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

AGENDA

APRIL 10, 2023

Regular Meeting **7:00 PM**

I. ROLL CALL

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

1. Village Council & Committee of the Whole - Regular Meeting - April 3, 2023

IV. MAYOR'S REPORT

1. Consider a Resolution Appointing and Re-Appointing Members to Various Village Boards and Commissions

2. As Submitted

V. RECESS TO THE COMMITTEE OF THE WHOLE

VI. COMMITTEE OF THE WHOLE

A. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE

DOUG MYSLINSKI, CHAIRMAN

1. Consider a Request for Temporary Street Closures for the Palatine Park District's New 'TwiLight Fun Run' on August 18, 2023 (Council District: One)

2. Consider a Motion Granting Approvals, Including Waiver of the Sound Amplification Ordinance and Traffic Controls, for the St. Nectarios Greek Orthodox Church 'Greek Fest' Event on June 23 -25, 2023 at 133 S. Roselle Road (Council District: One)

3. As Submitted

B. POLICE POLICY & CODE SERVICES COMMITTEE

BRAD HELMS, CHAIRMAN

1. Consider an Ordinance Granting a Special Use to Permit a Dental Office at 787 E. Dundee Road (Council District: Four)

2. Consider an Ordinance Granting Special Uses to Permit Additions at 940 S. Mallard Court (Council District: Two)

3. Consider an Ordinance Granting a Special Use to Permit an Antennae Tower Structure at 640 W. Colfax Street (Council District: Six)

4. Consider an Ordinance Granting a Special Use to Permit a Day Care Facility and a Variation for Parking at 415 S. Creekside Drive (Council District: Six)

5. As Submitted

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

KOLLIN KOZLOWSKI, CHAIRMAN

1. Consider a Motion Granting Preliminary Planned Development Approval for a Four Lot Single-Family Residential Development at 52 W. Colfax Street (Council District: Six)

2. As Submitted

D. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE

GREG SOLBERG, CHAIRMAN

1. Video Gaming Discussion

2. As Submitted

E. BUSINESS FINANCE & BUDGET COMMITTEE

TIM MILLAR, CHAIRMAN

1. Consider a Resolution Approving a Collective Bargaining Agreement Between the Village of Palatine, Illinois and the Palatine Fraternal Order of Police, Labor Council, Lodge No. 158

2. Consider an Ordinance Reserving Volume Cap in Connection with Private Activity Bond Issues and Related Matters

3. As Submitted

F. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

SCOTT LAMERAND, CHAIRMAN

1. Consider a Motion Authorizing the Village Manager to Purchase a Truck Mounted Sewer Jetter

2. As Submitted

VII. RECONVENE THE VILLAGE COUNCIL MEETING

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.

1. Consider a Request for Temporary Street Closures for the Palatine Park District's New 'TwiLight Fun Run' on August 18, 2023 (Council District: One)

2. Consider a Motion Granting Approvals, Including Waiver of the Sound Amplification Ordinance and Traffic Controls, for the St. Nectarios Greek Orthodox Church 'Greek Fest' Event on June 23 -25, 2023 at 133 S. Roselle Road (Council District: One)

3. Consider an Ordinance Granting a Special Use to Permit a Dental Office at 787 E. Dundee Road (Council District: Four)

4. Consider an Ordinance Granting Special Uses to Permit Additions at 940 S. Mallard Court (Council District: Two)

5. Consider an Ordinance Granting a Special Use to Permit an Antennae Tower Structure at 640 W. Colfax Street (Council District: Six)

6. Consider an Ordinance Granting a Special Use to Permit a Day Care Facility and a Variation for Parking at 415 S. Creekside Drive (Council District: Six)

7. Consider a Resolution Approving a Collective Bargaining Agreement Between the Village of Palatine, Illinois and the Palatine Fraternal Order of Police, Labor Council, Lodge No. 158

8. Consider an Ordinance Reserving Volume Cap in Connection with Private Activity Bond Issues and Related Matters

9. Consider a Motion Authorizing the Village Manager to Purchase a Truck Mounted Sewer Jetter

10. Consider an Ordinance to Amend Salary Ordinance, O-108-22 Establishing Rates of Compensation for Certain Officers and Employees of the Village of Palatine to Reflect the Fully Ratified Agreement with the Fraternal Order of Police Effective January 1, 2023

IX. REPORTS OF STANDING COMMITTEE

A. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE

GREG SOLBERG, CHAIRMAN

1. As Submitted

B. BUSINESS FINANCE & BUDGET COMMITTEE

TIM MILLAR, CHAIRMAN

1. As Submitted

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

KOLLIN KOZLOWSKI, CHAIRMAN

1. Consider a Motion Granting Preliminary Planned Development Approval for a Four Lot Single-Family Residential Development at 52 W. Colfax Street (Council District: Six)

2. As Submitted

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE

DOUG MYSLINSKI, CHAIRMAN

1. As Submitted

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

SCOTT LAMERAND, CHAIRMAN

1. As Submitted

F. POLICE POLICY & CODE SERVICES COMMITTEE

BRAD HELMS, CHAIRMAN

1. As Submitted

X. REPORTS OF THE VILLAGE OFFICERS

A. VILLAGE MANAGER

1. As Submitted

B. VILLAGE CLERK

1. As Submitted

C. VILLAGE ATTORNEY

1. As Submitted

XI. CLOSED SESSION AS REQUIRED

XII. RECOGNITION OF AUDIENCE

XIII. ADJOURNMENT

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

APRIL 3, 2023

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	Absent	
Scott Lamerand	District 2 Councilman	Present	
Doug Myslinski	District 3 Councilman	Absent	
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, Director of Public Works Matt Barry, Police Chief Dave Daigle, Fire Chief Patrick Gratzianna, IT Director Larry Schroth, Director of Finance Paul Mehring, 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 – Time: 7:01 PM

RESULT:	**ADOPTED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Greg Solberg, District 4 Councilman
SECONDER:	Scott Lamerand, District 2 Councilman
AYES:	Lamerand, Solberg, Kozlowski, Helms
ABSENT:	Millar, Myslinski

1. Village Council & Committee of the Whole - Special Meeting - March 20, 2023 - **Accepted**

2. Village Council & Committee of the Whole - Regular Meeting - March 20, 2023 - **Accepted**

IV. MAYOR'S REPORT – Time: 7:01 PM

1. As Submitted -

Mayor Schwantz announced upcoming events:

Saturday, April 8 10:30AM-11:30AM
Easter Egg Hunt
DeerGrove Covenant Church

Saturday, April 8 11:00AM-1:00PM
Palatine Jaycees Easter Egg Hunt
Falcon Park

Curbside pick up of bagged yard waste and bundled brush began this week.

All election signs must be collected or will be gathered and disposed of 24 hours after the election.

Reminder, that on Election Day Village Hall is not a Polling Place.

V. RECESS TO THE COMMITTEE OF THE WHOLE – Time: 7:01 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:	Kollin Kozlowski, District 5 Councilman
AYES:	Lamerand, Solberg, Kozlowski, Helms
ABSENT:	Millar, Myslinski

VI. COMMITTEE OF THE WHOLE

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

BRAD HELMS, CHAIRMAN

1. Consider an Ordinance Granting a Special Use for an Automobile Service Center (Oil Change Use) and a Setback Reduction for the Property at 218 - 220 N. Northwest Highway **- Motion Carried by Voice Vote** (Council District: Six)

Planning & Zoning Director Ben Vyverberg presented Strickland Oil Brothers' request for a Special Use to permit an automobile service center and a Variation to permit a 5 foot side yard abutting a street (minimum 10 feet). The petitioner proposes replacing the existing building with a new 1,700 sq. ft. building with landscaping for oil changes and other preventative services.

Minutes Acceptance: Minutes of Apr 3, 2023 7:00 PM (APPROVAL OF MINUTES)

The plan provides 9 parking spaces (6 are required). The Zoning Board of Appeals voted 6-0 to recommend approval and staff concurs.

Mayor Schwantz echoed a concern voiced at the ZBA regarding traffic flow so close to the Colfax/Lincoln/Hicks Place traffic light, and confirmed that IDOT makes final determination.

Roman Golash, 418 E. Juniper Drive, clarified the oil change use, preferring a park.

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Greg Solberg, District 4 Councilman
SECONDER:	Scott Lamerand, District 2 Councilman
AYES:	Schwantz, Lamerand, Solberg, Kozlowski, Helms
ABSENT:	Millar, Myslinski

2. Consider an Ordinance Granting a Variation to Permit a Fence to be Set Back One Foot from a Side Property Line Abutting a Street, Instead of the Minimum Required 3 feet, at 720 E. Delgado Drive **- Motion Carried by Voice Vote** (Council District: Three)

   Planning & Zoning Director Ben Vyverberg presented the petitioner's request for a Variation to permit a fence along the side yard abutting Springwood Drive, with a setback of approximately 1' 10" from the lot line (required 3' min). The proposed fence would align with the adjacent property's fence to the north. The existing brick retaining wall along the eastern property line in the right of way will be removed. The ZBA voted unanimously to approve and staff recommends action at the Council's discretion.

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

3. Consider an Ordinance Granting a Variation for a Front Stoop at 294 N. MacArthur Drive **- Motion Carried by Voice Vote** (Council District: Six)

   Planning & Zoning Director Ben Vyverberg presented the petitioner's request for a Variation to permit a stoop in the required front yard to be 6' x 11' expanding an existing 4' x 7' front stoop, including extending the roof overhang to encroach 5' into the required 30' front yard setback to accommodate visitors and deliveries. The ZBA unanimously recommends approval and staff concurs.

Minutes Acceptance: Minutes of Apr 3, 2023 7:00 PM (APPROVAL OF MINUTES)

RESULT:	**MOTION CARRIED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Kollin Kozlowski, District 5 Councilman
SECONDER:	Greg Solberg, District 4 Councilman
AYES:	Schwantz, Lamerand, Solberg, Kozlowski, Helms
ABSENT:	Millar, Myslinski

4. Consider an Ordinance Granting a Special Use for an Accessory Structure to Exceed the Maximum Height Allowed and a Variation for Lot Coverage at 108 S. Walnut Street **- Continued** (Council District: Two)

Planning & Zoning Director Ben Vyverberg presented the petitioner's request for a Special Use to permit an accessory structure to exceed the maximum height allowed of one-story, (15 feet at midpoint or the highest point of the principal structure); and a Variation to permit lot coverage to be 49%, (maximum permitted 45%). The mid-point height is approximately 20.8 feet, and, per Code, may not exceed 15 feet. Some area residents expressed concern for potential flooding. The Zoning Board of Appeals voted 5-1 to recommend approval. Staff recommends action at the discretion of the Council for the lot coverage and denial for the accessory structure height.

Vyverberg noted three neighborhood sites that were granted similar relief.

Pawel Bialy (homeowner) and Frank Skorski, 145 W. Bryant, speaking for the owner, stated the garage would not be visible from the street. They proposed a 23' garage, but would like to resubmit a more pleasing design for consideration. They asked for continuance to redesign.

Village Manager Reid Ottesen referenced 132 S. Walnut with a 26' high peak on the garage and better aesthetics, and recommended a two week continuance to April 17.

In response to Councilman Kozlowski and Councilman Lamerand regarding the proposed height, Councilman Helms clarified that staff will be clear on desired changes.

In response to Councilman Helms, Vyverberg stated lot coverage was not before us but the footprint expansion could be resolved by reducing something else, such as pavers, on the property. Ottesen stated a larger footprint could be beneficial.

Motion maker and seconder offered a substitute motion to continue this item to April 17.

Minutes Acceptance: Minutes of Apr 3, 2023 7:00 PM (APPROVAL OF MINUTES)

RESULT:	**CONTINUED [UNANIMOUS]**	**Next: 4/17/2023 7:00 PM**
MOVER:	Scott Lamerand, District 2 Councilman	
SECONDER:	Kollin Kozlowski, District 5 Councilman	
AYES:	Schwantz, Lamerand, Solberg, Kozlowski, Helms	
ABSENT:	Millar, Myslinski	

5. As Submitted **-**

   Nothing was submitted.

B. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE – Time: 7:21 PM

DOUG MYSLINSKI, CHAIRMAN

1. Consider a Motion Authorizing the Village Manager to Execute a Contract for the Purchase of a SCBA Breathing Air Compressor **- Approved by Voice Vote**

   Fire Chief Patrick Gratzianna recommended the normal cyclical replacement of the 20 year old SCBA air compressor and awarding the contract to SCBAS, Inc. for the purchase and installation of a 20 HP Eagle Talon II SCBA air compressor for an amount not to exceed $55,000.

RESULT:	**APPROVED BY VOICE VOTE [UNANIMOUS]**
MOVER:	Kollin Kozlowski, District 5 Councilman
SECONDER:	Brad Helms, District 6 Councilman
AYES:	Schwantz, Lamerand, Solberg, Kozlowski, Helms
ABSENT:	Millar, Myslinski

2. As Submitted **-**

C. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE – Time: 7:22 PM

GREG SOLBERG, CHAIRMAN

1. As Submitted **-**

   Nothing was submitted.

D. BUSINESS FINANCE & BUDGET COMMITTEE – Time: 7:23 PM

TIM MILLAR, CHAIRMAN

1. As Submitted **-**

   Nothing was submitted.

Minutes Acceptance: Minutes of Apr 3, 2023 7:00 PM (APPROVAL OF MINUTES)

E. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE – Time: 7:23 PM

KOLLIN KOZLOWSKI, CHAIRMAN

1. As Submitted **-**

   Nothing was submitted.

F. INFRASTRUCTURE & ENVIRONMENT COMMITTEE – Time: 7:23 PM

SCOTT LAMERAND, 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:	Kollin Kozlowski, District 5 Councilman
AYES:	Lamerand, Solberg, Kozlowski, Helms
ABSENT:	Millar, Myslinski

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:	Greg Solberg, District 4 Councilman
AYES:	Lamerand, Solberg, Kozlowski, Helms
ABSENT:	Millar, Myslinski

1. Consider a Motion to Approve 2023 Warrant #7 **- Approved**

2. Consider an Ordinance Granting a Special Use for an Automobile Service Center (Oil Change Use) and a Setback Reduction for the Property at 218 - 220 N. Northwest Highway **- Approved** (Council District: Six)

   Ordinance #O-30-23

Minutes Acceptance: Minutes of Apr 3, 2023 7:00 PM (APPROVAL OF MINUTES)

3. Consider an Ordinance Granting a Variation to Permit a Fence to be Set Back One Foot from a Side Property Line Abutting a Street, Instead of the Minimum Required 3 feet, at 720 E. Delgado Drive **- Approved** (Council District: Three)

   Ordinance #O-31-23

4. Consider an Ordinance Granting a Variation for a Front Stoop at 294 N. MacArthur Drive **- Approved** (Council District: Six)

   Ordinance #O-32-23

5. Consider a Motion Authorizing the Village Manager to Execute a Contract for the Purchase of a SCBA Breathing Air Compressor **- Approved**

6. Consider an Ordinance Amending Chapter 11 Licenses, Permits & Business Regulations of the Code of Ordinances of the Village of Palatine **- Approved**

   Ordinance #O-33-23

7. Consider a Resolution Completing the Required One-Year Maintenance Period and Releasing the Security Deposit for Hillside Subdivision **- Adopted by Roll Call** (Council District: One)

   Resolution #R-10-23

IX. REPORTS OF STANDING COMMITTEE

A. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE – Time: 7:24 PM

GREG SOLBERG, CHAIRMAN

1. As Submitted **-**

   No Report

B. BUSINESS FINANCE & BUDGET COMMITTEE – Time: 7:24 PM

TIM MILLAR, CHAIRMAN

1. As Submitted **-**

   No Report

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE – Time: 7:24 PM

KOLLIN KOZLOWSKI, CHAIRMAN

1. As Submitted **-**

   No Report

Minutes Acceptance: Minutes of Apr 3, 2023 7:00 PM (APPROVAL OF MINUTES)

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE – Time: 7:24 PM

DOUG MYSLINSKI, CHAIRMAN

1. As Submitted **-**

   No Report

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE – Time: 7:24 PM

SCOTT LAMERAND, CHAIRMAN

1. As Submitted **-**

   No Report

F. POLICE POLICY & CODE SERVICES COMMITTEE – Time: 7:24 PM

BRAD HELMS, CHAIRMAN

1. Consider an Ordinance Granting a Special Use for an Accessory Structure to Exceed the Maximum Height Allowed and a Variation for Lot Coverage at 108 S. Walnut Street **-** (Council District: Two)

   Councilman Helms reported this item is continued to April 17.

2. As Submitted **-**

   No Report

X. REPORTS OF THE VILLAGE OFFICERS

A. VILLAGE MANAGER

1. As Submitted **-**

   No Report

B. VILLAGE CLERK

1. As Submitted **-**

   Clerk Duer reported tomorrow Tuesday, April 4 is Consolidated Election Day for all local boards and councils. If you are not registered, have moved or changed your name, you may register with two forms of identification at your polling place, and vote a provisional ballot. You can learn more and find your polling place online at www.CookCountyClerk.com

Minutes Acceptance: Minutes of Apr 3, 2023 7:00 PM (APPROVAL OF MINUTES)

C. VILLAGE ATTORNEY

1. As Submitted **-**

   No Report

XI. CLOSED SESSION AS REQUIRED – Time: 7:25 PM

No Closed Session requested.

XII. RECOGNITION OF AUDIENCE – Time: 7:25 PM

Michael Fleming Palatine, expressed his opposition to the requirement of fingerprinting all employees of establishments serving alcohol and asked for clarification between owner and employee definition and requirements.

Roman Golash, 418 E. Juniper, reported on the last Fish Fry at the American Legion.

Village Manager Reid Ottesen commented on Mr. Fleming's concerns, that he has drafted a letter clearly addressing the 20-30 issues he has raised. Mr. Fleming will get a detailed response, already drafted, with an offer to meet with him.

XIII.ADJOURNMENT – Time: 7:31 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:	Kollin Kozlowski, District 5 Councilman
AYES:	Lamerand, Solberg, Kozlowski, Helms
ABSENT:	Millar, Myslinski

SUBMITTED BY:

Margaret R. Duer
Village Clerk

Minutes Acceptance: Minutes of Apr 3, 2023 7:00 PM (APPROVAL OF MINUTES)

Consider a Resolution Appointing and Re-Appointing Members to Various Village Boards and Commissions

BACKGROUND:
The Mayor is seeking the Village Council's concurrence on re-appointments to several Village Boards and Commissions. All terms have an expiration date of April 30 of each year or until a replacement is named.

The Planning and Zoning Commission is a new Commission commencing on May 1st and replaces the Plan Commission and Zoning Board of Appeals. As part of creating the new Commission, it is necessary to establish new staggered terms for all nine members. For those approved for an initial two year or one year term, their reappointment would be for three years.

The following appointments/reappointments are put forth by the Mayor:

Planning & Zoning Commission
3-Year Term - Expiring in 2026
- Jan Wood, Chairperson
- Cindy Roth Wurster
- Stephen Fedota

2-Year Term - Expiring in 2025
- Eric Friedman, Vice-Chairperson
- Rodney Bettenhausen
- Kevin Cavanaugh

1-Year Term - Expiring in 2024
- Patrick Noonan
- Robert Kolososki
- Jerry Luszczak

Board of Health
- Kathleen Wallace: 3-year term expiring in 2026

Beautification Commission
- Sue Fink: 2-year term expiring in 2025
- Patricia Fluhler: 2-year term expiring in 2025
- Neil Sieroslawski: 2-year term expiring in 2025
- Randy Spiess: 2-year term expiring in 2025

Fire & Police Commission
- Dan Nallen: 3-year term expiring in 2026

Police Pension Board
- Carol Brandt: 2-year term expiring in 2025

Fire Pension Board

- Michael Magnuson: 2-year term expiring in 2025

The Village Treasurer will continue to be filled by the Village Finance Director Paul Mehring.

ALTERNATIVES:
1. Concur with the appointments/re-appointments.
2. Do not concur with the appointments/re-appointments**.**

RECOMMENDATION:
Motion to concur with the Mayor's recommendation.

ACTION REQUIRED:
Motion to approve the appointments/re-appointments.

ATTACHMENTS:

- RES 2023-Reappoint to Boards and Comm

RESOLUTION NO. _____

A RESOLUTION CONCURRING WITH THE MAYOR'S RE-APPOINTMENTS TO BOARDS AND COMMISSIONS OF THE VILLAGE OF PALATINE

WHEREAS, pursuant to the Palatine Code of Ordinances, the Mayor, with the concurrence of the Village Council, has the authority to appoint/reappoint members to various Boards and Commissions.

BE IT RESOLVED, the Mayor, with the concurrence of the Village Council, hereby appoints/reappoints individuals to several Boards and Commissions.

Planning and Zoning Commission

3-Year Term – Expiring in 2026

- **Jan Wood, Chairperson**
- **Cindy Roth Wurster**
- **Dr. Stephen Fedota**

2-Year Term - Expiring in 2025

- **Eric Friedman**
- **Rodney Bettenhausen**
- **Kevin Cavanaugh**

1-Year Term – Expiring in 2024

- **Patrick Noonan**
- **Robert Kolososki**
- **Jerry Luszczak**

Board of Health

- **Kathleen Wallace: 3-year term expiring in 2026**

Attachment: RES 2023-Reappoint to Boards and Comm (Reappts. to Boards & Commissions 2023)

Beautification Commission

- **Sue Fink: 2-year term expiring in 2025**
- **Patricia Fluhler: 2-year term expiring in 2025**
- **Neil Sieroslawski: 2-year term expiring in 2025**
- **Randy Spiess: 2-year term expiring in 2025**

Fire & Police Commission

- **Dan Nallen: 3-year term expiring in 2026**

Police Pension Board

- **Carol Brandt: 2-year term expiring in 2025**

Fire Pension Board

- **Michael Magnuson: 2-year term expiring in 2025**

All terms are staggered and have an expiration date of April 30.

BE IT FURTHER RESOLVED, this Resolution shall be in full force and effect upon passage and approval provided by law.

DATED: This _____ day of _____, 2023

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

APPROVED by me this _____ day of _____, 2023

_____
Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk this

_____ day of _____, 2023

_____
Village Clerk

Attachment: RES 2023-Reappoint to Boards and Comm (Reappts. to Boards & Commissions 2023)

Consider a Request for Temporary Street Closures for the Palatine Park District's New ' TwiLight Fun Run' on August 18, 2023

BACKGROUND

The Palatine Park District would like to host a new event, TwiLight Fun Run, at the Tom T. Hamilton Reservoir, 1037 N. Smith Street. They are requesting closure of streets throughout a portion of the Village for the run on Friday, August 18, 2023. The run will begin at 5:30pm and end at approximately 8:30pm. The route is outlined on the attached map. The run/walk will offer the community a fun, safe, and family friendly activity. Notification of the event to area residents will be required.

KEY ISSUES

The Police Department will use on-duty personnel to assist with the event.

ALTERNATIVES

1. Approve the temporary closure of streets
2. Do not approve the temporary closure of streets

RECOMMENDATION

Action is at the discretion of the Committee.

ACTION REQUIRED

Action is at the discretion of the Committee.

ATTACHMENTS:

- TwiLight Fun Run

VILLAGE OF PALATINE
SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

GENERAL EVENT INFORMATION

Name of Event
TwiLight Fun Run

Exact Address of Event
Tom T. Hamilton Reservoir 1037 N Smith St, Palatine, IL 60067

Type of Event (Check all applicable)

☐ Festival ■ Run/Walk ☐ Parade ☐ Car Show ☐ Craft Fair ☐ Fireworks ☐ Other _____

Date(s) of Event	Hours of Event	Total Hours (Step-up - Tear down)
August 18	5:30 pm - 8:30 pm	4:30 pm - 9:30 pm

Phone number/website for publication	Estimated attendance	Last years actual attendance
847-496-6214	250	N/A

Describe the event's community and/or cultural benefit

Twilight fun run, participants will have lights on their person.

SPONSORING ORGANIZATION INFORMATION

Name of Sponsoring Organization	Contact person from Sponsoring Organization	
Palatine Park District	Alison Shariatzadeh	
Sponsoring Organization Address	**City**	**Zip**
250 E Wood St.	Palatine	60067
Phone Number	**E-Mail**	**Website**
847-991-0333	ashariatzadeh@palatinepark	www.palatineparks.org

ORGANIZER/COORDINATOR INFORMATION

Name of Organizer/Coordinator	E-mail	
Alison Shariatzadeh	ashariatzadeh@palatineparks.org	
Organizer/Coordinator Address	**City**	**Zip**
250 E Wood St.	Palatine	60067
Phone Number	**Cell Phone Number**	**Fax Number**
847-496-6214	847-606-1889	N/A

EMERGENCY CONTACT INFORMATION

Name of Emergency Contact	E-mail	
Anthony DeMichael	ademichael@palatineparks.org	
Emergency Contact Address	**City**	**Zip**
250 E Wood St.	Palatine	60067
Phone Number (24hours)	**Cell Phone Number**	**Fax Number**
847-496-6256	847-207-8582	N/A

Attachment: TwiLight Fun Run (Palatine Park District - TwiLight Fun Run)

VILLAGE OF PALATINE
SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

EVENT OVERVIEW

Are you providing/serving food at your event that is considered potentially hazardous, being prepared on-site, or being re-packed and sold in bulk? Below are some foods exempt from a permit (not all are listed): -Pre-packaged, non-potentially hazardous foods (i.e. packaged cookies, chips, crackers, bread, etc.) -Non-potentially hazardous, minimally cut, unprocessed fruits or vegetables (ie. apples, bananas, etc.) QUESTIONS ON WHAT QUALIFIES AS EXEMPT? CALL (847) 359-9090.	☐ Yes	☑ No	If yes, how many vendors? _____ Each vendor must submit a Temporary Food Event Permit Application 14 days prior to the event. Applications can be found at: https://permits.palatine.il.us/EnerGov_Prod/SelfService/PalatineILProd#/home Questions? Contact (847) 359-9090. Please see application for full details on what is required.
Are you erecting either: **(1)** tent(s) larger than 20'x40' (or 800 sq. ft.) or **(2)** that accommodates more than 100 people or **(3)** temporary structure(s) (ie. stage) taller than 2' in height or **(4)** that will be equipped with temporary electrical power?	☐ Yes	☑ No	If yes, you must submit a Temporary Structure Permit Application 30 days prior to the event. Applications can be found at: https://permits.palatine.il.us/EnerGov_Prod/SelfService/PalatineILProd#/home Questions? Contact (847) 359-9037. Electric submissions are required. Please see application for full details on what is required.
Are you serving alcoholic beverages at your event?	☐ Yes	☑ No	Alcohol vendors must submit a Special Event Liquor License 60 days prior to the event. You must obtain a Special Event Liquor License for each liquor vendor. Applications can be found at: http://www.palatine.il.us/events/forms/applications.aspx. Questions? Contact (847) 359-9031.
Will the event include a Race/Walk or Parade?	☑ Yes	☐ No	If yes, you must complete, Page 3, Section 1.
Will electronic sound amplification equipment or a public address system be used at the event?	☑ Yes	☐ No	If yes, you must complete, Page 3, Section 2.
Are you utilizing any public parking lots, Village streets or other Village property for your event?	☑ Yes	☐ No	If yes, you must complete, Page 3, Section 3.

ACKNOWLEDGEMENT/SIGNATURE

By signing this document, I certify that the information provided above is correct. I agree to conduct the special event in compliance with all applicable codes, ordinances, laws and the conditions contained in the special event permit.

Signature of Organizer

02/13/23
Date

Application must include the following documentation

- ☑ Special Event Application (Page 1, 2, 3, 4)
- ☑ Certificate of Insurance (see Section 5)
- ☑ Site Plan and/or Race/Parade Route Map

You MUST submit a new site plan or parade/race route on an annual basis.

APPLICATIONS WITH MISSING INFORMATION WILL NOT BE PROCESSED.

Attachment: TwiLight Fun Run (Palatine Park District - TwiLight Fun Run)

VILLAGE OF PALATINE
SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

Name of Event
TwiLight Fun Run

SECTION 1: RACE/WALK, PARADE INFORMATION ☐ Not Applicable

Starting Location	Ending Location
Tom T. Hamilton Reservoir	Tom T. Hamilton Reservoir
Approximate Number of Attendees (runners/marchers)	**Approximate Number of Vehicles (cars/floats)**
250	None
Location of Assemble (Registration)	**Location of Personal Vehicle Parking**
Tom Hamilton Reservoir	

Please attach a course map, with location of the staging area, start/finish lines, and water/first aid stations

SECTION 2: NOISE CONTROL PLAN ☐ Not Applicable

Please attach a Site Plan, with the location of the stages and sound systems, the location and direction of all speakers, and the proximity to residential properties

Amplified sound will be used from: (am/pm)	Amplified sound will be used to: (am/pm)
6:30 pm	8:30 pm

Describe the sound system(s)

Portable wireless speaker system with headset and microphone

Explain how the sound will be controlled and identify the means by which it can be further controlled if necessary:

Volume controlled via computer system

The Village has the right to require applicants to revise locations, hours, or plans to control amplified music/speech.

SECTION 3: PARKING LOT/PROPERTY USAGE/CLOSURE INFORMATION ☐ Not Applicable

Public Parking Lot / Property Intended for "Event"

Lot Number or Location	Date of Closure	Time of Closure	Date to Reopen	Time of Reopen

1. No staking in the street or public parking lot is permitted.
2. Only chalk or other Village approved marking is permitted (no spray paint).
3. Any debris/stains must be removed immediately prior to the opening of the street/public parking lot.
4. No structures may be erected on any street/public parking Lot without prior approval/permit.

Attachment: TwiLight Fun Run (Palatine Park District - TwiLight Fun Run)

VILLAGE OF PALATINE
SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

SECTION 4: INDEMNITY/HOLD HARMLESS AGREEMENT

Name of Sponsoring Organization
Palatine Park District

Name of Event
TwiLight Fun Run

Date(s) of Event
08/18/23

To the fullest extent permitted by law, the Organization hereby agrees to defend, indemnify and hold harmless the Village of Palatine, its officials, agents and employees, against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in any way accrue against the Village of Palatine, its officials, agents and employees, arising in whole or in part or in consequence of the Event, and/or its employees, and or subcontractors' participation in Event, or which may in any way result therefore. The Organization shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and, if any judgment shall be rendered against the Village of Palatine, its officials, agents and employees, in any such action, the Organization shall, at its own expense, satisfy and discharge the same.

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

The Organization expressly understands and agrees that the Village shall be named as an additional insured party on the insurance policy and that the Organization shall have no permission or authority to engage in the Event until evidence deemed acceptable to the Village has been provided to establish that the Village has been named as an additional insured party on the insurance policy .

Alison Shariatzadeh

SIGNATURE

Alison Shariatzadeh	Recreation and Fitness Program Coor	02/13/23
PRINT NAME	TITLE/POSITION	DATE

SECTION 5: INSURANCE REQUIREMENTS

INSURANCE REQUIREMENTS

Sponsoring Organization will be required to provide an original Certificate of Insurance, as well as the additional insured endorsement evidencing the following insurance minimums: Commercial General Liability - minimum $1,000,000 per occurrence. Final acceptance of applicant is contingent on applicant naming the Village of Palatine, their employees, agents and officials as additional insured on a primary and non-contributory basis.

Attachment: TwiLight Fun Run (Palatine Park District - TwiLight Fun Run)

TWILIGHT FUN RUN COURSE MAP

Alison Sharlatzadeh Created Feb 07, 2023 Route visibility: Friends

Palatine, IL, United States

2.25 mi	59 ft	Run
Distance	Elevation Gain	Activity Type

Log Workout
Share
Edit Route
Duplicate Route
Add Route to Website
Print
Download

Attachment: TwiLight Fun Run (Palatine Park District - TwiLight Fun Run)

TWILIGHT FUN RUN COURSE MAP

Alison Shariatzadeh Created Feb 07, 2023 Route is visible to: Friends

Palatine, IL, United States

2.25 mi	59 ft	Run
Distance	Elevation Gain	Activity Type

- Log Workout
- Share
- Edit Route
- Duplicate Route
- Add Route to Website
- Print
- Download

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 2/15/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 2850 Golf Rd Rolling Meadows IL 60008 License#: BR-724491	CONTACT NAME: PHONE (A/C, No, Ext): 630-773-3800 FAX (A/C, No): 630-285-4062 E-MAIL ADDRESS:
INSURED METRRIS-01 Metro Risk Management Agency (MRMA) Palatine Park District 250 East Wood Street Palatine IL 60067	INSURER(S) AFFORDING COVERAGE / NAIC # INSURER A : Safety National Casualty Corporation 15105 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 1227150349 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			MRMA2022	4/1/2022	4/1/2023	EACH OCCURRENCE	$ 5,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:						SIR	$ 250,000
A	AUTOMOBILE LIABILITY			MRMA2022	4/1/2022	4/1/2023	COMBINED SINGLE LIMIT (Ea accident)	$ 5,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
							SIR	$ 250,000
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N	N / A		SP4066373	4/1/2022	4/1/2023	X PER STATUTE OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Workers Compensation Self Insured Retention: $450,000.
MRMA Reinsurer - Safety National Casualty Corporation (NAIC #15105)
If additional insured status provided herein, coverage afforded by MRMA AI0414 of the Liability Coverage Agreement.
Fun Run Event, to be held at be at Tom T Hamilton Reservoir - 1037 N Smith St., Palatine IL 60067 on August 18 from 4:30 pm - 9:30 pm.

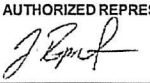
CERTIFICATE HOLDER

Tom T Hamilton Reservoir
1037 N Smith St.
Palatine IL 60067

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

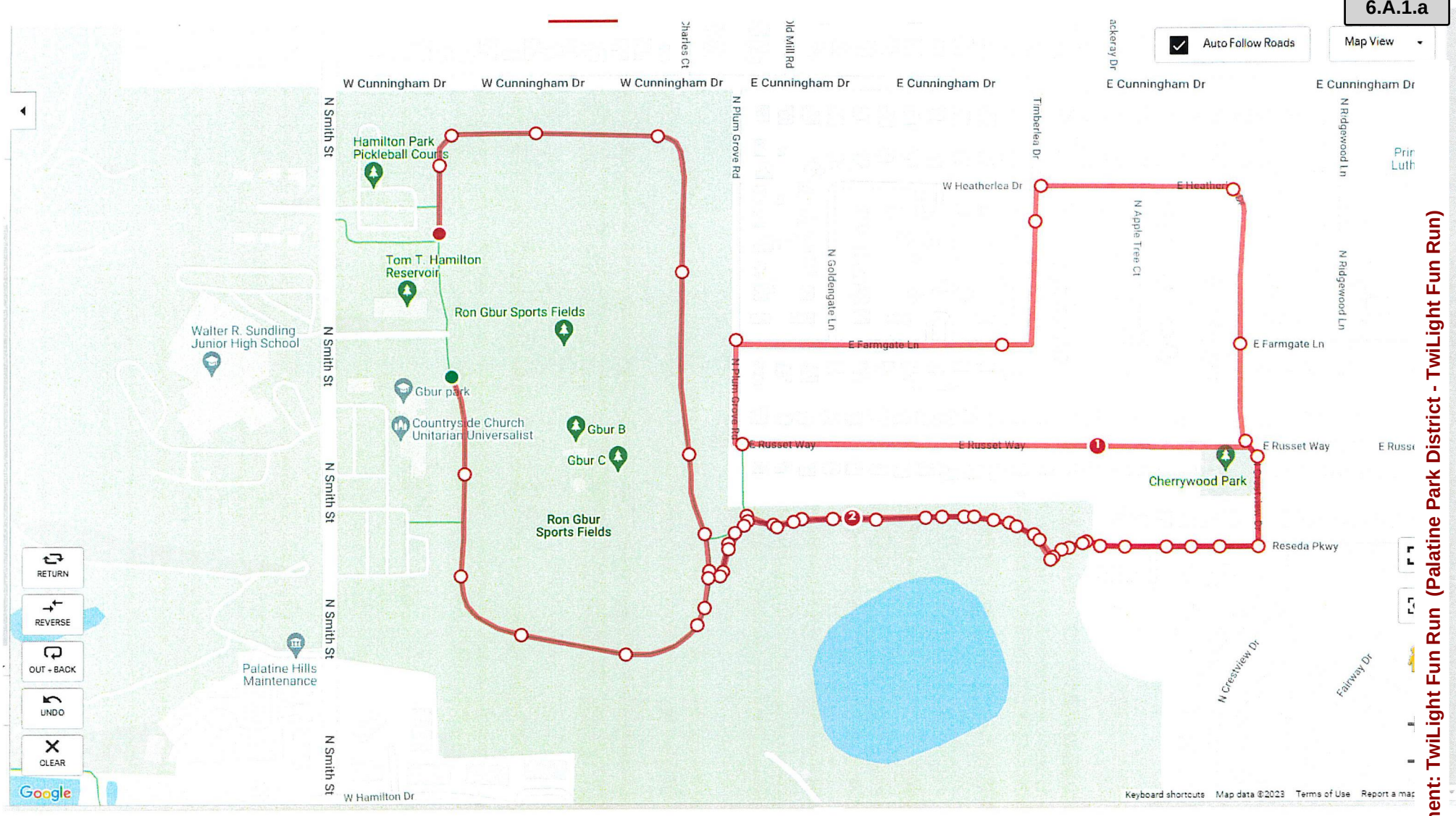
AUTHORIZED REPRESENTATIVE



© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

Attachment: TwiLight Fun Run (Palatine Park District - TwiLight Fun Run)



2.56 miles

Park District Fun Run (New)

Attachment: TwiLight Fun Run (Palatine Park District - TwiLight Fun Run)

2.56 miles

Attachment: TwiLight Fun Run (Palatine Park District - TwiLight Fun Run)

Consider a Motion Granting Approvals, Including Waiver of the Sound Amplification Ordinance and Traffic Controls, for the St. Nectarios Greek Orthodox Church 'Greek Fest' Event on June 23 -25, 2023 at 133 S. Roselle Road

BACKGROUND:
St. Nectarios Greek Orthodox Church, 133 S. Roselle Road, wishes to hold their 2023 Greek Fest on June 23 - 25, 2023.

KEY ISSUES:

- The proposed festival hours are as follows:
  - **Friday, June 23:** 4 - 11 PM (Drive thru 4 - 9 PM)
  - **Saturday, June 24:** 3 - 11 PM (Drive thru 3 - 9 PM)
  - **Sunday, June 25:** Noon - 10 PM (Drive thru Noon - 9 PM)
- The organizers are requesting a waiver of the Sound Amplification Ordinance as follows:
  - **Friday, June 23:** 4 - 11 PM
  - **Saturday, June 24:** 3 - 11 PM
  - **Sunday, June 25:** Noon - 10 PM
- The proposed event and sound amplification hours are the same as the 2022 festival, with the exception of Saturday, which will start at 3 PM instead of Noon. Also, the sound stage has been repositioned to the southeast corner, closer to the building, with the sound facing away from residential areas and toward the golf course.
- Signage for Greek Fest will be on or near their properties on both south corners of Palatine Road and Roselle Road. No additional signage will be placed in the right-of-way in the community.
- Staff will be working with the event organizers on the traffic management and parking plans, drive-through configuration, and required Police services. Part of the traffic control will again include using the eastern exit of the property for bus traffic only. The buses that are shuttling patrons would proceed out the east exit and turn left on Clyde to proceed back to Palatine Road. This significantly improved traffic flow on Roselle Road in 2018 and 2019. It should be noted they have also eliminated the games area and added a second drive-thru lane to help move traffic more smoothly. Similar to their drive-thru “only” event from 2021.
- To improve vehicular/pedestrian traffic related to the event, the Petitioner is proposing to utilize both Holy Family and Marion Jordan for off-site parking. They will provide a bus for each parking lot. The Petitioner and Village/Police will work together to make sure both of these parking lots run smoothly.
- Security, both armed and unarmed, are required to wear either a shirt or vest that clearly identifies them as security.

ALTERNATIVES:
1. Approve the Annual St. Nectarios Greek Orthodox Church's Greek Fest.
2. Do not approve the Annual St. Nectarios Greek Orthodox Church's Greek Fest.

RECOMMENDATION:
Staff recommends approval of Greek Fest including the waiver of the sound application

ordinance and the traffic management plan.

ACTION REQUIRED:
A motion to approve the waiver of the sound amplification ordinance related to the annual St. Nectarios Greek Orthodox Church's Greek Fest and other related matters subject to the conditions outlined above.

ATTACHMENTS:

- Greek Fest 2023

VILLAGE OF PALATINE
SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

GENERAL EVENT INFORMATION

Name of Event
St. Nectarios GreekFest

Exact Address of Event
133 S. Roselle Road, Palatine, IL 60067

Type of Event (Check all applicable)

☒ Festival ☐ Run/Walk ☐ Parade ☐ Car Show ☐ Craft Fair ☐ Fireworks ☐ Other _____

Date(s) of Event	Hours of Event	Total Hours (Step-up - Tear down)
June 23, 24 and 25	4-11pm, 3-11pm, 12-10pm	120

Phone number/website for publication	Estimated attendance	Last years actual attendance
847-358-5170/www.stnectariosgoc.org	12,000	12,000

Describe the event's community and/or cultural benefit

Sharing Greek food, culture and hospitality with our community.

SPONSORING ORGANIZATION INFORMATION

Name of Sponsoring Organization	Contact person from Sponsoring Organization	
St. Nectarios Greek Orthodox Church	George Reimnitz	
Sponsoring Organization Address	**City**	**Zip**
133 S. Roselle Road	Palatine	60067
Phone Number	**E-Mail**	**Website**
847-358-5170	office@stnectariosgoc.org	www.stnectariosgoc.org

ORGANIZER/COORDINATOR INFORMATION

Name of Organizer/Coordinator	E-mail	
George Reimnitz	office@stnectariosgoc.org	
Organizer/Coordinator Address	**City**	**Zip**
133 S. Roselle Road	Palatine	60067
Phone Number	**Cell Phone Number**	**Fax Number**
847-358-5170		

EMERGENCY CONTACT INFORMATION

Name of Emergency Contact	E-mail	
Nick Galanis		
Emergency Contact Address	**City**	**Zip**
133 S. Roselle Road	Palatine	60067
Phone Number (24hours)	**Cell Phone Number**	**Fax Number**
224-595-4556 Cell		

Attachment: Greek Fest 2023 (Greek Fest 2023)

VILLAGE OF PALATINE
SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

EVENT OVERVIEW

Are you providing/serving food at your event that is considered potentially hazardous, being prepared on-site, or being re-packed and sold in bulk? Below are some foods exempt from a permit (not all are listed): -Pre-packaged, non-potentially hazardous foods (i.e. packaged cookies, chips, crackers, bread, etc.) -Non-potentially hazardous, minimally cut, unprocessed fruits or vegetables (ie. apples, bananas, etc.) QUESTIONS ON WHAT QUALIFIES AS EXEMPT? CALL (847) 359-9090.	☑ Yes ☐ No	If yes, how many vendors? 1 Each vendor must submit a Temporary Food Event Permit Application 14 days prior to the event. Applications can be found at: http://www.palatine.il.us/events/forms/applications.aspx. Questions? Contact (847) 359-9090. Please see application for full details on what is required.
Are you erecting either: (1) tent(s) larger than 20'x40' (or 800 sq. ft.) or (2) that accommodates more than 100 people or (3) temporary structure(s) (ie. stage) taller than 2' in height or (4) that will be equipped with temporary electrical power?	☑ Yes ☐ No	If yes, you must submit a Temporary Structure Permit Application 30 days prior to the event. Applications can be found at: http://www.palatine.il.us/events/forms/applications.aspx. Questions? Contact (847) 359-9037. Electric submissions are NOT accepted. Please see application for full details on what is required.
Are you serving alcoholic beverages at your event?	☑ Yes ☐ No	Alcohol vendors must submit a Special Event Liquor License 60 days prior to the event. You must obtain a Special Event Liquor License for each liquor vendor. Applications can be found at: http://www.palatine.il.us/events/forms/applications.aspx. Questions? Contact (847) 359-9031.
Will the event include a Race/Walk or Parade?	☐ Yes ☑ No	If yes, you must complete, Page 3, Section 1.
Will electronic sound amplification equipment or a public address system be used at the event?	☑ Yes ☐ No	If yes, you must complete, Page 3, Section 2.
Are you utilizing any public parking lots, Village streets or other Village property for your event?	☐ Yes ☑ No	If yes, you must complete, Page 3, Section 3.

ACKNOWLEDGEMENT/SIGNATURE

By signing this document, I certify that the information provided above is correct. I agree to conduct the special event in compliance with all applicable codes, ordinances, laws and the conditions contained in the special event permit.

Signature of Organizer

Date 3/29/23

Application must include the following documentation

- ☑ Special Event Application (Page 1, 2, 3, 4)
- ☑ Certificate of Insurance (see Section 5)
- ☑ Site Plan and/or Race/Parade Route Map

You MUST submit a new site plan or parade/race route on an annual basis.

APPLICATIONS WITH MISSING INFORMATION WILL NOT BE PROCESSED.

Attachment: Greek Fest 2023 (Greek Fest 2023)

VILLAGE OF PALATINE
SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

Name of Event
St. Nectarios GreekFest

SECTION 1: RACE/WALK, PARADE INFORMATION ■ Not Applicable

Starting Location	Ending Location
Approximate Number of Attendees (runners/marchers)	Approximate Number of Vehicles (cars/floats)
Location of Assemble (Registration)	Location of Personal Vehicle Parking

Please attach a course map, with location of the staging area, start/finish lines, and water/first aid stations

SECTION 2: NOISE CONTROL PLAN ☐ Not Applicable

Please attach a Site Plan, with the location of the stages and sound systems, the location and direction of all speakers, and the proximity to residential properties

Amplified sound will be used from: (am/pm)	Amplified sound will be used to: (am/pm)
4pm Friday 6/23	10pm Sunday 6/25

Describe the sound system(s)

Same as previous years

Explain how the sound will be controlled and identify the means by which it can be further controlled if necessary:

Speakers located in SW corner of the front parking lot facing NW away from residential area.

The Village has the right to require applicants to revise locations, hours, or plans to control amplified music/speech.

SECTION 3: PARKING LOT/PROPERTY USAGE/CLOSURE INFORMATION ☐ Not Applicable

Public Parking Lot / Property Intended for "Event"

Lot Number or Location	Date of Closure	Time of Closure	Date to Reopen	Time of Reopen
Marion Jordan School				
Marion Jordan School				
Marion Jordan School				

1. No staking in the street or public parking lot is permitted.
2. Only chalk or other Village approved marking is permitted (no spray paint).
3. Any debris/stains must be removed immediately prior to the opening of the street/public parking lot.
4. No structures may be erected on any street/public parking Lot without prior approval/permit.

Attachment: Greek Fest 2023 (Greek Fest 2023)

VILLAGE OF PALATINE
SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

SECTION 4: INDEMNITY/HOLD HARMLESS AGREEMENT

Name of Sponsoring Organization
St. Nectarios Greek Orthodox Church

Name of Event
St. Nectarios GreekFest

Date(s) of Event
June 23, 24 and 25

To the fullest extent permitted by law, the Organization hereby agrees to defend, indemnify and hold harmless the Village of Palatine, its officials, agents and employees, against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in any way accrue against the Village of Palatine, its officials, agents and employees, arising in whole or in part or in consequence of the Event, and/or its employees, and or subcontractors' participation in Event, or which may in any way result therefore. The Organization shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and, if any judgment shall be rendered against the Village of Palatine, its officials, agents and employees, in any such action, the Organization shall, at its own expense, satisfy and discharge the same.

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

The Organization expressly understands and agrees that the Village shall be named as an additional insured party on the insurance policy and that the Organization shall have no permission or authority to engage in the Event until evidence deemed acceptable to the Village has been provided to establish that the Village has been named as an additional insured party on the insurance policy .

SIGNATURE

George Reimnitz	Parish Council Vice President	03/29/2023
PRINT NAME	TITLE/POSITION	DATE

SECTION 5: INSURANCE REQUIREMENTS

INSURANCE REQUIREMENTS

Sponsoring Organization will be required to provide an original Certificate of Insurance evidencing the following insurance minimums:

Commercial General Liability - minimum $1,000,000 per occurrence

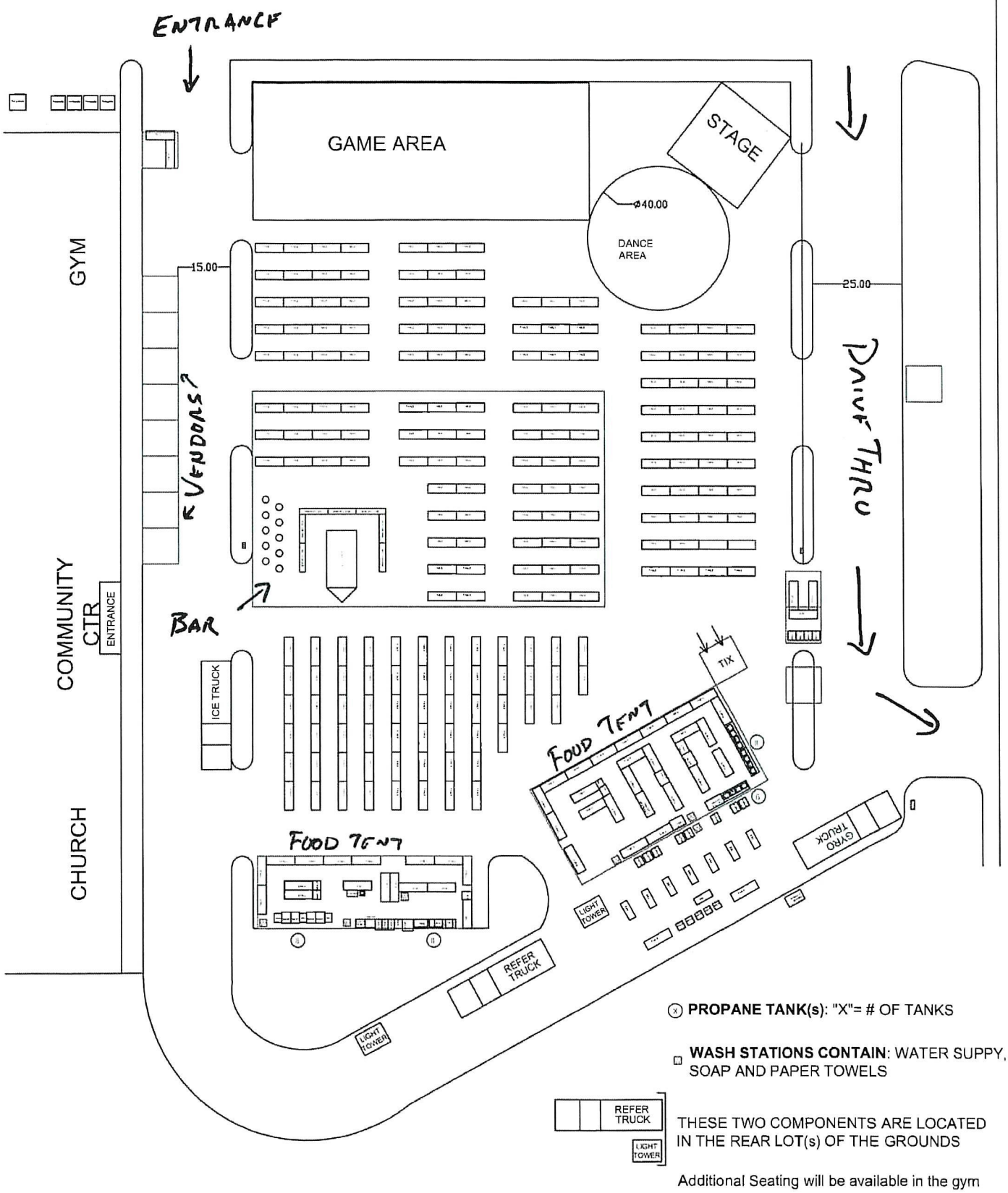
Final acceptance of applicant is contingent on applicant naming the Village of Palatine, their employees, agents and officials as additional insured.

Attachment: Greek Fest 2023 (Greek Fest 2023)

2023

2022

FENCE LINE



(X) **PROPANE TANK(s)**: "X"= # OF TANKS

□ **WASH STATIONS CONTAIN**: WATER SUPPY, SOAP AND PAPER TOWELS

REFER TRUCK
LIGHT TOWER

THESE TWO COMPONENTS ARE LOCATED IN THE REAR LOT(s) OF THE GROUNDS

Additional Seating will be available in the gym

Attachment: Greek Fest 2023 (Greek Fest 2023)

Consider an Ordinance Granting a Special Use to Permit a Dental Office at 787 E. Dundee Road

BACKGROUND:
The Petitioner is proposing to open a new dental office, Bright Direction Dental, under the brand name "Tidy". Therefore, the Petitioner is requesting approval of the following:

Special Use to permit a dental office at the Subject Property.

KEY ISSUES:
- The Subject Property is zoned Planned Development and is located within Deer Grove Centre. The subject tenant space was previously approved for another medical office.
- The Petitioner is requesting a Special Use to open a new dental office (Bright Direction Dental - "BDD"), within an approximately 2,200 square foot tenant space
- BDD is a dental support organization with over 25 Midwest locations. The proposed business will be BDD's first Palatine office and will operate under the "Tidy" name. This location's focus will be on three core services: teeth cleaning, whitening, and clear aligners. The proposed hours of operation are 8 AM - 5 PM Monday through Saturday but will initially be closed on Wednesdays. Final hours will be determined closer to opening once they determine any day/time limitations of the lead doctor.
- The proposed use would be the same as when the parking variation for the property was granted in 2014, therefore the variation remains valid (#O-113-14). In addition, there is an OEA parking agreement, which allows for the shared use of the general parking lot for the Deer Grove Centre to the south.
- To alleviate any potential parking concerns, employees are encouraged to park in the adjacent shared parking for the Deer Park Centre to the south.

ALTERNATIVES:
1. Approve the Special Use to permit a dental office at the Subject Property.
2. Do not approve the Special Use to permit a dental office at the Subject Property.

RECOMMENDATION:

Public Hearing:	March 28, 2023
Residents testifying:	None.
Vote:	The Zoning Board of Appeals voted 4-0 to recommend approval of the request and Staff concurs.

ACTION REQUIRED:
A motion to approve an ordinance granting a Special Use to permit a dental office at the Subject Property.

ATTACHMENTS:
- Aerial Map
- ORD SU 787 E Dundee Rd
- EXHIBIT - Floor Plan
- EXHIBIT - Business Plan
- ZBA Materials - March, 28 2023

- DRAFT ZBA Minutes - March 28, 2023

GISConsortium

787 E. Dundee Road

Attachment: Aerial Map (787 E. Dundee Road - SU Dental Office)

0 300 600 ft

Print Date: 3/23/2023

Notes

Cook County Aerial 2020

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.

ORDINANCE NO. _____

AN ORDINANCE GRANTING A SPECIAL USE
787 E. DUNDEE ROAD

WHEREAS, pursuant to a petition and public hearing on March 28, 2023, of which public notice was given as required by law, the Zoning Board of Appeals of the Village of Palatine, in accordance with the Zoning Ordinance of the Village of Palatine, in such case made and provided, has held such public hearing and reported their findings relative to a request for a Special Use to permit a dental office pursuant to Section 11.03 (d) (43) of the Village of Palatine Zoning Ordinance, on the following legally described property:

PARCEL 1:
LOT 3 IN DEER GROVE CENTRE, BEING A SUBDIVISION OF PART OF THE NORTH HALF OF THE NORTHEAST QUARTER OF SECTION 11, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 6, 1995, AS DOCUMENT 95849083, IN COOK COUNTY, ILLINOIS.

PARCEL 2:
NON-EXCLUSIVE EASEMENT FOR INGREES, EGRESS, UTILITIES, CONSTRUCTION, MAINTENANCE, RECONSTRUCTION AND PARKING FOR BENEFIT OF PARCEL 1, AS CREATED BY OPERATION AND EASEMENT AGREEMENT RECORDED DECEMBER 7, 1995, AS DOCUMENT 95852706 UPON, OVER AND ACROSS LOT 6 IN DEER GROVE CENTRE, BEING A SUBDIVISION OF PART OF THE NORTH HALF OF THE NORTHEAST QUARTER OF SECTION 11, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 6, 1995 AS DOCUMENT 95849083, IN COOK COUNTY, ILLINOIS.

Commonly known as 787 E. Dundee Road (02-11-209-007).

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

Attachment: ORD SU 787 E Dundee Rd (787 E. Dundee Road - SU Dental Office)

SECTION 1: **Special Use to permit a dental office pursuant to Section 11.03 (d) (43) of the Village of Palatine Zoning Ordinance, is hereby granted, subject to the following condition(s):**

1. **The Special Use shall substantially conform to the Business Plan and Floor Plan submitted by the Petitioner, Ryan Griffith, except as such plans may be changed to conform to Village Codes and Ordinances.**

SECTION 2: **That a copy of the public notice is attached hereto and form a part of this ordinance.**

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

PASSED: This _____day of _____, 2023

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

APPROVED by me this _____day of _____, 2023

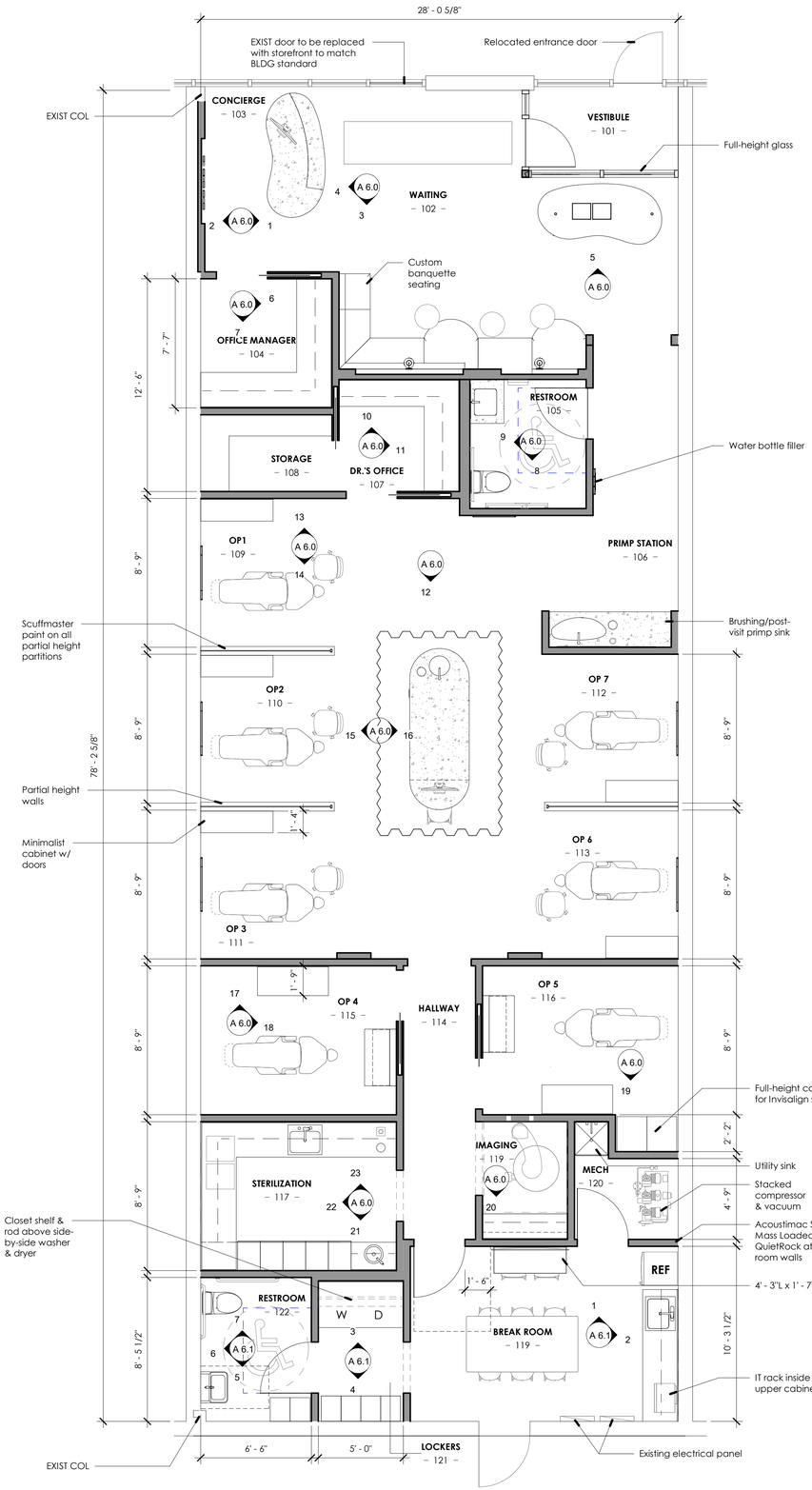
_____
Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk this

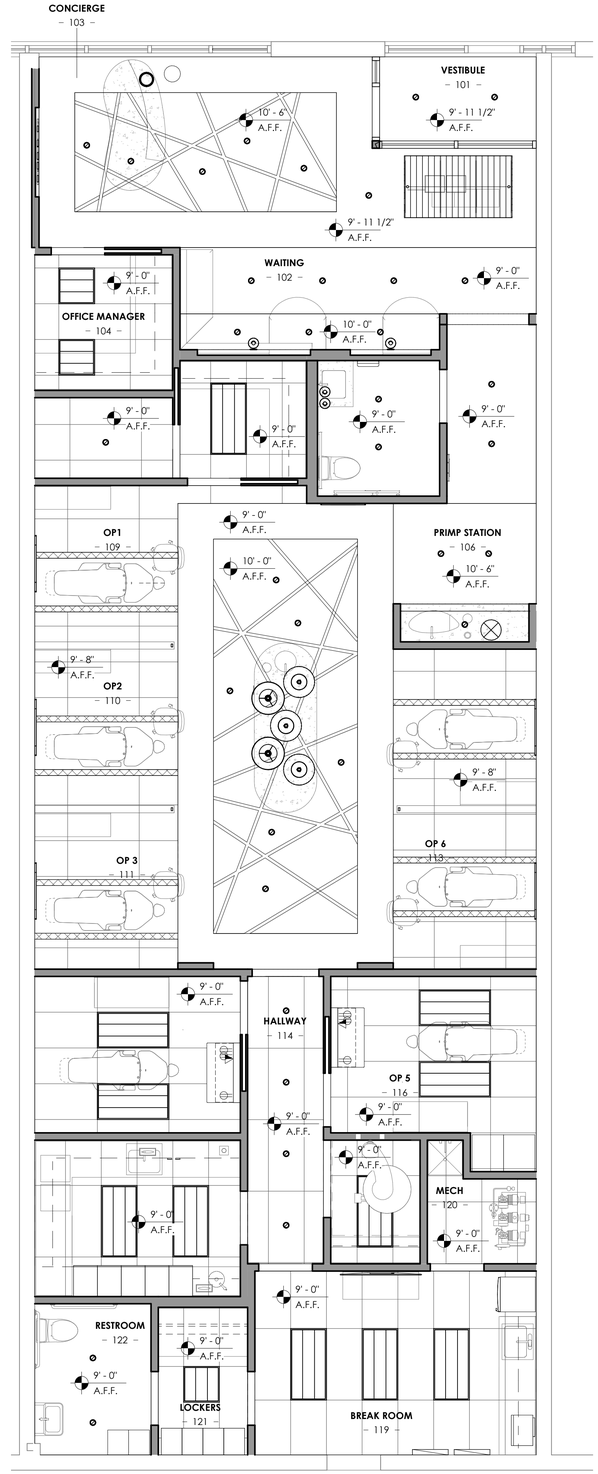
_____day of _____, 2023

_____
Village Clerk

Attachment: ORD SU 787 E Dundee Rd (787 E. Dundee Road - SU Dental Office)



1 Floor Plan
1/4" = 1'-0"



2 Reflected Ceiling Plan
1/4" = 1'-0"

JOE
ARCHITECT
1422 delgany street, suite 1L1 denver co | 720.946.3228

Tidy
787 E Dundee Road
Palatine, IL 60074

FOR COORDINATION PURPOSES ONLY

NOT FOR CONSTRUCTION

REVISIONS		
#	Date	Description

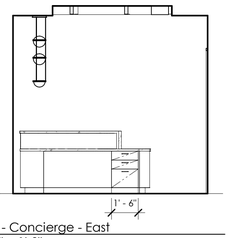
DATE:	02/15/2023
PROJECT NO:	22076
DRAWN BY:	JC/JB
ISSUED FOR:	DD

Floor Plan

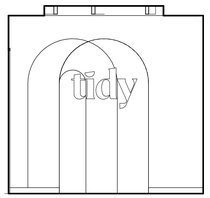
A 2.0

Attachment: EXHIBIT - Floor Plan (787 E. Dundee Road - SU Dental Office)

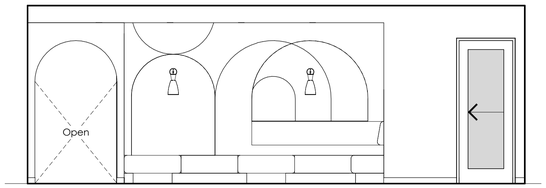
BIM 360://22076 - Bright Direction Hygiene/Neon Dental.rvt
2/16/2023 3:53:25 PM



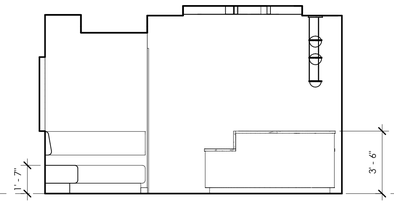
1 103 - Concierge - East
1/4" = 1'-0"



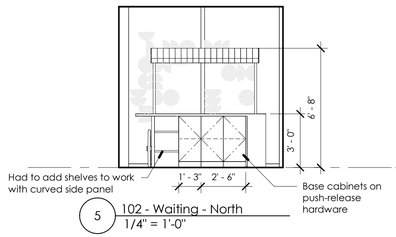
2 103 - Concierge - West
1/4" = 1'-0"



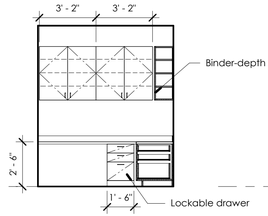
3 102 - Waiting - South
1/4" = 1'-0"



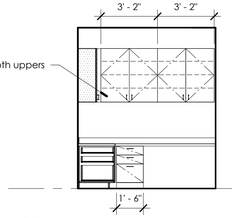
4 102 - Waiting - West
1/4" = 1'-0"



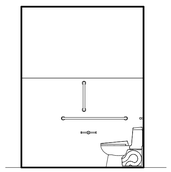
5 102 - Waiting - North
1/4" = 1'-0"



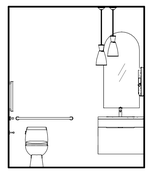
6 104 - Office Manager - East
1/4" = 1'-0"



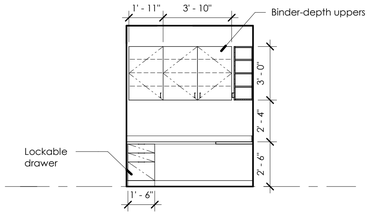
7 104 - Office Manager - South
1/4" = 1'-0"



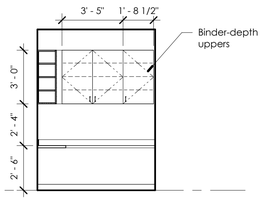
8 105 - Restroom - South
1/4" = 1'-0"



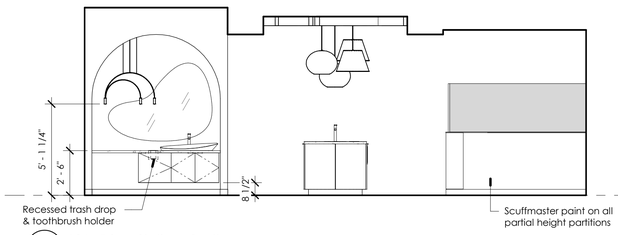
9 105 - Restroom - West
1/4" = 1'-0"



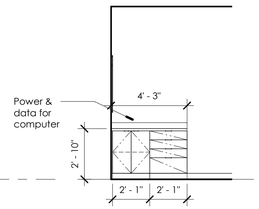
10 107 - Dr.'s Office - North
1/4" = 1'-0"



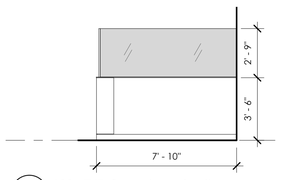
11 107 - Dr.'s Office - East
1/4" = 1'-0"



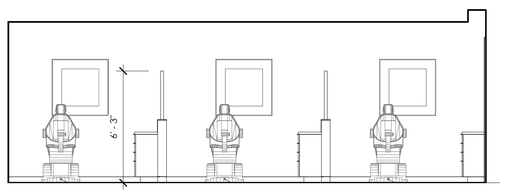
12 106 - Primp Station - South
1/4" = 1'-0"



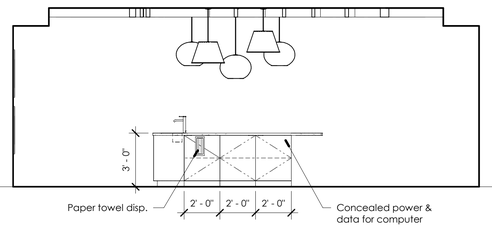
13 109 - TYP Operatory - North
1/4" = 1'-0"



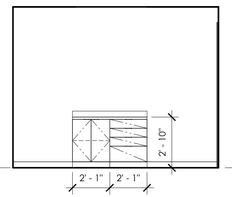
14 109 - TYP Operatory - South
1/4" = 1'-0"



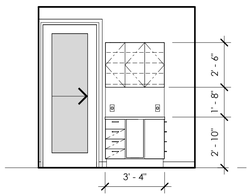
15 110 - Op 2 - Overall View
1/4" = 1'-0"



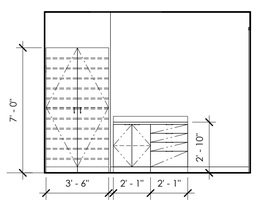
16 110 - Op 2 - Center Island
1/4" = 1'-0"



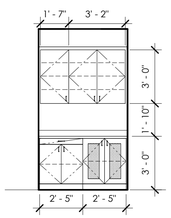
17 115 - Op 4 - North
1/4" = 1'-0"



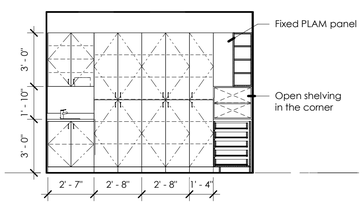
18 115 - Op 4 - East
1/4" = 1'-0"



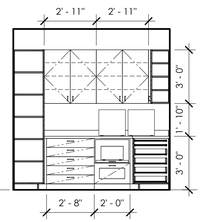
19 116 - Op 5 - South
1/4" = 1'-0"



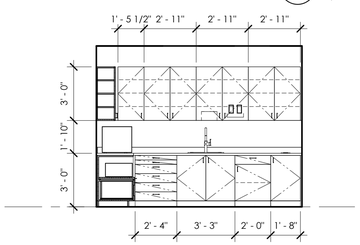
20 119 - Imaging - South
1/4" = 1'-0"



21 117 - Sterilization - South
1/4" = 1'-0"



22 117 - Sterilization - West
1/4" = 1'-0"



23 117 - Sterilization - North
1/4" = 1'-0"

JOE
ARCHITECT
1422 delgany street, suite 1L1 denver co | 720.946.3228

Tidy
787 E Dundee Road
Palatine, IL 60074

REVISIONS		
#	Date	Description

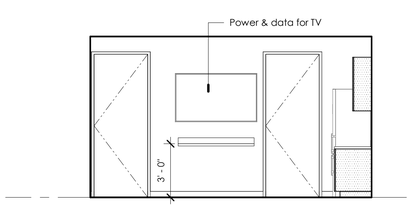
DATE:	02/15/2023
PROJECT NO:	22076
DRAWN BY:	JB
ISSUED FOR:	DD

Interior Elevations

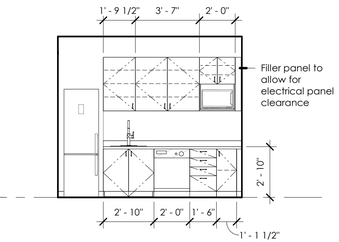
A 6.0

Attachment: EXHIBIT - Floor Plan (787 E. Dundee Road - SU Dental Office)

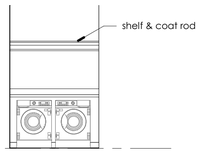
BIM 360://22076 - Bright Direction Hygiene/Neon Dental.rvt
2/16/2023 3:53:28 PM



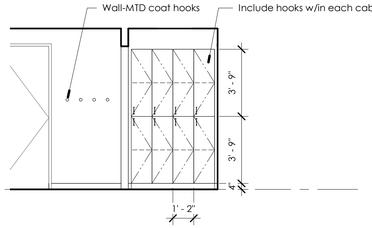
1 119 - Break Room - North
1/4" = 1'-0"



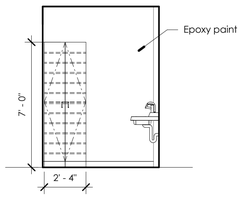
2 119 - Break Room - East
1/4" = 1'-0"



3 122 - Lockers - North
1/4" = 1'-0"



4 121 - Lockers - South
1/4" = 1'-0"



5 122 - Restroom - South
1/4" = 1'-0"

6 122 - Restroom - West
1/4" = 1'-0"

7 122 - Restroom - North
1/4" = 1'-0"

JOE
ARCHITECT
1422 delgany street, suite 1L1 denver co | 720.946.3228

Tidy
787 E Dundee Road
Palatine, IL 60074

FOR COORDINATION PURPOSES ONLY

NOT FOR CONSTRUCTION

REVISIONS		
#	Date	Description

DATE:	02/15/2023
PROJECT NO:	22076
DRAWN BY:	JB
ISSUED FOR:	DD

Interior Elevations

A 6.1

Attachment: EXHIBIT - Floor Plan (787 E. Dundee Road - SU Dental Office)

2/16/2023 3:53:28 PM BIM 360://22076 - Bright Direction Hygiene/Neon Dental.rvt

BRIGHT DIRECTION

DENTAL

NEW OFFICE OVERVIEW - TIDY

PALATINE 2023

Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Overview

1) Bright Direction Dental ("BDD") is a dental support organization that has a network of over 25 dental locations in the Midwest.
   - All BDD locations to date have been acquisitions of existing dental practices.

2) BDD is opening its first de novo office in Palatine under the brand name 'tidy'

3) Tidy will focus on three core services: teeth cleanings, whitening, and clear aligners. That's it.

4) Compared to a traditional dental office that performs a large range of services and focuses on 'fixing and repairing', tidy will focus on prevention and building foundational oral healthcare habits.

5) For dental work that needs to be performed outside of tidy's menu of services, our team will make appointments for patients at BDD's nearby locations.

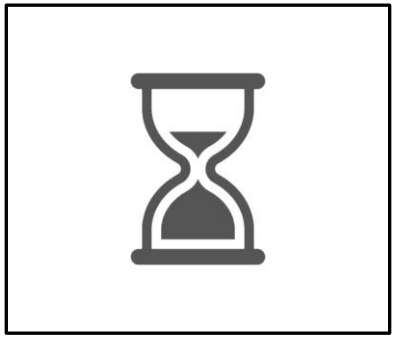
Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Bringing down the barriers of traditional dental

Goal is to create the best dental hygiene experience in the country

Time



Increased accessibility

Shorter duration for patients in the office

Increased opportunities to get new (and all) patients in sooner

Cost

Simpler pricing menu

Not selling high end procedures

Clear expectations on cost

Fear

Prevention vs therapy
Invest now / pay later

Sounds, smells, no-stress environment

Gateway to overall healthcare

Technology

Fuel internal referral wheel through Denticon

Unbiased AI-based Assessments

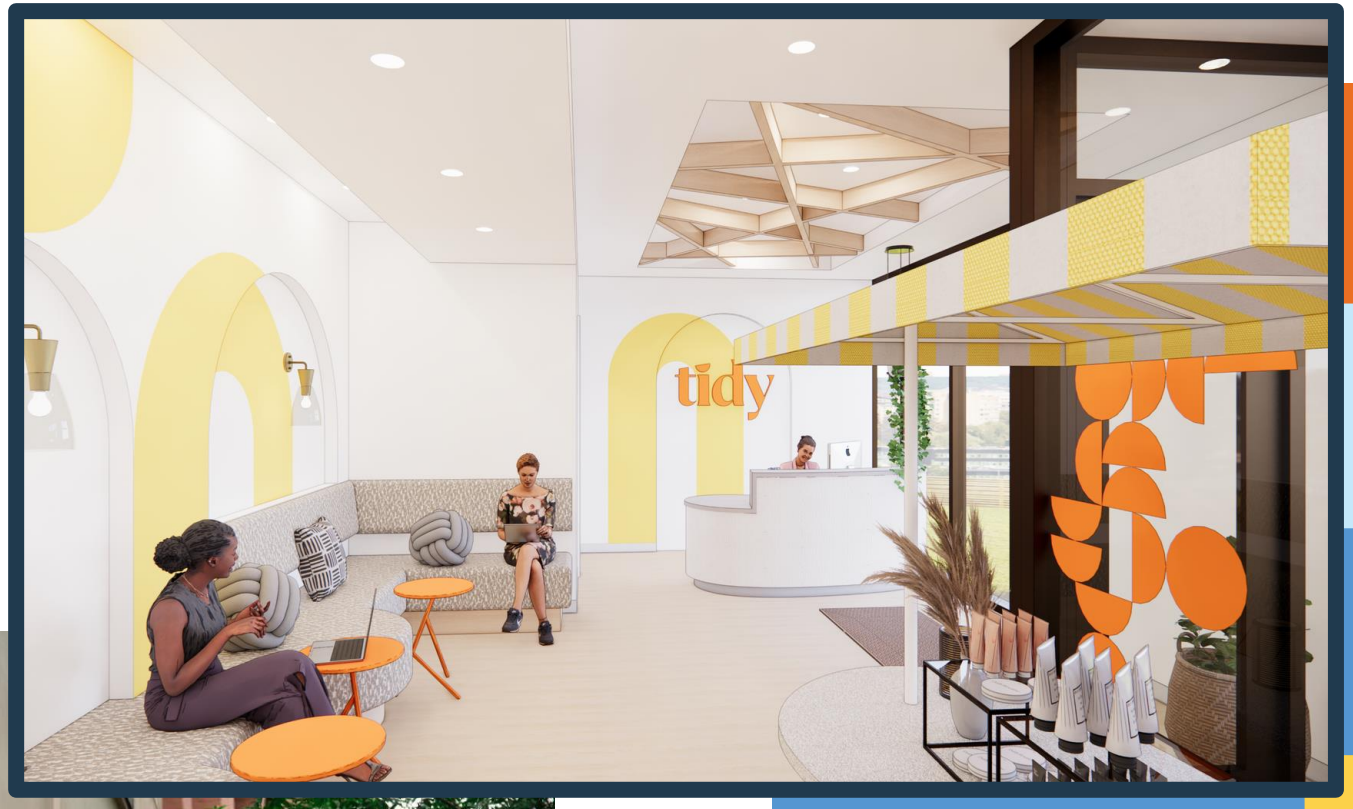
Patient driven interfaces (scheduling, payment, education, etc.)

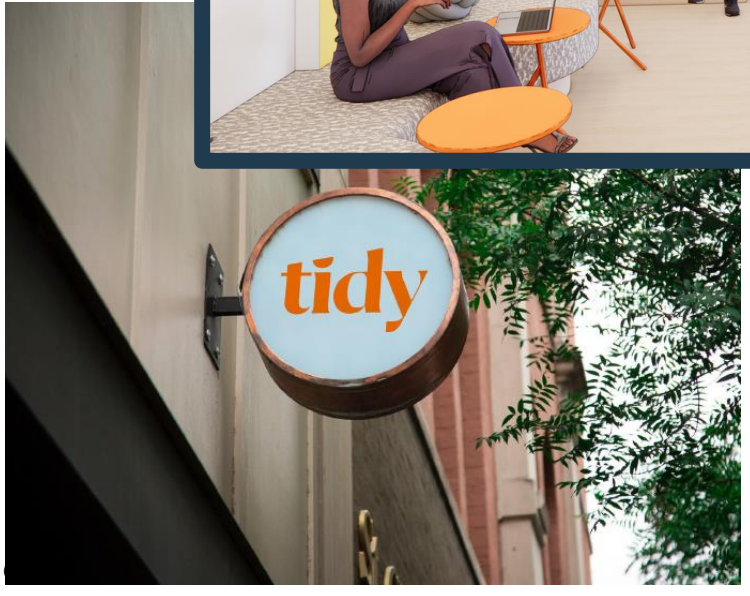
Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

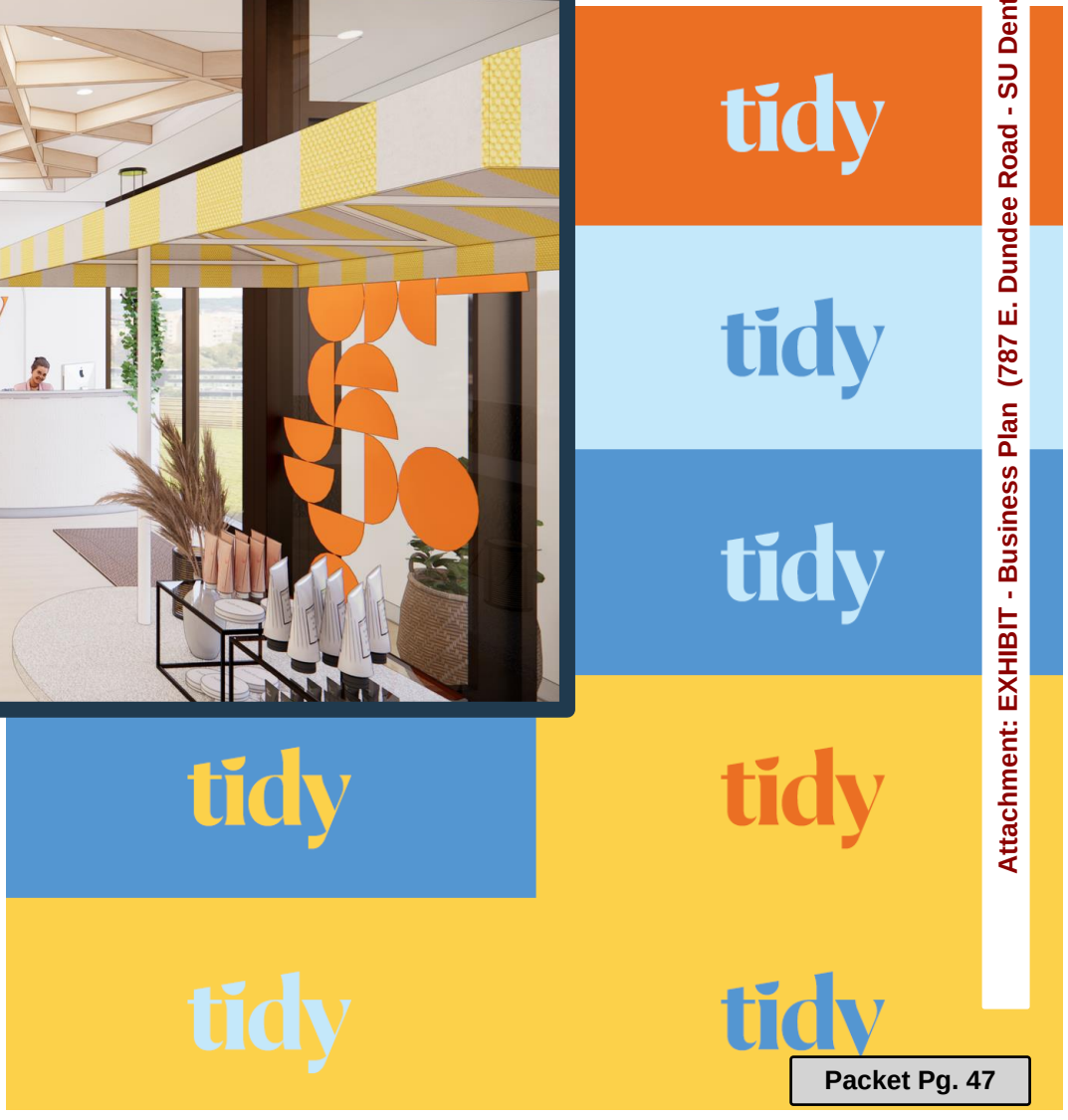
CONFIDENTIAL

Tidy branding

Hired highly reputable branding firm and architectural firm to create a standout brand

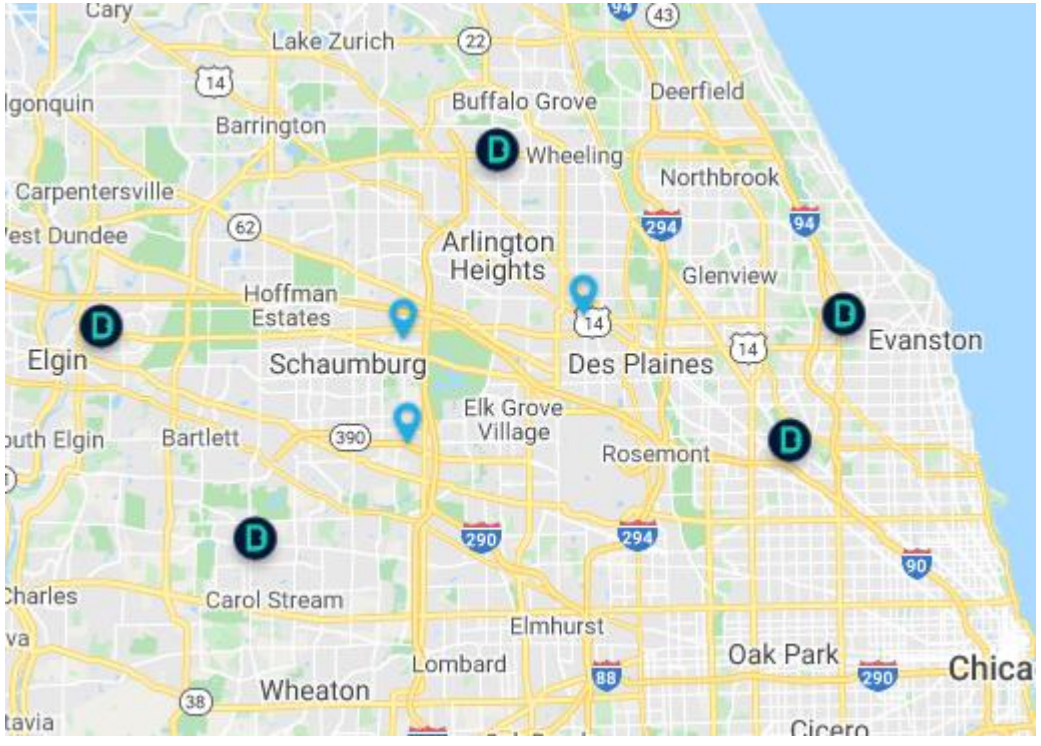






Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

Tidy will be a referral hub for other BDD locations



Existing BDD Locations

- Creating a space that can handle a higher volume of patients provides the opportunity to refer out fillings, crowns, and higher-end procedures to existing BDD locations
- BDD's northern suburb cluster has a 12 mile radius

Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Financial Model: Overview

1) 3-year monthly model was put together using information from prior experience, current BDD practice data, and 3rd party vendors

2) Important value consideration is the additional enterprise value at the time of recapitalizing, see row 36 in the “3 year overview” page

3) Staff costs are based on expected hours open, which initially would be 8 hours, 5 days a week and eventually 8 hours, 6 days a week

4) Capacity checks were put in place to determine minimum operatories, FTE hygienists, and FTE doctors needed to handle projected patient volume

Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Financial Model Assumptions

Expected Buildout costs	Low	Planned	High	Notes
1) Office Size (sqft)	2,000	2,500	3,000	Utilized the 'Planned' case for 3 year model
2) # of Operatories	4	6	8	
3) $ construction/sqft	$ 200	$ 200	$ 200	Estimated at the high end of design / build firms
4) Construction Costs	400,000	500,000	600,000	(1)*(3)
5) Tenant Improvement	(80,000)	(100,000)	(120,000)	Estimated at $40/sqft
6) Net Constr. Costs	320,000	400,000	480,000	(4)+(5)
7) Equip. Costs/Op	40,000	40,000	40,000	Based on industry reps
8) Equip. Costs	160,000	240,000	320,000	(2)*(7)
9) Common Areas / Equipment	20,000	25,000	30,000	
10) Startup Supplies/Inv.	20,000	25,000	30,000	
11) Total Buildout Costs	**520,000**	**690,000**	**860,000**	**(6)+(8)+(9)+(10)**

Additional Assumptions

1) Max Dr. Visits / hour / dr.	2	
2) Max Hyg Visits / hour / hyg	2	All adult schedule 30min, kids could be 15min
3) Prod / hour - Dr. Refer Out Model	$500	Dr. focuses on Invisalign / nightguards / exams ($200-250 an hour) / emergency / Teeth whitening / consultations
4) Prod / hour - Hyg	$250	Typical for some of our existing offices is ~$175/hr, would be higher with assisted hygiene
5) Dr. Production per visit - Refer	$250	Dr. visit per hour divided by production per hour
6) Hyg Production per visit	$125	Hyg visit per hour divided by production per hour
7) Dr. comp	200,000	Salaried position given refer out model
8) Hyg $ hour	$45.00	Will pay top of market for quality hygienists
9) Hyg assist	$20.00	Additional position not typical for a standard dental office
10) DA	$25.00	
11) Non OM Admin	$17.50	
12) OM	$75,000	At or above market OM salary, although may be lower with incentives attached to practice performance
13) Nutritionist	$50,000	Value added service line being considered
14) Benefits and Tax as % of comp	10.0%	
15) Labs	3.0%	Lower labs given the procedures performed in the office, typical office is 6-7%
16) Materials	4.0%	
17) Space Sqft	2,500	
18) PPSF	$50.00	TBD, this would represent all in cost: rent + pass through costs
20) Operating Expenses % of Revenue	4.0%	

CONFIDENTIAL

Financial Model: 3 Year Overview

		Total Yr 1	Total Yr 2	Total Yr 3	Notes
1)	**Visits**				
2)	Dr. Visits	1,822	4,134	5,517	
3)	Hyg Visits	1,822	4,134	5,517	
4)	Total Visits	3,645	8,269	11,033	BDD offices currently range from 4,200-14,500 visits per year
5)	**Income Statement**				
6)	Dr. Rev	455,613	1,033,601	1,379,159	Assumes restorative and higher end procedures will be referred out to BDD network
7)	Hyg Rev	227,806	516,800	689,580	
8)	**Total Revenue**	**683,419**	**1,550,401**	**2,068,739**	
9)	*Hyg % of total*	*33%*	*33%*	*33%*	
10)	**Staff costs**				
11)	Doctor - Comp	200,000	300,000	300,000	Dr. is on a salary to align on referring out certain procedures to existing BDD network
12)	Hygienists	90,000	180,000	198,000	Assisted Hygiene program, calculated based on $/hr pay and expected open hours
13)	Hyg assistant	40,000	80,000	88,000	Assisted Hygiene program, calculated based on $/hr pay and expected open hours
14)	Dental assistant	100,000	125,000	137,500	
15)	OM	75,000	75,000	75,000	
16)	Other admin	17,500	70,000	98,000	
17)	Nutritionist	-	-	29,167	Integrated health value added service lines being considered
18)	Taxes and benefits	52,250	83,000	92,567	
19)	Total Staff Costs	**574,750**	**913,000**	**1,018,233**	
20)	*% of revenue*	*84%*	*59%*	*49%*	
21)	Total Labs and Materials	**47,839**	**108,528**	**144,812**	
22)	*Labs & Materials % of revenue*	*7%*	*7%*	*7%*	
23)	Total Facility Costs	**125,000**	**125,000**	**125,000**	
24)	*Facility % of revenue*	*18%*	*8%*	*6%*	
25)	Marketing	99,506	46,512	62,062	First 9 months expecting to pay $200 per patient
26)	*Marketing % of revenue*	*15%*	*3%*	*3%*	
27)	Operating Expenses	27,337	62,016	82,750	
28)	*Operating % of revenue*	*4%*	*4%*	*4%*	
29)	Total Expenses	874,432	1,255,056	1,432,857	
30)	*Expenses % of revenue*	*128%*	*81%*	*69%*	
31)	**EBITDA**	**(191,013)**	**295,345**	**635,882**	
32)	*% of revenue*	*(28%)*	*19%*	*31%*	
33)	**Total Cumulative EBITDA**	**(881,013)**	**(585,668)**	**50,214**	**Includes build out costs, expected to break even ~3 years**
34)	TTM EBITDA	(191,013)	295,345	635,882	
35)	Terminal Value	-	2,953,448	6,358,819	Assumed to exit at 10x EBITDA
36)	**ROIC**	**0.0x**	**4.3x**	**9.2x**	**Conservative return multiple divided by expected build out costs**

Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Financial Model: Year 1

		Year 1												T	Yr 1
		Month 1	2	3	4	5	6	7	8	9	10	11	12		
1)	**Visits**														
2)	Dr. Visits	35	49	66	86	112	134	161	193	212	234	257	283		322
3)	Hyg Visits	35	49	66	86	112	134	161	193	212	234	257	283		322
4)	Total Visits	70	98	132	172	224	268	322	386	425	467	514	566		645
5)	**Income Statement**														
6)	Dr. Rev	8,750	12,250	16,538	21,499	27,948	33,538	40,246	48,295	53,124	58,437	64,280	70,708		513
7)	Hyg Rev	4,375	6,125	8,269	10,749	13,974	16,769	20,123	24,147	26,562	29,218	32,140	35,354		306
8)	**Total Revenue**	**13,125**	**18,375**	**24,806**	**32,248**	**41,923**	**50,307**	**60,368**	**72,442**	**79,686**	**87,655**	**96,421**	**106,063**		**819**
9)	*Hyg % of total*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*		*33%*
10)	**Staff costs**														
11)	Doctor - Comp	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667		000
12)	Hygienists	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500		000
13)	Hyg assistant	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333		000
14)	Dental assistant	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333		000
15)	OM	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250		000
16)	Other admin	-	-	-	-	-	-	2,917	2,917	2,917	2,917	2,917	2,917		500
17)	Nutritionist	-	-	-	-	-	-	-	-	-	-	-	-		-
18)	Taxes and benefits	4,208	4,208	4,208	4,208	4,208	4,208	4,500	4,500	4,500	4,500	4,500	4,500		250
19)	Total Staff Costs	**46,292**	**46,292**	**46,292**	**46,292**	**46,292**	**46,292**	**49,500**	**49,500**	**49,500**	**49,500**	**49,500**	**49,500**		**750**
20)	*% of revenue*	*353%*	*252%*	*187%*	*144%*	*110%*	*92%*	*82%*	*68%*	*62%*	*56%*	*51%*	*47%*		*4%*
21)	Total Labs and Materials	**919**	**1,286**	**1,736**	**2,257**	**2,935**	**3,521**	**4,226**	**5,071**	**5,578**	**6,136**	**6,749**	**7,424**		**839**
22)	*Labs & Materials % of revenue*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*		*7%*
23)	Total Facility Costs	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**		**000**
24)	*Facility % of revenue*	*79%*	*57%*	*42%*	*32%*	*25%*	*21%*	*17%*	*14%*	*13%*	*12%*	*11%*	*10%*		*8%*
25)	Marketing	14,000	5,600	6,860	7,938	10,319	8,943	10,732	12,879	7,727	4,383	4,821	5,303		506
26)	*Marketing % of revenue*	*107%*	*30%*	*28%*	*25%*	*25%*	*18%*	*18%*	*18%*	*10%*	*5%*	*5%*	*5%*		*5%*
27)	Operating Expenses	525	735	992	1,290	1,677	2,012	2,415	2,898	3,187	3,506	3,857	4,243		837
28)	*Operating % of revenue*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*		*4%*
29)	Total Expenses	72,152	64,330	66,297	68,194	71,639	71,186	77,289	80,764	76,409	73,941	75,344	76,887		832
30)	*Expenses % of revenue*	*550%*	*350%*	*267%*	*211%*	*171%*	*142%*	*128%*	*111%*	*96%*	*84%*	*78%*	*72%*		*8%*
31)	**EBITDA**	**(59,027)**	**(45,955)**	**(41,491)**	**(35,946)**	**(29,717)**	**(20,879)**	**(16,921)**	**(8,322)**	**3,277**	**13,714**	**21,077**	**29,176**	**(**	**013)**
32)	*% of revenue*	*(450%)*	*(250%)*	*(167%)*	*(111%)*	*(71%)*	*(42%)*	*(28%)*	*(11%)*	*4%*	*16%*	*22%*	*28%*		*8%)*

Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Financial Model: Year 2

		Year 2												
		Month 13	14	15	16	17	18	19	20	21	22	23	24	T
1)	**Visits**													
2)	Dr. Visits	291	300	309	318	328	338	348	358	369	380	392	403	
3)	Hyg Visits	291	300	309	318	328	338	348	358	369	380	392	403	
4)	Total Visits	583	600	618	637	656	675	696	717	738	760	783	807	
5)	**Income Statement**													
6)	Dr. Rev	72,830	75,015	77,265	79,583	81,970	84,430	86,962	89,571	92,258	95,026	97,877	100,813	1,
7)	Hyg Rev	36,415	37,507	38,632	39,791	40,985	42,215	43,481	44,786	46,129	47,513	48,938	50,407	
8)	**Total Revenue**	**109,244**	**112,522**	**115,897**	**119,374**	**122,956**	**126,644**	**130,444**	**134,357**	**138,388**	**142,539**	**146,815**	**151,220**	**1,**
9)	*Hyg % of total*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	
10)	**Staff costs**													
11)	Doctor - Comp	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
12)	Hygienists	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	
13)	Hyg assistant	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	
14)	Dental assistant	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	
15)	OM	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	
16)	Other admin	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	
17)	Nutritionist	-	-	-	-	-	-	-	-	-	-	-	-	
18)	Taxes and benefits	6,917	6,917	6,917	6,917	6,917	6,917	6,917	6,917	6,917	6,917	6,917	6,917	
19)	Total Staff Costs	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	
20)	*% of revenue*	*70%*	*68%*	*66%*	*64%*	*62%*	*60%*	*58%*	*57%*	*55%*	*53%*	*52%*	*50%*	
21)	Total Labs and Materials	**7,647**	**7,877**	**8,113**	**8,356**	**8,607**	**8,865**	**9,131**	**9,405**	**9,687**	**9,978**	**10,277**	**10,585**	
22)	*Labs & Materials % of revenue*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	
23)	Total Facility Costs	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	
24)	*Facility % of revenue*	*10%*	*9%*	*9%*	*9%*	*8%*	*8%*	*8%*	*8%*	*8%*	*7%*	*7%*	*7%*	
25)	Marketing	3,277	3,376	3,477	3,581	3,689	3,799	3,913	4,031	4,152	4,276	4,404	4,537	
26)	*Marketing % of revenue*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	
27)	Operating Expenses	4,370	4,501	4,636	4,775	4,918	5,066	5,218	5,374	5,536	5,702	5,873	6,049	
28)	*Operating % of revenue*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	
29)	Total Expenses	101,794	102,253	102,726	103,212	103,714	104,230	104,762	105,310	105,874	106,455	107,054	107,671	1,
30)	*Expenses % of revenue*	*93%*	*91%*	*89%*	*86%*	*84%*	*82%*	*80%*	*78%*	*77%*	*75%*	*73%*	*71%*	
31)	**EBITDA**	**7,450**	**10,269**	**13,172**	**16,162**	**19,242**	**22,414**	**25,682**	**29,047**	**32,513**	**36,084**	**39,761**	**43,549**	
32)	*% of revenue*	*7%*	*9%*	*11%*	*14%*	*16%*	*18%*	*20%*	*22%*	*23%*	*25%*	*27%*	*29%*	

Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Financial Model: Year 3

		Year 3												
		Month 25	26	27	28	29	30	31	32	33	34	35	36	T
1)	**Visits**													
2)	Dr. Visits	411	420	428	436	445	454	463	472	482	492	501	511	
3)	Hyg Visits	411	420	428	436	445	454	463	472	482	492	501	511	
4)	Total Visits	823	839	856	873	890	908	926	945	964	983	1,003	1,023	
5)	**Income Statement**													
6)	Dr. Rev	102,830	104,886	106,984	109,124	111,306	113,532	115,803	118,119	120,481	122,891	125,349	127,856	1,
7)	Hyg Rev	51,415	52,443	53,492	54,562	55,653	56,766	57,901	59,059	60,241	61,445	62,674	63,928	
8)	**Total Revenue**	**154,244**	**157,329**	**160,476**	**163,685**	**166,959**	**170,298**	**173,704**	**177,178**	**180,722**	**184,336**	**188,023**	**191,783**	**2,**
9)	*Hyg % of total*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	
10)	**Staff costs**													
11)	Doctor - Comp	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
12)	Hygienists	15,000	15,000	15,000	15,000	15,000	15,000	18,000	18,000	18,000	18,000	18,000	18,000	
13)	Hyg assistant	6,667	6,667	6,667	6,667	6,667	6,667	8,000	8,000	8,000	8,000	8,000	8,000	
14)	Dental assistant	10,417	10,417	10,417	10,417	10,417	10,417	12,500	12,500	12,500	12,500	12,500	12,500	
15)	OM	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	
16)	Other admin	5,833	5,833	5,833	5,833	5,833	5,833	10,500	10,500	10,500	10,500	10,500	10,500	
17)	Nutritionist	-	-	-	-	-	4,167	4,167	4,167	4,167	4,167	4,167	4,167	
18)	Taxes and benefits	6,917	6,917	6,917	6,917	6,917	7,333	8,442	8,442	8,442	8,442	8,442	8,442	
19)	Total Staff Costs	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**80,667**	**92,858**	**92,858**	**92,858**	**92,858**	**92,858**	**92,858**	**1,**
20)	*% of revenue*	*49%*	*48%*	*47%*	*46%*	*46%*	*47%*	*53%*	*52%*	*51%*	*50%*	*49%*	*48%*	
21)	Total Labs and Materials	**10,797**	**11,013**	**11,233**	**11,458**	**11,687**	**11,921**	**12,159**	**12,402**	**12,651**	**12,904**	**13,162**	**13,425**	
22)	*Labs & Materials % of revenue*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	
23)	Total Facility Costs	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	
24)	*Facility % of revenue*	*7%*	*7%*	*6%*	*6%*	*6%*	*6%*	*6%*	*6%*	*6%*	*6%*	*6%*	*5%*	
25)	Marketing	4,627	4,720	4,814	4,911	5,009	5,109	5,211	5,315	5,422	5,530	5,641	5,754	
26)	*Marketing % of revenue*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	
27)	Operating Expenses	6,170	6,293	6,419	6,547	6,678	6,812	6,948	7,087	7,229	7,373	7,521	7,671	
28)	*Operating % of revenue*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	
29)	Total Expenses	108,094	108,526	108,967	109,416	109,874	114,925	127,594	128,080	128,576	129,082	129,598	130,125	1,
30)	*Expenses % of revenue*	*70%*	*69%*	*68%*	*67%*	*66%*	*67%*	*73%*	*72%*	*71%*	*70%*	*69%*	*68%*	
31)	**EBITDA**	**46,150**	**48,803**	**51,509**	**54,269**	**57,085**	**55,373**	**46,111**	**49,098**	**52,146**	**55,254**	**58,425**	**61,659**	
32)	*% of revenue*	*30%*	*31%*	*32%*	*33%*	*34%*	*33%*	*27%*	*28%*	*29%*	*30%*	*31%*	*32%*	

Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Risks and Mitigants

Risk 1 – Not enough volume to support a hygiene / preventative model (PPO driven practice)

- **Mitigant** – Pre-launch marketing campaign, exhaustive insurance analysis to allow us to drive new patients, utilize Buxton to understand potential patient base

Risk 2 – Financial underperformance due to restorative / cosmetic referrals

- **Mitigant –** Build-out and staffing to allow conversion to a more traditional GP model temporarily or permanently as dictated by performance

Risk 3 – Patient inconvenience by referring out certain procedures

- **Mitigant** – Location convenient to partner practices, featuring 'unbiased' diagnostics prominently in marketing, trade off is predictability, reliability and repeatability in the model

Risk 4 - Poor location selection

- **Mitigant** – Thorough pre-selection analytics via Buxton analysis and traditional commercial real estate metrics

Risk 5 – Financial and human capital impact to existing affiliation strategy

- **Mitigant** – Transitioning existing Denticon training team to launch team as Denticon conversions are wrapping up, utilizing our new Marketing partner, hire of the De Novo's office manager

Risk 6 – Office Staffing

- **Mitigant –** Early recruitment of team members and testing potential hires in existing BDD offices prior to de novo opening

Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Assisted Hygiene – Example Schedule

Tidy will implement assisted hygiene, whereby an assistant works alongside a hygienist, allowing the office to see a higher volume of patients without a decrease in patient experience or outcomes

Appointment Schedule

Time	ien	Hygiene 3a	Hygiene 3b	Doctor 1	Doctor 2
6:30 AM					
7:00 AM					
7:30 AM					
8:00 AM					
8:30 AM		Adult Prophy/ Exam/ X-Rays		Nightgaurd Scan	
9:00 AM			Child Prophy/		Nightgaurd Deliver
9:30 AM		Adult Prophy/ Exam/ X-Rays		Take Home Whitening Impression	
10:00 AM			Adult Prophy/ Exam/ X-Rays		Take Home Whitening Deliver
10:30 AM		Adult Prophy/ Exam/ X-Rays		Nightgaurd Scan	
11:00 AM			Adult Prophy/ Exam/ X-Rays		Nightgaurd Deliver
11:30 AM		Adult Prophy/ Exam/ X-Rays		Emergency Exam and X-Ray	
12:00 PM			Child Prophy/		
12:30 PM					
1:00 PM					
1:30 PM		Adult Prophy/ Exam/ X-Rays			Take Home Whitening Deliver
2:00 PM			Child Prophy/	Emergency Exam and X-Ray	
2:30 PM		Adult Prophy/ Exam/ X-Rays			Empty Appointment
3:00 PM			Adult Prophy/ Exam/ X-Rays	Wisdom Tooth Check and Panoramic	
3:30 PM		Adult Prophy/ Exam/ X-Rays			Nightgaurd Deliver
4:00 PM			Child Prophy/	Nightgaurd Scan	
4:30 PM			Child Prophy/		
5:00 PM					

Hygienists able to shed all items not highlighted

1. Set up operatory
2. Review patient record
3. Seat patient and greet patient
4. Take blood pressure
5. Review medical history
6. Oral cancer screening and head and neck exam
7. Expose any necessary radiographs
8. Inquire about dental concerns
9. Give plaque control and oral hygiene instructions
10. Discuss dental needs
11. Do periodontal charting
12. Perform prophylaxis
13. Signal and wait for doctor
14. Dispense oral hygiene aids
15. Identify areas of caries or other pathology
16. Relate concerns to doctor
17. Make patient's next appointment
18. Document in the patient's chart (computer) all observations patient comments, and future treatment recommended
19. Dismiss patient
20. Perform aseptic techniques in operatory, prepare instrumer for sterilization
21. Set up operatory for next patient

Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

CONFIDE

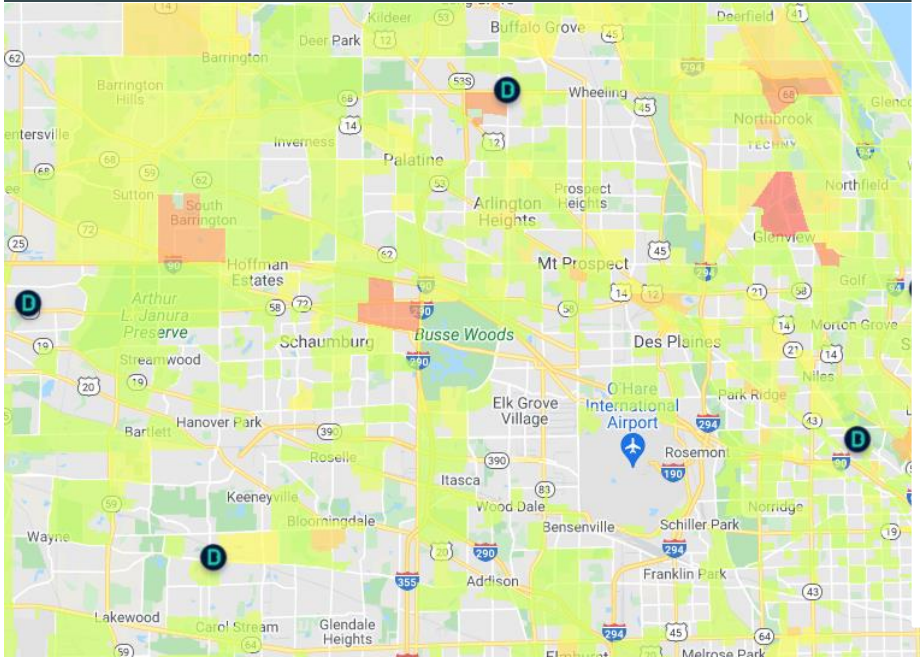
Site Selection Using Buxton

Potential Facilities

Location #	Location ID	Score	Trade Area (Minutes)	BUDS	Residential Core	Workplace Core Patient Score	Estimated 5 Year Population	Average Expenditure	Core Households	General Dentists Donut Count	Schools	Grocery Stores	Physcians (.5 miles)	Street Traffic
1)	201 S Main (Mt Prospect)	95	12	Metropolitan	116	86	0.40%	$228	194	150	5	2	16	5324
2)	206 E Rand (Arlington Heights)	90	12	Metropolitan	99	73	0.60%	$230	197	153	5	2	40	6519
3)	780 W Golf Road (Schaumberg)	88	12	Metropolitan	102	113	-0.50%	$198	129	175	8	1	68	6053
4)	830 N Meachem (Schaumberg)	85	12	Metropolitan	81	135	-0.30%	$201	138	172	0	4	9	7346
5)	1000 N Roselle Rd (Schaumberg)	90	12	Metropolitan	103	125	-0.20%	$203	145	163	3	2	38	7626

- Team is utilizing Buxton (geographical analytics tool) to assist in site selection
- The tool is not perfect, but may help us ask additional questions to better understand each potential de novo location
- Priority site selection factors for the team include:
  - Street visibility with a retail like presence
  - High traffic volume
  - Office layout that is conducive to high patient volumes

Heat map used to find areas with a high number (and high %) of dentists



Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Business Plan Addendum email

Alex Bradshaw

From: Alex Bradshaw
Sent: Friday, February 24, 2023 3:28 PM
To: Alex Bradshaw
Subject: FW: 787 E Dundee Rd

From: Ryan Griffith <rgriffith@brightdirectiondental.com>
Sent: Friday, February 24, 2023 2:23 PM
To: Alex Bradshaw <ABradshaw@palatine.il.us>
Subject: RE: 787 E Dundee 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

Hi Alex – No problem, answers below in green.

Ryan Griffith | Bright Direction Dental LLC
c:(847) 422-3083
o:(312) 805-8590
rgriffith@brightdirectiondental.com
www.brightdirectiondental.com
318 West Adams Street, Suite 400B
Chicago, IL 60606

BRIGHT DIRECTION DENTAL

From: Alex Bradshaw <ABradshaw@palatine.il.us>
Sent: Friday, February 24, 2023 1:56 PM
To: Ryan Griffith <rgriffith@brightdirectiondental.com>
Subject: RE: 787 E Dundee Rd

[EXTERNAL SENDER]

Ryan –
A couple quick questions on the operations of the proposed dental office;

- Per the business plan, expected hours would initially be 8 hours at 5 days/week and eventually 8 hours at 6 days/week. Would those 8 hours per day be a typical 8 AM – 5 PM (1 hr lunch)? Or do appointment times vary per day?
  - The initial expected hours are going to be 8-5 (with a 1 hr lunch) Monday, Tuesday, Thursday, Friday, and Saturday. Final hours will be determined closer to opening once we understand any day/time limitations of the lead doctor.
- Can you provide an estimate for total number of employees at this location?
  - We plan to initially have 5 employees at opening:

Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

    - 1 Dentist
    - 1 Office Manager
    - 2 Hygienists
    - 1 hygiene assistant
  - We plan to add employees as new patients ramp up

Thank you,

Alex Bradshaw | Planner
Planning & Zoning Department
200 E. Wood Street | Palatine, IL 60067
T: 847-359-9056 | abradshaw@palatine.il.us

Attachment: EXHIBIT - Business Plan (787 E. Dundee Road - SU Dental Office)

VILLAGE OF PALATINE

VILLAGE OF PALATINE
Zoning Board of Appeals

SCHEDULED 03/28/23 07:00 PM

CASE STAFF STATEMENT (ID # 8230)

787 E. Dundee Road

TO: Palatine Zoning Board of Appeals
Jan Wood, Chair

FROM: Alex Bradshaw

PETITIONER: Ryan Griffith - Bright Direction Dental

CASE NUMBER: SU-000019-2023

ADDRESS: 787 E. Dundee Road

PROPOSAL:
Special Use to permit a dental office at the Subject Property.

LOCATION:	787 E. Dundee Road District 4 (Solberg)	**CURRENT ZONING:**	P - Planned Development (Deer Grove Centre)

SURROUNDING CONDITIONS:

North:	P - Planned Development (Dundee Point Shopping Center)
South	P - Planned Development (Deer Grove Centre)
East:	P - Planned Development (Dunkin' Donuts / Baskin Robbins)
West:	P - Planned Development (Fresenius Medical Care - Palatine Dialysis)

BACKGROUND:
The Petitioner is proposing to open a new dental office, Bright Direction Dental - under the brand name "Tidy". Therefore, the Petitioner is requesting:

Special Use to permit a dental office at the Subject Property.

SITE ANALYSIS:

- The Subject Property is zoned P - Planned Development and is located within the Deer Grove Centre subdivision. The other businesses within this shopping center include Starbucks, Poke Bros, AT&T, Jersey Mike's Subs, and Chipotle. The subject tenant space was previously approved for another medical office use.
- The Petitioner is requesting a Special Use to open a new dental office (Bright Direction Dental - "BDD"). The proposed tenant space is approximately 2,200 square feet.
- BDD is a dental support organization that has over 25 locations in the Midwest. The

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

proposed business will be BDD's first office in Palatine and will operate under the brand name "Tidy". The focus of this location will be on 3 core services: teeth cleanings, whitening, and clear aligners.

- The proposed hours of operation are 8 AM - 5 PM Monday through Saturday, but will initially be closed on Wednesdays. Final hours will be determined closer to opening once they understand any day/time limitations of the lead doctor.
- The Petitioner indicated that they will plan to initially have 5 employees, with a plan to hire additional employees if their number of patients increase.
    - 1 Dentist, 1 Office Manager, 2 Hygienists, 1 Hygiene Assistant
- The proposed use would be the same as when the parking variation for the property was granted in 2014, therefore the variation remains valid (O-113-14). In addition, there is an overflow parking agreement in place which allows for the shared use of the general parking lot for the Deer Grove Centre to the south.

DEPARTMENTAL REVIEWS:

Community Services	To alleviate any potential parking concerns, it is recommended that employees are encouraged to park in the adjacent shared parking for the Deer Park Centre to the south.
Engineering	No Issues Identified.
Environmental Health	N/A
Fire Prevention	N/A
Public Works	N/A
Police	N/A

STANDARDS FOR SPECIAL USE: Since this Petition is not for a use publicly operated or traditionally affected with the public interest, those standards under Section 14.05 D (2) and (3) are applicable. Specifically, the Petitioners must show that the Special Use, if granted, is so designed, located, and proposed to be operated that the public health, safety, and welfare will be protected and will not cause substantial injury to the value of other property in the neighborhood in which it is located. The Petitioners have attempted to address the required standards.

STAFF RECOMMENDATION:
The Petitioner is proposing to open a Dental Office at the Subject Property. The tenant space was previously approved for a medical use, and there are no plans to expand the current space. Additionally, Staff believes that with the tenant mix and complementary peak hours of the different business there should be adequate parking to allow the shopping center and parking area to function properly. Ultimately, the proposed use

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

should not cause any injury to the value of the other properties in the neighborhood. Therefore, Staff recommends approval of the Special Use, subject to the following condition:

1. The Special Use shall substantially conform to the Business Plan and Floor Plan submitted by the Petitioner, Ryan Griffith, except as such plans may be changed to conform to the Village Codes and Ordinances.

ATTACHMENTS:

- Aerial Map
- Special Use Application
- Plat of Survey
- Business Plan
- Floor Plan
- Public Notice

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

GISConsortium | 787 E. Dundee Road

0 300 600 ft

Print Date: 3/23/2023

Notes

Cook County Aerial 2020

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: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

VILLAGE OF PALATINE

SPECIAL USE APPLICATION

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

Petitioner Name

Ryan Griffith

Business Name (if applicable)

Bright Direction Dental

Subject Property Address

787 E. Dundee Road

Please provide a description of your proposed request:

Tidy (the name of the office) is a dental office that specializes in three core services: teeth cleanings, whitening, and clear aligners. That's it. Our approach is centered on providing personalized, efficient, and comprehensive care to patients in Palatine and the surrounding area.

Unlike a traditional dental office, where the focus is on fixing & repairing, tidy is focused on prevention. We will be hiring some of the best hygienists and dentists that truly care about preventing costly oral health issues in the future.

Tidy does this by focusing on a few common procedures, and doing them well: teeth cleaning, whitening, and clear aligners.

Tidy is partnered with Bright Direction Dental, a network of over 25 general dental practices in the Midwest. If a patient needs dental work outside of tidy's scope of services, the tidy team will schedule an appointment at a Bright Direction Dental location during a time that is convenient for the patient.

Petitioner Justification

Special Uses shall not be granted except on findings based upon the evidence in each specific case. Please address the following standards as these will be used in considering the specific relief you are seeking.

That use deemed necessary for the public convenience at that location. Explain:

The proposed space is situated in between a number of retail stores, including Starbucks, Poke Bros, AT&T, Jersey Mikes, and Chipotle. Being located next to multiple quick serve restaurants would be appealing to a portion of the existing patrons that go to this specific strip center. There would be patients that frequent one of the strip center shops / restaurants and afterwards would like a spot that provides walk in dental cleanings.

In addition, the site is meant to draw from a larger radius given its' unique marketing approach: focus on preventative dental cleanings vs. the large swath of general dental services. We fully expect that the patient pull from other areas will drive traffic to the other tenants and surrounding businesses.

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

The use is designed, located, and proposed to be operated that the public health, safety, welfare will be protected. Explain:

Tidy will not only maintain, but help improve public health, safety, and welfare in the community by providing essential dental services to residents. Regular dental check-ups and cleanings are important for maintaining good oral health, which in turn can have positive impacts on overall physical health. By offering these services in a convenient and accessible location, tidy can help encourage residents to prioritize their oral health and well-being in a modern setting.

In addition, tidy is committed to maintaining a clean, safe, and welcoming environment for patients and staff. We will adhere to all health and safety regulations, including hiring state registered dentists and hygienists. This will help to create a sense of security and trust within the community.

Finally, tidy will create new employment opportunities that will directly contribute to the local economy. This can have positive ripple effects throughout the community, including increased economic growth and stability.

The use will not cause substantial injury to nearby property values. Explain:

We are confident that tidy's presence in the community will have a positive impact. We believe that a well-maintained dental office can increase the value of homes in the surrounding area by providing convenient and reliable access to essential dental services.

Our team is committed to maintaining a professional and modern setting that is respectful of our neighbors and enhances the overall community. We take great care to ensure that our office is clean, well-maintained, and upholds a positive reputation to help strengthen the surrounding area. We are dedicated to providing exceptional dental care that is both effective and convenient, while also being a positive influence on the local community.

In order to supplement the above standards, the Zoning Board of may also consider the following:

With respect to front yard fencing and fencing in a rear yard/side yard abutting a street, the following additional standards must be met:

a. Will meet the following aesthetic criteria:

i. Will not destroy existing vistas in the area;

ii. Will enhance the appearance of the homes and the streets in the area; and

iii. Will not detract from the overall appearance of the community; or

b. The fencing is found to be necessary to protect private property or the safety of the inhabitants of the property.

N/A

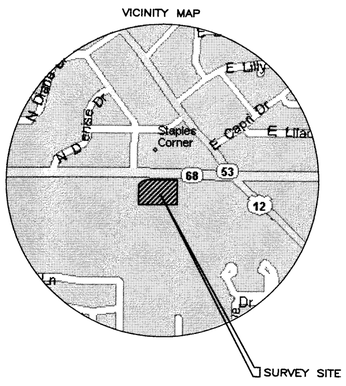
Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

PROFESSIONALS ASSOCIATED SURVEY, INC.
PROFESSIONAL DESIGN FIRM NO. 184-003023
7100 N. TRIPP AVE, LINCOLNWOOD, ILLINOIS 60712
TEL. (847) 675-3000 FAX (847) 675-2167
e-mail: pa@professionalsassociated.com
www.professionalsassociated.com

ALTA/ACSM LAND TITLE SURVEY

OF

VICINITY MAP



PARCEL 1:
LOT 3 IN DEER GROVE CENTRE, BEING A SUBDIVISION OF PART OF THE NORTH HALF OF THE NORTHEAST QUARTER OF SECTION 11, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 6, 1995, AS DOCUMENT 95849083, IN COOK COUNTY, ILLINOIS.

PARCEL 2:
NON-EXCLUSIVE EASEMENT FOR INGRESS, EGRESS, UTILITIES, CONSTRUCTION, MAINTENANCE, RECONSTRUCTION AND PARKING FOR BENEFIT OF PARCEL 1, AS CREATED BY OPERATION AND EASEMENT AGREEMENT RECORDED DECEMBER 7, 1995, AS DOCUMENT 95852706 UPON, OVER AND ACROSS LOT 6 IN DEER GROVE CENTRE, BEING A SUBDIVISION OF PART OF THE NORTH HALF OF THE NORTHEAST QUARTER OF SECTION 11, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 6, 1995 AS DOCUMENT 95849083, IN COOK COUNTY, ILLINOIS.

LAND TOTAL AREA: 64,896.07 SQ.FT. = 1.4898 ACRES.

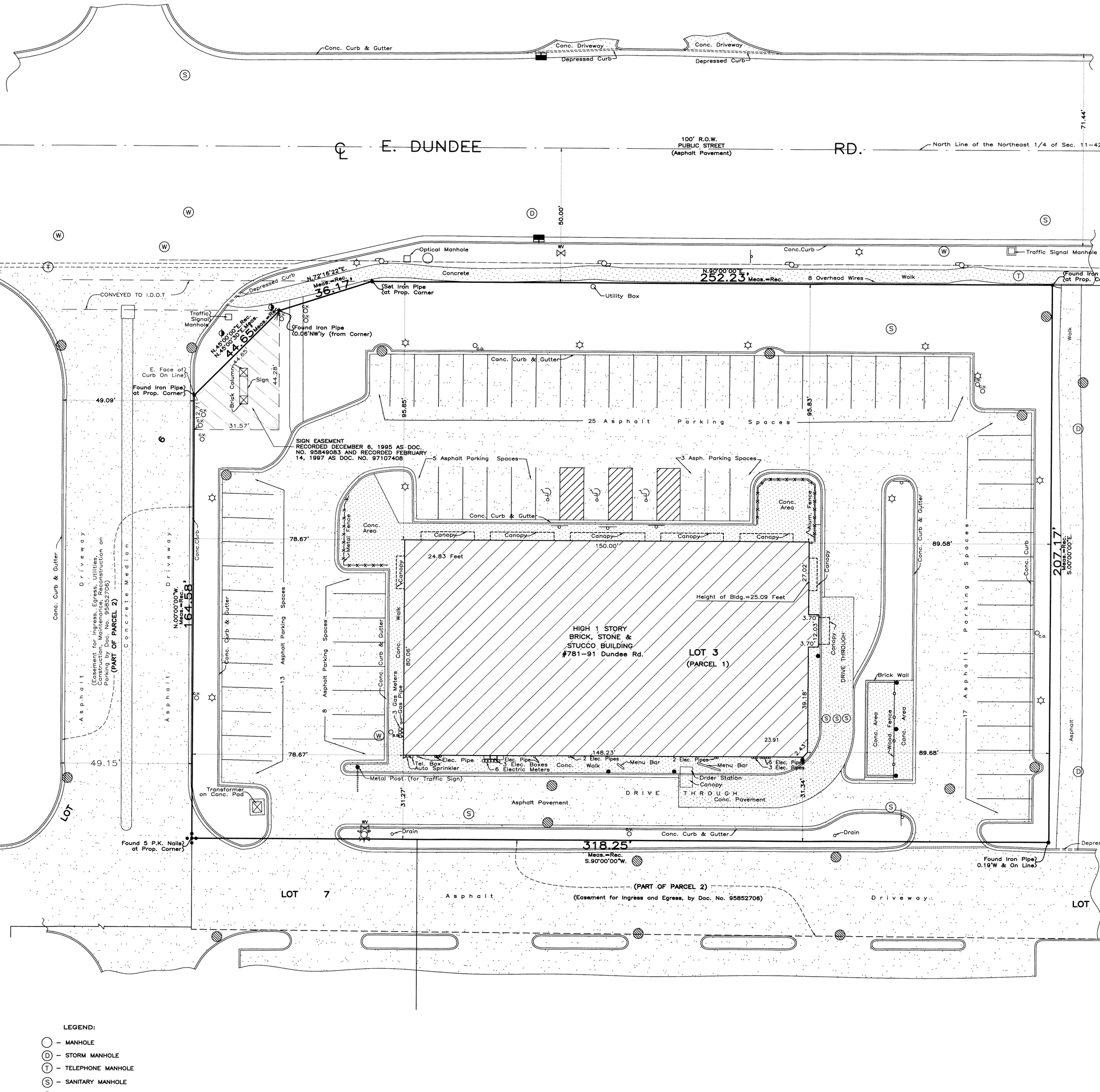
EXTERIOR FOOT PRINT AREA OF BUILDING: 12,043.10 SQ.FT.

COMMONLY KNOWN AS: 781-91 EAST DUNDEE ROAD, PALATINE, ILLINOIS.

PERMANENT INDEX NUMBER: 02-11-209-007-0000

NORTH

GRAPHIC SCALE
10 0 20 40
(IN FEET)
1 Inch = 20 Ft.



LEGEND:

- ◯ – MANHOLE
- Ⓓ – STORM MANHOLE
- Ⓣ – TELEPHONE MANHOLE
- Ⓢ – SANITARY MANHOLE
- ▨ – CATCH BASIN
- Ⓦ – WATER MANHOLE
- ▬ – INLET
- WV – WATER VALVE
- GV – GAS VALVE
- ☼ – LIGHT POLE
- ⌐O⌐ – UTILITY POLE
- C.O. – CLEANOUT
- B.B. – B.BOX
- ◑ – TRAFFIC SIGNAL
- —o— – TRAFFIC SIGN
- ♿ – HANDICAPPED PARKING
- C.V. – CONTROL VALVE
- ● – METAL POST
- ——— – OVERHEAD WIRES

NOTES REFERENCED TO TABLE "A" OPTIONAL SURVEY RESPONSIBILITIES AND SPECIFICATIONS

ITEM 6(a) – THIS PROPERTY SHOWN HEREON IS ZONED P-PLANNED UNIT DEVELOPMENT BY VILLAGE OF PALATINE.

ITEM 9 – PARKING SPACES

REGULAR	71
HANDICAPPED	3
TOTAL	74

ITEM 16 –BY OUR OBSERVATION THERE ARE NO VISIBLE SIGNS OF ANY CURRENT BUILDING CONSTRUCTION OR EARTH MOVEMENT ON THIS PROPERTY.

ITEM 21 – PROFESSIONAL LIABILITY INSURANCE POLICY HAS BEEN OBTAINED BY THE SURVEYOR IN THE AMOUNT OF $2,000,000.00

BASIS: FIRST AMERICAN TITLE INSURANCE COMPANY,
FILE NO. NCS-745060-MPLS
EFFECTIVE DATE: JULY 17, 2015.

ORDER NO.: 07-78615
SCALE: 1 INCH = 20 FEET.
DATE OF FIELD WORK: August 25, 2015.
ORDERED BY: MENARD, INC.

FLOOD CERTIFICATE:
ACCORDING TO FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
FLOOD INSURANCE RATE MAP OF Village of Palatine
ILLINOIS DATED August 19, 2008 COMMUNITY PANEL
NUMBER 175170 0044 J, THIS PROPERTY IS IN A MINIMUM
FLOOD AREA AND IS DESIGNATED AS ZONE"X"
AREAS DETERMINED TO BE OUTSIDE 0.2% ANNUAL CHANCE FLOODPLAIN
NO FIELD SURVEYING WAS PERFORMED BY UNDERSIGNED SURVEYOR TO DETERMINE THIS ZONE.

HAYLTON E. DONALDSON 035-002819 PROFESSIONAL LAND SURVEYOR STATE OF ILLINOIS LINCOLNWOOD, ILLINOIS

TO
-MENARD, INC.
-FIRST AMERICAN TITLE INSURANCE COMPANY
-SPEED-GMX PALATINE, LLC
THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2011 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACSM LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3, 4, 6(a), 7(a), 7(b)1, 7(c), 8, 9, 11(a), 14, 16 and 21 OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON August 25, 2015.

DATE OF PLAT September 14, 2015.

Hayltan E. Donaldson

IL PROF. LAND SURVEYOR NUMBER 035-002819
MY LICENSE EXPIRES NOVEMBER 30, 2016.
Drawn by: S.K. & J.V.

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

BRIGHT DIRECTION

DENTAL

NEW OFFICE OVERVIEW - TIDY

PALATINE 2023

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Overview

1) Bright Direction Dental ("BDD") is a dental support organization that has a network of over 25 dental locations in the Midwest.
   - All BDD locations to date have been acquisitions of existing dental practices.

2) BDD is opening its first de novo office in Palatine under the brand name 'tidy'

3) Tidy will focus on three core services: teeth cleanings, whitening, and clear aligners. That's it.

4) Compared to a traditional dental office that performs a large range of services and focuses on 'fixing and repairing', tidy will focus on prevention and building foundational oral healthcare habits.

5) For dental work that needs to be performed outside of tidy's menu of services, our team will make appointments for patients at BDD's nearby locations.

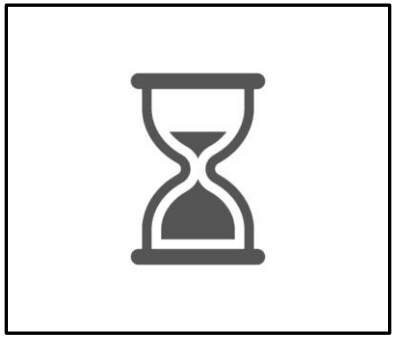
Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Bringing down the barriers of traditional dental

Goal is to create the best dental hygiene experience in the country

Time



Increased accessibility

Shorter duration for patients in the office

Increased opportunities to get new (and all) patients in sooner

Cost

Simpler pricing menu

Not selling high end procedures

Clear expectations on cost

Fear

Prevention vs therapy
Invest now / pay later

Sounds, smells, no-stress environment

Gateway to overall healthcare

Technology

Fuel internal referral wheel through Denticon

Unbiased AI-based Assessments

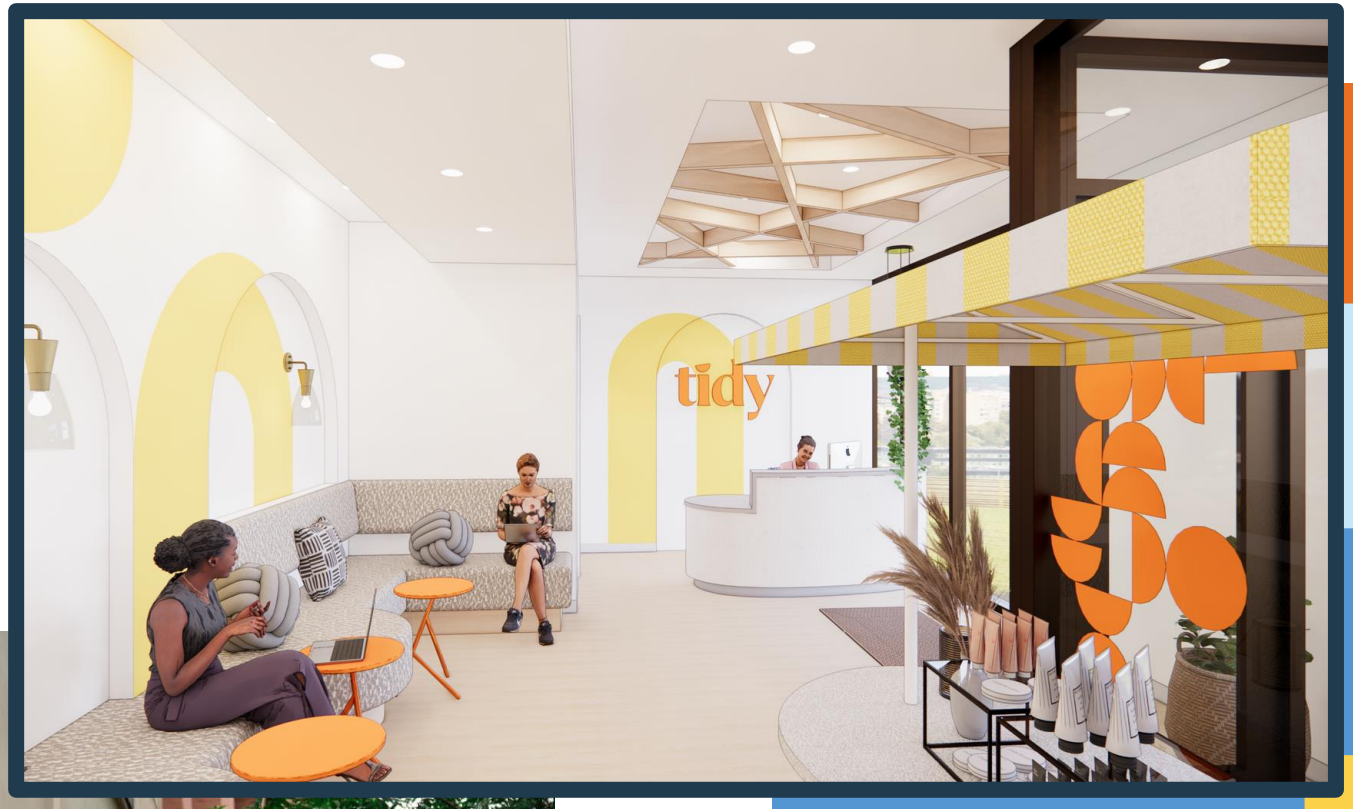
Patient driven interfaces (scheduling, payment, education, etc.)

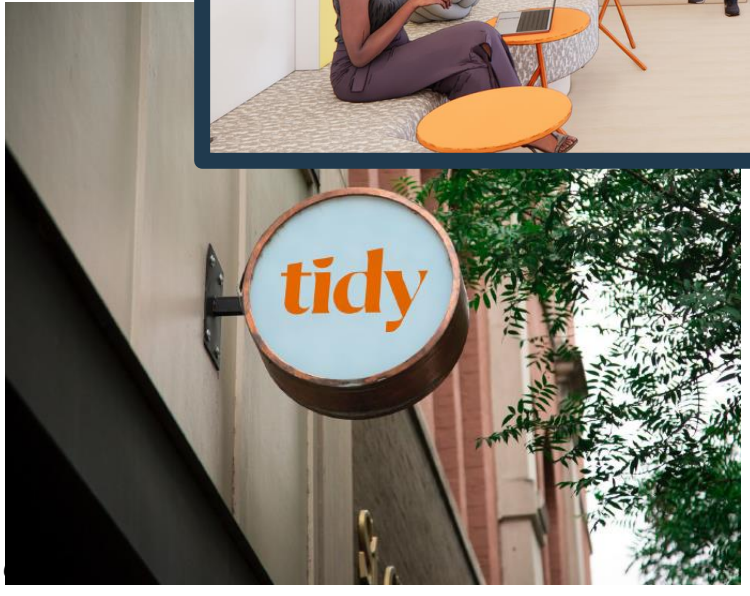
Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

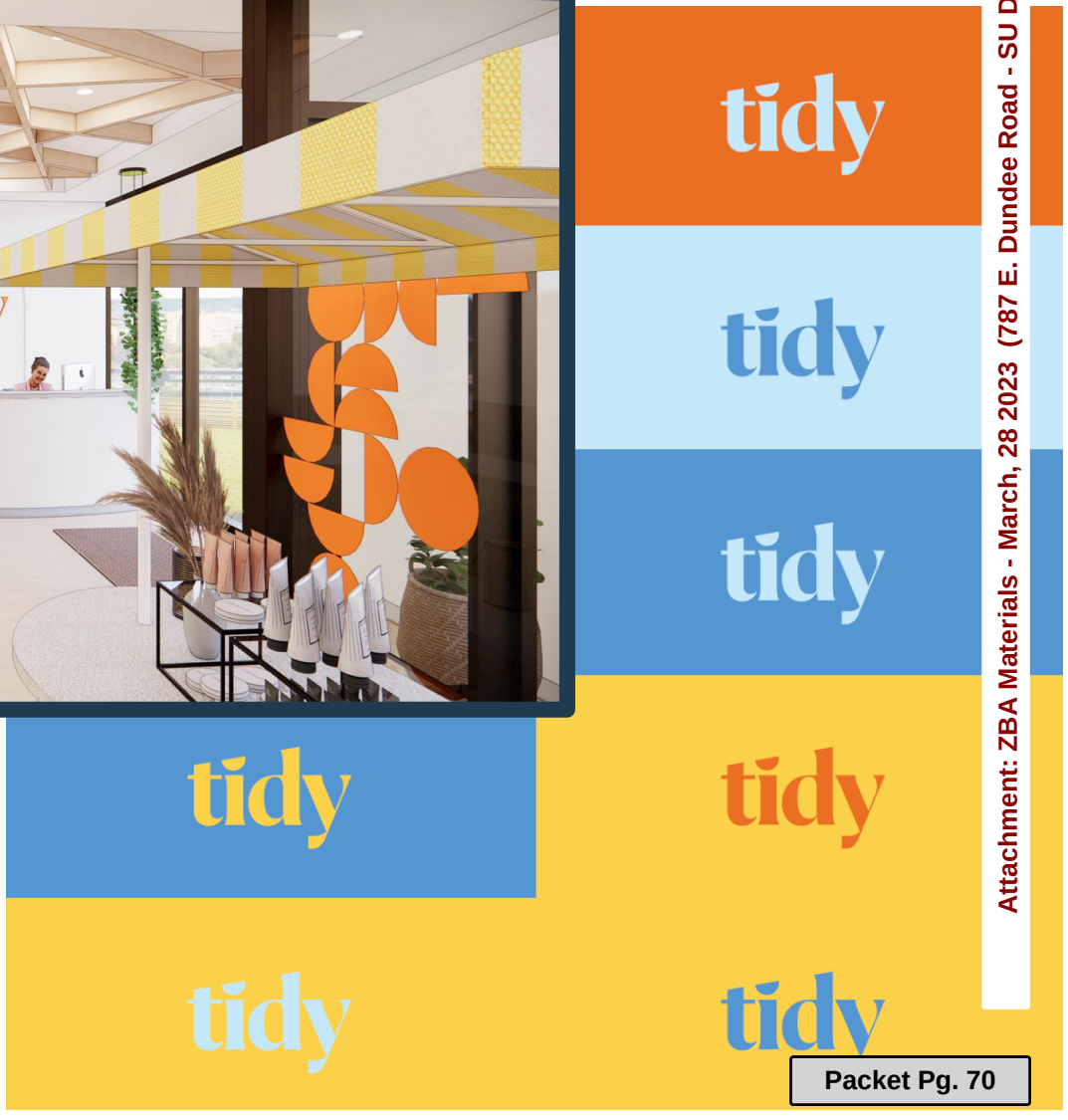
CONFIDENTIAL

Tidy branding

Hired highly reputable branding firm and architectural firm to create a standout brand

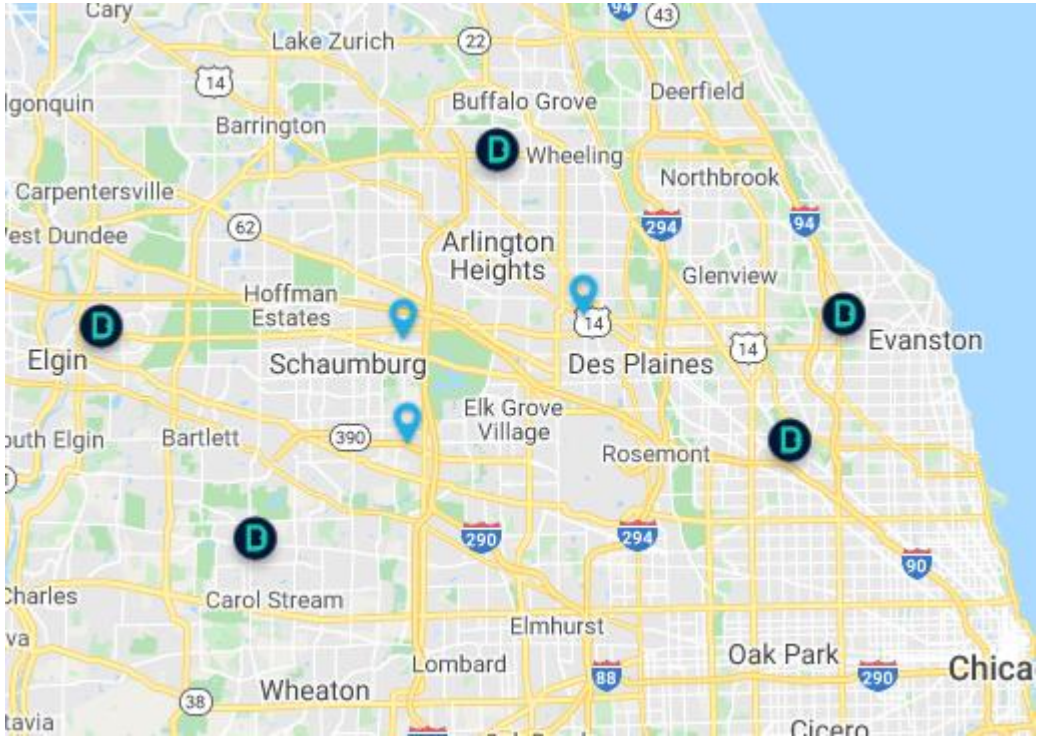






Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

Tidy will be a referral hub for other BDD locations



Existing BDD Locations

- Creating a space that can handle a higher volume of patients provides the opportunity to refer out fillings, crowns, and higher-end procedures to existing BDD locations
- BDD's northern suburb cluster has a 12 mile radius

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Financial Model: Overview

1) 3-year monthly model was put together using information from prior experience, current BDD practice data, and 3rd party vendors

2) Important value consideration is the additional enterprise value at the time of recapitalizing, see row 36 in the “3 year overview” page

3) Staff costs are based on expected hours open, which initially would be 8 hours, 5 days a week and eventually 8 hours, 6 days a week

4) Capacity checks were put in place to determine minimum operatories, FTE hygienists, and FTE doctors needed to handle projected patient volume

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Financial Model Assumptions

Expected Buildout costs	Low	Planned	High	Notes
1) Office Size (sqft)	2,000	2,500	3,000	Utilized the 'Planned' case for 3 year model
2) # of Operatories	4	6	8	
3) $ construction/sqft	$ 200	$ 200	$ 200	Estimated at the high end of design / build firms
4) Construction Costs	400,000	500,000	600,000	(1)*(3)
5) Tenant Improvement	(80,000)	(100,000)	(120,000)	Estimated at $40/sqft
6) Net Constr. Costs	320,000	400,000	480,000	(4)+(5)
7) Equip. Costs/Op	40,000	40,000	40,000	Based on industry reps
8) Equip. Costs	160,000	240,000	320,000	(2)*(7)
9) Common Areas / Equipment	20,000	25,000	30,000	
10) Startup Supplies/Inv.	20,000	25,000	30,000	
11) Total Buildout Costs	**520,000**	**690,000**	**860,000**	**(6)+(8)+(9)+(10)**

Additional Assumptions

1) Max Dr. Visits / hour / dr.	2	
2) Max Hyg Visits / hour / hyg	2	All adult schedule 30min, kids could be 15min
3) Prod / hour - Dr. Refer Out Model	$500	Dr. focuses on Invisalign / nightguards / exams ($200-250 an hour) / emergency / Teeth whitening / consultations
4) Prod / hour - Hyg	$250	Typical for some of our existing offices is ~$175/hr, would be higher with assisted hygiene
5) Dr. Production per visit - Refer	$250	Dr. visit per hour divided by production per hour
6) Hyg Production per visit	$125	Hyg visit per hour divided by production per hour
7) Dr. comp	200,000	Salaried position given refer out model
8) Hyg $ hour	$45.00	Will pay top of market for quality hygienists
9) Hyg assist	$20.00	Additional position not typical for a standard dental office
10) DA	$25.00	
11) Non OM Admin	$17.50	
12) OM	$75,000	At or above market OM salary, although may be lower with incentives attached to practice performance
13) Nutritionist	$50,000	Value added service line being considered
14) Benefits and Tax as % of comp	10.0%	
15) Labs	3.0%	Lower labs given the procedures performed in the office, typical office is 6-7%
16) Materials	4.0%	
17) Space Sqft	2,500	
18) PPSF	$50.00	TBD, this would represent all in cost: rent + pass through costs
20) Operating Expenses % of Revenue	4.0%	

CONFIDENTIAL

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

Financial Model: 3 Year Overview

		Total Yr 1	Total Yr 2	Total Yr 3	Notes
1)	**Visits**				
2)	Dr. Visits	1,822	4,134	5,517	
3)	Hyg Visits	1,822	4,134	5,517	
4)	Total Visits	3,645	8,269	11,033	BDD offices currently range from 4,200-14,500 visits per year
5)	**Income Statement**				
6)	Dr. Rev	455,613	1,033,601	1,379,159	Assumes restorative and higher end procedures will be referred out to BDD network
7)	Hyg Rev	227,806	516,800	689,580	
8)	**Total Revenue**	**683,419**	**1,550,401**	**2,068,739**	
9)	*Hyg % of total*	*33%*	*33%*	*33%*	
10)	**Staff costs**				
11)	Doctor - Comp	200,000	300,000	300,000	Dr. is on a salary to align on referring out certain procedures to existing BDD network
12)	Hygienists	90,000	180,000	198,000	Assisted Hygiene program, calculated based on $/hr pay and expected open hours
13)	Hyg assistant	40,000	80,000	88,000	Assisted Hygiene program, calculated based on $/hr pay and expected open hours
14)	Dental assistant	100,000	125,000	137,500	
15)	OM	75,000	75,000	75,000	
16)	Other admin	17,500	70,000	98,000	
17)	Nutritionist	-	-	29,167	Integrated health value added service lines being considered
18)	Taxes and benefits	52,250	83,000	92,567	
19)	Total Staff Costs	**574,750**	**913,000**	**1,018,233**	
20)	*% of revenue*	*84%*	*59%*	*49%*	
21)	Total Labs and Materials	**47,839**	**108,528**	**144,812**	
22)	*Labs & Materials % of revenue*	*7%*	*7%*	*7%*	
23)	Total Facility Costs	**125,000**	**125,000**	**125,000**	
24)	*Facility % of revenue*	*18%*	*8%*	*6%*	
25)	Marketing	99,506	46,512	62,062	First 9 months expecting to pay $200 per patient
26)	*Marketing % of revenue*	*15%*	*3%*	*3%*	
27)	Operating Expenses	27,337	62,016	82,750	
28)	*Operating % of revenue*	*4%*	*4%*	*4%*	
29)	Total Expenses	874,432	1,255,056	1,432,857	
30)	*Expenses % of revenue*	*128%*	*81%*	*69%*	
31)	**EBITDA**	**(191,013)**	**295,345**	**635,882**	
32)	*% of revenue*	*(28%)*	*19%*	*31%*	
33)	**Total Cumulative EBITDA**	**(881,013)**	**(585,668)**	**50,214**	**Includes build out costs, expected to break even ~3 years**
34)	TTM EBITDA	(191,013)	295,345	635,882	
35)	Terminal Value	-	2,953,448	6,358,819	Assumed to exit at 10x EBITDA
36)	**ROIC**	**0.0x**	**4.3x**	**9.2x**	**Conservative return multiple divided by expected build out costs**

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Financial Model: Year 1

		Year 1												T	Yr 1
		Month 1	2	3	4	5	6	7	8	9	10	11	12		
1)	**Visits**														
2)	Dr. Visits	35	49	66	86	112	134	161	193	212	234	257	283		322
3)	Hyg Visits	35	49	66	86	112	134	161	193	212	234	257	283		322
4)	Total Visits	70	98	132	172	224	268	322	386	425	467	514	566		645
5)	**Income Statement**														
6)	Dr. Rev	8,750	12,250	16,538	21,499	27,948	33,538	40,246	48,295	53,124	58,437	64,280	70,708		513
7)	Hyg Rev	4,375	6,125	8,269	10,749	13,974	16,769	20,123	24,147	26,562	29,218	32,140	35,354		306
8)	**Total Revenue**	**13,125**	**18,375**	**24,806**	**32,248**	**41,923**	**50,307**	**60,368**	**72,442**	**79,686**	**87,655**	**96,421**	**106,063**		**819**
9)	*Hyg % of total*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*		*33%*
10)	**Staff costs**														
11)	Doctor - Comp	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667		000
12)	Hygienists	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500		000
13)	Hyg assistant	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333		000
14)	Dental assistant	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333		000
15)	OM	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250		000
16)	Other admin	-	-	-	-	-	-	2,917	2,917	2,917	2,917	2,917	2,917		500
17)	Nutritionist	-	-	-	-	-	-	-	-	-	-	-	-		-
18)	Taxes and benefits	4,208	4,208	4,208	4,208	4,208	4,208	4,500	4,500	4,500	4,500	4,500	4,500		250
19)	Total Staff Costs	**46,292**	**46,292**	**46,292**	**46,292**	**46,292**	**46,292**	**49,500**	**49,500**	**49,500**	**49,500**	**49,500**	**49,500**		**750**
20)	*% of revenue*	*353%*	*252%*	*187%*	*144%*	*110%*	*92%*	*82%*	*68%*	*62%*	*56%*	*51%*	*47%*		*4%*
21)	Total Labs and Materials	**919**	**1,286**	**1,736**	**2,257**	**2,935**	**3,521**	**4,226**	**5,071**	**5,578**	**6,136**	**6,749**	**7,424**		**839**
22)	*Labs & Materials % of revenue*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*		*7%*
23)	Total Facility Costs	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**		**000**
24)	*Facility % of revenue*	*79%*	*57%*	*42%*	*32%*	*25%*	*21%*	*17%*	*14%*	*13%*	*12%*	*11%*	*10%*		*8%*
25)	Marketing	14,000	5,600	6,860	7,938	10,319	8,943	10,732	12,879	7,727	4,383	4,821	5,303		606
26)	*Marketing % of revenue*	*107%*	*30%*	*28%*	*25%*	*25%*	*18%*	*18%*	*18%*	*10%*	*5%*	*5%*	*5%*		*5%*
27)	Operating Expenses	525	735	992	1,290	1,677	2,012	2,415	2,898	3,187	3,506	3,857	4,243		837
28)	*Operating % of revenue*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*		*4%*
29)	Total Expenses	72,152	64,330	66,297	68,194	71,639	71,186	77,289	80,764	76,409	73,941	75,344	76,887		832
30)	*Expenses % of revenue*	*550%*	*350%*	*267%*	*211%*	*171%*	*142%*	*128%*	*111%*	*96%*	*84%*	*78%*	*72%*		*8%*
31)	**EBITDA**	**(59,027)**	**(45,955)**	**(41,491)**	**(35,946)**	**(29,717)**	**(20,879)**	**(16,921)**	**(8,322)**	**3,277**	**13,714**	**21,077**	**29,176**	**(**	**013)**
32)	*% of revenue*	*(450%)*	*(250%)*	*(167%)*	*(111%)*	*(71%)*	*(42%)*	*(28%)*	*(11%)*	*4%*	*16%*	*22%*	*28%*		*8%)*

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Financial Model: Year 2

		Year 2												
		Month 13	14	15	16	17	18	19	20	21	22	23	24	T
1)	**Visits**													
2)	Dr. Visits	291	300	309	318	328	338	348	358	369	380	392	403	
3)	Hyg Visits	291	300	309	318	328	338	348	358	369	380	392	403	
4)	Total Visits	583	600	618	637	656	675	696	717	738	760	783	807	
5)	**Income Statement**													
6)	Dr. Rev	72,830	75,015	77,265	79,583	81,970	84,430	86,962	89,571	92,258	95,026	97,877	100,813	1,
7)	Hyg Rev	36,415	37,507	38,632	39,791	40,985	42,215	43,481	44,786	46,129	47,513	48,938	50,407	
8)	**Total Revenue**	**109,244**	**112,522**	**115,897**	**119,374**	**122,956**	**126,644**	**130,444**	**134,357**	**138,388**	**142,539**	**146,815**	**151,220**	**1,**
9)	*Hyg % of total*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	
10)	**Staff costs**													
11)	Doctor - Comp	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
12)	Hygienists	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	
13)	Hyg assistant	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	
14)	Dental assistant	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	
15)	OM	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	
16)	Other admin	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	
17)	Nutritionist	-	-	-	-	-	-	-	-	-	-	-	-	
18)	Taxes and benefits	6,917	6,917	6,917	6,917	6,917	6,917	6,917	6,917	6,917	6,917	6,917	6,917	
19)	Total Staff Costs	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	
20)	*% of revenue*	*70%*	*68%*	*66%*	*64%*	*62%*	*60%*	*58%*	*57%*	*55%*	*53%*	*52%*	*50%*	
21)	Total Labs and Materials	**7,647**	**7,877**	**8,113**	**8,356**	**8,607**	**8,865**	**9,131**	**9,405**	**9,687**	**9,978**	**10,277**	**10,585**	
22)	*Labs & Materials % of revenue*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	
23)	Total Facility Costs	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	
24)	*Facility % of revenue*	*10%*	*9%*	*9%*	*9%*	*8%*	*8%*	*8%*	*8%*	*8%*	*7%*	*7%*	*7%*	
25)	Marketing	3,277	3,376	3,477	3,581	3,689	3,799	3,913	4,031	4,152	4,276	4,404	4,537	
26)	*Marketing % of revenue*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	
27)	Operating Expenses	4,370	4,501	4,636	4,775	4,918	5,066	5,218	5,374	5,536	5,702	5,873	6,049	
28)	*Operating % of revenue*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	
29)	Total Expenses	101,794	102,253	102,726	103,212	103,714	104,230	104,762	105,310	105,874	106,455	107,054	107,671	1,
30)	*Expenses % of revenue*	*93%*	*91%*	*89%*	*86%*	*84%*	*82%*	*80%*	*78%*	*77%*	*75%*	*73%*	*71%*	
31)	**EBITDA**	**7,450**	**10,269**	**13,172**	**16,162**	**19,242**	**22,414**	**25,682**	**29,047**	**32,513**	**36,084**	**39,761**	**43,549**	
32)	*% of revenue*	*7%*	*9%*	*11%*	*14%*	*16%*	*18%*	*20%*	*22%*	*23%*	*25%*	*27%*	*29%*	

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Financial Model: Year 3

		Year 3												
		Month 25	26	27	28	29	30	31	32	33	34	35	36	T
1)	**Visits**													
2)	Dr. Visits	411	420	428	436	445	454	463	472	482	492	501	511	
3)	Hyg Visits	411	420	428	436	445	454	463	472	482	492	501	511	
4)	Total Visits	823	839	856	873	890	908	926	945	964	983	1,003	1,023	
5)	**Income Statement**													
6)	Dr. Rev	102,830	104,886	106,984	109,124	111,306	113,532	115,803	118,119	120,481	122,891	125,349	127,856	1,
7)	Hyg Rev	51,415	52,443	53,492	54,562	55,653	56,766	57,901	59,059	60,241	61,445	62,674	63,928	
8)	**Total Revenue**	**154,244**	**157,329**	**160,476**	**163,685**	**166,959**	**170,298**	**173,704**	**177,178**	**180,722**	**184,336**	**188,023**	**191,783**	**2,**
9)	*Hyg % of total*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	*33%*	
10)	**Staff costs**													
11)	Doctor - Comp	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
12)	Hygienists	15,000	15,000	15,000	15,000	15,000	15,000	18,000	18,000	18,000	18,000	18,000	18,000	
13)	Hyg assistant	6,667	6,667	6,667	6,667	6,667	6,667	8,000	8,000	8,000	8,000	8,000	8,000	
14)	Dental assistant	10,417	10,417	10,417	10,417	10,417	10,417	12,500	12,500	12,500	12,500	12,500	12,500	
15)	OM	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	
16)	Other admin	5,833	5,833	5,833	5,833	5,833	5,833	10,500	10,500	10,500	10,500	10,500	10,500	
17)	Nutritionist	-	-	-	-	-	4,167	4,167	4,167	4,167	4,167	4,167	4,167	
18)	Taxes and benefits	6,917	6,917	6,917	6,917	6,917	7,333	8,442	8,442	8,442	8,442	8,442	8,442	
19)	Total Staff Costs	**76,083**	**76,083**	**76,083**	**76,083**	**76,083**	**80,667**	**92,858**	**92,858**	**92,858**	**92,858**	**92,858**	**92,858**	**1,**
20)	*% of revenue*	*49%*	*48%*	*47%*	*46%*	*46%*	*47%*	*53%*	*52%*	*51%*	*50%*	*49%*	*48%*	
21)	Total Labs and Materials	**10,797**	**11,013**	**11,233**	**11,458**	**11,687**	**11,921**	**12,159**	**12,402**	**12,651**	**12,904**	**13,162**	**13,425**	
22)	*Labs & Materials % of revenue*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	*7%*	
23)	Total Facility Costs	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	**10,417**	
24)	*Facility % of revenue*	*7%*	*7%*	*6%*	*6%*	*6%*	*6%*	*6%*	*6%*	*6%*	*6%*	*6%*	*5%*	
25)	Marketing	4,627	4,720	4,814	4,911	5,009	5,109	5,211	5,315	5,422	5,530	5,641	5,754	
26)	*Marketing % of revenue*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	*3%*	
27)	Operating Expenses	6,170	6,293	6,419	6,547	6,678	6,812	6,948	7,087	7,229	7,373	7,521	7,671	
28)	*Operating % of revenue*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	*4%*	
29)	Total Expenses	108,094	108,526	108,967	109,416	109,874	114,925	127,594	128,080	128,576	129,082	129,598	130,125	1,
30)	*Expenses % of revenue*	*70%*	*69%*	*68%*	*67%*	*66%*	*67%*	*73%*	*72%*	*71%*	*70%*	*69%*	*68%*	
31)	**EBITDA**	**46,150**	**48,803**	**51,509**	**54,269**	**57,085**	**55,373**	**46,111**	**49,098**	**52,146**	**55,254**	**58,425**	**61,659**	
32)	*% of revenue*	*30%*	*31%*	*32%*	*33%*	*34%*	*33%*	*27%*	*28%*	*29%*	*30%*	*31%*	*32%*	

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Risks and Mitigants

Risk 1 – Not enough volume to support a hygiene / preventative model (PPO driven practice)

- **Mitigant** – Pre-launch marketing campaign, exhaustive insurance analysis to allow us to drive new patients, utilize Buxton to understand potential patient base

Risk 2 – Financial underperformance due to restorative / cosmetic referrals

- **Mitigant –** Build-out and staffing to allow conversion to a more traditional GP model temporarily or permanently as dictated by performance

Risk 3 – Patient inconvenience by referring out certain procedures

- **Mitigant** – Location convenient to partner practices, featuring 'unbiased' diagnostics prominently in marketing, trade off is predictability, reliability and repeatability in the model

Risk 4 - Poor location selection

- **Mitigant** – Thorough pre-selection analytics via Buxton analysis and traditional commercial real estate metrics

Risk 5 – Financial and human capital impact to existing affiliation strategy

- **Mitigant** – Transitioning existing Denticon training team to launch team as Denticon conversions are wrapping up, utilizing our new Marketing partner, hire of the De Novo's office manager

Risk 6 – Office Staffing

- **Mitigant –** Early recruitment of team members and testing potential hires in existing BDD offices prior to de novo opening

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Assisted Hygiene – Example Schedule

Tidy will implement assisted hygiene, whereby an assistant works alongside a hygienist, allowing the office to see a higher volume of patients without a decrease in patient experience or outcomes

Appointment Schedule

Time	ien	Hygiene 3a	Hygiene 3b	Doctor 1	Doctor 2
6:30 AM					
7:00 AM					
7:30 AM					
8:00 AM					
8:30 AM		Adult Prophy/ Exam/ X-Rays		Nightgaurd Scan	
9:00 AM			Child Prophy/		Nightgaurd Deliver
9:30 AM		Adult Prophy/ Exam/ X-Rays		Take Home Whitening Impression	
10:00 AM			Adult Prophy/ Exam/ X-Rays		Take Home Whitening Deliver
10:30 AM		Adult Prophy/ Exam/ X-Rays		Nightgaurd Scan	
11:00 AM			Adult Prophy/ Exam/ X-Rays		Nightgaurd Deliver
11:30 AM		Adult Prophy/ Exam/ X-Rays		Emergency Exam and X-Ray	
12:00 PM			Child Prophy/		
12:30 PM					
1:00 PM					
1:30 PM		Adult Prophy/ Exam/ X-Rays			Take Home Whitening Deliver
2:00 PM			Child Prophy/	Emergency Exam and X-Ray	
2:30 PM		Adult Prophy/ Exam/ X-Rays			Empty Appointment
3:00 PM			Adult Prophy/ Exam/ X-Rays	Wisdom Tooth Check and Panoramic	
3:30 PM		Adult Prophy/ Exam/ X-Rays			Nightgaurd Deliver
4:00 PM			Child Prophy/	Nightgaurd Scan	
4:30 PM			Child Prophy/		
5:00 PM					

Hygienists able to shed all items not highlighted

1. Set up operatory
2. Review patient record
3. Seat patient and greet patient
4. Take blood pressure
5. Review medical history
6. Oral cancer screening and head and neck exam
7. Expose any necessary radiographs
8. Inquire about dental concerns
9. Give plaque control and oral hygiene instructions
10. Discuss dental needs
11. Do periodontal charting
12. Perform prophylaxis
13. Signal and wait for doctor
14. Dispense oral hygiene aids
15. Identify areas of caries or other pathology
16. Relate concerns to doctor
17. Make patient's next appointment
18. Document in the patient's chart (computer) all observations patient comments, and future treatment recommended
19. Dismiss patient
20. Perform aseptic techniques in operatory, prepare instrumer for sterilization
21. Set up operatory for next patient

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

CONFIDE

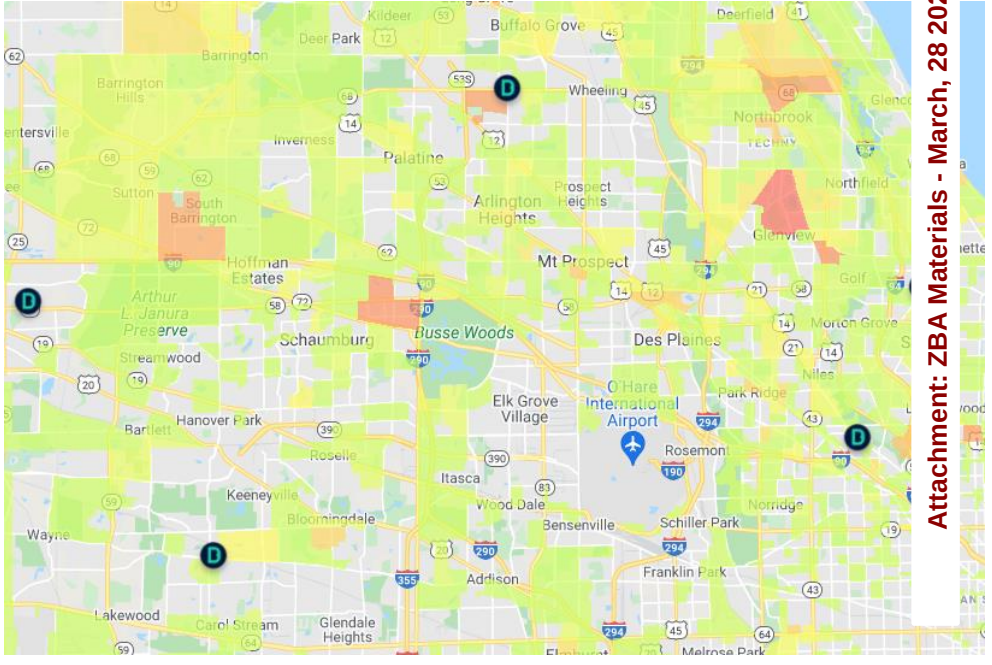
Site Selection Using Buxton

Potential Facilities

Location #	Location ID	Score	Trade Area (Minutes)	BUDS	Residential Core	Workplace Core Patient Score	Estimated 5 Year Population	Average Expenditure	Core Households	General Dentists Donut Count	Schools	Grocery Stores	Physcians (.5 miles)	Street Traffic
1)	201 S Main (Mt Prospect)	95	12	Metropolitan	116	86	0.40%	$228	194	150	5	2	16	5324
2)	206 E Rand (Arlington Heights)	90	12	Metropolitan	99	73	0.60%	$230	197	153	5	2	40	6519
3)	780 W Golf Road (Schaumberg)	88	12	Metropolitan	102	113	-0.50%	$198	129	175	8	1	68	6053
4)	830 N Meachem (Schaumberg)	85	12	Metropolitan	81	135	-0.30%	$201	138	172	0	4	9	7346
5)	1000 N Roselle Rd (Schaumberg)	90	12	Metropolitan	103	125	-0.20%	$203	145	163	3	2	38	7626

- Team is utilizing Buxton (geographical analytics tool) to assist in site selection
- The tool is not perfect, but may help us ask additional questions to better understand each potential de novo location
- Priority site selection factors for the team include:
  - Street visibility with a retail like presence
  - High traffic volume
  - Office layout that is conducive to high patient volumes

Heat map used to find areas with a high number (and high %) of dentists



Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

CONFIDENTIAL

Business Plan Addendum email

Alex Bradshaw

From: Alex Bradshaw
Sent: Friday, February 24, 2023 3:28 PM
To: Alex Bradshaw
Subject: FW: 787 E Dundee Rd

From: Ryan Griffith <rgriffith@brightdirectiondental.com>
Sent: Friday, February 24, 2023 2:23 PM
To: Alex Bradshaw <ABradshaw@palatine.il.us>
Subject: RE: 787 E Dundee 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

Hi Alex – No problem, answers below in green.

Ryan Griffith | Bright Direction Dental LLC
c:(847) 422-3083
o:(312) 805-8590
rgriffith@brightdirectiondental.com
www.brightdirectiondental.com
318 West Adams Street, Suite 400B
Chicago, IL 60606

BRIGHT DIRECTION DENTAL

From: Alex Bradshaw <ABradshaw@palatine.il.us>
Sent: Friday, February 24, 2023 1:56 PM
To: Ryan Griffith <rgriffith@brightdirectiondental.com>
Subject: RE: 787 E Dundee Rd

[EXTERNAL SENDER]

Ryan –
A couple quick questions on the operations of the proposed dental office;

- Per the business plan, expected hours would initially be 8 hours at 5 days/week and eventually 8 hours at 6 days/week. Would those 8 hours per day be a typical 8 AM – 5 PM (1 hr lunch)? Or do appointment times vary per day?
  - The initial expected hours are going to be 8-5 (with a 1 hr lunch) Monday, Tuesday, Thursday, Friday, and Saturday. Final hours will be determined closer to opening once we understand any day/time limitations of the lead doctor.
- Can you provide an estimate for total number of employees at this location?
  - We plan to initially have 5 employees at opening:

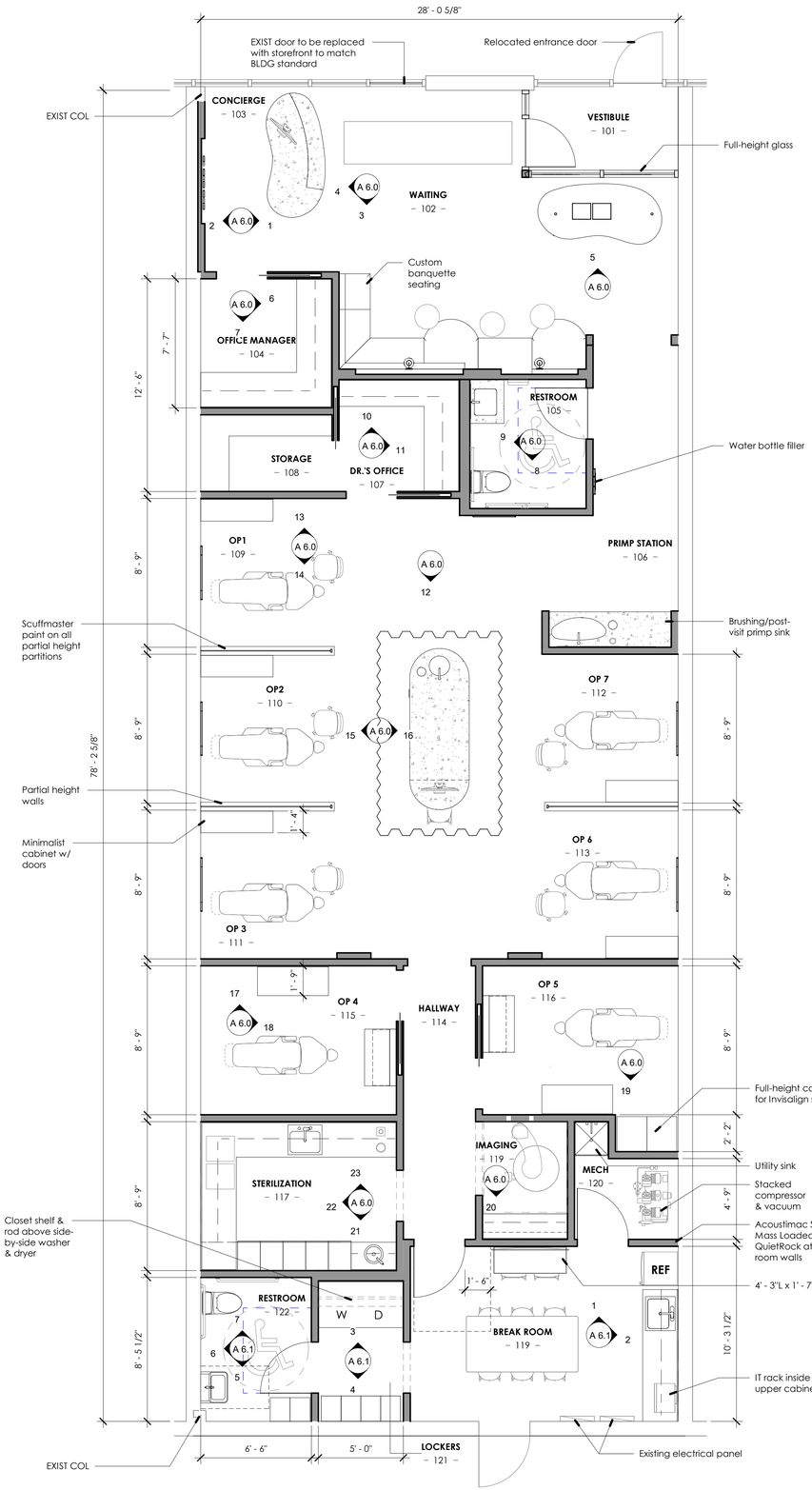
Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

        - 1 Dentist
        - 1 Office Manager
        - 2 Hygienists
        - 1 hygiene assistant
    - We plan to add employees as new patients ramp up

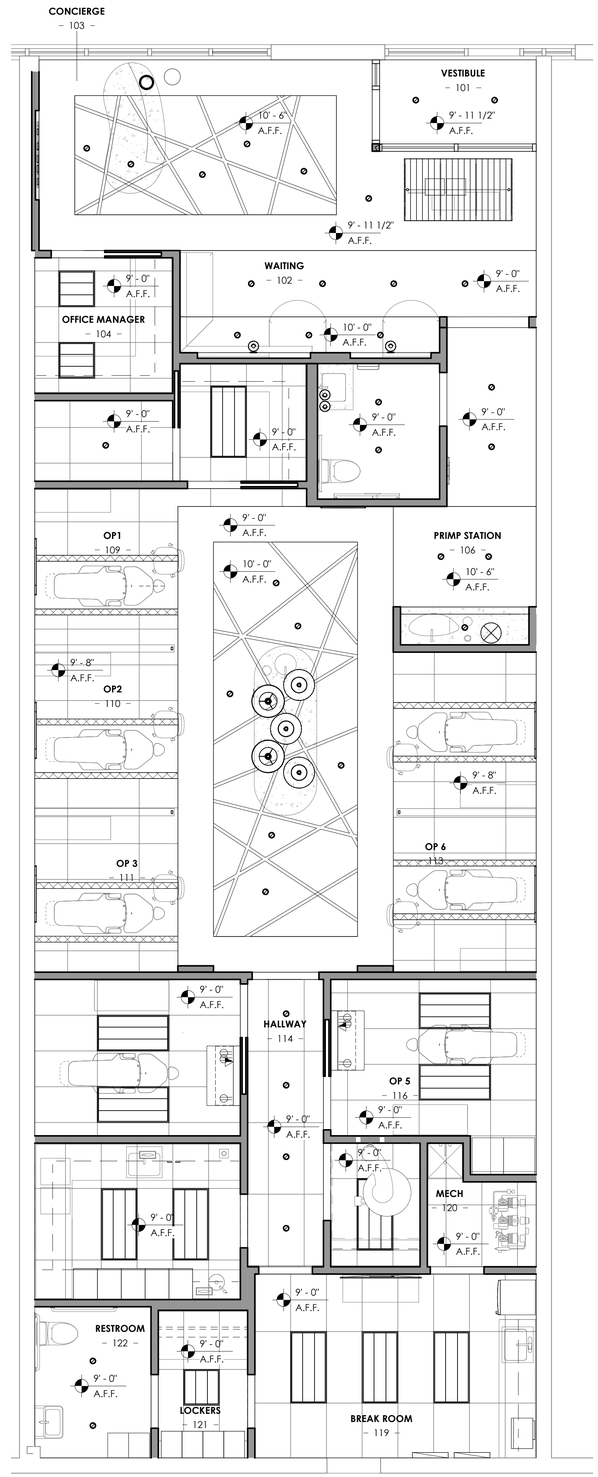
Thank you,

Alex Bradshaw | Planner
Planning & Zoning Department
200 E. Wood Street | Palatine, IL 60067
T: 847-359-9056 | abradshaw@palatine.il.us

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)



1 Floor Plan
1/4" = 1'-0"



2 Reflected Ceiling Plan
1/4" = 1'-0"

JOE
ARCHITECT
1422 delgany street, suite 1L1 denver co | 720.946.3228

Tidy
787 E Dundee Road
Palatine, IL 60074

FOR COORDINATION PURPOSES ONLY

NOT FOR CONSTRUCTION

REVISIONS		
#	Date	Description

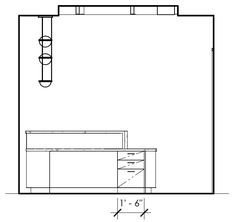
DATE:	02/15/2023
PROJECT NO:	22076
DRAWN BY:	JC/JB
ISSUED FOR:	DD

Floor Plan

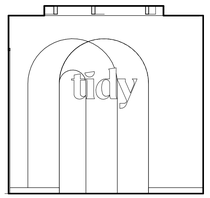
A 2.0

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

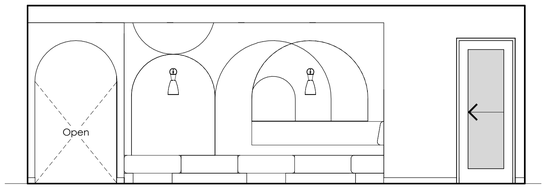
BIM 360://22076 - Bright Direction Hygiene/Neon Dental.rvt
2/16/2023 3:53:25 PM



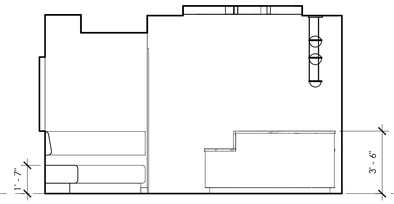
1 103 - Concierge - East
1/4" = 1'-0"



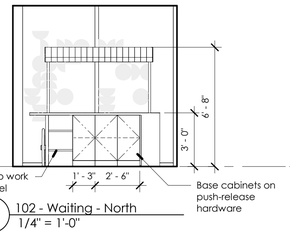
2 103 - Concierge - West
1/4" = 1'-0"



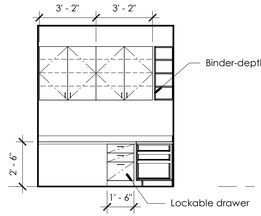
3 102 - Waiting - South
1/4" = 1'-0"



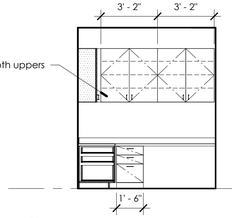
4 102 - Waiting - West
1/4" = 1'-0"



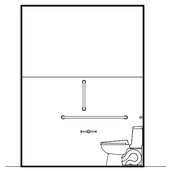
5 102 - Waiting - North
1/4" = 1'-0"



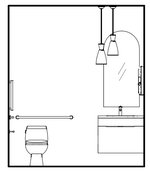
6 104 - Office Manager - East
1/4" = 1'-0"



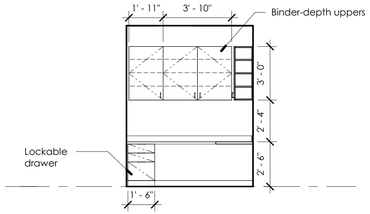
7 104 - Office Manager - South
1/4" = 1'-0"



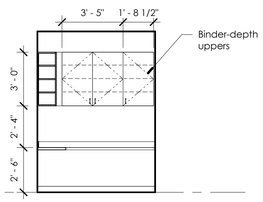
8 105 - Restroom - South
1/4" = 1'-0"



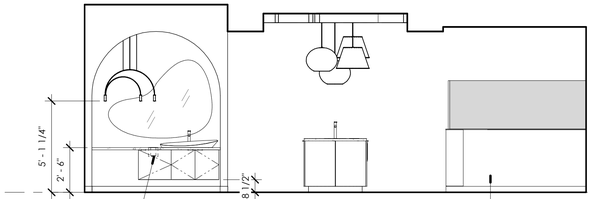
9 105 - Restroom - West
1/4" = 1'-0"



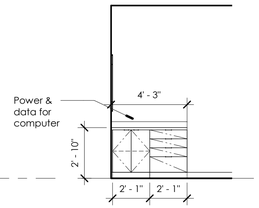
10 107 - Dr.'s Office - North
1/4" = 1'-0"



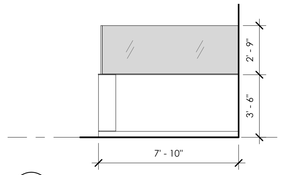
11 107 - Dr.'s Office - East
1/4" = 1'-0"



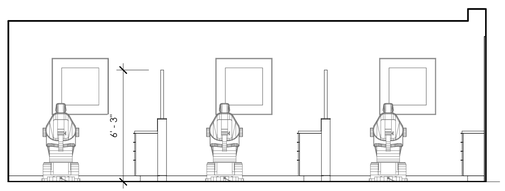
12 106 - Primp Station - South
1/4" = 1'-0"



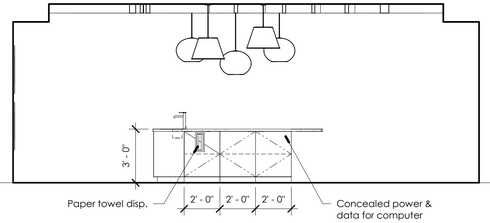
13 109 - TYP Operatory - North
1/4" = 1'-0"



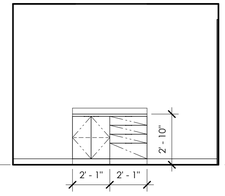
14 109 - TYP Operatory - South
1/4" = 1'-0"



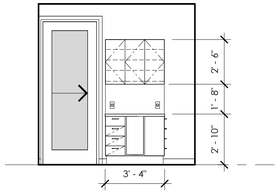
15 110 - Op 2 - Overall View
1/4" = 1'-0"



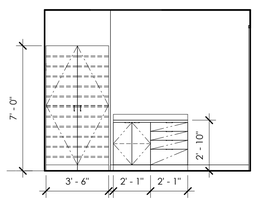
16 110 - Op 2 - Center Island
1/4" = 1'-0"



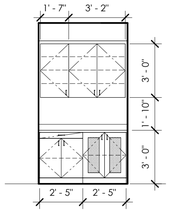
17 115 - Op 4 - North
1/4" = 1'-0"



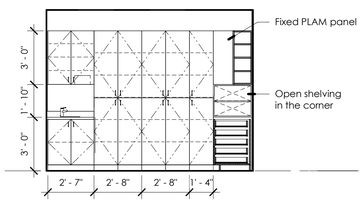
18 115 - Op 4 - East
1/4" = 1'-0"



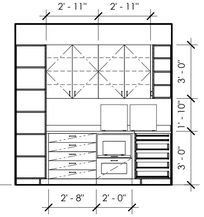
19 116 - Op 5 - South
1/4" = 1'-0"



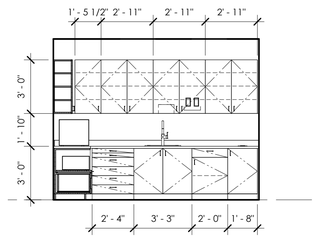
20 119 - Imaging - South
1/4" = 1'-0"



21 117 - Sterilization - South
1/4" = 1'-0"



22 117 - Sterilization - West
1/4" = 1'-0"



23 117 - Sterilization - North
1/4" = 1'-0"

JOE
ARCHITECT
1422 delgany street, suite 1L1 denver co | 720.946.3228

Tidy
787 E Dundee Road
Palatine, IL 60074

REVISIONS		
#	Date	Description

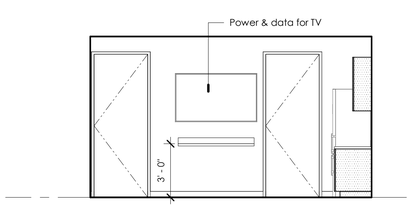
DATE:	02/15/2023
PROJECT NO:	22076
DRAWN BY:	JB
ISSUED FOR:	DD

Interior Elevations

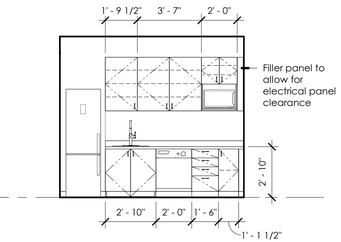
A 6.0

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

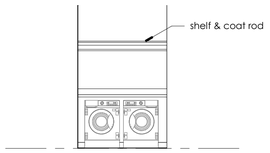
BIM 360://22076 - Bright Direction Hygiene/Neon Dental.rvt
2/14/2023 3:53:28 PM



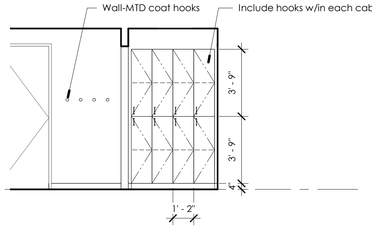
1 119 - Break Room - North
1/4" = 1'-0"



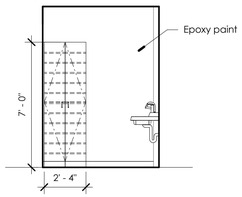
2 119 - Break Room - East
1/4" = 1'-0"



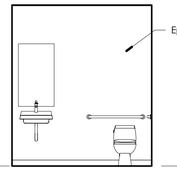
3 122 - Lockers - North
1/4" = 1'-0"



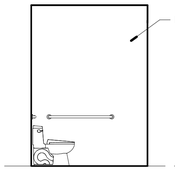
4 121 - Lockers - South
1/4" = 1'-0"



5 122 - Restroom - South
1/4" = 1'-0"



6 122 - Restroom - West
1/4" = 1'-0"



7 122 - Restroom - North
1/4" = 1'-0"

JOE
ARCHITECT
1422 delgany street, suite 1L1 denver co | 720.946.3228

Tidy
787 E Dundee Road
Palatine, IL 60074

FOR COORDINATION PURPOSES ONLY

NOT FOR CONSTRUCTION

REVISIONS		
#	Date	Description

DATE:	02/15/2023
PROJECT NO:	22076
DRAWN BY:	JB
ISSUED FOR:	DD

Interior Elevations

A 6.1

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

BIM 360://22076 - Bright Direction Hygiene/Neon Dental.rvt
2/16/2023 3:53:28 PM

PUBLIC NOTICE
A Public Hearing will be held before the Palatine Zoning Board of Appeals on Tuesday, March 28, 2023 at 7 PM, in the Village Council Chambers at Palatine Village Hall, 200 E. Wood Street, relative to a request for the following:
Special Use to permit a dental office at the subject property.
The property is commonly known as 787 E. Dundee Road.
The Petitioner is proposing to open a new dental office, Bright Direction Dental – under the brand name "Tidy".
The above petition has been filed by Ryan Griffith, Bright Direction Dental, and is available for examination in the office of the Village Clerk, 200 E. Wood Street.
FILE #: SU-000019-2023
VILLAGE OF PALATINE
Jan Wood, Chair
Palatine Zoning Board of Appeals
DATED: This 13th day of March, 2023
Published in Daily Herald March 13, 2023 (4596671)

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Northwest Suburbs
Daily Herald

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 **Northwest Suburbs DAILY HERALD**. That said **Northwest Suburbs DAILY HERALD** is a secular newspaper, published in Arlington Heights, Cook County, State of Illinois, and has been in general circulation daily throughout Cook County, continuously for more than 50 weeks prior to the firs Publication of the attached notice, and a newspaper as defined by 715 ILCS 5/5

I further certify that the **Northwest Suburbs DAILY HERALD** is a newspape 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 03/13/2023
in said **Northwest Suburbs DAILY HERALD**. This notice was also placed o a statewide public notice website as required by 5 ILCS 5/2.1.

BY _____
Designee of the Publisher of the Daily Herald

Control # 4596671

PADDOCK PUBLICATIONS, INC. Corporate SEAL ILLINOIS

Attachment: ZBA Materials - March, 28 2023 (787 E. Dundee Road - SU Dental Office)

2. 787 E. Dundee Road

Notice was published in the Daily Herald on March 13, 2023 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

1. Application for Special Use
2. Proof of Ownership
3. Plat of Survey
4. Business Plan
5. Floor Plan
6. Public Notice

Sworn in petitioner: Mr. Jim DeBruzzi, CFO of Bright Direction Dental, 318 W. Adams Chicago, IL

Mr. DeBruzzi stated they have space leased to open a new concept dental facility. He explained it will be dedicated to cleaning, teeth whitening, and clear aligners. He stated it will be a state of the art facility.

Ms. Wood asked what they would do if their customers needed additional services.
Mr. DeBruzzi explained they currently operate several dental offices in the general area where they can be referred to internally.

Ms. Wood asked how many patients will be seen at one time.
Mr. DeBruzzi stated approx. seven at a time depending on scheduling.

Ms. Wood asked about hours.
Mr. DeBruzzi explained they will start of 8-5 Monday, Tuesday, Thursday, Friday and possibly Saturdays.

Mr. Pirog asked what is meant by state of the art.
Mr. DeBruzzi explained they use AI technology.

Ms. Wood read into record the exhibits.

Mr. Bradshaw gave a brief overview stating the subject property is zoned P - planned development and is located within the Deer Grove Centre. He pointed out the other tenants being mixed with Starbucks, Poke Bros, AT&T, Jersey Mikes and Chipotle. He spoke to the hours that will be finalized closer to opening. Mr. Bradshaw spoke to the business plan that includes 5 employees with plans to hire additional with needed. He stated the proposed use would be the same as when the parking variation was granted in 2014 and there is additional overflow parking available to the south. Mr. Bradshaw stated Community Services reviewed and made note to address any parking concerns employees should be encouraged to park in the adjacent shared lot to the south. He stated

Attachment: DRAFT ZBA Minutes - March 28, 2023 (787 E. Dundee Road - SU Dental Office)

Engineering reviewed and no issues were identified.

Ms. Wood asked if it was previously a dental office.
Mr. Bradshaw explained it was previously approved for a medical office that never opened.

Ms. Wood asked if staff is aware of any issues with parking.
Mr. Bradshaw answered no, and staff believes that the varying peak hours of businesses allow for plenty of parking.

STAFF RECOMMENDATION:

The Petitioner is proposing to open a Dental Office at the Subject Property. The tenant space was previously approved for a medical use, and there are no plans to expand the current space. Additionally, Staff believes that with the tenant mix and complementary peak hours of the different business there should be adequate parking to allow the shopping center and parking area to function properly. Ultimately, the proposed use should not cause any injury to the value of the other properties in the neighborhood. Therefore, Staff recommends approval of the Special Use, subject to the following condition:

1. The Special Use shall substantially conform to the Business Plan and Floor Plan submitted by the Petitioner, Ryan Griffith, except as such plans may be changed to conform to the Village Codes and Ordinances

There were no further questions. The public hearing was closed.

Mr. McGinn made a motion to approve subject staff's conditions; seconded by Mr. Cavanaugh

DELIBERATIONS:

Mr. McGinn stated the evidence presented is good and will be operated in a manner that won't affect the public health safety and welfare. He stated it will be a good value to neighbors. He stated his only concern was parking but that has been addressed.

Mr. Cavanaugh stated parking would be the only real issue and this use requires less than other potential uses.

Ms. Wood stated parking is always a concern but this makes sense.

Ms. Wood summarized that this request has met the standards and was unanimously approved by a vote of 4-0. This item will tentatively go to Village Council on April 10, 2023.

Attachment: DRAFT ZBA Minutes - March 28, 2023 (787 E. Dundee Road - SU Dental Office)

RESULT:	**RECOMMENDED TO APPROVE [UNANIMOUS]**
MOVER:	Theodore McGinn, Commissioner
SECONDER:	Kevin Cavanaugh, Commissioner
AYES:	Wood, McGinn, Cavanaugh, Pirog
ABSENT:	Roth-Wurster, Luszczak

Attachment: DRAFT ZBA Minutes - March 28, 2023 (787 E. Dundee Road - SU Dental Office)

Consider an Ordinance Granting Special Uses to Permit Additions at 940 S. Mallard Court

BACKGROUND:
The Petitioner is proposing to construct a rear addition onto their existing single-family residence. The addition will encroach approximately 8 feet into the required rear yard setback and approximately 3 feet into the required side yard abutting a street setback. Therefore, the Petitioner is requesting approval of the following:

1) Special Use to permit an addition to be set back 37 feet from the rear lot line, instead of the minimum required 45 feet; and

2) Special Use to permit an addition to be set back 32 feet from the side lot line abutting a street, instead of the minimum required 35 feet.

KEY ISSUES:
- The Subject Property, zoned R-1B Single-Family Residential, is part of the Hunting Ridge Unit No. 2 Subdivision. The Subject Property is approximately 12,350 square feet and currently consists of a two-story home, with a legally non-conforming side yard abutting a street setback. The existing side yard abutting a street setback (S. Mallard Drive is approximately 29 feet).
- The Petitioner is seeking Special Uses to permit a rear addition to be set back 37 feet from the rear lot line, instead of the required 45 feet and for an addition to be set back 32 feet from the side lot line abutting a street. The proposed addition will not encroach into the required interior side yard setback.
- Per Staff review, the required setbacks restrict the property such that any addition to the primary structure would likely require zoning relief. Both building and lot coverage are under the maximum percentage allowed by the Zoning Ordinance.
- The requested relief is similar to the Special Use granted to the adjacent property at 936 S. Mallard Court (August 2022) for a 21-foot rear yard setback, instead of the minimum required 45 feet (#O-79-22). The properties at 934 and 938 S. Mallard Court also have rear yard setbacks between 25 - 30 feet.

ALTERNATIVES:
1. Approve the Special Use to permit an addition to be set back 37 feet from the rear lot line, instead of the minimum required 45 feet; and to be set back 32 feet from the side lot line abutting a street, instead of the minimum required 35 feet.
2. Do not approve the Special Use to permit an addition to be set back 37 feet from the rear lot line, instead of the minimum required 45 feet; and to be set back 32 feet from the side lot line abutting a street, instead of the minimum required 35 feet.

RECOMMENDATION:

Public Hearing:	March 28, 2023
Residents testifying:	None.
Vote:	The Zoning Board of Appeals voted 4-0 to recommend approval of the request and Staff concurs.

ACTION REQUIRED:
A motion to approve an ordinance granting a Special Use to permit an addition to be set

back 37 feet from the rear lot line, instead of the minimum required 45 feet; and to be set back 32 feet from the side lot line abutting a street, instead of the minimum required 35 feet.

ATTACHMENTS:

- Aerial Map
- ORD SU 940 S Mallard Ct
- EXHIBIT - Site Plan
- EXHIBIT - Floor Plan
- EXHIBIT - Elevations
- ZBA Materials including Public Notice - March 28, 2023
- DRAFT ZBA Minutes - March 28, 2023

GISConsortium

940 S. Mallard Court

0 100 200 ft

Print Date: 3/23/2023

Notes

Cook County Aerial 2020

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 (940 S. Mallard Court - SU Addition)

ORDINANCE NO. _____

AN ORDINANCE GRANTING A SPECIAL USE
940 S. MALLARD COURT

WHEREAS, pursuant to a petition and public hearing on March 28, 2023, of which public notice was given as required by law, the Zoning Board of Appeals of the Village of Palatine, in accordance with the Zoning Ordinance of the Village of Palatine, in such case made and provided, has held such public hearing and reported their findings relative to a request for a Special Use to permit an addition to be set back 37 feet from the rear lot line, instead of the minimum required 45 feet pursuant to Section 10.04 (h) (2) of the Village of Palatine Zoning Ordinance; and to be set back 32 feet from the side lot line abutting a street, instead of the minimum required 35 feet pursuant to Section 10.04 (h) (3) (b) (ii) of the Village of Palatine Zoning Ordinance, on the following legally described property:

LOT 26 IN BLOCK 5 IN HUNTING RIDGE UNIT NO. 2, BEING A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF SECTION 28, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 14, 1969 AS DOCUMENT 20809410, IN COOK COUNTY, ILLINOIS.

Commonly known as 940 S. Mallard Court (02-28-204-026).

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

SECTION 1: Special Use to permit an addition to be set back 37 feet from the rear lot line, instead of the minimum required 45 feet pursuant to Section 10.04 (h) (2) of the Village of Palatine Zoning Ordinance; and to be set back 32 feet from the side

Attachment: ORD SU 940 S Mallard Ct (940 S. Mallard Court - SU Addition)

lot line abutting a street, instead of the minimum required 35 feet pursuant to Section 10.04 (h) (3) (b) (ii) of the Village of Palatine Zoning Ordinance, is hereby granted, subject to the following condition(s):

1. **The Special Use and Variation shall substantially conform to the Site Plan and Elevations submitted by the Petitioner, Dan O'Toole, except as such plans may be changed to conform to Village Codes and Ordinances.**

SECTION 2: **That a copy of the public notice is attached hereto and form a part of this ordinance.**

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

PASSED: This _____day of _____, 2023

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

APPROVED by me this _____day of _____, 2023

_____
Mayor of the Village of Palatine

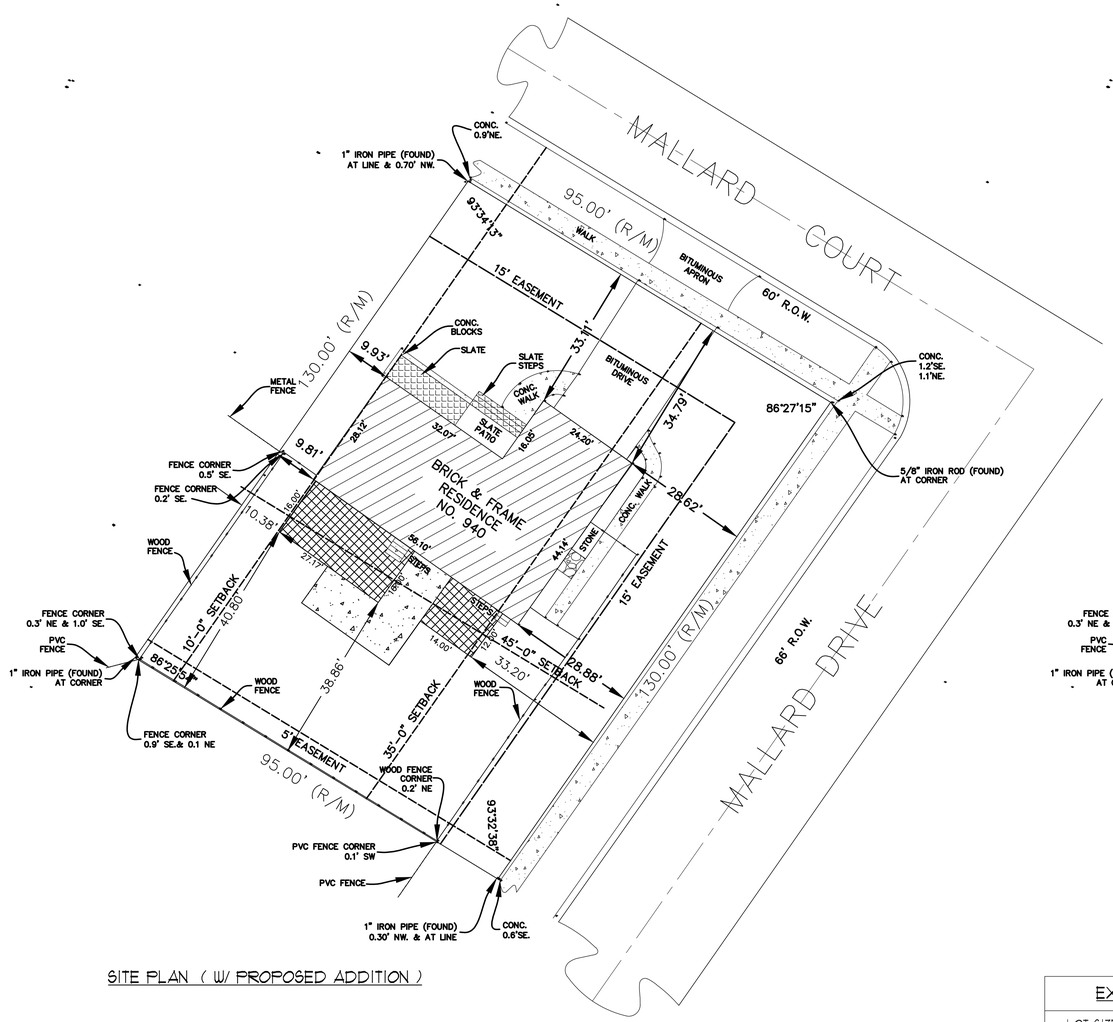
ATTESTED and FILED in the office of the Village Clerk this

_____day of _____, 2023

_____
Village Clerk

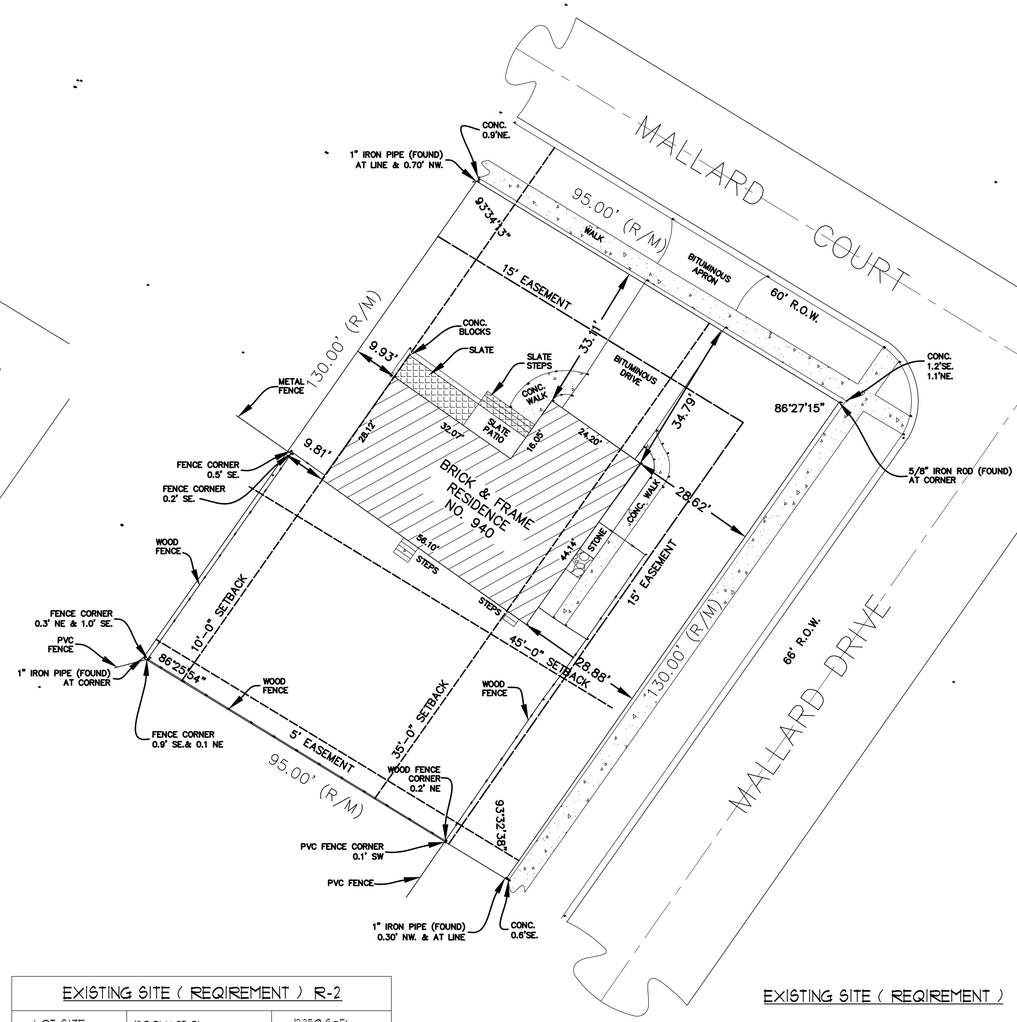
Attachment: ORD SU 940 S Mallard Ct (940 S. Mallard Court - SU Addition)

ADDITION - O'TOOLE RESIDENCE
940 S. MALLARD CT. PALATINE, IL



SITE PLAN (W/ PROPOSED ADDITION)

SITE PLAN (W/ PROPOSED ADDITION)	
EXISTING HOUSE & ADDITION	2,776 Sq.Ft.
NEW LOT COVERAGE	4,152 Sq.Ft.



EXISTING SITE (REQIREMENT)

EXISTING SITE (REQIREMENT) R-2		
LOT SIZE:	130.0' X 95.0'	12,350 Sq.Ft.
BUILDING COV.	30% OF LOT SIZE	3,705 Sq.Ft.
LOT COV.	40% OF LOT SIZE	4,940 Sq.Ft.
REAR SETBACK	45'-0"	
SIDE SETBACK	9.81'	
SIDE SETBACK	35'-0" STREET SIDE	
EXISTNG HOUSE		2,158 Sq.Ft.
EXISTNG LOT COV.		3,283 Sq.Ft.

NOT FOR CONSTRUCTION

Copyright, 2022 B. L. R. Architects Ltd.

B. L. R. Architects
Custom Homes Multifamily Additions Consulting
1103 Ogden Avenue
Lisle, Illinois 60532
Phone: 630.435.0100 Fax: 630.435.0101

O'TOOLE RESIDENCE
ADDITION
940 S. MALLARD CT. PALATINE, IL
EXISTING SITE PLAN REQUIREMENTS & PROPOSED ADDITION

REVISIONS:

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	

Drawn By: JM

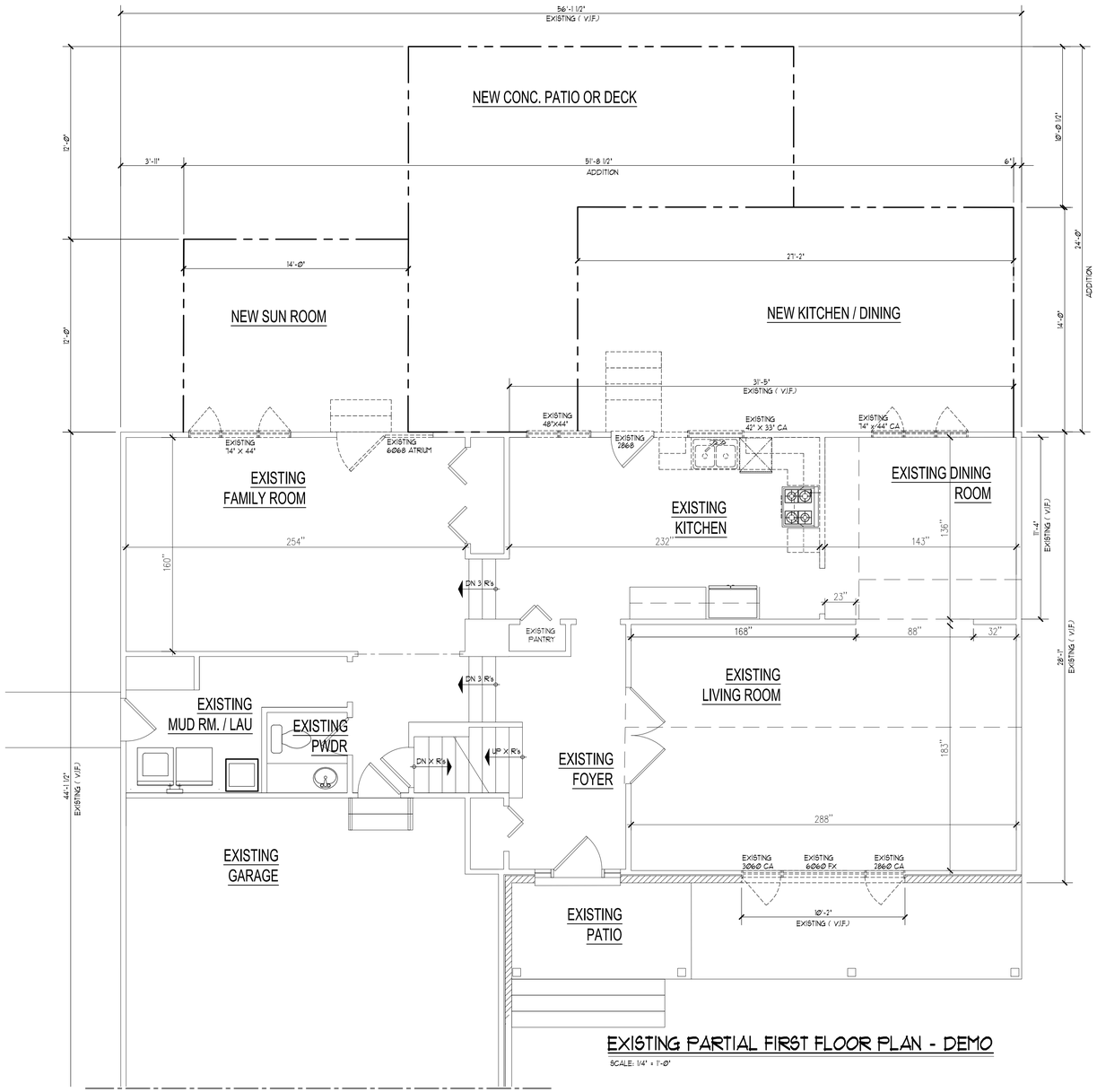
Job No.:

Date: 02.01.2023

Issued For Permit:

Sheet No. C0

Attachment: EXHIBIT - Site Plan (940 S. Mallard Court - SU Addition)



EXISTING PARTIAL FIRST FLOOR PLAN - DEMO

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

NOT FOR CONSTRUCTION

Copyright, 2022 B. L. R. Architects Ltd.

B. L. R. Architects
Custom Homes Multifamily Additions Consulting
1103 Ogden Avenue
Lisle, Illinois 60532
Phone: 630.435.0100 Fax: 630.435.0107

O'TOOLE RESIDENCE
ADDITION
940 S. MALLARD CT. PALATINE, IL
EXISTING CONDITIONS - DEMO

REVISIONS:

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	

Drawn By: JM

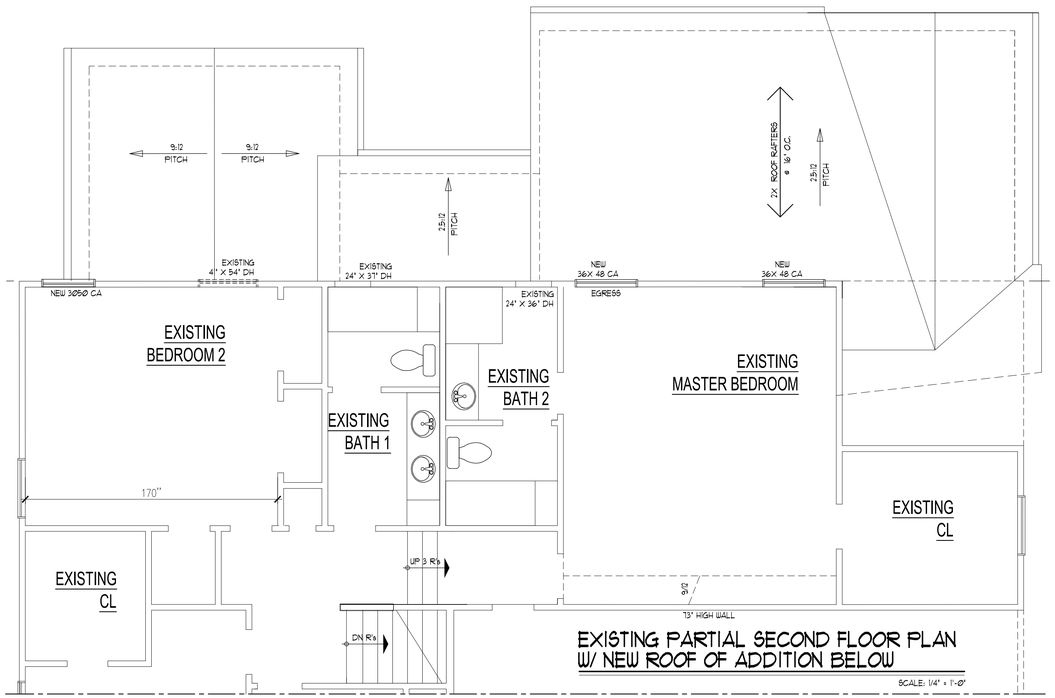
Job No.:

Date: 02\0\2023

Issued For Permit:

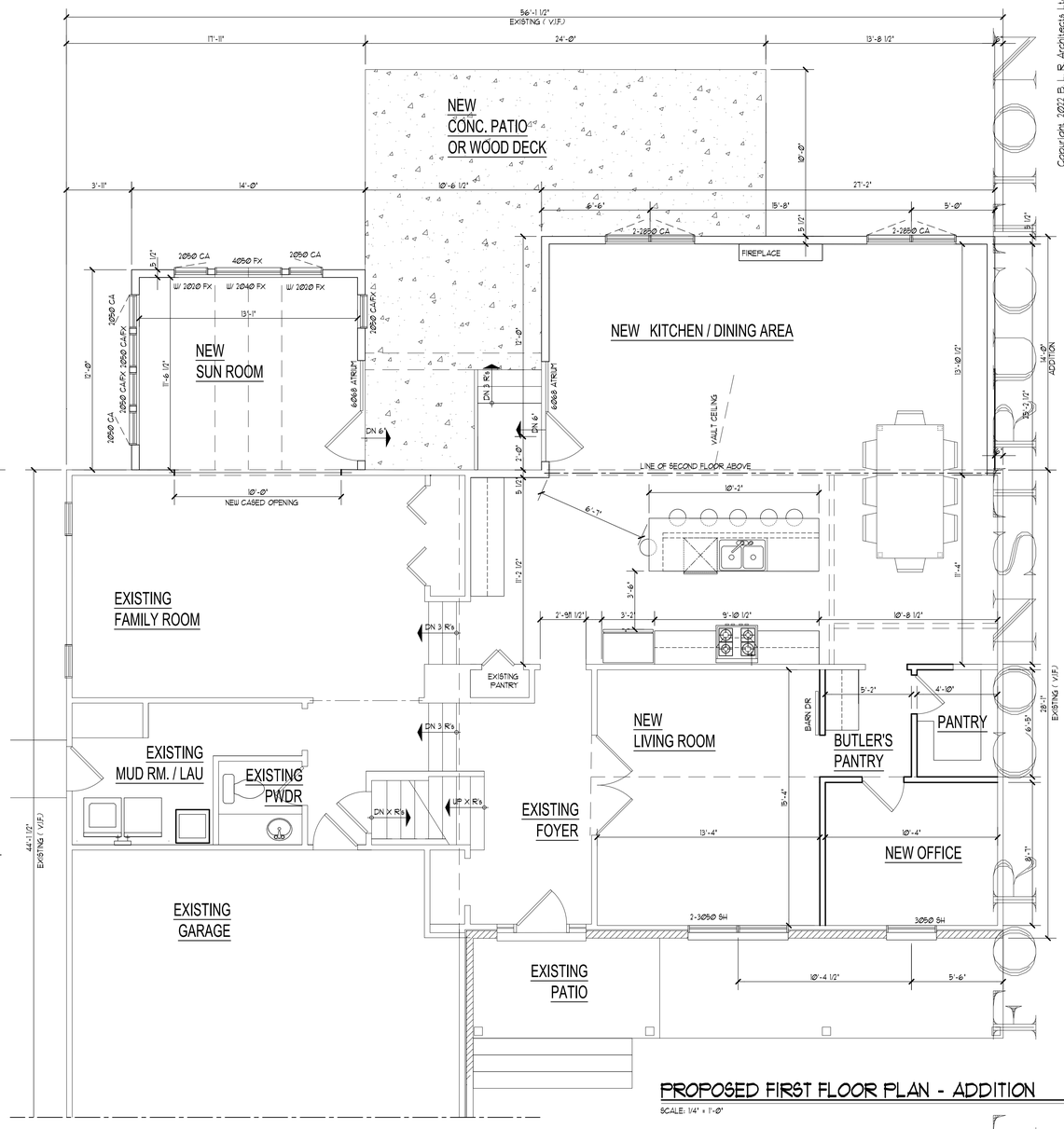
Sheet No. A2

Attachment: EXHIBIT - Floor Plan (940 S. Mallard Court - SU Addition)



EXISTING PARTIAL SECOND FLOOR PLAN
W/ NEW ROOF OF ADDITION BELOW

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



PROPOSED FIRST FLOOR PLAN - ADDITION

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

Copyright, 2022 B. L. R. Architects Ltd.

B. L. R. Architects
Custom Homes Multifamily Additions Consulting
1103 Ogden Avenue
Lisle, Illinois 60532
Phone: 630.435.0100 Fax: 630.435.0107

O'TOOLE RESIDENCE
ADDITION
940 S. MALLARD CT. PALATINE, IL

EXISTING PARTIAL FIRST FLOOR PLAN
W/ NEW PROPOSED ADDITION

REVISIONS:

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	

Drawn By: JM

Job No.:

Date: 02.01.2023

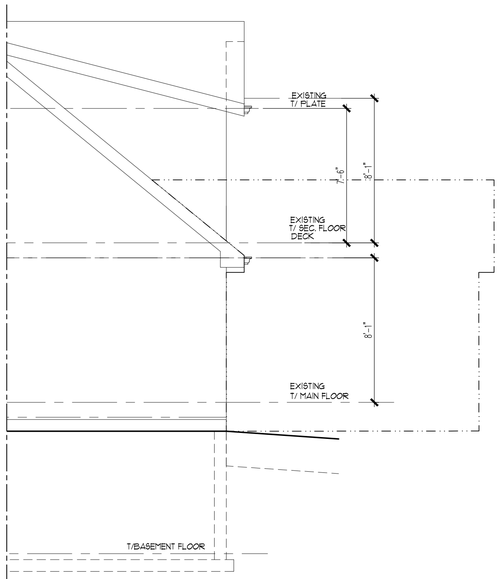
Issued For Permit:

Sheet No. A4

O'TOOLE

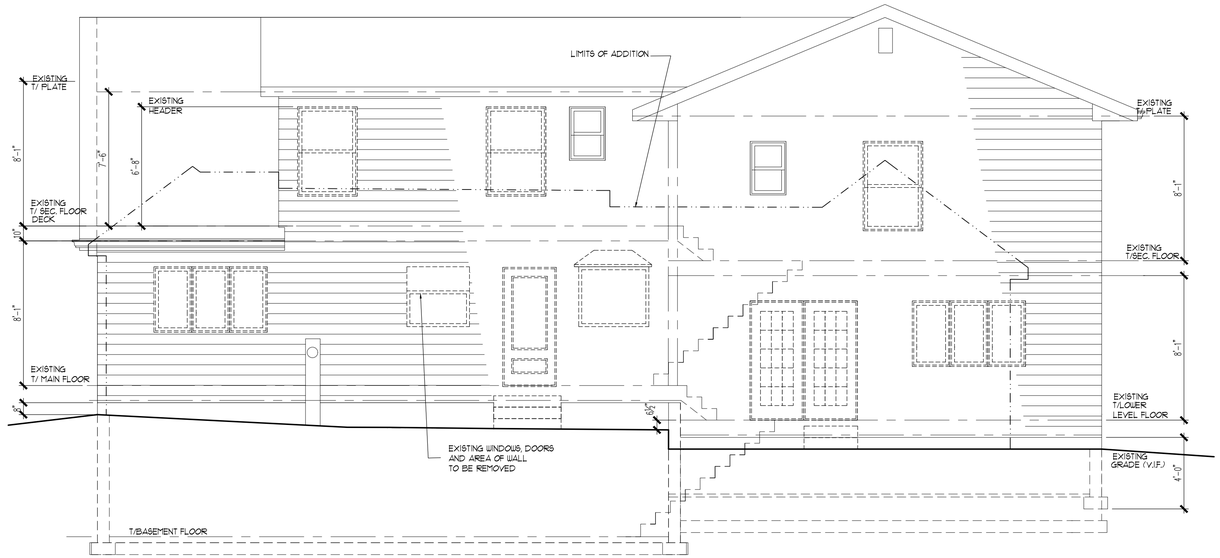
Attachment: EXHIBIT - Floor Plan (940 S. Mallard Court - SU Addition)

ADDITION - O'TOOLE RESIDENCE
940 S. MALLARD CT. PALATINE, IL



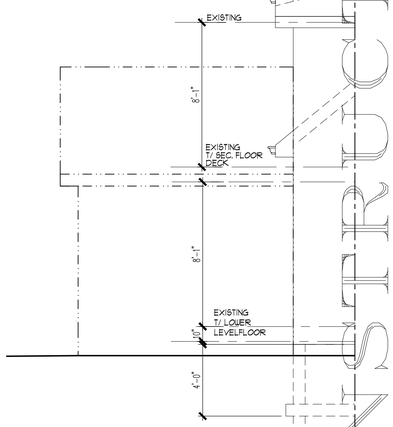
PARTIAL LEFT SIDE ELEVATION
LEFT SIDE ELEVATION- EXISTING

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



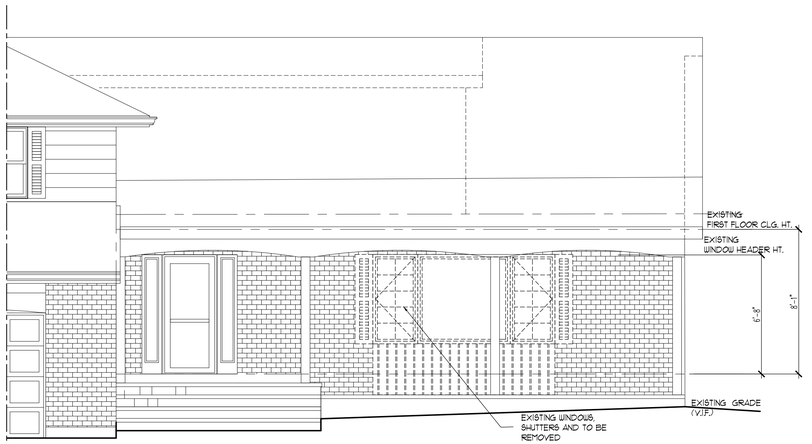
REAR ELEVATION - EXISTING DEMO AREA

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



PARTIAL RIGHT SIDE ELEVATION - EXISTING

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



EXISTING PARTIAL FRONT ELEVATION - DEMO AREA

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

Copyright, 2022 B. L. R. Architects Ltd.

B. L. R. Architects
Custom Homes Multifamily Additions Consulting
1103 Ogden Avenue
Lisle, Illinois 60532
Phone: 630.435.0100 Fax: 630.435.0107

O'TOOLE RESIDENCE
ADDITION
940 S. MALLARD CT. PALATINE, IL

EXIST'G REAR ELEVATION & PARTIL SIDES
PROPOSED ELEVATIONS AND ADDITION

REVISIONS:

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	

Drawn By: JM

Job No.:

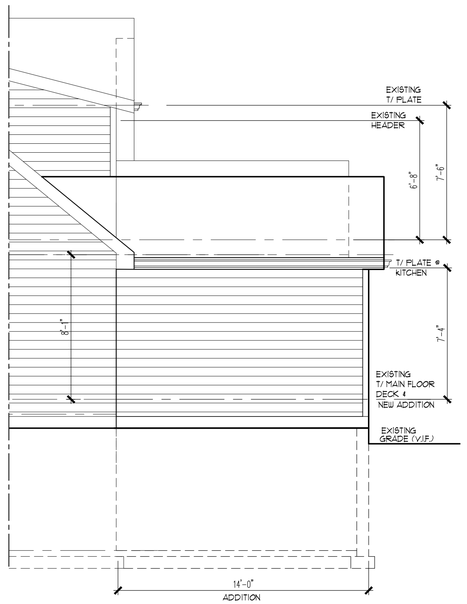
Date: 02.01.2023

Issued For Permit:

Sheet No. A1

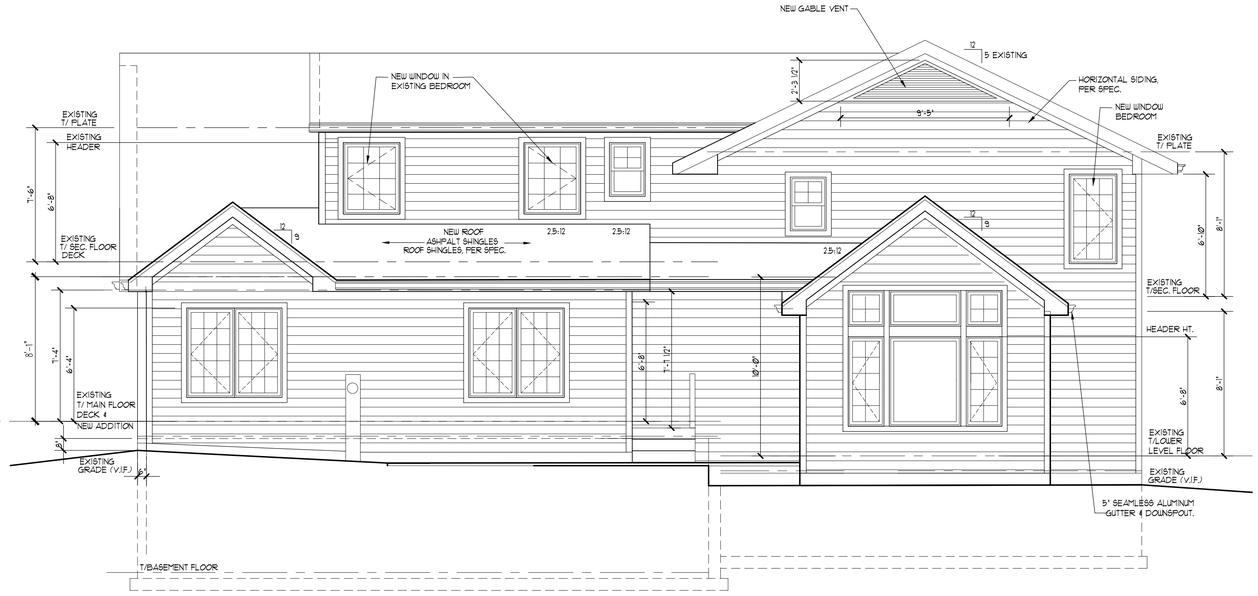
NOT FOR CONSTRUCTION

Attachment: EXHIBIT - Elevations (940 S. Mallard Court - SU Addition)



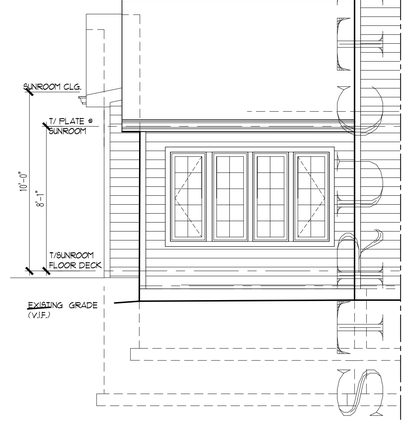
PROPOSED PARTIAL LEFT SIDE ELEVATION

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



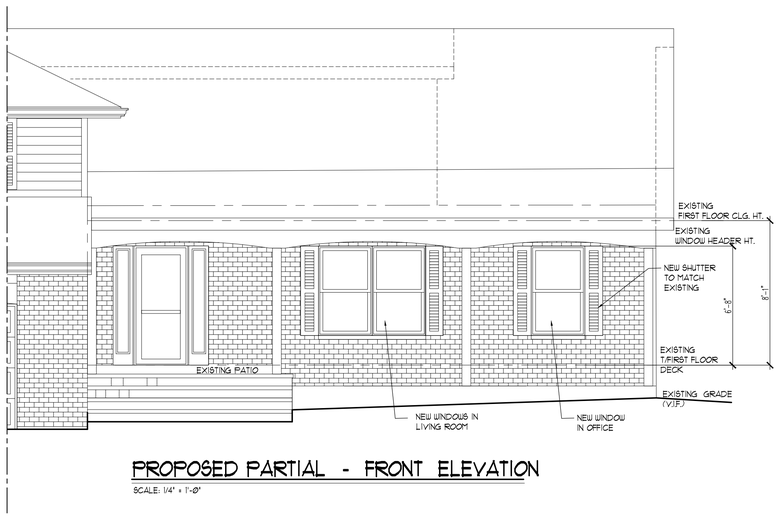
PROPOSED REAR ELEVATION - ADDITION

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



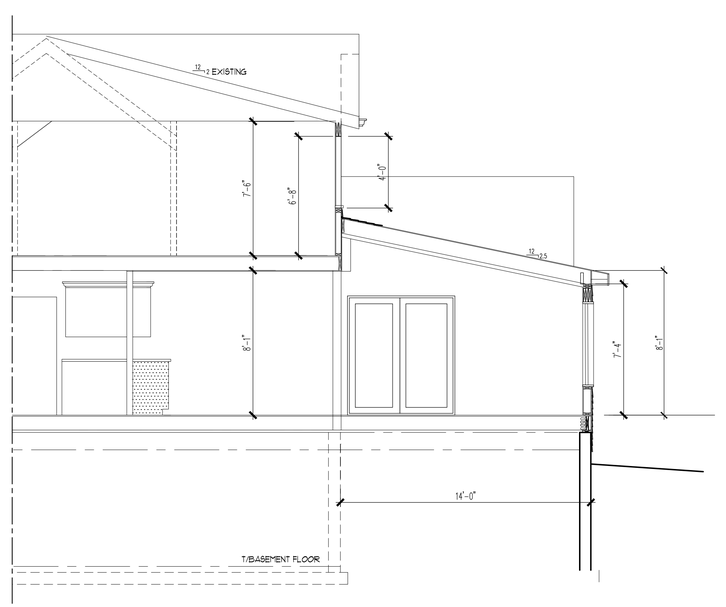
PROPOSED PARTIAL RIGHT SIDE ELEVATION

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



PROPOSED PARTIAL - FRONT ELEVATION

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



BUILDING SECTION THRU - NEW ADDITION

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

Copyright, 2022 B. L. R. Architects Ltd.

B. L. R. Architects
Custom Homes Multifamily Additions Consulting
1103 Ogden Avenue
Lisle, Illinois 60532
Phone: 630.435.0100 Fax: 630.435.0107

O'TOOLE RESIDENCE
ADDITION
940 S. MALLARD CT. PALATINE, IL

PROPOSED ELEVATIONS
NEW ADDITION

NOT FOR CONSTRUCTION

REVISIONS:

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	

Drawn By: JM

Job No.:

Date: 02.01.2023

Issued For Permit:

Sheet No. A5

Attachment: EXHIBIT - Elevations (940 S. Mallard Court - SU Addition)

VILLAGE OF PALATINE

VILLAGE OF PALATINE
Zoning Board of Appeals

SCHEDULED 03/28/23 07:00 PM

CASE STAFF STATEMENT (ID # 8232)

940 S. Mallard Court

TO: Palatine Zoning Board of Appeals
Jan Wood, Chair

FROM: Alex Bradshaw

PETITIONER: Dan O'Toole

CASE NUMBER: SU-000017-2023

ADDRESS: 940 S. Mallard Court

PROPOSAL:
Special Uses to permit an addition to be set back 37 feet from the rear lot line, instead of the minimum required 45 feet; and to be set back 32 feet from the side lot line abutting a street, instead of the minimum required 35 feet.

LOCATION:	940 S. Mallard Court District 2 (Lamerand)	**CURRENT ZONING:**	R-1B Single-Family Residential

SURROUNDING CONDITIONS:

North:	R-1B Single-Family Residential
South	R-1B Single-Family Residential
East:	R-1B Single-Family Residential
West:	R-1B Single-Family Residential

BACKGROUND:
The Petitioner is proposing to construct a home addition off the rear of their existing single-family residence. The proposed addition will encroach approximately 8 feet into the required rear yard setback, and will encroach approximately 3 feet into the required side yard abutting a street setback. Therefore, the Petitioner is requesting:

> **Special Uses to permit an addition to be set back 37 feet from the rear lot line, instead of the minimum required 45 feet; and to be set back 32 feet from the side lot line abutting a street, instead of the minimum required 35 feet.**

SITE ANALYSIS:

- The Subject Property is zoned R-1B Single-Family and is part of the Hunting Ridge

Attachment: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)

Unit No. 2 Subdivision. The Subject Property is approximately 12,350 sf, and the lot currently consists of a two-story home that is legally non-conforming to the required 35 foot side yard abutting a street setback for an R-1B zoned property. The existing setback in the side yard abutting S. Mallard Drive is approximately 29 feet.

- The Petitioner is seeking a Special Use to permit an addition to the rear of their house to be set back 39 feet from the rear lot line, instead of the required 45 feet, and for an addition to be set back 34 feet from the side lot line abutting a street. The proposed addition will not encroach into the required interior side yard setback.
- Based on Staff's review of the Subject Property, the required setbacks are restricting the property to the point where any addition to the primary structure would require zoning relief.
- Both building and lot coverage are well under the maximum percentage allowed by the Zoning Ordinance.
- The Petitioner's requested relief is similar to the Special Use granted to their neighbor at 936 S. Mallard Ct in August 2022, which was for an addition to be set back 21 feet from the rear lot line, instead of the required 45 feet (O-79-22). Observations made by Staff during the 936 S. Mallard Ct review found that two other lots on S. Mallard Ct, 934 & 938, have rear yard setbacks between 25 - 30 feet.

DEPARTMENTAL REVIEWS:

Community Services	No Issues Identified.
Engineering	No Issues Identified.
Environmental Health	N/A
Fire Prevention	N/A
Public Works	N/A
Police	N/A

STANDARDS FOR SPECIAL USE: Since this Petition is not for a use publicly operated or traditionally affected with the public interest, those standards under Section 14.05 D (2) and (3) are applicable. Specifically, the Petitioners must show that the Special Use, if granted, is so designed, located, and proposed to be operated that the public health, safety, and welfare will be protected and will not cause substantial injury to the value of other property in the neighborhood in which it is located. The Petitioners have attempted to address the required standards.

STAFF RECOMMENDATION:
The Petitioner is proposing to construct a home addition off the rear of their existing residence. The Subject Property is existing legally non-conforming to the required side yard abutting a street setback, and could not expand the existing home in any way, without some form of zoning relief. Additionally, as comparable setback relief was

Attachment: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)

recently granted to a property two lots away (936 S. Mallard Ct), and no issues where identified by either Community Services or Engineering, the proposal should not cause any substantial injury to the value of the other properties in the surrounding neighborhood. Therefore, Staff recommends approval of the requested Special Use, subject to the following condition:

1. The Special Use shall substantially conform to the Site Plan and Elevations submitted by the Petitioner, Dan O'Toole, except as such plans may be changed to conform to the Village's Codes and Ordinances.

ATTACHMENTS:

- Aerial Map
- Special Use Application
- Plat of Survey
- Site Plan
- Floor Plan
- Elevations
- Public Notice

Attachment: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)

GISConsortium

940 S. Mallard Court

0 100 200 ft

Print Date: 3/23/2023

Notes

Cook County Aerial 2020

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: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)

VILLAGE OF PALATINE

SPECIAL USE APPLICATION

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

Petitioner Name

Daniel O'Toole

Business Name (if applicable)

Subject Property Address

940 S. Mallard Court

Please provide a description of your proposed request:

We would like to add a 27' x 14' addition to the back of our house to accommodate a kitchen remodel as well as to add a family room open to the new kitchen. In addition to that, we would also like to build 12' x 14' three seasons room.

Petitioner Justification

Special Uses shall not be granted except on findings based upon the evidence in each specific case. Please address the following standards as these will be used in considering the specific relief you are seeking.

That use deemed necessary for the public convenience at that location. Explain:

This project will be of great benefit to our family and will allow us to enjoy and invest in our home for many years to come. Great care will be taken to ensure the additions look like a natural extension of the original house and will add to the overall character of the neighborhood.

The use is designed, located, and proposed to be operated that the public health, safety, welfare will be protected. Explain:

This project will be done to meet all applicable codes and standards and will not be detrimental to the public health, safety or welfare of the neighborhood.

The use will not cause substantial injury to nearby property values. Explain:

Additional square footage to make the home more modern, appealing and useful will not affect nearby property values in a negative way.

Attachment: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)

In order to supplement the above standards, the Zoning Board of may also consider the following:

With respect to front yard fencing and fencing in a rear yard/side yard abutting a street, the following additional standards must be met:

a. Will meet the following aesthetic criteria:

i. Will not destroy existing vistas in the area;

ii. Will enhance the appearance of the homes and the streets in the area; and

iii. Will not detract from the overall appearance of the community; or

b. The fencing is found to be necessary to protect private property or the safety of the inhabitants of the property.

Attachment: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)

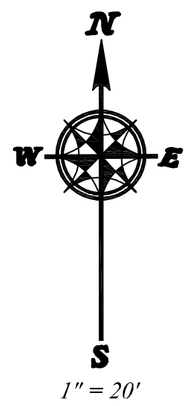
MURRY AND MOODY, LTD.

Land Surveyors

Illinois Professional Land Surveying Firm Corporation License No. 184–002845

933 S. Plum Grove Road, Suite 101
Palatine, Illinois 60067

www.murrysurvey.com *info@murrysurvey.com* *Phone: (847)358–5960*



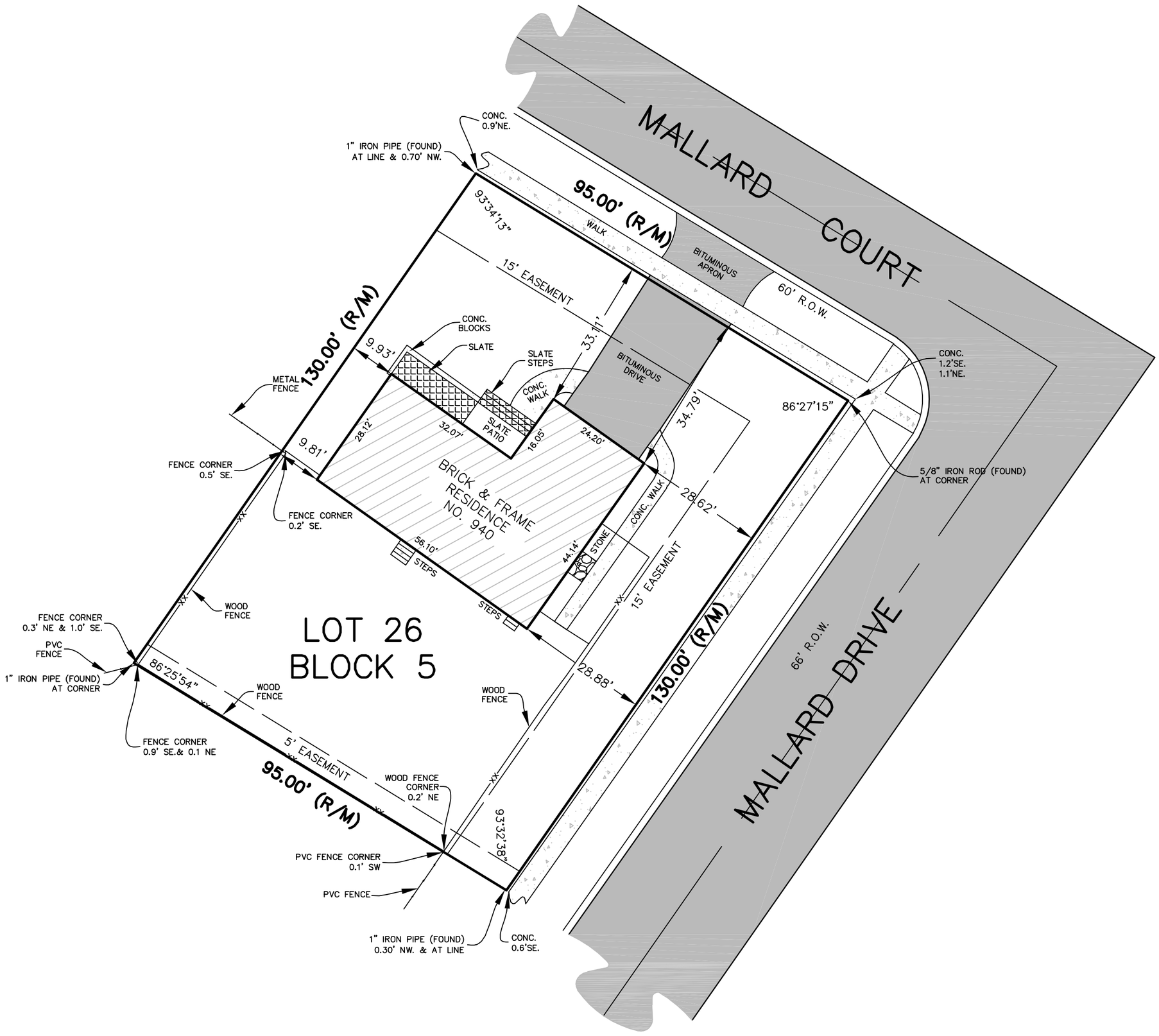
1" = 20'

PLAT OF SURVEY

OF

LOT 26 IN BLOCK 5 IN HUNTING RIDGE UNIT NO. 2, BEING A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF SECTION 28, TOWNSHIP 42 NORTH RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 14, 1969 AS DOCUMENT 20809410, IN COOK COUNTY, ILLINOIS.

AREA = 12,322.62± S.F. / 0.283 ACRE



LEGEND AND NOTES

Dimensions shown thus: 50.25 are feet and decimal parts thereof. Angular data shown thus: 90°00'00" indicate degrees, minutes and seconds.

50.25 / N 90°00'00" E indicates measure dimension / bearing.
(50.25) / (N 90°00'00" E) indicates record dimension / bearing.
[50.25 d] / [N 90°00'00" E d] indicates deed dimension / bearing.

Bearings shown hereon, if any, per local or assumed data, unless shown otherwise.

Compare your points before using same and report any differences immediately.

Check legal description with deed or title policy and report any discrepancy immediately. Building lines and easements, if any, shown hereon are as shown on the recorded subdivision plat or as indicated.

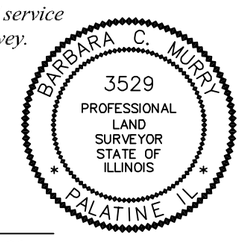
Order Number: 22-1393
Survey Made For: Daniel O'toole

STATE OF ILLINOIS } S.S.
COUNTY OF COOK }

I, Barbara C. Murry, an Illinois Professional Land Surveyor, do hereby certify that I have surveyed the above described property, and that the above plat is a correct representation of said survey and that this professional service conforms to the current Illinois minimum standards for a boundary survey.

Date of completion of field work: December 22, 2022

Palatine, Illinois: December 23, 2022

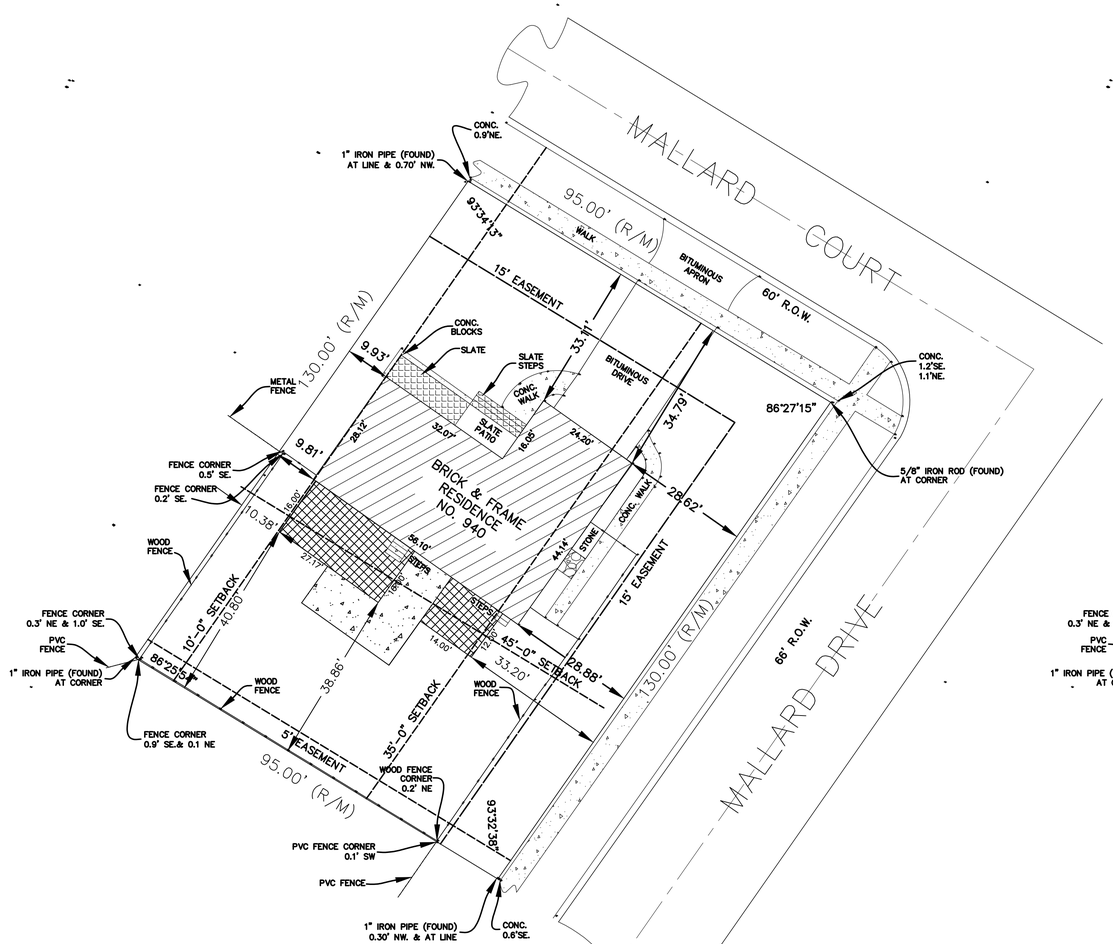


Illinois Professional Land Surveyor - Barbara C. Murry 035-003529
License Renewal date: November 30, 2024

Project Number: 22139300
Field Book: 370L36-37
Drawing File: 22139300.dwg

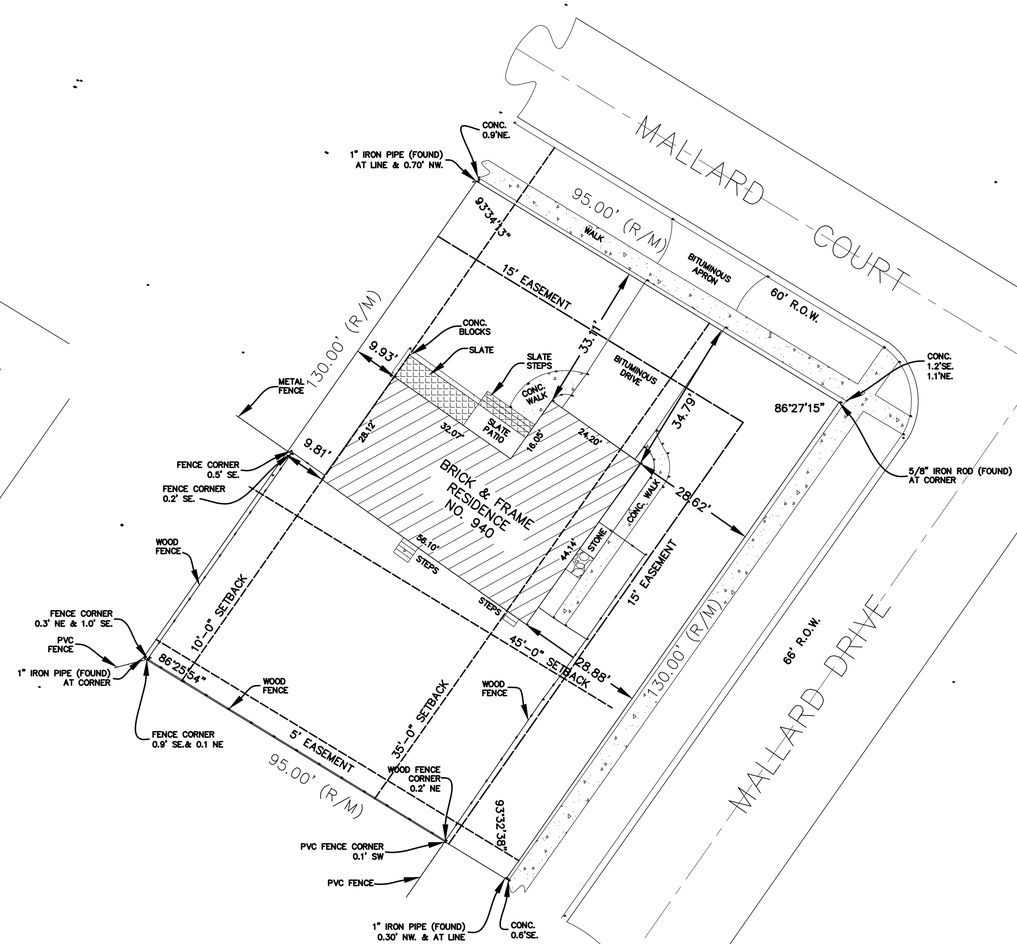
Attachment: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)

ADDITION - O'TOOLE RESIDENCE
940 S. MALLARD CT. PALATINE, IL



SITE PLAN (W/ PROPOSED ADDITION)

SITE PLAN (W/ PROPOSED ADDITION)	
EXISTING HOUSE & ADDITION	2,776 Sq.Ft.
NEW LOT COVERAGE	4,152 Sq.Ft.



EXISTING SITE (REQIREMENT)

EXISTING SITE (REQIREMENT) R-2		
LOT SIZE:	130.0' X 95.0'	12,350 Sq.Ft.
BUILDING COV.	30% OF LOT SIZE	3,705 Sq.Ft.
LOT COV.	40% OF LOT SIZE	4,940 Sq.Ft.
REAR SETBACK	45'-0"	
SIDE SETBACK	9.81'	
SIDE SETBACK	35'-0" STREET SIDE	
EXISTNG HOUSE		2,158 Sq.Ft.
EXISTNG LOT COV.		3,283 Sq.Ft.

NOT FOR CONSTRUCTION

Copyright, 2022 B. L. R. Architects Ltd.

B. L. R. Architects
Custom Homes Multifamily Additions Consulting
1103 Ogden Avenue
Lisle, Illinois 60532
Phone: 630.435.0100 Fax: 630.435.0101

O'TOOLE RESIDENCE
ADDITION
940 S. MALLARD CT. PALATINE, IL

EXISTING SITE PLAN REQUIREMENTS & PROPOSED ADDITION

REVISIONS:

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	

Drawn By: JM

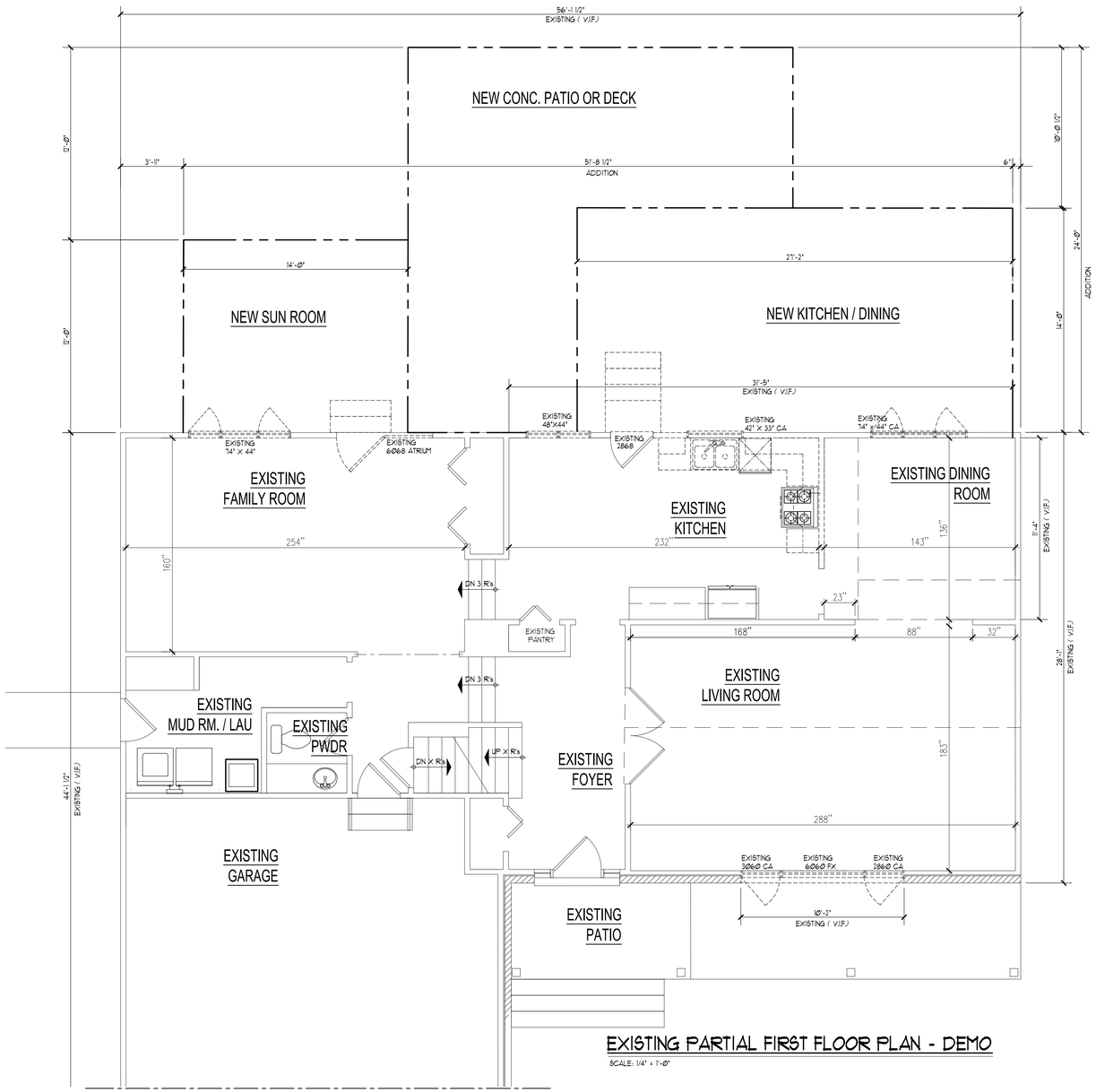
Job No.:

Date: 02.01.2023

Issued For Permit:

Sheet No. CO

Attachment: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)



EXISTING PARTIAL FIRST FLOOR PLAN - DEMO

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

NOT FOR CONSTRUCTION

Copyright, 2022 B. L. R. Architects Ltd.

B. L. R. Architects
Custom Homes Multifamily Additions Consulting
1103 Ogden Avenue
Lisle, Illinois 60532
Phone: 630.435.0100 Fax: 630.435.0107

O'TOOLE RESIDENCE
ADDITION
940 S. MALLARD CT. PALATINE, IL
EXISTING CONDITIONS - DEMO

REVISIONS:

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	

Drawn By: JM

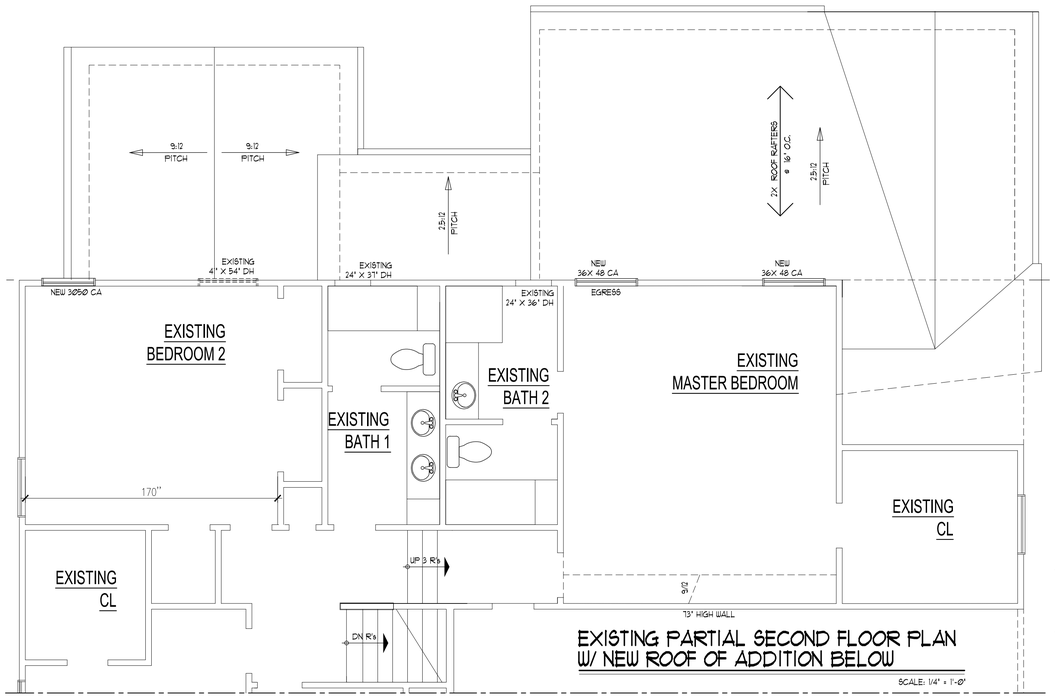
Job No.:

Date: 02\01\2023

Issued For Permit:

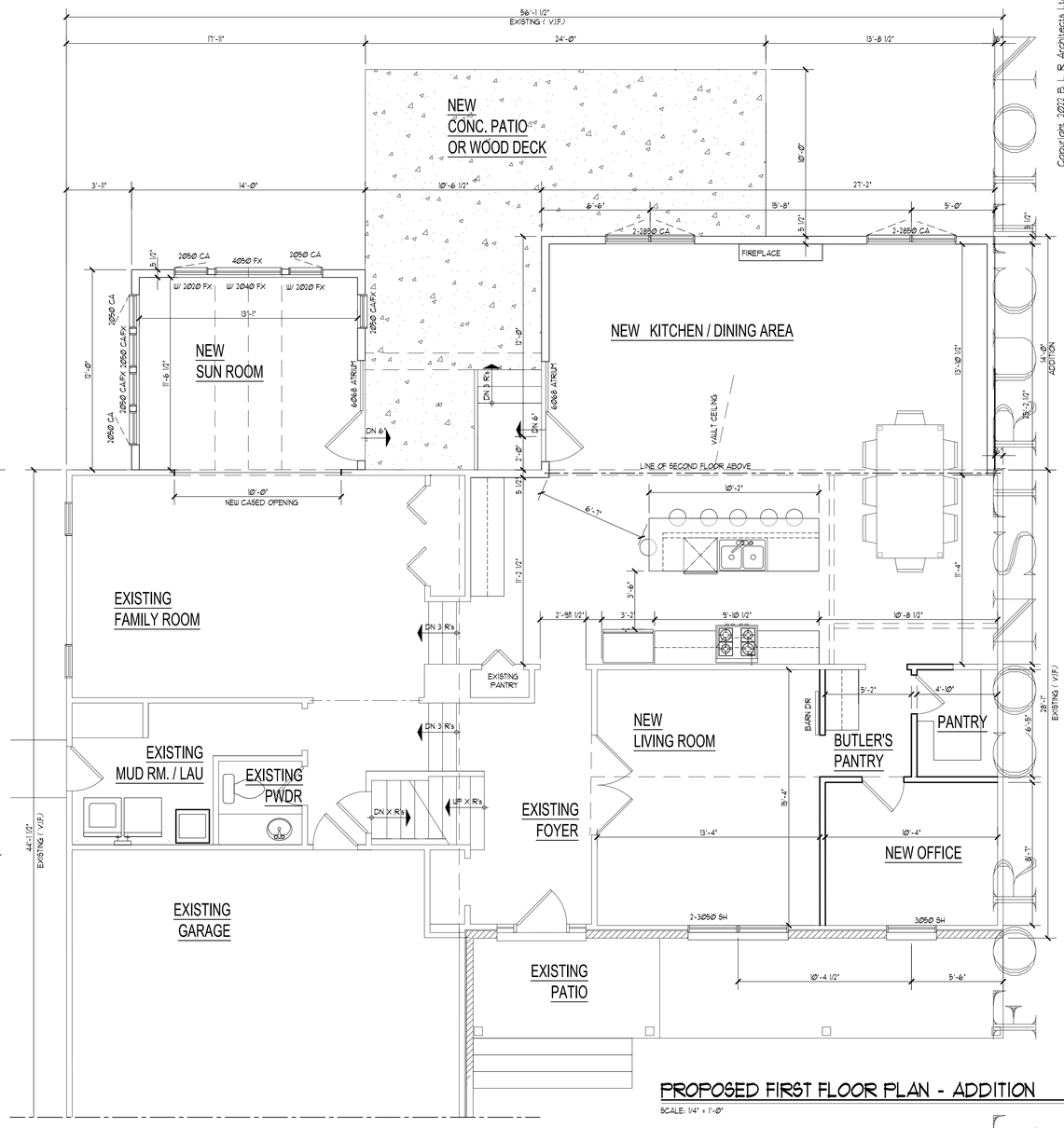
Sheet No. A2

Attachment: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)



EXISTING PARTIAL SECOND FLOOR PLAN
W/ NEW ROOF OF ADDITION BELOW

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



PROPOSED FIRST FLOOR PLAN - ADDITION

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

Copyright, 2022 B. L. R. Architects Ltd.

B. L. R. Architects
Custom Homes Multifamily Additions Consulting
1103 Ogden Avenue
Lisle, Illinois 60532
Phone: 630.435.0100 Fax: 630.435.0107

O'TOOLE RESIDENCE
ADDITION
940 S. MALLARD CT. PALATINE, IL

EXISTING PARTIAL FIRST FLOOR PLAN
W/ NEW PROPOSED ADDITION

REVISIONS:

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	

Drawn By: JM

Job No.:

Date: 02.01.2023

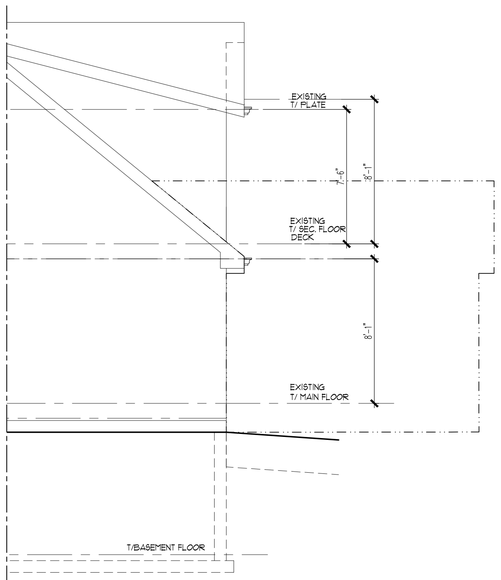
Issued For Permit:

Sheet No. A4

NORTH

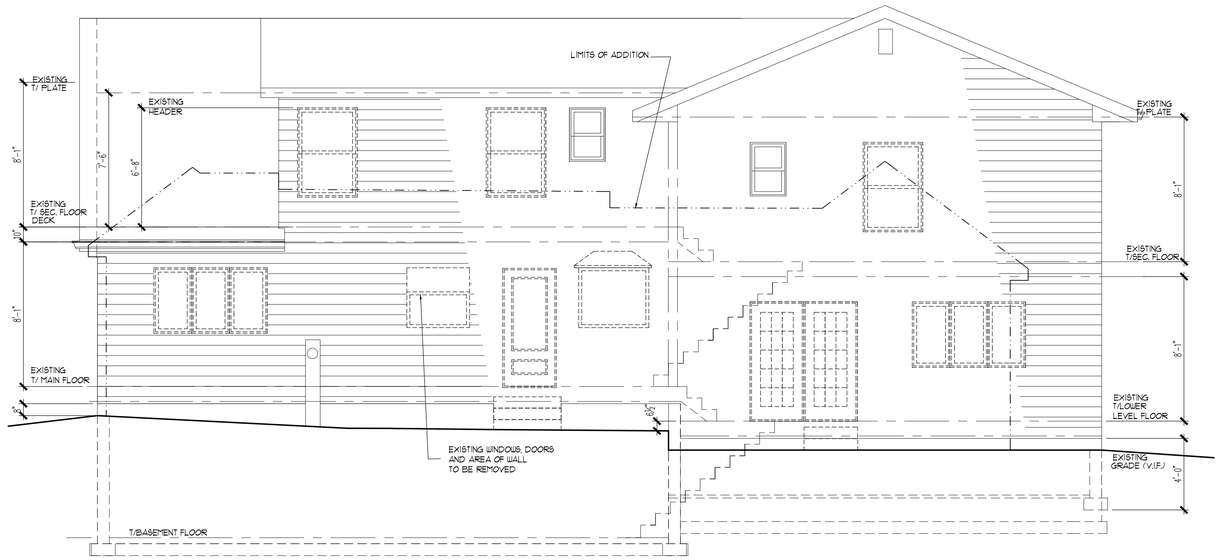
Attachment: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)

ADDITION - O'TOOLE RESIDENCE
940 S. MALLARD CT. PALATINE, IL



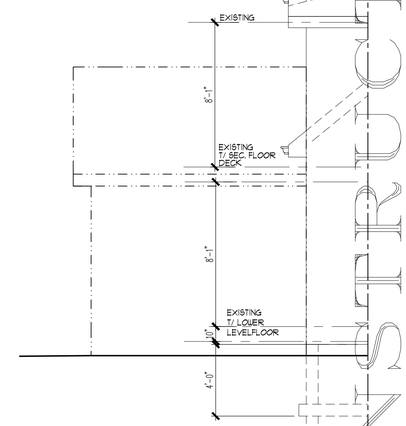
PARTIAL LEFT SIDE ELEVATION
LEFT SIDE ELEVATION- EXISTING

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



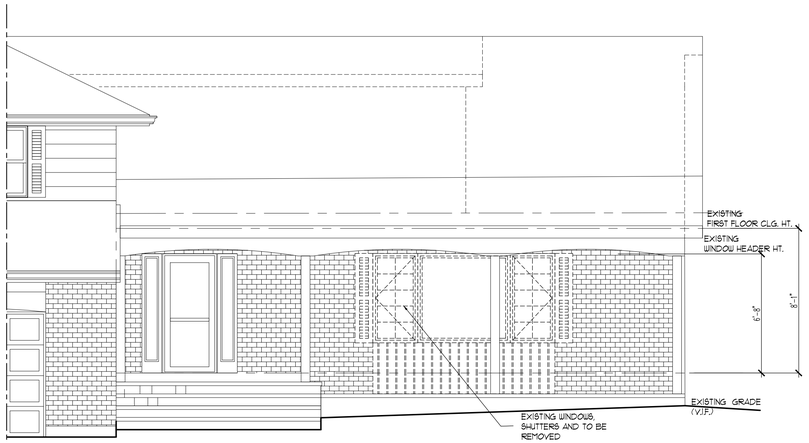
REAR ELEVATION - EXISTING DEMO AREA

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



PARTIAL RIGHT SIDE
ELEVATION - EXISTING

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



EXISTING PARTIAL
FRONT ELEVATION - DEMO AREA

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

Copyright, 2022 B. L. R. Architects Ltd.

B. L. R. Architects
Custom Homes Multifamily Additions Consulting
1103 Ogden Avenue
Lisle, Illinois 60532
Phone: 630.435.0100 Fax: 630.435.0101

O'TOOLE RESIDENCE
ADDITION
940 S. MALLARD CT. PALATINE, IL

EXIST'G REAR ELEVATION & PARTIL SIDES
PROPOSED ELEVATIONS AND ADDITION

REVISIONS:

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	

Drawn By: JM

Job No.:

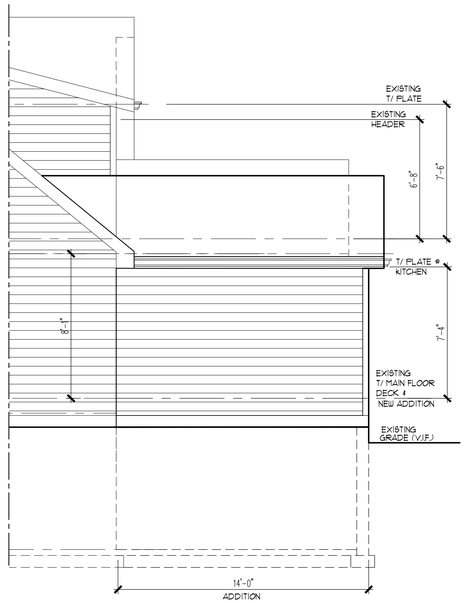
Date: 02.01.2023

Issued For Permit:

Sheet No. A1

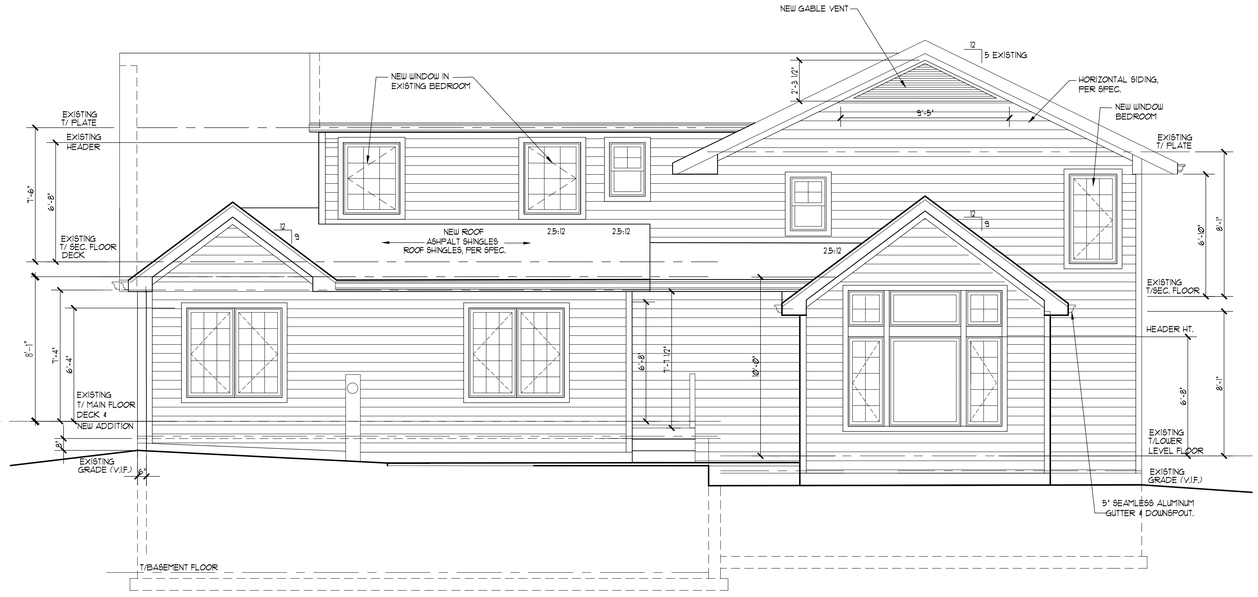
NOT FOR CONSTRUCTION

Attachment: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)



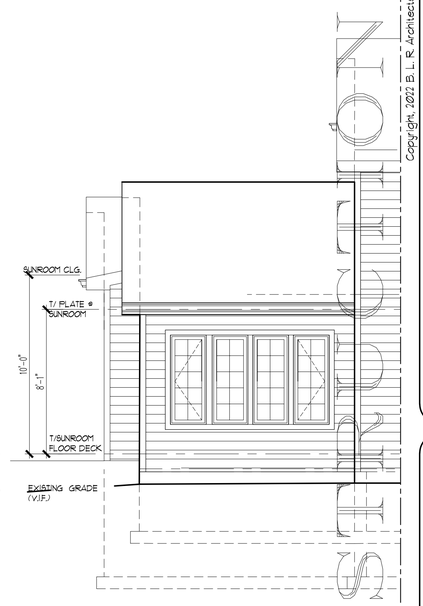
PROPOSED PARTIAL LEFT SIDE ELEVATION

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



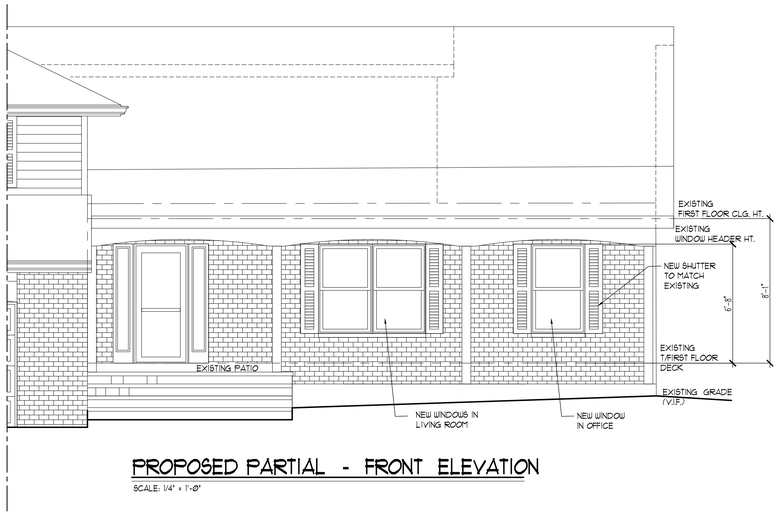
PROPOSED REAR ELEVATION - ADDITION

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



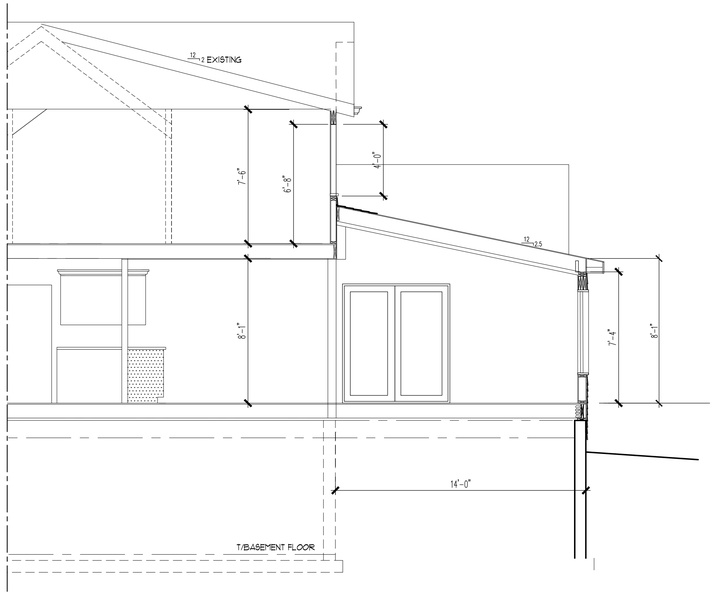
PROPOSED PARTIAL RIGHT SIDE ELEVATION

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



PROPOSED PARTIAL - FRONT ELEVATION

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



BUILDING SECTION THRU - NEW ADDITION

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

NOT FOR CONSTRUCTION

Copyright, 2022 B. L. R. Architects Ltd.

B. L. R. Architects
Custom Homes Multifamily Additions Consulting
1103 Ogden Avenue
Lisle, Illinois 60532
Phone: 630.435.0100 Fax: 630.435.0107

O'TOOLE RESIDENCE
ADDITION
940 S. MALLARD CT. PALATINE, IL

PROPOSED ELEVATIONS
NEW ADDITION

REVISIONS:

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	

Drawn By: JM

Job No.:

Date: 01.01.2023

Issued For Permit:

Sheet No. A5

Attachment: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)

PUBLIC NOTICE
A Public Hearing will be held before the Palatine Zoning Board of Appeals on Tuesday, March 28, 2023 at 7 PM, in the Village Council Chambers at Palatine Village Hall, 200 E. Wood Street, relative to a request for the following:
Special Uses to permit an addition to be set back 37 feet from the rear lot line, instead of the minimum required 45 feet; and to be set back 32 feet from the side lot line abutting a street, instead of the minimum required 35 feet.
The property is commonly known as 940 S. Mallard Court.
The Petitioner is proposing to construct a home addition off the rear of their existing single-family residence. The proposed addition will encroach approximately 8 feet into the required rear yard setback, and will encroach approximately 3 feet into the required side yard abutting a street setback.
The above petition has been filed by Dan O'Toole and is available for examination in the office of the Village Clerk, 200 E. Wood Street.
FILE #:SU-000017-2023
VILLAGE OF PALATINE
Jan Wood, Chair
Palatine Zoning Board of Appeals
DATED: This 13th day of March, 2023
Published in Daily Herald March 13, 2023 (4596672)

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Northwest Suburbs

Daily Herald

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 **Northwest Suburbs DAILY HERALD**. That said **Northwest Suburbs DAILY HERALD** is a secular newspaper, published in Arlington Heights, Cook County, State of Illinois, and has been in general circulation daily throughout Cook County, continuously for more than 50 weeks prior to the firs Publication of the attached notice, and a newspaper as defined by 715 ILCS 5/5

I further certify that the **Northwest Suburbs DAILY HERALD** is a newspape 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 03/13/2023
in said **Northwest Suburbs DAILY HERALD**. This notice was also placed o a statewide public notice website as required by 5 ILCS 5/2.1.

BY Paula Raetz
Designee of the Publisher of the Daily Herald

Control # 4596672

PADDOCK PUBLICATIONS, INC. Corporate SEAL ILLINOIS

Attachment: ZBA Materials including Public Notice - March 28, 2023 (940 S. Mallard Court - SU Addition)

III. PUBLIC HEARING

1. 940 S. Mallard Court

Notice was published in the Daily Herald on March 13, 2023 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

1. Application for Special Use
2. Proof of Ownership
3. Plat of Survey
4. Site Plan
5. Floor Plan
6. Elevations
7. Public Notice

Sworn in staff: Mr. Alex Bradshaw

Sworn in the petitioner: Mr. Daniel O'Toole 940 S. Mallard Ct
Mr. O'Toole stated they have been in the house for 6 years and married for 12. He stated after 5-6 years they have decided to make their forever home they want to have a 3 season porch off the side of the house and an addition off existing kitchen. Mr. O'Toole explained they will be changing the layout to update the floor plan.

Mr. McGinn asked if they spoke to the neighbors.
Mr. O'Toole answered yes, and everyone seems to be on board.

Mr. Pirog asked if there is flooding issues.
Mr. O'Toole answered no, not aware of any.

Mr. Cavanaugh asked if there was fencing.
Mr. O'Toole answered yes in the back and have plans to remove because it is worn.

Ms. Wood asked if they need the size requested.
Mr. O'Toole explained that the requested size is to accommodate the new floor plan, pointing out the new family room addition is approx. size of existing family room.

Mr. Pirog asked if the patio is existing.
Mr. O'Toole answered no. He explained the architect included patio because they spoke about it, but the patio is not part of the project.

Ms. Wood clarified it will be a 3 season room.
Mr. O'Toole answered yes. He stated the original home owner had one in almost the same location.

Attachment: DRAFT ZBA Minutes - March 28, 2023 (940 S. Mallard Court - SU Addition)

Mr. Bradshaw gave a brief overview stating the subject property is zoned R-1B single family consisting of a two story home that is legally non-conforming to the required 35ft side yard setback with an existing setback of 29ft. He stated any addition to the structure would require zoning relief. He stated both building and lot coverage are well under the maximum percentage allowed. Mr. Bradshaw pointed out the request is similar to a special use that was granted for the neighboring property at 936 S. Mallard Ct. He stated upon staff review two other lots on Mallard Ct that have comparable rear yard setbacks. Mr. Bradshaw stated Community Services and Engineering have reviewed and no issues that were identified.

STAFF RECOMMENDATION:

The Petitioner is proposing to construct a home addition off the rear of their existing residence. The Subject Property is existing legally non-conforming to the required side yard abutting a street setback, and could not expand the existing home in any way, without some form of zoning relief. Additionally, as comparable setback relief was recently granted to a property two lots away (936 S. Mallard Ct), and no issues where identified by either Community Services or Engineering, the proposal should not cause any substantial injury to the value of the other properties in the surrounding neighborhood. Therefore, Staff recommends approval of the requested Special Use, subject to the following condition:

1. The Special Use shall substantially conform to the Site Plan and Elevations submitted by the Petitioner, Dan O'Toole, except as such plans may be changed to conform to the Village's Codes and Ordinances.

There were no further questions. The public hearing was closed.

Mr. Cavanuagh made a motion to approve subject staff's conditions; seconded by Mr. McGinn

DELIBERATIONS:

Mr. Cavanaugh pointed out the cul-de-sac has unique shaped lots and being on a corner creates new issues. He stated it is a very unique circumstance and in line with the neighborhood.

Ms. Wood stated she sees no injury to value of the surrounding properties. She stated there are similar properties and makes sense with the configuration of this property. Ms. Wood stated it is not too far into setbacks and looks like it will be done in nice way. She stated it meets the standards.

Ms. Wood summarized that this request has met the standards and was unanimously approved by a vote of 4-0. This item will tentatively go to Village Council on April 10, 2023.

Attachment: DRAFT ZBA Minutes - March 28, 2023 (940 S. Mallard Court - SU Addition)

RESULT:	**RECOMMENDED TO APPROVE [UNANIMOUS]**
MOVER:	Kevin Cavanaugh, Commissioner
SECONDER:	Theodore McGinn, Commissioner
AYES:	Wood, McGinn, Cavanaugh, Pirog
ABSENT:	Roth-Wurster, Luszczak

Attachment: DRAFT ZBA Minutes - March 28, 2023 (940 S. Mallard Court - SU Addition)

Consider an Ordinance Granting a Special Use to Permit an Antennae Tower Structure at 640 W. Colfax Street

BACKGROUND:
The Petitioner is proposing to construct a new antennae tower structure to assist in ComEd's communication and service monitoring activities. The proposed tower will be located approximately 133 feet from the closest residential property to the west of ComEd's access drive. The proposed tower is completely within an existing 12-foot-tall fence that surrounds the perimeter of the Subject Property and the peak height of the tower/antenna will be 104 feet. Therefore, the Petitioner is requesting approval of the following:

> **Special Use to permit the height of an antennae tower structure to be 104 feet, instead of the maximum permitted 80 feet.**

KEY ISSUES:
- The Petitioner is proposing to construct a new tower structure for use as a receiving and transmitting antennae. The peak height of the proposed tower is 104 feet, and each antenna is just under five feet long and used to support existing and future ComEd monitoring and sensing devices in Palatine-area distribution circuits. The additional antennas will be placed at descending levels on the tower.
- Per Code, the height of a single user tower shall not exceed 80 feet, measured from grade to the top of the tower.
- The proposed structure will be approximately 133 feet from the nearest non-ComEd owned property to the west (residential). ComEd owns the lot (access drive) west of their site. There is also a buffer of densely planted trees and shrubs between a large portion of the Subject Property and the residential properties to the west.
- ComEd indicates that the structure represents implementation components of its "smart grid" initiative. Through using the ComEd-only radio frequency network, the tower monitors sensors and devices to ultimately promote steady voltage throughout its systems and, as importantly, limit disruption impacts. This wireless system will then efficiently dispatch crews to precise locations.
- Per the submitted height exhibit of existing structures at the site, there are at least five other existing structures that equal or exceed the 80 foot maximum height, including two that are taller than the proposed tower structure at 107 feet tall and 134 feet tall.
- In October of 2017, variations (#O-131-17) were granted to permit ComEd to construct a 12-foot tall barbed wire fence around the perimeter of the Subject Property. The justification for the fence at the time was to protect the facility from theft and protect trespassers from high voltage electrical hazards.

ALTERNATIVES:
1. Approve the Special Use to permit the height of an antennae tower structure to be 104 feet, instead of the maximum permitted 80 feet.
2. Do not approve the Special Use to permit the height of an antennae tower structure to be 104 feet, instead of the maximum permitted 80 feet.

RECOMMENDATION:
Public Hearing: March 28, 2023

Residents testifying:	2 residents spoke about concerns with inadequate landscape screening, commercial vehicles idling on the access drive, and interruption of radio wave frequencies; 1 resident testified in support indicating that it will not cause substantial injury to property values, considering what exists presently.
Vote:	The Zoning Board of Appeals voted 3-0 to recommend approval of the request and Staff concurs.

ACTION REQUIRED:
A motion to approve an ordinance granting a Special Use to permit the height of an antennae tower structure to be 104 feet, instead of the maximum permitted 80 feet at 640 W. Colfax Street.

ATTACHMENTS:

- Aerial Map
- ORD SU - 640 W Colfax Street
- EXHIBIT - Site Plan
- EXHIBIT - Structure Elevation
- EXHIBIT - Proposed and Existing ComEd Structure Height Exhibit
- ZBA Materials including Public Notice - March 28, 2023
- DRAFT ZBA Minutes - March 28, 2023

GISConsortium

640 W. Colfax Street

Attachment: Aerial Map (640 W. Colfax Street - SU Antennae Tower)

0 500 1000 ft

Print Date: 3/23/2023

Notes

Cook County Aerial 2020

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.

ORDINANCE NO. _____

AN ORDINANCE GRANTING A SPECIAL USE FOR
640 W. COLFAX STREET

WHEREAS, pursuant to a petition and public hearing on March 28, 2023, of which public notice was given as required by law, the Zoning Board of Appeals of the Village of Palatine, in accordance with the Zoning Ordinance of the Village of Palatine, in such case made and provided, has held such public hearing and reported their findings relative to a request for a request for a Special Use to permit the height of an antennae/tower structure to be 104 feet, instead of the maximum permitted 80 feet pursuant to Section 6.02 (b) (3) (a) and Section 6.02 (h) of the Palatine Zoning Ordinance, on the following legally described property:

02-15-102-093: LOT 37 IN PLAT OF SUBDIVISION, CHARTER HALL, BEING A SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.

02-15-109-006: PARCEL ONE: THE EAST 20 FEET OF THE WEST 1/2 OF THE NORTHWEST 1/4 OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING SOUTH OF THE SOUTHERLY RIGHT-OF-WAY LINE OF OLD NORTHWEST HIGHWAY, IN COOK COUNTY, ILLINOIS. PARCEL TWO: LOT 1 (EXCEPT THE SOUTHERLY 50 FEET THEREOF) IN VIDALS' INDUSTRIAL SUBDIVISION, BEING A PART OF THE EAST 1/2 OF THE NORHTWEST 1/4 AND THE EAST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS. PARCEL THREE: THAT PART OF THE EAST 20 FEET OF THE SOUTHWEST 1/4 OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS, LYING NORTHEASTERLY O FTHE NORTHERLY RIGHT-OF-WAY LINE OF THE CHICAGO AND NORTHWESTERN RAILROAD, IN COOK COUNTY, ILLINOIS.

Commonly known as 640 W. Colfax Street (PIN# 02-15-102-062, 02-15-102-

093, 02-15-109-006)
NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Village Council of the

Attachment: ORD SU - 640 W Colfax Street (640 W. Colfax Street - SU Antennae Tower)

Village of Palatine, Cook County, Illinois, acting in the exercise of their home rule power that:

SECTION 1: Special Use to permit the height of an antennae/tower structure to be 104 feet, instead of the maximum permitted 80 feet pursuant to Section 6.02 (b) (3) (a) and Section 6.02 (h) of the Palatine Zoning Ordinance, is hereby granted, subject to the following condition(s):

1. **The Special Use shall substantially conform to the Site Plan and Structure Elevation submitted by the Petitioner, Commonwealth Edison Company, except as such plans may be changed to conform to Village Codes and Ordinances.**

SECTION 2: That a copy of the public notice be attached hereto and form a part of this ordinance.

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

PASSED: This ____day of _____, 2023

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

APPROVED by me this _____day of _____, 2023

_____
Mayor of the Village of Palatine

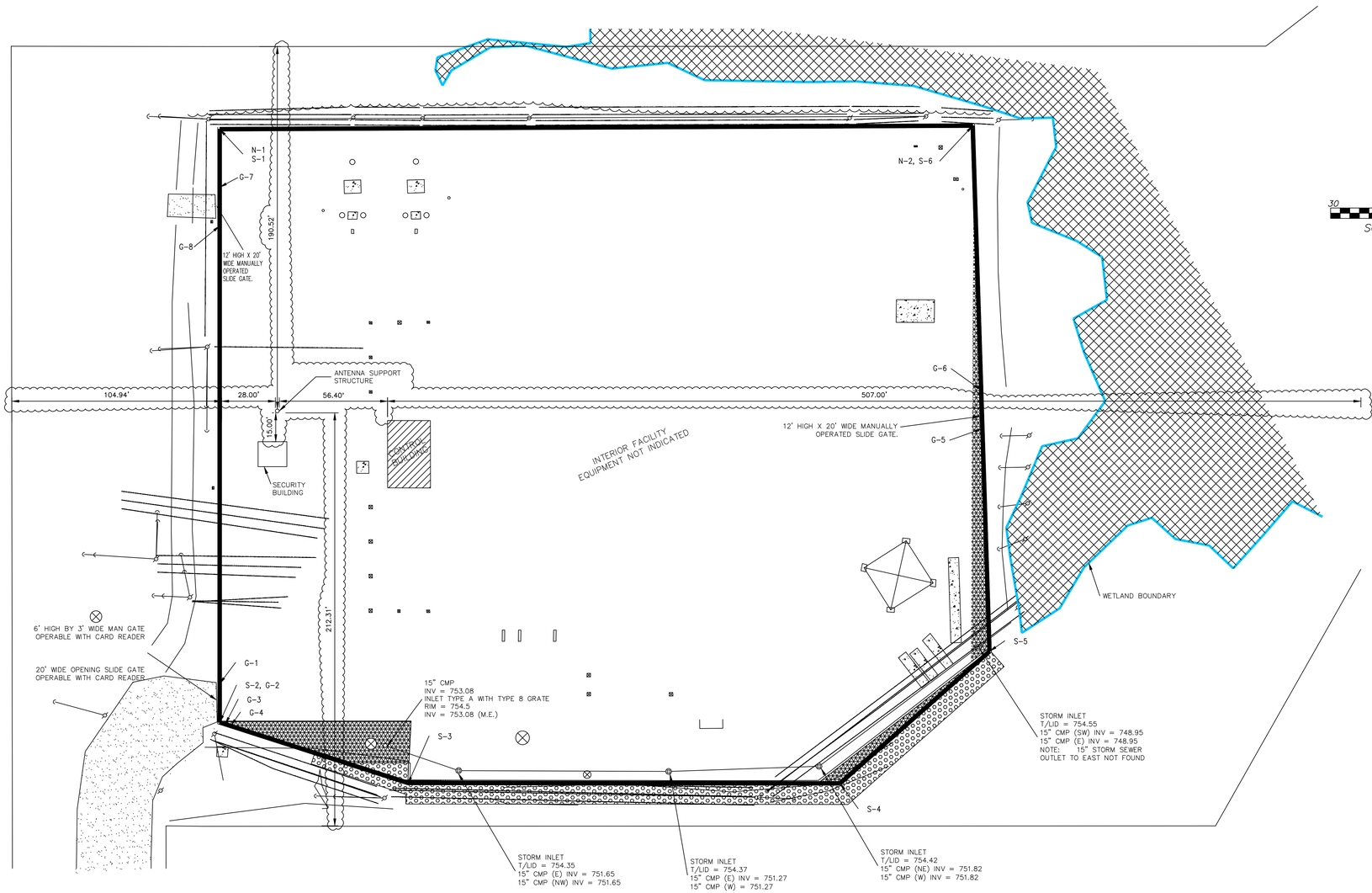
ATTESTED and FILED in the office of the Village Clerk this

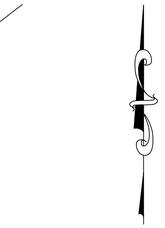
_____day of _____, 2023

_____
Village Clerk

Attachment: ORD SU - 640 W Colfax Street (640 W. Colfax Street - SU Antennae Tower)

102.15-1





LEGEND

- = POWER POLE
- = GUY WIRE ANCHOR
- = POLE FOUNDATION
- = BUILDING
- = CONCRETE
- = CRUSHED AGGREGATE, CA6 W/FILTER FABRIC
- = STONE RIP RAP, A3 W/FILTER FABRIC
- = WETLAND AREA
- = STORM SEWER LINE
- = OVERHEAD ELECTRIC LINE
- = TOP OF BANK
- = BOTTOM OF BANK (TOE OF SLOPE)
- = WETLAND BOUNDARY LINE
- =

GENERAL NOTES:

1. TOPOGRAPHIC & BOUNDARY INFORMATION OBTAINED ON 10-21-15 & 10-22-15 BY ETSCHEID, DUTTLINGER & ASSOCIATES, INC.
2. WETLAND BOUNDARY & WETLAND BUFFER INFORMATION PER DELINEATION PERFORMED BY CHRISTOPHER B. BURKE ENGINEERING LTD. DATED 10-30-15. WETLAND BUFFER TERMINATES AT EAST EDGE OF EXISTING AGGREGATE.
3. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION'S "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" ADOPTED APRIL 1, 2016 AND SUPPLEMENTAL SPECIFICATIONS AND RECURRING SPECIAL PROVISIONS, LATEST EDITION.
4. SITE SECURITY TO BE COORDINATED WITH OWNER AND MAINTAINED AT ALL TIMES DURING CONSTRUCTION.
5. CONTRACTOR SHALL COORDINATE THE LOCATION OF ALL GATES WITH THE OWNER & INSTALL ALL FENCING, GATES, AND APPURTENANCES PER MANUFACTURERS RECOMMENDATIONS & DETAILS.
6. CONTRACTOR SHALL PERFORM GRADING AS REQUIRED TO CONSTRUCT ALL FENCING & GATES TO SECURITY STANDARDS AND PER MANUFACTURERS RECOMMENDATIONS.
7. SEE ADDITIONAL DRAWINGS FOR FENCING AND GATE DETAILS.

8" SECURITY FENCE COORDINATES

LOCATION	NORTHING	EASTING
N-1	1986392.94	1058885.99
N-2	1986394.81	1059278.22

12" SECURITY FENCE COORDINATES

LOCATION	NORTHING	EASTING
S-1	1986392.94	1058885.99
S-2	1986084.06	1058885.98
S-3	1986052.57	1058983.96
S-4	1986052.32	1059209.08
S-5	1986121.06	1059286.96
S-6	1986394.81	1059278.22

GATE COORDINATES

LOCATION	NORTHING	EASTING
G-1	1986104.06	1058885.98
G-2	1986084.06	1058885.98
G-3	1986083.14	1058888.84
G-4	1986082.23	1058891.69
G-5	1986236.96	1059283.26
S-6	1986256.95	1059282.62
G-7	1986362.65	1058885.99
G-8	1986342.65	1058885.99

REV.	DATE	DESCRIPTION	PREP.	REV.	APPR.

A1A	08-08-22	FOR PERMITTING	DBB	MTE	

MILHOUSE℠
Milhouse Engineering & Construction INC
Illinois Department of Professional Regulation Registration No. 184-003176

REV.	DATE	DESCRIPTION	TECH.	ENG.

A1			MIL	MIL
A	02-25-19	FOR RECORD W.O. #8150320/13852290	S&L	S&L

ComEd An Exelon Company
Commonwealth Edison Co.
Chicago, Illinois
Transmission and Distribution Operations

SITE PLAN

TSS 102 PALATINE DC 00 SC

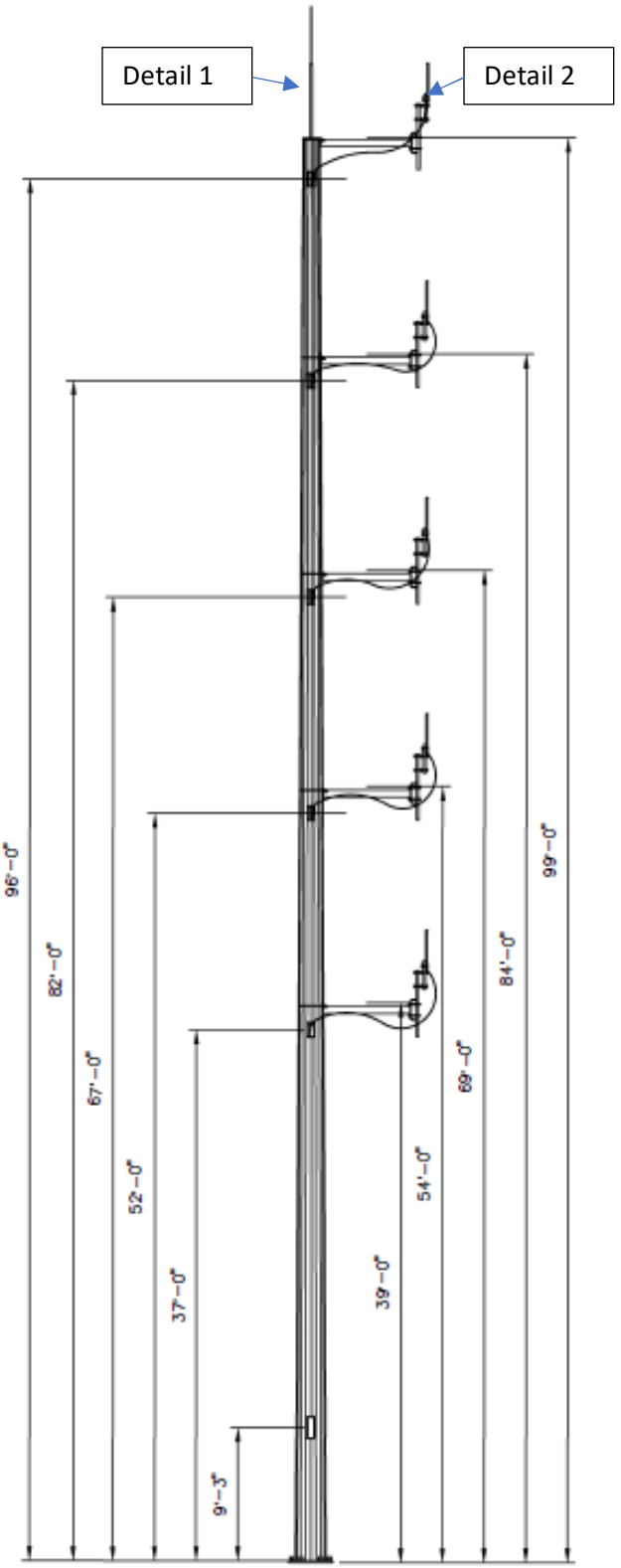
SCALE 1" = 30'-0" DATE 07-14-16
DRAWN BY MEM
ENG. BY DLA

THIS MATERIAL IS THE PROPERTY OF COMED AND CONTAINS CONFIDENTIAL INFORMATION WHICH MUST NOT BE DUPLICATED, USED OR DISCLOSED OTHER THAN AS EXPRESSLY AUTHORIZED BY COMED.

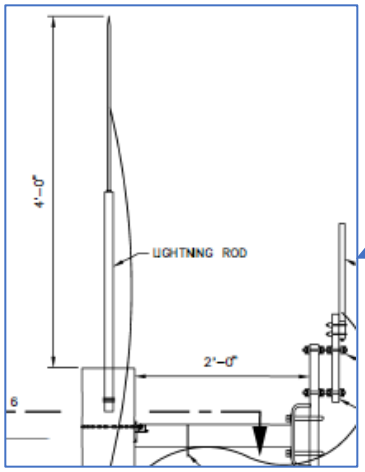
102.15-1

Attachment: EXHIBIT - Site Plan (640 W. Colfax Street - SU Antennae Tower)

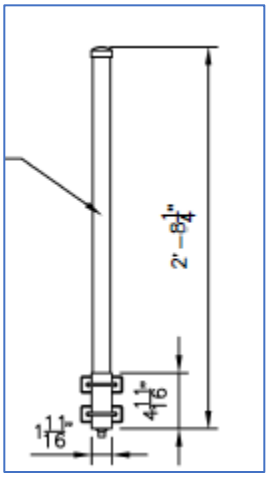
ComEd TSS 102 Palatine, W. Northwest Hwy, Palatine - Structure Exhibit



DETAIL 10
MONOPOLE ANTENNA ELEVATION
SCALE: 1/8" = 1'-0"
FOR ALL MONOPOLE DETAILS SEE DWGS (580.X-X THROUGH 580.X-X)



Detail 1



Detail 2

Note: elevation does not reflect Structure installation on top of a concrete foundation extending 12" above grade.

Attachment: EXHIBIT - Structure Elevation (640 W. Colfax Street - SU Antennae Tower)

ComEd An Exelon Company
Commonwealth Edison Co.
Chicago, Illinois
Transmission and Distribution Operations

hbk ENGINEERING
A KUANTA SERVICES COMPANY

TSS 102 Palatine - Height Exhibit of Existing Taller Structures at Substation

VILLAGE OF PALATINE

VILLAGE OF PALATINE
Zoning Board of Appeals

SCHEDULED 03/28/23 07:00 PM

CASE STAFF STATEMENT (ID # 8231)

640 W. Colfax Street

TO: Palatine Zoning Board of Appeals
Jan Wood, Chair

FROM: Alex Bradshaw

PETITIONER: Commonwealth Edison Company, "ComEd"

CASE NUMBER: SU-000013-2023

ADDRESS: 640 W. Colfax Street

PROPOSAL:
Special Use to permit the height of an antennae tower structure to be 104 feet, instead of the maximum permitted 80 feet.

LOCATION:	640 W. Colfax Street District 6 (Helms)	**CURRENT ZONING:**	M - Manufacturing District

SURROUNDING CONDITIONS:

North:	P - Planned Development (Multi-Family Residential)
South	M - Manufacturing District
East:	M - Manufacturing District
West:	R-2 Single-Family Residential

BACKGROUND:
The Petitioner is proposing to construct a new antennae tower structure to assist in ComEd's communication and service monitoring activities. The proposed tower will be located approximately 133 feet from the nearest third party owner property to the west of the access drive serving the Subject Property. The proposed tower will be completely within an existing 12-foot tall fence that surrounds the perimeter of the Subject Property and the peak height of the tower will be 104 feet. Therefore, the Petitioner is requesting:

> **Special Use to permit the height of an antennae tower structure to be 104 feet, instead of the maximum permitted 80 feet.**

SITE ANALYSIS:
- The Subject Property is zoned M - Manufacturing, and is approximately 12.9 acres. The Subject Property is an existing ComEd substation located behind 624 and 632 W. Colfax Street.

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

- In October of 2017, Variations (#O-131-17) were granted to permit ComEd to construct a 12-foot tall barbed wire fence around the perimeter of the Subject Property. The justification for the fence at the time was to protect the facility from theft and protect trespassers from high voltage electrical hazards.
- The Petitioner is proposing to construct a new tower structure for five receiving and transmitting antennae. The peak height of the proposed tower is 104 ft, and each antenna is just under 5 feet long and will be used to support existing and future ComEd monitoring and sensing devices in Palatine-area distribution circuits.
- Per Code, the height of a single user tower shall not exceed 80 ft, measured from grade to the top of the tower.
- Through the submitted site plan and project description, the proposed structure is approximately 28 feet east of the western lot line. However, the structure will be approximately 133 feet from the nearest third party owned property to the west (residential) as ComEd owns the directly adjacent property to the west. There is also a buffer of densely planted trees and shrubs between the subject property and the residential properties to the west.
- ComEd indicates that the structure represents an integral implementation component of its “smart grid” initiative. Using the ComEd-only radio frequency network, the tower will monitor sensors and devices to ultimate promote steady voltage throughout its systems and, as importantly limit impacts to the distribution lines. This wireless system will then efficiently dispatch crews to a precise fault location.
- Per the submitted height exhibit of existing structures at the substation, it appears that there are at least 5 existing structures that meet or exceed the 80 foot maximum height. Two of which are taller than the proposed tower structure, at 107 feet and 134 feet tall.

DEPARTMENTAL REVIEWS:

Community Services	No Issues Identified.
Engineering	No Issues Identified.
Environmental Health	N/A
Fire Prevention	N/A
Public Works	N/A
Police	N/A

STANDARDS FOR SPECIAL USE: Since this Petition is not for a use publicly operated or traditionally affected with the public interest, those standards under Section 14.05 D (2) and (3) are applicable. Specifically, the Petitioners must show that the Special Use, if granted, is so designed, located, and proposed to be operated that the public health, safety, and welfare will be protected and will not cause substantial injury to the value of other property in the neighborhood in which it is located. The Petitioners have attempted

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

to address the required standards.

STAFF RECOMMENDATION:

The Petitioner is proposing to construct a new tower structure that would exceed the maximum permitted height by 24 feet. The proposed tower structure would set back 133 feet from the closest adjacent residential properties to the west, which are also buffered by a line of trees and shrubs. In addition, there are multiple existing tower structures in, and around, the enclosed substation that exceed the maximum height of 80 feet. Ultimately, the new tower structure should not cause substantial injury to the value of other properties in the surrounding neighborhood. Therefore, Staff recommends approval of the Special Use, subject to the following condition:

1. The Special Use shall substantially conform to the Site Plan and Structure Elevation submitted by the Petitioner, Commonwealth Edison Company, “ComEd”, except as such plans may be changed to conform to Village Codes and Ordinances.

ATTACHMENTS:

- Aerial Map
- Special Use Application
- Plat of Survey
- Site Plan
- Tower Structure Elevation
- ComEd Structure Height Exhibit
- Public Notice

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

GISConsortium

640 W. Colfax Street

0 500 1000 ft

Print Date: 3/23/2023

Notes

Cook County Aerial 2020

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: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae

VILLAGE OF PALATINE

SPECIAL USE & VARIATION APPLICATION

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

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

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

date received

Background Information

PETITIONER(S) — **Business Name (if applicable)**
Commonwealth Edison Company, "ComEd"

Subject Property Address
W. Northwest Highway, west of N. Smith Street, Palatine, IL 60067

AUTHORIZED AGENT (if applicable) — **Business Name (if applicable)**
Will Otter — Sidley Austin LLP

Address — City/State/Zip Code
One South Dearborn, Chicago, IL 60603

Telephone	Fax	Email
312-853-7093	N/A	wotter@sidley.com

Relationship to Petitioner (contractor, architect, etc.)
Attorney

TYPE OF APPLICATION (check one)

■ Special Use □ Special Use Amendment □ Variation

Existing Zoning District	Existing Land Use	Proposed Land Use
M	electrical substation	electrical substation

Generally describe your request:

Install 104' tall antenna support structure for ComEd electrical grid monitoring and reliability enhancements. Please see the attached "Special Use Request Application Addendum" for complete details.

VILLAGE OF PALATINE

SPECIAL USE

Required Materials

- ■ Filing Fee of $ 994
- ■ Application Form
- ■ Plat of Survey (must show all current improvements and be sealed by an Illinois certified surveyor)
- ■ Site Plan & Floor plan (dimension, location, and setbacks of all existing and proposed buildings) – **one 11x17 copy each, electronic version preferred**
- ■ Real Estate Interest Disclosure Form (see attached)
- ■ Proof of Ownership or Lease (e.g. Title Insurance Policy, Deed, or Purchase Contract)
- □ Business Plan (if applicable; including, but not limited to nature of business, hours of operation, number of employees, and menu)

Additional Materials (as required by the Village)

- ■ Elevation Plan (front, side, and rear elevations of a proposed building), and/or Floor Plan (proposed interior layout) – **one 11x17 copy of each plan, electronic versions preferred**
- □ Engineering Plans (must indicate existing conditions, topography, storm water management, tree preservation, utility connections, detention calculations, and a cost estimate)
- ■ Photographs (e.g. ground-level or aerials)
- □ Other materials as deemed necessary by the Village

Petitioner Justification

The Petitioner is required to present specific evidence related to each of the following standards to justify the request (paraphrased from Section 14.05 of the Palatine Zoning Ordinance). Answer the items below and attach a separate sheet if necessary. ***If you are applying for a Variation only, you do not need to answer these items.***

1. The use is deemed necessary for the public convenience at that location

Please see the attached "Special Use Request Application Addendum" for responses to special use standards.

2. The use is designed, located, and proposed to be operated that the public health, safety and welfare will be protected

Please see the attached "Special Use Request Application Addendum" for responses to special use standards.

3. The use will not cause substantial injury to nearby property values

Please see the attached "Special Use Request Application Addendum" for responses to special use standards.

4. With respect to live entertainment uses, the use shall not:
   a. Produce noise levels so great as to constitute an unreasonable interference for persons outside the confines of the establishment
   b. Impose undue health, sanitation or safety burdens on the village
   c. Create excessive demands on the Village of Palatine Police Department
   d. Be of a nature otherwise prohibited by law or village ordinance
5. For fence standards, see Section 14.05 of the Palatine Zoning Ordinance

N/A

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

Village of Palatine – Special Use Request Application Addendum

Introduction and Summary of Approvals Requested

In order to enhance ComEd's provision of reliable electrical service in the Village of Palatine (the "Village") and surrounding areas, ComEd intends to install at its Palatine substation fronting on W. Northwest Highway just west of N. Smith Street (the "Substation") a 104-foot Essential Services-Antenna Support Structure (called more formally by ComEd a smart grid distribution automation device monitoring support structure, and referred to herein as the "Structure") (the "Project"). The Substation property is located in the M zoning district.

Per feedback from Village staff relative to implementation of the Project, ComEd is requesting that a special use be approved under Sections 6.02(b)(3), 6.02(h) and 12.01(h)(7) of the Village Zoning Ordinance (the "Ordinance") to allow for installation of the 100-foot Structure (which will hold five monitoring antennae) to which will be attached an approximately 4-foot-long lightning rod at the top (the "Special Use").

As a regulated public utility and given that the Structure relates to core aspects of the electrical grid, ComEd respectfully suggests that the Village's land use authority may not apply to the company's implementation of the Structure at its Substation. Nonetheless, ComEd is voluntarily submitting this request in an effort to work on its project cooperatively with the Village.

Project Narrative

1. Structure's role in and contribution to ComEd's Distribution Automation Network

The Structure is part of the company's wide-ranging implementation of its multi-year "smart grid" initiative. The smart grid initiative fulfills regulatory commitments made by ComEd under two recently-enacted Illinois laws, and includes an upgrading of the existing electrical distribution communication system with newer technology and infrastructure, as further explained in the letter attached to this application from one of the Project's key senior managers.

The Structure will be a key aspect of this smart grid infrastructure and technological upgrade. Key resulting community benefits will be improved reliability of the electrical grid (through the reduction of electrical outages and the duration of outages), and increased voltage efficiencies along each distribution line, resulting in smoother electrical grid operations.

ComEd's new technology and infrastructure involves the creation of a ComEd-only radiofrequency ("RF") network in which sensors and monitoring devices being installed within distribution circuits and/or on distribution poles communicate in real time with antennae support facilities like the Structure. The sensors and devices control and monitor equipment within the distribution lines such as line reclosures, cap banks and switches which are important for reliability and "voltage optimization" -- meaning, promotion as much as possible of a steady voltage through a particular distribution circuit (given that voltage on a distribution line tends to become less strong as the distance on the line increases from a particular substation). The Structure will only communicate with ComEd's electrical devices/equipment on the electrical grid system. It will not

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

be used for any commercial communication services (e.g., 5G or any other cellular telephone technologies).

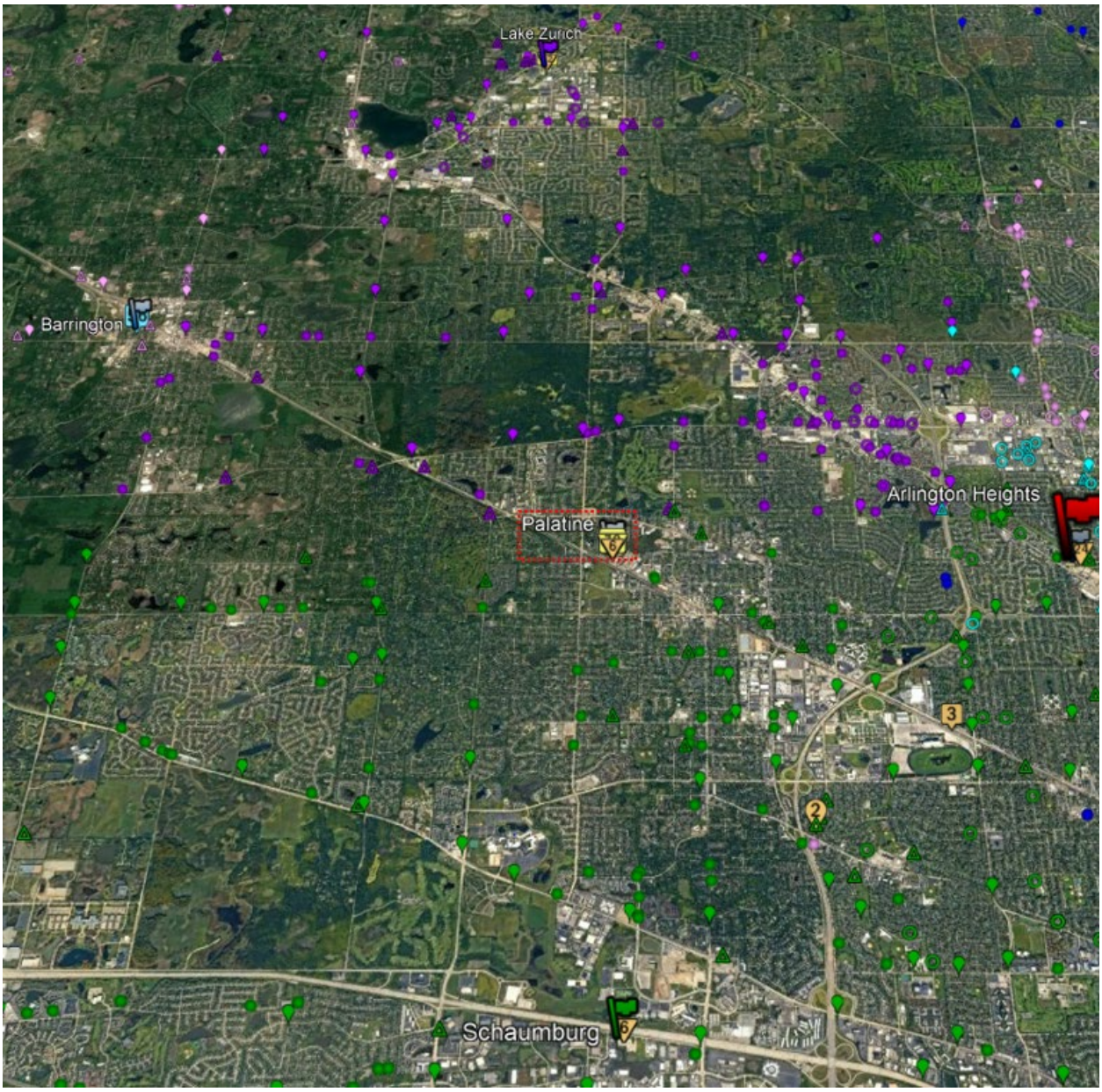
The benefit of the new wireless technology can be explained with reference to a lightning strike and its impact on a distribution line. With "legacy" technology, a lightning strike to a distribution line would likely cause removal of a larger portion of a distribution circuit -- and the customers served by such circuit -- until ComEd crews could determine the precise location of the strike and re-route power around the affected area. By contrast, once the newer wireless technology is deployed in a particular area, the sensors in the distribution circuit -- including at the top of a distribution pole -- will communicate the fault to receiving antennae on the Structure, which directly links to IT infrastructure tied into ComEd's centralized command and control center. ComEd immediately learns the precise area of the fault and can efficiently dispatch crews to the fault location. Further, the proposed Structure's antennae can direct receiving equipment on the distribution lines how to switch power around the fault.

The efficacy of the new technology depends on clear, clean wireless communication and strong security given the criticality of the electrical grid to the nation's infrastructure system. Existing electrical substations have been selected for locations of the antenna support structures since they offer necessary security, along with the indispensable link to the company's high-speed existing IT backbone network. The necessary IT equipment accompanying the Structure will be housed in an existing substation security building, so no new equipment enclosure is required, thereby minimizing any external "footprint" resulting from the upgraded technology. And electrical substations are already locations which contain pre-existing taller electrical infrastructure (and/or community expectations for such taller infrastructure), mitigating visual concerns.

The request for a Special Use to increase the height limit applicable to the Structure (from 80 feet to 104 feet at the top of the lightning rod) is related to the need for five receiving and transmitting antennae on the Structure (each antenna mount is a very thin two inches in diameter, just under 5 feet long and installed only 3 feet from the Structure) to support existing and to-be-newly-added monitoring and sensing devices in Palatine-area distribution circuits.

On the following page is a computerized graphic which shows an existing "gap" in the ComEd distribution automation device monitoring network. The locations with "flags" (purple, light blue, green and red) indicate existing communication structures and the proposed structure on W. Northwest Highway is assigned a gray flag.

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)



The various colored dots are existing sensors and monitoring devices in the Palatine area operating on ComEd's RF network. The green-colored devices are communicating wirelessly in particular to antennae located at a ComEd substation in Schaumburg, the purple-colored devices are communicating with antennae at a substation in Lake Zurich, the light blue-colored devices are communicating with antennae at a substation in Prospect Heights, and the pink-colored devices are communicating with antennae at a substation in Buffalo Grove. The antennae on these structures are reaching capacity limits very quickly and in such circumstances would not provide optimum RF coverage for sensors and monitoring devices within the Village. This condition will only be aggravated as additional devices are installed within Palatine-area distribution circuits over the next two years. The graphic above dramatically illustrates the important role in the network that will be carried out by the proposed Structure on W. Northwest Highway.

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

The five antennae proposed for the Structure are needed for proper RF capacity, since a reduced number of antennae on the Structure installed at lower heights would result in an overburdened and less effective mesh communication system (resulting in numerous "dropped" or "blocked" calls to use cellular telephone analogies) or "garbled" communications related to foliage interference. For proper system functioning, the lowest antenna should be installed at a minimum height of approximately 40 feet, as is proposed in this case, to avoid foliage blockage. Each additional antenna must be installed a minimum of 15 feet away vertically to avoid technological interference. It is this required minimum spacing and the need for five antennae for effective network functioning which forms the basis for the Structure's 100-foot height. A reduced number of antennae, for example, on a Structure with an "as of right" height of 80 feet (this height would, in essence, only allow for three functioning antennae) is not enough to allow for seamless functioning of the Palatine-area wireless technology imbedded in (or to be imbedded in) the distribution circuits and on distribution poles.

Delving further into key technical details of the system, ComEd has engineered the Structure and its height in a manner which allows for seamless smart grid coverage of the electrical distribution network. Each antenna on the Structure has a capacity of approximately 40-50 sensing devices per antenna. ComEd considered the impact of installing at the Substation a Structure of less overall height -- and by extension fewer antennae -- yet has concluded that device communication would become compromised due to overcapacity of the antennae to be installed. This, in turn, leads to a gap in radiofrequency coverage since the support structures and their attached antennae are generally evenly spaced to allow for effective coverage. A height reduced from 100 feet (5 antennae) essentially precludes regional effectiveness of ComEd's smart grid distribution automation network.

ComEd is careful and judicious in its selection of locations for new support structures. To the greatest extent feasible, ComEd installs its antennae on ComEd existing taller structures (other than transmission towers where such installation is not feasible), such as taller rooftops or existing taller microwave towers. ComEd cannot co-locate its antennae on existing third-party-owned towers, nor cannot it permit third-party users to co-locate antennae on its structures, due to the need for its antennae to be located within secure substations with connections the ComEd IT backbone. New structures are placed at substations which have physical space within the existing footprint (so that a physical expansion of the outer substation footprint can be avoided), space within an existing substation control building (so that development of a new equipment enclosure is obviated) and a secure link to the ComEd IT backbone. The Substation meets all of these criteria.

2. Depiction of similar existing Structures

Please see Technical Appendix for a depiction of similar structures which have been installed in the Chicago metropolitan area by ComEd and for additional detail in particular on how the Structure and antennae will function in accordance with FCC and FAA regulations.

3. Site Plan

The proposed Structure will be situated in an area of the Substation which has been carefully chosen to balance the Structure's efficient performance with mitigation of its visual footprint relative to neighboring properties.

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

As can be noted on the attached Site Plan, the Structure will be situated approximately 56 feet west of the existing substation control building on the western side of the Substation and 15 feet north of the existing security building. Both of these buildings will help screen views of the Structure's base from neighboring properties. The Structure will be set back approximately 190 feet from the nearest northern lot line, approximately 28 feet east of the western lot line (with the neighboring property to the west being owned by ComEd; the structure will be 133 feet from the nearest third party-owned lot of the west), and over 500 feet west of nearest third-party owned property along the eastern lot line. The Structure will be located approximately 212 feet from the nearest southern lot line (abutting the auto repair and landscaping businesses to the south) and over 500 feet north of W. Colfax Street. Finally, the Structure will be situated a significant distance southwest of the zoning lot's frontage along W. Northwest Highway: approximately 2,300 feet.

The proposed Structure has been carefully placed within the Substation so as to maintain the required close distance to the substation control building in which the electronic equipment will be housed. This location minimizes signal degradation while also avoiding impacts to either existing substation electrical equipment or areas set aside for future equipment expansion (so that the Substation continues to maintain adequate space to serve growth in the area's electrical demand without the need for additional property acquisition for construction of an entirely new substation).

The proposed Structure should have limited impact on surrounding property. To start, the Structure is located as far east within the Substation's fenced-in area as possible without disruption to existing or future higher-voltage electrical infrastructure, mitigating its visual footprint as much as possible from each direction. The Substation itself is well set back from both W. Northwest Highway and W. Colfax Street, with views of substation infrastructure largely screened from W. Colfax Street by mature landscaping and the numerous industrial businesses along the north side of the street, and views nearly completely obscured from W. Northwest Highway due to the very large (approximately 2,300-foot) setback. Dense mature landscaping will also screen views of the Structure's base from the residential properties along Stephen Drive to the west and N. Deer Run Drive to the north. When viewed from neighboring properties, the Structure will be no more noticeable than the many other tall pieces of electrical infrastructure at the Substation and the connecting ComEd transmission right-of-way. The fact that the Structure will be slim (just two feet in diameter at its base), silent, unlit and unmanned will further alleviate any impact on neighboring properties.

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

Standards for Special Use

Section 14.05(d)(1): The use is deemed necessary for the public convenience at that location.

In the interests of brevity, ComEd incorporates by reference its explanation of compatibility set forth in detail in Sections 1 and 3 above.

The proposed Special Use will facilitate ComEd's implementation of its smart grid initiative, which will contribute to the general welfare of the Village by helping modernize its electrical grid. This system modernization will result in the key community benefits of improved grid reliability, minimized outages and stabilized distribution line voltage flows.

Installation of the Structure is ultimately necessary for the public convenience because the Structure will help ComEd better serve the evolving electric energy needs of the Village and surrounding communities. As a public utility, ComEd is obligated to serve the public convenience in this manner.

Section 14.05(d)(2): The use is so designed, located, and proposed to be operated that the public health, safety and welfare will be protected.

The design, location and operation of the proposed Special Use will protect public health, safety and welfare.

The proposed Structure will not be hazardous or disturbing to existing uses in the vicinity because it will function as an integral, but unmanned part of the Substation, just like any other piece of taller electrical infrastructure. The base of the Structure will be screened from properties to the north and west by existing mature, dense foliage and from properties to the south and east by the existing security building and control building. Other than the Structure, no additional adjustments to the Substation are proposed in connection with the Project, thus minimizing any external effects.

Further, the very low (1 watt or less) output power of the Structure's antennae coupled with their only-intermittent operation (along with compliance with all of the other applicable federal regulations) will allow ComEd's Structure to operate in a manner protective of public health and safety in that radiofrequency emissions are highly attenuated.

Finally, the Structure will be noiseless and, because its related electronics will be housed within the existing substation control building, will not need to be accompanied by any additional fencing or equipment enclosure. The essential nature and functioning of the Substation will remain unchanged once the Structure is installed.

Section 14.05(d)(3): The use will not cause substantial injury to the value of other property in the neighborhood in which it is located.

The proposed Special Use will not harm neighboring property values.

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

ComEd's Substation has operated in this location for many years, and the surrounding properties are well-accustomed to its existence -- adding an unlit, noiseless, thin gray Structure to the Substation will not affect these neighboring property values.

The properties bordering the Substation's southern and western lot lines are all industrial in nature -- the value of these properties will not be affected by ComEd's installation of the Structure. The residential properties to the Substation's north and west are also well-screened from the Substation by mature landscaping which will mitigate views of the Structure's base.

The Structure will be compatible with similar structures in the general vicinity, including the many taller pieces of electrical infrastructure already at the Substation and connecting ComEd transmission right-of-way. The Structure's gray color will match the existing Substation electrical equipment, it will be unlit and noiseless, and all associated electronics equipment will be housed inside an existing building, minimizing any new external facilities within the Substation.

In summary, the Structure will not affect adjacent property values because, to the extent it is visible at all, it will appear similar to any other tall piece of electrical infrastructure. If anything, by offering an efficient and low-impact, low-power use of radiofrequency to help improve grid reliability, minimize outages and stabilize distribution line voltage flows, the Structure may help to improve property values both on adjacent parcels and throughout the Village.

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

Structure -- Technical Appendix

Depiction of similar existing Structures

Similar 104-foot Smart Grid Distribution Automation Device Monitoring support structures can be found at ComEd's Willow Springs substation and its substation in Pleasant Hills (near West Chicago).

Willow Springs

The Willow Springs substation carries the common address of 8600 Willow Spring Road in Willow Springs, but it is actually located on the south side of an industrial access road (leading to Valvoline's Willow Springs facility) across the street from a Speedway gas station and just south of the Tri-State Fire Protection District station which is situated at 8259 Willow Springs Road in Willow Springs.

A picture of the structure as located at the Willow Springs substation is set forth below.

The structure is located to the rear of the substation control building. Note that if one visits the Willow Springs substation, one will see a cellular telephone facility outside the boundaries of the substation but adjacent to it. Know that, as noted earlier, neither ComEd's proposed Structure nor any portion of the Substation property will be used for personal wireless service (5G or

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

otherwise) or any other commercial communications function other than the Structure and other ComEd-only grid-related monitoring and functioning communications.

Pleasant Hills

The Pleasant Hills substation is located on the east side of Pleasant Hill Road just south of the Great Western Trail and St. Charles Road and a short distance south of North Avenue. The substation is north of Geneva Road, north of the Village of Winfield and south of the Village of Carol Stream. (The address assigned to the substation for property tax purposes is 1N701 Pleasant Hill Road, Winfield. Our experience is that this address does not show up on common mapping applications such as Google Maps. The street address of the business to the north is 26W115 St. Charles Road in Carol Stream to provide a Google-friendly geographic reference point.)

A picture of the structure as located at the Pleasant Hill substation is set forth below.

The structure in the Pleasant Hills substation is located on the north side of the substation just west of the substation control building. Like in Willow Springs, there is a cellular telephone facility outside of the substation itself. Again, by contrast, a cellular telephone facility does not exist at the Substation and is not proposed whatsoever.

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

Technical, Regulatory and Permitting Information

The antennae proposed for use on the Structure will operate in the frequency range of 902-928 MHz with a center frequency of 915 MHz. These frequencies are a small part of the designated industrial, scientific and medical ("ISM") radio bands. The FCC opened these ISM frequency bands for wireless communications in 1985. Parties using this frequency range in the manner of ComEd are not generally required to obtain use, structure or antenna licenses from the FCC (and are not so required in ComEd's specific situation), but must comply with Federal Communications Commission ("FCC") regulations (47 CFR Part 15) on how the frequencies are used, including the maximum output power of the antennae on the Structure. The output power of the ComEd antennae will be extremely low, at 1 watt or less. Further, the antennae will only operate intermittently and will not continuously transmit. By observing these two key operating criteria, along with compliance with all of the other applicable federal regulations, ComEd's Structure will operate in a manner protective of public health and safety, in that RF emissions are highly attenuated.

Other wireless devices operate in the frequency range of 902-928 MHz, with a center frequency of 915 MHz -- most notably, ComEd's smart meters. The Structure will not being used for smart meter functions. Although certain household wireless equipment operates at 915 MHz, most notably certain cordless phones, baby monitors, and wireless home security systems, most household wireless equipment now operates within the 2.4-GHz frequency band.

Like any system which chooses to operate with the ISM radio bands, ComEd's Smart Grid Distribution Automation Device Monitoring System must tolerate the potential for occasional interference from other wireless devices in use. At the same time, ComEd has engineered its system to minimize any potential interference through incorporation of specific technical features such as signal encryption and security which, like the smart meter system using the same frequency range, have a now-proven record of safe, effective, reliable operation without material impact to existing household wireless devices. In addition to these specific technical features, in accordance with FCC regulations and as a technique to ensure minimal interference, the electronic equipment used in the Distribution Automation Device Monitoring System utilize a protocol called "frequency hopping" within subchannels spread evenly across the frequency range of 902-928 MHz. Such "frequency hopping" allows for efficient use of the full range of the allowable spectrum while minimizing interference risk.

The FCC is not required to review the specific siting of the proposed Structure. Instead, parties such as ComEd may use the frequency range involved in the antennae on the Structure without a specific license granted by the FCC so that as compliance with the detailed ISM radio band regulations (47 CFR Part 15) is maintained. In addition, in terms of compliance with the federal National Environmental Policy Act (to which the FCC is subject), the FCC has delegated to each applicant the responsibility of determining whether a proposed structure is "categorically excluded" from environmental review under the National Environmental Policy Act ("NEPA") when there is minimal or no impact on the environment, or whether an Environmental Assessment needs to be prepared.

FCC rules categorically exclude all actions -- including ComEd's proposed Structure -- from detailed environmental review unless such a structure: (a) is located in a wilderness area or wildlife preserve; (b) might affect threatened or endangered species or their habitat; (c) might

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

affect properties included in or eligible for inclusion in the National Register of Historic Places or Indian religious or cultural sites; (d) will be located in a floodplain; (e) involve construction involving significant changes in surface features, such as effects on wetlands, water, ground disturbances, deforestations, etc.; (f) structures of over 450 feet potentially affecting migratory birds; or (g) structures involving high-intensity lighting in a residential area or those which would cause RF radiation in excess of FCC-established limits.

ComEd, through its consultant team, determined that the placement of the Structure within an existing developed substation will have none of these impacts and therefore that the proposed Structure is appropriately categorically excluded from NEPA review.

The proposed Structure will not be required to have a beacon and/or designated paint. This is because ComEd received a determination from the Federal Aviation Administration ("FAA") as of May 23, 2022 that its Structure will not be a hazard to air navigation and thus no lighting or special markings are required. ComEd's Structure will not be illuminated in any way or painted any special color.

ComEd will be applying for a building permit from the Village. No additional known governmental permits are necessary. ComEd will secure any additional necessary permits which may be identified during the building permit process.

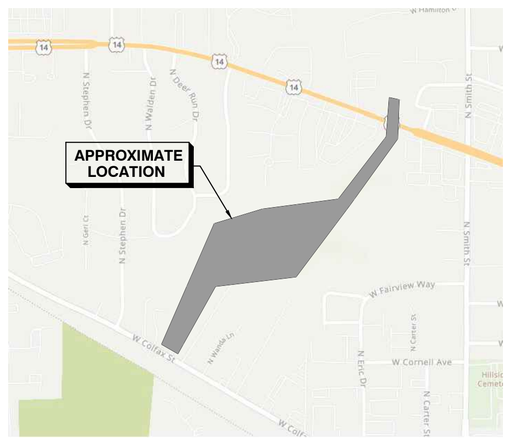
Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

Plat of Survey

LEGAL DESCRIPTION:

THAT PART OF THE NORTH HALF OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS, LYING NORTH OF THE NORTHERLY LINE OF OLD NORTHWEST HIGHWAY.

(SEE PAGE 3 FOR DETAILED DESCRIPTIONS)



Vicinity Map
(No Scale)

North

Scale 1" = 40'

40' 0' 40' 80'

GERI AVENUE

N. LINE OF THE N.W. ¼ OF SECTION 15 T42N R10 E

1765.10' (D)

LOT 59
P.I.N. 02-15-108-001

POINT OF BEGINNING
N:1986436.02
E:1058877.23

THE TOWNHOMES OF TIMBERLAKE ESTATES
RECORDED OCTOBER 25, 1989
DOCUMENT NO. 89506432

VALLEY VIEW SUBDIVISION
RECORDED MARCH 15, 1983
DOCUMENT NO. 26535491

UNSUBDIVIDED
P.I.N. 02-15-109-015

OUTLOT "C"
P.I.N. 02-15-112-045

OUTLOT "A"
P.I.N. 02-15-111-016

SET ¾" IRON PIPE @ CORNER
N:1986435.92
E:1058777.23

FOUND BENT ¾" IRON PIPE
0.74' S. & 0.27' E.

UNABLE TO SET CORNER (IN SWAMP)
N:1986436.31
E:1059171.57

N89° 56' 36"E (M)
394.34' (D) (M)

100.00' (D) (M)

SET ¾" IRON PIPE @ CORNER

LOT 58
P.I.N. 02-15-108-002

45.6'

45.4'

100.00'

119.14' (D)

119.60' (D)

PERMN SS 4
WARRANTY DEED
RECORDED SEPTEMBER 23, 1959
DOCUMENT NO. 17666246

EAST LINE OF THE WEST 1164.44' OF THE NW. ¼ OF SECTION 15 T42N R10E

P.I.N. 02-15-102-093

PERMN SS 5
WARRANTY DEED
RECORDED SEPTEMBER 23, 1959
DOCUMENT NO. 17666245

EAST LINE OF THE WEST 239.38' OF THE E. 1164.44' OF THE NW. ¼ OF SECTION 15 T42N R10E

120.32' (D)

PERMN SS 6
WARRANTY DEED
RECORDED SEPTEMBER 23, 1959
DOCUMENT NO. 17666244

EAST LINE OF THE E. 122.32' OF THE W. 242.98' OF THE E. 1045.72' OF THE NW. ¼ OF SECTION 15 T42N R10E
120.70' (D)

WEST LINE PERMN NO. 1

GATE

LOT 57
P.I.N. 02-15-108-003

E. LINE OF JOANS GARDENS SUBDIVISION

PERMN SS 3
WARRANTY DEED
RECORDED SEPTEMBER 23, 1959
DOCUMENT NO. 17666331

SOUTH LINE OF THE NORTH 1884.24' OF THE E. ½ OF THE NW. ¼ OF SECTION 15 T42N R10E

PROSPECT HEIGHTS TO PALATINE R.O.W.

FOUND ½" IRON PIPE = 0.05' E.

W. LINE OF THE E. 100.00 OF THE W. ½ OF THE N.W. ¼ OF SECTION 15 T42N R10 E

W. LINE OF THE E. ½ OF THE N.W. ¼ OF SECTION 15 T42N R10 E

LOT 56
P.I.N. 02-15-108-004

E. LINE OF THE W. ½ OF THE N.W. ¼ OF SECTION 15 T42N R10 E

406.00' (M)
N00° 07' 24"W (M)

15.00'
12.99'
BUILDING

22.48'
35.13'
35.16'
22.48'
CONTROL BUILDING

PALATINE TSS 102
ELECTRICAL SUB-STATION

SWAMP AREA

GATE

FOUND ½" IRON PIPE = 0.19' W.

PERMN SS 2
RECORDED SEPTEMBER 23, 1959
DOCUMENT NO. 17666249
P.I.N. 02-15-102-062

JOANS GARDENS
RECORDED JULY 22, 1957
DOCUMENT NO. 16963023

LOT 55
P.I.N. 02-15-108-005

N00° 07' 24"W (M)
644.01' (M) 644.10' (D)

STEEL STRUCTURE

2054.37' SOUTH OF THE NORTH LINE OF SECTION 15 T42N R10E

OLD DEED LINE

BOLLARDS

GATE

PERMN SS1
WARRANTY DEED
RECORDED SEPTEMBER 23, 1959
DOCUMENT NO. 17666250

ELECTRIC TRANSFORMER

LOT 54
P.I.N. 02-15-108-006

116.73' (D)

20.00' (D) (M)

FENCE = 15.7' N.

RAD = 858.30' (D)
ARC = 117.09' (D)

80.40' (D) (M)

FENCE = 3.6' S'LY

PART OF P.I.N. 02-15-102-062

N:1986030.54
E:1059404.81

FENCE
0.9' S. & 0.6' E.

FENCE
3.9' S'LY & 25.8' E.

FOUND ¾" IRON PIPE = 0.05' W.

S89° 56' 36"W (M) 294.34' (D) (M)

7.87' (D)

FENCE = 0.9' S.

SET ¾" IRON PIPE @ CORNER

LINE "A"

SET ¾" IRON PIPE @ CORNER
N:1986030.31
E:1059172.45

LOT 53
P.I.N. 02-15-108-007

80.00'

100.00'

SET ¾" IRON PIPE @ CORNER
N:1986030.03
E:1058858.11

UNSUBDIVIDED
P.I.N. 02-15-109-005

UNSUBDIVIDED
P.I.N. 02-15-102-089

LOT 1
P.I.N. 02-15-102-124

GUARINO SUBDIVISION
RECORDED SEPTEMBER 18, 2001
DOCUMENT NO. 0010865857

LOT 2
P.I.N. 02-15-102-125

P.I.N. 02-15-109-006

LOT 52
P.I.N. 02-15-108-008

GRAVEL DRIVEWAY

S00° 07' 24"E (M)
276.80' (D) (M)

463.00' (D)

463.00' (D)

FOUND ⅝" IRON ROD
26.52' N'LY & 0.02' E.

FOUND ¾" IRON PIPE
11.25' N'LY & 3.22' W.

S64° 13' 22"E

OLD NORTHWEST HIGHWAY
(WEST COLFAX STREET)

N64° 13' 22"W (M)
88.93' (M)
88.91' (D)

FENCE = 0.3' E.

FOUND ¾" IRON PIPE
0.01' S'LY & 0.05' E.
N:1985791.91
E:1058778.62

COMED MANHOLE

CONCRETE WALK

SET ¾" IRON PIPE @ CORNER
N:1985753.23
E:1058858.70

S. LINE OF THE N.W. ¼ OF SECTION 15 T42N R10 E

N89° 57' 56"W

LINE TYPE LEGEND

BOUNDARY LINE =
EASEMENT =
FENCE =
CENTERLINE BETWEEN POLES WITH OVERHEAD WIRES = OHW OHW OHW

ABBREVIATION LEGEND

(D) = DEED
E = EAST
E'LY = EASTERLY
(M) = MEASURED DISTANCE
N = NORTH
N'LY = NORTHERLY
R.O.W. = RIGHT OF WAY
S = SOUTH
S'LY = SOUTHERLY
W = WEST
W'LY = WESTERLY

SYMBOL LEGEND

= CONCRETE
EM = ELECTRIC MANHOLE
E = ELECTRIC MANHOLE
= FOUND MONUMENT
= GRAVEL
= GUY ANCHOR
= WOOD UTILITY POLE

N:
E:
= NAD 83 ILLINOIS EAST STATE PLANE COORDINATES (2011 CORRECTION) AS DETERMINED BY USE OF GPS EQUIPMENT USING TRIMBLES VRS NETWORK AND EQUIPMENT.

NOTES:

1) A CURRENT TITLE REPORT WAS NOT FURNISHED, THEREFORE, ALL RESTRICTIONS, ROAD DEDICATIONS, ROAD VACATIONS, AND EASEMENTS MAY NOT BE SHOWN.
2) ALL UTILITIES MAY NOT BE SHOWN. CALL J.U.L.I.E. AT 1-800-892-0123 FOR FIELD LOCATION OF UNDERGROUND UTILITY LINES PRIOR TO ANY DIGGING OR CONSTRUCTION.
3) PARCEL CONTAINS APPROXIMATELY 563,090 SQUARE FEET OR 12.93 ACRES.
4) ALL MEASURED BEARINGS SHOWN HEREON ARE BASED ON NAD 83 ILLINOIS COORDINATE SYSTEM, EAST ZONE (2011 CORRECTION) AS DETERMINED BY USE OF GPS EQUIPMENT USING TRIMBLES VRS NETWORK AND EQUIPMENT ALONG WITH THE RECORDED PLAT OF SUBDIVISION.
5) THIS PROPERTY MAY BE WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF PALATINE AND AS SUCH IS SUBJECT TO ZONING AND BUILDING RESTRICTIONS.
6) FIELD WORK COMPLETED ON NOVEMBER 21, 2022.
7) ALL MONUMENT TIES ARE MEASURED PERPENDICULAR TO THE PROPERTY LINE(S).
8) IMPROVEMENTS WITHIN THE SUB-STATION FENCE WERE NOT LOCATED.
9) TRANSMISSION RIGHT-OF-WAY IS A SWAMP WITH DEEP STANDING WATER. ALL IMPROVEMENTS ARE NOT SHOWN HERON DUE TO ACCESS.

STATE OF ILLINOIS)
COUNTY OF KANE) SS

WE, RIDGELINE CONSULTANTS, LLC., ILLINOIS PROFESSIONAL DESIGN FIRM NO. 184-004766, DO HEREBY CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY. SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS WHICH AN ACCURATE TITLE SEARCH MAY DISCLOSE.

DATED AT MONTGOMERY, ILLINOIS ON JANUARY 10, 2023.

STATE OF ILLINOIS
STACY L. STEWART
035-003415
MONTGOMERY, ILLINOIS
PROFESSIONAL LAND SURVEYOR

PALATINE TSS102 (590 W. COLFAX STREET) (COMED #22-346)

N.W. 1/4 OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

CAD: TLC | CONTRACT NO.: 1279610 | ORDER NO.: 22-346 | SHT NO.
DATE: 6/8/22 | SCALE: 1" = 40' | 1 OF 2
OFFICE: SLS | FIELD:
DWG. NO.: 2022-0327 | ELEC. FILE: SURVEY

APPV'D BY: SLS
CHK'D BY: SLS

NO.	REVISIONS DESCRIPTION
#1	7/18/22 REVISED PER CLIENT REQUEST
#2	12/9/22 ADDED SHEET 2 &3
#3	1/10/23 REVISED PER CLIENT COMMENTS
#4	1/11/23 CHANGE BOUNDARY LINE ALONG HIGHWAY AND LEGAL DESCRIPTION

RIDGELINE CONSULTANTS
1661 AUCUTT ROAD
MONTGOMERY, IL. 60538
(630)-801-7927

Ridgeline CONSULTANTS
CONSULTING ENGINEERS
LAND SURVEYORS
PROFESSIONAL DESIGN FIRM NO. 184-004766

NICHOLAS RUTTIGER
SURVEYING SERVICES
ONE LINCOLN CENTRE / 13TH FLOOR
OAKBROOK TERRACE, IL. 60181 (06-SE003)
PHONE: (815)295-9643
Nicholas.Ruettiger@ComEd.com

comed SM
AN EXELON COMPANY

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

Plat of Survey

North

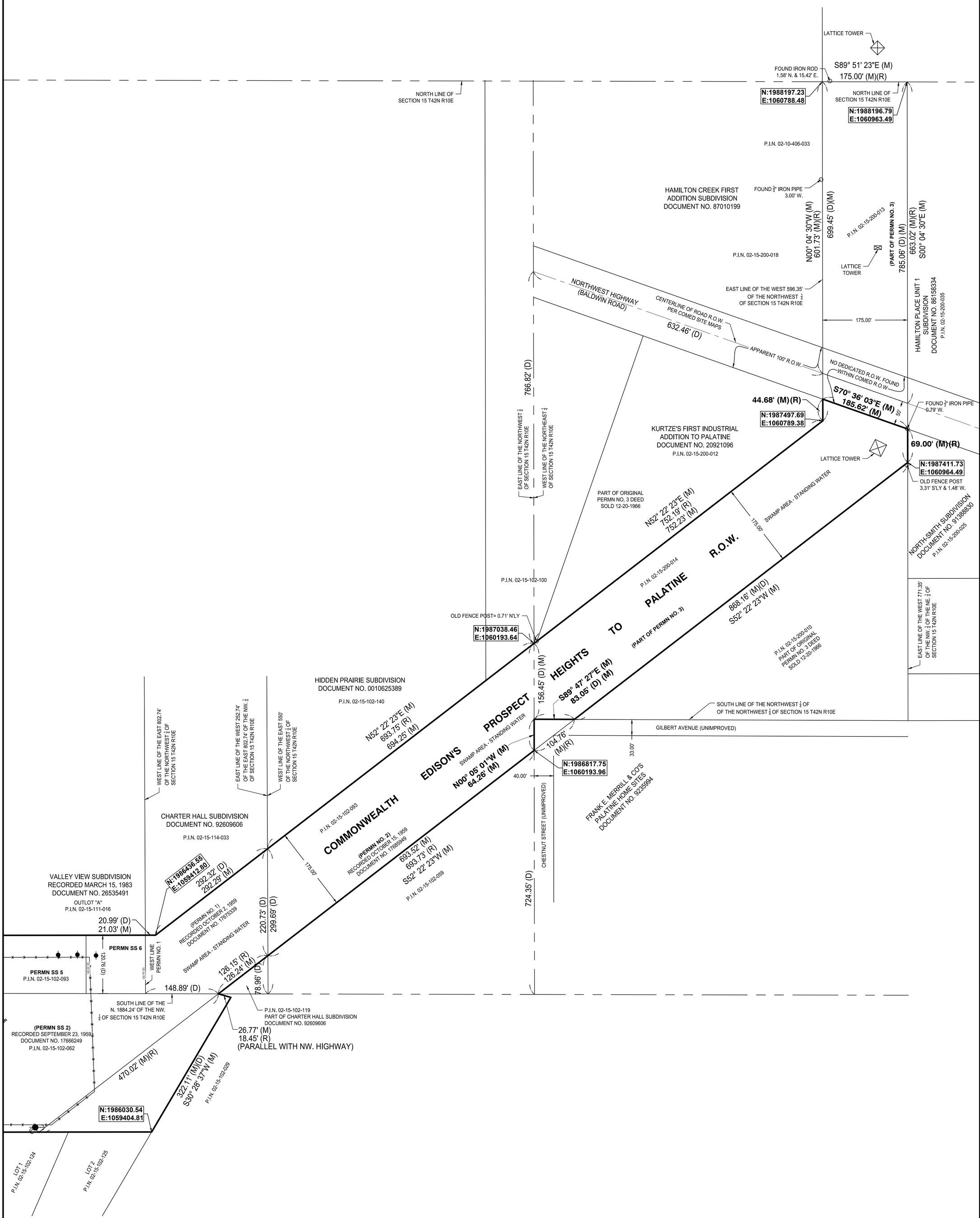
Scale 1" = 100'

100' 0' 100' 200'

LEGAL DESCRIPTION:

THAT PART OF THE NORTH HALF OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS, LYING NORTH OF THE NORTHERLY LINE OF OLD NORTHWEST HIGHWAY.

(SEE PAGE 3 FOR DETAILED LEGAL DESCRIPTIONS)



PALATINE TSS102 (590 W. COLFAX STREET) (COMED #22-346)

N. 1/2 OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

CAD: TLC	CONTRACT NO.: 1279610	ORDER NO.: 22-346	SHT NO.
FIELD: SURVEY	DATE: 6/8/22	SCALE: 1" = 100'	2 OF 2
OFFICE: SLS			
DWG. NO.: 2022-0327	ELEC. FILE:		

APP'D BY: SLS

CHK'D BY: SLS

NO.	DESCRIPTION
#1	7/18/22 REVISED PER CLIENT REQUEST
#2	12/9/22 ADDED SHEET 2 & 3
#3	1/10/23 REVISED PER CLIENT COMMENTS
#4	1/11/23 CHANGE BOUNDARY LINE ALONG HIGHWAY AND LEGAL DESCRIPTION

RIDGELINE CONSULTANTS
1661 AUCUTT ROAD
MONTGOMERY, IL. 60538
(630)-801-7927

Ridgeline CONSULTANTS
CONSULTING ENGINEERS
LAND SURVEYORS
PROFESSIONAL DESIGN FIRM NO. 184-004766

NICHOLAS RUTTIGER
SURVEYING SERVICES
ONE LINCOLN CENTRE / 13TH FLOOR
OAKBROOK TERRACE, IL. 60181 (06-SE003)
PHONE: (815)295-9643
Nicholas.Ruettiger@ComEd.com

comed SM
AN EXELON COMPANY

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

Plat of Survey

LEGAL DESCRIPTION FOR PERMN 1:

THAT PART OF THE WEST TWO HUNDRED FIFTY-TWO AND SEVENTY-FOUR HUNDREDTHS (252.74) FEET OF THE EAST EIGHT HUNDRED TWO AND SEVENTY-FOUR HUNDREDTHS (802.74)FEET OF THE NORTH ONE THOUSAND EIGHT HUNDRED EIGHTY-FOUR AND TWENTY-FOUR HUNDREDTHS (1884.24)FEET OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION FIFTEEN (15), TOWNSHIP FORTY-TWO (42) NORTH, RANGE TEN (10) EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE EAST LINE OF THE ABOVE DESCRIBED PROPERTY WHICH IS SEVENTY-EIGHT AND NINETY-SIX HUNDREDTHS (78.96) FEET NORTH OF THE SOUTHEAST CORNER THEREOF; THENCE NORTH ALONG SAID EAST LINE TWO HUNDRED TWENTY AND SEVENTY-THREE HUNDREDTHS (220.73) FEET TO A POINT; THENCE SOUTHWESTERLY ALONG A DIAGONAL LINE TWO HUNDRED NINETY-TWO AND THIRTY-TWO HUNDREDTHS (292.32) FEET TO A POINT WHICH IS ONE HUNDRED TWENTY AND SEVENTY-SIX HUNDREDTHS (120.76) FEET NORTH OF THE SOUTH LINE AND TWENTY AND NINETY-NINE HUNDREDTHS (20.99) FEET EAST OF THE WEST LINE THEREOF; THENCE WEST TWENTY AND NINETY-NINE HUNDREDTHS (20.99) FEET, TO A POINT ON THE WEST LINE THEREOF WHICH IS ONE HUNDRED TWENTY AND SEVENTY HUNDREDTHS (120.70) FEET NORTH OF THE SOUTHWEST CORNER THEREOF; THENCE SOUTH ALONG SAID WEST LINE ONE HUNDRED TWENTY AND SEVENTY HUNDREDTHS (120.70) FEET TO SAID SOUTH LINE; THENCE EAST ALONG SAID SOUTH LINE ONE HUNDRED FORTY-NINE AND EIGHTY-NINE HUNDREDTHS (149.89) FEET TO A POINT; THENCE NORTHEASTERLY ALONG A LINE WHICH IS ONE HUNDRED SEVENTY- FIVE (175) FEET SOUTHEASTERLY OF (MEASURED AT RIGHT ANGLES TO) AND PARALLEL WITH THE AFORESAID DIAGONAL LINE ONE HUNDRED TWENTY-EIGHT AND NINETY-EIGHT HUNDREDTHS (128.98) FEET TO THE POINT OF BEGINNING, SITUATED IN THE COUNTY OF COOK, IN THE STATE OF ILLINOIS.

LEGAL DESCRIPTION FOR PERMN 2:

THAT PART OF THE EAST FIVE HUNDRED FIFTY (550) FEET OF THE NORTH ONE THOUSAND EIGHT HUNDRED EIGHTY-FOUR AND TWENTY-FOUR HUNDREDTHS (1884.24) FEET OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION FIFTEEN (15), TOWNSHIP FORTY-TWO (42)NORTH, RANGE TEN (10) EAST OF THE THIRD PRINCIPAL MERIDIAN, COOK COUNTY, ILLINOIS, LYING SOUTHERLY OF A DIAGONAL LINE DRAWN FROM A POINT ON THE WEST LINE OF SAID PARCEL OF LAND, WHICH IS TWO HUNDRED NINETY-NINE AND SIXTY-NINE HUNDREDTHS (299.69) FEET NORTH OF THE SOUTHWEST CORNER THEREOF TO A POINT ON THE EAST LINE OF SAID PARCEL, WHICH IS SEVEN HUNDRED TWENTY-FOUR AND THIRTY-FIVE HUNDREDTHS (724.35) FEET NORTH OF THE SOUTHEAST CORNER THEREOF.

LEGAL DESCRIPTION FOR PART OF PERMN 3:

THAT PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION FIFTEEN (15), TOWNSHIP FORTY-TWO (42) NORTH, RANGE TEN (10) EAST OF THE THIRD PRINCIPAL MERIDIAN, COOK COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE NORTH LINE OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION FIFTEEN (15), FIVE HUNDRED NINETY-SIX AND THIRTY-FIVE HUNDREDTHS (596.35) FEET EAST OF THE NORTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION FIFTEEN (15); THENCE SOUTH ALONG A LINE FIVE HUNDRED NINETY-SIX AND THIRTY-FIVE HUNDREDTHS (596.35) FEET EAST OF AND PARALLEL TO THE WEST LINE OF SAID NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION FIFTEEN (15), SIX HUNDRED NINETY-NINE AND FORTY-FIVE HUNDREDTHS (699.45) FEET TO A POINT; THENCE SOUTHWESTERLY SEVEN HUNDRED FIFTY-TWO AND NINETEEN HUNDREDTHS (752.19) FEET TO A POINT ON THE WEST LINE OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION FIFTEEN (15), WHICH IS ONE HUNDRED FIFTY-SIX AND FORTY-FIVE (156.45) FEET NORTH OF THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION FIFTEEN (15); THENCE SOUTH ALONG SAID WEST LINE ONE HUNDRED FIFTY-SIX AND FORTY-FIVE HUNDREDTHS (156.45) FEET TO SAID SOUTHWEST CORNER; THENCE EAST ALONG THE SOUTH LINE OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION FIFTEEN (15), EIGHTY-THREE AND FIVE HUNDREDTHS (83.05) FEET TO A POINT; THENCE NORTHEASTERLY EIGHT HUNDRED SIXTY-EIGHT AND SIXTEEN HUNDREDTHS (868.16) FEET TO A POINT ON A LINE WHICH IS SEVEN HUNDRED SEVENTY-ONE AND THIRTY-FIVE HUNDREDTHS 771.35) FEET EAST OF AND PARALLEL TO THE WEST LINE OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION FIFTEEN (15), SAID POINT BEING SEVEN HUNDRED EIGHTY-FIVE AND SIX HUNDREDTHS (785.06)FEET SOUTH OF (MEASURED ALONG SAID PARALLEL LINE) THE NORTH LINE OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION FIFTEEN (15); THENCE NORTH ALONG THE LAST DESCRIBED PARALLEL LINE SEVEN HUNDRED EIGHTY-FIVE AND SIX HUNDREDTHS (785.06) FEET TO A POINT ON THE NORTH LINE OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION FIFTEEN (15), WHICH IS ONE HUNDRED SEVENTY-FIVE (175)FEET EAST OF THE POINT OF BEGINNING; THENCE WEST ALONG SAID NORTH LINE ONE HUNDRED SEVENTY-FIVE (175)FEET TO THE POINT OF BEGINNING; EXCEPTING THEREFROM THAT PART LYING NORTH OF A LINE DRAWN 50.00 SOUTH AND PARALLEL TO THE CENTERLINE OF BALDWIN ROAD (NORTHWEST HIGHWAY), SITUATED IN THE COUNTY OF COOK, IN THE STATE OF ILLINOIS.

LEGAL DESCRIPTION FOR PERMN SS1:

THAT PART OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION FIFTEEN (15), TOWNSHIP FORTY-TWO (42) NORTH, RANGE TEN (10) EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: BEGINNING AT A POINT IN THE WEST LINE OF THE EAST HALF OF THE NORTHWEST QUARTER OF SAID SECTION FIFTEEN (15) AS SHOWN ON JOANS GARDENS SUBDIVISION, AS RECORDED JULY 22, 1957, AS DOCUMENT 16963023, IN COOK COUNTY, ILLINOIS, WHICH IS TWO THOUSAND SEVENTY-NINE AND FOUR HUNDREDTHS (2079.04) FEET BY DEED, (TWO THOUSAND FIFTY-FOUR AND THIRTY-SEVEN HUNDREDTHS) (20.54.37) FEET MEASURED) SOUTH OF THE NORTH LINE OF SAID SECTION FIFTEEN (15) AS MEASURED ALONG SAID WEST LINE, SAID POINT BEING THE POINT OF CURVE OF A CURVE HAVING A RADIUS OF EIGHT HUNDRED FIFTY-EIGHT AND THIRTY HUNDREDTHS (858.30) FEET CONVEX TO THE SOUTHWEST; THENCE CONTINUING SOUTH ALONG THE WEST LINE OF SAID EAST HALF OF THE NORTHWEST QUARTER, A DISTANCE OF ONE HUNDRED SIXTEEN AND SEVENTY-THREE HUNDREDTHS (116.73) FEET; THENCE EAST ALONG A LINE FORMING AN ANGLE OF 90° 04' FROM NORTH TO EAST WITH THE LAST DESCRIBED LINE A DISTANCE OF SEVEN AND EIGHTY-SEVEN HUNDREDTHS (7.87) FEET TO THE INTERSECTION OF SAID LINE WITH A CURVED LINE HAVING A RADIUS OF EIGHT HUNDRED FIFTY-EIGHT AND THIRTY HUNDREDTHS (858.30) FEET, CONVEX TO THE SOUTHWEST; THENCE NORTHERLY ALONG SAID CURVED LINE AN ARC DISTANCE OF ONE HUNDRED SEVENTEEN AND NINE HUNDREDTHS (117.09) FEET TO THE POINT OF BEGINNING.

LEGAL DESCRIPTION FOR PERMN SS2:

THAT PART OF THE WEST HALF OF SECTION FIFTEEN (15), TOWNSHIP FORTY TWO (42), RANGE TEN (10) EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE CENTERLINE OF THE NORTHWEST HIGHWAY ONE THOUSAND TWO HUNDRED FORTY SIX AND SIXTY-ONE HUNDREDTHS (1246.61) FEET NORTHWESTERLY OF THE INTERSECTION WITH THE EAST LINE OF THE WEST HALF OF SECTION FIFTEEN (15); THENCE NORTHEASTERLY AT RIGHT ANGLES WITH THE SAID HIGHWAY EIGHT HUNDRED SEVENTY ONE AND TWENTY HUNDREDTHS (871.20) FEET FOR A POINT OF BEGINNING OF THIS TRACT; THENCE NORTHWESTERLY PARALLEL WITH SAID HIGHWAY EIGHTEEN AND FORTY-FIVE HUNDREDTHS (18.45) FEET TO A LINE ONE THOUSAND EIGHT HUNDRED EIGHTY FOUR AND TWENTY-FOUR HUNDREDTHS (1884.24) FEET SOUTH OF AND PARALLEL WITH THE NORTH LINE OF SAID SECTION; THENCE WEST ON SAID LINE SIX HUNDRED SIXTY SEVEN AND SIXTY-SEVEN HUNDREDTHS (667.67) FEET TO THE WEST LINE OF THE EAST HALF OF SAID WEST HALF AS SHOWN IN JOAN'S GARDENS SUBDIVISION RECORDED JULY 22, 1957; THENCE SOUTH ALONG THE WEST LINE OF THE EAST HALF OF SAID WEST HALF A DISTANCE OF TWO HUNDRED EIGHTY SIX AND EIGHTY-SIX HUNDREDTHS (286.86) FEET TO A POINT; THENCE EAST ALONG A LINE FORMING AN ANGLE OF NINETY (90) DEGREES, FOUR (04) MINUTES FROM NORTH TO EAST WITH THE LAST DESCRIBED LINE A DISTANCE OF FIVE HUNDRED TWENTY SIX AND SEVENTY HUNDREDTHS (526.70) FEET TO THE INTERSECTION OF SAID LINE WITH THE FIRST DESCRIBED RIGHT ANGLE LINE; THENCE NORTHEASTERLY ALONG SAID FIRST DESCRIBED RIGHT ANGLE LINE A DISTANCE OF THREE HUNDRED TWENTY TWO AND ELEVEN HUNDREDTHS (322.11) FEET TO THE POINT OF BEGINNING, OF THIS TRACT; EXCEPTING THAT PART OF SAID PREMISES LYING WESTERLY OF A LINE DESCRIBED AS FOLLOWS: COMMENCING ON THE EAST LINE OF THE WEST HALF OF SAID SECTION AT A POINT ONE HUNDRED (100) FEET NORTHEASTERLY OF (MEASURED AT RIGHT ANGLES TO) THE NORTHEASTERLY LINE OF THE LANDS AND RIGHT-OF-WAY OF THE CHICAGO AND NORTHWESTERN RAILWAY COMPANY; THENCE NORTHWESTERLY PARALLEL WITH AND ONE HUNDRED (100) FEET NORTHEASTERLY OF (MEASURED AT RIGHT ANGLES TO) THE NORTHEASTERLY LINE OF THE LANDS AND RIGHT-OF-WAY OF THE CHICAGO AND NORTHWESTERN RAILWAY COMPANY NINE HUNDRED NINETY THREE AND ONE TENTH (993.1) FEET; THENCE ALONG A CURVE TO THE RIGHT WITH A RADIUS OF EIGHT HUNDRED FIFTY EIGHT AND THREE TENTHS (858.3) FEET A DISTANCE OF EIGHT HUNDRED EIGHTY NINE AND SIXTY-EIGHT HUNDREDTHS (889.68) FEET TO THE WEST LINE OF THE EAST HALF OF THE WEST HALF OF SAID SECTION.

LEGAL DESCRIPTION FOR PERMN SS4:

THAT PART OF THE NORTH ONE THOUSAND EIGHT HUNDRED EIGHTY-FOUR AND TWENTY-FOUR HUNDREDTHS (1,884 .24) FEET OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION FIFTEEN (15), TOWNSHIP FORTY-TWO (42) NORTH, RANGE TEN (10) EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING WEST OF A LINE DRAWN ONE THOUSAND ONE HUNDRED SIXTY-FOUR AND FORTY-FOUR HUNDREDTHS (1,164.44) FEET WEST OF AND PARALLEL TO THE EAST LINE OF SAID NORTHWEST QUARTER OF SECTION FIFTEEN (15), WHICH SAID PART LIES SOUTH OF A LINE DRAWN FROM A POINT ON THE EAST LINE THEREOF WHICH IS ONE HUNDRED NINETEEN AND SIXTY HUNDREDTHS (119.60) FEET NORTH OF THE SOUTHEAST CORNER THEREOF TO A POINT ON THE WEST LINE OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION FIFTEEN (15), AS SHOWN ON "JOANS GARDENS" SUBDIVISION, RECORDED JULY 22, 1957, AS DOCUMENT NO. 169630 IN COOK COUNTY, ILLINOIS, WHICH IS ONE HUNDRED NINETEEN AND FOURTEEN HUNDREDTHS (119.14) FEET NORTH OF THE SOUTHWEST CORNER THEREOF.

LEGAL DESCRIPTION FOR PERMN SS5:

THAT PART OF THE WEST TWO HUNDRED THIRTY NINE AND THIRTY-EIGHT HUNDREDTHS (239.38) FEET OF THE EAST ONE THOUSAND ONE HUNDRED SIXTY FOUR AND FORTY-FOUR HUNDREDTHS (1164.44) FEET OF THE NORTH ONE THOUSAND EIGHT HUNDRED EIGHTY FOUR AND TWENTY TOUR HUNDREDTHS (1884.24) FEET OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION FIFTEEN (15), TOWNSHIP FORTY TWO (42) NORTH, RANGE TEN (10) EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING SOUTH OF A LINE DRAWN FROM POINT ON THE EAST LINE OF SAID WEST TWO HUNDRED THIRTY NINE AND THIRTY-EIGHT HUNDREDTHS (239.38) FEET WHICH IS ONE HUNDRED TWENTY AND THIRTY-TWO HUNDREDTHS (120.32) FEET NORTH OF THE SOUTHEAST CORNER THEREOF TO A POINT ON THE WEST LINE OF SAID WEST TWO HUNDRED THIRTY NINE AND THIRTY-EIGHT HUNDREDTHS (239.38) FEET, WHICH IS ONE HUNDRED NINETEEN AND SIXTY HUNDREDTHS (119.60) FEET NORTH OF THE SOUTHWEST CORNER THEREOF.

LEGAL DESCRIPTION FOR PERMN SS6:

THAT PART OF THE EAST ONE HUNDRED TWENTY-TWO AND THIRTY-TWO HUNDREDTHS (122.32) FEET OF THE WEST TWO HUNDRED FORTY-TWO AND NINETY-EIGHT HUNDREDTHS (242.98) FEET OF THE EAST ONE THOUSAND FORTY-FIVE AND SEVENTY-TWO HUNDREDTHS (1045.72) FEET OF THE NORTH ONE THOUSAND EIGHT HUNDRED EIGHTY-FOUR AND TWENTY-FOUR HUNDREDTHS (1884.24) FEET OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION FIFTEEN (15), TOWNSHIP FORTY-TWO (42) NORTH, RANGE TEN (10) EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING SOUTH OF A LINE DRAWN FROM A POINT ON THE EAST LINE OF SAID EAST ONE HUNDRED TWENTY-TWO AND THIRTY-TWO HUNDREDTHS (122.32) FEET WHICH IS ONE HUNDRED TWENTY AND SEVENTY HUNDREDTHS (120.70) FEET NORTH OF THE SOUTHEAST CORNER THEREOF TO A POINT ON THE WEST LINE OF SAID EAST ONE HUNDRED TWENTY-TWO AND THIRTY -TWO HUNDREDTHS (122.32) FEET WHICH IS ONE HUNDRED TWENTY AND THIRTY- TWO HUNDREDTHS (120.32) FEET NORTH OF THE SOUTHWEST CORNER THEREOF.

PALATINE TSS102 (590 W. COLFAX STREET) (COMED #22-346)

N. 1/2 OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

CAD: TLC | CONTRACT NO.: 1279610 | ORDER NO.: 22-346 | SHT NO.: 3 OF 3
DATE: 6/8/22 | SCALE: 1" = 100'
OFFICE: SLS | FIELD: | CREW:
DWG. NO.: 2022-0327 | ELEC. FILE: SURVEY

APPV'D BY: SLS
CHK'D BY: SLS

REVISIONS

NO.		DESCRIPTION
#1	7/18/22	REVISED PER CLIENT REQUEST
#2	12/9/22	ADDED SHEET 2 & 3
#3	1/10/23	REVISED PER CLIENT COMMENTS
#4	1/11/23	CHANGE BOUNDARY LINE ALONG HIGHWAY AND LEGAL DESCRIPTION

RIDGELINE CONSULTANTS
1661 AUCUTT ROAD
MONTGOMERY, IL. 60538
(630)-801-7927

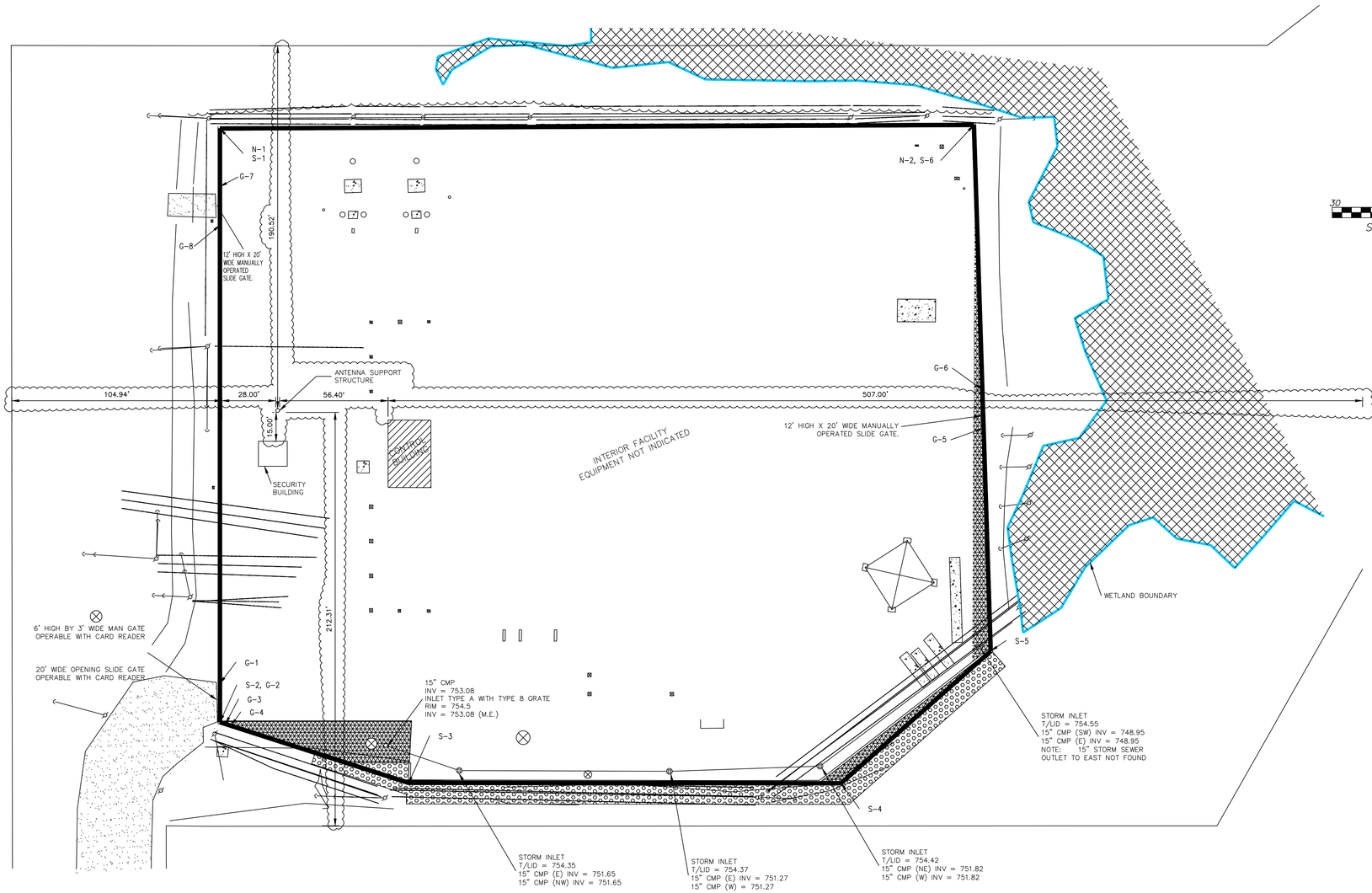
Ridgeline CONSULTANTS
CONSULTING ENGINEERS
LAND SURVEYORS
PROFESSIONAL DESIGN FIRM NO. 184.004766

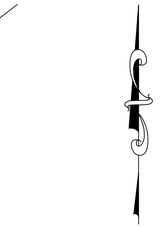
NICHOLAS RUTTIGER
SURVEYING SERVICES
ONE LINCOLN CENTRE / 13TH FLOOR
OAKBROOK TERRACE, IL. 60181 (06-SE003)
PHONE: (815)295-9643
Nicholas.Ruettiger@ComEd.com

comed SM
AN EXELON COMPANY

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

102.15-1





LEGEND

- = POWER POLE
- = GUY WIRE ANCHOR
- = POLE FOUNDATION
- = BUILDING
- = CONCRETE
- = CRUSHED AGGREGATE, CA6 W/FILTER FABRIC
- = STONE RIP RAP, A3 W/FILTER FABRIC
- = WETLAND AREA
- = STORM SEWER LINE
- = OVERHEAD ELECTRIC LINE
- = TOP OF BANK
- = BOTTOM OF BANK (TOE OF SLOPE)
- = WETLAND BOUNDARY LINE
- =

GENERAL NOTES:

1. TOPOGRAPHIC & BOUNDARY INFORMATION OBTAINED ON 10-21-15 & 10-22-15 BY ETSCHEID, DUTTLINGER & ASSOCIATES, INC.
2. WETLAND BOUNDARY & WETLAND BUFFER INFORMATION PER DELINEATION PERFORMED BY CHRISTOPHER B. BURKE ENGINEERING LTD. DATED 10-30-15. WETLAND BUFFER TERMINATES AT EAST EDGE OF EXISTING AGGREGATE.
3. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION'S "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" ADOPTED APRIL 1, 2016 AND SUPPLEMENTAL SPECIFICATIONS AND RECURRING SPECIAL PROVISIONS, LATEST EDITION.
4. SITE SECURITY TO BE COORDINATED WITH OWNER AND MAINTAINED AT ALL TIMES DURING CONSTRUCTION.
5. CONTRACTOR SHALL COORDINATE THE LOCATION OF ALL GATES WITH THE OWNER & INSTALL ALL FENCING, GATES, AND APPURTENANCES PER MANUFACTURERS RECOMMENDATIONS & DETAILS.
6. CONTRACTOR SHALL PERFORM GRADING AS REQUIRED TO CONSTRUCT ALL FENCING & GATES TO SECURITY STANDARDS AND PER MANUFACTURERS RECOMMENDATIONS.
7. SEE ADDITIONAL DRAWINGS FOR FENCING AND GATE DETAILS.

8' SECURITY FENCE COORDINATES

LOCATION	NORTHING	EASTING
N-1	1986392.94	1058885.99
N-2	1986394.81	1059278.22

12' SECURITY FENCE COORDINATES

LOCATION	NORTHING	EASTING
S-1	1986392.94	1058885.99
S-2	1986084.06	1058885.98
S-3	1986052.57	1058983.96
S-4	1986052.32	1059209.08
S-5	1986121.06	1059286.96
S-6	1986394.81	1059278.22

GATE COORDINATES

LOCATION	NORTHING	EASTING
G-1	1986104.06	1058885.98
G-2	1986084.06	1058885.98
G-3	1986083.14	1058888.84
G-4	1986082.23	1058891.69
G-5	1986236.96	1059283.26
G-6	1986256.95	1059282.62
G-7	1986362.65	1058885.99
G-8	1986342.65	1058885.99

REV.	DATE	DESCRIPTION	PREP.	REV.	APPR.
--					
--					
--					
A1A	08-08-22	FOR PERMITTING	DBB	MTE	

MILHOUSE℠
Milhouse Engineering & Construction INC
Illinois Department of Professional Regulation Registration No. 184-003176

REV.	DATE	DESCRIPTION			
--					
--					
A1			MIL		MIL
A	02-25-19	FOR RECORD W.O. #B150320/13852290	S&L		S&L
			TECH.		ENG.

ComEd An Exelon Company
Commonwealth Edison Co.
Chicago, Illinois
Transmission and Distribution Operations

SITE PLAN

TSS 102 PALATINE DC 00 SC

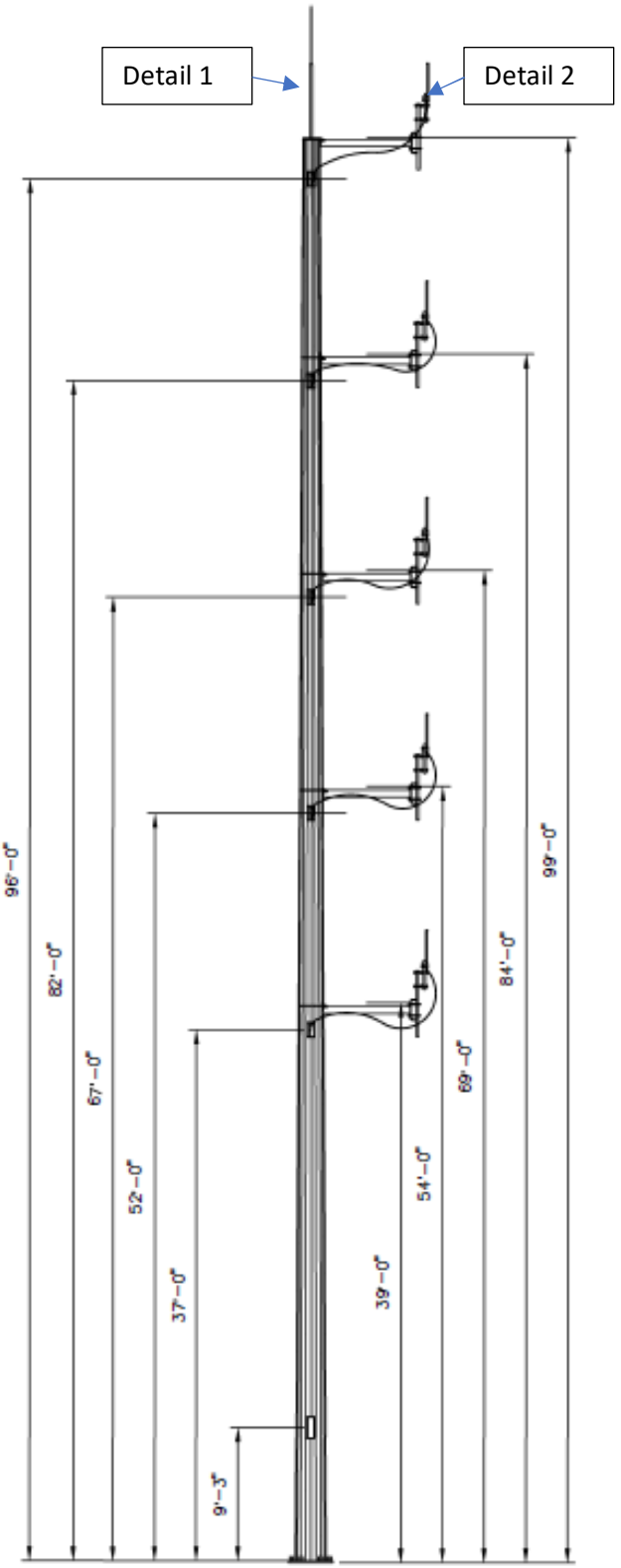
SCALE 1" = 30'-0" DATE 07-14-16
DRAWN BY MEM
ENG. BY DLA

THIS MATERIAL IS THE PROPERTY OF COMED AND CONTAINS CONFIDENTIAL INFORMATION WHICH MUST NOT BE DUPLICATED, USED OR DISCLOSED OTHER THAN AS EXPRESSLY AUTHORIZED BY COMED.

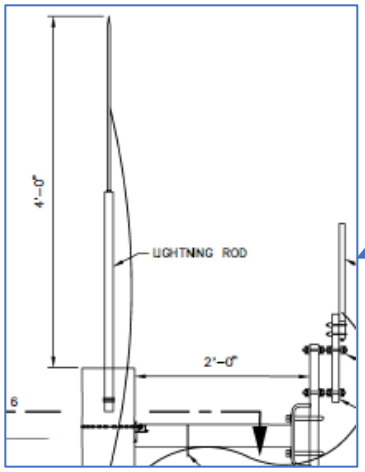
102.15-1

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

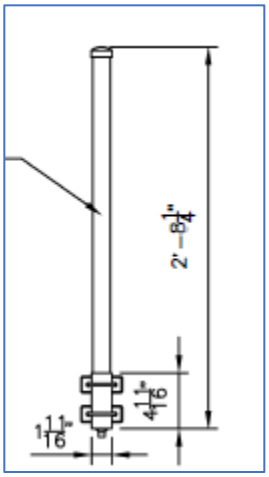
ComEd TSS 102 Palatine, W. Northwest Hwy, Palatine - Structure Exhibit



DETAIL 10
MONOPOLE ANTENNA ELEVATION
SCALE: 1/8" = 1'-0"
FOR ALL MONOPOLE DETAILS SEE DWGS (580.X-X THROUGH 580.X-X)



Detail 1



Detail 2

Note: elevation does not reflect Structure installation on top of a concrete foundation extending 12" above grade.

ComEd An Exelon Company
Commonwealth Edison Co.
Chicago, Illinois
Transmission and Distribution Operations

hbk ENGINEERING
A QUANTA SERVICES COMPANY

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

TSS 102 Palatine - Height Exhibit of Existing Taller Structures at Substation

Attachment: ZBA Materials including Public Notice - March 2 3 (640 W. Colfax Street - SU Antennae Tower)

PUBLIC NOTICE
A Public Hearing will be held before the Palatine Zoning Board of Appeals on Tuesday, March 28, 2023 at 7 PM, in the Village Council Chambers at Palatine Village Hall, 200 E. Wood Street, relative to a request for the following:
Special Use to permit the height of an antennae tower structure to be 104 feet, instead of the maximum permitted 80 feet.
The property is commonly known as 636-640 W. Colfax Street.
The Petitioner is proposing to construct a new antennae tower structure to assist in ComEd's communication and service monitoring activities. The proposed tower will be located approximately 133 feet from the nearest third party owned property to the west of the access drive serving the Subject Property. The proposed tower will be completely within an existing 12-foot tall fence that surrounds the perimeter of the subject property and the peak height of the tower will be 104 feet.
The above petition has been filed by Commonwealth Edison Company and is available for examination in the office of the Village Clerk, 200 E. Wood Street.
FILE #: SU-000013-2023
VILLAGE OF PALATINE
Jan Wood, Chair
Palatine Zoning Board of Appeals
DATED: This 13th day of March, 2023
Published in Daily Herald March 13, 2023 (4596670)

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Northwest Suburbs
Daily Herald

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 **Northwest Suburbs DAILY HERALD**. That said **Northwest Suburbs DAILY HERALD** is a secular newspaper, published in Arlington Heights, Cook County, State of Illinois, and has been in general circulation daily throughout Cook County, continuously for more than 50 weeks prior to the firs Publication of the attached notice, and a newspaper as defined by 715 ILCS 5/

I further certify that the **Northwest Suburbs DAILY HERALD** is a newspape 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 03/13/2023
in said **Northwest Suburbs DAILY HERALD**. This notice was also placed o a statewide public notice website as required by 5 ILCS 5/2.1.

BY _____
Designee of the Publisher of the Daily Herald

Control # 4596670

PADDOCK PUBLICATIONS, INC. Corporate SEAL ILLINOIS

Attachment: ZBA Materials including Public Notice - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

4. 640 W. Colfax Street

Notice was published in the Daily Herald on March 13, 2023 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

1. Application for Special Use
2. Proof of Ownership
3. Plat of Survey
4. Site Plan
5. Tower Structure Elevations
6. ComEd Structure Height Exhibit
7. Public Notice

Mr. Cavanaugh recused himself.

Sworn in petitioner Mr. Joseph Turnage, external affairs for ComEd, 201 Arthur St. Mt Prospect, IL

Mr. Turnage looking to present project to install antenna structure which is part of an overall grid enhancement designed to communicate with other distribution automation devices throughout the ComeEd service territory center and transmit the data back to distribution center. He stated the project team is here to answer any questions.

Sworn in Mr. Will Otter, land use council for ComEd, 1 S. Dearborn Chicago, IL

Mr. Otter presented an overview through a slide presentation. He pointed out the location is setback significantly off of Colfax Street. He stated the surrounding area is a mix of light industrial uses and residential. He spoke to the location being limited due to existing electrical infrastructure and overhead power lines. Mr. Otter spoke to the substation enhancement details being 100' with 4' lightning rod on top to communicate with sensors around Palatine. He stated it will be located close to the substation existing security building and significantly away from any neighboring uses with mature landscaping in between. He explained the special use is to increase the maximum heights from 80' to 104'. Mr. Otter spoke to the Community benefits that include enhanced electrical grid reliability and improved electrical grid efficiency. He referred to slide to show map of regional monitoring devices and sensors around substation. He stated ComEd will continue to grow the smart grid system adding more sensors in the Palatine area and these antennas will help deal with those.

Ms. Wood clarified there are no tower in the area.
Mr. Otter explained the towers go to substations that have existing control buildings. He stated they are currently located at Schaumburg, Prospect Heights, Lake Zurich and recently Barrington.

Mr. Pirog asked if all are 104' tall.

Attachment: DRAFT ZBA Minutes - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

Mr. Otter stated Prospect Heights and Barrington are the same.

Mr. McGinn asked about the difference between 80' and 104'.
Mr. Otter referred to schematic drawing of antennae slide explaining they have not gone to 80' with any other substation.

Ms. Wood asked if there is any uniqueness connecting to the smart grid that would emit radiation or any environmental health concern.
Mr. Otter answered no. He explained this is different from a cell tower. He stated it would operate on a very low power radio band similar to walkie-talkies and baby monitors.

Mr. McGinn asked if there will be any flashing lights.
Mr. Otter answered no. He stated FAA determined that it will not be a hazard to air travel so no lights will be required. He stated it will blend in with other infrastructure.

Mr. Pirog stated the area has power outages. He asked if this too will lose power.

Sworn in Mr. David Blackmore, IT project manager, 303 Fairmont Ct St. Charles, IL
Mr. Blackmore explained they have to put the poles near the control building that have battery backup. He stated the antennas are connected to it rack of equipment that also have batteries.

Mr. Pirog asked if there will be generators.
Mr. Blackmore stated they have large battery banks and is unsure if station has generators on site.

Ms. Wood asked if they will emit noise.
Mr. Blackmore answered no.

Ms. Wood asked about the voltage or harmful effects that will be emitted.
Mr. Blackmore explained it is on an open band like walkie-talkies and baby monitors. He stated it will have secure communication with the other devices that are communicating with it. He referred to slide to show similar structures on lot blending in to site.

Ms. Wood asked if there has been any other issues with other towns' towers.
Mr. Blackmore answered no. He stated they have more than 130 poles referring to slide to show locations of other poles.
Will spoke to co-locating on existing towers when possible.

Mr. Pirog asked if they considered a cellular network.
Mr. Blackmore explained they are using a technology that works on 900 MHz system

Attachment: DRAFT ZBA Minutes - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

Ms. Wood asked if there is a benefit to the immediate area.
Mr. Blackmore explained ComEd is putting up close to 4500 devices throughout the service territory on a yearly basis. He explained they are re-closures and the more that are out there the fewer residents go out of service and the smaller the outages. He stated the other sensors (fault indicators) is to quickly determine outages and give the ability to send crews out to exact locations Mr. Blackmore stated the more devices the better the grid.

Mr. Bradshaw gave a brief overview stating in October 2017 a variation for a 12' barbed wire fence around the property. He referred to the existing conditions slide to show the location of the proposed tower being inside the existing fence. He stated there is also a buffer of densely planted trees and shrubs between the subject property and the residential properties to the west. Alex referred to the slides to show the existing structures on the site pointing out there is approx. 5 structures that exceed the maximum 80' height with a few exceeding the proposed. He stated Community Services and Engineering have reviewed and no issues were identified.

Ms. Wood asked what the 107' is.
Mr. Bradshaw unsure but looks like transmission tower being clunkier and more substantial than what is being proposed.

Sworn in Mr. Philip Solzam 608 N. Deer Run Drive
Mr. Solzam stated he previous spoke to Mr. Turnage about the project expressing his concern about interference with over air television and FM reception. He stated he has cable service so may affect his system. He stated he was told there would be no interference but wants the technical department to confirm. Mr. Solzam clarified the number of towers existing is 5.
Mr. Bradshaw stated there are more than 5. He explained there are 5 at 80' or exceeding 80'.

Mr. Solzam asked if they plan on adding more and how many more could they add. He expressed concern with the location of the proposed antennae being directly behind residential properties and the proximity to their homes. He asked why not place further from residential on property. Mr. Solzam pointed out there is a large wetland to the west and asked if the towers would affect the wildlife or any environmental in the area.

Sworn in Mr. Brian Anderson 549 N. Stephen Drive
Mr. Anderson stated he has lived there for 23 years. He stated within the last 5 years ComEd added large towers that they view from their backyards. He stated in the last 10 years they have used the access road as a parking lot for trucks sitting idle which is a nuisance to the neighborhood. Mr. Anderson stated his neighbor could not sell their house because it backs up to station. He stated it is not well landscaped and can see from every angle walking down Stephen Dr.

Sworn in Mr. Anthony Russo 525 N. Walden Drive
Mr. Russo stated he lives pretty close and has lived there for 30 years. He

Attachment: DRAFT ZBA Minutes - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

stated he has seen no problem with wildlife. He stated it is part of the utility system. He stated the existing towers are taller than the proposed antennae and some towers have been there before the houses. Mr. Russo stated the area has not lost money and none of the townhomes have gone down in property value He stated ComEd is doing because they need it.

Ms. Wood asked if he has seen trucks idling
Mr. Russo stated the only time he has heard was during storm trouble. He stated he is a little farther away and there is a buffer between. He stated the station has been there before the homes on Stephen were built.

Ms. Wood asked staff about the truck parking concerns.
Mr. Bradshaw stated staff is not aware of any truck concerns or issues.

Mr. Blackmore addressed the concerns explaining the frequency is 906-928 which is not for television so has never had any complaints or issues. He stated he is unsure how long the other towers have been there explaining they are part of the transmission that carries the power and the proposed is not to carry lines. Mr. Blackmore stated the wild life area is a very wide right of way that towers are bringing power from far away. He explained the proposed is a communication towers to talk to devices in distribution.

Mr. McGinn asked if Mr. Blackmore can address the location.
Mr. Blackmore explained the antennae needs to be next to control building that holds the IT equipment. He explained there are underground cable trays that come back to control building so location is limited.

Ms. Wood asked if there are any plans for additional towers be needed.
Mr. Blackmore stated that is unknown.

Ms. Wood asked if there is any transmission to affect wildlife.
Mr. Blackmore stated the poles are 24 inches at base 12 inches at top. He stated they have had issues with birds nesting on them on bigger structures.

Mr. Pirog asked about shrubbery to screen in.
Mr. Turnage stated there is no landscaping associated with this project being it is inside the substation.

Ms. Wood suggested they speak to the neighbors to address concerns with trucks.
Mr. Turnage stated they are always willing to work direct and close with staff and willing to address any compliance issues.

Mr. Otter stated there is an environmental site review that is required by the FCC in connections with NEPA. He stated they have determined this structure within the substation is categorically excluded from that review.

STAFF RECOMMENDATION:

Attachment: DRAFT ZBA Minutes - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

The Petitioner is proposing to construct a new tower structure that would exceed the maximum permitted height by 24 feet. The proposed tower structure would set back 133 feet from the closest adjacent residential properties to the west, which are also buffered by a line of trees and shrubs. In addition, there are multiple existing tower structures in, and around, the enclosed substation that exceed the maximum height of 80 feet. Ultimately, the new tower structure should not cause substantial injury to the value of other properties in the surrounding neighborhood. Therefore, Staff recommends approval of the Special Use, subject to the following condition:

1. The Special Use shall substantially conform to the Site Plan and Structure Elevation submitted by the Petitioner, Commonwealth Edison Company, "ComEd", except as such plans may be changed to conform to Village Codes and Ordinances.

There were no further questions. The public hearing was closed.

Mr. Pirog made a motion to approve subject staff's conditions; seconded by Mr. McGinn

DELIBERATIONS:

Mr. Pirog stated he wished things like this were not needed but with the storms and winds they are needed. He stated it meets the standards being that it won't cause substantial injury to property and extensive cautions has been taken. He stated there are many in other areas.

Mr. McGinn stated they can do it within 80 ft. to be within ordinance and the additional height is needed to enhance the efficiency. He stated the standards have been met.

Ms. Wood agreed. She pointed out the towers and substation is already there and can add a shorter tower. She stated she understands the residents' concerns but doesn't think the addition will make much difference. She stated she hopes the residents can communicate with staff on their concerns but thinks it has met the standards.

Ms. Wood summarized that this request has met the standards and was unanimously approved by a vote of 3-0. This item will tentatively go to Village Council on April 10, 2023.

RESULT:	**RECOMMENDED TO APPROVE [3 TO 0]**
MOVER:	John Pirog, Commissioner
SECONDER:	Theodore McGinn, Commissioner
AYES:	Wood, McGinn, Pirog
ABSENT:	Roth-Wurster, Luszczak
RECUSED:	Cavanaugh

Attachment: DRAFT ZBA Minutes - March 28, 2023 (640 W. Colfax Street - SU Antennae Tower)

Consider an Ordinance Granting a Special Use to Permit a Day Care Facility and a Variation for Parking at 415 S. Creekside Drive

BACKGROUND:
The Petitioners are proposing to open a new daycare, Bumblebee Academy, which would occupy the entire existing office building. The daycare facility will have a fenced-in outdoor play area on the south side of the building. Therefore, the Petitioners are requesting approval of the following:

1) **Special Use to permit a day care facility; and**
2) **Variation to permit 26 parking spaces, instead of the minimum required 41 parking spaces.**

KEY ISSUES:
- Per the business plan, the daycare facility will have seven classrooms, as well as indoor and outdoor play areas. The daycare offers childcare services for 6-week old infants to 6 year olds. Additionally, the business plan indicates that licensed and certified Early Education teachers will be hired at the daycare.
- The submitted floor plan and occupancy count indicate that the maximum number of children is 120 and the maximum facility staff number of staff is 15. Therefore, the daycare's proposed maximum capacity for the facility is 135.
- The business plan indicates that the proposed hours of operation will be Monday - Friday 6:30 AM - 6 PM. Per the business plan, the Petitioners would use catering services for the daycare, instead of on-site cooking. The business plan also explains that there will always be at least one staff member with food protection manager certification and all staff members will complete the food handling certification.
- In the initial site plan, the outdoor playground was located on the north side of the building, with supplemental parking across S. Creekside Drive (Cotillion parking lot). Staff responded with concerns about the reduction of parking and outdoor play area location, adjacent to a residential development. Staff also had concerns about the parking location across S. Creekside Drive, without a pedestrian traffic connection.
- The outdoor playground area was subsequently relocated to the south end of the building. This allowed for the recapture of a majority of the existing on-site parking (only a 6-space reduction).
- The submitted site plan also indicates that, rather than leasing parking spaces from the Cotillion, the plan would lease five parking spaces from the Grand at Twin Lakes Senior Living Facility (directly east). These five spaces are more proximate to the Subject Property and will provide direct access through the proposed pedestrian access gate into the parking lot.
- The Petitioners have indicated on the site plan that the drive aisle along the west side of the building will function as a one-way drive with traffic flowing from north to south.
- Per the submitted site plan, there will be 31 total provided parking spaces. 26 spaces will be on-site, 10 of which are parallel spaces along the one-way drive on the west side of the building. As previously noted, 5 additional spaces would be leased from the Grand at Twin Lakes.
- The Code would assess the minimum parking requirement, for day care use, utilizing the assembly use classification (total required parking spaces=30% of maximum

capacity), which equates to 41 required spaces. As there are only 26 spaces provided on site, a parking variation is required.

- Staff reviewed and compared the ratios for other approved existing Palatine daycare uses, using the required parking/square foot and required parking/ occupancy. Ultimately, the proposed Bumble Bee Academy (with the 5 off-site parking spaces) is comparable to other existing day care facilities.
- Per the business plan, the Petitioners will not be utilizing a drop-off system. Therefore, all parents will park their car, bring the children into the building, and then depart. Once inside, a designated employee will be responsible for taking each child from the front desk area to their classroom.

ALTERNATIVES:

1. Approve the Special Use and Parking Variation to permit a day care facility at the subject property.
2. Do not approve the Special Use and Parking Variation to permit a day care facility at the subject property.

RECOMMENDATION:

Public Hearing:	March 28, 2023
Residents testifying:	None
Vote:	The Zoning Board of Appeals voted 4-0 to recommend approval of the request and Staff concurs.

ACTION REQUIRED:

A motion to approve an ordinance granting a Special Use and Parking Variation to permit a day care facility at 415 S. Creekside Drive.

ATTACHMENTS:

- Aerial Map
- ORD SU VAR 415 S Creekside Drive
- EXHIBIT - Site Plan
- EXHIBIT - Floor Plan
- EXHIBIT - Business Plan
- ZBA Materials - including the Public Notice - March 28, 2023
- DRAFT ZBA Minutes - March 28, 2023

GISConsortium | 415 S. Creekside Drive

Attachment: Aerial Map (415 S. Creekside Drive - SU Day Care)

0 300 600 ft

Print Date: 3/23/2023

Notes

Cook County Aerial 2020

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.

ORDINANCE NO. _____

AN ORDINANCE GRANTING A SPECIAL USE
415 S. CREEKSIDE DRIVE

WHEREAS, pursuant to a petition and public hearing on March 28, 2023, of which public notice was given as required by law, the Zoning Board of Appeals of the Village of Palatine, in accordance with the Zoning Ordinance of the Village of Palatine, in such case made and provided, has held such public hearing and reported their findings relative to a request for a Special Use to permit a day care facility, pursuant to Section 11.03 (d) (12) of the Village of Palatine Zoning Ordinance; and Variation to permit 26 parking spaces, instead of the minimum required 41 parking spaces pursuant to Section 7.03 (b) (1) of the Village of Palatine Zoning Ordinance, on the following legally described property:

LOT 1 IN TWIN LAKES SUBDIVISION, BEING A SUBDIVISION OF PART OF SECTION 24, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Commonly known as 415 S. Creekside Drive (02-24-106-023).

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

SECTION 1: Special Use to permit a day care facility pursuant to Section 11.03 (d) (12) of the Village of Palatine Zoning Ordinance; and Variation to permit 26 parking spaces, instead of the minimum required 41 parking spaces pursuant to Section 7.03 (b) (1) of the Village of Palatine Zoning Ordinance, is hereby granted, subject to the following condition(s):

1. **The Special Use and Variation shall substantially conform to the Site Plan, Business Plan, and Floor Plan submitted by the Petitioners,**

Attachment: ORD SU VAR 415 S Creekside Drive (415 S. Creekside Drive - SU Day Care)

Raisa & Sergiu Zabrian, except as such plans may be changed to conform to Village Codes and Ordinances.

2. **A lease agreement to utilize gate access to 5 off-site parking spaces located in the northern corner of The Grand at Twin Lakes' parking lot shall be submitted in a manner acceptable to the Director of Planning and Zoning and the Village Attorney.**

3. **Any final traffic directional signage or pavement markings for the one-way drive aisle, or pick-up and drop-off locations, shall be submitted in a manner acceptable to the Village Engineer.**

4. **The final fencing plan for the outdoor playground shall be submitted in a manner acceptable to the Director of Planning and Zoning.**

5. **The maximum occupancy shall not exceed 135 persons. The Fire Marshal shall post the maximum occupancy.**

6. **The final certificate of occupancy will be contingent upon approval by DCFS.**

SECTION 2: **That a copy of the public notice is attached hereto and form a part of this ordinance.**

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

PASSED: This _____day of _____, 2023

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

APPROVED by me this _____day of _____, 2023

_____
Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk this _____day of _____, 2023

_____
Village Clerk

Attachment: ORD SU VAR 415 S Creekside Drive (415 S. Creekside Drive - SU Day Care)

PARKING DATA:

BUILDING AREA: 9,679 SF
ON-SITE PARKING: 26
OFF-SITE PARKING: 5
STUDENTS: 120
STAFF: 15

TOTAL OCCUPANCY: 135

CONCRETE WALKWAY

(5) OFF-SITE PARKING SPACES

GATE ACCESS AT EXISTING FENCE

MODIFIED DUMPSTER LOCATION

EXISTING FENCE, SHOWN BLACK

NEW PORTION OF FENCE AT PLAY AREA, SHOWN RED

EXISTING FENCE AT PLAY AREA, SHOWN BLACK

CREEKSIDE DRIVE

415-425 CREEKSIDE DRIVE

PLAY AREA 3,678 sf

THE GRAND AT TWIN LAKES SENIOR LIVING

16'-10"

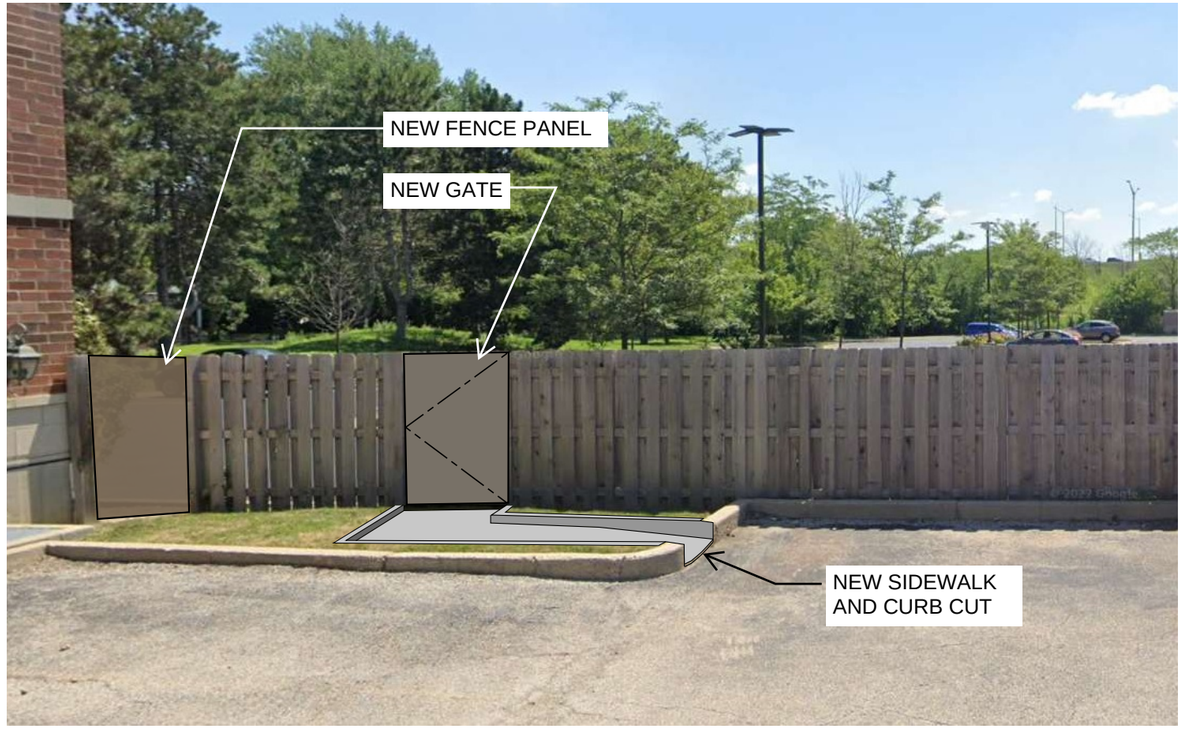
12'-0"

108.54'

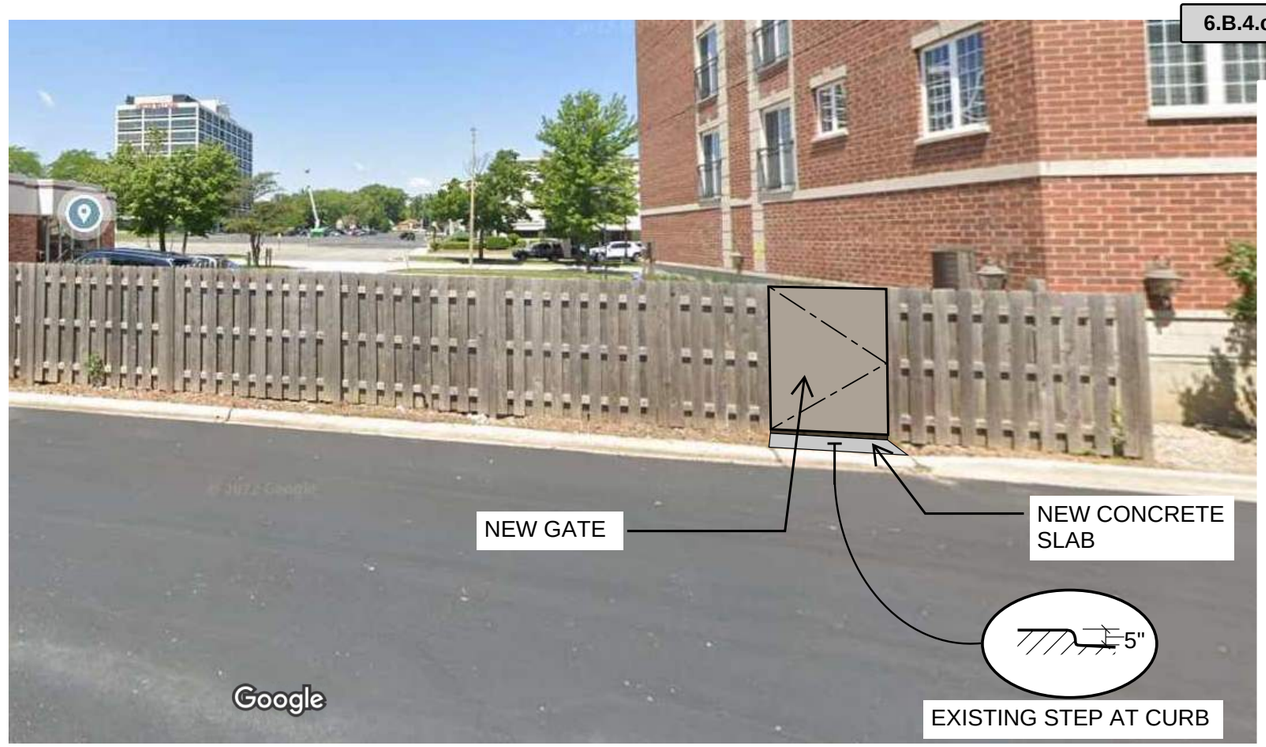
PARKING EXHIBIT 1 - PROPOSED SITE PLAN AND PARKING LAYOUT

A1

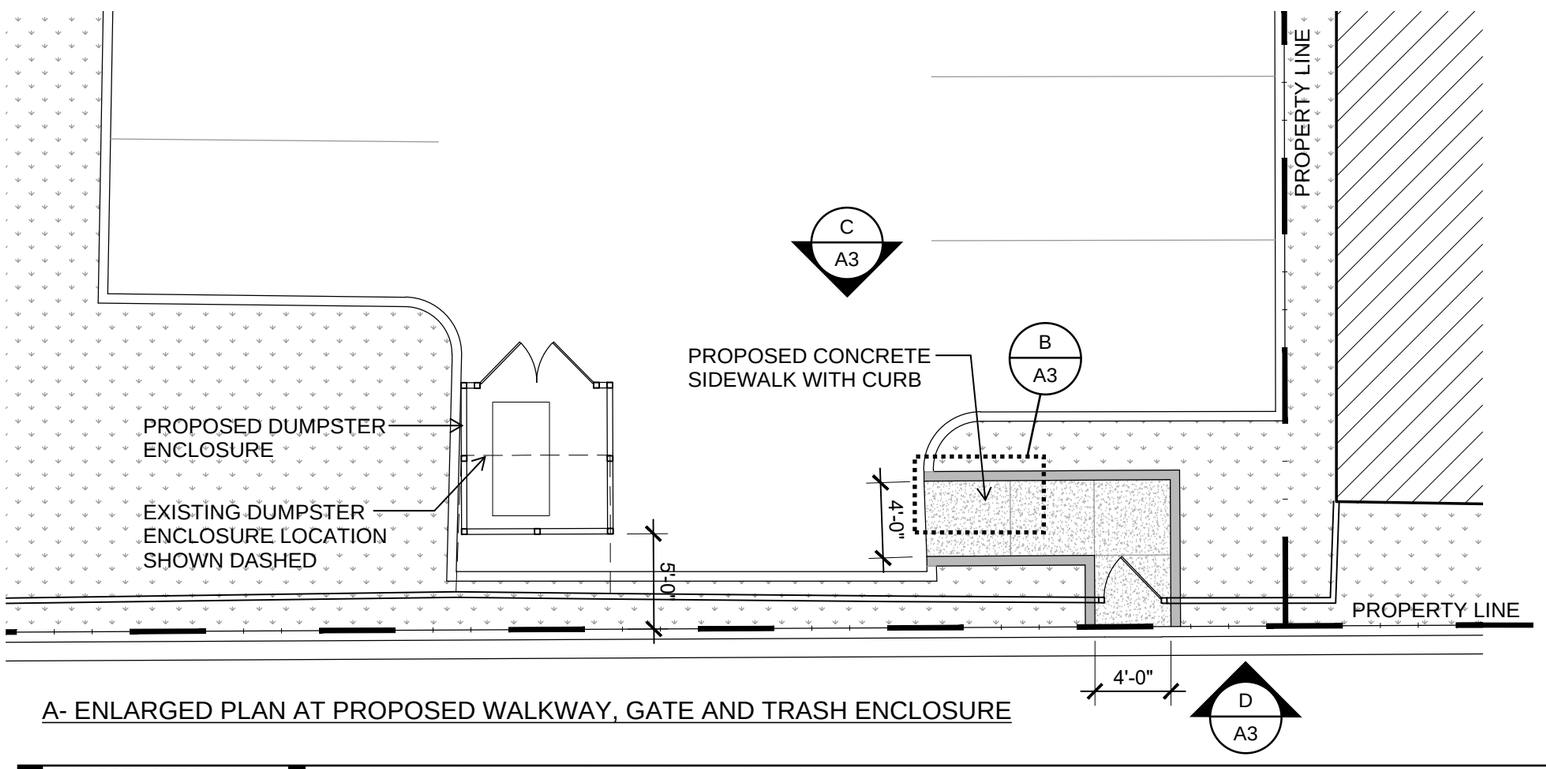
SITE PLAN	BUMBLEBEE ACADEMY	415-425 S CREEKSIDE DRIVE	PALATINE, IL	N.T.S.	02.28.23	MOA MICHAEL OFFICE OF ARC



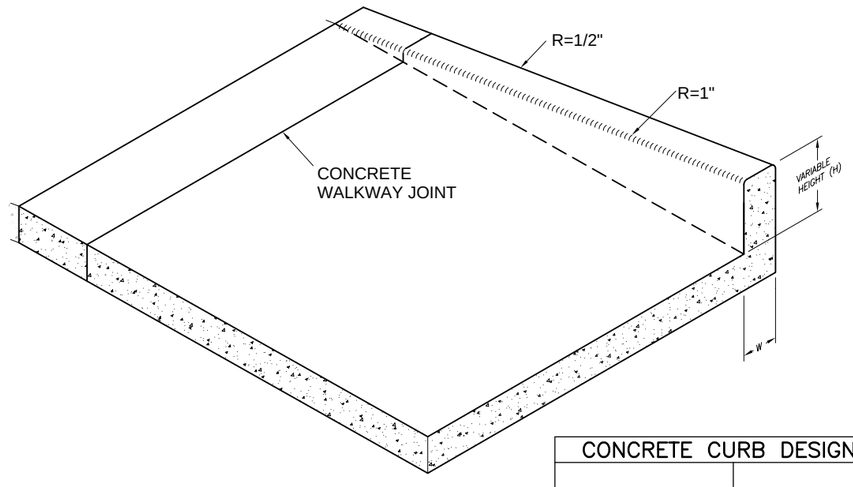
C- VIEW FROM SITE TO PROPOSED WALKWAY AND GATE



D- VIEW FROM ADJACENT SITE TO PROPOSED WALKWAY AND GATE



A- ENLARGED PLAN AT PROPOSED WALKWAY, GATE AND TRASH ENCLOSURE

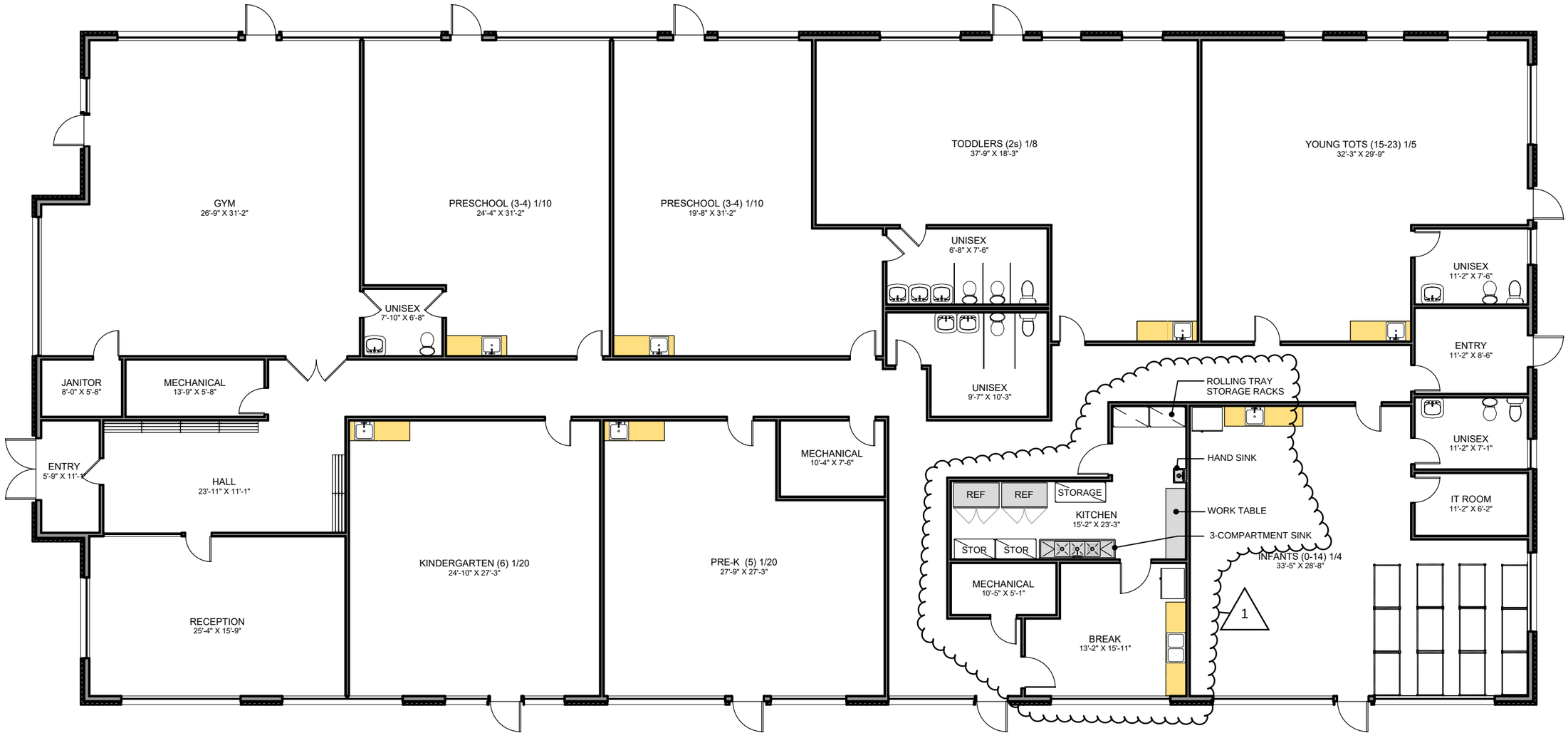


CONCRETE CURB DESIGN	
CURB HEIGHT H	CURB WIDTH W
<6"	4"
6"–9"	6"
9"–12"	6" W/ REINFORCEMENT

B- DETAIL AT WALKWAY

1 A3

Attachment: EXHIBIT - Site Plan (415 S. Creekside Drive - SU Day Care)



OCCUPANCY COUNT										
				PER THE ILLINOIS DCSF *SECTION 407.90 Grouping and Staffing*						
	ROOM	SF	OPTIMAL SF	OCC LOAD PER THE IL. DCSF	ALLOWED # OF CHILDREN PER RM.	CHILD / SF OF RM.	PROPOSED # OF CHILDREN PER RM.	staff to child ratio	req	REQ' # OF STAFF
	INFANTS (0-14mo)	804	660	55	12	14.6	12.0	4.0	3.0	3
	YOUNG TOTS (15-23mo)	826	825	55	15	15.0	15.0	5.0	3.0	3
	TODDLERS (2s)	854	880	55	16	15.5	15.0	8.0	1.9	2
	PRESCHOOL (3-4)	700	700	35	20	20.0	20.0	10.0	2.0	2
	PRESCHOOL (3-4)	701	700	35	20	20.0	20.0	10.0	2.0	2
	GYM / PRESCHOOL (3-4)	904	700	35	20	25.8	0.0	10.0	0.0	0
	PRE-K (5yo)	671	700	35	20	19.2	19.0	20.0	1.0	1
	KINDERGARTEN (6yo)	675	1050	35	30	19.3	19.0	30.0	0.6	1
	RECEPTION	399	NA	NA	NA	0.0	0.0	0.0	0.0	1
							120.0			15.0
TOTALS										**135.0**

PARKING EXHIBIT 2 - PROPOSED INTERIOR LAYOUT

Attachment: EXHIBIT - Floor Plan (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL

Bumblebee Academy

A magical place to share, learn, and grow.

Business Plan

Prepared on February 26, 2023

Contact Information

Raisa Zabrian

Raisa.Zabrian@gmail.com

773-656-6814

415-425 S Creekside drive,

Palatine, IL 60074

Attachment: EXHIBIT - Business Plan (415 S. Creekside Drive - SU Day Care)

Table of Contents

Executive Summary 2

Business Overview 2

Product Offering 2

Customer Focus 2

Management Team 3

Mission 3

Success Factors 4

Company Overview 4

Who we are 4

Services 4

Company Locations and Facilities 5

Industry Analysis 5

Household income distribution 6

Customer Segmentation 7

Marketing Plan 8

Promotion Strategy 8

Operation Plan 9

Attachment: EXHIBIT - Business Plan (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Executive Summary

Business Overview

Bumblebee Academy is a new, locally established daycare located in Palatine, Illinois. Bumblebee Academy will offer a variety of educational including after-school programs. The daycare will foster a nurturing, loving, safe environment where a child will feel comfortable while learning foundational skills that will enable them to have a successful cognitive, behavioral, and emotional successful childhood. Bumblebee Academy's teaching staff will be highly-qualified and certified early education teachers and receive the latest in training and development. The daycare will offer competitive tuition rates. The facilit will also have secure-access codes to ensure that only verified parents and visitors are allowed onsite.

Bumblebee Academy's curriculum is developed with the latest innovative learning methods and techniques so that each child will receive proper foundational skills taught in a positive manner while providing a fun and enriching learning environment.

Product Offering

The following are the services to be offered:

- Infant class (6 weeks to 14 months)
- Young Tots class (15 months to 23 months)
- Toddler class (2 to 3 years old)
- Preschool class (3 to 4 years old)
- Pre-kindergarten class (4 to 5 years old)
- Before and After School program for elementary age children.

Customer Focus

Bumblebee Academy will focus on families living in and around Palatine, Illinois that are either starting out or have young children. They will target nearby businesses so that working parents will have another option in daycare. They will also target nearby elementary schools so that parents will have acces to before and after school programs.

Attachment: EXHIBIT - Business Plan (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Management Team

Bumblebee Academy is family owned and operated child care center. Raisa Zabrian and Marina Trohin will be the Directors of the facility as well as the onsite program development coordinators.

Bumblebee Academy is an exciting opportunity that provides safe and secure child care to the Palatine, IL neighborhood. Through a combination of well-priced services, outstanding customer service, and a well-seasoned management team, Bumblebee Academy will quickly gain market share and a reputation as a premier child care provider.

Mission

Bumblebee Academy aims to offer safe and secure child care at all times. Close personal attention to each child is essential to providing a quality experience for all children; therefore, adequate personnel will be hired to ensure each child has the proper supervision will in our care. Family environments are extremely important to secure a message of honest and comfortable traditions, in which every child feels loved. The communities at Bumblebee Academy are rooted in the deeply intimate connections made by parents and our staff. In order to ensure this, the Bumblebee mission is to welcome each and every family and not only help them adapt into a new environment, but to represent important sanctions of growing together as one.

Success Factors

Bumblebee Academy is primed for success by offering the following competitive advantages:

- Friendly, warm, and safe environment for children.
- All teachers are certified, trained, and experienced.
- Menu that is developed with the highest regard for nutritional value.
- Security-controlled facility access. Only permitted parents and visitors are given access via a passcode, fingerprint or face recognition.
- Age-appropriate playgrounds with the safest playground equipment.
- Flexible hours that will help parents seek childcare for longer hours.

Attachment: EXHIBIT - Business Plan (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Company Overview

Who is Bumblebee Academy?

Bumblebee Academy is a locally owned and operated new daycare business in Palatine, IL. Our facility is committed to providing quality early childhood education to infants and preschool-age children in Palatine and the surrounding communities. At Bumblebee Academy we believe that the first five years of a child's life deeply affect his or her cognitive, physical, emotional and social development for the rest of their lives. The children will receive a structured, loving environment while learning basic foundational skills to enable them for a successful childhood.

Bumblebee Academy will offer a variety of programs that are tailored to the age of the child. There is infant, toddler, preschool, and pre-kindergarten classes that are kept small and allow for maximum interaction with the classroom's dedicated teachers. The teacher to child ratio is kept low to ensure that every child attending Bumblebee Academy receives unmatched attention and instruction.

Services

Bumblebee Academy offers child care services for ages from 6 weeks infants to 6 years old. Hours o operation are from 6:30 A.M. to 6:00 P.M., Monday through Friday.

Our facility will provide breakfast, two snack-times, and lunch. Our facility will serve catering. We will post weekly menus so parents know in advance what will be served each day.

We will use the 26 existing parking spots for both parent and employee parking, and will not be using a drop off system. However, we will have a designated employee who will be taking each child from the front desk area to their classroom. Additionally, we are planning to lease out additional parking stalls exclusively for our employees from the Grand at Twin Lakes located at 920 E Northwest Hwy, Palatine, IL (see letter of intent).

As demonstrated by the parking study prepared by MOA Michael Office of Architecture the maximum capacity of parking spaces will not be reached at any one time. There are peak hours both in AM and PM, however, as shown neither are expected to reach the number of total spaces provided. Because children leave and come at various times throughout the day, there is never an overbearing need for the full use of all parking spaces. The 26 on-site parking spaces will be augmented by the leased parking spaces on the adjacent Grand at Twin Lakes parcel located at 920 E Northwest Hwy, Palatine, IL.

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Attachment: EXHIBIT - Business Plan (415 S. Creekside Drive - SU Day Care)

Company Locations and Facilities

Bumblebee Academy will base its' operations in Palatine, Illinois, a suburb of Chicago. The facility will originally consist of a 9,038 sq. ft. building in a quiet, residential neighborhood.

The outdoor playground will be fully fenced in, to ensure no one can either come in or wander away. The outdoor playground will be furnished with safe, entertaining toys, as well as a sandbox.

The indoor playground area will be created in such a way that will allow children to enjoy themselves in case of bad-weather or other unforeseen circumstances.

The classrooms will also contain toys, games, and books for the entertainment of the children.

The kitchen will be created for serving healthy, nutritious meals for children. We are planning on using catering services provided by Smakowski's Deli located at 1538 N Rand Rd, Palatine, IL 60074. Four staf members will have completed a course to receive the food protection manager certification and each employee in the facility will have completed the food handler certification.

Bumblebee Academy will meet all child-to-staff ratio requirements.

1. Infant Room # 101 (6 weeks -14 months old): total of 12 children (1x4 ratio)

2. Young Tots Room #102 (15 - 23 months old): total of 15 children (1x5 ratio)

3. Toddlers Room #103 (2 years old): total of 15 children (1x8 ratio)

4. Preschool Room #104 (3 – 5 years old): total of 20 children (1x10 ratio)

4. Preschool Room #105 (3 – 5 years old): total of 20 children (1x10 ratio)

5. Pre-K # 106 (5 years old): total of 19 children (1x20 ratio)

6. Kindergarten # 107 (6 years old): total of 19 children (1x20 ratio)

7. Indoor Play Area

Industry Analysis

The Day Care industry is expected to grow just over $56 billion over the next five years. Over the five-year period, per capita disposable income is projected to increase at an annualized rate of 1.2% and is expected to contribute to industry revenue growth during the period by enabling families to cover the high

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Attachment: EXHIBIT - Business Plan (415 S. Creekside Drive - SU Day Care)

cost of child care. Likewise, recovering low unemployment is expected to support strong demand for child care services, since parents who are employed will likely be unable to care for their children during the work day. Employer-sponsored child care is expected to become more popular as employers increasingly recognize its benefits, such as an increased staff retention and productivity. Growth from the employer-sponsored segment is expected to occur most among large day care centers that offer cost-effective programs for employers in return for a long-term customer relationship. Day care companies are increasingly interested in long-term contracts that can guarantee revenue for a certain period. Such contracts can also boost profit since they smooth cost planning and outlay.

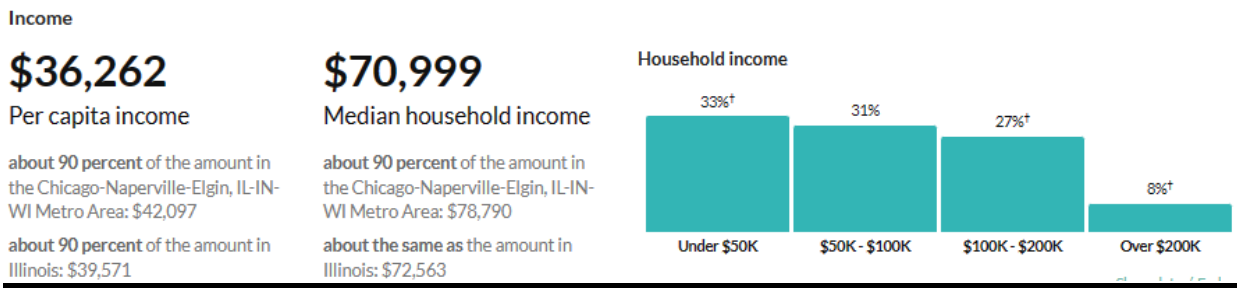
According to the Census Reporter for zip code 60074, and nearby zip codes 60067, 60005 and 60008, we have as follow:

Family type by presence of children under 18:

	DISTRIBUTION			
FAMILY TYPE	**Zip code 60074**	**zip code 60067**	**zip code 60005**	**zip code 60008**
Total families	9,593	10,371	7,709	5,693
Married couples	74.73%	83.96%	81.42%	75.97%
Other couples	25.27%	16.04%	18.58%	24.03%

Household income distribution:

Zip code 60074:



Zip code 60067:

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Attachment: EXHIBIT - Business Plan (415 S. Creekside Drive - SU Day Care)

Income

$58,652
Per capita income

about 1.4 times the amount in the Chicago-Naperville-Elgin, IL-IN-WI Metro Area: $42,097

about 1.5 times the amount in Illinois: $39,571

$117,823
Median household income

about 1.5 times the amount in the Chicago-Naperville-Elgin, IL-IN-WI Metro Area: $78,790

more than 1.5 times the amount in Illinois: $72,563

Household income

Zip code 60005:

Income

$49,872
Per capita income

about 20 percent higher than the amount in the Chicago-Naperville-Elgin, IL-IN-WI Metro Area: $42,097

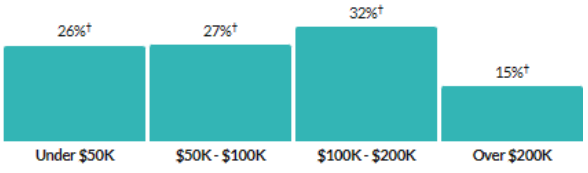
about 25 percent higher than the amount in Illinois: $39,571

$94,670
Median household income

about 20 percent higher than the amount in the Chicago-Naperville-Elgin, IL-IN-WI Metro Area: $78,790

about 1.3 times the amount in Illinois: $72,563

Household income



Zip code 60008:

Income

$38,761
Per capita income

about 90 percent of the amount in the Chicago-Naperville-Elgin, IL-IN-WI Metro Area: $42,097

about the same as the amount in Illinois: $39,571

$79,857
Median household income

about the same as the amount in the Chicago-Naperville-Elgin, IL-IN-WI Metro Area: $78,790

about 10 percent higher than the amount in Illinois: $72,563

Household income

Customer Segmentation

Bumblebee Academy has a focus on meeting the local need for child care services within the 10-mil radius of Palatine. Children are taken in flexibly on either a full-time or part-time basis.

Full-Time Working Couples

The company wants to establish a significantly large full-time regular client base in order to achieve a healthy, consistent revenue base to ensure stability of the business. Customer relations are extremely important, as it is imperative to keep parents pleased in order to keep their children in the daycare center.

Part-Time Workers / Drop-Ins

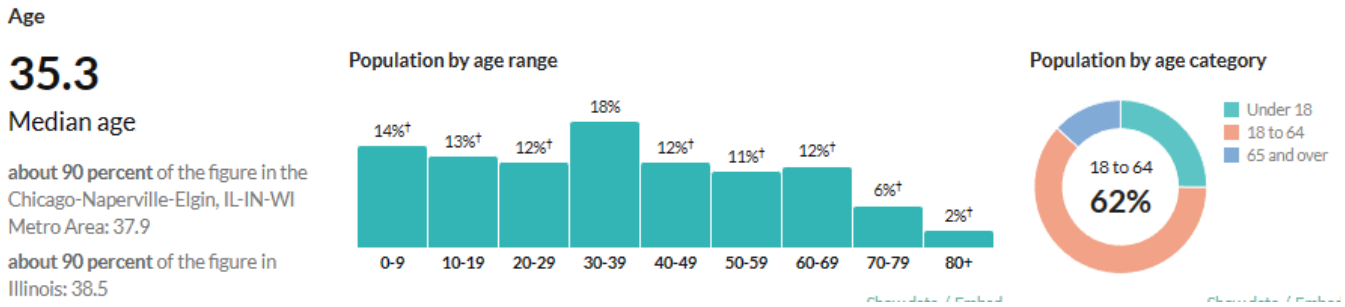
Part-time workers and drop-ins comprise approximately 20% of revenues. While this market is not the primary focus, sufficient flexibility to handle this secondary market is important to producing supplemental revenues.

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Attachment: EXHIBIT - Business Plan (415 S. Creekside Drive - SU Day Care)

Bumblebee Academy will primarily target the following customer profiles:

Families ranging in ages from 24 – 45 with disposable income and young children



Marketing Plan

Promotions Strategy

The promotion strategy for Bumblebee Academy is as follows:

Partnerships with nearby Elementary Schools

Bumblebee Academy will be in communication with nearby elementary schools to offer daycare services to its students for either before or after school programs. The daycare will also market to those parents who have children attending the elementary school and have smaller children who require infant, toddler, or preschool classes. Bumblebee Academy will also leave flyers and other marketing material in the offices of the elementary schools.

Nearby Businesses

Bumblebee Academy will visit nearby businesses to drop flyers and marketing material. Parents that require daycare services are working parents so the daycare owners feel if they visit businesses, they will be able to capture the majority of the target customers.

Location

Bumblebee Academy will be located in a busy and highly-trafficked area of Palatine that receives a lot of exposure for anyone living in the community. There are other busy neighboring suburbs such as Rolling

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Attachment: EXHIBIT - Business Plan (415 S. Creekside Drive - SU Day Care)

Meadows, Arlington Heights, Mt. Prospect, Prospect Heights, Schaumburg and Hoffman Estates whose employees will pass by and notice the new daycare opening.

Pricing

The pricing of Bumblebee Academy will be moderate and on par with competitors so customers feel they receive value when utilizing its daycare services.

Operations Plan

The following will be the operations plan of Bumblebee Academy.

Operation Functions:

- Directors of the facility will develop all curriculums per state requirements, hire and schedule all teachers, and be the ones communicating with all families. They will also lead all marketing efforts when visiting elementary schools and businesses.
- Fully licensed and certified Early Education teachers.
- A third-party accounting firm will handle all payroll, bookkeeping, tax payments, and permitting on behalf of the business.

Milestones

Bumblebee Academy will have the following milestones complete in the next six to eight months:

- Applications for all the necessary business licenses, permits.
- Finding all necessary contractors.
- Building the interior of the facility as well as the outside playground.
- Drafting of Employee's Handbook, curriculum, etc.
- Recruitment of staff.
- Purchase of all the needed furniture, toys, books and equipment.
- Finalize licensing and gathering all necessary approvals for the use of the daycare facility
- Creating an Official Website for the Company.
- Advertising

Attachment: EXHIBIT - Business Plan (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

- Grand opening

Attachment: EXHIBIT - Business Plan (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

VILLAGE OF PALATINE

VILLAGE OF PALATINE
Zoning Board of Appeals

SCHEDULED 03/28/23 07:00 PM

CASE STAFF STATEMENT (ID # 8229)

415 S. Creekside Drive

TO: Palatine Zoning Board of Appeals
Jan Wood, Chair

FROM: Alex Bradshaw

PETITIONER: Raisa & Sergiu Zabrian

CASE NUMBER: SU-000018-2023

ADDRESS: 415 S. Creekside Drive

PROPOSAL:
Special Use to permit a day care facility; and

Variation to permit 26 parking spaces, instead of the minimum required 41 parking spaces.

LOCATION:	415 S. Creekside Drive District 6 (Helms)	**CURRENT ZONING:**	B-2 General Business District

SURROUNDING CONDITIONS:

North:	P - Planned Development (Multi-Family Residential)
South	B-2 General Business (Grand at Twin Lakes)
East:	B-2 General Business (Grand at Twin Lakes)
West:	B-2 General Business (Cotillion & Gas Station)

BACKGROUND:
The Petitioners are proposing to open a new daycare, Bumblebee Academy, which would occupy the entire existing building. The daycare facility will have a fenced-in outdoor play area on the south side of the existing building. Therefore, the Petitioners are requesting:

Special Use to permit a day care facility; and

Variation to permit 26 parking spaces, instead of the minimum required 41 parking spaces.

SITE ANALYSIS:
- The Subject Property is zoned B-2 General Business and is approximately 28,500

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

sq ft, with on-site parking. The total building area on the Subject Property is approximately 9,650 sq ft. The Petitioners are proposing to purchase the entire building to renovate into a daycare facility.

- Per the submitted business plan, the daycare facility will have 7 classrooms, as well as indoor and outdoor play areas. The facility will offer child care services for 6 week old infants to 6 year olds. Additionally, the Petitioners have indicated that they will hire fully licensed and certified Early Education teachers.
- Per the submitted floor plan and occupancy count, the maximum number of children is set at 120 and the maximum number of staff in the facility at any given time is 15. Therefore, the proposed maximum capacity for the facility will be set at 135.
- The business plan indicates that the proposed hours of operation will be Monday - Friday 6:30 AM - 6 PM.
- Per the business plan, the Petitioners would use catering services for the business, instead of cooking on-site. The business plan also explains that there will always be at least one staff member with food protection manager certification and all staff members will have completed food handling certification.
- The original site plan presented to Staff, prior to the Petitioners' formal application, located the outdoor playground on the north side of the building, with supplemental parking planned to be across S. Creekside Drive (Cotillion parking lot). Staff responded with concerns/issues on the reduction of the available parking and locating directly adjacent to a residential development. There were also Staff concerns about the supplemental parking located across the street, without a pedestrian traffic connection.
- Per the submitted site plan & business plan, the outdoor playground area is now relocated to the south end of the building. By relocating the fully fenced-in outdoor play area, the Petitioners are able to recapture the majority of the existing on-site parking (losing only 6 existing spaces).
- The submitted site plan also indicates that, rather than leasing parking spaces in the Cotillion parking lot, the Petitioners now propose leasing 5 parking spaces from the Grand at Twin Lakes Senior Living Facility. These 5 spaces are more proximate to the Subject Property and will allow for direct access through the proposed pedestrian access gate in the existing fence.
- The Petitioners have indicated on the site plan that the drive aisle along the west side of the building will function as a one-way drive with traffic flowing going from north to south.
- Per the submitted site plan, there will be 31 total provided parking spaces. 26 spaces will be on-site, 10 of which are parallel spaces along the one-way drive on the west side of the building. As previously noted, 5 additional spaces would be

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

leased from the Grand at Twin Lakes.

- The Code would assess the minimum parking requirement, for the day care use, utilizing the assembly use classification (total required parking spaces=30% of maximum capacity), which equates to 41 required spaces. As there are only 26 spaces provided on site, a parking variation is required.
- Staff reviewed and compared the ratios for other approved existing daycare uses, using the parking per square foot and parking per total occupancy. Ultimately, the proposed Bumble Bee Academy (with the 5 off-site parking spaces) is comparable to other existing day care facilities within the Village.
- Per the business plan, the Petitioners will not be utilizing a drop-off system. Therefore, all parents will park their car, walk their children into the building, and then leave. Once inside, a designated employee will be responsible for taking each child from the front desk area to their classroom.

DEPARTMENTAL REVIEWS:

Community Services	No Issues Identified.
Engineering	No Issues Identified.
Environmental Health	A Permanent Food Establishment Permit is required and any issues with the use of catering services will be addressed during the permit review stage.
Fire Prevention	N/A
Public Works	N/A
Police	N/A

STANDARDS FOR SPECIAL USE: Since this Petition is not for a use publicly operated or traditionally affected with the public interest, those standards under Section 14.05 D (2) and (3) are applicable. Specifically, the Petitioners must show that the Special Use, if granted, is so designed, located, and proposed to be operated that the public health, safety, and welfare will be protected and will not cause substantial injury to the value of other property in the neighborhood in which it is located. The Petitioners have attempted to address the required standards.

STANDARDS FOR A VARIATION: Standards for a Variation are found in Section 14.03 D (1) and (2) of the Zoning Code. Specifically, the Petitioners must show that the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations governing the district in which it is located; that the plight of the owner is due to unique circumstances; and that the variation, if granted, will not alter the essential character of the locality. The Petition for Variation is attached, and the Petitioners have attempted to address the required standards.

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

STAFF RECOMMENDATION:

The Petitioners are proposing to utilize the entire building at 415 S. Creekside for the day care facility. The Petitioners have worked extensively with Staff to address the parking short comings of the site by relocating the outdoor play area and leasing 5 additional spaces from the directly adjacent Grand at Twin Lakes Senior Living Facility. The relocated and completely fenced-in outdoor play area is not directly adjacent to the multi-family residential building to the north, and should therefore not cause substantial injury to the value of the other properties in the surrounding neighborhood.

In addition, the 5 extra parking spaces, leased from the Grand at Twin Lakes, are proposed to be utilized by employees. These additional spaces should alleviate potential parking issues during peak drop-off and pick-up hours. Ultimately, as the directly adjacent neighbor, the Grand, is amendable to leasing parking spaces and as the proposed traffic pattern and parking issues have been adequately addressed, the proposed use should not alter the essential character of the locality. Therefore, Staff recommends approval of the Special Use and Variation, subject to the following conditions:

- The Special Use and Variation shall substantially conform to the Site Plan, Business Plan, and Floor Plan submitted by the Petitioners, Raisa & Sergiu Zabrian, except as such plans may be changed to conform to Village Codes and Ordinances.

- A lease agreement to utilize gate access to 5 off-site parking spaces located in the northern corner of The Grand at Twin Lakes' parking lot shall be submitted in a manner acceptable to the Director of Planning and Zoning and the Village Attorney.

- Any final traffic directional signage or pavement markings for the one-way drive aisle, or pick-up and drop-off locations, shall be submitted in a manner acceptable to the Village Engineer.

- The final fencing plan for the outdoor playground shall be submitted in a manner acceptable to the Director of Planning and Zoning.

- The maximum occupancy shall not exceed 135 persons. The Fire Marshal shall post the maximum occupancy.

- The final certificate of occupancy will be contingent upon approval by DCFS.

ATTACHMENTS:

- Aerial Map

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

- Special Use Application
- Plat of Survey
- Site Plan
- Floor Plan
- Business Plan
- Parking Lease Letter of Intent
- Public Notice

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

GISConsortium | 415 S. Creekside Drive

0 300 600 ft

Print Date: 3/23/2023

Notes

Cook County Aerial 2020

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: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day

VILLAGE OF PALATINE

SPECIAL USE APPLICATION

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

Petitioner Name(s)

Sergiu & Raisa Zabrian

Business Name (if applicable)

Bumblebee Academy

Subject Property Address

415 S. Creekside Drive #101

Please provide a description of your proposed request:

Bumblebee Academy is a locally owned and operated new daycare business in Palatine, IL. Our facility is committed to providing quality early childhood education to infants and preschool-age children in Palatine and the surrounding communities. Drop-off and pick-up method and efficiency are a crucial aspect to a safe and structured daycare, and Bumblebee Academy is committed to providing a successful and safe operation.

Petitioner Justification

Special Uses shall not be granted except on findings based upon the evidence in each specific case. Please address the following standards as these will be used in considering the specific relief you are seeking.

That use deemed necessary for the public convenience at that location. Explain:

Daycare use is a necessary use in or adjacent to residential areas where childcare is a constant requirement. The proposed location is in a business zoned district and is adjacent to a residential zoned district containing a large condominium apartment complex and as such is positioned to serve the needs of both the business and residential neighbors.

The use is designed, located, and proposed to be operated that the public health, safety, welfare will be protected. Explain:

The daycare use will be located in an existing building. Public health, safety and welfare will be protected as the majority of parking is on-site with off-site parking being utilized on an adjacent lot without the need to cross a public street. Security protocol for entering and exiting the building will be followed.

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

The use will not cause substantial injury to nearby property values. Explain:

The daycare use will not cause injury to nearby property values. Childcare in residential areas would typically be a use that would be advantageous to and compatible with residential use.

In order to supplement the above standards, the Zoning Board of may also consider the following:

With respect to front yard fencing and fencing in a rear yard/side yard abutting a street, the following additional standards must be met:

a. Will meet the following aesthetic criteria:

i. Will not destroy existing vistas in the area;

ii. Will enhance the appearance of the homes and the streets in the area; and

iii. Will not detract from the overall appearance of the community; or

b. The fencing is found to be necessary to protect private property or the safety of the inhabitants of the property.

Any additional proposed fencing will match existing.

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

CHICAGOLAND SURVEY COMPANY

PROFESSIONAL DESIGN FIRM LICENSE NO: 184-004103 EXPIRES 04/30/2009

6501 W. 65TH STREET CHICAGO, ILLINOIS 60638 (773) 271-9447

WWW.CHICAGOLANDSURVEY.COM

ALTA/ACSM LAND TITLE SURVEY

OF

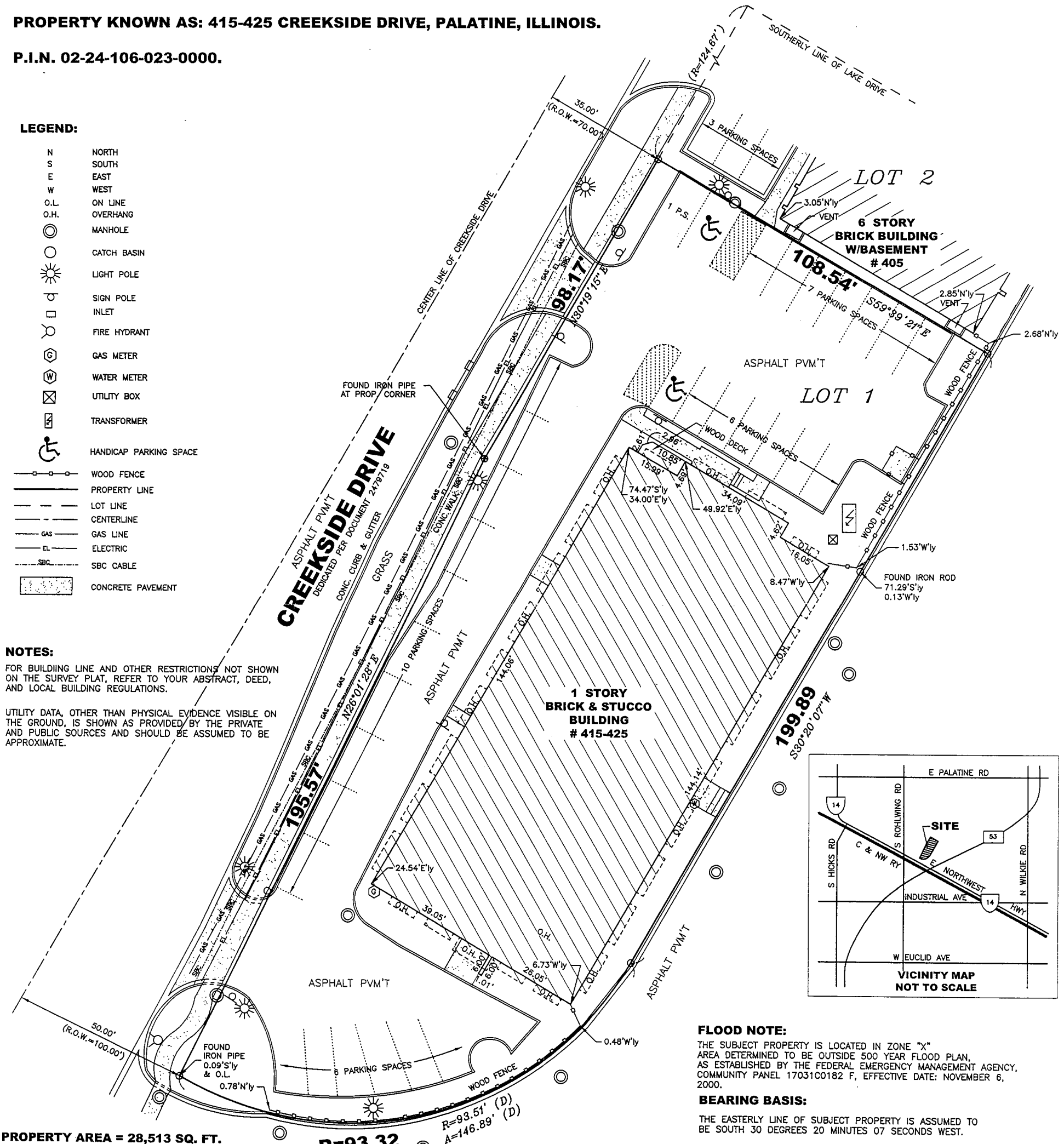
LOT 1 IN TWIN LAKES SUBDIVISION, BEING A SUBDIVISION OF PART OF SECTION 24, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PROPERTY KNOWN AS: 415-425 CREEKSIDE DRIVE, PALATINE, ILLINOIS.

P.I.N. 02-24-106-023-0000.

LEGEND:

N	NORTH
S	SOUTH
E	EAST
W	WEST
O.L.	ON LINE
O.H.	OVERHANG
	MANHOLE
	CATCH BASIN
	LIGHT POLE
	SIGN POLE
	INLET
	FIRE HYDRANT
G	GAS METER
W	WATER METER
	UTILITY BOX
	TRANSFORMER
	HANDICAP PARKING SPACE
	WOOD FENCE
	PROPERTY LINE
	LOT LINE
	CENTERLINE
GAS	GAS LINE
EL	ELECTRIC
SBC	SBC CABLE
	CONCRETE PAVEMENT



NOTES:

FOR BUILDIING LINE AND OTHER RESTRICTIONS NOT SHOWN ON THE SURVEY PLAT, REFER TO YOUR ABSTRACT, DEED, AND LOCAL BUILDING REGULATIONS.

UTILITY DATA, OTHER THAN PHYSICAL EVIDENCE VISIBLE ON THE GROUND, IS SHOWN AS PROVIDED BY THE PRIVATE AND PUBLIC SOURCES AND SHOULD BE ASSUMED TO BE APPROXIMATE.

FLOOD NOTE:

THE SUBJECT PROPERTY IS LOCATED IN ZONE "X" AREA DETERMINED TO BE OUTSIDE 500 YEAR FLOOD PLAN, AS ESTABLISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, COMMUNITY PANEL 17031C0182 F, EFFECTIVE DATE: NOVEMBER 6, 2000.

BEARING BASIS:

THE EASTERLY LINE OF SUBJECT PROPERTY IS ASSUMED TO BE SOUTH 30 DEGREES 20 MINUTES 07 SECONDS WEST.

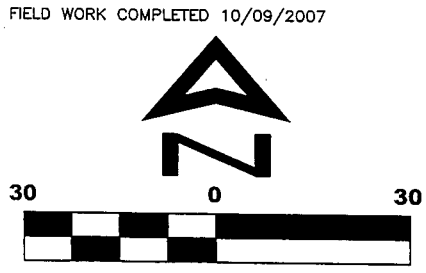
PROPERTY AREA = 28,513 SQ. FT.

BUILDING AREA = 9,679 SQ. FT.

PARKING SPACES:
HANDICAP - 2
REGULAR - 30

CLIENT DID NOT REQUEST MONUMENTS TO BE SET AT PROPERTY CORNERS.

FIELD WORK COMPLETED 10/09/2007



SCALE: 1" = 30'

ORDERED BY: GORAN BARAC

FILE NO.: 96-67

LICENSED EXPIRES
11/30/2008

TO:
JMC DEVELOPMENT INC.
PRAIRIE TITLE SERVICES, INC
COMMONWEALTH LAND TITLE INSURANCE COMPANY

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE "MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACSM LAND TITLE SURVEYS" JOINTLY ESTABLISHED AND ADOPTED ALTA AND NSPS IN 2005, AND INCLUDES ITEMS 2, 3, 4, 7(a), 7(b-1), 8, 9, 10, 11(a) AND 14 OF TABLE A THEREOF. PURSUANT TO THE ACCURACY STANDARDS AS ADOPTED BY ALTA AND NSPS AND IN EFFECT ON THE DATE OF THIS CERTIFICATION, UNDERSIGNED FURTHER CERTIFIES THAT IN MY PROFESSIONAL OPINION, AS A LAND SURVEYOR REGISTERED IN THE STATE OF ILLINOIS, THE RELATIVE POSITIONAL ACCURACY OF THIS SURVEY DOES NOT EXCEED THAT WHICH IS SPECIFIED THEREIN.

DATED THIS 11 th DAY OF OCTOBER 2007.

BY: _____
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3451

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

PARKING DATA:

BUILDING AREA: 9,679 SF
ON-SITE PARKING: 26
OFF-SITE PARKING: 5
STUDENTS: 120
STAFF: 15

TOTAL OCCUPANCY: 135

CONCRETE WALKWAY

(5) OFF-SITE PARKING SPACES

GATE ACCESS AT EXISTING FENCE

MODIFIED DUMPSTER LOCATION

EXISTING FENCE, SHOWN BLACK

CREEKSIDE DRIVE

415-425 CREEKSIDE DRIVE

THE GRAND AT TWIN LAKES SENIOR LIVING

NEW PORTION OF FENCE AT PLAY AREA, SHOWN RED

PLAY AREA 3,678 sf

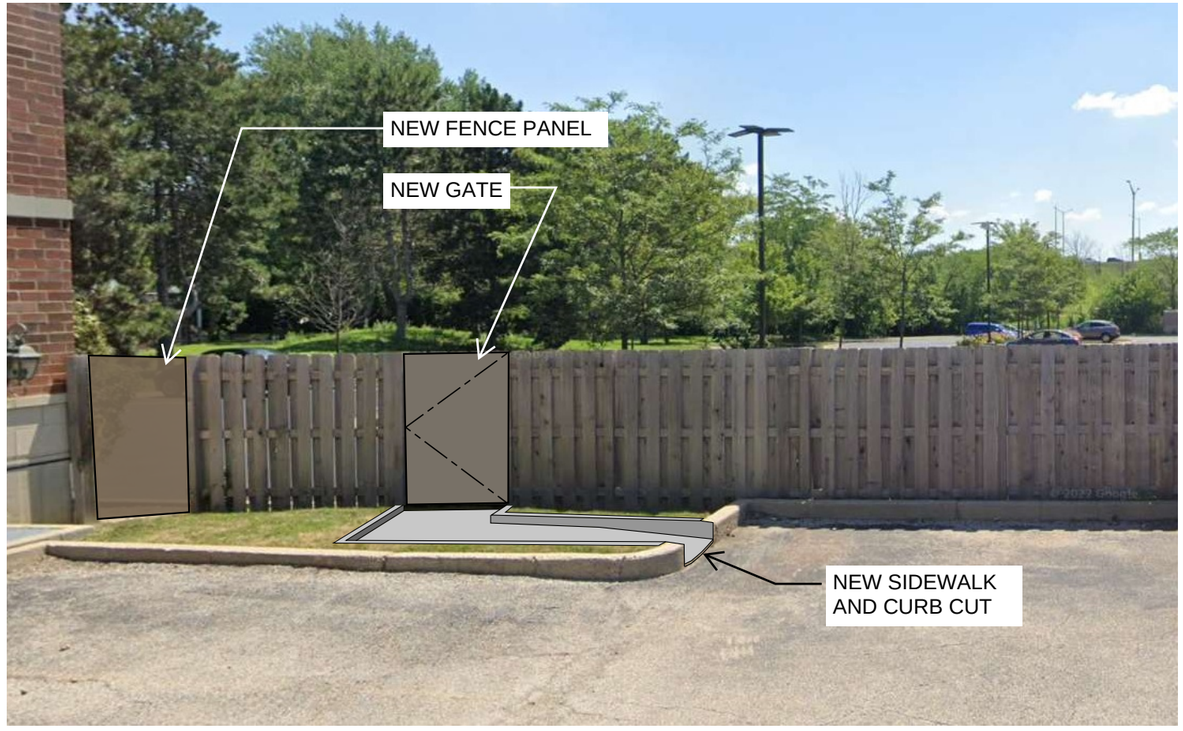
EXISTING FENCE AT PLAY AREA, SHOWN BLACK

PARKING EXHIBIT 1 - PROPOSED SITE PLAN AND PARKING LAYOUT

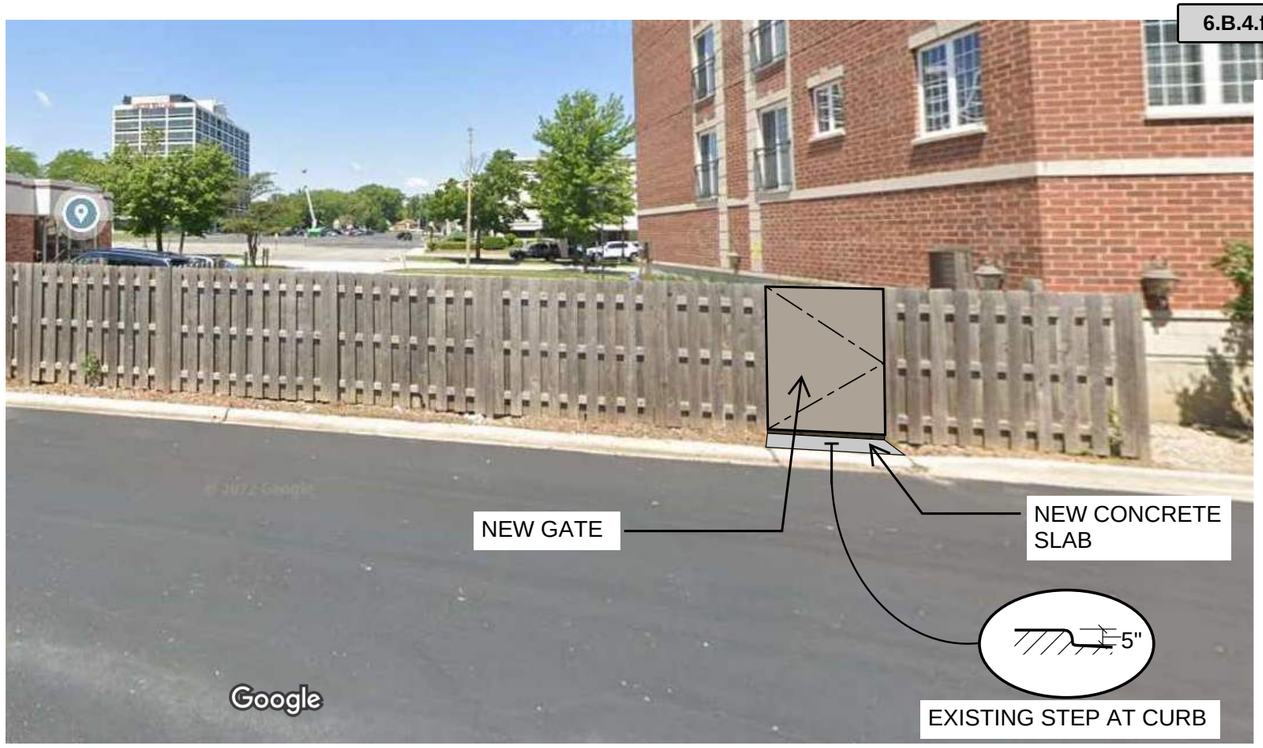
A1

SITE PLAN	BUMBLEBEE ACADEMY	415-425 S CREEKSIDE DRIVE	PALATINE, IL	N.T.S.	02.28.23	MOA MICHAEL OFFICE OF ARC

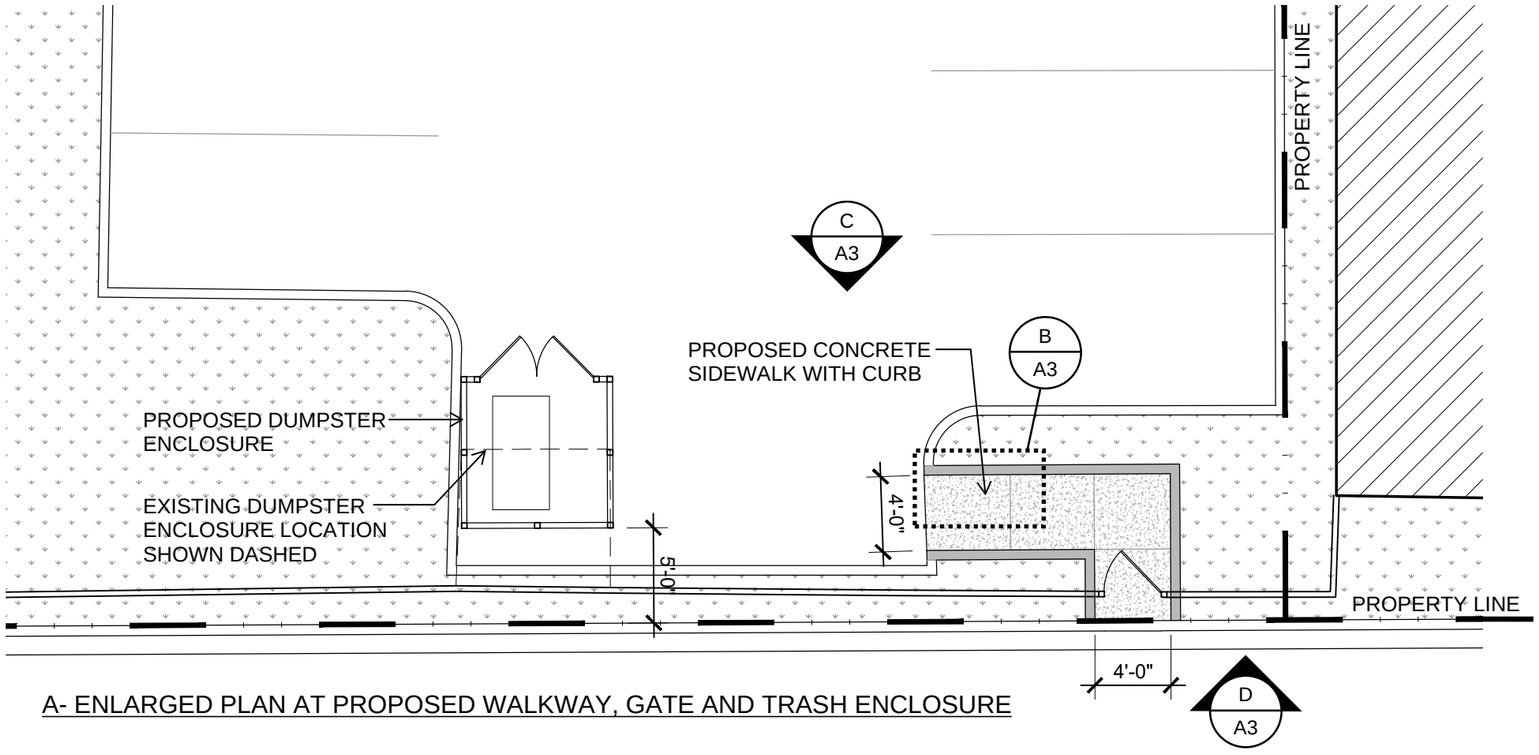
Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)



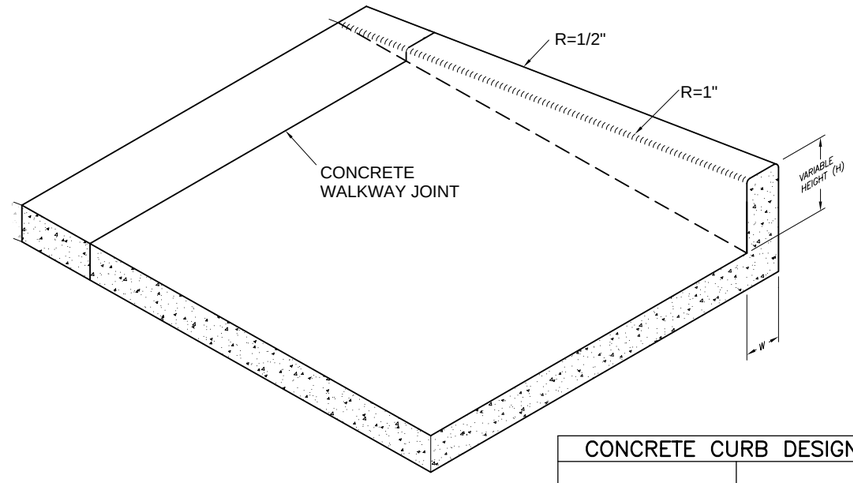
C- VIEW FROM SITE TO PROPOSED WALKWAY AND GATE



D- VIEW FROM ADJACENT SITE TO PROPOSED WALKWAY AND GATE



A- ENLARGED PLAN AT PROPOSED WALKWAY, GATE AND TRASH ENCLOSURE

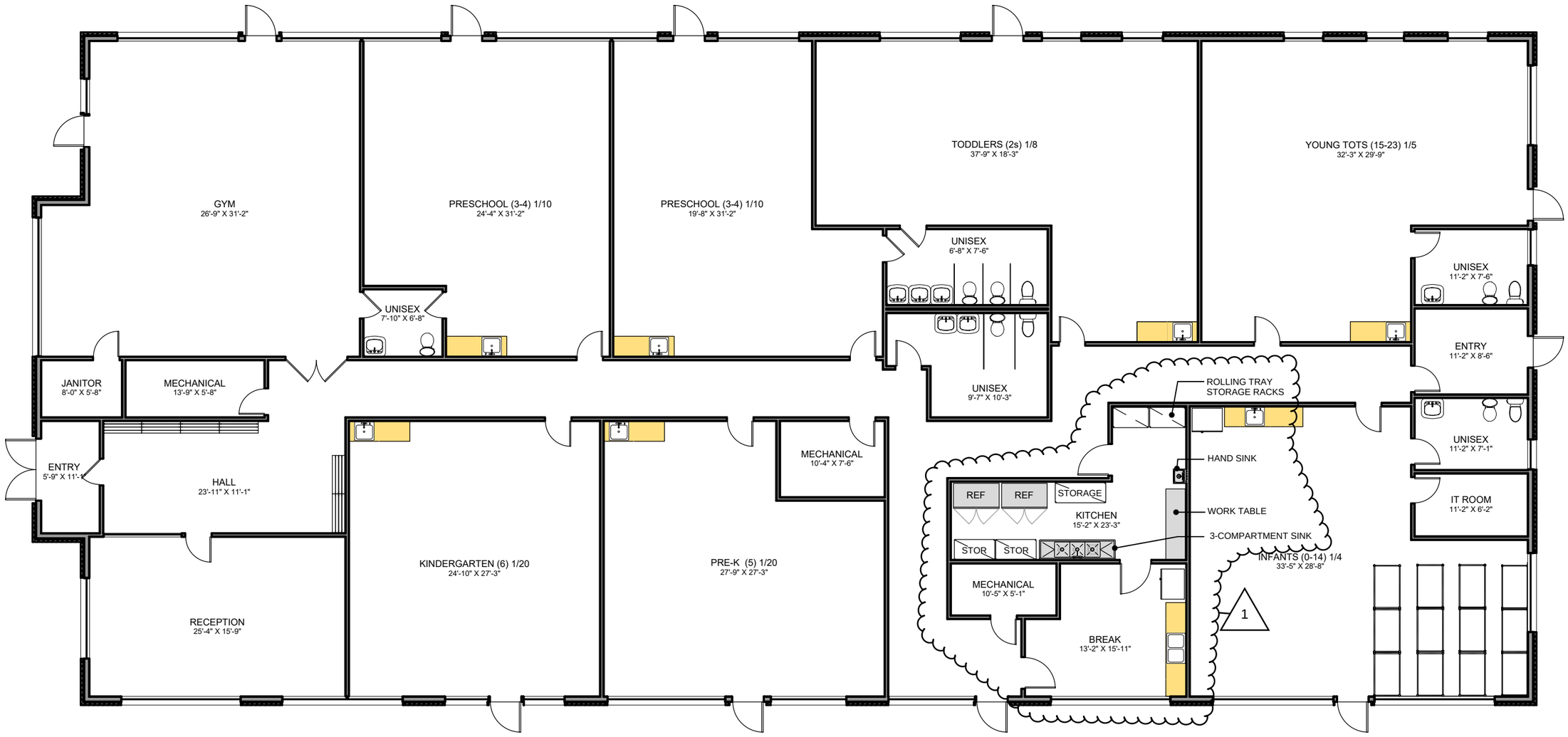


CONCRETE CURB DESIGN	
CURB HEIGHT H	CURB WIDTH W
<6"	4"
6"–9"	6"
9"–12"	6" W/ REINFORCEMENT

B- DETAIL AT WALKWAY

1 A3

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)



OCCUPANCY COUNT

				PER THE ILLINOIS DCSF *SECTION 407.90 Grouping and Staffing*						
	ROOM	SF	OPTIMAL SF	OCC LOAD PER THE IL. DCSF	ALLOWED # OF CHILDREN PER RM.	CHILD / SF OF RM.	PROPOSED # OF CHILDREN PER RM.	staff to child ratio	req	REQ' # OF STAFF
	INFANTS (0-14mo)	804	660	55	12	14.6	12.0	4.0	3.0	3
	YOUNG TOTS (15-23mo)	826	825	55	15	15.0	15.0	5.0	3.0	3
	TODDLERS (2s)	854	880	55	16	15.5	15.0	8.0	1.9	2
	PRESCHOOL (3-4)	700	700	35	20	20.0	20.0	10.0	2.0	2
	PRESCHOOL (3-4)	701	700	35	20	20.0	20.0	10.0	2.0	2
	GYM / PRESCHOOL (3-4)	904	700	35	20	25.8	0.0	10.0	0.0	0
	PRE-K (5yo)	671	700	35	20	19.2	19.0	20.0	1.0	1
	KINDERGARTEN (6yo)	675	1050	35	30	19.3	19.0	30.0	0.6	1
	RECEPTION	399	NA	NA	NA	0.0	0.0	0.0	0.0	1
							120.0			15.0
TOTALS										**135.0**

PARKING EXHIBIT 2 - PROPOSED INTERIOR LAYOUT

A2

FLOOR PLAN	BUMBLEBEE ACADEMY	415-425 S CREEKSIDE DRIVE	PALATINE, IL	3/32" = 1'-0"	02.28.23	MOA MICHAEL OFFICE OF ARC

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL

Bumblebee Academy

A magical place to share, learn, and grow.

Business Plan

Prepared on February 26, 2023

Contact Information

Raisa Zabrian

Raisa.Zabrian@gmail.com

773-656-6814

415-425 S Creekside drive,

Palatine, IL 60074

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

Table of Contents

Executive Summary 2

Business Overview 2

Product Offering 2

Customer Focus 2

Management Team 3

Mission 3

Success Factors 4

Company Overview 4

Who we are 4

Services 4

Company Locations and Facilities 5

Industry Analysis 5

Household income distribution 6

Customer Segmentation 7

Marketing Plan 8

Promotion Strategy 8

Operation Plan 9

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Executive Summary

Business Overview

Bumblebee Academy is a new, locally established daycare located in Palatine, Illinois. Bumblebee Academy will offer a variety of educational including after-school programs. The daycare will foster a nurturing, loving, safe environment where a child will feel comfortable while learning foundational skills that will enable them to have a successful cognitive, behavioral, and emotional successful childhood. Bumblebee Academy's teaching staff will be highly-qualified and certified early education teachers and receive the latest in training and development. The daycare will offer competitive tuition rates. The facilit will also have secure-access codes to ensure that only verified parents and visitors are allowed onsite.

Bumblebee Academy's curriculum is developed with the latest innovative learning methods and techniques so that each child will receive proper foundational skills taught in a positive manner while providing a fun and enriching learning environment.

Product Offering

The following are the services to be offered:

- Infant class (6 weeks to 14 months)
- Young Tots class (15 months to 23 months)
- Toddler class (2 to 3 years old)
- Preschool class (3 to 4 years old)
- Pre-kindergarten class (4 to 5 years old)
- Before and After School program for elementary age children.

Customer Focus

Bumblebee Academy will focus on families living in and around Palatine, Illinois that are either starting out or have young children. They will target nearby businesses so that working parents will have another option in daycare. They will also target nearby elementary schools so that parents will have acces to before and after school programs.

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Management Team

Bumblebee Academy is family owned and operated child care center. Raisa Zabrian and Marina Trohin will be the Directors of the facility as well as the onsite program development coordinators.

Bumblebee Academy is an exciting opportunity that provides safe and secure child care to the Palatine, IL neighborhood. Through a combination of well-priced services, outstanding customer service, and a well-seasoned management team, Bumblebee Academy will quickly gain market share and a reputation as a premier child care provider.

Mission

Bumblebee Academy aims to offer safe and secure child care at all times. Close personal attention to each child is essential to providing a quality experience for all children; therefore, adequate personnel will be hired to ensure each child has the proper supervision will in our care. Family environments are extremely important to secure a message of honest and comfortable traditions, in which every child feels loved. The communities at Bumblebee Academy are rooted in the deeply intimate connections made by parents and our staff. In order to ensure this, the Bumblebee mission is to welcome each and every family and not only help them adapt into a new environment, but to represent important sanctions of growing together as one.

Success Factors

Bumblebee Academy is primed for success by offering the following competitive advantages:

- Friendly, warm, and safe environment for children.
- All teachers are certified, trained, and experienced.
- Menu that is developed with the highest regard for nutritional value.
- Security-controlled facility access. Only permitted parents and visitors are given access via a passcode, fingerprint or face recognition.
- Age-appropriate playgrounds with the safest playground equipment.
- Flexible hours that will help parents seek childcare for longer hours.

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Company Overview

Who is Bumblebee Academy?

Bumblebee Academy is a locally owned and operated new daycare business in Palatine, IL. Our facility is committed to providing quality early childhood education to infants and preschool-age children in Palatine and the surrounding communities. At Bumblebee Academy we believe that the first five years of a child's life deeply affect his or her cognitive, physical, emotional and social development for the rest of their lives. The children will receive a structured, loving environment while learning basic foundational skills to enable them for a successful childhood.

Bumblebee Academy will offer a variety of programs that are tailored to the age of the child. There is infant, toddler, preschool, and pre-kindergarten classes that are kept small and allow for maximum interaction with the classroom's dedicated teachers. The teacher to child ratio is kept low to ensure that every child attending Bumblebee Academy receives unmatched attention and instruction.

Services

Bumblebee Academy offers child care services for ages from 6 weeks infants to 6 years old. Hours c operation are from 6:30 A.M. to 6:00 P.M., Monday through Friday.

Our facility will provide breakfast, two snack-times, and lunch. Our facility will serve catering. We will post weekly menus so parents know in advance what will be served each day.

We will use the 26 existing parking spots for both parent and employee parking, and will not be using a drop off system. However, we will have a designated employee who will be taking each child from the front desk area to their classroom. Additionally, we are planning to lease out additional parking stalls exclusively for our employees from the Grand at Twin Lakes located at 920 E Northwest Hwy, Palatine, IL (see letter of intent).

As demonstrated by the parking study prepared by MOA Michael Office of Architecture the maximum capacity of parking spaces will not be reached at any one time. There are peak hours both in AM and PM, however, as shown neither are expected to reach the number of total spaces provided. Because children leave and come at various times throughout the day, there is never an overbearing need for the full use of all parking spaces. The 26 on-site parking spaces will be augmented by the leased parking spaces on the adjacent Grand at Twin Lakes parcel located at 920 E Northwest Hwy, Palatine, IL.

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

Company Locations and Facilities

Bumblebee Academy will base its' operations in Palatine, Illinois, a suburb of Chicago. The facility will originally consist of a 9,038 sq. ft. building in a quiet, residential neighborhood.

The outdoor playground will be fully fenced in, to ensure no one can either come in or wander away. The outdoor playground will be furnished with safe, entertaining toys, as well as a sandbox.

The indoor playground area will be created in such a way that will allow children to enjoy themselves in case of bad-weather or other unforeseen circumstances.

The classrooms will also contain toys, games, and books for the entertainment of the children.

The kitchen will be created for serving healthy, nutritious meals for children. We are planning on using catering services provided by Smakowski's Deli located at 1538 N Rand Rd, Palatine, IL 60074. Four staf members will have completed a course to receive the food protection manager certification and each employee in the facility will have completed the food handler certification.

Bumblebee Academy will meet all child-to-staff ratio requirements.

1. Infant Room # 101 (6 weeks -14 months old): total of 12 children (1x4 ratio)

2. Young Tots Room #102 (15 - 23 months old): total of 15 children (1x5 ratio)

3. Toddlers Room #103 (2 years old): total of 15 children (1x8 ratio)

4. Preschool Room #104 (3 – 5 years old): total of 20 children (1x10 ratio)

4. Preschool Room #105 (3 – 5 years old): total of 20 children (1x10 ratio)

5. Pre-K # 106 (5 years old): total of 19 children (1x20 ratio)

6. Kindergarten # 107 (6 years old): total of 19 children (1x20 ratio)

7. Indoor Play Area

Industry Analysis

The Day Care industry is expected to grow just over $56 billion over the next five years. Over the five-year period, per capita disposable income is projected to increase at an annualized rate of 1.2% and is expected to contribute to industry revenue growth during the period by enabling families to cover the high

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

cost of child care. Likewise, recovering low unemployment is expected to support strong demand for child care services, since parents who are employed will likely be unable to care for their children during the work day. Employer-sponsored child care is expected to become more popular as employers increasingly recognize its benefits, such as an increased staff retention and productivity. Growth from the employer-sponsored segment is expected to occur most among large day care centers that offer cost-effective programs for employers in return for a long-term customer relationship. Day care companies are increasingly interested in long-term contracts that can guarantee revenue for a certain period. Such contracts can also boost profit since they smooth cost planning and outlay.

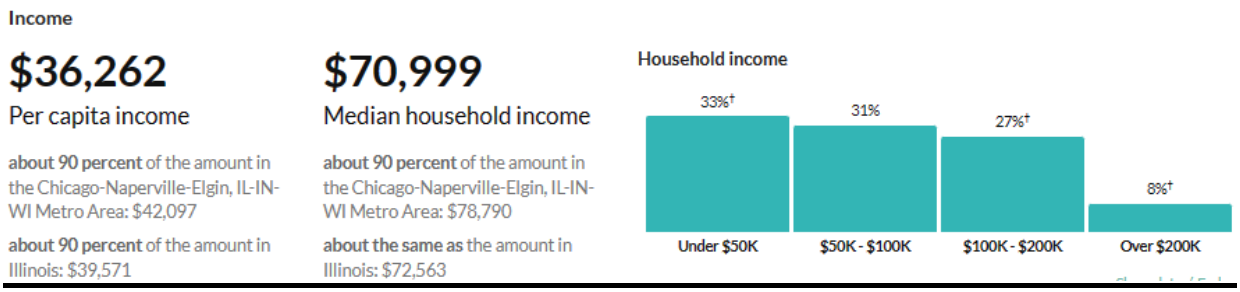
According to the Census Reporter for zip code 60074, and nearby zip codes 60067, 60005 and 60008, we have as follow:

Family type by presence of children under 18:

	DISTRIBUTION			
FAMILY TYPE	**Zip code 60074**	**zip code 60067**	**zip code 60005**	**zip code 60008**
Total families	9,593	10,371	7,709	5,693
Married couples	74.73%	83.96%	81.42%	75.97%
Other couples	25.27%	16.04%	18.58%	24.03%

Household income distribution:

Zip code 60074:



Zip code 60067:

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Income

$58,652
Per capita income

about 1.4 times the amount in the Chicago-Naperville-Elgin, IL-IN-WI Metro Area: $42,097

about 1.5 times the amount in Illinois: $39,571

$117,823
Median household income

about 1.5 times the amount in the Chicago-Naperville-Elgin, IL-IN-WI Metro Area: $78,790

more than 1.5 times the amount in Illinois: $72,563

Household income

Zip code 60005:

Income

$49,872
Per capita income

about 20 percent higher than the amount in the Chicago-Naperville-Elgin, IL-IN-WI Metro Area: $42,097

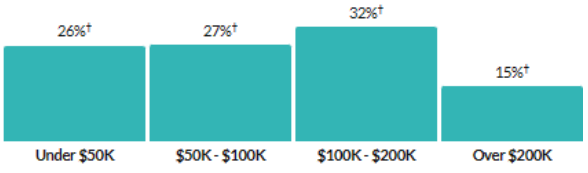
about 25 percent higher than the amount in Illinois: $39,571

$94,670
Median household income

about 20 percent higher than the amount in the Chicago-Naperville-Elgin, IL-IN-WI Metro Area: $78,790

about 1.3 times the amount in Illinois: $72,563

Household income



Zip code 60008:

Income

$38,761
Per capita income

about 90 percent of the amount in the Chicago-Naperville-Elgin, IL-IN-WI Metro Area: $42,097

about the same as the amount in Illinois: $39,571

$79,857
Median household income

about the same as the amount in the Chicago-Naperville-Elgin, IL-IN-WI Metro Area: $78,790

about 10 percent higher than the amount in Illinois: $72,563

Household income

Customer Segmentation

Bumblebee Academy has a focus on meeting the local need for child care services within the 10-mil radius of Palatine. Children are taken in flexibly on either a full-time or part-time basis.

Full-Time Working Couples

The company wants to establish a significantly large full-time regular client base in order to achieve a healthy, consistent revenue base to ensure stability of the business. Customer relations are extremely important, as it is imperative to keep parents pleased in order to keep their children in the daycare center.

Part-Time Workers / Drop-Ins

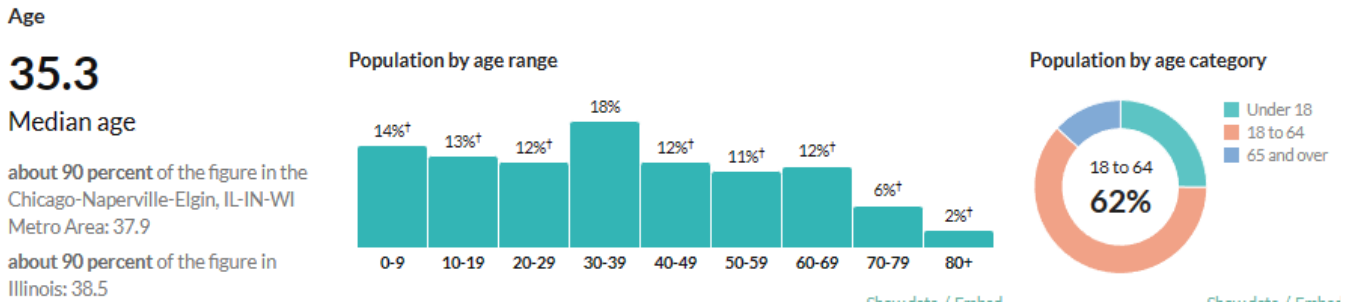
Part-time workers and drop-ins comprise approximately 20% of revenues. While this market is not the primary focus, sufficient flexibility to handle this secondary market is important to producing supplemental revenues.

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

Bumblebee Academy will primarily target the following customer profiles:

Families ranging in ages from 24 – 45 with disposable income and young children



Marketing Plan

Promotions Strategy

The promotion strategy for Bumblebee Academy is as follows:

Partnerships with nearby Elementary Schools

Bumblebee Academy will be in communication with nearby elementary schools to offer daycare services to its students for either before or after school programs. The daycare will also market to those parents who have children attending the elementary school and have smaller children who require infant, toddler, or preschool classes. Bumblebee Academy will also leave flyers and other marketing material in the offices of the elementary schools.

Nearby Businesses

Bumblebee Academy will visit nearby businesses to drop flyers and marketing material. Parents that require daycare services are working parents so the daycare owners feel if they visit businesses, they will be able to capture the majority of the target customers.

Location

Bumblebee Academy will be located in a busy and highly-trafficked area of Palatine that receives a lot of exposure for anyone living in the community. There are other busy neighboring suburbs such as Rolling

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

Meadows, Arlington Heights, Mt. Prospect, Prospect Heights, Schaumburg and Hoffman Estates whose employees will pass by and notice the new daycare opening.

Pricing

The pricing of Bumblebee Academy will be moderate and on par with competitors so customers feel they receive value when utilizing its daycare services.

Operations Plan

The following will be the operations plan of Bumblebee Academy.

Operation Functions:

- Directors of the facility will develop all curriculums per state requirements, hire and schedule all teachers, and be the ones communicating with all families. They will also lead all marketing efforts when visiting elementary schools and businesses.
- Fully licensed and certified Early Education teachers.
- A third-party accounting firm will handle all payroll, bookkeeping, tax payments, and permitting on behalf of the business.

Milestones

Bumblebee Academy will have the following milestones complete in the next six to eight months:

- Applications for all the necessary business licenses, permits.
- Finding all necessary contractors.
- Building the interior of the facility as well as the outside playground.
- Drafting of Employee's Handbook, curriculum, etc.
- Recruitment of staff.
- Purchase of all the needed furniture, toys, books and equipment.
- Finalize licensing and gathering all necessary approvals for the use of the daycare facility
- Creating an Official Website for the Company.
- Advertising

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

- Grand opening

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

CONFIDENTIAL - DO NOT DISSEMINATE. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.

Intent to Lease Parking Stalls

To whom it may concern,

This letter is for your consideration and is intended to outline the general terms proposed by **Bumble Bee Academy** for a Lease Agreement with the Grand at Twin Lakes, LLC ("Landlord") to lease **five** parking stalls at the referenced address and as shown on the attached exhibit. It is specifically agreed and understood that no party hereto shall have any obligations hereunder until a Lease Agreement is fully executed.

Tenant:	**Bumble Bee Academy**
Landlord:	**Grand Lifestyles**
Premises:	The exclusive use of parking stalls in the location as shown on the attached exhibit.
Use of Premises:	The Premises shall be used solely for the parking of passenger motor vehicles of persons employed at **Bumble Bee Academy**, located at 415 S. Creekside Drive, Palatine, IL, and for no other purpose including the parking of cargo vans and trucks.
Lease Term:	(x) Years commencing on the opening of the Day Care [OR MONTH TO MONTH ALTHOUGH NOT SUGGESTED; OR CANCELABLE ON 6 MO NOTICE]
Renewal Option(s):	One (1), five (5) year renewal options.
Minimum Rent:	**One Hundred Dollars** ($100) per parking stall per month, paid in advance annually, for Year 1, and quarterly thereafter. The rent will be gross and all inclusive of real estate taxes, utilities and CAM.
Common Area Maintenance:	Landlord shall be responsible for parking lot cleaning and plowing.
Possession:	Tenant accept occupancy upon the opening of the Day Care.
Signage:	Tenant, at Tenant's cost, may provide non-intrusive, non-permanent, movable signage identifying the leased parking stalls as being for sole use of the Day Care Employees.
Rent Commencement:	The rent shall commence upon the date Tenant opens for business.
Deposit:	TBD
Guaranty:	Guaranty to be provided by credit worthy individual.
Commission:	Both parties acknowledge that no broker was involved in this transaction.

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

Termination Right: Either party may terminate this Lease upon thirty (30) days notice.

If these business terms are acceptable, please sign in the space designated below and return one copy of this letter to me as soon as possible so a mutually agreeable lease agreement can be drafted.

Sincerely,

AGREED AND ACCEPTED this 10 day of February ~~2016.~~ 2023

Landlord

By: [signature]

Title Chief Ops. Off.

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

PUBLIC NOTICE
A Public Hearing will be held before the Palatine Zoning Board of Appeals on Tuesday, March 28, 2023 at 7 PM, in the Village Council Chambers at Palatine Village Hall, 200 E. Wood Street, relative to a request for the following:
Special Use to permit a day care facility; and
Variation to permit 26 parking spaces, instead of the minimum required 41 parking spaces.
The property is commonly known as 415 S. Creekside Drive.
The Petitioner is proposing to open a new daycare, Bumblebee Academy, which would occupy the entire existing building. The daycare facility will have a fenced-in outdoor play area on the south side of the existing building.
The above petition has been filed by Raisa Zabrian, Bumblebee Academy, and is available for examination in the office of the Village Clerk, 200 E. Wood Street.
FILE #: SU-000018-2023
VILLAGE OF PALATINE
Jan Wood, Chair
Palatine Zoning Board of Appeals
DATED: This 13th day of March, 2023
Published in Daily Herald March 13, 2023 (4596669)

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Northwest Suburbs
Daily Herald

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 **Northwest Suburbs DAILY HERALD**. That said **Northwest Suburbs DAILY HERALD** is a secular newspaper, published in Arlington Heights, Cook County, State of Illinois, and has been in general circulation daily throughout Cook County, continuously for more than 50 weeks prior to the firs Publication of the attached notice, and a newspaper as defined by 715 ILCS 5/5

I further certify that the **Northwest Suburbs DAILY HERALD** is a newspape 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 03/13/2023
in said **Northwest Suburbs DAILY HERALD**. This notice was also placed o a statewide public notice website as required by 5 ILCS 5/2.1.

BY Paula Ballyn
Designee of the Publisher of the Daily Herald

Control # 4596669

PADDOCK PUBLICATIONS, INC. Corporate SEAL ILLINOIS

Attachment: ZBA Materials - including the Public Notice - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

3. 415 S. Creekside Drive

Notice was published in the Daily Herald on March 13, 2023 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

1. Application for Special Use
2. Proof of Ownership
3. Plat of Survey
4. Site Plan
5. Floor Plan
6. Business Plan
7. Parking Lease Letter of Intent
8. Public Notice

Sworn in petitioner: Mr. Bruce Slivnick, attorney, 707 Lake Cook Road suite 316 Deerfield, IL
Mr. Sergio Zabrian, owner, 2234 Langdon Pl Hoffman Estates, IL
Mr. Thomas Michael, architect, 5259 W. Winona St Chicago, IL

Mr. Michael stated the current site is B-2 general business use so needs a special use for a daycare. He stated it is well situated being adjacent to residential and close by businesses. He stated the proximity to Route 53 and Northwest Highway is good for commuting parents. Mr. Michael stated the site was developed for office use which leaves little parking possibility for on-site expansion. He stated the daycare would be categorized as assembly space requiring 41 spaces. He stated the past approved daycare projects used the 1 space per 300 sq.ft. parking schedule and is closer to the needs of a daycare which equates to 31 spaces. Mr. Michael stated with staggered pick-up and drop-off times this number is not expected to be reached at any time. He stated they foresee the max being 26 which is the proposed layout. He pointed out there will be additional parking provided at the adjacent senior center for employees, and an access gate and new concrete walkway are proposed at the northeast corner of the site parking lot providing access to offsite parking. He stated a tentative agreement with management has already been reached and they have expressed enthusiasm with potential intergenerational interaction with residents and daycare. Mr. Michael stated they believe the Bumblebee Academy will be a good positive use and a benefit to the neighborhood.

Mr. Pirog asked if they would have events where parents would stay.
Mr. Zabrian stated additional parking could be arranged with retirement home who is willing to allow use of their lot.

Ms. Wood asked what the maximum amount of children and ages is.
Mr. Zabrian stated they expect 120 children and 15 staff. He explained it will be divided into 7 groups from infants (6weeks) up to 6 years.

Attachment: DRAFT ZBA Minutes - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

Ms. Wood asked about the hours.
Mr. Zabrian stated 6:30am-6pm.

Ms. Wood asked why not have a drop-off.
Mr. Zabrian stated there is no real reason but looking at doing a one way drive where they can stop in front parking spaces and run child to door.
Mr. Michael explained it is more of a security issue for parents to not bring to door. They expect the parent to drop in reception area where designated staff member will be waiting to direct kids to classroom. He stated the drop-off times will be staggered.

Ms. Wood asked if there would be designated class times.
Mr. Zabrian explained some children will not be there the full day alleviating the need for parking. He stated the peak times are addressed in the parking schedule.
Mr. Michael stated the main drop offs will be between 6:30-8am with breakfast being around 8:30am. He stated the other main times would be after class around 3:00pm
Mr. Zabrian peak times of drop offs is 8:15-8:30am and pickup 5:45-6:00pm

Ms. Wood asked about preschool times.
Mr. Zabrian answered no, at this time we would be offering only all-day daycare.

Mr. Bradshaw gave a brief overview stating the petitioner is proposing to open a new day care which would occupy the entire existing building. He stated they would have a fenced in outdoor play area on the south side of the existing building. He explained a special use is required for a day care to be in the B-2 zoning district and the variation is to permit 26 parking spaces instead of the minimum required 41. Mr. Bradshaw spoke to the business plan which includes 7 classrooms and indoor and outdoor play area offering childcare services for 6weeks- 6 years old and will hire fully licensed certified early educated teachers. He stated they will hire catering service instead of cooking on site and will have at least one staff with food protections handler certification. Mr. Bradshaw spoke to staffs concern of the original proposed location of the outside play area and additional parking. He stated both have been addressed in the new proposed plans with the play area being to the south and the additional parking being adjacent in the senior care facility. Mr. Bradshaw stated the drive aisle to the west will be one way going north to south. He stated staff has reviewed other day care parking usage and have determined the proposed with the additional off site paring is comparable to other sites within the village referring to the slide to show comparison to Dreamers and Children's Land. He stated Community Services and Engineering have reviewed and had no issues identified. He stated Environmental Health has reviewed and wanted the petitioner to be aware that a permanent food establishment permit will be required and any use of catering services will be reviewed during the permit review.

Ms. Wood stated it seems comparable to Children's Land not Dreamers.
Mr. Bradshaw explained it is comparable by the way the lots are laid out than

Attachment: DRAFT ZBA Minutes - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

ratio of total parking and total occupancy. He stated both were planned developments so are not adhering to a strict parking count.

Ms. Wood asked if there have been any parking complaints for the for the two existing day care facilities.
Mr. Bradshaw stated not that staff is aware in regards to parking.

Mr. Pirog pointed out most spots are across the street. He asked if pedestrian crosswalks will be added.
Mr. Bradshaw stated no parking is currently proposed across the street. He referred to site plan slide to show the proposed spaces including 26 on site spaces which will be restriped for clarity.

Ms. Wood asked how far the play area is to the residential.
Mr. Bradshaw stated the previous plan was up to the property line with no buffer.
Discussion on new proposed location.

Mr. Pirog asked if the only entrance for drop-offs is on Northside.
Mr. Bradshaw stated there is two way access to the parking lot on Northside.

Discussion on maneuverability if the lot is full.

Ms. Wood asked what was in the building.
Mr. Bradshaw stated traditional office uses.

STAFF RECOMMENDATION:

The Petitioners are proposing to utilize the entire building at 415 S. Creekside for the day care facility. The Petitioners have worked extensively with Staff to address the parking short comings of the site by relocating the outdoor play area and leasing 5 additional spaces from the directly adjacent Grand at Twin Lakes Senior Living Facility. The relocated and completely fenced-in outdoor play area is not directly adjacent to the multi-family residential building to the north, and should therefore not cause substantial injury to the value of the other properties in the surrounding neighborhood.

In addition, the 5 extra parking spaces, leased from the Grand at Twin Lakes, are proposed to be utilized by employees. These additional spaces should alleviate potential parking issues during peak drop-off and pick-up hours. Ultimately, as the directly adjacent neighbor, the Grand, is amendable to leasing parking spaces and as the proposed traffic pattern and parking issues have been adequately addressed, the proposed use should not alter the essential character of the locality. Therefore, Staff recommends approval of the Special Use and Variation, subject to the following conditions:

- The Special Use and Variation shall substantially conform to the Site Plan, Business Plan, and Floor Plan submitted by the Petitioners, Raisa & Sergiu Zabrian, except as such plans may be changed to conform to Village Codes and

Attachment: DRAFT ZBA Minutes - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

Ordinances.

- A lease agreement to utilize gate access to 5 off-site parking spaces located in the northern corner of The Grand at Twin Lakes' parking lot shall be submitted in a manner acceptable to the Director of Planning and Zoning and the Village Attorney.

- Any final traffic directional signage or pavement markings for the one-way drive aisle, or pick-up and drop-off locations, shall be submitted in a manner acceptable to the Village Engineer.

- The final fencing plan for the outdoor playground shall be submitted in a manner acceptable to the Director of Planning and Zoning.

- The maximum occupancy shall not exceed 135 persons. The Fire Marshal shall post the maximum occupancy.

- The final certificate of occupancy will be contingent upon approval by DCFS.

There were no further questions. The public hearing was closed.

Mr. Pirog made a motion to approve subject staff's conditions; seconded by Mr. Cavanaugh

DELIBERATIONS:

Mr. Pirog stated he was only worried about safety, but staff has worked with the petitioner to make safe. He stated it meets the standards and will be good for Palatine and looks like they have solid plan.

Mr. Cavanaugh stated his only concern was parking but thinks the petitioner and architect did a good job with the shape of the property.

Ms. Wood stated it is an overall good plan. She stated childcare is in demand and the location is good and will complement the area. She stated moving the play area and adjusting the parking was a good idea to make it a successful operation and conform to the standards to operate with the public health safety and welfare. Ms. Wood stated they addressed the variation based on the type of business that will run there.

Ms. Wood summarized that this request has met the standards and was unanimously approved by a vote of 4-0. This item will tentatively go to Village Council on April 10, 2023.

Attachment: DRAFT ZBA Minutes - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

RESULT:	**RECOMMENDED TO APPROVE [UNANIMOUS]**
MOVER:	John Pirog, Commissioner
SECONDER:	Kevin Cavanaugh, Commissioner
AYES:	Wood, McGinn, Cavanaugh, Pirog
ABSENT:	Roth-Wurster, Luszczak

Attachment: DRAFT ZBA Minutes - March 28, 2023 (415 S. Creekside Drive - SU Day Care)

Consider a Motion Granting Preliminary Planned Development Approval for a Four Lot Single-Family Residential Development at 52 W. Colfax Street

BACKGROUND:

The Petitioner is the contract purchaser of the property and is requesting a Preliminary Planned Development approval to permit a 4-lot single-family residential development. Therefore, the Petitioner is requesting approval of the following:

Preliminary Planned Development to permit a 4-lot single-family residential development

KEY ISSUES:

- The Subject Property previously functioned as a chiropractic office and personal residence, since its initial operation in 1986, and is currently zoned R-3 multi-family residential. The lot is 17,409 square feet (.399 acres).
- The proposed lots have driveway access to Colfax (1) and Brockway Streets (3), including a 2-car garage and driveway parking. They provide minimum interior side yard setbacks of 5 feet and minimum front yard setbacks of 15 feet, with the corner side yard (Colfax) and front yard setbacks for Lots 1 and 4 at 17 feet. This is directly comparable to the minimum required R-2 corner side yard setback of 20 feet and minimum required side yard for R-2 lots less than 67 feet in width.
- The proposed 2-story homes would be approximately 2,000-2,800 square feet and would include lap (non-vinyl or aluminum) siding. The developer is proposing an architectural design style to recognize the existing elevations of surrounding homes.
- While the lots to the north and east are zoned R-2, the property directly west across the street (“Village Green” townhouses) is zoned Planned Development and contains 13 units on .971 acres of 13.38 units/acre.
- The property directly south of the Subject Property is also zoned Planned Development (“”Stone Garden Subdivision”) and contains 5 units on .351 acres or 14.24 units/acre. The lot directly north is zoned R-2, but previously functioned as a multi-unit duplex on an 8,712 square foot lot.
- As such, there is not a consistently established land use pattern or zoning identity to this area of the Village. This property, through its previous land use as a medical office, maintained a commercial parking area along Brockway Street, and existed in conjunction with the other residential uses in the area.
- The following table delineates the proposed lot sizes and setbacks:

Proposed Lot Size (R-3 minimum is 8,000 SF)	Lot Width (there is no minimum lot width in the R-3 district = SUB =75)	Lot Depth (110' required)	Minimum Setbacks FY/(CS)	Interior Side
Lot 1 = 4,599 SF	51.96 feet	88.54 feet	15 feet (17 feet - Colfax)	5 feet
Lot 2 = 3,452 SF	40 feet	88.54 feet	15 feet	5 feet
Lot 3 = 3,452 SF	40 feet	88.54 feet	15 feet	5 feet
Lot 4 = 5,723 SF	43.37 feet	131.97 feet	17 feet (Colfax)	5 feet (east) 8 feet (west)

- Within the underlying R-3 zoning designation, multi-family land uses would be considered permitted uses, provided they complied with the other bulk ordinance requirements. This could include townhouses or apartment building uses therein. Staff agrees that a multi-lot single-family residential use is more appropriate and comparable single-family lots to the north and east.
- Nevertheless, subsequent to the Public Hearing, Staff also acknowledged that a 3-lot single-family residential development would be a more cohesive and harmonious transition from both the Village Green and Stone Garden developments into the neighborhood. The Plan Commission also provided a similar commentary during the Public Hearing.

ALTERNATIVES:

1. Approve the Preliminary Planned Development to allow a 4-lot single-family development.
2. Do not approve the Preliminary Planned Development to allow a 4-lot single-family residential development.

RECOMMENDATION:

Public Hearing: Plan Commission - March 21, 2023

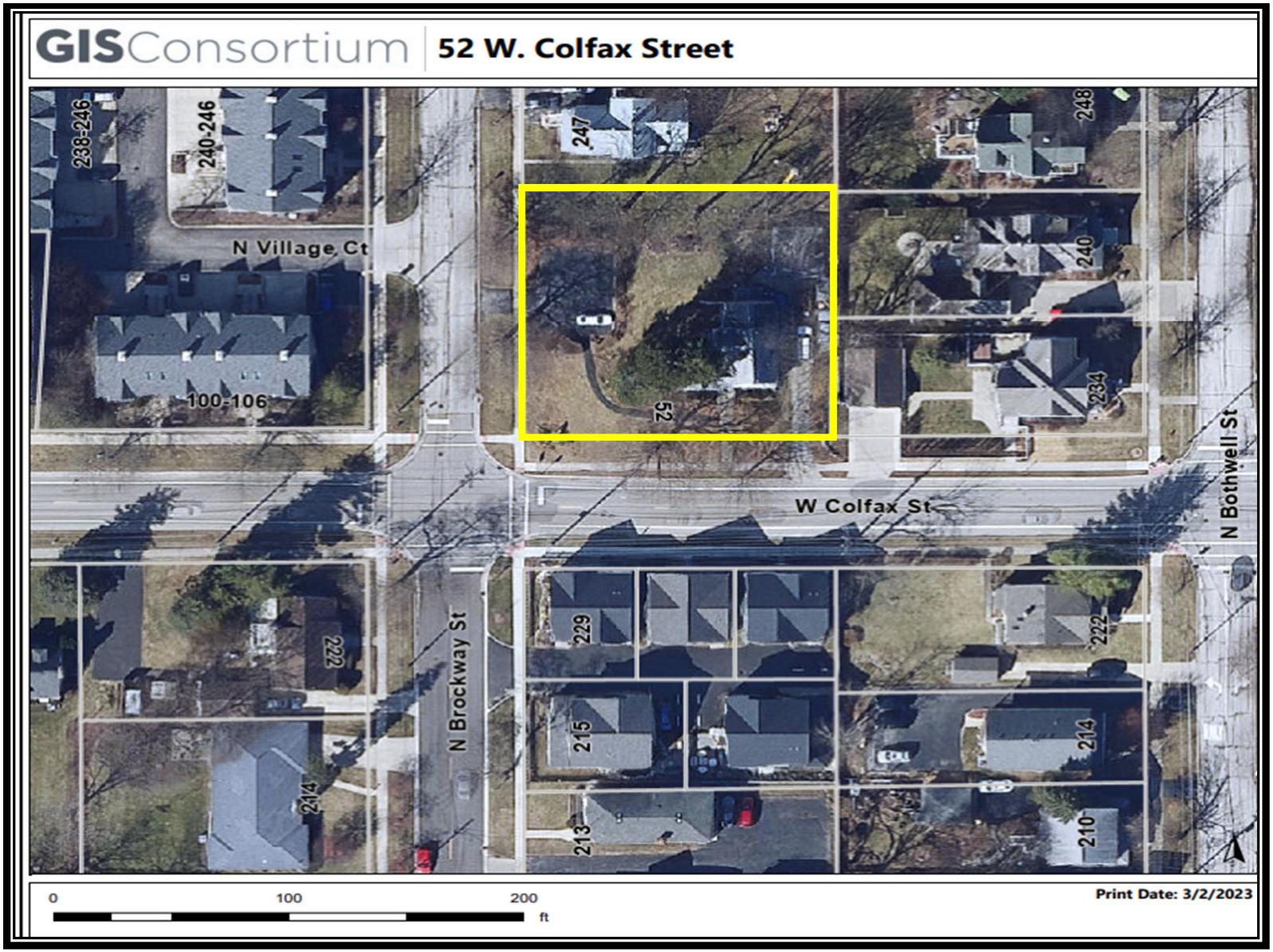
Residents testifying: 4. Density, stormwater management, historical housing impact, narrow rear yard areas, and aesthetic impact to the surrounding properties. There were also 4 email objections regarding the density, smaller lot sizes, tree removal, and questions about loss of a historical home.

Vote: The Plan Commission voted 6-0 to recommend denial of the request and, while Staff agrees with concept of a multiple single-family lot development, Staff also acknowledges that a 3-lot single-family lot development may be more appropriate. This would be a more harmonious plan and also address some of the concerns raised at the Public Hearing.

ACTION REQUIRED:
A motion to approve the Preliminary Planned Development at 52 W. Colfax Street.

ATTACHMENTS:

- Aerial Map
- PPD conditions
- EXHIBIT - 5350 PRELIMINARY ENGINEERING
- EXHIBIT - 5350 PRELIMINARY PLAT
- EXHIBITS - Elevations and Floorplans
- EXHIBIT - Proposed elevations
- 52 W. Colfax Street - Objection email
- Plan Commission materials - including the Public Notice
- Plan Commission minutes - March 21, 2023



Attachment: Aerial Map (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

52 W. Colfax Street - Staff would recommend approval a Preliminary Planned Development for a 3-lot single-family residential 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. The final separation of the dwellings shall comply with the IRC R-302, in a manner acceptable to the Director of Fire Prevention.**
5. **The Final Engineering Plans shall be submitted and revised in a manner acceptable to the Village Engineer and shall include both volume control and stormwater detention.**
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 $40,000 - ($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. **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: PPD conditions (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

N

SCALE 1"=00'

PROJECT BENCHMARK:
CROSS CUT ON NW UPPER FLANGE BOLT OF FIRE HYDRANT LOCATED AT THE NW CORNER OF PLUM GROVE RD. & WILSON STREET

NGVD29 ELEVATION 755.77

TO OBTAIN NAVD88 DATUM SUBTRACT 0.284'

BROCKWAY ST.

EX. WATERMAIN

EX. 36" STORM SEWER

EX. SANITARY SEWER

PROP. STORM SEWER

PROP. STORM SEWER

5' SETBACK

5' PUE

5' PUE

5' SETBACK

5' SETBACK

5' SETBACK

5' SETBACK

17' SETBACK

17' SETBACK

15' SETBACK

6" SAN SERV.

6" SAN SERV.

6" SAN SERV.

1-1/2" WATER

1-1/2" WATER

1-1/2" WATER

1-1/2" WATER

EX. WATER SERV. (REMOVE)

EX. SANITARY SERV. (REMOVE)

SERV. MH

R&R SIDEWALK

R&R SIDEWALK

B-6.12 C&G

B-6.24 C&G

EX. MWRD INTERCEPTOR

EX. MWRD INTERCEPTOR

EX. 12" STORM SEWER

EX. SANITARY SEWER

COLFAX ST.

LOT 1
4,599 SF

LOT 2
3,452 SF

LOT 3
3,452 SF

LOT 4
5,723 SF

T/F 752.0

T/F 752.2

T/F 752.5

T/F 752.9

GARAGE

DRIVE

749.0

749.0

749.6

750.0

751.0

751.0

751.0

751.5

751.5

752.0

750.1

751.3

750.3

751.3

750.6

751.8

750.5

751.0

751.3

751.5

751.7

752.2

131.97'

88.54'

43.37'

40.04'

30'

65'

88.54'

40.00'

132.00'

88.54'

51.96'

51.96'

89°57'3"

88.52'

131.89'

131.94'

INLET
RIM 748.88
INV 745.73

SANITARY
RIM 748.88
INV 739.68

STORM MH
RIM 749.33
INV 738.68

STORM MH
RIM 749.43
INV 738.38

VALVE VAULT
RIM 749.85

VALVE VAULT
RIM 749.78

SANITARY
RIM 749.55
SEALED

SANITARY
RIM 749.55
SEALED

INLET
RIM 749.27
INV 746.72

STORM MH
RIM 750.24
INV 744.04

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

TO THE BEST OF OUR KNOWLEDGE AND BELIEF, THE DRAINAGE OF THE SURFACE WATERS WILL NOT BE CHANGED BY THE CONSTRUCTION OF THIS SITE OR ANY PART THEREOF, OR THAT IF SUCH SURFACE WATER DRAINAGE WILL BE CHANGED, REASONABLE PROVISIONS HAVE BEEN MADE FOR THE COLLECTION AND DIVERSION OF SUCH WATERS INTO PUBLIC AREAS OR SUCH WATERS WILL BE PLANNED FOR IN ACCORDANCE WITH GENERALLY ACCEPTED ENGINEERING PRACTICES SO AS TO REDUCE THE LIKELIHOOD OF DAMAGE TO THE ADJOINING PROPRITY BECAUSE OF THE CONSTRUCTION OF THIS SITE.

DATED THIS 15 TH DAY OF DEC AD 2022

OWNER

ENGINEER

TIMOTHY J. SPIES
062-42874
REGISTERED PROFESSIONAL ENGINEER
OF
ILLINOIS

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
DESIGNED BY:	TJS
CHECKED BY:	TJS
JOB NO.	5350
SCALE:	1"=10'
DATE:	11-21-22

PRELIMINARY SITE DEVELOPMENT PLAN
COLFAX BROCKWAY SUBDIVISION

SHEET NO. 1 OF 1 SHEETS

Attachment: EXHIBIT - 5350 PRELIMINARY ENGINEERING (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

PRELIMINARY PLAT OF SUBDIVISION OF COLFAX BROCKWAY SUBDIVISION

MORRISON SURVEYING CO., INC.
604 Bedford Rd. Unit A Morris, Illinois 60450 (office)
P.O.Box 863, Morris, Illinois 60450 (mailing)
Ph. 815-942-2620 Fax 815-941-2620

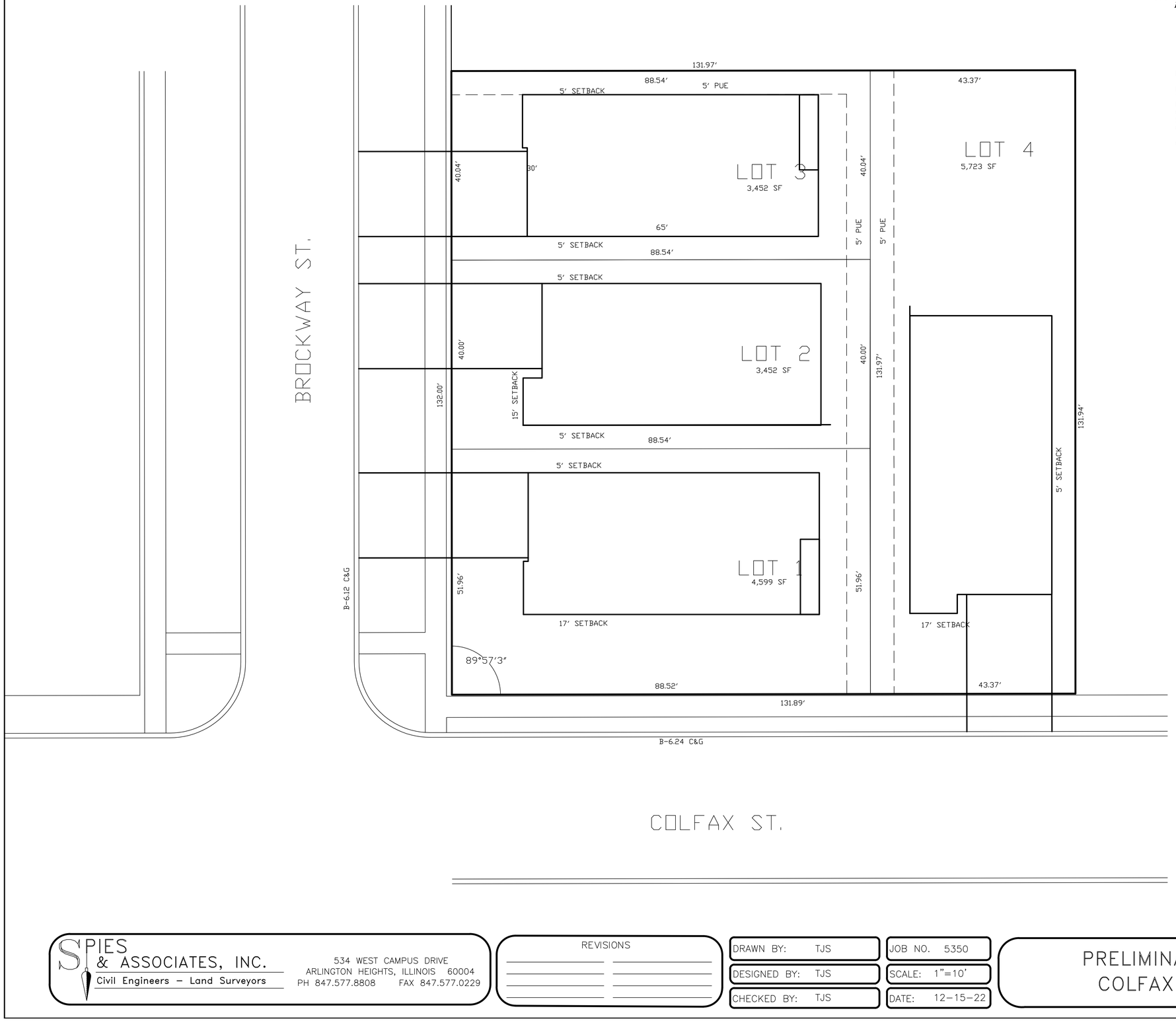
N

1"=10'

LEGAL DESCRIPTION:

BEGINNING 30 RODS WEST OF THE 20 RODS NORTH OF THE SOUTHEAST CORNER OF THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, RUNNING THENCE NORTH ON A STRAIGHT LINE 9 RODS TO STAKE OR STONE; THENCE WEST 10 RODS; THENCE SOUTH 9 RODS; THENCE EAST 10 RODS TO THE PLACE OF BEGINNING IN THE VILLAGE OF PALATINE, IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS 52 W. COLFAX ST., PALATINE, IL.



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

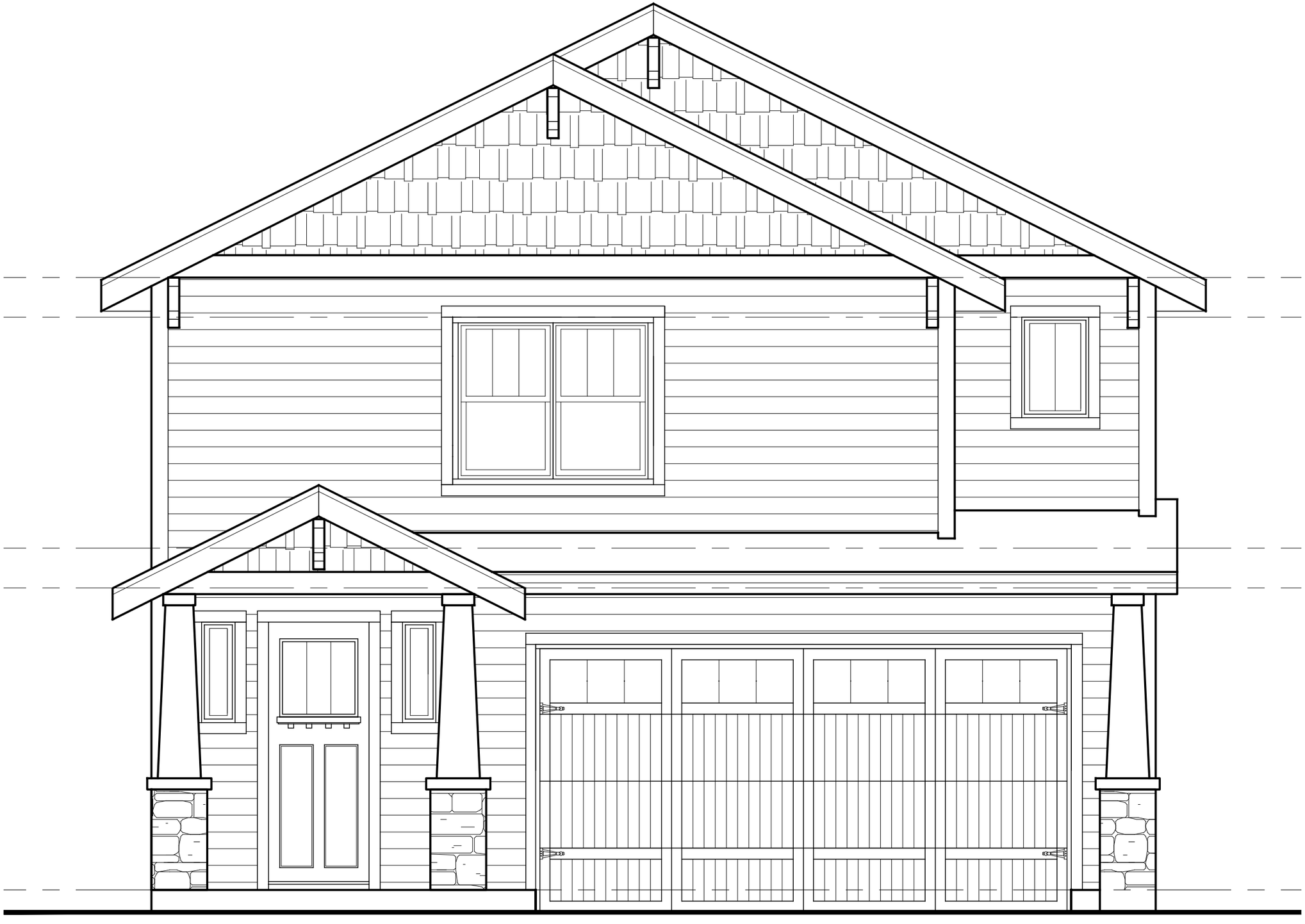
REVISIONS

DRAWN BY: TJS	JOB NO. 5350
DESIGNED BY: TJS	SCALE: 1"=10'
CHECKED BY: TJS	DATE: 12-15-22

PRELIMINARY PLAT OF SUBDIVISION
COLFAX BROCKWAY SUBDIVISION

SHEET NO. 1 OF 1 SHEETS

Attachment: EXHIBIT - 5350 PRELIMINARY PLAT (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

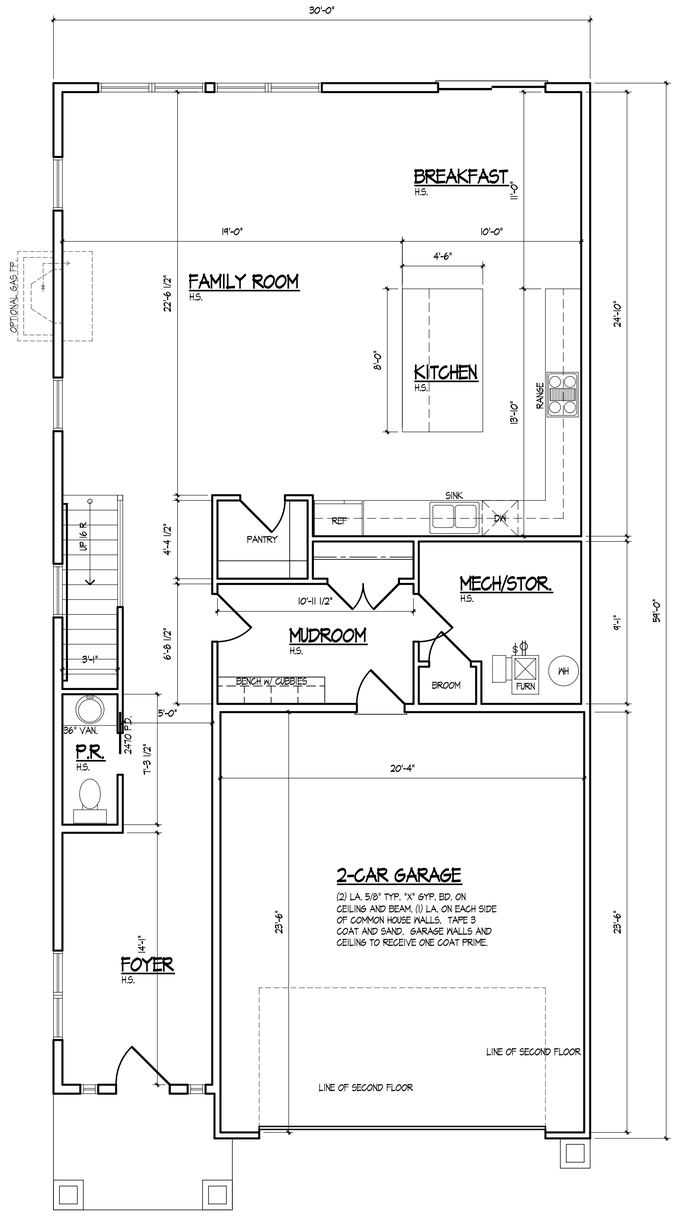


FRONT ELEVATION

FRONT ELEVATION

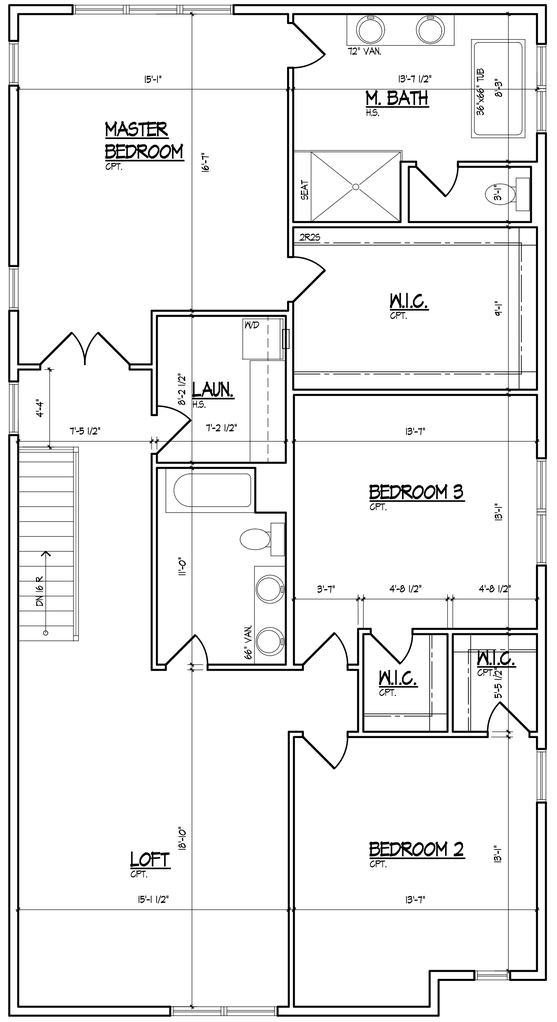
SCALE: 1/4" = 1'-0"

Attachment: EXHIBITS - Elevations and Floorplans (52 W. Colfax Street - Prelim PD - 4-lot SF Res)



FIRST FLOOR PLAN

FIRST FLR. = 1233 S.F. SCALE: 1/4" = 1'-0"
SECOND FLR. = 1650 S.F.
TOTAL = 2883 S.F.
GARAGE = 514 S.F.



SECOND FLOOR PLAN

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

Attachment: EXHIBITS - Elevations and Floorplans (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

FRONT ELEVATION

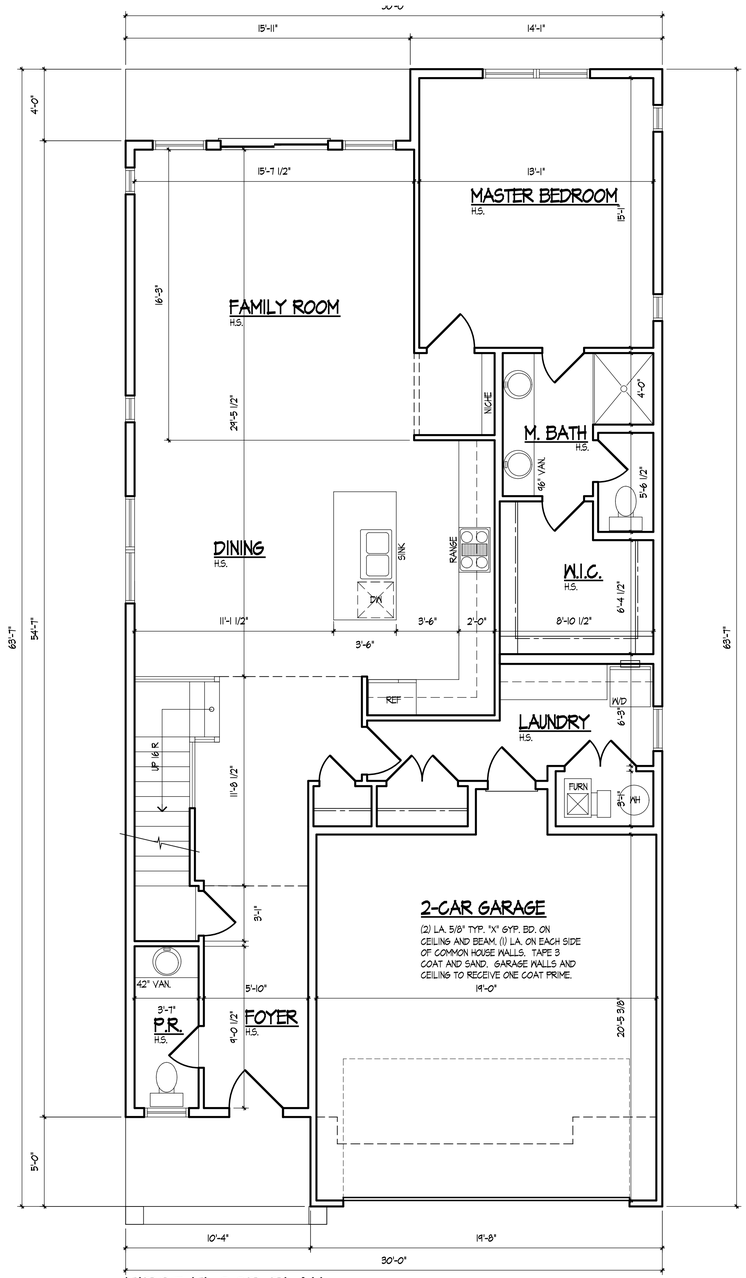
SCALE: 1/4" = 1'-0"

Attachment: EXHIBITS - Elevations and Floorplans (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

FRONT ELEVATION

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

Attachment: EXHIBITS - Elevations and Floorplans (52 W. Colfax Street - Prelim PD - 4-lot SF Res)



FIRST FLOOR PLAN

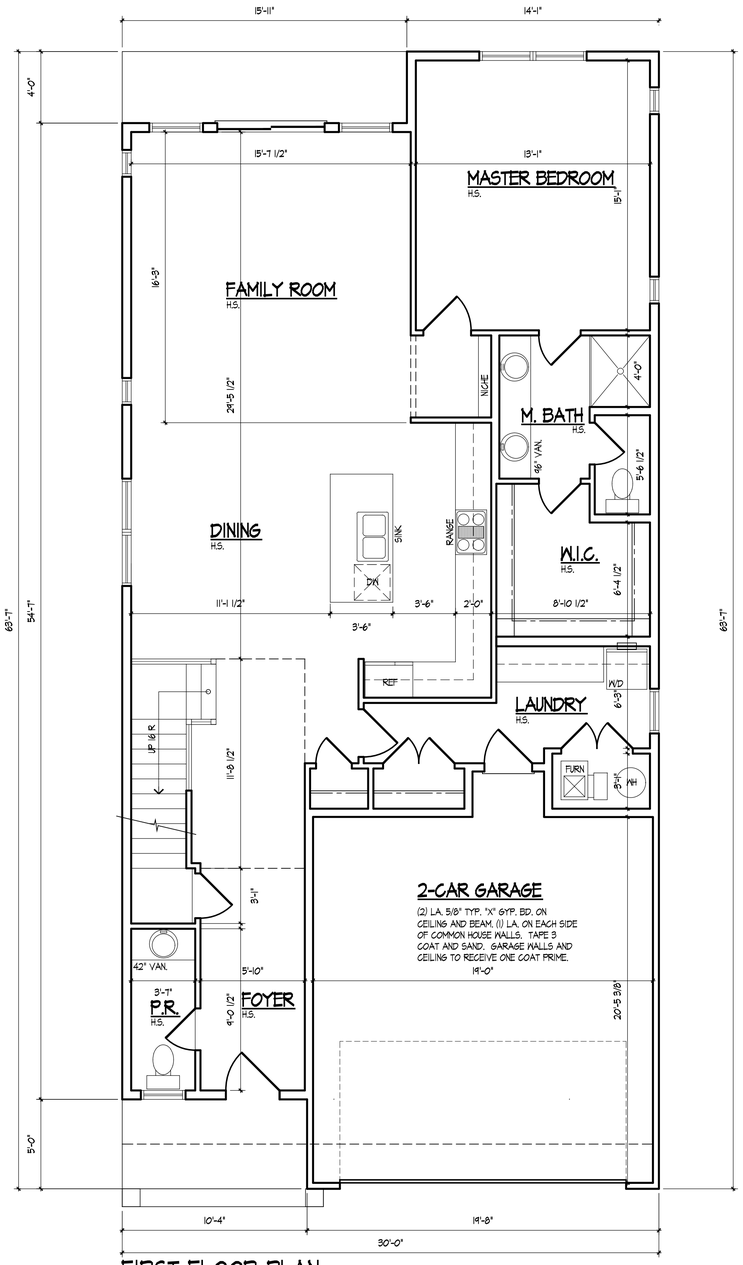
FIRST FLR. = 1378 S.F.
SECOND FLR.= 620 S.F.
TOTAL = 1998 S.F.
GARAGE = 414 S.F.

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

SECOND FLOOR PLAN

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

Attachment: EXHIBITS - Elevations and Floorplans (52 W. Colfax Street - Prelim PD - 4-lot SF Res)



FIRST FLOOR PLAN

FIRST FLR. = 1318 S.F.
SECOND FLR.= 703 S.F.
TOTAL = 2081 S.F.
GARAGE = 414 S.F.

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

SECOND FLOOR PLAN

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

OPTION 2

Attachment: EXHIBITS - Elevations and Floorplans (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

FRONT ELEVATION 1-1

MARCH 18, 2023

Attachment: EXHIBIT - Proposed elevations (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

FRONT ELEVATION 2-2

MARCH 18, 2023

Attachment: EXHIBIT - Proposed elevations (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

FRONT ELEVATION 1-1

MARCH 18, 2023

Attachment: EXHIBIT - Proposed elevations (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

FRONT ELEVATION 3-3

MARCH 18, 2023

Attachment: EXHIBIT - Proposed elevations (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

Ben Vyverberg

Subject: FW: 52 W Colfax

From: Lauren Selcke < >
Sent: Tuesday, March 21, 2023 4:07 PM
To: Ben Vyverberg <BVyverberg@palatine.il.us>
Subject: 52 W Colfax

> **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

Hi Ben-
I know my comment won't hold much weight, but I hope you consider denying the permit for 4 new houses at 52 W Colfax. We love Palatine and the historical homes downtown. The ones that were built across the street from this property are an eye-sore and I would hate for that to be the precedent being set for future development. I understand the need to 'move forward', but cramming multiple houses into a small property is not the answer. If it's too much to renovate the house then ok, but then replace it with one new house and leave the trees and greenery.
Many thanks,
Lauren Herm

Attachment: 52 W. Colfax Street - Objection email (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

Ben Vyverberg

Subject: FW: 3/21 Public Hearing

From: Danielle Fisher < >
Sent: Tuesday, March 21, 2023 5:09 PM
To: Ben Vyverberg <BVyverberg@palatine.il.us>
Subject: 3/21 Public Hearing

> **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

Dear Mr. Vyverberg,

My name is Danielle Fisher and I have been a resident of downtown Palatine for 6 years, along with my husband who has lived here all his life. I'm writing today to request that you deny the permit to turn the lot on the northeast corner of Brockway and Colfax into 4 single family homes.

As I'm sure you know, Palatine has a rich history dating back to the early 1800s; this history needs to be preserved. One way you can ensure this happens is to deny the permit that will remove an historic home from our community.

Thank you for your consideration,

Danielle Fisher

Attachment: 52 W. Colfax Street - Objection email (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

Village of Palatine
Zoning Plan Commission

Re: Public Hearing 52 W Colfax Street
File No. PPD-000001-2023
March 21, 2023

To Zoning Plan Commission:

Due to work commitments, we are unable to attend the public hearing on Tuesday, March 21 but would like to express our concern about the preliminary planned development for a 4-lot single family residential development in place of a historic 100+ year old home.

As 30 year residents of downtown Palatine, we live in a house that is over 100 years old. We know the history of our home and the stories of the 3 families who lived here before us. Even though the house was in poor condition, the previous owners completely restored it keeping much of the original woodwork, pocket doors and built ins. In our time here, we have seen several historic homes renovated and others torn down for multi-family or dense housing. Every time, the houses that are renovated add beauty and uniqueness to our village, while keeping our history alive for future generations. Homes built before World War II tend to be built with higher quality materials such as rare hardwoods and wood from old growth forests that no longer exist. They were also built by better standards.

As concerned neighbors, we have spoken to the builder who is proposing this development and seen the plans. Currently there is no multi-family housing on this block and allowing this dense subdivision puts the rest of our historic homes in danger of being replaced in the future. The lot size at 52 W. Colfax is approximately 2 times the size of the other lots on the block of Colfax/Brockway/Richmond/Bothwell. Jamming 4 "single family" homes on this lot is really multi family housing and will not fit in with the look of the rest of the block, even though the builder has said that they will fit in with the neighborhood. These houses will be right on top of each other with no room for yards. The existing trees and perennials on the property will need to be removed as well.

We strongly urge you to deny this zoning for a 4 home development at 52 W Colfax. While we would prefer that the house was saved and renovated, if possible, at the very least we hope that a new house would be built there that would fit in with the lot size and look of the rest of the block. Allowing multi family or dense housing here, expands that option out from downtown and sets a dangerous precedent.

Thank you-

Denise and Bob Logan
240 N. Bothwell
[redacted]

PETITIONER'S EXHIBIT
14

Attachment: 52 W. Colfax Street - Objection email (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

Ben Vyverberg

Subject: FW: Failure Notice

From: Martha <>
Sent: Monday, March 20, 2023 6:49 PM
To: Ben Vyverberg <BVyverberg@palatine.il.us>
Subject: Fwd: Failure Notice

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

My name is Martha Bell, and I have owned and lived at 241 N. Bothwell Street, Palatine, IL for more than 30 years. I am also an Illinois licensed architect since1986, with experience that includes planning; I chaired the Downtown Palatine Redevelopment Commission for 10 years.

I have not seen the final plans for the current single family home at 52 W. Colfax Street. However, would like to offer the following considerations:

1. A recently developed PUD just south of the site across Colfax Street also has four homes on a small site. However, North of Colfax Street and East of Brockway Street create de facto boundaries between denser development closer to the village core, and the historic single family homes that exist north of Colfax Street. This historic village area is part of what defines Palatine, and makes it stand out against new suburbs without our long history.
2. The site is larger than most, roughly double the surrounding single family lots, and could be conducive to the development of two homes as an alternative consideration.
3. All other development on the entire block and indeed for eight blocks to the east and four blocks to the north is entirely single family homes on traditionally sized lots.
4. Approving the proposal would amount to spot zoning, a practice frowned upon by professional planners.

My personal and professional recommendation is to decline this re-zoning proposal.

Feel free to write me at this address or to call me at 312-590-9515 if you wish to discuss the above. I unfortunately am unable to attend on Tuesday evening, but I hope you will read my letter aloud.

Sincerely yours,
Martha Bell, FAIA, LEED BD+C
Resident, 241 N. Bothwell Street, Palatine, IL 60067

PETITIONER'S EXHIBIT
13

Attachment: 52 W. Colfax Street - Objection email (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

VILLAGE OF PALATINE

VILLAGE OF PALATINE
Plan Commission

SCHEDULED 03/21/23 07:00 PM

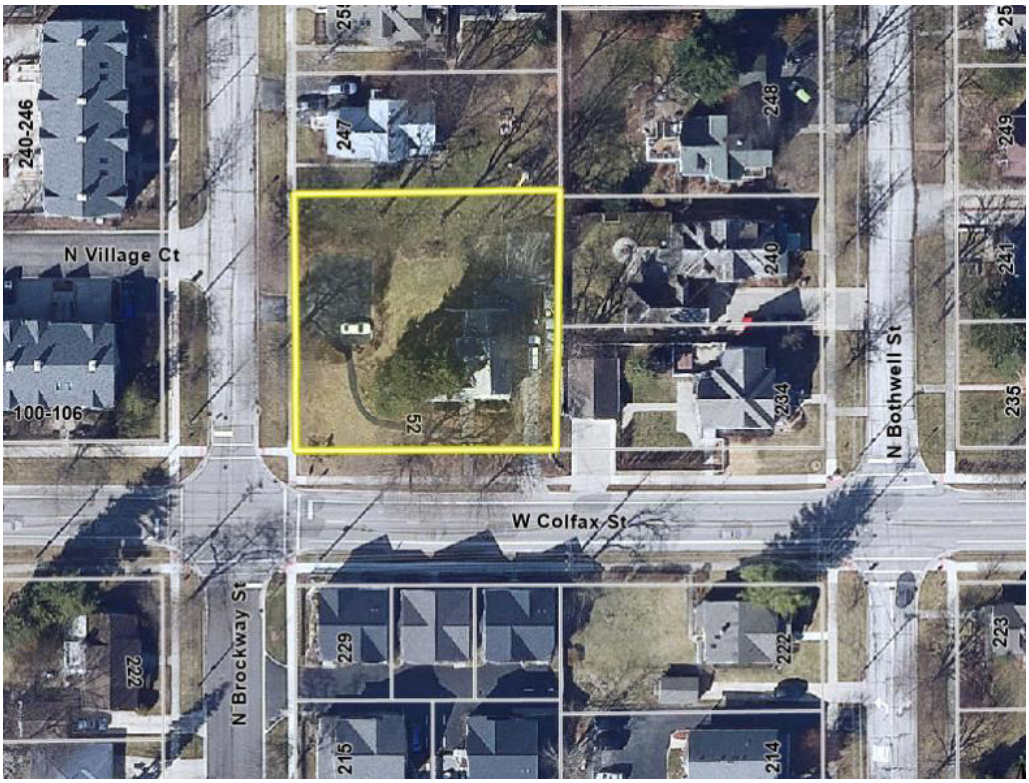
CASE STAFF STATEMENT (ID # 8203)

52 W. Colfax Street

CASE NUMBER: PPD – 000001-2023

PETITIONER: Greg Rose - GWR Enterprises, INC.

LOCATION: 52 W. Colfax Street



PROPOSAL: The Petitioner is seeking Preliminary Planned Development approval to allow for the development of 4 single-family residential lots and homes.

ZONING AND LAND USE: The existing lot is zoned R-3 (multi-family) and contained a residential home, which previously operated as a chiropractic office, with the doctor residing on the property. The lot is .399-acres (17,409 square feet) and is located at the northeast corner of W. Colfax and N. Brockway Streets. This chiropractic office was a permitted use in the district, with the doctor residing at the residence. The previous use

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

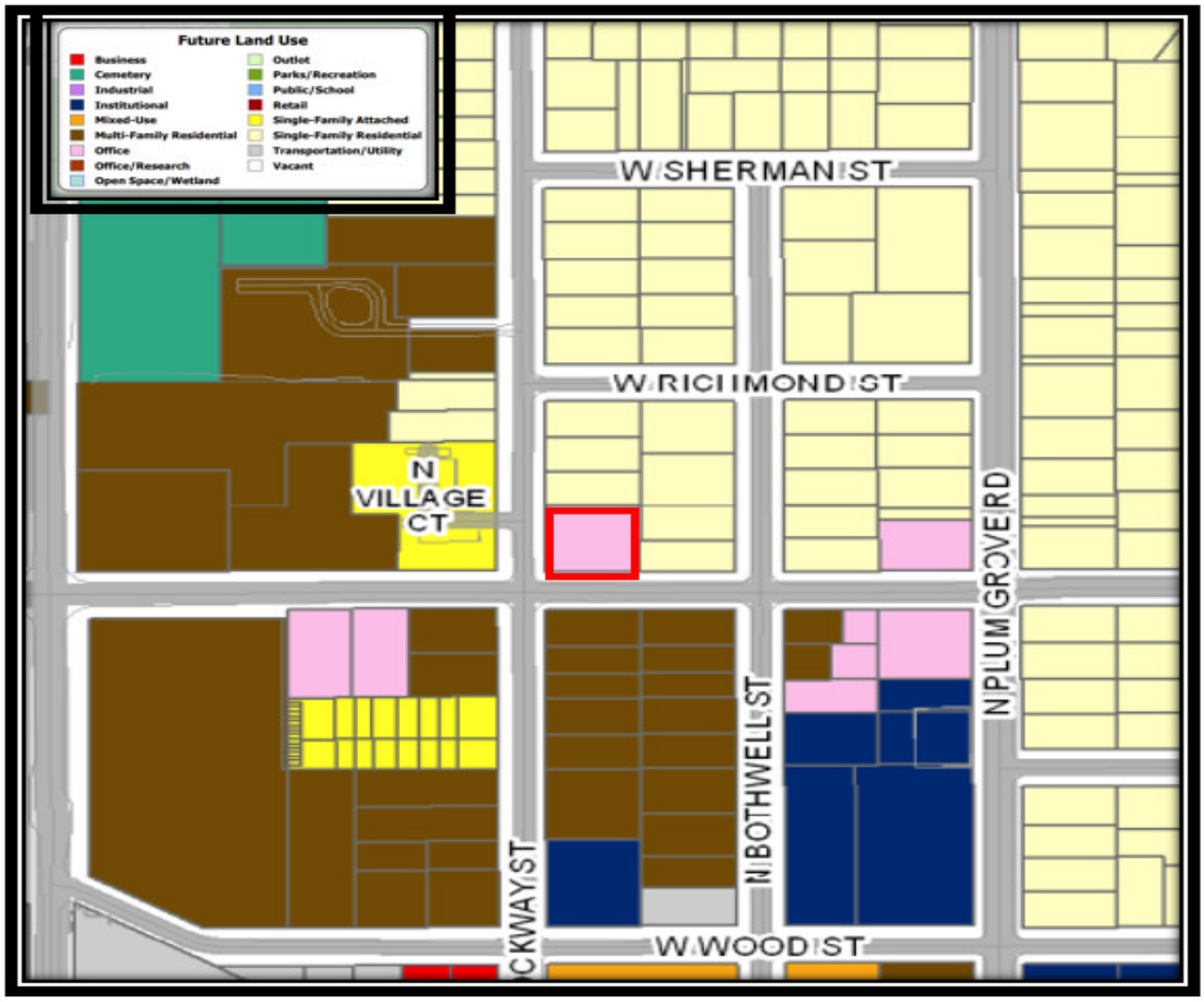
began its operations in approximately 1986 and continued until the recent past. The Subject Property is located in one of the oldest parts of the Village and was part of the initially platted lots in Downtown Palatine – SE ¼ SEC of Ante-Fire subdivision.

SURROUNDING CONDITIONS:

North:	R-2 - single family residential
South:	Planned Development - Stone Garden (5 units on .351 acres - 15,312 square feet or 14.24 units/acre).
East:	R-2 single-family residential
West:	Planned Development - Village Green townhomes (13 units on .971 acres or 13.38 units/acre).

COMPREHENSIVE PLAN: The Future Land Use map contemplates a continued non-residential office use for the Subject Property.

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)



BACKGROUND: The Petitioner is the contract purchaser of the property and requests a Preliminary Planned Development to permit a 4-lot single-family residential development. Therefore, the Petitioner is requesting the following:

Preliminary Planned Development to permit a 4-lot single-family residential development

ANALYSIS:

- The Subject Property was previously operated as a chiropractic office and personal residence, since its initial existence in 1986. It is located in an older

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

area of the Village and is situated adjacent to the Central Business District, with Wood Street identified as the northern boundary of the B-3 district.

- There is not a consistently established land use pattern or zoning identity to this section of the Village. This is likely both a function of the proximity to the Central Business District and a result of the previous downtown planning and implementation activities. The Subject Property, through its previous land use as a medical office, with a commercial parking area along Brockway Street, existed in conjunction with the other residential uses.

- While the lots to the north and east maintain a current R-2 zoning designation, the property directly east across the street ("Village Green" townhouses) is zoned Planned Development and contains 13 units on .971 acres of 13.38 units/acre.

- The property directly south of the Subject Property is also zoned Planned Development (""Stone Garden Subdivision") and contains 5 units on .351 acres or 14.24 units/acre. The lot directly north is zoned R-2, but previously functioned as a multi-unit duplex on an 8,712 square foot lot.

Zoning and Site Design:

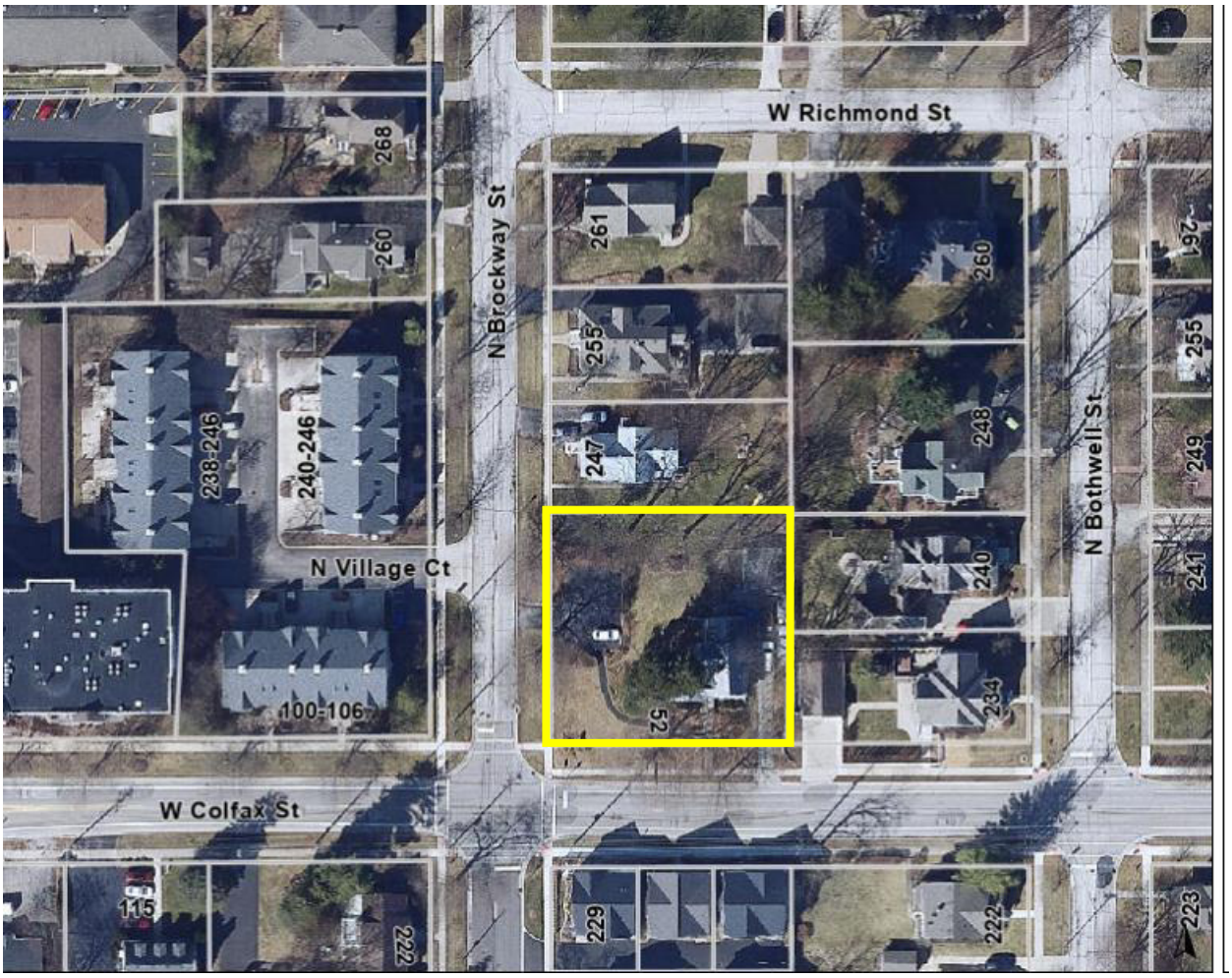
- The lot is current zoned R-3 and the following table delineates the proposed lot sizes and setbacks:

Proposed Lot Size (R-3 minimum is 8,000 SF)	Lot Width (there is no minimum lot width in the R-3 district = SUB =75)	Lot Depth (110' required)	Minimum Setbacks FY/(CS)	Interior Side
Lot 1 = 4,599 SF	51.96 feet	88.54 feet	15 feet (17 feet - Colfax)	5 feet
Lot 2 = 3,452 SF	40 feet	88.54 feet	15 feet	5 feet
Lot 3 = 3,452 SF	40 feet	88.54 feet	15 feet	5 feet
Lot 4 = 5,723 SF	43.37 feet	131.97 feet	17 feet (Colfax)	5 feet (east) 8 feet st)

- Under is current multi-family zoning, Each lot is afforded direct driveway access to Colfax and Brockway Streets, with a 2-car garage and driveway parking available. All of the lots provide minimum interior side yard setbacks of 5 feet and minimum front yard setbacks of 15 feet, with the corner side yard (Colfax) and front yard setbacks for Lots 1 and 4 at 17 feet. This is directly comparable to the minimum required R-2 corner side yard setback of 20 feet and minimum required side yard for R-2 lots less than 67 feet in width.

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

- The proposed setbacks are consist with most of the surround single-family homes and provide greater setbacks than development to the south.



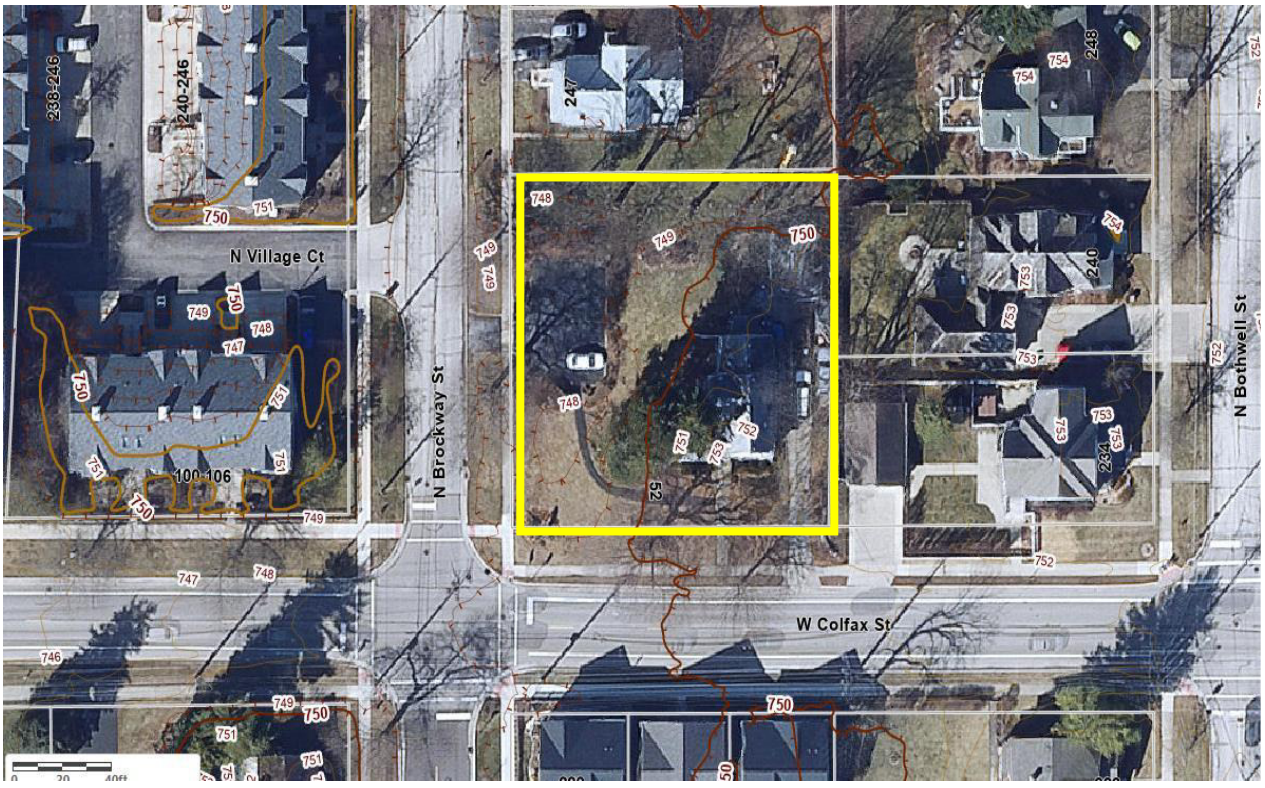
- Along the west side of Brockway Street, the homes at 260 and 268 N. Brockway Street maintain front yard setbacks of approximately 17 feet and 18 feet, respectively. On the east side of Brockway Street, the homes at 247, 255, and 261 N. Brockway have front yard setbacks of approximately 21 feet, 14 feet, and 17 feet. The homes along Bothwell Street also have similar setbacks to the proposed.
- Most of the lots in this area are 66 feet by 132 feet, which is the traditional lot size in this area. The area to the southeast along Bothwell Street has several single-family lots that are 60, 50, and 48 feet wide. As proposed, the 4-lots are not out of character from the surrounding property characteristics. The R-3 district would allow a density of 3.48 3-bedroom homes for this lot.

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

- The Village Green townhomes directly west of the property provides a 23-foot front yard and Stone Garden to the south has an 8.5-foot setback from Colfax Street and a 10.5-foot setback from Brockway Street.

Engineering:

- The surrounding neighborhood is established and completely developed, with all of the required infrastructure and utilities available within the area. Based upon the existing circumstances, within the downstream area of the Subject Property, the Village Code would require both volume control and stormwater detention for this property. As required, parkway trees would be installed.
- The Subject Property generally drains from the northeast to the southwest. With the exception of a slight shelf on the northern section of Lot 4, the property is relative flat.
- Providing detention is consistent with the Stone Garden development, directly south of the Subject Property and appropriate, given the constant surcharge received by areas downstream of the property. This will prevent additional stormwater runoff from adding runoff to the extended system.



Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

Architecture:

- Each of the homes are designed to have 3 bedrooms and 2 bathrooms. The building footprints would be approximately 30 feet wide by 59 or 63 feet deep, within each lot. The second floor plans indicate a 28 foot by 26 foot area. The total square footage of the homes is approximately 2,500 square feet.
- The proposed building materials would include LP siding or other non-vinyl siding alternative. Per the narrative, the proposed home designs will incorporate colors, materials, and accents to coordinate with the surrounding established home in the area. This includes matching the treatments of the siding and accent materials.

RECOMMENDATION:

This area of the Village maintains a confluence of varying land uses (attached multi-family, single-family homes, non-conforming duplexes, detached single-family with a shared central drive, condominiums, and apartment uses). While the Future Land Use envisioned a continued medical office use, Staff believes the proposed is a compatible land use and site plan to incorporate into the area. By utilizing the existing street system and providing direct driveway access for each lot, the existing single-family land use patterns will continue for this property. And, the proposed front yard and corner side yard setbacks align with the surrounding properties. Although the rear yard setbacks are narrower that the Code may require, Lot 4 provides a 50-foot setback and works to comparably with the surrounding setbacks to the east. The proposed elevations and materials should also align with the existing elevations in the neighborhood. 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. The final separation of the**

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

dwellings shall comply with the IRC R-302, in a manner acceptable to the Director of Fire Prevention.

5. **The Final Engineering Plans shall be submitted and revised in a manner acceptable to the Village Engineer and shall include both volume control and stormwater detention.**
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 $40,000 - ($10,000/unit, per Article 14 of the Zoning Ordinance) shall be submitted in a manner acceptable to the Director of Planning and Zoning.**
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.**

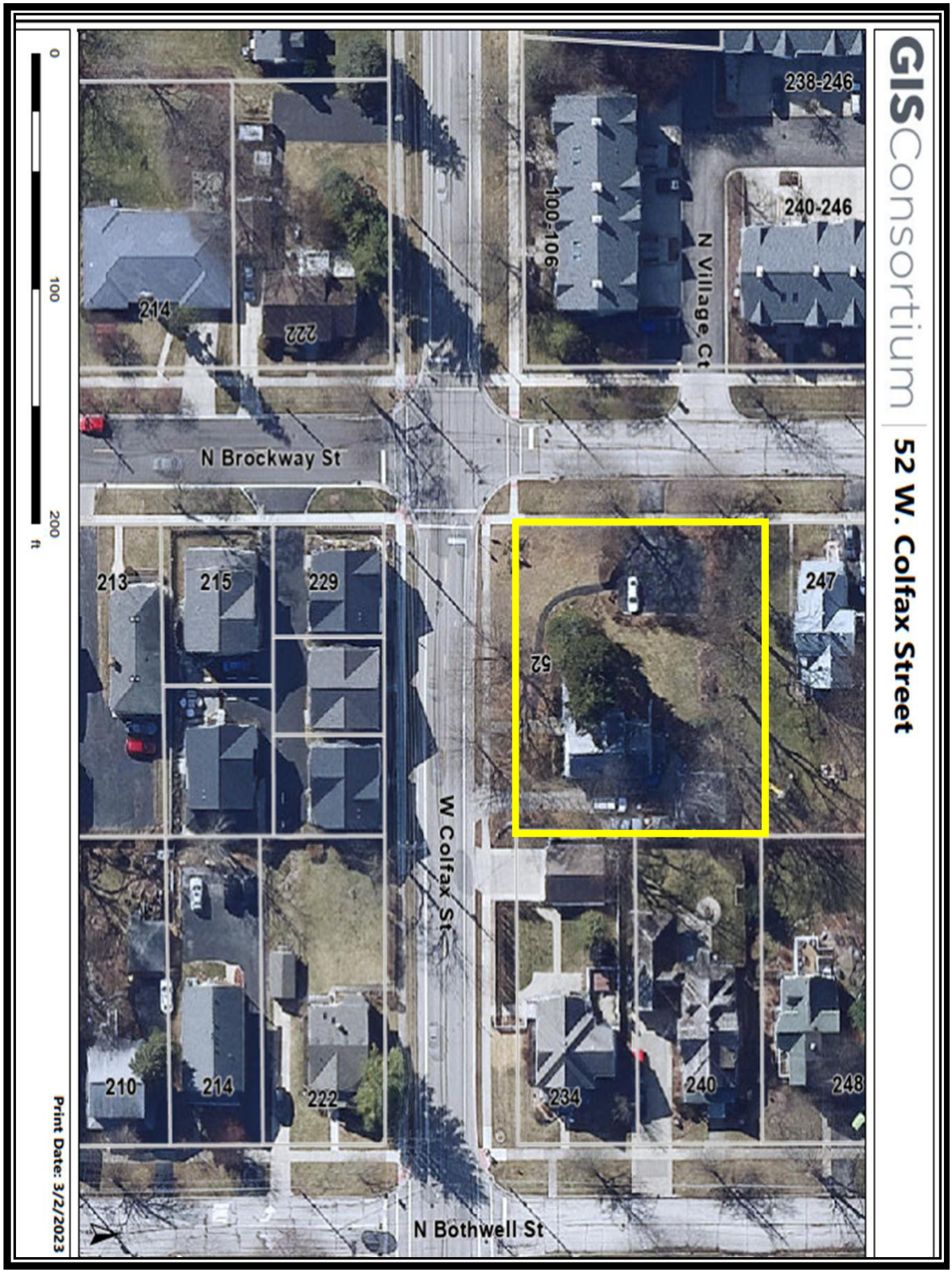
ATTACHMENTS:

- Aerial map
- 5350 PRELIMINARY ENGINEERING
- 5350 PRELIMINARY PLAT
- Proposed Floorplans and Elevations
- 52 W Colfax - Development Narrative and description
- PPD application - Submittal Docs 01262023 - 52 w colfax
- Current Zoning Map - Subject and Surrounding Properties

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

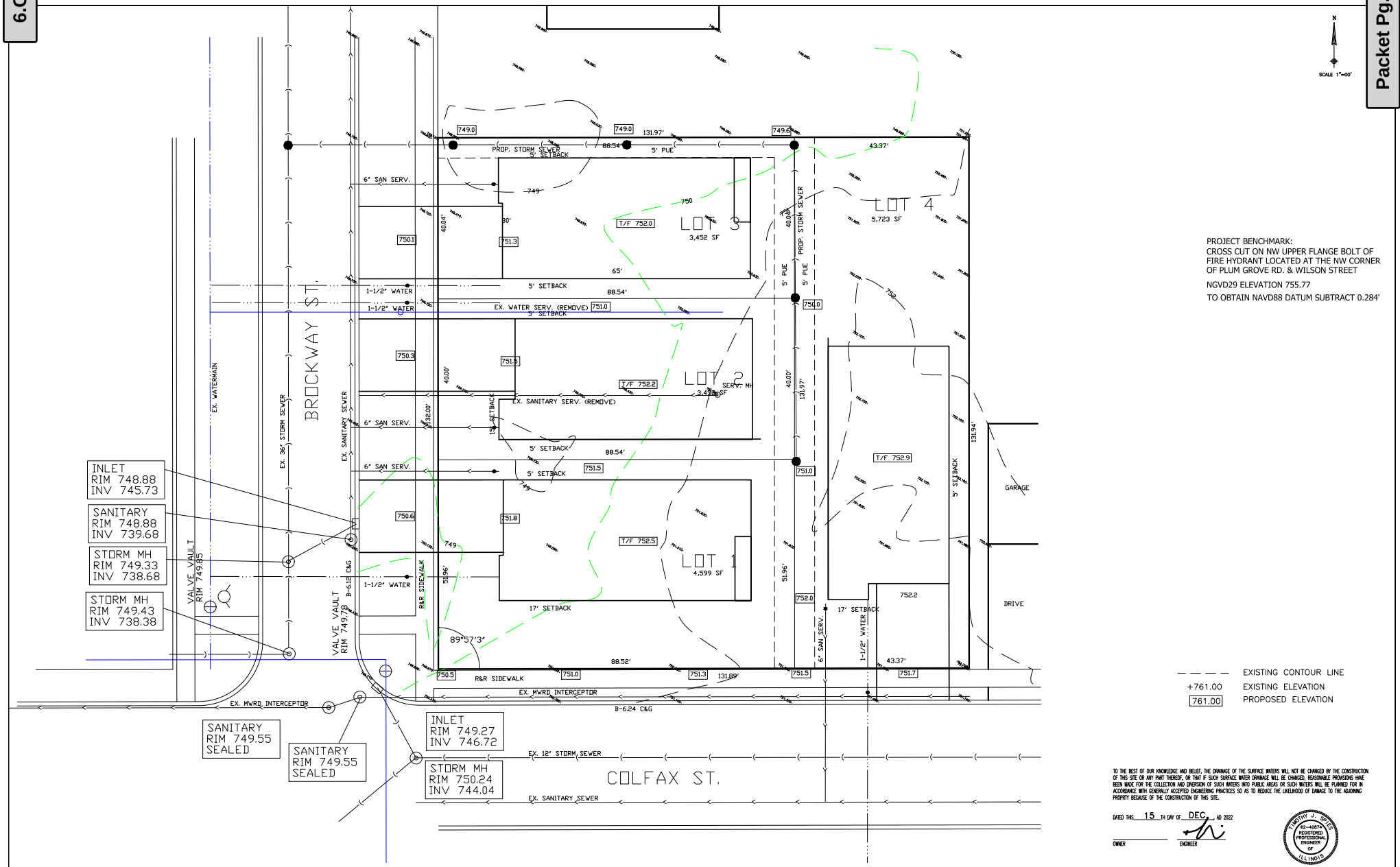
- Stone Garden Plat of Survey (directly south of the subject property)
- Stone Garden site plan (directly south of the Subject Property)
- Plat of Survey - 52 W. Colfax Street
- Current Utility Map
- DH Public Notice

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)



Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

Attachment: Aerial map (52 W. Colfax Street - Prelinminary Planned Development -4-lot single



PROJECT BENCHMARK:
CROSS CUT ON NW UPPER FLANGE BOLT OF FIRE HYDRANT LOCATED AT THE NW CORNER OF PLUM GROVE RD. & WILSON STREET

NGVD29 ELEVATION 755.77

TO OBTAIN NAVD88 DATUM SUBTRACT 0.284'

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

TO THE BEST OF OUR KNOWLEDGE AND BELIEF, THE DRAINAGE OF THE SURFACE WATERS WILL NOT BE CHANGED BY THE CONSTRUCTION OF THIS SITE OR ANY PART THEREOF, OR THAT IF SUCH SURFACE WATER DRAINAGE WILL BE CHANGED, REASONABLE PROVISIONS HAVE BEEN MADE FOR THE COLLECTION AND DIVERSION OF SUCH WATERS INTO PUBLIC AREAS OR SUCH WATERS WILL BE PLANNED FOR IN ACCORDANCE WITH GENERALLY ACCEPTED ENGINEERING PRACTICES SO AS TO REDUCE THE LIKELIHOOD OF DAMAGE TO THE ADJOINING PROPRTY BECAUSE OF THE CONSTRUCTION OF THIS SITE.

DATED THIS 15 TH DAY OF DEC, AD 2022

OWNER

ENGINEER

TIMOTHY J. SPIES 62-42874 REGISTERED PROFESSIONAL ENGINEER OF ILLINOIS

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.	5350
DESIGNED BY:	TJS	SCALE:	1"=10'
CHECKED BY:	TJS	DATE:	11-21-22

PRELIMINARY SITE DEVELOPMENT PLAN
COLFAX BROCKWAY SUBDIVISION

SHEET NO. 1 OF 1 SHEETS

Attachment: 5350 PRELIMINARY ENGINEERING (52 W. Colfax Street - Preliminary Planned Development -4-lot single-family residential development)

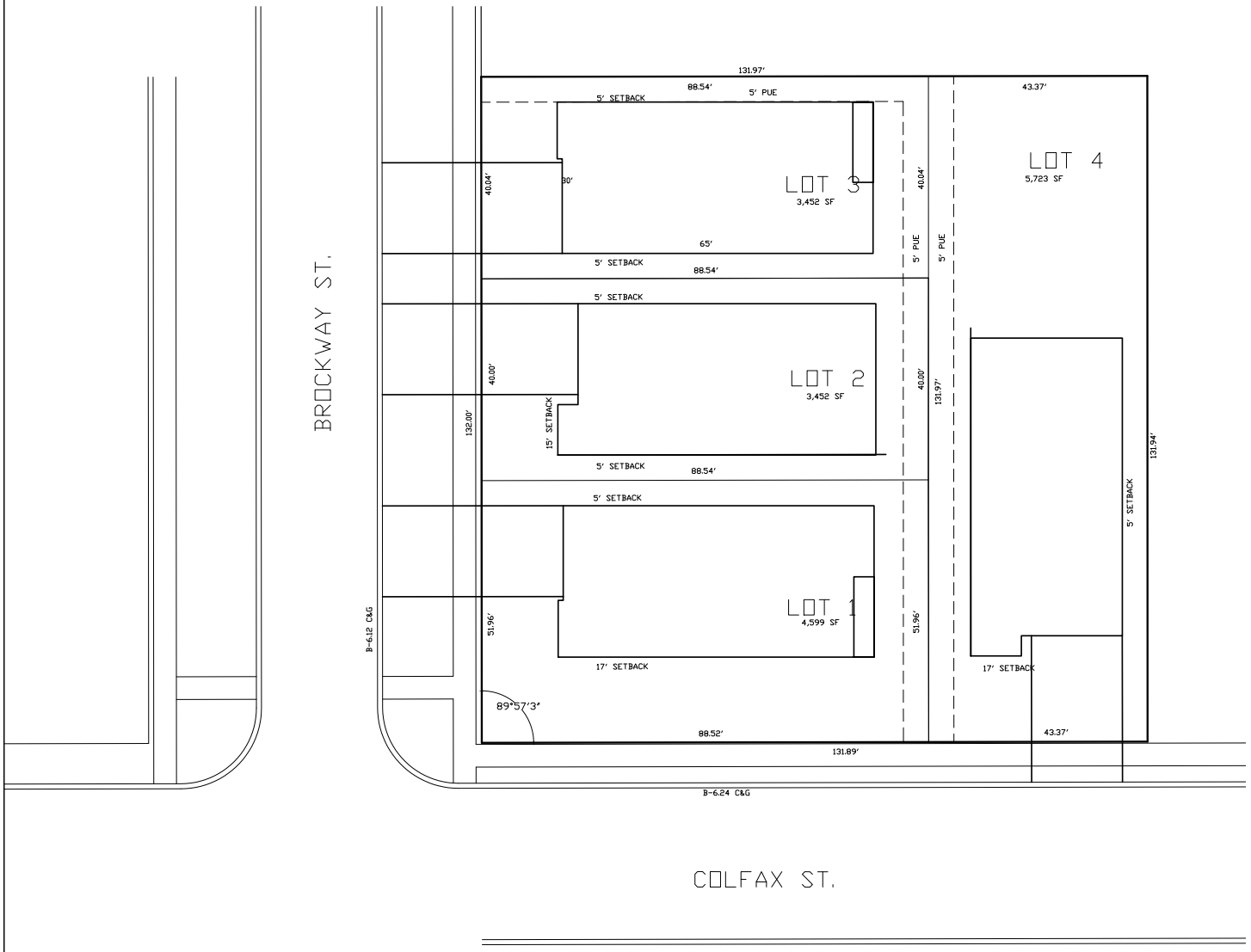
Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

PRELIMINARY PLAT OF SUBDIVISION OF COLFAX BROCKWAY SUBDIVISION

MORRISON SURVEYING CO., INC.
604 Bedford Rd. Unit A Morris, Illinois 60450 (office)
P.O.Box 863, Morris, Illinois 60450 (mailing)
Ph. 815-942-8680 Fax 815-941-8620

N

1"=10'



LEGAL DESCRIPTION:

BEGINNING 30 RODS WEST OF THE 20 RODS NORTH OF THE SOUTHEAST CORNER OF THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, RUNNING THENCE NORTH ON A STRAIGHT LINE 9 RODS TO STAKE OR STONE; THENCE WEST 10 RODS; THENCE SOUTH 9 RODS; THENCE EAST 10 RODS TO THE PLACE OF BEGINNING IN THE VILLAGE OF PALATINE, IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS 52 W. COLFAX ST., PALATINE, IL.

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

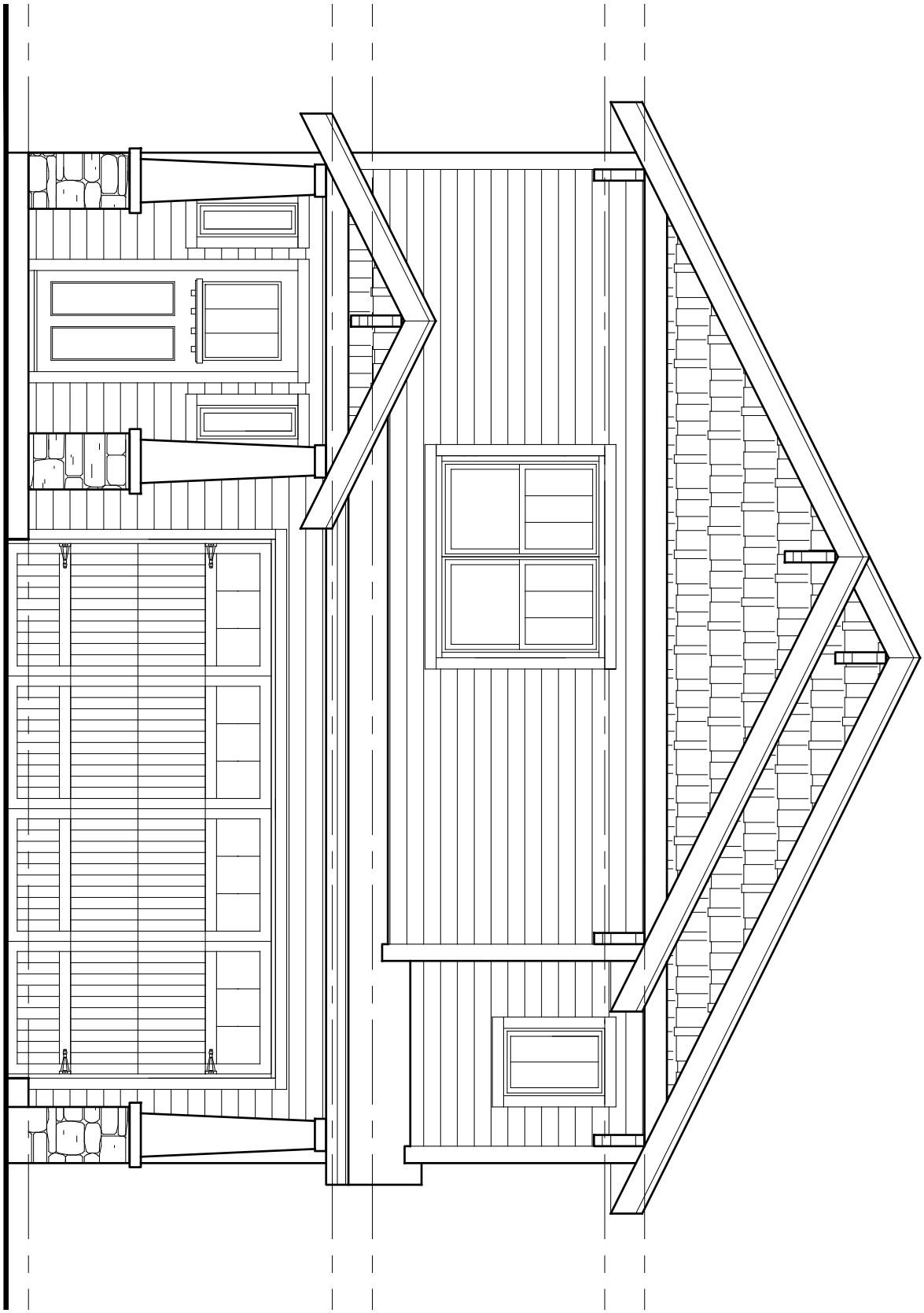
REVISIONS

DRAWN BY:	TJS	JOB NO.	5350
DESIGNED BY:	TJS	SCALE:	1"=10'
CHECKED BY:	TJS	DATE:	12-15-22

PRELIMINARY PLAT OF SUBDIVISION
COLFAX BROCKWAY SUBDIVISION

SHEET NO. 1 OF 1 SHEETS

Attachment: 5350 PRELIMINARY PLAT (52 W. Colfax Street - Preliminary Planned Development 4-lot single-family residential development)



FRONT ELEVATION

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

FRONT ELEVATION

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

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

FRONT ELEVATION

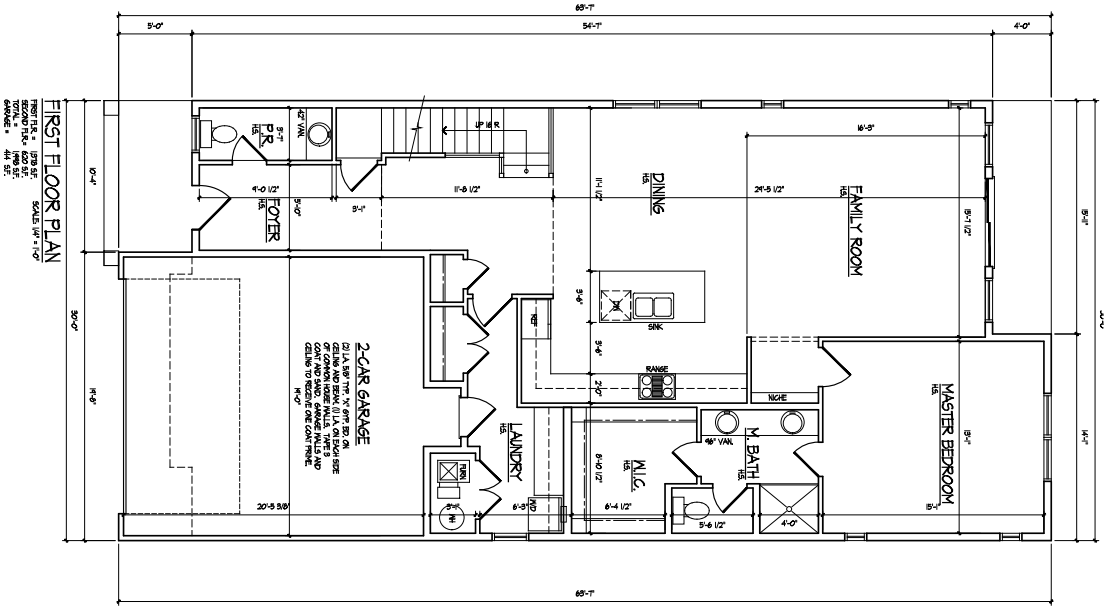
SCALE: 1/4" = 1'-0"

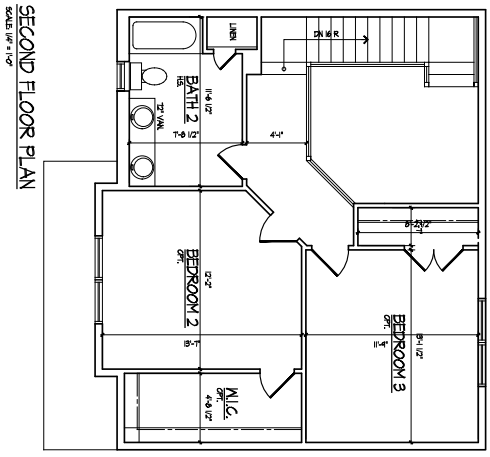
Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

FRONT ELEVATION

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

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)





Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

52 W Colfax

The exterior elevation presentation of the homes is designed with the surrounding historical homes in mind. Colors, rooflines, accents, and materials have all been considered in the designs. This enclave of four homes will fit in very well with the surrounding aesthetics. It is a lower density alternative with a "nod" to the historical buildings in downtown Palatine.

Exterior materials will largely be lap siding with accompanying accents to match. Soffits and fascia will be aluminum. Roofs will be treated with 30yr architectural, asphalt shingles.

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

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) GWR Enterprises, Inc.	**Business Name (If applicable)**
Address 28W726 Indian Knoll Rd., West Chicago, IL 60185	City/State/Zip Code
Telephone 847-209-1214	Fax
Email greg@gwrbuilders.com	
Subject Property Address 52 W Colfax	
AUTHORIZED AGENT (if applicable)	**Business Name (if applicable)**
Address	City/State/Zip Code
Telephone	Fax
Email	

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

Signature _____ Date 1/26/23

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

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): GWR Enterprises, Inc.

2. Authorized Agent of Petitioner (if different):

   Name: _____

   Address: _____

   Telephone No. _____ Business No. _____

   Email: _____

   Relationship to Petitioner: _____

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

4. Address of the property for which this application is being filed:
   52 W Colfax, Palatine, IL 60067

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

6. Current zoning of property: R-2 Size of the property: .4 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.:
   We propose 4 fee simple single family homes. 3 facing Brockway, and 1 facing Colfax. These homes will be 2 story homes and about 2000-2700 sq ft in size. They will be similar in style to the existing neighborhood.

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

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):

We request the 4 lots to be smaller than the r2 zoning in place. 2 sites would be 40x88, 1 site would be 52x88, and 1 would be 43x132. We seek 5' sideyard setbacks for lots 1,2, and 4. Lot 3 would have an interior sideyard setback of 5', and an exterior setback of 17'. Lots 1,2, and 3 would have 15' front yard setbacks. Lot 4 would have a front yard setback of 17'.

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 - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

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: 1/26/23

State of Illinois

County of Cook

This instrument was acknowledged before me on 26 JANUARY, 20 23 by

Michelle M Rose

MICHELLE M ROSE
OFFICIAL SEAL
Notary Public - State of Illinois
My Commission Expires
August 07, 2024

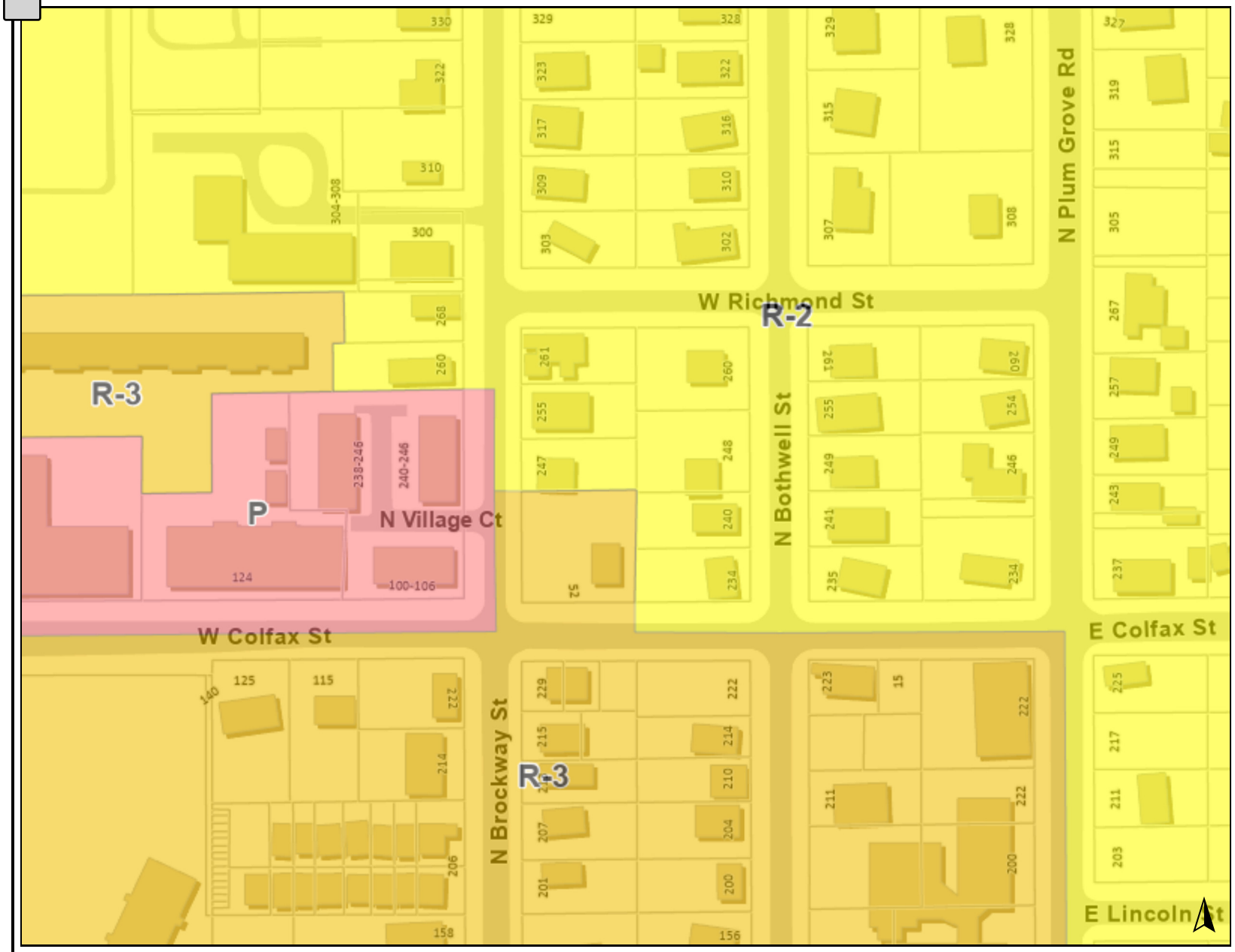
Notary Public

(Seal)

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

GIS Consortium

52 W. Colfax Street - Surrounding Zoning Districts



Legend

Zoning and Development

Zoning

- P: Planned Unit Development
- R-2: Single Family
- R-3: High Density Multi-Family

0 300 600 ft

Print Date: 3/16/2023

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: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

Attachment: Stone Garden Plat of Survey (directly south of the subject property) (52 W. Colfax Street - Prelinminary Planned Development

PLAT OF SUBDIVISION
OF
STONE GARDEN PLANNED DEVELOPMENT

BEING A SUBDIVISION OF PART OF THE EAST HALF OF THE SOUTHEAST QUARTER OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PLAN COMMISSION CERTIFICATE:

Approved by the Plan Commission of the Village of Palatine, Cook County, Illinois, this ___ day of _____, 2015.

Signed: _____
Chairman

Attest _____
Secretary

VILLAGE BOARD CERTIFICATE:

Approved by the Village Council of the Village of Palatine, Cook County, Illinois, this ___ day of _____, 2015.

Signed: _____
Mayor

Attest _____
Village Clerk

VILLAGE ENGINEER CERTIFICATE:

State of Illinois)
County of Cook) S.S.

This plat has been checked for conformance to the Village of Palatine standards and requirements, and working drawings and specifications for improvements have been prepared in conformance with the Village standards and requirements, and engineering fees due to the Village of Palatine have been paid.

Dated this ___ day of _____, A.D., 2015.

Signed: _____
Village Engineer

VILLAGE COLLECTOR CERTIFICATE:

I do hereby certify that there are no deferred special assessments or unpaid current assessments due against the land included in the above plat.

Dated this ___ day of _____, A.D., 2015.

By: _____
Village Collector

SURFACE WATER DRAINAGE CERTIFICATE:

State of Illinois)
County of Cook) S.S.

We hereby certify to the best of our knowledge and belief that adequate provisions have been made for the diversion and detention of surface waters into public areas or drains within the rights of the subdivider and that such surface waters will not be deposited on adjacent land owners property in such concentration as may cause damage by erosion or sedimentation to such property because of construction of the subdivision.

By: _____ Dated: _____
Owner

By: _____ Dated _____
Illinois Professional Engineer

PERMISSION TO RECORD:

STATE OF ILLINOIS) SS
COUNTY OF DU PAGE)

I, Kevin C. Lewis, an Illinois Registered Land Surveyor, do hereby grant permission to _____ to record this plat and provide surveyor a copy of same.

Dated at Wheeling, Illinois, this ___ day of _____, 2015.

_____
Illinois Registered Surveyor
Registration Number 3681
My license expires 11/30/2016

OWNER'S CERTIFICATE:

State of Illinois)
County of Cook) S.S.

This is to certify that BROCKWAY NORTH L.L.C. is the owner of the property described hereon and that it has caused the said property to be surveyed and subdivided as shown hereon, for the uses and purposes therein set forth, and does hereby acknowledge and adopt the same under the title hereon indicated.

School Districts: Community Consolidated School District No. 15 High School District No. 211

Dated this ___ day of _____, A.D., 2015.

_____ _____
Gary Wronkiewicz Title

NOTARY CERTIFICATE:

State of Illinois)
County of Cook) S.S.

I, a notary public in and for said county in the state aforesaid, do hereby certify that Gary Wronkiewicz is personally known to me to be the same person whose name is subscribed to the foregoing instrument as agent of such owner, appeared before me this day in person and acknowledged that he signed and delivered said instrument of his own free and voluntary act and as the free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notorial seal this ___ day of _____, A.D., 2015.

_____
Notary Public
My commission expires on _____

MORTGAGOR'S CERTIFICATE:

State of _____)
County of _____) S.S.

This is to certify that _____ hereby consents to the plat shown hereon for the uses and purposes therein set forth, and does hereby acknowledge and adopt the same under the title hereon indicated.
Dated this ___ day of _____, A.D., 2015.

By: Title_____

Attest :Title_____

NOTARY CERTIFICATE:

I, a notary public in and for said county in the state aforesaid, do hereby certify that _____ and _____ of _____ are personally known to me to be the same persons whose names are subscribed to the foregoing instrument such officers, appeared before me this day in person and acknowledged that they signed and delivered said instrument of their own free and voluntary act and as the free and voluntary act of said corporation for the uses and purposes therein set forth, and that the said _____ did also then and there acknowledge that he/she, as custodian of the corporate seal of said corporation, did affix said seal to said instrument as his/her own free and voluntary act and as the free and voluntary act of said corporation, for the uses and purposes therein set forth.

Given under my hand and notorial seal this ___ day of _____, A.D., 2015.

_____
Notary Public
My commission expires on _____

EASEMENT PROVISIONS:

Whenever the words "public utilities" or "public utilities easement" shall appear on this plat, the Village of Palatine, a municipal corporation, Cook County, Illinois, and its successors or assigns, jointly and severally shall hold a perpetual easement under, over and across the surface of the property shown within the lines on the plat marked as such for the installation, construction, use, repair and maintenance of all public utility equipment, including but not limited to, facilities used in connection with the transmission and distribution of electricity and sounds and signals, water and sewage mains and piping, the right to cut, trim or remove trees, bushes and roots, as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. Obstructions shall not be placed over grantees facilities or in, upon or over the property within the lines marked "easement" without the prior written consent of the grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered in a manner so as to unreasonably interfere with the proper operation and maintenance thereof.

EASEMENT PROVISIONS:

An easement for serving the subdivision and other property with electrical and communications services, gas, cable television, storm water drainage and sanitary sewers is hereby reserved for and granted to:

Commonwealth Edison Company
and
Ameritech
and
Northern Illinois Gas Company
and
Any Cable Communications Firm or Company Granted
a Cable Communications Franchise by the Village of Palatine
and
The Village of Palatine, Grantees

their respective successors and assigns, jointly and severally, for the placement, installation, use, operation, maintenance, repair, relocation, replacement and removal of watermains, storm sewers, sanitary sewers, drainage ditches and swales, retention ponds, gas mains, electrical lines, telephone lines, facilities used in connection with underground transmission and distribution of electricity and sounds and signals, including but not limited to television, data and radio signals, together with all braces, guys, anchors, manholes, valves and all other equipment and appurtenances necessary in connection upon and under the subdivision in, under, across, along and upon the surface of the property shown within the dashed lines on the plat and marked Public Utility Easement, and the property designated on the plat for streets and alleys, whether public or private, together with the right to install required service connections over or under the surface of each lot to serve improvements thereon or on adjacent lots, the right to cut, trim, or remove trees, bushes and roots as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposed. Obstructions shall not be placed over the grantees facilities or in, upon or over the property within the dashed lines marked Public Utility Easement without the prior written consent of grantees, except garden, shrubs and bushes aping may be placed over any sub surface facilities that do not unreasonably interfere with the safety, usefulness of unreasonably restrict to, or prevent the prompt maintenance of repair of any such sub surface facilities. After installation of any such facilities, the grade of the subdivided property shall not be altered in a manner so as to interfere with the proper operation and maintenance thereof.

Relocation of facilities will be done by Grantees at cost of Grantor/Lot Owner, upon written request. The granting of the foregoing easement confers no obligation on the Village of Palatine to maintain, repair, replace, relocate or remove any of the foregoing utilities. The easement provision is subject to the terms and conditions of the Declaration of Covenants and Restrictions recorded herewith as Document Number _____.

SURVEYOR'S CERTIFICATE:

STATE OF ILLINOIS) SS
COUNTY OF DU PAGE)

This is to certify that I, Kevin C. Lewis, an Illinois Registered Land Surveyor, have surveyed the property in the caption below and that I have subdivided the same in the manner indicated on the hereon drawn plat.

PARCEL ONE: THE WEST 1/2 OF LOT 1 IN BLOCK "W" IN ASSESSOR DIVISION OF PALATINE, A SUBDIVISION IN SECTIONS 14, 15, 22 AND 23, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL TWO: THE NORTH 50 FEET OF THE WEST 132 FEET OF LOT 2 IN BLOCK "W" IN ASSESSOR DIVISION OF PALATINE, A SUBDIVISION IN SECTIONS 14, 15, 22 AND 23, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

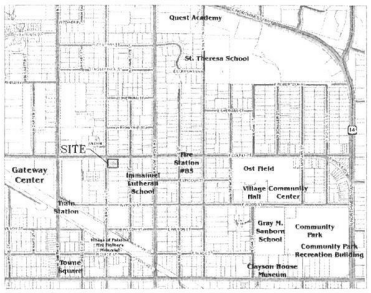
Monuments shown hereon exist as located and all lot corners monumented or to be monumented are noted on the face of this plat, which is a correct representation of said survey and subdivision. Dimensions are in feet and decimal parts thereof, corrected to 62 degrees F. temperature.

I also certify that by graphic plotting only, this property is in Zone "X" of the Flood Insurance Rate Map, Community No. 175170, Map Number 17031C-0181-J, which page bears an effective date of August 19, 2008, and is not in a special flood hazard area.

Dated at Wheeling, Illinois, this ___ day of _____, 2015.

_____
Illinois Registered Surveyor
Registration Number 3681
My license expires 11/30/2016

LOCATION MAP:
NOT TO SCALE



SEND NEXT TAX BILL TO:
GARY WRONKIEWICZ
BROCKWAY NORTH L.L.C.
P.O. BOX 878
PALATINE, IL 60078
(847) 963-9100

REVISED: 05/11/2015
REVISED: 04/13/2015
DATE PREPARED: 03/20/2015

5/8" IRON RODS SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED HEREON. INTERIOR CORNER MONUMENTATION TO BE SET WITHIN 12 MONTHS AFTER THE RECORDING DATE OF THIS PLAT.

(R) AND (M) DENOTE MEASURED AND RECORD DISTANCES RESPECTIVELY.

ALL DISTANCES IN FEET AND DECIMAL PARTS THEREOF.
NO DIMENSIONS TO BE ASSUMED FROM SCALING.

COMPARE YOUR DESCRIPTION AND SITE MARKINGS WITH THIS PLAT AND AT ONCE REPORT ANY DISCREPANCIES WHICH YOU MAY FIND.

REFER TO TITLE REPORT FOR ANY EASEMENTS, COVENANTS OR RESTRICTIONS THAT MAY EXIST BUT ARE NOT SHOWN HEREON.

PAGE 2 OF 2

PROJECT NUMBER 15220

PLAT OF SUBDIVISION
STONE GARDEN PLANNED DEVELOPMENT
W. COLFAX ST. & BROCKWAY ST.
PALATINE, ILLINOIS

COPYRIGHT AS DATED © IG CONSULTING, INC.

G:\IG\YS\15220\Survey\15220201.dwg

IG CONSULTING, INC.
INFRACON & GEOCON
CONSULTING CIVIL ENGINEERS & LAND SURVEYORS
300 MARQUARDT DRIVE WHEELING, ILLINOIS 60090 PH. (847) 215-1133 | FAX (847) 215-1177
e-mail: ig@igconsulting.net

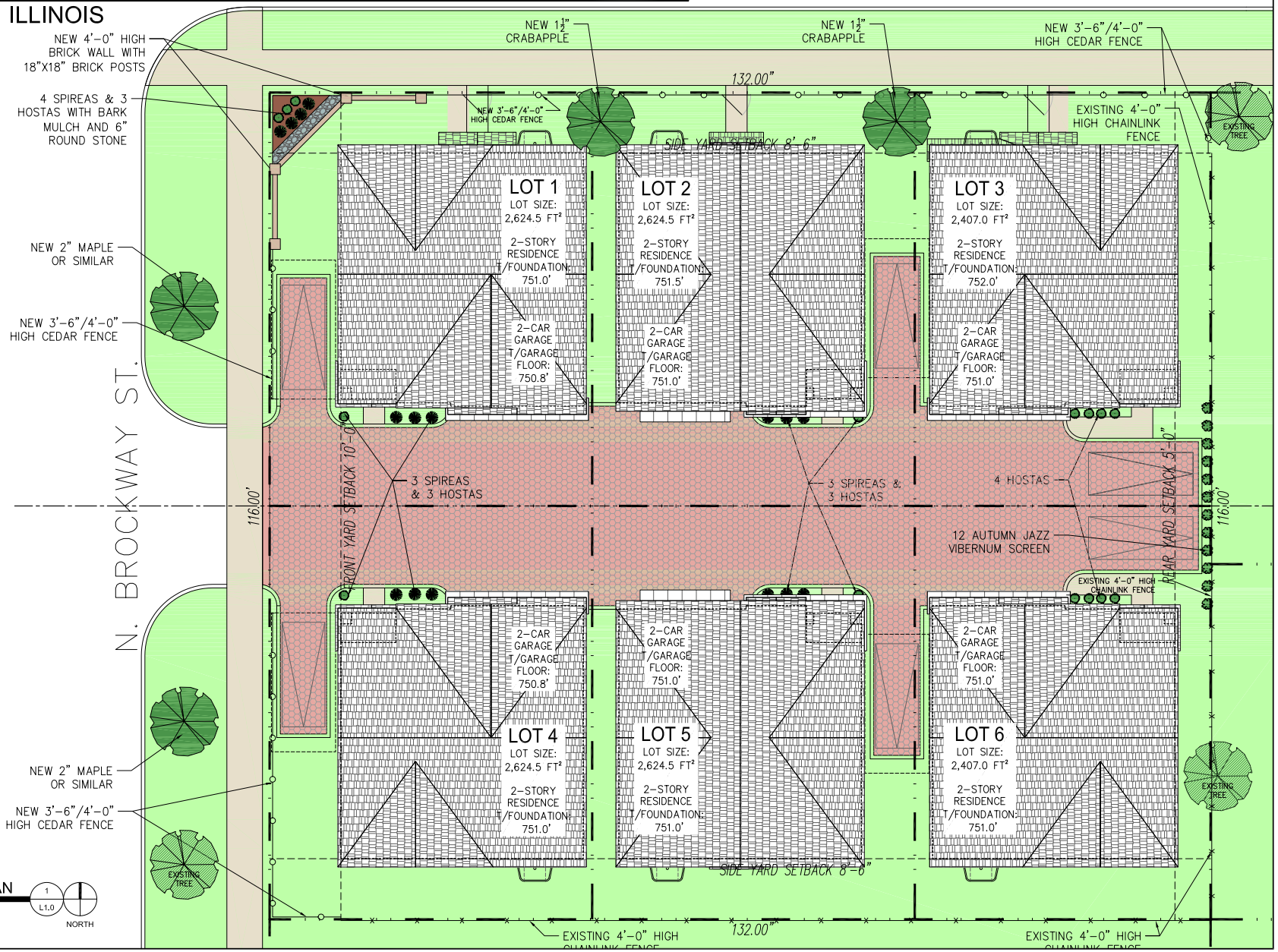
PREPARED FOR:	BROCKWAY NORTH, LLC	SCALE: 1" = 10'
FIELD CREW: BJ.	FIELD WORK: 03/12/2015	DRAFTED BY: J.H.
	FIRM NO. 184-001330	CHECKED BY:

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

Attachment: Stone Garden site plan (directly south of the Subject Property) (52 W. Colfax Street - Preliminary Planned Development 4-lot single-family residential development)

N. BROCKWAY ST. & W. COLFAX ST., 6 SINGLE FAMILY RESIDENCES

PALATINE, ILLINOIS



LANDSCAPE PLAN

SCALE: 1:75

0' 5' 10' 20'

NORTH

GROUP A ARCHITECTURE
A Professional Corporation
1100 Landmeier Rd. Suite 202
Elk Grove Village, IL 60007
Phone: 847.952.1100
Fax: 847.952.1158
Web: www.groupaarch.com

PROJECT

STONE GARDEN
PALATINE, ILLINOIS 60067

DRAWING USE
PERMIT

SIGNATURE AND SEAL

NO.	ISSUED FOR	DATE
1	REVIEW	01.06.2015
2	REVIEW	01.16.2015
3	REVIEW	03.02.2015
4	REVIEW	03.04.2015
5	REVIEW	04.07.2015
6	REVIEW	04.12.2015
7	PERMIT	04.13.2015

COPYRIGHT 2015
THESE DOCUMENTS AND THEIR CONTENTS ARE THE SOLE PROPERTY OF GROUP A ARCHITECTURE, INC. AND ARE ISSUED ONLY FOR THE SPECIFIC PROJECT NOTED. ANY REPRODUCTION, REVISION, OR SPECIFICATION OF THESE DOCUMENTS WITHOUT EXPRESSED WRITTEN CONSENT OF GROUP A ARCHITECTURE, INC. IS PROHIBITED BY LAW.

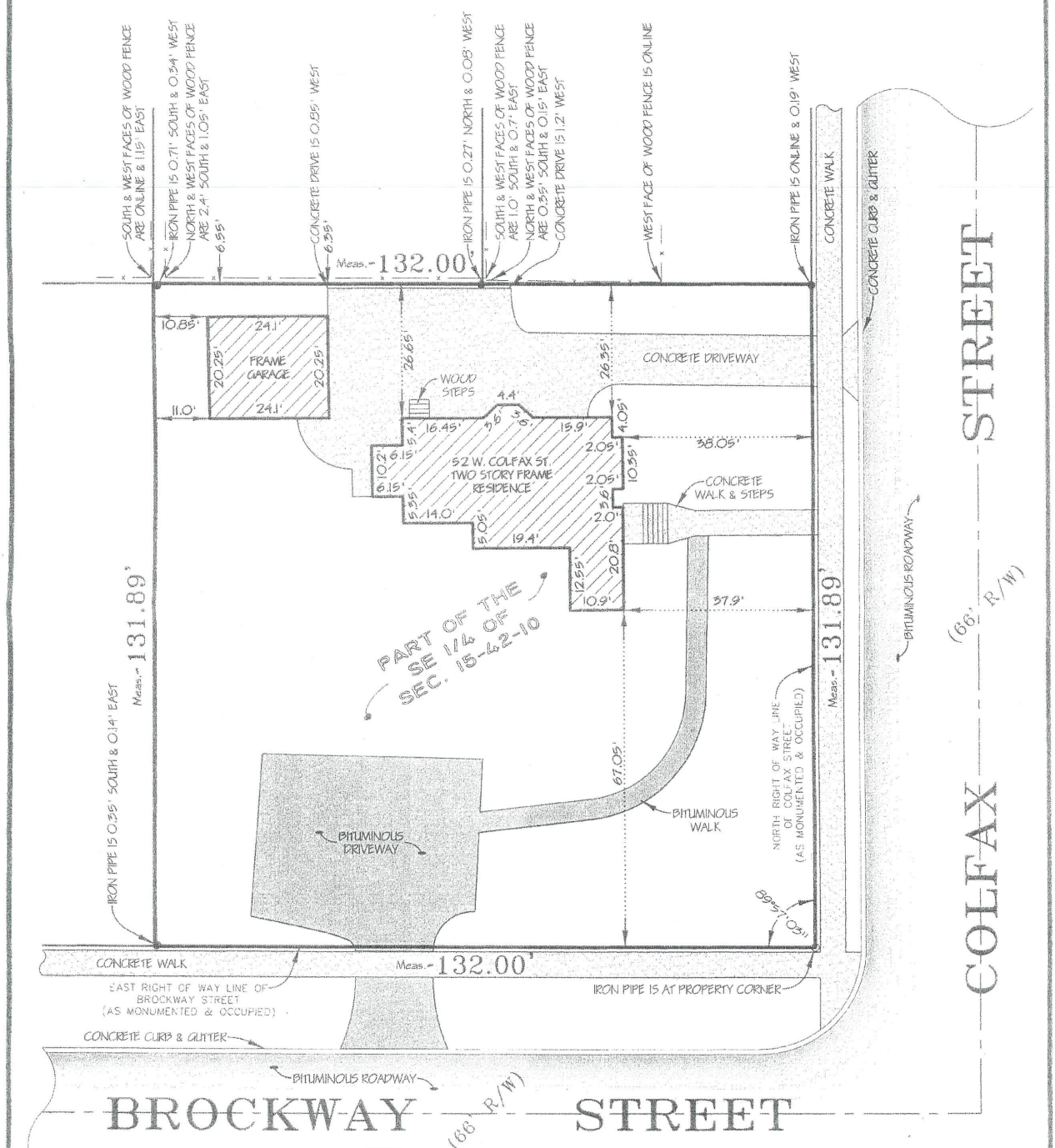
DRAWN BY: D.V.
CHECKED BY: R.K.
APPROVED BY: R.K.
JOB NUMBER: 13.045
DRAWING TITLE: LANDSCAPE PLAN
DRAWING NUMBER: L1.0

PLAT OF SURVEY

SURVEY LEGEND
- Monumentation Found
- Monumentation Set (IRLS 35-2551)
- (50') Record Dimension
- Fence Line

BEGINNING 30 RODS WEST OF THE 20 RODS NORTH OF THE SOUTHEAST CORNER OF THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, RUNNING THENCE NORTH ON A STRAIGHT LINE 9 RODS TO STAKE OR STONE; THENCE WEST 10 RODS; THENCE SOUTH 9 RODS; THENCE EAST 10 RODS TO THE PLACE OF BEGINNING IN THE VILLAGE OF PALATINE, IN COOK COUNTY, ILLINOIS.

AREA OF SITE = 17,409 SQ.FT.



ALLEN D. CARRADUS 35-2551 PROFESSIONAL LAND SURVEYOR STATE OF ILLINOIS WHEATON, ILLINOIS

CARRADUS

NOTES
1. All distances shown hereon are in feet and decimal parts thereof corrected to 68° f. Distances shown along curved lines are Arc Measurements unless otherwise noted.
2. Compare the Legal Description, Building Lines, and Easements as shown hereon with your Deed, Title Insurance Policy or Title Commitment.
3. Consult local authorities for additional setbacks and restrictions not shown hereon.
4. Compare all survey points and report any discrepancies immediately.
5. Consult utility companies and municipalities prior to the start of any construction.
6. Dimensions to and along buildings are exterior foundation measurements.
7. Do Not Assume distances from scaled measurements made hereon.

STATE OF ILLINOIS) SS
COUNTY OF DU PAGE)

THIS IS TO CERTIFY THAT I, ALLEN D. CARRADUS, A PROFESSIONAL LAND SURVEYOR, LICENSED IN THE STATE OF ILLINOIS, HAVE SURVEYED THE PROPERTY AS DESCRIBED HEREON AND THAT THE ANNEXED PLAT IS A CORRECT AND TRUE REPRESENTATION THEREOF, AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

SIGNED AND SEALED AT CAROL STREAM, ILLINOIS THIS 30th DAY OF August A.D. 2022

BY Allen D. Carradus ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-2551. MY LICENSE EXPIRES NOVEMBER 30, 2022.

CARRADUS LAND SURVEY, INC.
Residential & Commercial Land Surveying Services
191 S. Gary Avenue, Suite 180, Carol Stream, Illinois, 60188
(630) 588-0416 (Fax) 653-7682 carradus_survey@yahoo.com

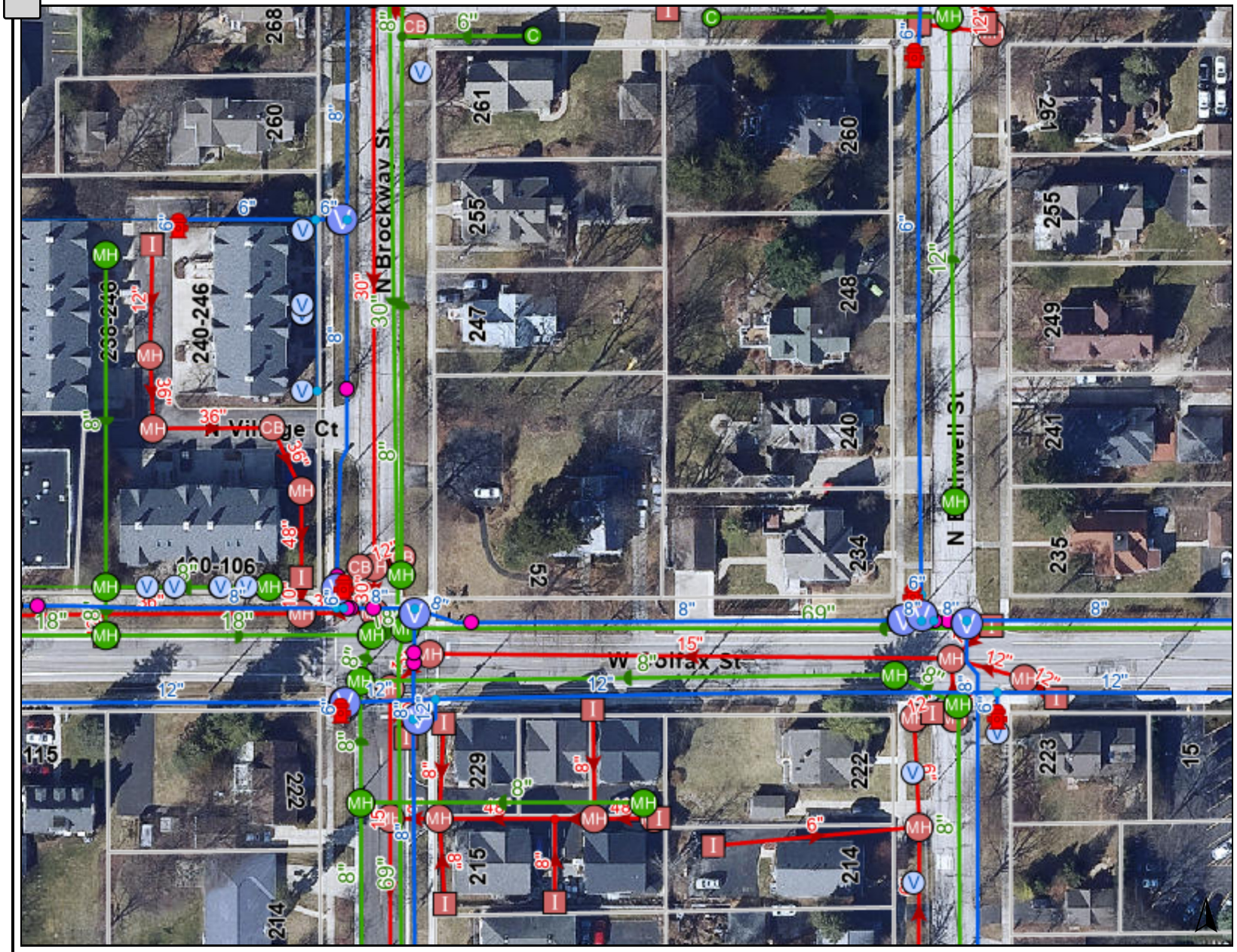
PREPARED FOR: LAW OFFICES OF JOHN R. HUBENY

DRAWN BY:	DATE OF FIELD WORK:	SCALE:	FIELD BK. - PAGE
CMC	08/30/22	1" = 20'	424-37

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

GIS Consortium

52 W. Colfax Street - Utility map



Legend

Water Utilities

- Hydrant
- Water Fitting
- Water Valve
  - Open
- Water Service Valve
  - Open
- Water Main Break
- Water Lateral
  - Active
- Water Main
  - Active

Sanitary Utilities

- Sanitary Manhole
- Sanitary Fitting
- Sanitary Cleanout
- Sanitary Lateral
  - Active
- Sanitary Main
  - Active

Storm Utilities

- Storm Catch Basin
- Storm Inlet

0 150 300 ft

Print Date: 3/16/2023

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.

dh marketplace

PUBLIC NOTICE A Public Hearing...

Posted 5 hours ago

PUBLIC NOTICE A Public Hearing will be held before the Village of Palatine Plan Commission on Tuesday, March 21, 2023 at 7 PM, in the Village Council Chambers in the Palatine Village Hall, 200 E. Wood Street, relative to a request for the following: Preliminary Planned Development to allow a 4-lot single-family residential development. The property is commonly known as 52 W. Colfax Street. The Petitioner is applying for a Preliminary Planned Development to allow for the development of 4 new single-family homes. The above petition has been filed by Greg Rose, GWR Enterprises, INC. and is available for examination in the office of the Village Clerk, 200 E. Wood Street. FILE #: PPD-000001-2023 VILLAGE OF PALATINE Dennis Dwyer, Chair Palatine Plan Commission DATED: This 6th day of March 2023 Published in Daily Herald March 6, 2023 (4596309) , posted 03/06/2023

Attachment: Plan Commission materials - including the Public Notice (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

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 ● MARCH 21, 2023

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	
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 - Mar 7, 2023 7:00 PM **- Accepted as Amended**

RESULT:	**ACCEPTED AS AMENDED [UNANIMOUS]**
MOVER:	Patrick Noonan, Plan Commissioner
SECONDER:	Eric Friedman, Plan Commissioner
AYES:	Dwyer, Noonan, Friedman, Bettenhausen, Kolososki, Fedota

Attachment: Plan Commission minutes - March 21, 2023 (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

III. PUBLIC HEARINGS

A. Case Staff Statements

1. 52 W. Colfax Street **- Recommend to Deny**

   File # PPD-000001-2023 - 47 N Bothwell St.

   Chairman Dwyer read the notice of public hearing that was published in the Daily Herald on March 6th, 2023 and mailed to the owners of the surrounding properties.

   The following petitioner's exhibits were introduced:

1. 5350 Preliminary Elevation
2. 5350 Preliminary Plat
3. Proposed Floorplans & Elevations
4. 52 W Colfax - Development Narrative & Description
5. PPD Application - Submittal Docs 01/26/23
6. Current Zoning Map
7. Stone Garden Plat of Survey - south of subdivision
8. Stone Garden Site Plan - directly south of the subject
9. Plat of Survey - 52 W Colfax
10. Current Utility Map
11. Daily Herald Public Notice
12. Color Elevations
13. Objection Email - Bell
14. Objection Email - Logan
15. Objection Email - Herm
16. Objection Email - Fisher

Sworn in Staff: Ben Vyverberg

Sworn in Petitioner: Greg Rose - GWR Enterprises, Inc. - 47 N Bothwell St., Palatine, IL & Tim Spies of Spies & Associates - 534 W Campus Dr., Arlington Heights, IL

Mr. Rose explains that the property at 52 W Colfax Street is dilapidated. The existing property is 132 X 132 in dimension. He is proposing (4) modest single family homes; three that would face Brockway Street and one that would face Colfax Street. The sizes would range from 2000 to 2800 square feet. He states the homes design would be smaller and acknowledge the aesthetic look and feel of the surrounding neighborhood. Exterior materials would be natural looking, not vinyl and would blend with the existing area.

Attachment: Plan Commission minutes - March 21, 2023 (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

The new modest homes are modest, but will not be boxy. Renovating the existing residence may appear to be desirable but it's not salvageable from a financial aspect. He states that it's an interesting home but it's beyond repair. He explains that the property is larger than the property to the south and requests support of this project. Mr. Rose presents elevations of the proposed properties. He states he grew up in Palatine and has built 80 homes in the Village. He is vested in the area and is working on something appropriate for the downtown area.

Mr. Kolososki asks if the Petitioner would considered (2) houses on the property.
Mr. Rose states they would not. He believes the homes proposed fit well with the downtown area and the Village's vision. He states that another consideration would be townhomes but that would make it less desirable than his proposed plan.

Mr. Friedman questions the elevations and asks if there will be any other presentation than entry door/garage, entry door/garage at the street level.
Mr. Rose states garages are set back and it becomes a challenge when the homes are 30' Wide.

Mr. Bettenhausen asks about the storm water retention.
Mr. Spies anticipates 48" storm sewers that would be installed behind lots 1 thru 3 and discharge would be at Brockway. It would be reviewed in Final Engineering.
Mr. Bettenhausen expressed concern about the close proximity of the storm sewer to the house along the north side of Lot 1 and asked if there is enough room to access the sewer for maintenance and repairs. Could the storm sewer be relocated between the houses of Lots 1&2 or 2&3? Mr. Spies responded that he believes there is enough room along Lot 1 but will review other alternatives.

Mr. Kolososki asked if there will be windows on the side elevations of the homes.
Mr. Rose states there would be.

Mr. Fedota asks about the 2nd floor egress plan with the slider door in the back. He state that the 5' setback on either side of houses is proposed and limits the space. This doesn't allow exposure at the rear of house or use of the backdoor.

Mr. Kolososki states there is no reason to use the back door. There is nowhere to go.
Mr. Bettenhausen also states there is nowhere to go.
Mr. Rose states a paver patio would be an option off the slider door and could be comfortable in a small area.

Staff Statement:

Attachment: Plan Commission minutes - March 21, 2023 (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

Mr. Vyverberg states the subject property was previously operated as a chiropractic office and personal residence. He presents photos of surrounding properties, with a view of the surrounding are. He explains the Zoning in the area and states the subject lot is currently zoned as R-3. Under the current proposed development, 3 lots would have driveway access to Colfax Street and one lot to Brockway street with a 2-car garage and driveway parking available. He states the lots provide comparable setbacks in the area.
He states the surrounding neighborhood is completely developed, with all of the required infrastructure and utilities available. The Village Code would require both volume control and storm water detention for this property and parkway trees would need to be installed.

Mr. Dwyer reads into record and summarizes opposing emails that have been received. They state that they have lived in the area for many years and it has many historic homes. The proposed plan is inconsistent with the character of the neighborhood and request the petition be denied.

Resident: Mr. Doug Wickley
242 N Brockway St
States his concern regarding drainage, aesthetics & driveway access.

Mr. Tom Hargove
260 N Brockway St
States he's been in Palatine since 1985. He acknowledged that the existing house is not salvageable. He has concerns regarding the driveways and states the side setbacks are so small that the fire department could probably not pitch a ladder there. He also is concerned with the removal of the mature trees. He believes the proposed plan is too dense of a development. He also states his concern regarding the storm water.

Mr. Dwyer states that the water would not run off any faster than it does right now.
Mr. Hargrove states it currently collects now and it doesn't run into the storm water.

Mr. Vyverberg states there needs to be additional details reviewed and would be addressed by engineering prior to final plan review.

Mr. Hargrove states it is just too much house on too small of a lot.

Mr. Nathan Eder
234 N Plum Grove Rd
States he is there to acknowledge that another historic home will be torn down in Palatine. He shares some history of the home and states the home was built in 1890 and is a piece of Palatine history. He'd like the village to

Attachment: Plan Commission minutes - March 21, 2023 (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

consider the vision for the downtown area. Demolishing the historic buildings on larger lots to make way for new builds with minimal setbacks, and removing the large established trees that contribute to the neighborhood's character and eco system could change the downtown landscape and would cease to exist forever. History is important to Palatine's downtown future. He requests to keep the vision of the unique, charming downtown Palatine in consideration while deciding the future of this property.

STAFF RECOMMENDATION:

This area of the Village maintains varying land uses (attached multi-family, single-family homes, non-conforming duplexes, detached single-family with a shared central drive, condominiums, and apartment uses). While the Future Land Use envisioned a continued medical office use, Staff believes the proposed is a compatible land use and site plan to incorporate into the area. By utilizing the existing street system and providing direct driveway access for each lot, the existing single-family land use patterns will continue for this property. And, the proposed front yard and corner side yard setbacks align with the surrounding properties. Although the rear yard setbacks are narrower that the Code may require, Lot 4 provides a 50-foot setback and works to comparably with the surrounding setbacks to the east. The proposed elevations and materials should also align with the existing elevations in the neighborhood. 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. The final separation of the dwellings shall comply with the IRC R-302, in a manner acceptable to the Director of Fire Prevention.**
5. **The Final Engineering Plans shall be submitted and revised in a manner acceptable to the Village Engineer and shall include both volume control and stormwater detention.**
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**

Attachment: Plan Commission minutes - March 21, 2023 (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

manner acceptable to the Village Engineer.

8. **A Planned Development Letter of Credit in the amount of $40,000 - ($10,000/unit, per Article 14 of the Zoning Ordinance) shall be submitted in a manner acceptable to the Director of Planning and Zoning.**
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. Dwyer asks for clarification on condition #9 - final plat of subdivision will be required.
Mr. Vyverberg clarifies.

Mr. Dwyer asks Mr. Rose if he accepts the conditions.
Mr. Rose states they do accept the conditions.

Mr. Richard Riva
210 N Bothwell Street
States he prefers to see 3 houses on the property and have driveway access to the rear.
Mr. Noonan made a motion to close the public hearing. 2nd by Mr. Friedman.

Discussion:
Mr. Kolososki states that access for fire trucks is difficult to maneuver, even with sprinkler systems and 1 hour walls.
Mr. Dwyer states there are similar small homes on Colfax and sprinkler systems and smoke detectors are only good if maintained. He states the proposal is compatible to properties to south and west but not to the north and east. He feels this is not the place for this proposed development. It is too dense for this property.
Mr. Friedman states the zoning for this property could have a multi-family usage as it is zoned now.
Mr. Fedota states underlying zoning at Plum Grove and Colfax is also zoned R2 as well.
Mr. Vyverberg states it may have been used as an office use at one time.
Mr. Dwyer states comprehensive plan shows what is there now or what is desired.
Mr. Noonan states he is sad to see a historic house leave but acknowledges it

Attachment: Plan Commission minutes - March 21, 2023 (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

is beyond repair. He feels that the proposed plan is too much for the property.
Mr. Fedota states that parking is lost on the east side of Brockway. Maximum 1 car length on driveway and no parking on the street.
Mr. Kolososki also feels the plan is too much for this lot.
Mr. Friedman believes that even changing the plan from 4 homes to 3 would still present 3 skinny deep lots.
Mr. Noonan states that with 2 or 3 homes there might be a chance that the trees could be saved.
Mr. Fedota states 2 homes would fit more with the character of the downtown area. He also states that the finish might be different but the doors and garages do not fit the monotony code.

Mr. Noonan made a motion to accept Case #PPD-000001-2023; seconded by Mr. Kolososki - Vote to accept was unanimously denied by a vote of 6-0.
Mr. Dwyer summarized the vote to recommend denial was unanimously accepted by a vote of 6-0. This will tentatively go to Village council on Monday 4/10/23.

RESULT:	**RECOMMEND TO DENY [UNANIMOUS]**
MOVER:	Patrick Noonan, Plan Commissioner
SECONDER:	Robert Kolososki, Plan Commissioner
AYES:	Dwyer, Noonan, Friedman, Bettenhausen, Kolososki, Fedota

Attachment: Plan Commission minutes - March 21, 2023 (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

IV. COMMUNICATIONS

Communication:

Mr. Vyverberg states there will be a Plan commission meeting on April 4th, 2023.

He confirms that Village Council approved the Amendment to the Zoning Ordinance to combine the two boards was approved. The 1st combined meeting of ZBA and Plan Commission will be 5/2/23. Meetings will be scheduled for the 2nd & 4th Tuesdays of the month.

He provides and update on the 780 W Dundee project and states the Village Council approved the development. He also provided clarification provided by the Fire Marshall regarding street parking for this project.

V. ADJOURNMENT

Attachment: Plan Commission minutes - March 21, 2023 (52 W. Colfax Street - Prelim PD - 4-lot SF Res)

Video Gaming Discussion

BACKGROUND:
The Village Council adopted amendments to the Code of Ordinances on April 11, 2022 which established the Class VG Video Gaming liquor license and the operating requirements for the license. Subsequently, the Village Council issued 11 VG liquor licenses. All 11 establishments also were required to apply to the State of Illinois for a gaming license.

The Code of Ordinances related to the Class VG license is set to terminate on June 30, 2024, unless the Village Council takes further action.

KEY ISSUES:
The first two establishments commenced video gaming in August 2022. Over the next six months, the other nine establishments received their state approvals and commenced operations with the final two starting in February. On September 6, 2022 the Village Council approved a moratorium on the creation and issuance of any additional Class VG licenses so that staff could continue to work on the opening of the existing establishments and assess operations once all were open. This moratorium was extended through the end of April to allow for this evening's discussion.

The implementation has gone smoothly, and all establishments have cooperated with the Village in complying with all aspects of the Code of Ordinances. No complaints have been received. There are several small changes to the Alcoholic Beverages chapter of the Code of Ordinances based upon initial observations. Specifically, there is a need to adjust the language related to obstruction of views from the windows of the establishment. The modifications would allow the Village Manager to work with the establishments on a plan that generally restricts the view from the outside of the gaming terminals (as required in the Class VG section) while still allowing an ability to see into the establishment from the outside as required by the liquor code.

Additionally, the Village Council should now address the status of the moratorium. There are four options identified by staff:

- Continue moratorium until some yet to be determined date;
- End moratorium and allow establishments to again apply for Class VG licenses;
- Establish new parameters for Class VG licensees;
- Create no additional licenses until the end of the two-year trial period.

Based upon the current operations and number of already approved establishments, staff would recommend the Council consider the last option.

Should the Council want to consider new parameters, staff would recommend having a requirement of all future applicants that a minimum of 50% of their revenues comes from the sale of alcoholic beverages. This would ensure that the establishments with video gaming are more of the "bar" type establishments as compared to traditional restaurants.

Another option is to just hold with the current 11 licensees until the Council evaluates whether to continue the VG license. This discussion on continuing the VG license is

anticipated to take place in March, 2024. There is absolutely no legal requirement to issue additional licenses as this is completely discretionary.

Additionally, the Village Council indicated that they wanted to understand how the proceeds received by the licensees were being reinvested into the establishments. That is information staff will be seeking from the license holders in preparation for the discussion next March.

ALTERNATIVES:
1. Accept report back and provide direction as to the issuance of future licenses.
2. Seek additional information from staff and/or license holders

RECOMMENDATION:
Staff recommends the Village Council direct staff to prepare necessary amendments to Chapter 3 related to exterior screening. Additionally, staff recommends either Council direction to accept no new licenses or prepare a code amendment restricting license applicants to at least 50% alcohol sales.

ACTION REQUIRED:
Action and direction is at the discretion of the Village Council.

Consider a Resolution Approving a Collective Bargaining Agreement Between the Village of Palatine, Illinois and the Palatine Fraternal Order of Police, Labor Council, Lodge No. 158

BACKGROUND:
Palatine Fraternal Order of Police, Labor Council, Lodge No. 158 provides union representation for Palatine's represented Police Department employees. The previous contract expired on December 31, 2022.

KEY ISSUES:
The proposed Collective Bargaining Agreement will result in a three-year contract, expiring on December 31, 2025. The proposed contract includes language changes regarding probationary period, uniforms, travel to training, and other general matters. Agreed-upon wage increases for the unit are as follows: 3.5% in 2023 retroactive to January 1, 2023; 3.25% in 2024 (applicable to steps 2 through 8); and 2.75% in 2025 with a mid-year true-up The mid-year true up is intended to preserve the Village's ranking in the middle of the third and fourth position of the comparable communities.

In addition to the wage increases, a modification was made to the steps: a New Hire Step was created for all new employees not hired through the Lateral Transfer List. The new hire step is 95% of Step 1. Upon graduation from the police training academy, the employee will advance from the New Hire Step to Step 1 of the Salary Schedule.

Other changes include:

Court Time - When officers have the option to make an off-duty court appearance via electronic media, they will be compensated two hours (previously three hours). In-person attendance and required attendance via electronic media will be compensated at three hours.

Vacation Time - The new vacation benefit re-aligns the Village with comparable communities. Additional days will have no economic impact as time will be scheduled without incurring overtime. Officers hired prior to 2019 will also receive a one-time deposit of vacation to create parity in recognition of the new benefit.

Advance Notice Incentive - Recognize an officer who provides advance notice of separation with limited cash value of unused sick leave into a Retiree Health Savings Plan if the officer provides six months of advance notice. This incentive allows for anticipatory hiring and the advanced scheduling of Police Academy training to minimize the impact of staffing shortages on the street and the overtime related expenses due to short staffing. This is a pilot program for the contract period. Additionally, increase the current 20% buyback percentage by an additional 10% if the officer has used an average of four sick days or less per year, over their entire career. Sick days bought back at year's end or donated to others would not be included in the calculation.

Members of the FOP Lodge No. 158 approved the terms of the contract this past week.

BUDGET IMPACT:

2023 wages are accounted for within the existing budget. 2024 and 2025 wages are consistent with the Village's financial planning models.

RECOMMENDATION:
Staff recommends approval of a resolution authorizing the proposed Collective Bargaining Agreement with the Palatine Fraternal Order of Police, Labor Council, Lodge No. 158.

ACTION REQUIRED:
Motion to adopt a resolution approving the collective bargaining agreement between the Village of Palatine and Palatine Fraternal Order of Police, Labor Council, Lodge No. 158 and authorizing the Mayor and Village Clerk to sign the agreement.

ATTACHMENTS:

- Resolution_FOP 2023 Contract
- Palatine-FOP 23-25 CBA

RESOLUTION NO. _____

A RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE VILLAGE OF PALATINE, ILLINOIS AND THE PALATINE FRATERNAL ORDER OF POLICE LABOR COUNCIL, LODGE NO. 158

WHEREAS, negotiations between the Village of Palatine and The Palatine Fraternal Order of Police Labor Council, Lodge No. 158 have resulted in the proposed Collective Bargaining Agreement resulting therefrom, a copy of which is attached hereto and incorporated by reference hereof; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Village Council of the Village of Palatine, that said labor agreement for certain employees within the Police Department be hereby approved; and

BE IT FURTHER RESOLVED, that the Mayor and Village Clerk of the Village of Palatine be hereby authorized and directed to execute said Labor Agreement on behalf of the Village Council and that it be appropriately filed with the Illinois State Labor Relations Board.

ADOPTED: This _____ day of _____, 2023.

AYES:_____ NAYS:_____ABSENT:_____PASS:_____

_____
Mayor of the Village of Palatine

ATTESTED and FILED in the Office of the Village Clerk

this _____ day of _____, 2023.

_____
Village Clerk

Attachment: Resolution_FOP 2023 Contract (Police FOP Contract Agremeent 2023-2025)

LABOR CONTRACT

BETWEEN

VILLAGE OF PALATINE, ILLINOIS

AND

PALATINE FRATERNAL ORDER OF POLICE, LABOR COUNCIL, LODGE NO. 158

JANUARY 1, 2023 THROUGH DECEMBER 31, 2025

Style Definition: TOC 2

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

ARTICLE I - PREAMBLE 1

ARTICLE II - RECOGNITION 1
Section 2.1 - Recognition. 1
Section 2.2 - Probationary Period. 1
Section 2.3 - Labor Council Officers. 2

ARTICLE III - NO DISCRIMINATION 2
Section 3.1- Discrimination Prohibited. 2
Section 3.2 - Labor Council Membership or Activity. 2

ARTICLE IV - LABOR COUNCIL SECURITY AND RIGHTS 2
Section 4.1 - Dues Checkoff. 2
Section 4.2 - Labor Council Indemnification. 3
Section 4.3 - Labor Council Use of Bulletin Boards. 3
Section 4.4 - Personnel Records. 3
Section 4.5 - Release of Information. 3

ARTICLE V - MANAGEMENT RIGHTS 4
Section 5.1 - Management Rights. 4
Section 5.2 - Dual Career Ladder. 5
Section 5.3 - Physical Fitness. 5

ARTICLE VI - GRIEVANCE PROCEDURE 5
Section 6.1 - Definition of a Grievance. 5
Section 6.2 - Procedure. 5
Section 6.3 - Arbitration. 7
Section 6.4 - Limitations on Authority of Arbitrator. 8
Section 6.5 - Paid Time. 8

ARTICLE VII - NO STRIKE/NO LOCKOUT 9
Section 7.1- No Strike Commitment. 9
Section 7.2 - Discipline of Strikers 9
Section 7.3 - Labor Council Official Responsibility. 9
Section 7.4 - No Lockout. 9
Section 7.5 - Judicial Restraint. 10

ARTICLE VIII - TRAINING 10
Section 8.1- General Policy. 10
Section 8.2 - Access to Training. 10
Section 8.3 - Training. 10

ARTICLE IX - SENIORITY 11
Section 9.1- Definition. 11
Section 9.2 - Termination of Seniority and Employment. 11

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

ARTICLE X - HOLIDAYS 11
Section 10.1- Holidays. 11
Section 10.2 - Holidays During Officer's Vacation Period. 12
Section 10.3 - Use of Holidays and Vacation Time by Officers Assigned to Specialty Areas. 12
Section 10.4 – Time Limit for Use of Holidays 12
Section 10.5 – Holidays at Separation 12

ARTICLE XI - VACATIONS 12
Section 11.1 - Vacations - Eligibility and Allowances. 12
Section 11.2 - Time Limit for Vacation Accrual. 15
Section 11.3 - Extension of Time Limit for Vacation Accrual. 15
Section 11.4 - Summer Vacation Restriction 15
Section 11.5 - Selection of Vacation/ Holiday Time Periods 15

ARTICLE XII - HOURS OF WORK AND OVERTIME 16
Section 12.1- Definition 16
Section 12.2 - Work Schedule 16
Section 12.3 - Normal Work Week and Workday. 17
Section 12.4 - Overtime Pay. 17
Section 12.5 - Required Overtime. 17
Section 12.6 - Compensatory Time. 17
Section 12.7 - Court Time. 18
Section 12.8 - Call-Back Pay. 19
Section 12.9 - No Pyramiding. 19
Section 12.10 - Evaluation Period 19

ARTICLE XIII - PERSONAL AND SAFE driving LEAVE 19
Section 13.1- Personal Leave Day. 19
Section 13.2 - Safe Driving Leave Pay. 19

ARTICLE XIV - SICK LEAVE 20
Section 14.1- Sick Leave. 20
Section 14.2 - Sick Leave Allowance. 20
Section 14.3 - Sick Leave Usage. 20
Section 14.4 - Sick Leave Buy-Back. 20
Section 14.5 - Notification. 21
Section 14.6 - Medical Examinations. 21
Section 14.7 - Other Reimbursements. 22
Section 14.8 - Sick Leave Donations. 22

ARTICLE XV - ADDITIONAL LEAVES OF ABSENCE 23
Section 15.1 - Discretionary Leave 23
Section 15.2 - Application for Leave. 23
Section 15.3 - Military Leave. 23
Section 15.4 - Jury Leave. 23

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

Section 15.5 - Funeral Leave. 23
Section 15.6 - Benefits While on Leave. 24
Section 15.7 - Non-Employment Elsewhere. 24
Section 15.8 - Leave for Illness, Injury or Disability. 24
Section 15.9 - Family and Medical Leave Act. 25

ARTICLE XVI - LAYOFF AND RECALL 26
Section 16.1- Layoff. 26
Section 16.2 - Recalls. 26

ARTICLE XVII - EMPLOYEE DISCIPLINE 26
Section 17.1- Questioning. 26
Section 17.2 - Discipline. 27
Section 17.3 – Causes for Termination. 27

ARTICLE XVIII - LABOR-MANAGEMENT MEETINGS 28
Section 18.1- Meeting Request. 28
Section 18.2 - Content. 28
Section 18.3 - Attendance. 28

ARTICLE XIX – INSURANCE 28
Section 19.1 - Coverage and Cost. 28
Section 19.2 - Health Insurance. 28
Section 19.3 - Cost Containment. 29
Section 19.4 - Life Insurance. 29
Section 19.5 - Employee Insurance Advisory Committee and Village Safety Committee. 30
Section 19.6 - Flexible Benefit Plan. 30
Section 19.7 - Post-Employment Health Plan. 30

ARTICLE XX - UNIFORMS 30

ARTICLE XXI - WAGES 30
Section 21.1 - Salary Schedules. 30
Section 21.2 - Officers In Charge. 31
Section 21.3 – Translation Reward Program. 32
Section 21.4 – Specialty Pay. 32

ARTICLE XXII - LONGEVITY 32

ARTICLE XXIII - DRUG TESTING 33
Section 23.1- Prohibitions. 33
Section 23.2 - Time of Testing. 33
Section 23.3 - Order to Take Test. 33
Section 23.4 - Tests to be Conducted 33
Section 23.5 - Results. 34
Section 23.6 - Right to Contest. 34

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

Section 23.7 - Voluntary Requests for Assistance. 34
Section 23.8 - Discipline. 34

ARTICLE XXIV - FIRE and police COMMISSION 35

ARTICLE XXV - IMPASSE RESOLUTION 35

ARTICLE XXVI - MAINTENANCE OF ECONOMIC BENEFITS 35

ARTICLE XXVII - SAVINGS CLAUSE 36

ARTICLE XXVIII - ENTIRE AGREEMENT 36

ARTICLE XXIX - TERMINATION 36

APPENDIX A 38

APPENDIX B - WAGE SCHEDULE 39

APPENDIX C - LETTER OF UNDERSTANDING 40

APPENDIX D – GRIEVANCE FORM 41

APPENDIX E - SIDE LETTER UNDERSTANDINGS 43

APPENDIX F- SIDE LETTER OF UNDERSTANDING REGARDING 2023 VACATION 44

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

ARTICLE I - PREAMBLE

THIS AGREEMENT entered into by the VILLAGE OF PALATINE, ILLINOIS (hereinafter referred to as the "Village" or the "Employer"), and the PALATINE FRATERNAL ORDER OF POLICE LABOR COUNCIL/LODGE N0.158 (hereinafter referred to as the "Labor Council"), is in recognition of the Labor Council status as the representative of the Village's police officers under the rank of sergeant as per Illinois State Labor Relations Board Case No. S-RC-233 and has as its basic purpose the promotion of harmonious relations between the Village and the Labor Council; the establishment of an equitable and peaceful procedure for the resolution of differences; and the establishment of an entire agreement covering all rates of pay, hours of work and conditions of employment applicable to bargaining unit employees.

Therefore, in consideration of the mutual promises and agreements contained in this Agreement, the Village and the Labor Council do mutually promise and agree as follows:

ARTICLE II - RECOGNITION

Section 2.1 - Recognition.

The Village recognizes the Labor Council as the sole exclusive bargaining representative for the purpose of collective bargaining in respect to rates of pay, wages, hours and conditions of employment of the following unit:

All sworn full-time peace officers below the rank of sergeant, excluding Sergeants, Commanders, Deputy Chiefs, Chief of Police, all other supervisory, confidential and managerial employees, and all other employees of the Employer.

Section 2.2 - Probationary Period.

The probationary period shall be twenty-four (24) months in duration from date of hire as a police officer, except the probationary period shall be eighteen months (18) for lateral police officers hired from the Lateral Police Candidate List maintained by the Village Fire and Police Commission. Time absent from duty or not served for any reason shall not apply toward satisfaction of the probationary period. During the probationary period but not until after thirty (30) days following completion of mandated police academy, an officer is entitled to all rights, privileges or benefits under this Agreement, except that the Village may discharge a probationary officer without cause and such officer shall have no recourse. Newly hired police officers shall earn holiday hours equivalent to the number of remaining holidays in the calendar year. Two (2) personal days/floating holidays shall be earned if the officer is hired before

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

July 1, with only one (1) personal day/floating holiday earned if the officer is hired after July 1.

Section 2.3 - Labor Council Officers.

For purposes of this Agreement, the term "Labor Council Officers" shall refer to the Labor Council's duly elected negotiating team members.

ARTICLE III - NO DISCRIMINATION

Section 3.1- Discrimination Prohibited.

Neither the Village nor the Labor Council shall discriminate against any employees covered by this Agreement in a manner which would violate any applicable federal or state laws because of race, creed, color, national origin, disability, age or sex. Any dispute concerning the interpretation and application of this section shall be processed through the appropriate federal or state agency rather than through the grievance and arbitration procedure set forth in this Agreement.

Section 3.2 - Labor Council Membership or Activity.

Except as otherwise provided herein, neither the Village nor the Labor Council shall interfere with the right of employees to become or not become members of the Labor Council, and there shall be no discrimination against any such employees because of lawful Labor Council membership or non-membership activity or status.

ARTICLE IV - LABOR COUNCIL SECURITY AND RIGHTS

Section 4.1 - Dues Checkoff.

While this Agreement is in effect, the Village will deduct from each employee's paycheck once each pay period the uniform, regular monthly Labor Council dues for each employee in the bargaining unit who has filed with the Village a voluntary, effective checkoff authorization in the form set forth in APPENDIX A of this Agreement. If a conflict exists between that form and this Article, the terms of this Article and Agreement control.

An employee seeking to revoke the employee's dues deduction shall notify the Labor Council and the Village of the employee's intentions, providing at least 30 days' notice.

The actual dues amount deducted, as determined by the Labor Council, shall be uniform in nature for each employee in order to ease the Village's burden of administering this provision.

If the employee has no earnings due for that period, the Labor Council, shall be responsible for collection of dues. The Labor Council agrees to refund to the employee any amounts paid to the Labor Council in error on account of this dues deduction provision. The Labor Council

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

may change the fixed uniform dollar amount which will be considered the regular monthly fees once each year during the life of this Agreement. The Labor Council will give the Village sixty (60) days' notice of any such change in the amount of uniform dues to be deducted.

Section 4.2 - Labor Council Indemnification.

The Labor Council shall indemnify, defend and save the Village harmless against any and all claims, demands, suits or other forms of liability (monetary or otherwise) and for all legal costs that shall arise out of or by reason of action taken or not taken by the Village in complying with the provisions of this Article. If an improper deduction is made, the Labor Council shall refund directly to the employee any such amount.

Section 4.3 - Labor Council Use of Bulletin Boards.

The Village will make available space on a bulletin board for the posting of official Labor Council notices or minutes of a nonpolitical, non-inflammatory nature. The Labor Council will limit the posting of Labor Council notices to such bulletin board, with prior approval of the Chief of Police or Village Manager.

The bulletin board will be four (4) feet by four (4) feet, and shall be located in the roll call room.

Section 4.4 - Personnel Records.

The Village agrees to afford officers the rights set forth in the Illinois Personnel Records Act.

Section 4.5 - Release of Information.

The Village will not disclose to individuals outside of the Village the home address and home telephone number of an employee or of members of an employee's immediate family.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

ARTICLE V - MANAGEMENT RIGHTS

Section 5.1 - Management Rights.

It is understood and agreed that the Village possesses the sole right and authority to operate and direct the employees of the Village and its various departments in all aspects, including, but not limited to, all rights and authority exercised by the Village prior to the execution of this Agreement, except as expressly modified in this Agreement. These rights include, but are not limited to the right:

1. To determine the Department's mission and policies and to establish all standards of service to be offered to the public;

2. To plan, direct, schedule, control and determine the operations or services to be conducted by employees of the Village and to change them from time to time;

3. To determine the methods, means, number of personnel needed to carry out the Department mission;

4. To direct the working forces and establish productivity standards;

5. To administer the Department Dual Career Ladder program;

6. To hire, assign and/or transfer employees within the Department or to other duties or functions;

7. To promote and discipline employees and to suspend and discharge employees for just cause;

8. To layoff or relieve employees due to lack of work or funds or for other legitimate reasons;

9. To make, publish and enforce rules and regulations including residency and to change such rules from time to time as circumstances warrant;

10. To introduce new or improved methods, equipment or facilities;

11. To contract out for goods or services;

12. To take any and all actions as may be necessary to carry out the mission of the Village and the Police Department.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

If in the sole discretion of the Mayor and Village Council or Village Manager, it is determined that extreme civil emergency conditions exist, including but not limited to riots, civil disorders, tornado conditions, floods, or other similar catastrophes, the provisions of this Agreement may be suspended by the Mayor or the Village Manager during the time of the declared emergency, provided that wage rate and monetary fringe benefits shall not be suspended. Should an emergency arise, the Village Manager or the Village Manager's designee shall advise the President of the Labor Council or the next highest officer of the Labor Council of the nature of the emergency. The Village Manager or the Village Manager's designee shall follow up said advice in writing as soon thereafter as practicable and shall forward said written notice to the President of the Labor Council.

Section 5.2 - Dual Career Ladder.

The parties recognize that the Village has the sole and exclusive authority to continue, discontinue or modify the dual career ladder program. The dual career ladder is grievable, but only to the Manager's level; such grievances are not subject to arbitration.

Section 5.3 - Physical Fitness.

If the Village decides to develop a physical fitness program, it shall do so only after notification to and discussion with the Labor Council. In the event no agreement concerning the program is reached, and the Village decides to implement the program, the Labor Council reserves the right to impact bargain.

ARTICLE VI - GRIEVANCE PROCEDURE

Section 6.1 - Definition of a Grievance.

A grievance is defined as a dispute or difference of opinion raised by an employee, the Labor Council, through one or more of its local representatives, or the Village claiming that an express written provision of this Agreement has been violated, except that any dispute or difference of opinion concerning a matter or issue subject to the jurisdiction of the Palatine Fire and Police Commission (except disciplinary matters) shall not be considered a grievance under this Agreement.

Section 6.2 - Procedure.

It is to the benefit of both parties that issues falling under the jurisdiction of this provision be raised and settled in a prompt, timely fashion. Employees are encouraged to bring to the attention of their immediate supervisors any disputes and concerns about their workplace in order to effect a quick and efficient resolution. Consequently, the following steps and time limits shall be strictly followed.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

Step 1: An employee who has cause to believe that the Village has violated an express provision of the Agreement shall submit the Grievance Form found as Appendix D to the employee's immediate supervisor specifically indicating the provision of the contract at issue, remedy requested, signatures of the grievant and the Labor Council representative. The issue must be raised within ten (10) calendar days from the time the grievant becomes aware of or had the opportunity to be aware of the alleged violation.

The supervisor will respond in writing to the employee. The supervisor shall respond no later than ten (10) calendar days following the date the grievance is initially presented.

Step 2: If the issue is not resolved in Step 1, the employee shall be entitled to take the issue to the second step of the procedure within five (5) calendar days from the date the employee has received the written response from the employee's immediate supervisor at Step 1. The issue at the second Step shall be submitted in written form to the employee's Deputy Chief or the employee's Deputy Chief's designee.

The written form shall be dated upon receipt by the Deputy Chief. The Deputy Chief or the Deputy Chief's designee shall meet with the employees at a mutually satisfactory time within five (5) calendar days of receipt of the written grievance.

Following discussion of all facts, and any investigation pertaining to the alleged violation, the Deputy Chief or the Deputy Chief's designee shall respond in writing to the employee. The written response will be made no later than five (5) calendar days following the date of the last discussion.

Step 3: If the employee is not satisfied with the answer from the Deputy Chief in Step 2, the employee shall be entitled to advance the issue to the next step of the procedure within five (5) calendar days from the date of receipt of the Deputy Chief's written response. The issue(s) at the third step shall be submitted in written form to the Chief of Police or the Chief of Police's designee in a manner set forth in Step 2, including also the response in the second step and the employee's points of disagreement with such response.

Within five (5) calendar days, or on a mutually agreed upon date following receipt of the written form, the Chief of Police or the Chief of Police's designee will schedule a meeting with

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

the grievant, a Labor Council representative if desired by the grievant, and such other persons as the Chief of Police shall determine appropriate to discuss the issue(s). Following discussion of the issue(s) in this meeting, the Chief of Police or the Chief of Police's designee shall direct a written response to the grievant. This shall occur no later than ten (10) calendar days following the date the issue was discussed in the meeting described above.

Step 4: If the grievant is not satisfied with the answer from the Chief of Police in Step 3, the grievant may submit the grievance in writing to the Village Manager within three (3) calendar days of receipt of the Chief of Police's answer in Step 3. This submission shall be as in Step 3 and additionally describe the Chief of Police's response and all reasons for disagreeing with such response. The Village Manager at the fourth step will meet with the grievant and, if requested by the grievant, with a Labor Council representative, on a mutually agreed upon date. Within ten (10) calendar days of this discussion, the Village Manager shall respond in writing to the grievant.

If the issue is not satisfactorily resolved, the Union may advance the issue to arbitration only if the Village has (1) failed to respond to the issue or, (2) failed to accurately interpret the relevant specific provision(s) of this Agreement. Such request will be made within ten (10) calendar days from the date of receipt of the Manager's response and will be made in writing to the Village Manager.

In any instance where the issue is not moved to the succeeding step of the procedure by the grievant in a timely manner, it will be considered resolved on the basis of the Village's last response. If the Village fails to respond within the time limits provided, the grievant may treat the matter as denied at the step and proceed in a timely fashion to the next step.

Section 6.3 - Arbitration.

Within five (5) business days after Village Manager's receipt of the notice of arbitration from the grievant, the parties shall attempt to agree upon an arbitrator. Said notice shall contain a full summary of the grievance, all responses made, and the basis of the Union's objection to the Village Manager's final answer. If the parties are unable to agree upon an arbitrator, they shall jointly request the Federal Mediation and Conciliation Service to submit a panel of seven (7) arbitrators. The Village and the Union shall each have the right to reject one panel of seven (7) names in its entirety and request that a new panel of seven (7) names be submitted. The Village and the Union shall alternate striking names from

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

the list until one name remains and that name shall be the chosen arbitrator. The order of alternate striking shall be determined by coin toss.

The arbitrator shall be notified of the selection and shall be requested to set a time and place for the hearing, subject to the availability of the Union's and the Village's representative. The Village and the Union shall have the right to request the arbitrator to require the presence of witnesses or documents. The Village and the grievant retain the right to employ legal counsel.

The arbitrator shall submit the decision in writing within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later. More than one grievance may be submitted to the same arbitrator if both parties mutually agree in writing.

The fees and expenses of the arbitrator and the cost of a written transcript(s), if any, shall be divided equally by the parties. All other costs shall be paid by the party which incurs such costs.

Section 6.4 - Limitations on Authority of Arbitrator.

The arbitrator shall have no right to amend, modify, nullify, ignore add to, or subtract from the provisions of this Agreement. The arbitrator shall consider and decide only the question of fact as to whether there has been no response or a misinterpretation of the specific provisions of this Agreement. The arbitrator shall only be empowered to determine the issue raised by the grievance as submitted in writing at the second step. The arbitrator shall have no authority to make a decision on any issue not so submitted or raised unless the parties mutually agree otherwise. The arbitrator shall be without power to make any decision or award which is in any way contrary to or inconsistent with this Agreement or applicable rules and regulations of the Palatine Fire and Police Commission (unless pertaining to discipline). The arbitrator shall not in any way limit or interfere with the powers, duties and responsibilities of the Palatine Fire and Police Commission (unless pertaining to discipline). Any decision or award of the arbitrator rendered within the limitations of this Section shall be binding on the grievant and the Village.

Section 6.5 - Paid Time.

The grievant and any Labor Council representative will not be paid by the Village for any time associated with this procedure, except that if a Step 3 or Step 4 meeting is held on working time, the grievant shall be paid during the meeting. Employees or Labor Council representatives otherwise required to be absent from work may use their earned vacation time, personal day, earned holiday, duty trades, or an unpaid absence if such absence will not adversely impact departmental operations or

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

services as determined by the Chief of Police or the Chief of Police's designee.

ARTICLE VII - NO STRIKE/NO LOCKOUT

Section 7.1- No Strike Commitment.

Neither the Labor Council nor any of its officers, agents or employees will call, initiate, authorize, participate in, sanction, encourage or ratify any strike, sympathy strike, slowdown, work stoppage, picketing (other than informational picketing conducted during the employee's non-work time, and such informational picketing shall not encourage or advise any other person to refuse to cross such picket line) or concerted slow down, mass illness, sit-down or other concerted stoppage of work, or any unauthorized speed up or work to the rule situation or any other concerted refusal to perform proper duties or the concerted interference with the Village, regardless of the reason for doing so. Neither the Labor Council nor any employee covered by this Agreement shall refuse to cross any picket line, by whomever established during their work time or in the performance of police-related duties.

Section 7.2 - Discipline of Strikers.

Any officer who violates the provisions of this Article shall be subject to immediate discharge. Any action taken by the Employer against any officer who participates in an action prohibited by Section 7.1 shall not be considered a violation of this Agreement and shall not be subject to the provisions of the grievance procedure, except only the issue of whether an employee has been disciplined for violation of this Article. The failure to confer a penalty in any instance is not a waiver of such right in any other instance nor is it a precedent.

Section 7.3 - Labor Council Official Responsibility.

Each employee who holds the position of officer or representative of the Labor Council occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Article. In the event of a violation of Section 1 of this Article, the Labor Council, among other things, agrees to inform its members of their obligations under this Agreement and use its best efforts to achieve a prompt resumption of normal operations.

Section 7.4 - No Lockout.

The Village will not lock out any employees during the term of this Agreement as a result of a labor dispute with the Labor Council.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

Section 7.5 - Judicial Restraint.

Nothing contained herein shall preclude the Village or the Labor Council from obtaining judicial restraint and damages in the event the other party violates this Article.

ARTICLE VIII - TRAINING

Section 8.1- General Policy.

The Village understands the need for training for all employees. Training shall be provided insofar as it is economical to do so and insofar as such training does not adversely affect and interfere with the orderly performance and continuity of services within the Police Department. Training shall be scheduled by the Chief of Police or the Chief of Police's designee. Employees will attend training sessions as assigned by the Village. Employees covered by this Agreement and assigned to attend required training sessions that extend beyond the hours of a normal work week shall be paid in accordance with the requirements of Section 12.4 of this Agreement.

Section 8.2 - Access to Training.

The Chief of Police shall generally encourage reasonable access to training opportunities to the extent that operational requirements of the Department permit. The Labor Council shall be given an opportunity, upon request, to offer suggestions to the Chief of Police on ways to improve access to training opportunities.

Section 8.3 - Training.

Employees, who are required to use their personal vehicles while attending training, shall receive the standard IRS rate per mile traveled. Each employee attending training that is more than fifteen (15) miles from the Palatine Police Station (595 N. Hicks Road) shall receive commute pay for the greater of either one (1) hour or the actual hours traveled to a training of any duration. If an employee attends for a full eight (8) hours, a training that is more than fifteen (15) miles from the Palatine Police Station, the employee shall also receive return commute pay for the greater of either one (1) hour or the actual hours traveled from the training. Commute pay shall be computed at the straight time rate of pay. An employee is not entitled to return commute pay if the employee does not attend training for a full eight (8) hours. (Note: The one exception to the above reimbursement shall be: "Those employees assigned to training at the Northwestern University Traffic Institute in Evanston, Illinois shall receive a maximum of two (2) hours round trip commuting pay.")

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

ARTICLE IX - SENIORITY

Section 9.1- Definition.

Seniority for the purpose of determining vacation pay shall be defined as the employee's length of continuous full-time service with the Village since the employee's last date of hire, less any deductions due to layoffs, leaves of absence without pay or other non-paid breaks in service unless otherwise noted herein. For all other purposes of this Agreement, seniority shall be defined as the employee's length of continuous full-time service with the Village in a job classification or position covered by this Agreement. If more than one person is hired on the same day, seniority preference will be established by final eligibility test score as posted on the official eligibility list by the Palatine Fire and Police Commission.

Section 9.2 - Termination of Seniority and Employment.

The parties agree that the list below may constitute cause for termination of the employment relationship. Seniority may be terminated when, among other reasons, an employee:

1. Quits;

2. Retires or is retired;

3. Is discharged for cause (except a probationary officer need not be discharged for cause).

ARTICLE X - HOLIDAYS

Section 10.1- Holidays.

Each officer covered by this Agreement shall annually receive eleven (11) days off without loss of pay. If an officer elects not to take all eleven (11) days off and the Village agrees, then the officer shall be paid straight time for each holiday not taken to a maximum of five (5) days. Officers shall not be eligible for holiday pay until after the holiday; however, this shall not prevent officers from taking a holiday off before it occurs.

If an officer is working their normal schedule or is requested to work outside of their normal schedule on New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving and/or Christmas, the officer will receive a maximum of four (4) hours' extra straight time pay or comp time, unless held over or called in early for manpower, in which case the officer will receive pro-rated holiday pay for the additional hours worked. Provided, however, that such extra pay or comp time will not be granted to an officer performing special/voluntary overtime assignments, including but not limited to special protection details, parades, or IDOT-related-grant overtime when that time is assigned or granted outside of a regularly scheduled shift.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

If a partial day is worked, the Officer will receive pro-rated holiday pay (at 50% of the hours worked). For example, an Officer who works four (4) hours will receive two (2) hours extra pay or comp time.

Section 10.2 - Holidays During Officer's Vacation Period.

Any time a holiday occurs during an employee's vacation period, the employee will be allowed to take that time off at a later time mutually agreed upon between the employee and the employee's Supervisor.

Section 10.3 - Use of Holidays and Vacation Time by Officers Assigned to Specialty Areas.

Officers assigned to specialty areas, such as Investigator, Crime Prevention Officer, Crime Free Multi-Housing Officer, Traffic Unit Officer, Truck Enforcement Officer and School Resource Officer, shall receive the same number of paid holidays and vacation days as all other officers covered by this Agreement. Such officers shall, however, use their holidays and vacation time according to the parameters set for such assignments by the Police Department at the time the assignment was made, unless otherwise modified between the officer and the Chief of Police.

Section 10.4 – Time Limit for Use of Holidays

Credited hours shall be used by each employee within a 12-month period following the end of the calendar year in which the credits were earned. The maximum holiday hours to be rolled over into the next calendar year shall be eighty-eight (88) hours.

Section 10.5 – Holidays at Separation

At the time of separation of employment, the employee will be paid for unused, accrued, holiday credits at 100% of the employee's current hourly rate and shall be deposited into the Village's Post Separation Employment Health Plan into an account in the employee's name. If the employee has taken more holidays than accrued, arrangements will be made to reimburse the Village for the unearned days.

ARTICLE XI - VACATIONS

Section 11.1 - Vacations - Eligibility and Allowances.

Vacations for full-time police officers are earned according to the following schedule through December 31, 2023:

1. Beginning with the first day of service through the completion of six (6) years of continued service, an employee shall be allowed to accrue ten (10) vacation days' credit. Such vacation day credit shall be calculated on the basis of 5/6 vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed two (2) work weeks (10 work days).

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

2. Beginning with the first day following completion of six (6) years of continued service, an employee shall be allowed to accrue five (5) additional vacation days' credit. Such additional vacation day credit shall be calculated on the basis of 5/12 vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed three (3) work weeks (15 work days).

3. Beginning with the first day following completion of fourteen (14) years of continued service, an employee shall be allowed to accrue up to five (5) additional vacation days' credit. Such additional vacation days credit will be calculated on the basis of 5/12 vacation day credit for each full month service. The total yearly credit under this paragraph shall not exceed four (4) work weeks (20 work days).

4. Beginning with the first day following completion of twenty (20) years of continued service, an employee shall be allowed to accrue up to three (3) additional vacation days' credit. Such additional vacation days' credit will be calculated on the basis of 3/12 vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed twenty-three (23) days.

5. Beginning with the first day following completion of twenty-five (25) years of continued service, an employee shall be allowed to accrue up to two (2) additional vacation days' credit. Such additional vacation days' credit will be calculated on the basis of 2/12 vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed twenty-five (25) days.

6. At the time of separation of employment, the employee will be paid for unused, accrued, vacation credits at 100% of the employee's current hourly rate and shall be deposited into the Village's Post Separation Employment Health Plan into an account in the employee's name. If the employee has taken more vacation days than accrued, arrangements will be made to reimburse the Village for the unearned days.

Effective January 1, 2024, vacations for full time police officers are earned according to the following schedule:

1. Beginning with the first day of service through the completion of five (5) years of continued service, an employee shall be allowed to accrue ten (10) vacation days' credit. Such vacation day credit shall be calculated on the basis of 5/6 vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed two (2) work weeks (10 work days).

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

2. Beginning with the first day following completion of five (5) years of continued service, an employee shall be allowed to accrue five (5) additional vacation days' credit. Such additional vacation day credit shall be calculated on the basis of 5/12 vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed three (3) work weeks (15 work days).

3. Beginning with the first day following completion of ten (10 years of continued service, an employee shall be allowed to accrue one (1) additional vacation day credit. Such additional vacation day credit shall be calculated on the basis of 1/12 vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed sixteen (16) work days.

4. Beginning with the first day following completion of eleven (11) years of continued service, an employee shall be allowed to accrue one (1) additional vacation day credit. Such additional vacation day credit shall be calculated on the basis of 1/12 vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed seventeen (17) work days.

5. Beginning with the first day following completion of twelve (12) years of continued service, an employee shall be allowed to accrue one (1) additional vacation day credit. Such additional vacation day credit shall be calculated on the basis of 1/12 vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed eighteen (18) work days.

6. Beginning with the first day following completion of thirteen (13) years of continued service, an employee shall be allowed to accrue one (1) additional vacation day credit. Such additional vacation day credit shall be calculated on the basis of 1/12 vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed nineteen (19) work days.

7. Beginning with the first day following completion of fourteen (14) years of continued service, an employee shall be allowed to accrue up to one (1) additional vacation days' credit. Such additional vacation day credit will be calculated on the basis of 1/12 vacation day credit for each full month service. The total yearly credit under this paragraph shall not exceed four (4) work weeks (20 work days).

8. Beginning with the first day following completion of nineteen (19) years of continued service, an employee shall be allowed to accrue up to three (3) additional vacation days' credit. Such additional vacation days' credit will be calculated on the basis of 3/12 vacation

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

day credit for each full month of service. The total yearly credit under this paragraph shall not exceed twenty-three (23) days.

9 Beginning with the first day following completion of twenty-five (25) years of continued service, an employee shall be allowed to accrue up to two (2) additional vacation days' credit. Such additional vacation days' credit will be calculated on the basis of 2/12 vacation day credit for each full month of service. The total yearly credit under this paragraph shall not exceed twenty-five (25) days.

10. At the time of separation of employment, the employee will be paid for unused, accrued, vacation credits at 100% of the employee's current hourly rate and shall be deposited into the Village's Post Separation Employment Health Plan into an account in the employee's name. If the employee has taken more vacation days than accrued, arrangements will be made to reimburse the Village for the unearned days.

Section 11.2 - Time Limit for Vacation Accrual.

Vacation credits shall be used by each employee within a 12-month period following the end of the calendar year in which the credits were earned.

Section 11.3 - Extension of Time Limit for Vacation Accrual.

Extension of time for the use of vacation credits as required in the above Section may be authorized in writing by the Village Manager upon written application by an employee; such application must also be recommended by the Chief of Police.

Section 11.4 - Summer Vacation Restriction.

No more than two (2) weeks' vacation shall be picked consecutively between June 1 and September 1. If after each officer on a watch or unit has picked the first 2 weeks of vacation and there are open weeks before or after an officer's original vacation pick, the officer may pick an additional week or weeks, thus allowing 3 (three) or more weeks' vacation during the aforementioned months subject to the need to provide adequate staffing at all times according to the needs of the Department as determined by the Chief of Police.

Section 11.5 - Selection of Vacation/ Holiday Time Periods.

For the purposes of this section, and all other applicable articles and sections of this contract, the terms unit, beat, team, watch and shift shall be defined as follows:

Unit: A special assignment other than Patrol.

Beat: A geographically defined area within the Village.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

Team: A group of officers assigned to the same beat (either a traditional beat such as 8110 or a cover beat such as 8110/8150).

Watch: A group of sergeants and officers working together for a specific commander in the Patrol Division.

Shift: A temporal period of assignment, (i.e. 2145-0545, 2245-0645, 0545-1345, 0645-1445, 1345-2145, 1445-2245)

All vacations/holidays shall be selected on the basis of seniority, as defined in Article IX, Section 1. Vacation/holiday selections shall be made within each watch or unit, whichever is applicable, subject to the need to provide adequate staffing at all times according to the needs of the Department as determined by the Chief of Police.

The Investigations Bureau (Investigators, School Resource Officers, Task Force Officers, Special Operations Unit Officers) will select vacations/holidays among themselves based on seniority.

All vacation/holiday selections by the Patrol Bureau shall be started on Mondays and end on Fridays, unless specific permission is given by the Chief of Police or the Chief of Police's designee to deviate from this policy. Patrol Bureau members shall choose two (2) regular days off, which shall be taken concurrently, on either the Saturday and Sunday immediately preceding the vacation/holiday selection, or the Saturday and Sunday immediately following the vacation/holiday selection.

ARTICLE XII - HOURS OF WORK AND OVERTIME

Section 12.1- Definition.

This Article defines the normal hours of work, and establishes the basis for the calculation of overtime. It is not, however, a guarantee of hours of work per day, work period, month or year. It is not intended to establish a right to compensation in any form for time not worked except as specifically provided for in this Article.

Section 12.2 - Work Schedule.

The Village shall establish the work schedules for police officers which may be changed from time to time by the Village as circumstances warrant, and if a change in the present police period or shift scheduling system (i.e. 4/10 system, permanent shifts, etc.) will affect a major portion of the bargaining unit, before implementing such changes, the Chief of Police or the Chief of Police's designee will discuss such changes with bargaining unit representatives. Where the change only affects one or two officers, the Village will take reasonable steps to obtain volunteers for the change before the change is made. The shift schedules shall be based upon

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

a twenty-eight (28) day departmental work cycle. The Patrol Division shall choose open lines or fixed days off on the basis of seniority within the team or unit, whichever is applicable. Members of the same team working on the same watch may not select lines with overlapping days off. Officers may request a change of beat assignment on an annual basis, at a time to be specified by the Chief of Police or the Chief of Police's designee, but prior to the annual vacation selection process. Such requests to be removed from a beat shall be considered on the basis of seniority, however, there shall be nothing in this section that can be construed to guarantee an officer's right to select the officer's own team of assignment.

Section 12.3 - Normal Work Week and Workday.

The Village has established the normal work week for police officers. This work week may be changed from time to time by the Village as circumstances warrant. The normal work week shall be a seven (7) consecutive day period (Sunday through Saturday) beginning with the first shift on Sunday, currently 2145 Saturday evening to 0545 Sunday morning or 2245 Saturday evening to 0645 Sunday morning, second shift currently 0545 to 1345 or 0645 to1445, third shift currently 1345 to 2145 or 1445 to 2245. The normal workday shift will consist of eight consecutive hours.

Section 12.4 - Overtime Pay.

Based on the current work schedule, employees shall be paid one and one-half times their regular hourly rate of pay for all hours worked outside of their regularly scheduled shift unless otherwise stated in this Agreement. Paid holiday, personal day, sick leave and vacation day hours will not be deducted from hours paid for the purposes of calculating overtime. Hours determined to be eligible for overtime pay will be compensated by payment of the additional one half-time on the pay period in the same or following pay period. The parties recognize that the Village has adopted a 28-day work cycle for purposes of 7K of the FLSA.

Section 12.5 - Required Overtime.

The Chief of Police or the Chief of Police's designee(s) shall have the right to require overtime work and officers may not refuse overtime assignments. In non-emergency situations, the Chief of Police or the Chief of Police's designee(s) as a general rule shall take reasonable steps to obtain volunteers for overtime assignments before assigning required overtime work, though work in progress shall not be interrupted at the Village's discretion and specific officers may be selected for specific assignments.

Section 12.6 - Compensatory Time.

Compensatory time at a time and one-half (1 1/2) rate in lieu of overtime pay may be granted at such times and in such time blocks as are

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

mutually agreed upon between the involved employee and the employee's supervisor. However, compensatory time may be earned in lieu of pay, at the officers' discretion, for the first thirty (30) straight time hours of over/court time (forty-five (45) hours when computed at the overtime rate); beyond that cap, compensatory time may be earned by mutual agreement between the officer and the police department. If mutual agreement on compensatory time cannot be reached, the employee shall receive one and one-half (1 1/2) times the employee's rate of pay for overtime worked in accordance with the provisions of Section 12.4 except that the Village may, in times of severe financial pressure, require that compensatory time, in lieu of overtime pay, be taken to the fullest extent permitted under the Fair Labor Standards Act.

No police officers shall be allowed to accumulate over one hundred forty-four (144) hours of compensatory time without written permission of the Village Manager. Any compensatory time over one hundred forty-four (144) hours shall be paid at a rate of one and one-half (1 1/2) for each hour over one hundred forty-four (144) except upon written request of the employee and permission of the Village Manager.

Compensatory time accrued must be used within a 12-month period of when it was earned. Upon separation either through termination or retirement, the employee will be compensated for the amount of compensation time accrued up to the one hundred forty-four (144) hour limit. Compensation shall be paid at 100% of the employee's current hourly rate and the total amount shall be deposited into the Village's Post Retirement Health Plan into an account in the employee's name. In the event the employee does not utilize compensatory time in a timely fashion due to work requirements beyond the employee's control, the employee may request, in writing, a continuation of accrual from the Village Manager.

Section 12.7 - Court Time.

Employees who would otherwise be off-duty shall, subject to the requirements of Section 12.4, be paid their regular straight-time hourly rate of pay for all hours worked when authorized by a superior to appear in court, adjudication or depositions (depositions shall be held at the station whenever feasible) on behalf of the Village in the capacity of a certified officer or when preparing for an appearance when in the presence of a prosecuting attorney; off-duty lunch periods shall not be counted toward hours worked. If the officer is required to make an in-person appearance or required to appear remotely while off-duty, said employee shall receive three (3) hours' minimum pay. If the officer has the option to appear in court remotely (i.e., video web conference, Zoom, etc.) while off-duty, said employee shall receive the greater of either two (2) hours of minimum pay or the actual time appearing in court remotely. Officers shall

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

be paid at the appropriate rate of pay subject to 12.4, including the A.M. and P.M. off-duty appearance on the same day, made on behalf of the Village. Officers required to attend court, adjudication or depositions, commencing during their tour of duty and extending beyond the normal end of the tour of duty will be compensated at the appropriate overtime rate subject to Section 12.4.

Section 12.8 - Call-Back Pay.

A call-back is defined as an official assignment of work which does not continuously precede or follow an officer's regularly scheduled working hours. Call-backs shall be compensated at straight-time hourly rates of pay for all hours worked on callback subject to the overtime pay requirements of Section 12.4 of this Agreement. A minimum of two (2) hours' straight-time pay will be guaranteed for all call-backs.

Section 12.9 - No Pyramiding.

Overtime compensation shall not be paid more than once for the same hours under any provision of this Article or this Agreement.

Section 12.10 - Evaluation Period.

If the Village should implement an evaluation period during the term of this Agreement, that period shall be for one entire calendar year and officers will be made aware of the beginning and the termination dates.

ARTICLE XIII - PERSONAL AND SAFE DRIVING LEAVE

Section 13.1- Personal Leave Day.

An officer shall be entitled to two (2) personal leave days per year, provided the Officer shall notify and receive approval from the on-duty Watch Commander regarding use of the day. The officer may use the full personal day or one-half (1/2) day but not less than one-half (1/2) day. The use of a personal leave day shall not result in a situation whereby overtime is created. The personal day shall not accumulate. See Section 2.2 for language regarding accrual of time for probationary employees.

Section 13.2 - Safe Driving Leave Pay.

An officer shall be entitled to one (1) safe driving leave day per year provided the Officer shall notify and receive approval from the on-duty Watch Commander regarding use of the day. An officer will only have earned and be eligible to utilize the safe driving leave day if there were no chargeable, preventable accidents incurred by that officer during the prior calendar year. The use of a safe driving day shall not result in a situation whereby overtime is created. The safe driving day shall not be accumulated. Officers are not eligible for a safe driving leave day if during the previous calendar year, the officer was not working in a Department vehicle regularly for more than one hundred sixty (160) working days

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

during the calendar year due to injury, illness or assignment. New officers will be eligible for a safe driving day in the calendar year following their date of hire if they meet the one hundred sixty (160) day standard.

ARTICLE XIV - SICK LEAVE

Section 14.1- Sick Leave.

Sick leave with pay is provided as a benefit in recognition that employees do contract various illnesses from time to time and that their financial resources may be diminished in such instances if pay is discontinued, and that it may be in the best interest and health of the employee or fellow employees for them not to work while sick. To the extent permitted by law, sick employees are expected to remain at home unless hospitalized, visiting their doctor or dentist, acting pursuant to reasonable instructions for care or caring for a sick member of the immediate family. Unfortunately, sick leave abuse sometimes occurs. The parties agree that sick leave abuse is a very serious offense.

Section 14.2 - Sick Leave Allowance.

All employees covered by this Agreement, except those on leave of absence without pay, shall accumulate sick leave at the rate of one (1) day for each month of satisfactory service. An employee accumulates sick leave beginning with the first full calendar month of employment. Sick leave shall not be considered as personal time that an employee may use at the employee's discretion; it shall be allowed only in case of actual sickness or disability or because of illness in the immediate family. Sick leave may also be granted to meet medical or dental appointments, which cannot reasonably be scheduled during non-working hours. Sick leave cannot be taken before it is actually earned.

Section 14.3 - Sick Leave Usage.

Eligible employees shall be paid for eight (8) hours at their straight-time rate of pay for each of the employees' earned sick days properly used in a calendar year.

Section 14.4 - Sick Leave Buy-Back.

Employees who do not utilize more than four (4) sick leave days in the twelve (12) month period from November 17 of the prior year to November 16 of the current year are eligible for up to three (3) extra days' pay, computed pursuant to the schedule set forth below. Such payment shall be made the payday preceding Christmas. Payment shall be at the rate of pay for the position held by the employee. The "up to three (3) days" for which the employee is paid will then be deducted from the unused sick leave earned by the employee during the previous twelve (12) months and any remaining days will accumulate with those of prior years. The officer

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

also has the option of leaving the "up to three (3) days" in their accumulated sick leave.

Sick leave taken during a calendar year shall be deducted from the sick leave earned during the twelve (12) months preceding December 1 of that year. The following schedule shall be used to determine the "up to three (3) days" eligible for the buy-back program:

Number of Sick Leave Days Used	Number of Days Eligible For Buy-Back
0-1	3
2-4	2
5	0
6	0

Once an officer accumulates a sick leave balance of eight hundred (800) hours (one hundred (100) days), or more, the Village shall buy back the sick leave accumulated and unused in the twelve (12) month period from November 17 of the prior year to November 16 of the current year (after any sick leave buy-back provided for in the previous paragraph) in excess of eight hundred (800) hours at the rate of 50% of the employee's current rate of pay, and deposit it into the Village's Post Employment Health Plan. Upon such payment, the amount of unused sick leave in excess of eight hundred (800) hours shall be deducted from the employee's sick leave bank.

Section 14.5 - Notification.

Notification of absence due to sickness shall be given to the Police Department as soon as possible on the first day of such absence, and notice shall be given every day thereafter (unless this requirement is waived by the Chief of Police); but notice shall not be given later than sixty (60) minutes before the start of the employee's work schedule unless it is shown that such notification was impossible. Failure to properly report an illness shall be considered an absence without pay and may subject the employee to discipline, as well.

Section 14.6 - Medical Examinations.

The Village Manager or the Chief of Police may require a Physician's Certificate of health examination as a condition for receipt of sick leave pay for an absence of any duration. As mutual protection for the Village and the employee, the Chief of Police may also require an employee to submit to a complete physical examination by a physician designated by the Village Manager when, in the Village Manager's or the Chief of Police's opinion, the performance of the employee may have become seriously limited or weakened by virtue of impaired health. The cost of such physical examination is the responsibility of the Village.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

Section 14.7 - Other Reimbursements.

Upon separation of employment, an employee who leaves employment with the Village voluntarily with at least twenty (20) years of service and has a minimum of 800 hours accumulated sick leave shall be reimbursed for all accumulated sick leave up to 800 hours at 20% (160 hours maximum reimbursement) and for all accumulated sick leave in excess of 800 hours at 50% of the employee's rate of pay in effect at time of separation. Said sum shall be deposited into the Village's Post Employment Health Plan.

In the event an officer has a qualifying instance of FMLA within twelve (12) months of retirement, the sick leave buyback threshold shall be reduced from 800 hours, but in no event shall the buyback threshold fall below 700 hours. The percentage bought back would remain at 20% and would only be calculated from the balance of sick leave with the FMLA time removed.

Notice Incentive Program

Formatted: Indent: First line: 0"

1. (Pilot Benefit) Advanced Notice of Retirement: An officer who provides a minimum of six (6) months advance written notice of retirement to the Village shall be eligible for a 10% increase of reimbursable sick leave. Said notice shall be irrevocable.

And/or

2. Minimal Sick Leave Use: An officer who has used an average of four (4) sick days or less per year for the entirety of the officer's career shall be eligible for a 10% increase of reimbursable sick leave. Sick days that are bought back at the end of the year, or donated to others, will not be included in this calculation.

Officers who provide advanced notice of retirement ***and*** who have taken minimal sick leave throughout their career in satisfaction of items 1 and 2 of the Notice Incentive Program, are eligible for a maximum total 20% increase of reimbursable sick leave. Unless the Village otherwise elects, item (1) Advanced Notice of Retirement of the Notice Incentive Pilot Program, and the benefits thereof, shall cease to be effective as of the termination date of this Agreement. Item (2) Minimal Sick Leave Use shall remain a permanent benefit of this Section 14.7 regardless of the Village's election to continue offering an incentive for Advanced Notice of Retirement.

Section 14.8 - Sick Leave Donations.

In the event that an ill or injured full-time Village employee has exhausted all sick leave credits, accumulated compensatory time, vacation time, holiday time and all other forms of compensated sick leave, the

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

employee shall be eligible for a donation from any full-time employee covered by this Agreement. Upon written permission of the Village Manager, both the ailing employee and the donating employee must have at least one (1) year of full-time service with the Village. Any donated sick leave day must have been accrued for the calendar year prior to the year of the donation. The donating employee must sign a form which directs-Human Resources to deduct one or more sick days from prior accrued sick leave. One (1) day may be donated for every five (5) the donating employee has accrued from prior calendar years of service.

ARTICLE XV - ADDITIONAL LEAVES OF ABSENCE

Section 15.1 - Discretionary Leave.

The Village may grant a leave of absence under this Article to any bargaining unit employee where the Village determines there is good and sufficient reason. The Village shall set the terms and conditions of the leave, including whether or not the leave is to be with pay.

Section 15.2 - Application for Leave.

Any request for leave of absence shall be submitted in writing by the employee to the Chief of Police or the Chief of Police's designee as far in advance as practicable. The request shall state the reasons for the leave of absence and the approximate length of time off the employee desires. Authorization for leave of absence shall, if granted, be furnished to the employee by the employee's immediate supervisor and it shall be in writing.

Section 15.3 - Military Leave.

Military leave shall be granted in accordance with the requirements of applicable law. The Village shall not be expected to exceed such requirements for any officer.

Section 15.4 - Jury Leave.

The Village shall compensate such employee, at their regular rate of pay, for each hour actually spent on jury duty up to eight (8) hours' pay per day.

Section 15.5 - Funeral Leave.

In the event of death in the immediate family (designated as the employee's spouse, grandparents, children, grandchildren, parents, parent of spouse, brother or sisters of employee, and grandparents, brothers and sisters of spouse), an employee shall be granted up to three (3) consecutive work days as funeral leave if the employee attends the funeral. Leave beyond such three (3) days may, upon approval of the Chief of Police or the Chief of Police's designee, be taken if charged to the employee's sick leave accrual account. In the event of the death of an

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

extended family member, an employee may be granted up to one (1) work day if the employee attends the funeral. Leave beyond one (1) day may, upon approval of the Chief of Police or the Chief of Police's designee, be taken if charged to the employee's sick leave accrual account.

Section 15.6 - Benefits While on Leave.

A. Unless otherwise stated in this Article or otherwise required by law, length of service shall not accrue for an employee who is on an approved non-pay leave status (including maternity leave). Accumulated length of service shall remain in place during the leave and shall begin to accrue again when the employee returns to work on a pay status. Unless otherwise stated in this Agreement, an employee returning from leave will have the employee's seniority continued after the period of leave. Upon return, the Village will place the employee in the employee's previous job if the job is vacant; if not vacant, the employee will be placed in the first available opening in the employee's classification or in a lower-rated classification according to the employee's seniority, where skill and ability to perform the work without additional training is equal.

B. If, upon the expiration of a leave of absence, there is no work available for the employee or if the employee could have been laid off according to this seniority except for the employee's leave, the employee shall go directly to layoff.

C. During the approved leave of absence or layoff under this Agreement, the employee shall be entitled to coverage under applicable group and life insurance plans to the extent provided in such plan(s), provided the employee makes arrangements for the change and arrangements to pay the entire insurance premium involved, including the amount of premium previously paid by the Village.

Section 15.7 - Non-Employment Elsewhere.

A leave of absence will not be granted to enable an employee to try for or accept employment elsewhere or to try self-employment. Employees who engage in employment elsewhere during an approved leave without express written permission of the Village Manager may immediately be terminated by the Village.

Section 15.8 - Leave for Illness, Injury or Disability.

A. In the event an employee is unable to work by reason of illness, or injury (including those compensable under workers' compensation) or disability, the Village may grant a leave of absence without pay during which time seniority shall not accrue to the extent permitted by law except that for a work related injury compensable under worker's compensation, an employee shall receive full pay and

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

benefits and shall accrue seniority for the first twelve (12) months of leave.

B. To qualify for such leave, the employee must report the illness, injury or disability as soon as the illness, injury or disability is known, and thereafter furnish to the Chief of Police or the Chief of Police's designee at such times as may be requested a physician's written statement showing the nature of the illness, injury or state of disability and the estimated length of time that the employee will be unable to report for work, together with a written application for such leave. Thereafter, during such leave, the employee shall furnish a current report.

Before returning from a leave of absence for injury, illness or disability, or during such leave, the employee, at the discretion of the Village, may be required to have a physical examination by a doctor designated by the Village to determine the employee's capacity to perform assigned work.

C. Light duty officers who are capable of performing light duty, and who have received a medical release to perform such work, shall be assigned to a light duty position. Such light duty will be assigned on a first-come-first serve basis; once filled, the Police Department will not be expected nor required to create extra light duty positions. Up to two light duty positions within the Police Department will be available during any given time frame. Light duty positions are not meant to be permanent job assignments and may be limited to six (6) months. The parties recognize that whether a light duty assignment will be made is within the sole discretion of the Chief of Police. This Article notwithstanding, the Village shall comply with the provisions of 775 ILCS 5/2-102(H), of the Illinois Human Rights Act.

Section 15.9 - Family and Medical Leave Act.

The Village agrees to comply with the Family and Medical Leave Act of 1993 as it may be amended from time to time and the rules and regulations issued in conjunction therewith. The parties agree that the Village may adopt such policies as may be necessary or appropriate to implement the Family and Medical Leave Act of 1993 (FMLA) -as it may be amended from time to time and the rules and regulations issued in conjunction therewith. No such policy shall be deemed to violate this Agreement if it is either mandated or legally permitted by the FMLA and the rules and regulations issued in conjunction therewith.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

ARTICLE XVI - LAYOFF AND RECALL

Section 16.1- Layoff.

The Village, in its discretion, shall determine whether layoffs are necessary. If it is determined that layoffs are necessary, employees covered by this Agreement will be laid off in accordance with their seniority as provided in 65 ILCS 5/10-2.1-18. Except in an emergency, no layoff will occur without at least twenty-one (21) calendar days' notification to the Labor Council. The Village agrees to consult the Labor Council, upon request, and afford the Labor Council an opportunity to propose alternatives to the layoff, though such consultation shall not be used to delay the layoff.

Section 16.2 - Recalls.

Employees who are laid off shall be placed on a recall list for a period of two (2) years. If there is a recall, employees who are still on the recall list shall be recalled, in the inverse order of their layoff, provided they are fully qualified to perform the work to which they are recalled.

Employees who are eligible for recall shall be given five (5) calendar days' notice of recall and notice of recall shall be sent to the employee by certified mail or registered mail, with a copy to the Labor Council. The employee must notify the Chief of Police or the Chief of Police's designee of the employee's intention to return to work within three (3) days after receiving notice of recall. The Village shall be deemed to have fulfilled its obligations by mailing the recall notice by certified mail, return receipt requested, to the mailing address last provided by the employee, it being the obligation and responsibility of the employee to provide the Chief of Police or the Chief of Police's designee with the employee's latest mailing address. If an employee fails to timely respond to a recall notice as required above, the employee's name shall be removed from the recall list.

ARTICLE XVII - EMPLOYEE DISCIPLINE

Section 17.1- Questioning.

The Village agrees to abide the provisions of Chapter 50, Section 725/1 to and including Section 725/7 of the Illinois Compiled Statutes, commonly known as the Uniform Peace Officers' Disciplinary Act ("UPODA"). The officer under interview, interrogation or questioning, whether by written or oral form, shall be entitled to be represented by a Labor Council representative at any time before or during such interview, interrogation or questioning, if the affected officer reasonably believes such interview, interrogation or questioning may lead to discipline. Reasonable time shall be afforded the officer to arrange for the presence of such representation. This Article and the provisions of the Uniform Peace Officers' Disciplinary Act shall not be subject to the grievance procedure;

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

however, alleged violations of the Act may be raised in grievance arbitrations regarding discipline, for purposes of seeking to exclude statements obtained pursuant to UPODA standards.

Section 17.2 - Discipline.

Final disciplinary authority and responsibility rests with the Chief of Police or Department designee and may be appealable only through the grievance procedure of this Agreement, commencing with Step 4. Disciplinary measures may include, except as otherwise specifically provided for elsewhere in this Agreement, the following:

(1) Counseling, with appropriate documentation thereof placed into the employee's personnel file, with a copy to the employee and the Union;

(2) Written reprimand and/or transfer (provided that where both penalties are imposed there is cause for each) with appropriate documentation thereof placed into the employee's personnel file, with a copy to the employee and the Union;

(3) Suspension without pay, not to exceed thirty (30) days, and/or transfer (provided that where both penalties are imposed there is cause for each) with appropriate documentation thereof placed into the employee's personnel file, with a copy to the employee and the Union;

(4) Discharge from service.

Section 17.3 – Causes for Termination.

In addition to other causes for termination of employment or discharge from service that are not set forth herein, the following shall be grounds for an employee to be discharged:

(1) An employee is absent exceeding the period for which a leave of absence has been granted or extended in writing, or obtains a leave of absence under false pretenses;

(2) An employee is absent for two (2) consecutive working days without notifying the Village, absent reasonable extenuating circumstances.

(3) An employee accepts other employment during a leave of absence, unless agreed to in writing by the Village; or

(4) An employee fails to report to work, after being off due to a compensable injury or accident, within two (2) working days after release by a doctor, absent reasonable extenuating circumstances.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

ARTICLE XVIII - LABOR-MANAGEMENT MEETINGS

Section 18.1- Meeting Request.

The Labor Council and the Employer agree that in the interest of efficient management and harmonious employee relations, that meetings be held if mutually agreed between Labor Council representatives and responsible administrative representatives of the Employer. Such meetings may be requested by either party at least seven (7) days in advance by placing in writing a request to the other for a "labor-management meeting" and expressly providing the agenda for such meeting. Such meetings and locations, if mutually agreed upon, shall be limited to:

1. Discussion on the implementation and general administration of this Agreement;

2. A sharing of general information of interest to the parties; or

3. Notifying the Labor Council of concerns the Employer has which may affect employees.

Section 18.2 - Content.

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure. Specific grievances being processed under the grievance procedure shall not be considered at "labor management meetings" nor shall negotiations for the purpose of altering any or all of the terms of this Agreement be carried on at such meetings.

Section 18.3 - Attendance.

Attendance at labor-management meetings shall be voluntary on the employee's part, and attendance during such meetings shall not be considered time worked for compensation purposes, except when mutually agreed upon meeting times are during the employee's regular working hours. Normally, three (3) persons from each side shall attend these meetings, schedules permitting.

ARTICLE XIX – INSURANCE

Section 19.1 - Coverage and Cost.

Officers covered by this Agreement shall receive the same group health and hospitalization and dental insurance benefits as provided to all other non-represented Village employees.

Section 19.2 - Health Insurance.

Employees shall be responsible for ten (10%) percent of the monthly premium contributions for health insurance coverage, and the Village shall be responsible for ninety (90%) percent of the monthly health

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

insurance premiums. Bargaining unit police officers will not be responsible for paying a larger percentage for monthly health insurance premiums than any other Village employees enrolled in the same Village insurance plan.

The Village agrees that no significant changes will be made to the insurance program coverage or benefits without first bargaining with the Union over whether such changes will be made, and if so, what if any other economic offsets the bargaining unit shall receive. Impasses in such bargaining shall be resolved through Section 14 of the IPLRA.

The Village shall also, to the extent required by law, make available to retired employees who are not covered by insurance through another employer, the ability to participate in its group insurance program for individual and dependent coverage, with such premiums to be paid by the retired employee. Arrangements for reimbursement of premiums to the Village shall be made with the Village Manager or the Village Manager's designee.

Nothing in this Agreement restricts the Village's right to change insurance carriers, or to self-insure, to change the method or manner of self-insurance the Village may administer, to change benefit levels as recommended to the Village Council by the Employee Insurance Advisory Committee, to participate in programs to reduce health insurance costs, or to utilize health maintenance organizations or other similar groups, provided that the coverage and economic benefits are the same for Officers under this Agreement as provided to all other non-represented employees.

If an officer leaves employment with the Village on or after the 15th of the month, the employee shall receive full benefits for the entire calendar month in which the employee left employment.

Section 19.3 - Cost Containment.

The Village reserves the right to institute cost containment measures relative to insurance coverage. Such changes may include, but are not limited to, mandatory second opinions for elective surgery, pre-admission and continuing admission review, prohibition on weekend admissions except in emergency situations, and mandatory out-patient elective surgery for certain designated surgical procedures.

Section 19.4 - Life Insurance.

Upon ratification of this Agreement, The Village shall supply each full-time employee covered by the terms of this Agreement with at least one and one-half (1 1/2) times their annual salary in term life insurance.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

Section 19.5 - Employee Insurance Advisory Committee and Village Safety Committee.

The Labor Council shall name a representative who shall participate in the Village Manager's Employee Insurance Advisory Committee. The Labor Council shall name a representative who shall participate in the Village Safety Committee.

Formatted: Not Highlight

Section 19.6 - Flexible Benefit Plan.

All officers will be permitted to participate in the Village flexible benefit plan.

Section 19.7 - Post-Employment Health Plan.

Bargaining unit members shall be eligible to participate in the Village's Post Employment Health Plan; currently the ICMA Retiree Health Savings Plan.

ARTICLE XX - UNIFORMS

The Village shall continue its current policy concerning uniform maintenance for police officers for the life of this Agreement. Each officer covered by this Agreement shall receive $600 on account annually for uniform maintenance, with such maintenance being conducted by a vendor approved by the Chief of Police. The Village shall provide a new bulletproof vest for each officer after the officer's vest has exceeded the date of the manufacturer's warranty. All Village issued bulletproof vests shall meet or exceed standards as defined by the National Institute of Justice. Each employee shall have the choice of a vest at a standard level of either IIA, II, IIIA, or III, which the employee shall select based on the employee's preference. No more than $100 can be spent for a duty bag every two (2) years. Newly hired officers shall be provided the necessary uniforms and equipment, but their clothing allowance shall be deferred twelve (12) months from their date of hire and shall be paid on a prorated basis for the balance of that fiscal year. Employees covered by this Agreement shall be allowed to roll over up to $200 from one year to the next upon request, but in no case shall funds as provided by this Article XX exceed $800 at any one time.

ARTICLE XXI - WAGES

Section 21.1 - Salary Schedules.

The salary schedules set forth in APPENDIX B shall apply.

The salary schedules provide for a 3.5% pay increase as of January 1, 2023, which shall be retroactive for all employees in the bargaining unit at the time this agreement is executed, and a 3.25% increase as of January 1, 2024. Salary increases shall only apply to steps 2 through 8 of the salary schedule in years 2023 and 2024.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

Effective January 1, 2025, employees shall receive a 2.75% increase.

On July 1, 2025, the salary schedule will be increased, if necessary, to preserve the Village's ranking in the middle of the #3 and #4 position of the comparable communities ("middle salary"). The middle salary shall be determined by calculating the average of the top base pay provided in 2025 by the comparable communities as of July 1, 2025. Comparable communities with unsettled wage terms for 2025 as of July 1, 2025 shall be assumed to have provided a 2.75% increase. If the middle salary exceeds 2.75%, the Union shall receive the middle salary adjustment retroactive to January 1, 2025. The comparable communities are Arlington Heights, Buffalo Grove, Des Plaines, Elk Grove Village, Hoffman Estates, Mount Prospect, Rolling Meadows, and Schaumburg.

New Hire Step: Upon ratification of the contract, a New Hire Step will be implemented. The New Hire Step will be assigned to all new employees not hired through the Lateral Transfer List. The new hire step will be 95% of Step 1. Upon graduation from the police training academy, the employee will advance from the New Hire Step to Step 1 of the Salary Schedule. Six months after attaining Step 1, the employee will advance to Step 2. Upon successful completion of twelve (12) months of service as a police officer, the employee will advance to Step 3.

After completion of Step 3, subsequent steps (step 4 through step 8) shall occur on an annual basis except as otherwise provided herein.

New Hire Step

	Hourly	**Annual**
2023	$36.32	$75,545.60
2024	$36.32	$75,545.60
2025	$37.32	$77,625.60

The Village intends that these salary schedules, listed in Appendix B, are anticipated to preserve the Village's ranking in the middle of the #3 and #4 position of the previous comparable communities. The Village and the Union preserve their arguments as to the appropriate ranking of Palatine's police salaries for future negotiations. A pay-step denial may be grieved, but in any arbitration the grievant must show that the denial was arbitrary and capricious.

Formatted: Not Highlight

Section 21.2 - Officers In Charge.

Any officer who is designated either orally or in writing as the "officer in charge" by any supervisor will be compensated with thirty (30) minutes of time for every sixty (60) minutes the employee acted in that capacity.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

Such time shall be compensated in compensatory time or at the overtime rate at the discretion of the Chief of Police.

Section 21.3 – Translation Reward Program.

The Translation Reward Program is intended as incentive for those who use their language skills on a regular, on-going basis throughout the year, in any department, as needed. The recognition reward of $500 will be paid in February to eligible employees who translated during the prior twelve month period. An eligible employee must first establish their proficiency level as "Advanced" through the testing process with Language Testing International. The employee can test once per year, until certified as "Advanced". Payment for the testing will be made by the Village upon approval of the Village Manager. Employees must also have met minimum performance expectations with ratings of "meets expectations" or "satisfactory" or the equivalent in all categories during the prior rating period. Employees must be actively employed and in good standing at the time the payment is made.

Section 21.4 – Specialty Pay.

Police Training Officers (PTOs) shall receive one (1) hour straight time compensation (pay or comp time) for each shift that they have a trainee assigned to them and perform service as an PTO. Forensic Technicians shall receive one-half (1/2) hour straight time compensation (pay or comp time) for each shift to which they are required to and actually perform the following activities: photograph, collect and log evidence, and submit a report of such activities.

ARTICLE XXII - LONGEVITY

Employees covered by this Agreement shall be paid longevity pay in addition to their base salaries. Longevity pay shall be included in an employee's base pay for purposes of determining an employee's overtime hourly rate of pay. The payment will occur two (2) pay periods prior to Christmas of the year the employee's longevity anniversary date occurs.

A. Longevity schedule after completion of years of service, as follows:

8 – 10 years of service	$350 annually
11 – 14 years of service	$650 annually
15 – 19 years of service	$900 annually
20 or more years of service	$1,250 annually

B. Proration at Termination:

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

In the event an employee separates in good standing prior to the longevity pay date, a prorated share of their longevity payment will be paid with the final paycheck.

C. Proration for Unpaid Leave of Absence:

Longevity will be reduced, pro rata, for unpaid leaves of absence.

ARTICLE XXIII - DRUG TESTING

Section 23.1- Prohibitions.

Employees are prohibited from consuming alcohol or possessing, selling, purchasing or delivering illegal drugs at any time during the work day or anywhere on the Employer's premises, except in accordance with duty requirements, or failing to report to their supervisor any known side effects of medication or prescription drugs which they are taking.

Section 23.2 - Time of Testing.

Where the Employer has reasonable suspicion to believe that an employee is then under the influence of alcohol or illegal drugs during the course of the work day, the Employer shall have the right to require the employee to submit to alcohol or drug testing. There shall be no random or unit-wide testing of Employees, except random testing of an individual employee as authorized in Section 23.8 below.

Section 23.3 - Order to Take Test.

The Employer shall provide the employee at the time the employee is ordered to submit to testing with a written notice of the order, setting forth the facts and inferences upon which the Employer bases its conclusion of reasonable suspicions. The employee shall have the right to consult with a Union representative and/or counsel prior to any questioning. Refusal to comply with the order to test may subject the employee to discipline, but the taking of a test shall not operate to waive any objection or rights the employee may have. No employee shall be subject to any adverse employment action, except temporary reassignment or relief from duty with pay during the pendency of any testing procedure. Such reassignment or relief from duty shall be discontinued immediately in the event of negative test results.

Section 23.4 - Tests to be Conducted.

The Employer shall use only a clinical laboratory or hospital facility that is licensed per the Illinois Central Laboratory Act, which laboratory shall comply with all NIDA standards. The Employer shall establish a chain of custody procedure to insure the integrity of samples and test results, and shall not permit the employee or any other bargaining unit member to be a part of such chain. Sufficient samples shall be collected

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

so as to permit an initial, a confirmatory test, and a subsequent test to be arranged at a facility of the employee's choosing. Confirmatory testing shall be by gas chromatography, plus mass spectrometry (GCMS) or an equivalent scientifically accurate test.

Section 23.5 - Results.

As to drug or alcohol testing, the Employer shall only be notified in the event that a sample has tested positive for a particular drug or alcohol on both the initial and confirmatory test, and any information otherwise coming into the possession or knowledge of the Employer (e.g., the insurance billings) shall not be used in any manner or forum adverse to the employee's interests. The employee shall receive a copy of all test results, information, documents and other reports received by the Employer.

Section 23.6 - Right to Contest.

If no disciplinary charges are filed, the Union and/or the employee shall have the right to contest and/or grieve any aspect of any testing under this Agreement, including the right to test, the order, the administration of the test, the significance or accuracy of the test, or the consequences of the test results. Nothing herein shall waive or limit any rights employees may have concerning such tests that may arise outside this Agreement, which the employee may pursue with or without the Union.

Section 23.7 - Voluntary Requests for Assistance.

No adverse employment action shall be taken in any manner or forum against any employee who voluntarily seeks assistance for alcohol or prescription drug related problems, other than the Employer may temporarily reassign an employee if the employee is then unfit for duty in the employee's current assignment. All such requests shall be held strictly confidential and not released or used in any manner or forum contrary to the employee's interests.

Section 23.8 - Discipline.

Except for prohibited drugs, in the first instance an employee tests positive as defined above on a drug or alcohol test, the employee may be subject to disciplinary action, but not discharge (other alleged violations may be just cause for discharge on their own merits, but test results shall not be a factor in aggravation), provided that the employee participates in an appropriate treatment program determined by the employee's physician, discontinues the employee's use of prohibited drugs or abuse of alcohol, and submits to random testing as directed by the employee's counselors in an appropriate after care program. Employees who do not comply with the conditions of this Section, or who test positive for the second time, shall be subject to dismissal. Employees who are unfit to

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

perform reasonable duties to which they may be assigned during the period of their treatment and after care shall be permitted to take accumulated time off and shall be afforded a leave of absence upon request for the period of counseling and after care, at the option of the employee.

ARTICLE XXIV - FIRE AND POLICE COMMISSION

The parties recognize that the Fire and Police Commission of the Village of Palatine has certain statutory authority over employees covered by this Agreement, including but not limited to the right to make, alter and enforce rules and regulations. Except for those provisions specifically identified in this Agreement (i.e., probationary period, discipline, etc.), nothing in this Agreement is intended in any way to replace or diminish the authority of the Police and Fire Commission.

Every newly hired officer will receive a current copy of the rules and regulations of the Palatine Fire and Police Commission. A copy of these rules and regulations will be kept at the Police Department in an area accessible to all police officers who are covered by these rules and regulations.

ARTICLE XXV - IMPASSE RESOLUTION

The resolution of any bargaining impasse shall be in accordance with the Illinois Public Labor Relations Act, as amended (Chapter 5, Section 315/1). If interest arbitration is invoked pursuant to said Act, the arbitrator shall be selected in accordance with the selection procedure set forth in Article 6, Section 4, of this Agreement and the parties shall simultaneously exchange final offers on each issue legitimately in dispute at least seven (7) days prior to the first day of the hearing.

ARTICLE XXVI - MAINTENANCE OF ECONOMIC BENEFITS

All economic benefits which are not set forth in this Agreement and are currently in effect shall continue and remain in effect until such time as the Village shall notify the Labor Council of its intention to change them. Upon such notification, and if requested by the Labor Council, the Village shall meet and discuss such change before it is finally implemented by the Village. Any change made without such notice shall be considered temporary pending the completion of such meet and confer discussions. If the Labor Council becomes aware of such a change and has not received notification, the Labor Council must notify the Village as soon as possible and request discussions if such discussion are desired. The failure of the Labor Council to request discussions shall act as a waiver of the right to such discussions by the Labor Council.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

ARTICLE XXVII - SAVINGS CLAUSE

If any provision of this Agreement, or the application of any such provision, should be rendered or declared invalid by any court action or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall remain in full force and effect. The parties shall attempt to renegotiate the invalidated provision.

ARTICLE XXVIII - ENTIRE AGREEMENT

This Agreement constitutes the complete and entire agreement between the parties, and concludes collective bargaining between the parties for its term. This Agreement supersedes and cancels all prior practices and agreements, whether written or oral, which conflict with the express terms of this Agreement. If a past practice is not addressed in the Agreement, it may be changed by the-Employer as provided in the management rights clause.

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law or ordinance from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement.

ARTICLE XXIX - TERMINATION

This Agreement shall be effective on January 1, 2023, and shall remain in full force and effect until 11:59 p.m. on December 31, 2025. It shall be automatically renewed from year to year thereafter unless notice of renegotiation is given in writing by certified letter to either party no earlier than one hundred eighty (180) calendar days prior, and no later than sixty (60) days prior to the expiration date.

In the event that either party desires to terminate this Agreement, written notice must be given to the other party not less than ten (10) days prior to the desired termination date which shall not be before the anniversary date set forth in the preceding paragraph.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

EXECUTED this _____ day of _____ , 2023

VILLAGE OF PALATINE	FRATERNAL ORDER OF POLICE LABOR COUNCIL/PALATINE LABOR COUNCIL NO. 158
_____	_____
Mayor Attest:	
_____	_____
Village Clerk	
	_____
	_____

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

APPENDIX A

FRATERNAL ORDER OF POLICE
PALATINE LABOR COUNCIL N0.158

CHECK-OFF AUTHORIZATION

Although I am aware that I am not required to sign any dues or other fee check-off assignments, or any other Fraternal Order Police form, nevertheless, I desire voluntarily to sign and be bound by the provision of this Check-Off Authorization.

I hereby voluntarily authorize and direct the Village of Palatine to deduct from my salary and to pay and forward to said Labor Council (or any successor Labor Council designated by the State Labor Council Fraternal Order of Police) such dues and fees uniformly required to acquire and retain membership in the Labor Council (or any successor Labor Council as described above), in accordance with the written notice filed by the Labor Council with the Village.

The sums which I have authorized to be checked of should be deducted from my salary each pay period. I am aware that this check-off authorization cannot be canceled by me for the life of the Agreement currently in effect. I am also aware that the Labor Council may change the fixed uniform dollar amount once each year upon sixty (60) days' notice to the Village.

Signature _____

NAME (Printed) _____

HOME ADDRESS _____

CITY AND STATE _____ ZIP _____

HOME PHONE _____

SOCIAL SECURITY NO. _____

DATE _____

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

APPENDIX B - WAGE SCHEDULE

VILLAGE OF PALATINE
POLICE UNION
SALARY SCHEDULE

CALENDAR YEAR 2023

	Police Officer (PDU-01)	
	Hourly	Annual
Step 1	38.23	79,518.40
Step 2	41.48	86,278.40
Step 3	44.77	93,121.60
Step 4	46.92	97,593.60
Step 5	49.17	102,273.60
Step 6	51.53	107,182.40
Step 7	53.33	110,926.40
Step 8	55.20	114,816.00

CALENDAR YEAR 2024

	Police Officer (PDU-01)	
	Hourly	Annual
Step 1	38.23	79,518.40
Step 2	42.82	89,065.60
Step 3	46.22	96,137.60
Step 4	48.44	100,755.20
Step 5	50.77	105,601.60
Step 6	53.21	110,676.80
Step 7	55.07	114,545.60
Step 8	57.00	118,560.00

CALENDAR YEAR 2025

	Police Officer (PDU-01)	
	Hourly	Annual
Step 1	39.28	81,702.40
Step 2	44.02	91,561.60
Step 3	47.51	98,820.80
Step 4	49.79	103,563.20
Step 5	52.18	108,534.40
Step 6	54.68	113,734.40
Step 7	56.59	117,707.20
Step 8	58.57	121,825.60

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

APPENDIX C - LETTER OF UNDERSTANDING

The parties agree that all applicable General Orders and any other applicable Village rules and regulations will be revised to increase the meal allowance for members of the bargaining unit to ten dollars a day for breakfast, ten dollars a day for lunch and twenty dollars a day for dinner.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

APPENDIX D – GRIEVANCE FORM

LODGE NUMBER_____
YEAR_____
GRIEVANCE NUMBER_____

GRIEVANCE (Use additional sheets where necessary)

Department_____ Date Filed_____

Grievant's Name_____
Last First MI

STEP ONE

Date of Incident or Date Knew of Fact Giving Rise to Grievance:_____

Article(s) and Sections of Contract Violated:_____

Briefly state the facts:_____

_____

_____

Remedy Sought:_____

_____

Given To:_____ Date/Time:_____

_____ _____
Grievant's Signature **FOP Representative Signature**

EMPLOYER'S STEP ONE RESPONSE

_____

_____

_____ _____
Employer Representative Signature **Position**

_____ _____
Person to Whom Response Given **Date**

STEP TWO

Reasons for Advancing Grievance:_____

_____

_____

Given To:_____ Date/time:_____

_____ _____
Grievant's Signature **FOP Representative Signature**

EMPLOYER'S STEP TWO RESPONSE

_____ _____
Employer Representative Signature **Position**

_____ _____
Person to Whom Response Given **Date**

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

STEP THREE

Reasons for Advancing Grievance:_____

_____

Give To:_____ Date/Time:_____

_____ _____

Grievant's Signature **FOP Representative Signature**

EMPLOYER'S STEP THREE RESPONSE

_____

_____

_____

_____ _____

Employer Representative Signature **Position**

_____ _____

Person to Whom Response Given **Date**

STEP FOUR

Reasons for Advancing Grievance:_____

_____

Given To:_____ Date/Time:_____

_____ _____

Grievant's Signature **FOP Representative Signature**

EMPLOYER'S STEP FOUR RESPONSE

_____

_____

_____

_____ _____

Employer Representative Signature **Position**

_____ _____

Person to Whom Response Given **Date**

REFERRAL TO ARBITRATION BY ILLINOIS FOP LABOR COUNCIL

_____ _____

Person to Whom Referral Given **Date**

_____

FOP Labor Council Representative

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

APPENDIX E - SIDE LETTER UNDERSTANDINGS

3. Work Schedule

(a) The employer agrees to not move the entire patrol workforce from the current 05 permanent shift system unless for operational necessity. The employer reserves the right to move certain groups of 3 officers (1 officer from each shift) to rotating shifts if those officers so desire, or to accommodate the assignment of probationary officers. The employer also reserves the right to select the shift of those officers who receive a below standard annual evaluation and continue that below standard performance for an additional ¾ of a year. In the event a new Chief of Police is appointed and the new Chief of Police desires to make a change in the permanent shift system that is currently in place, the Union shall have the right to negotiate over the subject of permanent shifts.

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

APPENDIX F- SIDE LETTER OF UNDERSTANDING REGARDING 2023 VACATION

Upon ratification, Officers will receive a one-time deposit of vacation, based on Seniority Date as Police Officer. The one-time deposit must be used no later than December 31, 2024. The actual hours deposited are as follows:

- Those hired prior to January 1, 2010 will receive 32 hours.
- Those hired between January 2, 2010 and December 31, 2016 will receive 8 hours.

In addition, those who have anniversary dates in 2023:

Hire Date	**Hours Accrued**
3/26/2018	30.0006 hours
9/10/2018	13.3336 hours
9/8/2017	40.0000 hours
10/16/2017	40.000 hours
12/28/2017	40.000 hours
4/1/2013	6.0003 hours
6/21/2013	4.0002 hours
6/24/2013	4.0002 hours
7/6/2004	12.0000 hours

Formatted: Font: Bold

Attachment: Palatine-FOP 23-25 CBA (Police FOP Contract Agremeent 2023-2025)

Consider an Ordinance Reserving Volume Cap in Connection with Private Activity Bond Issues and Related Matters

BACKGROUND:

The Village receives an annual allocation (volume cap) through the State to be allocated to tax exempt private activity bonds. Generally, these bonds are used for financially-assisted housing programs or industrial type projects. The bonds are privately placed, but allow the business to receive the equivalent of tax exempt rates.

The volume cap is $120 per capita based upon a population (66,321) determined by the State, thus Palatine's CY 2023 allocation is $7,958,520. Reservation ordinances must be adopted and filed with the State by the first week of May each year.

KEY ISSUES:

- If the Village does not reserve its volume cap, the funds revert to the State and we lose any ability to benefit from the funds. To date there have been no requests for the volume cap for industrial projects.
- As happened last year, the Village has received a request to transfer its volume cap allocation to the Town of Normal, McLean County, Illinois in connection with a Mortgage Credit Certificate program for first-time home buyers. The Village previously entered into an Intergovernmental Agreement with Normal regarding the program. This Agreement is still active, thus no additional actions/approvals will be required.
- In the last three years, 46 first-time homebuyers have utilized the program to buy a home in Palatine.

ALTERNATIVES:

1. Approve the ordinance.
2. Do not approve the ordinance.

RECOMMENDATION:

Staff recommends approval of the ordinance reserving the Village's volume cap.

ACTION REQUIRED:

Motion to approve an ordinance reserving volume cap in connection with private activity bond issues and related matters.

ATTACHMENTS:

- 2023 Volume Cap Ordinance
- Volume Cap Signed Letter Report 2023 VOP
- Volume Cap 2023 Signed Affidavid VOP
- 2023 Assist MCC Flyer

- Assist Originations in Palatine2023

ORDINANCE NO. _____

AN ORDINANCE APPROVING THE TRANSFER AND REALLOCATION OF VOLUME CAP IN CONNECTION WITH PRIVATE ACTIVITY BOND ISSUES, AND RELATED MATTERS.

WHEREAS, the City of Peoria, Peoria County, Illinois (the *"Municipality"*) is a municipality and a home rule unit of government under Section 6 of Article VII of the 1970 Constitution of the State of Illinois; and

WHEREAS, Section 146 of the Internal Revenue Code of 1986, as amended (the *"Code"*), provides that the Municipality has volume cap equal to $120 per resident of the Municipality in calendar year 2023, which volume cap may be allocated to certain tax-exempt private activity bonds; and

WHEREAS, the Illinois Private Activity Bond Allocation Act, 30 *Illinois Compiled Statutes*, 345/1 *et seq.*, as supplemented and amended (the *"Act"*), provides that a home rule unit of government may transfer and reallocate its allocation of volume cap to any other home rule unit of government, the State of Illinois or any agency thereof or any non-home rule unit of government; and

WHEREAS, it is now deemed necessary and desirable by the Municipality to transfer its entire volume cap allocation for calendar year 2023 to the Town of Normal, McLean County, Illinois (the *"Issuer"*) to be applied toward the issuance of single family mortgage revenue bonds by the Issuer (the *"Bonds"*) or for such other purpose permitted by this Ordinance.

NOW, THEREFORE, Be It Ordained by the Village of Palatine, Cook County, Illinois, as follows:

Section 1. Pursuant to Section 146 of the Code and the Act, the entire volume cap of the Municipality for calendar year 2023 is hereby transferred and reallocated to the Issuer, which shall issue the Bonds using such transfer of volume cap, without any further action required on the part of the Municipality, and the adoption of this Ordinance shall be deemed to be an allocation of such volume cap to the issuance of the Bonds or other private activity bonds or mortgage credit certificates.

Section 2. The Municipality and the Issuer shall maintain a written record of this Ordinance in their respective records during the term that the Bonds or any other such bonds to which such volume cap is allocated remain outstanding.

Section 3. The Mayor, the City Clerk and all other proper officers, officials, agents and employees of the Municipality are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents and certificates as may be necessary to further the purposes and intent of this Ordinance.

Section 4. The provisions of this Ordinance are hereby declared to be separable, and if any section, phrase or provision of this Ordinance shall for any reason be declared to be invalid, such declaration shall not affect the remainder of the sections, phrases and provisions of this Ordinance.

Section 5. All ordinances, resolutions or orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded; and that this Ordinance shall be in full force and effect upon its adoption and approval.

Presented, passed, approved and recorded this ___ day of _____, 2023.

Approved:

_____
Mayor

[Seal]

Attest:

_____
City Clerk

Ayes: _____

_____

Nays: _____

Absent or Not Voting: _____

Attachment: 2023 Volume Cap Ordinance (2023 Volume Cap)

VILLAGE OF PALATINE
Est. 1866

200 E. Wood Street · Palatine, IL · 60067
Telephone: (847) 359-9050 · Fax (847) 359-9094
www.palatine.il.us

Reid Ottesen
Village Manager

REPORT OF ALLOCATION GRANTED BY HOME-RULE UNITS

April 04, 2023

Office of the Governor
Governor's Office of Management and Budget
555 W Monroe Street - Suite 1500 S GOMB
Chicago, IL 60661
Attn: Sophia Ronis

ATTENTION: Debt Management Unit

Re: Village of Palatine
Total 2023 Volume Cap Allocation: $7,958,520

Volume Cap allocations granted, transferred, or reserved by Issuer resolution prior to May 1, 2023:

If reallocated to another issuer, state name of issuer: Town of Normal, Illinois.

Copies of allocation resolution or ordinances are attached.

Total Allocation Granted or Reallocated: $7,958,520.

Sincerely,

Reid T. Ottesen
Village Manager
Village of Palatine, IL

Attachment: Volume Cap Signed Letter Report 2023 VOP (2023 Volume Cap)

AFFIDAVIT RELATING TO VOLUME CAP REALLOCATION

Village of Village, Cook County, Illinois (the "Municipality") is a home rule unit of local government and a public agency of the State of Illinois and has reallocated $7,958,520 of private activity bond volume cap allocated to the Municipality in calendar year 2023 (the "Reallocated Volume Cap") to the Town of Normal, McLean County, Illinois ("Normal"). In connection therewith, the Municipality makes the following certifications:

1. The Reallocated Volume Cap was properly allocated to the Municipality for calendar year 2023 and properly reallocated to Normal as authorized by an Ordinance or Resolution duly adopted by the governing body of the Municipality.

2. During calendar year 2023, the Municipality has not (a) applied the reallocated Volume Cap to any issuance of tax-exempt bonds, (b) made any election not to issue qualified mortgage bonds, or (c) surrendered or reallocated the Reallocated Volume Cap to any other political subdivisions within the State of Illinois.

3. The Municipality provided notice to the Governor's Office of the reallocation of the Reallocated Volume Cap to Normal in accordance with the Illinois Private Activity Bond Allocation Act, as amended, and the Guidelines and Procedures issued by the Governor's office under such Act.

Dated: April 10, 2023

VILLAGE OF PALATINE, COOK COUNTY, ILLINOIS

By: _____
Name: Reid Ottesen
Title: Village Manager

Attachment: Volume Cap 2023 Signed Affidavid VOP (2023 Volume Cap)

Assist
Homeownership Program

Utilizing a two-pronged approach to assist homebuyers, the program is sponsored by communities throughout the state to promote home ownership. The home buyer assistance feature of the Assist program provides families with funds to pay all or most of their closing costs and down payment, enabling families with good credit but little available capital to buy their home. The mortgage credit certificate ("MCC") feature reduces the homebuyer's ongoing cost of borrowing whenever market conditions result in uncompetitive interest rates for loans funded in the tax-exempt bond market.

Overview

- Communities join together through an Inter-governmental Cooperation Agreement
- Home rule communities may contribute private activity bond volume cap to support either a tax-exempt bond issuance or the MCC feature
- Non-home rule communities apply for volume cap from the State
- No financial contribution or commitment required from any participant
- Any Illinois municipality can participate

Loan Funding

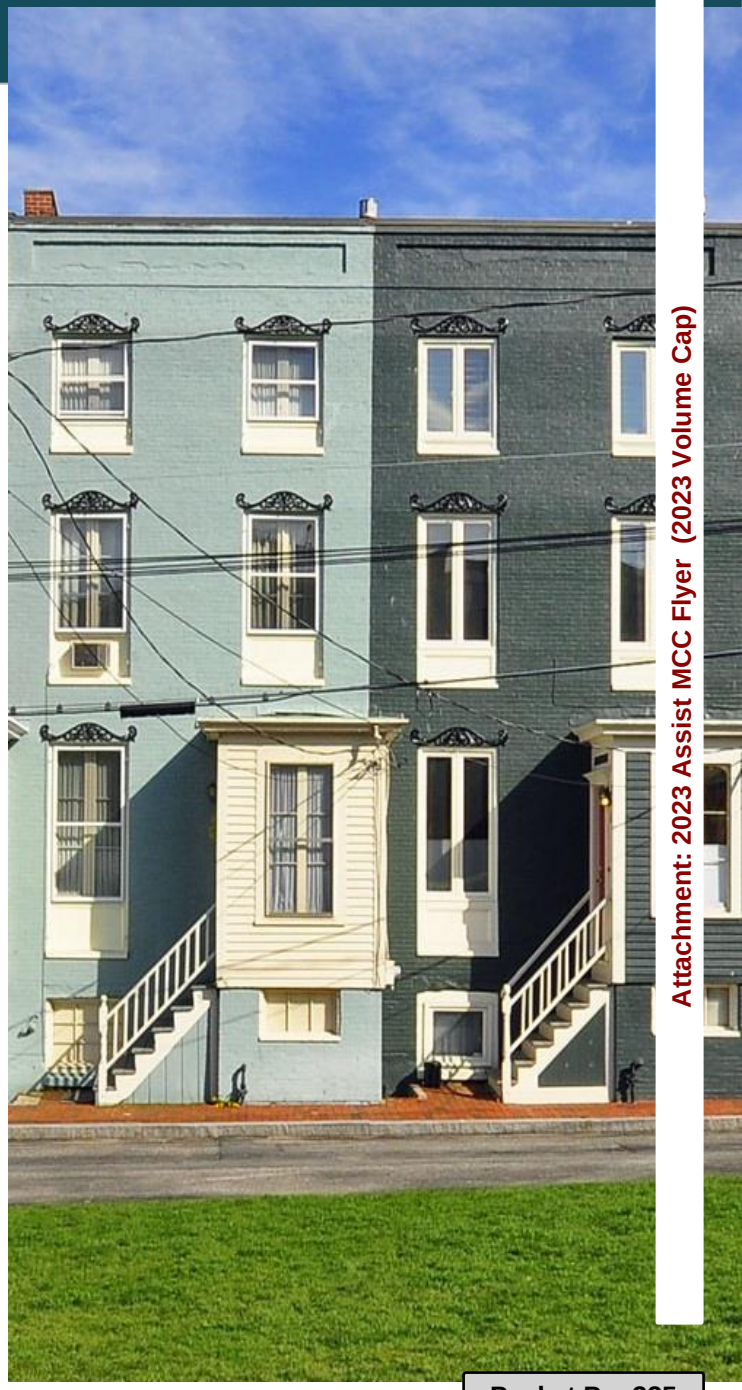
- Loans are funded with proceeds of tax-exempt bonds or through the direct sale of taxable mortgage-backed securities based on the sale method providing the lowest interest rate
- The bonds and securities are sold at a premium, a price greater than their face amount, which provides funding for the home buyer assistance
- Proceeds are used to make the home loans and fund the assistance
- The bonds and securities are not a debt of the municipalities or paid from any participating community's funds, and are secured only with loans on the homes purchased

Loan Description

- 30 year fixed rate loans
- FHA/VA/RDA (640 minimum credit score) and Conventional (660 minimum credit score) loans are available
- Assist pays 3% to 7% cash grant to qualifying home buyers to fund closing costs and down payment assistance.

Attachment: 2023 Assist MCC Flyer (2023 Volume Cap)

Assist Homeownership Program



Qualifying Homebuyers

- Will occupy the home as their residence
- Meet income and purchase price guidelines

Mortgage Credit Certificates

- MCC's are a federally authorized program created as an alternative to tax-exempt housing bonds to reduce effective interest costs for qualifying homebuyers
- MCC's allow the homebuyer to qualify for a federal income tax credit equal to a percentage of the interest paid on their home loan each year
- MCC holders still qualify for a regular deduction of the remaining interest paid on their home loan

	Without MCC	With MCC
Mortgage Amount	$100,000	$100,000
Mortgage Interest Rate	4.50%	4.50%
Monthly Mortgage Payment (first year interest = $4,467.00)	$506.69	$506.69
MCC Rate	N/A	35%
Monthly Credit Amount (First Year Average) (35% of $4,467.00 is first year credit)	N/A	$130.29
"Effective" Monthly Mortgage Payment	$506.69	$376.40

Assist Advantages

- Provides additional home ownership opportunities in each community
- Home ownership provides added stability in a community
- Serves the large segment of potential home buyers who qualify for loans but lack funds for a down payment and closing costs
- Strategic alliance with lenders throughout the state
- Customized marketing in each municipality
- No out-of-pocket expense to any community to participate

Assist

INCOME AND PURCHASE PRICE LIMITS

COUNTY NAME	INCOME LIMITS				PURCHASE PRICE LIMITS	
	Targeted		Non-Targeted			
	1 or 2 People	3 or More People	1 or 2 People	3 or More People	Targeted	Non-Targeted
BOONE	NA	NA	$95,100	$109,365	NA	$349,525
COOK	$125,040	$145,880	$104,200	$119,830	$427,198	$349,525
CHAMPAIGN	$114,120	$133,140	$95,100	$109,365	$427,198	$349,525
DEKALB	$116,160	$135,520	$96,800	$111,320	$427,198	$349,525
DUPAGE	NA	NA	$104,200	$119,830	NA	$349,525
KANE	$125,040	$145,880	$104,200	$119,830	$427,198	$349,525
KENDALL	NA	NA	$114,100	$131,215	NA	$349,525
LAKE	$125,040	$145,880	$104,200	$119,830	$427,198	$349,525
LASALLE	$114,120	$133,140	$95,100	$109,365	$427,198	$349,525
McLEAN	$125,040	$145,880	$104,200	$119,830	$427,198	$349,525
ST. CLAIR	$114,120	$133,140	$95,100	$109,365	$427,198	$349,525
SANGAMON	$114,480	$133,560	$95,400	$109,710	$427,198	$349,525
WILL	$125,040	$145,880	$104,200	$119,830	$427,198	$349,525
WINNEBAGO	$114,120	$133,140	$95,100	$109,365	$427,198	$349,525
OTHER PROGRAM AREAS	$114,120	$133,140	$95,100	$109,365	$427,198	$349,52

Attachment: 2023 Assist MCC Flyer (2023 Volume Cap)

Assist

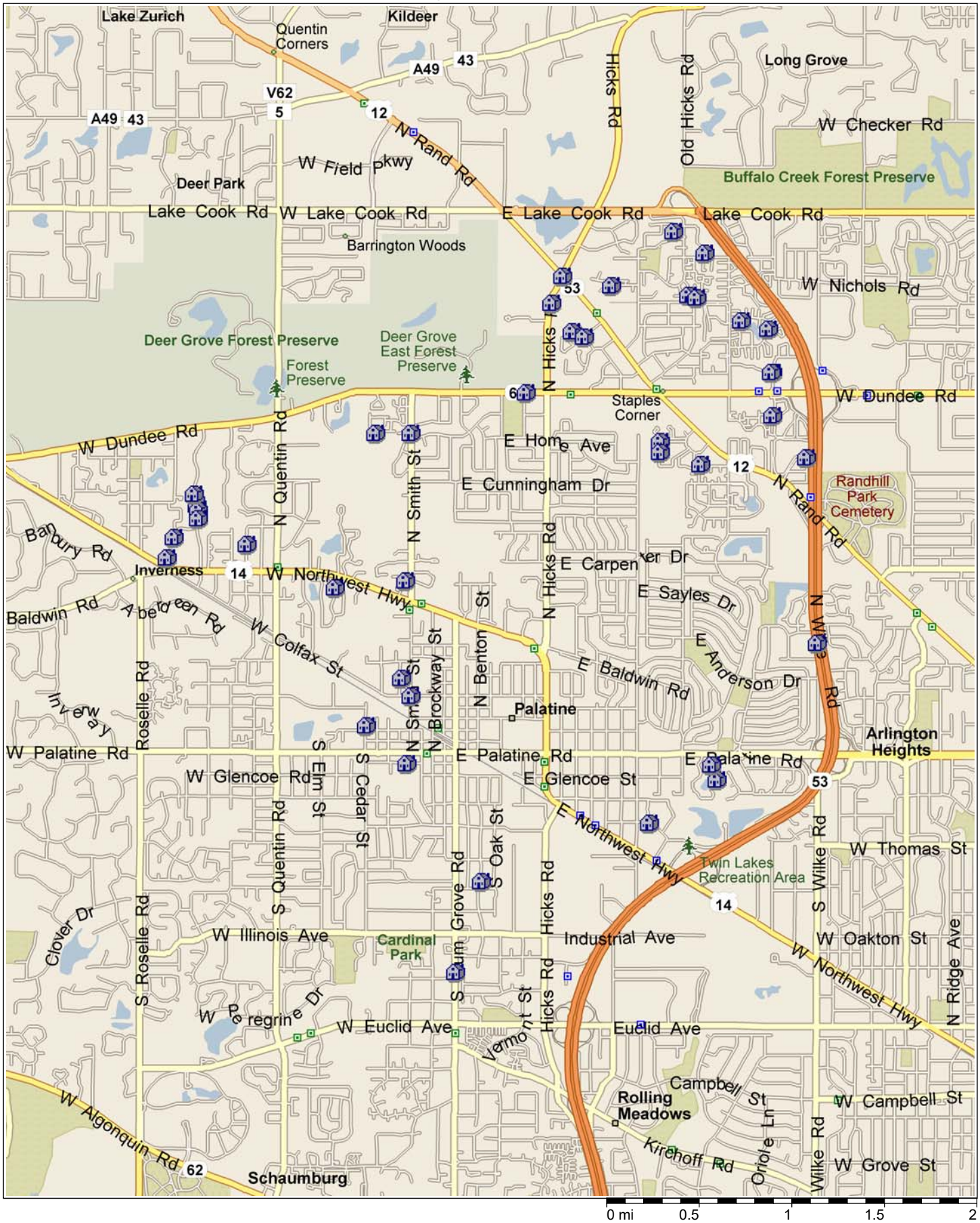
PARTICIPATING COMMUNITIES

City of Aurora
Village of Arlington Heights
Village of Bartonville
City of Belleville
City of Belvidere
Village of Bridgeview
City of Champaign
City of Charleston
City of Collinsville
City of Crest Hill
Village of Creve Coeur
City of Decatur
City of East Moline
City of East Peoria
City of Edwardsville
Village of Godfrey
City of Joliet
Village of Justice
City of LaSalle
City of Lockport
City of Loves Park
Village of Machesney Park
Village of Marquette Heights
City of Mattoon
Village of Mendota
Village of Minooka
Village of Montgomery
City of Naperville
Town of Normal
Village of Orland Park
City of Pekin
City of Peoria
Village of Peoria Heights
City of Peru
City of Rochelle
City of Rockford
Village of Rockton
Village of Romeoville
Village of Schaumburg
Village of Shorewood
City of South Beloit
City of Springfield
City of Urbana
City of Washington
City of Wood River
Village of Yorkville

County of Boone
County of Champaign
County of Cook
County of Coles
County of DeKalb
County of DeWitt
County of Fulton
County of Grundy
County of Kankakee
County of Kendall
County of Lake
County of Loga
County of Macon
County of Madison
County of McLean
County of Ogle
County of Peoria
County of Rock Island
County of Tazewell
County of Will
County of Winnebago

Attachment: 2023 Assist MCC Flyer (2023 Volume Cap)

Assist Originations in Palatine



Copyright © and (P) 1988–2006 Microsoft Corporation and/or its suppliers. All rights reserved. http://www.microsoft.com/streets/
Portions © 1990–2006 InstallShield Software Corporation. All rights reserved. Certain mapping and direction data © 2005 NAVTEQ. All rights reserved. The Data for areas of Canada includes information taken with permission from Canadian authorities, including: © Her Majesty the Queen in Right of Canada, © Queen's Printer for Ontario. NAVTEQ and NAVTEQ ON BOARD are trademarks of NAVTEQ. © 2005 Tele Atlas North America, Inc. All rights reserved. Tele Atlas and Tele Atlas North America are trademarks of Tele Atlas, Inc.

Attachment: Assist Originations in Palatine2023 (2023 Volume Cap)

VILLAGE OF PALATINE, COOK COUNTY, ILLINOIS
Illinois Assist Down Payment Assistance Program Loan Originations

	CITY	STATE	ZIP	LOAN AMOUNT
1 .	PALATINE	IL	60074	$122,400
2 .	PALATINE	IL	60067	$147,050
3 .	PALATINE	IL	60067	$165,850
4 .	PALATINE	IL	60067	$156,025
5 .	PALATINE	IL	60074	$232,320
6 .	PALATINE	IL	60074	$126,500
7 .	PALATINE	IL	60067	$174,050
8 .	PALATINE	IL	60067	$157,440
9 .	PALATINE	IL	60074	$180,352
10 .	PALATINE	IL	60074	$148,800
11 .	PALATINE	IL	60074	$163,588
12 .	PALATINE	IL	60074	$169,041
13 .	PALATINE	IL	60074	$146,321
14 .	PALATINE	IL	60074	$129,600
15 .	PALATINE	IL	60074	$135,045
16 .	PALATINE	IL	60067	$147,200
17 .	PALATINE	IL	60074	$174,400
18 .	PALATINE	IL	60074	$147,668
19 .	PALATINE	IL	60074	$134,800
20 .	PALATINE	IL	60074	$212,325
21 .	PALATINE	IL	60074	$137,800
22 .	PALATINE	IL	60074	$206,400
23 .	PALATINE	IL	60074	$174,150
24 .	PALATINE	IL	60067	$120,960
25 .	PALATINE	IL	60067	$122,880
26 .	PALATINE	IL	60067	$260,600
27 .	PALATINE	IL	60074	$147,500
28 .	PALATINE	IL	60074	$116,078
29 .	PALATINE	IL	60074	$136,320
30 .	PALATINE	IL	60067	$185,280
31 .	PALATINE	IL	60067	$170,000
32 .	PALATINE	IL	60074	$154,127
33 .	PALATINE	IL	60067	$179,200
34 .	PALATINE	IL	60067	$162,000
35 .	PALATINE	IL	60074	$114,151
36 .	PALATINE	IL	60074	$158,013
37 .	PALATINE	IL	60067	$237,500
38 .	PALATINE	IL	60074	$163,200
39 .	PALATINE	IL	60067	$162,000
40 .	PALATINE	IL	60067	$151,320
41 .	PALATINE	IL	60067	$159,950

Attachment: Assist Originations in Palatine2023 (2023 Volume Cap)

VILLAGE OF PALATINE, COOK COUNTY, ILLINOIS
Illinois Assist Down Payment Assistance Program Loan Originations

	CITY	STATE	ZIP	LOAN AMOUNT
42 .	PALATINE	IL	60067	$143,560
43 .	PALATINE	IL	60067	$190,080
44 .	PALATINE	IL	60074	$165,300
45 .	PALATINE	IL	60067	$172,050
46 .	PALATINE	IL	60067	$159,950
			Total:	**$7,421,144**
			Average:	**$161,329**

Attachment: Assist Originations in Palatine2023 (2023 Volume Cap)

Consider a Motion Authorizing the Village Manager to Purchase a Truck Mounted Sewer Jetter

BACKGROUND:
As part of the 2023 Capital Equipment Replacement Budget, the Village Council has appropriated $350,000 in funds for the replacement of a 2008 Tow-Behind Jetter Trailer (E-639). The jetter is recommended for replacement after an inspection, evaluation, and life-cycle cost analysis.

The existing jetter is 15 years old and has 1,316 hours. This jetter is scheduled to be replaced at the 15 year service life. This piece of equipment is currently used in warmer seasons only due to freezing hazards. It is responsible for sewer line maintenance and sewer line blockage mediation. This unit is the only one of its kind that we own. In its current condition, it is more suited for occasional use as to not jeopardize its reliability and equipment companies are very interested in a trade-in credit. The Utilities Division responds to a yearly average of 750 feet of backup related flushing calls per year and also maintenance flushes over 140,000 feet of sanitary and storm sewers. The recently adopted goal for maintenance flushing is 200,000 feet. It is crucial for this piece of equipment to be reliable and efficient.

KEY ISSUES:

- Staff researched availability of jetter/flusher units and determined the most efficient and safest units were truck mounted flushers. A truck mounted flusher is completely self-contained in that it holds 1,500 gallons of water, all flushing/cutting tools, and up to 1,000 feet of pressure hose. Our current flushing trailer holds only 500 gallons of water and 500 feet of hose. Self-contained truck mounted flushers can also be operated year-round, even in the harshest of temperatures, and can be completely winterized before parking for the night. A separate truck does not have to be used to pull the trailer and carry the water tank, freeing up a truck for snow and ice operations and allowing a crew to be more quickly deployed in emergencies. Finally, truck mounted flushers offer more protection for the operators, more ease of maneuverability, and lessen the noise for operators and residents.
- Currently, there are six known companies that offer a truck mounted flusher. After contact was made by our team, three companies responded with interest: Standard Equipment Company with the Vactor Ramjet; RNOW, Incorporated with the Super Products SuperJET; and Brown Equipment Company with the Sewer Equipment Company of America 800-HPR-ECO. All three companies provided a Sourcewell Contract Quote following the specifications from the Fleet and Utilities teams and came to Palatine with demo units. Unfortunately, RNOW was not able let our operators use the unit in a flushing operation. Standard Equipment and Brown Equipment gave presentations of their trucks and let our Utilities operators run the units in a Palatine sewer.
- Staff recommends the Sewer Equipment Company of America 800-HPR-ECO Series IV Jetter Truck with a 1” Hydraflex nozzle option for $302,857. This truck is manufactured in Dixon, Illinois and sold by Brown Equipment Company. Both the Utilities and Fleet divisions prefer the SECA brand due to the simplicity of use, ease of maintenance, ability to operate in winter, and knowledge of company staff. The choice not only met our specifications, but excelled when

used in the field. The major outstanding features were a pump system that was easier to access, pump capabilities with no surge in pressure, non-freezing gauges, closable heated pump enclosure, and 360 degree access to the hose reel.

- The disadvantages of the competitive units were noted. The high cost ($335,929) and long distance for warranty work on the SuperJET product were worrisome. We were also unable to use the demo or make any contact with nearby towns that own one. The Vactor Ramjet is a popular choice in the area, but staff voted against it due to higher cost ($320,881), more complicated use, difficulty of repair, and size of unit. The unheated enclosure also swayed us to look further.
- The model chosen is also Sewer Equipment's ECO model which reduces idle time and runs the pump at a lower engine speed reducing exhaust emissions and its carbon footprint. A choice such as this is offsetting our unavoidable CO2 emissions and is a practical and immediate way to take ownership of the Village's personal contribution to climate change.
- Staff also requested a trade-in option on the existing machine as we did not feel it would receive favorable bids in an auction setting. Comparable sales listings for a similar machine are auctioning with a range of $750 to $7,000. Brown Equipment offered $7,500 as a trade-in allowance.

ALTERNATIVES:

1. Authorize the Village Manager to purchase one Sewer Equipment Company of America 800-HPR-ECO Series IV Jetter Truck.
2. Refer back to Staff with comments.

RECOMMENDATION:

Staff recommends authorizing the Village Manager to purchase one Sewer Equipment Company of American 800-HPR-ECO Series IV Jetter Truck with options through the Sourcewell Contract from Brown Equipment in the amount of $302,857. Staff also recommends the Village Council approve the trade-in of the existing 2008 Sewer Equipment Company of America 747-FR2000 Tow-Behind Jetter Trailer to Brown Equipment for a credit of $7,500, for a net purchase price of $295,357.

BUDGET IMPACT:

Funds in the amount of $350,000 have been appropriated in the Capital Equipment Replacement Budget to accommodate this purchase.

ACTION REQUIRED:

Motion to authorize the Village Manager to purchase one Sewer Equipment Company of American 800-HPR-ECO Series IV Jetter Truck with options through the Sourcewell Contract #101221-SCA from Brown Equipment Company of Evansville, Indiana in the amount of $302,857 and authorize the trade-in of the existing 2008 Sewer Equipment Company of America 747-FR2000 Tow-Behind Jetter Trailer to Brown Equipment Company for a credit of $7,500, for a net purchase price of $295,357.

ATTACHMENTS:

- Truck Mounted Sewer Jetter Memorandum

- Brown Equipment Quote
- Sewer Equipment Company of America Model 800 Series IV Brochure

VILLAGE OF PALATINE
Department of Public Works
148 West Illinois Avenue
Palatine, IL 60067
847-705-5200

MEMORANDUM

To: Matt Barry-Director of Public Works

From: Jim Keats-Fleet Services Coordinator

Adam Begale-Superintendent, Jim Hrycko-Utilities Coordinator

Date: 03/22/2023

Subject: Capital Replacement of E-639 2008 Sewer Equipment Co. Jetter Trailer

---

Issue:

As part of the capital replacement budget for CY 2023, the Village Council has appropriated $350,000 in funds for the replacement of the 2008 Sewer Equipment Company of America (SECA) Tow-Behind Jetter Trailer. The existing jetter is 15 years old and has 1316 hours. This jetter is scheduled to be replaced at the 15 year service life.

This piece of equipment is currently used in warmer seasons only due to freezing hazards. It is responsible for sewer line maintenance and sewer line blockage mediation. This unit is the only one of its kind that we own. In its current condition it is more suited for occasional use as to not jeopardize its reliability. In its current condition, equipment companies are very interested in a trade-in credit. The Village's Utilities Division responds to a yearly average of 750 feet of backup related flushing calls per year. The Utilities Division also maintenance flushes over 140,000 feet of sanitary and storm sewers. The recently adopted goal for maintenance flushing is 200,000 feet. It is crucial for this piece of equipment to be reliable and efficient.

Analysis:

With the help of the Fleet and Utilities divisions of Public Works, research has been performed to collect any data and availability of jetter/flusher units. With the goal of 200,000 feet per year and the added calls for emergency blockages, we felt the most efficient and safest units to study were truck mounted flushers. A truck mounted flusher is completely self-contained in that it holds 1500 gallons of water, all flushing/cutting tools, and up to 1000 feet of pressure hose. Our current flushing trailer holds only 500 gallons of water and 500 feet of hose. Most importantly, a self-contained truck mounted flusher can be operated year-round and even in the harshest of temperatures. It can be completely winterized before parking for the night. Another added bonus of a truck mounted flusher is that a separate truck does not have to be used to pull the trailer and carry the water tank. This not only frees up a truck for snow and ice operations, but a crew can be more quickly deployed in times of emergency. Finally, a truck mounted flusher is safer. A truck mounted flusher offers more protection for the operators, more ease of maneuverability, and lessens the noise for operators and residents.

Currently, there are six known companies that offer a truck mounted flusher. After contact was made by our team, three companies responded with interest. Standard Equipment Company with the Vactor Ramjet, RNOW, Incorporated with the Super Products SuperJET, and Brown Equipment Company with the Sewer Equipment Company of America 800-HPR-ECO. All three companies provided us with a Sourcewell Contract Quote following the specific specifications that the Fleet and Utilities teams set forth.

Attachment: Truck Mounted Sewer Jetter Memorandum (Truck Mounted Sewer Jetter Purchase)

All three companies came out to Palatine with a demo unit. Unfortunately, RNOW was not able let our operators use the unit in a flushing operation. Standard Equipment and Brown Equipment gave Fleet and Utilities a presentation of the truck and let our Utilities operators run the units in a Palatine sewer.

At this time, staff recommends replacing our 2008 SECA Sewer Jetter Trailer with a 800-HPR-ECO truck mounted sewer jetter and new 1" Hydraflex Nozzle by Sewer Equipment Company of America for $302,857. This truck is manufactured in Dixon, Illinois and sold by Brown Equipment Company. The choice to purchase this truck was decided on a joint effort between the Utilities and Fleet divisions. Both divisions prefer the SECA brand due to the simplicity of use, ease of maintenance, ability to operate in winter, and knowledge of company staff. The choice not only met our specifications, but excelled when used in the field. The major outstanding features were a pump system that was easier to access, pump capabilities with no surge in pressure, non-freezing gauges, closable heated pump enclosure, and 360 degree access to the hose reel. The disadvantages of the competitive units were also noted. The high cost ($335,929) and long distance for warranty work on the SuperJET product were worrisome. We were also unable to use the demo or make any contact with nearby towns that own one. The Vactor Ramjet is a popular choice in the area, but our staff voted against it due to higher cost ($320,880.70), more complicated use, difficulty of repair, and size of unit. The unheated enclosure also swayed us to look further.

The model we chose is also Sewer Equipment's ECO model which reduces idle time and runs the pump at a lower engine speed reducing exhaust emissions and its carbon footprint. A choice such as this is offsetting our unavoidable CO2 emissions and is a practical and immediate way to take ownership of the Village's personal contribution to climate change.

Staff also requested a trade-in option on the existing machine as we did not feel it would receive favorable bids in an auction setting. Comparable sales listings for a similar machine are auctioning with a range of $750 to $7,000. The Brown Equipment offer is $7,500. Therefore, staff recommends using our current trailer mounted jetter as a trade-in allowance of $7,500.

Recommendation:
Staff recommends the Village Council approve the purchase of a Sewer Equipment Company of America 800-HPR-ECO Series IV Jetter Truck and 1" Hydraflex Nozzle through the Sourcewell Contract #101221-SCA from Brown Equipment Company of Evansville, Indiana in the amount of $302,857. Staff also recommends approving using our current 2008 SECA Sewer Jetter Trailer as a trade-in allowance of $7,500, for a total purchase price of $295,357.

Recommendation Referrals:

- Newberg Construction, one unit (Contractor)
- Elk Grove Public Works, one unit (Municipality)
- Elgin Public Works, two units, ordered one new replacement (Municipality)
- Carpentersville Public Works, one unit, ordered one new replacement (Municipality)
- Mount Prospect Public Works, one unit (Municipality)

Budgetary Numbers:
Capital replacement - $350,000

New Machine - $300,897
Options (Hydraflex 1" Reaper Nozzle) - $1,960

Purchase Price - $302,857

Trade-in of 2008 SECA 747-FR2000 SN# 159KU21228C381568 - $7,500

Total (Brown Equipment Co.) - $295,357

Title & Plates (IL Secretary of State) - $306

Attachments:
Capital Investment Plan VE0003 Public Works Replacement Vehicles.
Brown Equipment Company Quotation
Standard Equipment (For Comparison Purposes - $320,880.70)
RNOW, Inc. (For Comparison Purposes - $335,929.00)
Brochures from units quoted.
Used jetter online listings.

Brown Equipment Company
2501 S Kentucky Ave
Evansville IN 47714
Ph:800-747-2312
www.brownequipment.net

Vehicle Quote

#Q06474-1

3/20/2023

Bill To

City of Palatine
148 W Illinois Ave
Palatine IL 60067
United States

Ship To

TOTAL

$295,357.00

Sales Rep: Shane Albert

Expires	PO #	Quote Information	Shipping Method
4/19/2023			CUSTOM CARRIER

Item	Description	Qty	Price	Extended Price
SEWER-800-HPR-ECO IV JETTER TRUCK	Please Find Description at bottom of the page	1	$300,897.00	$300,897.00
HYD-1003155-800	Please Find Description at bottom of the page	1	$1,960.00	$1,960.00
Trade In Discount Item	Please Find Description at bottom of the page	1	($7,500.00)	($7,500.00)

Subtotal	$295,357.00
Tax (0%)	$0.00
Total	$295,357.00

Attachment: Brown Equipment Quote (Truck Mounted Sewer Jetter Purchase)

Q06474-1

Brown Equipment Company
2501 S Kentucky Ave
Evansville IN 47714
Ph:800-747-2312
www.brownequipment.net

Vehicle Quote

#Q06474-1
3/20/2023

Item	Description	
SEWER-800-HPR-ECO IV JETTER TRUCK	Sewer Equipment Company of America MODEL: 800-HPR-ECO Series IV Jetter Truck Freightliner M2-106 Cummins Engine, Allison Transmission Giant 80 GPM @ 2500 PSI w/30 Min Run Dry Capability Telescoping & Rotating Safety Reel Upgraded to 1000' Capacity of 1"" Hose" 10' Leader Hose BB Hose Guide Hydrostatic Drive Via Trans Power PTO Tri-Star (Chisel Point) Nozzle Lighted NEMA 4 Control Panel "1500 Gallon Duraprolene™ (Black) Water Tank w/10 Year Warranty" DD (High Flow) Nozzle Tachometer / Hour Meter Finned Nozzle Extension Air Purge Valve 2.5" Fill System Nozzle Rack Recirculation System at Highway Speed 25' Fill Hose Painted Steel Shroud Enclosure with three Roll-Up Doors" Washdown Gun w/25' Ext. Hose Mudflaps & Aluminum Side Skirting Upstream Pulley Guide 80,000 BTU Compartment Heater Bumper / Hitch Receiver Paper Operator / Owner Manual Midship Water Manifold System Aluminum Underbody Toolboxes (2) Per Side, (1) Rear" Consolidated Water Drain System D.O.T. Approved LED Lighting GIANT PUMP PULSATION SYSTEM HYDRAULIC PRESSURE GAUGE WASHDOWN SYSTEM W/50' RETRACTABLE HOSE REEL (ACCESS THROUGH REAR DOOR) 800' OF SEWER HOSE	(1" I.D. X 2500 PSI OPERATING PRESSURE) PER FT. AUTOMATIC LEVELWIND WITH HYDRAULIC UP/DOWN ACTION DIGITAL 'SMART COUNTER' FOOTAGE METER ±3% ACCURACY FILL HOSE STORAGE RACK ENGINE/WATER PUMP COMPARTMENT LIGHT LED ARROW STICK (FACTORY STANDARD) 12VDC POWER OUTLET (8) 4" X 1" LED CLASS 1 SURFACE MOUNTED STROBE PACKAGE - (2) GRILL MOUNTED, (2) DRIVERS SIDE SHROUD, (2) PASSENGER SIDE SHROUD, (2) REAR OF SHROUD. WIRELESS REMOTE PENDANT CONTROL (WITH HOSE REEL PAYOUT/RETREIVE, THROTTLE UP/DOWN, WATER ON/OFF, WATER PRESSURE UP/DOWN, HOSE REEL SPEED UP/DOWN, WATER PRESSURE DISPLAY, AND KILL SWITCH) SPECIAL PAINT: SOLID COLORS AIR PURGE SYSTEM (POWERED VIA CHASSIS) LOCKABLE LONG HANDLED TOOL STORAGE (2) 4" TUBES ROLL-OUT ROOT CUTTER MAINTENANCE BOX (USES 1 SIDE TOOLBOX) REAR BACK UP CAMERA W/7 INCH COLOR MONITOR MOUNTED IN CAB REAR DOOR ACCESS – ADD STEP TO REAR BUMPER AND GRAB HANDLE NEAR REAR SHROUD DOOR CONE HOLDER WITH (6) 28" D.O.T. SAFTY CONES PATRIOT II ROOT CUTTER KIT (RING & ADJ. ROLLER SKIDS, 4" TO 15" SAWS) rechargeable LED Streamlight box light Mega 6 Culvert Flusher Warthog WG 35' X 1/2" Whip with quick connect SOURCEWELL CONTRACT PRICING CONTRACT # 101221-SCA Village of Palatine ID# 30665
HYD-1003155-800	Optional Item: Hydraflex 1" Reaper Nozzle #80	
Trade In Discount Item	2008 Sewer Equipment 747-Fr2000	

Company/Agency:_____

Name(Printed):_____

Title:_____

Signature:_____

Date:_____

Attachment: Brown Equipment Quote (Truck Mounted Sewer Jetter Purchase)

Q06474-1

Brown Equipment Company
2501 S Kentucky Ave
Evansville IN 47714
Ph:800-747-2312
www.brownequipment.net

Vehicle Quote

#Q06474-1

3/20/2023

FINAL INVOICE AMOUNT MAY BE SUBJECT TO ADDITIONAL MATERIAL AND MANUFACTURING SURCHARGES. THIS ESTIMATE DOES NOT INCLUDE APPLICABLE TAXES. CUSTOMER IS RESPONSIBLE FOR ALL APPLICABLE FEDERAL, STATE AND LOCAL TAXES. WE HEREBY ORDER THE DESCRIBED MATERIAL SUBJECT TO ALL TERMS AND CONDITIONS OF THIS ESTIMATE.

Attachment: Brown Equipment Quote (Truck Mounted Sewer Jetter Purchase)

Q06474-1

SEWER EQUIPMENT CO. of AMERICA

SEWER EQUIPMENT CO. of AMERICA

MODEL 800 SERIES IV

Attachment: Sewer Equipment Company of America Model 800 Series IV Brochure (Truck Mounted Sewer Jetter Purchase)

SEWER EQUIPMENT CO. of AMERICA

MODEL 800 SERIES IV TRUCK JET

The Model 800 from Sewer Equipment CO. of America has been the gold standard of the truck jet industry for decades. While other manufacturers have imitated the design, none have equaled the productivity, reliability, flexibility and safety of the Model 800.

Sewer Equipment is proud to announce the latest evolution of this proven design: the *Model 800 Series IV*. With a host of new features and options, the bar has been raised once again.

- REAR DOOR CLOSES AFTER EXTENDING THE JET REEL FOR MAXIMUM HEAT RETENTION
- COLD WEATHER WATER RECIRCULATION AT ANY ROAD SPEED
- BOILER DELIVERS HOT WATER TO WASHDOWN REEL, LATERAL REEL AND JETTING CIRCUITS
- RETRACTABLE CANOPY PROTECTS OPERATORS FROM RAIN AND SUN EXPOSURE
- TRIPLEX OR SINGLE PISTON WATER PUMP AVAILABLE
- DUAL REELS ALLOW FOR 1" OR 3/4" PRIMARY REEL WITH 5/8" OR 1/2" SECONDARY REEL
- WATER CAPACITIES FROM 1000 TO 4500 GALLONS

Attachment: Sewer Equipment Company of America Model 800 Series IV Brochure (Truck Mounted Sewer Jetter Purchase)

Consider a Request for Temporary Street Closures for the Palatine Park District's New ' TwiLight Fun Run' on August 18, 2023

BACKGROUND

The Palatine Park District would like to host a new event, TwiLight Fun Run, at the Tom T. Hamilton Reservoir, 1037 N. Smith Street. They are requesting closure of streets throughout a portion of the Village for the run on Friday, August 18, 2023. The run will begin at 5:30pm and end at approximately 8:30pm. The route is outlined on the attached map. The run/walk will offer the community a fun, safe, and family friendly activity. Notification of the event to area residents will be required.

KEY ISSUES

The Police Department will use on-duty personnel to assist with the event.

ALTERNATIVES

1. Approve the temporary closure of streets
2. Do not approve the temporary closure of streets

RECOMMENDATION

Action is at the discretion of the Committee.

ACTION REQUIRED

Action is at the discretion of the Committee.

Consider a Motion Granting Approvals, Including Waiver of the Sound Amplification Ordinance and Traffic Controls, for the St. Nectarios Greek Orthodox Church 'Greek Fest' Event on June 23 -25, 2023 at 133 S. Roselle Road

BACKGROUND:
St. Nectarios Greek Orthodox Church, 133 S. Roselle Road, wishes to hold their 2023 Greek Fest on June 23 - 25, 2023.

KEY ISSUES:

- The proposed festival hours are as follows:
  - **Friday, June 23:** 4 - 11 PM (Drive thru 4 - 9 PM)
  - **Saturday, June 24:** 3 - 11 PM (Drive thru 3 - 9 PM)
  - **Sunday, June 25:** Noon - 10 PM (Drive thru Noon - 9 PM)
- The organizers are requesting a waiver of the Sound Amplification Ordinance as follows:
  - **Friday, June 23:** 4 - 11 PM
  - **Saturday, June 24:** 3 - 11 PM
  - **Sunday, June 25:** Noon - 10 PM
- The proposed event and sound amplification hours are the same as the 2022 festival, with the exception of Saturday, which will start at 3 PM instead of Noon. Also, the sound stage has been repositioned to the southeast corner, closer to the building, with the sound facing away from residential areas and toward the golf course.
- Signage for Greek Fest will be on or near their properties on both south corners of Palatine Road and Roselle Road. No additional signage will be placed in the right-of-way in the community.
- Staff will be working with the event organizers on the traffic management and parking plans, drive-through configuration, and required Police services. Part of the traffic control will again include using the eastern exit of the property for bus traffic only. The buses that are shuttling patrons would proceed out the east exit and turn left on Clyde to proceed back to Palatine Road. This significantly improved traffic flow on Roselle Road in 2018 and 2019. It should be noted they have also eliminated the games area and added a second drive-thru lane to help move traffic more smoothly. Similar to their drive-thru “only” event from 2021.
- To improve vehicular/pedestrian traffic related to the event, the Petitioner is proposing to utilize both Holy Family and Marion Jordan for off-site parking. They will provide a bus for each parking lot. The Petitioner and Village/Police will work together to make sure both of these parking lots run smoothly.
- Security, both armed and unarmed, are required to wear either a shirt or vest that clearly identifies them as security.

ALTERNATIVES:
1. Approve the Annual St. Nectarios Greek Orthodox Church's Greek Fest.
2. Do not approve the Annual St. Nectarios Greek Orthodox Church's Greek Fest.

RECOMMENDATION:
Staff recommends approval of Greek Fest including the waiver of the sound application

ordinance and the traffic management plan.

ACTION REQUIRED:
A motion to approve the waiver of the sound amplification ordinance related to the annual St. Nectarios Greek Orthodox Church's Greek Fest and other related matters subject to the conditions outlined above.

Consider an Ordinance Granting a Special Use to Permit a Dental Office at 787 E. Dundee Road

BACKGROUND:
The Petitioner is proposing to open a new dental office, Bright Direction Dental, under the brand name "Tidy". Therefore, the Petitioner is requesting approval of the following:

Special Use to permit a dental office at the Subject Property.

KEY ISSUES:
- The Subject Property is zoned Planned Development and is located within Deer Grove Centre. The subject tenant space was previously approved for another medical office.
- The Petitioner is requesting a Special Use to open a new dental office (Bright Direction Dental - "BDD"), within an approximately 2,200 square foot tenant space
- BDD is a dental support organization with over 25 Midwest locations. The proposed business will be BDD's first Palatine office and will operate under the "Tidy" name. This location's focus will be on three core services: teeth cleaning, whitening, and clear aligners. The proposed hours of operation are 8 AM - 5 PM Monday through Saturday but will initially be closed on Wednesdays. Final hours will be determined closer to opening once they determine any day/time limitations of the lead doctor.
- The proposed use would be the same as when the parking variation for the property was granted in 2014, therefore the variation remains valid (#O-113-14). In addition, there is an OEA parking agreement, which allows for the shared use of the general parking lot for the Deer Grove Centre to the south.
- To alleviate any potential parking concerns, employees are encouraged to park in the adjacent shared parking for the Deer Park Centre to the south.

ALTERNATIVES:
1. Approve the Special Use to permit a dental office at the Subject Property.
2. Do not approve the Special Use to permit a dental office at the Subject Property.

RECOMMENDATION:

Public Hearing:	March 28, 2023
Residents testifying:	None.
Vote:	The Zoning Board of Appeals voted 4-0 to recommend approval of the request and Staff concurs.

ACTION REQUIRED:
A motion to approve an ordinance granting a Special Use to permit a dental office at the Subject Property.

Consider an Ordinance Granting Special Uses to Permit Additions at 940 S. Mallard Court

BACKGROUND:
The Petitioner is proposing to construct a rear addition onto their existing single-family residence. The addition will encroach approximately 8 feet into the required rear yard setback and approximately 3 feet into the required side yard abutting a street setback. Therefore, the Petitioner is requesting approval of the following:

1) Special Use to permit an addition to be set back 37 feet from the rear lot line, instead of the minimum required 45 feet; and

2) Special Use to permit an addition to be set back 32 feet from the side lot line abutting a street, instead of the minimum required 35 feet.

KEY ISSUES:
- The Subject Property, zoned R-1B Single-Family Residential, is part of the Hunting Ridge Unit No. 2 Subdivision. The Subject Property is approximately 12,350 square feet and currently consists of a two-story home, with a legally non-conforming side yard abutting a street setback. The existing side yard abutting a street setback (S. Mallard Drive is approximately 29 feet).
- The Petitioner is seeking Special Uses to permit a rear addition to be set back 37 feet from the rear lot line, instead of the required 45 feet and for an addition to be set back 32 feet from the side lot line abutting a street. The proposed addition will not encroach into the required interior side yard setback.
- Per Staff review, the required setbacks restrict the property such that any addition to the primary structure would likely require zoning relief. Both building and lot coverage are under the maximum percentage allowed by the Zoning Ordinance.
- The requested relief is similar to the Special Use granted to the adjacent property at 936 S. Mallard Court (August 2022) for a 21-foot rear yard setback, instead of the minimum required 45 feet (#O-79-22). The properties at 934 and 938 S. Mallard Court also have rear yard setbacks between 25 - 30 feet.

ALTERNATIVES:
1. Approve the Special Use to permit an addition to be set back 37 feet from the rear lot line, instead of the minimum required 45 feet; and to be set back 32 feet from the side lot line abutting a street, instead of the minimum required 35 feet.
2. Do not approve the Special Use to permit an addition to be set back 37 feet from the rear lot line, instead of the minimum required 45 feet; and to be set back 32 feet from the side lot line abutting a street, instead of the minimum required 35 feet.

RECOMMENDATION:

Public Hearing:	March 28, 2023
Residents testifying:	None.
Vote:	The Zoning Board of Appeals voted 4-0 to recommend approval of the request and Staff concurs.

ACTION REQUIRED:
A motion to approve an ordinance granting a Special Use to permit an addition to be set

back 37 feet from the rear lot line, instead of the minimum required 45 feet; and to be set back 32 feet from the side lot line abutting a street, instead of the minimum required 35 feet.

Consider an Ordinance Granting a Special Use to Permit an Antennae Tower Structure at 640 W. Colfax Street

BACKGROUND:
The Petitioner is proposing to construct a new antennae tower structure to assist in ComEd's communication and service monitoring activities. The proposed tower will be located approximately 133 feet from the closest residential property to the west of ComEd's access drive. The proposed tower is completely within an existing 12-foot-tall fence that surrounds the perimeter of the Subject Property and the peak height of the tower/antenna will be 104 feet. Therefore, the Petitioner is requesting approval of the following:

Special Use to permit the height of an antennae tower structure to be 104 feet, instead of the maximum permitted 80 feet.

KEY ISSUES:
- The Petitioner is proposing to construct a new tower structure for use as a receiving and transmitting antennae. The peak height of the proposed tower is 104 feet, and each antenna is just under five feet long and used to support existing and future ComEd monitoring and sensing devices in Palatine-area distribution circuits. The additional antennas will be placed at descending levels on the tower.
- Per Code, the height of a single user tower shall not exceed 80 feet, measured from grade to the top of the tower.
- The proposed structure will be approximately 133 feet from the nearest non-ComEd owned property to the west (residential). ComEd owns the lot (access drive) west of their site. There is also a buffer of densely planted trees and shrubs between a large portion of the Subject Property and the residential properties to the west.
- ComEd indicates that the structure represents implementation components of its "smart grid" initiative. Through using the ComEd-only radio frequency network, the tower monitors sensors and devices to ultimately promote steady voltage throughout its systems and, as importantly, limit disruption impacts. This wireless system will then efficiently dispatch crews to precise locations.
- Per the submitted height exhibit of existing structures at the site, there are at least five other existing structures that equal or exceed the 80 foot maximum height, including two that are taller than the proposed tower structure at 107 feet tall and 134 feet tall.
- In October of 2017, variations (#O-131-17) were granted to permit ComEd to construct a 12-foot tall barbed wire fence around the perimeter of the Subject Property. The justification for the fence at the time was to protect the facility from theft and protect trespassers from high voltage electrical hazards.

ALTERNATIVES:
1. Approve the Special Use to permit the height of an antennae tower structure to be 104 feet, instead of the maximum permitted 80 feet.
2. Do not approve the Special Use to permit the height of an antennae tower structure to be 104 feet, instead of the maximum permitted 80 feet.

RECOMMENDATION:
Public Hearing: March 28, 2023

Residents testifying:	2 residents spoke about concerns with inadequate landscape screening, commercial vehicles idling on the access drive, and interruption of radio wave frequencies; 1 resident testified in support indicating that it will not cause substantial injury to property values, considering what exists presently.
Vote:	The Zoning Board of Appeals voted 3-0 to recommend approval of the request and Staff concurs.

ACTION REQUIRED:
A motion to approve an ordinance granting a Special Use to permit the height of an antennae tower structure to be 104 feet, instead of the maximum permitted 80 feet at 640 W. Colfax Street.

Consider an Ordinance Granting a Special Use to Permit a Day Care Facility and a Variation for Parking at 415 S. Creekside Drive

BACKGROUND:
The Petitioners are proposing to open a new daycare, Bumblebee Academy, which would occupy the entire existing office building. The daycare facility will have a fenced-in outdoor play area on the south side of the building. Therefore, the Petitioners are requesting approval of the following:

1) **Special Use to permit a day care facility; and**
2) **Variation to permit 26 parking spaces, instead of the minimum required 41 parking spaces.**

KEY ISSUES:
- Per the business plan, the daycare facility will have seven classrooms, as well as indoor and outdoor play areas. The daycare offers childcare services for 6-week old infants to 6 year olds. Additionally, the business plan indicates that licensed and certified Early Education teachers will be hired at the daycare.
- The submitted floor plan and occupancy count indicate that the maximum number of children is 120 and the maximum facility staff number of staff is 15. Therefore, the daycare's proposed maximum capacity for the facility is 135.
- The business plan indicates that the proposed hours of operation will be Monday - Friday 6:30 AM - 6 PM. Per the business plan, the Petitioners would use catering services for the daycare, instead of on-site cooking. The business plan also explains that there will always be at least one staff member with food protection manager certification and all staff members will complete the food handling certification.
- In the initial site plan, the outdoor playground was located on the north side of the building, with supplemental parking across S. Creekside Drive (Cotillion parking lot). Staff responded with concerns about the reduction of parking and outdoor play area location, adjacent to a residential development. Staff also had concerns about the parking location across S. Creekside Drive, without a pedestrian traffic connection.
- The outdoor playground area was subsequently relocated to the south end of the building. This allowed for the recapture of a majority of the existing on-site parking (only a 6-space reduction).
- The submitted site plan also indicates that, rather than leasing parking spaces from the Cotillion, the plan would lease five parking spaces from the Grand at Twin Lakes Senior Living Facility (directly east). These five spaces are more proximate to the Subject Property and will provide direct access through the proposed pedestrian access gate into the parking lot.
- The Petitioners have indicated on the site plan that the drive aisle along the west side of the building will function as a one-way drive with traffic flowing from north to south.
- Per the submitted site plan, there will be 31 total provided parking spaces. 26 spaces will be on-site, 10 of which are parallel spaces along the one-way drive on the west side of the building. As previously noted, 5 additional spaces would be leased from the Grand at Twin Lakes.
- The Code would assess the minimum parking requirement, for day care use, utilizing the assembly use classification (total required parking spaces=30% of maximum

capacity), which equates to 41 required spaces. As there are only 26 spaces provided on site, a parking variation is required.

- Staff reviewed and compared the ratios for other approved existing Palatine daycare uses, using the required parking/square foot and required parking/ occupancy. Ultimately, the proposed Bumble Bee Academy (with the 5 off-site parking spaces) is comparable to other existing day care facilities.
- Per the business plan, the Petitioners will not be utilizing a drop-off system. Therefore, all parents will park their car, bring the children into the building, and then depart. Once inside, a designated employee will be responsible for taking each child from the front desk area to their classroom.

ALTERNATIVES:

1. Approve the Special Use and Parking Variation to permit a day care facility at the subject property.
2. Do not approve the Special Use and Parking Variation to permit a day care facility at the subject property.

RECOMMENDATION:

Public Hearing:	March 28, 2023
Residents testifying:	None
Vote:	The Zoning Board of Appeals voted 4-0 to recommend approval of the request and Staff concurs.

ACTION REQUIRED:

A motion to approve an ordinance granting a Special Use and Parking Variation to permit a day care facility at 415 S. Creekside Drive.

Consider a Resolution Approving a Collective Bargaining Agreement Between the Village of Palatine, Illinois and the Palatine Fraternal Order of Police, Labor Council, Lodge No. 158

BACKGROUND:
Palatine Fraternal Order of Police, Labor Council, Lodge No. 158 provides union representation for Palatine's represented Police Department employees. The previous contract expired on December 31, 2022.

KEY ISSUES:
The proposed Collective Bargaining Agreement will result in a three-year contract, expiring on December 31, 2025. The proposed contract includes language changes regarding probationary period, uniforms, travel to training, and other general matters. Agreed-upon wage increases for the unit are as follows: 3.5% in 2023 retroactive to January 1, 2023; 3.25% in 2024 (applicable to steps 2 through 8); and 2.75% in 2025 with a mid-year true-up The mid-year true up is intended to preserve the Village's ranking in the middle of the third and fourth position of the comparable communities.

In addition to the wage increases, a modification was made to the steps: a New Hire Step was created for all new employees not hired through the Lateral Transfer List. The new hire step is 95% of Step 1. Upon graduation from the police training academy, the employee will advance from the New Hire Step to Step 1 of the Salary Schedule.

Other changes include:

Court Time - When officers have the option to make an off-duty court appearance via electronic media, they will be compensated two hours (previously three hours). In-person attendance and required attendance via electronic media will be compensated at three hours.

Vacation Time - The new vacation benefit re-aligns the Village with comparable communities. Additional days will have no economic impact as time will be scheduled without incurring overtime. Officers hired prior to 2019 will also receive a one-time deposit of vacation to create parity in recognition of the new benefit.

Advance Notice Incentive - Recognize an officer who provides advance notice of separation with limited cash value of unused sick leave into a Retiree Health Savings Plan if the officer provides six months of advance notice. This incentive allows for anticipatory hiring and the advanced scheduling of Police Academy training to minimize the impact of staffing shortages on the street and the overtime related expenses due to short staffing. This is a pilot program for the contract period. Additionally, increase the current 20% buyback percentage by an additional 10% if the officer has used an average of four sick days or less per year, over their entire career. Sick days bought back at year's end or donated to others would not be included in the calculation.

Members of the FOP Lodge No. 158 approved the terms of the contract this past week.

BUDGET IMPACT:

2023 wages are accounted for within the existing budget. 2024 and 2025 wages are consistent with the Village's financial planning models.

RECOMMENDATION:
Staff recommends approval of a resolution authorizing the proposed Collective Bargaining Agreement with the Palatine Fraternal Order of Police, Labor Council, Lodge No. 158.

ACTION REQUIRED:
Motion to adopt a resolution approving the collective bargaining agreement between the Village of Palatine and Palatine Fraternal Order of Police, Labor Council, Lodge No. 158 and authorizing the Mayor and Village Clerk to sign the agreement.

Consider an Ordinance Reserving Volume Cap in Connection with Private Activity Bond Issues and Related Matters

BACKGROUND:

The Village receives an annual allocation (volume cap) through the State to be allocated to tax exempt private activity bonds. Generally, these bonds are used for financially-assisted housing programs or industrial type projects. The bonds are privately placed, but allow the business to receive the equivalent of tax exempt rates.

The volume cap is $120 per capita based upon a population (66,321) determined by the State, thus Palatine's CY 2023 allocation is $7,958,520. Reservation ordinances must be adopted and filed with the State by the first week of May each year.

KEY ISSUES:

- If the Village does not reserve its volume cap, the funds revert to the State and we lose any ability to benefit from the funds. To date there have been no requests for the volume cap for industrial projects.
- As happened last year, the Village has received a request to transfer its volume cap allocation to the Town of Normal, McLean County, Illinois in connection with a Mortgage Credit Certificate program for first-time home buyers. The Village previously entered into an Intergovernmental Agreement with Normal regarding the program. This Agreement is still active, thus no additional actions/approvals will be required.
- In the last three years, 46 first-time homebuyers have utilized the program to buy a home in Palatine.

ALTERNATIVES:

1. Approve the ordinance.
2. Do not approve the ordinance.

RECOMMENDATION:

Staff recommends approval of the ordinance reserving the Village's volume cap.

ACTION REQUIRED:

Motion to approve an ordinance reserving volume cap in connection with private activity bond issues and related matters.

Consider a Motion Authorizing the Village Manager to Purchase a Truck Mounted Sewer Jetter

BACKGROUND:
As part of the 2023 Capital Equipment Replacement Budget, the Village Council has appropriated $350,000 in funds for the replacement of a 2008 Tow-Behind Jetter Trailer (E-639). The jetter is recommended for replacement after an inspection, evaluation, and life-cycle cost analysis.

The existing jetter is 15 years old and has 1,316 hours. This jetter is scheduled to be replaced at the 15 year service life. This piece of equipment is currently used in warmer seasons only due to freezing hazards. It is responsible for sewer line maintenance and sewer line blockage mediation. This unit is the only one of its kind that we own. In its current condition, it is more suited for occasional use as to not jeopardize its reliability and equipment companies are very interested in a trade-in credit. The Utilities Division responds to a yearly average of 750 feet of backup related flushing calls per year and also maintenance flushes over 140,000 feet of sanitary and storm sewers. The recently adopted goal for maintenance flushing is 200,000 feet. It is crucial for this piece of equipment to be reliable and efficient.

KEY ISSUES:

- Staff researched availability of jetter/flusher units and determined the most efficient and safest units were truck mounted flushers. A truck mounted flusher is completely self-contained in that it holds 1,500 gallons of water, all flushing/cutting tools, and up to 1,000 feet of pressure hose. Our current flushing trailer holds only 500 gallons of water and 500 feet of hose. Self-contained truck mounted flushers can also be operated year-round, even in the harshest of temperatures, and can be completely winterized before parking for the night. A separate truck does not have to be used to pull the trailer and carry the water tank, freeing up a truck for snow and ice operations and allowing a crew to be more quickly deployed in emergencies. Finally, truck mounted flushers offer more protection for the operators, more ease of maneuverability, and lessen the noise for operators and residents.
- Currently, there are six known companies that offer a truck mounted flusher. After contact was made by our team, three companies responded with interest: Standard Equipment Company with the Vactor Ramjet; RNOW, Incorporated with the Super Products SuperJET; and Brown Equipment Company with the Sewer Equipment Company of America 800-HPR-ECO. All three companies provided a Sourcewell Contract Quote following the specifications from the Fleet and Utilities teams and came to Palatine with demo units. Unfortunately, RNOW was not able let our operators use the unit in a flushing operation. Standard Equipment and Brown Equipment gave presentations of their trucks and let our Utilities operators run the units in a Palatine sewer.
- Staff recommends the Sewer Equipment Company of America 800-HPR-ECO Series IV Jetter Truck with a 1” Hydraflex nozzle option for $302,857. This truck is manufactured in Dixon, Illinois and sold by Brown Equipment Company. Both the Utilities and Fleet divisions prefer the SECA brand due to the simplicity of use, ease of maintenance, ability to operate in winter, and knowledge of company staff. The choice not only met our specifications, but excelled when

used in the field. The major outstanding features were a pump system that was easier to access, pump capabilities with no surge in pressure, non-freezing gauges, closable heated pump enclosure, and 360 degree access to the hose reel.

- The disadvantages of the competitive units were noted. The high cost ($335,929) and long distance for warranty work on the SuperJET product were worrisome. We were also unable to use the demo or make any contact with nearby towns that own one. The Vactor Ramjet is a popular choice in the area, but staff voted against it due to higher cost ($320,881), more complicated use, difficulty of repair, and size of unit. The unheated enclosure also swayed us to look further.
- The model chosen is also Sewer Equipment's ECO model which reduces idle time and runs the pump at a lower engine speed reducing exhaust emissions and its carbon footprint. A choice such as this is offsetting our unavoidable CO2 emissions and is a practical and immediate way to take ownership of the Village's personal contribution to climate change.
- Staff also requested a trade-in option on the existing machine as we did not feel it would receive favorable bids in an auction setting. Comparable sales listings for a similar machine are auctioning with a range of $750 to $7,000. Brown Equipment offered $7,500 as a trade-in allowance.

ALTERNATIVES:

1. Authorize the Village Manager to purchase one Sewer Equipment Company of America 800-HPR-ECO Series IV Jetter Truck.
2. Refer back to Staff with comments.

RECOMMENDATION:

Staff recommends authorizing the Village Manager to purchase one Sewer Equipment Company of American 800-HPR-ECO Series IV Jetter Truck with options through the Sourcewell Contract from Brown Equipment in the amount of $302,857. Staff also recommends the Village Council approve the trade-in of the existing 2008 Sewer Equipment Company of America 747-FR2000 Tow-Behind Jetter Trailer to Brown Equipment for a credit of $7,500, for a net purchase price of $295,357.

BUDGET IMPACT:

Funds in the amount of $350,000 have been appropriated in the Capital Equipment Replacement Budget to accommodate this purchase.

ACTION REQUIRED:

Motion to authorize the Village Manager to purchase one Sewer Equipment Company of American 800-HPR-ECO Series IV Jetter Truck with options through the Sourcewell Contract #101221-SCA from Brown Equipment Company of Evansville, Indiana in the amount of $302,857 and authorize the trade-in of the existing 2008 Sewer Equipment Company of America 747-FR2000 Tow-Behind Jetter Trailer to Brown Equipment Company for a credit of $7,500, for a net purchase price of $295,357.

Consider an Ordinance to Amend Salary Ordinance, O-108-22 Establishing Rates of Compensation for Certain Officers and Employees of the Village of Palatine to Reflect the Fully Ratified Agreement with the Fraternal Order of Police Effective January 1, 2023

BACKGROUND:
Annually, the Mayor and Village council adopt a salary schedule as part of the budget approval process. The salary ordinance remains in effect throughout the year unless formally amended. When the salary schedule was last approved on December 5, 2022, wages for the Fraternal Order of Police (FOP) bargaining unit had not yet been determined.

KEY ISSUES:
The Village and Fraternal Order of Police recently ratified a Collective Bargaining Agreement. The parties agreed to a wage increase of 3.5% effective as of January 1, 2023. This salary ordinance will update the salary schedule to reflect the negotiated increase for FOP members.

ALTERNATIVES:

1. Approve the ordinance.
2. Do not approve the ordinance.

RECOMMENDATION:
Staff recommends approval of the Ordinance to Amend Ordinance #O-108-22, Establishing Rates of Compensation for Certain Officers and Employees of the Village.

ACTION REQUIRED:
A motion to Amend Ordinance #O-108-22, Establishing Rates of Compensation of Certain Officers and Employees of the Village.

ATTACHMENTS:

- Salary Ord FOP
- CY 2023 Step Schedule - PD Update

ORDINANCE NO. _____

**AN ORDINANCE
ESTABLISHING RATES OF COMPENSATION
FOR CERTAIN OFFICERS AND EMPLOYEES
OF THE VILLAGE OF PALATINE**

WHEREAS, Ordinance #O-108-22 established the 2023 rates of compensation for certain officers and employees of the Village of Palatine, with Salary Schedule 1 and Schedule 2; and

WHEREAS, Village of Palatine and Fraternal Order of Police recently ratified a collective bargaining agreement, effective as of January 1, 2023;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Village Council of the Village of Palatine, Cook County, Illinois, that:

SECTION 1: Ordinance #O-108-22, is hereby amended by deleting Schedule 1 in its entirety and by substituting a new Schedule 1 as attached hereto.

SECTION 2: That all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

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

PASSED: This _____day of _____, 2023

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

APPROVED by me this _____day of _____, 2023

_____
Mayor of the Village of Palatine

ATTESTED and FILE in the office of the Village Clerk

this ____ day of _____, 2023.

_____
Village Clerk

Attachment: Salary Ord FOP (Salary Ordinance Amendment (CA))

SCHEDULE 1

EFFECTIVE: Jan

VILLAGE OF PALATINE
CY 2023 SALARY SCHEDULE

Grade Code	Grade Description	Hourly Rates															
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step11	Step 12	Step 13	Step 14	Step 15	Step
NOUn-01	Non-Union Grade 1	23.63	24.22	24.83	25.45	26.09	26.74	27.41	28.10	28.80	29.52	30.26	31.02	31.80	32.59	33.40	34
NOUn-02	Non-Union Grade 2	25.00	25.63	26.27	26.93	27.60	28.29	29.00	29.73	30.47	31.23	32.01	32.81	33.63	34.47	35.33	36
NOUn-03	Non-Union Grade 3	26.31	26.97	27.64	28.33	29.04	29.77	30.51	31.27	32.05	32.85	33.67	34.51	35.37	36.25	37.16	38
NOUn-04	Non-Union Grade 4	27.60	28.29	29.00	29.73	30.47	31.23	32.01	32.81	33.63	34.47	35.33	36.21	37.12	38.05	39.00	39
NOUn-05	Non-Union Grade 5	28.21	28.92	29.64	30.38	31.14	31.92	32.72	33.54	34.38	35.24	36.12	37.02	37.95	38.90	39.87	40
NOUn-06	Non-Union Grade 6	29.22	29.95	30.70	31.47	32.26	33.07	33.90	34.75	35.62	36.51	37.42	38.36	39.32	40.30	41.31	42
NOUn-07	Non-Union Grade 7	30.25	31.01	31.79	32.58	33.39	34.22	35.08	35.96	36.86	37.78	38.72	39.69	40.68	41.70	42.74	43
NOUn-08	Non-Union Grade 8	32.28	33.09	33.92	34.77	35.64	36.53	37.44	38.38	39.34	40.32	41.33	42.36	43.42	44.51	45.62	46
NOUn-09	Non-Union Grade 9	32.98	33.80	34.64	35.51	36.40	37.31	38.24	39.20	40.18	41.18	42.21	43.27	44.35	45.46	46.60	47
NOUn-10	Non-Union Grade 10	33.65	34.49	35.35	36.23	37.14	38.07	39.02	40.00	41.00	42.03	43.08	44.16	45.26	46.39	47.55	48
NOUn-11	Non-Union Grade 11	36.88	37.80	38.75	39.72	40.71	41.73	42.77	43.84	44.94	46.06	47.21	48.39	49.60	50.84	52.11	53
NOUn-12	Non-Union Grade 12	37.36	38.29	39.25	40.23	41.24	42.27	43.33	44.41	45.52	46.66	47.83	49.03	50.26	51.52	52.81	54
NOUn-13	Non-Union Grade 13	37.87	38.82	39.79	40.78	41.80	42.85	43.92	45.02	46.15	47.30	48.48	49.69	50.93	52.20	53.50	54
NOUn-14	Non-Union Grade 14	39.03	40.01	41.01	42.04	43.09	44.17	45.27	46.40	47.56	48.75	49.97	51.22	52.50	53.81	55.16	56
NOUn-15	Non-Union Grade 15	42.85	43.92	45.02	46.15	47.30	48.48	49.69	50.93	52.20	53.50	54.84	56.21	57.62	59.06	60.54	62
NOUn-16	Non-Union Grade 16	44.23	45.34	46.47	47.63	48.82	50.04	51.29	52.57	53.88	55.23	56.61	58.03	59.48	60.97	62.49	64
PWUn-01	PW Union Grade 1	26.93	27.60	28.29	29.00	29.72	30.46	31.22	32.00	32.80	33.62	34.46	35.32	36.20	37.10	38.03	38
PWUn-02	PW Union Grade 2	27.40	28.08	28.78	29.50	30.24	31.00	31.78	32.57	33.38	34.21	35.07	35.95	36.85	37.77	38.71	39
PWUn-03	PW Union Grade 3	27.40	28.09	28.79	29.51	30.25	31.01	31.79	32.58	33.39	34.22	35.08	35.96	36.86	37.78	38.72	39
PWUn-04	PW Union Grade 4	29.44	30.18	30.93	31.70	32.49	33.30	34.13	34.98	35.85	36.75	37.67	38.61	39.58	40.57	41.58	42
PWUn-05	PW Union Grade 5	31.36	32.14	32.94	33.76	34.60	35.47	36.36	37.27	38.20	39.16	40.14	41.14	42.17	43.22	44.30	45
PWUn-06	PW Union Grade 6	31.43	32.22	33.03	33.86	34.71	35.58	36.47	37.38	38.31	39.27	40.25	41.26	42.29	43.35	44.43	45
PWUn-07	PW Union Grade 7	31.85	32.65	33.47	34.31	35.17	36.05	36.95	37.87	38.82	39.79	40.78	41.80	42.85	43.92	45.02	46
PWUn-08	PW Union Grade 8	32.43	33.24	34.07	34.92	35.79	36.68	37.60	38.54	39.50	40.49	41.50	42.54	43.60	44.69	45.81	46
PWUn-09	PW Union Grade 9	33.81	34.66	35.53	36.42	37.33	38.26	39.22	40.20	41.21	42.24	43.30	44.38	45.49	46.63	47.80	48
PWUn-10	PW Union Grade 10	34.02	34.87	35.74	36.63	37.55	38.49	39.45	40.44	41.45	42.49	43.55	44.64	45.76	46.90	48.07	49
PWUn-11	PW Union Grade 11	34.24	35.10	35.98	36.88	37.80	38.75	39.72	40.71	41.73	42.77	43.84	44.94	46.06	47.21	48.39	49
PWUn-12	PW Union Grade 12	34.90	35.77	36.66	37.58	38.52	39.48	40.47	41.48	42.52	43.58	44.67	45.79	46.93	48.10	49.30	50

Attachment: CY 2023 Step Schedule - PD Update (Salary Ordinance Amendment (CA))

VILLAGE OF PALATINE
CY 2023 SALARY SCHEDULE

Grade Code	Grade Description	Hourly Rates							
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
FDU-01	FD Union Grade 1	26.94	28.23	30.47	31.93	33.46	35.07	36.30	37.57
FDU-02	FD Union Grade 2	31.85	33.38	36.03	37.76	39.57	41.47	42.92	44.42
FDU-03	FD Union Grade 3	36.15	37.89	40.90	42.86	44.92	47.08	48.73	50.44
FDU-04	FD Union Grade 4	39.29	41.18	44.45	46.58	48.82	51.16	52.06	52.97
PDU-01	PD Union Grade 1	38.23	41.48	44.77	46.92	49.17	51.53	53.33	55.20

Attachment: CY 2023 Step Schedule - PD Update (Salary Ordinance Amendment (CA))

SCHEDULE 1 (Continued) **EFFECTIVE: January 1, 2023**

VILLAGE OF PALATINE
CY 2023 SALARY SCHEDULE ADDENDUM

Grade Code	Grade Description	Positions Assigned to Grade			
NOUn-01	Non-Union Grade 1	Community Service Officer	Animal Warden	Property Custodian	
NOUn-02	Non-Union Grade 2	Records Clerk	Customer Service Rep		
NOUn-03	Non-Union Grade 3	Assoc Env Health Practioner			
NOUn-04	Non-Union Grade 4	Support Services Specialist	Human Resources Rep		
NOUn-05	Non-Union Grade 5	Unassigned			
NOUn-06	Non-Union Grade 6	Utility Billing Clerk	Licensing Specialist		
NOUn-07	Non-Union Grade 7	Technical Support Specialist			
NOUn-08	Non-Union Grade 8	Police Social Worker	Management Analyst	Finance Clerk	Systems Specialist
NOUn-09	Non-Union Grade 9	Unassigned			
NOUn-10	Non-Union Grade 10	Inspector 1			
NOUn-11	Non-Union Grade 11	Human Resources Generalist	Accountant 1	Finance Analyst	Planner 1
NOUn-12	Non-Union Grade 12	Unassigned			
NOUn-13	Non-Union Grade 13	Inspector 2			
NOUn-14	Non-Union Grade 14	Environmental Health Practioner			
NOUn-15	Non-Union Grade 15	Building Plans Examiner			
NOUn-16	Non-Union Grade 16	Police Sergeant	Public Works Coordinator		
PWUn-01	PW Union Grade 1	Mechanic Assistant			
PWUn-02	PW Union Grade 2	Supply Controller			
PWUn-03	PW Union Grade 3	Unassigned			
PWUn-04	PW Union Grade 4	Mechanic 1			
PWUn-05	PW Union Grade 5	Unassigned			
PWUn-06	PW Union Grade 6	Maintenance Worker	Assistant Buiding Engineer		
PWUn-07	PW Union Grade 7	Unassigned			
PWUn-08	PW Union Grade 8	Utility/Meter Service Worker			
PWUn-09	PW Union Grade 9	Electrician			
PWUn-10	PW Union Grade 10	Team Leader	Acting Team Leader		
PWUn-11	PW Union Grade 11	Mechanic 2			
PWUn-12	PW Union Grade 12	Unassigned			
PDU-01	PD Union Grade 1	Police Officer			
FDU-01	FD Union Grade 1	Probationary Firefighter			
FDU-02	FD Union Grade 2	Firefighter/Paramedic			
FDU-03	FD Union Grade 3	Fire Lieutenant			
FDU-04	FD Union Grade 4	Fire Captain			

Attachment: CY 2023 Step Schedule - PD Update (Salary Ordinance Amendment (CA))

SCHEDULE 2 **EFFECTIVE: January 1, 2023**

VILLAGE OF PALATINE
CY 2023 SALARY SCHEDULE

EXECUTIVE LEADERSHIP

- Deputy Village Manager
- Finance Director
- Fire Chief
- Police Chief
- Public Works Director
- Information Technology Director
- Community Development Director
- Planning & Zoning Director
- Human Resources Director

As determined by the Village Manager, not to exceed $200,000

MANAGEMENT AND PROFESSIONALS	Minimum	Maximum
Deputy Fire Chief	$ 126,055	$ 167,555
Deputy Police Chief	$ 126,055	$ 167,555
Village Engineer	$ 126,055	$ 167,555
Assistant Public Works Director	$ 126,055	$ 167,555
Assistant Finance Director	$ 108,500	$ 150,000
Public Works Superintendent	$ 108,500	$ 150,000
Fire Battalion/Division Chief	$ 108,500	$ 150,000
Police Commander	$ 108,500	$ 150,000
Systems Engineer	$ 108,500	$ 150,000
Accounting Manager	$ 93,500	$ 135,000
Field Director, Environmental Health	$ 93,500	$ 135,000
Field Director, Neighborhood Services	$ 93,500	$ 135,000
Assistant Building Official	$ 93,500	$ 135,000
Customer Service Supervisor	$ 93,500	$ 135,000
Fire Marshal	$ 93,500	$ 135,000
Human Resources Coordinator	$ 93,500	$ 135,000
Information Technology Administrator/Manager	$ 81,040	$ 122,540
Civil Engineer	$ 81,040	$ 122,540
Accountant 2	$ 65,635	$ 107,135
Planner 2	$ 65,635	$ 107,135
Assistant Civil Engineer	$ 65,635	$ 107,135
Deputy Village Clerk	$ 53,500	$ 95,000
Communications Coordinator	$ 53,500	$ 95,000

OTHER		
Seasonal Snow Plow Operator	Not to exceed, per hour:	$ 29.66
Fire Inspector	Not to exceed, per hour:	$ 29.31
Cable TV/Video Operator	Not to exceed, per hour:	$ 22.66
Intern	Not to exceed, per hour:	$ 19.16
Seasonal Part Time	Not to exceed, per hour:	$ 22.66
Crossing Guard	Not to exceed, per hour:	$ 16.67
Project Manager	Not to exceed, per hour:	$ 75.00

Attachment: CY 2023 Step Schedule - PD Update (Salary Ordinance Amendment (CA))

Consider a Motion Granting Preliminary Planned Development Approval for a Four Lot Single-Family Residential Development at 52 W. Colfax Street

BACKGROUND:

The Petitioner is the contract purchaser of the property and is requesting a Preliminary Planned Development approval to permit a 4-lot single-family residential development. Therefore, the Petitioner is requesting approval of the following:

Preliminary Planned Development to permit a 4-lot single-family residential development

KEY ISSUES:

- The Subject Property previously functioned as a chiropractic office and personal residence, since its initial operation in 1986, and is currently zoned R-3 multi-family residential. The lot is 17,409 square feet (.399 acres).
- The proposed lots have driveway access to Colfax (1) and Brockway Streets (3), including a 2-car garage and driveway parking. They provide minimum interior side yard setbacks of 5 feet and minimum front yard setbacks of 15 feet, with the corner side yard (Colfax) and front yard setbacks for Lots 1 and 4 at 17 feet. This is directly comparable to the minimum required R-2 corner side yard setback of 20 feet and minimum required side yard for R-2 lots less than 67 feet in width.
- The proposed 2-story homes would be approximately 2,000-2,800 square feet and would include lap (non-vinyl or aluminum) siding. The developer is proposing an architectural design style to recognize the existing elevations of surrounding homes.
- While the lots to the north and east are zoned R-2, the property directly west across the street (“Village Green” townhouses) is zoned Planned Development and contains 13 units on .971 acres of 13.38 units/acre.
- The property directly south of the Subject Property is also zoned Planned Development (“”Stone Garden Subdivision”) and contains 5 units on .351 acres or 14.24 units/acre. The lot directly north is zoned R-2, but previously functioned as a multi-unit duplex on an 8,712 square foot lot.
- As such, there is not a consistently established land use pattern or zoning identity to this area of the Village. This property, through its previous land use as a medical office, maintained a commercial parking area along Brockway Street, and existed in conjunction with the other residential uses in the area.
- The following table delineates the proposed lot sizes and setbacks:

Proposed Lot Size (R-3 minimum is 8,000 SF)	Lot Width (there is no minimum lot width in the R-3 district = SUB =75)	Lot Depth (110' required)	Minimum Setbacks FY/(CS)	Interior Side
Lot 1 = 4,599 SF	51.96 feet	88.54 feet	15 feet (17 feet - Colfax)	5 feet
Lot 2 = 3,452 SF	40 feet	88.54 feet	15 feet	5 feet
Lot 3 = 3,452 SF	40 feet	88.54 feet	15 feet	5 feet
Lot 4 = 5,723 SF	43.37 feet	131.97 feet	17 feet (Colfax)	5 feet (east) 8 feet (west)

- Within the underlying R-3 zoning designation, multi-family land uses would be considered permitted uses, provided they complied with the other bulk ordinance requirements. This could include townhouses or apartment building uses therein. Staff agrees that a multi-lot single-family residential use is more appropriate and comparable single-family lots to the north and east.
- Nevertheless, subsequent to the Public Hearing, Staff also acknowledged that a 3-lot single-family residential development would be a more cohesive and harmonious transition from both the Village Green and Stone Garden developments into the neighborhood. The Plan Commission also provided a similar commentary during the Public Hearing.

ALTERNATIVES:

1. Approve the Preliminary Planned Development to allow a 4-lot single-family development.
2. Do not approve the Preliminary Planned Development to allow a 4-lot single-family residential development.

RECOMMENDATION:

Public Hearing: Plan Commission - March 21, 2023

Residents testifying: 4. Density, stormwater management, historical housing impact, narrow rear yard areas, and aesthetic impact to the surrounding properties. There were also 4 email objections regarding the density, smaller lot sizes, tree removal, and questions about loss of a historical home.

Vote: The Plan Commission voted 6-0 to recommend denial of the request and, while Staff agrees with concept of a multiple single-family lot development, Staff also acknowledges that a 3-lot single-family lot development may be more appropriate. This would be a more harmonious plan and also address some of the concerns raised at the Public Hearing.

ACTION REQUIRED:
A motion to approve the Preliminary Planned Development at 52 W. Colfax Street.