in an accident earlier and leaking fluids caused a fire in the engine compartment. River Forest crews put the fire out with an extinguisher. The vehicle suffered moderate damage (\$2,000.00).

The third fire was a dryer fire in River Forest. The fire was caused by a buildup of lint and self-extinguished before fire crews arrived.

The fourth fire was also dryer fire in Forest Park. River Forest crews stood by until released.

The fifth fire was an exterior light fixture on Parmer Hall at Dominican University. River Forest crews put the fire out with an extinguisher. Damage was estimated at \$1,000.00.

The sixth fire was a compost pile in the rear of 914 Bonnie Brae. River Forest crews used an extinguisher to put out the fire.

There were three building fires in Forest Park and one in Oak Park this month. River Forest crews performed various duties at these fires, including extinguishment, primary search, shutting off utilities, and overhaul.

Chief Bohlmann responded to Cicero to assist with command for a second alarm fire.

The last fire was a cooking fire in River Forest. No damage occurred.

### **Training**

This month the department participated in various training activities such as:

All shifts continued working with probationary members on our procedures

All shifts continued assigned building inspections

All shifts working on familiarizing themselves with new Engine 213

Loyola CE was Potpourri and Pot

Div 11 Haz Mat drills. 10/30 in North Riverside. Subject was Zumuro tent and heater setup. 10/31 was in Cicero BNSF railyard. Subject was HazMat trailer and foam

Div 11 TRT drill in Stickney. Subject was climbing a crane and rappelling

Cicero hosted drill on the 24<sup>th</sup>, 25<sup>th</sup> and 26<sup>th</sup>. Some members attended. Subjects were fire simulation with smoke, forcible entry, roof ventilation and RIT

FF/PM Seablom attended FAE class in Romeoville

Open house was on 10/14

All shifts performed fire safety talks at various pre-schools and at station

### **Paramedic Activity**

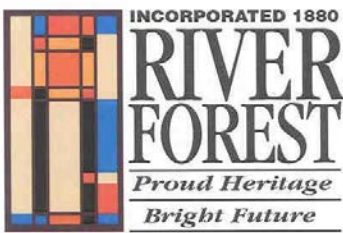
We responded to 104 ambulance calls making contact with 119 patients for the month of October, which is well above our monthly average number of EMS calls. Of this total, 39 patients were classified as ALS, 78 were BLS and 2 were invalid assists. 36 of the 78 BLS patients refused treatment and/or transport.

A detailed monthly EMS report is available for review.

### **Fire Prevention**

During the month of October, the Fire Prevention Bureau conducted 4 inspections, 3 construction inspections, and 14 Company Inspections with 21 Violations noted and 51 violations corrected.

A detailed monthly Fire Prevention report is available for review.



## MEMORANDUM

**DATE:** November 2, 2017  
**TO:** Eric J. Palm, Village Administrator  
**FROM:** John Anderson, Director of Public Works  
**SUBJECT:** Monthly Report – October 2017

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### Executive Summary

In the month of October the department of Public Works continued with fall operations and began to focus on leaf collection throughout the Village. Staff performed ongoing maintenance tasks with a heavy emphasis on leaf collection. There were also a large amount of capital projects completed. The street patching, pavement rejuvenation, thermoplastic striping, sewer relining, and water main replacement projects were all completed in October. Each of these projects presented their own unique challenges, but were completed within budget and within the allowed timeframe. While this work was underway the planning for capital improvements for next year has begun with a focus on the design of Chicago Avenue and the next alley reconstruction project. The repaving work being performed by IDOT is continuing. The final phase of this work will include adjusting the frames and lids of manholes and placing the final layers of asphalt on the roadway. Village staff has also been monitoring this project to ensure IDOT is keeping the area clear of debris and providing sufficient restoration of right-of-way areas adjacent to resident's properties.

Public Works Items Approved by the Village Board of Trustees in October:

- Traffic & Safety Commission
  - Approve Recommendation to Convert Four Existing Parking Spaces on the South Side of North Avenue Between Lathrop Avenue and Ashland Avenue to Two-hour Time-Limit Spaces – Ordinance
  - Approve Recommendation to Renew Existing Crosswalk Striping and Formally Request that IDOT Install Two-Sided Crosswalk Signs and Advanced Crosswalk Signs at the Intersection of Lake Street and Keystone Avenue
- Approve Change Order # 1 (Final) for the 2017 Curb & Sidewalk Program for \$8,988.89 – Resolution
- Approve Change Order #1 (Final) for the 2017 Sewer Relining Program for \$43,777.50 – Resolution

## Engineering Division Summary

- Received and processed 5 grading permits
- Conducted monthly Combined Sewer Overflow (CSO) inspection
- Completed construction on the 2017 Street Patching Project
- Completed construction on the 2017 Water Main Improvements Project
- Completed construction on the 2017 Pavement Rejuvenation Project
- Completed construction on the 2017 Sewer Lining Project
- Completed construction on the 2017 Thermoplastic Striping Project
- Began preliminary design work on the Water System Modeling Project
- Continued design/permitting phase work for Chicago Ave Resurfacing Project
- Continued design of 2017 Alley Improvement Project
- Attended a Planit Green Lunch and Learn about Flood Mitigation and Stormwater Strategies
- Attended IDOT training on ADA Self-Evaluation and Transition Plans

## Public Works – Operations

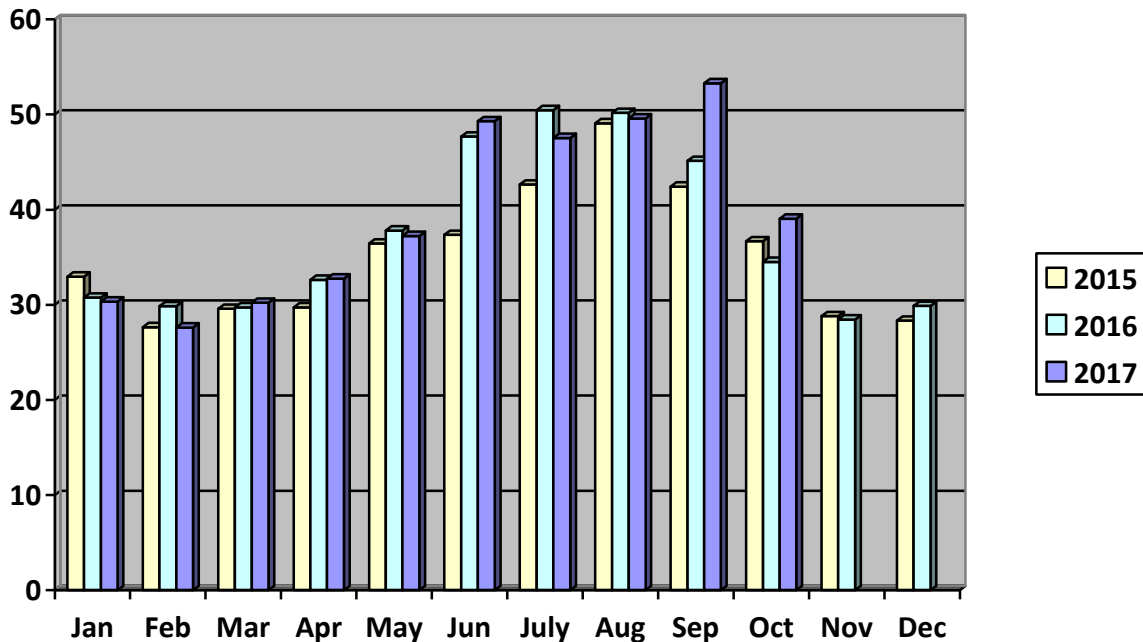
The following is a summary of utility locate requests received from JULIE (Joint Utility Locating Information for Excavators) and work orders (streets, forestry, water, sewer, etc.) that were received and processed during the past 12 months:

	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct
Utility Locates	106	46	35	52	114	199	207	228	131	177	170	123
Work orders	12	24	16	16	27	39	54	57	64	54	30	29

## Water and Sewer

Monthly Pumpage: October's average daily pumpage of 1.26 million gallons (MG) is higher than October's average of 1.12 MG in 2016.

Volume of Water Pumped into the Distribution System (Million Gallons)



In the month of October Water Division personnel continued the replacement of batteries within MXUs (water meter reading devices) based on the errors in the meter reading reports performed each month. Residents and businesses were notified of backflow violations, they were given notice to comply or have the water shut off on a specific date for non-compliance. The purpose of this program is to remain in compliance with IEPA requirements.

The Promenade townhouse development had a review of all 30 b-box curb stops inspected for operation performed by water operator Dan Raddatz. An excel file was created that listed the issues with each townhouse's b-box curb stop where repairs are needed and this is being submitted to the contractor by the Building department. There were also two re-inspections performed in October.

All of the newly install hydrants, valves, and b-boxes were inspected at River Oaks and Auvergne where the new water main was recently installed. There was no need for any adjustments to be made on any of the 26 items.

A water service leak occurred at 735 Jackson Avenue and was repaired by Suburban General Construction. The 1 ½" line was replaced to the main in the street in copper since it was lead service.

On 10/8 a water main break occurred at 7965 Chicago Avenue and was repaired by Suburban General Construction.

The resident at 923 Lathrop was informed that they had a service line break on October 12<sup>th</sup>. The service line repairs were the responsibility of the homeowner. All repair work was performed on October 16<sup>th</sup>.

The Water Division personnel performed these additional tasks in October:

- Installed 9 meters
- Responded to 221 service calls
- Responded to 1 water main break
- Responded to 2 service line breaks
- Exercised 11 water system valves

Streets and Forestry

Staff in the Streets and Forestry division focused heavily on leaf removal and street sweeping. These are the details of the tasks performed frequently in the month of October:

<b>Description of Work Performed</b>	<b>Quantity</b>
Trees Trimmed	8
Trees Removed	1
Street Sweeping (curb miles)	77
Sign Repairs/Fabrication	4
Leaf Removal (tons)	266.4





Village of River Forest  
Village Administrator's Office  
400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

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## MEMORANDUM

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Date: November 2, 2017

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Building & Zoning Report - October, 2017

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The Village issued 119 permits in October, 2017, compared to 140 during the same month in 2016. Permit revenue collected in October, 2017 totaled \$15,323, compared to an updated amount of \$31,302 in September. Fiscal Year total permit revenue has now reached 60% of the \$475,000 projected for FY 17-18.

### Planned Development Project Updates

Below please find a summary of the status of approved planned development permits as well as certain pending applications.

#### *Approved:*

- The Promenade (7820 W. Madison Street - Approved July 13, 2015) – Construction and inspection of the unoccupied townhomes and project site continues. Under the Planned Development Ordinance construction must be completed by April 13, 2018 for the planned development permit to remain valid. A model unit is open and occupancy has now been granted to three of the 29 units. Staff continues to work with the developer to ensure that the conditions of partial occupancy are met. The developer proposed changes to the landscaped “courtyard” area and once the final proposed landscape plan was received it was determined that this amendment could be, and was, approved administratively.
- St. Vincent’s Church (1530 Jackson - Approved March 23, 2016) – Construction on this project is underway. Under the Planned Development Ordinance, construction must be completed by September 23, 2018 for the planned development permit to remain valid. The church is seeking relief from a condition of approval regarding the color of the windows. That matter was heard by the DRB at an October 26, 2017 public hearing since it is considered a major amendment and will be presented to the Village Board of Trustees for a final vote on November 13, 2017.
- Concordia University Residence Hall (Bonnie Brae Place - Approved July 12, 2016) – As of mid-August CUC was provided a temporary certificate of occupancy for the

dormitory floors one through three with conditions regarding the installation of certain emergency communication equipment and accessibility requirements. CUC and the Village staff continue to work through these issues and expect that they will be resolved by the end of the calendar year. Construction of floors four and five are expected to commence ahead of schedule. Under the Planned Development Ordinance, construction must be completed by April, 2019 for the planned development permit to remain valid.

- Fenwick Artificial Turf Field (Approved September 26, 2016) - Construction on this project is underway. Fenwick reports that work on this project is expected to conclude in the fall of 2017. Work must be completed by June 26, 2019 for the planned development permit to remain valid. This project is nearly complete and staff anticipates that final inspections will be conducted in November.
- The Avalon (Bonnie Brae Condominiums - 1101-1111 Bonnie Brae Place - Approved November 17, 2016) – The developer has submitted construction drawings for review and comments have been returned. Under the Planned Development Ordinance, the developer must commence construction by February 17, 2018 for the planned development permit to remain valid.

*Pending:*

- Concordia University Cell Tower (7400 Augusta) - The University introduced the project to the Village Board on January 9, 2017, regarding a possible increase to the height of a portion of the parking garage to allow for the installation of an additional cellular antenna. A neighbor meeting was held on March 15, 2017. A pre-filing conference with the Development Review Board was held on April 6, 2017 to consider the University’s request for waivers of several application requirements. The University continues to work with the cellular service carrier to fine tune the plans before the application will be presented.

**Permit and Real Estate Transfer Activity Measures**

**Permits**

Month	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
May	101	113	124	178	128
June	99	104	144	179	153
July	76	112	150	140	194
August	105	84	144	145	123
September	83	111	180	130	152
October	82	120	149	140	119
November	62	55	72	98	
December	39	43	79	55	
January	23	24	66	107	
February	27	22	67	87	
March	47	41	109	120	
April	93	78	97	148	

<b>Two Month Comparison</b>		<b>231</b>	<b>329</b>	<b>270</b>	<b>271</b>
<b>Fiscal Year Total</b>	<b>837</b>	<b>907</b>	<b>1,381</b>	<b>1,527</b>	<b>869</b>

### Real Estate Transfers

	<b>October 2017</b>	<b>October 2016</b>	<b>FY 2018 Total</b>	<b>FY 2017 Total</b>
<b>Transfers</b>	19	12	118	256

### Residential Property Demolition

	<b>October 2017</b>	<b>FYTD 2018 Total</b>	<b>FY 2017 Total</b>	<b>FY 2016 Total</b>
<b>Residential Demolitions</b>	0	1	7	3



**MEMORANDUM**

Date: November 7, 2017  
 To: Eric Palm, Village Administrator  
 From: Lisa Scheiner, Assistant Village Administrator  
 Subj: Village-Wide Performance Measurement Report – October 2017

Building Department Performance Measures	FY 2017 Actual	FY 2018 Goal	October Actual	FY 2018 YTD
Plan reviews of large projects completed in 21 days or less	62% (93 of 151)	95%	91% (10 of 11)	77% (56 of 73)
Average length of review time for plan reviews of large projects	N/A	>21	16 days	16.1 days (Monthly Avg)
Re-reviews of large projects completed in 14 days or less	72% (128 of 177)	95%	100% (10 of 10)	79% (84 of 106)
Average length of review time for plan re-reviews of large projects	N/A	>14	8.4 days	8.5 days (Monthly Avg)
Plan reviews of small projects completed in 7 days or less	100% (181 of 181)	95%	100% (23 of 23)	100% (158 of 158)
Express permits issued at time of application	100% (216 of 217)	100%	100% (22 of 22)	100% (151 of 151)
Inspections completed within 24 hours of request	100% (1796 of 1796)	100%	100% (181 of 181)	100% (1270 of 1270)
Contractual inspections passed	89% (1592 of 1796)	80%	94% (170 of 181)	87% (1102 of 1270)
Inspect vacant properties once per month	100% (395 of 395)	100%	100% (23 of 23)	100% (180 of 180)
Code violation warnings issued	N/A	N/A	14	115
Code violation citations issued	N/A	N/A	3	43
Conduct building permit survey quarterly	4	1 per quarter	0	2
Make contact with existing business owners	60	5/month 60/year	5	30

<b>Fire Department Performance Measures</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Goal</b>	<b>October Actual</b>	<b>FY 2018 YTD</b>
Average fire/EMS response time for priority calls for service (Includes call processing time)	4:04 minutes	5 Min	4:13 minutes	3:50 minutes
Customer complaints and/or public safety professional complaints	0%	<1%	0%	0%
All commercial, multi-family and educational properties inspected annually	319	335 inspections	17	578
Injuries on duty resulting in lost time	0	<3	0	3
Plan reviews completed 10 working days after third party review	5.39 days on average	<10	9.5 days on average	5. days on average
Complete 270 hours of training for each shift personnel	8237.	4824	394.5	5413.5
Inspect and flush fire hydrants semi-annually	1716	892 annually	316	1440

<b>Police Department Performance Measures</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Goal</b>	<b>October Actual</b>	<b>FY 2018 YTD</b>
Average police response time for priority calls for service (Does not include call processing time)	3:57 minutes	4:00	5:46 minutes	4:04 minutes
Injuries on duty resulting in lost time	1	0 Days Lost	0	0
Reduce claims filed for property & vehicle damage caused by the Police Department by 25%	3	<3	0	0
Maintain positive relationship with the bargaining unit and reduce the number of grievances	1	0%	0	0
Reduce overtime and improve morale by decreasing sick leave usage	128.5 days	10% reduction	15 days	56 days
Track accidents at Harlem and North to determine impact of red light cameras	22 accidents	10% reduction	0 accidents	8 accidents
Decrease reported thefts (214 in 2012)	199	5% reduction	17	125
Formal Citizen Complaints	0	0	0	0
Use of Force Incidents	5	0	0	6
Send monthly crime alerts to inform residents of crime patterns and prevention tips	10	1 email/month; 12 emails/year	2	6

<b>Public Works Performance Measures</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Goal</b>	<b>October Actual</b>	<b>FY 2018 YTD</b>
Complete tree trimming/pruning service requests within 7 working days	95% (154 of 162)	95%	100% (13 of 13)	96% (126 of 131)
Complete service requests for unclogging blocked catch basins within 5 working days	100% (14 of 14)	95%	N/A (0 of 0)	100% (2 of 2)
Percent of hydrants out of service more than 10 working days	0.00% (0 of 4840)	<1%	0.00% (0 of 440)	0.00% (0 of 2640)
Replace burned out traffic signal bulb within 8 hours of notification	100% (4 of 4)	99%	N/A	N/A
Complete service requests for patching potholes within 5 working days	100% (12 of 12)	95%	N/A (0 of 0)	100% (9 of 9)
Repair street lights in-house, or schedule contractual repairs, within five working days of notification	98% (55 of 56)	95%	100% (4 of 4)	100% (22 of 22)
Safety: Not more than two employee injuries annually resulting in days off from work	2	≤2	0	0
Safety: Not more than one vehicle accident annually that was the responsibility of the Village	0	≤1	0	0
Televise 2,640 lineal feet of combined sewer each month from April – September	191% (35231 of 18480)	2,640/ month (15,840/ year)	N/A (0 of 0)	258% (34010 of 13200)
Exercise 25 water system valves per month	75% (205 of 275)	25/month (300/year)	44% (11 of 25)	91% (136 of 150)
Complete first review of grading plans within 10 working days	100% (87 of 87)	95%	100% (5 of 5)	100% (71 of 71)

N/A: Not applicable, not available, or no service requests were made



Village of River Forest  
 Village Administrator's Office  
 400 Park Avenue  
 River Forest, IL 60305  
 Tel: 708-366-8500

**MEMORANDUM**

Date: November 13, 2017  
 To: Catherine Adduci, Village President  
 Village Board of Trustees  
 From: Eric J. Palm, Village Administrator  
 Subj: Village Administrator's Report

Upcoming Meetings (all meetings are at Village Hall unless otherwise noted)

Tuesday, November 14	8:00 am	RF Businesses Comprehensive Plan Workshop
Tuesday, November 14	7:00 pm	Sustainability Commission Meeting
Wednesday, November 15	7:30 pm	Traffic & Safety Commission Meeting
Thursday, November 16	7:30 pm	Development Review Board Meeting
Monday, November 20	7:00 pm	Committee of the Whole Meeting (C.O.W.)
Thursday, November 23	ALL DAY	Thanksgiving Day – Village Hall Closed
Friday, November 24	ALL DAY	Thanksgiving Holiday – Village Hall Closed
Monday, November 27	7:00 pm	Village Board of Trustees Meeting

**\*\* Annual Employee Recognition and Holiday Luncheon - Friday, December 15**

Recent Payments of >\$10,000

In accordance with the purchasing policy, the following is a summary of payments between \$10,000 and \$20,000 that have occurred since the last Board meeting:

Vendor	Amount	Description
Griffin Systems, Inc.	\$17,100	East Replacement of 10 sets of PD Cameras
Homer Tree Care, Inc.	\$10,207	Contract Tree Removals
MOE Funds	\$14,676	PW Employee Health Insurance December 2017

There were no new Business Licenses issued.

Thank you.



**Village of River Forest**  
**Village Administrator's Office**

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

**MEMORANDUM**

Date: November 9, 2017

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: 1530 Jackson Avenue (St. Vincent Ferrer) – Planned Development Major Amendment Application

**Issue**

The Village Board approved Ordinance 2883 approving a Planned Development permit for the construction of an enclosed walkway on June 26, 2000 at St. Vincent Ferrer. The Village Board approved Ordinance 3588 on February 29, 2016, granting an amendment to the planned development to permit the construction of a 5,000 square foot addition for use as a multipurpose hall. This Ordinance included a condition that “The window mullions shall be colored putty or stone.” Minutes from the January 7, 2016 Public Hearing specify that the Development Review Board intended for the “putty” or “stone” color to match the color of the limestone on the church.

The Village Board also approved Ordinance 3622 on November 7, 2016, which amended the planned development to modify the exterior building materials, the roof of the building, and removed the condition that no HVAC equipment would be allowed to be placed on the roof. No other conditions of approval were modified or removed. In August, 2017, it was determined by Staff during an inspection of the property that the windows that had been installed were dark brown and did not comply with the condition of approval in the ordinance.

Pursuant to the Village Code requirements the Development Review Board (DRB) held a public hearing to consider the proposed major amendment and recommended, by a vote of 6-0 (with one member absent), that the major amendment not be granted. At its November 13, 2017, meeting the Village Board of Trustees will consider the enclosed Ordinance for a Planned Development Amendment Permit for 1530 Jackson Avenue.



## **Analysis**

The following occurred in accordance with the River Forest Municipal Code Planned Development provisions:

<u>Task</u>	<u>Date</u>
Technical Review Meeting with Staff	9/7/17
Legal Notice in Wednesday Journal	10/11/17
Notice of Public Hearing Mailed	10/11/17
Public Hearing Signage Posted at Site	10/11/17
Public Hearing Held	10/26/17
DRB Final Action Taken	10/26/17
Notice of Village Board Consideration Mailed	11/2/17

The proposed change does not impact traffic flow, parking or vehicle access so the traffic study was not modified. The Village's Police, Public Works and Fire Departments reviewed the major amendment application and concluded that it is not expected to impact any operating department.

The Village's Planning Consultant, John Houseal of Houseal Lavigne Associates, noted in his review of the requested amendment that, "From a planning perspective, this failure to comply will not materially change the functional aspect of the proposed building. However, failure to comply does have an impact on the visual and architectural compatibility of the building, and is in direct contrast to the intent, direction, and conditions placed on the development by the Development Review Board."

During the public hearing the applicant's architect testified that the Applicant intentionally ignored the specific condition of approval in Ordinance 3588 regarding the stone or putty window mullion color to be used on the exterior windows in the Project, because the Applicant believed that the dark brown color used was the best color for the exterior windows in the Project.

Based on this testimony, the DRB found that the dark brown windows lack congruity in color scheme and aesthetics between the multipurpose hall and the sanctuary. Further, the DRB found that it is not in the best interest of the Village or its residents to set a precedence to allow an *ex post facto* request for a change in a condition of approval after completion of construction of an improvement permitted in a Planned Development Permit.

## **Board Action**

The application failed to receive the approval of the DRB. Section 10-19-5(C)3 of the River Forest Code states that ordinance cannot be approved except by a favorable majority of all Trustees then holding office and would, therefore, require four votes. The Village President may not vote on this matter.

At the direction of the Zoning Administrator, an Ordinance has been prepared that reflects the events that have transpired thus far, holds the applicant accountable for the error and acknowledges the findings and recommendation of the Development Review Board. However, in an effort to expedite this matter an Ordinance approving the applicant's request to remove the condition regarding the window color has been prepared for the Board's consideration.

**Documents Attached**

1. Draft minutes of the October 26, 2017 Development Review Board Meeting;
2. Notice of Village Board of Trustees Meeting and Consideration of Planned Development Application
3. Ordinance Approving the Requested Amendment to the Planned Development Permit for 1530 Jackson Avenue;
4. Planned Development Amendment Application
5. Findings of Fact and Recommendation of the Development Review Board;

# St. Vincent Ferrer Catholic Church

Dominicans



## PUBLIC NOTICE

### VILLAGE BOARD CONSIDERATION OF PLANNED DEVELOPMENT APPLICATION #17-01

St. Vincent Ferrer, 1530 Jackson Avenue, River Forest, Illinois 60305.

Public notice is hereby given that on Monday, November 13, 2017 at 7:00 p.m. in the First Floor Community Room at the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois the Village Board of Trustees will consider the Development Review Board's recommendation to approve the following Planned Development application:

Application #17-01: Amendment to the Planned Development Granted in Ordinance 2883, as Amended by Ordinances 3588 and 3622. The Applicant, St. Vincent Ferrer, proposes to remove a condition of approval regarding the color of the exterior windows of the multipurpose hall and supporting spaces at St. Vincent Ferrer Church at 1530 Jackson Avenue, River Forest, Illinois 60305, located on the south side of North Avenue between Jackson Avenue and Lathrop Avenue.

The Development Review Board (DRB) held a Public Hearing on this matter on October 26, 2017 and, by a vote of 6-0, recommended to not approve the request for removal of the condition of the color of the exterior windows of the application.

Residents are welcome to attend the November 13, 2017 Village Board meeting and will be provided an opportunity to address the Village Board regarding the proposed project. A copy of the application and of the Development Review Board Findings of Fact can be found on the Village website at [www.vrf.us](http://www.vrf.us) no less than 48 hours prior to the meeting. Any questions regarding Application #17-01 or the planned development process may be directed to:

Lisa Scheiner  
Assistant Village Administrator  
400 Park Avenue, River Forest, Illinois 60305  
[lscheiner@vrf.us](mailto:lscheiner@vrf.us)  
(708) 714-3554

If you cannot attend the Village Board meeting but would like to provide comments to the Village Board, you may submit comments in writing, via letter or email, no later than Friday, November 10, 2017

Sincerely

Fr. Thomas McDermott, OP  
Pastor  
St. Vincent Ferrer Church

1530 Jackson Avenue, River Forest, Illinois 60305

Telephone (708) 366-7090 Fax (708) 366-7092 [www.svfparish.org](http://www.svfparish.org)

A parish in the Archdiocese of Chicago entrusted to the Dominican Friars of the Central Province, U.S.A.

**VILLAGE OF RIVER FOREST**  
**DEVELOPMENT REVIEW BOARD MEETING MINUTES**  
October 26, 2017

A meeting of the Village of River Forest Development Review Board was held at 7:30 p.m. on Thursday, October 26, 2017 in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois.

**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, Ryan, Fishman, Ruehle, O'Brien and Chairman Martin

Absent: Member Dombrowski

Also Present: Assistant Village Administrator Lisa Scheiner, Village Attorney Greg Smith

**II. APPROVAL OF MINUTES OF THE APRIL 6, 2017 DEVELOPMENT REVIEW BOARD MEETING**

A MOTION was made by Member O'Brien and SECONDED by Member Ruehle to approve the minutes of the April 6, 2017 Development Review Board Meeting.

Ayes: Members Crosby, Ryan, Fishman, Ruehle, O'Brien and Chairman Martin

Nays: None

Motion Passes.

**III. PUBLIC HEARING - Application #17-01 - Amendment to the Planned Development Granted in Ordinance 2883, as Amended by Ordinances 3588 and 3622 - St. Vincent Ferrer Multipurpose Hall (1530 Jackson Avenue)**

Chairman Martin explained the purpose of the hearing, the history of the Planned Development and amendments at this site, and the process that would be followed during the hearing.

Assistant Village Administrator Scheiner swore in all parties wishing to speak.

Nevin Hedlund, Nevin Hedlund Architects, stated that the application is presented because of a misunderstanding on the part of the applicant, St. Vincent, when a major amendment was granted to alter the design of the building and add a mansard roof. Mr. Hedlund stated that the rendering included in that application showed a dark window color and they wrongly assumed that this superseded the text in the ordinance that said the windows should be putty colored. He said they are before the Development Review Board (DRB) with a request that the planned development be amended to allow the dark colored windows to remain.

Mr. Hedlund distributed photographs and displayed a site plan that showed other buildings on campus with dark colored windows. The applicant thought it would be more appropriate for the addition to match the other supporting buildings with the darker colored mullions than the church, which has stone mullions supporting stained glass windows. He said that he and the applicant feel strongly that the dark brown windows that were installed are the right color. In addition to all of the standards that were met the last time, he thinks the color of the windows also meets and fulfills all of the standards required of the application that was approved. Mr. Hedlund said that he would be happy to answer questions.

Member Ryan asked if the applicant considered brown instead of black and if the windows have mullions. Mr. Hedlund stated that it is a dark brown color and that there are mullions.

In response to a question from Member Crosby regarding the color of the windows, Mr. Hedlund said that in the parish center and other areas of the campus windows have been replaced over the years. Some are dark bronze and others have been painted black.

Member Ruehle noted that the windows shown on ancillary buildings are rectangular but the windows on the addition were made to echo the gothic windows of the church. The contrast of the darker window is stark. Member Ruehle also noted that the color of the window was decided for a reason and called out in the conditions of approval.

Mr. Hedlund stated that if the window color was not in the approved text they would have chosen the dark color based on what they thought would look best for the building.

In response to questions from Chairman Martin, Mr. Hedlund confirmed that the dark colored window was included in the initial application, that the applicant had agreed to change it to a stone or putty color, and that it was set out in the DRB's recommendation and in the Ordinance that the Village passed. Chairman Martin noted that it was never changed and Mr. Hedlund agreed. Mr. Hedlund said his point was that when they did make the change to all stone masonry and roof, they wrongly assumed that they could have dark windows. Chairman Marin said there were several conditions set out in the approval and that the applicant did not ask that other conditions were not overturned or changed so he is having a hard time understanding how they could assume that there was a change granted without a change in the Ordinance. Chairman Martin also noted that Mr. Hedlund sat on the DRB as the ex-officio architect for a number of years that during that time it was common to attach conditions to the recommendations to the Village Board. Mr. Hedlund agreed. Chairman Martin stated that what the DRB did with St. Vincent's application was not unique.

Mr. Hedlund commented that the purpose of the process is to ensure high quality projects in River Forest. He said that he thinks that both the original and improved applications more than meet that standard and that having a darker window color still maintains the high quality and looks better.

In response to questions from Village Attorney Smith, Mr. Hedlund stated that the total project cost is a little over \$2,000,000 and that he did not know how much it would cost to replace the existing windows.

Chairman Martin stated that his concern is that it creates a problem for the DRB, Zoning Board and Village if a contractor or an owner completes an installation and asks the Village for permission to let them have it the way it was built instead of the way it was approved. He noted that the applicant is coming in after the fact to get permission for something the Village already said they cannot do.

Mr. Hedlund said that if it were him, he would comment that there has to be some measure of degree and that this is a minor item that looks better as-is.

Chairman Martin stated that windows are important. He recalled the discussion surrounding window mullions at The Promenade townhome development and the developer built it how it was supposed to be built.

Member Ryan said she thinks that Mr. Hedlund took a big risk for his client. She noted that she is working on a project where the incorrect windows were installed by mistake and are being removed.

Mr. Hedlund acknowledged that they did not comply with the Ordinance and that, if his client did not support the existing window color, they would not request the change. However, they prefer the existing color and they are asking for permission to leave them as installed. Chairman Martin noted that the applicant agreed once that it was not the right decision.

Mr. Hedlund stated that St. Vincent's came back to the DRB to ask permission to change to an all stone masonry building with a mansard roof. He said that they would like the DRB to consider this change as an improvement to the project and treat it the same as the other amendment. Member Ruehle noted that the other amendment was requested before the work was executed. In this case the windows have already been installed. Member Ruehle said that this is a request to mitigate damages or costs that St. Vincent's would otherwise incur to comply with the Ordinance.

Mr. Hedlund said that they think the merits of the window change color would be strong enough to support the amendment. Member Ruehle noted that the merits were not strong enough when this was decided before and that it was a condition in the Ordinance.

Mr. Hedlund asked if they jump ahead a year and everyone sees the finishes building, likes it, likes the window color and agrees that it is the right window color, is this really going to be the biggest problem there is? Member Ruehle replied that they cannot poll people in the future as a way to resolve these issues. He noted that the applicant is requesting a change for something that was argued before and failed to succeed.

In response to a question from Member O'Brien, Mr. Hedlund stated that he could not recall when the windows were ordered but they were delivered in mid-summer.

Chairman Martin asked if someone looked at the windows when they were installed. He also asked if the wrong color windows were ordered. Mr. Hedlund stated that the windows that were ordered did not comply with the Ordinance but they were the right windows based on the order that was submitted, which was approved by the applicant.

Village Attorney Smith asked if the windows could be painted to a stone or putty color. Mr. Hedlund responded that they could but it is not as good as having a window color that is factory treated. Member Crosby said that they would have to be sent to a body shop to be powder-coated to avoid maintenance issues.

Chairman Martin noted that the DRB has reports from the Village's police, fire and public works departments, planning consultant and traffic consultant. Assistant Village Administrator Scheiner stated that the Village did not ask the Traffic Consultant to update his report because the scope of the amendment had no impact on traffic flow. Staff authored a joint memo which stated that there would be no impact to Village services as a result of the requested amendment. Assistant Village Administrator Scheiner read a portion of the Village's planning consultant's report, which said, "From a planning perspective, this failure to comply will not materially change the functional aspect of the proposed building. However, failure to comply does have an impact on the visual and architectural compatibility of the building, and is in direct contrast to the intent, direction, and conditions placed on the development by the Development Review Board."

Chairman Martin asked if there were any further questions for Village Staff. Hearing none he asked if anyone else wished to address the Board regarding the application.

Mr. Hedlund summarized his position and asked that the DRB vote in favor of the amendment.

Hearing no further comment Chairman Martin closed the public portion of the hearing.

**IV. DISCUSSION/DELIBERATION & RECOMMENDATION - Application #17-01 - Amendment to the Planned Development Granted in Ordinance 2883, as Amended by Ordinances 3588 and 3622 - St. Vincent Ferrer Multipurpose Hall (1530 Jackson Avenue)**

Member Crosby stated that the point of requiring putty colored windows was that the design and shape of the windows was a gesture toward the sanctuary. He assumed that the installation of the non-compliant windows was an accident and not that they were chosen against the DRB's recommendation. He stated that it concerns him but he is not sure how concerned he should be.

Chairman Martin said that the Village attorney may tell the DRB that the code says each application should be considered independently and does not constitute precedent for other applications. However, in his opinion, if it becomes known that if something is built contrary to what the Village Ordinance says it would create problems for the Village and that that same argument could be made over and over. The Village Attorney agreed that it could be a problem.

Member Ryan stated that she feels badly for the applicant because they rely on their professional to be compliant and they may have assumed that he had taken care of this. She said she does not know what they can do going forward to protect the people running a school, church or business that rely on an outside professional.

Member O'Brien noted that there were seven conditions. She asked what would happen if another issue arises.

Member Fishman said that the applicant did not follow what was recommended and she cannot support the amendment and the impact that granting it would have on the DRB.

Member Ruehle noted that if they had requested the amendment prior to installation of the windows it might be different.

A MOTION was made by Chairman Martin and SECONDED by Member Fishman to recommend to the Village Board of Trustees that the application to amend the existing planned development not be approved.

Ayes: Members Crosby, Ryan, Fishman, Ruehle, O'Brien and Chairman Martin

Nays: None

Motion Passes.

**V. APPROVAL OF FINDINGS OF FACT - Application #17-01 - Amendment to the Planned Development Granted in Ordinance 2883, as Amended by Ordinances 3588 and 3622 - St. Vincent Ferrer Multipurpose Hall (1530 Jackson Avenue)**

Village Attorney Smith stated that draft findings were prepared for the board for both approval and denial of the requested amendment. In light of the Board's vote, he reviewed the findings of fact which note that the changed color of the window mullion has an incongruity in the aesthetics of the new structure with the remaining architecturally significant structures on the property. Member Ruehle suggested that the findings be amended from "structures on the property" to "sanctuary structure on the property".

Chairman Martin said that he is opposed to this amendment because the structure was not completed in accordance with the conditions included in the Ordinance that was approved by the Village Board of Trustees. He stated that it is not in the best interest of the Village Board, DRB, Zoning Board of Appeals, any department of the Village or the Village itself to encourage an applicant to ignore the terms of an Ordinance that was already adopted and then to request a variation after the fact.

Village Attorney Smith agreed to incorporate the changes suggested.

Assistant Village Administrator Scheiner asked if the DRB would like to come back and approve the Findings of Fact at a future meeting or take action during this meeting. Chairman Martin asked that they be circulated and if the Board agrees he will sign them.



Village Attorney Smith noted the DRB can vote to approve the findings subject to the changes that are discussed and then the chairman would be authorized to sign them.

A MOTION was made by Member Ruehle and SECONDED by Member Crosby to approve the findings of fact subject to the changes noted by the Development Review Board.

Ayes: Members Crosby, Ryan, Fishman, Ruehle, O'Brien and Chairman  
Martin  
Nays: None  
Motion Passes.

**VI. PUBLIC COMMENT**

None.

**VII. ADJOURNMENT**

A MOTION was made by Member O'Brien and SECONDED by Member Fishman to adjourn the meeting of the Development Review Board at 8:09 p.m.

Ayes: Members Crosby, Ryan, Fishman, Ruehle, O'Brien and Chairman  
Martin  
Nays: None  
Motion Passes.

Respectfully Submitted:

\_\_\_\_\_  
Lisa Scheiner  
Secretary

\_\_\_\_\_  
Frank R. Martin  
Chairman, Development Review Board

\_\_\_\_\_  
Date

NO. \_\_\_\_\_

**AN ORDINANCE GRANTING AN AMENDMENT TO A PLANNED DEVELOPMENT PERMIT FOR 1530 JACKSON AVENUE**

**WHEREAS**, on October 6, 2017, St. Vincent’s Literary Society (the “Applicant”) submitted an application (“Application”) requesting the Village of River Forest (“Village”) grant it an amendment to the planned development permit, as amended, granted by the Village in Ordinance 3588 on February 29, 2016, as amended by Ordinance 3622, granted by the Village on November 7, 2016, for approval of a dark brown window mullion color installed on the multipurpose hall contrary to a specific condition of approval in Ordinance 3588 (“Project”), at 1530 Jackson Avenue, River Forest, Illinois (“Property”); and

**WHEREAS**, a copy of the Application, as amended by the Applicant during the public hearing process, is attached hereto as **Exhibit A**; and

**WHEREAS**, the Application was filed with the Village, was referred to the Development Review Board of this Village for a public hearing, and was processed in accordance with the Village’s Zoning Ordinance, as amended from time to time; and

**WHEREAS**, public notice in the form required by law was given of said public hearing by publication not more than thirty (30) days nor less than fifteen (15) days prior to said hearing in the *Wednesday Journal*, a newspaper of general circulation in this Village, there being no newspaper published in this Village; and

**WHEREAS**, the Development Review Board of the Village held the public hearing on the Application on October 26, 2017, on whether to make a recommendation that the Application be granted, during which hearing all persons present were afforded an opportunity to be heard orally and in writing; and

**WHEREAS**, at the public hearing, the Applicant’s architect testified that the Applicant purposely and willfully ignored the specific condition of approval in Ordinance 3588 regarding the stone or putty window mullion color to be used on the exterior windows in the Project, because the Applicant believed that the dark brown color used was the best color for the exterior windows in the Project, and that the Applicant purposely installed exterior windows with the wrong color in the Project; and

**WHEREAS**, the Development Review Board recommended denial of the Application, on October 26, 2017, by a vote of 6-0, and approved written findings of fact and a recommendation on October 26, 2017, by a vote of 6-0 (“Findings and Recommendation”), a copy of which is attached hereto as **Exhibit B** and made a part hereof; and

**WHEREAS**, the Findings and Recommendation was forwarded to the President and Board of Trustees of the Village, and the President and Board of Trustees of the Village have duly considered said Findings and Recommendation, along with the testimony and exhibits put before the Development Review Board during the public hearing on the Application; and

**WHEREAS**, the President and Board of Trustees of the Village find that the Development Review Board's Findings and Recommendation correctly and prudently applied the standards in the Zoning Ordinance for the Applicant's request to amend the planned development permit for the Property, in light of the testimony presented at the public hearing from the Applicant's architect that the Applicant purposely and willfully ignored the specific condition of approval in Ordinance 3588 regarding the stone or putty window mullion color to be used on the exterior windows in the Project; and

**WHEREAS**, the President and Board of Trustees of the Village were advised by the Applicant after the public hearing that the testimony from its architect at the public hearing was in error, that the Applicant did not purposely or willfully ignore the specific condition of approval in Ordinance 3588 regarding the stone or putty window mullion color to be used on the exterior windows in the Project, and that a mistake was made in selecting the color of the exterior windows in the Project at the time the windows were ordered and then installed; and

**WHEREAS**, the President and Board of Trustees of the Village admonish the Applicant and its architect for ignoring the condition of approval in Ordinance 3588 regarding the stone or putty window mullion color to be used on the exterior windows in the Project, and find that conditions of approval in a planned development permit are binding and mandatory conditions that must be followed; and

**WHEREAS**, the President and Board of Trustees of the Village find that due to the unique circumstances presented in the Application regarding the mistake and error made in ordering the exterior windows in the Project with the wrong color, due to the cost of requiring the exterior windows to be replaced, the best interests of the public would be served by granting the Application;

**NOW, BE IT ORDAINED** by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

**SECTION 1:** The recitals above are incorporated into Section 1 as though set forth herein.

**SECTION 2:** That the Application is in the public good and in the best interest of the Village and its residents, and the Application is consistent with and fosters the purposes and spirit of the Village's Zoning Ordinance, and the Application is also in accordance with the provisions of the comprehensive land use plan of the Village.

**SECTION 3:** That the Application meets the standards set forth in Section 10-19-3 of the Zoning Ordinance of the Village of River Forest.

**SECTION 4:** That the Application is granted, and an amendment to the planned development permit for the Property is granted, to allow the window mullions on the multipurpose hall to be a dark brown color.

**SECTION 5:** That the condition of approval for the Project in Section 3.A.v. in Ordinance 3588, that the “window mullions on the multipurpose hall shall be colored putty or stone,” is deleted and removed from the approved planned development permit for the Project.

**SECTION 6:** That all parts of Ordinances 3588 and 3622 not amended herein shall remain in effect, and all ordinances, or parts of ordinances in conflict with this Ordinance, are hereby expressly repealed.

**SECTION 7:** This Ordinance shall be in full force and effect after its adoption by a favorable majority vote of all Trustees now holding office, approval and publication in pamphlet form as provided by law.

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**APPROVED** by me this 17th day of November, 2017.

\_\_\_\_\_  
Catherine Adduci, Village President

ATTEST:

\_\_\_\_\_  
Kathleen Brand-White, Village Clerk

The Applicant acknowledges hereby the reasonableness of the above and foregoing terms and conditions in the Ordinance, and hereby accepts the same.

By: \_\_\_\_\_  
St. Vincent’s Literary Society  
Titleholder of Record of the Property

Date: \_\_\_\_\_

**EXHIBIT A**  
**APPLICATION**

(attached)



## **RIVER FOREST DEVELOPMENT REVIEW BOARD MEETING AGENDA**

A meeting of the River Forest Development Review Board will be held on Thursday, October 26, 2017 at 7:30 P.M. in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois.

- I. Call to Order/Roll Call
- II. Approval of Minutes of the April 6, 2017 Development Review Board Meeting
- III. PUBLIC HEARING - Application #17-01 - Amendment to the Planned Development Granted in Ordinance 2883, as Amended by Ordinances 3588 and 3622 - St. Vincent Ferrer Multipurpose Hall (1530 Jackson Avenue)
- IV. DISCUSSION/DELIBERATION & RECOMMENDATION - Application #17-01 - Amendment to the Planned Development Granted in Ordinance 2883, as Amended by Ordinances 3588 and 3622 - St. Vincent Ferrer Multipurpose Hall (1530 Jackson Avenue)
- V. APPROVAL OF FINDINGS OF FACT - Application #17-01 - Amendment to the Planned Development Granted in Ordinance 2883, as Amended by Ordinances 3588 and 3622 - St. Vincent Ferrer Multipurpose Hall (1530 Jackson Avenue)
- VI. Public Comment
- VII. Adjournment



Village of River Forest  
Village Administrator's Office  
400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

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**MEMORANDUM**

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Date: October 19, 2017

To: Development Review Board

From: Lisa Scheiner, Assistant Village Administrator

Subj: 1530 Jackson Avenue PD Major Amendment – St. Vincent Ferrer Multipurpose Hall Addition

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The Development Review Board (DRB) is scheduled to hold a public hearing on Thursday, October 26, 2017 at 7:30 p.m. to consider an application for a major amendment to the approved Planned Development Ordinance at 1530 Jackson Street – St. Vincent Ferrer Church that would modify the color of the windows on the exterior of the building.

The Village Board approved Ordinance 2883 approving a Planned Development permit for the construction of an enclosed walkway on June 26, 2000. The Village Board approved Ordinance 3588 on February 29, 2016, granting a planned development permit for the construction of an addition for use a multipurpose hall. The Village Board also approved Ordinance 3622 on November 7, 2016, which amended the planned development to modify the exterior building materials, the roof of the building, and removed the condition that no HVAC equipment would be allowed to be placed on the roof. A copy of the Ordinance, minutes from the public hearings the preceded the passage of Ordinances 3588 and 3622, and minutes from the Village Board Meeting where approval was granted have been included for the DRB's reference.

In accordance with the Planned Development process articulated in the Municipal Code, the following have occurred:

<u>Task</u>	<u>Date</u>
Technical Review Meeting with Staff	September 7, 2017
Legal Notice in Wednesday Journal	October 11, 2017
Notice of Public Hearing Mailed by Applicant	October 11, 2017
Public Hearing Signage Posted at Site	October 11, 2017

Section 10-19-8(B) of the River Forest Zoning Code states that no a change to a planned development is not minor if it "amends the 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.” Ordinance 3588 contains the following condition of approval: “The window mullions shall be colored putty or stone.” Minutes from the January 7, 2016 Public Hearing specify that the Development Review Board intended for the “putty” or “stone” color to match the color of the limestone on the church.

St. Vincent Ferrer Church is proposing changes to the building design that would require the modification or removal of that condition of approval related to the color of the windows.

### **Village Staff & Consultant Reviews**

#### *Staff Reviews*

The Village’s Police, Public Works and Fire Departments have reviewed the proposed amendments to the major amendment application. A memorandum from each department is attached. In summary, the proposed amendment is not expected to have an impact on any operating department.

#### *Consultant Review – Planning*

Attached please find a review of the major amendment application by the Village’s Planning Consultant, John Houseal of Houseal Lavigne.

#### *Consultant Review – Traffic*

The proposed changes are not expected to have any impact on the traffic flow or vehicle access to the site so no traffic study has been required of the applicant.

### **Standards of Review**

There are 15 standards of review for the DRB to consider in reviewing the proposed project. The standards are listed in Section 10-9-3 of the PD Ordinance, which is attached for your reference.

### **Next Steps**

The DRB shall make specific written findings of fact addressing each of the planned Development standards of review. Following a vote by the DRB, the application will be presented to the Village Board according to the following *tentative* schedule:

<u>Task</u>	<u>Date</u>
DRB Meeting – Findings of Fact	10/26/17
Notice of Village Board Meeting Mailed by applicant	11/2/17
Village Board Review	11/9/16



## **Documents Attached**

1. Planned Development Ordinance
2. Memorandum from Village Staff regarding impact of Requested Amendment
3. Memorandum from Village Planning Consultant John Houseal, Houseal Lavigne Associates
4. Public Hearing Notice
5. Ordinance #3588
6. Ordinance #3622
7. Minutes from the December 3, 2015, January 7, 2016, and October 27, 2016 public hearings
8. Minutes from the February 29, 2016 and November 7, 2016 Village Board Meetings
9. Major Amendment Application

# Chapter 19

## PLANNED DEVELOPMENTS

### 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. 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 pedestrian environment;
- 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 [10-19-3O](#) 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 prefilling 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 pre-filing conference(s).
3. Filing Of Application: Following the completion of the pre-filing 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 pre-filing 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)



**Village of River Forest**  
**Village Administrator's Office**  
400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

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## MEMORANDUM

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Date: October 9, 2017

To: Chairman Frank Martin, Development Review Board  
Development Review Board Members

From: Lisa Scheiner, Assistant Village Administrator *LS*  
Greg Weiss, Chief of Police *GW*  
Kurt Bohlmann, Fire Chief *KB*  
John Anderson, Public Works Director *JTA*

Subj: 1530 Jackson - St. Vincent Ferrer Planned Development Major Amendment - Windows

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The Village's police, fire, public works and administrative staff have reviewed St. Vincent Ferrer's request to remove a condition of approval from the amended planned development regarding the window color. The department heads have determined that the proposed major amendment will have no impact on Village services.





## Memorandum

To: Lisa Scheiner, Assistant Village Administrator

From: John Houseal, AICP  
Principal

Date: October 17, 2017

Re: St. Vincent's Multipurpose Hall  
Windows – Request for Major Amendment

---

As a condition of Ordinance No. 3588, Section 3.A.v. states, *“The window mullions on the multipurpose hall shall be colored putty or stone.”* This condition was the result of DRB discussion and resulted from the intent of having the new building match as closely as possible to the existing design and character of other buildings on the St. Vincent campus.

The applicant has failed to comply with this condition of approval.

From a planning perspective, this failure to comply will not materially change the functional aspect of the proposed building. However, failure to comply does have an impact on the visual and architectural compatibility of the building, and is in direct contrast to the intent, direction, and conditions placed on the development by the Development Review Board.

State of Illinois  
County of Cook  
Oak Park, Illinois

I, Dan Haley do hereby certify that I am one of the publishers of the WEDNESDAY JOURNAL, a secular newspaper, published by WEDNESDAY JOURNAL, INC., of Oak Park, County of Cook and in the State of Illinois for more than one year prior to this date.

October 11, \_\_\_\_\_ A.D. 2017

I do further certify that the said WEDNESDAY JOURNAL has been a secular newspaper of general circulation throughout the Villages of Oak Park & River Forest, Cook County, Illinois for more than one year past, and is in compliance with Illinois revised Statute, Chapter 100.

I do further certify that the printed notice re: LEGAL NOTICE Village of River Forest Development Review Board River Forest, Illinois Public Notice is hereby given that a Public Hearing will be held by the Development Review Board of the Village of River Forest, County of Cook, State of Illinois, on Thursday, October 26, 2017 at 7:30 p.m. . . . on the following matter: Application #17-01: Amendment to the Planned Development Granted in Ordinance 2883 as Amended by Ordinances 3588 and 3622. The Applicant, St. Vincent Ferrer, proposes to remove a condition of approval regarding the color of the exterior windows of the multipurpose hall and supporting spaces at St. Vincent Ferrer Church

attached hereto is a true, perfect and complete copy of the notice which was published in the said WEDNESDAY JOURNAL in each and every copy of its issue dated:

\_\_\_\_\_ A.D. 2017  
October 11, \_\_\_\_\_ A.D. 2017  
\_\_\_\_\_ A.D. 2017

I do further certify that I am duly authorized by said WEDNESDAY JOURNAL, INC. to make this certificate and affidavit.

*Dan Haley*  
One of the publishers

Sworn and subscribed to me this 11th  
day of October \_\_\_\_\_ A.D. 2017

*Laura J. Myers*  
**OFFICIAL Notary Public**  
**LAURA J. MYERS**  
**NOTARY PUBLIC, STATE OF ILLINOIS**  
**My Commission Expires Oct. 9, 2020**

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**PUBLIC NOTICES**

**LEGAL NOTICE**  
**VILLAGE OF BROOKFIELD**  
**NOTICE OF PUBLIC HEARING**  
**PLANNING AND ZONING**  
**COMMISSION**  
October 26th, 2017 at 7:00 p.m.  
Regular Meeting

The Village of Brookfield Planning and Zoning Commission will hold a public hearing on Thursday, October 26th, 2017 in Edward Barcol Hall located at 8820 Brookfield Avenue, Illinois for the purpose of considering and hearing a request for a special use permit for the addition at the S.E. Gross Middle School located at 3524 Maple Avenue, Brookfield, IL 60513 (PINS 15-34-307-007-0000, 15-34-307-008-0000, 15-34-307-010-0000, 15-34-307-013-0000, 15-34-307-018-0000, 15-34-307-019-0000, 15-34-307-020-0000, 15-34-307-022-0000).

Legal Description: Parcel 1: LOT A, B, C, AND LOT 8 (EXCEPTING THEREFROM THAT PART DEDICATED FOR PUBLIC ALLEY), LOTS 9 TO 17 AND THE VACATED ALLEY LYING SOUTHEASTERLY AND ADJOINING SAID LOTS 8, 9, 12, 13, 14, 15, 16 AND 17 IN BLOCK 1 IN PORTIA MANOR, BEING FREDERICK H. BARTLETT'S SUBDIVISION IN THE SOUTHWEST 1/4 OF SECTION 34, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLOT THEREOF RECORDED FEBRUARY 6, 1915 AS DOCUMENT NO. 5573274, IN COOK COUNTY, ILLINOIS. Parcel 2: SOUTH 158 FEET OF THE EAST 233 FEET, (EXCEPT THE SOUTH 33 FEET AND THE EAST 33 FEET THEREOF) IN THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHWEST 1/4 OF SECTION 34, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY ILLINOIS.

Application materials may be viewed at the Village of Brookfield Village Hall. Comments, if any, should be provided in writing prior to the date of the public hearing to: Village of Brookfield, Planning and Zoning Commission c/o Emily Egan, 8820 Brookfield Avenue, Brookfield, IL 60513, or in person during the public hearing. Please reference PZC Case 17-06 S.E. Gross Special Use Permit.

Individuals with disabilities requiring a reasonable accommodation in order to participate in any meeting should contact the Village of Brookfield (708) 485-7344 prior to the meeting. Wheelchair access may be granted through the front (South) entrance of Village Hall.

By the Order of Chuck Grund, Planning and Zoning Commission Chairman.

Published in Landmark 10/11/2017

**PUBLIC NOTICE**  
Notice is hereby given, pursuant to "An Act in relation to the use of an Assumed Business Name in the conduct or transaction of Business in the State," as amended, that a certification was registered by the undersigned with the County Clerk of Cook County Registration

**PUBLIC NOTICES**

**LEGAL NOTICE**  
**LAW OFFICE OF LINDA EPSTEIN**  
Attorney for Petitioner  
722 W. Diversey Parkway  
Ste. 101B  
Chicago, IL 60614

STATE OF ILLINOIS, COUNTY OF COOK, ss-  
Circuit Court of Cook County,  
County Department Domestic  
Relations Division

In re the Marriage of Cheryl Simmons, Petitioner, and Davaroli Taylor, Respondent.

No. 17 D 008178

The requisite affidavit for Publication having been filed, notice is hereby given to you, FAYYAZ MUHAMMAD MALIK, Respondent, that a Petition has been filed in the Circuit Court of Cook County, Illinois, by the Petitioner, for Dissolution of Marriage and for other relief: and that said suit is now pending.

Now, therefore, unless you, the said Respondent file your response, to said Petition or otherwise make your appearance therein, in the Office of the Clerk of the Circuit Court of Cook County, Illinois, Room 802, Richard J. Daley Center, in the City of Chicago, Illinois, on or before **November 8, 2017**, default may be entered against you at any time after that day, and a Judgment for Dissolution of Marriage Entered in accordance with the prayer of said Petition.

DOROTHY BROWN, Clerk.

Published in Wednesday Journal 10/11, 10/16, 10/25/2017

**Oak Park**  
**LEGAL NOTICE**

**PUBLIC NOTICE IS HEREBY GIVEN** that a public hearing will be held by the Zoning Board of Appeals of the Village of Oak Park on Wednesday, November 1, 2017 at 7:00 p.m. in the Council Chambers, Room 201 of the Village Hall, 123 Madison St., Oak Park, Illinois on the following matter:

Cal. No. 21-17-Z:  
1100 S. Lombard Avenue,  
Mary Garrett

Mary Garrett, Applicant, is requesting that a variation be granted from Section 4.4 (Table 4-1: Residential Districts Dimensional Standards), which Section requires a front yard setback for the principal building of approximately 14.77 feet, based on averaging of the next two adjacent lots, and a maximum impervious surface of 60%, whereas the project will feature an enclosed front porch addition with an approximately 10.96 foot front yard setback and a maximum impervious surface coverage of 64.4%, respectively, to allow the construction of an enclosed front porch.

Those property owners within 500 feet of the Subject Property and those persons with a special interest beyond that of the general public ("Interested Par-

**ORDINANCE NO. 3588**

**AN ORDINANCE GRANTING AN AMENDMENT TO A PLANNED DEVELOPMENT PERMIT FOR 1530 JACKSON AVENUE**

**WHEREAS**, on September 30, 2015, St. Vincent's Literary Society (the "Applicant") submitted an application ("Application") requesting the Village of River Forest ("Village") grant an amendment to a planned development permit allowing it to construct a multipurpose hall ("Project") at 1530 Jackson Avenue, River Forest, Illinois ("Property"); and

**WHEREAS**, a copy of the Application, as amended by the Applicant during the public hearing process, is attached hereto as **Exhibit A**; and

**WHEREAS**, the Application was filed with the Village, was referred to the Development Review Board of this Village for a public hearing, and was processed in accordance with the Village's Zoning Ordinance, as amended from time to time; and

**WHEREAS**, public notice in the form required by law was given of said public hearing by publication not more than thirty (30) days nor less than fifteen (15) days prior to said hearing in the *Wednesday Journal*, a newspaper of general circulation in this Village, there being no newspaper published in this Village; and

**WHEREAS**, the Development Review Board of this Village held and continued the public hearing on the Application on December 3, 2015 and January 7, 2016, on whether to make a recommendation that the Application be granted, during which hearing all persons present were afforded an opportunity to be heard orally and in writing; and

**WHEREAS**, the Development Review Board recommended approval of the Application with additional conditions, on January 7, 2016, by a vote of 6-0, and approved written findings of fact and a recommendation on February 4, 2016, by a vote of 4-0 ("Findings and Recommendation"), a copy of which is attached hereto as **Exhibit B** and made a part hereof; and

**WHEREAS**, the Findings and Recommendation was forwarded to the President and Board of Trustees of the Village ("Corporate Authorities"), and the Corporate Authorities have duly considered said Findings and Recommendation, along with the testimony and exhibits put before the Development Review Board during the public hearing on the Application;

**NOW, BE IT ORDAINED** by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

**SECTION 1:** That the Application, subject to the conditions set forth in Section 3 below, is in the public good and in the best interest of the Village and its residents, and the Application is consistent with and fosters the purposes and spirit of the Village's Zoning Ordinance, and the Application is also in accordance with the provisions of the comprehensive land use plan of the Village.

**SECTION 2:** That the Application, subject to the conditions set forth in Section 2 below, is granted.

**SECTION 3:** That the Application meets the standards set forth in Section 10-19-3 of the Zoning Ordinance of the Village of River Forest, provided that the following conditions are met:

- A. The Project shall be built and maintained in conformity with the Application's site plans dated December 14, 2015, consisting of sheets A0.04, A1.00, A2.00 and A0.03 (together the "Site Plan"), except that the Site Plan shall be amended as follows:
  - i. The parking lot design shall be changed, and the parking lot shall be operated, as set forth in the memorandum of Gewalt Hamilton dated January 5, 2016;
  - ii. The landscape island at the northwest corner of the multipurpose hall shall be landscaped as recommended by the Village Planner;
  - iii. The number of landscape plant types around the new multipurpose hall shall be no less than four (4);
  - iv. The street facing frontage of the parking lot on Lathrop Avenue south of the south driveway shall be landscaped with a hedgerow of three feet (3') to four feet (4') in height;
  - v. **The window mullions on the multipurpose hall shall be colored putty or stone;**
  - vi. The buttresses on the new structure shall be as shown in the northwest corner perspective view dated January 6, 2016; and
  - vii. No heating, ventilation, or air conditioning units shall be located on the roof of the multipurpose hall.
- B. Prior to issuance of a building permit for any portion of the Project, the Applicant shall meet with the Village's Technical Review Committee regarding an ingress and egress plan for the multipurpose hall, and the Site Plan shall thereafter be amended to comply with the mutually agreed upon ingress and egress plan.

**SECTION 4:** That all ordinances, or parts of ordinances in conflict with this Ordinance, are hereby expressly repealed.

**SECTION 5:** This Ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

**AYES:** Trustees Gibbs, Conti, Colwell-Steinke, and Cargie

**NAYS:** Trustee Corsini

**ABSENT:** Trustee Dwyer

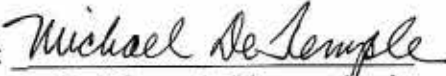
**APPROVED** by me this 29<sup>th</sup> day of February, 2016.

  
\_\_\_\_\_  
Catherine Adduci, Village President

ATTEST:

  
\_\_\_\_\_  
Sharon Halperin, Village Clerk

The Applicant acknowledges hereby the reasonableness of the above and foregoing terms and conditions in the Ordinance, and hereby accepts the same.

By:   
\_\_\_\_\_  
St. Vincent's Literary Society  
Titleholder of Record of the Property

Date: March 23, 2016

**ORDINANCE NO. 3622**

**AN ORDINANCE GRANTING AN AMENDMENT TO A PLANNED DEVELOPMENT PERMIT FOR 1530 JACKSON AVENUE**

**WHEREAS**, on October 11, 2016, St. Vincent's Literary Society (the "Applicant") submitted an application ("Application") requesting the Village of River Forest ("Village") grant an amendment to the planned development permit, as amended, granted by the Village in Ordinance 3588 on February 29, 2016, allowing it to modify exterior appearance, height, and a condition of approval related to the previously approved multipurpose hall ("Project") at 1530 Jackson Avenue, River Forest, Illinois ("Property"); and

**WHEREAS**, a copy of the Application, as amended by the Applicant during the public hearing process, is attached hereto as **Exhibit A**; and

**WHEREAS**, the Application was filed with the Village, was referred to the Development Review Board of this Village for a public hearing, and was processed in accordance with the Village's Zoning Ordinance, as amended from time to time; and

**WHEREAS**, public notice in the form required by law was given of said public hearing by publication not more than thirty (30) days nor less than fifteen (15) days prior to said hearing in the *Wednesday Journal*, a newspaper of general circulation in this Village, there being no newspaper published in this Village; and

**WHEREAS**, the Development Review Board of this Village held the public hearing on the Application on October 27, 2016, on whether to make a recommendation that the Application be granted, during which hearing all persons present were afforded an opportunity to be heard orally and in writing; and

**WHEREAS**, the Development Review Board recommended approval of the Application with additional conditions, on October 27, 2016, by a vote of 5-0, and approved written findings of fact and a recommendation on October 27, 2016, by a vote of 5-0 ("Findings and Recommendation"), a copy of which is attached hereto as **Exhibit B** and made a part hereof; and

**WHEREAS**, the Findings and Recommendation was forwarded to the President and Board of Trustees of the Village ("Corporate Authorities"), and the Corporate Authorities have duly considered said Findings and Recommendation, along with the testimony and exhibits put before the Development Review Board during the public hearing on the Application;

**NOW, BE IT ORDAINED** by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

**SECTION 1:** That the Application, subject to the conditions set forth in Section 3 below, is in the public good and in the best interest of the Village and its residents, and the Application is consistent with and fosters the purposes and spirit of the Village's Zoning

Ordinance, and the Application is also in accordance with the provisions of the comprehensive land use plan of the Village.

**SECTION 2:** That the Application, subject to the conditions set forth in Section 3 below, is granted, and an amendment to the planned development permit for the Property is granted.

**SECTION 3:** That the Application meets the standards set forth in Section 10-19-3 of the Zoning Ordinance of the Village of River Forest, provided that the following condition is met:

- A. The Project shall be built and maintained in conformity with the Application's drawings dated October 19, 2016, consisting of the sheets numbered 1, 2, 3, 4 and 5 (together the "Site Plan"), except that the roof plan in sheet number 5 of the Site Plan shall be removed and replaced by the Applicant's updated roof plan dated October 27, 2016.

**SECTION 4:** That the condition of approval for the Project in Section 3.A.vii. in Ordinance 3588, that there shall be no "heating, ventilation, or air conditioning units shall be located on the roof of the multipurpose hall," is deleted and removed from the approved planned development permit for the Project.

**SECTION 5:** That all parts of Ordinance 3588 not amended herein shall remain in effect, and all ordinances, or parts of ordinances in conflict with this Ordinance, are hereby expressly repealed.

**SECTION 6:** This Ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

**AYES:** Trustees Conti, Gibbs, Cargie, and President Adduci

**NAYS:** Trustee Corsini

**ABSENT:** Trustees Colwell-Steinke and Dwyer

**APPROVED** by me this 7th day of November, 2016.



\_\_\_\_\_  
Catherine Adduci, Village President

ATTEST:



\_\_\_\_\_  
Sharon Halperin, Village Clerk



**VILLAGE OF RIVER FOREST  
DEVELOPMENT REVIEW BOARD MEETING MINUTES  
December 3, 2015**

A meeting of the River Forest Development Review Board was held on Thursday, December 3, 2015 at 7:30 P.M. in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois.

**I. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:30 P.M. in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois. Upon roll call, the following persons were:

Present: Chairman Martin, Board Members Berni, Cooke, Crosby, Fishman, O'Brien, Ryan

Absent: None.

Also Present: Lisa Scheiner, Assistant Village Administrator, Cliff Radatz, Building Official, Greg Smith, Village Attorney, John Houseal, Village Planning Consultant

**II. APPROVAL OF MINUTES OF THE SEPTEMBER 17, 2015 DEVELOPMENT REVIEW BOARD MEETING**

A MOTION was made by Member O'Brien and SECONDED by Member Crosby to approve the Minutes of the September 17, 2015 Development Review Board Meeting.

Ayes: Board Members Berni, Cooke, Crosby, Fishman, O'Brien, Ryan

Nays: None.

Abstain: Chairman Martin

Motion Passes.

**III. PUBLIC HEARING**

Chairman Martin explained the process that would be followed at the public hearing.

Secretary Radatz swore-in all parties wishing to speak.

Nevin Hedlund, Nevin Hedlund Architects, reviewed the site plan of the proposed 6,000 square foot addition and its proximity to the existing church and school. He stated the addition is comprised of a single multi-purpose room for use as a social hall. He discussed the flexibility and accessibility of the space.

Mr. Hedlund reviewed the renderings of the building elevations and materials that would be used on the exterior. He stated there would be a stone product along the base of the building in a stone pattern that matches the church's masonry layout with architectural stucco above.

Mr. Hedlund presented the landscape plan, which included low materials such as dogwoods and hydrangeas that would soften the building but not hide it. He stated there were no covenants, easements or restrictions on the land. Mr. Hedlund provided the DRB with an updated development schedule. He continued that the applicant agreed to record the Zoning Ordinance as required. Mr. Hedlund stated the traffic study was waived at the pre-filing meeting.

Mr. Hedlund stated the project has been fully funded through contributions and pledges and referred to the economic analysis in the application. He continued that no environmental impact studies were required. Mr. Hedlund stated there are minimal demands anticipated on Village services for this project.

Mr. Hedlund stated the applicant has worked with staff on the site drainage plan and reviewed the plan that was submitted in the application. He stated staff recommended that it be oriented in another direction to increase its distance from the sidewalk and the applicant agreed to do so.

Mr. Hedlund stated copies of the neighbor meeting minutes were provided and explained that two meetings were held.

Mr. Hedlund reviewed the updated project schedule and stated they hoped to complete the project in March, 2017. He stated hours of operation would be Monday through Friday, 8 to 10 p.m., Saturday, 8 a.m. to Midnight and Sunday, 8 a.m. to 10 p.m.

Mr. Hedlund explained that windows would be clear glass with no window shading. He stated lighting within the room included ceiling fixtures with lighting directed down to the floor. Exterior lights, located at the exterior doors, did not include wall packs but concealed surface mounted lights that illuminate the surface of the wall and do not direct light toward the neighbors.

Mr. Hedlund stated the new facility would accommodate existing uses and would not add cars, people or programs. It would be used as a school lunchroom, meeting room, for school events, parish social events, and fundraising events such as an annual dinner dance. Small wedding receptions may be allowed on Fridays only, funeral luncheons and fellowship after Sunday services.

Mr. Hedlund reviewed the side yard setback and site development allowance requested. He stated the property is zoned PRI and is located across from commercial and residential properties. He reviewed existing structures on the site that do not conform to setback requirements. Mr. Hedlund explained that compliance with the setback requirement would

require that they extend the addition into the parking lot, which would result in lost spaces and change circulation.

Chairman Martin asked the applicant to identify each site development allowance that is being requested. Mr. Hedlund stated that the side yard setback is the only SDA that is being requested.

In response to a question from Member Crosby, Mr. Hedlund reviewed the areas where there are existing structures encroaching into the side yard setback on LeMoyne.

In response to a question from Member Ryan, Mr. Hedlund stated the floor plan shows 360 seats.

In response to a question from Member Berni, Mr. Hedlund confirmed the side yard setback requirement goes from 50' to 35' within the footprint of the addition because it is located across the street from properties zoned R2 and C1. He confirmed the addition encroaches into the 35' setback requirement.

Mr. Berni asked if the width of the building could be reduced and added to the length to eliminate encroachment into the side yard setback. Mr. Hedlund discussed circulation and space needs in relation to building size and shape. There was a brief discussion regarding the space needs analysis that preceded design of the building.

In response to a question from Chairman Martin, Mr. Hedlund replied the proposed addition is 48 feet wide.

Mr. Hedlund addressed the standards for review in the planned development ordinance and explained how the project satisfies those standards. Chairman Martin asked Mr. Hedlund to address standard E and on what he based his assertion that, "the proposed use or combination of uses will not diminish property values in the vicinity." Mr. Hedlund reviewed the statement in the application and stated that, as an architect and developer that has worked on similar projects, when an institution invests money into their facility it is a reflection that they are successful and growing. That is a sign they are vibrant, active and growing and it is a positive statement about the community and surrounding areas.

Chairman Martin asked if the construction of this facility might impact the value of neighboring property and asked if the applicant had any expert testimony. Mr. Hedlund stated as an architect working in the real estate industry, and having testified in the City of Chicago as a Real Estate Expert, he works with land and building valuations frequently. He stated his background is with institutional projects and identification of best and complimentary uses for various sites. He stated that this met the standards of what is a good value.

In response to a question from Member Ryan regarding consideration given to repeating gables like those on the church, Mr. Hedlund discussed the preference not to detract from the church.

In response to a question from Member O'Brien, Mr. Hedlund stated the building encroaches 32'8" into the 50' setback and 17'8" into the 35' setback. Mr. Hedlund demonstrated the location of the setbacks on the floor plan.

In response to a question from Member Crosby, Mr. Hedlund stated the church is all stone and there are other building materials throughout the campus. He stated the applicant believes stucco is more complimentary to stone and an all-stone addition was too costly. Mr. Hedlund described the proposed stone and stucco products and how each would be affixed to the addition.

In response to a question from Member Berni, Mr. Hedlund replied the church would lose approximately 800 square feet of space in the addition if they reduced its size to comply with the setback requirements. Chairman Martin asked if the 800 square feet lost could be located elsewhere on the building. Mr. Hedlund discussed the impact on the parking lot and the potential loss of three parking spaces. In response to a question from Chairman Martin regarding existing parking, Mr. Hedlund replied there are 96 parking spaces on site.

There was a discussion regarding the encroachment of the school into the setback on LeMoyne and its architectural design.

Chairman Martin stated the Development Review Board's packet includes statements from the Police and Fire Departments that they do not object to the application. He said the Public Works Department has raised an issue with the location of on-site drainage and asked the Village's Planning Consultant to address it.

The Village's Planning Consultant, John Houseal, stated the proposed use and addition is consistent with the comprehensive plan and underlying zoning. He stated the issues that were related to the location and design of the building. Mr. Houseal reviewed the setback requirements of 35' and 50' along the west side of the property. He stated a site development allowance has been requested and the applicant must show why relief is needed from the underlying zoning requirement. He stated there are structures that encroach in other setbacks but on the west side of the property the 50' setback has been maintained. He stated the addition as proposed is not harmonious and cited other examples of institutions that have effectively and retroactively incorporated building additions.

Mr. Houseal stated the encroachment into either setback would be noticeable. He demonstrated what he believed to be the impact of compliance with the setback requirement on the floor plan, suggested that the width of the building be decreased and the length increased. He stated it might be worth losing three parking spaces to gain the setback and that three spaces might be added elsewhere on the site. He also suggested additional landscaping.

In response to a question from Member Berni, Mr. Houseal stated adherence to a strict 50' setback might be onerous but adherence to the 35' setback meets the intent of the Zoning

Ordinance. He continued that adherence to the 50' setback would require constructing the addition in another location on the campus or significantly changing the parking lot, and there is merit to locating the addition in proximity to the church and school.

John Roberts, 1419 Bonnie Brae, stated concerns about a Commonwealth Edison power vault and oil storage for heating purposes in the area of the proposed addition. He stated he is concerned about the setback and is not aware of a need for a 350 person capacity. He also stated he is concerned about the financing of the addition.

Molly Crawford, 1926 N. 74<sup>th</sup> Avenue, Elmwood Park, asked why current school and meeting facilities cannot be upgraded. She inquired about accessibility of the new addition from the school. She suggested funds be spent on other facilities on the property and other locations for the addition. She inquired about where snow will go when it is plowed from the parking lot.

Chairman Martin stated that it is his opinion that the Development Review Board is not an appellate body to rehear a decision about what projects should go forward. He stated the Board determines whether a project as presented meets the standards for a planned development.

Mr. Hedlund stated the applicant is open to discussing additional landscaping. He continued there is an empty, abandoned oil tank that would be removed prior to construction but the applicant is not aware of a ComEd vault. Mr. Hedlund briefly addressed why the parish opted not to upgrade other spaces and selected the proposed location. He reviewed the ramp system that would make the new addition accessible. Mr. Hedlund stated snow is not stored on the grass; it is pushed away from the building or removed.

Mr. Hedlund requested comments from the Members regarding the setback issues.

Chairman Martin stated he does not favor the building as proposed because of the setback. He suggested asking the Development Review Board continue the meeting so the applicant can present an alternative plan.

Member Crosby stated he struggled with a lack of context for the site plan and requested additional information regarding surrounding features.

Member Ryan states she struggled with the setback and the design of the building.

Member Crosby stated the building is not in harmony with the rest of the campus and there should be a better transition between the buildings.

Member Cooke inquired about the future of the school. Father Thomas McDermott discussed recent changes in the school.

Member Ryan stated it seemed like the right location for the addition.

Village Attorney Smith asked Father McDermott to address the needs analysis that arrived at the proposed room size. In response, Father McDermott described an event that was recently held in the gym and its attendance. He stated there are more than 1,000 people at mass every weekend and the existing facilities are inadequate to host programs.

Mr. Hedlund requested a continuance to the January 7, 2016 so that the applicant can make changes to the proposed project.

A MOTION was made by Member O'Brien and SECONDED by Member Berni to continue the public hearing to January 7, 2016.

Ayes: Board Members Berni, Cooke, Crosby, Fishman, O'Brien, Ryan

Nays: None.

#### **IV. PUBLIC COMMENT**

#### **V. ADJOURNMENT**

A MOTION was made by Member Martin and SECONDED by Member Berni to Adjourn the December 3, 2015 Meeting of the Development Review Board at 8:45 p.m.

Ayes: Board Members Berni, Cooke, Crosby, Fishman, O'Brien, Ryan

Nays: None.

Motion Passes.

**VILLAGE OF RIVER FOREST  
DEVELOPMENT REVIEW BOARD MEETING MINUTES  
January 7, 2016**

A meeting of the River Forest Development Review Board was held on Thursday, January 7, 2016 at 7:30 P.M. in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois.

**I. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:30 P.M. in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois. Upon roll call, the following persons were:

Present: Chairman Martin, Board Members Berni, Cooke, Crosby, O'Brien, Ryan

Absent: Member Fishman

Also Present: Lisa Scheiner, Assistant Village Administrator, Cliff Radatz, Building Official, Greg Smith, Village Attorney, John Houseal, Village Planning Consultant, Bill Grieve, Village Traffic Consultant

**II. APPROVAL OF MINUTES OF THE DECEMBER 3, 2015 DEVELOPMENT REVIEW BOARD MEETING**

Chairman Martin asked for a motion to approve the Minutes of December 3, 2015 Development Review Board Meeting. No motion was made.

**III. CONTINUED PUBLIC HEARING - APPLICATION #15-03 - AMENDMENT TO PLANNED DEVELOPMENT ORDINANCE #2883 BY ST. VINCENT'S LITERARY SOCIETY - ST. VINCENT FERRER MULTIPURPOSE HALL**

Chairman Martin stated that, at the December meeting, the Development Review Board concluded the public testimony and were discussing the St. Vincent's application. The applicant had indicated that they were considering amendments to the application, which have now been submitted. Chairman Martin stated that it would be appropriate to have a motion to reopen the public hearing for the purpose of permitting the applicant to present the amendments.

Mr. Cooke made a motion to reopen the public hearing, which was seconded by Mr. Berni.

Ayes: Board Members Berni, Cooke, Crosby, O'Brien, Ryan, Martin

Nays: None.

Motion Passes.

Secretary Radatz administered the oath to all parties wishing to speak.

Nevin Hedlund, Nevin Hedlund Architects, stated that the applicant reconsidered the front yard setback site development allowance that was previously requested. He said they took the same building size but rearranged it and were able to meet the requirements that were discussed in the last meeting while maintaining the goals of the project and the overall appearance of the building. Mr. Hedlund stated that instead of locating the multi-purpose room in an east-west direction, it is now located in a north-south direction. He said the building will overlap the existing parking lot rather than the green space. As a result of the orientation change, the applicant needed to compensate for the number of parking spaces lost. New parking spaces have been added by continuing the lot and westernmost parking aisle to the south. The applicant is requesting a site development allowance for the placement of parking spaces in the required front yard setback in lieu of the building in the setback.

Mr. Hedlund reviewed the floor plan of the proposed multi-purpose room and stated it has been improved with the changes. He stated the space can be portioned into three separate areas and each area can be accessed through a corridor.

Mr. Hedlund stated the design on the exterior of the building is the same as far as the stone base, stucco walls, arch windows and landscaping around the perimeter of the building.

Mr. Hedlund reviewed the items that arose from the comments of the Village staff and consultants. He stated that the applicant has reviewed the traffic consultant's report and will incorporate all recommendations into the construction and management plans. Mr. Hedlund stated that the applicant has approached the neighbor across the street from the proposed parking area on Lathrop Avenue. The applicant reported that the resident took no exception to the plan or surface parking directly across from her. Mr. Hedlund stated that the Fire Department had some technical comments regarding the floor plan and the applicant will incorporate their input into the plan. Mr. Hedlund stated that there was an increase in construction cost as a result of the new parking lot area, but funds are available to cover these costs.

Jonathan Zivojnovik, River Elm Properties, 47 W. Conti Parkway, Elmwood Park, stated it was his opinion that the proposed addition would have no negative effect on surrounding property values because of its proposed location on the St. Vincent Ferrer campus near North Avenue and a commercial stretch.

Chairman Martin asked Mr. Zivojnovik whether he has represented buyers and sellers of River Forest homes and how many transactions he has brokered in River Forest in the last year. Mr. Zivojnovik stated he has brokered one transaction in River Forest in the last year. He continued that his primary market is in Elmwood Park, but, he contends that the markets are similar. Chairman Martin asked Mr. Zivojnovik if he was confident that one transaction in River Forest in the past year gives him enough of a basis for his opinion. Mr. Zivojnovik responded that he was extremely confident and stated he was born and raised in the area.



Chairman Martin asked Assistant Village Administrator Scheiner if the Village staff had any comments on the amended application. Ms. Scheiner stated that staff reviewed the amended application. The Public Works Department determined that the changes did not have any additional impact over what was originally reviewed. Ms. Scheiner said the previous issue raised by the Public Works Department was with regard to the location of drainage basin in proximity to the public sidewalk. The Village Engineer asked that the orientation be rotated so that it is located further from the sidewalk and the applicant agreed to make that change.

Ms. Scheiner said the Police Department had no issues with the original application. The Police Chief commented that the new orientation of the building creates a blind spot between the church and the addition that will require additional attention during patrol operations, but that this is not a major issue.

Ms. Scheiner stated the Fire Department requested additional time to review the revised plan and asked that the applicant attend another technical review committee meeting to ascertain occupancy and appropriate egress points. The Fire Department also requested that, should the application be recommended for approval, that the approval be conditioned upon the applicant and Fire Department creating a mutually agreeable egress plan for the addition.

Chairman Martin asked if the applicant has any objection to the condition requested by the Fire Department. Mr. Hedlund stated the applicant submitted a memo that they accept the condition requested.

The Village's traffic consultant, Bill Grieve, Senior Transportation Engineer with Gewalt Hamilton, stated he was asked to review the updated site plan. Mr. Grieve identified a few minor issues, but agrees that the plan will function well. He stated the new addition of the parking at the south end of the lot creates a dead end area where a driveway would typically be desired; however, because of the residential properties across the street it does not make sense to relocate the driveway in this case. Mr. Grieve commented that if the applicant should decide to create driveways that are one-way in and one-way out, (which would aid traffic circulation on the west side of the parking lot and near the traffic signal at Lathrop Avenue and North Avenue), he would recommend that the south entrance be one way in and the north entrance be one way out. Mr. Grieve stated the dead end spaces in the new section at the south end should be designated for staff parking. He concluded by saying the lot seems to be lacking one ADA space, which should be located on the east side.

Chairman Martin asked the applicant if they would be willing to amend the application to adopt the traffic consultant's suggestions. Mr. Hedlund responded that the applicant is willing to adopt all of them.

Mr. Cooke asked Mr. Grieve if any thought had been given to removing the "no turn on red" restriction for traffic exiting northbound on Lathrop. Mr. Grieve responded that they did not perform a full traffic analysis; however, he assumed IDOT implemented the restriction based on a request from the Village.

The Village's planning consultant, John Houseal, Houseal Lavigne, stated there is no ideal solution but the reorientation of the building is an improvement because it fits the campus better. He said extending the parking lot south in the same alignment that already exists improves the proposal. He continued that the site development allowance for parking in the required setback is appropriate.

Mr. Houseal stated that in the site plan view, there is a landscape island at the northwest corner of the building, but it is not shown on the perspective drawing. He stated the island is an opportunity for additional landscaping including a vertical element like a chanticleer pear tree.

Chairman Martin asked Mr. Houseal if it would be a good idea to require landscaping in front of the new parking area to prevent headlights from shining at the homes across the street. Mr. Houseal stated that it would be a benefit to install perimeter landscaping at the new parking area. He continued that he had suggested that the church install perimeter landscaping around the entire parking lot, but that it is not appropriate to require the applicant to do that. He observed that there are shrubs on either side of the north entrance but not at the south entrance. He noted that landscaping at the entrances should be improved. He suggested plants in the three to four foot range, but not taller than four feet.

There was a brief discussion regarding the location of the landscape island. Mr. Houseal stated the island is approximately 5 feet wide by 18 feet long. Mr. Hedlund stated the plan can accommodate it and it is a good suggestion.

In response to a question from Mr. Crosby regarding other landscaping species, Mr. Hedlund stated they also proposed dogwoods and hydrangeas and a tree.

Mr. Berni asked if there was an exit on the north end of the building. Mr. Hedlund replied there was not and reviewed the location of the exits on the floor plan. He stated there is no ramp or railing facing the public way.

Mr. Cooke asked the applicant about the location of HVAC equipment. Mr. Hedlund stated the equipment HVAC would be located on a lower roof element between the church and addition and hidden from public view.

Mr. Cooke stated the windows on addition appear more pointed on top in the rendering than the windows on the church. Mr. Hedlund replied that the windows on the proposed addition are true gothic arch windows that would match the church.

Ms. Ryan stated the mullions on the windows look dark and asked if they can match the church. Mr. Hedlund replied the church windows are stone but the windows on the addition can be lightened to more closely match the windows of the church.

Mr. Crosby agreed that putty colored window frames are preferred. He asked Mr. Hedlund to describe the area between the church and the addition. Mr. Hedlund stated that area is a

walkway now but could be enhanced with lighting and landscaping to be more of a courtyard.

In response to a question from Ms. Ryan regarding the revised site plan and the changes, Mr. Hedlund stated the proposed addition is now 33'-8" behind the 35' setback line and 18'-7' behind the 50' setback line. The addition is now in line with the existing building and setback further than the school.

Village Attorney Smith asked whether the setback variation requested under the amended application is greater or smaller than the setback requested in the original application. Mr. Hedlund stated the proposed addition was setback 17'-4" from the property line in the original application. The setback for the existing parking lot is 10' from the property line. In the amended application, the extended parking lot would be in line with the existing parking lot, so the variation to the front yard setback is greater.

Mr. Crosby stated that the buttresses on the site plan are different than those shown on the perspective drawings. Mr. Hedlund clarified that the perspective drawing is correct.

Mr. Crosby stated that the Development Review Board asked the applicant to revisit architecture and landscaping. Mr. Hedlund stated that budget is a factor and limits the applicant's ability to match the stone detail in the original building. He stated that an all-stone building would add approximately \$500,000 to the cost of the project. Mr. Hedlund stated the materials selected are complementary and respectful to the existing buildings, and create a companion building. Mr. Crosby stated that it is a building that wants to be stone and he is concerned about introducing new building materials, but he understands that there are budgetary constraints.

Mr. Crosby asked if there are any control or expansion joints. Mr. Hedlund stated there would be but that they will be incorporated and hidden at the vertical engaged columns that are made of stone.

Ms. Ryan asked what materials would be used to create the bands at the top of the building. Mr. Hedlund replied that anodized or painted metal cap has been proposed.

In response to a question from Chairman Martin, Mr. Crosby stated that architectural stucco is not the same as dryvit or EIFS. Mr. Crosby asked if insulation would be located on the interior. Mr. Hedlund stated that it would be.

Ms. Ryan noted that the proposed landscaping covers a lot of the stone. Mr. Hedlund stated this can be addressed with spacing of plants. Mr. Crosby suggested adding another low species of plant to be able to see the part of the stone.

Mr. Cooke observed that the way the stone columns are capped does not seem to match the existing church. Mr. Hedlund identified areas on the existing church that match the stone caps.

Mr. Crosby stated the proposed design shows a flat roof and asked if the applicant considered a gabled roof. Mr. Hedlund stated that from an architectural standpoint they would not be related to anything at the top of the building and would have blocked the view of the church behind it.

Ms. Ryan asked about a mansard roof but stated she sees where it would block the church.

Chairman Martin asked about the church's policy on serving alcohol. Jean Finnegan, Business Manager of St. Vincent's Church, stated that the church allows alcohol at the few social events that they host. She stated that the church applies for special event licenses from the Village. Chairman Martin asked if there will be a bar. Ms. Finnegan stated there will not.

Chairman Martin asked if the cost of the additional surface parking lot will be covered by pledges. Ms. Finnegan stated the church has \$2.5 Million in pledges for the project. If they are unable to raise the additional \$55,000 to cover the cost of the additional parking, they will utilize the sufficient reserves that exist.

Ms. O'Brien asked about the hours of use. Ms. Finnegan stated 11:30 p.m. would probably be the latest.

Chairman Martin asked if the applicant agrees that there will be no HVAC units on the building and that there will be perimeter landscaping three to four feet to shield properties across the street from headlights in the new parking lot area. Mr. Hedlund stated the applicant agrees.

Mr. Cooke asked how the windows open. Mr. Hedlund responded that a few may open but most will not.

Chairman Martin closed the public portion of the hearing.

#### **IV. DISCUSSION/DELIBERATION & RECOMMENDATION REGARDING PLANNED DEVELOPMENT APPLICATION #15-03 – AMENDMENT TO PLANNED DEVELOPMENT ORDINANCE #2883 - ST. VINCENT FERRER MULTIPURPOSE HALL**

Mr. Berni stated he likes the changes, he agrees that it is a companion building to the church and he is comfortable with the appearance. Has stated he has no problem granting an exception for the parking and that it is minimal compared to the exception that was requested for the building.

Mr. Crosby stated the mullions need to be a stone or putty color that will be close to a limestone color. He suggested that there be four species of plants in the landscaping including low and medium height plants. He stated that, given the budgetary constraints, this is as good as the architecture gets but he does not think the building is very complimentary. He stated that it needs to be a stone building to be part of the campus.

In response to a question from Chairman Martin regarding his thoughts on the mullions, Mr. Hedlund stated some of the mullions on the school windows are a dark color but the applicant does not object.

Mr. Cooke stated he agrees with Mr. Berni's and Mr. Crosby's comments. He thinks the applicant has done a good job addressing the concerns raised by the Development Review Board and does not have a problem recommending the plan to the Village Board. He stated additional screening at the perimeter of the parking lot will help the neighbor.

Ms. Ryan stated that the revised plan is an improvement from the previous positioning of the building. She stated additional landscaping would be nice and that mullions should be more of a stone color to better match the church.

A MOTION was made by Member Berni and SECONDED by Member Cooke to recommend approval of the proposed Amendment to the existing Planned Development application to the Village Board of Trustees subject to the following conditions:

- The applicant shall meet with the Village's technical review committee regarding the egress plan and the applicant shall modify the site plan to reflect the mutually agreeable egress plan; and
- The applicant shall implement changes recommended by traffic consultant regarding the parking lot and operations; and
- The applicant shall implement a landscaping island northwest of the proposed addition as recommended by the Village planner and increase the overall landscaping variety to four species; and
- The applicant shall change the window mullion color from black to putty or stone color; and
- The applicant shall place buttresses on new building as shown in the northwest corner perspective view dated 1/6/2016; and
- The applicant shall not place air conditioning or HVAC units on roof of main building of proposed addition; and
- The applicant shall place landscaping south of the south driveway at a height of 3-4' to shield the headlights of the vehicles that are parked there from the neighbors to the west.

In response to a question from Chairman Martin, Mr. Hedlund stated the conditions were acceptable to the applicant.

Ayes: Board Members Berni, Cooke, Crosby, O'Brien, Ryan, Martin  
Nays: None.  
Motion Passes.

## V. ADJOURNMENT

A MOTION was made by Member Crosby and SECONDED by Member Berni to Adjourn the January 7, 2016 Meeting of the Development Review Board at 8:27 p.m.

Ayes: Board Members Berni, Cooke, Crosby, O'Brien, Ryan, Martin

Nays: None.

Motion Passes.

**VILLAGE OF RIVER FOREST  
DEVELOPMENT REVIEW BOARD MEETING MINUTES  
October 27, 2016**

A meeting of the Village of River Forest Development Review Board was held at 7:30 p.m. on Thursday, October 27, 2016 in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois.

**I. CALL TO ORDER**

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

Present: Members Ruehle, O'Brien, Ryan, Griffin (arrived 7:35 p.m.) and Chairman Martin

Absent: Members Crosby and Fishman

Also Present: Village Attorney Greg Smith, Assistant Village Administrator Lisa Scheiner, and Planning Consultant John Houseal

**II. PUBLIC HEARING – Planned Development Application #16-04 – Amendment to Planned Development Ordinance #3564 – Promenade Townhomes (7820 W. Madison Street)**

Chairman Martin noted that an application has been filed for a major amendment to the existing planned development for the property at 7820 W. Madison Street and that, because this is a major amendment, the applicant is required to followed the steps outlined in the Ordinance. The applicant did not send the required public notice to the neighbors in a timely fashion so the public hearing must be continued to November 17, 2016.

A MOTION was made by Member Ruehle and SECONDED by Member Ryan to continue the public hearing to November 17, 2016.

Aye: Members Ruehle, O'Brien, Ryan, Griffin, and Chairman Martin  
Nays: None  
Motion Passes.

**III. PUBLIC HEARING - Application #16-03 – Amendment to Planned Development Ordinance #3588 – St. Vincent Ferrer Multipurpose Hall (1530 Jackson Avenue)**

Chairman Martin stated that there is an application from St. Vincent for an amendment to their Planned Development ordinance. He explained that the Development Review Board (DRB) conducted a public hearing and made a recommendation to the Village Board. The Village Board approved the planned development amendment and now St. Vincent's has decided they want to make some changes to that planned development. The changes are

classified as major changes and the ordinance necessitates that they go through the process again and have a public hearing.

Chairman Martin asked that anyone who plans to address the DRB be sworn in. Assistant Village Administrator Scheiner swore in all parties wishing to speak.

Chairman Martin asked Mr. Hedlund to concentrate the presentation on the amendment itself, the changes being sought, how it compares to the planned development that was approved, why the changes are being made, and how the changes impact the DRB's standards by which they are supposed to make their judgment. He does not need to go into all the details of the planned development presentation that was made before. Mr. Martin continued that, if the DRB members have questions about something that has not been addressed, the member may ask the applicant.

Nevin Hedlund, Nevin Hedlund Architects, 7985 Lake Street, said the orientation and footprint of the building, parking lot and landscaping have not changed. He said the changes include the addition of stone to the building instead of just a stone base and another material above that. He also explained that they have extended the height of the wall and added a mansard roof around the perimeter of the building. He displayed the east and west building elevations and the roof plan, which shows the addition and the location of the mansard roof. Mr. Hedlund explained that they left a gap in east side of the mansard to allow for maintenance of the mechanical units and to create access for the Fire Department. The gap was kept narrow so that it will not be visible to a pedestrian, and will be perceived as a continuous element. He said they met with the Fire Department to discuss access to the roof and described the interior and exterior stair systems and access points to the roof.

Mr. Hedlund stated that the main reason for the addition of the mansard roof is to hide the revised location of the rooftop units (RTUs) and noted their proposed location. He said the mansard roof is consistent with other buildings on campus. Mr. Hedlund said they have also changed the spacing of stone elements and windows to match the church and other parish buildings. He said the DRB previously asked that they increase the use of stone on the building. He said that concluded the summary of the changes.

Member Ruehle asked if the roof drawing shown was newer than the drawings provided that were dated October 16, 2016. Mr. Hedlund said the type of stairs leading from one section of the roof to another was changed to satisfy the Fire Department's concerns and that that the change was made after the October 16 drawings were issued. Mr. Hedlund explained that he met with the Fire Chief within the last few days and presented several stair system options that were less costly, and ultimately identified a stair that satisfied the needs of the Fire Department.

In response to a question from Village Attorney Smith, Mr. Hedlund said the updated roof plan was dated October 27, 2016, and that the drawing had not been included in the packet because they had not talked to the Fire Department until after the packet was distributed.



Member O'Brien asked if the changes significantly affect the budget. Mr. Hedlund said they are still working on the numbers but that there were trade-offs. He said they originally tried to keep the building height as low as possible to avoid blocking the windows of the church and said the RTUs were in another location hidden from view. By redesigning the HVAC system they were able to achieve cost savings, which allowed them to add stone and the mansard roof. He said the additional cost is not completely offset but that it was a good trade-off and more in keeping with the other buildings on campus and the DRB's requests.

Member Ryan said that she likes that the building blends better with the campus and asked if the applicant had a rendering showing how much more of the church would be blocked by the mansard roof. Mr. Hedlund said it is minimal relative to the height of the church. The height of the new building increased by 4 feet. The height of the church is approximately 80 feet.

Chairman Martin summarized the changes sought by the applicant including a change in the building material, the design of the exterior of the addition, some of the locations of the windows, and an increase in the height of the building from 20'-1" to 24'-3". Member Ruehle noted that RTUs were not allowed to be placed on the building addition. Chairman Martin noted that it was a specific condition in the Ordinance and asked if the applicant was seeking that change. Mr. Hedlund confirmed that the change was requested.

In response to a question from Member Ruehle, Mr. Hedlund explained that under the original design there would be a RTU but that it would be located on a lower roof and not on the higher roof. He said he understood the condition in the Ordinance to mean that the RTU could not be visible from the street and suggested a way to make it clearer. Chairman Martin said the condition reads, "No heating, ventilation, or air conditioning units shall be located on the roof of the multi-purpose hall," and that it was as specific as it could be.

Member Ruehle said that, generally, the reason for the limitation is because RTUs are unsightly and noisy. He asked how the relocation of the RTUs and the sound they create will impact the surrounding properties. Mr. Hedlund replied that the mansard parapet wall will block the view of the units and direct the sound generated by the units upward.

Member Ruehle said the mansard is a good design because of how it directs the sound and that it is not likely to create an issue. He said he raised the issue because the reason RTUs are not wanted is generally because of appearance and noise.

In response to a question from Member Griffin whether the sound tends to go up anyway, Mr. Hedlund replied that unless it is focused by something, the way sound would be distributed out in other directions depends on the environment.

Member Ruehle said without a parapet or something to block the sound it would be noticeable from outside the building. He noted that the setback is large and said he is not as concerned but is trying to zero in on the impact of moving the equipment. Mr. Hedlund said he thinks the noise will be less than what is generated by the traffic on North Avenue.

In response to a question from Chairman Martin, Mr. Hedlund said the RTU's would be 4 feet high by 6 feet long. Chairman Martin asked if the mansard roof will block their sight entirely from the ground. Mr. Hedlund said the height of the mansard is higher than the RTU and that the units would not be visible from a double decker bus. Chairman Martin asked if they would be visible from the second floor of a home across the street. Mr. Hedlund estimated the height of the second floor of a house and replied that the RTUs would not be visible from the second floor of a home across the street.

Chairman Martin said he recalled that the original budget was \$2.5 million and asked what the budget is with the changes. Mr. Hedlund said that the actual construction costs were \$1.9 million, not including soft costs, and that they are a couple percentage points above that with this change. In response to a follow-up question from Chairman Martin regarding the total \$2.5 million budget, Mr. Hedlund confirmed that that amount includes soft costs. Chairman Martin then asked if they would incur those as they complete the project and what the whole budget is for the project with these changes.

Ms. Scheiner swore in all remaining parties wishing to speak.

Jean Finnegan, business manager for St. Vincent Ferrer Church, explained that the fundraising campaign resulted in pledges for 2.5 million, \$400,000 of which goes to the archdiocese. She explained that they keep \$2.1 million, they had a cost of \$1.9 million, and that the net increase of the changes was \$13,000, which was within the range of the budget. Chairman Martin said the budget would be for the work, not what they have to give to the archdiocese, and that the budget would be \$1.9 million plus \$13,000. Ms. Finnegan said that that is the goal. Member Ryan clarified that the church has \$2.1 million in pledges. In response to a question from Chairman Martin regarding how much of the pledges they have collected, Ms. Finnegan said they are at about \$800,000 and that it is a five year pledge system. She said they also have savings they can use to cover the gap in pledges over the five year period. Chairman Martin said to assume that the project will take one year to complete and that they are going to have to pay \$1.9 million to the contractor when the work is done. If the church has \$800,000 in collected funds now, will they have the rest collected or will they have savings from some other source to pay for completion of the project? Ms. Finnegan replied that she believes they have \$1,000,000 they can draw on to cover the gap in pledges. Chairman Martin explained that the DRB does not want a project to be started and not completed and asked if, between what the church has in pledges and other sources of funds, they have enough to fund the completion of the project. Ms. Finnegan replied that, with what they have on hand right now they are approximately \$100,000 short. In response to a question from Member Griffin regarding use of available funds, Ms. Finnegan stated that the Pastor will make the decision but he has made it clear that the funds would be available.

Member Griffin said it is interesting how much added stone there was and that the net increase to the cost was only \$13,000 and he asked Mr. Hedlund to explain that. Mr. Hedlund stated that the savings from changes to the mechanical system were over \$100,000.

John Houseal, planning consultant, said the proposed changes are primarily cosmetic and do not impact circulation, parking, building footprint, setback or location, landscaping or any other aspect of the site. He said the approved building was primarily stucco and with some encouragement stone accents were added. While it was a fine building, he and the DRB preferred an all stone building because it matches other buildings as though it was part of a master design and that this is a positive change. Mr. Houseal said the window changes are also more consistent with other buildings and that this is also a positive. He said that the biggest difference is the RTU and parapet roof that raises the height of the building by 4 feet and blocks a little bit more of the church if viewed directly from the west looking east. He noted that, because the addition is at the southern end of the church it does not block very much and, given the significant improvement in the appearance of the building, the change is nominal. He said the additional 4' for the mansard roof of this structure directly complements the roof and materials of the building immediately to the south of the addition. Mr. Houseal said he looked at the placement of the rooftop HVAC units and said that there is no line of sight from the sidewalk, public rights-of-way, or the second or possibly third floor of an adjacent property, with the exception of some of the classrooms on campus looking north. He said they also considered noise but did not address it because of the estimated distance of more than 150' to the nearest residence. Mr. Houseal noted that Lathrop and North Avenues are busy streets and that the noise level from the HVAC units will be imperceptible by someone walking or driving past or from a resident across the street. Mr. Houseal concluded that he does not see a downside to the application and applauded the applicant's efforts to make the changes financially feasible.

Ms. Scheiner said the Police and Public Works departments reviewed the applications and felt that there was no additional impact to services or their ability to deliver services as a result of the amendment. She confirmed that Mr. Hedlund and the Fire Department engaged in some discussion to ensure that the Fire Department would have access to the roof. She described the reason why it would be difficult to access the roof with the proposed changes given existing ladder systems used by the Fire Department. She described the various solutions they examined and said that the Fire Department was satisfied with the access point that the applicant proposes to install over the existing parish center, provided the material and installation of the stairs are acceptable to the Fire Department and compatible with the membrane roof.

In response to a question from Chairman Martin, Ms. Scheiner confirmed that there would be no impact to the parking and that no updated traffic or parking study was required for the amendment.

Mr. Hedlund stated that they believed the changes are an enhancement and better design and it meets the standards that the DRB uses.

Chairman Martin called the applicant's attention to the February 29, 2016, minutes of the Village Board and noted that one Trustee raised questions about the church's ability to maintain the building addition after it was constructed as well as the visual impact to the existing church. He said they should be aware of the questions that were raised and be prepared to address them if they are brought up at the Village Board level.

Chairman Martin closed the public portion of the hearing.

**IV. DISCUSSION/DELIBERATION AND RECOMMENDATION - Application #16-03 – Amendment to Planned Development Ordinance #3588 – St. Vincent Ferrer Multipurpose Hall (1530 Jackson Avenue)**

Member O'Brien said she thinks the changes are good and consistent with what was requested by the DRB previously, including stone throughout the exterior, and that she is glad they were able to address Fire Department concerns.

Chairman Martin asked if the all-stone construction created problems for the construction itself because of the additional weight. Mr. Houseal said it would not.

Member Ruehle said he is normally concerned about RTUs because they can be very noisy, but because of the mansard roof, the solution is integrated into the design and the noise will not be a burden.

Chairman Martin summarized Mr. Houseal's testimony that, because it would be approximately 150 feet from the RTUs to a house on west side of Lathrop, there should not be any noise impact. Mr. Houseal confirmed that the combination of the mansard roof, setback on the property and distance to the closest single family home would result in no noise impact. Member Ruehle agreed that that was a fair assumption.

A MOTION was made by Member Ruehle and SECONDED by Member O'Brien to recommend to the Village Board of Trustees that the amendment be approved as shown in the application's drawings dated October 19, 2016 and the roof plan as shown on the October 27, 2016 drawings.

Chairman Martin asked the Village Attorney how the amendments sought should be specified or referenced. There was a brief discussion regarding the materials that constitute the application. Mr. Smith said the findings would set forth the changes in the application.

Chairman Martin asked if the DRB members were satisfied that the standards they are required to review when making a recommendation have all been satisfied.

Ayes: Members Ruehle, O'Brien, Ryan, Griffin, and Chairman Martin  
Nays: None  
Motion Passes.

Chairman Martin and Ms. O'Brien stated that they believe the standards had all been met.

**V. APPROVAL OF FINDINGS OF FACT - Application #16-03 – Amendment to Planned Development Ordinance #3588 – St. Vincent Ferrer Multipurpose Hall (1530 Jackson Avenue)**

Chairman Martin explained that, in order to expedite the process, proposed findings of fact had been prepared for the DRB's consideration. He asked the DRB to review them and decide whether to approve them or postpone them to the next meeting.

Chairman Martin suggested a change in the listing of items to more accurately reflect what was requested by the applicant. Mr. Smith explained that the changes would include the change in the exterior materials to stone, the sloped mansard roof, the addition of HVAC units to the roof, roof access for the Fire Department, downspouts and trim around the downspouts to match others on the campus, spacing of the windows and an increase in the height of the building from 20'-1" to 24'-1".

Chairman Martin said there is a statement on page two that the amendment is consistent with the approved planned development permit and creates a benefit to the community as a whole by providing additional event space in the Village. He said that the space was provided by the original application and not by the major amendment application. Mr. Smith confirmed that the reference could be removed.

Chairman Martin suggested that they may want to modify the statement regarding the Fire Department's concerns to indicate that the concerns have been alleviated by the revised plans that were submitted on October 27, 2016. Mr. Smith said he would make the change.

Chairman Martin said the condition of the recommendation should be that the construction is going to comply with all the amended plans that were submitted including the plan dated October 27, 2016. Mr. Smith said there is a standard condition in all the ordinances that require compliance with the plans and that there will be a condition that the roof of the structure shall be built in compliance with the roof plan dated October 27, 2016, to be clear about what the Board is approving as part of the application.

Chairman Martin asked if the DRB members were comfortable with the proposed changes to the findings of fact and whether they were comfortable voting on them at the meeting.

A MOTION was made by Member O'Brien and SECONDED by Member Ryan to approve the findings of fact as amended.

In response to a question from Member Ruehle, Mr. Smith repeated the changes being requested by the applicant and confirmed that the ordinance that will be considered by the Village Board will account for the removal of the condition that HVAC units could not be placed on the roof of the addition.

Ayes: Members Ruehle, O'Brien, Ryan, Griffin, and Chairman Martin  
Nays: None  
Motion Passes

Ms. Scheiner said the Village Board will consider the application at its November 7, 2016 meeting and that the applicant must send notice to the neighbors quickly.

**VI. PUBLIC COMMENT**


None.



**VII. ADJOURNMENT**

A MOTION was made by Member Griffin and SECONDED by Member Ruehle to Adjourn the meeting of the Development Review Board at 8:21 p.m.

Ayes: Members Ruehle, O'Brien, Ryan, Griffin, and Chairman Martin  
Nays: None  
Motion Passes.

Respectfully Submitted:

  
\_\_\_\_\_  
Frank R. Martin  
Chairman, Development Review Board

  
\_\_\_\_\_  
Lisa Scheiner  
Secretary  
  
\_\_\_\_\_  
Date

**VILLAGE OF RIVER FOREST  
SPECIAL MEETING OF THE BOARD OF TRUSTEES MINUTES  
February 29, 2016**

A special meeting of the Village of River Forest Board of Trustees was held on Monday, February 29, 2016 at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue, River Forest, IL.

**1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:02 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Conti, Corsini, Cargie, Colwell-Steinke, and Gibbs

Absent: Trustees Dwyer

Also Present: Village Clerk Sharon Halperin, Village Administrator Eric Palm, Police Chief Greg Weiss, Public Works Director John Anderson, Fire Chief Jim Eggert, Finance Director Joan Rock, Village Engineer Jeff Loster, Village Attorney Lance Malina, Village Attorney Greg Smith

**2. PLEDGE OF ALLEGIANCE**

President Adduci led the pledge of allegiance.

**3. CITIZENS COMMENTS**

**4. BOARD ANNOUNCEMENTS**

Trustee Steinke congratulated President Adduci on her win over the weekend.

Trustee Cargie reported there was a Collaboration Committee meeting last week. He stated the high school pool was discussed and the Committee hopes to have broader communication with the communities as well as a focus group consisting of River Forest residents. He reported the Library identified a problem with students concerning vandalism and general rowdiness. He said he discussed the possibility of periodic visits to the area by the youth officer or some other police presence with Chief Weiss.

Trustee Corsini congratulated the students from Oak Park River Forest High School who participated in the men's wrestling and swimming state finals. She stated the wrestling team won the state championship in their division for the third year in a row.

President Adduci stated that she participated in a fundraiser for the Oak Park Arts League with Forest Park Village President Calderone and Oak Park Village President Abu-Talib. She clarified Trustee Steinke's comment noting that River Forest won a lip sync contest at the event.

#### **4. CONSENT AGENDA**

##### a. Monthly Financial Report

Trustee Gibbs made a motion, seconded by Trustee Conti to approve the Consent Agenda.

Roll call:

Ayes: Trustees Conti, Gibbs, Corsini, Colwell-Steinke, and Cargie  
 Absent: Trustee Dwyer  
 Nays: None

Motion Passes.

#### **5. RECOMMENDATIONS OF BOARDS, COMMISSIONS AND COMMITTEES**

##### a. Traffic & Safety Commission: Study of Traffic Operations on Chicago Avenue

Village Administrator Palm stated there have been requests for a stop sign on Chicago Avenue. He reported that the Traffic and Safety Commission did not concur with that request but requested a comprehensive analysis/study of Chicago Avenue from Thatcher Avenue to Harlem Avenue specifically looking at crosswalks, bump outs, and other traffic control measures in preparation for the resurfacing design of Chicago Avenue. In response to a question from Trustee Cargie, Village Administrator Palm stated the bump outs decrease the width of the roadway for safer pedestrian crossing. Village Attorney Malina added they prevent drivers from going around stopped vehicles to make a right hand turn.

Trustee Gibbs made a motion, seconded by Trustee Conti to accept the recommendation from the Traffic and Safety Commission to review traffic control options, including bump-outs and crosswalk signage with flashing beacons on Chicago Avenue from Thatcher Avenue to Harlem Avenue in conjunction with the design of the Chicago Avenue resurfacing project during FY18.

Trustee Steinke noted bump outs prevent drivers from going around left turners. There was a brief discussion regarding sight lines and protection of parked cars. Village Administrator Palm stated the Village is not presupposing what would happen but taking a look at it.

Trustee Corsini commented that Chicago Avenue in Oak Park from Austin to Harlem is scheduled for resurfacing this year and River Forest is not scheduled until 2019 for this project.

In response to a question from Trustee Gibbs, Public Works Director Anderson stated staff can build thermal striping on Chicago into this year's planned work if needed.

In response to a question from Trustee Cargie, Chief Weiss stated enforcement efforts have been increased since the Village was alerted to issues in this area.



In response to a question from Trustee Conti, Chief Weiss said he is not sure if a specific traffic accident occurred during evening or daylight hours. Trustee Conti suggested reflectors may help.

Roll call:

Ayes: Trustees Conti, Gibbs, Corsini, Colwell-Steinke, and Cargie  
Absent: Trustee Dwyer  
Nays: None

Motion Passes.

b. RF Parks Foundation/Sustainability Committee: Commuter Parking Lot

Village Administrator Palm stated the Village put money into the Capital Improvement Plan for a sustainable “green” parking lot off Thatcher Avenue. He said staff reported the cost to resurface the parking lot is \$30,000 to \$35,000 and the cost to install a sustainable lot is \$100,000 to \$200,000. He acknowledged the benefit of a sustainable lot to stormwater management and said he asked the Sustainability Committee to provide feedback.

Katie Brennan, President of the Parks Foundation and Sustainability Committee, reviewed the basis for the Committee’s recommendation of the option known as the “drive aisle” option. She explained that option consists of permeable pavers in the driving areas in combination with asphalt parking stalls. She noted this option provides meaningful environmental benefits at a lower cost, although higher cost options provide more environmental benefits. She stated the Committee is excited about the drive aisle paver option because it shows River Forest’s commitment to environmental stewardship within practical cost parameters. She reviewed the factors the Committee considered in evaluating the options. She indicated the drive aisle paver option has a lower initial build-out cost than other sustainable options, a reasonable lifetime maintenance cost, a quantifiable permeable surface area, significant stormwater runoff, and a decent tax dollar efficiency. She acknowledged the initial build-out cost for the drive aisle option is \$10,000 more than the \$100,000 allocated to the project and noted that the parking fees charged are lower than the market rate and could possibly be raised to recoup some of the additional cost.

Julie Moller, member of the Parks Foundation and Sustainability Committee, indicated it is difficult to quantify the toxins that may runoff an asphalt parking lot and to manage the content of the stormwater that goes into the river. She noted the Metropolitan Water Reclamation District has a mandate to protect the health and safety of the public within its service area. She discussed the toxic products used in asphalt paving that could runoff into the river and harm wildlife. She indicated the pavers could be helpful in removing pollutants and improving water quality.

In response to a question from Trustee Gibbs, Ms. Brennan stated the permeable pavers filter the water which is beneficial regardless if it goes into the sewer system or into the ground. Village Engineer Loster stated some of the pollutants don’t get filtered out of the system and would get past the treatment plant.

In response to a question from Trustee Cargie, Ms. Brennan stated she would have to defer to another member of their committee in regard to the cost per gallon of water runoff and the tax dollar efficiency quotient. Village Administrator Palm explained that the Committee was able to calculate how much storm water could be captured in the area and break that down on a cost per gallon basis.

In response to a question from Trustee Corsini, Ms. Brennan stated the current parking fee was used to determine the profit from the lot. In response to a question from Trustee Corsini, Finance Director Rock stated the parking fund is split between the General Fund and the Parking Improvement Fund. In response to a question from Trustee Corsini, Village Engineer Loster stated the preliminary analysis is based on cost of permeable pavers in the Green Alleys project.

In response to a question from Trustee Gibbs, Village Administrator Palm stated the Village has an agreement with Metra and if parking rates are to be increased in this lot, they would have to be increased in the other Metra lots in River Forest. In response to a follow up question from President Adduci, Village Administrator Palm stated there cannot be a resident only benefit in regard to Metra parking fees.

There was a brief discussion regarding parking fees in other area Metra lots.

In response to a question from Trustee Conti, Village Administrator Palm stated the use of that lot cannot be changed in the short term and he cannot speculate beyond that. He noted it is important to look at the useful life of a project.

In response to a question from President Adduci, Village Administrator Palm stated staff is looking for feedback from the Board as to whether staff should move forward with the Committee's recommendation.

Trustee Gibbs stated he is uncomfortable spending three times the amount for an asphalt lot on asphalt that does not cover the entire lot. He said he appreciates the Committee's efforts and that his opinion might be different if the project was for the east lot since there is not a lot of aesthetic appreciation for the west lot. Ms. Brennan explained while the initial build-out may be three times the cost of an asphalt lot, the lifetime maintenance of the drive aisles will be less, and one third of the initial cost will be recouped.

President Adduci stated the Committee is not recommending it for aesthetic reasons but for functional reasons.

In response to a question from Trustee Corsini, Village Administrator Palm stated there is not an extraordinary amount of water pooling in the parking lot. He said the Village identified that lot for resurfacing because it is in disrepair and the Village was looking for small sustainability wins. He noted that although the ponding in the parking lot is not problematic, the water feeds into the combined system that goes on Lake Street where there are flooding issues periodically.

In response to a question from Trustee Gibbs, Village Engineer Loster stated the circles in the aisle are inlets and everything is pitched in that direction. He said everything in the lot would be pitched toward the pavers.

In response to a question from Trustee Corsini, President Adduci discussed the next steps which will result in a final cost, and stated the Board would then make a decision.

Trustee Gibbs stated he is ok with moving forward.

Village Administrator Palm asked if the Board wants to see the final engineering before they go out to bid and the Board answered affirmatively.

President Adduci thanked the Committee.

c. Zoning Board of Appeals – Text Amendment – Short Term Rentals – Ordinance

Trustee Cargie made a motion, seconded by Trustee Corsini to approve an Ordinance regarding text amendments for short term rentals.

Village Administrator Palm stated the Village Board had proposed language at a previous meeting, and the Zoning Board of Appeals (ZBA) made one change to strengthen the definition and voted to recommend it to the Village Board. In response to a question from Trustee Corsini, Village Administrator Palm stated that the ZBA added the term “or rented”. Village Attorney Smith explained that if the language only read “offered for rent” some property owners would find a way around it.

Daniel Lauber, 7215 Oak, stated the amendment should be passed. He discussed a court decision in Vermont and two cases in Wisconsin and Indiana that came down on both sides of the issue. He stated short term rentals introduce a commercial use into a residential district and it is not the same as group homes. He noted it is particularly risky in multi-family developments where strangers have access to other units within the building. He said Airbnb is making a lot of money while disrupting neighborhoods. He stated their claims are not backed up with data.

Trustee Steinke stated she does not have a problem with Airbnb and would prefer to have bed and breakfasts regulated. Village Attorney Malina stated many municipalities are looking at this. Trustee Steinke said she would have liked to have seen this as a regulated use in the Village.

Trustee Conti stated she struggled with this but thinks it’s best for the community.

Roll call:

Ayes: Trustees Conti, Gibbs, Corsini, and Cargie  
Absent: Trustee Dwyer  
Nays: Trustee Colwell-Steinke

Motion Passes.

d. Zoning Board of Appeals – Text Amendment – Planned Development Regulation Changes – Ordinance

Trustee Corsini made a motion, seconded by Trustee Conti to approve an Ordinance regarding changes to the Planned Development Regulations.

Village Administrator Palm stated the ZBA held a public hearing regarding this matter on February 25, 2016. He reported the ZBA put the notification provision back into the Ordinance related to the Village Board's final action of the planned development application. He noted staff recommended that the ten day notice period for Village Board consideration be eliminated, but the ZBA moved to add that back in and modify the location of the language. He said the ZBA suggested the responsibility of providing notice should be that of the applicant, not the Village.

Village Administrator Palm stated the building height threshold under minor amendments is that which is on the books at the time the application is approved. In response to a question from Trustee Gibbs, Village Administrator Palm stated the language in the Amendment takes into account situations where the allowable building height is decreased. Village Attorney Malina stated the Village creates limits where something cannot be minor anymore.

Village Administrator Palm stated under 10-19-8(B)(6), the ZBA added back in that an amendment is not considered minor if it "Creates a greater demand or burden on Village service or alters alignment of roads." He said the ZBA struck language (10-19-5(B)(4)) that states failure to post notice on the website would not invalidate an application. He stated staff disagrees and prefers not to box themselves in. He explained that the ZBA recommendations and as well as staff recommendations are before the Board, and the motion would need to be amended to put the language back in.

**In response to a question from President Adduci, Village Administrator Palm said he believes the ZBA thought a failure to post notification on the website without a reason wouldn't warrant that.** He said staff is looking at existing language that has been in place since the Ordinance's creation. Village Attorney Malina stated as a non-home rule municipality there are certain things the Village is required to do, and in this case, the Village is imposing requirements on itself that are beyond the statute.

Dan Lauber stated he is a planner and zoning attorney. He said he applauds everything the ZBA recommended but wants to address the issue of the notice. He stressed the importance of transparency. He pointed out a typographical error in section 10-19-5(C)(1) and said the ZBA's recommendation for 10-19-5(B)(1) is incorrect. He discussed 10-19-8(B)(6) and the importance of not treating that type of modification as minor.

In response to a question from President Adduci, Mr. Lauber stated in his years of experience he has not seen a provision for failure to post and he knows of no instances where the Village failed to post notice. There was a discussion regarding the failure to post provisions.

Trustee Corsini noted a typo in 10-19-5(B)(2). She stated she would like to insert “The Village Administrator shall forward copies of the preliminary application to other appropriate Village committees and/or commissions for review and comment in accordance with or as outlined by Village policy and /or ordinances” after the first sentence. She requested to strike “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” and add “who may provide feedback to the applicant prior to proceeding with the planned development process” to end of the first sentence in section 10-19-5(A)(1)(b).

President Adduci noted there have been lengthy discussions regarding the Economic Development Commission’s (EDC) involvement in the process and the Board decided to leave that language as it is. She said she felt that by removing the language as suggested by Trustee Corsini, the Board would be abdicating their responsibility to the Village Administrator to send an application to the committees and commissions. Trustee Corsini stated that during those discussions it was noted that there would be an option to review, discuss, and revise. She said the Board would not be abdicating their responsibility and noted the planned development process is an administrative process. She indicated the proposed amendment would elevate a specific commission to the level of the Village Board while excluding every other commission.

Trustee Conti stated the ZBA recommendations provide applicants with a clear direction for most circumstances and gives the commissions (who have the expertise) the ability to provide feedback to the Board in a timely manner.

Trustee Corsini reiterated other commissions are excluded. There was further discussion regarding policy and commissions.

Trustee Corsini withdrew her motion.

Trustee Cargie made a motion, seconded by Trustee Conti to approve Ordinance changes to the Planned Development Regulations as recommended by the ZBA.

Roll call:

Ayes: Trustees Conti, Colwell-Steinke, Cargie and President Adduci  
Absent: Trustee Dwyer  
Nays: Trustees Gibbs and Corsini

Motion Passes.

e. Development Review Board – Planned Development Amendment for St. Vincent Church – Ordinance

Trustee Cargie made a motion, seconded by Trustee Gibbs to approve the Ordinance granting an amendment to the Planned Development Amendment Permit for 1530 Jackson Avenue with conditions as recommended by the Development Review Board and with conditions as recommended by Village staff.

Nevin Hedlund, on behalf of St. Vincent's, reviewed the revised proposed development. He stated the purpose of the structure is to support existing programs. He noted accessibility and a major fellowship function will be added to the church with this development. He stated some of the design objectives included minimizing the visual impact, maintaining the view of the beautiful church, and to create a companion building. He noted the Development Review Board (DRB) was in agreement with the decisions and changes made.

In response to a question from President Adduci, Mr. Hedlund stated there were two public hearings and there were no objections or concerns expressed at either hearing. He noted only a few residents appeared at the first hearing and there were no residents at the second hearing.

In response to a question from Trustee Cargie, Mr. Hedlund stated the goal was to eliminate any impact on parking and when the building was reoriented, some green space was lost.

In response to a question from Trustee Steinke, Mr. Hedlund stated the ramp is in between the buildings.

In response to a question from Trustee Corsini, Mr. Hedlund stated the front proposed structure is approximately seventeen feet high and the rear is lower.

In response to a question from Trustee Corsini, Mr. Hedlund stated the area between the buildings will be landscaped and well lit. Police Chief Weiss stated he does not feel the design will pose a safety issue. Trustee Cargie noted it would be visible from North Avenue. In response to a question from Trustee Corsini, Mr. Hedlund stated a portion of the entry will be enclosed.

In response to a question from Trustee Corsini, Mr. Hedlund stated the proposed structure will not obstruct the stained glass windows on the church.

In response to a question from Trustee Gibbs, Mr. Hedlund stated the orientation was changed based on setback violations and recommendations from the DRB and he believes the orientation on the current revision has added benefits over the original orientation. To address Trustee Gibbs' concerns about historic preservation, Mr. Hedlund stated the design compliments the original structure without mimicking it.

In response to a question from Trustee Cargie, Mr. Hedlund stated the structure is the same height as the originally proposed structure but appears to be covering more of the church windows because of the perspective of the rendering.

In response to a question from Trustee Corsini, Mr. Hedlund stated part of the structure is twenty six feet from the church and another part is thirty seven feet from the church.

Responding to a question from Trustee Corsini, Mr. Hedlund described the flow from the school to the proposed structure and noted the path is entirely indoors. In response to a follow-up question from Trustee Corsini, Mr. Hedlund stated the doors into the facility can be controlled.

Mr. Hedlund stated there was no change in square footage from the first design to the second in response to a question from Trustee Corsini.

In response to a question from Trustee Gibbs, Mr. Hedlund stated the proposed structure is setback almost 70' from Lathrop Avenue.

Trustee Corsini inquired about access to specific parking stalls. Mr. Hedlund stated the parking aisle was extended and the plan was designed based on the traffic consultant's suggestions.

Trustee Corsini stated she is a parishioner of the church and expressed her concerns about how the building would be maintained financially and the visual impact of the structure on the existing church.

Trustee Gibbs expressed concerns about the structure blocking the light from the church but added he feels the purpose of the facility is more important.

Roll call:

Ayes: Trustees Conti, Gibbs, Colwell-Steinke, and Cargie  
Absent: Trustee Dwyer  
Nays: Trustee Corsini

Motion Passes.

## **6. UNFINISHED BUSINESS**

None.

## **7. NEW BUSINESS**

- a. Minor Amendment to Roosevelt Middle School Planned Development Permit # 2718

Trustee Gibbs made a motion, seconded by Trustee Conti to authorize the Village Administrator to approve a minor amendment to River Forest School District 90 – planned development permit #2718 for various exterior improvements at Roosevelt Middle School as authorized in 10-19-8 of the Village Code.

In response to a question from Trustee Corsini, Village Attorney Malina stated the Board would be authorizing the Village Administrator to approve the amendment and he can do so once he is legally qualified to do so. He added the Board is not making the change tonight but giving the Village Administrator the authority to approve the amendment should he choose to do so.

Village Administrator Palm reviewed the history of the planned development application which was approved but not pursued by School District 90. He noted the amendment goes back to the 1997 planned development permit prior to the planned development amendment application. He

described the proposal the District has submitted. He stated staff has reviewed the plans and noted under the new planned development code, this would be considered a minor amendment. He said the Village engineer and stormwater management consultant are in the process of reviewing the plans.

In response to a question from Trustee Corsini, President Adduci stated there was consensus among the School Board to go out for bids and to move forward with the lowest responsible bidder. Ed Condon, Superintendent of District 90, School Board clarified that the School Board will vote tomorrow night whether or not to award a contract.

In response to a question from Trustee Corsini, Village Administrator Palm stated the Village Board is seeing the plan before the School Board will take legislative action. He said if the School Board approves it, he will take the comments from the engineers and issue a permit if appropriate. Dr. Condon stated the School Board may not approve it if they are uncomfortable with the costs.

President Adduci stated the Village Board has received a letter from the Library in support of this configuration.

Trustee Corsini stated it would be inappropriate for the Village Board to weigh in on what the school does with their property and who's going to use it. Village Attorney Malina stated the minor amendment does not cause it to revert to the previous planned development, it is reverted automatically because the School did not exercise the amendment. In response to a question from Trustee Steinke, Village Attorney Malina stated the amendment rearranges the same number of parking spaces. Village Administrator Palm stated most of the plan complies with the 1997 Ordinance. Dr. Condon noted there are other components of the plan including installing new walkways, changes in traffic flow, and stormwater management. He said the School Board feels good about meeting the spirit of the 1997 planned development, coming into compliance with what was intended, and are grateful for the partnership of all of their neighbors.

In response to a question from Trustee Corsini, Dr. Condon stated he is not sure why the lot was not built in accordance with the 1997 ordinance.

In response to a question from Trustee Cargie, Village Administrator Palm stated a full set of construction drawings were submitted and the engineers are reviewing them. He stated a traffic study has not been submitted.

In response to a question from Trustee Corsini, Village Administrator Palm stated staff will use the DRB parameters in their review of the plan and will ensure that the plan complies with Village Code.

In response to a question from Trustee Gibbs, Public Works Director Anderson stated only two to three spaces can be squeezed in on Lathrop Avenue and a large, old parkway tree would have to be removed.



In response to a question from Trustee Corsini, Dr. Condon stated there is no intent to widen the apron of the driveway.

In response to questions from Trustee Corsini, Village Administrator Palm stated the process of evaluating the traffic flow has already begun and will primarily focus on on-street and off-site parking and traffic regulations. In response to a question from Trustee Cargie, Village Administrator Palm stated they are shooting for an April Traffic and Safety Commission meeting.

Roll call:

Ayes: Trustees Conti, Gibbs, Corsini, Colwell-Steinke, and Cargie  
Absent: Trustee Dwyer  
Nays: None

Motion Passes.

## **8. EXECUTIVE SESSION**

## **9. ADJOURNMENT**

Trustee Cargie made a motion seconded by Trustee Conti to adjourn the regular Village Board of Trustees Meeting at 9:00 p.m.

Roll call:

Ayes: Trustees Conti, Gibbs, Corsini Colwell-Steinke, and Cargie  
Absent: Trustee Dwyer  
Nays: None

Motion Passes.

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Sharon Halperin, Village Clerk

**VILLAGE OF RIVER FOREST  
SPECIAL MEETING OF THE BOARD OF TRUSTEES MINUTES  
November 7, 2016**

A special meeting of the Village of River Forest Board of Trustees was held on Monday, November 7, 2016 at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue, River Forest, IL.

**1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:00 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Conti, Cargie, Corsini, and Gibbs  
Absent: Trustees Dwyer and Colwell-Steinke  
Also Present: Village Clerk Sharon Halperin, Village Administrator Eric Palm, Police Chief Greg Weiss, Public Works Director John Anderson, Assistant Village Administrator Lisa Scheiner, Administrative Intern Jonathan Pape

**2. CITIZENS COMMENTS**

None.

**3. ELECTED OFFICIALS COMMENTS AND ANNOUNCEMENTS**

Trustee Corsini congratulated the Chicago Cubs on their World Series victory. She thanked Chief Weiss and the staff for adding information to the e-newsletter regarding solicitors. She inquired about the Cook County referendum regarding sick time requirement and minimum wage.

Village Administrator Palm said that some city manager groups have discussed these issues and he has asked the Village's attorney to examine these issues and their potential effect on the Village. He said there are two legal questions:

1. Does the County have the authority to enact a separate minimum wage or sick leave policy? (He said there is disagreement between the County Board and State's Attorney.)
2. As a non-home rule community do they have the ability to opt out?

He said he does not have the answers to these questions at this time but staff is looking into those.

In response to a question from Trustee Corsini, Village Administrator Palm stated staff is looking at updating the Comprehensive Plan in the second half of the fiscal year, and the first step will entail discussions regarding the engagement of a third party consultant.

Trustee Corsini asked whether the Village Administrator would be sending out worksheets to Board Members in advance of the goal setting workshop. Village Administrator Palm said he would be using the same worksheet he has used previously and that it would be distributed to the Village Board Members.

Trustee Cargie inquired whether the Village could do anything regarding landscapers parking their trucks and trailers on the street and narrowing the drive aisle on the street. Chief Weiss stated if they are blocking a driveway or fire hydrant they can enforce a parking restriction. He said he can request

that officers ask the contractors to move the vehicles so they do not create choke points. There was a brief discussion regarding the impact falling leaves have had on cars parking further from the curb and effectively narrowing the street.

Trustee Gibbs recognized members of the armed services and Veterans Day and thanked them for their service.

#### 4. CONSENT AGENDA

- a. Regular Village Board Meeting Minutes – October 24, 2016
- b. Village Attorney Invoice – September 2016 - \$13,407.06
- c. Amend Title 9 of the Village Code – Accessible Parking Space – Edgewood Pl. – Ordinance
- d. Village Administrator Report

Trustee Cargie made a motion, seconded by Trustee Conti to approve the Consent Agenda items A through D.

In regard to item 4C, Trustee Corsini inquired whether or not the handicapped spaces can be used by anyone with a placard or if they would be designated for a specific person. Chief Weiss responded that the space is available for any vehicle with a handicapped placard.

Trustee Corsini stated that the sentence structure of the sentence added to the minutes does not make sense. She said she had reiterated that when the Board formed the Economic Development Commission (EDC), we started with an ad hoc commission to determine whether or not an EDC was necessary. She noted that the Sustainability Committee is a part of the River Forest Parks Foundation and the Village has an intergovernmental agreement with the Parks Foundation to receive advice and consent from that Committee. She added that she is a little confused about what this means and asked President Adduci to explain. President Adduci stated she is happy to explain but she does not think the purpose of the minutes is to explain things. She said the sentence she added (regarding the Committee already serving the role of an ad hoc committee) was what was said and should be inserted after the third sentence. Trustee Corsini said that if the minutes are supposed to reflect every single word that was said it takes away from what the minutes are for. President Adduci stated that her comment is germane to Trustee Corsini's comment. Trustee Corsini suggested wording the comment differently. Assistant Village Administrator Scheiner clarified the change that was made to the minutes and noted it is nearly verbatim. Trustee Corsini stated that she wants the record to reflect that she does understand that the Committee has been formed and there was an intergovernmental agreement with a committee that was part of the River Forest Parks Foundation.

Trustee Gibbs asked how this text was added to the minutes. President Adduci stated that any trustee can add to the minutes.

Roll call:

Ayes: Village President Adduci, Trustees Conti, Gibbs, Cargie  
 Absent: Trustees Dwyer and Colwell-Steinke  
 Nays: Trustee Corsini  
 Motion Passes.

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## 5. MAJOR AMENDMENT TO PLANNED DEVELOPMENT PERMIT – SAINT VINCENT FERRER CHURCH – ORDINANCE

Trustee Conti made a motion, seconded by Trustee Gibbs to approve an ordinance granting the Planned Development Amendment Permit for 1530 Jackson Avenue with condition(s) as recommended by the Development Review Board or with conditions recommended by the Village staff.

Nevin Hedlund, Nevin Hedlund Architects, noted that the Development Review Board (DRB) voted five to zero to recommend the Planned Development Amendment Permit. He discussed what was not changed in the plan. He said the changes include a full stone building along with a mansard-style roof around the perimeter of the building. He noted that the changes will save a considerable amount of money by changing the design of the mechanical systems that serve the building. He discussed the ways the building matches the surrounding buildings. He reviewed the roof design and emphasized that there is full access to the roof for both maintenance and the Fire Department. He noted that the roof top unit is not visible from the street or neighboring residences. He reported that the Village planner was pleased with the changes, the fire department is happy with the changes, and the police department did not request any changes.

Trustee Conti stated that they are great, thoughtful changes that will match the other buildings. In response to a question from Trustee Conti, Mr. Hedlund displayed a sample of the stone product, described how it will be installed, and the benefits of the system. He said the color is cashmere gold in a range that matches the church perfectly.

In response to a question from Village Clerk Halperin, Mr. Hedlund displayed the slate-like polymer product which will be used on the roof and stated it is resistant to denting, is high technology, long lasting and would match the building. In response to a question from Conti, Mr. Hedlund said the material will last forever.

Trustee Cargie inquired about the conditions recommended by staff stated in the motion. Assistant Administrator Scheiner stated that staff recommended that the fire department access to the roof comply with the October 27, 2016 drawing. Mr. Hedlund explained that after documents were submitted to the DRB they met with the Fire Department and made the change to the roof access and introduced the change at the meeting.

In response to a question from Village Clerk Halperin, Mr. Hedlund stated that the roof top units will not be visible by neighbors even from a second story window.

Roll call:

Ayes: Village President Adduci, Trustees Conti, Gibbs, Cargie  
Absent: Trustees Dwyer and Colwell-Steinke  
Nays: Trustee Corsini  
Motion Passes.

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Trustee Corsini said the Application does not meet conditions in Ordinance 10-19-3 in regard to items I and L.

#### **6. MINOR AMENDMENT TO PLANNED DEVELOPMENT PERMIT – KEYSTONE PARK PLATFORM TENNIS COURTS – ORDINANCE**

Trustee Corsini made a motion, seconded by Trustee Cargie to approve an Ordinance granting approval of a minor Amendment to the Keystone Park Planned Development Permit granting the installation of two platform tennis courts in place of one traditional tennis court.

Lynn Libera of 1330 Jackson Avenue, stated she is in support of the addition of the paddle courts.

Kitty Bingham of 1027 Keystone spoke in support of the addition of the paddle courts. She noted the absence of the paddle hut in the Application. She said she wanted to mention that a number of the members of the paddle tennis community are anxious to have a court level paddle hut. She said they would be remiss not to discuss it and asked the Board to view it as a minor amendment.

Trustee Cargie inquired how that could be considered as a minor amendment. Village Administrator Palm stated that it depends on the plan that the Park District submits and it cannot be minor if it increases the height or footprint of the building. He noted that a lot of it would depend on what the Park District did with the existing space and that the devil is in the details.

In response to a question from Trustee Gibbs, Michael Sletten, Executive Director of River Forest Park District, stated there are two paddle courts presently.

Mr. Sletten stated that the Park District put in the courts two years ago and explained the growth of the paddle tennis program. He said that the Park District is looking for two additional courts. He stated that the numbers are there to support the facilities and would fill the four total courts to capacity. He said that the two courts would mirror the existing two courts and would be built directly east of the platform tennis courts. He noted that the only difference between the existing and proposed courts is a six foot space instead of a twelve foot space to allow more social activities on the court. Mr. Sletten stated that a future paddle hut would be placed further east of the new courts. He said the new courts will have new LED lighting and the height of the poles would be the same. He indicated that once the new courts are completed the Park District is anticipating changing out the lights in the other courts. He noted that a photometric plan was included in the Application and the spill is approximately fifty feet around the court. He mentioned that up until now the Park District has had no complaints. He explained that part of the project will be removing a tennis court and a bank of lights.

In response to a question from Trustee Corsini, Mr. Sletten described the changes in the lighting and pointed out the location in the diagram. In response to a follow up question from Trustee Corsini, Mr. Sletten stated the poles will remain because they are used for other courts but the fixtures will be disconnected. In response to a question from Trustee Cargie, Mr. Sletten stated that the poles on the southwest side stay because two of the fixtures will still be in use. Trustee Cargie followed up with a question about the poles on the northwest side. Mr. Sletten stated those poles will remain.

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In response to a question from Trustee Corsini, Mr. Sletten stated that there are six courts presently and this project will bring it down to five. Mr. Sletten discussed which courts will stay and which will be removed. Trustee Corsini questioned whether the footprint will be smaller with this change because it appears smaller in the drawings. Mr. Sletten suggested that there may be a scaling problem on the drawing but the dimensions are correct and the new courts will be the same size as the other platform courts. He stated that the paddle court dimension is sixty by thirty feet with a six or twelve foot walkway between the courts. In response to a question from Trustee Corsini, Mr. Sletten stated the existing building is used as a warming hut. He said the plan is to drop a building in a different space for the warming hut and the existing building will be used for other program space.

Trustee Corsini inquired if the platform tennis courts will be open to all River Forest residents. Mr. Sletten stated that the use of the courts is membership based and the annual membership fee is approximately \$180 for River Forest residents. In response to a follow up question from Trustee Corsini, Mr. Sletten said that non-residents in Oak Park and Forest Park pay the same and their membership is subsidized by their municipality. Trustee Corsini questioned whether there is an issue with giving preferential treatment of River Forest residents. In response, Mr. Sletten stated there has not been any issue with that, and he added that once someone becomes a member there is no differentiation in regard to residency. In response to a question from Trustee Corsini, Mr. Sletten stated that in order to use the courts, one would have to be a member or taking lessons.

In response to a question from Trustee Cargie, Mr. Sletten stated the spill from the biggest tennis lights will be reduced. He noted that there is no clear engineering definition of glare and that by reducing the height of the poles from thirty five feet to twenty eight feet he expects the glare to be reduced.

In response to a question from Trustee Corsini, Mr. Sletten stated there is no plan to extend the time of use for the lights past 10:30 p.m. Trustee Corsini noted that there were only two complaints in the minutes regarding the extended use.

Trustee Conti made an inquiry regarding the timeline. Mr. Sletten stated that if the project is approved tonight, construction would start in April and be completed in July. In response to a question from Trustee Cargie, Mr. Sletten stated that there are three contractors who do this type of work. He expects the one they used previously will get the contract and the Park District is working with that contractor on specifications.

Trustee Conti stated that if the sport is going to be around a while it makes sense to create a new scheme with the paddle hut included so the plan/schematic is decided but not built until later. Mr. Sletten stated that the Park District has done a lot of work with the architects on various versions and they are comfortable with the space that is there and that it will work out. Trustee Conti stated that she would like to see an architectural rendering of the entirety.

President Adduci said the hut is not being built now and when that process is begun, the Board can determine whether it is a major or minor amendment. Mr. Sletten added that the Park District has run the numbers and are not financially prepared to proceed with the paddle hut at this time. He reiterated that they are comfortable with the location selected for the hut. In response to a question from President Adduci, Mr. Sletten stated the location of the hut is based on the configuration of the

courts noting that the Park District is landlocked. He commented that it could be different if they scrapped everything if there was a better way, and he reiterated that they are landlocked.

Trustee Cargie suggested moving the courts nineteen feet to the east to place the hut in between the courts. Mr. Sletten stated that if they did that, they would have to install sidewalks on either side which might have to be compliant with the Americans with Disabilities Act (ADA).

Trustee Gibbs stated that when the High School redid the football stadium in 2002 they did the subterranean work to install the lights at a future date and noted that lights were never installed. He cautioned them that if they are going to do something that is going to require that kind of work, the time to do it would be when they are pouring concrete the first time to avoid having to dig it up later. He stated that if it is the Park District's desire to have the hut in the future, the Board wants them to be prepared for it regardless of whether it is a major or minor amendment and to save money by avoiding removal of the concrete. In response, Mr. Sletten stated the reason the hut is located to the west is because it is easier to bring in utilities and do the work. President Adduci stated it would be nice to see the whole layout showing where the hut will go and to see plans to pour concrete with electricity and plumbing in mind. Trustee Gibbs questioned whether it would be a minor amendment to remove the hut from the plan if the Board approved the plan with the hut and it is not built. Mr. Sletten reminded the Board that the Park District does not have the money to build the hut at this time. President Adduci asked if the Park District is trying to do it cheaply and then go back. Mr. Sletten stated there is a warming facility there. Trustee Gibbs restated that for the sake of the cost of ink, the Park District should include a hut on the site plan. He said he believes the Park District would get approval for the hut and then could sit on the approved plan and come back to the Board at a later date. Village Administrator Palm stated it would be difficult to determine if this is a major versus minor amendment without knowing what the hut will ultimately look like. He discussed the Fenwick project where they planned for lights but did not include them in their original plan. In response to a question from President Adduci, Village Administrator Palm stated the hut could possibly be done as a minor amendment or as a building permit. There was a brief discussion regarding the inclusion of the hut in the plan.

Trustee Corsini questioned whether the Park District has a long term plan or vision for the park. Mr. Sletten stated that the tennis facility is operated as an enterprise fund and the construction and operation of the facility is from revenue generated through revenue related to platform tennis which is mostly membership, lessons, etc. He stated that there are a few other projects on the table now that serve a greater number of people.

President Adduci said that Trustee Corsini brought up a good point in regard to the Village Board wanting to see a long term plan. Trustee Corsini stated that the Park District will obviously phase in the priorities based on their long term facilities plan. She inquired whether platform tennis falls into a long term facilities plan. Mr. Sletten confirmed that it does not. Trustee Corsini suggested that the Park District Board include this in their long term plan even though it is paid for outside the budget.

Trustee Conti asked if the Village Board could approve this amendment with conditions. Trustee Corsini stated she understands Village Administrator Palm's statement in regard to the technical aspects such as laying cable for utilities as more of a building permit related issue at this point as opposed to something the Board would be voting on. President Adduci stated that the Village will not know the Park District's plans in regard to placement of the utility lines and noted that Fenwick

provided the Board with a complete vision. Village Administrator Palm stated that the Park District is planning for the hut in a specific location but does not have a scope or specifications for it and it may be difficult to put something in the ground to accommodate it. He suggested that the Board approved the current plan. There was a brief discussion regarding whether the Board should wait for a long term plan or whether they are encouraging the Park District to plan for the future in order to save tax dollars. Mr. Sletten stated there is no economy of scales in regard to putting the hut in now or at a later date – it will cost the same.

In response to a question from Trustee Cargie, Mr. Sletten stated the nineteen foot space to the east will be grass covered/green space.

In response to a question from Trustee Corsini, President Adduci said it would be too much to ask the Park Board to bring the plans to the Village and noted the plans before the Village Board been through their board. Trustee Cargie stated that if the area where the hut is to be built is grass, it does not matter. Trustee Gibbs stated he is comfortable approving a plan with the hut even if it is not built. President Adduci stated that if the Park District wants to revisit the plans within the next month or so, the Board is ready and able to take their request at a special meeting.

Roll call:

Ayes: Trustees Conti, Gibbs, Cargie, and Corsini  
 Absent: Trustees Dwyer and Colwell-Steinke  
 Nays: None.  
 Motion Passes.

**7. SEEKING BOARD CONSENSUS TO RECONSTRUCT ALLEY (SOUTH OF NORTH – BETWEEN WILLIAM AND CLINTON)**

Village Administrator Palm stated the Village was going to continue the Green Alley west but was not able to do so because the cost exceeded the grant amount. He said there have been stormwater and ponding issues on this section of the alley and money was allocated in the budget for this year to fix it. He indicated that the residents of that area are looking for a more permanent solution. He noted that the Illinois Green Infrastructure Grant (IGIG) money owed to the Village was not included in the budget as revenue. He reported that the Village received the money and has \$300,000 in the capital fund for this year that was not anticipated. He said staff would like to start designing the project so it can be bid out in the spring and completed in this fiscal year as long as there are no concerns. He stated that the cost is approximately \$100,000.

In response to a question from Trustee Gibbs, Village Administrator Palm stated there will be two versions, one will have brick pavers and the other will include a stormwater friendly system such as what was done in the West Thatcher lot. In response to a question from Trustee Cargie, Village Administrator Palm stated the alleys that were completed have full pavers width to width but that would be difficult to do here. He said the Public Works Department and the Village Engineer have been looking at new pavement types and bricks that provide stormwater relief in these types of areas. He indicated there is not a final design because the process has not been started but it will consist of some type of stormwater friendly material.



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Clerk Halperin commented that that area is a mess and dangerous, especially in the winter. Trustee Corsini stated that there is a lot of variation in heights in that alley and it will be challenging from an engineering standpoint. Public Works Director Anderson stated that the only feasible solution is to pitch it towards the middle and have pavers in the middle. Trustee Corsini indicated that the alley elevation needs to go down. Public Works Director Anderson stated the sides could remain the same at the same elevation but the middle will be pitched lower. He said that a survey was performed and it shows the elevation differences.

Trustee Corsini clarified that the grant funds received are a reimbursement not "extra money". Village Administrator Palm affirmed that it was not extra money but it was money the Village finally received. He said the Village budgeted conservatively and did not include the IGIG grant in the budget in the event that it was not received.

Trustee Corsini suggested the Village continue the same color of brick pavers similar to what Oak Park and Elmwood Park did. Public Works Director Anderson stated that permeable pavers come in different colors and types. He said it will not look exactly the same as the others because it would be much more expensive and will take more time to complete.

In response to a question from Trustee Corsini, Public Works Director Anderson stated that this project will stand on its own and will not be bid out with street resurfacing because it will be done earlier.

In response to a question from Clerk Halperin, Public Works Director Anderson stated the concept will be the same as the Quick Alley project. Clerk Halperin questioned why the Quick Alley project is taking so long. Public Works Director Anderson replied that the contractor has been dragging his feet. Village Administrator Palm stated that the Village has begun charging the contractor liquidated damages as a result of the delays on a per diem basis.

Trustee Gibbs stated that situation in this alley is pretty bad. He reported that Andy Gagliardo, a business owner, has called him on numerous occasions to look at the alley. He said it was horrible last winter when the ice started to melt and that it left three to four inches of water. He reported that a drain on the stairs of the apartment building to the south of the businesses functioned as a drain for the alley. Trustee Gibbs stated that after the last rain, it happened again and he believes it is worse since the other alleys have been done. He said the Board is dealing with a project that needs to be done and, from an emotional aspect, the Village is dealing with residents who feel they were slighted because the other alleys were done. He stated that he is glad staff brought this to the Board.

In response to a question from Trustee Corsini, President Adduci confirmed that a consensus was sought and it sounds like they have it.

Trustee Gibbs discussed the previous approach to deal with stormwater in alleys and the current approach. He suggested that the yards of homes with grass adjacent to the alley act as a spillway for the alley.

In response to a question from Trustee Conti, Public Works Director Anderson stated that in the center of the alley there is basically a big trench with stone underneath and drain tile. He said that if

it was totally full, the water would spill out and go into the sewer. He stated that normal rainfall would soak into the center.

President Adduci stated there is consensus.

## 8. EXECUTIVE SESSION

Trustee Cargie made a motion seconded by Trustee Gibbs to recess to Executive Session to discuss personnel and collective bargaining.

Roll call:

Ayes: Trustees Conti, Gibbs, Cargie, and Corsini  
Absent: Trustees Dwyer and Colwell-Steinke  
Nays: None.  
Motion Passes.

## Call To Order/Roll Call Return to Regular Session

The Board returned to Regular Session at 9:02 p.m. Upon roll call, the following persons were present:

President Adduci, Trustees Corsini, Conti, Cargie, and Gibbs

Absent: Trustees Dwyer and Colwell-Steinke

Also Present: Village Administrator, Eric Palm, Assistant Village Administrator, Lisa Scheiner, Village Clerk, Sharon Halperin

## 10. ADJOURNMENT

Trustee Gibbs made a motion seconded by Trustee Cargie to adjourn the special meeting of the Village Board of Trustees at 9:02 p.m.

Roll call:

Ayes: Trustees Conti, Gibbs, Cargie, and Corsini  
Absent: Trustees Dwyer and Colwell-Steinke  
Nays: None.  
Motion Passes.

  
\_\_\_\_\_  
Sharon Halperin, Village Clerk



## ST. VINCENT FERRER CHURCH

PERSPECTIVE VIEW- NORTHWEST CORNER  
01/06/2016

**NEVIN HEDLUND ARCHITECTS, INC.**

7985 Lake Street, River Forest, Illinois 60305  
Telephone: 708.771.7117 Facsimile: 708.771.7124  
Website: [www.HedlundArchitects.com](http://www.HedlundArchitects.com)

**St. Vincent Ferrer – Proposed Multi-Purpose Addition  
Application for Planned Development**

**Application for a Planned Development (Revised 10-18-17)**

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.

**St. Vincent Ferrers Literary Society  
Dba St. Vincent Ferrer  
1530 Jackson Avenue  
River Forest, IL 60305**

**(See Deed in section 3)**

2. A statement from the owner, if not the applicant, approving the filing of the application by the particular applicant.

**See attached cover letter.**

# St. Vincent Ferrer Catholic Church

Dominicans



October 6, 2017

Ms. Lisa Scheiner  
Village of River Forest  
400 Park Avenue  
River Forest, IL 60305

Re: St. Vincent Proposed Building Addition  
Development Review Board – Request for Review

Dear Ms. Scheiner:

St. Vincent Ferrer would like to request a change in the Application #17-01 as follows:

Application # 17-01: Amendment to the Planned Development Granted in Ordinance 2883, as Amended by Ordinances 3588 and 3622. The Applicant, St. Vincent Ferrer, proposes to remove a condition of approval regarding the color of the exterior windows of the multipurpose hall and supporting spaces at St. Vincent Ferrer Church at 1530 Jackson Avenue, River Forest, Illinois 60305, located on the south side of North Avenue between Jackson Avenue and Lathrop Avenue.

We look forward to your favorable review. Please reply with any questions.

Sincerely



Fr. Thomas McDermott, OP  
Pastor  
St. Vincent Ferrer Church

1530 Jackson Avenue, River Forest, Illinois 60305

Telephone (708) 366-7090 Fax (708) 366-7092 [www.svfparish.org](http://www.svfparish.org)

A parish in the Archdiocese of Chicago entrusted to the Dominican Friars of the Central Province, U.S.A.

**St. Vincent Ferrer – Proposed Multi-Purpose Addition  
Application for Planned Development**

3. A survey, legal description and street address of the subject property.

**See attached Deed and Survey.**

BLOCKS TWO (2) AND THREE (3) IN WILLIAM H. BECKMAN'S SUBDIVISION OF THE WEST HALF (W1/2) OF THE WEST HALF (W1/2) OF THE NORTH EAST QUARTER (N E 1/4) OF SECTION ONE (1), TOWNSHIP THIRTY-NINE (39) NORTH, RANGE TWELVE (12), EAST OF THE THIRD PRINCIPAL MERIDIAN.



The Grantor — Peter A. Meyer a Widower —

of the Village of Elmhurst — in the County of DuPage —  
and State of Illinois — for and in consideration of the sum of  
Eighteen thousand and no/100 — (\$18,000<sup>00</sup>) — Dollars, in hand paid,  
Convey and Warrant to — Albert Dennis Casey —

of the — City of Chicago — County of Cook —  
and State of — Illinois — the following described Real Estate, to-wit:  
— Block Three (3) in William H. Beckman's Subdivision of the West  
Half (W.1/2) of the West Half (W.1/2) of the North East quarter  
(N.E.1/4) of Section One (1), Township Thirty-nine (39) North, Range  
Twelve (12) East of the Third (3rd) Principal Meridian. —

situated in the — Village — of River Forest in the County of — Cook —  
in the State of — Illinois — hereby releasing and waiving all rights under  
and by virtue of the Homestead Exemption Laws of the State of Illinois.  
— Subject to all taxes and assessments subsequent to the year 1922. —

Dated, This Eighteenth — day of — April — A. D. 19 23. —

*Peter A. Meyer*

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State of ILLINOIS }  
County of COOK } ss.



Joseph A. Parlek

Notary Public in and for said County, in the

State aforesaid, Do Herby Certify, That

ALBERT D. CASEY, a bachelor,

personally known to me to be the same person whose name is  
subscribed to the foregoing instrument, appeared before me this day in person,  
and acknowledged that he signed, sealed and delivered the said Instrument  
as his free and voluntary act, for the uses and purposes therein set  
forth, including the release and waiver of the right of homestead.

Given under my hand and Notarial seal, this

23<sup>rd</sup> day of January A. D. 1924

Joseph A. Parlek  
Notary Public.

Commission expires          A. D. 19        

Box 642  
**WARRANTY DEED**

STATUTORY FORM

Albert H. Casey

TO  
Abmician College

8988495

STATE OF ILL. )  
COOK COUNTY ) S.S. NO.  
FILED FOR RECORD

REC'D JUN 5 PM 1 20

ALSO RECORDED IN  
BOOK 21548 PAGE 364

Joseph A. Parlek  
Notary Public

525  
**CREMIN & O'CONNOR**

GEORGE E. COLE & COMPANY

BOOK 21543 PAGE 304

The Grantor, ALBERT D. CASEY, a bachelor.

of the City of Chicago in the County of Cook and State of Illinois for and in consideration of the sum of One Dollar and other good and valuable considerations in hand paid, Convey and Warrant to DOMINICAN COLLEGE OF ST. THOMAS AQUINAS, a Corporation

of the Village of River Forest County of Cook and State of Illinois the following described Real Estate, to-wit: Block Two (2) in William H. Beckman's Subdivision of the West Half (W. 1/2) of the West Half (W. 1/2) of the Northeast Quarter (N.E. 1/4) of Section One (1), Township Thirty-nine (39) North, Range Twelve (12) East of the Third Principal Meridian, in Cook County, Illinois; and also

Block Three (3) in William H. Beckman's Subdivision of Section One (1), Township Thirty-nine (39) North, Range Twelve (12) East of the Third Principal Meridian,

situated in the Village of River Forest in the County of Cook in the State of Illinois hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois.

Dated, This Twentieth third day of January A. D. 19 25

Signature lines with 'S' marks and a handwritten signature 'Albert D. Casey'.

STATE OF ILLINOIS

COUNTY OF COOK

ss.

I, Emil F. Roehke,

a Notary Public

in and for said County, in the State aforesaid, DO HEREBY CERTIFY that - Peter O'Brien personally known to me to be the President of the DOMINICAN COLLEGE OF SAINT THOMAS AQUINAS, an Illinois corporation, and Norbert Georges personally known to me to be the Secretary of said corporation, and personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that as such President and Secretary, they signed and delivered the said instrument as President and Secretary of said corporation, and caused the corporate seal of said corporation to be affixed thereto, pursuant to authority, given by the Board of Directors of said corporation as their free and voluntary act, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this 10th day of January A. D. 1936

*Emil F. Roehke*

Notary Public



<b>WARRANTY DEED</b> Corporation to Corporation	DOMINICAN COLLEGE OF SAINT THOMAS AQUINAS, an Illinois corporation	TO	SAINT VINCENT FERRERS LITERARY SOCIETY, an Illinois corporation	STATE OF ILLINOIS } SS. NO. COOK COUNTY FILED FOR RECORD 11741172 1936 JAN 10 AM 11 39 32641 607 AND RECORDED IN BOOK PAGE <i>Edward J. Kinde</i> RECORDER	MAIL 12-10
				55	GEORGE F. STIMP & COMPANY

*Proof Exhibit 2*

BOOK 32641 PAGE 607

**This Indenture Witnesseth,** that the Grantor

----- DOMINICAN COLLEGE OF SAINT THOMAS AQUINAS -----  
a corporation created and existing under and by virtue of the  
laws of the State of ----- Illinois ----- duly authorized to transact business in the State  
of ----- Illinois ----- for the consideration of ----- TEN ----- and 00/100ths -----  
Dollars and pursuant to authority given by the Board of ----- Directors ----- of said corporation,  
CONVEYS and WARRANTS unto SAINT VINCENT FERRERS LITERARY SOCIETY -----  
-----  
a corporation created and existing under and by virtue of the laws of the State of Illinois,  
having its principal office in the Village of River Forest  
and State of Illinois the following described Real Estate, to wit:

Blocks Two (2) and Three (3) in William H. Beckman's Subdivision  
of the West Half (W $\frac{1}{2}$ ) of the West Half (W $\frac{1}{2}$ ) of the North East  
Quarter (N E  $\frac{1}{4}$ ) of Section One (1), Township Thirty-nine (39)  
North, Range Twelve (12), East of the Third Principal Meridian,

situate in the County of ----- Cook ----- in the State of ----- Illinois -----

In Witness Whereof, said Grantor has caused its corporate seal to be hereto affixed, and  
has caused its name to be signed to these presents by its ----- President, and attested by its  
Secretary, this

10th day of January A. D., 1936  
DOMINICAN COLLEGE OF SAINT THOMAS  
AQUINAS, an Illinois Corporation,



By Pete O'Brien President

Attest: Robert George Secretary

STATE OF *ILLINOIS*  
COUNTY OF *COOK* } ss.

*& Notary Public*

I

in and for said County, in the State aforesaid, DO HEREBY CERTIFY that

personally known to me to be the *President of the DOMINICAN COLLEGE OF SAINT THOMAS AQUINAS, an Illinois* corporation, and personally known to me to be the

Secretary of said corporation, and personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that as such *President and Secretary*, they signed and delivered the said instrument as *President and Secretary* of said corporation, and caused the corporate seal of said corporation to be affixed thereto, pursuant to authority, given by the Board of *Directors* of said corporation as their free and voluntary act, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

GIVEN under my hand and seal this *day of January* A. D. 19*36*.

*Notary Public*

<p><b>WARRANTY DEED</b> Corporation to Corporation</p>	<p><i>DOMINICAN COLLEGE OF SAINT THOMAS AQUINAS, an Illinois corporation</i></p>	<p>TO <i>Saint Vincent Ferrers Literary Society, an Illinois corporation</i></p>	<p>57</p>	<p><b>GEORGE H. COLLETT COMPANY</b></p>
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**This Indenture Witnesseth**, that the Grantor  
-----DOMINICAN COLLEGE OF SAINT THOMAS AQUINAS-----

, a corporation created and existing under and by virtue of the laws of the State of ---*Illinois*--- duly authorized to transact business in the State of ---*Illinois*----- for the consideration of ---*TEN and 00/100ths* Dollars and pursuant to authority given by the Board of ---*Directors*--- of said corporation, CONVEYS and WARRANTS unto *SAINT VINCENT FERRERS LITERARY SOCIETY* -----

a corporation created and existing under and by virtue of the laws of the State of *Illinois*, having its principal office in the *Village* of *River Forest* and State of *Illinois* the following described Real Estate, to wit:

*Blocks Two (2) and Three (3) in William H. Beckman's Subdivision of the West Half (W 1/2) of the North East Quarter (NE 1/4) of Section One (1), Township Thirty-nine (39) North, Range Twelve (12), East of the Third Principal Meridian,*

*of the West Half (W 1/2)*

situate in the County of ---*Cook*--- in the State of ---*Illinois*---

In Witness Whereof, said Grantor has caused its corporate seal to be hereto affixed, and has caused its name to be signed to these presents by its \_\_\_\_\_ President, and attested by its

Secretary, this *10<sup>th</sup>* day of *January* A. D., 1936.  
*DOMINICAN COLLEGE OF SAINT THOMAS AQUINAS, an Illinois Corporation,*

By \_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary

State of Illinois, }  
COUNTY OF COOK }

IN PRESENCE OF CHARLES C. WILLSON

A Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY, that E. TRAEGER Vice-President of the CHICAGO TITLE AND TRUST COMPANY, and FRIEDA TOW

Assistant Secretary of said Company, personally known to me to be the same persons whose names are subscribed to the foregoing instrument as such Vice-President and Assistant Secretary respectively, appeared before me this day in person and acknowledged that they signed and delivered the said instrument as their own free and voluntary act, and as the free and voluntary act of said Company, for the uses and purposes therein set forth; and the said Assistant Secretary did also then and there acknowledge that she, as custodian of the corporate seal of said Company, did affix the said corporate seal of said Company to said instrument as her own free and voluntary act, and as the free and voluntary act of said Company, for the uses and purposes therein set forth.

Witness under my hand and Notarial Seal this 12th day of March 1943

*Charles C. Willson*  
Notary Public.

Call

BOX

RELEASE DEED

CHICAGO TITLE AND TRUST COMPANY

Trustee

TO

ST. VINCENT FERRER'S LITERARY SOCIETY

CHICAGO TITLE AND TRUST COMPANY

This and Trust Building

CHICAGO

Form 58 AM 11-27 FTS

Mail to:

**Know all Men by these Presents,** That CHICAGO TITLE AND TRUST COMPANY, a corporation of the State of Illinois, as Trustee

in consideration of one dollar, and other good and valuable considerations, the receipt whereof is hereby acknowledged, does hereby release, convey and quit-claim unto ST. VINCENT FERRER'S LITERARY SOCIETY, River Forest, Illinois, a corporation of Illinois


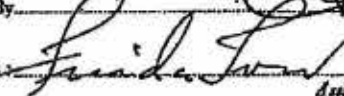
its successors and assigns, all the right, title, interest, claim, or demand whatsoever which the grantor herein may have acquired in, through or by a certain Trust Deed, bearing date the 18th day of July A. D. 1940, and recorded in the Recorder's Office of Cook County, in the State of Illinois, as Document Number 12516619, in Book 35285 of Records, page 540, to the premises therein described, situated in the County of Cook, State of Illinois, as follows, to-wit:

Lots 7,8,9 in block 3 in William H. Beckman's Subdivision of the west half of the west half of the northeast quarter of Section 1, Township 39 North, Range 12, East of the Third Principal Meridian, in Cook County, Illinois, together with all buildings, improvements and appurtenances thereunto attached or belonging, including all window screens, door screens, curtain fixtures, furnaces, ranges, gas and electric light fixtures, and steam and other heating apparatus and any and all other fixtures that may be placed in any building now or hereafter standing upon said premises, together with all rents, issues and profits which shall hereafter accrue from said premises.

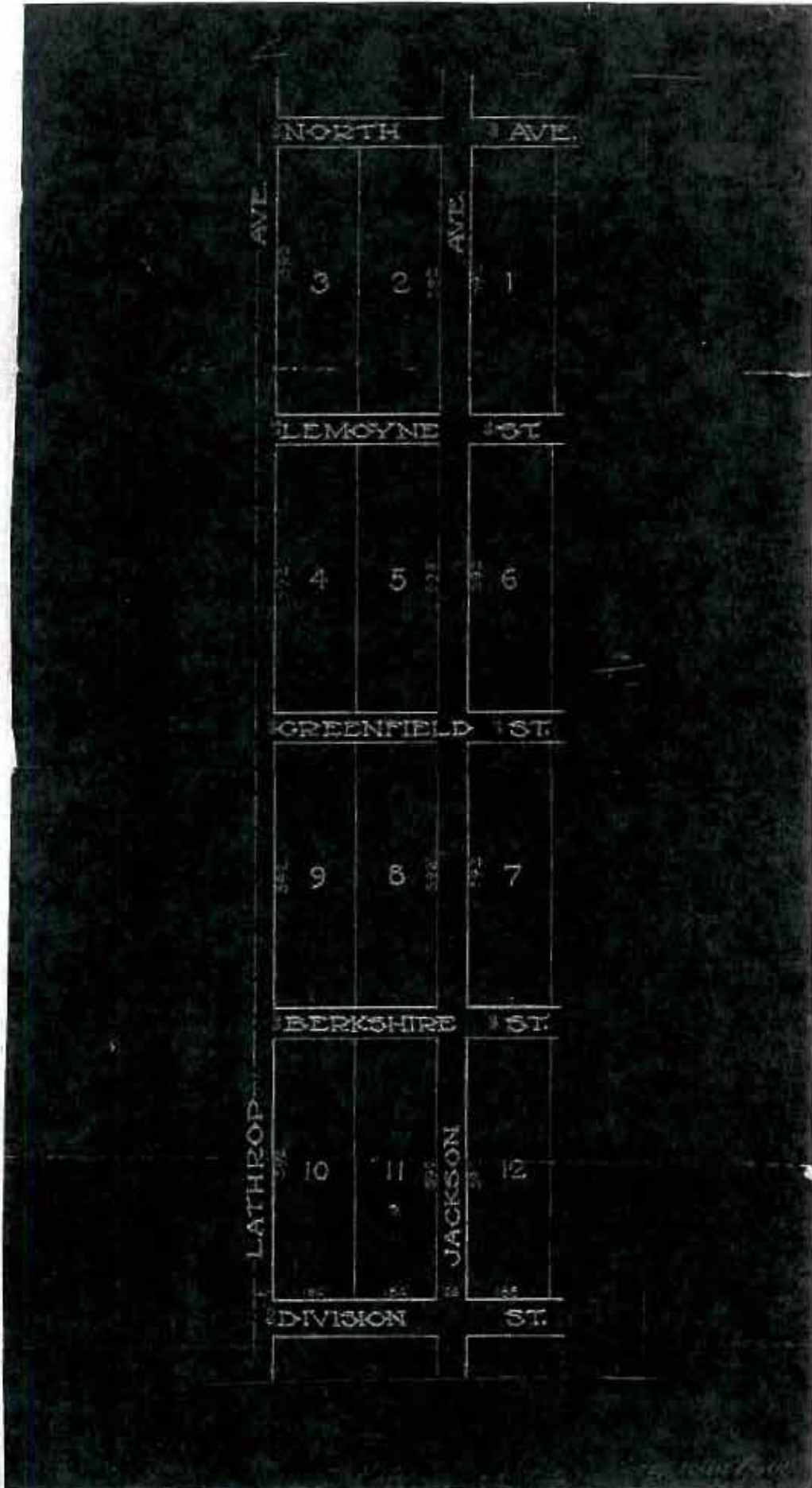
together with all the appurtenances and privileges thereunto belonging or appertaining.

In Witness Whereof, Said CHICAGO TITLE AND TRUST COMPANY, as Trustee as aforesaid, has caused these presents to be signed by its Vice-President, and attested by its Assistant Secretary, and its corporate seal to be hereto affixed, this 12th day of MARCH A. D. 19 43.

CHICAGO TITLE AND TRUST COMPANY,  
As Trustee as aforesaid,

By BA  Vice-President  
Attest:  Assistant Secretary





**St. Vincent Ferrer – Proposed Multi-Purpose Addition  
Application for Planned Development**

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.

**See attached narrative addressing the standards.**

### **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:

**Revised 10-18-17 – The requested amendment does not change the previously approved standards for review.**

A. The proposed use or combination of uses is consistent with the goals and policies of the comprehensive plan;

**The proposed project of adding a multi-purpose hall to the existing campus of St. Vincent site is consistent with the goals of the comprehensive plan including:**

- 1. The project is consistent with the character of the surrounding buildings (see attached drawings and renderings).**
- 2. The project will support a balance of residential, commercial and public uses within the Village.**
- 3. The project will enhance the institutional facilities by providing a multi-purpose space for St. Vincent.**
- 4. The project will improve the quality of social spaces for the church and members of the church that live in the community.**

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;

**The proposed project will not change the pedestrian or vehicle traffic patterns and will not increase the demands on Village services for police, fire or public works. The addition will be used to support existing programs including fellowship and school functions.**

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;

**The proposed project will serve existing programs and will not change the nature or use of the existing planned development. Therefore, the project will not diminish the use or enjoyment of the other property in the vicinity of the subject site.**

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;

**The proposed project will serve existing programs and will not change the nature or use of the existing planned development. Therefore, the project will not impede the normal and orderly development and improvement of surrounding properties for uses permitted in the zoning district.**

E. The proposed use or combination of uses will not diminish property values in the vicinity;

**The proposed project will add a new amenity to the church that will improve the quality of the institution. This improvement will have no effect on the surrounding property and not diminish the 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;

**The proposed project will not change the existing parking, drive aisles, curb cuts or circulation for vehicles or pedestrians. Utilities and drainage will be connected to on-site systems and not impact Village services.**

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;

**The proposed project will serve existing programs and will not change the nature or use of the existing planned development. The proposed project will not change the existing parking, drive aisles, curb cuts or circulation for vehicles or pedestrians.**

H. The proposed use or combination of uses will be consistent with the character of the village;

**The proposed project is designed to be complementary to the existing adjacent architecture of the church and associated structures. The goal is to blend the new building into the fabric of the church and school campus. This 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;

**The proposed project will connect to the existing church and school. The connection will be made with sensitivity to the architectural detailing of both buildings. The character of the existing buildings will remain.**

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;

**The proposed one-story building design with a low slope roof minimizes the profile of the addition and allows for views to the existing building to be maintained.**

K. The design of the proposed use or combination of uses promotes a safe and comfortable pedestrian environment;

**The proposed project will serve existing programs and will not change the nature or use of the existing planned development. The proposed project will not change the existing parking, drive aisles, curb cuts or circulation for vehicles or pedestrians.**

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;

**The proposed project will serve existing programs and will not change the nature or use of the existing planned development. See the attached economic analysis and schematic design drawings for compliance with the above noted criteria.**

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

**Private funds will be used for the costs of this project. There will be no impact on Village services as noted above in Standard F.**

N. The proposed use or combination of uses will meet the objectives and other requirements set forth in this section. (Ord. 2640, 5-23-1995)

**As supported in the answers to the standards stated above, the proposed project meets the objectives and other requirements set forth in this section.**

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:

**The proposed project does not contain multi-family housing; therefore, this section does not apply.**

**St. Vincent Ferrer – Proposed Multi-Purpose Addition  
Application for Planned Development**

5. A scaled site plan showing the existing contiguous land uses, natural topographic features, zoning districts, public thoroughfares, transportation and utilities.

**See attached site plan.**



**St. Vincent Ferrer – Proposed Multi-Purpose Addition  
Application for Planned Development**

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.

**The subject site is zoned PRI (Public/Recreational/Institutional). Since the PD is an entire block, only a front yard setback applies. Adjacent properties include:**

		<b>Front yard Setback</b>		
<b>South</b>	<b>R-2</b>	<b>50 feet</b>		
<b>West</b>	<b>R-2</b>	<b>50 feet</b>		
	<b>C-1</b>	<b>35 feet</b>		
<b>North</b>	<b>Elmwood Park Commercial</b>	<b>35 feet</b>		
<b>East</b>	<b>R-2</b>	<b>50 feet</b>		
	<b>C-1</b>	<b>35 feet</b>		
<b>Lot area</b>	<b>217,856 SF</b>			
<b>Existing Parking</b>	<b>96 spaces</b>			
<b>Lot Coverage</b>	<b>Max. 50% 108,928 SF</b>	<b>Existing</b>	<b>Proposed</b>	<b>Total</b>
		<b>44, 997 SF</b>	<b>6,537 SF</b>	<b>51,534 SF</b>
<b>FAR</b>	<b>1.0 217,856 SF</b>	<b>72,560 SF</b>	<b>6,537 SF</b>	<b>79,097 SF</b>

**10-18-17 Note:  
No information in this section has changed.**



**St. Vincent Ferrer – Proposed Multi-Purpose Addition  
Application for Planned Development**

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.

**See the attached schematic drawings.**

**10-18-17 Note:**

**The rendering that was provided shows the dark window frame color. Nothing else has changed.**



## ST. VINCENT FERRER CHURCH

PERSPECTIVE VIEW- NORTHWEST CORNER  
09/20/2016

NEVIN HEDLUND ARCHITECTS, INC.

7985 Lake Street, River Forest, Illinois 60305  
Telephone: 708.771.7117 Facsimile: 708.771.7124  
Website: [www.HedlundArchitects.com](http://www.HedlundArchitects.com)



**St. Vincent Ferrer – Proposed Multi-Purpose Addition  
Application for Planned Development**

8. A landscaping plan showing the location, size, character and composition of vegetation and other material.

**See attached landscape plan.**

**10-18-17 Note:**

**The actual final landscaping will comply with the imposed conditions.**



**St. Vincent Ferrer – Proposed Multi-Purpose Addition  
Application for Planned Development**

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.

**There are no covenants, easements or other restrictions imposed on the use of land as part of this proposed development.**

10. A schedule of development showing the approximate date for beginning and completion of each stage of construction of development.

<b>Development Review Approval</b>	<b>November 2015</b>
<b>Village Board Approval</b>	<b>December 2015</b>
<b>Preparation of Permit Documents</b>	<b>January – March 2016</b>
<b>Submit for Permit</b>	<b>April 2016</b>
<b>Groundbreaking</b>	<b>March 2016</b>
<b>Project Completion</b>	<b>November 2017</b>

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.

**St. Vincent acknowledges responsibility for recording the zoning ordinance for the planned development with the Cook County Recorder of Deeds within thirty days of passage of the ordinance 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.

**A traffic study requirement was waived by the Development Review Board at the pre-filling meeting.**

**10-18-17 Note: The proposed amendment has no impact on the parking or traffic**

**St. Vincent Ferrer – Proposed Multi-Purpose Addition  
Application for Planned Development**

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.

**See attached economic analysis.**

**10-18-17 Note:**

**There are no changes to this information.**

# St. Vincent Ferrer Catholic Church

Dominicans



10/12/2015

Village of River Forest  
Development Review Board  
400 Park Avenue  
River Forest, Illinois 60305

Re: St. Vincent Ferrer  
Proposed Multipurpose Hall Addition  
Economic Analysis

Development Review Board:

St. Vincent Ferrer Church has completed the fundraising campaign for the proposed multipurpose hall addition. The summary of sources and uses are as follows:

## Sources and Uses

<u>Sources</u>		<u>Uses</u>	
Pledges	\$2,500,000	Archdiocese Fee	\$400,000
		Soft Costs	\$150,000
		Cost of Construction	\$1,950,000
Total Campaign	<u>\$2,500,000</u>		<u>\$2,500,000</u>

No. Gifts/Pledges                      413  
Cash to date                              \$742,015  
Gifts/Pledges to date                  \$2,508,000

Costs include contingencies

The funds raised are dedicated to the proposed project. St. Vincent Ferrer is debt free and ready to complete this project pending approvals from the Village.

Sincerely,

Jean Finnegan  
Business Manager  
St. Vincent Ferrer

1530 Jackson Avenue, River Forest, Illinois 60305  
Telephone (708) 366-7090 Fax (708) 366-7092 www.svfparish.org  
A parish in the Archdiocese of Chicago entrusted to the Dominican Friars of the Central Province, U.S.A.



**St. Vincent Ferrer – Proposed Multi-Purpose Addition  
Application for Planned Development**

14. Copies of all environmental impact studies as required by law.

**No environmental impact studies are required for this project.**

15. An analysis reporting the anticipated demand on all Village services.

**The proposed project will have no additional demand on Village services for police, fire, public works, or Village administration. The proposed project includes the addition of six toilets and four sinks. This will have a minimal increase in the use of Village water.**

**St. Vincent Ferrer – Proposed Multi-Purpose Addition  
Application for Planned Development**

16. A plan showing off-site utility improvements required to service the planned development, and a report showing the cost allocations for those improvements.

**No off-site utility improvements are envisioned as part of this project.**

**10-18-17 Note:**

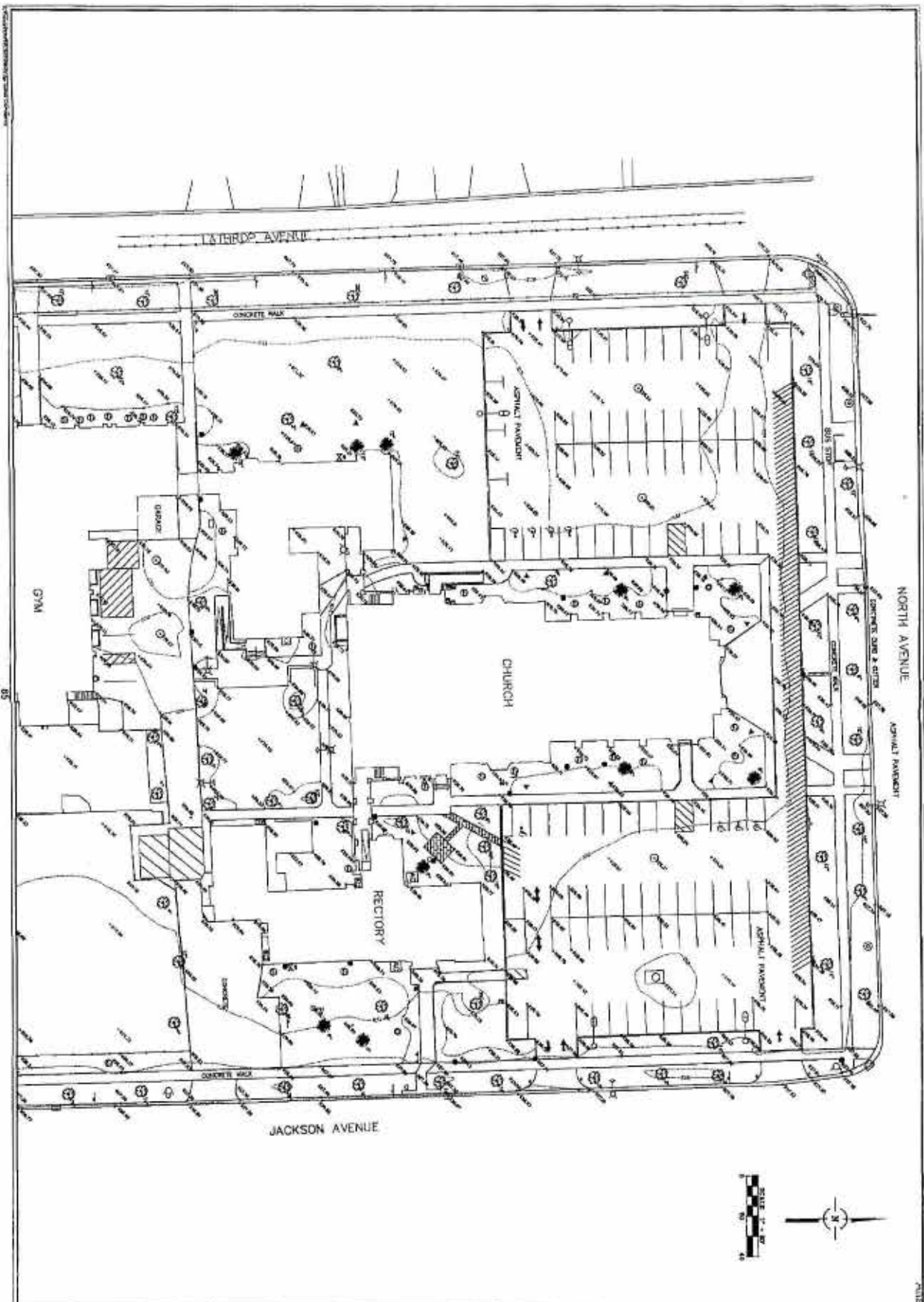
**The proposed amendment will have no impact on this section.**

17. A site drainage plan for the developed tract.

**See attached site drainage plan for the proposed development.**

**10-18-17 Note:**

**The proposed amendment will have no impact on this section.**



DATE	12/15/11
BY	...
CHECKED	...
APP. NO.	...
SCALE	AS SHOWN

**ST**

1111 N. Maple Road, Suite 100  
 Peoria, Illinois 61614  
 Phone (309) 696-0000 Fax (309) 696-0001

EXISTING CONDITIONS  
**ST. VINCENT**  
**PROPOSED ADDITION**  
 RIVER FOREST, ILLINOIS

NO.	DATE	REVISIONS

NO.	DATE	REVISIONS

PETER HERRER & CO.



**St. Vincent Ferrer – Proposed Multi-Purpose Addition  
Application for Planned Development**

18. A written summary of residents' comments pertaining to the proposed application. This summary shall serve as the official record of the meeting that the developer 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 developer is further required to provide evidence that a notice of this meeting was sent by regular mail to all affected property owners at least ten days prior to the required meeting date.

**Notice was given to residents within 500 feet of the subject property on September 2, 2015 for a neighborhood meeting that was held on September 21, 2015. Attached please find:**

- 1. Copy of the letter to neighbors dated September 2, 2015**
- 2. Copy of meeting minutes from the September 21, 2015**
- 3. Copies of sign in sheets.**
- 4. List of property owners and site map.**

**After review of the property list, some neighbors within 500 feet were not notified. A second meeting was held to meeting the requirement. All neighbors were notified of the second meeting. Notice was given on October 8, 2015 and the meeting was held on October 26, 2015. No neighbors attended the meeting. Attached please find:**

- 1. Copy of the letter to neighbors dated October 8, 2015**
- 2. Copy of the meeting minutes dated October 26, 2015**
- 3. List of additional property owners and site map.**

**10-18-17 Note:**

**No additional development allowances are sought, only the removal of the condition of approval regarding the color of the window trim.**

**19. Public Meeting Notice and Meeting Notes**

**Given the scope of the amendment sought, not public meeting was held.**

78th AV -

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25	-098				
24		5	10 -089		
23			11 -090		
22	-099				
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19			15 -093		
18	-082				
17			17 -094		

309

77th C -

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310

77th AV -

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76th AV -

BLOOMINGDALE AV -

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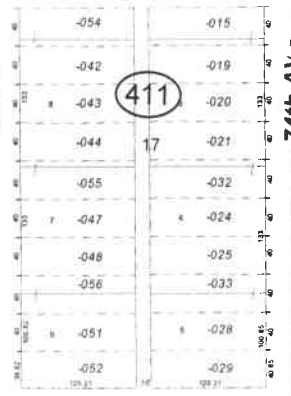
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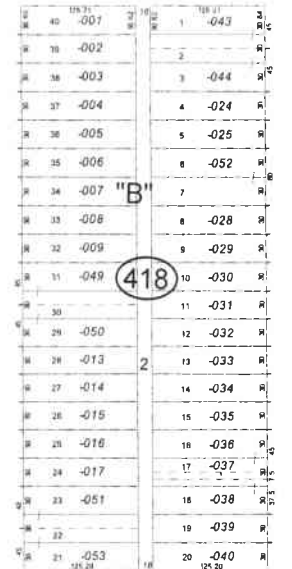
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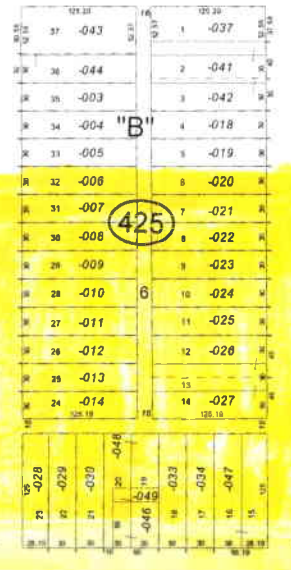
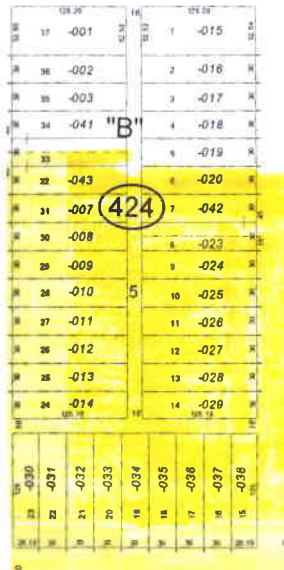
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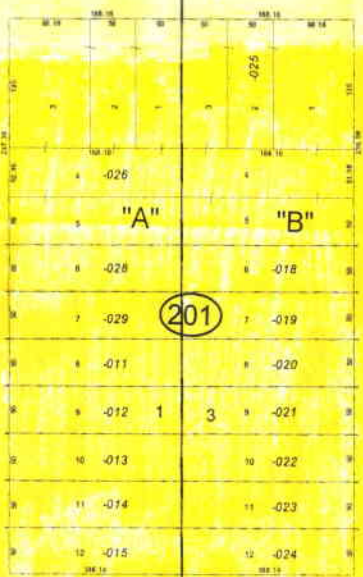
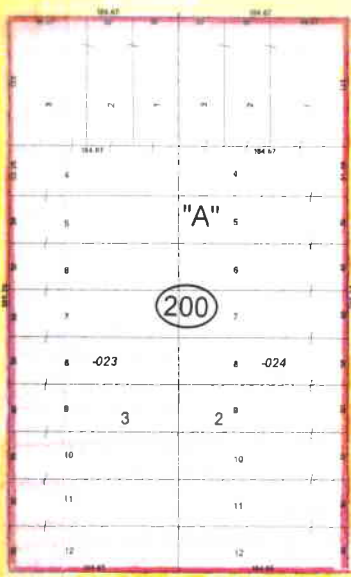
**BLOOMINGDALE AV -**



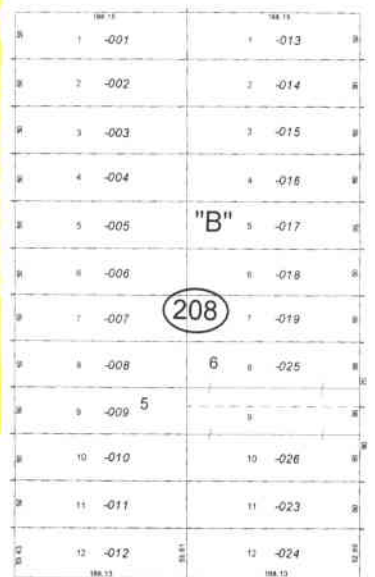
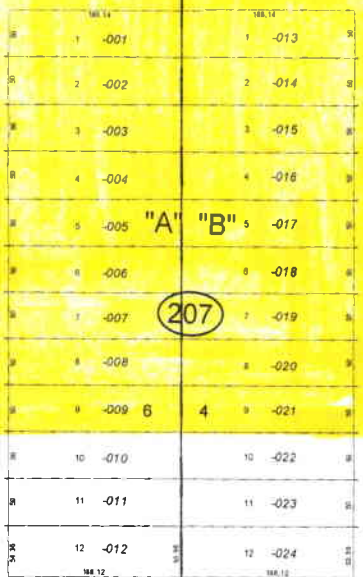
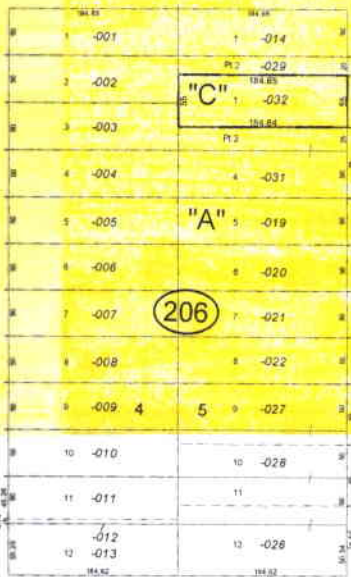
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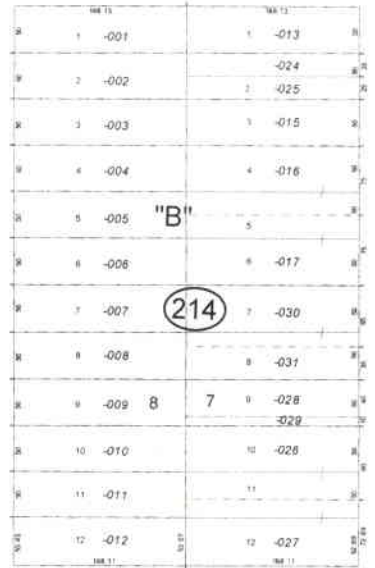
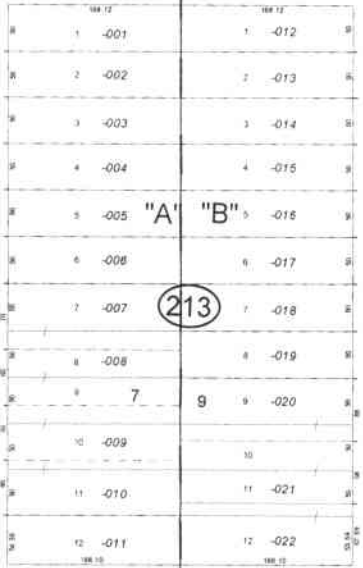
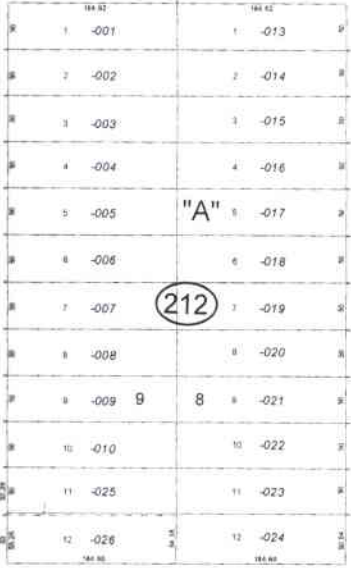
NORTH AV



LEMOYNE S



GREENFIELD S



BERKSHIRE S

JACKSON AV

MONROE AV

WILLIAM S





12-36-328-030-0000  
LORETTA O WALSH  
7636 W NORTH AV  
ELMWOOD PARK, IL 60707

12-36-328-031-0000  
FREDERICK BARBER MD  
7632 W NORTH AV  
ELMWOOD PARK, IL 60707

12-36-328-032-0000  
FREDRICK BARBER MD  
7632 W NORTH AV  
ELMWOOD PARK, IL 60707

12-36-328-033-0000  
ANITA KENNETH BERNAS  
8513 GREENVIEW  
BROOKFIELD, IL 60513

12-36-328-034-0000  
ANITA KENNETH BERNAS  
8513 GREENVIEW  
BROOKFIELD, IL 60513

12-36-328-058-0000  
CARLOS ARREOLA  
1632 N 76TH CT  
ELMWOOD PK, IL 60707

12-36-328-059-0000  
CHARLES KESHNER  
1628 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-328-060-0000  
GRETA WELLHOEFER  
1624 N 76TH CT  
ELMWOOD PK, IL 60707

12-36-328-061-0000  
MARY JILL LIETZ  
1620 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-328-062-0000  
RAYMOND RAUSCH  
1616 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-328-063-0000  
CAROLE PHILLIPS  
1614 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-328-064-0000  
MARY L MORAN  
1612 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-329-005-0000  
ANNA STACHYRA  
1633 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-329-006-0000  
PATRICIA KEATING  
1629 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-329-007-0000  
DAVID OBRIEN  
1627 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-329-008-0000  
EDWARD GESUALDO  
P O BOX 35127  
ELMWOOD PARK, IL 60707

12-36-329-009-0000  
EDWARD GESUALDO  
P O BOX 35127  
ELMWOOD PARK, IL 60707

12-36-329-031-0000  
SPINA TR 2  
7610 W NORTH AV  
ELMWOOD PARK, IL 60707

12-36-329-048-0000  
PHILIP L TONDELLI  
1632 76TH AV  
ELMWOOD PARK, IL 60707

12-36-329-049-0000  
DENISE MARTINELLO  
1628 N 76TH AVE  
ELMWOOD PARK, IL 60707

12-36-329-050-0000  
JOHN NANCY CHASE  
1626 N 76TH AV  
ELMWOOD PARK, IL 60707

12-36-329-051-0000  
GEORGE MC CUDDEN  
1622 N 76TH AVE  
ELMWOOD PK, IL 60707

12-36-329-052-0000  
HAROLD DWY  
1620 N 76TH AV  
ELMWOOD PARK, IL 60707

12-36-329-053-0000  
SANTOLO CALIENDO  
1614 76 AVE  
ELMWOOD PARK, IL 60707

12-36-329-054-0000  
ALBERT W HASSELMAN  
1612 N 76TH AV  
ELMWOOD PARK, IL 60707

12-36-329-068-0000  
EDWARD R GESUALDO  
PO BOX 35127  
ELMWOOD PARK, IL 60707

12-36-329-069-0000  
EMILIA MATTHYS  
1617 76TH CT  
ELMWOOD PARK, IL 60707

12-36-329-070-0000  
JOHN J DALICANDRO  
1613 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-329-072-0000  
DUPAGE NATL BANK 1705  
7612 NORTH AVE  
ELMWOOD PK, IL 60707

12-36-329-073-0000  
SPINA TR 1  
7610 W NORTH AV  
ELMWOOD PARK, IL 60707

12-36-329-074-1001  
ROSANNE WALSH  
1601 N 76TH CT 201  
ELMWOOD PARK, IL 60707

12-36-329-074-1002  
LORETTA SCHAK  
1601 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-329-074-1003  
RALPH M MASSUCI JR  
1601 N 76TH CRT #203  
ELMWOOD PARK, IL 60707

12-36-329-074-1004  
DARLENE A ZARATE  
1601 N 76TH CT #204  
ELMWOOD PARK, IL 60707

12-36-329-074-1005  
LINDA SPRINGER  
1601 N 76TH CT 205  
ELMWOOD PK, IL 60707

12-36-329-074-1006  
MARIANNE ALESIA 206  
1601 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-329-074-1007  
KEITH E GILLESPIE JR  
1601 N 76TH CT 207  
ELMWOOD PK, IL 60707

12-36-329-074-1008  
SALVATORE LAMANTIA  
1602 N 12TH AVE  
MELROSE PARK, IL 60160

12-36-329-074-1009  
KAREN D ABEE  
1601 N 76TH CT APT 302  
ELMWOOD PARK, IL 60707

12-36-329-074-1010  
DANIEL J FARMER 303  
1601 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-329-074-1011  
HANNA KINDZERSKA  
1601 N 76TH CT #304  
ELMWOOD PARK, IL 60707

12-36-329-074-1012  
KRZYSZTOF A KRAWIEC  
1601 N 76TH CT #305  
ELMWOOD PARK, IL 60707

12-36-329-074-1013  
BARBARA CONVERSO  
1601 N 76TH CT 306  
ELMWOOD PARK, IL 60707

12-36-329-074-1014  
CAMILLE C MESSINA  
1601 N 76TH CT #307  
ELMWOOD PARK, IL 60707

12-36-329-074-1015  
ANWAR GHANAYEM  
1601 N 76TH CT 401  
ELMWOOD PARK, IL 60707

12-36-329-074-1016  
WAYNE DRISCOLL  
7923 W ELMGROVE DR  
ELMWOOD PARK, IL 60707

12-36-329-074-1017  
EILEEN C GRANDOLFO  
1601 N 76TH CT #403  
ELMWOOD PK, IL 60707

12-36-329-074-1018  
SHARON L MARTINELLI  
1601 N 76TH CT #404  
ELMWOOD PARK, IL 60707

12-36-329-074-1019  
KENNETH R BACKMAN  
1732 N 76TH COURT  
ELMWOOD PARK, IL 60707

12-36-329-074-1020  
T DELBECCARO JUCCEN TR  
1601 N 76TH CT #406  
ELMWOOD PARK, IL 60707

12-36-329-074-1021  
ROY R RAMIREZ  
1601 76TH CT 407  
ELMWOOD PK, IL 60707

12-36-329-074-1022  
CRISTINA LUKAS  
1601 N 76TH CT #501  
ELMWOOD PARK, IL 60707

12-36-329-074-1023  
BLAINE MANNING  
1601 N 76TH CT  
ELMWOOD PARK, IL 60707

12-36-329-074-1024  
MICHAEL CAPRARO  
1601 N 76RH CT 503  
ELMWOOD PARK, IL 0

12-36-329-074-1025  
ALFRED F LARCHER  
1601 N 76TH CT 504  
ELMWOOD PK, IL 60707

12-36-329-074-1026  
CAROLIN L WINTER  
1601 N 76TH CT 505  
ELMWOOD PARK, IL 60707

12-36-329-074-1027  
JAROSLAW RUDNICKI  
10146 HARTFORD CT  
SCHILLER PK, IL 60176

12-36-329-074-1028  
JAMES E BRATAGER  
1601 76TH COURT #507  
ELMWOOD PARK, IL 60707

12-36-329-075-0000  
CYTO CORPORATION  
7600 W NORTH AVE  
ELMWOODPARK, IL 60707

12-36-424-007-0000  
JOHN E SUMMARIA  
1627 N 76TH AVE  
ELMWOOD PARK, IL 60707

12-36-424-008-0000  
JOHN E SUMMARIA  
1627 N 76TH AVE  
ELMWOOD PARK, IL 60707

12-36-424-009-0000  
FRANK ANTONETTI JR  
1623 76TH AVE  
ELMWOOD PARK, IL 60707

12-36-424-010-0000  
FRANK ANTONETTI JR  
1623 76TH AVE  
ELMWOOD PARK, IL 60707

12-36-424-011-0000  
CARL D ANTUONO  
1619 N 76TH AVE  
ELMWOOD PARK, IL 60707

12-36-424-012-0000  
JOHN A SCHUTZ  
1617 N 76TH AV  
ELMWOOD PARK, IL 60707

12-36-424-013-0000  
IVANNA MAZUR  
1615 N 76TH AVE  
ELMWOOD PARK, IL 60707

12-36-424-014-0000  
BERNARD VAL B RADOMSKI  
1613 N 76TH AV  
ELMWOOD PARK, IL 60707

12-36-424-020-0000  
ALEXANDRA MILOS  
1630 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-424-023-0000  
JOHN PARIS  
1624 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-424-024-0000  
JOHN PARIS  
1624 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-424-025-0000  
LON DUNHAM  
1622 N 75 CT  
ELMWOOD PARK, IL 60707

12-36-424-026-0000  
TOM GUIDO  
1618 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-424-027-0000  
LEONARD J MUSCIA  
1616 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-424-028-0000  
GARY DENISE JACKSON  
1614 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-424-029-0000  
JAMES W FLEMING  
1612 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-424-030-0000  
JEFFREY MAGEE  
7544 W NORTH AV  
ELMWOOD PARK, IL 60707

12-36-424-031-0000  
JEFFREY MAGEE  
7544 W NORTH AV  
ELMWOOD PARK, IL 60707

12-36-424-032-0000  
ANNA OBNISKI  
2327 N JAMES CT  
ARLINGTON HT, IL 60004

12-36-424-033-0000  
M J BARTHOLOMEW  
7540 W NORTH AV  
ELMWOOD PK, IL 60707

12-36-424-034-0000  
JOHN BONACCORSI  
7538 W NORTH AV  
ELMWOOD PK, IL 60707

12-36-424-035-0000  
ANGELO DITORE  
7534 W NORTH AVE  
ELMWOOD PK, IL 60707

12-36-424-036-0000  
ANGELO DITORE  
7534 W NORTH AVE  
ELMWOOD PARK, IL 60707

12-36-424-037-0000  
7528 LLC  
2520 SOUTH SHORE DR  
DECATUR, IL 62521

12-36-424-038-0000  
7528 LLC  
2520 SOUTH SHORE DR  
DECATUR, IL 62521

12-36-424-042-0000  
ERIC D SLUSSER  
1628 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-424-043-0000  
CHRISTINE SOBOTKA  
1631 76TH AVE  
ELMWOOD PARK, IL 60707

12-36-425-006-0000  
JAMES KNOX  
1633 N 75TH COURT  
ELMWOOD PARK, IL 60707

12-36-425-007-0000  
JUDITH M MILLER  
1629 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-425-008-0000  
THOMAS J WALSH  
1627 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-425-009-0000  
SOPHIA E WELYKYJ  
1625 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-425-010-0000  
WIESLAW JASIAK  
1623 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-425-011-0000  
EMILY S WEBER  
1619 75TH CT  
ELMWOOD PARK, IL 60707

12-36-425-012-0000  
STEVEN GROENEVELD  
1617 N 75TH CT  
ELMWOOD, IL 0

12-36-425-013-0000  
RUBEN Z COMAS  
1615 N 75TH CT  
ELMWOOD PARK, IL 60707

12-36-425-014-0000  
RRC INV HOLDINGS LLC  
1419 N PAULINA  
CHICAGO, IL 60622

12-36-425-020-0000  
KEVI JERBI ERIN FICK  
1630 N 75TH AVE  
ELMWOOD PARK, IL 60707

12-36-425-021-0000  
L M GOMEZ  
1628 N 75TH AVE  
ELMWOOD PARK, IL 60707

12-36-425-022-0000  
JAMES A HOLESHA  
1626 N 75TH AV  
ELMWOOD PARK, IL 60707

12-36-425-023-0000  
ANDREA ANDRADE  
1624 N 75TH AV  
ELMWOOD PARK, IL 60707

12-36-425-024-0000  
JOSEPH C SCHAK  
1622 N 75TH AVE  
ELMWOOD PARK, IL 60707

12-36-425-025-0000  
MELVIN G CALCOTT  
1618 75TH AV  
ELMWOOD PARK, IL 60707

12-36-425-026-0000  
PAMELA REETZ TRUSTEE O  
7236 WEBSTER ST  
DOWNERS GRV, IL 60516

12-36-425-027-0000  
JOSE D GRAMATA  
1612 N 75TH AV  
ELMWOOD PARK, IL 60707

12-36-425-028-0000  
TIM AIOSSA  
7518 W NORTH AVE  
ELMWOOD PARK, IL 60707

12-36-425-029-0000  
7514 W NORTH AVE LLC  
7514 W NORTH AVE  
ELMWOOD PARK, IL 60707

12-36-425-030-0000  
ANTHONY GRUNLANO  
10312 S MINNICK  
OAK LAWN, IL 60453

12-36-425-033-0000  
ILLINOIS POLICE ASSN  
7508 NORTH AV  
ELMWOOD PARK, IL 60707

12-36-425-034-0000  
ILLINOIS POLICE ASSN  
7508 NORTH AV  
ELMWOOD PARK, IL 60707

12-36-425-046-0000  
DIANNE POLIAKOFF  
7510 W NORTH AVE  
ELMWOOD PARK, IL 60707

12-36-425-047-0000  
JOHN ARETOS  
1749 S EDGAR  
PALATINE, IL 60067

12-36-425-048-0000  
COMMONWEALTH EDISON CO  
THREE LINCOLN CTR 4TH  
OAKBROOK TER, IL 60181

12-36-425-049-0000  
DIANNE POLIAKOFF  
7510 W NORTH AVE  
ELMWOOD PARK, IL 60707

12-36-426-005-0000  
ANNA EK  
1631 N 75 TH AVE  
ELMWOOD PARK, IL 60707

12-36-426-019-0000  
DARLENE WEBER  
1630 N 74TH COURT  
ELMWOOD PK, IL 60707

12-36-426-020-0000  
NICOLA LAPPO  
1628 N 74TH CT  
ELMWOOD PARK, IL 60707

12-36-426-021-0000  
SUSAN CHEELY  
1624 N 74TH CT  
ELMWOOD PARK, IL 60707

12-36-426-022-0000  
LARRY ROUNTREE JR  
1622 N 74TH CT  
ELMWOOD PARK, IL 60707

12-36-426-023-0000  
MARIAN ARANETA  
1620 N 74TH CT  
ELMWOOD PARK, IL 60707

12-36-426-024-0000  
RAUL H REAL  
1618 N 74TH CT  
ELMWOOD PARK, IL 60707

12-36-426-025-0000  
VILLAGE OF ELMWOOD PK  
11 CONTI PARKWAY  
ELMWOOD PARK, IL 60707

12-36-426-026-0000  
EDVIGE SPIZZIRRI  
7200 QUICK  
RIVER FOREST, IL 60305

12-36-426-027-0000  
NIU WU LLC  
7444 W NORTH AVE  
ELMWOOD PARK, IL 60707

12-36-426-028-0000  
NIU WU LLC  
7444 W NORTH AV  
ELMWOOD PARK, IL 60707

12-36-426-029-0000  
SABIN TZONEV  
7440-4770 1/2 W NORTH  
ELMWOOD PARK, IL 0

12-36-426-030-0000  
SABIN TAONEV  
7440-4770 1/2 W NORTH  
ELMWOOD PARK, IL 0

12-36-426-031-0000  
DOROTHY F SUNDBERG  
P O BOX 584  
ELKHORN, WI 53121

12-36-426-032-0000  
DOROTHY F SUNDBERG  
P O BOX 584  
ELKHORN, WI 53121

12-36-426-039-0000  
ANTHONY MARINO  
1619 N 75TH AV  
ELMWOOD PARK, IL 60707

12-36-426-040-0000  
JOSEPH J MEO  
1617 75TH AV  
ELMWOOD PARK, IL 60707

12-36-426-041-0000  
ELMWOOD PK  
11 W CONTI PKWY  
ELMWOOD PK, IL 60707

12-36-426-046-0000  
L SMID  
1627 N 75TH AVE  
ELMWOOD PARK, IL 60707

12-36-426-047-0000  
VERONICA PAGE  
1625 N 75TH AVE  
ELMWOOD PARK, IL 60707

12-36-426-048-0000  
FOUAD SALEM ISSA  
1623 N 75TH AV  
ELMWOOD PARK, IL 60707

15-01-106-009-0000  
RALPH A SCHULER  
1533 ASHLAND AV  
RIVER FOREST, IL 60305

15-01-106-010-0000  
KEVIN MAHONEY  
1531 ASHLAND AV  
RIVER FOREST, IL 60305

15-01-106-012-0000  
DANIEL D SENESE  
1519 ASHLAND AV  
RIVER FOREST, IL 60305

15-01-106-018-0000  
NORTHERN TRUST  
PO BOX 1354  
CHICAGO, IL 60690

15-01-106-020-0000  
JAUN CHEDIAK  
1506 LATHROP AVE  
RIVER FOREST, IL 60305

15-01-106-021-0000  
JUAN R CHEDIAK  
1506 LATHROP AVE  
RIVER FOREST, IL 60305

15-01-106-022-0000  
MARGARET HANSEN  
1500 N LATHROP AVE  
RIVER FOREST, IL 60305

15-01-106-023-0000  
HEINZ M HARTMANN  
1527 ASHLAND AVE  
RIVER FOREST, IL 60305

15-01-106-024-0000  
DANGANAN  
1523 ASHLAND AVE  
RIVER FOREST, IL 60305

15-01-106-028-0000  
SHIJUN WANG  
1526 N LATHROP  
RIVER FOREST, IL 60305

15-01-106-029-0000  
JOHN STOMPOR  
1507 ASHLAND  
RIVERFOREST, IL 60305

15-01-106-030-0000  
GREGORY P DIMAS  
1501 ASHLAND AV  
RIVER FOREST, IL 60305

15-01-106-031-0000  
PAUL RAJ  
1518 LATHROP AV  
RIVER FOREST, IL 60305

15-01-106-032-0000  
WALTER NIEMCZURA  
1514 N LATHROP AVE  
RIVER FOREST, IL 60305

15-01-106-033-0000  
PATRICIA A MARINO  
1515 ASHLAND AV  
RIVER FOREST, IL 60305

15-01-106-034-0000  
JANE E MOORE  
1513 N ASHLAND AVE  
RIVER FOREST, IL 60305

15-01-106-036-0000  
CO HSA COMMERCIAL RE  
100 S WACKER DR #950  
CHICAGO, IL 60606

15-01-106-037-0000  
E KOWALIK DOCTORS BLDG  
7607 W NORTH AV  
RIVER FOREST, IL 60305

15-01-106-038-0000  
TERESA MCKENZIE  
7605 1/2 W NORTH AVE  
RIVER FOREST, IL 60305

15-01-106-039-0000  
WOOTTON 1996 PSHIP  
7605 NORTH AVE  
RIVER FOREST, IL 60305

15-01-106-042-0000  
ANTHONY D CHIEFARI  
1530 LATHROP AVE  
RIVER FOREST, IL 60305

15-01-106-043-0000  
CAMEO REALTY GROUP  
7603 NORTH AVE  
RIVER FOREST, IL 60305

15-01-109-003-0000  
V CACCIATORE  
1415 N ASHLAND  
RIVER FOREST, IL 60305

15-01-109-007-0000  
DENIS J DALY JR  
1444 LATHROP AV  
RIVER FOREST, IL 60305

15-01-109-008-0000  
ANNA BRIAN FLANAGAN  
1442 LATHROP AVENUE  
RIVER FOREST, IL 60305

15-01-109-011-0000  
HERAND ABCARIAN  
1430 LATHROP AV  
RIVER FOREST, IL 60305

15-01-109-012-0000  
JORDAN CHALMERS  
1420 LATHROP AVE  
RIVER FOREST, IL 60305

15-01-109-013-0000  
GREGORY L DOMANOWSKI  
1414 LATHROP  
RIVER FOREST, IL 60305

15-01-109-018-0000  
HERAND ABCARIAN  
1430 LATHROP  
RIVER FOREST, IL 60305

15-01-109-019-0000  
ANGELO RUGGIERO  
849 N FRANKLIN #1017  
CHICAGO, IL 60610

15-01-109-020-0000  
RICHARD A PRINZ  
1431 N ASHLAND  
RIVERFORST, IL 60305

15-01-109-021-0000  
BERNADETTE DEL MONICO  
1425 ASHLAND AVE  
RIVER FOREST, IL 60305

15-01-109-022-0000  
RICHARD HANK  
1447 N ASHLAND AVE  
RIVER FOREST, IL 60305

15-01-109-023-0000  
RICHARD HANK  
1447 N ASHLAND  
RIVER FOREST, IL 60305

15-01-201-011-0000  
MARY D MONAHAN  
1519 JACKSON AVE  
RIVER FOREST, IL 60305

15-01-201-012-0000  
PETE TOMARAS  
1515 JACKSON AV  
RIVER FOREST, IL 60305

15-01-201-013-0000  
ALEJANDRA CAMPOSMOMNEY  
1511 JACKSON  
RIVER FOREST, IL 60305

15-01-201-014-0000  
PEDRAM REZAI  
1507 JACKSON AVE  
RIVER FOREST, IL 60305

15-01-201-015-0000  
CHARLES DOKTYCZ  
1501 JACKSON AVE  
RIVER FOREST, IL 60305

15-01-201-018-0000  
SERGE ADAM JR  
1526 MONROE  
RIVER FOREST, IL 60305

15-01-201-019-0000  
VINOD DALAL  
1522 MONROE ST  
RIVER FOREST, IL 60305

15-01-201-020-0000  
TAXPAYER OF  
1518 MONROE AVE  
RIVER FOREST, IL 60305

15-01-201-021-0000  
REGINA A MAGIERA  
1514 N MONROE AVE  
RIVER FOREST, IL 60305

15-01-201-022-0000  
TIMOTHY E CASSIDY  
1510 MONROE AVE  
RIVER FOREST, IL 60305

15-01-201-023-0000  
AMALIA RIOJA  
1506 MONROE AVE  
RIVER FOREST, IL 60305

15-01-201-024-0000  
HIDEKI OYAMA  
1500 MONROE AVE  
RIVER FOREST, IL 60305

15-01-201-025-0000  
MID AMERICA ASSET MGMT  
1 PARKVIEW PLZA 9FL  
OAK BROOK TR, IL 60181

15-01-201-026-0000  
MID AMERICA ASSET MGMT  
1 PARKVIEW PLZA 9FL  
OAK BROOK TR, IL 60181

15-01-201-028-0000  
GREGORY MARY WHITE  
1527 JACKSON AVE  
RIVER FOREST, IL 60305

15-01-201-029-0000  
LAZARO FERNANDEZ  
1523 JACKSON  
RIVER FOREST, IL 60305

15-01-206-001-0000  
RICHARD A PANFIL  
1447 LATHROP  
RIVER FOREST, IL 60305

15-01-206-002-0000  
JEFFREY FORMELL  
1443 LATHROP  
RIVER FOREST, IL 60305

15-01-206-003-0000  
DANIEL C FINNEGAN  
1439 LATHROP AV  
RIVER FOREST, IL 60305

15-01-206-004-0000  
COLLETTE DOUG DIXON  
1435 LATHROP AV  
RIVER FOREST, IL 60305

15-01-206-005-0000  
DANIEL LUPIANI  
1431 LATHROP  
RIVER FOREST, IL 60305

15-01-206-006-0000  
BRUCE LAMBERT  
1427 LATHROP AV  
RIVER FOREST, IL 60305

15-01-206-007-0000  
WILLIAM L WEST  
529 KEYSTONE AVE  
RIVER FOREST, IL 60305

15-01-206-008-0000  
MICHELE WELDON  
1419 LATHROP AVE  
RIVER FOREST, IL 60305

15-01-206-009-0000  
ANDREW C CORSINI  
1415 LATHROP  
RIVER FOREST, IL 60305

15-01-206-014-0000  
GINA M KOLOVITZ  
1444 JACKSON AV  
RIVER FOREST, IL 60305

15-01-206-019-0000  
CORINNA RODRIGO LEMA  
1430 JACKSON AVE  
RIVER FOREST, IL 60305

15-01-206-020-0000  
MICHAEL COMISKEY  
1426 JACKSON AV  
RIVER FOREST, IL 60305

15-01-206-021-0000  
JOHN T KENNY  
1422 JACKSON AV  
RIVER FOREST, IL 60305

15-01-206-022-0000  
DR BERNARD L NIGLIO JR  
1416 JACKSON AVE  
RIVER FOREST, IL 60305

15-01-206-027-0000  
STEVEN M HLVAIN  
1516 W CHESTNUT ST #1  
CHICAGO, IL 60642

15-01-206-029-0000  
GINA M KOLOVITZ  
1444 JACKSON AV  
RIVER FOREST, IL 60305

15-01-206-031-0000  
TERRIE RAYBURN  
1434 JACKSON AV  
RIVER FOREST, IL 60305

15-01-206-032-0000  
ALBANY BANK TRUST  
1438 JACKSON AVENUE  
RIVER FOREST, IL 60305

15-01-207-001-0000  
FRANCIS KWAKWA HELEN  
1447 N JACKSON  
RIVER FOREST, IL 60305

15-01-207-002-0000  
VIRGIL C GERIN  
1443 JACKSON AV  
RIVER FOREST, IL 60305

15-01-207-003-0000  
TAXPAYER OF  
1439 JACKSON AVE  
RIVER FOREST, IL 60305

15-01-207-004-0000  
ROBERT GROSSMAN  
1435 JACKSON AV  
RIVER FOREST, IL 60305

15-01-207-005-0000  
JONATHAN HOWARD  
114 N OAK PARK AVE  
OAK PARK, IL 60301

15-01-207-006-0000  
DENNIS MCMURRAY  
1429 JACKSON AVE  
RIVER FOREST, IL 60305

15-01-207-007-0000  
CAROL BARTELS  
1427 JACKSON AV  
RIVER FOREST, IL 60305

15-01-207-008-0000  
SANJEEV AKKINA AS TRUS  
1425 JACKSON AVE  
RIVER FOREST, IL 60305



15-01-207-009-0000  
GAIL C SARACCO  
1415 JACKSON AVE 1415  
RIVER FOREST, IL 60305

15-01-207-013-0000  
WARREN WENZLOFF  
1446 MONROE AVE  
RIVER FOREST, IL 60305

15-01-207-014-0000  
JOSEPH MARY MONAHAN  
1440 MONROE  
RIVER FOREST, IL 60305

15-01-207-015-0000  
SHEILA HARRIS TRUST  
1438 MONROE  
RIVER FOREST, IL 60305

15-01-207-016-0000  
YUFU ZHANG  
1434 MONROE AVE  
RIVER FOREST, IL 60305

15-01-207-017-0000  
D/M MANGO  
1430 MONROE ST  
RIVER FOREST, IL 60305

15-01-207-018-0000  
JOSEPH BERNI  
1428 MONROE AVE  
RIVER FOREST, IL 0

15-01-207-019-0000  
JOHN BINDER  
1422 MONROE AV  
RIVER FOREST, IL 60305

15-01-207-020-0000  
JOHN MURPHY  
1418 MONROE AVE  
RIVER FOREST, IL 60305

15-01-207-021-0000  
WILLIAM FLAHERTY  
1414 MONROE  
RIVER FOREST, IL 60305

15-01-200-023-0000  
EXEMPT

15-01-200-024-0000  
EXEMPT



1 N. LaSalle St. Suite 500, Chicago, IL 60602 312-637-4845

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**Tax Assesse Listing**

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**Order Information****Order Number: 66666735NT****Customer Reference: VINCENT****Date Prepared: 10/06/2017****Cover Date: 09/22/2017**

**NEVIN HEDLUND ARCHITECTS, INC.  
7985 LAKE ST.  
RIVER FOREST, IL 60305  
ATTENTION: NEVIN HEDLUND**

In accord with the application, a search of the authentic computerized records of COOK County, Illinois, as of the above cover date, pertaining to all property within 500 feet, including streets and right of ways, in every direction of the location of the property in question assigned permanent tax number (s) (PINS):

15-01-200-023, 024

By the appropriate office of COOK County, Illinois, and reflected on the official tax maps, as most currently revised, excluding all public roads, streets, alleys and other public ways and find the following names and addresses of the assesses as appear from said records:

**SEE ATTACHED LIST AND MAP FOR SURROUNDING PINS**

The information provided in this search is required in part by 65 ILCS5/11-3-7

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**Additional Notes**

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**NONE**

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This is not a title insurance policy, guarantee, or opinion of title and should not be relied upon as such; See terms and conditions on application.

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**EXHIBIT B**

**FINDINGS OF FACT AND RECOMMENDATION  
OF DEVELOPMENT REVIEW BOARD**

(attached)

**FINDINGS OF FACT AND RECOMMENDATION OF THE  
DEVELOPMENT REVIEW BOARD  
VILLAGE OF RIVER FOREST**

**October 26, 2017**

**RE:                               Second Application for Amendment to the Planned Development Permit Application – St. Vincent Ferrer – Multipurpose Hall Addition – 1530 Jackson Avenue, River Forest, Illinois**

**PETITIONER:               St. Vincent’s Literary Society**

**APPLICATION:           For an amendment to a planned development permit to modify approved plans for a new multipurpose hall**

**BACKGROUND:** 1530 Jackson Avenue, River Forest, Illinois (“Property”) is a parcel of real property in the Village of River Forest (“Village”). The Property is located south of North Avenue between Lathrop Avenue and Jackson Avenue in the PRI Public / Recreational / Institutional Zoning District.

On September 30, 2015, the Petitioner filed an application for an amendment to a Planned Development Permit on the Property, which Petitioner amended subsequently during the public hearing process (the Petitioner’s final proposal is the “Application”). The Application proposed improvements be made to the Property, including the construction of a multipurpose room (“Structure”) on the Property, along with relocated parking spaces and improved landscaping (collectively the “Project”).

On February 4, 2016, following the conclusion of a public hearing held on December 3, 2015 and January 7, 2016, the Development Review Board (“DRB”), by a vote of 4 to 0 (Commissioners Berni and Ryan, and Chairman Martin being absent), approved findings of fact and a recommendation of approval of the Application, with conditions.

On February 29, 2016, the Village Board reviewed the recommendations set forth by the DRB regarding the Application, and by a vote of 4 to 1 (Trustee Corsini voting no and Trustee Dwyer being absent), approved the Application, with conditions.

On or around October 11, 2016, the Petitioner filed an application for another amendment to the Planned Development Permit, as amended by the Village Board on February 29, 2016, requesting changes to the approved Planned Development Permit with respect to the Structure, which had not yet been built on the Property as of the time the application was submitted (the Petitioner’s proposal is the “First Amended Application”).

On October 27, 2016, following the conclusion of a public hearing held on October 27, 2016, the DRB, by a vote of 5 to 0 (Commissioners Crosby and Fishman being absent), approved findings of fact and a recommendation of approval of the First Amended Application, with a condition.

On November 7, 2016, the Village Board reviewed the recommendations set forth by the DRB regarding the First Amended Application, and by a vote of 4 to 1 (Trustee Corsini voting no and Trustees Colwell-Steinke and Dwyer being absent), approved the Application, with a condition.

Since the approval of the First Amended Application, the Petitioner constructed the Structure. However, the Structure was constructed partially in violation of the terms of the Planned



Development Permit. The Planned Development Permit for the Structure expressly required that the window mullions on the Structure be colored putty or stone. The Petitioner failed to construct the window mullions in putty or stone color, and instead constructed the window mullions in a dark brown color.

On or around October 6, 2017, the Petitioner filed an application for a second amendment to the Planned Development Permit relative to the Project, requesting after-the-fact approval of changes to the approved Planned Development Permit with respect to the color of the window mullions in the Structure (the Petitioner's proposal is the "Second Amended Application").

On October 26, 2017, following the conclusion of a public hearing held on October 26, 2017 ("Hearing"), the DRB, by a vote of 6 to 0 (Commissioner Dombrowski absent), approved these findings of fact and a recommendation of denial of the Second Amended Application.

**APPLICATION:** The Petitioner seeks to amend the approved design of the Structure from the Village of River Forest Zoning Ordinance ("Zoning Ordinance") as follows as set forth in the Second Amended Application, as supplemented by the Petitioner during the Hearing process:

Changing the window mullions on the Structure from putty or stone color to a dark brown color.

**PUBLIC HEARING:** At the duly and properly noticed Hearing, testimony was taken and heard by the DRB on the Second Amended Application. All persons testifying during the Hearing were sworn prior to giving testimony. All persons wishing to be heard were allowed to engage in cross-examination of the witnesses and provide testimony on their own behalf.

**FINDINGS:** The DRB, based upon the evidence presented at the Hearing, and pursuant to Section 10-19-3 of the Village Code, makes the following findings regarding the Second Amended Application:

**A. The Second Amended Application is consistent with the goals and policies of the comprehensive plan.**

The Property is located in the PRI Public / Recreational / Institutional Zoning District. Overall, the improvements proposed in the Second Amended Application are inconsistent with the goals and objective of the Comprehensive Plan. Specifically, the DRB finds that the Structure as approved by the Village would preserve the existing quality of life, character, and heritage of the area. The DRB finds that the Structure, as modified by the Second Amended Application, would not preserve the existing quality of life, character, and heritage of the area, because: (i) the change of the window mullion color results in the Structure being inconsistent with a specific condition of approval for a Planned Development Permit imposed by the Village; (ii) it is not in the best interest of the Village or its residents to set a precedent to allow an *ex post facto* request for a change in a condition of approval after completion of construction of an improvement permitted in a Planned Development Permit (Comprehensive Plan Goal 1); (iii) the Structure as modified by the Second Amended Application will not be consistent with the Project because of the lack of congruity in color scheme and aesthetics between the Structure and the remainder of the structures on the Property (Comprehensive Plan Goal 2). Based on the evidence presented, the DRB finds that this standard has not been met.

- B. The establishment, maintenance, or operation of the Second Amended Application will not be detrimental to or endanger the public health, safety, comfort, morals, or general welfare of the residents of the Village.**

The Second Amended Application proposes to change the color of the window mullions on the Structure. The Second Amended Application is not consistent with the approved Planned Development Permit, as the approved Planned Development Permit was granted on the specific condition that the window mullions on the Structure be either putty or stone colored. Instead, the Petitioner built the Structure with dark brown window mullions. The change sought by Petitioner is not reasonable given the clear condition of approval that the Petitioner failed to meet. Based on the evidence presented, the DRB finds that the establishment, maintenance, and operation of the Structure with the changed window mullions color will be detrimental to the public health, safety, comfort, morals or general welfare of the residents, given that it would be an after-the-fact approval of a material change to a Planned Development Permit due to the Petitioner ignoring a clear condition of approval, and given the resulting incongruity in the aesthetics of the Structure with the sanctuary structure on the Property; the DRB finds that this standard has not been met.

- C. The proposed Second Amended Application 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.**

The proposed Second Amended Application's style and materials are inconsistent with the approved Planned Development Permit. Based on the evidence presented, the DRB finds that the Second Amended Application, if approved, will diminish the use or enjoyment of permitted uses on other property in the vicinity by encouraging applicants to construct buildings contrary to conditions set in a Planned Development Permit ordinance. Thus, the DRB finds that this standard has not been met.

- D. The Second Amended Application 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.**

The Structure, as proposed in the Second Amended Application, will not impede the normal and orderly development and improvement of surrounding properties. The surrounding neighborhood has been fully developed for a number of years. Based on this evidence, the DRB finds that this standard has been met.

- E. The Second Amended Application will not diminish property values in the vicinity.**

The change proposed in the Second Amended Application is inconsistent with the Project and the specific approval in the Planned Development Permit. The Petitioner did not present any evidence about the impact that the Second Amended Application will have on property values in the vicinity. The DRB finds that this standard has not been met.

- F. Adequate utilities, road access, drainage, police and fire service and other necessary facilities already exist or will be provided to serve the Structure.**

The Second Amended Application, if granted, would have no impact on utilities, road access, drainage, or police or fire services provided to the Structure. The DRB finds that this standard has been met.

- G. Adequate measures already exist or will be taken to provide ingress and egress to the Structure in a manner that minimizes traffic congestion in the public streets.**

If granted, the Second Amended Application would not impact traffic congestion in public streets. The DRB finds that this standard has been met.

- H. The Second Amended Application will be consistent with the character of the Village.**

The Second Amended Application, if granted, would result in the Structure being physically constructed in direct contradiction to a condition of approval in the Planned Development Permit granted by the Village, and would result in the Structure being inconsistent with the character of the Project and that of the Village. Based on the evidence presented, the DRB finds that this standard has not been met.

- I. Development of the Structure will not materially affect a known historical or cultural resource.**

The Property has already been identified as a historical resource in the Village and the approved Project has already been found to be designed in a complimentary style to the Property. Concerns were raised regarding the incongruity of the window mullion color requested in the Second Amended Application, and its negative impact on the Project. Based on the evidence presented, the DRB finds that this standard has not been met.

- J. The design of the Structure considers the relationship of the proposed use or combination of uses to the surrounding area and minimizes adverse effects, including visual impacts of the Structure on adjacent property.**

Overall, the DRB finds that Petitioner has not adequately considered the relationship of the Structure, as proposed to be changed in the Second Amended Application, to its surroundings. Based on the evidence presented, the DRB finds that this standard has not been met.

- K. The design of the Structure promotes a safe and comfortable pedestrian environment.**

If granted, the Second Amended Application would not result in any changes to the pedestrian environment on the Property. The DRB finds that this standard has been met.

- L. The Petitioner has the financial and technical capacity to complete the Second Amended Application and has made adequate provisions to guarantee the development of any buffers, landscaping, public open space, and other improvements associated with the Second Amended Application's proposals.**

There has been no evidence presented that the costs to construct the windows with the correct mullion color would be cost prohibitive. Instead, the Petitioner testified that it purposely ignored the specific condition of approval regarding the window mullion color because it believed the darker brown color installed was the best color for the window mullions. The DRB finds that this standard has not been met.

- M. **The Structure 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.**

There is no evidence that the Second Amended Application, if granted, would burden the Village's financial operations. Based on the evidence presented, the DRB finds that this standard has been met.

- N. **The Second Amended Application will meet the objectives and other requirements set forth in Section 10-19-3.**

For the reasons stated above, the Second Amended Application does not meet the objectives of the Zoning Ordinance and other requirements of Section 10-19-3.

**RECOMMENDATION:** Based upon the foregoing Findings, the DRB, by a vote of 6 to 0 (Commissioner Dombrowski absent), recommends that the President and Board of Trustees deny the Second Amended Application.

Signed: Frank R. Martin  
Frank Martin, Chairman  
Development Review Board  
Village of River Forest

Dated: November 11, 2017



## MEMORANDUM

**DATE:** November 13, 2017

**TO:** Eric Palm, Village Administrator

**FROM:** John Anderson, Director of Public Works

**SUBJECT:** Sustainability Commission Recommendation - Ordinance for Beekeeping

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**Issue:** Earlier this year Village staff was made aware of residential beekeeping on a single family property. Since this is an area that is currently not regulated within the Village the River Forest Sustainability Commission was tasked with researching the issue and determining if an ordinance that addressed other resident's concerns would be recommended.

**Analysis:** The Sustainability Commission discussed this item at several meetings and also researched the issue extensively by speaking with beekeepers and reviewing ordinances in other Village's in the area. After receiving feedback from concerned residents as well as members of Dominican University a draft ordinance was approved at the October 10<sup>th</sup> Commission meeting. The draft ordinance contains several provisions for beekeeping within the Village of River Forest which include the following:

**Adjacent property notification:** Written proof must be provided that written notice was sent to all adjacent property owners of the applicant's proposed hives.

**Colony density restrictions:** Two bee colonies are allowed on each single family residential property. A maximum of 22 permits will be issued each calendar year. This is based on the density of hives within 2.5 square mile Village.

**Beekeeping permit:** A permit with a fee of \$25.00 will be required and will allow right of entry for inspection of the hive area if needed. This is to be renewed annually after expiration on November 30<sup>th</sup> of each year. Registration with the State of Illinois will also be required in accordance with the Illinois Bees and Apiaries Act. By applying for a beekeeping permit, the applicant authorizes the Village representative to enter onto the property that contains the apiary for the purpose of inspection.

**Maintenance:** Beekeepers will need to keep their beekeeping equipment in good working order and have a convenient source of water available to prevent bees from going to adjacent properties for a source of water. Beekeepers will also be required to maintain records of

colony maintenance and monitoring of hive health which are to be made available to Village officials upon request.

Proper hive location: Hives will be required to be five feet from adjacent property lines and oriented so that flight patterns face away from the closest property fence line. Hives will be required to be fenced in by a fence at least four feet high. Signage indicating that there are beehive(s) on the property is also required.

Violations and penalties: Any person violating the provision of the ordinance may be fined up to \$500.00. The Village may also revoke any beekeeping permit, and refuse issuance of a renewal for a minimum period of one year to any person found to be in violation.

**The Village attorney was provided with this draft beekeeping ordinance and provided the following recommendations/revisions to the draft ordinance:**

- 1) The addition of language to provide the Village with the ability to deny/suspend/revoke the permit with the permittee being able to appeal the decision.
- 2) Have residents who move to another residence within the Village reapply for the permit so the Village can determine if the new lot and apiary qualifies for the permit.
- 3) Increasing the notification to include not just adjacent property owners, but also those within 500 feet.
- 4) Revising the objection condition to someone who has anaphylaxis “or a related condition” including those who may not be visitors to the household as well.
- 5) The addition of language which allows the Village to revoke or deny the permit after it has been initially approved on the grounds that the apiary is being operated in a way that endangers the public.



Village of River Forest  
Village Administrator's Office  
400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

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## MEMORANDUM

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Date: November 8, 2017

To: Catherine Adduci, Village President  
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: Lake and Park RFQ/P

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**Issue:** As previously discussed, the Village has indicated its desire to reissue a request for proposals for the redevelopment of the Lake and Park site. A workgroup of Village Trustees, EDC members, Staff and consultants from Ehlers was comprised to review past attempts and issue a new proposal. Attached please find the final draft that is set to be released shortly. The workgroup is seeking Village Board approval to move forward with this new document. Please note the following highlights:

- Instead of a traditional RFP, the Workgroup is recommending a RFQ/P process. The first step will be to seek qualifications from developers along with a preliminary vision for the site. In doing this, the hope is that we will receive more responses from the development community as the upfront investment for a response will be much less.
- The responses will be reviewed and ultimately shortlisted to a number that is more manageable (approximately 1-3). From there, the selected developers will meet with the remaining property owner (Strand) to see if terms can be reached for acquisition.
- Assuming acquisition is possible, those developers will work in submitting a more formal and detailed proposal for the Lake and Park site.

Please note there are a couple of final items that will be added to this draft including website addresses as well as modeling of the site that Houseal-Lavinge is putting together.

**Recommendation:** Staff is seeking your approval to issue the attached RFQ/P to the development community.

Thank you.

# Lake Street & Park Avenue Development Opportunity

Lake Street Corridor  
River Forest, Illinois



## Request for Qualifications



RFQ Release Date:  
Monday, November 20, 2017

Submission Deadline:  
Friday, December 15, 2017  
4:00 P.M. Central Time





*Aerial View of Development Site*

For more information, please contact:



Jennifer Tammen, Municipal Advisor/Principal  
Ehlers and Associates  
525 W. Van Buren Street, Suite 450  
Chicago, IL 60607  
Email: [jtammen@ehlers-inc.com](mailto:jtammen@ehlers-inc.com)  
Phone 312.638.5263

This solicitation document is available only online. Respondents who would like to respond to this solicitation/bid opportunity must be registered with the Village of River Forest at [www.XXXxxxx.XXX](http://www.XXXxxxx.XXX). Notifications of addenda will be sent to Respondents to this electronic solicitation. The Village is not responsible for sending addenda or updates to this solicitation to individuals who have not registered.



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## Invitation for Qualifications & Approach



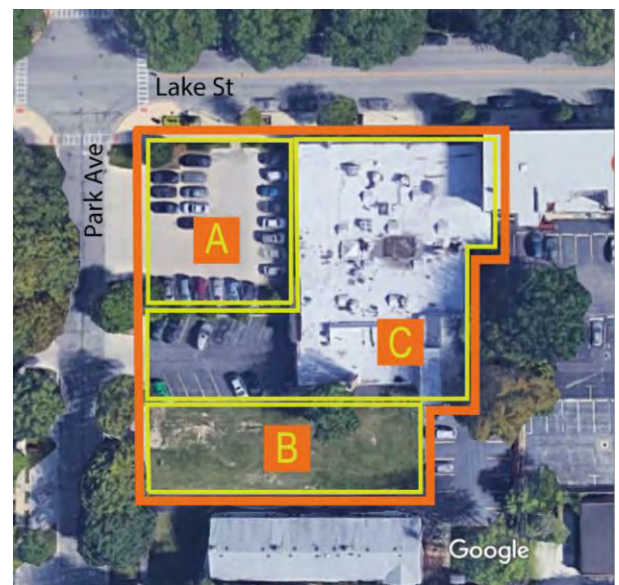
## REQUEST FOR QUALIFICATIONS OBJECTIVES

The Village of River Forest (“Village”) is offering the opportunity to team with the private sector to redevelop key properties within the Lake Street Corridor, a vibrant mixed-use area that spans the River Forest and Oak Park communities. The Village is seeking a developer or development team to undertake the redevelopment of approximately 0.80+/- acres located at the southeast corner of Lake Street and Park Avenue (“Site”). The assemblage includes a combination of two Village-owned parcels (A & B) and one parcel owned by a single property owner (C), as indicated on the Development Site Map.

Ehlers, the Village’s redevelopment consultant, worked with the Village Board and Economic Development Commission (“EDC”) to draft this invitation and conducted outreach with the real estate development community that has helped to refine and inform the process and approach to this solicitation. Ehlers will receive proposals for the Site on behalf of the Village and is also available to answer any site-specific or process-related questions.

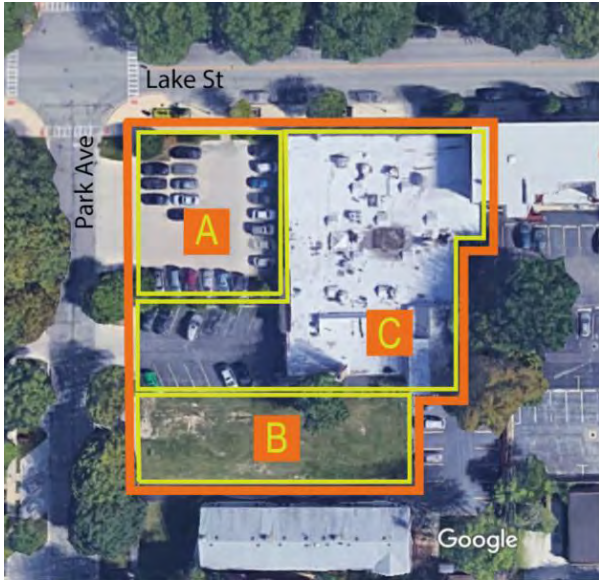
The Village has incorporated lessons learned from prior solicitations and community input into this RFQ document. The intent is to create a clear and concise process that facilitates and yields quality, thoughtful responses and ultimately, redevelopment of these key parcels. In order to streamline the evaluation and selection process, the Village has created a Lake/Park Work Group comprised of representatives from the Village Board and the EDC. The Lake/Park Work Group will serve as the conduit to the EDC and as the recommending body to the Village Board, who will ultimately select the developer for the Site.

- ❖ The Village of River Forest is seeking a real estate company, firm, partnership or individuals to work with the Village and lead efforts to redevelop the Lake/Park properties.
- ❖ The Village desires a Respondent(s) who can provide a viable vision and approach, and demonstrated ability to execute the project to meet mutual development goals in a timely manner.
- ❖ The Village is interested in negotiating a redevelopment agreement for the sale of its property with a firm or entity that has a proven record of successful development in the public-private arena.



Lake and Park Development Site

## Lake/Park Development Site Property Description



The assemblage includes a combination of two Village-owned parcels (Property A and Property B) and one parcel, Property C, owned by a single property owner. The private property owner (Property C) is interested in working directly with the Respondent(s) with respect to the disposition of the property for redevelopment as part of the assemblage. To that end, the Private Owner has agreed to participate in the Request for Qualifications-Proposals (“RFQ-P”) process by meeting with the Respondents selected from the RFQ Phase at the beginning of the RFP Phase.

**Total Site Acreage: +/-0.80 acres**

**Current Zoning Class: C3 Commercial Retail**

The Village will consider uses outside the C3 zoning as outlined in the Preferred Land Uses section as part of the **Planned Development process**.

### Property A

7787 W. Lake Street  
7,056 square feet  
PIN 15-12-115-001-0000

Property Description: Property A is located on the southeast corner of Lake Street and Park Avenue. It is owned by the Village of River Forest. Property A measures approximately 72' x 98', with 72 feet of frontage along Lake Street and 98 feet along Park Avenue.

### Property B

419 Park Avenue  
7,350 square feet  
PIN 15-12-115-015-0000

Property Description: Property B is located approximately 50 feet south of Site A, on the east side of Park Avenue. Property B is also owned by the Village of River Forest. Property B measures approximately 50' x 147', with 50 feet of frontage along Park Avenue.

### Property C

7777 W. Lake Street  
19,964 square feet  
PIN 15-12-115-002-0000

Property Description: Property C is privately owned. This is an irregularly shaped parcel with approximately 115 feet of frontage on Lake Street and 50 feet on Park Ave. The owner has expressed a willingness to include his property in a coordinated redevelopment of Properties A and B.



Property C

## The Village’s Pre-development Investment: Tools and Infrastructure

The Village has been working to enhance and maximize all development opportunities within its boundaries including this Site. The Village brings land parcels, utilities, area reports, development community outreach, and initial redevelopment concepts together to create an inviting redevelopment opportunity. The Site could support a range of retail, commercial and/or residential uses, the development of which includes strong Village Board support. The Village’s role with respect to private sector investment is to encourage and facilitate the redevelopment of its commercial corridors and has engaged in a number of key activities to support this effort.

### Village Investments Include:

- ❖ The Village is in the process of updating its 2003 Comprehensive Plan to encourage and support creative and strategic development within the Village’s commercial corridors, a high priority for the Village.
  - The Village is committed to involving residents and stakeholders in the process of crafting community vision and has created *River Forest Forward*, an online public engagement tool. for public.
- ❖ The Village’s 2009 River Forest Corridors Study identifies the Lake Street Corridor as a primary area that would benefit from new development and uses that contribute to the support the creation of existing and new businesses.
- ❖ In 2015, the Village established two Business Districts, one of which includes the Site area east to Lathrop Avenue. The goal of Business Districts is to provide the Village tools to leverage and support private investment in the area.
- ❖ In 2016, the Village commissioned and adopted the “North Avenue and Madison Street Market Analysis Report”. The report indicates the Village is well positioned to capture multi-family development as part of a mixed-use or as a stand-alone development. This market information and analysis is available for your review and use.
- ❖ The Villages of River Forest, Oak Park, and Forest Park have completed a Phase 1 study to replace and improve the Harlem Avenue Viaduct and are working to secure federal dollars for its reconstruction.



*River Forest Forward* is a public outreach tool that stakeholders can use to contribute their ideas for the future vision of the Village. The tool can be found at: <http://www.hlplanning.com/portals/riverforest/>



The “North Avenue and Madison Street Market Analysis Report”.

## The Village's Pre-development Investment: Engagement with the Development Community

In early 2017, the Village engaged Ehlers as its Redevelopment Consultant, to conduct Development Community outreach and prepare this RFO-P. The Village has revised and streamlined its approach to facilitate development in response to input from local residents and the real estate development and business communities.

- ❖ In June 2017, the Village, with its Consultant, hosted two real estate community roundtables. A total of 20 real estate development professionals participated. The purpose of the roundtables was to gather feedback in the initial phase of this solicitation for interest in this real estate development opportunity. The Village also facilitated a general discussion on development needs and requirements in public-private ventures.
- ❖ In response to the Roundtable feedback, the Village evaluated options for site control as well as redevelopment concepts that encompassed a larger redevelopment area. The Village commissioned its land use and urban design consultant to create Conceptual Scenarios that include the Site as well as additional properties along Park Avenue south to Central Avenue. These scenarios are included in the Supporting Documents section of this document.
  - ❖ All scenarios are high-level visual representations intended to show conceptual development that could support the Preferred Land Uses. These are for reference only and are not proscriptive.
- ❖ The Village established the Lake/Park Project Work Group comprised of representatives of the Village Board and the EDC. This Work Group will be available to meet confidentially with selected Respondents prior to the submittal of Proposals in order to answer questions and provide feedback.



*Aerial View, west view at top*



*Development site facing south*



*Development site facing north*

## Redevelopment Vision & Preferred Land Uses

This solicitation for developers is driven by the Village's commitment to the redevelopment of key sites located throughout the Village's commercial areas, with a focus on the Lake Street Corridor. The Site offers an opportunity to create new spaces that encourage activity and placemaking within the corridor. The Village envisions the Site redeveloped in a manner that responds to the context and overall character of the surrounding areas while enhancing the tax base. The Village believes a mixed-use structure(s) with a sensitivity to urban design and architecture will contribute to the vibrant character of the Corridor and is encouraged.

As discussed, the Village has prepared high-level conceptual redevelopment scenarios for the Site and adjacent areas that are intended to explore a sense of what may be possible. Again, these are illustrations only and are not proscriptive.

The Lake Street Corridor is characterized by a mix of neighborhood commercial, retail, institutional and service uses with multifamily residential condominiums, apartments and open space. In addition, there are a number of commercial condominium spaces that are home to local and boutique businesses. The Site is also within walking distance to the River Forest Metra Station and within a short drive to the Oak Park Intermodal Station and CTA Blue Line (Forest Park Station).



*Corner view, looking southeast*

**Given the Site's context, the goals of the Corridor Plan, and the findings of the market study, the Village encourages and supports a mixed-use development that may include:**

- ❖ Multifamily residential
- ❖ Independent Senior Living
- ❖ Retail and/or Commercial
- ❖ Restaurant – fast casual, café/bistro or fine dining
- ❖ Parking to support proposed uses

## Offering & Process (2-Phase Process)

This solicitation will be conducted in two phases, beginning with a Request for Qualifications (“RFQ”) and second phase, Request for Proposals (“RFP”). The RFQ process focuses on the Respondent’s capacity, experience and qualifications in similar developments and initial vision and approach to creating a quality development that achieves mutual redevelopment goals. No specific development proposal is required at this time; however Respondents are asked to articulate their vision for the Site and potential uses.

The Village and its consultant will review all RFQ submittals (Phase 1) to evaluate Respondents’ proposals and qualifications and will conduct interviews with selected Respondents prior to undertaking the Request for Proposals (Phase 2).

- ❖ If multiple Respondents are deemed qualified, a subsequent RFP (Phase 2) will be issued. Qualified Respondents would be invited to submit a formal development proposal providing a development vision for the Site, illustrative concept drawings, development program and uses, financing information, feasibility and financing plan, project narrative and the proposed business terms; specific requirements are outlined in the following section. RFP submittals will be evaluated on several criteria, including but not limited to, completeness, vision, approach, economic viability and return, demonstrated ability to execute the project, and overall alignment with the Village’s vision.
- ❖ If required, negotiation of business terms for the acquisition of the privately owned property (Property C) will be the responsibility between the Developer and the Owner. The Property C Owner will be available to meet with Qualified Respondents at the beginning of the RFP phase. The goal is to determine whether terms can be reached before the Respondent goes further into the process. The Village also recognizes that the development vision and feasibility of same may be impacted based on the terms for Property C.
- ❖ RFP Respondents will have the opportunity to meet with the Village’s Lake/Park Work Group advance of submitting final proposals. The meeting and agenda are at the request and direction of the Respondent. The optional meeting(s) is intended to provide an opportunity for Respondents to gain insight and feedback on the Respondent’s vision for the Site, to assist in preparing the formal submittal. All aspects of the meeting will be held in confidence by the Work Group and the Village. The Village will not disclose whether a particular Respondent or team has met with the Work Group, nor will the content of the meetings be disclosed outside of the Work Group and the Village’s Consultant.



## RFQ Submittal Requirements

### Phase 1: Qualification Phase

The Respondent should demonstrate their experience in working with communities in the successful management and navigation of similar public approval processes and ability to see a project through from planning, approvals, design, construction and occupancy. Specific requirements include:

- ❖ **Transmittal Letter** providing a narrative description and overview of the key aspects of the submittal.
- ❖ **Identification of Lead Developer and Principal Firms** to be involved in the project including their roles and responsibilities and contact information for the developer or key members of the development team. A narrative description of the anticipated roles of each team member along with resumes of key personnel assigned to the project should be included.
- ❖ **Project Experience** outlining the description, location and a summary of similar projects (preferably within the Chicagoland area) led by the Respondent within the past ten years. Include a narrative description of the relevance and quality of the development team's project experience.
- ❖ **Preliminary Development Vision and Approach.** The response should include a narrative vision statement for the Site and examples of the Respondent's similar project experience. While a detailed site plan is not required at this time, a preliminary development concept should be provided with enough detail to communicate the Respondent's vision and approach to planning and executing the redevelopment. Examples of similar projects can be referenced to further articulate and illustrate the respondent's intended redevelopment concept.
- ❖ **Project References** including a minimum of three references for similar projects from civic/public sector officials or staff involved in project development, including name, address, telephone number and email address and a letter authorizing each reference to respond to inquiries regarding the project. References demonstrating experience in working within a public process should be emphasized if available.
- ❖ **List of Pending Litigation** or disputes with which the Respondent or development team are involved and the current status. This includes bankruptcies, foreclosures, or projects in which lenders took back the development.
- ❖ **Financial References** from financial institutions and/or other sources of capital with which the Respondent has an existing relationship. Reference contact and project information for developments financed by financial references is required.

## RFQ Submittal Requirements

### Phase 2: Proposal Phase

Those shortlisted Respondents from the RFQ process will be invited to submit a proposal to the Village. As mentioned previously, RFP Respondents will have the opportunity and are encouraged to meet with the Village's Lake/Park Work Group in advance of submitting proposals. The meeting and agenda will be set at the request and direction of the Respondent and intended to provide access to the representatives of the recommending and approving entities for the developer selection. This will allow for initial interaction, clarification, and feedback within a confidential environment.

The overall content of the proposal is primarily at the discretion of the Respondent and whatever is deemed necessary to communicate the ideas, plans, and its financial benefits to the Village. However, the following items are required at a minimum to help the Village evaluate the proposal.

- ❖ **Cover Letter** showing the legal name, address, email address of the telephone number of the Respondent. The letter should outline all partnerships, professional team members, etc. that would be part of the project team, along with the name and title of the person who will be the primary contact throughout the project. The cover letter should be signed by the person who has the authority to bind the proposing firm to the submitted proposal.
- ❖ **Conceptual Illustrative Package Including a Site Plan** showing the Respondent's initial thoughts regarding the spatial development of the Site, proposed use(s), approximate square footage of each use, and approximate number and type of parking spaces.
  - Detailed architectural drawings are not required of each proposed building, however an overall sense of massing and architectural style showing compatibility with the surrounding area should be included.
- ❖ **Project Justification and Feasibility** explaining any market research or current experience that would support the types of use(s) and areas being proposed.
- ❖ **A Preliminary Economic Analysis** should be provided and include a sources and uses budget and proforma showing the preliminary sources of capital, overall construction costs, soft costs including financing expenses and potential revenue from sale or lease payments and projections of public revenues generated by the proposed development, i.e. property and sales tax, as appropriate. The Respondent should include assumptions regarding terms for acquisition of the Site, including the Village-owned parcels.

## Process Timeline

<b><u>RFQ Phase</u></b>	
Release RFQ	November 20, 2017
Question and Answer Period	November 20 through December 8, 2017
RFQ Submittals Due	December 15, 2017, 4:00 PM Central Time
Review Responses	December 2017-January 2018
Contact Preferred Respondents (short list)	January 2018
<b><u>RFP Phase</u></b>	
Shortlisted Respondents meet with Owner of 7777 W. Lake Street	February 2018
Optional Confidential Pre-Submittal Meetings with Lake/Park Workgroup (at Respondents' Request)	February 2018
Proposals Due	March 23, 2018
Proposals Reviewed/Interviews	March/April 2018
Selection of Preferred Developer/ Development Team	May 2018
Village Board Approval to Negotiate Redevelopment Agreement	June 2018

## Submittal Procedures: Qualifications Phase

Two (2) hard copies and one (1) electronic copy on a USB flash drive of the qualifications are required to be submitted by the Respondent. It is the Respondents' responsibility to ensure that their RFQ submittals are received by 4:00 PM Central Time on Friday, December 15, 2017.

The Village reserves the right, at its sole discretion, to reject any or all submittals; to waive minor irregularities and informalities of a submittal; or to cancel, revise or extend this solicitation. This Request for Qualifications does not obligate the Village or Private Property Owner to pay any costs incurred by any Respondent in the submission of a proposal or in making necessary studies or designs for the preparation of that proposal, or for procuring or contracting for the services to be furnished under this Request for Qualifications-Proposals ("RFQ-P"). This is a non-binding solicitation until such time as the Village negotiates and approves a redevelopment agreement with the successful respondent.

Responses should be sealed and clearly marked with the RFQ-P name, date, and time due as follows:

REQUEST FOR QUALIFICATIONS: LAKE & PARK PROPERTIES, RIVER FOREST  
FRIDAY, DECEMBER 15, 2017; 4:00 PM CENTRAL TIME

Responses should be delivered to the following address:

Jennifer M. Tammen  
Principal/Municipal Advisor, Ehlers & Associates  
Attention: RIVER FOREST LAKE & PARK RFQ  
525 W. Van Buren Street, Suite 450  
Chicago, Illinois 60607  
Email: jtammen@ehlers-inc.com

Any questions/clarifications during the Phase 1, Request for Qualification phase question and answer period (November 20, 2017- December 8, 2017) should be directed via email to:

Jennifer M. Tammen  
Principal/Municipal Advisor  
Ehlers & Associates  
Email: jtammen@ehlers-inc.com

Respondents who would like to respond to this solicitation/bid opportunity must be registered with the Village of River Forest at [www.XXXxxxx.XXX](http://www.XXXxxxx.XXX). Notifications of addenda and/or clarifications will be sent to Respondents to this electronic solicitation. The Village is not responsible for sending addenda or updates to this solicitation to individuals who have not registered with the Village's online registration system.

## Lake Street Corridor

The vibrant commercial and mixed-use hub known as the Lake Street Corridor includes the Villages of River Forest and Oak Park. The Lake Street Corridor runs between the intersections of Lake Street and Thatcher Avenue in River Forest east to Oak Park Avenue in Oak Park. Lake Street is a pedestrian friendly street with buildings fronting along tree-lined sidewalks.

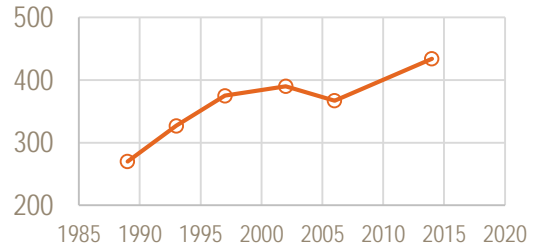
As Lake Street travels between Lathrop and Thatcher Avenues, the Corridor accommodates a multitude of uses including several schools and churches, townhomes, single family homes, mid-rise condominium buildings, mixed-use commercial buildings, parks and recreational fields. The Village Hall campus is located directly west of the Site along Park Avenue and includes the administrative offices of the Village and the Police and Fire Departments.

On Lake Street, between Park Avenue and Lathrop Avenue east of the Site, retail uses are found on the south side of the street while institutional and single family residential uses are predominant on the north side of the street. Several small, locally-owned businesses offer a variety of shops and services including restaurants, cigar shop, chocolates and confectionary store, florist, salon/spa, home design, banks, professional office, auto repair, dry cleaning, and more. Similar to the Madison Street Corridor to the south, the Lake Street Corridor is suitable for restaurants, entertainment and niche retail.

*The Lake Street Corridor is the heart of River Forest and Oak Park and is primed for additional mixed-use development.*



Metra Ridership: River Forest Station

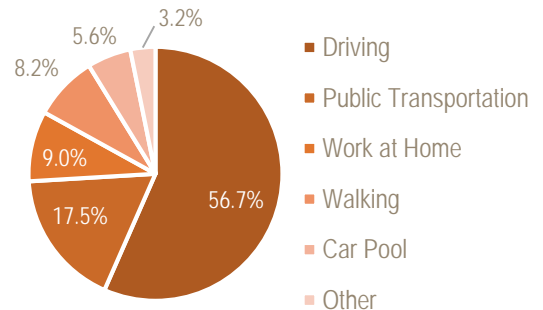


Average Daily Boarding at River Forest Metra Station: 434



Average Vehicle Miles Traveled (VMT) for Lake Street Corridor: 20,915

Mode of Commute

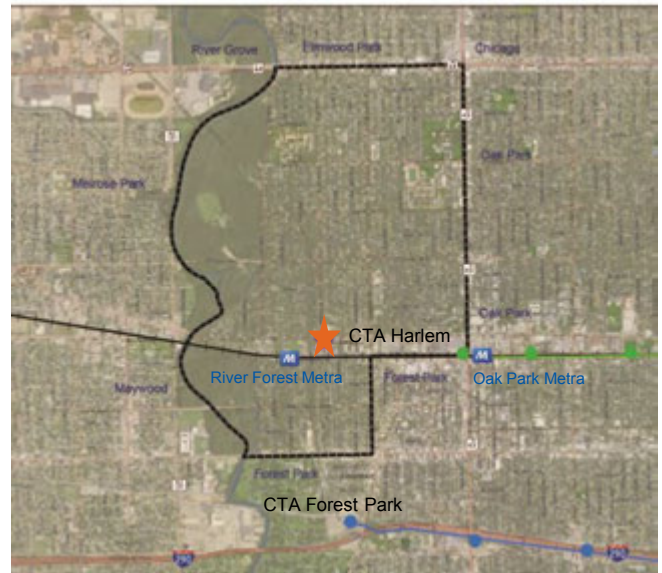


Approximate walking distance from development site

- ❖ 8 min to River Forest Metra
- ❖ 5 min to Keystone Park
- ❖ 15 min to CTA Harlem Stop
- ❖ 19 min to Thatcher Woods

## About the Village

River Forest is an affluent community of 11,088 (2016 Population Estimate, US Census) located approximately nine miles west of Downtown Chicago. The median sale price of a single family home in River Forest in 2016 was \$599,000. The relatively compact Village is just 2.5 square miles and is bordered by the communities of Elmwood Park on the north, Oak Park on the east, Forest Park on the south, and Melrose Park and Maywood across the Des Plaines River to the west. The North Avenue, Harlem Avenue, and Madison Street corridors, and Des Plaines River help form the borders with these communities. The Village is part of the Oak Park-River Forest community area, sharing the Lake Street Corridor and the intersection of Lake Street and Harlem Avenue, which is a convergence of national and regional retailers, restaurants, and grocers. Lake Street passes through the heart of River Forest’s historic “Village Center” and lays adjacent to Metra’s Union Pacific West line.



Village of River Forest Boundary Map

In addition to River Forest’s proximity to Metra trains, the Village is also conveniently located near a number of transportation hubs. The Oak Park Intermodal Station includes the Oak Park Metra, the CTA Harlem Green ‘L’ stop, and seven CTA and Pace Bus Routes and is within walking distance of the Site. The Forest Park Blue Line ‘L’ stop is located just south of the Village. The Site is located two miles north of Interstate 290 (Des Plaines Ave.). O’Hare International Airport and Midway International Airport are within approximately 12 miles of the Village.

Village of River Forest		5-Minute Drivetime	10-Minute Drivetime	15-Minute Drivetime
Population	11,088	45,418	247,253	624,612
Households	4,035	17,507	90,451	214,049
Per capita Income	\$66,028	\$38,985	\$30,033	\$24,700



Average Household Income  
\$172,803



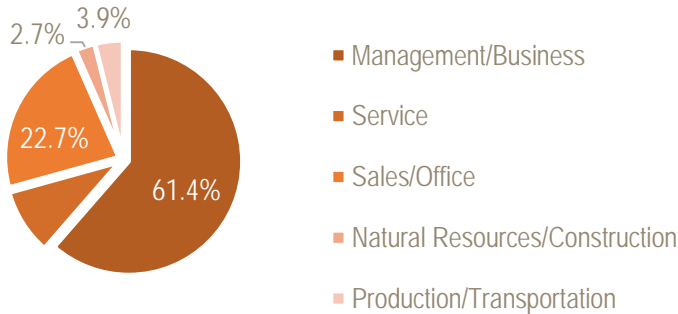
Median Age  
42.5



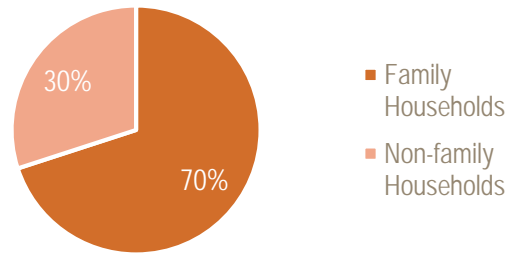
Median sale price of home: \$599K

## About the Village

### Employment by Occupation

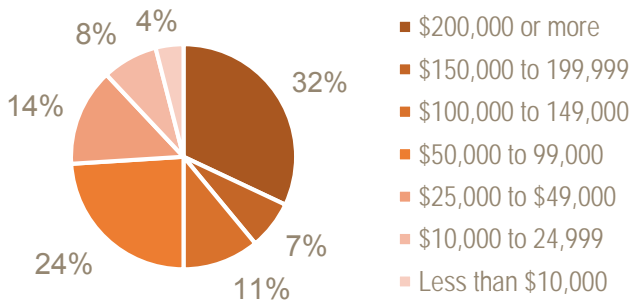


### Household Type

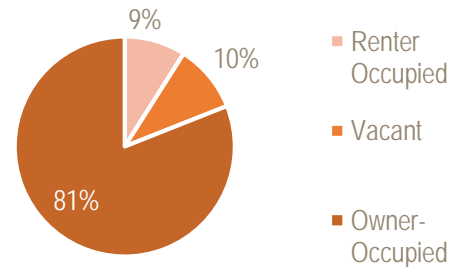


The average size per household is 2.56. 30% of the households are non-family households.

### Average Household Income



### Housing by Tenure (2009-2013 Avg.)



The majority of the housing in the Village consists of owner occupied single-family detached structures. Less than 10% of the Village's housing is renter occupied.

Data Sources: US Census and Village of River Forest Avenue and Market Analysis Report, 2016

*\* The median household income is projected to increase by 13% between 2015 and 2020 to over \$128,000. The largest growth will occur in that segment over \$150,000 per year.*

-Village of River Forest North Avenue and Market Analysis Report, 2016

## More About the Village



River Forest is an historic community committed to protecting, preserving and promoting its rich heritage. Over 80% of the Village's housing stock was built before 1960 with more than half constructed before 1940. This is reflective of the Village's historic character. Structures in River Forest include historical styles such as Gothic Revival, Victorian, Prairie School, Tudor Revival, Bungalows, Burma Built, Art Deco, and Moderne. Some of these homes were designed by architects such as Frank Lloyd Wright, William Drummond, Spencer and Powers, E.E. Roberts, and their contemporaries.



Residents of River Forest experience a high quality of life thanks in part to significant educational institutions and recreational amenities. The Village is home to Dominican University and Concordia University Chicago. There are two public elementary schools and one public middle school, Roosevelt Middle School. River Forest also has the Keystone Montessori School, established in 1994. The Village shares a high school with the Village of Oak Park, Oak Park and River Forest High School, located in Oak Park. River Forest is home to two Catholic grade schools, one Lutheran grade school and has one all-girls' secondary school, Trinity High School.



The Village is served by the River Forest Public Library and the River Forest Park District. Recreational amenities include: Ten parks, paddle tennis and bocce courts, ball fields and community gardens. The Village's western border is the Forest Preserve District of Cook County which includes the Trailside Museum of Natural History and Thatcher Woods, which offers extensive hiking trails and other natural recreational opportunities.





## Highlighted Area Developments\*



### Vantage Oak Park

*Lake Street and Forest Avenue*

Developed by Golub & Company

Completed 2016

Description: 21- story high-rise with 270 upscale apartments and 588 parking spaces

Tenants include Cooper's Hawk Winery and Restaurant and Edward- Elmhurst Health



### The Emerson

*Lake Street between Harlem Avenue and Marion Street*

Developed by Clark Street Development

Completed 2017

Description: 20- story high-rise with 26,500 sf of commercial retail, 271 upscale studio, 1- and 2-bedroom apartments, and 418 parking spaces

Tenants include Target, Firecakes, and Wheel & Sprocket



### The Promenade Townhomes

*Madison Street and Forest Avenue*

Developed by C3 (Chicago Condo Collection)

Target Completion 2017- 2018

Description: Twenty-nine 3-bedroom homes contain 2,000 square feet with attached garage.



### Oak Park Place

*Ontario Street and Harlem Avenue*

14 stories

Completed 2009

Description: 204 studio apartments, 1-, 2- and 3- bedroom units, green roof, and roof deck.

Tenants include: Trader Joe's



### The Residences at Maple Place

*Chicago Avenue and Maple Street*

Developer: Altierra Development

Target completion 2017

Description: Five-story building includes eleven 2- and 3- bedroom luxury condominium units and a green roof. The building is LEED registered. Includes one heated, indoor parking space per unit with additional space available for additional purchase.

\*See the Area Developments Map in the Supporting Documents section for more information.

## Highlighted Area Developments\*



**River Forest Town Center**  
*Harlem Avenue and Bonnie Brae*  
Completed in 2009

Description: The Center is comprised of nearly 150,000 square feet of retail space with anchor tenants that include, Whole Foods, DSW, Petco, Panera Bread, Starbucks, Boston Market, Walgreen's, Rally House, and The Children's Place.



**District House**  
*Lake Street and Euclid Avenue*  
Developer: Frank Chen  
Target completion 2018

Description: Mid-rise featuring 4,500 square feet of retail space, 28 3-bedroom condominiums, and green roof terrace. The building is LEED certified.



**Fresh Thyme Farmers Market River Forest**  
*North Avenue and Monroe Avenue*  
Completed in 2017

Description: A 30,000 square foot former Dominick's that provides organic food to the area.



**The Avalon**  
*Bonnie Brae and Thomas Street*  
15 Luxury units

Description: New proposed construction. All 3 bedrooms units, 9 ½ foot ceilings, oversized terraces, 2- car garage parking per unit, and will range in size between 1,900-2,500 square feet.

\*See the Area Developments Map in the Supporting Documents section for more information.

## Supporting Documents

### Attachments

- ❖ Site Development Map
- ❖ Public Transportation and Metra Ridership Map
- ❖ Area Developments Map
- ❖ Demographic Snapshot Map (1-,3-, and 5-mile)
- ❖ Conceptual Redevelopment Scenarios
- ❖ Plats of Survey
  - 7781 W. Lake Street (Property A)
  - 419 S. Park Avenue (Property B)
  - 7777 W. Lake Street (Property C)
- ❖ No Further Remediation Letter and Documentation: 7781 W. Lake Street (Property A)

### Links

- ❖ Comprehensive Plan (2003) <https://vrf.us/sitemedia/pdf/comprehensivePlan.pdf>
- ❖ River Forest Corridors Plan (2009) (NEED TO ADD LINK ON VILLAGE WEBSITE)
- ❖ Business District Plans for the West Lake Street Business District No. 2 (adopted August 2015) (NEED TO ADD LINK ON VILLAGE WEBSITE)
- ❖ Village of River Forest: North Avenue and Madison Street Market Analysis Report, (adopted January 2016) (NEED TO ADD LINK ON VILLAGE WEBSITE)
- ❖ Zoning Ordinance(Chapter 19, Planned Developments)  
[http://www.sterlingcodifiers.com/codebook/index.php?book\\_id=503ts](http://www.sterlingcodifiers.com/codebook/index.php?book_id=503ts)


## Attachments

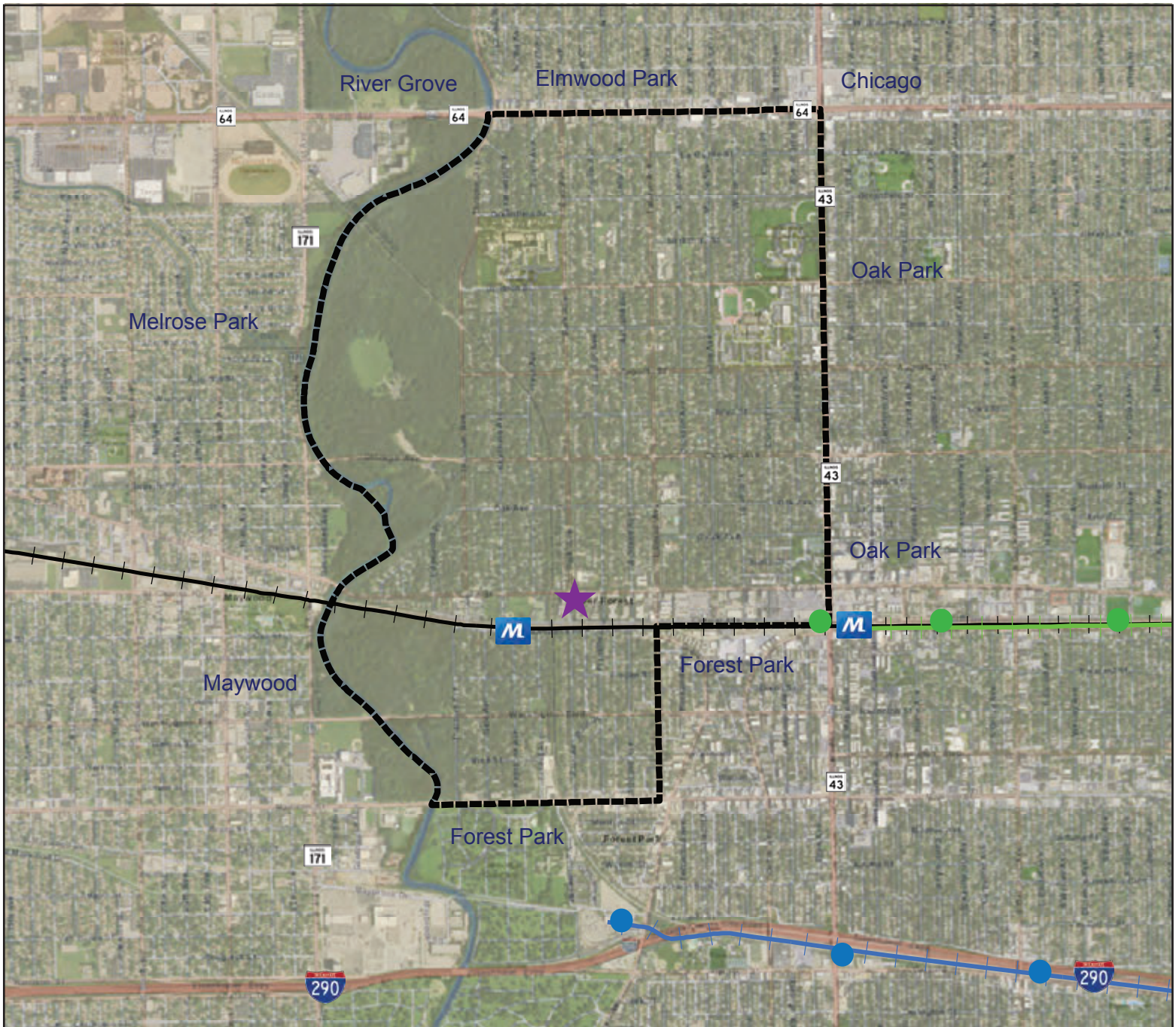


**Village of River Forest, Illinois  
 Development Site Map**

1" = 36 Feet

Property ID	Address	Pin	Owner	Zoning	Dimensions	Size
A:	7787 W. Lake	15-12-115-001-0000	Village of River Forest	C3	72' x 98'	7,056 square feet
B:	419 Park	15-12-115-015-0000	Village of River Forest	C3	50' x 147'	7,350 square feet
C:	7777 W. Lake	15-12-115-002-0000	Private Owner	C3	Irregular	19,964 square feet

 Total Site Area 34,370 square feet, 0.80 acres =+/-



### Village of River Forest Weekday Ridership

#### In-Bound to Chicago

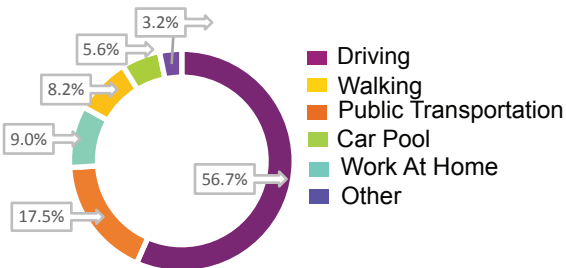
AM Peak	Midday	PM Peak	Evening	Total
376	31	4	N/A	434

#### Out-Bound to River Forest

AM Peak	Midday	PM Peak	Evening	Total
17	3	2	1	23

Pace Bus 307, 313, 309, 310, 317

### Mode of Commute

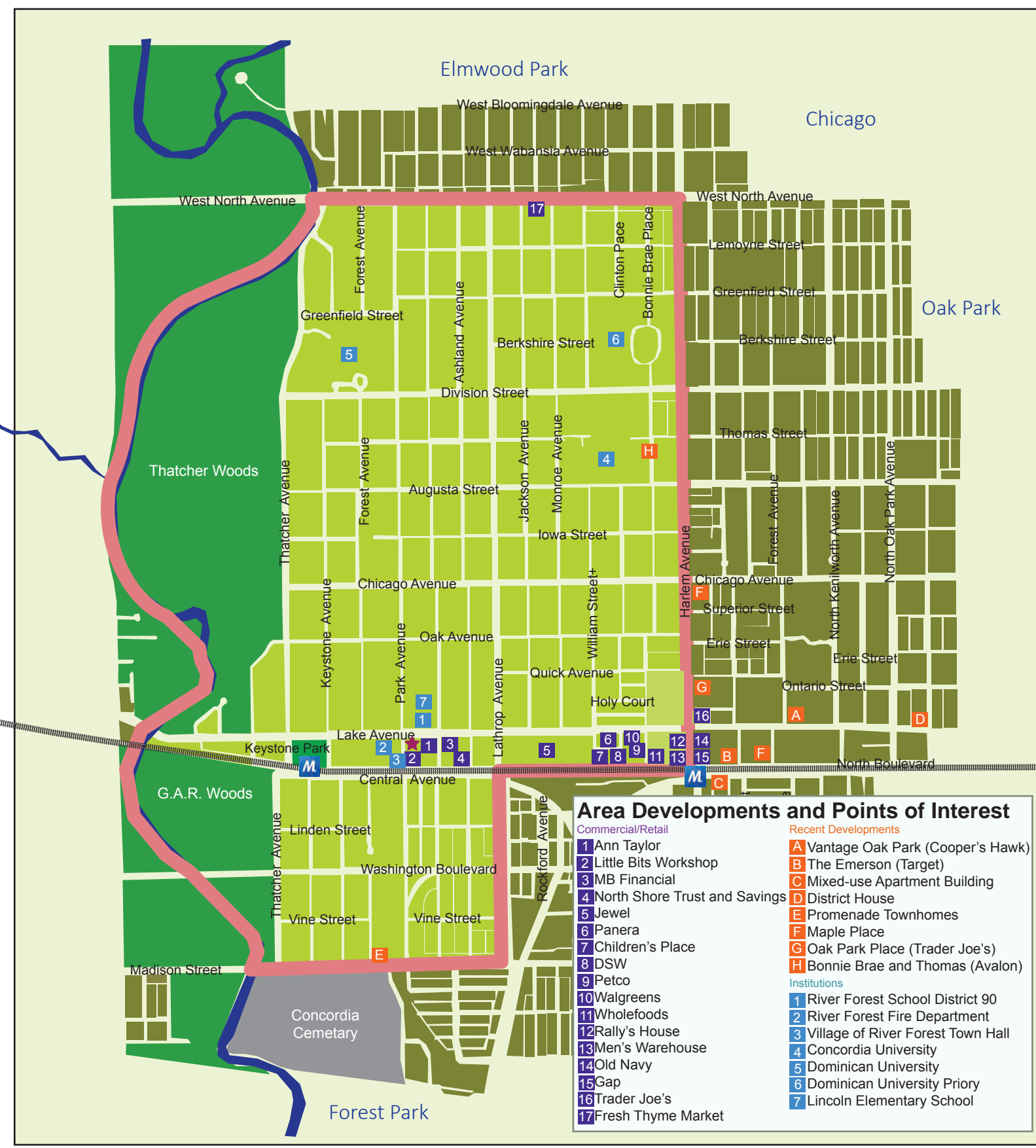


Data by: ESRI, Chicago Data-portal, US Census, Regional Transit Authority

- 1" = .5 Mile
- Development Site
- Boundary
- Metra
- CTA Green Line Station
- CTA Blue Line Station

## Village of River Forest, Illinois Public Transportation and Metra Ridership





0 0.1 0.2 0.4 0.6 0.8 Miles

★ Development Site

— Village Boundary

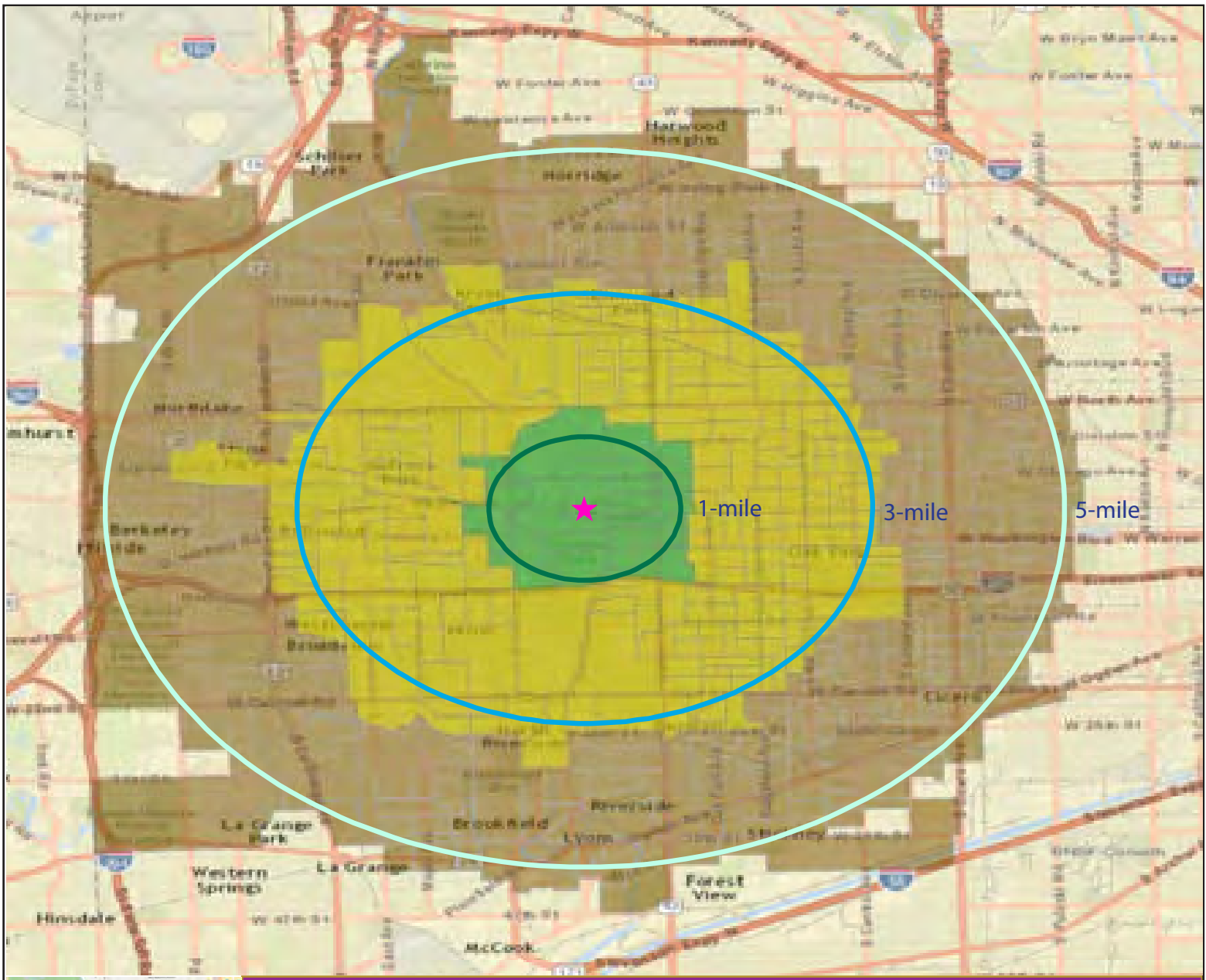
M Metra Station

## Village of River Forest, Illinois

### Area Developments

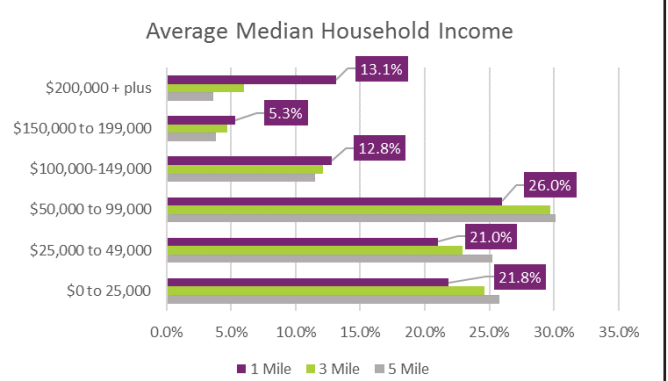
**EHLERS**  
LEADERS IN PUBLIC FINANCE

INCORPORATED 1880  
**RIVER FOREST**  
Proud Heritage  
Bright Future

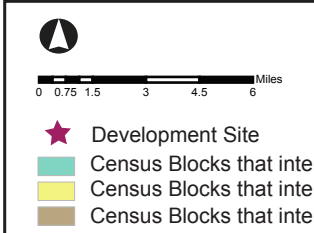
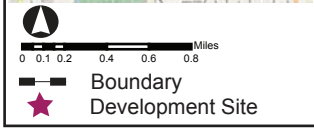


### Economic and Demographic Snapshot

	1-mile radius	3-mile radius	5-mile radius
Population	21,510	245,732	727,125
Households	17,507	90,451	214,049
Occupied	91.8%	91.1%	90.8%
Vacant	8.2%	8.9%	9.2%



Data is calculated using US Census Blocks that intersect radius boundaries. Population data is from Alteryx.



### Village of River Forest, Illinois Demographic Snapshot: 1, 3, 5-mile Radius





**PROFESSIONALS ASSOCIATED SURVEY, INC.**

Property - Alta - Topo - Condo - Mortgage Surveys

**PLAT OF SURVEY**

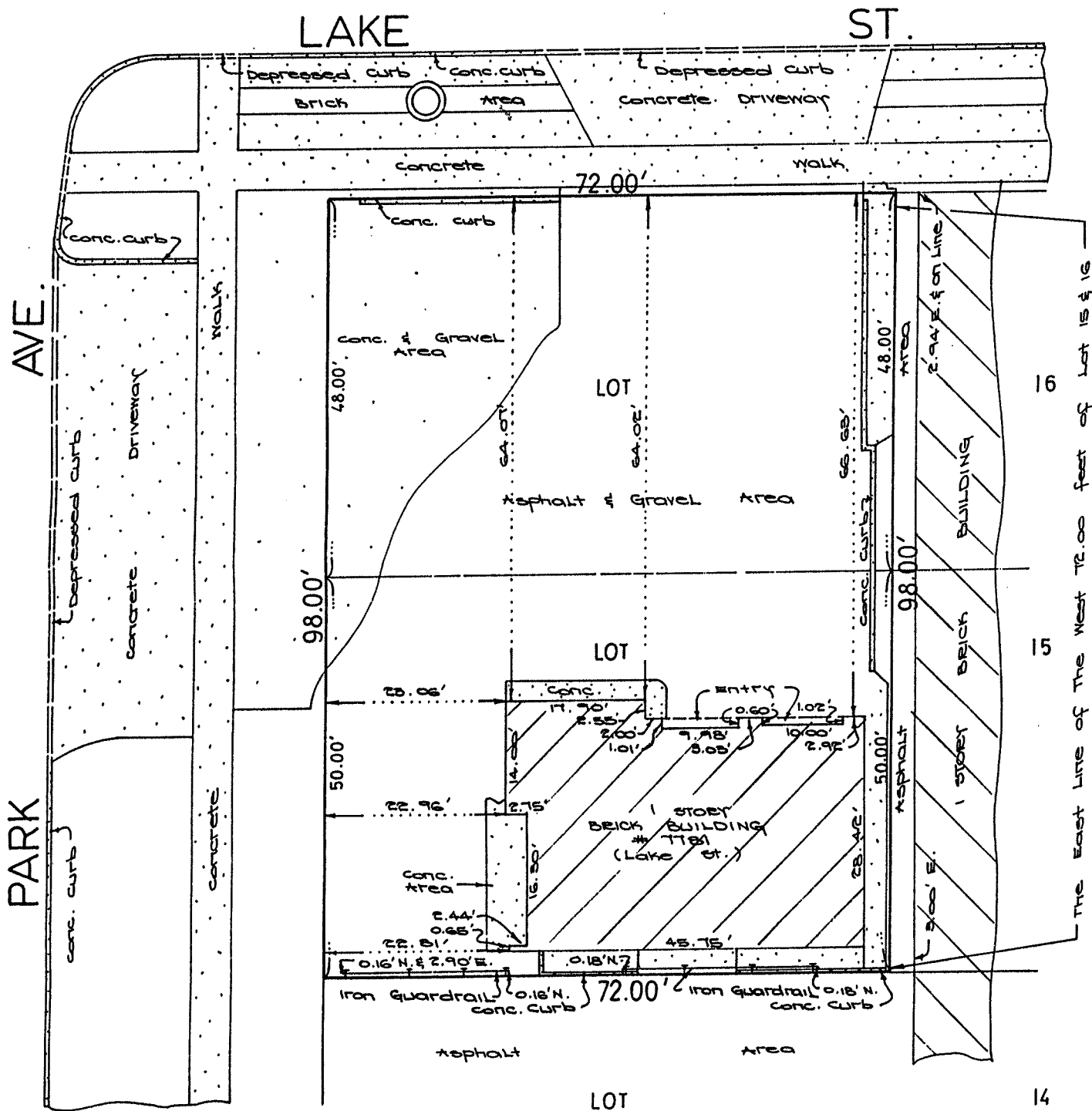
OF

THE WEST 72.00 FEET OF LOT 15 AND LOT 16 IN BLOCK 4 IN LATHROP'S RESUBDIVISION OF LATHROP AND SEVERN'S ADDITION TO RIVER FOREST IN SECTION 12, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 7781 LAKE STREET, RIVER FOREST, ILLINOIS.

**LINCOLNWOOD OFFICE:**  
7100 N. TRIPP AVENUE  
LINCOLNWOOD, ILLINOIS 60646  
TEL: (847) 675-3000  
FAX: (847) 675-2167

**HIGHLAND PARK OFFICE:**  
1510 OLD DEERFIELD ROAD  
HIGHLAND PARK, ILLINOIS 60037  
TEL: (847) 831-1200  
FAX: (847) 831-9206



✓ CHECK (✓) IN BOX MEANS THAT SURVEY HAS BEEN MADE FOR USE IN CONNECTION WITH A REAL ESTATE OR MORTGAGE LOAN TRANSACTION AND IS NOT TO BE USED FOR CONSTRUCTION.  
DIMENSIONS ARE NOT TO BE ASSUMED FROM SCALING.

Order No. 98-4282T  
Scale: 1 inch = 15 feet  
Date May 2, 1998  
Ordered by Ray Iverson

BUILDING LINES AND EASEMENTS ARE SHOWN ONLY WHERE THEY ARE SO AND RECORDED IN THE MAPS. OTHERWISE REFER TO YOUR DEED OR ABSTRACT. COMPARE ALL POINTS BEFORE BUILDING BY SAME AND AT ONCE REPORT ANY DIFFERENCE.

State of Illinois  
County of Lake ss.  
County of Cook

State of Illinois  
County of Lake ss.  
County of Cook

We, PROFESSIONALS ASSOCIATED SURVEY, INC., do hereby certify that we have located the building on the above property.

We, PROFESSIONALS ASSOCIATED SURVEY, INC., do hereby certify that we have surveyed the above described property and that the plat hereof drawn is a correct representation of said survey.

*Hylton F. Donaldson*

*Hylton F. Donaldson*

PROF. IL. LAND SURVEYOR

PROF. IL. LAND SURVEYOR

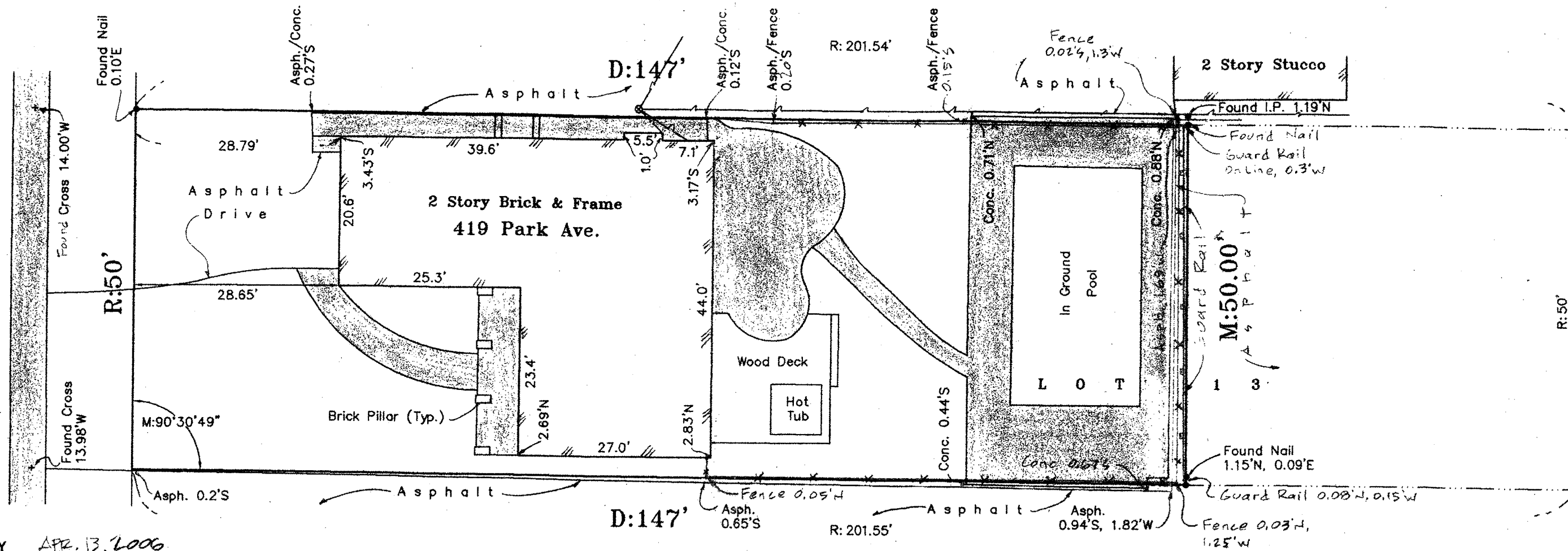
# PLAT OF SURVEY

Of the West 147 feet of Lot 13 in Block 4 in Lathrop's Resubdivision of part of Lathrop Seavern's Addition to River Forest, being a Resubdivision of all that part lying East of Park Avenue, together with the East 3/5 of Block 15 in the said Addition, in the Northwest 1/4 of Section 12, Township 39 North, Range 12, East of the Third Principal Meridian, in Cook County, Illinois.



Park Ave.

Access To  
Central Ave.



DATE OF SURVEY APR. 13, 2006

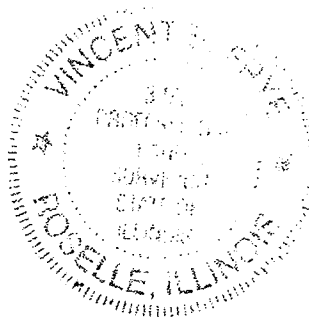
CLIENT: STREMYKI

JN 160563

**LEGEND**

R - RECORD DISTANCE	CH - CHORD
M - MEASURED DISTANCE	• FOUND IRON
D - DEED	◦ SET IRON
FENCE LINE —x—x—	
UTILITY POLE W/ OVHD. WIRES ⊙	
LIMITS OF BUILDING <u>     </u>	
CONCRETE SHOWN SHADED	
SCALE 1" = 1/5 FEET	

**SCHLAF - SEDIG & ASSOCIATES, INC.**  
 1030 SUMMERFIELD DRIVE  
 ROSELLE, ILLINOIS 60172  
 (630) 924-7100



A CURRENT TITLE REPORT HAS NOT BEEN PROVIDED FOR THIS SURVEY.

STATE OF ILLINOIS

COUNTY OF DU PAGE

I HEREBY CERTIFY THAT THE ABOVE DESCRIBED PROPERTY HAS BEEN SURVEYED, UNDER MY SUPERVISION, ACCORDING TO THE OFFICIAL RECORD AND THAT THE ABOVE PLAT CORRECTLY REPRESENTS SAID SURVEY. ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF.

I FURTHER CERTIFY THAT UNLESS OTHERWISE SHOWN, THE BUILDINGS ON THE PARCEL ARE WITHIN PROPERTY LINES AND THE ADJOINING VISIBLE IMPROVEMENTS DO NOT ENCRANCH ON THE ABOVE DESCRIBED PROPERTY.

I FURTHER CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

*Vincent B. Sedig*

MY LICENSE EXPIRES 11-30-2006

COMPARE THE DESCRIPTION OF THIS PLAT WITH DEED. REFER TO TITLE POLICY FOR ITEMS OF RECORD NOT SHOWN ABOVE. UNLESS OTHERWISE NOTED, UTILITIES WITHIN EASEMENTS ARE NOT SHOWN HEREON. UNDERGROUND UTILITIES INCLUDING BUT NOT LIMITED TO CONDUITS AND CABLES (IF ANY) HAVE NOT BEEN SHOWN HEREON.



July 15, 2004



Illinois Environmental Protection Agency  
Bureau of Land - #24  
Division of Remediation Management  
Leaking Underground Storage Tank Section  
1021 North Grand Ave East  
P.O. Box 19276  
Springfield, IL 62794-9276

**Village Board  
of Trustees**

Frank M. Paris

*President*

Nancy C. Dillon

*Trustee*

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Dale Rider

*Trustee*

Alfred M. Swanson, Jr.

*Trustee*

Patrick J. Hosty

*Village Clerk*

Charles J. Biondo

*Village Administrator*

Re: LPC 0312615034 – Cook County  
River Forest – Iverson Service Center  
7781 Lake Street  
LUST Incidents 971979 & 980580

Dear Sir or Madam:

The Village of River Forest has received the attached report from the IEPA dated July 6, 2004, and as requested in the letter, recorded it with the Cook County Recorder of Deeds. Please do not hesitate to contact my office if you have any questions or require additional information.

Very truly yours,

VILLAGE OF RIVER FOREST

A handwritten signature in cursive script that reads "Philip W. Cotter".

Philip W. Cotter  
Assistant Director of Public Works

Enclosure



Printed on  
recycled paper



0419748015

**PREPARED BY:**

**Name:** Iverson Service Center

**Address:** 7781 Lake Street  
River Forest, Illinois 60305-1736

**RETURN TO:**

**Name:** Iverson Service Center

**Address:** 2444 Hawthorne Avenue  
Westchester, Illinois 60154-5332

**Doc#:** 0419748015  
Eugene "Gene" Moore Fee: \$56.00  
Cook County Recorder of Deeds  
Date: 07/15/2004 10:38 AM Pg: 1 of 17

(THE ABOVE SPACE FOR RECORDER'S OFFICE)

**LEAKING UNDERGROUND STORAGE TANK ENVIRONMENTAL NOTICE**

THE OWNER AND / OR OPERATOR OF THE LEAKING UNDERGROUND STORAGE TANK SYSTEMS ASSOCIATED WITH THE RELEASE REFERENCED BELOW, WITHIN 45 DAYS OF RECEIVING THE NO FURTHER REMEDIATION LETTER CONTAINING THIS NOTICE, MUST SUBMIT THIS NOTICE AND THE REMAINDER OF THE NO FURTHER REMEDIATION LETTER TO THE OFFICE OF THE RECORDER OR REGISTRAR OF TITLES OF COOK COUNTY IN WHICH THE SITE DESCRIBED BELOW IS LOCATED.

Illinois EPA #: 0312615034  
LUST Incident #: 971979 & 980580

Iverson Service Center, the owner and / or operator of the leaking underground storage tank systems associated with the above referenced incident, whose address is 2444 Hawthorne Avenue, Westchester, Illinois, 60154-5332, has performed investigative and / or remedial activities for the site identified as follows and depicted on the attached Site Base Map:

1. Legal Description or Reference to a Plat Showing the Boundaries: Please refer to Attachment 2.
2. Common Address: 7781 Lake Street, River Forest, Illinois, 60305-1736.
3. Real Estate Tax Index / Parcel Index #: 15-12-115-001-0000.
4. Site Owner: Village of River Forest.
5. Land Use Limitation: There are no land use limitations.
6. See the attached No Further Remediation Letter for other terms.



# ILLINOIS ENVIRONMENTAL PROTECTION AGENCY

1021 NORTH GRAND AVENUE EAST, P.O. BOX 19276, SPRINGFIELD, ILLINOIS 62794-9276, 217-782-3397  
JAMES R. THOMPSON CENTER, 100 WEST RANDOLPH, SUITE 11-300, CHICAGO, IL 60601, 312-814-6026

ROD R. BLAGOJEVICH, GOVERNOR

RENEE CIPRIANO, DIRECTOR

217-782-6762

CERTIFIED MAIL

7002 3150 0000 1257 9718

JUL 06 2004

Iverson Service Center  
Attention: Raymond J. Iverson  
2444 Hawthorne Avenue  
Westchester, Illinois 60154-5332

RE: LPC 0312615034 - Cook County  
River Forest - Iverson Service Center  
7781 Lake Street  
LUST Incidents 971979 & 980580  
LUST TECHNICAL FILE



Dear Mr. Iverson:

The Illinois Environmental Protection Agency (Illinois EPA) has reviewed the November 2003 High Priority Corrective Action Completion Report & supplemental information submitted for the above referenced incident. The report proposes the information which is summarized in Attachment 1. Citations in this letter are from the Environmental Protection Act (Act) and 35 Illinois Administrative Code.

Based upon the certification by Nicholas J. Cuzzone, a Licensed Professional Engineer, and pursuant to Section 57.10 of the Act (415 ILCS 5/57.10), your request for a no further remediation determination is granted under the conditions and terms specified in this letter.

Issuance of this No Further Remediation Letter (Letter), based upon the certification of the Licensed Professional Engineer, signifies that: (1) all statutory and regulatory corrective action requirements applicable to the occurrence have been complied with; (2) all corrective action concerning the remediation of the occurrence has been completed; and (3) no further corrective action concerning the occurrence is necessary for the protection of human health, safety, and the environment. Pursuant to Section 57.10(d) of the Act, this Letter shall apply in favor of the following parties:

1. Iverson Service Center, the owner or operator of the underground storage tank systems.
2. Any parent corporation or subsidiary of such owner or operator.
3. Any co-owner or co-operator, either by joint tenancy, right of survivorship, or any other party sharing a legal relationship with the owner or operator to whom the Letter is issued.

ROCKFORD - 4302 North Main Street, Rockford, IL 61103 - (815) 987-7760 • DES PLAINES - 9511 W. Harrison St., Des Plaines, IL 60016 - (847) 294-4000  
ELGIN - 595 South State, Elgin, IL 60123 - (847) 608-3131 • PEORIA - 5415 N. University St., Peoria, IL 61614 - (309) 693-5463  
BUREAU OF LAND - PEORIA - 7620 N. University St., Peoria, IL 61614 - (309) 693-5462 • CHAMPAIGN - 2125 South First Street, Champaign, IL 61820 - (217) 278-5800  
SPRINGFIELD - 4500 S. Sixth Street Rd., Springfield, IL 62706 - (217) 786-6892 • COLLINSVILLE - 2009 Mall Street, Collinsville, IL 62234 - (618) 346-5120  
MARION - 2309 W. Main St., Suite 116, Marion, IL 62959 - (618) 993-7200

4. Any holder of a beneficial interest of a land trust or inter vivos trust whether revocable or irrevocable.
5. Any mortgagee or trustee of a deed of trust of such owner or operator.
6. Any successor in interest of such owner or operator.
7. Any transferee of such owner or operator whether the transfer was by sale, bankruptcy proceeding, partition, dissolution of marriage, settlement or adjudication of any civil action, charitable gift, or bequest.
8. Any heir or devisee of such owner or operator.

This Letter and all attachments, including but not limited to the Leaking Underground Storage Tank Environmental Notice, must be filed within 45 days of receipt as a single instrument with the Office of the Recorder or Registrar of Titles in the county in which the above referenced site is located. This Letter shall not be effective until officially recorded by the Office of the Recorder or Registrar of Titles of the applicable county in accordance with Illinois law so it forms a permanent part of the chain of title for the above referenced property. Within 30 days of this Letter being recorded, an accurate and official copy of this Letter, as recorded, shall be obtained and submitted to the Illinois EPA. For recording purposes, it is recommended that the Leaking Underground Storage Tank Environmental Notice of this Letter be the first page of the instrument filed.

#### CONDITIONS AND TERMS OF APPROVAL

##### LEVEL OF REMEDIATION AND LAND USE LIMITATIONS

1. This site was classified as High Priority in accordance with Section 57.7(b)(3) of the Act and 35 Illinois Administrative Code 732.304. In accordance with 35 Illinois Administrative Code 732.404(a), the owner or operator has remediated or eliminated each of the criteria that caused the site to be classified as High Priority. The remediation objectives for the above referenced site described in the Leaking Underground Storage Tank Environmental Notice of this Letter were established in accordance with the requirements of the Tiered Approach to Corrective Action Objectives (35 Illinois Administrative Code 742) rules.
2. As a result of the release from the underground storage tank systems associated with the above referenced incident, the above referenced site, more particularly described in the attached Leaking Underground Storage Tank Environmental Notice of this Letter, shall not be used in a manner inconsistent with the following land use limitation: There are no land use limitations.

3. The land use limitation specified in this Letter may be revised if:
  - a. Further investigation or remedial action has been conducted that documents the attainment of objectives appropriate for the new land use; and
  - b. A new No Further Remediation Letter is obtained and recorded in accordance with Title XVII of the Act and regulations adopted thereunder.

#### PREVENTIVE, ENGINEERING, AND INSTITUTIONAL CONTROLS

4. Preventive: None.  
Engineering: None.  
Institutional: This Letter shall be recorded as a permanent part of the chain of title for the above referenced site, more particularly described in the attached Leaking Underground Storage Tank Environmental Notice of this Letter.
5. Failure to establish, operate, and maintain controls in full compliance with the Act, applicable regulations, and the approved Corrective Action Plan, if applicable, may result in voidance of this Letter.

#### OTHER TERMS

6. Any contaminated soil or groundwater removed or excavated from, or disturbed at, the above referenced site, more particularly described in the Leaking Underground Storage Tank Environmental Notice of this Letter, must be handled in accordance with all applicable laws and regulations under 35 Illinois Administrative Code Subtitle G.
7. Further information regarding the above referenced site can be obtained through a written request under the Freedom of Information Act (5 ILCS 140) to:

Illinois Environmental Protection Agency  
Attention: Freedom of Information Act Officer  
Bureau of Land - #24  
1021 North Grand Avenue East  
Post Office Box 19276  
Springfield, Illinois 62794-9276
8. Pursuant to 35 Illinois Administrative Code 732.704, should the Illinois EPA seek to void this Letter, the Illinois EPA shall provide notice to the owner or operator of the leaking underground storage tank systems associated with the above referenced incident and the current title holder of the real estate on which the tanks were located, at their last known addresses. The notice shall specify the cause for the voidance, explain the provisions for appeal, and describe the facts in support of the voidance. Specific acts or omissions that may result in the voidance of this Letter include, but shall not be limited to:



- a. Any violation of institutional controls or industrial / commercial land use restrictions;
- b. The failure to operate and maintain preventive or engineering controls or to comply with any applicable groundwater monitoring plan;
- c. The disturbance or removal of contamination that has been left in place in accordance with the Corrective Action Plan or Completion Report;
- d. The failure to comply with the recording requirements for the Letter;
- e. Obtaining the Letter by fraud or misrepresentation; or
- f. Subsequent discovery of contaminants, not identified as part of the investigative or remedial activities upon which the issuance of the Letter was based, that pose a threat to human health or the environment.

Submit an accurate and official copy of this Letter, as recorded, to:

Illinois Environmental Protection Agency  
Bureau of Land - #24  
Division of Remediation Management  
Leaking Underground Storage Tank Section  
1021 North Grand Avenue East  
Post Office Box 19276  
Springfield, Illinois 62794-9276

Any questions regarding this letter should be directed to Michael Piggush via phone (217-782-3101), fax (217-524-4193), or e-mail ([epa4200@epa.state.il.us](mailto:epa4200@epa.state.il.us)).

Sincerely,



Michael T. Lowder  
Unit Manager  
Leaking Underground Storage Tank Section  
Division of Remediation Management  
Bureau of Land

Attachments (3):

1. Summary of Report Proposal.
2. Site Information.
3. Leaking Underground Storage Tank Environmental Notice.

cc: EPS Environmental Services  
Village of River Forest  
Division File

## ATTACHMENT 1

### SUMMARY OF REPORT PROPOSAL

RE: LPC 0312615034 - Cook County  
River Forest - Iverson Service Center  
7781 Lake Street  
LUST Incidents 971979 & 980580  
LUST TECHNICAL FILE

#### The report proposes the following information:

1. The report proposes that releases have occurred from all 7 underground storage tank systems.
2. The report proposes that 2,715 cubic yards of contaminated soil were excavated & disposed of.
3. The report proposes that 1,200 gallons of contaminated groundwater were removed from the excavation area & disposed of.
4. The report proposes that 47 soil samples were obtained from the excavation area.
5. The report proposes that the excavation area was backfilled.
6. The report proposes that 3 soil borings (soil borings GP-500 → GP-502) were performed on October 25, 2003, in order to obtain additional soil samples from the excavation area.
7. The report proposes that the Tier 1 residential soil remediation objectives (as outlined in 35 Illinois Administrative Code 742) (assuming Class 1 groundwater) were not exceeded for the excavation area, with the exception of soil sample S-2. The report further proposes that Tier 2 soil remediation objectives were not exceeded for soil sample S-2.
8. The report proposes that the final excavation area did not contain any groundwater.
9. The report proposes that free product was not encountered.
10. The report requests the issuance of a No Further Remediation Letter, in accordance with 35 Illinois Administrative Code 732.409(a)(2).

**ATTACHMENT 2**  
**SITE INFORMATION**



School

Lake Street

Site Boundary

S-1<sup>o</sup>

sewer & water lines

S-2<sup>o</sup>

Multi Tenant Commercial Building

Condominiums

Park Avenue

Asphalt Parking Lot

Village Hall

Figure 2: AREA MAP  
Iverson Service Center  
7781 Lake Street  
River Forest, Illinois

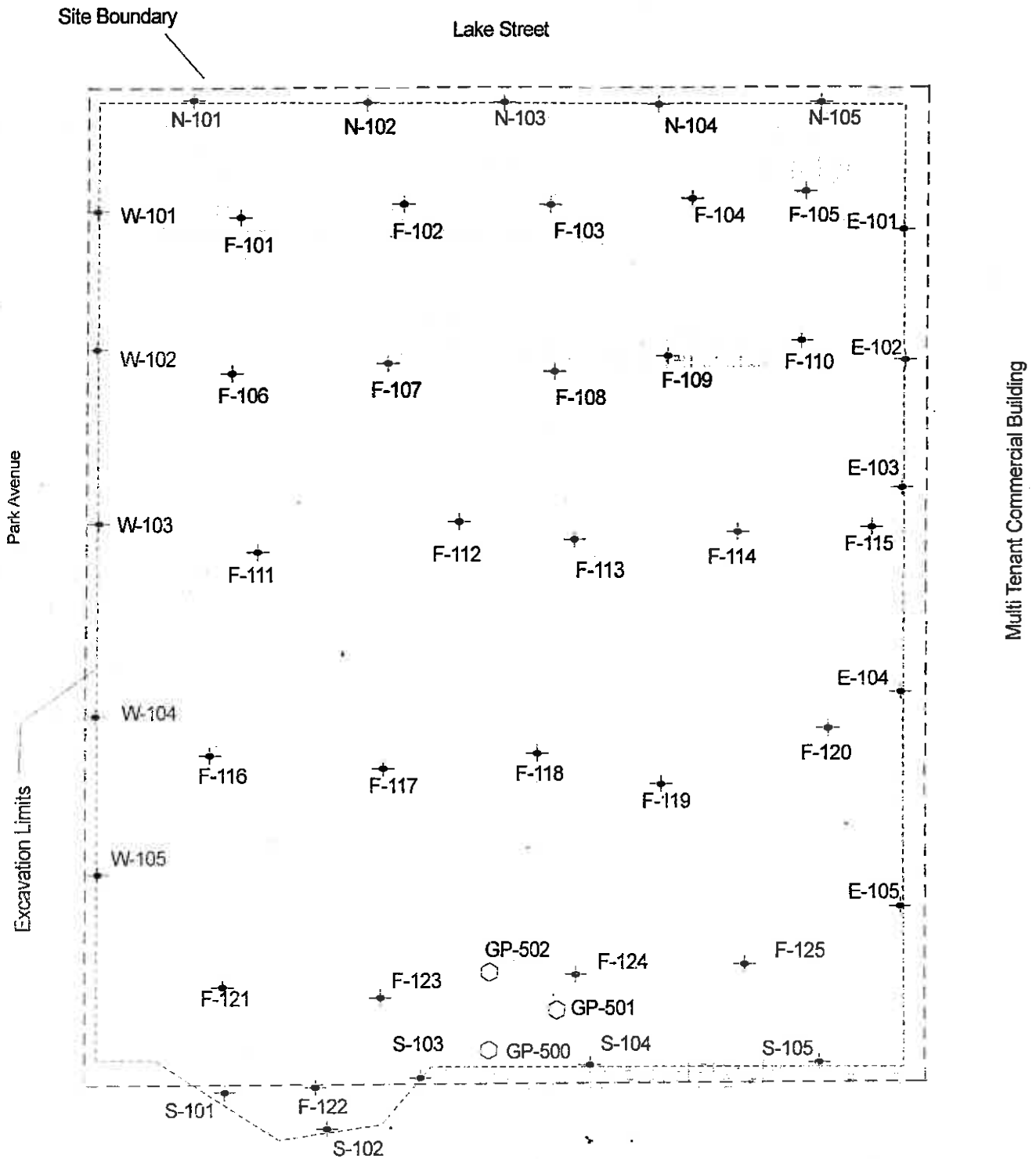
EPS Environmental Services, Inc.  
7237 West Devon Avenue, Chicago, Illinois 60631



North

Scale: 1" = 40 feet

Project # 3463-1200



**Figure 1: SOIL BORING LOCATION MAP**  
**Iverson Service Center**  
**7781 Lake Street**  
**River Forest, Illinois**

EPS Environmental Services, Inc.  
 7237 West Devon Avenue, Chicago, Illinois 60631

○ = 10/25/03 soil boring location  
 + = confirmatory soil sample location

Scale: 1" = 15 feet Project # 3463-1200



North

TABLE ONE

BETX/PNAs/Lead in Soil 7781 Lake Street River Forest, Illinois Residential Land Use LUST #: 971979 & 980580	Values for Soil		Migration to Groundwater Ingestion Exposure Route Value												
	Residential		Class I (mg/kg)	Class II (mg/kg)											
	Ingestion (mg/kg)	Inhalation (mg/kg)													
Sample ID					N-101	N-102	N-103	N-104	N-105	S-101	S-102	S-103	S-104	S-105	F-101
Sample Date					11/04/02	11/04/02	11/04/02	11/04/02	11/04/05	11/06/02	11/06/02	11/07/02	11/08/02	11/08/02	11/04/02
Constituent															
Benzene	12	0.8	0.03	0.17	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239
Ethylbenzene	7800	400	13	19	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314
Toluene	16000	650	12	29	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314
Xylenes (total)	160000	320	150	150	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314
Acenaphthene	4700	---	570	2900	NA	NA	NA	NA	NA	0.365	<0.314	<0.314	<0.314	<0.314	<0.314
Acenaphthylene	---	---	---	---	NA	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA
Anthracene	23000	---	12000	59000	NA	NA	NA	NA	NA	<0.251	<0.251	<0.251	NA	NA	NA
Benzo (a) anthracene	0.9	---	2	8	NA	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA
Benzo (a) pyrene	0.09	---	8	82	NA	NA	NA	NA	NA	<0.0628	<0.0628	<0.0628	NA	NA	NA
Benzo (b) fluoranthene	0.9	---	5	25	NA	NA	NA	NA	NA	<0.00628	<0.00628	<0.00628	NA	NA	NA
Benzo (g,h,i) perylene	---	---	---	---	NA	NA	NA	NA	NA	<0.0628	<0.0628	<0.0628	NA	NA	NA
Benzo (k) fluoranthene	9	---	49	250	NA	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA
Chrysene	88	---	160	800	NA	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA
Dibenzo (a,h) anthracene	0.09	---	2	7.6	NA	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA
Fluoranthene	3100	---	4300	21000	NA	NA	NA	NA	NA	<0.00628	<0.00628	<0.00628	NA	NA	NA
Fluorene	3100	---	560	2800	NA	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA
Indeno (1,2,3-cd) pyrene	0.9	---	14	69	NA	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA
Naphthalene	1600	170	12	18	NA	NA	NA	NA	NA	<0.0628	<0.0628	<0.0628	NA	NA	NA
Phenanthrene	---	---	---	---	NA	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA
Pyrene	2300	---	4200	21000	NA	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA
Total lead	400	---	400	---	NA	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA
SPLP lead	---	---	0.0075	0.1	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Notes:

--- = No toxicity criteria available for this route of exposure

NA = not analyzed

All concentrations expressed in parts per million (mg/kg) (SPLP lead in mg/l)

TABLE ONE

BETX/PNAs/Lead in Soil 7781 Lake Street River Forest, Illinois Residential Land Use LUST #: 971979 & 980580	Values for Soil		Migration to Groundwater Ingestion Exposure Route Value												
	Residential		Class I (mg/kg)	Class II (mg/kg)											
	Ingestion (mg/kg)	Inhalation (mg/kg)													
Sample ID					F-102	F-103	F-104	F-105	F-106	F-107	F-108	F-109	F-110	F-111	F-112
Sample Date					11/04/02	11/04/02	11/04/02	11/04/02	11/08/02	11/06/02	11/07/02	11/07/02	11/06/02	11/08/02	11/08/02
Constituent															
Benzene	12	0.8	0.03	0.17	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239
Ethylbenzene	7500	400	13	19	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314
Toluene	16000	650	12	29	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314
Xylenes (total)	160000	320	150	150	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314
Acenaphthene	4700	---	570	2900	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Acenaphthylene	---	---	---	---	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Anthracene	23000	---	12000	59000	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Benzo (a) anthracene	0.9	---	2	8	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Benzo (a) pyrene	0.09	---	8	82	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Benzo (b) fluoranthene	0.9	---	5	25	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Benzo (g,h,l) perylene	---	---	---	---	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Benzo (k) fluoranthene	9	---	49	250	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Chrysene	88	---	160	800	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Dibenzo (a,h) anthracene	0.09	---	2	7.6	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Fluoranthene	3100	---	4300	21000	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Fluorene	3100	---	560	2800	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Indeno (1,2,3-cd) pyrene	0.9	---	14	69	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Naphthalene	1600	170	12	18	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Phenanthrene	---	---	---	---	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Pyrene	2300	---	4200	21000	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Total lead	400	---	400	---	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
SPLP lead	---	---	0.0075	0.1	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Notes:

--- = No toxicity criteria available for this route of exposure

NA = not analyzed

All concentrations expressed in parts per million (mg/kg) (SPLP lead in mg/l)

TABLE ONE

BETX/PNAs/Lead in Soil 7781 Lake Street River Forest, Illinois Residential Land Use LUST #: 971979 & 980580	Values for Soil		Migration to Groundwater Ingestion Exposure Route Value												
	Residential		Class I (mg/kg)	Class II (mg/kg)											
	Ingestion (mg/kg)	Inhalation (mg/kg)			F-113	F-114	F-115	F-116	F-117	F-118	F-119	F-120	F-121	F-122	F-123
Sample ID					11/07/02	11/06/02	11/06/02	11/08/02	11/08/02	11/07/02	11/06/02	11/06/02	11/08/02	11/08/02	11/07/02
Sample Date															
Constituent															
Benzene	12	0.8	0.03	0.17	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239
Ethylbenzene	7800	400	13	19	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314
Toluene	16000	650	12	29	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314
Xylenes (total)	160000	320	150	150	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314
Acenaphthene	4700	---	570	2900	NA	NA	NA	NA	NA	NA	NA	<0.126	NA	NA	<0.126
Acenaphthylene	---	---	---	---	NA	NA	NA	NA	NA	NA	NA	<0.126	NA	NA	<0.126
Anthracene	23000	---	12000	59000	NA	NA	NA	NA	NA	NA	NA	<0.251	NA	NA	<0.251
Benzo (a) anthracene	0.9	---	2	8	NA	NA	NA	NA	NA	NA	NA	<0.126	NA	NA	<0.126
Benzo (a) pyrene	0.09	---	8	82	NA	NA	NA	NA	NA	NA	NA	<0.0628	NA	NA	<0.0628
Benzo (b) fluoranthene	0.9	---	5	25	NA	NA	NA	NA	NA	NA	NA	<0.0628	NA	NA	<0.0628
Benzo (g,h,i) perylene	---	---	---	---	NA	NA	NA	NA	NA	NA	NA	<0.0628	NA	NA	<0.0628
Benzo (k) fluoranthene	9	---	49	250	NA	NA	NA	NA	NA	NA	NA	<0.126	NA	NA	<0.126
Chrysene	88	---	160	800	NA	NA	NA	NA	NA	NA	NA	<0.126	NA	NA	<0.126
Dibenzo (a,h) anthracene	0.09	---	2	7.6	NA	NA	NA	NA	NA	NA	NA	<0.126	NA	NA	<0.126
Fluoranthene	3100	---	4300	21000	NA	NA	NA	NA	NA	NA	NA	<0.0628	NA	NA	<0.0628
Fluorene	3100	---	560	2800	NA	NA	NA	NA	NA	NA	NA	<0.126	NA	NA	0.184
Indeno (1,2,3-cd) pyrene	0.9	---	14	69	NA	NA	NA	NA	NA	NA	NA	<0.126	NA	NA	<0.126
Naphthalene	1600	170	12	18	NA	NA	NA	NA	NA	NA	NA	<0.0628	NA	NA	<0.0628
Phenanthrene	---	---	---	---	NA	NA	NA	NA	NA	NA	NA	<0.126	NA	NA	<0.126
Pyrene	2300	---	4200	21000	NA	NA	NA	NA	NA	NA	NA	<0.126	NA	NA	0.118
Total lead	400	---	400	---	NA	NA	NA	NA	NA	NA	NA	<0.126	NA	NA	<0.126
SPLP lead	---	---	0.0075	0.1	NA	NA	NA	NA	NA	NA	NA	12.2	NA	NA	NA
					NA	NA	NA	NA	NA	NA	NA	<0.005	NA	NA	NA

Notes:

--- = No toxicity criteria available for this route of exposure

NA = not analyzed

All concentrations expressed in parts per million (mg/kg) (SPLP lead in mg/l)



TABLE ONE

BETX/PNAs/Lead in Soil 7781 Lake Street River Forest, Illinois Residential Land Use LUST #: 971979 & 980580	Values for Soil		Migration to Groundwater (M)		Ingestion Exposure Route Value										
	Residential		Class I (mg/kg)	Class II (mg/kg)											
	Ingestion (mg/kg)	Inhalation (mg/kg)			F-124	F-125	E-101	E-102	E-103	E-104	E-105	W-101	W-102	W-103	W-104
Sample ID					11/07/02	11/07/02	11/05/02	11/06/02	11/11/02	11/11/02	11/06/02	11/04/02	11/04/02	11/08/02	11/08/02
Constituent															
Benzene	12	0.8	0.03	0.17	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239	<0.0239
Ethylbenzene	7800	400	13	19	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314
Toluene	16000	650	12	29	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314
Xylenes (total)	160000	320	150	150	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314	<0.314
Acenaphthene	4700	---	570	2900	NA	NA	NA	NA	<0.126	<0.126	0.128	NA	NA	NA	NA
Acenaphthylene	---	---	---	---	NA	NA	NA	NA	<0.251	<0.251	<0.251	NA	NA	NA	NA
Anthracene	23000	---	12000	59000	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA	NA
Benzo (a) anthracene	0.9	---	2	8	NA	NA	NA	NA	<0.0628	<0.0628	0.0601	NA	NA	NA	NA
Benzo (a) pyrene	0.09	---	8	82	NA	NA	NA	NA	0.00722	<0.00628	0.0496	NA	NA	NA	NA
Benzo (b) fluoranthene	0.9	---	5	25	NA	NA	NA	NA	<0.0628	<0.0628	<0.0628	NA	NA	NA	NA
Benzo (g,h,i) perylene	---	---	---	---	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA	NA
Benzo (k) fluoranthene	9	---	49	250	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA	NA
Chrysene	88	---	160	800	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA	NA
Dibenzo (a,h) anthracene	0.09	---	2	7.6	NA	NA	NA	NA	<0.00628	<0.00628	0.00716	NA	NA	NA	NA
Fluoranthene	3100	---	4300	21000	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA	NA
Fluorene	3100	---	560	2800	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA	NA
Indeno (1,2,3-cd) pyrene	0.9	---	14	69	NA	NA	NA	NA	<0.0628	<0.0628	<0.0628	NA	NA	NA	NA
Naphthalene	1600	170	12	18	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA	NA
Phenanthrene	---	---	---	---	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA	NA
Pyrene	2300	---	4200	21000	NA	NA	NA	NA	<0.126	<0.126	<0.126	NA	NA	NA	NA
Total lead	400	---	400	---	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
SPLP lead	---	---	0.0075	0.1	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Notes:

--- = No toxicity criteria available for this route of exposure

NA = not analyzed

All concentrations expressed in parts per million (mg/kg) (SPLP lead in mg/l)

TABLE ONE

BTEX/PNAs/Lead in Soil 7781 Lake Street River Forest, Illinois Residential Land Use LUST #: 971979 & 980580	Values for Soil		Migration to Groundwater		Ingestion Exposure Route Value		
	Residential		Class I (mg/kg)	Class II (mg/kg)	W-105 11/09/02	S-1 11/11/02	S-2 11/11/02
	Ingestion (mg/kg)	Inhalation (mg/kg)					
Sample ID							
Sample Date							
Constituent							
Benzene	12	0.8	0.03	0.17	<0.0239	<0.0239	<0.0239
Ethylbenzene	7800	400	13	19	<0.314	<0.314	<0.314
Toluene	18000	650	12	29	<0.314	<0.314	<0.314
Xylenes (total)	160000	320	150	150	<0.314	<0.314	<0.314
Acenaphthene	4700	—	570	2900	NA	<0.126	<0.126
Acenaphthylene	—	—	—	—	NA	<0.251	1.97
Anthracene	23000	—	12000	59000	NA	<0.126	<0.126
Benzo (a) anthracene	0.9	—	2	8	NA	<0.0628	<0.0628
Benzo (a) pyrene	0.09	—	8	82	NA	0.0123	0.015
Benzo (b) fluoranthene	0.9	—	5	25	NA	<0.0628	<0.0628
Benzo (g,h,i) perylene	—	—	—	—	NA	<0.126	<0.126
Benzo (k) fluoranthene	9	—	49	250	NA	<0.126	<0.126
Chrysene	88	—	160	800	NA	<0.126	<0.126
Dibenzo (a,h) anthracene	0.09	—	2	7.6	NA	0.0128	0.0159
Fluoranthene	3100	—	4300	21000	NA	<0.126	<0.126
Fluorene	3100	—	560	2800	NA	<0.126	<0.126
Indeno (1,2,3-cd) pyrene	0.9	—	14	69	NA	<0.0628	<0.0628
Naphthalene	1600	170	12	18	NA	<0.126	3.17
Phenanthrene	—	—	—	—	NA	<0.126	0.123
Pyrene	2300	—	4200	21000	NA	<0.126	<0.126
Total lead	400	—	400	—	NA	NA	NA
SPLP lead	—	—	0.0075	0.1	NA	NA	NA

Notes:

— = No toxicity criteria available for this route of exposure

NA = not analyzed

All concentrations expressed in parts per million (mg/kg) (SPLP lead in mg/l)

Client: EPS Environmental Services, Inc.  
 Project: Iverson  
 Project #: 3463  
 Sampled: 10/25/2003  
 Laboratory: Great Lakes Analytical--Buffalo Grove

**Table 1. Soil Analytical Results**

Chemical Name	Exposure Route-Specific SROs*			Soil Component of GW Ingestion Route*		GP-500/12'	GP-501/12'	GP-502/12'
	Residential		Class I	Class II				
	ingestion	inhalation						
<b>PAHs</b>								
Acenaphthene	b	4700	NRO	570	2,900	<1.14	<1.2	<1.16
Acenaphthylene		NRO	NRO	NRO	NRO	<2.27	<2.39	<2.32
Anthracene		23,000	NRO	12,000	59,000	<1.14	<1.2	<1.16
Benzo(a)anthracene	a	0.9	NRO	2	8	<0.568	<0.598	<0.579
Benzo(a)pyrene	a	0.09	NRO	8	82	<0.0568	<0.0598	<0.0579
Benzo(b)fluoranthene	a	0.9	NRO	5	25	<0.568	<0.598	<0.579
Benzo(g,h,i)perylene		NRO	NRO	NRO	NRO	<1.14	<1.2	<1.16
Benzo(k)fluoranthene	a	9	NRO	49	250	<1.14	<1.2	<1.16
Chrysene	a	88	NRO	160	800	<1.14	<1.2	<1.16
Dibenzo(a,h)anthracene	a	0.09	NRO	2	7.6	<0.0568	<0.0598	<0.0579
Fluoranthene	b	3100	NRO	4,300	21,000	<1.14	<1.2	<1.16
Fluorene	b	3100	NRO	560	2,800	<1.14	<1.2	<1.16
Indeno(1,2,3-cd)pyrene	a	0.9	NRO	14	69	<0.568	<0.598	<0.579
Naphthalene	b	1600	170	12	18	<1.14	<1.2	<1.16
Phenanthrene		NRO	NRO	NRO	NRO	<1.14	<1.2	<1.16
Pyrene	b	2300	NRO	4,200	21,000	<1.14	<1.2	<1.16

\* Illinois EPA Tier 1 Soil Remediation Objectives (SROs) for Residential Properties; 35 IAC 742, Appendix B, Table A

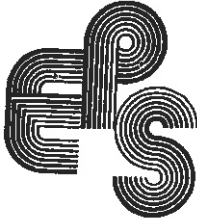
All results in parts per million (mg/Kg) unless noted otherwise

NRO = No Remediation Objective

a = Carcinogenic b = Noncarcinogenic

Results in Bold/Shaded indicate concentrations exceeding most stringent Tier 1 SROs

Note: Class I/Class II SROs for Total Metals & Inorganics can be obtained from 35 IAC 742, Appendix B, Tables C and D based on pH.



### LEGAL DESCRIPTION

The West seventy two (72) feet of Lots fifteen (15) and sixteen (16) in Block four (4) in Lathrop's Resubdivision of part of "Lathrop and Seavern's Addition to River Forest, being a resubdivision of all that part lying East of Park Avenue together with the East 3/5ths of Block fifteen (15) in said Lathrop and Seavern's Addition" in the North West quarter of Section twelve (12), Township thirty nine (39) North, Range twelve (12) east of the Third Principal Meridian in Cook County, Illinois.

ATTACHMENT 3

LEAKING UNDERGROUND STORAGE TANK ENVIRONMENTAL NOTICE

COOK COUNTY  
RECORDER  
EUGENE "GENE" MOORE  
MAYWOOD OFFICE



## MEMORANDUM

**DATE:** November 13, 2017

**TO:** Eric Palm, Village Administrator

**FROM:** John Anderson, Director of Public Works

**SUBJECT:** Sewer Outfall Structure Entry Deterrent Measures

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**Issue:** At the October 23<sup>rd</sup> Village Board meeting a concern was raised about the possibility of people entering the Northside Stormwater Management Project (NSMP) sewer outfall structure adjacent to the Des Plaines River near North Avenue and Thatcher Avenue.

**Analysis:** Staff initially reached out to Christopher B. Burke Engineering Ltd. (CBBEL) to provide an estimate on the installation of a metal grate style barrier to physically prevent entry to the sewer system from the outfall structure. Burke Engineering received an estimate from Bolder Contractors (the NSMP contractor) for a custom fabricated galvanized steel grate with 12" by 12" openings and an access door. Bolder provided an estimate for the material and installation of the grate at a cost of \$34,000. This did not include structural engineering costs to verify the integrity of the proposed system. After a "first glance" review of this design the structural engineer concluded that the openings would need to be 4" by 4" in order to prevent people from getting stuck in the openings if they were to try to enter the structure. Having smaller openings in the grate structure would also cause debris to more easily get caught in these openings. Ultimately the lead NSMP design engineer at CBBEL recommended not installing this type of grate since it could be prone to clogging during heavy rain events.

Other options include: 1.) the installation of additional signage stating that entry is prohibited. A sign near the opening of the outfall structure stating "Restricted Area, No Trespassing"



2.) Installation of six foot tall chain-link or decorative fencing behind the guardrail along Thatcher Avenue adjacent to the sewer outfall structure. This barrier could prevent individuals from accessing the area near the top of the outfall structure; however it could still be accessed at the river level.

3.) Installation of a remote video camera at the opening of the outfall structure that would send alerts to Village staff about activity in this location. This would require staff to monitor and would require the routine maintenance of switching batteries, as well as monthly cellular data fees for remote monitoring.

**Recommendation:**

Staff recommends the installation of signage near the opening of the outfall structure that states "Restricted Area, No Trespassing". This will help deter people from considering entering the structure and will make clear that entering the sewer system is not permitted.



## MEMORANDUM

**DATE:** October 25, 2017

**TO:** Eric Palm, Village Administrator

**FROM:** Joan Rock, Finance Director

**SUBJECT:** Estimate of the 2017 Property Tax Levy

The Illinois Property Tax Code, Truth in Taxation Law (35 ILCS 200/18-55 et seq.) requires that the Village Board determine an estimate of the Village's aggregate (corporate) tax levy for the 2017 property tax year not less than 20 days before the adoption of the property tax levy. The 2017 property tax levy is scheduled to be approved on December 11, 2017. Staff is requesting acceptance of an estimate of the 2017 corporate (aggregate) property tax levy in the amount of \$7,855,558. This represents an increase of 4.0% over the 2016 extended corporate tax levy of \$7,553,385.

	Approved 2016 Levy	Extended 2016 Levy	Proposed 2017 Levy	Increase (Decrease)	% Inc (Dec)
<b>Village Levy</b>	\$ 3,960,236	\$3,931,142	\$3,944,749	\$ 13,607	0.35%
<b>Police Pension Levy</b>	\$ 1,329,644	\$1,318,847	\$1,454,466	\$ 135,619	10.28%
<b>Fire Pension Levy</b>	\$ 1,041,723	\$1,033,809	\$1,133,892	\$ 100,083	9.68%
<b>River Forest Library Levy</b>	\$ 1,232,831	\$1,223,673	\$1,271,893	\$ 48,220	3.94%
<b>Total Corporate Levy (Capped)</b>	\$ 7,564,434	\$7,507,471	\$7,805,000	\$ 297,529	3.96%
<b>Fire Pension (non-capped)</b>	\$ 44,577	\$ 45,914	\$ 50,558	\$ 4,644	10.11%
<b>Total Corporate Levy</b>	<b>\$ 7,609,011</b>	<b>\$7,553,385</b>	<b>\$7,855,558</b>	<b>\$ 302,173</b>	<b>4.00%</b>
<b>Debt Service</b>	\$ 247,306	\$ 259,670	\$ 254,272	\$ (5,398)	-2.08%
<b>Total Levy</b>	<b>\$ 7,856,317</b>	<b>\$7,813,055</b>	<b>\$8,109,830</b>	<b>\$ 296,775</b>	<b>3.80%</b>

The property tax increase on existing property will be 2.1% due to the December 2015 to December 2016 increase in the Consumer Price Index as permitted per the Property Tax Extension Limitation Law (PTELL). The balance of the increase or 1.9% is due to property taxes on the estimated amount of new construction for 2017 (\$10,000,000). If the actual amount of new construction is lower than the estimated amount, the levy will be reduced by the County. Calendar Year 2017 is a reassessment year for the Village and properties with home improvement exemptions that expired during the prior three years will be picked up as new property in 2017. Although the impact on individual homeowners will vary, the average increase in the corporate levy for individual homeowners should be about 2.1%, or the increase in the CPI.

The debt service amount included above is the full amount of the 2017 available Debt Service Extension Base. The Debt Service Extension Base is the amount the Village is authorized to levy for principal and interest payments without a referendum. The final levy for the 2005 General



Obligation Bonds that were for River Forest Library improvements, and the 2016 General Obligation Limited Tax Bonds, which were used to pay down the Community Bank Loan, were included in the 2016 levy. We plan to issue bonds in early 2018 for a public works project to utilize our authorized debt service extension base. The actual debt service levy will be included in the 2018 bond ordinance filed with the county.

A “black border” Notice and Public Hearing on the Property Tax Levy is not required because the 2017 proposed aggregate (Corporate) property tax levy is not more than 105% of the final aggregate levy of the preceding year. The Property Tax Levy must be filed with Cook County by December 26, 2017.

A 2017 Estimated Property Tax Levy spreadsheet is attached, which details the levy calculation and allocation of the estimated levy. The amounts included for the Police and Firefighters Pension Funds are based on Actuarial Reports prepared by our actuary, Todd Schroeder from Lauterbach & Amen, using the Village’s Pension Funding Policy and the five-year transition plan.

Employer Pension Fund Contributions					
Fund	FY 2018 Budget	Actuarial Contribution Requirement	Statutory Minimum Requirement	Transition Plan Contribution	2017 Property Tax Levy
<b>Police Pension</b>	\$1,454,466	\$1,496,256	\$1,415,716	\$1,454,466	<b>\$1,454,466</b>
<b>Fire Pension</b>	\$1,184,450	\$1,399,187	\$1,031,111	\$1,184,450	<b>\$1,184,450</b>

The 2017 Equalized Assessed Value (EAV) has been estimated at \$558,337,481 or 15.0% higher than the 2016 EAV of \$485,510,853. The 2017 increase in EAV for new construction is estimated at \$10,000,000, roughly based on building permit information. The balance of the estimated increase is due to the reassessment of property in River Forest in 2017.

	Property Tax Rates		
	2016 Levy	2017 Levy (Estimated)	Increase (Decrease)
Village	\$1.303	\$1.179	(\$0.124)
Debt Service	\$0.054	\$0.048	(\$0.006)
Library	\$0.252	\$0.228	(\$0.024)
<b>Total</b>	<b>\$1.609</b>	<b>\$1.455</b>	<b>(\$0.154)</b>

The 2017 Property Tax Levy will be submitted to the Village Board for approval on December 11, 2017.

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**Recommended Action:** Acceptance of the Estimate for the 2017 Corporate (Aggregate) Property Tax Levy in the amount of \$7,855,558.

**Village of River Forest  
2017 Estimated Property Tax Levy**

2016 Aggregate Extension inflated by CPI (A)	7,665,127
Estimated 2017 EAV	558,337,481
Less: 2017 Estimated disconnections & New EAV	(10,000,000)
Total (B)	548,337,481
Limiting Rate (A/B)	<b>1.3979</b>

2017 Est. EAV existing property	548,337,481	Estimated 2017 EAV	558,337,481
Add: Est. 2017 New EAV	10,000,000	Limiting Rate	1.3979
Estimated 2017 EAV	<b>558,337,481</b>	PELL Reduced Levy (cap)	<b>7,805,000</b>

Category	2016		2017			2017		Est PTELL Levy	Tax Rate	Tax Rate Ceiling
	Original Levy	Extended Levy	Proposed Levy	Loss %	Loss Amount	Total Levy	Est PTELL Adjustment			
<b>Corporate</b>	82,414	82,063	82,074	3.0%	2,462	84,536	(2,462)	82,074	0.0147%	0.4375%
<b>Police Pension</b>	1,329,644	1,318,847	1,454,466	3.0%	43,634	1,498,100	(43,634)	1,454,466	0.2605%	
<b>Fire Pension</b>	1,041,723	1,033,809	1,133,892	3.0%	34,017	1,167,909	(34,017)	1,133,892	0.2031%	
<b>IMRF</b>	14,942	15,053	29,317	3.0%	880	30,197	(880)	29,317	0.0053%	
<b>Street &amp; Bridge</b>	51,226	50,986	50,137	3.0%	1,504	51,641	(1,504)	50,137	0.0090%	0.1000%
<b>Fire Protection</b>	1,595,368	1,583,005	1,580,015	3.0%	47,400	1,627,415	(47,400)	1,580,015	0.2830%	0.6000%
<b>Police Protection</b>	2,138,356	2,121,857	2,124,448	3.0%	63,733	2,188,181	(63,733)	2,124,448	0.3805%	0.6000%
<b>Social Security</b>	42,763	42,731	43,652	3.0%	1,310	44,962	(1,310)	43,652	0.0078%	
<b>Auditing</b>	5,550	5,827	5,520	3.0%	166	5,686	(166)	5,520	0.0010%	
<b>Forestry</b>	29,117	29,135	29,111	3.0%	873	29,984	(873)	29,111	0.0052%	0.0500%
<b>Unemployment Insurance</b>	500	485	475	3.0%	14	489	(14)	475	0.0001%	
<b>Total</b>	6,331,603	6,283,798	6,533,107		195,993	6,729,100	(195,993)	6,533,107	1.1701%	
<b>River Forest Library</b>	1,232,831	1,223,673	1,271,893	3.0%	38,157	1,310,050	(38,157)	1,271,893	0.2278%	0.6000%
<b>Total Tax Cap</b>	7,564,434	7,507,471	7,805,000		234,150	8,039,150	(234,150)	7,805,000	1.3979%	
<b>Non-Tax Cap Category</b>										
Debt Svc Extension Base Bonds	247,306	259,670	254,272	5.0%	12,714	266,986		266,986	0.0478%	
Fire Pension - PA 93-0689	44,577	45,914	50,558	3.0%	1,517	52,075		52,075	0.0093%	
<b>Total</b>	291,883	305,584	304,830		14,231	319,061	-	319,061	0.0571%	
<b>Grand Total</b>	7,856,317	7,813,055	8,109,830		248,381	8,358,211	(234,150)	8,124,061	1.4550%	
<b>Total Corporate Levy (Excluding Debt Svc)</b>	7,609,011	7,553,385	7,855,558		235,667	8,091,225	(234,150)	7,857,075		

**Percentage Increase over prior year's extension (Truth in Taxation)**                      **4.00%** (Excludes Debt Service)  
**Percentage Increase over prior year's extended levy (Total Levy)**                              **3.80%**



Village of River Forest  
Village Administrator's Office  
400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

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**MEMORANDUM**

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Date: November 8, 2017

To: Catherine Adduci, Village President  
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: Request for Liquor License – Good Earth Cafe

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**Issue:** Good Earth Café has requested a Class 1 (Restaurant) and Class 4B (Packaged Sales) Liquor License for their restaurant.

**Analysis:** The Village Board has discretion to increase or decrease the available liquor licenses. Regan Cronin from Good Earth Café has made application to have a Class 1 (Restaurant) and Class 4B (Packaged Sales) Liquor License for their restaurant. The Village Code contemplates that restaurants that have a license to serve alcoholic beverages with a meal may also want to have packaged sales. Amendments to the Code were made back in 2012 to permit this concept.

Mrs. Cronin has completed her normal and customary background checks and pre-license procedures. She has been in contact with our health inspector to ensure she is in compliance with any related matters.

**Recommendation:** Should the Village Board wish to grant these licenses, please consider adopting the attached Ordinance which would amend Title 8, Chapter 5 of the Village Code. Please let me know if you have any questions.

Attachment  
Ordinance

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING TITLE 8, CHAPTER 5 OF THE  
RIVER FOREST VILLAGE CODE REGARDING LIQUOR CONTROL  
REGULATIONS ON LIQUOR LICENSES**

**WHEREAS**, the President and Board of Trustees of the Village have determined that is in the best interest of the public’s health, safety, and welfare to amend the River Forest Village Code provisions increasing the number of available Class 1 and 4B liquor licenses.

**BE IT ORDAINED** by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

**SECTION 1:** Title 8, Chapter 5, Section 13, entitled “Limitation on Number of Local Liquor Licenses,” of the River Forest Village Code is hereby amended to read in its entirety as follows, with additions underlined and deletions struck through:

The number of authorized licenses shall be limited to the following:

<u>Class</u>	Number Of Licenses
1	0 <u>1</u>
2	0
3	0
4	5
4A	0
4B	0 <u>1</u>
5	Open
6	0

**SECTION 2:** That all ordinances or parts of ordinances in conflict with this Ordinance are hereby expressly repealed.

**SECTION 3:** Except as to the Code amendments set forth above in this Ordinance, all Chapters and Sections of the River Forest Village Code, as amended, shall remain in full force and effect.

**SECTION 4:** Each section, paragraph, clause and provision of this Ordinance is separable, and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision.

**SECTION 5:** This Ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

**PASSED** on a roll call vote of the Corporate Authorities on the 13<sup>th</sup> day of November, 2017

AYES:

NAYS:

ABSENT:

**APPROVED** by me this 13<sup>th</sup> day of November, 2017

\_\_\_\_\_  
Village President

APPROVED and filed on this 13<sup>th</sup> day of November, 2017.

**ATTEST:**

\_\_\_\_\_  
Village Clerk



Village of River Forest  
Village Administrator's Office  
400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

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**MEMORANDUM**

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Date: November 10, 2017  
To: Catherine Adduci, Village President  
Village Board of Trustees  
From: Eric J. Palm, Village Administrator  
Subj: Bonnie Brae Alley

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The Village was recently contacted by resident Pamela Kende regarding the condition of the alley in the vicinity of Bonnie Brae & Thomas. The alley is a candidate for improvements and, when those improvements are completed, the Village recommends improving it consistent with the new standard that includes a stormwater management component.

As the Board may recall, Ordinance 3628 was approved on November 28, 2016, and granted a planned development permit for the construction of a new multi-family condominium building at 1101 Bonnie Brae and the conversion of an existing apartment building at 1111 Bonnie Brae to condominiums. The Ordinance includes the following condition of approval:

“Removal and replacement by the Petitioner, at Petitioner’s sole cost and expense, of the full width of the existing alley to the east of the Property (including the asphalt pavement and depressed curb and gutter on both sides) for the full width of the Property. The Site Plan shall be revised as necessary, and subsequent plans shall reflect, the replacement of the alley.”

Staff would prefer to wait to reconstruct the alley until after the condo construction in that area is completed so that the alley is improved at one time. At the same time, we understand the resident’s concern that until the condo project commences, the alley construction could be put off with no real firm timeline to proceed. In an attempt to satisfy everyone’s concerns. We propose the following solution:

- Design the alley reconstruction this winter. This will include both the east/west and north/south legs of the alley.
- Use September 2018 as a check-on date on the condo & alley.
- If the condo is under construction, we will wait until the condo project is completed before starting construction of the alley.
- If the condo project hasn’t started, we will look to bid the project out for construction at that time.

Thank you.