



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

FEBRUARY 13, 2023

Regular Meeting

7:00 PM

I. ROLL CALL

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

1. Village Council & Committee of the Whole - Regular Meeting - February 6, 2023

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

BRAD HELMS, CHAIRMAN

1. Consider an Ordinance Approving a Special Use Transfer to Permit the Operation of a Package Liquor Store at 1565 N. Quentin Road (Council District: One)
2. Consider an Ordinance Increasing the Number of Class D (Restaurant) Liquor Licenses by One for Relish Catering Kitchen Located at 512 W. Northwest Highway (Council District: Six)
3. As Submitted

B. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE

DOUG MYSLINSKI, CHAIRMAN

1. Consider a Motion to Approve the Temporary Closure of Streets for the St. Patrick's Day Parade and a Waiver of the Village's Sound Amplification Ordinance for a St. Paddy's Party at 180 N. Smith Street on Saturday, March 11, 2023 (Council District: Six)
2. Consider a Motion Approving a Waiver of the Village of Palatine's Sound Amplification Ordinance for the St. Pat's Celebration on March 10 and 11, 2023 at Tap House Grill, 56 W. Wilson Street (Council District: Six)
3. Consider a Motion to Approve Items Related to the Village of Palatine's 2023 Street Fest (Council District: Six)
4. As Submitted

C. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

SCOTT LAMERAND, CHAIRMAN

1. Consider a Motion to Award a Contract for the 2023 Street Resurfacing Program
2. Consider a Motion to Approve a Contract for the 2023 Supplemental Street Resurfacing Project
3. As Submitted

D. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE

GREG SOLBERG, CHAIRMAN

1. As Submitted

E. BUSINESS FINANCE & BUDGET COMMITTEE

TIM MILLAR, CHAIRMAN

1. As Submitted

F. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

KOLLIN KOZLOWSKI, 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 an Ordinance Approving a Special Use Transfer to Permit the Operation of a Package Liquor Store at 1565 N. Quentin Road (Council District: One)
2. Consider an Ordinance Increasing the Number of Class D (Restaurant) Liquor Licenses by One for Relish Catering Kitchen Located at 512 W. Northwest Highway (Council District: Six)
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5. Consider a Motion to Approve Items Related to the Village of Palatine's 2023 Street Fest (Council District: Six)
6. Consider a Motion to Award a Contract for the 2023 Street Resurfacing Program
7. Consider a Motion to Approve a Contract for the 2023 Supplemental Street Resurfacing Project

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

GREG SOLBERG, CHAIRMAN

1. As Submitted

B. BUSINESS FINANCE & BUDGET COMMITTEE

TIM MILLAR, CHAIRMAN

1. As Submitted

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

KOLLIN KOZLOWSKI, CHAIRMAN

1. As Submitted

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE

DOUG MYSLINSKI, CHAIRMAN

1. As Submitted

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

SCOTT LAMERAND, CHAIRMAN

1. As Submitted

F. POLICE POLICY & CODE SERVICES COMMITTEE

BRAD HELMS, CHAIRMAN

1. As Submitted

X. REPORTS OF THE VILLAGE OFFICERS

A. VILLAGE MANAGER

1. As Submitted

B. VILLAGE CLERK

1. As Submitted

C. VILLAGE ATTORNEY

1. As Submitted

XI. CLOSED SESSION AS REQUIRED

XII. RECOGNITION OF AUDIENCE

XIII.ADJOURNMENT



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VILLAGE COUNCIL & COMMITTEE OF THE WHOLE

MINUTES

FEBRUARY 6, 2023

Regular Meeting

7:00 PM

I. ROLL CALL – Time: 7:00 PM

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

Also Present:

Village Manager Reid Ottesen, Deputy Village Manager Hadley Skeffington-Vos, Village Attorney Nick Standiford, Director of Community Development Mike Jacobs, Director of Planning & Zoning Ben Vyverberg, Director of Public Works Matt Barry, Police Chief Dave Daigle, Fire Chief Patrick Gratziana, IT Director Larry Schroth, Director of Finance Paul Mehring, and Director of Human Resources Pam Jackson and Deputy Clerk Doris Sadik

II. PLEDGE TO THE FLAG

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

III. APPROVAL OF MINUTES

- Village Council & Committee of the Whole - Regular Meeting - January 16, 2023
- Accepted

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

Minutes Acceptance: Minutes of Feb 6, 2023 7:00 PM (APPROVAL OF MINUTES)

IV. MAYOR'S REPORT

1. As Submitted -

Mayor Schwantz announced upcoming events:

Friday, February 10 - Sunday, February 12

Friends of the Palatine Library Used Book Sale
Palatine Library

Sunday, February 12: 8 AM - 1 PM

Knights of Columbus Pancake Breakfast
St. Thomas of Villanova

Internet Purchase/Exchange Zone

Palatine Police Department reminds citizens to use their "Internet Purchase/Exchange Zone" in the Police Department front parking lot to exchange goods sold through online sites.

V. RECESS TO THE COMMITTEE OF THE WHOLE – Time: 7:03 PM

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

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

VI. COMMITTEE OF THE WHOLE**A. POLICE POLICY & CODE SERVICES COMMITTEE**

BRAD HELMS, CHAIRMAN

1. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Used Auto Dealership at 2240 N. Rand Road - **Motion Carried by Voice Vote** (Council District: Three)

Director Planning and Zoning Ben Vyverberg presented a Special Use Transfer to permit the continued use of an auto dealership at 2240 N. Rand Rd. The petitioner will be required to complete remaining conditions of the original ordinance including parkway trees and paving certain portions of the site by June 30, 2023. Staff recommends approval.

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

2. Discussion Regarding Potential Zoning Code Amendments for Fences -

Village Manager Reid Ottesen explained no motion is necessary, this is only discussion to obtain policy direction from Council.

Director of Community Development Mike Jacobs presented current fencing regulations focusing on corner lots with fencing in the front yard and side yards abutting a street, along with setback requirements, decorative fencing, existing fencing and landscape requirements. A summary of current regulations and recent fence related zoning relief requests focusing on front yards and side yards abutting a street was reviewed. From recent fence related zoning relief requests, nearly 80% were approved or adjusted, 14% were denied. Jacobs mentioned that staff is look for policy direction.

Potential text amendments include:

1. Allow decorative fencing in a side yard abutting a street
2. Allow any other fencing in a side yard abutting a street when abutting a front yard
3. Adjust landscaping requirements for fencing in a side yard abutting a street

Councilman Helms commented that there are many different situations presented by residents regarding fencing relief.

In response to Councilman Millar regarding decorative fencing and landscaping, Jacobs clarified that code allows a 3-foot tall fence in the front yard and a 4-foot tall fence in a side yard abutting a street with a 3-foot setback. A non-decorative fence requires a 5-foot setback. Councilman Millar stated fencing against a sidewalk is challenging and landscaping hanging over on the sidewalk is an issue. Jacobs confirmed a new fence cannot be installed up to the property line.

Ottesen mentioned staff tries to work around existing landscaping keeping a fence 3 - 5 feet away from the property lot line, if the fence is more than 5 feet away from the lot line it makes sense to allow landscaping but not mandate it.

Councilman Helms commented on issues with types of fencing creating site-line problems.

Jacobs recommends the same allowance for decorative fencing should apply in the front yard, as well as, the side yard abutting a street; and recommends that as long as a certain distance is maintain from the property line there is no requirement for landscaping.

Councilman Myslinski prefers a landscaping requirement.

Ottesen mentioned that landscaping was meant for a softening effect.

Councilmen Solberg and Myslinski prefer landscaping for fences with a 10-foot or less setback.

Ottesen suggested streamlining the process and confirmed Council agreement for potential text amendments item #1, item #2 stays the same and item #3 requires landscaping for fencing with a 10-foot or less setback. A text amendment will be prepared and come back to Council in April.

3. As Submitted -

Nothing was submitted.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

KOLLIN KOZLOWSKI, CHAIRMAN

1. Consider a Motion Adopting the Village of Palatine's Official 2023 Zoning Map
- **Approved by Voice Vote**

Director of Community Development Mike Jacobs confirmed the Village's 2023 Official Zoning Map is updated and reflects current zoning of all properties as of December 31, 2022.

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

2. Consider an Ordinance Establishing a Downtown TIF District Facade and Interior Improvement Grant Program - (Council District: Six)

Director of Community Development Mike Jacobs explained the 2002 Downtown TIF Facade Improvement Grant Program expired a few years ago and to further facilitate investment in the downtown area, staff recommends establishing a Downtown TIF District Facade and Interior Building Improvement Grant Program. Buildings in the downtown area built prior to January 1, 2000 with the majority of the first floor being dedicated to non-residential and sales tax generating uses will be eligible for the program. All requests will be subject to Village Council review and approval. The potential grant amounts for exterior/façade improvements are limited to \$1,000 per linear foot of a building's frontage on a public street, with a maximum of \$50,000. An additional \$500 per linear foot will be available for a building more than one-story tall, with a maximum of \$75,000. Staff recommends Downtown TIF dollars in the amount of \$450,000 be used to fund the program.

Village Manager Reid Ottesen mentioned that ten years ago the façade program primarily benefited the property owner. With the use of TIF funds, the intention is to recognize the exterior and interior benefits the business owner and improves the look of the downtown. Program funds shall not be used to renovate the same property more than once. This restriction would not apply to funding previously received from the Village for façade or interior building improvements that were approved by the Village Council more than 10 years before the date of application. The program is intended for those properties that started when the TIF started.

Jacobs mentioned the maximum that could be used for interior improvements is \$75,000. Grants will be paid as a reimbursement, limited to 50% of the total eligible expense and 25% for signage, awnings or exterior lighting expenses. Improvements must be completed within 12 months from the date of the Village's funding approval to be eligible for reimbursement.

In response to Councilman Kozlowski, Jacobs confirmed reimbursement is limited to 50% of the total eligible expense and Council reviews applications with the ability to deny requests. Notice will be given to business/property owners.

Councilman Myslinski questioned a RFP requirement.

Ottesen reported the construction project needs to be completed before reimbursement is made. The project will be reviewed for reasonableness, proof of contract, payment and following the prevailing wage act is required. A RFP is not required on behalf of the business owner because TIF funds are being used.

Ottesen mentioned depending on the success of the grant program, the Village could re-appropriate more funds.

In response to Mayor Schwantz, Ottesen confirmed the program is not retroactive. A business owner will not get reimbursement for improvements completed prior to the program. There is no exclusion for businesses that now have video gaming. Ottesen planned on earmarking \$450,000 for this program.

Councilman Helms expressed support for including interior improvements being eligible for the grant.

Councilman Lamerand was not supportive of including interior improvements. Ottesen explained the interior improvements are geared toward mechanical improvements (HVAC, electrical, ADA compliance, code compliance) bringing code compliance to older properties in the downtown area. This is beneficial to the business owners. Improvements such as new booths or a new bar would not be considered.

Jacobs mentioned renovation projects in older buildings need to meet new code requirements resulting in more expensive project costs than expected. This program could encourage businesses to move forward on renovation projects.

Councilman Lamerand expressed support for mechanical improvements and enhancements that bring the property up to Village Code.

Councilman Kozlowski expressed internal improvements could be paid for with other funds such as Build Back Better funds.

Ottesen mention the Village is making an effort to improve the downtown and think this program would assist in this effort. Council will be reviewing applications.

Councilman Millar is not supportive with the inclusion of interior improvements. A business plan should be presented showing how the improvements will generate sales tax dollars for Palatine. Business owners should expect needed upgrades as part of doing business; the TIF funds could be distributed to other taxing bodies.

Ottesen mentioned routine property maintenance for interior is not eligible. It needs to be a meaningful improvement.

Councilman Solberg questioned if only sales-generating businesses qualify to participate. Ottesen clarified that nothing precludes non-sales generating businesses from coming forward with a redevelopment agreement. This is a policy decision for the Council.

Councilman Solberg understands the interior upgrades for code compliance reasons and the incentive to do it now.

Ottesen asked if there were any questions on the exterior improvement portion of the program.

Council concurrence is to move forward only on the exterior improvement portion of the grant program. Staff will revise the interior improvement portion of the program focusing on code compliance and report next month.

3. As Submitted -

Nothing was submitted.

C. INFRASTRUCTURE & ENVIRONMENT COMMITTEE*SCOTT LAMERAND, CHAIRMAN*

1. Consider a Motion to Extend the Contract for the Village's Landscape Maintenance Program - **Approved by Voice Vote**

Director of Public Works Matt Barry presented the landscape maintenance contract for services in the downtown business area, train station and Gateway center, Police headquarters and Village Hall. A contract was awarded to Brian Edward Landscaping with renewal options for up to two additional two-year periods in 2022. The vendor is proposing a 3-year extension with an initial cost of \$79,968 (increase of less than 2.5% per year from 2018) with annual increases for labor at 3% per year. This contract results in a fixed fee through 2025 at an amount less than those in 2016. Staff recommends approval.

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

2. As Submitted -

Nothing was submitted.

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE*DOUG MYSLINSKI, CHAIRMAN*

1. Consider a Motion Authorizing the Village Manager to Execute a Contract for the Purchase of Fire Department Extrication Tools and Equipment - **Approved by Voice Vote**

Fire Chief Patrick Gratziana explained the Village allocated \$1,350,000 in American Rescue Plan Act (ARPA) funds for the replacement of the aerial ladder truck and rescue equipment in 2022. With the remaining funds the Fire Department is seeking authorization to purchase Hurst Extrication Tools in the amount of \$57,000 available in the 2022 approved budget using ARPA funds. The current equipment is ten years old; and the Hurst equipment will contain the newest technology and will improve response times, rescue efficiency and firefighter safety.

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

2. Consider an Ordinance Authorizing the 2022 Mutual Aid Box Alarm System (MABAS) Master Agreement - **Motion Carried by Voice Vote**

Fire Chief Patrick Gratziana explained the Fire Department's participation in MABAS (Mutual Aid Box Alarm System) which coordinates mutual aid assistance throughout Illinois. MABAS initiated a comprehensive revision of the Master Agreement in 2019 to address changes in emergency response, certifications and liability and it can be used by all states. The 2022 MABAS agreement revisions align with the National Incident Management System (NIMS) and Interstate Mutual Aid laws. Staff recommends approval.

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

3. As Submitted -

Nothing was submitted.

E. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE

GREG SOLBERG, CHAIRMAN

1. As Submitted -

Nothing was submitted.

F. BUSINESS FINANCE & BUDGET COMMITTEE

TIM MILLAR, CHAIRMAN

1. As Submitted -

Nothing was submitted.

VII. RECONVENE THE VILLAGE COUNCIL MEETING – Time: 8:00 PM

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

RESULT:	MOTION CARRIED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Doug Myslinski, District 3 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.

Item #5 was removed from the Consent Agenda, approval is for Items # 1-4 and 6-8.

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 Ratifying the Village Manager's Approval of 2023 Warrant #2 - **Approved**
2. Consider a Motion to Approve 2023 Warrant #3 - **Approved**
3. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Used Auto Dealership at 2240 N. Rand Road - **Approved** (Council District: Three)

Ordinance #O-8-23

4. Consider a Motion Adopting the Village of Palatine's Official 2023 Zoning Map - **Approved**
5. Consider an Ordinance Establishing a Downtown TIF District Facade and Interior Improvement Grant Program - (Council District: Six)

This item was removed from the Consent Agenda.

6. Consider a Motion to Extend the Contract for the Village's Landscape Maintenance Program - **Approved**
7. Consider a Motion Authorizing the Village Manager to Execute a Contract for the Purchase of Fire Department Extrication Tools and Equipment - **Approved**
8. Consider an Ordinance Authorizing the 2022 Mutual Aid Box Alarm System (MABAS) Master Agreement - **Approved**

Ordinance #O-9-23

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

1. As Submitted -

No Report

B. BUSINESS FINANCE & BUDGET COMMITTEE*TIM MILLAR, CHAIRMAN*

1. As Submitted -

No Report

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE*KOLLIN KOZLOWSKI, CHAIRMAN*

1. As Submitted -

No Report

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE*DOUG MYSLINSKI, CHAIRMAN*

1. As Submitted -

No Report

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE*SCOTT LAMERAND, CHAIRMAN*

1. As Submitted -

No Report

F. POLICE POLICY & CODE SERVICES COMMITTEE*BRAD HELMS, CHAIRMAN*

1. As Submitted -

No Report

Minutes Acceptance: Minutes of Feb 6, 2023 7:00 PM (APPROVAL OF MINUTES)

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: 8:05 PM

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

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

SUBMITTED BY:

Doris Sadik
Deputy Village Clerk

Minutes Acceptance: Minutes of Feb 6, 2023 7:00 PM (APPROVAL OF MINUTES)

Consider an Ordinance Approving a Special Use Transfer to Permit the Operation of a Package Liquor Store at 1565 N. Quentin Road

BACKGROUND:

The Special Use for a package liquor store (Inverness Wine and Spirits) was approved in September 2022. The developer applied for a building permit and subsequently completed the build out of the tenant space. Prior to opening the new store, the initial Petitioner requested to transfer the Special Use to allow a new operator to run the store:

Special Use Transfer of Special Use #O-89-22 to permit the operation of a package liquor store at 1565 N. Quentin Road.

KEY ISSUES:

- The Subject Property, zoned Planned Development, received Special Use approval for a liquor store in 2022 (Ordinance #O-89-22).
- Other than the change in ownership, the Petitioner is not proposing any changes to the business. Staff conducted a specific review of the business plan requirements (delivery schedule, use of video surveillance, and the hours of operation) with the proposed transferee and they stated their compliance with the previously approved business and operational plans.
- Any changes to the floor plan or business operations would require additional Village review. Staff also advised the Petitioner about the Village's temporary sign regulations as part of the Special Use transfer application process.
- In response to screening questions and concerns raised during the initial Special Use review, the shopping center owner committed to install a fence between the shopping center and the residential development to the north. The shopping center owner and the HOA of the residential development to the north have both agreed on a specific fencing plan, and the shopping center owner has agreed to pay for its installation. This commitment is reflected in a condition of the Special Use transfer ordinance.

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 1565 N. Quentin Road.

ACTION REQUIRED:

A motion to approve the Special Use Transfer of Ordinance #O-89-22 to Inverness Wine and Spirits (Purvi Nishant Patel) to permit the operation of a package liquor store (Inverness Wine and Spirits) at 1565 N. Quentin Road.

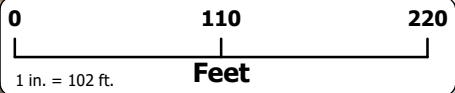
ATTACHMENTS:

- Aerial Map
- ORD SUT 1565 N. Quentin Road

- Exhibit A - Fence Layout & Specs 2.2.2023
- Exhibit B - Letter of Agreement re Fence
- Business Plan Confirmation
- Special Use transfer application
- O-089-22 - Special Use 1565 N. Quentin Road - SU



Attachment: Aerial Map (1565 N. Quentin Road - Special Use transfer)



ORDINANCE NO. _____

**AN ORDINANCE TRANSFERRING SPECIAL USE ORDINANCE #O-89-22
1565 N. QUENTIN ROAD**

WHEREAS, Ordinance # O-89-22 granted a Special Use for a package liquor store on the property commonly known as 1565 N. Quentin Road; and

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

WHEREAS, since the Village Council did meet on February 13, 2023 to review a request by Inverness Wine and Spirits (Purvi Nishant Patel), that the Special Use be transferred to permit the continued operation of a package liquor store, with no substantial changes and it was the recommendation of the Village Council that the transfer of the Special Use to Inverness Wine and Spirits (Purvi Nishant Patel), 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-89-22 is hereby transferred to Purvi Nishant Patel, to permit the operation of a package liquor (“Inverness Wine and Spirits”) store, subject to the following conditions:

- 1. Staff will conduct a 6-month operational review of the liquor store and, if determined necessary by the Staff review, an additional Village Council review may be required. If additional Village Council review is required, the Village Council reserves the right to impose any additional conditions on the Special Use, at such time of the review. Nothing shall preclude the Village from any other enforcement and/or compliance actions afforded under the Code of Ordinances and Special Use Ordinance #O-89-22.**

- 2. The owner of the Ellen Plaza Shopping Center shall be responsible for**

ORDINANCE NO.

Page 2 of 2

installing a fence in a manner consistent with the attached plan (see attached Exhibit A) and as referenced in the letter dated February 2, 2023 (see attached Exhibit B) by no later than July 31, 2023.

SECTION 2: All conditions of Special Use Ordinance # O-89-22 shall remain in full force and effect.

DATED: This ____ day of _____, 2023

AYES:____ NAYS:____ ABSENT:____ PASS:____

APPROVED by me this ____ day of _____, 2023

Mayor of the Village of Palatine

ATTEST and FILE in the office of the Village Clerk

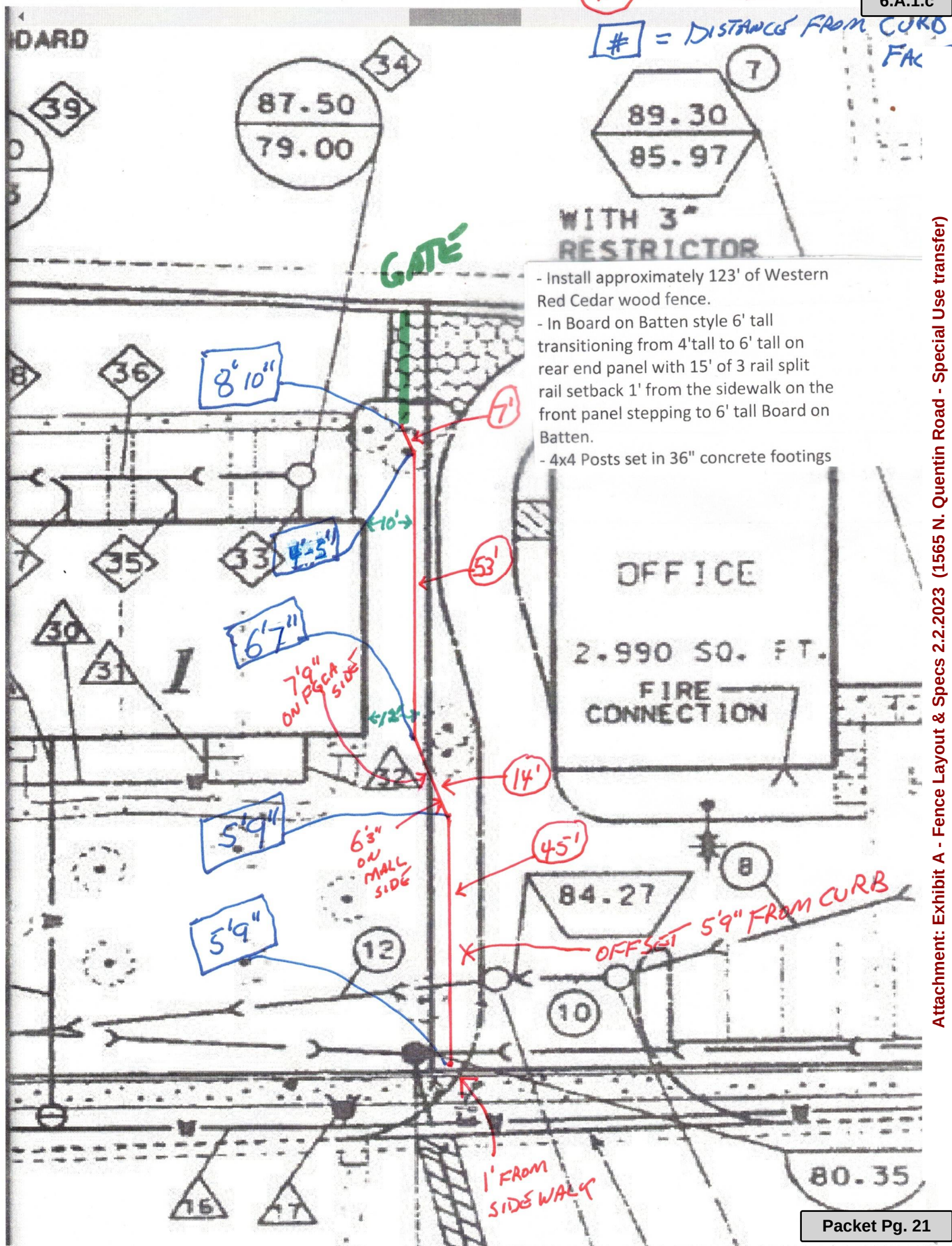
this ____ day of _____, 2023

Village Clerk

Attachment: ORD SUT 1565 N. Quentin Road (1565 N. Quentin Road - Special Use transfer)

X (#) = SECTION LENGTH
 (#) = DISTANCE FROM CURB FACE

6.A.1.c



- Install approximately 123' of Western Red Cedar wood fence.
- In Board on Batten style 6' tall transitioning from 4' tall to 6' tall on rear end panel with 15' of 3 rail split rail setback 1' from the sidewalk on the front panel stepping to 6' tall Board on Batten.
- 4x4 Posts set in 36" concrete footings

Attachment: Exhibit A - Fence Layout & Specs 2.2.2023 (1565 N. Quentin Road - Special Use transfer)

CR9, Inc.
PO Box 338
Itasca, IL 60143
(847) 921-9200
Email: crmadison@gmail.com

February 2, 2023

Village of Palatine
Mr. Reid Ottensen
200 E. Wood St.
Palatine, IL 60067

Via Email: rottesen@palatine.il.us, bvyverberg@palatine.il.us, abradshaw@palatine.il.us,
dsadik@palatine.il.us

Re: Fence Project @ Ellen Plaza Shopping Center & Forest Glen Community Property

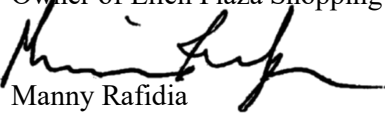
Please allow this correspondence to serve as my formal written commitment to complete the installation of the fence between the Ellen Plaza Shopping Center and the Forest Glen Community property, along with creating a designated outdoor location on the Shopping Center property for the clients of the Animal Hospital, as identified on the attached site plan.

It was agreed by Pamela Wilkinson at the Forest Glen Community Association that I will put the fencing up this spring, as the weather permits, with the Village Staff accepted fencing plan (attached) or such other fencing plan that is agreeable to all parties. I am 100% committed to completing the fence installation along with having this dedicated area on the Shopping Center property for the animals "rest area", as to deter the animals from utilizing the community's common space.

We will complete this project as soon as we have the proper permitting from the Village of Palatine.

Sincerely,

CR9, Inc.
Owner of Ellen Plaza Shopping Center


Manny Rafidia
President

Attachment: Exhibit B - Letter of Agreement re Fence (1565 N. Quentin Road - Special Use transfer)

Quentin Court – Proposed Fence



Ben Vyverberg

From: nick patel <400hillct@gmail.com>
Sent: Monday, January 30, 2023 2:57 PM
To: Ben Vyverberg
Cc: M. Rafidia; Doris Sadik; Alex Bradshaw
Subject: Re: 1565 N. Quentin Road

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

Hi Ben,

Sorry the delayed reply. Yes we intend to stick to the below mentioned requirements. Let us know if you need anything else.

Best regards,
 Purvi. Patel.

Sent from my iPhone

On Jan 27, 2023, at 10:53 AM, Ben Vyverberg <BVyverberg@palatine.il.us> wrote:

Manny and Purvi –

I apologize as the email was sent prior to its completion. Please see the underlined additions to the initial email. The February Village Council and Liquor Commission meeting dates have not been finalized and we will advise, once that date is finally determined.

Thank you,

Ben

From: Ben Vyverberg
Sent: Friday, January 27, 2023 10:48 AM
To: M. Rafidia <crmadison@gmail.com>; 400hillct@gmail.com
Cc: Doris Sadik <dsadik@palatine.il.us>; Alex Bradshaw <ABradshaw@palatine.il.us>
Subject: RE: 1565 N. Quentin Road

Good morning Manny and Purvi –

As a follow up to our discussions and review of the special use transfer the approved special use ordinance is attached for further review. The application indicates that there are no proposed changes to the business plan and floorplan, which will be presented to the Village Council when the transfers are reviewed. To that end, I know that you have already reviewed the required business plan information, but I wanted to reiterate it that the use of video surveillance and delivery time limitations are all part of

Attachment: Business Plan Confirmation (1565 N. Quentin Road - Special Use transfer)

the approved special use. The special use transfer application confirms that these requirements will be maintained. Please confirm your intended concurrence with these requirements.

Thank you,

Ben

Ben Vyverberg
 Director of Planning and Zoning
 Community Development Department
 Village of Palatine
 200 E. Wood Street
 Palatine, IL 60067

847-359-9048 (direct)
bvyverberg@palatine.il.us

<image001.png>

From: Ben Vyverberg
Sent: Thursday, January 5, 2023 12:14 PM
To: M. Rafidia <crmadison@gmail.com>; 400hillct@gmail.com
Cc: Doris Sadik <dsadik@palatine.il.us>; Alex Bradshaw <ABradshaw@palatine.il.us>
Subject: 1565 N. Quentin Road

Good morning Manny and Purvi –

Per my telephone conversation with Purvi later yesterday afternoon and the meeting this morning with Manny, the purpose of this email is to again restate that the required liquor license review and special use transfer for the liquor store will not be reviewed by the Liquor Commission and Village Council, until February. It is my understanding that the required liquor license materials were submitted over time, with the most recent paperwork and documents being submitted yesterday. As Liquor Licenses require both fingerprinting and background checks, there is simply not enough time for Staff to review this information, prior to this meeting.

Additionally, the commitment by the developer to install a fence benefiting the residential property to north will also be further memorialized when the special use transfer review goes before the Village Council next month. In the interim, we will advise you of any additional information coming from the liquor license review and advise of the meeting date in February, once determined.

Thank you,

Ben

Ben Vyverberg

Attachment: Business Plan Confirmation (1565 N. Quentin Road - Special Use transfer)

Director of Planning and Zoning
Community Development Department
Village of Palatine
200 E. Wood Street
Palatine, IL 60067

847-359-9048 (direct)

bvyverberg@palatine.il.us

<image001.png>



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)	
Purvi Nishant Patel		Inverness Wine & Spirits, Inc.	
Address		City/State/Zip Code	
400 Hill Ct.		Prospect Heights, IL 60070	
Telephone	Fax		
224-388-9463			
Email			
400hillct@gmail.com			
Subject Property Address			
1565 N. Quentin Road			
AUTHORIZED AGENT (if applicable)		Business Name (if applicable)	
Same as above			
Address		City/State/Zip Code	
Telephone	Fax		
Email			

Attachment: Special Use transfer application (1565 N. Quentin Road - Special Use transfer)



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):

Purvi Nishant Patel

Subject Property Address:

1565 N. Quentin Road

The owner(s) listed above are requesting that Special Use Ordinance # 0-89-22 be transferred from Munir Rafidia 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:

No changes to the business operation and/or floor plan.

An upscale wine and spirits store offering a variety of specialty and unique wines and alcoholic beverages including a variety of craft beers and tobacco products and sealed bar snacks. Hours of operation Mon-Thurs 11a-9p/Fri-Sat 11a-10p/Sun 12p-8p.

Number of employees 2

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



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.

Purvi Nishant Patel

11/23/22

Name

Date

Signature

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

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

Munir Rafidia

11/23/22

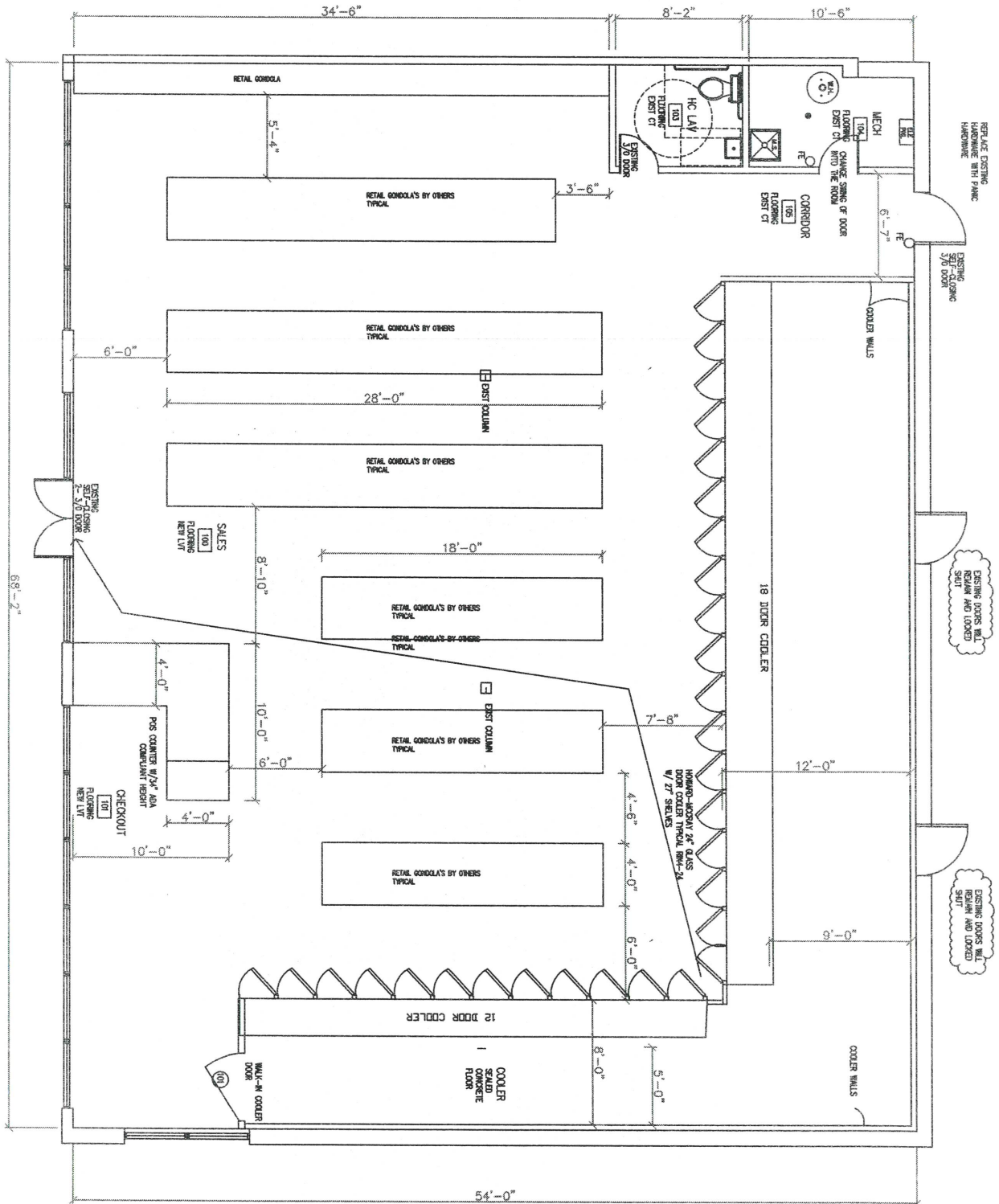
Name

Date

Signature

PROPOSED FLOOR PLAN

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



ORDINANCE NO. O-89-22

**AN ORDINANCE GRANTING A SPECIAL USE
1565 N. QUENTIN ROAD**

Attachment: O-089-22 - Special Use 1565 N. Quentin Road - SU (1565 N. Quentin Road - Special Use transfer)

**Published in pamphlet form by authority of the
Mayor and Village Council of the Village of Palatine
On September 12, 2022**

ORDINANCE NO. 0-89-22AN ORDINANCE GRANTING A SPECIAL USE
1565 N. QUENTIN ROAD

WHEREAS, pursuant to a petition and public hearing on July 26, 2022, 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 an order as provided, has held such public hearing and reported their findings relative to a request for Special Use to permit a package liquor store pursuant to Section 11.03 (d) (40) of the Palatine Zoning Ordinance, legally described property:

Lot 1 in Quentin Court Subdivision, being a subdivision in the Northwest 1/4 of Section 10, Township 42 North, Range 10, East of the Third Principal Meridian, according to the plat thereof recorded October 28, 1999, as Document No. 09016248, in Cook County, Illinois.

Commonly known as 1565 N. Quentin Road (PIN# 02-10-100-029-0000).

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 packaged liquor store pursuant to Section 11.03 (d) (40) of the Palatine Zoning Ordinance, subject to the following condition(s):

1. The Special Use shall substantially conform to the Business Plan (including hours of operation) and Floor Plan submitted by the Petitioner, Munir Rafidia, except as such plans may be changed to conform to Village of Palatine Codes and Ordinances.

Attachment: O-089-22 - Special Use 1565 N. Quentin Road - SU (1565 N. Quentin Road - Special Use transfer)

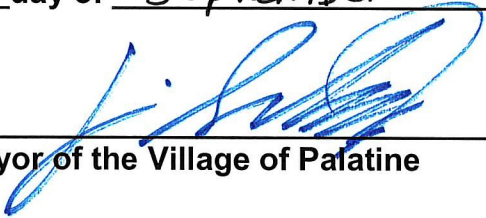
SECTION 2: That a copy of the public notice is attached hereto and form a part of this ordinance.

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 12 day of September, 2022

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

APPROVED by me this 12 day of September, 2022



Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk this

12 day of September, 2022



Village Clerk

Attachment: O-089-22 - Special Use 1565 N. Quentin Road - SU (1565 N. Quentin Road - Special Use transfer)

Ellen Plaza

June 24, 2022

1557 – 1589 N. Quentin Rd, Palatine, IL 60074

Business Plan:

Inverness Wine & Spirits

Dear Mayor and Board of Trustees,

Please see attached business plan and layout of proposed wine and spirit facility at 1565 N. Quentin Rd, Palatine, IL 60074.

We are proposing to seek a full liquor license to sell high end wine, spirits, and craft beer. We believe we will attract business from Inverness, Barrington, and Palatine areas. Our hours of operation will be:



This establishment will employ four part-time employees and three full-time employees. All employees will have a basset certificate from the Village of Palatine in order to be hired for work. We will diligently check every person's I.D. regardless of their age and set high standards for the workplace environment. Also, this establishment will be ADA compliant.

Furthermore, we are installing a surveillance system throughout the place to cover the entrance and exits. The system will save surveillance footage for approximately 30 days. The deliveries will be limited between 1-3PM daily and will be delivered through the back door. Lastly, we will sell candy, snacks (e.g chips, peanuts, etc.), and soft drinks.

We hope that you will approve our above request.

Please do not hesitate to contact me at (847) 921-9200 or crmadison@gmail.com.

Kind regards,
Manny Rafidia

Attachment: O-089-22 - Special Use 1565 N. Quentin Road - SU (1565 N. Quentin Road - Special Use transfer)

Please find my responses below to address the concerns presented by the Residential Board for the townhomes to the north of the property.

We intend to dispose of the trash and recycling in the following manner. We will store all cardboard broken down boxes, etc., in the premises and have a nightly service for disposal of all discarded cardboard/recycling materials. The store will produce a minimum amount of trash, which will be disposed of in a regular 96-gallon container and picked up on the same weekly schedule as the other tenants at the property.

Images of the interior window signage is attached; one logo will be placed in every other window pane.

With regards to ownership experience. The owner, Manny Rafidia, has opened multiple wine & spirit stores, Armanetti Beverage Mart in Roselle along with the buildout of Armanetti's in Bartlett and the Wine Cellar in Palatine. Manny has several family members along with the younger generation as part of his real estate and retail business operations. Jeremy and Amir Rafidia, sons of Manny along with Henry and Mark Rafidia, Manny's nephews and Manny's brother Ed Rafidia, who is also a partner in all real estate owned, including Ellen Plaza. In addition, Manny has opened many restaurants, including One Taco Dos Tequilas located at 375 W. Northwest Hwy. in Palatine which is estimated to generate approximately two million dollars in sales this year. Also, the newly opened Hot Pockets Sports Bar located at 365 W. Northwest Hwy. with estimated annual sales to be approximately two million dollars.

Both Manny and his brother Ed have over 40 years of both real estate and retail business experience. The family members help operate all the business and Manny will assign one member to perform the day-to-day operations.

We are open to working with the neighboring townhome board members on our hours of operation. We propose our hours of operation Monday-Thursday 11:00 am-9:00 pm, Friday-Saturday 11:00 am-10:00 pm and Sunday from 12:00 pm-8:00 pm.

To address the issues of traffic from cars attempting to utilize the rear gated-drive that connect the two adjacent properties, there is a gate that is locked by the home owner's association. If it is required to have any additional security measures taken other than the currently locked gate, we are willing to work with the association. Manny has been in contact with Pamela Wilkinson, President of Forest Glen Association and a situation was discussed about an issue they have had from the Animal Hospital, as to where there were droppings from the pets on their property, it was suggested that we put up a fencing barrier between the properties to eliminate this issue.

In conclusion, we believe the Ellen Plaza had suffered from high vacancies throughout the years and an upscale fine wine and spirits store will help create a stable, long term and viable business in the neighborhood. Manny and his team have successfully purchased distressed shopping centers in Addison, Roselle, Bartlett and Montgomery and has performed a complete over hall, not only in beautifying the centers but also obtaining long term, reputable tenants in these centers. We hope this will address the concerns the association have and would like to reiterate that we are more than willing to work with the association to respond and resolve any further concerns.

Consider an Ordinance Increasing the Number of Class D (Restaurant) Liquor Licenses by One for Relish Catering Kitchen Located at 512 W. Northwest Highway

BACKGROUND:

Palatine Park District recently entered into a license agreement with Catering With Relish, Inc. d/b/a Relish Catering Kitchen to operate a food and beverage concessions at the Palatine Hills Golf Course Club House. The establishment plans on being fully operational seasonally in conjunction with the golf course. The hours of operation are 6:30 AM - 9PM, seven days a week. Petitioner, John Eggert, wishes to apply for a Class D (Restaurant) Liquor License with permitted hours from Sunday - Wednesday 6:00 AM - 1:00 AM and Thursday - Saturday 6:00 AM - 2:00 AM.

KEY ISSUES:

- Increase Class D (Restaurant) Liquor License by one.

ALTERNATIVES:

1. Approve the Ordinance increasing the number of Class D Liquor Licenses by one.
2. Do not approve the Ordinance increasing the number of Class D Liquor Licenses by one.

RECOMMENDATION:

Action is at the discretion of the Committee.

ACTION REQUIRED:

Action is at the discretion of the Committee.

ATTACHMENTS:

- ORD Increase Class D Liquor - Relish Catering Kitchen
- Floor Plan, Menu & Letter

ORDINANCE NO. _____

**CONSIDER AN ORDINANCE AMENDING THE CODE OF ORDINANCES
CHAPTER 3, SECTION 3-35 LIQUOR LICENSES INCREASING CLASS D
(RESTAURANT) LIQUOR LICENSES BY ONE FOR
RELISH CATERING KITCHEN, 512 W. NORTHWEST HIGHWAY**

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:

SECTION 1: That the Code of Ordinances of the Village of Palatine, Illinois, as amended, be and the same is hereby further amended by increasing the number of Class “D” Liquor Licenses listed in Section 3-35 Chapter 3 by one for a total of 35 for Relish Catering Kitchen located at 512 W. Northwest Highway.

SECTION 2: That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

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

PASSED this _____ day of _____, 2023

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

APPROVED by me this _____ day of _____, 2023

Mayor of the Village of Palatine

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

Village Clerk



19 W. Wise Road
Schaumburg, IL 60193
847-352-8840

January 25th 2023

To Whom It May Concern:

Attached is our application to obtain a liquor license for Palatine Hills Golf Club Located at 512 W. Northwest Highway, Palatine, Illinois 60067.

We are applying for a Class D Restaurant liquor license. Our Hours of operation at Palatine Hills will be from 6:30am-9pm 7 days a week. We plan on being fully operational seasonally in conjunction with the golf course.

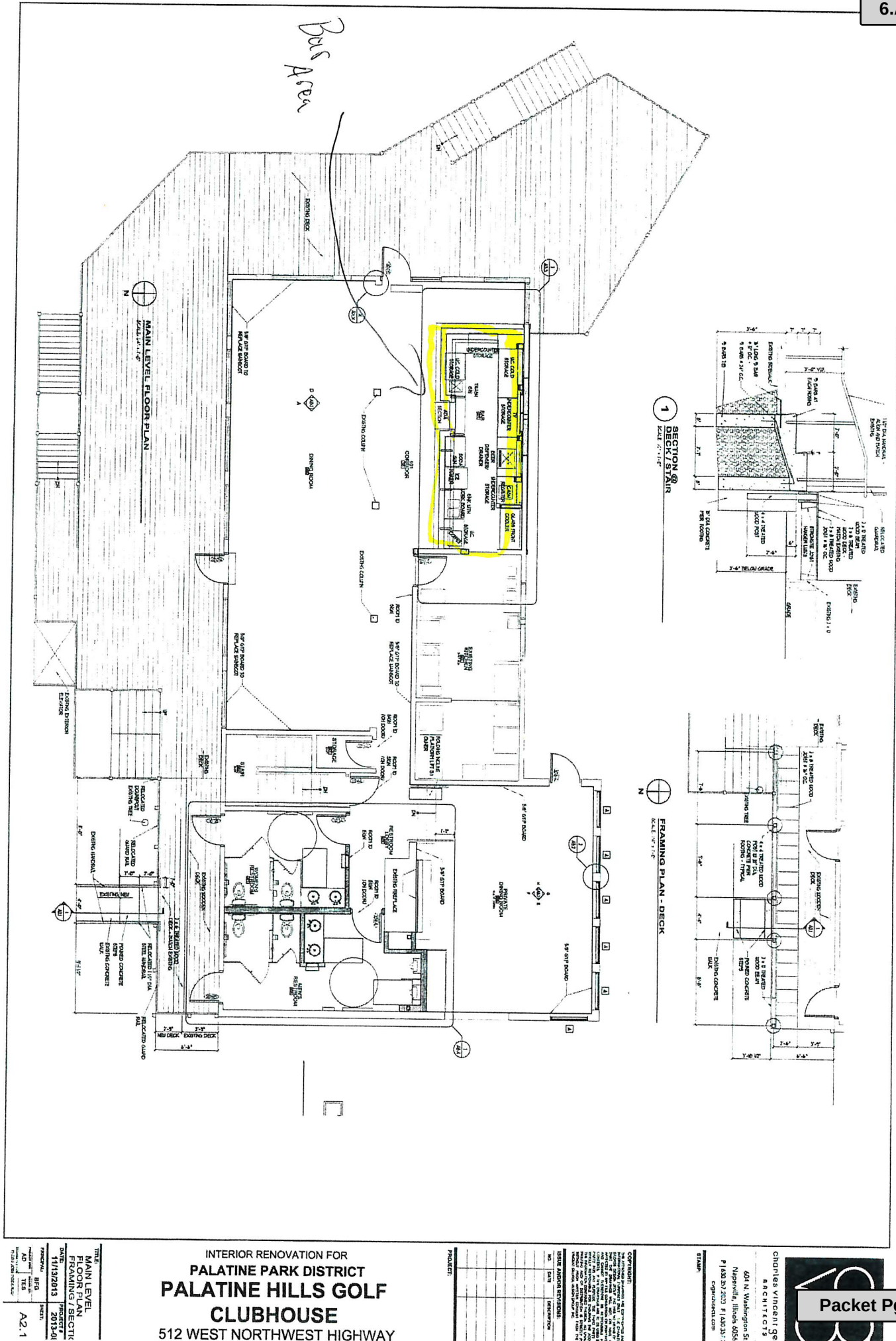
We have included the application as well as all the required documents that are laid out in the application checklist.

Please let me know if there is any additional information needed to complete this application.

Thank you for your time and consideration when it comes to our application. We look forward to working with you in this process!

Sincerely,

John C Eggert III
President
Relish Catering Kitchen



RELISH ON THE 19TH

BREAKFAST

2X2X2 **\$10**

Two Eggs Any Style, Two Pieces of Toast Two Meats and an Order of Hashbrowns,

BREAKFAST BURRITO **\$10**

Flour Tortilla, Scrambled Eggs, Sautéed Peppers and Onions, Cheddar Cheese, Hashbrowns and Your Choice of Bacon Sausage or Chorizo

BREAKFAST SANDWICH **\$10**

One Egg Your Way, American Cheese, Bacon Sausage or Ham On English Muffin or Croissant

CHEESE OMELET **\$9**

A Shredded Cheddar and Swiss

DENVER OMELET **\$12**

Bell Pepper, Ham, Onion, Swiss

SPANISH OMELET **\$12**

Chorizo, Peppers, Onions, Shredded Cheddar

Omeletes are served with Hashbrowns and Toast

ON THE SIDE

Three Slices of Bacon/ Two Sausage Patties **\$4**

Hash Browns **\$3**

Toast **\$2**

2 Eggs Your Way **\$4**

SMALL BITES

BUFFALO WINGS **\$ 14**

8 Wings, Choice of Ranch or Bleu Cheese, Celery Sticks

CHICKEN TENDER BASKET **\$10**

5 Crispy Chicken Tenders

NACHOS SUPREME **\$13**

Corn Tortilla Chips, Lettuce, Tomato, Salsa, Jalapeño, Refried Beans, Sour Cream and Shredded Cheese

Add Chicken, Beef or Chorizo **\$3**

MOZZARELLA STICKS **\$11**

8 Pieces with Marinara

QUESADILLA **\$10**

Flour Tortilla Stuffed with Sautéed Peppers and Onions

Add Chicken, Beef or Chorizo **\$3**

BASKET OF FRIES **\$5**

CHIPS & SALSA **\$6**

BOWL OF CHILI **\$8**

BEVERAGES

Fountain **\$3**

Soda/ Lemonade/ Iced Tea **\$3**

16oz Coffee **\$3**

RELISH ON THE 19TH

BURGERS & SANDWICHES

SERVED WITH YOUR CHOICE OF FRIES OR CHIPS

CLASSIC BURGER \$15

1/2 Pound Patty Topped with American Cheese, Lettuce, Tomato, Pickles on Toasted Brioche Bun

SMOKEHOUSE BURGER \$17

1/2 Pound Patty Topped with BBQ Sauce, Bacon, Grilled Onions, Cheddar Cheese On a Toasted Brioche Bun

RUBEN \$14

Corned Beef Topped with Sauerkraut, 1000 Island, Swiss On Toasted Marble Rye

PATTY MELT \$15

1/2 Pound Patty Topped with American Cheese, Grilled Onions on Toasted Marble Rye

TUNA MELT \$12

Tuna Salad, American Cheese, Pickle Tomato On Toasted White Bread

19TH HOLE CLUB \$14

Roasted Turkey or Sliced Ham, Topped with Lettuce Tomato Bacon and Mayo On Toasted White Bread

GREENS

Ranch/Bleu Cheese/Balsamic/1000 Island

CALIFORNIA COBB \$15

Mixed Greens Topped with Tomato, Cucumber, Avocado, Bacon, Bleu Cheese, Hard Boiled Egg. Add Chicken Breast \$3

GARDEN SALAD \$8

Mixed Greens Topped with Croutons, Cucumber, Tomato, Red Onion, Black Olive & Choice of Dressing

BUFFALO CHICKEN SALAD \$15

Mixed Greens Topped with Diced Buffalo Chicken, Bacon, Bleu Cheese Ranch

THE CALIFORNIA \$15

Grilled Chicken or Sliced Turkey, Topped with Avocado Bacon Monterey Jack Cheese Chipotle Mayo Served on a Brioche Bun

GRILLED CHEESE \$8

Add Bacon and Tomato \$3

BUFFALO CHICKEN SANDWICH \$14

Buffalo Chicken Topped with Lettuce, Tomato Ranch and Red Onion Served on Ciabatta

DELI SANDWICH \$14

Choice of Protein: Ham, Turkey, Chicken Salad, Tuna Salad, Topped with Lettuce and Tomato with your Choice of Bread: White Wheat, Rye

BLT \$12

Bacon Lettuce Tomato and Mayo On Toasted White Bread

HOT DOG OR BRAT \$8

CHEF SALAD \$15

Mixed Greens Topped with Ham, Turkey, Swiss, Tomato, Cucumber, and Hard Boiled Egg

SOUTHWEST SALAD \$16

Mixed Greens Topped with Grilled Chicken Tortilla Strips, Black Beans, Corn, Cucumber, Tomato, Red onion and Cheese Served with a Southwest Dressing

RELISH ON THE 19TH

16 OZ DRAFT BEER \$4

MILLER LITE
BLUE MOON
STELLA ARTOIS
GUINNESS
HEINEKEN
CORONA

CANNED BEER & SELTZER \$4.50

MILLER LIGHT
MGD
BUD LITE
BUDWISER
CORONA
MICALOB ULTRA
WHITE CLAW
HIGH NOON

COCKTAILS

JOHN DALY \$7
Sweet Tea, Lemonade and Vodka
SUMMER BREW \$8
Lemonade Beer and Vodka
CLASSIC OLD FASHINED \$8
FRESH FRUIT MARGARITA \$8
TRANSFUSION \$8
Vodka Mixed with Grape Juice and
Ginger Ale

WINE BY THE GLASS \$6

CABERNET
PINOT NOIR
MERLOT
ROSE
PINOT GRIGIO
CHARDONNAY
BRUT SPARKLING WINE

Consider a Motion to Approve the Temporary Closure of Streets for the St. Patrick's Day Parade and a Waiver of the Village's Sound Amplification Ordinance for a St. Paddy's Party at 180 N. Smith Street on Saturday, March 11, 2023

BACKGROUND:

The Petitioners, Durty Nellies and Vicarious Multimedia, wish to hold their annual St. Patrick's Day Parade event on Saturday, March 11, 2023. Parade setup would begin at 6 AM and the parade would kick off at 11 AM. In addition, Durty Nellies is proposing a post parade event in their parking lot.

KEY ISSUES:

- The event organizers wish to hold a St. Patrick's Day parade between Village Hall and Durty Nellies, and are seeking approval for the temporary closure of streets for staging as well as for the parade route.
- Staging for the parade would occur along Oak Street (in the school driveway and the St. Paul United Church parking lot). The proposed route is west on Wood Street (from Village Hall), then north on Smith Street ending at Colfax Street. This is consistent with the route used in past years.
- *The event organizers are in the process of seeking approval from both the St. Paul United Church of Christ and School District 15 (Sanborn School) to utilize their properties for staging.*
- *A draft list of conditions has been prepared, which includes the requirement for Durty Nellies and Vicarious Multimedia to reimburse the Village for any Police/Fire/Public Works services for the event. Additionally, the Village Manager shall have the authority to cancel the parade in the event of inclement weather.*
- In addition to the parade, Durty Nellies (located at 180 N. Smith Street) is proposing a post parade event in their parking lot. The event will include a tent and some live music performances. The music will occur from Noon to 10:30 PM, with the tent remaining open until Midnight. Therefore, they are requesting a waiver of the Village's Sound Amplification Ordinance from Noon to 10:30 PM on March 11, 2023. There will be no Irish Market this year.

ALTERNATIVES:

1. Approve the temporary closure of streets for the St. Patrick's Day Parade.
2. Refer back to Staff with comments.

RECOMMENDATION:

Action is at the discretion of the Committee.

ACTION REQUIRED:

Motion to approve the temporary closure of streets for the 'St. Patrick's Day Parade' and a waiver of the Village's Sound Amplification Ordinance for a 'St. Paddy's Party' at 180 N. Smith Street all on Saturday, March 11, 2023.

ATTACHMENTS:

- Durty Nellies St. Pat's Parade Application



Hello!

At the request of the Village of Palatine, we would like to notify you that the St. Patrick's Day parade, presented by Durty Nellie's, will take place Saturday, March 11, 2023 from 11 a.m. until approximately 12:15 p.m. and will be following the attached route.

While we are sorry for any temporary inconvenience this may cause for you – we are also thrilled to be able to continue this popular downtown Palatine tradition that showcases our community and all that makes it a truly special place!

We hope that you will consider attending the parade, as well as the other Irish-themed activities and events planned to honor St. Patrick at Durty Nellie's. Please visit DurtyStPats.com for more information on all that is planned!

If you have any questions or concerns, please feel to contact Susan Storelli at the Village of Palatine at 847-359-9028 or Jim Dolezal of Durty Nellies 847-358-9150.

Thank you,

James Dolezal

Durty Nellie's

VILLAGE OF PALATINE SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-8094

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

GENERAL EVENT INFORMATION

Name of Event

Durty Nellie's St. Patrick's Parade

Exact Address of Event

Downtown Palatine

Type of Event (Check all applicable)

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

Date(s) of Event

Saturday, March 11 2023

Hours of Event

11am-130pm

Total Hours (Step-up - Tear down)

6am-3pm

Phone number/website for publication

224-633-3120 / DurtyStPats.com

Estimated attendance

3,500

Last years actual attendance

2,000

Describe the event's community and/or cultural benefit

The St. Patrick's Parade, produced in a partnership with Durty Nellie's and Vicarious Multimedia,



SPONSORING ORGANIZATION INFORMATION

Name of Sponsoring Organization

Durty Nellie's Traditional Irish Pub

Contact person from Sponsoring Organization

James Dolezal

Sponsoring Organization Address

180 N. Smith Street

City

Palatine

Zip

60067

Phone Number

847-341-9150

E-Mail

james@durtynellies.com

Website

DurtyStPats.com

ORGANIZER/COORDINATOR INFORMATION

Name of Organizer/Coordinator

Melanie Santostefano-Vicarious Multimedia

E-mail

melanie@vicariousmm.com

Organizer/Coordinator Address

3400 W. Stonegate Boulevard, Suite 101

City

Arlington Heights

Zip

60005

Phone Number

224-633-3120

Cell Phone Number

312-719-2332

Fax Number

please scan and email docs

EMERGENCY CONTACT INFORMATION

Name of Emergency Contact

Shawn Jackson

E-mail

shawn@vicariousmm.com

Emergency Contact Address

247 N. Brockway Street

City

Palatine

Zip

60067

Phone Number (24hours)

224-633-3120

Cell Phone Number

773-354-9748

Fax Number

please scan and email docs

VILLAGE OF PALATINE

SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT

Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

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

EVENT OVERVIEW

Are you providing/serving food at your event that is considered potentially hazardous, being prepared on-site, or being re-packed and sold in bulk?

☐ Yes ☒ No

If yes, how many vendors? _____

Below are some foods exempt from a permit (not all are listed):
-Pre-packaged, non-potentially hazardous foods (i.e. packaged cookies, chips, crackers, bread, etc.)
-Non-potentially hazardous, minimally cut, unprocessed fruits or vegetables (i.e. apples, bananas, etc.)

QUESTIONS ON WHAT QUALIFIES AS EXEMPT? CALL (847) 359-9090.

Each vendor must submit a Temporary Food Event Permit Application 14 days prior to the event. Applications can be found at:
https://permits.palatine.il.us/EnerGov_Prod/SelfService/PalatineLProd#/home
Questions? Contact (847) 359-9090. Please see application for full details on what is required.

Are you erecting either: (1) tent(s) larger than 20'x40' (or 800 sq. ft.) or (2) that accommodates more than 100 people or (3) temporary structure(s) (i.e. stage) taller than 2' in height or (4) that will be equipped with temporary electrical power?

☒ Yes ☐ No

If yes, you must submit a Temporary Structure Permit Application 30 days prior to the event. Applications can be found at:
https://permits.palatine.il.us/EnerGov_Prod/SelfService/PalatineLProd#/home
Questions? Contact (847) 359-9037. Electric submissions are required. Please see application for full details on what is required.

Are you serving alcoholic beverages at your event?

☐ Yes ☒ No

Alcohol vendors must submit a Special Event Liquor License 60 days prior to the event. You must obtain a Special Event Liquor License for each liquor vendor. Applications can be found at:
<http://www.palatine.il.us/events/forms/applications.aspx>.
Questions? Contact (847) 359-9031.

Will the event include a Race/Walk or Parade?

☒ Yes ☐ No

If yes, you must complete, Page 3, Section 1.

Will electronic sound amplification equipment or a public address system be used at the event?

☐ Yes ☒ No

If yes, you must complete, Page 3, Section 2.

Are you utilizing any public parking lots, Village streets or other Village property for your event?

☒ Yes ☐ No

If yes, you must complete, Page 3, Section 3.

ACKNOWLEDGEMENT/SIGNATURE

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

James C Dolezal
Signature of Organizer

1-18-23
Date

Application must include the following documentation

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

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

APPLICATIONS WITH MISSING INFORMATION WILL NOT BE PROCESSED.

VILLAGE OF PALATINE SPECIAL EVENT PERMIT APPLICATION

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

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

Name of Event

Durty Nellie's St. Patrick's Parade

SECTION 1: RACE/WALK, PARADE INFORMATION

☐ Not Applicable

Starting Location

Wood and Oak streets

Ending Location

Wood and Smith streets

Approximate Number of Attendees (runners/marchers)

300

Approximate Number of Vehicles (cars/floats)

100

Location of Assemble (Registration)

Wood and Oak streets

Location of Personal Vehicle Parking

Cutting Hall - Park District parking lot

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

SECTION 2: NOISE CONTROL PLAN

☒ Not Applicable

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

Amplified sound will be used from: (am/pm)

Amplified sound will be used to: (am/pm)

Describe the sound system(s)

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

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

SECTION 3: PARKING LOT/PROPERTY USAGE/CLOSURE INFORMATION

☐ Not Applicable

Public Parking Lot / Property Intended for "Event"

Lot Number or Location

Date of Closure

Time of Closure

Date to Reopen

Time of Reopen

See Parade Route Attached

3/11/23

6am

1pm

See Parade Route Attached

See Parade Route Attached

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

VILLAGE OF PALATINE

SPECIAL EVENT PERMIT APPLICATION

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

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

SECTION 4: INDEMNITY/HOLD HARMLESS AGREEMENT

Name of Sponsoring Organization

Durty Nellie's

Name of Event

Durty Nellie's St. Patrick's Parade

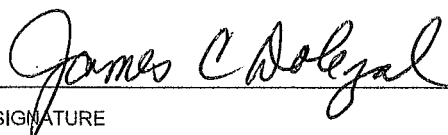
Date(s) of Event

March 11, 2023

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

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

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



SIGNATURE

James Dolezal

Co-Owner

1/16/23

PRINT NAME

TITLE/POSITION

DATE

SECTION 5: INSURANCE REQUIREMENTS

INSURANCE REQUIREMENTS

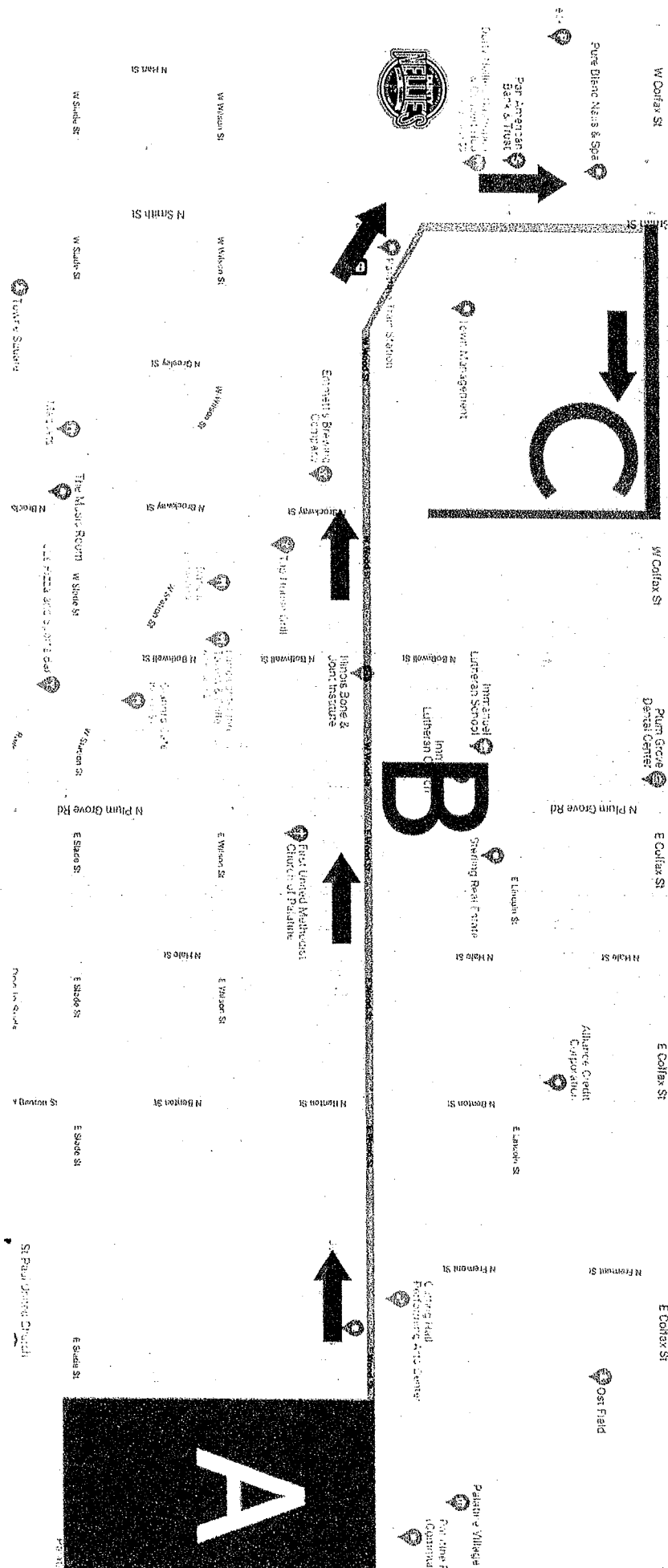
Sponsoring Organization will be required to provide an original Certificate of Insurance, as well as the additional insured endorsement evidencing the following insurance minimums: Commercial General Liability - minimum \$1,000,000 per occurrence. Final acceptance of applicant is contingent on applicant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

Attachment: Durty Nellie's St. Pat's Parade Application (Durty Nellie's St. Patrick's Day Parade 2023)



ST. PATRICKS DAY PARADE ROUTE

Attachment: Durty Nellies St. Pat's Parade Application (Durty Nellies' St. Patrick's Day Parade 2023)



A = Staging Area
B = Parade Route
C = Dispersement Area

Parade will begin at Oak and Wood streets and proceed west to Smith Street. Then disperse north and east on Colfax Street. Please exit safely in nearby low traffic areas!

Consider a Motion Approving a Waiver of the Village of Palatine's Sound Amplification Ordinance for the St. Pat's Celebration on March 10 and 11, 2023 at Tap House Grill, 56 W. Wilson Street

BACKGROUND:

Tap House Grill is proposing to host a St. Pat's Party on Friday March 10 and Saturday March 11, 2023. The event will be held in a portion of the Tap House Grill parking lot with live music/band Friday night. Saturday day and night there will be live music and DJ and Irish-themed food and beer. The proposed hours for the event are Friday, 6 PM - 11 PM, Saturday, 10 AM - 10 PM.

KEY ISSUES:

- The proposed event will consist of a tent (40' x 80') and a small stage area. The tent would be in the parking lot on the east side of their building. The parking lot would be closed Friday, March 10, at 8 AM and reopen on Monday, March 13, at 9 AM.
- The proposed (revised) hours for 2022 are:***

<u>Date of Event:</u>	<u>Tent Hours:</u>	<u>Sound Waiver Hours:</u>
March 10 (Fri)	6 PM - 11 PM	7 PM - 11 PM
March 11 (Sat)	10 AM - 10 PM	10 AM - 10 PM

- The proposed hours are similar with what the Village Council last approved for the same event in 2022.

ALTERNATIVES:

- Approve a waiver of the Sound Amplification Ordinance for the St. Pat's Party at Tap House Grill on Friday and Saturday, March 10 and 11, 2023.
- Do not approve a waiver of the Sound Amplification Ordinance for the St. Pat's Party at Tap House Grill on Friday and Saturday March 10 and 11, 2023.

RECOMMENDATION:

Staff recommends action at the discretion of the Village Council.

ACTION REQUIRED:

Action is at the discretion of the Village Council.

ATTACHMENTS:

- Tap House St. Pats Celebration

VILLAGE OF PALATINE SPECIAL EVENT PERMIT APPLICATION

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

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

GENERAL EVENT INFORMATION

Name of Event

ST PATS CELEBRATION

Exact Address of Event

56 WILSON STREET

Type of Event (Check all applicable)

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

Date(s) of Event

3/10/23
3/11/23

Hours of Event

6pm to 11pm
10am to 10pm

Total Hours (Step-up - Tear down)

Phone number/website for publication

THETAPHOUSEGRILL.COM

Estimated attendance

400

Last years actual attendance

400

Describe the event's community and/or cultural benefit

SPONSORING ORGANIZATION INFORMATION

Name of Sponsoring Organization

TAP HOUSE GRILL

Contact person from Sponsoring Organization

SCOTT WARD

Sponsoring Organization Address

56 W WILSON STREET

City

PALATINE

Zip

60067

Phone Number

312 307 5511

E-Mail

SCOTT@FOURNAPKIN.COM THETAPHOUSEGRILL.COM

Website

ORGANIZER/COORDINATOR INFORMATION

Name of Organizer/Coordinator

SCOTT WARD

E-mail

SCOTT@FOURNAPKIN.COM

Organizer/Coordinator Address

8057 RFD

City

LONG GROVE

Zip

60047

Phone Number

Cell Phone Number

312 307 5511

Fax Number

EMERGENCY CONTACT INFORMATION

Name of Emergency Contact

SCOTT WARD

E-mail

Emergency Contact Address

City

Zip

Phone Number (24hours)

Cell Phone Number

312 307 5511

Fax Number

VILLAGE OF PALATINE SPECIAL EVENT PERMIT APPLICATION

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

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

EVENT OVERVIEW

Are you providing/serving food at your event that is considered potentially hazardous, being prepared on-site, or being re-packed and sold in bulk?

☒ Yes ☐ No

Below are some foods exempt from a permit (not all are listed):
-Pre-packaged, non-potentially hazardous foods (i.e. packaged cookies, chips, crackers, bread, etc.)
-Non-potentially hazardous, minimally cut, unprocessed fruits or vegetables (i.e. apples, bananas, etc.)

QUESTIONS ON WHAT QUALIFIES AS EXEMPT? CALL (847) 359-9090.

If yes, how many vendors? _____

Each vendor must submit a Temporary Food Event Permit Application 14 days prior to the event. Applications can be found at:
https://permits.palatine.il.us/EnerGov_Prod/SelfService/PalatineILProd#/home
Questions? Contact (847) 359-9090. Please see application for full details on what is required.

Are you erecting either: (1) tent(s) larger than 20'x40' (or 800 sq. ft.) or (2) that accommodates more than 100 people or (3) temporary structure(s) (i.e. stage) taller than 2' in height or (4) that will be equipped with temporary electrical power?

☒ Yes ☐ No

If yes, you must submit a Temporary Structure Permit Application 30 days prior to the event. Applications can be found at:
https://permits.palatine.il.us/EnerGov_Prod/SelfService/PalatineILProd#/home
Questions? Contact (847) 359-9037. Electric submissions are required. Please see application for full details on what is required.

Are you serving alcoholic beverages at your event?

☒ Yes ☐ No

Alcohol vendors must submit a Special Event Liquor License 60 days prior to the event. You must obtain a Special Event Liquor License for each liquor vendor. Applications can be found at:
<http://www.palatine.il.us/events/forms/applications.aspx>
Questions? Contact (847) 359-9031.

Will the event include a Race/Walk or Parade?

☐ Yes ☒ No

If yes, you must complete, Page 3, Section 1.

Will electronic sound amplification equipment or a public address system be used at the event?

☒ Yes ☐ No

If yes, you must complete, Page 3, Section 2.

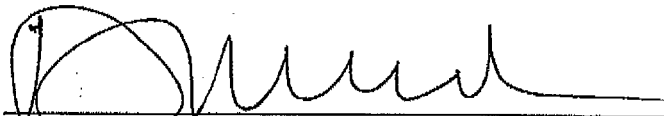
Are you utilizing any public parking lots, Village streets or other Village property for your event?

☐ Yes ☒ No

If yes, you must complete, Page 3, Section 3.

ACKNOWLEDGEMENT/SIGNATURE

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



Signature of Organizer

3/15/23
Date

Application must include the following documentation

- ☐ Special Event Application (Page 1, 2, 3, 4)
 - ☐ Certificate of Insurance (see Section 5)
 - ☐ Site Plan and/or Race/Parade Route Map
- *You MUST submit a new site plan or parade/race route on an annual basis.**

APPLICATIONS WITH MISSING INFORMATION WILL NOT BE PROCESSED.

VILLAGE OF PALATINE SPECIAL EVENT PERMIT APPLICATION

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

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

Name of Event

ST Pats Weekend Celebration

SECTION 1: RACE/WALK/PARADE INFORMATION ☒ Not Applicable

Starting Location

Ending Location

Approximate Number of Attendees (runners/marchers)

Approximate Number of Vehicles (cars/floats)

Location of Assemble (Registration)

Location of Personal Vehicle Parking

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

SECTION 2: NOISE CONTROL PLAN ☐ Not Applicable

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

Amplified sound will be used from: (am/pm)

Amplified sound will be used to: (am/pm)

3/10/23 7pm
Describe the sound system(s)

3/11/23 10am

3/10/23 11pm

3/11/23 10pm

DJ & BANDS Music through speakers in the tent
SOUND STAGE IS ON NORTH END FACING SOUTH

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

VOLUME Controlled by TapHouse Grill MANAGEMENT

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

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

Public Parking Lot / Property Intended for "Event"

Lot Number or Location

Date of Closure

Time of Closure

Date to Reopen

Time of Reopen

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

VILLAGE OF PALATINE SPECIAL EVENT PERMIT APPLICATION

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

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

SECTION 4: INDEMNITY/HOLD HARMLESS AGREEMENT

Name of Sponsoring Organization

Tap House Grill Palatine

Name of Event

ST Pats Weekend

Date(s) of Event

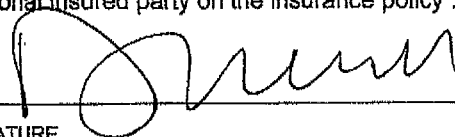
3/11 + 3/11 2023

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

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

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

SIGNATURE



SCOTT WANO

OWNER

3/15/23

PRINT NAME

TITLE/POSITION

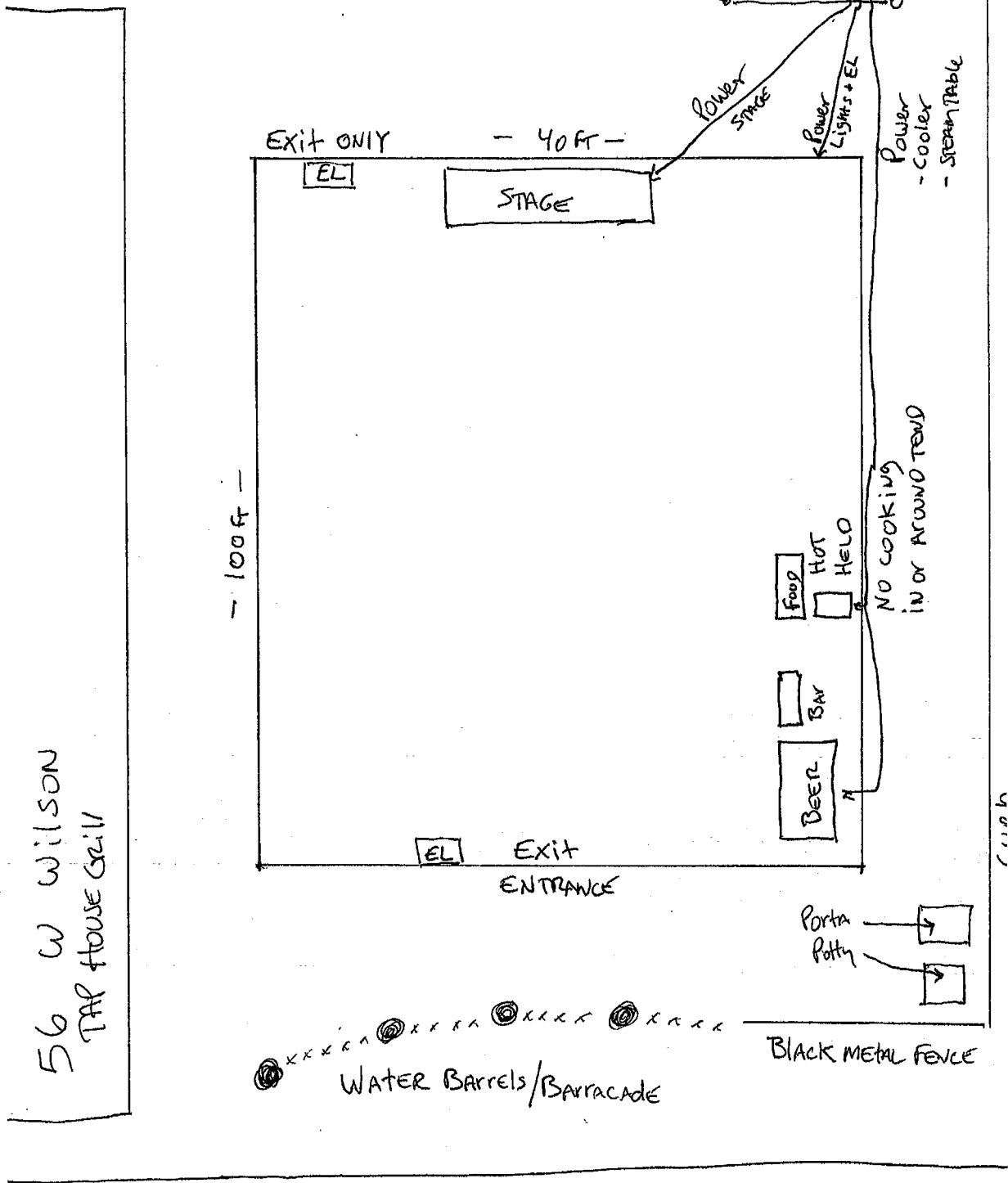
DATE

SECTION 5: INSURANCE REQUIREMENTS

INSURANCE REQUIREMENTS

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

Attachment: Tap House St. Pats Celebration (Tap House Grill - St Pat's Celebration 2023)



Consider a Motion to Approve Items Related to the Village of Palatine's 2023 Street Fest

BACKGROUND:

The Village of Palatine has begun planning for the 23rd annual Downtown Palatine Street Fest on August 25 - 27, 2023.

KEY ISSUES:

Staff felt that the “refreshed” area around Towne Square, as the 'Backyard Patio', was very successful in 2022 and we plan to continue to make that even better in 2023. This area historically housed the Kid Zone. The following approvals are being requested in conjunction with the proposed 2023 Downtown Palatine Street Fest event:

1. Temporary waiver of the sound amplification ordinance for live music and performances;
2. Waiver of fees for Village services, permits, and licenses;
3. Waiver of the building construction hours;
4. Temporary closure of public streets from 5 AM on Friday, August 25 until noon on Monday, August 28;
5. Temporary Closure of Parking Lot G (main stage) beginning on Thursday, August 24 as well as Village Lots I (staging area), J (dumpsters), K and L (event set up and handicapped parking) beginning on Friday, August 25 through Monday, August 28. In addition, there will be several areas in which on-street parking will also be blocked off to accommodate the event;
6. A motion authorizing the Village Manager to enter into contracts/agreements related to the 2023 Downtown Palatine Street Fest, subject to review and approval by the Village Attorney. Any contracts/agreements related to the event will include language addressing cancellation due to Covid-19 and related issues;
7. If there is space available, the Village may allow food vendors from outside the Village of Palatine to participate in the event;
8. Continuing in Towne Square with the "Backyard Patio" themed area which includes: sponsor tents, backyard games (cornhole, bocce ball etc.), children's entertainment and satellite bar; and
9. A motion authorizing Staff to request a Class E Temporary Liquor License for the purpose of selling alcoholic beverages.

ALTERNATIVES:

1. Approve the 2023 Downtown Palatine Street Fest.
2. Refer back to Staff with comments.

RECOMMENDATION:

Staff recommends approval of the 2023 Downtown Palatine Street Fest.

ACTION REQUIRED:

A motion to approve the Annual Downtown Palatine Street Fest and related requests.

ATTACHMENTS:

- Street Fest 2023 Memo
- Palatine 2022 Map 8.11.22

MEMORANDUM

Date: January 9, 2023

To: Reid Ottesen, Village Manager

From: Hadley Skeffington-Vos, Deputy Village Manager

Re: Street Fest 2023



The following approvals are being sought in connection with the Village's 2023 Downtown Palatine Street Fest:

1. Temporary waiver of the sound amplification ordinance for the live music and performances during the following hours:
 - **Friday, August 25:** 12 PM – 12 AM
 - **Saturday, August 26:** 8 AM – 12 AM
 - **Sunday, August 27:** 8 AM – 6 PM

***Note:** The earlier time from the actual event start times is for sound checks and for other events such as the Bike Race, Pet Parade and other activities.*
2. Waiver of Fees for Village services, permits, and licenses.
3. Waiver of the Building Construction Hours for the following:
 - **Wednesday, August 23:** Construction of tents to begin at 7 AM and continue throughout Friday morning.
 - **Thursday, August 24:** Construction of tents and stage to begin at 6 AM and continue throughout Friday morning.
 - **Sunday, August 27:** Removal of tents and stage between 8 PM to 12 AM.
4. Temporary Closure of On-Street Parking from **Wednesday, August 23** at 5 AM to **Monday, August 28** at 12 PM as follows:
 - Slade Street (north side between Greeley St. and Brockway St., south side between Smith St. and Brockway St.)
 - Greeley Street (east and west sides between Slade St. and Palatine Rd.)
 - Brockway Street (east side between Slade St. and railroad tracks)
5. Public street closures from **Friday, August 25** at 5 AM to **Monday, August 28** at 12 PM as follows:
 - **Slade Street** – between Smith Street and Bothwell Street
 - **Greeley Street** – between Palatine Road and Wilson Street
 - **Brockway Street** - between Palatine Road and Railroad Tracks
 - **Railroad Avenue** – between Plum Grove Road and Bothwell Street
 - **Bothwell Street** – Between Palatine Road and Railroad Avenue
 - **Wilson Street** – between Smith Street and Greeley Street
 - **Smith Street** – between Palatine Road and Wood Street (only temporarily if needed in event of an emergency or for the bike race or 5K)

Attachment: Street Fest 2023 Memo (2023 Street Fest)

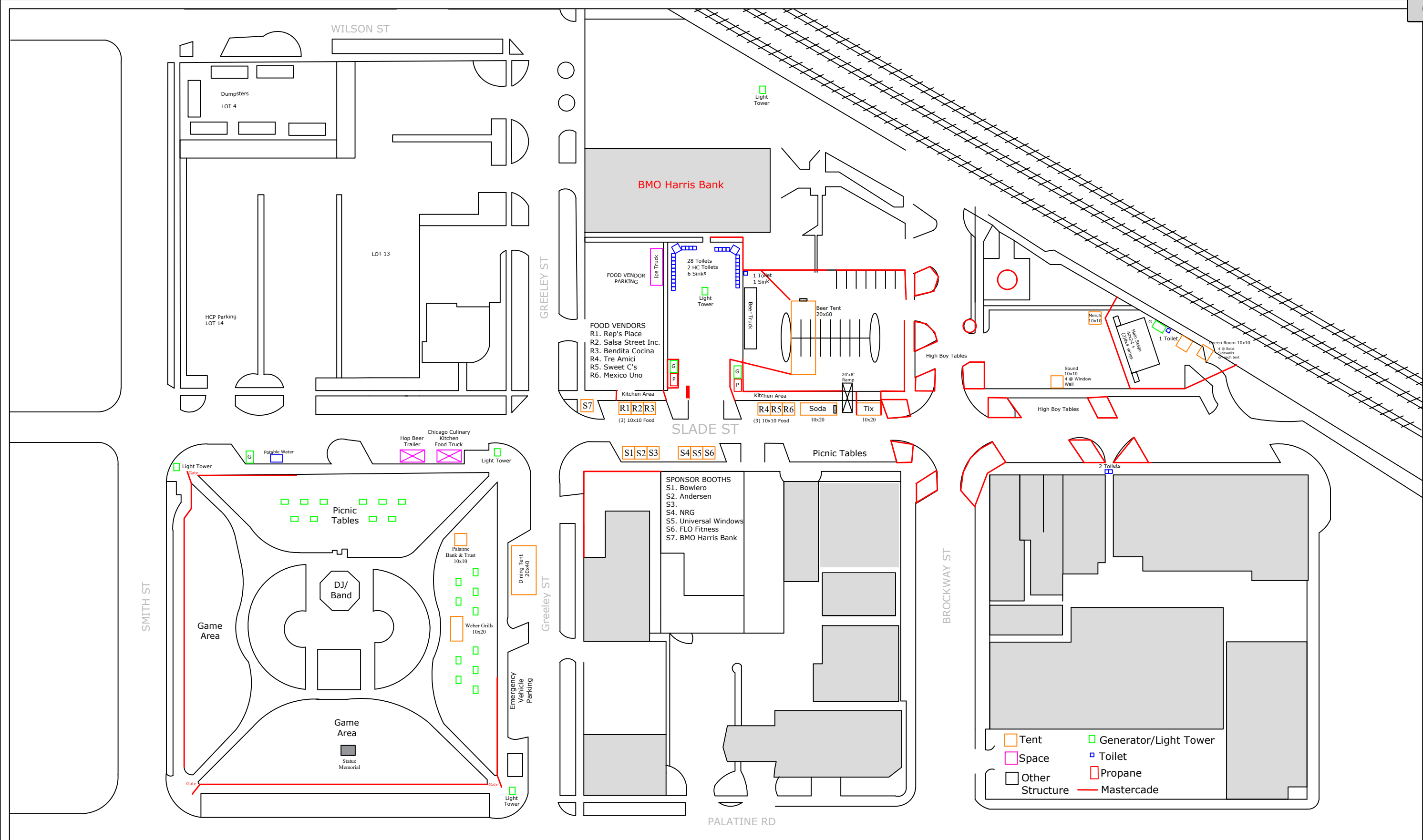
6. Temporary Closure of Commuter Parking Lots
- **Parking Lot I:** Friday, August 25 at 5 AM through Monday, August 28 at 12 PM for Village staff staging area.
 - **Parking Lot J:** Friday, August 25 at 5 AM through Monday, August 28 at 12 PM to accommodate garbage dumpsters.
 - **Parking Lot G:** Thursday, August 24 at 5 AM through Monday, August 28 at 12 PM to accommodate the construction of the main stage.
 - **Parking Lots K & L:** Friday, August 25 at 5 AM through Monday, August 28 at 12 PM to accommodate handicapped parking and event set up.

7. A motion authorizing the Village Manager to enter into contracts/agreements related to the 2023 Downtown Palatine Street Fest. In conjunction with the 2023 Downtown Palatine Street Fest, the Village will need to enter into a number of contracts or agreements which may exceed \$20,000. All expenses have been funded as part of the CY 2022 budget.

The contracts and/or agreements may include, but are not limited to, the following (cost estimate):

- Tent, table, chair rental (\$25,000)
- Portable Restrooms (\$10,000)
- Fencing (\$5,000)
- Beverages – Beer, Wine, Pop, Water (\$60,000)
- Main Stage Entertainment (Bands, Stage, Lighting) (\$65,000)
- Printed Promotional Materials (\$1,000)
- Backyard Lounge Entertainment, Furniture & Games (\$10,000)
- Generators (\$5,500)
- General Supplies and Miscellaneous Rentals (\$5,000)
- Event Operation, Labor, Support, Security (\$20,500)
- Street Fest Sponsorship Agreements

8. A motion to authorize a Class E Temporary Liquor License for the purpose of selling alcoholic beverages during the following hours:
- **Friday, August 25:** 5 PM – 12 AM
 - **Saturday, August 26:** 11 AM – 12 AM
 - **Sunday, August 27:** 11 AM – 6 PM



Drafted by: Alan Weusthoff
11x17
Sheet: 1 of 1



Draft Date: August 11, 2022
Palatine Street Fest 2022
Event Date: Aug. 26–28, 2022

Consider a Motion to Award a Contract for the 2023 Street Resurfacing Program

BACKGROUND:

On a yearly basis, the Village of Palatine undertakes a street resurfacing program designed to achieve the Village's stated goal of having all streets at the "good" level as defined by the COE-APWA Micro Paver Program.

Forty-three sections of streets were identified for resurfacing, totaling approximately 41,586 feet or 7.88 miles. In addition, the proposed work includes inlet repairs, sidewalk replacement for ADA accessible ramps, curb/gutter replacement, installation of new concrete edging on non-curbed streets, along with base course repairs.

When estimating cost escalations compared to last year, increases of over 20% were anticipated. While unit costs for asphalt increased 20% and concrete increased by 40%, the overall blended increase of the low bid was slightly under a 10% increase.

KEY ISSUES:

- The street resurfacing program's major funding source is State Motor Fuel Tax (MFT) fund, thus bidding and contract awards must be in accordance with IDOT procedures.
- On Tuesday, January 31, 2023, four bids were received that were properly prepared, with affidavits completed and signatures executed, and therefore found to be compliant.
- The 2023 program budget is \$3,666,828. The low bid is 16.5% under the 2023 Adopted Budget.
- Arrow Road Construction Company of Elk Grove Village, Illinois submitted the lowest compliant bid in the amount of \$3,033,821.38.
- The savings of approximately \$580,000 are split between Water Fund savings (\$287,000) and local capital improvement funds (\$293,000).

ALTERNATIVES:

1. Award the contract for the 2023 Street Resurfacing Program to Arrow Road Construction.
2. Refer back to Staff with comments.

RECOMMENDATION:

It is recommended that the contract for the 2023 Street Resurfacing Program be awarded to Arrow Road Construction of Elk Grove Village, Illinois in the amount of \$3,033,821.38.

BUDGET IMPACT:

Funds have been budgeted in the 2023 Capital Improvement Program. The low compliant bid will result in a savings of approximately \$580,000. \$287,000 is from Water Fund savings and \$293,000 are local funds.

ACTION REQUIRED:

Motion to award the contract for the 2023 Street Resurfacing Program to Arrow Road

Construction Company of Elk Grove Village, Illinois in the amount of \$3,033,821.38.

ATTACHMENTS:

- 2023 Street Resurfacing Sections
- Bid Tabulation

2023 STREET RESURFACING SECTIONS

	<u>Street Name</u>	<u>From</u>	<u>To</u>
1	ANDERSON DRIVE	WILLIAMS DRIVE	WINSTON DRIVE
2	ANDERSON DRIVE	WINSTON DRIVE	WILKE ROAD
3	ARLENE AVENUE	JOYCE AVENUE	PATRICIA LANE
4	ASPEN COURT	DUNDEE ROAD	CUL-DE-SAC
5	AVONDALE DRIVE	WELLINGTON DRIVE	SMITH STREET
6	BOTHWELL STREET	PALATINE ROAD	HELEN ROAD
7	CHARTER HALL DRIVE	NORTHWEST HIGHWAY	DEER RUN DRIVE
8	CLYDE COURT	KENILWORTH AVENUE	CUL-DE-SAC SOUTH
9	COOLIDGE AVENUE	DEAD END NORTH	MYRTLE STREET
10	CRABTREE DRIVE	DUNDEE ROAD	NORTH STREET
11	DIANE DRIVE	418 E. DIANE DRIVE	CUL-DE-SAC
12	EVERGREEN COURT	QUENTIN ROAD	CUL-DE-SAC
13	FERN COURT	PLUM GROVE ROAD NORTH	PLUM GROVE ROAD SOUTH
14	GARDEN AVENUE	SMITH STREET	PEPPER TREE DRIVE
15	GARDEN AVENUE	PEPPER TREE DRIVE	N. OAK STREET
16	GREENLEAF COURT	ILLINOIS AVENUE	CUL-DE-SAC
17	HAMPTON PLACE	KENILWORTH AVENUE WEST	KENILWORTH AVENUE EAST
18	HARRISON COURT	KENILWORTH AVENUE	CUL-DE-SAC
19	HARRISON AVENUE	GLENCOE ROAD	KENILWORTH AVENUE
20	HELEN ROAD	CEDAR STREET	SALT CREEK BRIDGE
21	HELEN ROAD	SALT CREEK BRIDGE	PLUM GROVE ROAD
22	HOME AVENUE	HICKS ROAD	LARKSPUR LANE
23	HUNTING COURT	HUNTING DRIVE	CUL-DE-SAC
24	JACK PINE COURT	NORTH STREET	CUL-DE-SAC SOUTH
25	KENSINGTON COURT	WHYTECLIFF ROAD	CUL-DE-SAC SOUTH
26	KITSON DRIVE	WILLIAMS DRIVE	WILLIAMS DRIVE
27	KRAML COURT	GLENCOE ROAD	CUL-DE-SAC
28	MAPLE STREET	SLADE STREET	PALATINE ROAD
29	MERYLS COURT	ROSILAND DRIVE	CUL-DE-SAC
30	MERYLS TERRACE	ROSILAND DRIVE	RUHL ROAD
31	NICHOLS ROAD	OLD HICKS ROAD	N. BALDWIN ROAD
32	NORTH STREET	CRABTREE DRIVE	PALOS AVENUE
33	OLD MILL DRIVE	PEPPER TREE DRIVE	CUNNINGHAM DRIVE
34	ROSE STREET	PALATINE ROAD	JOHNSON STREET
35	SMITH STREET	DEAD END NORTH	BRYANT AVENUE
36	STUART LANE	DORSET AVENUE	BENNETT AVENUE
37	STUART LANE	BENNETT AVENUE	GILBERT ROAD
38	THREE WILLOW COURT	ILLINOIS AVENUE	CUL-DE-SAC
39	WELLINGTON COURT	WELLINGTON DRIVE	CUL-DE-SAC NORTH
40	WELLINGTON DRIVE	AVONDALE DRIVE	SMITH STREET
41	WEST ELM STREET	COVE DRIVE	COOLIDGE AVENUE
42	WESTMORELAND DRIVE	OLD HICKS ROAD	NICHOLS ROAD
43	WINTERHAVEN COURT	DORSET AVENUE	CUL-DE-SAC SOUTH

TABULATION OF BIDS

FOR

2023 STREET RESURFACING PROGRAM

DPW - 2311

SHEET 1 OF 1

SECTION NO. 23-00000-00-GM

COMPUTED BY MAG

**BID
OPENING**

DATE: January 31, 2023

TIME: 11:00 AM

PLACE: Community Room A

				Engineer's Estimate		Arrow Road Construction Co. 1445 Oakton Street Elk Grove Village IL 60007 (847) 437-0700		Builders Paving, LLC 4401 W. Roosevelt Road Hillside, IL 60162 (847) 419-9000		Peter Baker & Son Company 1349 Rockland Road, Lake Bluff IL 60044-0187 (847) 362-3663		R.W. Dunteman Company 600 S Lombard Road, Addison IL 60101 (630) 953-1500	
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	HOT-MIX ASPHALT SURFACE REMOVAL, 2"	SQ YD	131,580	\$3.30	\$434,214.00	\$0.70	\$92,106.00	\$0.88	\$115,790.40	\$2.95	\$388,161.00	\$4.63	\$609,215.40
2	HOT-MIX ASPHALT BINDER COURSE, IL-9.5, N50	TON	5,526	96.25	531,877.50	88.10	486,840.60	115.00	635,490.00	92.00	508,392.00	99.00	547,074.00
3	BITUMINOUS MATERIALS (TACK COAT)	LBS	88,818	0.10	8881.80	0.01	888.18	0.01	888.18	0.01	888.18	0.50	44,409.00
4	HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, MIX D, N50	TON	11,055	92.00	1,017,060.00	90.95	1,005,452.25	100.00	1,105,500.00	92.00	1,017,060.00	94.00	1,039,170.00
5	CLASS D PATCHES, TYPE III, 6"	SQ YD	147	52.50	7,717.50	1.00	147.00	8.00	1,176.00	75.00	11,025.00	68.50	10,069.50
6	CLASS D PATCHES, TYPE IV, 6"	SQ YD	1,645	51.15	84,141.75	1.00	1,645.00	8.00	13,160.00	61.00	100,345.00	57.00	93,765.00
7	SUBGRADE REMOVAL AND REPLACEMENT	CU YD	33	63.25	2,087.25	1.00	33.00	50.00	1,650.00	25.00	825.00	83.00	2,739.00
8	THERMOPLASTIC PAVEMENT MARKINGS - LINE 4"	FOOT	2,464	1.40	3,449.60	1.15	2,833.60	1.15	2,833.60	1.15	2,833.60	1.15	2,833.60
9	THERMOPLASTIC PAVEMENT MARKINGS - LINE 6"	FOOT	4,965	1.95	9,681.75	1.55	7,695.75	1.55	7,695.75	1.55	7,695.75	1.55	7,695.75
10	THERMOPLASTIC PAVEMENT MARKINGS - LINE 12"	FOOT	354	3.85	1,362.90	3.00	1,062.00	3.00	1,062.00	3.00	1,062.00	3.00	1,062.00
11	THERMOPLASTIC PAVEMENT MARKINGS - LINE 24"	FOOT	946	7.75	7,331.50	6.00	5,676.00	6.00	5,676.00	6.00	5,676.00	6.00	5,676.00
12	PREFORMED THERMOPLASTIC PAVEMENT MARKINGS - LETTERS & SYMBOLS	SQ FT	53	55.00	2,887.50	6.00	315.00	6.00	315.00	6.00	315.00	6.00	315.00
13	STRUCTURES TO BE ADJUSTED	EACH	166	330.00	54,780.00	275.00	45,650.00	250.00	41,500.00	400.00	66,400.00	400.00	66,400.00
14	STRUCTURES TO BE RECONSTRUCTED	EACH	1	1,125.00	1,125.00	1,285.00	1,285.00	1,500.00	1,500.00	1,650.00	1,650.00	1,650.00	1,650.00
15	FRAMES AND LIDS TO BE ADJUSTED	EACH	2	478.50	957.00	495.00	990.00	500.00	1,000.00	550.00	1,100.00	550.00	1,100.00
16	FRAMES AND LIDS TO BE ADJUSTED, SPECIAL	EACH	86	715.00	61,490.00	625.00	53,750.00	610.00	52,460.00	900.00	77,400.00	900.00	77,400.00
17	FRAMES AND LIDS, TYPE 1 TO BE REPLACED	EACH	1	385.00	385.00	450.00	450.00	500.00	500.00	455.00	455.00	455.00	455.00
18	FRAMES AND GRATES, SPECIAL TO BE REPLACED	EACH	82	450.00	36,900.00	462.00	37,884.00	460.00	37,720.00	650.00	53,300.00	650.00	53,300.00
19	INLETS, TYPE A WITH FRAME AND GRATE, SPECIAL	EACH	5	1,400.00	7,000.00	1,570.00	7,850.00	1,500.00	7,500.00	4,250.00	21,250.00	4,250.00	21,250.00
20	COMBINATION CONCRETE CURB AND GUTTER REMOVAL AND REPLACEMENT	FOOT	26,600	25.00	665,000.00	28.60	760,760.00	30.00	798,000.00	27.50	731,500.00	33.25	884,450.00
21	TYPE B GUTTER, SPECIAL	FOOT	4,538	24.50	111,181.00	29.25	132,736.50	30.00	136,140.00	33.00	149,754.00	32.15	145,896.70
22	INTEGRAL CURB REMOVAL	FOOT	1,680	4.50	7,560.00	3.25	5,460.00	10.00	16,800.00	5.00	8,400.00	9.75	16,380.00
23	COMBINATION CONCRETE CURB AND GUTTER, TYPE B6.12	FOOT	1,680	20.00	33,600.00	25.00	42,000.00	30.00	50,400.00	30.00	50,400.00	33.30	55,944.00
24	PORTLAND CEMENT CONCRETE BASE COURSE REPLACEMENT, 6"	SQ YD	102	18.50	1,887.00	12.00	1,224.00	45.00	4,590.00	65.00	6,630.00	77.25	7,879.50
25	TIE-BARS, NO. 6 X 18", EPOXY COATED	EACH	544	6.35	3,454.40	7.00	3,808.00	3.00	1,632.00	5.00	2,720.00	12.30	6,691.20
26	PORTLAND CEMENT CONCRETE SIDEWALK REMOVAL AND REPLACEMENT, 5"	SQ FT	6,325	7.25	45,856.25	8.00	50,600.00	8.00	50,600.00	9.75	61,668.75	9.70	61,352.50
27	DETECTABLE WARNINGS	SQ FT	910	25.00	22,750.00	25.00	22,750.00	25.00	22,750.00	34.50	31,395.00	36.25	32,987.50
28	HOT-MIX ASPHALT DRIVEWAY PAVEMENT REMOVAL AND REPLACEMENT	SQ YD	1,425	57.00	81,225.00	69.50	99,037.50	70.00	99,750.00	70.00	99,750.00	45.70	65,122.50
29	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT REMOVAL AND REPLACEMENT, 6"	SQ YD	1,110	63.00	69,930.00	75.00	83,250.00	70.00	77,700.00	72.00	79,920.00	87.50	97,125.00
30	ADDITIONAL TOPSOIL AND SEED	FOOT	4,538	3.50	15,883.00	4.00	18,152.00	1.75	7,941.50	3.25	14,748.50	3.20	14,521.60
31	ADDITIONAL TOPSOIL AND SOD	SQ YD	760	18.15	13,794.00	11.00	8,360.00	20.00	15,200.00	29.50	22,420.00	23.00	17,480.00
32	MAIL BOX RELOCATIONS	EACH	23	125.00	2,875.00	25.00	575.00	100.00	2,300.00	60.00	1,380.00	220.75	5,077.25
33	TRAFFIC CONTROL AND PROTECTION	L SUM	1	135,000.00	135,000.00	52,555.00	52,555.00	382,779.57	382,779.57	190,358.00	190,358.00	26,654.00	26,654.00
AS READ						\$3,033,821.38		\$3,700,000.00		\$3,716,877.78		\$4,023,141.00	
TOTALS				\$3,483,325.70									
AS CORRECTED													
PROPOSAL GUARANTEE						5% BID BOND		5% BID BOND		5% BID BOND		5% BID BOND	
COMMENTS													

Attachment: Bid Tabulation (2023 Street Resurfacing Program)

Consider a Motion to Approve a Contract for the 2023 Supplemental Street Resurfacing Project

BACKGROUND:

The 2023 resurfacing program received a low bid approximately \$580,000 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 tentatively scheduled for resurfacing in 2024 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 collector roadways, add concrete edging streets, and 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 their recent bid, be managed in the same way, and have no perceived disconnect to the motoring public.

KEY ISSUES:

- Awarding the entire base bid and the proposed supplemental contract results in an additional 11 sections of roadway to be improved from the original 2023 plan. This results in streets contemplated for resurfacing in 2025 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 resurfacing funds available due to our competitive results.
- After the award of the base bid, approximately \$580,000 are available split between Water Fund savings (\$287,000) and local capital improvement funds (\$293,000).
- Approximately \$415,000 of the available resources (\$287,000 from the Water Fund and \$128,000 of local capital improvement funds) are recommended in the supplemental contract.
- Approximately \$165,000 of project savings are recommended to be held in abeyance for project contingency and to address road project needs with additional bids later this year.

ALTERNATIVES:

1. Approve the separate, no-bid contract with Arrow Road Construction.
2. Refer back to Staff with comments.

RECOMMENDATION:

Staff recommends approval of a contract for the Supplemental Street Resurfacing with Arrow Road Construction Company of Elk Grove Village, Illinois in the amount not to exceed \$415,000.

BUDGET IMPACT:

Funds are available in the 2023 Capital Improvement Program to accomplish this work.

ACTION REQUIRED:

Motion to approve the separate, no-bid contract for the Supplemental Street Resurfacing with Arrow Road Construction Company of Elk Grove Village, Illinois in the amount not to exceed \$415,000.

ATTACHMENTS:

- 2023 Street Resurfacing Sections Supplemental
- 2023 Supplemental Street Resurfacing Bid Tab

2023 STREET RESURFACING SECTIONS – SUPPLEMENTAL

	<u>Street Name</u>	<u>From</u>	<u>To</u>
1	BENTON COURT	BENTON STREET	CUL-DE-SAC
2	BENTON STREET	ILLINOIS AVENUE	WILMETTE AVENUE
3	BENTON STREET	WILMETTE AVENUE	BENTON COURT
4	BISHOP COURT	HUNTING DRIVE	CUL-DE-SAC
5	GARDENIA LANE	OLD HICKS ROAD	N. BALDWIN ROAD
6	HAIG COURT	WESTMORELAND DRIVE	CUL-DE-SAC
7	KENILWORTH AVENUE	ROSELLE ROAD	WHITEHALL DRIVE
8	KENILWORTH AVENUE	WHITEHALL DRIVE	HARRISON AVENUE
9	PORTAGE COURT	NORTH STREET	CUL-DE-SAC
10	RIDGE TRAIL	SMITH STREET	CUL-DE-SAC
11	VENTURA DRIVE	MONTEREY ROAD	MILL VALLEY ROAD

				Engineer's Estimate		Arrow Road Construction Co. 1445 Oakton Street Elk Grove Village IL 60007 (847) 437-0700							
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	HOT-MIX ASPHALT SURFACE REMOVAL, 2"	SQ YD	18,314	0.70	12,819.80								
2	HOT-MIX ASPHALT BINDER COURSE, IL-9.5, N50	TON	769	88.10	67,748.90								
3	BITUMINOUS MATERIALS (TACK COAT)	LBS	12,362	0.01	123.62								
4	HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, MIX D, N50	TON	1,538	90.95	139,881.10								
5	CLASS D PATCHES, TYPE III, 6"	SQ YD	30	1.00	30.00								
6	CLASS D PATCHES, TYPE IV, 6"	SQ YD	100	1.00	100.00								
8	THERMOPLASTIC PAVEMENT MARKINGS - LINE 4"	FOOT	4,812	1.15	5,533.80								
9	THERMOPLASTIC PAVEMENT MARKINGS - LINE 6"	FOOT	4,873	1.55	7,553.15								
10	THERMOPLASTIC PAVEMENT MARKINGS - LINE 12"	FOOT	153	3.00	459.00								
11	THERMOPLASTIC PAVEMENT MARKINGS - LINE 24"	FOOT	142	6.00	852.00								
12	PREFORMED THERMOPLASTIC PAVEMENT MARKINGS - LETTERS & SYMBOLS	SQ FT	74	6.00	441.00								
13	STRUCTURES TO BE ADJUSTED	EACH	3	275.00	825.00								
15	FRAMES AND LIDS TO BE ADJUSTED	EACH	1	495.00	495.00								
16	FRAMES AND LIDS TO BE ADJUSTED, SPECIAL	EACH	11	625.00	6,875.00								
17	FRAMES AND LIDS, TYPE 1 TO BE REPLACED	EACH	1	450.00	450.00								
18	FRAMES AND GRATES, SPECIAL TO BE REPLACED	EACH	1	462.00	462.00								
20	COMBINATION CONCRETE CURB AND GUTTER REMOVAL AND REPLACEMENT	FOOT	1,975	28.60	56,485.00								
21	TYPE B GUTTER, SPECIAL	FOOT	1,921	29.25	56,189.25								
26	PORTLAND CEMENT CONCRETE SIDEWALK REMOVAL AND REPLACEMENT, 5"	SQ FT	900	8.00	7,200.00								
27	DETECTABLE WARNINGS	SQ FT	120	25.00	3,000.00								
28	HOT-MIX ASPHALT DRIVEWAY PAVEMENT REMOVAL AND REPLACEMENT	SQ YD	160	69.50	11,120.00								
29	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT REMOVAL AND REPLACEMENT, 6"	SQ YD	230	75.00	17,250.00								
30	ADDITIONAL TOPSOIL AND SEED	FOOT	1,921	4.00	7,684.00								
32	MAIL BOX RELOCATIONS	EACH	14	25.00	350.00								
33	TRAFFIC CONTROL AND PROTECTION	L SUM	1	10,000.00	10,000.00								
TOTALS				AS READ									
				AS CORRECTED	413,927.62								
PROPOSAL GUARANTEE													
COMMENTS													

Packet Pg. 6

Consider an Ordinance Approving a Special Use Transfer to Permit the Operation of a Package Liquor Store at 1565 N. Quentin Road

BACKGROUND:

The Special Use for a package liquor store (Inverness Wine and Spirits) was approved in September 2022. The developer applied for a building permit and subsequently completed the build out of the tenant space. Prior to opening the new store, the initial Petitioner requested to transfer the Special Use to allow a new operator to run the store:

Special Use Transfer of Special Use #O-89-22 to permit the operation of a package liquor store at 1565 N. Quentin Road.

KEY ISSUES:

- The Subject Property, zoned Planned Development, received Special Use approval for a liquor store in 2022 (Ordinance #O-89-22).
- Other than the change in ownership, the Petitioner is not proposing any changes to the business. Staff conducted a specific review of the business plan requirements (delivery schedule, use of video surveillance, and the hours of operation) with the proposed transferee and they stated their compliance with the previously approved business and operational plans.
- Any changes to the floor plan or business operations would require additional Village review. Staff also advised the Petitioner about the Village's temporary sign regulations as part of the Special Use transfer application process.
- In response to screening questions and concerns raised during the initial Special Use review, the shopping center owner committed to install a fence between the shopping center and the residential development to the north. The shopping center owner and the HOA of the residential development to the north have both agreed on a specific fencing plan, and the shopping center owner has agreed to pay for its installation. This commitment is reflected in a condition of the Special Use transfer ordinance.

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 1565 N. Quentin Road.

ACTION REQUIRED:

A motion to approve the Special Use Transfer of Ordinance #O-89-22 to Inverness Wine and Spirits (Purvi Nishant Patel) to permit the operation of a package liquor store (Inverness Wine and Spirits) at 1565 N. Quentin Road.

Consider an Ordinance Increasing the Number of Class D (Restaurant) Liquor Licenses by One for Relish Catering Kitchen Located at 512 W. Northwest Highway

BACKGROUND:

Palatine Park District recently entered into a license agreement with Catering With Relish, Inc. d/b/a Relish Catering Kitchen to operate a food and beverage concessions at the Palatine Hills Golf Course Club House. The establishment plans on being fully operational seasonally in conjunction with the golf course. The hours of operation are 6:30 AM - 9PM, seven days a week. Petitioner, John Eggert, wishes to apply for a Class D (Restaurant) Liquor License with permitted hours from Sunday - Wednesday 6:00 AM - 1:00 AM and Thursday - Saturday 6:00 AM - 2:00 AM.

KEY ISSUES:

- Increase Class D (Restaurant) Liquor License by one.

ALTERNATIVES:

1. Approve the Ordinance increasing the number of Class D Liquor Licenses by one.
2. Do not approve the Ordinance increasing the number of Class D Liquor Licenses by one.

RECOMMENDATION:

Action is at the discretion of the Committee.

ACTION REQUIRED:

Action is at the discretion of the Committee.

Consider a Motion to Approve the Temporary Closure of Streets for the St. Patrick's Day Parade and a Waiver of the Village's Sound Amplification Ordinance for a St. Paddy's Party at 180 N. Smith Street on Saturday, March 11, 2023

BACKGROUND:

The Petitioners, Durty Nellies and Vicarious Multimedia, wish to hold their annual St. Patrick's Day Parade event on Saturday, March 11, 2023. Parade setup would begin at 6 AM and the parade would kick off at 11 AM. In addition, Durty Nellies is proposing a post parade event in their parking lot.

KEY ISSUES:

- The event organizers wish to hold a St. Patrick's Day parade between Village Hall and Durty Nellies, and are seeking approval for the temporary closure of streets for staging as well as for the parade route.
- Staging for the parade would occur along Oak Street (in the school driveway and the St. Paul United Church parking lot). The proposed route is west on Wood Street (from Village Hall), then north on Smith Street ending at Colfax Street. This is consistent with the route used in past years.
- *The event organizers are in the process of seeking approval from both the St. Paul United Church of Christ and School District 15 (Sanborn School) to utilize their properties for staging.*
- *A draft list of conditions has been prepared, which includes the requirement for Durty Nellies and Vicarious Multimedia to reimburse the Village for any Police/Fire/Public Works services for the event. Additionally, the Village Manager shall have the authority to cancel the parade in the event of inclement weather.*
- In addition to the parade, Durty Nellies (located at 180 N. Smith Street) is proposing a post parade event in their parking lot. The event will include a tent and some live music performances. The music will occur from Noon to 10:30 PM, with the tent remaining open until Midnight. Therefore, they are requesting a waiver of the Village's Sound Amplification Ordinance from Noon to 10:30 PM on March 11, 2023. There will be no Irish Market this year.

ALTERNATIVES:

1. Approve the temporary closure of streets for the St. Patrick's Day Parade.
2. Refer back to Staff with comments.

RECOMMENDATION:

Action is at the discretion of the Committee.

ACTION REQUIRED:

Motion to approve the temporary closure of streets for the 'St. Patrick's Day Parade' and a waiver of the Village's Sound Amplification Ordinance for a 'St. Paddy's Party' at 180 N. Smith Street all on Saturday, March 11, 2023.

Consider a Motion Approving a Waiver of the Village of Palatine's Sound Amplification Ordinance for the St. Pat's Celebration on March 10 and 11, 2023 at Tap House Grill, 56 W. Wilson Street

BACKGROUND:

Tap House Grill is proposing to host a St. Pat's Party on Friday March 10 and Saturday March 11, 2023. The event will be held in a portion of the Tap House Grill parking lot with live music/band Friday night. Saturday day and night there will be live music and DJ and Irish-themed food and beer. The proposed hours for the event are Friday, 6 PM - 11 PM, Saturday, 10 AM - 10 PM.

KEY ISSUES:

- The proposed event will consist of a tent (40' x 80') and a small stage area. The tent would be in the parking lot on the east side of their building. The parking lot would be closed Friday, March 10, at 8 AM and reopen on Monday, March 13, at 9 AM.
- The proposed (revised) hours for 2022 are:***

<u>Date of Event:</u>	<u>Tent Hours:</u>	<u>Sound Waiver Hours:</u>
March 10 (Fri)	6 PM - 11 PM	7 PM - 11 PM
March 11 (Sat)	10 AM - 10 PM	10 AM - 10 PM

- The proposed hours are similar with what the Village Council last approved for the same event in 2022.

ALTERNATIVES:

- Approve a waiver of the Sound Amplification Ordinance for the St. Pat's Party at Tap House Grill on Friday and Saturday, March 10 and 11, 2023.
- Do not approve a waiver of the Sound Amplification Ordinance for the St. Pat's Party at Tap House Grill on Friday and Saturday March 10 and 11, 2023.

RECOMMENDATION:

Staff recommends action at the discretion of the Village Council.

ACTION REQUIRED:

Action is at the discretion of the Village Council.

Consider a Motion to Approve Items Related to the Village of Palatine's 2023 Street Fest

BACKGROUND:

The Village of Palatine has begun planning for the 23rd annual Downtown Palatine Street Fest on August 25 - 27, 2023.

KEY ISSUES:

Staff felt that the “refreshed” area around Towne Square, as the 'Backyard Patio', was very successful in 2022 and we plan to continue to make that even better in 2023. This area historically housed the Kid Zone. The following approvals are being requested in conjunction with the proposed 2023 Downtown Palatine Street Fest event:

1. Temporary waiver of the sound amplification ordinance for live music and performances;
2. Waiver of fees for Village services, permits, and licenses;
3. Waiver of the building construction hours;
4. Temporary closure of public streets from 5 AM on Friday, August 25 until noon on Monday, August 28;
5. Temporary Closure of Parking Lot G (main stage) beginning on Thursday, August 24 as well as Village Lots I (staging area), J (dumpsters), K and L (event set up and handicapped parking) beginning on Friday, August 25 through Monday, August 28. In addition, there will be several areas in which on-street parking will also be blocked off to accommodate the event;
6. A motion authorizing the Village Manager to enter into contracts/agreements related to the 2023 Downtown Palatine Street Fest, subject to review and approval by the Village Attorney. Any contracts/agreements related to the event will include language addressing cancellation due to Covid-19 and related issues;
7. If there is space available, the Village may allow food vendors from outside the Village of Palatine to participate in the event;
8. Continuing in Towne Square with the "Backyard Patio" themed area which includes: sponsor tents, backyard games (cornhole, bocce ball etc.), children's entertainment and satellite bar; and
9. A motion authorizing Staff to request a Class E Temporary Liquor License for the purpose of selling alcoholic beverages.

ALTERNATIVES:

1. Approve the 2023 Downtown Palatine Street Fest.
2. Refer back to Staff with comments.

RECOMMENDATION:

Staff recommends approval of the 2023 Downtown Palatine Street Fest.

ACTION REQUIRED:

A motion to approve the Annual Downtown Palatine Street Fest and related requests.

Consider a Motion to Award a Contract for the 2023 Street Resurfacing Program

BACKGROUND:

On a yearly basis, the Village of Palatine undertakes a street resurfacing program designed to achieve the Village's stated goal of having all streets at the "good" level as defined by the COE-APWA Micro Paver Program.

Forty-three sections of streets were identified for resurfacing, totaling approximately 41,586 feet or 7.88 miles. In addition, the proposed work includes inlet repairs, sidewalk replacement for ADA accessible ramps, curb/gutter replacement, installation of new concrete edging on non-curbed streets, along with base course repairs.

When estimating cost escalations compared to last year, increases of over 20% were anticipated. While unit costs for asphalt increased 20% and concrete increased by 40%, the overall blended increase of the low bid was slightly under a 10% increase.

KEY ISSUES:

- The street resurfacing program's major funding source is State Motor Fuel Tax (MFT) fund, thus bidding and contract awards must be in accordance with IDOT procedures.
- On Tuesday, January 31, 2023, four bids were received that were properly prepared, with affidavits completed and signatures executed, and therefore found to be compliant.
- The 2023 program budget is \$3,666,828. The low bid is 16.5% under the 2023 Adopted Budget.
- Arrow Road Construction Company of Elk Grove Village, Illinois submitted the lowest compliant bid in the amount of \$3,033,821.38.
- The savings of approximately \$580,000 are split between Water Fund savings (\$287,000) and local capital improvement funds (\$293,000).

ALTERNATIVES:

1. Award the contract for the 2023 Street Resurfacing Program to Arrow Road Construction.
2. Refer back to Staff with comments.

RECOMMENDATION:

It is recommended that the contract for the 2023 Street Resurfacing Program be awarded to Arrow Road Construction of Elk Grove Village, Illinois in the amount of \$3,033,821.38.

BUDGET IMPACT:

Funds have been budgeted in the 2023 Capital Improvement Program. The low compliant bid will result in a savings of approximately \$580,000. \$287,000 is from Water Fund savings and \$293,000 are local funds.

ACTION REQUIRED:

Motion to award the contract for the 2023 Street Resurfacing Program to Arrow Road

Construction Company of Elk Grove Village, Illinois in the amount of \$3,033,821.38.

Consider a Motion to Approve a Contract for the 2023 Supplemental Street Resurfacing Project

BACKGROUND:

The 2023 resurfacing program received a low bid approximately \$580,000 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 tentatively scheduled for resurfacing in 2024 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 collector roadways, add concrete edging streets, and 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 their recent bid, be managed in the same way, and have no perceived disconnect to the motoring public.

KEY ISSUES:

- Awarding the entire base bid and the proposed supplemental contract results in an additional 11 sections of roadway to be improved from the original 2023 plan. This results in streets contemplated for resurfacing in 2025 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 resurfacing funds available due to our competitive results.
- After the award of the base bid, approximately \$580,000 are available split between Water Fund savings (\$287,000) and local capital improvement funds (\$293,000).
- Approximately \$415,000 of the available resources (\$287,000 from the Water Fund and \$128,000 of local capital improvement funds) are recommended in the supplemental contract.
- Approximately \$165,000 of project savings are recommended to be held in abeyance for project contingency and to address road project needs with additional bids later this year.

ALTERNATIVES:

1. Approve the separate, no-bid contract with Arrow Road Construction.
2. Refer back to Staff with comments.

RECOMMENDATION:

Staff recommends approval of a contract for the Supplemental Street Resurfacing with Arrow Road Construction Company of Elk Grove Village, Illinois in the amount not to exceed \$415,000.

BUDGET IMPACT:

Funds are available in the 2023 Capital Improvement Program to accomplish this work.

ACTION REQUIRED:

Motion to approve the separate, no-bid contract for the Supplemental Street Resurfacing with Arrow Road Construction Company of Elk Grove Village, Illinois in the amount not to exceed \$415,000.