



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

MARCH 4, 2024

Regular Meeting

7:00 PM

I. ROLL CALL

II. PLEDGE TO THE FLAG

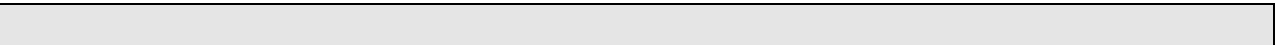
III. APPROVAL OF MINUTES

1. Village Council & Committee of the Whole - Regular Meeting - February 20, 2024

IV. MAYOR'S REPORT

1. As Submitted

V. RECESS TO THE COMMITTEE OF THE WHOLE



VI. COMMITTEE OF THE WHOLE

A. POLICE POLICY & CODE SERVICES COMMITTEE

TIM MILLAR, CHAIRMAN

1. Consider an Ordinance Granting a Special Use to Permit a Dog Grooming Business as a Unique Use at 1740 N. Rand Road (Council District: Four)
2. Consider an Ordinance Granting a Special Use to Permit a Martial Arts School at 58 W. Illinois Avenue (Council District: Two)
3. Consider a Resolution Granting a Time Extension for Ordinance #O-20-23 for the Previously Approved Automobile Service Station and Mart at 850 E. Northwest Highway (Council District: Six)
4. As Submitted

B. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

DOUG MYSLINSKI, CHAIRMAN

1. Consider a Motion to Approve a Contract for the 2024 Supplemental Street Resurfacing Project

2. Consider a Motion Authorizing the Village Manager to Request Proposals for Electrical Power and to Enter into Agreements
3. As Submitted

C. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE

KOLLIN KOZLOWSKI, CHAIRMAN

1. Consider an Ordinance Amending Chapter 20 - Telecommunications of the Village of Palatine's Code of Ordinances
2. Authorize the Village Manager to Execute a Three Year Agreement with TKB Associates, Inc. for Laserfiche Licensing and Installation Support
3. As Submitted

D. BUSINESS FINANCE & BUDGET COMMITTEE

SCOTT LAMERAND, CHAIRMAN

1. As Submitted

E. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

BRAD HELMS, CHAIRMAN

1. As Submitted

F. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE

GREG SOLBERG, CHAIRMAN

1. 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 Motion to Approve 2024 Warrant #5
2. Consider an Ordinance Granting a Special Use to Permit a Dog Grooming Business as a Unique Use at 1740 N. Rand Road (Council District: Four)

3. Consider an Ordinance Granting a Special Use to Permit a Martial Arts School at 58 W. Illinois Avenue (Council District: Two)
4. Consider a Resolution Granting a Time Extension for Ordinance #O-20-23 for the Previously Approved Automobile Service Station and Mart at 850 E. Northwest Highway (Council District: Six)
5. Consider a Motion to Approve a Contract for the 2024 Supplemental Street Resurfacing Project
6. Consider a Motion Authorizing the Village Manager to Request Proposals for Electrical Power and to Enter into Agreements
7. Consider an Ordinance Amending Chapter 20 - Telecommunications of the Village of Palatine's Code of Ordinances
8. Authorize the Village Manager to Execute a Three Year Agreement with TKB Associates, Inc. for Laserfiche Licensing and Installation Support
9. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of an Animal Hospital at 444 E. Northwest Highway (Council District: Six)
10. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Gas Station and Convenience Store at 800 S. Plum Grove Road (Council District: Two)
11. Consider a Resolution Granting a Security Deposit Release after Completion of the 1-Year Maintenance Period, and Release of the Planned Development Security Deposit for LPC Subdivision (Council District: Six)

IX. REPORTS OF STANDING COMMITTEE

A. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE

KOLLIN KOZLOWSKI, CHAIRMAN

1. As Submitted

B. BUSINESS FINANCE & BUDGET COMMITTEE

SCOTT LAMERAND, CHAIRMAN

1. As Submitted

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

BRAD HELMS, CHAIRMAN

1. As Submitted

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE

GREG SOLBERG, CHAIRMAN

1. As Submitted

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

DOUG MYSLINSKI, CHAIRMAN

1. As Submitted

F. POLICE POLICY & CODE SERVICES COMMITTEE

TIM MILLAR, 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
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VILLAGE COUNCIL & COMMITTEE OF THE WHOLE

MINUTES

FEBRUARY 20, 2024

Regular Meeting

7:00 PM

I. ROLL CALL – Time: 7:00 PM

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

Also Present:

Director of Public Works Matt Barry, Deputy Village Manager Hadley Skeffington-Vos, Deputy Village Clerk Doris Sadik, Village Attorney Patrick Brankin, Director of Community Development Mike Jacobs, Director of Planning & Zoning Ben Vyverberg, Police Chief Dave Daigle, Fire Chief Patrick Gratziana, IT Director Larry Schroth, Director of Finance Paul Mehring, Director of Human Resources Pam Jackson, Village Engineer George Ruppert, Assistant Public Works Director Brandon Saccone

II. PLEDGE TO THE FLAG

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

III. APPROVAL OF MINUTES

RESULT:	ADOPTED BY VOICE VOTE [UNANIMOUS]
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Tim Millar, District 1 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

1. Village Council & Committee of the Whole - Special Meeting - February 12, 2024
- Accepted
2. Village Council & Committee of the Whole - Regular Meeting - February 12, 2024
- Accepted

Minutes Acceptance: Minutes of Feb 20, 2024 7:00 PM (APPROVAL OF MINUTES)

IV. MAYOR'S REPORT

1. As Submitted -

Mayor Schwantz announced upcoming events:

Friday, February 23: 9 AM

Ben Franklin Memorial

Firefighters Memorial (corner of N. Brockway and W. Slade Streets)

Palatine Fire Department will be hosting a brief ceremony to honor the service and sacrifice of Palatine volunteer firefighters John Wilson, Richard Freeman, and Warren Ahlgrim, who lost their lives fighting a fire at the Ben Franklin Store in 1973

Friday, February 23: 5:45 PM - 8 PM (Continuing every Friday through March 29)

American Legion Fish Fry

American Legion

Friday, February 23: 4 PM - 7 PM (Continuing every Friday through March 22)

Knights of Columbus Fish Fry

St. Thomas of Villanova Rowley Center

February 18 - 24, 2024

The Palatine Area Chamber of Commerce is hosting its Annual Restaurant Week. Support our local restaurants and enjoy a week of food specials, discounts & offers.

Sunday, March 3: 12 PM

On Sunday, March 3rd, members of the Palatine Police Department will be participating in the 2024 Polar Plunge benefiting Special Olympics Athletes. We welcome members of the community to join us at Crystal Lake Main Beach (300 Lakeshore Drive, Crystal Lake, IL 60014) at 12:00 p.m. to support us for this great cause!

2. Quentin Road Widening between Lake Cook and Dundee Roads -

Mayor Schwantz announced that Cook County Commissioner Scott Britton and Superintendent, Jennifer (Sis) Killen will provide an update on the Quentin Rd. project. Schwantz reported that this is the number one complaint he receives year after year. This is a discussion only presentation; no action will be taken this evening. County representatives and Village staff will provide an update and the audience will have the opportunity to speak after the presentation.

Director of Public Works Matt Barry reported that Cook County has jurisdiction of Quentin Road; they own and maintain the roadway and determine future improvements. We are looking for Cook County to provide information on the progress to date and to assist in the process of moving forward and details when

improvements can be expected.

Barry explained that Quentin Rd. extends for a 10-mile stretch between Algonquin Road and Old McHenry Road in Cook and Lake Counties. In Cook County, all but a one mile stretch between Dundee Rd. and Lake Cook Rd. are 4 lanes. Prior to 2010 the County began a study for improvement with a public hearing in 2009 and three information meetings since, the last being in 2018.

The needs and potential solutions are identified as:

- 1) improve facility condition and design (new bridge, upgrade pavement, sidewalks/bike paths)
- 2) improve safety (provide turn lanes, remove land drops, continuous sidewalks/bike paths)
- 3) improve mobility (additional travel lanes, turn lanes, improve sight lines, provide shoulders or wider lanes)
- 4) enhance system linkage (match roadway lanes to north and south, connect to bike paths and systems)

Through Cook County's process, they reduced the number of alternatives for improvement from 14 to 2. One alternative being a 3-lane cross section with one lane going each direction with a left turn lane. The second alternative being a 4-lane cross section road with two lanes going in each direction and select turning lanes. The 3-lane alternative does not meet the mobility and system linkage needs. Barry identified the second alternative as meeting all transportation needs. In previous public meetings, the 4-lane alternative was preferred.

Barry summarized the impact between the two alternatives noting that the 4-lane alternative has a greater environmental impact with the acquisition of 1.28 acres of Forest Preserve, removal of over 200 trees and .42 acres of impacted wetland. For both alternatives, the noise increase is imperceivable, chloride levels are under regulatory levels and there are no net changes to pollutants. Both alternatives would provide a continuous off road to shared use path for pedestrians and cyclists and a traffic signal at the Deer Grove Forest Preserve entrance. The Village has taken action in favor of a 4-lane cross section.

Mayor Schwantz expressed to County representatives that they did a good job including the public; however, the time period is way too long. Schwantz noted the Resolutions by the Village from 1996-2021 urging Cook County to widen Quentin Road, that there is a clear need to improve this road due to safety concerns, the waiting is done. With all infrastructure projects there needs to be a balance of the environmental impact and proximity to Deer Grove Forest Preserve. This road is in Palatine, we are the stakeholders and talk about health, safety and welfare. Schwantz directed the presentation to the County representatives to answer some questions.

Commissioner Britton mentioned there are many County roads in District 14 and Quentin Road is the one most residents are concerned with, and it's the number one project on the Commissioner's list.

Superintendent of the Department of Transportation and Highways, Jennifer (Sis) Killen explained that Quentin is a legacy project going on for two decades and understands our frustration. From the public meeting in 2018 and Covid, traffic and commuting patterns have changed. Over the past 2 years new traffic data and information regarding the environmentally sensitive area around Quentin has been collected and is complete. Cook County is working with the regional planning entity, the Chicago Metropolitan Agency for Planning which reaffirmed the recent traffic count and are looking at the year 2050 design for this corridor. The analysis should be complete in the next 2-3 months and we anticipate to recommend the preferred alternative to IDOT and the Federal Highway Administration once they provide their concurrence at a merger meeting that occurs every 6 months. Killen is targeting the September meeting.

Killen thanked the Village and stakeholders for their participation in the project development to date. It is our expectation to come back to the public with a preferred alternative in late 2024 or early 2025, however this is contingent on the approval at the September meeting. While completing the preliminary engineering it will then go through the design engineering phase using local funds. After concurrence from IDOT and Federal Highway on the preferred alternative, we can begin developing the bridge design.

Killen reported that \$3.68 million in federal major bridge funds will be used to replace the Salt Creek bridge and this will coincide with the Quentin Road project. There is no risk of losing money, but as costs rise, it is crucial to bring this project forward as soon as possible. There is a possibility that the bridge project comes before the Quentin Road project. Determining what year construction will begin for the Quentin Road project depends on how the contract proceeds. Cook County does have a strong desire to get this project underway along with the Salt Creek bridge project.

In response to Mayor Schwantz, Killen confirmed that all data collection is complete and further review of the preliminary design will occur to determine impact. Additional information will be gathered as the process progresses in the design engineering phase. After the September meeting when a preferred alternative has been determined, the public will have another opportunity for feedback at the public hearing. The needs criteria for this project have not significantly changed, mobility and safety remain in the forefront and more consideration has been given to the environmental impact. Killen will be presenting at the meeting with IDOT and Federal Highway. In determining the preferred alternative, consideration will be given that this is a complex and unique stretch of road with the need to ensure residents' safety and consider the environmental impact.

Mayor Schwantz expressed the understanding of this corridor being a unique stretch of road and as this Council and Councils before looking at the engineering of the project we consider the safety of our residents and those that travel through Palatine.

In response to Councilman Kozlowski, Killen estimated that by late summer we'll know if we are scheduled for the September meeting. There is a 3 - 4 month lead time to get on the agenda with a deadline for submission of all materials in late spring. An independent review committee will determine if our analysis and materials are sufficient to move forward to the September meeting. If not scheduled for the September meeting, it will be another 6 months before the next meeting. The bridge structure will be built for a 100-year life cycle and would match the cross-section of the corridor.

In response to Councilman Helms, Killen explained the resource agencies, which are state agencies, include Fish & Wildlife and the Army Core of Engineers.

In response to Councilman Myslinski, Killen expressed that traffic count was a major focal point in the studies with change of traffic in urban areas with increased commuting traffic and traffic from suburb to suburb. Covid created a state of flux, the County exercised its due diligence by waiting for traffic patterns to normalize. The County feels confident in their traffic analysis. Councilman Myslinski mentioned the residents of Dunhaven feel trapped and unsafe and asked if the studies shown no need for a traffic light at the entrance of Dunhaven. Killen reported that the County is re-looking at traffic control along the corridor and there will be a re-analysis of the traffic.

In response to Councilman Lamerand, Killen mentioned that one single project will be taken to the September meeting. The number of items on the agenda depends on the complexity of the projects. The earliest date for construction cannot be determined at this time. Killen expects the public meeting to take place late 2024/early 2025. After the public meeting the project would be a few years out with the design process taking 18-24 months. The goal is to take the bridge project and Quentin Rd. at the same time. The road was resurfaced to last longer, as we move through the process and must pull the bridge project out, that would be a last resort.

Mayor Schwantz announced that anyone could come up to make a comment regarding the project. Commissioner Britton and Superintendent Killian will be available after the meeting to answer any questions.

Juergen Reinold, 705 Woodland St. expressed the Highway Capacity Manual has changed; safety is not guarantee with 4 lanes and heavy traffic. A three lane with center lane solution should be considered. Also mentioned the area north of Dunhaven are in favor of a 3-lane solution.

Mayor Schwantz added that the manual, criteria and specifications for project was the determination for the 4 lane alternative. Killen mentioned the criteria will

remain the same and the capacity of the intersection is what controls the capacity of a roadway segment.

In response to Ann Lawrence, 1991 N. Northumberland, Killen explained if we are not on the agenda for this September meeting, the packet of information would be resubmitted to be at the next meeting in 6 months. Mayor Schwantz mentioned the speed limit is controlled by Cook County as part of their review.

Eric Wasowicz, 1991 N. Northumberland represents the Dunhaven HOA which has concerns regarding taxes, the environment and frustration with the delay to the Quentin Rd. project. The HOA is in support of the 4-lane road with a turn signal at Rhul Rd.

Matt Marowitz, 1204 N. Oak Ridge Ct. expressed support for the 4-lane road with added pedestrian access to the Forest Preserve. Would like to see the speed limit lowered. Crosswalks are not up to disability standards. Cook County will look into this.

Jack Boecher, 1262 N. Forest View Circle, expressed frustration with the County not caring and taking too long on this project. With the growth north of Lake Cook Rd., traffic will only get worse. The road is dangerous, and a 4-lane road is the only solution with a turning lane into Dunhaven.

John Healey, 746 W. Center Rd., expressed that Quentin is a unique piece of road with a quality Forest Preserve and we should touch lightly for environmental reasons. Favors a 3-lane road to preserve the area and contend with the traffic.

Commissioner Britton is in agreement that the County is taking too long. There are many stakeholders involved that need to be recognized and respected including the Forest Preserve. The time frame is set, and the Commissioner is committed to looking into the speed limit, as well as keeping the Mayor apprised of the progress.

In response to Mayor Schwantz, Killen mentioned the Village will be notified by summer if we're on the agenda for the September meeting.

Councilman Millar made a request to Commissioner Britton to look into the sidewalk at the SW corner of Quentin and Dundee to force sidewalks to connect that last piece of property.

Mayor Schwantz thanked Commission Britton and Superintendent Killen for coming to the Council meeting.

Mayor Schwantz recessed the Village Council Meeting for 5 minutes.

V. RECESS TO THE COMMITTEE OF THE WHOLE – Time: 8:04 PM**Recess to the Committee of the Whole - Motion Carried by Voice Vote**

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

VI. COMMITTEE OF THE WHOLE**A. POLICE POLICY & CODE SERVICES COMMITTEE***TIM MILLAR, CHAIRMAN*

1. Consider an Ordinance Granting a Special Use to Permit a Fence at 1060 N. Park Avenue - **Motion Carried by Voice Vote** (Council District: One)

Director of Planning and Zoning Ben Vyverberg reported on the petitioner's request to construct a six-foot tall fence with a proposed 20-foot setback from the front abutting Winnetka Street. The proposed fence would align with an existing fence, both with a setback of 20 feet and 35 feet from the curb due to an 18-foot parkway. The subject property is zone R-1 Single Family and the recently approved text amendments did not include R-1 properties, however this property met similar text amendment criteria recently passed. Vyverberg noted there is an existing line of mature trees on the subject property and the fence is located on the house side of those trees. The Planning and Zoning Commission voted unanimously to approve the Special Use and staff concurs.

Terry Leonard, 1312 W. Brook St. addressed the Council to express he favors the proposed fence and to ask the Village to entertain a meeting to improve the lot due to a low corner where water accumulates. He also mentioned missing sidewalk in this area.

Councilman Millar explained that sidewalks are usually placed and paid for during the development project stage and this would also include some engineering work. Councilman Millar explained the current topic is a fence issue and the sidewalk topic has been discussed with staff.

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

2. Consider an Ordinance Granting a Special Use for a Rear Yard Setback Reduction at 1122 E. Pratt Drive - **Motion Carried by Voice Vote** (Council District: Five)

Director of Planning and Zoning Ben Vyverberg reported on the petitioner's request to construct a 140 square foot screened porch addition on the rear of the home with a setback of 34 feet (minimum required 40 feet). There are several other properties in the surrounding area with rear yard setbacks on Plate and Platt Drives. The Planning and Zoning Commission voted unanimously to approve the Special Use and staff concurs.

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

3. As Submitted -

Nothing was submitted.

B. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

DOUG MYSLINSKI, CHAIRMAN

1. Consider a Motion Approving a Proposal for Construction Engineering Services for the Illinois Avenue Improvements Project - **Approved by Voice Vote** (Council District: Two)

Public Works Director Matt Barry announced that IL Avenue, resurfacing and improvement with a shared path off-ramp went out to bid with favorable bid pricing, which was less than expected. Barry also mentioned that the Village was successful in securing additional Federal aid to support the improvement.

Barry reported on the Illinois Avenue construction project with secured Federal grant funds in the amount of \$1,155,000, with the Village picking up \$420,000 and the Palatine Park District contributing \$140,000. Construction would begin in April and be completed in August. It is recommended to select BLA, Inc. for construction services in the not-to-exceed amount of \$176,636.

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

2. Consider a Motion Authorizing the Village Manager to Execute a Proposal for Design Engineering Services for the 2024 Water Main Replacement Project Contract 3 - **Approved by Voice Vote**

Public Works Director Matt Barry explained water mains on Peregrine Drive and Linden Avenue are targeted to be replaced this year based on the age and the number of water main breaks. Hampton, Lenzini and Renwick are recommended for design engineering and permitting in the amount of \$105,180. Water funds are available for the water main replacement in the 2024 Capital Improvement Program.

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

3. Consider a Motion to Extend the Contract for the 2024 Sidewalk Saw Cutting Program - **Approved by Voice Vote**

Public Works Director Matt Barry reported that saw cutting is a tool that maintains the Village's sidewalk network and treats smaller offsets at lower cost. The Village has had success using MPI and will continue fostering this relationship. A contract extension with Hardrock Concrete is recommended at a cost of \$160,000 for the 2024 Sidewalk Saw Cutting Program. Saw cutting will begin in the northeast areas and if able we'll continue the stretch in 2025.

In response to Councilman Myslinski, Barry explained this project focuses on maintaining our existing sidewalks. As part of the Comprehensive Plan, the Village will review sidewalk gaps and concentrate on areas such as schools and high traffic areas.

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

4. As Submitted -

Nothing was submitted.

C. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE*KOLLIN KOZLOWSKI, CHAIRMAN*

1. As Submitted -

Nothing was submitted.

D. BUSINESS FINANCE & BUDGET COMMITTEE*SCOTT LAMERAND, CHAIRMAN*

1. As Submitted -

Nothing was submitted.

E. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE*BRAD HELMS, CHAIRMAN*

1. As Submitted -

Nothing was submitted.

F. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE*GREG SOLBERG, CHAIRMAN*

1. As Submitted -

Nothing was submitted.

VII. RECONVENE THE VILLAGE COUNCIL MEETING – Time: 8:13 PM

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

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

VIII. CONSENT AGENDA

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

RESULT:	ADOPTED BY ROLL CALL [UNANIMOUS]
MOVER:	Scott Lamerand, District 2 Councilman
SECONDER:	Brad Helms, District 6 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

1. Consider a Motion to Approve 2024 Warrant # 4 - **Approved**
2. Consider an Ordinance Granting a Special Use to Permit a Fence at 1060 N. Park Avenue - **Approved** (Council District: One)

Ordinance #O-12-24
3. Consider an Ordinance Granting a Special Use for a Rear Yard Setback Reduction at 1122 E. Pratt Drive - **Approved** (Council District: Five)

Ordinance #O-13-24
4. Consider a Motion Approving a Proposal for Construction Engineering Services for the Illinois Avenue Improvements Project - **Approved** (Council District: Two)
5. Consider a Motion Authorizing the Village Manager to Execute a Proposal for Design Engineering Services for the 2024 Water Main Replacement Project Contract 3 - **Approved**
6. Consider a Motion to Extend the Contract for the 2024 Sidewalk Saw Cutting Program - **Approved**
7. Consider a Resolution Regarding the Review of Closed Session Minutes - **Adopted by Roll Call**

Resolution #R-6-24

IX. REPORTS OF STANDING COMMITTEE**A. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE**

KOLLIN KOZLOWSKI, CHAIRMAN

1. As Submitted -

No Report

B. BUSINESS FINANCE & BUDGET COMMITTEE*SCOTT LAMERAND, CHAIRMAN*

1. As Submitted -

No Report

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE*BRAD HELMS, CHAIRMAN*

1. As Submitted -

No Report

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE*GREG SOLBERG, CHAIRMAN*

1. As Submitted -

No Report

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE*DOUG MYSLINSKI, CHAIRMAN*

1. As Submitted -

No Report

F. POLICE POLICY & CODE SERVICES COMMITTEE*TIM MILLAR, CHAIRMAN*

1. As Submitted -

No Report

X. REPORTS OF THE VILLAGE OFFICERS**A. VILLAGE MANAGER**

1. As Submitted -

No Report

B. VILLAGE CLERK

1. As Submitted -

No Report

C. VILLAGE ATTORNEY

1. As Submitted -

No Report

XI. CLOSED SESSION AS REQUIRED

No Closed Session requested.

XII. RECOGNITION OF AUDIENCE

No one came forward.

XIII. ADJOURNMENT – Time: 8:17 PMAdjourn the Village Council Meeting - **Motion Carried by Voice Vote**

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

SUBMITTED BY:

Doris Sadik
Deputy Village Clerk

Minutes Acceptance: Minutes of Feb 20, 2024 7:00 PM (APPROVAL OF MINUTES)

Consider an Ordinance Granting a Special Use to Permit a Dog Grooming Business as a Unique Use at 1740 N. Rand Road

BACKGROUND:

The Petitioner is proposing to open a small-dog grooming business in the existing building at the subject property. Therefore, the Petitioner is requesting approval of the following:

Special use, as a Unique Use to permit a dog grooming business

KEY ISSUES:

- Per the submitted application, the primary focus of the business would be styling, bathing, and show-style hand stripping of small breed dogs. The proposed hours of operation are Monday - Saturday from 6:30 AM - 7 PM. The business plan indicates three initial employees.
- The business plan indicates a "Short Term Daycare" option for dogs dropped off, prior to their scheduled grooming appointment. A typical full-service appointment can take approximately 2 - 4 hours. Dogs would not be boarded overnight, and all activities would occur indoors.
- All business operations would be conducted within the facility, there would be no outdoor component of the business operations.
- Dog grooming appointments would be made through a scheduling app online. The drop-off times occur in two set blocks, 6:30 AM - 8:30 AM and 10 AM - 12 PM. This will help to manage the client traffic flow and the existing parking spaces. Walk-ins could be welcome, if a groomer were available, but the majority of the clientele will schedule their appointment in advance.
- A site plan was submitted by the Petitioner illustrating five total parking spaces. Three parking spaces in the front of the building, primarily for clients, and two parallel parking spaces along the south side of the building, for employees. All proposed parking spaces will be reviewed as part of the building permit process.

ALTERNATIVES:

1. Approve the Special Use to permit a dog grooming business as a unique use.
2. Do not approve the Special Use to permit a dog grooming business as a unique use.

RECOMMENDATION:

Public Hearing:	PZC meeting on February 13, 2024.
Residents testifying:	None.
Vote:	The PZC voted unanimously to approve the Special Use to permit a dog grooming business as a unique use and Staff concurs.

ACTION REQUIRED:

A motion to approve the ordinance granting a Special Use to permit a dog grooming business as a unique use.

ATTACHMENTS:

- Aerial Map
- ORD SU 1740 N Rand Rd
- EXHIBIT - Floor Plan
- EXHIBIT - Parking Site Plan
- EXHIBIT - Business Plan
- PZC Materials - February 13, 2024
- PZC Minutes - February 13, 2024



Attachment: Aerial Map (1740 N. Rand Rd - SU Dog Grooming)

0 50 100
ft

Print Date: 1/17/2024

Notes

Cook County Aerial 2022

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 AT
1740 N. RAND ROAD**

WHEREAS, pursuant to a petition and public hearing on February 13, 2024, of which public notice was given as required by law, the Planning and Zoning Commission 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 dog grooming business as a unique use at the subject property pursuant to Section 11.03 (d) (34) of the Palatine Zoning Ordinance, on the following legally described property:

LOT 27 (EXCEPT THE NORTHWESTERLY 50.0 FEET THEREOF) IN CAPRI VILLAGE, BEING A SUBDIVISION OF PART OF THE SOUTHWEST 1/4 OF SECTION 1 AND PART OF THE SOUTHEAST 1/4 OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

commonly known as 1740 N. Rand Road (PIN# 02-02-410-021-0000).

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 dog grooming business as a unique use at the subject property pursuant to Section 11.03 (d) (34) of the Palatine Zoning Ordinance, is hereby granted, subject to the following condition(s):

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

Attachment: ORD SU 1740 N Rand Rd (1740 N. Rand Rd - SU Dog Grooming)

ORDINANCE NO.

Page 2 of 2

2. The proposed parking lot improvements and striping shall be completed through the building permit process prior to the issuance of a Village Business License. Staff shall conduct a 3-month and 6-month review of the business operations to determine if any additional conditions for the use should be recommended to the Village Council.
3. The proposed parallel parking spaces on the south side of the building shall be designated and signed as employee parking only.
4. No outdoor use by the dogs shall be permitted, without a Special Use Amendment.

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 _____, 2024

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

APPROVED by me this _____ day of _____, 2024

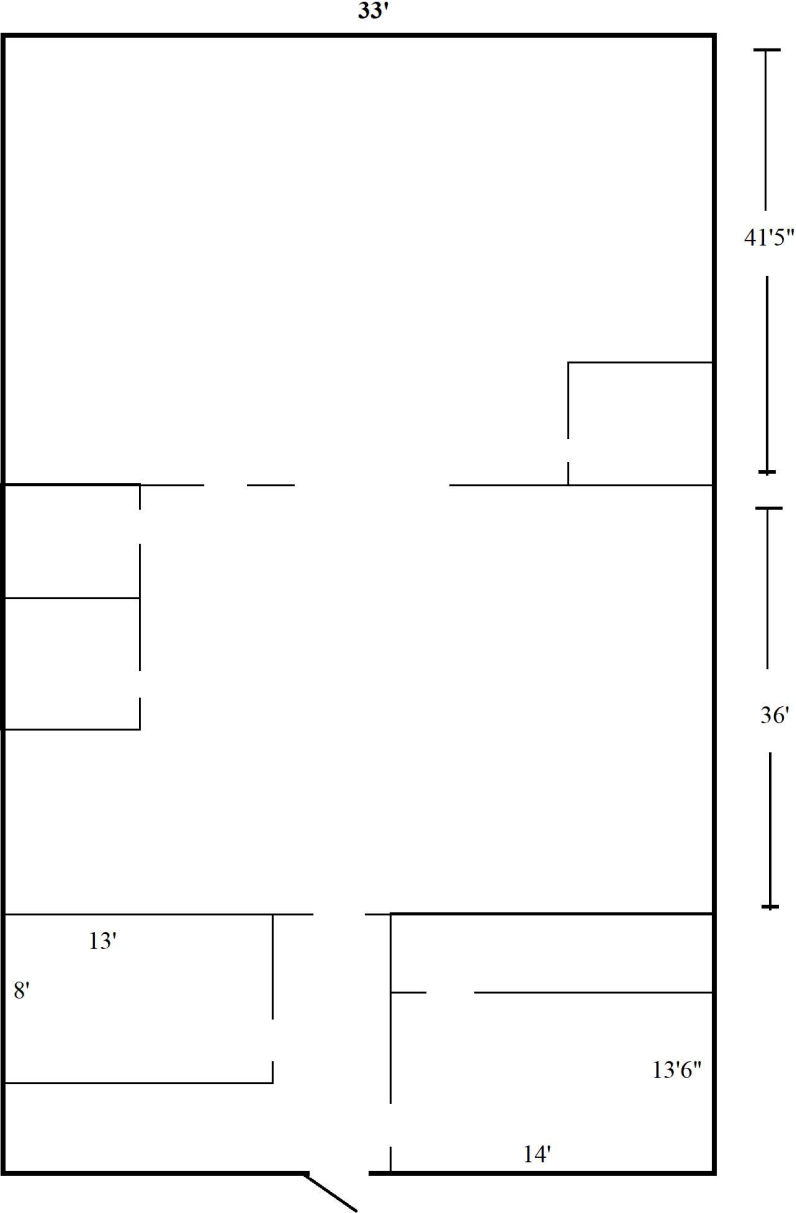
Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk this

_____ day of _____, 2024

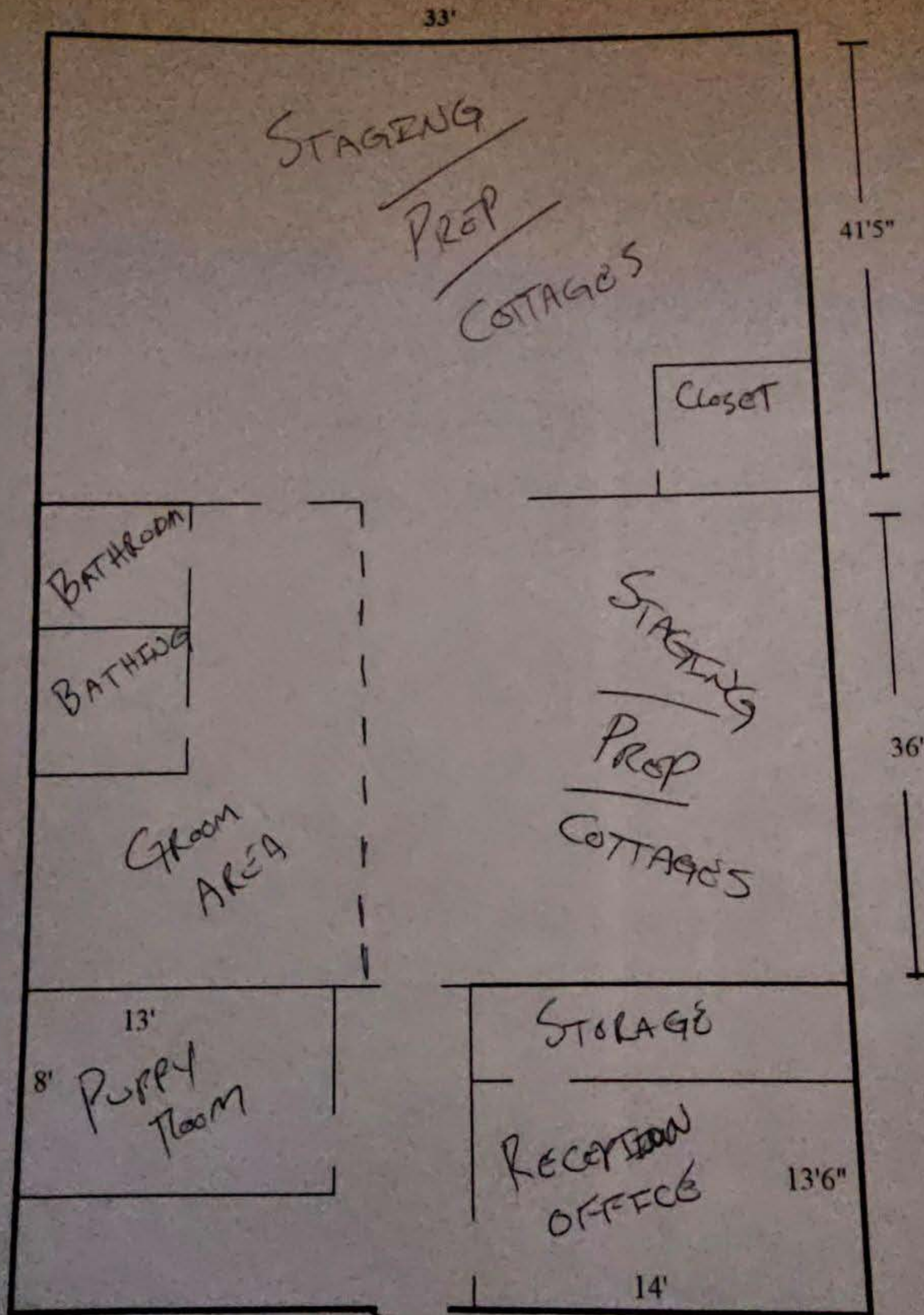
Village Clerk

Attachment: ORD SU 1740 N Rand Rd (1740 N. Rand Rd - SU Dog Grooming)



1740 N Rand Road, Palatine

Attachment: EXHIBIT - Floor Plan (1740 N. Rand Rd - SU Dog Grooming)



1740 N Rand Road, Palatine

LINE TABLE:
L1 S 37° 07' 38" E 50.00' (R&C)
L2 N 37° 09' 52" W 50.00' (R&C)

REMAINDER OF LOT 27
(NOT INCLUDED)

N 52° 52' 22" E 200.00' (R&C)
PARTY WALL

1 STORY
BRICK
BLDG #1740

102.0' 24 FT
Employee

S 52° 52' 22" W 200.00' (R&M)

LOT 27
EXCEPT N.W. 50.00'

LOT 26

PARKING LOT
5
4
3
Customer

BELL BOARD

50' S.B.L.

NORTHWESTERLY RW LINE OF
CAPRI DRIVE

402.73' (R)

3/4" FIP

CONC. CURB & GUTTER

TOTAL AREA OF PROPERTY SURVEYED 10001 SQ. FT. ±

Lorie's Cozy Cottages will be the premier destination for small breed dog grooming. What is a small breed? Dogs that are up to 19 inches long from tail to shoulder and weigh up to 55 pounds. Their temperament and size can often make them difficult to groom, both professionally and in the home. The groomers at Lorie's Cozy Cottages specialize in small breed care; removing that difficulty entirely to make absolutely sure little lovers and tiny terrors alike are happy, healthy and hardy.

Open Monday through Saturday (6:30am until 7:00pm) we will provide services that include:

➤ **Bathing**

Standard bathing in preparation for a full groom or just to freshen up your furry friend. Skunk baths for that unfortunate eventuality. Medical baths that may be needed or prescribed for veterinary care. Our staff is trained to meet your family's needs.

➤ **Fine Grooming**

We use steel combs and high-end blades for all shaving, professional shears and scissors for precision cutting. All Fine Grooming services include hydromassage bath with shampoo and conditioning, cage free blow-dry, gentle brush-out, nail and pad trim, sanitary rear and belly trim with anal gland expression. Toothbrushing is available when the brush is provided by the owner.

➤ **Show-Style Hand Stripping**

Typically for furry friends with wire coats, which includes most Terrier breeds. Lorie's Cozy Cottage offers this specialized grooming style designed to remove the excess undercoat from the top coat, unlike standard grooming which simply clips excess hair from both. Breeds with wire coats are most healthy when the undercoat is removed, leaving only the soft coat. Simply clipping their coats may cause them to change over time, dulling or altering the color of your pet. Hand Stripping also allows more control over the length of your dog's coat. This is the method of grooming used by dog show groomers for applicable breeds.

➤ **Mini-Groom Options**

Our Mini-Grooms are quick options for furry friends that don't need or want a full service. Our "Face, Feet and Fanny" option is a quick trim to keep your pal pretty for a special occasion or just for fun. A "Face Trim" is exactly that, keeping those puppy dog eyes visible to work their magic. Comb outs, de-mattings or simple quick-rinse baths round out these services.

➤ **Short Term Daycare**

Taking care of your family is necessary, it shouldn't also be stressful. After drop off, your pet will not only receive it's scheduled service, but also enjoy a stay in one of Lorie's Cozy Cottages and our indoor enrichment areas as our guest until pick up. Pets will be dropped off before their groom or service, then allowed time for socialization, play or a little rest before they're started - as well as for up to 2 hours after completion of their groom or service. A typical full-service grooming can take about 2-4 hours. Dropping your furry family off in the morning allows for a lot more flexibility in your day.

➤ **Products Sold**

On the way in or out, Lorie's Cozy Cottage will offer treats, toys and chews for good boys and girls. We don't offer any major supplies or food. Due to our specialized nature and the temperament of some of the pets we service, a calm and relaxing atmosphere is critical. Any tangible product will be small, safe and help with positive reinforcement of good pet behavior.

➤ **Staff**

Lorie's Cozy Cottage will start with a staff of 3, but we hope that demand will necessitate growth.

➤ **Customers**

Our research has indicated an estimated 6 to 10 full grooms with a small positive variance for customers selecting our Mini-Groom options.

➤ **Check In**

Reception for full-service grooming will take place in two waves: Our morning drop-off will be scheduled from 6:30am to 8:30am, afternoon drop-off will be from 10:00am to noon. This will allow ease of entry and parking for customers, as well as a short overlap that will allow our groomers to finish their scheduled services efficiently. Our Mini Groom options will be booked throughout the day. Walk-ins are welcome for Mini Groom services; but the majority of our clientele will ultimately be booked ahead of time. We will also be using the Paw Partners reception software so that our clients can book their groom or service and receive updates on its status through an app on their smartphones.

➤ Sanitation

Cleanliness is a top priority for many reasons in any animal care facility. Keeping grooming, holding, prep and play areas clean is not only important for the health of our staff - but for the pets and pet parents we serve. The facility will have 3 full cleans a day: Once in the morning upon staff arrival, we will then close our facility to client drop-off from noon to one o'clock for a midday clean, then once more at night before close. Throughout the day, dogs being dogs, spot cleaning will be done immediately. Lorie's Cozy Cottage will be implementing the use of pet-safe, animal-specific cleaning products designed to not only eliminate pet specific viruses and bacteria, but also help to nullify scents to deter other dogs from "marking" areas.

Lorie's Cozy Cottages will be a salon that prides itself on health, safety and happiness for pets and their parents. We hope to provide professional and convenient services for Palatine and our communities throughout the Northwest Suburban area. Moreover, we look to provide a place where small dog owners can have complete peace of mind, knowing their pet will be taken care of by specialists in the field. Groomers that understand small breeds and their idiosyncrasies. A shop that will provide the care and love required to make sure their dogs are comfortable in the salon, look great coming out of it and can't wait to come back. Health, safety and fun for pets so they can provide the same to their owners for years to come. The premier destination for their little loved ones grooming needs.

VILLAGE OF PALATINE
Planning and Zoning Commission

SCHEDULED 02/13/24 07:00 PM

STAFF REPORT (ID # 8844)

1740 N. Rand Road

TO: Palatine Planning and Zoning Commission
Jan Wood, Chair

FROM: Alex Bradshaw

PETITIONER: Michael Hoss

PLAN NUMBER: SU-000085-2023

BACKGROUND:

The Subject Property is approximately 3,468 square feet and is within the Capri Village Subdivision. The property is zoned B-2 General Business and was formerly occupied by Palatine Heating & Cooling. The existing building has a shared party wall with the adjoining tenant space to the north, 1742 N. Rand Road.

The parking area in front of the subject building is currently unstriped. Per Cook County's historical satellite aerial images dating back to 1998, the parking area serving the subject tenant space has never been formally striped.

The Petitioner is proposing to open a small-dog grooming business in the existing building at the subject property. Therefore, the Petitioner is requesting:

1. Special use to permit a dog grooming business as a unique use.

Surrounding Zoning/Uses:

North:	B-2 General Business (Property Management Company)
South:	B-2 General Business (Terra Tax and Flash Foto Imaging Center)
East:	B-2 General Business (The Duke of Oil)
West:	R-2 Single-Family Residential

KEY ISSUES:

- The Petitioner is proposing renovate the interior of the existing building to open a small breed dog grooming business. This will include dogs that are up to 19 inches long and weigh up to 55 pounds.
- Per the submitted application, the primary focus of the business would be styling, bathing, and show-style hand stripping of small breed dogs. The proposed hours of operation are Monday through Saturday from 6:30 AM - 7:00 PM. The business plan indicates that they will start with 3 total employees.

- The business plan indicates a “Short Term Daycare” option for dogs dropped off, prior to their scheduled grooming appointment. A typical full-service appointment can take approximately 2 - 4 hours. Dogs would not be boarded.
- Dog grooming appointments would be made through a scheduling app online. Per the business plan, drop-off times would be in two set blocks, 6:30 AM to 8:30 AM and 10 AM to 12 PM. This could help to manage the flow of client traffic with the limited parking spaces. Walk-ins could be welcome, if a groomer were available, but the majority of the clientele will schedule their appointment in advance.
- Required parking would be 5 total spaces. The majority of the tenant space was calculated as warehouse and storage space at 1/1000 square feet and the small office area was calculated at 1/300 square feet. Therefore, per Code, 5 total parking spaces are required for the proposed use.
- A site plan was submitted by the Petitioner illustrating 5 total parking spaces. 3 parking spaces in the front of the building, primarily for clients, and 2 parallel parking spaces along the south side of the building, for employees. All proposed parking spaces comply with the minimum required size.

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 small-dog grooming business in a vacant tenant space. The proposal also includes improving the site with new pavement and parking space striping. Staff understands that there is limited on-site parking, however, with the addition of the designated employee parking spaces and the staggering of scheduled appointments & drop-off times could help to effectively manage the on-site parking.

Ultimately, as the entirety of the business operations are to take place inside the facility, and as no dogs will be boarded overnight, there should not be substantial injury to the value of the properties in the surrounding neighborhood. Therefore, Staff recommends approval of the proposed use, subject to the following conditions:

1. The Special Use shall substantially conform to the business plan, floor plan, and site plan submitted by the Petitioner, Mike Hoss, except as such plans may be changed to conform to Village Codes and Ordinances.
2. The proposed parking lot improvements and striping shall be completed through

the building permit process prior to the issuance of a Village Business License. Staff shall conduct a 3-month and 6-month review of the business operations to determine if any additional conditions for the use should be recommended to the Village Council.

3. The proposed parallel parking spaces on the south side of the building shall be designated and signed as employee parking only.
4. No outdoor use by the dogs shall be permitted, without a special use amendment.

ATTACHMENTS:

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



0 50 100
ft

Print Date: 1/17/2024

Notes

Cook County Aerial 2022

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Attachment: PZC Materials - February 13, 2024 (1740 N. Rand Rd - SU Dog Grooming)



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

Michael Hoss

Business Name (if applicable)

Lorie's Cozy Cottages

Subject Property Address

1740 N. Rand Road

Please provide a description of your proposed request:

We hope to be the premier groom shop for small breed dogs (Dogs up to 19 inches long from tail to shoulder and under 55lbs). Providing a clean, safe and welcoming environment for those pets and their parents. Styling, bathing and show-style hand stripping will be our focus, as we hope to service the many pets in Palatine and the surrounding area.

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:

There are very few options for small-breed specific or specialist grooming in the area. The service is vital to the health of the pets of our community. Keeping them happy, healthy and hardy is an essential part of maintaining their role of comfort, support and love in their families. Especially for senior or special needs pets, who may require a little more work than can be provided by other groomers in the area or in the home.

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

Dogs will be supervised at all times and not allowed to roam free in anywhere but work and holding areas. Those areas will be segregated from entrances and exits to common indoor and outdoor areas. Any dog access to outdoor areas will only be in supervised areas that are fenced or gated, segregating them from anyone not on staff.

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

We have no plans for major change to the exterior that would impact the beautiful area we would be located in. Furthermore, our services are offered indoors, any messes created around the exterior will be cleaned and removed promptly. Noise will be kept to a minimum and will only be heard during our hours of operation, so as not to upset our neighbors.

In order to supplement the above standards, the Planning and Zoning Commission 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.

We have no current plans for fencing at the location. However, any future plans will be tasteful, functional and in accordance with any and all village regulations.



www.exactaland.com | office: 773.305.4011



PROPERTY ADDRESS:
1740 N RAND ROAD, PALATINE, ILLINOIS 60074

SURVEY NUMBER: 2308.5004

DATE SIGNED: 09/01/23	FIELD WORK DATE: 8/29/2023
------------------------------	-----------------------------------

REVISION DATE(S):
(REV.0 9/1/2023)

POINTS OF INTEREST

STATE OF ILLINOIS } SS
COUNTY OF LASALLE }

THIS IS TO CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY. GIVEN UNDER MY HAND AND SEAL THIS DATE HEREON.



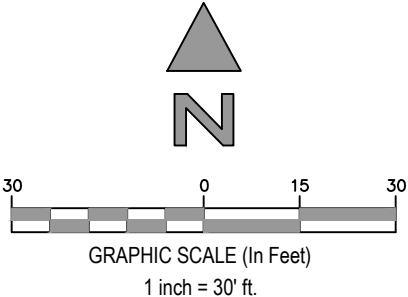
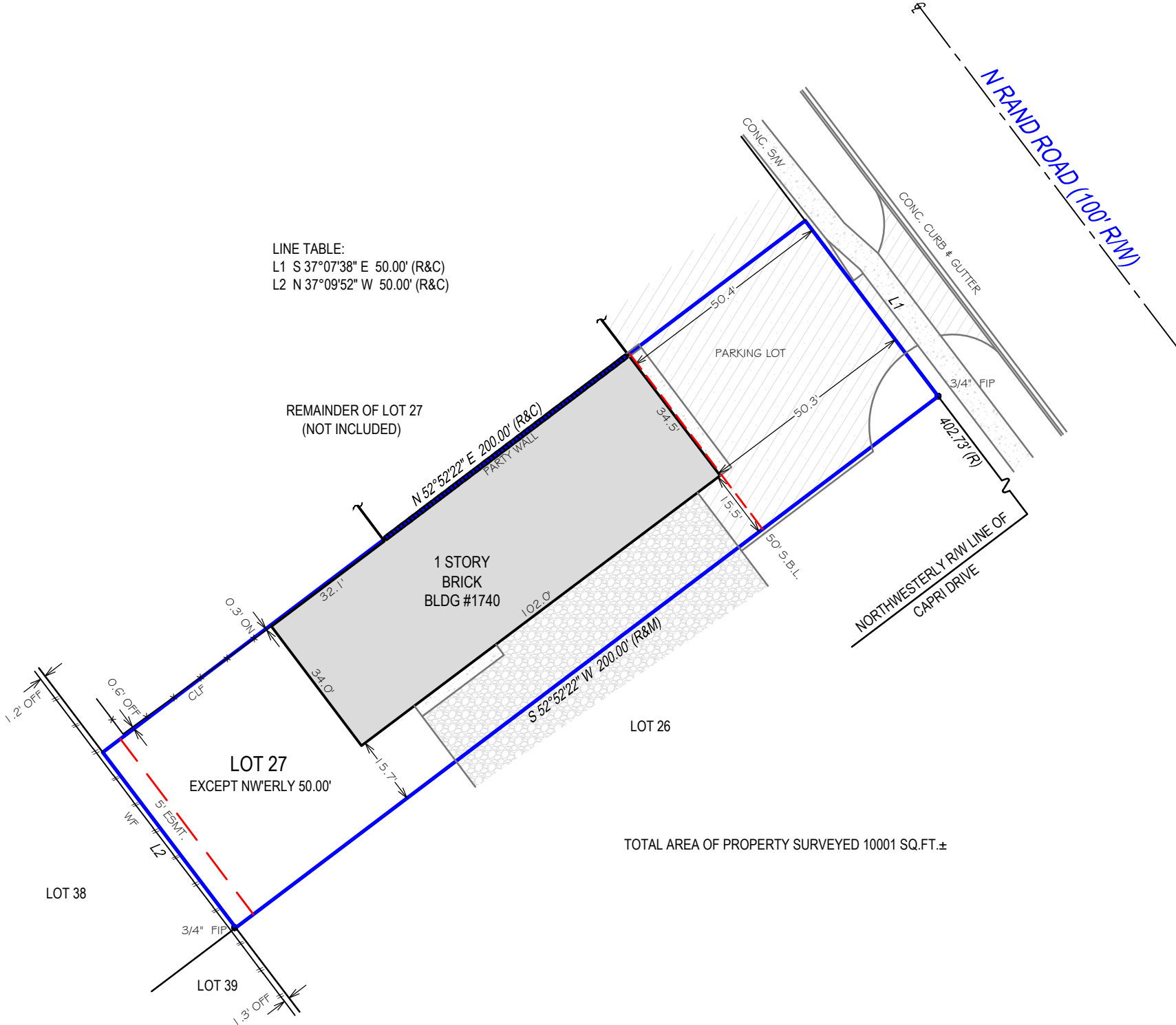
ILLINOIS PROFESSIONAL LAND SURVEYOR No. 2971
LICENSE EXPIRES 11/30/2024
EXACTA LAND SURVEYORS, LLC
PROFESSIONAL DESIGN FIRM 184008059-0008



Exacta Land Surveyors, LLC
PLS# 184008059
o: 773.305.4011
316 East Jackson Street | Morris, IL 60450



2308.5004
BOUNDARY SURVEY
COOK COUNTY



SEE PAGE 2 OF 2 FOR LEGAL DESCRIPTION
PAGE 1 OF 2 - NOT VALID WITHOUT ALL PAGES

LINE TABLE:
L1 S 37° 07' 38" E 50.00' (R&C)
L2 N 37° 09' 52" W 50.00' (R&C)

REMAINDER OF LOT 27
(NOT INCLUDED)

1 STORY
BRICK
BLDG #1740

Employee

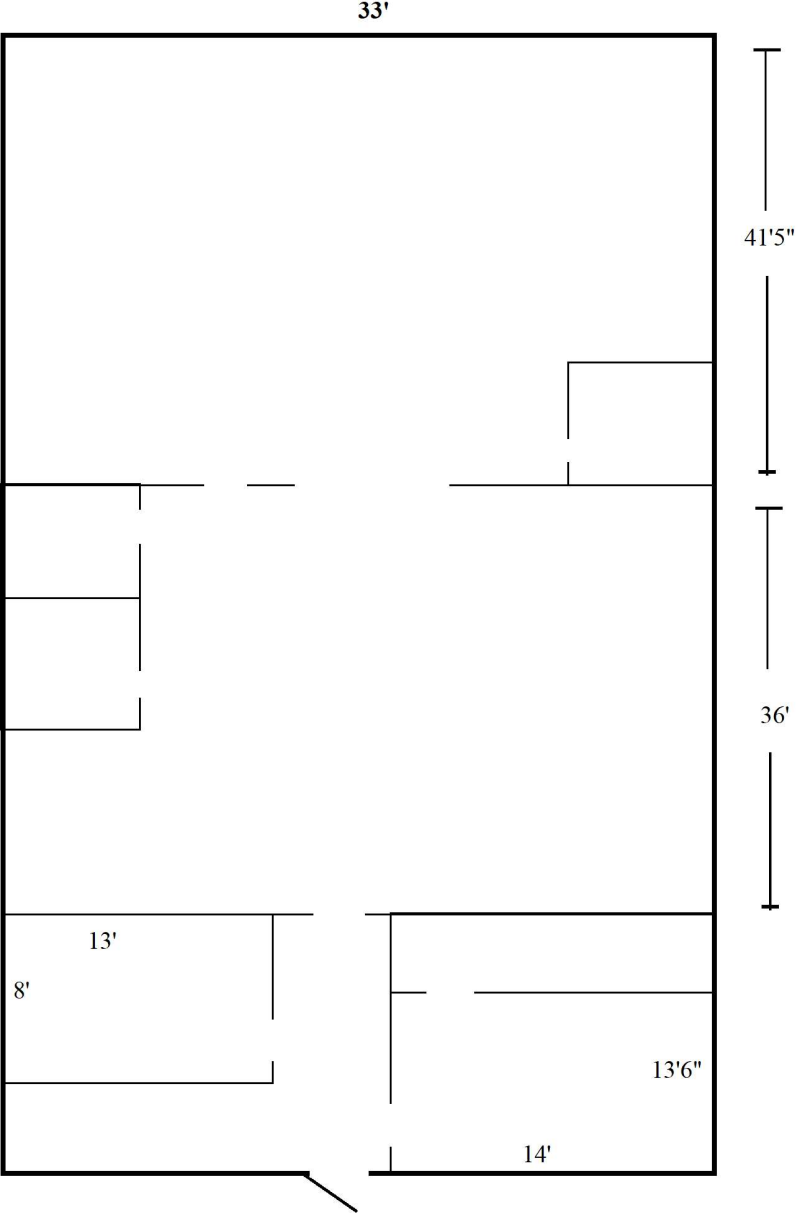
PARKING LOT
5
4
3
2
1
Customer

NORTHWESTERLY RW LINE OF
CAPRI DRIVE

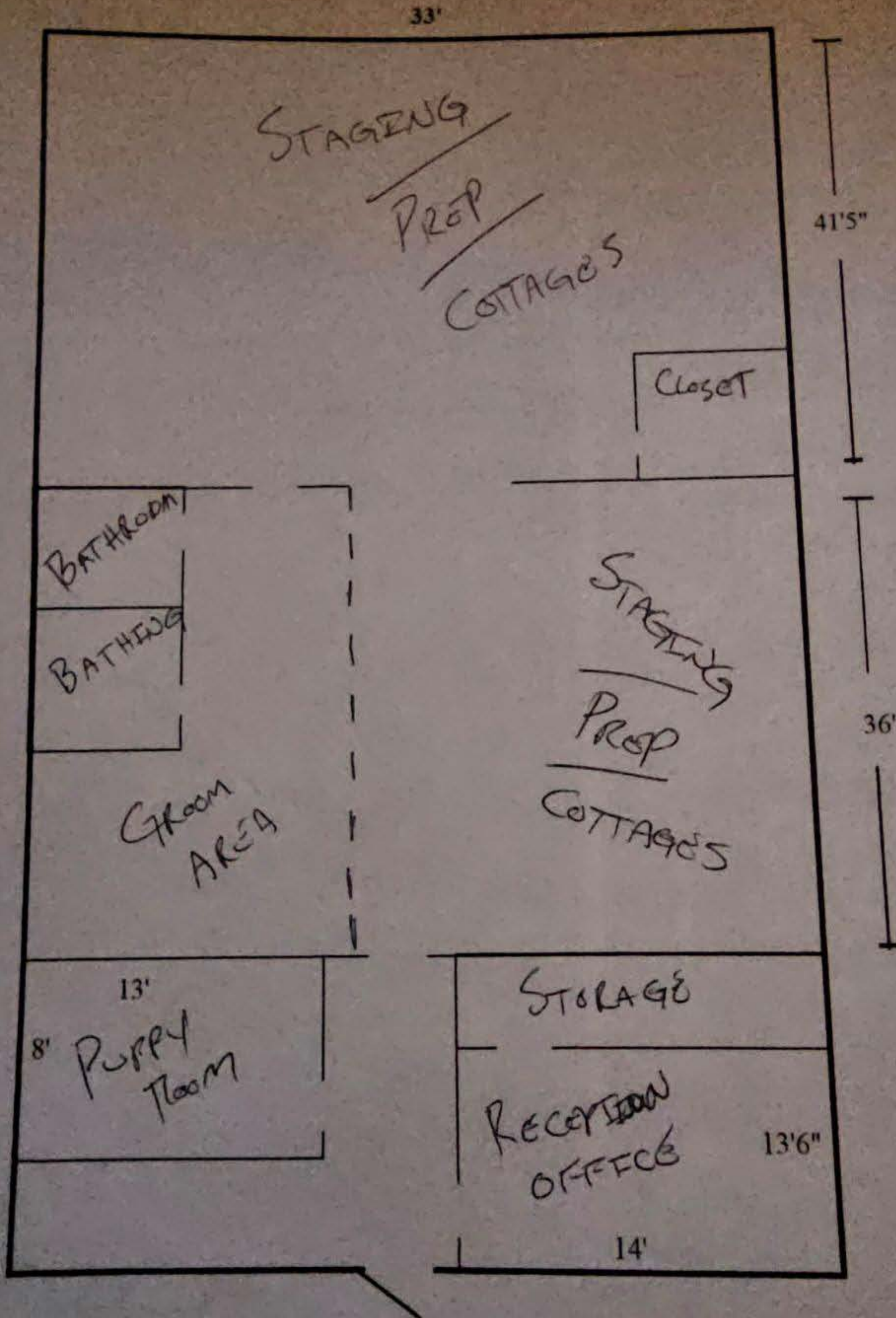
LOT 27
EXCEPT N.W. 50.00'

LOT 26

TOTAL AREA OF PROPERTY SURVEYED 10001 SQ. FT. ±



1740 N Rand Road, Palatine



1740 N Rand Road, Palatine

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CERTIFICATE OF PUBLICATION

DES PLAINES JOURNAL, INC., a 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:

Journal & Topics Newspapers
AKA Des Plaines Journal, Inc.
622 Graceland Ave.
Des Plaines, IL 60016-4556

and that said newspaper(s) is a secular newspaper of general circulation and has been published weekly in the

(Village) (Town) (City) (Township) of PALATINE 1740 N. RAND RD.
☒ ☐ ☐ ☐
 County of COOK

and State of Illinois, continuously for more than one year prior to date of the first publication of the notice attached hereto, and that said newspaper(s) complies with the requirements of Paragraphs 5 and 10, Chapter 100, of the Illinois Revised Statutes.

Further, that the notice, of which the attached is a true copy, was published ONE times in the said newspaper(s), namely once each week for ONE successive week(s) and that the first publication of said notice was made on the 25TH day of JANUARY, A.D. 2024, and the last publication thereof was made on the 25TH day of JANUARY, A.D. 2024.

Your Legal appeared in
the following Journal & Topics
Newspapers
(Des Plaines Journal, Inc.)

- ☐ Des Plaines Journal
- ☐ Elk Grove Village Journal
- ☐ Mt. Prospect Journal
- ☐ Niles Journal
- ☐ Park Ridge-Golf Mill Journal
- ☐ Prospect Heights Journal
- ☐ Rosemont Journal
- ☐ Arlington Heights Topics
- ☐ Buffalo Grove Topics
- ☒ Palatine Topics
- ☐ Rolling Meadows Topics
- ☐ Wheeling Topics
- ☐ Suburban Journal
- ☐ Northwest Journal
- ☐ Glenview Journal

"OFFICIAL SEAL"
MARY ALICE WENZL
 NOTARY PUBLIC, STATE OF ILLINOIS
 My Commission Expires 07/15/2025

Mary Alice Wenzl

IN WITNESS WHEREOF, THE **DES PLAINES JOURNAL, INC.**, has caused this certificate to be signed and its corporate seal affixed hereto at Des Plaines, Illinois this 25TH day of JANUARY, A.D., 2024.

By Todd Wessell

President

Title of Corporate Officer

County of Cook
State of Illinois

Subscribed and sworn to before me this 25TH day of JANUARY, A.D., 2024.

My commission expires the 15TH day of JULY, A.D., 2025.

Attachment: PZC Materials - February 13, 2024 (1740 N. Rand Rd - SU Dog Grooming)

4. 1740 N. Rand Road - **Recommend To Approve**
SU-000085-2023 - 1740 N. Rand Rd

Notice was published in the Journal & Topics on January 25, 2024 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

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

Mr. Bradshaw provides background information on the request, stating that the subject property spans approximately 3,500 square feet and is zoned B-2 General Business. Previously, the property was occupied by Palatine Heating & Cooling. The existing building shares a party wall with the adjacent tenant space to the north at 1742 N. Rand Rd.

He further notes that the parking area in front of the subject building is currently unstriped and records indicate it has never been formally striped. The petitioner's proposal involves opening a small-dog grooming business within the existing building on the subject property. As this constitutes a unique use for the area, the petitioner is requesting a Special Use permit to allow for the operation of the dog grooming business.

Sworn in petitioner: Mike Hoss - Part-Owner - 1740 N. Rand Rd

Mr. Hoss elaborates on his plan to open a small dog grooming business catering specifically to small breeds measuring up to 19 inches long. He emphasizes the uniqueness of his business model, focusing on the ease of grooming smaller dogs without the intimidation of larger ones.

Commissioner Kolososki inquires about the possibility of overnight boarding.

Mr. Hoss responds that overnight boarding will not be offered, and he anticipates that dogs will only stay for a few hours at a time.

Chairman Wood asks about waste management and the potential for an outdoor area.

Mr. Hoss explains that while they may walk dogs at the back of the building, they do not anticipate having an outdoor fenced area due to funding constraints. He mentions the possibility of using AstroTurf inside the facility.

Chairman Wood asks if a fence might be required.

Mr. Bradshaw clarifies that the current request does not include outdoor use, and any plans for outdoor usage would necessitate a new business plan submission.

Chairman Wood also inquires about cleaning procedures for the AstroTurf.

Mr. Hoss states that the AstroTurf will be cleaned as needed and fully sanitized three times per day.

Chairman Schubert asks about screened openings at the back of the building.

Mr. Hoss responds that they do not plan to construct any screened openings.

Chairman Wood asks about the anticipated number of dogs to be groomed per day.

Mr. Hoss estimates between 6 to 8 dogs per day.

Chairman Schubert asks whether they own or lease the building.

Mr. Hoss confirms that it is a 4-5-year lease.

Commissioner Friedman seeks clarification on the "dog cottages" noted on the floor plan.

Mr. Hoss explains that they are small dog houses for segregation.

Commissioner Bettenhausen asks about the presence of a reception area.

Mr. Hoss states that the existing reception area from the previous business will serve his needs adequately.

Commissioner Roth-Wurster asks about waste removal procedures.

Mr. Hoss explains that waste will be bagged in scented bags and disposed of in the dumpster at the back of the property, which will be emptied weekly.

Commissioner Freidman asks if he is aware of who owns vacant lot and would they be able to utilize additional parking if needed.

Mr. Hoss does not have information on the vacant lot and although he would like to imagine that his business would require additional parking, he does not anticipate a need for additional parking based on the number of dogs being groomed per day.

Commissioner Schubert asks if the building has air conditioning and ventilation, separate from the adjoining building.

Mr. Hoss states it does.

Sworn in: Jason Bitton - Remax Suburban - 1344 S. Milwaukee - Libertyville - Designated agent for owner of property and the applying tenant.

Mr. Bitton states that the building are separate fire walls and has no cross ventilation. They are 2 separate buildings.

Mr. Bradshaw provides additional information and states that the business plan will utilize a scheduling app to stagger grooming times. Walk-ins will be welcome but most appointments will be made through the app which would manage the flow of client traffic with the limited parking spaces. Required parking would be 5 total spaces and they will meet code and will need a building permit for restriping and spot 1 & 2 would be repaved which is a condition of the request.

Commissioner Friedman asks if ADA parking is required as per code.

Mr. Bradshaw states that it would be worked out during the building permit process.

Sworn in Petitioner: Kyle Van Wickevoort - 1740 N. Rand Rd - Part-Owner

Ms. Van Wickevoort elaborates on the original plan to utilize the rolling doors at the side of the building for drop-off and pick-up purposes. She references the floor plan, highlighting three separate areas to be utilized: reception, grooming with the rolling door, and a designated back area that can be closed off. Additionally, she mentions plans for indoor fencing within the facility and an

enhancement area featuring turf, plants, and herbs to simulate an outdoor environment. The color scheme of the facility will be tailored to accommodate dogs' visual perception, as dogs only see certain colors.

Ms. Van Wickevoort emphasizes that dogs will not be leaving the facility due to insurance requirements, which prohibit dogs from exiting the premises. Furthermore, the facility will specialize in catering to the needs of special needs small dogs. Additionally, she mentions the installation of a special coating on floors and walls to prevent the absorption of odors.

STAFF RECOMMENDATION:

The Petitioner is proposing to open a small-dog grooming business in a vacant tenant space. The proposal also includes improving the site with new pavement and parking space striping. Staff understands that there is limited on-site parking, however, with the addition of the designated employee parking spaces and the staggering of scheduled appointments & drop-off times could help to effectively manage the on-site parking.

Ultimately, as the entirety of the business operations are to take place inside the facility, and as no dogs will be boarded overnight, there should not be substantial injury to the value of the properties in the surrounding neighborhood. Therefore, Staff recommends approval of the proposed use, subject to the following conditions:

1. The Special Use shall substantially conform to the business plan, floor plan, and site plan submitted by the Petitioner, Mike Hoss, except as such plans may be changed to conform to Village Codes and Ordinances.
2. The proposed parking lot improvements and striping shall be completed through the building permit process prior to the issuance of a Village Business License. Staff shall conduct a 3-month and 6-month review of the business operations to determine if any additional conditions for the use should be recommended to the Village Council.
3. The proposed parallel parking spaces on the south side of the building shall be designated and signed as employee parking only.
4. No outdoor use by the dogs shall be permitted, without a special use amendment.

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

Commissioner Friedman made a motion to approve subject staff's conditions; seconded by Commissioner Roth-Wurster.

DELIBERATIONS:

Commissioner Friedman expresses support for the proposed dog grooming business, noting that it would provide a valuable service to the area. He believes the business plan is well-suited to the needs of the community and considers the location suitable for this type of enterprise.

Commissioner Roth-Wurster concurs, stating that the request meets the necessary standards and appreciates the thoroughness of the business plan. He expresses no concerns regarding the proposal.

Commissioner Kolososki adds that parking should not be an issue for the business, indicating confidence in the suitability of the location.

Chairman Wood acknowledges that it is a smaller operation and proposes implementing 3 and 6-month reviews to monitor progress. While she is not particularly concerned about noise, she hopes that waste management will be effectively addressed. Overall, she believes the location is well-suited for the business and supports the proposal.

Chairman Wood summarized that this request has met the standards and was unanimously approved by a vote of 8-0. This item will tentatively go to Village Council on Monday, March 4th, 2024.

RESULT:	RECOMMEND TO APPROVE [UNANIMOUS]
MOVER:	Eric Friedman, Vice Chairperson
SECONDER:	Cindy Roth-Wurster, Commissioner
AYES:	Noonan, Roth-Wurster, Friedman, Wood, Bettenhausen, Kolososki, Cavanaugh, Schubert
ABSENT:	Fedota

Consider an Ordinance Granting a Special Use to Permit a Martial Arts School at 58 W. Illinois Avenue

BACKGROUND:

The Petitioner is proposing to open a new martial arts and fitness school, within the subject tenant space. With the proposed use, the total required parking exceeds the parking spaces currently provided on-site. Therefore, the Petitioner is requesting approval of the following:

1. **Special use to permit a Martial Arts School; and**
2. **Variation to permit 40 parking spaces, instead of the minimum required 44 parking spaces.**

KEY ISSUES:

- The Petitioner is proposing to lease an approximately 2,250 square foot vacant tenant space to open a martial arts and fitness school. Classes would include tae kwon do and kickboxing for both kids and adults.
- The submitted business plan indicates that individual training will be offered by appointment only. The regular hours of operation, for scheduled classes up to 12 people per class, are as follows: Monday - Friday: 5 PM - 9 PM and Saturday: 10 AM - 3 PM.
- Staff notes that the other shopping center businesses have varying hours of operation. For example, Billy's Hot Dogs operates from 10:30 AM to 6 PM during the week, Elite Health and Wellness has office hours during the week from approximately 8 AM to 1 PM (Tuesday's until 7 PM), and the Hair Salon operates during the day 9 AM to 5 PM. As part of the review of this petition, Staff completed several parking assessment counts at varying dates/times and never observed more than 16 spaces of the existing 40 spaces occupied.

ALTERNATIVES:

1. Approve the Special Use to permit a Martial Arts School and a Variation to permit 40 parking spaces, instead of the minimum required 44 parking spaces.
2. Do not approve the Special Use to permit a Martial Arts School and a Variation to permit 40 parking spaces, instead of the minimum required 44 parking spaces.

RECOMMENDATION:

Public Hearing: PZC meeting on February 13, 2024.

Residents testifying: None.

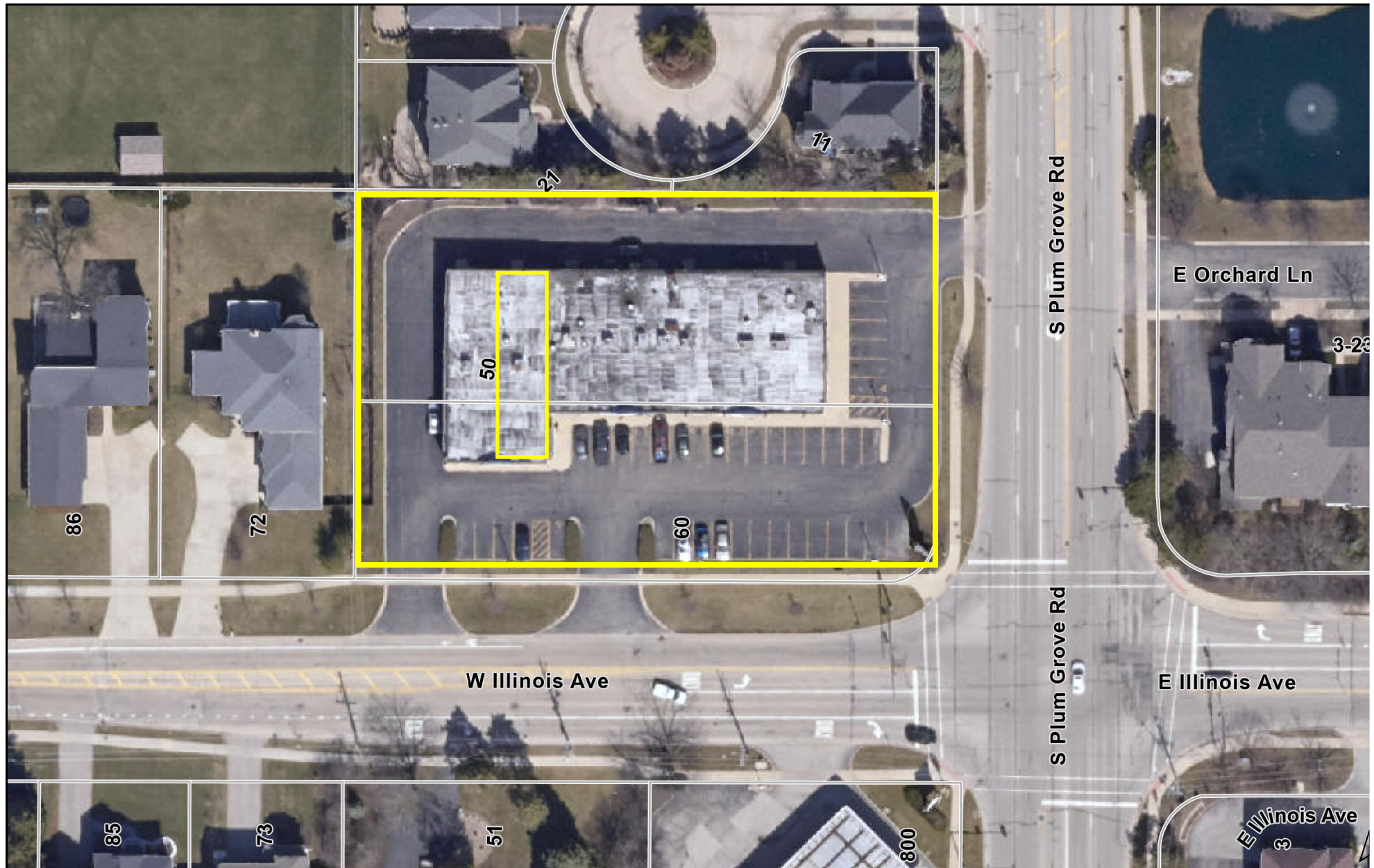
Vote: The PZC voted unanimously to approve the Special Use to permit a Martial Arts School and parking Variation and Staff concurs.

ACTION REQUIRED:

A motion to approve the ordinance granting a Special Use to permit a Martial Arts School; and a Variation to permit 40 parking spaces, instead of the minimum required 44 parking spaces.

ATTACHMENTS:

- Aerial Map
- ORD SU VAR 58 W Illinois Ave
- EXHIBIT - Floor Plan
- EXHIBIT - Business Plan
- PZC Materials - February 13, 2024
- PZC Minutes - February 13, 2024



W Illinois Ave

S Plum Grove Rd

E Orchard Ln

S Plum Grove Rd

E Illinois Ave

E Illinois Ave

0 100 200
ft

Print Date: 1/4/2024

Notes

Cook County Aerial 2022

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 (58 W. Illinois Ave - SU Martial Arts School VAR Parking)

ORDINANCE NO. _____

**AN ORDINANCE GRANTING A SPECIAL USE AND VARIATION AT
58 W. ILLINOIS AVENUE**

WHEREAS, pursuant to a petition and public hearing on February 13, 2024, of which public notice was given as required by law, the Planning and Zoning Commission 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 Martial Arts School at the subject property pursuant to Section 11.03 (d) (20) of the Palatine Zoning Ordinance; and a Variation to permit 40 parking spaces, instead of the minimum required 44 parking spaces pursuant to Section 7.03 (b) (1) of the Palatine Zoning Ordinance, on the following legally described property:

PARCEL 1

LOT 5 IN BLOCK 6 IN ARTHUR T. Mc INTOSH AND COMPANY'S PALATINE ESTATE UNIT NO. 1 OF THE SOUTH EAST 1/4 OF THE SOUTH EAST 1/4 OF SECTION 22 AND THE SOUTH WEST 1/4 OF THE SOUTH WEST 1/4 OF SECTION 23, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 2

LOT 6 IN BLOCK 6 IN ARTHUR T. Mc INTOSH AND COMPANY'S PALATINE ESTATE UNIT NO. 1 OF THE SOUTH EAST 1/4 OF THE SOUTH EAST 1/4 OF SECTION 22 AND THE SOUTH WEST 1/4 OF THE SOUTH WEST 1/4 OF SECTION 23, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

commonly known as 58 W. Illinois Avenue (PIN# 02-22-410-011-0000 and 02-22-410-012-0000).

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 VAR 58 W Illinois Ave (58 W. Illinois Ave - SU Martial Arts School VAR Parking)

SECTION 1: Special Use to permit a Martial Arts School at the subject property pursuant to Section 11.03 (d) (20) of the Palatine Zoning Ordinance; and a Variation to permit 40 parking spaces, instead of the minimum required 44 parking spaces pursuant to Section 7.03 (b) (1) of the Palatine Zoning Ordinance, is hereby granted, subject to the following condition(s):

1. The Special Use and Variation shall substantially conform to the Floor Plan, Business Plan, and Hours of Operation submitted by the Petitioner, Oleksandr Dmytruv, Dmytruv Team LLC, 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 _____, 2024

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

APPROVED by me this _____ day of _____, 2024

Mayor of the Village of Palatine

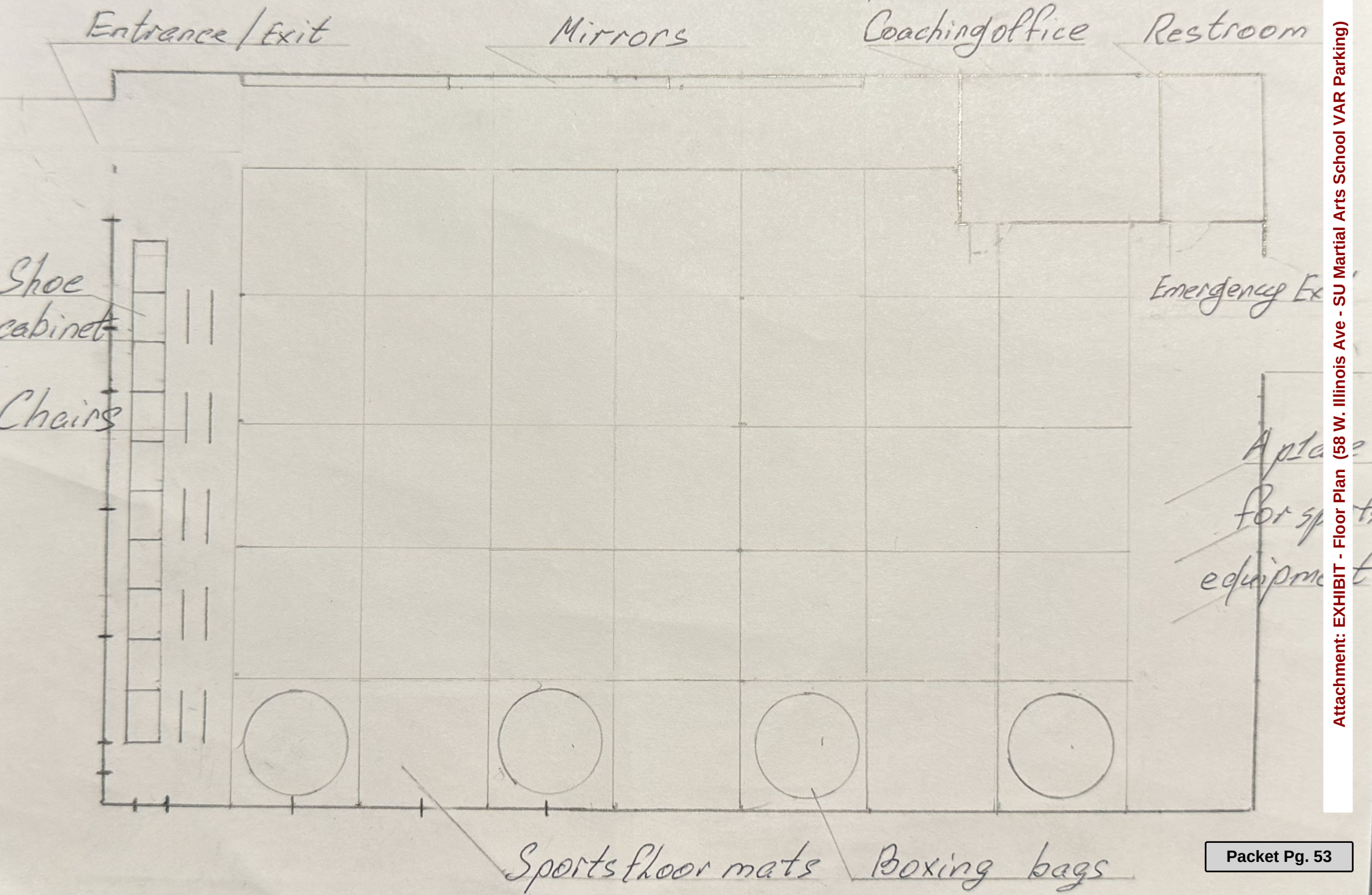
ATTESTED and FILED in the office of the Village Clerk this

_____ day of _____, 2024

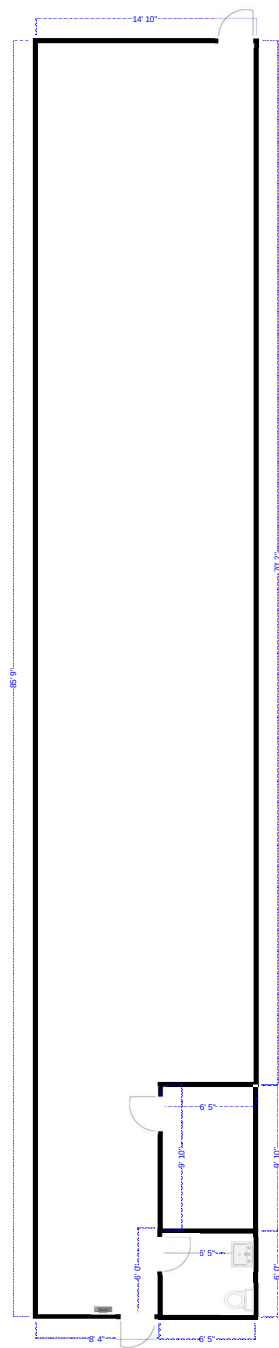
Village Clerk

Attachment: ORD SU VAR 58 W Illinois Ave (58 W. Illinois Ave - SU Martial Arts School VAR Parking)

Floor Plan (Martial Arts and Fitness) 58 W. Illinois Avenue, Palatine, Illinois 60067



58 Plum



BUSINESS PLAN

SCHEDULE OF CLASSES & GROUPS

MONDAY:

5.00 - 6.00 pm - "TKD KIDS" - TAEKWON-DO ITF CHILDREN 5 - 7 years old (Coach Lesia Dmytruv, assistant Yeva Dmytruv)

6.00 - 7.00 pm - "CHILDREN TKD" - TAEKWON-DO ITF CHILDREN 8 - 10 years old (Coach Oleksandr Dmytruv, assistant Adrian Dmytruv)

7.00 - 8.00 pm - "TEENS TKD" - TAEKWON-DO ITF 11 - 15 years old (Coach Oleksandr Dmytruv)

8.00 - 9.00 pm - "TKD ADULTS " - TAEKWON-DO ITF 16 + (Coach Oleksandr Dmytryv)

TUESDAY:

5.00 - 6.00 pm - "POINT FIGHT KICKBOXING" CHILDREN 7 - 10 years old (Coach Oleksandr Dmytruv, assistant Yeva Dmytruv)

6.00 - 7.00 pm - "LADY FITNESS" Fitness/Pilates for WOMEN (Coach Lesia Dmytruv)

7.00 - 8.00 pm - "LIGHT CONTACT KICKBOXING" 11 - 15 years old (Coach Oleksandr Dmytruv, assistant Adrian Dmytruv)

8.00 - 9.00 pm - "ADULTS KICKBOXING" 16+ years old (Coach Oleksandr Dmytryv)

WEDNESDAY:

5.00 - 6.00 pm - "TKD KIDS" - TAEKWON-DO ITF CHILDREN 5 - 7 years old (Coach Lesia Dmytruv, assistant Yeva Dmytruv)

6.00 - 7.00 pm - "CHILDREN TKD" - TAEKWON-DO ITF CHILDREN 8 - 10 years old (Coach Oleksandr Dmytruv, assistant Adrian Dmytruv)

7.00 - 8.00 pm - "TEENS TKD" - TAEKWON-DO ITF 11 - 15 years old (Coach Oleksandr Dmytruv)

8.00 - 9.00 pm - "TKD ADULTS " - TAEKWON-DO ITF 16 + years old (Coach Oleksandr Dmytruv)

THURSDAY:

5.00 - 6.00 pm - "POINT FIGHT KIKBOXING" CHILDREN 7 - 10 years old (Coach Oleksandr Dmytruv, assistant Yeva Dmytruv)

6.00 - 7.00 pm - "LADY FITNESS" - Fitness/Pilates for WOMEN (Coach Lesia Dmytruv)

7.00 - 8.00 pm - "LIGHT CONTACT KIKBOXING" 11 - 15 years old (Coach Oleksandr Dmytruv, assistant Adrian Dmytruv)

8.00 - 9.00 pm - "ADULTS KIKBOXING" 16+ years old (Coach Oleksandr Dmytryv)

FRIDAY:

5.00 - 6.00 pm - "TKD KIDS" - TAEKWON-DO ITF CHILDREN 5 - 7 years old (Coach Lesia Dmytruv, assistant Yeva Dmytruv)

6.00 - 7.00 pm - "CHILDREN TKD" - TAEKWON-DO ITF CHILDREN 8 - 10 years old (Coach Oleksandr Dmytruv, assistant Adrian Dmytruv)

7.00 - 8.00 pm - "TEENS TKD" - TAEKWON-DO ITF 11 - 15 years old (Coach Oleksandr Dmytruv)

8.00 - 9.00 pm - "TKD ADULTS " - TAEKWON-DO ITF 16 + years old

SATURDAY:

10.00 - 11.00 am - "POINT FIGHT KICKBOXING" CHILDREN 7 - 10 years old (Coach Oleksandr Dmytruv, assistant Yeva Dmytruv)

11.00 - 12.00 am - "LADY FITNESS" - STRETCHING for WOMEN (Coach Lesia Dmytruv)

12.00 - 1.00 pm - "LIGHT CONTACT KICKBOXING" 11 - 15 years old (Coach Oleksandr Dmytruv, assistant Adrian Dmytruv)

1.00 - 2.00 pm - "ADULTS KICKBOXING" - 16+ years old (Coach Oleksandr Dmytryv)

2.00 - 3.00 pm - "SELF-DEFENSE FOR WOMEN" (Coach Oleksandr Dmytruv)

INDIVIDUAL TRAINING BY EMPLOYMENT ONLY !!!

TAEKWON-DO ITF & KICKBOXING (224)-830-2457 (OLEKSANDR)

FITNESS/PILATES/STRETCHING (224)830-2516 (LESIA)

EMPLOYEES: OLEKSANDR DMYTRUV, LESIA DMYTRUV, ADRIAN DMYTRUV, YEVA DMYTRUV

EXPECTED TOTAL NUMBER OF INDIVIDUALS PER CLASSES - 96 (8 CLASSES AND 12 STUDENTS IN EACH CLASS)

VILLAGE OF PALATINE
Planning and Zoning Commission

SCHEDULED 02/13/24 07:00 PM

STAFF REPORT (ID # 8841)

58 W. Illinois Avenue

TO: Palatine Planning and Zoning Commission
Jan Wood, Chair

FROM: Alex Bradshaw

PETITIONER: Oleksandr Dmytruv, Dmytruv Team LLC

PLAN NUMBER: SU-000087-2023

BACKGROUND:

The Subject Property is zoned B-2 General Business District. The shopping center is located at the northwest corner of Plum Grove Rd and Illinois Ave. The subject tenant space was previously occupied by K Cleaners. Other businesses within the shopping center include Armanetti's Beer-Wine-Spirits, Billy's Hot Dogs, Tre Amici Pizza, Hair Salon, and Elite Health and Wellness.

The Petitioner is proposing to open a new martial arts & fitness school within the subject tenant space. With the proposed use, the total required parking exceeds the parking spaces currently provided on-site. Therefore, the Petitioner is requesting:

- 1. Special use to permit a Martial Arts School; and**
- 2. Variation to permit 40 parking spaces, instead of the minimum required 44 parking spaces.**

Surrounding Zoning/Uses:

North:	P - Planned Development (Summerset Court - 6-lot residential subdivision)
South:	R-2 Single-Family Residential & B-2 General Business (Mobil Gas Station)
East:	P - Planned Development (Aspen Grove Condominiums)
West:	R-2 Single-Family Residential

KEY ISSUES:

- The Petitioner is proposing to lease an approximately 2,250 square foot vacant tenant space to open a martial arts & fitness school. Classes would include taekwondo and kickboxing for both kids and adults.

- The submitted business plan indicates that individual training will be offered by appointment only. The regular hours of operation, for scheduled classes up to 12 people per class, are as follows:
 - Monday - Friday: 5 PM - 9 PM
 - Saturday: 10 AM - 3 PM
- Staff notes that the other businesses in the shopping center have varying hours of operation. For example; Billy's Hot Dogs typically operates from 10:30 AM to approximately 6 PM during the week, Elite Health and Wellness has office hours during the week from approximately 8 AM to 1 PM (Tuesday's until 7 PM), and the Hair Salon operates during the day 9 AM to 5 PM.
- When calculated at 1 space per 300 square feet the total required parking for the proposed use would be 8 parking spaces. There are 40 total existing parking spaces that are provided for the shopping center. 44 parking spaces would be required with the inclusion of the proposed martial arts business. Therefore, a Variation of 4 parking spaces would be required.

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.

STAFF RECOMMENDATION:

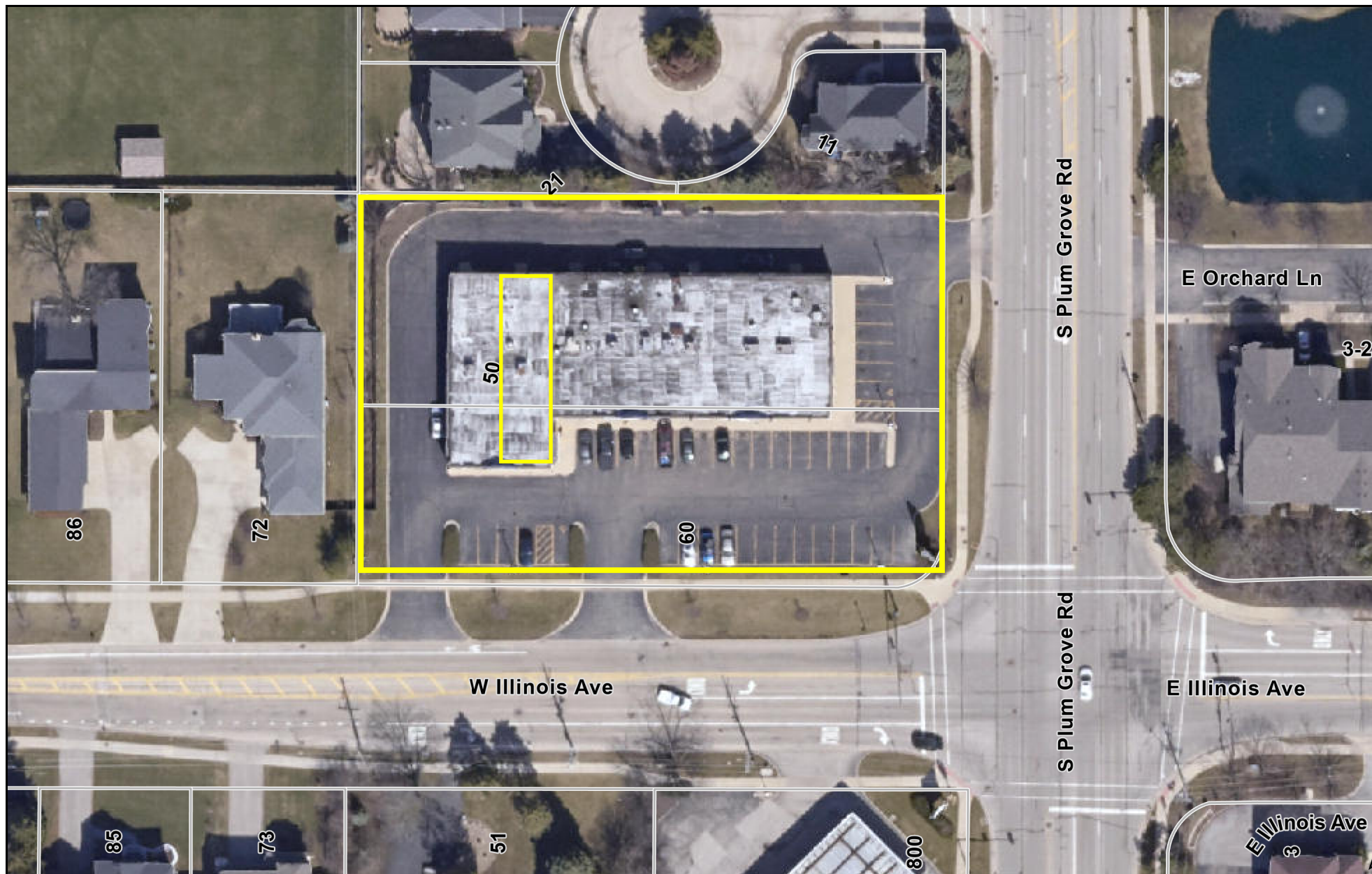
The Petitioner is proposing to take over a vacant tenant space to open a new martial arts and fitness school. The proposed use requires a Variation for required parking, falling 4 parking spaces short of what is required by Code. Staff notes that, as a whole, the businesses within the shopping center have staggered hours of operation. Additionally, limiting the martial arts and fitness classes sizes to a maximum of 12 persons and scheduling the classes in the evenings should allow for the parking lot to adequately service all tenants. Also, the special use review is contingent upon the proposed hours, class sizes, and operations. Any change therein would require a

special use amendment. Therefore, Staff recommends approval of the proposed Special Use and Variation, subject to the following condition:

1. The Special Use and Variation shall substantially conform to the Floor Plan, Business Plan, and Hours of Operation submitted by the Petitioner, Oleksandr Dmytruv, Dmytruv Team LLC, except as such plans may be changed to conform to the Village Codes and Ordinances.

ATTACHMENTS:

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



0 100 200
ft

Print Date: 1/4/2024

Notes

Cook County Aerial 2022

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.



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

Oleksandr Dmytruv

Business Name (if applicable)

Dmytruv Team, LLC

Subject Property Address

58 W. Illinois Avenue

Please provide a description of your proposed request:

Special Use for Martial Arts school and Fitness

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:

A cozy place with a convenient location near schools.

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

All possible safety and health measures will be used also insurance.

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

We intend to cooperate with neighbors and our customers will use their service.

In order to supplement the above standards, the Planning and Zoning Commission 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.

After obtaining a special permit we will try to comply with requirements

IL Ave + Plum

Trust Agreement, dated August 16 1990 and known as Trust Number 9761

IT IS AGREED:

PARKWAY BANK AND TRUST COMPANY, an Illinois Banking Corporation, as Trustee hereunder, is about to take legal and equitable title to the following described real estate in COOK County, Illinois:

Lot 5 In Block 6 In Arthur T. Mc Intosh and Company's Palatine Estate Unit No. 1 of the South East 1/4 of the South East 1/4 of Section 22 and the South West 1/4 of the South West 1/4 of Section 23, Township 42 North, Range 10 East of the Third Principal Meridian, in Cook County, Illinois. PIN: 02-22-410-011

Lot 6 In Block 6 in McIntosh and Company's Palatine Estates, Unit No. 1, of the South East 1/4 of the South East 1/4 of Section 22, and the South West 1/4 of the South West 1/4 of Section 23, Township 42 North, Range 10, East of the Third Principal Meridian, in Cook County, Illinois. - PIN: 02-22-410-012

44-60 Illinois Avenue, Palatine, Ill.

otherwise known as _____ and that when it has taken the title thereto or to any other real estate deeded to it as Trustee hereunder which it has accepted in writing, it will hold it for the uses and purposes set forth herein. Any other real estate deeded to the Trustee without written acceptance by the Trustee shall not be subject to this agreement.

LEGAL DESCRIPTION

LOTS 5 AND 6 IN BLOCK 6 IN ARTHUR T. MC INTOSH AND COMPANY'S PALATINE ESTATE UNIT NO. 1, A SUBDIVISION OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 22, AND THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 23, TOWNSHIP 42 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

STATE OF ILLINOIS
COUNTY OF COOK

NOTARIAL PUBLIC
J. Lawrence J. Lawrence
NOTARY PUBLIC
ILLINOIS
My Comm. Expires 08/15/92

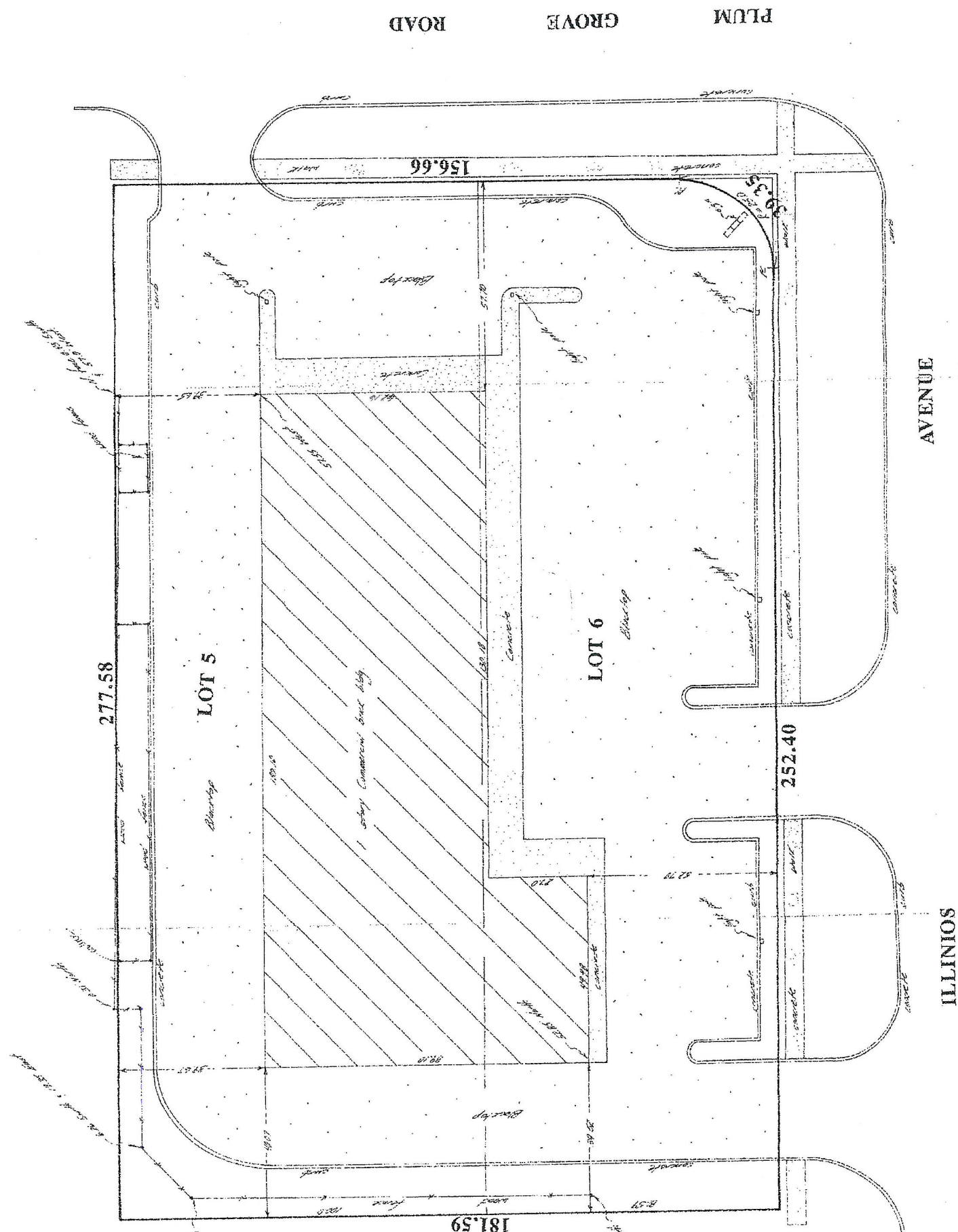
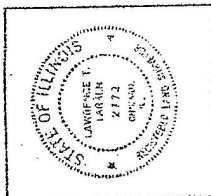
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J. Lawrence J. Lawrence
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My Comm. Expires 08/15/92

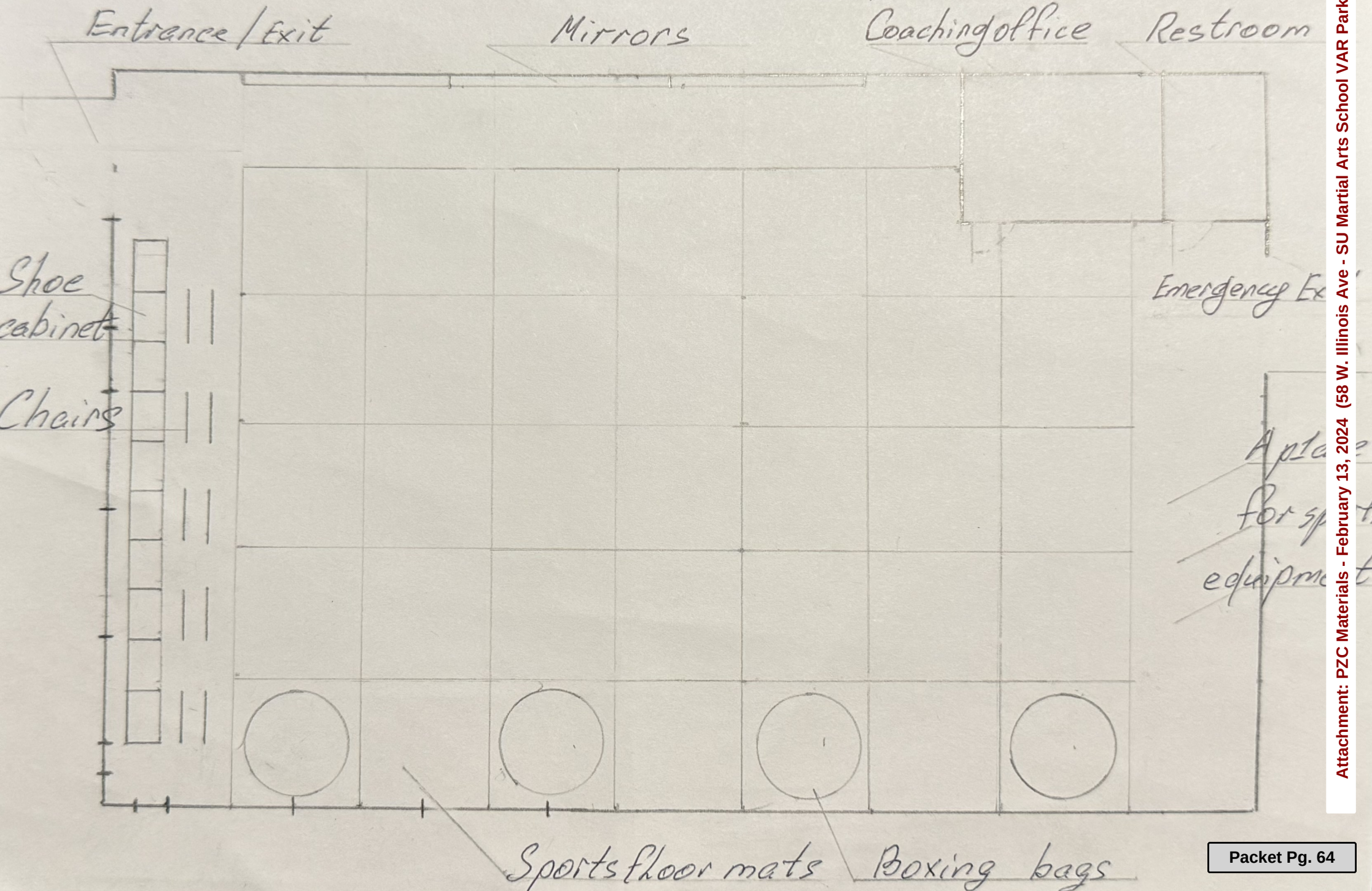
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ORDERED BY: Barbara A. Kelly

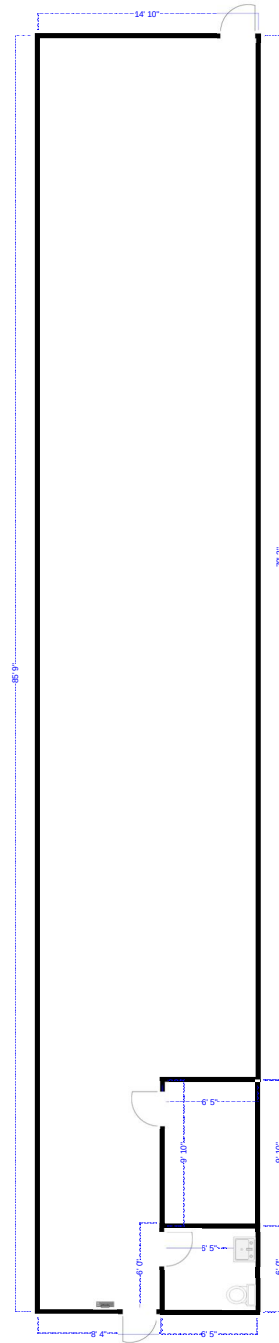
CRUIER NO: 22-410-10



Floor Plan (Martial Arts and Fitness) 58 W. Illinois Avenue, Palatine, Illinois 60067



58 Plum



BUSINESS PLAN

SCHEDULE OF CLASSES & GROUPS

MONDAY:

5.00 - 6.00 pm - "TKD KIDS" - TAEKWON-DO ITF CHILDREN **5 - 7 years old** (Coach Lesia Dmytruv, assistant Yeva Dmytruv)

6.00 - 7.00 pm - "CHILDREN TKD" - TAEKWON-DO ITF CHILDREN **8 - 10 years old** (Coach Oleksandr Dmytruv, assistant Adrian Dmytruv)

7.00 - 8.00 pm - "TEENS TKD" - TAEKWON-DO ITF **11 - 15 years old** (Coach Oleksandr Dmytruv)

8.00 - 9.00 pm - "TKD ADULTS " - TAEKWON-DO ITF **16 +** (Coach Oleksandr Dmytryv)

TUESDAY:

5.00 - 6.00 pm - "POINT FIGHT KICKBOXING" CHILDREN **7 - 10 years old** (Coach Oleksandr Dmytruv, assistant Yeva Dmytruv)

6.00 - 7.00 pm - "LADY FITNESS" Fitness/Pilates for WOMEN (Coach Lesia Dmytruv)

7.00 - 8.00 pm - "LIGHT CONTACT KICKBOXING" **11 - 15 years old** (Coach Oleksandr Dmytruv, assistant Adrian Dmytruv)

8.00 - 9.00 pm - "ADULTS KICKBOXING" **16+ years old** (Coach Oleksandr Dmytryv)

WEDNESDAY:

5.00 - 6.00 pm - "TKD KIDS" - TAEKWON-DO ITF CHILDREN **5 - 7 years old** (Coach Lesia Dmytruv, assistant Yeva Dmytruv)

6.00 - 7.00 pm - "CHILDREN TKD" - TAEKWON-DO ITF CHILDREN **8 - 10 years old** (Coach Oleksandr Dmytruv, assistant Adrian Dmytruv)

7.00 - 8.00 pm - "TEENS TKD" - TAEKWON-DO ITF **11 - 15 years old** (Coach Oleksandr Dmytruv)

8.00 - 9.00 pm - "TKD ADULTS " - TAEKWON-DO ITF **16 + years old** (Coach Oleksandr Dmytruv)

THURSDAY:

5.00 - 6.00 pm - "POINT FIGHT KIKBOXING" CHILDREN **7 - 10 years old** (Coach Oleksandr Dmytruv, assistant Yeva Dmytruv)

6.00 - 7.00 pm - "LADY FITNESS" - Fitness/Pilates for WOMEN (Coach Lesia Dmytruv)

7.00 - 8.00 pm - "LIGHT CONTACT KIKBOXING" **11 - 15 years old** (Coach Oleksandr Dmytruv, assistant Adrian Dmytruv)

8.00 - 9.00 pm - "ADULTS KIKBOXING" **16+ years old** (Coach Oleksandr Dmytryv)

FRIDAY:

5.00 - 6.00 pm - "TKD KIDS" - TAEKWON-DO ITF CHILDREN 5 - 7 years old (Coach Lesia Dmytruv, assistant Yeva Dmytruv)

6.00 - 7.00 pm - "CHILDREN TKD" - TAEKWON-DO ITF CHILDREN 8 - 10 years old (Coach Oleksandr Dmytruv, assistant Adrian Dmytruv)

7.00 - 8.00 pm - "TEENS TKD" - TAEKWON-DO ITF 11 - 15 years old (Coach Oleksandr Dmytruv)

8.00 - 9.00 pm - "TKD ADULTS " - TAEKWON-DO ITF 16 + years old

SATURDAY:

10.00 - 11.00 am - "POINT FIGHT KICKBOXING" CHILDREN 7 - 10 years old (Coach Oleksandr Dmytruv, assistant Yeva Dmytruv)

11.00 - 12.00 am - "LADY FITNESS" - STRETCHING for WOMEN (Coach Lesia Dmytruv)

12.00 - 1.00 pm - "LIGHT CONTACT KICKBOXING" 11 - 15 years old (Coach Oleksandr Dmytruv, assistant Adrian Dmytruv)

1.00 - 2.00 pm - "ADULTS KICKBOXING" - 16+ years old (Coach Oleksandr Dmytryv)

2.00 - 3.00 pm - "SELF-DEFENSE FOR WOMEN" (Coach Oleksandr Dmytruv)

INDIVIDUAL TRAINING BY EMPLOYMENT ONLY !!!

TAEKWON-DO ITF & KICKBOXING (224)-830-2457 (OLEKSANDR)

FITNESS/PILATES/STRETCHING (224)830-2516 (LESIA)

EMPLOYEES: OLEKSANDR DMYTRUV, LESIA DMYTRUV, ADRIAN DMYTRUV, YEVA DMYTRUV

EXPECTED TOTAL NUMBER OF INDIVIDUALS PER CLASSES - 96 (8 CLASSES AND 12 STUDENTS IN EACH CLASS)

CERTIFICATE OF PUBLICATION

DES PLAINES JOURNAL, INC., a 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:

Journal & Topics Newspapers
AKA Des Plaines Journal, Inc.
 622 Graceland Ave.
 Des Plaines, IL 60016-4556

and that said newspaper(s) is a secular newspaper of general circulation and has been published weekly in the

(Village) (Town) (City) (Township) of PALATINE 58 W. ILLINOIS AVE.

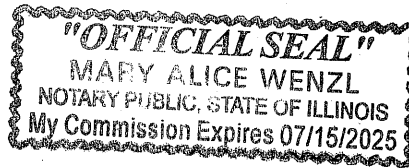
 County of COOK

and State of Illinois, continuously for more than one year prior to date of the first publication of the notice attached hereto, and that said newspaper(s) complies with the requirements of Paragraphs 5 and 10, Chapter 100, of the Illinois Revised Statutes.

Further, that the notice, of which the attached is a true copy, was published ONE times in the said newspaper(s), namely once each week for ONE successive week(s) and that the first publication of said notice was made on the 25TH day of JANUARY, A.D. 2024, and the last publication thereof was made on the 25TH day of JANUARY, A.D. 2024.

Your Legal appeared in
 the following Journal & Topics
 Newspapers
 (Des Plaines Journal, Inc.)

- ☐ Des Plaines Journal
- ☐ Elk Grove Village Journal
- ☐ Mt. Prospect Journal
- ☐ Niles Journal
- ☐ Park Ridge-Golf Mill Journal
- ☐ Prospect Heights Journal
- ☐ Rosemont Journal
- ☐ Arlington Heights Topics
- ☐ Buffalo Grove Topics
- ☒ Palatine Topics
- ☐ Rolling Meadows Topics
- ☐ Wheeling Topics
- ☐ Suburban Journal
- ☐ Northwest Journal
- ☐ Glenview Journal



Mary Alice Wenzl
 IN WITNESS WHEREOF, THE **DES PLAINES JOURNAL, INC.**, has caused this certificate to be signed and its corporate seal affixed hereto at Des Plaines, Illinois this 25TH day of JANUARY, A.D., 2024.

By Todd Wessell

President

Title of Corporate Officer

County of Cook
 State of Illinois

Subscribed and sworn to before me this 25TH day of JANUARY, A.D., 2024.

My commission expires the 15TH day of JULY, A.D., 2025.

6. 58 W. Illinois Avenue - **Recommend To Approve**
SU-000087-2023 - 58 W. Illinois Avenue

Notice was published in the Journal & Topics on January 25, 2024 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

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

Mr. Bradshaw provides background information on the request, stating that the property is zoned B-2 General Business District. The shopping center is situated at the northwest corner of Plum Grove Rd and Illinois Ave. The space in question was previously occupied by K Cleaners. Mr. Bradshaw also mentions other businesses within the shopping center.

He explains that the petitioner intends to open a new martial arts and fitness school within the space. However, the proposed use would require more parking spaces than currently available on-site. Therefore, the petitioner is seeking a Special Use permit to allow for the operation of a Martial Arts School and a variation to permit 40 parking spaces instead of the minimum required 44 parking spaces.

Sworn in petitioner: Oleksandr Dmytruv - 58 W. Illinois Ave. & Olena Brizitska - 58 W. Illinois

Mr. Dmytruv expresses his ambition to open a martial arts school, highlighting his extensive experience in the industry. He mentions that he has been practicing Taekwondo since childhood and that his wife is also a coach, indicating a strong foundation of expertise within the business.

He explains that the chosen location is ideal due to its proximity to schools, emphasizing the potential benefits for both children and adults in the area. Mr. Dmytruv envisions the martial arts school as not only a place for physical activity and self-defense training but also as a community hub for personal development and growth.

Chairman Wood inquires about the anticipated busy hours for the martial arts school.

Mr. Dmytruv responds that evenings would likely be the busiest times for the school.

Commissioner Bettenhausen asks whether parents dropping off their children would typically stay or leave during the classes.

Mr. Dmytruv explains that it would be up to the parents' discretion whether they

choose to stay or leave during their children's classes.

Chairman Wood asks if Mr. Dmytruv has any prior experience with other locations or businesses.

Mr. Dmytruv clarifies that this would be his first business venture.

Mr. Bradshaw provides further information regarding the parking situation, mentioning that the Village has conducted a site visit to assess the parking availability. He states that based on their observations, it appears there will be ample parking spaces available during the school's anticipated busiest hours.

Commissioner Cavanaugh asks if class size of 12 is the anticipated class size or the maximum class size.

Mr. Dmytruv states it would be the maximum class size.

STAFF RECOMMENDATION:

The Petitioner is proposing to take over a vacant tenant space to open a new martial arts and fitness school. The proposed use requires a Variation for required parking, falling 4 parking spaces short of what is required by Code. Staff notes that, as a whole, the businesses within the shopping center have staggered hours of operation. Additionally, limiting the martial arts and fitness classes sizes to a maximum of 12 persons and scheduling the classes in the evenings should allow for the parking lot to adequately service all tenants. Also, the special use review is contingent upon the proposed hours, class sizes, and operations. Any change therein would require a special use amendment. Therefore, Staff recommends approval of the proposed Special Use and Variation, subject to the following condition:

1. The Special Use and Variation shall substantially conform to the Floor Plan, Business Plan, and Hours of Operation submitted by the Petitioner, Oleksandr Dmytruv, Dmytruv Team LLC, 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.

Commissioner Noonan made a motion to approve subject staff's conditions; seconded by Commissioner Schubert.

DELIBERATIONS:

Commissioner Schubert expresses satisfaction that the shopping center will be fully utilized with the addition of the martial arts school.

Commissioner Kolososki concurs, stating that the proposed business plan seems solid and will be a positive addition to the shopping center.

Chairman Wood also agrees that the martial arts school will be a beneficial addition to the center. Although she has concerns about parking, she believes that the new business will contribute to the growth of surrounding businesses. Overall, she expresses support for the request.

Chairman Wood summarized that this request has met the standards and was unanimously approved by a vote of 8-0. This item will tentatively go to Village Council on Monday, March 4th, 2024.

RESULT:	RECOMMEND TO APPROVE [UNANIMOUS]
MOVER:	Patrick Noonan, Commissioner
SECONDER:	Tim Schubert, Commissioner
AYES:	Noonan, Roth-Wurster, Friedman, Wood, Bettenhausen, Kolososki, Cavanaugh, Schubert
ABSENT:	Fedota

Consider a Resolution Granting a Time Extension for Ordinance #O-20-23 for the Previously Approved Automobile Service Station and Mart at 850 E. Northwest Highway

BACKGROUND:

The Village Council previously approved Ordinance #O-20-23, which granted Special Use and Variation (setback and aisle width) approvals for the proposed automobile service station and mart at 850 E. Northwest Highway. The Village's Zoning Code requires that a Special Use approval is valid for one year, provided a building permit is obtained. While the Petitioner has applied for a building permit, it will not be issued prior to the applicable one-year deadline date of March 13, 2024. Therefore, the Petitioner is requesting approval of the following:

The granting of a time extension of the previously approved Special Use to May 1, 2024, to allow the Petitioner to obtain a building permit for the proposed automobile service station and mart at 850 E. Northwest Highway.

KEY ISSUES:

- The Petitioner applied for the building permit on August 25, 2023, but has yet to obtain their permit. As outlined in the extension request letter, the Petitioner is in the process of completing the outstanding engineering responses for the building permit.
- The proposed extension will require the building permit for the automobile service station and mart to be obtained on or before May 1, 2024. All other conditions of the previously approved Special Use and Variation will remain in effect.

ALTERNATIVES:

1. Approve the resolution granting the requested time extension.
2. Do not approve the resolution granting the requested time extension.

RECOMMENDATION:

Staff recommends approval of the resolution granting a time extension to May 1, 2024.

ACTION REQUIRED:

Motion to approve the resolution granting a time extension to Ordinance #O-16-22 for the proposed automobile service station and mart at 850 E. Northwest Highway.

ATTACHMENTS:

- Aerial Map
- RES 850 E Northwest Highway
- Special Use Extension Letter 2-15-2024
- O-20-23



Attachment: Aerial Map (850 E Northwest Highway - SU Extension Gas Station)

0 100 200
ft

Print Date: 2/9/2023

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.

RESOLUTION NO. _____

**A RESOLUTION GRANTING A SPECIAL USE TIME EXTENSION FOR ORDINANCE
#O-20-23 FOR THE AUTOMOBILE SERVICE STATION AND MART AT
850 E. NORTHWEST HIGHWAY**

WHEREAS, Ordinance #O-20-23 granted approval for a Special Use and Variation for the construction of a automobile service station and mart; and

WHEREAS, Section 14.05(f)(1) of the Palatine Zoning Ordinance indicates that Special Uses are valid for one year, provided a building permit is issued; and

WHEREAS, the Petitioner applied for a building permit on August 22, 2023, but has not yet obtained their permit and is in the process of completing the necessary engineering responses to the Village.

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

SECTION 1: That a time extension until May 1, 2024, for obtaining a building permit for the automobile service station and mart is hereby granted subject to the following condition:

1. All conditions of Special Use Ordinance #O-20-23 shall remain in effect.

PASSED: This _____ day of _____, 2024

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

APPROVED by me this _____ day of _____, 2024

Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk this _____ day of _____, 2024

Village Clerk

THE LAW OFFICE OF DAVID MEEK, LLC



LAND USE • ZONING • DEVELOPMENT

February 15, 2024

Via email: LBremanis@palatine.il.us

513 CENTRAL AVENUE, SUITE 400
HIGHLAND PARK, IL 60035-3264
(847) 579-6943
DAVID@BECKERGURIAN.COM
OF COUNSEL TO BECKER GURIAN

Village of Palatine
Planning & Zoning Department
Attn: Lyn Bremanis, Planner
200 W. Wood St.
Palatine, IL 60067

Re: Request for Extension of Special Use Permit for 850 E. Northwest Highway

Ms. Bremanis:

I represent AZ SPE, LLC, owner of the property at 850 E. Northwest Highway. The owner is renovating and improving the property with a gas station, convenience store and additional retail space. The property was granted a Special Use Permit by Ordinance No. O-20-23. The Special Use Permit is set to expire on March 13, 2024. The owner requests a 45-day extension of the Special Use Permit in order to finalize the Village review of engineering plans and to provide sufficient time for the Village to process the final steps in the building permit review and approval process.

Yesterday I spoke with the owner's civil engineer Mr. Ghulam Kamal of Lucid Engineering Services Group to ascertain a reasonable estimate of the amount of time that is needed to resolve any outstanding issues. Mr. Kamal advises that, as soon as he can secure an in-person meeting with the Village Engineer to go through Mr. Kamal's final submittal, he should need only a few days to provide any remaining revisions (if any) to the Village Engineer. Mr. Kamal has been in recent contact with the Village Engineer and is attempting to arrange an in-person meeting as soon as possible.

The request for a 45-day extension would provide more time than may be needed, as it is conceivable that the issues could be resolved and a permit issued prior to the SUP expiration date. However, we request an additional 45 days in order to reasonably encompass any unforeseen complications.

Sincerely,

cc: Ahmad Zahdan, AZ SPE, LLC

Attachment: Special Use Extension Letter 2-15-2024 (850 E Northwest Highway - SU Extension Gas Station)

ORDINANCE NO. O-20-23

**AN ORDINANCE GRANTING A SPECIAL USE AND VARIATIONS
850 E. NORTHWEST HIGHWAY**

**Published in pamphlet form by authority of the
Mayor and Village Council of the Village of Palatine
on March 13, 2023**

ORDINANCE NO. 0-20-23

AN ORDINANCE GRANTING A SPECIAL USE AND VARIATIONS
850 E. NORTHWEST HIGHWAY

WHEREAS, upon petition of owners of said property, a public hearing was held by the Zoning Board of Appeals on February 14, 2023 in accordance with the Zoning Ordinance of the Village of Palatine, in such cases made and provided, and said Zoning Board of Appeals having made its findings in a report to the Mayor and Village Council of the Village of Palatine regarding a request for a Special Use to permit an automobile service station and mart pursuant to Section 11.03 (d)(6) of the Palatine Zoning Ordinance, a Variation to permit an existing building to encroach into the required rear and side yards pursuant to Section 11.03 (g) (2)(3) of the Palatine Zoning Ordinance, and a Variation to permit a drive aisle to be 21.5 feet, instead of the minimum permitted 24 feet pursuant to Section 7.04 (b)(1) of the Palatine Zoning Ordinance on the following legally described property:

Lot 3 in Willow Creek, 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 850 E. Northwest Highway (PIN# 02-24-106-007)

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:

SECTION 1: Special Use to permit an automobile service station and mart pursuant to Section 11.03 (d)(6) of the Palatine Zoning Ordinance, Variation to permit an existing building to encroach into the required rear and side yards, pursuant to Section 11.03 (g) (2)(3) of the Palatine Zoning Ordinance, and Variation to permit a drive aisle to be 21.5 feet instead of the permitted 24 feet pursuant to Section 7.04 (b)(1) of the Palatine Zoning Ordinance, is hereby granted, subject to

Attachment: O-20-23 (850 E Northwest Highway - SU Extension Gas Station)

the following condition(s):

- 1. The Special Use and Variations shall substantially conform to the site plan dated 12/7/22, the floor and elevation plans dated 1/14/22 and business plan submitted by the Petitioner, except as such plans may be changed to conform to Village Codes and Ordinances.
- 2. All signage must follow the Village Code requirements.

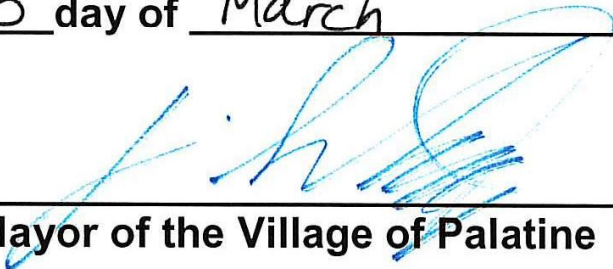
SECTION 2: That a copy of the public notice be attached hereto and form a part of this ordinance.

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 13 day of March, 2023

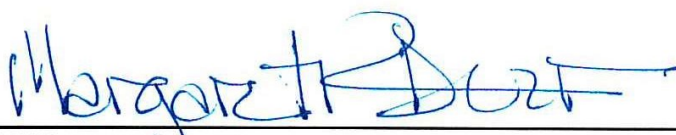
AYES: 6 NAYS: 0 ABSENT: 0 PASS: 0

APPROVED by me this 13 day of March, 2023



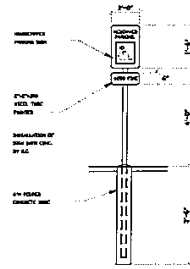
Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk this 13 day of March, 2023



Village Clerk

Attachment: O-20-23 (850 E Northwest Highway - SU Extension Gas Station)



HANDICAPPED PARKING SIGN
DETAIL 2

2"x6" WOOD STAKES
(3 SPACED AT 120 DEGREES)

DOUBLE STRAND #10 WIRE
GALVANIZED W6" TURNBUCKLE

REINFORCED RUBBER HOSE
FRICTION GUARD AT FIRST
BRANCHING

12"x6" DIA. CORRUGATED PLASTIC PIPE
FOR TREE PROTECTION OF 4" CALIBER
TREE OR LESS.

ROOT FLARE (SET 3" ABOVE FINISH
GRADE AFTER SETTLING)

FINISH GRADE

SPADED EDGE OF SOD

4"x6"x1" CIRCLE MULCH (DO NOT
PLACE AT BASE OF TRUNK)

CREATE SAUCER WITH
MULCH, 6" AT PERIMETER

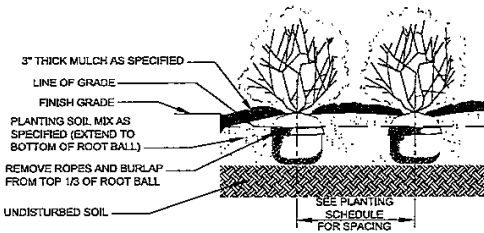
PLANTING SOIL MIX AS SPECIFIED
REMOVE ROPES AND BURLAP
FROM TOP 1/5 OF ROOT BALL

UNDISTURBED SOIL

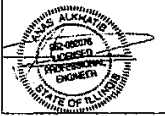
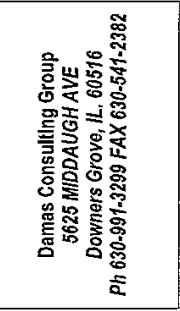
6'-0" MINIMUM
FINISH GRADE TO LOWEST
BRANCHES IN LAWN AREAS.
7'-0" IN CONC. PAVEMENT
AREAS AND PARKWAY

2" RADIUS

5 TREE PLANTING DETAIL



2 SHRUB PLANTING DETAIL

[illegible]

850 E NORTHWEST HWY PALATINE, IL 60074

DATE STARTED: 6-13-22	DRAWN BY: KM
JOB NO:	FILE NO:

SHEET NO.

C-1.0

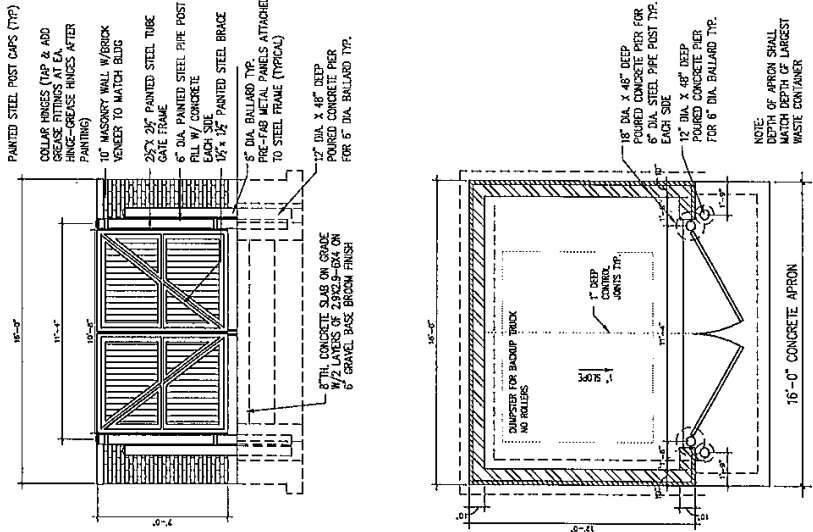
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CONJUGATES

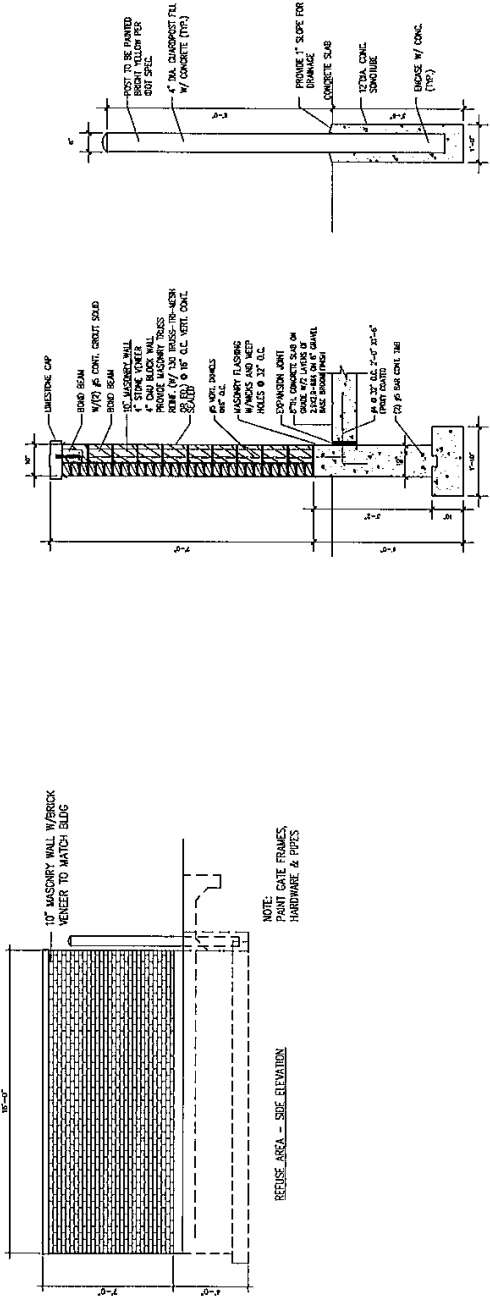
850 E NORTHWEST HWY PALATINE, IL 60074

[illegible]

Damas Consulting Group
5625 MIDDAUGH AVE
Downers Grove, IL 60516
Ph 630-991-3299 FAX 630-541-2382

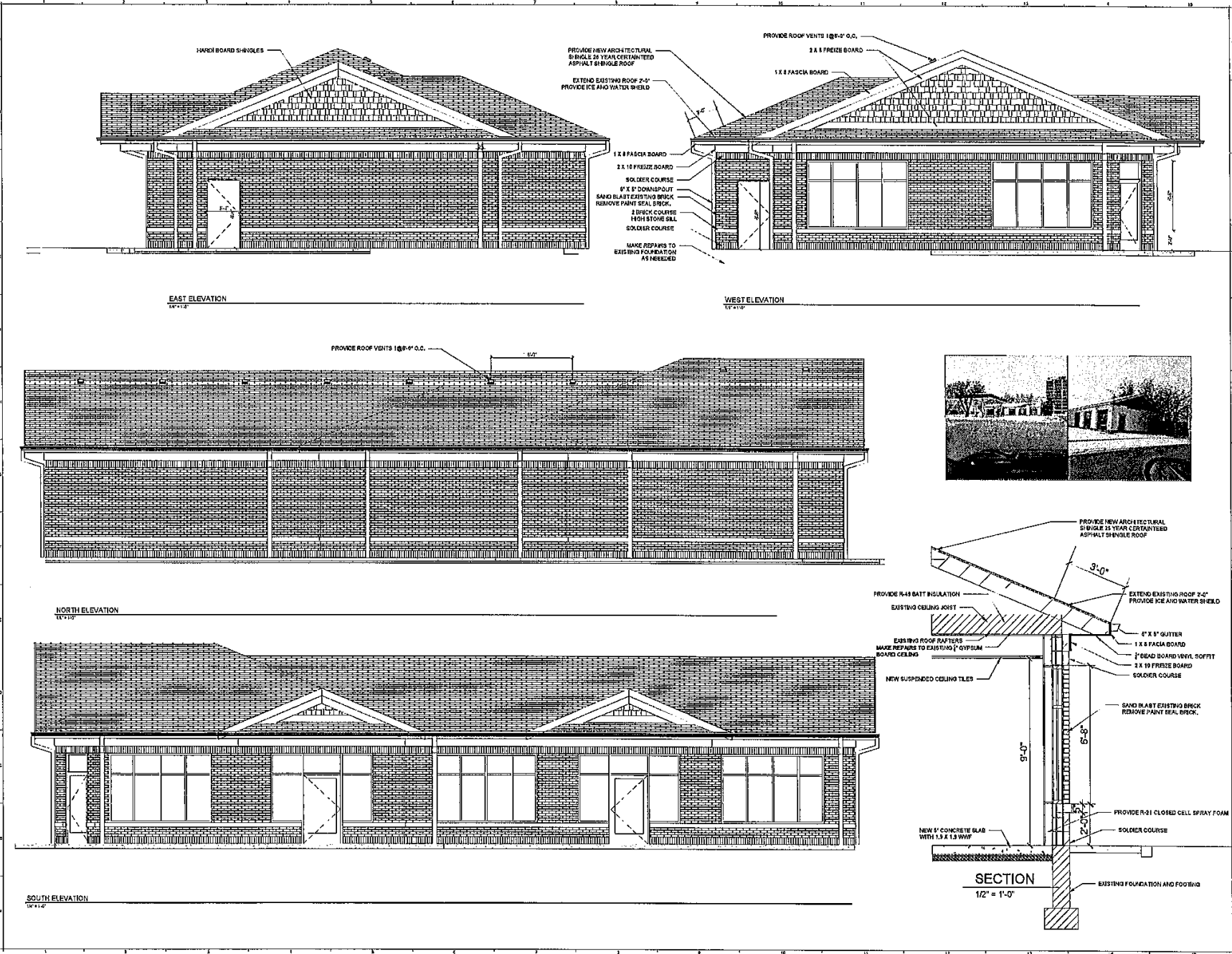


SCALE: $1/4" = 1'-0"$

SCALE: $1/2'' = 1'-0''$

SCALE AS NOTED

FILE: C:\Users\WMA\Documents\Projects\2022\117 Palatine Project\Drawings\A2.dwg
PLOT FILE: 20240117_117.dwg



WWA
William Worman Architects
27 Fox Morroe Street
Suite 1100G
Chicago, Illinois, 60603
1-312-310-2626
wwarchitects@gmail.com

850 E. NORTHWEST
PALATINE, ILLINOIS

NO.	DATE	DESCRIPTION
1	1/14/22	PERMIT SET
2	01/17/22	REVISION

1. INSTRUMENTS OF SERVICE - THE DRAWINGS, SPECIFICATIONS, AND OTHER DOCUMENTS FOR ANY PROJECT HEREIN SHALL BE THE PROPERTY OF WILLIAM WORMAN ARCHITECTS. NO PART OF THESE DOCUMENTS SHALL BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF WILLIAM WORMAN ARCHITECTS. ANY UNAUTHORIZED USE OF THESE DOCUMENTS SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO WILLIAM WORMAN ARCHITECTS.

SHEET TITLE	
ELEVATIONS	
DATE: JANUARY 17, 2022	DRAWN: WMA
CHECKED: WMA	APPROVED: WMA
DATE: 01/17/22	DATE: 01/17/22
A2	
SHEET	

DATE: 01/17/22

Attachment: O-20-23 (850 E Northwest Highway - SU Extension Gas Station)

850 E. Northwest Highway – Project Narrative and Business Plan

Overview:

AZ SPE, LLC (the “Petitioner”) intends to renovate the now-vacant building at 850 E. Northwest Highway that for several decades was operated as a gas station and auto repair / service station. The Petitioner is the owner of the site and vacant building. The Petitioner desires to renovate the interior and exterior façade of the building to convert the building into two leasable areas: (1) a gas station and small convenience mart; and (2) a retailer such as an AT&T or Verizon cell phone store. The renovations will not enlarge or alter the existing building footprint. In addition to the building renovations, the Petitioner proposes to add 10 parking spaces, provide a dumpster enclosure, and enhance the site landscaping.

The Petitioner seeks the following zoning approvals:

- 1. A special use of an “automobile service station and mart”¹ to operate a gas station and 1,053 sq. ft. convenience mart; and
- 2. Variations to side and rear building setbacks from the interior side and rear yards to legalize the existing building’s location under the regulations of the Village of Palatine’s current Zoning Ordinance (adopted in 1988, as amended).

Site and Building Location and History:

The property is in the B-2 General Business District. The property was platted in 1968 and the existing building was constructed around 1969-70. The single-story masonry building has approximately 2,591 sq. ft. of gross floor area and was constructed with office and retail areas and three service bays. A 24’-wide portion of the rear of the building was built to the side property line with a 0’ building setback. Under the current Zoning Ordinance, the minimum side yard setback is 5’0”. To the best of Petitioner’s knowledge, the property had been continuously operated as a gas and service station from approximately 1970 until recently. The gas station operated under a canopy with 4 pumping stations and 8 fuel pumps.

Proposed Building and Site Improvements:

The Petitioner seeks to renovate the building in accordance with the Petitioner’s plans and elevations² and improve the site in accordance with the Petitioner’s site and landscape plans³.

¹ “Automobile service station and mart; for disbursement of fossil fuels or other forms of energy or material that assists automobile movement and retail sale of other items without on-site consumption of food or repair” is a special use category for the B-2 General Business District. Sec. 11.03(d)(6). For the record, the Petitioner notes that the Zoning Ordinance separately defines “automobile service station” and “automobile mart” and that the Petitioner’s proposed use of the Property is not inclusive of any automotive repair type services. Petitioner’s proposed use of the Property is better aligned with the definition of “automobile mart” which is “Any building or premises used for dispensing, sale or offering for sale at retail any fossil fuels or other forms of energy that assists automobile movement, having pumps and storage tanks but no repair services; also offering for retail sale convenience items without on-site consumption of food.”

² Plans, Sheet A1.1, and Elevations, Sheet A2.1, and Plans, prepared by WWA William Warman Architect dated 1/17/22.

³ Site and Landscape Plan, Sheet C-1.0, and Refuse Area Plan and Details, Sheet C-2.0, prepared by Damas Consulting Group dated 12/7/22.

The Petitioner proposes the following exterior building renovations and improvements:

- a. Remove all 3 overhead garage doors. Enclose openings with new windows and door for the new 1,053 sq. ft. Retail “A” area (as depicted on the architectural plans, Sheet A1.1).
- b. Replace all existing windows and door on west and south side for the new 1,053 sq. ft. Retail “C” area. Remove service door from the west side and add additional windows on the west side.
- c. Extend existing roof line with 24” overhang.
- d. Add new gable above Retail “A” doorway.
- e. Repair roof as needed and provide new architectural shingle roofing.
- f. Make repairs to masonry and existing foundation as needed.
- g. Replace all underground fuel storage tanks.
- h. Add 4 new pumping stations with 8 fuel pumps.
- i. Repaint the building and the fueling island canopy structure.

The Petitioner proposes the following interior building renovations and improvements:

- a. Divide the interior into two separate Retail “A” and Retail “C” leasable spaces, each 1,053 sq. ft. in area.
- b. Provide new interior concrete slab in both Retail “A” and Retail “C” spaces.
- c. Provide new ceiling tiles.
- d. Provide single-stall unisex bathroom facilities in each retail space.
- e. Provide electrical, plumbing and mechanical improvements to each retail space.

The Petitioner proposes the following site improvements:

- a. Provide additional landscaping in existing landscape islands and along the property perimeter.⁴
- b. Provide 10 striped parking spaces, inclusive of 1 handicap accessible space (with signage).⁵
- c. Provide a masonry dumpster enclosure.⁶

The Petitioner and/or tenants will submit sign permit applications once tenant leases are signed.

Site lighting will not be changed. The site is illuminated by 5 light poles on the property and lighting under the 50’ x 44’ fuel island canopy.

The location of curb cuts and the access and circulation within the site will not be modified. The site has 3 existing points of ingress and egress onto Creekside Drive. Site circulation for parking is benefited by an access easement agreement over a 24’ x 75’ area on the neighboring property. The employees and patrons of the office building at 800 E. NW Highway continue to have access across the south 24’ feet of the site.

⁴ Landscaping of the parking lots is being provided to bring the site into conformance with Section (f) of the Palatine Zoning Ordinance. Quantities and locations are indicated on the Site and Landscape Plan, Sheet C-1.0.

⁵ The minimum parking requirement for the building is 9 parking spaces per Section 7.03(a)(1) of the Palatine Zoning Ordinance. The Petitioner is providing 10 parking spaces for the 2,591 sq. ft. building. Parking for business and retail uses in the B-2 is provided at a rate of 1 space per 300 sq. ft. of gross floor area. $2,591/300 = 8.633$. 9 parking spaces are required.

⁶ See Refuse Area Plan and Details, Sheet C-2.0 for details of the enclosure.

Business Plan

The Petitioner will lease Retail “C” area to a gas station and convenience mart operator. The brand most likely will be either Mobile, Shell or BP. The Petitioner has experience leasing other properties to gas station and convenience mart operators. The expected hours of operation for the automobile mart are weekdays from 12:00 AM to 11:00 PM, and weekends from 6:00 AM to 10:00 PM. It is anticipated there will be 2 shifts, with 2 employees per shift (inclusive of a manager). Janitorial services will be provided on a rotating basis. The tenant operator will secure all permits and licenses from the State of Illinois required for operation of a gas station and for the sale of tobacco products.

The most likely tenant for Retail “A” is a convenience retailer such as T-Mobile or AT&T.

PUBLIC NOTICE
A Public Hearing will be held before the Palatine Zoning Board of Appeals on Tuesday, February 14, 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 gas station and convenience store.
Variation to permit an existing building to encroach into the required rear and side yards.
Variation to permit a drive aisle to be 21 feet instead of the permitted 24 feet.
The property is commonly known as 850 E. Northwest Highway.
The Petitioner is proposing to renovate the existing building and operate a gas station with convenience store and retail space. The existing building is set back 0 feet from the side lot line instead of the required 5 feet and 19 feet from the rear lot line instead of the required 20 feet.
The above petition has been filed by Khader Zahdan, AZ SPE, LLC and is available for examination in the office of the Village Clerk, 200 E. Wood Street.
FILE #:SU-000008-2023
VILLAGE OF PALATINE
Jan Wood, Chair
Palatine Zoning Board of Appeals
DATED: This 30th day of January, 2023
Published in Daily Herald January 30, 2023 (4594636)

6.A.3.d

3.3.i

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 and has been circulated daily in the Village(s) of: Arlington Heights, Barrington, Barrington Hills, Bartlett, Buffalo Grove, Deer Park, Des Plaines, Elk Grove, Franklin Park, Glenview, Hanover Park, Hoffman Estates, Inverness, Melrose Park, Morton Grove, Mt Prospect, Niles, Northbrook, Northfield, Northlake, Palatine, Park Ridge, Prospect Heights, River Grove, Rolling Meadows, Rosemont, Schaumburg, Schiller Park, South Barrington, Streamwood, Wheeling, Wilmette

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

I further certify that the Northwest Suburbs DAILY HERALD is a newspaper as defined in "an Act to revise the law in relation to notices as amended in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published 01/30/2023 in said Northwest Suburbs DAILY HERALD.

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

PADDOCK PUBLICATIONS, INC.
DAILY HERALD NEWSPAPERS

BY Danula Baltz
Designee of the Publisher and Officer of the Daily Herald

Control # 4594636

Attachment: Public Notice (850 E Northwest Highway - SU Gas Station)
Attachment: O-20-23 (850 E Northwest Highway - SU Extension Gas Station)

Consider a Motion to Approve a Contract for the 2024 Supplemental Street Resurfacing Project

BACKGROUND:

The 2023 Water Main Replacement Contract 1 Phase 2 received a low bid approximately \$500,000 under budget. Based on the needs in the pavement system as a whole, it is recommended that a portion of these project savings be directed towards resurfacing additional lane miles of Village roadway.

Staff reviewed segments where we recently replaced water main, are tentatively scheduled for resurfacing in 2025 or 2026, and selected segments with a preference towards advancing the system condition pursuant the Village Council's direction in the Ten-Year Road program adopted for 2020. The supplemental streets selected would improve streets most in need of improvement, reducing our street backlog and improving our system average.

The proposed stand-alone contract would honor the unit prices as offered in the contractor's recent bid, be managed in the same way, and have no perceived disconnect to the motoring public.

KEY ISSUES:

- Awarding the proposed supplemental contract results in an additional five sections of roadway to be improved from the original 2024 plan. This results in streets contemplated for resurfacing in 2026 to be considered for improvement earlier in next year's program.
- Extending our maintenance onto these streets is considered preferable to Village Staff as it addresses a need and is in a dollar amount less than the balance of water funds available due to our competitive results.
- Approximately \$500,000 is available in Water Fund savings from the 2023 Water Main Replacement Contract 1 Phase 2 that was awarded at the February 12, 2024 Village Council meeting.
- Approximately \$196,670 of the available resources from the Water Fund are recommended in the supplemental contract. This retains a savings balance of over \$300,000.

ALTERNATIVES:

1. Approve the separate, no-bid contract with Builders Paving.
2. Refer back to Staff with comments.

RECOMMENDATION:

Staff recommends approval of a contract for the Supplemental Street Resurfacing with Builders Paving, LLC of Hillside, Illinois in the estimated amount of \$196,670.04.

BUDGET IMPACT:

Funds are available in the 2024 Capital Improvement Program to accomplish this work.

ACTION REQUIRED:

Motion to approve the separate, no-bid contract for the Supplemental Street Resurfacing with Builders Paving, LLC of Hillside, Illinois in the amount of \$196,670.04.

ATTACHMENTS:

- 2024 Street Resurfacing Sections Supplemental
- 2024 Supplemental Street Resurfacing Bid Tab

2024 STREET RESURFACING SECTIONS – SUPPLEMENTAL

	<u>Street Name</u>	<u>From</u>	<u>To</u>
1	PINTAIL COURT	MALLARD DRIVE	CUL-DE-SAC
2	MALLARD COURT	MALLARD DRIVE	CUL-DE-SAC
3	TERN DRIVE	MALLARD DRIVE	DEAD END
4	GULL COURT	MALLARD DRIVE	CUL-DE-SAC
5	SKYLARK DRIVE	FALMORE DRIVE	PEREGRINE DRIVE



TABULATION OF BIDS

FOR

2024 Supplemental Street Resurfacing Program

DPW - 2417

SHEET 1 OF 1

COMPUTED BY KML

				Engineer's Estimate		Buiders Paving, LLC 4401 Roosevelt Road Hillside, IL 60162 (847) 419-9000							
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	HMA SURFACE REMOVAL, 2"	SQ YD	7,895	\$2.05	\$16,184.75	\$3.75	\$29,606.25						
2	HMA BINDER CSE, IL-9.5, N50	TON	331	102.00	33,762.00	92.00	30,452.00						
3	BITUMINOUS MATERIALS (TACK COAT)	LBS	5,329	0.01	53.29	0.01	53.29						
4	HMA SURFACE CSE, IL-9.5, MIX D, N50	TON	663	100.00	66,300.00	82.00	54,366.00						
5	CLASS D PATCHES, TYPE III, 6"	SQ YD	20	40.00	800.00	16.00	320.00						
6	CLASS D PATCHES, TYPEIV, 6"	SQ YD	160	30.00	4,800.00	16.00	2,560.00						
7	SUBGRADE REMOVAL & REPLACEMENT	CU YD	3	40.00	120.00	50.00	150.00						
11	THERMOPLASTIC PAVEMENT MARKINGS -LINE 24"	FOOT	39	6.50	253.50	5.00	195.00						
17	STRUCTURES TO BE ADJUSTED	EACH	10	355.00	3,550.00	390.00	3,900.00						
20	FRAMES & LIDS TO BE ADJUSTED, SPECIAL	EACH	4	720.00	2,880.00	750.00	3,000.00						
22	FRAMES & GRATES, SPECIAL TO BE REPLACED	EACH	2	595.00	1,190.00	550.00	1,100.00						
26	COMB CONC C&G REM & REPL	FOOT	1,405	31.50	44,257.50	29.50	41,447.50						
32	SIDEWALK REMOVAL, SPECIAL	SQ FT	100	3.00	300.00	3.00	300.00						
33	PCC SIDEWALK REM & REPL, 5"	SQ FT	575	9.50	5,462.50	8.00	4,600.00						
34	DETECTABLE WARNINGS	SQ FT	64	30.00	1,920.00	25.00	1,600.00						
35	HMA DRIVEWAY PAVEMENT REM & REPL	SQ YD	100	75.00	7,500.00	65.00	6,500.00						
36	PCC DRIVEWAY PAVEMENT REM & REPL, 6"	SQ YD	20	80.00	1,600.00	76.00	1,520.00						
39	TRAFFIC CONTROL AND PROTECTION	L SUM	1	15,000.00	15,000.00	15,000.00	15,000.00						
AS READ				\$205,933.54		\$196,670.04							
TOTALS													
AS CORRECTED													
PROPOSAL GUARANTEE						5% BID BOND		5% BID BOND		5% BID BOND		5% BID BOND	
COMMENTS													

Attachment: 2024 Supplemental Street Resurfacing Bid Tab (2024 Supplemental Street Resurfacing)

Consider a Motion Authorizing the Village Manager to Request Proposals for Electrical Power and to Enter into Agreements

BACKGROUND:

In 2007, the deregulation of the electrical industry in Illinois was completed with the separation of power suppliers from power distributors. In northern Illinois, this essentially meant that Commonwealth Edison (ComEd) would no longer be the sole provider of power to homes and businesses. The Village opted to join the Northern Illinois Municipal Electric Cooperative (NIMEC) in 2007 and then in 2009 opted to separately bid out our energy on our own. The Village's load profiles were found advantageous to power suppliers when not merged with less desirable profiles or municipalities which are lower total power consumers.

The Village obtained favorable rates and entered into a two-year agreement for 2009-2011 and biannual contracts again in 2013, 2015, 2017, 2019, 2021, and 2023. Our current energy only rates are 5.40 cents per kilowatt hour for facilities and 4.41 cents per kilowatt hour for street lighting, which is well below the default rate, if not competitively bid.

This year, Staff is again recommending we seek bids to extend electric power service beyond our current contract set to expire in the first half of 2025. If we do nothing, our street light energy costs will automatically default to the ComEd hourly rate which would average higher than our current rates and those anticipated through an independent bid process.

KEY ISSUES:

- Bids would be taken from a third-party supplier in March of 2024.
- The proposed agreements will run from May 2025 to May 2027.
- Soliciting and obtaining bids does not commit the Village to either accept the rate or to pay any penalties.
- The Village will still have the option of going with the ICC/ComEd rate if bid results are unfavorable.
- Similar to the bond market, electric rates will vary from day-to-day, if not from hour-to-hour. Once a rate is received, the Village will have to execute a contract within a 3-to-4-hour time period. Accordingly, the Village Manager would need the authority to execute a contract with a third-party supplier if the rate received is deemed to be in the best interest of the Village.
- It is proposed to bid certain facilities as one bid package and streetlights in another bid package to tailor preferred load profiles.

ALTERNATIVES:

1. Authorize the Village Manager to execute contracts with a third-party power supplier if it is in the best interest of the Village to do so.
2. Refer back to Staff with comments.

RECOMMENDATION:

The potential to reduce energy costs may exist in directly soliciting bids. Accordingly, giving the Village Manager the ability to accept third party bids and execute contracts

would appear to be in the best interest of the Village.

ACTION REQUIRED:

Motion authorizing the Village Manager to directly solicit bids for electrical energy, as well as executing contracts with third party power suppliers if, in his opinion, it is in the best interest of the Village to do so.

ATTACHMENTS:

- 2023-2025 Solicitation Example
- 2023-2025 Solicitation Example Lighting

Request for Proposals

Electric Supply & Services for Village of Palatine Selected Facilities

October 17, 2022

Attachment: 2023-2025 Solicitation Example (Electric Power Service)

INTRODUCTION

The Village of Palatine (Owner) invites Energy Service Providers (ESP), defined and listed as an Alternative Retail Electric Supplier (ARES) certified by the Illinois Commerce Commission as well as those Illinois Jurisdictional Utilities able to supply electricity in ComEd's service area, to submit proposals for electricity and related services in accordance with the requirements, terms, and conditions of this Request for Proposals (RFP). This RFP requests pricing for multiple accounts in Illinois, behind ComEd, as listed in Appendix A.

A 1.0 General Conditions

This RFP is not an offer to contract. Acceptance of a proposal does not commit Owner to award a contract to ESP, or limit the Owner's right to further negotiate in the Owner's best interest. Owner reserves the right to contract with an ESP for any reason, and not required to contract with the lowest priced ESP.

A 2.0 Valid Period of Offer

With the **exception of pricing** the terms and conditions stated in the ESP response must remain valid for thirty (30) days from the date of the requested proposal provided to the Village of Palatine from the ESP. Electric Supply price (\$/kwh), defined as including Energy Supply Price (\$/kwh), Auction Revenue Rights (ARR), and Transmission Lost Credits (TLC), requested by Owner RFP, and provided by ESP in their proposal, shall be held firm for a minimum of twenty-four (24) hours from date of requested proposal delivery date to the Village of Palatine.

A 3.0 Confidentiality

The information contained in this RFP (or accumulated through other written or verbal communication) is to be deemed confidential and is for proposal purposes only. All parties agree that any information pertaining to this request is not to be disclosed or used for any other purpose.

The information received, requested pricing, in response to this RFP will be held in strict confidence and not disclosed to any party until after contract award, at the discretion of the Owner. Information provided by any respondent to this RFP must be accurate and realistic. Any information obtained from this RFP may be incorporated into the contract terms, as appropriate to the Owner, where such respondent is the successful bidder.

A 4.0 Right of Rejection

The Owner reserves the right to accept or reject any or all responses to this RFP. The Owner reserves the right to enter into discussions and/or negotiations with one or more qualified ESPs at the same time, up to contract award.

A 5.0 Cost of Proposals

Expenses incurred in responding to this proposal are the responsibility of the ESP.

A. 6.0 Proposal Instructions

Credit Information Required for Owner to enter in a Contract:

ESP's request different types of information for credit approval. Therefore, the Owner needs to know what type of financial information an ESP requires before entering into an agreement with the Owner.

ESP to provide information with proposal, all required credit applications, and/or documents that will be required prior to contract execution. The Owner must receive this information no later than the same deadline listed below for an ESP proposal.

A 6.1 Proposal Delivery

Proposals are due no later than **10:00 AM** Central Standard Time on **November 1, 2022**.
Proposals can be delivered or sent by express mail to the contact below:

Mr. Reid Ottesen, Village Manager
Village of Palatine
148 W. Illinois Avenue
Palatine, Illinois 60067-6816

Proposals shall be submitted enclosed in an opaque, sealed envelope plainly marked with the Proposal Title:

Electric Supply & Service—Selected Facilities
Name of Bidder
Bidder's Address

If a Proposal is sent by mail or other delivery system, the sealed envelope containing the Proposal shall be enclosed in a separate envelope plainly marked on the outside with the notation **SELECTED FACILITIES PROPOSAL ENCLOSED**. Proposals will only be received at the stated place and on the stated date and time. Proposals will be reviewed, at a later time, at the discretion of the Owner.

A 7.0 RFP Questions

Questions regarding the RFP should be submitted via email to the contact listed in this section, A 7.0, no later than four (4) days prior to the proposal due date. Answers to questions will be provided to all those qualified parties providing proposals, as appropriate and per discretion of the Owner.

Ms. Katie Lapid
 Village of Palatine
 148 W. Illinois Avenue
 Palatine, Illinois 60067-6816
 Phone: (847) 202-6961
 Email: klapid@palatine.il.us

PRICING & CONTRACTS

B 1.0 Pricing Instructions

Please provide electric pricing for all accounts listed in Appendix A. All Pricing is for electricity delivered to the appropriate Electric Delivery Company (EDC).

ESP to provide a fixed, one (1) Around-the-Clock (ATC) price, for each and all listed accounts. Price (\$/kwh), defined as including Energy Supply Price (\$/kwh), ARR, and TLC, will be the same, one price, all inclusive including but not limited to all administrative costs. Pricing must be completed in the following format below:

AROUND-THE-CLOCK (ATC) ELECTRIC CHARGE PRICE: _____ (\$/kwh).
 (Includes: Energy Supply Price (\$/kwh), ARR, and TLC).

One (the same) defined ATC (\$/kwh) is requested covering all listed accounts in Appendix A. The single (same) ATC electric charge (\$/kwh) will be applied to each listed facility in Appendix A. Only defined ATC (\$/kwh) pricing for all facility volumes (kwh), unlimited, will be considered. NO bandwidth pricing will be considered or over/under pricing will be considered with this Request for Proposals for the facilities listed in Appendix A.

All prices shall be quoted, energy only, which includes Energy Supply Price (\$/kwh), ARR, and TLC, on a kwh basis delivered to the applicable distribution system. Capacity, transmission, and line losses will be invoiced as pass through charges from the supplier. Any additional charges required by the ESP, over and above the single defined ATC energy only pricing, and the pass-through charges listed above, shall be listed by the ESP in their proposal.

When applicable, Marginal Line Loss credits will be passed on from supplier to customer.

Proposed pricing and proposals will only be accepted from Energy Service Providers (ESP), defined and listed as an Alternative Retail Electric Supplier (ARES) certified by the Illinois Commerce Commission as well as those Illinois Jurisdictional Utilities able to supply electricity in ComEd's service area.

B 2.0 PRICING Terms

Fixed, Around-the-Clock (ATC) energy only pricing (\$/kwh), which includes Energy Supply

Price (\$/kwh), ARR, and TLC, for the following terms:

For all accounts listed on Appendix A

Meter reading in May 2023 through ending meter reading in May 2025.

B 3.0 Contract Instructions

The ESP must include in their proposal a standard electric purchase contract. The following type of language should be included in the final agreement. If the ESP would like to make exceptions to this language, those exceptions must be included in their response to this proposal.

Payment terms: Customer will pay each monthly bill and interest shall accrue on overdue payments in accordance with the Illinois Local Government Prompt Payment Act, or Customer will pay supplier bill within sixty (60) days from its date of issue.

Single Bill Option: Supplier pays the EDC charges, and customer reimburses supplier for the charges. Supplier will pass on EDC charges as a pass-through charge with no mark-up.

No auto renewal language will be accepted. Please remove from the electric agreement.

Contract must state clearly all pricing components as stated in the proposal.

Customer monthly volumes commitments, unlimited, will be all inclusive per the Agreement.

No Swing language, over or under facility volumes, will be considered by the Owner.

APPENDIX A**VILLAGE OF PALATINE FACILITIES CONSIDERED FOR ELECTRIC SUPPLY PRICING**

	<u>FACILITY ADDRESS</u>	<u>ACCOUNT NO.</u>	<u>METER NO.</u>
1.	Village of Palatine 0 Haleys Hill Court (Dunhaven Woods Lift Station)	3623101014	230192779
2.	Village of Palatine 0 Benton & Wilmette, S/E Corner (Wilmette Lift Station)	1815148032	272820734
3.	Village of Palatine 914 W. Lukas Avenue (Square D Lift Station)	0963069114	230191480
4.	Village of Palatine 0 Kenilworth & Elizabeth (Winston Tank)	0948153080	271766165
5.	Village of Palatine 0 Smith Street (Union Pacific)	1158144016	230237329
6.	Village of Palatine 826 W. Exner Court (Pond Aerator)	1065026003	271914767
7.	Village of Palatine 1381 N. Rohlwing Road (North Supply Pump Station)	0311118000	230238620
8.	Village of Palatine 1199 W. Northwest Highway (Countryside Pump Station)	0279369005	230127366
9.	Village of Palatine 1501 N. Hicks Road (Hicks & Dundee Tank)	0715033033	230101506 230127371
10.	Village of Palatine 137 W. Wood Street, Unit 1 (Train Station Parking Lot Lights)	0577052003	230112443
11.	Village of Palatine 137 W. Wood Street, Unit 2 (Train Station)	0523145011	230112445

VILLAGE OF PALATINE FACILITIES CONSIDERED FOR ELECTRIC SUPPLY PRICING

	<u>FACILITY ADDRESS</u>	<u>ACCOUNT NO.</u>	<u>METER NO.</u>
12.	Village of Palatine 137 W. Wood Street, Unit 3 (Train Station Tenant)	0683024017	230192802
13.	Village of Palatine 1100 W. Illinois Avenue (Well 5)	1111060060	230129034
14.	Village of Palatine 149 W. Michigan Avenue (South Supply Pump Station)	1163092038	230202989
15.	Village of Palatine 0 Harper Well 6 (Well 6 Harper)	0203151044	230073218
16.	Village of Palatine Heron Drive (Well 10 Pump Station)	0911037002	230237215 230238566
17.	Village of Palatine 884 E. Lilly Lane (Rose & Lilly Lift Station)	0279382008	230113844
18.	Village of Palatine 1484 N. Oak Street (Pepper Tree Lift Station)	1963099042	230347084
19.	Village of Palatine 2175 N. Coach Road (Long Grove Well 15)	0568094002	230096039
20.	Village of Palatine 1465 E. Evergreen Drive (Randville Lift Station)	2353082007	230021840
21.	Village of Palatine 519 S. Consumers Avenue (Arlington Crest Lift Station)	0675144144	230187073
22.	Village of Palatine 251 W. Colfax Street (Parking Deck)	2946064019	230237843
23.	Village of Palatine 550 N. Smith Street (Well 7 Pump Station)	0811010027	230127379

Attachment: 2023-2025 Solicitation Example (Electric Power Service)

VILLAGE OF PALATINE FACILITIES CONSIDERED FOR ELECTRIC SUPPLY PRICING

	<u>FACILITY ADDRESS</u>	<u>ACCOUNT NO.</u>	<u>METER NO.</u>
24.	Village of Palatine 2399 N. Dee Lane (Deer Park Booster Station)	0458019077	230202679
25.	Village of Palatine 1830 N. Baldwin Road (Kasuba Lift Station)	1135160067	230094940
26.	Village of Palatine 2175 N. Coach Road (Long Grove Pump Station)	0368768003	272817803
27.	Village of Palatine 560 S. Hale Street (Storm Water Lift Station)	0262009138	272781411
28.	Village of Palatine 803 W. Panorama Drive (Deer Grove Lift Station)	0191793003	230193540
29.	Village of Palatine 1525-35 S. Roselle Road (Shires Lift Station)	1311103037	230020769 230116534
30.	Village of Palatine 0 Hicks Place/1 W. Northwest Highway (Holiday Lighting)	4823222004	271258720
31.	Village of Palatine 429 N. Hicks Road (Holiday Lighting)	1221013011	270960738
32.	Village of Palatine 1 N. Plum Grove Road (Rotary Plaza Sign)	4067768025	271299709
33.	Village of Palatine 1279 W. Palatine Road (Entrance Sign)	3893074017	272277355
34.	Village of Palatine 150 W. Wilson Street (Clu Building)	4655362024	230203100

Attachment: 2023-2025 Solicitation Example (Electric Power Service)

Request for Proposals

Electric Supply & Services for Village of Palatine Street Lighting

October 17, 2022

INTRODUCTION

The Village of Palatine (Owner) invites Energy Service Providers (ESP), defined and listed as an Alternative Retail Electric Supplier (ARES) certified by the Illinois Commerce Commission as well as those Illinois Jurisdictional Utilities able to supply electricity in ComEd's service area, to submit proposals for electricity and related services in accordance with the requirements, terms, and conditions of this Request for Proposals (RFP). This RFP requests pricing for multiple accounts in Illinois, behind ComEd, as listed in Appendix A.

A 1.0 General Conditions

This RFP is not an offer to contract. Acceptance of a proposal does not commit Owner to award a contract to ESP, or limit the Owner's right to further negotiate in the Owner's best interest. Owner reserves the right to contract with an ESP for any reason, and not required to contract with the lowest priced ESP.

A 2.0 Valid Period of Offer

With the **exception of pricing** the terms and conditions stated in the ESP response must remain valid for thirty (30) days from the date of the requested proposal provided to the Village of Palatine from the ESP. Electric Supply Price (\$/kwh), defined as including Energy Supply Price (\$/kwh), Auction Revenue Rights (ARR), and Transmission Lost Credits (TLC), requested by Owner RFP, and provided by ESP in their proposal, shall be held firm for a minimum of twenty-four (24) hours from date of requested proposal delivery date to the Village of Palatine.

A 3.0 Confidentiality

The information contained in this RFP (or accumulated through other written or verbal communication) is to be deemed confidential and is for proposal purposes only. All parties agree that any information pertaining to this request is not to be disclosed or used for any other purpose.

The information received, requested pricing, in response to this RFP will be held in strict confidence and not disclosed to any party, until after contract award, at the discretion of the Owner. Information provided by any respondent to this RFP must be accurate and realistic. Any information obtained from this RFP may be incorporated into the contract terms, as appropriate to the Owner, where such respondent is the successful bidder.

A 4.0 Right of Rejection

The Owner reserves the right to accept or reject any or all responses to this RFP. The Owner reserves the right to enter into discussions and/or negotiations with one or more qualified ESPs at the same time, up to contract award.

A 5.0 Cost of Proposals

Expenses incurred in responding to this proposal are the responsibility of the ESP.

A. 6.0 Proposal Instructions

Credit Information Required for Owner to enter in a Contract:

ESP's request different types of information for credit approval. Therefore, the Owner needs to know what type of financial information an ESP requires before entering into an agreement with the Owner.

ESP to provide information with proposal, all required credit applications, and/or documents that will be required prior to contract execution. The Owner must receive this information no later than the same deadline listed below for an ESP proposal.

A 6.1 Proposal Delivery

Proposals are due no later than **10:00 AM** Central Standard Time on **November 1, 2022**.
Proposals can be delivered or sent by express mail to the contact below:

Mr. Reid Ottesen, Village Manager
Village of Palatine
148 W. Illinois Avenue
Palatine, Illinois 60067-6816

Proposals shall be submitted enclosed in an opaque sealed envelope plainly marked with the Proposal Title:

Electric Supply & Service—Street Lighting
Name of Bidder
Bidder's Address

If a Proposal is sent by mail or other delivery system, the sealed envelope containing the Proposal shall be enclosed in a separate envelope plainly marked on the outside with the notation STREET LIGHTING PROPOSAL ENCLOSED. Proposals will only be received at the stated place and on the stated date and time. Proposals will be reviewed, at a later time, at the discretion of the Owner.

A 7.0 RFP Questions

Questions regarding the RFP should be submitted via fax or e-mail to the contact listed in this section, A 7.0, no later than four (4) days prior to the proposal due date. Answers to questions will be provided to all those qualified parties providing proposals, as appropriate and per discretion of the Owner.

Ms. Katie Lapid
 Village of Palatine
 148 W. Illinois Avenue
 Palatine, Illinois 60067-6816
 Phone: (847) 202-6920
 Email: klapid@palatine.il.us

PRICING & CONTRACTS

B 1.0 Pricing Instructions

Please provide electric pricing for all accounts listed in Appendix A. All Pricing is for electricity delivered to the appropriate Electric Delivery Company (EDC).

ESP to provide a fixed, one (1) Around-the-Clock (ATC) price, for each and all listed accounts. Price (\$/kwh), defined as including Energy Supply Price (\$/kwh), ARR, and TLC, will be the same, one price, all inclusive including but not limited to all administrative costs. Pricing must be completed in the following format below:

AROUND-THE-CLOCK (ATC) ELECTRIC CHARGE PRICE: _____ (\$/kwh).
 (Includes: Energy Supply Price (\$/kwh), ARR, and TLC)

One (the same) defined ATC (\$/kwh) is requested covering all listed accounts in Appendix A. The single (same) ATC electric charge (\$/kwh) will be applied to each listed account in Appendix A. Only defined ATC (\$/kwh) pricing for all account volumes (kwh), unlimited, will be considered. NO bandwidth pricing will be considered or over/under pricing will be considered with this Request For Proposals for the accounts listed in Appendix A.

All prices shall be quoted, energy only, which includes Energy Supply Price (\$/kwh), ARR, and TLC, on a kwh basis delivered to the applicable distribution system. Capacity, transmission, and line losses will be invoiced as pass through charges from the supplier. Any additional charges required by the ESP, over and above the single defined ATC energy only pricing, and the pass-through charges listed above, shall be listed by the ESP in their proposal.

When applicable, Marginal Line Loss credits will be passed on from supplier to customer.

Proposed pricing and proposals will only be accepted from Energy Service Providers (ESP), defined and listed as an Alternative Retail Electric Supplier (ARES) certified by the Illinois Commerce Commission as well as those Illinois Jurisdictional Utilities able to supply electricity in ComEd's service area.

B 2.0 PRICING Terms

Fixed, Around-the-Clock (ATC) energy only pricing (\$/kwh), which includes Energy Supply

Price (\$/kwh), ARR, and TLC, for the following terms:

For all accounts listed on Appendix A

Meter reading in May 2023 through ending meter reading in May 2025.

B 3.0 Contract Instructions

The ESP must include in their proposal a standard electric purchase contract. The following type of language should be included in the final agreement. If the ESP would like to make exceptions to this language, those exceptions must be included in their response to this proposal.

Payment terms: Customer will pay each monthly bill and interest shall accrue on overdue payments in accordance with the Illinois Local Government Prompt Payment Act, or Customer will pay supplier bill within sixty (60) days from its date of issue.

Single Bill Option: Supplier pays the EDC charges, and customer reimburses supplier for the charges. Supplier will pass on EDC charges as a pass-through charge with no mark-up.

No auto renewal language will be accepted. Please remove from the electric agreement.

Contract must state clearly all pricing components as stated in the proposal.

Customer monthly volumes commitments, unlimited, will be all inclusive per the Agreement.

No Swing language, over or under facility volumes, will be considered by the Owner.

APPENDIX A**VILLAGE OF PALATINE STREET LIGHTING ACCOUNTS
CONSIDERED FOR ELECTRIC SUPPLY PRICING**

<u>COMED ACCOUNT</u>	<u>RATE</u>	<u>METER NO.</u>	<u>ESTIMATED 2021 CONSUMPTION</u>
3171014059	25	272695971	5,270 kWh
3223120084	25	272820309	37,908 kWh
0070030018	25	271768695	7,133 kWh
2152066023	25	272820307	17,713 kWh
5060010018	25	272508032	7,364 kWh
6083104014	25	272858579	35,229 kWh
0326063003	25	271580614	16,773 kWh
3589161001	23	UNMETERED	94,060 kWh
3787077019	25	UNMETERED	1,367,568 kWh

Consider an Ordinance Amending Chapter 20 - Telecommunications of the Village of Palatine's Code of Ordinances

BACKGROUND:

With modernizations to our right-of-way permitting application and review process, a review was made to Chapter 20. Additional cleanup was completed to address cross references to other Chapters and recent changes to Illinois law.

KEY ISSUES:

- The Small Wireless Facilities Deployment Act (50 ILCS 840/1 et seq) is now amended.
- Permit application and review will be exclusively through the Village's electronic software system.
- Cross references for relief to allow above-ground appurtenances defer to the Village's existing process in Chapter 16.

ALTERNATIVES:

- . Approve ordinance amending Chapter 20.
- . Do not approve ordinance amending Chapter 20.

RECOMMENDATION:

Staff recommends approval of the text amendments.

ACTION REQUIRED:

Motion to approve the Ordinance amending Chapter 20 of the Village's Code of Ordinances.

ATTACHMENTS:

- Ordinance Amending Chapter 20
- Exhibit A Chapter 20 Clean
- Exhibit B Chapter 20 Amendments

ORDINANCE NO. _____

**AN ORDINANCE AMENDING
CHAPTER 20 – TELECOMMUNICATIONS
OF THE CODE OF ORDINANCES OF THE VILLAGE OF PALATINE**

WHEREAS, the Village of Palatine is a home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, the Village has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs; and

WHEREAS, the Mayor and Council desire to amend Chapter 20 of the Village Code to amend the Small Wireless Facilities Deployment Act, update the procedure for permit application and review to an electronic system, and add cross references to Chapter 16 for relief to allow above ground appurtenances; and

WHEREAS, the Mayor and Council have determined that it will serve and be in the best interests of the Village and its residents to amend Chapter 20 of the Village Code pursuant to this Ordinance;

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: That the Code of Ordinances, of the Village of Palatine, Illinois is hereby amended by amending Chapter 20 Telecommunications, which shall be read as indicated on Exhibit “A”.

SECTION 2: That the Village Clerk is directed to maintain a record of the modifications to the existing Ordinance (a redlined version of the modifications

Attachment: Ordinance Amending Chapter 20 (Chapter 20 - Telecommunications Code Amendments)

approved pursuant to this Ordinance as indicated on Exhibit “B”).

SECTION 3: If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance are to remain in full force and effect, and are to be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

SECTION 4: That this ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED: This _____ of _____, 2024

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

APPROVED by me this _____ of _____, 2024

Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk

this _____ of _____, 2024

Village Clerk

Chapter 20 TELECOMMUNICATIONS

Art. I.	Telecommunication. §§ 20-1 – 20-16
Art. II.	Reserved. §§ 20-17– 20-50
Art. III.	Cable and Video Customer Protection Law §§ 20-51 – 20-70
Art. IV.	Cable/Video Service Provider Fee and Peg Access Support Fee §§ 20-71 – 20-90
Art V.	Small Wireless Facilities Deployment 20-91 – 20-113

***Editor's note**--Ord. No. O-137-92, §1, adopted Sept. 9, 1991, deleted Ch. 20, Eminent Domain, in its entirety. Former Ch. 20 was derived from Ord. No. O-7-82, § 1, adopted Jan. 25, 1982; and Ord. No. O-15-82, §1, adopted Feb. 8, 1982.

Editor's Note – Ord. No. 0-249-05, §1, adopted December 19, 2005, deleted Article II. Infrastructure Maintenance Fee (Secs. 20-17 through 20-26) in its entirety. Now reference Chapter 17, Section 17-78 Imposition of Tax

 Editor's Note – Ord. #0-208-07, adopted on December 10, 2007, added a new Article III Cable and Video Customer Protection Law.

 Editor's Note – Ord. #0-209-07, adopted on December 10, 2007, added a new Article IV Cable/Video Service Provider Fee and Peg Access Support Fee.

 Editor's Note – Ord. #0-121-15, adopted October 19, 2015 replaced Chapter 20 in its entirety.

 Editor's Note – Ord. #O-31-19, adopted April 1, 2019 replaced Article V Personal Wireless Telecommunication Services and Facilities in its entirety with Article V Small Wireless Facilities Deployment

ARTICLE 1:GENERAL

- Sec. 20-1. Purpose.** The purpose and intent of this Chapter Title is to:
- 20-1.1** establish a local policy concerning telecommunications providers and services;
 - 20-1.2** establish clear local guidelines, standards and time frames for the exercise of local authority with respect to the regulation of telecommunications providers and services;
 - 20-1.3** promote competition in telecommunications;
 - 20-1.4** minimize unnecessary local regulation of telecommunications providers and services;
 - 20-1.5** encourage the provision of advanced and competitive telecommunications services on the widest possible basis to the businesses, institutions and residents of the Village;
 - 20-1.6** permit and manage reasonable access to the public ways of the Village for telecommunications purposes on a competitively neutral basis;
 - 20-1.7** conserve the limited physical capacity of the public ways held in public trust by the Village;
 - 20-1.8** assure that the Village's current and ongoing costs of granting and regulating private access to and use of the public ways are fully paid by the persons seeking such access and causing such costs;

- 20-1.9** secure fair and reasonable compensation to the Village and the residents of the Village for permitting private use of the public ways;
- 20-1.10** assure that all telecommunications carriers providing facilities or services within the Village comply with the ordinances, rules and regulations of the Village;
- 20-1.11** assure that the Village can continue to fairly and responsibly protect the public health, safety and welfare;
- 20-1.12** enable the Village to discharge its public trust consistent with rapidly evolving federal and state regulatory policies, industry competition and technological development.

Sec. 20-2 Definitions

For the purpose of this Chapter, and the interpretation and enforcement thereof, the following words and phrases shall have the following meanings, unless the context of the sentence in which they are used shall indicate otherwise:

"Affiliate" means a person that (directly or indirectly) owns or controls, is owned or controlled by, or is under common ownership or control with another person.

"Annual gross revenue" ... reserved.

"Cable Act" shall mean the Cable Communications Policy Act of 1984, 47 U.S.C. §532, *et seq.*, as now and hereafter amended.

"Cable operator" means a telecommunications carrier providing or offering to provide "cable service" within the Village as that term is defined in the Cable Act.

"Cable service" for the purpose of this Title shall have the same meaning provided by the Cable Act.

"Corporate Authorities" means the Mayor and Village Council.

"Easement" Any land, public or private, upon which any utility has any right(s) granted for access, usage, placement, construction, or maintenance of or relative to the operation of its utility system(s). (Ord.No.0-109-99, § 2,3,4,56;8-9-99)

"Excess capacity" means the volume or capacity in any existing or future duct, conduit, manhole, handhole or other utility facility within the public way that is or will be available for use for additional telecommunications facilities.

"FCC" or "Federal Communications Commission" means the Federal administrative agency, or lawful successor, authorized to regulate and oversee telecommunications carriers, services and providers on a national level.

"Facility" All structures, devices, objects, and materials (including track and rails, wires, ducts, fiber optic cable, communications and video cables and wires, poles, conduits, grates, covers, pipes, cables, and appurtenances thereto) located on, over, above, along, upon, under, across, or within public ways, except those owned by the Village. (Ord.No.0-109-99, §2,3,4,56;8-9-99)

"Franchisee" Any person as holder of a Franchise Agreement as set forth in Section 20.5 of this document.

"ICC" or "Illinois Commerce Commission" means the State administrative agency, or lawful successor, authorized to regulate and oversee telecommunications carriers, services and providers in the State of Illinois.

☐Licensee☐ Any person as holder of a Telecommunication License as set forth in Village Code.

"Other ways" means the highways, streets, alleys, utility easements or other rights-of-way within the Village, but under the jurisdiction and control of a governmental entity other than the Village.

"Overhead facilities" means utility poles, utility facilities and telecommunications facilities located above the surface of the ground, including the underground supports and foundations for such facilities.

"Person" means and includes corporations, companies, associations, joint stock companies or associations, firms, partnerships, limited liability companies and individuals and includes their lessors, trustees and receivers.

"Public street" means any highway, street, alley or other public right of way for motor vehicle travel under the jurisdiction and control of the Village which has been acquired, established, dedicated or devoted to highway purposes not inconsistent with telecommunications facilities.

"Public way" means and includes all public streets and utility easements, as those terms are defined herein, now or hereafter owned by the Village, but only to the extent of the Village's right, title, interest or authority to grant a license or franchise to occupy and use such streets and easements for telecommunications facilities.

"State" means the State of Illinois.

"Surplus space" means that portion of the usable space on a utility pole which has the necessary clearance from other pole users, as required by the orders and regulations of the Illinois Commerce Commission, to allow its use by a telecommunications carrier for a pole attachment.

"SWFDA" means The Small Wireless Facilities Deployment Act (50 ILCS 840/1 et seq.). as now and hereafter amended.

"Telecommunications carrier" means and includes every person that directly or indirectly owns, controls, operates or manages plant, equipment or property within the Village, used or to be used for the purpose of offering telecommunications service.

"Telecommunications facilities" means the plant, equipment and property, including but not limited to, cables, wires, conduits, ducts, pedestals, antennae, electronics and other appurtenances used or to be used to transmit, receive, distribute, provide or offer telecommunications services.

"Telecommunications Franchisee" ☐ See ☐Franchisee☐

"Telecommunications Licensee" ☐ See ☐Licensee☐

"Telecommunications provider" means and includes every person who provides telecommunications service over telecommunications facilities without any ownership or management control of the facilities.

"Telecommunications service" means the providing or offering for rent, sale or lease, or in exchange for other value received, of the transmittal of voice, data, image, graphic and video programming information between or among points by wire, cable, fiber optics, laser, microwave, radio, satellite or similar facilities, with or without benefit of any closed transmission medium.

"Telecommunications system" See **"Telecommunications facilities"**.

"Underground facilities" means utility and telecommunications facilities located under the surface of the ground, excluding the underground foundations or supports for Overhead Facilities.

"Usable space" means the total distance between the top of a utility pole and the lowest possible attachment point that provides the minimum allowable vertical clearance as specified in the orders and regulations of the Illinois Commerce Commission.

"Utility" The individual or entity owning or operating any facility as defined in this Chapter. (Ord.No.0-109-99, §§2,3,4,56;8-9-99)

"Utility easement" means any easement owned by the Village and acquired, established, dedicated or devoted for public utility purposes not inconsistent with telecommunications facilities.

"Utility facilities" means the plant, equipment and property, including but not limited to the poles, pipes, mains, conduits, ducts, cables, wires, plant and equipment located under, on or above the surface of the ground within the public ways of the Village and used or to be used for the purpose of providing utility or telecommunications services.

"Village" means the Village of Palatine.

"Village property" means and includes all real property owned by the Village, other than public streets and utility easements as those terms are defined herein, and all property held in a proprietary capacity by the Village, which are not subject to right-of-way licensing and franchising as provided in this Title.

Sec. 20-3. Registration: Any entity or utility having or installing facilities of any kind in the easements, public or private, or the public ways within the Village shall register with the Village in accordance with Chapter 16 of the Village Code of Ordinances.(Ord.No.0-109-99, §§2,3,4,56;8-9-99)

Secs. 20-4 - 20-16 Reserved.

ARTICLE II. RESERVED

Secs. 20-17 – 20-50 Reserved.

ARTICLE III. CABLE AND VIDEO CUSTOMER PROTECTION LAW

[Editor's Note – Ord. #0-208-07, adopted on December 10, 2007, added a new Article III Cable and Video Customer Protection Law.]

Sec. 20-51 Customer Service and Privacy Protection Law.

- (a) Adoption. The regulations of 220 ILCS 5/70-501 are hereby adopted by reference and made applicable to the cable or video providers offering services within the Village of Palatine's boundaries.

- (b) Amendments. Any amendment to the Cable and Video Customer Protection Law that becomes effective after the effective date of this Article shall be incorporated into this Article by reference and shall be applicable to cable or video providers offering services within the municipality's boundaries. However, any amendment that makes its provisions optional for adoption by municipalities shall not be incorporated into this Article by reference without formal action by the corporate authorities of the Village of Palatine.

Sec. 20-52. Enforcement.

The Village of Palatine does hereby pursuant to law declare its intent to enforce all of the customer service and privacy protection standards of the Cable and Video Protection Law with respect to complaints received from residents within the Village of Palatine.

Sec. 20-53. Penalties.

The Village of Palatine, pursuant to 220 ILCS 5/70-501(r)(1), does hereby provide for a schedule of penalties for any material breach of the Cable and Video Protection Law by cable or video providers in addition to the penalties provided in the law. The monetary penalties shall apply on a competitively neutral basis and shall not exceed \$750.00 for each day of the material breach, and shall not exceed \$25,000.00 for each occurrence of a material breach per customer.

- (a) Material breach means any substantial failure of a cable or video provider to comply with service quality and other standards specified in any provision of the law.
- (b) The Village of Palatine shall give the cable or video provider written notice of any alleged material breaches of the law and allow such provider at least 30 days from the receipt of the notice to remedy the specified material breach.
- (c) A material breach, for the purposes of assuming penalties, shall be deemed to occur for each day that a material breach has not been remedied by the cable or video service provider after the notice in (b).

Sec. 20-54. Customer Credits.

The Village of Palatine hereby adopts the schedule of customer credits for violations. Those credits shall be as provided for in the provisions of 220 ILCS 5/70-501(s) and applied on the statement issued to the customer for the next billing cycle following the violation or following the discovery of the violation. The cable or video provider is responsible for providing the credits and the customer is under no obligation to request the credit.

Sec. 20-55. Severability.

If any provision of this Article, or the application of any provision of this Article, is held unconstitutional or otherwise invalid, such occurrence shall not affect other provisions of this Article, or their application, that can be given effect without the unconstitutional or invalid provision or its application. Each unconstitutional or invalid provision, or application of such provision, is severable, unless otherwise provided by this Article.

Sec. 20-56–20-70 Reserved.

ARTICLE IV. CABLE/VIDEO SERVICE PROVIDER FEE AND PEG ACCESS SUPPORT FEE

[Editor's Note – Ord. #0-209-07, adopted on December 10, 2007, added a new Article IV Cable/Video Service Provider Fee and Peg Access Support Fee.]

Sec. 20-71. Definitions.

As used in this Article, the following terms shall have the following meanings:

- (a) “*Cable service*” means that term as defined in 47 U.S.C. § 522(6).
- (b) “*Commission*” means the Illinois Commerce Commission.
- (c) “*Gross revenues*” means all consideration of any kind or nature, including, without limitation, cash, credits, property, and in-kind contributions received by the holder for the operation of a cable or video system to provide cable service or video service within the holder’s cable service or video service area within the Village of Palatine.

(1) Gross revenues shall include the following:

- (i) Recurring charges for cable or video service.
- (ii) Event-based charges for cable service or video service, including, but not limited to, pay-per-view and video-on-demand charges.
- (iii) Rental of set top boxes and other cable service or video service equipment.
- (iv) Service charges related to the provision of cable service or video service, including but not limited to activation, installation, and repair charges.
- (v) Administrative charges related to the provision of cable service or video service, including but not limited to service order and service termination charges.
- (vi) Late payment fees or charges, insufficient funds check charges, and other charges assessed to recover the costs of collecting delinquent payments.
- (vii) A pro rata portion of all revenue derived by the holder or its affiliates pursuant to compensation arrangements for advertising or for promotion or exhibition of any products or services derived from the operation of the holder’s network to provide cable service or video service within the Village of Palatine. The allocation shall be based on the number of subscribers in the Village of Palatine divided by the total number of subscribers in relation to the relevant regional or national compensation arrangement.
- (viii) Compensation received by the holder that is derived from the operation of the holder’s network to provide cable service or video service with respect to commissions that are received by the holder as compensation for promotion or exhibition of any products or services on the holder’s network, such as a “home shopping” or similar channel, subject to subsection (ix).
- (ix) In the case of a cable service or video service that is bundled or integrated functionally with other services, capabilities, or applications, the portion of the holder’s revenue attributable to the other services, capabilities, or applications shall be included in the gross revenue unless the holder can reasonably identify the division or exclusion of the revenue from its books and records that are kept in the regular course of business.
- (x) The service provider fee permitted by 220 ILCS 5/21-801(b).

(2) Gross revenues do not include any of the following:

- (i) Revenues not actually received, even if billed, such as bad debt, subject to 220 ILCS 5/21-801(c)(1)(vi).
 - (ii) Refunds, discounts, or other price adjustments that reduce the amount of gross revenues received by the holder of the State-issued authorization to the extent the refund, rebate, credit, or discount is attributable to cable service or video service.
 - (iii) Regardless of whether the services are bundled, packaged, or functionally integrated with cable service or video service, any revenues received from services not classified as cable service or video service, including, without limitation, revenue received from telecommunication services, information services, or the provision of directory or Internet advertising, including yellow pages, white pages, banner advertisement, and electronic publishing or any other revenues attributed by the holder to non-cable service or non-video service in accordance with the holder's books and records and records kept in the regular course of business and any applicable laws, rules, regulations, standards, or orders.
 - (iv) The sale of cable services or video services for resale in which the purchaser is required to collect the service provider fee from the purchaser's subscribers to the extent the purchaser certifies in writing that it will resell the service within the Village of Palatine and pay the fee permitted by 220 ILCS 5/21-801(b) with respect to the service.
 - (v) Any tax or fee of general applicability imposed upon the subscribers or the transaction by a city, State, federal, or any other governmental entity and collected by the holder of the State-issued authorization and required to be remitted to the taxing entity, including sales and use taxes.
 - (vi) Security deposits collected from subscribers.
 - (vii) Amounts paid by subscribers to "home shopping" or similar vendors for merchandise sold through any home shopping channel offered as part of the cable service or video service.
- (3) Revenue of an affiliate of a holder shall be included in the calculation of gross revenues to the extent the treatment of the revenue as revenue of the affiliate rather than the holder has the effect of evading the payment of the fee permitted by 220 ILCS 5/21-801(b) which would otherwise be paid by the cable service or video service.
- (d) "*Holder*" means a person or entity that has received authorization to offer or provide cable or video service from the Commission pursuant to 220 ILCS 5/21-401.
- (e) "*PEG*" means public, education and governmental.
- (f) "*PEG access support fee*" means the amount paid under this Article and 220 ILCS 5/21-801(d) by the holder to the Village of Palatine for the service areas within its territorial jurisdiction.
- (g) "*Service*" means the provision of "cable service" or "video service" to subscribers and the interaction of subscribers with the person or entity that has received authorization to offer or provide cable or video service from the Commission pursuant to 220 ILCS 5/21-401.

(h) “*Service provider fee*” means the amount paid under this Article and 220 ILCS 5/21-801 by the holder to a Village for the service areas within its territorial jurisdiction.

(i) “*Video service*” means video programming and subscriber interaction, if any, that is required for the selection or use of such video programming services, and which is provided through wireline facilities located at least in part in the public right-of-way without regard to delivery technology, including Internet protocol technology. This definition does not include any video programming provided by a commercial mobile service provider defined in 47 U.S.C. § 332(d) or any video programming provided solely as part of, and via, service that enables users to access content, information, electronic mail, or other services offered over the public Internet.

Sec. 20-72. Cable/Video Service Provider Fee Imposed.

(a) *Fee Imposed.* A fee is hereby imposed on any holder providing cable service or video service in the Village of Palatine.

(b) *Amount of Fee.* The amount of the fee imposed hereby shall be five percent (5%) of the holder’s gross revenues.

(c) *Notice to the Village of Palatine.* The holder shall notify the Village of Palatine at least ten (10) days prior to the date on which the holder begins to offer cable service or video service in the Village of Palatine.

(d) *Holder’s Liability.* The holder shall be liable for and pay the service provider fee to the Village of Palatine. The holder’s liability for the fee shall commence on the first day of the calendar month following thirty (30) days after receipt of the ordinance adopting this Article by the holder. The ordinance adopting this Article shall be sent by mail, postage prepaid, to the address listed on the holder’s application notice sent pursuant to 220 ILCS 5/21-401(b)(6) to the Village of Palatine.

(e) *Payment Date.* The payment of the service provider fee shall be due on a quarterly basis, forty-five (45) days after the close of the calendar quarter. If mailed, the fee is considered paid on the date it is postmarked. Each payment shall include a statement explaining the basis for the calculation of the fee.

(f) *Exemption.* The fee hereby imposed does not apply to existing cable service or video service providers that have an existing franchise agreement with the Village of Palatine in which a fee is paid.

(g) *Credit for Other Payments.* An incumbent cable operator that elects to terminate an existing agreement pursuant to 220 ILCS 5/21-301(c) with credit for prepaid franchise fees under that agreement may deduct the amount of such credit from the fees that operator owes under Section 20-72(b).

Sec. 20-73. PEG Access Support Fee Imposed.

(a) *PEG Fee Imposed.* A PEG access support fee is hereby imposed on any holder providing cable service or video service in the Village of Palatine in addition to the fee imposed pursuant to Sec. 20-72.

(b) *Amount of Fee.* The amount of the PEG access support fee imposed hereby shall be one percent (1%) of the holder’s gross revenues or, if greater, the percentage of gross revenues that incumbent cable operators pay to the Village of Palatine or its designee for PEG access support in the Village of Palatine.

(c) *Payment.* The holder shall pay the PEG access support fee to the Village of Palatine or to the entity designated by the Village of Palatine to manage PEG access. The holder’s liability for the PEG access support fee shall commence on the date set forth in Section 20-72(d).

(d) *Payment Due.* The payment of the PEG access support fee shall be due on a quarterly basis, forty-five (45) days after the close of the calendar quarter. If mailed, the fee is considered paid on the date it is postmarked. Each payment shall include a statement explaining the basis for the calculation of the fee.

(e) *Credit for Other Payments.* An incumbent cable operator that elects to terminate an existing agreement pursuant to 220 ILCS 5/21-301(c) shall pay, at the time they would have been due, all monetary payments for PEG access that would have been due during the remaining term of the agreement had it not been terminated pursuant to that section. All payments made by an incumbent cable operator pursuant to the previous sentence may be credited against the fees that that operator owes under Section 20-73(b).

Sec. 20-74. Applicable Principles.

All determinations and calculations under this Article shall be made pursuant to generally accepted accounting principles.

Sec. 20-75. No Impact on Other Taxes Due from Holder.

Nothing contained in this Article shall be construed to exempt a holder from any tax that is or may later be imposed by the Village of Palatine, including any tax that is or may later be required to be paid by or through the holder with respect to cable service or video service. A State-issued authorization shall not affect any requirement of the holder with respect to payment of the Village of Palatine's simplified municipal telecommunications tax or any other tax as it applies to any telephone service provided by the holder. A State-issued authorization shall not affect any requirement of the holder with respect to payment of the local unit of government's 911 or E911 fees, taxes or charges.

Sec. 20-76. Audits of Cable/Video Service Provider.

(a) *Audit Requirement.* The Village of Palatine will notify the holder of the requirements it imposes on other cable service or video service providers to submit to an audit of its books and records. The holder shall comply with the same requirements the Village of Palatine imposes on other cable service or video service providers in its jurisdiction to audit the holder's books and records and to re-compute any amounts determined to be payable under the requirements of the Village of Palatine. If all local franchises between the Village of Palatine and cable operator terminate, the audit requirements shall be those adopted by the Village of Palatine pursuant to the Local Government Taxpayers' Bill of Rights Act, 50 ILCS 45/1 *et seq.* No acceptance of amounts remitted should be construed as an accord that the amounts are correct.

(b) *Additional Payments.* Any additional amount due after an audit shall be paid within thirty (30) days after the Village of Palatine's submission of an invoice for the sum.

Sec. 20-77. Late Fees / Payments.

All fees due and payments which are past due shall be governed by ordinances adopted by the Village of Palatine pursuant to the Local Government Taxpayers' Bill of Rights Act, 50 ILCS 45/1 *et seq.*

Sec. 20-78. Severability.

If any provision of this Article, or the application of any provision of this Article, is held unconstitutional or otherwise invalid, such occurrence shall not affect other provisions of this Article, or their application, that can be given effect without the unconstitutional or invalid provision or its application. Each unconstitutional or invalid provision, or application of such provision, is severable, unless otherwise provided by this Article.

Sec. 20-79 – 20-90. Reserved.**ARTICLE V. SMALL WIRELESS FACILITIES DEPLOYMENT****Sec. 20-91. Purpose, Scope and Conflicts.**

- a) Purpose. The purpose of this Ordinance is to establish regulations, standards, and procedures for the siting and collocation of small wireless facilities on rights-of-way within the Village's jurisdiction, or outside the rights-of-way on property zoned by the Village exclusively for business, office research or manufacturing use, in a manner that is consistent the SWFDA.
- b) Conflicts with Other Ordinances. This Ordinance supersedes all Ordinances or parts of Ordinances adopted prior hereto that are in conflict herewith, to the extent of such conflict.
- c) Conflicts with State and Federal Laws. In the event that applicable federal or State laws or regulations conflict with the requirements of this Ordinance, the wireless provider shall comply with the requirements of this Ordinance to the maximum extent possible without violating federal or State laws or regulations.

Sec. 20-92. Definitions.

All terms defined in this section have the meaning provided in Section 10 of SWFDA.

Antenna. Communications equipment that transmits or receives electromagnetic radio frequency signals used in the provision of wireless services.

Applicable Codes. Uniform building, fire, electrical, plumbing, or mechanical codes adopted by a recognized national code organization or local amendments to those codes, including the National Electric Safety Code.

Applicant. Any person who submits an application and is a wireless provider.

Application. A request submitted by an applicant to an authority for a permit to collocate small wireless facilities, and a request that includes the installation of a new utility pole for such collocation, as well as any applicable fee for the review of such application.

Authority. A unit of local government that has jurisdiction and control for use of public rights-of-way as provided by the Illinois Highway Code for placements within public rights-of-way or has zoning or land use control for placements not within public rights-of-way.

Authority utility pole. A utility pole owned or operated by an authority in public rights-of-way.

Collocate or collocation. To install, mount, maintain, modify, operate, or replace wireless facilities on or adjacent to a wireless support structure or utility pole.

Communications service. Cable service, as defined in 47 U.S.C. 522(6), as amended; information service, as defined in 47 U.S.C. 153(24), as amended; telecommunications service, as defined in 47 U.S.C. 153(53), as amended; mobile service, as defined in 47 U.S.C. 153(53), as amended; or wireless service other than mobile service.

Communications service provider. A cable operator, as defined in 47 U.S.C. 522(5), as amended; a provider of information service, as defined in 47 U.S.C. 153(24), as amended; a telecommunications carrier, as defined in 47 U.S.C. 153(51), as amended; or a wireless provider.

FCC. The Federal Communications Commission of the United States.

Fee. A one-time charge.

Historic district or historic landmark. A building, property, or site, or group of buildings, properties, or sites that are either (i) listed in the National Register of Historic Places or formally determined eligible for listing by the Keeper of the National Register, the individual who has been delegated the authority by the federal agency to list properties and determine their eligibility for the National Register, in accordance with Section VI.D.1.a.i through Section VI.D.1.a.v of the Nationwide Programmatic Agreement codified at 47 CFR Part 1, Appendix C; or (ii) designated as a locally landmarked building, property, site, or historic district by an ordinance adopted by the authority pursuant to a preservation program that meets the requirements of the Certified Local Government Program of the Illinois State Historic Preservation Office or where such certification of the preservation program by the Illinois State Historic Preservation Office is pending.

Law. A federal or State statute, common law, code, rule, regulation, order, or local ordinance or resolution.

Micro wireless facility. A small wireless facility that is not larger in dimension than 24 inches in length, 15 inches in width, and 12 inches in height and that has an exterior antenna, if any, no longer than 11 inches.

Permit. A written authorization required by an authority to perform an action or initiate, continue, or complete a project.

Person. An individual, corporation, limited liability company, partnership, association, trust, or other entity or organization, including an authority.

Public safety agency. The functional division of the federal government, the State, a unit of local government, or a special purpose district located in whole or in part within this State, that provides or has authority to provide firefighting, police, ambulance, medical, or other emergency services to respond to and manage emergency incidents.

Rate. A recurring charge.

Right-of-way. The area on, below, or above a public roadway, highway, street, public sidewalk, alley, or utility easement dedicated for compatible use. Right-of-way does not include authority-owned aerial lines.

Small wireless facility. A wireless facility that meets both of the following qualifications: (i) each antenna is located inside an enclosure of no more than 6 cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than 6 cubic feet; and (ii) all other wireless equipment attached directly to a utility pole associated with

the facility is cumulatively no more than 25 cubic feet in volume. The following types of associated ancillary equipment are not included in the calculation of equipment volume: electric meter, concealment elements, telecommunications demarcation box, ground-based enclosures, grounding equipment, power transfer switch, cut-off switch, and vertical cable runs for the connection of power and other services.

Utility pole. A pole or similar structure that is used in whole or in part by a communications service provider or for electric distribution, lighting, traffic control, or a similar function.

Wireless facility. Equipment at a fixed location that enables wireless communications between user equipment and a communications network, including: (i) equipment associated with wireless communications; and (ii) radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration. Wireless facility includes small wireless facilities. Wireless facility does not include: (i) the structure or improvements on, under, or within which the equipment is collocated; or (ii) wireline back haul facilities, coaxial or fiber optic cable that is between wireless support structures or utility poles or coaxial, or fiber optic cable that is otherwise not immediately adjacent to or directly associated with an antenna.

Wireless infrastructure provider. Any person authorized to provide telecommunications service in the State that builds or installs wireless communication transmission equipment, wireless facilities, wireless support structures, or utility poles and that is not a wireless services provider but is acting as an agent or a contractor for a wireless services provider for the application submitted to the authority.

Wireless provider. A wireless infrastructure provider or a wireless services provider.

Wireless services. Any services provided to the general public, including a particular class of customers, and made available on a nondiscriminatory basis using licensed or unlicensed spectrum, whether at a fixed location or mobile, provided using wireless facilities.

Wireless services provider. A person who provides wireless services.

Wireless support structure. A freestanding structure, such as a monopole; tower, either guyed or self-supporting; billboard; or other existing or proposed structure designed to support or capable of supporting wireless facilities. Wireless support structure does not include a utility pole.

Sec. 20.93. Small Wireless Facilities – Permitted Use Subject to the Provisions of this Article V

1. Small wireless facilities shall be classified as permitted uses, and are subject to the provisions of this Chapter.
2. Small Wireless Facilities shall not be subject to zoning review or approval if they are collocated (i) in rights-of-way in any zone, or (ii) outside rights-of-way in property zoned exclusively for business, office-research and manufacturing uses.

Sec. 20-94. Permit Requirements and Review Procedure.

An applicant is required to obtain one or more permits to collocate small wireless facilities. A permit application is received and processed, and permits are issued subject to the following requirements.

1. Application Requirements.
 - A. Specific Documentation. A wireless provider shall be required to provide the following information when seeking a permit to collocate small wireless facilities on a utility pole or wireless support structure:
 - i. Specifications and drawings prepared by a structural engineer, as that term is defined in Section 4 of the Structural Engineering Practice Act of 1989,

for each proposed small wireless facility covered by the application as it is proposed to be installed;

- ii. Site specific structural integrity analysis and, for an authority utility pole, make-ready analysis prepared by a structural engineer, as that term is defined in Section 4 of the Structural Engineering Practice Act of 1989;
- iii. The location where each proposed small wireless facility or utility pole would be installed and photographs of the location and its immediate surroundings depicting the utility poles or structures on which each proposed small wireless facility would be mounted or location where utility poles or structures would be installed;
- iv. The equipment type and model numbers for the antennas and all other wireless equipment associated with the small wireless facility;
- v. A proposed schedule for the installation and completion of each small wireless facility covered by the application, if approved;
- vi. Certification that the collocation complies with paragraph (5), Requirements, to the best of the applicant's knowledge.
- vii. For Village utility poles that support aerial facilities used to provide communications services or electric service, wireless providers shall comply with the process for make-ready work under 47 U.S.C. 224 and its implementing regulations.
- viii. Applications for Multiple Small Wireless Facilities.
 - i. An applicant seeking to collocate small wireless facilities within the jurisdiction of a single authority shall be allowed, at the applicant's discretion, to file a consolidated application and receive a single permit for the collocation of up to 25 small wireless facilities if the collocations each involve substantially the same type of small wireless facility and substantially the same type of structure.
 - ii. If an application includes multiple small wireless facilities, the Village may remove small wireless facility collocations from the application and treat separately small wireless facility collocations for which incomplete information has been provided or that do not qualify for consolidated treatment or that are denied. The Village may issue separate permits for each collocation that is approved in a consolidated application.
- ix. Alternate Placements in Lieu of New Utility Pole.
 - i. With respect to an application for the collocation of a small wireless facility associated with a new utility pole, the Village may propose that the small wireless facility be collocated on an existing utility pole or existing wireless support structure within 100 feet of the proposed collocation, which the applicant shall accept if it has the right to use the alternate structure on reasonable terms and

conditions, and the alternate location and structure does not impose technical limits or additional material costs as determined by the applicant.

- ii. The applicant shall provide a written certification describing the property rights, technical limits or material cost reasons the alternate location does not satisfy the criteria in this paragraph.

2. Permit Review Procedure.

- A. Method of submitting all permit documentation. All applicants seeking permits are required to submit their documentation through the online tools provided on the official Village of Palatine website. The online submission process shall be the sole method for accepting permit documentation, and paper submissions will not be accepted unless explicitly specified by the relevant Village department.
- B. Village Review Period to Determine Completeness of Application. Within 30 days after receiving an application, the Village must determine whether the application is complete and notify the applicant. If an application is incomplete, the Village must specifically identify the missing information. An application shall be deemed complete if the Village fails to provide notification to the applicant within 30 days after when all documents, information, and fees specifically enumerated in the Village's permit application are submitted by the applicant to the Village.
- C. Village Review Period for Permit Application. The Village shall process applications as follows:
 - i. Collocation on Existing Structure.
 1. An application to collocate a small wireless facility on an existing utility pole or wireless support structure shall be processed on a nondiscriminatory basis.
 2. An application shall be deemed approved if the Village fails to approve or deny the application within 90 days but only if notice pursuant to Section 20-94(2)(C)(i)(3) is timely provided to the Village.
 3. If an applicant intends to proceed with the permitted activity on a deemed approved basis, the applicant must notify the Village in writing ("Deemed Approved Notice") of its intention to invoke the deemed approved remedy no sooner than 75 days after the submission of a completed application.
 4. If the Deemed Approved Notice was timely given, then the permit shall be deemed approved on the latter of the 90th day after submission of the complete application or the 10th day after the receipt of the Deemed Approved Notice by the Village.
 5. The receipt of the Deemed Approved Notice shall not preclude the Village's denial of the permit request within the time limits as provided under this Ordinance.
 - ii. Collocation on New Structure.

1. An application to collocate a small wireless facility that includes the installation of a new utility pole shall be processed on a nondiscriminatory basis.
2. An application shall be deemed approved if the Village fails to approve or deny the application within 120 days, but only if notice pursuant to Section 20-94(2)(C)(ii)(3) is timely provided to the Village.
3. If an applicant intends to proceed with the permitted activity on a deemed approved basis, the applicant must notify the Village in writing ("Deemed Approved Notice") of its intention to invoke the deemed approved remedy no sooner than 105 days after the submission of a completed application.
4. If the Deemed Approved Notice was timely given, then the permit shall be deemed approved on the latter of the 120th day after submission of the complete application or the 10th day after the receipt of the deemed approved notice by the Village.
5. The receipt of the deemed approved notice shall not preclude the Village's denial of the permit request within the time limits as provided under this Ordinance.

D. Village Review Period for Permit Correction Resubmittals.

- i. The applicant may cure the deficiencies identified by the Village and resubmit the revised application once within 30 days after notice of denial is sent to the applicant without paying an additional application fee.
- ii. The Village shall approve or deny the revised application within 30 days after the applicant resubmits the application or it is deemed approved.
- iii. However, if an applicant intends to proceed with the permitted activity on a deemed approved basis, the applicant must notify the Village in writing ("Deemed Approved Notice") of its intention to invoke the deemed approved remedy simultaneously with the Applicant's resubmittal.
- iv. If the Deemed Approved Notice is timely given, then the application shall be deemed approved on the 31st day after resubmission.
- v. Any subsequent Village reviews shall be limited to the deficiencies cited in the denial.
- vi. However the revised application deemed approved cure does not apply if the cure requires the review of a new location, a new or different structure to be collocated upon, new antennas, or other new wireless equipment associated with the small wireless facility.
- vii. The receipt of the Deemed Approved Notice shall not preclude the Village's denial of the permit request within the time limits as provided under this Ordinance.

- E. Tolling of Review Time Period.
 - i. All processing deadlines are tolled from the time the Village sends the notice of incompleteness to the time the applicant provides the missing information.
 - ii. The time period for applications may be further tolled by:
 - 1. The express agreement in writing by both the applicant and the Village; or
 - 2. A local, State or federal disaster declaration or similar emergency that causes the delay.

F. Document Basis for Denial.

The Village must document the basis for a denial, including the specific code provisions or application conditions on which the denial was based, and send the documentation to the applicant on or before the day the Village denies an application.

3. Application Fees. Application fees are subject to the following requirements:

- A. The Village shall charge an application fee of \$650 for an application to collocate a single small wireless facility on an existing utility pole or wireless support structure and \$350 for each small wireless facility addressed in an application to collocate more than one small wireless facility on existing utility poles or wireless support structures.
- B. The Village shall charge an application fee of \$1,000 for each small wireless facility addressed in an application that includes the installation of a new utility pole for such collocation.
- C. Notwithstanding any contrary provision of State law or local ordinance, applications filed pursuant to this Chapter must be accompanied by the required application fee.
- D. The Village shall not require an application, approval, or permit, or require any fees or other charges, from a communications service provider authorized to occupy the rights-of-way, for:
 - i. routine maintenance;
 - ii. the replacement of wireless facilities with wireless facilities that are substantially similar, the same size, or smaller if the wireless provider notifies the Village at least 10 days prior to the planned replacement and includes equipment specifications for the replacement of equipment consistent with the requirements of 20-94 (1) (A) (iv); or
 - iii. the installation, placement, maintenance, operation, or replacement of micro wireless facilities that are suspended on cables that are strung between existing utility poles in compliance with applicable safety codes.
 - iv. However, the Village may require a permit to work within rights-of-way for activities that affect traffic patterns or require lane closures.

4. Collocation Limitations.

- A. The wireless provider shall not collocate small wireless facilities on Village utility poles that are part of an electric distribution or transmission system within the communication worker safety zone of the pole or the electric supply zone of the pole.
- B. However, the antenna and support equipment of the small wireless facility may be located in the communications space on the Village utility pole and on the top of the pole, if not otherwise unavailable, if the wireless provider complies with applicable codes for work involving the top of the pole.
 - i. For purposes of this Section, the terms "communications space", "communication worker safety zone", and "electric supply zone" have the meanings given to those terms in the National Electric Safety Code as published by the Institute of Electrical and Electronics Engineers.
- C. The Village may reserve space on authority utility poles for future public safety uses or for the Village's electric utility uses, but a reservation of space may not preclude the collocation of a small wireless facility unless the Village reasonably determines that the authority utility pole cannot accommodate both uses.

Sec. 20-95. Height, Spacing, Design and Historic Preservation Regulations.

1. Height Limitations. The Village may limit the maximum height of a small wireless facility antenna to 10 feet above the utility pole or wireless support structure on which the small wireless facility is collocated.

- A. The height of new or replacement utility poles or wireless support structures on which small wireless facilities are collocated to the higher of:
 - i. 10 feet in height above the tallest existing utility pole, other than a utility pole supporting only wireless facilities, that is in place on the date the application is submitted to the Village, that is located within 300 feet of the new or replacement utility pole or wireless support structure and that is in the same right-of-way within the jurisdictional boundary of the Village, provided the Village may designate which intersecting right-of-way within 300 feet of the proposed utility pole or wireless support structures shall control the height limitation for such facility; or
 - ii. 45 feet above ground level.

2. Spacing. The wireless provider shall comply with applicable spacing requirements in applicable codes and ordinances concerning the location of ground-mounted equipment located in the right-of-way.

3. Design Standards. The wireless provider shall comply with written design standards that are generally applicable for decorative utility poles, or reasonable stealth, concealment, and aesthetic requirements that are identified by the Village in an ordinance, written policy adopted by the governing board of the authority, a comprehensive plan, or other written design plan that applies to other occupiers of the rights-of-way, including on a historic landmark or in a historic district

4. Underground Installations. The wireless provider shall comply with Section 16-20 of the Code of Ordinances concerning undergrounding requirements that prohibit the installation of new or the modification of existing utility poles in a right-of-way without prior approval.

5. Historic Preservation.

- A. Subject to Section 20-93, and except for facilities excluded from evaluation for effects on historic properties under 47 CFR 1.1307(a)(4), the Village requires reasonable, technically feasible and non-discriminatory design or concealment measures in a historic district or historic landmark.
- B. Any such design or concealment measures, including restrictions on a specific category of poles, may not have the effect of prohibiting any provider's technology. Such design and concealment measures shall not be considered a part of the small wireless facility for purposes of the size restrictions of a small wireless facility.
- C. This Section 20-95(5)(C) may not be construed to limit an authority's enforcement of historic preservation in conformance with the requirements adopted pursuant to the Illinois State Agency Historic Resources Preservation Act or the National Historic Preservation Act of 1966, 54 U.S.C. Section 300101 et seq., and the regulations adopted to implement those laws.

Sec. 20-96. Waivers.

Waivers from the height, setback and underground requirements of this Chapter shall be pursued according to the procedure set forth in Chapter 16 of the Palatine Code of Ordinances and will require Village Council concurrence.

Sec. 20-97. Interference.

1. The wireless provider's operation of the small wireless facilities shall not interfere with the frequencies used by a public safety agency for public safety communications.
2. A wireless provider shall install small wireless facilities of the type and frequency that will not cause unacceptable interference with a public safety agency's communications equipment.
3. Unacceptable interference will be determined by and measured in accordance with industry standards and the FCC's regulations addressing unacceptable interference to public safety spectrum or any other spectrum licensed by a public safety agency.
4. If a small wireless facility causes such interference, and the wireless provider has been given written notice of the interference by the public safety agency, the wireless provider, at its own expense, shall take all reasonable steps necessary to correct and eliminate the interference, including, but not limited to, powering down the small wireless facility and later powering up the small wireless facility for intermittent testing, if necessary.
5. The Village may terminate a permit for a small wireless facility based on such interference if the wireless provider is not making a good faith effort to remedy the problem in a manner consistent with the abatement and resolution procedures for interference with public safety spectrum established by the FCC including 47 CFR 22.970 through 47 CFR 22.973 and 47 CFR 90.672 through 47 CFR 90.675.

Sec. 20-98. Construction Requirements.

1. The wireless provider shall comply with the applicable codes and local code provisions or regulations that concern public safety.

2. The wireless provider shall comply with generally applicable standards that are consistent with the SWFDA and adopted by an authority for construction and public safety in the rights-of-way, including, but not limited to, reasonable and nondiscriminatory wiring and cabling requirements, grounding requirements, utility pole extension requirements, and signage limitations; and shall comply with reasonable and nondiscriminatory requirements that are consistent with the SWFDA and adopted by an authority regulating the location, size, surface area and height of small wireless facilities, or the abandonment and removal of small wireless facilities.

Sec. 20-99. Replacement of Wireless Support Structure.

1. If the Village determines that applicable codes, local code provisions or regulations that concern public safety, or the requirements of this Chapter require that the utility pole or wireless support structure be replaced before the requested collocation, approval may be conditioned on the replacement of the utility pole or wireless support structure at the cost of the provider.
 - a. The Village must document the basis for a denial, including the specific code provisions or application conditions on which the denial was based, and send the documentation to the applicant on or before the day the Village denies an application.
 - b. The applicant may cure the deficiencies identified by the Village and resubmit the revised application once within 30 days after notice of denial is sent to the applicant without paying an additional application fee. The Village shall approve or deny the revised application within 30 days after the applicant resubmits the application or it is deemed approved but only if notice pursuant to Section 20-99(1)(d) is timely provided to the Village.
 - c. If an applicant intends to proceed with the permitted activity on a deemed approved basis, the applicant must notify the Village in writing ("Deemed Approved Notice") of its intentions to invoke the deemed approved remedy at the same time the applicant resubmits the application.
 - d. If the Deemed Approved Notice was timely given, then the permit shall be deemed approved on the 31st day after the applicant resubmits the application and the Village receives the Deemed Approved Notice.
 - e. The receipt of the Deemed Approved Notice shall not preclude the Village's denial of the permit request within the time limits as provided in this Section.
 - f. Any subsequent review shall be limited to the deficiencies cited in the denial.
 - g. However, this revised application cure does not apply if the cure requires the review of a new location, new or different structure to be collocated upon, new antennas, or other wireless equipment associated with the small wireless facility.

Sec. 20-100. Collocation Construction Completion Deadline.

Collocation for which a permit is granted shall be completed within 180 days after issuance of the permit, unless the Village and the wireless provider agree to extend this period or a delay is caused by make-ready work for an authority utility pole or by the lack of commercial power or backhaul availability at the site, provided the wireless provider has made a timely request within 60 days after the issuance of the permit for commercial power or backhaul services, and the additional time to complete installation does not exceed 360 days after issuance of the permit. Otherwise, the permit shall be void unless the Village grants an extension in writing to the applicant.

Sec. 20-101. Duration of Permits.

The duration of a permit shall be for a period of not less than ten (10) years, and the permit shall be renewed for equivalent durations unless the Village makes a finding that the small wireless facilities or the new or modified utility pole do not comply with the applicable Village codes and this Chapter.

Sec. 20-102. Repeal of Small Wireless Facility Deployment Act.

If SWFDA is repealed as provided in Section 90 of the SWFDA, renewals of permits shall be subject to the applicable authority code provisions or regulations in effect at the time of renewal.

Section 20-103. Exceptions to Applicability.

Nothing in this Ordinance authorizes a person to collocate small wireless facilities on:

1. property owned by a private party or property owned or controlled by the Village or another unit of local government that is not located within rights-of-way, or a privately owned utility pole or wireless support structure without the consent of the property owner;
2. property owned, leased, or controlled by a park district, forest preserve district, or conservation district for public park, recreation, or conservation purposes without the consent of the affected district, excluding the placement of facilities on rights-of-way located in an affected district that are under the jurisdiction and control of a different unit of local government as provided by the Illinois Highway Code; or
3. property owned by a rail carrier registered under Section 18c-7201 of the Illinois Vehicle Code, Metra Commuter Rail or any other public commuter rail service, or an electric utility as defined in Section 16-102 of the Public Utilities Act, without the consent of the rail carrier, public commuter rail service, or electric utility. The provisions of this Ordinance do not apply to an electric or gas public utility or such utility's wireless facilities if the facilities are being used, developed, and maintained consistent with the provisions of subsection (i) of Section 16-108.5 of the Public Utilities Act.

For the purposes of this subsection, "public utility" has the meaning given to that term in Section 3-105 of the Public Utilities Act. Nothing in this Ordinance shall be construed to relieve any person from any requirement (a) to obtain a franchise or a State-issued authorization to offer cable service or video service or (b) to obtain any required permission to install, place, maintain, or operate communications facilities, other than small wireless facilities subject to this Ordinance.

Sec. 20-104. Existing Contracts.

The wireless provider shall comply with requirements that are imposed by a contract between the Village and a private property owner that concern design or construction standards applicable to utility poles and ground-mounted equipment located in the right-of-way.

Sec. 20-105. Existing Agreements Grandfathered for Existing Locations.

Agreements between the Village and wireless providers that relate to the collocation of small wireless facilities in the right-of-way, including the collocation of small wireless facilities on authority utility poles, that are in effect on June 1, 2018, remain in effect for all small wireless facilities collocated on the Village's utility poles pursuant to applications submitted to the Village before June 1, 2018, subject to applicable termination provisions.

Sec. 20-106. Annual Recurring Rental Rate.

The Village shall charge an annual recurring rate to collocate a small wireless facility on a Village utility pole located in a right-of-way that equals (i) \$200 per year or (ii) the actual, direct, and reasonable costs related to the wireless provider's use of space on the Village utility pole.

Rates for collocation on Village utility poles located outside of a right-of-way are not subject to these limitations.

Sec. 20-107. Burden of Proof Regarding Claim of Excessive Rental Rates.

In any controversy concerning the appropriateness of a cost-based rate for a Village utility pole located within a right-of-way, the Village shall have the burden of proving that the rate does not exceed the actual, direct, and reasonable costs for the applicant's proposed use of the authority utility pole.

Sec. 20-108. Abandonment.

1. A small wireless facility that is not operated for a continuous period of 12 months shall be considered abandoned and the owner of the facility must remove the small wireless facility within 90 days after receipt of written notice from the Village notifying the owner of the abandonment.
2. The notice shall be sent by certified or registered mail, return receipt requested, by the Village to the owner at the last known address of the owner. If the small wireless facility is not removed within 90 days of such notice, the Village may remove or cause the removal of such facility pursuant to the terms of its pole attachment agreement for authority utility poles or through whatever actions are provided for abatement of nuisances or by other law for removal and cost recovery.

Sec. 20-109. Notice of Transfer of Ownership of Small Wireless Facilities.

The Village shall require a wireless provider to provide written notice to the Village if a wireless provider sells or transfers small wireless facilities within the jurisdictional boundary of the Village. Such notice shall include the name and contact information of the new wireless provider.

Sec. 20-110. Dispute Resolution.

A circuit court has jurisdiction to resolve all disputes arising under the Small Wireless Facilities Deployment Act. Pending resolution of a dispute concerning rates for collocation of small wireless facilities on authority utility poles within the right-of-way, the authority shall allow the collocating person to collocate on its poles at annual rates of no more than \$200 per year per authority utility pole, with rates to be determined upon final resolution of the dispute.

Sec. 20-111. Indemnification.

A wireless provider shall indemnify and hold the Village harmless against any and all liability or loss from personal injury or property damage resulting from or arising out of, in whole or in part, the use or occupancy of the authority improvements or right-of-way associated with such improvements by the wireless provider or its employees, agents, or contractors arising out of the rights and privileges granted under this Ordinance and the SWFDA. A wireless provider has no obligation to indemnify or hold harmless against any liabilities and losses as may be due to or caused by the sole negligence of the Village or its employees or agents. A wireless provider shall further waive any claims that they may have against the Village with respect to consequential, incidental, or special damages, however caused, based on the theory of liability.

Sec. 20-112. Insurance.

1. The Village shall require the wireless provider to carry, at the wireless provider's own cost and expense, the following insurance: (i) property insurance for its property's replacement cost against all risks; (ii) workers' compensation insurance, as required by law; or (iii) commercial general liability insurance with respect to its activities on the authority improvements or rights-of-way to afford minimum protection limits consistent with its requirements of other users of authority improvements or rights-of-way, including coverage for bodily injury and property damage.
2. The Village shall require a wireless provider to include the Village as an additional insured on the commercial general liability policy and provide certification and documentation of inclusion of the Village in a commercial general liability policy as reasonably required by the Village.

Sec. 20-113. Severability.

If any provision of this Ordinance or application thereof to any person or circumstances is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

(Ord. O-31-19, 04/01/19)

PALATINE CODE OF ORDINANCES - CHAPTER 20 - TELECOMMUNICATIONS

Chapter 20 TELECOMMUNICATIONS

Art. I.	Telecommunication. §§ 20-1 – 20-16
Art. II.	Reserved. §§ 20-17– 20-50
Art. III.	Cable and Video Customer Protection Law §§ 20-51 – 20-70
Art. IV.	Cable/Video Service Provider Fee and Peg Access Support Fee §§ 20-71 – 20-90
Art V.	Small Wireless Facilities Deployment 20-91 – 20-113

***Editor's note**--Ord. No. O-137-92, §1, adopted Sept. 9, 1991, deleted Ch. 20, Eminent Domain, in its entirety. Former Ch. 20 was derived from Ord. No. O-7-82, § 1, adopted Jan. 25, 1982; and Ord. No. O-15-82, §1, adopted Feb. 8, 1982.

Editor's Note – Ord. No. 0-249-05, §1, adopted December 19, 2005, deleted Article II. Infrastructure Maintenance Fee (Secs. 20-17 through 20-26) in its entirety. Now reference Chapter 17, Section 17-78 Imposition of Tax

 Editor's Note – Ord. #0-208-07, adopted on December 10, 2007, added a new Article III Cable and Video Customer Protection Law.

 Editor's Note – Ord. #0-209-07, adopted on December 10, 2007, added a new Article IV Cable/Video Service Provider Fee and Peg Access Support Fee.

 Editor's Note – Ord. #0-121-15, adopted October 19, 2015 replaced Chapter 20 in its entirety.

 Editor's Note – Ord. #O-31-19, adopted April 1, 2019 replaced Article V Personal Wireless Telecommunication Services and Facilities in its entirety with Article V Small Wireless Facilities Deployment

ARTICLE 1:GENERAL

Sec. 20-1. Purpose. The purpose and intent of this Chapter Title is to:

- 20-1.1** establish a local policy concerning telecommunications providers and services;
- 20-1.2** establish clear local guidelines, standards and time frames for the exercise of local authority with respect to the regulation of telecommunications providers and services;
- 20-1.3** promote competition in telecommunications;
- 20-1.4** minimize unnecessary local regulation of telecommunications providers and services;
- 20-1.5** encourage the provision of advanced and competitive telecommunications services on the widest possible basis to the businesses, institutions and residents of the Village;
- 20-1.6** permit and manage reasonable access to the public ways of the Village for telecommunications purposes on a competitively neutral basis;
- 20-1.7** conserve the limited physical capacity of the public ways held in public trust by the Village;
- 20-1.8** assure that the Village's current and ongoing costs of granting and regulating private access to and use of the public ways are fully paid by the persons seeking such access and causing such costs;

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- 20-1.9** secure fair and reasonable compensation to the Village and the residents of the Village for permitting private use of the public ways;
- 20-1.10** assure that all telecommunications carriers providing facilities or services within the Village comply with the ordinances, rules and regulations of the Village;
- 20-1.11** assure that the Village can continue to fairly and responsibly protect the public health, safety and welfare;
- 20-1.12** enable the Village to discharge its public trust consistent with rapidly evolving federal and state regulatory policies, industry competition and technological development.

Sec. 20-2 Definitions

For the purpose of this Chapter, and the interpretation and enforcement thereof, the following words and phrases shall have the following meanings, unless the context of the sentence in which they are used shall indicate otherwise:

"Affiliate" means a person that (directly or indirectly) owns or controls, is owned or controlled by, or is under common ownership or control with another person.

"Annual gross revenue" ... reserved.

"Cable Act" shall mean the Cable Communications Policy Act of 1984, 47 U.S.C. §532, *et seq.*, as now and hereafter amended.

"Cable operator" means a telecommunications carrier providing or offering to provide "cable service" within the Village as that term is defined in the Cable Act.

"Cable service" for the purpose of this Title shall have the same meaning provided by the Cable Act.

"Corporate Authorities" means the Mayor and Village Council.

"Easement" Any land, public or private, upon which any utility has any right(s) granted for access, usage, placement, construction, or maintenance of or relative to the operation of its utility system(s). (Ord.No.0-109-99, § 2,3,4,56;8-9-99)

"Excess capacity" means the volume or capacity in any existing or future duct, conduit, manhole, handhole or other utility facility within the public way that is or will be available for use for additional telecommunications facilities.

"FCC" or "Federal Communications Commission" means the Federal administrative agency, or lawful successor, authorized to regulate and oversee telecommunications carriers, services and providers on a national level.

"Facility" All structures, devices, objects, and materials (including track and rails, wires, ducts, fiber optic cable, communications and video cables and wires, poles, conduits, grates, covers, pipes, cables, and appurtenances thereto) located on, over, above, along, upon, under, across, or within public ways, except those owned by the Village. (Ord.No.0-109-99, §2,3,4,56;8-9-99)

"Franchisee" Any person as holder of a ~~Telecommunication~~ Franchise Agreement as set forth in Section 20.5 of this document.

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"ICC" or "Illinois Commerce Commission" means the State administrative agency, or lawful successor, authorized to regulate and oversee telecommunications carriers, services and providers in the State of Illinois.

"Licensee" Any person as holder of a Telecommunication License as set forth in [Section 20.4 of this document Village Code](#).

"Other ways" means the highways, streets, alleys, utility easements or other rights-of-way within the Village, but under the jurisdiction and control of a governmental entity other than the Village.

"Overhead facilities" means utility poles, utility facilities and telecommunications facilities located above the surface of the ground, including the underground supports and foundations for such facilities.

"Person" means and includes corporations, companies, associations, joint stock companies or associations, firms, partnerships, limited liability companies and individuals and includes their lessors, trustees and receivers.

"Public street" means any highway, street, alley or other public right of way for motor vehicle travel under the jurisdiction and control of the Village which has been acquired, established, dedicated or devoted to highway purposes not inconsistent with telecommunications facilities.

"Public way" means and includes all public streets and utility easements, as those terms are defined herein, now or hereafter owned by the Village, but only to the extent of the Village's right, title, interest or authority to grant a license or franchise to occupy and use such streets and easements for telecommunications facilities.

"State" means the State of Illinois.

"Surplus space" means that portion of the usable space on a utility pole which has the necessary clearance from other pole users, as required by the orders and regulations of the Illinois Commerce Commission, to allow its use by a telecommunications carrier for a pole attachment.

"SWFDA" means The Small Wireless Facilities Deployment Act (50 ILCS 840/1 et seq.), as now and hereafter amended.

"Telecommunications carrier" means and includes every person that directly or indirectly owns, controls, operates or manages plant, equipment or property within the Village, used or to be used for the purpose of offering telecommunications service.

"Telecommunications facilities" means the plant, equipment and property, including but not limited to, cables, wires, conduits, ducts, pedestals, antennae, electronics and other appurtenances used or to be used to transmit, receive, distribute, provide or offer telecommunications services.

"Telecommunications Franchisee" See **"Franchisee"**

"Telecommunications Licensee" See **"Licensee"**

"Telecommunications provider" means and includes every person who provides telecommunications service over telecommunications facilities without any ownership or management control of the facilities.

"Telecommunications service" means the providing or offering for rent, sale or lease, or in exchange for other value received, of the transmittal of voice, data, image, graphic and video programming information between or among points by wire, cable, fiber optics, laser, microwave, radio, satellite or similar facilities, with or without benefit of any closed transmission medium.

"Telecommunications system" See **"Telecommunications facilities"**.

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"Underground facilities" means utility and telecommunications facilities located under the surface of the ground, excluding the underground foundations or supports for Overhead Facilities.

"Usable space" means the total distance between the top of a utility pole and the lowest possible attachment point that provides the minimum allowable vertical clearance as specified in the orders and regulations of the Illinois Commerce Commission.

"Utility" The individual or entity owning or operating any facility as defined in this Chapter. (Ord.No.0-109-99, §§2,3,4,56;8-9-99)

"Utility easement" means any easement owned by the Village and acquired, established, dedicated or devoted for public utility purposes not inconsistent with telecommunications facilities.

"Utility facilities" means the plant, equipment and property, including but not limited to the poles, pipes, mains, conduits, ducts, cables, wires, plant and equipment located under, on or above the surface of the ground within the public ways of the Village and used or to be used for the purpose of providing utility or telecommunications services.

"Village" means the Village of Palatine.

"Village property" means and includes all real property owned by the Village, other than public streets and utility easements as those terms are defined herein, and all property held in a proprietary capacity by the Village, which are not subject to right-of-way licensing and franchising as provided in this Title.

Sec. 20-3. Registration: Any entity or utility having or installing facilities of any kind in the easements, public or private, or the public ways within the Village shall register with the Village in accordance with Chapter 16 of the Village Code of Ordinances.(Ord.No.0-109-99, §§2,3,4,56;8-9-99)

Secs. 20-4 - 20-16 Reserved.

ARTICLE II. RESERVED

Secs. 20-17 – 20-50 Reserved.

ARTICLE III. CABLE AND VIDEO CUSTOMER PROTECTION LAW

[Editor's Note – Ord. #0-208-07, adopted on December 10, 2007, added a new Article III Cable and Video Customer Protection Law.]

Sec. 20-51 Customer Service and Privacy Protection Law.

- (a) Adoption. The regulations of 220 ILCS 5/70-501 are hereby adopted by reference and made applicable to the cable or video providers offering services within the Village of Palatine's boundaries.

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- (b) Amendments. Any amendment to the Cable and Video Customer Protection Law that becomes effective after the effective date of this Article shall be incorporated into this Article by reference and shall be applicable to cable or video providers offering services within the municipality's boundaries. However, any amendment that makes its provisions optional for adoption by municipalities shall not be incorporated into this Article by reference without formal action by the corporate authorities of the Village of Palatine.

Sec. 20-52. Enforcement.

The Village of Palatine does hereby pursuant to law declare its intent to enforce all of the customer service and privacy protection standards of the Cable and Video Protection Law with respect to complaints received from residents within the Village of Palatine.

Sec. 20-53. Penalties.

The Village of Palatine, pursuant to 220 ILCS 5/70-501(r)(1), does hereby provide for a schedule of penalties for any material breach of the Cable and Video Protection Law by cable or video providers in addition to the penalties provided in the law. The monetary penalties shall apply on a competitively neutral basis and shall not exceed \$750.00 for each day of the material breach, and shall not exceed \$25,000.00 for each occurrence of a material breach per customer.

- (a) Material breach means any substantial failure of a cable or video provider to comply with service quality and other standards specified in any provision of the law.
- (b) The Village of Palatine shall give the cable or video provider written notice of any alleged material breaches of the law and allow such provider at least 30 days from the receipt of the notice to remedy the specified material breach.
- (c) A material breach, for the purposes of assuming penalties, shall be deemed to occur for each day that a material breach has not been remedied by the cable or video service provider after the notice in (b).

Sec. 20-54. Customer Credits.

The Village of Palatine hereby adopts the schedule of customer credits for violations. Those credits shall be as provided for in the provisions of 220 ILCS 5/70-501(s) and applied on the statement issued to the customer for the next billing cycle following the violation or following the discovery of the violation. The cable or video provider is responsible for providing the credits and the customer is under no obligation to request the credit.

Sec. 20-55. Severability.

If any provision of this Article, or the application of any provision of this Article, is held unconstitutional or otherwise invalid, such occurrence shall not affect other provisions of this Article, or their application, that can be given effect without the unconstitutional or invalid provision or its application. Each unconstitutional or invalid provision, or application of such provision, is severable, unless otherwise provided by this Article.

Sec. 20-56–20-70 Reserved.

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ARTICLE IV. CABLE/VIDEO SERVICE PROVIDER FEE
AND PEG ACCESS SUPPORT FEE

[Editor's Note – Ord. #0-209-07, adopted on December 10, 2007, added a new Article IV Cable/Video Service Provider Fee and Peg Access Support Fee.]

Sec. 20-71. Definitions.

As used in this Article, the following terms shall have the following meanings:

- (a) “*Cable service*” means that term as defined in 47 U.S.C. § 522(6).
- (b) “*Commission*” means the Illinois Commerce Commission.

(c) “*Gross revenues*” means all consideration of any kind or nature, including, without limitation, cash, credits, property, and in-kind contributions received by the holder for the operation of a cable or video system to provide cable service or video service within the holder’s cable service or video service area within the Village of Palatine.

(1) Gross revenues shall include the following:

- (i) Recurring charges for cable or video service.
- (ii) Event-based charges for cable service or video service, including, but not limited to, pay-per-view and video-on-demand charges.
- (iii) Rental of set top boxes and other cable service or video service equipment.
- (iv) Service charges related to the provision of cable service or video service, including but not limited to activation, installation, and repair charges.
- (v) Administrative charges related to the provision of cable service or video service, including but not limited to service order and service termination charges.
- (vi) Late payment fees or charges, insufficient funds check charges, and other charges assessed to recover the costs of collecting delinquent payments.
- (vii) A pro rata portion of all revenue derived by the holder or its affiliates pursuant to compensation arrangements for advertising or for promotion or exhibition of any products or services derived from the operation of the holder’s network to provide cable service or video service within the Village of Palatine. The allocation shall be based on the number of subscribers in the Village of Palatine divided by the total number of subscribers in relation to the relevant regional or national compensation arrangement.
- (viii) Compensation received by the holder that is derived from the operation of the holder’s network to provide cable service or video service with respect to commissions that are received by the holder as compensation for promotion or exhibition of any products or services on the holder’s network, such as a “home shopping” or similar channel, subject to subsection (ix).
- (ix) In the case of a cable service or video service that is bundled or integrated functionally with other services, capabilities, or applications, the portion of the holder’s revenue attributable to the other services, capabilities, or applications shall be included in the gross revenue unless the holder can reasonably identify the division or exclusion of the revenue from its books and records that are kept in the regular course of business.
- (x) The service provider fee permitted by 220 ILCS 5/21-801(b).

(2) Gross revenues do not include any of the following:

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- (i) Revenues not actually received, even if billed, such as bad debt, subject to 220 ILCS 5/21-801(c)(1)(vi).
- (ii) Refunds, discounts, or other price adjustments that reduce the amount of gross revenues received by the holder of the State-issued authorization to the extent the refund, rebate, credit, or discount is attributable to cable service or video service.
- (iii) Regardless of whether the services are bundled, packaged, or functionally integrated with cable service or video service, any revenues received from services not classified as cable service or video service, including, without limitation, revenue received from telecommunication services, information services, or the provision of directory or Internet advertising, including yellow pages, white pages, banner advertisement, and electronic publishing or any other revenues attributed by the holder to non-cable service or non-video service in accordance with the holder's books and records and records kept in the regular course of business and any applicable laws, rules, regulations, standards, or orders.
- (iv) The sale of cable services or video services for resale in which the purchaser is required to collect the service provider fee from the purchaser's subscribers to the extent the purchaser certifies in writing that it will resell the service within the Village of Palatine and pay the fee permitted by 220 ILCS 5/21-801(b) with respect to the service.
- (v) Any tax or fee of general applicability imposed upon the subscribers or the transaction by a city, State, federal, or any other governmental entity and collected by the holder of the State-issued authorization and required to be remitted to the taxing entity, including sales and use taxes.
- (vi) Security deposits collected from subscribers.
- (vii) Amounts paid by subscribers to "home shopping" or similar vendors for merchandise sold through any home shopping channel offered as part of the cable service or video service.

(3) Revenue of an affiliate of a holder shall be included in the calculation of gross revenues to the extent the treatment of the revenue as revenue of the affiliate rather than the holder has the effect of evading the payment of the fee permitted by 220 ILCS 5/21-801(b) which would otherwise be paid by the cable service or video service.

(d) "*Holder*" means a person or entity that has received authorization to offer or provide cable or video service from the Commission pursuant to 220 ILCS 5/21-401.

(e) "*PEG*" means public, education and governmental.

(f) "*PEG access support fee*" means the amount paid under this Article and 220 ILCS 5/21-801(d) by the holder to the Village of Palatine for the service areas within its territorial jurisdiction.

(g) "*Service*" means the provision of "cable service" or "video service" to subscribers and the interaction of subscribers with the person or entity that has received authorization to offer or provide cable or video service from the Commission pursuant to 220 ILCS 5/21-401.

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(h) *“Service provider fee”* means the amount paid under this Article and 220 ILCS 5/21-801 by the holder to a Village for the service areas within its territorial jurisdiction.

(i) *“Video service”* means video programming and subscriber interaction, if any, that is required for the selection or use of such video programming services, and which is provided through wireline facilities located at least in part in the public right-of-way without regard to delivery technology, including Internet protocol technology. This definition does not include any video programming provided by a commercial mobile service provider defined in 47 U.S.C. § 332(d) or any video programming provided solely as part of, and via, service that enables users to access content, information, electronic mail, or other services offered over the public Internet.

Sec. 20-72. Cable/Video Service Provider Fee Imposed.

(a) *Fee Imposed.* A fee is hereby imposed on any holder providing cable service or video service in the Village of Palatine.

(b) *Amount of Fee.* The amount of the fee imposed hereby shall be five percent (5%) of the holder's gross revenues.

(c) *Notice to the Village of Palatine.* The holder shall notify the Village of Palatine at least ten (10) days prior to the date on which the holder begins to offer cable service or video service in the Village of Palatine.

(d) *Holder's Liability.* The holder shall be liable for and pay the service provider fee to the Village of Palatine. The holder's liability for the fee shall commence on the first day of the calendar month following thirty (30) days after receipt of the ordinance adopting this Article by the holder. The ordinance adopting this Article shall be sent by mail, postage prepaid, to the address listed on the holder's application notice sent pursuant to 220 ILCS 5/21-401(b)(6) to the Village of Palatine.

(e) *Payment Date.* The payment of the service provider fee shall be due on a quarterly basis, forty-five (45) days after the close of the calendar quarter. If mailed, the fee is considered paid on the date it is postmarked. Each payment shall include a statement explaining the basis for the calculation of the fee.

(f) *Exemption.* The fee hereby imposed does not apply to existing cable service or video service providers that have an existing franchise agreement with the Village of Palatine in which a fee is paid.

(g) *Credit for Other Payments.* An incumbent cable operator that elects to terminate an existing agreement pursuant to 220 ILCS 5/21-301(c) with credit for prepaid franchise fees under that agreement may deduct the amount of such credit from the fees that operator owes under Section 20-72(b).

Sec. 20-73. PEG Access Support Fee Imposed.

(a) *PEG Fee Imposed.* A PEG access support fee is hereby imposed on any holder providing cable service or video service in the Village of Palatine in addition to the fee imposed pursuant to Sec. 20-72.

(b) *Amount of Fee.* The amount of the PEG access support fee imposed hereby shall be one percent (1%) of the holder's gross revenues or, if greater, the percentage of gross revenues that incumbent cable operators pay to the Village of Palatine or its designee for PEG access support in the Village of Palatine.

(c) *Payment.* The holder shall pay the PEG access support fee to the Village of Palatine or to the entity designated by the Village of Palatine to manage PEG access. The holder's liability for the PEG access support fee shall commence on the date set forth in Section 20-72(d).

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(d) *Payment Due.* The payment of the PEG access support fee shall be due on a quarterly basis, forty-five (45) days after the close of the calendar quarter. If mailed, the fee is considered paid on the date it is postmarked. Each payment shall include a statement explaining the basis for the calculation of the fee.

(e) *Credit for Other Payments.* An incumbent cable operator that elects to terminate an existing agreement pursuant to 220 ILCS 5/21-301(c) shall pay, at the time they would have been due, all monetary payments for PEG access that would have been due during the remaining term of the agreement had it not been terminated pursuant to that section. All payments made by an incumbent cable operator pursuant to the previous sentence may be credited against the fees that that operator owes under Section 20-73(b).

Sec. 20-74. Applicable Principles.

All determinations and calculations under this Article shall be made pursuant to generally accepted accounting principles.

Sec. 20-75. No Impact on Other Taxes Due from Holder.

Nothing contained in this Article shall be construed to exempt a holder from any tax that is or may later be imposed by the Village of Palatine, including any tax that is or may later be required to be paid by or through the holder with respect to cable service or video service. A State-issued authorization shall not affect any requirement of the holder with respect to payment of the Village of Palatine's simplified municipal telecommunications tax or any other tax as it applies to any telephone service provided by the holder. A State-issued authorization shall not affect any requirement of the holder with respect to payment of the local unit of government's 911 or E911 fees, taxes or charges.

Sec. 20-76. Audits of Cable/Video Service Provider.

(a) *Audit Requirement.* The Village of Palatine will notify the holder of the requirements it imposes on other cable service or video service providers to submit to an audit of its books and records. The holder shall comply with the same requirements the Village of Palatine imposes on other cable service or video service providers in its jurisdiction to audit the holder's books and records and to re-compute any amounts determined to be payable under the requirements of the Village of Palatine. If all local franchises between the Village of Palatine and cable operator terminate, the audit requirements shall be those adopted by the Village of Palatine pursuant to the Local Government Taxpayers' Bill of Rights Act, 50 ILCS 45/1 *et seq.* No acceptance of amounts remitted should be construed as an accord that the amounts are correct.

(b) *Additional Payments.* Any additional amount due after an audit shall be paid within thirty (30) days after the Village of Palatine's submission of an invoice for the sum.

Sec. 20-77. Late Fees / Payments.

All fees due and payments which are past due shall be governed by ordinances adopted by the Village of Palatine pursuant to the Local Government Taxpayers' Bill of Rights Act, 50 ILCS 45/1 *et seq.*

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Sec. 20-78. Severability.

If any provision of this Article, or the application of any provision of this Article, is held unconstitutional or otherwise invalid, such occurrence shall not affect other provisions of this Article, or their application, that can be given effect without the unconstitutional or invalid provision or its application. Each unconstitutional or invalid provision, or application of such provision, is severable, unless otherwise provided by this Article.

Sec. 20-79 – 20-90. Reserved.

ARTICLE V. SMALL WIRELESS FACILITIES DEPLOYMENT

Sec. 20-91. Purpose, Scope and Conflicts.

- a) Purpose. The purpose of this Ordinance is to establish regulations, standards, and procedures for the siting and collocation of small wireless facilities on rights-of-way within the Village's jurisdiction, or outside the rights-of-way on property zoned by the Village exclusively for business, office research or manufacturing use, in a manner that is consistent the SWFDA.
- b) Conflicts with Other Ordinances. This Ordinance supersedes all Ordinances or parts of Ordinances adopted prior hereto that are in conflict herewith, to the extent of such conflict.
- c) Conflicts with State and Federal Laws. In the event that applicable federal or State laws or regulations conflict with the requirements of this Ordinance, the wireless provider shall comply with the requirements of this Ordinance to the maximum extent possible without violating federal or State laws or regulations.

Sec. 20-92. Definitions.

All terms defined in this section have the meaning provided in Section 10 of SWFDA.

Antenna. Communications equipment that transmits or receives electromagnetic radio frequency signals used in the provision of wireless services.

Applicable Codes. Uniform building, fire, electrical, plumbing, or mechanical codes adopted by a recognized national code organization or local amendments to those codes, including the National Electric Safety Code.

Applicant. Any person who submits an application and is a wireless provider.

Application. A request submitted by an applicant to an authority for a permit to collocate small wireless facilities, and a request that includes the installation of a new utility pole for such collocation, as well as any applicable fee for the review of such application.

Authority. A unit of local government that has jurisdiction and control for use of public rights-of-way as provided by the Illinois Highway Code for placements within public rights-of-way or has zoning or land use control for placements not within public rights-of-way.

Authority utility pole. A utility pole owned or operated by an authority in public rights-of-way.

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Collocate or collocation. To install, mount, maintain, modify, operate, or replace wireless facilities on or adjacent to a wireless support structure or utility pole.

Communications service. Cable service, as defined in 47 U.S.C. 522(6), as amended; information service, as defined in 47 U.S.C. 153(24), as amended; telecommunications service, as defined in 47 U.S.C. 153(53), as amended; mobile service, as defined in 47 U.S.C. 153(53), as amended; or wireless service other than mobile service.

Communications service provider. A cable operator, as defined in 47 U.S.C. 522(5), as amended; a provider of information service, as defined in 47 U.S.C. 153(24), as amended; a telecommunications carrier, as defined in 47 U.S.C. 153(51), as amended; or a wireless provider.

FCC. The Federal Communications Commission of the United States.

Fee. A one-time charge.

Historic district or historic landmark. A building, property, or site, or group of buildings, properties, or sites that are either (i) listed in the National Register of Historic Places or formally determined eligible for listing by the Keeper of the National Register, the individual who has been delegated the authority by the federal agency to list properties and determine their eligibility for the National Register, in accordance with Section VI.D.1.a.i through Section VI.D.1.a.v of the Nationwide Programmatic Agreement codified at 47 CFR Part 1, Appendix C; or (ii) designated as a locally landmarked building, property, site, or historic district by an ordinance adopted by the authority pursuant to a preservation program that meets the requirements of the Certified Local Government Program of the Illinois State Historic Preservation Office or where such certification of the preservation program by the Illinois State Historic Preservation Office is pending.

Law. A federal or State statute, common law, code, rule, regulation, order, or local ordinance or resolution.

Micro wireless facility. A small wireless facility that is not larger in dimension than 24 inches in length, 15 inches in width, and 12 inches in height and that has an exterior antenna, if any, no longer than 11 inches.

Permit. A written authorization required by an authority to perform an action or initiate, continue, or complete a project.

Person. An individual, corporation, limited liability company, partnership, association, trust, or other entity or organization, including an authority.

Public safety agency. The functional division of the federal government, the State, a unit of local government, or a special purpose district located in whole or in part within this State, that provides or has authority to provide firefighting, police, ambulance, medical, or other emergency services to respond to and manage emergency incidents.

Rate. A recurring charge.

Right-of-way. The area on, below, or above a public roadway, highway, street, public sidewalk, alley, or utility easement dedicated for compatible use. Right-of-way does not include authority-owned aerial lines.

Small wireless facility. A wireless facility that meets both of the following qualifications: (i) each antenna is located inside an enclosure of no more than 6 cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than 6 cubic feet; and (ii) all other wireless equipment attached directly to a utility pole associated with

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the facility is cumulatively no more than 25 cubic feet in volume. The following types of associated ancillary equipment are not included in the calculation of equipment volume: electric meter, concealment elements, telecommunications demarcation box, ground-based enclosures, grounding equipment, power transfer switch, cut-off switch, and vertical cable runs for the connection of power and other services.

Utility pole. A pole or similar structure that is used in whole or in part by a communications service provider or for electric distribution, lighting, traffic control, or a similar function.

Wireless facility. Equipment at a fixed location that enables wireless communications between user equipment and a communications network, including: (i) equipment associated with wireless communications; and (ii) radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration. Wireless facility includes small wireless facilities. Wireless facility does not include: (i) the structure or improvements on, under, or within which the equipment is collocated; or (ii) wireline back haul facilities, coaxial or fiber optic cable that is between wireless support structures or utility poles or coaxial, or fiber optic cable that is otherwise not immediately adjacent to or directly associated with an antenna.

Wireless infrastructure provider. Any person authorized to provide telecommunications service in the State that builds or installs wireless communication transmission equipment, wireless facilities, wireless support structures, or utility poles and that is not a wireless services provider but is acting as an agent or a contractor for a wireless services provider for the application submitted to the authority.

Wireless provider. A wireless infrastructure provider or a wireless services provider.

Wireless services. Any services provided to the general public, including a particular class of customers, and made available on a nondiscriminatory basis using licensed or unlicensed spectrum, whether at a fixed location or mobile, provided using wireless facilities.

Wireless services provider. A person who provides wireless services.

Wireless support structure. A freestanding structure, such as a monopole; tower, either guyed or self-supporting; billboard; or other existing or proposed structure designed to support or capable of supporting wireless facilities. Wireless support structure does not include a utility pole.

Sec. 20.93. Small Wireless Facilities – Permitted Use Subject to the Provisions of this Article V

1. Small wireless facilities shall be classified as permitted uses, and are subject to the provisions of this Chapter.
2. Small Wireless Facilities shall not be subject to zoning review or approval if they are collocated (i) in rights-of-way in any zone, or (ii) outside rights-of-way in property zoned exclusively for business, office-research and manufacturing uses.

Sec. 20.94. Permit Requirements and Review Procedure.

An applicant is required to obtain one or more permits to collocate small wireless facilities. A permit application is received and processed, and permits are issued subject to the following requirements.

1. Application Requirements.
 - A. Specific Documentation. A wireless provider shall be required to provide the following information when seeking a permit to collocate small wireless facilities on a utility pole or wireless support structure:
 - i. Specifications and drawings prepared by a structural engineer, as that term is defined in Section 4 of the Structural Engineering Practice Act of 1989,

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- for each proposed small wireless facility covered by the application as it is proposed to be installed;
- ii. Site specific structural integrity analysis and, for an authority utility pole, make-ready analysis prepared by a structural engineer, as that term is defined in Section 4 of the Structural Engineering Practice Act of 1989;
 - iii. The location where each proposed small wireless facility or utility pole would be installed and photographs of the location and its immediate surroundings depicting the utility poles or structures on which each proposed small wireless facility would be mounted or location where utility poles or structures would be installed;
 - iv. The equipment type and model numbers for the antennas and all other wireless equipment associated with the small wireless facility;
 - v. A proposed schedule for the installation and completion of each small wireless facility covered by the application, if approved;
 - vi. Certification that the collocation complies with paragraph (5), Requirements, to the best of the applicant's knowledge.
 - vii. For Village utility poles that support aerial facilities used to provide communications services or electric service, wireless providers shall comply with the process for make-ready work under 47 U.S.C. 224 and its implementing regulations.
 - viii. Applications for Multiple Small Wireless Facilities.
 - i. An applicant seeking to collocate small wireless facilities within the jurisdiction of a single authority shall be allowed, at the applicant's discretion, to file a consolidated application and receive a single permit for the collocation of up to 25 small wireless facilities if the collocations each involve substantially the same type of small wireless facility and substantially the same type of structure.
 - ii. If an application includes multiple small wireless facilities, the Village may remove small wireless facility collocations from the application and treat separately small wireless facility collocations for which incomplete information has been provided or that do not qualify for consolidated treatment or that are denied. The Village may issue separate permits for each collocation that is approved in a consolidated application.
 - ix. Alternate Placements in Lieu of New Utility Pole.
 - i. With respect to an application for the collocation of a small wireless facility associated with a new utility pole, the Village may propose that the small wireless facility be collocated on an existing utility pole or existing wireless support structure within 100 feet of the proposed collocation, which the applicant shall accept if it has the right to use the alternate structure on reasonable terms and

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conditions, and the alternate location and structure does not impose technical limits or additional material costs as determined by the applicant.

- ii. The applicant shall provide a written certification describing the property rights, technical limits or material cost reasons the alternate location does not satisfy the criteria in this paragraph.

2. Permit Review Procedure.

~~A. Method of Submitting All Permit Documentation. All permit applications, supporting information, and notices shall be submitted by personal delivery at the Village Hall, by regular mail postmarked on the date due, or by any other commonly used means, except that electronic mail may be used only if specifically permitted by the Village for said permit.~~ Method of submitting all permit documentation. All applicants seeking permits are required to submit their documentation through the online tools provided on the official Village of Palatine website. The online submission process shall be the sole method for accepting permit documentation, and paper submissions will not be accepted unless explicitly specified by the relevant city Village department.

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B. Village Review Period ~~of Review~~ to Determine Completeness of Application. Within 30 days after receiving an application, the Village must determine whether the application is complete and notify the applicant. If an application is incomplete, the Village must specifically identify the missing information. An application shall be deemed complete if the Village fails to provide notification to the applicant within 30 days after when all documents, information, and fees specifically enumerated in the Village's permit application ~~form~~ are submitted by the applicant to the Village.

C. Village Review Period for Permit Application. The Village shall process applications as follows:

- i. Collocation on Existing Structure.

1. An application to collocate a small wireless facility on an existing utility pole or wireless support structure shall be processed on a nondiscriminatory basis.
2. An application shall be deemed approved if the Village fails to approve or deny the application within 90 days but only if notice pursuant to Section ~~20-94D-i-320-94(2)(C)(i)(3)~~ is timely provided to the Village.
3. If an applicant intends to proceed with the permitted activity on a deemed approved basis, the applicant must notify the Village in writing ("Deemed Approved Notice") of its intention to invoke the deemed approved remedy no sooner than 75 days after the submission of a completed application.
4. If the Deemed Approved Notice was timely given, then the permit shall be deemed approved on the latter of the 90th day after submission of the complete application or the 10th day after the receipt of the Deemed Approved Notice by the Village.

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5. The receipt of the Deemed Approved Notice shall not preclude the Village's denial of the permit request within the time limits as provided under this Ordinance.
- ii. Collocation on New Structure.
 1. An application to collocate a small wireless facility that includes the installation of a new utility pole shall be processed on a nondiscriminatory basis.
 2. An application shall be deemed approved if the Village fails to approve or deny the application within 120 days, but only if notice pursuant to Section ~~D-ii-3-20-~~94(2)(C)(ii)(3) is timely provided to the Village.
 3. If an applicant intends to proceed with the permitted activity on a deemed approved basis, the applicant must notify the Village in writing ("Deemed Approved Notice") of its intention to invoke the deemed approved remedy no sooner than 105 days after the submission of a completed application.
 4. If the Deemed Approved Notice was timely given, then the permit shall be deemed approved on the latter of the 120th day after submission of the complete application or the 10th day after the receipt of the deemed approved notice by the Village.
 5. The receipt of the deemed approved notice shall not preclude the Village's denial of the permit request within the time limits as provided under this Ordinance.
- D. Village Review Period for Permit Correction Resubmittals.
 - i. The applicant may cure the deficiencies identified by the Village and resubmit the revised application once within 30 days after notice of denial is sent to the applicant without paying an additional application fee.
 - ii. The Village shall approve or deny the revised application within 30 days after the applicant resubmits the application or it is deemed approved.
 - iii. However, if an applicant intends to proceed with the permitted activity on a deemed approved basis, the applicant must notify the Village in writing ("Deemed Approved Notice") of its intention to invoke the deemed approved remedy simultaneously with the Applicant's resubmittal.
 - iv. If the Deemed Approved Notice is timely given, then the application shall be deemed approved on the 31st day after resubmission.
 - v. Any subsequent Village reviews shall be limited to the deficiencies cited in the denial.
 - vi. However the revised application deemed approved cure does not apply if

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the cure requires the review of a new location, a new or different structure to be collocated upon, new antennas, or other new wireless equipment associated with the small wireless facility.

- vii. The receipt of the Deemed Approved Notice shall not preclude the Village's denial of the permit request within the time limits as provided under this Ordinance.

E. Tolling of Review Time Period.

- i. All processing deadlines are tolled from the time the Village sends the notice of incompleteness to the time the applicant provides the missing information.
- ii. The time period for applications may be further tolled by:
 - 1. The express agreement in writing by both the applicant and the Village; or
 - 2. A local, State or federal disaster declaration or similar emergency that causes the delay.

F. Document Basis for Denial.

The Village must document the basis for a denial, including the specific code provisions or application conditions on which the denial was based, and send the documentation to the applicant on or before the day the Village denies an application.

3. Application Fees. Application fees are subject to the following requirements:

- A. The Village shall charge an application fee of \$650 for an application to collocate a single small wireless facility on an existing utility pole or wireless support structure and \$350 for each small wireless facility addressed in an application to collocate more than one small wireless facility on existing utility poles or wireless support structures.
- B. The Village shall charge an application fee of \$1,000 for each small wireless facility addressed in an application that includes the installation of a new utility pole for such collocation.
- C. Notwithstanding any contrary provision of State law or local ordinance, applications filed pursuant to this Chapter must be accompanied by the required application fee.
- D. The Village shall not require an application, approval, or permit, or require any fees or other charges, from a communications service provider authorized to occupy the rights-of-way, for:
 - i. routine maintenance;
 - ii. the replacement of wireless facilities with wireless facilities that are substantially similar, the same size, or smaller if the wireless provider notifies the Village at least 10 days prior to the planned replacement and includes equipment specifications for the replacement of equipment consistent with the requirements of 20-94 (1) (A) (iv); or

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- iii. the installation, placement, maintenance, operation, or replacement of micro wireless facilities that are suspended on cables that are strung between existing utility poles in compliance with applicable safety codes.
- iv. However, the Village may require a permit to work within rights-of-way for activities that affect traffic patterns or require lane closures.

4. Collocation Limitations.

- A. The wireless provider shall not collocate small wireless facilities on Village utility poles that are part of an electric distribution or transmission system within the communication worker safety zone of the pole or the electric supply zone of the pole.
- B. However, the antenna and support equipment of the small wireless facility may be located in the communications space on the Village utility pole and on the top of the pole, if not otherwise unavailable, if the wireless provider complies with applicable codes for work involving the top of the pole.
 - i. For purposes of this Section, the terms "communications space", "communication worker safety zone", and "electric supply zone" have the meanings given to those terms in the National Electric Safety Code as published by the Institute of Electrical and Electronics Engineers.
- C. The Village may reserve space on authority utility poles for future public safety uses or for the Village's electric utility uses, but a reservation of space may not preclude the collocation of a small wireless facility unless the Village reasonably determines that the authority utility pole cannot accommodate both uses.

Sec. 20-95. Height, Spacing, Design and Historic Preservation Regulations.

1. Height Limitations. The Village may limit the maximum height of a small wireless facility antenna to 10 feet above the utility pole or wireless support structure on which the small wireless facility is collocated.

- A. The height of new or replacement utility poles or wireless support structures on which small wireless facilities are collocated to the higher of:
 - i. 10 feet in height above the tallest existing utility pole, other than a utility pole supporting only wireless facilities, that is in place on the date the application is submitted to the Village, that is located within 300 feet of the new or replacement utility pole or wireless support structure and that is in the same right-of-way within the jurisdictional boundary of the Village, provided the Village may designate which intersecting right-of-way within 300 feet of the proposed utility pole or wireless support structures shall control the height limitation for such facility; or
 - ii. 45 feet above ground level.

2. Spacing. The wireless provider shall comply with applicable spacing requirements in applicable codes and ordinances concerning the location of ground-mounted equipment located in the right-of-way.

3. Design Standards. The wireless provider shall comply with written design standards that are generally applicable for decorative utility poles, or reasonable stealth, concealment, and aesthetic requirements that are identified by the Village in an ordinance, written policy adopted by the governing board of the authority, a comprehensive plan, or other written design plan that applies to other occupiers of the rights-of-way,

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including on a historic landmark or in a historic district

4. Underground Installations. The wireless provider shall comply with Section 16-20 of the Code of Ordinances concerning undergrounding requirements that prohibit the installation of new or the modification of existing utility poles in a right-of-way without prior approval.

5. Historic Preservation.

- A. Subject to Section ~~20-103~~20-93 ~~entitled Regulation of Small Wireless Facilities~~, and except for facilities excluded from evaluation for effects on historic properties under 47 CFR 1.1307(a)(4), the Village requires reasonable, technically feasible and non-discriminatory design or concealment measures in a historic district or historic landmark.
- B. Any such design or concealment measures, including restrictions on a specific category of poles, may not have the effect of prohibiting any provider's technology. Such design and concealment measures shall not be considered a part of the small wireless facility for purposes of the size restrictions of a small wireless facility.
- C. This Section ~~20-118~~20-95(5)(C) may not be construed to limit an authority's enforcement of historic preservation in conformance with the requirements adopted pursuant to the Illinois State Agency Historic Resources Preservation Act or the National Historic Preservation Act of 1966, 54 U.S.C. Section 300101 et seq., and the regulations adopted to implement those laws.

Sec. 20-96. Waivers.

Waivers from the height, setback and underground requirements of this Chapter shall be pursued according to the procedure set forth ~~in Chapter 16 of the Palatine Code of Ordinances and will require Village Council concurrence in Section 20.23 (or Section 20.93-k) of the Code of Ordinances.~~

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Sec. 20-97. Interference.

1. The wireless provider's operation of the small wireless facilities shall not interfere with the frequencies used by a public safety agency for public safety communications.
2. A wireless provider shall install small wireless facilities of the type and frequency that will not cause unacceptable interference with a public safety agency's communications equipment.
3. Unacceptable interference will be determined by and measured in accordance with industry standards and the FCC's regulations addressing unacceptable interference to public safety spectrum or any other spectrum licensed by a public safety agency.
4. If a small wireless facility causes such interference, and the wireless provider has been given written notice of the interference by the public safety agency, the wireless provider, at its own expense, shall take all reasonable steps necessary to correct and eliminate the interference, including, but not limited to, powering down the small wireless facility and later powering up the small wireless facility for intermittent testing, if necessary.
5. The Village may terminate a permit for a small wireless facility based on such interference if the wireless provider is not making a good faith effort to remedy the problem in a manner consistent with the abatement and resolution procedures for interference with public safety spectrum established by the FCC

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including 47 CFR 22.970 through 47 CFR 22.973 and 47 CFR 90.672 through 47 CFR 90.675.

Sec. 20-98. Construction Requirements.

1. The wireless provider shall comply with the applicable codes and local code provisions or regulations that concern public safety.
2. The wireless provider shall comply with generally applicable standards that are consistent with the SWFDA and adopted by an authority for construction and public safety in the rights-of-way, including, but not limited to, reasonable and nondiscriminatory wiring and cabling requirements, grounding requirements, utility pole extension requirements, and signage limitations; and shall comply with reasonable and nondiscriminatory requirements that are consistent with the SWFDA and adopted by an authority regulating the location, size, surface area and height of small wireless facilities, or the abandonment and removal of small wireless facilities.

Sec. 20-99. Replacement of Wireless Support Structure.

1. If the Village determines that applicable codes, local code provisions or regulations that concern public safety, or the requirements of this Chapter require that the utility pole or wireless support structure be replaced before the requested collocation, approval may be conditioned on the replacement of the utility pole or wireless support structure at the cost of the provider.
 - a. The Village must document the basis for a denial, including the specific code provisions or application conditions on which the denial was based, and send the documentation to the applicant on or before the day the Village denies an application.
 - b. The applicant may cure the deficiencies identified by the Village and resubmit the revised application once within 30 days after notice of denial is sent to the applicant without paying an additional application fee. The Village shall approve or deny the revised application within 30 days after the applicant resubmits the application or it is deemed approved but only if notice pursuant to Section 20-99-(1)-(d) is timely provided to the Village.
 - c. If an applicant intends to proceed with the permitted activity on a deemed approved basis, the applicant must notify the Village in writing ("Deemed Approved Notice") of its intentions to invoke the deemed approved remedy at the same time the applicant resubmits the application.
 - d. If the Deemed Approved Notice was timely given, then the permit shall be deemed approved on the 31st day after the applicant resubmits the application and the Village receives the Deemed Approved Notice.
 - e. The receipt of the Deemed Approved Notice shall not preclude the Village's denial of the permit request within the time limits as provided in this Section.
 - f. Any subsequent review shall be limited to the deficiencies cited in the denial.
 - g. However, this revised application cure does not apply if the cure requires the review of a new location, new or different structure to be collocated upon, new antennas, or other wireless equipment associated with the small wireless facility.

Sec. 20-100. Collocation Construction Completion Deadline.

Collocation for which a permit is granted shall be completed within 180 days after issuance of the permit, unless the Village and the wireless provider agree to extend this period or a delay is caused by make-ready

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work for an authority utility pole or by the lack of commercial power or backhaul availability at the site, provided the wireless provider has made a timely request within 60 days after the issuance of the permit for commercial power or backhaul services, and the additional time to complete installation does not exceed 360 days after issuance of the permit. Otherwise, the permit shall be void unless the Village grants an extension in writing to the applicant.

Sec. 20-101. Duration of Permits.

The duration of a permit shall be for a period of not less than ten (10) years, and the permit shall be renewed for equivalent durations unless the Village makes a finding that the small wireless facilities or the new or modified utility pole do not comply with the applicable Village codes and this Chapter.

Sec. 20-102. Repeal of Small Wireless Facility Deployment Act.

If SWFDA is repealed as provided in Section 90 of the SWFDA, renewals of permits shall be subject to the applicable authority code provisions or regulations in effect at the time of renewal.

Section 20-103. Exceptions to Applicability.

Nothing in this Ordinance authorizes a person to collocate small wireless facilities on:

1. property owned by a private party or property owned or controlled by the Village or another unit of local government that is not located within rights-of-way, or a privately owned utility pole or wireless support structure without the consent of the property owner;
2. property owned, leased, or controlled by a park district, forest preserve district, or conservation district for public park, recreation, or conservation purposes without the consent of the affected district, excluding the placement of facilities on rights-of-way located in an affected district that are under the jurisdiction and control of a different unit of local government as provided by the Illinois Highway Code; or
3. property owned by a rail carrier registered under Section 18c-7201 of the Illinois Vehicle Code, Metra Commuter Rail or any other public commuter rail service, or an electric utility as defined in Section 16-102 of the Public Utilities Act, without the consent of the rail carrier, public commuter rail service, or electric utility. The provisions of this Ordinance do not apply to an electric or gas public utility or such utility's wireless facilities if the facilities are being used, developed, and maintained consistent with the provisions of subsection (i) of Section 16-108.5 of the Public Utilities Act.

For the purposes of this subsection, "public utility" has the meaning given to that term in Section 3-105 of the Public Utilities Act. Nothing in this Ordinance shall be construed to relieve any person from any requirement (a) to obtain a franchise or a State-issued authorization to offer cable service or video service or (b) to obtain any required permission to install, place, maintain, or operate communications facilities, other than small wireless facilities subject to this Ordinance.

Sec. 20-104. Existing Contracts.

The wireless provider shall comply with requirements that are imposed by a contract between the Village and a private property owner that concern design or construction standards applicable to utility poles and ground-mounted equipment located in the right-of-way.

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Sec. 20-105. Existing Agreements Grandfathered for Existing Locations.

Agreements between the Village and wireless providers that relate to the collocation of small wireless facilities in the right-of-way, including the collocation of small wireless facilities on authority utility poles, that are in effect on June 1, 2018, remain in effect for all small wireless facilities collocated on the Village's utility poles pursuant to applications submitted to the Village before June 1, 2018, subject to applicable termination provisions.

Sec. 20-106. Annual Recurring Rental Rate.

The Village shall charge an annual recurring rate to collocate a small wireless facility on a Village utility pole located in a right-of-way that equals (i) \$200 per year or (ii) the actual, direct, and reasonable costs related to the wireless provider's use of space on the Village utility pole.

Rates for collocation on Village utility poles located outside of a right-of-way are not subject to these limitations.

Sec. 20-107. Burden of Proof Regarding Claim of Excessive Rental Rates.

In any controversy concerning the appropriateness of a cost-based rate for a Village utility pole located within a right-of-way, the Village shall have the burden of proving that the rate does not exceed the actual, direct, and reasonable costs for the applicant's proposed use of the authority utility pole.

Sec. 20-108. Abandonment.

1. A small wireless facility that is not operated for a continuous period of 12 months shall be considered abandoned and the owner of the facility must remove the small wireless facility within 90 days after receipt of written notice from the Village notifying the owner of the abandonment.
2. The notice shall be sent by certified or registered mail, return receipt requested, by the Village to the owner at the last known address of the owner. If the small wireless facility is not removed within 90 days of such notice, the Village may remove or cause the removal of such facility pursuant to the terms of its pole attachment agreement for authority utility poles or through whatever actions are provided for abatement of nuisances or by other law for removal and cost recovery.

Sec. 20-109. Notice of Transfer of Ownership of Small Wireless Facilities.

The Village shall require a wireless provider to provide written notice to the Village if a wireless provider sells or transfers small wireless facilities within the jurisdictional boundary of the Village. Such notice shall include the name and contact information of the new wireless provider.

Sec. 20-110. Dispute Resolution.

A circuit court has jurisdiction to resolve all disputes arising under the Small Wireless Facilities Deployment Act. Pending resolution of a dispute concerning rates for collocation of small wireless facilities on authority utility poles within the right-of-way, the authority shall allow the collocating person to collocate on its poles at annual rates of no more than \$200 per year per authority utility pole, with rates to be determined upon final resolution of the dispute.

Sec. 20-111. Indemnification.

A wireless provider shall indemnify and hold the Village harmless against any and all liability or loss from

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personal injury or property damage resulting from or arising out of, in whole or in part, the use or occupancy of the authority improvements or right-of-way associated with such improvements by the wireless provider or its employees, agents, or contractors arising out of the rights and privileges granted under this Ordinance and the SWFDA. A wireless provider has no obligation to indemnify or hold harmless against any liabilities and losses as may be due to or caused by the sole negligence of the Village or its employees or agents. A wireless provider shall further waive any claims that they may have against the Village with respect to consequential, incidental, or special damages, however caused, based on the theory of liability.

Sec. 20-112. Insurance.

1. The Village shall require the wireless provider to carry, at the wireless provider's own cost and expense, the following insurance: (i) property insurance for its property's replacement cost against all risks; (ii) workers' compensation insurance, as required by law; or (iii) commercial general liability insurance with respect to its activities on the authority improvements or rights-of-way to afford minimum protection limits consistent with its requirements of other users of authority improvements or rights-of-way, including coverage for bodily injury and property damage.
2. The Village shall require a wireless provider to include the Village as an additional insured on the commercial general liability policy and provide certification and documentation of inclusion of the Village in a commercial general liability policy as reasonably required by the Village.

Sec. 20-113. Severability.

If any provision of this Ordinance or application thereof to any person or circumstances is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

(Ord. O-31-19, 04/01/19)

Authorize the Village Manager to Execute a Three Year Agreement with TKB Associates, Inc. for Laserfiche Licensing and Installation Support

BACKGROUND:

In Q4 of 2023, the Village undertook a comprehensive review of our Electronic Document Management (EDM) processes, capabilities, and software to determine how to enhance our current processes for storage, indexing, retrieval, and management of our digital assets and drive efficiencies within the organization. The software primarily used for Electronic Document Management is Laserfiche, which allows for both storage, indexing, and cross referencing of any type of document. Staff has been pleased with Laserfiche since the Village started using it in 2006.

As part of the EDM Study, an upgrade of our Laserfiche software and the addition of new modules, such as workflow and record management, were recommended. Furthermore, our current licensing model for Laserfiche will be End-of-Life in 2025, requiring significant changes to our licensing model if we do not undertake this upgrade.

Staff is recommending entering into a 3-year agreement with TKB Associates Inc. (our Laserfiche Channel partner), for a Laserfiche Site License for all users at the following cost:

Year 1 - \$50,000

Year 2 - \$51,500

Year 3 - \$53,045

Additional funds for training, an upgraded system environment, installation services, and consulting increases the 1st year investment to \$72,700.

KEY ISSUES:

- This would provide multi-year site licenses for all users in the Village. Site license model allows all employees to utilize the features of the software.
- This would also change the Village's license model to subscription license hosted on premise. The subscription license is a yearly cost for software which most software vendors are moving instead of a perpetual license and yearly maintenance.
- This would meet the new capabilities that were recommended in the Village's Electronic Document Management (EDM) plan along with converting to the new license model.

ALTERNATIVES:

1. Authorize the Village manager to enter 3-year agreement with TKB Associates Inc. for Laserfiche licensing and installation support.
2. Refer back to staff.

RECOMMENDATION:

Staff recommends the authorization to enter into a 3-year agreement with TKB Associates Inc. for Laserfiche Licensing and Installation.

ACTION REQUIRED:

A motion to authorize the Village Manager to enter into a 3-year agreement with TKB Associates Inc. for the licensing and installation of Laserfiche in the amount not to exceed \$72,700 for the first year.

ATTACHMENTS:

- Laserfiche Site Lic Estimate


TKB Associates, Inc.

9459 Enterprise Drive
Mokena, IL 60448

Proposal

Date	Estimate #
02/21/2024	2368

Name / Address
Village of Palatine IT Department 200 E Wood St Palatine, IL 60067-5346

Terms	Rep
Due on receipt	JB

Item	Description	Qty	Cost	Total
	Proposal to upgrade your existing on-premise United system to an Self-Hosted Subscription with a 350 Business User Site License. Terms: This has a 3 year contract agreement and will have a 3% YOY increase applied Year 1 would be \$50,000.00 Year 2 would be \$51,500.00 Year 3 would be \$53,045.00. Quote good until 03/15/2024. No Exceptions.			
JSENF3B - SITE	JSENF3B - Laserfiche Self-Hosted Subscription Business User Annual Subscription Fee (350 Business Users)	1	50,000.00	50,000.00
9991L	Credit for Existing LSAP Expiring 04/28/2024 as of 02/02/24	1	-1,555.00	-1,555.00
Installation & Trai...	On-Site/Remote LaserFiche Installation & Training Professional Services:	30	175.00	5,250.00
	Typical Services Covered: - Installation and Configuration of Laserfiche Software - Laserfiche Upgrades on existing or New Server - Laserfiche Cloud Upgrades & Migrations - Training - Custom Integrations - Product Consultations - Workflow, Forms, & Quick Fields System Designs On-Site Traveling - If a technician is traveling on-site, service hours will be billed at 1/2 rate for travel time plus any parking fees. Total Investment Year 1			53,695.00

It's been a pleasure working with you!

Please visit our Web Site at www.tkbassociates.com

Phone #	Fax #
708-478-4100	708-478-4167


TKB Associates, Inc.

9459 Enterprise Drive
Mokena, IL 60448

Proposal

Date	Estimate #
02/21/2024	2368

Name / Address
Village of Palatine IT Department 200 E Wood St Palatine, IL 60067-5346

Terms	Rep
Due on receipt	JB

Item	Description	Qty	Cost	Total
	Self-Hosted Subscription Site License to Include the Following: 350 Business Users Import Agent Advanced Audit Trail Full SQL Support Laserfiche Forms Laserfiche Connector Laserfiche Workflow SDK 10 - Quick Fields Complete w/ Agent Unlimited Web Public Portal Unlimited Forms Portal Records Management Replica Site License for Testing Sales Tax Exempt		0.00%	0.00

It's been a pleasure working with you!

Please visit our Web Site at www.tkbassociates.com

Phone #	Fax #
708-478-4100	708-478-4167

Consider a Motion to Approve 2024 Warrant #5

8.1

Village of Palatine Warrant approval

Village Clerk

Mayor

Warrant # 5 having been approved by the Village Council on 03/04/2024 authorizes the Treasurer to deposit funds from the accounts indicated below:

		Check/ACH Disbursements	Electronic (EFT/W-T) Disbursements	Manual Checks	UB Refunds Processed	Fund Expense
General Fund	100	306,518.12	-	-	-	306,518.12
State Equitable Sharing Fund	222	1,157.39	-	-	-	1,157.39
Downtown TIF Fund	233	4,905.34	-	-	-	4,905.34
Rand Corridor TIF Fund	234	976.00	-	-	-	976.00
Opioid Settlement Fund	257	21,604.29	-	-	-	21,604.29
Capital Equipment Fund	401	142,672.07	-	745,000.00	-	887,672.07
Capital Improvements Fund	402	21,533.69	-	-	-	21,533.69
Water Fund	605	245,907.52	-	-	-	245,907.52
Sewer Fund	610	40,472.91	-	-	-	40,472.91
Refuse Fund	615	-	-	-	16.03	16.03
Parking Fund	620	38,541.93	-	-	-	38,541.93
Fleet Services Fund	710	69,679.10	-	-	-	69,679.10
Total Report		893,968.36	-	745,000.00	16.03	1,638,984.39

ATTACHMENTS:

- Warrant #5



Invoice Due Date Range 01/01/24 - 03/19/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1553 - Acme Truck & Brake Supply									
01_381904	Parts - T-412	Open		02/14/2024	03/15/2024	02/28/2024			225.16
01_382096	Parts - T-412	Open		02/14/2024	03/15/2024	02/28/2024			204.02
01_382496	Parts - T-412	Open		02/15/2024	03/16/2024	02/28/2024			287.89
Vendor 1553 - Acme Truck & Brake Supply Totals						Invoices	3		\$717.07
Vendor 4853 - Advance Auto Parts									
2376-1212174	Credit Memo	Open		02/02/2024	03/14/2024	02/26/2024			(22.00)
2376-1212535	Parts - T-438	Open		02/05/2024	03/06/2024	02/09/2024			34.16
2376-1212830	Parts - Stock	Open		02/06/2024	03/07/2024	02/09/2024			39.52
2376-1212854	Parts -	Open		02/06/2024	03/07/2024	02/09/2024			29.36
2376-1213078	Parts - PT-401	Open		02/07/2024	03/08/2024	02/09/2024			97.28
2376-1213088	Parts - Stock	Open		02/07/2024	03/08/2024	02/09/2024			19.94
2376-1213167	Parts - Stock	Open		02/08/2024	03/09/2024	02/09/2024			339.52
2376-1214011	Parts - Stock	Open		02/13/2024	03/14/2024	02/26/2024			55.98
2376-1214189	Parts - Stock	Open		02/14/2024	03/15/2024	02/26/2024			15.76
2376-1214339	Parts - T-491	Open		02/14/2024	03/15/2024	02/26/2024			59.67
2376-1214767	Parts - C-364	Open		02/16/2024	03/17/2024	02/26/2024			84.94
Vendor 4853 - Advance Auto Parts Totals						Invoices	11		\$754.13
Vendor 4746 - Advanced Tree Care									
35641	2024 Parkway Tree Trimming Program DPW-2461	Open		01/31/2024	03/01/2024	02/09/2024			143,480.73
Vendor 4746 - Advanced Tree Care Totals						Invoices	1		\$143,480.73
Vendor 2611 - Al Warren Oil Co									
W1629263	Motor Fuel	Open		02/08/2024	03/09/2024	02/12/2024			18,313.14
Vendor 2611 - Al Warren Oil Co Totals						Invoices	1		\$18,313.14
Vendor 2496 - Altorfer Industries, Inc									
P54C0163927	Parts - E-211	Open		02/13/2024	03/14/2024	02/28/2024			1,230.65
P56C0044452	Parts - E-211	Open		02/13/2024	03/14/2024	02/28/2024			39.06
Vendor 2496 - Altorfer Industries, Inc Totals						Invoices	2		\$1,269.71
Vendor 2491 - Anderson Pest Solutions									
57524912	Pest Control Services February 2024-CSF	Open		02/06/2024	03/07/2024	02/07/2024			85.26
Vendor 2491 - Anderson Pest Solutions Totals						Invoices	1		\$85.26
Vendor 3929 - ARIES Industries, Inc									
426721	Televising Camera Repair	Open		01/10/2024	03/01/2024	02/28/2024			1,657.07
427206	Televising Camera Repair Parts - O-Rings	Open		02/08/2024	03/09/2024	02/22/2024			2.17



Invoice Due Date Range 01/01/24 - 03/19/24
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Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
427346	Televising Camera Tractor Gas	Open		02/15/2024	03/16/2024	02/22/2024			62.71
Vendor 3929 - ARIES Industries, Inc Totals									Invoices 3 \$1,721.95
Vendor 5021 - Arlington Heights Ford LLC									
124814H	Parts - T-435	Open		01/03/2024	02/29/2024	02/28/2024			264.18
CM124814H	Credit Memo	Open		02/05/2024	03/06/2024	02/29/2024			(50.68)
129073H	Parts - T-511	Open		02/06/2024	03/07/2024	02/12/2024			172.78
129245H	Parts - STOCK	Open		02/07/2024	03/08/2024	02/12/2024			34.63
Vendor 5021 - Arlington Heights Ford LLC Totals									Invoices 4 \$420.91
Vendor 1443 - Arlington Power Equipment									
182990	Parts - PT-48	Open		02/06/2024	03/07/2024	02/12/2024			50.86
Vendor 1443 - Arlington Power Equipment Totals									Invoices 1 \$50.86
Vendor 4455 - AutoZone Stores LLC									
2567826164	Parts - T-460	Open		01/30/2024	02/29/2024	02/28/2024			94.99
2567834621	Parts - T-531	Open		02/14/2024	03/15/2024	02/28/2024			64.98
Vendor 4455 - AutoZone Stores LLC Totals									Invoices 2 \$159.97
Vendor 2744 - Avalon Petroleum Company									
040323	Motor Fuel	Open		02/14/2024	03/15/2024	02/29/2024			20,160.00
134687	Motor Fuel - Off road Tank PW	Open		02/14/2024	03/15/2024	02/29/2024			2,845.69
Vendor 2744 - Avalon Petroleum Company Totals									Invoices 2 \$23,005.69
Vendor 4169 - B & F Construction Code Services Inc									
63912	Building Plan Revision Review- Flo Fitness 709-711 S Vermont	Open		02/15/2024	03/15/2024	02/22/2024			320.00
Vendor 4169 - B & F Construction Code Services Inc Totals									Invoices 1 \$320.00
Vendor 1101 - Beverly Materials LLC									
300992	Wash Stone-WMB Restoration Repair	Open		02/10/2024	03/11/2024	02/07/2024			987.78
301157	Wash Stone-WMB Restoration Repair	Open		02/17/2024	03/18/2024	02/22/2024			199.64
Vendor 1101 - Beverly Materials LLC Totals									Invoices 2 \$1,187.42
Vendor 1722 - BLA, Inc									
23102-15	Illinois Avenue Improvements Phase I and II Engineering Services	Open		01/31/2024	03/01/2024	02/28/2024			487.71
23122-10	Palatine Road Reconstruction Phase II Engineering Services	Open		01/31/2024	03/01/2024	02/28/2024			19,718.48

Attachment: Warrant #5 (Warrant 2024 # 5)



Invoice Due Date Range 01/01/24 - 03/19/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
			Vendor 1722 - BLA, Inc Totals				Invoices	2	\$20,206.19
Vendor 2856 - Blackburn Manufacturing Company									
0726682-IN	Locate Flags	Open		02/13/2024	03/14/2024	02/22/2024			501.65
			Vendor 2856 - Blackburn Manufacturing Company Totals				Invoices	1	\$501.65
Vendor 2747 - Blue Cross Blue Shield Of Illinois									
2024-00000131	Ambulance Fee Refund	Open		02/16/2024	02/16/2024	02/16/2024			1,281.60
			Vendor 2747 - Blue Cross Blue Shield Of Illinois Totals				Invoices	1	\$1,281.60
Vendor 1235 - Bonnell Industries Inc									
0214654-IN	Parts - Stock	Open		02/05/2024	03/06/2024	02/09/2024			5,063.60
			Vendor 1235 - Bonnell Industries Inc Totals				Invoices	1	\$5,063.60
Vendor 1492 - Bound Tree Medical LLC									
85218520	EMS Equipment	Open		01/16/2024	02/15/2024	02/21/2024			105.95
85240137	EMS Supplies	Open		02/05/2024	03/04/2024	02/13/2024			123.65
			Vendor 1492 - Bound Tree Medical LLC Totals				Invoices	2	\$229.60
Vendor 3134 - Joseph P Brand									
PWCDLJB02142024	CDL Reimbursement	Open		02/14/2024	02/29/2024	02/16/2024			60.00
			Vendor 3134 - Joseph P Brand Totals				Invoices	1	\$60.00
Vendor 4978 - C. Acitelli Heating & Piping Contractors, Inc									
0000037794	Police HQ Server Room Cooling Unit Diagnostic Fee	Open		01/30/2024	03/01/2024	02/15/2024			890.00
			Vendor 4978 - C. Acitelli Heating & Piping Contractors, Inc Totals				Invoices	1	\$890.00
Vendor 3725 - Cambridge Computer Services Inc									
87448	VRanger Maint	Open		02/05/2024	03/06/2024	01/31/2024			1,769.18
87518	HP Workstation	Open		02/13/2024	03/14/2024	02/13/2024			1,602.02
			Vendor 3725 - Cambridge Computer Services Inc Totals				Invoices	2	\$3,371.20
Vendor 2774 - Cargill Inc-Salt Division									
2909156222	2024 Rock Salt	Open		02/08/2024	03/09/2024	02/14/2024			11,759.65
2909164093	2024 Rock Salt	Open		02/09/2024	03/10/2024	02/14/2024			19,538.08
2909179482	2024 Rock Salt	Open		02/12/2024	03/13/2024	02/14/2024			7,796.84
			Vendor 2774 - Cargill Inc-Salt Division Totals				Invoices	3	\$39,094.57
Vendor 2650 - Case Lots									
21988	Liquid Laundry Soap,Urina Kleen,43x47 Liners & Gojo Foam AB Soap	Open		12/29/2023	02/29/2024	02/28/2024			659.50
22079	Toilet Paper BWK6144 and 40# Laundry Powder	Open		12/29/2023	02/29/2024	02/28/2024			818.00



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
22081	M-Fold Towels, 24x32 Liners, 43x47 Liners & Liquid Laundry Soap	Open		12/29/2023	02/29/2024	02/28/2024			1,116.50
			Vendor	2650 - Case Lots Totals		Invoices	3		\$2,594.00
Vendor 5195 - Castle Chevrolet North LLC									
240717	Repairs - T-458	Open		01/24/2024	02/23/2024	02/28/2024			2,902.31
241579	Repairs - T-458	Open		01/24/2024	02/28/2024	02/28/2024			51.74
			Vendor	5195 - Castle Chevrolet North LLC Totals		Invoices	2		\$2,954.05
Vendor 2732 - CDW Government Inc									
PD82849	Adobe Pro License	Open		01/22/2024	02/21/2024	02/13/2024			93.55
			Vendor	2732 - CDW Government Inc Totals		Invoices	1		\$93.55
Vendor 2555 - Chicago Parts & Sound									
1-0416384	Parts - Stock	Open		02/08/2024	03/09/2024	02/28/2024			94.56
1-0417878	Parts - Stock	Open		02/14/2024	03/15/2024	02/28/2024			24.27
			Vendor	2555 - Chicago Parts & Sound Totals		Invoices	2		\$118.83
Vendor 4343 - Christopher B. Burke Engineering Ltd									
189836	Peppertree Lift Station Abandonment Design Engineering	Open		02/07/2024	03/08/2024	02/28/2024			10,326.75
			Vendor	4343 - Christopher B. Burke Engineering Ltd Totals		Invoices	1		\$10,326.75
Vendor 3050 - Cintas #22									
4182937334	CSF Carpets	Open		02/09/2024	03/10/2024	02/14/2024			151.11
4182937381	Shop Rags	Open		02/09/2024	03/10/2024	02/14/2024			17.12
4182937518	Uniform Cleaning	Open		02/09/2024	03/10/2024	02/14/2024			144.11
4183078410	Village Hall Carpets	Open		02/12/2024	03/13/2024	02/13/2024			147.13
4183682302	Shop Rags	Open		02/16/2024	03/17/2024	02/26/2024			17.60
4183682471	Uniform Cleaning	Open		02/16/2024	03/17/2024	02/26/2024			150.76
			Vendor	3050 - Cintas #22 Totals		Invoices	6		\$627.83
Vendor 2707 - Ciorba Group Inc									
0029272	Salt Creek Streambank Stabilization Design Engineering Services	Open		02/07/2024	03/08/2024	02/28/2024			4,899.65
0029318	2024 Water Main Replacement Contract 2 Design DPW-2422	Open		02/08/2024	03/09/2024	02/28/2024			10,452.75
			Vendor	2707 - Ciorba Group Inc Totals		Invoices	2		\$15,352.40
Vendor 1488 - CNS Tire Supply									
27166	Parts - Stock	Open		02/08/2024	03/09/2024	02/12/2024			1,014.96
27169	Parts - C-376	Open		02/09/2024	03/10/2024	02/28/2024			258.00

Attachment: Warrant #5 (Warrant 2024 # 5)



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Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
			Vendor	1488 - CNS Tire Supply Totals			Invoices	2	\$1,272.96
Vendor 3033 - Comcast Cable									
CC 01-24 B	Backup Internet Connections	Open		01/25/2024	02/22/2024	02/13/2024			59.70
PW 02-24 A	Backup Internet Connections	Open		02/02/2024	03/01/2024	02/13/2024			333.07
			Vendor	3033 - Comcast Cable Totals			Invoices	2	\$392.77
Vendor 2605 - Contech-MSI Co									
196422	Annual Sprinkler Inspection- Fire Station 82	Open		12/28/2023	02/29/2024	02/28/2024			724.00
196423	Annual Sprinkler & Preaction Inspection-200 E. Wood St	Open		12/28/2023	02/29/2024	02/28/2024			1,324.00
196424	Annual Standpipe Inspection-251 W. Colfax Street	Open		12/28/2023	02/29/2024	02/28/2024			695.00
			Vendor	2605 - Contech-MSI Co Totals			Invoices	3	\$2,743.00
Vendor 5303 - Convergint Technologies									
IN00154550	Electronic Security System-Harper Well Site	Open		02/14/2024	03/15/2024	02/29/2024			8,000.88
IN00154572	Electronic Security System-Well 5	Open		02/14/2024	03/15/2024	02/29/2024			7,199.42
			Vendor	5303 - Convergint Technologies Totals			Invoices	2	\$15,200.30
Vendor 2773 - Core & Main LP									
U143923	GTP-50HX 2" Wet Prime Trash Pump	Open		01/24/2024	02/23/2024	02/28/2024			2,016.00
U272067	GTP-50HX 2" Wet Prime Trash Pump	Open		02/16/2024	03/17/2024	02/22/2024			2,193.00
			Vendor	2773 - Core & Main LP Totals			Invoices	2	\$4,209.00
Vendor 2754 - Dell Marketing Lp									
2024-00000172	Microsoft SA agreement	Open		02/28/2024	02/28/2024	02/28/2024			29,537.70
			Vendor	2754 - Dell Marketing Lp Totals			Invoices	1	\$29,537.70
Vendor 5389 - Deux Frenchies LLC									
237544	Food for K-9 "Hondo" (Contreras)	Open		02/19/2024	03/06/2024	02/27/2024			82.57
237803	Food for K-9 "Jax" (Wagner)	Open		02/27/2024	03/12/2024	02/27/2024			73.15
			Vendor	5389 - Deux Frenchies LLC Totals			Invoices	2	\$155.72
Vendor 4781 - Document Imaging Services, LLC									
3063	Toner	Open		02/06/2024	03/07/2024	02/13/2024			834.00
3065	Toner	Open		02/06/2024	03/07/2024	02/13/2024			476.00
			Vendor	4781 - Document Imaging Services, LLC Totals			Invoices	2	\$1,310.00

Attachment: Warrant #5 (Warrant 2024 # 5)



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Report By Vendor - Invoice
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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1728 - Doland Engineering, LLC									
24-10488	Fire Stations 82 and 85 Renovations Pre-Construction Services	Open		01/31/2024	03/01/2024	02/28/2024			437.50
24-10493	Willow Walk Drainage Improvements Phase 2 Design Engineering	Open		01/31/2024	03/01/2024	02/28/2024			1,740.00
24-10495	2024 Water Main Replacement Contract 1 Design DPW-2421	Open		01/31/2024	03/01/2024	02/28/2024			13,330.00
Vendor 1728 - Doland Engineering, LLC Totals						Invoices	3		\$15,507.50
Vendor 5225 - DVBC Inc DBA Terrazon Group									
2001	2023 Fiber Optic Link Project DPW-2242	Open		01/29/2024	03/01/2024	02/29/2024			95,666.40
Vendor 5225 - DVBC Inc DBA Terrazon Group Totals						Invoices	1		\$95,666.40
Vendor 2114 - EJ USA, Inc									
110240008466	Fire Hydrant Repair Parts	Open		02/12/2024	03/13/2024	02/07/2024			5,266.64
Vendor 2114 - EJ USA, Inc Totals						Invoices	1		\$5,266.64
Vendor 5398 - EMS Management & Consultants, Inc.									
EMS-002686	Ambulance Billing Charges - January	Open		01/31/2024	03/14/2024	02/15/2024			8,266.94
Vendor 5398 - EMS Management & Consultants, Inc. Totals						Invoices	1		\$8,266.94
Vendor 5283 - Firebrand Global Marketing, Inc									
26870	Badge Stickers & Pens (Crime Prevention Unit)	Open		02/06/2024	03/06/2024	02/27/2024			950.92
26842	Power Banks for Rotating On-Call Program Recognition	Open		01/24/2024	02/28/2024	02/28/2024			1,650.00
Vendor 5283 - Firebrand Global Marketing, Inc Totals						Invoices	2		\$2,600.92
Vendor 2195 - FMP									
162-169024	Parts -Stock	Open		02/06/2024	03/07/2024	02/12/2024			46.90
50-5069027	Parts - Stock	Open		02/06/2024	03/07/2024	02/12/2024			242.00
50-5069983	Parts - Stock	Open		02/06/2024	03/07/2024	02/12/2024			162.96
162-169208	Parts -C-373	Open		02/08/2024	03/09/2024	02/12/2024			29.91
50-5086889	Parts - STOCK	Open		02/13/2024	03/14/2024	02/26/2024			560.00
162-169768	Parts - T-491	Open		02/14/2024	03/15/2024	02/26/2024			14.60
50-5092202	Parts - C-364	Open		02/15/2024	03/16/2024	02/26/2024			129.60
162-169996	Parts - C-364	Open		02/16/2024	03/17/2024	02/26/2024			84.36
Vendor 2195 - FMP Totals						Invoices	8		\$1,270.33
Vendor 5073 - FulLife Safety LLC									
69844	Overshoes, Gloves	Open		02/13/2024	03/14/2024	02/22/2024			840.00

Attachment: Warrant #5 (Warrant 2024 # 5)



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
			Vendor	5073 - FullLife Safety LLC Totals			Invoices	1	\$840.00
Vendor 3180 - Gasvoda & Associates Inc									
INV24PTS0104	Lift Station Filter Element	Open		02/16/2024	03/17/2024	02/22/2024			399.91
			Vendor	3180 - Gasvoda & Associates Inc Totals			Invoices	1	\$399.91
Vendor 1638 - H & H Electric Co.									
43111	Middleton Pond Aerator Conduit and Cable Installation	Open		01/11/2024	02/29/2024	02/28/2024			10,465.64
			Vendor	1638 - H & H Electric Co. Totals			Invoices	1	\$10,465.64
Vendor 1916 - Harvard Maintenance Inc									
1604228	Village Hall Janitorial Service-February 2024	Open		02/01/2024	03/02/2024	02/27/2024			3,528.59
1604302	Train Station Janitorial Service -February 2024	Open		02/01/2024	03/02/2024	02/27/2024			8,118.05
			Vendor	1916 - Harvard Maintenance Inc Totals			Invoices	2	\$11,646.64
Vendor 3116 - Bryan C Haupt									
PWTRBH022224	Tool Reimbursement	Open		02/22/2024	02/29/2024	02/28/2024			122.10
			Vendor	3116 - Bryan C Haupt Totals			Invoices	1	\$122.10
Vendor 5338 - Carl Phil Hemmeler									
2024-00000164	Reimbursement for Fuel - USPIS Cases	Open		02/21/2024	03/04/2024	02/27/2024			90.00
			Vendor	5338 - Carl Phil Hemmeler Totals			Invoices	1	\$90.00
Vendor 5046 - Hoosier Fire Equipment Inc									
118668	Parts - T-412	Open		02/07/2024	03/08/2024	02/12/2024			110.55
118701	Parts - T-389	Open		02/12/2024	03/13/2024	02/26/2024			559.00
			Vendor	5046 - Hoosier Fire Equipment Inc Totals			Invoices	2	\$669.55
Vendor 1347 - ILEAS									
2024-00000129	2024 Annual Conference (Mennel & Stearns)	Open		02/12/2024	03/12/2024	02/14/2024			350.00
			Vendor	1347 - ILEAS Totals			Invoices	1	\$350.00
Vendor 1604 - Illinois State Police									
20240101570	Fingerprinting for Liquor Licensing (1570-Jan)	Open		01/31/2024	03/17/2024	02/27/2024			28.25
20240103601	Fingerprinting for Employment (3601-Jan)	Open		01/31/2024	03/17/2024	02/27/2024			56.50
			Vendor	1604 - Illinois State Police Totals			Invoices	2	\$84.75
Vendor 3493 - Illinois Truck Enforcement Association LTD									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
8DCD5861-0003	Annual Membership Dues (02/15/24 - 02/15/25)	Open		02/15/2024	03/04/2024	02/27/2024			100.00
Vendor 3493 - Illinois Truck Enforcement Association LTD Totals									Invoices 1
									\$100.00
Vendor 4290 - Industrial Organizational Solutions Inc									
C59161A	2024 IOS, Inc. (Fire Dept. Entry-Level Applications & Testing)	Open		02/22/2024	02/23/2024	02/23/2024			1,651.00
Vendor 4290 - Industrial Organizational Solutions Inc Totals									Invoices 1
									\$1,651.00
Vendor 5395 - Integrated Design and Supply Inc									
18363	Police HQ Ice Melt System Sensor	Open		02/16/2024	03/17/2024	02/27/2024			984.15
Vendor 5395 - Integrated Design and Supply Inc Totals									Invoices 1
									\$984.15
Vendor 4750 - Interspiro Inc									
508246	Weight Pocket Rescue BC	Open		02/08/2024	03/07/2024	02/09/2024			270.00
Vendor 4750 - Interspiro Inc Totals									Invoices 1
									\$270.00
Vendor 4616 - Interstate All Battery Center									
1903701055253	Train Station Emergency Light Batteries	Open		02/08/2024	03/09/2024	02/07/2024			149.80
Vendor 4616 - Interstate All Battery Center Totals									Invoices 1
									\$149.80
Vendor 4951 - Interstate Batteries of North Chicago									
23046632	Parts - STOCK	Open		02/13/2024	03/14/2024	02/23/2024			1,075.51
839466	Parts - G-010	Open		02/14/2024	03/15/2024	02/23/2024			410.06
Vendor 4951 - Interstate Batteries of North Chicago Totals									Invoices 2
									\$1,485.57
Vendor 4165 - J.M.L. Overhead Door Inc									
3700	Vehicle Storage Garage Door 8 South Repair	Open		02/15/2024	03/16/2024	02/27/2024			3,077.10
Vendor 4165 - J.M.L. Overhead Door Inc Totals									Invoices 1
									\$3,077.10
Vendor 2695 - JG Uniforms Inc									
127097	Misc Uniform/Equipment Items/Vest Carriers (Kourtev)	Open		02/13/2024	03/13/2024	02/27/2024			11.50
127125	Misc Uniform/Equipment Items/Vest Carriers (Mesch)	Open		02/14/2024	03/14/2024	02/27/2024			205.00
127130	Misc Uniform/Equipment Items/Vest Carriers (Nord)	Open		02/14/2024	03/14/2024	02/27/2024			11.50
127332	Misc Uniform/Equipment Items/Vest Carriers (Brown)	Open		02/19/2024	03/19/2024	02/27/2024			220.00
127337	Misc Uniform/Equipment Items/Vest Carriers (Mattuck)	Open		02/19/2024	03/19/2024	02/27/2024			78.00



Warrant #5

8.1.a

Invoice Due Date Range 01/01/24 - 03/19/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
			Vendor	2695 - JG Uniforms Inc Totals		Invoices	5		\$526.00
Vendor 3301 - JnR Safety Inc									
1869	AED Replacement CPR-D Pads	Open		02/16/2024	03/16/2024	02/27/2024			636.00
			Vendor	3301 - JnR Safety Inc Totals		Invoices	1		\$636.00
Vendor 3869 - John Nelson Architect Inc									
JN 2/26/24	Plan Review/ Consultation Services 2/14-2/23	Open		02/26/2024	02/26/2024	02/22/2024			1,540.00
			Vendor	3869 - John Nelson Architect Inc Totals		Invoices	1		\$1,540.00
Vendor 2268 - Journal & Topics Newspapers									
191827	legal notice 158 W Aldridge Ave	Open		02/07/2024	03/06/2024	02/12/2024			52.50
191828	legal notice 885 W Dorchester	Open		02/07/2024	03/06/2024	02/12/2024			52.50
191829	legal notice 90 W Northwest Hwy	Open		02/07/2024	03/06/2024	02/12/2024			45.00
191830	legal notice 32-34 W Palatine Rd	Open		02/07/2024	03/06/2024	02/12/2024			65.00
191831	legal notice 204-216 W Palatine Rd	Open		02/07/2024	03/06/2024	02/12/2024			55.00
191832	legal notice 37 N Plum Grove Rd	Open		02/07/2024	03/06/2024	02/12/2024			60.00
			Vendor	2268 - Journal & Topics Newspapers Totals		Invoices	6		\$330.00
Vendor 3357 - KONE Inc									
1158670058	Fire Alarm Testing Standby-Parking Deck	Open		01/31/2024	03/02/2024	02/28/2024			1,422.53
871269558	Service Contract for Elevator Maintenance-2/1/24-4/30/24	Open		02/01/2024	03/02/2024	02/27/2024			6,092.58
			Vendor	3357 - KONE Inc Totals		Invoices	2		\$7,515.11
Vendor 5137 - Lakeshore Recycling Systems, LLC									
V936458	Waste Disposal	Open		02/15/2024	03/16/2024	02/22/2024			573.54
			Vendor	5137 - Lakeshore Recycling Systems, LLC Totals		Invoices	1		\$573.54
Vendor 4287 - Lauterbach & Amen, LLP									
87153	Annual Actuarial Valuations	Open		02/07/2024	03/08/2024	02/23/2024			900.00
			Vendor	4287 - Lauterbach & Amen, LLP Totals		Invoices	1		\$900.00
Vendor 3591 - Leads Online LLC									
409420	CellHawk Subscription (01/01/24 - 12/31/24)	Open		01/18/2024	03/04/2024	02/29/2024			5,995.00
			Vendor	3591 - Leads Online LLC Totals		Invoices	1		\$5,995.00

Attachment: Warrant #5 (Warrant 2024 # 5)



Invoice Due Date Range 01/01/24 - 03/19/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1671 - Lund Industries, Inc.									
104759	Parts - STOCK	Open		02/07/2024	03/08/2024	02/26/2024			121.09
104760	Parts - STOCK	Open		02/07/2024	03/08/2024	02/23/2024			1,001.74
Vendor 1671 - Lund Industries, Inc. Totals							Invoices	2	\$1,122.83
Vendor 4957 - MacQueen Equipment, LLC									
P26807	Parts - Stock	Open		02/06/2024	03/07/2024	02/12/2024			277.38
P26982	Parts - T-467	Open		02/15/2024	03/16/2024	02/26/2024			381.27
Vendor 4957 - MacQueen Equipment, LLC Totals							Invoices	2	\$658.65
Vendor 1178 - Mauro Sewer									
2127.6	Water System Interconnect- Booster Station & Water Main DPW-2126	Open		01/30/2024	02/29/2024	02/28/2024			93,155.65
Vendor 1178 - Mauro Sewer Totals							Invoices	1	\$93,155.65
Vendor 2756 - Mc Master Carr Supply Co.									
0209981	Deer Grove Lift Station - Fuses	Open		02/09/2024	03/10/2024	02/22/2024			77.06
Vendor 2756 - Mc Master Carr Supply Co. Totals							Invoices	1	\$77.06
Vendor 3231 - MFMA									
24-08	2024 Municipal Fleet Managers Association Membership Dues	Open		02/14/2024	03/15/2024	02/26/2024			50.00
Vendor 3231 - MFMA Totals							Invoices	1	\$50.00
Vendor 1118 - Mid American Water Of Wauconda Inc									
267471W	Tracer Wire Connector	Open		02/05/2024	03/06/2024	02/22/2024			32.00
Vendor 1118 - Mid American Water Of Wauconda Inc Totals							Invoices	1	\$32.00
Vendor 2421 - Mikes Towing/Auto & Truck Repair									
1072547	Safety Lane - T-410, T-469, T-395	Open		02/09/2024	03/10/2024	02/26/2024			140.00
Vendor 2421 - Mikes Towing/Auto & Truck Repair Totals							Invoices	1	\$140.00
Vendor 4934 - Mindsight									
12614	Cisco SmartNet & Sub Renewal	Open		02/07/2024	03/06/2024	02/09/2024			4,763.40
Vendor 4934 - Mindsight Totals							Invoices	1	\$4,763.40
Vendor 1856 - Monroe Truck Equipment									
34369	Parts - T-373	Open		01/22/2024	02/21/2024	02/26/2024			79.36
Vendor 1856 - Monroe Truck Equipment Totals							Invoices	1	\$79.36
Vendor 2312 - Myers Tire Supply Chicago									

Attachment: Warrant #5 (Warrant 2024 # 5)



Invoice Due Date Range 01/01/24 - 03/19/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
41201589	Parts - STOCK	Open		02/12/2024	03/13/2024	02/26/2024			382.33
Vendor 2312 - Myers Tire Supply Chicago Totals						Invoices	1		\$382.33
Vendor 5099 - NAPA Auto Parts									
424402	Parts - T-438	Open		02/05/2024	03/06/2024	02/09/2024			72.69
424405	Parts - PT-999	Open		02/05/2024	03/06/2024	02/09/2024			2.30
424559	Credit Memo	Open		02/06/2024	03/10/2024	02/26/2024			(179.71)
424657	Parts - Stock	Open		02/07/2024	03/10/2024	02/26/2024			101.98
424971	Credit Memo	Open		02/09/2024	03/10/2024	02/26/2024			(121.59)
425156	Parts - Stock	Open		02/12/2024	03/13/2024	02/26/2024			10.53
425285	Parts - T-485	Open		02/13/2024	03/10/2024	02/26/2024			58.11
425289	Parts - Stock	Open		02/13/2024	03/14/2024	02/26/2024			79.80
425385	Parts - T-485	Open		02/13/2024	03/10/2024	02/26/2024			174.08
425447	Parts - Stock	Open		02/14/2024	03/15/2024	02/26/2024			11.73
425448	Parts - Stock	Open		02/14/2024	03/15/2024	02/26/2024			35.19
425520	Parts - Stock	Open		02/14/2024	03/15/2024	02/26/2024			17.85
425522	Credit Memo	Open		02/14/2024	03/10/2024	02/26/2024			(17.91)
425566	Parts - Stock	Open		02/14/2024	03/15/2024	02/26/2024			49.56
425797	Parts - Stock	Open		02/16/2024	03/17/2024	02/26/2024			19.12
Vendor 5099 - NAPA Auto Parts Totals						Invoices	15		\$313.73
Vendor 1541 - NIPSTA									
2024-00000132	Advanced Tech FF (Madrigal/Morales)	Open		02/01/2024	03/01/2024	02/13/2024			1,900.00
Vendor 1541 - NIPSTA Totals						Invoices	1		\$1,900.00
Vendor 1753 - North East Multi-Regional Trng.									
346567	Lead Homicide Investigator Training	Open		02/15/2024	03/15/2024	02/27/2024			125.00
Vendor 1753 - North East Multi-Regional Trng. Totals						Invoices	1		\$125.00
Vendor 5201 - Northern Illinois Dive Training									
24-102	ERDI Ice Dive Ops- M Heiderman	Open		02/07/2024	03/06/2024	02/13/2024			250.00
Vendor 5201 - Northern Illinois Dive Training Totals						Invoices	1		\$250.00
Vendor 3002 - Northwest Community Hospital-OEHS									
33143	2024 Services Other - PD 1 new hire (GK) Physical Exam	Open		02/01/2024	02/15/2024	02/15/2024			505.00
Vendor 3002 - Northwest Community Hospital-OEHS Totals						Invoices	1		\$505.00
Vendor 1214 - On Time Embroidery Inc.									
119926	Clothing	Open		02/06/2024	03/05/2024	02/13/2024			27.00
119964	Clothing	Open		02/06/2024	03/05/2024	02/21/2024			138.00
119972	Clothing	Open		02/06/2024	03/05/2024	02/13/2024			183.00



Invoice Due Date Range 01/01/24 - 03/19/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1214 - On Time Embroidery Inc. Totals									
							Invoices	3	\$348.00
Vendor 5313 - OPG-3, Inc									
7543	Milestone Payment	Open		02/28/2024	02/28/2024	02/28/2024			12,300.00
7641	Final payment	Open		02/28/2024	02/28/2024	02/28/2024			3,075.00
Vendor 5313 - OPG-3, Inc Totals									
							Invoices	2	\$15,375.00
Vendor 5151 - Pace Analytical Services, LLC									
I9584576	Water Sample Testing	Open		02/16/2024	03/17/2024	02/22/2024			631.00
Vendor 5151 - Pace Analytical Services, LLC Totals									
							Invoices	1	\$631.00
Vendor 2572 - Paddock Publications, Inc									
279969	Legal Notice 4611728	Open		02/19/2024	03/18/2024	02/26/2024			126.90
Vendor 2572 - Paddock Publications, Inc Totals									
							Invoices	1	\$126.90
Vendor 2346 - Palatine Township Road District									
24.001	2024 Snow and Ice Control	Open		02/16/2024	03/16/2024	02/16/2024			18,931.75
Vendor 2346 - Palatine Township Road District Totals									
							Invoices	1	\$18,931.75
Vendor 4703 - Peralte-Clark Llc									
10	Smith and Colfax Drainage Improvements Feasibility Study	Open		02/06/2024	03/07/2024	02/28/2024			4,905.34
Vendor 4703 - Peralte-Clark Llc Totals									
							Invoices	1	\$4,905.34
Vendor 1276 - Pirtek O'Hare									
BO-T00017691	Repairs & Maintenance - E-211	Open		02/14/2024	03/15/2024	02/26/2024			900.00
Vendor 1276 - Pirtek O'Hare Totals									
							Invoices	1	\$900.00
Vendor 2167 - Pomp's Tire Service, Inc.									
280158018	Repairs & Maintenance - T-413	Open		02/13/2024	03/14/2024	02/26/2024			110.44
411087136	Parts - T-413	Open		02/13/2024	03/14/2024	02/26/2024			2,121.68
280158019	Parts - T-412	Open		02/14/2024	03/15/2024	02/26/2024			2,131.18
Vendor 2167 - Pomp's Tire Service, Inc. Totals									
							Invoices	3	\$4,363.30
Vendor 5279 - Primary Arms LLC									
INV-579013	Slings & Lights for Dept Rifles	Open		02/14/2024	03/14/2024	02/27/2024			1,157.39
Vendor 5279 - Primary Arms LLC Totals									
							Invoices	1	\$1,157.39
Vendor 2953 - Quadient, Inc									
17271767	Village Wide Postage Machine Supplies	Open		02/28/2024	03/15/2024	02/28/2024			446.00
Vendor 2953 - Quadient, Inc Totals									
							Invoices	1	\$446.00



Warrant #5

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Invoice Due Date Range 01/01/24 - 03/19/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1944 - Quill LLC									
37051410	office supplies- general	Open		02/05/2024	03/05/2024	02/22/2024			57.96
37076095	office supplies- general	Open		02/06/2024	03/06/2024	02/22/2024			38.58
Vendor 1944 - Quill LLC Totals						Invoices	2		\$96.54
Vendor 4300 - Ray O'Herron Co, Inc									
2322866	Department Ammunition - Training Bean Bag Rounds	Open		02/06/2024	03/06/2024	02/27/2024			895.05
Vendor 4300 - Ray O'Herron Co, Inc Totals						Invoices	1		\$895.05
Vendor 4019 - Rush Truck Centers									
3036103527	Parts - T-413	Open		02/14/2024	03/15/2024	02/23/2024			93.32
3036111159	Parts - T-425	Open		02/15/2024	03/16/2024	02/23/2024			257.44
Vendor 4019 - Rush Truck Centers Totals						Invoices	2		\$350.76
Vendor 5375 - Saplacor									
124911-4P5	AEGIS Neonate Medical Wrap	Open		01/25/2024	02/24/2024	02/28/2024			2,848.42
Vendor 5375 - Saplacor Totals						Invoices	1		\$2,848.42
Vendor 3260 - SB Friedman Development Advisors, LLC									
2-2023	Palatine-TIF Designation 10/23-12/23	Open		02/09/2024	03/08/2024	12/31/2023			6,181.77
Vendor 3260 - SB Friedman Development Advisors, LLC Totals						Invoices	1		\$6,181.77
Vendor 2673 - Schain Banks Kenny & Schwartz									
SCHAIN 2-8-24	Schain Legal Services	Open		02/08/2024	02/15/2024	02/21/2024			25,414.06
Vendor 2673 - Schain Banks Kenny & Schwartz Totals						Invoices	1		\$25,414.06
Vendor 3110 - William E Schumann									
PWCDLBS022624	Schumann-Background Check CDL	Open		02/26/2024	03/04/2024	02/26/2024			60.00
Vendor 3110 - William E Schumann Totals						Invoices	1		\$60.00
Vendor 5136 - Set Environmental, Inc									
FS-000037124	Diesel Spill Clean Up-80 W. Northwest Highway	Open		01/23/2024	02/29/2024	02/27/2024			8,378.86
Vendor 5136 - Set Environmental, Inc Totals						Invoices	1		\$8,378.86
Vendor 3989 - Sirchie Acquisition Company LLC									
0631211-IN	Evidence Scales (4) - Forensic Tech Unit	Open		02/13/2024	03/13/2024	02/27/2024			48.04
0631277-IN	Evidence Unit Supplies	Open		02/13/2024	03/13/2024	02/27/2024			768.11
Vendor 3989 - Sirchie Acquisition Company LLC Totals						Invoices	2		\$816.15
Vendor 1377 - Southern Computer Warehouse									



Invoice Due Date Range 01/01/24 - 03/19/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
INV00799689	Replacement Surface Tablets	Open		01/28/2024	02/27/2024	02/13/2024			704.00
INV00799688	Replacement Surface Tablets	Open		01/29/2024	02/28/2024	02/13/2024			9,243.85
INV00799947	Replacement Surface Tablets	Open		01/30/2024	02/29/2024	02/13/2024			459.50
Vendor 1377 - Southern Computer Warehouse			Totals			Invoices	3		\$10,407.35
Vendor 5388 - Standard Electric Supply Co									
S3184941.001	Deer Grove Lift Station Relay	Open		02/06/2024	03/07/2024	02/27/2024			524.15
Vendor 5388 - Standard Electric Supply Co			Totals			Invoices	1		\$524.15
Vendor 2313 - Standard Equipment Co									
P47975	Parts - STOCK	Open		02/07/2024	03/08/2024	02/23/2024			89.41
Vendor 2313 - Standard Equipment Co			Totals			Invoices	1		\$89.41
Vendor 1804 - Staples									
8073242733	Office Supplies	Open		02/10/2024	03/09/2024	02/13/2024			62.96
Vendor 1804 - Staples			Totals			Invoices	1		\$62.96
Vendor 2725 - Stryker Sales, LLC									
9205359366	Battery/Charger for Stair Chair	Open		01/05/2024	02/04/2024	02/28/2024			1,247.14
9205384393	Lucas Pucks	Open		01/10/2024	02/09/2024	02/28/2024			2,813.50
9205411984	Stair Chair	Open		01/16/2024	02/15/2024	02/28/2024			14,695.23
Vendor 2725 - Stryker Sales, LLC			Totals			Invoices	3		\$18,755.87
Vendor 1776 - Suburban Accents, Inc.									
34416	Parts - T-458 & T-464	Open		01/22/2024	02/21/2024	02/23/2024			42.00
Vendor 1776 - Suburban Accents, Inc.			Totals			Invoices	1		\$42.00
Vendor 4966 - T-Mobile									
983355792-0224	Birchwood Cameras	Open		02/03/2024	03/03/2024	02/13/2024			76.60
Vendor 4966 - T-Mobile			Totals			Invoices	1		\$76.60
Vendor 2111 - Terminal Supply Co									
13178-00	Parts - Stock	Open		02/06/2024	03/07/2024	02/12/2024			415.65
Vendor 2111 - Terminal Supply Co			Totals			Invoices	1		\$415.65
Vendor 3190 - Thomas Dodge Chrysler-Jeep									
F46256	(1) 2023 Dodge Durango Pursuit T-535	Open		02/05/2024	03/06/2024	02/13/2024			39,027.00
F46318	(1) 2024 Dodge Ram 2500 T-526	Open		02/05/2024	03/06/2024	02/28/2024			46,723.00
Vendor 3190 - Thomas Dodge Chrysler-Jeep			Totals			Invoices	2		\$85,750.00
Vendor 1199 - Thompson Elevator Inspection Service Inc									
24-0305	1 elevator plan review- 1 renaissance	Open		02/09/2024	03/08/2024	02/12/2024			75.00

Attachment: Warrant #5 (Warrant 2024 # 5)



Invoice Due Date Range 01/01/24 - 03/19/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
24-0308	1 demo inspection, 1 full permit inspection	Open		02/09/2024	03/09/2024	02/22/2024			150.00
24-0039	1 new construction permit inspection	Open		02/13/2024	03/13/2024	02/22/2024			75.00
24-0323	4 reinspection 2023, 61 inspections 2024. 1 reinspection 2024	Open		02/13/2024	03/13/2024	02/22/2024			2,508.00
Vendor 1199 - Thompson Elevator Inspection Service Inc Totals							Invoices	4	\$2,808.00
Vendor 3787 - Township High School District 211									
02142024	Motor Fuel	Open		02/14/2024	03/15/2024	02/23/2024			357.70
02152024	Motor Fuel	Open		02/15/2024	03/16/2024	02/23/2024			108.83
Vendor 3787 - Township High School District 211 Totals							Invoices	2	\$466.53
Vendor 3692 - Trane US Inc									
314322090	HVAC Repair - Police HQ	Open		02/09/2024	03/10/2024	02/27/2024			1,712.50
Vendor 3692 - Trane US Inc Totals							Invoices	1	\$1,712.50
Vendor 4058 - TransUnion Risk and Alternative Data Solutions Inc									
71751-202401-1	Online Investigative Search Engine (01/01/24 - 01/31/24)	Open		02/01/2024	03/04/2024	02/27/2024			187.60
Vendor 4058 - TransUnion Risk and Alternative Data Solutions Inc Totals							Invoices	1	\$187.60
Vendor 5399 - Tree Towns Imaging & Color Graphics									
20240214	Zoning Map Wallcovering	Open		02/14/2024	03/01/2024	02/21/2024			1,000.00
Vendor 5399 - Tree Towns Imaging & Color Graphics Totals							Invoices	1	\$1,000.00
Vendor 1243 - Union Pacific Railroad Company									
2022	Parking Agreement 2022	Open		02/27/2024	02/27/2024	02/27/2024			8,167.00
2023	Parking Agreement 2023	Open		02/27/2024	02/27/2024	02/27/2024			8,167.00
2024	Parking Agreement 2024	Open		02/27/2024	02/27/2024	02/27/2024			8,167.00
Vendor 1243 - Union Pacific Railroad Company Totals							Invoices	3	\$24,501.00
Vendor 2501 - United Parcel Service									
0000X6A670054	Shipping	Open		02/03/2024	03/02/2024	02/13/2024			47.18
Vendor 2501 - United Parcel Service Totals							Invoices	1	\$47.18
Vendor 3601 - United States Alliance Fire Protection, Inc									
1046-F122615	Dry Sprinkler System Repair- 1215 N. Quentin Road	Open		02/15/2024	03/16/2024	02/27/2024			3,340.82
Vendor 3601 - United States Alliance Fire Protection, Inc Totals							Invoices	1	\$3,340.82
Vendor 5181 - US Standard Sign Co									
37734	Aluminum Sign Blanks	Open		01/04/2024	03/01/2024	02/28/2024			4,998.45
37736	Aluminum Sign Blanks	Open		01/04/2024	03/01/2024	02/28/2024			4,926.20



Invoice Due Date Range 01/01/24 - 03/19/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 5181 - US Standard Sign Co Totals				Invoices			2		\$9,924.65
Vendor 3020 - Village of Palatine Petty Cash									
2024-00000170	M. Cohen - February Peer Jury Hearing Expenses (Pizza Bella)	Open		02/21/2024	03/04/2024	02/28/2024			45.00
2024-00000169	C. Felde - Lunch for TK Enf Roadblock Participants (Kosta's)	Open		02/07/2024	03/04/2024	02/28/2024			56.39
Vendor 3020 - Village of Palatine Petty Cash Totals				Invoices			2		\$101.39
Vendor 2716 - W.S. Darley & Fireground Supply									
17521463	Boots	Open		02/13/2024	03/12/2024	02/21/2024			421.78
17521760	FireDex Boots	Open		02/16/2024	03/15/2024	02/21/2024			2,500.76
Vendor 2716 - W.S. Darley & Fireground Supply Totals				Invoices			2		\$2,922.54
Vendor 3209 - Warehouse Direct									
5639797-0	Kitchen Roll Towels and Bleach	Open		12/29/2023	02/29/2024	02/28/2024			511.76
Vendor 3209 - Warehouse Direct Totals				Invoices			1		\$511.76
Vendor 2258 - Wickstrom Auto Group									
CM174718	Credit Memo	Open		01/03/2024	03/14/2024	02/23/2024			(120.00)
CM174877	Credit Memo	Open		01/03/2024	03/14/2024	02/23/2024			(120.00)
175445	Parts - T-527	Open		02/13/2024	03/14/2024	02/23/2024			22.98
175770	Lubricants & Additives - STOCK	Open		02/13/2024	03/14/2024	02/23/2024			322.56
Vendor 2258 - Wickstrom Auto Group Totals				Invoices			4		\$105.54
Vendor 4213 - WRS Group, Ltd.									
IN46485	Color Changing Mood Stadium Cups (Crime Prevention Unit)	Open		02/09/2024	03/10/2024	02/27/2024			710.00
Vendor 4213 - WRS Group, Ltd. Totals				Invoices			1		\$710.00
Vendor 1901 - Wurth Usa Inc									
98011822	Parts - STOCK	Open		02/08/2024	03/09/2024	02/23/2024			170.45
98017079	Parts - STOCK	Open		02/14/2024	03/15/2024	02/23/2024			51.31
Vendor 1901 - Wurth Usa Inc Totals				Invoices			2		\$221.76
Vendor 2131 - Zarnoth Brush Works									
0196875-IN	Parts - STOCK	Open		02/01/2024	03/02/2024	02/23/2024			1,808.00
0196956-IN	Parts - E-224	Open		02/08/2024	03/09/2024	02/23/2024			459.00
Vendor 2131 - Zarnoth Brush Works Totals				Invoices			2		\$2,267.00
Vendor 3185 - Ziebell Water Service Products Inc									

Attachment: Warrant #5 (Warrant 2024 # 5)



Invoice Due Date Range 01/01/24 - 03/19/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
264830-000	Repair Sleeves & Flat Bonnet Gaskets	Open		02/13/2024	03/14/2024	02/22/2024			846.48
Vendor 3185 - Ziebell Water Service Products Inc Totals						Invoices	1		\$846.48
Vendor 1919 - Zoll Medical Corporation									
3906620	Peds Pads	Open		02/02/2024	03/01/2024	02/13/2024			681.42
Vendor 1919 - Zoll Medical Corporation Totals						Invoices	1		\$681.42
Vendor Cedar Roofing Company									
2024-00000160	withdrawn permit /15571-2024 /1521 Pendelton Ct	Open		02/22/2024	02/22/2024	02/22/2024			99.00
Vendor Cedar Roofing Company Totals						Invoices	1		\$99.00
Vendor Oleksandr Dmytruv									
2024-00000135	sign refund/ 58 W Illinois / SU 87-2023	Open		02/21/2024	02/21/2024	02/21/2024			250.00
Vendor Oleksandr Dmytruv Totals						Invoices	1		\$250.00
Vendor Natalia Dushina									
2024-00000159	AMBULANCE FEE REFUND	Open		02/22/2024	02/22/2024	02/22/2024			928.20
Vendor Natalia Dushina Totals						Invoices	1		\$928.20
Vendor Michael Hoss									
2024-00000134	sign refund/ 1740 N Rand Rd/ SI85-2023	Open		02/21/2024	02/21/2024	02/21/2024			125.00
Vendor Michael Hoss Totals						Invoices	1		\$125.00
Vendor Brian Kim									
2024-00000136	sign refund/ 23 E Northwest hwy / SU86-2023	Open		02/21/2024	02/21/2024	02/21/2024			250.00
Vendor Brian Kim Totals						Invoices	1		\$250.00
Grand Totals						Invoices	244		\$893,968.36

Attachment: Warrant #5 (Warrant 2024 # 5)



Payment Date Range 02/29/24 - 02/29/24
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4957 - MacQueen Equipment, LLC E00181	Pierce Enforcer Pumper	Paid by Check #264325		02/28/2024	02/28/2024	02/28/2024		02/29/2024	745,000.00
Vendor 4957 - MacQueen Equipment, LLC Totals						Invoices	1		\$745,000.00
Grand Totals						Invoices	1		\$745,000.00

Attachment: Warrant #5 (Warrant 2024 # 5)

Village of Palatine

Payment Batch Register

Bank Account: AP - Accounts Payable ZBA

Batch Date: 02/16/2024

8.1.a

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: AP - Accounts Payable ZBA						
Check	02/16/2024	264324	Utility Management Refund	LUND , PETER		6.98
		Account Type	Account Number	Transaction Date	Transaction Type	
AP Accounts Payable ZBA Totals:				Transactions: 1		\$6.98
Checks:		1		\$6.98		

Village of Palatine

Payment Batch Register

Bank Account: AP - Accounts Payable ZBA

Batch Date: 02/29/2024

8.1.a

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: AP - Accounts Payable ZBA						
Check	02/29/2024	264326	Utility Management Refund	CAMPOS , LEON		9.05
		Account Type	Account Number	Transaction Date	Transaction Type	
AP Accounts Payable ZBA Totals:				Transactions: 1		\$9.05
Checks:		1		\$9.05		

Consider an Ordinance Granting a Special Use to Permit a Dog Grooming Business as a Unique Use at 1740 N. Rand Road

BACKGROUND:

The Petitioner is proposing to open a small-dog grooming business in the existing building at the subject property. Therefore, the Petitioner is requesting approval of the following:

Special use, as a Unique Use to permit a dog grooming business

KEY ISSUES:

- Per the submitted application, the primary focus of the business would be styling, bathing, and show-style hand stripping of small breed dogs. The proposed hours of operation are Monday - Saturday from 6:30 AM - 7 PM. The business plan indicates three initial employees.
- The business plan indicates a "Short Term Daycare" option for dogs dropped off, prior to their scheduled grooming appointment. A typical full-service appointment can take approximately 2 - 4 hours. Dogs would not be boarded overnight, and all activities would occur indoors.
- All business operations would be conducted within the facility, there would be no outdoor component of the business operations.
- Dog grooming appointments would be made through a scheduling app online. The drop-off times occur in two set blocks, 6:30 AM - 8:30 AM and 10 AM - 12 PM. This will help to manage the client traffic flow and the existing parking spaces. Walk-ins could be welcome, if a groomer were available, but the majority of the clientele will schedule their appointment in advance.
- A site plan was submitted by the Petitioner illustrating five total parking spaces. Three parking spaces in the front of the building, primarily for clients, and two parallel parking spaces along the south side of the building, for employees. All proposed parking spaces will be reviewed as part of the building permit process.

ALTERNATIVES:

1. Approve the Special Use to permit a dog grooming business as a unique use.
2. Do not approve the Special Use to permit a dog grooming business as a unique use.

RECOMMENDATION:

Public Hearing:	PZC meeting on February 13, 2024.
Residents testifying:	None.
Vote:	The PZC voted unanimously to approve the Special Use to permit a dog grooming business as a unique use and Staff concurs.

ACTION REQUIRED:

A motion to approve the ordinance granting a Special Use to permit a dog grooming business as a unique use.

Consider an Ordinance Granting a Special Use to Permit a Martial Arts School at 58 W. Illinois Avenue

BACKGROUND:

The Petitioner is proposing to open a new martial arts and fitness school, within the subject tenant space. With the proposed use, the total required parking exceeds the parking spaces currently provided on-site. Therefore, the Petitioner is requesting approval of the following:

1. **Special use to permit a Martial Arts School; and**
2. **Variation to permit 40 parking spaces, instead of the minimum required 44 parking spaces.**

KEY ISSUES:

- The Petitioner is proposing to lease an approximately 2,250 square foot vacant tenant space to open a martial arts and fitness school. Classes would include tae kwon do and kickboxing for both kids and adults.
- The submitted business plan indicates that individual training will be offered by appointment only. The regular hours of operation, for scheduled classes up to 12 people per class, are as follows: Monday - Friday: 5 PM - 9 PM and Saturday: 10 AM - 3 PM.
- Staff notes that the other shopping center businesses have varying hours of operation. For example, Billy's Hot Dogs operates from 10:30 AM to 6 PM during the week, Elite Health and Wellness has office hours during the week from approximately 8 AM to 1 PM (Tuesday's until 7 PM), and the Hair Salon operates during the day 9 AM to 5 PM. As part of the review of this petition, Staff completed several parking assessment counts at varying dates/times and never observed more than 16 spaces of the existing 40 spaces occupied.

ALTERNATIVES:

1. Approve the Special Use to permit a Martial Arts School and a Variation to permit 40 parking spaces, instead of the minimum required 44 parking spaces.
2. Do not approve the Special Use to permit a Martial Arts School and a Variation to permit 40 parking spaces, instead of the minimum required 44 parking spaces.

RECOMMENDATION:

Public Hearing: PZC meeting on February 13, 2024.

Residents testifying: None.

Vote: The PZC voted unanimously to approve the Special Use to permit a Martial Arts School and parking Variation and Staff concurs.

ACTION REQUIRED:

A motion to approve the ordinance granting a Special Use to permit a Martial Arts School; and a Variation to permit 40 parking spaces, instead of the minimum required 44 parking spaces.

Consider a Resolution Granting a Time Extension for Ordinance #O-20-23 for the Previously Approved Automobile Service Station and Mart at 850 E. Northwest Highway

BACKGROUND:

The Village Council previously approved Ordinance #O-20-23, which granted Special Use and Variation (setback and aisle width) approvals for the proposed automobile service station and mart at 850 E. Northwest Highway. The Village's Zoning Code requires that a Special Use approval is valid for one year, provided a building permit is obtained. While the Petitioner has applied for a building permit, it will not be issued prior to the applicable one-year deadline date of March 13, 2024. Therefore, the Petitioner is requesting approval of the following:

The granting of a time extension of the previously approved Special Use to May 1, 2024, to allow the Petitioner to obtain a building permit for the proposed automobile service station and mart at 850 E. Northwest Highway.

KEY ISSUES:

- The Petitioner applied for the building permit on August 25, 2023, but has yet to obtain their permit. As outlined in the extension request letter, the Petitioner is in the process of completing the outstanding engineering responses for the building permit.
- The proposed extension will require the building permit for the automobile service station and mart to be obtained on or before May 1, 2024. All other conditions of the previously approved Special Use and Variation will remain in effect.

ALTERNATIVES:

1. Approve the resolution granting the requested time extension.
2. Do not approve the resolution granting the requested time extension.

RECOMMENDATION:

Staff recommends approval of the resolution granting a time extension to May 1, 2024.

ACTION REQUIRED:

Motion to approve the resolution granting a time extension to Ordinance #O-16-22 for the proposed automobile service station and mart at 850 E. Northwest Highway.

Consider a Motion to Approve a Contract for the 2024 Supplemental Street Resurfacing Project

BACKGROUND:

The 2023 Water Main Replacement Contract 1 Phase 2 received a low bid approximately \$500,000 under budget. Based on the needs in the pavement system as a whole, it is recommended that a portion of these project savings be directed towards resurfacing additional lane miles of Village roadway.

Staff reviewed segments where we recently replaced water main, are tentatively scheduled for resurfacing in 2025 or 2026, and selected segments with a preference towards advancing the system condition pursuant the Village Council's direction in the Ten-Year Road program adopted for 2020. The supplemental streets selected would improve streets most in need of improvement, reducing our street backlog and improving our system average.

The proposed stand-alone contract would honor the unit prices as offered in the contractor's recent bid, be managed in the same way, and have no perceived disconnect to the motoring public.

KEY ISSUES:

- Awarding the proposed supplemental contract results in an additional five sections of roadway to be improved from the original 2024 plan. This results in streets contemplated for resurfacing in 2026 to be considered for improvement earlier in next year's program.
- Extending our maintenance onto these streets is considered preferable to Village Staff as it addresses a need and is in a dollar amount less than the balance of water funds available due to our competitive results.
- Approximately \$500,000 is available in Water Fund savings from the 2023 Water Main Replacement Contract 1 Phase 2 that was awarded at the February 12, 2024 Village Council meeting.
- Approximately \$196,670 of the available resources from the Water Fund are recommended in the supplemental contract. This retains a savings balance of over \$300,000.

ALTERNATIVES:

1. Approve the separate, no-bid contract with Builders Paving.
2. Refer back to Staff with comments.

RECOMMENDATION:

Staff recommends approval of a contract for the Supplemental Street Resurfacing with Builders Paving, LLC of Hillside, Illinois in the estimated amount of \$196,670.04.

BUDGET IMPACT:

Funds are available in the 2024 Capital Improvement Program to accomplish this work.

ACTION REQUIRED:

Motion to approve the separate, no-bid contract for the Supplemental Street Resurfacing with Builders Paving, LLC of Hillside, Illinois in the amount of \$196,670.04.

Consider a Motion Authorizing the Village Manager to Request Proposals for Electrical Power and to Enter into Agreements

BACKGROUND:

In 2007, the deregulation of the electrical industry in Illinois was completed with the separation of power suppliers from power distributors. In northern Illinois, this essentially meant that Commonwealth Edison (ComEd) would no longer be the sole provider of power to homes and businesses. The Village opted to join the Northern Illinois Municipal Electric Cooperative (NIMEC) in 2007 and then in 2009 opted to separately bid out our energy on our own. The Village's load profiles were found advantageous to power suppliers when not merged with less desirable profiles or municipalities which are lower total power consumers.

The Village obtained favorable rates and entered into a two-year agreement for 2009-2011 and biannual contracts again in 2013, 2015, 2017, 2019, 2021, and 2023. Our current energy only rates are 5.40 cents per kilowatt hour for facilities and 4.41 cents per kilowatt hour for street lighting, which is well below the default rate, if not competitively bid.

This year, Staff is again recommending we seek bids to extend electric power service beyond our current contract set to expire in the first half of 2025. If we do nothing, our street light energy costs will automatically default to the ComEd hourly rate which would average higher than our current rates and those anticipated through an independent bid process.

KEY ISSUES:

- Bids would be taken from a third-party supplier in March of 2024.
- The proposed agreements will run from May 2025 to May 2027.
- Soliciting and obtaining bids does not commit the Village to either accept the rate or to pay any penalties.
- The Village will still have the option of going with the ICC/ComEd rate if bid results are unfavorable.
- Similar to the bond market, electric rates will vary from day-to-day, if not from hour-to-hour. Once a rate is received, the Village will have to execute a contract within a 3-to-4-hour time period. Accordingly, the Village Manager would need the authority to execute a contract with a third-party supplier if the rate received is deemed to be in the best interest of the Village.
- It is proposed to bid certain facilities as one bid package and streetlights in another bid package to tailor preferred load profiles.

ALTERNATIVES:

1. Authorize the Village Manager to execute contracts with a third-party power supplier if it is in the best interest of the Village to do so.
2. Refer back to Staff with comments.

RECOMMENDATION:

The potential to reduce energy costs may exist in directly soliciting bids. Accordingly, giving the Village Manager the ability to accept third party bids and execute contracts

would appear to be in the best interest of the Village.

ACTION REQUIRED:

Motion authorizing the Village Manager to directly solicit bids for electrical energy, as well as executing contracts with third party power suppliers if, in his opinion, it is in the best interest of the Village to do so.

Consider an Ordinance Amending Chapter 20 - Telecommunications of the Village of Palatine's Code of Ordinances

BACKGROUND:

With modernizations to our right-of-way permitting application and review process, a review was made to Chapter 20. Additional cleanup was completed to address cross references to other Chapters and recent changes to Illinois law.

KEY ISSUES:

- The Small Wireless Facilities Deployment Act (50 ILCS 840/1 et seq) is now amended.
- Permit application and review will be exclusively through the Village's electronic software system.
- Cross references for relief to allow above-ground appurtenances defer to the Village's existing process in Chapter 16.

ALTERNATIVES:

- . Approve ordinance amending Chapter 20.
- . Do not approve ordinance amending Chapter 20.

RECOMMENDATION:

Staff recommends approval of the text amendments.

ACTION REQUIRED:

Motion to approve the Ordinance amending Chapter 20 of the Village's Code of Ordinances.

Authorize the Village Manager to Execute a Three Year Agreement with TKB Associates, Inc. for Laserfiche Licensing and Installation Support

BACKGROUND:

In Q4 of 2023, the Village undertook a comprehensive review of our Electronic Document Management (EDM) processes, capabilities, and software to determine how to enhance our current processes for storage, indexing, retrieval, and management of our digital assets and drive efficiencies within the organization. The software primarily used for Electronic Document Management is Laserfiche, which allows for both storage, indexing, and cross referencing of any type of document. Staff has been pleased with Laserfiche since the Village started using it in 2006.

As part of the EDM Study, an upgrade of our Laserfiche software and the addition of new modules, such as workflow and record management, were recommended. Furthermore, our current licensing model for Laserfiche will be End-of-Life in 2025, requiring significant changes to our licensing model if we do not undertake this upgrade.

Staff is recommending entering into a 3-year agreement with TKB Associates Inc. (our Laserfiche Channel partner), for a Laserfiche Site License for all users at the following cost:

Year 1 - \$50,000

Year 2 - \$51,500

Year 3 - \$53,045

Additional funds for training, an upgraded system environment, installation services, and consulting increases the 1st year investment to \$72,700.

KEY ISSUES:

- This would provide multi-year site licenses for all users in the Village. Site license model allows all employees to utilize the features of the software.
- This would also change the Village's license model to subscription license hosted on premise. The subscription license is a yearly cost for software which most software vendors are moving instead of a perpetual license and yearly maintenance.
- This would meet the new capabilities that were recommended in the Village's Electronic Document Management (EDM) plan along with converting to the new license model.

ALTERNATIVES:

1. Authorize the Village manager to enter 3-year agreement with TKB Associates Inc. for Laserfiche licensing and installation support.
2. Refer back to staff.

RECOMMENDATION:

Staff recommends the authorization to enter into a 3-year agreement with TKB Associates Inc. for Laserfiche Licensing and Installation.

ACTION REQUIRED:

A motion to authorize the Village Manager to enter into a 3-year agreement with TKB Associates Inc. for the licensing and installation of Laserfiche in the amount not to exceed \$72,700 for the first year.

Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of an Animal Hospital at 444 E. Northwest Highway

BACKGROUND:

The Special Use for an animal hospital was originally approved in 2013. Carlson Family Pet Care, LLC (Loving Care Animal Clinic), is requesting to transfer the existing animal hospital to Veterinary Practice Partners, LLC and Joanne Carlson, and is therefore requesting approval of the following:

Transfer of Special Use #O-65-13 to permit the continued operation of an animal hospital at 444 E. Northwest Highway

KEY ISSUES:

- The Subject Property, zoned B-2 General Business, is a single user lot with an existing animal hospital use. The Special Use for the animal hospital was initially approved in 2013.
- Other than the ownership change, the Petitioner is not proposing any other significant changes. The Petitioner has indicated that the hours of operation will be Monday, Tuesday, Friday from 9 AM to 6 PM and Wednesday and Thursday from 9 AM to 7 PM. These hours are consistent with what was approved in the initial Special Use (#O-65-13).
- Any changes to the floor plan or business operations would require additional Village review.

ALTERNATIVES:

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

RECOMMENDATION:

Staff recommends approval of the Special Use Transfer at 444 E. Northwest Highway.

ACTION REQUIRED:

A motion to approve the Special Use Transfer of Ordinance #O-65-13 to Veterinary Practice Partners, LLC and Joanne Carlson, to permit the continued operation of an animal hospital at 444 E. Northwest Highway.

ATTACHMENTS:

- Aerial Map
- ORD SU Transfer 444 E. Northwest Hwy
- O-065-13 - 444-448 E. Northwest Hwy
- Special Use Transfer Application



0 100 200
ft

Print Date: 1/26/2024

Notes

Cook County Aerial 2022

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 (444 E. Northwest Hwy - SUT Animal Hospital (CA))

ORDINANCE NO. _____

**AN ORDINANCE TRANSFERRING SPECIAL USE ORDINANCE #O-65-13
444 E. NORTHWEST HIGHWAY**

WHEREAS, Ordinance #O-65-13 granted a Special Use for the operation of an Animal Hospital, on the property commonly known as 444 E. Northwest Highway; and

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

WHEREAS, since the Village Council did meet on March 4, 2024, to review a request by Veterinary Practice Partners, LLC and Joanne Carlson that the Special Use be transferred to permit the continued operation of an Animal Hospital, with no substantial change, and it was the recommendation of the Village Council that the transfer of the Special Use Transfer to Veterinary Practice Partners, LLC and Joanne Carlson, be approved without amendment.

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

SECTION 1: That the Special Use granted by Ordinance #O-65-13 is hereby transferred to Veterinary Practice Partners and Joanne Carlson.

SECTION 2: All conditions of Special Use Ordinance #O-65-13 shall remain in full force and effect.

DATED: This _____ day of _____, 2024

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

APPROVED by me this _____ day of _____, 2024

Mayor of the Village of Palatine

ATTEST and FILE in the office of the Village Clerk

this _____ day of _____, 2024.

Village Clerk

Attachment: ORD SU Transfer 444 E. Northwest Hwy (444 E. Northwest Hwy - SUT Animal Hospital (CA))

ORDINANCE NO. 0-65-13

AN ORDINANCE GRANTING A SPECIAL USE
444-448 E. NORTHWEST HIGHWAY (CASE NO. 13-036)

Attachment: O-065-13 - 444-448 E. Northwest Hwy (444 E. Northwest Hwy - SUT Animal Hospital (CA))

Published in pamphlet form by authority of the
Mayor and Village Council of the Village of Palatine
on June 10, 2013

ORDINANCE NO. 0-65-13

**AN ORDINANCE GRANTING A SPECIAL USE
444-448 E. NORTHWEST HIGHWAY (CASE NO. 13-036)**

WHEREAS, pursuant to a petition and public hearing on May 28, 2013 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 animal hospital pursuant to 11.03 (d) (1) of the Palatine Zoning Ordinance, on the following legally described property:

Lots 9 and 10 in Block 17 in Merrill's Home Addition to Palatine in the East ½ of Section 23, Township 42 North, Range 10 East of the Third Principal Meridian and the East ½ of that part of the vacated Linden Avenue lying South of the South line of Kenilworth Rod and Northerly of the Northerly line of Northwest Highway in Merrill's Home Addition to Palatine in the East ½ of Section 23, Township 42 North, Range 10 East of the Third Principal Meridian as indicated on the Plat of Vacation as recorded with the Cook County Recorder of Deeds as Document Number 88595651, in Cook County, Illinois.

commonly known as 444-448 E. Northwest Highway (PIN 02-23-213-014)

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: A Special Use to permit an animal hospital pursuant to 11.03 (d) (1) of the Palatine Zoning Ordinance, is hereby granted, subject to the following condition:

Attachment: O-065-13 - 444-448 E. Northwest Hwy (444 E. Northwest Hwy - SUT Animal Hospital (CA))

1. The Special Use shall substantially conform to the site plan attached hereto as Exhibit 'A,' the business plan attached hereto as Exhibit 'B,' and the floorplan attached hereto as Exhibit 'C,' except as such plans may be changed to conform to Village Codes and Ordinances.

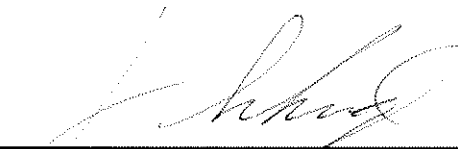
SECTION 2: That the petition for a special use, a copy of the public notice and the report of the hearing be attached hereto and form a part of this ordinance.

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 10th day of June, 2013

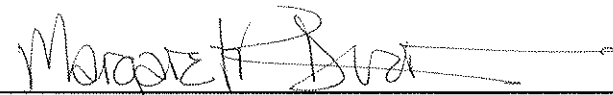
AYES: 6 NAYS: 0 ABSENT: 0 PASS: 0

APPROVED by me this 10th day of June, 2013

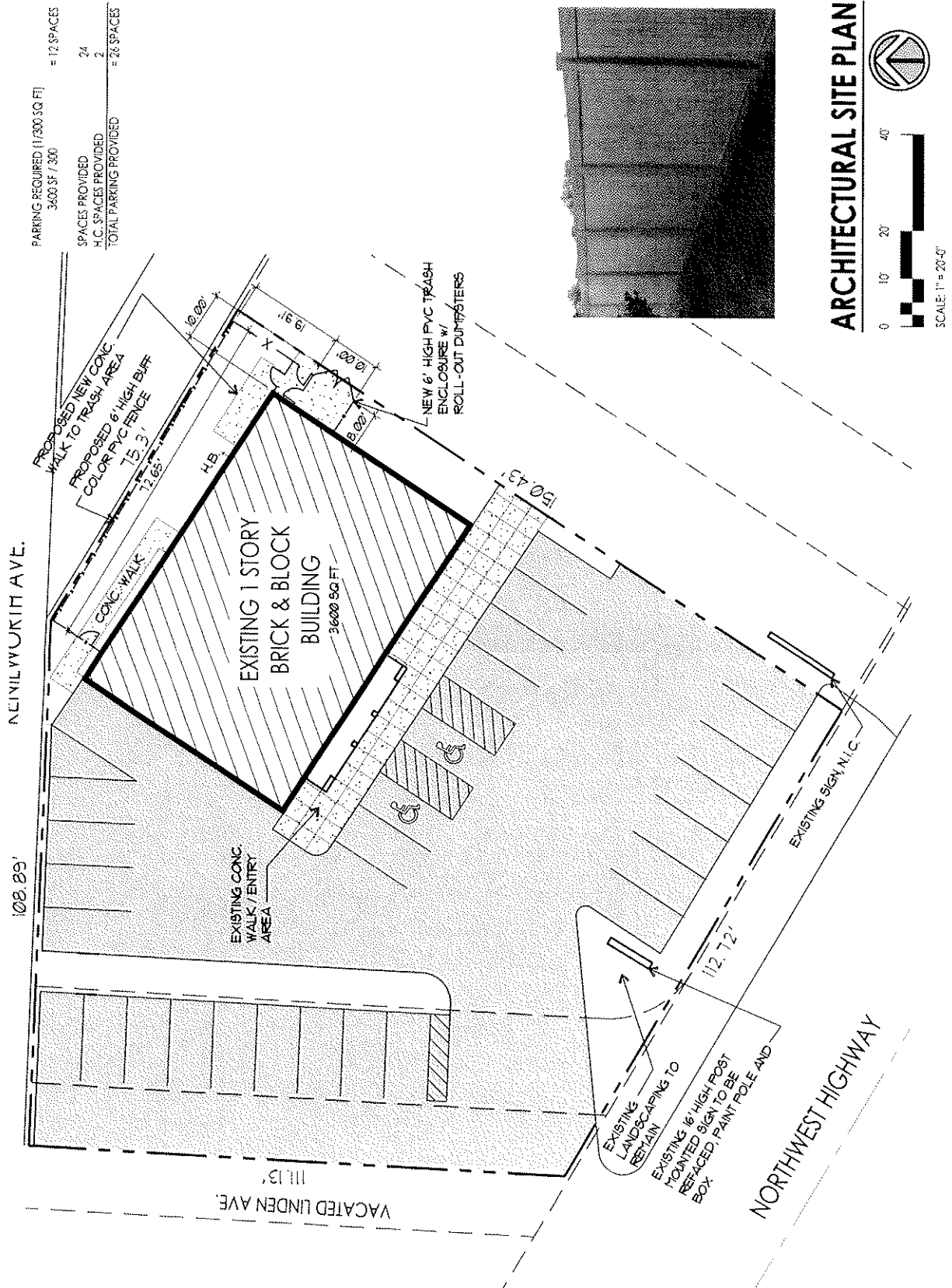


 Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk this
10th day of June, 2013



 Village Clerk



To: Village of Palatine

Re: Business Plan for Loving Care Animal Clinic for Special Use approval

Location: 444 – 448 East Northwest Highway, Palatine, IL

Loving Care Animal Clinic provides typical animal hospital services related the health care of small pets.

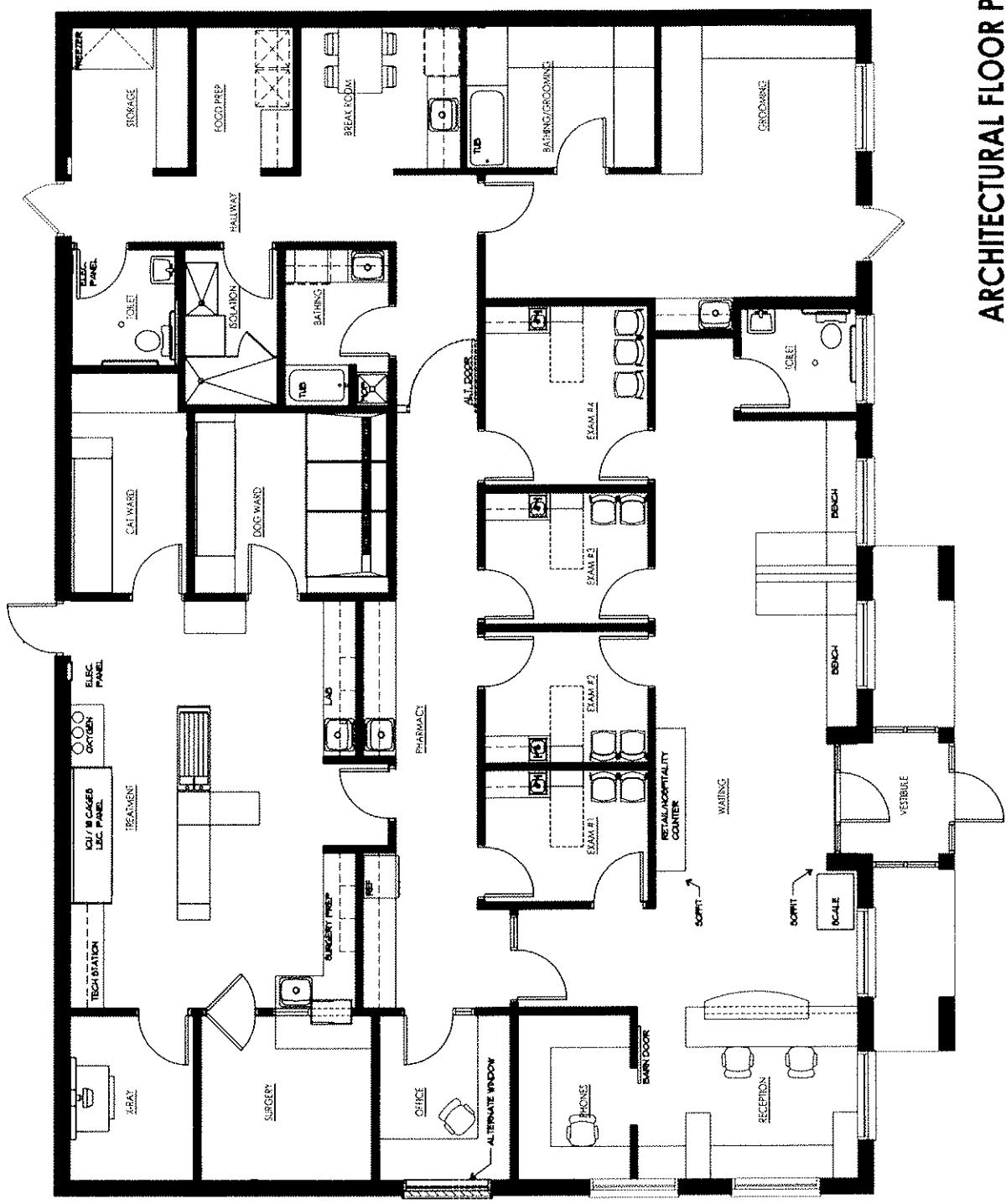
Typical services include checkups, vaccinations, examinations, diagnostic testing (digital x-rays, lab work, ultrasound) dentistry and general surgery. Additional services include prescription drugs, prescription diet food and grooming.

Loving Care will have 10 – 14 employees with no more than 6 employees working at one time.

Business hours will be Monday, Tuesday & Friday: 9am to 6pm; Wednesday & Thursday: 9am to 7pm and Saturday: 8am to 1pm.

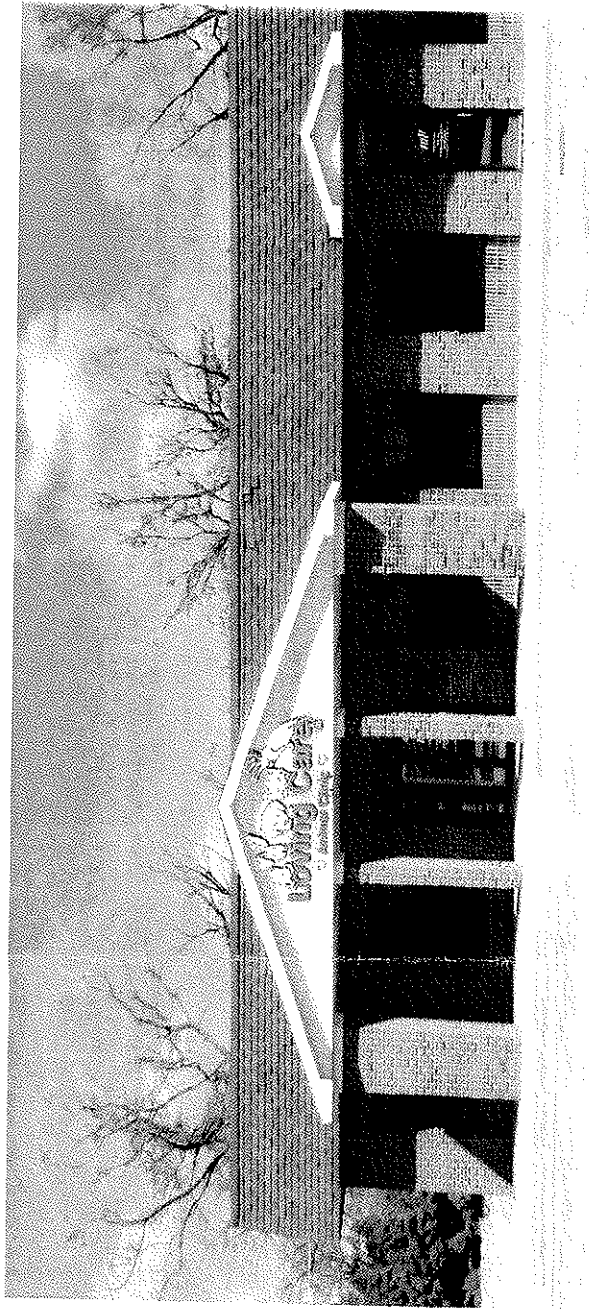
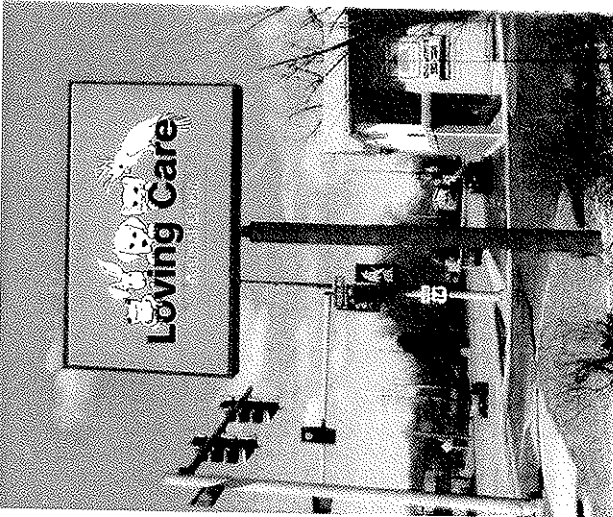
We are proposing an outdoor secured, fenced area behind the building for walking dogs on a leash. Animals will not be left unattended and solid waste will be picked up immediately & disposed of in our trash containers properly to avoid an odor problem.

Medical waste will be properly stored inside the building and then picked up by licensed disposal company (Stericycle or Equal) as required.



ARCHITECTURAL FLOOR PLAN

SCALE: 3/16=1" 3642 S.F.



PETITIONER'S EXHIBIT
8



DEPARTMENT OF PLANNING & ZONING

200 E. Wood Street · Palatine, IL · 60067-5339
 Telephone: (847) 359-9047 · Fax (847) 963-6247
 www.palatine.il.us · Action Line (847) 705-5200

DATE: May 28, 2013
 TO: Mayor and Village Council
 FROM: Jan Wood, Chair, Zoning Board of Appeals
 RE: Findings of Fact
 ZONING CASE: 13-36
 PETITIONER: Joanne Carlson, DVM
 LOCATION: 444-448 E. Northwest Highway
 PROPOSAL: Special Use to permit an animal hospital pursuant to Section 11.03 (d) (1) of the Palatine Zoning Ordinance.

PUBLIC HEARING:

After due notice as required by law, the Zoning Board of Appeals conducted a hearing relative to the above mentioned petition on May 28, 2013.

The petitioner, Joanne Carlson, DVM, and project manager Robert W. Edwards, was present and provided testimony as to the reasons for the request and why they believed that the petition met the necessary standards. No objectors were present.

Christina Johnson, Planning and Zoning Department, was present and testified it was Staff's recommendation to approve the proposal.

FINDINGS:

The Standards have been met.

RECOMMENDATION:

Therefore, by a vote of 6 Ayes to 0 Nays, the Zoning Board of Appeals voted to recommend approval of the Special Use to permit the above proposal subject to the following condition:

1. The Special Use shall substantially conform to the site plan attached hereto as Exhibit "A", the business plan attached hereto as Exhibit "B" and the floorplan attached hereto as Exhibit "C", except as such plans may be changed to conform to Village Codes and Ordinances.

Attachment: O-065-13 - 444-448 E. Northwest Hwy (444 E. Northwest Hwy - SUT Animal Hospital (CA))

ZONING BOARD OF APPEALS
May 28, 2013
PAGE 7

IV. 13-36 444-448 E. Northwest Highway

Special Use to permit an animal hospital pursuant to Section 11.03 (d) (1) of the Palatine Zoning Ordinance.

Notice was published on May 13, 2013, and mailed to nearby property owners.

PETITIONER'S EXHIBITS:

- 1 Petition for Special Use
- 2 Real Estate Disclosure form
- 3 Proof of ownership
- 4 Plat of survey
- 5 Site plan
- 6 Business plan
- 7 Floor plan
- 8 Photo

Ms. Johnson gave the background to this request and reviewed photos. The Subject Property contains an existing office building that has been vacant for some time. The Petitioner would like to open an animal hospital and is therefore requesting a Special Use.

SITE ANALYSIS:

- The Subject Property is zoned B-2, General Business. It is currently vacant.
- The Petitioner operates an existing animal clinic in Rolling Meadows. She is in the process of purchasing the Subject Property in order to move her business to Palatine.
- The maximum number of employees on-site per shift would be six. Business hours are: Monday, Tuesday, and Friday 9am to 6pm, Wednesday & Thursday 9am to 7pm, and Saturday 8am to 1pm.
- Typical services offered include checkups, vaccinations, diagnostic testing, dentistry, general surgery, and grooming. The clinic does not provide overnight boarding. Occasionally a hospitalized pet would be kept overnight, but there is no overnight staffing of the facility.
- The Petitioner anticipates seeing up to 50 clients per day.
- The interior of the building would be remodeled to suit the needs of an animal clinic. The floor plan shows a reception and waiting area, exam rooms, x-ray and surgery rooms, and a grooming area.
- The freestanding pole sign would be replaced, and an attached sign would be added with the Petitioner's logo.
- A 6 foot tall PVC fence is proposed for a small area behind the building. Dogs would be walked on a leash in this area only, and would be attended by Staff.
- A dumpster enclosure would be added on the east side of the building. The dumpster enclosure would match the proposed PVC fence. Medical waste will be stored inside the building until it is picked up by Stericycle.
- At 3,600 square feet, 12 parking spaces are required. There are 26 parking spaces on site.
- The Subject Property is serviced by two shared curb cuts. The eastern curb cut is shared with Allied through a cross access agreement, and the western curb cut is shared with the office building at 430-436 E. Northwest Highway.

ZONING BOARD OF APPEALS
May 28, 2013
PAGE 8

DEPARTMENTAL REVIEWS:

Community Services	No issues or comments.
Engineering	No issues or comments.
Environmental Health	N/A
Fire Prevention	N/A
Public Works	N/A
Police	N/A

The Petitioners, Dr. Joanne Carlson DVM of Rolling Meadows and owner of the building; and Robert Edwards of RWE Management in Willowbrook, were sworn in. She has operated her clinic for the last fourteen years as a leaseholder in Rolling Meadows. There has been a decline in tenants in the shopping center she currently occupies. Dr. Carlson wants to expand her practice and add services and hours. The proposed location is double the size of her current location.

Mr. Edwards is a design and construction consultant, his business has done work for 85 to 90 clinics in the Chicago area.

The requested design is for an animal hospital without boarding, except for hospitalized pets. The fenced area will provide a secure area to walk the dogs and not allow them to get loose and onto Northwest Highway. He addressed the standards, that the public health, safety and welfare will be met, as this business will protect animals and the neighbors as well. It will enhance the property, which is vacant now and is currently poorly maintained with chipped paint and a parking lot in poor condition. This proposal will bring an active business to the area and will improve the overall building, front and rear.

Ms. Wood asked Dr. Carlson about the type of services; she uses laser surgery, so it is rare, only once or twice per month to have an animal overnight. The use of the outside area would be 2 or 3 times throughout the day, in ratio with the 2 to 3 surgeries she now performs. In the new location, there would be a maximum of 6 to 8 and the animals would be walked one at a time and only be outside for five minutes. Mr. Luszczyk asked if the latest use of the outside area would be 5 PM; yes. Ms. Wood asked if there would be anyone on site overnight; no staff. On rare occasions, there would be a periodic check.

Mr. Coleman asked if they had spoken to the neighbors; both owners on either side were happy that the area would be improved. No comments from the resident neighbors were received.

Mr. Larson asked about medical waste; it is picked up through a service, and regular trash would be put into the trash enclosure and separate from the walk area. There are double gates to keep the animals

ZONING BOARD OF APPEALS
May 28, 2013
PAGE 9

secure. The concrete walk shown would be added.

Ms. Wood asked if they spoke to any residents; just one and explained the plan, and they sent notice as was required. She asked if noise would be an issue; no, as a street separates the business from the residential block, and there would not be any outdoor kennels. Dr. Carlson state she had no plans to board animals, and this would not be a proper space for that type of operation.

Ms. Wood asked if there were any noise problems at the current location; no, there is a dry cleaners, restaurant and dance studio next to her current location. Dr. Carlson explained that most of the dogs don't bark, as they are sick or post-surgery. She asked the percentage of the proposed business as grooming; don't know, this is an additional service, but it would be a small percentage. Mr. Edwards said the building is solid masonry, so there would not be noise or odor problems. There will be two separate mechanical systems to prevent transfer or noises or smells from the back of the building to the front of the building. Dr. Carlson said the medical waste would be stored inside.

There were no audience comments.

Ms. Johnson gave Staff's recommendation, that the proposed use of the property as an animal clinic would have not have a negative impact on the neighborhood. The Petitioner's business plan outlines how any potential noise or odor issues would be controlled and mitigated. There is sufficient parking on-site to support this use; therefore Staff recommends approval of the Special Use, subject to the following condition:

The Special Use shall substantially conform to the site plan attached hereto as Exhibit 'A,' the business plan attached hereto as Exhibit 'B,' and the floor plan attached hereto as Exhibit 'C,' except as such plans may be changed to conform to Village Codes and Ordinances.

There was nothing further from the Petitioner. There were no audience comments. The public hearing was closed.

Deliberations:

Ms. Roth-Wurster made a motion to approve the petition, according to Staff's recommendation, seconded by Mr. Coleman. She felt this was an ideal space for the proposed business. The petitioner's experience would ensure public health, safety and welfare. There would be no negative impact. Ms. Wood agreed, adding there is shrubbery plus Kenilworth Avenue to block the business from a residential area. Mr. Larson said this is a well thought out plan. Mr. Christopher said it was a good location and is bringing business to that part of town.

Vote: All Ayes (6-0)

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

Office Use Only	Project Planner <i>CJ</i>	Zoning Case # <i>13-36</i>
	Filing Fee <i>297.00</i>	Notification Deadline
	ZBA Public Hearing Date	Village Council Date



Background Information	Petitioner(s) Joanne Carlson, DVM		Business Name (if applicable) Loving Care Animal Clinic	
	Subject Property Address 444 - 448 East Northwest Highway, Palatine, IL 60074-6300			
	Authorized Agent (if applicable) Robert W. Edwards		Business Name (if applicable) RWE Management Company	
	Address 16W361 S. Frontage Road, Suite 106		City/State/Zip Code Burr Ridge, IL 60527	
	Telephone 630-734-0883	Fax 630-734-0884	Email bob@rwemanagement.com	
	Relationship to Petitioner (contractor, architect, etc.) Construction Manager			
	Type of Application (check one) ☒ Special Use ☐ Special Use Amendment ☐ Variation			
	Existing Zoning District B-2	Existing Land Use	Proposed Land Use	
	Generally describe your request: <u>Loving Care Animal Clinic is expanding the veterinary practice to accommodate the growing clientele. It has outgrown its current location. The intent is to offer expanded hours, more exam rooms, as well as expanded services. Joanne Carlson has been a veterinarian for 20 years, 14 years in ownership, and intends to stay in this location until retirement. The hours would be M, T, F 9am - 6pm, W, Th 9am - 7pm, and Sat 8am - 1pm. There will be 10-14 employees to provide veterinary care, surgery, and ancillary services such as grooming. The subject property is zoned B-2 (General Business District) and requires a special use for an Animal Hospital/Clinic. We will not provide overnight dog boarding or outdoor kennels.</u>			

PETITIONER'S EXHIBIT

#

1

SPECIAL USE



Required Materials

- ☒ Filing Fee of \$ 797.00
- ☒ Application Form
- ☒ Plat of Survey (must show all current improvements and be sealed by an Illinois certified surveyor)
- ☐ Site Plan (dimension, location, and setbacks of all existing and proposed buildings) – **one 11x17 copy, 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, floor plan, 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). Attach a separate sheet if necessary.

- ☒ The use is deemed necessary for the public convenience at that location

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

See Exhibit I attached, #2

- *** 3. The use will not cause substantial injury to nearby property values

See Exhibit I attached, #3

- ☒ 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
- ☒ For fence standards, see Section 14.05 of the Palatine Zoning Ordinance

EXHIBIT I

Village of Palatine, IL
Special Use
Petitioner Justification

#2) The proposed animal hospital operations (which excludes overnight dog boarding) but includes grooming, will have no effect on the public health, safety and welfare of the surrounding community. Generally speaking, we serve the pet owner's in the community who require our service's to protect & provide for the public health, safety and welfare of their pets. We will be adding (proposing) a rear yard fence in (secured) area to provide a safe area to walk & exercise the hospitalize pets.

#3) The proposed animal hospital will enhance rather than cause substantial injury to the surrounding property values. In a time of real estate & business uncertainty, animal hospitals provide sustainable stability to the community. For past year or more, the building has been vacant and poorly maintained. The proposed animal hospital will make necessary repairs to building front facade, provide new updated signage including painting of the pole sign structure, provide new trash enclosure PVC fencing (in addition to & matching the rear yard fencing) and make improvements to the landscaping (additional annual/perennial flowers) & landscape maintenance.

ALTA/ACSM Land Title Survey

Central Survey, LLC 6415 N. Caldwell Ave., Chicago, Illinois 60646-2713
Phone (773) 631-5285 www.CentralSurvey.com Fax (773) 775-2071

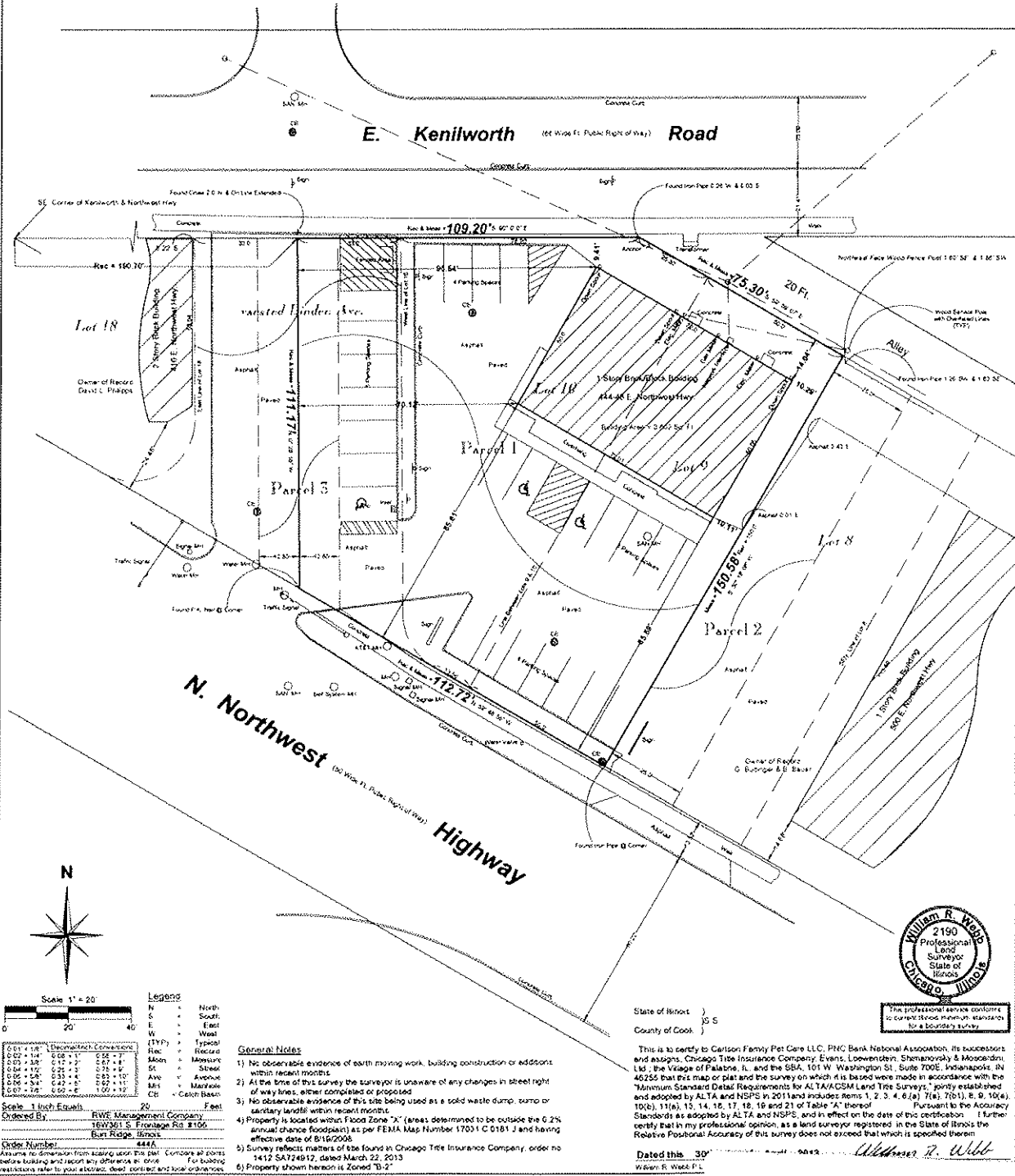
Legal Description
PARCEL 1) Lots 9 and 10 in Block 17 in Merrill's Home Addition to Palatine in the East 1/4 of Section 23, Township 42 North, Range 10 East of the Third Principal Meridian and the East 1/4 of that part of the vacated Linden Avenue lying South of the South line of Kenilworth Road and Northerly of the Northerly line of Northwest Highway in Merrill's Home Addition to Palatine in the East 1/4 of Section 23, Township 42 North, Range 10 East of the Third Principal Meridian as indicated on the plat of vacation as recorded with the Cook County Recorder of Deeds as Document Number 88595651, in Cook County, Illinois

PARCEL 2) Easement for ingress and egress for the benefit of Parcel 1 as granted by deed recorded November 12, 1985 as Document 85278302 over the Westerly 25 feet of Lot 8 in Block 17 in Merrill's Home Addition to Palatine, in the East 1/4 of Section 23, Township 42 North, Range 10 East of the Third Principal Meridian, in Cook County, Illinois, being that strip of land adjacent to the Easterly border of Lot 8 in Block 17 in Merrill's Home Addition to Palatine in the East 1/4 of Section 23, Township 42 North, Range 10 East of the Third Principal Meridian in Cook County, Illinois

PARCEL 3) Easement for ingress and egress over the center 25.6 feet strip of land in the vacation of that part of Linden Avenue lying South of the South line of Kenilworth Road and Northerly of the Northerly line of Northwest Highway in Merrill's Home Addition to Palatine in the East 1/4 of Section 23, Township 42 North, Range 10 East of the Third Principal Meridian, as dedicated in that plat of vacation recorded as Document Number 88595651, in Cook County, Illinois

Commonly Known as: 444-48 E. Northwest Hwy., Palatine, Illinois
Area of Land Described: 20,226 Sq. Ft.

PIN 02-23-213-014-0000



PUBLIC NOTICE

A public hearing will be held before the Palatine Zoning Board of Appeals on Tuesday, May 28, 2013, at 7:00 PM, in the Palatine Community Center, 200 E. Wood Street, relative to a request for:
Special Use to permit an animal hospital pursuant to 11.03 (d) (1) of the Palatine Zoning Ordinance.
The property is commonly known as 444-448 E. Northwest Highway (PIN #02-23-213-014).
The Petitioner is requesting to operate an animal hospital in an existing, vacant building.
The above petition has been filed by Joanne Carlson, DVM of Loving Care Animal Clinic and is available for examination in the office of the Village Clerk, 200 E. Wood Street.
ZONING DOCKET: 13-036
VILLAGE OF PALATINE
Jan Wood, Chair
Zoning Board of Appeals
DATED: This 13th day of May, 2013
Published in Daily Herald
May 13, 2013 (4339174)

8.9.c

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

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 **DAILY HERALD**. That said **DAILY HERALD** is a secular newspaper and has been circulated daily in the Village(s) of Algonquin, Antioch, Arlington Heights, Aurora, Barrington, Barrington Hills, Lake Barrington, North Barrington, South Barrington, Bartlett, Batavia, Buffalo Grove, Burlington, Campton Hills, Carpentersville, Cary, Deer Park, Des Plaines, South Elgin, East Dundee, Elburn, Elgin, Elk Grove Village, Fox Lake, Fox River Grove, Geneva, Gilberts, Grayslake, Green Oaks, Gurnee, Hainesville, Hampshire, Hanover Park, Hawthorn Woods, Hoffman Estates, Huntley, Inverness, Island Lake, Kildeer, Lake Villa, Lake in the Hills, Lake Zurich, Libertyville, Lincolnshire, Lindenhurst, Long Grove, Mt. Prospect, Mundelein, Palatine, Prospect Heights, Rolling Meadows, Round Lake, Round Lake Beach, Round Lake Heights, Round Lake park, Schaumbur, Sleepy Hollow, St. Charles, Streamwood, Tower Lakes, Vernon Hills, Volo, Wauconda, Wheeling, West Dundee, Wildwood, Sugar Grove, North Aurora

County(ies) of Cook, Kane, Lake, McHenry

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

I further certify that the DAILY HERALD is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 7150, Act 5, Section 1 and 5. The notice of which the annexed printed slip is a true copy, was published May 13, 2013 in said DAILY HERALD.

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

PADDOCK PUBLICATIONS, INC.
DAILY HERALD NEWSPAPERS

BY *Danula Baetz*
Authorized Agent

Control # 4339174

Attachment: O-065-13 - 444-448 E. Northwest Hwy - SUT Animal Hospital (CA)

TYPE: ORDINANCE SUBMITTED BY: PLANNING & ZONING DATE: 06/10/2013
 DESCRIPTION: Consideration of a Special Use to permit an animal hospital at 444-448 E. Northwest Highway (Carlson: Case No.13-32) (District: 6)

COMMITTEE ACTION:**DATE:****BACKGROUND:**

The Subject Property contains an existing office building that has been vacant for some time. The Petitioner would like to open an animal hospital and is therefore requesting:

Special Use to permit an animal hospital pursuant to Section 11.03 (d) (1) of the Palatine Zoning Ordinance.

ANALYSIS:

- The Subject Property is zoned B-2, General Business. The building is currently vacant and formerly contained an office use.
- The Petitioner operates an existing animal clinic in Rolling Meadows. She is in the process of purchasing the Subject Property in order to relocate her business to Palatine. The maximum number of employees on-site per shift would be six. Business hours are: Monday, Tuesday, and Friday 9am to 6pm, Wednesday & Thursday 9am to 7pm, and Saturday 8am to 1pm.
- Typical services offered include checkups, vaccinations, diagnostic testing, dentistry, general surgery, and grooming. The clinic does not provide overnight boarding. Occasionally a hospitalized pet would be kept overnight, but there is no overnight staffing of the facility.
- The Petitioner anticipates seeing up to 50 clients per day.
- The interior of the building will be remodeled to address the needs of an animal clinic. The floorplan shows a reception and waiting area, exam rooms, x-ray and surgery rooms, and a grooming area.
- The freestanding pole sign would be replaced, and an attached sign would be added with the Petitioner's logo.
- A 6 foot tall PVC fence is proposed for a small area behind the building. Dogs would be walked on a leash in this area only, and will be attended by Staff.
- A dumpster enclosure would be added on the east side of the building. The dumpster enclosure would match the proposed PVC fence. Medical waste will be stored inside the building until it is picked up by Stericycle.
- At 3,600 square feet, 12 parking spaces are required by Code. There are 26 parking spaces proposed.
- The Subject Property is serviced by two shared curb cuts. The eastern curb cut is shared with Allied Heating and Air Conditioning, through a cross access agreement, and the western curb cut is shared with the office building at 430-436 E. Northwest Highway.

ALTERNATIVES:

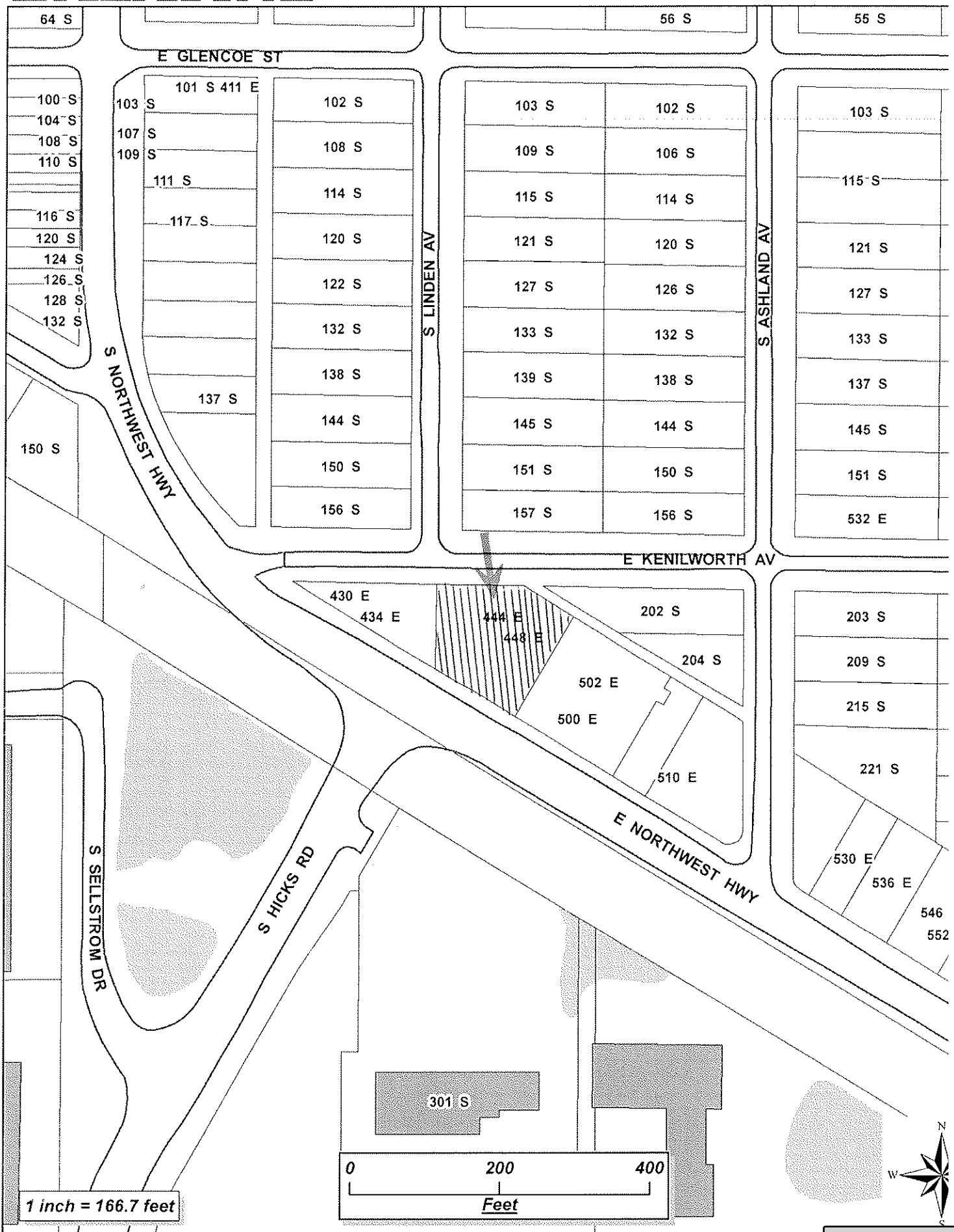
1. Recommend approval of the Special Use.
2. Do not recommend approval of the Special Use.

RECOMMENDATION:

Public Hearing: May 28, 2013 Zoning Board of Appeals
Residents Testifying: None
Concerns: None
Vote: The ZBA voted 6-0 to approve the request. Staff concurs with this recommendation.

ACTION REQUIRED:

Consideration of a Special Use to permit an animal hospital at 444-448 E. Northwest Highway (Carlson).



VILLAGE OF PALATINE

SPECIAL USE TRANSFER

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

Required Materials

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

Business Owner(s):

Joanne Carlson & Veterinary Practice Partners

Subject Property Address:

444 East Northwest Highway, Palatine, IL 60074-6300

The owner(s) listed above are requesting that Special Use Ordinance # 0-65-13 be transferred from Loving Care Animal Clinic/Carlson Family Pet Care, LLC to individuals(s) and/o company listed above. I have read the ordinance(s) and agree to comply with all applicable ordinance(s) and any conditions contained therein. As the new business owner(s), the following changes (if any) are proposed to the business operation and/or floor plan:

Only changes since previous Special Use are hours are now M-T-F 9am-6pm and W-TH 9am-7pm and partnership with Veterinary Practice Partners on 8/23/2023

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

Attachment: Special Use Transfer Application (444 E. Northwest Hwy - SUT Animal Hospital (CA))



Signature Page

Petitioner's Signature

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

Joanne Carlson / Brandon Favro

1/25/2024

Name

Date

Joanne Carlson Brandon Favro

Signature

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

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

Joanne Carlson

1/26/2024

Name

Date

Joanne Carlson

Signature

Attachment: Special Use Transfer Application (444 E. Northwest Hwy - SUT Animal Hospital (CA))

Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Gas Station and Convenience Store at 800 S. Plum Grove Road

BACKGROUND:

The Subject Property contains a Mobil Gas Station and Mart. The original Special Use for the gas station and convenience store was approved in 1995. Abdullqader Saleh, Plum Grove Gas Mart, Inc., is requesting a transfer of the existing Special Use to permit the continued operation of a gas station and convenience store. Therefore, the Petitioner is requesting approval of the following:

Transfer of Special Use #O-72-95 to permit the continued operation of a gas station and convenience store at 800 S. Plum Grove Road.

KEY ISSUES:

- The Subject Property, zoned B-2 General Business, contains a service station and mart. The Special Use was initially approved in 1995, and later transferred in 2003 and in 2006.
- Other than the ownership change, the Petitioner is not proposing any other changes and the proposed hours of operation will remain 5 AM to 12 AM and four employees.
- Any changes to the floor plan or business operations would require additional Village review. Staff also advised the Petitioner about the temporary sign regulations, as part of the Special Use transfer application process.

ALTERNATIVES:

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

RECOMMENDATION:

Staff recommends approval of the Special Use Transfer at 800 S. Plum Grove Road.

ACTION REQUIRED:

A motion to approve the Special Use Transfer of Ordinance #O-72-95 to Abdullqader Saleh, Plum Grove Gas Mart Inc., to permit the continued operation of a gas station and convenience store at 800 S. Plum Grove Road.

ATTACHMENTS:

- Aerial Map
- ORD SUT 800 S Plum Grove Rd
- Special Use Ordinance - #O-72-95
- Application



Attachment: Aerial Map (800 S. Plum Grove Rd - SUT Gas Station (CA))

0 100 200 ft

Print Date: 2/27/2024

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.

ORDINANCE NO. _____

**AN ORDINANCE TRANSFERRING SPECIAL USE ORDINANCE #O-72-95
800 S. PLUM GROVE ROAD**

WHEREAS, Ordinance #O-72-95 granted a Special Use for the operation of an automobile service station and mart, which was subsequently transferred in 2003 and 2006 on the property commonly known as 800 S. Plum Grove Road; and

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

WHEREAS, since the Village Council did meet on March 4, 2024 to review a request by Abdullqader Saleh, Plum Grove Gas Mart, Inc., that the Special Use be transferred to permit the continued operation of an automobile service station and mart, with no substantial change, and it was the recommendation of the Village Council that the transfer of the Special Use Transfer to Abdullqader Saleh, Plum Grove Gas Mart, Inc., be approved without amendment.

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

SECTION 1: That the Special Use granted by Ordinance #O-72-95 is hereby transferred to Abdullqader Saleh, Plum Grove Gas Mart, Inc.

SECTION 2: All conditions of Special Use Ordinance #O-72-95 shall remain in full force and effect.

DATED: This ____ day of _____, 2024

AYES:____ NAYS:____ ABSENT:____ PASS:____

APPROVED by me this ____ day of _____, 2024

Mayor of the Village of Palatine

ATTEST and FILE in the office of the Village Clerk

this ____ day of _____, 2024.

Village Clerk

Attachment: ORD SUT 800 S Plum Grove Rd (800 S. Plum Grove Rd - SUT Gas Station (CA))

ORDINANCE NO. 0-72-95

AN ORDINANCE
GRANTING A SPECIAL USE
FOR AN AUTOMOBILE SERVICE STATION AND MART
800 S. PLUM GROVE ROAD

WHEREAS, upon petition of owners of said property, hearings were held by the Zoning Board of Appeals of the Village of Palatine on June 13, 1995 in accordance with the Zoning Ordinance of the Village of Palatine, in such case made and provided, and said Zoning Board having made its findings in a written report to the President and Board of Trustees of the Village of Palatine for an automobile service station and mart, pursuant to Section 11.03 D (6) of the Palatine Zoning Ordinance.

NOW, THEREFORE, BE IT ORDAINED, by the President and Board of Trustees of the Village of Palatine, Cook County, Illinois, acting in the exercise of their home rule power:

SECTION 1: That a Special Use for an automobile service station and mart, pursuant to Section 11.03 D (6) of the Palatine Zoning Ordinance is hereby granted for property legally described as follows:

Lot 4 in Nielsen's Subdivision being a subdivision of the North 155 feet of the South 1105 feet of the East 627 feet (except the East 50 feet thereof) of the North 1155 feet of the Northeast quarter of Section 27, Township 42 North, Range 10 East of the Third Principal Meridian in Palatine Township, Cook County, Illinois

commonly known as 800 S. Plum Grove Road.

SECTION 2: That the Special use is granted subject to the following conditions:

1. The Special Use to permit the operation of the gasoline service station and mini-mart is granted solely to the Clark Oil & Refining Corporation, and may be transferred only after review by the Zoning Board of Appeals

PETITIONER'S EXHIBIT

#

12

and consent of the Village Board. In the event of the sale or lease of this property, the existing and prospective proprietors shall appear before a public meeting of the Zoning Board of Appeals and in its sole discretion shall either :

- 1.1 Recommend that the Village Board approve of the transfer of the lease and/or ownership to the new proprietor without amendment to the Special Use Ordinance, or
- 1.2 If the Zoning Board of Appeals deems that the new proprietor contemplates a change in use which is inconsistent with this Special Use Ordinance, the new proprietor shall be required to petition for a public hearing before the Zoning Board of Appeals to amend the Special Use Ordinance.
2. The Special Use conform substantially to the site plan, attached hereto as Exhibit "A", except as such plans may be changed to conform to Village Codes and Ordinances and the conditions below.
3. Any future temporary signs shall conform to the Temporary Event Sign regulations as stated in the Zoning Ordinance. No signs shall be permitted in public rights-of-way at any time.

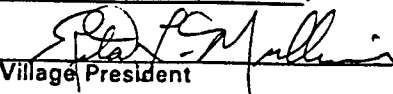
SECTION 3: That the petition for special use, a copy of the public notice, and the report of the Zoning Board reporting on this petition be attached hereto and form a part of this ordinance.

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED: This 10th day of July, 1995

AYES: 4 NAYS: 0 ABSENT: 2 PASS: 0

APPROVED by me this 10th day of July, 1995


Village President

ATTESTED and FILED in the office of the Village Clerk this 10th day of July, 1995


Village Clerk



SPECIAL USE TRANSFER

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

CONTACT INFORMATION WORKSHEET

PETITIONER(S)		Business Name (If applicable)	
Abdullgader Saleh		Plum Grove Gas Mart, Inc	
Address		City/State/Zip Code	
6322 N. Lowell Ave		Chicago IL 60646	
Telephone	Fax		
773-387-2883			
Email			
abary76@gmail.com			
Subject Property Address			
800 S Plum Grove Rd, Palatine IL 60067			
AUTHORIZED AGENT (if applicable)		Business Name (if applicable)	
Address		City/State/Zip Code	
Telephone		Fax	
Email			

Attachment: Application (800 S. Plum Grove Rd - SUT Gas Station (CA))



SPECIAL USE TRANSFER

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

Required Materials

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

Business Owner(s):

Abdullqader Saleh

Subject Property Address:

800 S Plum Grove Rd, Palatine IL, 60067

The owner(s) listed above are requesting that Special Use Ordinance # 072-95 be transferred from 2GR Enterprises, Inc to individuals(s) and/or company listed above. I have read the ordinance(s) and agree to comply with all applicable ordinance(s) and any conditions contained therein. As the new business owner(s), the following changes (if any) are proposed to the business operation and/or floor plan:

None, the business already exists

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

Attachment: Application (800 S. Plum Grove Rd - SUT Gas Station (CA))



Signature Page

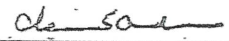
Petitioner's Signature

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

Abdullgader Saleh
Name

12/22/23

Date


Signature

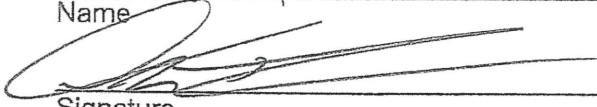
Signature of Consent from Landlord, Property Owner(s), or Former Operator

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

Kareem Taher
Name

12/22/2023

Date


Signature

Attachment: Application (800 S. Plum Grove Rd - SUT Gas Station (CA))

Consider a Resolution Granting a Security Deposit Release after Completion of the 1-Year Maintenance Period, and Release of the Planned Development Security Deposit for LPC Subdivision

BACKGROUND:

Midwest Industrial Funds completed the redevelopment of the 26-acre property at 150 and 200 S. Sellstrom Drive. As all the required public improvements are complete and were inspected and accepted by the Village and the one-year maintenance period is complete without any defects, the Public Improvement Security Deposit may be released. After the final certificate of occupancy was issued, the Planned Development Security Deposit should be released. Therefore, the Petitioner is seeking approval of:

Authorization to release the public improvement and planned development security deposits

KEY ISSUES:

- The developer completed the required public improvements, as outlined in the Subdivision Improvement Agreement and Final Engineering Plans, for Palatine Industrial Subdivision. With the issuance of the final certificate of occupancy, the \$400,000 Planned Development letter of credit may be released.
- With the completion of all Public Improvements and acceptance by the Village Engineer, the one-year maintenance period is also complete. Therefore, the \$507,925.10 public improvement security deposit may also be released.

ALTERNATIVES:

1. Authorize the release of both the public improvement and planned development security deposits.
2. Do not authorize the release of both the public improvement and planned development security deposits.

RECOMMENDATION:

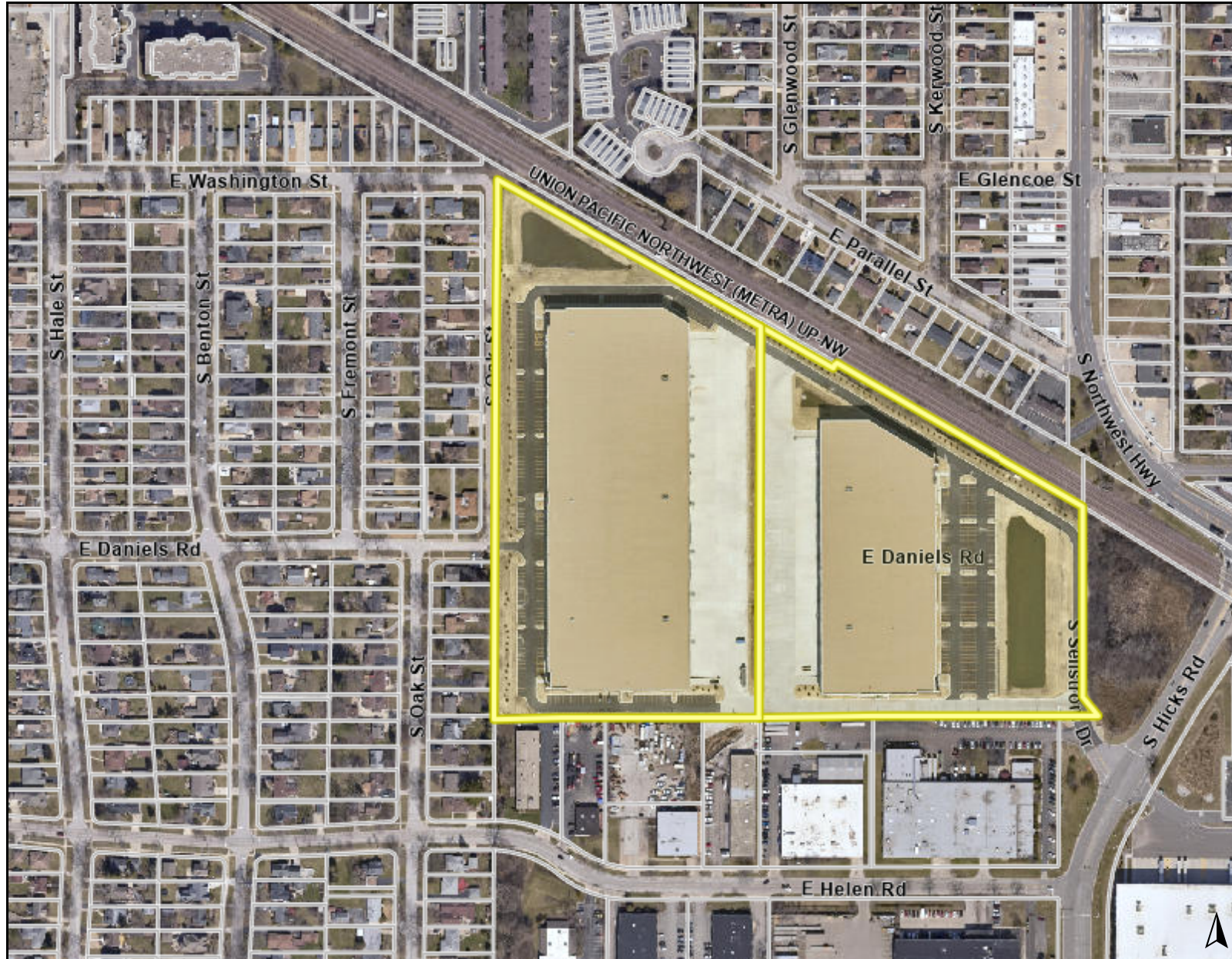
Staff recommends releasing both the public improvement and planned development security deposits.

ACTION REQUIRED:

A motion to approve a resolution granting the release of the Public Improvement and Planned Development security deposits for Midwest Industrial Funds at 150 and 200 S. Sellstrom Drive.

ATTACHMENTS:

- Aerial Map
- 2024 RES - LC reduce and completion of the maintenance period

**Legend**

0 500 1000
ft

Print Date: 2/29/2024**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.

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING COMPLETION OF THE ONE-YEAR
MAINTENANCE PERIOD, THE RELEASE OF THE PUBLIC IMPROVEMENT
AND PLANNED DEVELOPMENT SECURITY DEPOSITS FOR PALATINE
INDUSTRIAL SUBDIVISION, PURSUANT TO THE VILLAGE OF PALATINE
MUNICIPAL CODE, APPENDIX A SECTION 13 AND APPENDIX B,
SUBDIVISIONS, SECTION 9.02**

WHEREAS, on the 24th day of June, 2021, Midwest Industrial Funds Inc. for good and valuable consideration agreed to install certain public improvements in the LPC Subdivision; and

WHEREAS, pursuant to Section 9.02 of Appendix B of the Palatine Municipal Code, an owner or developer of a subdivision is required to provide a certain security deposit or evidence thereof with the Village of Palatine to guarantee the installation of such public improvements (#00000875) and a separate planned development security deposit (#00000876); and

WHEREAS, in the matter of the Palatine Industrial Subdivision, located at 150-200 S. Sellstrom Drive, a Public Improvement Security Deposit in the amount of \$507,925.10 was deposited with the Village of Palatine in June, 2023 to ensure the completion of the project improvements; and

WHEREAS, Midwest Industrial Funds, Inc. has made application for the release of the public improvement letter of credit in the amount , with

RESOLUTION NO.

Page 2 of 2

the completion of the required one-year maintenance period and a release of the \$400,000 Planned Development Security Deposit; and

WHEREAS, an inspector with the Village's Engineering Department has inspected the public improvements and has found these improvements to have been satisfactorily completed and agrees that the required one-year maintenance period is complete, without any defects. As the certificate of occupancy was issued for the buildings, ensuring the release of the planned development security deposit.

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

SECTION 1: Approval pursuant to the Palatine Municipal Code, Appendix B Section 9.02 be and Appendix A Section 13 is hereby granted for the public improvements and planned development security deposits are released.

PASSED: This _____ day of _____, 2024.

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

ATTESTED and FILED in the Office

of the Village Clerk this _____

day of _____, 2024.

Mayor

Village Clerk