VILLAGE OF PALATINE

VILLAGE HALL - COUNCIL CHAMBERS
200 E. WOOD STREET
PALATINE, IL 60067-5339 – (847) 359-9050
http://www.palatine.il.us

VILLAGE COUNCIL & COMMITTEE OF THE WHOLE

MINUTES

DECEMBER 12, 2022

Regular Meeting **7:00 PM**

I. ROLL CALL – Time: 7:00 PM

Attendee Name	Title	Status	Arrived
Jim Schwantz	Mayor	Present	
Tim Millar	District 1 Councilman	Present	
Scott Lamerand	District 2 Councilman	Present	
Doug Myslinski	District 3 Councilman	Present	
Greg Solberg	District 4 Councilman	Present	
Kollin Kozlowski	District 5 Councilman	Present	
Brad Helms	District 6 Councilman	Present	

Also Present:
Village Clerk Marg Duer, Village Manager Reid Ottesen, Deputy Village Manager Hadley Skeffington-Vos, Village Attorney Patrick Brankin, Director of Community Development Mike Jacobs, Director of Planning & Zoning Ben Vyverberg, Police Chief Dave Daigle, Director of Finance Paul Mehring, Director of Human Resources Pam Jackson, and Deputy Clerk Doris Sadik

II. PLEDGE TO THE FLAG – Time: 7:00 PM

Mayor Schwantz invited everyone to stand and join him in the Pledge to the Flag.

III. APPROVAL OF MINUTES

RESULT:	**ADOPTED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Greg Solberg, District 4 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

1. Village Council & Committee of the Whole - Special Meeting - December 5, 2022 **- Accepted**

2. Village Council & Committee of the Whole - Regular Meeting - December 5, 2022 **- Accepted**

IV. MAYOR'S REPORT – Time: 7:01 PM

1. As Submitted **-**

Mayor Schwantz announced upcoming events:

December 17: 8:00 AM - 11:30 AM
Breakfast with Santa
American Legion

In observance of the holidays, Village offices will be closed Monday, December 26 and Monday, January 2, 2023.

The next Village Council Meeting will be on Monday, January 9, 2023.

Mayor Schwantz expressed his gratitude for the community generosity shown by the extraordinary donations to Toys for Tots on display in the Council Chambers.

V. RECESS TO THE COMMITTEE OF THE WHOLE – Time: 7:02 PM

Recess to Committee of the Whole **- Motion Carried by Voice Vote**

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Tim Millar, District 1 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

VI. COMMITTEE OF THE WHOLE

A. POLICE POLICY & CODE SERVICES COMMITTEE – Time: 7:02 PM

BRAD HELMS, CHAIRMAN

1. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Car Wash at 2370 N. Hicks Road **- Motion Carried by Voice Vote** (Council District: Three)

Planning & Zoning Director Ben Vyverberg reported Kaspar Capital LLC (DBA Dream Clean Car Wash) has recently acquired the car wash located at 2370 N. Hicks, and is seeking a Transfer of the Special Use to permit the continued operation of the car wash. Staff recommends approval.

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Scott Lamerand, District 2 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

2. As Submitted **-**

   Nothing was submitted.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE – Time: 7:03 PM

KOLLIN KOZLOWSKI, CHAIRMAN

1. Consider a Motion Approving a Preliminary Planned Development to Allow a Residential Development on the Property Located at 874-912 N. Quentin Road **- Approved by Voice Vote** (Council District: One)

   Planning & Zoning Director Ben Vyverberg presented the Petitioners' proposed Preliminary Planned Development for a 9-unit (4 duplex homes and 1 single unit) residential development with 2-car garages, driveway parking pads for each home site, and 9 additional parking spaces adjacent to each unit. Two curb cuts onto Quentin Road are proposed. Vyverberg clarified the 50' set back with 20 ft. driveways.
   The vacant parcel to the north on the corner of Poplar and Quentin is not part of the proposal, but has potential to be added in the future.

   The proposed setbacks meet or exceed the minimum R-2 setbacks, including the proposed 40-foot rear yard setback.

   At the Plan Commission meeting November 15, residents to the west requested increased rear yard setback, and expressed concerns for storm water management and grade differential. The developer said increasing the rear setback was possible.

   The Plan Commission voted unanimously to recommend Preliminary Planned Development approval and staff concurs with a condition to increase the western rear yard setback.

   No variances are necessary.

   In response to Councilman Millar's concerns about the rear deck area, Vyverberg confirmed that the 40' setback will be maintained. The purchaser has options. Councilman Millar asked about connecting the two access cuts in case of traffic blocking the entrance/exit.

   Councilman Kozlowski directed attention to unified fences. Detention will be determined at final approval. Village Engineer will review, consistent with MWRD requirements.

Village Manager Reid Ottesen noted the Plan Commission recognized the possibility of reducing the front to back distance of the buildings, and that the developer is agreeing to increase back yards beyond what code requires.

In response to Councilman Solberg, Vyverberg stated that the corner lot on Poplar poses a grading situation.

C. J. Johnson, Crystal Lake, developer, stated he is working with engineering, pushing buildings forward 5 feet, with everything moving 5 feet toward Quentin, maintaining the parking spaces. He is working with engineering on grading, height of ranch buildings, to direct drainage. Ottesen stated drainage will be carefully studied for final approval.

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Tim Millar, District 1 Councilman
SECONDER:	Jim Schwantz, Mayor
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

2. Consider a Motion Authorizing the Village Manager to Negotiate and Execute a Contract for Consulting Services to Complete an Update to the Village of Palatine's Comprehensive Plan **- Approved by Voice Vote**

   Director of Community Development Mike Jacobs reported four consulting firms responded to an RFP to complete an update to the Village's 2011 Comprehensive Plan. Staff recommends authorizing the Village Manager to negotiate and execute a contract for consulting services with The Lakota Group to update the Village's Comprehensive Plan, not to exceed $78,010. Staff recommends authorizing additional funding, not-to-exceed $60,000, for additional services (traffic study, retail analysis, etc.).

   Village Manager Reid Ottesen stated funding was not included in the 2022 budget; authorizing the agreement with the Lakota Group will require a budget adjustment.

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Brad Helms, District 6 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

3. As Submitted **-**

   Nothing was submitted.

C. INFRASTRUCTURE & ENVIRONMENT COMMITTEE – Time: 7:30 PM

SCOTT LAMERAND, CHAIRMAN

1. Consider a Motion to Extend the Village's Existing Parkway Tree Trimming Program Contract for 2023 and 2024 **- Approved by Voice Vote**

   Village Manager Reid Ottesen recommended approval of a two year extension of the tree trimming contract with Advanced Tree Care, Incorporated of Lincolnshire, Illinois, with a 2% increase in price for 2023 and 2024.

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Jim Schwantz, Mayor
SECONDER:	Tim Millar, District 1 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

2. Consider a Motion to Affirm the Pre-Purchase of a Replacement Fire Command Vehicle **- Approved by Voice Vote**

   Village Manager Reid Ottesen reported as part of the Capital Vehicle Replacement Budget for 2023, the Council appropriated $95,000 in funds for the replacement of one Fire reserve command vehicle. A 2023 Chevrolet Silverado 3500HD pickup truck was purchased from Homan Auto Group of Waupun, Wisconsin in the amount of $53,434. Staff recommends affirming the purchase and outfitting the new pickup truck in a final amount not to exceed $95,000.

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Greg Solberg, District 4 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

3. Consider a Motion to Affirm the Purchase of 2022 Budgeted Vehicles and Pre-Purchased 2023 Light Duty Vehicles **- Approved by Voice Vote**

   Village Manager Reid Ottesen reported due to supply chain issues with automobile components and micro-chips, the Council authorized the Village Manger to pre-purchase most of the 2023 replacements with vehicles from dealership lots. Additional purchases and orders have been made since then, including: upfitting 4 vehicles for Police and one for Public Works. Staff recommends affirming the outfitting of purchased vehicles in the total amount of $35,829.71.

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Tim Millar, District 1 Councilman
SECONDER:	Brad Helms, District 6 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

4. As Submitted **-**

   Nothing was submitted.

D. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE – Time: 7:32 PM

GREG SOLBERG, CHAIRMAN

1. As Submitted **-**

   Nothing was submitted.

E. BUSINESS FINANCE & BUDGET COMMITTEE – Time: 7:32 PM

TIM MILLAR, CHAIRMAN

1. As Submitted **-**

   Nothing was submitted.

F. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE – Time: 7:32 PM

DOUG MYSLINSKI, CHAIRMAN

1. As Submitted **-**

   Nothing was submitted.

VII. RECONVENE THE VILLAGE COUNCIL MEETING – Time: 7:32 PM

Reconvene the Village Council Meeting **- Motion Carried by Voice Vote**

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Tim Millar, District 1 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

VIII.CONSENT AGENDA

All items are considered to be routine by the Village Council and will be enacted by one motion, with waiver of first reading. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

RESULT:	**ADOPTED BY ROLL CALL [UNANIMOUS]**
MOVER:	Scott Lamerand, District 2 Councilman
SECONDER:	Doug Myslinski, District 3 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

1. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Car Wash at 2370 N. Hicks Road **- Approved** (Council District: Three)

   Ordinance # O-112-22

2. Consider a Motion Approving a Preliminary Planned Development to Allow a Residential Development on the Property Located at 874-912 N. Quentin Road **- Approved** (Council District: One)

3. Consider a Motion Authorizing the Village Manager to Negotiate and Execute a Contract for Consulting Services to Complete an Update to the Village of Palatine's Comprehensive Plan **- Approved**

4. Consider a Motion to Extend the Village's Existing Parkway Tree Trimming Program Contract for 2023 and 2024 **- Approved**

5. Consider a Motion to Affirm the Pre-Purchase of a Replacement Fire Command Vehicle **- Approved**

6. Consider a Motion to Affirm the Purchase of 2022 Budgeted Vehicles and Pre-Purchased 2023 Light Duty Vehicles **- Approved**

7. Consider a Motion to Approve the Updated Fee Schedule Supplement to the Village's Code of Ordinances **- Approved**

IX. REPORTS OF STANDING COMMITTEE

A. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE

GREG SOLBERG, CHAIRMAN

1. As Submitted **-**

   No Report

B. BUSINESS FINANCE & BUDGET COMMITTEE – Time: 7:33 PM

TIM MILLAR, CHAIRMAN

1. As Submitted **-**

No Report

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE – Time: 7:33 PM

KOLLIN KOZLOWSKI, CHAIRMAN

1. As Submitted **-**

No Report

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE – Time: 7:33 PM

DOUG MYSLINSKI, CHAIRMAN

1. As Submitted **-**

No Report

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE – Time: 7:33 PM

SCOTT LAMERAND, CHAIRMAN

1. As Submitted **-**

No Report

F. POLICE POLICY & CODE SERVICES COMMITTEE – Time: 7:33 PM

BRAD HELMS, CHAIRMAN

1. As Submitted **-**

No Report

X. REPORTS OF THE VILLAGE OFFICERS – Time: 7:33 PM

A. VILLAGE MANAGER

1. As Submitted **-**

No Report

B. VILLAGE CLERK

1. As Submitted **-**

   No Report

C. VILLAGE ATTORNEY

1. As Submitted **-**

   No Report

XI. CLOSED SESSION AS REQUIRED

No Closed Session requested.

XII. RECOGNITION OF AUDIENCE – Time: 7:33 PM

No one came forward.

XIII. ADJOURNMENT – Time: 7:33 PM

Adjourn the Village Council Meeting **- Motion Carried by Voice Vote**

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Tim Millar, District 1 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

SUBMITTED BY:

Margaret R. Duer
Village Clerk

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VILLAGE COUNCIL & COMMITTEE OF THE WHOLE

DECEMBER 5, 2022

Village Hall - Council Chambers | **Special Meeting** | **6:00 PM**

I. ROLL CALL – Time: 6:00 PM

Attendee Name	Title	Status	Arrived
Jim Schwantz	Mayor	Present	
Tim Millar	District 1 Councilman	Present	
Scott Lamerand	District 2 Councilman	Present	
Doug Myslinski	District 3 Councilman	Present	
Greg Solberg	District 4 Councilman	Present	
Kollin Kozlowski	District 5 Councilman	Present	
Brad Helms	District 6 Councilman	Present	

Also Present:
Village Clerk Marg Duer, Village Manager Reid Ottesen and Village Attorney Patrick Brankin,

II. REQUEST FOR CLOSED SESSION

1. Consider a Motion Requesting a Closed Session Pursuant to 5 ILCS 120/2 (c) (1) and (21) **- Approved by Voice Vote**

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Tim Millar, District 1 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

III. ADJOURNMENT – Time: 6:58 PM

Adjourn the Special Meeting of the Village Council & Committee of the Whole **- Motion Carried by Voice Vote**

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Doug Myslinski, District 3 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

-

SUBMITTED BY:

Margaret R. Duer
Village Clerk

Minutes Acceptance: Minutes of Dec 5, 2022 6:00 PM (APPROVAL OF MINUTES)

VILLAGE OF PALATINE

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VILLAGE COUNCIL & COMMITTEE OF THE WHOLE

MINUTES

DECEMBER 5, 2022

Regular Meeting **7:00 PM**

I. ROLL CALL – Time: 7:00 PM

Attendee Name	Title	Status	Arrived
Jim Schwantz	Mayor	Present	
Tim Millar	District 1 Councilman	Present	
Scott Lamerand	District 2 Councilman	Present	
Doug Myslinski	District 3 Councilman	Present	
Greg Solberg	District 4 Councilman	Present	
Kollin Kozlowski	District 5 Councilman	Present	
Brad Helms	District 6 Councilman	Present	

Also Present:
Village Clerk Marg Duer, Village Manager Reid Ottesen, Village Attorney Patrick Brankin, Director of Community Development Mike Jacobs, Director of Public Works Matt Barry, Police Chief Dave Daigle, Fire Chief Patrick Gratzianna, IT Director Larry Schroth, Director of Finance Paul Mehring, Assistant Finance Director Sue Conn, and Director of Human Resources Pam Jackson

II. PLEDGE TO THE FLAG – Time: 7:00 PM

Mayor Schwantz invited everyone to stand and join him in the Pledge to the Flag.

III. APPROVAL OF MINUTES

1. Village Council & Committee of the Whole - Regular Meeting - November 21, 2022 **- Accepted**

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Tim Millar, District 1 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Minutes Acceptance: Minutes of Dec 5, 2022 7:00 PM (APPROVAL OF MINUTES)

IV. MAYOR'S REPORT

1. As Submitted **-**

Mayor Schwantz announced upcoming events:

Saturday, December 10: 9 AM - 4 PM
Holiday Craft Fair
Fremd High School

Toys for Tots Holiday Toy Drive
Now through December 12
New unwrapped toys can be dropped off at Village Hall, Fire Station 85 and Palatine Police Department and will be distributed to children in the Palatine area. Your donation is greatly appreciated.

Final Collection for Curbside Yard Waste
Curbside collection of bagged and bundled yard waste continues through the week of December 12, 2022 on residents' regular scheduled garbage day.

V. RECESS TO THE COMMITTEE OF THE WHOLE

Recess to Committee of the Whole **- Motion Carried by Voice Vote**

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Scott Lamerand, District 2 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

VI. COMMITTEE OF THE WHOLE

A. POLICE POLICY & CODE SERVICES COMMITTEE

BRAD HELMS, CHAIRMAN

1. Consider an Ordinance Amending Chapter 11 Licenses, Business Regulations of the Palatine Code of Ordinances **- Motion Carried by Voice Vote**

Director of Community Development Mike Jacobs recommended the following revisions to the Code of Ordinances, Chapter 11: remove several existing sections that are either repetitive or no longer licensed/regulated; clarify calculation and application of business license fees; establish requirements to on-site staffing for existing and new laundromats; and establish an application and use fee for any Special Event requesting the use of a street within a public right-of-way (these fees can be waived by the Village Council).

Minutes Acceptance: Minutes of Dec 5, 2022 7:00 PM (APPROVAL OF MINUTES)

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Greg Solberg, District 4 Councilman
SECONDER:	Jim Schwantz, Mayor
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

2. As Submitted **-**

   Nothing was submitted.

3. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

   SCOTT LAMERAND, CHAIRMAN

   1. Consider a Resolution Appropriating $1,305,712.66 of Rebuild Illinois Funds for the Rehabilitation of South Crescent Avenue and West Ellis Street **- Approved by Voice Vote** (Council District: One)

      Community Development Director Mike Jacobs reported South Crescent Avenue, from Dorset Avenue to Kenilworth Avenue and West Ellis Street from Quentin Road to the dead-end west of Crescent Avenue, is scheduled to be rehabilitated in the 2023 Capital Plan, including pavement widening, reconstruction and resurfacing, patching, curb and gutter installation and reconstruction, sidewalk installation and replacement to meet ADA requirements. To secure REBUILD Illinois funds, the State requires a resolution indicating their intended use for State review. Staff recommends approval.

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Tim Millar, District 1 Councilman
SECONDER:	Kollin Kozlowski, District 5 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

   2. As Submitted **-**

      Nothing was submitted.

B. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE – Time: 7:04 PM

GREG SOLBERG, CHAIRMAN

1. Consider a Motion Authorizing Temporary Parking at 800 E. Northwest Highway **- Approved by Voice Vote** (Council District: Six)

   Community Development Director Mike Jacobs reported the property manager for the building/property at 800 E. Northwest Highway is seeking approval to allow Amazon's temporary use of a portion (for 50-180 employees and delivery vehicles) of their existing parking lot through January 31, 2023, as previously approved in October 2021. Staff recommends approval of the temporary parking request subject to conditions.

Minutes Acceptance: Minutes of Dec 5, 2022 7:00 PM (APPROVAL OF MINUTES)

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Jim Schwantz, Mayor
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

2. As Submitted **-**

Nothing was submitted.

C. BUSINESS FINANCE & BUDGET COMMITTEE – Time: 7:07 PM

TIM MILLAR, CHAIRMAN

1. 2023 Operating Budget & Capital Investment Plan and Related Approvals

Motion was for approval of Items A., B., C., D., and E.

The Village Manager reported the Proposed CY 2023 Budget & Capital Investment Plan was introduced at a Special Business, Finance, and Budget Committee Meeting on Monday, November 7, with follow-up discussion at the regular Council meeting on November 14, and in a Public Hearing on November 21.

Ottesen emphasized that the Proposed CY 2023 Budget provides for the continued and uninterrupted provision of services to the Village of Palatine, while reducing the Property Tax Levy by 2%, abating the 2022 Property Tax Levy, adding a traffic Police Officer and Police Sergeant, Assistant Director of Public Works, investing in roads and water, and commencing a 10-year Stormwater Management Program. Staff recommends approval of the Proposed CY 2023 Budget.

RESULT:	**ADOPTED BY ROLL CALL [UNANIMOUS]**
MOVER:	Kollin Kozlowski, District 5 Councilman
SECONDER:	Brad Helms, District 6 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

A. Consider an Ordinance Adopting the Calendar Year 2023 Annual Budget **- Approved**

B. Consider the 2022 Tax Levy Ordinance **- Approved**

C. Consider an Ordinance to Abate 2022 Property Tax Levy **- Approved**

D. Consider an Ordinance Adopting the 2023 Salary Rates of Compensation for Certain Officers and Employees of the Village, Effective January 1, 2023 **- Approved**

E. Consider a Resolution Appropriating $2,790,990 of Motor Fuel Tax Funds for the Maintenance of Streets and Highways **- Adopted by Roll Call**

Minutes Acceptance: Minutes of Dec 5, 2022 7:00 PM (APPROVAL OF MINUTES)

2. Consider a Resolution Amending the Village's Employee Handbook for 2023 **- Approved by Voice Vote**

   Village Manager Reid Ottesen reported this is done annually in conjunction with the budget approval to comply with State, Federal, and local regulations, as well as changing practices, noting the elimination of Section 5.7 Vehicle Stickers.

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Jim Schwantz, Mayor
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

3. As Submitted **-**

   Nothing was submitted.

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE – Time: 7:10 PM

DOUG MYSLINSKI, CHAIRMAN

1. Consider a Motion to Approve the Village of Palatine 2023 Regular Scheduled Meeting Calendar **- Approved by Voice Vote**

   Village Manager Reid Ottesen reported, pursuant to the requirements of the Illinois Open Meetings Act, the proposed regular scheduled meetings for calendar year 2023. Due to pending changes, the Plan Commission and Zoning Board meetings are scheduled only through April. A complete 2023 schedule will be presented later. The 2023 Meeting Calendar includes only one Village Council meeting in July, consistent with schedule in recent years. Additionally, the Village Council is scheduled to meet on January 9th and 16th representing the 2nd and 3rd Monday of the month. Monday, January 23rd is available to conduct a Village Council meeting if necessary. Staff recommends approval of the regular scheduled meeting calendar for 2023.

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Tim Millar, District 1 Councilman
SECONDER:	Scott Lamerand, District 2 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

2. As Submitted **-**

   Nothing was submitted.

Minutes Acceptance: Minutes of Dec 5, 2022 7:00 PM (APPROVAL OF MINUTES)

E. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE – Time: 7:11 PM

KOLLIN KOZLOWSKI, CHAIRMAN

1. As Submitted **-**

   Nothing was submitted.

VII. RECONVENE THE VILLAGE COUNCIL MEETING

Reconvene the Village Council Meeting **- Motion Carried by Voice Vote**

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Tim Millar, District 1 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

VIII.CONSENT AGENDA

All items are considered to be routine by the Village Council and will be enacted by one motion, with waiver of first reading. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

RESULT:	**ADOPTED BY ROLL CALL [UNANIMOUS]**
MOVER:	Scott Lamerand, District 2 Councilman
SECONDER:	Tim Millar, District 1 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

1. Consider a Motion to Approve 2022 Warrant #23 **- Approved**

2. Consider an Ordinance Amending Chapter 11 Licenses, Business Regulations of the Palatine Code of Ordinances **- Approved**

   Ordinance #O-10-22

3. Consider a Resolution Appropriating $1,305,712.66 of Rebuild Illinois Funds for the Rehabilitation of South Crescent Avenue and West Ellis Street **- Approved** (Council District: One)

   Resolution #R-29-22

4. Consider a Motion Authorizing Temporary Parking at 800 E. Northwest Highway **- Approved** (Council District: Six)

Minutes Acceptance: Minutes of Dec 5, 2022 7:00 PM (APPROVAL OF MINUTES)

5. Consider an Ordinance Adopting the 2023 Salary Rates of Compensation for Certain Officers and Employees of the Village, Effective January 1, 2023 **- Approved**

   Ordinance #O-108-22

6. Consider a Resolution Appropriating $2,790,990 of Motor Fuel Tax Funds for the Maintenance of Streets and Highways **- Adopted by Roll Call**

   Resolution #R-30-22

7. Consider a Resolution Amending the Village's Employee Handbook for 2023 **- Approved**

   Resolution #R-31-22

8. Consider a Motion to Approve the Village of Palatine 2023 Regular Scheduled Meeting Calendar **- Approved**

IX. REPORTS OF STANDING COMMITTEE

A. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE

GREG SOLBERG, CHAIRMAN

1. As Submitted **-**

   No Report

B. BUSINESS FINANCE & BUDGET COMMITTEE

TIM MILLAR, CHAIRMAN

1. Consider an Ordinance Adopting the Calendar Year 2023 Annual Budget **- Motion Carried by Roll Call**

   Ordinance #O-109-22

RESULT:	**MOTION CARRIED BY ROLL CALL [UNANIMOUS]**
MOVER:	Scott Lamerand, District 2 Councilman
SECONDER:	Kollin Kozlowski, District 5 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

2. Consider the 2022 Tax Levy Ordinance **- Motion Carried by Voice Vote**

   Ordinance #O-110-22

Minutes Acceptance: Minutes of Dec 5, 2022 7:00 PM (APPROVAL OF MINUTES)

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Kollin Kozlowski, District 5 Councilman
SECONDER:	Scott Lamerand, District 2 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

3. Consider an Ordinance to Abate 2022 Property Tax Levy **- Motion Carried by Roll Call**

   Village Manager Reid Ottesen restated the 2% reduction in 2023 Property Tax Levy.

   Ordinance #O-111-22

RESULT:	**MOTION CARRIED BY ROLL CALL [UNANIMOUS]**
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Kollin Kozlowski, District 5 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

4. As Submitted **-**

   No Report

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE – Time: 7:14 PM

KOLLIN KOZLOWSKI, CHAIRMAN

1. As Submitted **-**

   No Report

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE – Time: 7:14 PM

DOUG MYSLINSKI, CHAIRMAN

1. As Submitted **-**

   No Report

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE – Time: 7:14 PM

SCOTT LAMERAND, CHAIRMAN

1. As Submitted **-**

   No Report

Minutes Acceptance: Minutes of Dec 5, 2022 7:00 PM (APPROVAL OF MINUTES)

F. POLICE POLICY & CODE SERVICES COMMITTEE – Time: 7:14 PM

BRAD HELMS, CHAIRMAN

1. As Submitted **-**

No Report

X. REPORTS OF THE VILLAGE OFFICERS – Time: 7:14 PM

A. VILLAGE MANAGER

1. As Submitted **-**

No Report

B. VILLAGE CLERK

1. As Submitted **-**

No Report

C. VILLAGE ATTORNEY

1. As Submitted **-**

No Report

XI. CLOSED SESSION AS REQUIRED – Time: 7:14 PM

No Closed Session requested.

XII. RECOGNITION OF AUDIENCE – Time: 7:14 PM

No one came forward.

XIII.ADJOURNMENT – Time: 7:15 PM

Adjourn the Village Council Meeting **- Motion Carried by Voice Vote**

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Tim Millar, District 1 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

SUBMITTED BY:

Margaret R. Duer
Village Clerk

Minutes Acceptance: Minutes of Dec 5, 2022 7:00 PM (APPROVAL OF MINUTES)

Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Car Wash at 2370 N. Hicks Road

BACKGROUND:
The Special Use for the existing car wash was originally approved in 2005 and transferred in 2010. Kaspar Capital LLC (DBA Dream Clean Car Wash) has recently acquired the car wash and is seeking the following approval:

- Transfer of Special Use #O-190-05 to permit the continued operation of a car wash at 2370 N. Hicks Road.

KEY ISSUES:
- The Subject Property, zoned Planned Development, was approved for a Special Use in October 2005 (Ordinance #O-190-05).
- Other than the ownership change, the Petitioner is not proposing any changes. The Petitioner is taking over the operations of 7 car wash locations in the Chicago area.
- Any changes to the floor plan or business operations would require additional Village review. Staff also advised the Petitioner about the Village's temporary sign regulations as part of the Special Use transfer application process.

ALTERNATIVES:
1. Recommend approval of the Special Use Transfer.
2. Do not recommend approval of the Special Use Transfer.

RECOMMENDATION:
Staff recommends approval of the Special Use Transfer at 2370 N. Hicks Road.

ACTION REQUIRED:
A motion to approve the Special Use Transfer of Ordinance #O-190-05 to Kaspar Capital LLC (DBA Dream Clean Car Wash) to permit the continued operation of a car wash at 2370 N. Hicks Road.

ATTACHMENTS:

- Aerial Map
- ORD SUT 2370 N. Hicks Road
- EXHIBIT Business Plan 2370 N. Hicks Road
- Planned Development Amendment Ordinance #O-190-05
- Special Use Transfer Application

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Scott Lamerand, District 2 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

GISConsortium

2370 N. Hicks Road

0 200 400 ft

Print Date: 12/5/2022

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

Attachment: Aerial Map (2022-108 : 2370 N Hicks Road - SUT Car Wash)

ORDINANCE NO._____

AN ORDINANCE TRANSFERRING
SPECIAL USE ORDINANCE #O-190-05
2370 N. HICKS ROAD

WHEREAS, Ordinance #O-190-05 granted a Special Use for a car wash on the property commonly known as 2370 N. Hicks Road; and

WHEREAS, pursuant to Section 14.05(h) in Appendix A of the Village of Palatine Code of Ordinances, in the event of the sale or lease of this business, the Special Use may be transferred after review and consent of the Village Council; and

WHEREAS, the Village Council met on December 12, 2022 to review a request by Kaspar Capital LLC (Daniel Raleigh), that the Special Use be transferred to permit the continued operation of a car wash, with no substantial changes and it was the recommendation of the Village Council that the transfer of the Special Use to Kaspar Capital LLC (Daniel Raleigh), be approved, without amendment.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Village Council of the Village of Palatine:

SECTION 1: That the Special Use granted by Ordinance #O-190-05 is hereby transferred to Kaspar Capital LLC (Daniel Raleigh), to permit the continued operation of a car wash.

SECTION 2: All conditions of Special Use Ordinance #O-190-05 shall remain in full force and effect.

DATED: This _____day of _____, 2022

AYES:_____ NAYS:_____ ABSENT:_____ PASS:_____

APPROVED by me this _____day of _____, 2022

_____
Mayor of the Village of Palatine

ATTEST and FILE in the office of the Village Clerk

this ____ day of _____, 2022

_____
Village Clerk

Attachment: ORD SUT 2370 N. Hicks Road (2022-108 : 2370 N Hicks Road - SUT Car Wash)

December 6th, 2022

Lyn Bremanis | Planner
Planning & Zoning Department
200 E. Wood Street | Palatine, IL 60067

RE: Lake Cook Auto Wash and Detail LLC – 2370 N Hicks Rd

Thank you for discussing the transfer of the special use permit for the above mentioned car wash with me today. As mentioned, Lake Cook Auto Wash and Detail is in the process of being acquired by Kaspar Capital, LLC which is run by Daniel Raleigh. Please process our request to transfer the special use permit to Daniel Raleigh doing business as Dream Clean Car Wash, subject to transfer of ownership. Our business plan is outlined below.

- Car wash with the use of two lanes that will have updated point of sales systems with gates.
- Upgrade the vacuum systems. Vacuuming shall be self serve and free to all customers.
- Upgrade of building paint, signage, landscaping and car wash equipment.
- The hours of operation will remain from 8am to 8pm daily, a typical day will have four to five employees onsite which includes one manager.

Your assistance with the matter is greatly appreciated; please let us know if there is anything else required facilitating this request.

Best Regards,
Daniel Raleigh
Kaspar Capital LLC

Attachment: EXHIBIT Business Plan 2370 N. Hicks Road (2022-108 : 2370 N Hicks Road - SUT Car Wash)

Attachment: Planned Development Amendment Ordinance #O-190-05 (2022-108 : 2370 N Hicks Road - SUT Car Wash)

ORDINANCE NO. O-190-05

AN ORDINANCE AMENDING
PLANNED DEVELOPMENT ORDINANCE #0-100-95
SOUTHWEST CORNER OF LAKE COOK AND HICKS ROADS (CASE NO. 05-111)

WHEREAS, Ordinance #0-100-95, granted Final Planned Development approval; and

WHEREAS, the Petitioner has requested a Planned Development Amendment to permit the operation of an automated car wash facility, and

WHEREAS, on September 20, 2005, the Plan Commission of the Village of Palatine held the required hearing for amendment to the Planned Development to permit the operation of an automated car wash facility, pursuant to Planned Development Ordinance #0-100-95 and Section 13.07 of the Palatine Zoning Ordinance, on the following legally described property:

> **Lot 4 of Deer Path Lake of Palatine, being a subdivision of that part of the Northeast 1/4 of Section 2, Township 42 North, Range 10, East of the Third Principal Meridian, in Cook County, Illinois.**

commonly known as the southwest corner of Hicks and Lake Cook Roads (PIN #02-02-200-006).

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Village Council of the Village of Palatine, Illinois, acting in the exercise of their home rule power:

SECTION 1: That Planned Development approved per Ordinance #0-100-95 shall be amended subject to the following conditions:

1. The development shall substantially conform to the Engineering Plans attached hereto as Exhibit 'A', and the Architectural plans attached hereto as Exhibit 'B', except as such plans may be changed to conform to Village Codes and Ordinances and the following conditions:
2. The business shall be operated significantly in conformance with the Operational Overview by Michael Krabbe dated August 2005 and attached hereto as Exhibit 'C'.
3. The Special Use to permit the operation of Details Car Wash shall be granted solely to Details, LLC – Michael Krabbe, Owner; and shall be transferred only after a review by the Zoning Board of Appeals and approval of the Village Council. In the event of the sale or lease of this property, the existing and prospective proprietors shall appear before a public meeting of the Zoning Board of Appeals. The Zoning Board of Appeals shall review the request and in its sole discretion, shall either:
    a. Recommend that the Village Council approve of the transfer of the lease and/or ownership to the new proprietor without amendment to the Special Use Ordinance, or
    b. If the Zoning Board of Appeals deems that the new proprietor contemplates a change in use which is inconsistent with this Special Use Ordinance, the new proprietor shall be required to petition for a public hearing before the Zoning Board of Appeals for a new Special Use Ordinance.
4. Any detached freestanding sign shall be a minor amendment considered by the Village Council.
5. Cash in lieu of detention shall be paid in a manner acceptable to the Village Engineer.
6. MWRD, IEPA, CCHD, USACOE, and NPDES permits shall be submitted.
7. Sidewalk shall be added to the Hicks Road frontage.

Attachment: Planned Development Amendment Ordinance #O-190-05 (2022-108 : 2370 N Hicks Road - SUT Car Wash)

8. The Petitioner shall provide cost estimates for the proposed public improvements; and

9. The Petitioner shall provide a letter of credit in a manner acceptable to the Village Engineer for 110 percent of the cost of public improvements.

10. Stacking shall not be permitted on Hicks Road.

SECTION 2: The petition for Planned Development Amendment and a copy of the public notice are attached hereto and form a part hereof.

SECTION 3: This ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED: This 10 day of October, 2005

AYES: 6 NAYS: 0 ABSENT: 0 PASS: 0

APPROVED by me this 10 day of October, 2005

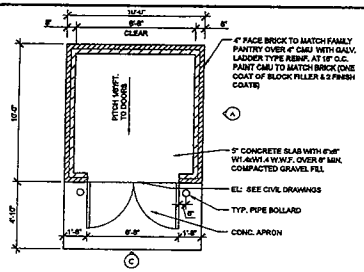
Mayor of the Village of Palatine

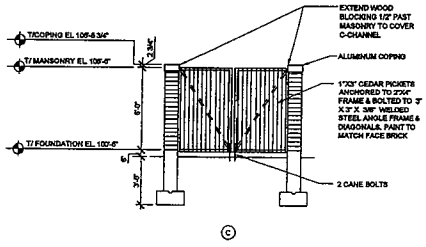
ATTESTED and FILED in the office of the Village Clerk this

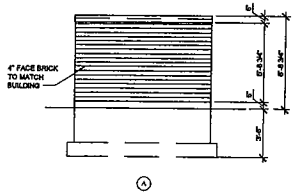
10 day of October, 2005

ACTING DEPUTY Village Clerk Cynthia L. Nikelson

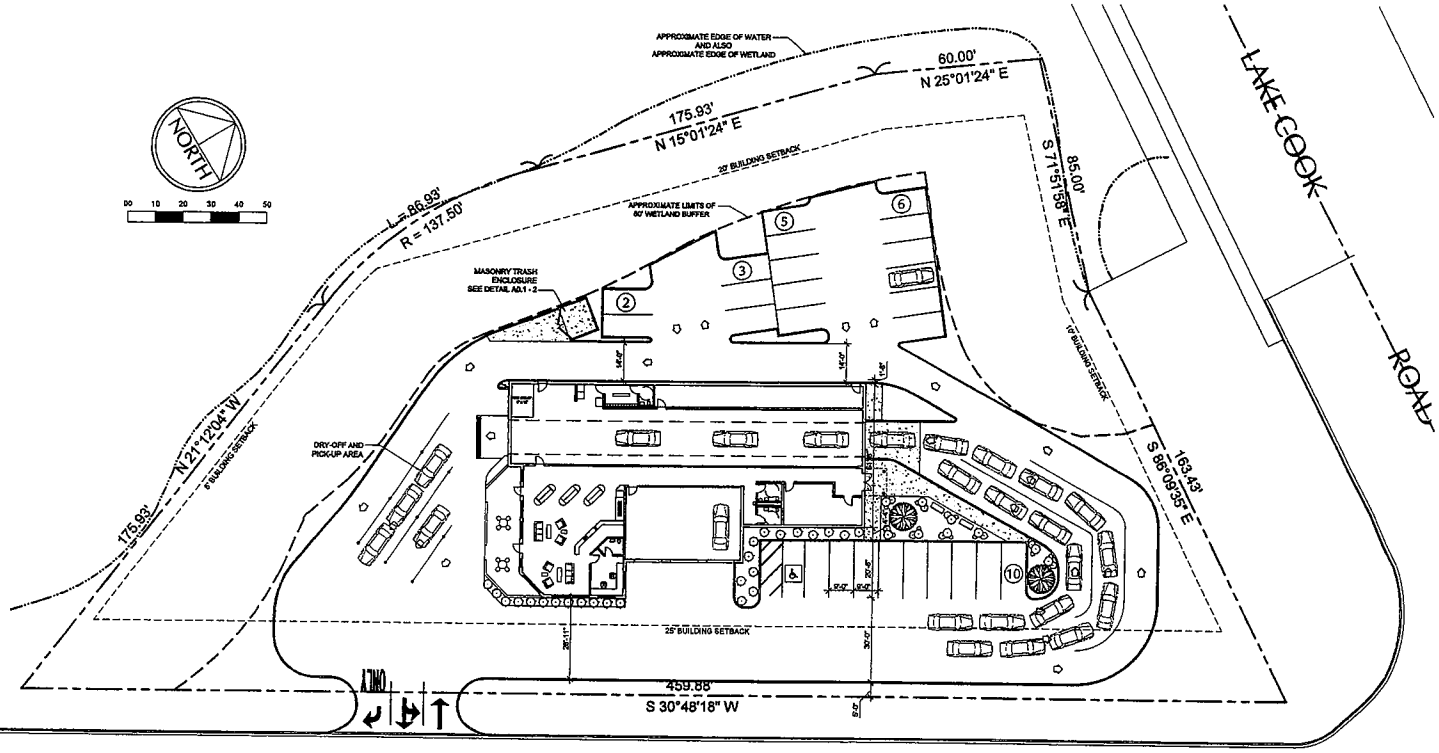
Attachment: Planned Development Amendment Ordinance #O-190-05 (2022-108 : 2370 N Hicks Road - SUT Car Wash)







2 TRASH ENCLOSURE DETAIL
SCALE: 1/4" = 1'-0" (24 X 36 SHEET)



1 PROPOSED SITE PLAN
SCALE: 1" = 20'-0" (24 X 36 SHEET)

ZONING INFORMATION

SITE ZONING	EXISTING ZONING: P (PUD) REQUIRED ZONING: P (PUD-REQUIREMENTS NEED TO CONFORM TO B-2)		
SITE AREA	LOT AREA: FAR:	REQUIRED NONE 1.0	PROPOSED 56,482 SF 0.12
BUILDING HEIGHT AND AREA	MAIN BUILDING: ACCESSORY: BUILDING AREA:	REQUIRED 45' MAXIS STORIES) N/A N/A	PROPOSED 17'-4"(1 STORY) N/A 6,126 SF
BUILDING SETBACKS	WEST SIDE YARD: NORTH FRONT YARD: SOUTH REAR YARD: EAST SIDE YARD:	REQUIRED 25' 5' 13' 20'	PROPOSED 54'-0" 66'-2" 86'-0" 87'-2"*
WETLAND BUFFER SETBACK	REAR YARD: LEFT SIDE YARD: RIGHT SIDE YARD: FRONT YARD:	REQUIRED 50' 50' N/A N/A	PROPOSED 50'-0" 50'-0" N/A N/A
PARKING/ STACKING	PARKING: ACCESSIBLE: STACKING:	REQUIRED 28/1,000 SF GROSS FLOOR AREA) 2 N/A	PROPOSED 28=3 BAYS 2 N/A

SIGNAGE INFORMATION

SIGN TYPE / QUANTITY	ROAD SIGNS: WALL SIGNS: CANOPY SIGNS: POINT OF PURCHASE:	(1) MONUMENT SIGN ALLOWED (NO LIMIT-SEE BELOW) N/A N/A	
ROAD SIGN SIZE	AREA: HEIGHT:	ALLOWED 100 SF MAX. 20' MAX	PROPOSED 100 SF 20' MAX
WALL SIGN	LAKE COOK PROP LINE: HICKS ROAD PROP LINE: SOUTH PROPERTY LINE:	ALLOWED 372.648 SF 586.62 SF 284 SF	PROPOSED 47.8 SF 55 SF 50 SF

NOTE: ALLOWED SIGNAGE = 1-1/2 SF PER 1 LF LOT FRONTAGE
NO ONE SIGN CAN EXCEED 100 SF

REVISIONS	DATE	BY
1 ISSUE FOR CLIENT REVIEW	04/21/2026	DWH
2 ISSUE FOR CLIENT REVIEW	04/23/2026	DWH
3 PRELIM VILLAGE OF PALATINE REVIEW	05/04/2026	BT
4 ISSUED BUILDING PERMIT REVIEW	05/06/2026	BT

CORNERSTONE DESIGN + DEVELOPMENT GROUP, LLC
281 N. BUFFALO GROVE ROAD, SUITE 200
BUFFALO GROVE, IL 60089
PHONE: 847.215.5000

DETAILS CARWASH
Hicks Road
Palatine, Illinois
119' Tunnel Car Wash & 3 Bay Detail

PROPOSED SITE PLAN

DATE: 03/26
SCALE: AS SHOWN
DRAWN:
CHECK:
JOB:
SHEET: A0.1

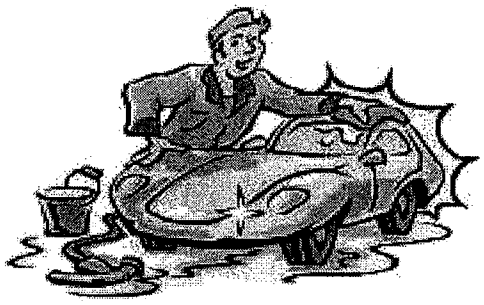
COPYRIGHT © 2026 CORNERSTONE DESIGN + DEVELOPMENT, LLC

Attachment: Planned Development Amendment Ordinance #O-190-05 (2022-108 : 2370 N Hicks Road -

"Details" LLC

8097 Boulder Ct.
Long Grove, IL 60047
(T) 847- 421-5101 (F) 847- 949-7772

It's all about the "Details"!



"Details" Car Wash Operational Overview

Michael A. Krabbe
OWNER & OPERATOR
MANAGING PARTNER OF DETAILS LLC
8097 Boulder Ct.
Long Grove, IL 60047
(P) 847-521-5101 (F) 847-949-7772

Overview Prepared August 2005
By Details, LLC

EXHIBIT "C"
(5 pages)

PETITIONER'S EXHIBIT

5

Attachment: Planned Development Amendment Ordinance #O-190-05 (2022-108 : 2370 N Hicks Road - SUT Car Wash)

Proposed Site Location for "Pilot Store":

Southwest Corner of Lake Cook Road & Hicks Road in Palatine, IL 60067.

Lot 4 in Deerpath Lake of Palatine, being a subdivision of part of the Northeast Quarter of Section 2, Township 42 North, Range 10, East of the Third Principal Meridian, According to the Plat Thereof Recorded November 8, 1995 as Document No. 95768519 in Cook County, Illinois.

Proposed Use:
Upscale Flex-Serve Car Wash & Detailing Center, to include 1,400 sq. ft. of Café & Retail Sales.

Description of Business:

"Details" LLC is an upscale automotive car wash and detailing establishment dedicated to providing high quality, efficient service in a unique setting. Founded by Michael Krabbe in the northern suburbs of Chicago in 2005, it is the goal of the organization to expand operations to multiple high-density locations with good access, each offering the same distinctive service. The Palatine location will be the "pilot store" for the company.

Michael Krabbe established the company with the concept of building a new flex-serve conveyor car wash with more than one ancillary, in addition to the full service/exterior only conveyor car wash operation, to add more favorable profit revenue.

This will be no ordinary car wash! "Details" LLC intends to make "visiting the car wash" a new and pleasant experience for consumers by offering productive and pleasurable ways to spend their time while we provide them with a "Details"oriented clean car.

Our 1,400 square foot lobby and retail space and two outdoor seating areas will provide a comfortable and clean environment for our customers to enjoy. They will be able to shop for automotive care products, accessories, and other miscellaneous products in a well-merchandised retail store. In addition, they will be able to choose from delicious refreshments such as gourmet coffee drinks and muffins or fresh fruit from "Details" Café while checking their e-mail on our free internet-access terminals. Or they may want to guide their children to the "Details Water Works" area to help spray down the cars as they pass through our state-of-the-art friction car wash tunnel.

Attachment: Planned Development Amendment Ordinance #O-190-05 (2022-108 : 2370 N Hicks Road - SUT Car Wash)

For the past several months, Michael Krabbe has been networking with car wash brokers, representatives, and suppliers, to build business relationships to assure the future of "Details" Car Wash. With a league of extraordinary and experienced professionals on our team, success is definite. Our team is a remarkable assemblage of individuals with extensive knowledge in automobile cleaning, detailing, care, and maintenance, as well as in finance, real estate, technology and management.

Highlights of our company's competitive strengths:

- The company's managing partner has a strong background in management , systems development, construction, finance, and team building skills, which will bring guidance and wisdom to our team.
- All of our Board Members are involved in various businesses, including accounting, real estate, business solutions, systems development, construction, and finance.
- We have the character and capacity necessary to operate a car wash in a manner consistent with ethical business practices.
- We also have the ability to communicate well with customers, car wash employees and the communities around us.
- We can work effectively with business data, to operate the car wash successfully from a financial point of view and exercise rapid and fair judgment in any situation.

Our company's mission to provide an upscale, clean, comfortable, pleasurable and safe environment for car care, as well as its convenient location and excellent service, will attract and maintain a loyal customer base. We will hire experienced employees who will take pride in their ability to do their jobs efficiently and effectively, so that customers receive the highest level of quality and professionalism.

Hours of Operation:

"Details" Car Wash will operate under the following schedule:

Monday–Friday: 8:00 a.m. to 7:00 p.m.
Saturday: 8:00 a.m. to 5:00 p.m.
Sunday: 9:00 a.m. to 3:00 p.m.
Inclement Weather: Closed

Attachment: Planned Development Amendment Ordinance #O-190-05 (2022-108 : 2370 N Hicks Road - SUT Car Wash)

Number of Employees:

The staffing of "Details" Car Wash will vary depending on the weather and estimated wash volume for the day. Normal operations will consist of 15-20 employees on location at any given time. Anticipated high volume days could call for a maximum of 25 employees on-site for a relatively short period of time (2-3 hours).

Anticipated Volume for the Location:

"Details" Car Wash anticipates an average daily wash volume of 200 cars, or about 20 cars per hour. This estimate represents one-half of one percent of the average daily traffic count. It is our hope that, as we build customer relations in the surrounding communities over a five year period of time, our wash volume will grow to 300 to 400 cars per day, with a maximum average of 30-40 cars per hour. These estimates represent ¾ of one percent to one percent of the average daily traffic count, a volume level we expect to maintain thereafter, for the life of the business. Our anticipated volume will vary from day-to-day, which will be a direct reflection of the weather.

In addition, our Express Detailing Center will focus on efficient and quick detailing services that can be preformed within thirty minutes or less. Our Express Detailing Business Model allows customers convenience and flexibility when requesting detailing services, which will be available to them without the need to make an appointment or schedule to drop off their vehicles. Our customers will wait in our comfortable lobby space, while enjoying a gourmet coffee or snack from "Details" Café while we perform the detailing service to their vehicles. We anticipate that our Express Detailing Business will attracted 5 to 10% of our wash volume, with the higher anticipated percentage happening once we have established ourselves within the community.

Peak Hours of Operations:

The peak hours of operation for "Details" Car Wash will vary with fluctuating commuter traffic and weekend activity traffic. After evaluating the location and the surrounding area, we estimate that peak hours will be between 11:00 a.m. – 1:00 p.m. during the week and 9:00 a.m. – 12:00 p.m. on Saturday and Sunday. Again this will fluctuate depending on weather.

Anticipated Annual Sales:

"Details" LLC anticipates the annual sales to be as follows over the first five years of operation:

Attachment: Planned Development Amendment Ordinance #O-190-05 (2022-108 : 2370 N Hicks Road - SUT Car Wash)

1st two years of operation:

Car Wash Sales	$1,000,000 – 1,025,000
Detailing Center Sales	$275,000 – 300,000
Retail & Café Sales	$125,000 – 150,000

3rd year of operation & beyond:

Car Wash Sales	$1,300,000
Detailing Center Sales	$425,000 – 450,000
Retail & Café Sales	$175,000 – 200,000

We our estimating that, on average, each customer utilizes our wash will spend a minimum of $1.50 per visit within our lobby space (retail & café sales). As stated earlier in this operational overview or wash volume estimates our based on ½ to 1 percent of the average daily traffic count. In addition, our express detailing services sales our based on 5 to 10% of our yearly wash volume. We our anticipating our operation to be open 322 days a year (which was the average for Flex-Serve Establishment in the Midwest in 2004), the other 42 days we will be closed due to inclement weather.

Attached you will find a list of products to be sold within our lobby space (café and retail merchandize).

"Details" LLC assures that a great deal of consideration and thought has been given to the development of this company and the improved image that a facility of this nature will bring to the professional car care industry. In addition, we assure you that we will provide a properly developed commercial business that is in keeping with the goals and aspirations of your growing community.

Attachment: Planned Development Amendment Ordinance #O-190-05 (2022-108 : 2370 N Hicks Road - SUT Car Wash)

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Daily Herald

Public Notice
A public hearing will be held before the Plan Commission on Tuesday, September 20, 2005, at 8:00 p.m. in the Village Council Chambers in the Palatine Community Center, 200 E. Wood Street, relative to a request for a Planned Development Amendment and a Special Use to permit the operation of an automated car wash facility, pursuant to Section 11.03 (d) (3) of the Palatine Zoning Ordinance.

The property is commonly known as the southwest corner of Hicks and Lake Cook Roads (PIN #02-02-200-006).

The above petition has been filed by Michael A. Krabbe and is available for examination in the office of the Village Clerk, 200 E. Wood Street.
CASE NO: 05-11
VILLAGE OF PALATINE
Dennis Dwyer, Chair
Palatine Plan Commission
DATED: This 5th day of September, 2005
Published in Daily Herald
September 5, 2005
(3598805)N

Corporation organized and existing under and by virtue of the laws of the State of Illinois DOES HEREBY CERTIFY that it is the publisher of the **DAILY HERALD.** That said **DAILY HERALD** is a secular newspaper and has been circulated daily in th Village(s) of Algonquin, Arlington Heights, Barrington, Barrington Hills, Lake Barrington, North Barrington, South Barrington, Bartlett, Batavia, Buffalo Grove, Burlington, Carpentersville, Cary, Deer Park, Des Plaines, South Elgin, East Dundee, Elburn, Elgin, Elk Grove Village, Fox Lake,Fox River Grove,Geneva, Gilberts,Grayslake, Gurnee,Hampshire,Hainesville,Hanover Park,Hawthorn Woods,Hoffman Estates, Huntley, Inverness,Island Lake,Kildeer,Lake Villa,Lake in the Hills,Lake Zurich,Libertyville, Lincolnshire, Lindenhurst, Long Grove, Mt. Prospect, Mundelein, Palatine, Prospect Heights, Rolling Meadows, Schaumburg, Sleepy Hollow, St. Charles, Streamwoo Tower Lakes,Vernon Hills,Volo,Wauconda,Wheeling,West Dundee,Wildwood,Green Oaks

County(ies) of Cook, Kane, Lake, McHenry and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the DAILY HERALD is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published September 5, 2005 in said DAILY HERALD.

IN WITNESS WHEREOF, the undersigned, the said PADDOCK PUBLICATIONS, Inc., has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

PADDOCK PUBLICATIONS, INC.
DAILY HERALD NEWSPAPERS

BY Holly Bratanek
Authorized Agent

Control # T3598805

Attachment: Planned Development Amendment Ordinance #O-190-05 (2022-108 : 2370 N Hicks Road - SUT Car Wash)

VILLAGE OF PALATINE

SPECIAL USE TRANSFER

Department of Planning & Zoning
200 E. Wood Street · Palatine, IL · 60067-5339
Telephone: (847) 359-9047 · Fax (847) 963-6247

Required Materials

- ☐ Application Form
- ☐ Business Plan (including but not limited to nature of business, hours or operation, number of employees, floor plan, menu, and any proposed changes to the business
- ☐ Proof of Ownership

Business Owner(s):

Daniel Raleigh

Subject Property Address:

2370 N. Hicks Road Palatine IL.

The owner(s) listed above are requesting that Special Use Ordinance # 0-190-05 be transferred from Lake Cook Auto Wash and Detail LLC to individuals(s) and/or company listed above. I have read the ordinance(s) and agree to comply with all applicable ordinance(s) and any conditions contained therein. As the new business owner(s), the following changes (if any) are proposed to the business operation and/or floor plan:

See attached

I understand that if the Village determines the nature or characteristics of the business will substantially change, a new Special Use may be required.

Attachment: Special Use Transfer Application (2022-108 : 2370 N Hicks Road - SUT Car Wash)

VILLAGE OF PALATINE

SPECIAL USE TRANSFER

Department of Planning & Zoning
200 E. Wood Street · Palatine, IL · 60067-5339
Telephone: (847) 359-9047 · Fax (847) 963-6247

CONTACT INFORMATION WORKSHEET

PETITIONER(S)	**Business Name (If applicable)**
Kaspar Capital LLC	Dream Clean Car Wash
Address	City/State/Zip Code
1210 S Indiana Avenue Unit 6207, Chicago, IL 60605	
Telephone	Fax
847-732-6726	
Email	
draleigh24@gmail.com	
Subject Property Address	
2370 N Hicks Rd	
AUTHORIZED AGENT (if applicable)	**Business Name (if applicable)**
Address	City/State/Zip Code
Telephone	Fax
Email	

Attachment: Special Use Transfer Application (2022-108 : 2370 N Hicks Road - SUT Car Wash)

VILLAGE OF PALATINE

Signature Page

Petitioner's Signature

I affirm that the information contained on page 1 herein and in any accompanying documents is accurate to the best of my knowledge.

Dan Raleigh — 12/05/22

Name — Date

Signature

Signature of Consent from Landlord, Property Owner(s), or Former Operator

I consent to the Special Use Transfer of the above mentioned property and that the information contained on page 1 herein and in any accompanying documents is accurate to the best of my knowledge.

Tim Opfer — 12/05/22

Name — Date

Signature

Attachment: Special Use Transfer Application (2022-108 : 2370 N Hicks Road - SUT Car Wash)

Consider a Motion Approving a Preliminary Planned Development to Allow a Residential Development on the Property Located at 874-912 N. Quentin Road

BACKGROUND:
The Subject Property is vacant and maintains a Planned Development zoning designation. It was previously occupied by a landscaping use and real estate office. The Petitioner is seeking a Preliminary Planned Development to allow a 9-unit (4 duplex homes and 1 single unit) residential development on 1.97 acres. Therefore, the Petitioner is requesting approval of the following:

- **Preliminary Planned Development to allow an 9-unit residential development.**

KEY ISSUES:

- The Subject Property was previously approved for a memory care residential development, which was never implemented and expired in 2016. It has been vacant and unused since that time.
- The Petitioner is requesting to develop 9 units (4 duplexes and 1-single-unit), accessed through two curb cuts from Quentin Road. In addition to 2-car garages and driveway parking pads for each home site, there are also 9 additional parking spaces located adjacent to each unit.
- The Comprehensive Plan recommends a multi-family use for the property.
- The Subject Property does not include the vacant office building at 920 N. Quentin Road (southwest corner of Quentin Road and Poplar Street). The proposed density is 4.56 units/acre, which is comparable to the R-2 single-family residential density of 4.84 units/acre.
- The site plan contemplates two curb cuts onto Quentin Road, with a shared drive accessing the unit driveways and 9 additional guest parking spaces on the site (5 spaces/unit). Two existing curb cuts onto Quentin Road would be eliminated.
- The proposed units provide the following setbacks:

Yard	Setback
Front (Quentin Road)	50 minimum* (* actual @ 70 feet, with 20-foot driveways)
Rear (west side adjacent to the Franklin Avenue homes)	40 feet
Interior Side yards (north/south)	10 feet

- The setbacks meet or exceed the minimum R-2 setbacks, including the proposed 40-foot rear yard setback. At the Public Hearing, there was a resident who spoke with concerns about the rear yard setback and requested that the developer work to increase the setback.

Architecture and Landscaping

- Ranch-style homes with basements are proposed, (1,600-2,500 square feet). The northern 5 units have a “look-out” condition and follow the lower grade to the north and west. The building materials include a cultured stone veneer (front

elevation) and LP siding. The exterior trim would contrast the siding. The height of the homes range from approximately 23 to 28 feet.

- The preliminary landscaping plan indicates yard and foundation plantings in addition to arbor vitae plantings. The initial plans identify a 4-foot wrought-iron style fence surrounding the property on three sides. The final fence elevation and location would be reviewed during the Final Planned Development process.

ALTERNATIVES:

1. Approve the Preliminary Planned Development to permit a 9-unit residential development.
2. Do not approve the Preliminary Planned Development to permit a 9-unit residential development.

RECOMMENDATION:

Public Hearing:	Plan Commission meeting on November 15, 2022.
Residents testifying:	3: Stormwater management questions and concerns; rear yard setback (western property line) questions, and the impact of the grade differential between the subject property adjacent single-family residential homes to the west. There were also 2 email objections submitted requesting an increased rear yard setback.
Vote:	The Plan Commission voted unanimously to recommend Preliminary Planned Development approval and Staff concurs. A condition of the Plan Commission recommendation includes a requirement to increase the western rear yard setback. The Petitioner is evaluating the site and engineering plans but indicates that the setback can be increased.

ACTION REQUIRED:

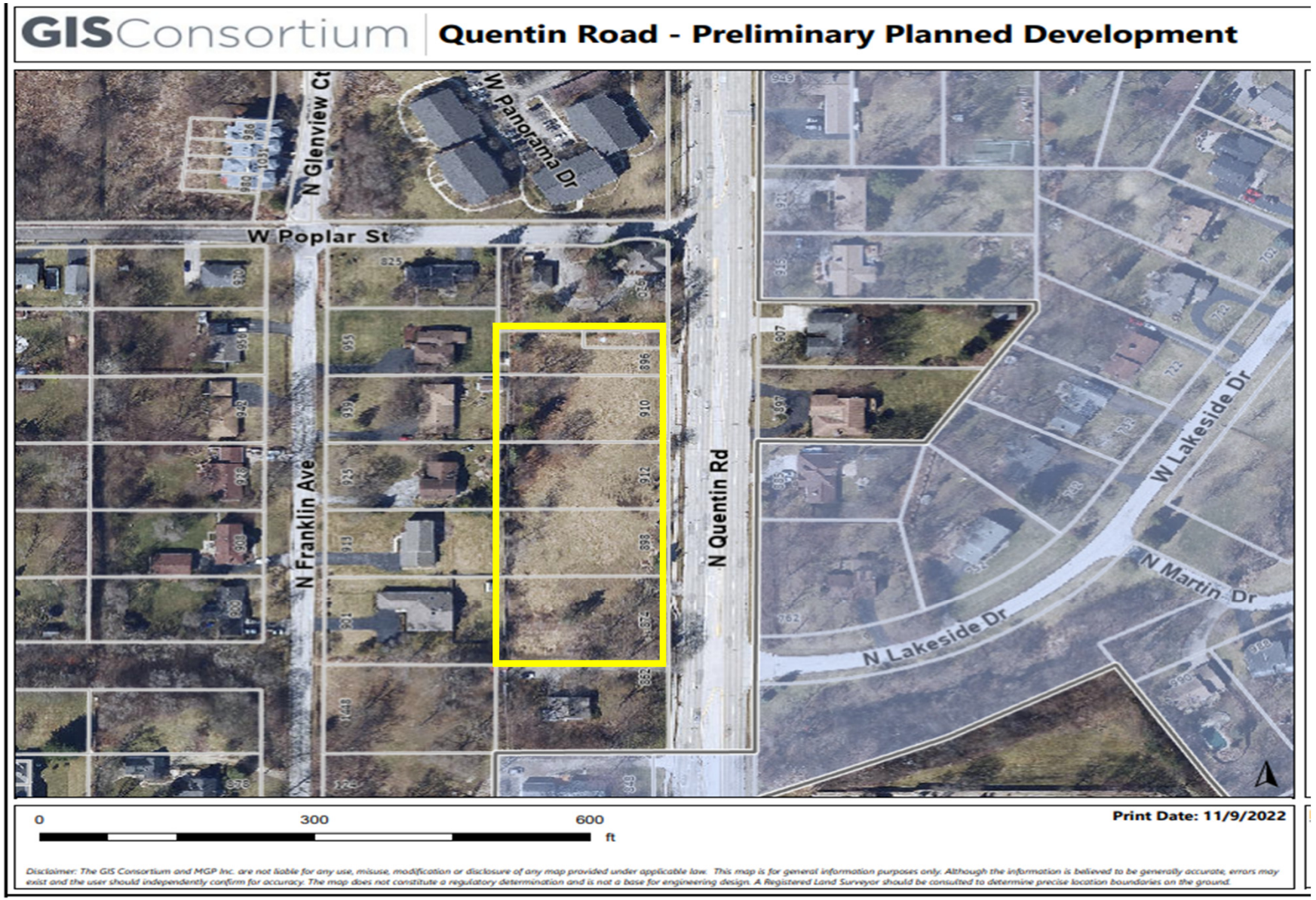
A motion to approve the Preliminary Planned Development for a 9-unit residential development at 874-912 N. Quentin Road.

ATTACHMENTS:

- Aerial Map
- Preliminary Planned Development Conditions
- EXHIBIT: Preliminary Engineering Plans
- EXHIBIT: Preliminary Elevations - Floorplan (Draft 1st floor)
- EXHIBIT: Project Narrative
- Prelininary Unit Landscaping Plan and western buffer area
- Quentin Road - Resident request for increased rear yard setback email
- Plat of Survey
- Plan Commission Materials & Legal Notice

- DRAFT Plan Commission minutes November 15 2022

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Tim Millar, District 1 Councilman
SECONDER:	Jim Schwantz, Mayor
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

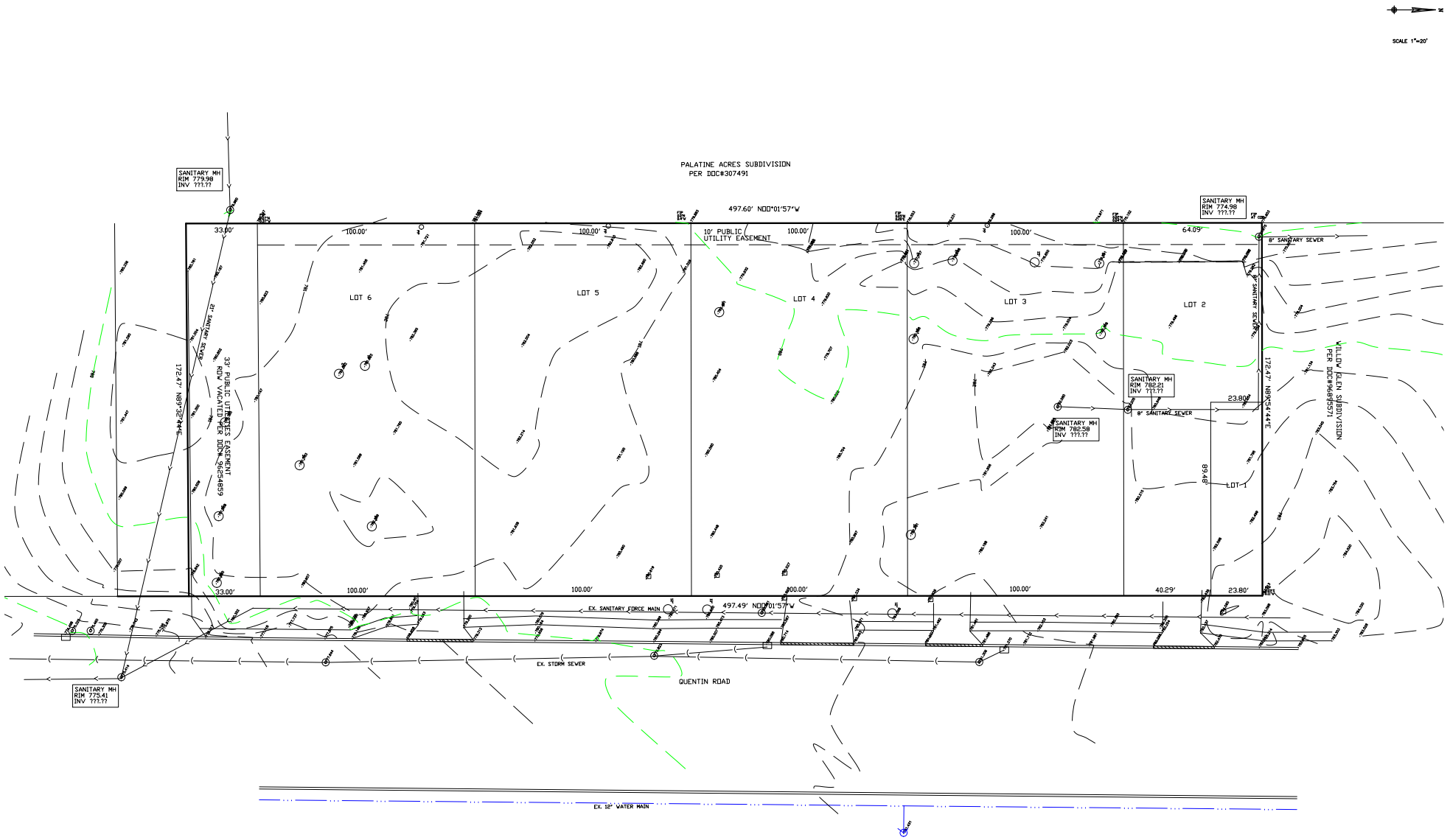


Attachment: Aerial Map (874-912 N. Quentin Road - Preliminary Planned Development)

874 – 912 N. Quentin Road – Preliminary Planned Development Conditions:

1. **All extra agency permits shall be submitted in a manner acceptable to the Village Engineer.**
2. **The Engineers Estimate of Probable Cost (EEOPC) shall be submitted in a manner acceptable to the Village Engineer.**
3. **Review fees, based upon the finally accepted EEOPC shall be submitted in a manner acceptable to the Village Engineer.**
4. **The Final Architectural Plans shall be revised in a manner acceptable to the Director of Community Development/Planning and Zoning, including the final material quantities and distribution.**
5. **The Final Engineering Plans shall be submitted and revised in a manner acceptable to the Village Engineer.**
6. **The Petitioner shall revise the site plan to increase the rear yard setback, along the western property line (Plan Commission added).**
7. **The Final Landscaping Plan shall be revised in a manner acceptable to the Director of Planning and Zoning. The plan should review the ability to maintain any of the existing healthy trees within the property.**
8. **A Public Improvement letter of credit in an amount of 115% of the approved EEOPC, for said public improvements, shall be submitted in a manner acceptable to the Village Engineer.**
9. **A Planned Development Letter of Credit in the amount of $90,000 – ($10,000/unit, per Article 14 of the Zoning Ordinance) shall be submitted in a manner acceptable to the Director of Planning and Zoning.**
10. **If required, a Final Plat of Subdivision shall be submitted in a manner acceptable to the Village Engineer and Director of Planning and Zoning. As determined by the Village Attorney, the HOA declarations shall be submitted and revised in a manner acceptable to the Village Attorney.**
11. **A construction management plan shall be submitted in a manner acceptable to the Director of Planning and Zoning and the Village Engineer and shall outline the proposed development schedule and identify the material delivery routes and proposed parking areas for the contractors, in conjunction with the building permit application submission.**

Attachment: Preliminary Planned Development Conditions (874-912 N. Quentin Road - Preliminary Planned Development)



SPIES & ASSOCIATES, INC.
Civil Engineers – Land Surveyors
534 WEST CAMPUS DRIVE
ARLINGTON HEIGHTS, ILLINOIS 60004
PH 847.577.8808 FAX 847.577.0229

REVISIONS

DRAWN BY: TJS	JOB NO. 5326
DESIGNED BY: TJS	SCALE: 1"=20'
CHECKED BY: TJS	DATE: 07-07-22

EXISTING CONDITIONS
QUENTIN RD. PROPERTY

SHEET NO. 4 OF 11 SHEETS

Attachment: EXHIBIT: Preliminary Engineering Plans (874-912 N. Quentin Road - Preliminary Planned

LOT 1 THROUGH 6, ALONG WITH THE NORTH HALF OF VACATED MYRTLE AVENUE (LYING SOUTH OF AND ADJACENT TO SAID LOT 6), IN BLOCK ONE IN FRANK E. MERRILL AND COMPANY'S PALATINE ACRES, IN THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 9, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

SCALE 1"=20'

PALATINE ACRES SUBDIVISION
PER DOC#307491

SANITARY MH
RIM 779.98
INV ???.??

497.60' N00°01'57"W

10' PUBLIC UTILITY EASEMENT

LOT 6 | LOT 5 | LOT 4 | LOT 3 | LOT 2 | LOT 1

33.00' | 100.00' | 100.00' | 100.00' | 100.00' | 64.09'

SANITARY MH
RIM 774.98
INV 766.13

CATCHBASIN
RIM 773.00
INV 766.69

12" STORM

8" SANITARY SEWER

SANITARY MH
RIM 775.69
INV 765.53

PR. SANITARY SEWER

VOLUME CONTROL
0.068 AC-FT REQUIRED

VOLUME CONTROL OUTFALL
6" PVC SDR 26 INV 772.0
TO INLET IN POPLAR RD.
32' WEST OF WESTERN BOUNDARY

40' SETBACK

10' SETBACK

T/F 782.50
STANDARD
40'X60'

T/F 784.00
STANDARD
40'X60'

T/F 785.00
LOOK OUT
40'X60'

T/F 786.00
LOOK OUT
40'X60'

SANITARY MH
RIM 782.58
INV ???.??

SANITARY MH
RIM 782.21
INV ???.??

8" SANITARY SEWER

23.80'

50' SETBACK

24' B-B

21' SANITARY SEWER EASEMENT

33' PUBLIC UTILITIES EASEMENT
ROW VACATED PER DOC#96545859

4' ALUMINUM FENCE

172.47' N89°32'44"E

172.47' N89°54'44"E

WILLOW GLEN SUBDIVISION
PER DOC#96895571

PROPOSED 10' UTILITY EASEMENT

497.49' N00°01'57"W

EX. SANITARY FORCE MAIN

REM DRIVE CUT

NEW DRIVE CUT

EX. STORM SEWER

QUENTIN ROAD

DRIVEWAY CUT TO REMOVE

WATER SERVICE (TYPICAL)

EX. 12" WATER MAIN

SANITARY MH
RIM 775.41
INV ???.??

SETBACKS

FRONT YARD	50'
REAR YARD	40'
SIDE YARD	10'

COVERAGE CALCULATIONS

LOT AREA	85,725 SF	
RESIDENCE	21,600 SF	
ROADWAY/DRIVE/WALKS	14,093 SF	
TOTAL	35,693 SF	41.6%

IMPERVIOUS AREA IS 0.82 ACS.
REQUIRED VOLUME CONTROL IS 0.068 AC-FT
PROVIDED VOLUME CONTROL IS 0.042 AC-FT

PROPOSED CONTOUR LINE
EXISTING CONTOUR LINE
+761.00 EXISTING ELEVATION
761.00 PROPOSED ELEVATION

SPIES & ASSOCIATES, INC.
Civil Engineers – Land Surveyors
534 WEST CAMPUS DRIVE
ARLINGTON HEIGHTS, ILLINOIS 60004
PH 847.577.8808 FAX 847.577.0229

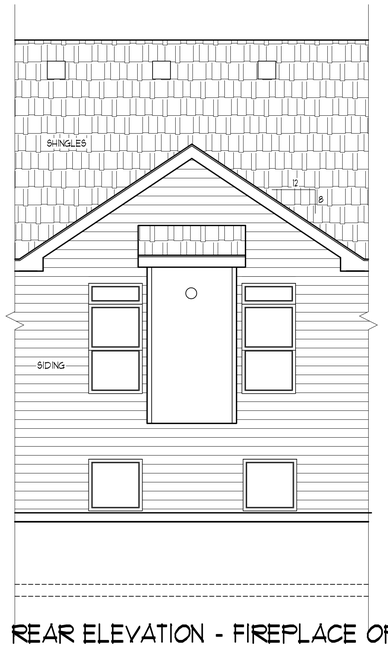
REVISIONS
PER VILLAGE 09-15-22
PER CLIENT 10-25-22

DRAWN BY:	TJS
DESIGNED BY:	TJS
CHECKED BY:	TJS
JOB NO.	5326
SCALE:	1"=20'
DATE:	07-07-22

SITE DEVELOPMENT PLAN
QUENTIN RD. PROPERTY

SHEET NO. 1 OF 1 SHEETS

Attachment: EXHIBIT: Preliminary Engineering Plans (874-912 N. Quentin Road - Preliminary Planned Development)

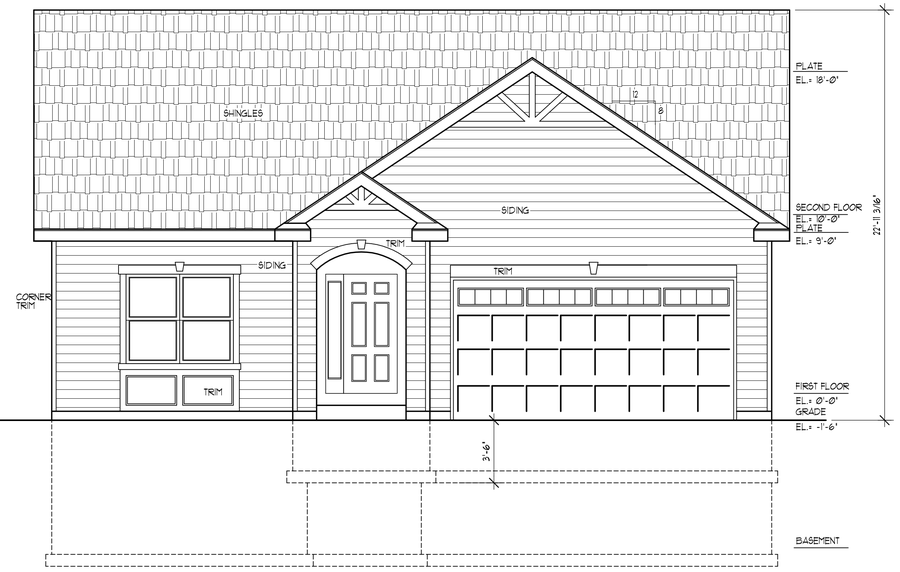


REAR ELEVATION - FIREPLACE OPTION

SCALE: 1/4" = 1'-0"

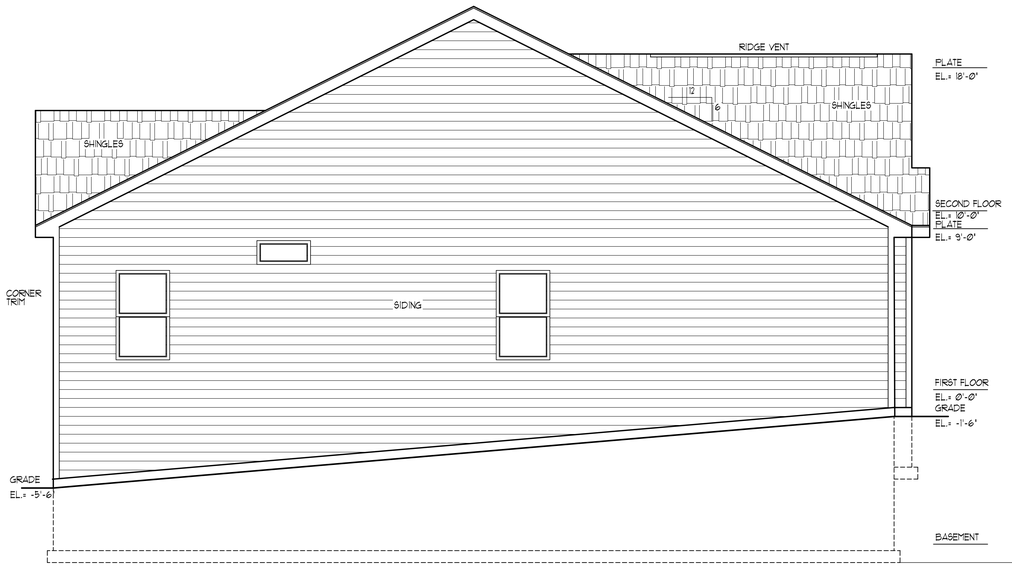
REAR ELEVATION

SCALE: 1/4" = 1'-0"



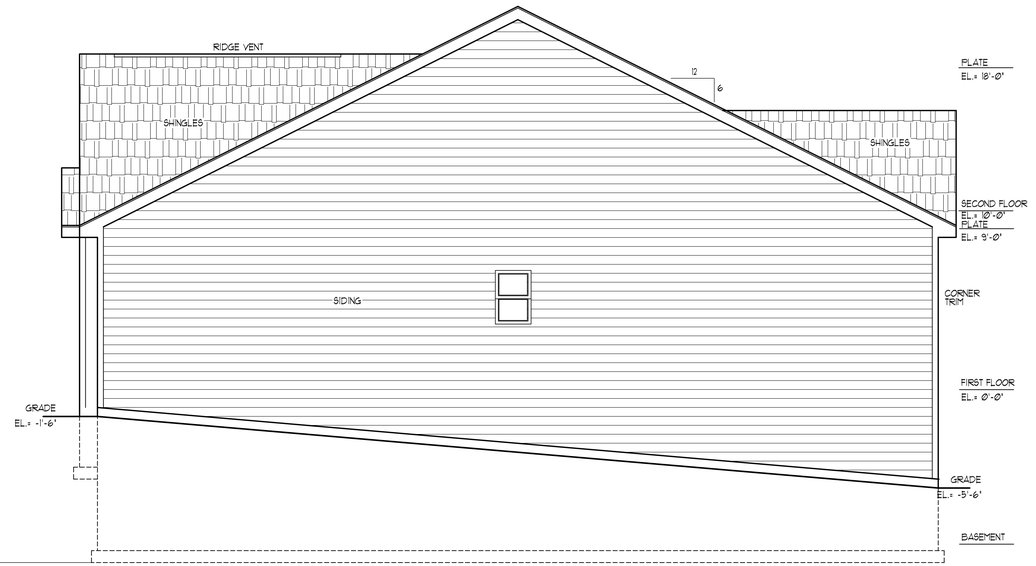
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT SIDE ELEVATION

SCALE: 1/4" = 1'-0"

STUDIO 23 ARCHITECTS

TWO STORY OPTION

ELEVATIONS

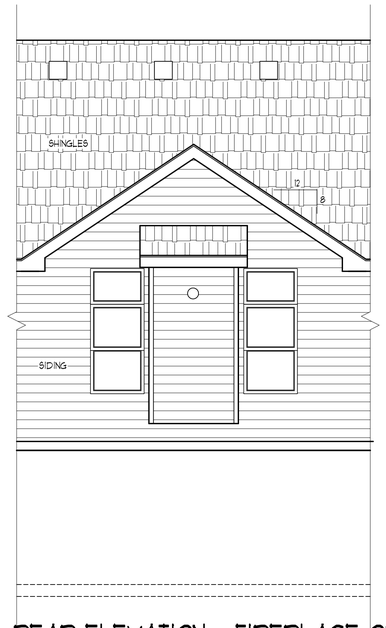
JOB NUMBER

DATE
11/1/22

REVISIONS

SHEET
A2

Attachment: EXHIBIT: Preliminary Elevations - Floorplan (Draft 1st floor) (874-912 N. Quentin Road - Preliminary Planned Development)



REAR ELEVATION - FIREPLACE OPTION

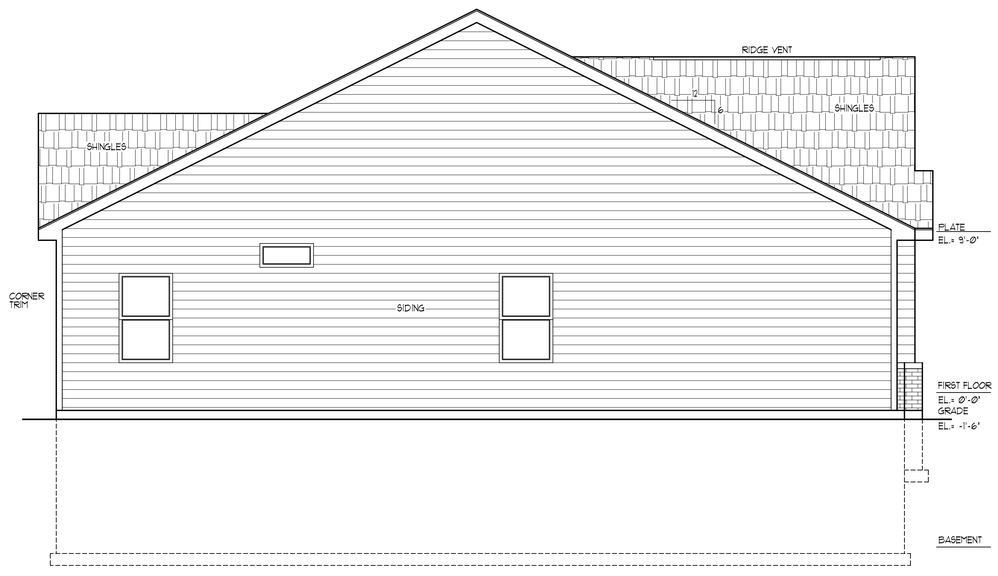
SCALE: 1/4" = 1'-0"

REAR ELEVATION

SCALE: 1/4" = 1'-0"

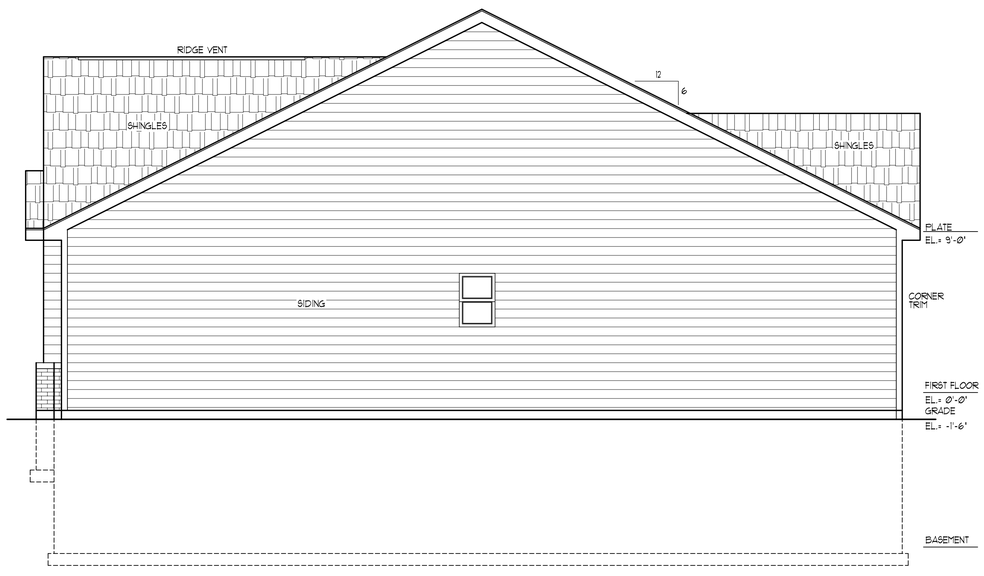
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT SIDE ELEVATION

SCALE: 1/4" = 1'-0"

STUDIO 23 ARCHITECTS
PO BOX 456
LISLE, ILLINOIS
630-811-5822

AURORA RANCH
ONE STORY OPTION

ELEVATIONS

JOB NUMBER
14-NICK6

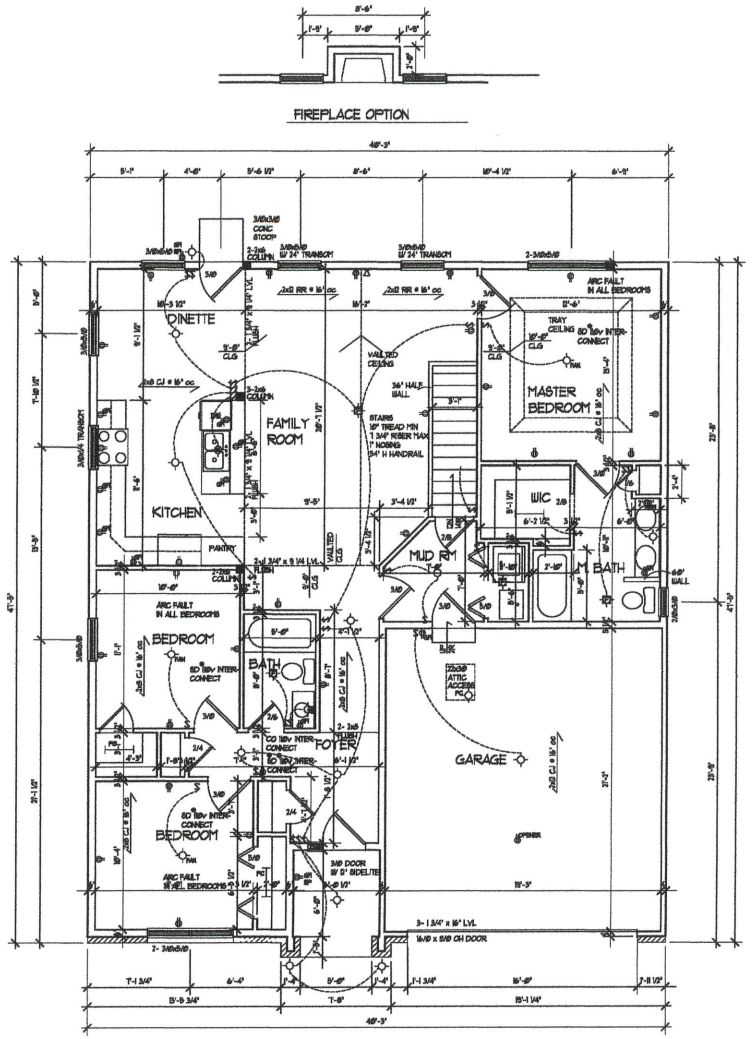
DATE
3-12-14

REVISIONS
FOR PRICING
3-18-14

SHEET
A2

Attachment: EXHIBIT: Preliminary Elevations - Floorplan (Draft 1st floor) (874-912 N. Quentin Road - Preliminary Planned

* Front Elevation - Cultured stone
LP siding



WINDOW NOTE
BEDROOM WINDOW TO BE PELLA PROLINE SIZE 3'0"x5'0" TO MEET EGRESS REQUIREMENT
ALL NEW WINDOW TO BE PELLA PROLINE W/ A U-FACTOR OF .03 MP

FLOOR AREA	
FIRST FLOOR	1432 SF

SHEET INDEX

A1 FLOOR PLANS
A2 ELEVATIONS
A3 FOUNDATION AND ROOF PLAN
A4 DETAILS AND NOTES

CODE DATA
2009 INTERNATIONAL RESIDENTIAL CODE W/ AMENDMENTS
2009 INTERNATIONAL MECHANICAL CODE W/ AMENDMENTS
2009 INTERNATIONAL FUEL GAS CODE W/ AMENDMENTS
2012 INTERNATIONAL ENERGY CONSERVATION CODE W/ AMENDMENTS
2011 NATIONAL ELECTRIC CODE W/ AMENDMENTS
2004 ILLINOIS PLUMBING CODE W/ AMENDMENTS
CITY OF AURORA CODE OF ORDINANCES

STUDIO 23 ARCHITECTS
PO BOX 464
LISLE, IL 60532
630-841-2323

AURORA RANCH
ONE STORY OPTION

FLOOR PLANS

JOB NUMBER
14-NICK6

DATE
3-12-14

REVISIONS
FOR PRICING
3-18-14

SHEET
A1

Attachment: EXHIBIT: Preliminary Elevations - Floorplan (Draft 1st floor) (874-912 N. Quentin Road -

Village of Palatine

Preliminary Planned Development

7. Briefly describe the proposed Planned Development with regards to types of uses proposed, number and types of units, development mix, amenities to be provided, etc.:

The project will have nine residences. Eight of the residences will be duplex homes, and one will be a single family residence which will be on the north end of the property.

The homes will be semi-custom homes, with one and two story options with a basement, and will range from 1,600 to 2,500 square feet The single family home, and the three duplex homes on the north will have an English lookout lower level. The maximum height of the homes will be consistent with typical two story residences. Each home will have a two car garage. The roof and exterior finishes and aesthetics will be complementary throughout the project.

There will be one driveway and direct access to Quentin Road for two duplex homes each. The single family home will have its own driveway and direct access to Quentin Road. Presently, there are five curb cuts serving the property. The location of the current cub cuts will need to be adjusted to match the plan.

Attachment: EXHIBIT: Project Narrative (874-912 N. Quentin Road - Preliminary Planned Development)

Ben Vyverberg

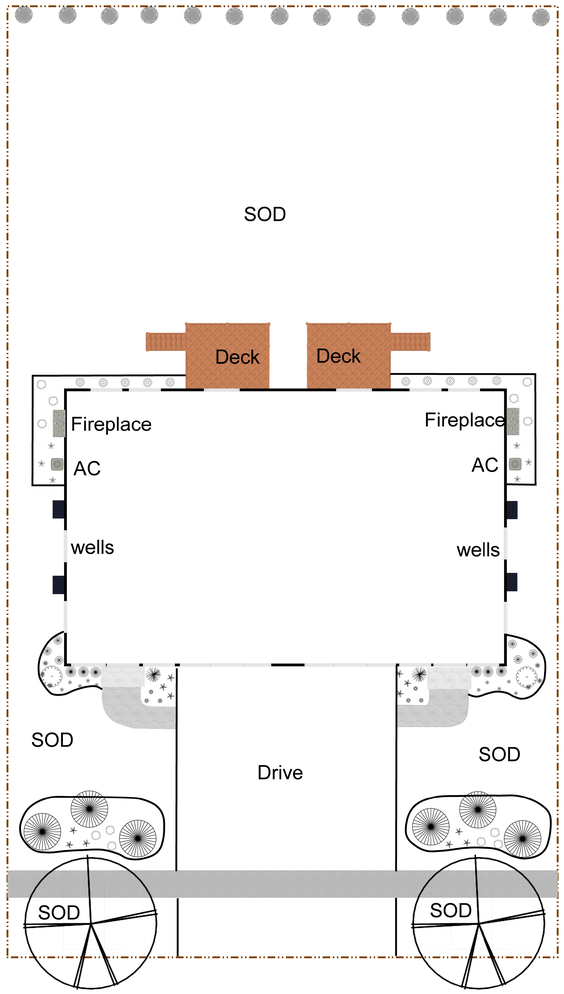
Subject: FW: Carriageway Landing
Attachments: 5132 SITE DEVELOPMENT REV 3.pdf

Ben,
In response to your email dated Nov. 3
I attached a typical ridge height for both the lookout and standard elevations sheet A2.
Also attached is updated site development sheet showing the two separate private entrances.
All building exteriors will be consistent in color with variations to front elevations. Exterior materials will include eng wood siding soffit and facia with some cultured stone veneer in front elevation. See picture. All exterior trim will be of contrast to siding.
Each villa will have 1 extra guest parking spot. See site dev sheet.
North and south property line will have a 4' fence. Villas 5-9 are showing lookout basement on site development sheet.
No building or covered deck or screened porch structure will encroach into the 40' rear setback line.
The attached site development sheet shows the new coverages and labels the 3 building towards north as lookouts at rear. We can include in the HOA the maintenance of the west side arbor vitae buffer these will be included in site landscaping plan to follow.
A new HOA will be created because of common areas and maintenance requirements. Please call me with any questions. Thank you

CJ Johnson

Attachment: EXHIBIT: Project Narrative (874-912 N. Quentin Road - Preliminary Planned Development)

Carriageway Landing



Plant Legend			
Symbol	Qty	Common	Size
	6	Black Hills Spruce	7 '
	2	Chanticleer Pear	2.5" caliper
	6	Dwarf Japanese Garden Juniper	5 gal.
	2	Dwarf Winged Euonymus	5 gal.
	13	Eastern Arborvitae	6'
	10	Geranium Max Frei	1 gal.
	10	Green Mound Current	5 gal.
	6	Japanese Yew	5 gal.
	6	Limelight Hydrangea	5 gal.
	6	Northern Drop-seed	3 gal.
	12	Rose 'Double Knock Out'	5 gal.
	2	Serviceberry	7'
	12	Stella de oro Daylily	1 gal.
	6	Tom Thumb Creeping Cotoneaster	5 gal.

Sheet Title

Revison Description No Date

Karlstedt Landscape Group,Inc.
951 W. Willow Street
Palatine,IL 60067
847 705-0332
karlstedtnd@aol.com

Attachment: Preliminary Unit Landscaping Plan and western buffer area (874-912 N. Quentin Road - Preliminary Planned Development)

Landscape Notes

Date

Job Number

Sheet Number

Graphic Scale

Ben Vyverberg

Subject: FW: Planned Development Proposal, Case No. 22-50, 874-912 N. Quentin Rd.

From: Sarah Murphy <>
Sent: Sunday, November 13, 2022 10:47 PM
To: Ben Vyverberg <BVyverberg@palatine.il.us>
Cc: Reid Ottesen <ROttesen@palatine.il.us>; Tim Millar <TMillar@palatine.il.us>; Jim Schwantz <JSchwantz@palatine.il.us>; Marcus Orofino <>; Grace Orofino <>; Julie Picchiotti <>; Nannette Harris <>; Schalk van der Walt <>
Subject: Planned Development Proposal, Case No. 22-50, 874-912 N. Quentin Rd.

Caution: This is an external email, Please take care when clicking links or opening attachments. When in doubt, please talk with the sender or check with VOP IT

Ben Vyverberg
Director of Planning and Zoning
Village of Palatine
200 W Wood Street
Palatine, IL 60067

13 November 2022

Dear Mr. Vyverberg:

We are writing to you with regard to the Planned Development proposal to develop 874-912 N. Quentin Road. As you are aware, 874-912 N Quentin Road both backs to and faces long-standing single-family homes.

We believe the concept for the proposed Planned Development, as shared by the petitioner with one of our neighbors prior to Village review, was generally suitable for the neighborhood. This plan called for single-family ranch-style duplexes, at a 60-foot setback at the rear of the proposed development and from the property line of the single-family homes directly to the west.

We are concerned by changes made since the Village review, which would move the duplex units to a minimum setback of 40 feet, negatively impacting our properties. A 40-foot setback, in combination with the elevation of the lot, will result in a loss of privacy and use of our homes and reduces the greenspace behind the development, which will exacerbate the already-considerable risk of water runoff from the developed parcel.

We ask the Village to work with the petitioner to restore the original concept and note that restoration of the 60-foot setback would significantly reduce the impact on our homes. This could be potentially accomplished through modifications to the parking and access plan in the front of the building, and allowing one additional cut onto Quentin. Three cuts would represent a reduction in the current cuts onto the parcel and would result in half as many access points for the duplex residences as those for the single-family homes on the opposite side of Quentin, each of which has its own, or dual cuts, onto Quentin.

Attachment: Quentin Road - Resident request for increased rear yard setback email (874-912 N. Quentin Road - Preliminary Planned

We would request that the landscaping envisioned at the rear of the development be required to be placed outside and to the east of the 10-foot public utility easement area, to further reduce the visibility and privacy issues experienced by our homes from this development.

While the concept of the proposed planned development is on balance appropriate for the neighborhood, it should not result in the loss of quality of life, privacy, and use of our homes, particularly when these negative externalities on existing homeowners can be mitigated through minimal, feasible, and reasonable adjustments.

Sincerely,

Toshiko Lin
901 N Franklin Ave
Palatine, IL 60067

Grace and Marcus Orofino
913 N Franklin Ave
Palatine, IL 60067

Sarah Murphy and Schalk van der Walt
925 N Franklin Ave
Palatine, IL 60067

Julie and Mitch Picchiotti
939 N Franklin Ave
Palatine, IL 60067

Nannette Harris
825 W Poplar St
Palatine, IL 60067

CC Reid Ottesen, Village Manager; Jim Schwantz, Mayor; Tim Millar, District 1 Councilmember

Attachment: Quentin Road - Resident request for increased rear yard setback email (874-912 N. Quentin Road - Preliminary Planned

Ben Vyverberg

Subject: FW: Planned Development Proposal, Case No. 22-50, 874-912 N. Quentin Rd.

From: LORENE HARDER <>
Sent: Tuesday, November 15, 2022 4:07 PM
To: Ben Vyverberg <BVyverberg@palatine.il.us>; Tim Millar <TMillar@palatine.il.us>
Subject: Planned Development Proposal, Case No. 22-50, 874-912 N. Quentin Rd.

Caution: This is an external email, Please take care when clicking links or opening attachments. When in doubt, please talk with the sender or check with VOP IT

Good afternoon Mr. Vyverberg, I am writing to let you know that I am aware of the proposal for the **Planned Development Proposal, Case No. 22-50, 874-912 Quentin Rd** and **I support existing homeowners request for a greater setback.**

I'd appreciate if you would ensure my concerns are brought forward to the meeting tonight. Unfortunately, I am unable to attend.

Thank you so much!

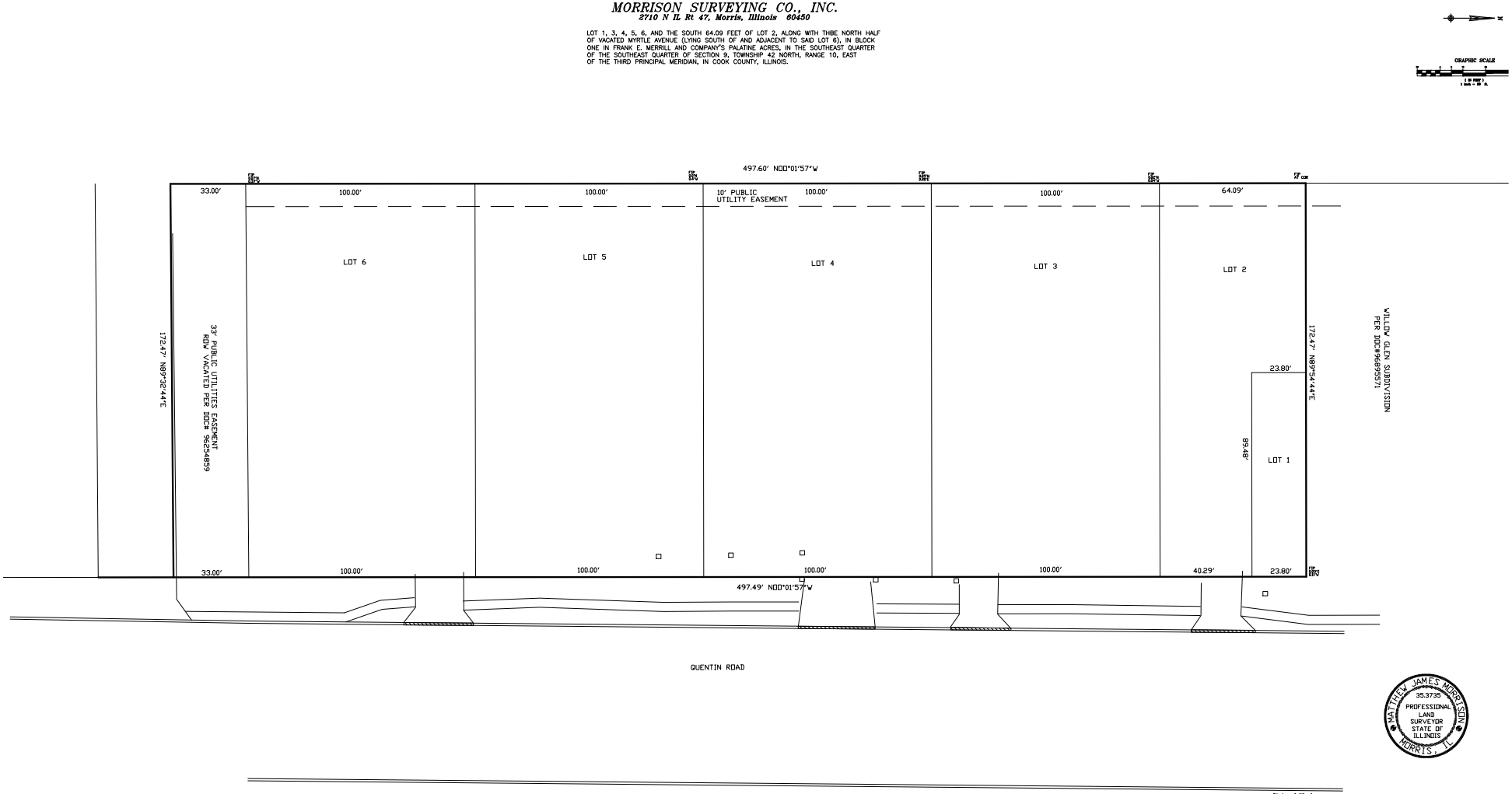
Lorene Harder
872 N. Maple Ave

Attachment: Quentin Road - Resident request for increased rear yard setback email (874-912 N. Quentin Road - Preliminary Planned

PLAT OF SURVEY

MORRISON SURVEYING CO., INC.
2710 N IL Rt 47, Morris, Illinois 60450

LOT 1, 3, 4, 5, 6, AND THE SOUTH 64.09 FEET OF LOT 2, ALONG WITH THBE NORTH HALF OF VACATED MYRTLE AVENUE (LYING SOUTH OF AND ADJACENT TO SAID LOT 6), IN BLOCK ONE IN FRANK E. MERRILL AND COMPANY'S PALATINE ACRES, IN THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 9, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.



MATTHEW JAMES MORRISON 35.3735 PROFESSIONAL LAND SURVEYOR STATE OF ILLINOIS MORRIS, IL

State of Illinois)
County of Grundy)s.s.

We, MORRISON SURVEYING CO INC., (PDF License #184-003915) do hereby certify that we have surveyed the property described in the caption to the plat hereon drawn and that this professional service conforms to the current Illinois minimum standards for a boundary survey. All dimensions are in feet and decimal parts of a foot and are correct at a temperature of 68 degrees farenheight. Dimensions shown on buildings are to the outside of buildings.
Given under my hand and seal at Morris, Illinois. Date: 07-07-22

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-3735 License Expires 11/30/22

SPIES & ASSOCIATES, INC.
Civil Engineers – Land Surveyors
534 WEST CAMPUS DRIVE
ARLINGTON HEIGHTS, ILLINOIS 60004
PH 847.577.8808 FAX 847.577.0229

REVISIONS

DRAWN BY:	TJS	JOB NO.	5326
DESIGNED BY:	TJS	SCALE:	1"=20'
CHECKED BY:	TJS	DATE:	07-07-22

PLAT OF SURVEY
QUENTIN ROAD PROPERTY

SHEET NO. 1 OF 1 SHEETS

Attachment: Plat of Survey (874-912 N. Quentin Road - Preliminary Planned Development)

VILLAGE OF PALATINE

VILLAGE OF PALATINE
Plan Commission

REVIEWED 11/15/22 07:00 PM

CASE STAFF STATEMENT (ID # 7990)

Preliminary Planned Development to allow a 9-unit (4 duplex units and 1 single unit) residential development at 874-912 N. Quentin Road

CASE NUMBER: 22-50

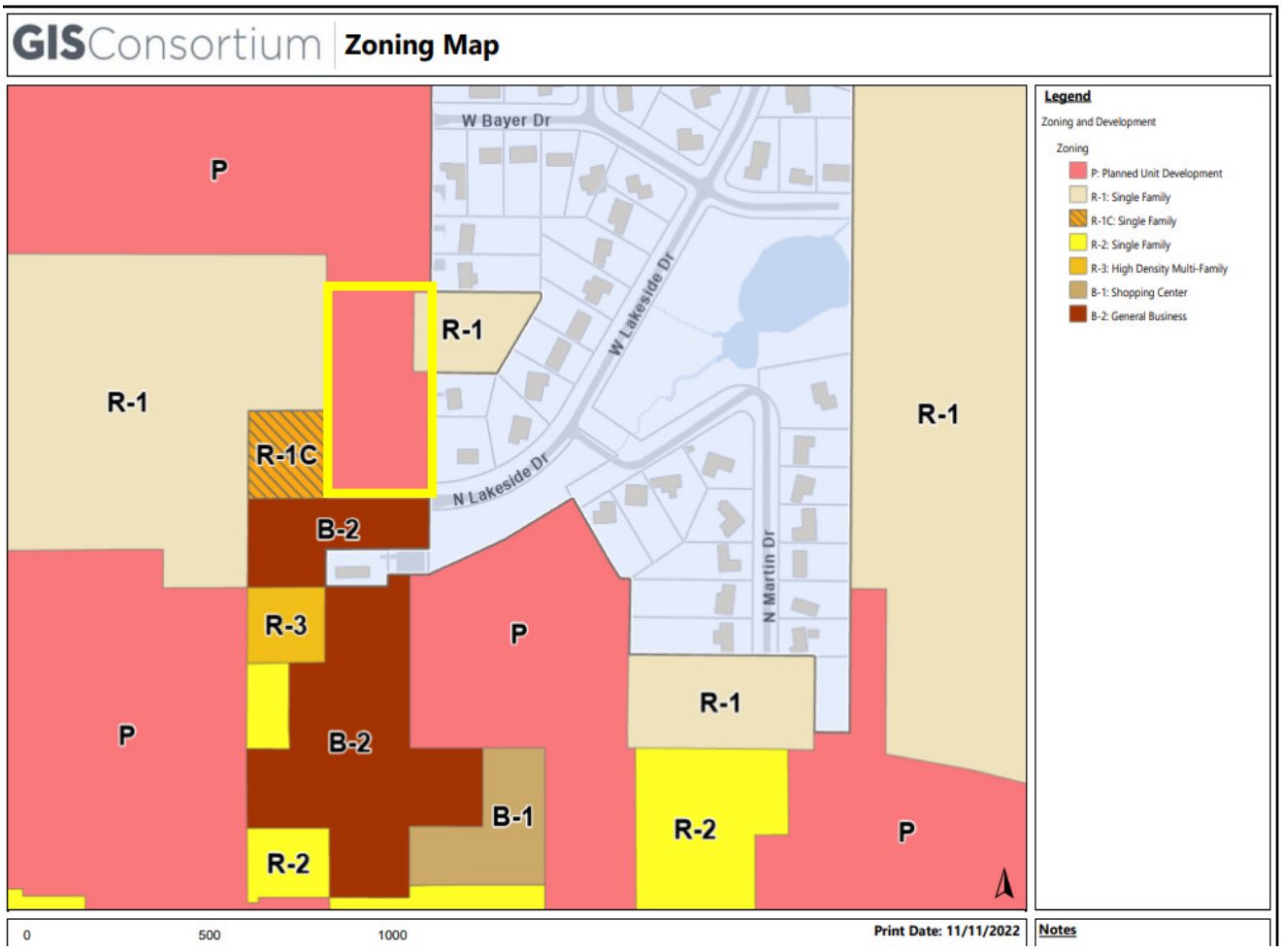
PETITIONER: C.J. Johnson - Latitude Building and Development LLC, with Michael R. Ek as the authorized agent.

LOCATION: 874-912 N. Quentin Road

PROPOSAL: 9-unit (4 duplexes and 1-single-unit) residential development on a 1.97-acres property. The ranch-style units are accessed through two centralized curb cuts onto Quentin Road, with separate driveways to the units and additional guest parking distributed throughout the development.

ZONING AND LAND USE: Planned Development and vacant (the previous memory care facility Planned Development expired in 2016). The property has been vacant and unused since that time. The current and surrounding zoning designations are found in the map below:

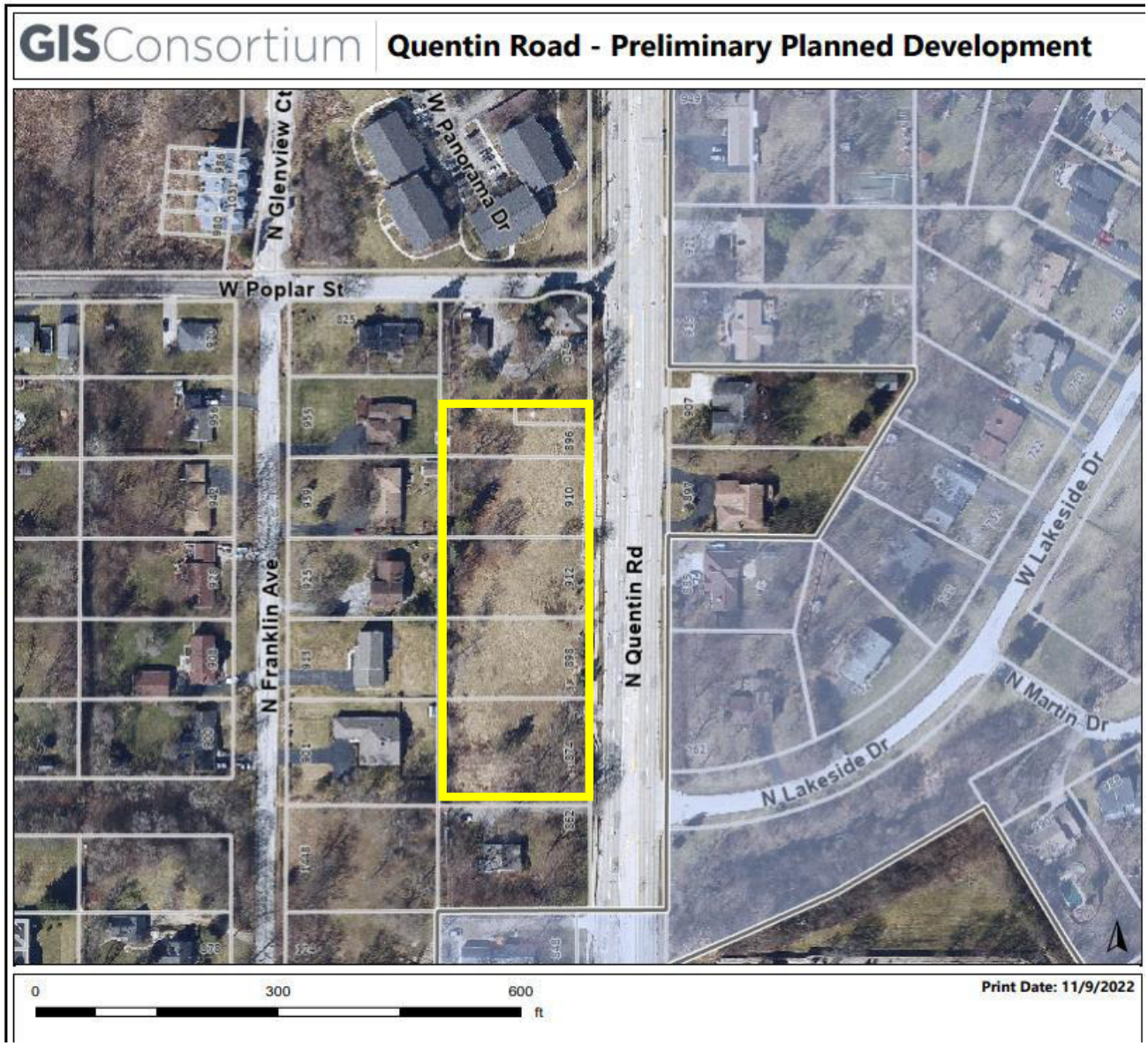
Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)



SURROUNDING CONDITIONS:

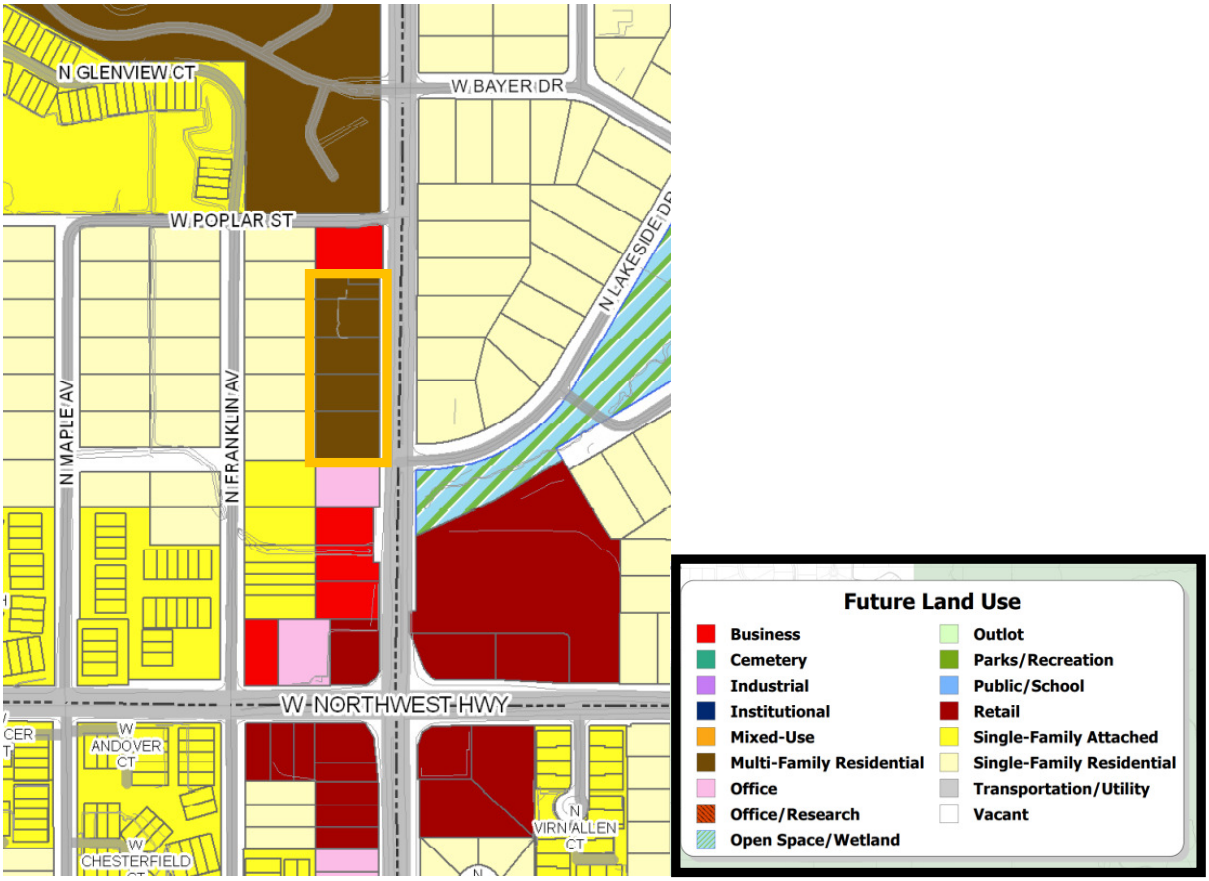
North:	Planned Development – vacant building
South:	B-2 General Business – real estate office
East:	Unincorporated Cook County (Lake Park Estates Subdivision) and 2 Quentin Road lot within the Village of Palatine
West:	Franklin Avenue –single-family homes; R-1 zoning district

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)



COMPREHENSIVE PLAN: The Future Land Use Map recommends that the Subject Property be utilized for multi-family residential uses. This is linked to the previously approved memory care and Alzheimer's residential development. That recommendation is also consistent with other similar senior care facilities within the Village.

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)



BACKGROUND:

- The Subject Property was previously approved for a memory care residential development. That development was never effectuated and the approval expired in 2016. The property has been vacant and unused since that time. A multi-family use was requested in 2021 and was not ultimately approved. The Petitioner is requesting a Preliminary Planned Development to develop 9 units (4 duplexes and 1-single-unit) accessed through two curb cuts from N. Quentin Road. In addition to the 2-car garages and driveway parking pads for each home site, there are also 9 additional parking spaces located adjacent to each unit.

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

Historical Land Uses and Previous Development Approvals:

- The Subject 6 lots were annexed in 2002. These properties previously operated as a single-family home, commercial nursery, and a legal/real estate office. Through annexation, they were initially zoned R-1 and subsequently rezoned to Planned Development in 2002.
- In 2002 Planned Development (Ordinance #O-43-02) identified the following commercial uses on the property:
    - Landscaping contractor's yard;
    - Retail landscaping facility; and
    - Professional offices.
- In 2009, the property was conditionally rezoned to B-2 General Business district, which was also not effectuated.
- In 2011, a Planned Development (Ordinance #O-136-11) for a 75-room Alzheimer's/memory care use was approved. The plan was amended in 2012, reducing the room count to 69. The Planned Development expired and the property has remained vacant since that time.

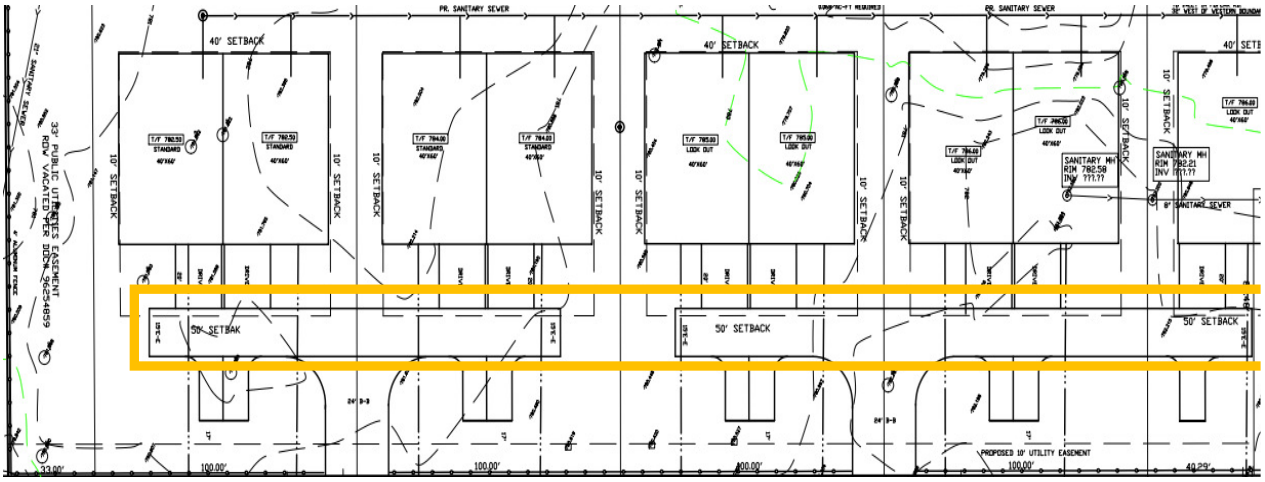
ANALYSIS:

- The Subject Property is 1.97 acres and does not include the vacant office building at 920 N. Quentin Road (southwest corner of Quentin Road and Poplar Street). The proposed density is 4.56 units/acre and is comparable to the R-2 single-family residential density of 4.84 units/acre.
- The site plan contemplates 2 curb cuts onto N. Quentin Road, with a shared north-south drive accessing each of the unit driveways and the 9 additional guest parking spaces provided, within the site.

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

- The follow table identifies the required and provided parking rations for the proposal:

		Parking provided:
Garage parking	(18 spaces @ 2/unit)	18
Driveway parking	(18 spaces @ 2/unit)	18
Guest parking	(9 spaces for 9 units)	9
Total parking provided	45 spaces for 9 units	**45 spaces = 5 spaces/unit)**



- Per existing conditions on the property, there are presently 4 curb cuts for the lots. As previously noted, Quentin Road is a Cook County controlled corridor and the right-of-way and access is under the Cook County Highway Department jurisdictional control. Staff supports the consolidation of access points within the site.

- The proposed curb cut access drives measure 24-feet back of curb to back of curb and turn into a shared private driveway providing access to each of the 9 units throughout the site.

- There is an existing public sidewalk along Quentin Road on the east side of the

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

site. It would be maintained as part of this development.

- The proposed units provide the following setbacks:

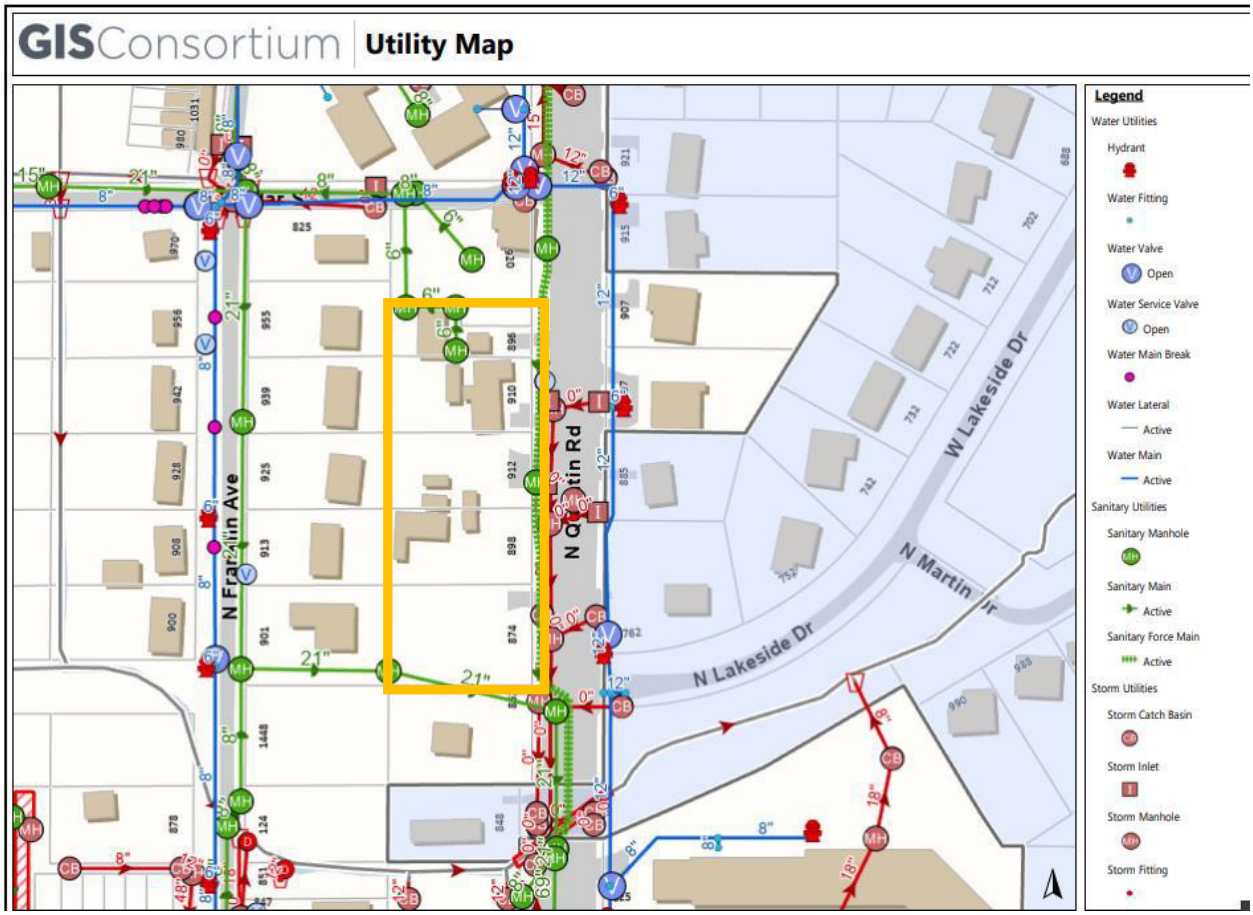
Yard	Setback
Front (Quentin Road)	50 minimum (* actual @ 70 feet, with 20-foot driveways)
Rear (west side adjacent to the Franklin Avenue homes)	40 feet
Interior Side yards (north and south sides)	10 feet

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

Preliminary engineering considerations

- Utilities exist in the area and are proximate to the site:



- As an existing condition, the property drains southeast to northwest and there is an approximate 10-foot grade differential in that direction. Water would be accessed from the east side of Quentin Road and the sanitary sewer service would come from an existing service line on the west side of the property and ultimately connect through Poplar Street.

- Volume control would have to be provided and would be addressed through the Final Engineering plan submission. The preliminary plans depict the volume

control within the rear yards of the property to incorporate the existing grading conditions to achieve this requirement.

- The Village Engineer has initially reviewed the preliminary plans. At this time, the proposed plans did not generate any engineering concerns or conditions, but the Village Engineer reserves the right to impose additional requirements and conditions, upon Final Engineering review.

Architecture and preliminary landscaping

- The project narrative identifies the ranch-style homes having a one or two-story option, with a basement and ranging in size from 1,600-2,500 square feet. The proposed building materials indicate a cultured stone veneer on the front elevation and LP siding. All of the exterior trim would be contrasting to the siding. The preliminary elevations indicate that the height of the homes could range from approximately 23 feet to 28 feet in height.

- The northern four buildings are anticipated to have a lookout basement, due to the existing grades in this area. A representational and preliminary landscaping plan is a component of the preliminary plan. Various yard and foundation plantings, in addition to arbor vitae plantings along the western property line are planned. The initial plans also identify a 4-foot wrought-iron style fence surrounding the property.

RECOMMENDATIONS:

Since its incorporation into the Village, the Subject Property has maintained a variety of land uses. Given its direct adjacency to single-family residential uses on along the west side of the property and multi-family uses directly across Poplar Street, an identified land use for the property has not been established, notwithstanding the unimplemented memory care use. The proposed density is appropriate for the land use and the plans would reduce the number of existing access points to the site. With an established parking ration of 5 spaces/unit, Staff does not have any existing parking concerns with the proposal. Also, the height of the ranch-style homes, should not impact the surrounding residential properties.

Therefore, Staff recommends approval of the Preliminary Planned Development, subject to the following conditions:

1. **All extra agency permits shall be submitted in a manner acceptable to the Village Engineer.**

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

2. **The Engineers Estimate of Probable Cost (EEOPC) shall be submitted in a manner acceptable to the Village Engineer.**
3. **Review fees, based upon the finally accepted EEOPC shall be submitted in a manner acceptable to the Village Engineer.**
4. **The Final Architectural Plans shall be revised in a manner acceptable to the Director of Community Development/Planning and Zoning, including the final material quantities and distribution.**
5. **The Final Landscaping Plan shall be revised in a manner acceptable to the Director of Planning and Zoning. The plan should review the ability to maintain any of the existing healthy trees within the property.**
6. **A Public Improvement letter of credit in an amount of 115% of the approved EEOPC, for said public improvements, shall be submitted in a manner acceptable to the Village Engineer.**
7. **A Planned Development Letter of Credit in the amount of $90,000 – ($10,000/unit, per Article 14 of the Zoning Ordinance) shall be submitted in a manner acceptable to the Director of Planning and Zoning.**
8. **If required, a Final Plat of Subdivision shall be submitted in a manner acceptable to the Village Engineer and Director of Planning and Zoning. As determined by the Village Attorney, the HOA declarations shall be submitted and revised in a manner acceptable to the Village Attorney.**
9. **A construction management plan shall be submitted in a manner acceptable to the Director of Planning and Zoning and the Village Engineer and shall outline the proposed development schedule and identify the material delivery routes and proposed parking areas for the contractors, in conjunction with the building permit application submission.**

ATTACHMENTS:

- Aerial Map
- PRELIMARY ENG - SITE DEVELOPMENT Plan REV 3
- Preliminary elevations
- DRAFT 1st floorplan duplex units
- ENG - Gradimg - Existing conditions survey

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

- ENG - Plat of Survey
- Representational elvation for material style - not proposed colors
- Preliminary Duplex landscaping plan and landscaped buffer - west side of property - Carriagway Landing
- Project Narrative
- Preliminary Planned Development application
- Legal notice

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

GISConsortium | Quentin Road - Preliminary Planned Development

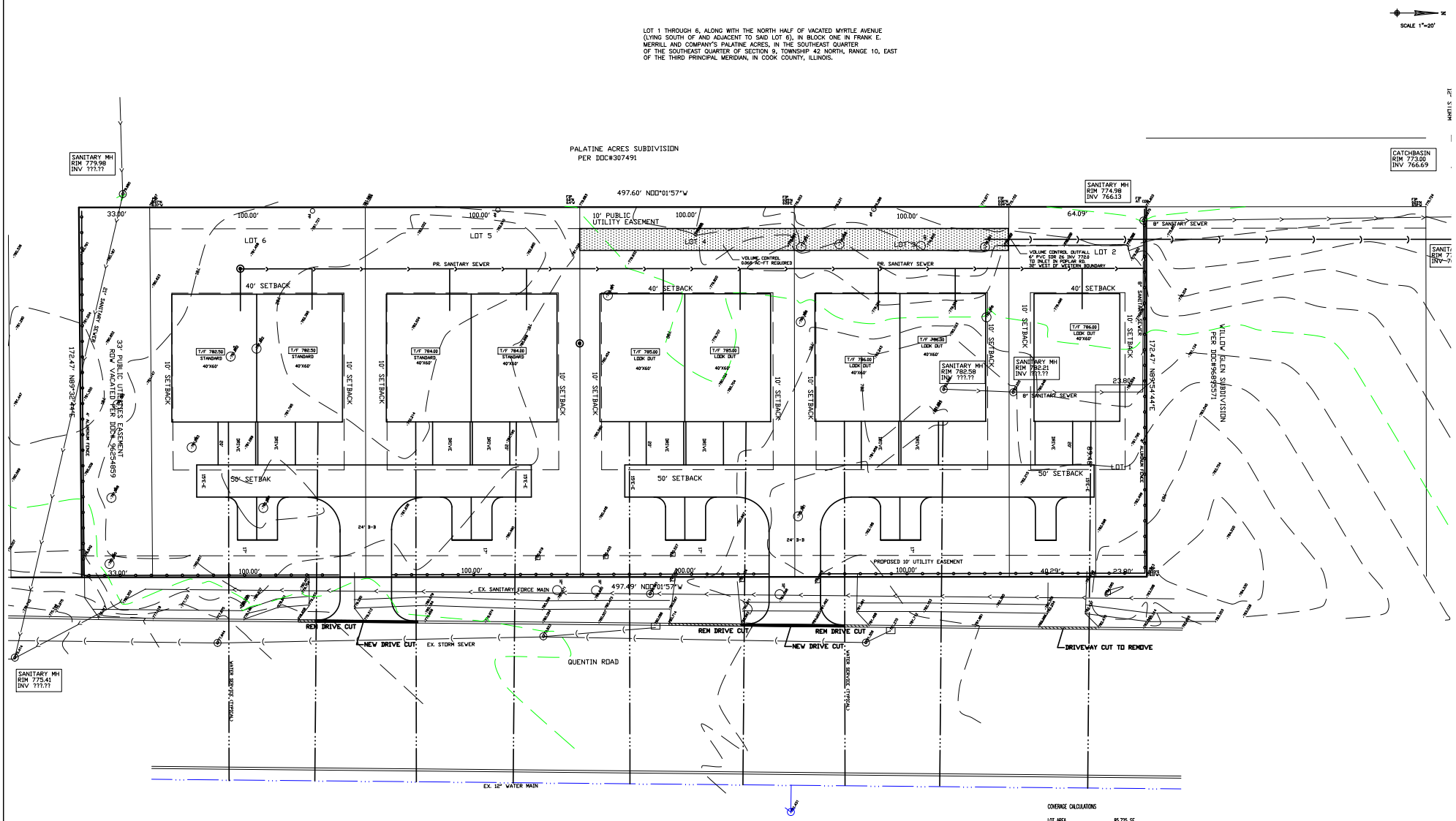
Legend

0 300 600 ft

Print Date: 11/9/2022

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.



SPIES & ASSOCIATES, INC.
Civil Engineers – Land Surveyors

534 WEST CAMPUS DRIVE
ARLINGTON HEIGHTS, ILLINOIS 60004
PH 847.577.8808 FAX 847.577.0229

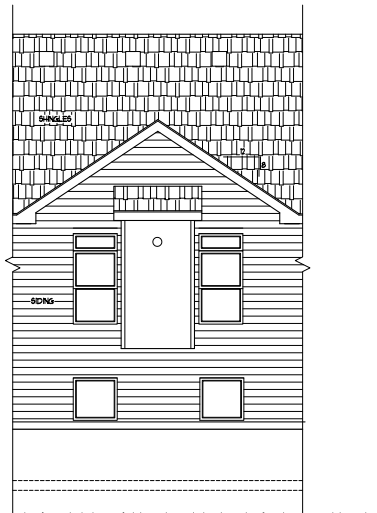
REVISIONS
PER VILLAGE 09-15-22
PER CLIENT 10-25-22

DRAWN BY: TJS	JOB NO. 5326
DESIGNED BY: TJS	SCALE: 1"=20'
CHECKED BY: TJS	DATE: 07-07-22

SITE DEVELOPMENT PLAN
QUENTIN RD. PROPERTY

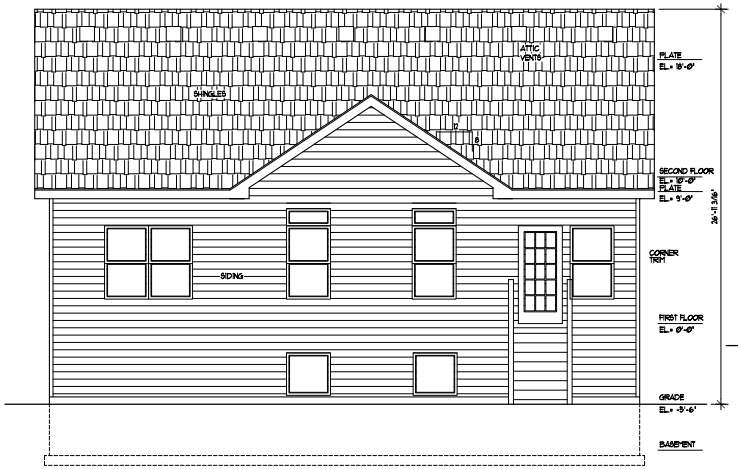
SHEET NO. 1 OF 1 SHEETS

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned
Attachment: PRELIMARY ENG - SITE DEVELOPMENT Plan REV 3 (Preliminary Planned Development to allow a 9-unit residential development -874-912 N. Quentin Road)



REAR ELEVATION - FIREPLACE OPTION

SCALE: 1/4" = 1'-0"



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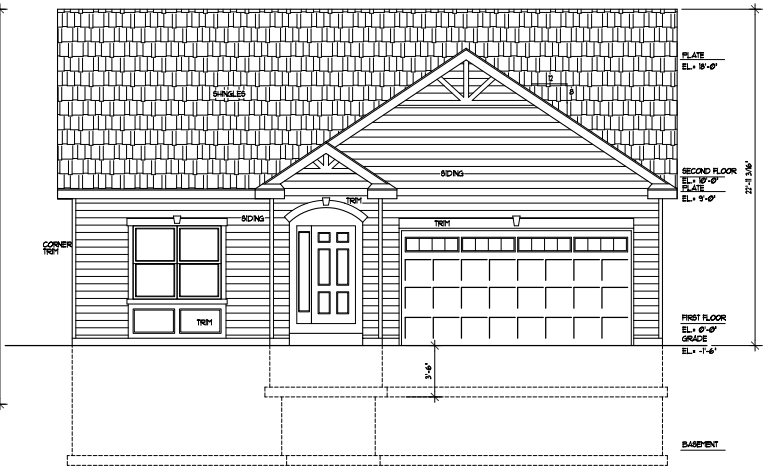
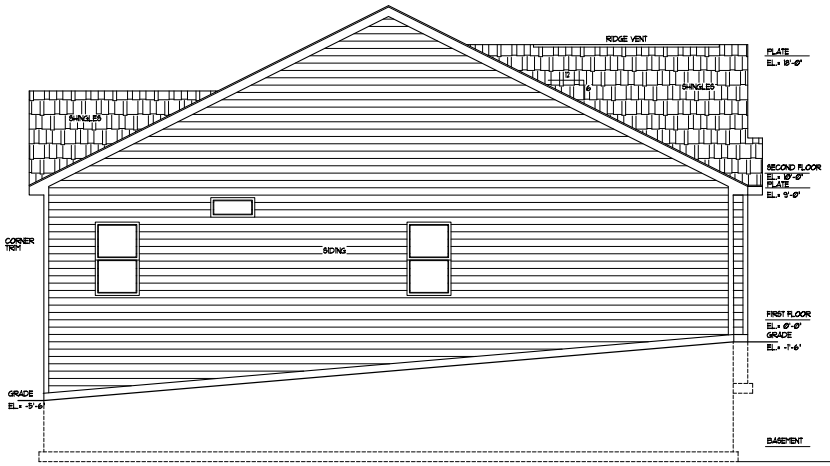


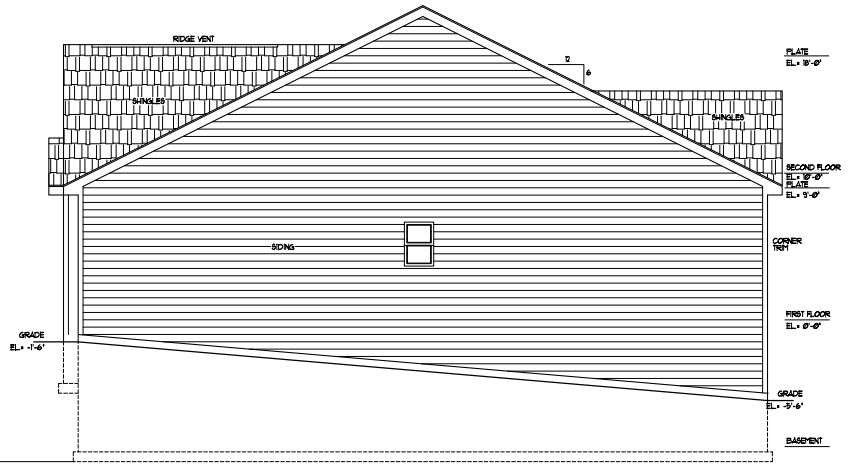
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT SIDE ELEVATION

SCALE: 1/4" = 1'-0"

STUDIO 23 ARCHITECTS

TWO STORY OPTION

ELEVATIONS

JOB NUMBER

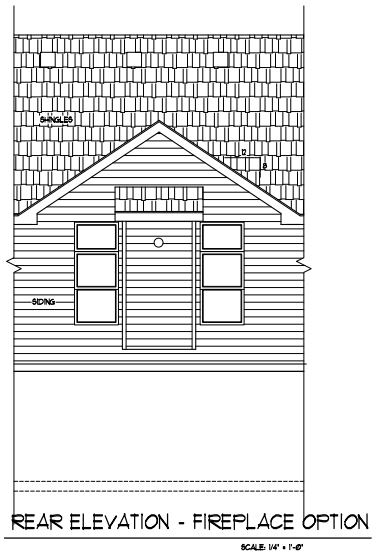
DATE
11/1/22

REVISIONS

SHEET
A

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned

Attachment: Preliminary elevations (Preliminary Planned Development to allow a 9-unit residential development -874-912 N. Quentin Road)

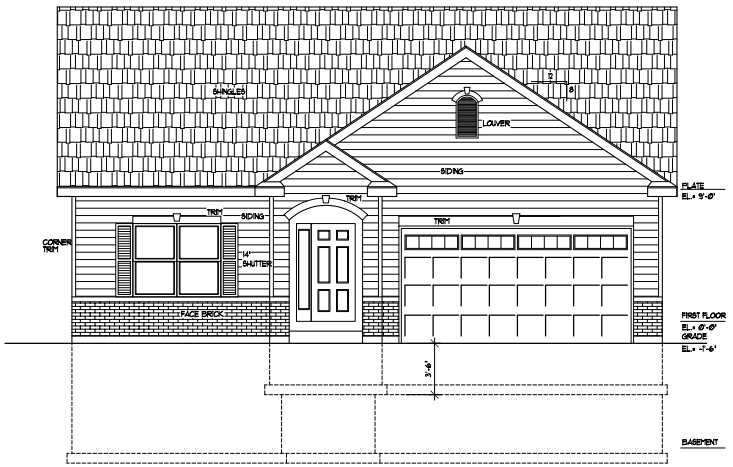


REAR ELEVATION - FIREPLACE OPTION

SCALE: 1/4" = 1'-0"

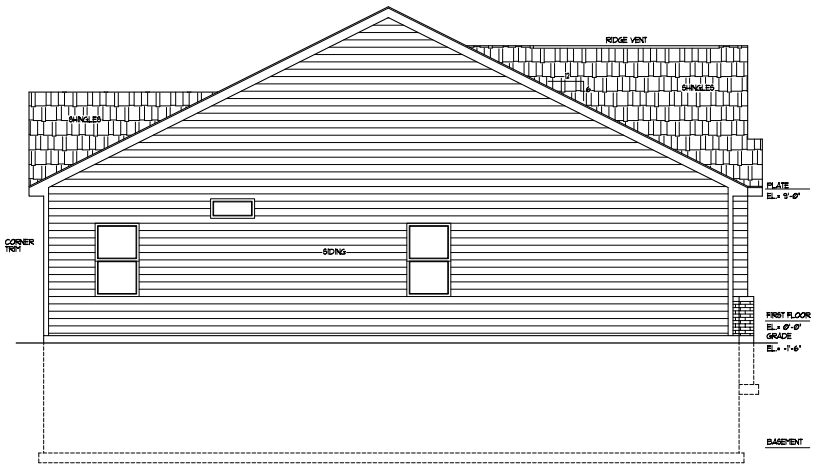
REAR ELEVATION

SCALE: 1/4" = 1'-0"



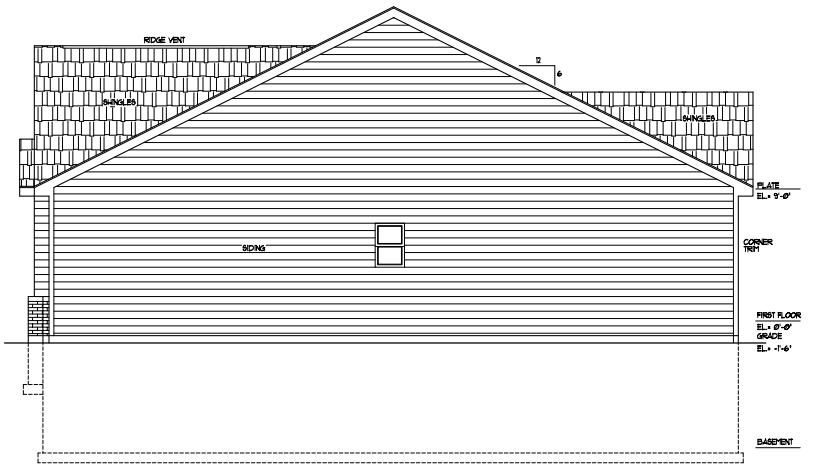
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT SIDE ELEVATION

SCALE: 1/4" = 1'-0"

STUDIO 23 ARCHITECTS

AURORA RANCH
ONE STORY OPTION

ELEVATIONS

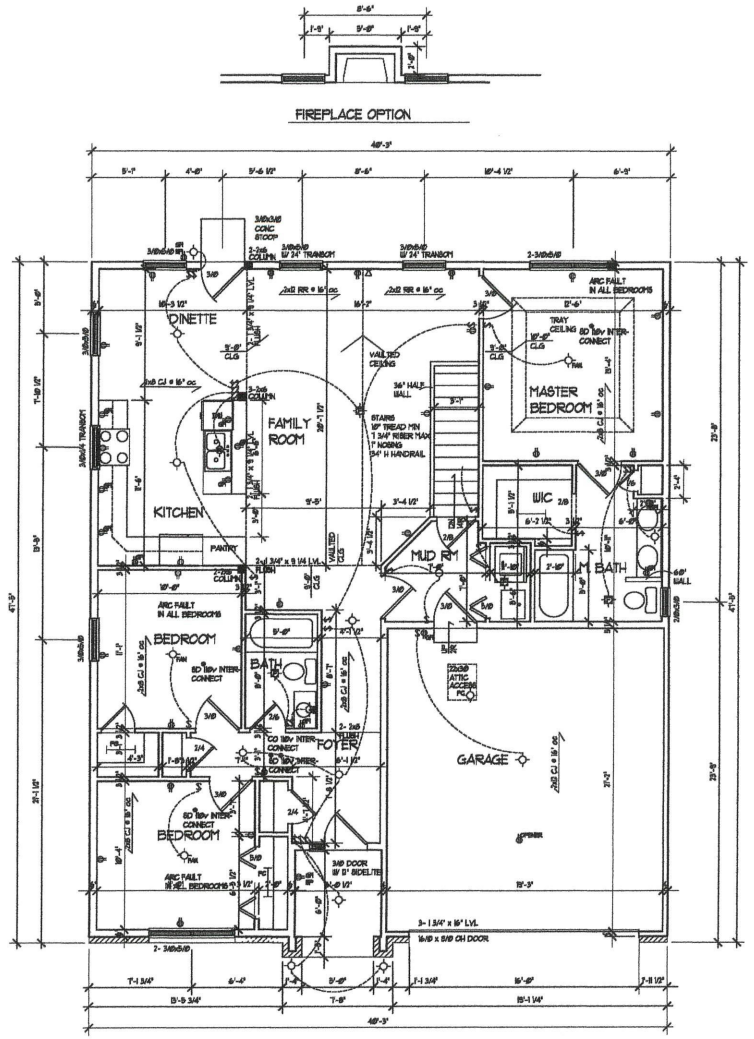
JOB NAME
14-NIC

DATE
3-12-1

REVISIONS
FOR P
3-18-1

SHEET

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned



FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

WINDOW NOTE
BEDROOM WINDOW TO BE PELLA PROLINE SIZE 3'0"x5'0" TO MEET EGRESS REQUIREMENT
ALL NEW WINDOW TO BE PELLA PROLINE W/ A U-FACTOR OF .03 or

FLOOR AREA	
FIRST FLOOR	1432 SF

SHEET INDEX

A1 FLOOR PLANS
A2 ELEVATIONS
A3 FOUNDATION AND ROOF PLAN
A4 DETAILS AND NOTES

CODE DATA

2009 INTERNATIONAL RESIDENTIAL CODE W/ AMENDMENTS
2009 INTERNATIONAL MECHANICAL CODE W/ AMENDMENTS
2009 INTERNATIONAL FUEL GAS CODE W/ AMENDMENTS
2012 INTERNATIONAL ENERGY CONSERVATION CODE W/ AMENDMENTS
2011 NATIONAL ELECTRIC CODE W/ AMENDMENTS
2014 ILLINOIS PLUMBING CODE W/ AMENDMENTS
CITY OF AURORA CODE OF ORDINANCES

STUDIO 23 ARCHITECTS
PO BOX 464
LISLE, IL 60532
630-841-2323

AURORA RANCH
ONE STORY OPTION

FLOOR PLANS

JOB NUMBER
14-NICK6

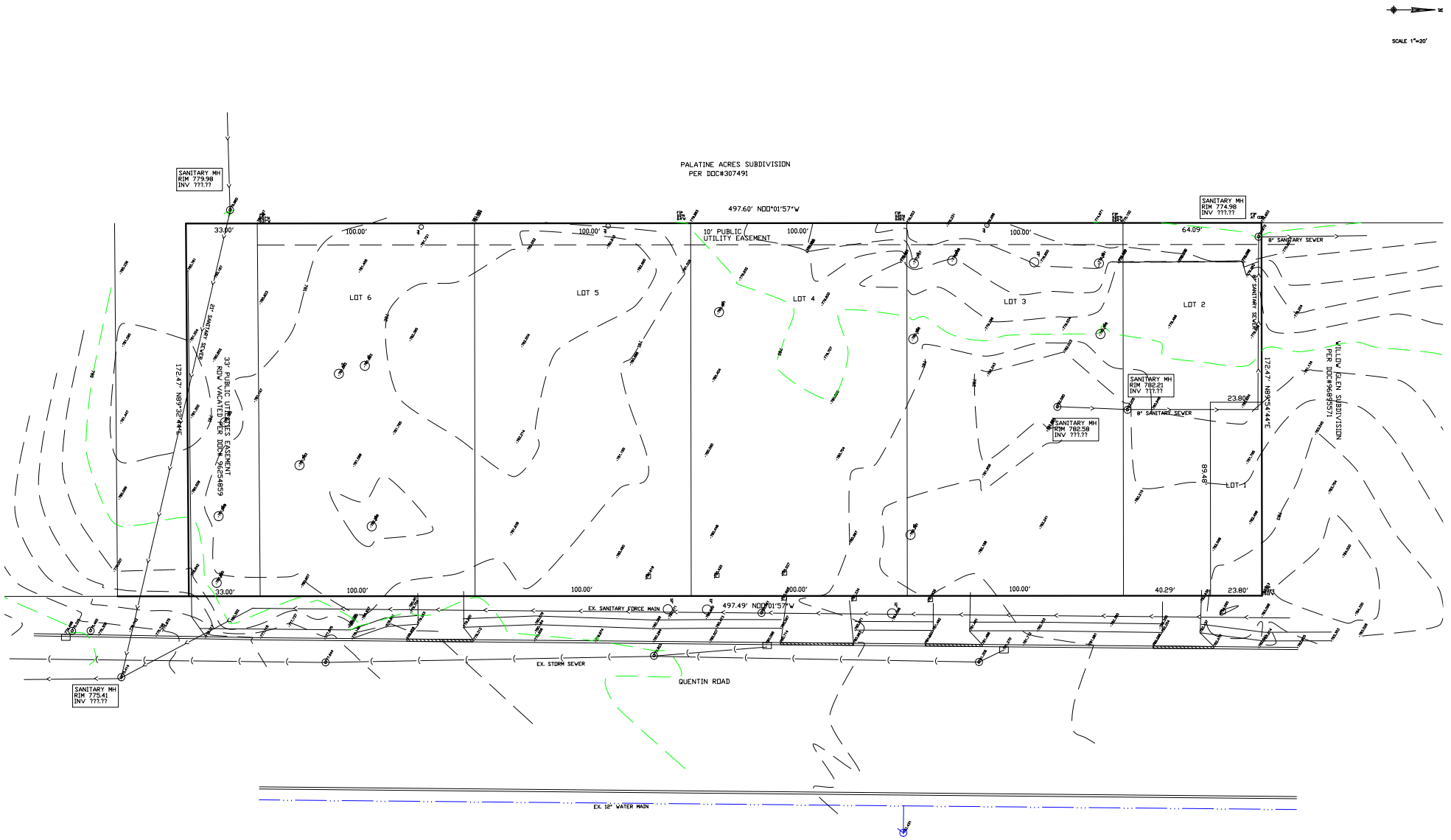
DATE
3-12-14

REVISIONS
FOR PRICING
3-18-14

SHEET
A1

* Front Elevation - Cultured stone
LP siding

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned



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REVISIONS

DRAWN BY: TJS	JOB NO. 5326
DESIGNED BY: TJS	SCALE: 1"=20'
CHECKED BY: TJS	DATE: 07-07-22

EXISTING CONDITIONS
QUENTIN RD. PROPERTY

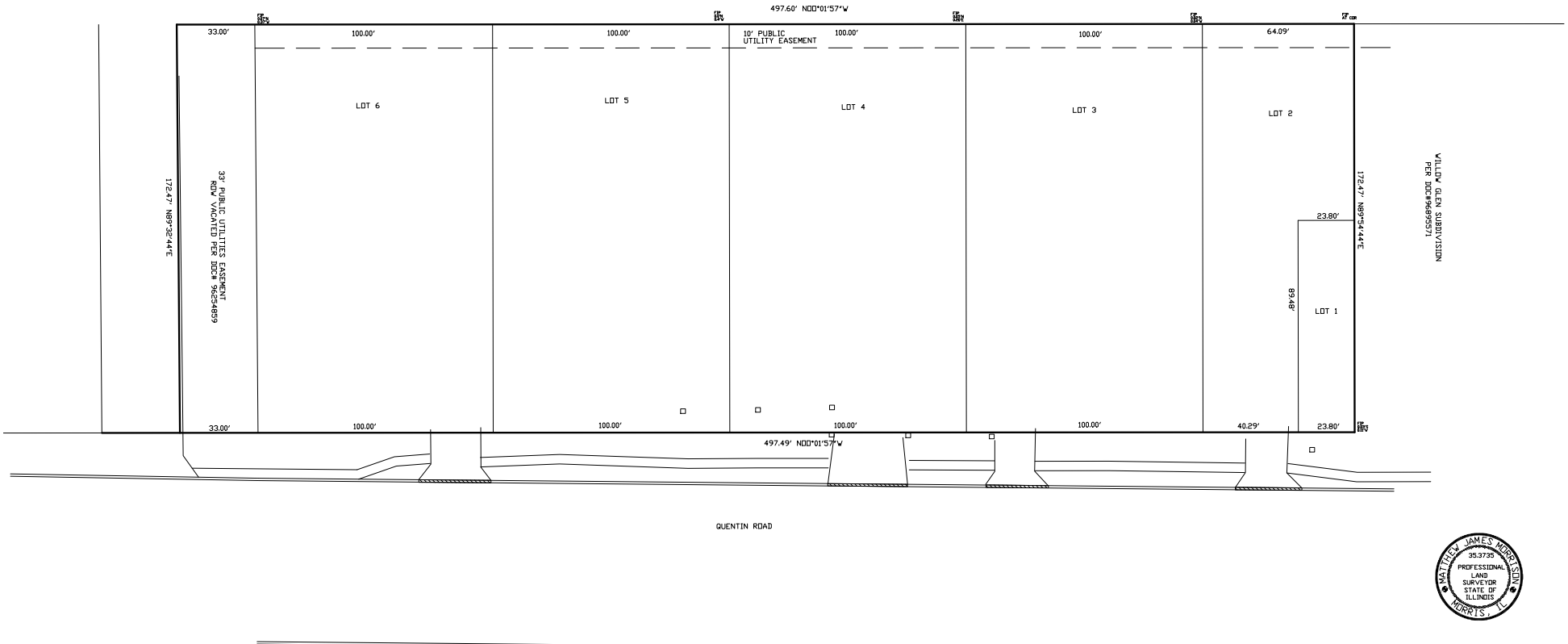
SHEET NO. 4 OF 11 SHEETS

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned

PLAT OF SURVEY

MORRISON SURVEYING CO., INC.
2710 N IL Rt 47, Morris, Illinois 60450

LOT 1, 3, 4, 5, 6, AND THE SOUTH 64.09 FEET OF LOT 2, ALONG WITH THBE NORTH HALF OF VACATED MYRTLE AVENUE (LYING SOUTH OF AND ADJACENT TO SAID LOT 6), IN BLOCK ONE IN FRANK E. MERRILL AND COMPANY'S PALATINE ACRES, IN THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 9, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.



GRAPHIC SCALE

MATTHEW JAMES MORRISON 35.3735 PROFESSIONAL LAND SURVEYOR STATE OF ILLINOIS MORRIS, IL

State of Illinois)
County of Grundy) s.s.

We, MORRISON SURVEYING CO INC., (PDF License #184-003915) do hereby certify that we have surveyed the property described in the caption to the plat hereon drawn and that this professional service conforms to the current Illinois minimum standards for a boundary survey. All dimensions are in feet and decimal parts of a foot and are correct at a temperature of 68 degrees fareneight.
Dimensions shown on buildings are to the outside of buildings.
Given under my hand and seal at Morris, Illinois.

Date: 07-07-22

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-3735 License Expires 11/30/22

SPIES & ASSOCIATES, INC.
Civil Engineers – Land Surveyors
534 WEST CAMPUS DRIVE
ARLINGTON HEIGHTS, ILLINOIS 60004
PH 847.577.8808 FAX 847.577.0229

REVISIONS

DRAWN BY:	TJS	JOB NO.	5326
DESIGNED BY:	TJS	SCALE:	1"=20'
CHECKED BY:	TJS	DATE:	07-07-22

PLAT OF SURVEY
QUENTIN ROAD PROPERTY

SHEET NO. 1 OF 1 SHEETS

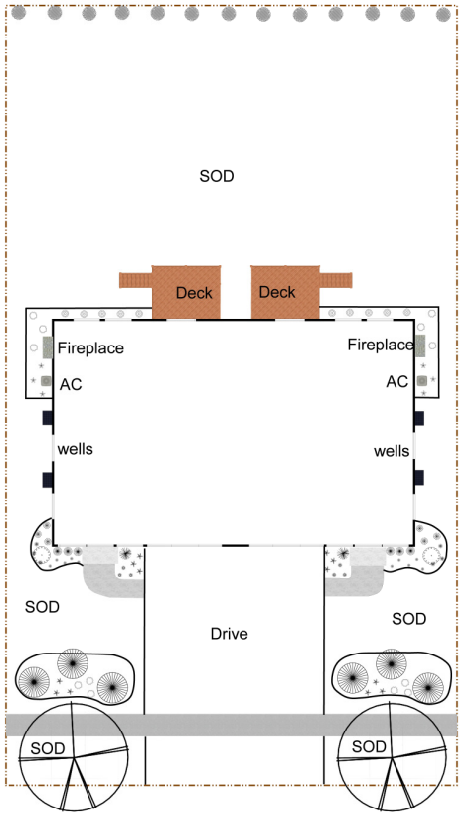
Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned

4.1.g

Attachment:

Packet Pg. 28

Carriageway Landing



Plant Legend			
Symbol	Qty	Common	Size
	6	Black Hills Spruce	7 '
	2	Chanticleer Pear	2.5" caliper
	6	Dwarf Japanese Garden Juniper	5 gal.
	2	Dwarf Winged Euonymus	5 gal.
	13	Eastern Arborvitae	6'
	10	Geranium Max Frei	1 gal.
	10	Green Mound Current	5 gal.
	6	Japanese Yew	5 gal.
	6	Limelight Hydrangea	5 gal.
	6	Northern Drop-seed	3 gal.
	12	Rose 'Double Knock Out'	5 gal.
	2	Serviceberry	7'
	12	Stella de oro Daylily	1 gal.
	6	Tom Thumb Creeping Cotoneaster	5 gal.

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned

Village of Palatine

Preliminary Planned Development

7. Briefly describe the proposed Planned Development with regards to types of uses proposed, number and types of units, development mix, amenities to be provided, etc.:

The project will have nine residences. Eight of the residences will be duplex homes, and one will be a single family residence which will be on the north end of the property.

The homes will be semi-custom homes, with one and two story options with a basement, and will range from 1,600 to 2,500 square feet The single family home, and the three duplex homes on the north will have an English lookout lower level. The maximum height of the homes will be consistent with typical two story residences. Each home will have a two car garage. The roof and exterior finishes and aesthetics will be complementary throughout the project.

There will be one driveway and direct access to Quentin Road for two duplex homes each. The single family home will have its own driveway and direct access to Quentin Road. Presently, there are five curb cuts serving the property. The location of the current cub cuts will need to be adjusted to match the plan.

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

Ben Vyverberg

Subject: FW: Carriageway Landing
Attachments: 5132 SITE DEVELOPMENT REV 3.pdf

Ben,
In response to your email dated Nov. 3
I attached a typical ridge height for both the lookout and standard elevations sheet A2.
Also attached is updated site development sheet showing the two separate private entrances.
All building exteriors will be consistent in color with variations to front elevations. Exterior materials will include eng wood siding soffit and facia with some cultured stone veneer in front elevation. See picture. All exterior trim will be of contrast to siding.
Each villa will have 1 extra guest parking spot. See site dev sheet.
North and south property line will have a 4' fence. Villas 5-9 are showing lookout basement on site development sheet.
No building or covered deck or screened porch structure will encroach into the 40' rear setback line.
The attached site development sheet shows the new coverages and labels the 3 building towards north as lookouts at rear. We can include in the HOA the maintenance of the west side arbor vitae buffer these will be included in site landscaping plan to follow.
A new HOA will be created because of common areas and maintenance requirements. Please call me with any questions. Thank you

CJ Johnson

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

VILLAGE OF PALATINE

PRELIMINARY PLANNED DEVELOPMENT

Department of Planning & Zoning
200 E. Wood Street · Palatine, IL · 60067-5339
Telephone: (847) 359-9047 · Fax (847) 963-6247
www.palatine.il.us

CONTACT INFORMATION WORKSHEET

PETITIONER(S)	**Business Name (If applicable)**
C.J. Johnson, Latitude Building and Development LLC	
Address	City/State/Zip Code
1239 Williamsburg Lane, Crystal Lake, Illinois 60014	
Telephone	Fax
847-533-1445	None
Email	
LatitudeCJ@gmail.com	
Subject Property Address	
986 North Quentin Road, Palatine, IL 60067	
AUTHORIZED AGENT (if applicable)	**Business Name (if applicable)**
Michael R Ek	
Address	City/State/Zip Code
11936 Arbor Trace Drive, Fort Myers, FL 33913	
Telephone	Fax
847-343-9346	None
Email	
mreltd@sbcglobal.net	

I swear that the information contained herein and in any accompanying documents is accurate to the best of my knowledge.

Signature Aug 19, 2022 Date

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

VILLAGE OF PALATINE

PRELIMINARY PLANNED DEVELOPMENT

Department of Planning & Zoning
200 E. Wood Street · Palatine, IL · 60067-5339
Telephone: (847) 359-9047 · Fax (847) 963-6247
www.palatine.il.us

Office Use Only		
	Project Planner	Zoning Case #
	Filing Fee	Notification Deadline
	PC Public Hearing Date	Village Council Date

date received

PLEASE TYPE OR PRINT IN INK:

1. Name of Petitioner(s): C.J. Johnson, Latitude Building and Development LLC

2. Authorized Agent of Petitioner (if different):

   Name: Michael R Ek

   Address: 11936 Arbor Trace Drive, Fort Myers, FL 33913

   Telephone No. 847-343-9346 Business No. _____

   Email: mreltd@sbcglobal.net

   Relationship to Petitioner: Attorney

3. Property Interest of Petitioner(s): Beneficial Owner/Contract Purchaser
   Owner, Lessee, Contract Purchaser, etc.

4. Address of the property for which this application is being filed:

   896 North Quentin Road, Palatine, IL 60067

5. All existing land use(s) on the property are:

6. Current zoning of property: PUD(per village map) Size of the property: _____ acres

7. Briefly describe the proposed Planned Development with regards to types of uses proposed, number and types of units, development mix, amenities to be provided, etc.:

See attached description

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

8. Describe any Variations from the Village Ordinances which would be required if the proposed Planned Development ere to be developed as a traditionally zoned project (if any):

The property is current zoned PUD.

9. The attached Checklist of Documents outlines all required submittals before a project may be scheduled for the required public hearing before the Plan Commission. All required documents must be submitted with this Petition.

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

10. The petitioner's signature below indicates that the information contained in this application and on any accompanying documents is true and correct to the best of his/her knowledge.

Signature: _____ Date: Aug. 19, 2022

State of Illinois

County of Cook

This instrument was acknowledged before me on August 2nd, 2022 by

C.J. Johnson

_____

Notary Public

MICHAEL R EK
Official Seal
Notary Public - State of Illinois
My Commission Expires Jun 27, 2023

(Seal)

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

Village of Palatine

Preliminary Planned Development

7. Briefly describe the proposed Planned Development with regards to types of uses proposed, number and types of units, development mix, amenities to be provided, etc.:

The project will have nine residences. Eight of the residences will be duplex homes, and one will be a single family residence which will be on the north end of the property.

The homes will be semi-custom homes, with one and two story options with a basement, and will range from 1,600 to 2,500 square feet The single family home, and the three duplex homes on the north will have an English lookout lower level. The maximum height of the homes will be consistent with typical two story residences. Each home will have a two car garage. The roof and exterior finishes and aesthetics will be complementary throughout the project.

There will be one driveway and direct access to Quentin Road for two duplex homes each. The single family home will have its own driveway and direct access to Quentin Road. Presently, there are five curb cuts serving the property. The location of the current cub cuts will need to be adjusted to match the plan.

Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

PUBLIC NOTICE A PUBLIC HEARING...

PUBLIC NOTICE A Public Hearing will be held before the Village of Palatine Plan Commission on Tuesday, November 15, 2022 at 7 PM, in the Village Council Chambers at Palatine Village Hall, 200 E. Wood Street, relative to a request for the following: Preliminary Planned Development to permit a 9-unit (4 duplexes and 1 single unit) residential development. The property is commonly known as the vacant property located at 874-912 N. Quentin Road. The Petitioner is requesting Preliminary Planned Development approval to construct 4 duplexes and 1 single-unit on the Subject Property (9-units on approximately 1.97 acres). The above petition has been filed by CJ Johnson (Latitude Building and Development LLC), with Michael Ek as the authorized agent, and is available for examination in the office of the Village Clerk, 200 E. Wood Street. FILE #: 22-50 VILLAGE OF PALATINE Dennis Dwyer, Chair Palatine Plan Commission DATED: This 31st day of October of 2022 BV Published in Daily Herald October 31, 2022 (4590576) , posted 10/31/2022

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Attachment: Plan Commission Materials & Legal Notice (874-912 N. Quentin Road - Preliminary Planned Development)

VILLAGE OF PALATINE

VILLAGE HALL - COUNCIL CHAMBERS 200 E. WOOD STREET
PALATINE, IL 60067-5339 – (847) 359-9050
http://www.palatine.il.us

PLAN COMMISSION

MINUTES ● NOVEMBER 15, 2022

Village Hall - Council Chambers | **Regular Meeting** | **7:00 PM**

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Dennis Dwyer	Chairman	Present	
Patrick Noonan	Plan Commissioner	Present	
Teri Williams	Plan Commissioner	Excused	
Eric Friedman	Plan Commissioner	Present	
Rodney Bettenhausen	Plan Commissioner	Present	
Robert Kolososki	Plan Commissioner	Present	
Stephen Fedota	Plan Commissioner	Present	

II. APPROVAL OF MINUTES

1. Plan Commission - Regular Meeting - Oct 18, 2022 7:00 PM **- Accepted as Amended**

RESULT:	**ACCEPTED AS AMENDED [UNANIMOUS]**
AYES:	Dwyer, Noonan, Friedman, Bettenhausen, Kolososki, Fedota
ABSENT:	Williams

Attachment: DRAFT Plan Commission minutes November 15 2022 (874-912 N. Quentin Road - Preliminary Planned Development)

III. PUBLIC HEARING

IV. CASE STAFF STATEMENTS

1. Preliminary Planned Development to allow a 9-unit (4 duplex units and 1 single unit) residential development at 874-912 N. Quentin Road **- Recommended to Approve**

   Chairman Dwyer read the notice of public hearing for Case #22-50 that was published in the Daily Herald on October 31st, 2022

   The following petitioner's exhibits were introduced:

1. Preliminary Eng - Site Development Plan Rev 3
2. Preliminary Elevations
3. Draft 1st Floorplan Duplex Units
4. Eng - Grading - Existing Conditions Survey
5. Eng - Plat of Survey
6. Representational Elevation for material style - not proposed colors
7. Preliminary Duplex landscaping plan and landscaped buffer - west side of property - Carriageway Landing
8. Project Narrative
9. Preliminary Planned Development Application
10. Legal Notice

Sworn in staff - Mr. Vyverberg

Sworn in Petitioner - CJ Johnson

Mr. Johnson explains that he is proposing a 9-Unit residential development at 874-912 Quentin Road. It will be ranch-style units with separate driveways to the units and additional guest parking within the development. He states that he has met with the neighbors, adjacent to the proposed development, to discuss the project. They have been working on slight modifications to the preliminary plan to address their concerns regarding the rear yard setback.

Chairman Dwyer requests specifics regarding engineering and grading.

Mr. Vyverberg provides a summary of the property and reviews the previous requests for this vacant property. He presents a zoning map and aerial of the current property conditions at 874-912 Quentin Road.
He provides a site plan and references a contour map of the existing grading conditions. He presents preliminary elevations, with grading. Mr. Vyverberg states the village engineer reviewed the conceptual and preliminary engineering plans did not identify anything initially at the preliminary planned development. The final Village Engineer comments and recommendations will come through Final Planned Development, moving forward. Final engineering would be completed if preliminary planned development is approved. Volume control is

Attachment: DRAFT Plan Commission minutes November 15 2022 (874-912 N. Quentin Road - Preliminary Planned Development)

required as part of the watershed management ordinance requirements (MWRD).

Chairman Dwyer asks if water detention would be at the south end of the property.

Mr. Vyverberg states that volume control is required (MWRD). Detention is not required, but the village has the right to impose if needed. The Final Engineering plans are not required, at this time. At this time, there are no known instances of historic structural flooding in the area. It could be a circumstance where only volume control would be required and a separate detention would not be required by the village.

Mr. Vyverberg clarifies the curb cuts for this property and explains that the preliminary plan identifies two unified curb cuts. Petitioner and their engineer also identified additional parking within the development for off street parking. He explains that each unit has two car garages, two parking spaces available on the driveway pad and 9 guest spaces throughout the development.

Mr. Vyverberg explains that utilities and infrastructure are existing and the new proposed development would tie into the existing. The water line is on the east side of Quentin and sanitary and storm are available, proximate to the subject property.

Mr. Vyverberg presents a preliminary floor plan and elevations and explains the design plan and style. He discussed the preliminary landscaping plan and states that arborvitae would be used for screening of properties to the west. If any existing trees could be maintained, they would be included in the conditions for the final landscaping plan.

Mr. Friedman inquires whether the village would apply any monotony code to this type of development.
Mr. Vyverberg states that it would be considered.
Mr. Johnson talks about the plan and the variations to each building and explains that all of the colors would be maintained.

Mr. Fedota questions the entrances and inquires the reason for 2 separate drives.
Mr. Johnson explains that the intent was to allow for privacy and deter traffic from flowing through the development. Each curb cut serves its' own set of buildings.
Mr. Kolososki states it is also a solution for snow plowing. Snow would be plowed into the area separating the two streets.

Mr. Bettenhausen questions the construction of the volume control detention pond.
Mr. Johnson explains it would be covered and would be like a French drain.
Mr. Bettenhausen asks about the outlet for the pond.
Mr. Johnson states it would be sized as per the engineer requirements.
Mr. Bettenhausen asks if any landscaping is proposed for the east property line

Attachment: DRAFT Plan Commission minutes November 15 2022 (874-912 N. Quentin Road - Preliminary Planned Development)

along Quentin.
Mr. Johnson states the area will be burmed and landscaped and a preliminary plan has been submitted.
Mr. Kolososki asks if the roof peaks would be consistent.
Mr. Johnson states that the grade difference would cause some slight differences but, generally, they would be.

Mr. Vyverberg reads two opposing resident letters that were received via email and reads them into the proceedings.
Chairman Dwyer requests confirmation from Mr. Johnson that the concerns will be addressed. Mr. Johnson confirms that they would be.

Sarah Murphy, resident of 925 N. Franklin Avenue is sworn in.
Ms. Murphy states that her concern is the minimal 40' set back and the reduction from the original 60' set back that was envisioned. She states that a minimal set back will have an impact on their homes and the loss of privacy. She requests that the developer work to maximize the rear set back and the height of the development. Ms. Murphy states her home is the closest to this development and a 40' set back only gives a 90' door to door distance to the residences. Ms. Murphy provides examples of other developments and their setbacks which are significantly higher. Ms. Murphy asks for two conditions to be considered. One is to maximize the rear setback and the second is to consider the elevation of the units which is 10-12' above their homes.

Chairman Dwyer asks Mr. Vyverberg to clarify the minimum setback for R2.
Mr. Vyverberg states that the minimum setback for R2 is 40'.

Mr. Friedman asks Ms. Murphy what her set back is.
Ms. Murphy states it should be a 50' set back but is closer to 48'.

Resident: Christine Lagosia, resident of 835 N. Franklin Avenue is sworn in.
Ms. Lagosia states her concern regarding the grading. She is concerned that improper grading would cause flooding to her home. She also is concerned about any retention ponds for this development and states that any type of pond would be a danger. Ms. Lagosia cites a tragedy in Elk Grove Village that she witnessed and ultimately was a law suit. She also believes setbacks allow for any errors after foundations are poured and an increase in the setback would cover these types of errors.

Mr. Johnson states that there will not be a retention pond and there will not be a pool of water. There may be a detention pond but this will be determined once final engineering is completed. He reiterates that there will not be a retention pond.
Chairman Dwyer states there will be volume control on the property and there may be water puddling after a storm.

Resident - Julie Picchiotti, resident of 939 N. Franklin Avenue is sworn in.
Questions the elevation of the subject property and the impact it will have on her

Attachment: DRAFT Plan Commission minutes November 15 2022 (874-912 N. Quentin Road - Preliminary Planned Development)

house. She would like a better understanding as to whether there will be water drained to her property.
Mr. Johnson states that they are required to pitch any water drainage onto the subject development and water will not drain to any surrounding properties.

Mr. Fedota asks if decks are an option for the new development property.
Mr. Johnson states that no deck structure will encroach into the 40' setback.

STAFF RECOMMENDATION:

Since its incorporation into the Village, the Subject Property has maintained a variety of land uses. Given its direct adjacency to single-family residential uses on along the west side of the property and multi-family uses directly across Poplar Street, an identified land use for the property has not been established, notwithstanding the unimplemented memory care use. The proposed density is appropriate for the land use and the plans would reduce the number of existing access points to the site. With an established parking ration of 5 spaces/unit, Staff does not have any existing parking concerns with the proposal. Also, the height of the ranch-style homes, should not impact the surrounding residential properties.
Therefore, Staff recommends approval of the Preliminary Planned Development, subject to the following conditions:

1. **All extra agency permits shall be submitted in a manner acceptable to the Village Engineer.**
2. **The Engineers Estimate of Probable Cost (EEOPC) shall be submitted in a manner acceptable to the Village Engineer.**
3. **Review fees, based upon the finally accepted EEOPC shall be submitted in a manner acceptable to the Village Engineer.**
4. **The Final Architectural Plans shall be revised in a manner acceptable to the Director of Community Development/Planning and Zoning, including the final material quantities and distribution.**
5. **The Final Engineering Plans shall be submitted and revised in a manner acceptable to the Village Engineer.**
6. **The Final Landscaping Plan shall be revised in a manner acceptable to the Director of Planning and Zoning. The plan should review the ability to maintain any of the existing healthy trees within the property.**
7. **A Public Improvement letter of credit in an amount of 115% of the approved EEOPC, for said public improvements, shall be submitted in a manner acceptable to the Village Engineer.**
8. **A Planned Development Letter of Credit in the amount of $90,000 - ($10,000/unit, per Article 14 of the Zoning Ordinance) shall be submitted in**

Attachment: DRAFT Plan Commission minutes November 15 2022 (874-912 N. Quentin Road - Preliminary Planned Development)

a manner acceptable to the Director of Planning and Zoning.

9. **If required, a Final Plat of Subdivision shall be submitted in a manner acceptable to the Village Engineer and Director of Planning and Zoning. As determined by the Village Attorney, the HOA declarations shall be submitted and revised in a manner acceptable to the Village Attorney.**
10. **A construction management plan shall be submitted in a manner acceptable to the Director of Planning and Zoning and the Village Engineer and shall outline the proposed development schedule and identify the material delivery routes and proposed parking areas for the contractors, in conjunction with the building permit application submission.**

Mr. Noonan made a motion to close the public hearing; seconded by Mr. Kolososki.

DISCUSSION:
Mr. Noonan states that the petitioner has utilized the property.
Mr. Fedota states it is a reasonable development and is a good use of the land.
Mr. Kolososki states that the petitioner, Mr. Johnson, appears to have done his homework and the ranch style quad homes would be ideal for this property.
Chairman Dwyer states that they have taken into consideration the resident's concerns and has been cooperative in addressing their concerns.
Mr. Friedman asks if they would want to add the set back to the conditions.
Mr. Noonan made a motion to accept Case #22-50 with a rear setback increase. 2nd by Mr. Kolososki
The motion was unanimously approved.

Chairman Dwyer summarized that this request has met the standards and was unanimously approved by a vote of 6-0. This will tentatively go to Village Council on December 12th, 2022.

Communication:

Village Council reviewed the proposed apartment complex at Brockway and Palatine Rd and was unanimously approved.

Plan Commission meeting will possibly be cancelled for 12/6/22 and anticipates a 12/20/22 meeting.

RESULT:	**RECOMMENDED TO APPROVE [UNANIMOUS]**
AYES:	Dwyer, Noonan, Friedman, Bettenhausen, Kolososki, Fedota
ABSENT:	Williams

Attachment: DRAFT Plan Commission minutes November 15 2022 (874-912 N. Quentin Road - Preliminary Planned Development)

V. COMMUNICATIONS

VI. ADJOURNMENT

Attachment: DRAFT Plan Commission minutes November 15 2022 (874-912 N. Quentin Road - Preliminary Planned Development)

Consider a Motion Authorizing the Village Manager to Negotiate and Execute a Contract for Consulting Services to Complete an Update to the Village of Palatine's Comprehensive Plan

BACKGROUND:
This fall the Village published a Request for Proposals to complete an update to the Village's Comprehensive Plan. The Village's existing Comprehensive Plan was adopted in 2011 and much has changed within the Village over the past decade.

KEY ISSUES:
- A Request for Proposals (RFP) was prepared and published, with four consulting firms responding (see attached RFP and response summary). Following a review of the responses and an interview with the preferred firm, The Lakota Group, Staff is recommending the Village Manager be authorized to negotiate and execute a contract for consulting services with The Lakota Group.
- Staff preferred The Lakota Group due to the experience of their team members, their proposed project approach, and their past project experience (see The Lakota Group's attached RFP response for more detailed information).
- The Lakota Group's response contained three separate components, including potential services by other partner consulting firms. During discussions, the Village indicated the potential services by other partner firms may not be necessary, may be scaled back in scope, or may be addressed through separate arrangements with other consulting firms. Due to these circumstances, Staff recommends a motion authorizing the Village Manager to negotiate and execute an agreement with The Lakota Group, as well as authorizing additional funds for other potential consulting services.

ALTERNATIVES:
1. Authorize the Village Manager to negotiate and execute an agreement with The Lakota Group for consulting services for an update to the Village's Comprehensive Plan.
2. Refer back to Staff with comments.

RECOMMENDATION:
Staff recommends authorizing the Village Manager to negotiate and execute an agreement for consulting services for an update to the Village's Comprehensive Plan with The Lakota Group in the not-to-exceed amount of $78,010 (not including miscellaneous expenses). In addition, Staff recommends additional funding, in a not-to-exceed amount of $60,000, be authorized for additional consulting services (traffic study, retail analysis, etc.) either in conjunction with or outside of the update to the Village's Comprehensive Plan.

BUDGET IMPACT:
While commencing an update to the Village's Comprehensive Plan was a goal 2022, funding was not included in the 2022 budget. Due to these circumstances, a budget adjustment will be completed if the Council authorizes the Village Manager to negotiate and execute an agreement with the preferred consultant.

ACTION REQUIRED:
Motion to authorize the Village Manager to negotiate and execute an agreement in a manner acceptable to the Village Attorney for consulting services for an update to the Village's Comprehensive Plan in the not-to-exceed amount of $78,010 (not including miscellaneous expenses) and additional funding, in a not-to-exceed amount of $60,000, for additional consulting services either in conjunction with or outside of the update to the Village's Comprehensive Plan.

ATTACHMENTS:

- VoP 2022 Comp Plan RFP
- 2023 Comp Plan RFP Response Summary
- TLG RFP Response - Reduced File Size

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Brad Helms, District 6 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Request for Proposals:

Village of Palatine Comprehensive Plan

The Village of Palatine is seeking a professional planning consultant to update the Village of Palatine's Comprehensive Plan. The Village's current Comprehensive Plan was adopted in 2011, and much has changed since that time.

OVERVIEW OF THE VILLAGE OF PALATINE

The Village of Palatine, with a current estimated population of 68,000, was incorporated in 1866. The Village is located approximately 30 miles northwest of downtown Chicago, along Metra's Union Pacific Northwest Line, and conveniently located near O'Hare Airport, Route 53, and Interstate 90. The Village enjoys a strong quality of life and boasts outstanding park districts (Palatine and Salt Creek Park Districts), school districts (Community Consolidated School District 15 and Township High School District 211), and public library system (Palatine Library District). The Village of Palatine is also home to Harper College, with an enrollment of 22,600 for-credit students and 6,500 continuing education students.

FOCUS AREAS FOR THE COMPREHENSIVE PLAN UPDATE

While there are several areas/issues that the Village would like to address as part of an update to the Village's Comprehensive Plan, the following geographic areas are of particular interest:

- **Northwest Highway Corridor:** The Northwest Highway corridor bisects the Village, running from the southeast corner to the northwest corner. The corridor contains a wide variety of land uses, including single-family and multi-family residential, commercial, office, service, and institutional uses. Portions of the corridor remain underutilized due to challenges such as vehicular access, parking, lot size and depth, and compatibility with adjacent uses. This corridor will also face some unique pressures if the Chicago Bears pursue their proposed redevelopment of the former Arlington Park property.
- **Downtown Palatine:** Significant population growth has occurred within the Village's downtown area since 2000. Sparked by the reconstruction of Palatine's Metra station in 2001, Palatine's downtown has added nearly 1,000 residential units and roughly 200,000 square feet of new commercial/office space in the last 20 years. Downtown redevelopment activities were initially guided by Palatine's Downtown Land Use Guide (DLUG), originally adopted in 2000 and updated in 2004. More recently, the Village partnered with the Regional Transportation Authority (RTA) to complete a Downtown Transit Oriented Development Plan in 2016. The downtown area also contains one of the Village's Tax Increment Financing (TIF) Districts which was adopted in 1999. The Downtown TIF District was extended in 2022 for an additional 13 years following the approval of intergovernmental agreements with several of the local taxing districts. A focus of the new comprehensive plan should be on continuing redevelopment efforts that address the original vision of the Village's downtown redevelopment efforts, while also balancing an acceptable transition into the surrounding single-family neighborhoods. Lastly, the Village has traditionally placed a priority on providing commuter parking resources within the downtown area to serve our residents. The recent shifts in commuter patterns should also be analyzed in determining the short and long term commuter parking needs and the potential to repurpose/redevelop any of the Village's parking resources.

Attachment: VoP 2022 Comp Plan RFP (VoP Comp Plan Update - Select Consultant)

- **Quentin Road Corridor:** The Quentin Road corridor extends from the Village's southern end (Quentin Road & Euclid Avenue) to the norther end (Quentin Road & Lake Cook Road). While the vast majority of the corridor contains single-family homes and educational/institutional uses, there are a few key areas that warrant consideration. These specific areas include the intersection of Quentin Road and Euclid Avenue (which contains a shopping center with a significant amount of vacant tenant space), the intersection of Quentin Road and Northwest Highway (where several of the existing commercial properties have limited access and/or visibility), and several properties along the west side of Quentin Road (just north of Northwest Highway).
- **Dundee Road Corridor:** This corridor, which generally extends between Hicks Road and Route 53, contains the majority of the Village's big box retail uses. The area consists of some properties that were developed in unincorporated Cook County and others that were developed following annexation into Palatine. While the south side of Dundee Road is nearly fully developed with a strong commercial presence, the northern side is a mixture of some new commercial development, older commercial centers/buildings, and residential uses. The Village would like to see this area specifically studied to determine the appropriate form, design, and type of redevelopment, taking into account the specific characteristics of each segment. This corridor includes several properties located within the Rand Corridor TIF District (which will expire in 2026).
- **Rand Road Corridor:** This corridor, which generally extends from Route 53 to Lake Cook Road, contains a variety of commercial and residential uses. The northern end of the corridor, just south of Lake Cook Road, contains several properties that were more recently annexed into the Village and then included in the Rand/Lake Cook TIF District (which was adopted in 2012). This area has seen a significant amount of redevelopment activity, and includes several projects that were recently approved, but not yet constructed. A focus of this comprehensive plan process should be to identify those remaining properties that could be redeveloped and what land uses would be considered appropriate.

OTHER ISSUES FOR INCLUSION IN A COMPREHENSIVE PLAN

In addition to the review of specific geographic areas, the following components are also envisioned as desired focus areas in updating the Village's Comprehensive Plan:

- **Sustainability:** A component of an updated comprehensive plan should be to identify those elements of sustainability that the community prioritizes and then identifying how those elements can be incorporated into the development process. While issues such as energy and water conservation are critical, so too are addressing issues such electric vehicle charging stations or the expanded use of renewable energy sources.

- **Historic Conservancy:** The Village of Palatine contains a variety of older homes and structures. The Village is looking to find a balance between conserving the history of these structures and their impact on the community, while not infringing on private property rights. The Village has worked with the Palatine Historical Society in efforts to share the Village's history, and highlight the history of specific homes, structures, and businesses within the community. Consideration should be given as to how the Village can promote the retention or repurposing of older structures.

Attachment: VoP 2022 Comp Plan RFP (VoP Comp Plan Update - Select Consultant)

- **Transportation:** There are several transportation related issues to review. First off, the ongoing Covid-19 pandemic has greatly reduced the commuter parking demand within downtown Palatine. Traditionally, the Palatine station was one of the biggest stops among Metra's suburban stations. As such, the Village has dedicated significant resources to address the past commuter parking demand. If the ongoing reduction in commuter demand continues, consideration could be given to redeveloping some of the Village's parking resources. Focus should also be directed towards the Village's existing street system and identifying opportunities to balance traffic flow while also improving pedestrian access and safety.

- **Future Growth Opportunities:** Since the adoption of the current Comprehensive Plan in 2011, the Village has annexed several properties. These have primarily been located near the intersection of Rand Road and Lake Cook Road and the area south of Harper College. While limited, some other opportunities remain to annex additional properties into the Village.

- **Retail Trends and Related Issues:** Retail uses are essential to the community, offering convenient shopping options, providing local employment opportunities, and generating ongoing tax revenues to the Village. That said, the ever growing trend in on-line shopping, and corresponding impact on the demand for bricks and mortar stores, should be considered when evaluating long term viability in land use designations.

- **Incorporate Other Plans into Comprehensive Plan:** The Village has completed several subarea plans over the years. These plans focused on specific areas/neighborhoods within the Village and provided detailed recommendations and policy guidance on things such as zoning, lot size, etc. In addition, the Downtown TOD Plan provides specific recommendations regarding development within the Village's downtown area and surrounding neighborhoods. The Village's desire is to identify these various plans, confirm their current relevancy, and then incorporate them into the Comprehensive Plan.

WORKING STRUCTURE FOR COMPREHENSIVE PLANNING PROCESS

It is anticipated that following the selection of a planning consultant, the process for developing a comprehensive plan would generally consist of the following (not necessarily in this order):

- ✓ Identifying issues, gathering and analyzing information
- ✓ Visioning process (citizen participation is contemplated)
- ✓ Preparation and evaluation of alternatives
- ✓ Preparation of a draft plan
- ✓ Public review of a draft plan (citizen participation is contemplated)
- ✓ Preparation of a final plan
- ✓ Approval of a final plan

PROPOSAL REQUIREMENTS

Scope of Services: In general, the scope of services shall consist of, but not be limited to, preparation of a Comprehensive Plan. The preparation process should be results-oriented, participative, and emphasize the need to understand Palatine's strengths, weaknesses, opportunities, and challenges. Additionally, there are areas in the Village which should be more specifically analyzed, due to the differing issues that create development constraints.

Attachment: VoP 2022 Comp Plan RFP (VoP Comp Plan Update - Select Consultant)

While a final scope of services will be developed in collaboration with the selected consulting firm, components of the plan should include, but not be limited to, the following:

Preliminary Planning & Analysis: In conjunction with the Village, residents, stakeholders, and community leaders:

- Create a comprehensive plan for Palatine that is unique. The plan and associated vision should meet the needs of both the Village and the overall community.
- Develop, coordinate, and conduct a public participative process to allow public input.
- Gather, analyze, and map demographic and statistical data for the Village of Palatine.
- Conduct field surveys to assess existing conditions in the study area that need to be addressed and analyze perceived and real physical barriers and opportunities. It is expected that this stage could include windshield surveys, parcel inventories, mapping, and inventory of neighborhoods within the Village of Palatine by the consultant.
- Meet with citizens and stakeholders to discuss and develop a vision for Palatine.
- Review existing plans, neighborhood (Sub-Area) plans, and Comprehensive Plan (2011) and Amendments, for incorporation into the new Comprehensive Plan.

Comprehensive Plan Development: The consultant and Village will work to refine and prepare the Comprehensive Plan to include:

- A preliminary list of issues, opportunities, and strategies that will ultimately result in a set of goals and objectives.
- Preparation of a draft comprehensive plan emphasizing key areas. The draft should include and explain alternatives and design options. Development of maps, color plans, and renderings could be prepared to illustrate the alternatives/concepts.

Implementation & Final Documents:

- Formulate a set of goals and objectives (short and long term) for the plan.
- Specific area plans, with recommendations for streetscape improvements, overlay district development or amendments to the Zoning Ordinance.
- Meet with Village Council and Plan Commission to review plan and discuss commitments to proceed and the roles/responsibilities of key players in the implementation.
- Prepare final Comprehensive Plan. Provide color copies, both written and electronic, of the Comprehensive Plan to the Village of Palatine.
- The final document shall include maps outlining any recommended overlay districts and the future land use plan.
- Conduct final presentation to the Village Council, general public, and other groups/commissions as deemed appropriate.

Specific Type of Planning Consultant Solicited:
The desire of the Village is to select a consulting firm with a proven expertise in development of successful and dynamic comprehensive plans. Specific expertise with comprehensive plans, audits of community assets and liabilities, downtown and corridor plan development, and neighborhood planning activities will be given prime consideration.

Attachment: VoP 2022 Comp Plan RFP (VoP Comp Plan Update - Select Consultant)

Submittal Requirements:
All responses to this Request for Proposals should include, but not be limited to, the following information and documentation:

- Transmittal letter which states the respondent's qualifications, experience, and desire to perform the required services;
- General informational statement which provides a brief description of the candidate firm or consulting team, and their background, size, projects, scope and nature of service;
- Experience of the consultants who would be directly assigned to the project;
- A list of references, including names of individuals and phone numbers, and other information as appropriate;
- Estimated fees, expenses, and rate structure;
- Estimated time schedule for the project, broken down into major milestones.
- Assurance that selection will not result in a conflict of interest.

Note: The Village's desire is to select a consultant in the fall of 2022 and establish an appropriate budgetary amount for inclusion in the Village's 2023 Budget. The intent is to finalize and award a service contract with the selected consultant by the end of 2022. While some information/data gathering could occur in late 2022, the desire is for the process to commence in earnest in early 2023;

VILLAGE'S EVALUATION AND SELECTION PROCESS:

The Village will evaluate all submitted proposals and identify a preferred consultant. The Village may invite the top candidates to conduct a presentation of their proposals. Once authorized to proceed, the consulting firm selected by the Village will be expected to immediately assist in developing a final scope of services and contractual service agreement for review and approval by the Village Council.

The Village reserves the right to waive any irregularity in any submittal or reject any or all proposals. Any costs incurred by candidate firms or consulting teams in preparing submittal response to this Request for Proposals are the sole responsibility of the respondent.

The Village will establish an evaluation and selection committee to review submittals based on the following criteria.

1. **Demonstrated Capacity:**
    - What professional and technical competence do the consultants assigned to the project possess which will enable them to successfully complete the Comprehensive Plan update?
    - What relevant past experiences and performances do the consultants assigned to the project have that will enable them to successfully assist the Village of Palatine to develop a Comprehensive Plan? This should include examples of recent comprehensive plans completed by the consultant.
    - What past projects can the consultants assigned to this project identify to display their ability to perform such a project in a timely manner?

Attachment: VoP 2022 Comp Plan RFP (VoP Comp Plan Update - Select Consultant)

2. **Related Experience:**

- What direct experience do the consultants assigned to the project have with developing comprehensive plans?
- What direct experience do the consultants assigned to the project have working with stakeholders, citizens, and municipalities in the development of a comprehensive plan?

3. **Project Approach, Content and Organization:**

- How will the consultants assigned to the project develop the plan?
- What do they propose as a scope of services based upon this RFQ?
- How much time will be budgeted for interaction with staff, community stakeholders, and citizens?
- How much time will be dedicated to follow-up and evaluation of the proposed plan?
- What are the consultant's expectations of the Village?

4. **Availability:**

What will be the proposed project schedule and staffing plan that will facilitate completion of the comprehensive plan update in a timely manner? Please provide an estimated time schedule for this proposal, which shows the amount of time per category and the total amount of time necessary to complete this project. This schedule may be refined once a consultant is selected.

INQUIRIES & SUBMITTAL DEADLINE

Questions concerning submissions and procedures for the Village's 2023 Comprehensive Plan update may be directed to the following:

Ben Vyverberg
Director of Planning & Zoning
(847) 359-9048
bvyverberg@palatine.il.us

Michael Jacobs, AICP
Director of Community Development Department
(847) 359-9053
mjacobs@palatine.il.us

Submittals must include 5 copies and an electronic version (PDF) to:

Village of Palatine
Planning & Zoning Division
200 E. Wood Street
Palatine, IL 60067

All submittals must be received by the Village no later than

Friday, September 30, 2022 at 3:00 PM

Attachment: VoP 2022 Comp Plan RFP (VoP Comp Plan Update - Select Consultant)

Village of Palatine On-Line Resources: The following documents can be found on the Village's website (www.palatine.il.us):

2011 Comprehensive Plan:

https://www.palatine.il.us/DocumentCenter/View/1303/Final-Comprehensive-Plan-PDF

2016 Downtown Transit Oriented Development Plan:

https://www.palatine.il.us/DocumentCenter/View/61/Downtown-Transit-Oriented-Development-Plan---Adopted-11-14-2016-PDF

Village of Palatine On-Line Zoning Map:

https://storymaps.arcgis.com/collections/133d5699275f4f0cb15ba4326d8d8ce6?item=1

Attachment: VoP 2022 Comp Plan RFP (VoP Comp Plan Update - Select Consultant)

Comp Plan RFP Response Summary

Responder	Consultants	Budget Estimate	Proposed Timeline
Lakota Group	The Lakota Group	$78,010	14 months
	Kimley-Horn	$37,640	
	SB Friedman	$61,350	
	Expense Est. (3%)	$5,310	
	Total	**$182,310**	
Camiros	Camiros	**$155,781**	12 months
Graef	Graef	**$175,256**	9 months
Houseal Lavigne	Houseal Lavigne		18 months
	KLOA		
	Total	**$204,435**	

Attachment: 2023 Comp Plan RFP Response Summary (VoP Comp Plan Update - Select Consultant)

THE LAKOTA GROUP. ALLIES IN PLACE

VILLAGE OF PALATINE

Comprehensive Plan

The Lakota Group

Kimley-Horn

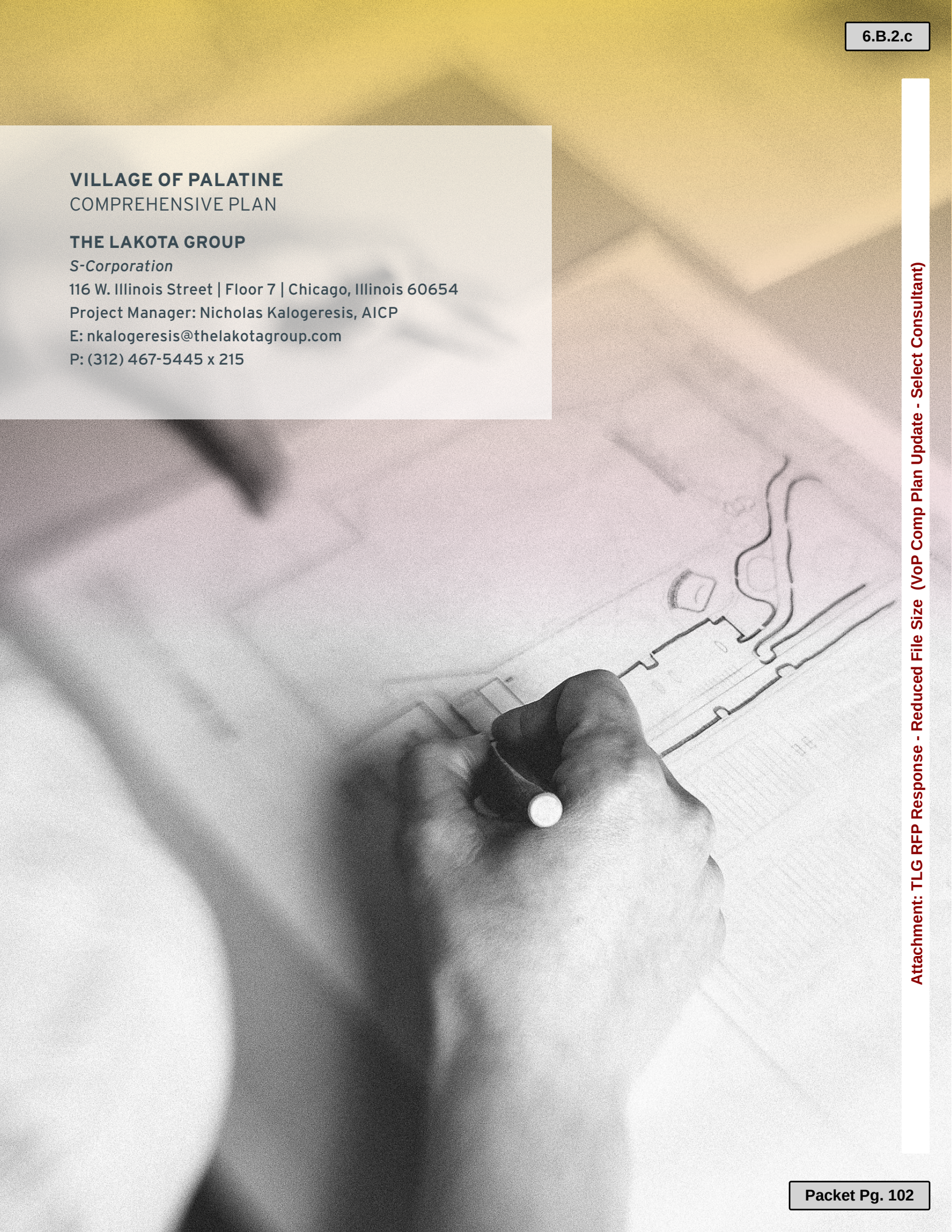
SB Friedman Development Advisors

September 30, 2022

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

VILLAGE OF PALATINE
COMPREHENSIVE PLAN

THE LAKOTA GROUP
S-Corporation
116 W. Illinois Street | Floor 7 | Chicago, Illinois 60654
Project Manager: Nicholas Kalogeresis, AICP
E: nkalogeresis@thelakotagroup.com
P: (312) 467-5445 x 215



Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Delve In

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Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

THE LAKOTA GROUP. ALLIES IN PLACE

September 29, 2022

116 West Illinois Street
Floor 7
Chicago, Illinois 60654
p 312.467.5445
f 312.467.5484

thelakotagroup.com

Village of Palatine
Planning & Zoning Department
200 East Wood Street
Palatine, Illinois 60067

Re: Village of Palatine Comprehensive Plan

Dear Sir or Madam,

The Lakota Group, along with Kimley-Horn and SB Friedman Development Advisors, is excited to submit the following professional services proposal to assist the Village of Palatine with creating a Comprehensive Plan. Here is why we think we are just the right team for the job:

- **We are creative planners and urban designers,** skilled at activating districts, downtowns, neighborhoods, cities, waterfronts, and parks that incorporate strategies for placemaking and aesthetics, economic development, community engagement, effective public-private partnerships, multi-modal transportation, and sustainability and resiliency. Our creativity, passion, and expertise are perfectly suited for addressing the needs of this project.

- **We are multi-faceted.** As you will see from our qualifications, The Lakota Group has significant experience in comprehensive, downtown, and historic preservation planning initiatives. But we don't do it alone—we've compiled a team to ensure the final plan is visionary.

- **Not only do we bring national and regional-based experience, but we also understand the local issues.** Our team has worked around the country throughout the Chicago Region, which allows us to bring experience and objective thought to the issues that currently face your community, while ensuring that the plan will be steeped in everything that is "uniquely Palatine."

- **We roll up our sleeves and work** with community leaders, organizations, business owners, residents, developers, and other stakeholders to create positive dialogue from the beginning. We strive to pinpoint the qualities that make each place special and to build ideas and visions from those assets.

- **We ensure our plans are implementable.** Our plans and concepts not only generate excitement and community consensus, they are also accompanied by realistic implementation actions that ensure that the plan vision, goals, and initiatives—whether a comprehensive rezoning or a new downtown festival—come to fruition. The result of our work is proven—we've helped to transform areas throughout the country. resulting in significant economic development initiatives; people-filled spaces; and innovative transportation improvements.

Our Team relishes the opportunity to immerse ourselves in this process and work with Palatine to create an exciting vision for the Village. As you will see in this proposal, we are passionate about planning and design and we love engaging people to help them improve their community. We look forward to discussing our submittal with you and your selection committee. Please feel free to contact me with any questions you may have.

Sincerely,

Scott Freres, PLA ASLA
President, The Lakota Group

Planning
Urban Design
Landscape Architecture
Historic Preservation
Community Engagement

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

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THE LAKOTA GROUP. ALLIES IN PLACE

OUR TEAM

Firm Profile
Team Org. Chart
Bios & Roles
Resumes
Why Our Team

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

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Heart & Soul

The Lakota Group is a team of talented planners, urban designers, and strategic thinkers powered by a passion to offer creative solutions.

Our defining attribute is fostered through a team-based approach to project management centered on positive dialogue. Led by our drive to institute change in a sustainable way, Lakota associates abide by a process that combines critical thinking and community engagement. The result? A practice that seeks to produce the most effective solutions, carefully balancing the real with the ideal.

Our quest is simple: we want to improve communities.

By engaging local residents through workshops, discussions, and surveys, we strive to pinpoint the opportunities for improvement. We want clients to help us place ourselves in their frame of context: what would we want if we were the ones living in their town? Working in their building? Raising a family in their neighborhood? We want to listen, and we want to talk, and then we want to listen some more. Lakota acknowledges the issues, while also recognizing the strengths, shedding light on the qualities that make a community unique, and brainstorming the ways upon which they can be built.

Since the firm's conception in 1993, Lakota, an Illinois S-Corporation) has completed award-winning master plans in more than 500 towns and cities across the country, gaining recognition for its work in comprehensive, downtown, corridor, and historic preservation planning.

The Lakota Group enjoys the opportunity to work with local communities, which is reflected in its name: "Allies," the English translation of the Native American word, Lakota.

OUR SERVICES

Planning • Urban Design • Landscape Architecture • Historic Preservation • Community Engagement

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

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Lakota Team Profile

The Lakota Group, Kimley-Horn and SB Friedman Development Advisors is a team of talented and visionary planners, market strategists and urban designers powered by a passion to create strategies in maintaining community vibrancy.

Our Team creates successful comprehensive plans through a collaborative community engagement process and open and honest dialogue with important community stakeholders, including elected leaders, local residents, property and business owners, civic groups, and local institution. Our community engagement goal is to understand the key needs, desires, and opportunities to transform and manage a vital community and downtown district now and into the future. We will place ourselves in the community's shoes – *what is it like to work, live, and play in Palatine?* From there, we take an asset-based, pragmatic approach to downtown and community planning – what are the strengths and qualities of Palatine that contribute to its image, identity, and revitalization and development potential.

We know that Palatine is already a great place – it has seen significant investment in its downtown, experienced a diversification in its retail and business mix and an influx of new mixed-use and residential development. Certainly, Palatine has not rested on its laurels over the years and continues to adopt and implement planning strategies that benefit the community The success of downtown Palatine is due to effective working collaborations between the Village and many other institutions and entities playing important implementation roles over the years. Now, with the Covid pandemic behind us, the future still holds level of uncertainty but opportunities remain for a new level of investment in Downtown Palatine and the community at large. There is still the need to position the community to thrive and succeed in all areas – economic development, community services and quality of life, parks and recreation, housing and neighborhoods, mobility – in the coming post pandemic era.

Our Team is multidisciplinary, experienced, and passionate about communities. Since the firm's conception in 1993, Chicago-based **Lakota Group** has completed planning projects in more than 500 towns and cities across the country, gaining awards and recognition for its work in downtown master plans, comprehensive plans, corridors, and neighborhoods. Lakota maintains active work portfolios in **Urban Planning, Urban Design, Landscape Architecture, Historic Preservation** and **Community Engagement**. Lakota is an Illinois S-Corporation and employs 18 full-time employees.

Kimley-Horn is one of the nation's premier planning, engineering and design consulting firms with over 3,000 staff members in more than 80 offices across the United States. Kimley-Horn offers full services in a wide range of disciplines, including all aspects of mobility and transportation planning.

SB Friedman provides timely in-depth data, comprehensive analysis, and sustainable strategies for public, private, and non-profit clients. Whether working directly for clients or as a part of multi-disciplinary team, SB Friedman executes market, feasibility, master plan economics, and impact studies resulting in strategic planning based on realistic environments and the unique characteristics of each specific site, project, target market, and competition.

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

The Lakota Team has the skills and expertise necessary to assist the Village of Palatine with a successful comprehensive planning process. While other staff members will be used as necessary, the following key staff will be involved in the process:

The Lakota Group

PRINCIPAL IN CHARGE

KEVIN CLARK AICP Principal and Director of Design
Kevin brings 18 years of experience in urban planning and landscape architecture to The Lakota Group, where he oversees the firm's urban design projects. His award-winning portfolio spans downtown, transit-oriented and neighborhood revitalization plans, physical and economic development strategies, and innovative design of open spaces and public places. He is passionate about dynamic and interactive public processes and works to integrate innovative technology throughout all of Lakota's projects.

Kevin will serve as the deputy project manager and will assist with community land use planning, and downtown/corridor design.

PROJECT MANAGER

NICK KALOGERESIS AICP Associate Principal
With over three decades of work in the urban planning field, Nick has extensive experience in comprehensive planning, historic preservation planning, heritage tourism, downtown revitalization, commercial corridors, traditional neighborhoods, and design guidelines and urban design management. Nick led recent comprehensive plan processes for Libertyville, Monticello (MN), Moline, Yorkville, Springfield-Sangamon County (IL), Chadron, Nebraska, and Pryor Creek, Oklahoma. Nick is currently adjunct faculty in historic preservation planning at the University of Illinois at Chicago and the School of the Art Institute of Chicago.

Nick will be the Team lead, day-to-day contact, and lead planner for this project.

ANDY CROSS AICP Senior Planner
Andy has nearly 20 years of experience as a municipal planner, first in a suburb of the Twin Cities and later as a Senior Planner in Highland Park, Illinois, working with the City's Preservation Commission, Architecture Review, and Plan Commissions. Andy is an Advisor with DePaul University's Chaddick Institute for Metropolitan Development, speaking in graduate courses and bringing planning professionals together through the Municipal Design Review Network to discuss common concerns and find creative solutions. Andy is also active with the Illinois Chapter of the American Planning Association, participating in regular events and presenting at annual State Planning Conference

Andy will assist the Team in community engagement, land use analysis, and implementation strategies.

SIRAJ ASFAHANI, AIA Associate
Siraj is an architect and urban planner with experience in urban design, historic preservation planning, and community engagement. His work portfolio includes historic preservation plans, downtown and community comprehensive plans, historic district design guidelines, placemaking, park and recreational master plans, and wayfinding and interpretive systems. His skill set includes computer-aided graphics, renderings, visualizations, illustrations and report productions. Multidisciplinary design is his strong point, as he combines his architectural

Siraj will assist the Team in community engagement, parks and open space and report production.

ALEXIS STEIN Associate
Alexis is a planner and urban designer with experience working on a wide range of project types, from mixed-use development master planning to placemaking initiatives to community-informed framework plans. Her multidisciplinary background has allowed her to work with numerous communities, public agencies, municipalities, and private developers to help achieve their visions for vibrant and resilient urban places.

Alexis will assist the Team with graphics creation and the facilitation of public workshops.

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Kimley-Horn

Kimley-Horn is a full-service engineering and planning firm specializing in a wide range of services including multimodal transportation and mobility planning, parking, and urban design. With more than 4,500 employees in 95+ offices across the country, including an office in Kansas City, Kimley-Horn offers an unmatched depth of resources and knowledge base gained from projects and experiences across the country. **Kimley-Horn will lead the transportation planning aspects of this assignment and provide services from their Chicago office.**

PETER LEMMON PE PTOE **Senior Transportation Engineer**
Peter has 22 years of experience managing and conducting numerous traffic engineering, transportation planning, parking analysis, access/circulation, and subarea planning studies. He has a wide range of expertise integrating transportation with land use planning, economic development, and urban design disciplines.

Peter will serve as project manager for all Kimley-Horn deliverables for this assignment.

PETER WAJDA EIT **Transportation Analyst**
Peter is a transportation planning specialist with project experience in comprehensive transportation plans, transit development plans, traffic impact analyses, data collection efforts, and public outreach and involvement. Peter is skilled in software including ArcGIS, Synchro/SimTraffic, VISSIM, Illustrator, and InDesign.

Peter will assist WITH transportation planning, mobility analysis and transportation strategies.

SB Friedman

CAITLIN JOHNSON, AICP Vice President
Caitlin Amos brings a background in community and economic development, urban planning, and public-private development finance. She has conducted numerous market analyses throughout the Midwest, including one that was a part of a comprehensive plan update for Sarpy County, Nebraska and another that was part of a land use plan for the Motorola Campus in Schaumburg, Illinois. Prior to joining SB Friedman, she worked for the Downtown Boston Business Improvement District, where she conducted market and financial analysis to determine feasible financing models for public realm improvements.

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

KEVIN CLARK PLA AICP

PRINCIPAL & DIRECTOR OF DESIGN | 2005 - PRESENT

HOMETOWN

Louisville, Kentucky

EDUCATION

University of Illinois at Chicago
Master of Urban Planning and Policy
Chicago, IL
(2006)

University of Kentucky
Bachelor of Science in Landscape Architecture
Lexington, KY
(2000)

ORGANIZATIONS

- American Planning Association
- American Society of Landscape Architects, Awards Jury (2014)
- Congress for New Urbanism
- American Institute of Architects, Associate Member
- American Planning Association Mentorship Program
- Lambda Alpha, ELY Chapter
- Uptown Development Partners
- Greentown Advisory Committee (2014)
- UIC Professional Development Panel (2010)

EXPERIENCE

Years with Lakota: 17
Years of Practice: 22

THE LAKOTA GROUP. ALLIES IN PLACE

Kevin brings over 20 years of experience in urban planning and landscape architecture to The Lakota Group, where he oversees the firm's urban design projects. His award-winning portfolio spans downtown, transit-oriented and neighborhood revitalization plans, physical and economic development strategies, and innovative design of open spaces and public places. He is passionate about dynamic and interactive public processes and works to integrate innovative technology throughout all of Lakota's projects.

SIGNATURE PROJECTS

District & Corridor Planning and Design

- South Main Corridor Master Plan - Rockford, IL
- Whitman Street Interchange Study - Rockford, IL
- Activate Church and Main - Rockford, IL
- Keith Creek Corridor Study - Rockford, IL
- Highcrest Multi-Use Path Community Engagement - Rockford, IL
- Ravenswood People Spots - Ravenswood, Chicago, IL
- Oak Street Promenade - Gold Coast, Chicago, IL
- Vision Clark Street Corridor Plan - Rogers Park, Chicago, IL
- Wells Street Corridor Plan - Old Town, Chicago, IL
- Fountain Fletcher District Master Plan - Indianapolis, IN
- Eddy Street Commons Master Plan - South Bend, IN
- Triangle Neighborhood Master Plan - South Bend, IN
- The District at Latimer Square - Bloomington, IN
- North Topeka Arts District Revitilization Plan - Topeka, KS
- Peoria Avenue BRT Land Use Framework - Tulsa, OK

Streetscape & Urban Design

- Lake Street Streetscape - Oak Park, IL
- Marion Street and Pleasant District Streetscape - Oak Park, IL
- Ontarioville Plaza and Streetscape - Hanover Park, IL
- La Placita - Belmont Cragin, Chicago, IL
- Lockport Street Streetscape - Plainfield, IL
- Uptown Park Ridge Streetscape - Park Ridge, IL
- Algonquin Downtown Streetscape - Algonquin, IL

Open Space & Park Design

- North Orleans Park - Old Town, Chicago, IL
- Howard Park - South Bend, IN
- Century Center Island Park - South Bend, IN
- Hubbard Woods Park - Winnetka, IL
- Skokie Playfiends - Winnetka, IL
- Swedish Heritage Park - Loves Park, IL
- City Commons - Park Ridge, IL
- University of Notre Dame Irish Green - Notre Dame, IN
- University of Notre Dame Hesburgh Library Plaza - Notre Dame, IN
- Waters School Campus/Landscape Design - Chicago, IL

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

NICHOLAS KALOGERESIS AICP

ASSOCIATE PRINCIPAL | 2008 - PRESENT

HOMETOWN

Chicago, Illinois

EDUCATION

University of Illinois at Urbana-Champaign
Master of Urban Planning
Champaign-Urbana, IL
(1991)

Elmhurst College
Bachelor of Arts in Urban Studies and History
Elmhurst, IL
(1988)

ORGANIZATIONS

- American Planning Association
- National Trust for Historic Preservation
- Village of Oak Park Historic Preservation Commission 2003-05
- Society of Architectural Historians
- Chaddick Institute of Metropolitan Development of DePaul University's Municipal Design Review Network

RECENT PUBLICATIONS

- Main Street Now, "Incorporating Sustainability into Downtown Master Plans and Codes" May/June 2011
- Revitalizing Main Street, "Chapter 16: Master Planning," "Chapter 17: Zoning and Other Land Use Regulatory Tools" 2009

EXPERIENCE

Years with Lakota: 13
Years of Practice: 30

THE LAKOTA GROUP. ALLIES IN PLACE

Nick brings 30 years of experience in historic preservation planning and traditional commercial district revitalization. Previously, Nick worked for the National Trust for Historic Preservation's Main Street Center where he consulted with clients across the United States. Nick is also a frequent writer and has presented at conferences for the American Planning Association, Congress for New Urbanism, and New Partners for Smart Growth, among others.

SIGNATURE PROJECTS

Yorkville Comprehensive Plan - *Yorkville, IL*
The United City of Yorkville is currently undertaking a collaborative process with the community to update its Comprehensive Plan. The Comprehensive Plan is an important document that outlines policies and strategies for addressing issues related to infrastructure, capital improvements, community design and aesthetics, downtown business development, housing and neighborhoods, parks and open spaces, transportation, historic resources, and community sustainability and resiliency. This project was the winner of the 2017 APA-IL Daniel Burnham Award.

Strategic Historic Preservation Plan - *San Antonio, TX*
Worked with a 30-member steering committee to prepare a strategic plan to enhance the city's historic preservation program; developed guidelines for creating resource surveys and established processes for landmark designations.

Cicero Comprehensive Plan - *Cicero, IL*
The Lakota Group led a team to develop a new Comprehensive Plan for the Town that outlined community goals and objectives and identified a 10-year approach for achieving them

Riverfront Neighborhoods Comprehensive Plan Update - *Moline, IL*
Lakota was the lead consultant in a collaborative process for updating the Moline Centre and the Floreciente and Edgewater Neighborhood Master Plans. The updates built on previous plans by addressing critical issues related to Downtown and neighborhood revitalization; communities, facilities, and amenities; urban design; economic development; transportation and waterfront development.

LaSalle Comprehensive Plan - *LaSalle, IL*
Lakota led a team in preparing a new comprehensive plan with implementation strategies related to LaSalle's long-term community development and critical issues related to adequate infrastructure, enhanced community design and aesthetics, downtown business development, affordable housing, parks and open spaces, new transportation options, historic resources, and achieving a more diverse and sustainable economy.

Main Street Technical Assistance Program - *State of Oregon*
Provided revitalization services to 11 participating communities involving management consultations and training in the Main Street Four-Point Approach®, a tool used for revitalizing downtown districts by leveraging a community's assets.

Springfield-Sangamon County Regional Plan - *IL*
Lakota prepared plan for county, 26 other townships, municipalities and unincorporated communities, as part of a multi-year stakeholder engagement process to determine critical regional planning issues related to land use, economic development, agriculture, open space and recreation, historic preservation and tourism, stainability and quality of life, and intergovernmental cooperation and efficiency.

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

ANDY CROSS AICP

SENIOR PLANNER | 2022 - PRESENT

HOMETOWN

Rochester, Minnesota

EDUCATION

University of Wisconsin - Milwaukee
Master of Urban Planning
Milwaukee, WI
(2003)

University of St. Thomas
Bachelors in Geography
Bachelors in German
St. Paul, MN
(1998)

ORGANIZATIONS

- American Planning Association
- American Institute of Certified Planners
- LAI-Ely Chapter
- Chaddick Institute (DePaul Univ.)

EXPERIENCE

Years with Lakota: 1
Years of Practice: 18

THE LAKOTA GROUP. ALLIES IN PLACE

Andy has nearly twenty years of experience as a municipal planner, first in a suburb of the Twin Cities and later as a Senior Planner in Highland Park, Illinois. Working with Plan Commissions, Architecture Review Commissions, Preservation Commissions, and City Councils, he has shaped local policy and helped citizen planners and preservationists make effective decisions through dedicated leadership and training. Andy has experience working with the development community, guiding them through the local regulatory environment to realize their vision while making a positive impact to the built environment and to the communities they are part of. He is an Advisor with DePaul University's Chaddick Institute for Metropolitan Development, speaking in graduate courses and bringing planning professionals together through the Municipal Design Review Network to discuss common concerns and find creative solutions. Andy is also active with the Illinois Chapter of the American Planning Association, presenting at annual State Planning Conferences and volunteering with the Plan Commissioner Training Program throughout the Chicago area.

SIGNATURE PROJECTS

Historic Preservation Strategic Plan - *Highland Park, IL*
Andy served the historic preservation coordinator for ten years at the City of Highland Park. In that time he drafted the City's first Historic Preservation Strategic Plan. The plan captures Highland Park's rich history in preservation and establishes a roadmap for public education, advocacy, and engagement. This includes engaging owners of historic structures and building a strong preservation community, as well as creating events to celebrate the City's architectural heritage and role in Chicago history.

Downtown Streetscape Plan - *Highland Park, IL*
Andy was the assistant project manager for a comprehensive revisioning of Highland Park's downtown commercial core. The project contemplated a new look for dated design elements in the downtown, improvements to aging infrastructure around the Metra commuter rail line, and the introduction of new sustainable features such as LED lighting and rain gardens. The plan also included a wayfinding sign plan that converted old sign kiosks to vibrant LED readerboards for City and community use.

Zoning Code Administration
Andy has written zoning regulations responding to the evolving needs of communties, changes in technology, and continuing best practices. These include regulations improving the effectiveness of signs in key commercial corridors, land use regulations addressing the changing needs of a small downtown, and regulations for sustainable initiatives such as Dark Sky lighting.

Cumberland Crossing Planned Development - *Des Plaines, IL*
Andy was an assistant project manager facilitating the zoning entitlement of this 348-unit mixed use development at 414 Golf Road in Des Plaines, Illinois. The largest development in the commnity's history, the complex project replaced an aged industrial facility with a progressive five-story building and commercial outlot. Requiring a rezoning and the relocation of a 100' telecom monopole, the project also required IDOT approval of substantial improvements to adjacent State-owned rights-of-way.

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

SIRAJ ASFAHANI AIA

SENIOR ASSOCIATE | 2016 - PRESENT

HOMETOWN

Beirut, Lebanon

EDUCATION

DePaul University
Master of Sustainable Urban Development
Chicago, IL
(2017)

Harvard School of Design
Master of Sustainable Urban Executive Studies in Urban Design
Boston, MA
(2016)

Lebanese American University
Bachelor of Architecture
Minor in Graphic Design
Beirut, Lebanon
(2015)

ORGANIZATIONS

- American Institute of Architects
- American Planning Association
- Chicago Architecture Foundation

EXPERIENCE

Years with Lakota: 5
Years of Practice: 8

THE LAKOTA GROUP. ALLIES IN PLACE

Siraj is an architect and urban planner with experience in different fields of design. His portfolio includes a range of projects, such as downtown planning, placemaking, park and recreational master plans, unconventional public spaces, wayfinding and urban restoration. Siraj believes that good design is innovative, practical, and long lasting. His skill set ranges from computer-aided graphics, rendering, and branding to construction drawings and onsite fieldwork. Multidisciplinary design is his strong point, as he combines his architectural training with his urban design knowledge.

SIGNATURE PROJECTS

Highcrest Multi-Use Path - *Rockford, IL*
Lakota assisted the City of Rockford with creating an engagement strategy, facilitating public meetings, and summarizing input for the Highcrest Multi-Use Path project. For the process, three meetings were held--two in person and one virtual--to educate and get feedback on the proposed connection that was outlined as a high priority in the City's 10-year bike plan. Lakota developed a brand and project website, created cohesive exhibits for the workshops, and helped facilitate the meetings with residents. Siraj served as the primary engagement specialist, creating graphics, managing communications, and organizing the meetings.

Sun Prairie Housing For All - *Sun Prairie, WI*
The City of Sun Prairie has embarked on a housing needs assessment, working with The Lakota Group alongside SB Friedman. This housing study will provide City staff, elected officials, and the Sun Prairie community a better understanding of the housing market, housing challenges, and current and future unmet needs. Housing for All will consider ways to manage change and balance community needs, while embracing the Sun Prairie history and heritage moving forward, to ensure there are housing opportunities for all. Siraj managed the engagement and outreach process to ensure meaningful and all-inclusive public participation that engages community members, residents, and property owners, among other interested stakeholders.

Vision Clark Street Master Plan - *Chicago, IL*
Lakota is working with the Rogers Park Business Alliance to help engage the community and create a shared vision for the revitalization of their downtown. Branded materials created for the project brought visual unity to the engagement and planning process and were woven into concepts for placemaking and urban design improvements. Siraj aided the team in producing renderings, marketing for the public events, and facilitating the community open house.

Sandpoint Arts Culture & Historic Preservation Plan - *Sandpoint, ID*
The Lakota Group worked on the refinement of preliminary arts and culture planning concepts presented during the Community Speak-Out and the integration of community engagement findings into an Arts and Culture Plan. Siraj assisted in research, graphics creation and public outreach process.

Denton Historic Preservation Plan - *Denton, TX*
The City of Denton and its Historic Landmark Commission worked with the Lakota Group to update its Historic Preservation Plan that will build on prior preservation programs and initiatives, highlight community-supported preservation planning policies, and provide key strategies for short- and long-term implementation. Siraj managed data, mapping, public outreach process and graphic production, and assisted with research.

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ALEXIS STEIN

ASSOCIATE | 2021 - PRESENT

HOMETOWN

Denver, Colorado

EDUCATION

University of Illinois
Master of Urban Planning and Policy
Chicago, IL
(2019)

DePaul University
Bachelor of Arts
International Studies and Geography
Chicago, IL
(2016)

ORGANIZATIONS

- American Planning Association
- Women in Planning & Development

EXPERIENCE

Years with Lakota: 1
Years of Practice: 3

Alexis is a planner and designer who has experience working on a wide range of project types, from mixed-use development master planning to placemaking initiatives to community-informed framework plans. Her multidisciplinary background has allowed her to work with numerous communities, public agencies, municipalities, and private developers to help achieve their visions for vibrant and resilient urban places. She believes that innovative design is best achieved through comprehensive public engagement processes and is committed to working alongside communities to design places that are sustainable and livable.

SIGNATURE PROJECTS

Wheeling Restaurant Row Corridor Plan - *Wheeling, IL*
The Village of Wheeling engaged the Lakota Group to create a Corridor Plan for Restaurant Row in order to enhance connectivity, encourage economic development, and create a vibrant streetscape along Milwaukee Avenue and the western edge of the Des Plaines River. The Plan will build a dynamic vision for the corridor that emphasizes ealkability, placemaking, and revitalization. Alexis was responsible for the first phase of planning, including analyzing existing conditions and gathering stakeholder feedback. She is currently involved in ongoing community engagement and the overall planning process, as well as the creation of maps and graphics.

Niles Comprehensive Plan - *Niles, IL*
The Village of Niles is working with the Lakota group to update its Comprehensive Plan to help guide the future of development, improvement, and preservation of the community. The Plan update will help the Village to address economic, demographic, environmental, and physical changes occurring within Niles and harness the opportunity to create a resilient, well-designed, and livable community. Alexis is currently supporting the production of planning concepts, graphics, and maps for the final Plan Update.

Downtown Itasca Strategic Action Plan - *Itasca, IL*
The Village of Itasca has engaged the Lakota Group to create a vision for the Downtown area that leverages existing transportation facilities and infrastructure, real estate development opportunities, and community involvement in order to create a downtown that is a welcoming and active meeting place for residents and visitors. Alexis is responsible for supporting the production of graphics and maps for this project.

Texas Statewide Historic Preservation Plan - *Texas, USA*
The Texas Historical Commission is working with the Lakota Group to create Statewide Plan that aligns historic preservation efforts at the local, regional, and state levels. The Lakota group is engaging stakeholders throughout Texas in order to record and synthesize their ideas and concerns, as well as to prioritize goals that will move preservation forward and expand the ways in which Texas preserves what is meaningful about the State's unique character. Alexis produces graphics and maps for this project.

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Kimley»Horn

Peter Lemmon, P.E., PTOE

Senior Transportation Planner

Peter has over 20 years of experience managing and conducting numerous mobility planning, traffic engineering, multimodal transportation planning, parking analysis, data collection, access/circulation, and area planning studies. With a breadth of project experience integrating transportation with other land use planning, economic development, and design disciplines, he demonstrates a fundamental understanding of key issues to balance a wide range of project considerations. Peter demonstrates a focus on multimodal sensibilities to safely balance needs of automobiles, pedestrians, bicycles, and transit. Peter also has considerable experience presenting to both technical and non-technical audiences and collaborating with stakeholders in various formats to solicit input and gain broad support on plans that factor various perspectives and viewpoints.

Professional Credentials

- Bachelor of Science, Civil Engineering, Purdue University
- Professional Engineer in Illinois and Indiana
- Professional Traffic Operations Engineer

Relevant Experience

Downtown Master Plan, Manitowoc, WI — Project Engineer. Kimley-Horn lead the development of a new master plan that strategically identifies priorities and an approach to improve the community's downtown core. Peter assisted in the development of multimodal transportation elements that support the downtown's economic vitality while also providing better access to Lake Michigan and the City's recreational assets.

Uptown Streetscape Design Project, Kenosha, WI — Project Engineer. Kimley-Horn led a community-oriented planning effort to enhance the 22nd Avenue corridor through the City's Uptown District. Peter led the evaluation and development of multimodal transportation plan components including on-street parking alternatives, transit adjustments, pedestrian and bicycle infrastructure, and intersection reconfigurations that are folded into the broad set of the project's transportation recommendations.

Brookfield Comprehensive Plan, Brookfield, IL — Transportation Lead. Kimley-Horn, as part of a multi-disciplinary project team, evaluated and established planning objectives, vision, and strategy to improve mobility to, from, and within the community as part of an updated Comprehensive Plan. In addition to a community-wide plan, multimodal transportation elements were also defined for several detailed subarea plans in various business districts and key areas within the community. Plan recommendations were outlined to address transit access, pedestrian and active transportation safety and circulation, and transportation infrastructure improvements to support a wide range of broader community goals and redevelopment initiatives.

Community-Wide Transportation Engineering Services, Wilmette, IL — Project Manager. Kimley-Horn has worked closely with the Village for several years to analysis a range of multimodal transportation issues ranging from enhanced pedestrian crossing locations to intersection control and layouts to neighborhood traffic calming studies throughout the community.

North Avenue Traffic Safety and Mobility Plan, Chicago, IL — Project Manager. Kimley-Horn is working with the Chicago Department of Transportation to evaluate and identify improvements addressing a range of safety and mobility challenges along a two-mile stretch of North Avenue. The plan elements are focused to serve all modes and abilities while leveraging transportation as a tool to help achieve broader community goals such as improving economic development, corridor character, health and wellness, and overall quality of life.

Navy Pier Master Plan, Chicago, IL — Project Manager. In support of the Pier's Centennial celebration and modernization, Kimley-Horn provided transportation planning as part of a master planning process and the renovation/upgrading of public spaces at Navy Pier. Implemented elements of the plan include establishing new traffic patterns, dynamic message wayfinding signs for approaching traffic, realigned pedestrian access routes and a curbless shared street segment in front of the headhouse, urban design, and establishing designated Uber/Lyft pick-up lanes.

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Kimley»Horn

Peter Wajda, EIT

Transportation Analyst

Peter is a transportation planning specialist with project experience in comprehensive multimodal transportation plans, transit development plans, traffic impact analyses, data collection efforts, and public outreach and involvement. He has worked with a variety of client types ranging from private developers to municipalities and state-level agencies. Peter is skilled in software including ArcGIS, Synchro/SimTraffic, VISSIM, Illustrator, and InDesign. He has produced reports for technical and non-technical audiences, as well as a range of materials for virtual and in-person public engagement efforts.

Professional Credentials

- Bachelor of Science, Civil and Environmental Engineering, University of Virginia
- Engineer-in-Training in Virginia

Relevant Experience

Sandy Springs Transportation Master Plan, Sandy Springs, GA — Analyst. The Sandy Springs TMP focuses on innovative multimodal solutions that maximize use of existing infrastructure and expand mobility options for residents and visitors. Peter was the primary analyst for the existing conditions phase of the project and designed a variety of public involvement materials as the project team shifted to an all-virtual engagement strategy.

Homewood Transportation Master Plan, Homewood, AL — Analyst. Kimley-Horn was selected by the City of Homewood to develop a city-wide transportation master plan. The plan identified transportation deficiencies and priorities, developed improvement recommendations, and created a resource to guide future transportation-related decisions for the City. Peter was the primary analyst for all phases of the project and led development of the project list and final recommendations document.

Kane County Comprehensive Road Improvement Plan Update, St. Charles, IL — Analyst. Kimley-Horn is partnering with Kane County to update the County's Comprehensive Road Improvement Program (CRIP). The program identifies existing deficiencies within the County roadway network, anticipates new operational and capacity issues arising future development, and outlines projects to mitigate existing and anticipated deficiencies. Peter is leading development of an interactive online mapping tool to support the project's all-virtual stakeholder engagement strategy.

Kishwaukee Valley Road Safety Study, Woodstock, IL — Analyst. Kimley-Horn is assisting the McHenry County Division of Transportation in conducting a safety review of Kishwaukee Valley Road. As part of the review, Kimley-Horn is analyzing crash data along the corridor, identifying corridor risk factors, and conducting a virtual Road Safety Audit (RSA) to identify proactive safety improvements along the roadway. Peter is developing an interactive online mapping tool to allow the RSA to be conducted virtually.

Kenilworth Gardens Traffic Calming Study, Wilmette, IL — Analyst. Kimley-Horn is partnering with the Village of Wilmette to evaluate traffic calming measures for a series of neighborhood streets in the Kenilworth Gardens neighborhood. Project recommendations will be based on experience with precedent installations in the Village and a survey of available techniques and best practices. Peter was primary analyst for the project and created a traffic calming toolbox that evaluated a variety of techniques for applicability to the study area.

Tuscaloosa Transit Study, Tuscaloosa, AL — Analyst. Kimley-Horn is working with the City of Tuscaloosa to improve the effectiveness and efficiency of the City's existing transit system and to explore new mobility options to meet the transit needs of those living and working in the area. While the original engagement proposed for this project has been impacted by COVID-19, Kimley-Horn has developed strategies to reach transit riders in Tuscaloosa, including those without access to the internet or those less comfortable with online engagement platforms. Peter was the primary analyst for the service evaluation phase of the project.

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SBFRIEDMAN

Caitlin Johnson, AICP

VICE PRESIDENT

Caitlin has a background in community and economic development, public-private development finance, and urban planning. She specializes in redevelopment strategy, focusing on the interplay between transportation and land use. Caitlin utilizes a data-driven approach to evaluate development opportunities, guide the use of public funds, and inform land use decisions. Her experience at SB Friedman includes providing market and economic development/land use strategy advice as part of various comprehensive plans, including for the Villages of Libertyville, Roselle, Oswego and Waukegan, IL.

Education

Master of Science in City Design and Social Science, London School of Economics

Master of Business and Master of Arts in Community Development and Planning, Clark University

Bachelor of Arts in Economics, Wheaton College (MA)

Professional Organizations

American Planning Association/American Institute of Certified Planners (AICP) - Florida & Illinois Chapters

Select Publications

2020, "Retail Metamorphosis: Planning for Retail Space in a Post Pandemic Era," ILCMA Newsletter

Select Presentations

"The Changing Retail Real Estate Landscape" (ITIA Fall Conference, 2018)

"E-Commerce and Vibrant Communities: Planning for Retail and Industrial Development" (Chicago Metro Section, APA IL, June 2018)

"The Red Zone: Right-Sizing Retail for Comprehensive Planning" (Speed Planning Session, APA IL Conference, 2017)

Select Project Experience

Comprehensive Plan & S Milwaukee Corridor Strategy • Libertyville, IL
Conducted a market analysis for Libertyville as part of an APA award-winning comprehensive plan update; subsequently worked with the Village to develop specific strategies for the S Milwaukee corridor that built upon the plan's goals

CMAP LTA Projects: Downtown Market Analysis • Des Plaines, IL
Conducted a market assessment focusing on downtown retail and housing in Des Plaines, Illinois; analyzed the existing downtown housing stock and projected future demand based on changing demographics

Comprehensive Plan Update • Roselle, IL
Conducted a market analysis for multiple real estate products as part of an updated comprehensive plan for the Village of Roselle, Illinois

Comprehensive Plan Update • Oswego, IL
Prepared demographic trends and retail market potential analyses for the Village of Oswego, Illinois, as part of a comprehensive plan update

Comprehensive Plan Update • Waukegan, IL
Conducted a market analysis for residential, retail, office and industrial uses as part of a comprehensive plan update; also identified key redevelopment areas and implementation strategies

Triangle Area Market Analysis • Wauconda, IL
Conducted a market analysis for a 90-acre tract of land in Wauconda, Illinois, to assess the level of market-supportable development for several land uses including retail, senior housing and medical office

Land Use Plan for Motorola Campus • Schaumburg, IL
Conducted a market analysis to help create a visionary and implementable plan that included a transit-supportive and walkable environment

Retail Market Analysis • Grayslake, IL
Conducted a retail market analysis for the 106-acre Old Lake County Fairgrounds site to understand the amount of feasible development, given current market conditions, anticipated population growth in the area, and recent trends in retail development

CMAP IL 53/Rte 120 Corridor Land Use Strategy • Chicago Region, IL
Prepared a market analysis and development forecasts for all major land uses for CMAP that focuses on the proposed IL-53/Route 120 corridor, which overlaps 18 Lake County communities

TIF District Consulting Services • Mount Prospect, IL
Prepared a TIF eligibility study for/designated the South TIF in the Village of Mount Prospect

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OUR APPROACH

Project Approach

Work Scope, Deliverables & Timeline

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Project Approach

The Village of Palatine's planning processes will be the result of considerable study and analysis of the community's existing conditions—downtown physical appearance, economic climate, streets, and infrastructure—Palatine's quality of life elements, such as its schools, Downtown and shopping districts, parks and open spaces, arts and culture, and various entertainment attractions. The Comprehensive Plan will build on the past efforts of the community, including the ongoing Transit Oriented Development Plan for Downtown, the recently-adopted Economic Development Strategy, historic survey of downtown, and the current Stormwater Master Plan.

Palatine understands that effective planning is required to balance its growth prospects with infrastructure and transportation needs, limited financial resources, community services, and quality of life. In order to be effective, the plan will need to capitalize on Palatine's existing assets, including its traditional downtown core and neighborhoods, quality of life amenities, schools, proximity to transit, and community services—while also considering planning strategies for sustainable growth, enhancing community appearances, diversifying its employment base, and adding new recreational and open space amenities. Above all, the Plan will refocus the vision for a sustainable future that incorporates realistic and achievable planning goals and strategies. Given that it is relatively built out, Palatine faces development opportunities and challenges that differ from some of the nearby Lake County communities. During the comprehensive planning process, several of these challenges will need to be addressed, including 1) reinvestment in and retention of legacy commercial and industrial properties to ensure competitiveness with new development; 2) accommodating new typologies and price points of residential development that new and future residents will demand; and 3) assembling redevelopment sites or aiding in redevelopment efforts. Our team will leverage Palatine's substantial strengths to tackle these and other issues head on, providing the analytical framework for making decisions and strategic guidance to achieve the Village's long-term goals.

Our Team will also ensure that the concurrent Village parks master planning process and outcomes are closely incorporated within this comprehensive planning effort. We believe a lead firm involved in both projects would result in efficiencies in timing and cost. If chosen to lead both projects, Lakota could provide an integrated community engagement process at certain points if desire, resulting in a close alignment of both plans and their objectives.

The Lakota Team understands that there is a new immediacy and importance to updating a comprehensive plan. Communities today must respond and be resilient to constant economic challenges, plan for needed investments in various infrastructure systems, ensure the adequate and equitable distribution of community services, promote quality built environments, and consider the integration of natural resources and open space in the enhancement of citizen health, recreation, and quality of life. Beyond these planning needs, a comprehensive plan must also address essential issues related to emergency preparedness and climate change, for a community cannot be truly resilient without considering climate change's potential impacts on local infrastructure systems and the built environment.

Today, such plans cannot just be about the future land use map and zoning. Comprehensive plans must be about all things that impact the everyday lives of community stakeholders and residents. Our process will build upon recent efforts—including the ongoing Transit Oriented Development Plan for Downtown, the recently-adopted Economic Development Strategy, the historic survey of downtown, and the current Stormwater Master Plan—to ensure that cutting-edge techniques and a holistic planning process result in a guiding document for the Village to plan, grow, and prosper.

Streetscape Rendering for Vision Clark Street Master Plan, Rogers Park

The Lakota Group and all members of the Project Team listed within this proposal are available for this project and are to committed to completing this project in accordance with the project timeline described in the proposal. Team members have no conflicts of interest with the Village's professional staff.

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SUSTAINABILITY

Sustainability encompasses a broad set of issues, including, for example, energy efficiency in existing buildings, local business development and resilient and diversified economy, a vibrant downtown district, walkability and complete streets, and practical, small scale strategies to enhance stormwater management. Sustainability also encompasses local access to healthy foods and quality health care, and the protection and stewardship of important natural areas and environmental assets. And certainly, the visual quality and aesthetic appearances of buildings and physical spaces also promote sustainability and a high quality of life. The Lakota Team will integrate sustainability principles and best practices in all planning goals and strategy recommendations within the Palatine Comprehensive Plan.

CLIMATE CHANGE AND RESILIENCY

Climate change, resiliency, and emergency preparedness planning all require cutting-edge research and techniques. Our Team will evaluate the Village's existing operational and mitigation plans and ensure that they are updated to incorporate the latest strategies. The focus of mitigation planning is to reduce risks to public safety and health; therefore, the Lakota Team will examine the adoption and enforcement of regulatory tools, including ordinances, regulations, and building codes, to guide and inform land use, development, and redevelopment decisions in areas potentially affected by hazards. Potential flood mitigation strategies may include the creation of a buffer area by protecting natural resources, such as floodplains, wetlands, or sensitive habitats. Benefits to the community include improved water quality and recreational opportunities.

Illustrative Rendering for the North Topeka Arts District Master Plan

Addressing climate change effectively at the local level must also involve a series of public-private actions—actions that are spelled out through various policies and recommendations within a community comprehensive plan. However, such actions must be practical to encourage and facilitate private sector participations. Potential climate change strategies that could be explored during the Palatine comprehensive planning process include recommending land use and transportation strategies that focus on increasing accessibility, mixed-use developments, and transit and non-motorized opportunities. These strategies can help lower vehicle-miles-traveled, reduce auto emissions, and promote the health and well-being of community residents. Other strategies such as implementing energy audits and energy reduction measures for community facilities, offering optional standards for sustainable design features in new construction, and installing such features to reduce stormwater run-off in public infrastructure can also be explored.

HOUSING AND NEIGHBORHOODS

It is recognized that local market-rate and affordable housing needs must be understood in order to make clear and rational land use decisions regarding future housing and neighborhood development. These needs will inform the basis of a local housing action plan.

Beyond understanding housing needs, our Team will also assess other issues related to capital improvement needs in older, traditional neighborhoods; relationships with existing community housing development organizations, community service, and amenity needs, including parks, trails, and recreational facilities; and connectivity and physical design issues between existing neighborhoods and newer developing areas of the community.

TRANSPORTATION AND INFRASTRUCTURE

A well functioning multi-modal transportation system, including automobile, public transit and roadway, airports, railroad (freight and commuter) systems, and bicycle trails and pedestrian paths is key for successful modern communities.

The transportation assessment will center on this functional approach and is geared to understanding uses and users. We will evaluate how the existing Village-wide transportation system in Palatine is performing using a variety of analysis approaches to capture the considerations relevant to the users of each mode. This

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information will be crucial to inform the development of various appropriate strategies to accommodate growth and closely tie transportation infrastructure investment into a land-use strategy for the Village. Our Team will:

- Collect data and analyze trip-making and mode choice patterns using census data, traffic data, and stakeholder insight to understand how much travel is happening, how it happens, and where it is headed.
- Collect and process GIS data and traffic data Village-wide, and review each street's functional capacity to determine where there is design flexibility along each segment within or adjacent to the existing street width to accommodate more modes or enhance the street for the existing users.
- Analyze key link networks using GIS to identify critical street and pathway links for all modes.
- Undertake a planning-level examination of crash data to understand the spatial, temporal, and modal trends in safety issues– particularly those resulting in serious injuries and fatalities.

Strong water and sanitary systems are also necessary for residential and commercial growth. Our Team will review and assess the current state of such systems, and consider strategies for system enhancements, especially regarding potential growth scenarios for specific areas. Future system enhancements will and should support the Comprehensive Plan's growth and land use strategy.

Illustrative Rendering for The Yorkville Plan

ECONOMIC COMPETITIVENESS

Through engagement with key stakeholders, property owners and the local and regional development community—as well as independent research and data analysis—our Team will refine a set of strategies aimed at sharpening the community's economic competitiveness and enhancing its commercial and industrial land use base.

Economic competitive issues and strategies to be explored during this planning process include, but are not limited to:

- Understanding Palatine's projected development and prioritizing development opportunities, including already-identified sites and potential sites.
- Improving and expanding infrastructure necessary to support economic development goals and objectives.
- Exploring the expansion of existing incentives and/or creating new ones that meet economic development needs.
- Exploring retail gaps and needs for the downtown and potential development strategies and initiatives that could be undertaken in partnership with Main Street Palatine.
- Considering updates to zoning and land use regulations to enhance and streamline development processes as necessary.
- Providing suggestions and recommendations on enhancing the roles of partner organizations in carrying out specific economic development responsibilities and initiatives.
- Conducting community surveys to assess stakeholder attitudes regarding economic development priorities and needs.
- Investigating ways in which transportation enhancements can improve Palatine's economic climate.
- Assessing the potential impacts on existing and potential real estate development of nationwide trends, including online shopping, on and off shoring, the desire for walkable mixed-use communities, and other demographic and sectoral shifts.
- Considering compelling economic development strategies that build on existing assets, including Palatine's industrial and retail districts, access, institutions, historic amenities, and entertainment and recreational assets.

As part of the assessment, the Lakota Team will conduct a demographic and economic base analysis, including analyzing market potentials. Data will be secured through stakeholder interviews, CoStar, Esri Business Analyst, and other data sources.

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EQUITY

An effective comprehensive plan must ensure that all citizens and population groups are fully heard and considered during the planning process, and that their concerns are appropriately addressed in plan goals, strategies, and recommendations. Best practices in equitable planning will be incorporated in the Comprehensive Plan—practices that may consider improved health and safety for seniors and at-risk populations, housing recommendations that incorporated aging-in-place strategies, planning for workforce diversity, providing accessible public services, and providing a range of housing types that support social and economic diversity. Implementing an Inclusionary Housing Ordinance should also be explored.

QUALITY OF LIFE

Community quality of life means many things: good schools, well-maintained parks, thriving downtown district, quality community services, safe neighborhoods, access to health care, arts and culture activities, vibrant network of institutions, and social networks that promote a tangible community spirit. The Lakota Team will explore all aspects of community quality of life elements and determine what specific elements can benefit from new approaches, solutions and best practices. All quality of life assets, including arts and culture activities, will be inventoried to determine where gaps in services and assets exist.

Vibrant Result of the Marion Street Streetscape Design, Oak Park

Built Results from the Eddy Street Commons Master Plan, South Bend, IN

BEST PRACTICES

The frameworks of our plans are defined by their visions, goals, and principles, as generated and agreed upon by the community during the planning process. Such visions, goals, and principles are carried out by the plans' varied action strategies and recommendations, which in turn should embrace and comprise the best thinking and planning practices for achieving community aspirations. Our planning process will incorporate and integrate best practices related to a number of critical needs, including promoting quality built environments, implementing multi-modal transportation improvements, ensuring access to community services and employment, building a more diverse economy, incorporating a range of housing types to meet local demand, planning for healthy lifestyles and local food systems, and coordinating regional transportation and infrastructure investments to ensure such investments promote the community's desired urban form and land use character.

IMPLEMENTATION

No plan is valued and effective without a realistic implementation strategy. All strategies and recommendations made within these plans will incorporate implementation actions that involve both public and private-sector participation. In addition to having a separate chapter devoted to implementation exclusively, implementation strategies will be directly woven into the plan strategies and recommendations. The implementation chapters will feature a detailed chart summarizing key actions, funding sources, and key implementation partners. Our Team focuses its implementation strategy work on understanding what roles the local government and key organizations and agencies will play in implementation. We gear implementation strategies on potential "grass-roots" involvement of residents and stakeholder groups for long-term planning success.

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PLAN FRAMEWORK AND FORMAT

Our approach to community planning is based on two important objectives. First, while a community comprehensive plan must look into the future and provide a long-term vision while anticipating growth and demographic trends, it must also propose strategic actions that address short-term planning and economic development issues—actions that can have a significant impact on enhancing community well-being and livability. Therefore, our comprehensive plans identify and prioritize key short-term actions as an overall community planning framework to be implemented by the Village and its stakeholder partners.

Secondly, any comprehensive or strategic plan needs to be easy to understand - written in "plain English" and free of technical jargon. Our Team accomplishes this by preparing well-illustrated and formatted planning documents that address locally-defined issues with strategic planning and implementation actions. Plan goals and strategic actions are often depicted in illustrated maps that point to where specific initiatives should take place.

For Palatine, our Team anticipates using an approach where key analyses for each chapter will be summarized in a readable fashion followed by plan goals, policies, and strategies in detail. More detailed and technical analyses that should be retained as part of the plan document will be places in appendices. With this format, the reader will quickly grasp the issues at hand and the recommended policies goals and strategies.

PROJECT MANAGEMENT

To ensure continuity and effective communication and management, Lakota's Vice President Nick Kalogeresis will be the day-to-day project manager. To facilitate communication and coordination, Lakota will use several web-based tools to establish to-do task lists, develop visit schedules, share documents, and exchange ideas and suggestions. Lakota will invoice the Village monthly and will manage all project billings and accounting on behalf of the Team. Lakota has a full-time accountant/bookkeeper that will oversee cost control and regular billings. The Lakota Principal-in-Charge and Vice-President will be responsible for quality control. Nick will facilitate regular (weekly or bi-weekly) coordination calls with the Village to ensure the process stays on track.

The Lakota Team can also consult with the Village on the formation of a Plan Steering Committee, including identifying potential stakeholder candidates as well as preparing steering committee member prospectuses and job descriptions. It is also suggested that a Technical Working Group, consisting of Village department and agency heads, be formed to advise the Lakota Team on matters related to Village facilities, infrastructure systems, and services. Both the Steering Committee and the Technical Working Group will meet several times during each of these planning process to discuss key issues and review draft plan documents.

PROJECT BRAND

In the early stages of the process, Lakota's in-house professional designer will create a project-specific brand that draws upon the existing identity of the Village and the spirit of the planning process. This branding exercise will result in a project logo and a set of design standards to ensure all project-related messaging and graphics are consistent. This includes the project websites, which will be used as the main online community portal for the project. Our project brands are fresh, engaging, and help the Team from the very beginning of the process to convey what this project is all about.

Plan Cover for the Vision Clark Street Master Plan

CITY OF LOUISBURG

THE BRIGHT FUTURE PLAN

Project Logo and Branded Activities for Village of Louisburg Comprehensive Plan

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COMMUNITY ENGAGEMENT

An important objective of a planning process of this scope is to undertake an inclusive public participation process that engages local stakeholders in meaningful ways. An open and transparent public engagement effort also helps to build trust and confidence between the Village, the Lakota Team, and community stakeholders that's necessary to create community-supported planning solutions. In other words, our engagement process provides stakeholders the opportunity to have real authorship in the plan that will shape their community's future.

The Lakota Team will work closely with the Village and other key stakeholders and stakeholder groups throughout the planning process to solicit and gather ideas and input so that these plans reflect a strong consensus of the community. Our Team understands that a particular community's stakeholder level of interest and participation in a planning process can vary significantly. Therefore, our Team's collective experience of working on similar assignments suggests that the appropriate means and venues for community interaction, outreach, and feedback must be identified and understood early on before the planning process begins. A carefully-designed and customized community engagement process that meets local needs and circumstances will be developed in close collaboration with the Village and other key stakeholders before the planning process starts in earnest.

Our Team is also adept at getting folks to engage who typically don't in these kinds of processes. We do this through a range of engagement activities, strategic partnerships, tailored outreach, and location-based workshops. While a community's engagement plan is not a one-size-fits-all but carefully calibrated to the specific needs of the community, we have found that certain elements are time-tested and effective mechanisms to engaging harder-to-reach populations:

We work closely with local faith institutions, schools, and community organizations—and we engage and partner with them early in the process.

Such partnerships could include:

- David Adler Music and Arts Center
- Chamber of Commerce
- Kiwanis Club
- SD 70
- Main Street Palatine

We leverage these partnerships to build trust with different communities, neighborhoods, and groups by really listening to their needs and strategizing about the best way to engage them throughout the process.

Photos from the Vision Clark Street Corridor Plan Open House

We bring the workshops and meetings to them. We've been to schools, festivals, churches, farmers markets, and block parties and bring our workshops with us. This ensures we engage all facets of the community and make it more convenient for them to participate in the process.

We walk and talk… through Walkshops. Documenting design trade-offs in a clear and user-friendly way through engaging meetings and workshops helps to reassure internal and external stakeholders that the process is transparent, earning trust and ultimately buy-in. We have found that through this kind of process stakeholders are more willing to get behind the design that is ultimately selected because they understand and respect the trade-offs that had to be balanced, and they were an integral part of that decision-making process. We employ our notable walkshop method for this exercise in order to identify current issues, opportunities, barriers, and options for improvements to enhance the transportation environment, while balancing needs for all users of the right-of-way. Our walkshops have been successful in establishing consensus for improvements and identifying common goals for these planning processes.

We make it fun and engaging. We pack our meetings with interactive exercises, activities tailored for all ages, and visually fun graphics. We've done "pop-up" events and had "kidzones" so everyone feels welcome. We've also hosted pizza parties, created videos, and hosted local musicians to excite people.

We've found the easiest way to kill the mood at a public meeting is to talk policy, and so we've perfected engagement techniques to educate people, get their feedback and perspective, and do both in a fun and exciting way.

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

6.B.2.c

PHASE 1: STATE OF THE VILLAGE

January 2023 - June 2023

The focus of Phase 1 is to establish a dynamic community planning process that involves a wide range of community stakeholders, committees, and public agency representatives, and to create a comprehensive information base and analysis maps to facilitate discussion and understanding of existing conditions. The information and maps produced during this phase will determine and clearly define community constraints, weaknesses, strengths and opportunities, as well as form the basis for developing the Comprehensive Plan and Implementation Strategy.

The State of the Village phase will include a comprehensive review of the following:

- *All previous and current planning documents and initiatives, including the Stormwater Management Plan, TOD planning effort, the downtown historic survey and Preservation Ordinance, etc.*
- *Existing Land Use Maps*
- *Infrastructure, Floodplain and Stormwater Management Systems*
- *Existing Housing Data*
- *Retail and Business Inventory*
- *Municipal Facility Plans*
- *Existing Transportation Plans and Studies*
- *Existing Market Studies*
- *Zoning and Subdivision Codes*
- *Pending Private Developments and Public Projects*
- *Tax Rates, Residential and Commercial Prices/ Lease Rates, Major Employers, and other Economic*
- *Development Information*
- *List of Active Community and Neighborhood Associations and Organizations*

The first phase of the process will include Village review and Steering Committee meetings, focus groups, and key stakeholder interviews, as well as community engagement activities, including workshops, pop-up meetings, and field office proceedings. The analyses and meetings will be summarized in a State of the Village Report, which will include a brief history of Palatine, a review of existing conditions and issues related to transportation, infrastructure and stormwater systems, market conditions, land use, and redevelopment issues and opportunities. The culmination of these efforts will prepare stakeholders to move into the Community Visioning Phase of the planning process.

Task 1.1: Project Start Meeting and Village Tour
Visit #1, Meeting #1

The Team will conduct a project start meeting with Village staff and elected officials to introduce the Team and discuss:

- Village's Planning Mission
- Initial Planning Goals and Objectives
- Initial Community Planning Issues and Challenges
- Work Plan and Schedule
- Available Data, Resources, and Resource People

The work plan and schedule will be refined based on input received during the Project Start Meeting. A more specific calendar of meeting dates and work products will be developed along with a refined community engagement program, list of data sources, and key person interviews. During the same day as the project start meeting, the Team will conduct a driving/bus tour of the Village. The Team will record land-use, urban design, and infrastructure issues/ constraints observed throughout the Village during the tour. The Village will be responsible for arranging the bus/van for the tour. The Team will also conduct separate driving and walking tours as needed during the process.

Task 1.2: Community Orientation Session
Visit #2, Meeting #2

Conduct a community orientation session for the Community Development Department and other municipal departments and commissions regarding the Comprehensive Plan Update and the planning process. As the previous Comprehensive Plan is from 2005, it may be of value to educate the community on the role of the Comprehensive Plan and the process needed to develop a current plan. This session will be especially geared toward those Village staff and commission members who have not participated in a comprehensive planning process before.

Task 1.3: Project Website, Brand and Social Media Outreach

The Lakota Team will create a project website that describes the overall planning project and process, as well as to post project updates, draft plans, workshop materials, and plan drawings. A project-specific Palatine Comprehensive Plan logo and branded Facebook page will be created to capture additional participants, communicate during the process and spur community energy and activity for the planning process. Our Team will provide the Village with postcards, fliers or other collateral pieces to promote the project throughout the process. These materials are intended to be distributed throughout the Village and will include an overview of the goals and process of the Comprehensive Plan, information on upcoming events, and direct residents and stakeholders to the project website and project Facebook page.

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Task 1.4: Fieldwork and Land Use Inventory
Visit #3

Field investigations and data collection will be conducted in all sectors and districts in the Village to assess existing conditions, and land use characteristics and to determine planning opportunities and constraints. The Lakota Team will review all previous land use inventories provided by the Village, ideally in GIS or other electronic formats, and will verify all land uses by field investigations.

Task 1.5: Base Mapping & Existing Plan Analysis

The Team will develop new base maps, especially for land use, existing conditions, and others as needed. The Team will work with the Village and other agencies to supplement our data with other materials for use in developing exhibit maps for the State of the Village and Final Comprehensive Plan reports. Maps and exhibits will be refined during the planning process as additional data and information is gathered.

In addition all relevant plans, studies, land use regulatory codes and ordinances will be reviewed. A summary of base data and relevant recommendations will be compiled to be later incorporated into the State of the Village analysis.

Task 1.6: Technical Working Group Session
Visit #4, Meeting #3

The Lakota Team will conduct a focus group discussion with a Technical Working Group consisting of relevant Village departments and agencies to review issues facing their respective departments, as well as issues related to community facilities, parks, roads, and other infrastructure conditions, constraints, and opportunities affecting the Village.

Task 1.7: Plan Steering Committee Session
Visit #4, Meeting #4

Conduct a focus group discussion with the Plan Steering Committee to review land use, housing, transportation and infrastructure conditions, constraints, and opportunities affecting the Village, and potential planning strategies.

Task 1.8: Stakeholder Interviews/Focus Group Sessions
Visit #5, Meeting #5

Conduct interviews with community leaders, representatives of key institutions, property and business owners, and residents to discuss community issues. It will be critically important to ensure all sectors of the population will be represented in this process, and additional outreach will be conducted to reach various groups. The purpose of the interviews and sessions is to gain a thorough understanding of how the community would like to see the Village grow and develop. It is anticipated that stakeholder interview sessions will take course over a period of two days during Visit #5 to Palatine.

Task 1.9: Community Open House #1: Speak-Out Session
Visit #6, Meeting #6

The Team will organize and host in partnership with the Village a Speak-Out with community stakeholders and residents to introduce the planning process and to discuss Palatine planning issues and opportunities in an informal open house and discussion format.

The Speak-Out may include interactive planning issue booths, written questionnaires, visioning exercises, a visual preference survey exhibit, "piggy bank" voting, and a mapping station. These workshop elements will be employed to gain community feedback on Palatine planning issues and potential strategies and solutions to those issues. This informal open-ended format provides a more relaxed atmosphere and setting for residents to participate rather than a lecture-discussion. The visual preference survey allows workshop participants to document their opinions on the land use, urban design, housing, quality of life and development issues facing Palatine.

An online version of the interactive exercises will be posted on the Project Website with an established 'closing deadline', providing additional opportunities for community and neighborhood input.

Prior to the workshop/open house, the Team will prepare a workshop announcement or mailer, a press release, and a website update to help raise awareness of the Speak-Out. Invitations to local stakeholders will also be sent through the project website. Additional reproduction and distribution of mailings and announcements will be the responsibility of the Village.

Task 1.10: Field Office Activation
Visit #7, Meeting #7

In addition to the Speak-Out, the Team will establish a "field office" that can be set up in an available storefront or other space within the Village or downtown district. This field office will give residents, business owners, merchants, and other important stakeholders additional time to visit the Field Office to review Speak-Out meeting documents, exhibits, and presentation materials, and provide input to the Team members on a one-on-one basis. The office hours will be made available in advance of the workshop and advertised on available media, including the Project Website. "Pop-Up" field offices can also be conducted with local schools, libraries, churches and other places were a turnout can be generated.

Task 1.11: Stakeholder Interview and Speak-Out Summary
Deliverable #1

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Task 1.12: Land Use and Build-out Analysis

Analyze existing land use, zoning, physical conditions, land ownership patterns, streetscape and rights-of-way, building fabric, urban design, floodplain and watershed, and road networks to establish a baseline of information for proposing planning strategies. Based on the analysis, the Team will develop a drawing/exhibit that places Palatine within its larger regional context and highlights land-use, boundary, and jurisdictional relationships on a large scale.

Other maps and exhibits to be developed include:

- Community facilities
- Parks, open space area
- Employment centers
- Floodplain and stormwater facilities
- Housing and neighborhood conditions
- Commercial districts
- Neighborhoods
- Historic resources
- Environmentally sensitive areas
- Demographics, educational resources and local industries
- Community image and identity

The Lakota Team will then conduct a build-out and susceptibility to change analysis using GIS information, field observations and other data. The analysis will seek to answer:

- How much land area can be developed under existing zoning and where will this growth occur?
- How many residential lots could there be, and how much will the population of the community increase at full build-out?
- Are there areas projected for development that the community would prefer not to develop or to develop at lower densities?
- Are there areas that need to be right-sized?
- Are there areas that the community would prefer to develop at higher densities?
- What steps should the community be taking now to accommodate future growth?

The Team will take a two-step approach in conducting the analysis. The first step will be mapping and interpreting potential development areas using the Village's current land use regulations in a series of overlay sheets to determine and demonstrate maximum build-out. The second step will be using quantitative analysis with spreadsheets for each section of Palatine, identifying the total acreage of buildable land by zoning or land use district, the total number of potential new dwelling units, and the number of commercial and industrial buildings/square footage by zoning district. The third step is to prepare a map where change is likely to occur and their respective build-out scenarios.

Task 1.13: Demographics and Market/Economic Base Analysis

The community assessment and economic base analysis will include:

- Demographic profile of Palatine and its regional context
- Employment trends by industry in Palatine and surrounding communities
- Overviews of real estate markets: rental apartments, for-sale housing, retail, industrial and office uses
- Outlook for development by sector considering available sites and potential redevelopment sites

Additionally, insights gained from key informant interviews and community input will contribute to the Team's assessments of development opportunities.

Task 1.14: Housing Assessment

Palatine's existing housing stock will be analyzed and newer developments in the community and nearby will be profiled to understand recent trends. A cross tabulation of households by age and income may reveal demand characteristics related to rental housing, senior housing, young professionals and housing for families with children. The potential for an Inclusionary Housing Policy and Ordinance will also be analyzed. Additional information from local housing groups, agencies and other sources will be used to enrich the housing assessment.

Task 1.15: Retail and Commercial Assessment

Palatine's existing retail and commercial inventory includes major shopping centers, free-standing big box retailers, and small, independently owned businesses. Our Team will update this inventory and describe Palatine in the context of the current retail environment. Major trends that will affect the commercial environment going forward will be discussed. A leakage analysis that compares household expenditures and retail sales estimates by major category will help identify future retail opportunities.

Task 1.16: Industrial Assessment

The Team will conduct an analysis of Palatine's industrial market and opportunities to expand the industrial sector and enhance the competitiveness of existing industrial parks and potential industrial sites.

Task 1.17: Open Space/Green Infrastructure Assessment

Our Team will work closely with the consultant selected for the Village's Park Master Plan project to ensure their analysis, findings, and implementation strategies are closely aligned with this comprehensive planning process.

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Task 1.18: Transportation/Infrastructure Assessment

As part of the planning process, the Lakota Team will collect infrastructure plans and studies that have been prepared since the last Comprehensive Plan was drafted. These plans and studies will be reviewed to determine how infrastructure may influence or inhibit future growth. Issues that will be evaluated include:

- Future transportation projects and how they may influence land use
- Village's water and sanitary sewer systems and ability to accommodate future growth
- Current and future transit service
- Significant roadway corridors and how they influence land use and vice versa.
- How rail operations affect vehicle traffic and emergency services
- The desire for safer bicycle and pedestrian facilities
- Current and desired complete streets policy to make streets viable places for all users including bicyclists, pedestrian and transit users
- Maps illustrating how current and proposed infrastructure conditions will affect land use in the future
- Community resiliency and emergency preparedness

Task 1.19: Downtown Analysis

The Team will work from the recent Downtown Transit Oriented Development Plan, review all analyses and recommendations, and tie them into the overall Comprehensive Plan and implementation strategy. Some recommendations, such as the adoption of a Complete Streets Policy, extended wayfinding and signage system, improved streetscaping, and an update to the Bike/Ped Plan, can be addressed comprehensively through this planning process.

In addition, Lakota can conduct an assessment of Main Street Palatine and determine potential economic development roles and initiatives.

Task 1.20: Urban Design/Placemaking/Historic Preservation

Lakota will assess urban design conditions related to streetscape, wayfinding, public spaces, placemaking, and historic preservation. A focus of the urban design analysis will be linkages between the Downtown, surrounding neighborhoods and land uses, and other shopping and employment centers.

In addition, the analysis will help understand community character, issues, and the role historic preservation can play in maintaining sense of place and promoting economic development.

Sub Task 1.20 (a) Corridor Analysis

The Dundee Road, Rand Road, Quentin Road, Northwest Highway corridors will be subject to detailed analysis, including streetscape improvement needs, gateways, new building/old building relationships, public spaces and plazas, wayfinding, public art and placemaking, and other right-of-way enhancements.

Task 1.21: Zoning/Regulatory Review Analysis

A high-level zoning analysis of the Village's zoning ordinance and other land use regulatory tools will be conducted as part of this assignment to identify key concerns, challenges, and opportunities for modifying Village codes to better support community goals.

Task 1.22: State of the Village Report
Deliverable #2

Prepare a State of the Village Report that incorporates deliverable #1, summarizing the public input from the community engagement component and all the analyses, including demographics, land use, zoning, physical conditions and neighborhood revitalization, transportation, infrastructure, natural resources, and development issues/ opportunities. The Report will be delivered to the Village in both hard-bound and electronic formats. After review by the Steering Committee, the project website will be updated with a downloadable version of the State of the Village Report.

Task 1.23: Review Meetings
Visit #8, Meeting #8

The Lakota Team will conduct meetings with the Village and Steering Committee to review the State of the Village Report and to discuss revisions and the final version of the report. The Lakota Team will revise the Report after Visit #8.

PHASE 1 | KEY DELIVERABLES

- ***Stakeholder Interview and Speak-Out Summary***
- ***State of the Village Report***
  - *Draft Version*
  - *Final Version*

Rendering for the Touhy Triangle Master Plan, Niles

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

PHASE 2: COMMUNITY VISIONING

July 2023 - October 2023

During this phase, the Team, together with Village leaders, property/business owners, and residents, will generate a range of comprehensive planning ideas and concepts through two visioning sessions and workshops. From this idea exchange, a series of planning options will evolve that address community planning issues, economic development, downtown and neighborhood revitalization, resiliency, open space, and transportation.

To go beyond basic land use thinking and assist the community in visualizing its physical development potential, this Team will prepare design studies of critical sub-areas identified during the Phase 1 assessment, as well as identify case studies for addressing community issues or capitalizing on existing opportunities. Lakota is known for its "Min-Mid-Max" approach, which involves presenting multiple concepts for sub-areas or key sites to help community leaders and residents visualize the physical scale, character, and development or revitalization context in the downtown and along commercial corridors.

The Phase 1 findings and Phase 2 plans will be presented at a Community Visioning Workshop to refine planning vision, goals and policies, and generate additional strategies and solutions for enhancing the downtown, neighborhoods, subdivisions and key corridors. The summary of findings and development concepts/ sketches will be added and incorporated to the project website for additional review and comment by the community. A Draft Comprehensive Plan that outlines planning vision, goals, strategies and recommendations will be prepared at the end of this phase. The Draft Plan must be sensitive to the multiple needs of the community and responsive to its land use, physical and market constraints and overall revitalization potential.

Community Speak-Out for the Downtown Kenosha, Wisconsin Master Plan

Task 2.1: Vision, Goals and Objectives

The Lakota Team will prepare a draft Vision Statement and Planning Goals and Strategies Report based on community feedback and input during Phase 1. This document will help provide direction for the remainder of the process and ultimately provide guidance to Village staff and elected officials in future decision making. The document will be reviewed and refined throughout Phase 2 based on input from the review committees and the public.

In addition, based on the vision and planning goals, a range of land-use and planning strategies and options will be prepared. Conceptual plan drawings and design studies will be created addressing the following:

- Future Land Use, Build-Out Scenarios, and Development Patterns
- General Road/Street Network
- Corridor Plans
- Open Space, Natural Resources, and Greenway/Green Infrastructure Linkages
- Downtown/Neighborhood Housing/Commercial District Framework
- Community Facilities
- Transportation Network
- Community Character/Image/Gateways/Identity
- Sustainability and Sustainable Design/Climate Change
- Urban Design, Placemaking and Adaptive Use
- Downtown and Corridor sub areas goals and objectives

Exhibits for Quality of Life elements will also be prepared for:

- Arts and Culture
- Community Health
- Climate Change Mitigation
- Community Resiliency + Emergency Preparedness

Task 2.2: Technical Working Group Session
Visit #9, Meeting #9

Conduct a discussion with the Technical Working Group Session to review State of the Village findings related to Village systems and infrastructure, and the vision and planning goals and strategies.

Task 2.3: Steering Committee Session
Visit #9, Meeting #10

Conduct a discussion meeting with the Steering Committee to review the vision and planning goals and strategies.

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Task 2.4: Community Open House #2: Visioning Workshop
Visit #10, Meeting #11

Lakota will conduct a Community Visioning Workshop with community stakeholders to review the analysis reports, Comprehensive Plan vision, overall goals and objectives, and land use and other planning policies/strategies. Participants will evaluate the options per their short-and long-range potential for accomplishing community planning goals. A PowerPoint presentation will be provided during the workshop, including photographs and graphics of the community's land-use mix, development context, and physical needs. The Workshop will break out into smaller group table discussions to evaluate each of the plan options, ideas, and concerns. Each table will be facilitated by a Team member who will help focus discussion on specific topics of concern. Participants at each table will also be given a simple questionnaire to fill out before they depart to capture any additional comments regarding plan concepts and workshop contents.

After the small group discussions, each table will report back to the entire workshop audience to share their collective opinions and ideas on Plan concepts and options. Other interactive exercises and engagement techniques mentioned previously in the Community Engagement section will also be employed during the workshop, such as "piggy-bank" voting to garner a sense of what the community believes should be planning priorities going forward. Prior to the workshop, the Team will prepare a workshop announcement poster/flyer with distribution and printing the responsibility of the Village. The questionnaire, the PowerPoint presentation, and other interactive exercises will be uploaded into the project website for community feedback.

Task 2.5: Field Office Activation
Visit #11, Meeting #12

The Lakota Team will reactivate the "field office" after the workshops in an available storefront or Village-controlled space. The field office will provide residents an additional opportunity to come in and review workshop documents and presentation materials, and to provide input to the Team members on a one-on-one basis. The office hours will be publicized in advance of the workshop and on the project website at a minimum. Other engagement activities, such community budgeting and speak-outs can be used for this workshop. "Pop-Up" field offices can also be conducted with local schools, the Library, churches, and other places were a turnout can be generated.

Task 2.6: Workshop and Field Office Discussion Summaries
Deliverable #3

Lakota will prepare a memorandum that summarizes input from the visioning workshops field office discussions for Village/Steering Committee review.

Task 2.7: Draft Comprehensive Plan
Deliverable #4

A Draft Comprehensive Plan will create a land-use policy framework for the community with specific planning strategies and recommendations. Prospective chapters or elements within the Draft Comprehensive Plan will, at a minimum, include:

- Executive Summary
- Vision Statement and Planning Goals and Key Policy Statements for Decision-Makers
- Future Land Use Strategy, Future Land Use Plan and Land Use Matrix
- Preferred Growth and Build Out Scenario
- Neighborhood Revitalization
- Transportation
- Parks and Open Space
- Infrastructure, Stormwater Management, and Capital Improvements
- Urban Design, Placemaking, and Arts and Culture
- Quality of Life Elements
- Historic Preservation
- Community Facilities
- Community Resiliency and Emergency Preparedness
- Corridor Plans
- Implementation and Comprehensive Plan Stewardship. An overall implementation strategy and Comprehensive Plan stewardship chapter will outline key action steps needed to achieve Comprehensive Plan objectives. The strategy will include such elements as:
  - Benchmarks and milestones to gauge implementation success
  - Funding sources
  - Zoning and land use regulatory tools
  - Land banking strategies
  - Priority level projects, time frames, and parties responsible for initiating key actions.
  - Community Initiated Development and adaptive use projects
  - Housing initiatives
  - Potential public (local, regional, State, and Federal) and private sector partnerships
  - Key interrelationships/dependencies between tasks
  - Capital Improvement Plan will be drafted that outlines priority projects over a 5-year, 10-year and 15-year period and that tie back to the implementation of the goals set forth in the Comprehensive Plan.

Task 2.8: Village Review
Visit #12, Meeting #13

The Lakota Team will conduct a briefing meeting with Village staff regarding the Draft Comprehensive Plan and potential revisions.

PHASE 2 | KEY DELIVERABLES

- ***Workshop and Field Office Discussion Summaries***
- ***Draft Comprehensive Plan***

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

PHASE 3: FINAL COMPREHENSIVE PLAN AND IMPLEMENTATION STRATEGY

November 2023 - February 2024

In Phase 3 the Team will further refine the Draft Comprehensive Plan and Implementation Strategy by seeking additional community and stakeholder input. Based on this input, the Team will complete a Second Draft Plan. The Second Draft Plan will serve as the basis for conducting a final community open house to solicit additional feedback and input. A Final Plan will then be prepared and presented to the Village Council for review and adoption.

Task 3.1: Second Draft Plan and Implementation Strategy
Deliverable #5

Prepare a Second Draft Plan that incorporates comments from the Village review meeting. The Draft Plan will subsequently be posted to the Project Website for community access and review.

Task 3.2: Steering Committee Session
Visit #13, Meeting #14

Review Second Draft Plan with Steering Committee.

Task 3.3: Community Open House #3
Visit #14, Meeting #15

The Lakota Team will conduct a Community Open House to review the Draft Comprehensive Plan with the community at large. Like the Speak-Out and Workshop in Phases 1 and 2, this Open House will also include topic and issue stations for participants to circulate around and to provide input on specific Comprehensive Plan elements as desired. A main emphasis of this community meeting is to educate the community on comprehensive planning goals and opportunities and to validate the "Palatine Vision." Additionally, since many of the elements of the Comprehensive Plan will be near final, this Open House provides a unique opportunity to convey to the community what the plan means to them. As with previous community meetings, workshop announcements will be crafted and distributed, and the project website will be updated. Additional pop-up town hall-style meetings can be considered.

Task 3.4: Third Draft Plan and Implementation Strategy
Deliverable #6

Prepare a Third Draft Plan that incorporates comments from the Steering Committee meeting and the final Community Open House. The Draft Plan will subsequently be posted to the Project Website for community access and review.

Task 3.5: Technical Working Group Session
Visit #15, Meeting #16

Conduct a discussion with the Technical Working Group to review the Third Draft Plan document.

Task 3.6: Steering Committee Session
Visit #15, Meeting #17

Conduct a final discussion meeting with the Steering Committee to review the Third Draft Plan document.

Task 3.7: Final Comprehensive Plan and Implementation Strategy
Deliverable #7

Revise, refine, and prepare the Final Comprehensive Plan and Implementation Strategy based on the comments from the Village, the Technical Working Group, and the Steering Committee. The Final Plan will be delivered in the print and electronic formats as requested by the Village. A copy will also be posted to the Project Website.

Task 3.8: Plan Commission Presentation Meeting
Visit #16, Meeting #18

Present the Final Plan to the Plan Commission at a public meeting for approval and adoption. This step assumes one additional round of revisions may be necessary based on input from the Commission.

Task 3.9: Village Board Presentation
Visit #17, Meeting #19

Present the Final Comprehensive Plan to the Village Board at a public meeting for approval and adoption.

PHASE 2 | KEY DELIVERABLES

- ***Second Draft Plan and Implementation Strategy***
- ***Third Draft Plan and Implementation Strategy***
- ***Final Comprehensive Plan and Implementation Strategy***

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

THE LAKOTA GROUP. ALLIES IN PLACE

OUR EXPERIENCE

Related Projects

Awards

References

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Community Planning Experience

Our team has collectively worked on community plans across the country, especially for cities in the Midwest. Our plans are formed on solid community input and rooted in an emphasis on implementation. We make sure the right people are at the table from the beginning so that the plan lives on long after the planning process is complete.

Comprehensive Plans

- Yorkville Comprehensive Plan
- City of Louisburg Comprehensive Plan
- Chadron Comprehensive Plan Update
- LaSalle Comprehensive Plan
- Springfield-Sangamon Regional County Master Plan
- Moline Riverfront Neighborhoods Comprehensive Plan Update
- Village of Louisburg Comprehensive Plan
- Springfield-Sangamon County Regional Plan

Urban Design/Master Plans

- Highland Park Land Use + Zoning
- North Topeka Arts District Revitalization Plan
- Cordova Waterfront Master Plan
- Mount Prospect Downtown Implementation Plan
- Wilmette Village Center Master Plan
- Green Bay Downtown Master Plan
- Eddy Street Commons Master Plan
- Illinois Medical District Master Plan
- Oak Park Arts District Master Plan
- Evanston Downtown Master Plan
- Glenview Downtown Form-Based Development Code
- Kenosha Downtown Strategic Plan
- St. Cloud Placemaking Plan
- Momence Downtown Master Plan
- Enos Park Master Plan
- RTA Study Mt Prospect
- PACE I-355 Study
- South Main II Corridor
- Antioch Downtown Land Use + Transit
- East Dundee Corridor TOD
- Cumberland TOD Des Plaines
- Bensenville TOD Plan
- TOD Plan Huntley

Corridor Plans

- Central Street, Evanston
- Lockport Street
- Roosevelt Road
- Illinois Route 53-120 Land Use Strategy
- Thorndale Corridor Master Plan
- I-395 Corridor Plan
- North Clark Street Strategic Plan
- Rockford South Main Revitalization Plan
- Peoria Avenue BRT Plan
- Lincoln Avenue Corridor Plan
- Clark Street Vision Plan (Rogers Park)
- Marion Street
- PACE 1-355 Corridor Transit Development Study
- MacArthur Boulevard Master Plan
- State Street Corridor Plan
- Willow Road Corridor Plan
- Pleasant District
- Algonquin Streetscape Master Plan
- Archer Ave Corridor

Historic Preservation Plans

- River Forest Architectural Survey
- Kansas Main Street Training
- Texas Main Street Community Assessments
- Iowa Main Street Green Training
- Minnesota Main Street Training
- Brandywine Maryland Preservation Study
- Texas Main Street Preservation Study
- Naperville Historic District Guidelines
- North Topeka Arts District Revitalization Plan
- Yorkville Comprehensive Plan
- Oregon Main Street Revitalization Services
- Chadron Comprehensive Plan
- Rock Island Heritage Resources Plan
- Downers Grove Architectural & Historical Survey
- Springfield-Sangamon County Regional Plan
- Enos Park Neighborhood Master Plan
- Cermak Road Architectural & Historic Resources Survey
- Rockford South Main Revitalization Strategy
- San Antonio Strategic Historic Preservation Plan
- Tyler Historic Preservation Plan
- Momence Downtown Master Plan
- River Forest Architectural & Historical Survey

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

THE LAKOTA GROUP. ALLIES IN PLACE

Planning
Urban Design
Landscape Architecture
Historic Preservation
Community Engagement

Comprehensive Plan Update - Libertyville, IL

The Village of Libertyville undertook a collaborative planning process with The Lakota Group, Sam Schwartz, SB Friedman, Duncan Associates, community residents and stakeholders to update its Comprehensive Plan. The Plan outlines important policies and strategies related to land use and development, downtown, infrastructure and capital improvements, housing and neighborhoods, open spaces and natural resources, transportation, historic preservation, quality of life, and community sustainability and resiliency. The process for developing the Comprehensive Plan provided a unique opportunity for community residents and stakeholders to participate in the planning process and communicate their ideas regarding Libertyville's future.

Statistics

Start Date: March 2018
Completed: March 2021

Reference

John Spoden, AICP
Village of Libertyville
Director of Community Development

(847) 918-2028
jspoden@libertyville.com

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

THE LAKOTA GROUP. ALLIES IN PLACE

Planning
Urban Design
Landscape Architecture
Historic Preservation
Community Engagement

2017 Daniel Burnham Award for Best Comprehensive Plan
American Planning Association, Illinois Chapter

Comprehensive Plan Update Yorkville, Illinois

Lakota was engaged by the United Village of Yorkville (pop: 17,742) to help undertake an 18-month process to prepare an update to its 2008 Comprehensive Plan. Yorkville, located 55 miles to the southwest of Chicago in semi-rural Kendall County and along the scenic Fox River Valley, had experienced significant residential and commercial growth during the early to mid-2000s – the community largely doubling in population during that time period. However, since the national economic recession of 2008, residential and commercial development had slowed substantially, and the land use and growth scenarios proposed within the 2008 Comprehensive Plan were unrealistic given current economic conditions. The 2015 Comprehensive Plan Update proposes a new future land use and development framework that largely concentrates growth in existing residential areas, along with strategies that deal with "paper" subdivisions lacking plat and entitlements.

In addition, the Plan provides detailed planning strategies for the revitalization of its traditional downtown district along the Fox River, as well as recommendations for parks and open space, infrastructure systems, expanded industrial areas, transportation, and urban design and placemaking. Lakota was assisted in the Plan's preparation by TY Lin International, Goodman Williams Group and an 18-member Steering Committee composed of key community stakeholders.

Statistics

Start Date: October 2014
Completed: August 2016

Reference

Krysti J. Barksdale-Noble, AICP
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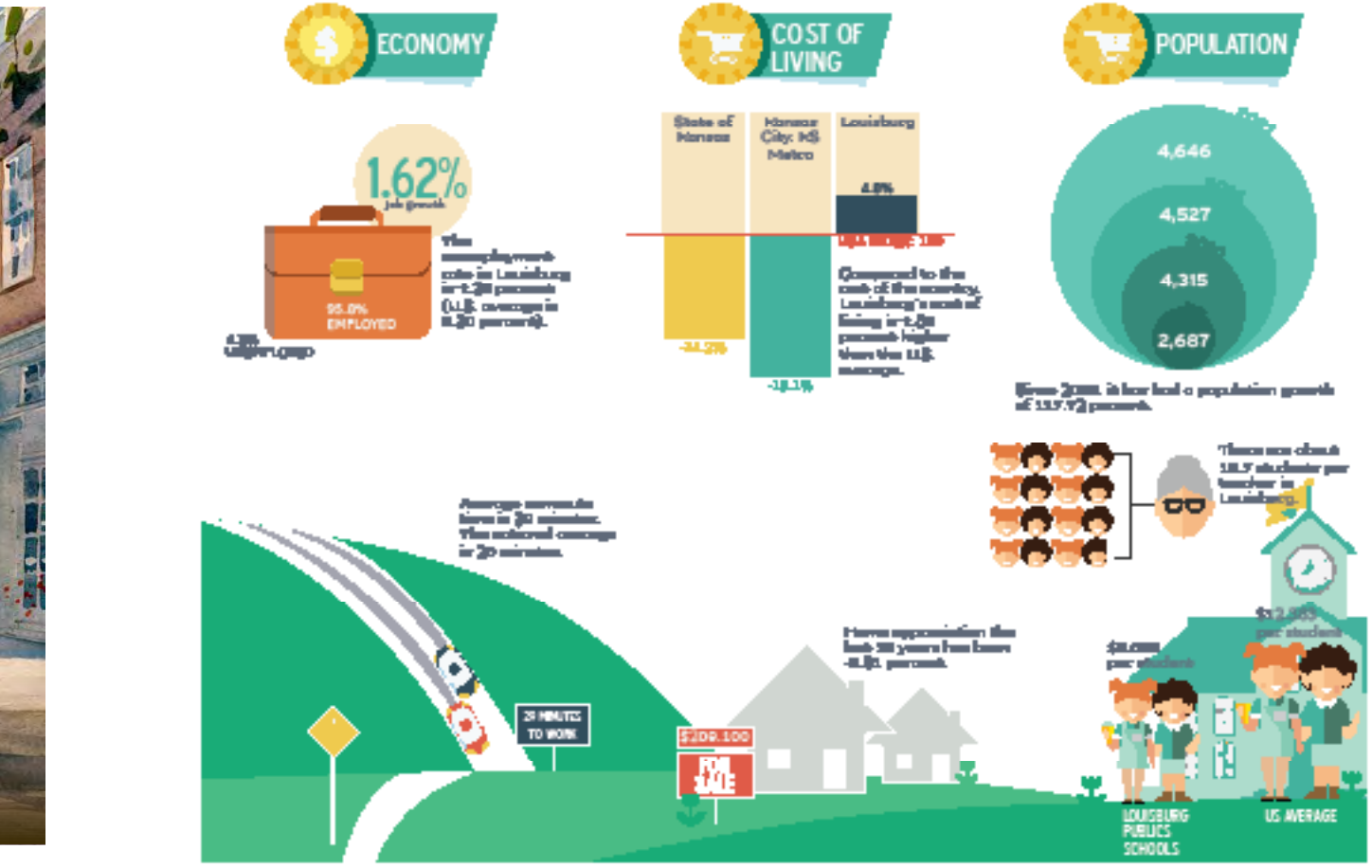
United Village of Yorkville

(630) 553-8573
knoble@yorkville.il.us

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

THE LAKOTA GROUP. ALLIES IN PLACE

Planning
Urban Design
Landscape Architecture
Historic Preservation
Community Engagement



Comprehensive Plan Louisburg, Kansas

The Lakota Group was engaged by the City of Louisburg to create a Comprehensive Plan that represents a clear, compelling vision and framework for Louisburg's long-term growth,development and quality of life. The Plan is more than just a Comprehensive Plan–it's theBright Future Plan–a guiding document that builds on Louisburg's assets and strengths while looking forward to an enhanced quality of life, new job opportunities, a revitalized downtown, and vibrant neighborhoods and shopping districts. The Bright Future Plan was created through a dynamic, democratic process that combined an analysis of physical, environmental, economic, and social characteristics with community input and participation. Through various implementation strategies, investment guides, and recommendations, the Plan will foster a physical, economic, and social environment that, in turn, creates a more livable, vibrant, and connected community.

Statistics

Start Date: December 2016
Completed: November 2017

Reference

Jean Carder
Communications Coordinator
City of Louisburg

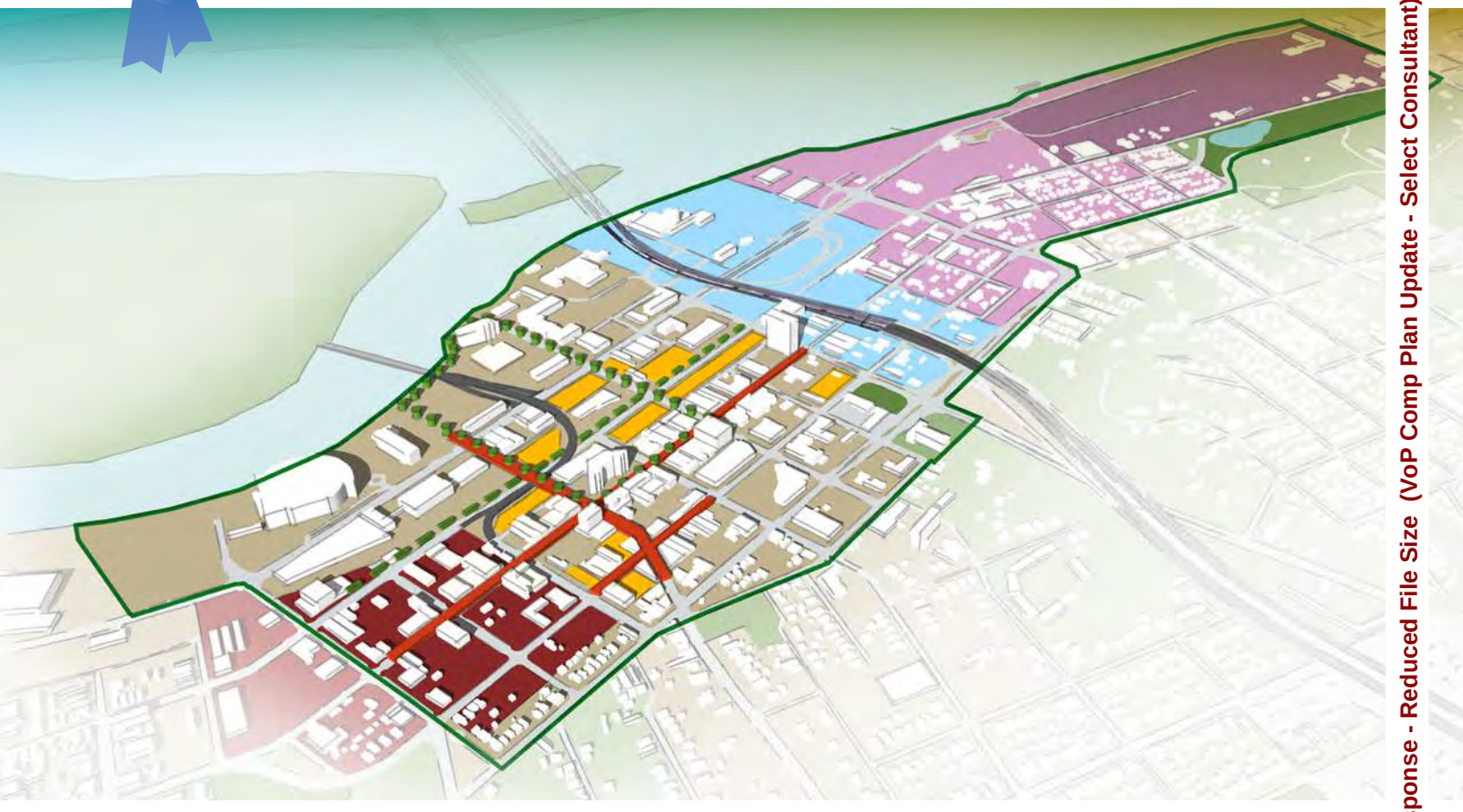
(913) 837-5371
jcarder@louisburgkansas.gov

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

THE LAKOTA GROUP. ALLIES IN PLACE

2014 Award-Strategic Plan
American Planning Association, Illinois Chapter

Planning
Urban Design
Landscape Architecture
Historic Preservation
Community Engagement



Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Riverfront Neighborhoods Comprehensive Plan Update Moline, Illinois

The Lakota Group was engaged by the Village of Moline and Renew Moline, a private-sector development group, to undertake a collaborative process for updating the Moline Centre, Floreciente, and Edgewater Neighborhood Master Plans. The updates addressed the Village of Moline's issues related to downtown revitalization, land use, neighborhood housing, urban design and streetscape improvement, small business development initiatives, transportation and roadway networks, and enhancements to the Mississippi River waterfront. The Moline Centre update also focused on potential land development scenarios in the Interstate 74 Realignment Zone due to the pending construction of the Interstate 74 Bridge connecting Moline to the Iowa side of the Quad Cities. With the commencement of bridge construction in 2017, Lakota was rehired by Renew Moline to conduct a more formal assessment of development conditions and feasibility within the I-74 Realignment Zone. The new effort will provide detailed land use and development concepts, examining form and density, traffic circulation patterns, infrastructure considerations, and phasing strategies within the impacted areas.

Statistics

Start Date: June 2013
Completed: April 2014

Reference

Jeff Anderson
Village Planner
Village of Moline

(309) 524-2038
janderson@moline.il.us

THE LAKOTA GROUP. ALLIES IN PLACE

Planning
Urban Design
Landscape Architecture
Historic Preservation
Community Engagement

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Pryor Creek Comprehensive Plan and Zoning Code Update Pryor Creek, Oklahoma

In 2015, the City of Pryor, in collaboration with Pryor citizens and stakeholders, initiated a year-long process to create its first Comprehensive Plan since 1974—a Plan that creates a new strategic vision and direction for Pryor that capitalizes on the community's existing assets, including its neighborhoods, excellent schools, the nearby MidAmerica Industrial Park, community services, and local parks and recreational amenities. This new Comprehensive Plan comes at a time when the Pryor community is seeking ways to enhance its economic and civic vitality while addressing the challenges of aging infrastructure and limited financial resources.

In addition to a new strategic vision, the Comprehensive Plan also provides strategies for improving the economic growth and visual appearances of its historic downtown district and adjacent U.S. Route 69 commercial corridor. These strategies include diversifying housing opportunities and maintaining Pryor's older neighborhoods, adding new open space and recreational opportunities where needed, and investing in and building partnerships that enhance the community's well-being, health, and overall quality of life.

Statistics

Start Date: October 2015
Adoption: September 2017

Reference

Mayor Jimmy Tramel
City of Pryor Creek

(918) 825-4077
tramelj@pryorcreek.org

THE LAKOTA GROUP. ALLIES IN PLACE

Planning
Urban Design
Landscape Architecture
Historic Preservation
Community Engagement

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Comprehensive Plan LaSalle, Illinois

In February 2014, The Lakota Group, along with a team of subconsultants—T.Y. Lin International and the Community Land Use and Economics Group Group—completed a comprehensive plan for the City of LaSalle, Illinois. The plan, which was funded by the Illinois Department of Commerce and Economic Opportunity Hurricane Ike Recovery Program, involved creating and prioritizing planning and implementation strategies for LaSalle's long-term flood prevention efforts and community and economic development. Implementation strategies addressed critical issues related to adequate infrastructure, enhanced aesthetics, downtown business development, housing, parks, open spaces, transportation options, historic resources, and achieving a more diverse and sustainable economy.

Statistics

Start Date: May 2013
Completed: March 2014

Reference

Jeff Grove
Mayor
City of LaSalle

(815) 223-3755
j.grove@lasalle-il.gov

THE LAKOTA GROUP. ALLIES IN PLACE

Planning
Urban Design
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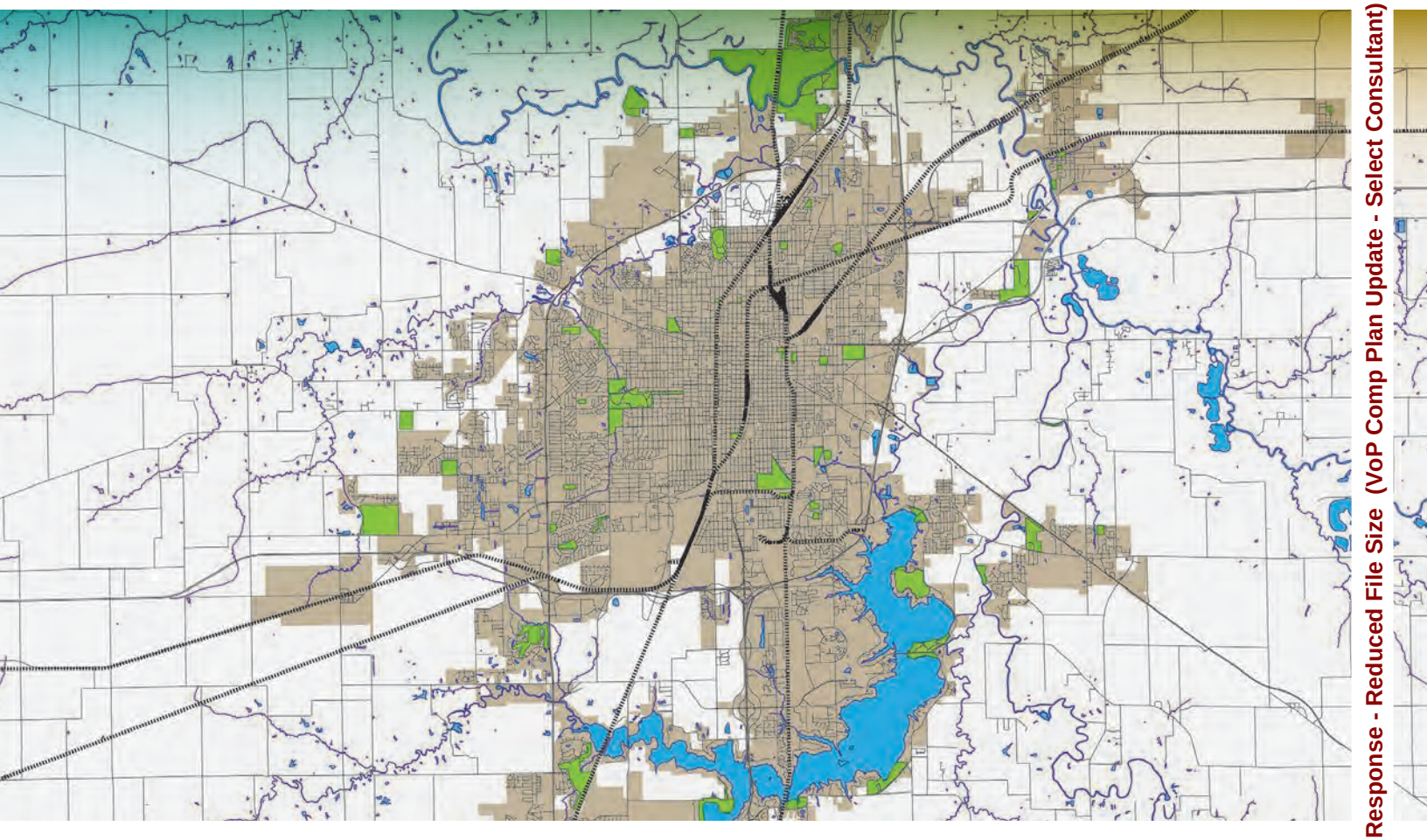
Community Engagement



Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Springfield-Sangamon County Regional Plan Sangamon County, Illinois

The Lakota Group was engaged by the Springfield-Sangamon County Regional Planning Commission to prepare a Regional Plan for Sangamon County, which includes the City of Springfield and 26 other townships, municipalities and unincorporated communities. The Plan was part of a multi-year stakeholder engagement process undertaken by the Springfield-Sangamon County Regional Planning Commission to determine critical regional planning issues related to land use, economic development, agriculture, open space and recreation, historic preservation and tourism, sustainability and quality of life, and intergovernmental cooperation and efficiency. The Plan addressed these issues through a series of detailed planning strategies and implementation actions. The Plan also includes recommended land use development strategies for important transportation corridors and the region's small towns and hamlets.

Statistics

Start Date: November 2012
Completed: April 2014

Reference

Norm Sims
Executive Director
Springfield-Sangamon County
Regional Planning Commission

NormS@co.sangamon.il.us

THE LAKOTA GROUP. ALLIES IN PLACE

Planning
Urban Design
Landscape Architecture
Historic Preservation
Community Engagement

Comprehensive Plan Update Chadron, Nebraska

The Lakota Group, along with a team of sub consultants –Baker Engineering of Scottsbluff, Nebraska and Urban Development Services of San Antonio, Texas –completed a new Comprehensive Plan for the Village of Chadron, Nebraska (pop: 5,767), the county seat of Dawes County and home to Chadron State College. The Plan updates an earlier comprehensive plan from 1997 and addresses issues related to neighborhoods and housing, growth management and Village infrastructure, parks and open space, urban design, transportation and bike trail networks, small business development, downtown revitalization, and heritage tourism. An energy efficiency element that documented Chadron's energy infrastructure and usage by land use, as well as recommended measures for encouraging energy conservation by the public and private sectors, was also incorporated into the Comprehensive Plan.

Statistics

Start Date: August 2014
Completed: January 2015

Reference

Janet Johnson
Zoning/Building Official
Village of Chadron

(308) 432-0506
codes@chadron-nebraska.com

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

THE LAKOTA GROUP. ALLIES IN PLACE

Planning
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Historic Preservation
Community Engagement

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Village-Wide Architectural & Historical Survey River Forest, Illinois

Lakota led a team of architectural historians and surveyors in completing a community -wide architectural and historical survey of buildings and properties within the Village of River Forest. River Forest is known for its diverse collection of Queen Anne, Prairie School, Tudor and Colonial Revivals, and Mid-Century Modern homes and commercial buildings. It is also known for the William H. Winslow House, Frank Lloyd Wright's first independent commission. The survey included the field documentation and evaluation of over 2,900 properties, including 800 buildings already located in River Forest's existing National Register Historic District, and a comprehensive context statement serving as a framework for understanding the architectural and historical significance of River Forest's architectural heritage. It also included documentation of three Jens Jensen-designed parks. The on-site survey work was completed using an Apple iPad and customized survey software. After the conclusion of the project, the Village updated its historic preservation ordinance to add a demolition delay provision – a provision that would apply to architecturally and historically significant properties identified in the survey.

Statistics

Start Date: May 2012
Completed: August 2013

Reference

Lisa Scheiner
Acting Village Administrator
Village of River Forest

(708) 714-3554
lscheiner@vrf.us

THE LAKOTA GROUP. ALLIES IN PLACE

Planning
Urban Design
Landscape Architecture
Historic Preservation
Community Engagement

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

State of Oregon Main Street Revitalization Services Oregon

Lakota provided revitalization services to 11 communities participating in the Oregon Main Street Program—an economic development program for traditional commercial districts developed by the National Trust for Historic Preservation. Lakota's services to the Oregon communities involved management consultations and intensive training in the Main Street Four-Point Approach®, an economic development tool used for revitalizing downtown districts by leveraging a community's local assets.

Statistics

Start Date: January 2009
Completed: June 2009

Reference

Gary Van Huffel
State of Oregon

(503) 986-0123

THE LAKOTA GROUP. ALLIES IN PLACE

Planning
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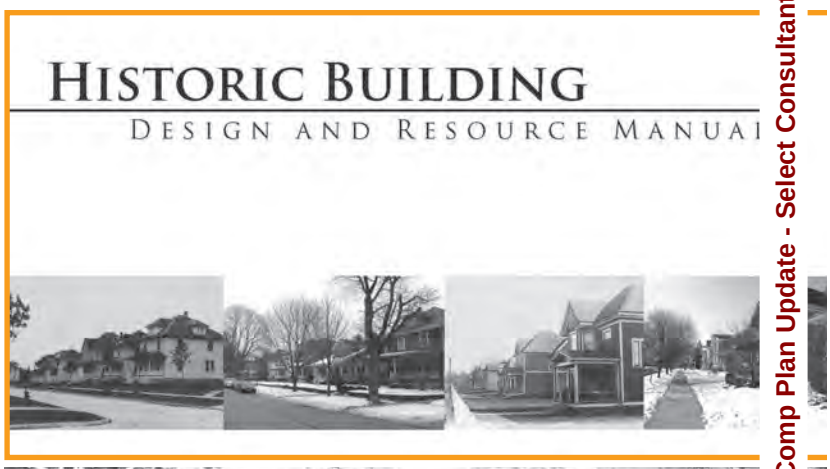
Landscape Architecture
Historic Preservation
Community Engagement



Historic Design & Resource Manual Naperville, Illinois

Lakota and Bailey-Edward Architecture prepared a set of design guidelines for Naperville's National Register and locally-designated Historic District. The District is primarily composed of residential resources and is also the location of North Central College's main campus. The guidelines address building rehabilitation and restoration methods, new additions and construction, landscape elements, and green and energy efficiency techniques. The document will be used by the Naperville Historic Preservation Commission for its Certificate of Appropriateness review processes and for preservation education activities.

Statistics

Start Date: February 2010
Completed: August 2010

Reference

Gabrielle Mattingly
Assistant Planner
City of Naperville

(630) 305-5316

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

THE LAKOTA GROUP. ALLIES IN PLACE

Planning
Urban Design
Landscape Architecture
Historic Preservation
Community Engagement

Northeast Neighborhood + Eddy Street Corridor Master Plan

South Bend Indiana

The Lakota Group prepared a redevelopment plan and design guidelines for a deteriorated, underdeveloped neighborhood located between the University of Notre Dame and downtown South Bend. This effort focused on creating a mixed-use community that includes new single-family homes, row homes, condominiums, apartments, shops, restaurants, and hotels to serve local residents, faculty, students, and visitors. Lakota worked closely with several governmental and non-profit entities to create the future vision of a dynamic neotraditional neighborhood. The guidelines included a range of urban design, landscape, streetscape, and architectural images that illustrated the new development's desired character. Lakota also assisted the University in finding and recruiting the plan's master developer. Two phases of the redevelopment plan, the mixed-use Eddy Street Commons and the mixed-income Triangle Neighborhood, have been constructed.

The Northeast Neighborhood Design Guidelines and Master Plan won a Merit Award from the Illinois Chapter of the American Society of Landscape Architects in 2013.

Statistics

Start Date: 2003
Completed: 2005
Updated: 2008

Reference

Greg Hakanen
Director of Asset Management and
Real Estate Development
University of Notre Dame

(574) 631-9979
hakanen.1@nd.edu

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

THE LAKOTA GROUP. ALLIES IN PLACE

Planning
Urban Design
Landscape Architecture
Historic Preservation
Community Engagement

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Central District Land Use and Zoning Update Highland Park, Illinois

The Lakota Group led a team, which included Duncan Associates, to prepare a master plan for two largely underdeveloped portions of Highland Park's otherwise successful downtown. The goal of the Highland Park land use and zoning study is to determine the optimal land-use mix, urban design components, and regulations needed to support new development and to maximize the potential of these transit-oriented areas. The process included a detailed examination of existing buildings, urban form, open spaces, streetscapes, and zoning regulations in order to understand the elements and conditions that contribute to the downtown's physical structure and appearance. Multiple development concepts were created for each target area and presented to the community. The concepts represent a range of land uses and building heights and layouts, while balancing parking, open space, transportation linkages, streetscape character, and sustainability. The visions led to zoning amendment recommendations, which were approved by the city.

Statistics

Start Date: April 2012
Completed: February 2013

Reference

Lee Smith
Senior Planner
City of Highland Park

lsmith@cityhpil.com

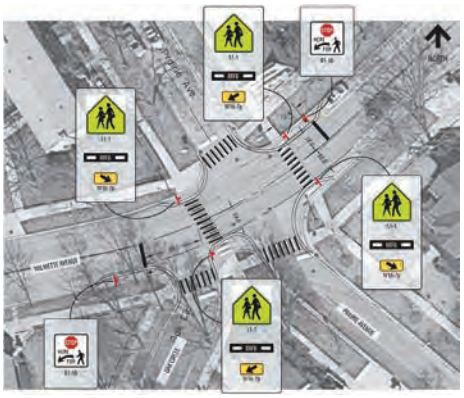
Kimley»Horn

Village-Wide Multimodal Transportation Engineering Services

Wilmette, Illinois

For over the past eight years, Kimley-Horn has served as a preferred consultant to the Village of Wilmette while completing a range a transportation engineering tasks throughout the community. Our array of projects within the Village range from neighborhood traffic studies and traffic calming analysis to pedestrian safety evaluations and crosswalk improvements to design plans for bike boulevards, rectangular rapid-flashing beacons, and crosswalk enhancements. Additionally, Kimley-Horn has prepared traffic studies on behalf of the Village for numerous private development proposals and review those prepared by thrid-party consultants.

Recently, Kimley-Horn developed a five-year implementation strategy for the Village's Master Bike and Active Transportation Plan. Referencing various pedestrian and bicycle improvements outlined in the plan, Kimley-Horn developed an approach that maximized cost and efficiency through mapping and pairing improvements with programmed Capital Improvement Plan projects and elements from other plans, prioritized connections with the greatest impacts across the community among both short and long-term projects and maintained a defined annual budget toward implementation.



Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Kimley»Horn

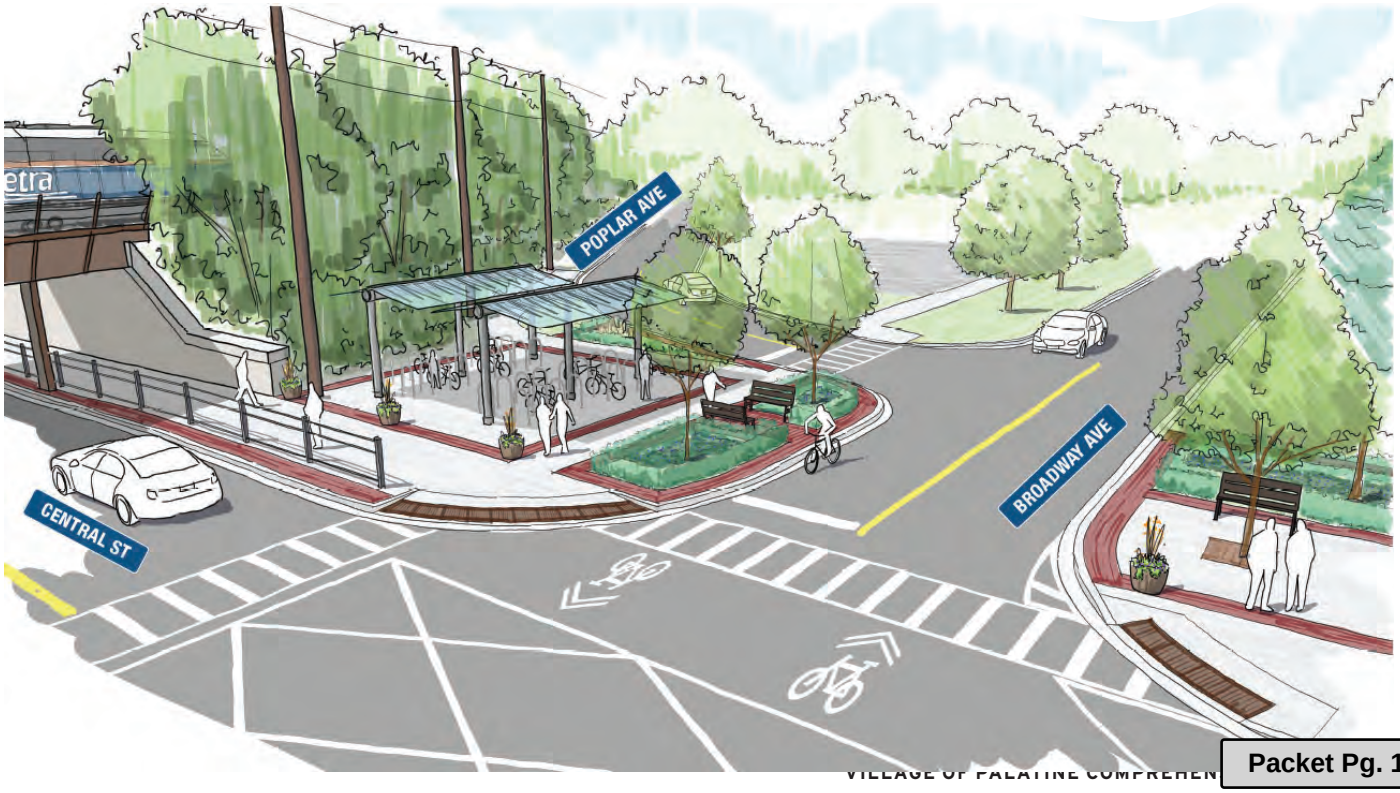
Green Bay Road Corridor Improvement Plan

Evanston, Illinois

Kimley-Horn is currently performing Phase I and Phase II planning and design services for the City of Evanston along the Green Bay Road corridor. The study corridor at the northern end of the City includes two schools, the thriving Central Street business district, multiple CTA and Pace bus routes, and the Central Street Metra station. In partnership with the City to comprehensively improve the corridor through a range of components including sidewalk widening and improvements, traffic signal modernization, utility and lighting upgrades, streetscape and public realm enhancements, improved transit access and bicycle facilities, and overall pavement rehabilitation, the plan will create a safe corridor for all users and serve ADA requirements.

The project is currently entering Phase II design and when implemented, will provide significant improvement that will address current deficiencies within the public realm, enhance safety, positively contribute to the quality of life for residents, businesses, and visitors in the area.

MCCORMICK TO ISABELLA
GREEN BAY ROAD
WALK • BIKE • TRANSIT • DRIVE



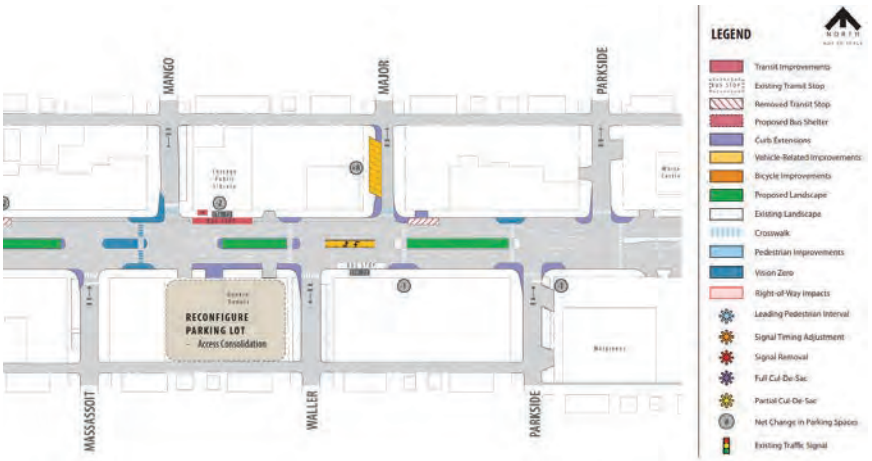
Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

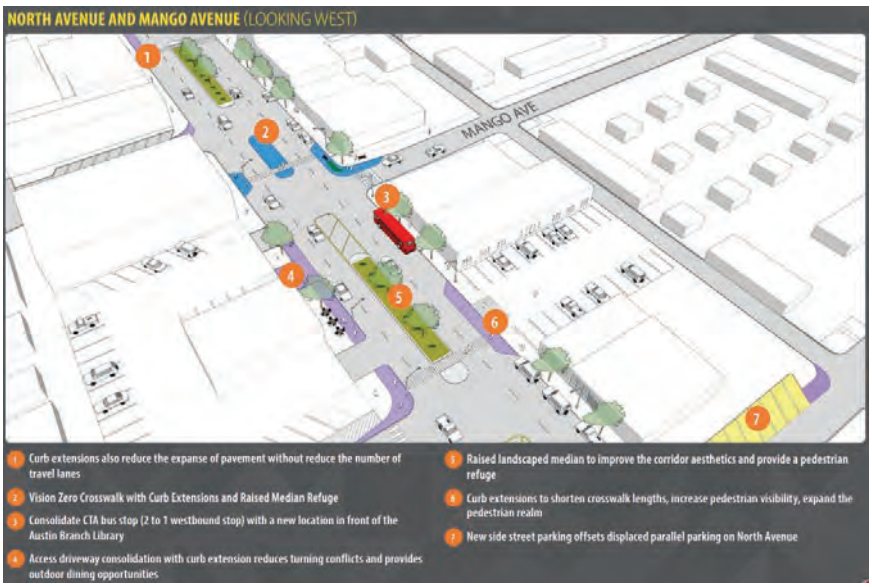
Kimley»Horn

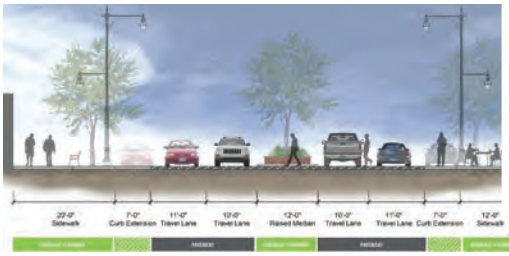
North Avenue Multimodal Safety and Mobility Plan

Chicago, Illinois

Kimley-Horn led a multimodal corridor plan with the Chicago Department of Transportation (CDOT) along a two-mile stretch of North Avenue between Harlem Avenue and Central Avenue that forms the border of Chicago and Oak Park. In addition to the two neighboring communities, the project included several agencies and stakeholders including IDOT, CTA, Pace, and CMAP among local community organizations. Completed in 2021, a key focus of the study included enhancing pedestrian safety and level of comfort along and across the busy state route. Elements of the plan include increasing pedestrian crossing locations, installing new medians and pedestrian refuges, constructing curb extensions and widened pedestrian spaces, establishing new corner plazas and public people spaces, adding bus stop amenities, and leveraging transportation to create opportunities that enhance the quality and experience of the pedestrian realm while supporting broader community goals relating to economic development, safety, character, and sustainability.







Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Kimley»Horn

Purdue University - Third Street Conversion

West Lafayette, Indiana

Kimley-Horn led a multi-disciplined team to prepare plans for the conversion of Third Street from a vehicular roadway into a vibrant active transportation corridor and engaging public space, strengthening the physical and social connections between the student residential district and the academic campus core. Key elements of the plan included removing vehicular traffic on Third Street, extending a cycle track linking key bike routes on campus, activating the corridor with gathering areas and social spaces, continuing to serve adjacent buildings and events, and establishing future installations for art and opportunities to recognize and celebrate student success. Concept and schematic design stages were completed in Fall 2019. Kimley-Horn developed plans for an interim phase of implementation completed in Summer 2020 in advance of students returning to campus.

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

SB Friedman
Development Advisors

COMPREHENSIVE HOUSING STUDY, POLICY AND ACTION PLAN

CITY OF WAUWATOSA, WISCONSIN

LOCATION
Wauwatosa, WI

DATES OF ENGAGEMENT
2015 – 2017

PROPOSED KEY PERSONNEL INVOLVED
Fran Lefor Rood
Caitlin Amos
Ryan Schmitt

SB Friedman conducted a comprehensive housing study and prepared a municipal housing policy and action plan for the City of Wauwatosa, Wisconsin, to help the City proactively address the housing needs of current and future residents.

The City of Wauwatosa, a desirable inner-ring suburb of Milwaukee and major regional employment center, sought a comprehensive housing policy to ensure the City is meeting the housing needs of current and future residents. As a first step, SB Friedman conducted a Comprehensive Housing Study and Needs Analysis, which identified the following housing needs and issues:

- Lack of available and/or affordable housing options for the local workforce, lower-income families, seniors, and people with special needs;
- Accessibility and deferred maintenance issues associated with an aging housing stock;
- Challenges to the ability of current residents to age in place; and
- Limited availability of a mix of housing types.

As a follow up to this study, SB Friedman crafted a Housing Policy and Action Plan for the City. We delivered:

- A menu of strategies that have proven effective in other communities targeted to each policy area;
- An implementation "toolkit" of available financial and regulatory tools;
- Potential changes to City policies and practices that may be necessary to implement the housing strategies;
- Detailed case studies; and
- Evaluation of the impacts of an inclusionary housing policy on multifamily development.

Results: *We presented the Housing Policy and Action Plan to Wauwatosa's Community Affairs Commission in September 2017. The Common Council intends to refine, vote upon, and potentially enact the draft housing policy.*

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

SB Friedman
Development Advisors

ECONOMIC DEVELOPMENT STRATEGY & DEVELOPER RECRUITMENT

VILLAGE OF LIBERTYVILLE, ILLINOIS

LOCATION
Libertyville, IL

DATES OF ENGAGEMENT
2002 – 2005

PROPOSED KEY PERSONNE INVOLVED
N/A

SB Friedman worked with the Village of Libertyville on a series of separate yet related assignments, including an overall economic development strategy and a redevelopment strategy for the School Street site.

In preparing the overall economic development strategy for the Village, we:

- Conducted interviews with key informants;
- Evaluated the Village's economic position in the region;
- Identified economic development opportunities in the Village;
- Held a workshop session with the Village to prioritize opportunities; and
- Developed an action plan to carry out projects.

Working as part of a consulting team, we then prepared a redevelopment strategy for the School Street Redevelopment Area, a key site in the downtown area, including an evaluation of alternative development concepts based on the site's context and capacity, and recommended action steps.

One of the recommendations to develop the site was to recruit developers through a formal Request for Qualifications/Proposals (RFQ/P) process. We prepared development guidelines, conducted an economic analysis to estimate potential land price, determined a developer strategy and solicited developers, evaluated developer qualifications and project proposals, provided support during deliberations, and assisted in negotiating with the selected developer regarding business terms, responsibilities and performance requirements.

Results: *The Village utilized the economic development strategy in its priority-setting and annual work plans. For the School Street site, the Village selected The Hummel Group as developer. After a foreclosure stalled the project, it was taken over and completed by developer John McLinden and StreetScape Development.*

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Recent Awards

The Yorkville Plan **United City of Yorkville**
2017 Daniel Burnham Award for a Comprehensive Plan, American Planning Association - Illinois Chapter

Calumet and Southeast Chicago Lakefront Region Wayfinding Concept **Calumet Collaborative**
2017 Chicago Blue River Award, Friends of the Chicago River

Hubbard Woods Master Plan **Winnetka Park District**
2016 Merit Award, American Society of Landscape Architects - Illinois Chapter

Lakefront Master Plan **Winnetka Park District**
2016 Strategic Plan Award, American Planning Association - Illinois Chapter

Calumet and Southeast Chicago Lakefront Region Wayfinding Concept **Calumet Collaborative**
2016 Honor Award, American Society of Landscape Architects - Illinois Chapter

St. Cloud Placemaking Plan **St. Cloud, Minnesota**
2015 Merit Award, American Society of Landscape Architects - Illinois Chapter

Riverfront Neighborhoods Comprehensive Plan Update **Moline Centred**
2014 Strategic Plan Award, American Planning Association - Illinois Chapter

Master Development Plan **MedQuarter Regional Medical District**
2014 Chapter Award, Urban Design, American Planning Association - Iowa Chapter

Campus & Outdoor Classroom **Thomas J. Waters Elementary School**
2013 Merit Award, American Society of Landscape Architects - Illinois Chapter

Lockport Street Streetscape Design **Plainfield, IL**
2012 President's Award, American Society of Landscape Architects - Illinois Chapter

Improvement & Utility Reconstruction **Lockport Street**
2011 Merit Award, Chicago Building Congress

Northeast Neighborhood/Eddy Street Corridor Plan **Village of South Bend/University of Notre Dame**
2010 Merit Award, American Society of Landscape Architects - Illinois Chapter

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Our Allies

Comprehensive Plan
Libertyville, IL
John Spoden
City of Libertyville, Director of Community Development
(847) 918-2028

Riverfront Neighborhoods Comprehensive Plan
Moline, Illinois
Jeff Anderson
City Planner, City of Moline
(309) 524-2038
anderson@moline.il.us

Comprehensive Plan Update
Yorkville, Illinois
Krysti J. Barksdale-Noble, AICP
United City of Yorkville, Community Development Director
(630) 553-8573
knoble@yorkville.il.us

County Regional Plan
Springfield-Sangamon, Illinois
Norm Sims
Executive Director, Springfield-Sangamon
County Regional Planning Commission
NormS@co.sangamon.il.us

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Cost Proposal

Palatine Comprehensive Plan	
Thursday, September 29, 2022	
Work Scope/Phases/Tasks/Hours/Fees	
PHASE 1: STATE OF THE VILLAGE	
TASK 1.1: PROJECT START MEETING and VILLAGE TOUR (Visit #1, Meeting #1)	
TASK 1.2: COMMUNITY ORIENTATION SESSION (Visit #2, Meeting #2)	
TASK 1.3: PROJECT WEBSITE, BRAND and SOCIAL MEDIA OUTREACH	
TASK 1.4: FIELDWORK and LAND USE INVENTORY (Visit #3)	
TASK 1.5: BASE MAPPING & EXISTING PLAN ANALYSIS	
TASK 1.6: TECHNICAL WORKING GROUP SESSION (Visit #4, Meeting #3)	
TASK 1.7: PLAN STEERING COMMITTEE SESSION (Visit #4, Meeting #4)	
TASK 1.8: STAKEHOLDER INTERVIEWS/FOCUS GROUP SESSIONS (Visit #5, Meeting #5 - (2 days))	
TASK 1.9: COMMUNITY OPEN HOUSE #1: SPEAK-OUT SESSION (Visit #6, Meeting #6)	
TASK 1.10: FIELD OFFICE ACTIVATION (Visit #7, Meeting #7)	
TASK 1.11: STAKEHOLDER INTERVIEW AND OPEN HOUSE SUMMARY (DELIVERABLE 1)	
TASK 1.12: LAND USE AND BUILD-OUT ANALYSIS	
TASK 1.13: DEMOGRAPHICS AND MARKET/ECONOMIC BASE ANALYSIS	
TASK 1.14: HOUSING ASSESSMENT	
TASK 1.15: RETAIL AND COMMERCIAL ASSESSMENT	
TASK 1.16: INDUSTRIAL/OFFIC ASSESSMENT	
TASK 1.17: OPEN SPACE/GREEN INFRASTRUCTURE ASSESSMENT	
TASK 1.18: TRANSPORTATION/INFRASTRUCTURE ASSESSMENT	
TASK 1.19: DOWNTOWN ANALYSIS	
TASK 1.20: URBAN DESIGN/PLACEMAKING/HISTORIC PRESERVATION ANALYSIS	
TASK 1.21: ZONING/REGULATORY REVIEW ANALYSIS	
TASK 1.22: STATE OF THE VILLAGE REPORT (DELIVERABLE 2)	
TASK 1.23: REVIEW MEETING (Visit #8, Meeting #8)	
Subtotal Hours	
Subtotal Fees	
Total Phase 1 Fee by Firm	
Total Phase 1 Fee:	$109,070
PHASE 2: COMMUNITY VISIONING	
TASK 2.1: VISION, GOALS AND OBJECTIVES	
TASK 2.2: TECHNICAL WORKING GROUP SESSION (Visit #9, Meeting #9)	
TASK 2.3: STEERING COMMITTEE SESSION (Visit #9, Meeting #10)	
TASK 2.4: COMMUNITY OPEN HOUSE #2: VISIONING WORKSHOP (Visit #10, Meeting #11)	
TASK 2.5: FIELD OFFICE ACTIVATION (Visit #11, Meeting #12)	
TASK 2.6: WORKSHOP AND FIELD OFFICE DISCUSSION SUMMARIES (DELIVERABLE 3)	
TASK 2.7: DRAFT COMPREHENSIVE PLAN (DELIVERABLE 4)	
TASK 2.8: VILLAGE REVIEW MEETING Visit #12, Meeting #13)	
Subtotal Hours	
Subtotal Fees	
Total Phase 2 Fee by Firm	
Total Phase 2 Fee:	$38,220
PHASE 3: FINAL COMPREHENSIVE PLAN AND IMPLEMENTATION STRATEGY	
TASK 3.1: SECOND DRAFT PLAN & IMPLEMENTATION STRATEGY (DELIVERABLE #5)	
TASK 3.2: STEERING COMMITTEE SESSION (Visit #13, Meeting #14)	
TASK 3.3: COMMUNTIY OPEN HOUSE #3 (Visit #14, Meeting #15)	
TASK 3.4: THIRD DRAFT PLAN AND IMPLEMENTATION STRATEGY (DELIVERABLE #6)	
TASK 3.5: TECHNICAL WORKING GROUP SESSION (Visit #15, Meeting #16)	
TASK 3.6: STEERING COMMITTEE SESSION (Visit #15, Meeting #17)	
TASK 3.7: FINAL COMPREHENSIVE PLAN AND IMPLEMENTATION STRATEGY (DELIVERABLE #7)	
TASK 3.8: PLAN COMMISSION PRESENTATION MEETING (Visit #16, Meeting #18)	
TASK 3.9: VILLAGE BOARD PRESENTATION (Visit #17, Meeting #19)	
Subtotal Hours	
Subtotal Fees	
Total Phase 3 Fee by Firm	
Total Phase 3 Fee:	$34,330
Total Hours by Staff	
Subtotal Fee by Staff	
Total Fee by Firm	
Project Fee Total =	**$177,000**
Expense Estimate (3% of Fee) =	**$5,310**
Total Project Budget =	**$182,310**

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

LAKOTA					Kimley-Horn			SBF Co.		Project Hours
Staff Hours					Staff Hours			Staff Hours		
A	B	C	D	E	A	B	C	A	B	
2	2		2		2	2		2	2	14
2	2			2						6
				8						8
	4	2	8			4	4	4	4	30
	6	2	4	20	2		4	2	4	44
	2	2	2		2					8
2	2	2	2		2					10
	16	8			8			12	12	56
	2	2	4	8	4	4				24
	6			6						12
	4		4	2					4	14
2	2	2	8					2	4	20
								6	14	20
								8	24	32
								8	24	32
								12	24	36
2	2	2	2							8
					16	24	24			64
	4		6		2		4	8	16	40
2	2		2	8				10	20	44
	2			4						6
	6	4	4	16	2	2	4			38
2	2				2			2	2	10
										0
										0
14	**66**	**26**	**48**	**74**	**42**	**36**	**40**	**76**	**154**	**1152**
$4,060	**$19,140**	**$4,940**	**$6,960**	**$6,660**	**$9,450**	**$5,760**	**$5,000**	**$19,380**	**$27,720**	
		$41,760				**$20,210**			**$47,100**	
2	6		24	6	2	4	4	4		52
	2		2		2				4	10
	2		2		2			4	2	12
	4		18	4	4					30
	6		6							12
	2		4							6
2	16		24	4	4	10	10	2	20	92
2	2				2					6
										0
6	**40**	**0**	**80**	**14**	**16**	**14**	**14**	**10**	**26**	**220**
$1,740	**$8,800**	**$0**	**$11,600**	**$1,260**	**$3,600**	**$2,240**	**$1,750**	**$2,550**	**$4,680**	
		$23,400				**$7,590**			**$7,230**	
2	12		24	16	2	4	8	5	10	83
	2		2		2					6
	4		4	6		4				18
	4		6	2	2	2	12	3	6	37
	2				2					4
	2				2					4
	4		6		2	4	12		4	32
2	2		2		2					
	2		2		2			4	2	12
										0
4	**34**	**0**	**46**	**24**	**16**	**14**	**32**	**12**	**22**	**196**
$1,160	**$7,480**	**$0**	**$6,670**	**$2,160**	**$3,600**	**$2,240**	**$4,000**	**$3,060**	**$3,960**	
		$17,470				**$9,840**			**$7,020**	
24	**140**	**26**	**174**	**112**	**74**	**64**	**86**	**98**	**202**	**1568**
$6,960	$30,800	$4,940	$25,230	$10,080	$16,650	$10,240	$10,750	$24,990	$36,360	
		$78,010				**$37,640**			**$61,350**	

Staff Categories	
A. Principal	$290
B. Associate Principal	$220
C. Senior Associate	$190
D. Project Planner/Designer/Manager	$145
E. Research	$90

Staff Categories	
A. Sr. Transportation Eng.	$225
B. Transportation Planner	$160
C. Trans. Analyst	$125

Staff Categories	
A. Director	$255
B. Planner	$180

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

THANK YOU

THE LAKOTA GROUP. ALLIES IN PLACE

THE LAKOTA GROUP

116 West Illinois Street
Floor 7
Chicago, Illinois 60654
p 312.467.5445
f 312.467.5484

thelakotagroup.com

Attachment: TLG RFP Response - Reduced File Size (VoP Comp Plan Update - Select Consultant)

Consider a Motion to Extend the Village's Existing Parkway Tree Trimming Program Contract for 2023 and 2024

BACKGROUND:
In 2019, the Municipal Partnering Initiative (MPI) solicited bids for parkway tree trimming, tree removals, and stump removals for 2020 through 2022. MPI is a group of local municipalities that have coordinated similar projects to benefit from bulk purchasing, the sharing of best practices, and the sharing of workloads. The MPI bid allowed municipalities to award contracts in part or in whole. Advanced Tree Care, Incorporated of Lincolnshire, Illinois submitted the most favorable pricing for the tree trimming category. The Village awarded the contract to Advanced Tree Care of Lincolnshire, Illinois. A renewal option is available for up to one additional two-year period.

The area targeted for trimming in 2023 is roughly from Quentin Road east to Hicks Road and from Dundee Road south to the Union Pacific railroad tracks. The area targeted for 2024 is roughly from Rohlwing Road east to Wilke Road and from Dundee Road south to Northwest Highway.

KEY ISSUES:

- Advanced Tree Care has agreed to an extension for the 2023 and 2024 seasons with a 2% increase in unit prices. In 2022, trees 9-15” in diameter were $2.50 per inch and trees over 15” were $2.90 per inch. The increase would adjust the prices to $2.55 per inch for 9-15” trees and $2.96 per inch for trees over 15”.
- The 2020-2022 seasons were the first term of the contract. 2023-2024 would be the one additional two-year renewal.
- Staff proposes to continue to trim trees 8 inches in diameter or smaller with in-house Forestry crews. Crews have the ability and capacity to trim smaller trees, which will free up funds and allow for a greater number of large diameter trees to be trimmed contractually.
- An estimated 1,817 trees will be trimmed contractually during 2023, and about 2,156 trees in 2024.
- Based on the estimated quantities of trees by size, the costs will be approximately $106,649.24 for the 2023 area and $130,408.61 for the 2024 area. With the price increase, this amounts to approximately $2,150 and $2,635 more in 2023 and 2024, respectively, compared to 2022 unit prices.
- Work performed by Advanced Tree Care during the past seasons has been satisfactory.

ALTERNATIVES:

1. Extend the contract with Advanced Tree Care through 2024 for the Parkway Tree Trimming Program.
2. Refer back to Staff with comments.

RECOMMENDATION:
It is recommended that the contract with Advanced Tree Care be extended through 2024 for the Parkway Tree Trimming Program.

BUDGET IMPACT:
Funds in the amount of $131,025 have been allocated in the 2023 Public Works Operating Budget for contractual tree trimming services. A similar amount will be recommended in future proposed Department Operating Budgets.

ACTION REQUIRED:
Motion to extend the contract with Advanced Tree Care, Incorporated of Lincolnshire, Illinois through 2024 for the Parkway Tree Trimming Program.

ATTACHMENTS:

- Advanced Tree Care Proposal
- 2023 and 2024 Cost Estimate
- 2023 and 2024 Cost Increase
- 2023-2028 Tree Trimming Map

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Jim Schwantz, Mayor
SECONDER:	Tim Millar, District 1 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

PROPOSAL

600 Industrial Dr.
Lincolnshire, IL 60069
Phone # (847) 587-8500
Fax # (847) 973-9484

Date: December 04, 2022
Estimate # 65782
office@advanced-treecare.com
www.advanced-treecare.com

Name / Address	Job Location / Email
Village of Palatine 148 W Illinois Ave Palatine, IL 60067 Customer number : 954697	Village of Palatine 148 W Illinois Ave Palatine, IL 60067 Work: 847-705-5200 Email: abegale@palatine.il.us

#	Item	Description	Cost
1		**Municipal Partnering Initiative (MPI)** Contract Extension 2023-24 season: For your consideration: Advanced Tree Care would like to extend the current tree MPI trimming contract to the village of Palatine for the 2023 and 2024 season. All aspects of the current contract will be extended to the Village of Palatine pertaining to Class 2 parkway tree trimming & Emergency hourly rates pertaining to the Village of Glenview in their bid #RFB 219034 Parkway Tree Trimming Program. Article 9 "Joint Purchasing/Purchasing Extension" of their Terms and Conditions extends the services to other municipalities through the Governmental Joint Purchase Act. ***As allowed in the contract. Advanced Tree request a 2% Cpi increase be applied to all unit pricing.*** Officers of Advanced Tree Excluded from conducting on site physical tree trimming work outside of Supervising project.	
		TOTAL	**$0.00**

Attachment: Advanced Tree Care Proposal (2023-2024 Parkway Tree Trimming Contract Extension)

PROPOSAL

600 Industrial Dr.
Lincolnshire, IL 60069
Phone # (847) 587-8500
Fax # (847) 973-9484

office@advanced-treecare.com
www.advanced-treecare.com

Date: December 04, 2022
Estimate # 65782

ACCEPTENCE OF PROPOSAL- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment within 10 days of satisfactory completion.

Arborist Signature X Mike Bramucci _____ **Customer Signature X** _____ **Date of Acceptence** _____

Trimming: Pruning of trees & shrubs will be in accordance with the ANSI A300 Standards of pruning as listed by the International Society of Arboriculture.

Wound Dressing: Current research shows that there is no beneficial effect from tree paint, and in some cases it is actually detrimental.

Tree Removal: Trees will be cut as low as possible. Additional charges may be necessary for unseen concrete or metal in the tree, in which case the owner will be notified.

Stump Removal: Grinding of stump to below ground level. Stump hole will be back filled with stump chips and excess chips left on site, unless otherwise stated. These chips are an excellent landscape mulch. Removal of stump chips are generally the same cost as grinding the stump.

Debris Removal: All logs and brush from pruning or removal operations will be hauled from site and area will be completely raked. Stump grindings are excluded.

Permits: When necessary, will be responsibilty of customer unless otherwise agreed too.

Terms: Items billed as completed. Check,Credit within 10 days of completion unless otherwise agreed in writing. 2.5% daily service charge on unpaid overdue accounts.

Cancelation: A written request to cancel must be recieved. Cancellation of work not received before crew arrival will be subject to our current minimun charge of $200.

Insurance: Our workers are fully covered by workman's compensation. Advanced Tree Care also carries personal injury and property damage liability. A certificate of insurance will be sent upon request.

Attachment: Advanced Tree Care Proposal (2023-2024 Parkway Tree Trimming Contract Extension)

Village of Palatine
2023 Parkway Tree Trimming Program Cost Estimate

Tree Diameter (DBH) Classes	Estimated # of Trees	Estimated Total Diameter (in inches)	Unit Price per inch	Extended Annual Total
9-15"	580	7500	$ 2.55	$ 19,125.00
15"+	1237	29569	$ 2.96	$ 87,524.24
Total Trees	1817		Total Cost	$ 106,649.24

2024 Parkway Tree Trimming Program Cost Estimate

Tree Diameter (DBH) Classes	Estimated # of Trees	Estimated Total Diameter (in inches)	Unit Price per inch	Extended Annual Total
9-15"	511	6635	$ 2.55	$ 16,919.25
15"+	1645	38341	$ 2.96	$ 113,489.36
Total Trees	2156		Total Cost	$ 130,408.61

Attachment: 2023 and 2024 Cost Estimate (2023-2024 Parkway Tree Trimming Contract Extension)

Village of Palatine
2023 Parkway Tree Trimming Program Cost Increase Estimate

	2022		2023		
Tree Diameter (DBH) Classes	Unit Price per inch	Extended Annual Total	Unit Price per inch	Extended Annual Total	Difference
9-15"	$ 2.50	$ 18,750.00	$ 2.55	$ 19,125.00	$ 375.00
15"+	$ 2.90	$ 85,750.10	$ 2.96	$ 87,524.24	$ 1,774.14
Total		$ 104,500.10		$ 106,649.24	$ 2,149.14

2024 Parkway Tree Trimming Program Cost Increase Estimate

	2022		2024		
Tree Diameter (DBH) Classes	Unit Price per inch	Extended Annual Total	Unit Price per inch	Extended Annual Total	Difference
9-15"	$ 2.50	$ 16,587.50	$ 2.55	$ 16,919.25	$ 331.75
15"+	$ 2.90	$ 111,188.90	$ 2.96	$ 113,489.36	$ 2,300.46
Total		$ 127,776.40		$ 130,408.61	$ 2,632.21

Attachment: 2023 and 2024 Cost Increase (2023-2024 Parkway Tree Trimming Contract Extension)

VILLAGE OF PALATINE
PUBLIC WORKS

N

DUNDEE ROAD (IL 68)

NORTHWEST HWY. (US 14)

HICKS ROAD

CARPENTER DRIVE

CLARK DRIVE

BALDWIN ROAD

PALATINE ROAD

QUENTIN ROAD

ILLINOIS AVENUE

TREE TRIMMING PROGRAM PHASING SCHEDULE 2023 - 2028

revised 9/07/2022

ZONE	
1	2028
2	2027
3	2023
4	2024
5	2025
6	2026

Attachment: 2023-2028 Tree Trimming Map (2023-2024 Parkway Tree Trimming Contract Extension)

Consider a Motion to Affirm the Pre-Purchase of a Replacement Fire Command Vehicle

BACKGROUND:
As part of the Capital Vehicle Replacement Budget for 2023, the Village Council appropriated $95,000 in funds for the replacement of one Fire reserve command vehicle. The vehicle is recommended for replacement after an inspection, evaluation, and life-cycle cost analysis.

The vehicle, T-406, is a 2013 Ford Expedition SUV with over 110,000 miles. The existing vehicle will be sold at auction.

In early November, Staff received notice from the Municipal Fleet Managers Association that the order bank for Ford pickup trucks opened on November 14 for the 2023 models, with no other contracts available and a price increase of 30-60% higher than the previous Suburban Purchasing Cooperative (SPC) contract pricing. Due to the on-going supply chain issues and vehicle manufacturers only allocating a limited number of orders each year, Staff desired to get ahead of the ordering backlog by purchasing vehicles in stock at dealers. A vehicle was located and the purchase is planned as a fourth quarter budget adjustment for 2022.

KEY ISSUES:
- Staff has continued to search for vehicles in Illinois, Wisconsin, Iowa, Indiana, and Michigan.
- Staff considered the Ford F-350, Dodge Ram 3500, and Chevrolet Silverado since their specifications are similar.
- Based on this vehicle's mission and availability from order banks and dealer lots, a 2023 Chevrolet Silverado 3500HD pickup truck was purchased from Homan Auto Group of Waupun, Wisconsin in the amount of $53,434.

ALTERNATIVES:
1. Affirm the purchase and outfitting of one 2023 Chevrolet Silverado 3500HD pickup truck pre-purchased from the 2023 replacement schedule.
2. Refer back to Staff with comments.

RECOMMENDATION:
Staff recommends affirming the purchase and outfitting of one 2023 Chevrolet Silverado 3500HD pickup truck in a final amount not to exceed $95,000.

BUDGET IMPACT:
A fourth quarter budget adjustment of $54,000 for the purchase is recommended. A corresponding budget reduction would be implemented in the first quarter of 2023 in a like amount. The remaining funds of $41,000 in the 2023 budget will be used for outfitting costs to purchase and install items such as radios, sirens, emergency lighting, pre-emption equipment, etc.

ACTION REQUIRED:
Motion to affirm the purchase and outfitting of one 2023 Chevrolet Silverado 3500HD pickup truck in the total amount not to exceed $95,000.

ATTACHMENTS:

- Homan Auto Group Purchase Agreement

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Greg Solberg, District 4 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Purchase Agreement

Ben Nelson
Homan Auto Group
925 W Main St
Waupun, WI 53963

Buyer	Co-Buyer	Vehicle
Village Of Palatine Jim Keats Palatine, IL 60067 E: (847) 202-6976 jkeats@palatine.il.us		2023 Chevrolet Silverado 3500HD Work Truck VIN: 1GC4YSE75PF103384 Stock #: G11482 Mileage: 4 Color: Red Hot

Purchase Details	
Retail Price:	$53,150.00
Sales Price:	$53,150.00
Savings:	$0.00
Accessories:*	$995.00
Service Contract:	$0.00
GAP:	$0.00
Government Fees:	$0.00
Doc Fees:	$289.00
Total Taxes	$0.00
Total Sales Price:	$54,434.00
Trade Allowance:	$0.00
Trade Payoff:	$0.00
Trade Equity:	$0.00
Rebate:	$1,000.00
Cash Down:	$0.00
Cash Price:	$53,434.00

X _____
Customer Signature

11/11/22
Date

X _____
Manager Signature

Date

* **Accessories:** Xzilon Protection Package: $995.00

Disclaimer:

With approved credit.

Printed 11/10/22 10:47 AM

Attachment: Homan Auto Group Purchase Agreement (Pre-Purchase a Fire Command Vehicle)

Consider a Motion to Affirm the Purchase of 2022 Budgeted Vehicles and Pre-Purchased 2023 Light Duty Vehicles

BACKGROUND:
Supply chain issues with automobile components and microchips has caused most car and truck manufacturers to create an allocation system to order vehicles. Each manufacturer only allows as many orders as they feel they can fulfill for the 2023 model year. For example, the 2023 Chevrolet/GMC pickup truck order bank opened on May 26 and closed on May 27 after filling all available order slots. Ordering for all manufacturers' 2022 models closed in 2021.

Staff expressed a desire to get ahead of the ordering backlog by purchasing vehicles in stock at dealers or placing orders quickly when limited order banks become available. At the June 20, 2022 Village Council meeting, the Council authorized the funding and the Village Manger was authorized to pre-purchase most of the 2023 replacements with vehicles from dealership lots. At the September 6 and October 3 Council meetings, the vehicles purchased thus far were affirmed ($1,036,442). Additional purchases and orders have been made since then.

KEY ISSUES:

- Staff has been searching for vehicles in the greater Chicago-metro area and Wisconsin, Iowa, Indiana, and Michigan.
- After the September 6 Council meeting, there were four pickup trucks and one van still needed for replacement at Public Works. Staff searched for these vehicles.
- The additional purchase and orders include:
    - Upfitting for one 2022 Dodge Ram 1500 SSV pickup truck that was purchased for the Police Deputy Chief in the amount of $9,755.98. The truck purchase affirmed at the September 6 Council meeting did not include upfitting costs for emergency lighting, pre-emption equipment, and prisoner partition.
    - Upfitting for one 2021 Dodge Charger sedan that was purchased for the Police Investigations Commander in the amount of $7,321.98. The vehicle purchase affirmed at the September 6 Council meeting did not include upfitting costs for emergency lighting and pre-emption equipment.
    - Upfitting for two 2022 Ford Police Interceptor Utility hybrid SUVs that was purchased for Police Patrol in the amount of $15,101.75. The vehicle purchase affirmed at the September 6 Council meeting did not include upfitting costs for pre-emption equipment.
    - Upfitting for one 2022 Ford E-Transit van that was purchased for the Public Works Buildings, Grounds, and Electrical Division in the amount of $3,650. The vehicle purchase affirmed at the September 6 Council meeting did not include upfitting costs for shelving.
- It is anticipated that purchase and outfitting costs may exceed the original proposed budgetary figures due to inflationary and supply chain pressures.

ALTERNATIVES:

1. Affirm the outfitting purchased with the 2022 budget and pre-purchased from the 2023 replacement schedule.

2. Refer back to Staff with comments.

RECOMMENDATION:
Staff recommends affirming the outfitting purchased as planned for replacement in 2022 and pre-purchased from the 2023 replacement schedule in the total amount of $35,829.71.

BUDGET IMPACT:
Of the $1,321,000 authorized at the June 20 Council meeting, there is a balance of $247,200 for completing the remaining purchases which primarily consists of vehicle outfitting.

ACTION REQUIRED:
Motion to affirm the outfitting purchased as planned for replacement in 2022 and pre-purchased from the 2023 replacement schedule in the total amount of $35,829.71.

ATTACHMENTS:

- Public Safety Direct Invoice-2022 Dodge Ram 1500 Upfitting
- Public Safety Direct Invoice-2021 Dodge Charger Upfitting
- Public Safety Direct Estimate-2023 Ford Interceptor Upfitting
- MPC Communications Quote-2023 Ford Interceptor Upfitting
- Amazon-2022 Ford E-Transit Upfitting

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Tim Millar, District 1 Councilman
SECONDER:	Brad Helms, District 6 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Public Safety Direct, Inc.
4614 W 137th Street
Crestwood, IL 60418 US
(708)389-1896
Sales@PublicSafetyDirect.com

T-509

Invoice 100440

ENTERED
OCT 2022
Initial: MK

BILL TO
Palatine Police Department
595 N Hicks Road
Palatine, IL 60067

SHIP TO
Palatine Police Department
595 N Hicks Road
Palatine, IL 60067

DATE	PLEASE PAY	DUE DATE
10/12/2022	**$9,755.98**	11/11/2022

P.O. NUMBER
2021 Ram

SALES REP
TJ

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Palatine - Admin Dodge Ram 1500 Upfitting of Administrative/ Detective style Emergency Vehicle - Emergency Lights, No Camera System, No Radar Unit, No Prisoner Compartment Equipment included	1	2,495.00	2,495.00
	Auto Tint Mid Size 5 Window Pkg (ATC 5%, 20%, 35%, 50%)	1	305.00	305.00T
	Auto Tint Windshield Privacy	1	250.00	250.00T
	Vehicle Power Center	1	400.00	400.00
	Federal Signal Pathfinder Full Function Remote Head Siren/Light Controller with self-contained controls, 100/200 watt, OBD integration capability, integrated Rumbler capability, and integrated dual-tone capability List Price $1,350.00	1	999.00	999.00T
	Federal Signal Siren Speaker and Bracket Package	1	234.99	234.99
	Federal Signal Visor mount kit for use with (1) XSM1/XSM2 and (2) cameras forward and rear facing, Dodge Charger 2011-2020	2	85.00	170.00T
	Federal Signal XStream Low Profile Tri-Color Red/Blue/White DUAL Head interior warning unit	2	265.00	530.00T
	Soundoff Signal SideLine Running Board Lights 73"- Tri Color Red/Blue/White	2	515.00	1,030.00T
	Running board mounting kit	2	75.00	150.00T
	Federal Signal MicroPulse Ultra 12 LED, Dual Color - Red/Blue, Mounted under tailgate	4	149.00	596.00T
	Federal Signal MicroPulse Ultra 12 LED, Dual Color - Red/White, Grille mounted	2	149.00	298.00T
	Federal Signal MicroPulse Ultra 12 LED, Dual Color - Blue/White, Grille mounted	2	149.00	298.00T
	Nova/Code 3 Microdash Self Contained Preemption Strobe	1	299.00	299.00T
	Federal Signal CN Signal Master - FSJoin - 8 Head 31.5" Full Tri Color Red/Blue/Amber with built in traffic advisor (Rear Stick)	1	649.00	649.00T

Attachment: Public Safety Direct Invoice-2022 Dodge Ram 1500 Upfitting (Affirm Vehicle Purchases)

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Code 3 M180 Side Mirror Bundle, 1- RW, 1-BW Mounted Under Side Mirrors. White activation In Drive, Color in park - PIU Mounts	1	414.99	414.99
	Code 3 M180 LED Intersection/Takedown Multicolor Lighthead (Red/White Split)	1	185.00	
	Code 3 M180 LED Intersection/Takedown Multicolor Lighthead (Blue/White Split)	1	185.00	
	Code3 M180 Pair of M180 Intersection Light Bracket, Below Side Mirror, Dodge Pickup	1	44.99	
	Soundoff Signal Isolation Headlight Flasher	1	159.00	159.00T
	SoundOff Flashback Alternating Taillight Flasher	1	149.00	149.00T
	Short L-Bracket for CN Signal Master	1	30.00	30.00T
	Santa Cruz Model SC-915-5-A / Partition Wall Set Up, Vertical single rifle rack Partition wall	1	299.00	299.00T

Late fees will be automatically applied to past due invoices 15 days after the invoice due date.

A flat fee of $45.00 + a 1.5 % of the past due balance will be charged, (Monthly).

Fee Recurrence: If the past due balance remains unpaid, a recurring fee of $45.00+ 1.5 % of the past due balance will continue to be charged every 30 days until the past due balance is paid in full.

Automatically generated late fee invoices will be due in Net 30 days.

Buyer of services or product shall pay all attorney and collection costs.

SUBTOTAL	9,755.98
TAX	0.00
TOTAL	9,755.98
TOTAL DUE	$9,755.98

THANK YOU.

Attachment: Public Safety Direct Invoice-2022 Dodge Ram 1500 Upfitting (Affirm Vehicle Purchases)

C-37

ENTERED

OCT 2022

Initial: MK

Public Safety Direct, Inc.
4614 W 137th Street
Crestwood, IL 60418 US
(708)389-1896
Sales@PublicSafetyDirect.com

Invoice 100203

BILL TO
Palatine Police Department
595 N Hicks Road
Palatine, IL 60067

SHIP TO
Palatine Police Department
595 N Hicks Road
Palatine, IL 60067

DATE	PLEASE PAY	DUE DATE
09/30/2022	**$7,321.98**	10/30/2022

P.O. NUMBER
2021 Charger

SALES REP
TJ

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Palatine - Admin Dodge Charger Upfitting of Administrative/ Detective style Emergency Vehicle - Emergency Lights, No Camera System, No Radar Unit, No Prisoner Compartment Equipment included	1	2,495.00	2,495.00
	Auto Tint Window Package (ATC 5%, 20%, 35%)	1	305.00	305.00T
	Auto Tint Windshield Privacy	1	250.00	250.00T
	Headlight/Taillight flasher including the rear light ring. Flash factory side marker lights, front and rear by fenders	1	0.00	0.00T
	Hi-Amp manual reset 80 amp surface mount breaker	1	45.00	45.00T
	Vehicle Power Center	1	350.00	350.00
	Federal Signal Pathfinder Full Function Remote Head Siren/Light Controller with self-contained controls, 100/200 watt, OBD integration capability, integrated Rumbler capability, and integrated dual-tone capability, Controller placed in lower dash, under Radio	1	999.00	999.00T
	Federal Signal Siren Speaker and Bracket Package	1	234.99	234.99
	Federal Signal Visor mount kit for use with (1) XSM1/XSM2 and (2) cameras forward and rear facing, Dodge Charger 2011-2020	2	85.00	170.00T
	Federal Signal XStream Low Profile Tri-Color Red/Blue/White DUAL Head interior warning unit (Windshield)	2	250.00	500.00T
	Federal Signal CN Signal Master - FSJoin - 8 Head 31.5" Full Tri Color Red/Blue/Amber with built in traffic advisor (Rear Stick)	1	649.00	649.00T
	Short L-Bracket for CN Signal Master	1	30.00	30.00T
	Nova/Code 3 Microdash Self Contained Preemption Strobe, mounted in grill	1	299.00	299.00T
	Code 3 M180 Side Mirror Bundle, 1- RW, 1-BW Mounted Under Side Mirrors. White activation In Drive, Color in park - Dodge Charger Mounts	1	409.99	409.99

Attachment: Public Safety Direct Invoice-2021 Dodge Charger Upfitting (Affirm Vehicle Purchases)

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Code 3 M180 LED Intersection/Takedown Multicolor Lighthead (Red/White Split)	1	185.00	
	Code 3 M180 LED Intersection/Takedown Multicolor Lighthead (Blue/White Split)	1	185.00	
	Code3 M180 Pair of M180 Intersection Light Bracket, Below Side Mirror, Dodge Charger	1	39.99	
	Federal Signal MicroPulse Ultra 12 LED, Dual Color - Red/White, Grille	1	149.00	149.00T
	Federal Signal MicroPulse Ultra 12 LED, Dual Color - Blue/White, Grille	1	149.00	149.00T
	Federal Signal Generic L-Bracket for (2) MPS600U side by side	2	19.00	38.00T
	SoundOff Flashback Alternating Taillight Flasher	1	249.00	249.00T

Late fees will be automatically applied to past due invoices 15 days after the invoice due date.

A flat fee of $45.00 + a 1.5 % of the past due balance will be charged, (Monthly).

Fee Recurrence: If the past due balance remains unpaid, a recurring fee of $45.00+ 1.5 % of the past due balance will continue to be charged every 30 days until the past due balance is paid in full.

Automatically generated late fee invoices will be due in Net 30 days.

Buyer of services or product shall pay all attorney and collection costs.

SUBTOTAL	7,321.98
TAX	0.00
TOTAL	7,321.98
TOTAL DUE	$7,321.98

THANK YOU.

Attachment: Public Safety Direct Invoice-2021 Dodge Charger Upfitting (Affirm Vehicle Purchases)

Public Safety Direct, Inc.
4614 W 137th Street
Crestwood, IL 60418 US
(708)389-1896
Sales@PublicSafetyDirect.com

Estimate 5926

ADDRESS	SHIP TO	DATE	TOTAL
Palatine Police Department 595 N Hicks Road Palatine, IL 60067	Palatine Police Department 595 N Hicks Road Palatine, IL 60067	11/21/2022	$3,820.00

P.O. NUMBER
2022-3 Patrol

SALES REP
MK

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Palatine Police Department - Upfitting of Police Patrol Vehicle - Customer Supplied Equipment	1	2,995.00	2,995.00
	Nova/Code 3 Microdash Self Contained Preemption Strobe	1	299.00	299.00T
	Enhanced Vehicle Power Center, Includes 15 Circuit panel, On-board timer, 100amp fuse and Wiring	1	499.00	499.00T
	3/4" NMO Brass, Hole mount antenna cable. 17' NMO58UPL	1	27.00	27.00T
	If additional parts or equipment is needed, customer will be notified immediately.	1	0.00	0.00T

SUBTOTAL	3,820.00
TAX	0.00
TOTAL	$3,820.00

THANK YOU.

Accepted By

Accepted Date 11/28/22

x Approved

A-511

Attachment: Public Safety Direct Estimate-2023 Ford Interceptor Upfitting (Affirm Vehicle Purchases)

MPC COMMUNICATIONS & LIGHTING, INC.
EXPERTS IN VEHICLE COMMUNICATIONS & LIGHTING
1910 Willow Road * Northbrook, IL 60062
Phone:847-272-4323 Fax: 847-272-4583
Email: mpcoffice@comcast.net

MPC Communications & Lighting Inc

Quote

ADDRESS
Attn: James Keats
Village of Palatine
148 W. Illinois Ave.
Palatine, IL 60067

QUOTE # 2061
DATE 10/05/2022

YR./MODEL
2022 Ford Utility (marked car)

DESCRIPTION	QTY	RATE	AMOUNT
Labor: Install emergency lighting, siren speakers, Rumbler siren system, preemption with park kill, light/siren controller, 800 remote mount radio, VHF radio, console, docking station with floor mount, printer, prisoner seat and screens, rifle rack, Sierra modem, roof mounted antenna's, spotlight assy., in car video/audio recording system, etc. Equipment used from previous car is to be cleaned, tested, repaired and painted as needed before installing in new car. All circuits are to be individually fuse or circuit breaker protected.	1	3,225.00	3,225.00
Hideaway LED Blue	2	84.25	168.50
Hideaway LED Clear	2	84.25	168.50
360 LED Reverse Light Set	1	88.75	88.75
Linear Strobe Light Assy. (for preemption)	1	123.25	123.25
VHF Antenna with Cable & Plug	1	42.50	42.50
800 Antenna with Cable & Plug	1	42.50	42.50
Dual Color LED Red/White 2020+ Utility	2	78.45	156.90
Grill Light Bracket 2020+ Utility	1	34.50	34.50
Siren Speaker Bracket 2020+ Utility	1	34.00	34.00
Tail Light Flasher	1	74.50	74.50
Dome Light Red/White LED 12 Volt	1	56.25	56.25
Front Prisoner Screen with Kick Out & Lower Extension Panels 2020+ Utility (shipping included)	1	875.00	875.00
Rear Cage and Prisoner Seat W/ Outboard Seat Belts 2020+ Utility (shipping included)	1	1,625.00	1,625.00
Window Bar Set 2020+ Utility (shipping included)	1	225.00	225.00
Ignition Over-Ride System Ford Utility	1	178.50	178.50
Weatherproof Fuse Holder with Fuse	4	4.85	19.40
Standard Fuse Holder with Fuse	26	3.25	84.50

Attachment: MPC Communications Quote-2023 Ford Interceptor Upfitting (Affirm Vehicle Purchases)

DESCRIPTION	QTY	RATE	AMOUNT
Relay 30 Amp	6	7.95	47.70
20" Center Console with Face Plates (shipping included)	1	498.50	498.50
Brother Rugged Jet 7" Face Plate	1	148.50	148.50
4" Formed Cup Holder	1	54.35	54.35
Electronic Equipment Tray (shipping included)	1	249.50	249.50
Microphone Bracket	1	14.95	14.95
Magnetic Mic Clip	3	33.25	99.75
P.S. Docking Station Floor Mount 2020+ Utility	1	123.50	123.50
Printer Extension Cable	1	15.75	15.75
6" Spotlight	1	275.00	275.00
Rear Door Window& Handle Cover Set 2020+ Utility	1	49.50	49.50
Rumbler Speaker Mounting Bracket Set 2020+ Utility	1	49.75	49.75
Rumbler Dual Speaker Kit	1	435.00	435.00
Circuit Breaker 60 Amp	1	33.25	33.25
H.D. Armrest with Mount	1	174.50	174.50
5/16 Ground Stud with Hardware	1	8.50	8.50
Light Bar Mounting Kit 2020+ Utility	1	61.50	61.50
Light/Siren Controller 100/200 Watt Dual Tone Siren REMOTE Mount	1	965.00	965.00
LED Tail Gate Light	1	28.75	28.75
On/Off Switch Single Pull/Throw	1	9.95	9.95
Mercury Switch with Mount	1	17.25	17.25
Single Output Timer (dock shut down timer)	1	78.75	78.75
Miscellaneous Parts (wire, flex guard, connectors, ties, hardware, etc.)	1	175.00	175.00
Labor: Equipment Removal from old Squad	1	445.00	445.00

Note: Estimates are an approximation of charges to you, and they are based on the anticipated details of the work to be done. It is possible for unexpected complications to cause some deviation from the estimate. If additional parts or labor are required you will be contacted immediately.

Thank you for the opportunity to quote!

TOTAL **$11,281.75**

Accepted By

Accepted Date

Attachment: MPC Communications Quote-2023 Ford Interceptor Upfitting (Affirm Vehicle Purchases)

This purchase has been approved.

Request details

PO number	T-516
Order ID	113-0123066-4263411
Placed by	Matthew Dusckett on October 27, 2022 1:13 PM
Payment method	Mastercard ending in 4332
Deliver to	Matt Dusckett 148 W Illinois Palatine, Illinois, US
Requisitioner comments	Complete outfitting shelves/bins for Transit Van T-516

Request summary

Items	$3,650.00
Shipping & handling	$0.00
Order discount	$0.00
Shipping discount	$0.00
Total before tax:	$3,650.00
Estimated tax to be collected*	$0.00
Request total	**$3,650.00**

Approvals required

The following approval policies apply to this order. Expand each policy to see who is needed to approve in order to complete the purchase.

Spending limit Group policy — Approved

1 item(s) approved

Ranger Design Electrical Package, Compatible With Ford Transit Low Roof, FTL-11
$3650.00 | Qty: 1

Attachment: Amazon-2022 Ford E-Transit Upfitting (Affirm Vehicle Purchases)

Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Car Wash at 2370 N. Hicks Road

BACKGROUND:
The Special Use for the existing car wash was originally approved in 2005 and transferred in 2010. Kaspar Capital LLC (DBA Dream Clean Car Wash) has recently acquired the car wash and is seeking the following approval:

- Transfer of Special Use #O-190-05 to permit the continued operation of a car wash at 2370 N. Hicks Road.

KEY ISSUES:
- The Subject Property, zoned Planned Development, was approved for a Special Use in October 2005 (Ordinance #O-190-05).
- Other than the ownership change, the Petitioner is not proposing any changes. The Petitioner is taking over the operations of 7 car wash locations in the Chicago area.
- Any changes to the floor plan or business operations would require additional Village review. Staff also advised the Petitioner about the Village's temporary sign regulations as part of the Special Use transfer application process.

ALTERNATIVES:
1. Recommend approval of the Special Use Transfer.
2. Do not recommend approval of the Special Use Transfer.

RECOMMENDATION:
Staff recommends approval of the Special Use Transfer at 2370 N. Hicks Road.

ACTION REQUIRED:
A motion to approve the Special Use Transfer of Ordinance #O-190-05 to Kaspar Capital LLC (DBA Dream Clean Car Wash) to permit the continued operation of a car wash at 2370 N. Hicks Road.

RESULT:	**APPROVED BY CONSENT VOTE [UNANIMOUS]**
MOVER:	Scott Lamerand, District 2 Councilman
SECONDER:	Doug Myslinski, District 3 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Consider a Motion Approving a Preliminary Planned Development to Allow a Residential Development on the Property Located at 874-912 N. Quentin Road

BACKGROUND:
The Subject Property is vacant and maintains a Planned Development zoning designation. It was previously occupied by a landscaping use and real estate office. The Petitioner is seeking a Preliminary Planned Development to allow a 9-unit (4 duplex homes and 1 single unit) residential development on 1.97 acres. Therefore, the Petitioner is requesting approval of the following:

- **Preliminary Planned Development to allow an 9-unit residential development.**

KEY ISSUES:

- The Subject Property was previously approved for a memory care residential development, which was never implemented and expired in 2016. It has been vacant and unused since that time.
- The Petitioner is requesting to develop 9 units (4 duplexes and 1-single-unit), accessed through two curb cuts from Quentin Road. In addition to 2-car garages and driveway parking pads for each home site, there are also 9 additional parking spaces located adjacent to each unit.
- The Comprehensive Plan recommends a multi-family use for the property.
- The Subject Property does not include the vacant office building at 920 N. Quentin Road (southwest corner of Quentin Road and Poplar Street). The proposed density is 4.56 units/acre, which is comparable to the R-2 single-family residential density of 4.84 units/acre.
- The site plan contemplates two curb cuts onto Quentin Road, with a shared drive accessing the unit driveways and 9 additional guest parking spaces on the site (5 spaces/unit). Two existing curb cuts onto Quentin Road would be eliminated.
- The proposed units provide the following setbacks:

Yard	Setback
Front (Quentin Road)	50 minimum* (* actual @ 70 feet, with 20-foot driveways)
Rear (west side adjacent to the Franklin Avenue homes)	40 feet
Interior Side yards (north/south)	10 feet

- The setbacks meet or exceed the minimum R-2 setbacks, including the proposed 40-foot rear yard setback. At the Public Hearing, there was a resident who spoke with concerns about the rear yard setback and requested that the developer work to increase the setback.

Architecture and Landscaping

- Ranch-style homes with basements are proposed, (1,600-2,500 square feet). The northern 5 units have a “look-out” condition and follow the lower grade to the north and west. The building materials include a cultured stone veneer (front

elevation) and LP siding. The exterior trim would contrast the siding. The height of the homes range from approximately 23 to 28 feet.

- The preliminary landscaping plan indicates yard and foundation plantings in addition to arbor vitae plantings. The initial plans identify a 4-foot wrought-iron style fence surrounding the property on three sides. The final fence elevation and location would be reviewed during the Final Planned Development process.

ALTERNATIVES:

1. Approve the Preliminary Planned Development to permit a 9-unit residential development.
2. Do not approve the Preliminary Planned Development to permit a 9-unit residential development.

RECOMMENDATION:

Public Hearing:	Plan Commission meeting on November 15, 2022.
Residents testifying:	3: Stormwater management questions and concerns; rear yard setback (western property line) questions, and the impact of the grade differential between the subject property adjacent single-family residential homes to the west. There were also 2 email objections submitted requesting an increased rear yard setback.
Vote:	The Plan Commission voted unanimously to recommend Preliminary Planned Development approval and Staff concurs. A condition of the Plan Commission recommendation includes a requirement to increase the western rear yard setback. The Petitioner is evaluating the site and engineering plans but indicates that the setback can be increased.

ACTION REQUIRED:

A motion to approve the Preliminary Planned Development for a 9-unit residential development at 874-912 N. Quentin Road.

RESULT:	**APPROVED BY CONSENT VOTE [UNANIMOUS]**
MOVER:	Scott Lamerand, District 2 Councilman
SECONDER:	Doug Myslinski, District 3 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Consider a Motion Authorizing the Village Manager to Negotiate and Execute a Contract for Consulting Services to Complete an Update to the Village of Palatine's Comprehensive Plan

BACKGROUND:
This fall the Village published a Request for Proposals to complete an update to the Village's Comprehensive Plan. The Village's existing Comprehensive Plan was adopted in 2011 and much has changed within the Village over the past decade.

KEY ISSUES:
- A Request for Proposals (RFP) was prepared and published, with four consulting firms responding (see attached RFP and response summary). Following a review of the responses and an interview with the preferred firm, The Lakota Group, Staff is recommending the Village Manager be authorized to negotiate and execute a contract for consulting services with The Lakota Group.
- Staff preferred The Lakota Group due to the experience of their team members, their proposed project approach, and their past project experience (see The Lakota Group's attached RFP response for more detailed information).
- The Lakota Group's response contained three separate components, including potential services by other partner consulting firms. During discussions, the Village indicated the potential services by other partner firms may not be necessary, may be scaled back in scope, or may be addressed through separate arrangements with other consulting firms. Due to these circumstances, Staff recommends a motion authorizing the Village Manager to negotiate and execute an agreement with The Lakota Group, as well as authorizing additional funds for other potential consulting services.

ALTERNATIVES:
1. Authorize the Village Manager to negotiate and execute an agreement with The Lakota Group for consulting services for an update to the Village's Comprehensive Plan.
2. Refer back to Staff with comments.

RECOMMENDATION:
Staff recommends authorizing the Village Manager to negotiate and execute an agreement for consulting services for an update to the Village's Comprehensive Plan with The Lakota Group in the not-to-exceed amount of $78,010 (not including miscellaneous expenses). In addition, Staff recommends additional funding, in a not-to-exceed amount of $60,000, be authorized for additional consulting services (traffic study, retail analysis, etc.) either in conjunction with or outside of the update to the Village's Comprehensive Plan.

BUDGET IMPACT:
While commencing an update to the Village's Comprehensive Plan was a goal 2022, funding was not included in the 2022 budget. Due to these circumstances, a budget adjustment will be completed if the Council authorizes the Village Manager to negotiate and execute an agreement with the preferred consultant.

ACTION REQUIRED:
Motion to authorize the Village Manager to negotiate and execute an agreement in a manner acceptable to the Village Attorney for consulting services for an update to the Village's Comprehensive Plan in the not-to-exceed amount of $78,010 (not including miscellaneous expenses) and additional funding, in a not-to-exceed amount of $60,000, for additional consulting services either in conjunction with or outside of the update to the Village's Comprehensive Plan.

RESULT:	**APPROVED BY CONSENT VOTE [UNANIMOUS]**
MOVER:	Scott Lamerand, District 2 Councilman
SECONDER:	Doug Myslinski, District 3 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Consider a Motion to Extend the Village's Existing Parkway Tree Trimming Program Contract for 2023 and 2024

BACKGROUND:
In 2019, the Municipal Partnering Initiative (MPI) solicited bids for parkway tree trimming, tree removals, and stump removals for 2020 through 2022. MPI is a group of local municipalities that have coordinated similar projects to benefit from bulk purchasing, the sharing of best practices, and the sharing of workloads. The MPI bid allowed municipalities to award contracts in part or in whole. Advanced Tree Care, Incorporated of Lincolnshire, Illinois submitted the most favorable pricing for the tree trimming category. The Village awarded the contract to Advanced Tree Care of Lincolnshire, Illinois. A renewal option is available for up to one additional two-year period.

The area targeted for trimming in 2023 is roughly from Quentin Road east to Hicks Road and from Dundee Road south to the Union Pacific railroad tracks. The area targeted for 2024 is roughly from Rohlwing Road east to Wilke Road and from Dundee Road south to Northwest Highway.

KEY ISSUES:

- Advanced Tree Care has agreed to an extension for the 2023 and 2024 seasons with a 2% increase in unit prices. In 2022, trees 9-15” in diameter were $2.50 per inch and trees over 15” were $2.90 per inch. The increase would adjust the prices to $2.55 per inch for 9-15” trees and $2.96 per inch for trees over 15”.
- The 2020-2022 seasons were the first term of the contract. 2023-2024 would be the one additional two-year renewal.
- Staff proposes to continue to trim trees 8 inches in diameter or smaller with in-house Forestry crews. Crews have the ability and capacity to trim smaller trees, which will free up funds and allow for a greater number of large diameter trees to be trimmed contractually.
- An estimated 1,817 trees will be trimmed contractually during 2023, and about 2,156 trees in 2024.
- Based on the estimated quantities of trees by size, the costs will be approximately $106,649.24 for the 2023 area and $130,408.61 for the 2024 area. With the price increase, this amounts to approximately $2,150 and $2,635 more in 2023 and 2024, respectively, compared to 2022 unit prices.
- Work performed by Advanced Tree Care during the past seasons has been satisfactory.

ALTERNATIVES:

1. Extend the contract with Advanced Tree Care through 2024 for the Parkway Tree Trimming Program.
2. Refer back to Staff with comments.

RECOMMENDATION:
It is recommended that the contract with Advanced Tree Care be extended through 2024 for the Parkway Tree Trimming Program.

BUDGET IMPACT:
Funds in the amount of $131,025 have been allocated in the 2023 Public Works Operating Budget for contractual tree trimming services. A similar amount will be recommended in future proposed Department Operating Budgets.

ACTION REQUIRED:
Motion to extend the contract with Advanced Tree Care, Incorporated of Lincolnshire, Illinois through 2024 for the Parkway Tree Trimming Program.

RESULT:	**APPROVED BY CONSENT VOTE [UNANIMOUS]**
MOVER:	Scott Lamerand, District 2 Councilman
SECONDER:	Doug Myslinski, District 3 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Consider a Motion to Affirm the Pre-Purchase of a Replacement Fire Command Vehicle

BACKGROUND:
As part of the Capital Vehicle Replacement Budget for 2023, the Village Council appropriated $95,000 in funds for the replacement of one Fire reserve command vehicle. The vehicle is recommended for replacement after an inspection, evaluation, and life-cycle cost analysis.

The vehicle, T-406, is a 2013 Ford Expedition SUV with over 110,000 miles. The existing vehicle will be sold at auction.

In early November, Staff received notice from the Municipal Fleet Managers Association that the order bank for Ford pickup trucks opened on November 14 for the 2023 models, with no other contracts available and a price increase of 30-60% higher than the previous Suburban Purchasing Cooperative (SPC) contract pricing. Due to the on-going supply chain issues and vehicle manufacturers only allocating a limited number of orders each year, Staff desired to get ahead of the ordering backlog by purchasing vehicles in stock at dealers. A vehicle was located and the purchase is planned as a fourth quarter budget adjustment for 2022.

KEY ISSUES:

- Staff has continued to search for vehicles in Illinois, Wisconsin, Iowa, Indiana, and Michigan.
- Staff considered the Ford F-350, Dodge Ram 3500, and Chevrolet Silverado since their specifications are similar.
- Based on this vehicle's mission and availability from order banks and dealer lots, a 2023 Chevrolet Silverado 3500HD pickup truck was purchased from Homan Auto Group of Waupun, Wisconsin in the amount of $53,434.

ALTERNATIVES:

1. Affirm the purchase and outfitting of one 2023 Chevrolet Silverado 3500HD pickup truck pre-purchased from the 2023 replacement schedule.
2. Refer back to Staff with comments.

RECOMMENDATION:
Staff recommends affirming the purchase and outfitting of one 2023 Chevrolet Silverado 3500HD pickup truck in a final amount not to exceed $95,000.

BUDGET IMPACT:
A fourth quarter budget adjustment of $54,000 for the purchase is recommended. A corresponding budget reduction would be implemented in the first quarter of 2023 in a like amount. The remaining funds of $41,000 in the 2023 budget will be used for outfitting costs to purchase and install items such as radios, sirens, emergency lighting, pre-emption equipment, etc.

ACTION REQUIRED:
Motion to affirm the purchase and outfitting of one 2023 Chevrolet Silverado 3500HD pickup truck in the total amount not to exceed $95,000.

RESULT:	**APPROVED BY CONSENT VOTE [UNANIMOUS]**
MOVER:	Scott Lamerand, District 2 Councilman
SECONDER:	Doug Myslinski, District 3 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Consider a Motion to Affirm the Purchase of 2022 Budgeted Vehicles and Pre-Purchased 2023 Light Duty Vehicles

BACKGROUND:

Supply chain issues with automobile components and microchips has caused most car and truck manufacturers to create an allocation system to order vehicles. Each manufacturer only allows as many orders as they feel they can fulfill for the 2023 model year. For example, the 2023 Chevrolet/GMC pickup truck order bank opened on May 26 and closed on May 27 after filling all available order slots. Ordering for all manufacturers' 2022 models closed in 2021.

Staff expressed a desire to get ahead of the ordering backlog by purchasing vehicles in stock at dealers or placing orders quickly when limited order banks become available. At the June 20, 2022 Village Council meeting, the Council authorized the funding and the Village Manger was authorized to pre-purchase most of the 2023 replacements with vehicles from dealership lots. At the September 6 and October 3 Council meetings, the vehicles purchased thus far were affirmed ($1,036,442). Additional purchases and orders have been made since then.

KEY ISSUES:

- Staff has been searching for vehicles in the greater Chicago-metro area and Wisconsin, Iowa, Indiana, and Michigan.
- After the September 6 Council meeting, there were four pickup trucks and one van still needed for replacement at Public Works. Staff searched for these vehicles.
- The additional purchase and orders include:
    - Upfitting for one 2022 Dodge Ram 1500 SSV pickup truck that was purchased for the Police Deputy Chief in the amount of $9,755.98. The truck purchase affirmed at the September 6 Council meeting did not include upfitting costs for emergency lighting, pre-emption equipment, and prisoner partition.
    - Upfitting for one 2021 Dodge Charger sedan that was purchased for the Police Investigations Commander in the amount of $7,321.98. The vehicle purchase affirmed at the September 6 Council meeting did not include upfitting costs for emergency lighting and pre-emption equipment.
    - Upfitting for two 2022 Ford Police Interceptor Utility hybrid SUVs that was purchased for Police Patrol in the amount of $15,101.75. The vehicle purchase affirmed at the September 6 Council meeting did not include upfitting costs for pre-emption equipment.
    - Upfitting for one 2022 Ford E-Transit van that was purchased for the Public Works Buildings, Grounds, and Electrical Division in the amount of $3,650. The vehicle purchase affirmed at the September 6 Council meeting did not include upfitting costs for shelving.
- It is anticipated that purchase and outfitting costs may exceed the original proposed budgetary figures due to inflationary and supply chain pressures.

ALTERNATIVES:

1. Affirm the outfitting purchased with the 2022 budget and pre-purchased from the 2023 replacement schedule.

2. Refer back to Staff with comments.

RECOMMENDATION:
Staff recommends affirming the outfitting purchased as planned for replacement in 2022 and pre-purchased from the 2023 replacement schedule in the total amount of $35,829.71.

BUDGET IMPACT:
Of the $1,321,000 authorized at the June 20 Council meeting, there is a balance of $247,200 for completing the remaining purchases which primarily consists of vehicle outfitting.

ACTION REQUIRED:
Motion to affirm the outfitting purchased as planned for replacement in 2022 and pre-purchased from the 2023 replacement schedule in the total amount of $35,829.71.

RESULT:	**APPROVED BY CONSENT VOTE [UNANIMOUS]**
MOVER:	Scott Lamerand, District 2 Councilman
SECONDER:	Doug Myslinski, District 3 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Consider a Motion to Approve the Updated Fee Schedule Supplement to the Village's Code of Ordinances

BACKGROUND:
Per Sec. 2-471 of the Village Code, the Fee Supplement to the Code of Ordinances is updated annually by the Municipal Cost Index as published in the September issue of American City and County magazine. This published index would indicate an approximate 9% increase; however, considering the current economic climate, the Village Manager has recommended only a 3% general increase for 2023.

KEY ISSUES:
The 2023 Budget has been prepared based upon the proposed Fee Schedule Supplement.

In addition to the general fee increase, there are some adjustments to fees and charges related to utility services as follows:

- Flood Control Fee was reduced by $1.50 per month.
- Refuse Collection Rate was increased $1 per month.
- Base residential Water & Sewer Rate was increased by $0.30 per 1,000 gallons.
- Residential Basic User Charge was increased by $0.10 per month.

RECOMMENDATION:
Staff recommends approval of the updated Fee Schedule Supplement as presented.

BUDGET IMPACT:
Provides adequate and necessary funding for the provision of services as proposed in the 2023 Budget.

ACTION REQUIRED:
Motion to approve the updated Fee Schedule Supplement to the Code of Ordinances, as presented, effective January 1, 2023.

ATTACHMENTS:

- CY 2023 Fee Schedule Supplement

RESULT:	**APPROVED BY CONSENT VOTE [UNANIMOUS]**
MOVER:	Scott Lamerand, District 2 Councilman
SECONDER:	Doug Myslinski, District 3 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

VILLAGE OF PALATINE

FEE SCHEDULE SUPPLEMENT

TO THE

PALATINE CODE OF ORDINANCES

PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALATINE, ILLINOIS

January 1, 2023

Attachment: CY 2023 Fee Schedule Supplement (CY 2023 Fee Schedule (CA))

VILLAGE OF PALATINE
FEE SCHEDULE SUPPLEMENT

CH.NO.	ART.NO.	SECT.NO.	CLASSIFICATION		CY 2023
			CHAPTER 1 - General Provisions		
1		1-11	Insufficient Funds Administrative Fee	$	20
			CHAPTER 2, Article XXX - Administrative Hearing Division		
2	XXX	2-705(b)(8)	Administrative Adjudication Court Cost	$	55
			CHAPTER 3, Article I - Alcoholic Beverages, In General		
3	I	3-12	Alcoholic Beverages, In General Violations	$	200
			CHAPTER 3, Article II - Alcoholic Beverages, Licenses		
3	II	3-27(h)	Alcoholic Beverages Seller and Service Permit	$	25
		3-35(2)	Class "A-1" Liquor License (Sports and Recreation Facility)	$	3,970
		3-35(3)	Class "B" Liquor License (Package Liquor Store)	$	3,995
		3-35(4)	Class "B-1" Liquor License (Grocery Store with Package Liquor)	$	3,995
		3-35(5)	Class "B-2" Liquor License (General Merchandise Store with Package Liquor)	$	3,995
		3-35(6)	Class "B-3" Liquor License (Drug Store with Package Liquor)	$	3,995
		3-35(7)	Class "B-4" Liquor License (Restaurant/Convenience Store with Package Liquor)	$	3,995
		3-35(8)	Class "C" Liquor License (Club)	$	527
		3-35(9)	Class "D" Liquor License (Restaurant)	$	3,970
		3-35(13)	Class "G" Liquor License (Restaurant with Beer and Wine)	$	2,608
		3-35(14)	Class "G-1" Liquor License (Seasonal)	$	1,305
		3-35(15)	Class "G-2" Liquor License (Beer and Wine Single Serve Package)	$	2,608
		3-35(16)	Class "H" Liquor License (Banquet Hall)	$	3,970
		3-35(17)	Class "K" Liquor License (Hotel)	$	5,297
		3-35(19)	Class "N" Liquor License (Microbrewery)	$	3,970
		3-35(21)	Class "P" Liquor License (Caterer)	$	129
		3-35(21)	Class "P" Liquor License (Outside Caterer) $50 any event after	$	129
		3-35(22)a	Class "LC-1"Liquor License (Late Closing License)	$	515
		3-35(22)b	Class "LC-2"Liquor License (Late Closing License)	$	3,090
		3-35(24)	Class "PS-1" Liquor License (Full Serving Product Sampling)	$	129
		3-35(25)	Class "VG" Liquor License (Video Gaming)	$	5,150
			CHAPTER 5, Article I - Animals, In General		
5	I	5-2 through 5-16	Animals In General Violations (except for Animal Biting in 5-6 (15,16) & Redemption Fee in 5-13)		
			Paid Within 35 Days	$	50
			Paid Between 36 and 60 Days	$	75
			Paid After 60 Days	$	125
5	I	5-6 (15, 16)	Animal Bite of Person/Bite of Domestic Animal Violations		
			First Offense	$	50
			Second and all subsequent Offense	$	100
5	I	5-13	Redemption Fee	$	50
			Plus the total boarding fee incurred during the time each animal is retained by the Village		
			CHAPTER 5, Article III - Animals, Dogs and Cats		
5	III	5-36 through 5-57	Dog & Cat Violations		
			Paid Within 35 Days	$	50
			Paid Between 36 and 60 Days	$	75
			Paid After 60 Days	$	125
5	III	5-38	Dog and Cat Registration	$	-
			CHAPTER 6, Article I - Building Codes and Regulations, Building Codes and Amendments		
6	I	6-1.5(a)(1)	Plan Examination Fees		
		6-1.5(a)(1)a	Single Family Detached Dwellings, additions, alterations, remodeling, or detached structure having an estimated valuation of work:		
			1. $5,000 or less	$	54
			2. $5,001 or more (in addition to the above fee) per $1,000 valuation of work:	$	5
		6-1.5(a)(1)b	All other types of construction, based on estimated valuation of work:		
			1. Minimum fee	$	50
			2. $100,000 or less per $1,000 (in addition to the minimum fee)	$	9
			3. $100,001 or more per $1,000 (in addition to the above fee)	$	5
		6-1.5(a)(2)	Preliminary Plan Review Services, hourly rate per person	$	59

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		6-1.5(a)(3)	Building Permit based on the estimated valuation of work:	
			$5,000 or less	$ 54
			$5,001 or more (in addition to the above fee) per $1,000 valuation of work:	$ 15
6	I	6-1.5(a)(3)a	Building Permit Extension; 10% of bldg permit fee or no less or more than	
			1. Residential occupancies	$ 72/217
			2. Non-Residential occupancies	$ 217/650
		6-1.5(a)(4)	Certificate of Occupancy; All occupancies, per unit	$ 67
		6-1.5(a)(4)a	Temporary Certificate of Occupancy; 10% of bldg permit fee or no less or more than	
			1. Residential occupancies	$ 72/217
			2. Non-Residential occupancies	$ 217/650
		6-1.5(a)(5)	Permit for demolition for each residential story or for other structures each 10 feet in height	$ 67
		6-1.5(a)(6)	Moving of Building	
			a. Using public right-of-way	$ 265
			b. Not using public right-of-way	$ 80
		6-1.5(a)(7)	Minimum inspection fee	$ 71
		6-1.5(a)(7)(a)	Inspection of Plumbing and Sanitation Fixtures (new and/or replacement)	
			1. Up to three (3) fixtures	$ 71
			2. Four to Six (4-6) fixtures	$ 142
			3. In excess of six (6) fixtures, per fixture (in addition to the above fee)	$ 18
		6-1.5(a)(7)(b)	Inspection of Fire Suppression System	
			1. Up to 100 sprinkler heads	$ 212
			2. Each additional 100 sprinkler heads or fraction thereof in excess of 100 (in addition to above)	$ 34
		6-1.5(a)(7)c	Inspection of Electrical Systems	
			1. Residential (new and/or renovation) per unit	
			i. 250 sq. ft. or less	$ 71
			ii. 251 to 1000 sq. ft. (in addition to the above)	$ 142
			iii. Each additional 1,000 sq. ft. or fraction thereof (in addition to the above fee)	$ 35
			2. In other than residential occupancies (new and/or renovation)	
			i. 42 circuits or less, per circuit	$ 40
			ii. 43 circuits or more, for each additional circuit (in addition to the above)	$ 23
		6-1.5(a)(7)(d)	Inspection of HVAC Systems	
			1. 250 sq. ft. or less	$ 71
			2. 251 to 10,000 sq. ft. (in addition to the above)	$ 142
			3. Each additional 10,000 sq. ft. or fraction thereof (in addition to the above)	$ 18
		6-1.5(a)(7)(e)	Inspection of Carpentry (framing, roofing, concrete, insulation, and similar)	
			1. 500 sq. ft. or less	$ 71
			2. 501 to 1,000 sq. ft. (in addition to the above)	$ 212
			3. 1,001 to 10,000 sq. ft., per 1,000 sq. ft. or fraction thereof (in addition to the above)	$ 35
			4. 10,001 to 20,000 sq. ft., per 1,000 sq. ft. or fraction thereof (in addition to the above)	$ 18
			5. 20,001 sq. ft. and up, per 10,000 sq. ft. or fraction thereof (in addition to the above)	$ 9
		6-1.5(a)(7)f	Reinspection Fee	$ 71
		6-1.5(a)(7)g	Cancellation Fee	$ 85
		6-1.5(a)(7)i	Existing Elevator Safety Inspection Fee	$ 94
		6-1.5(a)(7)i	Existing Elevator Safety Reinspection Fee	$ 67
		6-1.5(a)(7)i	New Elevator Inspection/Reinspection Fee	$ 121
		6-1.5(a)(7)i	Repairs of Existing Elevator Inspection/Reinspection Fee	$ 121
		6-1.5(f)(1)	Single family residential fence installation	$ 73
		6-1.5(f)(2)	Single family residential shed installation	$ 73
		6-1.5(f)(3)	Single family residential driveway installation	$ 98
		6-1.5(f)(4)	Single family residential patio & private walk installation	$ 98
		6-1.5(f)(5)	Single family residential tear-off roof & re-roof installation	$ 98
		6-1.5(f)(6)	Single family residential deck installation	$ 98
		6-1.5(f)(7)	Single Family above ground swimming pool	$ 98
		6-1.5(f)(8)	Single family heating, ventilating and central air conditioning (HVAC) replacement	$ 98
		6-1.5(f)(9)	Single family residential sewer repair or replacement	$ 98
		6-1.5(f)(10)	Single family residential lawn sprinklers	$ 98
		6-1.5(f)(11)	Single family residential electric service revision	$ 98
		6-1.5(f)(12)	Dumpster/screening enclosure	$ 98
		6-1.5(f)(13)	Single family water heater replacement	$ 98

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			CHAPTER 6, Article III - Building Codes and Regulations, Building Operations		
6	III	6-32	Building Operations, Construction - Hours of Service Violations	$	200
			CHAPTER 6, Article VII - Building Codes and Regulations, Condominium Conversions & Deconversions		
6	VII	6-82(b)(2)	Review of Property Report plus $25 for each dwelling unit being converted to condo	$	132
6	VII	6-89A(a)	Review of Property Report plus $25 for each dwelling unit being converted from condo	$	132
			CHAPTER 7, Article III - Fire Prevention and Protection, Fire Prevention		
7	III	7-41	Regular Fire and Life Safety Inspection Fees		
			Initial and First Passing Re-Inspection	$	-
			Failed First Re-Inspection	$	71
			Failed Second Re-Inspection	$	106
			Failed Third or more Re-Inspection Fee (per re-inspection)	$	207
		7-63	Fire Lane Violations		
			Paid Within 35 Days	$	50
			Paid Between 36 and 60 Days	$	75
			Paid After 60 Days	$	125
			CHAPTER 7, Article V - Fire Prevention and Protection, Ambulance Service Fees		
7	V	7-80	Ambulance Service Fees		
			Resident	$	1,250
			Non-Resident	$	1,500
			Mileage Fee	$	12
			CHAPTER 7, Article V - Fire Prevention and Protection, Ambulance and Emergency Response Service Fees		
7	V	7-82	Motor Vehicle Incidents		
			Level 1	$	533
			Level 2	$	607
			Add-On Services		
			Extrication	$	1,600
			Additional Time On-Scene		
			Engine/per hour	$	491
			Truck/per hour	$	613
			Miscellaneous Equipment/per hour	$	368
			Chief Response		
			per hour	$	307
			CHAPTER 8, Garbage and Refuse		
8		8-1	For Each Single-Family Dwelling Unit		
			Basic User Billing Charge, per Month	$	2.85
		8-1(a)(1)	Curbside Pickup Charge, per month	$	21.00
		8-1(a)(2)	Rear Door Pickup Premium, per month	$	13.50
		8-1(a)(3)	Yard-Waste Exempt Discount, per month	$	1.50
		8-1(a)(4)	Senior Citizen Discount, per month	$	2.50
			CHAPTER 9, Article I - Health and Sanitation, In General		
9	1	9-9	Expectoration in Public Places Violations	$	200

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			CHAPTER 9, Article IV - Health and Sanitation, Village of Palatine Clean Indoor Air Ordinance		
9	IV	9-72,73	Prohibition of Smoking in Public Places Violations	$	200
			CHAPTER 10, Article IV - Rental Property Rules and Regulations		
10	IV	10-15(f)	Rental license fee		
			Multiple Dwelling (Apartments)		
			25% of Units Inspected,		
			Whichever is Greater		
			Per building	$	126
			Per unit	$	26
			50% of Units Inspected		
			Per unit	$	89
			100% of Units Inspected		
			Per unit	$	148
			All Other Rental Dwelling Types (Condo, Townhome, SFR)		
			0 - 3 Violations	$	89
			4 or More Violations	$	165
			CHAPTER 10, Article VII - Notice of Violation Procedures, Penalties, Appeals and Conflict of Ordinances		
	VII	10-44(b)(2)	1st Re-inspection Fee	$	71
			2nd Re-Inspection Fee	$	106
			3rd or more Re-Inspection Fee (per re-inspection)	$	207
		10-44(b)(3)	Cancellation and absentee fee	$	77
			CHAPTER 11, Article I - Licenses, Permits and Business Regulations, In General		
11	I	11-3	License Required Violations		
			Paid Within 35 Days	$	200
			Paid Between 36 and 60 Days	$	300
			Paid After 60 Days	$	400
		11-8	Late Fee		
			After January 31st		50% of Fee
			After February 28/29th		100% of Fee
			All Fees in Section 11-21 are Based on Floor Area in Square Feet		
		11-21	Amusement & Entertainment Establishments (Type A)		
			Step 1: 0 - 2,500 sq ft	$	94
			Step 2: 2,501 sq ft and over	$	187
		11-21	Food Establishments (Type B)		
			Step 1: 0 - 2,500 sq ft	$	265
			Step 2: 2,501 - 5,000 sq ft	$	394
			Step 3: 5,001 - 7,500 sq ft	$	525
			Step 4: 7,501 sq ft and over	$	596
		11-21	Service Establishments (Type C)		
			Step 1: 0 - 2,500 sq ft	$	94
			Step 2: 2,501 sq ft and over	$	187
		11-21	Retail and Wholesale Establishments (Type D)		
			Step 1: 0 - 2,500 sq ft	$	133
			Step 2: 2,501 - 5,000 sq ft	$	265
			Step 3: 5,001 - 7,500 sq ft	$	398
			Step 4: 7,501 sq ft and over	$	596
		11-21	Industrial Establishments (Type E)		
			Step 1: 0 - 10,000 sq ft	$	198
			Step 2: 10,001 - 20,000 sq ft	$	398
			Step 3: 20,001 sq ft and over	$	596
		11-21	Home Occupations (Type F)	$	11

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CH.NO.	ART.NO.	SECT.NO.	CLASSIFICATION		CY 2023
			CHAPTER 11, Article II - Licenses, Permits and Business Regulations, Amusement Facilities		
11	II	11-32(G)	Coin Operated Amusement Device	$	67
		11-32.1	Juke Boxes	$	27
		11-45	Circus License; per day	$	480
			Carnival License; per day	$	36
			Each sideshow, ride, game & concession (food or other) operated in connection with above; per day	$	12
			CHAPTER 11, Article III - Licenses, Permits and Business Regulations, Food Establishments		
11	III	11-67	Vending Machine - Only prepackaged, non TCS food or beverages	$	14
			Vending Machine - Ice Machine not ancillary to primary use	$	40
			Vending Machine - General Merchandise (no food or beverage of any kind)	$	14
			Vending Machine - Offers TCS foods or beverages	$	40
			Mobile food dispensing units and roadside stands	$	133
			Vehicle used for delivery of TCS food or beverages:		
			To individual residences	$	67
			To retail establishments	$	28
			CHAPTER 11, Article IV - Licenses, Permits and Business Regulations, Merchants		
11	IV	11-127	Auctioneers Permit - Annual		
			Annual	$	133
			Daily	$	14
		11-130	Auctioneers Employees License	$	8
		11-142	Cigarette and Tobacco Dealers	$	55
		11-145(a-c)	Sales to Minors, Possession of Tobacco Products Violations	$	200
		11-201	Itinerant Merchants License	$	14
			CHAPTER 11, Article V - Licenses, Permits and Business Regulations, Miscellaneous Business Operations		
11	V	11-369	Outdoor Advertisers - Annual	$	38
		11-424	Residential Scavenger License	$	1,416
			Commercial, Industrial, Institutional License	$	2,378
		11-428	Garbage Collection (Hours of Service) Violations	$	200
		11-433&434	Public Passenger Vehicle and Vehicle Operator Violations	$	200
		11-434	Public Passenger Vehicle Operator's License	$	26
		11-442	Public Passenger Vehicle		
			Between 1/1 and 6/30	$	102
			Between 7/1 and 12/31	$	64
			Each Additional Vehicle		
			Between 1/1 and 6/30	$	77
			Between 7/1 and 12/31	$	51
		11-451,465,466	Taxi Violations		
			Paid Within 35 Days	$	50
			Paid Between 36 and 60 Days	$	75
			Paid After 60 Days	$	125
		11-473	Building Contractor Annual Registration		
		11-473(1)	General Contractor	$	265
		11-473(2)	All Other Contractors	$	67
		11-512	Dealers in Gold and Silver		
			Daily Fee	$	133
			Annual License Fee	$	67
			CHAPTER 11, Article VI - Licenses, Permits and Business Regulations, Solicitors		
11	VI	11-517	Solicitors - Registration Violations	$	200
		11-523	Solicitors - Wearing Identification Badge Violations	$	200
		11-524	Solicitors - Nametag or Badge	$	8
		11-525	Solicitors - Time Limit Violations	$	221
		11-527	Solicitor Registration - Annual Fee	$	40
			Solicitor Registration - Daily Activity Fee	$	13
			Solicitors for holders of a Village granted Franchise for the operation of a Cable Communications System - Annual Fee	$	40
			CHAPTER 11, Article VIII - Licenses, Permits and Business Regulations, Commercial Vehicle Relocators Licensing Law		
11	VIII	11-606(11)(a)	Reloacted Vehicle Permit	$	20
11	VIII	11-607(1)	Repossessed Vehicle Permit	$	20
11	VIII	11-609	Relocator's License	$	-

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			CHAPTER 12 Offenses and Miscellaneous Provisions		
12		12-3 through 12-324	Offenses and Misc Provisions Violations (except for 12-29)	$	200
			CHAPTER 12, Article I, In General		
12	I	12-29	Possession of Cannabis 10 grams or less	$	200
			Possession of Cannabis >10 grams but less than 30 grams	$	400
			CHAPTER 16, Article I - Rights of Way, In General And Utilities		
16	I	16-5(f)	Application Fee	$	595
			Plus Cable Installation, per foot	$	0.16
			CHAPTER 16, Article VI - Rights of Way, Trees & Shrubs		
16	VI	16-104	Annual Commercial Tree License Fee	$	43
			CHAPTER 17, Article VIII - Taxes, Prepared Food and Beverage Tax		
17	VIII	17-75	Transmission of Tax Collections Violations		
			Paid Within 35 Days	$	200
			Paid Between 36 and 60 Days	$	300
			Paid After 60 Days	$	400
			CHAPTER 18, Article IV - Traffic, Parking		
18	IV	18-81 (16)	Handicapped Parking Violations	$	250
			CHAPTER 18, Article VII - Traffic, Violations		
18	VII	18-173(a)	Minor Violations; Parking Regulations		
			Paid Within 35 Days	$	50
			Paid Between 36 and 60 Days	$	75
			Paid After 60 Days	$	125
		18-173(b)	Minor Violations; Certain Sections of the Illinois Vehicle Code		
			Paid Within 35 Days	$	50
			Paid Between 36 and 60 Days	$	75
			Paid After 60 Days	$	125
			CHAPTER 18, Article VIII - Oversize and Overweight Vehicle Permit Fees		
18	VIII	18-176	Oversized Vehicles Only		
			Single Trip	$	40
			Round Trip	$	80
			Overweight Vehicles - Single Trip		
			100,000 pounds or less Gross Weight	$	50
			100,001 to 120,000 pounds Gross Weight	$	75
			120,001 to 150,000 pounds Gross Weight	$	100
			150,001 pounds or more Gross Weight	$	125
			Overweight Vehicles - Round Trip		
			100,000 pounds or less Gross Weight	$	100
			100,001 to 120,000 pounds Gross Weight	$	150
			120,001 to 150,000 pounds Gross Weight	$	200
			150,001 pounds or more Gross Weight	$	250

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			CHAPTER 18, Article IX - Traffic, Motor Driven Scooters		
18	IX	18-185	Operation of Motor Driven Scooter Violations	$	200
			CHAPTER 19, Article I - Utility Services, In General		
19	I	19-2 & 19-53	Turn-On Fees		
			Between 8 am and 3 pm	$	67
			Between 3 pm and 8 am	$	191
			CHAPTER 19, Article II - Utility Services, Water		
19	II	19-16	Per Unit Construction Fees for Water		
			Incorporated Properties	$	117
			Unincorporated Properties	$	140
		19-20	Water Tap and Meter Inspection Fee		
			Residential/Business/Manufacturing	$	64
19	II	19-20 & 19-51	Connection and Meter Fees (all served by single meter):		
			Single Unit Less than or Equal to 3/4 Inch Meter, 1 Inch Tap		
			Meter	$	570
			Connection Fee	$	1,343
			2 Units - 1 Inch Meter, 1 1/4 Inch Tap		
			Meter	$	628
			Connection Fee	$	1,571
			2 Units - 1 Inch Meter, 1 1/2 Inch Tap		
			Meter	$	628
			Connection Fee	$	1,852
19	II	19-20 & 19-51	2-15 Units Inclusive, 1-1/2 Inch Meter, 2 Inch Tap		
			Meter	$	1,365
			Connection Fee	$	3,939
			15-35 Units Inclusive, 2 Inch Compound Meter, 3 Inch Tap		
			Meter	$	1,694
			Connection Fee	$	10,806
			36-50 Units Inclusive, 3 Inch Compound Meter, 4 Inch Tap		
			Meter	$	3,820
			Connection Fee	$	13,920
			51-100 Units Inclusive, 4 Inch Compound Meter, 6 Inch Tap		
			Meter	$	5,877
			Connection Fee	$	30,545
			51-100 Units Inclusive, 6 Inch Compound Meter, 8 Inch Tap		
			Meter	$	9,221
			Connection Fee	$	47,170
19	II	19-25	Unauthorized Use - Water Rate per 1,000 Gallons	$	23
		19-25	Penalty for Unauthorized Use		
			Not Less Than	$	62
			Not More Than	$	927
		19-51	Non Conversion of Meter		
			Meter (Per Residential Dwelling Unit Per Billing Cycle)	$	53
			External Transponder (Per Account Per Billing Cycle)	$	80
		19-54	Testing Fees		
			Meters No Larger Than 1 1/2 Inch	$	183
			1 3/4 and 2 Inch	$	311
			3 Inch	$	340
			4 Inch	$	374
			6 Inch	$	374
			8 Inch	$	396

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		19-62(A)	For All Services to Premises Within the Village		
			Basic User Billing Charge, per Month	$	2.85
			Water Consumption Charge, per 1,000 Gallons (Minimum Charge 5,000 Gallons)		
		19-62(A)(1)	For Premises not Exempt from the Payment of Real Estate Taxes		
			For the First 74,810 Gallons	$	5.30
			For All Consumption Over 74,810 Gallons	$	6.85
		19-62(A)(2)	For Premises Exempt from the Payment of Real Estate Taxes		
			For the First 74,810 Gallons	$	9.20
			For All Consumption Over 74,810 Gallons	$	10.75
		19-62(B)	For All Services to Premises Not Within the Village		
			Basic User Billing Charge, per Month	$	3.50
			Water Consumption Charge, per 1,000 Gallons (Minimum Charge 5,000 Gallons)		
		19-62(B)(1)	For Premises Outside of the Village not in Deer Park		
			For the First 74,810 Gallons	$	12.20
			For All Consumption Over 74,810 Gallons	$	13.75
19	II	19-62(B)(2)	For Premises Outside of the Village that are in Deer Park		
			For All Consumption		
			Regular Rate	$	13.80
			Maintenance/Replacement Surcharge (included in regular rate)	$	1.60
			For Consumption in Excess of Daily Average Allotment		
			Excess Use Surcharge	$	2.00
		19-62(D)	For Contractor Usage from a Metered Hydrant, Water Consumption Charge, per 1,000 Gallons		
			For All Consumption	$	13.75
		19-63	Standardized Billing Rates (Number of Times the Minimum Usage Billing)		
			Single Family Residential Dwellings	$	2.00
			Non-Single Family Residential Dwellings	$	5.00
		19-63(A)	For All Services to Premises Within the Village		
			Basic User Billing Charge, per Month	$	2.85
			Consumption Charge, per 1,000 Gallons (Minimum Charge 5,000 Gallons)		
			Regular Rate	$	1.40
		19-63(B)	For All Services to Premises Not Within the Village		
			Basic User Billing Charge, per Month	$	3.50
			Consumption Charge, per 1,000 Gallons (Minimum Charge 5,000 Gallons)		
			Regular Rate	$	3.95
		19-64	Local Capital Financing (Sewer Separation) Surcharge, per Month	$	-
		19-65	Local Storm Water Drainage Facility Surcharge, per Month	$	1.50
		19-66	Stormwater Management Fee, per Month	$	3.75
		CHAPTER 19, Article III - Utility Services, Sewers			
19	III	19-83	Sewer Connection Fees; All connections		
			Single Family Residences	$	136
			Multiple Family Residence for each family unit	$	136
			Business Establishments	$	136
		19-88(2)	Penalties, Not to Exceed	$	750
		CHAPTER 19, Article V - Utility Services, Stormwater Discharge			
19	V	19-130	Criminal Penalty		
			Not Less Than	$	200
			Not More Than	$	1,000
		CHAPTER 20, Article V - Personal Wireless Telecommunication Services and Facilities			
20	V	20.94(3)(A)	Application Fee - Collocate on Existing Utility Pole	$	650
			Plus Per Each Location	$	350
		20.94(3)(B)	Application Fee - Collocate on New Utility Pole	$	1,000

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CH.NO.	ART.NO.	SECT.NO.	CLASSIFICATION		CY 2023
			APPENDIX A, Article V - Zoning, Use Districts		
APP A	V	5.02(a)(2)	Official Zoning Map	$	30
			APPENDIX A, Article VIII - Zoning, Signage		
APP A	VIII	8.01(b)(1)	Illuminated and Nonilluminated Signs	$	58
			Plus one dollar ($1) per square foot of gross surface area of the proposed sign		
			Plan Exam Fee	$	27
			Inspection and Electrical Fees: as outlined in this Fee Schedule		
			Supplement shall be in addition to the fees shown above.		
			APPENDIX A, Article XIII - Zoning, Planned Development Districts		
APP A	XIII	13.04(a)	Preliminary Review of Planned Development; Plus	$	2,361
			Per Acre for the first 5 acres	$	35
			Per Acre for each acre over 5	$	24
		13.05(g)	Final Review of Planned Development; Plus	$	1,181
			Per Acre for the first 5 acres	$	35
			Per Acre for each acre over 5	$	24
			APPENDIX A, Article XIV - Zoning, Administration		
APP A	XIV	14.09	Text Amendments		
			Residential	$	398
			Non-Residential	$	795
			Zoning Map Change		
			Less than one acre	$	398
			One acre or more	$	941
			Variations		
			Single Family (excluding zoning relief applications for Lot Coverage)	$	265
			Administrative (excluding zoning relief applications for Lot Coverage)	$	133
			Minor Variation	$	22
			All Others	$	861
APP A	X	10.02-10.07(g)	Residential Lot Coverage applications requiring zoning relief, as a %		
			beyond the maximum % allowed per Zoning District:		
			Res Lot Coverage up to 14.99% above the maximum % Lot Coverage allowed, per Zoning Dist	$	275
			Res Lot Coverage from 15% to 25% above the maximum % Lot Coverage allowed, per Zoning Dist	$	500
			Res Lot Coverage over 25% above the maximum % Lot Coverage allowed, per Zoning Dist	$	750
APP A	XIV	14.09	Special Use Permits		
			Residential Uses	$	398
			Administrative Special Use	$	200
			Minor Special Use	$	22
			Special Use Amendments and for non-conforming businesses requiring a Special Use to		
			continue their operations	$	171
			Special Use Permit for Live Entertainment	$	530
			All Others	$	994
			Annexation Hearing	$	795
			Multiple Application Fee for each Additional Application	$	67
			In addition to the above fees, a document processing fee of		
			plus the actual Cook County Recording Fees shall be charged whenever recording is required.	$	188

Attachment: CY 2023 Fee Schedule Supplement (CY 2023 Fee Schedule (CA))

VILLAGE OF PALATINE
FEE SCHEDULE SUPPLEMENT

CH.NO.	ART.NO.	SECT.NO.	CLASSIFICATION		CY 2023
			APPENDIX B, Article III - Subdivision, Site Development and Floodplain Regulations, Preliminary Plat		
APP B	III	3.01(a)(4)a	Preliminary Plat; plus	$	197
			Per Acre for the first five (5) acres	$	18
			Per Acre for each acre over five (5) acres	$	12
		3.01(a)(4)b	A Plan Review fee (rounded to the nearest dollar) based on one hundred fifty percent (150%) of the rate per hour of the present salary schedule adopted by the Village Council of those Village personnel participating in the review process shall be paid.		
			APPENDIX B, Article IV - Subdivision, Site Development and Floodplain Regulations, Final Plat		
APP B	IV	4.01(a)(2)a	Final Plat Fee; plus	$	265
			Per Acre for the first five (5) acres	$	18
			Per Acre for each acre over five (5) acres	$	12
			In addition to the above fees, a document processing fee of plus the actual Cook County Recording Fees shall be charged whenever recording is required.	$	192
		4.01(a)(2)b	Plan review fee, based 1.5% of total land improvements costs (which shall consist of, but not exclusively of curb and gutters, sidewalks, pavements, sanitary sewer system, storm sewer system, water distribution system, stormwater detention facilities, parkway trees, landscaping, street lights, plus soil erosion control measures) as estimated by the design engineer and approved by the Village Engineer.		
			APPENDIX B, Article V - Subdivision, Site Development and Floodplain Regulations,		
			Dedication of Park Land and School Sites for Payment of Fees in Lieu Thereof		
APP B	V	5.02(a)(1)a	Contribution of fees in lieu of park and school sites The cash contributions in lieu of land shall be based on the **"fair market value"** of the acres of land in the area improved as specified herein, that otherwise would have been dedicated as park and recreation and school sites. It has been determined that the **"fair market value"** per acre of such improved land in and surrounding the village, to be used in calculating the applicable fee in lieu is:	$	163,300
			APPENDIX B, Article VI - Subdivision, Site Development and Floodplain Regulations, Design Standards		
APP B	VI	6.09(f)(1)	Site Development Permit Plan Review/@ Gross Site Acre (Minimum $16)		
		6.09(f)(2)	Site Development Permit On-site Inspections		
			0-3 acres, each inspection	$	67
			3-6 acres, each inspection	$	133
			6-8 acres, each inspection	$	199
			Over 8 acres, each inspection	$	265
		6.09(f)(3)	Filing Fee	$	93
			APPENDIX B, Article VIII - Subdivision, Site Development and Floodplain Regulations, Required Land Improvements		
APP B	VIII	8.08(a)(1)	Exemption from Live Detention Per Square Foot of Total Land Area to be Developed	$	0.26
			General Fees, Provided for Administratively		
			Police Fingerprinting Fees		
			Residents/Employees	$	15
			Non-Residents	$	40
			Concealed Carry Processing Fees		
			Retired Officers	$	40
			Public Works Mulch Delivery, per Cubic Yard		
			Residential	$	16
			Commercial	$	25
			Finance Utility Bill Fees		
			Online Utility Bill Convenience Fee	$	3.50
			Community Development Business License Fees		
			Online Business License Renewal Convenience Fee	$	3.50

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